

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

Monday, April 14, 2025, 1:30 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)(d) the security of the property of the municipality; (k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public; 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 March 24, 2025

8 - 14

Motion for Consideration

THAT: the Regular Council Meeting Minutes of March 24, 2025 be adopted as circulated.

7. COMMITTEE REPORTS

7.1 Development and Planning Services Committee Meeting Minutes of April 7, 2025

15 - 18

7.2 Active Transportation Advisory Committee Meeting Minutes of April 7, 2025

19 - 21

8. COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE

22 - 24

9. STAFF REPORTS

- 9.1 Deputy Corporate Officer – Marina Lease, Sub-Lease and Operations Extension 25 - 27
- Motion for Consideration
THAT: the Mayor and Corporate Officer be authorized to execute an extension of the Marina Lease, Sub-Lease and Operation Agreement with Sea Dog Rentals Inc. to September 30, 2026 subject to approval by the Ministry of Water, Land and Resource Stewardship and *Community Charter* advertising requirements.
- 9.2 Deputy Corporate Officer – CSRD Fire Dispatch Service Agreement 28 - 53
- Motion for Consideration
THAT: the Mayor and Corporate Officer be authorized to execute the Fire Dispatch Agreement with the Columbia Shuswap Regional District (CSRD) for a term of five (5) years commencing January 1, 2025 to December 31, 2029.
- 9.3 Senior Planner - Development Permit Application No. DP-463 (Highway Service / Tourist Commercial) 54 - 84
- Legal: Lot 1, Section 15, Township 20, Range 10, W6M, KDYD, Plan EPP10328, Except Plans EPP17085 and EPP18478
Civic: 2991 - 9 Avenue SW
Owner: Salmon Arm Shopping Centres Ltd. and Calloway REIT (Salmon Arm) Inc.
Agent: SmartCentres Management Services Inc. (Savard, B.)
- Motion for Consideration
THAT: Development Permit No. 463 be authorized for issuance for that part of Lot 1, Section 15, Township 20, Range 10, W6M, KDYD, Plan EPP10328 Except Plans EPP17085 and EPP18478 (2991 9 Avenue SW) in accordance with the drawings dated March 13, 2025 attached to this memorandum;
- AND THAT: issuance of Development Permit No. 463 be withheld subject to the receipt of an Irrevocable Letter of Credit in the amount of 125% of a landscaper's estimate for completion of the landscaping plan.
- 9.4 Planner II - Proposed Naming of Pond in John Lund Park (Canoe) 85 - 92
- Motion for Consideration
THAT: Council approve the naming of the pond located within Lot A, Section 31, Township 20, Range 9, W6M, KDYD, Plan 28402 (4800 70 Avenue NE - John Lund Park) to Wright's Pond;
- AND THAT: Council direct Staff to make the necessary changes to signage and wayfinding information.
- 9.5 Manager of Utilities – Purchase Recommendation – Water Treatment Plant - Hypo Generator Cells 93 - 94
- Motion for Consideration
THAT: Council approve the purchase of the Water Treatment Plant Hypo Generator Cells from Centrix Control Solutions Inc. for the quoted amount of \$132,852.00 plus taxes, as applicable;
- AND THAT: the City's Purchasing Policy No. 7.13 be waived in the procurement of the Hypo Generator Cells to authorize the sole sourcing of same to Centrix Control Solutions.
- 9.6 General Manager, Shuswap Recreation Society – ROGERS Rink Energy 95 - 96

Conservation Measure Upgrades – Award of Contract

Motion for Consideration

THAT: Council approve the award of the ROGERS Rink Energy Conservation Measure to Yeti Refrigeration Inc. in accordance with the terms and conditions of the tender for the quoted amount of \$275,650 plus taxes as applicable;

AND THAT: Council authorizes a pre-approved contingency in the amount of \$41,000 (approximately 15%) to support the project.

- 9.7 Manager of Engineering (City Engineer) – WPCC Stage IV Upgrade-Conceptual Design and LWMP Update-Award of Contract 97 - 100

Motion for Consideration

THAT: Council approve the award of the WPCC Stage IV Upgrade-Conceptual Design and LWMP Update to Brown and Caldwell Consultants Canada Ltd. in accordance with the terms and conditions of the proposal for the quoted amount of \$1,113,998.00 plus GST as applicable;

AND THAT: Council authorizes a pre-approved contingency in the amount of \$110,000 (approximately 10%) to support the project.

10. INTRODUCTION OF BYLAWS

- 10.1 Housing Agreement Bylaw No. 4488 – (ZON-1300 / DP-461) 101 - 110
Legal: Lot 1, Section 13, Township 20, Range 10, W6M, KDYD, Plan EPP142023
Civic: 811 28 Street NE
Owner: 1514000 BC Ltd.
Agent: Crown Pacific Development Corp. (B. Giese)

Motion for Consideration

THAT: the bylaw entitled City of Salmon Arm Housing Agreement Bylaw No. 4688 be read a first, second and third time.

- 10.2 Fee For Service Amendment Bylaw No. 4702 111 - 114

Motion for Consideration

THAT: the bylaw entitled City of Salmon Arm Fee for Service Amendment Bylaw No. 4702 be read a first, second and third time.

- 10.3 Official Community Plan (OCP) Bylaw No. 4707 115 - 276

Motion for Consideration

THAT: Official Community Plan Bylaw No. 4707 be read a first time;

AND THAT: Council has considered what persons, organizations and authorities may be affected by proposed Official Community Plan Bylaw No. 4707 pursuant to sections 475 and 476 of the *Local Government Act*, and determined that Bylaw No. 4707 be referred to:

- a. The Agricultural Land Commission; and
- b. The Provincial Ministry of Transportation and Transit; and
- c. The Columbia Shuswap Regional District; and
- d. Kwsaltknéws ne Secwépemcúl'ecw School District No. 83,

AND THAT: Council considers this to be appropriate consultation in accordance with sections 475 and 476 of the *Local Government Act*; and

AND THAT: Council considers that there will be further an ongoing consultation with the Adams Lake Indian Band and the Neskonlith Indian Band regarding Bylaw No. 4707; and

AND FURTHER THAT: pursuant to section 477(3) of the *Local Government Act*, Official Community Plan Bylaw No. 4707 has been considered in conjunction with the City of Salmon Arm Financial Plan and its Solid Waste Management Plan.

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|------|---|-----------|
| 10.4 | Curbside Collection Amendment Bylaw No. 4682
<u>Motion for Consideration</u>
THAT: the bylaw entitled City of Salmon Arm Curbside Collection Amendment Bylaw No. 4682 be read a first, second and third time. | 277 - 292 |
| 10.5 | Fee for Service Amendment Bylaw No. 4694
<u>Motion for Consideration</u>
THAT: the bylaw entitled City of Salmon Arm Fee for Service Amendment Bylaw No. 4694 be read a first, second and third time. | 293 - 302 |
| 10.6 | Water Rates and Waterworks Regulation Amendment Bylaw No. 4695
<u>Motion for Consideration</u>
THAT: the bylaw entitled City of Salmon Arm Water Rates and Waterworks Regulation Amendment Bylaw No. 4695 be read a first, second and third time. | 303 - 307 |

11. RECONSIDERATION OF BYLAWS

12. CORRESPONDENCE

- | | | |
|---------|--|-----------|
| 12.1 | Informational Correspondence | |
| 12.1.1 | Calendar of Events | 308 - 308 |
| 12.1.2 | Building Department - Statistics (March) and Permits (Yearly) | 309 - 310 |
| 12.1.3 | T. Starkell - letter dated March 24, 2025 - Request for permission for Beverage Garden - 2025 Roots and Blues Festival | 311 - 312 |
| 12.1.4 | T. Starkell - email dated April 9, 2025 - Roots and Blues Festival - Request for Letter of Support - Destination Event Program | 313 - 313 |
| 12.1.5 | W. Rempel - email dated March 27, 2025 - Pool Rec Center Fees for Non Residents | 314 - 315 |
| 12.1.6 | J. Bance - email dated March 29, 2025 - Request for More Garbage Bins | 316 - 316 |
| 12.1.7 | L. Wallace Richmond, President, SILGA - letter dated March 24, 2025 - Feedback Requested: Reforming the Local Government Act - A Roadmap | 317 - 318 |
| 12.1.8 | D. Williams, MLA Salmon Arm-Shuswap - letter received March 25, 2025 - Bill 7 - 2025: Economic Stabilization (Tariff Response) Act | 319 - 319 |
| 12.1.9 | L. Pineault, Mayor, Village of Daajing Giids - March 20, 2025 - Cannabis Taxation Sharing & Municipal-Owned Cannabis Stores | 320 - 322 |
| 12.1.10 | A. Singh - Better Citizen Solutions | 323 - 326 |
| 12.1.11 | Municipal World's Great Canadian Landmark Contest | 327 - 329 |
| 12.1.12 | S. Werk, Donor Relations, Prostate Cancer Foundation Canada
Light up in Blue for Prostate Cancer | 330 - 330 |
| 12.1.13 | C. Hall, Manager, Cystic Fibrosis Canada - email dated April 8, 2025 | 331 - 331 |

- Lighting Request

- | | | |
|---------|--|-----------|
| 12.1.14 | S. Mackie, General Manager, RJ Haney Heritage Village & Museum Request for Support in Reducing Speed Limit on Highway 97B | 332 - 333 |
| 12.1.15 | M. Brock, Fundraising Coordinator, Girl Guides of Canada - letter dated April 8, 2025 - Request to use Safeway Field for Fall Fair Parking | 334 - 334 |
| 12.1.16 | Splatsin Te Secwepemc Rail Trail Update - News Release dated April 3, 2025 | 335 - 336 |

13. NEW BUSINESS

14. PRESENTATIONS

- | | | |
|------|--|-----------|
| 14.1 | Presentation 4:00-4:15 (approximately)
55+ Games Presentation | 337 - 359 |
|------|--|-----------|

Motion for Consideration

THAT: Council authorize staff to establish a "Legacy Funds 55+" reserve account where the \$165,000 legacy funds will be allocated to initiatives focused on developing facilities and services that promote active and healthy lifestyles for individuals 55 and older.

15. COUNCIL STATEMENTS

16. SALMON ARM SECONDARY YOUTH COUNCIL

17. NOTICE OF MOTION

- 17.1 Regional Contribution to Recreation Facilities - Councillors Cannon, Flynn and Lavery
- WHEREAS steady population increases within the boundaries of the City Salmon Arm as well as the surrounding Columbia Shuswap Regional District Electoral Areas have led to higher demand for programming and usage of key City recreation facilities;

AND WHEREAS due to increased demand, operations and maintenance costs have grown significantly;

AND WHEREAS a recently concluded year-long survey indicates significant usage of City recreation facilities by residents of surrounding Electoral Areas;

AND WHEREAS City taxpayers currently subsidize all recreation facilities by approximately 50% of actual operating and maintenance costs for all users regardless of whether those users pay fees to use the facilities;

AND WHEREAS it is acknowledged that the fees currently charged for the use of City facilities by users from surrounding Electoral Areas is not an adequate contribution to actual operating and maintenance costs:

THEREFORE BE IT RESOLVED THAT Council direct staff to prepare a report that:

- o More fully identifies what those key recreation facility cost recovery discrepancies are;
- o Reviews models of recreation facility funding that other local governments have put in place to address similar recreation facility funding concerns;
- o Recommends options to consider for more equitable usage contributions

from non-taxpayers either through updated funding agreements with surrounding Electoral Areas or through residency-based usage pricing or a combination of both;

- o Projects revenue and cost implications of implementing potential new systems of usage pricing;
- o Reviews possible agreement language and apportionment approaches with Electoral Areas that are currently not fully paying for these recreation usages; and
- o Suggests timing for possible implementations.

AND BE IT FURTHER RESOLVED THAT staff present the report to Council at the October 14, 2025 Regular Council Meeting.

18. UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS

19. OTHER BUSINESS

19.1 FCM Board of Directors - Nomination

Motion for Consideration

WHEREAS the Federation of Canadian Municipalities (FCM) represents the interests of member municipalities on policy and program matters that fall within federal jurisdiction;

WHEREAS FCM's Board of Directors is comprised of elected municipal officials from all regions and sizes of communities to form a broad base of support and provide FCM with the united voice required to carry the municipal message to the federal government; and

WHEREAS FCM's Annual General Meeting (AGM) will be held in conjunction with the Annual Conference and Trade Show, May 29 to June 1, 2025, followed by the election of FCM's Board of Directors;

BE IT RESOLVED that Council of the City of Salmon Arm endorse Councillor Louise Wallace Richmond to stand for election on FCM's Board of Directors for the period starting in June 2025 and ending July 2027; and

BE IT FURTHER RESOLVED that Council assumes all costs associated with Councillor Louise Wallace Richmond attending FCM's Board of Directors meetings.

19.2 Released from In-Camera Session

THAT: Council authorize, on a without prejudice basis, the Demolition Derby event to be held at the Salmon Arm Fairgrounds on June 14 and 15, 2025.

20. QUESTION AND ANSWER PERIOD

21. DISCLOSURE OF INTEREST

22. HEARINGS

- 22.1** Development Variance Permit Application No. VP-610
Legal: Lot 9, Section 12, Township 20, Range 10, W6M, KDYD, Plan 9687
Civic: 1281 15 Street SE
Owner: L. & C. Fitt
Agent: L. & C. Fitt

360 - 382

Motion for Consideration

THAT: Development Variance Permit No. VP-610 be authorized for issuance to vary the Subdivision and Development Servicing Bylaw No. 4293, for the

frontages of Lot 9, Section 12, Township 20, Range 10, W6M, KDYD, Plan 9687, as follows:

1. waive the requirement to upgrade 13 Avenue SE to the Urban Local Road (RD-2) standard; and
2. waive the requirement to install three (3) street lights along 13 Avenue SE and 15 Street SE.

23. STATUTORY PUBLIC HEARINGS

23.1 Zoning Amendment Application ZON-1301 383 - 431
Text Amendment
CD-24 (Comprehensive Development Zone CD-24)

23.2 Zoning Amendment Application ZON-1301 432 - 432
See Item 23.1 for Staff Report

Legal: Lot 2, Section 19, Township 20, Range 9, W6M, KDYD, Plan EPP95531
Civic: 3181 11 Avenue NE
Owner: 1424762 BC Ltd./Brad DeMille and Harpal Sidhu
Agent: Brad DeMille

24. RECONSIDERATION OF BYLAWS

24.1 Zoning Amendment Bylaw No. 4697 433 - 435
CD-24 - Comprehensive Development Zone 24
Legal: Lot 2, Section 19, Township 20, Range 9, W6M, KDYD, Plan EPP95531
Civic: 3181 11 Avenue NE
Owner: 1424762 BC Ltd./Brad DeMille and Harpal Sidhu
Agent: Brad DeMille

Motion for Consideration

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4697 be read a third time.

24.2 Zoning Amendment Bylaw No. 4696 436 - 438
A-2 (Rural Holding Zone) to CD-24 (Comprehensive Development Zone)
Legal: Lot 2, Section 19, Township 20, Range 9, W6M, KDYD, Plan EPP95531
Civic: 3181 11 Avenue NE
Owner: 1424762 BC Ltd./Brad DeMille and Harpal Sidhu
Agent: Brad DeMille

Motion for Consideration

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4696 be read a third time;

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

- Approval of the Agricultural Land Commission Non-Farm Use application No.427/ID: 101858;
- Ministry of Transportation and Transit approval.

25. QUESTION AND ANSWER PERIOD

26. ADJOURNMENT

REGULAR COUNCIL

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

March 24, 2025, 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
Chief Financial Officer P. Gramiak
Director of Planning and Community Services G. Buxton
Sr. Manager of HR & Communications H. Flinkman
Corporate Officer R. West
Deputy Corporate Officer B. Puddifant

Other Staff Present: General Manager, Shuswap Recreation Society D. Gerow; Planner A. Jeffrey

1. CALL TO ORDER

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

2. IN-CAMERA SESSION

Moved by: Councillor Lindgren

Seconded by: Councillor Cannon

THAT: pursuant to Section 90(1)(a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality; (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; (d) the security of the property of the municipality; (g) litigation or potential litigation affecting the municipality; 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.

Carried Unanimously

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.

The meeting returned to Regular Session at 2:22 p.m. and recessed until 2:30 p.m.

4. ADOPTION OF AGENDA

Moved by: Councillor Gonella

Seconded by: Councillor Wallace Richmond

THAT: the Agenda be adopted as presented with the addition of Late Item 12.1.5 - letter from A. Singh - Better Citizen Solutions.

Carried Unanimously

5. DISCLOSURE OF INTEREST

6. CONFIRMATION OF MINUTES

6.1 Regular Council Meeting Minutes of March 10, 2025

Moved by: Councillor Lindgren

Seconded by: Councillor Cannon

THAT: the Regular Council Meeting Minutes of March 10, 2025 be adopted as circulated.

Carried Unanimously

6.2 Parcel Tax Roll Review Panel Meeting Minutes of March 10, 2025

Moved by: Councillor Gonella

Seconded by: Councillor Wallace Richmond

THAT: the Parcel Tax Roll Review Panel Meeting Minutes of March 10, 2025, be adopted as circulated.

Carried Unanimously

7. COMMITTEE REPORTS

7.1 Development and Planning Services Committee Meeting Minutes of March 17, 2025

7.2 Agricultural Advisory Committee Meeting Minutes of March 12, 2025

8. COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE

9. STAFF REPORTS

9.1 Development Permit Application No. 464

Legal: Lot A, Section 15, Township 20, Range 10, W6M, KDYD, Plan EPP136896
Civic: 621 10 Street SW
Owner: Bartle & Gibson Co. Ltd.
Agent: Angus Neufeld / Sash Developments Ltd.

Moved by: Councillor Lindgren

Seconded by: Councillor Flynn

THAT: Development Permit No. 464 be authorized for issuance for Lot A, Section 15, Township 20, Range 10, W6M, KDYD, Plan EPP136896 (621 10 Street SW) in accordance with drawings attached as Appendix 7 in the staff report dated March 17, 2025;

AND THAT: Issuance of Development Permit No. 464 be withheld subject to receipt of an Irrevocable Letter of Credit in the amount of 125% of the Estimate for landscaping.

Carried Unanimously

9.2 Director of Planning and Community Services – Climate Resiliency Plan Steering Committee Appointments

Moved by: Councillor Lindgren

Seconded by: Councillor Lavery

THAT: the Terms of Reference for the Climate Resiliency Plan (CRP) Steering Committee be amended to reflect Four (4) Citizens-At-Large (that includes one youth representative and one senior representative).

Carried Unanimously

Moved by: Councillor Lindgren

Seconded by: Councillor Lavery

THAT: Council appoint the following individuals to the Climate Resiliency Plan Steering Committee as representatives of their respective organizations and Committees of Council:

- Laura Gaster; Jess Booth (alternate)
- Janelle Rimmell; Evan Houle (alternate)
- Julia Beatty; Mike Boudreau (alternate)
- Scott Syme
- Liz Blakeway; Claire Askew (alternate)
- Frederik Vroom
- Janet Aitken
- Diane Wittner

- Adrian Bostock; Nicole Jeans-Williams (alternate)
- Ben Van Nostrand; Martin Birse (alternate)
- Christine Jonz-Barbour; Kyle Gowriluk (alternate)
- Tara Knight
- Reg Walters
- Chelsea Vetter; Jen Broadwell (alternate)

AND THAT: Council appoint Evje Knutson, Clea Roddick, Amy Vallarino and Paul Whitfield as citizens-at-large members to the Climate Resiliency Plan Steering Committee.

Carried Unanimously

9.3 General Manager, Shuswap Recreation Society – Recreation Centre Postal Code Data

For information.

Moved by: Councillor Lavery

Seconded by: Councillor Wallace Richmond

THAT: the report from the General Manager, Shuswap Recreation Society dated March 24, 2025 regarding Recreation Centre Postal Code Data be forwarded to the Columbia Shuswap Regional District (CSRD).

Carried Unanimously

9.4 General Manager, Shuswap Recreation Society - Canada Day Celebration Festival Proposal

Moved by: Councillor Wallace Richmond

Seconded by: Councillor Gonella

THAT: Council authorize a contribution of up to \$10,000 to the Shuswap Recreation Society for hosting a Canada Day Festival at ROGERS Rink and SASCU Recreation Centre, funded from the Canada Day Reserve.

Carried Unanimously

10. INTRODUCTION OF BYLAWS

11. RECONSIDERATION OF BYLAWS

11.1 Zoning Amendment Bylaw No. 4692

Zoning Amendment Application ZON-1304

Legal: Lot 4, Section 12, Township 20, Range 10, W6M, KDYD, Plan 9687

Civic: 1400 12 Avenue SE

Owner: F. & J. Noort

Agent: P. Warburton

Moved by: Councillor Gonella

Seconded by: Councillor Wallace Richmond

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4692 be read a final time.

Carried Unanimously

11.2 Subdivision and Development Servicing Amendment Bylaw No. 4698

Moved by: Councillor Flynn

Seconded by: Councillor Cannon

THAT: the bylaw entitled City of Salmon Arm Subdivision and Development Services Amendment Bylaw No. 4698 be read a final time.

Carried Unanimously

12. CORRESPONDENCE

12.1 Informational Correspondence

12.1.2 D. Mills & D. Miede - letter dated March 14, 2025 - Request for Letter of Support for New Rowing Society

Moved by: Councillor Lindgren

Seconded by: Councillor Gonella

THAT: Council provide a letter of support for the formation of the Salmon Arm Rowing Club as a non-profit society, and its registration with Rowing Canada and Rowing BC.

Carried Unanimously

12.1.4 UBCM Canada Community-Building Fund (CCBF) Regional Workshops

Moved by: Councillor Gonella

Seconded by: Councillor Flynn

THAT: Council support Councillor Wallace Richmond's attendance at the June 3, 2025 UBCM Canada Community-Building Fund (CCBF) Regional Workshop in Kelowna.

Carried Unanimously

13. NEW BUSINESS

The meeting recessed at 3:18 p.m.

The meeting reconvened at 3:27 p.m.

14. PRESENTATIONS

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

D. Hubbard, CEO, Okanagan Regional Library
Okanagan Regional Library 2025 Initiatives

D. Hubbard, CEO, and K. Smith, Head Librarian (Salmon Arm), Okanagan Regional Library, provided an overview of activities and programs offered at the library 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

There are no Hearings, Statutory Public Hearings or Reconsideration of Bylaws scheduled for the evening session.

20. QUESTION AND ANSWER PERIOD

Moved by: Councillor Cannon

Seconded by: Councillor Flynn

THAT: pursuant to Section 90(1)(a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality; (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; (d) the security of the property of the municipality; (g) litigation or potential litigation affecting the municipality; 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.

Carried Unanimously

21. DISCLOSURE OF INTEREST

22. HEARINGS

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 5:18 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

April 7, 2025, 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 D. Gonella

ABSENT: Councillor S. Lindgren

STAFF PRESENT: Chief Administrative Officer E. Jackson
Director of Engineering & Public Works R. Niewenhuizen
Director of Planning & Community Services G. Buxton
Manager of Planning & Building M. Smyrl
Senior Planner C. Larson
Planner M. Paiement
Deputy Corporate Officer B. Puddifant
Corporate Officer R. West

Other Staff present: City Engineer, J. Wilson

1. CALL TO ORDER

Mayor Harrison called the meeting to order at 8:00 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 Cannon

Seconded by: Councillor Flynn

THAT: the Development and Planning Services Committee Meeting Minutes of March 17, 2025 be approved.

Carried Unanimously

5. DISCLOSURE OF INTEREST

6. REPORTS

6.1 Development Variance Permit Application No. VP-612

Legal: Lot 1, Section 13, Township 20, Range 10, W6M, KDYD, Plan KAP47381

Civic: 370 20 Street SE

Owner: McMinn, C. & Scorgie, R.

R. Scorgie, the applicant, outlined the application. R. Scorgie and C. McMinn, the applicants, were available to answer questions from the Committee. D. Sonmor, Lawson Engineering Ltd., agent for the applicants, was available to answer questions.

Moved by: Councillor Wallace Richmond

Seconded by: Councillor Gonella

THAT: the Development and Planning Services Committee recommends to Council that Development Variance Permit No. VP – 612 be authorized for issuance varying the Subdivision and Development Servicing Bylaw No. 4293, for frontage of Lot 1, Section 13, Township 20, Range 10, W6M, KDYD, Plan KAP47381 (370 20 Street SE) as follows:

1. Section 6.4.8. - waive the sanitary main upgrade requirement along the east parcel line; and
2. Section 7.5.3. - waive the storm main upgrade (cash-in-lieu) requirement along the east parcel line.

Amendment:

Moved by: Councillor Flynn

Seconded by: Councillor Cannon

THAT: Development Variance Permit Application No. VP-512 be deferred to the April 22, 2025 Development and Planning Services Committee Meeting.

Carried Unanimously

6.2 Development Permit Application No. DP-463 (Highway Service / Tourist Commercial)

Legal: Lot 1, Section 15, Township 20, Range 10, W6M, KDYD, Plan EPP10328, Except Plans EPP17085 and EPP18478

Civic: 2991 - 9 Avenue SW

Owner: Salmon Arm Shopping Centres Ltd. And Calloway REIT (Salmon Arm) Inc.

Agent: SmartCentres Management Services Inc. (Savard, B.)

B. Savard, H. Rad and B. Aldaba, agents for Salmon Arm Shopping Centres Ltd. and Calloway REIT (Salmon Arm) Inc., outlined the application and were available to answer questions from the Committee.

Moved by: Councillor Cannon

Seconded by: Councillor Gonella

THAT: the Development and Planning Services Committee recommends to Council that Development Permit No. 463 be authorized for issuance for that part of Lot 1, Section 15, Township 20, Range 10, W6M, KDYD, Plan EPP10328 Except Plans EPP17085 and EPP18478 (2991 9 Avenue SW) in accordance with the drawings dated March 13, 2025 attached to this memorandum;

AND THAT: issuance of Development Permit No. 463 be withheld subject to the receipt of an Irrevocable Letter of Credit in the amount of 125% of a landscaper's estimate for completion of the landscaping plan.

Carried Unanimously

6.3 Zoning Bylaw Amendment Application ZON-1306

SSMUH Rezoning

Legal: 1) South portion of Lot 11, Section 11, Township 20, Range 10, W6M, KDYD, Plan 9916

2) Strata Lots 1 to 30, Section 18, Township 20, Range 9, W6M, EPS2062 (Carriage Lane)

Civic: 1) 1231 1 Street SE

Civic 2) 481 Highway 97B NE

Owner: N/A

Agent: N/A

Moved by: Councillor Lavery

Seconded by: Councillor Gonella

THAT: the Development and Planning Services Committee recommends to Council that a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning the South portion of Lot 11, Section 11, Township 20, Range 10, W6M, KDYD, Plan 9916 from R-14 (Compact/Strata Multi-Family Residential Zone) to R-10 (Residential Zone);

AND 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 Strata Lots 1 - 30, Section 18, Township 20, Range 9, W6M, KDYD, Strata Plan EPS2062 (Carriage Lane) from R-6 (Mobile Home Park Residential) to R-10 (Residential Zone).

Carried Unanimously

6.4 Development Variance Permit Application No. VP-610

Legal: Lot 9, Section 12, Township 20, Range 10, W6M, KDYD, Plan 9687

Civic: 1281 15 Street SE

Owner: L. & C. Fitt

Agent: L. & C. Fitt

R. Niewenhuizen, Director of Engineering & Public Works, left the meeting at 8:54 a.m. due to a conflict as his son, J. Niewenhuizen, Lawson Engineering Ltd., is an agent for the applicants.

L. Fitt, the applicant, outlined the application and was available to answer questions from the Committee. B. Lawson and J. Niewenhuizen, Lawson Engineering Ltd., agent for the applicants, were available to answer questions from the Committee.

Moved by: Councillor Gonella

Seconded by: Councillor Wallace Richmond

THAT: the Development and Planning Services Committee recommends to Council that Development Variance Permit No. VP-610 be authorized for issuance to vary the Subdivision and Development Servicing Bylaw No. 4293, for the frontages of Lot 9, Section 12, Township 20, Range 10, W6M, KDYD, Plan 9687, as follows:

1. waive the requirement to upgrade 13 Avenue SE to the Urban Local Road (RD-2) standard; and
2. waive the requirement to install three (3) street lights along 13 Avenue SE and 15 Street SE.

Carried Unanimously

7. **FOR INFORMATION**

8. **IN-CAMERA**

9. **ADJOURNMENT**

There being no further business on the agenda, the meeting adjourned at 9:18 a.m.

MAYOR, A. HARRISON

ACTIVE TRANSPORTATION ADVISORY COMMITTEE

Minutes of a Meeting of the Active Transportation Advisory Committee

April 7, 2025, 10:00 a.m.
Virtual via GoTo Meeting

MEMBERS PRESENT: Councillor T. Lavery, Chair; C. Newnes; J. Bellhouse; J. Rimell; A. Journeau; L. Fitt; B. Browning; B. Lawson; T. Kubash

MEMBERS ABSENT: M. VanBuskirk; C. Papadimitropoulos

STAFF PRESENT: City Engineer J. Wilson; Senior Planner C. Larson; Executive Assistant M. Evans-Bunkis

GUESTS: E. Houle

1. CALL TO ORDER

Chair Lavery called the meeting to order at 10:03 a.m.

2. INTRODUCTIONS AND WELCOME

Chair Lavery introduced Alan Journeau, representing the Shuswap Cycling Club.

Janelle Rimell introduced Evan Houle, newly appointed to the Environmental Health Office with Interior Health.

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: Brian Browning

Seconded by: Craig Newnes

THAT: the Agenda be adopted as presented.

Carried Unanimously

5. DISCLOSURE OF INTEREST

6. CONFIRMATION OF MINUTES

6.1 Active Transportation Advisory Committee Meeting Minutes of March 3, 2025

Moved by: Janelle Rimell

Seconded by: Alan Journeau

THAT: the Active Transportation Advisory Committee Meeting Minutes of March 3, 2025, be adopted as circulated.

Carried Unanimously

7. PRESENTATIONS

8. NEW BUSINESS

8.1 Tentative Date for Multi-Use Path Opening

The new multi-user path along 11th Ave NE and 16th St NE is nearing completion. This has been made possible by provincial and federal grants. Signage, crosswalk paint and landscaping will be finished in the coming weeks.

An official opening of the path has been tentatively set for Saturday, May 24th at 9:00 a.m. followed by a walk downtown. Details and route will be announced when finalized.

8.2 e-Scooter Pilot Program

Council directed ATAC to discuss and return with a recommendation regarding Salmon Arm joining the provincial e-Scooter Pilot Program. Senior Planner, Chris Larson, gave an update. After looking at legislation, program regulations and requirements, and considering presentations from other communities that are already participating, the ATAC members are generally in favour of the Pilot Program in Salmon Arm. Discussion of this topic will continue at the next meeting.

8.3 Salmon Valley - Active Transportation from Agriculture's Perspective

Council asked ATAC to review a letter from Scott Syme and Mike Schroeder regarding concerns with the identification of Active Transportation Routes in rural areas and the negative impacts of infrastructure development and public use within agricultural and rural areas. City Engineer, Jenn Wilson, reviewed the staff report that went to Council at the Regular Meeting of February 24, 2025. ATAC members considered the options suggested in the report. Discussion on this topic will continue at the next meeting.

9. OTHER BUSINESS

10. ROUNDTABLE UPDATES

Committee members provided updates.

11. NEXT MEETING

The next meeting of the Active Transportation Advisory Committee is scheduled for June 2, 2025.

12. ADJOURNMENT

There being no further business on the agenda, the meeting adjourned at 11:39 a.m.

CHAIR

Rhonda West

From: Columbia Shuswap Regional District <listserv@civicplus.com>
Sent: Monday, March 24, 2025 3:50 PM
To: Rhonda West
Subject: [External] CSRD Board Highlights Newsletter - March 2025



March 2025

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.

Committee reports

Short-term rentals

Directors voted unanimously to support recommendations coming out of the Electoral Areas Directors' meeting with regard to short-term rentals within areas with land-use bylaws in the CSRD. The Board approved a number of actions including:

not opting-in to the Short Term Rental Principal Residence Requirement at this time except for Electoral Area B, who would like to opt in.
directing staff to provide a report of recommended efficiencies with respect to due diligence in receiving and processing Temporary Use Permits for Short Term Rentals.



writing a letter to the Province and copied to regional districts outlining the challenges regarding Short Term Rentals and addressing concerns.

People who operate short-term rental accommodation in the CSRD will need to register with the Province of BC's registry, but will also still need to ensure their operation complies with CSRD land-use bylaws. Short-term rental hosts and operators must be registered with the province by May 1, 2025, to remain on listing platforms.

In addition to obtaining a provincial registry number, the CSRD is encouraging owners of short-term rentals to contact planning staff to review zoning regulations and confirm if a short-term rental (STR) is permitted on the property. If not, the CSRD can outline possible options for property owners. [View news release.](#)

Administration Bylaws

Five-Year Financial Plan 2025-2029

The Board unanimously approved the adoption of the Five-Year Financial Plan, following extensive consultation, two drafts and two open budget meetings. Members of the Board thanked Chief Financial Officer Jodi Pierce and CSRD staff for their efforts in producing the annual budget. [View report.](#) [View Five-Year Financial Plan.](#)

Road Rescue Service Establishment

The Board approved moving forward with plans to hold three separate public assent processes to determine whether taxpayer will support funding new road rescue services in Electoral Areas C and G (South Shuswap), the North Shuswap and Falkland.

Directors supported using the lower-cost option of an Alternative Approval Process (AAP) rather than a referendum vote. There will be a separate AAP in each of the three geographic areas to determine whether the service will go ahead in each area.

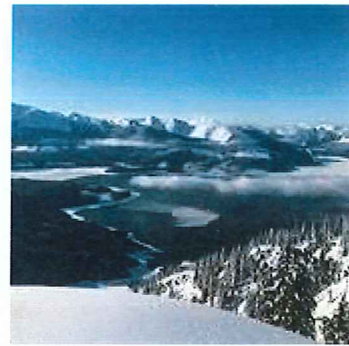


Based on the proposal, the tax rate would equate to the average North Shuswap residential property owner paying a maximum tax of approximately \$51.41. However, the year-one budget anticipates the North Shuswap tax requisition to be \$28.27 per average residential property.

For the Falkland area, the maximum tax rate would equate to the average residential property owner paying estimated taxes of approximately \$232.79. However, the year-one budget anticipates the tax requisition to be \$201.18 per average residential property.

For South Shuswap, the maximum tax rate would equate to the average residential property paying estimated taxes of approximately \$53.64. However, the year-one budget anticipates the tax requisition to be \$20.45 per average residential property.

With the Board's support, the CSRD will now move forward with the AAP process, which will be conducted over the next few months. More information will be provided to the public through the CSRD's website and social media platforms. [View news release.](#)



Land Use Matters

Electoral Area B: OCP Amendment Bylaw No. 850-18, Zoning Amendment Bylaw 851-25, Development Permit 850-61

The Board voted in favour of adopting the proposed amendments to develop a portion of the property located at 20 Highway 31 as a service station with cardlock fuel pumps, EV charging stations, helipad and helicopter refueling station, and rest area with public washrooms. This property is located at the junction of two provincial highways and near the Galena Bay ferry terminal. A development permit was also authorized by the Board for this property. [View OCP/Zoning Board report.](#) [View Development Permit Board report.](#)

Electoral Area F: OCP Amendment Bylaw No. 830-27 and Zoning Amendment Bylaw 825-53

The applicant is proposing to redesignate and rezone the properties to facilitate development of commercial buildings with upper floor dwelling units, row house dwellings (townhomes), and mini storage. Staff recommended denial of the application at first reading due to the amount of storage units planned for the property. The Board opted to approve first reading and will proceed with the complex consultation process. This will require the applicant to hold a public information meeting. [View Board report.](#)

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

Announcement

Chief Financial Officer retirement

Jodi Pierce, the Columbia Shuswap Regional District's (CSRD's) General Manager, Financial Services and Chief Financial Officer, has announced her retirement effective September 2025.

Pierce, a Certified Public Accountant (CPA), has been in the lead role for the CSRD's Financial Services department since 2014 and with the CSRD since 2010. [View news release.](#)



Next Board Meeting

Thursday, April 17, 2025



REQUEST FOR DECISION

To: Mayor & Members of Council

Title: Deputy Corporate Officer – Marina Lease, Sub-Lease and Operations Extension

Date: April 14, 2025

Motion for Consideration:

THAT: the Mayor and Corporate Officer be authorized to execute an extension of the Marina Lease, Sub-Lease and Operation Agreement with Sea Dog Rentals Inc. to September 30, 2026 subject to approval by the Ministry of Water, Land and Resource Stewardship and *Community Charter* advertising requirements.

Background:

Sea Dog Rentals Inc. (Sea Dog) has had an Agreement with the City to lease, sub-lease and operate the Marina since 2015 under the following terms and conditions:

- Annual lease fee of \$40,000.00
- Payment of property taxes, as assessed each year
- a sewage pumpout charge of \$5.00 per pleasure craft and \$10.00 per houseboat to be levied upon Sea Dog annually, in addition to a portion of the sewer, water and electric charges; and
- Proof of sufficient insurance, including coverage for Marina Operators Legal Liability and Vessel or Craft Liability is required

The City has held a foreshore license with the Province since 1987. The licence expired in 2021 and staff submitted an application to renew at that time. The Ministry of Water, Land and Resource Stewardship has confirmed that the City's application is currently in the review queue. It is anticipated that it will take approximately two (2) years before the City receives an update. Meanwhile, the Ministry has advised that the City can continue to operate and use the foreshore as usual.

Staff have a positive working relationship with Sea Dog, are satisfied with the current arrangement and recommend that the agreement extend to September 30, 2026 under the same terms and conditions as the original agreement dated January 31, 2022 with the addition of the following provisions:

- that Sea Dog will obtain a Waiver from each of its boat slip/moorage tenants indemnifying and saving the City harmless from any loss resulting in fire, theft, vandalism, etc.;
- that the City be notified of any potential sale of Sea Dog. The City retains the right to request financial and business information on any potential operator and may terminate the lease agreement if the operator does not demonstrate suitability; and
- Updated renewal rates:

May 1, 2025 - \$20,520.00	August 1, 2025 - \$20,520.00
May 1, 2026 - \$20,520.00	August 1, 2026 - \$20,520.00

Staff propose setting the 2025 renewal rate at the 2024 rate plus BC Consumer Price Index (CPI) of 2.6%, resulting in a \$1,040.00 increase for 2025. For 2026, staff propose that the rate would be the 2025 rate plus the BC CPI, consistent with other City leases. Sea Dog has requested that the 2026 rate remain at \$41,040.00 annually, and staff support this request.

Staff intend to issue a Request for Proposals for the operation of the Marina upon expiration of this lease in 2026.

Legislative authority / plans / reports:

X	Official Community Plan		Master Plan – Parks and Recreation
X	Community Charter/LGA – Section 94		Other
	Bylaw/Policy		Corporate Strategic Plan
	Zoning Bylaw		2025-2029 Financial Plan
			Long Term Financial Plan

Financial Considerations:

The increase in the lease rate for 2025 aligns with the BC CPI.

Alternatives & Implications:

THAT: Council direct staff to conduct a Request for Proposals process for the operation of the Marina for 2025.

Communication:

Pursuant to *Community Charter* requirements, the intent to lease the Marina 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: None



REQUEST FOR DECISION

To: Mayor & Members of Council

Title: Deputy Corporate Officer – CSRD Fire Dispatch Service Agreement

Date: April 14, 2025

Motion for Consideration:

THAT: the Mayor and Corporate Officer be authorized to execute the Fire Dispatch Agreement with the Columbia Shuswap Regional District (CSRD) for a term of five (5) years commencing January 1, 2025 to December 31, 2029.

Background:

In 2010, the Columbia Shuswap Regional District (CSRD) entered into an agreement with the City of Surrey to provide fire dispatch services for the CSRD's volunteer fire departments, its member municipalities and the Town of Field. At that time, the City of Salmon Arm (the "City") entered into a Fire Dispatch Agreement with the CSRD which outlined the roles and responsibilities of the City under this master agreement, including the City's portion of the Annual Dispatch Fees. This Agreement was renewed in 2014 and in 2019 based on the positive shared experience and satisfaction with the services offered.

The estimated cost at time of signing and actual Annual Dispatch Fees for 2020 – 2024:

	Estimate	Actual	% diff.
January 1, 2020 to December 31, 2020	\$23,197	\$23,197	0.0 %
January 1, 2021 to December 31, 2021	\$25,685	\$25,595	(0.4%)
January 1, 2022 to December 31, 2022	\$27,117	\$26,949	(0.6%)
January 1, 2023 to December 31, 2023	\$28,628	\$28,727	0.3 %
January 1, 2024 to December 31, 2024	\$30,224	\$34,447	14.0 %

The CSRD has renewed its agreement with the City of Surrey for an additional five (5) years to December 31, 2029, and has provided a renewal agreement to the City for signature. The CSRD has provided the City with its agreement with the City of Surrey and an allocation of City of Surrey Fire Dispatch Costs for review as well as the 2024 Surrey Fire Regional Dispatch Centre Annual Report for the Salmon Arm Fire Department.

In a Board Report to the CSRD directors, it was noted that the service cost to the CSRD has increased by approximately 22% overall due to increased call volume since the endorsement of the previous agreement.

The City of Surrey has proposed band rates for call volume, with 10% future call volume increases per band to address escalation in agency call volume increases over the agreement term. If overall call volumes exceed the prescribed rate bands, rates will increase accordingly.

Based on the new calculations, the City's portion will reflect an increase of approximately 4.6% in the first year and approximately 5.1% thereafter:

- January 1, 2025 to December 31, 2025 \$36,033
- January 1, 2026 to December 31, 2026 \$37,853
- January 1, 2027 to December 31, 2027 \$39,765
- January 1, 2028 to December 31, 2028 \$41,775
- January 1, 2029 to December 31, 2029 \$43,885

The City pays approximately 32% of the total cost of the contracted services which was originally calculated based on each participants assessed value of improvements. There are no concerns with the services provided by the City of Surrey and there is good value with the current arrangement.

Legislative authority / plans / reports:

	Official Community Plan		Master Plan
	Community Charter/LGA		Other
	Bylaw/Policy		Corporate Strategic Plan
	Zoning Bylaw	X	2025-2029 Financial Plan
			Long Term Financial Plan

Financial Considerations:

The amount of \$47,000 is allocated in the 2025 Budget for Fire Dispatch Services which includes the Surrey Fire Regional Dispatch as well as other dispatch related costs.

Alternatives & Implications:

THAT: Council direct staff to pursue alternative options for fire dispatch services.

Communication:

n/a

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

Attachments:

- 2024 Surrey Fire Regional Dispatch Centre Annual Report for the Salmon Arm Fire Department

2024

Surrey Fire Regional Dispatch Centre Annual Report for Salmon Arm Fire Department



The following report provides a comprehensive analysis of FDM CAD and RMS statistical data for review, including dispatch performance standards, system availability, and upgrades to dispatch service equipment. Additionally, the report outlines upcoming projects and initiatives for 2025.



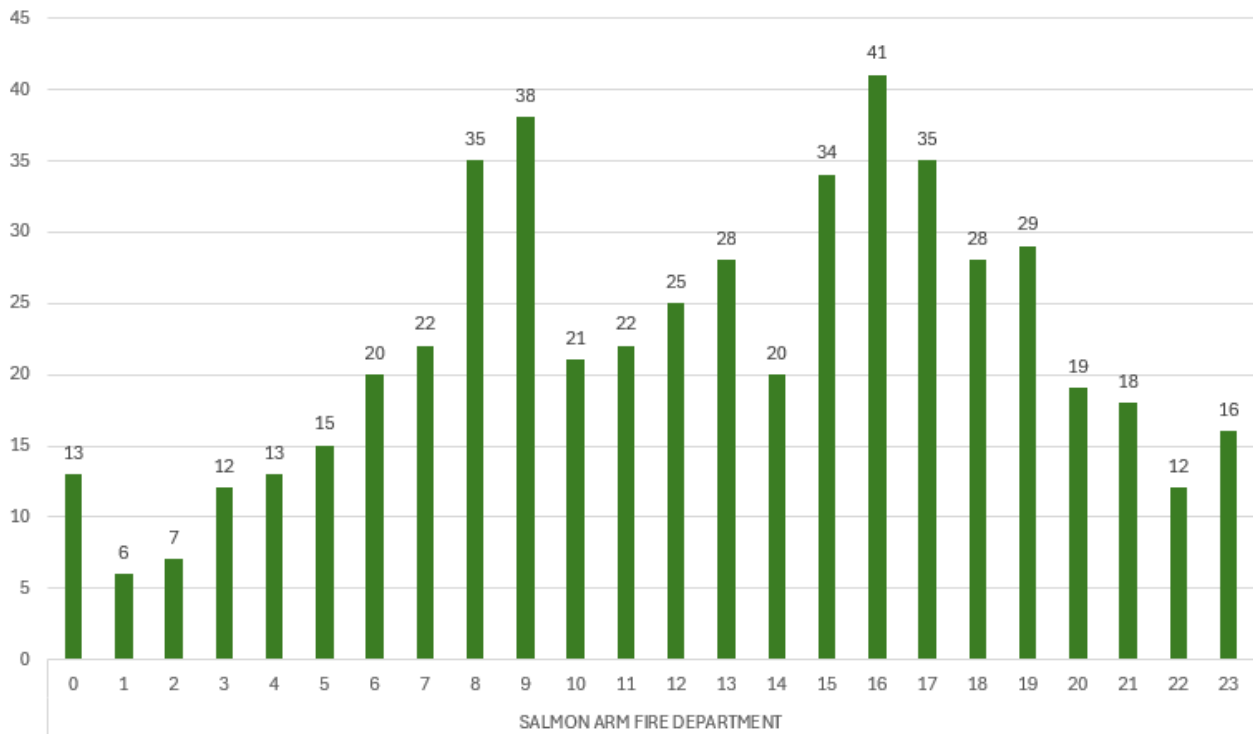
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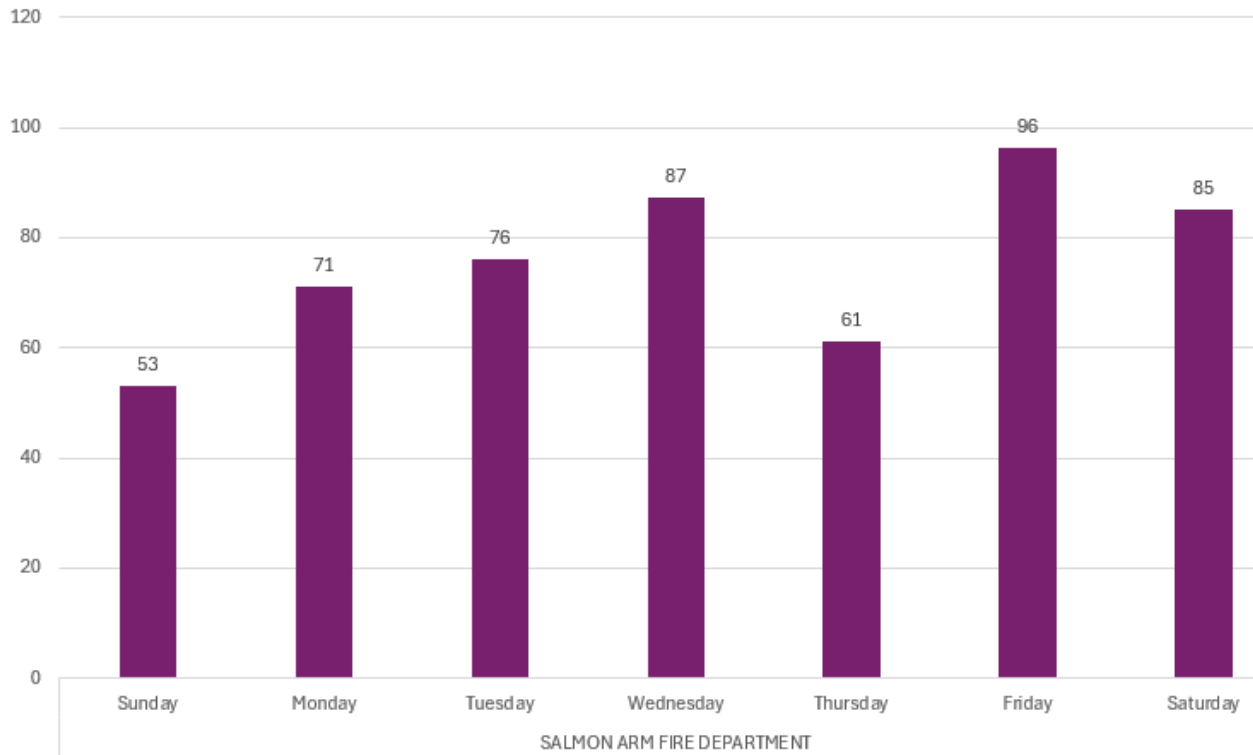
Salmon Arm Fire Incident Statistics



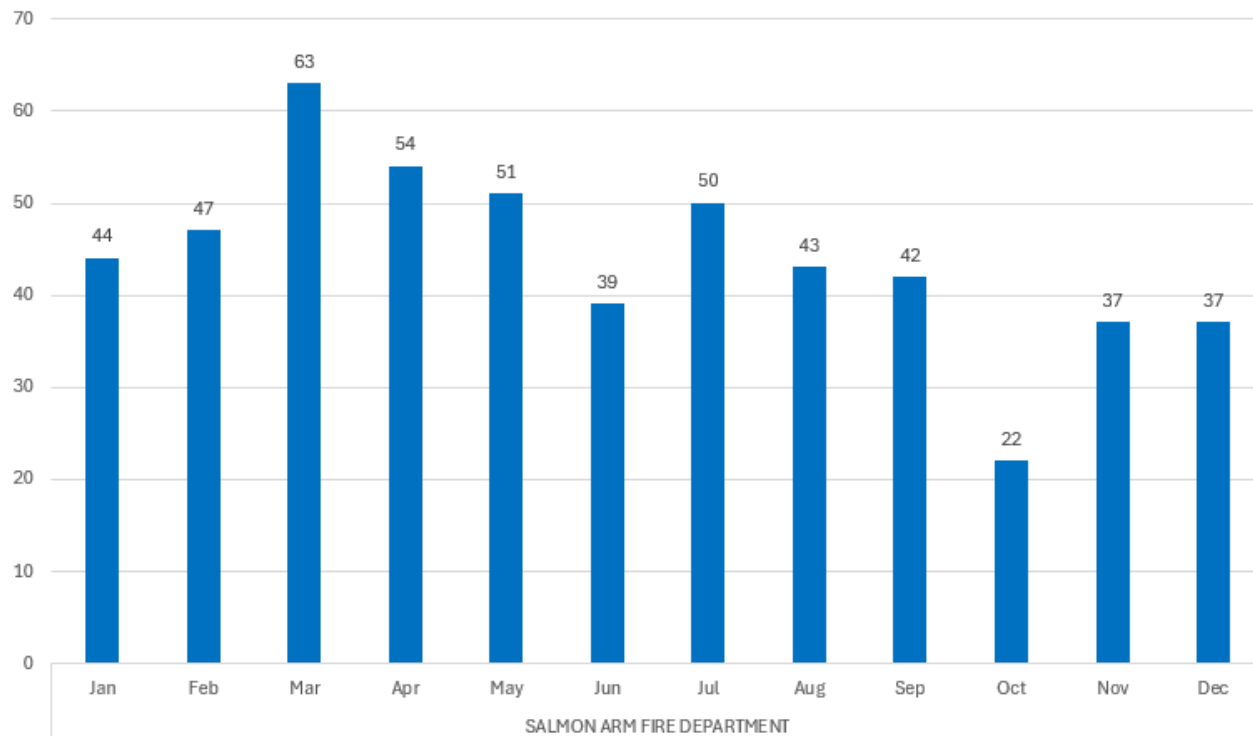
Salmon Arm Fire Incidents by Hour of Day: 529



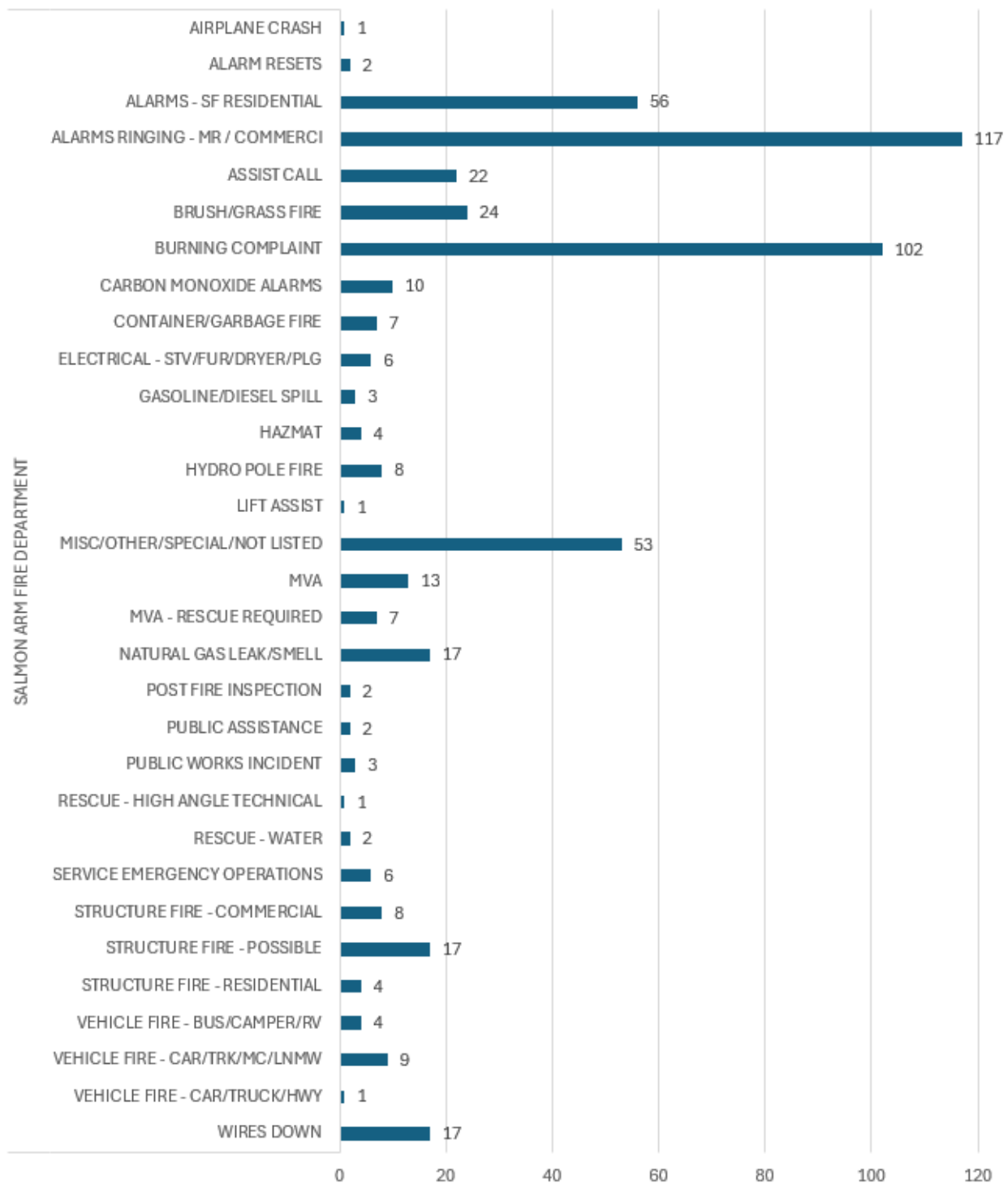
Salmon Arm Fire Incidents by Day of Week: 529



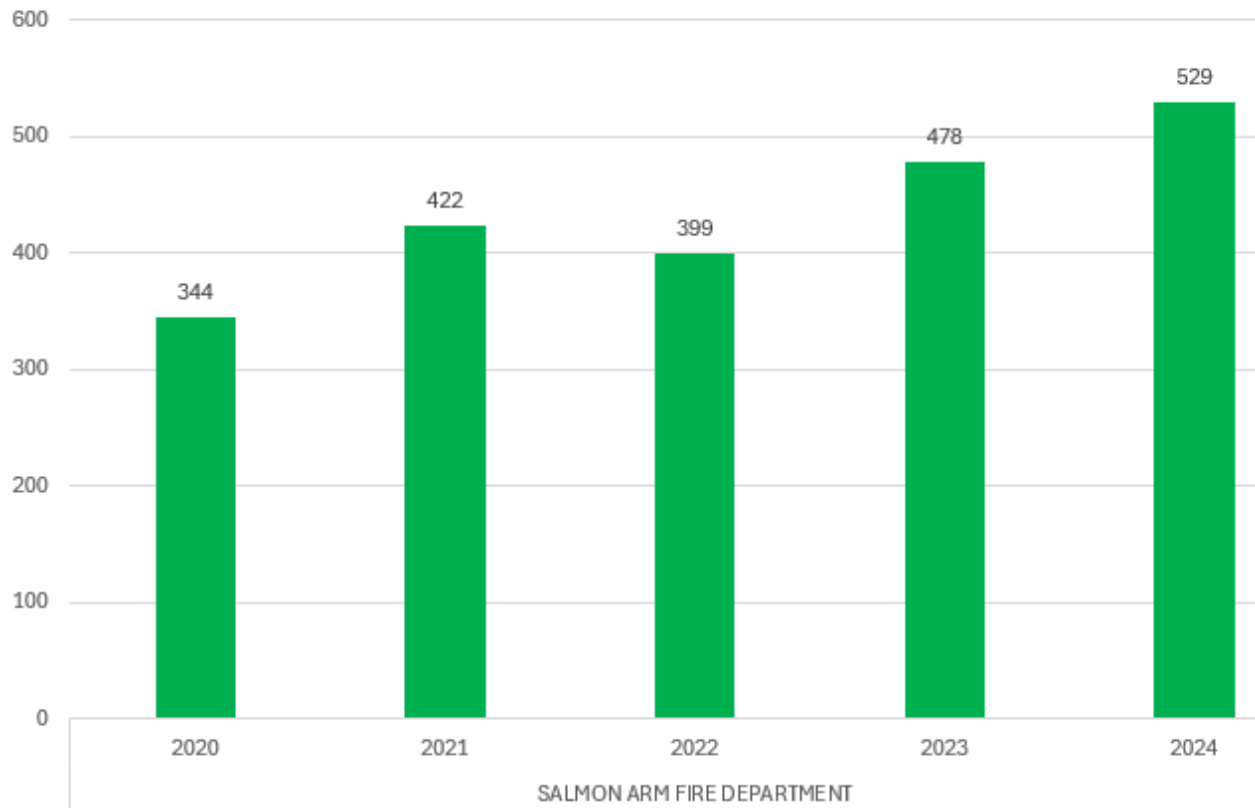
Salmon Arm Fire Incidents by Month: 529



Salmon Arm Fire Incidents by Incident Type: 529

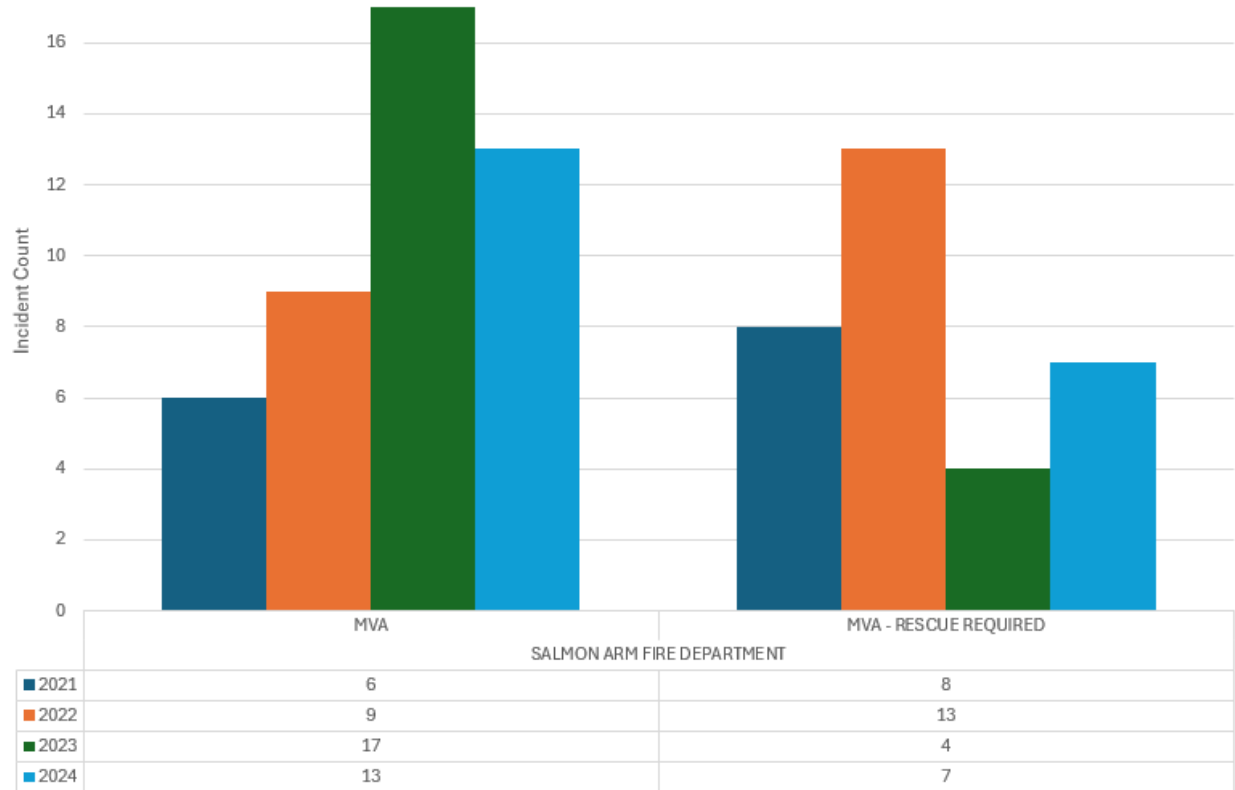


Salmon Arm Incidents - 5 Year Comparatives



Salmon Arm Motor Vehicle Accidents (MVA & Rescue MVA)

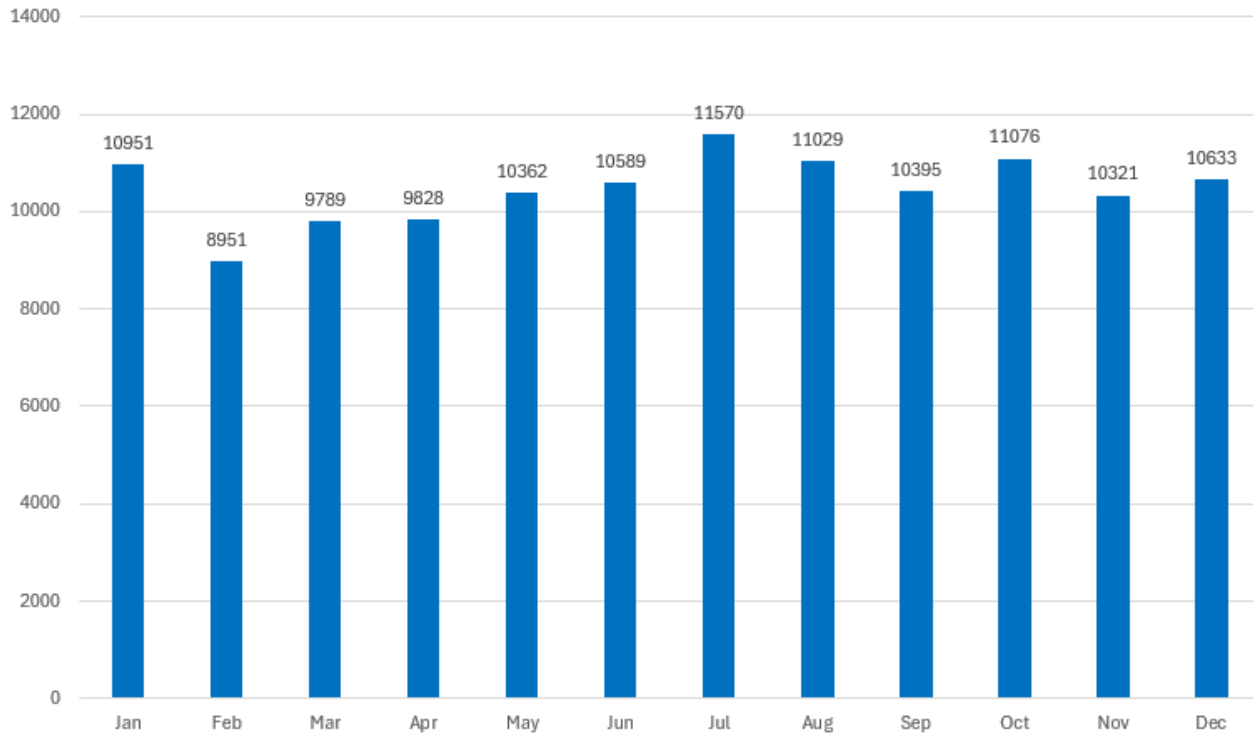
4 Year Comparatives



Surrey Regional Dispatch Total Incident Statistics for all Clients

(Including Fire, Medical, Rescue, Public Assist, Public Works, Bylaws)

2024 Total Incidents by Month: 125,494



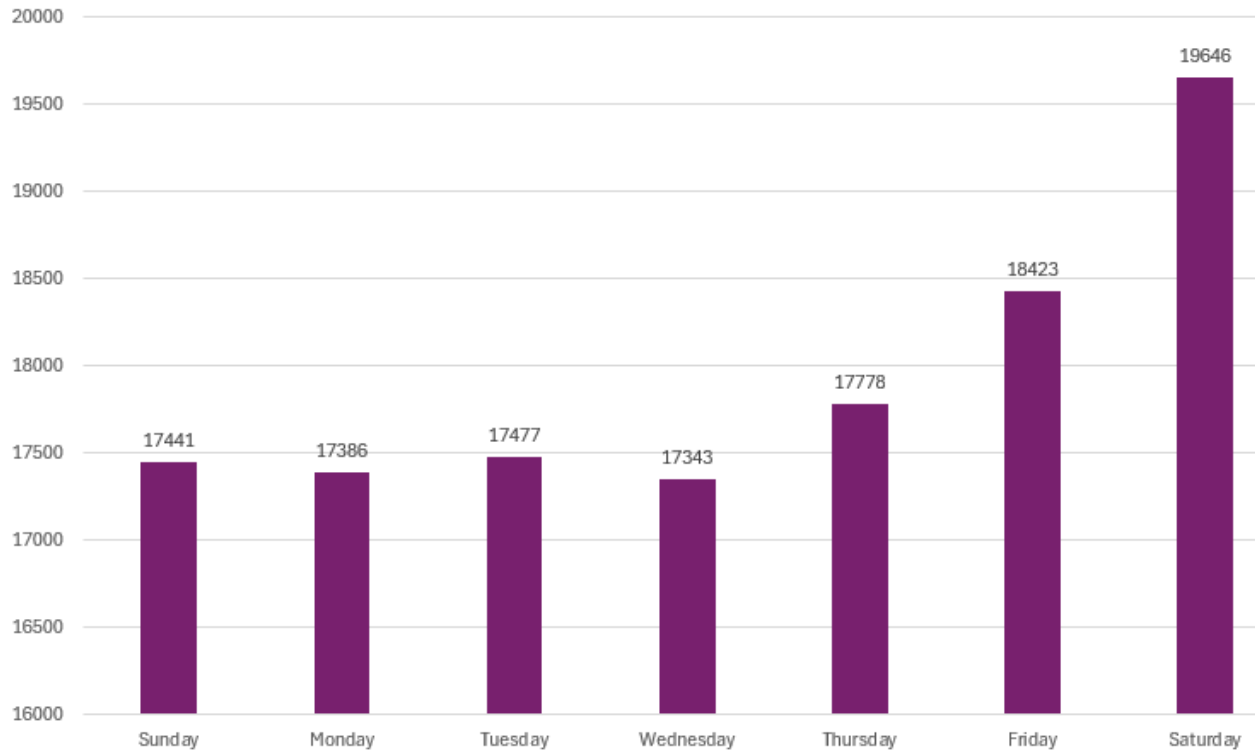
The 2024 total incident count of 125,494 represents a **4.48%** increase from the 2023 total.

Not included in the above total are **6,321** “Transferred Incidents” that were created for tracking purposes.

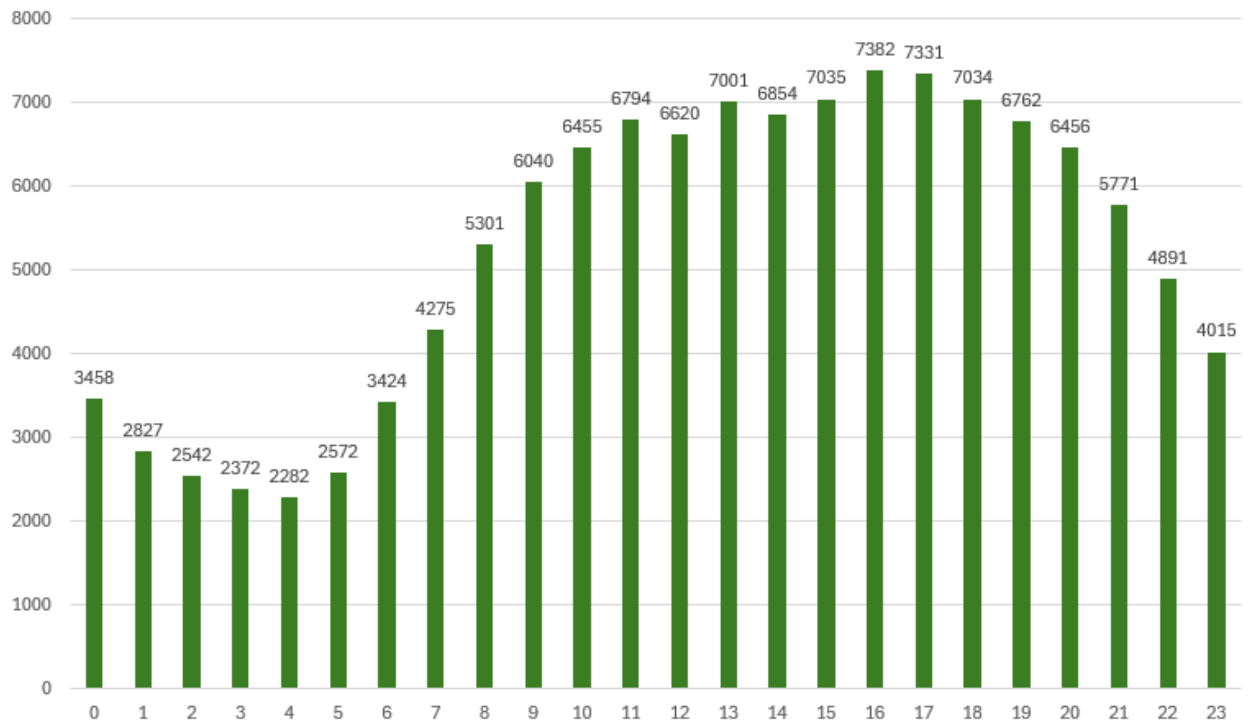
These are calls that were either misdirected from other PSAPs (i.e., E-Comm Vancouver, E-Comm Vancouver Island) or BCAS, or where calls were received in the centre from the public that were intended for other emergency service agencies (i.e., police, forestry, BCAS).



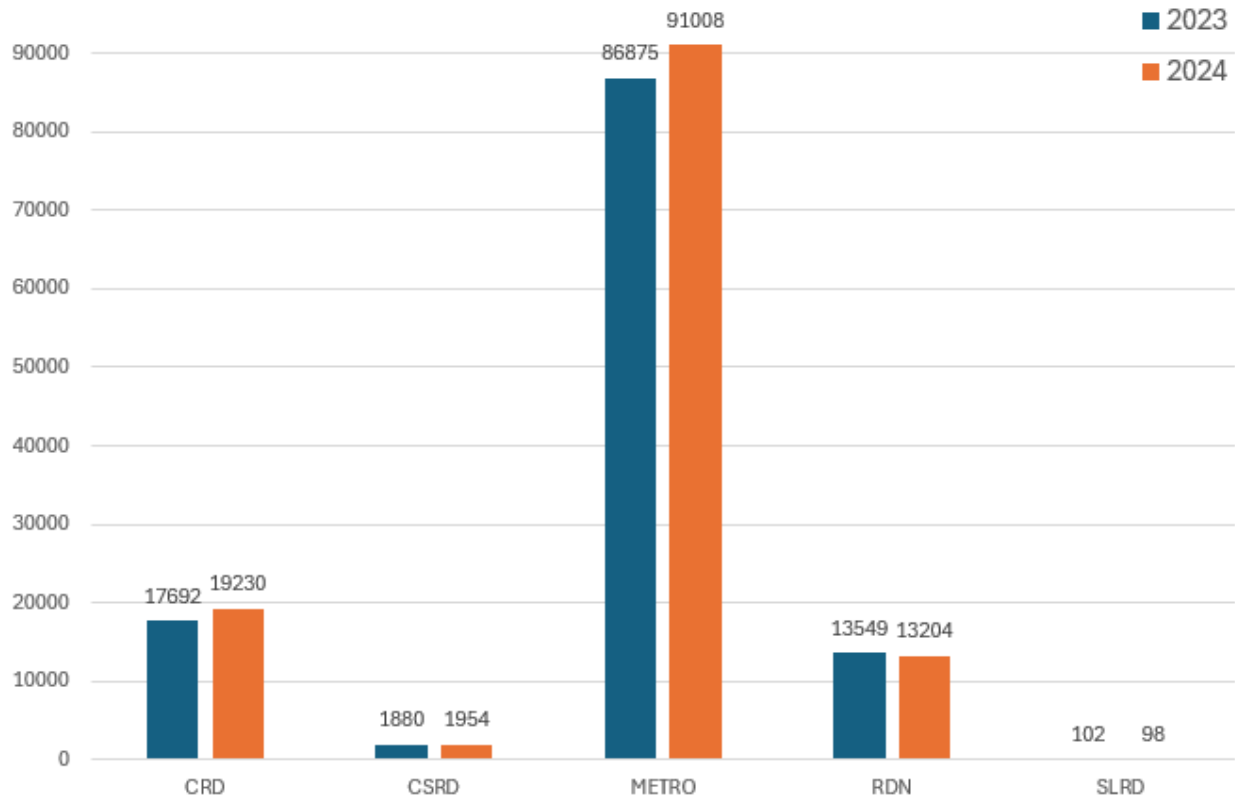
2024 Total Incidents by Day of Week: 125,494



2024 Total Incidents by Hour of Day: 125,494



2023 – 2024 Regional District Comparatives

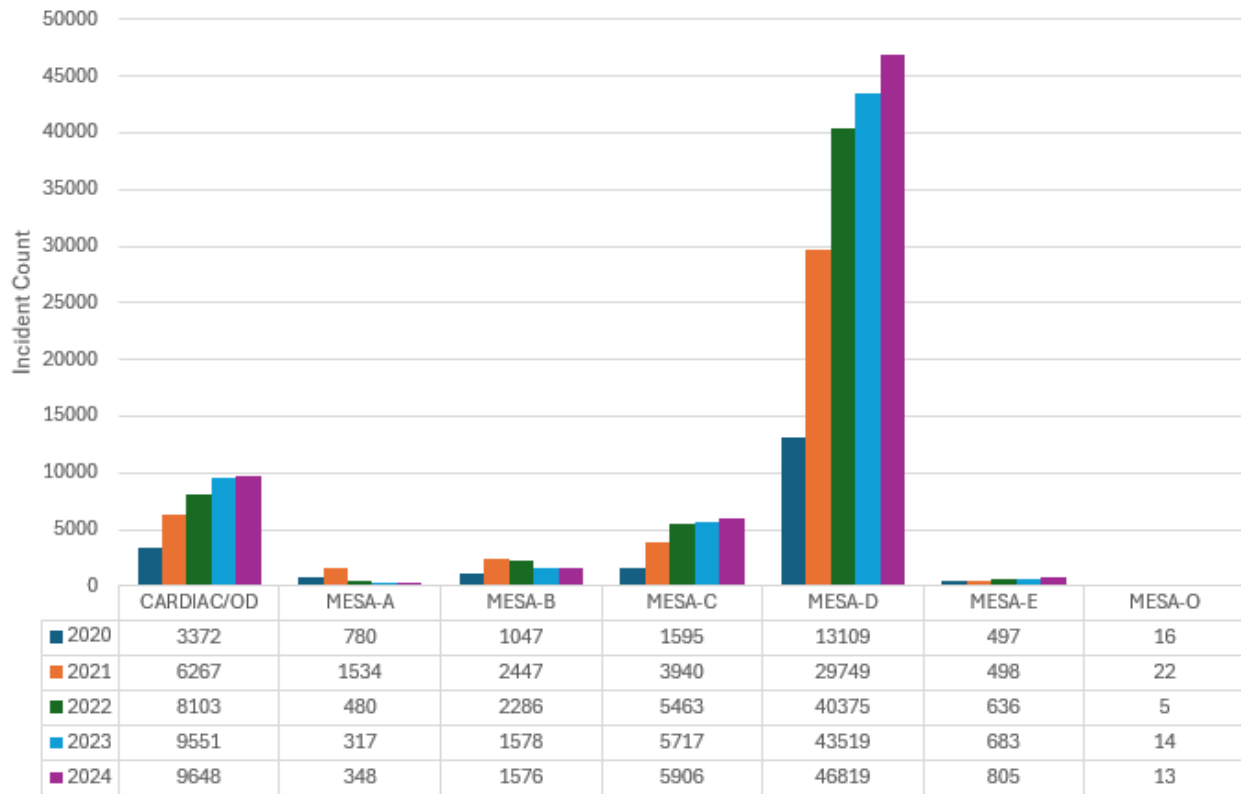


Call volumes in all regions stayed relatively consistent between 2023 and 2024, except for Metro Vancouver and the Capital Regional District as follows:

- CRD (Capital Regional District) 8.7 % increase from 2023 to 2024
- Metro Vancouver 4.6 % increase from 2023 to 2024

Mesa Call Volume 5 Year Comparatives

2020 - 2024 Total Mesa Incidents by Severity Level



2020 MESA Calls	20,416
2021 MESA Calls	44,457
2022 MESA Calls	57,348
2023 MESA Calls	61,379
2024 MESA Calls	65,115
Increase: 2023 to 2024	3,736
Increase in %: 2023 to 2024	6.09%

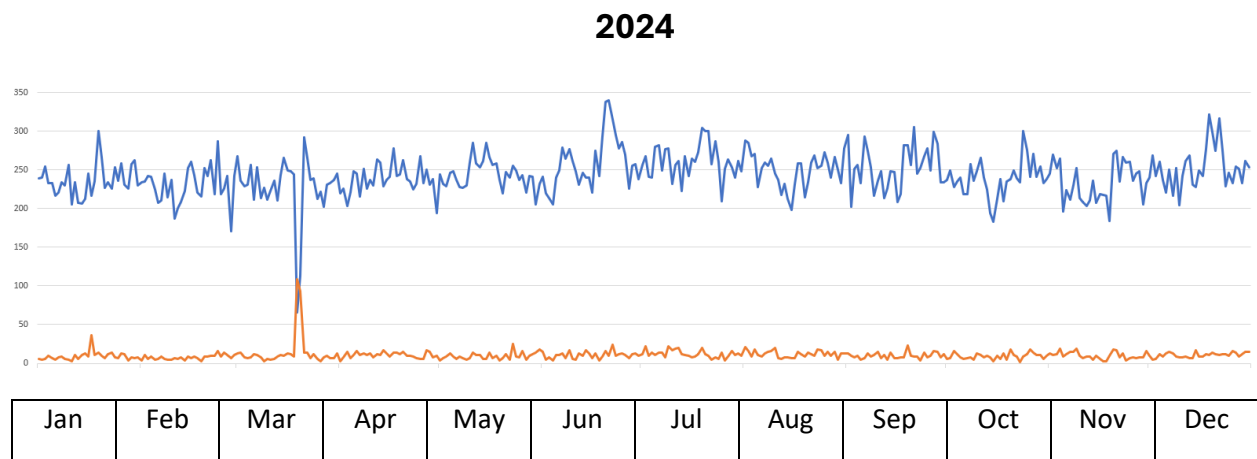
MESA Calls Received from Ambulance

Automatic vs Manual

The below chart outlines the MESA calls received from BC Ambulance into our CAD system for 2024.

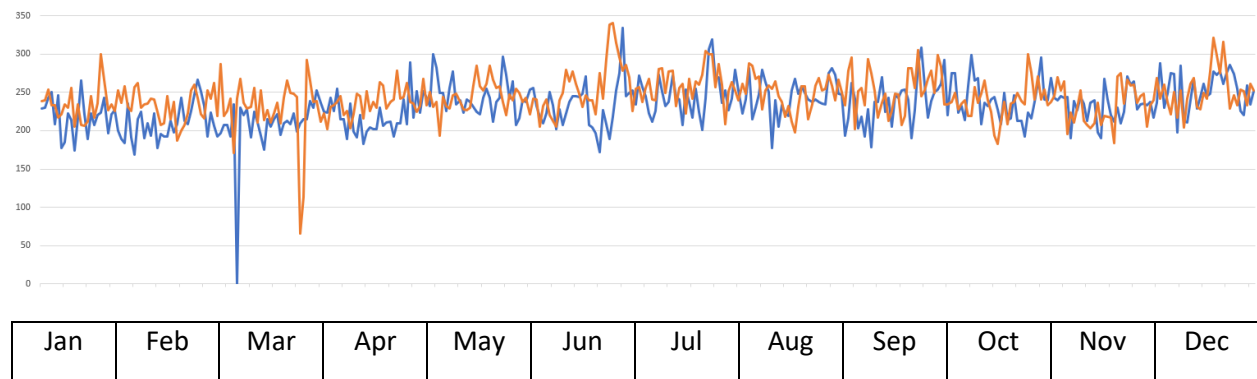
The **blue** line represents calls received automatically through the CAD to CAD EHS Interface gateway. It is important to note that the blue line represents all calls from EHS, regardless of whether a department attends or not. For example, if a department does not respond to orange calls, those calls still populate in our CAD and the filtering system within FDM will either present the call to Dispatch or send a “Fire not responding” message back to EHS.

The **amber** line represents calls that were manually called over by either of the 3 EHS dispatch locations.

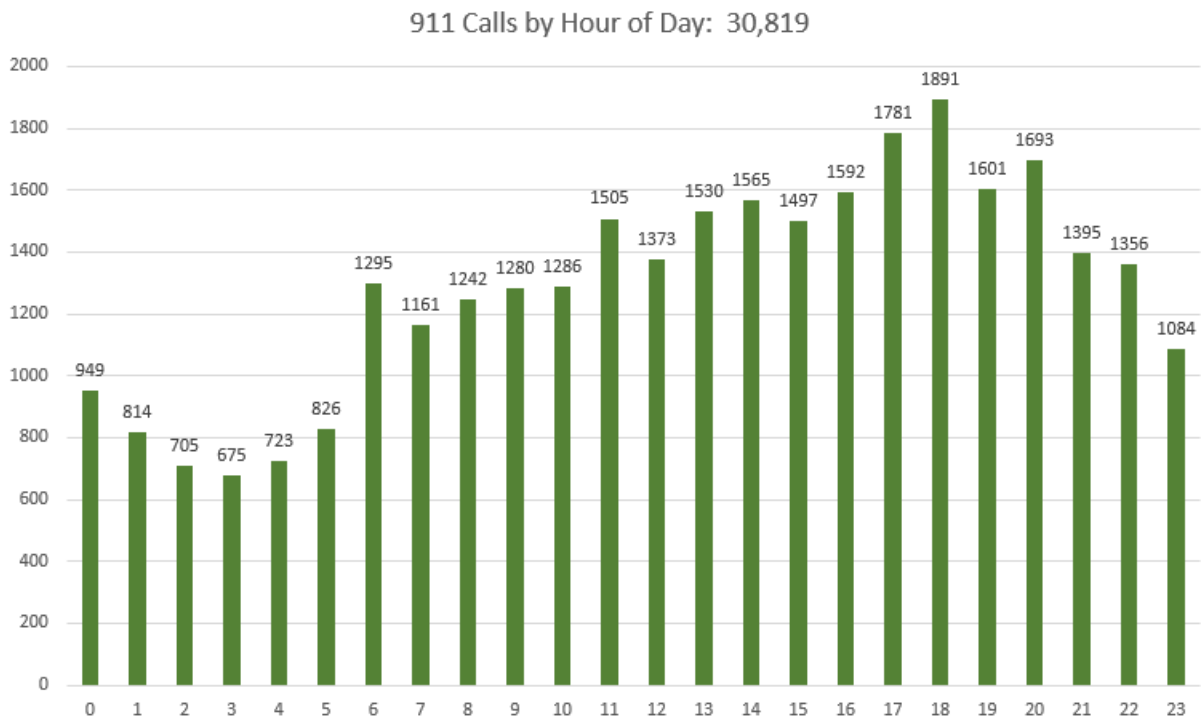
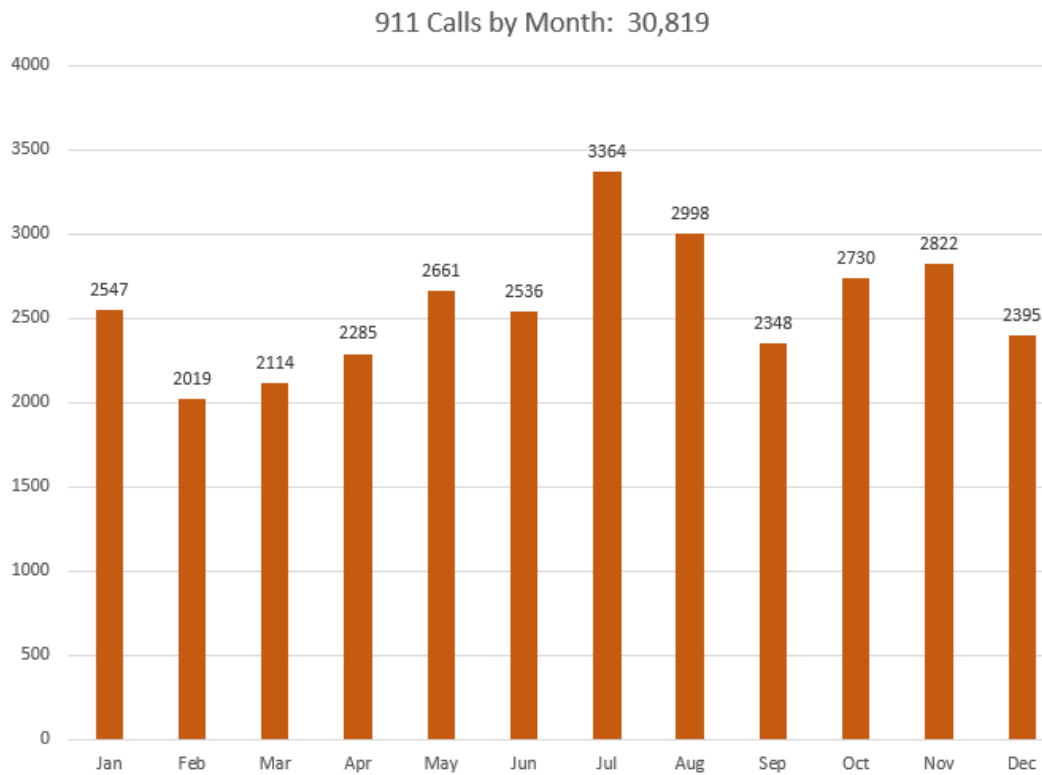


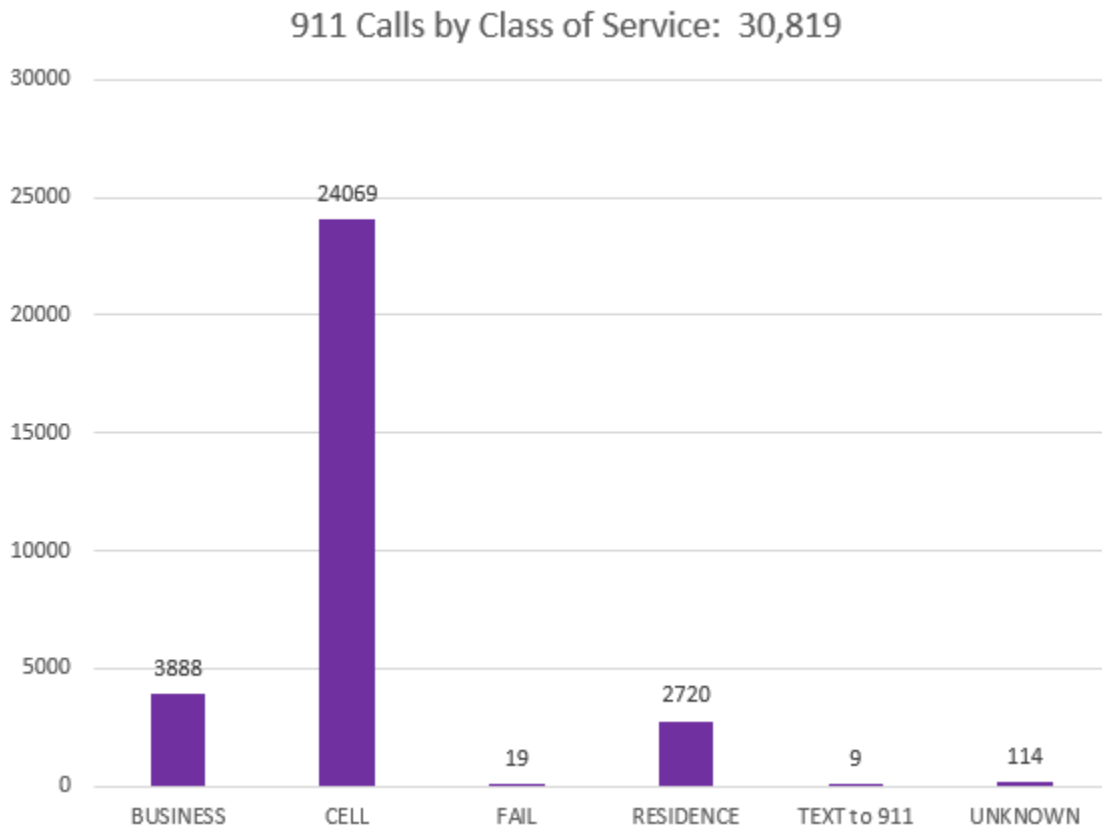
Volume Comparisons – 2023 vs 2024

The **blue** line represents 2023 and the **amber** line is 2024. The blue spike in 2023 represents leap year (No Feb 29 in 2023) and the **amber** spike in March 2024 represents the shutdown of our old gateway VPN to replace with a new SD-WAN multi-channel (cell phone redundancy) connection to BCEHS.



Total 911 Calls Answered by Centre – 2024





911 calls from cell phones continue to increase year after year, and in 2024, represent 78.1% of the total number of calls answered. Residential and business landlines represent at 21.4%.

Unlike landlines, calls originating from cell phones take extra time to process, primarily because the ani/ali (automatic name identifier/automatic location identifier) feed does not contain the exact location of the caller, and more questioning is required to ascertain that information.

Despite this, Surrey Fire Regional Dispatch continues to meet and exceed the NFPA emergency call processing requirement of 60 seconds or less, 90% of the time, year after year.

Dispatch Performance

NFPA 1225 Standard – 2022 Edition

Surrey Fire Dispatchers are committed to providing service excellence in call handling and dispatching of emergency incidents.

Our performance statistics for the past 5 years are provided below. Surrey Fire Dispatch continually meets and exceeds the NFPA 1225 Standard for Emergency Services Communications – 2022 edition, year after year.

NFPA 1225 Standard: Emergency event processing 60 seconds or less 90% of the time



Excerpt from NFPA 1225 Standard for Emergency Services Communications**15.4 Operating Procedures**

15.4.4 Emergency event processing for the highest prioritization level emergency events listed in 15.4.4.1 through 15.4.4.2 shall be completed within 60 seconds, 90 percent of the time.

15.4.4.1 The following types of calls where there is an imminent threat to life shall be included in the highest prioritization level:

- (1) Trauma (e.g., penetrating chest injury)
- (2) Neurologic emergencies (e.g., stroke, seizure)
- (3) Cardiac-related events
- (4) Unconscious/unresponsive patients
- (5) Allergic reactions
- (6) Patient not breathing
- (7) Choking
- (8) Other calls as determined by the AHJ (authority having jurisdiction)

15.4.4.2 The following types of calls where significant property loss/damage is likely or actively occurring shall be included in the highest prioritization level:

- (1) Fire involving or potentially extending to a structure(s)
- (2) Explosion
- (3) Other calls as determined by the AHJ

15.4.4.4 The following types of calls shall be exempted from the requirements of 15.4.4:

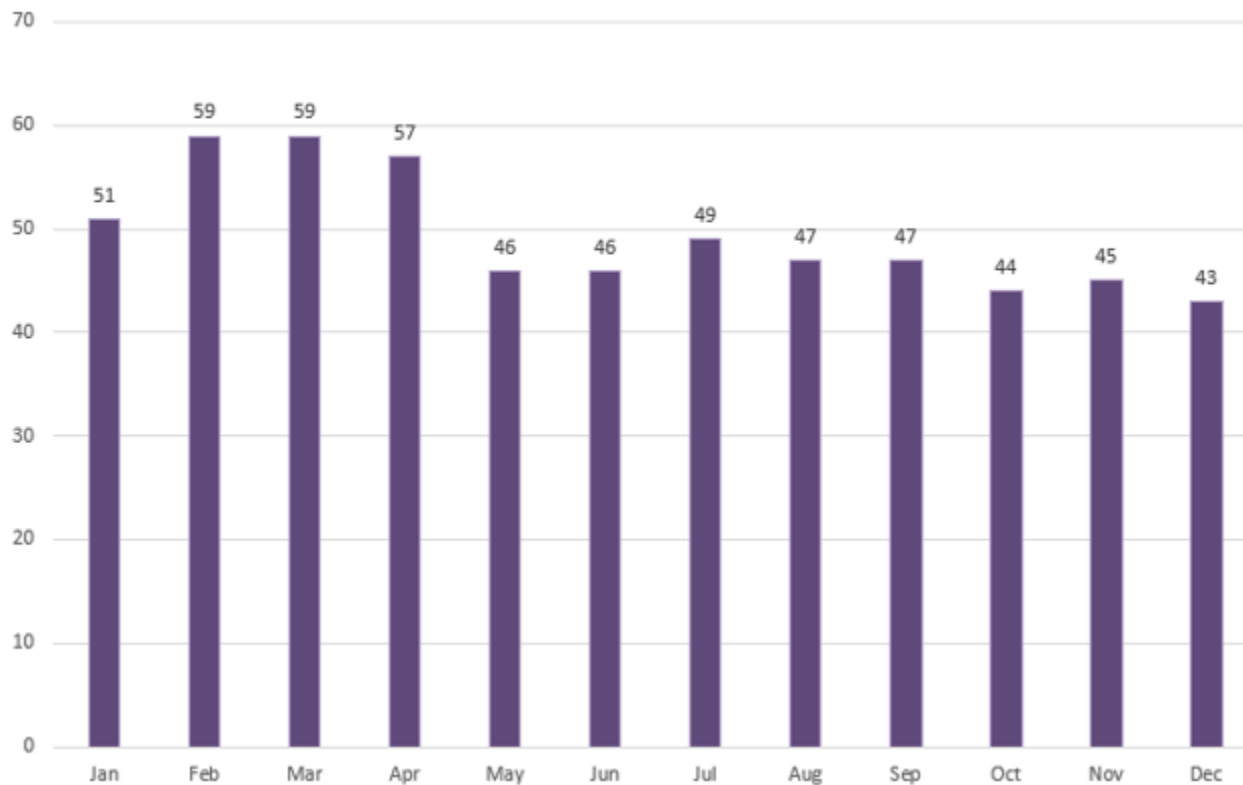
- (1) Joint responses with law enforcement (involving weapons)
- (2) Hazardous materials incidents
- (3) Technical rescue

15.4.4.5 The following types of mitigating circumstances shall be exempted from the requirements of 15.4.4:

- (1) Language translation
- (2) Incomplete location
- (3) TTY/TDD
- (4) SMS message to 9-1-1
- (5) Calls received from outside the normal area of responsibility and/or service area
- (6) Calls requiring use of a PSAP registry or similar tool to determine the appropriate PSAP and/or transfer location
- (7) Calls received during a significant disaster that severely and significantly depletes available resources, impacts local infrastructure, and could result in changes to normal dispatcher procedures (disaster mode)

Surrey Fire Regional Dispatch Performance Standards

2024 Combined Call Taking and Dispatch Times at 90% Percentile

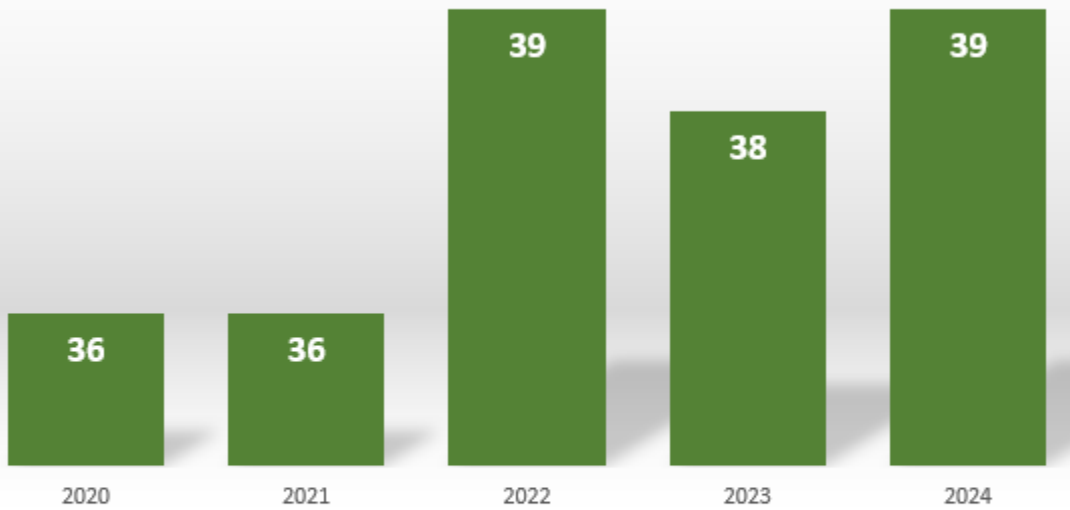


The increased processing times from January to April can be attributed to the onboarding and training of eleven (11) new call-takers and dispatchers. As these new operators acclimate to their roles, processing times are expected to remain higher until they gain experience and confidence in their responsibilities.

On average, it takes approximately three months for new staff to become proficient in caller questioning, which in turn enhances the efficiency of call processing.

2020 - 2024 Call Processing at 90% Percentile

Call Processing in Seconds @ 90th Percentile



Dispatch in Seconds @ 90th Percentile

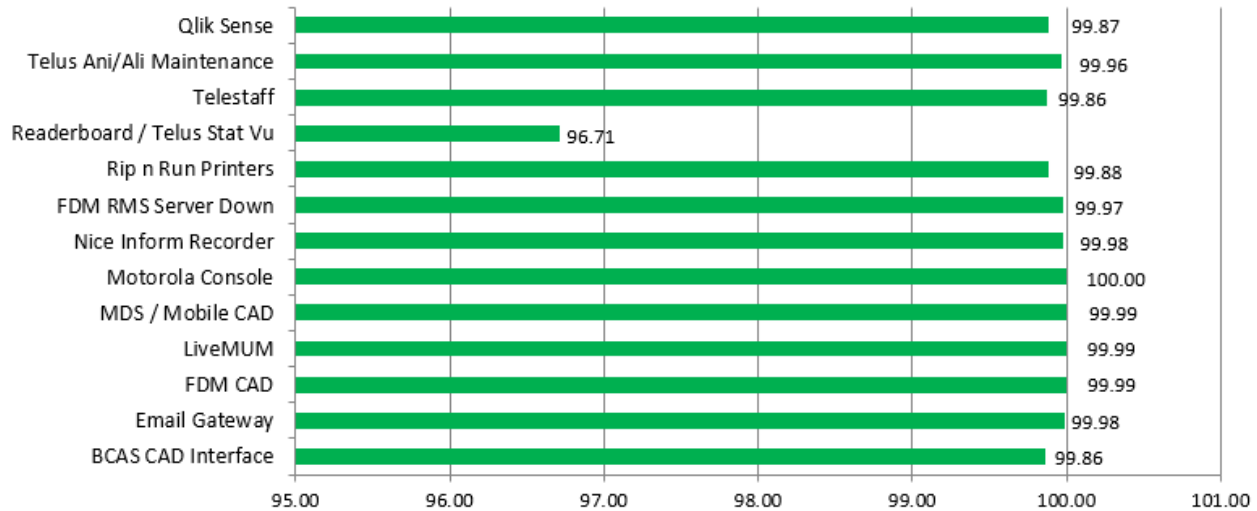
Five Year Average Call Handling @ 90th %

Call Processing	37.6 seconds
Dispatching	11.2 seconds
Total	48.8 seconds

Dispatch Services Uptimes and Outages/Issues

System uptimes are calculated to quantify the service that occurred in 2024

Percentage (%) of Dispatch Service Availability



2024 Total System Downtime (hr:min)	
Qlik Sense	11 hrs: 00 min
Telus Ani/Alti Maintenance	3 hrs: 36 min
Telestaff	11 hrs: 50 min
Readerboard / Telus Stat Vu	288 hrs: 00 min
Rip n Run Printers	10 hrs: 17 min
Nice Inform Recorder	2 hrs: 00 min
Motorola Console/Radios	20 min
MDS / Mobile CAD	30 min
LiveMUM	30 min
FDM CAD	40 min
Email Gateway	1 hr: 47 min
BCAS CAD Interface	12 hrs: 9 min

Dispatch Service and Equipment Upgrades

January

- Published annual reports for 2023 to all clients
- Provided annual client letters with dispatch service fee amounts
- Participated in weekly NG 9-1-1 meetings between Telus, Komutel (call handling solution), Avaya (phone switch) and City of Surrey
- RFI for CAD Replacement – participated in vendor demos
- Enrolled four (4) Cover Supervisors in the three-day Fire Service Instructor course
- New BC Hydro portal for reporting emergencies has been deployed in the Dispatch Centre
- Hired seven (7) new part timer radio operators

February

- Accepted four (4) senior dispatchers into the Administrative Development Program (ADP) where they will be provided with education and training opportunities as follows:
 - Acting Communication Manager opportunities
 - Manager 101 (workshop training throughout the year facilitated by City of Surrey staff and external companies)
 - Adhoc special projects related to the dispatch centre
- Call-taker training began for seven (7) new part time radio operators



March

- E-Comm performed Motorola Console upgrades in Dispatch Centre
- Enrolled four (4) Cover Supervisors in the JIBC Frontline Leadership course
- One day shutdown of our old BCEHS gateway VPN to replace with a new SD-WAN multi-channel (cell phone redundancy) connection to BCEHS.

