



# COLUMBIA SHUSWAP REGIONAL DISTRICT

## Regular Board Meeting

### LATE ITEMS AGENDA

Date: Thursday, July 20, 2017  
Time: 9:30 AM  
Location: CSRD Boardroom  
555 Harbourfront Drive NE, Salmon Arm

Pages

\*3. 9:35 AM Gift Presentation to Susan Abbott, Community Parks and Recreation Planner

5. Delegations

\*5.2 CANCELLED: David Miege, Resident of Sunnybrae, Electoral Area C

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Mr. Miege has advised that he is unable to attend the Board meeting. The request remains on the agenda in the Business by Area section.

Requesting support from the Board to change the name of Robinson Creek Community Park in Sunnybrae to 'Roy Sharp Community Park' in memorial of Roy Sharp, longtime resident of Sunnybrae who lost his life in the Robinson Creek mudslide on May 5, 2017.

Link to the petition on Change.org here.

7. Reports

\*7.3 Area C Governance Committee Meeting Minutes - June 29, 2017

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*Motion*

THAT: the minutes of the June 29, 2017 Area C Governance Committee meeting be received for information.

8. Business General

\*8.5 Sirvio Subdivision – Satisfaction of Parkland or Payment Deferral Agreement  
Electoral Area E

15

Report from Ryan Nitchie, Team Leader, Community Services, dated July 14, 2017.

Landowners have satisfied the conditions of the Parkland Deferral Agreement and the Section 219 Covenant (Land Title Act) can be discharged.

**Motion**

THAT: the Board approve the discharge of Parkland Covenant CA2727941 modified by CA3248840 registered over Strata Lots 1-6 inclusive, Section 22, Township 22, Range 7, W6M, KDYD, Plan EPP8484.

**Motion**

THAT: the Chief Administrative Officer be authorized to execute all related documents to affect the discharge of Parkland Covenant CA272941.

**10. Administration Bylaws****\*10.3 Rail Corridor Trail Service - Alternative Approval Process Outcome 19**

Declaration of Corporate Officer - Certificate of Alternative Approval Results - Rail Corridor Trail Service Establishment and Loan Authorization.

Bylaws scheduled for consideration of Adoption - Elector Approval received through the Alternative Approval Process:

- Rail Corridor Trail Service Establishment Bylaw No. 5755  
and
- Rail Corridor Trail Service Loan Authorization Bylaw No. 5756

**Note to Board - For Information:**

**Outcome of Alternative Approval Process - North Okanagan/Shuswap Rail Corridor Trail Service and Loan Authorization - Regional District of North Okanagan - attached to the Late Agenda.**

**Motion**

THAT: the certificate of results, Alternative Approval Process, Rail Corridor Trail Service Establishment and Loan Authorization, be received by the Board this 20th day of July, 2017.

**\*10.4 Rail Corridor Trail Service Establishment Bylaw No. 5755 21****Motion**

THAT: the Rail Corridor Trail Service Establishment Bylaw No. 5755 be adopted this 20th day of July, 2017.

**\*10.5 Rail Corridor Trail Service Loan Authorization Bylaw No. 5756 24****Motion**

THAT: the Rail Corridor Trail Service Loan Authorization Bylaw No. 5756 be adopted this 20th day of July, 2017.

16. Planning Bylaws

- \*16.2 **Electoral Area C: Electoral Area 'C' Official Community Plan Amendment (Shuswap Lake Estates) Bylaw No. 725-8 and South Shuswap Zoning Amendment (Shuswap Lake Estates) Bylaw No. 701-87** 26

Report from Dan Passmore, Senior Planner, dated July 7, 2017.  
Golf Course Drive, Blind Bay.

**Appendix-A-Policies attachment corrected in the Late Agenda.**

***Motion***

THAT: "Electoral Area 'C' Official Community Plan Amendment (Shuswap Lake Estates) Bylaw No. 725-8" be read a third time this 20th day of July, 2017.

***Motion***

THAT: "South Shuswap Zoning Amendment (Shuswap Lake Estates) Bylaw No. 701-87" be read a third time this 20th day of July, 2017.

***Motion***

THAT: "Electoral Area 'C' Official Community Plan Amendment (Shuswap Lake Estates) Bylaw No. 725-8" be adopted this 20th day of July, 2017.

***Motion***

THAT: "South Shuswap Zoning Amendment (Shuswap Lake Estates) Bylaw No. 701-87" be adopted this 20th day of July, 2017.

- \*16.3 **Electoral Area C: South Shuswap Zoning Amendment (CSRSD)** 95

Report from Candice Benner, Development Services Assistant, dated April 28, 2017.

**An amendment to address third party advertising signs for Cedar Heights Community Association and Sorrento Memorial Hall.**

***Motion***

THAT: "South Shuswap Zoning Amendment (CSRSD) Bylaw No. 701-86", be read a third time, this 20<sup>th</sup> day of July, 2017.

**Laura Schumi**

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**From:** Lynda Shykora  
**Sent:** Tuesday, June 20, 2017 8:48 AM  
**To:** David Miede  
**Cc:** Laura Schumi; Ryan Nitchie  
**Subject:** RE: delegation request CONFIRMED d miede for July 20, 2017 CSRD Board meeting, 10:30 am

Good morning, David,

This email message is to CONFIRM your request to attend the CSRD Board meeting as a Delegation on Thursday July 20, 2017. The delegation time will be 10:30 AM.

The email that you have provided below is sufficient for the background information in relation to the presentation topic which is to request a change in the name of a community park to Roy Sharp Community Park.

Our office will be in touch with you closer to the Board meeting date, and we will also provide a link to the July 20 2017 Board agenda to you, once the agenda is finalized.

Regards,  
Lynda Shykora  
CSR

**From:** David Miede [mailto:david@bastionranch.com]  
**Sent:** Monday, June 19, 2017 11:00 AM  
**To:** Lynda Shykora <LShykora@csrd.bc.ca>  
**Subject:** RE: delegation request d miede for July 20, 2017 CSRD Board meeting

Dear Lynda,

My apologies for not attaching all the required documents for the delegation request. I assume this email with its details will suffice as the letter that should have been submitted.

The purpose of the delegation is to petition the board of directors of the CSRD to approve a change to the name of Robinson Creek Community Park, to Roy Sharp Community Park.

On May 5, the residents and visitors of Sunnybrae, Tappen, Salmon Arm, and beyond, lost a well loved and respected member of our community in the Robinson Creek landslide. Roy Sharp was always willing to help out his friends and neighbors. He is known as a kind and gentle person who took value in his role in the community. Even people who did not personally know him recognized him and a friendly wave on his many walks along Sunnybrae Road. The intensity and extent of this tragedy is unprecedented amongst our community.

We currently have in access of 235 signatures in support of the proposed name change after only 6 days.

Our community park is not appropriately named, as the creek does not even enter the park. Furthermore, the sign to the park is heavily damaged and needs replacing. Replacing the sign with "Roy Sharp Community Park" would be a great memorial to a long-time resident of the area, and bring greater meaning to the name of our community park.

Thank you,

David Miede



**From:** Lynda Shykora [<mailto:LShykora@csrd.bc.ca>]  
**Sent:** Monday, June 19, 2017 9:50 AM  
**To:** David Miede <[david@bastionranch.com](mailto:david@bastionranch.com)>  
**Cc:** Ryan Nitchie <[RNitchie@csrd.bc.ca](mailto:RNitchie@csrd.bc.ca)>  
**Subject:** FW: delegation request d miede for July 20, 2017 CSRD Board meeting

Good morning, David,

In response to the attached Delegation request to attend the CSRD's July 20, 2017 Board meeting as a delegation, please submit a letter, or other appropriate document(s), to our office that provides the background information to the request.

Once we have received that additional information, it will be reviewed and we will advise if we are able to confirm the Delegation request for the July 20 Board meeting.

For your information, we would accommodate no more than 3 delegations for each meeting. Currently we have two delegations already confirmed, and one other organization with a tentative delegation request.

If your preference is to attend the 20<sup>th</sup> of July to appear as a Delegation, please provide the background details as soon as possible, because the delegations are accommodated first come, first served.

Also, for your information, the first 2 confirmed delegations are timed for 10 AM, then 10:15 AM, respectively. The third delegation would, most likely, be scheduled for 10:30 AM.


Each delegation is given 15 minutes to present the information, including time to respond to any questions from Board Directors.

If you need anything else, please don't hesitate to contact me.

Regards,

**Lynda Shykora** | Deputy Manager  
Corporate Administration Services  
**Columbia Shuswap Regional District**  
T: 250.833.5939 | F: 250.832.3375 | TF: 1.888.248.2773  
E: [lshykora@csrd.bc.ca](mailto:lshykora@csrd.bc.ca) | W: [www.csrd.bc.ca](http://www.csrd.bc.ca)



 Please consider the environment before printing this e-mail

This e-mail is CONFIDENTIAL. If you are not the intended recipient, please notify me immediately and delete this communication, attachment or any copy. Thank you.

**From:** David Miede [<mailto:david@bastionranch.com>]  
**Sent:** Thursday, June 15, 2017 2:59 PM  
**To:** Lynda Shykora <[LShykora@csrd.bc.ca](mailto:LShykora@csrd.bc.ca)>  
**Subject:** delegation request d miede

Hello, please find attached my request to appear as a delegation. Thank you!  
David



## REQUEST TO APPEAR AS A DELEGATION

Name of Person or Organization:	David Miège
Topic of Discussion:	Request to change the name of our local park to "Roy Sharp Community Park"
Purpose of Presentation:	<input type="checkbox"/> Information Only <input checked="" type="checkbox"/> Requesting Support <input type="checkbox"/> Requesting Funding <input type="checkbox"/> Other (provide details)  <u>Note:</u> A letter outlining the Request or the Information must accompany the Delegation Request form.
Contact Information:	Address: 6494 Sunnybrae Road, Tappen Phone Number: 250 835 4314 Email Address: david@bastionranch.com
Meeting Date Requested:	July 20

**Presentation Materials-** Delegation Request forms and Supporting documentation **are due** to Corporate Administration Services for the agenda package **by 9am on the Tuesday one full week before the meeting**. If you wish to include a PowerPoint presentation within the Board Agenda package, in order to provide an opportunity for the Board members to review the information prior to the Board meeting date, please submit it by 9am Tuesday, prior to the meeting. Alternately, a PowerPoint presentation may be made at the Board meeting, provided you have supplied it to the CSRD offices at least three days prior to the actual meeting (the Monday prior to the meeting).

Send your completed **Request to Appear as a Delegation Form** to:

Columbia Shuswap Regional District  
 Attention: Deputy Manager of Corporate Administration  
 via email: [admin@csrd.bc.ca](mailto:admin@csrd.bc.ca)  
 or to: PO Box 978, Salmon Arm BC V1E 4P1  
 or via Fax: 250-832-3375

Your delegation is not confirmed until you are contacted by CSRD staff to confirm your place on the agenda. Please note that your Delegation request may not necessarily be approved for the date requested due to a maximum number of delegations, other commitments, or a particularly heavy Board Agenda of business items.

**Please note the following information:**

1. A fifteen (15) minute time limit is in effect regardless of the number of people in your delegation who wish to speak. Try to leave time for questions.
2. The name of the person and/or group will be published in the agenda and minutes (available to the public and on the CSRD website).
3. If your supporting material is not published in the agenda, bring sufficient handouts for the Board members and staff (15 copies minimum).
4. An immediate answer to your question may not be provided. The request or issue may be referred to staff for more information or to another meeting for further consideration, or it may simply be received.
5. Delegations with regard to any aspect of an Official Community Plan, Zoning or Land Use application/bylaw are prohibited between the conclusion of the Public Hearing and the Adoption of the bylaw.
6. All communication and petitions intended to be presented to the Board must be legibly written, typed, or printed; signed by at least one person; dated; and include a contact phone number or address before being accepted.

**Other Suggestions**

- Arrive 15 minutes in advance of your delegation start time.
- Turn off cell phones and pagers.
- Be prepared and speak clearly.
- Keep your presentation brief and to the point.
- Provide the Recording Secretary with any relevant notes if they have not been handed out or published in the agenda.

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**For Office Use Only:**

Approved                       Declined                       Other

Appearance Date: \_\_\_\_\_

Applicant informed of appearance date on: \_\_\_\_\_

By: \_\_\_\_\_

Date: \_\_\_\_\_



## AREA C GOVERNANCE COMMITTEE MINUTES

### THURSDAY JUNE 29, 2017 SORRENTO MEMORIAL HALL

PRESENT: Don Patterson (Notch Hill), Karen Brown (Shuswap Lake Estates), Cal Heschuk (Sorrento), Edith Rizzi (Sunnybrae Hall), Lenore Jobson (Sunnybrae Seniors), Larry Stephenson (Carlin), Steve Wills (Cedar Heights), Andy Bartels (McArthur Heights/Reedman Point), Gareth Seys (South Shuswap Chamber of Commerce), Paul Demenok (Director, Electoral Area C) and Facilitators Allan Neilson & Juliet Anderton

REGRETS: Henry Schnell (Eagle Bay) & Renee Rebus (White Lake)

#### MEETING CALLED TO ORDER AT 6:05 PM

Chair Steve Wills introduces the Governance Study Committee to those sitting in the public gallery. Committee member Karen Brown is appointed to take the Minutes. On behalf of the committee, Chair Wills gives thanks to Karen for taking the meeting minutes to date.

Chair Wills calls for adoption of the June 15, 2017 Minutes: MOVED/SECONDED Larry Stephenson/Andy Bartels CARRIED.

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#### PUBLIC ENGAGEMENT FINDINGS

Allan Neilson then takes over to give an in-depth summary of the findings. He reminds the public that the job of the governance steering committee was to:

- a) learn about and document what is in place today ie governance framework and also service delivery: what's available and how services are paid for;
- b) guide the consulting team in the public process; and
- c) based on everything learned and from input received from the public, to determine whether or not there is a need for improvement either in current delivery of governance or to look at some alternatives, one of which could be incorporation. Other choices are available as well.

Allan indicates that the engagement process was fairly robust. A number of meetings were added to the initial proposal to ensure that all areas were represented. All in all there were 6 open houses, 216 surveys received online and three public meetings, two of which were highly attended. Karen Brown also adds that a formal position paper was received from the South Shuswap Chamber of Commerce, representing 110 members.

Juliet Anderton then takes over to go over the PowerPoint presentation to the public.

**Engagement Opportunities:** Over the course of the last few months, six open houses at Sorrento, Sunnybrae, White Lake, Eagle Bay, Notch Hill and Shuswap Lake Estates were hosted. Juliet shares that the consulting team was impressed with the attendance of the committee members at each of those functions.

A questionnaire had been launched and a governance study invitation to community groups to do presentations at their meetings. All meetings held have been open to the public – solid attendance as stated previously.

**Advertising:** Community engagement was by direct delivery via a 2 page flyer to 2000 households, 4 paid print ads, CSRD e blasts, Area Director stories in local media, twitter, facebook and direct contact made by Governance Study Committee members to others in their respective circles.

**Educational Opportunities:** A deeper report and a smaller overview ‘Getting to Know Area C’ were posted on the CSRD website and available for distribution at public meetings and open houses.

**Open House Public Feedback:** Overall, not a lot of strong opinions where people came to an open house with a specific issue. Some of the themes that came out of the Open Houses were a general appreciation for inviting the public to go out to the community to learn about governance. There is a specific ‘flavour recognizing urban and rural issues’ in Area C. In the rural areas there was a sense that generally people are quite okay with the status quo. More curiosity arose in the urban areas ie Sorrento and Blind Bay asking ‘what other options are out there and should they be explored, and if so, what are the costs?’

Across the region (Area C), cost to taxpayers was raised. Opinion was that the public may be prepared to pay for better services. Roads, pedestrian safety, autonomy and the voting model of the CSRD were all raised. Outer areas having a vote on Area C issues was concerning and left people feeling perplexed. There was a curiosity about general future impact of growth – what will Area C look like in 10, 20, 30 years and do we have the proper governance model in place to deal with ‘stuff’ down the road?

**Questionnaire Public Feedback:** As mentioned 216 responses were received. Graphs and charts were shared outlining responses.

With respect to the educational material provided BEFORE a person should take the survey, 80% of people reviewed it, 20% did not. The largest proportion of survey results came from Blind Bay and Sorrento but a good representation was received from the more rural areas as

well. Juliet comments that 80% taking the time to review the materials before taking the survey, in comparison to other surveys administered, is quite impressive.

Blind Bay responses were approximately 43% compared to the population of 3500 in that area. Roads, sewer, waste water, water quality were all big issues that came through loud and clear. Road, especially the maintenance and repair were a high concern.

When it came to top-of-mind issues, roads, sewer, water quality, police, planning, emergency services, autonomy, bylaw enforcement, building inspections and fire protection appeared in that order as top issues.

When prompted by the consulting team, and asked the question as to what improvements the public would suggest, governance, representation and autonomy in decision making was the topic that the public went to most.

Larry Stephenson adds that when first reading the findings, he was trying to come to grips with the idea that some of the responses didn't jive together ie level of satisfaction relative to level of importance. Knowing that responses to aimed questions might well differ from responses to top-of-mind issues, helped to solve the disconnect in the results reported from these two areas of the survey.

When asked about value for taxes, 55% agree we get good value, 31% are in disagreement.

With respect to representation, autonomy and governance, 32% of the population agreed that one director was sufficient while 50% said one director was not sufficient. Having a say in community decisions, 44% strongly agreed that there were ample opportunities to have a say in local decisions while 35% strongly disagreed or disagreed with that statement.

When posed with additional committees or commissions, 61% strongly agreed or agreed that having additional opportunities through committees would encourage more participation or advice on local levels; 14% disagreed.

When asked about fair and equitable representation, 27% agreed it was fair where as 80% strongly disagreed or somewhat disagreed on this view.

When asked if different governance options beyond the current system should be explored, 70% of respondents indicated that 'yes, it should be explored'; 13% expressed it should not.

With respect to decision making, 70% strongly agreed or agreed that Area C needs to have greater autonomy over their own decision making; 7% strongly disagreed and 6% somewhat disagreed.

Andy Bartels asks if these results are atypical or typical compared to other surveys done in other areas. Juliet responds that each area surveyed is very different. What she can share is

that at the open houses there was a very clear reason why people attended. Roads and highways were an issue. From the entire process she feels that there is a need for more information. It will give much more of a respectful outlook from one area to the next.

Allan adds that in Area D Okanagan Similkameen there are 7000 people. Salt Spring Island is also another. In those two particular examples, the consultants have found quite a bit of stress and tension which wasn't apparent in this study. There were specific service issues but not the disparaging issues causing infighting etc.

Consultants comments regarding their 'take' on the Open Houses is that some were nicely attended while others were not. At those meetings they heard specific issues, and a fair bit about representation. They got a sense of curiosity from the group as a whole with respect to representation, the ability for one director to make decisions in Area C, the voting system and autonomy. Overall, people would like to see another option or opportunity for governance but that takes getting the information first, which was favoured.

Juliet comments that at one of the open houses, Area C Director Paul Demenok was asked how he felt about this process and how he felt his workload was etc. That question to Director Demenok indicated that people weren't quite sure what their level of service should be; there was almost a sense of what people are expecting for their tax dollars.

Larry comments that through this process, Area C residents have a fairly good understanding of who we are; we share a common interest and have leadership that builds that in our area. The feedback we are getting indicates that the rural areas are more supportive of the status quo than are the urban areas. Larry also added here that the rural areas are understanding and supportive of the urban area's concerns about the pressures of continued growth and effective governance going forward.

### **Summarizing**

Allan takes over and goes over what the purpose of the Governance Study was all about. We were to document and assess current level of services, understand the concerns of residents re services and governance and identify future governance service options, if needed. This was not an incorporation study, however we explored if there was enough appetite to request a formal incorporation study. A volunteer group making up the Governance Study Committee turned out to 6 open houses and a recommendation by that committee, based on those engagement opportunities, survey input and face to face engagement in the community was to be made.

The mandate being set, through the process governance was explored, voting rules specified, voting procedure (which didn't always sit well with residents), talking about local services wherein CSRD is primary provider, plus sub regional and region wide, talked about service

categories, who participates and how much it costs, plus tax implications. Overview for each service groups, decisions and how they are made and how costs are recovered ie who pays and how much were explored. We went through the Tax Notice and took a sharper look at how costs are arrived at and brought to the residents through their annual notices. Governance options were explored to get us into the frame of mind as to how things should be run.

Turning the committee's attention to the options available, Allan then went through the three choices to consider:

### **STATUS QUO**

Nothing changes in the governance model however through the added use of committees or commissions, there could be more 'say'.

### **INCORPORATION**

New municipality in a portion of Area C, using the findings from the public engagement. A new committee working with the Province and the CSRD would need to choose appropriate study boundaries for a new municipality. Assess cost and tax implications for incorporated and remaining unincorporated areas (which would then form a new Area C). Assess impact on farm properties as farm lands don't get all of the tax benefits under a municipality so that would need addressing.

### **NEW ELECTORAL AREA**

Divide Area C into two resulting (C1 & C2 for example). With two electoral areas, you could have two directors making decisions, thereby reducing the current director's workload. Others at the CSRD Board level are still involved in the decision making like they are today so nothing would change in that regard. Local roads and policing would still be at the provincial level. Tax implications would affect both new electoral areas.

Gareth asks about land use and planning and autonomy in those areas to which Allan replies that under this third option, decisions would be made by directors from all electoral areas for Area C, like those decisions are made currently. Community Parks for example could be made between the two directors if they shared the service.

Another option Allan discusses relates to local community commissions. There are a handful in BC and they tend to be applied to more remote areas that have specific local service issues. Local community commissioners are elected by residents; a body of 5 including the Electoral Area Director can make up an advisory body or as a decision making body. As the consultants did not hear a lot about services not getting attention with the exception of roads, they feel that this option would not be one to consider for this area.



Other service commissions – they tend to be ones involving collections of electoral areas. They have these in the Okanagan – again not the best for this area.

Regional District Model or other models: perhaps setting up a parks commission or recreation commission is possible under any governance model.

Boundary Changes to take some of Electoral Area C and annex to Salmon Arm or another electoral area was brought up and deemed not a good choice for this area.

At one Open House, Allan states that a gentleman brought up the idea of redoing the boundaries of the CSRD to match the watershed. While this is an intriguing and interesting idea, Allan feels that the Province would be reluctant to pursue this option.

Resort Municipality is the next option raised. Allan states there are two types: Mountain Resort Municipalities and Resort Areas. Taken together, Resort Municipalities have three defining characteristics to receive status and funding from the province: Higher proportion of hotel rooms relative to population, Hotel Room Tax and a resort development strategy endorsed by the province. This all being said, we do not fit the criteria, therefore this option cannot be explored.

## **ROUNDTABLE**

Chair Wills then asks each of the Governance Study Committee members to share his/her opinions and recommendations:

Larry Stephenson speaks in favour of an incorporation study to gather more information for a variety of reasons – relative to the level of satisfaction with services and the level of satisfaction comparing importance of those. CSRD is too huge a body to deal with specific issues; we could explore incorporating into a municipality that could be geared toward doing these types of things. Interesting challenge here would be how the boundary would be determined. From the committee's perspective, he recommends going to Stage 2 of the study.

Edith Rizzi gives kudo's to Area Director Paul Demenok for the job done. She states that as a whole, Area C is pleased with Director Demenok and the work that he puts into the job. Rural areas have sent a clear message that they'd like to be 'left alone' and they are quite satisfied. More populated areas are questioning their level of contentedness with the status quo. Although there have been no demands for incorporation, people are certainly supporting getting the numbers in Stage 2 of the study. She shares that there is certainly not representation on the CSRD Board and she supports Stage 2.

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Gareth Seys shares that the overall consensus seems to be less populous areas area content while the more populous areas are looking for options. He recommends exploring other governance options.

Cal Heschuk says that his feelings are already summarized. It's a 'no brainer' to go ahead and get the numbers in Phase 2 because it will give us the data we need. It is hard to make an informed decision with limited information and there is certainly enough interest to pursue the study because of the information it will provide.

Lenore Jobson found the Open houses interesting and informative. Presentations by Allan and Juliet were well received and encouraged participation. Residents had lots of questions and although they were curious, many residents were happy and didn't want changes. Only area she found was Blind Bay where they definitely wanted to see what the financial differences would be. She recommends Phase 2 of the study.

Andy Bartels shares that he is neutral on most issues. A few people he has engaged with state 'show me the number and we will talk'. Public wants to know how much it will cost and what is the value for those dollars? Roads are concerning and the costs associated. He is supportive of continuing to Phase 2 of the study and well as other governance options.

Don Patterson has watched the evolution of Area C for the past 40 years. Director's job is quite cumbersome. One of the things Don senses with this proposal is an urban vs rural type of feel. He feels that the regional district model is a lousy one to begin with and he feels that we are trying to make improvements to something that is essentially bad to begin with. He has one concern; the people who are ambivalent to this – there is risk in that. The decision made here will be meaningful and long lasting so we need to get some answers to support a solid decision. To that end, Don is supportive of Phase 2 of the study.

Karen Brown feels that getting to Phase 2 of the study is essential to get all of the information needed to make a well informed decision. This is a pivotal time in the community and it is to be explored thoroughly. One concern she also has is the 'coffee shop talk' that takes place in a community. Many hear misinformation and can base a referendum vote on misinformation or no information which would challenge making a properly informed vote.

Steve wishes for all three choices to be on the table. He is not opposed to an incorporation study but does not want that to be the only option.

For the record, Area Director Demenok adds that both Henry Schnell from Eagle Bay and Renee Rebus from White Lake have written indicating their support for proceeding to Stage 2 of a study.

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Allan explains that normally when it goes to referendum is that the community is asked 'are you happy with the status quo'. If they count the votes and people are generally happy, the second part of the referendum results are not needed. If the votes are counted and people are not happy, then the votes for the second part of the referendum as to governance options ie incorporation or adding a new electoral area (C1 & C2) are counted. Allan notes that the Province, based on the recommendation of the Board, will determine the exact process to follow.

Cal asks if the study shouldn't be called something else to which Allan replies it could be called a Restructuring Study.

Allan notes that the process of collecting data and examining impacts is essentially the same for a restructuring study and incorporation study.

When discussed as to how to properly present to the public, we don't want to give so many choices that our electoral area director has too 'wishy washy' of a proposal to take to UBCM (to the Province) in September. Our wants have to be clear and concise. Status Quo is always an option however it's not really needed on the proposal.

Larry wishes to clear up what might happen with the data collected through a further study. He perceives that the committee managing the next step might well examine the data and make the decision that neither a move to incorporation nor a move to restructuring would be worth pursuing. In that case, a referendum would not be required.

Whatever the information, we need to have a clear understanding of our community's needs. We need to have a clear vision to support the data, who has control in decision making. There will be development happening over the next 20 or 30 years; we need to plan for those changes.

Andy shares that 'we need to keep our eyes on the ball'. This is an academic exercise giving us a body of knowledge.

Allan shares two comments:

- a) Status Quo is always an option, and is a legitimate outcome of any restructure study. The Committee should not consider a study that settled on the status quo as the preferred option as a failure.
- b) Provincial Government like any other government is constitutionally responsible for local government structure throughout the province. The Province takes this responsibility very seriously, which is why these exercises tend to be long and involved. The Province will set out

the process to follow, and will determine what kind of question(s) to put to the public. Any significant change from the status quo will require a public vote.

Area Director Demenok is asked if he wants to add anything. He suggests a restructuring study. Andy Bartels & Karen Brown motion & second to proceed with a restructuring study. Chair Wills calls for a vote. Question of procedure arises as no further discussion was called for prior to the vote. Discussion ensues.

Larry raises the point that the wording needs to be more specific to provide guidance to the next step based upon the information that was returned through our study. Discussion and consultation as to how this might be achieved followed, then: Larry Stephenson moves/Andy Bartels seconds the following amendment, to clarify wording, to the initial motion:

**‘Based on its review of the current governance and service delivery frameworks, the South Shuswap Governance Committee recommends to the CSRD Board of Directors that a restructure study for Electoral Area C be undertaken and that the restructure study examine two options:**

**The incorporation of a portion of the electoral area; or**

**The division of the current Electoral Area into two Electoral Areas’**

Chair Wills calls for the vote. After no further discussion, **the vote to approve the amendment to the initial motion is UNANIMOUSLY CARRIED.**

Chair Wills then calls for the vote on the motion as amended. **UNANIMOUSLY CARRIED.**

#### **NEXT STEPS**

After completion of the Final Report, all of the feedback from the interim report and engagement sessions, a presentation will be made to the CSRD in August, 2017 by the Chair for the Governance Committee. After receiving in and approving the report, the CSRD Board would then make a submission to the Ministry of Community, Culture & Sport. A representative in Director Demenok’s absence would speak to the report in September at UBCM.

#### **PUBLIC QUESTIONS**

If, as a result of the restructuring study, there is a referendum on incorporating a part of Area C, do all voters get to vote or just those in the proposed incorporation area? There is clear impact to all not just the proposed area. Allan responds Ministry would look at what the impacts would be. All of the data would identify for the incorporated area what the impact would be re taxes etc. Impact would also be explored for outer lying areas as well.

---

Resort Municipalities – are roads still provincial – no, municipal.

Provision for Roads – if we were to incorporate, how does the municipality get monies to transition from the province? Amount paid by the province to keep the status quo in service for a period of five years. After that time, the municipality is on its own. Province will design a process and work with the committee to negotiate a transition plan.

