

REGULAR MEETING OF COUNCIL

AGENDA

DATE: Monday, April 18, 2016, 2016
TIME: 4:30 p.m.
LOCATION: Council Chambers, Enderby City Hall

1. APPROVAL OF AGENDA

2. ADOPTION OF MINUTES

[Regular Minutes of April 4, 2016](#)

pg 3-6

3. PUBLIC AND STATUTORY HEARINGS

[2016 Budget – Public Input](#)

pg 7-21

[0002-16-OR-END – Official Community Plan Amendment and Zoning Amendment](#)

pg 22-40

Changing the future land use designation of the property legally described as That Part of Lot 1 Shown on Plan B1074, Section 27, Township 18, Range 9, W6M, KDYD, Plan 1094 Except (1) Plan 13014, (2) Part Which Lies to the South of Plan 13014 and to the South of a Line Adjoining the South East Corner of Lot B Plan 1702 and the South West Corner of Lot 1 Plan 13014 from Residential Low Density to Residential Medium Density;
and

Changing the zoning of the property legally described as That Part of Lot 1 Shown on Plan B1074, Section 27, Township 18, Range 9, W6M, KDYD, Plan 1094 Except (1) Plan 13014, (2) Part Which Lies to the South of Plan 13014 and to the South of a Line Adjoining the South East Corner of Lot B Plan 1702 and the South West Corner of Lot 1 Plan 13014 is hereby changed from the Residential Single Family (R.1) zone to the Residential Apartment and Multi-Family (R.3) zone.

4. DEVELOPMENT MATTERS

5. BYLAWS – 3rd Reading

[Official Community Plan Amendment Bylaw No. 1592, 2016](#)

pg 41

A bylaw to change the future land use designation of the property legally described as That Part of Lot 1 Shown on Plan B1074, Section 27, Township 18, Range 9, W6M, KDYD, Plan 1094 Except (1) Plan 13014, (2) Part Which Lies to the South of Plan 13014 and to the South of a Line Adjoining the South East Corner of Lot B Plan 1702 and the South West Corner of Lot 1 Plan 13014 from Residential Low Density to Residential Medium Density.

[Zoning Bylaw Amendment Bylaw No. 1593, 2016](#)

pg 42-43

A bylaw to change the zoning of the property legally described as That Part of Lot 1 Shown on Plan B1074, Section 27, Township 18, Range 9, W6M, KDYD, Plan 1094 Except (1) Plan 13014, (2) Part Which Lies to the South of Plan 13014 and to the South of a Line Adjoining the South East Corner of Lot B Plan 1702 and the South West Corner of Lot 1 Plan 13014 from the Residential Single Family (R.1) zone to the Residential Apartment and Multi-Family (R.3) zone.

BYLAWS – 3 Readings

[2016 Budget Bylaws – Memo from Chief Financial Officer dated April 13, 2016](#)

pg 44-60

Re: 2016 – 2020 Financial Plan Bylaw No. 1597, 2016
Sewer Frontage Tax Bylaw No. 1598, 2016
Water Frontage Tax Bylaw No. 1599, 2016
Fees and Charges Bylaw No. 1479, 2010 Amendment Bylaw No. 1600, 2016
Annual Tax Rate Bylaw No. 1601, 2016

6. REPORTS

Mayor and Council

7. NEW BUSINESS

- a. [3063 Royal Canadian Army Cadet Corps](#) – Correspondence dated April 11, 2016
Re: Request to use City Hall Parking Lot for Bottle Drive

pg 61

- b. [Enderby Arts Festival – Temporary Road Closure](#)

pg 62-65

8. PUBLIC QUESTION PERIOD

9. CLOSED MEETING RESOLUTION

Closed to the public, pursuant to Section 90 (1) (b) of the *Community Charter*

10. ADJOURNMENT

THE CORPORATION OF THE CITY OF ENDERBY

Minutes of a **Regular Meeting** of Council held on Monday, April 4, 2016 at 4:30 p.m. in the Council Chambers of City Hall

Present: Mayor Greg McCune
Councillor Tundra Baird
Councillor Brad Case
Councillor Roxanne Davyduke
Councillor Raquel Knust
Councillor Brian Schreiner
Councillor Shawn Shishido

Chief Administrative Officer – Tate Bengtson
Chief Financial Officer – Jennifer Bellamy
Assistant Corporate Officer and Planning Assistant – Kurt Inglis
Recording Secretary – Bettyann Kennedy
The Press and Public

APPROVAL OF AGENDA

Moved by Councillor Case, seconded by Councillor Shishido that the agenda be approved as circulated.