April

- Celebrated Emergency Services Dispatchers and 911 Awareness Week Apr 14-20
- Began the six-month process of decommissioning FDM CADView product – replaced with CAD to CAD
- Participated in the ABC911 Annual Conference in Richmond

May

- Designed and constructed a new dedicated Dispatch training centre to facilitate six (6) students and two (2) instructors at our Fire Hall 10
- Roll out of CAD to CAD to all interested clients. CAD to CAD replaces the FDM CADView
- Revamped the entire dispatch training program, based on feedback from trainers and new hires

**June**

- Participated in the BC Fire Expo in Kamloops

July

- Conducted evacuation drills over a 3-week period for all staff – full and part time
 - 97.1 % participation
- Psychometric testing review for Radio Operator hiring process

August

- Enrolled four (4) ADP (Administrative Development Program) operators in the City of Surrey Manager 101 courses

September

- Facilitated annual client meeting at Surrey's Central Training Facility
 - 10 clients attended in person
 - 22 clients attended via Teams
- Published RFP for CAD Replacement

October

- Enrolled four (4) Cover Supervisors in the UFV Evidence Based Decision Making Course

November

- RFP for CAD Replacement closed
- Conducting a feasibility study to assess whether Fire Hall 10 Dispatch Training Centre is suitable for relocating our evacuation site
- Created a 6-hour cover shift to allow the Supervisor to step back from an operational position to assist and provide mentorship to new operators and to take on more of a Supervisor role within the centre
- Telecom Posting for additional member to join IT/Radio team

December

- Reviewed RFP submissions and booked three (3) CAD vendor demos for Q1 2025

Upcoming Projects and Initiatives in 2025

- Go Live of Next Generation 9-1-1 (NG 9-1-1) – for Voice only (RTT – real time text to follow in a few years) scheduled for March
- Decommission FDM CADView and physical Citrix tokens and shared accounts
- Continual participation in the ABC911 Association, Tri-Services Working Group and Capital Regional District (CRD) 9-1-1 meetings
- Continual participation in the Canadian National NG911 Training Collective
- Continual participation on E-Comm User Committee meetings
- Continual participation in the CRTC Emergency Services Working Group (ESWG) meetings
- Continual participation in NG 9-1-1 webinars presented by Telus and the Emergency Services Working Group (ESWG)
- Continual participation in Avaya/Komutel/Telus/City of Surrey Weekly NG9-1-1 meetings
- Surrey Fire Regional Dispatch BC Fire Expo Trade Show participation at the FCABC Conference in Penticton, June 2025
- Participation in the Provincial Public Safety Broadband Network (PSBN) working group meetings

REQUEST FOR DECISION

To: Development & Planning Services Committee

Title: Development Permit Application No. DP-463 (Highway Service / Tourist Commercial)

Legal: Lot 1, Section 15, Township 20, Range 10, W6M, KDYD, Plan EPP10328, Except Plans EPP17085 and EPP18478
Civic: 2991 - 9 Avenue SW
Owner: Salmon Arm Shopping Centres Ltd. And Calloway REIT (Salmon Arm) Inc
Agent: SmartCentres Management Services Inc. (Savard, B.)

Date: April 7, 2025

Executive Summary/Purpose:

This proposal is for two 6-storey residential multiple family buildings consisting of 129 and 93 dwelling units, subject to the guidelines of the "Highway Service Tourist Commercial Permit Area".

Motion for Consideration:

THAT: the Development and Planning Services Committee recommends to Council that Development Permit No. 463 be authorized for issuance for that part of Lot 1, Section 15, Township 20, Range 10, W6M, KDYD, Plan EPP10328 Except Plans EPP17085 and EPP18478 (2991 9 Avenue SW) in accordance with the drawings dated March 13, 2025 attached to this memorandum;

AND THAT: issuance of Development Permit No. 463 be withheld subject to the receipt of an Irrevocable Letter of Credit in the amount of 125% of a landscaper's estimate for completion of the landscaping plan.

Staff Recommendation:

THAT: the Motion for Consideration be adopted.

Proposal:

This proposal is for two 6-storey residential multiple family buildings consisting of 129 and 93 dwelling units, subject to the guidelines of the "Highway Service Tourist Commercial Permit Area".

Background:

The subject parcel is located at 2991 – 9 Avenue SW, and is comprised of the developed and undeveloped portions of the Smart Centres property (Appendix 1 & 2). Development on the site has largely proceeded to date under a series of Development Permit applications which were considered and supported through 2008 to 2011.

The subject parcel is designated Highway/Tourist Commercial in the City's Official Community Plan (OCP) and zoned CD-8 (Comprehensive Development Zone) in the Zoning Bylaw (Appendix 3 & 4). This large parcel is approximately 25 hectares (61.75 acres) in area, which includes nearly 16.5 hectares (41 acres) of undevelopable land adjacent Shuswap Lake. The developable portion of the parcel is just over 8.5 hectares. This particular application targets potential development over the south portion of the site, approximately 3.2 hectares of land south of 9 Avenue SW.

While the development site already features a range of commercial services including restaurants, retail and grocery stores, the site also includes a number of additional community features including natural areas, developed trails, patio space, sidewalks, and access to transit service.

The proposed development was considered under a recent Zoning Amendment Application (ZON-1284) which included amendments to the setback, parking, and building height regulations.

The applicant has provided letters of rationale, site plans and building elevations detailing their design (Appendix 5 & 6). They propose the development of two 6-level residential multiple family buildings consisting of 129 and 93 dwelling units, as shown in the proposed Development Permit drawings attached as Appendix 6.

The proposed buildings as illustrated would have footprints of approximately 1,523 square metres (16,393 sq.ft.) and 1,116 square metres (12,012 sq.ft.), and 6 storeys to a height of 18.3 metres.

Relevant Policy(ies):

The proposed development is subject to the guidelines of the "Highway Service Tourist Commercial 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, Zoning Bylaw regulations are applicable, as well as the Tree Protection Bylaw No. 4637.

Referral Comments:

Fire Department

No concerns.

Building Department

N/A

Engineering Department

Servicing requirements for future development have been provided to the applicant. Confirmation of adequate waste management facilities will be required. Installation of two crosswalks over 9 Avenue SW will be required. Comments attached (Appendix 7).

BC Hydro

No objections.

Rogers

No conflicts with existing Rogers assets.

Fortis

No concerns.

Design Review Panel

With the proposal for Highway Service Tourist Commercial development, the application was referred to the Design Review Panel (DRP) for review. The DRP was supportive of the proposal, subject to conditions. The DRP positively noted the need for housing and expressed their aesthetic concerns relative to the subject parcels location at the western gateway of the community.

The DRP suggested consideration for some additional combination of features to enhance the proposed design such as:

- additional building or roof features to create additional roofline articulation,
- varied window treatments to further break up building massing,
- enhanced or expanded entry areas to further break up building massing,
- enhanced relief between balcony features to further break up building massing, or
- additional use of exterior colours to further break up building massing.

The DRP is supportive of the concept subject to enhancement of the proposed buildings' form and character:

The February 13, 2025 DRP meeting minutes are attached (Appendix 8).

The applicant has subsequently amended their proposal to include several elements to address the DRP comments. The following changes have been made:

- Emphasized the entrance with a larger canopy
- Adjusted the roofline articulation per the City's comments
- Added two symmetrical wooden blocks to add diversity and movement to the façade.
- Added wood cladding to the balcony canopy on the top floor to create a cohesive connection for the entire building
- Added 4 level 2 charging stations to the site plan – 2 for each building
- Black staircase to break up the façade facing the highway and 9 Ave SW. This has been done on all staircases on both buildings.

In the opinion of staff, these changes bring the proposal into a stronger alignment with the OCP DP area guidelines.

Planning Department

The proposed development is subject to the guidelines of the "Highway Service Tourist Commercial Permit Area" as described in the OCP, defining characteristics under the topics of *siting and building*, *landscape and screening*, as well as *access, circulation and parking area* guidelines.

Siting and Building Guidelines

The applicant is proposing a multiple family residential development in the form of two 6-level buildings.

Building A:

The building has a footprint of approximately 1,523 square metres in area, and reaches a maximum height of 18.3 metres. The building is set to the west of the wetland area, and features an articulated building footprint, stepped at the primary entry.

Building B:

Building B is slightly smaller, with a footprint of approximately 1,116 square metres in area, and reaches a maximum height of 18.3 metres. The building is set to the east of the wetland area.

The building design is generally consistent across both buildings, a contemporary style with a varied facade and linear roofline providing visual interest, incorporating a range of colour and cladding materials. Architectural features and details are reasonably unified on all elevations. The entrance features create easily identifiable and protected access points, while the design features, balconies, as well as the varied materials and colour choices create visual interest.

OCP Development Permit Area policy 9.6.11 encourages breaking up building massing and encourages varied facades and rooflines, all of which staff feel is achieved by the proposed building designs and site plan. The varied building types, articulation of the facades, rooflines and the position of the buildings limit related impacts, and the different materials and designs proposed offer visual interest. As such, staff's opinion is that the design achieves the intent of the guidelines as outlined in the OCP.

Landscape and Screening Guidelines

A landscape plan has been submitted that staff suggest aligns with OCP guidelines. The landscape plan prescribes perimeter plantings to compliment existing plantings along all parcel lines, reducing the impact of the parking area and providing an alignment of street trees to the north and south in alignment with OCP Policy 9.6.28.

As the site is subject to the provisions of the Tree Protection Bylaw No. 4637, any tree removal restricted by this bylaw is prohibited. Under this bylaw, 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 landscape plan proposes 33 new trees, and notes 10 existing trees. The wetland (RAPR) area has approximately 40 trees additionally to be retained. Under the Bylaw, the tree density target for this site is 71 trees, which the proposal exceeds. Where a proposed landscape plan does not meet or exceed the tree density target, a fee of \$500 is required to be deposited into a City reserve fund for tree planting.

An estimate for the landscape materials and works including fencing and irrigation has been included totalling \$123,179.25. A 125% security will be required for issuance of the Development Permit should it be supported.

A wetland area affects a significant portion of this site, and should serve to provide privacy and natural greenspace between the two buildings. Retention of this area aligns with OCP 9.6.9 and 9.6.21. This wetland is subject to the Provincial Riparian Area Regulations, and the applicant's have submitted a RAPR report reflecting this proposal worked to address these regulations.

Access, Circulation and Parking Area Guidelines

Vehicle access proposed is via two access routes, one existing (OCP 9.6.38) and one proposed additional access, which should aid in circulation. Both indoor bicycle parking and EV parking is proposed. Parking areas are over outdoor areas (182 stalls) and include 4 EV charging stalls and 6 accessible stalls. As per the CD-8 Zone, 0.82 parking stalls are required, which was supported by Council through the consideration of the zoning. The proposal also features indoor bicycle

storage areas in both buildings (37 bike lockers in Building A and 32 in Building B). 10 outdoor bike racks are also proposed. The Zoning Bylaw further specifies surfacing, grading and drainage requirements for off-street parking.

The applicant is applying for a Development Permit to support the development of a two-building multiple family residential development. The applicant has actively worked to meet and address the concerns of the DRP, making multiple amendments to enhance their proposal. The proposed buildings are reasonably articulated and featured, separated by a natural wetland. In the opinion of staff, the proposal should contribute positively to the western gateway of the community. Staff recommend that the proposal aligns with the Development Permit Area guidelines as described in the OCP and support the proposal.

Financial Considerations:

This application is advancing as a standard development application, not subject to Council's Priority Policy at the direction of the applicant, and would be subject to applicable application fees and Development Cost Charges. At the time of Building Permit the DCCs would be calculated based on High Density Residential DCC rate.

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 directs those with an interest in the proposal to the City of Salmon Arm website for additional information. It is expected that Council will consider this application at their meeting held on April 14, 2025.

Alternatives & Implications:

Council may deliberate and determine an alternative way in which to proceed.

Prepared by: Senior Planner

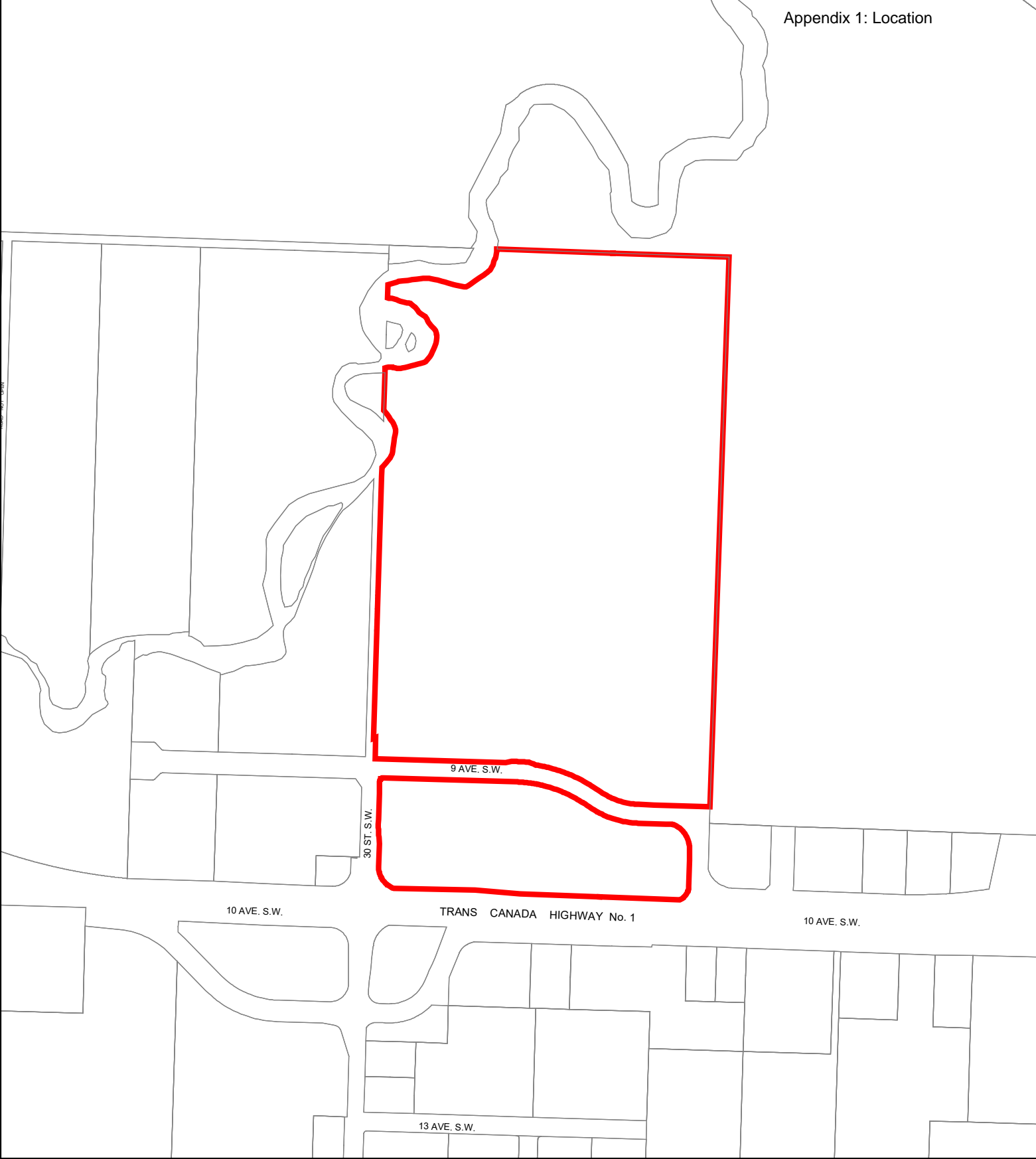
Reviewed by: Manager of Planning & Building



Reviewed by: Director of Planning & Community Services

Approved by: Chief Administrative Officer

Attachments:

- Appendix 1 – Location Map
- Appendix 2 – Aerial Map
- Appendix 3 – OCP
- Appendix 4 – Zoning
- Appendix 5 – Design Rationale Letters
- Appendix 6 – Site Plans and Elevations
- Appendix 7 – Engineering Report
- Appendix 8 – DRP Minutes



-  Parcels
-  Subject Parcel



N



0 25 50 100
Meters

Streams / RR Lakes / Rivers

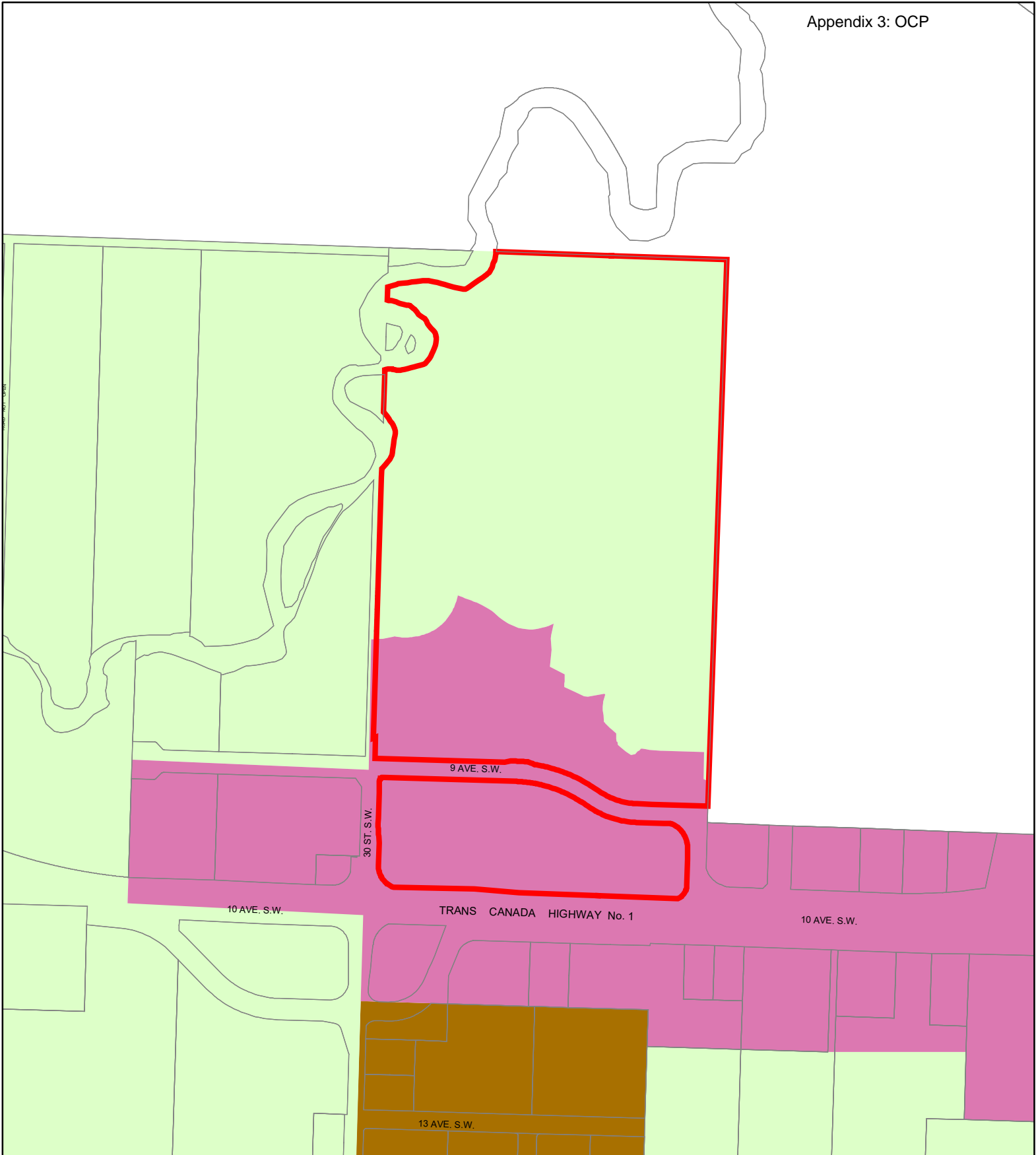
TYPE

Streams

TYPE

Swamp

Parcels
Subject Parcel

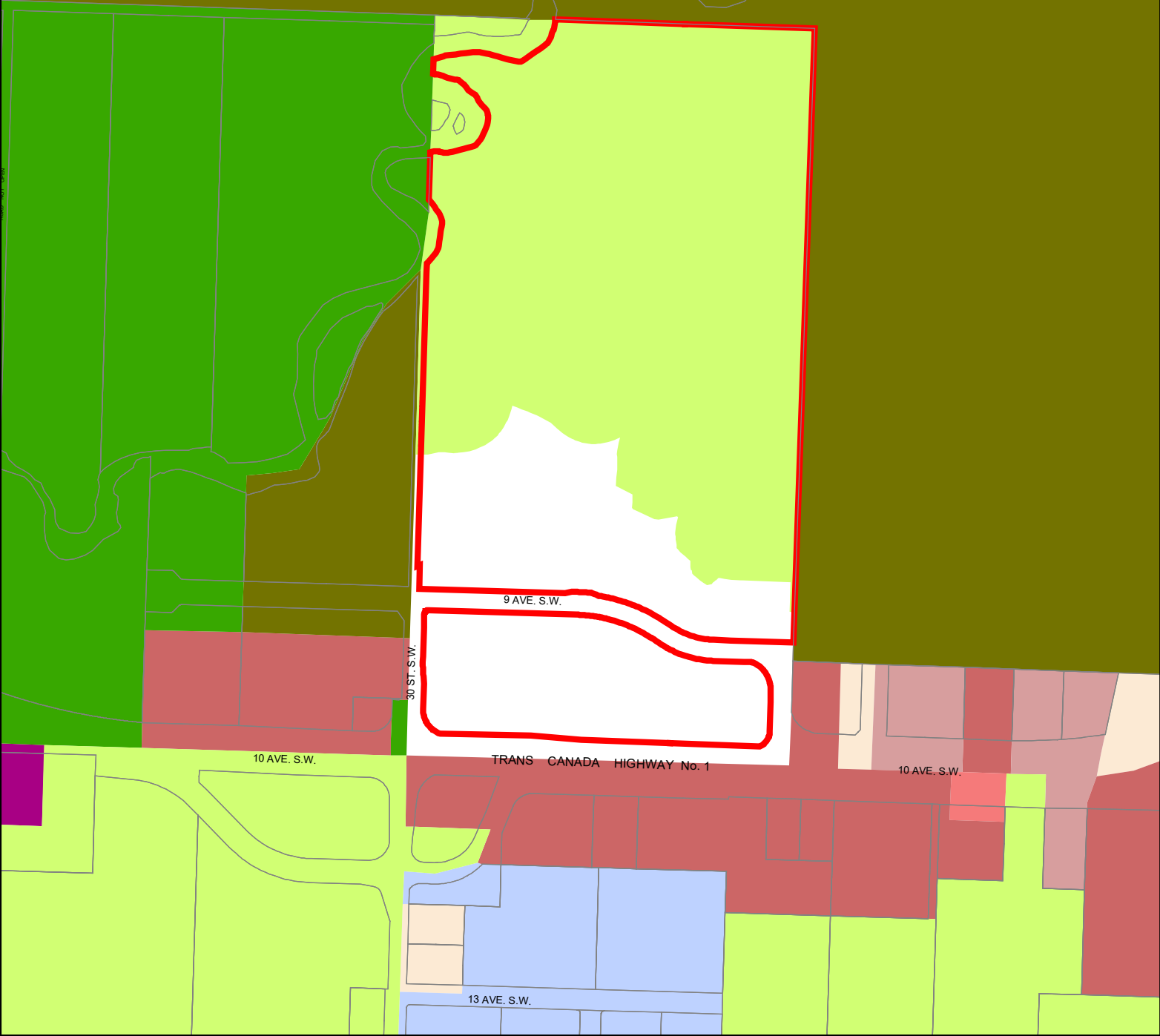


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0 50 100 200
Meters













- Parcels
- Subject Parcel
- Salmon Valley Agriculture
- Commercial - Highway Service / Tourist
- Industrial - General



N



0 50 100 200
Meters

	Parcels		A-1		C-3		C-8
	Subject Parcel		A-2		C-4		IR
			A-3		C-5		M-1
							R-1



APLIN MARTIN

December 20, 2024

File No. 23-2028

Attention: Brent Savard,
Senior Director, Smart Centres

Dear Sir/Madam,

Re: Residential Development at 2991 10th Ave. SW, Salmon Arm

The project consists of two blocks of six-storey buildings, comprising a total of 222 units, located in the heart of the SmartCentres shopping centre. The site is surrounded by picturesque mountains and a vibrant environment offering a range of outdoor activities.

Building Design and Character

The design of the buildings incorporates distinct façade elements divided into three horizontal bands to ensure the buildings avoid appearing bland or monolithic:

- **Ground-Oriented Façade (First Band):**
The first two levels are clad in vertical charcoal vinyl siding, emphasizing the ground connection. Wood-tone accents enhance the main entrances and architectural features, including post claddings, fascia for second-level decks, and main entrance canopies with adjacent siding treatments.
- **Middle Façade (Second Band):**
The central three levels are defined by horizontal white siding, creating a sense of lightness and contrast.
- **Upper Façade (Third Band):**
The top level features vertical charcoal vinyl siding, echoing the materiality of the ground-oriented façade for a cohesive look.
- **Balconies:**
The balconies are thoughtfully designed to be grouped together, creating a semi-recessed and projected zone on the façade. This arrangement adds depth and visual interest to the building's exterior.
- **Roof Design:**
The roof follows a simple West Coast architectural style with clean, unbroken lines. Stepped parapet walls are designed to recede and align with the lower façade, emphasizing the roof's thin, horizontal profile.



Orientation and Views

The buildings are carefully positioned to maximize stunning views of the surrounding mountains. A significant SPEA located centrally creates a generous buffer between the buildings, enhancing privacy while offering shared scenic views. Additionally, the indoor and outdoor amenity spaces provide residents with a private gathering area, fostering a sense of community.

Colour Palette and Material Strategy

The colour palette is thoughtfully chosen to harmonize the new buildings with the existing architectural context. No new colours or materials have been introduced, ensuring the design seamlessly integrates with its surroundings.

A handwritten signature in black ink, appearing to read "H. Rad", is positioned above the printed name.

Homayoun Shokouhi Rad,
Manager, BC Architecture
Architect, AIBC, AAA, MRAIC



MEMORANDUM

Date: December 20, 2024 PMG Project No: 24-195

Project: Residential Development
2991 10th Avenue SW, Salmon Arm

Subject: Landscape Design Rationale

To: Brent Savard, Senior Director, Development
bsavard@smartcentres.com

From: Ben Aldaba
ben@pmglandscape.com

<input type="checkbox"/> as requested	<input type="checkbox"/> for your information	<input type="checkbox"/> for your comment
<input type="checkbox"/> for your estimate	<input type="checkbox"/> for your approval	<input type="checkbox"/> for your use

MEMO:

This two (2) 6 storey residential development is situated north of the Trans-Canada Highway and east of 30th St. SW, and within the existing SmartCentres shopping centre in Salmon Arm. Site landscape integrates with the adjacent shopping centre via matching of some trees and shrubs and will improve upon the form and character of the surrounding commercial development with additional canopy trees and ornamental grasses and shrubs. The plant palette consists of a mix of native, native-adapting and drought tolerant trees shrubs and grasses that will provide a hardy mix of foundation planting and year round interest. All new landscape areas will be irrigated with an automatic high efficiency system.

Outdoor amenity areas are provided for both buildings: Building A includes a seating area and open lawn for flex use. Building B amenity, the larger of the two spaces, includes a yoga deck that ties into the indoor amenity room, group seating opportunities and a natural log/climbing area for kid's play. There is a perimeter walkway around both buildings that allow for pedestrian connectivity around the development and the nearby commercial amenities and trail network. Lit bollards are provided on the perimeter walkway at key points to assist with wayfinding.

The amenity areas will be fenced to help ensure privacy for residents, and the existing SPEA area between the buildings will be delineated via wood rail fence.

Ben Aldaba, BCSLA | CSLA
Principal | Managing Director
Landscape Architect

Page 1

Suite C100 – 4185 Still Creek Drive, Burnaby, British Columbia, V5C 6G9, ph. (604)294-0011, fx. (604)294-0022
www.pmglandscape.com

SMARTCENTRES RESIDENTIAL DEVELOPMENT

2991 9 AVENUE SW, SALMON ARM, BC



CLIENT:

COMPANY NAME: SMARTCENTRES REAL ESTATE INVESTMENT TRUST
 ADDRESS: 1100 KENNEDY ROAD, SUITE 200
 VANCOUVER, BC, CANADA
 V6A 1N1
 CONTACT: BRIAN BARNARD
 PHONE: 604-440-8175
 EMAIL: brian.barnard@smartcentres.com

COMPANY NAME: JIN HARTER CONSULTANTS LTD.
 ADDRESS: 107 WEST HASTINGS STREET, SUITE 808
 VANCOUVER, BC, CANADA
 V6E 2J9
 CONTACT: JIN HARTER
 PHONE: 604-681-2200
 EMAIL: jin@jinharter.com

ARCHITECT:

COMPANY NAME: JIN HARTER CONSULTANTS LTD.
 ADDRESS: 107 WEST HASTINGS STREET, SUITE 808
 VANCOUVER, BC, CANADA
 V6E 2J9
 CONTACT: JIN HARTER
 PHONE: 604-681-2200
 EMAIL: jin@jinharter.com

LANDSCAPE ARCHITECT:

COMPANY NAME: HALL LINDSAY ARCHITECTS
 ADDRESS: 4050 EAST 1ST AVENUE, SUITE 200
 VANCOUVER, BC, CANADA
 V6M 1K7
 CONTACT: BENJAMIN LINDSAY
 PHONE: 604-681-2200
 EMAIL: ben@hallsays.com

PROPERTY INFORMATION

ADDRESS: 2991 9 AVENUE SW, SALMON ARM, BC
 LEGAL DESCRIPTION: LOT 1 SECTION 15 TOWNSHIP 20 RANGE 10
 DISTRICT 15 SALMON ARM
 DIVISION 15A DISTRICT PLAN EPP10028
 EXCEPT PLANS EPP17065 AND EPP18478
 PID: 028-004-837

VICINITY MAP



ZONING INFORMATION

EXISTING ZONING: CD-8
 COMPREHENSIVE DEVELOPMENT ZONE - 8
 PROPOSED ZONING: UNCHANGED
 OCP DESIGNATION: COMMERCIAL HW SERVICE / TOURIST

ZONING INFORMATION CONTINUED

SITE AREA:
 MINIMUM SITE AREA: 2,023.43 sq.m. / 21,789 sq.ft. (0.5 a / 0.2 ha)
 GROSS SITE AREA: 6,486.50 sq.m. / 69,282.00 sq.ft. (1.59 ac / 0.64 ha)
 RESIDENTIAL PARCEL A: 5,111.89 sq.m. / 55,023.00 sq.ft. (1.26 ac / 0.51 ha)
 RESIDENTIAL PARCEL B: 1,374.61 sq.m. / 14,839.00 sq.ft. (0.31 ac / 0.12 ha)

SITE WIDTH:
 MINIMUM SITE WIDTH: 150.0 m / 492.1 ft
 REFER TO OVERALL SITE PLAN:
 EXISTING NORTH - SOUTH: 692.6 m / 2272.1 ft
 EXISTING EAST - WEST: 391.4 m / 1284.1 ft

BUILDING AREA:

ALLOWABLE MAX GROUND FLOOR AREA OF A BUILDING:
 10,776.4 sq.m. / 116,009 sq.ft.
 PROPOSED RESIDENTIAL BUILDING A:
 TOTAL BUILDING FOOTPRINT: 1,522.75 sq.m. / 16,390.77 sq.ft.
 TOTAL GROUND FLOOR AREA: 6,062.32 sq.m. / 65,742.14 sq.ft.
 PROPOSED RESIDENTIAL BUILDING B:
 TOTAL BUILDING FOOTPRINT: 1,374.61 sq.m. / 14,839.00 sq.ft.
 TOTAL GROUND FLOOR AREA: 6,486.50 sq.m. / 69,282.00 sq.ft.
 TOTAL GROSS FLOOR AREA: 12,456.91 sq.m. / 135,121.17 sq.ft.
 (INCLUDING INDOOR AMENITY)

CONSULT:

RESIDENTIAL PARCEL A: 81.12 UNITS / ACRES (164.69 UNITS / HA)
 RESIDENTIAL PARCEL B: 73.81 UNITS / ACRES (182.35 UNITS / HA)

LOT COVERAGE:

RESIDENTIAL PARCEL A: 23.65%
 RESIDENTIAL PARCEL B: 21.85%

YARDS & SETBACKS:

(BASED ON CD-8)
REQUIRED:
 FRONT YARD SETBACK (NORTH): 3.2m (10'4") BLDG A: 5.14m (16'9")
 0.7m (2'3") BLDG B: 0.7m (2'3")
 REAR YARD SETBACK (SOUTH): 6.0m (19'8") (FOR ALL PARCELS)
 SIDE YARD SETBACK (EAST): 6.0m (19'8") (FOR ALL PARCELS)
 SIDE YARD SETBACK (WEST): 6.0m (19'8") (FOR ALL PARCELS)

BUILDING HEIGHT:

RESIDENTIAL MULTIPLE FAMILY DWELLING BUILDING
 ALLOWABLE MAX HEIGHT: 19.0m (62'4")
 PROPOSED HEIGHT BLDG A & B: 18.3m (60'0")

UNITS:

RESIDENTIAL BUILDING A: 128 UNITS
 RESIDENTIAL BUILDING B: 93 UNITS
 TOTAL UNIT COUNT: 222 UNITS
 EFFICIENCY:
 BLDG A: 81.12 U.P.A. / 164.69 U.P.HA
 BLDG B: 73.81 U.P.A. / 182.35 U.P.HA

INDOOR AMENITY:

RESIDENTIAL BUILDING A & B: 71 sq.m. / 759 sq.ft.

OUTDOOR AMENITY:

RESIDENTIAL BUILDING A & B:
 TOTAL: 44 sq.m. / 474 sq.ft. & 193 sq.m. / 1,974 sq.ft.
 227 sq.m. / 2,448 sq.ft.

PARKING:

PARKING REQUIRED (CD-8): 0.82 SPACES PER DWELLING UNIT
 PARKING PROVIDED:
 RESIDENTIAL BUILDING A: 192 STALLS INCLUDING 14 SMALL CARS - 14%
 RESIDENTIAL BUILDING B: 0.82 SPACES PER DWELLING UNIT
 RESIDENTIAL BUILDING B: 73 STALLS INCLUDING 13 SMALL CARS - 16%
 TOTAL PARKING PROVIDED: 192 STALLS (4 EV STALLS)
 ACCESSIBLE PARKING PROVIDED:
 RESIDENTIAL BUILDING A & B: 6 STALLS (4 CAR & 2 VAN SPACES)
 ACCESSIBLE PARKING PROVIDED: 6 STALLS (4 CAR & 2 VAN SPACES)

BIKE LOCKERS (INDOOR):

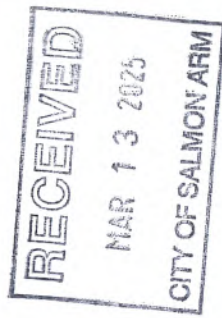
BIKE LOCKERS PROVIDED: 37 (BLDG A) + 32 (BLDG B)
 TOTAL BIKE LOCKERS PROVIDED: 69 BIKE LOCKERS

BIKE RACKS (OUTDOOR):

BIKE RACKS PROVIDED: 4 (BLDG A) + 6 (BLDG B)
 TOTAL BIKE RACKS PROVIDED: 10 BIKE RACKS

DRAWINGS LIST

NO.	NAME	CURRENT REVISION	CLIENT / REVISION DESCRIPTION
1	COVER PAGE	1	REVISION: NEW COVER PAGE
2	GENERAL NOTES	1	REVISION: NEW GENERAL NOTES
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4	SECTION 2:00 - 2:00	1	REVISION: NEW SECTION 2:00 - 2:00
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22	SECTION 20:00 - 20:00	1	REVISION: NEW SECTION 20:00 - 20:00



1016-1177 West Hastings St.
 Vancouver, BC V6E 2E6
 TEL: 604-681-2200
 FAX: 604-681-2201
 WWW.APLINMARTIN.COM

ISSUANCE SCHEDULE
 NO. DATE DESCRIPTION
 1 20241020 ISSUED FOR DP
 2 20250305 RE-ISSUED FOR DP

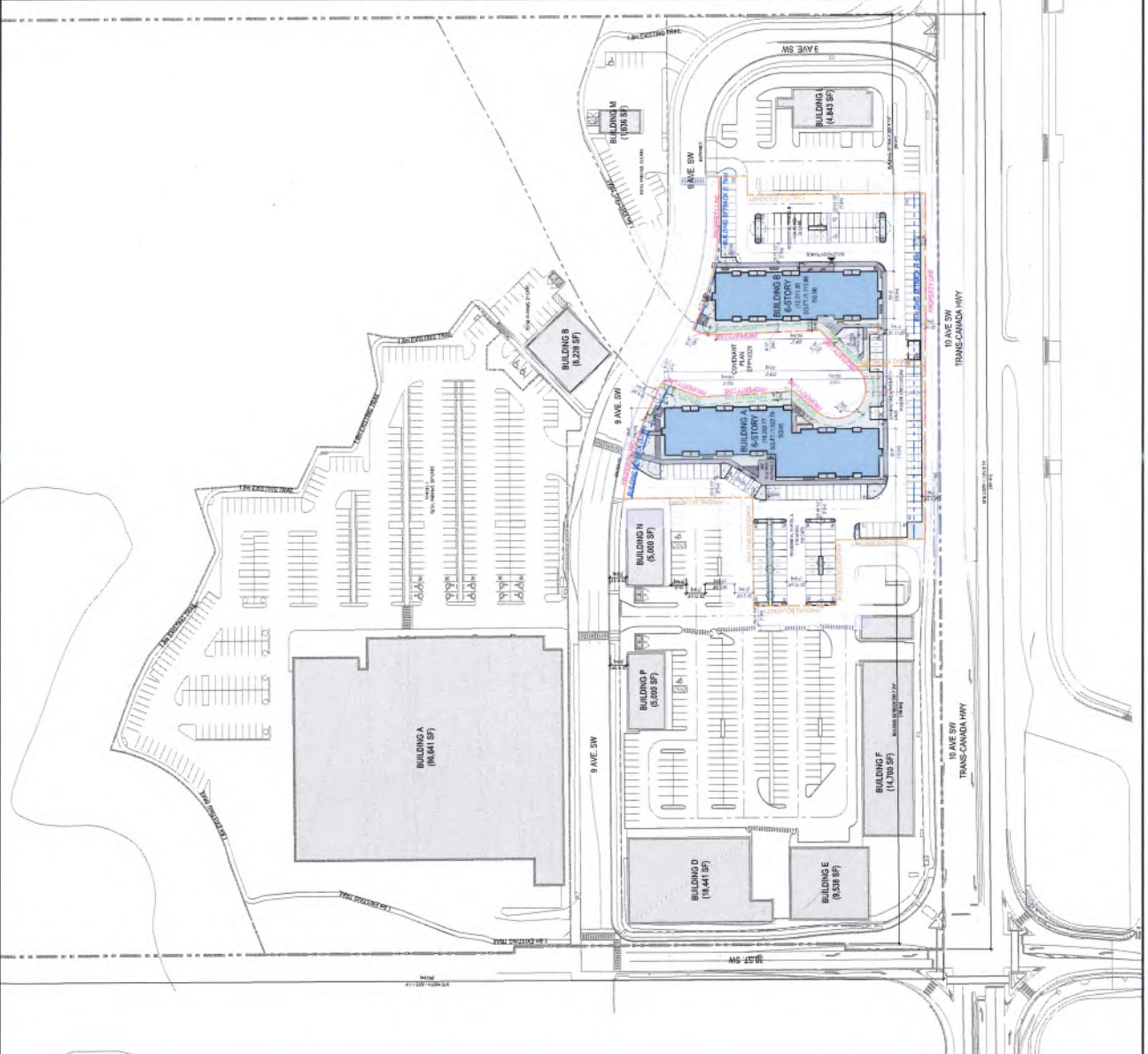
SMARTCENTRES RESIDENTIAL DEVELOPMENT
 2991 9 AVE. SW, SALMON ARM, BC
 APLIN MARTIN
 ARCHITECTS

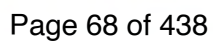
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 CHECKED BY: JH
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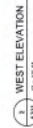
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SITE STATISTICS:

GROSS SITE AREA:		249,844.525 SQ	2,689,942.28 SF	61.75 ACRES
UNDEVELOPED PARCEL AREA:		164,620.442 SQ	1,774,112.96 SF	40.72 ACRES
REMAINING AREA:		85,674.543 SQ	915,729.327 SF	21.03 ACRES
ROAD DEDICATION AREA:		13.118 SQ SM	139,437.67 SF	3.09 ACRES
60' PANHANDLE AREA:		375.119 SQ	4,037.716 SF	0.09 ACRES
WITHOUT ROAD DEDICATION:		5,105.081 SQ	54,980.099 SF	1.26 ACRES
NET RETAIL SITE AREA:		67,471.741 SQ SM	726,260.042 SF	16.66 ACRES
(INCLUDING RESIDENTIAL PARCELS)				
FAUL CREEK AREA:		5,639.624 SQ	60,316.906 SF	1.36 ACRES
RETAIL SITE AREA:		24,929.448 SQ SM	500,889.054 SF	13.94 ACRES
(TOTAL INCLUDING RESIDENTIAL PARCELS)		15,247.960 SQ SM	164,427.000 SF	
(NOT INCLUDING RESIDENTIAL PARCELS)				
BUILDING AREA FOR PARKING CALCULATION:		15,247.960 SQ SM	164,427.000 SF	
PARKING REQUIRED:		1 CAR/ 24 SQ SM (0.07 CAR) 1,000 SF + 435 CARS		
PARKING PROVIDED:		633 CARS		
SMALL CARS:		60 CARS (8.64%)		
TOTAL PARKING PROVIDED:		693 CARS (4.22 / 1,000 SF)		
PARCEL A:				
PARCEL AREA:		30,964.595 SQ SM	333,282.000 SF	7.05 ACRES
BUILDING AREA:		15,247.960 SQ SM	164,427.000 SF	3.52 ACRES
BUILDING AREA FOR PARKING CALCULATION:		8,976.245 SQ SM	96,641.000 SF	2.22 ACRES
PARKING PROVIDED:		381 CARS		
STANDARD CARS:		24 CARS		
SMALL CARS:		397 CARS (4.00 / 1,000 SF)		
PARCEL L:				
PARCEL AREA:		3,520.520 SQ SM	37,949.257 SF	0.87 ACRES
BUILDING AREA:		448,929 SQ SM	4,842,006 SF	0.11 ACRES
PARKING PROVIDED:		36 CARS (7.40 / 1,000 SF)		
RESIDENTIAL PARCELS A & B:				
PARCEL A AREA:		4,046.5 SQ SM + 49,262 SF = 1,539 ACRES		
BUILDING A:		14,394.77 SF / 1,522.75 SQ		
NUMBER OF TOWNS:		1		
NUMBER OF UNITS:		29		
TOTAL BUILDING AREA:		14,394.77 SQ SM		
NET BUILDING AREA:		14,394.77 SQ SM		
GTA:		87,472.12 SF / 19,802.52 SQ		
NSA:		83,696.10 SF / 17,747.45 SQ		
AVG UNIT SIZE:		658 SF / 61 SQ		
SITE COVERAGE:		21.81%		
DENSITY:		81.13 UNITS / ACRES (164.48 UNITS / HA)		
PARKING PROVIDED:		168 STALLS (2 EV STALLS)		
PARKING REQUIRED:		0.82 PER UNIT		
PARKING PROVIDED:		0.82 PER UNIT		
BIKE RACKS OUTDOOR PROVIDED:		4 BIKE RACKS		
BIKE LOCKERS INDOOR PROVIDED:		37 BIKE LOCKERS		
TOTAL BUILDINGS A & B UNIT COUNT:		222 UNITS		





CURRENT ISSUANCE

EAST ELEVATION

Page 71 of 438

[illegible]

ISSUANCE SCHEDULE

No.	DATE	DESCRIPTION
1	2024/12/20	ISSUED FOR DEVELOPMENT PERMIT

SMARTCENTRES
RESIDENTIAL
DEVELOPMENT
PROJECT ADDRESS
2991 9 AVE. SW, SALMON ARM, BC
V1A 1A1
APL IN MARTIN

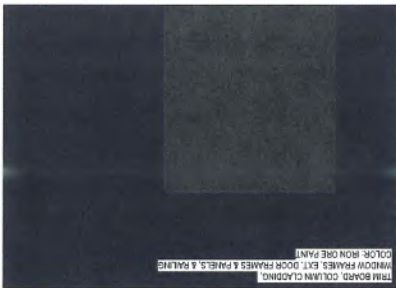
PRODUCTION INFO:	PROJECT NO:	23-2028
	START DATE:	2024
	DRAWN BY:	VDVN
	CHECKED BY:	HR
		SHEET TITLE

MATERIAL BOARD

SCALE: $1'' = 10' - 0''$

A501

CURRENT ISSUANCE: ISSUED FOR DEVELOPMENT PERMIT







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omg
LANDSCAPE
ARCHITECTS
Suite C100 - 4185 88th Street Drive
Burnaby, BC V5N 3M1
P: 604-294-0011 F: 604-294-0022

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100.	DATE	24 DEC 18	REVISIONS	MM

PROJECT

RESIDENTIAL DEVELOPMENT

TRANS-CANADA HWY.
SALMON ARMS, B.C.

DRAWING TITLE

LANDSCAPE
SHRUB PLAN

DATE: 24 DEC 18

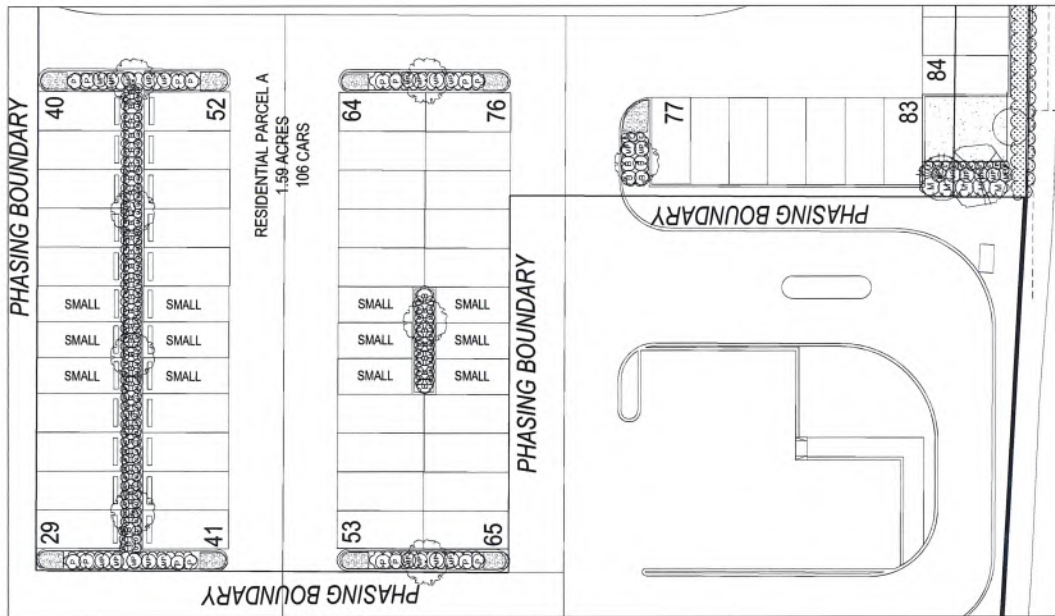
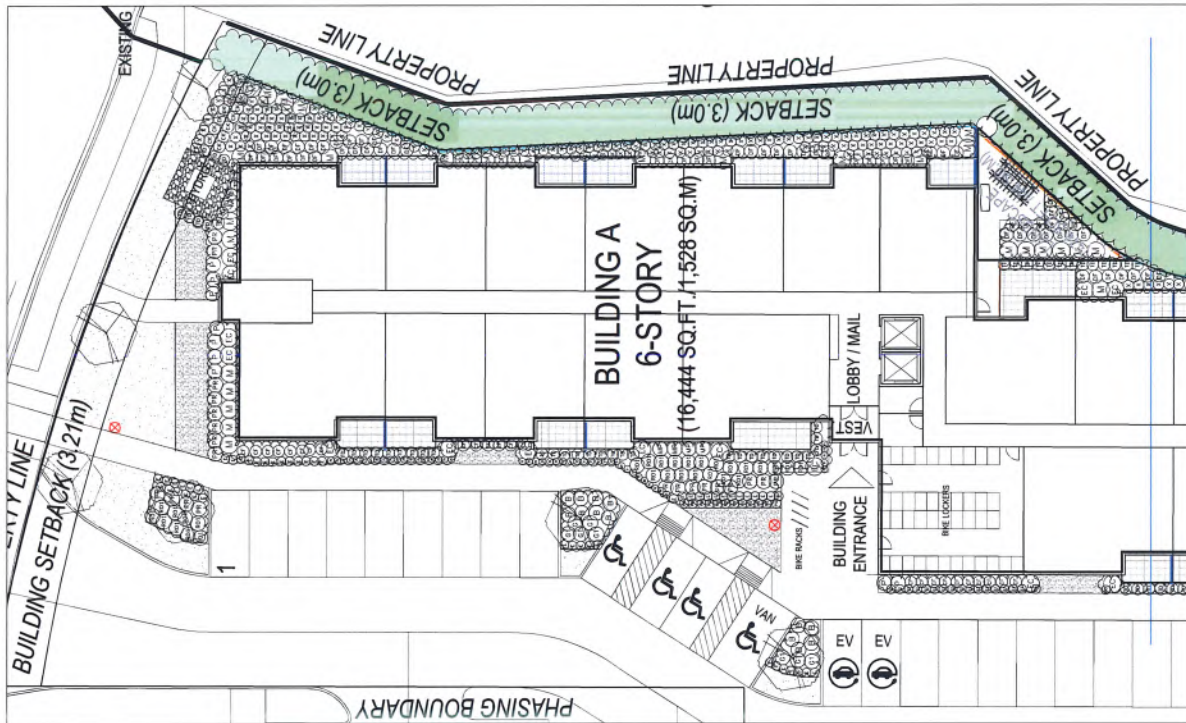
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DRAWN: NMA

DESIGN: NMA

CHECK: NMA

PROJECT NUMBER: 24-155



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SEAL



SHRUBS

BERBERIS THUNBERGII 'ROSE GLOW' CORNUS SERICEA 'KELSEY' ELONYXUS ALATA 'COMPACTUS' MAHONIA AQUIFOLIUM 'COMPACTA' PINUS MUGO 'PUMILIO' POTENTILLA FRUTICOSA 'PRIMROSE BEAUTY'



GRASSES

POTENTILLA FRUTICOSA 'RED ACE' ROSA 'GEORGE VANCOUVER' THUJA OCCIDENTALIS 'DEGROOT'S SPIRE'



PERENNIALS



GROUND
COVERS

PROJECT:
RESIDENTIAL DEVELOPMENT
TRANS-CANADA HWY.
SALMON ARM, B.C.

DRAWING TITLE
LANDSCAPE
IMAGES

DATE: 24 DEC 18
SCALE: 1/4" = 1'-0"
DRAWN: KMA
DESIGN: KMA
CHECKED: KMA
DRAWING NUMBER: L5

PAGE PROJECT NUMBER 24-155

CITY OF SALMON ARM

Memorandum from the Engineering and Public Works Department

TO: Gary Buxton, Director of Planning
 DATE: February 18, 2025
 PREPARED BY: Chris Moore, Engineering Assistant
 APPLICANT: **Smart Centres Management Services Inc. / Brent Savard**
 SUBJECT: **DP-463**
 LEGAL: Lot 1, Section 15, Township 20, Range 10, W6M, KDYD, Plan EPP10328,
 Except Plans EPP17085 and EPP18478
 CIVIC: **2991 9 Avenue SW**

Further to your referral dated February 7, we provide the following servicing information. 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 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.

DP – 463 - Smart Centres Management Services Inc

February 18, 2025

Page 2

Active Transportation:

1. Due to the volume of pedestrians generated by this development, two crosswalks will be required across 9 Avenue SW. The drawing submitted indicates these crosswalks, the exact location shall be subject to approval of detailed engineering design. Owner / developer is responsible for all associated costs.

Servicing:

The subject property is fully serviced with storm, sanitary and water. Subject to the following, no further upgrades are anticipated.

1. Owner / Developer's engineer is be required to prove that there is sufficient downstream capacity within the existing City Sanitary System to receive the proposed discharge from the development, including a review of the lift station at 2270 10 Ave SW. Any necessary upgrades will be the responsibility of the Owner / Developer, however the Owner may be entitled to DCC credits if the upgrades are considered excess or extended.
2. Owner / Developer's engineer shall confirm that the existing Oil and Grit Separators installed at the outfall to the creek have sufficient capacity for the proposed development and that they will provided adequate protection for the creek.

Geotechnical:

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

Garbage / Recycling / Food Waste

1. Further information shall be provided concerning the location, size and specification of storage / collection facilities for garbage / recycling / food waste. Owner / Developer's consultant shall demonstrate that adequate facilities are being provided for each building.



Chris Moore
Engineering Assistant



Jenn Wilson P.Eng.
City Engineer



DESIGN REVIEW PANEL

February 13, 2025, 2:30 pm - Online, City Hall

Present: Aiden Poehnell (Panel Member)
 Verna Burton (Panel Member)
 Bill Laird (Panel Member - Chair)
 Marc Lamerton (Panel Member)
 Dennis Lowe (Panel Member)
 Aubree Jeffrey (staff)
 Chris Larson (staff)
 Morgan Paiement (staff)

1. Development Permit Application No. DP-460 1231 1 Street SE – Robillard C. (BlueGreen Architecture)

The application was presented by staff and the applicant with their agent. The application was reviewed and discussed by the DRP. The DRP discussed the need for housing and snow clearing/storage. It was noted that the DRP had previously reviewed this proposal and had previously supported it.

The DRP is supportive:

Panel Recommendation

THAT the DRP supports application DP-460.

2. Development Permit Application No. DP-461 811 28 Street NE – Crowne Pacific – B Giese (WA Architects)

The application was presented by staff and the applicant. The application was reviewed and discussed by the DRP. The DRP discussed the need for housing, snow clearing/storage and the amenity spaces. This location was noted as a gateway to the community and the design of the building is thought to offer a positive impression.

The DRP is supportive:

Panel Recommendation

THAT the DRP supports application DP-461 as presented.

3. Development Permit Application No. DP-463 2991 9 Avenue SW – SmartCentres – B Savard (Aplin Martin)

The application was presented by staff and the applicant with their agents. The application was reviewed and discussed by the DRP. The DRP discussed the need for housing and the importance of this location

Design Review Panel – February 13, 2025 Meeting Minutes

as the west gateway to the community. Given the importance of this location as the west gateway to the community, the DRP discussed potential enhancements to the proposed design of the building to offer a more positive aesthetic impression. The DRP suggests consideration for some additional combination of features to enhance the proposed design such as:

additional building or roof features to create additional roofline articulation,
varied window treatments to further break up building massing,
enhanced or expanded entry areas to further break up building massing,
enhanced relief between balcony features to further break up building massing, or
additional use of exterior colours to further break up building massing.

The DRP is supportive of the concept subject to enhancement of the proposed building's form and character:

Panel Recommendation

THAT the DRP supports application DP-461 subject to additional enhancement to the proposed building exteriors, noting the size and scale of the proposed buildings and their location at a prominent gateway to the community.

4. Development Permit Application No. DP-464
621 10 Street SW – Sash Developments – A Neufeld

The application was presented by staff and the applicant. The application was reviewed and discussed by the DRP. The DRP positively noted the efforts to break up the commercial building mass with glass and exterior wall treatments, as well as landscape screening.

The DRP is supportive:

Panel Recommendation

THAT the DRP supports application DP-464 as presented.

Next meeting proposed March 13, 2025.



Endorsed on behalf of Design Review Panel



REQUEST FOR DECISION

To: Mayor & Members of Council

Title: Planner II - Proposed Naming of Pond in John Lund Park (Canoe)

Date: April 14, 2025

Motion for Consideration:

THAT: Council approve the naming of the pond located within Lot A, Section 31, Township 20, Range 9, W6M, KDYD, Plan 28402 (4800 70 Avenue NE - John Lund Park) to Wright's Pond;

AND THAT: Council direct Staff to make the necessary changes to signage and wayfinding information.

Background:

The park and pond are located at 4800 70 Avenue NE (Appendices 1, 2 & 3). Site photos are attached as Appendix 4. The subject property is 1.97 ha (4.86 ac) in area and is owned by the City. It is designated as Park in the Official Community Plan (OCP) and is zoned P-1 (Park & Recreation) in the Zoning Bylaw. The park is identified as a neighbourhood park in the OCP. The park is surrounded by properties designated as Low Density Residential and mostly larger lots with single family dwellings. The City's Parks and Recreation Master Plan identifies the park and pond at 4800 70 Avenue NE as John Lund Park.

Bylaw No. 3617 (a bylaw to establish a Community Heritage Commission) states under section 5.2(c) Duties of Commission that the commission may "make recommendations on heritage policy and advise Council on policy issues relating to heritage property and neighbourhoods."

Over the last year, staff and some Councillors have received correspondence from members of the public regarding the naming of the pond within John Lund Park. Specifically, members of the public have identified that the pond is located on land that was owned and farmed by the Wright family and has been known colloquially as "Wright's Pond."

Staff undertook a review of the records to find that in the mid 1970's a naming contest was initiated by the City to name the park. Due to a lack of submissions the park naming contest was abandoned and Council decided to name the park (and pond) after a known European settler in Canoe – John Lund. Staff note that the pond within the park was never officially named as part of this process. For reference, current practice is that parks are named as per the City of Salmon Arm Park Naming Policy (2017). The policy is attached as Appendix 5.

Staff forwarded the correspondence received from the public to the Community Heritage Commission (CHC). The group assisted with additional research and input. The following is a summary of the subsequent CHC meetings and minutes:

- June 17, 2024 - A larger conversation was had about the process of naming streets and parks. From this conversation the CHC wanted to reach out the families involved in this situation.
- September 16, 2024 – The authors of the previously mentioned correspondence presented to the CHC their research regarding the history of the land and pond in Canoe. The Lunds were one of the first European settlers in Canoe, however the land in which the pond is located was owned by the Wrights. CHC members and guests agreed that it would be best to keep the park named “John Lund Park” but to name the pond inside the park “Wright’s Pond.” The CHC discussed that a Statement of Significance should be done for the park and pond.
- December 2, 2024 - It was determined that City Staff would require letters from both the Lund and Wright families indicating whether or not they support the proposed naming. Letters of support were received from both the Lund and Wright families. Copies of the letters are available to Council upon request.
- February 3, 2025 - It was decided that this item should be brought to Council with a recommendation from the CHC that Council approve the naming of the pond.

Staff support the proposed naming of the pond within John Lund Park to Wright’s Pond.

Next Steps

Should Council support the naming of the pond, signs indicating the name of the park as “John Lund Park” and the pond within the park as “Wright’s Pond” would be installed on the site. Information about the Council decision would be placed in the property file.

The CHC may install a plaque noting the history of the area and the two families. It should be noted that the City’s Park Naming Policy has been flagged for review following the OCP review.

Legislative authority / plans / reports:

	Official Community Plan		Master Plan
	Community Charter/LGA		Other
x	Bylaw/Policy Policy 1.12 Park Naming Policy Bylaw No. 3617 A bylaw to establish a Community Heritage Commission		Corporate Strategic Plan
	Zoning Bylaw		2024-2028 Financial Plan
			Long Term Financial Plan

Financial Considerations:

A sign should be installed at the park indicating the park as “John Lund Park” and the pond within the park as “Wright’s Pond.”

Alternatives & Implications:

N/A

Communication:

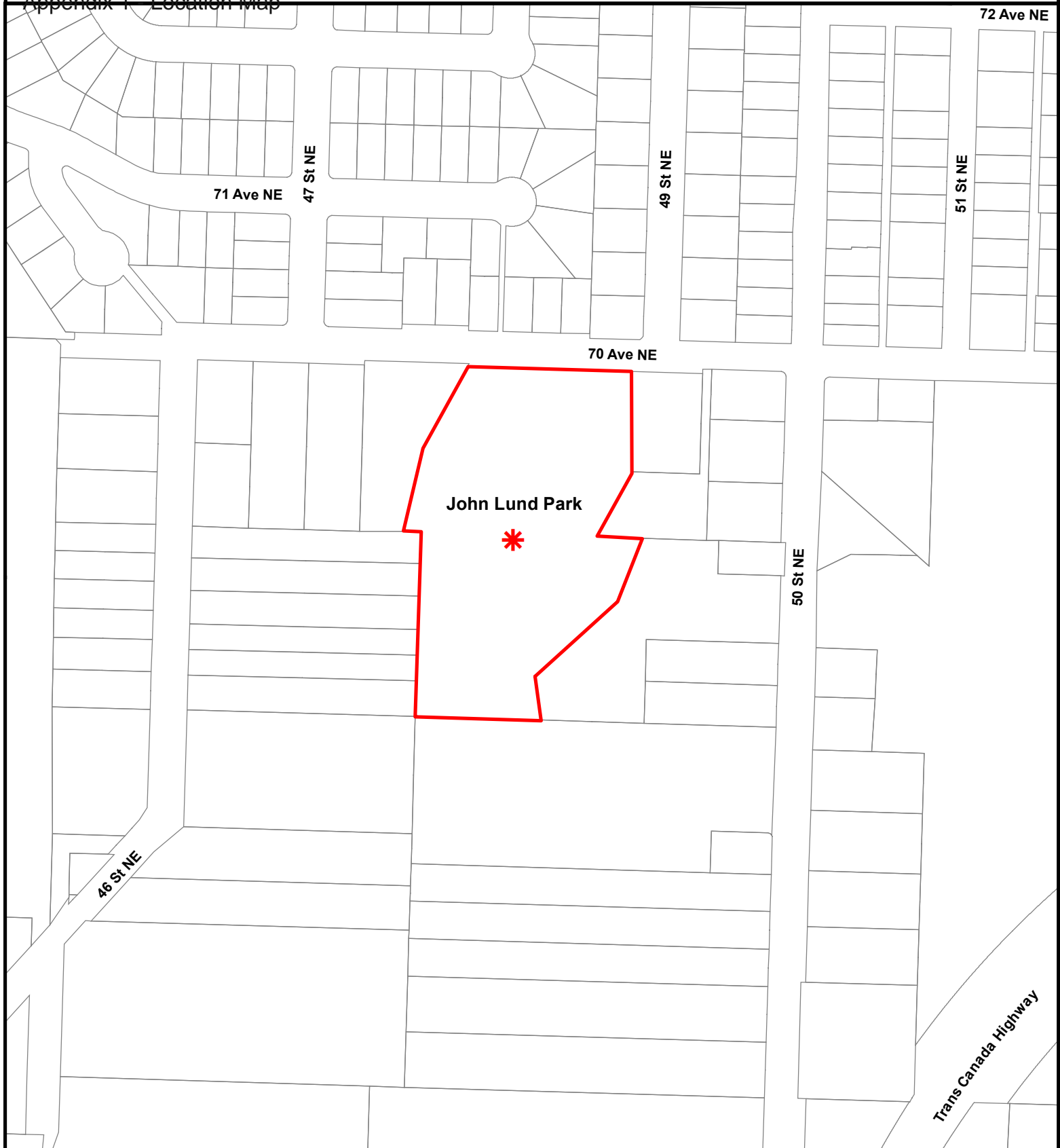
An update on the decision will be passed on to all who provided correspondence to Staff. Should Council support the motion, an update would be provided on the City's social media accounts and website, possibly with photos of the proposed new signs. City mapping and wayfinding materials would also be updated.

Prepared by: Planner II
Reviewed by: Manager of Planning & Building
Reviewed by: Director of Planning & Community Services
Approved by: Chief Administrative Officer

Attachments:

- Appendix 1 – Location Map
- Appendix 2 – Ortho Map
- Appendix 3 – Subject Property
- Appendix 4 – Site Photos
- Appendix 5 – Park Naming Policy (Policy 1.12)

Appendix 1 Location Map



0 40 80 160 Meters

□ Parcels

Location Name

Parks_List

* John Lund Park



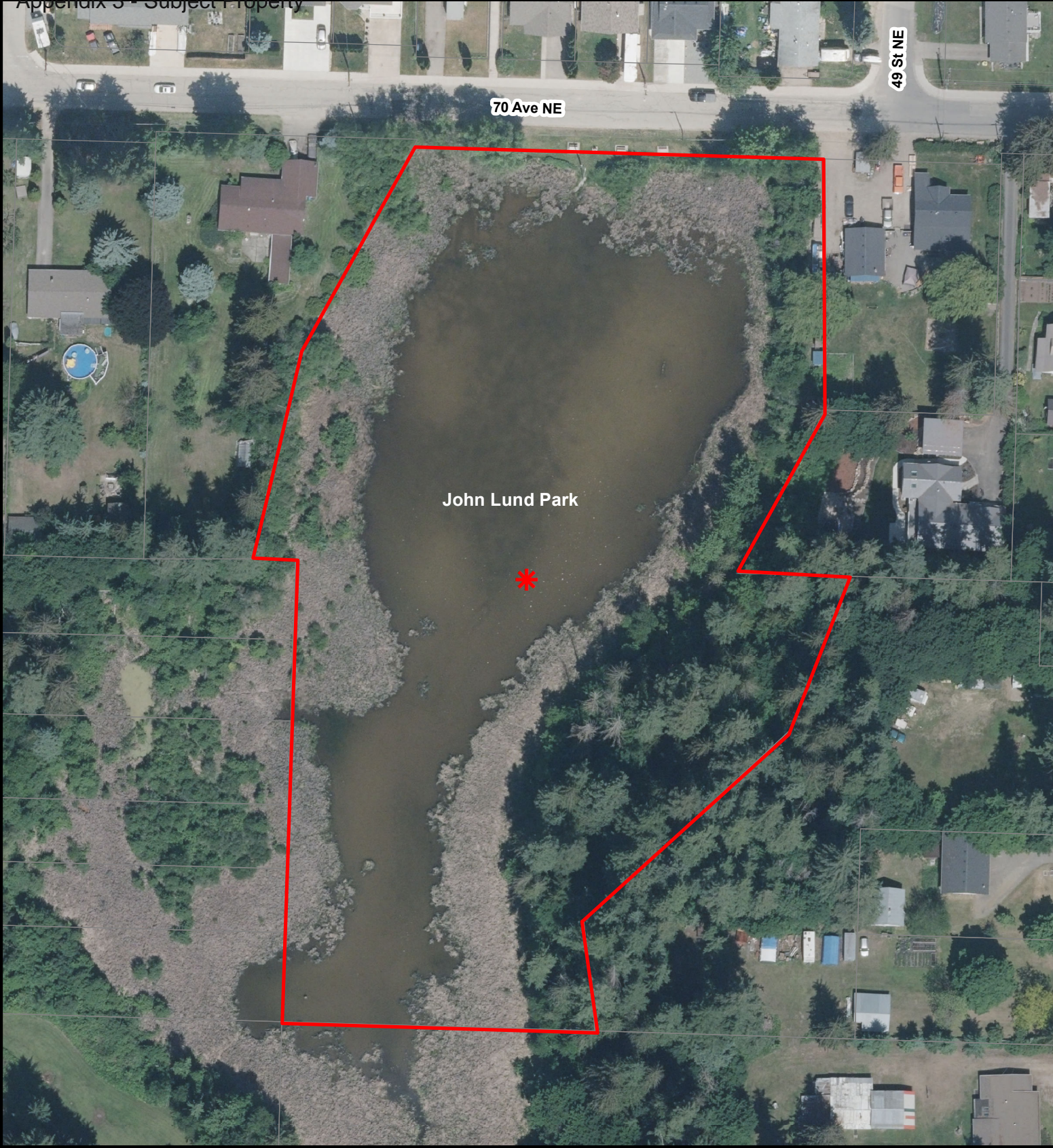
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Meters

□ Parcels

Location Name

Parks_List

✱ John Lund Park



- ☐ Parcels
- Location Name
- Parks_List
- John Lund Park

Photos Taken: May 10, 2024



View of pond facing south from 70 Avenue NE.



View of park area and 70 Avenue NE facing east.

CITY OF SALMON ARM

POLICY NO. 1.12

TOPIC: Park Naming Policy

POLICY:

To formalize the naming of parks within the City of Salmon Arm.

BACKGROUND:

From time to time the City of Salmon Arm has been requested to name parks or parts thereof in honor of community members, etc. who have significantly impacted the community.

PROCEDURE:

1. When a member of the general public or groups request that a park or part thereof be named in honor of a citizen (who has made a significant contribution) or otherwise of the City of Salmon Arm, the following will be taken into consideration:
 - Constant physical reference, such as a geographic feature;
 - Historical or cultural associations;
 - Significant plant or animal;
 - Donations or significant volunteer contributions;
 - Honoring a special person; and
 - Common local slang.
2. Commemorative Naming Request: The request shall be deferred for a period of one (1) year from the date of request to allow for input and community consultation.
3. Renaming of existing parks should be considered carefully by Council.

Prepared by: Caylee Simmons, Administration	Date: April 12, 2017
Approved by Council:	Date: May 8, 2017
Amended or Replaced: Amended	Date:



REQUEST FOR DECISION

To: Mayor & Members of Council

Title: Manager of Utilities – Purchase Recommendation – Water Treatment Plant - Hypo Generator Cells

Date: April 14, 2025

Motion for Consideration:

THAT: Council approve the purchase of the Water Treatment Plant Hypo Generator Cells from Centrix Control Solutions Inc. for the quoted amount of \$132,852.00 plus taxes, as applicable;

AND THAT: the City's Purchasing Policy No. 7.13 be waived in the procurement of the Hypo Generator Cells to authorize the sole sourcing of same to Centrix Control Solutions.

Background:

The City of Salmon Arm's Water Treatment Plant was placed online in May 2009 to treat raw water from Shuswap Lake to meet the parameters specified under the Drinking Water Protection Act. The City utilizes a direct filtration process followed by Ultra Violet and Chlorine disinfection prior to distributing to the water network for consumption.

The disinfection process involves the production of chlorine at the facility through a complex, state of the art Clortec sodium hypochlorite generator of which the key components are three internal Clortec Electrolytic Cell assemblies. The cells provide the electrical current required to convert the brine (salt water) into chlorine. In the summer of 2015, these generator cells failed resulting in the emergency coordination of liquid hypochlorite from sources throughout British Columbia to ensure disinfection and avoid a boil water advisory until the cells were replaced. In 2021, replacement cells were again purchased at \$23,540 per cell with an expected lifespan of 6-7 years. With the significant escalation in price for materials over the past few years and the importance of having redundant cells at the facility, the 2025 Water Capital budget incorporated the purchase of such with a revised quotation of \$44,282 per cell.

Centrix Control Solutions are the provincial distributor for Clortec and all replacement parts are required to be supplied through them. As such staff views this as a sole source project under Policy No. 7.13 Section 3 whereby it is a non-competitive situation due to the proprietary nature of the UV equipment and materials.

For these reasons, staff recommends purchasing the WTP Hypo generator cells from Centrix Control Solutions for \$132,852.00 plus applicable taxes and shipping.

Legislative authority / plans / reports:

	Official Community Plan		Master Plan
	Community Charter/LGA		Equipment Replacement Reserve Fund
	Bylaw/Policy		Corporate Strategic Plan
	Zoning Bylaw	X	2025-2029 Financial Plan
X	Other		Long Term Financial Plan

In accordance with Section 3(1) of the Purchasing Policy No. 7.13, purchases exceeding \$100,000 must be submitted to Council for approval.

Financial Considerations:

The approved funding for this purchase is \$150,000 from the water capital budget.

Alternatives & Implications:

Staff had been monitoring the prices of this product and noticed significant escalation over the last few years. While the existing cells are four years old with a typical lifespan of six to seven years, having available onsite redundancy with this critical equipment ensures a significant operational safety factor while also alleviating concerns of potential future price increases. Any failure of the existing cells would require the coordination of sodium hypochlorite solution to the WTP for an extended timeframe until new cells could be purchased and installed.

The storage of the redundant cells is not anticipated to negatively impact their anticipated useful life once operational.

Communication: N/A

Prepared by: Manager of Utilities
Reviewed by: Director of Engineering & Public Works
Reviewed by: Chief Financial Officer
Approved by: Chief Administrative Officer

Attachments: None



To: Mayor & Members of Council

Title: General Manager, Shuswap Recreation Society – ROGERS Rink Energy Conservation Measure Upgrades – Award of Contract

Date: April 14, 2025

Motion for Consideration:

THAT: Council approve the award of the ROGERS Rink Energy Conservation Measure to Yeti Refrigeration Inc. in accordance with the terms and conditions of the tender for the quoted amount of \$275,650 plus taxes as applicable;

AND THAT: Council authorizes a pre-approved contingency in the amount of \$41,000 (approximately 15%) to support the project.

Background:

Salmon Arm Recreation received a Fortis BC Energy Study Report prepared by Polar Engineering in 2022 to investigate efficiency measures at ROGERS Rink on behalf of the City of Salmon Arm. Since this time staff have been diligently working towards implementation. Recommendations from the study included installation of an Ammonia Desuperheater to preheat the arena domestic hot water and ice resurfacing water, in turn saving fuel usage for the arena.

There is no base case system pertaining to this specific Energy Conservation Measure as the unit of study is not currently installed at ROGERS Rink. However, heat for the domestic hot water system and ice resurfacing hot water are currently provided by two (2) natural gas boilers. The current ice plant requires significant amounts of cooling to maintain high quality ice. Despite the two existing heat recovery measures in place (providing heat for the arena underfloor and snow melt pits), there is still a large amount of heat currently being removed from the ice slabs and exhausted to the atmosphere by the refrigeration systems evaporative condenser. A large portion of this heat can be captured and reused throughout the building. The installation of a desuperheater that can be tied into the arena domestic hot water and ice resurfacing hot water systems will extract energy from the superheated ammonia after it is discharged from the compressors, cooling but not condensing the ammonia before it reaches the condenser. Currently these compressors are connected to the condenser located outside, where energy is being wasted. The recovered heat will be used to preheat the cold water that is supplied from the city, reducing the load on the water heaters, resulting in energy savings.

Salmon Arm Recreation in partnership with the City of Salmon Arm issued a Tender, closing on March 21, 2025. One (1) compliant bid was received for the general contract as follows:

Company	Tender Amount (excl. tax)
Yeti Refrigeration Inc	\$275,650.00

The above price is an all-inclusive price to perform the works in accordance with the Engineered Drawings. Yeti Refrigeration Inc., recognized by Technical Safety BC as our certified refrigerator service provider, has been recommended for project award by Extropic Engineering following their review of the tender submission. The project is planned to commence during the scheduled plant shutdown period, spanning from June 1 to July 20, 2025. Certain tasks are marked as essential and must be completed during this timeframe.

Financial Considerations:

The approved budget for this project is \$383,100 from the Rogers Rink and Other Facility Services budget broken down as follows:

- \$309,000 (Investing in Canada Infrastructure Program Clean BC Community Fund)
- \$14,100 (Major Maintenance Reserve)
- \$60,000 (LGCAP)

In addition, Salmon Arm Recreation has received incentive funding from Fortis BC in the amount of up to \$30,000 as it relates to this energy conservation measure. We have been granted an extension from FortisBC to November 30, 2025.

ICIP Grant completion is required by March 31, 2028, with contributions in the lesser amount of 73.33% of the total project value or \$310,259.00.

Alternatives & Implications:

Should the project not be awarded, we could lose a valuable opportunity to lower our overall energy usage and increase our ice quality.

Communication:

Signage and communication will be implemented in compliance with the requirements specified by the grant sources.

Prepared by: General Manager of Shuswap Society
Reviewed by: Chief Financial Officer
Approved by: Chief Administrative Officer

Attachments:

- None



REQUEST FOR DECISION

To: Mayor & Members of Council

Title: Manager of Engineering (City Engineer) – WPCC Stage IV Upgrade-Conceptual Design and LWMP Update-Award of Contract

Date: April 14, 2025

Motion for Consideration:

THAT: Council approve the award of the WPCC Stage IV Upgrade-Conceptual Design and LWMP Update to Brown and Caldwell Consultants Canada Ltd. in accordance with the terms and conditions of the proposal for the quoted amount of \$1,113,998.00 plus GST as applicable;

AND THAT: Council authorizes a pre-approved contingency in the amount of \$110,000 (approximately 10%) to support the project.

Background:

The City of Salmon Arm (the City)'s Water Pollution Control Centre (WPCC) originally constructed in 1975 has undergone various upgrades over the years to improve capacity and performance. The plant currently has treatment capacity to serve up to 15,000 population equivalents. With the City's growing population and increasing wastewater demands, the facility is approaching its capacity limits. Additionally, much of the WPCC's infrastructure and equipment, particularly within its secondary treatment processes, have reached the end of their operational lifespan and require replacement to ensure effluent treatment standards are met and efficiency is maintained.

Concurrent with the Stage IV Upgrades project, the City must complete a comprehensive update to its Liquid Waste Management Plan (LWMP) to ensure that the City's wastewater management strategies align with projected growth, regulatory compliance, and environmental sustainability goals. A fully updated and MoE-approved LWMP is required to (1) provide a strategic framework that will guide the City's wastewater management approach over the coming decades and (2) secure borrowing for future project phases (including Stage IV construction). Therefore, adhering to the established schedule for completing the LWMP update is essential to maintaining project momentum and securing funding.

The LWMP update will require a detailed review and assessment of the City's current wastewater infrastructure, treatment capacity, and discharge impacts to align the WPCC with current and future needs additionally, the update requires robust public and First Nations consultation and engagement to integrate community feedback into long-term wastewater treatment strategies. The LWMP will also identify potential funding sources, recommend capital and operational improvements, and outline phased implementation plans for meeting evolving regulatory

standards. The updated LWMP will serve as a foundational document, guiding the City's wastewater management approach over the coming decades.

Through an analysis on project risk and City capacity for risk resilience, the preferred procurement method for the Stage IV Upgrade was determined to be Construction Manager at Risk (CMAR). This procurement method hires a contractor early in the project to review designs from a constructability lens and to provide cost certainty through accurate market estimates.

On December 5, 2024, the City issued a Request for Proposal to hire two distinct roles for the Stage IV Upgrade:

1. **A Consulting Engineering Firm (Consultant):** to lead the conceptual design, update the City's Liquid Waste Management Plan (LWMP), complete a minor amendment to the LWMP, and aid the City with Construction Manager at Risk (CMAR) procurement; and
2. **An Owner's Representative Project Manager (Owner's PM):** to provide professional project management services, grant finding and application assistance, technical peer reviews of drawings and reports, and otherwise represent the City's interests throughout this phase of the project.

On January 29, 2025, the City received five proposals, with four submissions for both roles and one for the Owner's PM role only. The proposals were evaluated by a committee consisting of:

- 1- Director of Engineering & Public Works
- 2- Manager of Engineering
- 3- Project Coordinator - Capital Works
- 4- Manager of Utilities
- 5- Chief Operator of the Water Pollution Control Centre
- 6- External expert from Metro Vancouver Regional District (Project Delivery)

The evaluation criteria used to assess the proposals were specified in the Request for Proposal and consisted of the following:

Project Understanding, Methodology, and Schedule: **40 points**

Corporate Experience: **10 points**

Project Team Qualifications and Experience – Core Team: **30 points**

Project Team Qualifications and Experience – Supporting Team: **10 points**

Level of Effort / Pricing: **10 points**

Value Add: **+5 points**

The following is a summary of the received proposals:

Engineering Firm	Brown and Caldwell CC Ltd.	Stantec Consulting Ltd	Carollo Engineers Canada Ltd	AECOM Canada ULC
Total Score	88.4	81.0	77.3	74.5
Price	\$1,113,988.00	\$792,853.70	\$1,000,210.00	\$472,528.00

Pursuant to the Request for Proposals (RFP), the top-ranked proposal is offered the opportunity to select one of two roles. Brown and Caldwell Consultants Canada, Ltd. has chosen the first role, serving as the consulting engineering firm.

The City will proceed with negotiations for the second role once the official award for the first role is confirmed, ensuring compliance with the RFP terms.

Legislative authority / plans / reports:

	Official Community Plan	X	Sanitary Sewer Master Plan
	Community Charter/LGA		Other
	Bylaw/Policy	X	Corporate Strategic Plan
	Zoning Bylaw	x	2025-2029 Financial Plan
X	Liquid Waste Management Plan	x	Long Term Financial Plan

Financial Considerations:

The Stage IV Upgrade is anticipated to cost \$60 million dollars including engineering fees. The 2025 budget includes \$100,000 for the completion of the LWMP update and \$6,978,270 for the engineering fees (approximately 12% of the project value), of which \$1,978,270 is available capital dollars (\$5,000,000 is proposed to be funded from long-term debt).

The conceptual design fees amount to approximately 14% of the total engineering fees or 1.6% of the total project value which staff determine is reasonable. Additional costs for this phase of the project will include the Owner's Engineer and the Construction Manager at Risk.

Alternatives & Implications:

Council may direct staff to proceed with an alternate award or no award however both alternatives would introduce significant risk to the completion of the project.

Communication: N/A

Prepared by: Project Coordinator - Capital Works
Reviewed by: Manager of Engineering (City Engineer)
Approved by: Chief Administrative Officer

Attachments: N/A



REQUEST FOR DECISION

To: Mayor & Members of Council

Title: Bylaw No. 4488 – Housing Agreement (ZON-1300 / DP-461)

Legal: Lot 1, Section 13, Township 20, Range 10, W6M, KDYD, Plan EPP142023

Civic: 811 28 Street NE

Owner: 1514000 BC LTD.

Agent: Crown Pacific Development Corp. (B. Giese)

Date: April 14, 2025

Executive Summary/Purpose:

The City intends to enter into a housing agreement to ensure that rental housing units are secured within a 6-story mixed-use building proposal (ZON-1300 CP-461). The housing agreement must be approved by bylaw.

Motion for Consideration:

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 1, Section 13, Township 20, Range 10, W6M, KDYD, Plan EPP142023 (811 - 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.

Staff Recommendation:

THAT: the Motion for Consideration be adopted.

Proposal:

The applicant is proposing a 6-story mixed-use building including purpose built rental units.

Background:

At the December 16, 2024 Development and Planning Services Committee Meeting, the Committee deliberated and determined a minimum 15-year time period would be acceptable in support of the request of the applicant, as is reflected in the Housing Agreement. The applicant requested a maximum 15-year time period for the Housing Agreement.

A Housing Agreement is a tool to include provisions that cannot be included as zoning requirements, as a contract between a property owner and the local government to help facilitate and secure desired forms of housing development. A Housing Agreement can be used to govern the tenure of a development for rental and outlines terms such as length of time that the provisions of the agreement are in effect. A local government can only enter into a Housing Agreement by bylaw, the Housing Agreement itself is a contract. The terms of the Housing Agreement must be agreed to by both the landowner and the local government. 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 agreement to the property, current and future owners.

The subject property is under consideration for a rezoning amendment (ZON-1300) from C-3 to C-6 in order to construct a 6-story mixed-use building including purpose built rental units. Future development of the parcel is subject to the guidelines of the Highway Service / Tourist Commercial Development Permit Area and has been considered through the Development Permit application process (DP-461). The proposal is consistent with the OCP and has therefore been supported by staff. This proposal has received conditional approval from Council, subject to parcel consolidation, Ministry of Transportation & Transit (MoTT) approval, and legally securing the rental housing element. The applicant has advanced the conditions, with only the rental housing agreement remaining.

In alignment with the associated proposal, the City intends to enter into a housing agreement for rental housing, by bylaw, with the property owner, in accordance with Section 483 of the *Local Government Act* and Section 219 of the *Land Title Act*. The purpose of this agreement is to ensure that rental housing units are secured in alignment with Council's Priority Planning and Development Review Policy.

Time Period - Term

The provisions of the Housing Agreement include a time period for which the rental housing will be secured. As stated within the policy, the City's intent is to provide continued long-term rental housing. City staff consider "long-term" to be either perpetuity or a minimum of 25 years from the date of occupancy permit for the Rental Unit to meet the Priority Policy. As noted above, the Committee determined that a 15 year time period was appropriate.

Daily Amount

The provisions of the Housing Agreement include a "Daily Amount" which can be charged should the agreement not be upheld. This is the enforcement component of the agreement. In this case, the amount is \$100 per day per unit.

This particular housing agreement is relatively simple, as it is intended to secure rental housing. Other housing agreements can be far more complex, detailing a mixture of obligations, rents, rates and tenures.

Relevant Policies:

Local Government Act

Under Section 483 of the *Local Government Act*, a Housing Agreement can permit terms and conditions regarding the housing units including the form of tenure. This section grants local governments the authority to impose requirements on the land. The agreement is to 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.

There are several City policies which support the provision of rental housing including:

- Official Community Plan
- Zoning Bylaw
- Community Housing Strategy
- Policy 3.21 – Priority Planning and Development Review Policy

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 the proposal advances to meet prescribed timelines. As defined in the Policy, Purpose-built Rental Housing means:

“a development with four (4) or more Dwelling Units that are designed and built and intended for long term residential rental housing, that is subject to a Housing Agreement pursuant to the Local Government Act to ensure continued rental tenancies, or is subject to zoning that limits the form of tenure to residential rental tenure.”

Thus, in order to qualify as a priority application, the rental housing element must be legally secured. Where rental zoning is not utilized, a Housing Agreement and related covenant would secure the rental housing element.

Referral Comments:

n/a

Financial Considerations:

As a Priority Application, in addition to advancing the proposal, under the City’s Fee for Service Bylaw a 50% reduced rate is provided for applicable application fees and charges – including development and building permit applications. This applies to those projects which are purpose built market rentals.

Committee Recommendations:

n/a

Public Consultation:

n/a

Alternatives & Implications:

Council may deliberate and determine an alternative way in which to proceed.

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 - Proposed Section 219 Covenant Housing Agreement

CITY OF SALMON ARM

BYLAW NO. 4688

A bylaw to authorize the City of Salmon Arm to enter into a housing agreement for rental housing for the lands known as 811 28 Street NE, Salmon Arm, BC

Whereas Section 483 of the *Local Government Act*, as amended, empowers the Council of the City of Salmon Arm to enter into a housing agreement;

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

1. The Mayor and Corporate Officer are authorized to execute the Housing Agreement substantially in the form attached to this Bylaw as "Schedule A", between the City of Salmon Arm and Fireside Electric Ltd. or other registered owners from time to time of the lands described as:

Parcel Identifier 032-386-907

Lot 1, Section 13, Township 20, Range 10, W6M, KDYD, Plan EPP142023

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 Housing Agreement Bylaw No. 4688**”

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

CORPORATE OFFICER

Schedule "A"

TERMS OF INSTRUMENT - PART 2

Housing Agreement

- A. The Owner is the registered owner of the property (the "Lands") situated, lying and being in the City of Salmon Arm, in the Province of British Columbia, described in Item 2 of Form C to which this Terms of Instrument (the "Agreement") is attached;
- B. Section 219 of the *Land Title Act*, RSBC 1996, c. 250 (the "Act") provides, inter alia, that there may be registered as a charge against title to land a covenant, whether of a negative or positive nature, in respect of the use of land or the use a building erected or to be erected on land, in favour of a Municipality or the Crown;
- C. The Owner has applied to the City to rezone the Lands from C-3 to C-6 and it is a condition of the approval by the City of that application that the Owner enter into this Agreement with respect to the Land and the Owner has agreed to do so.

NOW THEREFORE, pursuant to Section 219 of the *Land Title Act* and in consideration of One Dollar (\$1.00) now paid by the City to the Owner, the receipt and sufficiency of which is hereby acknowledged, and of the premises herein contained, the parties covenant and agree as follows:

1. In this Agreement,

"Daily Amount" means \$100.00 per day per rental Dwelling Unit;

"Dwelling Unit" means a single, self-contained residence usually containing cooking, eating, living, sleeping and sanitary facilities intended for residential occupancy;

"Rental Housing Units" means the Dwelling Units to be constructed on the Lands and designated by the Owner as Rental Housing Units, which Rental Housing Units shall be used solely for the purpose of rental housing in accordance with this Agreement;

"Rental Purposes" means an occupancy or intended occupancy which is or would be governed by a tenancy agreement as defined in section 1 of the *Residential Tenancy Act*;

"Strata Lot" means any lot created in accordance with the *Strata Property Act* as amended from time to time.

2. The Owner, for itself and its successors and assigns, covenants and agrees with the City, as a covenant running with the Lands, that the Owner will not for a period of fifteen (15) years from the date of issuance of an occupancy certificate by the City of Salmon Arm:
 - (a) use the Dwelling Units in the building constructed on the Lands, or allow them to be used, except for Rental Purposes; or
 - (b) subdivide the Lands, including by registration of a strata plan for the creation of Strata Lots.
 - (c) the Owner may not, without the prior written consent of the City, acting in its sole discretion, market, sell or transfer less than the total number of Rental Housing Units that are on, or are to be constructed on the Lands, in a single or related series of transactions with the result that when the purchaser or transferee of the Rental Housing Units becomes the owner, the purchaser or transferee will be the legal and beneficial owner of not less than the total number of Rental Housing Units.
3. The covenants contained in this Agreement are and shall be deemed to be running with the Lands pursuant to Section 219 of the Act and shall be binding upon the Owner and its successors in title to the Lands and shall enure to the benefit of the City and its successors, in perpetuity, and may only be modified or discharged pursuant to the provisions of Section 219 of the Act or pursuant to the provisions of an order of a Court of competent jurisdiction.
4. Notwithstanding anything contained herein, neither the Owner nor any future owner of the Lands shall be liable under any of the covenants or agreements contained herein where such liability arises by reason of an act or omission occurring after the Owner or such future owner ceases to have any further interest in the Lands.
5. Wherever the masculine singular pronoun is used in this Agreement, same shall be deemed to include and mean the plural, feminine, or body corporate or body politic as the context may require.
6. The Owner hereby releases and forever discharges the City of and from any claim, cause of action, suit, demand, expenses, costs and legal fees whatsoever which the Owner can or may have against the City for any loss or damage or injury that the Owner may sustain or suffer arising directly or indirectly out of the issuance of a Building Permit or the use or occupation of the Lands.
7. The Owner covenants and agrees to indemnify and save harmless the City from any and all claims, causes of action, suits and demands whatsoever that anyone has, or may have in the future, as an owner occupier, tenant, visitor, invitee or user of the Lands, including without limitation, claims, causes of action, suits and demands for loss of life and/or injury to a person or property, that arises directly or indirectly out of the approval of the subdivision, the issuance of a Building Permit or the use or occupation of the Lands.
8. This Agreement is to be registered as a charge against the Lands and the Owner agrees to execute and deliver all other documents and provide all other assurances necessary to give effect to the covenants contained in this Agreement.

9. If any part of this Agreement is found to be illegal or unenforceable, that part will be considered separate and severable from the rest, and remaining parts will not be affected thereby and will be enforceable to the fullest extent permitted by
10. Nothing contained or implied in this Agreement shall prejudice or affect the City's rights and powers in the exercise of its functions pursuant to the *Local Government Act* of British Columbia or its rights and powers under all of its public and private statutes, bylaws, orders and regulations to the extent that same are applicable to the Lands, all of which may be fully and effectively exercised in relation to the Lands as if these covenant had not been executed and delivered by the Owner.
11. The Owner agrees that the City is entitled to obtain an order for specific performance of this Agreement and a prohibitory or mandatory injunction in respect of any breach by the Owner of this Agreement. Further, the Owner agrees that the foregoing provision is reasonable given the public interest in restricting the occupancy and disposition of the Rental Housing Units in accordance with this Agreement. The Owner agrees that should the Rental Housing Units ceased to be used in accordance with this Covenant, that it shall be restored to a rental residential use.
12. The Owner hereby grants to the City a covenant under Section 219 of the *Land Title Act* and at common law, securing payment by the Owner to the City of the Daily Amount at any time should the owner be in default of its obligations under this Agreement. The Owner Agrees that the City, at its option, may enforce payment of such outstanding amount in a court of competent jurisdiction as a contract debt, by an action for and order for sale, by proceedings for the appointment of a receiver, or in any other method available to the City in law or in equity.
13. Where there is a reference to an enactment of the Province of British Columbia in this Agreement, that reference includes a reference to any subsequent enactment of the Province of British Columbia of like effect and, unless the context otherwise requires, all statutes referred to in this Agreement are enactments of the Province of British Columbia.
14. The Owner represents and warrants to and covenants and agrees with the City that:
 - (a) it has the full and complete power, authority and capacity to enter into, execute and deliver this Agreement and to bind all legal and beneficial interests in the title to the Lands with the interest in land created hereby;
 - (b) upon execution and delivery of this Agreement and registration thereof, the interest in land created hereby will encumber all legal and beneficial interests in the title to the Lands;
 - (c) this Agreement will be fully and completely binding on the Owner in accordance with the terms hereto and the Owner will perform all of its obligations under this Agreement in accordance with the terms hereof; and
 - (d) the foregoing representations, warranties, covenants and agreements will have force and effect notwithstanding any knowledge on the part of the City, whether actual or constructive, concerning the status of the Owner, the Lands, or any other matter.

15. Any demand or notice which may be given under this Agreement shall be in writing and delivered or faxed addressed to the parties as follows:

The City:

CITY OF SALMON ARM
500 – 2 Avenue N.E.
P.O. Box 40
Salmon Arm, B.C. V1E 4N2

The Owner:

151400 B.C. LTD.
101-801 Island Highway
Campbell River, B.C. V9W 2C2

or at such other address as any party may specify in writing to the other. The time of giving and receiving any such notice shall be deemed to be on the day of delivery or transmittal.

16. An AUTHORIZING BYLAW WAS PASSED by City Council on the _____ day of April, 2025 under Bylaw No. 4688.
17. Any matter in dispute between the parties under this Agreement must be referred to a single arbitrator if the parties can agree on one, and otherwise to three arbitrators, one to be appointed by each of the parties and the third by those two appointed, and the matter must be resolved in accordance with the provisions of the *Commercial Arbitration Act* of British Columbia.
18. In any action or proceeding concerning this Agreement, including any application seeking the specific performance of the Owner's obligations under this Agreement, the City will be entitled to be indemnified for its costs on a solicitor-and-own-client basis.
19. No alleged waiver of any breach of this Agreement is effective unless it is an express and specific waiver in writing, which will not operate as a waiver of any other breach of this Agreement.
20. This Agreement shall enure to the benefit of and be binding upon the parties hereto and their respective successors and assigns.

IN WITNESS WHEREOF the parties have executed a Form C, to which this Agreement is attached and which forms a part of this Agreement, effective as of the date first above written.



REQUEST FOR DECISION

To: Mayor & Members of Council

Title: Director of Engineering & Public Works –Fee For Service Amendment Bylaw No. 4702

Date: April 14, 2025

Motion for Consideration:

THAT: the bylaw entitled City of Salmon Arm Fee for Service Amendment Bylaw No. 4702 be read a first, second and third time.

Background:

Following review of the City of Salmon Arm Fee for Service charges for 3/4", 3/4" short lay and 1" T-10 water meters, it has been determined that the cost associated with the procurement of water meters has increased markedly and an amendment to the Fee for Service Bylaw is required in order to ensure full cost recovery. Staff are proposing an amendment to establish new charge rates for the Residential water meters and the Commercial Radio Frequency Head water meters as shown below:

Table 1: Residential Water Meter Costs

Water Meter Size	Previous Years Rates				New Charge
	2019	2020	2021	2022/23/24	2025
3/4"	\$370.00	\$395.00	\$405.00	\$435.00	\$450.00
3/4" SL				\$395.00	\$450.00
1"	\$470.00	\$500.00	\$515.00	\$550.00	\$610.00

Table 2: Commercial RFH Water Meter Costs

Water Meter Size	Previous Years Rates				New Charge
	2019	2020	2021	2022	2025
3/4" T-10	\$570.00	\$605.00	\$620.00	\$660.00	\$920.00
3/4" PIT		\$640.00	\$655.00	\$695.00	\$855.00
1" T-10	\$700.00	\$740.00	\$755.00	\$815.00	\$1115.00
PIT		\$760.00	\$779.00	\$835.00	\$1080.00

Staff recommend that Section 6 of the Fee for Service Bylaw No. 4497 be amended to reflect the increase in costs associated with the sale of new water meters. We are also recommending the removal of all reference to the 5/8" meter as it is no longer a requirement in the City's Subdivision Development & Servicing Bylaw.

Legislative authority / plans / reports:

	Official Community Plan		Master Plan
	Community Charter/LGA		Other
X	Bylaw/Policy		Corporate Strategic Plan
	Zoning Bylaw		2025-2029 Financial Plan
			Long Term Financial Plan

Financial Considerations:

All water meters are sold based on full cost recovery. Should this amendment not be considered, the City would require additional budget to fund for the shortfall on each water meter that was sold.

Alternatives & Implications:

No alternatives

Communication:

Prepared by: Director of Engineering & Public Works
Reviewed by: Chief Financial Officer
Approved by: Chief Administrative Officer

Attachments:

- Draft Fee for Service Amendment Bylaw No. 4702

CITY OF SALMON ARM

BYLAW NO. 4702

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

WHEREAS it is deemed desirable and expedient to alter the fees imposed by “District of Salmon Arm Fee for Service Bylaw No. 2498”;

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

1. Schedule “B”, Appendix 1 – Miscellaneous Fee Schedule – Public Works of “District of Salmon Arm Fee for Service Bylaw No. 2498” subsection 6 is hereby deleted in its entirety and replaced with Schedule “B” Appendix 1 – Miscellaneous Fee Schedule – Public Works, attached hereto and forming part of this bylaw.

6.	Water Connection Charge	
	• Connection Fee - 3/4”	At cost
	• Connection Fee - 1”	At cost
	• Connection Fee - 1 1/2”	At cost
	• Connection Fee - 2”	At cost
	The charges set out in Section 6 above include an inspection and administration fee of \$55.00. Where a connection has been provided and paid for by a developer, the owner or his agent shall pay only the \$55.00 fee.	
	Where a water meter is required to conform to City policy for water reconnection/connection standards and conditions for Residential, the charge will be as follows:	
	• 3/4” remote water meter	\$450.00
	• 3/4” short lay for pit setter	\$450.00
	• 1” remote water meter	\$610.00
	• 1 1/2” remote water meter	At cost plus Administration fee
	• 2” remote water meter	At cost plus Administration fee
	Where a water meter is required to conform to City policy for water reconnection/connection standards and conditions for Commercial RFH, the charge will be as follows:	
	• 3/4” remote water meter	\$920.00
	• 3/4” for pit setter applications	\$855.00
	• 1” remote water meter	\$1115.00
	• 1” for pit setter applications	\$1080.00
	• 1 1/2” remote water meter	At cost plus Administration fee
	• 2” remote water meter	At cost plus Administration fee
	Gleneden Water System:	

	Each property that connects to the Gleneden Water System (depicted as “Gleneden Water Service Area” on Figure 1 attached hereto and forming part of this bylaw), in addition to all other appropriate fees, must make a “one-time” payment to the City of a special Capital Cost Contribution for the parent property in an amount equivalent to the current single family development cost charge for water specified in Development Cost Charge Bylaw No. 2261 as amended, prior to connection to the water system.	
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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 Fee for Service Amendment Bylaw No. 4702.**”

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: Director of Planning & Community Services – Official Community Plan (OCP) Bylaw No. 4707 – First Reading

Date: April 14, 2025

Motion for Consideration:

THAT: Official Community Plan Bylaw No. 4707 be read a first time;

AND THAT: Council has considered what persons, organizations and authorities may be affected by proposed Official Community Plan Bylaw No. 4707 pursuant to sections 475 and 476 of the *Local Government Act*, and determined that Bylaw No. 4707 be referred to:

- a) The Agricultural Land Commission; and
- b) The Provincial Ministry of Transportation and Transit; and
- c) The Columbia Shuswap Regional District; and
- d) Kwsaltktnéws ne Secwépemcúl'ecw School District No. 83,

AND THAT: Council considers this to be appropriate consultation in accordance with sections 475 and 476 of the *Local Government Act*; and

AND THAT: Council considers that there will be further an ongoing consultation with the Adams Lake Indian Band and the Neskonlith Indian Band regarding Bylaw No. 4707; and

AND FURTHER THAT: pursuant to section 477(3) of the *Local Government Act*, Official Community Plan Bylaw No. 4707 has been considered in conjunction with the City of Salmon Arm Financial Plan and its Solid Waste Management Plan.

Background:

The Official Community Plan (OCP) review process has been underway since late 2023, and the four phases of public engagement to help draft the plan are now complete. Progress updates were provided to the Development and Planning Services Committee and Council on January 13 and 20, 2025, where the first draft of the OCP was reviewed and initial comments received. Council last considered the most recent draft at the Development and Planning Services Committee meeting on March 17, 2025. Committee members provided feedback at that meeting, and comments have continued to be submitted to staff directly. A number of minor amendments have been made since the draft bylaw was reviewed by the Committee on March 17, 2025 (*one particular is the addition of a new policy recommending a Downtown and waterfront master plan*

in the commercial section (p. 28)). There are no other substantive amendments made to the document since March 17, 2025.