Comment made by a resident feeling sensitive and offended by the term ‘coffee shop talk’, a term used by committee member Karen Brown. Karen apologizes if the resident was offended by the comment. The point being made by using ‘coffee shop talk’ was meant that through casual talk and interaction in the community, it is not uncommon in a small town, for the facts to become a tad mixed up or misinterpreted. As news travels through a small community, it can take on new forms. The comment made was not to insinuate or infer that anyone attending a coffee shop or any other public place is uneducated or uninformed.

Secondly, the resident also felt that the distinction between urban and rural in our area was off-point as we are all rural, to which the committee responded the better use of term could be ‘more populous and less populous’. Again, not meant to offend; simply to give distinction between the outer lying areas as opposed to Sorrento and/or Blind Bay.

Third comment made by the resident suggested that if only 216 surveys were completed out of 8000 residents, does that not signify that those who did not complete a survey or attend an open house are content? The argument given there was that while many are ambivalent and have many things to do, some may not have understood the significance of what was being discussed. Also, in a municipal, provincial or federal election, a small population might cast a vote – this does not necessarily mean that are happy and satisfied – you will never get your entire population voting on an issue.

Another member of the gallery suggests that if there is an incorporation, there will be a resulting cultural shift here.

Final comment: Relying on the recommendations of the consultants and governance team, given the surveys, the open houses, the public meetings and other submissions, there is enough interest to warrant further study.

**MEETING ADJOURNED 8:45 PM**

**Approved: STEVE WILLS, Committee Chair**

---



# BOARD REPORT

**TO:** Chair and Directors

**File No:** 6140 10 06

**SUBJECT:** Sirvio Subdivision – Satisfaction of Parkland or Payment Deferral Agreement – Electoral Area E

**DESCRIPTION:** Report from Ryan Nitchie, Team Leader, Community Services, dated July 14, 2017. Landowners have satisfied the conditions of the Parkland Deferral Agreement and the Section 219 Covenant (Land Title Act) can be discharged.

**RECOMMENDATION #1:** THAT: the Board approve the discharge of Parkland Covenant CA2727941 modified by CA3248840 registered over Strata Lots 1-6 inclusive, Section 22, Township 22, Range 7, W6M, KDYD, Plan EPP8484.

**RECOMMENDATION #2:** THAT: the Chief Administrative Officer be authorized to execute all related documents to affect the discharge of Parkland Covenant CA272941.

## SHORT SUMMARY:

A Parkland Deferral Agreement was entered into by the Board and the property owner at the time of subdivision in 2010. A restrictive covenant was placed on title as a requirement of the deferral agreement. In June 2017, payment in the amount of \$16,250 was received from the law firm representing the owners. As the conditions of the Parkland Deferral Agreement have now been satisfied, the covenant can be discharged.

---

**VOTING:** Unweighted  LGA Part 14  Weighted  Stakeholder   
Corporate (Unweighted) Corporate (*Weighted*)

---

## BACKGROUND:

The subject property is located in the Cambie-Solsqua Road area of Electoral Area E. The Board agreed to enter into a Parkland Deferral Agreement as a condition of satisfying the parkland dedication in accordance with the *Local Government Act*. The recommendation of staff was to accept cash-in-lieu of parkland dedication. The agreement was entered into prior to adoption of Policy No. F-16 "Parkland Dedication Deferral Fees" and therefore no interest was charged to the owners.

## POLICY:

Policy No. P-05 "Park Land Dedication as a Function of Subdivision" and Policy No. F-16 "Parkland Dedication Deferral Fees".

## FINANCIAL:

\$16,250.00 was received and credited to the Electoral Area E Parkland Acquisition Reserve. All costs associated with releasing the covenant are the responsibility of the owner.

**KEY ISSUES/CONCEPTS:**

The conditions of the deferral agreement are satisfied and authorization to remove restrictive covenants is required.

**IMPLEMENTATION:**

The Chief Administrative Officer will authorize the Form C Release and provide same to owners to execute for filing with the Land Title Office.

**COMMUNICATIONS:**

Jonathan Jones or Tracy Wilton of Nixon Wenger LLP, acting as agents on behalf of the land owners, will be advised.

**DESIRED OUTCOMES:**

The Board approve the recommendations and the covenant be discharged.

**BOARD'S OPTIONS:**

1. *Endorse the Recommendation.*
2. *Deny the Recommendation.*
3. *Defer.*
4. *Any other action deemed appropriate by the Board.*

**LIST NAME OF REPORT(S) / DOCUMENT(S) AVAILABLE FROM STAFF:**

1. Board Report October 6, 2010

**Report Approval Details**

Document Title:	2017_07_20_Sirvio_Parkland_Deferral_Covenant_Discharge.docx
Attachments:	
Final Approval Date:	Jul 18, 2017

This report and all of its attachments were approved and signed as outlined below:

**No Signature - Task assigned to Corey Paiement was completed by workflow administrator Brad Payne**

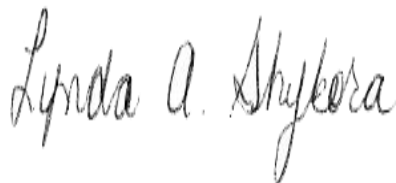
**Corey Paiement - Jul 14, 2017 - 2:53 PM**



**Gerald Christie - Jul 18, 2017 - 7:54 AM**



**Jodi Pierce - Jul 18, 2017 - 8:21 AM**



**Lynda Shykora - Jul 18, 2017 - 9:24 AM**



A handwritten signature in black ink, appearing to read "C. Hamilton". The signature is fluid and cursive, with a large initial "C" and "H".

**Charles Hamilton - Jul 18, 2017 - 4:08 PM**



# COLUMBIA SHUSWAP REGIONAL DISTRICT

PO Box 978, 555 Harbourfront Drive NE, Salmon Arm, BC V1E 4P1  
 T: 250.832.8194 | F: 250.832.3375 | TF: 1.888.248.2773 | www.csrdd.bc.ca

## CERTIFICATE OF ALTERNATIVE APPROVAL PROCESS RESULTS

### **RAIL CORRIDOR TRAIL SERVICE ESTABLISHMENT BYLAW NO. 5755 and RAIL CORRIDOR TRAIL SERVICE LOAN AUTHORIZATION BYLAW NO. 5756**

Pursuant to the Local Government Act and the Community Charter, the Columbia Shuswap Regional District proceeded with the Alternative Approval Process to establish a Rail Corridor Trail Service and to facilitate borrowing of up to \$1,840,000 (\$1.84 Million) to be repaid over a period not to exceed 25 (twenty-five) years in order to finance the costs of acquiring the abandoned Canadian Pacific Rail Corridor located within the boundaries of the CSRD.

The participants in the proposed service are the City of Salmon Arm, the District of Sicamous and Electoral Areas C, D, E, F of the Columbia Shuswap Regional District.

Approval is received if less than 10% of the eligible electors within the proposed Service Area sign and submit an Elector Response Form by the Alternative Approval Process Deadline. The deadline for submission of Elector Response Forms was 4:00 PM the 17<sup>th</sup> day of July, 2017.

#### ESTIMATE OF 10% of Electors:

10% of Electors within Electoral Areas C, D, E, F, the City of Salmon Arm and the District of Sicamous:	2,918
--	-------

#### RESULTS:

Number of Valid Elector Response Forms Received before the deadline:	141
--	-----

The results confirm that elector approval through the Alternative Approval Process has been obtained.

#### DETERMINATION:

This Determination and Certification is Final and Conclusive.

Dated this 18<sup>th</sup> day of July, 2017.

*Lynda A. Shykora*

Lynda Shykora, Deputy Corporate Officer  
 Deputy Manager, Corporate Administration Services

#### ELECTORAL AREAS

A GOLDEN-COLUMBIA  
 B REVELSTOKE-COLUMBIA

C SOUTH SHUSWAP  
 D FALKLAND-SALMON VALLEY

E SICAMOUS-MALAKWA  
 F NORTH SHUSWAP-SEYMOUR ARM

#### MUNICIPALITIES

GOLDEN  
 REVELSTOKE

SALMON ARM  
 SICAMOUS



## DECLARATION OF ALTERNATIVE APPROVAL PROCESS RESULTS

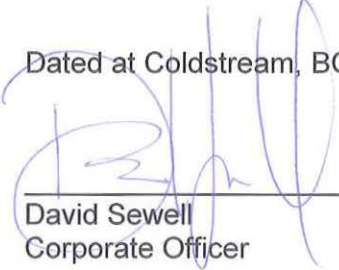
***North Okanagan/Shuswap Rail Trail Service Establishment Bylaw No. 2748, 2017  
and  
North Okanagan/Shuswap Rail Trail Loan Authorization Bylaw No. 2749, 2017***

I, David Sewell, Corporate Officer, as the person assigned responsibility for corporate administration under section 236 of the *Local Government Act*, do hereby certify the results of the Alternative Approval Process that was conducted to obtain the approval of the electors for the *North Okanagan/Shuswap Rail Trail Service Establishment Bylaw No. 2748, 2017 and North Okanagan/Shuswap Rail Trail Loan Authorization Bylaw No. 2749, 2017* for the purpose of establishing a service and facilitating borrowing of up to \$2,300,000 (\$2.3 Million) to be repaid over a period of not to exceed 20 (twenty) years in order to finance the costs of acquiring the abandoned Canadian Pacific Rail Corridor located between the City of Armstrong and the District of Sicamous to facilitate development of a network of regional recreational trails as follows:

16,588	Estimated number of eligible electors located within the proposed service area of: City of Armstrong, City of Enderby, Village of Lumby, Township of Spallumcheen and Electoral Areas "D" and "F" within the Regional District of North Okanagan
1,658	Estimated number of eligible elector responses required to oppose adoption of Bylaws 2748 and 2749 unless an assent vote (referendum) is held
91	Number of elector response forms submitted by the deadline (July 17, 4:00 p.m.)
0	Number of elector response forms rejected
<b>91</b>	<b>Number of elector response forms accepted</b>
.55	Percentage of estimated electors who submitted valid elector response forms

In accordance with Section 86 of the *Community Charter*, I hereby determine and certify that the approval of the electors for Bylaws 2748 and 2749 was **obtained**.

Dated at Coldstream, BC, this 17<sup>th</sup> day of July, 2017.

  
\_\_\_\_\_  
David Sewell  
Corporate Officer

**COLUMBIA SHUSWAP REGIONAL DISTRICT**

## BYLAW NO. 5755

A bylaw to establish a service and service area for a network of regional trails within former railway corridor lands

WHEREAS under section 332 of the *Local Government Act* a regional district may, by bylaw, establish and operate any service that the board considers necessary or desirable for all or part of the regional district;

AND WHEREAS the Board of the Columbia Shuswap Regional District (the "Board") wishes to acquire, in conjunction with the Splatshin First Nation and the Regional District of the North Okanagan, the abandoned Canadian Pacific rail corridor between Sicamous and Armstrong in order to develop a network of regional trails (the "Rail Corridor Trail Initiative");

AND WHEREAS THE Board wishes to establish a service to acquire, construct, improve, manage and operate the Rail Corridor Trail Initiative with respect to those parts of the Rail Corridor Trail Initiative that are within the Columbia Shuswap Regional District;

AND WHEREAS the approval of the electors in the Participating Areas has been obtained in accordance with section 345(1)(a) of the *Local Government Act*;

AND WHEREAS the approval of the Inspector of Municipalities has been obtained in accordance with sections 342(1)(a) of the *Local Government Act*;

NOW THEREFORE the Board of the Columbia Shuswap Regional District, in open meeting assembled, HEREBY ENACTS as follows:

1. The Regional District hereby establishes a service for the purpose of acquiring, constructing, improving, managing and operating the Rail Corridor Initiative (the "Rail Corridor Trail Service").
2. The participating areas and the service areas for the Rail Corridor Trail Service consist of the City of Salmon Arm, the District of Sicamous and Electoral Areas "C", "D", "E" and "F" (the "Participating Areas").
3. Boundaries:

The boundaries of the service area are:

- All of Electoral Area C;
- All of Electoral Area D;
- All of Electoral Area E;
- All of Electoral Area F;
- All of the City of Salmon Arm;
- All of the District of Sicamous.

4. The annual costs for the Rail Corridor Trail Service shall be recovered by:
- (a) requisition of money to be collected by property value taxes imposed in accordance with Division 3 of Part 11 of the *Local Government Act*;
  - (b) fees and charges imposed under section 397 of the *Local Government Act*;
  - (c) revenues raised by other means authorized under the *Local Government Act* or another Act; and
  - (d) revenues received by way of agreement, enterprise, gift, grant or otherwise.
5. The requisition of money to be collected by property value taxes imposed in accordance with Division 3 of Part 11 of the *Local Government Act* is to be apportioned among the Participating Area as follows:
- a. 35% from City of Salmon Arm;
  - b. 30% from District of Sicamous;
  - c. 12% from Electoral Area "C";
  - d. 3% from Electoral Area "D";
  - e. 15% from Electoral Area "E"; and
  - f. 5% from Electoral Area "F".
6. The maximum amount that may be requisitioned for the Rail Corridor Trail Service is the amount equivalent to \$0.06 for each \$1,000 of net taxable value of land and improvements included in the Service Area.
7. This bylaw may be cited as "Rail Corridor Trail Service Establishment Bylaw No. 5755."

READ A FIRST TIME THIS 20<sup>th</sup> day of April, 2017.

READ A SECOND TIME THIS 20<sup>th</sup> day of April, 2017.

READ A THIRD TIME THIS 20<sup>th</sup> day of April, 2017.

THIRD READING RESCINDED THIS 18<sup>th</sup> day of May, 2017.

AMENDED THIS 18<sup>th</sup> day of May, 2017.

READ A THIRD TIME AS AMENDED THIS 18<sup>th</sup> day of May, 2017.

Approved by the Inspector of Municipalities this 26<sup>th</sup> day of May, 2017.

RECEIVED elector approval this 18<sup>th</sup> day of July, 2017.

ADOPTED THIS \_\_\_\_\_ day of \_\_\_\_\_, 2017.

\_\_\_\_\_  
MANAGER OF CORPORATE  
ADMINISTRATION SERVICES (SECRETARY)

\_\_\_\_\_  
CHAIR

CERTIFIED a true copy of  
Bylaw No. 5755 as read a third time,  
as amended.

CERTIFIED a true copy of  
Bylaw No. 5755 as adopted.

  
\_\_\_\_\_  
Deputy Manager of Corporate  
Administration Services

\_\_\_\_\_  
Deputy Manager of Corporate  
Administration Services

**COLUMBIA SHUSWAP REGIONAL DISTRICT****BYLAW NO. 5756**

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A bylaw to authorize borrowing for the purpose of acquiring of the abandoned Canadian Pacific rail corridor to develop a network of regional trails

---

WHEREAS the Columbia Shuswap Regional District Board (the "Board") has established by Bylaw No. 5755 (Rail Corridor Trail Service Establishment Bylaw), a service for the purpose of providing a network of regional trails based on the abandoned Canadian Pacific rail corridor between Sicamous and Armstrong;

AND WHEREAS it is deemed desirable and expedient to acquire the abandoned Canadian Pacific rail corridor serving the participating areas of the City of Salmon Arm, the District of Sicamous and Electoral Areas "C", "D", "E" and "F" (the "Service Area");

AND WHEREAS the estimated cost of acquiring the rail corridor including expenses incidental thereto is the sum of Two Million One Hundred Seventy Thousand Dollars (\$2,170,000) of which the sum of One Million Eight Hundred Forty Thousand Dollars (\$1,840,000) is the amount of debt intended to be borrowed by this bylaw;

AND WHEREAS the maximum term for which a debenture may be issued to secure the debt created by this bylaw is for a term not to exceed twenty-five years;

AND WHEREAS the authority to borrow under this bylaw expires five years from the date on which this bylaw is adopted;

AND WHEREAS the Board has submitted the proposal to borrow funds for the purpose of acquiring the corridor to the electors within the service area and approval of electors, in accordance with section 345 of the *Local Government Act* has been obtained;

NOW THEREFORE, the Columbia Shuswap Regional District Board in open meeting assembled, enacts as follows:

1. The Board of the Columbia Shuswap Regional District is hereby empowered and authorized to undertake and carry out or cause to be carried out the acquisition of the abandoned Canadian Pacific rail corridor within the Columbia Shuswap Regional District and to do all things necessary in connection therewith and without limiting the generality of the foregoing:
  - (a) To borrow upon the credit of the Columbia Shuswap Regional District a sum not exceeding One Million Eight Hundred Forty Thousand Dollars(\$1,840,000);
  - (b) To acquire all such real property, easements, rights-of-way, licenses, rights or authorities as may be requisite or desirable for or in connection with the Rail Corridor Trail Service.
2. The Regional District service for which the debt authorized by this bylaw would be incurred

is "Rail Corridor Trail Service Establishment Bylaw No. 5755".

3. The maximum term for which debentures may be issued to secure the debt created by this bylaw is twenty-five years.

4. This bylaw may be cited as "Rail Corridor Trail Service Loan Authorization Bylaw No. 5756".

READ A FIRST TIME THIS 20<sup>th</sup> day of April, 2017.

READ A SECOND TIME THIS 20<sup>th</sup> day of April, 2017.

READ A THIRD TIME THIS 20<sup>th</sup> day of April, 2017.

Approved by the Inspector of Municipalities this 26<sup>th</sup> day of May, 2017.

RECEIVED elector approval this 18<sup>th</sup> day of July, 2017.

ADOPTED THIS \_\_\_\_\_ day of \_\_\_\_\_, 2017.

\_\_\_\_\_  
MANAGER OF CORPORATE  
ADMINISTRATION SERVICES (SECRETARY)

\_\_\_\_\_  
CHAIR

CERTIFIED a true copy of  
Bylaw No. 5756 as read a third time.

*Lynola A. Shybera*  
Deputy Manager of Corporate  
Administration Services

CERTIFIED a true copy of  
Bylaw No. 5756 as adopted.

\_\_\_\_\_  
Deputy Manager of Corporate  
Administration Services





# BOARD REPORT

**TO:** Chair and Directors

<b>File No:</b>	BL 725-8
	PL20170011
	BL 701-87
	PL20170012

**SUBJECT:** Electoral Area C: Electoral Area 'C' Official Community Plan Amendment (Shuswap Lake Estates) Bylaw No. 725-8 and South Shuswap Zoning Amendment (Shuswap Lake Estates) Bylaw No. 701-87

**DESCRIPTION:** Report from Dan Passmore, Senior Planner, dated July 7, 2017. Golf Course Drive, Blind Bay.

**RECOMMENDATION #1:** THAT: "Electoral Area 'C' Official Community Plan Amendment (Shuswap Lake Estates) Bylaw No. 725-8" be read a third time this 20<sup>th</sup> day of July, 2017.

**RECOMMENDATION #2:** THAT: "South Shuswap Zoning Amendment (Shuswap Lake Estates) Bylaw No. 701-87" be read a third time this 20<sup>th</sup> day of July, 2017.

**RECOMMENDATION #3:** THAT: "Electoral Area 'C' Official Community Plan Amendment (Shuswap Lake Estates) Bylaw No. 725-8" be adopted this 20<sup>th</sup> day of July, 2017.

**RECOMMENDATION #4:** THAT: "South Shuswap Zoning Amendment (Shuswap Lake Estates) Bylaw No. 701-87" be adopted this 20<sup>th</sup> day of July, 2017.

## SHORT SUMMARY:

The proposal is to amend the Electoral Area 'C' Official Community Plan Bylaw No. 725 (Bylaw No. 725) to recognize current development densities permitted on the subject property. It is also to amend the CD 3 – Comprehensive Development 3 Zone of South Shuswap Zoning Bylaw No. 701 (Bylaw No. 701) to reflect a proposed new layout for the site development.

The owner has applied for a boundary adjustment subdivision to create 2 new parcels out of current Lot 1, Plan KAP79111; and Lot 2, Plan KAP79111. The owner would then apply to subdivide a proposed 37 lot bare land strata single family dwelling subdivision. Originally the CD3 zone permitted a 75 unit seniors' residence, and 74 dwelling units consisting of single family and duplex dwellings on bare land strata lots.

The owner has not specifically decided on a use pattern for the remainder of the parcel, so has proposed that amendments be made to the CD 3 zone to allow subdivision into bare land strata single family dwelling lots, multi-family dwellings, or a seniors housing facility.

The Board gave Bylaw No. 725-8, and Bylaw No. 701-87 first reading at the March 23, 2017 regular meeting, and directed staff to utilize the simple consultation process. The development notice was posted in accordance with Development Services Procedures Bylaw No. 4001, as required. Staff has referred the bylaw to the Electoral Area 'C' Advisory Planning Commission, affected Ministries,

agencies and First Nations and comments received were summarised in an attachment to the April 10, 2017 report. The Board gave the bylaws second reading and delegated a Public Hearing at its May 18, 2017 regular meeting.

The Public Hearing was held June 12, 2017. It is now appropriate for the Board to consider the results of the public hearing and consider the bylaws for third reading and adoption.

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<b>VOTING:</b>	Unweighted Corporate	<input type="checkbox"/>	LGA Part 14 (Unweighted)	<input checked="" type="checkbox"/>	Weighted Corporate	<input type="checkbox"/>	Stakeholder ( <i>Weighted</i> )	<input type="checkbox"/>
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### **BACKGROUND:**

See attached Report dated February 27, 2017.

### **POLICY:**

See attached Appendix A.

### **FINANCIAL:**

The rezoning is not the result of a bylaw enforcement action. If the Board does not adopt the proposed amending bylaws, the proposed 2 lot boundary adjustment subdivision would not comply with the current CD 3 zoning and, therefore, would not be permitted.

### **KEY ISSUES/CONCEPTS:**

#### **Sewage Disposal**

The property is within the service area for the Shuswap Lake Estates community sewer system, and any development proposed would be serviced by this system.

#### **Water Supply**

The property will be serviced by the Shuswap Lake Estates community water system.

#### **Access**

Access to the property would be from Golf Course Drive.

#### **Current CD 3 Zone**

The property has remained undeveloped since the initial zoning amendment. Bylaw No. 725 established a new Secondary Settlement Area Form and Character Development Permit area, which impacted on the subject property. If the developer had applied for a Development Permit to support any type of development upon the property in compliance with the current CD 3 zone, the CSRD would not have been able to issue such a Development Permit because it would not comply with the maximum densities or even housing form within the Medium Density designation.

#### **Electoral Area 'C' Official Community Plan (OCP) Bylaw No. 725**

The OCP does not establish density of development associated with Seniors Housing, as contemplated in Section 4.2 Housing for Seniors. Further it does not contemplate the apartment style housing form which was originally considered by the Board as part of Bylaw No. 701-71 which rezoned the property

to the CD 3 zone. The current bylaw amendments before the Board attempt to reconcile this issue, by revisiting the Housing for Seniors policies and by considering the new seniors housing form and related density.

Additionally, the maximum densities for the detached housing form (single family dwelling) in the Medium Density (MD) designation in the OCP do not support the density that the developer is proposing for Development Area 2. **As a result, staff propose adding a policy to Section 3.4 Residential that boosts residential density to 19.0 units/ha for the subject properties only, allowing the proposed site development.** This proposed additional density in the MD designation will reflect that which has already been granted in the CD 3 zone.

Guidelines for Development Permits for form and character within the Secondary Settlement Area are currently not adequately focussed on the appearance of proposed new multi-family dwellings (either townhouse or the proposed new seniors housing forms). Extensive guidelines are proposed by staff to ensure that such buildings better integrate with the surrounding neighbourhood.

### **CDC 3 Zone – Housing Form Regulations**

Each housing form contemplated for the subject property is proposed to have a separate set of regulations attributable to each type of permitted built form. Separate setbacks, parcel size for subdivision, building height and density will be reflected in the regulations. The developer will then be able to mix the form of housing in the development, or stick with a homogeneous housing form. This should provide the developer with greater flexibility in built form and site design, to achieve a development proposal within the permitted density.

### **SUMMARY:**

The applicant has applied to amend OCP Bylaw No. 725 to permit site densities already recognized in the existing CD 3 zone. The application also proposes to amend the CD 3 zone to allow for a proposed 2 lot boundary adjustment subdivision and to create a single Development Area which will allow the permitted uses throughout the property.

Staff is recommending that the Board consider the bylaws for third reading and adoption.

### **IMPLEMENTATION:**

#### **Consultation Process**

As per CSRD Policy No. P-18 regarding Consultation Processes-Bylaws, staff recommended that the Simple Consultation process be followed. A notice of development sign was posted on the property in accordance with Bylaw No. 4001. Staff forwarded the bylaw and staff report to referral agencies for review and comment, a summary of the responses has been provided in previous reports to the Board.

#### **Public Hearing**

The delegated Public Hearing for the proposed bylaws was held Monday June 12, 2017, at the Lower floor of the Cedar Centre in Blind Bay. 22 members of the public attended. Please see the attached Public Hearing Notes for details about public input.

In addition, 5 pieces of correspondence were received and 3 were in support of the proposal, while 2 expressed concerns. This correspondence has also been attached to this Board report.

**COMMUNICATIONS:**

Staff notified adjacent property owners, advertised and held the Public Hearing in accordance with the Local Government Act. If the bylaws are given third reading and adopted, the applicant will be advised of the Board decision. CSRD staff will amend Bylaw No. 725 and Bylaw No. 701, which will be posted on the CSRD website and copies will be provided to the Director and Electoral Area C APC.

**DESIRED OUTCOMES:**

That the Board endorse staff recommendation.

