



BOARD REPORT

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| TO: | Chair and Directors |
| SUBJECT: | Electoral Area F: Electoral Area F Official Community Plan Amendment Bylaw No. 830-27 and Scotch Creek/Lee Creek Zoning Amendment Bylaw No. 825-53 |
| DESCRIPTION: | Report from Laura Gibson, Planner III, dated June 27, 2025. 3860, 3862, and 3868 Squilax-Anglemont Road, Scotch Creek |
| RECOMMENDATION #1: | THAT: Pursuant to Section 477 of the Local Government Act, the Board has considered "Electoral Area F Official Community Plan Amendment Bylaw No. 830-27" in conjunction with the Columbia Shuswap Regional District's Financial Plan and Waste Management Plan. <i>Stakeholder Vote Unweighted (LGA Part 14) Majority</i> |
| RECOMMENDATION #2: | THAT: "Electoral Area F Official Community Plan Amendment Bylaw No. 830-27" be denied second reading, this 17 th day of July 2025. <i>Stakeholder Vote Unweighted (LGA Part 14) Majority</i> |
| RECOMMENDATION #3: | THAT: "Scotch Creek/Lee Creek Zoning Amendment Bylaw No. 825-53" be denied second reading, this 17 th day of July 2025. <i>Stakeholder Vote Unweighted (LGA Part 14) / Majority</i> |

SUMMARY:

The proposed bylaw amendments are for three properties located at 3860, 3862, and 3868 Squilax-Anglemont Road in Scotch Creek. The subject properties are designated VC – Village Centre in the Electoral Area F Official Community Plan (OCP) Bylaw No. 830, as amended (Bylaw No. 830), and zoned CR – Country Residential and MU – Mixed Use in the Scotch Creek/Lee Creek Zoning Bylaw No. 825, as amended (Bylaw No. 825). The applicant is proposing to redesignate and rezone the properties to facilitate development of commercial buildings with upper floor dwelling units, row house dwellings (townhomes), and mini storage.

The proposed area of land to be used for mini storage requires a redesignation in Bylaw No. 830 from VC to ID – Industrial. An OCP amendment is also required to permit the new development of mini-storage and the commercial buildings with upper floor dwelling units without connections to community sewer and community water systems. In the zoning bylaw, a new Comprehensive Development zone is proposed to accommodate the proposed land uses for the three properties.

The bylaws were given first reading at the March 20, 2025, Board meeting. Since first reading, the applicant has amended the site plan because as part of a related subdivision application the Ministry of Transportation and Transit is requiring road dedication. One major change is that the applicant is proposing fewer row house dwellings. They are also proposing to reconfigure the parcel lines between 3860 and 3868 Squilax-Anglemont Road, which means the minimum parcel size for proposed Development Area 1 is smaller than proposed at first reading.

The applicant held their public information meeting on May 8, 2025. It is now appropriate for the Board to consider second reading of the bylaws, as amended, and delegate a public hearing.

Staff recommended the Board deny first reading of the bylaws at the March 20, 2025, meeting and continue to recommend the Board not support further readings of the proposed bylaw amendments as storage is not a permitted or desired use in the VC designation.

BACKGROUND:

See item 17.4 on the [March 20, 2025, Board meeting agenda](#) for the staff report recommending First Reading. The report provides the full background and supporting documents for this application. Updated maps, plans and photos reflecting changes proposed at second reading are attached to this Board report.

POLICY:

See attached [BL830-27 BL825-53 BL830 BL825 Excerpts](#) for applicable policies and zoning regulations.

[Electoral Area F Official Community Plan Bylaw No. 830](#)

- Section 6 A Well-housed Community
- Section 10 A Well-served Community
- Section 11 Managing Growth: North Shuswap
- Section 12 Managing Growth: Scotch Creek (Primary Settlement Area)
- Section 13.5 Village Centre Development Permit Area
- Section 13.8 Industrial Development Permit Area

[Scotch Creek/Lee Creek Zoning Bylaw No. 825](#)

- Definitions
- 5.6 Country Residential Zone
- 5.12 Mixed Use Zone
- 5.13 Commercial-1 Zone
- 5.18 Light Industrial Zone

FINANCIAL:

In accordance with Section 477 of the Local Government Act, the Financial Services and Environmental and Utility Services Departments have reviewed the proposed OCP amendment and confirmed that it is consistent with the CSRD's Financial Plan and Waste Management Plan.