As noted there has been a substantial engagement process, consisting of 4 phases that has brought the draft bylaw to its current point. There have been three public surveys, dozens of workshops and meetings, webinars, OCPizza parties and 3 public forums where content has been shared with the public and feedback received. The process has been heavily promoted with a large volume of online advertising in many forms and through print advertising and through the large email subscriber list that has been generated through the process. Staff respectfully submit that the document under consideration is a fair reflection of the input received through the long engagement process.

A summary of the content included in the draft Bylaw 4707 follows:

The plan reviewed the current OCP Bylaw 4000, and not all the content is “brand new.” The current content has retained those policy directions that the community thought were working and worth building on, including:

- Avoiding sprawl
- No change to Urban Containment Boundary (UCB)
- Increased housing density City-wide
- Downtown remains the heart of the community
- Protection of farm lands
- Protection / improvement of parks
- Protecting / improving greenways
- Support for active transportation

There are, however, a number of areas where there is new policy, including:

- First Nations matters
- Recreation facility planning & maintenance
- Climate change
- Transit planning
- Economic development
- Food security

In general, the draft is responsive to feedback from the community. There are however, two areas where the draft bylaw is not entirely consistent with some of the feedback received. These are:

1. The Industrial Special Development Area (p. 33). There has been substantial public comment including a petition to not indicate this area as an exclusion from the Agricultural Land Reserve (ALR). This policy has been left unchanged as the Agricultural Land Commission (ALC) has previously indicated its’ approval in principle for extractions for industrial uses, and that this policy has been in operation for quite some time, with about 80 acres of the 146 acres in question already excluded. Staff also believe that the future need for industrial land is evident and that the planning needed to make this land available will take some time, so the City should proceed with continued exclusions.

2. Other ALR extractions and rural subdivisions. There have been numerous requests from individual land owners to cite their lands for either exclusion from the ALR, additional rural subdivision potential or both. Staff have not included any of these individual requests. The principle reason for not including them is that there is more than adequate residential land available for development within the Urban Containment Boundary (UCB) to more than meet the City's needs for many years that exceed the timespan of an OCP. Zoning capacity in the community can accommodate over 46,000 dwelling units, including the current 8,500 already developed. There is no need to include additional residential development lands or extract more land from the ALR for residential uses.

Introduction

The Introduction section now includes a brief section on how amendments would be dealt with and suggests criteria for evaluating proposed amendments.

Community Vision & Over-Arching Themes

The Community Vision section borrows heavily and builds on the content in the existing OCP. The Vision statement has been updated based on public comments received.

Throughout Phase 2 and the early part of Phase 3 of the engagement, a number of key take-aways and cross-cutting themes emerged from the questions that were posed to the community regarding the vision for the future and what people valued in the community at present, and what they thought was important for the future. These were concerns that were echoed frequently throughout the engagement process. The Over-Arching Themes identified as part of the engagement process are:

- Balanced Growth
- Connectivity
- Sustainability
- Affordability
- Safety
- Community Vibrancy

Staff also were asked as part of the engagement process to consider the resulting policy based on a number of filters or "lenses" that in part address the Over-Arching Themes, and collect policy based on them. The lenses used in developing and reviewing the draft bylaw area:

- Affordability
- Equity
- Safety
- Sustainability
- Reconciliation

"Affordability" and "Sustainability" were therefore identified both as Over-Arching Themes and as lenses through which to review the document. Staff are in the process of applying both the Themes and the lenses to the individual sections and the objectives contained in them, to try and connect material throughout the document. They will be included at second reading if possible.

First Nations

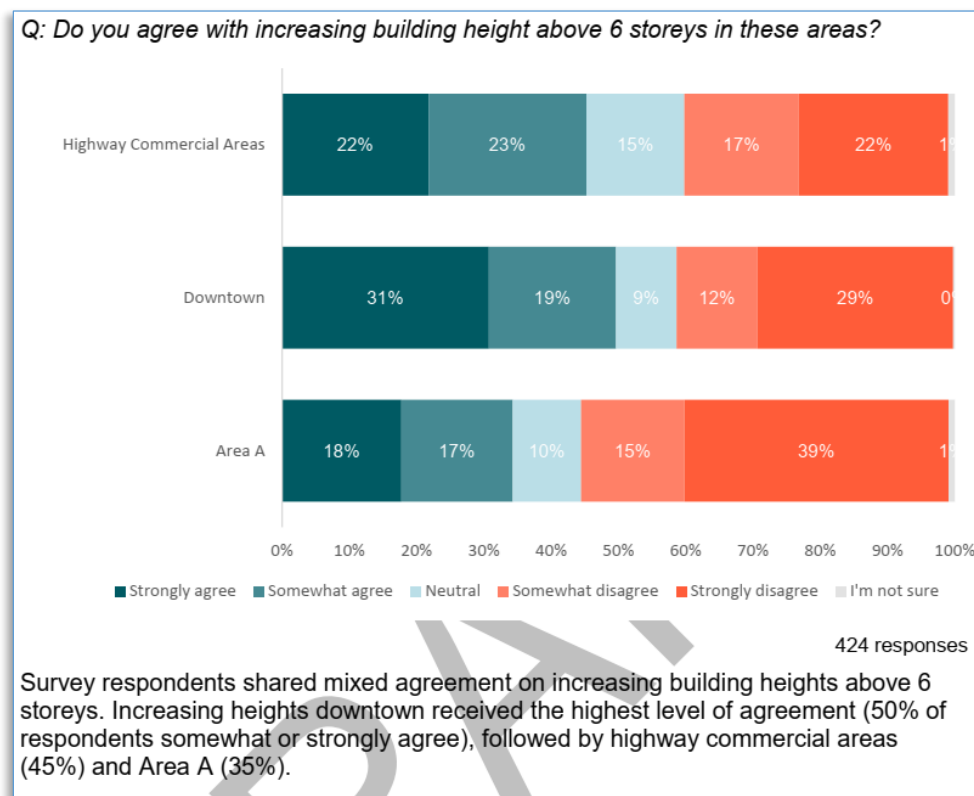
The First Nation section is new to the OCP, and includes a number of objectives, acknowledgements and commitments, but does not contain any policy statements. These will be included in future amendments when the policy work has been co-created with First Nations partners. This engagement is ongoing.

Growth Management

In this section, the control of sprawl continues to be a major policy directive, and the UCB is largely unchanged from the current OCP. The overall residential density across the community has been increased, with the majority of the areas within the UCB now being designated as Residential Medium Density, where they were previously Low Density. While a significant change, there was little to no discussion on this issue as it was mandated in the midst of the review process by the Small Scale Multi Unit Housing (SSMUH) initiative from the Province that essentially allows all residential properties to now accommodate up to 4 dwelling units.

There is a new policy that limits building heights to no more than 6 storeys, but allows for possibly higher buildings in the Downtown area, the Residential High Density Area and the commercial areas along the Trans Canada Highway. Public sentiment was only supportive of these higher building heights in these areas. A short section on the regional context has been added also.

The policy also recommends that a review of the Zoning Bylaw for the Residential High Density Area to ensure that it develops for multi family uses. The current R-10 zoning applied to much of the area would allow for significant single family redevelopment and thereby thwart the intent of the OCP to concentrate high density residential uses near to services and the Downtown area.



Urban Residential

This section contains improved policy and more policy statements regarding housing diversity and affordability, including policy protections for mobile home park and rental housing conversions.

Rural & Agriculture

This section continues with policy protection of agricultural lands and limits on residential development in rural areas. There is no policy support for any further ALC exclusions outside of the Industrial Special Development Area. It also contains a new Food Security sub-section, support for local food production and processing and a producer's organization. A new Farm Protection Development Permit Area is also included in the Development Permit Areas section at the end of the OCP.

Commercial

This section reaffirms that the Downtown will remain the heart of the community, while also encouraging Downtown residential development and encouraging new local commercial. There is continued policy support for the revitalization tax exemption (RTE) program Downtown, and support for a Downtown and waterfront master plan.

Industrial

This section provides continued protection of industrial lands, continued support for the industrial RTE program, and supports the Industrial Special Development Area expansion north of airport (as noted above). There are suggestions of limits on possible uses in the Zoning Bylaw rewrite (e.g. storage/logistics uses).

Environment & Climate Change

This section has continued policy protection of sensitive lands, a proposal for an urban forestry plan, enhanced policy suggestions for climate change mitigation policies, a new Climate Change section, and establishes GHGe targets based on the Intergovernmental Panel on Climate Change (IPCC) guidelines limit warming to 1.5°C.

Parks, Recreation & Greenways

This section proposes the development of asset management plans specifically for facilities, and the development of a master plan or plans for new facilities, along with seeking additional funding options and continued support for parks and greenways growth.

Arts, Culture and Heritage

This section continues with policy support to partner and support local organizations, continued heritage protection efforts and support for festivals and events.

Community and Social Services

This section expresses continued support for partnerships with agencies, with the City as convener, an improved healthcare advocacy role, consideration of a program for low barrier recreational access, the development of an anti-racism strategy, and continued collaboration with Kwsaltktnéws ne Secwépemcúl'ecw School District No. 83.

Economic Development

This section is a new section in the OCP, and focusses heavily on cooperation and coordination with the Salmon Arm Economic Development Society (SAEDS), and the encouragement of local commercial developments.

Transportation

This section has a continued focus on active transportation implementation, a proposed transit route and schedule review, along with a review of fare options, and the future road network plan is more clearly identified.

Utilities and Infrastructure

This section focusses on continuing to maintain and upgrade current assets, and limit rural extensions of systems, the continuation of water conservation measures and a new solid waste section.

Potential Hazard Areas

This section recommends considering a new wildfire development permit area and a steep slopes development permit area, along with a review of the Community Wildfire Preparedness Plan, increase the FireSmart Program, as well as clarity on reporting requirements in the Development Permit Area (DPA) around overland flooding and debris flows.

Implementation

The Implementation section has reviewed all of the programs and initiatives proposed throughout the document and distilled it down to a one page on page 71. The priorities were established basely largely on the feedback from the engagement process which stated the following priority:

1. New and/or improved recreational facilities
2. Active transportation improvements
3. Transit improvements
4. Emissions reductions/climate change programs

Outside of the priorities on page 71, all of the other policies could only be undertaken opportunistically, if they are relatively low effort, if opportunity, time, staff or additional funding is made available. Staff do however note that any final decisions on priorities would be made by Council as part of an annual budget review process or part of a long term financial plan.

Development Permit Area Guidelines

The Development Permit Areas are largely unchanged with the exception of:

- The Environmentally Sensitive Riparian section has been update to reflect current legislation;
- The Multi family housing guidelines have been updated with substantial imagery to provide clearer direction;
- The Potential Hazard Areas guidelines have been updated to provide more direction on flooding and debris flow reports; and
- The Farm Protection Development Permit Area is new.

As noted in the recommended motion, the OCP does need to be considered in conjunction with a relevant solid waste management plan. Staff are not anticipating that the OCP creates any issues with solid waste management, as it continues to support current programs with the CSRD. If there are any issues with respect to solid waste management, staff anticipate that these will be raised during the referral to the CSRD.

The only substantive mapping changes are those made to the Growth Area B and C on Map D (Growth Management Areas). There are additional debris flow risk areas outlined on Map Q. The flood plain areas on Map Q will also need to be made via an amendment when that data is made public later in 2025.

Legislative authority / plans / reports:

X	Official Community Plan (4707)		Master Plan
X	Community Charter/LGA		Other
	Bylaw/Policy	X	Corporate Strategic Plan
	Zoning Bylaw	X	2025-2029 Financial Plan
			Long Term Financial Plan

Financial Considerations:

Pursuant to section 477(3) of the *Local Government Act*, an OCP must be considered in conjunction with the City's long term financial plan. The City's long term financial plan (both operating and capital) will need to be reviewed and revised based on the draft OCP, and the implementation schedule outlined. These decisions would be made by Council as part of the review of the financial plan, and are not being made through approval of the OCP itself. Any financial decisions will have their own review and approval process.

There are no direct financial commitments made in the OCP, but the number and type of initiatives outlined in the OCP will have significant financial costs, once (and if) approved to commence. These decisions will be made by Council at the time those initiatives or programs are considered, and are not being approved through inclusion in the bylaw. These will most likely be made as part of the annual budget review and approval cycle.

The OCP review project was budgeted at \$200,000 (over 2024 and 2025), and expenses to date are within budget.

Alternatives & Implications:

Council could direct any amendments to the bylaw as they deem appropriate, or Council could refer the draft bylaw back to staff for further review or public engagement.

Communication:

Significant public engagement has taken place in the creation of the OCP Bylaw 4707 to date. The final stage of public engagement will be the holding of a public hearing, once referral responses from the relevant agencies have been received. Notification of the public hearing will be done in accordance with the relevant legislation, and also through the City's social media channels. The public hearing will be scheduled following second reading of the bylaw.

Prepared by: Director of Planning & Community Services
 Approved by: Chief Administrative Officer

Attachments:

- Bylaw 4707 (Schedule A) including maps

CITY OF SALMON ARM

BYLAW NO. 4707

A bylaw to adopt an Official Community Plan for the City of Salmon Arm.

WHEREAS pursuant to Part 14, Division 4, of the Local Government Act, the Council of the City of Salmon Arm wishes to adopt an official community plan;

AND WHEREAS after first reading of the bylaw Council shall, in sequence, examine the official community plan in conjunction with its most recent financial plan and any waste management plan pursuant to Section 477 of the Local Government Act;

AND WHEREAS if the official community plan applies to land in an agricultural land reserve established under the Agricultural Land Commission Act, after first reading of the bylaw Council shall refer the official community plan to the provincial Agricultural Land Commission for comment;

AND WHEREAS Council shall, in the course of preparing its official community plan, consult with the school boards for those school districts included within the official community plan;

AND WHEREAS Council of the City of Salmon Arm has complied with all requirements of the Local Government Act prior to adoption of this bylaw and official community plan including all of the foregoing;

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

1. That the "City of Salmon Arm Official Community Plan" attached hereto as Schedule "A" and forming part of this bylaw, is adopted as the official community plan of the City of Salmon Arm, including all related mapping.
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.

6. REPEAL

The City of Salmon Arm Official Community Plan Bylaw No. 4000, and all amendments thereto, are hereby repealed in their entirety.

7. CITATION

This bylaw may be cited as “**City of Salmon Official Community Plan (OCP) Bylaw No. 4707.**”

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 BY THE MINISTER OF AGRICULTURE THIS DAY OF 2025

Minister of Agriculture

ADOPTED BY COUNCIL THIS DAY OF 2025

MAYOR

CORPORATE OFFICER

City of Salmon Arm

Official Community Plan (OCP)

Bylaw 4707 – Schedule A

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1. Introduction

An Official Community Plan (OCP) is a bylaw that provides objectives and policies to guide future decision making on planning and land use management within a community. It is a long range, strategic and forward looking document that provides direction to a council in the future, often looking out over a period of 20 years or more.

The requirements of an OCP are defined by Provincial law through the *Local Government Act*. An OCP is generated with extensive community input, and provides guidance on future land uses and infrastructure requirements. The OCP should:

- outline a community vision developed through a public engagement process;
- provide a set of larger community objectives;
- provide an understanding of how the City plans to work cooperatively with other jurisdictions, Provincial agencies and First Nations;
- include direction regarding accommodating future growth for various land uses;
- provide policies relating to the protection of the natural environment; and
- provide policies managing hazards and promoting safety.

The *Local Government Act* requires that the following **must** be addressed in an OCP:

- the location, amount, type and density of residential development required to meet anticipated needs over a period of at least 20 years, connected to a housing needs report;
- the location, amount and type of present and proposed commercial, industrial, institutional, agricultural, recreational and public utility land uses;
- the location and area of sand and gravel deposits that are suitable for future extraction;
- restrictions on development of lands that are subject to hazards or that are environmentally sensitive;
- the location and phasing of any major road, sewer and water systems;
- the location and type of present and proposed public facilities, including schools, parks and waste treatment and disposal sites;
- housing policies respecting affordable housing, rental and special needs housing;
- planning for school facilities;
- targets for the reduction of greenhouse gas emissions; and
- policies to achieve those emissions targets.

Other issues and areas of interest that can be included in an OCP are:

- designation of Development Permit Areas (DPAs);
- social needs, well-being and social development;
- protection and enhancement of lands;
- preservation, restoration and enhancement of the natural environment;
- alternative forms of transportation;
- transportation demand management; and
- any other issue that the municipality wishes to address.

On issues where the City does not have exclusive jurisdiction, or shares that jurisdiction with the Province, the OCP may only state broad objectives related to the topic. In these shared areas, definitive policy or direction cannot be established, but an OCP can be prepared in conjunction with any other land use planning and with any social, economic, environmental or other community planning and policies that the City considers relevant.

This OCP is intended to build and develop more comprehensive community planning. It seeks to address important multi-sectoral issues in an integrated way whenever possible.

Outside of any Development Permit Area (DPA) guidelines, the OCP is not primarily a regulatory document. Unlike regulatory bylaws like a zoning bylaw, tree protection bylaw or a subdivision and development servicing bylaw, it is generally not used to limit or prescribe matters related to regulatory approvals or permits, but rather to provide clarity and direction to regulatory bylaws, that are then used to issue permits and approvals. It is a long-range policy plan that guides the City's decision-making related to growth and development in the future. The OCP is not intended to provide highly detailed policies on specific topics, but rather to provide direction to more detailed policies within the City's other plans and bylaws.

The primary uses of an OCP are as follows:

- as an umbrella policy document for the City;
- guiding decisions by Council when considering bylaw adoption;
- guiding decisions of Council when considering what programs to advance;
- providing overarching strategic direction for Council and staff;
- guiding the decisions of landowners and developers around applications; and
- providing a foundation for the City's financial planning, especially for infrastructure.

After the adoption of an OCP, all bylaws enacted and work undertaken by the local government must be consistent with the OCP.

The Province requires that an OCP have policy regarding residential development that is based on the most recent housing needs report for the community, and that a housing needs report be prepared no less than every five years. This essentially requires that the OCP is reviewed at least every five years, to ensure that the policy regarding residential development remains current.

This OCP will be implemented by the city through its' routine planning, decision-making, day to day actions, and its' partnerships. Its implementation will rely on annual resourcing, and more details are provided in Section 17 Implementation.

Official Community Plan (OCP) Amendments

In the future as implementation of the OCP proceeds, there may be situations where there is a need for a site- or policy-specific OCP amendment, to address unanticipated or new issues or trends, or things such as the adoption of a neighbourhood development plan or policies regarding First Nations. These amendments should bring added policy or clarification of existing policy for specific areas or issues, but cannot conflict with the OCP's stated vision, objectives and policies. When an OCP amendment is proposed and is considered by Council, the following items as a minimum shall be considered as part of the decision:

- the impact of the proposed changes on the overall OCP vision;
- the consistency / complementarity (or lack of consistency) of the proposed change with existing objectives or policy;
- the consistency or compatibility of new land uses with adjacent existing land uses;
- any proposed and significant amenities that would provide benefits to the community;
- if the proposed change enhances the natural environment;
- any implications for municipal infrastructure, parks, and public facilities.

Significant amendments should not be undertaken without a comprehensive review of the entire document, with a robust public engagement process.

Amendments made to the OCP are outlined below:

Table of Amendments to Bylaw xxxx, 2024			
Amending Bylaw:	Date Adopted:	File Number:	Purpose / Outline of Amendment

2. Community Vision and Over-Archiving Themes

The public input received as part of the review and drafting of the Official Community Plan (OCP) indicated strong support for the principles and objectives that were expressed in the existing OCP, which in turn did not significantly shift from the prior OCP prepared in 2002. Both prior plans established a vision that was focused on a compact City centre, development within an Urban Containment Boundary (UCB), protection of our natural environment, and agricultural and forest lands beyond the UCB.

The prior vision and the OCP have served Salmon Arm well, and most residents continue to express support for largely retaining and updating those strategies, rather than significantly changing the approach to planning and land use management in the city. The updated vision statement, based on community input, is outlined below.

Vision

Salmon Arm is a community that feels comfortable, safe and vibrant. There is a wide variety of people that interact personally with each other often, seeking to create a climate conscious community with a strong sense of belonging and connection across differences, that creates uplifting public spaces and healthy experiences for its' residents, while meeting their daily needs. We seek to connect people through community, and to build community from connections. We recognize that we share these lands with the First Nations people that have lived here since time immemorial, and seek to build relationships with Indigenous peoples.

Living between mountains and the shores of Shuswap Lake, the community of the future is one where:

- we deeply value the beautiful natural setting along with healthy ecosystems and rich agricultural lands;
- there is an abundance of educational, commercial, tourism and cultural opportunities and services for residents and visitors;
- recreational facilities are well maintained and accommodate our current needs and anticipate future needs, and are easily accessible to everyone;
- the growing economy supports varied, meaningful employment and innovative businesses;
- there is a diversity of housing options for all ages and needs that are affordable;
- diversity and inclusion are valued, and organizations and individuals work together towards improving the quality of life for all;
- the Downtown remains the civic and cultural heart of the community, where people can live, work, visit, meet, shop and spend time enjoying diverse artistic and cultural activities, in a walkable space;
- Green spaces extend throughout, including active and natural parks with many trails, and the community is intricately connected with safe walking and cycling routes;
- there is increasing resilience to the growing effects of climate change, and;
- we work to enhance community safety and food security.

Over-Arching Community Themes

Throughout the initial OCP public engagement phases, the City heard feedback that was clustered around the common themes described below:

Balanced Growth

This theme refers to building complete and compact communities and neighbourhoods that do not require the conversion of agricultural lands, accommodating increasing housing densities while retaining the green spaces and places that people have come to value. Some objectives could be summarized as:

- growing up not out, within the UCB;
- focusing growth within already developed areas;
- well planned and maintained infrastructure and facilities;
- protected natural areas, green spaces and trees; and
- protected agricultural lands.

Connectivity

This theme references the desire to create alternate and safe ways for people to move around the community, without the need to use a car. While car use is still accommodated, the desire was to provide options for those that do not or cannot use a car. Some objectives could be summarized as:

- safe and connected trails, sidewalks, and bike paths;
- expanded and accessible public transit services;
- easy access to services and amenities; and
- adequate parking where needed.

Sustainability

This theme expresses a desire to take a more directed approach to addressing the effects of climate change, to reduce the community's collective environmental impact and to reduce greenhouse gas emissions. Some objectives could be summarized as:

- reduced greenhouse gas emissions;
- reduced environmental impact;
- improved environmental protection;
- improved climate resilience; and
- improved water quality

Affordability

This theme refers to the need to ensure that the community still remains affordable to many, particularly with respect to more affordable housing options. Affordable access to programs and transportation was also noted, along with the need to create new employment options. Some objectives could be summarized as:

- affordable options for housing;
- affordable options for transportation;
- affordable options for recreation; and
- low unemployment and meaningful employment.

Safety

This theme seeks to ensure that everyone in the community has a sense of safety, both in terms of a sense of belonging in the community and feeling safe with respect to hazards or risks that affect the community. Some objectives could be summarized as:

- celebration of diversity and sense of belonging;
- social inclusion/social connectedness;
- improved emergency preparedness; and
- access to healthy, local foods and food security.

Community Vibrancy

This theme seeks to provide a bustling arts and cultural landscape, where local businesses and artists are well supported, there are activities to do in the evening, and residents and visitors feel the community's distinct charm. Some objectives could be summarized as:

- a vibrant Downtown;
- a diverse arts and culture scene;
- accessible venues, events and festivals;
- age-friendly public spaces; and
- building partnerships.

These over-arching themes were used in the drafting of the subsequent objective and policy statements that are seen below in the OCP.

In the review and drafting of the document, the following lenses or filters were also applied, to attempt to ensure coherent application throughout:

- Affordability
- Equity
- Safety
- Sustainability
- Reconciliation

Affordability – *relates to people's ability to access the basic things that they need (particularly housing and food) with the resources that they have, but is also applied to other areas such as programming and transportation considerations.*

Equity – *relates to the comprehensive consideration of the interests of groups in the community that have previously been disadvantaged, the fair distribution of opportunities, power, and resources to meet the needs of all residents and seeking ways to remove the barriers they experience and eliminate those disadvantages, and building a community where everyone has the same opportunity to succeed.*

Safety – *relates to ensuring that people feel both safe and protected in the community, both physically and psychologically, that they feel connected to others and that their physical safety from potential hazards is mitigated to the extent possible.*

Sustainability – *relates to ensuring that the things that we do now do not compromise the ability of future generations to have the same or better resources to meet their needs.*

Reconciliation – *relates to acknowledging the history that First Nations peoples have experienced and what is needed to start to address the harms that have resulted from that history, and to ensure that social, health, and economic outcomes are equalized between Indigenous and non-Indigenous peoples.*

In places there are tensions between some of the filters (e.g. between elements of sustainability and affordability in the requirement for higher building environmental performance, or between the land needed for housing while protecting agricultural lands), and the City has attempted to balance these tensions where possible.

The document has been organized by subject matter or area of subject matter interest, for the purposes of both legibility and accessibility. If organized under the over-arching themes or lenses, then it can become more difficult to find related and connected policy and use the document effectively. As a result, policy and objectives related to the over-arching themes or lenses are spread throughout the OCP.

3. First Nations

This section addresses the City's and the community's connections and relationships to local and regional First Nations governments.

The City recognizes and acknowledges that the City is located on the traditional territories of the following four First Nations that form part of the Shuswap Nation Tribal Council within the larger Secwépemc traditional territory:

- Adams Lake Indian Band;
- Neskonlith Indian Band;
- Skwlāx te Secwépemcúlecw; and
- Splotsín First Nation.

The City recognizes that it exists on the un-ceded traditional territories of the Secwépemc people, who have resided here since time immemorial, and with whom we share the lands. The City acknowledges that human relationships to lands and place is an ancient Indigenous practice that continues today. The City also recognizes those urban Indigenous people that live off-reserve and away from their communities.

The City recognizes the need for Truth and Reconciliation efforts and engagement to build strong relationships with First Nations founded in respect and recognition of rights and title, governance and jurisdiction, culture, and heritage. The City recognizes the need to work to honor and strengthen connections and relationships with First Nations, and collaborate, cooperate, and provide mutual support when needed or requested. The City commits to working together.

The City's relationship to First Nations exists in relation to other legislation and related documents, including:

- United Nations Declaration on the Rights of Indigenous People;
- Truth and Reconciliation Commission of Canada: Calls to Action;
- Declaration on the Rights of Indigenous Peoples Act (Declaration Act);

and recognizes that First Nations have direct relationships to Provincial and Federal orders of government. The City recognizes First Nations governance, their jurisdiction and the need to develop government to government relationships, not a "stakeholder" relationship.

The City recognizes First Nations Rights and Title to traditional territories occupied since time immemorial, and commits to respect First Nations' Indigenous rights and title to their traditional territories.

The City recognizes and acknowledges the governing laws, policies, customs, and land use plans for the lands and waters within the traditional territories and the lands of First Nations neighbours and communities.

The City recognizes and acknowledges the following First Nations lands and plans that exist for First Nations lands contained within the boundaries of the City:

- Neskonlith Indian Band Comprehensive Community Plan; and
- Adams Lake Indian Band Land Use Plan – Phase 1: Land Use.

First Nation Reserve Lands within the City



Objectives

To advance Truth and Reconciliation efforts in the community.

To strengthen relationships with First Nations through discussion, processes and actions to build trust and respect.

To help one another in the future.

To honour First Nations knowledge, wisdom and traditions.

To work together to address issues and policy matters of mutual importance to capitalize on shared opportunities to benefit our collective communities.

To ensure that First Nations peoples see themselves reflected in the community.

What will Reconciliation mean for the City and the community moving into the future?

Reconciliation means that the community will:

- Create an ongoing process of establishing and maintaining respectful relationships;
- Ensure the free, prior and informed consent of First Nations peoples in decisions that affect their interests;
- Ensure that First Nations peoples' right to self determination, Constitutional, and human rights are recognized and respected;
- Building relationships through public truth sharing and commemoration that acknowledges and addresses past harms;
- Require constructive action on addressing ongoing legacies that have had destructive impacts;
- Create a more equitable and inclusive society by closing the gaps in community outcomes;
- Recognize that the perspectives and understandings of First Nations concepts and practices of reconciliation are vital;
- Support First Nations peoples' cultural revitalization and integrating Indigenous knowledge systems, oral histories, laws, protocols, and connections to the land;
- Require political will, joint leadership, trust building, accountability and transparency;
- Require an investment of resources;
- Require sustained public education and dialogue, including youth engagement.

First Nations Policy

Policy is still being developed in conjunction with First Nations partners, through direct engagement. Once policy direction has been established it will be introduced through future amendment(s) to the Official Community Plan (OCP).

4. Growth Management

“Growth Management” is often linked to urban containment, or the process of limiting development and growth within a boundary to ensure a more sustainable and compact community, and/or to preserve the integrity of surrounding agricultural lands. This concept has been fundamental to past Official Community Plans (OCPs), and public engagement continues to strongly support this planning concept.

Salmon Arm is the major regional service centre within the Columbia Shuswap Regional District (CSRD). The City is committed to working with other local jurisdictions to address regional concerns. The CSRD has not yet prepared a Regional Growth Strategy or a Regional Context Statement, but should it choose to do so, the City would willingly engage in their review.

This section provides direction regarding the appropriate phasing of growth and the limitation of continued urban growth within an Urban Containment Boundary (UCB).

Growth Management Objectives

To create a range of housing opportunities and choices.

To emphasize the need for a mix of land uses.

To maintain a balance between residential and non-residential land uses.

To maintain the housing supply.

To preserve open space, agricultural land and critical environmentally sensitive areas.

To strengthen and direct development towards existing developed areas and communities.

To create more walkable and accessible communities.

Growth Management Policies

1. Continue to use the UCB (see Map B - Urban Containment Boundary) as a primary planning tool, supporting new growth within the UCB and discouraging urban development and subdivision outside the UCB.

2. Review the Zoning Bylaw and Subdivision and Development Servicing Bylaw to consider the stratification of Small Scale Multi Unit Housing.

3. Discourage additional single family subdivision in Areas A and B shown on Map D – Growth Management Areas. Rezoning to multi family residential zones is strongly encouraged.

4. Support ALR Exclusion applications for the Industrial Park (Industrial Special Development Area) as identified on Map C - ALR Exclusion Sites. This area will be subject to pre-planned road network and infrastructure plans and rezoning for intended uses.

5. ALR exclusion applications must be made by the City and are supported only in those areas identified in this plan.

6. Once Growth Area A and Growth Area B (as shown on Map D) are built out to no less than 50% of their potentially developable areas, the City may then commence an application to the Agricultural Land Commission (ALC) for an exclusion of the area south of Blackburn Park and north of Foothill Road (the “ALR Island”) for the purposes of long term infrastructure planning and accommodating long term residential land needs.
7. ALR exclusion applications outside of the Industrial Park (Industrial Special Development Area) are not supported unless significant community benefits are proposed.
8. Protect lands within the ALR for agricultural use, particularly the Salmon Valley Agriculture area.
9. Protect the forested hillside areas of Salmon Arm as a valuable renewable resource and as a vital part of the City’s watershed.
10. Protect from development Salmon Arm Bay, the Shuswap Lake foreshore, significant natural landscape features, and significant watercourses.
11. Continue to recognize and support the Downtown as the principal commercial, business, cultural and administrative centre, encouraging it to be a vibrant, compact and accessible downtown.
12. Continue to support other commercial areas in the community which add to the variety of retail and service opportunities, east and west of the Downtown along the Trans Canada Highway between 30 Street SW and 30 Street NE.
13. Buildings in excess of six (6) storeys in height should only be permitted in the Residential High Density area south of the Trans Canada Highway, in the Commercial City Centre area (Downtown)(south of the CPKC railway lines), or in the Commercial Highway Highway Service Tourist areas, east and west of the Downtown along the Trans Canada Highway between 30 Street SW and 30 Street NE, as specified in the Zoning Bylaw.
14. Encourage local amenities such as schools, child care centres, small medical facilities, shelters, parks and local commercial uses in residential neighbourhoods.

Urban Containment Boundary (UCB) Objectives

To complete the servicing of lands within the residential, commercial and industrial lands within the UCB.

To prioritize development and community growth within those areas that have existing infrastructure.

To support a compact and complete communities where people can connect easily to the areas that they work, live and play.

To protect agricultural lands from urban development.

Growth Priorities Within the UCB (Map D – Growth Management Areas)

1. Area A – High Density Residential & Mixed Use High Density

Support and strongly encourage residential and mixed use development in this area. Water, sewer, storm and road networks are most complete within this area. In order to support further growth in this area the City will prioritize connecting and improving infrastructure in this area before extending services in other growth areas.

2. Area B – High and Medium Density Residential

Supports infill development within these areas and recognizes the need to support growth by connecting and improving priority community infrastructure facilities.

3. Area C – Low density (Raven and parts of Foothills between 10 Avenue SE and 14 Avenue SE)

Recognize the limits of infrastructure to support growth in this area. Support limited infill in these areas recognizing that existing water, storm, sewer and road networks limit growth. Infrastructure growth to facilitate development will be via development and infrastructure expansion by the City will not be prioritized in this area.

4. Area E – Employment Lands (commercial & industrial)

Recognize the need for complete services in this area to support future growth potential of economic lands. The expansion of infrastructure into this area will be supported by cost sharing between the City and development.

5. Area Outside of Areas A, B, C & E

Recognize those areas within the UCB but not prioritized as above may experience growth; however, servicing in this area is incomplete. Infrastructure growth in this area will be completed entirely by new development. The City may not support development in this area until infill development in Areas A, B and C is complete.

Urban Containment Boundary (UCB) Policies

1. The UCB contains medium, high and mixed use residential densities and employment lands.

Growth within the UCB is supported with development prioritized in those areas designated for Medium to High density then in areas not prioritized as Growth Areas A, B, or C. In the expansion of infrastructure and services, employment lands are prioritized.

2. Residential densities at the levels allowed within the UCB are not supported outside of the UCB.

3. Review the Zoning Bylaw to modernize commercial uses and floor area ratios to encourage mixed use development.

4. Support mixed use and high density residential development in the highway corridor and Downtown areas by zoning lands to accommodate multi-storey buildings and uses appropriate to the designation.

5. Limit the support of servicing variances to development within Area A for infill development. Servicing variances within Area B may be supported when community amenities such as lighting, fire hydrants, road dedication, trails and/or multiuse paths are provided by the developer and fully constructed. Servicing variances for construction of connecting trails and/or multiuse paths should not be supported.

6. Prioritize capital projects and road network planning within Area A, B and E. Municipal cost

sharing programs and capital works programs, may be directed towards the current priority Area A (and as Council deems appropriate).

7. When sufficient infilling has occurred within Area A, B and E, municipal cost sharing programs and capital works programs, may be allocated to Area C, as determined by Council and City Bylaws. Sufficient infilling means that the developable land area is at least 80% complete in the context of the overall area being addressed, based on the City's determination.

8. Prior to consideration of the allocation of municipal cost sharing programs to Area C, and capital works programs, a high level review of the municipal water, sanitary, and stormwater servicing requirements for the area, including downstream capacities will be conducted.

9. The following are additional policies specific to Development Areas B and C in the Foothills Road SW area:

- a. No development above the transmission power line;
- b. Large minimum lot sizes and clustering development on the uphill side of the future east-west urban collector road between 10 Street/Foothill Road SW and 10 Street/20 Avenue SE; and,
- c. Cluster development on mid elevations.

10. Prior to significant subdivision or development occurring in the following areas (shown on Map B - Urban Containment Boundary), a neighbourhood plan should be prepared to address land uses, residential densities and transportation connections, and provide direction to appropriate Zoning Bylaw amendments:

- Residential High Density Area;
- Canoe area;
- Foothill area (between Foothill Road/Shuswap Street and 10 Street SE).

Regional Growth and Regional Context

Based upon the City's anticipated growth in both population and in land use for the next 20 years, along with the intent to promote infill and development within the UCB, expansion of the City's boundary or urban development into CSRD Electoral Areas C, D and E, is not anticipated or planned. There are also no current or pending issues related to development within the CSRD electoral areas adjacent to the City that are likely to have any appreciable impact within the time range of this plan. There is currently no regional growth strategy for the region, and no inter-municipal plans or development planned that would require that the CSRD and the City begin the process of adopting such plan or plans.

The City and the CSRD will continue to work together and collaborate in many areas, including:

- Emergency planning, coordination and response;
- Fire Services;
- Regional transit;
- Solid waste services;
- Recycling and organics programs;
- Inter-municipal business licencing;
- Agricultural land use planning.

Additional policies are outlined throughout the OCP regarding continuing coordination and cooperation with the CSRD in a number of areas.

Regional Policies

1. Establish practices for early and ongoing intergovernmental communication and referrals.
2. Coordinate with provincial ministries and federal agencies in regard to their jurisdictional authority.
3. Continue to collaborate and communicate with the CSRD on regional issues through elected officials meetings, staff information sharing, referrals and working committees.

5. Urban Residential

The majority of new residential development in the community continues to be “urban” residential development, located within the Urban Containment Boundary (UCB). Changing demographic and economic trends have a significant influence on housing needs. The continued overall aging of new arrivals to the community will likely mean more demand for housing with lower maintenance requirements than the traditional single family dwelling unit pattern. Housing affordability has also become a significant issue that needs to be addressed. Both the cost of housing generally and the availability of rental housing make it difficult for many in the community to meet their basic needs, and are limiting economic growth by making it difficult for businesses to find housing for employees. These trends reinforce the need for a wide variety of housing types, including high and medium density developments, affordable housing, and residential neighbourhoods that integrate a variety of housing types and needs.

The 2024 Housing Needs Report predicts a need for 245 new housing units annually, or 1,228 units over the next five years or 4,100 new housing units over the next 20 years to meet current demand and address existing housing deficiencies. These numbers are targets and are only achievable if land owners, builders and developers choose to make development applications each year. With a total existing zoned capacity of 46,298 housing units (including 8,517 existing housing units), Salmon Arm currently has significant excess development potential or already zoned capacity to accommodate anticipated growth, both in the short term and the long term.

Zoned capacity or future development potential represents the number of housing units that could be built if every property owner built the maximum number of dwellings permitted on each property. This is not a development projection, but simply a hypothetical maximum. It is highly unlikely that all existing single-family homes will be redeveloped into fourplexes in the foreseeable future, but the potential is there.

This section provides policy that seeks to create the necessary diversity of housing needed to keep the community vibrant, and speaks to high and medium density residential, non-residential, and siting policies.

Urban Residential Objectives

To provide a range of housing for all that meets the needs of the community, while maintaining a small-town community feel and supporting community growth.

To provide an adequate supply of new housing.

To provide opportunities for a variety of housing types, tenures and densities in appropriate locations close to services and amenities.

To facilitate the development of purpose built rental housing that provides security of tenure.

To encourage and support affordable and specialized housing for equity deserving groups, including housing options for the community’s diverse population.

To encourage residential development that will support strong neighbourhoods in compact communities.

Urban Residential Policies

General Policies

1. Encourage residential development within the UCB that creates a mix of residential housing types, tenures and densities.
2. Urban residential development shall be in alignment with the Community Housing Strategy and Housing Needs Assessment, as updated from time to time.
3. Prioritize development applications for new purpose built rental housing and affordable housing.
4. Provide sufficient resources to ensure that the annual number of residential approvals indicated in the City's Housing Needs Report can be achieved (if applications are submitted).
5. Monitor the number of residential development and building applications annually to determine if the annual targets contained in the most recent Housing Needs Report are being met.
6. Continue to provide municipal fee reductions for development applications for new purpose built rental housing and affordable housing.
7. Consider Development Cost Charge reductions and waivers on a case by case basis or through the review of the Development Cost Charge Bylaw.
8. Support and facilitate the development of new purpose built rental housing.
9. Support non-profit and housing organizations in the development of new affordable or non-market and supportive housing units.
10. Encourage the development of affordable housing incorporated in the same developments as market housing.
11. Work with non-profit and housing organizations and BC Housing and other funding agencies to facilitate the development of new affordable or non-market and supportive housing units.
12. Work with BC Housing and the Ministry of Children and Family Development in the provision of housing for youth.
13. Support the use of airspace volumes to accommodate affordable housing above the redevelopment or construction of new municipal facilities.
14. The rezoning or redevelopment of existing mobile home parks and properties will be strongly discouraged, unless robust options are provided for the replacement and rehousing of existing residents in new dwelling units at rental rates comparable to those prior to redevelopment. A policy on mobile home park redevelopment should be drafted to address this issue in more detail.
15. The rezoning or redevelopment of rental buildings and properties will be strongly discouraged, unless robust options are provided for the replacement and rehousing of existing residents in new dwelling units at rental rates comparable to those prior to redevelopment. A policy or bylaw should be drafted to address this issue in more detail.

16 Support and facilitate the adaptive re-use and re-development of faith-based religious institutional properties and buildings for affordable or cooperative housing (including the use of density bonuses) should they cease providing religious services.

17. Review and update the Zoning Bylaw to define the appropriate special amenities and related density bonus provisions.

18. The application of new R-11 zoning to additional residential properties following the adoption of this Bylaw will be strongly discouraged.

19. Develop a secondary housing market monitoring report to monitor all rental housing vacancy and rental rates.

20. Review the Zoning Bylaw to consider increased building heights in mixed use, residential high and medium density residential areas.

21. Review the fiscal impact of a rental housing based revitalization tax exemption program prior to considering its' adoption.

22. Facilitate the inclusion of local amenities such as schools, care centres, small medical facilities, shelters, parks and local commercial uses in residential neighbourhoods.

Residential High Density Policies

1. Residential High Density areas are designated on Map A - Land Use.

2. Residential High Density areas may accommodate all forms of residential multiple family dwelling housing up to and including apartment buildings.

3. Residential High Density developments may be permitted to a density of 130 units per hectare. Density may be increased to a maximum of 200 units per hectare for affordable or purpose built rental housing (at least 50% of units), or 150 units per hectare for multiple family housing, multiple family housing in mixed use buildings, or Assisted Living Housing, subject to the provision of special social or public amenities (e.g. commercial childcare facility, fully accessible dwelling units and suites, rental housing, affordable rental housing, below grade or parkade parking, additional parkland dedication, additional greenways or trails dedication, green building and site design).

4. Mixed Use Development in the Downtown and Highway Service/Tourist Commercial designated areas may include residential units permitted to the High Density Residential density provisions as specified above.

5. Amend the Zoning Bylaw regulations applicable to the Residential High Density area to:

- Limit the options for single family detached redevelopment and to increase required densities;
- Facilitate taller buildings and increase permitted building heights;
- Amend the minimum parcel size;
- Amend the minimum frontage requirements;
- Reduce side setbacks;
- Consider minimum bike parking requirements; and

- Facilitate small scale commercial development in the area.

Residential Medium Density (High Density B) Policies

1. Residential Medium Density areas are designated on Map A - Land Use.
2. Residential Medium Density areas may accommodate all forms of multiple family residential housing including ground oriented dwellings, rowhouses, apartment buildings and small scale multi-unit housing (including single family dwellings and duplexes, secondary suites and accessory dwelling units).
3. Residential Medium Density areas may be permitted to a density of 88 units per hectare. Density may be increased to a maximum of 110 units per hectare for affordable or purpose built rental housing (at least 50% of units), or 100 units per hectare for multiple family housing, multiple family housing in mixed use buildings, or Assisted Living Housing subject to the provision of special social and/or public amenities (e.g. commercial childcare facility, fully accessible dwelling units and suites, below grade or parkade style parking, additional parkland, greenways or trails, green building and site design).
4. Mixed Use Development in Neighbourhood Commercial designated areas may include residential units permitted to the Residential Medium Density provisions as specified above.
5. Discourage future subdivision for large lot developments (Single Family Dwelling Units) within the UCB except in growth priority areas B and C, especially if they would preclude higher density subdivisions in the future. Any large lot subdivisions shall demonstrate the ability to allow future intensification of residential development.

Non-Residential Use Policies

1. Encourage limited amounts of neighbourhood commercial use providing local services in all Residential designations, through a review of the Zoning Bylaw.
2. Assisted Living Commercial uses may be permitted as an accessory use in multi-family developments in High and Medium Density Residential designations.
3. Home Occupations are permitted in all Residential designations.

Siting Policies

1. Residential developments and subdivisions should meet the following criteria:
 - a. good access (no more than a 10 minute walk) to:
 - transportation routes, including transit, trails and active transportation;
 - recreation, parks and open space; and
 - community services, e.g. commercial uses and school sites;
 - b. sufficiently removed from incompatible land uses to ensure the health, safety and welfare of the residents; and
 - c. capable of being serviced with municipal and private utilities including fire protection, in accordance with City standards and specifications.
2. The siting of residential developments and subdivisions should:
 - a. take advantage of and preserve special site features such as natural vegetation, mature landscaping, and topographic features;
 - b. provide for safe, convenient and separated active transportation and vehicular routes on

- c. collector or arterial corridors and/or greenways; and provide opportunities for interaction with natural surroundings and mature vegetation retention including the provision of trail connections.

3. Minimize the conflicts between agricultural and residential land uses through the use of access restrictions, buffers, fencing, and trail corridors for residential developments adjoining agricultural properties.

Housing Diversity Policies

1. With community partners, identify opportunities to encourage and support rental housing and non-market and supportive housing needs.
2. Support a coordinated approach to addressing housing issues and liaise with federal and provincial governments, non-profit organizations and community groups in this regard.
3. At the rezoning stage / in the rezoning process, encourage developers to make a percentage of all new housing units or lots available for rental, affordable and specialized housing for equity deserving groups, with potential for a corresponding density bonus.
4. Support community support services and uses, such as shelters, transition / youth homes and other forms of social housing within the UCB in locations near local services.

6. Rural and Agriculture

Rural and agricultural lands form over 70% of the community's lands and contain areas that contribute to the economic and social health of the community. Agricultural lands and production contribute significantly to the City's economic base. The positive impact that agriculture can have on local food security and community resilience was noted by the public during the preparation of this Official Community Plan (OCP).

Public engagement also continues to highly value the protection of agricultural lands, noting that once farmland is developed it is "gone forever". Significant areas used for agriculture are located within the Agricultural Land Reserve (ALR), which also provides another layer of protection to agricultural lands.

This section provides policy that seeks largely to protect agricultural lands and production, and to increase local food production and food security.

Rural and Agriculture Objectives

To maintain agriculture, forestry and rural/country residential lands outside the Urban Containment Boundary (UCB).

To protect farm land and farm operations.

To minimize the impact of urban development on agricultural land.

To support agriculture on both ALR and non-ALR land.

To preserve land with agriculture potential in the ALR.

To support agri-business opportunities in rural and agricultural areas that are complementary to local agriculture, including agri-tourism and agri-food businesses.

To improve local food security.

To encourage and support the expansion of local food production, aggregation, distribution and processing.

To incorporate urban agriculture within the community.

To carefully manage rural resources, including resource extraction, in partnership with provincial agencies.

Rural and Agriculture Policies

General Policies

1. Acreage Reserve, Salmon Valley Agriculture and Forest Reserve areas are designated on Map A – Land Use.

2. Discourage additional development, particularly at urban densities, in the Acreage Reserve, Salmon Valley Agriculture and Forest Reserve designations. Rural residential density is two (2) units per parcel or as limited by the Agricultural Land Commission (ALC).

3. Maintain or enhance the configuration and size of parcels designated Acreage Reserve, Salmon Valley Agriculture and Forest Reserve through boundary (lot line) adjustments and/or consolidations; rezoning, subdivision and/or ALR exclusion applications are not supported.
4. Support boundary (lot line) adjustments which bring lot sizes more in compliance with the regulations of the Zoning Bylaw throughout the Acreage Reserve, Salmon Valley Agriculture and Forest Reserve designations. Boundary adjustments should not add to the degree of non-conformity of any lot.
5. Support road widening and dedication for the safe movement of vehicles, when road dedication is supported by the ALC.
6. Strata titling or subdivision of accessory dwelling units in agricultural areas is not supported.
7. Municipal utilities in the Acreage Reserve, Salmon Valley Agriculture, and Forest Reserve designations should not exceed the existing standard or be extended, except for the municipal water system outlined in Section 15 Utilities & Infrastructure and when supported by the ALC.
8. Support community efforts to create an irrigation district for the supply of non-potable water to the Salmon Valley.
9. Support community efforts to create a producer / agricultural representative organization or an agricultural advocacy organization (such as a “farmer’s institute”).
10. Reassess the City’s storm water ditches in the Salmon River Valley area with respect to fish bearing potential, to determine purpose, function and the appropriate level of service, and coordinate ditch maintenance with private storm water systems to minimize impacts on agricultural production.
11. Undertake community safety measures related to road safety, managing road and trail users, and crime prevention in rural and agricultural areas.
12. Collaborate with producers and partners to plan for land areas for the purposes of food processing within agricultural areas or industrial areas. Where suitable land cannot be located within the City boundary, work collaboratively with producers and the Columbia Shuswap Regional District (CSRD).
13. Support emergency management programs for the sheltering of animals/livestock on agricultural lands and the Fall Fair Grounds.
14. Support the leasing of lands for agricultural production within the City and regionally.

Agricultural Land Reserve (ALR) Policies

1. Recognize the importance of protecting and utilizing agricultural land as a resources for present and future food production. In considering development applications on ALR lands the City will include in its consideration:
 - the size of the current farming operation (including leased lands);
 - types of commodity(ies) produced soil classification;
 - number of farm workers employed by the operation;
 - land remediation plans for any areas identified for temporary uses; and

- area limits for accessory buildings for farm use consistent with the policies of the ALC and BC and National Building Code.
2. Support minimizing the impact of residential development on ALR land and, consistent with ALC policies, encourage the following principles for residential development in the ALR:
 - Additional and temporary farm worker housing approved by the ALC is supported;
 - Principle dwelling units greater than 500m² are not supported;
 - Rural Accessory Dwelling Units greater than 90m² are not supported;
 - Clustering of residential development adhering to residential footprint(s) of the ALC;
 - Encourage driveways for residential development to be less than 60m from highway or road frontage; and
 - Area limits for residential accessory buildings in the Zoning Bylaw.
 3. ALC applications to subdivide land in the ALR under Section 514 (Subdivision to Provide Residence for a Relative) of the *Local Government Act* should not be supported for parcels less than 8 hectares.
 4. Applications to subdivide land outside the ALR, under Section 514 of the *Local Government Act* (Subdivision to Provide Residence for a Relative) may be supported on parcels greater than 8 hectares.
 5. ALC Exclusions are only supported in the areas identified in Map C – ALR Exclusion Sites. This area has been identified for additional industrial land development near the airport.
 6. Work collaboratively with the ALC to mitigate the impact of active transportation routes through agricultural and rural areas, agricultural operations, and transportation routes through sensitive routing, signage, fencing and buffering measures.

Agriculture Policies

1. Agriculture, including but not limited to agricultural food production, agricultural processing, forage crops, livestock operations and accessory commercial uses, is permitted in the Acreage Reserve, Salmon Valley Agriculture, and Forest Reserve designations.
2. Recognize the importance of agriculture to the economy and support industry practices as identified in the Farm Practices Protection (Right to Farm) Act.
3. Support a conventional secondary suite contained within a dwelling or a Rural Accessory Dwelling Unit as an accessory residential use in the Acreage Reserve, Salmon Valley Agriculture, and Forest Reserve designations.
4. Encourage and support the development and expansion of alternative, smaller scale agricultural businesses, such as production and marketing of locally grown foods, organic farms, on-site sales of on-site and locally grown food, incentives for farmers to remain on their land, and support for new farmers to obtain land.
5. Research opportunities to permit enhanced agri-tourism consistent with Ministry of Agriculture and ALC policies and programs.
6. Encourage education programs dealing with agricultural practices that enhance natural ecosystems and protect environmental resources (e.g. Environmental Farm Planning) and support

the agriculture industry in applications for grants for study or implementation of environmentally sound agriculture practices.

7. Work with the CSRD to address non-native and noxious weed control in agricultural areas, including within boulevards and drainage corridors.

8. Work with farmers and federal and provincial agencies to establish strategies to limit livestock access to domestic and recreational source waters.

9. Consider creation of an Agricultural Plan to:

- provide strategies and policies to preserve and enhance agricultural lands outside of the UCB; and
- focus on agricultural resources and identify challenges and practical solutions.

Food Security Policies

1. Consider the creation of a Food Systems Plan that identifies actions to strengthen the local food system, and to support and promote food production, processing and security.

2. Support education efforts to promote urban agriculture and community backyard food gardens, including small animal rearing, and plan for disease management among animals.

3. Encourage contiguous open space within residential development intended for food production space for residents.

4. Undertake a review of the Zoning Bylaw and the Pound and Animal Control Bylaw to determine appropriate regulations to allow for urban agriculture and the keeping of animals and livestock within the UCB.

5. Develop and strengthen partnerships with local and regional food organizations and indigenous partners to support the sector to develop strategies that mitigate climate change impacts and increase community resiliency, and address complex food systems and food security issues.

6. Increase availability and access to local food for residents by enabling community gardens, pop-up markets and farm stands.

7. Support partnerships with local food programs to provide use of civic facilities and/or land.

8. Support the development of commercial food production and processing facilities in industrial areas.

Mineral and Aggregate Resource Policies

1. Mineral and aggregate processing may be permitted in areas of high aggregate potential, as identified on Map F - Aggregate Potential or based on site investigations, subject to zoning or the issuance of an Industrial Temporary Use Permit (TUP).

2. Encourage the Ministry of Energy and Mines to engage the City and the public in meaningful dialogue when reviewing, issuing, or amending mining licenses.

3. Encourage the Ministry of Energy and Mines to minimize conflicts among mineral licence activities and adjacent lands, watersheds and riparian areas.

Acreage Reserve Policies

1. Country Inn Commercial Uses may be supported within the Acreage Reserve designation subject to both Section 6 Rural & Agriculture and the policies or approval of the ALC for lands within the ALR.

2. Subdivision to accommodate further rural small agricultural holdings may be supported within the Acreage Reserve area situated west of both the Salmon River and the Trans Canada Highway subject to compliance with the following criteria:

- the site is well drained and free from flooding, unstable soils or other hazardous conditions;
- soil and site conditions permit permanent on-site sewage disposal and treatment for each parcel as determined by the BC Sewerage System Regulation;
- availability of adequate potable water supply on each parcel, approved by the appropriate agency utilizing the BC *Drinking Water Protection Act* and the Drinking Water Protection Regulation;
- holding tanks will not be considered;
- minimum two (2) hectare parcel size and subject to appropriate zoning; and;
- the lands have an improved agricultural soils capability rating of class four (4), class five (5), class six (6) or class seven (7) as determined by the ALC, based on the Canada Land Inventory Agricultural Capability Classification System.

The principle of protecting better quality agricultural soils from subdivision into small lots will guide decisions on mixed category applications and the ALC will continue to consider each subdivision application on its own merits to ascertain the potential impact of subdivision on existing and potential agricultural development.

7. Commercial

The commercial areas in Salmon Arm function as the business, service, and cultural centre for the City, the surrounding agricultural community, and the Columbia Shuswap Regional District (CSRD). Salmon Arm has a strong and vibrant Downtown that is complemented by retail shopping centres and the highway commercial corridor. The Downtown has a pedestrian-friendly environment. Connections to the waterfront also contribute to the success of the Downtown. Commercial land use is a significant component of the City's overall land use fabric.

This section provides continued direction to support the Downtown as the heart of the community and to focus significant commercial development into the established commercial designated areas, while allowing for limited commercial development across the community.

Commercial Objectives

To continue to promote the Downtown as the commercial and cultural focus of the community.

To support a walkable Downtown through safe and efficient pedestrian infrastructure.

To limit highway commercial development to lands within the Urban Containment Boundary (UCB) and in close proximity to the Trans Canada Highway.

To ensure that Highway Service/Tourist Commercial areas contribute to a positive image of the community.

To preserve a reasonable supply of commercial land.

To continue to support the development of home-based businesses.

To support increased development of small scale commercial businesses in residential neighbourhoods.

Commercial Policies

General Commercial Policies

1. Continue to support the development, redevelopment, and infilling of Downtown and Highway Service/Tourist Commercial designated lands along the Trans Canada Highway between 30 Street SW and 30 Street NE as the primary commercial areas in the City.
2. Minor expansions to boundaries of the Downtown and Highway Service/Tourist Commercial designations may be considered. Expansions to the Downtown may be considered adjacent to and in proximity to the Downtown area. Expansions to the Highway Service/Tourist Commercial designations may be considered adjacent to and in proximity to existing Highway Service/Tourist Commercial designations within the UCB.
3. The Downtown, Highway Service/Tourist Commercial, and Neighbourhood Commercial areas are designated as Development Permit Areas (DPAs) and are subject to the guidelines presented in Section 18 Development Permit Areas.
4. Support tourism and recreation through the expansion of commercial options near the waterfront and consideration of wharf access and uses into the future.

5. Create affordable housing options in commercial areas in order to attract and retain employees.
6. Encourage active transportation and transit connectivity to, from, and between Highway Service/Tourist Commercial areas.
7. Encourage the development of spaces for people to gather and to foster social connectedness.

Downtown Commercial Policies

1. The Downtown Commercial area is designated on Map A - Land Use.
2. Support development in the Downtown area that includes pedestrian-oriented retail, food service, government, entertainment, cultural, recreational, office, and business uses.
3. Support residential uses in the Downtown when located above the street level. Residential uses may also occur at street level when they are associated with live/work developments, on building frontages where commercial uses may not be viable, and where the commercial use component takes precedence and contributes to the overall commercial land use inventory.
4. As part of an upcoming review of the Zoning Bylaw:
 - encourage additional residential density Downtown to support commercial uses;
 - encourage live/work options;
 - consider expanded recreational opportunities;
 - consider reduced or eliminated parking requirements; and
 - consider floor area requirements to ensure substantial ground floor commercial development in mixed use buildings.
5. Encourage developments in the Downtown to achieve a high development density, using methods such as 100% parcel coverage, zero lot line setbacks, underground/under-building parking, and upper floor dwelling units.
6. Continue implementation of the Revitalization Tax Exemption Bylaw within the "Revitalization Tax Exemption Area" in the Downtown area.
7. Continue to support and regulate outdoor seating and patios for restaurants and cafes in the Downtown.
8. Work with the Salmon Arm Economic Development Society (SAEDS) and Downtown Salmon Arm on programs to encourage extended hours for Downtown businesses into the evening.
9. Undertake a Downtown and Waterfront Master Plan in conjunction with the Downtown Salmon Arm Society. The master plan should include the following:
 - Built Form and Character / Development Permit Area Guidelines review (private realm design);
 - Urban design, wayfinding, park designs, landscaping, street design and active transportation details (public realm design);
 - Economic development initiatives to attract and support businesses;
 - Arts and cultural initiatives to support community and increase tourism;
 - Heritage preservations initiatives;

- Parking policy and parkade review;
- Waterfront development design(s).

Highway Service/Tourist Commercial Policies

1. The Highway Service/Tourist Commercial area is designated on Map A - Land Use.

2. Encourage land uses in the Highway Service/Tourist Commercial area which are distinguished by an orientation toward access by vehicular traffic. Uses included are automotive services, tourist accommodation, entertainment and recreational tourist services, minor repair, retail commercial warehousing, retail and food outlets, and upper floor dwelling units.

3. The Highway Service/Tourist Commercial area is divided into six (6) unique areas that recognize historical land use patterns and ensure long-term land use compatibility between unique development areas. The strategic directions for these locations are:

A. Commercial Corridor West of Downtown to 30 Street SW – The Highway Service/Tourist Commercial area on the west side of the Downtown is oriented toward vehicle service and retail warehousing uses. Activities have relatively low site coverage (e.g. automotive and recreation vehicle sales, large buildings, and associated parking lots). This area serves the needs of the community and region. Limited expansion of this area may be considered.

B. 10 Street SW and 10 Avenue SW Commercial Area – This area is primarily a shopping centre with retail food and general retail uses. Additional commercial and mixed use developments are appropriate in this area. This area also serves the commercial needs of the surrounding residential areas including future residential development in Residential Development Area B. Limited expansion of this area may be considered.

C. Commercial Corridor East of Downtown to 30 Street NE– The Highway Service/Tourist Commercial area east of the Downtown is developed with tourist accommodation, retail food, general retail, office, medical services, entertainment and community recreation, mixed use, and education facilities. This area also serves the commercial needs of the surrounding residential areas and greater community. Limited expansion of this area may be considered.

D. Canoe Highway Commercial Area – The commercial area near Canoe along the Trans Canada Highway is oriented toward highway tourist uses. Appropriate uses include motels, Recreational Vehicle Parks, campgrounds, recreation, service commercial uses, and mixed use development. Limited expansion of this area may be considered.

E. Glen Echo Commercial Area – This area is recognized as a historical Highway Service/Tourist Commercial area supporting tourist and recreational resort uses. This area is not on the municipal sewer system, therefore uses generating high volumes of waste water are discouraged. Expansion of this commercial area beyond its current boundaries is not supported.

F. Trans Canada Highway/Highway 97B Intersection – This area is recognized as an existing Highway Service/Tourist Commercial area. New developments will need to address access issues and apply a high development standard appropriate to this

gateway location. This area is not on the municipal sewer system, therefore uses generating high volumes of wastewater are discouraged. Service and tourist commercial uses that cater to the travelling public on the Trans Canada Highway and Highway 97B may be supported. Expansion of this commercial area beyond its current boundaries is not supported as surrounding lands are in the Agricultural Land Reserve (ALR).

Neighbourhood Commercial Policies

1. New Neighbourhood Commercial areas may be located within High, Medium, and Low Density Residential areas provided that the development is intended to service the local convenience shopping needs of the surrounding residential area. Permitted uses may include but are not limited to:

- convenience or small scale retail store;
- neighbourhood pub, restaurant, or café;
- commercial child care;
- office;
- small medical facilities; and
- personal service establishment.

2. Support innovative redevelopment of residential areas for Neighbourhood Commercial developments in close proximity to the 50 Street NE and Canoe Beach Drive NE intersection in Canoe.

Additional Commercial Uses Policies

1. Home Occupation uses may be permitted in all urban residential and rural/agricultural areas, as specified in the Zoning Bylaw. A maximum of two home occupations may be permitted per lot.

2. Bed and Breakfast operations may be permitted in all urban residential and rural/agricultural areas as specified in the Zoning Bylaw and Agricultural Land Commission (ALC) policies if in the ALR.

3. Draft regulations or policy regarding short term rentals (or the commercial use of residential property).

8. Industrial

Industry is an important component of the local economy and the community has benefited from a variety of primary and secondary industrial operations, and the economic spin-offs associated with industrial employment. As the community continues to grow, it will need to ensure that industrial lands are available and attractive to new businesses in a highly competitive regional market.

Principal industrial lands are:

- south of the airport along Auto Road;
- the north-east side of Canoe;
- two (2) small areas at 13 Avenue SW and 1 Avenue SW; and
- potential new industrial land north of the airport along 10 Avenue SE.

Salmon Arm has been able to designate a considerable amount of its land base for industrial uses, in contrast to many other communities, which is a comparative advantage. A large part of industrially designated land is however not connected to municipal services, which can hinder the type and size of potential industrial development. There are indications that additional industrial lands are needed to accommodate new development.

This section provides policy direction to continue to support development in existing industrial areas, and to provide new direction that will assist in helping new industrial development emerge, as well as direction for a new industrial area.

Industrial Objectives

To promote industrial businesses that are complementary to existing industrial areas.

To protect existing industrial lands and intensify uses for job creation.

To support skills training and educational opportunities within the industrial areas.

To limit residential development in industrial areas.

To support transit connections to industrial areas.

Industrial Policies

General Policies

1. Three industrial land use categories are designated for industrial development as shown on Map A - Land Use, and as follows:

- a. Industrial Light;
- b. Industrial General; and
- c. Industrial Airside.

2. Permitted uses for Industrial designated areas include:

- a. Light Industrial – oriented toward smaller, site specific, enclosed manufacturing operations that require minimal outside storage of materials or product, that have few impacts on adjacent properties, where sites are made compatible with adjacent non-industrial uses through screening, landscaping and buffering measures. Accessory residential uses may only be permitted if potential conflicts can be minimized.

- b. General Industrial – oriented toward more extensive manufacturing activities that require large areas of on-site storage of resource materials and finished product and ease of access to major arterial highways. General industry may include the storage and processing of raw materials, such as logs and wood products, sand/gravel, concrete and minerals, metallic industries and petroleum products. Light industrial uses can be considered in the general industrial designation. General industrial activities require special attention by reason of their potential impact on the adjacent properties and natural environment. Accessory residential uses may only be permitted if potential conflicts can be minimized.
 - c. Airport Industrial/Commercial – oriented toward industrial and commercial uses requiring direct, convenient access to airport facilities. All commercial air operations, except helipads and floatplane operations as referenced in policies in Section 14 Transportation, should be located in this area.
 - d. Industrial Special Development Area – those lands north of airport that will continue to allow for the existing residential uses to continue until rezoned.
3. Update and amend the industrial zones in the Zoning Bylaw, to minimize the potential for residential development unless potential conflict between uses can be minimized.
 4. Review the Zoning Bylaw regulations for storage facilities and locations for new storage locations (indoor and outdoor). Limit the development of warehouse and mini warehouse development to Light Industrial designated areas.
 5. Support small scale/neighbourhood commercial in industrial areas that will provide services to employees of industrial uses.
 6. Create an industrial development plan for area specific servicing, with implementation funding via Local Area Service or other funding strategy.
 7. Review the Subdivision and Development Servicing Bylaw to confirm the appropriate servicing standards for the Light Industrial, General Industrial, Airport Industrial/Commercial and Industrial Special Development Area designations.
 8. Minimize, through appropriate zoning, the intrusion of primarily commercial, retail and retail service uses in the industrially designated areas to preserve a reasonable supply of industrial land.
 9. Where industrial uses require ancillary retail commercial, limit the latter to 25% of the maximum gross floor area, contained within the principal building.
 10. Parcels rezoning to industrial uses within the designated Industrial Areas should meet the following criteria:
 - a. access to arterial or collector roads;
 - b. capable of being serviced with municipal, private and Crown utilities, in accordance with City standards and specifications. On-site servicing may be considered if extension of services is not possible; and
 - c. capable of being sufficiently buffered from adjacent non-industrial land uses to reduce potential conflicts.
 11. To ensure appropriate form and character of industrial development fronting major transportation corridors, all Light Industrial, General Industrial and Airport Industrial/Commercial

designated lands fronting the Trans Canada Highway, Highway 97B, 10 Avenue SE or the north side of 20 Avenue SE are designated as an Industrial Development Permit Area (DPA) per Section 18 Development Permit Areas.

12. Support increased public transit (or rideshare services) to and from the main industrial park, with schedules that align with business shifts. Explore park and ride, rideshare muster points outside of industrial park and locations for end of trip facilities within industrial park to support shared riding or active transportation.

13. Encourage active transportation routes connecting residential areas with Industrial areas, and support the development of community end of trip facilities in industrial areas.

14. Support phased industrial development on rural residential properties designated for Light Industrial use in the General Industrial use area south of the airport along Auto Road, subject to appropriate zoning. Subdivision will only be considered where it supports the creation of new parcels zoned for industrial uses.

15. Support cannabis production and processing in the industrial park through an amendment to the Zoning Bylaw, and remove the use from commercial areas.

16. Continue to support the use of a Revitalization Tax Incentive program for industrial areas.

Industrial Special Development Area Policies

1. Industrial lands within the Special Development Area are shown on Figure 1.

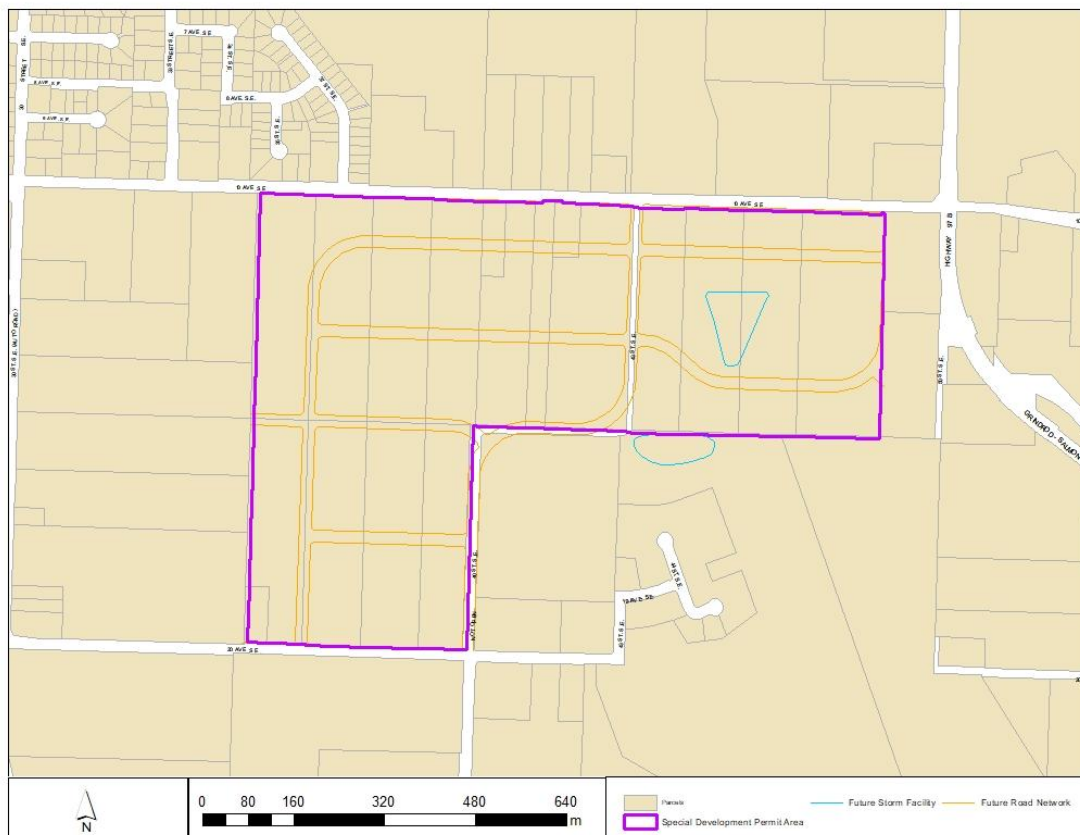


Figure 1: Industrial Special Development Area

2. The lot layout and location of infrastructure facilities should generally be aligned with the layout indicated in Figure 1. The road network may differ once more detailed planning is undertaken.
3. Support the exclusion of the lands in the Industrial Special Development Area from the ALR. The ALC has given preliminary approval for exclusion of these lands (Resolution #109/88) through a block-style exclusion application by the City and rezoning of lands to industrial zoning.
4. Prepare light industrial zoning, appropriate servicing standards, vehicle traffic and access requirements, and a form and character DPA in the Industrial Special Development Area.
5. Consider a Local Area Service for the development of infrastructure and servicing in the Industrial Special Development Area.
6. In a review of the zoning for the Industrial Special Development Area, consider the inclusion of commercial agriculture and food processing uses along with any associated employee housing.
7. Prohibit the development of logistics and distribution centres, storage facilities and locations in the Industrial Special Development Area.
8. Subdivision will only be considered in the Industrial Special Development Area where it supports the creation of new parcels zoned for industrial uses.

9. Environment and Climate Change

Protection of the environment plays a pivotal role in the overarching community vision, influencing the strategic direction of growth and development. While this section is specific, environmental considerations are integrated throughout all chapters of this Official Community Plan (OCP), recognizing the complex and interconnected nature of environmental sustainability, climate change mitigation, and resource management.

This section seeks to take proactive measures to safeguard the environment while fostering sustainable development, and outlines a framework for environmental protection, highlighting policies and initiatives that promote sustainability, reduce the community's carbon footprint, and address the critical issue of climate change.

Environmental Objectives

To promote the enhancement and preservation of natural areas and habitats.

To minimize impacts on the environment and to continuously improve the City's environmental performance through leadership.

To promote a robust level of local biodiversity.

To support and enhance community resiliency to climate change.

To promote landscaping that incorporates climate-resilient plant species native to the region.

To direct all new development to protect environmentally sensitive areas.

To encourage new developments to prioritize energy efficiency and the adoption of renewable energy sources.

To raise awareness about the local environment.

To protect the ecological integrity of watercourses.

To reduce corporate and community greenhouse gas emissions.

To support public transit services and active transportation. (Also see Section 14 Transportation policies)

To encourage local food production and processing. (Also see Section 6 Rural & Agriculture policies)

To restrict or limit development and access to sensitive watersheds that are sources of municipal drinking water.

To plan and manage the community tree canopy.

Environment and Climate Change Policies

General Policies

1. Facilitate educational opportunities for the community on climate change and how to reduce greenhouse gas emissions.
2. Draft, adopt and implement a climate action plan or a low carbon resiliency plan to address both mitigation and adaptation strategies and objectives, both for the City as an organization and for the community as a whole. Periodically review and update the plan.
3. Consider formation of a citizen climate change committee to assist in the review and development of climate change related plans and the review of the implementation of such plans.
4. Develop an urban forestry strategy/plan to manage and maintain the community's tree canopy, and address the following:
 - establish goals for tree canopy coverage;
 - mandate tree conservation plans, street tree plantings, and landscaping for all development;
 - create a mature canopy of street trees over time;
 - review opportunities to increase tree cover on City properties; and
 - increase the total tree canopy cover with the Urban Containment Boundary (UCB).
5. Review the BC Building Code Step Code and Zero Step Code requirements in the Building Bylaw and consider exceeding the minimum Provincial requirements.
6. Develop and implement a program to incentivize energy reduction programs in existing residential buildings.
7. Consider a landscaping/xeriscaping policy or Development Permit Area guidelines (including appropriate planting lists) to address the need for climate resilient plants and water consumption.
8. Consider amendments to the Zoning Bylaw that would:
 - Provide a density bonus for renewable energy sources;
 - Require the installation of Electric Vehicle (EV) charging infrastructure in multi-family residential dwellings;
 - Allow the owner of the land to use the original site area in calculating density, floor area ratios, and minimum lot areas for development or subdivision purposes, when environmentally sensitive land is provided to the City for the purpose of environmental protection.
9. Continue to promote water conservation actions from the Water Conservation Plan, such as the incorporation of innovative irrigation technologies, the installation of low flush toilets and low flow aeration faucets, and xeriscaping (i.e. drought resistant landscaping).
10. Work with the Columbia Shuswap Invasive Species Society (CSISS) community groups and other organizations to provide public information and education on invasive species and their impacts.

11. Work with senior governments, First Nations and the community to reduce the effects of non-point source pollution on source drinking water and recreational water quality.

12. Work with senior governments, First Nations and the agricultural community to promote groundwater protection.

13. Work with senior governments, First Nations and the community to improve air quality.

14. Update the Environmentally Sensitive Riparian Areas Development Permit Area (DPA) guidelines, to encourage all development and infrastructure projects to conserve environmentally sensitive areas, utilizing alternative development methods, such as clustering, density bonuses, narrowing road rights-of-way, or sharing driveways.

Environmentally Sensitive Areas Policies

1. Applications for new foreshore and water lot leases within the Environmentally Sensitive Lake Areas (Map H – Environmentally Sensitive Areas) are discouraged unless they are for conservation or environmental protection and management purposes or represent some other public benefit to the community.

2. The areas designated as Environmentally Sensitive Riparian Areas (Map H - Environmentally Sensitive Areas) are subject to the Environmentally Sensitive Riparian Areas DPA guidelines of Section 18 Development Permit Areas.

3. In addition to DPA requirements, encourage voluntary protection of natural features in cases where it is an objective of the City to protect (for riparian area conservation, water quality protection, or habitat preservation) land in excess of that which is, by virtue of municipal and senior government regulations, required to be protected. Consider the use of tools such as conservation covenants or density bonuses for this purpose.

Community Energy and Greenhouse Gas Policies

1. Continue to implement growth strategies that discourage urban sprawl, encourage healthy communities, and reduce energy consumption.

2. Continue to support implementation of the Active Transportation Network (ATN) Plan through an annual budget allocation similar to other service delivery (asset) management programs.

3. Improve public transportation through a substantial review of public transit services, considering levels of service, frequency, and routes.

4. Consider and support an EV bike subsidy/acquisition program.

5. Consider and support an EV car sharing program.

6. Improve the energy efficiency and emissions of existing City owned facilities through mechanical retrofit and redevelopment programs.

7. Decrease emissions from the City's fleet and vehicles through a replacement and infrastructure readiness plan.

8. Encourage and develop policies to support transportation and ride share service options for cars, bikes, and scooter sharing companies.

GHG Emission Target Policies

1. Community-wide Greenhouse Gas (GHG) Emission Target Options are to reduce CO₂ emissions in alignment with the latest values set by the Intergovernmental Panel on Climate Change (IPCC), as they are updated from time to time, to limit warming to 1.50°C, which are currently 48% by 2030, 65% by 2035, 80% by 2040 and 99% by 2050, compared to 2019 emissions levels.

2. Continue conducting energy audits on all major municipal facilities and develop an energy retrofit program for these facilities to support reducing corporate greenhouse gas emissions.

10. Parks, Recreation and Greenways

The community has a diverse range of parkland and indoor and outdoor recreation opportunities. The unique landscape features of the local area support a variety of parks, natural open spaces, trail systems and play areas for residents and visitors to enjoy. Community spirit and volunteerism has assisted in the development and maintenance of these park and recreation facilities.

The public has continued to express strong support for continuing to actively support the community's parks and greenways and to expand and improve them. The community has also supported a more active process for the ongoing planning for existing facilities and the development of new facilities to accommodate growth in demand for recreational opportunities.

This section seeks to provide direction to assist in the redevelopment of new recreational facilities and continues to support current directions with respect to parks and greenways.

Parks, Recreation and Greenways Objectives

To provide diverse year-round indoor and outdoor recreation options through well maintained facilities, parks, as well as connected greenways and natural spaces.

To foster healthy lifestyles for all residents.

To provide safe and diverse recreation facilities and programs that are consistent with the population of the City and region.

To provide a variety of recreation facilities and parks throughout the community and within neighbourhoods that are easily accessible to residents and visitors, to support increased health, wellness, and social connection.

To upgrade, maintain and construct the greenways and trail network as an integral part of community connectivity, and provide safe routes throughout the community.

To preserve a variety of open spaces and natural areas.

Parks, Recreation and Greenways Policies

General Policies

1. Develop a recreation facility Service Delivery (asset) Management Plan and Master Plan to direct both the maintenance of existing facilities and the development of new facilities.

2. Development of parks, recreation facilities, and greenways shall be in alignment with the Parks and Recreation Master Plan, specific development plans, the Active Transportation Network (ATN) Plan and Greenways Strategy, and the future Recreation Facilities Master Plan, as updated from time to time.

3. Seek corporate partnerships and encourage bequests to assist with the planning, acquisition, development, and stewardship of recreation facilities, parks and greenways.

4. Explore methods of securing short term development and long term operational funding, such as a parcel tax or funds from the Regional District, for the planning, acquisition, development and maintenance of recreation facilities.

3. In addition to those identified on Map I - Existing and Proposed Parkland, parks may be developed anywhere in the City.
4. Consider the City and Provincial gravel pit operations as potential future park sites following the phasing out of gravel operations.
5. Ensure outdoor recreation facilities and parks are supported with adequate access, storage and sanitary facilities.
6. Ensure that adequate shade, either natural or man-made, and access to drinking water is provided in the design and construction of any outdoor recreation facilities and parks.
7. Adopt a policy addressing the storage of sports equipment at City fields by user groups and organizations, and the use of shipping containers.

Greenways Policies

1. Existing and proposed greenways are identified on Map J - Existing and Proposed Greenways.
2. Develop and support the development of existing and proposed greenways as shown on Map J - Existing and Proposed Greenways in a phased manner as specified in the Greenways Strategy and ATN Plan.
3. For greenways that cross lands within the Agricultural Land Reserve (ALR), the City will initiate the required application to the Agricultural Land Commission (ALC) to facilitate the complete development of that trail.
4. In addition to those identified on Map J - Existing and Proposed Greenways, greenways may be developed anywhere in the City.
5. Update the Subdivision and Development Servicing Bylaw to include greenway dedication and ensure construction standards are met as a condition of subdivision or development approval
6. Work with and support community organizations and volunteers, including the Shuswap Trail Alliance, in implementing the Greenways Strategy and ATN Plan including: planning, acquisition, development and stewardship of greenways, infrastructure development, communication about the greenways network, and ongoing maintenance.
7. Develop and support the development of an active transportation network that provides connectivity between greenways, including multi-use paths, sidewalks, on-road bike routes and roadside corridor greenways that accommodate all users.

Parks and Greenways Acquisition and Development Policies

1. Acquire parks at the time of subdivision (including bareland strata subdivisions) in accordance with the provisions of the *Local Government Act*, comprising 5% of the subdivided land or an equivalent cash in lieu. The criteria for selection of the parkland should include the following considerations, among others:
 - a. Whether the subdivision is in proximity to an existing park or linear greenway corridor and is suitable for expansion;
 - b. Whether the subdivision is in proximity to a future park or linear greenway corridor as indicated on Map I - Existing and Proposed Parkland or Map J - Existing and Proposed

- Greenways;
- c. Whether the land dedicated as park is of a reasonable size and has characteristics suitable for park or greenway development;
 - d. Park dedication that occurs in conjunction with storm detention ponds or facilities does not contribute to the required 5% parkland dedication; and
 - e. Park dedication for greenways may be dedicated as Road or Park and does not contribute toward the 5% required Parkland dedication.
2. For multi-phase developments, park dedication and/or development should occur in the first phases of development.
3. Support the protection of natural areas through the considered acquisition of environmentally sensitive areas as parks, including ravines, bluffs, riparian areas, habitat, and steep slopes, as important natural areas.
4. Require, at the discretion of City Council, land to be dedicated and paths, trails, and roadside corridors to be constructed for greenways and active transportation corridors as a consideration for the approval of rezoning applications. Refer to Map J - Existing and Proposed Greenways and the Greenways Strategy and ATN Plan as a guide for determining the approximate locations for future greenways and the standards of greenway construction.
5. Require, at the discretion of the Approving Officer, land to be dedicated and paths, trails and roadside corridors to be constructed for greenways as a consideration for the approval of subdivision applications. Refer to Map J - Existing and Proposed Greenways, the Greenways Strategy and ATN Plan as guides for determining the approximate locations for future corridors and the standards of construction.
6. Encourage greenway connections at the end of cul-de-sacs and in combination with emergency access routes to enhance connectivity between neighbourhoods wherever feasible.
7. Explore other methods for acquiring land for parks and greenways through the development process, such as density bonus, purchase, negotiation, donation and statutory right-of-way.

Lake Recreation Policies

1. Areas designated for Lake Recreation are identified on Map A – Land Use.
2. The community marina and boat launches are shown on Map K - Community Facilities.
3. Within the areas designated Lake Recreation, the water surface may accommodate all forms of water-oriented recreational activities, including marinas and marina facilities.
4. Explore locations for future public lake access points (motorized and non-motorized).
5. The upland areas designated Lake Recreation may accommodate commercial and institutional uses, such as marinas, that support water-oriented recreational activities, provided they mitigate negative impacts on the lake, protect riparian habitat, and they provide opportunities for public access to and along the shoreline.
6. Consider developing guidelines or a Development Permit Area (DPA) to regulate the construction of new or modified marinas or other marine facilities on Shuswap Lake.

Forest Reserve Policies

1. Forestry uses are permitted in areas designated as Forest Reserve subject to approval by the appropriate provincial agencies. Forestry uses include silviculture, watersheds, timber extraction, compatible ranching, and recreational activities.
2. Work with the appropriate provincial agencies to preserve and manage critical scenic views and watersheds within the Forest Reserve area to protect important aesthetic values and essential timber and water resources.

11. Arts, Culture and Heritage

Salmon Arm's role as a regional centre is evident in the quality of its arts, culture, and community activities, services, and facilities. The City has historically provided a relatively high level of service to improve the quality of life of residents. Although difficult to separate due to their strong inter-relationships, this section addresses arts, culture, and heritage topics; other community services including policing, fire and rescue, parks and recreation programs, cultural and social programs, and educational services are covered in Section 10 Parks, Recreation & Greenways and Section 12 Community & Social Services.

The City enjoys the benefits of a thriving arts and culture community who volunteer extensive time making arts and culture available to residents and visitors. The R.J. Haney Heritage Village and Museum is also a renowned facility celebrating the recent heritage of the region.

There remains a strong interest in heritage in the City, and a Community Heritage Commission (CHC) was created by Council in 2007. A more expansive understanding and recognition of heritage prior to the development of the City is also being developed.

This section provides direction to continue to support arts and cultural programming and the partnerships that have been successful in the past.

Arts, Culture, and Heritage Objectives

To ensure residents of all ages, abilities, and backgrounds are represented in the community and can experience and contribute to arts and culture within the City.

To ensure residents and visitors encounter arts and culture in public places throughout the City as part of their daily experiences.

To design and program public spaces for public art, social interaction, and cultural events.

To promote programs that celebrate local arts and culture and recognize history and heritage.

To encourage and support community events and performances.

To increase education and awareness of different cultures.

To facilitate partnerships to improve and create new venues for arts and culture, entertainment, and performance.

To promote the installation of public art in public and private developments.

To promote the preservation of community heritage.

To explore and implement opportunities to encourage and improve public participation by diverse members of the community in planning processes and community organizations.

Arts, Culture and Heritage Policies

General Policies

1. Acknowledge the role of community groups in providing arts, culture, and heritage services, and work in collaboration with these groups, particularly in terms of supporting volunteer organizations and encouraging shared facilities.
2. Consider accessory commercial and multi-unit residential developments on institutional properties where this will not prevent or hinder the primary institutional use.
3. Encourage major institutional uses that serve the entire community, such as health care facilities, government buildings, and cultural facilities, to locate within the Downtown.
4. Encourage civic buildings to be located on public spaces, major streets, or similar high profile locations with good visibility and accessibility and where buildings complement a development node (e.g. other civic, recreational, commercial, educational, and/or cultural activities).
5. Develop a place naming policy for parks, buildings, and streets that includes community engagement and culturally appropriate guidelines.

Arts and Culture Policies

1. Update the Arts and Culture Master Plan periodically and work towards implementing the objectives identified in the plan.
2. Explore opportunities to establish an arts and culture precinct in proximity to the existing theatres and art gallery.
3. Facilitate partnerships to build a community arts centre, potentially including visual and performing arts, with capacity for a variety of programs and events.
4. Facilitate partnerships to expand public art spaces and venues Downtown.
5. Work with community partners to expand arts and culture programs that reflect the community's diversity.
6. Encourage public art in Downtown, in major public spaces, and on large development projects.
7. Partner with cultural groups and organizations to increase the visibility and recognition of the many cultures and traditions within the City and region.
8. Support initiatives and programs that increase education and awareness of different cultures.
9. Continue to support festivals and events that celebrate diversity (e.g. Gathering Together Festival, Loud and Proud Celebration).
10. Encourage festivals throughout the year, beyond the summer months.

Heritage Preservation and Conservation Policies

1. Promote awareness of the City's heritage resources by implementing the recommendations of the Heritage Strategy, including additions to the Heritage Register.

2. Work with Indigenous peoples to include Indigenous histories and cultures in heritage conservation.
3. Support the Community Heritage Commission with reoccurring updates to the Heritage Strategy.
4. Encourage the protection of the integrity of the sites and buildings on the Heritage Register.
5. Develop guidelines for renovations of buildings on the Heritage Register.
6. Develop management plans for City owned heritage buildings and properties.
7. Continue to support the three designated municipal heritage sites in the City: Haney House, Salmon Arm Art Gallery, and the Old Court House facade.
8. Encourage the sensitive adaptation of heritage buildings for other uses.
9. Encourage new development to respect buildings, sites, and features with heritage significance, even when those features are close to rather than within the development site.
10. Support the addition of more streets into the Historic Street Names Program.
11. Support the R.J. Haney Heritage Village and Museum in preserving an important representation of the City's heritage.
12. Integrate heritage resources into economic development and tourism strategies.
13. Support educational opportunities and events that reflect the community's diverse history.

12. Community and Social Services

The community and social services provided are equally as important as other forms of infrastructure in maintaining and improving the quality of life for residents. These programs could be viewed as the community's social infrastructure. The City has long been involved in directly providing policing (through the RCMP), emergency preparedness and management (through the Columbia Shuswap Regional District (CSRD) Shuswap Emergency Program) and fire and bylaw enforcement services.

To date the City has supported social programs and services through a number of effective partnerships with social agencies and organizations that have the subject matter expertise and experience to deal with and manage these programs most effectively.

This section seeks to continue to build on the effectiveness of past initiatives and programs and to continue to work with community partners to build the social fabric.

Community and Social Services Objectives

To create inclusive spaces and places throughout the City.

To ensure residents of all ages, abilities, and backgrounds are represented in the community and can create, experience, and contribute to arts and culture within the City.

To ensure residents and visitors encounter art and culture in public places throughout the City as part of their daily experiences.

To increase education and awareness of different cultures.

To promote and support new activities to do in the evenings and activities for all ages.

To encourage age friendly opportunities that support young families and seniors.

To work with, support, and consult government agencies, community organizations and volunteer groups that provide diverse community and social services.

To encourage more efficient utilization of existing institutional lands.

To provide emergency and protective services consistent with the City's population.

To support health and education services consistent with the needs of the community.

To ensure all public facilities are accessible to all.

To explore and implement opportunities to encourage and improve public participation by diverse members of the community in planning processes and community organizations.

Community Services Policies

1. Map A - Land Use designates lands for institutional use and Map K - Community Facilities identifies the locations of community facilities such as:

City Hall

Shuswap Regional Airport

Shuswap Lake General Hospital and other health care facilities
Salmon Arm Arts Centre
R. J. Haney Heritage Village and Museum
Public schools
Recreation facilities and community centres
Library
Places of worship
Cemeteries
Okanagan College
City Public Works Yard
Fire halls
Waste Water Treatment Plant, Water Pollution Control Centre, and regional landfill
RCMP detachment
Shelters

2. Institutional uses, including schools, places of worship, health care facilities, libraries and provincial and federal offices are only supported within the Urban Containment Boundary (UCB).
3. Official Community Plan (OCP) Amendment applications are not required to locate Institutional uses within the UCB. Public input regarding locations may be received through the Public Hearing process associated with rezoning applications for new institutional uses.
4. Continue to communicate and work cooperatively with community service agencies such as local service clubs, non-profit organizations, places of worship, educational institutions, the library, health care institutions, and provincial and federal agencies to promote a healthy community, to plan future facilities, to ensure a full spectrum of services, and to identify and work cooperatively to address emerging issues.
5. Institutional uses should locate within convenient access of major transportation routes to ensure ease of accessibility and to minimize negative impacts on residential developments.
6. Work with Interior Health to ensure that adequate space is designated in the growth strategy to accommodate new health services in the community.
7. Support the development of healthcare worker housing adjacent to, or integrated into sites for new major healthcare facilities.
8. Advocate to the Province to increase healthcare services and facilities to adequately serve the community, and to ensure that these services grow at a rate similar to the community population.
9. Advocate to the Province to take action to ensure every resident has access to a family physician.
10. Support the creation of community spaces which are safe and support connection, particularly for typically under-represented groups that experience discrimination and exclusion (social, political and economic).
11. Work with the Shuswap Recreation Society on a recreational access strategy or plan to support access to low-barrier recreation and community programs, particularly for youth.

12. Work with the Shuswap Recreation Society to enhance recreation and community programs geared for youth.

Social Services Policies

1. Community support services and uses, such as shelters, transition/youth homes, daycares and other forms of social housing, are only supported within the UCB.

2. Official Community Plan (OCP) amendment applications are not required to locate community support services and uses within the UCB. Public input regarding locations may be received through the public hearing process associated with any rezoning applications.

3. Support the re-establishment of a youth advisory council or group to engage youth on a recurring basis.

4. Undertake and implement a youth strategy to better support children and youth in the community.

5. Acknowledge the role of federal and provincial levels of government and non-profit sectors as the main providers of social programs, facilities and services within the City, and work in a cooperative and supportive capacity with these service providers, to improve collaboration and communication between them.

6. Clearly communicate and articulate the City's role in social development as being one of a convenor, and not one of direct service provision.

7. Work with the Province and community partners to expand social wellbeing programs.

8. Support the development and expansion of programs for people dealing with mental health and substance use issues, housing insecurity, food insecurity, and job insecurity, especially Indigenous peoples and newcomers.

9. Develop and implement an Anti-Racism Strategy in conjunction with community partners.

10. Support social planning through the following measures:

- Liaise with community groups and not-for-profit organizations;
- Liaise with First Nations;
- Encourage increased efforts to engage with and support those with specific needs, e.g. children, youth, families, seniors, First Nations, and people with disabilities;
- Encourage and facilitate child care facilities and services, e.g. in new developments, places of employment, education, and cultural facilities;
- Assist groups in acquiring grants or other types of funding from senior levels of government or other sources for social needs;
- Assist in the formation of groups or collaboratives to address social issues;
- Work with regional partners, encourage social issues to be considered in new development proposals where appropriate, recognizing that social issues may include affordable and accessible housing; daycare; transit; access to schools, recreation and government services; healthy, safe and violence-free communities; and
- Explain and support social issues during the review and presentation of development proposals.

Community Protection Policies

1. Continue to provide and maintain police protection service levels in accordance with the growing and changing needs of the community, working with the RCMP to ensure rational costs and efficient service delivery.
2. Continue to provide and maintain bylaw enforcement service levels in accordance with the growing and changing needs of the community.
3. Utilize Crime Prevention Through Environmental Design's three basic strategies – natural access control, natural surveillance, and territorial reinforcement – to address the security, safety, and well-being of residents.
4. Liaise and work with community groups and not-for-profit organizations to develop a collaborative approach to community safety and well-being (e.g. Community Safety Plan).

School and Childcare Policies

1. Work with Kwsaltktnéws ne Secwépemcúl'ecw School District No. 83 in the planning of new school sites to meet future needs.
2. Work with Kwsaltktnéws ne Secwépemcúl'ecw School District No. 83 in planning for future land use options for lands which may become surplus to the School District's needs.
3. Support and work with Kwsaltktnéws ne Secwépemcúl'ecw School District No. 83 in the development of a School Site Acquisition Costs program.
4. Encourage the joint development of neighbourhood parks, community recreation, and school sites.
5. Continue using the Joint Partnership Agreement with Kwsaltktnéws ne Secwépemcúl'ecw School District No. 83 for the funding and development of sports fields and related facilities, and for the use of schools for after-hour community programs.
6. Explore the idea of daycare as a use in all land use designations to support more childcare facilities.

13. Economic Development

A thriving economy is fundamental to the well-being of a community. It is essential for stimulating new growth, attracting business investment, and providing meaningful employment opportunities. The City has typically supported economic development initiatives through local and regional partnerships and collaborated with local economic development organizations, most recently with Salmon Arm Economic Development Society and Downtown Salmon Arm.

This section seeks to continue to support those partnerships that will remain critical to helping grow the local economy in the best way to support the community in the future.

Objectives

To maintain and improve community affordability.

To maintain low unemployment levels.

To support sustainable economic development, including low-emission industries and clean technology.

To assist in creating a diverse economy and economic base.

To support Salmon Arm Economic Development Society's mandate and purpose.

To build/attract a labour market that meets the talent demands of a strong and diversified economy.

To connect residential areas to clustered employment locations by active transportation and transit.

Policies

1. Continue to support a strong economic base by:
 - high level planning for the servicing of new land associated with business and job creation (e.g. agricultural processing and industrial/manufacturing);
 - supporting the efforts of the Salmon Arm Economic Development Society;
 - striving to protect the natural environment;
 - encouraging environmentally friendly industries and green infrastructure;
 - supporting the protection of heritage resources;
 - maintaining the Urban Containment Boundary (UCB); and
 - supporting development within and limited growth and development outside of the UCB.
2. Continue to support and partner with the Salmon Arm Economic Development Society (SAEDS) as part of providing economic development services to the community.
3. Continue to support SAEDS to manage any Municipal and Regional District Tax (MRDT) program.
4. Protect commercially and industrially zoned lands from redesignation or rezoning to residential uses, unless other significant priorities or objectives are achieved.
5. Through the rewrite of the Zoning Bylaw, seek to

- expand opportunities for commercial uses (e.g. convenience stores, coffee shops, and restaurants in neighbourhoods) particularly in the Canoe, Hillcrest and Raven areas;
- expand opportunities to allow live-work options in both commercial and residential areas.

6. In any review of transit services, seek to improve connectivity especially transit connections to provide enhanced employee access to industrial areas.

7. Work with SAEDS to support programs aimed at developing a strong labour market including increasing workforce housing, employee training opportunities and talent attraction initiatives.

8. Work with SAEDS to support programs aimed at circular economy principles and programs.

9. Support SAEDS in attracting new industrial businesses, including advanced manufacturing and high-technology, that are complementary to our existing economy.

10. Support SAEDS in attracting new commercial businesses that are complementary to our existing economy.

11. Support SAEDS in attracting new agriculture production and food and beverage processing businesses that are complementary to our existing economy.

12. Support SAEDS in attracting new tourism businesses and experiences (destination development) that are complementary to our existing economy.

14. Transportation

Salmon Arm benefits from a strategic location along two (2) of the Province's major highway corridors, the Trans Canada Highway (TCH) and Highway 97B. Salmon Arm also supports a regional airport and is located along the mainline of the Canadian Pacific Kansas City (CPKC) Railway. Arterial, collector, and local roads complete the road network. Sidewalks and bike lanes are incorporated into the road infrastructure as recommended in the Active Transportation Network (ATN) Plan. There is a transit (bus) system operating in the community, in conjunction with BC Transit. The public has expressed strong support to actively develop, expand, and improve upon the community's active transportation network and transit service.

The road network will continue to expand to service new development areas, and new active transportation infrastructure will be added simultaneously. Existing road infrastructure will be upgraded over time to add active transportation options. There are also some significant challenges related to transportation corridors. The TCH and railway tracks are barriers to pedestrians and cyclists that will be improved over time.

This section seeks to provide direction to the multitude of transportation and movement options across the community. Off-road greenways and trails are addressed in Section 10 Parks, Recreation & Greenways.

Transportation Objectives

To provide a variety of transportation options for residents and visitors that are safe, equitable, accessible, efficient, and less carbon intensive.

To improve active transportation opportunities by improving sidewalks, multi-use paths, and bike lanes associated with the road network.

To expand the route network and frequency of public transit.

To improve the City's road network ensuring that as development occurs transportation connections for existing and future development are consistent with best practices.

To support improved services at the Shuswap Regional Airport.

To ensure parking for all modes of transportation is available while minimizing its impact on the urban character.

Transportation Policies

General Policies

1. Develop, improve and maintain a suitable transportation network that supports the various functions that are intended, while:

- maintaining sufficient flexibility to respond to changing needs;
- ensuring the provision and safety of all modes of transportation;
- reducing reliance on private automobiles;
- increasing use of active transportation and transit, through the construction of new infrastructure; and
- supporting policies respecting development of a compact community with complete neighbourhoods providing local services.

Active Transportation General Policies

1. Support active transportation through implementation of the ATN Plan.
2. Focus on key priority connections established by the ATN Plan based on high demand and high need areas that either currently experience, or have the potential for generating, the highest levels of active trips (e.g. uptown to Downtown connection and connections to schools).
3. Prioritize the connections to key destinations including schools, employment centres, parks, shopping centres, healthcare, recreation sites, places of worship, and municipal buildings.
4. Encourage multi-use pathways in priority active transportation corridors in accordance with the ATN Plan.
5. Improve year round maintenance of active transportation infrastructure.
6. Partner with Kwsaltktnéws ne Secwepemcúl'ecw School District No. 83 to promote active transportation by identifying safe routes to schools.
7. Revisit the need for active transportation in agricultural and rural areas and amend the Subdivision and Development Servicing Bylaw accordingly.

Pedestrian Policies

1. For subdivision and development purposes and capital works planning, sidewalks should be required in accordance with the ATN Plan.
2. Encourage the separation of sidewalks from the vehicle portion of roads where space, utilities, and topography permit.
3. Require trail, sidewalk, or multi-use path connections between neighbourhoods through the subdivision process to create pedestrian connectivity and neighbourhood linkages.
4. Explore opportunities to create pedestrian-only streets, temporarily, seasonally, or permanently.
5. Explore opportunities in existing residential areas to create low speed zones to calm traffic.
6. Encourage the design of new residential areas to use best practices in traffic calming measures.
7. Explore micro-mobility options and associated policies.

Cycling Policies

1. Continue to enhance the safety of cyclists by improving cycling infrastructure, including the construction of bike lanes along the bike routes identified in the ATN Plan and on Map M – Active Transportation.
2. Separate bike lanes from vehicle travel lanes through barriers such as planter boxes, concrete barriers, or flexible delineator posts, where feasible and best practices recommend.
3. Support multi-modal trips by providing bike racks on buses and bike parking at transit stops.

4. Consider amendments to the Zoning Bylaw that:
 - Encourage end of trip facilities such as showers, lockers, e-bike and e-scooter charging stations, bike storage, bike repair stations, and bike lock ups; and
 - Identify bicycle parking requirements.

Transit Policies

1. Expand the route network and frequency of transit as required to service demand.
2. Conduct a transit study and develop a plan for future transit expansion and route redesign.
3. Work with BC Transit on a system fare review and evaluate options to provide free transit to target populations.
4. Work with BC Transit on fleet replacement plans and a transition to electrification of buses.
5. Expand the transit network to provide service between residential areas and employment areas (particularly the Industrial Park).
6. Work with the Columbia Shuswap Regional District (CSRD) to support enhanced regional transit options.
7. Work with BC Transit to improve the experience of and convenience of using transit, by offering multiple payment methods and a transit app.
8. Work with Kwsaltktnéws ne Secwepemcúl'ecw School District No. 83 to ensure routes and schedules coordinate with and meet the needs of students.
9. Plan for and increase HandyDART service levels across the community.
10. Encourage transit use by ensuring that good pedestrian infrastructure, bike parking, shade, garbage cans, and benches are located near transit stops.
11. Ensure transit stops are accessible by a variety of other transportation modes and by people of varying mobility levels.

Vehicular Policies

1. The Road Network Plan shown on Map L – Road Network Plan was developed to service current and future growth areas, recognizing provincial highway functions. The Road Network Plan consists of the following components:
 - Provincial Highways;
 - Arterial Roads;
 - Collector Roads; and
 - Local Roads.
2. Develop a Complete Streets program to create (future) road network plans.
3. Develop a Transportation Master Plan which should include a review of:
 - traffic patterns;
 - projections; and

- potential impacts along the road network, including safety for non-vehicular modes of transportation and potential mitigation strategies.