**BOARD'S OPTIONS:**

1. *Endorse the Recommendation.*
2. *Deny the Recommendation.*
3. *Defer.*
4. *Any other action deemed appropriate by the Board.*

**Report Approval Details**

Document Title:	2017-07-20_Board_DS_BL725-8_BL701-87_ShuswapLakeEstates.docx
Attachments:	<ul style="list-style-type: none"> <li>- BL701-87-ReportGraphics.docx</li> <li>- APPENDIX-A-Policies.docx</li> <li>- APPENDIX-B-AgencyReferralResponses.docx</li> <li>- BL725-8 BL701-87 Board Report.pdf</li> <li>- CombinedPublicInput.pdf</li> <li>- BL725-8-SecondReading.docx</li> <li>- BL 701-87 Second.docx</li> <li>- PH_Notes June12-2017.docx</li> </ul>
Final Approval Date:	Jul 10, 2017

This report and all of its attachments were approved and signed as outlined below:

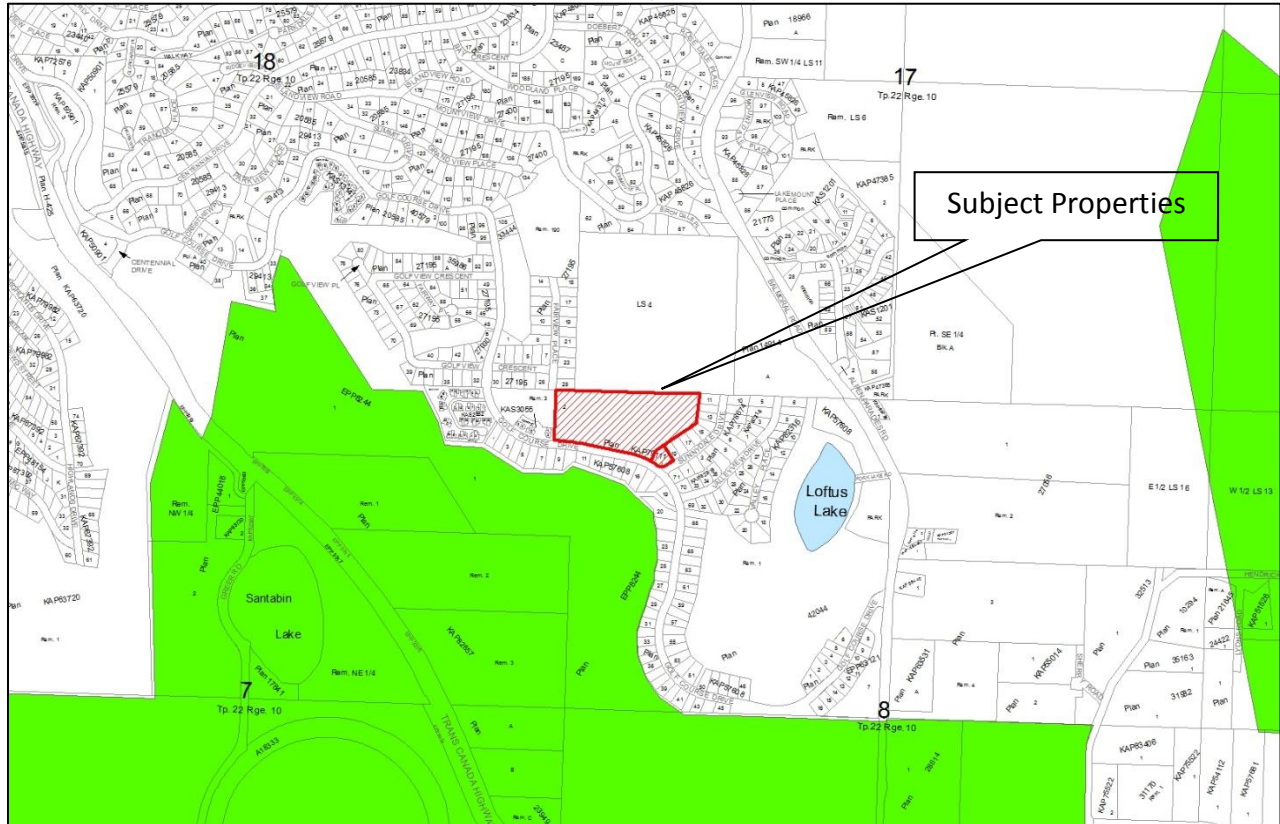
**Corey Paiement - Jul 7, 2017 - 11:20 AM**

**Gerald Christie - Jul 10, 2017 - 12:46 PM**

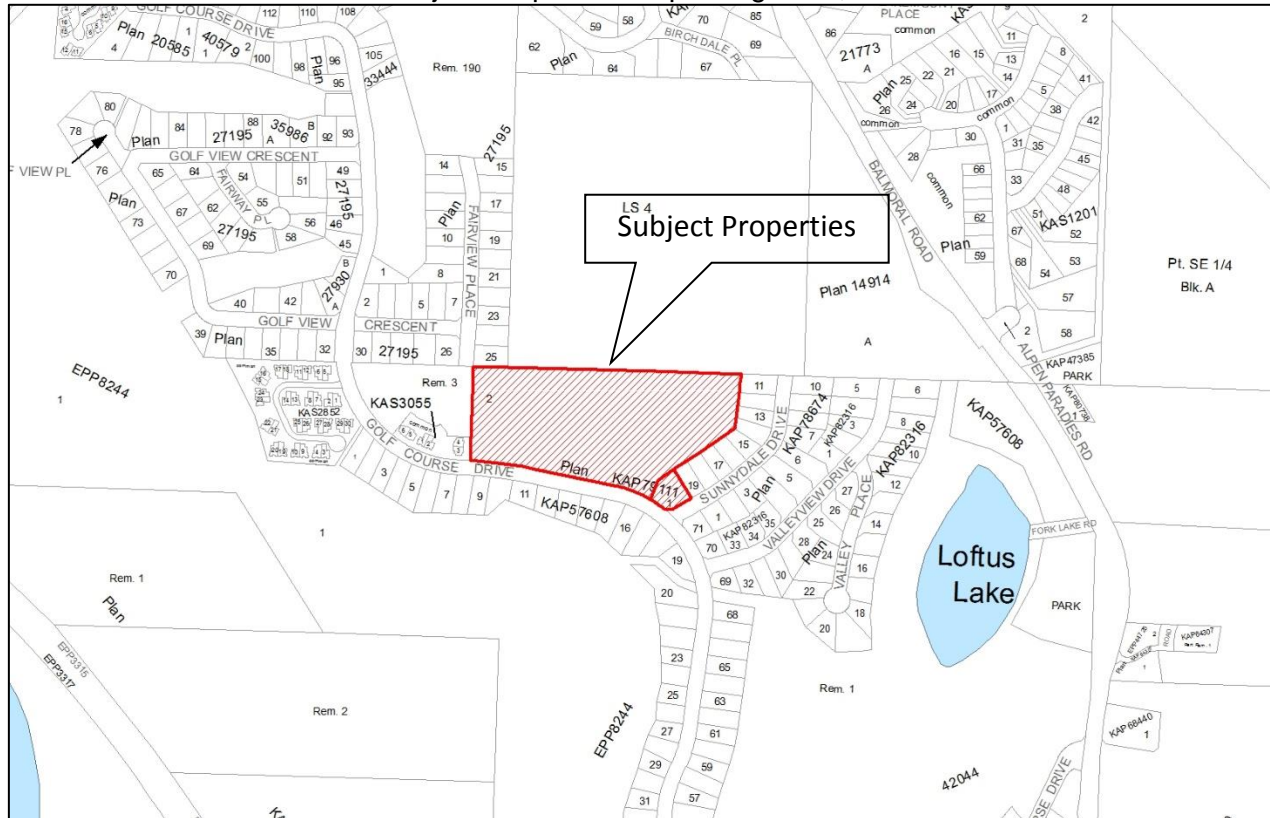
**Lynda Shykora - Jul 10, 2017 - 2:09 PM**

**Charles Hamilton - Jul 10, 2017 - 2:25 PM**

Location (1:7,500)



Subject Properties Map – Legal 1:4,000

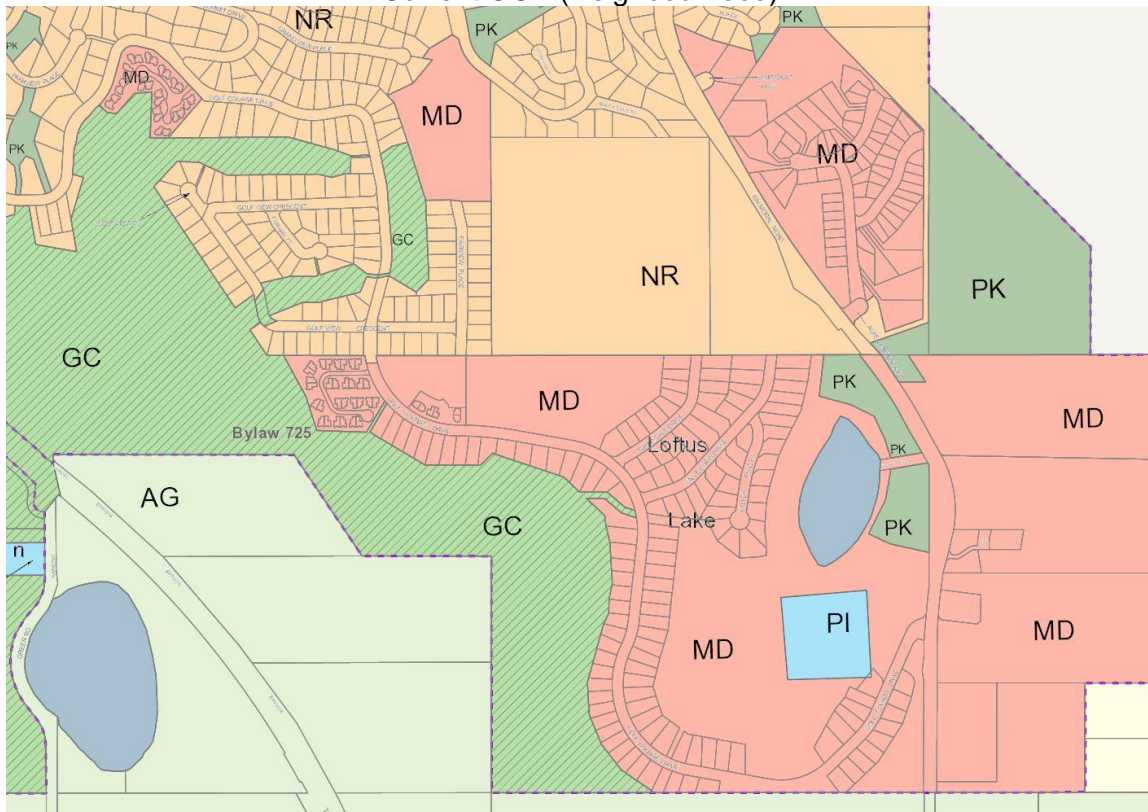




Orthophoto

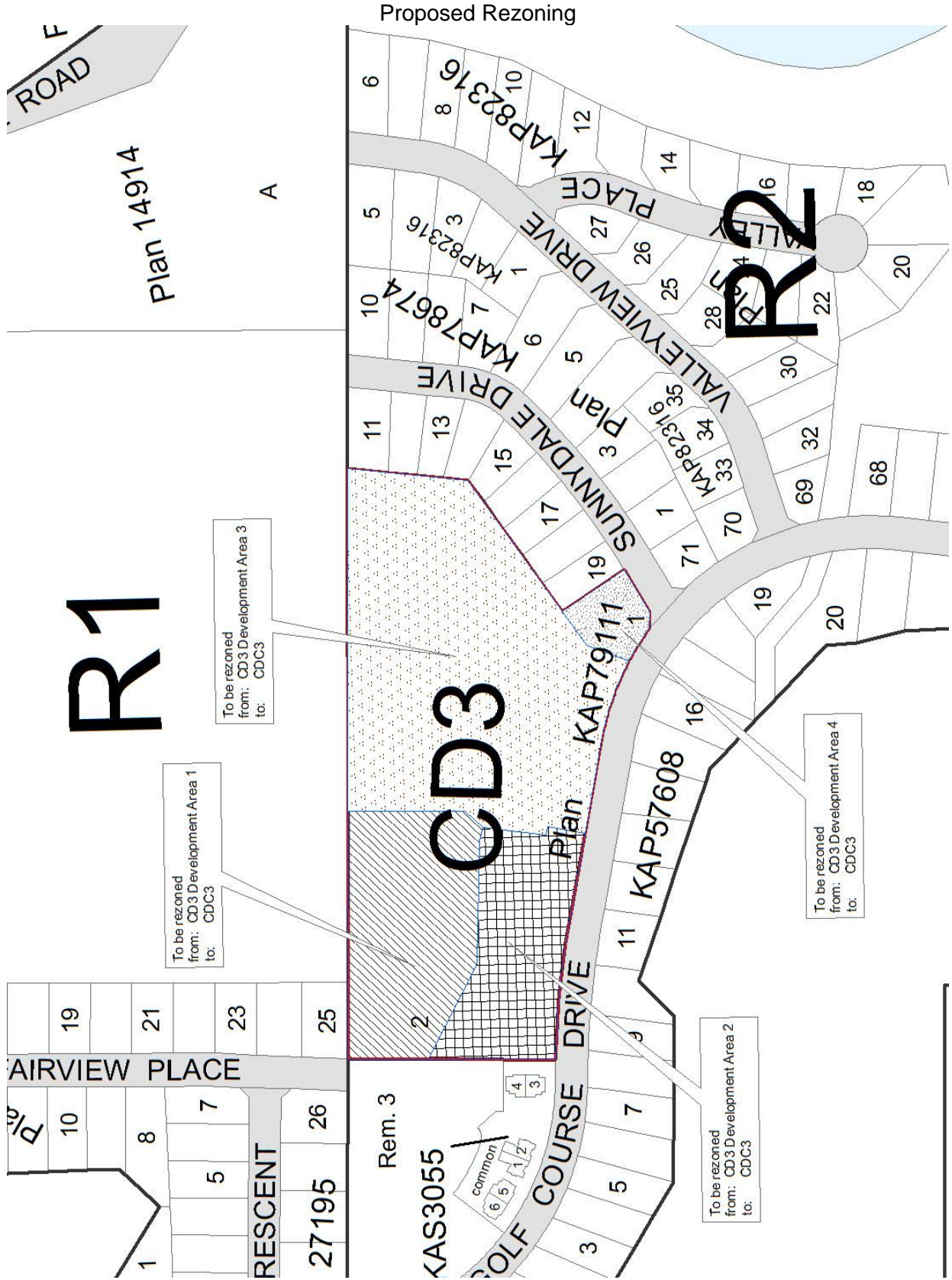


Current OCP (Neighbourhood)









Proposed Rezoning

## APPENDIX 'A'

## Applicable OCP Policies

**Electoral Area 'C' Official Community Plan Bylaw No. 725**

The subject property is designated Medium Density (MD).

**2.2 Watershed***2.2.2 Policies*

.5 Disseminate educational information to the public about the importance of responsible stewardship of the watershed and expect property owners and developers to consider the use of permeable surfaces when landscaping their properties.

**3.3 Secondary Settlement Areas**

This section of the OCP gives the following objectives and policies to be considered;

*3.3.1 Objective*

- .1 To allow for predominantly residential development and some neighbourhood commercial development within Blind Bay, Eagle Bay, Sunnybrae and White Lake.

*3.3.2 Policies*

- .1 This designation applies to areas within the Blind Bay, Eagle Bay, Sunnybrae and White Lake Secondary Settlement Area boundaries, as outlined on Schedules B and C.
- .2 Permitted land uses within the Secondary Settlement Areas include: residential, neighbourhood commercial uses, recreational residential, community and health-related services, institutional uses, recreation, arts and cultural activities.
- .7 Where possible, new development will include dedicated pedestrian and non-motorized linkages to and through the development.
- .8 New commercial, industrial, multi-family and intensive residential development within the Secondary Settlement Areas is subject to the Form & Character Development Permit Area Guidelines.

**3.4 Residential***3.4.1 Policies*

- .1 New residential development will be directed to the Village Centre and Secondary Settlement Areas identified on Schedules B and C. Outside these areas, residential development is discouraged unless co-located with an agricultural use.
- .2 Residential development is subject to the following land use designations, housing forms and maximum densities:

Land Use Designation	Housing Form	Maximum Density
----------------------	--------------	-----------------

Medium Density (MD)	Detached	5 units/ac (1 unit/0.2 ac) 12 units/ha (1 unit/0.08 ha)
	Semi-detached	8 units/ac (1 unit/0.13 ac) 20 units/ha (1 unit/0.05 ha)
	Townhouse	12 units/ac (1 unit/0.13 ac) 30 units/ha (1 unit/0.03 ha)
Neighbourhood Residential (NR)	Detached, Semi-detached	2 units per 1 acre (1 unit/0.2 ha)
Country Residential (CR)	Detached, Semi-detached	1 unit per 1 acre (0.4 ha)
Rural Residential (RR)	Detached, Semi-detached	1 unit per 2.5 acres (1 ha)
Rural Residential 2 (RR2)	Detached, Semi-detached	1 unit per 5 acres (2 ha)
Small Holdings (SH)	Detached, Semi-detached	1 unit per 10 acres (4 ha)
Medium Holdings (MH)	Detached, Semi-detached	1 unit per 20 acres (8 ha)
Large Holdings (LH)	Detached, Semi-detached	1 unit per 25 acres (10 ha)
Rural Holdings (RH)	Detached, Semi-detached	1 unit per 148 acres (60 ha)

- .3 Cluster forms of development are encouraged within the Sorrento Village Centre and Secondary Settlement Areas to reduce the amount of land affected by residential growth when the permitted number of units is clustered on part of the site, and the remaining area is protected in a natural state. Where cluster developments are located near natural features, such as waterbodies, the cluster development should be directed away from the natural features. Areas near the features should be protected common or public areas.
- .4 Bed and Breakfast businesses are appropriate provided they are consistent with the residential character of the neighbourhood and provide adequate on-site parking. Additional conditions for Bed and Breakfast businesses will be included in the zoning bylaw.
- .5 One secondary suite is appropriate in a detached home provided it is compatible with surrounding residential uses. Additional conditions related to a secondary suite will be included in the zoning bylaw.
- .6 Agricultural uses are appropriate in all designations. Outside ALR lands, agricultural uses are supported to an intensity compatible with surrounding uses. On ALR lands, agricultural uses are subject to the Agricultural Land Commission Act and Regulations.

## 4.2 Housing for Seniors

In 2006, almost 24% of the population in the community was over 65 years of age. Another 22% was between the ages of 55 and 64. This age profile suggests an increasing need for housing and services appropriate for an aging population.

At the time this Plan was written, the amount of senior accommodation was limited to 16 units of subsidized seniors' housing in the Shuswap Lions Manor in Sorrento. This limited supply of housing compels seniors who can no longer physically live in a detached dwelling to move away from the community, to a larger centre such as Salmon Arm or Kamloops, where housing and services for seniors are available.

#### 4.2.1 *Objective*

- .1 To encourage development of affordable, appropriate housing for seniors to allow South Shuswap residents to age in place, close to friends and family.

#### 4.2.2 *Policies*

The Regional District encourages:

- .1 Applications for accessible and affordable housing for seniors to "age in place", within the Village Centre and Secondary Settlement Areas. Seniors' housing projects may include group housing, assisted living projects, and residential complex care facilities.
- .2 Non-profit and private seniors' housing to locate within the Village Centre and Secondary Settlement Areas, close to services and amenities.
- .3 The creation of partnerships among the provincial and federal governments, the real estate community, social service agencies, faith-based organizations, service clubs, and other community resources to facilitate the development of seniors' housing.

## 6.6 **Trees in Residential Areas**

Trees provide important environmental benefits and enhance the quality of life in urban and suburban neighbourhoods. During the planning process, there were concerns raised about the unnecessary removal of healthy trees during site preparation and construction in established residential areas.

#### 6.6.1 *Objective*

1. To maintain trees in established and developing residential areas.

#### 6.6.2 *Policies*

The Regional District will:

- .1 As part of a rezoning process, encourage the maintenance of trees on newly created residential lots;
- .2 Investigate the need for establishing a tree cutting bylaw for the Village Centre and Secondary Settlement Areas; and
- .3 Allow for exemptions where trees pose a hazard or fire risk.

## 6.7 Groundwater and Soil Quality

The greatest potential for groundwater and soil pollution comes from in-ground private septic systems and agricultural wastes. In most of the lakeshore and proximate upland areas of the South Shuswap, the subsurface soil and groundwater conditions are marginal for the absorption and treatment of septic effluent. The capacity of the soils to remove nutrients, bacteria and viruses from the sewage is limited. Potentially, unless appropriate measures are implemented, the ground could be overwhelmed by the cumulative effect of individual septic systems and small private sewage treatment systems.

### 6.7.1 Objective

- .1 To protect groundwater and soil from contamination of all types, including from residential, agricultural, industrial and commercial uses.

### 6.7.2 Policies

The Regional District will:

- .1 In consultation with the appropriate Provincial government agencies, identify and aim to protect aquifer recharge areas from potential sources of contamination and depletion;
- .2 Require developers to minimize paving, use permeable surfaces wherever possible and examine innovative recharge technologies. Details related to minimizing impervious area coverage by buildings and parking lots will be provided in the zoning bylaw;
- .3 In co-ordination with the Interior Health Authority, work to have private septic systems located appropriately and designed in a manner that protects groundwater and soil from contamination; and
- .4 Encourage agricultural operators to conduct responsible farming practices in accordance with the Best Management Practices materials that are issued by the Resource Management Branch of the BC Ministry of Agriculture and Lands.

## 6.8 Archaeology Sites

Archaeological sites contain unique information about the past. These sites are protected by the Heritage Conservation Act, and a provincial heritage permit is required before development within a site may take place. Throughout BC, protected archaeological sites are being accidentally damaged with increasing frequency as a consequence of development. The South Shuswap contains a number of recorded archaeological sites and has the potential to contain more.

### 6.8.1 Objective

- .1 To avoid or reduce damage to archaeological sites.

### 6.8.2 Policy

The Regional District will:

- .1 Direct the applicant, if the property overlaps with a recorded archaeological site, to engage a professional consulting archaeologist to determine whether an archaeological impact

assessment is required. Altering a protected archaeological site will require a Provincial Heritage Alteration Permit before any land altering activities.

## **12.5 Village Centre and Secondary Settlement Area Form and Character Development Permit Area**

### *.1 Purpose*

The Village Centre and Secondary Settlement Area (VCSSA) Form and Character DPA is designated under the *Local Government Act* for the establishment of form and character objectives for commercial, industrial and multi-family development in the Secondary Settlement Areas of the plan.

### *.2 Justification*

The Village Centre and Secondary Settlement Areas will experience the most increased density and commercial development over time. Therefore the primary objective of the VCSSA DPA is to promote a high level of building and site design in the most densely populated areas of Electoral Area 'C', which take into consideration pedestrian movement, public space, mixed use, and designing in harmony with site conditions, neighbourhood character and the existing built environment.

### *.3 Area*

This DPA applies to all commercial, industrial, multi-family residential and intensive residential (defined as a 5 or more single family residential subdivision) development as set out in Schedules B and C:

- .1 Within Sorrento Village Centre;
- .2 Within Secondary Settlement Areas; and,
- .3 On waterfront parcels (defined as those which have any portion of their parcel boundary in common with the natural boundary of a lake).

### *.4 Exemptions*

- .1 A single storey accessory building with a gross floor area less than 10 m<sup>2</sup> (107.4 ft<sup>2</sup>);  
or,
- .2 The complete demolition of a building and clean-up of demolition material. Partial demolition or reconstruction of a building requires a DP under this section.

### *.5 Guidelines*

- 1. New development in the form of pedestrian-oriented mainstreet building types or infill that creates enclosed nodes/courtyards is strongly encouraged;



2. New development that relies on multiple, short automobile trips to access different retail spaces on the same site (i.e. re-parking the car) are strongly discouraged;
3. New development should be of a form and character that relate to local climate and topography, and that take into consideration the form and character of surrounding buildings. When building on peaks or slopes, natural silhouettes should be maintained;
4. The primary pedestrian entrance to all units and all buildings should be from the street; if from the parking area, a pedestrian sidewalk should be provided. Entries should be visible and prominent;
5. Buildings on corners should have entries, windows and an active street presence on the two public facades to avoid the creation of blank walls in prominent locations. public facades to avoid the creation of blank walls in prominent locations;
6. Natural exterior building and landscaping materials, such as wood, rock or stone, or those that appear natural, are encouraged. Metal roofs are acceptable;
7. Weather protection in the form of awnings or canopies should be provided overall grade level entries to residential and retail units;
8. Design of signage and lighting should be integrated with the building facade and with any canopies or awnings;
9. Non retail commercial and industrial facilities including outside storage, garbage and recycling areas should be screened with fencing or landscaping or both;
10. Visible long blank walls should be avoided;
11. Driveways that intrude into the pedestrian realm are discouraged. Shared parking and access are encouraged;
12. Front parking is only supported in cases where landscaping provides a buffer between the parking and the street. All parking should be screened;
13. Dedicated pedestrian linkages (i.e. sidewalks and marked crosswalks across road) should be provided throughout parking lot(s) to access vehicles without the need to walk on the road, provided throughout parking lot(s) to access vehicles without the need to walk on the road, except marked crosswalks;
14. Provision for services and deliveries should be at the rear yards with appropriate screening to adjacent properties and public space. Where service entries are required at the fronts of buildings, care should be taken not to compromise the pedestrian environment;
15. Residential dwelling units in mixed use buildings may be located either above or behind a commercial unit, and may be accessed from the front, rear or side(s) of the building. This form of residential development is intended to contribute to variety in housing size and affordability; and,
16. Development of civic public spaces with gathering spots, benches, lighting, ornaments (sculptures, fountains, etc.) and landscaping are encouraged where none exist within a short walking distance.

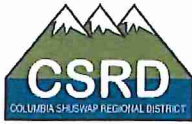


## APPENDIX 'B'

## Agency Referral Responses

Area 'C' Advisory Planning Commission	Recommended approval.
Interior Health Authority	Interior Health has no objections to the proposal to amend the bylaws so they comply with the current CD 3 zoning.
Interior Health Authority – Community Care Licensing	No response.
Ministry of Environment	No response.
Ministry of Forests, Land and Natural Resource Operations	No response.
Ministry of Forests, Land and Natural Resource Operations- Archaeology Branch	<p>According to Provincial records there are no known archaeological sites recorded on the property. However, archaeological potential modeling for the area indicates there is a moderate possibility for unknown/unrecorded archaeological sites to exist on the property.</p> <p>Archaeological sites (both recorded and unrecorded, disturbed and intact) are protected under the Heritage Conservation Act and must not be altered or damaged without a permit from the Archaeology Branch.</p> <p>Prior to any land alterations (<i>e.g.</i>, addition to home, property redevelopment, extensive landscaping, service installation), an Eligible Consulting Archaeologist should be contacted to review the proposed activities and, where warranted, conduct a walk over and/or detailed study of the property to determine whether the work may impact protected archaeological materials. An Eligible Consulting Archaeologist is one who is able to hold a Provincial heritage permit that allows them to conduct archaeological studies. Ask an archaeologist if he or she can hold a permit, and contact the Archaeology Branch (250-953-3334) to verify an archaeologist's eligibility. Consulting archaeologists can be contacted through the BC Association of Professional Archaeologists (<a href="http://www.bcapa.ca">www.bcapa.ca</a>) or through local directories.</p> <p>If the archaeologist determines that development activities will not impact any archaeological deposits, then a permit is not required. Occupying an existing dwelling or building without any land alterations does not require archaeological study or permitting.</p> <p><u>In the absence of a confirmed archaeological site, the Archaeology Branch cannot require the proponent to conduct an</u></p>

	<p><u>archaeological study or obtain a permit prior to development. In this instance it is a risk management decision for the proponent.</u></p> <p>If any land-altering development is planned and proponents choose not to contact an archaeologist prior to development, owners and operators should be notified that if an archaeological site is encountered during development, activities must be halted and the Archaeology Branch contacted at 250-953-3334 for direction. If an archaeological site is encountered during development and the appropriate permits are not in place, proponents will be in contravention of the <i>Heritage Conservation Act</i> and likely experience development delays while the appropriate permits are obtained.</p> <p>.</p>
CSRD Operations Management	<p>Team Leader Utilities No concerns.</p> <p>Assistant Regional Fire Chief – No concerns. This property is currently serviced by the Shuswap Fire Department and has a hydrant system that is in good condition.</p> <p>Team Leader Environmental Health – No concerns.</p> <p>Parks – No concerns for CSRD Parks, as park land was dedicated on a previous subdivision involving these properties.</p> <p>Manager Operations Management – No concerns.</p>
CSRD Financial Services	Interests Unaffected by Bylaw.
Adams Lake Indian Band	No response.
Little Shuswap Indian Band	No response.
Neskonlith Indian Band	No response.



## BOARD REPORT

12.1

**TO:** Chair and Directors

**FROM:** Dan Passmore  
Senior Planner

<b>File No:</b>	BL 725-8 BL 701-87
<b>Date:</b>	February 27, 2017

**SUBJECT:** Electoral Area 'C' Official Community Plan Amendment (Shuswap Lake Estates) Bylaw No. 725-8  
South Shuswap Zoning Amendment (Shuswap Lake Estates) Bylaw No. 701-87

**RECOMMENDATION #1:** THAT:  
Electoral Area 'C' Official Community Plan Amendment (Shuswap Lake Estates) Bylaw No. 725-8" be read a first time this 23<sup>rd</sup> day of March, 2017;

AND THAT:  
the Board utilize the simple consultation process for Bylaw No. 725-8, and it be referred to the following agencies and First Nations:

- Area 'C' Advisory Planning Commission;
- Interior Health Authority – Community Care Licensing;
- Ministry of Environment;
- Ministry of Forests, Lands and Natural Resource Operations;
- Ministry of Forests, Lands and Natural Resource Operations, Archaeology Branch;
- CSR D Operations Management;
- CSR D Financial Services; and
- All relevant First Nations.


**RECOMMENDATION #2:** THAT:  
"South Shuswap Zoning Amendment (Shuswap Lake Estates) Bylaw No. 701-87" be read a first time this 23<sup>rd</sup> day of March, 2017;

AND THAT:  
the Board utilize the simple consultation process for Bylaw No. 701-87, and it be referred to the following agencies and First Nations:

- Area 'C' Advisory Planning Commission;
- Interior Health Authority – Community Care Licensing;
- Ministry of Environment;
- Ministry of Forests, Lands and Natural Resource Operations;
- Ministry of Forests, Lands and Natural Resource Operations, Archaeology Branch;
- CSR D Operations Management;
- CSR D Financial Services; and
- All relevant First Nations.

**APPROVED for Board Consideration:**

Meeting Date: March 23, 2017



Charles Hamilton, CAO

**SHORT SUMMARY:**

The proposal is to amend the Electoral Area 'C' Official Community Plan Bylaw No. 725 (Bylaw No. 725) to recognize current development densities permitted on the subject property. It is also to amend the CD 3 – Comprehensive Development 3 Zone of South Shuswap Zoning Bylaw No. 701 (Bylaw No. 701) to reflect a proposed new layout for the site development.

The owner has applied for a boundary adjustment subdivision to create 2 new parcels out of current Lot 1, Plan KAP79111; and Lot 2, Plan KAP79111. The owner would then apply to subdivide a proposed 37 lot bare land strata single family dwelling subdivision. Originally the CD3 zone permitted a 75 unit seniors' residence, and 74 dwelling units consisting of single family and duplex dwellings on bare land strata lots.

The owner has not specifically decided on a use pattern for the remainder of the parcel, so has proposed that amendments be made to the CD 3 zone to allow subdivision into bare land strata single family dwelling lots, multi family dwellings, or a seniors housing facility.

**VOTING:** Unweighted Corporate  Weighted Corporate  Stakeholder   
 (Weighted)  
 LGA Part 14   
 (Unweighted)

**BACKGROUND:**

PROPERTY OWNER: Shuswap Lake Estates

ELECTORAL AREA: 'C' (Blind Bay)

CIVIC ADDRESS: Golf Course Drive

**LEGAL DESCRIPTION:**

1. Lot 1, Section 8, Township 22, Range 10, West of 6<sup>th</sup> Meridian, Kamloops Division Yale District, Plan KAP79111
2. Lot 2, Sections 7 and 8, Township 22, Range 10, West of 6<sup>th</sup> Meridian, Kamloops Division Yale District, Plan KAP79111

SIZE OF PROPERTIES: 1. 0.180 ha (0.444 ac)  
 2. 4.95 ha (12.231 ac)

SURROUNDING LAND USE PATTERN: NORTH: Residential, Treed  
 SOUTH: Residential  
 EAST: Residential  
 WEST: Residential

CURRENT OCP DESIGNATION: MD Medium Density

CURRENT ZONING: CD3 Comprehensive Development 3 – 4 Development Areas  
 PROPOSED ZONING: CDC3 Comprehensive Development 3 – 2 Development Areas  
 CURRENT USE: Vacant

**POLICY:**

For Policy pertaining to this application, see Appendix 'A', attached to this report.

**Proposed Amendments to Electoral Area 'C' OCP Bylaw No. 725**

The development densities allowable in the current MD designation which applies to these properties would not support the density of development currently available within the CD 3 zone. The amendments proposed by the property owner would permit the densities currently available in the CD 3 zone.

Additionally, a new policy to increase densities for seniors housing is contemplated.

Extensive additions to the design guidelines are contemplated to provide better direction to developers, staff and the Board on the aesthetic appearance of proposed multi-family buildings in Secondary Settlement Areas.

**Current CD 3 Zone**

The CD 3 zone permits densities of development that exceed the current Bylaw No. 725 maximum densities for the MD designation. This happened because Bylaw No. 701-71 which created the CD 3 zone was adopted by the Board on July 18, 2013, whereas Bylaw No. 725 was adopted March 20, 2014, and the CD 3 zone densities were not recognized in the new OCP.