Carried

ADOPTION OF MINUTES

Regular Meeting Minutes of March 21, 2016

Moved by Councillor Knust, seconded by Councillor Davyduke that the minutes of the regular meeting of March 21, 2016 be adopted as circulated.

Carried

Special Meeting Minutes of March 23, 2016

Moved by Councillor Schreiner, seconded by Councillor Shishido that the minutes of the special meeting of March 23, 2016 be adopted as circulated.

Carried

Mayor McCune announced to the gallery that the Public Hearing for OCP/Zoning application is re-scheduled to April 18th due to a notification error.

REPORTS

Mayor McCune

- The new owners of Mimi's restaurant introduced themselves. The restaurant will be undergoing renovations, as will the apartment above. The restaurant will be Italian/European deli style with gelatos and coffees etc on offer. Music and artists will be

featured and will be a focus of the restaurant. They take possession at the end of April and are targeting the May long-weekend to open.

- Attended a veteran's luncheon at the Legion. Ron Surry did a great job as MC and focused on each and every veteran.
- Congratulations to Lumby on their Hockeyville win.
- Volunteer Fair was a success. Thanks were extended to the Assistant Corporate Officer and Planning Assistant for organizing the event. Social media is working.
- Mark McMahon is working on video of Enderby. A high school digital marketing group has been created and mentors have been brought in to work with the students. The Chief Administrative Officer has suggested that the group create a background splash video to use in the marketing of the Cliff Crunch.
- Ideas to be discussed as to how to celebrate the Fire Department.

Councillor Baird

- Volunteer Fair was great.
- Chamber wants their kiosk to be located at the old picnic area. Separate signage/information will be incorporated into new hand launch area to promote the river. Recreation Services continues to work on increasing activities being offered.
- Creative bike racks should be given some thought.

Councillor Davyduke

- Great feedback was received at the Volunteer Fair. This would be an excellent annual event. Could possibly coincide it with various group registrations.

Councillor Case

- Good job organizing the Volunteer Fair by Assistant Corporate Officer and Planning Assistant. It can be built upon in the future.
- Thanks to Councillor Schreiner for taking on the Communities in Bloom project.

Councillor Knust

- There are two long-time volunteers that are leaving the Food Bank. A letter of appreciation to be sent by the City to Dianne Nadeau and Elaine Nielson in appreciation for over 20 years of volunteering to the community.

Councillor Schreiner

The Chief Administrative Officer was asked to provide an update on the Industrial Park:

- Concept designs for servicing are nearing completion.
- A draft of the concept design is scheduled for completion April 15th.
- Corbitt is doing some site prep. They will be locating their offices at the Mabel Lake office building.
- Vedder Transport is nearing completion of its building permit application together. They should be breaking ground shortly.

Chief Administrative Officer

- Cliff Avenue upgrades have started.
- Vernon street paving will take place on Wednesday.
- Tree removal update – the contractors reported that the trees were near their end of life. There was rot and they had to be removed. More appropriate trees will be re-planted and the design will provide a more suitable growing environment.

NEW BUSINESS

Vacant Commercial and Industrial Building Inspection Update – Memo from Chief Administrative Officer dated March 30, 2016

Moved by Councillor Knust, seconded by Councillor Baird that the memorandum be received and filed.