4. As development occurs within the UCB, look for opportunities to fill in the existing Road Network with new streets and laneways.

5. Map L – Road Network Plan identifies Future Roads. These connections of the Road Network may be conceptual with no design or fully designed roads connections. Future Roads may not be fully dedicated and at the time of development complete road design and road dedication may be required.

6. Require new development to undertake an analysis of the Road Network for lands adjoining or adjacent to the proposed development site. This analysis is to include the Existing and Future roads as identified in the Official Community Plan (OCP) (see Map L – Road Network Plan) and the developer may be required to provide road reserve, dedication and complete road design consistent with best practices.

7. Amend the Subdivision and Development Servicing Bylaw to identify exceptions to the road and highway right-of-way widths, including reductions or increases in certain locations or circumstances.

8. Improve road safety in rural areas by encouraging lower speeds through traffic calming infrastructure.

9. Prepare policies and procedures for funding the acquisition of additional lands required to accommodate 25 metre rights-of-way for arterial roads.

10. All roads not designated as provincial highways, arterial roads, or collector roads on Map L - Road Network Plan are classified as local roads or laneways.

Provincial Highway Policies

1. The designated Provincial Highways shown on Map L - Road Network Plan are the Trans-Canada Highway and Highway 97B.

2. Development may be permitted in the Highway Service/Tourist Commercial and City Centre designations along the Trans-Canada Highway and Highway 97B corridors in accordance with this plan prior to the development of frontage roads, provided that sufficient land area is reserved for same and restrictive covenants are registered on title that will prohibit direct highway access once those frontage roads are constructed.

3. Work with the Ministry of Transportation and Transit (MoTT) to establish right-of-way requirements for frontage or service roads.

4. Work with MoTT to improve the Provincial Highways as part of the City's long-term road network as follows:

- plan for an additional intersection or improvements on Highway 97B for the Salmon Arm Industrial Park;
- plan for intersection improvements at Highway 97B and 10 Avenue SE;
- plan for intersection improvements on the Trans-Canada Highway at 50 Street NE in Canoe; and

- review opportunities to create improved intersections at new locations to replace those intersections with safety concerns.

5. Work with MoTT to minimize the negative impacts of the Trans-Canada Highway on the community by improving noise mitigation, safety, and crossing opportunities for all modes of transportation, and improving maintenance along the highway right-of-way.

Parking and Loading Policies

1. Review parking requirements in the Zoning Bylaw and the Downtown Parking Specified Area to ensure a sufficient parking supply while minimizing impacts on urban character.

2. Create a balanced parking strategy to support businesses while also encouraging alternate transportation modes.

3. Consider the feasibility of a parking structure or parkade in Downtown to free up commercial land currently used for surface parking.

4. Ensure adequate parking and loading zones for goods delivery in commercial areas both on-street and through the Development Permit process.

Rail System Policies

1. Work with Canadian Pacific Kansas City (CPKC) Rail to explore means of addressing noise, safety, and crossing opportunities for all modes of transportation, emergency situations, the transportation of hazardous goods, and the visual impacts of the railway right-of-way on the community.

2. Work with CPKC Rail to develop an active transportation crossing of the rail line between the Growth Area C (Map D – Growth Management Areas) and the Foreshore Trail, in the vicinity of the Raven neighbourhood.

Air Transport Policies

1. Figure 1 delineates the Shuswap Regional Airport (Salmon Arm) operational area and approach corridor.

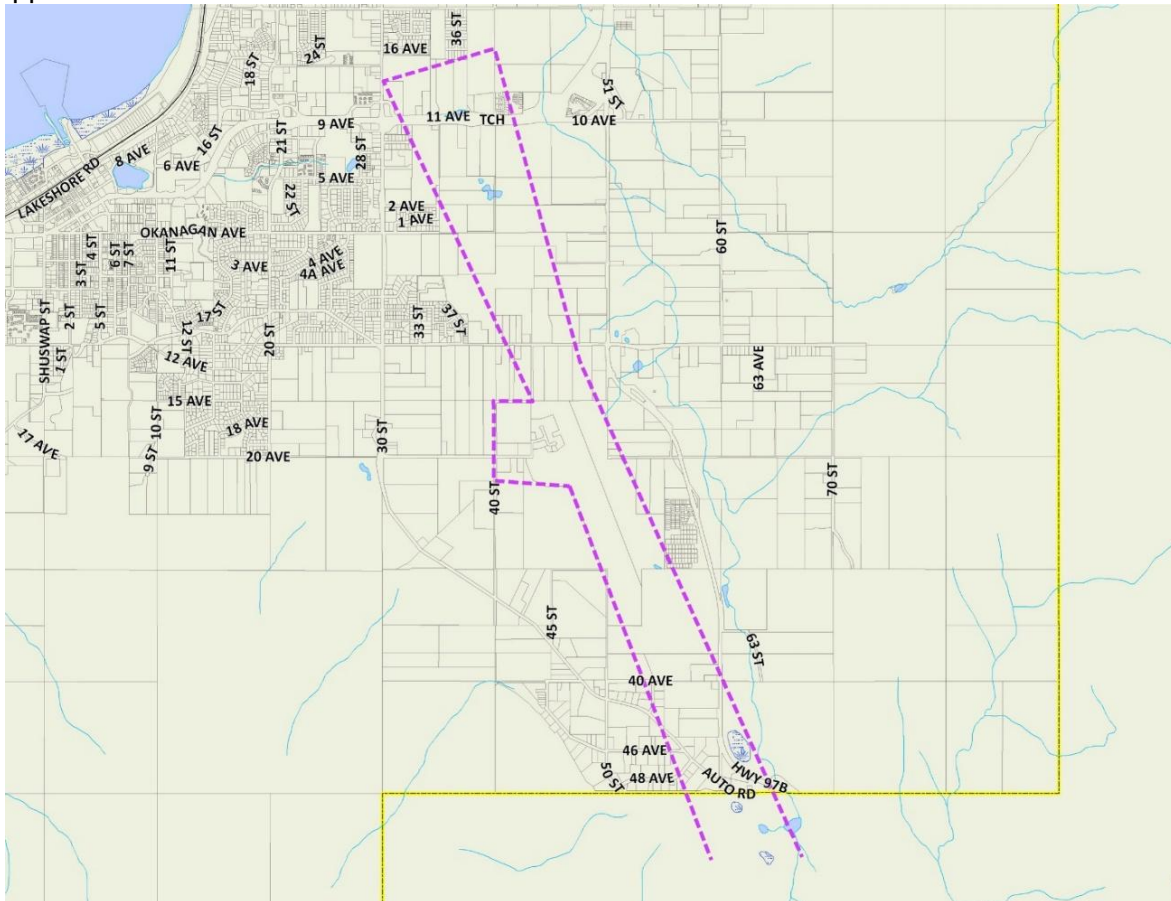


Figure 1: Shuswap Regional Airport (Salmon Arm) Operational Area and Approach Corridor

2. Protect the airport approach corridor for air operations by implementing the following land use criteria through a Zoning Bylaw Overlay:

- restrict the height of buildings and structures through zoning controls or aerial easements;
- restrict land uses which would be adversely impacted by excessive aircraft noise or contribute to conflicts with air operations;
- implement land use controls to minimize problems of electrical interference (transmission towers, etc.), trees (e.g. height), and bird hazard (landfills, etc.); and
- comply with operational restrictions of senior government agencies (e.g. Canadian Aviation Regulation).

3. Support the concept of one common use facility at the Shuswap Regional Airport to discourage ad hoc, unlicensed facilities. Emergency helipads may be permitted elsewhere.

4. Helipads may be permitted as an accessory use in conjunction with commercial or industrial operations subject to such facilities having no provision for on-site fueling, maintenance, or storage of aircrafts.

5. Continue to recognize and support the Shuswap Regional Airport as an important transportation asset.

Water Transport Policies

1. Areas designated for Lake Recreation on Map A - Land Use may accommodate all forms of water-orientated activities including marinas and marine facilities.

2. Where adjoining the General Industrial designation in Canoe, Lake Recreation areas may accommodate water access and other activities ancillary to the industrial activity (e.g. log transport and storage).

3. Explore the feasibility of inter community water taxis and services between Canoe and the Wharf and between Canoe and Herald Provincial Park.

15. Utilities and Infrastructure

The planning of water, sanitary sewer and storm drainage utilities and infrastructure must be integrated with the planning for future land uses. The overall goal is to manage the City's infrastructure to promote both fiscal and environmental sustainability long term.

The City's water system consists of a primary water source from Shuswap Lake and a backup source at Metford Dam. The water treatment plant has a capacity to service a population of approximately 27,000 and consistently meets the Canadian Drinking Water Guidelines, BC *Drinking Water Protection Act*, and the Safe Drinking Water Regulations. Extension of the water metering program continues.

The wastewater treatment facility currently services a population of approximately 15,000 and is nearing capacity and need for replacement. The current site with proposed expansions can service a population of 30,000, but will need upgrading to handle that growth.

The City has been gradually upgrading its storm drainage system to an urban standard as development has proceeded. Planning for the storm drainage system is based on a 25 year return period storm event, and when exceeded, new storm detention/retention facilities are required. The City continues to ensure that storm water discharge does not negatively affect watercourses, particularly Shuswap Lake.

Currently the City has collection programs for solid waste, recyclables and organics materials from lower density residential areas, and the collected materials are processed or disposed of through facilities managed by the Columbia Shuswap Regional District (CSRD), while multi-family buildings are served by private contractors. Any solid waste efforts therefore require cooperation with these agencies.

A positive option for lessening impacts related to solid waste is to consider the zero waste/circular economy programs, where waste is thought of as a "potential resource".

Utilities and Infrastructure Objectives

To develop and manage utilities in a manner that emphasizes energy conservation, environmental sustainability, and fiscal responsibility.

To manage the City's infrastructure systems consistent with best practices.

To improve the City's stormwater system based on best practices to improve water quality and quantity in watercourses and Shuswap Lake.

To integrate natural infrastructure into storm water management and protect ecosystem function.

To improve the City's management of solid waste in partnership with the CSRD.

Utilities and Infrastructure Policies

General Servicing Strategy Policies

1. Continue to provide water, sanitary sewer, and storm management services consistent with the phasing of Growth Areas A, B, C, and E (see Map D – Growth Management Areas).

2. Continue to carry out an infrastructure analyses in alignment with the Service Delivery Management Plan and asset management best practices and use this information to identify

priorities for upgrading and improving the system.

3. Manage water, sanitary sewer, and storm management services in a manner that emphasizes energy conservation, environmental sustainability and fiscal responsibility. Consider long term maintenance programs and cost effective operation of existing and future services in relation to financial sustainability when planning new utilities.

4. Upgrade or require upgrading of services in existing serviced areas to accommodate cost effective redevelopment to higher densities. Priority setting and evaluation will occur primarily through formal infrastructure planning and the capital budget process.

5. Municipal utilities in the Forest Reserve, Salmon Valley Agriculture, and Acreage Reserve designations should not exceed the existing standard or be extended, except for the municipal water system outlined in Section 6 Rural & Agriculture.

6. Continue to work cooperatively with other private utility providers within the City, including annual capital planning consultations, towards the provision of a full range of efficient, effective, modern services to resident subscribers.

7. Upgrading of local infrastructure beyond current service levels may be considered through use of local service area provisions where the project is funded primarily by benefiting property owners.

Water Policies

1. Support extensions of the water system within the Urban Containment Boundary (UCB) consistent with the phasing of Growth Areas A, B, C and E (see Map D – Growth Management Areas).

2. Consider extensions of the water system to existing developments outside the UCB when the project is funded by the benefitting property owners.

3. Do not support the establishment of new private community water systems within the City.

4. Do not assume responsibility for the maintenance and operation of any private community water systems already operating within the City.

5. Prepare and implement water source protection strategies for the City's potable water supply sources as follows:

- a. Work in cooperation with other watershed stakeholders to implement the recommendations of the Water Source Protection Plan for the East Canoe Creek watershed as shown on Map N - Water System;
- b. Implement the recommendations of the water source protection strategy for the City's Shuswap Lake potable water source; and
- c. Work with other Shuswap Lake watershed stakeholders, including the Shuswap Lake Integrated Planning Process.

6. Address deficiencies in fire flow capabilities (insufficient volume or pressure for firefighting) within the water system at the time of subdivision or development approval, or through capital works programs.

7. Update the Water Conservation Plan and continue to implement this plan (e.g. reducing water use through metering, conservation measures, low water-use fixtures and appliances).

Sanitary Sewer Policies

1. Support extensions of the sanitary sewer system within the UCB consistent with the phasing of Growth Areas A, B, C, and E (see Map D – Growth Management Areas).
2. The City will not support the extension of the sanitary sewer system outside the UCB. Private sanitary sewer connections outside the UCB may be considered for existing developments where main extensions are not required, subject to Council approval.
3. Continue to manage the City's sanitary sewer system consistent with the Service Delivery Management Plan, best practices and the City's Liquid Waste Management Plan.
4. Outside the UCB, septic tank and ground disposal will continue to be the primary method of disposing of sewage effluent, subject to the regulations of the Interior Health Authority and Ministry of Environment.
5. Ground disposal or satellite wastewater treatment plants may be considered for developments within the UCB when connections cannot be feasibly made to the City system, and groundwater resources can be protected.

Storm Drainage Policies

1. Periodically review and update the Integrated Stormwater Management Plan, including recommendations on best practices for managing rainwater and stormwater to protect and enhance water quality and quantity in watercourses.
2. Stormwater utilities shall be designed and constructed in an environmentally sensitive manner using best management practices (e.g. with permeable absorbent landscapes, natural filtration of water using vegetation, and slowing runoff rates). Communicate these best management practices to the public and to developers.
3. Continue to use the existing natural drainage pattern as the primary storm drainage system and use stormwater detention/retention as the principal means of meeting the objective of maintaining post-development flows at pre-development levels.
4. Require new development to undertake on-site siltation control measures and vortex systems near Shuswap Lake, where runoff could enter the stormwater system or could damage nearby ecosystems.

Green and Natural Infrastructure Policies

1. Utilize the ecological services of green and natural infrastructure (such as rainwater capture and water quality treatment) wherever possible.
2. Conduct an inventory of green and natural infrastructure assets in the community.
3. Review the Subdivision and Development Servicing Bylaw to include green and natural infrastructure provisions.
4. Maintain the inventory of the City's storm water ditches to determine purpose, function and the appropriate level of service, particularly those ditches located in the Salmon Valley rural and agricultural areas.

Solid Waste Policies

1. Continue to use the landfill and other infrastructure managed by the CSRD for all solid waste, recycling and organics programs.
2. Ensure that an adequate buffer is maintained around the landfill and that appropriate land uses are allowed in the buffer, to ensure minimal impact to landfill operations.
3. Continue to work cooperatively with the CSRD regarding operation and management of the landfill, and enhancements to the curbside garbage, organics, yard waste and recycling collection programs.
4. Continue to work cooperatively with the CSRD regarding implementation of any recommendations of an updated Solid Waste Management Plan, and any waste prevention and organics diversion strategies.
5. Continue with and enhance the recycling collection program.
6. Support the development of proposed new recycling collection facilities in industrial areas.
7. Continue, review, and enhance the residential organics collection program to divert more materials from the landfill, working with commercial operators and collections from multi-family and commercial properties.
8. Develop policy regarding the diversion of construction and demolition waste from the waste stream.
9. Develop policy around solid waste and recycling collection facilities in the multi-family residential Development Permit Area (DPA) Guidelines.

16. Potential Hazard Areas

Potential hazards within the community include flooding, debris flows, mud flows, erosion, rock falls, subsidence, land slip, and wildfires. Each spring, water levels rise as the mountain snow melts and floods are a risk to homes, farms, crops, and businesses. Excess runoff may create the potential for debris and mudflows and increase erosion. Steeper slopes are generally more prone to land slippage, landslides and rockfall. Wildfires are a risk in forested areas, particularly during the dry summer season.

Climate change is also increasing the potential risk of hazards. The frequency of floods and extreme rainfall is increasing, along with extreme temperatures affecting wildfire risk, live-ability, and food production. Communities need to plan for the local effects of climate change.

As we move forward with issues related to hazards, the community can also make use of Indigenous knowledge and ways of knowing, and the consideration of hazards as natural phenomena, such as the effect of water and fire on our community. This approach considers these phenomena as part of our community.

This section provides new direction to assist in building community resiliency and the ability to address known hazards in the community.

Potential Hazard Areas Objectives

To protect human life and property from potential hazards.

To plan for and enhance community safety and resiliency from climate related hazards.

To direct development away from areas subject to hazards.

Potential Hazard Area Policies

1. The floodplain is identified as the 1:200 year floodplain and is shown on Map Q - Potential Hazards.
2. The floodplain is subject to the Potential Hazard Areas Development Permit Area (DPA) guidelines of Section 18 Development Permit Areas.
3. Steep slopes are identified as slopes over 30% or identified as a debris flow hazard area as shown on Map Q - Potential Hazards. Steep slopes or debris flow hazard areas are subject to the Potential Hazard Areas DPAGuidelines of Section 18 Development Permit Areas.
4. Review and update the Potential Hazard Areas DPAGuidelines and other Development Permit Area guidelines, particularly to consider:
 - creating a possible Wildfire Interface DPA; and
 - creating FireSmart BC aligned landscaping standards.
5. Review and update the floodplain provisions of the Zoning Bylaw.
6. Introduce regulations managing the removal and deposition of soils and other fill materials.
7. To mitigate the risks associated with wildfire hazards, lands outside the Urban Containment Boundary (UCB) (Map B - Urban Containment Boundary), will be required, as a condition of rezoning

or subdivision approval, to register a *Land Title Act* s. 219 restrictive covenant on title. The covenant shall notify land owners that the land may be at the risk of wildfire, and that owners should take appropriate precautions in accordance with FireSmart BC principles. The covenants shall also save the City harmless in the event of a wildfire.

8. To mitigate the risks associated with steep slopes, flooding or debris flows, lands subject to flooding or debris flows (Map Q - Potential Hazards), will be required, as a condition of rezoning, development permit or subdivision approval, to register a *Land Title Act* s. 219 restrictive covenant on title. The covenant shall notify land owners that the land may be at risk of geological hazard, flooding or debris flow, and that owners should take those precautions outlined in any hydrogeological or geohazard report provided with the application. The covenants shall also save the City harmless in the event of a slope failure, flood or debris flow.

9. Continue to encourage property owners to follow FireSmart BC principles to protect their property, including conducting assessments and possible incentives.

10. Periodically review and update the Community Wildfire Protection (or preparedness) Plan.

11. Continue and expand fire smart initiatives and wildfire related educational programming through the Fire Department.

12. Create an annual line item/amount in the budget for wildfire management purposes and projects.

13. Continue to work with the Columbia Shuswap Regional District (CSRD) and the Shuswap Emergency Program in preparing and responding to hazards and emergencies in the City and the region. Participate in any multi-jurisdictional emergency management organizations if established.

14. Work with the CSRD and the Shuswap Emergency Program in the preparation of:

- Hazard, Risk and Vulnerability Analyses (HRVA);
- emergency management plan(s);
- emergency evacuation plan(s) (particularly for vulnerable populations); and
- establishing areas for emergency response and rapid deployment.

15. Continue to support Rapid Attack wildfire protection services adjacent to the airport.

16. Continue the use of municipal facilities in case of emergencies such as cooling and warming centres.

17. When property located in areas of established wildfire risk is transferred to the City, the City should ensure that any wildfire fuel modification is completed prior to the transfer being completed.

18. Complete a corporate business continuity plan for the City.

19. Restrict development on steep slopes over 30%, and ensure that these areas are retained as public or private natural open space.

20. Consider incorporating the Guidelines for New Development in Proximity to Railway Operations, prepared by the Federation of Canadian Municipalities into the relevant provisions of the Zoning Bylaw or DPA Guidelines.

21. Develop a steep slopes DPA or create steep slopes regulations within the Subdivision and Development Servicing Bylaw to ensure appropriate servicing standards on steep slopes, and to:

- ensure slope stability;
- address geotechnical concerns;
- retain significant tree cover (recognizing the challenges of retaining patches of trees on steep slopes);
- encourage tree replacement planting; and
- minimize cut, fill and the need for retaining walls.

17. Implementation

The policy and objectives outlined in this Official Community Plan (OCP) are the result of the significant public engagement process that took place in preparing the document. The resulting policy direction from the public to the City represents significant new and additional “asks” and requests significant service level improvements from the City.

An OCP cannot “pre-approve” an initiative, project or plan, as these must be provided funds through the City’s annual budget process approved by Council. The policy and proposals outlined in this OCP, if undertaken quickly, would represent a very significant increase in municipal spending that could only be completed with significant municipal tax increases.

Borrowing funds may lessen the immediate tax impact and spread the costs of some projects over a longer period of time, but will also have tax impacts resulting from repayment and interest costs. Borrowing will also require consent from the public as those borrowing bylaws are created. Some projects such as buildings and infrastructure are more suited to borrowing, while plans and ongoing programs are not suitable to fund via borrowing. The required public consent also means that the public will have further input as implementation proceeds. If consent is not provided to any borrowing request, then Council cannot proceed with that project.

The City can also seek alternate sources of funding for all plans and programs, in the form of grants from other levels of government. The City will, whenever a suitable grant program is available, make an application to the relevant program to lessen the financial impact to the community. Operational or administrative programs are typically harder to find grants for and are not really appropriate for ongoing programs.

Like borrowing, some of the priorities and projects are more likely to have potential to be eligible for grants, such as new facilities or individual active transportation projects. Other projects, such as transit however, are already partially funded by the Province, and so additional grants are very hard to come by. Grants, by their unpredictable nature, will also make it more difficult to schedule and plan projects over time.

Partnerships with other agencies and organizations also offer the potential for sharing the risks and costs associated with some of these initiatives, particularly with respect to recreational facilities. Such arrangements are relatively common in other municipalities, and the City already partners with the Shuswap Recreation Society in operating recreational facilities and the Kwsaltktnéws ne Secwepemcúl'ecw School District No. 83 in sharing recreational facilities. These arrangements while often effective, tend to be more complex and take more time to develop, with the need to align interests and determine the allocation of costs and benefits over time.

The public engagement process indicated the following sentiment regarding order of priorities:

1. New and/or improved recreational facilities
2. Active transportation improvements
3. Transit improvements
4. Emissions reductions/climate change programs

In crafting the implementation outline proposed, this prioritization has been used as a guide.

Active transportation improvements as outlined in the Active Transportation Network (ATN) Plan, represented (in 2022) a total cost of over \$90 million to complete all of the identified improvements. There are real logistical and financial barriers to trying to conduct this work over a short period of time. In reality, the entire ATN Plan will take years if not decades to be fully completed. The active transportation program has to be planned over a long period of time.

Work Already Underway

The following work was underway as of the drafting of the new OCP:

Development Cost Charge (DCC) Bylaw review (completion planned in 2025)

Climate Action / Climate Resilience Plan (started in 2024 and to be completed in 2025)

The following projects were also suggested as part of the OCP in the relevant policy sections, but there is some logic in having the sequencing of these projects following the adoption of the Climate Action / Climate Resilience Plan, which could determine the appropriate priority (in addition to any other projects or initiatives that are identified as part of the plan):

- Electric Vehicle (EV) bike subsidy/acquisition program;
- EV car sharing program;
- fleet electrification/replacement and infrastructure plan;
- landscaping/xeriscaping policy (to address need for resilient plants/water consumption);
- program to incentivize energy reduction programs in existing residential buildings;
- policies to support transportation and ride share options for cars, bikes, and scooter sharing; and
- Building Bylaw review (STEP Code levels).

Community Wildfire Preparedness/Resilience Plan (CWP/RP) (budgeted for 2025)

Anti-Racism Strategy (planned completion in 2025)

The following matrix is used to indicate the relative complexity and difficulty associated with the complete list of projects and initiatives that are outlined in the OCP resulting from the public engagement. It provides context regarding the logistical difficulty associated with each initiative.

Project / Initiative	Effort	Impact	Resources	Time	Risk	Contingent	TOTAL
Recreation Facility Service Delivery (asset) Management Plan	4	4	4	3	3	1	19
Master Plan(s) for Recreation Facility (re)development	4	4	4	3	2	1	18
Energy audits on all major municipal facilities	2	2	2	1	3	1	11
Short term development and long term operational funding for recreational facilities	2	3	3	2	3	1	14

Project / Initiative	Effort	Impact	Resources	Time	Risk	Contingent	TOTAL
Adopt a policy addressing the storage of sports equipment at City fields by user groups and organizations, and the use of shipping containers	1	1	1	1	1	1	6
Access strategy or plan to support access to low-barrier recreation	1	1	1	1	1	1	6
Enhance recreation and community programs geared for youth	1	1	1	1	1	1	6
Neighbourhood Plans	4	3	3	3	2	1	16
Complete Zoning Bylaw rewrite	4	4	4	3	2	1	18
Review Subdivision and Development Servicing Bylaw	3	2	2	2	1	1	11
Review Pound and Animal Control Bylaw	1	1	1	1	1	1	6
Transit study / plan for future transit expansion and route redesign	4	4	4	3	2	2	19
Transit fleet electrification / replacement plans	3	2	2	2	1	2	12
Transit fare review and evaluate options to provide free transit	2	2	2	2	1	2	11
Transit – review multiple payment methods	1	2	1	2	1	2	9
Transportation Master Plan	4	2	4	2	2	1	15
Complete Streets Plan	2	2	2	1	1	1	9
Agricultural Plan / Food Systems Plan	3	3	3	2	1	1	13
Urban Forestry Strategy	3	3	3	2	1	1	13
Youth Strategy	3	3	3	2	1	1	13
Update Arts and Culture Master Plan	3	3	3	2	1	1	13
Guidelines for alternations for buildings on the Heritage Register	2	1	3	1	1	1	9
Management plans for City owned heritage buildings and properties	2	1	2	1	1	1	8
Corporate Business Continuity Plan	3	2	3	2	3	1	14
Develop a secondary housing market monitoring report	3	2	3	1	1	2	12
Rental housing (RTE) revitalization tax exemption program	1	2	1	1	1	1	7
Water source protection strategies for potable water supply sources	2	1	2	1	1	1	8

Project / Initiative	Effort	Impact	Resources	Time	Risk	Contingent	TOTAL
Update Water Conservation Plan	2	2	2	2	1	1	10
Reassess storm water ditches in Salmon River Valley	3	2	3	1	1	1	11
Industrial Servicing Plan	3	2	3	2	1	1	12
Policy regarding the diversion of construction and demolition waste	3	3	3	2	1	2	14
Develop policy for multi family solid waste and recycling collection facilities	2	1	2	1	1	1	8
Policy for funding the acquisition of additional rights-of-way	2	1	1	1	1	1	7
Update Environmentally Sensitive Riparian Development Permit Area	3	2	2	2	1	1	11
Steep slopes Development Permit Area	3	2	3	2	1	1	12
Development Permit Area for marinas on Shuswap Lake	2	1	2	1	1	1	8
Create a Wildfire Interface Development Permit Area	3	2	3	2	2	1	13
Create FireSmart BC aligned landscaping standards	2	1	1	1	1	1	7
Expand fire smart initiatives related educational programming	3	2	2	3	1	1	12
Development of a School Site Acquisition Costs program	2	1	2	2	1	2	10
Community safety measures in rural and agricultural areas	2	1	1	1	1	1	7
Develop a place naming policy	1	1	1	2	1	1	7
Feasibility of water services between Canoe and the Wharf and between Canoe and Herald Provincial Park	3	1	2	2	1	2	11
Develop KPIs	2	3	2	1	2	1	11
Downtown Waterfront Master Plan	4	2	3	2	1	2	14

RATINGS:
Effort

1. Low
2. Medium
3. High
4. Very High

Impact:

1. Small
2. Moderate
3. High
4. Significant

Resources (Staff & Finances)

1. Low
2. Moderate
3. High
4. Very High

Time

1. Within 1 year
2. 1 – 2 years
3. More than 2 years

Risk (impact if not done)

1. Low
2. Medium
3. High

Contingent (on others)

1. No
2. Yes

Based on the preceding review, the following draft priority implementation matrix is proposed for the significant initiatives outlined in the OCP:

Project / Initiative	2025	2026	2027	2028	2029
Develop KPIs					
Active Transportation					
Development Cost Charge (DCC) Bylaw review					
Recreation Facility Service Delivery (asset) Management Plan					
Master Plan(s) for Recreation Facility (re)development					
Climate Action / Climate Resilience Plan					
Community Wildfire Preparedness / Resilience Plan (CWP/RP)					
Anti-Racism Strategy					
Neighbourhood Plans					
Complete Zoning Bylaw rewrite					
Review Subdivision and Development Servicing Bylaw					
Review Pound and Animal Control Bylaw					
Transit study / plan for future transit expansion and route redesign					
Transportation Master Plan					
Complete Streets Plan					
Agricultural Plan / Food Systems Plan					
Urban Forestry Strategy					
Corporate Business Continuity Plan					
Reassess storm water ditches in Salmon River Valley					
Industrial Servicing Plan					
Policy regarding the diversion of construction and demolition waste					

A comprehensive overview of all the OCP initiatives is included below:

Project / Initiative	2025	2026	2027	2028	2029	TBD	Notes
Develop KPIs							
Active Transportation							1
Development Cost Charge (DCC) Bylaw review							
Recreation Facility Service Delivery (asset) Management Plan							
Master Plan(s) for Recreation Facility (re)development							2
Energy audits on all major municipal facilities							3
Short term development and long term operational funding for recreational facilities							4
Adopt a policy addressing the storage of sports equipment at City fields by user groups and organizations, and the use of shipping containers							3
Access strategy or plan to support access to low-barrier recreation							3
Enhance recreation and community programs geared for youth							3
Climate Action / Climate Resilience Plan							
EV bike subsidy / acquisition program							5
EV car sharing program							5
Fleet electrification / replacement and infrastructure plan							5
Landscaping/ xeriscaping policy (address need for resilient plants / water consumption)							5
Program to incentivize energy reduction programs in existing residential buildings							5
Policies to support transportation and ride share options for cars, bikes, and scooter sharing							5
Building Bylaw review (STEP Code levels)							5
Community Wildfire Preparedness / Resilience Plan (CWP/RP)							
Anti-Racism Strategy							
Neighbourhood Plans							8
Complete Zoning Bylaw rewrite							

Project / Initiative	2025	2026	2027	2028	2029	TBD	Notes
Review Subdivision and Development Servicing Bylaw							
Review Pound and Animal Control Bylaw							
Transit study / plan for future transit expansion and route redesign							
Transit fleet electrification / replacement plans							6
Transit fare review and evaluate options to provide free transit							3
Transit – review multiple payment methods							3
Expand the transit network to employment areas (Industrial Park)							3
Transportation Master Plan							
Complete Streets Plan							
Agricultural Plan / Food Systems Plan							
Urban Forestry Strategy							
Youth Strategy							3
Update Arts and Culture Master Plan							3
Guidelines for alternations for buildings on the Heritage Register							3
Management plans for City owned heritage buildings and properties							3
Corporate Business Continuity Plan							7
Develop a secondary housing market monitoring report							3
Rental housing (RTE) revitalization tax exemption program							3
Water source protection strategies for potable water supply sources							3
Update Water Conservation Plan							3
Reassess storm water ditches in Salmon River Valley							
Industrial Servicing Plan							
Policy regarding the diversion of construction and demolition waste							
Downtown Waterfront Master Plan							
Develop policy for multi family solid waste and recycling collection facilities							3

Project / Initiative	2025	2026	2027	2028	2029	TBD	Notes
Policy for funding the acquisition of additional rights-of-way							3
Update Environmentally Sensitive Riparian Development Permit Area							3
Steep slopes Development Permit Area							3
Development Permit Area for marinas on Shuswap Lake							3
Create a Wildfire Interface Development Permit Area							3
Create FireSmart BC aligned landscaping standards							3
Expand fire smart initiatives and wildfire related educational programming							3
Development of a School Site Acquisition Costs program							3
Community safety measures in rural and agricultural areas							3
Develop a place naming policy							3
Feasibility of water services between Canoe and the Wharf and between Canoe and Herald Provincial Park							3

NOTES:

1. As noted above, implementation of the complete active transportation will take years to complete in its' planned form. There are logistical and financial barriers that prevent it from being done quickly.
2. Redevelopment plans for a single facility could be undertaken at the same time as the service delivery / asset management plan, as well as more strategic facility redevelopment plans. One facility could be advanced at the same time as these other plans.
3. An opportunistic option of relatively low effort that could be undertaken in any year if the opportunity arises and adequate time, staff and funding can be sourced.
4. This project has to follow after the facility redevelopment plan so that the nature and scope of funding needed is understood.
5. These projects should be prioritized as part of the approval of the Climate Change / Resiliency Plan.
6. This project can be undertaken once the future transit study / plan is complete.
7. A Business Continuity Plan is required under the *Emergency and Disaster Management Act* [SBC 2023] Ch. 37.
8. The initial plan for the High Density Area could be completed as part of the Zoning Bylaw review, followed by the second as time and resources are made available.

Ongoing Engagement

A number of options for ongoing engagement in the community were raised as part of the public engagement process to develop the OCP. These included:

Student council / advisory body

This body would be able to provide guidance to Council from a youth perspective. Previously a “shadow council” had been used by the City, as a civic education and youth engagement program with Kwsaltktnéws ne Secwepemcúl'ecw School District No. 83. Previously students rotated in to sit beside staff at a Council meeting, providing comment and guidance. A terms of reference to reform the body would be needed to make it current and effective.

Resident assembly

Similarly, a resident body or group could be created to provide ongoing feedback to Council. It would be engaged on matters of interest at the discretion of Council, and could provide a more comprehensive form of public feedback, compared to neighbourhood groups or committees. It could be formed by a representative group of community residents selected through a defined process to provide ongoing feedback to the City, and help in defining what matters most to the community over time, as an inclusive process and continuing form of community engagement. By bringing together a diverse group of citizens to learn, consider and work toward consensus based recommendations, the assembly represents a proactive and inclusive approach to community engagement. A terms of reference should be developed if this approach is selected.

Climate Change Committee

This is a recommendation to form a citizen climate change committee specifically to assist in the review and development of climate change / resilience related plans and the review of the implementation of such plans. This action is already underway.

Implementation - Annual Reporting

Reporting on implementation progress would be undertaken as part of the City's Annual Report, using an existing reporting mechanism, rather than creating a separate and independent reporting mechanism.

In order to provide an accountability structure within the Annual Report on the OCP, a set of significant metrics or Key Performance Indicators (KPIs) should be developed. This will allow progress against these metrics could be measured across time to determine if the OCP policies are moving the community towards the stated objectives. To keep the reporting at a manageable level, between 1 and three KPIs per policy section should be developed.

18. Development Permit Area Guidelines

- A. Environmentally Sensitive Riparian Areas Development Permit Area
- B. Multi-Family Residential Development Permit Area
- C. Infill Residential Development Permit Area
- D. Downtown Commercial Development Permit Area
- E. Highway Service/Tourist Commercial and Neighbourhood Commercial Development Permit Areas
- F. Industrial Development Permit Area
- G. Potential Hazard Areas Development Permit Area
- H. Farm Protection Development Permit Area

A. Environmentally Sensitive Riparian Areas Development Permit Area (DPA)

Designation

Pursuant to Section 488(1)(f) of the *Local Government Act*, all Environmentally Sensitive Riparian Areas shown on Map H - Environmentally Sensitive Areas are designated Environmentally Sensitive Riparian Areas DPAs. These DPAs affect all parcels of land adjacent to or containing a watercourse or stream as defined in the Riparian Areas Protection Regulation. The Environmentally Sensitive Riparian Areas DPA is equivalent to the riparian assessment area of the Riparian Areas Regulation RAPR, and means:

- a) for a stream, the 30 metre strip on both sides of the stream measured from the high water mark;
- b) for a ravine less than 60 metres wide, a strip on both sides of the stream measured from the high watermark to a point that is 30 metres beyond the top of the ravine bank; and
- c) for a ravine 60 metres wide or greater, a strip on both sides of the stream measured from the high water mark to a point that is 10 metres beyond the top of the ravine bank.

Objectives

To protect Environmentally Sensitive Riparian Areas that, through their protection, will help in meeting the following objectives:

- a) protection of environmentally sensitive areas;
- b) prevention or reduction of air, land, and water pollution;
- c) protection of quality and quantity of groundwater and surface water;
- d) conservation of scarce resources; and
- e) protection of fish and fish habitats.

Application

Unless a Development Permit waiver has been issued, all properties shown as Environmentally Sensitive Riparian Areas on Map H - Environmentally Sensitive Areas will require a Development Permit prior to:

- a) alteration of land;
- b) subdivision; or
- c) construction of, addition to, or alteration of a building or structure. For information, development as defined in the Riparian Areas Regulation means any of the following associated with or resulting from the local government regulation or approval of residential, commercial, or industrial activities or ancillary activities:
- d) removal, alteration, disruption or destruction of vegetation;
- e) disturbance of soils;
- f) construction or erection of buildings or structures;
- g) creation of non-structural impervious or semi-pervious surfaces;
- h) flood protection works;
- i) construction of roads, trails, docks, wharves, and bridges;
- j) provision and maintenance of sewer and water services;
- k) development of drainage systems;
- l) development of utility corridors; and
- m) subdivision as defined in the Local Government Act.

Exemptions

A Development Permit is not required if the proposed project or development consists only of:

- a) Actions and activities performed by federal, provincial or City staff or their contractors to prevent, control, or reduce flooding, erosion, slope failure or other immediate threats to life or property, including:
 - i. emergency flood or erosion protection works;

- ii. clearing of an obstruction from a bridge, culvert or drainage flow;
 - iii. repairs to bridges or safety fences.
- b) The emergency removal of dangerous or hazardous trees or tree limbs;
- c) The implementation or construction of a fish habitat restoration plan previously authorized by the relevant federal or provincial agencies;
- d) The construction or maintenance of public facilities by federal, provincial or City agencies;
- e) A renovation or alteration that does not expand the existing building footprint; and in the case of an exterior renovation or alteration does not include any action that would be considered a disturbance of the feature being protected;
- f) Where the development is within a Riparian Assessment Area but is separated from the waterbody by a developed public road right-of-way, provided that the development does not negatively impact the SPEA on the opposite side of the road; and
- g) for farm or agricultural activities which are subject to the Farm Protection (Right to Farm) Act (where the Riparian Areas Regulation does not apply to agriculture). Other legislation such as the Federal Fisheries Act or the Provincial Water Sustainability Act may apply to farm or agriculture activities.

Waivers

Before making application for a Development Permit, property owners or their agents may submit a "Waiver Application" to determine whether the proposed development qualifies for a waiver of the Development Permit process. Qualifying projects may be issued a waiver in the following circumstances:

- a. The registration of a restrictive covenant on the subject property by the owner in favour of and to the satisfaction of the City that protects the riparian assessment area from development as defined in the Riparian Areas Regulation and specifies how the area is to be protected and/or maintained.
- b. Notification to the City by the Ministry of the Environment that an assessment certified by a Qualified Environmental Professional to identify the streamside protection and enhancement area has been approved in accordance with the Riparian Areas Protection Regulation and the registration of a restrictive covenant on the subject property by the owner in favour of and to the satisfaction of the City that protects the streamside protection and enhancement area identified in the assessment and specifies how the area is to be protected and/or maintained.

An applicant for a Waiver may be required to submit a plan prepared by a Qualified Environmental Professional (QEP) that identifies the high water mark (and/or top of ravine bank) and the boundaries of the riparian area assessment area and/or the streamside protection and enhancement area as identified in a certified assessment prepared by the QEP. The plan may be required to be a schedule as part of a restrictive covenant registered as a condition of a Waiver approval, and as such would need to be prepared by a BC Land Surveyor (BCLS).

Any breach of the Waiver terms may result in the cancellation of the waiver. Such cancellation may require that the property owner apply for a Development Permit. The granting of a Waiver does not absolve the applicant from other necessary approvals (e.g. Building Permits etc.). Where a Waiver cannot be granted, a Development Permit will be required before the project can proceed.

Guidelines

1. In issuing conditions relating to a Development Permit Waiver or in issuing Development Permit conditions, the City may specify how Development Permit objectives can be satisfied. This includes, but is not limited to, consideration of the following:

- a) Protect unique or special natural features such as land forms, rock outcroppings, mature trees and vegetation, drainage courses, wetlands, hilltops and ridge lines;
- b) Retain mature vegetation wherever possible;
- c) Use low-flow or drip irrigation systems that minimize the use of water;
- d) Where land and/or natural vegetation is disturbed or damaged, restore the area with plants indigenous to the area or other appropriate plants;
- e) Not obstructing or causing impediments to the channel or flow of a stream, creek, watercourse, ditch, drain, or sewer whether or not it is located on private property; and
- f) Retain, in a largely undisturbed state throughout and after the development process (unless there exists a hazardous condition which can only be addressed by disturbing the site), an area of land immediately adjacent to the watercourse or stream as defined in the Riparian Areas Regulation. The area to remain free of development is referred to as the riparian assessment area.

2. The width of the riparian assessment area shall be as defined in the Riparian Areas Protection Regulation. Relaxation of a SPEA may be considered only by notification to the City by the Ministry of Environment that an assessment certified by a Qualified Environmental Professional to identify the streamside protection and enhancement area has been prepared in accordance with the Riparian Areas Regulation.

3. The City may consider Zoning Bylaw variances, where necessary, in order to prevent, or minimize encroachment into the riparian assessment area. The changes that may be considered include, but are not limited to:

- a) Reducing setbacks;
- b) Increasing the allowable site coverage of buildings;
- c) Increasing maximum building height; and
- d) Reducing parking space requirements.

4. In order to determine the location of an Environmentally Sensitive Riparian Areas DPA on a parcel, a property owner/agent may be required to submit a plan prepared by a BC Land Surveyor (BCLS) that identifies the high water mark (and/or top of ravine bank) and the boundaries of the riparian area assessment area and/or the streamside protection and enhancement area as identified in a certified assessment prepared by a Qualified Environmental Professional.

5. The City may, in order to achieve satisfaction of the above-noted guidelines, issue a Development Permit that:

- a) imposes conditions respecting the sequence and timing of construction.
- b) varies a bylaw dealing with subdivision servicing requirements (by Council) or zoning requirements (other than issues relating to use or density).
- c) includes requirements and conditions or sets standards for:
 - areas of land that must remain free of development, except in accordance with any conditions contained in the permit;
 - specified natural features or areas to be preserved, protected, restored or enhanced;
 - creek beds to be returned to the Crown;
 - Riparian Areas to be protected;

- works to be constructed to preserve, protect, restore or enhance natural watercourses or other specified natural features of the environment including the incorporation of xeriscape (drought resistant, low water requirement) planting;
- protection measures, including that vegetation or trees be planted or retained in order to:
 - conserve, protect, restore or enhance fish habitat or riparian areas;
 - control drainage; and
 - control erosion or protect stream/watercourse banks.

6. The City may, where a Development Permit Waiver or Development Permit is required, request the applicant to provide, at the applicant's expense, development approval information:

- a. Development approval information may be required if the effects of the proposed development in relation to Development Permit objectives, Official Community Plan (OCP) policies, and other City bylaws and regulations cannot be fully assessed based on information otherwise available. Development approval information will be used to assist the City in determining conditions or requirements to be imposed in the permit;
- b. Development approval information may include, in accordance with the Riparian Areas Regulation, an assessment approved by the Province to identify the riparian assessment area and/or streamside protection and enhancement area; and
- c. Development approval information may include a plan prepared by a BC Land Surveyor (BCLS) that identifies the high water mark (and/or top of ravine bank) and the boundaries of the riparian assessment area and/or the streamside protection and enhancement area as identified in the certified assessment prepared by the Qualified Environmental Professional.

7. The City may, where a Development Permit is required, require the registration of a restrictive covenant on the subject property by the owner in favour of and to the satisfaction of the City of Salmon Arm that protects the SPEA area identified in a certified assessment prepared by a Qualified Environmental Professional and specifies how the area is to be protected and/or maintained.

B. Multi-Family Residential Development Permit Area Designation

Pursuant to Section 488(1)(f) of the *Local Government Act*, all land within the Medium and High Density Residential designated areas, as shown on Map A - Land Use, is designated “Multi-family Development Permit Area” and shall require a Development Permit (DP) for all residential development comprised of more than four (4) dwelling units.

Objectives

To promote quality building, site and landscape design with high architectural standards that support the objectives of this Official Community Plan (OCP).

To ensure new multiple family housing development projects respond to and address local site conditions.

To promote landscape design requiring enhanced parcel permeability and tree cover.

To encourage safe pedestrian and vehicle access within and around multi- family developments.

To encourage the development of safe, functional, and livable multi family developments and neighbourhoods.

Application Submission Requirements

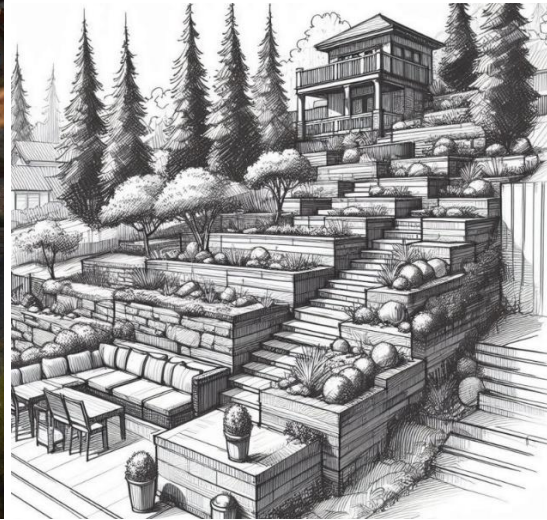
Development Permit application submissions must meet the following minimum requirements:

- a. Site plans must be scaled and include dimensioned parcel boundaries and setbacks; pedestrian and vehicular access and parking layouts; refuse and recycling container areas; and any mechanical equipment;
- b. Grading and drainage plans must indicate existing and proposed grades, proposed building floor elevations, coverage, layout, and elevations at top and bottom of steps and retaining walls; and surface materials with calculations of permeable surfaces, on-site infiltration areas and proposed stormwater management;
- c. Architectural drawings, prepared by a registered architect or qualified professional compliant with the BC Architect Act, must illustrate building design, massing, materials, finishes and colours;
- d. Landscape plans, prepared by a registered landscape architect or qualified/experienced horticulturalist, must indicate existing vegetation to be retained and protected; hard surfacing; steps and retaining walls; a planting plan and list showing the number, species and sizes of proposed plants. The extent and type of irrigation, and amenity features, e.g. site furniture, play areas, gathering areas; and address/directional sign plan; and
- e. Applicants are recommended that prior to commencing a DP submission preparation, to consult with the Planning Department to determine any site-specific requirements and considerations.

Site and Building-Siting Guidelines

The design approach to the site and building siting shall:

- a. take advantage of existing site topography while retaining as much natural vegetation, especially mature healthy trees, and unique site features as possible;
- b. minimize the use of monolithic retaining walls where possible, and to break any retaining structures into stepped, smaller increments not exceeding 2.0 in height for any single retaining wall;



Stepped retaining walls

- c. situate the building(s) in relation to these site features and amenities, parks, greenways, etc. delineating clearly between public, semi-private and private spaces;



Public, private and semi-privates spaces are clearly defined

- d. consider the safety and security of residents in the design and layout of the development with a focus on Crime Prevention through Environmental Design (CPTED) principles;
- e. strongly discourage walled or gated developments that completely block off visibility from the street;
- f. set parking away from the dominant street frontage with clear safe vehicle ingress/egress;



Screen parking areas from the street



- g. provide and design quality outdoors spaces for residents that foster social gatherings, physical fitness for all ages, structured or unstructured play, and/or gardening;



Create quality gathering spaces



- h. prioritize on-site outdoor children's play areas in landscaped areas for those developments located in excess of 400m of a public playground;
- i. create safe non-vehicular transportation connections from the dominant street frontage and access points to all of the buildings outdoor spaces;



Create safe pedestrian connections to buildings

- j. create pedestrian and cycling connections that provide both internal connectivity and efficient links to existing or planned neighbouring sidewalks and trails on adjacent streets or adjacent developments;



Create safe bicycle connections

- k. provide bicycle parking (racks or lockers) indoors in secure areas with good visibility, access, and lighting, and located preferably near entrances. Exterior bike parking should be covered where possible; and
- l. minimize the impact of building shading on adjacent residences and outdoor use areas.

Architectural Guidelines

1. Design buildings with varied facades and visual interest, with variation of facades with setbacks or projections of 0.75 metres or more; large scale, monolithic or bland blocks of buildings are discouraged.

2. Design all buildings with universal design principles in mind, including:

- being useful and marketable to people with diverse abilities;

- accommodating a wide range of individual preferences and abilities;
- being simple and intuitive use and should be easy to understand;
- communicating necessary information effectively to the user;
- minimizing hazards;
- being efficiently and comfortably usable;
- appropriately size and spaces regardless of user's body size, posture, or mobility.

3. The requirements for varied and articulated facades will be considered in conjunction with meeting the building performance requirements of the BC Energy StepCode or Zero Carbon “Steps” and accommodations made to meet these requirements.



Articulate building massing

4. Designs should incorporate a wide variety of roof styles, provided rooftops are well organized and attractive when seen from above, neighbouring buildings and the street.

5. Design buildings with well defined entries and walkways from entries to the street or circulation systems, and consider weather protection over entry points, balconies and porches when possible.



Homes with defined entries that face the street

6. Design buildings with ground floor residential units that provide a front door and direct access to the exterior where possible.

7. All dwelling units should have easy access to useable private or semi-private outdoor amenity space.



Provide private and semi private spaces

8. Design buildings with parking garages or carports facing away from the street as much as possible, in order that the vehicular access is not a dominant design element.



Garages don't dominate the street

9. Use a mix of durable and high quality building materials with consideration to maintenance and the integration of natural materials where possible.
10. Design and finishes of accessory structures/buildings shall be consistent with the architecture of the principal buildings.
11. Enable natural light into interior spaces and outdoor use areas to reduce the energy needs, using passive solar principles where possible.
12. Consider the use of alternative technologies for on-site energy production, e.g. solar, micro wind turbines, geothermal, fuel cells and heat pumps.
13. Include areas for secure bike storage and parking in all multi family developments, particularly in apartment buildings where each unit may not have direct access to the ground floor. Bicycle racks, lockers or indoor storage should be provided in a secured area with good visibility, access, and lighting, and located preferably near entrances. Exterior bike parking should be covered where possible.
14. Screen roof top mechanical equipment from views in a manner that is consistent with the architectural design of the building. Locations of ground level air conditioning units and HVAC mechanical equipment should be sited in a manner that does not impact adjacent residential lots. Screening of on-grade large mechanical equipment with noise and vibration abatement material is encouraged.
15. Exceptions to Development Permit Area (DPA) guidelines or variances to building projections into minimum setback areas and minor variances to maximum building height established by the Zoning Bylaw may be considered for energy efficient buildings that commit to achieve BC Energy StepCode or Zero Carbon "Steps" in excess of the requirements of the Building Bylaw.

Landscape and Screening Guidelines

1. Maximize the amount of landscaped areas on site and minimize the amount of impervious paved surfaces to increase the natural infiltration (absorption) of rain water and to provide a more natural character.
2. Limit mowed ornamental grass lawn areas to highly visible areas and locations used for recreation in order to maximize areas for native, diverse and low maintenance vegetation.
3. Select trees and other plants that will be readily established and provide significant visual impact upon planting, without adversely affecting daylight or sunlight penetration into buildings, areas for food growing or open spaces when fully grown.
4. Select and plant native and/or drought tolerant trees and plants suitable for the local climate, using the City's "Landscape Standards and Recommended Species Guide" (as amended from time to time) as a reference.
5. Trees should provide adequate shade to any outdoor amenity, social areas and play spaces.
6. Design the landscape plan with maintenance requirements in mind.
7. Developments are encouraged to incorporate native, low maintenance and xeriscape (drought resistant, low water requirement) concepts in landscape plans.
8. Encourage the use of water filtration/re-use systems that collect stormwater and rainwater for irrigation.
9. Design the landscape plan to limit the need for irrigation, and limit necessary irrigation to any landscape areas dedicated to food production.
9. Developments are encouraged to incorporate species and plantings in accordance with FireSmart BC Landscaping Best Practices.
10. Consider energy efficiency and conservation in landscape design, e.g. moderate wind, provide shade in summer, allow sunlight and daylight into buildings.
11. Locate walkways and amenity areas (plazas, courtyards, patios, etc.) away from vehicular traffic, with maximum accessibility to residential units, and accentuate them with landscaping.
12. Plant a uniform alignment of street trees along public streets at the spacing recommended by the City. Appropriate spacing is 15 metres along arterials, 10 metres along local and collector roads, lower spacing for smaller trees. If boulevard tree planting is not feasible along a street right-of-way, then tree planting along the front and exterior lot boundaries may be required at appropriate intervals. For street tree selection along public boulevards, use the City's "Landscape Standards and Recommended Species Guide" (as amended from time to time) as a reference.



Provide street trees

13. Visual screening in the form of solid landscaping and/or fencing may be required along some segments of a site's perimeter, in particular along interior and rear lot lines and around outdoor storage areas.

14. Where landscaping for visual screening is required, plants selected shall be of sufficient height at maturity to provide a continuous screen not less than 2 metres in height and planted at a sufficient density to provide a hedge effect. Alternate screening measures such as decorative solid fencing or decorative walls not less than 2 metres in height may be considered instead of or in combination with planting.

15. Avoid using fences along street frontages to screen the development. Where a fence is unavoidable, use a transparent fence, e.g. lattice, metal, and add landscaping that allows views into and from the development.

16. Design location and directional signs (consistent with the City's address/directional sign guidelines), maps and mail box locations to be low profile, ground oriented and externally lit with low intensity fixtures accentuated by landscaping.

17. Locate refuse and recycling container areas and structures where they are accessible to residents and for servicing, screen them with an appropriate durable enclosure, and provide landscaping around the enclosure where possible. Avoid direct exposure of refuse and recycling areas to public streets.

18. Developments are encouraged to include space for food garden spaces and spaces for food production.

19. Consider the provision of a composting system to generate materials that can be used for landscape maintenance or garden plots on the site.

Access, Circulation and Parking Guidelines

1. Design the internal road system to discourage speeding, and provide safe pedestrian routes from sidewalks and parking lots to building entrances.

2. Providing shared driveway access and shared parking areas should be considered whenever possible.
3. Parking areas shall be hard surfaced in accordance with the Zoning Bylaw.
4. Include areas for convenient guest parking when necessary. Smaller visitor parking areas, in close proximity to individual units or buildings, are favoured over large parking areas. Include areas design to accommodate snow collection and storage for the winter months (these areas can be shared with parking requirements).
5. Reduce the amount of asphalt paving and introducing other materials where possible, preferably permeable, e.g. permeable pavers, reinforced grass such as Grass-Pave.
6. Encourage bio-swales, permeable paving, and other design techniques that allow greater infiltration of water in and around parking areas.
7. Provide curb let-downs from accessible parking spaces to buildings.
8. Avoid parking areas where possible in front yards. In parking areas in excess of 20 stalls, intersperse intensively landscaped islands or bioswales at least 1.5 metres wide, planted with hardy vegetation and shade trees. Provide landscaping at the ends of parking rows, within and around parking lots as needed to define parking clusters, increase human comfort, provide visual relief, and increase infiltration of rain water.



Landscaped islands in parking areas



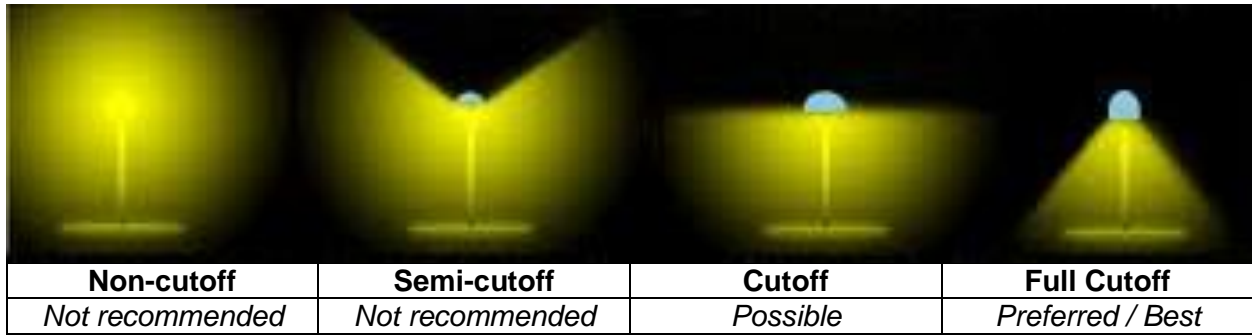
9. Encourage shared driveways to units with individual vehicular access.
10. Encourage underground or below grade parking that is well-lit and secured.

Lighting Guidelines

1. All exterior lights should emit the minimum illumination level required for safety and should not exceed 3000K light colour temperatures to reduce light pollution and nuisance.
2. Exterior lighting should be directed or shielded to illuminate the ground so as to not create unnecessary glare or light trespass on adjacent properties.

3. All light fixtures shall be full cut-off fixtures mounted such that no light projects above the horizontal plane.

4. Non-full cutoff fixtures may be used where the architecture of the building restricts light above the horizontal plane or the luminaire is mounted less than 1.0m above grade for the purpose of pedestrian lighting.



Exemptions

Development permits under this section are not required for the following:

- a. subdivision;
- b. interior renovations;
- c. exterior renovations which do not require a building permit;
- d. an addition of less than 100 square metres of floor area, provided the design is consistent - as determined by the City - with the form and character of existing buildings;
- e. an accessory building of less than 100 square metres of floor area, provided the design is consistent - as determined by the City - with the form and character of existing buildings;
- f. development of a duplex that is not part of a multiple unit development, strata or fee simple; and
- g. development of a single family dwelling, a secondary suite and/or accessory dwelling unit qualifying that the Infill Residential Development Permit Area (DPA) may apply.

C. Infill Residential Development Permit Area

Designation

Pursuant to Section 488(1)(f) of the *Local Government Act*, all land within the Low, Medium and High Density Residential designated areas shown on Map A - Land Use, is designated “Infill Residential Development Permit Area” and shall require a Development Permit for cases where three (3) or four (4) detached dwelling units are proposed to be developed on a single parcel where permitted by the Zoning Bylaw.

Objectives

To positively contribute to and integrate quality higher density ground-oriented housing within the context, scale and fabric of the streetscape in mainly large-lot residential neighbourhoods.

To secure well-considered landscaping and site planning that provides quality private outdoor living space for each dwelling unit; provides a clear transition between the private and public realm; and protects and preserves mature trees.

To ensure that building design including massing, cladding materials and window placement are well considered and contribute positively to the neighbourhood without unduly compromising the privacy of adjacent dwelling units and properties.

To secure clearly identified and accessible pedestrian and emergency services access to all dwelling units as well as the provision of adequate servicing, on-site parking and safe vehicle access from the public road.

Submission Requirements

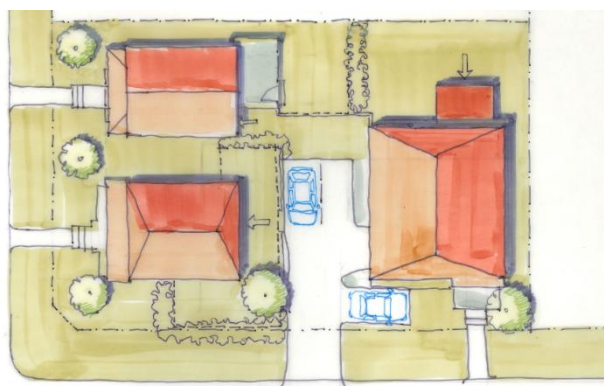
For required drawing submissions, see the requirements of the Multi Family Residential Development Permit Area (DPA) section. This Infill Residential DPA shall have the same requirements.

Streetscape and Site Concept Guidelines

1. Respect and be generally consistent with the area streetscape by considering surrounding building heights, scale, and setbacks - despite build-out limits allowed by zoning. For example, limit significant height differences between proposed and existing development by stepping down dwelling massing to reflect the scale of surrounding homes.

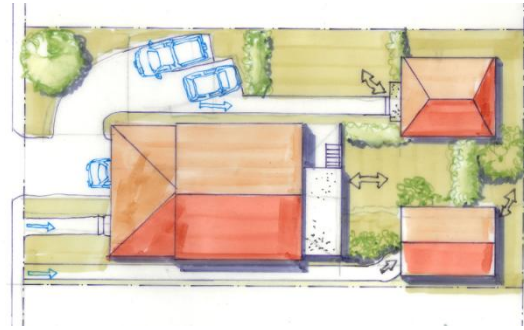
2. Overall design should respond to site characteristics; for example, taking advantage of views, topography and solar/wind orientation. Consider the location of adjacent pedestrian/trail/ cycling networks.

3. Individual dwellings must not comprise of identical repeated designs; instead, they should be distinct in massing with some variation of unit size and façade design - all while achieving cohesion on the overall parcel.



4. Infill dwellings should improve upon and reflect the attributes of adjacent homes (e.g.: roof styles, porches, entrance features, materials). Where a neighbourhood may contain neglected properties, the development should set an improved standard for infill going forward.

5. Individual dwelling units should face and have entrances oriented to and visible from a fronting street wherever possible. In the case of parcels with flanking or double frontages, building design should also address these streets through the orientation of entries and windows.



Landscape and Site Plan and Guidelines

1. Design the site and locate buildings so as to protect mature trees, where possible; and, if trees cannot be protected or if there are no trees, ensure that adequate space will protect root systems and allow shade trees to reach mature size.

2. Consider landscaping strategically, for example: to frame building entrances; soften edges; screen parking and waste bins; break up long building elevations; enhance privacy; and manage snow and storm water storage.

3. Maximize permeable surfaces across the entire parcel. Developments with extensive nonporous concrete, asphalt, and solid roofs will not be supported. Use low fencing, gates, landscaping and a modest change in grade to define transitions from the public right of way to the private realm.

4. Link unit entrances to public sidewalks and parking via an accessible path of a minimum 1.2 metres width, and be adequately illuminated for pedestrian safety but not cast nuisance light into other dwellings and yards (see Figure 1).

5. Design and delineate a semi-private sheltered or recessed transition space at the front door of each dwelling unit. Carefully consider unit way-finding to minimize confusion for visitors (or emergency services).

6. Design each dwelling unit to have direct access to its own designated private outdoor amenity space that maximizes sun and daylight and can be used year-round.

Maximize the privacy of units on site and on neighbouring properties by minimizing “overlook” and direct sight lines between dwellings through strategies such as:

- off-set window locations in facing walls;
- consider dormers or clerestory windows for light;
- use of landscaping or screening;
- locate doors and patios to minimize potential noise and nuisance between units; and
- setback, angle or articulate facades where windows may compromise privacy.



Figure 1
Down-lights & signs at access path to units

7. Developments are encouraged to incorporate species and plantings in accordance with FireSmart BC Landscaping Best Practices.

8. Developments are encouraged to include space for food garden spaces and spaces for food production.

Building Design Guidelines

1. Ensure that each building is unique, but the development remains cohesive, sharing an architectural style, proportions, and material palette.

2. Consider focal points at entrances, generous glazing, porches and other architectural features to emphasize the ground floor as the highest design priority.

3. Avoid blank monolithic walls by incorporating windows and articulating the façade with well-proportioned recesses/projections, reinforced by building material changes and with two or at most three durable, quality exterior cladding materials. Vinyl siding is discouraged.

4. The requirements for varied and articulated facades will be considered in conjunction with meeting the building performance requirements of the BC Energy StepCode or Zero Carbon “Steps” and accommodations made to meet these requirements.

Servicing, Access and Parking Guidelines

1. Ensure that vehicle access is via one shared driveway off the secondary street or lane, where available, and minimize the impact of headlights shining into unit windows. Where vehicle access is only available via the primary street, provide for safe access/egress, eliminating the need for vehicles to back onto the public road.

2. Ensure that on-site parking is integrated in one common area or structure, preferably enclosed or screened, to eliminate the need to access parking and garages within individual units.

3. Minimize internal vehicle circulation. Where it is necessary, consider that it may serve as additional shared amenity space using strategies such as quality permeable materials (e.g. interlocking, permeable pavers), providing useable gathering and playing areas (and not large, monolithic paved areas).

4. Ensure the common utility and water service location is protected and remains accessible for service providers.

5. Ensure the site provides for combined solid waste pick-up/bin storage that is enclosed or otherwise screened from view.

D. Downtown Commercial Development Permit Area

Designation

Pursuant to Section 488(1)(f) of the Local Government Act, all land located within the Downtown designated area, as shown on Map A - Land Use, is designated "Downtown Development Permit Area".

Objectives

To promote quality building, site, landscape and streetscape design with the highest level of architectural standards.

To distinguish the Downtown as a leading precinct in urban design, supporting high levels of safe and varied pedestrian use and social interaction.

To provide the City with the ability to tailor new Downtown commercial development to local site conditions.

To promote environmentally sensitive building and landscape approaches.

Submission Requirements

Drawings submitted for a Development Permit application must meet the following minimum requirements:

Site plans must include:

- a. lot dimensions and setback dimensions taken from the building to all property lines; pedestrian and vehicular access and parking layout, with dimensions for parking stalls and travel aisles; solid waste and recycling container areas; any mechanical equipment at grade; and all surface materials such as paving and landscape areas;
- b. Grading and drainage plans indicating existing and proposed grades, proposed building floor elevations, location, layout, and elevations at top and bottom of all steps and retaining walls; and on-site infiltration areas and storm drainage;
- c. Drawings shall clearly indicate the materials, finish and colour of the buildings;
- d. A landscape plan must indicate existing vegetation to be retained and protected; hard surfaces; steps and retaining walls; mowed and rough grass areas; planting areas; and a planting plan with a plant list showing the number, species and sizes of proposed plants; extent and type of irrigation, and landscape amenity features, e.g. site furniture, gathering areas;
- e. Landscape design should integrate xeriscape and / or species that are suited to the local environment and the site conditions. Use of irrigation beyond landscape establishment is not encouraged;
- f. Building drawings shall be prepared by a registered architect;
- g. Landscape plans shall be prepared by a registered landscape architect or a landscape designer.

Siting and Building Guidelines

1. Design buildings to be consistent or complementary with the proportion, scale and massing of commercial buildings adjacent to the new development.
2. Design buildings that are comfortable and interesting for pedestrians rather than monolithic building massing.
3. Design all multi family residential buildings with universal design principles in mind, including:

- being useful and marketable to people with diverse abilities;
- accommodating a wide range of individual preferences and abilities;
- being simple and intuitive use and should be easy to understand;
- communicating necessary information effectively to the user;
- minimizing hazards;
- being efficiently and comfortably usable;
- appropriately size and spaces regardless of user's body size, posture, or mobility.

4. Use quality and durable building materials to emphasize character and maintain visual continuity.

5. Encourage outdoor spaces that permit an activity in the building to extend onto the sidewalk without obstructing pedestrian flow, e.g. patios, courtyards, terraces, landscaped areas.

6. On corner sites, locate the principal building entrance at the corner, and design this as a reference point or landmark. Where building entrances cannot be located at the corner, provide a landscaped area with seating and special features at the corner.

7. Consider the safety and security of pedestrians in the design and layout of the development with a particular focus on the following Crime Prevention Through Environmental Design (CPTED) principles:

- **Natural Surveillance:** a design strategy that is directed at keeping people under observation. It is based on a simple premise that a person will be less likely to act improperly if he or she can be seen. Natural surveillance is commonly associated with the establishment of clear sightlines. Natural surveillance can be complemented by mechanical forms of surveillance (closed circuit television) and/or organized forms such as security and police patrols.
- **Natural Control Access:** is based on the simple premise that a person who is confronted with a clearly defined and/or strategically developed boundary, will typically show it some deference by respecting the way it guides and influences their movement as they transition from public through private space. Natural forms of access control includes fences, low walls, landscaping, gates and any barrier that is natural for the environment including topographical features, sales counters and even distance.
- **Territorial Reinforcement:** is a design concept that realizes that physical design can create or extend a sphere of influence so that users develop a sense of proprietorship that is noticeable to the offender. It creates clear "public," "semi-public," and "private" spaces.

8. Site buildings to maximize available sunlight in public spaces.

9. Design buildings with segments to accommodate multiple storefronts. Avoid a continuous facade of more than 10 metres without a separately defined break or articulated portion.

10. The requirements for varied and articulated facades will be considered in conjunction with meeting the building performance requirements of the BC Energy StepCode or Zero Carbon "Steps" and accommodations made to meet these requirements.

11. Use local, durable and high quality building materials, integrating natural materials such as local stone, brick, and wood, as well as low-e glazing.

12. Screen roof top mechanical equipment from views in a manner that is consistent with the architectural design of the building. Do not locate intakes and outlets for ventilation adjacent to pedestrian walkways.



Legend

1. Building façade divided into segments to accommodate multiple storefronts
2. The use of local materials and earth tone colours
3. Sign banner consistent with adjacent building
4. Decorative treatment of second floor windows blends with street level façade treatment
5. Creative sign applications for corner buildings where applicable
6. Pitched roof design blends well with adjacent structure
7. Transom windows on second unit provide interest
8. Rooftop HVAC equipment is concealed
9. Existing building with new façade treatments
10. New three storey building provides height and massing consistency along the street

Figure 1: Infill Building Design

13. The design of this building incorporates key desired principles such as:

- a pitched roof (6:12 – 12:12) with accents such as dormer windows
- a façade that is divided into smaller sections of 9 to 16 metres to provide an appropriate sense of scale and massing
- a setback for landscape and retail opportunities
- an architectural accent (for a building on a corner)



A good example of an interesting roof and a coordinated façade



A good example of the use of material – the main entrance is accentuated with stone, the façade is limited to two primary materials, stucco and stone

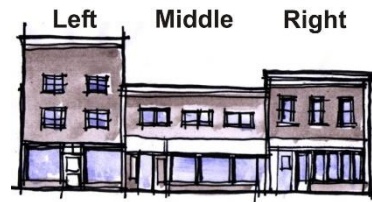


The use of local material such as stone on this building helps to create a strong identity and character in the City Centre

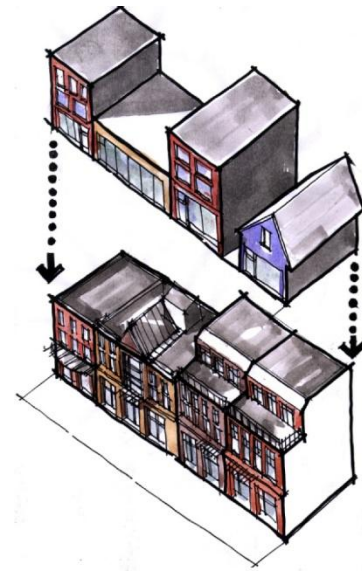
Figure 2: New Building Design



Photos A and B illustrate good examples of treatments for commercial building entrances, signs, and roof design



Left: a non-defined composition of the façade and poor proportions of the openings
 Centre: horizontally composed façade does not contribute to a small city streetscape
 Right: vertical composition of the openings provides great street rhythm and building proportions



Evolution from a streetscape with a mix of inconsistent massing and building proportions to a more harmonious and human-scale urban environment with well-designed architecture.

Figure 3: Building Treatment

Façade Design Guidelines

1. Provide unified architectural detailing on facades.
2. Design the ground floor with direct visual and physical access between the ground level and the street, with pedestrian-oriented uses and easily identifiable pedestrian access points.
3. Avoid blank walls on the first two storeys facing pedestrian areas, encouraging windows, detailing and art. Continue windows on higher levels facing pedestrian areas.
4. Maintain a consistent grade between the sidewalk and entrances or public areas in front of buildings, with barrier-free access to primary building entrances.
5. Provide weather protection for pedestrians through the use of canopies, awnings or arcades.
6. Incorporate signs as an integral part of façade design, coordinating with adjacent buildings where possible.

7. Design building facades to step back from the street above 2 storeys, considering the need to meet the building performance requirements of the BC Energy StepCode or Zero Carbon “Steps”.

8. Locate facades at the setback line, stepping back only for usable urban spaces or special features.



Figure 4: Façade design

Collectively, façade design can strengthen the pedestrian environment, enhance the visual character, and improve the economic and social vitality of a city block.



Façade design can include complementary materials that provide texture and contrast to add a sense of richness to the streetscape. Generous window placement also helps to create a successful retail environment.



A quality storefront design can greatly enhance the image of the retail business and the overall character of the street



The placement of windows and doors can be used to establish a rhythm along the street



Architectural detailing, signage and landscaping provide a well-defined and pleasing entrance



A good example of a façade redevelopment in the Downtown

Figure 5: Façade Design



Legend

1. Base panel or kick plate with architectural material to match character of building and local context
2. Storefront door
3. Display window to promote visibility of retail goods and indoor activity
4. Sign band for prominent display of retail establishment
5. Sign lighting with external light fixtures
6. Transom window
7. Colonnade pilaster and colonnade to provide all weather comfort for pedestrians
8. Glass or opaque canopy
9. Wood trim, accents and heavy wood timbers of pilasters and columns add character

Figure 6: Storefront/Façade Design

Landscape Design Guidelines

1. Design with an emphasis on street trees and landscaping.
2. Integrate public and private pedestrian and landscaped spaces.
3. Encourage public art in pedestrian and landscaped spaces.
4. Use quality materials for hard landscape construction to complement the high quality materials of the buildings.
5. Incorporate pedestrian scale lighting in outdoor use and landscaped areas.
6. Select trees and other plants that will be readily established and provide significant visual impact upon planting, without adversely affecting daylight or sunlight penetration into buildings, areas for food growing or open spaces when fully grown.
7. Select and plant native and/or drought tolerant trees and plants suitable for the local climate, using the City's "Landscape Standards and Recommended Species Guide" (as amended from time to time) as a reference.
8. Trees should provide adequate shade to any outdoor amenity or social areas.
9. Developments are encouraged to incorporate species and plantings in accordance with FireSmart BC Landscaping Best Practices.
10. In the landscape plan, consider finished site grades, utilities, views, shade and sun angles, needs for privacy or screening, user safety, maintenance and irrigation requirements, and all other typical site planning criteria.
11. Plant a uniform alignment of street trees along public streets at the spacing recommended by the City. Appropriate spacings are 15 metres along arterials, 10 metres along local and collector streets, lower spacing for smaller trees. If boulevard tree planting is not feasible along a street right-of-way, then tree planting along the front and exterior lot boundaries may be required at appropriate intervals.
12. For street tree selection along public boulevards, use the City's "Landscape Standards and Recommended Species Guide" (as amended from time to time) as a reference.
13. Perimeter landscaping to reduce the visual impact of parking may be required in some situations. This will typically be a combination of grass, low shrubs and deciduous trees to retain visibility.
14. Locate refuse and recycling container areas where they are accessible to businesses and to container pick-up trucks, screen them with an appropriate durable enclosure, and provide landscaping around the perimeter of the enclosure where possible. Avoid direct exposure of refuse and recycling areas to public streets.
15. Developments are encouraged to include space for food garden spaces and spaces for food production.

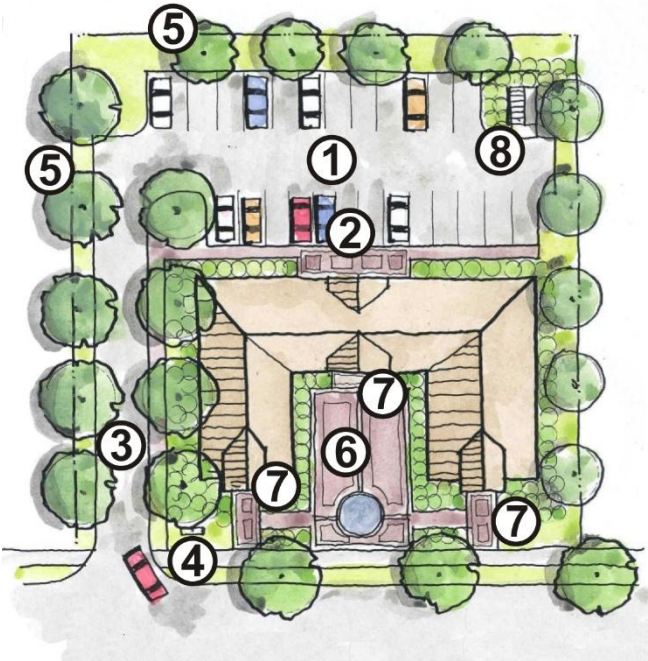


Figure 7: Site Design

Legend

1. Parking to the rear of building
2. Pedestrian access at rear of building from parking
3. Two-way vehicular access drive
4. Opportunity for entrance and signage identification
5. Perimeter landscaping to screen parking and provide a buffer from adjacent properties
6. Opportunity for additional retail space or courtyard with pedestrian elements and landscape features
7. Identifiable building entrances
8. Utilities and storage contained and screened

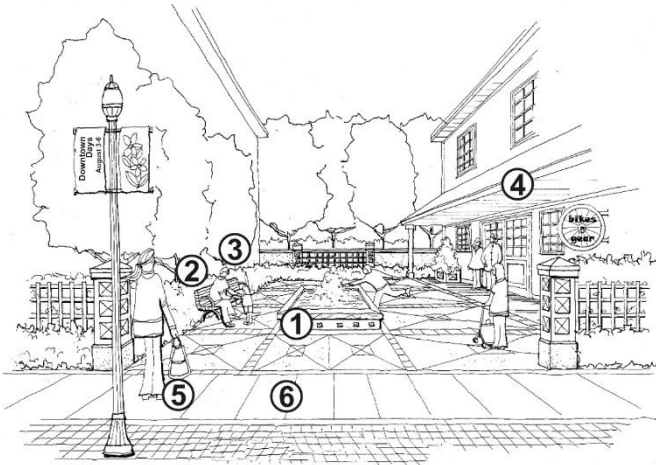


Figure 8: Courtyard Design

Legend

1. Focal point of courtyard – sculpture, water or landscape feature
2. Lighting, benches and site furniture
3. Vegetation to provide interest and comfort
4. Access to buildings and adjacent facilities such as parking
5. Courtyard is open to the street to create a safe environment and promote retail activity
6. Accessible surfaces to accommodate non-vehicular access from the street



Buildings with well-designed landscape treatments and rear lot parking contribute to a well designed, green and inspiring streetscape

Figure 7: Landscape Treatment



A colonnade can be constructed to improve non-vehicular access from rear lot parking areas



A building setback area can be used to maximize retail space and provide opportunities for landscaping

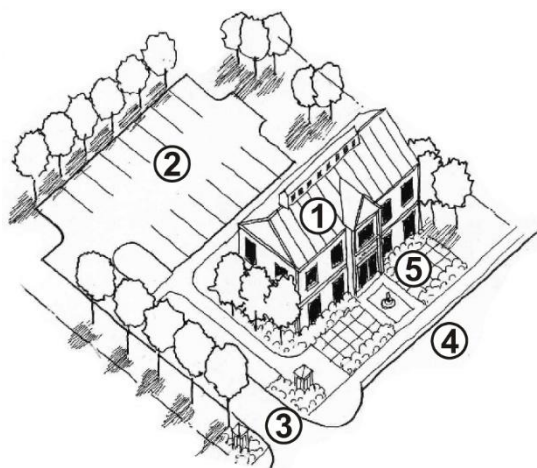


Figure 9: Building Setback Area

Access, Circulation and Parking Area Guidelines

1. Minimize potential pedestrian and vehicular conflicts through well defined streets and parking lot accesses that respect pedestrian corridors. Develop shared vehicular access points and parking lots where possible.
2. Locate parking lots at the rear of lots, or to the sides of buildings where parking is not possible at the rear.
3. Design parking lots for efficient circulation of all types of vehicles, with a layout that discourages speeding and provides safe pedestrian routes from parking lots to sidewalks and building entrances.

4. Maximize the amount of landscaped areas on site and minimize the amount of impervious paved surfaces to increase the natural infiltration (absorption) of rain water and to provide a more natural character.
5. Encourage bioswales, permeable paving, and other design techniques that allow greater infiltration of water in and around parking areas.
6. Provide curb let-downs to accommodate universal accessibility from disabled parking spaces to sidewalks and buildings.
7. In parking areas in excess of 20 stalls, intersperse intensively landscaped islands or bioswales at least 1.5 metres wide, planted with hardy vegetation and shade trees. Provide landscaping at the ends of parking rows, within and around parking lots as needed to define parking clusters, increase human comfort, provide visual relief, and increase infiltration of rain water.
8. Encourage underground or below grade parking that is well-lit and secured.



Legend

1. Building with strong visual connection to the street
2. Parking at rear of building
3. Two-way vehicular access
4. On-street parking where permitted
5. Landscape opportunity with direct connection to and access from the street

Figure 10: Parking Layout and Design



Figure 11: Streetscape

A combined driveway entrance can be incorporated to reduce potential pedestrian and vehicle conflicts. Organized traffic and vehicular access provides improved streetscape opportunities.

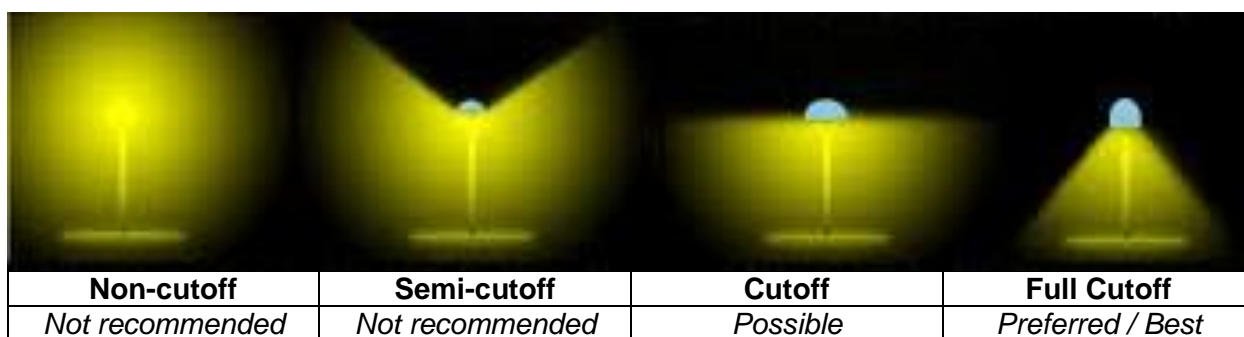
Exemptions

Development permits are not required in the Downtown Commercial Development Permit Area (DPA) for:

- a. interior renovations;
- b. an exterior renovation which does not require a building permit;
- c. an exterior addition with less than 100 square metres of floor area, in which the design is consistent with the form and character of the existing buildings as determined by the Planning Department;
- d. an accessory building with less than 50 square metres of floor area, in which the design is consistent with the form and character of the existing principal buildings as determined by the Planning Department; and
- e. a subdivision application.

Lighting Guidelines

1. All exterior lights should emit the minimum illumination level required for safety and should not exceed 3000K light colour temperatures to reduce light pollution and nuisance.
2. Exterior lighting should be directed or shielded to illuminate the ground so as to not create unnecessary glare or light trespass on adjacent properties.
3. All light fixtures shall be full cut-off fixtures mounted such that no light projects above the horizontal plane.
4. Non-full cutoff fixtures may be used where the architecture of the building restricts light above the horizontal plane or the luminaire is mounted less than 1.0m above grade for the purpose of pedestrian lighting.



E. Highway Service/Tourist Commercial and Neighbourhood Commercial Development Permit Areas

Designation

Pursuant to Section 488(1)(f) of the Local Government Act, all land located within the Commercial - Highway Service/Tourist designated area, as shown on Map A - Land Use, and all land located outside the Commercial - Highway Service/Tourist designated area zoned C-5 (Tourist Commercial Zone), is designated "Highway Service/Tourist Commercial Development Permit Area", and all land located within the Commercial -Neighbourhood designated area, as shown on Map A - Land Use, is designated "Neighbourhood Commercial Development Permit Area".

Except where specifically noted in this section, the following provisions relate to both Highway Service/Tourist Commercial and Neighbourhood Commercial Development Permit Areas (DPAs).

Objectives

To promote quality building, site and landscape design with high level architectural standards.

To ensure that commercial developments provide a positive impression of Salmon Arm along provincial highways, city roads and in residential neighbourhoods.

To encourage new commercial developments to promote safe non-vehicular access.

To promote environmentally sensitive building and landscape approaches.

Submission Requirements

Drawings submitted for a Development Permit application must meet the same minimum requirements as those specified in the Downtown Commercial DPA Section.

Siting and Building Guidelines

1. Design the site layout and building locations to:

- a. retain and protect important natural vegetation, rocks, and unique site features, including unique tree species, mature trees that are not a hazard, other significant vegetation;
- b. encourage the penetration of sunlight and natural light into interior spaces to reduce the energy needed for lighting and heating, using passive solar siting principles; and
- c. work with the existing topography, minimizing the need for cut and fill or tall retaining walls.

2. Orient building frontages and main entrances to the dominant street frontage, with well defined entries with walkways and bicycle access to the street.

3. Design all buildings with universal design principles in mind, including:

- being useful and marketable to people with diverse abilities;
- accommodating a wide range of individual preferences and abilities;
- being simple and intuitive use and should be easy to understand;
- communicating necessary information effectively to the user;
- minimizing hazards;
- being efficiently and comfortably usable; and
- appropriately size and spaces regardless of user's body size, posture, or mobility.

4. Locate parking lots at the rear of lots, or to the sides of buildings where parking is not possible in the rear.

5. Design portions of buildings visible from a provincial highway or city street with architectural interest, with design features such as varying roof lines, extensive glazing, well defined entrances, business-specific signage, and high quality exterior elements.

6. Consider the safety and security of businesses and customers in the design and layout of the development with a particular focus on the following Crime Prevention through Environmental Design (CPTED) principles:

- **Natural Surveillance:** a design strategy that is directed at keeping people under observation. It is based on a simple premise that a person will be less likely to act improperly if he or she can be seen. Natural surveillance is commonly associated with the establishment of clear sightlines. Natural surveillance can be complemented by mechanical forms of surveillance (closed circuit television) and/or organized forms such as security and police patrols.
- **Natural Control Access:** is based on the simple premise that a person who is confronted with a clearly defined and/or strategically developed boundary, will typically show it some deference by respecting the way it guides and influences their movement as they transition from public through private space. Natural forms of access control includes fences, low walls, landscaping, gates and any barrier that is natural for the environment including topographical features, sales counters and even distance.
- **Territorial Reinforcement:** is a design concept that realizes that physical design can create or extend a sphere of influence so that users develop a sense of proprietorship that is noticeable to the offender. It creates clear “public,” “semi-public,” and “private” spaces.

7. Screen roof top mechanical equipment from views in a manner that is consistent with the architectural design of the building. Screening of on-grade large mechanical equipment with noise and vibration abatement material is encouraged.

8. Design facades and rooflines of accessory structures and buildings in a manner that is consistent with the architectural design of the principal buildings.

9. Consider the use of alternative technologies for on-site energy production, e.g., geothermal, photo-voltaic and fuel cells, heat pumps.

Siting and Building Guidelines for Neighbourhood Commercial Development Permit Areas Only

1. Design buildings with varied facades and articulated roof lines, or design in a contemporary style that offers visual interest. The intent of this guideline is to discourage large bland buildings.

2. The requirements for varied and articulated facades will be considered in conjunction with meeting the building performance requirements of the BC Energy StepCode or Zero Carbon “Steps” and accommodations made to meet these requirements.

3. Use durable and high quality building materials, integrating natural materials such as local stone, brick, and wood, as well as low-e glazing.

4. Consider weather protection over entry points, balconies and porches, e.g. roof overhangs, or area inset below the floor above.

Landscape and Screening Guidelines

1. Maximize the amount of landscaped areas on site to increase the natural infiltration of rain water, with landscaping along adjacent streets and adjoining residential sites.

2. Design the landscape to define the edges of the site, and minimize the view of parking lots from the streets and adjacent residential sites.

3. Consider hard surface paving other than asphalt adjacent to streets to create more interest and reduce the visual impact of the asphalt.

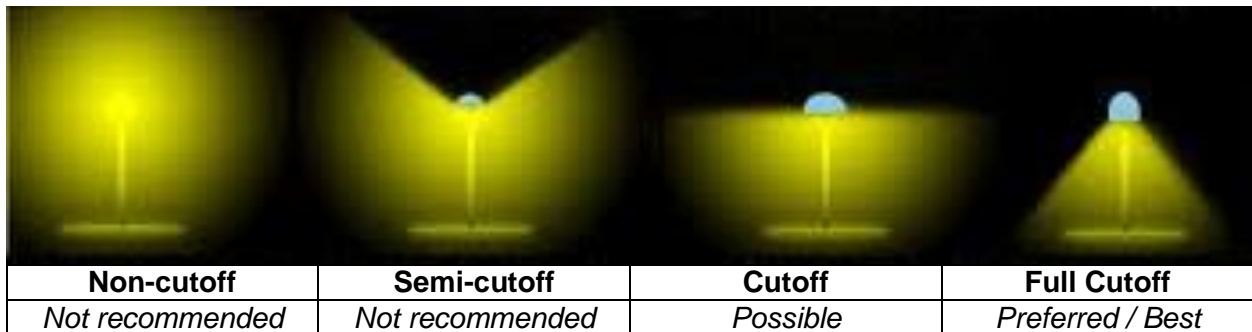
4. Select trees and other plants that will be readily established and provide significant visual impact upon planting.
5. Trees should provide adequate shade to any outdoor amenity or social areas, while not impacting areas for food growing.
6. In the landscape plan, consider finished site grades, location and heights of retaining walls, underground irrigation alignments, utilities, views, shade and sun angles, needs for privacy or screening, user safety and maintenance and irrigation requirements.
7. Consider energy efficiency and conservation in landscape design, e.g. moderate wind, provide shade in summer, allow sunlight and daylight into buildings.
8. Developments are encouraged to incorporate native, low maintenance and xeriscape (drought resistant, low water requirement) concepts in landscape plans.
9. Developments are encouraged to include space for food garden spaces and spaces for food production.
10. Select and plant native and/or drought tolerant trees and plants suitable for the local climate, using the City's "Landscape Standards and Recommended Species Guide" (as amended from time to time) as a reference.
11. Developments are encouraged to incorporate species and plantings in accordance with FireSmart BC Landscaping Best Practices.
12. Plant a uniform alignment of street trees planted along public streets at the spacing recommended by the City. Appropriate spacings are 15 metres along arterials, 10 metres along local and collector roads, lower spacing for smaller trees. If boulevard tree planting is not feasible along a street right-of-way, then tree planting along the front and exterior lot boundaries may be required at appropriate intervals.
13. For street tree selection along public boulevards, use the City's "Landscape Standards and Recommended Species Guide" (as amended from time to time) as a reference.
14. Visual screening in the form of solid landscaping and/or fencing may be required along some segments of a site's perimeter, particularly adjacent to residential development.
15. Where landscaping for visual screening is required, plants selected shall be of sufficient height at maturity to provide a continuous screen not less than 2 metres in height and planted at a sufficient density to provide a hedge effect. Alternate screening measures such as decorative solid fencing or decorative walls not less than 2 metres in height may be considered instead of or in combination with planting.
16. Locate refuse and recycling container areas where they are accessible to businesses and to container pick-up trucks, screen them with an appropriate durable enclosure, and provide landscaping around the perimeter of the enclosure where possible. Avoid direct exposure of refuse and recycling areas to public streets.

Access, Circulation and Parking Area Guidelines

1. Design the internal road and parking system for efficient circulation of all types of vehicles, with a layout that discourages speeding, and provides safe pedestrian routes from parking lots to building entrances.
2. Parking areas shall be hard surfaced in accordance with the City's Zoning Bylaw.
3. Locate parking lots at the rear of lots, or to the sides of buildings where parking is not possible in the rear.
4. Encourage reducing the amount of asphalt paving and introducing other materials where possible, preferably permeable, e.g. permeable pavers, reinforced grass such as Grass-Pave.
5. Encourage bioswales, permeable paving, and other design techniques that allow greater infiltration of water in and around parking areas.
6. Maximize the amount of landscaped areas on site and minimize the amount of impervious paved surfaces to increase the natural infiltration (absorption) of rain water and to provide a more natural character.
7. Provide curb let-downs to accommodate universal accessibility from disabled parking spaces to buildings.
8. Encourage shared parking lot accesses to adjacent developments.
9. Site buildings rather than parking lots on corners.
10. In parking areas in excess of 20 stalls, intersperse intensively landscaped islands or bioswales at least 1.5 metres wide, planted with hardy vegetation and shade trees. Provide landscaping at the ends of parking rows, within and around parking lots as needed to increase human comfort, provide visual relief, and increase infiltration of rain water.

Lighting Guidelines

1. All exterior lights should emit the minimum illumination level required for safety and should not exceed 3000K light colour temperatures to reduce light pollution and nuisance.
2. Exterior lighting should be directed or shielded to illuminate the ground so as to not create unnecessary glare or light trespass on adjacent properties.
3. All light fixtures shall be full cut-off fixtures mounted such that no light projects above the horizontal plane.
4. Non-full cutoff fixtures may be used where the architecture of the building restricts light above the horizontal plane or the luminaire is mounted less than 1.0m above grade for the purpose of pedestrian lighting.



Access, Circulation and Parking Area Guidelines for Highway Service/Tourist Commercial Development Permit Areas Only

1. Do not locate parking areas in excess of 20 stalls between the street frontage and buildings. Locate large areas of parking at the rear or at the side of buildings.

Access, Circulation and Parking Area Guidelines for Neighbourhood Commercial Development Permit Areas Only

1. Do not locate parking areas in excess of 6 stalls between the street frontage and buildings. Locate larger areas of parking at the rear or at the side of buildings.

Exemptions

Development permits are not required in the Highway Service/Tourist Commercial and Neighbourhood Commercial DPAs for:

- a. interior renovations;
- b. an exterior renovation which does not require a building permit; and
- c. a subdivision application.

Development permits are not required in the Highway Service/Tourist Commercial DPAs for:

- a. an exterior addition with less than 100 square metres of floor area, in which the design is consistent with the form and character of the existing buildings as determined by the Planning Department;
- b. an accessory building with less than 100 square metres of floor area, in which the design is consistent with the form and character of the existing principal buildings as determined by the Planning Department; and
- c. a subdivision application.

Development permits are not required in the Neighbourhood Commercial DPAs for:

- a. an exterior addition with less than 100 square metres of floor area, in which the design is consistent with the form and character of the existing buildings as determined by the Planning Department;
- b. an accessory building with less than 100 square metres of floor area, in which the design is consistent with the form and character of the existing principal buildings as determined by the Planning Department; and
- c. a subdivision application.

F. Industrial Development Permit Area

Designation

Pursuant to Section 488(1)(f) of the *Local Government Act*, all lands designated for Light Industrial, General Industrial, or Airport Industrial/Commercial use as shown on Map A - Land Use, and fronting the Trans Canada Highway, Highway 97B, 10 Avenue SE, or the north side of 20 Avenue SE are designated "Industrial Development Permit Area".

Objectives

To promote quality building, site and landscape design.

To ensure that industrial developments provide a positive impression of Salmon Arm along provincial highways and city streets.

To promote environmentally sensitive building and landscape approaches.

Submission Requirements

Drawings submitted for a Development Permit application must meet the following minimum requirements:

- a. The site plan must include lot dimensions and setback dimensions taken from the building to all property lines; non-vehicular and vehicular access and parking layout, with dimensions for parking stalls and traffic aisles; refuse and recycling container areas, mechanical equipment at grade, and all surface materials such as paving and landscape areas;
- b. A grading and drainage plan must indicate existing and proposed grades, proposed building floor elevations, location, layout, and elevations at top and bottom of all steps and retaining walls; and onsite infiltration areas and storm drainage;
- c. Drawings illustrating the building appearance shall indicate the materials, finish and colour of the buildings; and
- d. A landscape plan must indicate existing vegetation to be retained and protected; hard surfaces; steps and retaining walls; mowed and rough grass areas; planting areas; and a planting plan with a plant list showing the number, species and sizes of proposed plants; extent and type of irrigation, and landscape amenity features.

Development permit application drawings should be prepared by a registered architect or a draftsman with experience in urban design.

Landscape plans should be prepared by a registered landscape architect or a landscape designer.

Prior to formal site planning, applicants are encouraged to consult with the City's Planning Department to determine which natural features should remain on the development site.

Siting and Building Guidelines

1. Design the site layout and building locations to:
 - a. retain and protect important natural vegetation, rocks, and unique site features, including unique tree species, mature trees that are not a hazard, other significant vegetation, nesting areas, and other wildlife habitat;
 - b. work with the existing topography, minimizing the need for cut and fill or tall retaining walls; and
 - c. provide a buffer for surrounding residential developments.

2. Orient main entrances to the dominant street frontage, with well-defined entries.
3. Design entrances and portions of buildings visible from a provincial highway or city street with some architectural interest.
4. Consider the safety and security of businesses and customers in the design and layout of the development with a particular focus on the following Crime Prevention Through Environmental Design (CPTED) principles:
 - Natural Surveillance: a design strategy that is directed at keeping people under observation. It is based on a simple premise that a person will be less likely to act improperly if he or she can be seen. Natural surveillance is commonly associated with the establishment of clear sightlines. Natural surveillance can be complemented by mechanical forms of surveillance (closed circuit television) and/or organized forms such as security and police patrols.
 - Natural Control Access: is based on the simple premise that a person who is confronted with a clearly defined and/or strategically developed boundary, will typically show it some deference by respecting the way it guides and influences their movement as they transition from public through private space. Natural forms of access control includes fences, low walls, landscaping, gates and any barrier that is natural for the environment including topographical features, sales counters and even distance.
 - Territorial Reinforcement: is a design concept that realizes that physical design can create or extend a sphere of influence so that users develop a sense of proprietorship that is noticeable to the offender. It creates clear “public,” “semi-public,” and “private” spaces.
5. Screen roof top mechanical equipment from views in a manner that is consistent with the architectural design of the building. Screening of on-grade large mechanical equipment with noise and vibration abatement material is encouraged.
6. Consider the use of alternative technologies for on-site energy production, e.g. geothermal, photovoltaic and fuel cells, heat pumps.

Landscape and Screening Guidelines

1. Maximize the amount of landscaped areas on site to increase the natural infiltration of rain water, with landscaping along adjacent streets and adjoining residential sites.
2. Select trees and other plants that will be readily established and provide significant visual impact upon planting.
3. In the landscape plan, consider finished site grades, location and heights of retaining walls, utilities, views, shade and sun angles, needs for privacy or screening, user safety, maintenance and irrigation requirements, avoiding shade on areas for food growing, and all other typical site planning criteria.
4. Developments are encouraged to include space for food garden spaces and spaces for food production.
5. Consider energy efficiency and conservation in landscape design, e.g. moderate wind, provide shade in summer, allow sunlight and daylight into buildings.

6. Developments are encouraged to incorporate native, low maintenance and xeriscape (drought resistant, low water requirement) concepts in landscape plans.
7. Select and plant native and/or drought tolerant trees and plants suitable for the local climate, using the City's "Landscape Standards and Recommended Species Guide" (as amended from time to time) as a reference.
8. Developments are encouraged to incorporate species and plantings in accordance with FireSmart BC Landscaping Best Practices.
9. Plant a uniform alignment of street trees planted along public streets at the spacing recommended by the City. Appropriate spacings are 15 metres along arterials, 10 metres along local and collector roads, lower spacing for smaller trees. If boulevard tree planting is not feasible along a street right-of-way, then tree planting along the front and exterior lot boundaries may be required at appropriate intervals.
10. For street tree selection along public boulevards, use the City's "Landscape Standards and Recommended Species Guide" (as amended from time to time) as a reference.
11. Visual screening in the form of solid landscaping and/or fencing may be required along some segments of a site's perimeter, particularly adjacent to residential development.
12. Where landscaping for visual screening is required, plants selected shall be of sufficient height at maturity to provide a continuous screen not less than 2 metres in height and planted at a sufficient density to provide a hedge effect. Alternate screening measures such as solid fencing not less than 2 metres in height may be considered instead of or in combination with planting
13. Locate refuse and recycling container areas where they are accessible to businesses and to container pick-up trucks, screen them with an appropriate durable enclosure, and provide landscaping around the perimeter of the enclosure where possible. Avoid direct exposure of refuse and recycling areas to public streets.

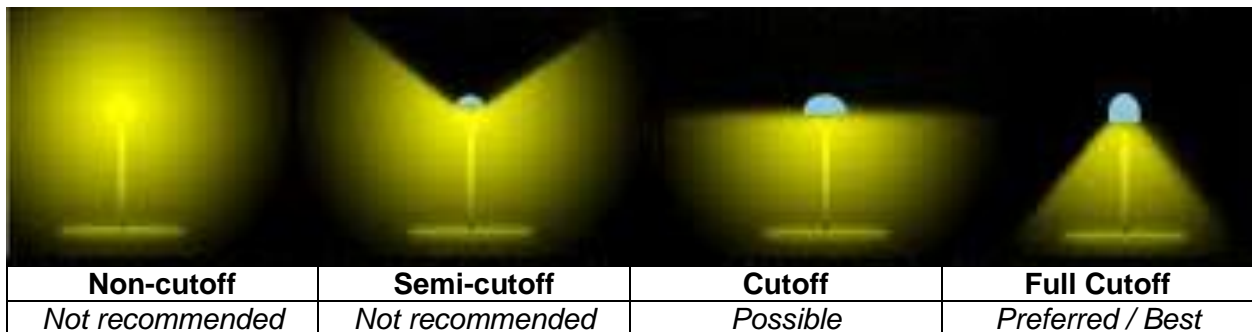
Access, Circulation and Parking Area Guidelines

1. Design the internal road and parking system for efficient circulation of all types of vehicles, with a layout that discourages speeding and provides safe pedestrian routes from parking lots to building entrances.
2. Encourage permeable materials for parking areas where possible, including gravel for areas that are used less frequently.
3. Encourage bioswales, permeable paving, and other design techniques that allow greater infiltration of water in and around parking areas.
4. Maximize the amount of landscaped areas on site and minimize the amount of impervious paved surfaces to increase the natural infiltration (absorption) of rain water and to provide a more natural character.
5. Provide curb let-downs to accommodate universal accessibility from disabled parking spaces to buildings.