To illustrate this discrepancy, the overall density allowed over the entire site in the CD 3 zone is 29 dwelling units/ha with individual development areas as follows:

CD 3 Zone - Maximum Density	MD Designation - Maximum Density (Based on housing form)
Development Area 1 – 65.2 units/ha	30 units/ha
Development Area 2 – 16.3 units/ha	12 units/ha
Development Area 3 – 21.1 units/ha	20 units/ha
Development Area 4 – 0 units/ha	N/A

**Comparison – Existing CD 3 zone to Proposed CDC 3 Zone**

<b>Current CD 3 Zone</b>	<b>Proposed CDC 3 Zone</b>
Development Area 1 <ul style="list-style-type: none"> <li>• Allows Multiple Family Dwelling and/or Special Care Facility</li> <li>• Maximum building height 18.0 m</li> <li>• Maximum Density – 65.2 units/ha</li> </ul>	<ul style="list-style-type: none"> <li>• Allows single family dwellings, duplexes, townhomes, and Seniors Housing Facility</li> <li>• Max Density single family dwelling – 19 units/ha</li> <li>• Max Density Townhouse – 30 units/ha</li> <li>• Max Density Seniors Housing Facility – 70 units/ha</li> <li>• Unique regulations for each housing form permitted</li> </ul>
Development Area 2 <ul style="list-style-type: none"> <li>• Allows 21 single family dwellings</li> <li>• Minimum Parcel size – 340 m<sup>2</sup></li> <li>• Maximum Density 16.3 units/ha</li> </ul>	
Development Area 3 <ul style="list-style-type: none"> <li>• Allows 53 total units</li> <li>• Units may be single family dwelling or duplex</li> <li>• Maximum Density 21.1 units/ha</li> </ul>	
Development Area 4 <ul style="list-style-type: none"> <li>• Allows open space and passive recreation only</li> <li>• Engineered stormwater detention pond</li> </ul>	

**Proposed New CDC 3 Comprehensive Development 3 Zone**

In addition to eliminating the Development Areas, some new definitions have been added to the bylaw to recognize the various permitted housing forms. The existing definition of special care housing has been deleted, and a new definition for Seniors Housing Facility added to more accurately reflect the type of development the owner may decide to build.

**FINANCIAL:**

The rezoning is not the result of a bylaw enforcement action. If the Board does not adopt the proposed amending bylaws, the proposed 2 lot boundary adjustment subdivision would not comply with the current CD 3 zoning, and therefore would not be permitted.

**KEY ISSUES/CONCEPTS:****Sewage Disposal**

The property is within the service area for the Shuswap Lake Estates community sewer system, and any development proposed would be serviced by this system.

**Water Supply**

The property will be serviced by the Shuswap Lake Estates community water system.

**Access**

Access to the property would be from Golf Course Drive.

**Current CD 3 Zone**

The property has remained undeveloped since the initial zoning amendment. Bylaw No. 725 established a new Secondary Settlement Area Form and Character Development Permit area, which impacted on the subject property. If the developer had applied for a Development Permit to support any type of development upon the property in compliance with the current CD 3 zone, the CSRD would not have been able to issue such a Development Permit because it would not comply with the maximum densities or even housing form within the MD designation.

**Electoral Area 'C' OCP Bylaw No. 725**

The OCP does not establish density of development associated with Seniors Housing, as contemplated in Section 4.2 Housing for Seniors. Further it does not contemplate the apartment style housing form which was originally considered by the Board as part of Bylaw No. 701-71 which rezoned the property to the CD 3 zone. The current bylaw amendments before the Board attempt to reconcile this issue, by revisiting the Housing for Seniors policies and by considering the new seniors housing form and related density.

Additionally, the maximum densities for the detached housing form (single family dwelling) in the MD designation in the OCP do not support the density that the developer is proposing for Development Area 2. **As a result, staff propose adding a policy to Section 3.4 Residential that boosts residential density to 19.0 units/ha for the subject properties only, allowing the proposed site development.** This proposed additional density in the MD designation will reflect that which has already been granted in the CD 3 zone.

Guidelines for Development Permits for form and character within the Secondary Settlement Area are currently not adequately focussed on the appearance of proposed new multi-family dwellings (either townhouse or the proposed new seniors housing forms). Extensive guidelines are proposed by staff to ensure that such buildings better integrate with the surrounding neighbourhood.

**CDC 3 Zone – Housing Form Regulations**

Each housing form contemplated for the subject property is proposed to have a separate set of regulations attributable to each type of permitted built form. Separate setbacks, parcel size for subdivision, building height and density will be reflected in the regulations. The developer will then be able to mix the form of housing in the development, or stick with a homogeneous housing form. This should provide the developer with greater flexibility in built form and site design, to achieve a development proposal within the permitted density.

**IMPLEMENTATION:****Consultation Process**

As per CSRD Policy No. P-18 regarding Consultation Processes-Bylaws, staff recommends the simple consultation process. Neighbouring property owners will first become aware of the application for zoning amendments when a notice of development sign is posted on the property.



### Referral Process

The following list of referral agencies is recommended:

- Area 'C' Advisory Planning Commission;
- Interior Health Authority – Community Care Licensing
- Ministry of Environment;
- Ministry of Forests, Lands and Natural Resource Operations;
- Ministry of Forests, Lands and Natural Resource Operations, Archaeology Branch;
- CSRD Operations Management;
- CSRD Financial Services; and
- All relevant First Nations.
  - Adams Lake Indian Band
  - Little Shuswap Indian Band
  - Neskonlith Indian Band

### SUMMARY:

The applicant has applied to amend OCP Bylaw No. 725 to permit site densities already recognized in the existing CD 3 zone. The application also proposes to amend the CD 3 zone to allow for a proposed 2 lot boundary adjustment subdivision and to create a single Development Area which will allow the permitted uses throughout the property.

Staff is recommending that the Board can consider the bylaws for first reading and directing staff to forward them to referral agencies and First Nations.

### LIST OF REPORTS / DOCUMENTS:

1. Site Plans	Attached to Agenda Summary: <input checked="" type="checkbox"/>	Available from Staff: <input type="checkbox"/>
2. Maps: Location, Orthophotos, pictures	Attached to Agenda Summary: <input checked="" type="checkbox"/>	Available from Staff: <input type="checkbox"/>
3. Electoral Area 'C' Official Community Plan Amendment (Shuswap Lake Estates) Bylaw No. 725-8	Attached to Agenda Summary: <input checked="" type="checkbox"/>	Available from Staff: <input type="checkbox"/>
4. South Shuswap Zoning Amendment (Shuswap Lake Estates) Bylaw No. 701- 87	Attached to Agenda Summary: <input checked="" type="checkbox"/>	Available from Staff: <input type="checkbox"/>
5. Appendix A – Applicable OCP Policies	Attached to Agenda Summary: <input checked="" type="checkbox"/>	Available from Staff: <input type="checkbox"/>
6. Application	Attached to Agenda Summary: <input type="checkbox"/>	Available from Staff: <input checked="" type="checkbox"/>

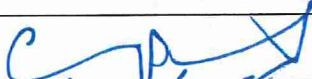
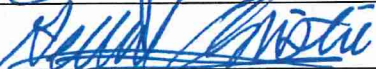
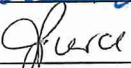
### DESIRED OUTCOME:

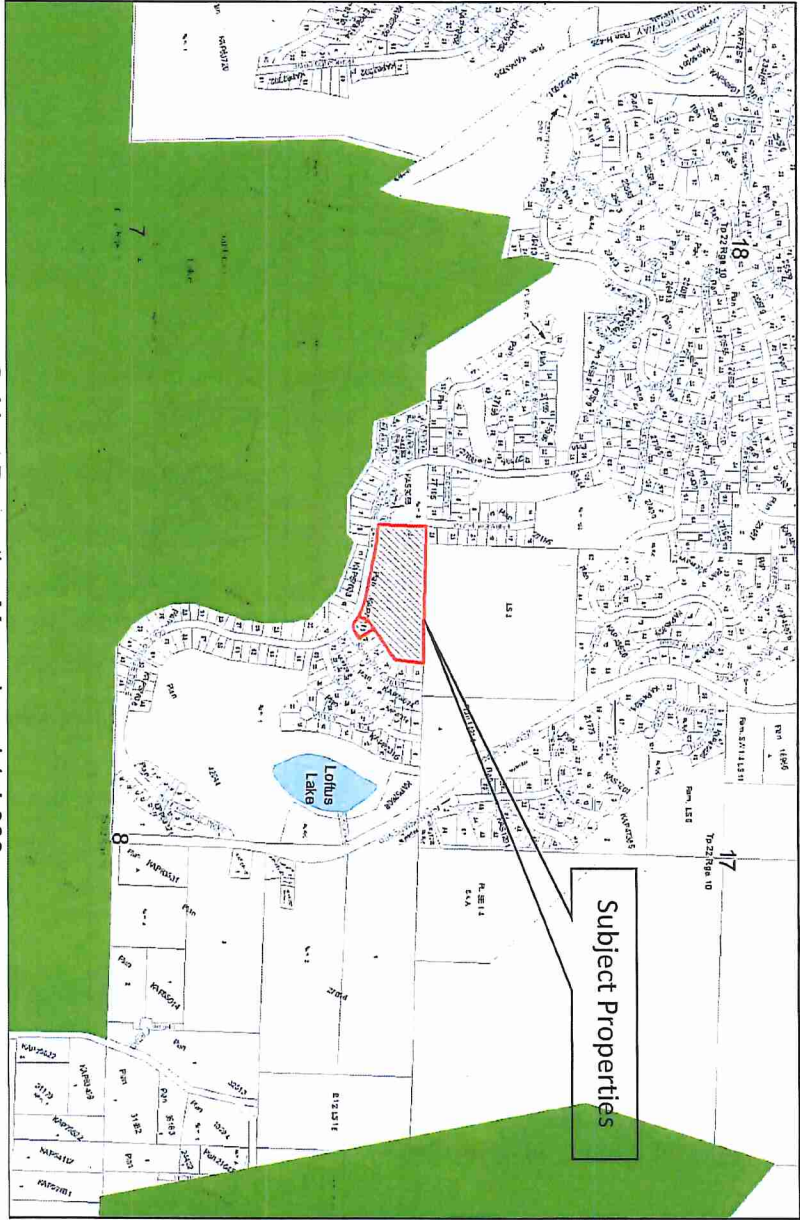
That the Board endorse staff recommendations.

**BOARD'S OPTIONS:**

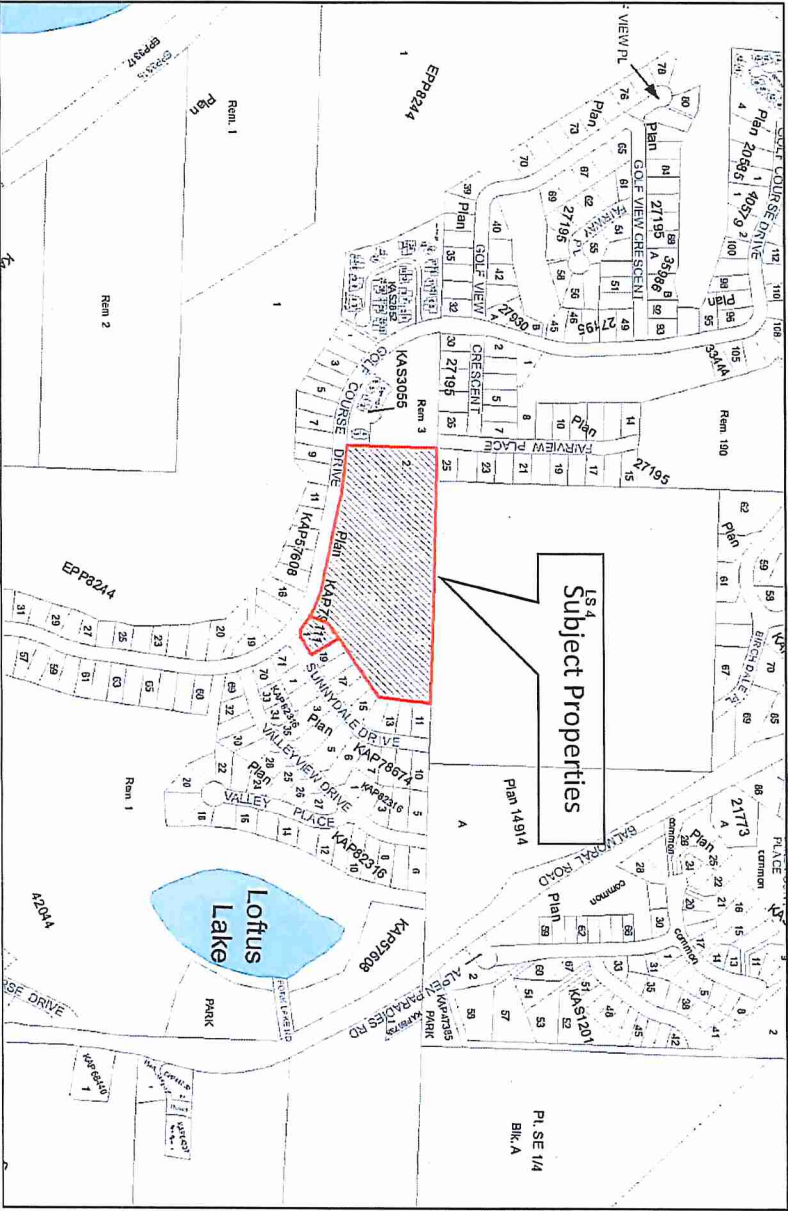
1. *Endorse recommendations. Bylaw No. 725-8 and Bylaw No. 701-87 will be given first readings and sent out to the referral agencies.*
2. *Decline first readings, Bylaw No. 725-8 and Bylaw No. 701-87 will be defeated. Staff will inform the Approving Authority that the current proposed subdivision does not comply with current zoning.*
3. *Defer.*
4. *Any other action deemed appropriate by the Board.*

**COMMUNICATIONS:** To be provided following referral process.

REVIEWED BY:	Date Signed Off (MO/DD/YR)	Approval Signature of Reviewing Manager or Team Leader
Development Services Team Leader	03/07/17	
Manager Development Services	03/09/17	
Manager Financial Services	03/10/17	



Location (1:7,500)



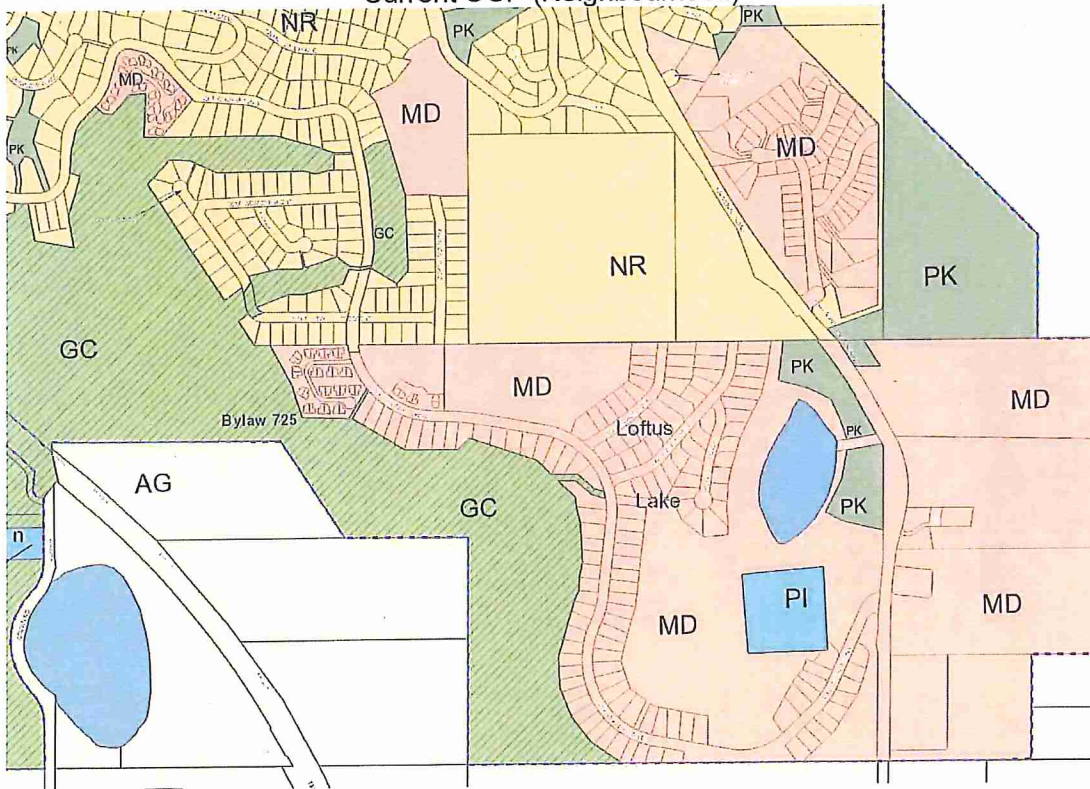
Subject Properties Map - Legal 1:4,000



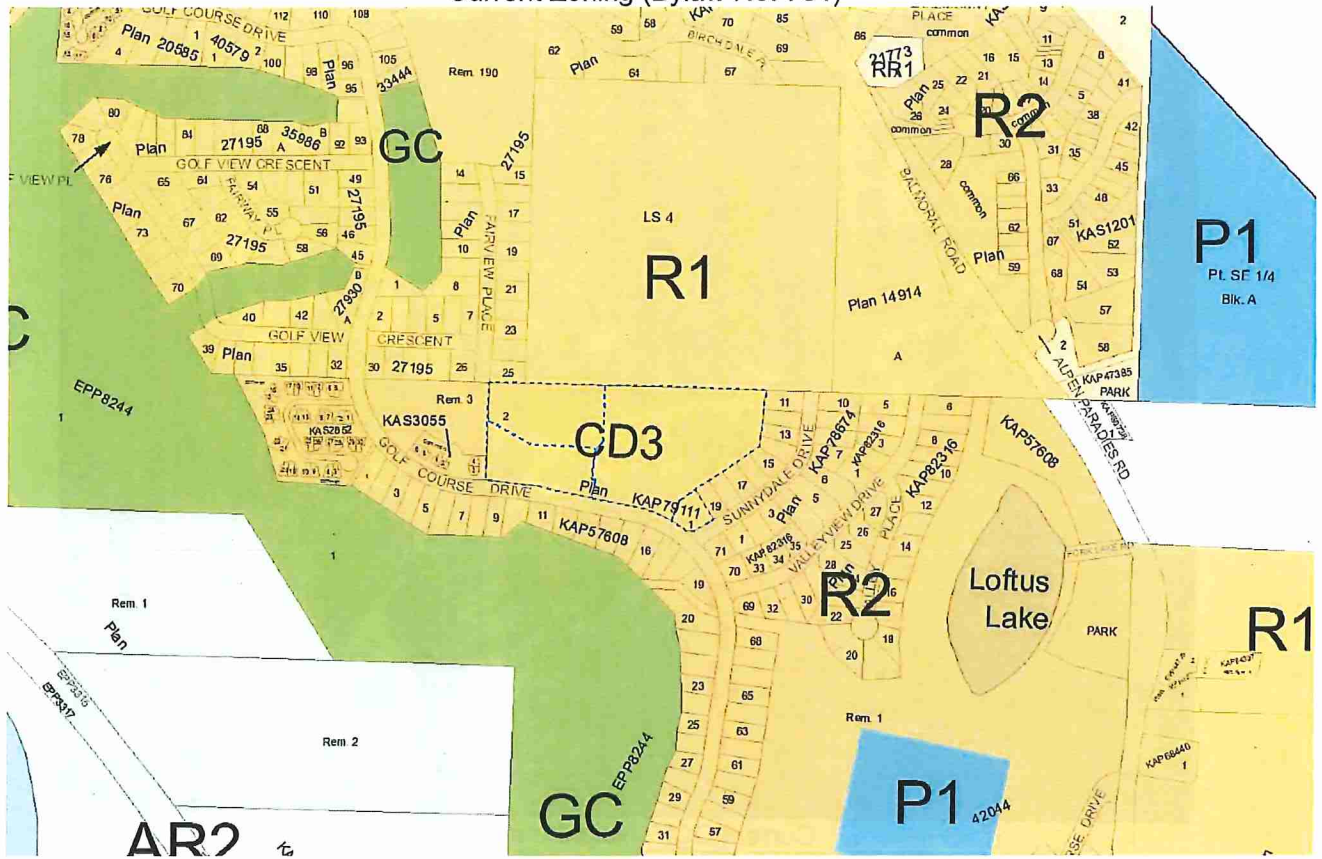
Orthophoto



Current OCP (Neighbourhood)



Current Zoning (Bylaw No. 701)







## APPENDIX 'A'

## Applicable OCP Policies

**Electoral Area 'C' Official Community Plan Bylaw No. 725**

The subject property is designated Medium Density (MD).

**3.3 Secondary Settlement Areas**

This section of the OCP gives the following objectives and policies to be considered;

**3.3.1 Objective**

- .1 To allow for predominantly residential development and some neighbourhood commercial development within Blind Bay, Eagle Bay, Sunnybrae and White Lake.

**3.3.2 Policies**

- .1 This designation applies to areas within the Blind Bay, Eagle Bay, Sunnybrae and White Lake Secondary Settlement Area boundaries, as outlined on Schedules B and C.
- .2 Permitted land uses within the Secondary Settlement Areas include: residential, neighbourhood commercial uses, recreational residential, community and health-related services, institutional uses, recreation, arts and cultural activities.
- .7 Where possible, new development will include dedicated pedestrian and non-motorized linkages to and through the development.
- .8 New commercial, industrial, multi-family and intensive residential development within the Secondary Settlement Areas is subject to the Form & Character Development Permit Area Guidelines.

**3.4 Residential****3.4.1 Policies**

- .1 New residential development will be directed to the Village Centre and Secondary Settlement Areas identified on Schedules B and C. Outside these areas, residential development is discouraged unless co-located with an agricultural use.
- .2 Residential development is subject to the following land use designations, housing forms and maximum densities:

Land Use Designation	Housing Form	Maximum Density
Medium Density (MD)	Detached	5 units/ac (1 unit/0.2 ac)
		12 units/ha (1 unit/0.08 ha)
	Semi-detached	8 units/ac (1 unit/0.13 ac)
20 units/ha (1 unit/0.05 ha)		
	Townhouse	12 units/ac (1 unit/0.13 ac)



		30 units/ha (1 unit/0.03 ha)
Neighbourhood Residential (NR)	Detached, Semi-detached	2 units per 1 acre (1 unit/0.2 ha)
Country Residential (CR)	Detached, Semi-detached	1 unit per 1 acre (0.4 ha)
Rural Residential (RR)	Detached, Semi-detached	1 unit per 2.5 acres (1 ha)
Rural Residential 2 (RR2)	Detached, Semi-detached	1 unit per 5 acres (2 ha)
Small Holdings (SH)	Detached, Semi-detached	1 unit per 10 acres (4 ha)
Medium Holdings (MH)	Detached, Semi-detached	1 unit per 20 acres (8 ha)
Large Holdings (LH)	Detached, Semi-detached	1 unit per 25 acres (10 ha)
Rural Holdings (RH)	Detached, Semi-detached	1 unit per 148 acres (60 ha)

- .3 Cluster forms of development are encouraged within the Sorrento Village Centre and Secondary Settlement Areas to reduce the amount of land affected by residential growth when the permitted number of units is clustered on part of the site, and the remaining area is protected in a natural state. Where cluster developments are located near natural features, such as waterbodies, the cluster development should be directed away from the natural features. Areas near the features should be protected common or public areas.
- .4 Bed and Breakfast businesses are appropriate provided they are consistent with the residential character of the neighbourhood and provide adequate on-site parking. Additional conditions for Bed and Breakfast businesses will be included in the zoning bylaw.
- .5 One secondary suite is appropriate in a detached home provided it is compatible with surrounding residential uses. Additional conditions related to a secondary suite will be included in the zoning bylaw.
- .6 Agricultural uses are appropriate in all designations. Outside ALR lands, agricultural uses are supported to an intensity compatible with surrounding uses. On ALR lands, agricultural uses are subject to the Agricultural Land Commission Act and Regulations.

#### 4.2 Housing for Seniors

In 2006, almost 24% of the population in the community was over 65 years of age. Another 22% was between the ages of 55 and 64. This age profile suggests an increasing need for housing and services appropriate for an aging population.

At the time this Plan was written, the amount of senior accommodation was limited to 16 units of subsidized seniors' housing in the Shuswap Lions Manor in Sorrento. This limited supply of housing compels seniors who can no longer physically live in a detached dwelling to move away from the community, to a larger centre such as Salmon Arm or Kamloops, where housing and services for seniors are available.

#### 4.2.1 Objective

- .1 To encourage development of affordable, appropriate housing for seniors to allow South Shuswap residents to age in place, close to friends and family.

#### 4.2.2 Policies

The Regional District encourages:

- .1 Applications for accessible and affordable housing for seniors to “age in place”, within the Village Centre and Secondary Settlement Areas. Seniors’ housing projects may include group housing, assisted living projects, and residential complex care facilities.
- .2 Non-profit and private seniors’ housing to locate within the Village Centre and Secondary Settlement Areas, close to services and amenities.
- .3 The creation of partnerships among the provincial and federal governments, the real estate community, social service agencies, faith-based organizations, service clubs, and other community resources to facilitate the development of seniors’ housing.

### 6.8 Archaeology Sites

Archaeological sites contain unique information about the past. These sites are protected by the Heritage Conservation Act, and a provincial heritage permit is required before development within a site may take place. Throughout BC, protected archaeological sites are being accidentally damaged with increasing frequency as a consequence of development. The South Shuswap contains a number of recorded archaeological sites and has the potential to contain more.

#### 6.8.1 Objective

- .1 To avoid or reduce damage to archaeological sites.

#### 6.8.2 Policy

The Regional District will:

- .1 Direct the applicant, if the property overlaps with a recorded archaeological site, to engage a professional consulting archaeologist to determine whether an archaeological impact assessment is required. Altering a protected archaeological site will require a Provincial Heritage Alteration Permit before any land altering activities.

### 12.5 Village Centre and Secondary Settlement Area Form and Character Development Permit Area

#### .1 Purpose

The Village Centre and Secondary Settlement Area (VCSSA) Form and Character DPA is designated under the *Local Government Act* for the establishment of form and character objectives for commercial, industrial and multi-family development in the Secondary Settlement Areas of the plan.

## .2 *Justification*

The Village Centre and Secondary Settlement Areas will experience the most increased density and commercial development over time. Therefore the primary objective of the VCSSA DPA is to promote a high level of building and site design in the most densely populated areas of Electoral Area 'C', which take into consideration pedestrian movement, public space, mixed use, and designing in harmony with site conditions, neighbourhood character and the existing built environment.

## .3 *Area*

This DPA applies to all commercial, industrial, multi-family residential and intensive residential (defined as a 5 or more single family residential subdivision) development as set out in Schedules B and C:

- .1 Within Sorrento Village Centre;
- .2 Within Secondary Settlement Areas; and,
- .3 On waterfront parcels (defined as those which have any portion of their parcel boundary in common with the natural boundary of a lake).

## .4 *Exemptions*

- .1 A single storey accessory building with a gross floor area less than 10 m<sup>2</sup> (107.4 ft<sup>2</sup>); or,
- .2 The complete demolition of a building and clean-up of demolition material. Partial demolition or reconstruction of a building requires a DP under this section.

## .5 *Guidelines*

1. New development in the form of pedestrian-oriented mainstreet building types or infill that creates enclosed nodes/courtyards is strongly encouraged;
2. New development that relies on multiple, short automobile trips to access different retail spaces on the same site (i.e. re-parking the car) are strongly discouraged;
3. New development should be of a form and character that relate to local climate and topography, and that take into consideration the form and character of surrounding buildings. When building on peaks or slopes, natural silhouettes should be maintained;
4. The primary pedestrian entrance to all units and all buildings should be from the street; if from the parking area, a pedestrian sidewalk should be provided. Entries should be visible and prominent;
5. Buildings on corners should have entries, windows and an active street presence on the two public facades to avoid the creation of blank walls in prominent locations. public facades to avoid the creation of blank walls in prominent locations;

6. Natural exterior building and landscaping materials, such as wood, rock or stone, or those that appear natural, are encouraged. Metal roofs are acceptable;
7. Weather protection in the form of awnings or canopies should be provided overall grade level entries to residential and retail units;
8. Design of signage and lighting should be integrated with the building facade and with any canopies or awnings;
9. Non retail commercial and industrial facilities including outside storage, garbage and recycling areas should be screened with fencing or landscaping or both;
10. Visible long blank walls should be avoided;
11. Driveways that intrude into the pedestrian realm are discouraged. Shared parking and access are encouraged;
12. Front parking is only supported in cases where landscaping provides a buffer between the parking and the street. All parking should be screened;
13. Dedicated pedestrian linkages (i.e. sidewalks and marked crosswalks across road) should be provided throughout parking lot(s) to access vehicles without the need to walk on the road, provided throughout parking lot(s) to access vehicles without the need to walk on the road, except marked crosswalks;
14. Provision for services and deliveries should be at the rear yards with appropriate screening to adjacent properties and public space. Where service entries are required at the fronts of buildings, care should be taken not to compromise the pedestrian environment;
15. Residential dwelling units in mixed use buildings may be located either above or behind a commercial unit, and may be accessed from the front, rear or side(s) of the building. This form of residential development is intended to contribute to variety in housing size and affordability; and,
16. Development of civic public spaces with gathering spots, benches, lighting, ornaments (sculptures, fountains, etc.) and landscaping are encouraged where none exist within a short walking distance.