KEY ISSUES/CONCEPTS:

The amending bylaws applicable to this application were read a first time at the March 20, 2025, Board Meeting and referred to applicable agencies and First Nations. The Complex Consultation process was recommended and approved for this application because it includes an OCP amendment. The Complex Consultation process includes referrals to agencies and First Nations and a public information meeting hosted by the applicant. A statutory public hearing is also required because an amendment to the OCP is required. The Local Government Act requires that public hearings be held for all OCP amendments.

[Revised Proposal](#)

As a result of road dedication requirements from the Ministry of Transportation and Transit (MOTT) that will be required as a condition of the future subdivision, the applicants have revised the proposal and site plan. The result is approximately the same number of storage units but a reduction in townhomes from 54 to 35. See revised site plan in attached "BL830-27_BL825-53_Maps_Plans_Photos_2025-07-17.pdf".

The applicant is also proposing to reconfigure the parcel boundary between 3860 and 3868 Squilax-Anglemont Road. This results in fewer accesses to the subject properties from Squilax-Anglemont Road, which is preferable to MOTT.

Referrals

Following first reading of the amending bylaws referrals were sent to applicable agencies and First Nations. A summary of all comments received is provided in the Communications section below. Full referral comments are attached to the Board agenda as "BL830-27_BL825-53_Agency_First_Nations_Referral_Responses.pdf".

Public Information Meeting

A public information meeting was held on May 8, 2025, between 2 and 4 PM at Unit 36 – 1252 Jordan way in Scotch Creek. The meeting was advertised in the May 1, 2025, edition of the Salmon Arm Observer. The only people in attendance were the property owners and the agent.

Analysis

Staff recommended denial of first reading of the bylaw amendments due to the amount of land proposed to be used for mini storage as opposed to uses supported in the Village Centre (VC) designation. The full analysis is included in the Board report from first reading (linked above in the Background section). Bylaw No. 830 policies do not support storage in the Village Centre of Scotch Creek. Once storage is developed, it is unlikely that land will be redeveloped for uses permitted in the Village Center designation and there is limited land available in the Scotch Creek Village Centre. Staff has suggested an alternative proposal with about half the storage as proposed by the applicant (two rows of storage buildings with approximately 40 units instead of four rows with 80 units). The applicant submitted a Letter of Rationale describing why the development was only financially feasible as they had proposed. The Board gave first reading of the bylaw amendments as proposed by the applicant, which on the site plan corresponded to 80 mini storage units and 54 future townhomes.

Since first reading, the applicant found out that MOTT is requiring road dedication along the north boundary and potentially the west property boundary of 3860 Squilax-Anglemont Road (still to be confirmed by the Provincial Approving Officer) as part of the subdivision application to subdivide the mini storage from the remainder of the property. This has resulted in a revised site plan from the applicant which now shows 78 mini storage units (in five buildings) and the area for the townhomes has been reduced to support up to 35 dwelling units. The originally 2-lot subdivision will also change to a 3-lot subdivision to allow a different configuration of 3868 Squilax-Anglemont Road (see "BL830-27_BL825-53_Maps_Plans_Photos_2025-07-17.pdf"). While the commercial building space has increased for 3868 Squilax-Anglemont Road with the new configuration from 948 m² to 1320 m², the number of proposed residential units in the proposed mixed use buildings on 3862 and 3868 Squilax-Anglemont Road has remained the same (4 and 8, for a total of 12 accessory upper floor dwelling units in Development Area 1).

Incorporating 3868 Squilax-Anglemont Road into the proposed subdivision requires a change to the minimum parcel size for Development Area 1 (DA1) of the proposed Comprehensive Development zone. At first reading it was proposed to have a 1 ha minimum parcel size if no connection to community

sewer system and 0.4 ha if there was a connection to a community sewer system. The proposed parcel size for 3868 Squilax-Anglemont Road is approximately 0.67 ha. The minimum parcel size in the new DA1 zone has been changed to 0.5 ha, and it is not dependent on servicing. The proposed bylaw amendments are allowing the development to proceed without connection to a community sewer system, so there is no need to include a servicing requirement for the minimum parcel size.