6. Encourage shared parking lot accesses to adjacent developments.

Lighting Guidelines

1. All exterior lights should emit the minimum illumination level required for safety and should not exceed 3000K light colour temperatures to reduce light pollution and nuisance.
2. Exterior lighting should be directed or shielded to illuminate the ground so as to not create unnecessary glare or light trespass on adjacent properties.
3. All light fixtures shall be full cut-off fixtures mounted such that no light projects above the horizontal plane.
4. Non-full cutoff fixtures may be used where the architecture of the building restricts light above the horizontal plane or the luminaire is mounted less than 1.0m above grade for the purpose of pedestrian lighting.



Exemptions

Development permits are not required in the Industrial Development Permit Areas (DPAs) for:

- a. interior renovations;
- b. an exterior renovation which does not require a building permit;
- c. an exterior addition with less than 100 square metres of floor area, in which the design is consistent with the form and character of the existing buildings as determined by the Planning Department;
- d. an accessory building with less than 100 square metres of floor area, in which the design is consistent with the form and character of the existing principal buildings as determined by the Planning Department; or
- e. a subdivision application.

G. Potential Hazard Areas Development Permit Area Designation

Pursuant to Section 488(1)(b) of the *Local Government Act*, the areas shown as slopes over 30%, or identified debris hazards areas or in the 1 in 200 year floodplain on Map Q - Potential Hazards, are designated as the "Potential Hazardous Areas Development Permit Area".

Objectives

To protect people and property from hazardous conditions such as flooding, mud flows, debris torrents, erosion, land slippage, rock falls and subsidence which may, in some cases, be reasonably abated with appropriate precautionary measures.

Application

Unless a Development Permit Waiver has been issued, all properties designated as Potential Hazardous Areas Development Permit Areas (DPAs) will require a Development Permit prior to:

- a) alteration of land; or
- b) subdivision; or
- c) construction of, addition to or alteration of a building or structure.

Waivers

Before making application for a Development Permit, property owners or their agents may complete a "Waiver Application" form to determine whether the proposed development qualifies for a waiver of the Development Permit process. Qualifying projects may be issued a waiver that may specify conditions. The City may also require registration of a restrictive covenant to specify how the lands are to be protected and maintained. Any breach of the waiver terms may result in the cancellation of the waiver. The granting of a waiver does not absolve the applicant from other necessary approvals, e.g. Building Permits. Where waivers cannot be granted, a Development Permit will be required before the project can proceed.

A Development Permit will not be required if the proposed development consists only of:

- Actions or activities performed by the federal or provincial government, or the City or their contractors to prevent, control, or reduce flooding, erosion, slope failure or other immediate threats to life or property, including:
 - emergency flood or erosion protection works;
 - clearing of an obstruction from a bridge, culvert or drainage flows; and
 - emergency repairs to roads, bridges or any other municipal infrastructure.
- A renovation or alteration that does not expand the existing footprint or increase the use or occupancy on the property; or
- Actions which have been assessed by a qualified professional who has provided a report (to the satisfaction of the City) which concludes that the land is not subject to hazards.

Guidelines

1. In issuing conditions relating to a Development Permit Waiver or Development Permit, the City may specify how Development Permit objectives can be satisfied. This may include consideration of the following guidelines:

2. Require that development will be directed to areas with slopes of less than 30%. Where it can be demonstrated by an appropriate registered geotechnical professional that the proposed development will present no hazards to persons or property, development may be permitted on land with a slope greater than 30%.

3. Any flood risk assessment prepared by a Qualified Professional (QP) submitted to support an application must either have prior experience in performing risk assessments and comply with the framework laid out in “Professional Practice Guidelines (Natural Hazards) – Legislated Flood Assessments in a Changing Climate in B.C.” from Engineers and Geoscientists B.C., as amended from time to time, or have had their risk assessment reviewed by another QP who has experience in performing risk assessments.

4. Require that natural vegetation should be retained on slopes in order to control potential erosion, land slip and rock falls.

5. An applicant wishing to propose development on slopes in excess of 30% or in areas of known debris hazard or geological hazard, shall submit a report prepared by a registered geotechnical professional in accordance with the “Professional Practice Guidelines (Natural Hazards) for Landslide Assessments in British Columbia” as prepared by the from Engineers and Geoscientists B.C., as amended from time to time, or have had their risk assessment reviewed by another QP who has experience in performing landslide / natural hazard risk assessments.

6. Consider and review geotechnical reports / plans for areas of known geotechnical hazard.

7. No buildings or structures be located within the Shuswap Lake, Canoe Creek or Salmon River floodplains as established by the City's Zoning Bylaw.

8. Require that no structural development be located below any flood elevation level established in the Zoning Bylaw.

9. The City may, in order to achieve satisfaction of the above noted guidelines, issue a Development Permit that:

- a) imposes conditions respecting the sequence and timing of construction;
- b) supplements a bylaw dealing with subdivision servicing requirements or zoning requirements;
- c) includes requirements and conditions or sets standards for:
 - i. areas of land that may be required to remain free of development, except in accordance with any conditions contained in the permit;
 - ii. an area that the permit designates as containing unstable soil or high ground water where the City requires that no septic tank, drainage and deposit fields or irrigation or water systems be constructed.

10. The City may, where a Development Permit is required, request the applicant to provide, at the applicant's expense, development approval information, in accordance with Section 484 of the Local Government Act. Development approval information may be required if the effects of the proposed development in relation to Development Permit objectives, Official Community Plan (OCP) policies, and other City bylaws and regulations cannot be fully assessed based on information otherwise available, particularly with respect to potential impacts that may result on:

- a) municipal infrastructure;
- b) transportation patterns including traffic flow;
- c) public facilities including parks; and
- d) the natural environment.

Development approval information may be used to assist the City in determining conditions or requirements to be imposed in the permit.

H. Farm Protection Development Permit Area

Designation

Pursuant to Section 488(1)(c) of the Local Government Act, the Farm Protection Development Permit applies to all development lands adjacent to ALR Boundary shown on Map E – Agricultural Land Reserve (may be bisected by ALR Boundary on same parcel or road/trail/ etc.) or lands Agriculturally zoned.

Objective

To preserve and protect current and future lands used for food production.

To limit the impact of adjacent residential, commercial, industrial or institutional uses that share boundaries with agricultural land.

To implement land design and management to ensure minimal negative impacts or intrusions to agricultural land uses.

Application

All Subdivision or Building Permit applications on lands outside and adjacent to the ALR Boundary (may be bisected by ALR Boundary on same parcel or road/trail etc.).

Guidelines

1. Urban-side development includes buildings, amenity and landscape areas, trails and roadways.
2. In subdivision applications, design density, road, and lot patterns that gradually transition to agricultural boundary, utilizing open space, landscaping and fencing to provide buffering between the urban-side development and agricultural land.
3. Dead-ending of roads and utilities to agricultural land is strongly discouraged.
4. Urban-side traffic patterns should avoid agricultural land boundaries. Buffers between roadways are strongly encouraged.
5. Amenity areas on the urban-side, without adequate physical buffers consistent with edge planning practices, are strongly discouraged.
6. Residential building locations should be at least 15m from the property line, 8m for commercial or industrial and 15m for institutional uses. Variances to setbacks may be supported when clustering of development prioritizes the gradual transition of urban-side development to agricultural lands.
8. Landscape plans for development on the urban-side shall avoid trees and shrubs that shade farm crops, areas for food growing or are known to harbor insects or diseases harmful to crop production.
9. Select and plant native and/or drought tolerant trees and plants suitable for the local climate, using the City's "Landscape Standards and Recommended Species Guide" (as emended from time to time) as a reference.
10. Developments and landscape plans are encouraged to incorporate species and plantings in accordance with FireSmart BC Landscaping Best Practices.

11. Storm and ground water management that are designed as coordinated between urban-side development and nearby farms are encouraged. Direction of storm water towards urban side areas shall be required.

12. Best practices for buffer installation and maintenance provided within the 2015 Edge Planning Guide by the Ministry of Agriculture is encouraged for buffer and landscape areas on the urban-side development. All landscaping installed is to be maintained by the urban-side development.

13. Tools such as covenants or easements may be used to support the installation and maintenance of the buffer and landscape areas.

Exemptions:

Development permits are not required in the Farm Protection Permit Area (DPA) for the following:

- a) Development on City owned land for the purpose of public use(s);
- b) Areas of slope greater than 30% or where topography or natural boundary provides a boundary between agricultural lot line and urban-side development of at least 15m;
- c) Areas separated from agricultural lands by a street identified as an arterial or collector road;
- d) Construction, addition or alteration of a building not exceeding 100m² in area where no variances to the Zoning Bylaw are required;
- e) Interior / exterior building alterations that do not expand the existing building footprint;
- f) Repair, maintenance, alteration or reconstruction of existing legal buildings, structures or utilities, providing there is no expansion of the footprint; or
- g) Replacement of a building that has been destroyed by natural causes or by fire, in cases where the replacement building is identical to the original in location, floor area and height.

19. Temporary Use Permits

Designation

All lands designated as shown on Map A - Land Use, are designated Temporary Use Permit (TUP) Area.

Objectives

As outlined in the Local Government Act, the TUP Area designation is intended to apply to uses which are temporary in nature and where the existing zoning does not permit the use.

Temporary Use Permit Policies

1. A Temporary Use Permit is a short-term zoning that permits uses on a specific property for a period of time set by Council for no more than a three year period. The proposed temporary use should be defined in the Zoning Bylaw and permitted in other zones, but a Temporary Use Permit may be considered for a use not defined, or not clearly defined in the Zoning Bylaw. Despite the zoning of a property, Temporary Commercial or Industrial Use Permits for temporary uses may be supported in the TUP Area, subject to approval by Council, or where delegated pursuant to the Development Procedures Bylaw.

2. Mineral and aggregate processing Temporary Use Permits may be permitted in areas of high aggregate potential, as identified on Map F - Aggregate Potential or based on site investigations in other areas where the impacts can be effectively mitigated.

3. Guidelines for Temporary Use Permits include the following:

- a maximum time of three years is required for the use;
- appropriate parking and/or loading spaces are available;
- the proposed hours, size and scale of the use will be compatible with adjacent land uses;
- infrastructure is appropriate to support the temporary use (including any proposed septic systems or private water systems);
- the use will be compatible with adjacent land uses in terms of noise, odours, dust, pollution, lighting, aesthetics, parking and traffic;
- compliance with Provincial Environmental Management Act and Riparian Areas Protection Regulation; and
- the proposed use will not have negative impacts on the natural environment.

4. The City may require security in the form of a letter of credit and may impose reclamation and performance measures as conditions for the issuance of a Temporary Use Permit.

5. Specific permit conditions may address mitigation measures for potential negative impacts identified in the review process.

6. Non-residential Temporary Use Permits will not be considered in residentially zoned areas, except to allow for temporary uses and buildings connected and supporting a Building Permit issued by the City.

Submission Requirements

Submission requirements for Temporary Commercial Use Permits include but are not limited to:

- the proposed length of time of the use;
- access and the availability of parking and loading;

- the proposed hours of the use;
- the proposed size and scale of the use;
- any requested site servicing plans, site plans and building elevations and floor plans;
- description of noise, odours, dust, pollution, lighting, aesthetics, parking and traffic;
- appropriate safety and site control plan(s) approved by the RCMP and/or the Fire Department;
- Approval for proposed uses or development as defined by the Agricultural Land Commission or Ministry of Environment;
- Remediation or reclamation plan with appropriate estimates and;
- Mitigation of the potential impact of the proposed use on the natural environment.

Expiration of Permit

Upon expiration of a Temporary Use Permit, the uses of the property shall revert to those outlined in the current Zoning Bylaw. The applicant may, prior to the expiration of the Temporary Use Permit, apply for a permit renewal of up to three years, approval of which will be at the discretion of Council or staff where delegated pursuant to the Development Procedures Bylaw.

20. MAPS

Map A - Land Use

Map B - Urban Containment Boundary

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Map D - Growth Management Areas

Map E – Agricultural Land Reserve (ALR)

Map F - Aggregate Potential

Map G - Environmentally Sensitive Resources

Map H – Environmentally Sensitive Areas

Map I - Existing and Proposed Parkland

Map J - Existing and Proposed Greenways

Map K - Community Facilities

Map L - Road Network Plan

Map M - Active Transportation

Map N – Water System

Map O – Sanitary Sewer System

Map P - Storm Drainage System

Map Q – Potential Hazards

MAP A - LAND USE

Official Community Plan

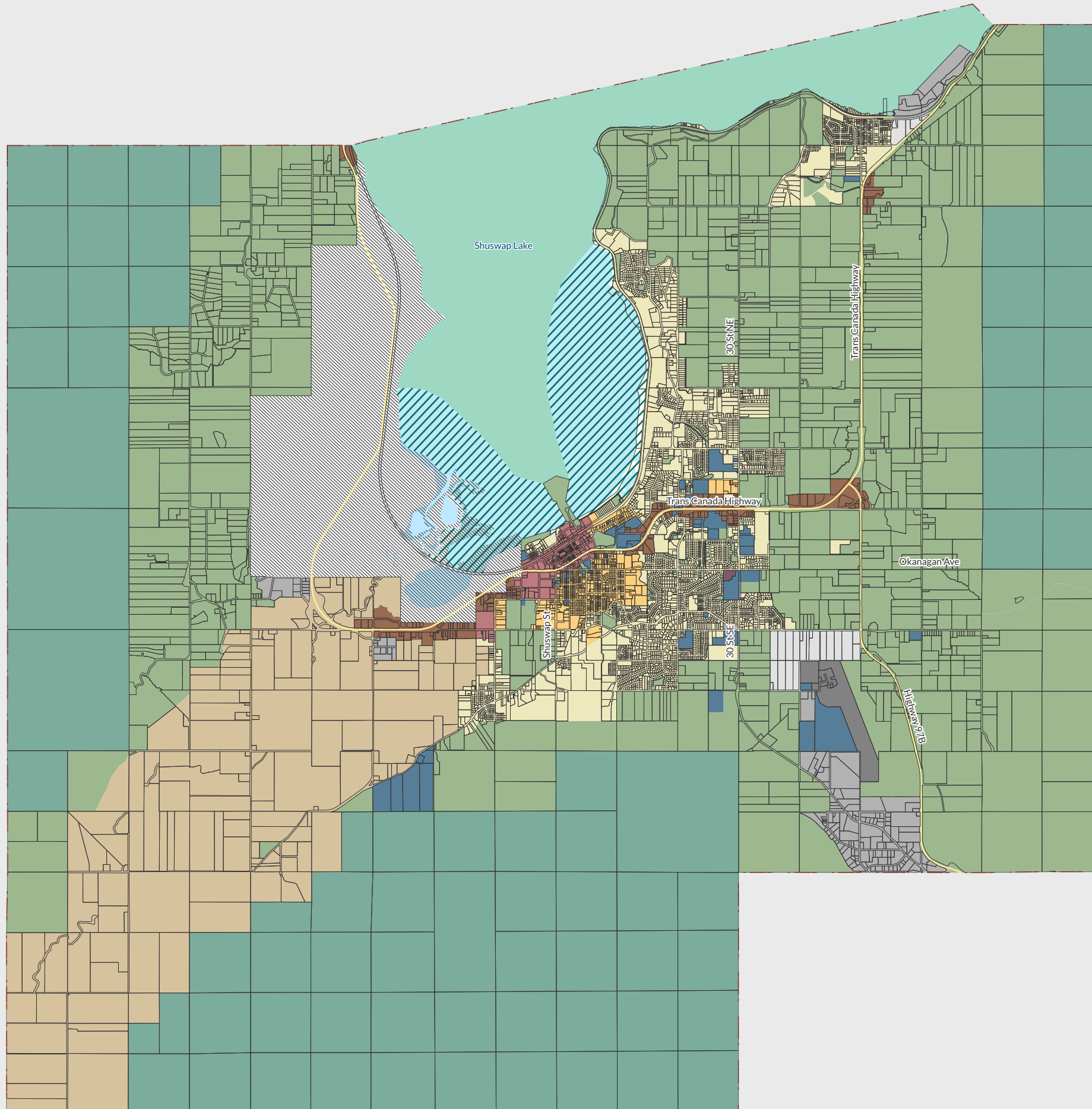
Last Updated: April 8, 2025

Draft - Subject to further and more detailed review

N
Scale: 1:60,000
Projection: NAD1983 UTMZONE11N

0 1.25 2.5 5 KM

- Acreage Reserve
- Commercial City Centre
- Commercial Highway Service/Tourist
- Commercial Neighbourhood
- Environmentally Sensitive Lake Areas
- Forest Reserve
- Industrial Airside
- Industrial General
- Industrial Light
- Institutional
- Lake Recreation
- Park
- Residential High Density
- Residential Medium Density
- Salmon Valley Agriculture
- City Boundary
- Highways
- Parcels
- IR/First Nations Lands
- Watercourse/Wetland/Lake



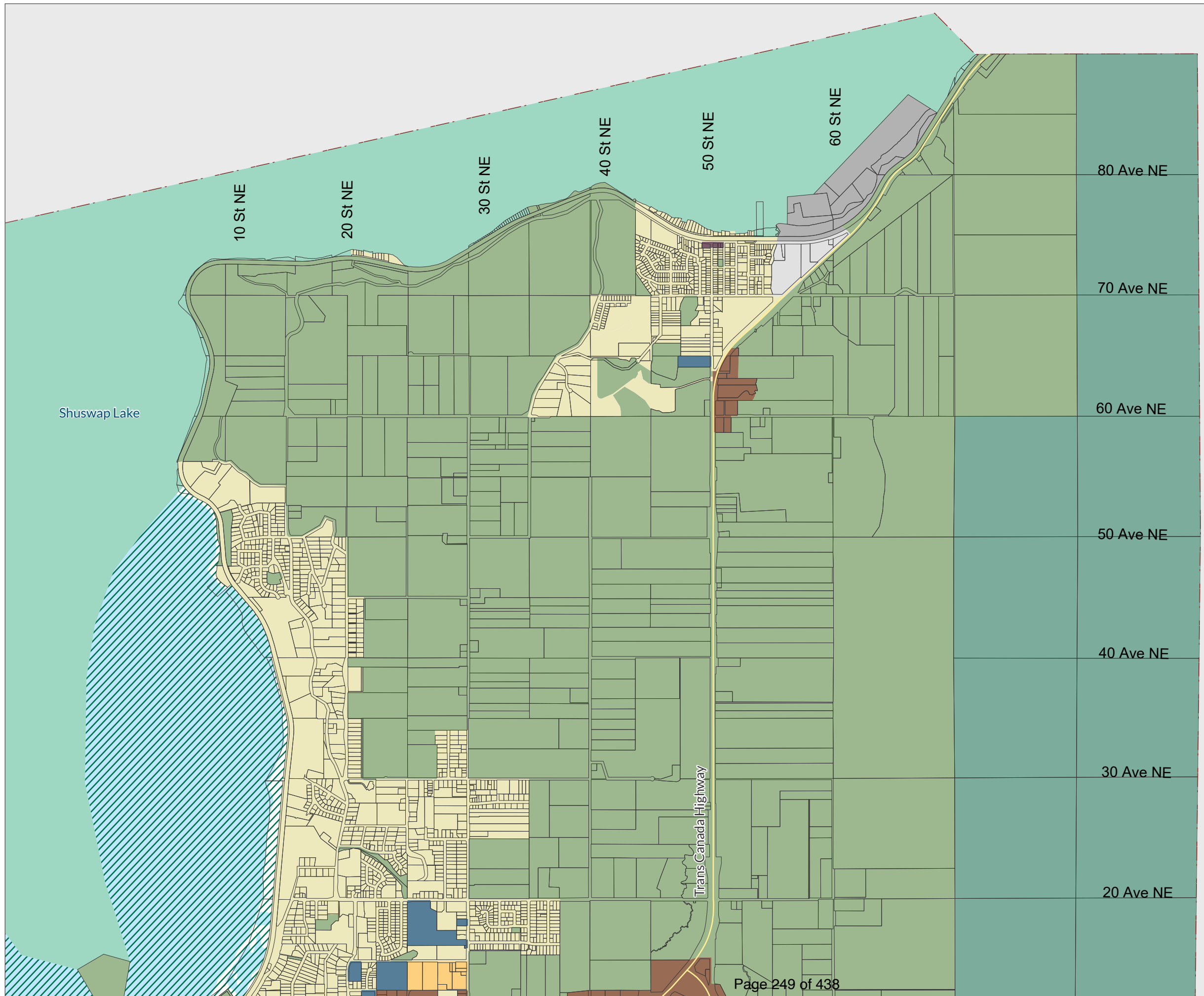
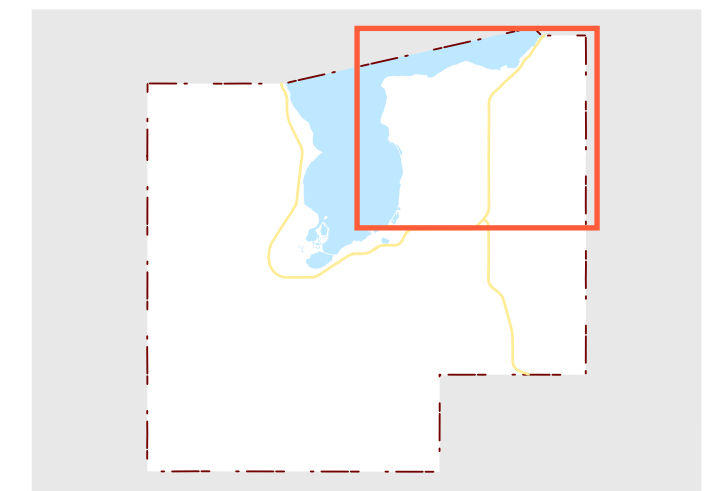
MAP A - LAND USE NORTHEAST QUADRANT

Official Community Plan | Last Updated: April 8, 2025
Draft - Subject to further and more detailed review

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Projection: NAD1983 UTMZONE11N
0 1.25 2.5 5 KM

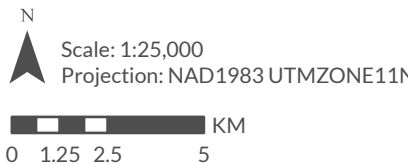
- | | |
|--------------------------------------|----------------------------|
| Acreage Reserve | Industrial Light |
| Commercial City Centre | Institutional |
| Commercial Highway Service/Tourist | Lake Recreation |
| Commercial Neighbourhood | Park |
| Environmentally Sensitive Lake Areas | Residential High Density |
| Forest Reserve | Residential Medium Density |
| Industrial Airside | Salmon Valley Agriculture |
| Industrial General | |

- City Boundary
- Highways
- Parcels
- IR/First Nations Lands
- Watercourse/Wetland/Lake



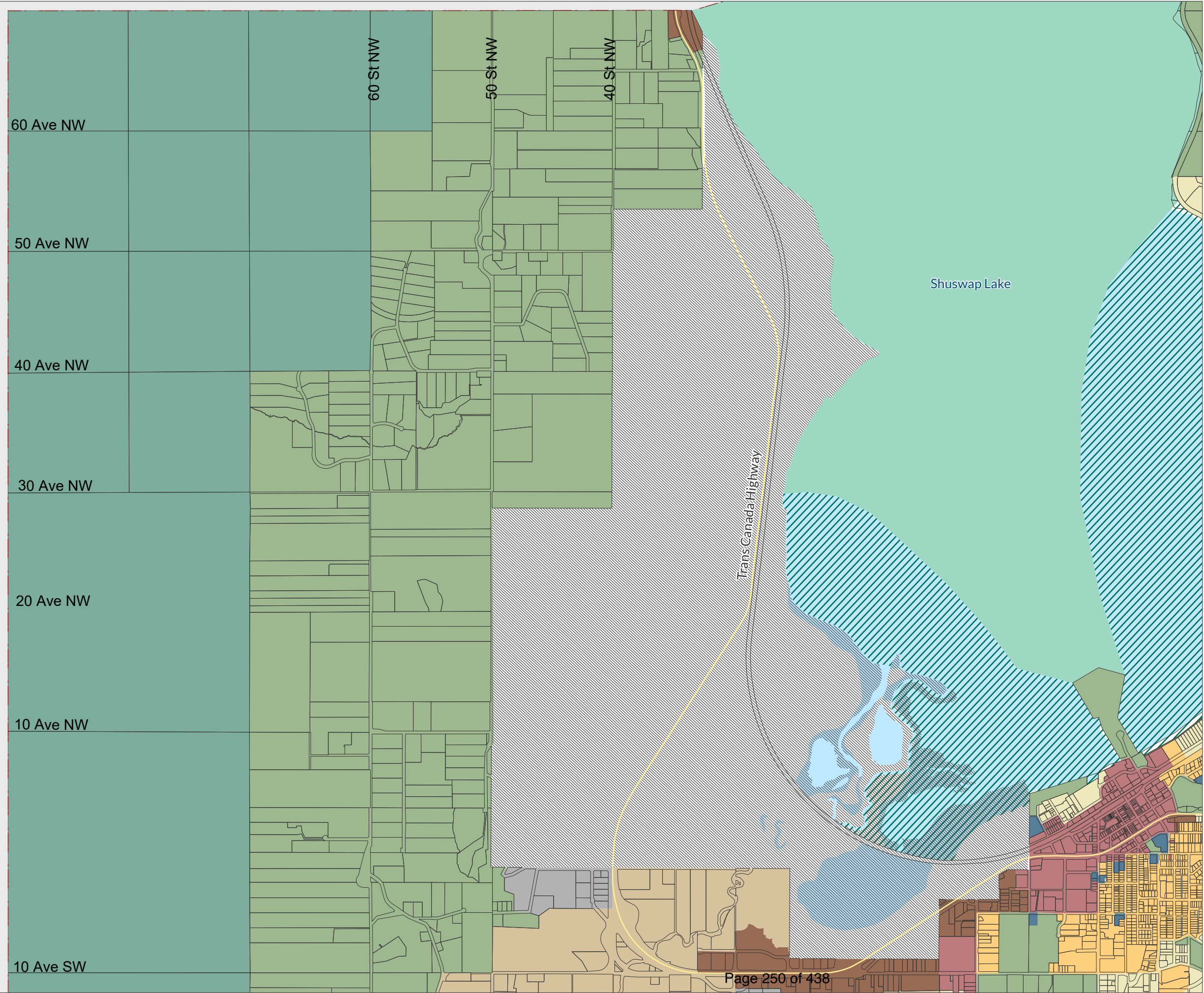
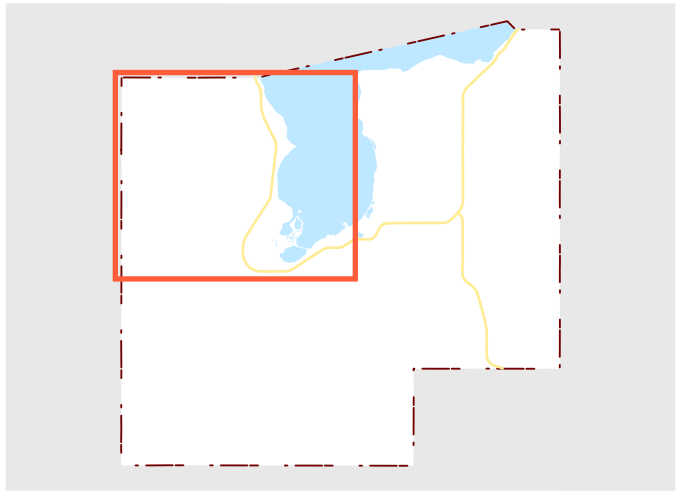
MAP A - LAND USE NORTHWEST QUADRANT

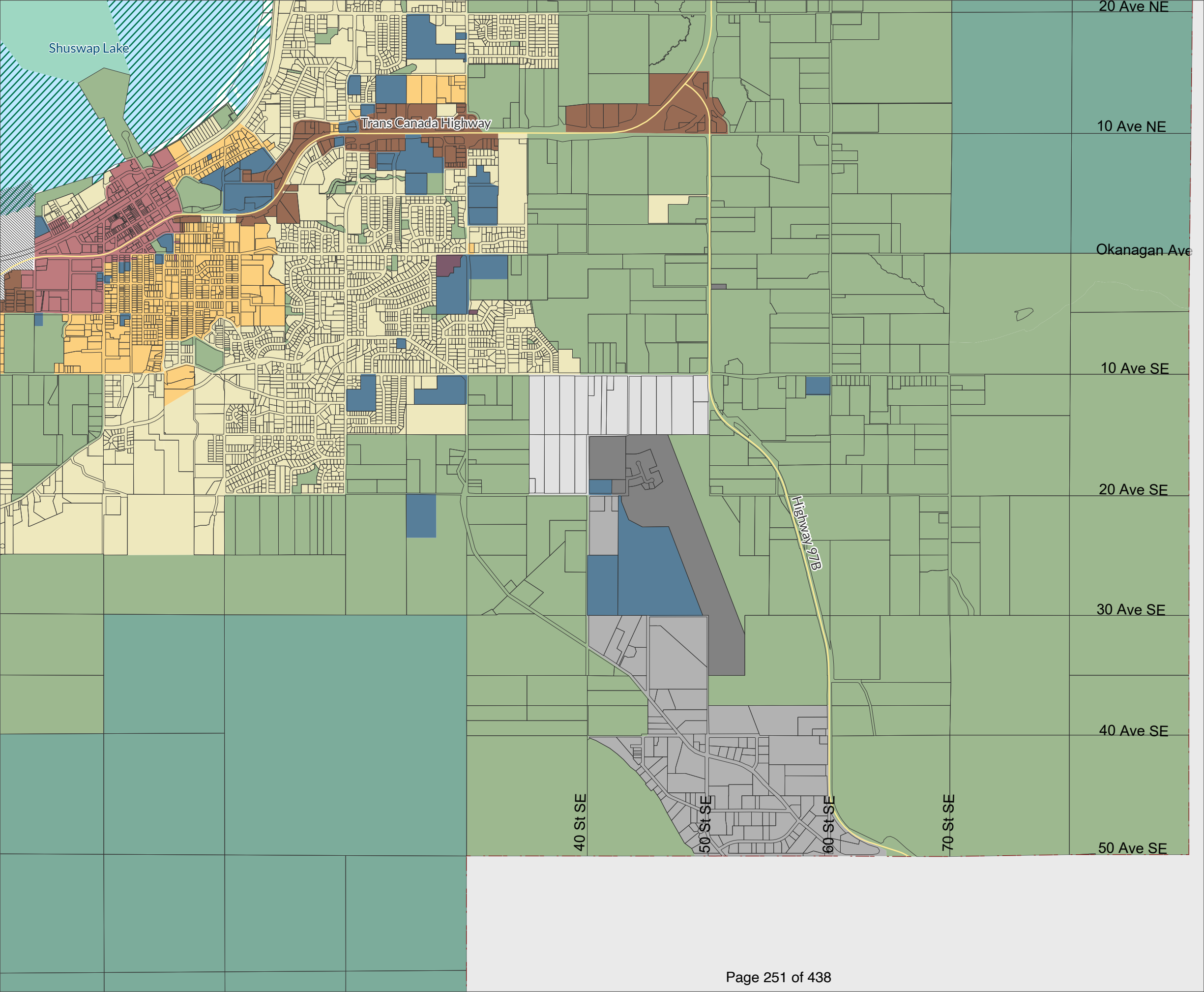
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- Land Use**
- | | |
|--------------------------------------|----------------------------|
| Acreage Reserve | Industrial General |
| Commercial City Centre | Industrial Light |
| Commercial Highway Service/Tourist | Institutional |
| Commercial Neighbourhood | Lake Recreation |
| Environmentally Sensitive Lake Areas | Park |
| Forest Reserve | Residential High Density |
| Industrial Airside | Residential Medium Density |
| | Salmon Valley Agriculture |

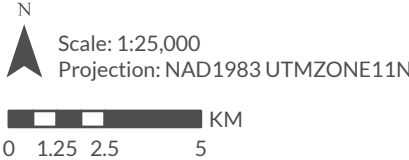
- City Boundary
- Highways
- Parcels
- IR/First Nations Lands
- Watercourse/Wetland/Lake





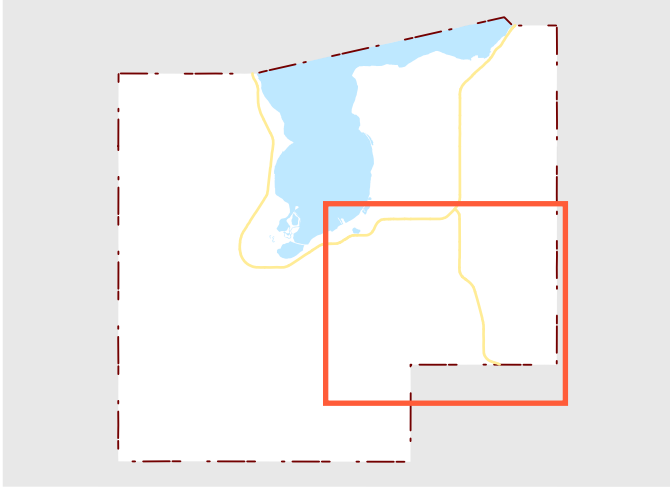
**MAP A - LAND USE
SOUTHEAST
QUADRANT**

Official Community Plan | Last Updated: April 8, 2025
Draft - Subject to further and more detailed review



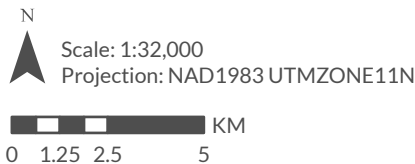
- | | |
|--------------------------------------|----------------------------|
| Acreage Reserve | Industrial Light |
| Commercial City Centre | Institutional |
| Commercial Highway Service/Tourist | Lake Recreation |
| Commercial Neighbourhood | Park |
| Environmentally Sensitive Lake Areas | Residential High Density |
| Forest Reserve | Residential Medium Density |
| Industrial Airside | Salmon Valley Agriculture |
| Industrial General | |

- City Boundary
- Highways
- Parcels
- IR/First Nations Lands
- Watercourse/Wetland/Lake



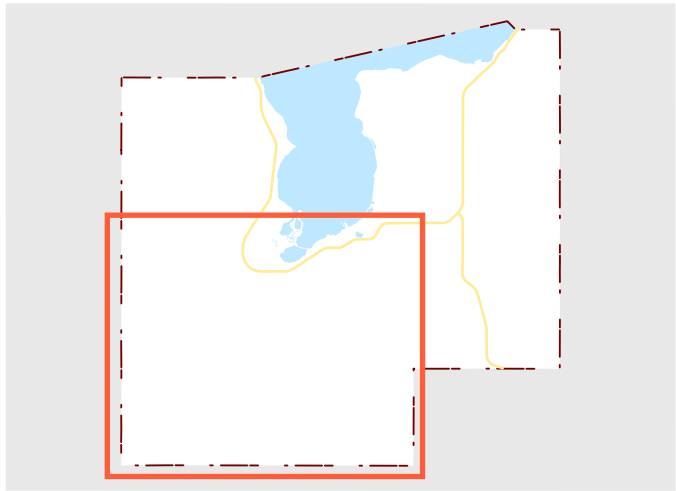
MAP A - LAND USE SOUTHWEST QUADRANT

Official Community Plan | Last Updated: April 8, 2025
Draft - Subject to further and more detailed review



- | | |
|--------------------------------------|----------------------------|
| Acreage Reserve | Industrial Light |
| Commercial City Centre | Institutional |
| Commercial Highway Service/Tourist | Lake Recreation |
| Commercial Neighbourhood | Park |
| Environmentally Sensitive Lake Areas | Residential High Density |
| Forest Reserve | Residential Medium Density |
| Industrial Airside | Salmon Valley Agriculture |
| Industrial General | |

- City Boundary
- Highways
- Parcels
- IR/First Nations Lands
- Watercourse/Wetland/Lake



10 Ave NW

10 Ave SW

20 Ave SW

30 Ave SW

40 Ave SW

50 Ave SW

60th Ave SW

70 Ave SW

80 Ave SW

90 Ave SW

80 St SW

70 St SW

60 St SW

50 St SW

40 St SW

30 St SW

20 St SW

10 St SW

Shuswap Street

10 St SE

20 St SE

30 St SE

MAP B - URBAN CONTAINMENT BOUNDARY

Official Community Plan

Last Updated: April 8, 2025

Draft - Subject to further and more detailed review

N
Scale: 1:60,000
Projection: NAD1983 UTMZONE11N

0 1.25 2.5 5 KM

 Urban Containment Boundary

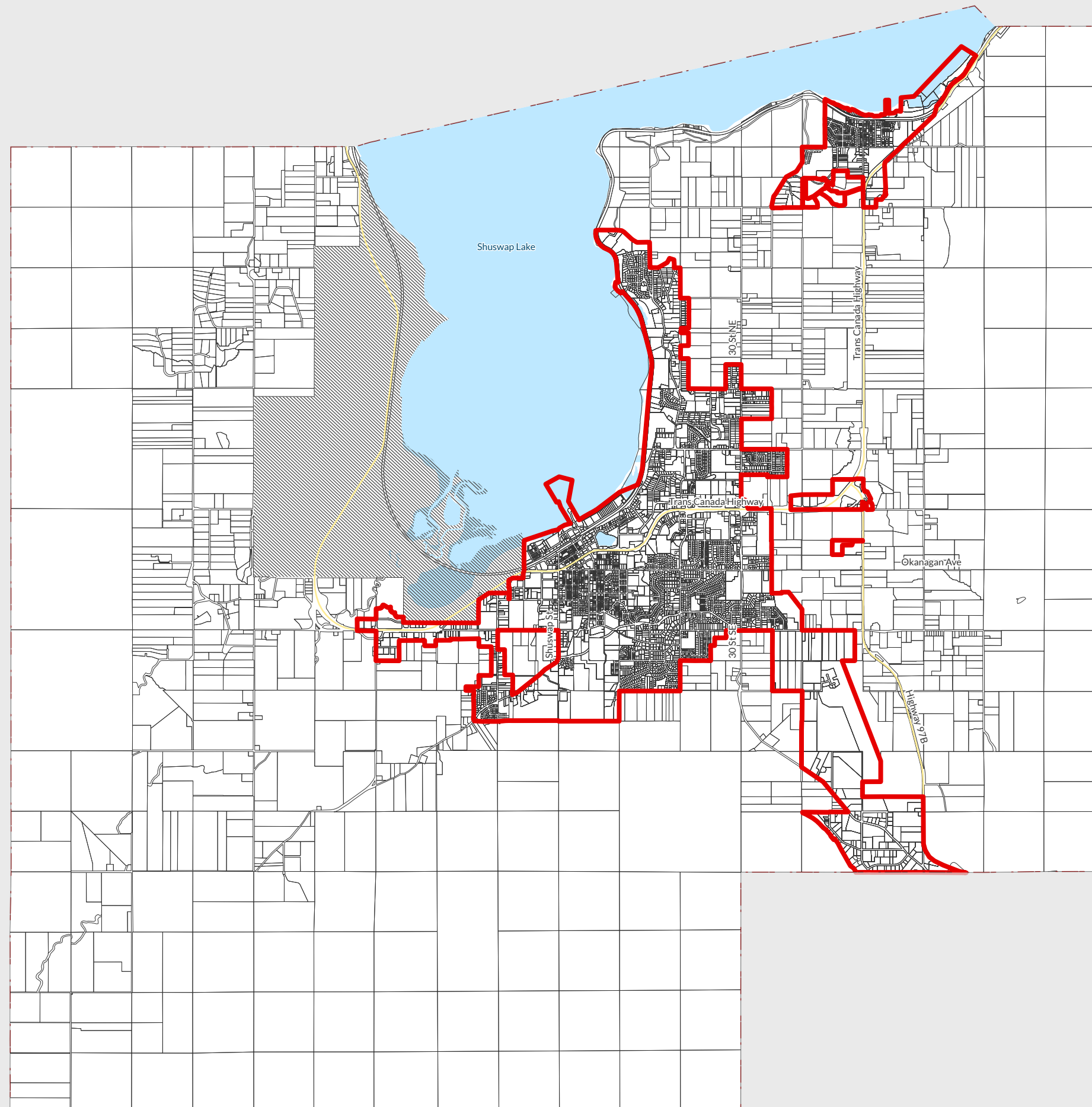
 City Boundary

 Highways

 Parcels

 IR/First Nations Lands

 Watercourse/Wetland/Lake



MAP C - ALR EXCLUSION SITES

Official Community Plan

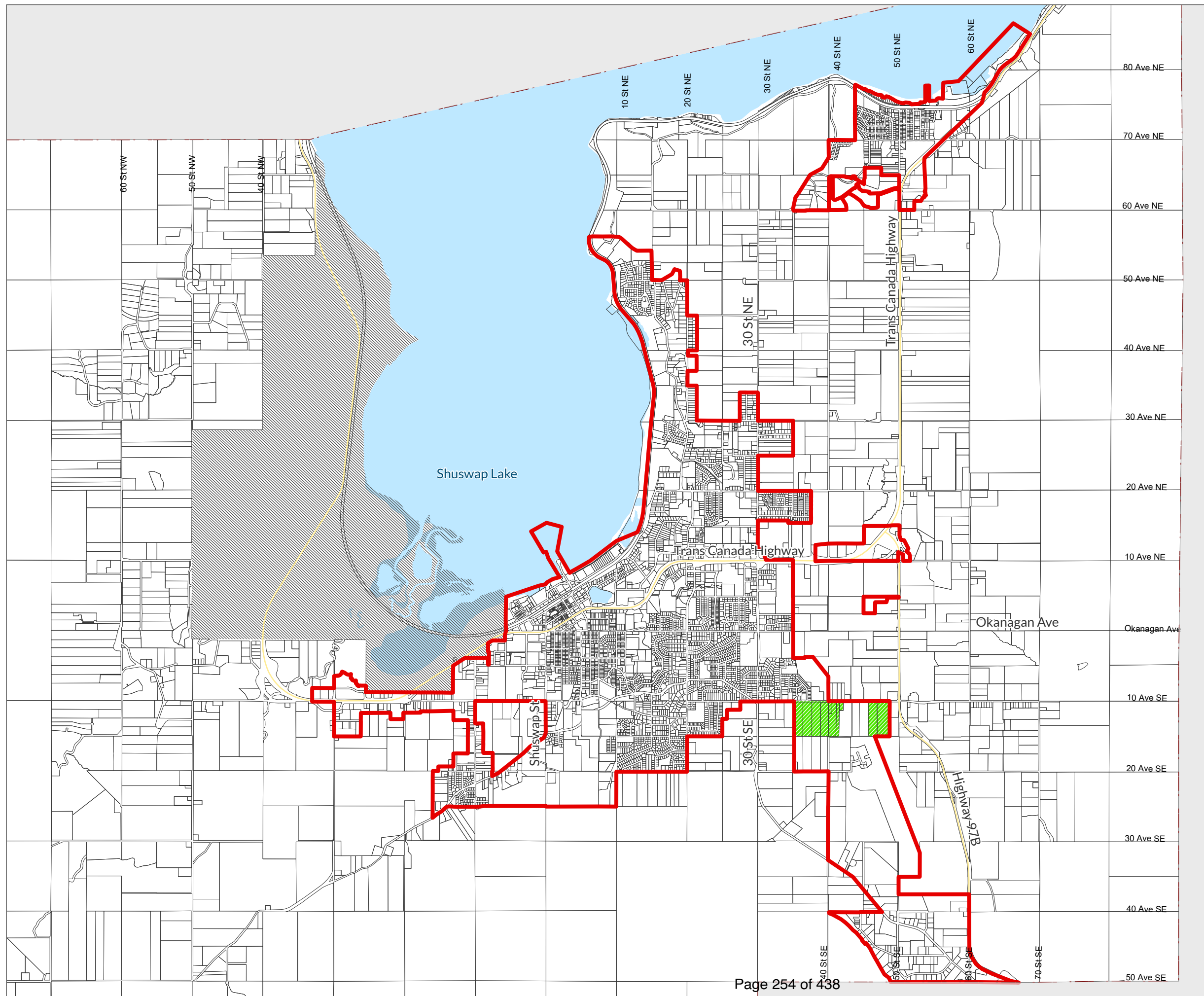
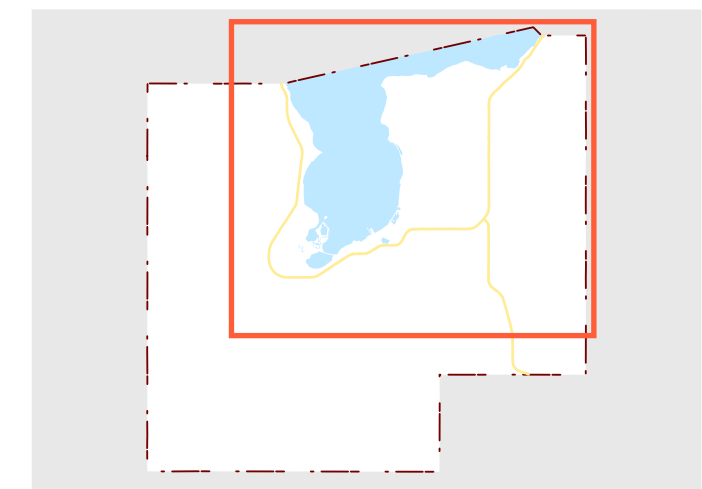
Last Updated: March 24, 2025

Draft - Subject to further and more detailed review

N
Scale: 1:43,000
Projection: NAD1983 UTMZONE11N

0 0.75 1.5 3 KM

- Urban Containment Boundary
- City Boundary
- ALR Exclusion Sites - All areas outside map extent do not identify ALR exclusion sites
- Highways
- Parcels
- IR/First Nations Lands
- Watercourse/Wetland/Lake



MAP D - GROWTH MANAGEMENT AREAS

Official Community Plan

Last Updated: April 8, 2025

Draft - Subject to further and more detailed review

N
Scale: 1:60,000
Projection: NAD1983 UTMZONE11N

0 1.25 2.5 5 KM

 Urban Containment Boundary

 Growth Area A

 Growth Area B

 Growth Area C

 Growth Area E

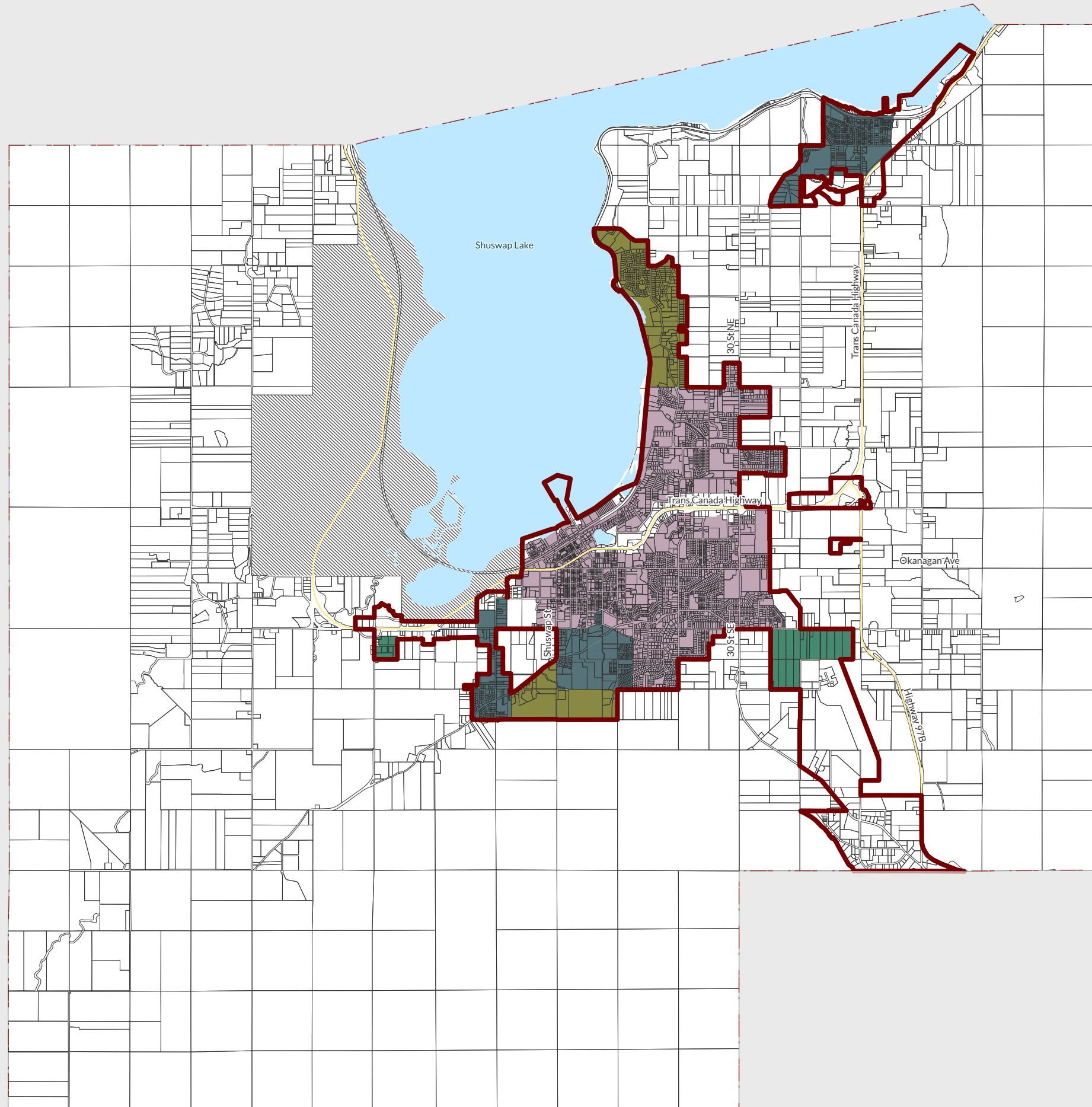
 City Boundary

 Highways

 Parcels

 IR/First Nations Lands

 Watercourse/Wetland/Lake



MAP E - AGRICULTURAL LAND RESERVE (ALR)

Official Community Plan

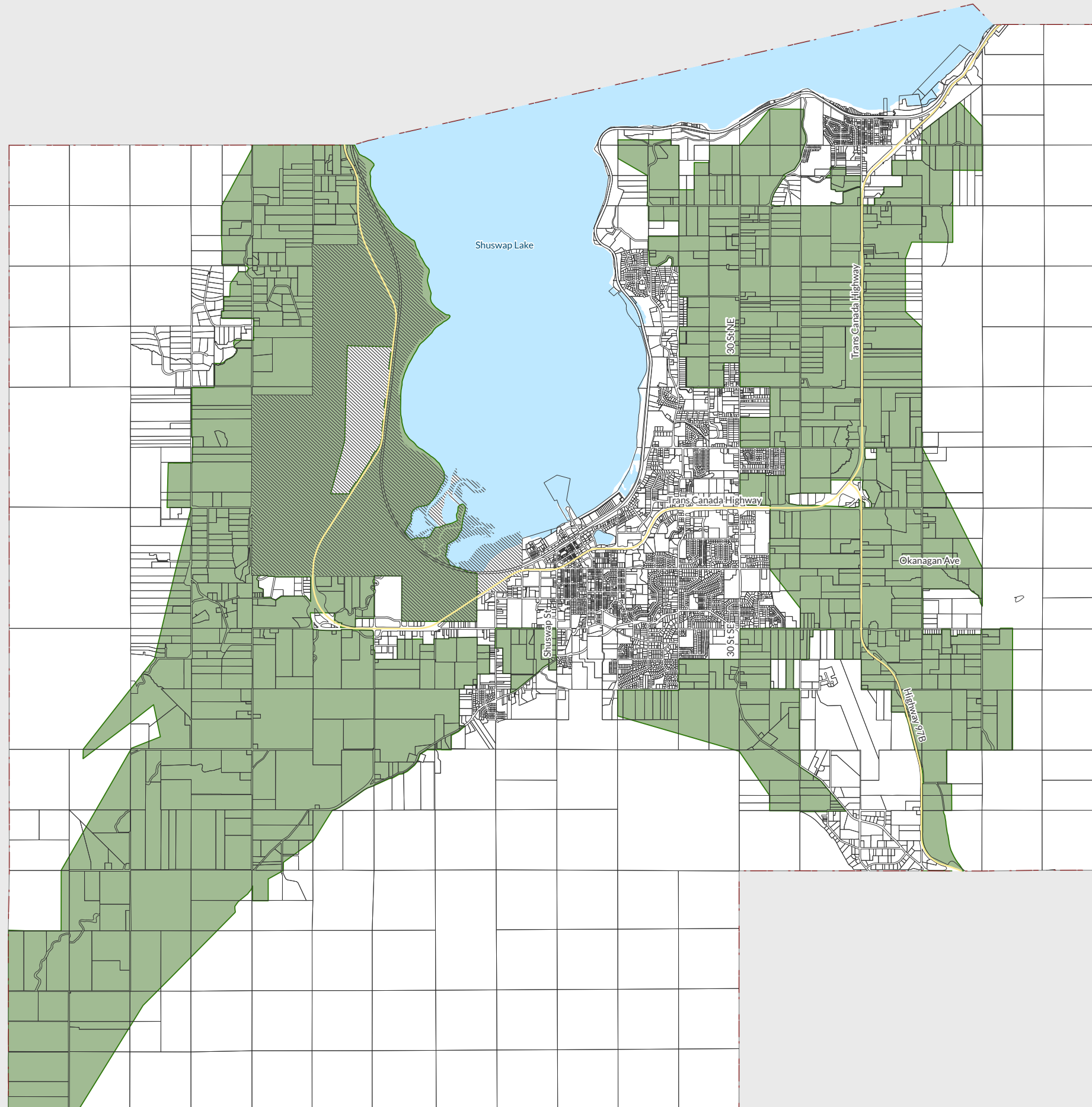
Last Updated: March 24, 2025

Draft - Subject to further and more detailed review

N
Scale: 1:60,000
Projection: NAD1983 UTMZONE11N

0 1.25 2.5 5 KM

- ALR
- City Boundary
- Highways
- Parcels
- IR/First Nations Lands
- Watercourse/Wetland/Lake



MAP F - AGGREGATE POTENTIAL

Official Community Plan

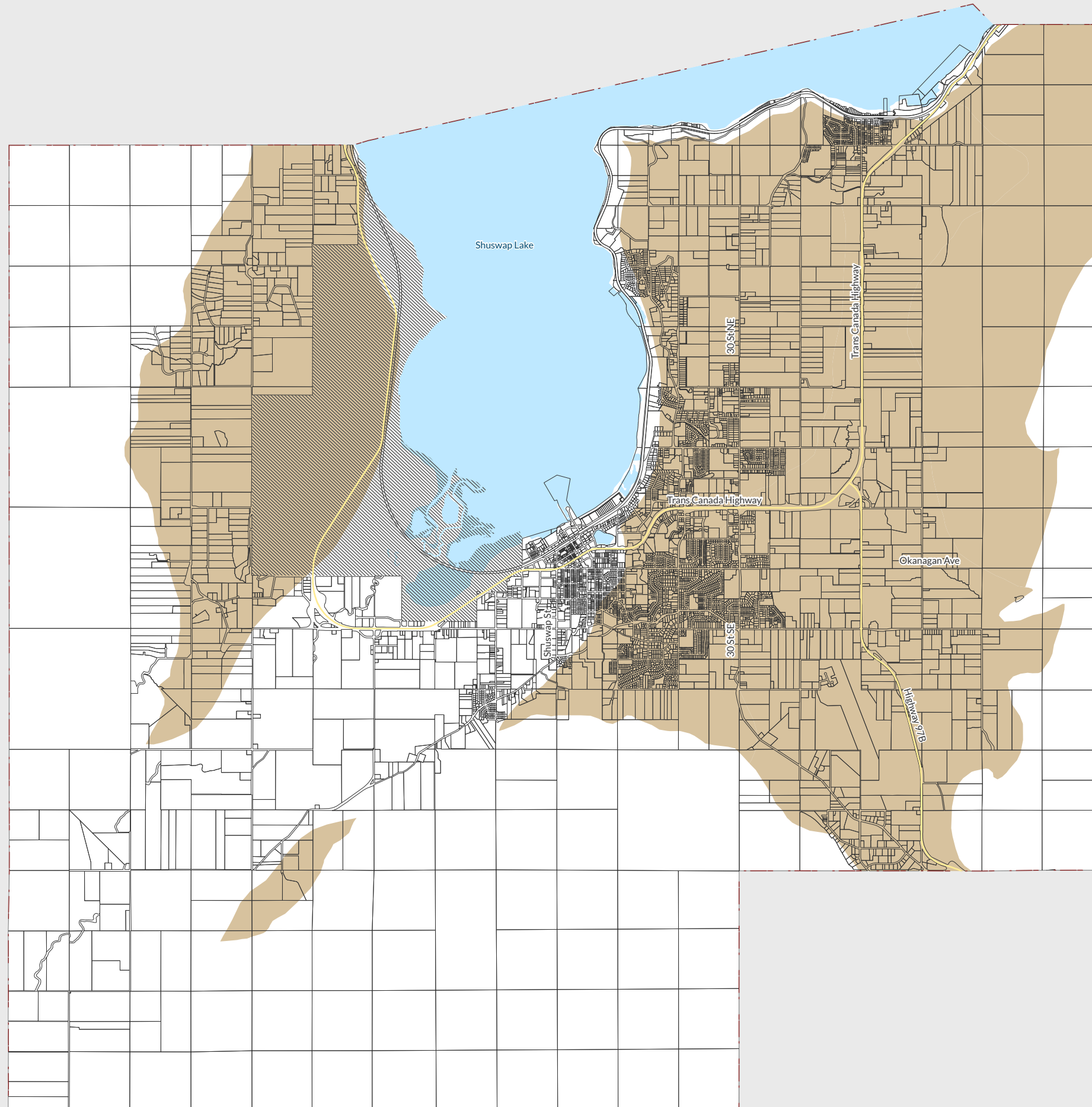
Last Updated: March 24, 2025

Draft - Subject to further and more detailed review

N
Scale: 1:60,000
Projection: NAD1983 UTMZONE11N

0 1.25 2.5 5 KM

- High Aggregate Potential
- City Boundary
- Highways
- Parcels
- IR/First Nations Lands
- Watercourse/Wetland/Lake



MAP G - ENVIRONMENTALLY SENSITIVE RESOURCES

Official Community Plan

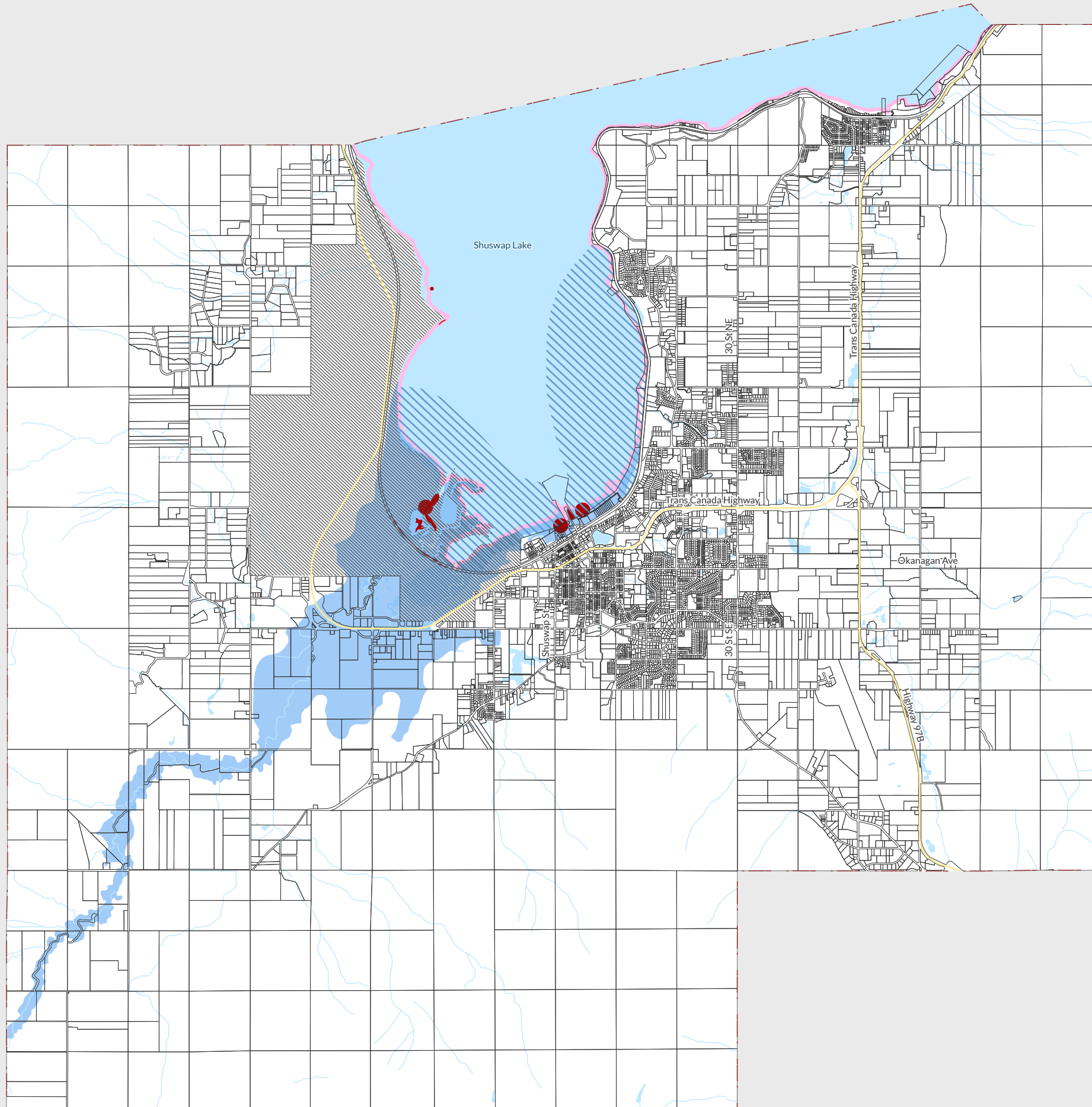
Last Updated: April 8, 2025

Draft - Subject to further and more detailed review

N
Scale: 1:60,000
Projection: NAD1983 UTMZONE11N

0 1.25 2.5 5 KM

-  Environmentally Sensitive Lake Areas
-  Endangered Species and Ecosystems - Blue
-  Endangered Species and Ecosystems - Red
-  Floodplain
-  Stream
-  City Boundary
-  Highways
-  Parcels
-  IR/First Nations Lands
-  Watercourse/Wetland/Lake



MAP H - ENVIRONMENTALLY SENSITIVE AREAS

Official Community Plan

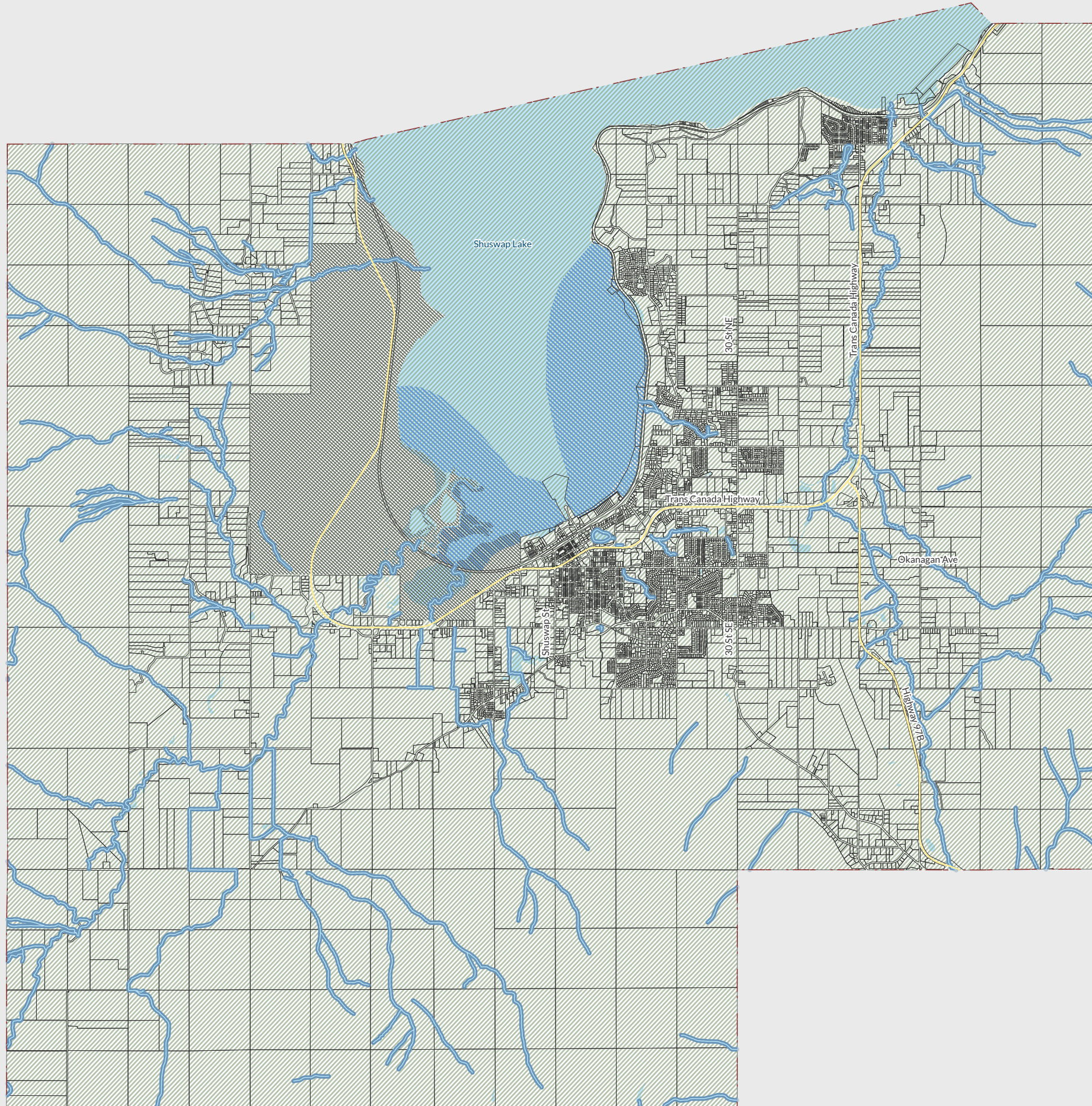
Last Updated: March 24, 2025

Draft - Subject to further and more detailed review

N
Scale: 1:60,000
Projection: NAD1983 UTMZONE11N

0 1.25 2.5 5 KM

-  Stream
-  Riparian Areas - 30m
-  Environmentally Sensitive Lake Areas
-  Environmentally Sensitive Areas
-  City Boundary
-  Highways
-  Parcels
-  IR/First Nations Lands
-  Watercourse/Wetland/Lake



MAP I - EXISTING AND PROPOSED PARKLAND













Official Community Plan

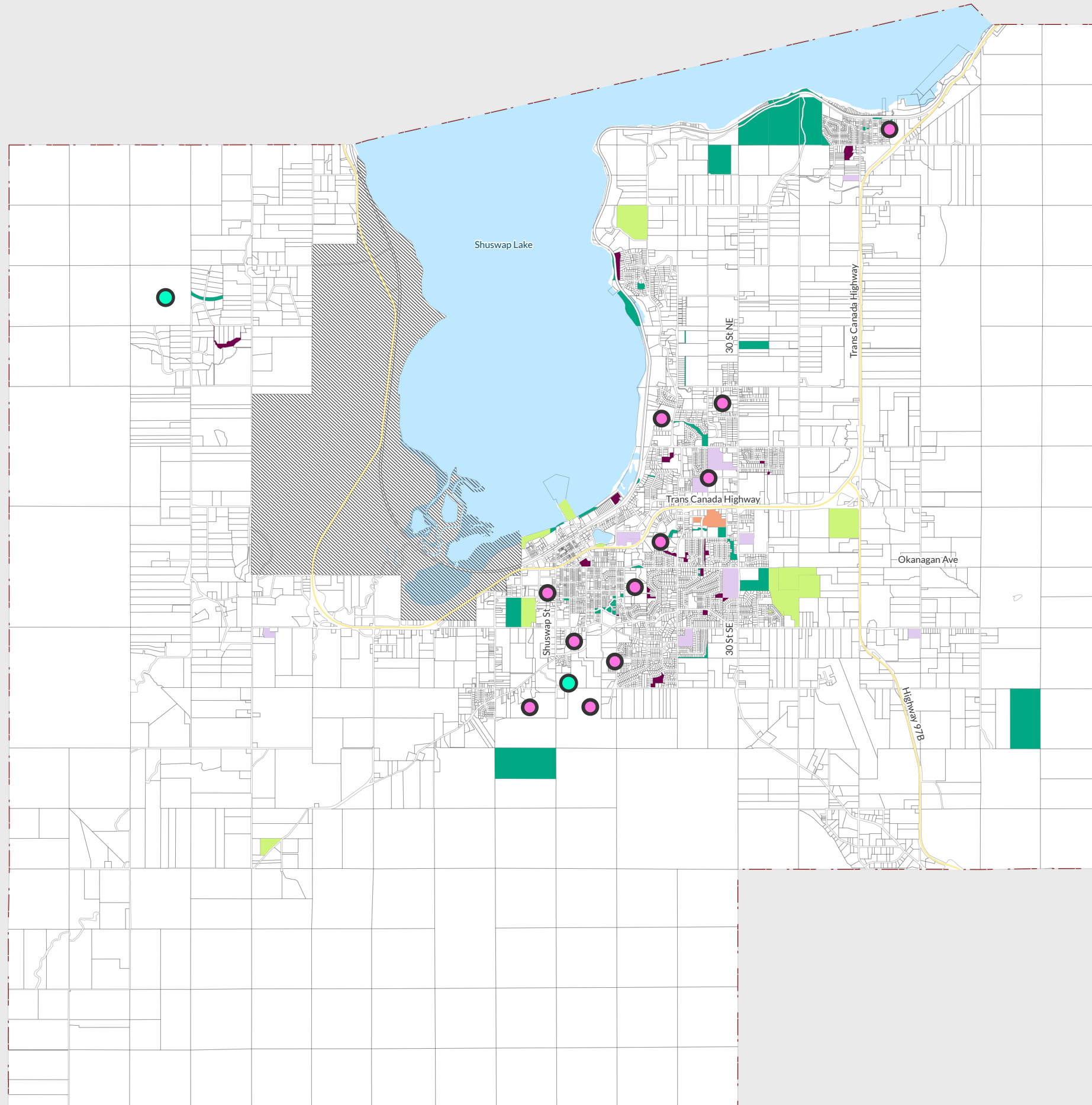
Last Updated: March 24, 2025

Draft - Subject to further and more detailed review

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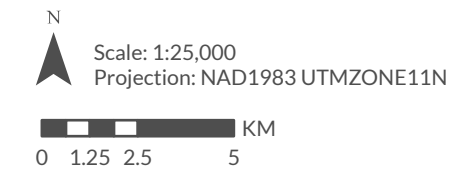
0 1.25 2.5 5 KM













-  Proposed Community Park (approximate location)
-  Proposed Neighbourhood Park (approximate location)
-  Schools
-  Existing Community Park
-  Existing Neighbourhood Park
-  Open Space
-  Recreation Facility
-  City Boundary
-  Highways
-  Parcels
-  IR/First Nations Lands
-  Watercourse/Wetland/Lake

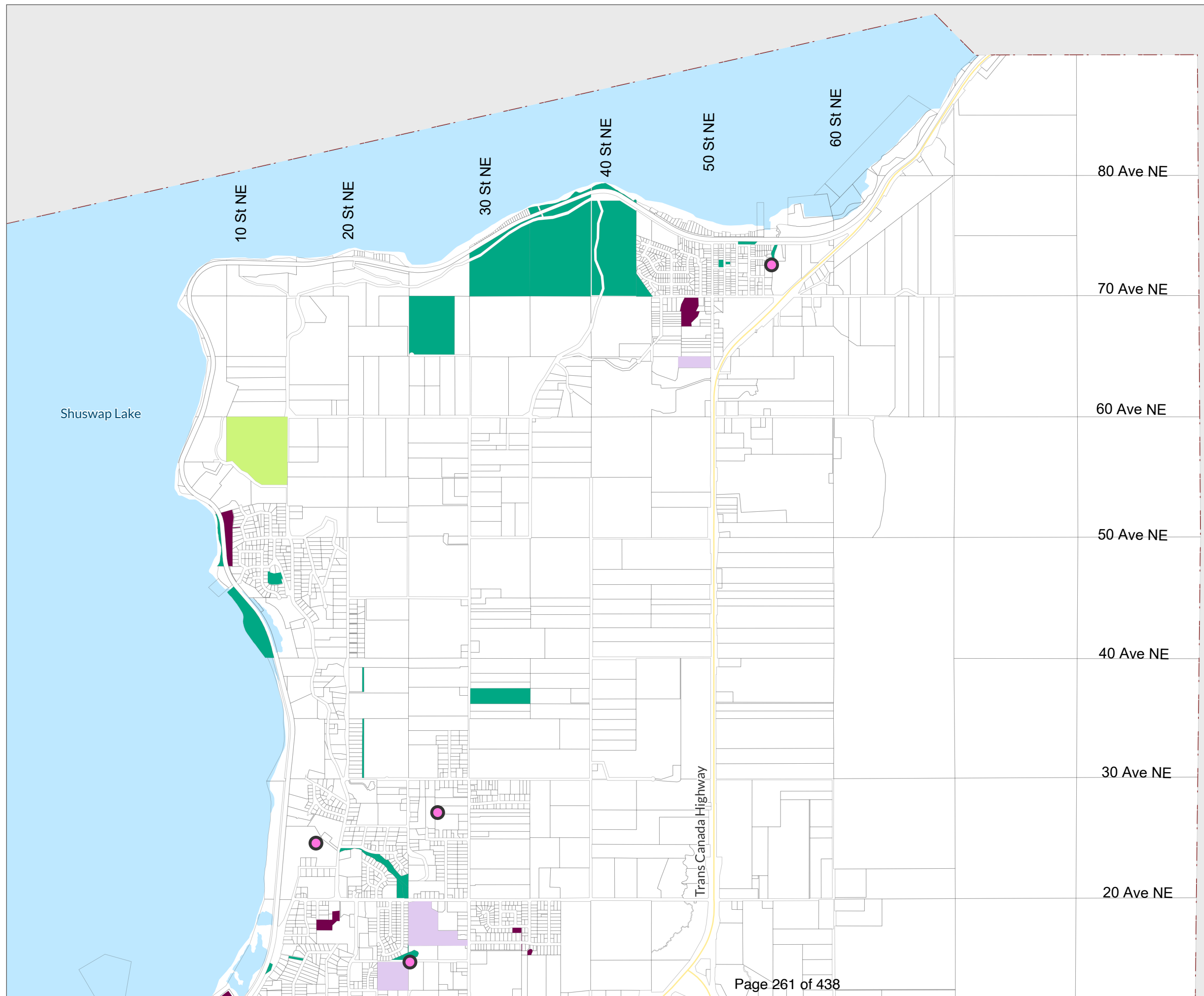
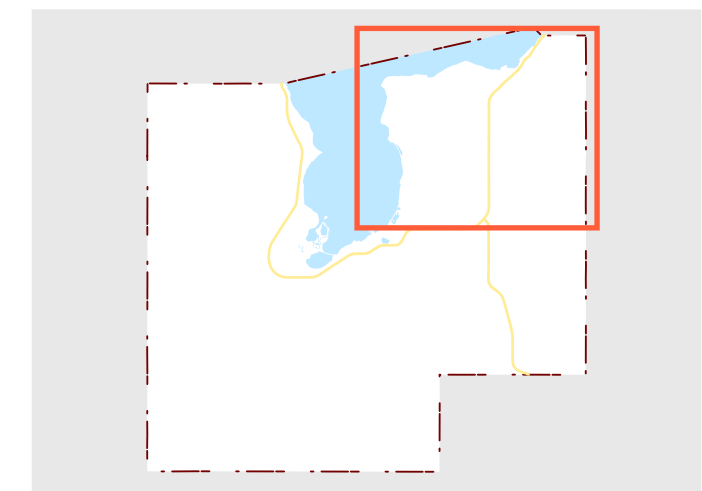


MAP I - EXISTING AND PROPOSED PARKLAND NORTHEAST QUADRANT

Official Community Plan | Last Updated: March 24, 2025
Draft - Subject to further and more detailed review



- | | | | |
|---|--|---|--------------------------|
|  | Proposed Community Park (approximate location) |  | City Boundary |
|  | Proposed Neighbourhood Park (approximate location) |  | Highways |
|  | Existing Community Park |  | Parcels |
|  | Existing Neighbourhood Park |  | IR/First Nations Lands |
|  | Open Space |  | Watercourse/Wetland/Lake |
|  | Recreation Facility | | |
|  | Schools | | |



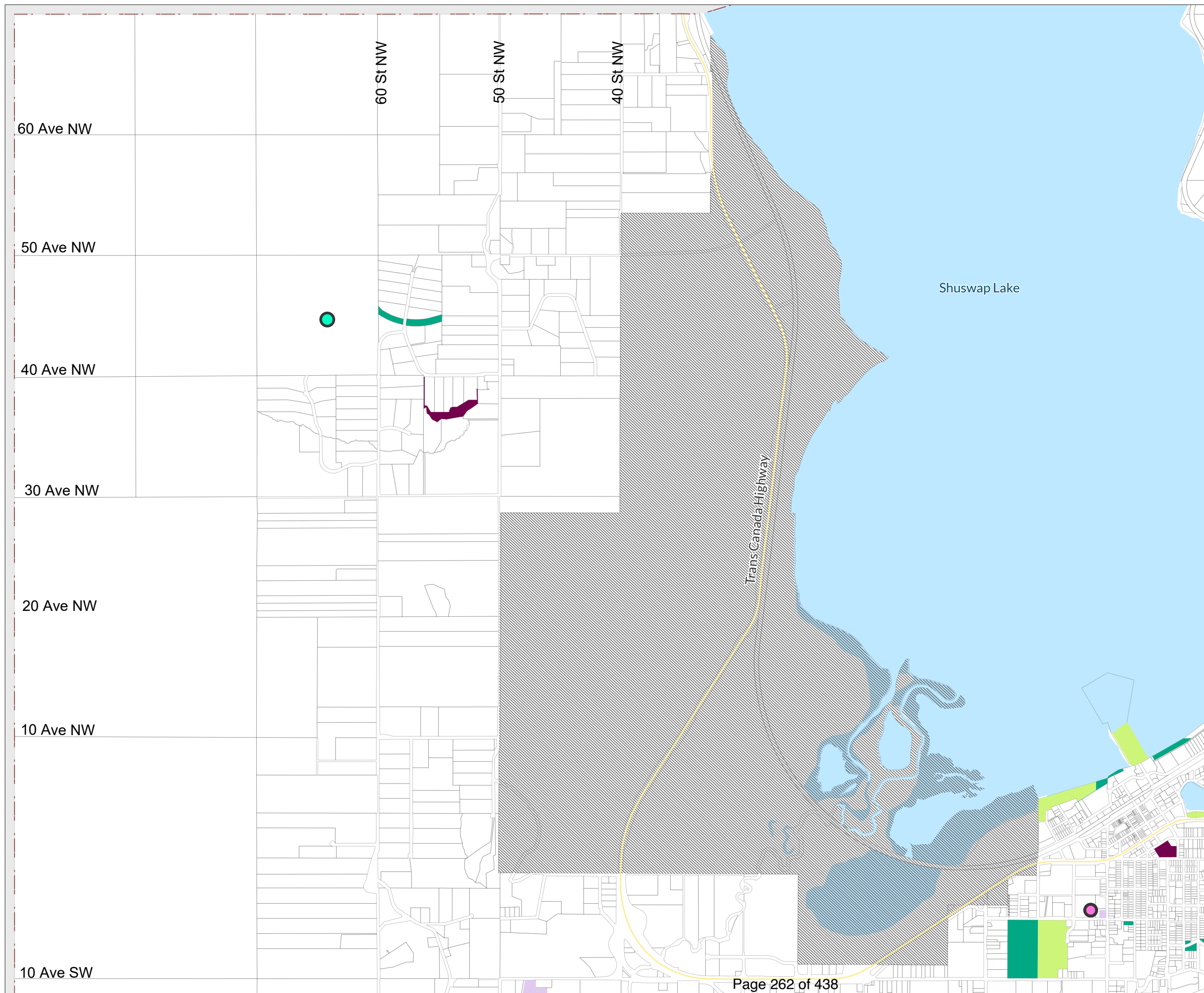
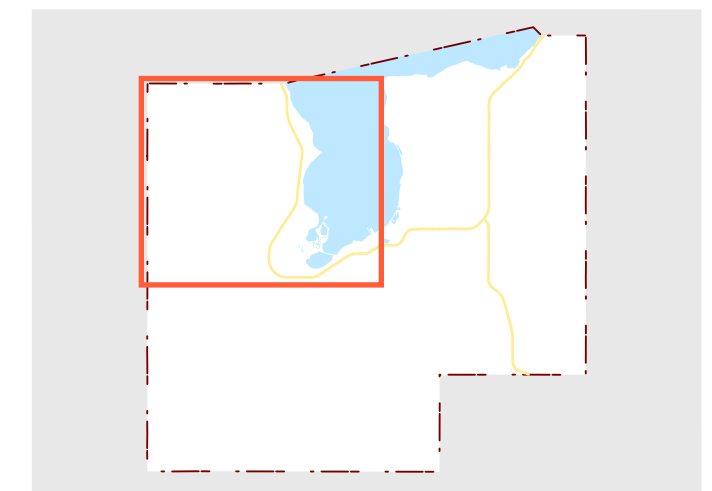
MAP I - EXISTING AND PROPOSED PARKLAND NORTHWEST QUADRANT

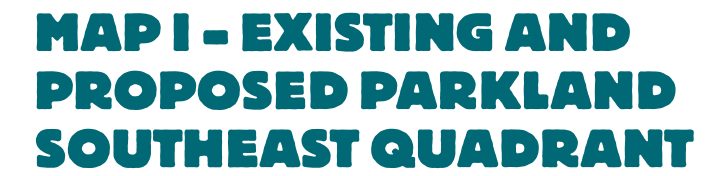
Official Community Plan | Last Updated: March 24, 2025
Draft - Subject to further and more detailed review

N
Scale: 1:25,000
Projection: NAD1983 UTMZONE11N

0 1.25 2.5 5 KM

- Proposed Community Park (approximate location)
- Proposed Neighbourhood Park (approximate location)
- Existing Community Park
- Existing Neighbourhood Park
- Open Space
- Recreation Facility
- Schools
- City Boundary
- Highways
- Parcels
- IR/First Nations Lands
- Watercourse/Wetland/Lake

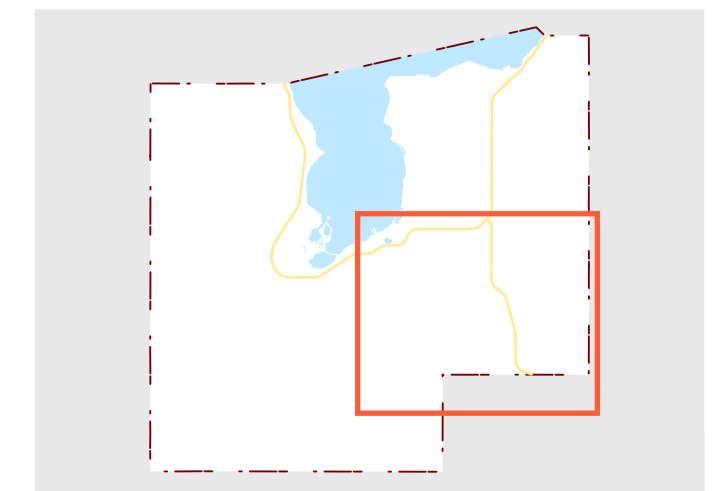
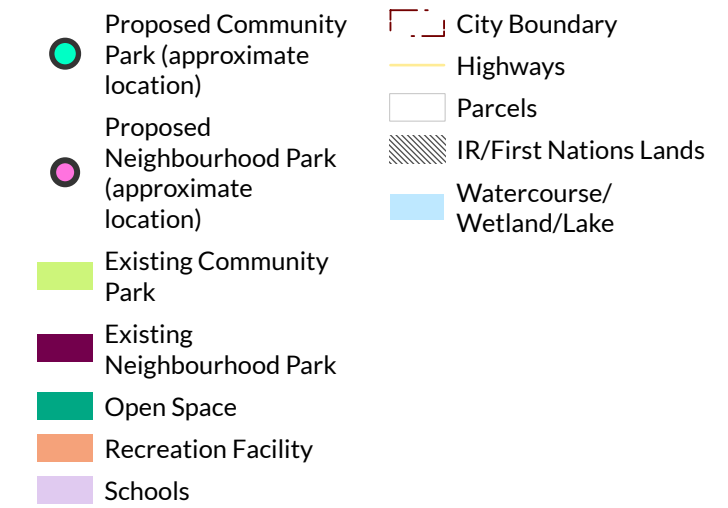




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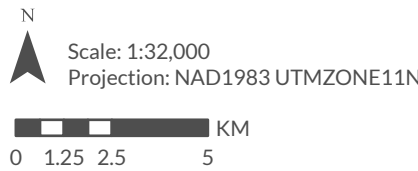
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

0 1.25 2.5 5 KM

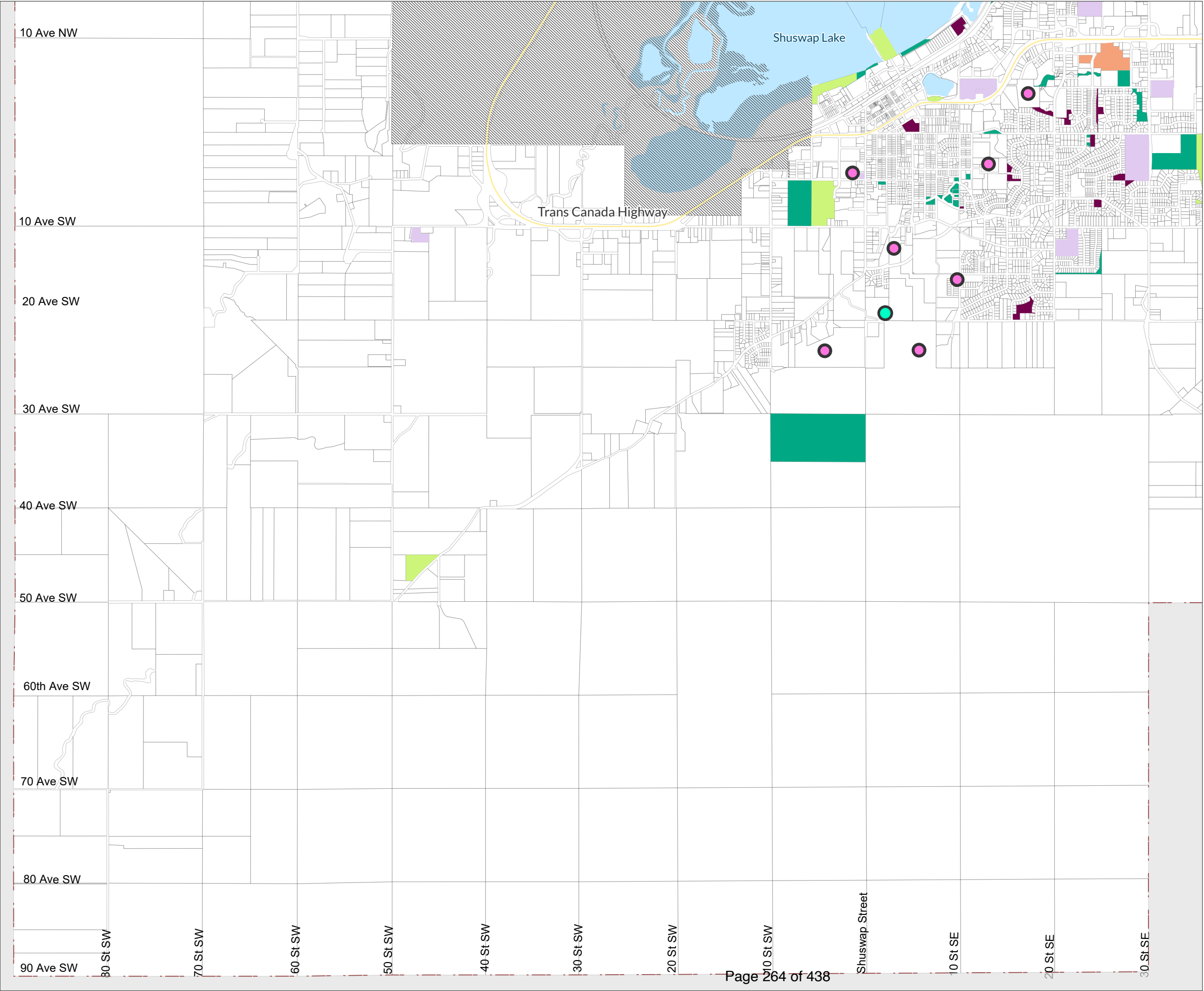
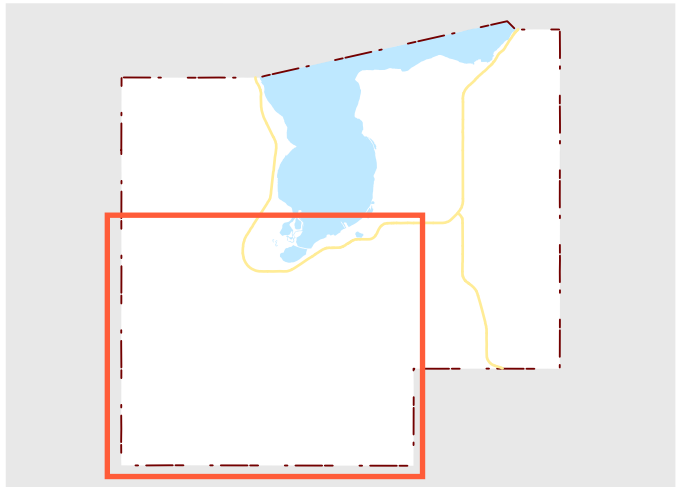


**MAP I - EXISTING AND
PROPOSED PARKLAND
SOUTHWEST QUADRANT**

Official Community Plan | Last Updated: March 24, 2025
Draft - Subject to further and more detailed review



- | | | | |
|---|--|---|--------------------------|
|  | Proposed Community Park (approximate location) |  | City Boundary |
|  | Proposed Neighbourhood Park (approximate location) |  | Highways |
|  | Existing Community Park |  | Parcels |
|  | Existing Neighbourhood Park |  | IR/First Nations Lands |
|  | Open Space |  | Watercourse/Wetland/Lake |
|  | Recreation Facility | | |
|  | Schools | | |



MAP J - EXISTING AND PROPOSED GREENWAYS

Official Community Plan

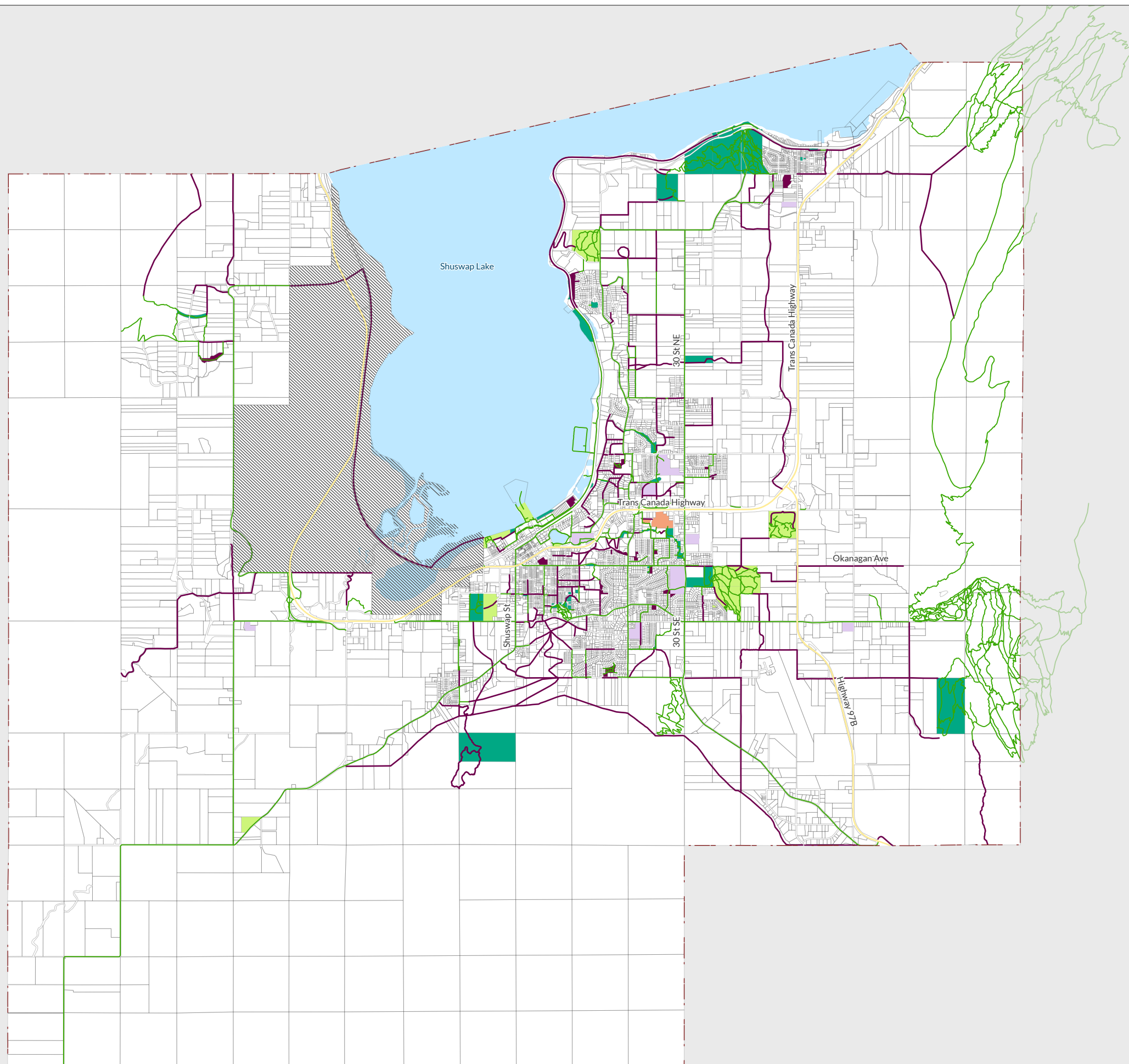
Last Updated: April 8, 2025

Draft - Subject to further and more detailed review

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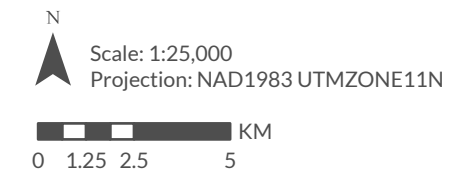
0 1.25 2.5 5 KM

- Existing Greenways
- Proposed Greenways
- Community Park
- Neighbourhood Park
- Open Space
- Recreation Facility
- Schools
- City Boundary
- Highways
- Parcels
- IR/First Nations Lands
- Watercourse/Wetland/Lake

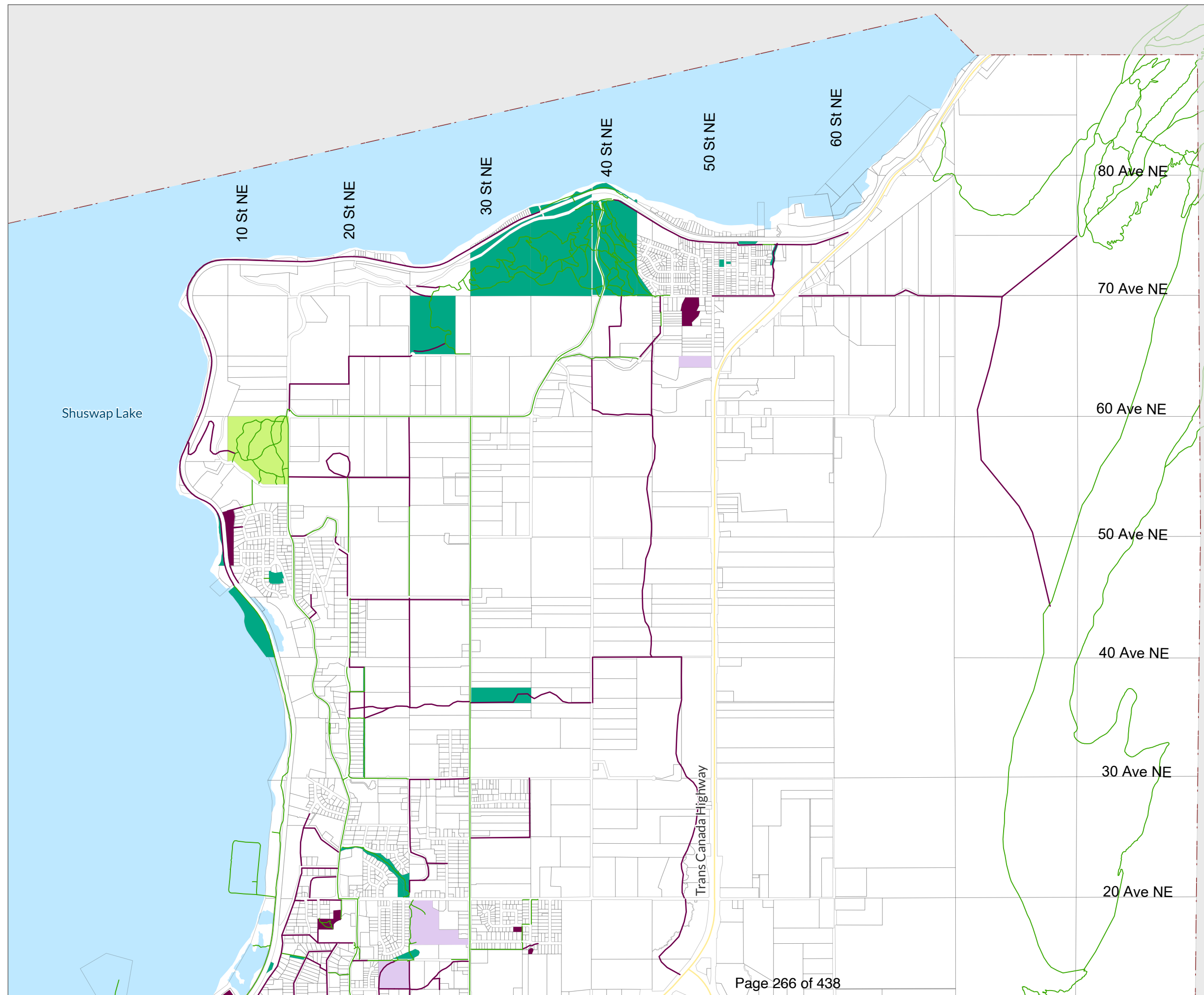
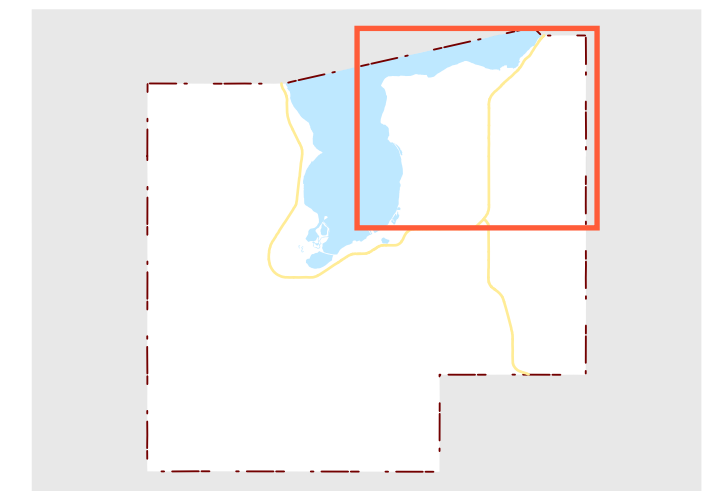


MAP J - EXISTING AND PROPOSED GREENWAYS NORTHEAST QUADRANT

Official Community Plan | Last Updated: April 8, 2025
Draft - Subject to further and more detailed review

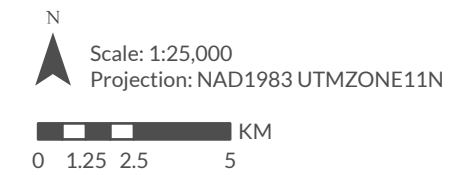


- | | |
|---------------------|------------------------------|
| Existing Greenways | City Boundary |
| Proposed Greenways | Highways |
| Community Park | Parcels |
| Neighbourhood Park | IR/First Nations Lands |
| Open Space | Watercourse/
Wetland/Lake |
| Recreation Facility | |
| Schools | |