**COLUMBIA SHUSWAP REGIONAL DISTRICT**  
**ELECTORAL AREA 'C' OFFICIAL COMMUNITY PLAN**  
**AMENDMENT (SHUSWAP LAKE ESTATES) BYLAW NO. 725-8**

A bylaw to amend the "Electoral Area 'C' Official Community Plan Bylaw No. 725"

WHEREAS the Board of the Columbia Shuswap Regional District adopted Bylaw No. 725;

AND WHEREAS the Board deems it appropriate to amend Bylaw No. 725;

NOW THEREFORE the Board of the Columbia Shuswap Regional District, in open meeting assembled, HEREBY ENACTS as follows:

1. Bylaw No. 725 cited as "Electoral Area 'C' Official Community Plan Bylaw No. 725" is hereby amended as follows:

A. TEXT AMENDMENT

1. Schedule A, (the Official Community Plan text), which forms part of the "Electoral Area 'C' Official Community Plan Bylaw No. 725" is hereby amended by:

- i) Section 3, Part 3.4 Residential is hereby amended by adding the following new Subsection 3.4.2.7:

".7 Notwithstanding 3.4.2.2, above, maximum allowable density within the MD designation are permitted to increase to a total of 19.0 units/ha on Lots 1 and 2, Sections 7 and 8, Township 22, Range 10, West of 6th Meridian, Kamloops Division Yale District, Plan KAP79111, only."

- ii) Section 4, Part 4.2 Housing for Seniors is hereby amended by adding the following Policy Subsection 4.2.2.4:

".4 Notwithstanding density limitations of the MD Residential designation, Seniors Housing are supported to a maximum density of 70 units/ha on Lots 1 and 2, Sections 7 and 8, Township 22, Range 10, West of 6th Meridian, Kamloops Division Yale District, Plan KAP79111, only."

- iii) Section 12, Part 12.5 Village Centre and Secondary Settlement Area Form and Character Development Permit Area is hereby amended by adding the following Guideline Subsection 12.5.5.17:

".17 Development of the Townhouse housing form or Seniors Housing facilities are encouraged to incorporate the following design features:

- i. All development in the Village Centre and Secondary Settlement Development Permit Area shall be of a quality and design that is sensitive to the existing form and character of nearby houses and neighbourhood. Such development should incorporate similar building orientation, massing and height as neighbouring development, as much as possible. Where Seniors Housing Facilities are contemplated, the building should incorporate either greater setbacks from neighbouring properties with lesser height, or similar heights at any transition boundaries.



- ii. All buildings and structures shall be designed with features, colour and finish which complement the natural setting and character of the designated area.
- iii. Building façades must incorporate surface depth and relief in the design to create a visually interesting structure.
- iv. All garbage and recycling bins are to be provided on site and fully screened (ie. consisting of fencing or landscaping) with secure enclosures.
- v. All buildings should be sited and designed with consideration for shading on adjacent properties, buildings and roadways. A shadow analysis will be required at the Development Permit stage for proposals for Seniors Housing buildings.
- vi. The impact of new development on existing view corridors should be minimized and long views to natural landscape and significant buildings or focal points should be maintained.
- vii. The building facade shall use architectural solutions to create varied and articulated building facades. Window placement and groupings, material palette and surface relief through massing or elements, among other techniques, may be explored to avoid a monolithic form.
- viii. Entrances should be emphasized with architectural forms such as height, massing, projection, shadow, punctuation and/or change in roofline or materials. Canopies, awnings, or recesses all help to define and distinguish an entrance.
- ix. Building materials should be chosen for their durability as well as their functional and aesthetic quality, while meeting Fire Smart principles. Vinyl siding, plastic, darkly tinted or mirrored glass and textured stucco are discouraged unless used thoughtfully in combination with other materials. Materials should be compatible with adjacent buildings, either as primary or accent materials.
- x. Materials used for the front facade should be carried around the building where any facades are within view of a public street.
- xi. Wherever possible, surface parking should be located internal to the development site and should include lighting, signage and minimal driveways.
- xii. Within surface parking lots, landscaping, trees and decorative paving should be used to break up the expansive hard surfaces.
- xiii. A detailed landscape plan must be provided with each Development Permit application. The plan shall indicate any existing landscaping that is proposed to remain within the development and all new landscaping to be installed on site. The objective shall be to retain existing trees within the development, where possible.
- xiv. All parking areas shall be hard surfaces, drained and maintained. Whenever possible, and where function, safety or use does not preclude it, permeable surfaces and on site stormwater retention are to be utilized. Paving stones or grass-crete is encouraged, but consideration will be given to permeable asphalt.
- xv. Roof top mechanical units and/or elevator equipment are required to be screened from view from all angles.
- xvi. A detailed pedestrian plan illustrating safe movement of people within parking areas, to/from entrances and exits, and public spaces, (eg. Crosswalks, sidewalks, etc.)"

BL 725-8

PAGE 3

- 2. This bylaw may be cited as "Electoral Area 'C' Official Community Plan Amendment (Shuswap Lake Estates) Bylaw No. 725-8."

READ a first time this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

READ a second time this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

PUBLIC HEARING held this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

READ a third time this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

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

\_\_\_\_\_  
CHAIR

CERTIFIED a true copy of Bylaw No. 725-8 as read a third time.

CERTIFIED a true copy of Bylaw No. 725-8 as adopted.

\_\_\_\_\_  
Corporate Officer

\_\_\_\_\_  
Corporate Officer



**COLUMBIA SHUSWAP REGIONAL DISTRICT****SOUTH SHUSWAP ZONING AMENDMENT****(SHUSWAP LAKE ESTATES) BYLAW NO. 701-87****A bylaw to amend the "South Shuswap Zoning Bylaw No. 701"**

WHEREAS the Board of the Columbia Shuswap Regional District adopted Bylaw No.701;

AND WHEREAS the Board deems it appropriate to amend Bylaw No. 701;

NOW THEREFORE the Board of the Columbia Shuswap Regional District, in open meeting assembled, HEREBY ENACTS as follows:

1. Bylaw No. 701 cited as "South Shuswap Zoning Bylaw No. 701" is hereby amended as follows:

A. TEXT AMENDMENT

- i. Schedule A, Zoning Bylaw Text, TABLE OF CONTENTS is hereby amended by amending SECTION 33 by replacing "CD 1" with "CDC 1".
- ii. Schedule A, Zoning Bylaw Text, TABLE OF CONTENTS is hereby amended by amending SECTION 33 by replacing "CD 3" with "CDC 3".
- iii. Schedule A, Zoning Bylaw Text, Section 1 Definitions is hereby amended by adding the following definitions:

"PARCEL is any lot, block or other area in which land is held or into which it is subdivided, but does not include a highway."

"TOWNHOUSE is a specific type of multi-family dwelling consisting of a building containing three (3) or more dwelling units that share common party walls, floors or ceilings with adjacent dwelling units, with each dwelling unit having separate exterior entrance."

"SENIORS HOUSING FACILITY means a residential housing facility intended for seniors where residents are provided with common living facilities in apartment housing, which provides some combination of personal care (meal assistance or provision, transportation for residents, medication management, dressing or bathing assistance) and/or hospitality services (laundry and housekeeping), and which may include facilities for onsite medical personnel, and where common amenity spaces and dining facilities are provided for the residents. This housing may or may not be licensed as required under the Community Care Facilities Act."

- iv. Schedule A, Zoning Bylaw Text, Section 1 Definitions is hereby amended by deleting the definition "SPECIAL CARE FACILITY".
- v. Schedule A, Zoning Bylaw Text, Section 4.1 Establishment of Zones Table 1 is hereby amended by replacing "CD 1" with "CDC 1"
- vi. Schedule A, Zoning Bylaw Text, Section 4.1 Establishment of Zones Table 1 is hereby amended by replacing "CD 2" with "CDC 2"
- vii. Schedule A, Zoning Bylaw Text, Section 4.1 Establishment of Zones Table 1 is hereby amended by replacing "CD 3" with "CDC 3".

- viii. Schedule A, Zoning Bylaw Text, Section 31 is hereby amended by replacing every occurrence of "CD 1" with "CDC 1".
- ix. Schedule A, Zoning Bylaw Text, is further amended by replacing Section 33, with a new Section 33 as follows:

**"CDC 3 Comprehensive Development 3 Zone**

**Section 33**

**Purpose**

*The purpose of the CDC 3 zone is to provide for a unique zone allowing for a variety of residential use housing forms including single family dwellings (detached), duplex housing (semi-detached), townhouse, and seniors housing with varying lot sizes as part of a strata development.*

**Permitted Uses**

33.1 The following uses and no others are permitted in the CDC 3 Zone:

- .1 single family dwelling;
- .2 duplex;
- .3 townhouse;
- .4 seniors housing facility;
- .5 accessory use.

**Accessory Uses**

33.2 The following accessory uses are permitted where the permitted use is a single family dwelling:

- .1 home business;
- .2 bed and breakfast;
- .3 accessory use.

### Regulations for Single Family Dwelling

- 33.3 On an area zoned CDC 3 there shall be no use and no single family dwelling parcel or duplex building or structure shall be subdivided, constructed, located or altered which contravenes the regulations established in the table below in which Column I sets out the matter to be regulated and Column II sets out the regulations:

COLUMN I MATTER TO BE REGULATED	COLUMN II REGULATIONS
.1 Minimum Parcel Size for New Subdivisions: <ul style="list-style-type: none"> <li>• Where a parcel is served by both a community water system and a community sewer system</li> <li>• In all other cases</li> </ul>	340 m <sup>2</sup> 1ha
.2 Maximum Number of Single Family Dwellings Per Parcel:	1
.3 Maximum Density of Single Family Dwelling Parcels	19 per hectare
.4 Maximum height for: <ul style="list-style-type: none"> <li>• Principal buildings and structures</li> <li>• Accessory buildings</li> </ul>	10 m 6 m
.5 Minimum Setback from: <ul style="list-style-type: none"> <li>• front parcel line</li> <li>• exterior side parcel line</li> <li>• interior side parcel line</li> <li>• rear parcel line</li> </ul>	3.65 m 3.65 m 1.2 m 5.0 m
.6 Maximum Coverage	70%

**Regulations for Townhouse**

- 33.4 On an area zoned CDC 3 there shall be no use and no townhouse building or structure shall be constructed, located or altered which contravenes the regulations established in the table below in which Column I sets out the matter to be regulated and Column II sets out the regulations:

<b>COLUMN I MATTER TO BE REGULATED</b>	<b>COLUMN II REGULATIONS</b>
.1 Minimum Parcel Size for New Subdivisions:	340 m <sup>2</sup>
.2 Maximum Gross Floor Area of Accessory Buildings Where the Parcel Area is: <ul style="list-style-type: none"> <li>• 1400 m<sup>2</sup> or less</li> <li>• more than 1400 m<sup>2</sup></li> </ul>	45 m <sup>2</sup> 60 m <sup>2</sup>
.3 Maximum height for: <ul style="list-style-type: none"> <li>• Principal buildings and structures</li> <li>• Accessory buildings</li> </ul>	10 m 7 m
.4 Minimum Setback from the: <ul style="list-style-type: none"> <li>• front parcel line</li> <li>• exterior side parcel line</li> <li>• interior side parcel line</li> <li>• interior side parcel line (shared party wall)</li> <li>• rear parcel line</li> </ul>	3.65 m 4.5 m 2 m 0.0 m 5 m
.5 Maximum Coverage	60%
.6 Maximum Density of Townhouses	30 dwelling units/ha

**Regulations for Seniors Independent Living Facility**

- 33.5 On an area zoned CDC 3 there shall be no seniors housing facility use and no building or structure shall be constructed, located or altered which contravenes the regulations established in the table below in which Column I sets out the matter to be regulated and Column II sets out the regulations:

<b>COLUMN I MATTER TO BE REGULATED</b>	<b>COLUMN II REGULATIONS</b>
.1 Minimum Parcel Size for New Subdivisions:	1.0 ha
.2 Maximum height for: <ul style="list-style-type: none"> <li>• Principal buildings and structures</li> <li>• Accessory buildings</li> </ul>	20 m 7 m
.3 Minimum Setback from: <ul style="list-style-type: none"> <li>• front parcel line</li> <li>• exterior side parcel line</li> <li>• interior side parcel line</li> <li>• rear parcel line</li> </ul>	5 m 4.5 m 4.5 m 5 m
.4 Maximum Coverage	50%
.5 Maximum Density	70 dwelling units/ha

- x. Schedule B, Parking Provisions, Table 1 Required off-street parking spaces is hereby amended by adding the following row:

Seniors Housing Facility	0.75 per dwelling unit, plus 1 visitor parking space for every 5 dwelling units, clearly marked as 'visitor parking'
--------------------------	--

Between "School, Secondary", and "Service Station".

#### B. MAP AMENDMENT

1. Schedule C, Zoning Maps, which forms part of the "South Shuswap Zoning Bylaw No. 701" is hereby amended as follows:
  - i) rezoning that part of Lot 2, Sections 7 and 8, Township 22, Range 10, West of 6<sup>th</sup> Meridian, Kamloops Division Yale District, Plan KAP79111 which part is more particularly shown hatched on Schedule 1 attached hereto and forming part of this bylaw, from CD 3 COMPREHENSIVE DEVELOPMENT ZONE 3 DEVELOPMENT AREA 1, to CDC 3 COMPREHENSIVE DEVELOPMENT ZONE 3, and;
  - ii) rezoning that part of Lot 2, Sections 7 and 8, Township 22, Range 10, West of 6<sup>th</sup> Meridian, Kamloops Division Yale District, Plan KAP79111 which part is more particularly shown checkered on Schedule 1 attached hereto and forming part of this bylaw, from CD 3 COMPREHENSIVE DEVELOPMENT ZONE 3 DEVELOPMENT AREA 2, to CDC 3 COMPREHENSIVE DEVELOPMENT ZONE 3, and;
  - iii) rezoning that part of Lot 2, Sections 7 and 8, Township 22, Range 10, West of 6<sup>th</sup> Meridian, Kamloops Division Yale District, Plan KAP79111 which part is more particularly shown dotted triangular on Schedule 1 attached hereto and forming part of this bylaw, from CD 3 COMPREHENSIVE DEVELOPMENT ZONE 3 DEVELOPMENT AREA 3, to CDC 3 COMPREHENSIVE DEVELOPMENT ZONE 3, and
  - iv) rezoning Lot 1, Section 8, Township 22, Range 10, West of 6<sup>th</sup> Meridian, Kamloops Division Yale District, Plan KAP79111 which part is more particularly shown stippled on Schedule 1 attached hereto and forming part of this bylaw, from CD 3 COMPREHENSIVE DEVELOPMENT ZONE 3 DEVELOPMENT AREA 4, to CDC 3 COMPREHENSIVE DEVELOPMENT ZONE 3.

Bylaw No. 701-87

Page 6

2. This bylaw may be cited as "South Shuswap Zoning Amendment (Shuswap Lake Estates) Bylaw No. 701-87."

READ a first time this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

READ a second time this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

PUBLIC HEARING held this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

READ a third time this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_ 2017.

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

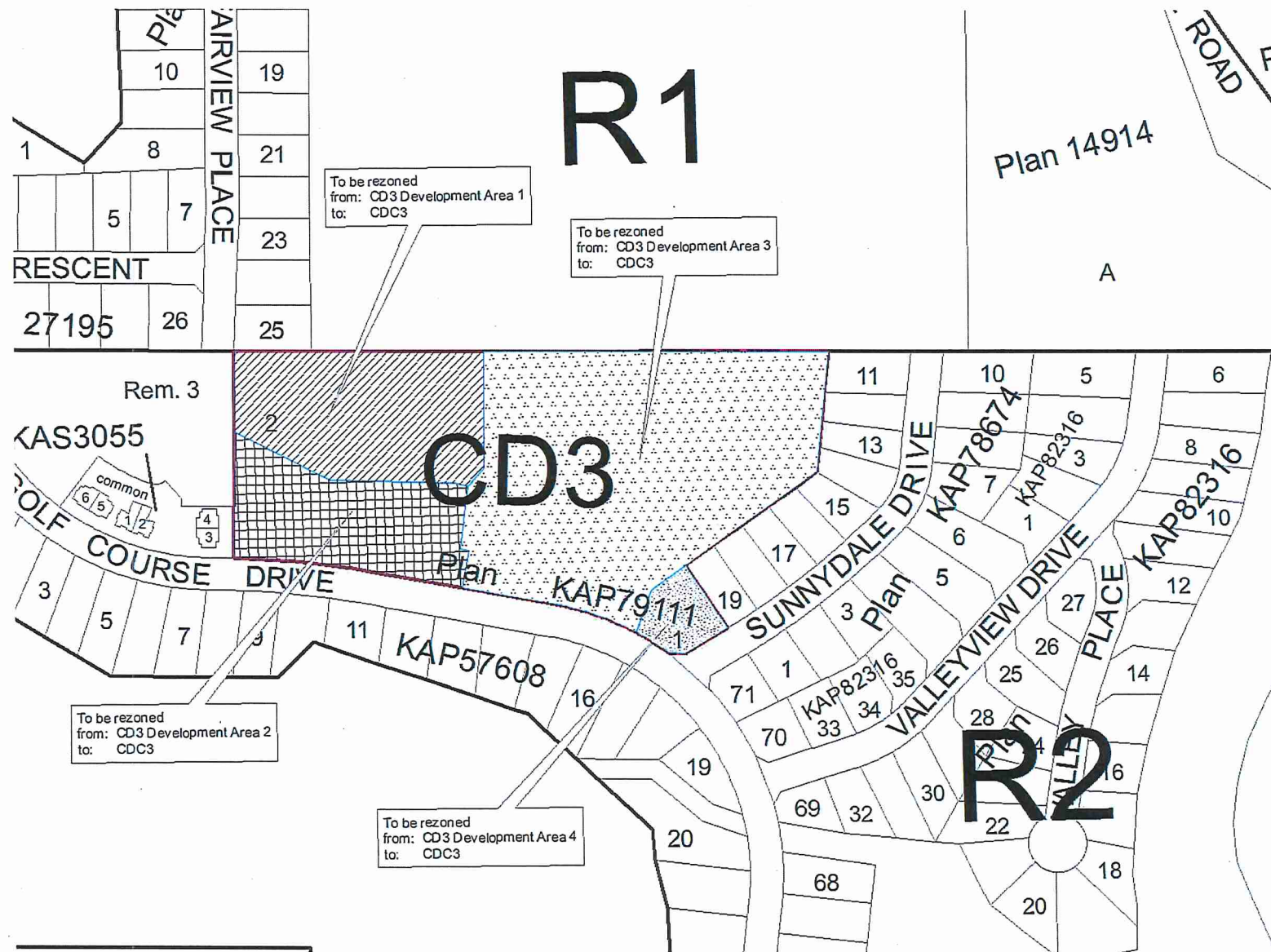
\_\_\_\_\_  
CHAIR

CERTIFIED a true copy of Bylaw No. 701-87  
as read a third time.

CERTIFIED a true copy of Bylaw No. 701-87  
as adopted.

\_\_\_\_\_  
Corporate Officer

\_\_\_\_\_  
Corporate Officer



To be rezoned  
from: CD3 Development Area 1  
to: CDC3

To be rezoned  
from: CD3 Development Area 3  
to: CDC3

To be rezoned  
from: CD3 Development Area 2  
to: CDC3

To be rezoned  
from: CD3 Development Area 4  
to: CDC3

**SOUTH SHUSWAP ZONING AMENDMENT  
(SHUSWAP LAKE ESTATES) BYLAW NO. 701-87**

**SCHEDULE 1**

Bylaw No. 701-87

June 9, 2017

Mr. Dan Passmore, Senior Planner  
Columbia Shuswap Regional District  
P.O. Box 978  
Salmon Arm, BC V1E 4P1

<input type="checkbox"/> CAO	<input type="checkbox"/> Agenda	Ownership:
<input type="checkbox"/> Works	<input type="checkbox"/> Reg Board	File #
<input type="checkbox"/> DS	<input type="checkbox"/> In Camera	
<input type="checkbox"/> Fin/Adm	<input type="checkbox"/> Other Mtg	
JUN 12 2017		
<input type="checkbox"/> Ec Dev	<b>RECEIVED</b>	Ack Sent:
<input type="checkbox"/> IT	<input type="checkbox"/> Staff to Report	<input type="checkbox"/> Fax
<input type="checkbox"/> Parks	<input type="checkbox"/> Staff to Respond	<input type="checkbox"/> Mail
<input type="checkbox"/> SEP	<input type="checkbox"/> Staff Info Only	<input type="checkbox"/> Email
<input type="checkbox"/> RA	<input type="checkbox"/> Dir. Circulate	
<input type="checkbox"/> Other		

**RE: PROPOSED: Electoral Area 'C' Official Community Plan Amendment (Shuswap Lake Estates) Bylaw No. 725-8 South Shuswap Zoning Amendment (Shuswap Lake Estates) Bylaw No. 701-87**

Dear Mr. Passmore,

We are writing to express our concerns over the proposed amendments listed above. We are aware of the fact that the development of the property in question had been approved previously and that these amendments basically serve to align the proposed development with the more recent Electoral Area 'C' Community Plan. However, we see a major flaw in the guidelines as presented. As mentioned in the Board Report of February 27, 2017, the creation of design guidelines is an ongoing process. We agree that the purpose of guidelines is to provide better direction to developers, staff and the Board.

According to the Report, Sewage, Water and Access are the Key Issues/Concepts that have been identified. As pointed out, the first two are adequately supplied by the developer. Access, however, is simply Golf Course Drive. Herein lies the major issue.

At the initial information meeting in December, 2016 at the Shuswap Lake Estates Office Building, we spoke out, on record, against the development citing the increased traffic to the area, the lack of pedestrian safety, and the disregard by drivers to adhere to the speed limit in a residential area where the roads are shared by vehicles, cyclists, and pedestrians (w/w/o pets).

Golf Course Drive is a provincially controlled rural road running through the residential subdivision of Shuswap Lake Estates. Being a rural road, no curbs, gutters, or sidewalks are provided. The road is narrow with no shoulders. It currently serves as the main access to the subdivision which includes, the golf course, the Blind Bay Market strip mall, and all of the residential areas branching off of the road. During the golf season, Golf Course Drive serves as the only walking pathway in the area and is used extensively by area resident for this purpose. The increased traffic that would accompany this development would add additional concerns about the safety of this road.

Along Golf Course Drive, there are currently approximately 270 residences, the majority being single family homes. Included in this number are two condo developments, one with 26 units, the other with 30 units. There is one unfinished duplex development with 10 completed units.

Golf Course Drive in its present form is evidence of planning for a rural subdivision. The standards which have been set over the years in this rural area have much appeal to its property



owners/residents. As described above, traffic flow through the area has been adversely affected by changes in access to the Trans Canada Highway and current traffic loads have already surpassed anything that Golf Course Drive was designed to handle. With the potential for approximately 152 additional single family dwellings housing units, or 240 townhouses, or 560 senior housing units, the acceptance of the proposed zoning amendment raises significant concerns for all residing along Golf Course Drive. If all of these were developed as senior housing units, a possible 200% increase in the number of housing units along Golf Course Drive could mean an additional traffic load of over 300 vehicles. This development is totally untenable without the construction of at least one additional roadway into the subdivision.


Access roads are a major planning consideration within urban communities. With increased density housing being contemplated and approved by the CSRD, access roads must gain the priority ranking of issues such as sewage and water. No amendments to the Official Community Plan should be made until guidelines for access roads to serve proposed developments have been developed and are in place. It is next to impossible to go back and fix problems that were created through the lack of such considerations.

Urban centres must ensure quality road infrastructure is in place prior to any expansion of residential areas. Access roads are designed to handle anticipated traffic flow and ensure the safety of residents. As Shuswap Lake Estates transitions from rural development to urban development, the need for guidance such as provided by the Official Community Plan becomes increasingly important. The provision of access roads to development projects should not be piecemeal and, we stress again, the importance of developing guidelines with this in mind.

This area would not be what it is today without development occurring. We are not against planned development that takes into account each of the key issues/concepts: water/sewage/access. As it currently exists, the strain on Golf Course Drive, would be significantly reduced through the creation of an additional access road. By extending Valleyview Drive and have it connect with an additional access to the new subdivision, as well as to Balmoral Road, residents in the proposed subdivision would be provided with another means of entering and exiting the proposed development.

Further consideration should be given to the development of guidelines governing access roads as an integral part of all development proposals. These need to be in the OCP prior to passing these amendments. The simple existence of a road cannot be all that is required. As with water and sewage, there are many other factors to be considered as to whether or not any particular access road meets the needs of the residents and community at large!

Sincerely,

  
Larry and Jane Stephenson  
2706 Golf Course Drive



cc. Paul Demenok  
CSRD Area C Director

*Dec. 8th*

June 12,, 2017 6pm

CSRD Public Hearing  
 Electoral Area "C" Official Community Plan Amendment (Shuswap Lake Estates) Bylaw No. 725-8 South Shuswap Zoning Amendment (Shuswap Lake Estates) Bylaw No. 701-87.

We appreciate the opportunity to present our concerns related to the Area "C" Official Community Plan Amendment (Bylaw No. 725-8) and the South Shuswap Zoning Amendment (Bylaw No. 701-87).

*In our opinion,*

All development planned in the two parcels will have a significant affect on the residents living <sup>in homes</sup> or owning lots adjacent to this currently undeveloped, large, open land utilized by many members of this community.

Our main concerns are as follows:

1. Increased density within the area

- 37 units are planned
- if 2 people reside in each unit this will result in 74 additional people
- if each unit has 2 vehicles this will result in 74 additional vehicles

2. Increased traffic flow

- Golf Course Drive is a major corridor for vehicles between Balmoral and Cedar Drive *and fluctuates seasonally. Predominant use is between Apr - Nov.*
- while the posted speed limit is 50km/hr frequently/regularly vehicles travel more quickly
- with pedestrians and vehicles traveling in both directions, pedestrians need to move off the road and onto the narrow shoulder; *this can be hazardous to pedestrians and drivers alike*
- If one is walking with pets, this can create challenges for all parties

<input type="checkbox"/> CAO	<input type="checkbox"/> Agenda	Ownership:
<input type="checkbox"/> Works	<input type="checkbox"/> Reg Board	File #
<input type="checkbox"/> DS	<input type="checkbox"/> In Camera	
<input type="checkbox"/> Fin/Adm	<input type="checkbox"/> Other Mtg	
JUN 12 2017		
<input type="checkbox"/> Ec Dev	RECEIVED	Ack Sent:
<input type="checkbox"/> IT	<input type="checkbox"/> Staff to Report	<input type="checkbox"/> Fax
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- Golf Carts use Golf Course Drive to access the golf course - increased traffic makes this more risky
- Golf Course Dr. is a major pedestrian route in all seasons. Increased traffic flow will minimize the pleasure people derive from their daily exercise routine.

### 3. Location of entrance to proposed Autumn Ridge Strata Development

- the proposed entrance/exit will have a very significant affect to established homes built on lots 16, 15 and 14, particularly lot 15, ours, as the entrance exit is planned to be directly across the street from our home.
- Real Estate agents have reported that homes on "T" intersections are more difficult to sell than homes not on "T" intersections. *Some agents do not take listings on "T" intersections*
- If Golf Course Drive is the only option for access, we strongly recommend reconsideration of this entrance/exit to across from the currently undeveloped lot 13 which is <sup>we understand 13</sup> owned by an owner/builder within the area. <sup>^</sup>

### 4. Current use of undeveloped land:

- park-like setting to walk dogs
- snowshoeing
- walking route for local community
- families riding mountain bikes
- segway *experience*

### 5. Development will Displace existing recreation use:

- what other amenities are available to the current users of this park-like space?
- what is being done to provide accessible, safe outdoor recreation trails or land parcels?
- the current walking paths around the sewage treatment ponds is not exactly experiencing Beautiful Natural British Columbia in it's finest.

- The established parkland off of Balmoral Drive (reported as 5% of Shuswap Lake Estates) is not <sup>road</sup> accessible, is remote, and not appealing if one is looking for a safe walking route.
- We strongly recommend Shuswap Lake Estates establish permanent outdoor recreational walking/hiking trails for the community prior to any further development.

#### 6. Increased Demand on existing infrastructure:

- roadways
- Water Supply
- Sewage Treatment
- Water restrictions in effect annually
- what types of levies will current and future owners be presented with where increased development takes place

#### 7. Why develop?

##### Fox Glenn Phase 4:

(based on the on-line information)

- 16 lots available in this phase
- only 2 lots show as sold (#4 & #16)
- 14 lots unsold
- 87% unsold
- 13% sold

##### Highlands

(based on the on-line information)

- 74 lots available for purchase
- 18 lots sold
- 56 lots unsold
- 23% sold
- 77% unsold

In summary, we recognize the need and interest in “aging gracefully” within one’s community and the proposed development has the potential for accomplishing this. However if the purpose of this

development is to appeal to buyers not currently residing in the area, we question the motivation of the developers, as it does not appear to be in the current neighbourhood's best interest.

Respectfully submitted by Residents of 2714 Golf Course Drive

Anecdotally -

Forthright with what  
was proposed/planned

When we were considering purchasing this home  
in <sup>late</sup> August / Sept. of last year we asked SLE staff  
what the plans were for this site.

We were told <sup>where</sup> the Seniors Residence would be located  
at the side of the property adjacent to Fairview Pl, but would  
not be developed for a long time.

Also BBC Hydro was surveying <sup>assessing</sup> the area along Golf Course Dr.  
& Sunnydale, showing us a site map of individual single family  
residences.

This map <sup>gave</sup> no indication <sup>of</sup> the <sup>development</sup> or that any  
the entrance would be across from  
our home.