With the change in configuration came changes in parking spaces. There are now 94 parking spaces proposed between 3862 and 3868 Squilax-Anglemont Road, a change from 83 previously proposed. If development of 3868 Squilax-Anglemont proceeds before there is a connection to community sewer available, some parking spaces will be replaced by a septic system and approximately 7 spaces may be lost. Staff also note that the applicant has not included landscaping on the site plan between the parking spaces and the road which is a requirement of the Village Centre Development Permit Area guidelines, and this may affect some of the proposed parking spaces. The accessory upper floor dwelling units will each require two parking spaces. Other parking requirements will depend on the types of commercial use. For example, an office requires one parking space per 30 m² of floor area, net, a retail store requires one for each 20 m² of floor area, net, and amusement establishment requires one for each 10 m² of floor area, net. There is a total of 1673 m² of commercial area proposed. At one per 30 m² this would be 56 spaces and at one per 10 m² this would be 168 required spaces, plus up to 24 accessory upper floor dwelling unit spaces for a total of 80 to 192 required parking spaces. The details of the parking spaces will be addressed at the time of the Village Centre Development Permit prior to issuance of a building permit. A Development Variance Permit could be an option if the parking requirements could not be met.

Staff continue to not support the proposed bylaw amendments due to the amount of land proposed to be used for mini storage as opposed to uses supported in the Village Centre (VC) designation. The revised proposal provides a further reduction to the VC designated portion of land by approximately 0.18 ha. If the Board chooses to continue to support the proposed development, staff recommend that one row of storage buildings (approximately 21 units) on the revised proposal be removed to keep the VC designated area closer to the size proposed at first reading. This may allow for approximately 19 more row house dwellings, which brings the total back to 54 (what was originally proposed). Staff note that according to the applicant, this would impact the financial feasibility of the entire development, as per the applicants original Letter of Rationale.

Hydro-geological Report

At first reading, it was recommended that prior to consideration of second reading, a hydro-geological impact assessment be required to review and confirm the quantity and quality of water resources and the proposed method of sewage disposal and potential impacts to groundwater.

A Hydrogeological Assessment report prepared by Kala Geoscience Ltd. (Kala), dated June 27, 2025, has been submitted to staff (see attached "BL830-27_BL825-53_Hydrogeological_Report_2025-06-27_Redacted.pdf"). The report confirms that the objectives of the hydrogeological assessment are to verify the long-term reliability of the water supply for the proposed developments; evaluate the impacts of water supply on other water supplies and properties within a radius of 250 m; and review the proposed method of sewage disposal and potential impacts to groundwater.

The report describes the proposed development as ministorage and a single washroom on 3860 Squilax-Anglemont Road, four dwelling units and commercial space at 3862 Squilax-Anglemont Road, and eight dwelling units and commercial space at 3868 Squilax-Anglemont Road.

The existing well at 3860 Squilax-Anglemont Road with well tag number (WTN) WTN36448 was tested. A pumping test was completed, and water samples were taken. To review wastewater disposal, auger

holes, permeameter tests and percolation tests were advanced and performed via this project. The aquifer recharge rate was concluded to be 266 L/s. The required water supply is likely in the order of 2000 L/day at 3860 Squilax-Anglemont Road, 8000 L/day at 3862 Squilax-Anglemont Road, and 16,000 L/day at 3868 Squilax-Anglemont Road. Kala states that comparing to the aquifer recharge of 266 L/s, this required 0.30 L/s (26,000 L/day) of water supply is minimal and is sustainable.

The water sample collected indicates the water meets the Summary of Guidelines for Canadian Drinking Water Quality – 2024 for those parameters tested for with the exception of total coliforms (1 CFU/100 mL). However, the groundwater is treatable.

Kala also notes that the testing well WTN36448 is constructed in 1976 and approaching its lifespan. The subject property is located near the center of the Scotch Creek alluvial fan. Aquifer is expected to be relatively homogeneous. New water well construction will not be challenging. Therefore, long-term reliability of water supply is excellent at the Subject Property. It is recommended that new wells be constructed to a depth of greater than 24 m. Kala confirms that groundwater withdrawal for the proposed development will not impact or have a minimal impact on wells at neighbouring properties as demonstrated by the April 30, 2025, pumping.

Kala also concluded that soil and groundwater conditions within the subject properties are suitable for wastewater disposal. Wastewater disposal at the subject properties will have no detrimental impacts on groundwater.