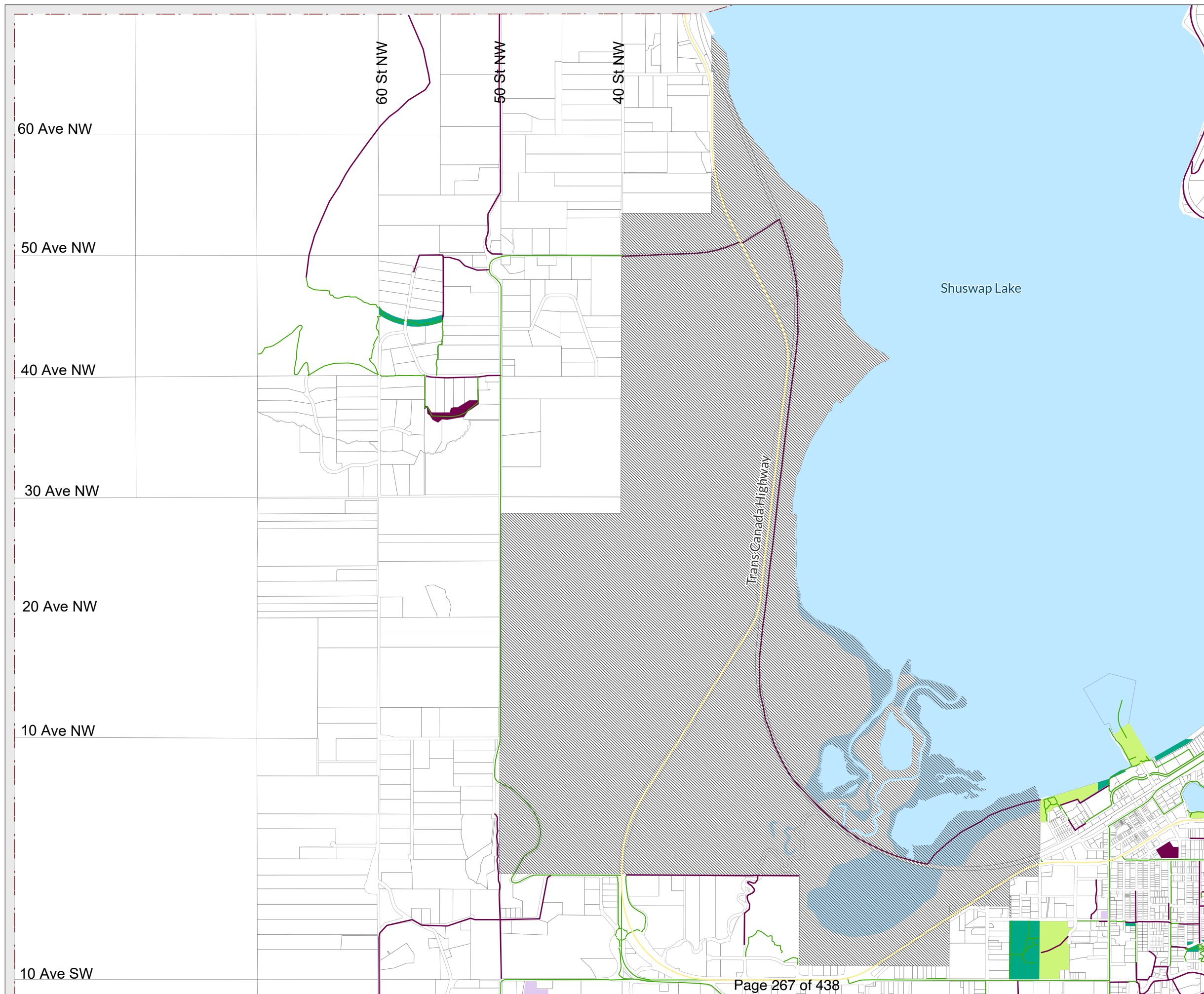
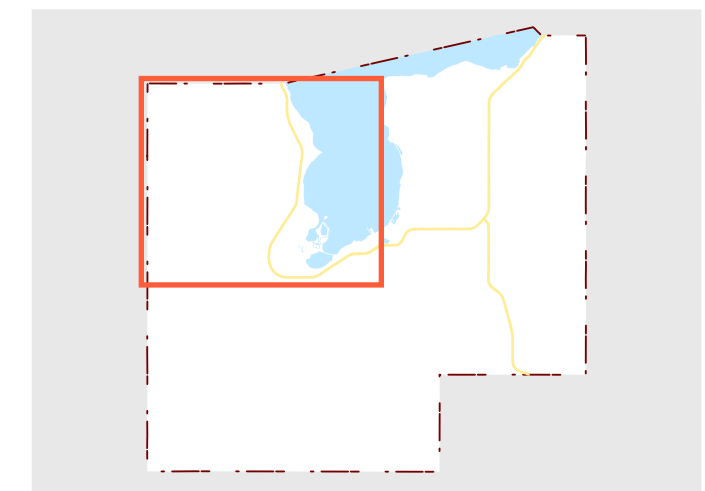


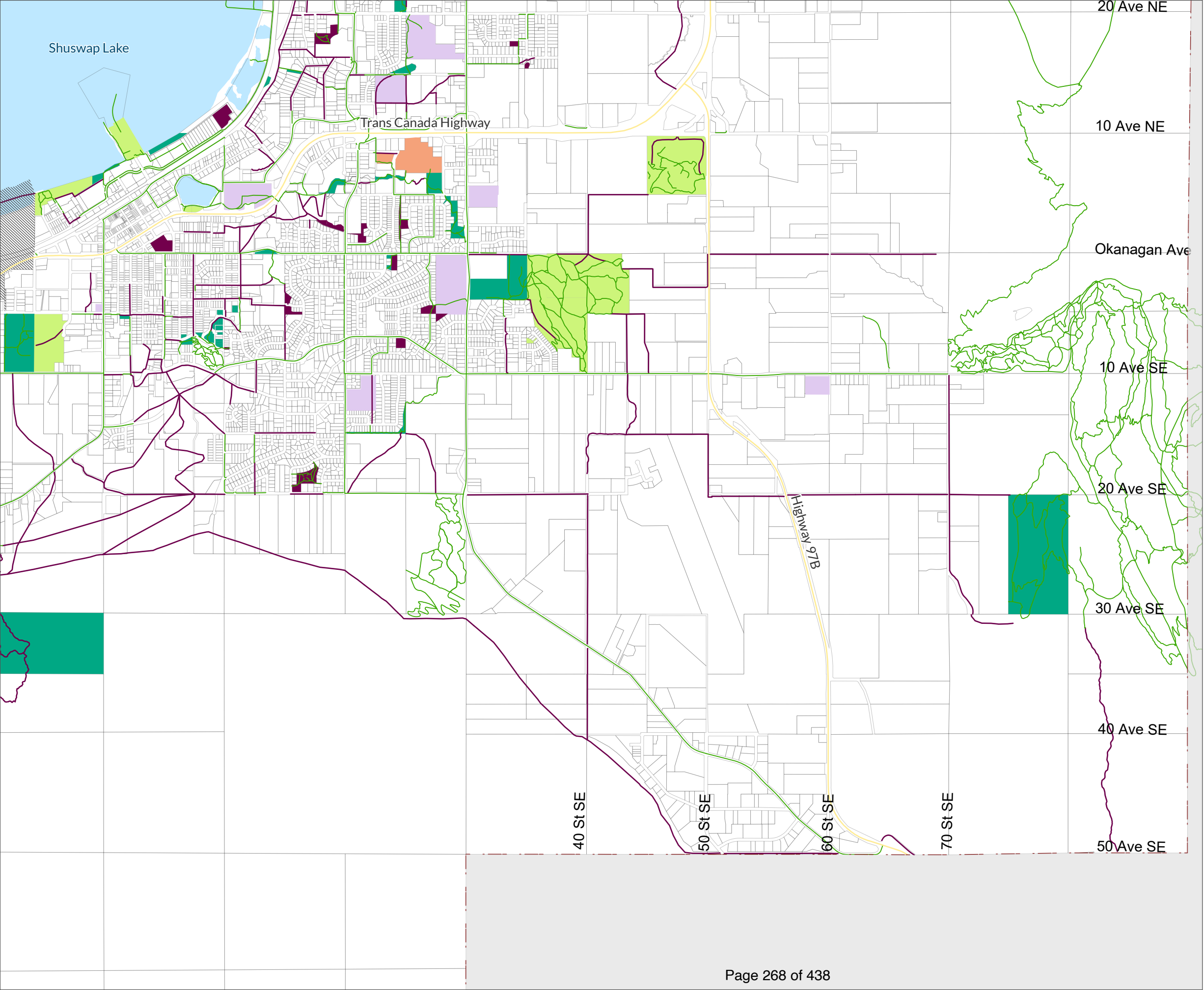
MAP J - EXISTING AND PROPOSED GREENWAYS NORTHWEST QUADRANT

Official Community Plan | Last Updated: April 8, 2025
Draft - Subject to further and more detailed review



- | | |
|---------------------|------------------------------|
| Existing Greenways | City Boundary |
| Proposed Greenways | Highways |
| Community Park | Parcels |
| Neighbourhood Park | IR/First Nations Lands |
| Open Space | Watercourse/
Wetland/Lake |
| Recreation Facility | |
| Schools | |

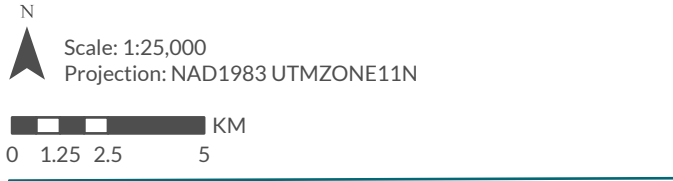




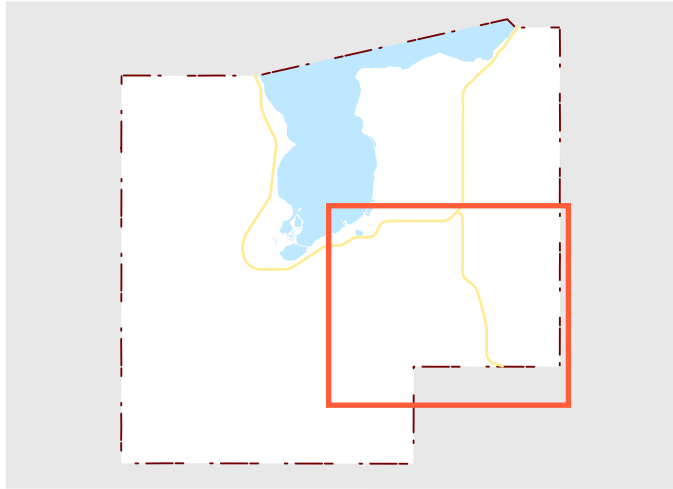
CITY OF
SALMON ARM

MAP J - EXISTING AND PROPOSED GREENWAYS SOUTHEAST QUADRANT

Official Community Plan | Last Updated: April 8, 2025
Draft - Subject to further and more detailed review

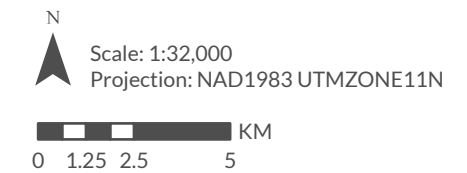














- | | |
|---------------------|--------------------------|
| Existing Greenways | City Boundary |
| Proposed Greenways | Highways |
| Community Park | Parcels |
| Neighbourhood Park | IR/First Nations Lands |
| Open Space | Watercourse/Wetland/Lake |
| Recreation Facility | |
| Schools | |

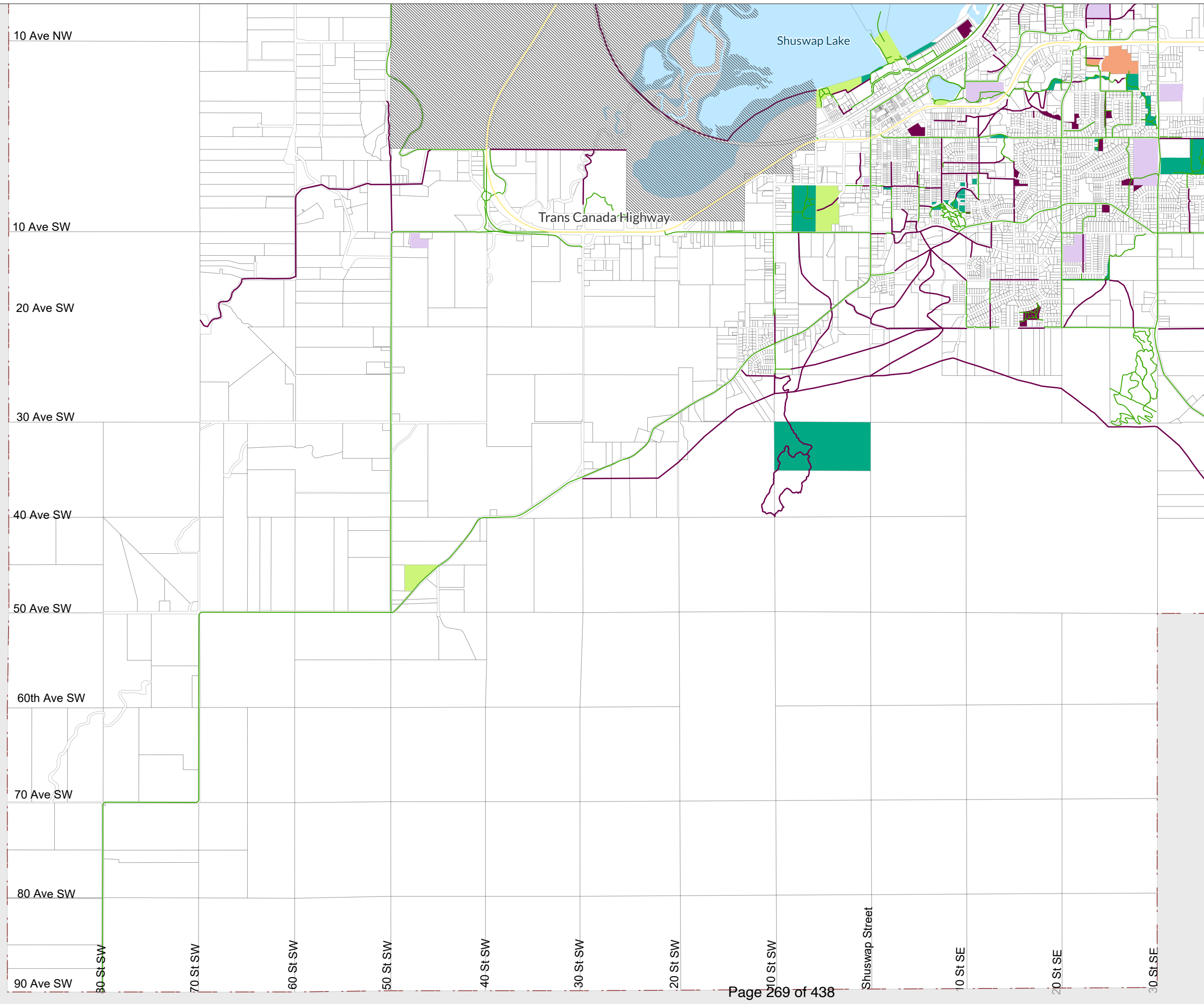
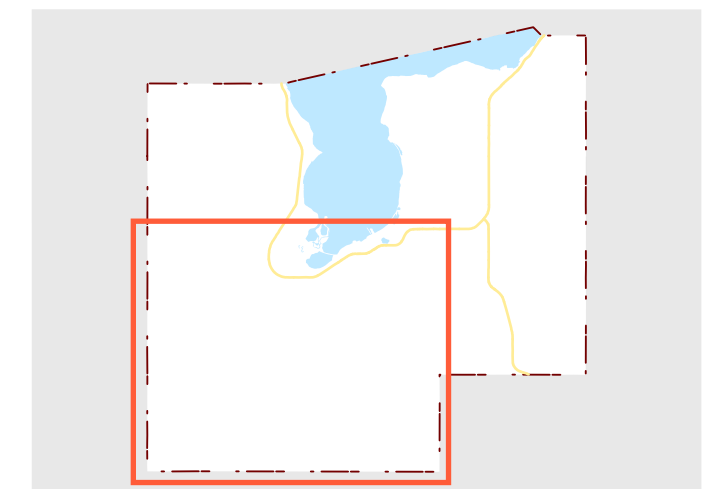


MAP J - EXISTING AND PROPOSED GREENWAYS SOUTHWEST QUADRANT

Official Community Plan | Last Updated: April 8, 2025
Draft - Subject to further and more detailed review



- | | |
|---|--|
|  Existing Greenways |  City Boundary |
|  Proposed Greenways |  Highways |
|  Community Park |  Parcels |
|  Neighbourhood Park |  IR/First Nations Lands |
|  Open Space |  Watercourse/
Wetland/Lake |
|  Recreation Facility | |
|  Schools | |

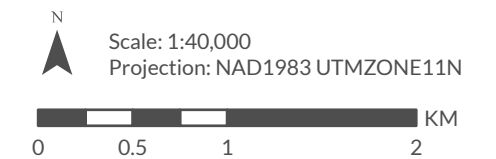























MAP K - COMMUNITY FACILITIES

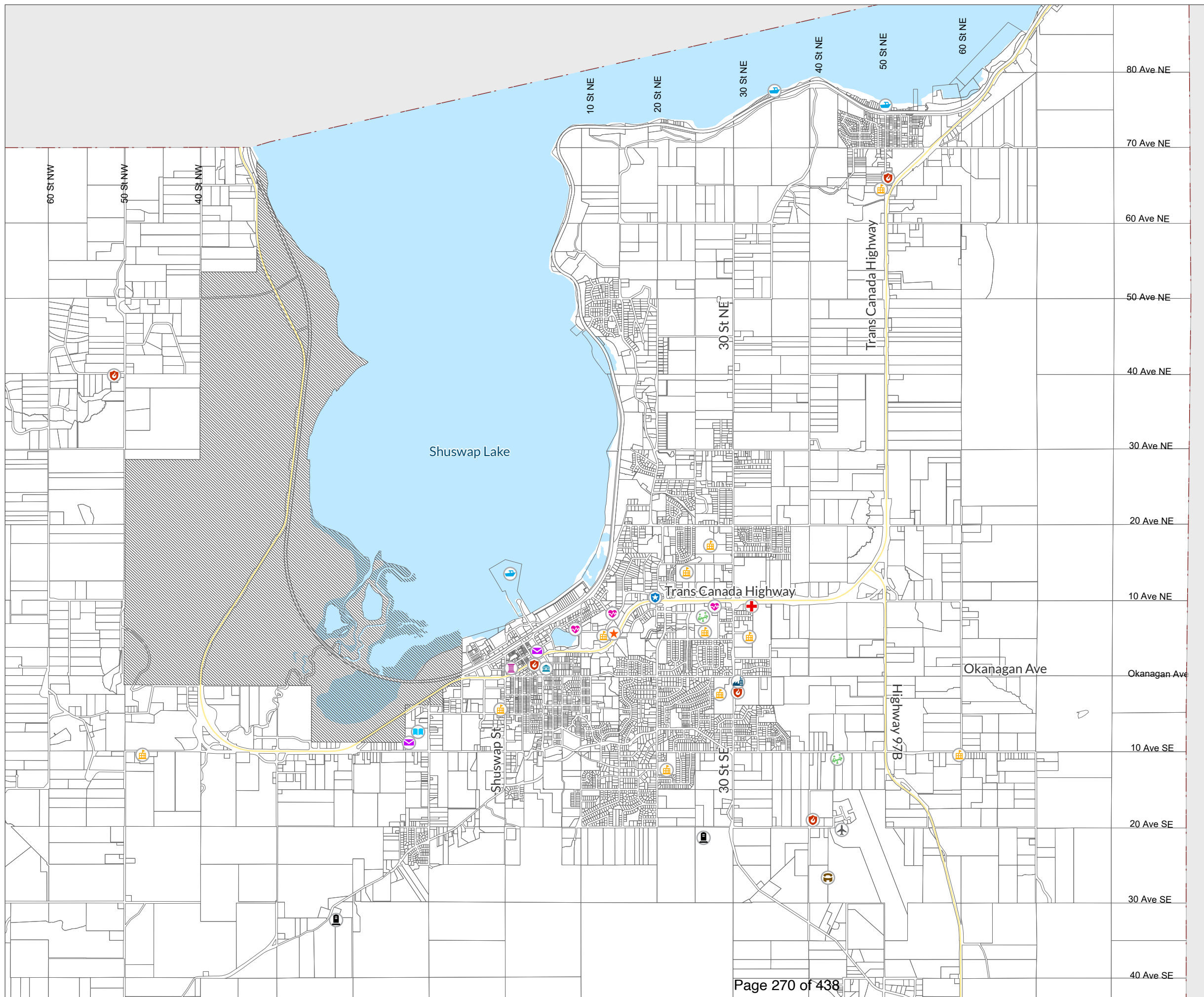
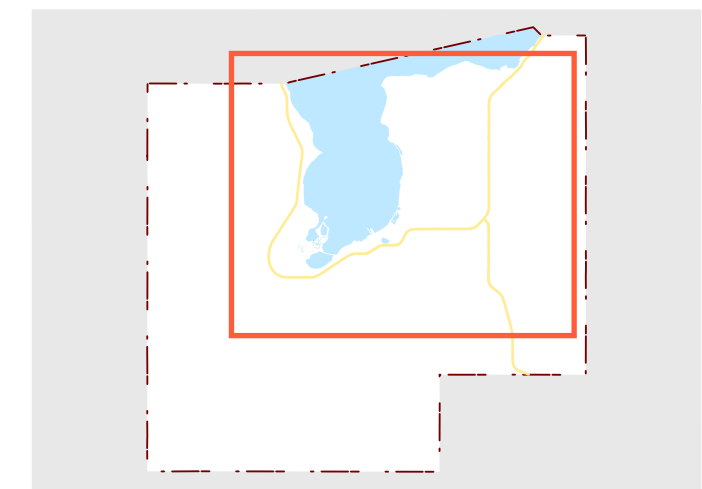
Official Community Plan

Last Updated: March 24, 2025

Draft - Subject to further and more detailed review



- | | | | |
|---|--------------------|---|------------------------------|
|  | Airport |  | City Boundary |
|  | Ambulance |  | Highways |
|  | Art Gallery |  | Parcels |
|  | Fire |  | IR/First Nations Lands |
|  | Police |  | Watercourse/
Wetland/Lake |
|  | Cemetery | | |
|  | City Hall | | |
|  | Health | | |
|  | Library | | |
|  | Marina/Boat Launch | | |
|  | Municipal | | |
|  | Post Office | | |
|  | Recreation | | |
|  | School | | |
|  | Rescue Unit | | |
|  | Regional Landfill | | |



MAP L - ROAD NETWORK PLAN

Official Community Plan

Last Updated: April 8 , 2025

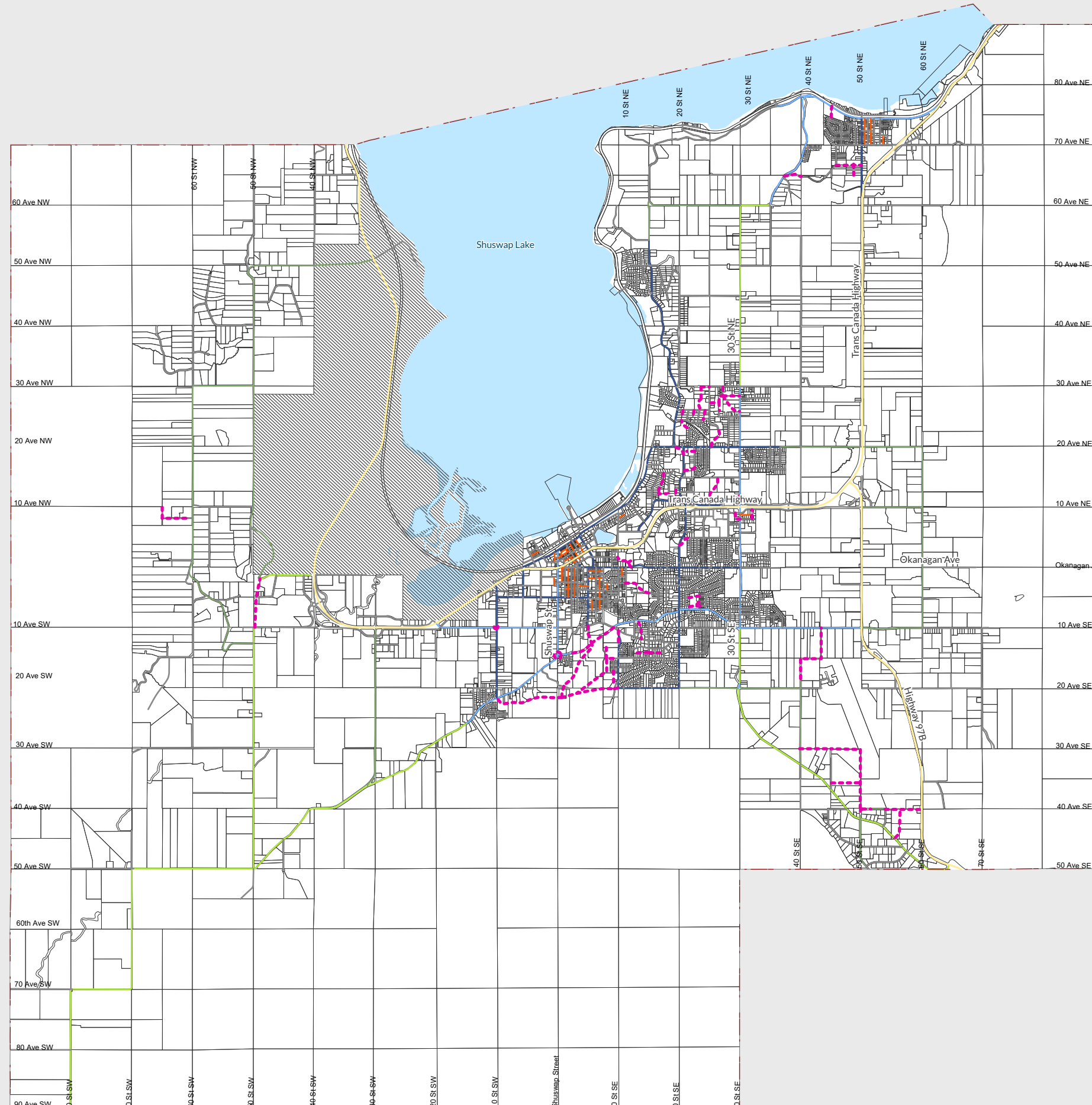
Draft - Subject to further and more detailed review

N
Scale: 1:60,000
Projection: NAD1983 UTMZONE11N

0 1.25 2.5 5 KM

- Future Roads
- Designated Provincial Highways
- Designated Rural Arterial Streets
- Designated Rural Collector Streets
- Designated Urban Arterial Streets
- Designated Urban Collector Streets
- Lane
- Local Roads

- City Boundary
- Highways
- Parcels
- IR/First Nations Lands
- Watercourse/Wetland/Lake



MAP M - ACTIVE TRANSPORTATION

Official Community Plan

Last Updated: March 24, 2025

Draft - Subject to further and more detailed review

N
Scale: 1:60,000
Projection: NAD1983 UTMZONE11N

0 1.25 2.5 5 KM

— Multi Use Path

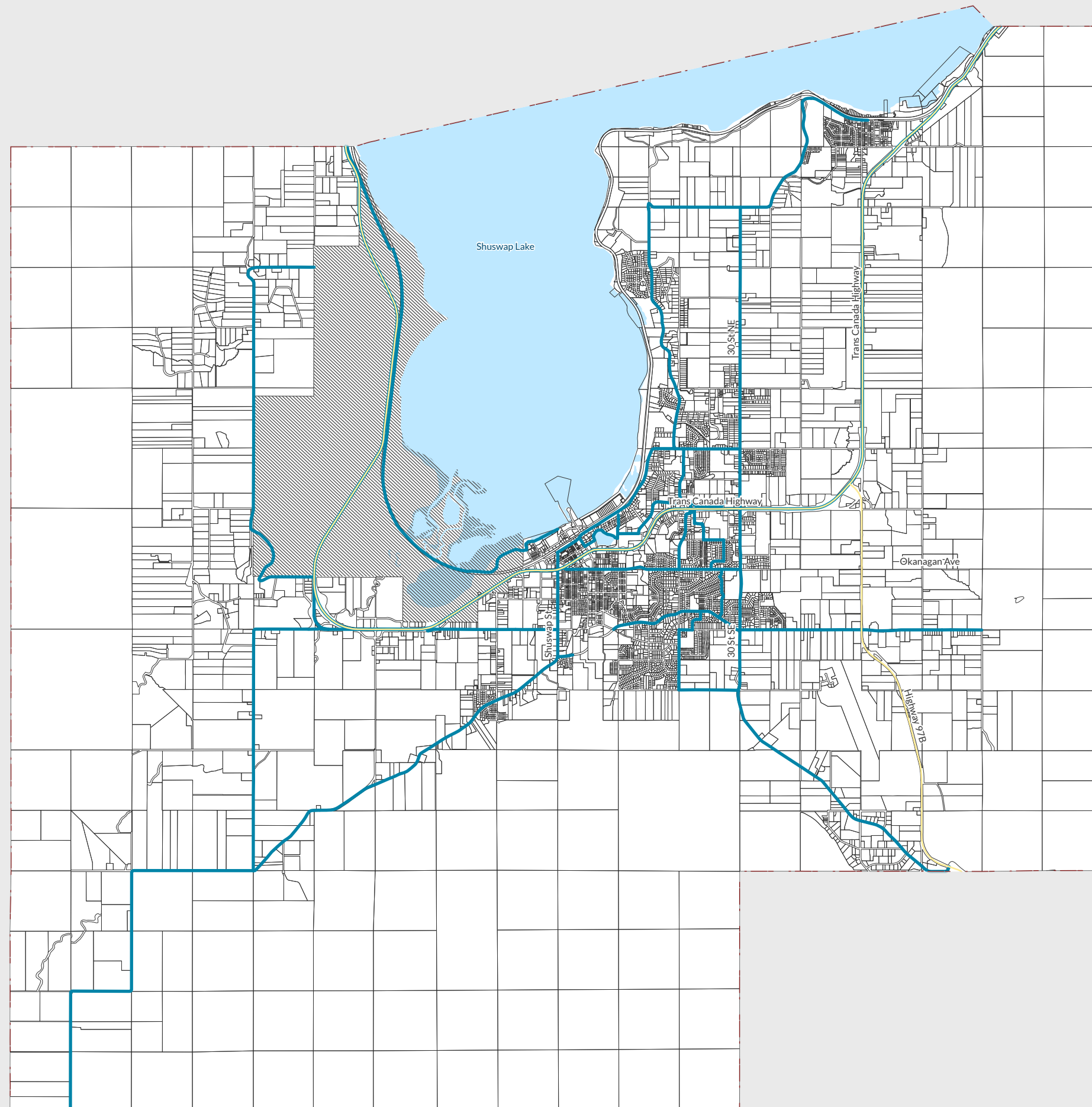
— City Boundary

— Highways

— Parcels

— IR/First Nations Lands

— Watercourse/Wetland/Lake



MAP N - WATER SYSTEM



















Official Community Plan

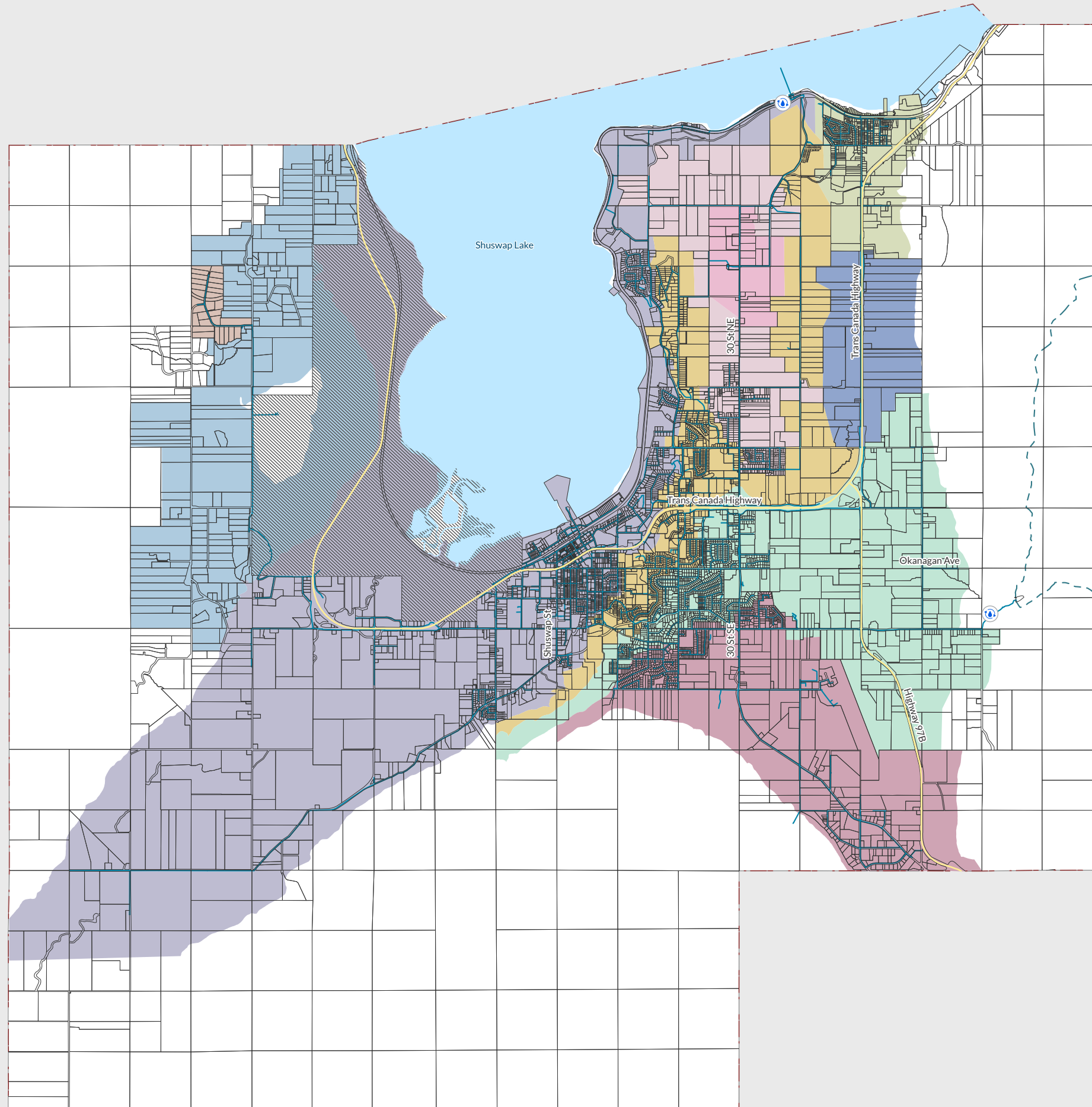
Last Updated: April 8, 2025

Draft - Subject to further and more detailed review

N
Scale: 1:60,000
Projection: NAD1983 UTMZONE11N

0 1.25 2.5 5 KM

-  Water Treatment Plant
-  Water Main
-  East Canoe Creek Watershed Boundary
-  Zone 1
-  Zone 1A
-  Zone 2
-  Zone 2A
-  Zone 2B
-  Zone 2C
-  Zone 3
-  Zone 3A
-  Zone 4
-  Zone 5
-  City Boundary
-  Highways
-  Parcels
-  IR/First Nations Lands
-  Watercourse/Wetland/Lake



MAP O - SANITARY SEWER SYSTEM





Official Community Plan






Last Updated: March 24, 2025

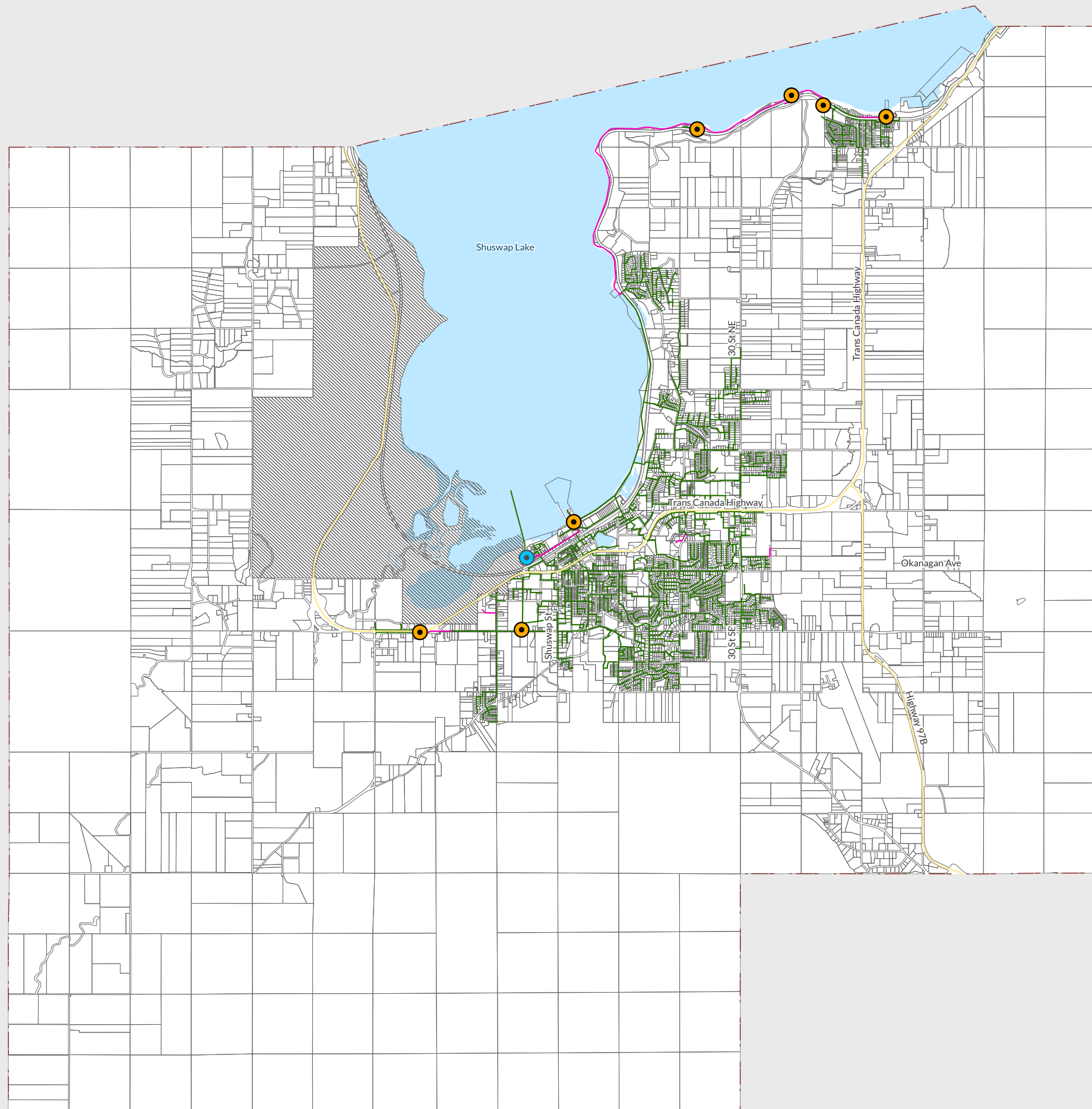
Draft - Subject to further and more detailed review

N
Scale: 1:60,000
Projection: NAD1983 UTMZONE11N

0 1.25 2.5 5 KM

-  Water Pollution Control Center
-  Sanitary Liftstation
-  Gravity Main
-  Force Main

-  City Boundary
-  Highways
-  Parcels
-  IR/First Nations Lands
-  Watercourse/Wetland/Lake



MAP P - STORM DRAINAGE SYSTEM

Official Community Plan

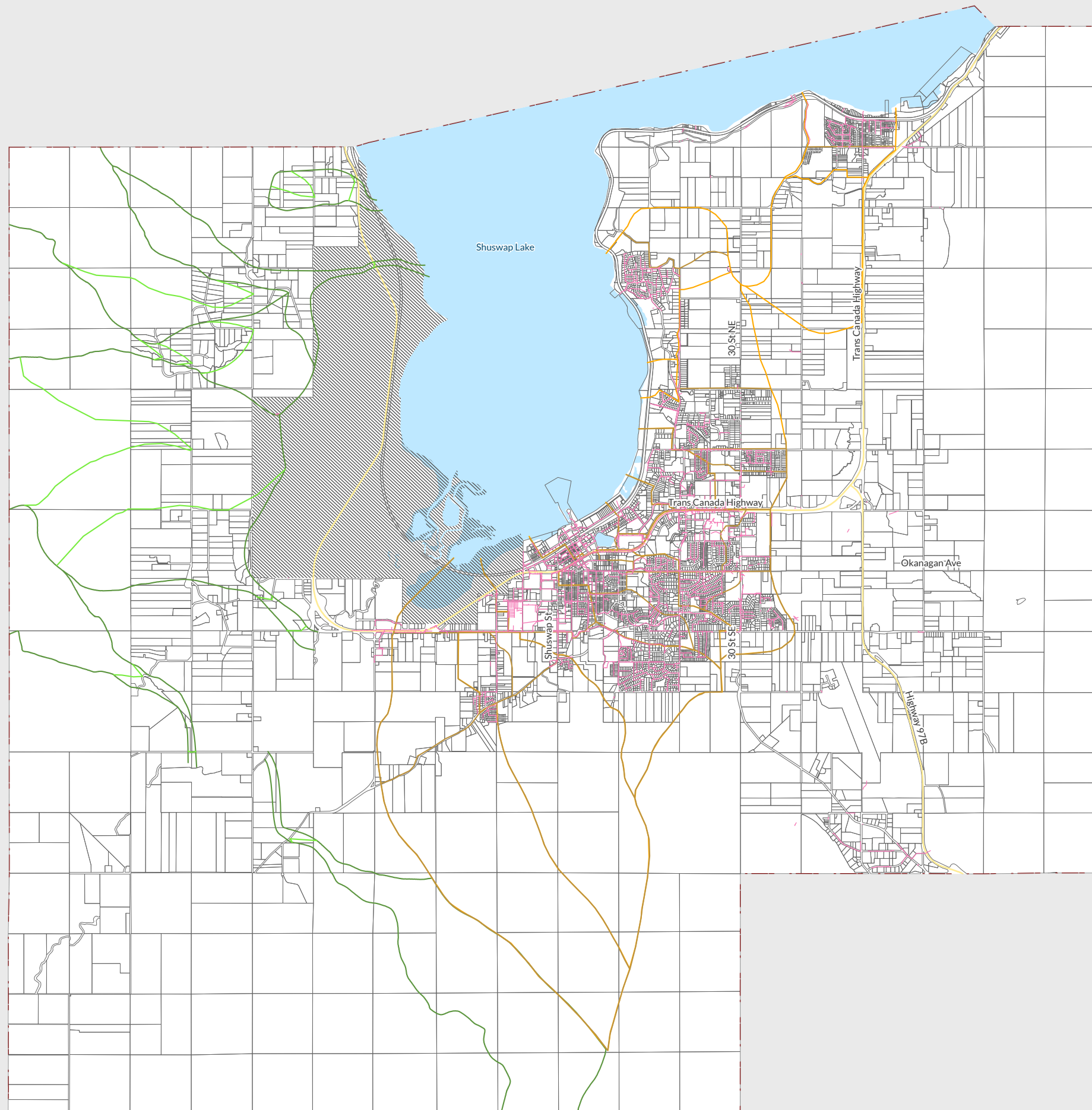
Last Updated: March 24, 2025

Draft - Subject to further and more detailed review

N
Scale: 1:60,000
Projection: NAD1983 UTMZONE11N

0 1.25 2.5 5 KM

- Storm Sewer Main
- Creek Basin Boundary
- Creek Sub-Basin Boundary
- Drainage Basin Boundary
- Drainage Sub-Basin Boundary
- - - City Boundary
- Highways
- Parcels
- IR/First Nations Lands
- Watercourse/Wetland/Lake

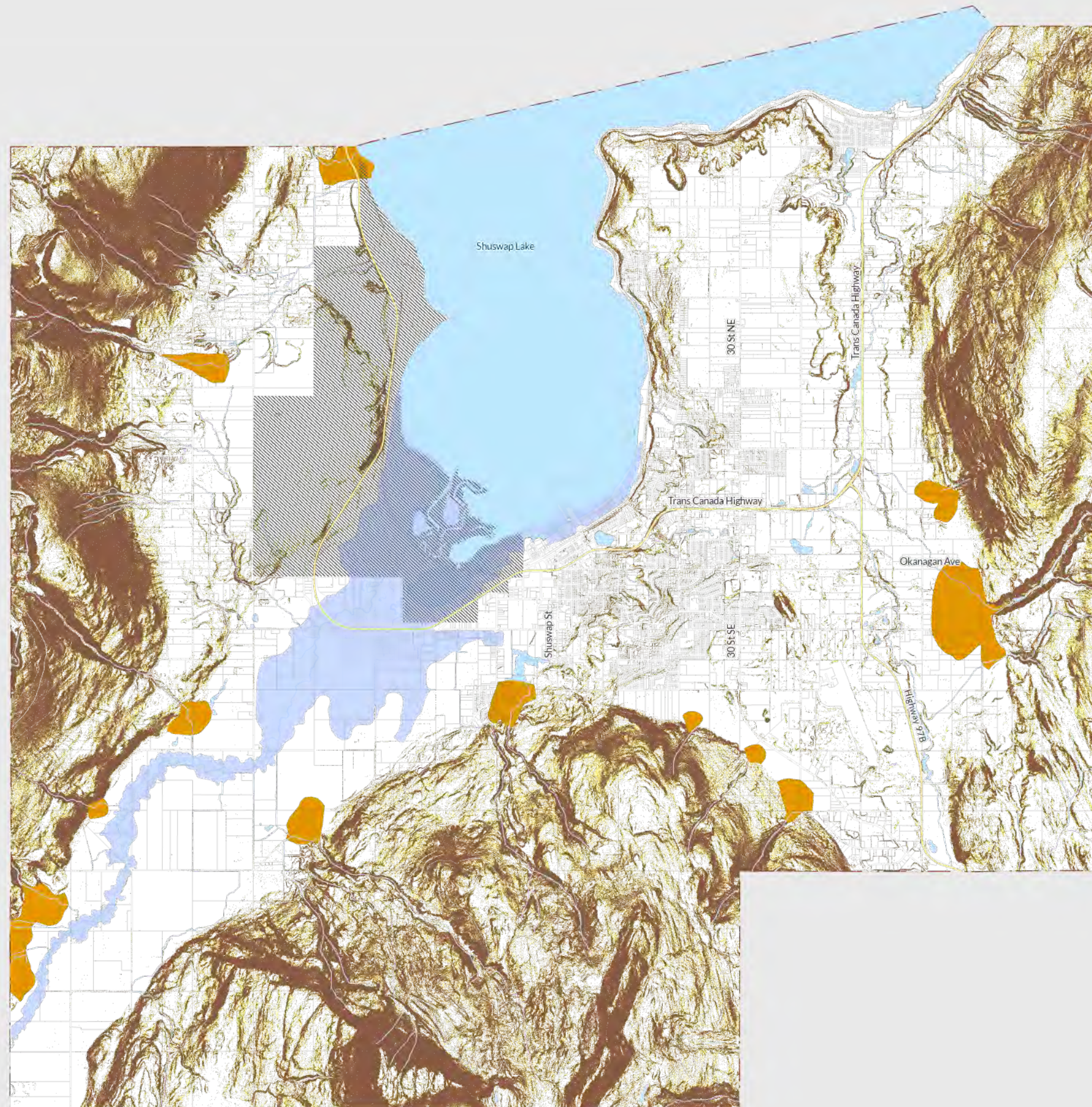



MAP Q - POTENTIAL HAZARDS

Official Community Plan

Last Updated: March 24, 2025

Draft - Subject to further and more detailed review



-  200 Year Floodplain
-  Stream
-  Steep Creek Hazards - data is from CSRD and referenced in the CSRD's Geohazard Risk Prioritization (BGC 2020) report
-  Slope 20-30%
-  Slope >30%
-  City Boundary
-  Highways
-  Parcels
-  IR/First Nations Lands
-  Watercourse/Wetland/Lake



REQUEST FOR DECISION

To: Mayor & Members of Council

Title: Manager of Engineering (City Engineer) – Curbside Collection Amendment Bylaw No. 4682

Date: April 14, 2025

Motion for Consideration:

THAT: the bylaw entitled City of Salmon Arm Curbside Collection Amendment Bylaw No. 4682 be read a first, second and third time.

Background:

City of Salmon Arm Curbside Collection Bylaw No. 4281 ("Bylaw"), was adopted by Council on June 10, 2019, coinciding with the addition of Food Waste curbside collection, which commenced on July 1, 2019.

A new curbside collection contract, approved by Council on November 12, 2024, will commence on July 1, 2025 and under this contract there will be a change to the frequency of yard waste collection from bi-annually to monthly (April to November).

Additionally, on December 9, 2024, Council approved the new Recycle BC agreement. Under this agreement, Recycle BC has added secondary suites and accessory dwelling units as households for which the City can receive the financial incentive for providing curbside recycling collection.

As a result of these new agreements, the Bylaw needs to be amended to reflect the noted changes. These amendments are summarized below. Staff have also reviewed the Bylaw for overall accuracy, consistency and clarity which has resulted in several minor housekeeping amendments.

1. Amendment to the Definition of Curbside Household

The Curbside Household definition in Section 1 of the Bylaw specifies the types of dwellings that meet the City's criteria to receive the curbside collection service and Recycle BC's criteria to receive the financial incentive for recycling collection. The definition also allows the Director of Engineering and Public Works to determine if other dwelling types are eligible to receive the service through the opt-in application process described in Section 6 of the Bylaw. The definition required updates to align with recent zoning bylaw changes and updates to reflect existing program concerns as noted below.

Bare land stratas and mobile home parks (MHP) are included in the Curbside Household definition and therefore automatically included into the program. These developments consist of a variety of dwelling types and access conditions which can create operational issues; specifically, sufficient space for container set-out and collection, and enclosed storage to prevent wildlife access tend to be a challenge with these types of developments. Staff are proposing that bare land stratas and MHPs be removed from the Curbside Household definition and require opt-in, which will allow staff to review the development to ensure that they meet the criteria to receive curbside collection. Stratas and MHPs currently receiving the service will continue to be included in the program.

Currently secondary suites are excluded from the definition of Curbside Household and staff are proposing to similarly exclude accessory dwelling units (“suites”). This allows flexibility for owners to either share one set of bins or opt-in for multiple bins, if desired (see Item 2 discussion). Staff will review opt-in applications to ensure that the suite(s) meets the necessary criteria to receive the service and the financial incentive from Recycle BC.

2. Amendment to Section 6 – Opt-in Application Process

In consideration of Recycle BC including suites in the program, staff are proposing an amendment to Section 6 of the Bylaw to allow a property owner to apply to receive the curbside collection service for a suite, if desired. Suites are currently required to share the service with the primary household within the collection limits permitted for the property as a whole; they cannot receive a full curbside collection service.

Permitting suites to receive the service is an important amendment in consideration of the small-scale multi-unit housing (SSMUH) legislation enacted by the Province in 2024 (Bill 44). Extending service to multiple units on a property where feasible to do so maximizes the flexibility and reach of the program. It also increases the level of service for these properties by reducing the need for property owners or tenants to purchase bag tags for food waste or garbage that exceed the collection limits.

Each application for a suite will be reviewed by City staff to determine if it meets the City and Recycle BC criteria to receive the service. If so, the Curbside Collection Fee will be applied to the property for each suite, pursuant to the City of Salmon Arm Fee for Service Bylaw No. 2498. Suites receiving the service will be included in the curbside household count provided to Recycle BC for the purpose of receiving the financial incentive.

Note that the Additional Food Waste Collection opt-in service will continue to be available for Curbside Household property owners that require the collection of an additional food waste bin.

3. Amendment to Section 4 – Collection types, frequencies and weight limits

Section 4 of the Bylaw specifies the collection types, frequencies and weight limits that are included in the curbside collection service. The proposed amendment to Section 4 specifies the new monthly yard waste frequency which will occur in April through November each year commencing in 2026.

4. Housekeeping Amendments

In addition to the proposed amendments described above, housekeeping amendments to several sections of the Bylaw are being proposed to provide greater consistency, accuracy and clarity.

Legislative authority / plans / reports:

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

Financial Considerations:

There are minimal financial implications as Curbside Collection is a self-sustaining user pay funded program; however, allowing suites to opt-in to a full collection will allow the City to add these users to the Recycle BC household count, thereby increasing the total financial incentive received for recycling collection.

Alternatives & Implications:

Council can choose not to approve any of these changes to the Bylaw. This would result in bare land stratas and mobile home parks remaining entitled to receive the service without having to apply through the opt-in process, which poses a risk to service provision if collection and/or Recycle BC criteria are not met. Suites would continue to have to share the service with the primary Curbside Household, which limits the level of service the City provides to these properties, especially where a property may have multiple suites.

Communication:

City staff will update publicly available information and documentation (e.g. curbside collection web page, FAQs, program guide) regarding the opt-in changes. Staff will also communicate this change through social media, Recycle Coach as well as through engineering referrals provided to upcoming developments.

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

Attachments:

- City of Salmon Arm Curbside Collection Amendment Bylaw No. 4682

CITY OF SALMON ARM
BYLAW NO. 4682

A bylaw to amend "City of Salmon Arm Curbside Collection Bylaw No. 4281"

The Municipal Council of the City of Salmon Arm, in open meeting assembled, enacts that the City of Salmon Arm Curbside Collection Bylaw No. 4281 be amended as follows:

1. That Section 1, DEFINITIONS, be amended by:

a. Adding a definition for "Accessory Dwelling Unit" as follows:

"Accessory Dwelling Unit" shall mean the same as defined in City of Salmon Arm Zoning Bylaw No. 2303 and amendments thereto.

b. Adding a definition for "Additional Food Waste Collection" as follows:

"Additional Food Waste Collection" shall mean the collection of Food Waste in an Additional Food Waste Container.

c. Adding a definition for "Additional Food Waste Container" as follows:

"Additional Food Waste Container" shall mean a Food Waste Container used for Additional Food Waste Collection.

d. Deleting the definition for "Certified Compostable" in its entirety that reads:

"Certified Compostable" shall mean materials approved by the Biodegradable Products Institute (BPI) that are designed to completely biodegrade at an industrial composting facility.

And replacing it as follows:

"Certified Compostable" shall mean a material approved to be compostable in an industrial composting facility by a reputable certification organization, including but not limited to, the Biodegradable Products Institute ("BPI") and Bureau de normalisation du Quebec ("BNQ").

e. Adding a definition for "Compostable Bag" as follows:

"Compostable Bag" shall mean a bag made entirely of paper or of a Certified Compostable material.

- f. Deleting the definition for “Container” in its entirety that reads:

“Container” shall mean a metal, plastic, cardboard or paper receptacle used for temporary storage of Refuse, Recyclables, Food Waste or Yard Waste. This may refer to bags, bins or carts owned by the User or the City, and used for curbside collection.

And replacing it as follows:

“Container” shall mean a non-corrosive, durable, light-weight receptacle used for the storage and collection of Refuse, Recyclables, Food Waste or Yard Waste, having a maximum volume of one-hundred and twenty litres (120 L), and may include bins, carts or boxes owned by the User or the City.

- g. Deleting the definition for “Curbside Household” in its entirety that reads:

“Curbside Household” shall mean a self-contained dwelling unit providing accommodation to one or more people, including (i) single-family dwellings, (ii) bare land stratas (iii) duplexes (iv) mobile homes and (vi) other dwelling determined to be eligible to receive services by the Director.”

And replacing it as follows:

“Curbside Household” shall mean a self-contained Dwelling Unit fronting directly on to a City owned and maintained roadway where the Occupier of the Dwelling Unit is expected to individually deliver Containers and Collection Bags to the curb for collection, and may include: (i) Single Family Dwellings; (ii) rowhouses and townhouses of two or more units (excluding Secondary Suites and Accessory Dwelling Units); and (iii) other Dwelling Units determined to be eligible to receive the Curbside Collection Service by the Director in accordance with Section 6 of this Bylaw.

- h. Adding a definition for “Dwelling Unit” as follows:

“Dwelling Unit” shall mean the same as defined in City of Salmon Arm Zoning Bylaw No. 2303 and amendments thereto.

- i. Deleting “Extra Food Waste” in its entirety that reads:

Extra Food Waste shall mean Food Waste exceeding the weekly limit of ten (10) kilograms (twenty-two (22) lbs).

And replacing it as follows:

“Extra Food Waste” shall mean Food Waste exceeding the limit specified in Section 4(a) of this Bylaw.

- j. Deleting “Extra Food Waste Container” in its entirety that reads:

“Extra Food Waste Container” shall mean a User-owned, non-corrosive, durable, reusable receptacle fitted with secure handles and used for the storage and collection of Extra Food Waste. An Extra Food Waste Container must be clearly marked as Food Waste, have a lid that can be easily opened by the Collector and contain a maximum weight of ten (10) kilograms (twenty-two (22) lbs).

And replacing it as follows:

“Extra Food Waste Container” shall mean a User-owned, reusable Container used for the storage and collection of Extra Food Waste, having a maximum volume of one-hundred and twenty litres (120 L), fitted with secure handles and a lid that can be easily opened by the Collector, and being clearly marked as Food Waste.

- k. Deleting “Extra Food Waste Tag” in its entirety that reads:

“Extra Food Waste Tag” shall mean an official tag provided by the City that sticks onto an extra Food Waste Bag or placed on Extra Food Waste within an Extra Food Waste Container.

And replacing it as follows:

“Extra Food Waste Tag” shall mean an official, Certified Compostable tag provided by the City to be affixed to a Food Waste Bag or Extra Food Waste Container containing Extra Food Waste.

- l. Adding a definition for “Extra Refuse” as follows:

“Extra Refuse” shall mean Refuse exceeding the limit specified in Section 4(b) of this Bylaw.

- m. Deleting “Extra Refuse Tag” in its entirety that reads:

“Extra Refuse Tag” shall mean an official tag provided by the City that sticks onto an extra Refuse Bag.

And replacing it as follows:

“Extra Refuse Tag” shall mean an official tag provided by the City to be affixed to a Refuse Bag or Refuse Container containing Extra Refuse.

- n. Deleting “Food Waste” in its entirety that reads:

“Food Waste” shall mean any Food Waste material under Schedule ‘A’ Acceptable Materials which originates from a day-to-day Curbside Household source.”

And replacing it as follows:

“Food Waste” shall mean residential organic matter, as included under Food Waste in Schedule ‘A’ – Acceptable Materials of this Bylaw.

- o. Deleting “Food Waste Bag” in its entirety that reads:

“Food Waste Bag” shall mean a non-returnable Certified Compostable bag used for the storage and collection of Food Waste, and contain a maximum weight of ten (10) kilograms (twenty-two (22) lbs).

And replacing it as follows:

“Food Waste Bag” shall mean a single-use, Compostable Bag used for the storage and collection of Food Waste, having a maximum volume of one-hundred and twenty litres (120 L).

- p. Deleting “Food Waste Container” in its entirety that reads:

“Food Waste Container” shall mean a City-owned receptacle used for the storage and collection of Food Waste or Food Waste Bags, and contain a maximum weight of ten (10) kilograms (twenty-two (22) lbs).

And replacing it as follows:

“Food Waste Container” shall mean a City-owned and branded receptacle used for the storage and collection of Food Waste or Food Waste Bags, having a maximum volume of one-hundred and twenty litres (120 L);

- q. Adding a definition for “Kraft Paper Bag” as follows:

“Kraft Paper Bag” shall mean a bag made entirely of high-strength paper.

- r. Deleting the definition of “Occupier” in its entirety that reads:

“Occupier” shall mean householders, tenants or owners of a dwelling.

And replacing it as follows:

“Occupier” shall mean a person or persons inhabiting a dwelling.

- s. Deleting “Parcel” in its entirety that reads:

“Parcel” shall mean any lot, block or other area in which real property is held or into which it is subdivided, including bare land strata lots.”

And replacing it as follows:

“Parcel” shall mean any lot, block or other area in which real property is held or into which it is subdivided.”

- t. Deleting “Recyclables” in its entirety that reads:

“Recyclables” shall mean all materials deemed acceptable for Curbside Collection by Recycle BC under Schedule ‘A’ Acceptable Materials which originate from a day-to-day Curbside Household source.”

And replacing it as follows:

“Recyclables” or “Recycling” shall mean residential paper products and packaging (“PPP”) materials deemed to be acceptable for the Curbside Collection Service by Recycle BC, as included under Schedule ‘A’ - Acceptable Materials of this Bylaw.

- u. Deleting the definition of “Recyclables Container” in its entirety that reads:

“Recyclables Container” shall mean a non-corrosive, durable, reusable, open receptacle fitted with secure handles, clearly marked as Recyclables and used for the storage and collection of Recyclables, and contain a maximum weight of ten (10) kilograms (twenty-two (22) lbs).

And replacing it as follows:

“Recyclables Container” shall mean a User-owned, reusable Container used for the storage and collection of Recyclables, having a maximum volume of one-hundred and twenty litres (120 L), and fitted with secure handles. Recyclables Containers shall be set-out for collection without lids and be clearly marked as Recyclables.

- v. Deleting “Recycle BC” in its entirety that reads:

“Recycle BC” shall mean MMBC Recycling Inc. doing business as Recycle BC.

And replacing it as follows:

“Recycle BC” shall mean the non-profit organization responsible for the recycling of residential and packaging and paper product (PPP) recycling throughout British Columbia.

- w. Amending the definition of “Refuse” or “Garbage” by deleting “Curbside Household” and replacing it with “residential”.

- x. Deleting the definition of “Refuse Bag” in its entirety that reads:

“Refuse Bag” shall mean a non-returnable garbage bag used for the storage and collection of Refuse, and contain a maximum weight of ten (10) kilograms (twenty-two (22) lbs).

And replacing it as follows:

“Refuse Bag” shall mean a single-use garbage bag used for the storage and collection of Refuse, having a maximum volume of one-hundred and twenty litres (120 L).

- y. Deleting the definition of “Refuse Container” in its entirety that reads:

“Refuse Container” shall mean a non-corrosive, durable, reusable receptacle fitted with secure handles and an optional cover that is easily removed by the Collector, used for the storage and collection of Refuse Bags, and contain a maximum weight of 10 kg (22 lbs).

And replacing it as follows:

“Refuse Container” shall mean a User-owned, reusable Container used for the storage and collection of Refuse Bags, having a maximum volume of one-hundred and twenty litres (120 L), and fitted with secure handles and an optional lid that can be easily opened by the Collector.

- z. Adding a definition for “Secondary Suite” as follows:

“Secondary Suite” shall mean the same as defined in City of Salmon Arm Zoning Bylaw No. 2303 and amendments thereto.

- aa. Adding a definition for “Single Family Dwelling” as follows:

“Single Family Dwelling” shall mean the same as defined in City of Salmon Arm Zoning Bylaw No. 2303 and amendments thereto.

- bb. Amending the definition of “User” by deleting “City collection services” and replacing it with “the Curbside Collection Service”.

cc. Deleting “Yard Waste” in its entirety that reads:

“Yard Waste” shall mean any organic, non-Food Waste materials, substances or objects under Schedule ‘A’ Acceptable Materials, originating from a day-to-day Curbside Household source.

And replacing it as follows:

“Yard Waste” shall mean residential organic matter, as included under Yard Waste in Schedule ‘A’ - Acceptable Materials of this Bylaw.

dd. Deleting “Yard Waste Bag” in its entirety that reads:

“Yard Waste Bag” shall mean a non-returnable; Kraft Compostable Paper used for the storage and collection of Yard Waste, and contain a maximum weight of twenty (20) kilograms (forty-four (44) lbs).

And replacing it as follows:

“Yard Waste Bag” shall mean a single-use, Kraft Paper Bag used for the storage and collection of Yard Waste, having a maximum volume of one-hundred and twenty litres (120 L). Bags made of or containing Certified Compostable plastic are not accepted for Yard Waste.

2. That Section 4 be amended by deleting it in its entirety that reads:

“Each Owner or Occupier of a Curbside Household shall make use of the Curbside Collection Service provided by the City, subject to the following limits per Curbside Household:

- a) Food Waste:
Maximum of one (1) Food Waste Container per week;
- b) Refuse:
Maximum of one (1) Refuse Bag every second week;
- c) Recyclables:
Unlimited Recyclables Containers every second week; and
- d) Yard Waste:
Unlimited Yard Waste Containers bi-annually.”

And replacing Section 4 as follows:

“Every User of a Curbside Household shall make use of the Curbside Collection Service provided by the City, subject to the following limits per Curbside Household:

- a) Food Waste:
Maximum of one (1) Food Waste Container of up to 10 kg (22 lb) per week;
- b) Refuse:
Maximum of one (1) Refuse Bag or one (1) Refuse Container of up to 10 kg (22 lb) every second week, on alternate weeks from Recyclables collection;
- c) Recyclables:
Unlimited Recyclables Containers of up to 10 kg (22 lb) per Container every second week, on alternate weeks from Refuse collection; and
- d) Yard Waste:
Unlimited Yard Waste of up to 20 kg (44 lb) per Yard Waste Bag monthly, from April to November each year.

3. That Section 6 be amended by deleting it in its entirety that reads:

“Notwithstanding Section 4 of this Bylaw, any Owner of a Parcel may make an application to the Director for Curbside Collection Service under this Bylaw and the Director may include that Parcel in the Curbside Collection Service.”

And replacing Section 6 as follows:

- a) The Owner of a Parcel having a Dwelling Unit not conforming to the definition of Curbside Household in this Bylaw may make an application (“opt-in”) to the Director to receive the Curbside Collection Service, and the Director may approve the Dwelling Unit as Curbside Household to receive the Curbside Collection Service under this Bylaw.
- b) Where a Parcel has multiple Dwelling Units (excluding Secondary Suites and Accessory Dwelling Units), all Dwelling Units must be included in the application for the Curbside Collection Service. The application shall be made by the Owner of the Parcel or a strata council, whichever is applicable.
- c) Secondary Suites and Accessory Dwelling Units are eligible for opt-in, pursuant to Section 6(a) of this Bylaw.
- d) The approval of an opt-in shall in no way constitute the City’s approval of a non-conforming dwelling or granting of occupancy; it is solely for the purpose of providing the Curbside Collection Service.
- e) Upon approval of an opt-in, fees shall apply to each Curbside Household pursuant to City of Salmon Arm Fee for Services Bylaw No. 2498 and amendments thereto.

- f) The Owner of a Curbside Household receiving the Curbside Collection Service prior to adoption of this Bylaw shall not be required to opt-in if the Dwelling Unit does not conform to the definition of Curbside Household in this Bylaw.

- 4. That Section 7 be amended by deleting it in its entirety that reads:

“The frequency of the provision of the Curbside Collection Service pursuant to Section 4 of this Bylaw is subject to change from time to time due to statutory holidays, as determined by the Director.”

And replacing it as follows:

“The frequency and/or days of collection of the Curbside Collection Service pursuant to Section 4 of this Bylaw are subject to change from time-to-time due to statutory holidays or other factors, as determined by the Director.”

- 5. That Section 8 be amended by deleting “Containers” and replacing it with “Collection Bags and Containers”.
- 6. That Section 11 be amended by:

- a. Deleting the first sentence that reads:

“Every Owner and Occupier of a Parcel that receives Curbside Collection Service shall do, or cause to be done, the following:”

And replacing it as follows:

“Every User who receives the Curbside Collection Service shall do, or cause to be done, the following:”

- b. Deleting “Schedule ‘A’ – List of Accepted Materials” in paragraph 11(c) and replacing it with “Schedule ‘A’ – List of Accepted Materials of this Bylaw”
- c. Deleting “Schedule ‘B’ - Solid Waste Not Eligible for Refuse Disposal” in paragraph 11(e) and replacing it with “Schedule ‘B’ - Solid Waste Not Eligible for Refuse Disposal (Prohibited Materials) of this Bylaw;”
- d. Deleting Section 11(g) in its entirety that reads:

“Ensure Refuse Bags are securely tied;”

And replacing it as follows:

“Ensure all Refuse is contained within securely tied Refuse Bags, even when a Refuse Container is used;”

7. That Section 12 be deleted in its entirety that reads:

“The City need not collect all or any Refuse, Food Waste, Recyclables or Yard Waste from a Parcel if an Owner or Occupier has not complied with this Bylaw.”

And replacing it as follows:

“The City need not collect any or all Refuse, Food Waste, Recyclables or Yard Waste from a Curbside Household if a User has not complied with this Bylaw.”

8. That Section 13 be deleted in its entirety that reads:

“Users who wish to occasionally dispose of additional Refuse Bags (in excess of the one (1) Refuse Bag every second week collection limit) may purchase Extra Refuse Tags from the City pursuant to the City of Salmon Arm Fee for Service Bylaw No. 2498 and amendments thereto. Each Extra Refuse Tag will permit the collection of one (1) Refuse Bag in addition to the Refuse limit specified in Section 4.b). Excess Refuse may be contained within a Refuse Container with Extra Refuse Tag attached to Refuse Bag.”

And replacing it a follows:

“Users who need to dispose of Extra Refuse may purchase Extra Refuse Tags from the City, pursuant to the City of Salmon Arm Fee for Service Bylaw No. 2498 and amendments thereto. Each Extra Refuse Tag will permit the collection of a maximum of ten (10) kilograms (twenty-two (22) lbs) of Extra Refuse contained in one (1) Refuse Bag. Where a Refuse Container is used, the Extra Refuse Tag shall be affixed to the Refuse Bag within the container. There is no limit to the number of Refuse Bags with Extra Refuse Tags that may be set out for collection in addition to the Refuse limit specified in Section 4(b).”

9. That Section 14 be deleted in its entirety that reads:

“Users who wish to occasionally dispose of additional Extra Food Waste may purchase Extra Food Waste Tags from the City, pursuant to the City of Salmon Arm Fee for Service Bylaw No. 2498 and amendments thereto. Each Extra Food Waste Tag will permit the collection of one (1) Food Waste Bag or Extra Food Waste Container in addition to the Food Waste limit specified in Section 4.a). An Extra Food Waste Tag shall be placed on a Food Waste Bag. Where an Extra Food Waste Container is used, the sticker shall be placed on the Food Waste Bag or Extra Food Waste within the container.”

And replacing it as follows:

“Users who need to occasionally dispose of Extra Food Waste may purchase Extra Food Tags from the City, pursuant to the City of Salmon Arm Fee for Service Bylaw No. 2498 and amendments thereto. Each Extra Food Waste Tag will permit the collection of a maximum of ten (10) kilograms (twenty-two (22) lbs) of Extra Food Waste contained in one (1) Food Waste Bag or one (1) Extra Food Waste Container. Where an Extra Food Waste Container is used, the Extra Food Waste Tag shall be affixed to the Food Waste within the container.

There is no limit to the number of Food Waste Bags and/or Extra Food Waste Containers that may be set out for collection with Extra Food Waste Tags, in addition to the Food Waste limit specified in Section 4(a)."

10. That Section 15 be deleted in its entirety that reads:

"Users who wish to regularly dispose of Extra Food Waste may purchase one or more additional Food Waste Containers and additional weekly Food Waste collections from the City. Fees for each additional Food Waste Container and collection are pursuant to City of Salmon Arm Fee for Service Bylaw No. 2498 and amendments thereto."

And replacing it as follows:

"Users who need to regularly dispose of Extra Food Waste may purchase one or more Additional Food Waste Containers and Additional Food Waste Collections from the City, pursuant to City of Salmon Arm Fee for Service Bylaw No. 2498 and amendments thereto. Each Additional Food Waste Container permits a maximum of ten (10) kilograms (twenty-two (22) lbs) of Extra Food Waste to be set-out weekly. There is no limit to the number of Additional Food Waste Containers that may be set out for collection in addition to the Food Waste limit specified in Section 4(a)."

11. That Section 16 be amended by deleting "property" and replacing it with "Parcel".

12. That Section 17 be amended by deleting "property" and replacing it with the "a Parcel".

13. That Section 20 be amended by:

a. Deleting the first sentence that reads

"Unless an exception is provided by the Director, every Owner and Occupier of a Parcel that receives Curbside Collection Service shall do, or cause to be done, the following:"

And replacing it as follows:

"Unless an exception is provided by the Director, every User that receives Curbside Collection Service shall do, or cause to be done, the following:"

b. Deleting "parcels" in paragraph 20(b) and replacing it with "Parcels".

c. Deleting paragraph 20(c) in its entirety that reads:

"Shall place the Collection Bags and Containers in accordance with this Bylaw, or the instructions of the Director, in the front yard, on the driveway or access to the Parcel, adjacent to the street (not a lane) as near as possible but not on the travelled portion of the street location without obstructing pedestrian and/or vehicular traffic, prior to 7:00

a.m. on the designated collection day;”

And replacing it as follows:

“Shall place Collection Bags and Containers in accordance with this Bylaw, or the instructions of the Director:

- i. as near as possible to, but not on the travelled portion of the City roadway where collection occurs, without obstructing vehicular or pedestrian traffic utilizing any street, lane, sidewalk, multi-use path or other City right-of-way; and
- ii. prior to 7:00 a.m. on the designated collection day.”

d. Deleting “Owner of the Parcel” in paragraph 20(d) and replacing it with “User”.

e. Deleting paragraph 20(g) in its entirety that reads:

“The Director may, upon notice to the Owner of the Parcel, require Refuse Bags or extra Food Waste set out for collection be placed in a Refuse Container or Extra Food Waste Container respectively to address and discourage scavenging by wildlife; and”

And replacing it as follows:

“The Director may, upon notice to a User, require Refuse Bags or extra Food Waste Bags be placed in a Refuse Container or Extra Food Waste Container respectively, to address and discourage scavenging by wildlife; and”

f. Deleting “Shall remove all Containers” in paragraph 20(h) and replacing it with “Shall remove all Containers and Collection Bags”.

14. 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.

15. 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.

16. EFFECTIVE DATE

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

17. CITATION

This bylaw may be cited as “City of Salmon Arm Curbside Collection Amendment Bylaw No. 4682.”

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: Manager of Engineering (City Engineer) – Fee for Service Amendment Bylaw No. 4694

Date: April 14, 2025

Motion for Consideration:

THAT: the bylaw entitled City of Salmon Arm Fee for Service Amendment Bylaw No. 4694 be read a first, second and third time.

Background:

The Engineering and Utilities departments have been working together to create alignment between the utility (water and sewer) billing processes and curbside collection billing processes. While reviewing the procedures and policies, staff noted several areas for improvement for the procedures and regulations regarding the billing of curbside collection and utilities which will improve efficiency and consistency.

Under City Bylaw 2498 - Fee for Services ("Bylaw"), new single family dwelling developments that qualify for curbside collection are billed the pro-rated curbside collection fee for the remaining portion of the year, calculated from the first (1st) day of the fourth (4th) month following the date of the building permit issuance, or from the date of occupancy permit issuance, whichever is earlier. Under the City's Utility Billing Policy 7.22, new single-family developments are billed the pro-rated annual utility fees from a date four (4) months after building permit issuance, or from the date of occupancy permit issuance, whichever is earlier. For other types of developments such as multi-family buildings and commercial, fees are billed from a date that is six (6) months after building permit issuance, or occupancy permit issuance, whichever is earlier. Staff are proposing to align both billing commencement dates for consistency and efficiency. Additionally, Utility Billing Policy 7.22 should be incorporated into the Bylaw rather than existing as an internal policy. This ensures that the utility billing procedures co-exist with the utility rate schedules (Schedules C and D of the Bylaw) and creates consistency with curbside collection fees for which both billing procedures and rates are contained in Schedule B, Appendix 10 of the Bylaw.

The utility billing sections of Bylaw 1274 – Water Rates and Waterworks Regulation should be incorporated into Bylaw 2498 and removed from Bylaw 1274, to ensure all billing related procedures and regulations are contained within the Bylaw 2498.

At the January 13, 2025 Regular Council Meeting, a letter authored by D. McGregor was presented that expressed concerns with the City's procedures for billing curbside collection fees and water and sewer utilities, as they pertain to new developments; specifically, the period of time

between building permit issuance and commencement of billing for these services is insufficient to complete the construction and sale of a single-family home. She indicates that this increases the cost of the development and potentially housing affordability, as they are required to pay for these services despite not needing, or being able to use them until occupancy occurs. Council requested staff review the process and provide a report back regarding potential changes. Since staff have already been considering recommending changes to Council regarding the utility and curbside collection billing processes, Ms. McGregor's comments have been reviewed and staff's recommended changes included.

Specifically, Staff acknowledge that developments have become larger scale over time, requiring a greater amount of time to construct; however, due to complexities in the system, using the date of occupancy approval is not recommended by staff. Therefore, increasing the deferral period from building permit issuance to commencement of billing is supported and proposed to be increased as follows:

- For single family dwellings, duplexes, secondary suites and accessory dwelling units increased from four (4) months to eight (8) months.
- For residential developments involving dwellings of three or more units (such as rowhouses and townhouses), multi-family buildings and commercial developments, increased from six (6) months to twelve (12) months.
- In both of the above cases, billing commencement will be based on occupancy permit issuance or the appropriate deferral period from building permit issuance, whichever is earlier.

The amendments being proposed under Bylaw 4694 incorporate the proposed changes outlined above. Curbside collection fee amendments are to be applied to the existing Schedule B, Appendix 10 of the Bylaw, and Schedule B, Appendix 11 will be newly created within the Bylaw to incorporate the utility billing procedures and regulations.

The proposed amendments to Bylaw 1274 will be addressed under City of Salmon Arm Water Rates and Waterworks Regulation Amendment Bylaw No. 4695.

Legislative authority / plans / reports:

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

Financial Considerations:

Residential dwellings that are typically charged flat-rate annual utilities fees will benefit from the longer deferral periods, as the fees for both utilities and curbside collection are pro-rated for the remainder of the year from when billing commences. Therefore, these property owners should incur lower initial fees for these services.

For multi-family buildings and commercial developments, where utility billing is based on actual meter readings (i.e. metered-billing), the fees charged when billing commences will be based on

the meter reading at that time, even if the deferral period is extended from six (6) months to twelve (12) months. Therefore, the longer deferral period may mean a larger initial utility bill, depending on when the development begins to use the utilities. Curbside collection fees are not applicable to these types of developments so there is no financial impact in this case.

Alternatives & Implications:

If Council defeats this bylaw amendment then the City of Salmon Arm Water Rates and Waterworks Regulation Amendment Bylaw No. 4695 must also be defeated. This contains the proposed amendments to Bylaw 1274 to remove the sections related to water utility billing as described above.

Council may choose not to alter the billing commencement start dates, in which case, the motion should be defeated and staff will bring forward a revised bylaw for consideration in the future.

Communication:

Staff will respond to D. McGregor with Council's decision regarding this bylaw amendment.

On an ongoing basis, billing information will continue to be provided by staff in response to any enquiries received by property owners or developers.

Prepared by: Engineering Assistant I
Reviewed by: Manager of Engineering (City Engineer)
Approved by: Chief Administrative Officer

Attachments:

- City of Salmon Arm Fee for Services Amendment Bylaw No. 4694
- D. McGregor email

CITY OF SALMON ARM
BYLAW NO. 4694

A bylaw to amend "City of Salmon Arm Fee for Services Bylaw No. 2498"

The Municipal Council of the City of Salmon Arm, in open meeting assembled, enacts that the City of Salmon Arm Fee for Services Bylaw No. 2498 be amended as follows:

Amendments to Schedule B, Appendix 10 – Curbside Collection Service Fees

1. That Section 1 be deleted in its entirety that reads:

"A Curbside Collection Fee shall be levied and is hereby imposed upon the owners/occupiers of real property within the boundaries of the City of Salmon Arm on which one (1) or more single family dwellings or mobile homes are situated (hereinafter referred to as a Curbside Household)."

And replacing Section 1 with:

"Curbside Collection Fee(s) shall be levied and hereby imposed upon the owners of real property within the boundaries of the City of Salmon Arm on which one (1) or more Curbside Households are situated; where Curbside Household is as defined in Bylaw 4281 and amendments thereto."

2. That the words "Property owners/occupiers" in Section 7 be deleted and replaced with the word "Property owners".
3. That the words "Property owner/occupier" in Section 8 be deleted and replaced with the word "Property owner".
4. That Section 9 be deleted in its entirety that reads:

"Upon application for a building permit to construct a Curbside Household, the property owner shall be billed the pro-rated Curbside Collection Fee for the remaining portion of the year, calculated from the first (1st) day of the fourth (4th) month following the date of the building permit issuance or from the date of occupancy permit issuance, whichever is earlier."

And replacing Section 9 with:

- a) "Upon application for a building permit to construct a Curbside Household, the property owner shall be billed the pro-rated Curbside Collection Fee(s) for the remaining portion of the year, calculated as follows:
 - i. Single Family Dwellings and Duplexes: Calculated from the date of occupancy permit issuance or from the first (1st) day of the eighth (8th) month following the issuance of the building permit, whichever is earlier.

- ii. Dwellings of three or more units approved to receive the Curbside Collection Service in accordance with Bylaw 4281 and amendments thereto: Calculated from the date of occupancy permit issuance or from the first (1st) day of the twelfth (12th) month following the issuance of the building permit, whichever is earlier.
 - b) Upon approval of an application (“opt-in”) for the Curbside Collection Service, in accordance with Section 6 of Bylaw 4281 and amendments thereto, the property owner shall be billed the pro-rated Curbside Collection Fee(s) for the remaining portion of the year, calculated from the first (1st) day of the month following the date of approval of the application, and thereafter shall be billed on an annual basis on their property tax bill.
 - c) The billing of the Curbside Collection Fee shall in no way constitute the City’s approval of a non-conforming dwelling or the granting of occupancy; it is solely for the purpose of billing for and providing the Curbside Collection Service.
5. That Section 10 be deleted in its entirety that reads:

Any property owner found to have been receiving the Curbside Collection service and/or the Additional Food Waste Collection service, but not being billed, may be charged retroactively for the service(s) for a period of up to one (1) year.

And replacing Section 10 with the following:

Any property owner found to be receiving the Curbside Collection Service and/or the Additional Food Waste Collection service without being billed, shall be billed the pro-rated fee(s) for the remaining portion of the year from the date the City becomes aware of the service(s) being provided.

6. That Section 11 be deleted in its entirety that reads:

All property owners/occupiers shall be billed on an annual basis on their property tax notice. The Curbside Collection Fee shall be due and payable on the property taxation due date, at 4:00 p.m. on the first (1st) working day following the first (1st) day of July in each year.

- a) A penalty of ten (10) per centum shall be charged on any Curbside Collection Fee unpaid on the taxation due date, at 4:00 p.m., the first working day following the first (1st) day of July of each year.
- b) Notwithstanding any provisions herein contained, all accrued and unpaid Curbside Collection Fees are deemed to be a debt to the City of Salmon Arm and any unpaid amounts remaining unpaid on the 31st day of December in the year that Curbside Collection Fees apply, shall be added to and form part of the taxes payable on the property as property taxes in arrears. All such arrears will be collected in the same manner and with the same remedies as property taxes pursuant to the provisions of the Local Government Act, RSBC 1996, Chapter 323.

And replacing Section 11 with the following:

All property owners shall be billed on an annual basis on their property tax notice. The Curbside Collection Fee and Additional Food Waste Collection fee (if applicable) shall be due and payable on the property tax due date at 4:00 p.m. on the first (1st) working day following the first (1st) day of July in each year.

- a) A penalty of ten percent (10%) shall be charged on any Curbside Collection Fee and Additional Food Waste Collection fee remaining unpaid on the property tax due date.
- b) Notwithstanding any provisions contained herein, all accrued and unpaid Curbside Collection Fees and Additional Food Waste Collection fees are deemed to be a debt to the City of Salmon Arm and any amounts remaining unpaid on the 31st day of December in the year that these fees apply shall be added to and form part of the taxes payable on the property, as property taxes in arrears.

Addition of Appendix 11 - Water and Sanitary Sewer Utility Billing to Schedule B

6. That Appendix 11 – Water and Sanitary Sewer Utility Billing be added to Schedule B with the following Sections:

Section 1:

1. DEFINITIONS

The following definitions are applicable to Bylaw 2498, Schedule B, Appendix 11 and Schedules C and D, unless the context otherwise requires:

“Accessory Dwelling Unit” shall mean the same as defined in City of Salmon Arm Zoning Bylaw No. 2303 and amendments thereto.

“City Water” shall mean water supplied from the City of Salmon Arm Waterworks, as defined in City of Salmon Arm Waterworks Regulation Bylaw No. 1274 and amendments thereto.

“City Sewer” shall mean the City of Salmon Arm Sanitary sewer, as defined in City of Salmon Arm Sewer Connection Bylaw No. 1410 and amendments thereto.

“Secondary Suite” shall mean the same as defined in City of Salmon Arm Zoning Bylaw No. 2303 and amendments thereto.

“Services” shall mean City Water and City Sewer services, individually or collectively.

Section 2:

The rates set-out in Schedule C – Water Rates of this bylaw are hereby imposed and shall be charged, levied and collected by the City for City Water supplied to any property within the boundaries of the City of Salmon Arm, and shall be paid to the City by the owner of the property to which the water is supplied.

Section 3:

The rates set out in Schedule D – Sewer Rates of this bylaw are hereby imposed and shall be charged, levied and collected by the City from any property within the boundaries of the City of Salmon Arm connected to the City Sewer, and shall be paid to the City by the owner of the connected property.

Section 4:

- a) The annual charge rates set out in Schedules C and D shall be billed to flat-rate billing properties annually. A penalty of ten percent (10%) shall be charged on any amount remaining unpaid at 4:00 p.m. on the first (1st) working day following the first (1st) day of July in each year.
- b) The metered rates set out in Schedules C and D shall be billed to metered billing properties bi-monthly and shall be due and payable on the 15th day of the month following the month billed, after which date a penalty of ten percent (10%) shall be charged.
- c) The City shall allow a discount of ten percent (10%) on annual payments received on or before the 15th day of February for the current calendar year, whether payment is made in full or in part, for annual charge rates (flat-rate billing) provided in Schedules C and D.

Section 5:

Upon application for a building permit, the property owner shall be billed for the applicable Services at the rates set out in Schedules C and D, as follows:

- a) Single Family Dwellings, Duplexes, Secondary Suites and Accessory Dwelling Units: The property owner shall be billed the pro-rated annual charge rate for the remaining portion of the year, calculated from the date of occupancy permit issuance or from the first (1st) day of the eighth (8th) month following the building permit issuance, whichever is earlier.
- b) All other properties: The property owner shall be billed the metered billing rate commencing from the date of water meter installation, the date of occupancy permit issuance, or from the first (1st) day of the twelfth (12th) month following building permit issuance, whichever is earliest.

Section 6:

Upon connection of new Services (where a building permit is not required), the resumption of existing Services, or where the City becomes aware of existing Services that are not being billed, the property owner will be billed for the applicable Services at the rates set out in Schedules C and D, as follows:

- a) The property owner shall be billed from the date of connection, the date of service resumption, or the date the City becomes aware of the Services; whichever date is applicable.

- b) Where flat-rate billing is applicable, the property owner shall be billed the pro-rated annual charge rate for the remaining portion of the year from the date determined in Section 6 a).
- c) No penalty shall be imposed for non-payment for a period of four (4) weeks from the date of invoice.

Section 7:

The billing of Services for a Secondary Suite or Accessory Dwelling Unit shall in no way constitute the City's approval of a non-conforming dwelling or the granting of occupancy; it is solely for the purpose of billing for and providing the Services.

Section 8:

Any person liable for rates for the usage of Services shall be liable for the payment of these rates until such a time that the Services become decommissioned, at which time the property owner will be billed up to the decommissioning date.

Section 9:

The non-receipt of a bill for Services will not exempt the property owner from paying for the Services.

Section 10:

Notwithstanding any provisions contained herein, all accrued and unpaid rates are deemed to be a debt to the City of Salmon Arm and any amounts remaining unpaid on the 31st day of December in the year that the rates apply shall be added to and form part of the taxes payable on the property, as property taxes in arrears.

7. 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.

8. 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.

9. EFFECTIVE DATE

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

10. CITATION

This bylaw may be cited as “City of Salmon Arm Curbside Collection Amendment Bylaw No. 4694.”

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

CORPORATE OFFICER

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?



REQUEST FOR DECISION

To: Mayor & Members of Council

Title: Manager of Engineering – Water Rates and Waterworks Regulation Amendment Bylaw No. 4695

Date: April 14, 2025

Motion for Consideration:

THAT: the bylaw entitled City of Salmon Arm Water Rates and Waterworks Regulation Amendment Bylaw No. 4695 be read a first, second and third time.

Background:

The purpose of Bylaw No. 4694 is to amend the billing procedures for utilities and curbside collection fees. One of the amendments addressed under Bylaw 4694 is to incorporate all utility billing procedures within the Fee for Services Bylaw rather than having some sections contained in Utility Billing Policy 7.22 and some sections contained in the Water Rates and Waterworks Regulation Bylaw 1274, as is currently the case. This ensures that all utility billing procedures and corresponding rate schedules are encompassed within the Fee for Services Bylaw. This also creates consistency with the curbside collection fees, for which both the billing procedures and rate schedule are contained within the Fee for Services Bylaw.

As noted above, Water Rates and Waterworks Regulation Bylaw 1274 contains sections related to the billing of the water utility. Should Council adopt Bylaw No. 4694, the billing-related sections in Bylaw 1274 must be removed as they will be redundant and inconsistent with the Fee for Services Bylaw No. 2498. The amendments proposed under Bylaw 4695 address the removal of these sections from Bylaw 1274.

Legislative authority / plans / reports:

	Official Community Plan		Master Plan
	Community Charter/LGA		Other
X	Bylaw/Policy		Corporate Strategic Plan
	Zoning Bylaw		2025-2029 Financial Plan
			Long Term Financial Plan

Financial Considerations:

Financial considerations have been addressed in the staff report for Fee for Services Amendment Bylaw No. 4694.

Alternatives & Implications:

If Council defeats Fee for Services Amendment Bylaw No. 4694, then Bylaw No. 4695 must also be defeated so that the utility billing sections remain in Bylaw 1274.

Note that if Bylaw No. 4695 is not adopted, the billing-related sections of Bylaw 1274 will nonetheless require amendments to ensure they accurately reflect current billing procedures and correctly reference to the utility rate schedules (Schedules C and D) in Fee for Services Bylaw 2498. These amendments will be addressed in a future bylaw amendment.

Communication:

None required.

Prepared by: Engineering Assistant I
Reviewed by: Manager of Engineering
Approved by: Chief Administrative Officer

Attachments:

- City of Salmon Arm Water Rates and Waterworks Regulation Amendment Bylaw No. 4695

CITY OF SALMON ARM
BYLAW NO. 4695

A bylaw to amend "City of Salmon Arm Water Rates and Waterworks Regulation Bylaw
No. 1274"

The Municipal Council of the City of Salmon Arm, in open meeting assembled, enacts that the City of Salmon Arm Fee for Services Bylaw No. 1274 be amended as follows:

1. That Section 22 be deleted in its entirety that reads:

"The several rates enumerated in Schedules "A" and "B" annexed hereto, which said schedules are hereby incorporated herewith and made part of this bylaw, are hereby imposed and shall be charged, levied and collected by the Corporation for water supplied from the waterworks to any premises within the limits of the Corporation and shall be paid to the Collector of the Corporation by the owner of the premises on which the water is supplied or used."

And replacing Section 22 with:

"Water rates are hereby imposed and shall be charged, levied and collected by the City for water supplied from the waterworks to any property within the boundaries of the City of Salmon Arm, and shall be paid to the City by the owner of the property to which the water is supplied, pursuant to the City of Salmon Arm Fee for Service Bylaw No. 2498 and amendments thereto."

2. That Section 23 be deleted in its entirety that reads:

- a) "The rates set out in Schedule "A" shall be billed to flat rate users annually in advance, and shall be due and payable on the 30th day of April. A penalty of 10 per centum shall be charged on any rates remaining unpaid on the 2nd day of July.
- b) The minimum rates and metered consumption rates set out in Schedule "B" shall be billed to metered users bi-monthly and shall be due and 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.
- c) The Collector shall allow a discount of 10 percent on annual payments, whether payment is made in full or part, on or before the 15th day of February for the current calendar year, on flat rates provided in the Fee for Service Bylaw as amended from time to time."

And replacing Section 23 with:

The City shall have the right at any time to substitute a meter service in lieu of a non-metered service to any premises; and when this is done meter rates will be payable from the time such meter is installed.

3. That Section 24 be deleted in its entirety that reads:

“In case of new applications for service other than meter service, or application for resumption of service, the applicant shall be allowed a reduction or rebate for the then current year appropriate to the part of such year which has expired at the date of application and such rate shall not have a penalty imposed thereon for non- payment for six weeks after the new application or resumption of service has been made.”

4. That Section 25 be deleted in its entirety that reads:

- a) “The Corporation shall have the right at any time to substitute a meter service in lieu of an ordinary service to any premises; and when this is done meter rates will be payable from the time such meter is installed.
- b) Any person liable for rates for usage of District water shall be liable for the continuing and accruing rates therefore until he has given written notice to the Clerk of his desire to discontinue using such water and a charge shall be made up to the date of receipt of such notice.
- c) (c) Notwithstanding any provisions herein contained, all accrued and unpaid rates outstanding on the 31st day of December shall constitute a charge or lien upon the land or real property upon or in respect of which the same is imposed.”

5. That Section 26 be deleted in its entirety that reads:

“The applicable sections of the Fee for Service Bylaw shall come into full force and effect on the date of adoption of this bylaw.”

6. That Sections 27 and 28 of the Bylaw be renumbered to Sections 24 and Section 25 respectively.

7. 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.

8. 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.

9. EFFECTIVE DATE

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

10. CITATION

This bylaw may be cited as “City of Salmon Arm Curbside Collection Amendment Bylaw No. 4695.”

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

CORPORATE OFFICER

COMMUNITY EVENTS

City Parks & Spaces

April 2025

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4	5 • Downtown Winter Market
6	7	8	9	10	11	12 • Downtown Winter Market
13	14	15	16	17 • Easter Egg Hunt – William Baker Park	18 • Good Friday Stat • City Hall Closed	19 • Downtown Winter Market
20	21 • Easter Monday Stat • City Hall Closed	22 • Staff Tree Planting Event - Pileated Woods	23	24	25	26 • Downtown Winter Market
27	28 • Day of Mourning Ceremony - Marine Peace Park	29	30			

**CITY OF SALMON ARM
BUILDING DEPARTMENT REPORT
MARCH 2025**

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

**CURRENT YEAR (2025)
CURRENT MONTH YEAR-TO-DATE**

	NO.	VALUE	NO.	VALUE	# OF	NO.	VALUE	NO.	VALUE	# OF
					DWELLINGS					DWELLINGS
New Single Family Dwellings	1	500,000	2	1,100,000	2	1	600,000	1	600,000	1
Misc. Additions etc. to SFD's	2	45,000	6	313,000		4	329,000	6	367,000	
New Single Family Dwellings with suites	-	-	1	1,300,000	1	-	-	-	-	
New Secondary/Detached Suites	2	688,795	5	1,338,795	5	2	650,000	3	770,000	3
New Modulars/MH's (Factory Built)	-	-	2	380,000	2	-	-	-	-	
Misc. Additions etc. to Modulars/MH's	-	-	-	-		1	15,000	1	15,000	
MFD's (# Units)	-	-	1 (4)	1,000,000	4	-	-	1 (2)	728,000	2
Misc. Additions etc. to MFD's	-	-	-	-		-	-	-	-	
New Commercial	-	-	1 (140)	21,000,000	140	-	-	-	-	
Misc. Additions etc. to Commercial	-	-	1	20,000		1	75,000	2	87,000	
New Industrial	-	-	-	-		-	-	-	-	
Misc. Additions etc. to Industrial	-	-	1	35,000		1	450,000	1	450,000	
New Institutional	-	-	1	55,000		-	-	-	-	
Misc. Additions etc. to Institutional	-	-	-	-		1	580,000	1	580,000	
Signs	-	-	1	4,444		1	6,125	3	20,625	
Swimming Pools, Pool Buildings	-	-	-	-		-	-	-	-	
Demolitions	1	-	2	-		1	-	1	-	
Temporary Trailers, A & B Permits			-	-		-	-	-	-	
Misc. Special Inspections, etc.	3	-	9	-		2	-	8	-	
TOTAL PERMITS ISSUED	9	1,233,795	33	26,546,239	154	15	2,705,125	27	3,617,625	6

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
2025	912,500	1,435,000	3,617,625									

March 24, 2025

City of Salmon Arm
Box 40, 100 - 30 Street SE
Salmon Arm, BC V1E 4N2

Attn. Erin Jackson, CAO
RE: Beverage Garden Approval

Dear Erin:

The SAFMS is seeking the City's support for permission to operate alcohol serving beverage gardens during the Salmon Arm ROOTSandBLUES Festival from July 25-27, 2025.

The 33rd Annual ROOTSandBLUES Festival will build upon the successful implementation of the alcohol open carry policy introduced in 2024. With positive responses from fans and feedback from the RCMP, the event experienced fewer overconsumption issues than the previous alcohol policy. The organizers are confident that, with the security and safety measures outlined below, this year's event will be a safe occasion for our community.

Event Details:

- Vadium Security and/or another professional event guard supplier (referred to as "Security") will be retained to provide certified security guard personnel for the 33rd Annual ROOTSandBLUES Festival, July 25-27, 2025, for activities held on the Salmon Arm Fairgrounds (481 5th Avenue SW).
- Security supervise and adhere to site capacity, enforce Provincial liquor laws, resolve conflicts where they arise, and check patron identifications, including random legal drinking age spot checks in all patron areas which have access to alcohol.
- All legal aged adults who attempt to purchase an alcoholic beverage ticket will be obligated and banded with a designated "alcohol" wristband and will be required to wear the wristband whenever they purchase and redeem for an alcoholic beverage.
- All alcohol will be served in clear plastic cups provided by the event.
- Security will prohibit any alcohol from entering the backstage festival areas and exiting the festival grounds. Patrons will be instructed to abandon alcohol when exiting the event grounds and entering the public non-event properties (ie. 5th Street, 5th Avenue, etc.)
- Staff, volunteers, and suppliers are restricted from using alcohol products during all working and festival hours. Alcohol will not be allowed in backstage areas.

- Security will be stationed at all ingress and egress gates where the private festival grounds, public, and non-festival grounds interact to ensure no alcohol sold on the event grounds leaves the site.
- Security will manage patron bag check services at the Main and West Gates.
- Up to 60 Host volunteers are designated to support the 55+ security guards to manage gate security, roamers to reduce overconsumption, and remove intoxicated patrons not complying with the Provincial Liquor Laws and the festival's code of conduct policy.
- The event organizers will have a security plan completed later this spring.

Alcohol Beverage Garden Serving Schedules:

- Main Beverage Garden and Tasting Lounge (patron area)
 - July 25^h – 3pm to 12:30am
 - July 26th – 10:00am to 12:30am
 - July 27th – 10:00am to 12:30am
- Barn Beverage Garden (patron area)
 - July 25^h – 3pm to 12:30am
 - July 26th – 10:00am to 12:30am
 - July 27th – 10:00am to 12:30am
- Food Vendors Ticket Booth and Beverage Garden (patron area)
 - July 25^h – 3pm to 12:30am
 - July 26th – 10:00am to 12:30am
 - July 27th – 10:00am to 12:30am
- VIP Lounge (special credential access area)
 - July 25^h – 3pm to 12:30am
 - July 26th – 10:00am to 12:30am
 - July 27th – 10:00am to 12:30am

Please do not hesitate to contact me if you require more information.

Thank you,



Toni Starkell

Administrative Services Manager
admin@rootsandblues.ca

From: [Rhonda West](#)
To: [Rhonda West](#)
Subject: FW: [External] Support Letter
Date: Wednesday, April 9, 2025 2:06:43 PM

From: Toni Starkell <admin@rootsandblues.ca>
Sent: Wednesday, April 9, 2025 1:43 PM
To: Erin Jackson <ejackson@salmonarm.ca>
Subject: [External] Support Letter

Hi Erin,

We are currently preparing our application for the *Destination Event Program* in support of the ROOTSandBLUES Festival, and we would appreciate a letter of support to accompany our submission.

This provincial program is designed to enhance British Columbia's reputation as a premier destination for events, while fostering economic growth and increasing visitation across the province. Key objectives include:

- Strengthening local economies by attracting visitors, creating employment opportunities, and supporting small businesses to encourage long-term community growth
- Promoting shoulder and off-season tourism by driving overnight stays and raising destination awareness to support future tourism investment and repeat visitation

A letter of support would reinforce the value and impact of the ROOTSandBLUES Festival and help demonstrate the role it plays in supporting these goals.

If possible, we request the letter by **April 23, 2025**. Please let me know if you have any questions.

Thank you for your continued support.

--

Toni Starkell
Administrative Services Manager
Salmon Arm Folk Music Society
541 3 St SW, Salmon Arm, BC V1E 2R3
O: 250.833.4096

33rd Annual ROOTSandBLUES Festival
July 25 - July 27, 2025
www.rootsandblues.ca

We respectfully acknowledge and recognize that the work of the Salmon Arm Folk Music Society takes place on the unceded traditional territory of the Secwepemc Peoples.

This transmission (including any attachments) may contain confidential information, privileged material (including material protected by the FOI act or other applicable privileges), or constitute non-public information. Any use of this information by anyone other than the intended recipient is prohibited. If you have received this transmission in

Rhonda West

From: Barb Puddifant
Sent: Thursday, March 27, 2025 1:05 PM
To: Rhonda West
Subject: FW: [External] Pool rec center fees for non residents

From: Willie Rempel [REDACTED]
Sent: Thursday, March 27, 2025 11:25 AM
To: Barb Puddifant <bpuddifant@salmonarm.ca>
Subject: [External] Pool rec center fees for non residents

To mayor and council

This is in regards to an article about extra fees for non residents.

I participated in your survey with postal codes anticipating this would possibly lead to extra fees like what Vernon is doing.

I understand the possible issue of non residents not paying any taxes to fund the rec facilities. I would consider paying a little extra but nothing like Vernon.

If you haven't already taken into consideration some issues that non residents have to deal with that city residents don't:

I live in Blind Bay:

Travel time:

It takes me on average 30 minutes each way, that's an hour most city residents don't have to account for.

Travel cost:

I drive a pickup truck and it costs me on average \$10 in gas for a round trip. I realize there are vehicles that would use less gas but I'm not ready to spend \$60,000 plus to save maybe half my gas costs.

Loss of revenue for local businesses:

Since I may no longer go to the pool based on my costs as indicated below, I won't be spending money at restaurants, gas stations, automotive centers, hardware stores, groceries and many others as I may as well buy them locally or another community versus coming to Salmon Arm. I also go to the Silver Backs game occasionally but I would consider not going anymore.

So right now it costs me approximately \$15 for a visit to the pool. Now if you add a \$5, \$10 or \$15 nonresident sure charge I'm looking at \$20 to \$30 for a visit. That's getting to the point where it's not worth my while to go anymore and now you have lost an existing customer and eventually city residents will have to pay for the reduced revenue from nonresidents no longer using the facilities.

There has to be a better way to deal with this issue without disenfranchising non city residents. We should be looking at ways to work together, not to alienate surrounding communities.

Thanks for taking the time to review my comments.