If we had known <sup>development was planned</sup> this we would never have bought  
the home.

We were <sup>specifically</sup> looking for a <sup>phase</sup> ~~one~~ that  
was calm & established; not one  
that will have major construction. Our current/  
future medical circumstances influenced our decision to  
purchase the home we chose.

Should this development proceed with the timeline  
proposed we will seriously need to consider relocation. If this  
were to occur, the developer continues to profit, and we  
will likely take a loss; a very unfortunate outcome.

12 JUNE 17

TO: COLUMBIA SAUSWAY REG DISTRICT [CSRD]  
P.O Box 478  
SALMON ARM B.C. V1E 4P1.

FR: JIM LEIPER  
Box 478  
SORRENTO, B.C. V0E 2W0

SUB: ELECTORAL AREA 'C' OFFICIAL COMMUNITY PLAN  
AMMENDMENT [SHUSHWAY LAKE ESTATES] B.L. NO. 725  
& SOUTH SHUSHWAY ZONING AMMENDT. [SHUSHWAY LAKE  
ESTATES] B.L. 701-87

DEAR MR PASSMORE,

I SUPPORT THE APPROVAL OF SUB: AMMENDTS -  
PERIOD. THE APPLICANT WISHES TO IMPROVE OUR  
LOCAL COMMUNITY ONCE AGAIN. BRAVO!

KINDEST REGARDS  
Jim Leiper

<input type="checkbox"/> CAO	<input type="checkbox"/> Agenda	Ownership:
<input type="checkbox"/> Works	<input type="checkbox"/> Reg Board	File#
<input type="checkbox"/> DS	<input type="checkbox"/> In Camera	
<input type="checkbox"/> Fin/Adm	<input type="checkbox"/> Other Mtg	
<b>JUN 12 2017</b>		
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<input type="checkbox"/> Parks	<input type="checkbox"/> Staff Info Only	<input type="checkbox"/> Mail
<input type="checkbox"/> SEP	<input type="checkbox"/> Dir Mailbox	<input type="checkbox"/> Email
<input type="checkbox"/> HR	<input type="checkbox"/> Dir Circulate	
<input type="checkbox"/> Other		

## Dan & Bonnie Baskill

2662 Blind Bay Road  
Blind Bay, BC.  
VOE 1H1  
(250) 803-2595

June 12, 2017

Columbia Shuswap Regional District  
PO Box 978, Salmon Arm, BC, V1E 4P1.

Attention: Dan Passmore

Re: **Electoral Area 'C' Official Community Plan Amendment (Shuswap Lake Estates) Bylaw No. 725-8 South Shuswap Zoning Amendment (Shuswap Lake Estates) Bylaw No. 701-87**

Dear Mr. Passmore.

We write in support of the afore-mentioned OCP Amendment, and appreciate the efforts of the Applicant to improve our local community through important senior's housing opportunities.

Kindly add our two names in favor as presented.

Sincerely,

Dan & Bonnie Baskill

A handwritten signature in blue ink, appearing to read 'Dan & Bonnie Baskill', with a stylized flourish at the end.

dbaskill@hotmail.com



## **Blind Bay Resort Inc.**

**2698 Blind Bay Road  
Blind Bay, BC.  
V0E 1H1  
(250) 803-2595**

June 12, 2017

Columbia Shuswap Regional District  
PO Box 978, Salmon Arm, BC, V1E 4P1.

Attention: Dan Passmore

Re: **Electoral Area 'C' Official Community Plan Amendment (Shuswap Lake Estates) Bylaw No. 725-8 South Shuswap Zoning Amendment (Shuswap Lake Estates) Bylaw No. 701-87**

Dear Mr. Passmore.

We write in support of the afore-mentioned OCP Amendment, and appreciate the efforts of the Applicant to improve our local community through important senior's housing opportunities.

Kindly add our three businesses, Blind Bay Resort Inc., Jaydan Ventures Inc., and Brazen Bear Farm in favor as presented.

Sincerely,

Dan & Bonnie Baskill

A handwritten signature in blue ink, appearing to read 'Dan & Bonnie Baskill', written in a cursive style.

dbaskill@hotmail.com

**COLUMBIA SHUSWAP REGIONAL DISTRICT**  
**ELECTORAL AREA 'C' OFFICIAL COMMUNITY PLAN**  
**AMENDMENT (SHUSWAP LAKE ESTATES) BYLAW NO. 725-8**

A bylaw to amend the "Electoral Area 'C' Official Community Plan Bylaw No. 725"

WHEREAS the Board of the Columbia Shuswap Regional District adopted Bylaw No. 725;

AND WHEREAS the Board deems it appropriate to amend Bylaw No. 725;

NOW THEREFORE the Board of the Columbia Shuswap Regional District, in open meeting assembled, HEREBY ENACTS as follows:

1. Bylaw No. 725 cited as "Electoral Area 'C' Official Community Plan Bylaw No. 725" is hereby amended as follows:
  - A. TEXT AMENDMENT
    1. Schedule A, (the Official Community Plan text), which forms part of the "Electoral Area 'C' Official Community Plan Bylaw No. 725" is hereby amended by:
      - i) Section 3, Part 3.4 Residential is hereby amended by adding the following new Subsection 3.4.2.7:

".7 Notwithstanding 3.4.2.2, above, maximum allowable density within the MD designation are permitted to increase to a total of 19.0 units/ha on Lots 1 and 2, Sections 7 and 8, Township 22, Range 10, West of 6th Meridian, Kamloops Division Yale District, Plan KAP79111, only."
      - ii) Section 4, Part 4.2 Housing for Seniors is hereby amended by adding the following Policy Subsection 4.2.2.4:

".4 Notwithstanding density limitations of the MD Residential designation, Seniors Housing are supported to a maximum density of 70 units/ha on Lots 1 and 2, Sections 7 and 8, Township 22, Range 10, West of 6th Meridian, Kamloops Division Yale District, Plan KAP79111, only."
      - iii) Section 12, Part 12.5 Village Centre and Secondary Settlement Area Form and Character Development Permit Area is hereby amended by adding the following Guideline Subsection 12.5.5.17:

".17 Development of the Townhouse housing form or Seniors Housing facilities are encouraged to incorporate the following design features:
        - i. All development in the Village Centre and Secondary Settlement Development Permit Area shall be of a quality and design that is sensitive to the existing form and character of nearby houses and neighbourhood. Such development should incorporate similar building orientation, massing and height as neighbouring development, as much as possible. Where Seniors Housing Facilities are contemplated, the building should incorporate either greater setbacks from neighbouring properties with lesser height, or similar heights at any transition boundaries.

- ii. All buildings and structures shall be designed with features, colour and finish which complement the natural setting and character of the designated area.
- iii. Building façades must incorporate surface depth and relief in the design to create a visually interesting structure.
- iv. All garbage and recycling bins are to be provided on site and fully screened (ie. consisting of fencing or landscaping) with secure enclosures.
- v. All buildings should be sited and designed with consideration for shading on adjacent properties, buildings and roadways. A shadow analysis will be required at the Development Permit stage for proposals for Seniors Housing buildings.
- vi. The impact of new development on existing view corridors should be minimized and long views to natural landscape and significant buildings or focal points should be maintained.
- vii. The building facade shall use architectural solutions to create varied and articulated building facades. Window placement and groupings, material palette and surface relief through massing or elements, among other techniques, may be explored to avoid a monolithic form.
- viii. Entrances should be emphasized with architectural forms such as height, massing, projection, shadow, punctuation and/or change in roofline or materials. Canopies, awnings, or recesses all help to define and distinguish an entrance.
- ix. Building materials should be chosen for their durability as well as their functional and aesthetic quality, while meeting Fire Smart principles. Vinyl siding, plastic, darkly tinted or mirrored glass and textured stucco are discouraged unless used thoughtfully in combination with other materials. Materials should be compatible with adjacent buildings, either as primary or accent materials.
- x. Materials used for the front facade should be carried around the building where any facades are within view of a public street.
- xi. Wherever possible, surface parking should be located internal to the development site and should include lighting, signage and minimal driveways.
- xii. Within surface parking lots, landscaping, trees and decorative paving should be used to break up the expansive hard surfaces.
- xiii. A detailed landscape plan must be provided with each Development Permit application. The plan shall indicate any existing landscaping that is proposed to remain within the development and all new landscaping to be installed on site. The objective shall be to retain existing trees within the development, where possible.
- xiv. All parking areas shall be hard surfaces, drained and maintained. Whenever possible, and where function, safety or use does not preclude it, permeable surfaces and on site stormwater retention are to be utilized. Paving stones or grass-crete is encouraged, but consideration will be given to permeable asphalt.
- xv. Roof top mechanical units and/or elevator equipment are required to be screened from view from all angles.
- xvi. A detailed pedestrian plan illustrating safe movement of people within parking areas, to/from entrances and exits, and public spaces, (eg. Crosswalks, sidewalks, etc.)"

BL 725-8

PAGE 3

2. This bylaw may be cited as "Electoral Area 'C' Official Community Plan Amendment (Shuswap Lake Estates) Bylaw No. 725-8."

READ a first time this 23 day of March, 2017.

READ a second time this 18 day of May, 2017.

PUBLIC HEARING held this 12 day of June, 2017.

READ a third time this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

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

\_\_\_\_\_  
CHAIR

CERTIFIED a true copy of Bylaw No. 725-8  
as read a third time.

CERTIFIED a true copy of Bylaw No. 725-8  
as adopted.

\_\_\_\_\_  
Corporate Officer

\_\_\_\_\_  
Corporate Officer

**COLUMBIA SHUSWAP REGIONAL DISTRICT**  
**SOUTH SHUSWAP ZONING AMENDMENT**  
**(SHUSWAP LAKE ESTATES) BYLAW NO. 701-87**

A bylaw to amend the "South Shuswap Zoning Bylaw No. 701"

WHEREAS the Board of the Columbia Shuswap Regional District adopted Bylaw No.701;

AND WHEREAS the Board deems it appropriate to amend Bylaw No. 701;

NOW THEREFORE the Board of the Columbia Shuswap Regional District, in open meeting assembled, HEREBY ENACTS as follows:

1. Bylaw No. 701 cited as "South Shuswap Zoning Bylaw No. 701" is hereby amended as follows:

A. TEXT AMENDMENT

- i. Schedule A, Zoning Bylaw Text, TABLE OF CONTENTS is hereby amended by amending SECTION 33 by replacing "CD 1" with "CDC 1".
- ii. Schedule A, Zoning Bylaw Text, TABLE OF CONTENTS is hereby amended by amending SECTION 33 by replacing "CD 3" with "CDC 3".
- iii. Schedule A, Zoning Bylaw Text, Section 1 Definitions is hereby amended by adding the following definitions:
 

"PARCEL is any lot, block or other area in which land is held or into which it is subdivided, but does not include a highway."

"TOWNHOUSE is a specific type of multi-family dwelling consisting of a building containing three (3) or more dwelling units that share common party walls, floors or ceilings with adjacent dwelling units, with each dwelling unit having separate exterior entrance."

"SENIORS HOUSING FACILITY means a residential housing facility intended for seniors where residents are provided with common living facilities in apartment housing, which provides some combination of personal care (meal assistance or provision, transportation for residents, medication management, dressing or bathing assistance) and/or hospitality services (laundry and housekeeping), and which may include facilities for onsite medical personnel, and where common amenity spaces and dining facilities are provided for the residents. This housing may or may not be licensed as required under the Community Care Facilities Act."
- iv. Schedule A, Zoning Bylaw Text, Section 1 Definitions is hereby amended by deleting the definition "SPECIAL CARE FACILITY".
- v. Schedule A, Zoning Bylaw Text, Section 4.1 Establishment of Zones Table 1 is hereby amended by replacing "CD 1" with "CDC 1"
- vi. Schedule A, Zoning Bylaw Text, Section 4.1 Establishment of Zones Table 1 is hereby amended by replacing "CD 2" with "CDC 2"
- vii. Schedule A, Zoning Bylaw Text, Section 4.1 Establishment of Zones Table 1 is hereby amended by replacing "CD 3" with "CDC 3".

- viii. Schedule A, Zoning Bylaw Text, Section 31 is hereby amended by replacing every occurrence of "CD 1" with "CDC 1".
- ix. Schedule A, Zoning Bylaw Text, is further amended by replacing Section 33, with a new Section 33 as follows:

**"CDC 3 Comprehensive Development 3 Zone****Section 33****Purpose**

*The purpose of the CDC 3 zone is to provide for a unique zone allowing for a variety of residential use housing forms including single family dwellings (detached), duplex housing (semi-detached), townhouse, and seniors housing with varying lot sizes as part of a strata development.*

**Permitted Uses**

33.1 The following uses and no others are permitted in the CDC 3 Zone:

- .1 single family dwelling;
- .2 duplex;
- .3 townhouse;
- .4 seniors housing facility;
- .5 accessory use.

**Accessory Uses**

33.2 The following accessory uses are permitted where the permitted use is a single family dwelling:

- .1 home business;
- .2 bed and breakfast;
- .3 accessory use.

### Regulations for Single Family Dwelling

- 33.3 On an area zoned CDC 3 there shall be no use and no single family dwelling parcel or duplex building or structure shall be subdivided, constructed, located or altered which contravenes the regulations established in the table below in which Column I sets out the matter to be regulated and Column II sets out the regulations:

COLUMN I MATTER TO BE REGULATED	COLUMN II REGULATIONS
.1 Minimum Parcel Size for New Subdivisions: <ul style="list-style-type: none"> <li>• Where a parcel is served by both a community water system and a community sewer system</li> <li>• In all other cases</li> </ul>	340 m <sup>2</sup> 1ha
.2 Maximum Number of Single Family Dwellings Per Parcel:	1
.3 Maximum Density of Single Family Dwelling Parcels	19 per hectare
.4 Maximum height for: <ul style="list-style-type: none"> <li>• Principal buildings and structures</li> <li>• Accessory buildings</li> </ul>	10 m 6 m
.5 Minimum Setback from: <ul style="list-style-type: none"> <li>• front parcel line</li> <li>• exterior side parcel line</li> <li>• interior side parcel line</li> <li>• rear parcel line</li> </ul>	3.65 m 3.65 m 1.2 m 5.0 m
.6 Maximum Coverage	70%



### Regulations for Townhouse

- 33.4 On an area zoned CDC 3 there shall be no use and no townhouse building or structure shall be constructed, located or altered which contravenes the regulations established in the table below in which Column I sets out the matter to be regulated and Column II sets out the regulations:

<b>COLUMN I MATTER TO BE REGULATED</b>		<b>COLUMN II REGULATIONS</b>
.1	Minimum Parcel Size for New Subdivisions:	340 m <sup>2</sup>
.2	Maximum Gross Floor Area of Accessory Buildings Where the Parcel Area is: <ul style="list-style-type: none"> <li>• 1400 m<sup>2</sup> or less</li> <li>• more than 1400 m<sup>2</sup></li> </ul>	45 m <sup>2</sup> 60 m <sup>2</sup>
.3	Maximum height for: <ul style="list-style-type: none"> <li>• Principal buildings and structures</li> <li>• Accessory buildings</li> </ul>	10 m 7 m
.4	Minimum Setback from the: <ul style="list-style-type: none"> <li>• front parcel line</li> <li>• exterior side parcel line</li> <li>• interior side parcel line</li> <li>• interior side parcel line (shared party wall)</li> <li>• rear parcel line</li> </ul>	3.65 m 4.5 m 2 m 0.0 m 5 m
.5	Maximum Coverage	60%
.6	Maximum Density of Townhouses	30 dwelling units/ha

### Regulations for Seniors Independent Living Facility

- 33.5 On an area zoned CDC 3 there shall be no seniors housing facility use and no building or structure shall be constructed, located or altered which contravenes the regulations established in the table below in which Column I sets out the matter to be regulated and Column II sets out the regulations:

<b>COLUMN I MATTER TO BE REGULATED</b>		<b>COLUMN II REGULATIONS</b>
.1	Minimum Parcel Size for New Subdivisions:	1.0 ha
.2	Maximum height for: <ul style="list-style-type: none"> <li>• Principal buildings and structures</li> <li>• Accessory buildings</li> </ul>	20 m 7 m
.3	Minimum Setback from: <ul style="list-style-type: none"> <li>• front parcel line</li> <li>• exterior side parcel line</li> <li>• interior side parcel line</li> <li>• rear parcel line</li> </ul>	5 m 4.5 m 4.5 m 5 m
.4	Maximum Coverage	50%
.5	Maximum Density	70 dwelling units/ha

- x. Schedule B, Parking Provisions, Table 1 Required off-street parking spaces is hereby amended by adding the following row:

Seniors Housing Facility	0.75 per dwelling unit, plus 1 visitor parking space for every 5 dwelling units, clearly marked as 'visitor parking'
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Between "School, Secondary", and "Service Station".

#### B. MAP AMENDMENT

1. Schedule C, Zoning Maps, which forms part of the "South Shuswap Zoning Bylaw No. 701" is hereby amended as follows:
  - i) rezoning that part of Lot 2, Sections 7 and 8, Township 22, Range 10, West of 6<sup>th</sup> Meridian, Kamloops Division Yale District, Plan KAP79111 which part is more particularly shown hatched on Schedule 1 attached hereto and forming part of this bylaw, from CD 3 COMPREHENSIVE DEVELOPMENT ZONE 3 DEVELOPMENT AREA 1, to CDC 3 COMPREHENSIVE DEVELOPMENT ZONE 3, and;
  - ii) rezoning that part of Lot 2, Sections 7 and 8, Township 22, Range 10, West of 6<sup>th</sup> Meridian, Kamloops Division Yale District, Plan KAP79111 which part is more particularly shown checkered on Schedule 1 attached hereto and forming part of this bylaw, from CD 3 COMPREHENSIVE DEVELOPMENT ZONE 3 DEVELOPMENT AREA 2, to CDC 3 COMPREHENSIVE DEVELOPMENT ZONE 3, and;
  - iii) rezoning that part of Lot 2, Sections 7 and 8, Township 22, Range 10, West of 6<sup>th</sup> Meridian, Kamloops Division Yale District, Plan KAP79111 which part is more particularly shown dotted triangular on Schedule 1 attached hereto and forming part of this bylaw, from CD 3 COMPREHENSIVE DEVELOPMENT ZONE 3 DEVELOPMENT AREA 3, to CDC 3 COMPREHENSIVE DEVELOPMENT ZONE 3, and
  - iv) rezoning Lot 1, Section 8, Township 22, Range 10, West of 6<sup>th</sup> Meridian, Kamloops Division Yale District, Plan KAP79111 which part is more particularly shown stippled on Schedule 1 attached hereto and forming part of this bylaw, from CD 3 COMPREHENSIVE DEVELOPMENT ZONE 3 DEVELOPMENT AREA 4, to CDC 3 COMPREHENSIVE DEVELOPMENT ZONE 3.

2. This bylaw may be cited as "South Shuswap Zoning Amendment (Shuswap Lake Estates) Bylaw No. 701-87."

READ a first time this 23 day of March, 2017.

READ a second time this 18 day of May, 2017.

PUBLIC HEARING held this 12 day of June, 2017.

READ a third time this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_ 2017.

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

\_\_\_\_\_  
CHAIR

CERTIFIED a true copy of Bylaw No. 701-87  
as read a third time.

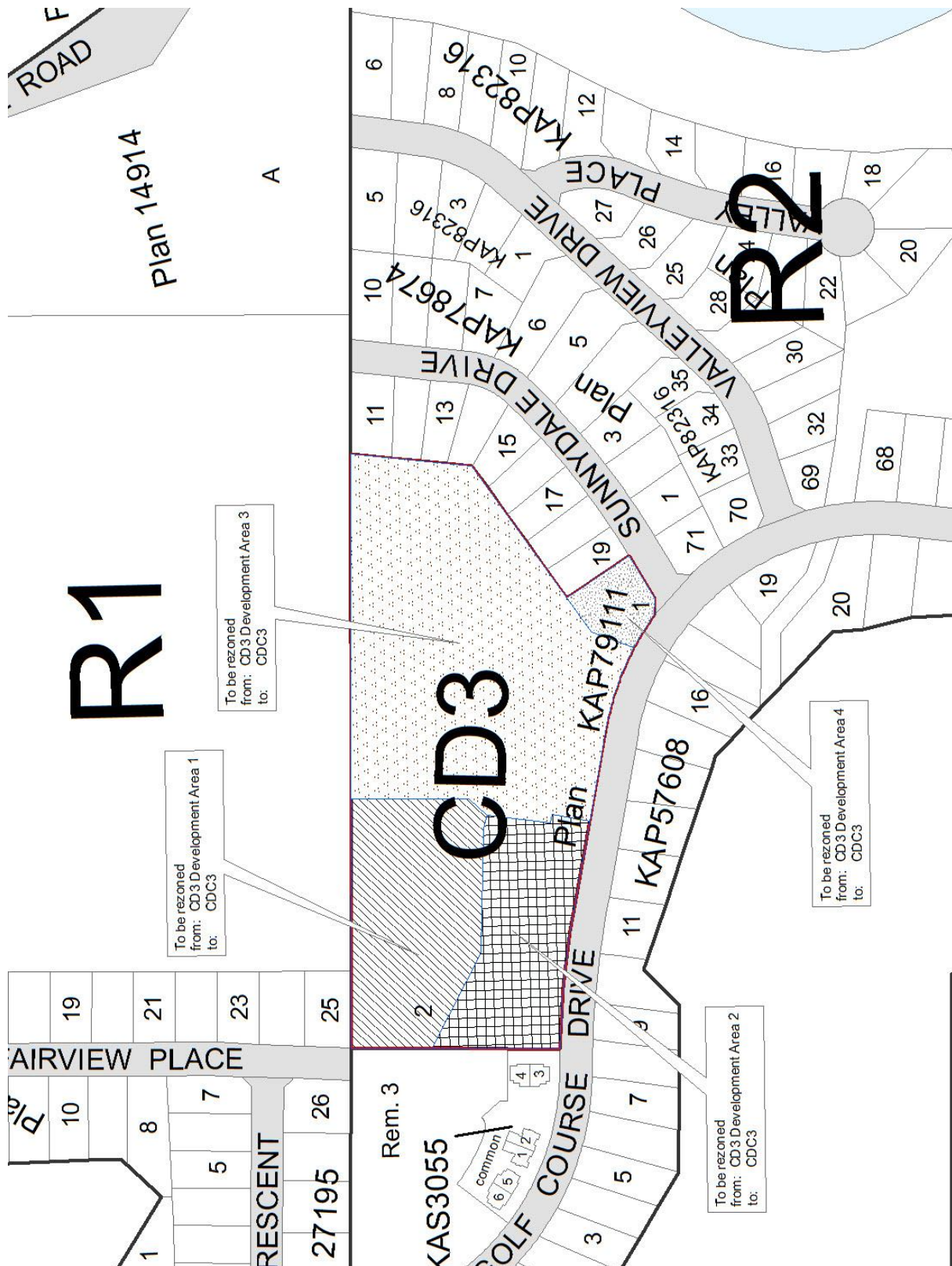
CERTIFIED a true copy of Bylaw No. 701-87  
as adopted.

\_\_\_\_\_  
Corporate Officer

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Corporate Officer

# SCHEDULE 1

## SOUTH SHUSWAP ZONING AMENDMENT (SHUSWAP LAKE ESTATES) BYLAW NO. 701-87



**COLUMBIA SHUSWAP REGIONAL DISTRICT**

Notes of the Public Hearing held on Monday June 12, 2017 at 6:00 p.m. at the Lower Level of the Cedar Heights Community Centre, 2316 Lakeview Drive, Blind Bay, BC, regarding proposed Bylaw No. 725-8 and Bylaw No. 701-87.

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PRESENT: Chair Paul Demenok – Electoral Area C Director  
Dan Passmore – Senior Planner, Development Services  
22 members of the public including the applicants

Chair Demenok called the Public Hearing to order at 6:00 pm. Following introductions, the Chair advised that all persons who believe that their interest in property may be affected shall be given the opportunity to be heard or to present written submissions pertaining to the proposed Electoral Area 'C' Official Community Plan Amendment (Shuswap Lake Estates) Bylaw No. 725-8 and South Shuswap Zoning Amendment (Shuswap Lake Estates) Bylaw No. 701-87.

The Planner explained the requirements of Section 470 of the Local Government Act and noted that the Public Hearing Report will be submitted to the Board for consideration at its July 20, 2017 meeting. The Planner explained the notification requirements set out in the Local Government Act and noted the Public Hearing was placed in the Shuswap Market News on May 26 and June 2, 2017.

The Planner provided background information regarding this application and reviewed the purpose of the bylaws.

The Chair opened the floor for comments.

Nancy Hoyles, 2714 Golf Course Drive, asked whether any response had been given to referrals to First Nations.

The Planner advised that no responses from First Nations had been received by the CSRD.

Krista Friesen, 2545 Golf Course Drive Drive, on behalf of the applicant outlined some specifics regarding the proposed development. She noted that the site densities were originally permitted through a rezoning approved in 2013, which were not recognized in the subsequent adoption of the OCP bylaw. She advised that major difference from the zoning approved in 2013 was that this application would permit the seniors complex anywhere on the property, but that the site development was more likely to be townhomes, duplexes or single family dwellings. She stated that parkland requirements were fulfilled in 1996 when a portion of land totaling 5% of the total development parcel was dedicated as parkland by Loftus Lake just off Balmoral Road, and therefore parkland would not be required for this development. In spite of this the developer is looking at providing walking trail access through the rear of this property down to Loftus Lake. She noted that vehicle access to the development site could not be from Sunnyvale Place, and that Golf Course Drive had been originally developed to collector standards and admitted that traffic along Golf Course Drive is a concern of the

developer, however, the current collector status of the road reflects the current zoned densities that will be serviced. She advised that development densities of nearby townhome developments were 6.5 and 6.6 units per ha and that the density within Autumn Ridge would be 5.6 units per ha and that the MD designation allows up to 10 units per ha. The lot sizes in the Autumn Ridge development would be 475 m<sup>2</sup>. She noted that for parking each home in Autumn Ridge would have a double garage, and have driveway apron parking for an additional 2 vehicles. Finally, she advised that Shuswap Lake Estates had initiated a community survey and held an open house on December 8, 2016. The results of the public input process led the developer to design Autumn Ridge to reflect market desires and that 78% of respondents were positive about the development. She indicated that the open house resulted in 21 interested buyers in the project.

Larry Stephenson, 2706 Golf Course Drive, advised that he has been following the course of this development closely and that by and large it has resulted in a pleasing aesthetic appeal. He stated that his principal area of concern was with respect to Golf Course Drive as a collector road. He noted that it is in fact a residential road. Other servicing issues have been taken care of, notably the water and sewer servicing, but traffic impacts increasing due to development do not seem to be. The problem is with a rural standard road servicing urban scale development patterns. He advised that Golf Course Drive was not designed for pedestrians and that no parking is permitted on the road, with a 24' wide paved width. He noted that the next phase of development has not been discussed and if it results in a higher density seniors facility, too much additional loading on Golf Course Drive will result. Again he stressed that the overall development quality is good, but that it is lacking in certain details, notable a second collector road linking the development to Balmoral Road.

Nancy Hoyles, 2714 Golf Course Drive, advised that she had a number of concerns regarding the development proposal the application. She stated that the development will have a significant impact on the residents in the area through the increased density. She noted that the Autumn Ridge site would allow 37 units, with a population increase of 2 people per unit, for 74 people. This would translate into 2 cars per residence and would overall increase traffic on Golf Course Drive from Cedar Drive to Balmoral Road. She advised that the current posted speed limit on Golf Course Drive is 50 kmph, and that this is regularly exceeded by all. This makes for a dangerous situation as there is no refuge available for pedestrians on Golf Course Drive. Compounding this was the regular use of the road to drive golf carts on. She stated that the main entrance to the Autumn Ridge development was adjacent to Lots 14, 15, and 16, across Golf Course Drive and was immediately opposite her driveway. She perceives that some realtors would not take a listing of such a lot on a "tee", significantly reducing the value of her property. She noted that the development property is currently used by residents for recreational purposes and that it was a great place to walk dogs. This current use will be displaced through development and she wondered where people would go as an alternative. She stated that the parkland dedicated for this development is not useful and that the developer needs to establish walking trails throughout the entire development. She noted that this density, if approved would place additional loading on service infrastructure which may drive up levies for existing lots. She asked why this development needs to proceed when Fox Glen has 14 unsold lots, and the Highlands has 56. She advised that aging in place is a worthwhile goal, but that the marketing seems to be targeting out of area customers. Lastly she stated that when she was purchasing her home, she asked the developer about future plans for this site and was

told that the seniors facility would be on the west side and that she would not have purchased if she was aware of the entrance being immediately opposite the property she was considering. She finished by advising that she will now have to relocate at a financial loss to her.

Sue McCrae, 2549 Golf Course Drive, talked about the needs of the area, and that Shuswap Lake Estates was the only development with full servicing, offering options for following new trends for development. She noted that people do want to age in place and provided census figures indicating the aging population in the area. She stated that this property had been slated for higher densities for some time. She advised that development trends indicate that walking trails are necessary in the area and that planning should be reflective of future needs. Of these needs she advised that the lack of seniors housing and some form of local health care provision were important and that the existence of water and sewer infrastructure is essential to support this need.

Jordie Wiens, 2541 Golf View Place, noted that since he had purchased in the area 3 people had moved out because there was currently no alternative to downscale. He stated that Golf Course Drive is a good road, but that walking trails in the area are needed. He advised that he is currently working for the Barkers to log the Balmoral corner property and to construct walking trails on that property. He finished by noting that because of the servicing, more options for a variety of lots and development was possible.