Rationale for Recommendation

In general, staff consider the proposed bylaw amendments to be a positive change for Scotch Creek. The properties are an excellent location for the commercial buildings with accessory upper floor dwelling units and row house dwellings. If less area were being used for Industrial (storage), staff would support the application for the following reasons:

- The location of 3862 and 3868 Squilax-Anglemont Road are ideal for the proposed commercial buildings with accessory upper floor dwelling units, being in the Village Centre of Scotch Creek and near other commercially zoned properties and local amenities;
- The proposed accessory upper floor dwelling units at 3862 and 3868 Squilax-Anglemont Road will provide more housing options for Scotch Creek residents without taking away from land available for commercial use in the Village Centre;
- There is no existing community sewer system or community water system in the vicinity of the subject property to connect to at this time, and the proposed method of servicing provides 3862 and 3868 Squilax-Anglemont Road an adequate alternative for the short-term;
- The applicant has provided information on how the buildings at 3862 and 3868 Squilax-Anglemont Road will be serviced for water and sewage disposal and states that the design will be as such that connections to a future community water and community sewer system should they become available without significant site disruption;
- The proposed mini storage buildings will provide a suitable buffer between the proposed row houses and the existing development on the parcels to the west;
- The proposed row houses will add a significant amount of housing to Scotch Creek in an area that is walkable to local amenities;
- A hydrogeological assessment to review and confirm the quantity and quality of water resources and the proposed method of sewage disposal and potential impacts to groundwater has been submitted and did not raise any concerns with the proposal, and,
- Prior to consideration of adoption of the proposed bylaw amendments, a covenant would need to be registered on title for each of the subject properties which would require that the properties

connect to a community water system and/or community sewer system should a system become available to the property.

The property owners have revised their proposal, which reduces the VC designated land further from the original proposal at first reading. Staff are recommending that Bylaw No. 830-27 and Bylaw No. 825-53 be denied second reading for the following reasons:

- Bylaw No. 830 policies do not support storage in the Village Centre of Scotch Creek;
- It is unlikely that land developed for mini storage will be redeveloped for uses permitted in the Village Center designation and there is limited land available in the Scotch Creek Village Centre.

Next Steps

If the Board chooses to give the amending bylaw second reading, the Board should also delegate a public hearing to hear representations regarding "Electoral Area F Official Community Plan Amendment Bylaw No. 830-27" and "Scotch Creek/Lee Creek Zoning Amendment Bylaw No. 825-53". Staff recommend this be held in the Board Room at the CSRD Office; that notice of the public hearing be given by staff of the Regional District on behalf of the Board in accordance with Section 466 of the Local Government Act; and that the holding of the public hearing be delegated to Director Jay Simpson, as Director of Electoral Area F being that in which the land concerned is located, or Alternate Director Charlotte Hall if Director Simpson is absent, and the Director or Alternate Director, as the case may be, give a report of the public hearing to the Board.

IMPLEMENTATION:

If the Board goes against the staff recommendation and chooses to give the amending bylaws second reading, as amended, and delegate a public hearing, staff will arrange for a public hearing to be held and undertake the communications related to advertising a public hearing as outlined below. Policy P-25 Public Hearings indicates that public hearings will be organized to provide for in person attendance and remote participation by way of electronic attendance via Zoom or telephone. Public hearings are to be held in the Board room of the CSRD Office in Salmon Arm unless there are unique circumstances that necessitate holding the public hearing at an alternative location. In this case, there has not been much interest expressed through inquiries regarding the proposed development from the local community and limited attendance at the public information meeting.

Staff have verified that the Area Director is supportive of holding the public hearing in the Board Room of the CSRD Office in this case. As such, it is recommended that the public hearing be held at the CSRD office to save time for Planning and IT staff arranging and attending a public hearing in the community, with the closest venue in Lee Creek. Interested parties will be able to participate remotely if they are unable to attend in person. The public hearing chair can also attend via Zoom.

If a PH is held and the Board provides third reading, prior to staff bringing the amending bylaws back to the Board for adoption a Section 219 covenant be registered on title for each of the subject properties which would require that the properties connect to a community water system and/or community sewer system should a system become available to the property

COMMUNICATIONS:

Notice of Application Sign

A Notice of Application sign was placed on the subject property following first reading of the bylaw amendments. Photos of the sign were provided as proof to staff.

Public Hearing

If the Board reads Bylaw Nos. 830-27 and 825-53 a second time, as amended, and delegates a public hearing, staff will make arrangements for the public hearing, including: posting a notice to the CSRD website and social media and sending notices to all property owners of land located within 100 m of the subject property. The public hearing package will be made available on the CSRD website at least 10 days in advance of the public hearing.