Willie Rempel
Blind Bay resident

Rhonda West

From: Rhonda West
Sent: Monday, March 31, 2025 8:46 AM
To: Rhonda West
Subject: FW: [External] The City needs More Garbage Bins

From: Bryan and Jo-Ann Bance [REDACTED]
Sent: Saturday, March 29, 2025 9:45:00 AM
To: Mayor and Council <Mayor_and_Council@salmonarm.ca>
Subject: [External] The City needs More Garbage Bins

Dear Mayor and Council,

I walk my dogs daily throughout Salmon Arm and the one thing I've noticed is that there is a lot of garbage and not a lot of garbage bins for people to put the garbage in.

It may be that downtown there are more bins around the downtown area. But once you leave the downtown, I don't see a lot of bins. However, I see a lot of garbage.

Yes, there are bins at some of the parks at all the entrances however, in other parks, there are not bins at every entrance.

I don't see a lot of bins near bus stops, which would be the perfect place to have them.

I'm not sure if Salmon Arm has ever considered a citywide volunteer -based pick up garbage in your neighbourhood day, but maybe it's time. Especially through the parks and trails.

We live in a beautiful place with amazing vistas. How can we do our part to put garbage away belongs – in a bin.

My kids are grown now but they grew up with the litter bug (the green bins) all over the province. And we never as a family thought of throwing garbage out the window or dropping it on the ground.

The city can help in getting people back to not just dropping their litter on the ground through introducing more bins all over the city and maybe a few signs reminding people why they need to use the bins rather than drop it on the ground.

Thank you for considering my email.

Sincerely,

Jo-Ann

Jo-Ann Bance, E-RYT 500, C-IAYT



MARCH 24, 2025

Dear SILGA Member Councils, Boards, and CAOs,

Re: FEEDBACK REQUESTED: Reforming the Local Government Act - A Roadmap

I am reaching out to formally request that this communication be included as a Board or Council Communication on your upcoming agenda.

Feedback is requested on the initiative to modernize the *Local Government Act* (LGA). It has been identified that the input from both member staff and elected officials is crucial. Therefore, we are asking that this opportunity be shared through all levels of your organization, and that time be allocated for their participation. Don Lidstone, K.C. has written a document, "[Regional District Legislation Roadmap](#)", as a framework to gather feedback from all five area associations on the challenges local governments are currently experiencing with the LGA. This document has been transposed into a survey that is now available at the following link:

[Reforming the Local Government Act: A Roadmap – SURVEY LINK](#)

Please note:

- ❖ The survey may be completed by individuals or as a group – we would like to hear from local government elected officials and staff concerning the legislation, including examples of how the current legislation impacts the work that you do and potential solutions or additional recommendations.
- ❖ The Roadmap document has been divided into 9 survey pages in SurveyMonkey, consisting of an executive summary with recommendations, followed by examinations of Parts 5-12 of the LGA.
- ❖ Each of the survey pages is followed by questions to elicit feedback. There is no requirement to answer all of the questions; any degree of input is beneficial.
- ❖ Survey responses will be compiled into a report for UBCM and the Province that defines issues and specifications to modernize the LGA. Individuals' answers will be kept anonymous.
- ❖ There is an option in each section to input your contact information. This is for those who are willing to provide more information, or who would like a response from us, and is not required.



- ❖ Responses will be saved after each page, and the survey may be paused and resumed at members' convenience. Please note that the same device and web browser must be used to re-access the survey.
- ❖ You may edit your responses, or add additional comments, up until May 31, 2025 at 11:59pm. Same as the above point, the same device and web browser must be used to access the previously submitted survey.

Any survey responses received by March 28th, 2025 will be included in content provided to the area associations' annual conventions. The final deadline to submit responses to any of the survey pages is 11:59 pm on Saturday, May 31.

Thank you for considering our request. If you have any questions, please reach out to SILGA General Manager, Koryn de Vries, at info@silga.ca.

Sincerely,

Louise Wallace Richmond
President, SILGA
Councillor, City of Salmon Arm



LEGISLATIVE ASSEMBLY

of BRITISH COLUMBIA

Constituency Office:

Salmon Arm, BC

Phone 778 724 2407

Email David.Williams.MLA@leg.bc.ca

Legislative Office:

Room 201 Parliament Buildings

Victoria, BC V8W 1X4



David Williams
MLA Salmon Arm – Shuswap

RE: Bill 7 – 2025: Economic Stabilization (Tariff Response) Act

Dear Mayor and Council,

The provincial government has recently introduced Bill 7, legislation that overrides local autonomy without any opportunity for discussion or input on binding decisions. As the MLA for Salmon Arm–Shuswap, my fiduciary duty is to represent the best interests of my constituents. I cannot support any legislation that undermines the democratic process and may negatively impact our residents, businesses, and local governance.

I am formally requesting a letter of support from your council in opposition to this legislation. I also encourage you to make your concerns known to the Premier and the NDP government. While we face many challenges, our existing governmental structure remains fully capable of addressing issues in a timely and effective manner.

Thank you for your attention to this important matter. I look forward to your response.

Sincerely,

David Williams

David L. Williams

MLA, Salmon Arm–Shuswap

March 20th, 2025

Mayor and Council
Municipalities of BC
via email

Dear Mayor and Council,

RE: Cannabis Taxation Sharing & Municipal-Owned Cannabis Retail Stores

The Village of Daajing Giids is sharing with you the attached letter from David Hume the Assistant Deputy Minister & Liquor and Cannabis Regulation Branch as we believe it is important to ensure that all municipal leaders are informed about this ongoing dialogue and are able to consider the implications and opportunities for your municipality.

The letter arose from the Village of Daajing Giids' 2023 Union of BC Municipalities (UBCM) advocacy efforts with regard to Cannabis Taxation Revenue sharing with municipalities. The Village requested a general update on this topic from the Minister of Finance based on a recommendation from the 2021 Local Government Financial Resiliency report "seeking targeted consumption tax that provides local government a share of provincial cannabis taxation revenue". With minimal update on taxation revenue sharing from the Province, the question of municipally-owned cannabis stores as a source of revenue for local governments was briefly discussed with then Minister of Public Safety & Solicitor General Mike Farnworth.

The attached letter outlines the province's position and provides clarity on issues related to municipal eligibility for cannabis retail store licenses. We encourage you to review the document and consider not only the revenue possibilities but also the opportunity to ensure responsible distribution and community oversight for your municipality.

Sincerely,



Her Worship,
Mayor Lisa Pineault

Village of Daajing Giids
PO Box 580, 903A Oceanview Drive V0T1S0
Email: mayor@daajinggiids.ca | Web: <https://daajinggiids.ca/>

VIA EMAIL

Ref: 674406

February 5, 2025

Her Worship Lisa Pineault
Village of Daajing Giids
903A Oceanview Drive
Daajing Giids, B.C. V0T 1S0
Email: Office@daajinggiids.ca

Dear Mayor Pineault:

I am writing to follow up with you on a letter sent from former Minister, Mike Farnworth, on February 5, 2024, regarding municipality-owned cannabis retail stores. As the General Manager (GM) of the Liquor and Cannabis Regulation Branch (LCRB), I oversee the province's liquor and cannabis regulations, including the administration of cannabis licences and authorizations. Through sound policy and regulation, the LCRB's mission is to enable vibrant liquor and cannabis industries, while ensuring public health and safety.

I would like to thank the delegation from the Village of Daajing Giids for your interest in the cannabis industry and for seeking clarification on whether a municipality is eligible to hold a Cannabis Retail Store (CRS) licence. I appreciate your patience while we reviewed this matter.

The *Cannabis Control and Licensing Act* authorizes the GM to issue a CRS licence to an individual, partnership, corporation or Indigenous nation. In B.C., the legal definition of a corporation includes a municipality or other incorporated bodies. Therefore, the GM is authorized to issue a CRS licence to a municipality if the municipality meets all licensing requirements.

If you are interested in applying for a CRS licence, you can submit an application through the LCRB's licensing portal: <https://justice.gov.bc.ca/lcrb/>.

More information on how to apply is on the LCRB's "Apply for a cannabis Retail Store licence" webpage: <https://www2.gov.bc.ca/gov/content/employment-business/business/liquor-regulation-licensing/cannabis-licences/apply-cannabis-licence/apply-for-a-cannabis-retail-store-licence>.

.../2

Her Worship Lisa Pineault
Page 2

If you have more questions about the application process, please reach out to Karina Isdahl, Licensing Manager at Karina.Isdahl@gov.bc.ca.

Sincerely,

A handwritten signature in black ink, appearing to be 'DH' followed by a long, wavy horizontal line.

David Hume
Assistant Deputy Minister and General Manager
Liquor and Cannabis Regulation Branch
Ministry of Public Safety and Solicitor General
www.gov.bc.ca/lcrb

pc: Janet Donald, Executive Director, LCRB (Janet.Donald@gov.bc.ca)
Pamala Renwick, Executive Director and Deputy General Manager of Licensing
(Pamala.Renwick@gov.bc.ca)

March XX, 2025

The Honourable Ravi Kahlon
Minister of Housing & Municipal Affairs
Province of British Columbia

Dear Minister,

Re: Big Moves on Offsite Manufacturing to Tackle BC’s Economic & Housing Crises

Growing B.C.’s offsite building construction sector is a unique opportunity for tackling today’s greatest threat—U.S. protectionism—and essential for addressing long-standing crises, advancing three top provincial priorities:

- I. **Manufacturing Jobs:** Create secure jobs in small towns, Indigenous communities and big cities with a guaranteed market, B.C., and grow export markets over time.
- II. **Accelerated Construction:** Expedite permitting and manage costs for housing, schools, and hospitals.
- III. **Climate Action:** Deliver on our near-zero new construction commitment.

To harness this potential, we urge you to make big moves on offsite manufacturing:

- 1. **Adopt a Provincial Offsite Building Construction Mandate:** Deliver on the mandate by appointing a senior civil servant to align policies with relevant ministries and collaborate with key stakeholders.
- 2. **Develop a Strategic Roadmap:** Create a collaborative plan with four integrated pillars:
 - **Demand Generation:** Instill investor confidence, prioritizing offsite in long-term housing and infrastructure plans, harnessing public land for non-market housing, removing mass timber barriers.
 - **Manufacturer Incubation:** Build a thriving sector, fostering Indigenous-led solutions, incubating and accelerating manufacturing in rural and urban communities, facilitating standardization.
 - **Ecosystem Optimization:** Solve barriers downstream that increase cost, expediting permitting, supporting early adopters, advancing integrated design, supporting legislative innovation.
 - **Financial Innovation:** Strengthen investor attractiveness, closing the manufacturer cash flow gap and introducing tax credits, developing a model to cost-effectively scale high-volume non-market housing
- 3. **Jumpstart Immediate Actions:** Implement quick wins while the roadmap is developed, ensuring rapid progress.

Please see the appendix for details.

These big moves will accelerate the delivery of multiple mandates, building on provincial leadership and entrepreneurial excellence across B.C. We, the undersigned, represent a diverse group of public, private, and social sector stakeholders united in our commitment to driving the success of offsite manufacturing in B.C. to meet the province's top priorities.

Sincerely,

Name	Title	Company / Organization

Appendix: Big Moves on Offsite: Tackling Economic and Housing Crises, Delivering on Mandates

The Housing Crisis

B.C. needs 500,000 to 700,000 housing units by 2030 to restore affordability (CMHC, 2024). At current construction rates of 45,000 units per year, this target will not be met until almost 2040. Last year housing starts dropped 9% and the rate is projected to decline further with 1 in 4 construction workers—our most experienced—expected to retire within a decade (Build Force, 2024). This means the crisis could get worse. Labour supply has been the biggest constraint on construction rates since before covid and high interest rates, and is a growing cost driver.

Offsite Manufacturing: Speed, Cost, Scale

Offsite construction involves prefabricated components (e.g., walls, floors, modules) in a factory setting, improving quality control and predictability and reducing on-site labor and assembly time. It offers several benefits:

1. **Speed and Productivity:** Accelerates project timelines and increases labour productivity and total output.
2. **Cost:** Reduces material waste and construction cost.
3. **Scalability:** Supports large-scale, repeatable housing and infrastructure production, especially buildings that are semi-standardized and scalable like non-market housing, schools and hospitals.

Economic Opportunities and Job Creation

Modular, panelized and mass timber offsite construction can generate secure manufacturing jobs with a guaranteed market, i.e. B.C., and grow export markets over time. Reducing mass timber construction barriers can offset U.S. export losses. This is a big value-added opportunity in forest dependent communities. Supporting manufacturers, notably in rural and Indigenous communities, is integral to building a resilient, sustainable industry and long-term economic growth.

Sustainability and Climate Action

Offsite manufacturing aligns with B.C.'s climate goals by reducing waste, energy consumption, and the carbon footprint of construction. The use of mass timber and other sustainable materials also supports the forest industry, creating a positive feedback loop. The quality and cost control of manufacturing plants is the only way B.C. will scale near zero new construction—a key climate commitment—industry and province-wide.

Indigenous-Led Solutions

Indigenous communities can be key players in the offsite construction ecosystem, from forest stewardship, value-added manufacturing to reserve and urban Indigenous housing delivery. Policies should support opportunities for Indigenous leadership along this supply chain, including training, start up incubation and acceleration and partnerships.

Big BC Moves On Offsite Manufacturing

1. **Adopt a bold, provincial offsite construction mandate** to deliver on these priorities led by the Ministry of Housing.
 - **Appoint a senior civil servant with authority to deliver on the mandate** and work with key ministries to strengthen policy alignment.
 - **Take a leadership role in a collaborative process** with public, private and social sector stakeholders to drive market transformation.
2. **Develop a roadmap over the next year** collaboratively with key sectors with four integrated pillars.
 - **Demand generation** to instill investor confidence in expanding manufacturing capacity.
 - Establish framework agreements to prioritize offsite in long-term housing and infrastructure plans.
 - Accelerate standardized, offsite-ready designs with expedited permitting for small, scale multi-unit housing, market and non-market multi-family housing, schools and hospitals.
 - Expedite removal of barriers for 7-18 storey mass timber to offset U.S. market losses.
 - Expand offsite, non-market housing development on public land.
 - Allocate a share of committed housing dollars to offsite.

- **Manufacturer incubation and acceleration** to build a thriving, competitive sector.
 - Enable Indigenous-led solutions across the supply chain from value added manufacturing to housing.
 - Incubate and expand manufacturing in rural and urban communities.
 - Support building, component and process standardization to strengthen output and quality control.
 - Strengthen post secondary training for trades, manufacturing and design professionals.
- **Ecosystem optimization** to solve barriers downstream that inadvertently increase cost, time and risk:
 - Build AI-supported permitting capacity and expedite regulation-compliant digital applications.
 - Advance integrated design and procurement innovation.
 - Incentivize early adopters and build capacity in key sectors: local government, market/non-market housing.
 - Advance provincial innovation in certification, codes and legislation.
- **Financial innovation** to strengthen investor attractiveness and mitigate manufacturer risk:
 - Solve manufacturers' cash flow gap between material procurement and onsite installation.
 - Strengthen fiscal tools for startup and growth like investment tax credits.
 - Develop a business model that uses public and private sector financing and high volume, standardized construction on public land to deliver a big share of non-market housing at no to low long-term subsidy.

3. **Take a jumpstart approach, initiating surefire actions** to deliver on the mandate while the roadmap is under development.

Today's Construction Industry & Offsite Construction

Offsite manufacturing creates opportunities for today's homebuilders and developers to procure components like panelized walls, floors and modules that meet rising performance standards increasingly challenging to meet on site. This simply extends the practice of procuring pre-fabricated roof trusses, common in single family and town home construction. High construction demand and an aging construction work force means today's workers will not be displaced. There will continue to be demand for traditional onsite construction for a wide range of projects. And there is a need to build industry capacity—builders, developers, general contractors, trades, design professionals—to acquire skills and knowledge to take advantage of offsite manufacturing opportunities.

Building on a Provincial Foundation, Delivering on Mandates

A strategic approach to offsite construction market transformation is a natural next step in a series of entrepreneurial commitments already undertaken by the B.C. Government:

- B.C.'s Mass Timber Building Code and JEDI's Mass Timber Action Plan established a foundation for offsite construction in 7-18 storey construction and explains B.C. offsite leadership in complex, larger buildings.
- BCBuilds' and Ministry of Transportation Transit Oriented Affordable Housing program both harness public land for housing and speak to the potential for innovative public procurement to grow offsite construction demand.
- B.C.'s Energy Step Code is a market transformation model for leading jurisdictions across North America. It will only be scaled province and industry-wide with offsite construction. The strong Ministerial and staff mandate and the collaborative, multi-sectoral governance approach are lessons for offsite construction market transformation.
- B.C.'s Standardized Housing Design Catalogue for coach and multiplex and the BC Housing-Metro Vancouver DASH Standardized, Six Storey Purpose Built Rental Design are both developed with offsite-ready designs.
- DRIPA affirms the right for Indigenous peoples to be actively involved in developing housing programs affecting them, and the conservation, protection and productive capacity of their resources with implementation assistance.
- Ministry of Housing's digital permitting capacity building initiative, including the Digital Permitting Hub, are well positioned to expedite offsite projects which are dominantly designed on digital platforms

Strategically growing offsite construction can accelerate delivery of multiple cabinet mandates:

- *Grow and diversify the economy and create good jobs across B.C.*
- *Reduce costs for families and increase access to affordable homes and rental, co-op and non-market supply.*
- *Remove barriers, manage costs, advance standardization and expedite permitting and construction of housing and infrastructure, including schools, hospitals, child care facilities, drug treatment or mental health facilities.*
- *Use surplus government real estate assets to support housing and economic development.*
- *Advance reconciliation and create tangible benefits such as building affordable housing and creating good jobs.*
- *Support innovative ways to meet climate goals and value-added forest products for local and international markets.*

Rhonda West

From: Rhonda West
Sent: Monday, March 31, 2025 8:59 AM
To: Rhonda West
Subject: FW: [External] Now Open! Great Canadian Landmark Contest

Submission Draft:

✳ LANDMARK SUBMISSION: City of Salmon Arm ✳

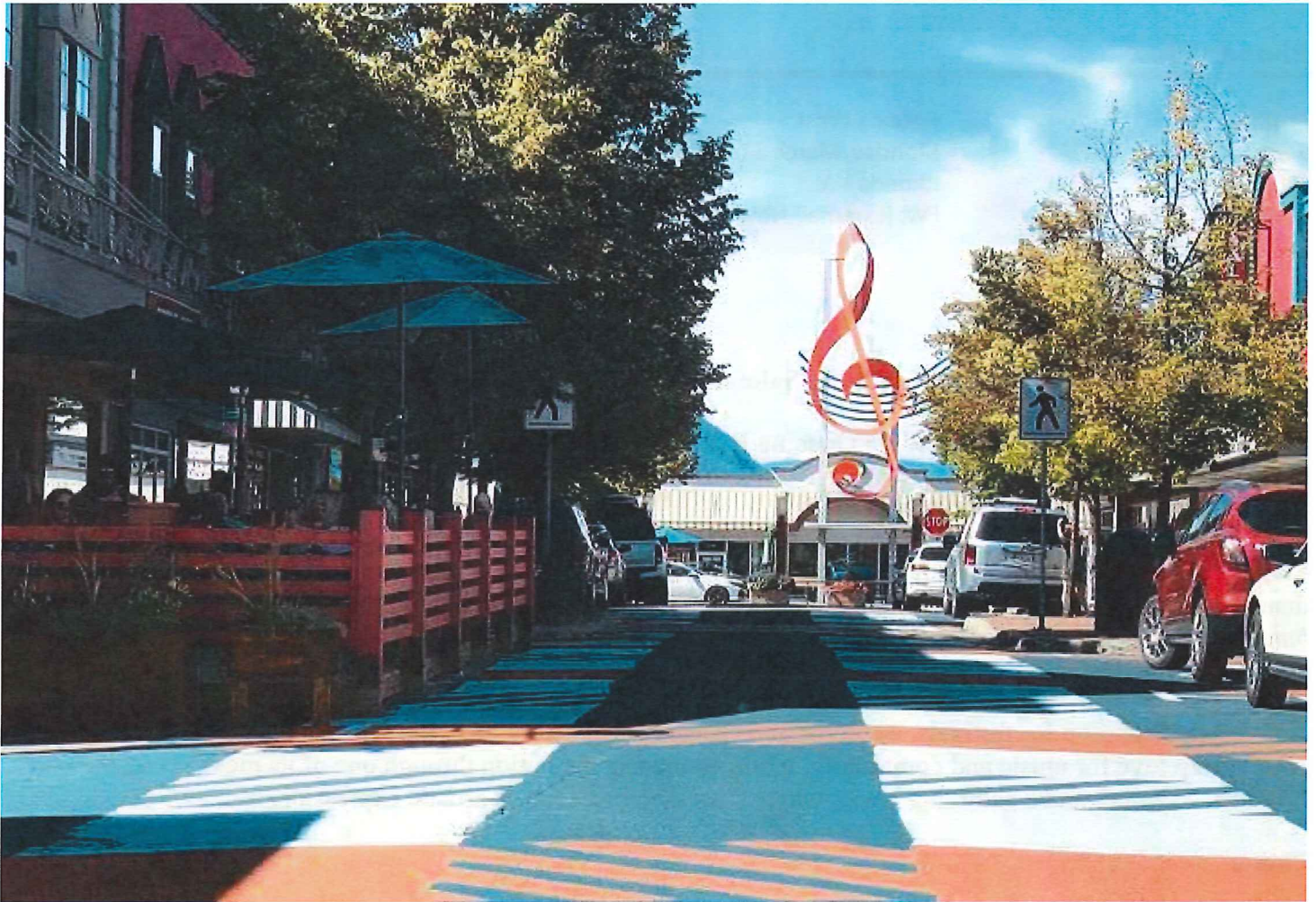
Landmark Name: The Treble Clef & Opening Bar of Oh Canada Sculpture – Salmon Arm, BC

Landmark Description / Interesting Fact:

Rising from the shoreline of Shuswap Lake on Lakeshore Drive in Salmon Arm is a stunning 13-foot-tall *Treble Clef* that sings the spirit of Canada. Sculpted in steel and installed in 2019, this soaring musical symbol is more than a work of art—it's a tribute to unity, creativity, and patriotism. Embedded in the sculpture is the *opening bar* of "O Canada", allowing residents and visitors alike to connect with Canada's national anthem in a uniquely tactile way.

A favourite backdrop for festivals, concerts, and Canada Day celebrations, the sculpture embodies Salmon Arm's deep love for music and community, while honouring the nation through one of its most iconic melodies. It is both a symbol and a gathering place, where Canadian pride meets artistic expression.

Photo:



Great Canadian Landmark Contest

[Register here \[2\]](#)

IT'S TIME SHOW OFF YOUR LOCAL LANDMARK

Get ready to showcase your hometown pride and celebrate the places that make Canada truly extraordinary. The Municipal World Great Canadian Landmark Contest is back for its second year, so let's put your favourites on the map.

From coast to coast to coast, Canada is home to landmarks that tell the story of our history, culture, and natural wonders. Now is your chance to shine a spotlight on the unique landmarks that make your community special. Whether it's a historic building, a breathtaking natural wonder, a quirky local treasure, or last year's winner, Mr. PG, from Prince George, B.C., every landmark has a story – and we want to hear it.

How It Works:

- * Nominate: Submit your favourite Canadian landmark for consideration.

- * Vote: Rally your community and vote for your top picks.

* Celebrate: Watch as the winning landmarks gain the recognition they deserve.

With Municipal World's Great Canadian Landmark Contest, we've partnered with Social Pinpoint to provide municipalities and visitors an intuitive platform to cast votes, see real-time results, and add comments to their beloved landmarks that embody the spirit and history of their local places.

The contest runs until Aug. 15. Use this form to submit your landmark by stating its name, a brief history or interesting fact, uploading a high-quality photo, and your basic contact information. As we continue to receive submissions, we'll update the Social Pinpoint map [3] for everyone to interact with and cast their vote.

Don't miss this chance to be part of a national celebration of the landmarks that make Canada a land like no other.

Amy Kean
Client Outreach Coordinator

Rhonda West

From: Rhonda West
Sent: Friday, April 4, 2025 11:36 AM
To: Rhonda West
Subject: Light up in Blue for Prostate Cancer
Attachments: LUIB 1.png; LUIB 2.png

From: Shelley Werk <Shelley@prostatecanada.ca>
Sent: Thursday, April 3, 2025 1:23 PM
Subject: [External] Light up in Blue for Prostate Cancer

Good afternoon,

I am reaching out to you today to see if you will join Prostate Cancer Foundation Canada in lighting up your building in blue in September for Prostate Cancer Awareness month.

All it takes is a blue light bulb (if you do not have lighting infrastructure).

We would like to ask you to light up for 1 day, 1 week or all month with us to raise awareness of the #1 cancer in Canadian men.

Last year we had over 200 landmarks join us.

Please let me know at your earliest convenience, thank you very much.

Shelley Werk, *Donor Relations*



Direct | 604.574.4012 Toll-free | 1.877.840.9173

#4-17918 55th Avenue, Surrey, BC V3S 6C8 Canada

shelley@prostatecanada.ca | prostatecanada.ca

*

Rhonda West

From: Rhonda West
Sent: Tuesday, April 8, 2025 12:08 PM
To: Rhonda West
Subject: FW: Light Request - Cystic Fibrosis Canada

From: Chloe Hall <chall@cysticfibrosis.ca>
Sent: Tuesday, April 8, 2025 9:18 AM
To: Sapphire Games <visitorinfo@salmonarm.ca>
Subject: [External] Light Request - Cystic Fibrosis Canada

Hi!

I am reaching out on behalf of Cystic Fibrosis Canada to request your support in raising awareness for cystic fibrosis (CF) by lighting up City Hall in blue during the month of May, which is recognized as **Cystic Fibrosis Awareness Month**.

Cystic fibrosis is the most common fatal genetic disease affecting Canadian children and young adults. This month is dedicated to increasing understanding of the disease and showing support for the thousands of Canadians impacted by CF. Lighting landmarks across the country in blue is a powerful way to help shine a light on this cause and spark important conversations in our communities!

If it's possible to arrange a lighting on **May 1 or 24**, we would be so grateful. We'd also be happy to acknowledge your support through our communications and social media channels, if appropriate.

Please let me know if any additional information is needed or if there's a formal request process we should follow.

Thank you for considering this request and for helping bring awareness to the thousands of Canadians living with cystic fibrosis.

Best,

Chloe Hall

Manager, Communications | Gestionnaire, Communications
Cystic Fibrosis Canada | Fibrose kystique Canada

Tel: 519-402-4070

www.cysticfibrosis.ca | www.fibrosekystique.ca



SALMON ARM MUSEUM & HERITAGE ASSOCIATION AT

R.J. Haney Heritage Village & Museum

751 Hwy. 97B NE

♦

P.O. Box 1642

♦

Salmon Arm, BC V1E 4P7

April 4, 2024

Mayor and Council

City of Salmon Arm

500 2 Ave NE

Salmon Arm, BC V1E 4N2

Subject: Request for City Support in Reducing Speed Limit on Highway 97B near R.J. Haney Heritage Village & Museum

Dear Mayor and Council,

I am writing to respectfully request the City of Salmon Arm's support in addressing a longstanding public safety concern on Highway 97B—specifically the speed zone in front of the R.J. Haney Heritage Village & Museum.

As you know, the ongoing R.W. Bruhn Bridge replacement project has resulted in periodic closures of the Trans-Canada Highway, with Highway 97B serving as a detour route. This has led to a noticeable increase in traffic volumes along the corridor, including past the entrance to the Heritage Village. While this added visibility brings some benefits, it also exacerbates existing safety issues due to high speeds and limited visibility for turning vehicles.

The current speed limit remains at 90 km/h directly in front of our main entrance, with a reduction to 70 km/h only occurring several meters beyond our driveway. This creates a dangerous environment for both drivers and pedestrians. Over my 15 years as General Manager, I have witnessed multiple collisions and near-misses—including a recent accident on November 15, 2024, when a vehicle was t-boned while crossing Highway 97B at Drives Truck Sales.

With over 20,000 annual visitors and our proximity to South Canoe Elementary School, the current conditions pose an unnecessary risk to families, students, and staff. I have formally submitted a request to the Ministry of Transportation and Infrastructure asking that the 70 km/h speed zone be extended north to begin at 10th Avenue SE and continue to the Trans-Canada Highway junction.

I have not received a response or acknowledgment from the Ministry. Given the safety concerns and the importance of proactive traffic management in this area, I am asking the City to consider submitting a

Come and explore the Shuswap's largest heritage attraction!

Real History – Hands-on-Activities – Great Food

letter of support for this change to the Ministry. I believe your advocacy would carry significant weight and help bring attention to this issue before a serious incident occurs.

Please let me know if I can provide additional information or attend a meeting to speak further on this request. Thank you for considering this important matter.

Warm regards,

A handwritten signature in black ink, appearing to read "Susan Mackie". The signature is fluid and cursive, with the first name "Susan" and last name "Mackie" clearly distinguishable.

Susan Mackie
General Manager
R.J. Haney Heritage Village & Museum

City of Salmon Arm

April 08, 2025

Dear City Council,

We are writing to request a waiver for the use of the Safeway Field in order to use it for parking.

As you may know, we traditionally have been providing organized parking for the Salmon Arm Fair. We wish to do the same thing this year.

This would mean we would need the field from Aug 21-24, 2025. This allows for both set-up and clean-up.

I believe we will need to provide proof of insurance, which of course we can do.

Thank you,

Maryann Brock

Fundraising coordinator,

Wa'ya Spirit District.



NEWS RELEASE

Update: April 03, 2024

SPLATSIN TE SECWÉPEMC RAIL TRAIL UPDATE: TWO MORE SECTIONS NOW COMPLETE; MARA LAKE SECTION UNDERWAY

The Rail Trail partners—Splatsin te Secwépemc, the Columbia Shuswap Regional District (CSR), and the Regional District of North Okanagan (RDNO)— are excited to announce that two more sections of the Splatsin te Secwépemc/Shuswap North Okanagan Rail Trail have been completed, and construction is now proceeding on the next section of trail between Sicamous and Armstrong.

Since 2015, trail partners have been collaborating to develop the 50-kilometre greenway for walking and cycling. This scenic trail connects the communities of Sicamous, CSR Electoral Area E, RDNO Electoral Area F, Enderby, Splatsin, the Township of Spallumcheen, and Armstrong. It will eventually link to Vernon, Kelowna, and greenway trail initiatives linking all the way south to Osoyoos.

Recently completed sections include those between km 0.5 and km 4.4 from Sicamous and km 49.15 and km 50.15 into Armstrong. The Armstrong section is open for use, while access to the Sicamous section is restricted due to the Bruhn Bridge construction and limited trailhead parking on the west side of the Sicamous Narrows.

Construction of the next section of trail between km 4.4 and km 14.8 along Mara Lake south of Sicamous was recently awarded to Skwlax Resource Management Ltd. Construction on this section began earlier this week and is expected to take six weeks. The general scope of work will include erosion control, environmental works, culvert and drainage improvements, preparation and installation of the trail surface, fencing, crossing improvements, signage, and landscaping restoration.

Flood erosion repairs are required but will not be completed until later this year. Detailed design for the 12 erosion locations have been sent for provincial environmental review. This work is required to take place during low water at specific times when fish habitat will not be disturbed.

Longer work hours are expected between 3 pm and 10 pm to take advantage of access around Bruhn Bridge closures and still meet the construction timeline. Residents along Old Spallumcheen Road should use caution. Construction equipment will be accessing the site from the Sicamous section of the rail trail.

Yucwmenlúcwu (Caretakers of the Land) from Splatsin Development Corporation are overseeing the project with Lawson Engineering Ltd. providing engineering design and construction services.



A funding contribution from the Federal Housing and Infrastructure Canada's Active Transportation Funding program is supporting the current project work between km 4.4 and km 14.8.

To stay updated on the progress of the Rail Trail or to donate, visit www.shuswapnorthokanaganrailtrail.ca.

For media inquiries, please contact:
Ken Barnes, Communications Specialist
Splatsin te Secwépemc
(250) 801-8256 | ken.barnes@splatsin.ca



Rail Trail Construction south of Sicamous along Mara Lake between km 4.4 and km 14.8 is next up for construction. Construction is expected to take six weeks, but erosion repairs will be done later in the year.



55+ BC GAMES

SALMON ARM, SEPTEMBER 10 - 14, 2024

ECONOMIC IMPACT REPORT

Prepared by:

Host Committee Games Office

Louise Wallace Richmond, Lead Event Coordinator

Koryn de Vries, Office Administrator

November, 2024

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We acknowledge that Salmon Arm 2024 55+ BC Games were held on the traditional territory of the Secwépemc people, with whom we share these lands and where we live and work together.

Introduction

The **Salmon Arm 2024 55+ BC Games** was held from September 10 to September 14. Over the course of five days, Salmon Arm and the neighbouring communities of Enderby, Sicamous and Chase welcomed 2,499 participants competing in 20 events at 20 locations with the indispensable help of 1,200 volunteers.

This economic impact report will detail the overall economic contribution, participation by sport and by zone, rental and facility upgrades, sponsorships, host committee income and expenses, accommodation and visitor spending, as well as the wider social capital impact.

The host committee is profoundly grateful for the guidance and support of the BC Seniors Games Society and we present this report in compliance with the Agreement for Financial Assistance signed in November 2023.

For further information, please contact the Salmon Arm Economic Development Society.

Assumptions

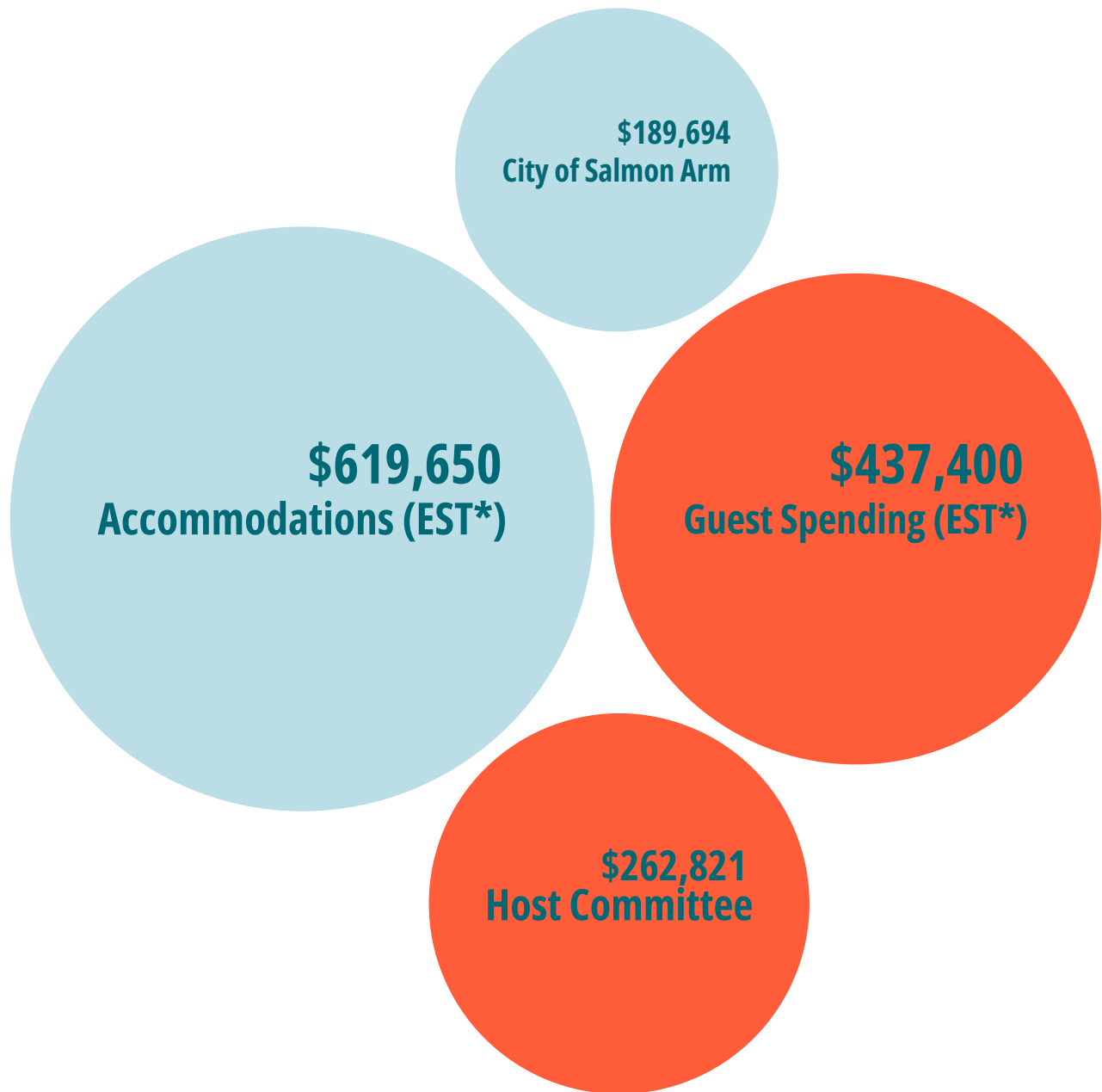
- Figures are based on September 2024 Financials (subject to change upon final audited financial statement and Host Committee Society dissolution)
- Accommodation figures are based on monthly provincial MRDT (hotel tax) reports
- Participant figures based on data provided by BCSGS
- In all cases, estimated figures were based on conservative assumptions

Disclaimer

- The authors assume no responsibility or liability for any errors or omissions in the content of this site. The information contained in this report is provided on an "as is" basis with no guarantees of completeness or accuracy.

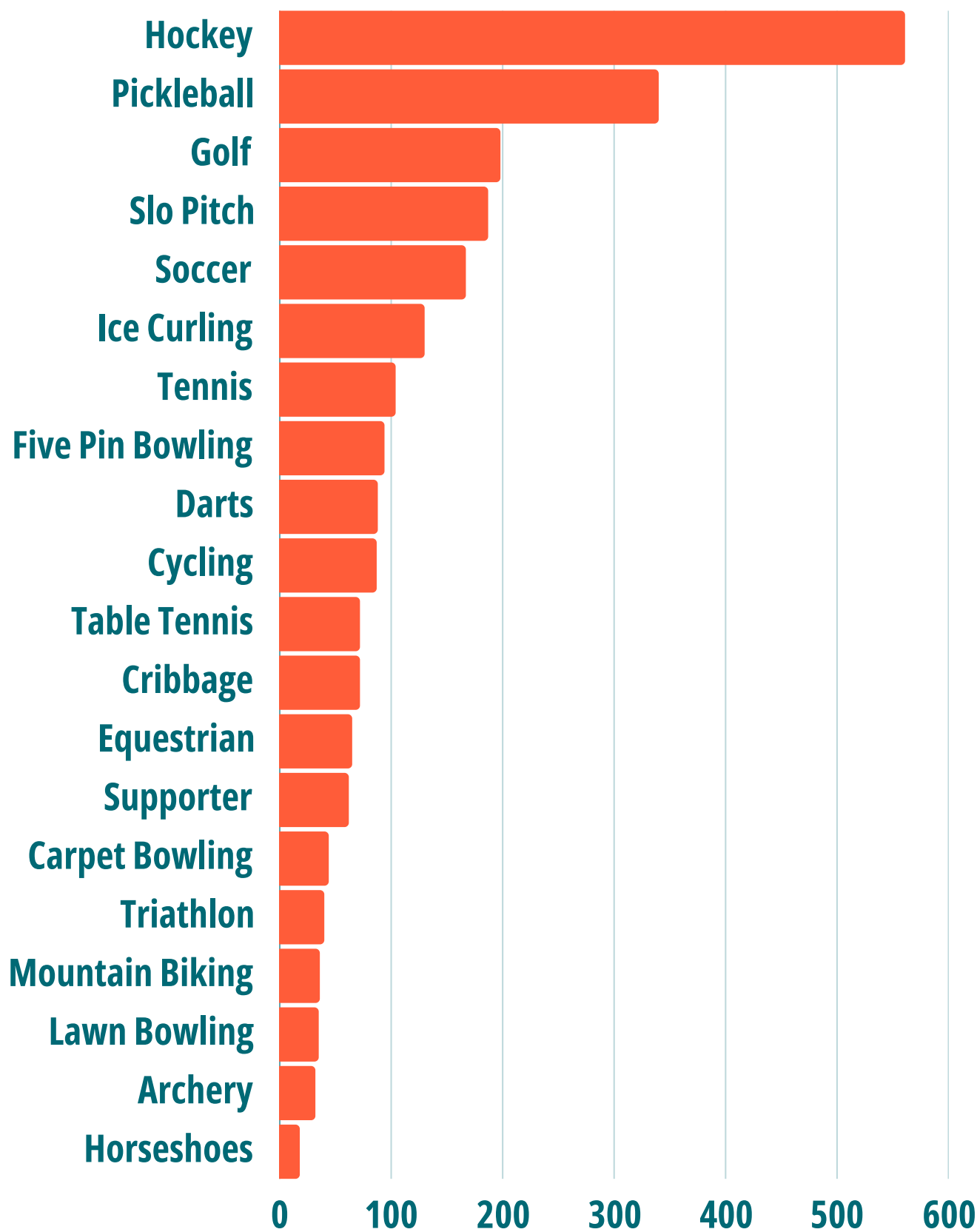
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Overall Economic Contribution

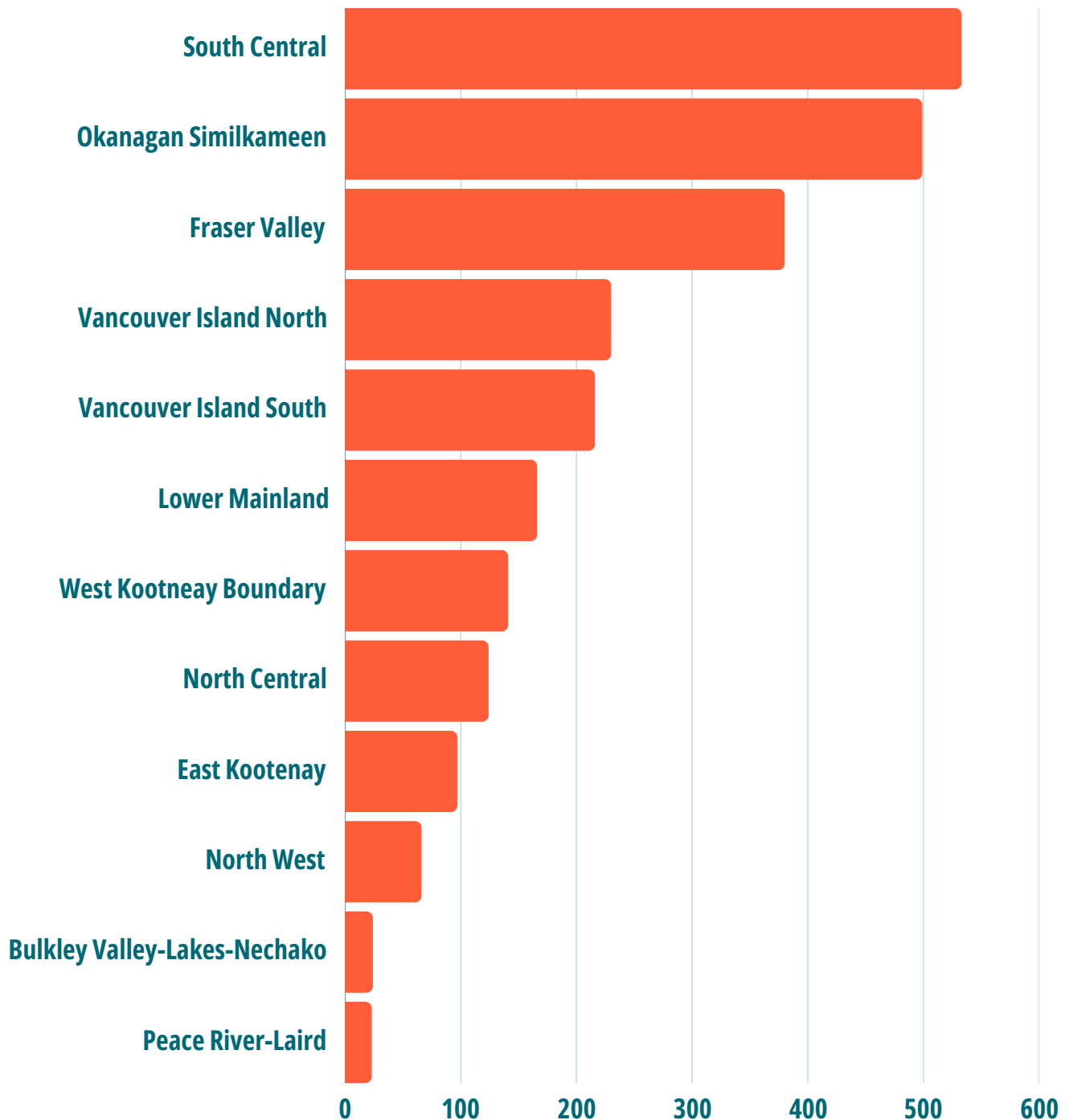


Total Estimated Direct Spending
\$1,509,565

Participation by Sport



Participation by Provincial Zone

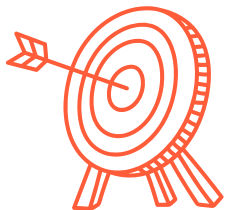


Total Number of Participants: 2,499

Number of Local Participants (*EST): 520

Percentage of Overnight Participants: 79%

Sports Rental and Upgrades



Archery
\$2,822



Curling
\$14,500



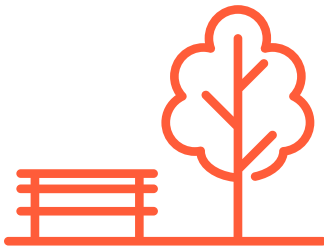
Golf (2ourses)
\$32,200



Hockey (3 arenas)
\$25,181



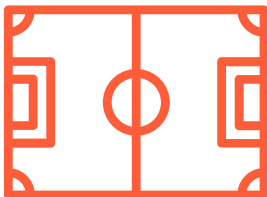
Pickelball
\$9,939



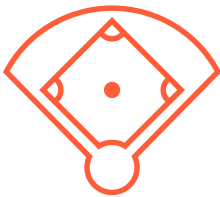
Parks
\$2,500



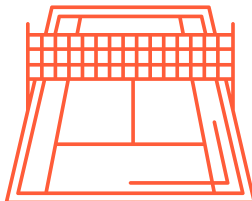
Soccer
\$2,520



Greens & Fields
\$61,800



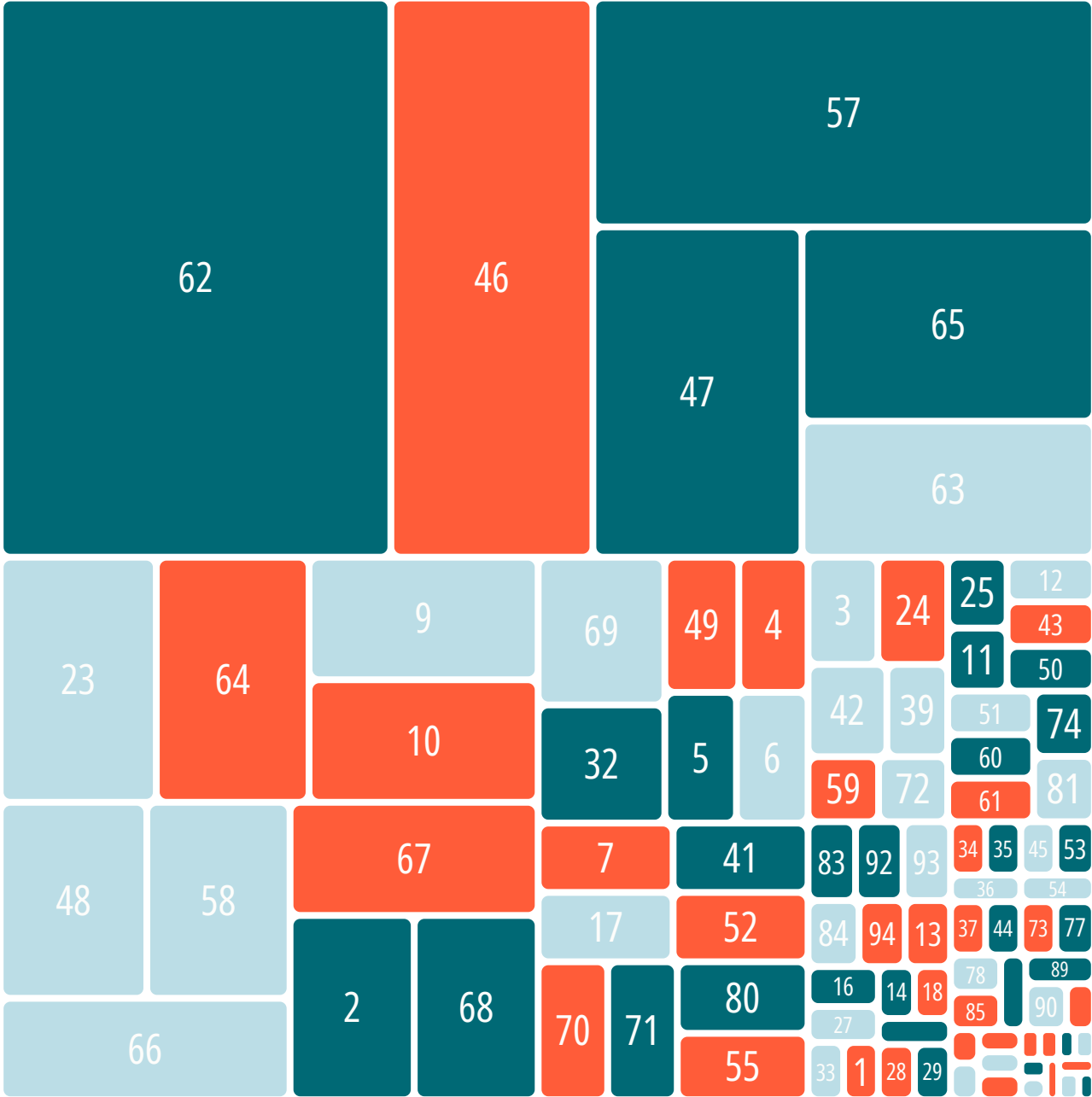
Diamonds
\$23,010



Courts
\$39,674

\$214,146

Friends of the Games Contributions



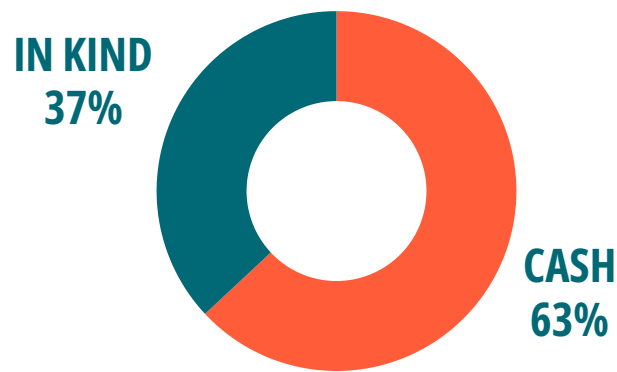
Total Number of Contributions: 94

Total Value (in kind/cash): \$637,111

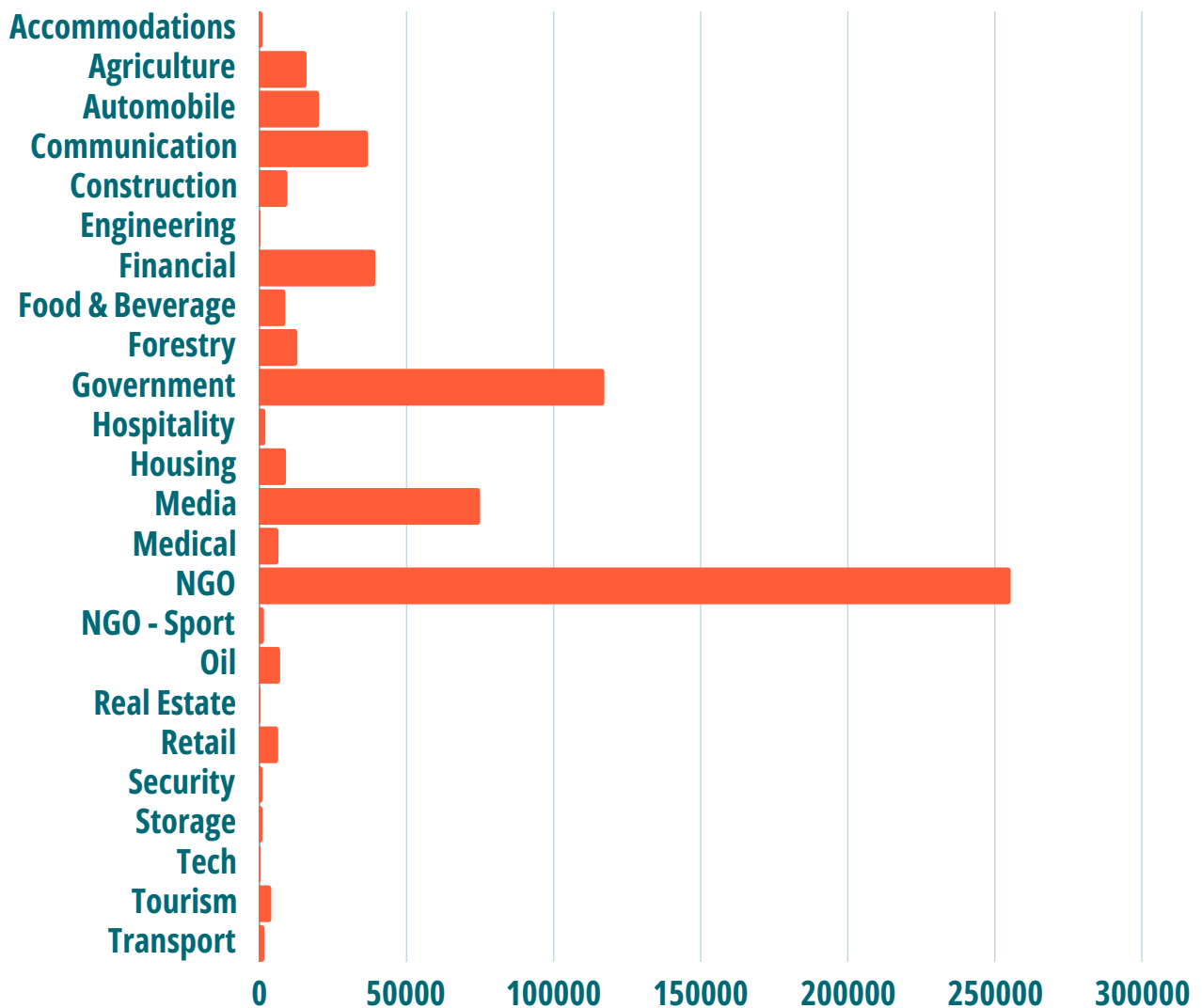
Mean Contribution: \$6,777

Median Contribution: \$2,000

In Kind vs Cash Contributions



Financial Contributions by Sector



Accommodations - September 10-14, 2024*



Total number of rooms available

900

Average Daily Rate

\$170

Estimated length of stay

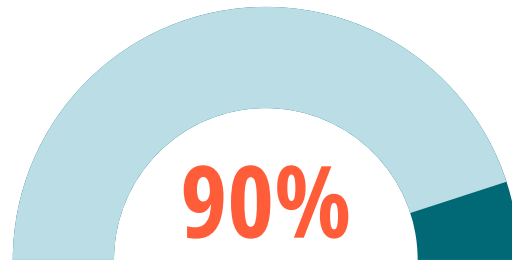
4.5 days

Estimated Accommodation Spend

\$619,650

*Average Occupancy September 2023 64%

Estimated Visitor Spending September 10-14, 2024



Occupancy

900

Rooms Available

4.5 days

Average Length of Stay

3,645

Total Visitor Days

\$120

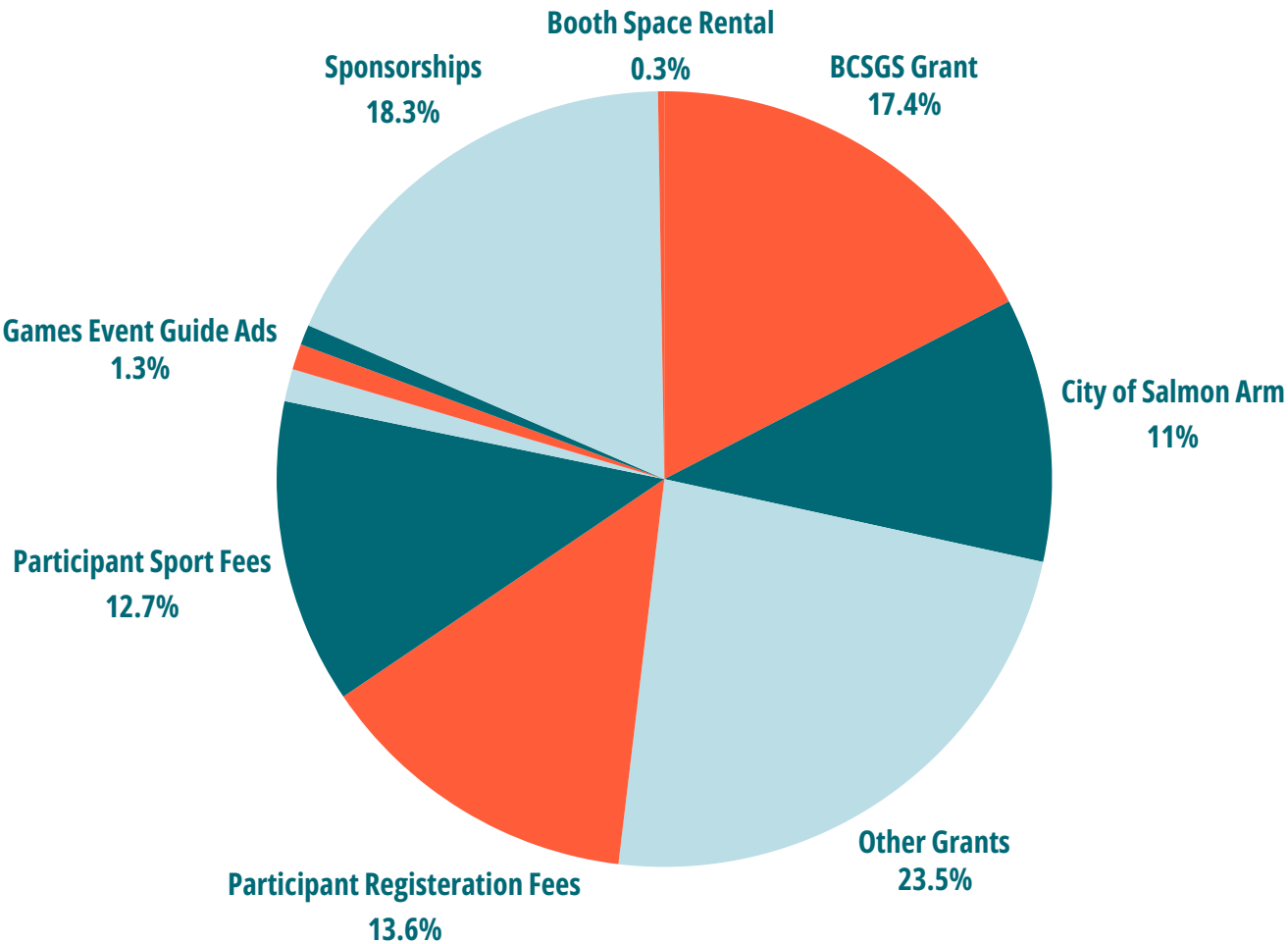
Estimated Average Daily Spend

excluding accomodation

\$437,400

Estimated Visitor Spending

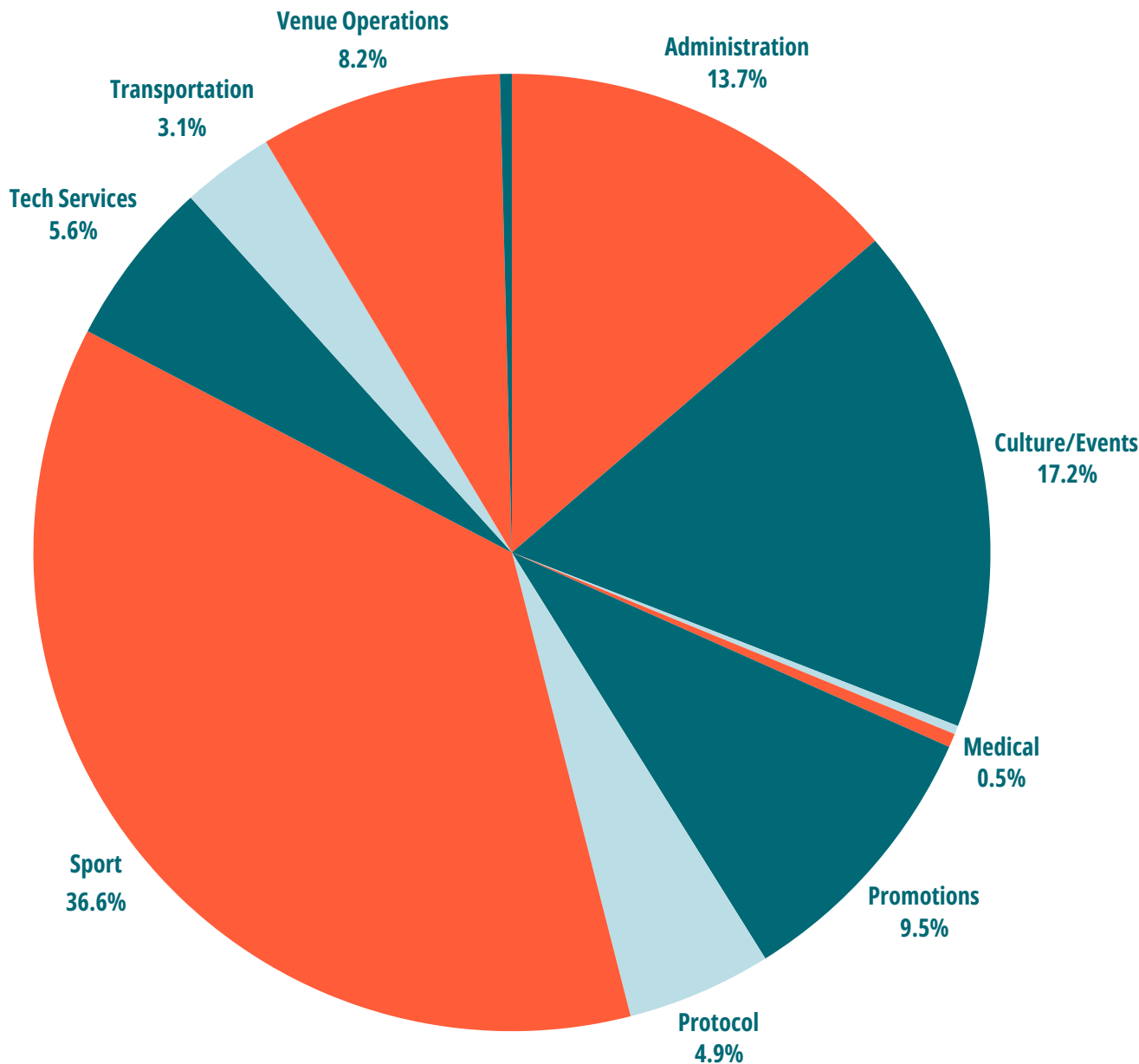
Host Committee Income by Category



\$540,598

Total Host Committee Income

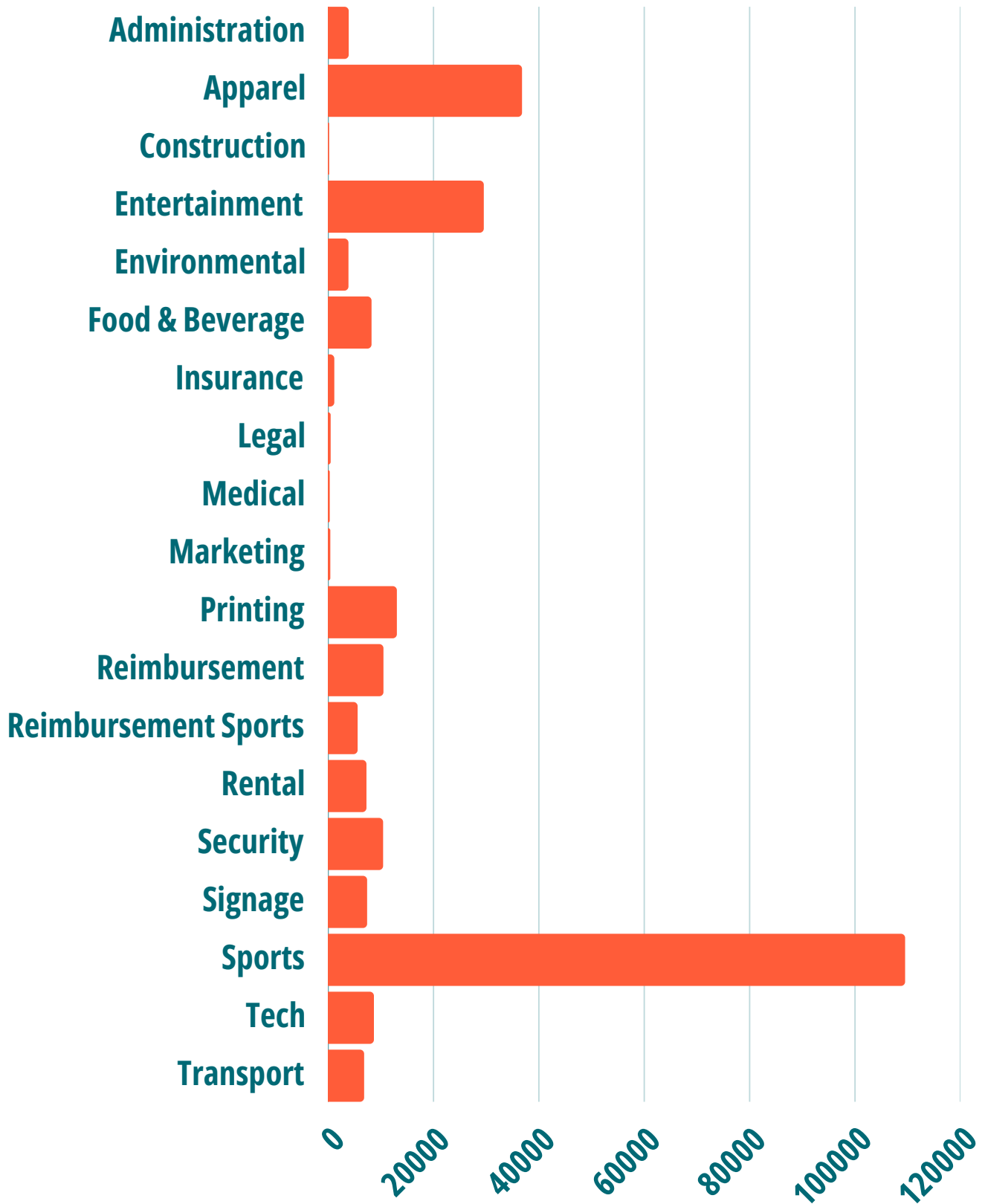
Host Committee Spending by Directorate



\$294,177

Total Host Committee Spending

Host Committee Spending by Sector



Social Capital Investment



Volunteerism

14 Board Members x 300 hrs = 4,200 hours

75 Chairs x 150 hrs = 11,250 hours

1000 General Volunteers x 10 hrs = 10,000 hours

Full time equivalency in hours = 2,087

Average Annual Salary in BC = \$53,042

25,400* Hours

12.2 FTE Years

\$636,504 Value



Capacity Improvements

Largest ever sports event held in Salmon Arm

Largest hockey tournament held in the Shuswap

New sports venues successfully tested

(Triathlon, Hill Climb, Time Trial, Table Tennis, Darts)

Public spectators for opening ceremonies and competition

School and daycare class participation and engagement

Three day downtown public concert venue successfully tested

Positive Media Impressions



Salmon Arm Observer
PHOTOS: Salmon Arm celebrates opening of 55+ BC Games
The positive vibe at Salmon Arm's Rogers Rink Wednesday evening was undeniable. Adams Lake Band Councillor Joyce Kenoras acknowledged it...
Sep 12, 2024



Global News
Salmon Arm getting ready for 55-plus B.C. Games later this summer
The Games will take place Sept. 10-14 throughout the city, and will feature 24 sports and activities.
Jun 8, 2024



Castlegar News
Salmon Arm takes gold as 55+ BC Games host
The smallest city to host the 55+ BC Games did so with flying colours. This was evident among glowing comments shared by Games participants via social media.
Sep 17, 2024



Estimated Community Legacy Fund

\$120,000

Subject to final audited financial statements and host society dissolution

SALMON ARM 55+ BC GAMES SNAPSHOT

2,499

Participants

1,200

Volunteers

20

Sports

20

Venues

\$214,146

Rental & Improvements

96

Sponsors

\$619,650

Accommodation
Spend

79%

Overnight
Guests

\$427,300

Visitor
Spending

\$294,177

Expenses

\$540,598

Budget

\$120,000

Estimated Community Legacy Fund

SALMON ARM 2024 55+ BC GAMES SOCIETY

Financial Statements

For the Year Ended October 31, 2024

(With Comparative Figures for the Period from August 29, 2023 to October 31, 2023)



Baker Tilly Victoria Ltd
Chartered Professional
Accountants
T: 250.386.0500
www.btvic.com

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3551 Uptown Blvd
Unit 219
Victoria, BC
V8Z 0B9

Westshore:
967 Langford Pkwy
Suite 218
Victoria, BC
V9B 0A5

Sidney:
9764 Fifth St
Unit 7
Sidney, BC
V8L 2X2

COMPILATION ENGAGEMENT REPORT

To the Members of Salmon Arm 2024 55+ BC Games Society

On the basis of information provided by management, we have compiled the statement of financial position of Salmon Arm 2024 55+ BC Games Society as at October 31, 2024, the statement of operations and changes in net assets for the year then ended, and Note 1, which describes the basis of accounting applied in the preparation of the compiled financial information and other explanatory information ("financial information").

Management is responsible for the accompanying financial information, including the accuracy and completeness of the underlying information used to compile it and the selection of the basis of accounting.

We performed this engagement in accordance with Canadian Standard on Related Services ("CSRS") 4200, Compilation Engagements, which requires us to comply with relevant ethical requirements. Our responsibility is to assist management in the preparation of the financial information.

We did not perform an audit engagement or a review engagement, nor were we required to perform procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an audit opinion or a review conclusion, or provide any form of assurance on the financial information.

Readers are cautioned that the statements may not be appropriate for their purposes.

BAKER TILLY VICTORIA LTD.
Chartered Professional Accountants

Victoria, B.C.
December 20, 2024

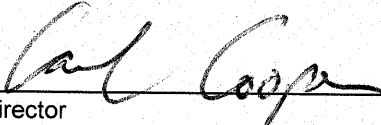
Salmon Arm 2024 55+ BC Games Society

Statement of Financial Position

As at October 31, 2024

	2024	2023
	\$	\$
Assets		
Current Assets -		
Cash and Cash Equivalent	243,457	48,843
Accounts receivable	8,382	-
GST receivable	1,187	-
	253,026	48,843
Liabilities		
Current Liabilities -		
Accounts Payable and Accruals	12,388	-
Due to Legacy Fund	240,638	-
Deferred Revenue	-	48,843
Net Assets	253,026	48,843

SIGNED ON BEHALF OF THE BOARD:


Director

Salmon Arm 2024 55+ BC Games Society

Statement of Operations and Changes in Net Assets

For the Year Ended October 31, 2024

(With Comparative Figures for the Period from August 29, 2023 to October 31, 2023)

	2024	2023
	\$	\$
Revenue		
BC Senior Games Society Grant	105,000	-
City of Salmon Arm Financial Support	48,843	11,157
Other Grants	127,900	-
Participant Registration Fees	74,320	-
Participant Sport Fees	69,245	-
Games Event Guide Ads	7,800	-
Clothing Sales (net of cost of sales)	5,856	-
Other Income	4,907	1
Sponsorships	102,500	-
Booth Space Rental	1,429	-
	547,800	11,158
Expenses		
Administration	37,644	11,158
Culture & Events	51,279	-
Friends of the Games	856	-
Medical	1,363	-
Promotions	27,624	-
Protocol	14,397	-
Sport	125,648	-
Tech Services	11,382	-
Transportation	9,384	-
Venue Operations	24,089	-
Volunteer & Participant Services	1,182	-
	304,848	11,158

Salmon Arm 2024 55+ BC Games Society

Statement of Operations and Changes in Net Assets

For the Year Ended October 31, 2024

(With Comparative Figures for the Period from August 29, 2023 to October 31, 2023)

	2024	2023
	\$	\$
Excess of Revenues Over Expense From Operations	242,952	-
Other Revenue -		
Loss on Sale of Asset Disposal	(2,314)	-
Net Excess of Revenues Over Expenses Before Other Items	240,638	-
Other Items -		
Due to BC Senior Games Society (note 3)	85,000	-
Transfer to Legacy Fund (note 3)	155,638	-
Net Assets - End of Year	240,638	-

Salmon Arm 2024 55+ BC Games Society

Notes to Financial Statements

For the Year Ended October 31, 2024

(With Comparative Figures for the Period from August 29, 2023 to October 31, 2023)

1 Basis of Accounting and Accounting Policies

The basis of accounting applied in the preparation of the statement of financial position of Salmon Arm 2024 55+ BC Games Society as at October 31, 2024 and the statement of operations for the year then ended is on the historical cost basis and reflects cash transactions with the addition of:

- accounts receivable
- GST receivable
- accounts payable and accrued liabilities
- revenue recognized on the accrual basis

2 Donations in Kind

Salmon Arm 55+ Games received donated goods and services for the games held in September 2024. It is the Society's accounting policy to not record these donations in kind. The donations in kind received are as follows:

Expense Category	Estimated Value \$
Administration	5,400
Culture & Events	5,850
Medical	4,150
Promotions	110,000
Protocol	6,504
Sport	28,412
Tech Services	3,000
Transportation	13,128
Venue Operations	16,704
Volunteer & Participant Services	51,069
	244,217

Salmon Arm 2024 55+ BC Games Society

Notes to Financial Statements

For the Year Ended October 31, 2024

(With Comparative Figures for the Period from August 29, 2023 to October 31, 2023)

3 Legacy Fund

Salmon Arm 2024 55+ Games Society has an arrangement with BC Senior Games Society that 100% excess of revenues over expenses shall become the "Legacy Funds" to be divided between the Society and BC Senior Games Society as follows:

- A maximum of \$85,000 to be distributed to BC Senior Games Society
- The remaining balance to remain with the Host Society for the Senior Games in Salmon Arm.

The Society will be dissolved after the October 31, 2024 year-end, at which time, the excess of revenues over expenses will be distributed as outlined above. The excess of revenues over expenses at the date of dissolution is estimated as follows:

Excess of revenues over expenses at October 31, 2024	240,638
Add:	
Final payment of financial assistance from BC Senior Games Society	10,000
Less: estimated expenses related to the dissolution of the Society	
Legal expense	400
Software expense	240
Bank fee	250
Supplies and travel expenses	500
Accounting expense	300
Board expenses	150
Excess of revenues over expenses at the date of dissolution	248,798
Due to BC Senior Games Society	85,000
Transfer to Legacy Fund	163,798
Total Legacy Funds	248,798



REQUEST FOR DECISION

To: Development & Planning Services Committee

Title: Development Variance Permit Application No. VP-610

Legal: Lot 9, Section 12, Township 20, Range 10, W6M, KDYD, Plan 9687
Civic: 1281 15 Street SE
Owner: L. & C. Fitt
Agent: L. & C. Fitt

Date: April 7, 2025

Executive Summary/Purpose:

The applicant is requesting to waive servicing upgrades that would be triggered by the proposal for a two (2) lot subdivision.

Motion for Consideration:

THAT: the Committee recommends to Council that Development Variance Permit No. VP-610 be authorized for issuance to vary the Subdivision and Development Servicing Bylaw No. 4293, for the frontages of Lot 9, Section 12, Township 20, Range 10, W6M, KDYD, Plan 9687, as follows:

1. waive the requirement to upgrade 13 Avenue SE to the Urban Local Road (RD-2) standard; and
2. waive the requirement to install three (3) street lights along 13 Avenue SE and 15 Street SE.

Staff Recommendation:

THAT: The motion for consideration be defeated.

An alternative motion has been provided in this report.

Proposal:

The applicant is requesting to waive servicing upgrades that would be triggered by the proposal for a two (2) lot subdivision. A letter submitted by the applicant in support of their application is attached as Appendix 9.

Background:

The subject property is located at 1281 15 Street SE (Appendices 1, 2 & 3). The subject property is designated Low Density Residential (LR) in the City's Official Community Plan (OCP) and zoned R-10 (Residential) in the Zoning Bylaw (Appendices 4 & 5). The subject property is 0.2 ha

(0.5 ac) in area and contains a single-family dwelling. A sketch plan is attached as Appendix 6. Site photos are attached as Appendix 7.

Adjacent land uses include the following:

North:	Single-Family Dwelling	R-17 (Large Parcel Residential)
South:	Vacant	R-10 (Residential)
East:	Single-Family Dwelling	R-17 (Large Parcel Residential)
West:	Single-Family Dwelling	R-17 (Large Parcel Residential)

The applicant has submitted a Subdivision Application for a two (2) lot subdivision. This triggers the provisions of the Subdivision and Development Servicing (SDS) Bylaw No. 4293 for frontage and service works.

Through this proposed development, the applicant is required under the SDS Bylaw to upgrade the frontage along 13 Avenue SE to the current Urban Local Road standard in accordance with Specification Drawing No. RD-2 (Appendix 8). This may include, but is not limited to, road widening and construction, curb and gutter, boulevard construction, street lighting, and street drainage.

To meet the lighting standards of the SDS Bylaw, three (3) additional street lights would be required, assuming that the existing pole mounted lease lights are removed, as per City policy. One (1) light would be required at the intersection of 15 Street SE and 13 Avenue SE and one (1) light on each road approximately 40m from the first light.

The Opinion of Probable Costs (OPC) provided by the applicant's consulting Engineer total \$71,020.00 for these works. The Engineer's estimates are dated February 2025 and are included as a part of Appendix 9.

Table 1 (later in this report) provides a summary of the requirements of the SDS Bylaw and the applicant's requests.

Relevant Policy(ies):

The SDS Bylaw identifies the requisite service levels.

Referral Comments:

Fire Department

No concerns.

Building Department

N/A

Engineering Department

The Engineering Department has provided comments and alternatives which form the basis for the staff recommendation to deny the requested variances. The Engineering Department comments are attached as Appendix 10.

As stated in these comments, the subject property is within the Urban Development Area of the SDS Bylaw, which requires full upgrades of the roads, works, and services along the subject

parcel's frontages. The City's servicing report in response to the Subdivision application noted these requisite upgrades.

The SDS Bylaw exempts the provision of underground distribution wiring, ornamental street lighting, constructed highways including curb and gutter, sidewalks, trails, roadside corridors, boulevards and signage at the time of subdivision if all of the following apply:

- a. the subdivision is located in an Urban Development Area;
- b. the parcel being subdivided is zoned and intended for a low density residential development;
- c. the total parcel area is less than 1,800m²;
- d. new street or street extensions are not required to service the subdivision; and
- e. existing works and services have sufficient capacity for any demands directly attributable to the proposed development.

Since the total parcel area is 2,000m² it does not meet this exemption.

Other
N/A

Planning Department

When considering servicing variances a number of factors are taken into consideration, including physical or legal constraints, scale of proposed development, and growth potential in the area. The subject property is within the Urban Containment Boundary and zoned R-10 (Residential). Given the OCP designation of Low Density Residential (LDR), the land is intended for development as proposed. Staff note that under the zoning regulations for the R-10 zone, up to four Accessory Dwelling units could be developed on each proposed lot.

Waiving the requirements entirely would place additional financial burden on the City for the improvements in the future or increase costs onto future developers of adjacent properties. Servicing requirements are in place to support the parcels being developed and the population growth in an area, which increases the need for safety improvements. Staff do not recommend the variances as requested by the applicant be granted and have provided an alternative to providing the full scope of servicing requirements if Council chooses to waive part of the requirements.

Generally, road improvements, such as road widening and construction, occur at the time of development or as capital projects. The SDS Bylaw is structured so that should a Subdivision or Building Permit be applied for there is an opportunity for the City to evaluate existing infrastructure and require service levels be brought to current standards. In the staff analysis of a servicing variance, the timing and location of capital projects and the development potential of adjacent lands are considered.

Should Council wish to move forward in alignment with these suggestions in whole or in part, staff recommend the following conditions be applied:

1. require upgrades to 13 Avenue SE to the Urban Local Road (RD-2) standard; and
2. require the installation of one (1) street light along 15 Street SE.

Staff have attempted to summarize these options in Table 1 below.

Table 1: VP-610 – Applicant's Proposal, Alternate, and Staff Recommendations

SDS Bylaw Requirements	Applicant's Proposal	Staff Alternate Recommendation	Minimum Suggested Requirements
Upgrade 13 Avenue SE to the Urban Local Road (RD-2) standard. • General Requirements (\$15,000.00) • Concrete Works (\$11,660.00) • Earthworks (\$1,380.00) • Road and Site Improvements (\$17,480.00) \$45,520.00	Waive the requirement to upgrade 13 Avenue SE to the Urban Local Road (RD-2) standard. \$0.00	Deny request to waive requirements. \$45,520.00	Require upgrades to 13 Avenue SE to the Urban Local Road (RD-2) standard. \$45,520.00
Install three (3) street lights along 13 Avenue SE and 15 Street SE. \$25,500.00 (3 x 8,500.00)	Waive the requirement to install three (3) street lights along 13 Avenue SE and 15 Street SE. \$0.00 (0 x 8,500.00)	Deny request to waive requirements. \$25,500.00 (3 x 8,500.00)	Require the installation of one (1) street light along 15 Street SE (waive the requirement for two (2) streetlights along 13 Avenue SE) \$8,500.00 (1 x 8,500.00)

Financial Considerations:

Waiving servicing requirements will place additional financial burden on the City for the improvements in the future.

Committee Recommendations:

N/A

Public Consultation:

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 Hearing and information regarding attending the Hearing. It is expected that the Hearing for this application will be held on April 14, 2025 at 7:00pm.

Alternatives & Implications:

Should Council wish to waive part of the requirements, staff propose the following motion for consideration:

THAT: Development Variance Permit No. VP-610 be authorized for issuance to vary the Subdivision and Development Servicing Bylaw No. 4293, for the frontages of Lot 9, Section 12, Township 20, Range 10, W6M, KDYD, Plan 9687, waiving the requirement to install two (2) street lights along 13 Avenue SE.

The alternative motion above assumes all other upgrades to the applicable standards are completed.

Prepared by: Planner II

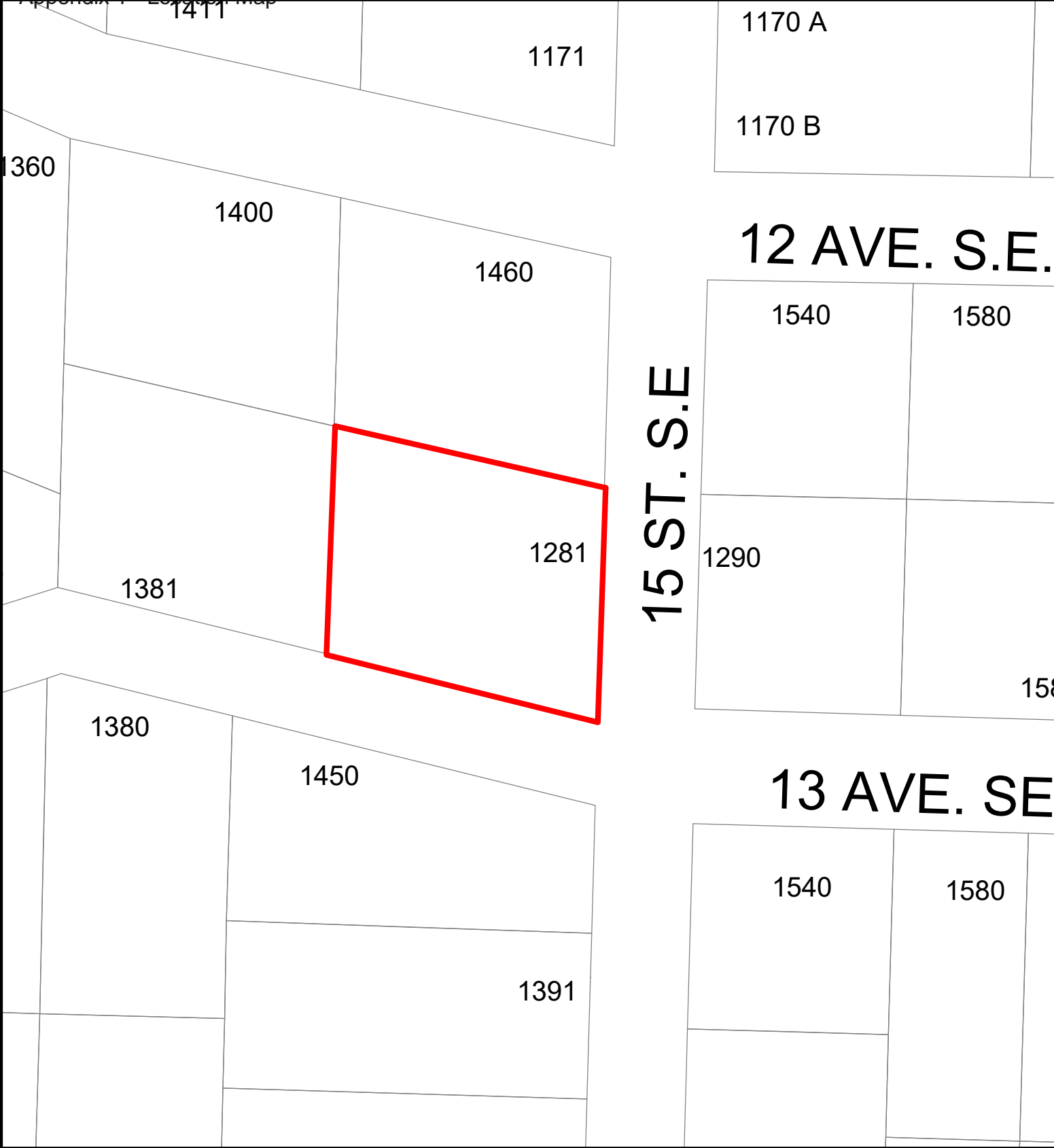
Reviewed by: Manager of Planning & Building

Reviewed by: Director of Planning & Community Services

Approved by: Chief Administrative Officer

Attachments:

- Appendix 1 – Location Map
- Appendix 2 – Ortho Map
- Appendix 3 – Subject Property
- Appendix 4 – OCP Map
- Appendix 5 – Zoning Map
- Appendix 6 – Sketch Plan
- Appendix 7 – Site Photos
- Appendix 8 – RD-2 Road Cross Section
- Appendix 9 – Letter of Purpose and Cost Estimate
- Appendix 10 – Engineering Comments



-  Parcels
-  Subject Parcel



0 12.5 25 50 Meters

- Parcels
- Subject Parcel



15 ST. S.E

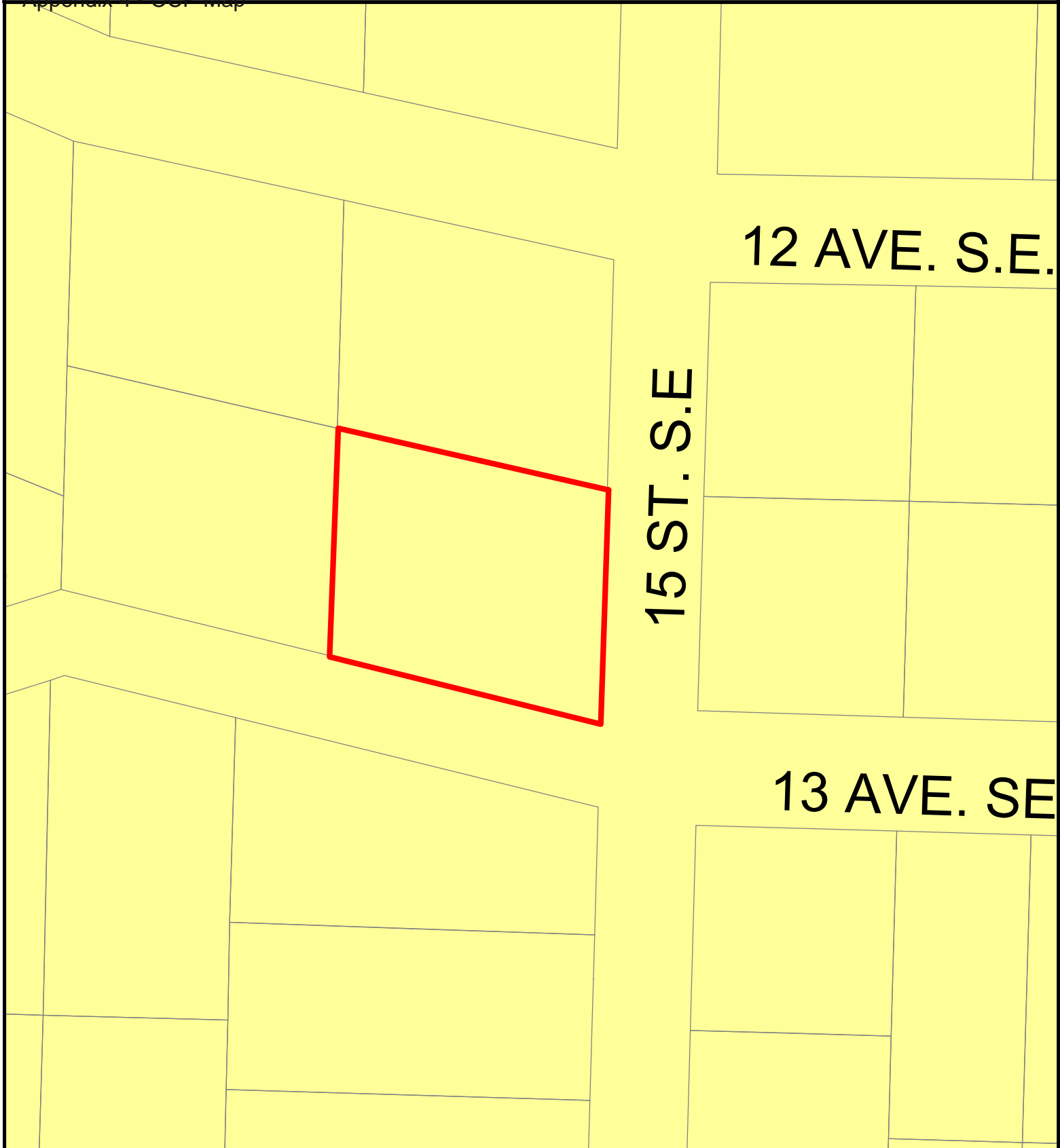
15






N

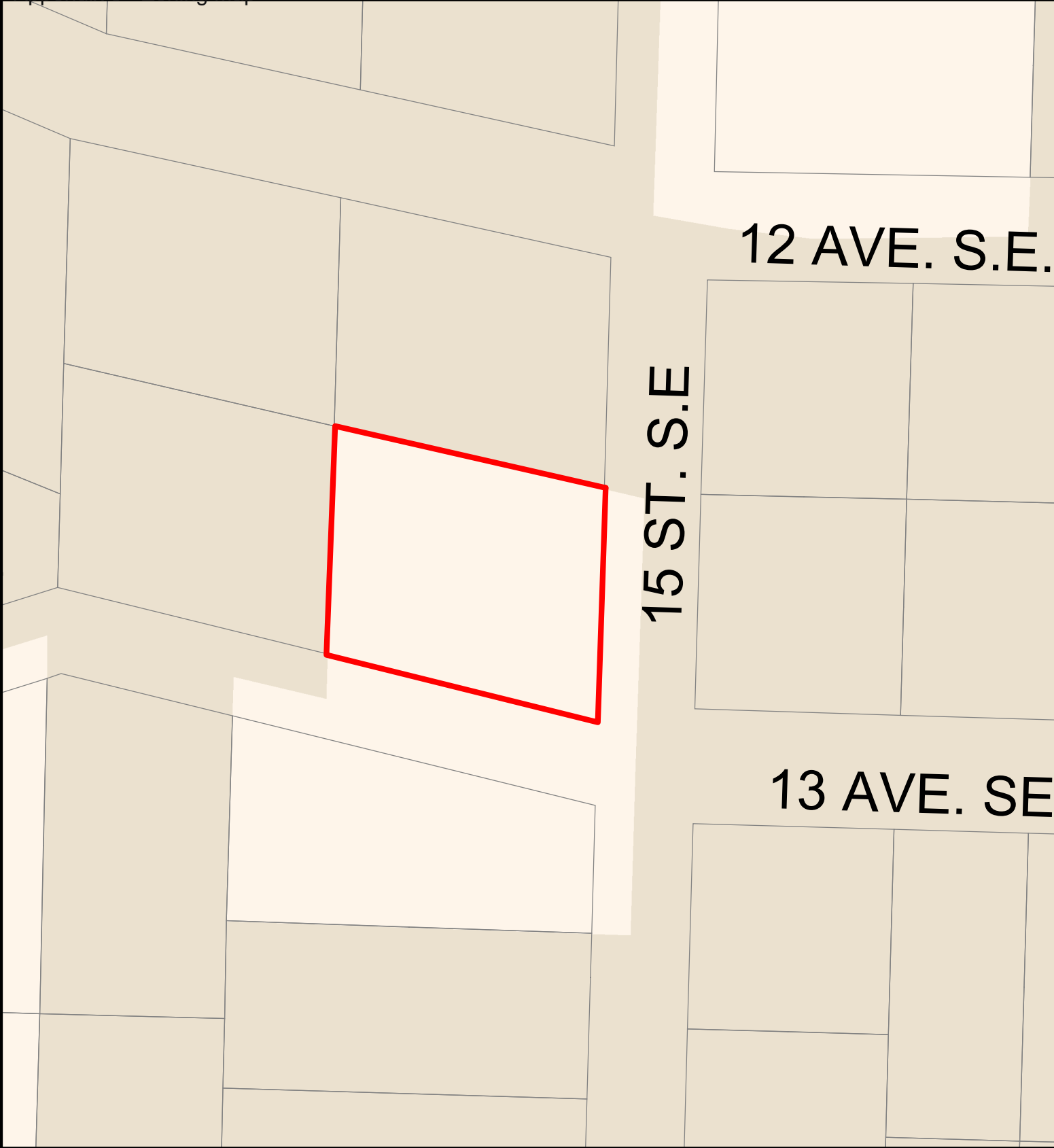
0 5 10 20
Meters

□ Parcels
□ Subject Parcel

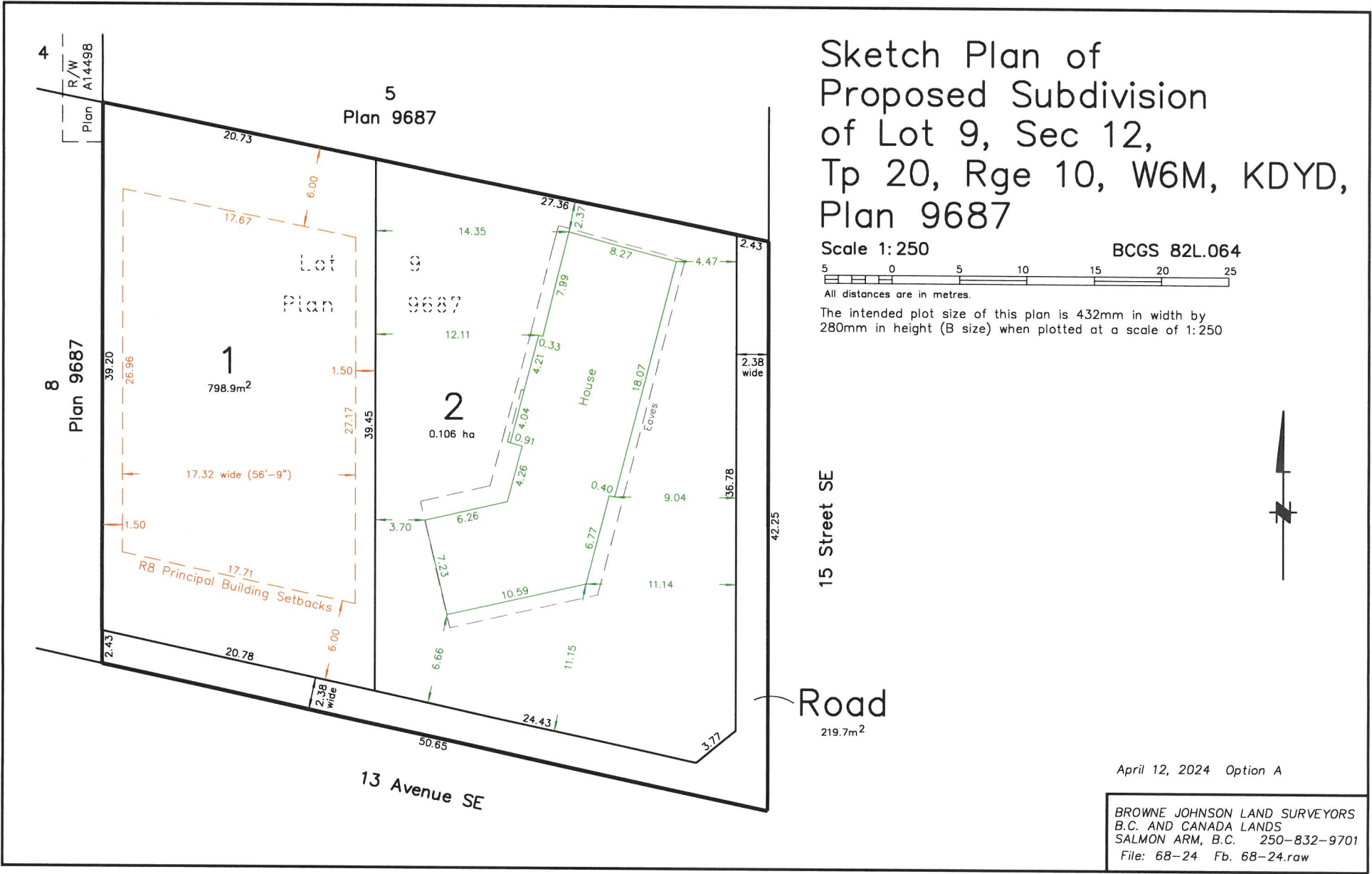


0 12.5 25 50 Meters

-  Residential - Low Density
-  Parcels
-  Subject Parcel



- R-10
- R-17
- Parcels
- Subject Parcel



Photos Taken: January 28, 2025



View of 13 Avenue SE from the intersection of 13 Avenue SE and 15 Street SE facing west.



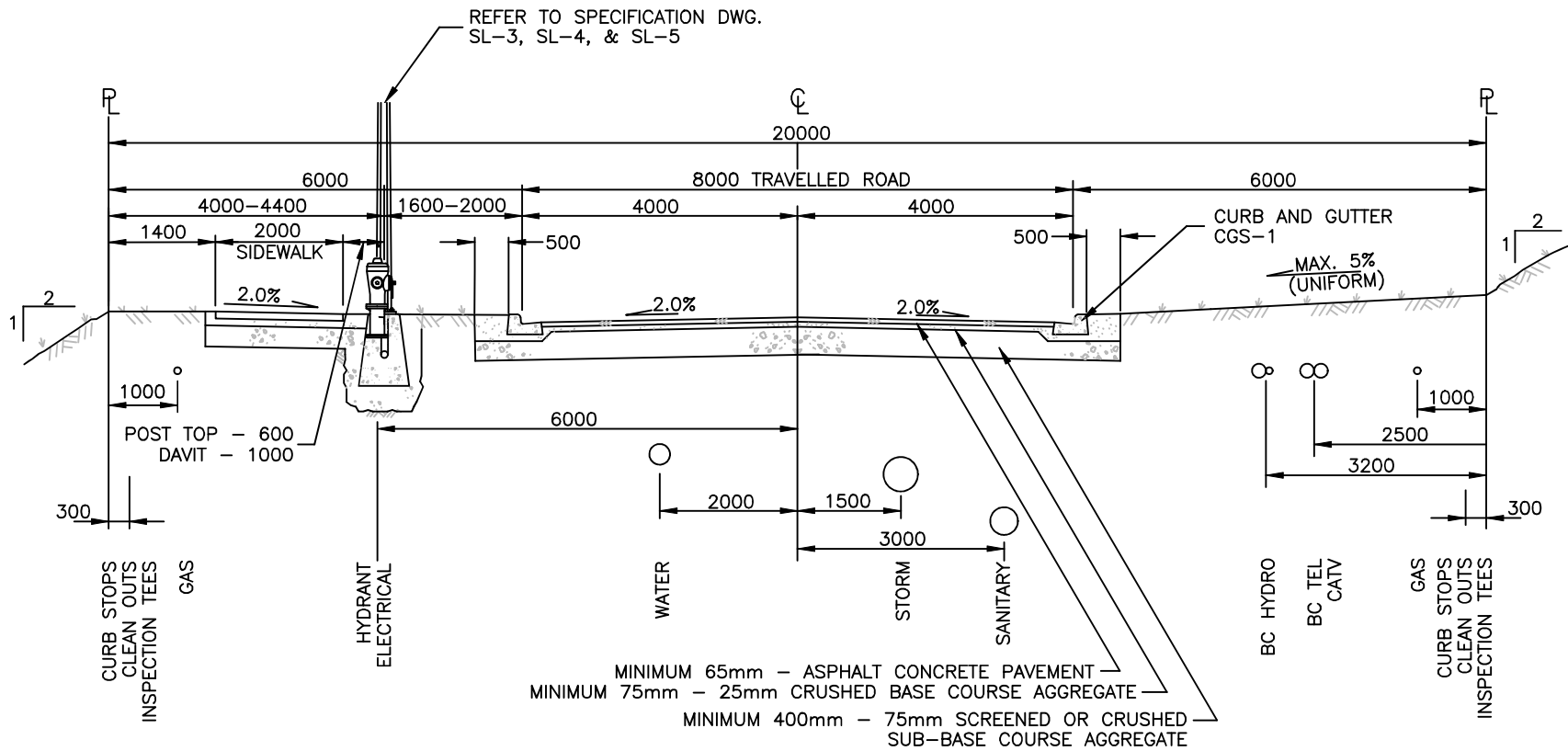
View of 13 Avenue SE from the SW corner of the subject parcel facing east.