Craig Russenholt, #21 – 2550 Golf Course Drive, advised that the type of housing proposed in this development has been needed in this area for a long time, and that there is currently no alternative available for those residents who may wish to downsize. He stated that it was not his intention to continue living in a large home forever and that the community needs the type of options available in this development proposal to help people to stay in the area.

Doug Cathio, 2733 Sunnydale Drive, noted that the development plan for Autumn Ridge showed that proposed Lots 1 and 2 would front onto the new internal strata road and not onto Sunnydale Drive, and that this would take away from the continuity on Sunnydale Drive by facing in rather than onto the street front. He noted that the presence of the rear of homes on Sunnydale Drive would not result in pleasing aesthetics. He inquired about whether there would be some form of screening between the new Autumn Ridge and the existing homes off Sunnydale Drive. He also questioned whether some form of community center in the area would eliminate a perceived need for additional green space. He finished by asking if there was not some park dedication requirement in place.

Terry Barker, 1805 Archibald Road, responded by stating that a park had been dedicated near Loftus Lake and Balmoral Road, and that a buffer of 15.0 m around Loftus Lake had been reserved by covenant as green space. As a result the autumn ridge development is not required to have park. He advised that some form of fencing would be installed between autumn ridge and the neighbouring properties on Sunnydale Drive. He finished by stating that no community center was planned.

Doug Cathio, 2733 Sunnydale Drive, responded by asking about why the community center was not planned.



Terry Barker, 1805 Archibald Road, responded by stating that a lot of amenities were considered for the overall development, but that people did not want to pay for them, so they would not be installed.

Doug Cathio, 2733 Sunnydale Drive, responded by advising that Lot 2 should not have been included in the autumn ridge development proposal.

Chair Demenok interceded to remind the public that the Public Hearing was to hear input rather than to debate the merits of the application.

Jane Stephenson, 2706 Golf Course Drive, advised that she felt that there was a need for services for seniors in the area, and that seniors already there had a need to be able to access services. She stated that smaller homes on small lots does not change the needs that seniors have for services. She noted that the community seemed to have a disregard for the speed limit posted on Golf Course Drive, and that this created a safety issue. She stated that a recent issue of the resident newsletter remarked about the clearing of the large property at the Balmoral corner. She questioned if this was done to make the property ready for development and if so, what would that development be.

Terry Barker, 1805 Archibald Road, responded by speculating that it might be for a town center, maybe, but that he had no current plans for the site. He advised that walking trails throughout this area currently being constructed would only be temporary in nature.

Chair Demenok noted that the land was currently in the ALR.

Karen Brown, 2730 Sunnydale Drive, indicated that she saw the need for more diverse housing choices in the area and that she had no issues with the proposed development. She remarked that she did however have concerns with Golf Course Drive. She stated that she does not trust in the Provincial Government to maintain the road. She advised that she walks in the area and wondered about the trail indicated in the back of the development proposal and where it went. She noted that the development proposal was a welcome addition but that she agreed with comments made by Doug Cathio earlier that Sunnydale Drive should be finished property as an act of good faith.

Jennie Anderson, 2628 Golf View Crescent, stated that a sidewalk was needed along Golf Course Drive and that the road was not kept up properly.

Karen Brown, 2730 Sunnydale Drive, noted that the proposal provided the developer with some fluidity for the placement of a seniors center, and that placement of such a facility closer to Golf Course Drive would be a cause for concern for her aesthetically.

Terry Barker, 1805 Archibald Road, responded by stating that the property had previously been zoned for a seniors center, but that he was doubtful it would happen. But if it does, he wanted greater flexibility on where it would be located.

Karen Brown, 2730 Sunnydale Drive, reiterated that the Seniors Center could potentially go anywhere.

Neil Sandikoff, unknown, inquired about retail use as part of the proposal.

Chair Demenok advised that home business would be a permitted secondary use in the zone.

Nancy Hoyles, 2714 Gold Course Drive, redirected by indicating that she thought Neil Sandikoff's question was in regard to the term Village Centre.

The Planner advised that the OCP had designated a Village Center and Secondary Settlement Area Development Permit area for form and character of development, in areas where development densities and preexisting commercial development had occurred. In reality, Blind Bay is a secondary settlement area, and the Village Centre is actually for downtown Sorrento.

Larry Stephenson, 2706 Golf Course Drive, noted that this rezoning amendment application represented what was originally meant to occur on this property, but that roads are taken for granted in the planning process. He stated that currently nobody has a say on road issues and that this needs to be taken into account. Roads must address the future needs of the area.

Hearing no further representations or questions about proposed Bylaw No. 725-8 and Bylaw No. 701-87 the Chair called three times for further submissions before declaring the public hearing closed at 6:55 p.m.

CERTIFIED as being a fair and accurate report of the public hearing.

Original Signed by

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Director Paul Demenok  
Public Hearing Chair



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Dan Passmore  
Senior Planner



# BOARD REPORT

**TO:** Chair and Directors

<b>File No:</b>	BL701-86 PL20160132
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**SUBJECT:** South Shuswap Zoning Amendment (CSR D)  
BL 701-86

**DESCRIPTION:** Report from Candice Benner, Development Services Assistant, dated April 28, 2017. An amendment to address third party advertising signs for Cedar Heights Community Association and Sorrento Memorial Hall.

**RECOMMENDATION** THAT: "South Shuswap Zoning Amendment (CSR D) Bylaw No. 701-86", be read a third time, this 20<sup>th</sup> day of July, 2017.

## SHORT SUMMARY:

The proposed bylaw amendment would allow the Sorrento Memorial Hall Association and the Cedar Heights Community Association, each located on properties zoned P1 –Public and Institutional in accordance with South Shuswap Zoning Bylaw No. 701, to display advertisements which are considered off-site signage, on these properties only. The proposed amendment will also introduce regulations for third party signs which are consistent with regulations recently adopted and proposed in other CSR D zoning bylaws.

The Board gave second reading, as amended and delegated a public hearing at the December 2, 2016 regular meeting. A public hearing was held on January 25, 2017 at the CSR D Salmon Arm office.

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<b>VOTING:</b>	Unweighted <input type="checkbox"/>	LGA Part 14 <input checked="" type="checkbox"/>	Weighted <input type="checkbox"/>	Stakeholder <input type="checkbox"/>
	Corporate	(Unweighted)	Corporate	(Weighted)

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## BACKGROUND:

See attached December 2, 2016 Board Report.

## POLICY:

See attached December 2, 2016 Board Report for Second reading, as amended proposed policy.

The following definition will be included in the Definitions section of Bylaw No. 701:

### Section 1 Definitions

SIGN is an identification, description, illustration, contrivance, or device visible from a public place which is intended to direct attention to a product, service, place, activity, person, institution, business, or solicitation;

The following wording is proposed to be included in the General Regulations section of Bylaw No. 701:

### Proposed Zoning Amendment at Third reading

#### Section 3 General Regulations

### Third Party Off-Site Signage

3.20 Notwithstanding any other provisions of this bylaw, including Section 25.1.15, where third party off-site signage is permitted, it must comply with the following criteria:

.1 Sign Area:

.1 the maximum *sign* area shall be not greater than:

- .1 the square root of (the total wall area x 10) m<sup>2</sup> - for wall *signs* and projecting *signs*; or
- .2 3 m<sup>2</sup> for free standing *signs*.

.2 Height of Signs:

.1 The height of free standing *signs* shall not exceed 9 m.

.3 Setbacks:

- .1 The setback of free standing *signs* (any part thereof) from all property lines shall be not less than 1 m;
- .2 *Signs* shall not be placed in an area where an easement or covenant restricts such structures; and
- .3 No free standing *sign* shall be permitted to be located within a distance of 6 m from:
  - (a) a lot corner adjacent to the intersection of two public highways.

.4 Illumination:

.1 Internal and external illumination of *signs* shall be permitted provided that the light source does not cause a nuisance that might distract the operator of a vehicle on or near a provincial public undertaking or impair the operator's ability to drive safely or that will create a nuisance to adjacent properties.

.5 Changeable Copy:

- .1 Changes of the message or image shall be substantially instantaneous as seen by the human eye and shall not use fading, rolling, window shading, dissolving, or similar effects as part of the change; and
- .2 There shall be no effects of movement, flashing, scintillation, or similar effects in the individual message or image.

.6 Number of Signs:

.1 The maximum number of free standing *signs* permitted shall be one (1) per *parcel*.

.7 Landscaping:

.1 Free standing *signs* shall be placed in and co-ordinated with the landscaped areas of the *parcel*.

.8 Design Standards:

.1 All signage shall be professionally prepared;

- .2 All *signs* affixed to the exterior of a *building* shall be architecturally compatible with the style, composition, materials, colours and details of the buildings, as well as with other *signs* used on the *building* or its vicinity;
- .3 All *signs* should be mounted so that the method of installation is hidden – including all services to the *sign*;
- .4 Guy-wires are not permitted as a method to affix or stabilize *signs*;
- .5 All *signs* shall meet BC Building Code standards as required;
- .6 All *signs* shall be visible, legible and readable and located with consideration to street appearance, traffic and pedestrian safety, and in accordance to general regulations as set within this section; and
- .7 All *signs* shall not project into areas used by the public.

.9 Maintenance:

- .1 All *signs* shall be properly maintained and any *sign* located on a property which becomes vacant and unoccupied for a period of six months, and any *sign* which pertains to a time, event, or purpose which no longer applies, shall be deemed to have been abandoned, and shall be removed by the owner of the land within thirty (30) days of receipt of a written notification by CSRD Administration.
- .2 CSRD Administration, may by written notice, require any *sign* that is in an unsafe condition be repaired or removed within ten (10) days from the date of the letter.

**FINANCIAL:**

See attached December 2, 2016 Board Report.

**KEY ISSUES/CONCEPTS:**

A public hearing was held on January 25, 2017 at the CSRD Salmon Arm office, public hearing notes are attached. Six members of the public were in attendance including representatives for the Cedar Heights Community Association. Staff also received five letters in opposition to the signs.

There were few concerns regarding the third party advertising portion of the amendment; most concerns expressed were in regard to the brightness, illumination and hours of operation of the signs, in particular operation in the evenings. Both from residents in attendance of the public hearing and from the written submissions, concerns were expressed regarding the disruption the light causes in this residential area while distracted driving concerns pertaining to the Sorrento Memorial Hall sign were raised.

Staff have considered the comments of the public and researched further into other local governments regarding illuminated signs regulation. As a result, the Board may consider including further wording in the General Regulations section of Bylaw No. 701, including limiting the hours of operation and limiting the flashing and change copy of advertisements.

The following are examples of optional wording to include in the General Regulations of Bylaw No. 701:

- No sign shall be illuminated between: 7 pm and 7 am, seven days a week; and

- Such technology shall be programmed so that the message or image on the sign changes no more than every 10 seconds.

These proposed changes may help reduce the impact of the signs on surrounding residential properties and drivers on nearby roads and highways.

**IMPLEMENTATION:**

Should the Board give this amendment bylaw 701-86 third reading or third reading as amended if the Board wishes to add additional wording to the General Regulations, staff will forward the bylaw to Ministry of Transportation for final approval. Staff will then bring the bylaw back to the Board for adoption.

**SUMMARY:**

Staff is recommending third reading of this bylaw. Public consultation revealed that the public has concerns regarding the signs having negative impact on the residential nature of the community (Cedar Heights Hall) and distracted driver potential (Sorrento Memorial Hall). Staff has provided two options the Board may consider to include in the General Regulations section of Bylaw No. 701 to limit the hours of operation and to limit the flashing and change copy of the signs.

**COMMUNICATIONS:**

A public hearing was held on January 25, 2017 at the CSRD Salmon Arm office. Six members of the public were in attendance and staff received 5 letters in opposition.

**DESIRED OUTCOMES:**

Endorse staff recommendation to give BL701-86 third reading.

**BOARD'S OPTIONS:**

1. *Endorse the Recommendation.*
2. *Deny the Recommendation.*
3. *Defer.*
4. *Any other action deemed appropriate by the Board.*

**LIST NAME OF REPORT(S) / DOCUMENT(S) AVAILABLE FROM STAFF:**

1. First Reading Board Report, August 18, 2016

**Report Approval Details**

Document Title:	2017-07-20_Board_DS_BL701-86_CSRD_3rdPartyadvertising.docx
Attachments:	- Bylaw 701-86 third as amended.docx - BL701-86_PublicHearingNotes.pdf - BL701-86_PublicHearingSubmissions.pdf - BL701_86_Board Report_Signage_2ndReading.pdf
Final Approval Date:	Jul 17, 2017

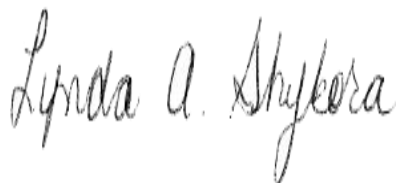
This report and all of its attachments were approved and signed as outlined below:

**No Signature - Task assigned to Corey Paiement was completed by workflow administrator Brad Payne**

**Corey Paiement - Jul 13, 2017 - 9:21 AM**



**Gerald Christie - Jul 13, 2017 - 1:06 PM**



**Lynda Shykora - Jul 17, 2017 - 9:50 AM**



**Charles Hamilton - Jul 17, 2017 - 10:22 AM**



COLUMBIA SHUSWAP REGIONAL DISTRICT

SOUTH SHUSWAP ZONING AMENDMENT (CSR) BYLAW NO. 701-86

A bylaw to amend the "South Shuswap Zoning Bylaw No. 701"

WHEREAS the Board of the Columbia Shuswap Regional District adopted Bylaw No. 701;

AND WHEREAS the Board deems it appropriate to amend Bylaw No. 701;

NOW THEREFORE the Board of the Columbia Shuswap Regional District, in open meeting assembled, HEREBY ENACTS as follows:

1. "South Shuswap Zoning Bylaw No. 701" is hereby amended as follows:

A. TEXT AMENDMENT

1. Schedule A, Zoning Bylaw Text, which forms part of the "South Shuswap Zoning Bylaw No. 701" is hereby amended as follows:

i. Section 1, Definitions is amended by:

Adding the following new definition:

"SIGN is an identification, description, illustration, contrivance, or device visible from a public place which is intended to direct attention to a product, service, place, activity, person, institution, business, or solicitation";

after the definition of "SIGHT TRIANGLE".

ii. Section 3, General Regulations is amended as follows:

Adding the following new section:

"Third Party Off-Site Signage

3.20 Notwithstanding any other provisions of this bylaw, including Section 25.1.15, third party off-site signage must comply with the following criteria:

.1 Sign Area:

.1 The maximum *sign* area shall be not greater than:

.1 the square root of (the total wall area x 10) m<sup>2</sup>– for wall *signs* and projecting *signs*; or

.2 3 m<sup>2</sup> for free standing *signs*.

.2 Height of Signs:

.1 The height of free standing *signs* shall not exceed 9 m.

.3 Setbacks:

.1 The setback of free standing *signs* (any part thereof) from all property lines shall be not less than 1 m;

.2 *Signs* shall not be placed in an area where an easement or covenant restricts such structures; and

.3 No free standing *sign* shall be permitted to be located within a distance of 6 m from:

(a) a lot corner adjacent to the intersection of two public highways; or

.4 Illumination:

.1 Internal and external illumination of *signs* shall be permitted provided that the light source does not cause a nuisance that might distract the operator of a vehicle on or near a provincial public undertaking or impair the operator's ability to drive safely or that will create a nuisance to adjacent properties.

.5 Changeable Copy:

.1 Changes of the message or image shall be substantially instantaneous as seen by the human eye and shall not use fading, rolling, window shading, dissolving, or similar effects as part of the change; and

.2 There shall be no effects of movement, flashing, scintillation, or similar effects in the individual message or image.

.6 Number of Signs:

.1 The maximum number of free standing *signs* permitted shall be one (1) per *parcel*.

.7 Landscaping:

.1 Free standing *signs* shall be placed in and coordinated with the landscaped areas of the *parcel*.

.8 Design Standards:

.1 All signage shall be professionally prepared;

.2 All *signs* affixed to the exterior of a *building* shall be architecturally compatible with the style, composition, materials, colours and details of the buildings, as well as with other *signs* used on the *building* or its vicinity;

.3 All *signs* should be mounted so that the method of installation is hidden – including all services to the *sign*;

.4 Guy-wires are not permitted as a method to affix or stabilize *signs*;

.5 All *signs* shall meet BC Building Code standards as required;

.6 All *signs* shall be visible, legible and readable and located with consideration to street appearance, traffic and pedestrian safety, and in accordance to general regulations as set within this section; and

.7 All *signs* shall not project into areas used by the public.

.9 Maintenance:

.1 All *signs* shall be properly maintained and any *sign* located on a property which becomes vacant and unoccupied for a period of six months, and any *sign* which pertains to a time, event, or purpose which no longer applies, shall be deemed to have been abandoned, and shall be removed by the owner of the land within thirty (30) days of receipt of a written notification by CSR Administration.

.2 CSR Administration, may by written notice, require any *sign* that is in an unsafe condition be repaired or removed within ten (10) days from the date of the letter."

- iii. Section 24 P1 –Public and Institutional Zone is amended by adding the following:

"18. Third party off-site signage, permitted only on Lot A, Section 16, Township 22, Range 11, W6M, KDYD, Plan 35143 (Sorrento Memorial Hall); and on Lot 74, Section 24, Township 22, Range 11, W6M, KDYD, Plan 26582, Except Plan KAP85511 (Cedar Heights Community Association)."

2. This bylaw may be cited as "South Shuswap Zoning Amendment (CSRD) Bylaw No. 701-86."

READ a first time this 18<sup>th</sup> day of August, 2016.

READ a second time as amended this 2 day of December, 2016.

PUBLIC HEARING held this 25 day of January, 2017.

READ a third time this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

RECEIVED THE APPROVAL of the Minister of Transportation and Infrastructure this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

\_\_\_\_\_  
Corporate Officer

\_\_\_\_\_  
Chair

Certified true copy of Bylaw No. 701-86  
as read a third time.

Certified true copy of Bylaw No. 701-86  
as adopted.

\_\_\_\_\_  
Corporate Officer

\_\_\_\_\_  
Corporate Officer

**Notes of the Public Hearing held on Wednesday January 25, 2017 at 6:00 PM at the CSRD Board room, 555 Harbourfront Drive NE, BC regarding South Shuswap Zoning Amendment (CSRD) Bylaw No. 701-86.**

PRESENT: Chair Paul Demenok – Electoral Area 'C' Director  
Candice Benner – Development Services Assistant (DSA), CSRD  
Corey Paiement – Team Leader, Development Services, CSRD

6 members of the public

Chair Demenok called the Public Hearing to order at 6:01 PM. Following introductions, the Chair advised that all persons who believe that their interest in property may be affected shall be given the opportunity to be heard or to present written submissions pertaining to the proposed amending Bylaw No. 701-86.

The DSA said that this hearing has been called under Section 464 of the *Local Government Act*, which states that the Board shall not adopt a zoning bylaw amendment unless it has held a public hearing. The Board has delegated the holding of the public hearing to Electoral Area C Director Paul Demenok. It is expected that the Public Hearing Report will be submitted to the Board for consideration at its meeting on February 16, 2017 or March 23, 2017. The Chair may adjourn the hearing without further notice if the time and place for resumption of the hearing is stated to those present.

The Local Government Act sets out the notification requirements for a public hearing. The notice must state: location, time and date of the hearing; purpose of the bylaw, in general terms; the land or lands that are the subject of the bylaw; when and where copies of the bylaw may be inspected. The notice must be published in 2 consecutive issues of a local newspaper. The last publication is to appear not less than 3 nor more than 10 days before the public hearing.

The notice of this hearing was published in the following newspaper(s): The Shuswap Market News on January 13 and January 20, 2017. It was also posted on the CSRD website and Facebook page and all owners of property located within 100 m of the subject properties were sent notices in the mail.

Section 470 of the Local Government Act states that after a public hearing, the regional board may, without further notice or hearing, adopt or defeat the bylaw, or alter and then adopt the bylaw provided the alteration does not alter the use, increase the density, or without the owner's consent, decrease the density of any area from that originally specified in the bylaw.

A bylaw shall not be quashed on the grounds that an owner or occupier did not see or receive the notice where a court is satisfied the board made reasonable effort to mail or otherwise deliver the notice.

The DSA explained that there is a public hearing binder at the back of the room that contains background documents available for review. The Planner said that Bylaw No. 701 currently zones both the Sorrento and Cedar Heights Community Halls P1 –Public and Institutional, which does not permit third party off-site signage.

The proposed bylaw amendment would allow the Sorrento Memorial Hall Association and the Cedar Heights Community Association, to display advertisements which are considered off-site signage, on these properties only.

The Sorrento Memorial Hall sign was recently upgraded to an illuminated LED sign that is on a rotating schedule advertising upcoming community events and local businesses. Cedar Heights

Community Association has expressed an interest in third party off-site advertising as they also recently upgraded their sign to an illuminated LED sign.

CSRD staff has provided specific and detailed signage requirements to be included in Section 3 General Regulations section of Bylaw No. 701 which are consistent with regulations recently adopted and proposed in other CSRD zoning bylaws. These General Regulations include sign area, maximum height and setbacks, illumination, and design standards. These documents can review the proposed General Regulations wording in the Public Hearing Binder at the back of the room.

The DSA outlined the various agency comments that were received during the referral process which included comments from Ministry of Transportation (MOT) wanting additional wording from the Transportation Act be included in Section 3.20.4 Illumination of Bylaw No. 701; CSRD staff worked with MOT to including this wording in the amendment.

The Chair opened the floor for comments.

Debbie Hanson, 2311 Lakeview Drive said that she has lived in Cedar Heights for 9 years. She decided to live there for the lake view and the rural environment and has enjoyed living near Cedar Heights Hall. She said that since the new sign was installed that she doesn't enjoy living there anymore. She feels that the sign turns the residential neighbourhood into a commercial one. She said that the light from the sign can be seen everywhere and constantly. She also said that the glare and brightness of the sign are hazardous for driving and she has spoken with others in the community who agree. She said that many members of the community who have concerns didn't attend this hearing because they are members of the Cedar Heights Association and didn't want to make waves. She believes that the sign lowers land values surrounding the hall. She said she is opposed to advertising for profit at the consequence of the community. She said she is not opposed to the old wooden sign or an illuminated sign by the door. She said she does not support this amendment.

Chair asked if Debbie can see the sign from her front door.

Debbie replied that she can't see the sign from her front door but she can see it from her living room. She said she can also see the glare of the different colours outside on her lakeside deck.

Mark Lane, 3096 Trans-Canada Highway, asked if a public hearing was required before the sign was put up.

Chair replied that he believed the halls had spoken with CSRD administration and Ministry of Transportation previously.

Mark Lane said that the lighting is not being controlled and it should be. He said that the Sorrento sign is so bright that you can't even read it, as well at night it's so bright that it's hard to see when driving which is a traffic safety problem and could cause an accident. He said that these types of signs can be controlled. He also said that Carlin Hall has mostly good sign lighting but then sometimes it changes to something very bright which is distracting. He said that there should be no amendment approval until the brightness of the sign lighting is well managed. He said that this should be fair for everyone; he said that he has tried to get third party advertising approval from MOT for six years and has been denied each time. He said that the argument that Cedar Heights and Sorrento Halls are non-profits and therefore could use the profit from third party advertising isn't fair as every business in the area has a hard time making money.

Jean-Luc Desgroseilliers, 2361 Sunrise Blvd, President of Community Heights Association, said that the association wants to be in good standing with the neighbours. He said the reason the association put up the new sign was for safety of Association volunteers; he said the old sign was leaning, too high, and it was unsafe to change the letters. This sign is also a more effective method for advertising Association events. He said that they have reduced the brightness of the sign to the lowest level and are improving the transitions between colours, and that they are getting away from the bright white colour to further reduce brightness. Also the operational hours of the sign are from 6 am to 10 pm and they have discussed with the programmer to possibly reduce the hours even more in the winter. He said it costs about \$110/month to operate the sign and the association put in about \$10,000 to buy the sign. He said that they want third party advertising revenue to help pay this cost without having to raise membership prices. He said that he will contact the programmer tomorrow about reducing the hours.

Mark Lane, said that when he was looking into signage for his business he found that there are dawn to dusk on/off switches with no programming required.

Chair asked Debbie if she has noticed a difference in the brightness over the past couple of months for the Association sign.

Debbie said that she did notice that a new advertisement about a church is dark and has subdued brightness compared to other advertisements. She said that the greens, reds, and blues are very bright and disturbing not just white. She said that green is less bright than the others because it is a more natural colour (against trees, etc.).

Steve Wills, 2628 Highlands Drive, Chair of APC 'C', said that the APC met on August 29<sup>th</sup> to review this amendment. He wanted to confirm that the amendment is for third party advertising and that the sign itself is not the issue.

The DSA said that the amendment is for third party advertising and there is additional wording in the General Regulations for signage.

Russ McLeod, 2217 Tahana Trail, said that the association made sure to meet the setback requirements and asked if this is after-the-fact regulation.

Chair said that this is an after-the-fact amendment.

Mark Lane, read out Ministry of Transportation wording from the Transportation Act pertaining to nuisance lighting. He said that digital lighting is considered a billboard and that MOT wording on billboards does not permit certain things and this was the reason he did not pursue putting a sign up for his business. He said that it was last fall when he approached MOT about it that they may have changed their tune about this.

The DSA noted that two public letter submissions were handed in at the hearing.

Hearing no further representations or questions about amending Bylaw No. 701-86, the Chair called three times for further submissions before declaring the public hearing closed at 6:35 PM.

CERTIFIED as being a fair and accurate report of the public hearing.

  
\_\_\_\_\_  
Director Paul Demenok  
Public Hearing Chair

  
\_\_\_\_\_  
Candice Benner  
Development Services Assistant



**Candice Benner**

**From:** Kyle and Laura Schumi <klshumi@shaw.ca>  
**Sent:** Friday, January 20, 2017 1:13 PM  
**To:** Candice Benner  
**Subject:** Cedar Heights Sign

Hi Candice,

This is regarding S. Shuswap Zoning Amendment Bylaw No. 701-86.

We are not opposed to these two properties displaying third party advertisements. However, we do have concerns with the illumination of the sign, mainly the one at the Cedar Heights Community Hall. It is incredibly bright, especially in the evening. We walk and drive past the Hall every day and it is almost blinding sometimes, resulting in a visual distraction for drivers.

An alternative would be to limit the time the sign is on, perhaps stating that it must be turned off from 8pm to 7am, or something to that effect. I see no reason to have the sign on in the dead of night when there is little to no traffic in this quiet neighbourhood.

Thank you,  
Kyle & Laura Schumi  
2909 Cedar Drive

<input type="checkbox"/> CAO	<input type="checkbox"/> Agenda	Ownership:
<input type="checkbox"/> Works	<input type="checkbox"/> Reg Board	File #
<input type="checkbox"/> DS	<input type="checkbox"/> In Camera	
<input type="checkbox"/> Fin/Adm	<input type="checkbox"/> Other Mtg	
<p>PAB-m2x3  <b>JAN 20 2017</b></p>		
<input type="checkbox"/> Ec Dev	RECEIVED	
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<input type="checkbox"/> Parks	<input type="checkbox"/> Staff to Respond	<input type="checkbox"/> Fax
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<input type="checkbox"/> HR	<input type="checkbox"/> Dir Mailbox	<input type="checkbox"/> Email
<input type="checkbox"/> Other	<input type="checkbox"/> Dir Circulate	

**Marianne Mertens**

**From:** Leppky Dick and Cathy <cfdl6@yahoo.ca>  
**Sent:** Friday, January 20, 2017 7:32 PM  
**To:** Planning Public Email address  
**Subject:** display signs amendment

I am not sure what kind of signage this includes, but I would like to let the CSRD board know how much the current LED sign at Memorial Hall in Sorrento already is a problem.

Last year while driving home to Chase from Salmon Arm I was stunned by the amount of distraction the LED sign at Memorial Hall can cause. It was very bright and very busy with constantly changing messages that could cause some drivers to be distracted.

I have contacted the Hall through email, without any follow up on their part, about my concerns.

I hope the CSRD will take this into consideration.

Thank you  
 Catherine Fritch  
 36, 217 Shepherd Road  
 Chase BC V0E 1M1  
 250 679 2296

<input type="checkbox"/> CAO	<input type="checkbox"/> Agenda	Ownership:
<input type="checkbox"/> Works	<input type="checkbox"/> Reg Board	File #
<input type="checkbox"/> DS	<input type="checkbox"/> In Camera	
<input type="checkbox"/> Fin/Adm	<input type="checkbox"/> Other Mtg	
<p>JAN 20 2017</p> <p>PHB-552 Y2</p>		
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<input type="checkbox"/> Other	<input type="checkbox"/> Dir Circulate	

BL 701-86

**CSRD Notice of Public Hearing Jan 25, 2017**

**RE: South Shuswap Zoning Amendment Bylaw No. 701-86**

We stand opposed to the new signage located at the Cedar Heights Community Association hall situated at 2316 Lakeview Drive, Sorrento (Blind Bay). Our property is located directly across the street at 2311 Lakeview Drive, one roadway's width from the Community Center property. We are not opposed to a reasonable sized sign, as was on the property when we moved here 8 years ago, but are strongly opposed to the extra-ordinarily bright and flashing sign that has recently replaced the original. We received neither notice nor any opportunity to voice our concerns.

*Confirmed letter was mailed out to address abf.*

At night this sign is intrusive and offensive to the senses; and is without question a potential traffic hazard at this busy intersection (corner of Cedar Drive and Lakeview Drive). The Cedar Heights Center is the location of our community mail boxes and is a busy active hall. The sign can actually be seen flashing the various advertising slogans, from as far away as Reedman Point. We live in a residential neighborhood; but this sign is clearly designed and suited for commercial establishments.