Referral Responses

Following first reading of Bylaw No. 830-27 and Bylaw No. 825-53, referrals were sent to relevant agencies and First Nations. Responses are briefly noted below. Full referral comments are attached to the Board agenda as "BL830-27_BL825-53_Agency_First_Nations_Referral_Responses.pdf".

| AGENCY/FIRST NATION | RESPONSE |
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| CSRD Community and Protective Services | The subject property is within the Scotch Creek/Lee Creek fire protection area. Access requirements as per MOTT guidelines and CSRD Subdivision Servicing bylaw is required. Secondary road egress or turnaround for fire apparatus to access the storage locker area is recommended. FireSmart principles and practices are encouraged. Property owner is encouraged to contact the local fire department for pre-incident planning upon completion of the project. |
| CSRD Environmental and Utility Services | No Concerns, Water and Sewer servicing to meet Bylaw 680, Interior Health and/or Ministry of Environment permitting requirements. |
| CSRD Financial Services | The proposed bylaw has been reviewed as per S.477 of the Local Government Act and is consistent with the CSRD's current financial plan. |
| Interior Health Authority | From a healthy community development perspective, no objections to this development proposal. Source water (well water) and water system plans must be approved by Interior Health prior to any construction of the water system. Once construction is completed an Operating permit will also be needed. More information is available on our Drinking Water Providers & Operators webpage. |
| Ministry of Environment and Parks | No response |
| Ministry of Transportation and Transit | The Transportation Act applies, and an access permit is required for all land uses except for single family dwelling. As noted in the referral package, the proposed development includes subdivision. A conventional subdivision application for 3860 Squilax-Anglemont |

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| | Road has been received (MOTT File No. 2025-00186). Subdivisions are reviewed and a response is determined by the Provincial Approving Officer. |
| Ministry of Forests: Archaeology Branch | <p>According to Provincial records, there are no known archaeological sites recorded on the subject properties. However, the nearest previously recorded archaeological site is less than 400 m from these properties.</p> <p>If land-altering activities (e.g., home renovations, property redevelopment, landscaping, service installation) are planned for the subject properties, a Provincial heritage permit is not required prior to commencement of those activities.</p> <p>However, a Provincial heritage permit will be required if archaeological materials are exposed and/or impacted during land-altering activities.</p> |
| Adams Lake Indian Band | <p>Adams Lake supports the Skw'lāx te Secwepemcú'lecw on PL20240000163 [BL830-27] and PL20240000081 [BL825-53] as leads on any decisions associated with this project.</p> <p>*ALIB requested that the full referral response documents not be publicly available in staff reports.</p> |
| Skw'lax te Secwepemcú'lecw | Skwlax's Cultural Heritage Protection Dept has participated in the archaeological preliminary field reconnaissance led by Antiquus and we support their recommendations for the archaeology component. No further concerns from our department. |
| Neskonlith Indian Band | No response |
| Okanagan Indian Band | No response |
| Simpcw First Nation | We will defer to Adams Lake Indian Band. Moreover, Simpcw Natural Resource Department (NRD) is satisfied with PL20240000163 [BL830-27] and PL20240000081 [BL825-53] and the collaborative work relating to their proposal and support moving forward. |
| Shuswap Indian Band | No response |
| Splatsin First Nation | No response |

DESIRED OUTCOMES:

That the Board endorse the staff recommendations.

BOARD'S OPTIONS:

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

Report Approval Details

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| Document Title: | 2025-07-17_Board_DS_BL830-27_BL825-53_Second_amended.docx |
| Attachments: | <ul style="list-style-type: none">- BL830-27_Second_amended.pdf- BL825-53_Second_amended.pdf- BL830-27_BL825-53_Agency_First_Nation_Referral_Responses.pdf- BL830-27_BL825-53_Hydrogeological_Report_2025-06-27_Redacted.pdf- BL830-27_BL825-53_Maps_Plans_Photos_2025-07-17.pdf |
| Final Approval Date: | Jul 9, 2025 |

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

No Signature - Task assigned to Corey Paiement was completed by assistant Jennifer Sham

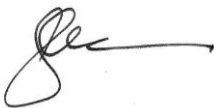
Corey Paiement



Gerald Christie



Jennifer Sham



John MacLean