View of subject parcel and 15 Street SE from the intersection of 15 Street SE and 13 Avenue SE facing north.



View of 15 Street SE from the SE corner of the subject parcel facing north.



NOTES:

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

No.	REVISION	Date
A	SDSB 4293 – ISSUED FOR APPROVAL	06/12/23

APPROVED

PROFESSIONAL
ENGINEER
G. BAU BAIGES
#43133
BRITISH COLUMBIA
CANADA

20m R/W Urban Local Road
Cross-Section

SPECIFICATION
DRAWING No.: RD-02



Wednesday, February 26, 2025

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

RE: 1281 15 Street SE Subdivision – Variance Permit Application

Dear Mr. Chris Larson:

Further to the Preliminary Layout Review #24.03 for 1281 15 Street SE this letter is intended to provide insight into the variance the property owners (Charles & Lana Fitt) and their consultant (Lawson Engineering Ltd.) have proposed regarding this application.

The proposed single family residential subdivision is located at 1281 15 Street SE, North of the intersection of 13 Ave SE and 15 Street SE in Salmon Arm, BC. The subject parcel is a 0.5-acre parcel that currently consists of a singular family dwelling, having the majority of it being cleared with some remaining vegetation along the Eastern and Southern property-line. The intention of this subdivision is to establish a new single-family dwelling on the vacant parcel of land. The City of Salmon Arm has requested that the *owner* complete the following as conditions to subdivision approval:

- 1) 13 Avenue SE 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, boulevard construction, street lighting, and street drainage. The owner/developer is responsible for all associated costs.
- 2) 15 Street SE 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 street lighting. The owner/developer is responsible for all associated costs.

The *owner* is requesting the following variances in accordance with the *Subdivision & Development Servicing Bylaw No. 4293 (Schedule B, Part 2)*:

- 1) Waive the requirement to upgrade 44.0m to meet the Urban Local Road (RD-2) standard along 13 Ave SE:
 - a) *Following visual review of the existing road, it has a crossfall to the South. It appears overland flows will be conveyed to the existing drainage ditch fronting 1450 13 Ave SE. Implementing the City proposed upgrades will burden the owner with significant financial costs and limited opportunity to add valuable infill to the City.*
 - i) As per the attached Class D *Opinion of Probable Costs* the *owners* would be required to pay an estimated **\$46,820.00** to upgrade the road widening, curb and gutter boulevard construction and required drainage.
- 2) Waive the requirements to install one new streetlights along 13 Ave SE.
 - a) *LEL notes that there are currently two existing streetlights along 13 Ave SE (Davits on BC Hydro poles). One at the intersection of 13 Ave SE and 15 Street SE, as well as one adjacent to the Western property line of the subject parcel. It is in LEL's opinion that the addition of a single residence on a previously vacant parcel of property will not significantly increase traffic, vehicular or bicycle, along 13 Ave SE, however it would impose significant financial burdens on the owner offering limited opportunities to recover losses.*

- i) As per the attached Class D *Opinion of Probable Costs* the owners would be required to pay an estimated **\$8,500.00** to add one additional streetlights at this location, as well as any associated BC Hydro costs.
- 3) Waive the requirements to install two new streetlights along 15 Street SE.
- a) *LEL notes that there is currently one existing streetlight at the intersection of 15 Street SE and 12 Ave SE which is less than 50m from the Northern property line of the subject parcel. It is in LEL's opinion that the addition of a single residence on a previously vacant parcel of property will not significantly increase traffic, vehicular or bicycle, along 15 Ave SE, however it would impose significant financial burdens on the owner offering limited opportunities to recover losses.*
 - i) As per the attached Class D *Opinion of Probable Costs* the owners would be required to pay an estimated **\$17,000.00** to add two additional streetlights at this location, as well as any associated BC Hydro costs.

Based on the information provided above, we request that the City provide these variances to waive the *owners'* responsibility of paying for the road widening, upgrading curb and gutter boulevard construction and required drainage along 13 Ave SE, and the installation of 4 additional street lights along 15 Street SE and 13 Ave SE. We feel that the City proposed upgrades provide minimal public value while coming at a significant expense to the *owner*.

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

Best Regards,

Lawson Engineering Ltd.

Prepared by:



Josh Niewenhuizen
Junior Engineer, EIT.
jniewenhuizen@lawsonengineering.ca

Reviewed by:



Blake Lawson
Project Engineer, P.Eng
blawson@lawsonengineering.ca

Attachments:

- Class D Opinion of Probable Cost – 1281 15th Street SE - Lawson Engineering LTD. – February 26, 2025

CHARLES AND LANA FITT
1281 15 STREET SE SUBDIVISION
CLASS 'D' OPINION OF PROBABLE COSTS

2025-02-26

Item No.	MMCD REF.	DESCRIPTION OF WORK	UNIT	EST. QUANTITY	UNIT PRICE	AMOUNT \$
1.0 DIVISION 01 - GENERAL REQUIREMENTS						
1.1	01 53 01	Mobilization / De-mobilization	LS	1	5,000.00	5,000.00
1.1	01 55 01	Traffic Control & Traffic Management	LS	1	10,000.00	10,000.00
SUB-TOTAL DIVISION 03						\$ 15,000.00
2.0 DIVISION 03 - CONCRETE WORKS						
2.1	03 30 20	Supply & Install Curb & Gutter	m	44	\$ 265.00	\$ 11,660.00
SUB-TOTAL DIVISION 03						\$ 11,660.00
3.0 DIVISION 31 - EARTHWORKS						
3.1	31 24 13	Common Excavation & Re-use in Boulevard (Curbing & Roads)	m³	46	\$ 30.00	\$ 1,380.00
SUB-TOTAL DIVISION 31						\$ 1,380.00
4.0 DIVISION 26 - ELECTRICAL						
4.1	31 24 13	Supply and Install Post Top Street Light, Base, Conduit & Conductor	ea	3	\$ 8,500.00	\$ 25,500.00
SUB-TOTAL DIVISION 32						\$ 25,500.00
5.0 DIVISION 32 - ROADS AND SITE IMPROVEMENTS						
5.1	31 11 16.1	Supply & Place 25mm Crushed Granular Base Aggregate (75mm)	m³	12	\$ 105.00	\$ 1,260.00
5.2	32 11 16.1	Supply & Place 75mm Select Granular Subbase Aggregate (400mm)	m³	34	\$ 70.00	\$ 2,380.00
5.3	32 11 23	Remove Existing Asphalt	m²	74	\$ 20.00	\$ 1,480.00
5.4	32 11 23	Supply & Install Asphalt (65mm Thick)	m²	74	\$ 140.00	\$ 10,360.00
5.5	32 11 16.1	Boulevard grading and Restoration - Including Top Soil, Hydroseed, Mulch (As Required)	LS	1	\$ 2,000.00	\$ 2,000.00
SUB-TOTAL DIVISION 32						\$ 17,480.00
6.0 DIVISION 33 - UTILITIES (WATER)						
6.1	33 11 01	Supply & Install 25mm Water Service to Tie-in to Existing at PL c/w Corp. Stop, Curb Stop & Pit Setter	ea.	2	\$ 3,500.00	\$ 7,000.00
SUB-TOTAL DIVISION 33 (WATER WORKS)						\$ 7,000.00
7.0 DIVISION 33 - UTILITIES (STORM)						
7.1	33 44 01	Supply & Install Catchbasin c/w 200ø SDR35 PVC Connection to Proposed Drywell	ea.	1	\$ 3,800.00	\$ 3,800.00
7.2	34 44 01	Supply & Install 1200ø SDR35 PVC Connection to Drywell	ea.	1	\$ 12,500.00	\$ 12,500.00
SUB-TOTAL DIVISION 33 (STORM WORKS)						\$ 16,300.00
8.0 DIVISION 33 - UTILITIES (SANITARY)						
8.1	33 30 01	Supply & Install 100mm Sanitary Service and Tie-in to Existing Manhole in Right of Way	ea.	1	\$ 1,800.00	\$ 1,800.00
SUB-TOTAL DIVISION 33 (SANITARY WORKS)						\$ 1,800.00

SUMMARY

DIVISION 01 - GENERAL REQUIREMENTS	<u>\$ 15,000.00</u>
DIVISION 03 - CONCRETE WORKS	<u>\$ 11,660.00</u>
DIVISION 31 - EARTHWORKS	<u>\$ 1,380.00</u>
DIVISION 26 - ELECTRICAL	<u>\$ 25,500.00</u>
DIVISION 32 - ROADS AND SITE IMPROVEMENTS	<u>\$ 17,480.00</u>
DIVISION 33 - UTILITIES (WATER)	<u>\$ 7,000.00</u>
DIVISION 33 - UTILITIES (STORM)	<u>\$ 16,300.00</u>
DIVISION 33 - UTILITIES (SANITARY)	<u>\$ 1,800.00</u>
SUB TOTAL	<u>\$ 96,120.00</u>
A. ENGINEERING & CONTINGENCY (20%)	<u>\$ 19,224.00</u>
B. MATERIAL TESTING & GEOTECHNICAL (1%)	<u>\$ 961.20</u>
SUB TOTAL	<u>\$ 116,305.20</u>
GST (5%)	<u>\$ 5,815.26</u>
TOTAL	<u>\$ 122,120.46</u>

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

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



Prepared by: Josh Niewnhuizen, EIT.

Reviewed by: Blake Lawson, P.Eng
 Permit Number: 1001279



**Memorandum from the
Engineering and Public
Works Department**

TO:	Director of Development Services
DATE:	22 January 2025
PREPARED BY:	Chris Moore, Engineering Assistant
SUBJECT:	VARIANCE PERMIT APPLICATION FILE NO. VP- 610
OWNER:	Lana and Charles Fitt
APPLICANT:	Lana and Charles Fitt
LEGAL:	Lot 9, Section 12, Township 20, Range 10, W6M, KDYD, Plan 9687
CIVIC:	1281– 15 Street SE

Further to the request for variance dated November 19, 2024 the Engineering Department has reviewed the site and offers the following comments and recommendations relative to the requested variance:

The applicant is requesting that Council waive the following requirements of the Subdivision and Development Servicing Bylaw No. 4293 (SDSB).

1. Waive the requirement to upgrade 13 Avenue SE to the Urban Local Road (RD-2) standard

Background:

13 Avenue SE 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, boulevard construction, street lighting, and street drainage. Owner / Developer is responsible for all associated costs.

The Owner's Engineer, Lawson Engineering Ltd (LEL) have stated that *"Following visual review of the existing road, it has a crossfall to the South. It appears overland flows will be conveyed to the existing drainage ditch fronting 1450 13 Avenue SE."*

The existing road may have a slight super-elevation to the south, but this does not meet the City's standards. The RD-2 standard is for a fully crowned road, this being the most effective method of dealing with surface water and snow melt and safest cross section for vehicular traffic. In the future when this road is repaved the crown would be reinstated and when the property on the south side of the road is developed, the ditch will be removed.

Boulevard and driveway grading at 2% towards the road, along with Curb and gutter are required to control the surface water runoff from the road and to prevent storm water from running onto private property. As the area re-develops, impermeable areas will increase which increases stormwater runoff volumes and concentrations. The proposed lot is significantly lower than 13 Avenue SE and as such without curb and gutter there is a risk that during a heavy storm, surface water from the road will flow into the new lot, putting the City in a position of potential liability.

Curb and gutter also creates a barrier to protect the boulevard area from vehicular traffic, allowing safer pedestrian movements and protects landscaped areas from plows.

Recommendation:

The Engineering Department recommends that request to waive the requirement to upgrade 13 Avenue SE to the Urban Local Road (RD-2) standard be denied.

The City is consistently seeking to upgrade its infrastructure to the standards as established in the SDSB. Waiving the requirement to upgrade 13 Avenue SE to the RD-2 standard would leave this section of road in a sub-standard condition without appropriate stormwater controls. This increases both liability and operational concerns.

2. Waive the requirements to install streetlights.

Background:

To meet the lighting standards of the SDSB, three additional street lights would be required. This assumes that the existing pole mounted lease lights are removed, as per City policy. One light would be required at the intersection of 15 Street SE and 13 Avenue SE and one light on each road approximately 40m from the first light.

The replacement of BC Hydro lease lights with City owned lights significantly reduces the annual Operations and Maintenance costs. Furthermore, upgrading the lighting to meet current standards provides increased safety for road users and home owners.

Recommendation:

The Engineering Department recommends that request to waive the requirement to install streetlights be denied.

In the interests of annual costs and safety, street lighting should be provided. Should Council decide to waive this requirement, the Engineering department would recommend at a minimum one new City light should be installed at the north end of the frontage on 15 Street SE as there are currently no lights between 12 Avenue SE and 13 Avenue SE. Refer to attached plan for Street light locations.







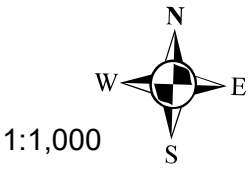
Chris Moore
Engineering Assistant



Jenn Wilson P.Eng.,
City Engineer



-  Existing Pole Mounted Lease Light to be retained
-  Existing Pole Mounted Lease Light to be removed
-  Existing LED City Street Light
-  Proposed LED City Street Light



1:1,000

Barb Puddifant

From: Ray Koenig [REDACTED]
Sent: Wednesday, April 9, 2025 12:33 PM
To: Barb Puddifant
Subject: [External] Proposed Development Variance Permit No. VP-610

Please find below our opinion for Council to consider on the Proposed Development Variance Permit No. VP-610

Ray and Rebecca Koenig

[REDACTED]
Salmon Arm, BC

April 9, 2025

City of Salmon Arm
Planning and Development Services
500 2 Avenue NE
Box 40
Salmon Arm, BC V1E 4N2

RE: Support for Denial of Proposed Variance Permit No. VP-610 – Subdivision Application

Dear Mayor and Council,

We are the owners of the vacant property which is located directly south, across the street from the proposed subdivision referenced in the current variance application. Our property sits several meters in elevation above the proposed subdivision site and is slated for residential development (new home construction) in the near future.

We wish to express our full support for the Planning and Engineering Department's recommendation to **deny the variance request** to waive the requirements for street curb and gutter installation, road upgrades, and street lighting.

The concerns outlined by City staff are valid and significant. Without the installation of curbs and proper drainage infrastructure, the newly created lot would be exposed to potential flooding during storm events, posing a risk to property and public safety. Furthermore, inadequate storm water management could result in runoff from the proposed driveways of our property flowing directly onto the subject property north of us, potentially causing erosion, water damage, or additional drainage issues.

Moreover, the lack of street lighting in the area already presents safety concerns for future residents. Allowing a variance in this case would further compound this issue, reducing visibility and increasing the risk of accidents.

In addition to the technical and safety concerns, the construction of residences on the newly subdivided property will obstruct the lake view from our lot and reduce its aesthetic appeal and potential property value. While this may not be grounds for variance denial on its own, it underscores the importance of ensuring that all other municipal development requirements are upheld.

Finally, approving the variance would offload infrastructure costs onto the City in the future, which is neither fair nor financially sustainable. Developers must be held to the same standards to ensure equitable development and long-term fiscal responsibility.

For these reasons, we respectfully urge the City to **deny the request for a variance** and require full compliance with the subdivision bylaw requirements.

Thank you for your attention to this matter.

Sincerely,

Ray and Rebecca Koenig

Owners of [REDACTED]

CITY OF SALMON ARM
NOTICE OF PUBLIC HEARING

Notice is hereby given that the Council of the City of Salmon Arm will hold a Public Hearing virtually and in the **Council Chambers at City Hall**, 500 – 2 Avenue NE, Salmon Arm, British Columbia, on **Monday, April 14, 2025 at 7:00 p.m.**

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

Proposed Amendment to Zoning Bylaw No. 2303 to add Section 62 – CD-24 (Comprehensive Development Zone-24); and

Proposed Rezoning of Lot 2, Section 19, Township 20, Range 9, W6M, KDYD, Plan EPP95531 from A-2 (Rural Holding Zone) to CD-24 (Comprehensive Development Zone)

Civic Address: 3181 11 Avenue NE

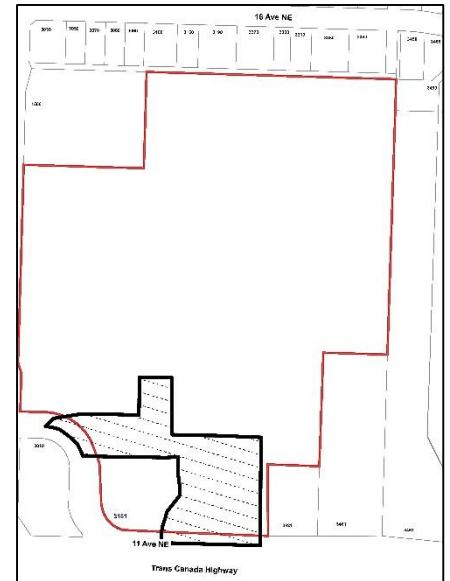
Location: Northeast of the Trans Canada Highway and 30 Street NE on the North side of 11 Ave NE

Present Use: Agricultural use

Proposed Use: to split zone parcel to permit relocation of a Commercial Farm Market (DeMille's)

Owner / Agent: 1424762 BC Ltd./B. DeMille and H. Sidhu

Reference: ZON-1301/ Bylaw No. 4696 & Bylaw No. 4697



The staff report for the proposal is available for viewing on the City of Salmon Arm website at <https://www.salmonarm.ca/431/Public-Hearing-Notices>, from April 3 to April 14, 2025 inclusive. If you are interested or affected by the proposed bylaw and wish to review the additional information, contact the Planning Department at 250.803.4010 or planning@salmonarm.ca prior to the hearing.

Meetings are being held in person and virtually. If you wish to attend virtually, a link to the virtual meeting is available in the Agenda section on our website at www.salmonarm.ca.

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

Rhonda West, Corporate Officer



REQUEST FOR DECISION

To: Development & Planning Services Committee

Title: Subject Zoning Bylaw Amendment Application No. 1301

Legal: Lot 2, Section 19, Township 20, Range 9, W6M, KDYD, Plan EPP95531

Civic: 3181 11 Avenue NE

Owner: 1424762 BC Ltd./Brad DeMille and Harpal Sidhu

Agent: Brad DeMille

Date: March 3, 2025

Executive Summary/Purpose:

This proposal is to rezone the south 1.2 ha (3 ac) portion of the subject parcel from A-2 (Rural Holding Zone) to CD-24 (Comprehensive Development Zone) to allow for the relocation of the DeMilles Farm Market to the subject parcel.

Motion for Consideration:

THAT: a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 to add Section 62 – CD-24 – Comprehensive Development Zone 24 as presented in Appendix 13 in the staff report dated March 3, 2025;

AND THAT: a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning the south portion (3 ac) of Lot 2, Section 19, Township 20, Range 9, W6M, KDYD, Plan EPP95531 (3181 11 Avenue NE), from A-2 (Rural Holding Zone) to CD-24 (Comprehensive Development Zone) as shown in Appendix 7 in the staff report dated March 3, 2025, subject to:

- i. Approval of the Agricultural Land Commission Non-Farm Use application No.427/ID: 101858;
- ii. Ministry of Transportation and Transit approval.

Staff Recommendation:

THAT: the motion for consideration be adopted.

Proposal:

This proposal is to rezone the south 1.2 ha (3 ac) portion of the subject parcel from A-2 (Rural Holding Zone) to CD-24 (Comprehensive Development Zone) to permit relocating the DeMille's Farm Market to the subject parcel. The proposal letter submitted by the applicant is attached as Appendix 1.

Background:

The subject property is located at 3181 11 Avenue NE. The property is designated in the Official Community Plan (OCP) as Acreage Reserve and is entirely in the Agricultural Land Reserve (ALR). The subject property is currently zoned A-2 and adoption of the rezoning would result in the split zoning of the subject property (see Appendices 2 to 5). The applicant is proposing to rezone a portion of the subject property from A-2 to CD-24 in order to move an existing commercial farm market to the subject property as shown in the site plan attached as Appendices 6 and 7. The subject property is approximately 11.6 ha (28.6 ac), the area of the proposed rezoning is 1.2 ha (3 ac). A map indicating the area proposed for rezoning is attached as Appendix 7.

Currently, the property is used as an orchard and cidery. Buildings on the subject property include:

- storage building;
- buildings used for the operation of the cidery;
- farm shed; and
- single family dwelling and a detached dwelling.

The 10.4 ha (25.6 ac) portion of the parcel is proposed to remain A-2 and is intended to be used for agriculture. Site photos are attached as Appendix 8.

It should be noted that the house and eastern most 4 ha of the subject property is identified in the City of Salmon Arm Heritage Register as Site #47: Dodd/Hanna House. This area of the orchard was established in 1907. A map showing the extent of the heritage significance is attached as Appendix 9 and the Statement of Significance is attached as Appendix 10. Staff have reviewed the Statement of Significance and are of the opinion that the proposed rezoning and intended uses do not negatively impact the heritage values identified in the Statement of Significance. The Community Heritage Commission reviewed this proposal at their January 6, 2025 meeting and have no concerns with the proposal.

Of the 1.2 ha (3 ac) proposed to be rezoned, an agricultural commercial operation would be 1,114.8 m² (12,000 ft²) in size. The proposed retail building would be two (2) storeys, with the retail floor area being on the second floor, and cold storage on the lower floor. Due to the topography of the site the building the applicant is proposing to construct the building into the landscape to avoid retaining walls; therefore, the building may not appear as two storeys along all elevations. Details will be reviewed during the Development Permit stage. The CD-24 zone allows for 1,200 m² (12, 916 ft²) for sales floor area.

Adjacent zoning and land uses include the following:

North:	Residential Properties	R-10 (Residential Zone)
South:	Trans Canada Highway	C-5 (Commercial Highway Service/Tourist)
East:	Single Family Dwelling/Residential	A-2 (Rural Holding Zone)
West:	Restaurant/Commercial	C-5 (Commercial Highway Service/Tourist)

The DeMilles Farm Market currently operates at 3710 10 Avenue SW. The owners of that site have indicated that they would like to continue operating a commercial retail establishment in that location. A change in operation would require a separate approval through the ALC for Non-Farm Use. Rezoning of the current location on the east end of the City is not being considered in conjunction with this application.

Relevant Policy(ies):

This rezoning proposal aligns with the following policies outlined in the OCP:

7.2.4: Support agri-business opportunities in rural and agricultural areas that complement local agriculture, including agri-tourism and agri-food businesses.

7.3.17: Encourage and support the development and expansion of alternative, smaller-scale agricultural businesses, including the production and marketing of locally grown foods, organic farms, on-site sales of locally grown food.

Referral Comments:Fire Department

No concerns.

Building Department

The proposed to new building (store) would require a building permit.

Engineering Department

Engineering Department does not have any concerns related to the Rezoning. Comments concerning future development are attached as Appendix 11.

In the report it is noted that at a later stage of development a 2.5m statutory right of way along the 30 Street NE frontage would be required for the installation of a Multi Use Path. Additional road dedication would also be required at the intersection of 30 Street NE and 11 Avenue NE for the construction of a roundabout.

Ministry of Transportation and Transit (MoTT)

Preliminary Approval is granted for the rezoning for one year pursuant to section 52(3)(a) of the Transportation Act. The referral response of MoTT is enclosed as Appendix 12.

Agricultural Advisory Committee

The Agricultural Advisory Committee reviewed the application at their November 13, 2024 meeting and passed the following resolution:

THAT: The Agricultural Advisory Committee supports ALC Application No. 427.

Planning Department

The OCP designation, Acreage Reserve, supports agri-tourism. Agri-tourism is a commercial venture that integrates agricultural production and/or processing with tourism. It aims to attract visitors to farms, ranches, or other agricultural enterprises, offering opportunities for education, while simultaneously generating income for the farm, or business owner. The proposal generally aligns with the activity considered agri-tourism. The OCP and ALC policies support agri-tourism as a secondary activity that is compatible with agricultural production. Agri-tourism activities on the property are directly related to agriculture. Staff note that the partial or split zoning of the property effectively limit any proposed commercial uses to that area zoned CD-24.

It should be noted that the applicant's proposal differs slightly from the proposed zoning with regard to proposed areas for commercial uses and parking areas. This is intended to allow for some flexibility in the final design of the buildings. Table 1 below outlines these differences.

Table 1: Comparison CD-24 and Proposed Development

	Proposed	Permitted
Total Area CD-24 (combined parking areas and buildings)	12,140 m ²	Minimum <i>parcel</i> size - 1,000.0 m ² (10,764 ft ²).
New Commercial Building – sales floor	1,114.8 m ²	1,200 m ²
New Commercial Building - storage	1,114.8 m ²	n/a
Parking area	3,716.12 m ² Approximately 47 parking stalls	1 per 24 m ²

The C-8 Zone was originally intended for the current location of the DeMilles Farm Market on the west end of the City. The scale proposed for the new location on the subject property exceeds the size not only with the retail floor area, but with the cold storage. Some of the permitted uses, such as “Licensee Retail Store”, in the C-8 zone are not applicable to the proposed operation and location.

The proposed CD-24 zoning regulations are attached as Appendix 13. The CD-24 Zone has been drafted based on the C-8 Zone with changes that better fit the proposed operation and site. The purpose of the CD-24 zone is to provide for the year-round retail sale of farm produce on land within the Agricultural Land Reserve. The proposed CD-24 zone allows for a maximum of 1,200 m² of retail sale floor area. This is to allow for a larger sized retail store than permitted under the ALC regulation; however could be allowable with the approval of an ALC Non-Farm Use application. Agricultural uses in accordance with the ALC has been added as a permitted principle use. Retail storage of produce has been added as an accessory use to allow for the proposed cold storage.

In the OCP Acreage Reserve policies, commercial for limited farm retail is supported. The proposal aligns with this purpose. Given that the proposed rezoning is generally consistent with the OCP, staff are supportive of the proposed CD-24 Zone.

The Non-Farm Use Application No.427 has been submitted to the Agricultural Land Commission (ALC) because the proposed operation exceeds the threshold for the scale of retail permitted on the property within the Agricultural Land Reserve (ALR). The proposed commercial area is in a location that the applicant has stated has limited agricultural production value, reserving the highest production areas for the orchard.

Since taking possession of the subject property on April 10, 2024, the owner has made improvements to the agricultural capabilities of the property, including necessary maintenance to repair the orchard. Staff acknowledge that the owner has made significant strides in improving the property’s agricultural potential and supporting local agriculture through cold storage and distribution activities. The DeMille’s Farm Market currently plays a significant role in the local agri-tourism industry. As the proposal aims to enhance the agri-tourism in the community, Staff are supportive of the permitted uses proposed in the CD-24 Zone for this subject property.

Financial Considerations:

N/A

Committee Recommendations:

The Community Heritage Commission (CHC) discussed the proposed rezoning at their January 6, 2025 meeting. The CHC members expressed appreciation for being informed of development proposals on Heritage Register properties. The CHC was generally satisfied that the intention for the site would be to continue agricultural uses. Members suggested that something such as a sign be placed on the property acknowledging the history of the site.

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. The applicant will be required to post a Notice sign in advance of the Statutory Public Hearing. It is expected that the Statutory Public Hearing for this application will be held on April 14, 2025.

Alternatives & Implications:

N/A

Prepared by: Planner I

Reviewed by: Manager of Planning & Building

Reviewed by: Director of Planning & Community Services

Approved by: Chief Administrative Officer

Attachments:

- Appendix 1 – Letter of Proposal
- Appendix 2 – Subject Property Map
- Appendix 3 – Ortho Maps
- Appendix 4 – OCP Map
- Appendix 5 – Zoning Map
- Appendix 6 – Site Plan
- Appendix 7 – Proposed CD-24 zone
- Appendix 8 – Site Photos
- Appendix 9 – Heritage Map
- Appendix 10 – Statement of Significance
- Appendix 11 – Engineering Comments
- Appendix 12 – MOTT Referral Response
- Appendix 13 – Draft CD-24 Regulations

Zoning Application Proposal

DeMilles Farm Market & ORCHARD

1424762 BC LTD

Lot 2 Section 19 Township 20 Range 9 West of the 6th Meridian

Kamloops Division Yale District Plan EPP95531

2025

Bradley Demille, Harpal (Lally) Sidhu

demilles@shaw.ca

250-833-9976 (c)

250-832-7550 (s)

Zoning Application Proposal

3181 11th Ave North East
Salmon Arm, BC
V1E 2S8

Executive Summary

This document outlines the request for DeMilles Farm Market to be relocated. DeMille's Farm Market, a historic cornerstone in Salmon Arm since 1973, is losing its home. The land lease upon which the current store stands is coming due November 2026 with no fair and equitable agreement. In light of this potential loss, Brad DeMille has had the vision and initiative to purchase the Northyards Orchard in partnership with Mr. Harpal (Lally) Sidhu, long-time supplier to DeMille's Farm Market and South Okanagan fruit farmer, to build a new home for the store.

This proposal requests that three acres of the 29-acre orchard parcel be amended from A2 to CD-24 zoning. Currently the Northyards Cidery leases approximately 50,000 square feet (1.15 acres or 0.46 hectares) of the proposed 3 acre (1.2 hectare) commercial request, leaving the remaining 26 acres (10.5 hectares) for orchard operations and agriculture. The scale for the DeMilles operation will require 12,000 square feet for retail floor space. Keeping in line with the industrial norm of a 1:1 storage to retail area ratio, we will thus require 12,000 square feet of in-store storage space. However, we will be making use of a basement level for this storage space, with elevators to the retail floor. Thus, the ultimate square footage of the commercial building will be 120 x 100 ft. (12,000 square feet). With 40,000 square feet for paved parking, we are requesting a total of 52,000 square feet of commercial space for our venture, (1.19 acres or 0.48 hectares).

The store frontage will make use of the non-usable land that exist next to the trans-Canada highway for paved parking, leaving the elevated land beyond that to situate the commercial building, perfect for cellar-like cooling for storage and retail space that overlooks the orchard. Balcony space for bakery and deli sitting areas are included in the 12,000 square foot projected retail model.

The proposed DeMille's Farm Market & Orchard will maintain its vital role as a primary supporter of regional businesses and farms that grow and process local BC-grown fruit, produce, and grocery. Without DeMille's, innumerable farmers will likely experience a sizable loss in their yearly revenue.

Furthermore, the re-zoning will allow the orchard to be a community venue, enhancing local appreciation for small-scale farming and agriculture. DeMilles will innovate an organic,

firsthand experience with all the benefits of BC agriculture, thus developing a vital understanding and support for local farming and encouraging the “shop local” initiative.

Introduction

The prospective goal for the DeMilles Farm Market and Orchard is to build a new storefront building for commercial purposes at the proposed site, 3181 11th Avenue North East. The main objective is to relocate the current operations of DeMilles Farm Market to a new building at the new site.

With the current land lease for DeMilles Farm Market coming due, Brad DeMille has been forced to make the hard decision between finding a new home for the store or closing his business. In light of the potential loss of a family legacy that he has spent building for his children and grandchildren, Brad and his wife, Kelly, have bought the Northyards Orchard with Harpal (Lally) Sihdu and his son, Sher Sidhu. The resulting business, otherwise known as 1424762 BC LTD, is the official business under which the rezoning request is being proposed.

Mr. Sidhu, a fruit grower in Cawston, British Columbia, has been the main fruit supplier from South Okanagan for DeMilles longer than Brad DeMille has owned the enterprise. He owns one hundred acres of orchards, with a 40,000 square-foot packing house. Lally’s orchards produce organic and conventional stone fruit including apricots, cherries, nectarines, peaches, and plums, not to mention ten varieties of apples from Ambrosia to the more traditional MacIntosh.

This proposal cites the request that 3 acres (approximately 1.2 ha or 130, 680 square feet) of the 29-acre (11.7 ha) orchard parcel at 3181 11th Avenue North East be rezoned from A2 to CD zoning. Of the 1.2 ha, the DeMilles operation will only be using about 0. 48ha or 52,000 square feet for its commercial operation, the other 78,680 square feet are for supplier staging areas and Northyards cidery. The store frontage will be south-facing onto 11th Street, which in turn will be a welcoming and aesthetically pleasing property to showcase Salmon Arm at the east entrance to the city off the Trans-Canada highway.

Consequently, the hundreds of local farmers, suppliers, businesses, community associations and customers who Brad has served so adamantly for the past 18 years, will be negatively affected if rezoning is unsuccessful.

DeMilles Farm Market:

The full-scale worth of the DeMille's Farm Market to this community begins with its history. The market has been a staple in Salmon Arm since the 1970s when it originated as a Sweet Corn and Produce Market. The market grew until 2006 when Brad DeMille took over the operation from his father and expanded the farm-to-table experience. It has since grown into a multi-faceted venue supportive of community, farmers and local business, with a distinct focus on Agri-tourism and environmental impact.

The business prioritizes community support and has been a proud and generous contributor to innumerable local associations for many years. Some examples include, but are not limited to, the Shuswap Hospital Foundation (via Bollywood Bang), Roots & Blues, Salmon Arm Silver Backs, Larch Hills Nordic Society, Safe Society, Second Harvest, the Good Food Box, the SPCA, and Dry Grad.

Furthermore, this establishment is an essential venue for local farms and small business. It is a major supporter of local producers, honey farmers, coffee roasters, Okanagan fruit jammeries, egg farmers, dairy farmers, cheese producers, local butchers and sausage makers, and small-business bakeries. As a part of the produce market collective, DeMilles provides a critical outlet for farmers to sell directly to the customer, with the advantage of being an all-year operation as opposed to a seasonal fruit stand. With proper cooling systems, imperative management, and rigorous food-safe procedures, DeMille's Farm Market upholds a refined and flexible experience for both farmers and customers. As opposed to a restrictive 3-month summer-time farmer's market, DeMille's is open year-round, 7 days a week from 8 am-8 pm, thus providing the customer with up to 80% greater access to farm-direct produce and creates a more efficient, streamlined strategy for farmers to get produce to market.

Moreover, the DeMille's operation is a cornerstone in Salmon Arm's Agri-tourism. With the opportunity to encourage agriculture, the store features BC-made grocery, homemade canning, ice cream, picnic areas, a petting zoo, garden center, pumpkin patch, and u-pick sunflower patch. Shoppers not only come from the surrounding areas in the Columbia Shuswap Regional District and North Okanagan Region District but from across Canada, even world-wide. It is a significant landmark for local tourism, with excursion busses from the United States, Korea, Japan, Australia and Germany making routine stops. With an all-encompassing adventure for returning and new customers, excursionists, and campers, the DeMilles brand is a must-see on the traveler's itinerary for an old-fashioned, wholesome, family experience.

DeMilles also creates an opportunity to reduce its carbon footprint. Since Brad took over DeMille's Farm Market 18 years ago, local farmers have been said to have seen a 50-400% increase in their harvest revenues by supplying to DeMilles, with many that no longer attend pop-up farmer's markets. This means more efficient transport, sales and strategies. Please refer to Appendix C for letters of support.

The Obstacle:

With the DeMille's brand is facing the loss of its operating venue, so too are local farmers. DeMille's success is, in part, indicative of the success of the local farmers that it supports. DeMille's functions as a centralized cooperative for local farmers from the surrounding area, the Okanagan Valley, and the Fraser Valley. Not only do farmers lose revenue without DeMille's, but they are also exposed to the lengthy and cumbersome legwork that is required to take product-to-market for themselves, namely via local farm markets. With the current economic climate and post COVID realities, farmers do not have the means, manpower, or ability to commit to such low-yielding means. They have a substantial understanding of the dynamics of agriculture and horticulture. But business, sales, and the product-to-market process can be daunting. DeMille's is extremely well-versed in marketing and has deep roots when it comes to the rapport and connections it has in this industry. In the words of Brad himself, "We take care of the sales, and let farmers get down to the business of farming".

Proposed Solution:

Objective:

The goal for DeMilles is to relocate the farm-to-table experience currently in operation at 3710 10th Ave SW Salmon Arm to the Orchard at 3181 11th Ave NE Salmon Arm. The orchard property spans 29 acres on the north side of the Trans-Canada Highway at the corner of 11th Ave NE and 30th St NE. The objective is to amend to current A2 zoning to C8 zoning for a 3-acre (1.2ha) parcel of land on the southern boundary of the Orchard to facilitate the current operations of the DeMilles Farm Market. The site would start 200 feet from the north bend of 11th Avenue and run east by 300 feet, North of 11th Avenue by 400 feet into the Orchard, including the land upon which the Northyards Cidery sits, and west again to the corner boundary with the MacDonald's restaurant. Please refer to the attached drawings for further details and dimensions.

The proposed footprint of the store is 12,000 square feet, set back by 200 feet from 11th Avenue with a southerly-facing frontage. Main parking will lay directly on the south face of the building, with 40000 square feet of paved parking directly off of 11th Street. To the west of the parking lays the current Northyards operation that will span the remainder of the proposed 3-acre C8 zoning proposal west toward MacDonalds and 30th Street. Storage and warehousing will be incorporated into the 12,000 footprint of the storefront, making use of the hillside to create a geo-engineered basement for cool storage.

The north side of the building will look out over the orchard with balconies that will stretch out from the retail space over the walk-out basement storage space onto manicured lawns. With aesthetically pleasing landscaping, the proposed store will be an idyllic respite for families and travelers alike. This will not only be a pleasing entrance for the orchard and the store, but also an eye-catching welcome to Salmon Arm as it will face the Trans-Canada highway on the east side of the McDonald's restaurant.

Operations to Date:

The orchard is co-owned by Bradley DeMille, Kelly DeMille, Harpal (Lally) Sidhu and Sher Sidhu. Together, Brad and Lally are the signatories on the land title to the orchard at 3181 11th Ave NE, formally known as 1424762 BC LTD., and support each other with their specific expertise.

To date, Mr. Sidhu has been the guiding expert in the recultivation of the orchard as Brad DeMille physically oversees the operations to bring the orchard back to a healthy, sustainable fruit-bearing state. Under the previous ownership, the orchard had fallen into disrepair, with dying apple trees, moth and worm-ridden fruit, and unkept grounds. Since possession took place on April 10, 2024, the trees have been delimbed, some physically removed due to disease and age, and systems implemented to control codling moth, fire blight, scab, and mildew problems, making way for a vital and prosperous orchard once again.

Currently, apples are growing on healthy trees, lawns are routinely mowed and maintained, and sunflowers have been planted to create an aesthetically pleasing field along the westerly frontage of North Broadview Street. The operation took over late in the season, and due to current burn bans, burning dead trees will take place in the Fall 2024. In the meantime, black tarps cover the burn piles, with the intention that any remaining disease will be eliminated through the heat of the summer.

Future Projections:

Future projections of apple yield from the orchard are estimated at 500,000 pounds yearly in apples and their value-added products. These products include but are not limited to, fresh-pressed apple juice, dehydrated apple chips, and apple pies, all of which will be either sold in the DeMille's Farm Market & Orchard, supplied to the cidery, or sold to local businesses such as Shuswap Pie Company etc.

Row crops will be planted in the vacant block along 30th Street to include eye-catching sunflowers and lavender, in addition to pumpkin patches for seasonal u-pick. It is planned as well to plant blocks of artichokes, potatoes, rhubarb, squash, sweet corn, and sweet onions. The row crop produce will be sold on site.

Moreover, the orchard will provide an educational outlet for the community. Field trips from the local schools will highlight the important role of farmers and growers in the community. For example, in the autumn when orchards are ready for harvest, local elementary schools can book field trips up to the orchard where they will be given a tour of the apple production, wagon rides, samples of fresh pressed apple juice, and a free apple to take home, or a pumpkin at Thanksgiving and Halloween. This endeavour is historically significant as it is reminiscent of the Hanna Orchards' business model and will rekindle a part of Salmon Arm's past Fall traditions. These experiences are memorable ways for children and their families to make connections with their community and more specifically, their local farmers.

In tribute to the historical nature of the orchard, one of the original Spartan trees will be left standing in the middle of the orchard. It was planted circa 1950, "following the [1949-1950] freeze that wiped out about 300 growers in the Shuswap", (James Hanna). Brad and Lallu mean to commemorate the vital history with a historically educational plaque and benches at site for tourists and customers on their walk through.

Methodology

The proposed groundbreaking for the new store is projected for the Fall of 2025. BC Steele LTD is the proposed company for the new building, and estimates a build time of 4 months. The prospective building is a barn-like structure with a main-floor shopping market, including a bakery and deli, with an upper mezzanine for cafeteria-style seating overlooking the orchard.

The structure of the store is projected to be at the lock-up stage by November 2025 with interior walls, flooring, plumbing and electrical to be finished by December 2025. The store interior will be repurposed from the current DeMilles storefront including but not limited to, coolers and cooling systems, point of sale and electronic systems, shelving, and furnishings. The new building is projected to open in the Spring of 2026, with the current market officially closing at that time. Please refer to Appendix B for a detailed outline of contractors, time frames, and justifications.

Budget:

Please refer to Appendix A for the projected budget.

Conclusion:

Brad DeMille knows his responsibility to the farmers and local producers with whom he has worked hand-in-hand for almost two decades. To close the door to the DeMilles Farm Market would not only leave a void in the community of Salmon Arm, but it would leave a devastating effect on DeMille's suppliers.

Great respect and thoughtfulness have gone into the planning of the new Farm Market and Orchard with opportunities to give back to the community and build a home that offers locals the chance to learn and appreciate the role of farming and agriculture in the community. It is, therefore, of upmost importance to hundreds of local farmers that the C8 zoning proposal be approved. Brad and his staff have every intention of working very closely with local city authorities and the Agricultural Land Commission to ensure all requests and procedures are followed to perfection.

DeMilles was built on one man's dream, and that dream and passion are now being poured into the bright future of creating an orchard experience, beautiful and welcoming to all, in hopes of bringing greater awareness for local farming, agriculture, and Agri-tourism and in the process making Salmon Arm more beautiful for all who live there.

Appendices:

Appendix A: [Budget Outline](#)

<u>Relevant Cost</u>	<u>Proposed Budget</u>	<u>Justification</u>
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Building infrastructure	\$2 million total	Steel girder structure, 14000sq ft
External paneling/ steel	Refer above	Concrete & steel
Internal walls	Refer above	Concrete & wood
Windows & doors	Refer above	Sealed units, glass-garage doors
Insulation	Refer above	R-48 roof, R-28 walls
Paint	Refer above	
Ventilation	Refer above	In-floor heat, solar, forced air
electrical	Refer above	
plumbing	Refer above	
driveways and parking lots	TBD	In-out paved, main lot paved, packed soil & gravel
gravel	TBD	Peripheral parking & overflow
paving	TBD	Driveways and & main parking
landscaping	TBD	Everywhere, frontage, along the driveways, "backyard" – lawns leading to orchard
refrigeration		On main floor, & in-ground under main floor
Moving costs	\$250,000	

Appendix B: British Columbia Supplier List

** Refer to attached Letters of Intent **

Supplier	Product	Vendor Location
2 Ladies Soup in It Up	Soup base mix	Vernon

A&L Peterson Orchards	Orchard fruit	Salmon Arm
Aaron DeSimone		Lumby
Albert Gibson	Produce	
Armstrong Apiaries	Honey	Armstrong
Armstrong Asparagus	Asparagus	Armstrong
Armstrong Farm Co.	Produce	Armstrong
B&L Nyeste Mud Sweat & Tears	Pottery	Sorrento
B& B Orchard	Orchard fruit	Winfield
Balmoral Farms	produce	Balmoral
BC Brine	Homemade canning	falkland
Bc Tree Fruit	Tree fruit	Kelowna
Bedroc Green House	Garden center	Salmon Arm
Bellmann Specialty Produce	Produce	Armstrong
Bernie's Turbo Spice	Hot sauce	Armstrong
Berry Haven Farms	Berries	Abbotsford
Berry View Farms	Berries	
Bhupinder Karwasra	berries	Oliver
Birch Haven Farms	Corn	Salmon Arm
Big Dave's Spice	Hot sauce	Kelowna
Black Arrow Sales	Hot sauce	
Black Diamond Soil	Soil	Grinrod
Black Forest Noodle	Noodles	Salmon Arm
Blackwell Dairy	Dairy	Kamloops
Blue Hill's Lavender	Flowers	Salmon Arm
Blue Sky Organics	Garden center	Vernon
Bruce Seehaver		
Burnaby Lake Greenhouses	Flower Bouquets	Surrey
Caliente Hot Sauce Company	Hot sauce	Salmon Arm
Canadian Hazelnut	Nuts	Agassiz
Cards by Susan	Gift Cards	Salmon Arm
Castle Cheese (West) Inc	Cheese	Lumby
Charlie MnMahan	Produce	Salmon Arm
Chop N Block	Deli meats/ butcher	Kamloops
Clint Lidstone	Produce	
Colonial Farms	Frozen goods	Armstrong
Curly Willow	Produce	
D Dutchman	Dairy	Sicamous
Dan & Jamie Penner	Eggs	Salmon Arm
Dave Starling	Fruit	Oyama
Dave Poiriera		
Davidsons Orchard	Produce/ Fruit	Vernon

Denis Czerwiak	Produce	Grindrod
Denman Island Chocolate	Chocolate & Candy	Denman Island
DeVry Greenhouse	Flowers	Chiliwack
Desert Hills Ranch	Produce	Ashcroft
Dhailiwal		
Doug Saba	Produce	Grindrod
Ed Jespersen		
Ed De Boer	Animal Feed	Grindrod
Elderberry Grove	Elderberry products	Salmon Arm
Elevation Kombucha	Kombucha	Wycliffe
Enderberry Farm	Produce	Enderby
Farmcrest Foods	Produce & Dog Feed	Salmon Arm
Farming Karma Fruit Co.	Fruit drinks	Kelowna
Foothills Creamery	Ice cream	Kelowna
Freshop Produce	Fruit	Aldergrove
Fresh is Best Salsa Co.	Salsa & Chips	Kamloops
Gatzke Orchards	Fruit	Oyama
Gavin & Lorna Young	Produce	Kelowna
Gietema Farms		
Gill Growers	Fruit	Abbotsford
Glenmore Blueberry Farm	Blueberries	Abbotsford
Good "N" Plenty Produce	Produce	Armstrong
Green Lion Farms	Produce	Armstrong
Green Croft Gardens	Produce	Grindrod
Griffin Farms	Produce	Westbank
Grillers Meats	Deli/ butcher	Salmon Arm
Growers Supply Co	Store supplies	Kelowna
H. Middlestead	Grocery	Salmon arm
Habby Jacks	Hot sauce	Kelowna
Hai Hunn		
Hanoi 36 Restaurant Inc	Frozen Pho-kits	Salmon Arm
Happy Days Dairy	Cheese	Salmon Arm
Happy Valley Organics	Produce	Kelowna
Harinder Sidhu		
Harkaran Randhawa	Fruit	Vernon
Hart Marketing & Sales LLP	Fruit	Vernon
Hayat Orchards	Fruit	Lake Country
Helmi's Gourmet Foods	Deli/ Butcher	Abbotsford
Hewitt Orchards	Fruit	Oliver
Hilda 74 retro Design	General Merchandise	Grand Forks
Hobart Farms	Produce	
Honey Onyx	Honey	Falkland

Honey & Wax De Hoog	Honey	Salmon Arm
House of Q Foods Ltd.	Grocery	Surrey
Indigo Love Haskap	Haskap	South Canoe
J Gill Enterprises	Fruit	Aldergrove
Italian Kitchen Sauce Co	Sauces	Vernon
Jag Rai Blueberry Farm	Blueberry	
Jan Blackburn		Salmon Arm
JD Farms	Turkey	Abbotsford
Jealous Fruits	Fruit	Lake Country
Jesperson Tree Farm	Christmas Trees	Salmon Arm
Jerseyland Organics		
Jessica Offer	Flower Bouquets	Enderby
John O. Stan Apiarie	Honey	Armstrong
John Watters	Garlic	
K. Witzke		
Kalwood Farms		
KarMac Chrtistmas Trees	Christmas trees	Salmon Arm
Kash Farm		
Kurt Sauter	Butcher	Salmon Arm
Kyle Jobin	Pre-packaged meals	Salmon Arm
Maple Tree Corps	Maple Syrup	
Lakeview Fruit Corp	Fruit	Okanagan
Lakeview Haskap	Haskap Berries	Okanagan
Lally Sidhu	Fruit	Cawston
Las Mexicanas	Hot Sauce and Salsa	Kelowna
Lake Country Harvest	Bakery	Lake Country
Lasser Produce		
Lazy Daisy Farm	Produce	
Left Coast Natural	Grocery	Vancouver
Len Lazzarotto		
Lesly Melnyk	Grocery	Salmon Arm
Liquid Ventures	Ice	
Little Red Hen	Bakery	Salmon Arm
Lucifers House of Heat	Hot Sauce	USA
Madalea Growers	Blueberries	Salmon Arm
Mara Foodliner		Mara
Margaret Bland	Produce	Salmon Arm
Mayfair Farms	Produce	Salmon Arm
Motherlove Ferments	Drinks	Salmon Arm
Mum's Okanagan Hot Sauce	Hot Sauce	Okanagan
Mountain Meadow Organic Garlic	Garlic	

Neufeld Farms	Produce and Fruit	Lower Mainland
Nicola Valley Honey	Honey	Nicola Valley
Nuleaf Produce	Produce	Kamloops
Nuts 4 U Granola	Cereal	Kelowna
Ogopogo Premium Produce	Hot Sauce	West Kelowna
Okanagan Rawsome	Crackers and spreads	Salmon Arm
One Nut Products	Nuts	Salmon Arm
Organic Ocean Seafood	Seafood	Vancouver
Parmjut Daliwal	Produce	Lake Country
Peak & Terra Hot Sauce	Hot Sauce	Salmon Arm
Phillips Brewing	Fruit beverages	Vancouver Island
Pine Berry Farms	Produce	Tappen
Prairie Fruit Farm	Fruit	Chiliwack
Pro Organics	Produce	Vancouver
Purple Springs Nursery	garlic	Armstrong
Rad Jams	Jams and spreads	
Riley Gibson	Carrots	Silver Creek
Robert Valade	Peas	Tappen
Roots & Greens	Produce	Grinrod
Kazy Farm	Produce	Silver Creek
Russell Thiessen	Produce	Lumby
S. Sundher Orchard	Fruit	Oliver
Sacred Earth Organics	produce	Salmon Arm
Sam Gill	Berries	Chiliwack
Saskatoon Jammery	Jams and Marmalade	Salmon Arm
Sedos	Butcher	Salmon Arm
ShuPops	Frozen treats	Salmon Arm
Shuswap Pie Company	Pie, baked and frozen	Salmon Arm
Shuswap Coffee Co	Coffee	Salmon Arm
Shuswap Cider	Cidery	Salmon Arm
Shuswap Infusions	Tea	Salmon Arm
Shuswap Organics		Salmon Arm
Sophies Cosmic Café	Hot Sauce	Vancouver
Spa Hills Farm	Produce	Armstrong
Spotted Moose Farm		North Shuswap
Steve Van Hassel	Produce	Chase
Stoke Cold Press Juice	Juice	Revelstoke
Stoke the Fire	Hot Sauce	Kimberley
Sukjit Daliwal		
Summit Specialty Foods	Grocery	Vancouver
Sure Crop	Animal Feed	Grinrod
Tanto Latte	Cheese	Salmon Arm

Tanya Ray	Fish	
Taste Buddies	Dressings	Kelowna
The Candy Vault	Candy	Salmon Arm
Canadian Barley Tea	Tea	Salmon Arm
The Country Kettle	Popcorn	Salmon Arm
The eH team Farm	Frozen goods	Kelowna
Three Diamond	Dressing	Osoyoos
Triple Jims	Fruit juices	Chiliwack
Vernon Sausage Co	Butcher/ Deli meats	Vernon
Kurts Deli- Kurt Sauter	Butcher/ Deli meats	Salmon Arm
Village Dairy	Dairy	Armstrong
West Ida Farms	Produce	Salmon Arm
West Coast Barrel	Whiskey barrels	Vancouver
White Lake Organic	Bakery	White Lake
Wild Mountain Chocolate	Confectionary	Invermere
Westland Sausage	Butcher/ Deli meats	Salmon Arm
Willow Creek Grain	Produce	Grinrod
Wineland Dressing	Dressings	Naramata
Zelaney Farms	Carrots	Vernon

Appendix C: Letters of Intent

Please See Attached for Letters of Intent.



April 15, 2024

To whom it may concern,

I am writing on behalf of Neufeld Farms Ltd. In Abbotsford, BC. We are a family owned fruit and vegetable farm, and we also process preservatives such as pickle products. We have had a working relationship with DeMille's Farm Market for many years now, and they are the reason that we can farm what we farm. We ship them a large quantity of products each year.

Dealing with Brad and Jacob at DeMille's is a treat! They are always willing to help the farmer out. There are some times when we have an abundance of product, and when we ask them to help out, they simply say, 'send it'. They help us move larger volumes that we would not be able to do in our small market.

I understand that DeMille's is trying to relocate. I hope that changing locations does not cause them issues for selling other small farmers product, as it would hurt my farm significantly and I know it will hurt others as well. We hope to continue to have many more years of business with DeMille's Farm Market wherever their new location is, and I am truly grateful that they have been able to sell so much of our product.

Sincerely,

Steven Neufeld
Owner/Operator
Neufeld Farms

Kazy Farm Organics

284 Salmon River Rd.
Salmon Arm BC V1c3e3
250 804-1232
bcvteric@yahoo.ca

April 4, 2024

To whom it may concern,

I am writing on behalf of Kazy Farm Organics in support of Demilles Farm Market during a difficult transition. Unable to renew the lease at the current location, they are facing the necessity of having to relocate.

I have been supplying fresh produce to Demilles for over 10 years and they have been an important part of my business since the beginning of our relationship. Demilles has been instrumental in promoting and distributing local produce which benefits both the farmer and the consumer. In order for the support that they give to countless local producers to continue, their new location requires adjustments to current zoning regulations which I fully endorse.

I trust that facilitating these changes will serve the best interest of our community, ensuring the support of local agriculture and the economy. I appreciate your support for Demilles Farm Market.

Sincerely,

Eric Fell



15850 Old mission rd
Lake Country BC
V4V 2G8
Phone: (250)878-4877
Email: Lakeviewfruitcorporation@outlook.com

March 28, 2024

To Whom It May Concern,

Our company Lakeview Fruit Corporation is a producer & Packer of fresh fruits which include apples, cherries, apricots, nectarines, pears and peaches. We have been in business since 1995 and have been conducting business with DeMilles Farm Market for over 10 years.

Demilles has supported our business and helped build our growth over the years. We are one of the larger peach growers in the north Okanagan and rely on Demilles to help move our peaches. There are very few fresh markets in BC that support local growers to the scale Demilles has. They play a crucial role in the Agriculture sector by helping local farm business move and market their products.

We support Demilles in their decision to relocate their market in Salmon Arm, this decision is not just for the benefit of Demilles but will also benefit multiple agriculture business in BC. Although we understand there are regulations set in place by the ALC to preserve farmlands we believe the importance relies more on the farmers than the land itself. Markets such as Demilles provide a true farm to table experience which is a rare commodity. We hope you support their growth and enable them to build their new market.

Regards

Arsh Dhaliwal (Andy)
President and Co-owner



4321 10th Avenue SE,
Salmon Arm, BC,
V1E 1W6
Phone: (604) 819-2659
Email: littlemntfarm@gmail.com

March 26, 2024

To Whom It May Concern,

I am writing on behalf of Little Mountain Farm to express our support for Demilles Farm Market during a time of significant transition. It has been brought to our attention that Demilles Farm Market, a cherished partner and supporter of our farming community, faces the necessity of relocating due to the inability to renew their lease at their current location.

Demilles has been instrumental in promoting local farming, benefiting not just Little Mountain Farm but the broader agricultural community. Their new location requires adjustments to current zoning regulations, which we fully endorse.

We trust that facilitating these changes serves the best interest of our community, ensuring the sustainability of local agriculture and economy. We appreciate your consideration and support for Demilles Farm Market's smooth transition.

Sincerely

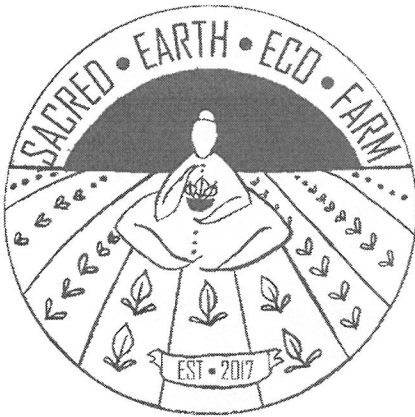
Bill Vermeer

To whom it may concern,

Sacred Earth Eco-Farm is located in Salmon Arm and we have been Selling to DeMille's Farm Market since 2017. They open there doors to us like many before us in this community. Demilles is the closes example of a traditional market where fresh produce grown buy local farms are enjoyed buy locals and many tourist wanting a tase of the Shuswap.

We fully support the relocation of Demills onto the old historic Hanna and Hanna orchard so the may keep adding more years of good food and memories to all who stop buy.

Regards,





To Whom It May Concern:

Shuswap Organics is a supplier of fresh local vegetables and preserves to stores and restaurants in the Okanagan/Shuswap/Columbia region. We've supplied vegetables and preserves to DeMilles Farm Market for the last 3-4 years.

Demilles is one of the very few actually independent and local-supporting outlets for small-scale growers in the region, and they support a number of local growing operations beyond our own. They have done so for a much longer period of time than our own time in business. It is fair to say they purchase thousands of pounds of produce from local growers each season, with a peak in the summer months.

We are supportive of the continuation of Demilles' presence in the wider Salmon Arm area, and would consider the loss of this important outlet for local food as having a detrimental effect on small-scale growers.

We hope their plans to relocate their operation to the uptown area of Salmon Arm is supported and enabled by all of the relevant authorities.

Regards

A handwritten signature in black ink, appearing to read "Owen", followed by a horizontal line.

Owen Madden
Co-Owner

To whom it may concern,

We (Sweet Haven Farms) are a local farm based in the Okanagan which has been operating over the last 6 years, growing microgreens and lettuce.

Demille's Farm Market was one of our first outlets to sell our local produce. They have been an integral customer giving us sales which has helped our business to develop to what it is now. We have done business with Demille's for over 5 years and at least **\$15,000** worth of our product is sold **annually** through their outlet, which is a big portion of our income helping our business to stay a-float.

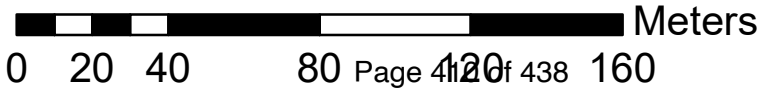
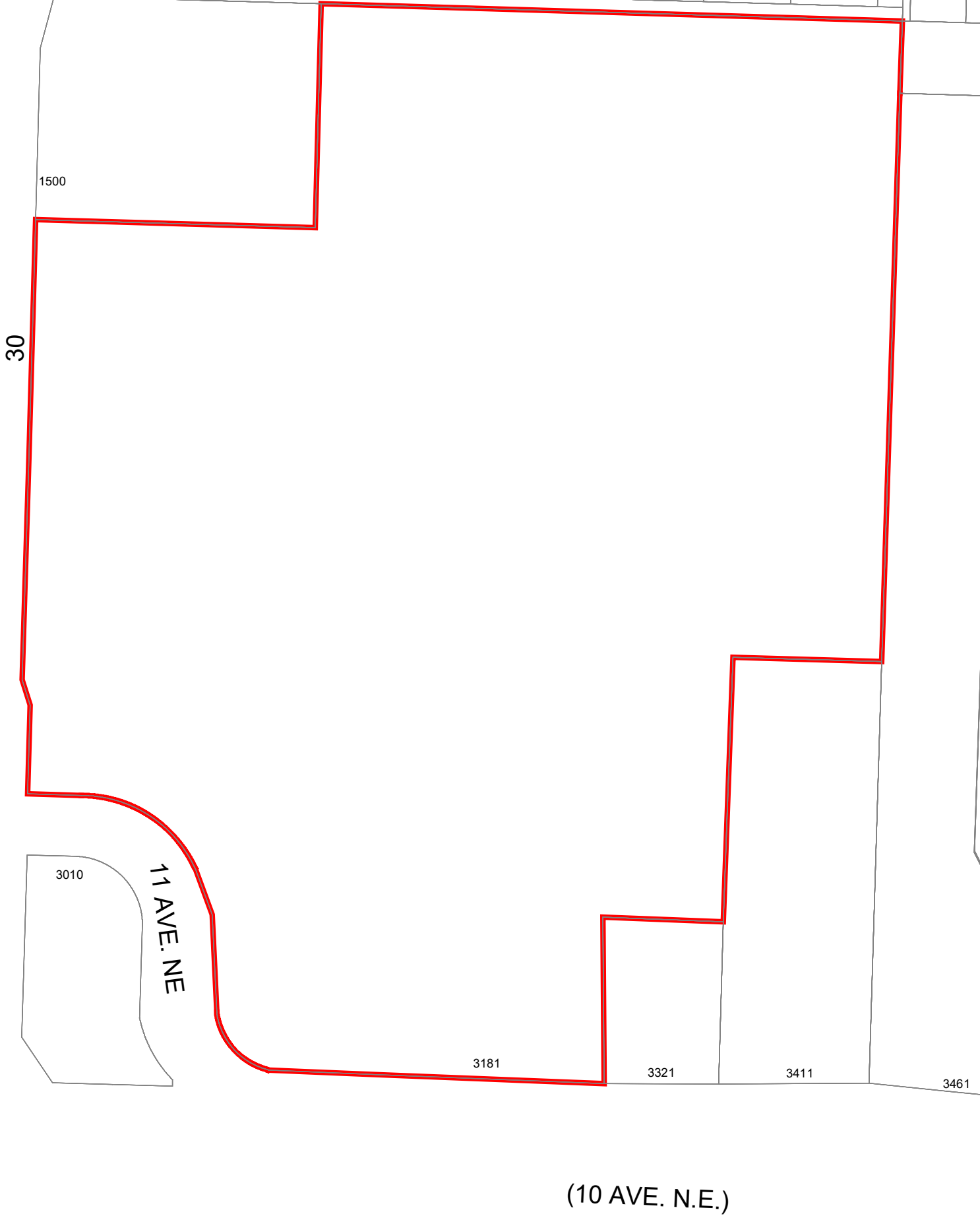
We hope everything can be done to get commercial zoning and/or everything required to continue selling our products (and those of many other customers) at their new store.

-Seth Armbruster

-And **Sweet Haven Farms** Team

Appendix 2

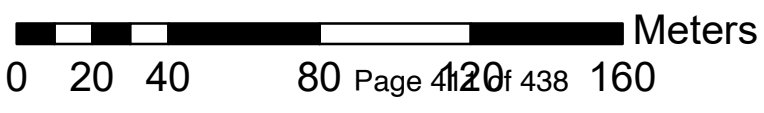
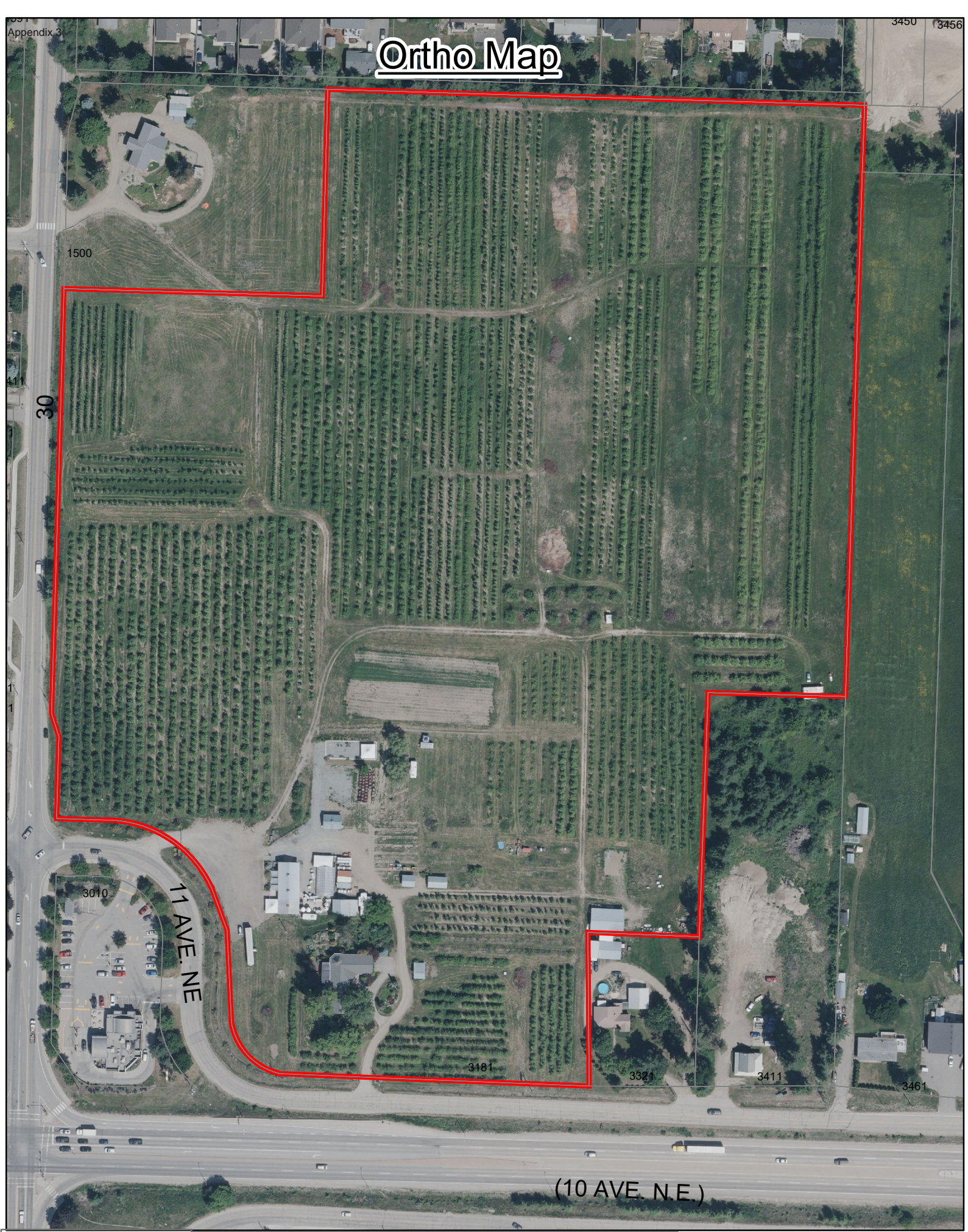
Subject Property Map





Legend

- Parcels
- Subject Property

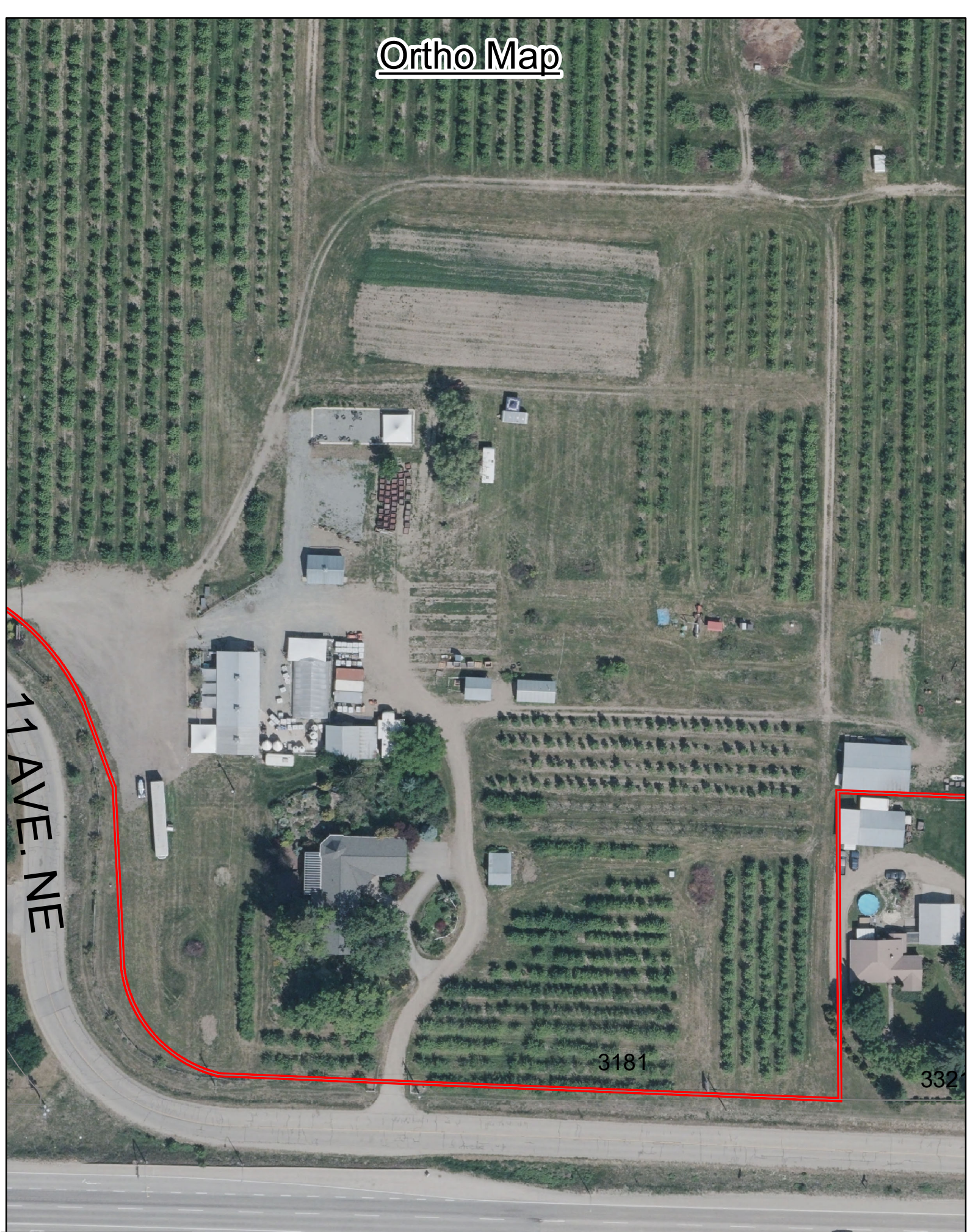
Ortho Map



Legend

-  Parcels
-  Subject Property



Ortho Map



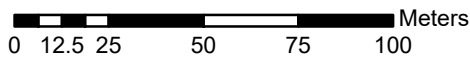
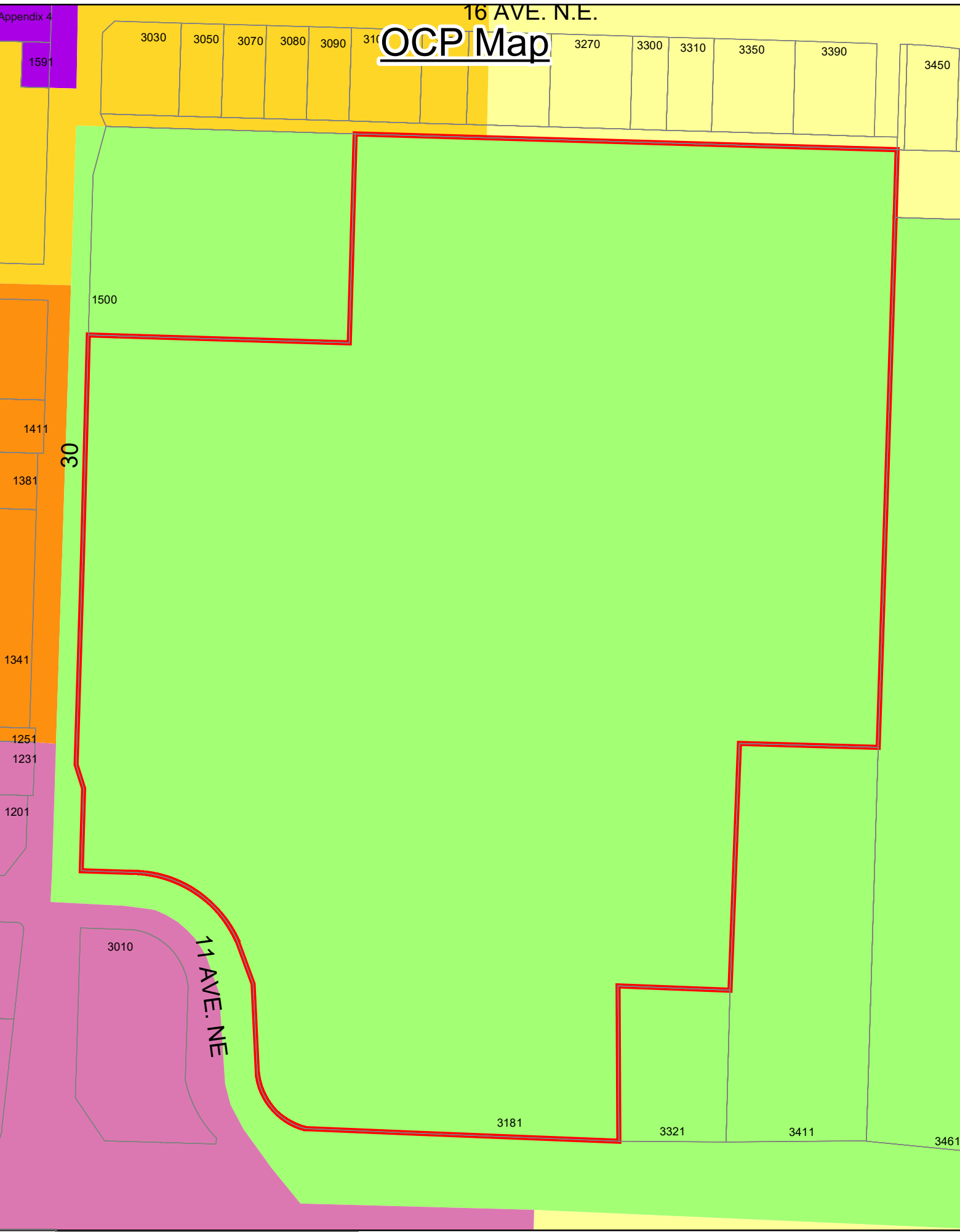
0 10 20 40 60 80 Meters

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Legend

-  Parcels
-  Subject Property

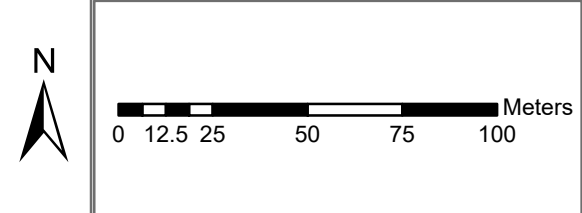
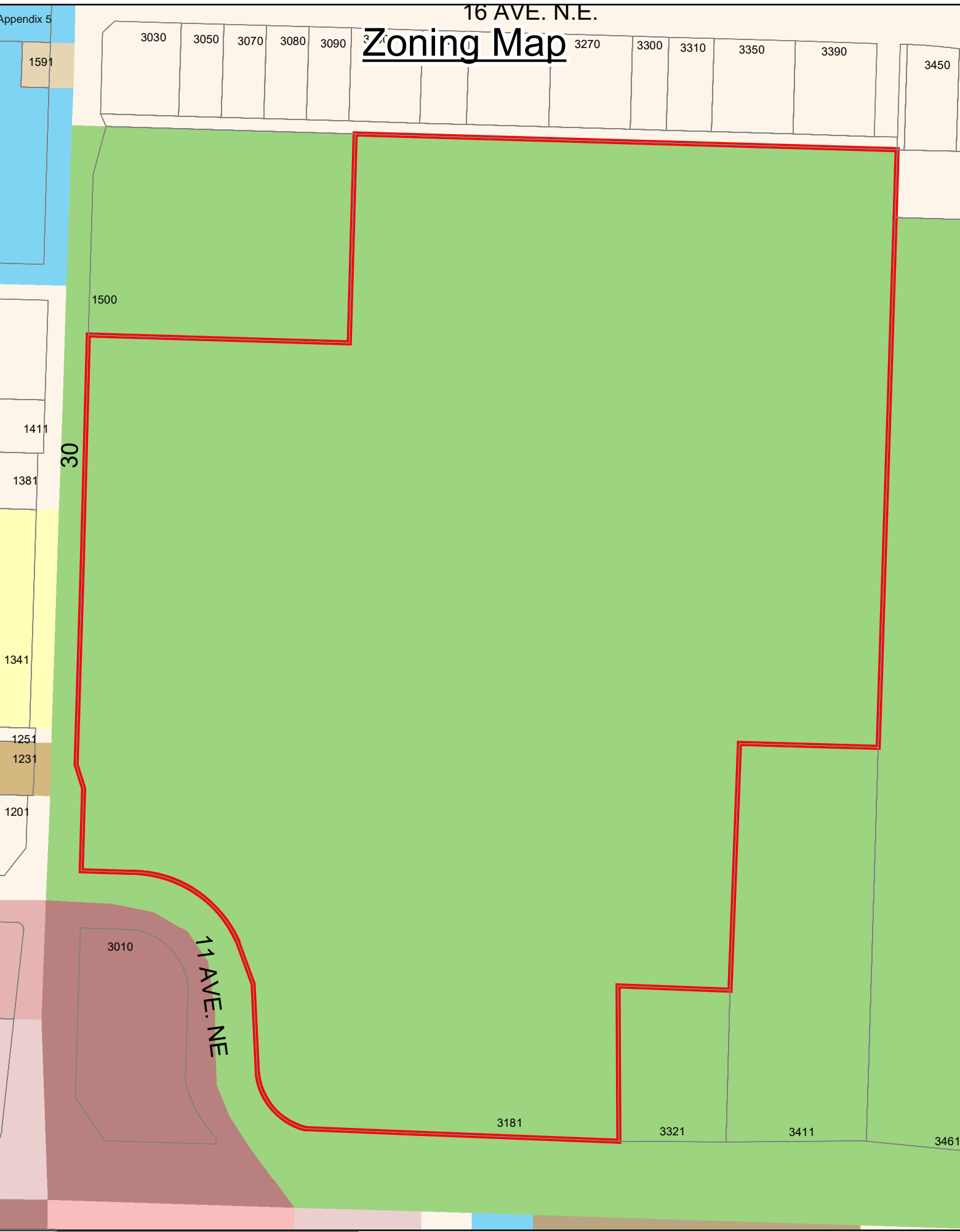
OCP Map
















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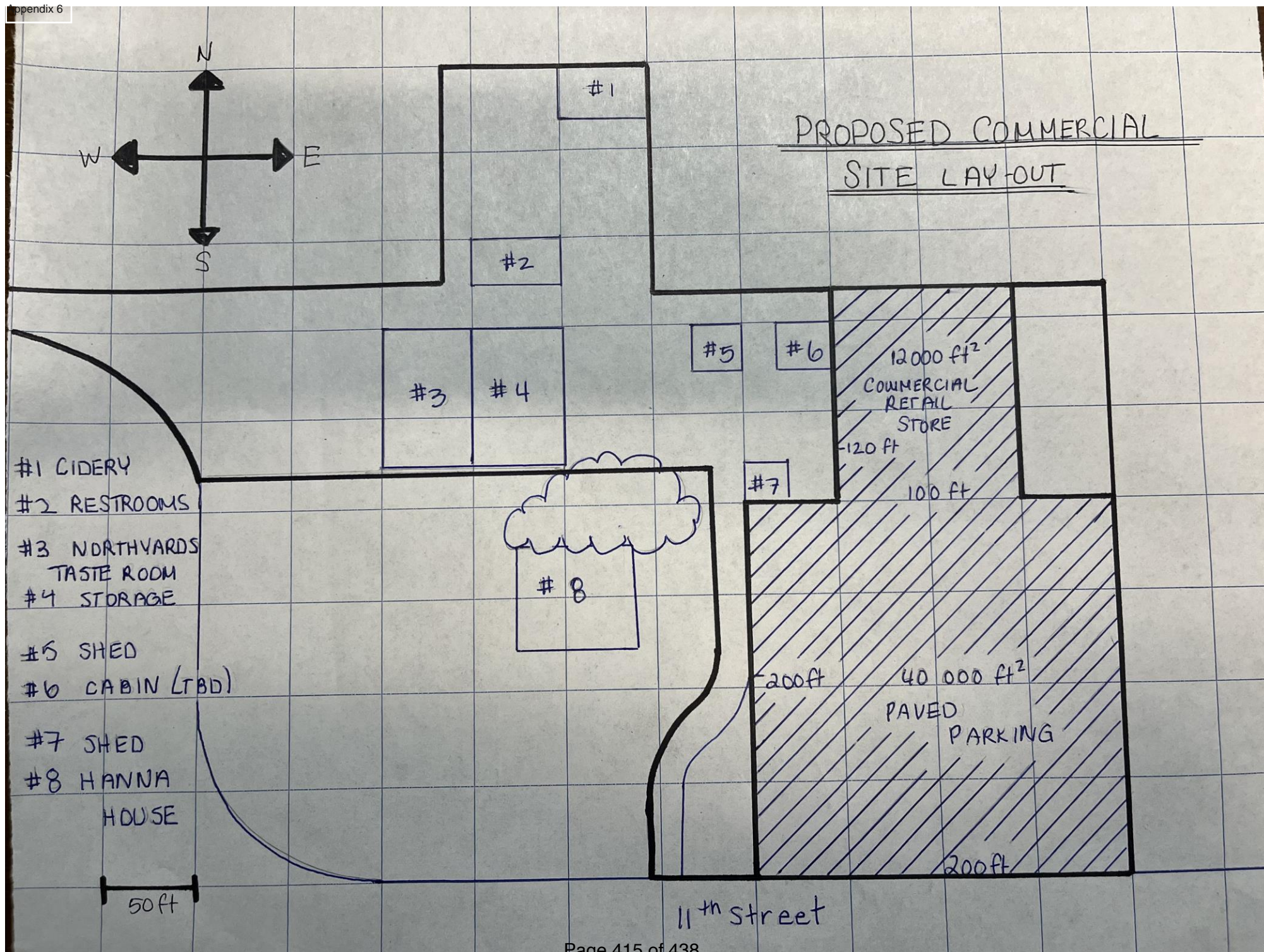
Parcels	Acreage Reserve	Residential - Medium Density
Subject Property	Institutional	Residential - High Density
	Residential - Low Density	Commercial - Highway Service / Tourist

Zoning Map

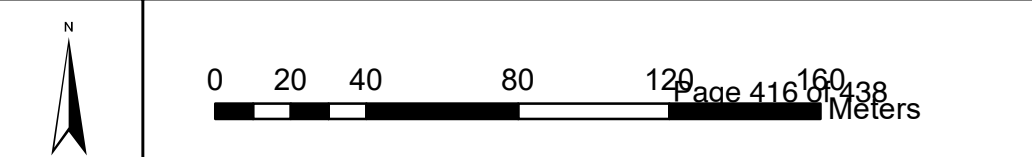






Legend

	Parcels		A-2		C-5		R-5		R-11
	Subject Property		C-3		C-6		R-6		R-14
			C-4		P-3		R-10		



Proposed CD-24 Zone



Legend	
	Parcels
	Subject Property
	CD-24 Zone
	A-2 Zone

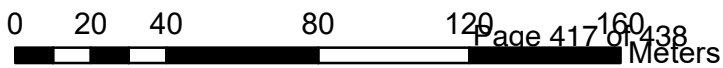
Proposed CD-24 Zone

46 Ave NE

30 St NE

11 Ave NE

Trans Canada Highway



Legend

 Parcels

 CD-24 Zone

 Subject Property



1. Looking north from 11 Avenue NE. View of the Hanna House.



2. Facing east. View of 11 Avenue NE parallel to the Trans Canada Highway.



3. Facing west. View of 11 Avenue NE parallel to the Trans Canada Highway.

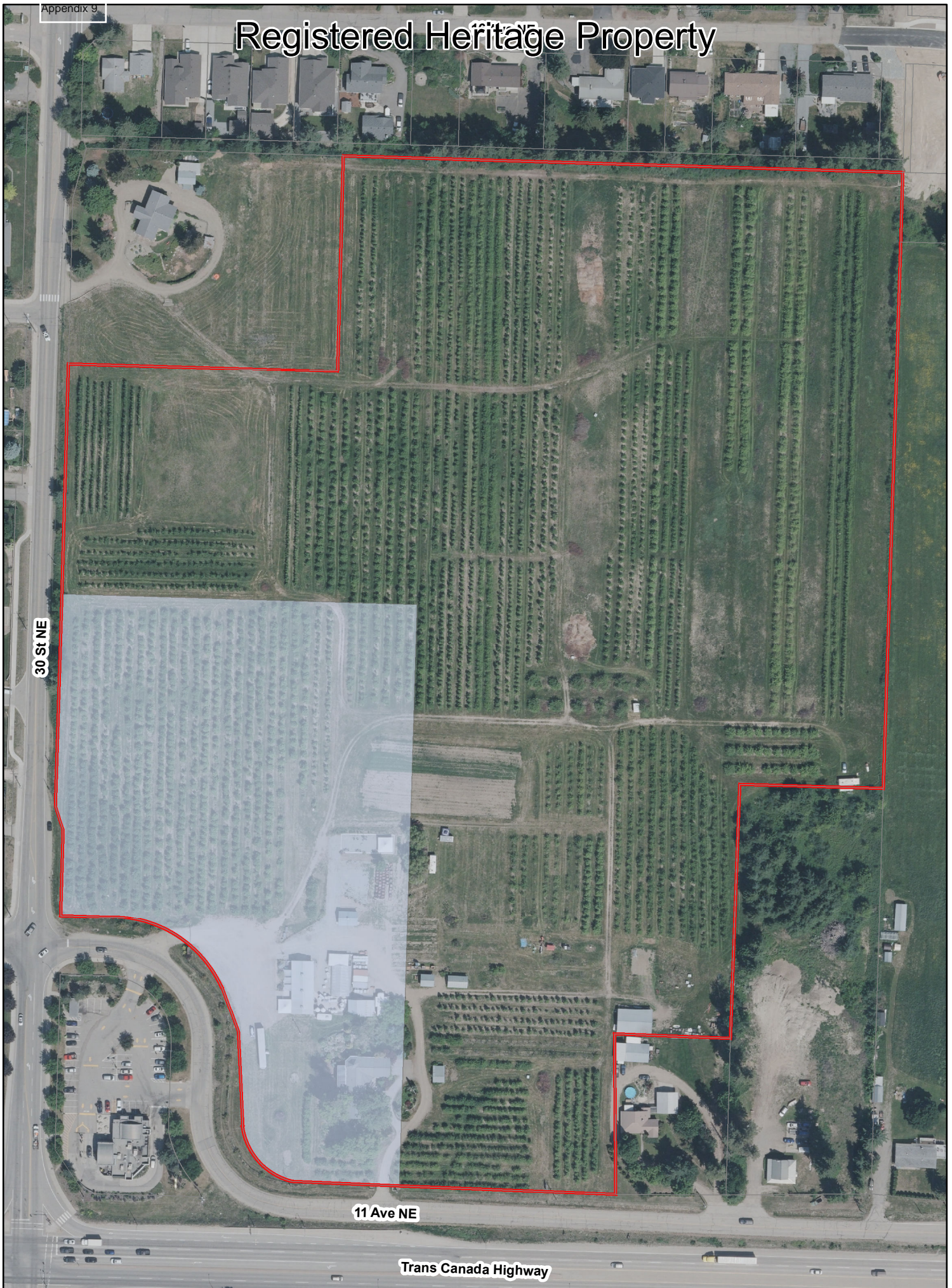



4. Facing east. View of the proposed location for the commercial operations.



5. Facing west. View of restrooms and storage.

Registered Heritage Property








0 20 40 80 120 160
Meters

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Legend

	Parcels		Heritage Properties
	Subject Property		

47

Dodd/Hanna Orchards
3181 11 Avenue NE
Salmon Arm, B.C.
1907

Description

Dodd/Hanna Orchards is a 4 hectare (10 acre) parcel of land northeast of the intersection of the Trans Canada Highway and 30 Street NE fronting 11 Avenue NE in the North Broadview area of Salmon Arm, British Columbia. The farm contains orchards that extend onto adjoining properties to the north and east, a house, and a farmer's market and garden centre. The historic place includes the buildings and the site.



City of Salmon Arm photo

Values

Originally established in 1907 by Edwin and Sarah Dodd, great-grand parents of the present Hanna family, Dodd/Hanna Orchards is valued for its historic and cultural significance within the community, particularly for its continuous association with the Hanna family and as one of the oldest active orchards in Salmon Arm.

Although the letters patent for the original acreage were received as early as 1899, the orchards were not established until 1907 when Edwin and Sarah Dodd took ownership. The orchards are still active 106 years later and in recognition of this achievement, Dodd/Hanna Orchards received its Century Farm Award in 2007. Over time, the historic place has evolved to include other enterprises, including a thriving expanded farm sales and garden centre business, but Dodd/Hanna Orchards symbolizes the enduring presence of orchards and agriculture within the community.

The house on the property is significant, as the original Arts and Crafts inspired, wooden shake clad house is still standing, although it has been renovated, stuccoed and added to over the years as various family members have occupied it. It was constructed circa 1922 by Fred Dodd, son of Edwin and Sarah, and is an integral part of the continued operation of the orchards. Ownership passed to Adella Hanna, daughter of Edwin and Sarah. Members of the Hanna family currently reside in the house.

Dodd/Hanna Orchards is also important for its association with James Cuthbert (Bert) and Adella (Della) Hanna. Bert Hanna served on the municipal Council for six years, was a member of the Salmon Arm Farmers' Exchange and a governor of the British Columbia Fruit Growers Association.

Character Defining Elements

Key elements that define the heritage character of Dodd/Hanna Orchards include:

Site:

- Received its Century Farm Award in 2007
- Active orchards covering most of the site
- Continued agricultural use, including fruit growing, the farmer's market and garden centre
- Association with the Dodd/Hanna family

Buildings:

- Arts and Crafts inspired original design
- Original structure incorporated into the current residence, which is occupied by members of the Hanna family
- Gable dormers on second storey
- Agricultural use of accessory buildings on the farm



***Memorandum from the
Engineering and Public
Works Department***

TO:	Gary Buxton, Director of Planning
DATE:	November 13, 2024
PREPARED BY:	Chris Moore, Engineering Assistant
APPLICANT:	Brad Demille, 3710 10 Avenue SW, Salmon Arm, BC, V1E 3K1/ Harpal Sidhu
SUBJECT:	ZONING AMENDMENT APPLICATION FILE NO. ZON- 1301
LEGAL:	Lot 2, Section 19, Township 20, Range 9, W6M, KDYD, Plan EPP95531
CIVIC:	3181 11 Avenue NE

Further to your referral dated September 17, 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 recommends that it 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 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 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. 30 Street NE, on the subject property's western boundary, is designated as an Urban Arterial Road standard, with an ultimate 25.0m road dedication (12.5m on either side of road centerline). Although the City only requires an Interim total of 20.0m of road dedication (10.0m on either side of road centerline) at this time, all building setbacks will be required to conform to the ultimate 25.0m cross section. Available records indicate that no additional road dedication is required (to be confirmed by BCLS). However the City will require a statutory right of way for an additional 2.5m beyond the current road dedication for the construction of a multi-use path, to be constructed at the applicant/developers cost.
2. 30 Street NE is currently constructed to an Interim Urban Arterial Road standard. Upgrading to the current Urban Arterial Road standard is required, in accordance with Specification Drawing No. RD-4. Upgrading may include, but is not limited to, road widening and construction, curb & gutter, multiuse path, boulevard construction, davit street lighting, street drainage and hydro and telecommunications. Owner / Developer is responsible for all associated costs.
3. 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).
4. 11 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, road widening and construction, curb & gutter, Multiuse Path, boulevard construction, davit street lighting, street drainage and hydro and telecommunications. Owner / Developer is responsible for all associated costs.
5. Owner / Developer is responsible for ensuring all boulevards and driveways are graded at 2.0% towards the existing roadway.
6. Additional dedication will be required at the intersection of 30 Street NE and 11 Avenue NE for the construction of a proposed roundabout.

Water:

1. The subject property fronts a 250mm diameter Zone 4 watermain on 30 Street NE and a 200mm diameter Zone 4 watermain on 11 Avenue NE. No upgrades will be required at this time.
2. Records indicate that the existing property is serviced by a 50mm service from the 200mm diameter watermain on 11 Avenue NE and may also have a domestic service to the house. Only one service to the property will be permitted to remain. All existing inadequate / unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.
3. The owner is required to upgrade the existing water system to comply with the requirements of the City's Cross Connection Control bylaw 3934.
4. Fire protection requirements to be confirmed with the Building Department and Fire Department.
5. 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 30 St NE and the western portion of 11 Avenue NE. No upgrades will be required at this time.
2. Records indicate that the existing property is serviced by a 100mm service from the sanitary sewer on 11 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 sanitary capacity concerns according to the City Sanitary Study (Urban Systems 2016).

Drainage:

1. The subject property fronts a 300mm diameter storm sewer on 30 St NE, a 250mm diameter storm sewer on 11 Avenue NE and a storm drainage pond exists on the subject property within a right of way. No upgrades are anticipated at this time, unless required for road drainage.
2. Records indicate that the existing property is not currently serviced with City storm.
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) and Category B (Pavement Structural Design) is required.



Chris Moore
Engineering Assistant



Jenn Wilson P.Eng.
City Engineer



Ministry of
Transportation
and Infrastructure

**DEVELOPMENT SERVICES
PRELIMINARY BYLAW
COMMUNICATION**

Your File #: ZON-1301
eDAS File #: 2024-04766
Date: Nov/08/2024

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

Attention: Kathy Frese

Re: Proposed Bylaw ZON- 1301 for:

**3181 11 Avenue NE, City of Salmon Arm
PID: 030-958-768; Lot 2 Section 19 Township 20 Range 9 West Of The 6th
Meridian Kamloops Division Yale District Plan EPP95531**

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 Salmon Arm Development Services at (250) 712-3660.

Yours truly,

Darshdeep Sidhu

Darshdeep Sidhu
Development Services Officer

Local District Address
Salmon Arm Area Office Bag 100 Stn Main Salmon Arm, BC V1E 4S4 Canada Phone: (250) 712-3660 Fax: () -

SECTION 62 - CD-24 – COMPREHENSIVE DEVELOPMENT ZONE- 24

Purpose

- 24.1 The CD-24 *Zone* is intended to provide for the year-round retail sale of farm produce on land within the Agricultural Land Reserve.

Regulations

- 24.2 On a *parcel zoned* CD-24, 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-24 *Zone* or those regulations contained elsewhere in this Bylaw.

Permitted Uses

- 24.3 The following uses and no others are permitted in the CD-24 *Zone*:

- .1 retail sale of farm produce;
- .2 *agriculture in accordance with the Agricultural Land Commission.*
- .3 *mobile food vending; #4240*
- .4 *outside vending; #2837*
- .5 *accessory use.*

Accessory Use

- 24.4 The following *accessory uses* and no others are permitted in the CD-24 *Zone*:

- .1 retail sale of confectioneries and soft drinks;
- .2 retail sale of packaged food stuffs;
- .3 retail sale of bedding plants, processed fruits, shrubs or trees and plant food;
- .4 retail storage of produce
- .5 retail sales of arts and crafts. *#3768*

Maximum Parcel or Site Coverage

- 24.5 The maximum *parcel* or *site* coverage for all *buildings* and *structures* shall be 40% of the *parcel* or *site* area.

Maximum Height of Principal Buildings

- 24.6 The maximum *height* of the *principal buildings* shall be 10.0 metres (32.8 feet).

Minimum Parcel Size or Site Area

- 24.7 The minimum *parcel* size or *site* area shall be 1,000.0 square metres (10,764 square feet).

Minimum Parcel or Site Width

- 24.8 The minimum *parcel* or *site* width shall be 20.0 metres (65.6 feet).

Minimum Setback of Principal Building

- 24.9 The minimum *setback* of the *principal building* from all *parcel* lines shall be 6.0 metres (19.7 feet).

Maximum Sales Floor Area

- 24.10 The maximum sales *floor area* shall be 1200.0 square metres (12,916.7 square feet). *#3768*

Outside Storage

- 24.11 Outside storage shall be screened as per Appendix III.

Parking and Loading

- 24.12 Parking and loading shall be required as per Appendix I. *#3768*

Barb Puddifant

From: Caroline Wiebe [REDACTED]
Sent: Thursday, April 10, 2025 11:24 AM
To: Barb Puddifant
Subject: [External] Zoning bylaw2303

I live in the strata at 1341-30 St NE, so am across 30th St from this proposed development. I have no issues with the development itself, as I believe it will enhance the neighborhood, and I look forward to their opening.

But I do have a concern with the traffic at the intersection of 30th St, and 11th Ave NE. This intersection is already a bottleneck, and somewhat unsafe for vehicles, and especially for pedestrians. The school traffic, and Wednesday organic market traffic, Askews, and SASCU traffic and Setters traffic in their tight driveway so close to the intersection, and McDonalds traffic is a problem.

I can only imagine that DeMilles will bring extra traffic along with lots of summer vacationing traffic. That intersection needs crosswalks, and better traffic flow. Maybe a traffic circle? Pedestrian cross walks?

Thank you for your consideration in this regard.

Caroline Wiebe
[REDACTED]

CITY OF SALMON ARM
NOTICE OF PUBLIC HEARING

Notice is hereby given that the Council of the City of Salmon Arm will hold a Public Hearing virtually and in the **Council Chambers at City Hall**, 500 – 2 Avenue NE, Salmon Arm, British Columbia, on **Monday, April 14, 2025 at 7:00 p.m.**

Proposed Amendments to Zoning Bylaw No 2303:

- 1) To add Section 62 – CD-24 (Comprehensive Development Zone-24); and
- 2) Proposed Rezoning of Lot 2, Section 19, Township 20, Range 9, W6M, KDYD, Plan EPP95531 from A-2 (Rural Holding Zone) to CD-24 (Comprehensive Development Zone)

Civic Address: 3181 11 Avenue NE

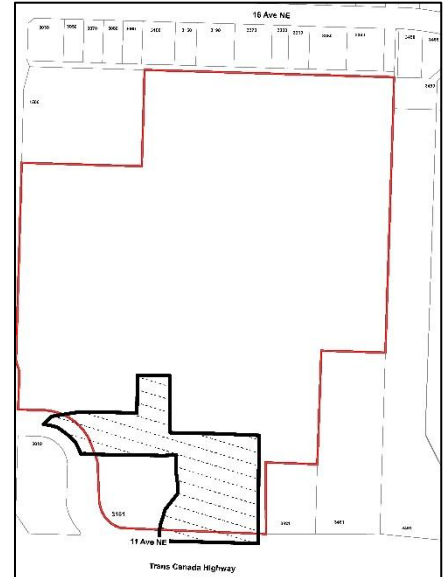
Location: Northeast of the Trans Canada Highway and 30 Street NE on the North side of 11 Ave NE

Present Use: Agricultural use

Proposed Use: to split zone parcel to permit relocation of a Commercial Farm Market (DeMille's)

Owner / Agent: 1424762 BC Ltd./B. DeMille and H. Sidhu

Reference: ZON-1301/ Bylaw No. 4696 & Bylaw No. 4697



The staff report for the proposal is available for viewing on the City of Salmon Arm website at <https://www.salmonarm.ca/431/Public-Hearing-Notices>, from April 3 to April 14, 2025 inclusive. If you are interested or affected by the proposed bylaw and wish to review the additional information, contact the Planning Department at 250.803.4010 or planning@salmonarm.ca prior to the hearing.

Meetings are being held in person and virtually. If you wish to attend virtually, a link to the virtual meeting is available in the Agenda section on our website at www.salmonarm.ca.

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

Rhonda West, Corporate Officer

SA Observer April 3 and 10

CITY OF SALMON ARM

BYLAW NO. 4697

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:

SECTION 62 – CD-24 – COMPREHENSIVE DEVELOPMENT ZONE-24

Purpose

- 24.1 The CD-24 *Zone* is intended to provide for the year-round retail sale of farm produce on land within the Agricultural Land Reserve.

Regulations

- 24.2 On a *parcel zoned* CD-24, 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-24 *Zone* or those regulations contained elsewhere in this Bylaw.

Permitted Uses

- 24.3 The following uses and no others are permitted in the CD-24 *Zone*:
 - .1 retail sale of farm produce;
 - .2 *agriculture in accordance with the Agricultural Land Commission.*
 - .3 *mobile food vending; #4240*
 - .4 *outside vending; #2837*
 - .5 *accessory use.*

Accessory Use

- 24.4 The following *accessory uses* and no others are permitted in the CD-24 *Zone*:
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Maximum Parcel or Site Coverage

24.5 The maximum *parcel* or *site* coverage for all *buildings* and *structures* shall be 40% of the *parcel* or *site* area.

Maximum Height of Principal Buildings

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Minimum Parcel Size or Site Area

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24.9 The minimum *setback* of the *principal building* from all *parcel* lines shall be 6.0 metres (19.7 feet).

Maximum Sales Floor Area

24.10 The maximum sales *floor area* shall be 1200.0 square metres (12,916.7 square feet). #3768

Outside Storage

24.11 Outside storage shall be screened as per Appendix III.

Parking and Loading

24.12 Parking and loading shall be required as per Appendix I. #3768

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. 4697**”

READ A FIRST TIME THIS 10 DAY OF March 2025

READ A SECOND TIME THIS 10 DAY OF March 2025

READ A THIRD TIME THIS DAY OF 2025

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

For Minister of Transportation & Transit

ADOPTED BY COUNCIL THIS DAY OF , 2025.

MAYOR

CORPORATE OFFICER

CITY OF SALMON ARM

BYLAW NO. 4696

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 April 14, 2025 at the hour of 7:00 p.m. was published in the April 3, 2025 and April 10, 2025 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 19, Township 20, Range 9, W6M, KDYD, Plan EPP95531 from A-2 (Rural Holding Zone) to CD-24 (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.

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READ A SECOND TIME THIS 10 DAY OF March 2025

READ A THIRD TIME THIS DAY OF 2025

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

For Minister of Transportation & Transit

ADOPTED BY COUNCIL THIS DAY OF , 2025.

MAYOR

CORPORATE OFFICER

Schedule "A"