Let us be clear - a sign is not a problem on its own - but an extremely bright flashing light, bouncing its illumination off all trees and buildings in the vicinity is un-necessary and intrusive.

The sign at the Sorrento Memorial Hall is also very bright and the flashing nature of alternating advertisements is likewise a distraction to travelers and a potential hazard on the busy TransCanada Highway. We need less distraction to ensure safe passage; not more.

There has recently been a similar sign installed at the Carlin Hall property visible to the TransCanada Highway traffic and there is anecdotal testimony as to the Department of Highways opposing this installation (but that is un-verified).

We hope that any future changes to Bylaw 701 will reflect the need to carefully consider the type of signage permitted, with perhaps limitations on brightness, time of day usage, size and especially the type of neighborhood i.e. residential, schools, parks, etc.

We all chose to live and raise our families in the Shuswap, drawn in part by the beauty of this precious natural wonderland. True, our community centers need signage, but let's not turn them into big-box copy-cats.

Yours truly

Erik Hansen  
Blind Bay

2311 Lakeview Drive, Sorrento, V0E 2W2

<input type="checkbox"/> CAO	<input type="checkbox"/> Agenda	Ownership:
<input type="checkbox"/> Works	<input type="checkbox"/> Reg Board	File#
<input type="checkbox"/> DS	<input type="checkbox"/> In Camera	
<input type="checkbox"/> Fin/Adm	<input type="checkbox"/> Other Mtg	
<b>JAN 23 2017</b>		
<i>PHB-m<sup>2</sup>x3</i>		
<input type="checkbox"/> Ec Dev	<b>RECEIVED</b>	Ack Sent:
<input type="checkbox"/> IT	<input type="checkbox"/> Staff to Report	<input type="checkbox"/> Fax
<input type="checkbox"/> Parks	<input type="checkbox"/> Staff to Respond	<input type="checkbox"/> Mail
<input type="checkbox"/> SEP	<input type="checkbox"/> Staff Info Only	<input type="checkbox"/> Email
<input type="checkbox"/> HR	<input type="checkbox"/> Dir Mailbox	
<input type="checkbox"/> Other	<input type="checkbox"/> Dir Circulate	

Jan 24 2017

**PUBLIC HEARING SUBMISSION**

Debbie Hansen  
2311 Lakeview Drive  
Sorrento BC  
V0E 2W2

CSRD

**Re: South Shuswap Zoning Amendment (CSRD) Bylaw No. 701-86**

I live at 2311 Lakeview Drive directly across the street from Cedar Heights Community Centre. My main route to and from home daily is via a small portion of Lakeview Drive and then onto Cedar Drive, passing this sign at Cedar Heights Community Centre each and every time I leave my home or return again.

I am 100% opposed to the sign at Cedar Heights Community Centre being in our residential area. I am opposed to the sign being at Sorrento Memorial Hall as well, but in this letter, I am speaking mainly to the sign in my neighbourhood at Cedar Heights.

When I moved to 2311 Lakeview Drive approximately 10 years ago from Salmon Arm – I deliberately chose a residential area that was surrounded with trees, had a peaceful beautiful view of the lake, that was dimly lit in the evenings with just a smattering of street lights and was free of lit up signs. I love looking out my windows and seeing trees and lake. I love being in nature and moving to this part of the Shuswap was providing just that. I love the “darkness of the nights” and the calm that comes with that darkness. I love the trees and the lake and all the nature and natural beauty around me. I love the beauty of just stepping out the door and being in nature and walking around the neighbourhood in that nature. Nature is neutral, it is healing and I moved here because I wanted that.

Since I moved here, I have always enjoyed my home’s location and my neighbourhood. However, since this sign came up – I have wanted to move. I no longer want to be in this neighbourhood and I no longer like this neighbourhood because of that sign. I feel the beauty and privacy of my home, my property and my neighbourhood have been violated, *90* by this sign. Each time I look out my living room windows I see the gaudy offensive bright light and the glow of that light. I feel my property and neighbourhood is now an extension of this bright gaudy flashing billboard at Cedar Heights and because we are right across the street there is no leaving my property or coming home to my property without getting assaulted by its brightness, its busyness, its flipping around from one image to another and its need to advertise. I also feel personally violated because rather than having the natural environment that I choose to purchase some years ago, and the view of nature when I look out my living room windows – I am now violated on a daily basis by this gaudy bright demanding sign that screams SEE ME SEE ME SEE ME. This is a residential neighbourhood. Not a commercial one. That sign perhaps belongs in a commercial area – and even then the brightness of it and the flashing of it are dangerous to drivers when driving past it at night. When my husband and I come home at night,

## PUBLIC HEARING SUBMISSION – Page 2 – Debbie Hansen

down Cedar Drive and around the corner that approaches Cedar Centre – that sign is a VERY DANGEROUS DISTRACTION. It totally demands that a person's eyes loose focus on the road and get distracted by the gaudy bright lights.

I can no longer look out my living room windows or go out for a neighbourhood walk in nature without being violated by extremely bright lights, by advertising, by the intention of the sign of **being seen and being heard** and by lights lighting up and bouncing off the trees in our neighbourhood. I would not be opposed to a small lit up sign on their building perhaps by the entrance door – but to have this huge display sign on the side of the road is an intrusion and eye-soar to my quality of life here.

I do not wish to be part of Cedar Heights “billboard” advertising 365 days a year. It invades the privacy and peace of my home, my front and back yard, my deck and patio, and my neutral forested neighbourhood. This is not the reason I moved to 2311 Lakeview Drive.

Being on my patio and my deck in the evenings is one of the main things I love about living here in the Shuswap. It's calm, it is peaceful and it is “home”. Now I am violated by the light of that sign and the constant motion of it. I no longer have the peace and privacy I used to feel before that sign was erected.

It is not right what Cedar Heights Community Centre has done or that a by-law be changed to allow Cedar Heights Community Centre to keep this sign up in a residential neighbourhood for an attempt to make money from advertising to support itself. What kind of money am I and other close by neighbors going to make when we try to sell our homes?? What potential buyers do you suppose are out there that want to buy our properties with that offensive violation 365 days of the year. If I no longer want to be in this environment – what potential buyer will?? Where has the value of my home gone?? And my neighbor's homes gone?? My home is my most valuable asset and I try to keep the value of it up for resale purposes and to contribute to a nice neighbourhood. It is NOT RIGHT that the sign be allowed for advertising purposes and to make money to go into its own pocket while jeopardizing the resale of neighboring properties.

They want to make money through selling advertising on that sign. I want to make money through the sale of my home and this sign will be jeopardizing that.

The profits that Cedar Heights will gain from advertising is at the detriment of deteriorating the neighbourhood and the resale value of the “community” itself that surrounds this Community Centre. No bylaw or change in bylaw should support one company's/association's gain over the potential lose of residential property values that surround that same community centre. A community centre is there to help build strong communities is it not? Not to gain while the rest of the community losses!

PUBLIC HEARING SUBMISSION – Page 3 – Debbie Barker

I am strongly opposed to this Cedar Heights sign in my community. I am strongly opposed to any change in a CSRD bylaw that would allow Cedar Heights Community Centre to keep this sign up for purposes of advertising and for making profits from advertising while jeopardizing the sale of the valued assets of the neighbouring residents and for jeopardizing the ability of neighbouring residences to get top dollar value out of the sale of their valued assets.

Debbie Hansen



PUBLIC HEARING SUBMISSION Jan 25/2017

SARAH WARD and JASON ALDRIDGE  
2913 Cedar Dr  
Sorrento BC  
V0E 2W2

To CBRD

Re: Bylaw regarding signage at Cedar Heights  
Community Centre

I live at 2913 Cedar Drive and am opposed to  
this sign/sign at Cedar Heights Community Centre  
and am opposed to any bylaw that would  
allow this sign to remain at source.

The sign is way too bright, always jerking  
and flashing around and therefore affecting  
the calmness and peacefulness of my yard,  
my property, my home and my family.

There is just "too much energy associated  
with the sign". It is too hyper - keeping  
the whole area of our neighborhood "hyper" and  
in a state of excitement.

My son's ~~room~~ bedroom faces the sign and he  
is always complaining because it is too  
bright when <sup>he</sup> is trying to sleep. I got him  
new curtains, but he is still affected by the  
brightness and hyperactivity of the sign, causing him  
to be cranky every morning!

Our neighborhood, which was once a peaceful and calm  
feeling neighborhood is now one of violation,



of always feeling in an "emergency state".  
The constant flashing and changing colors  
and the brightness of it always has us  
rushing to the window to see if there is  
an ambulance or police or fire truck outside.

This is a residential community - not a  
commercial area and we are 100% opposed  
to this sign remaining and interfering with  
our peaceful livelihood in this area and  
our peace of mind, peace of neighborhood and  
peace of home.

Sarah Ward



## BOARD REPORT

**TO:** Chair and Directors

**FROM:** Candice Benner  
Development Services Assistant

**SUBJECT:** South Shuswap Zoning Amendment (CSR D)  
Bylaw No. 701-86

<b>File No:</b>	BL 701-86
<b>Date:</b>	November 21, 2016

**RECOMMENDATION #1:** THAT:  
"South Shuswap Zoning Amendment (CSR D) Bylaw No. 701-86", be read a second time, as amended this 2<sup>nd</sup> day of December, 2016;

**RECOMMENDATION #2:** THAT:  
a public hearing to hear representations on "South Shuswap Zoning Amendment (CSR D) Bylaw No. 701-86" be held;  
AND THAT:  
notice of the public hearing be given by the staff of the Regional District on behalf of the Board in accordance with Section 466 of the Local Government Act;  
AND FURTHER THAT:  
the holding of the public hearing be delegated to Director Paul Demenok, as Director of Electoral Area 'C' being that in which the land concerned is located, or Alternate Director Arnie Payment, if Director Demenok is absent, and the Director or Alternate Director, as the case may be, give a report of the public hearing to the Board.

**APPROVED for Board Consideration:** \_\_\_\_\_

Meeting Date: December 2, 2016

*Charles Hamilton, CAO*

### SHORT SUMMARY:

The proposed bylaw amendment would allow the Sorrento Memorial Hall Association and the Cedar Heights Community Association, each located on properties zoned P1 –Public and Institutional in accordance with South Shuswap Zoning Bylaw No. 701, to display advertisements which are considered off-site signage, on these properties only. The proposed amendment will also introduce regulations for third party signs which are consistent with regulations recently adopted and proposed in other CSR D zoning bylaws.

Since first reading staff received notification that the height of the sign at the Sorrento Memorial Hall is 28 feet (8.53m) tall; this is higher than what was proposed at first reading, therefore an amendment at second reading is required.

The Board gave Bylaw No. 701-86 first reading at the August 18, 2016, regular meeting and directed staff to utilize the simple consultation process. The development notice was not required to be posted in accordance with Development Services Procedures Bylaw No. 4001. Staff referred the bylaw to affected ministries, agencies, and First Nations and comments received have been summarized in this



**.4 Illumination:**

- .1 Internal and external illumination of *signs* shall be permitted provided that the light source does not cause a nuisance that might distract the operator of a vehicle on or near a provincial public undertaking or impair the operator's ability to drive safely or that will create a nuisance to adjacent properties.

**.5 Number of Signs:**

- .1 The maximum number of free standing *signs* permitted shall be one (1) per *parcel*.

**.6 Landscaping:**

- .1 Free standing *signs* shall be placed in and co-ordinated with the landscaped areas of the *parcel*.

**.7 Design Standards:**

- .1 All signage shall be professionally prepared;
- .2 All *signs* affixed to the exterior of a *building* shall be architecturally compatible with the style, composition, materials, colours and details of the buildings, as well as with other *signs* used on the *building* or its vicinity;
- .3 All *signs* should be mounted so that the method of installation is hidden – including all services to the *sign*;
- .4 Guy-wires are not permitted as a method to affix or stabilize *signs*;
- .5 All *signs* shall meet BC Building Code standards as required;
- .6 All *signs* shall be visible, legible and readable and located with consideration to street appearance, traffic and pedestrian safety, and in accordance to general regulations as set within this section; and
- .7 All *signs* shall not project into areas used by the public.

**.8 Maintenance:**

- .1 All *signs* shall be properly maintained and any *sign* located on a property which becomes vacant and unoccupied for a period of six months, and any *sign* which pertains to a time, event, or purpose which no longer applies, shall be deemed to have been abandoned, and shall be removed by the owner of the land within thirty (30) days of receipt of a written notification by CSRD Administration.
- .2 CSRD Administration, may by written notice, require any *sign* that is in an unsafe condition be repaired or removed within ten (10) days from the date of the letter.

**Section 24 P1 –Public and Institutional Zone**

The proposed amendment is to add a new permitted use to Section 24.1 as follows:

18. Third party off-site signage, permitted only on Lot A, Section 16, Township 22, Range 11, W6M, KDYD, Plan 35143 (Sorrento Memorial Hall); and on Lot 74, Section 24, Township 22, Range 11, W6M, KDYD, Plan 26582, Except Plan KAP85511 (Cedar Heights Community Association).

**FINANCIAL:**

This bylaw amendment is not the result of bylaw enforcement; however, the Sorrento Memorial Hall is located on CSRD owned lands and is currently advertising third party off-site signage. If the Board does not adopt the proposed amendment, staff will follow up with the Board regarding next steps for resolving the illegal use.

**KEY ISSUES/CONCEPTS:**

CSRD staff are proposing this bylaw amendment to allow third party off-site signage only for the properties upon which the Sorrento Memorial Hall and the Cedar Heights Community Hall are located.

The Sorrento Memorial Hall sign was recently upgraded to an illuminated LED sign that is on a rotating schedule advertising upcoming community events and local businesses. Cedar Heights Community Association has expressed an interest in third party off-site advertising as they also recently upgraded their sign to an illuminated LED sign. Staff understand that Carlin Hall, located along the Trans-Canada Highway, may also wish to advertise similarly; however, Carlin Hall is not located within the area subject to Bylaw No. 701.

Ministry of Transportation and Infrastructure (MoTI) has granted preliminary approval of this bylaw amendment application upon the condition that wording from Section 16 of the *Transportation Act* be reflected in the Third-Party Signage wording of the General Regulations Section of Bylaw No. 701. As a result of these comments, CSRD staff included additional wording to Section 3.20.4 Illumination in Bylaw No. 701, in consultation with MoTI staff.

Bylaw No. 701 currently zones both the Sorrento and Cedar Heights Community Halls P1 –Public and Institutional, which does not permit third party off-site signage.

The Sorrento Memorial Hall and Cedar Heights Community Association have indicated that third party off-site advertising will increase their revenue stream.

CSRD staff has provided specific and detailed signage requirements to be included in Section 3 General Regulations section of Bylaw No. 701. In consultation with Corporate Administration staff, it was determined that developing a corporate policy with specific guidelines for third party off-site advertising standards is not necessary at this time; if there is a need in the future, Administration is able to bring forward a policy for Board consideration, as needed.

**IMPLEMENTATION:****Consultation Process**

As per CSRD Policy No. P-18 regarding Consultation Processes-Bylaws, staff recommended the simple consultation process; referrals were sent out for agency comment. In accordance with Section 7.25 of Development Services Procedures Bylaw No. 4001 there is no requirement for posting notices for CSRD initiated amendments therefore, as of the date of this report, no public submissions have been received.

The public will first become aware of this application when the Public Hearing Notice is placed in the newspaper.

**LIST NAME OF REPORTS / DOCUMENTS:**

1. South Shuswap Zoning Amendment (CSRD) Bylaw No. 701-86	Attached to Board Report: <input checked="" type="checkbox"/>	Available from Staff: <input type="checkbox"/>
2. Location, Zoning, Orthophotos, Photos	Attached to Board Report: <input checked="" type="checkbox"/>	Available from Staff: <input type="checkbox"/>
3. First Reading Board Report, August 18, 2016	Attached to Board Report: <input type="checkbox"/>	Available from Staff: <input checked="" type="checkbox"/>



**DESIRED OUTCOME:**

That the Board endorse staff recommendations.

**BOARD'S OPTIONS:**

1. *Endorse recommendations. Bylaw No. 701-86 will be given second reading as amended and a public hearing will be delegated.*
2. *Decline second reading, as amended, Bylaw No. 701-86 will be defeated.*
3. *Defer.*
4. *Any other action deemed appropriate by the Board.*

**COMMUNICATIONS:**

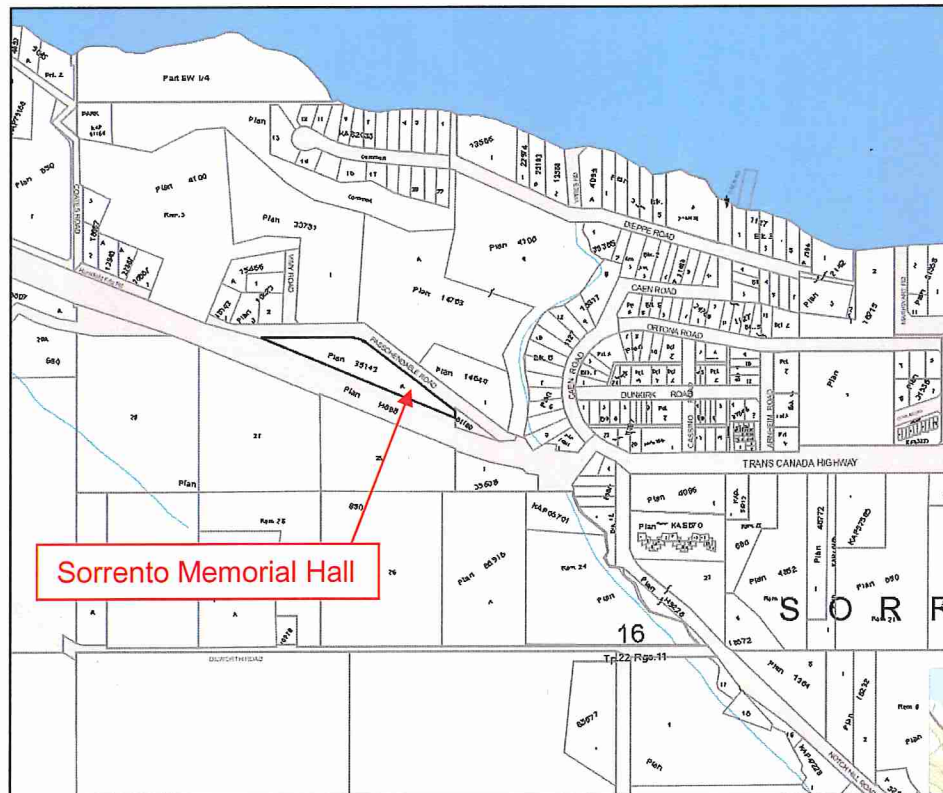
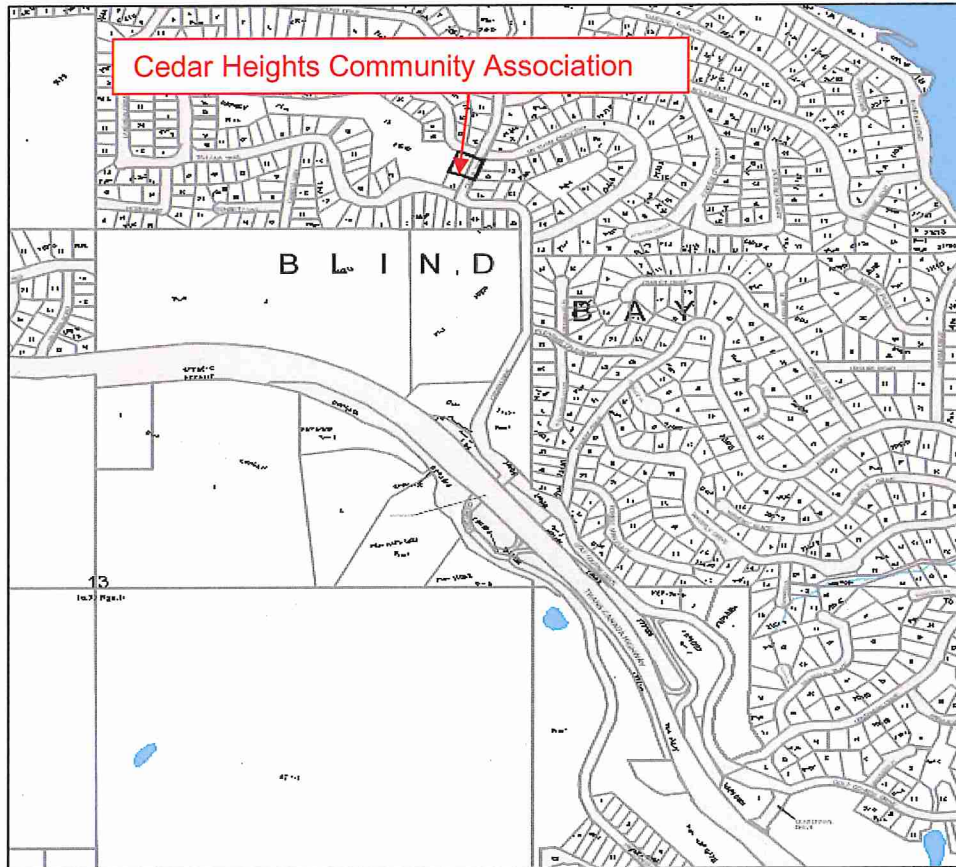
If the Board gives Bylaw No. 701-86 second reading as amended, and delegates the Public Hearing, staff will set a date for the public hearing and will proceed with notification of adjacent property owners and advertising the public hearing as required by the Local Government Act.

## Referral Agency responses:

Advisory Planning Commission 'C'	Recommended approval
Interior Health	No health impacts associated with this proposal have been identified. Interests unaffected.
Ministry of Transportation and Infrastructure	Preliminary approval granted subject to additional wording from the Transportation Act be included in the Section 3.20.4 Illumination of Bylaw No. 701.
CSRD Operations Management	No concerns
CSRD Corporate Administration	have no objections to the proposed amendment and a corporate policy is not required at this time.
School District #83	No response
Adams Lake Indian Band	No response
Little Shuswap Indian Band	No response
Neskonlith Indian Band	No response

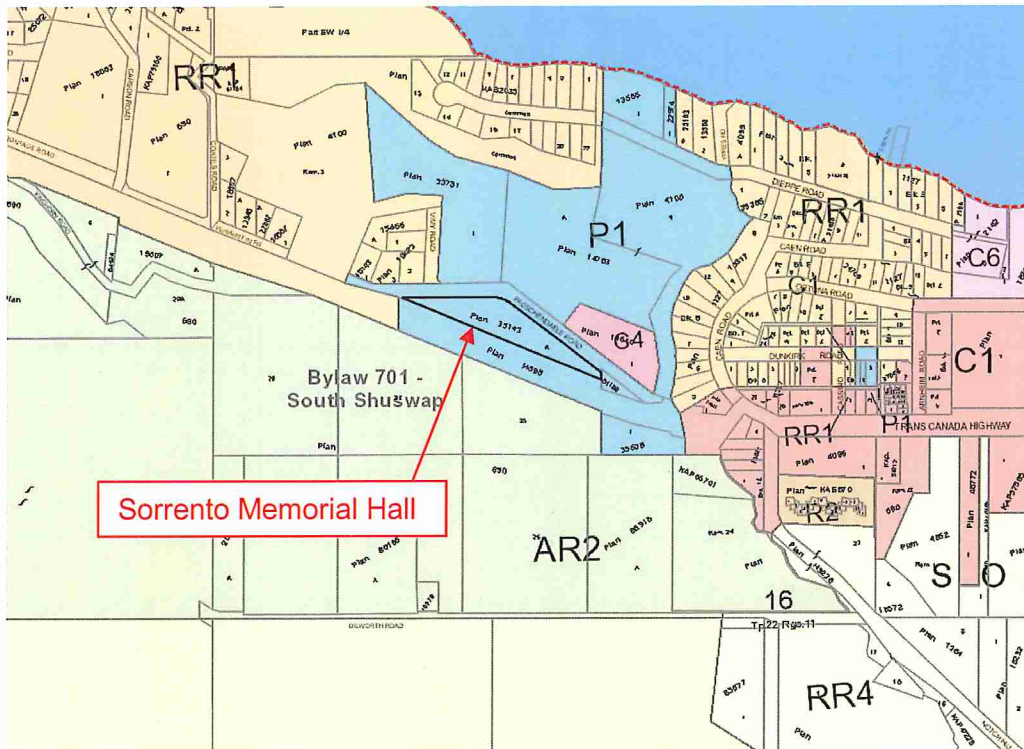
REVIEWED BY:	Date Signed Off (MO/DD/YR)	Approval Signature of Reviewing Manager or Team Leader
Team Leader, Development Services	Nov. 21, 2016	
Manager, Development Services	11/21/16	
Deputy Manager, Corporate Administration Services		

### Location





### Zoning





Orthophotos





Photos



Cedar Heights Community Association



Sorrento Memorial Hall

COLUMBIA SHUSWAP REGIONAL DISTRICT

SOUTH SHUSWAP ZONING AMENDMENT (CSRD) BYLAW NO. 701-86

A bylaw to amend the "South Shuswap Zoning Bylaw No. 701"

WHEREAS the Board of the Columbia Shuswap Regional District adopted Bylaw No. 701;

AND WHEREAS the Board deems it appropriate to amend Bylaw No. 701;

NOW THEREFORE the Board of the Columbia Shuswap Regional District, in open meeting assembled, HEREBY ENACTS as follows:

1. "South Shuswap Zoning Bylaw No. 701" is hereby amended as follows:

A. TEXT AMENDMENT

1. Schedule A, Zoning Bylaw Text, which forms part of the "South Shuswap Zoning Bylaw No. 701" is hereby amended as follows:

i. Section 1, Definitions is amended by:

Adding the following new definition:

"SIGN is an identification, description, illustration, contrivance, or device visible from a public place which is intended to direct attention to a product, service, place, activity, person, institution, business, or solicitation";

after the definition of "SIGHT TRIANGLE".

ii. Section 3, General Regulations is amended as follows:

Adding the following new section:

"Third Party Off-Site Signage

3.20 Notwithstanding any other provisions of this bylaw, including Section 25.1.15, third party off-site signage must comply with the following criteria:

.1 Sign Area:

.1 The maximum *sign* area shall be not greater than:

.1 the square root of (the total wall area x 10)  
m<sup>2</sup>– for wall *signs* and projecting *signs*; or

.2 3 m<sup>2</sup> for free standing *signs*.

.2 Height of Signs:

.1 The height of free standing *signs* shall not exceed  
9 m.

.3 Setbacks:

.1 The setback of free standing *signs* (any part thereof) from all property lines shall be not less than 1 m;

.2 *Signs* shall not be placed in an area where an easement or covenant restricts such structures; and

.3 No free standing *sign* shall be permitted to be located within a distance of 6 m from:

(a) a lot corner adjacent to the intersection of two public highways.

.4 Illumination:

.1 Internal and external illumination of *signs* shall be permitted provided that the light source does not cause a nuisance that might distract the operator of a vehicle on or near a provincial public undertaking or impair the operator's ability to drive safely or that will create a nuisance to adjacent properties.

.5 Number of Signs:

.1 The maximum number of free standing *signs* permitted shall be one (1) per *parcel*.

.6 Landscaping:

.1 Free standing *signs* shall be placed in and co-ordinated with the landscaped areas of the *parcel*.

.7 Design Standards:

.1 All signage shall be professionally prepared;

.2 All *signs* affixed to the exterior of a *building* shall be architecturally compatible with the style, composition, materials, colours and details of the buildings, as well as with other *signs* used on the *building* or its vicinity;

.3 All *signs* should be mounted so that the method of installation is hidden – including all services to the *sign*;

.4 Guy-wires are not permitted as a method to affix or stabilize *signs*;

.5 All *signs* shall meet BC Building Code standards as required;

.6 All *signs* shall be visible, legible and readable and located with consideration to street appearance, traffic and pedestrian safety, and in accordance to general regulations as set within this section; and

.7 All *signs* shall not project into areas used by the public.

.8 Maintenance:

.1 All *signs* shall be properly maintained and any *sign* located on a property which becomes vacant and unoccupied for a period of six months, and any *sign* which pertains to a time, event, or purpose which no longer applies, shall be deemed to have been abandoned, and shall be removed by the owner of the land within thirty (30) days of receipt of a written notification by CSRD Administration.

.2 CSRD Administration, may by written notice, require any *sign* that is in an unsafe condition be repaired or removed within ten (10) days from the date of the letter."

- iii. Section 24 P1 –Public and Institutional Zone is amended by adding the following:

"18. Third party off-site signage, permitted only on Lot A, Section 16, Township 22, Range 11, W6M, KDYD, Plan 35143 (Sorrento Memorial Hall); and on Lot 74, Section 24, Township 22, Range 11, W6M, KDYD, Plan 26582, Except Plan KAP85511 (Cedar Heights Community Association)."

2. This bylaw may be cited as "South Shuswap Zoning Amendment (CSR D) Bylaw No. 701-86."

READ a first time this 18<sup>th</sup> day of August, 2016.

READ a second time as amended this \_\_\_ day of \_\_\_\_\_, 2016.

PUBLIC HEARING held this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

READ a third time this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

RECEIVED THE APPROVAL of the Minister of Transportation and Infrastructure this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

\_\_\_\_\_  
Corporate Officer

\_\_\_\_\_  
Chair

Certified true copy of Bylaw No. 701-86  
as read a third time.

Certified true copy of Bylaw No. 701-86  
as adopted.

\_\_\_\_\_  
Corporate Officer

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Corporate Officer