Carried

Transfer Station Nearer to Enderby – Correspondence from Regional District of North Okanagan dated March 28, 2016

Discussion:

The problem still exists. What can we do to keep garbage out of the valley, forests, and water? Some communities have implemented a reward system whereby anyone providing a tip that leads to the conviction of a polluter involved in illegal dumping will receive a portion of the fine.

Moved by Councillor Case, seconded by Councillor Davyduke that the City explore the viability of establishing a “reward for tips” program targeting illegal dumping, and discuss the matter with Area F.

Carried

Enderby Television Syndicate – Correspondence dated March 17, 2016

Re: Contribution to Enderby Fire Department

Moved by Councillor Schreiner, seconded by Councillor Shishido that the correspondence be received and filed.

Carried

PUBLIC QUESTION PERIOD

Emily Corrie of the Advertiser:

- Apologised on behalf of the newspaper for the error in not publishing the Public Hearing ad.
- Asked about the issues with the trees on Cliff Avenue. The CAO explained that the root system on the old trees were spreading out and up, causing the sidewalks to buckle and the grade of the curbs and gutters to be compromised. They are being replaced with more appropriate trees and growing environment.
- School rankings have been published and MV Beattie did not rate well. It is one of the worst in the province.

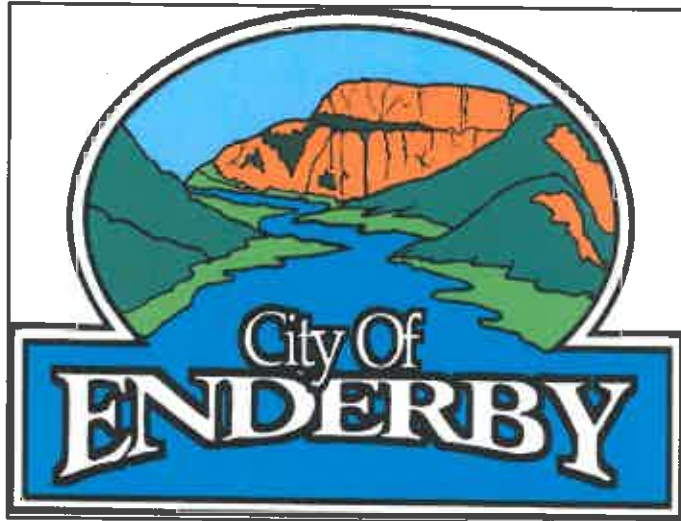
ADJOURNMENT

Moved by Councillor Davyduke, seconded by Councillor Shishido that the meeting adjourn at 5:40 p.m.

MAYOR

CHIEF ADMINISTRATIVE OFFICER

CITY OF ENDERBY



2016 BUDGET

Public Input

**April 18, 2016
4:30 PM**

Council Chambers

City of Enderby
2016 Budget - Public Input - April 18, 2016 at 04:30 PM

	<u>Package Page #</u>
Table of Contents	1
City of Enderby Budget Summary	2
2016 Taxation/User Fee Impact - Single Family Dwelling	3
2016 - 2020 Financial Plan Bylaw	4 - 7
Comparison of 2016 Budget vs. 2015 Budget - General	8 - 12
Comparison of 2016 Budget vs. 2015 Budget - Sewer	13
Comparison of 2016 Budget vs. 2015 Budget - Water	14

City of Enderby Budget Summary

The budget principles shown here have been developed over several years and help guide the decisions of staff and City Council when preparing the City's annual financial plan. Overall the financial plan proposes a combined increase to taxation and user fees of **0.69%**, or an additional \$12.69 for the average single family home.

1. Financial Plan Message

2016 budget challenges include capital initiatives, aging infrastructure, and higher construction and utility costs. With these challenges, department budgets continue to strive for operational efficiency while balancing the diverse service needs of the public with stewardship of public assets.

2. Service Levels

Each year the operations for each department is reviewed to ensure that the community receives the best value for city services.

3. Rationalize User Fees

User fee adjustments are determined by analyzing cost changes and assessing the community's ability to pay. This criterion is used to limit large fluctuations in any given year. 2016 water user fees have decreased by 5.13% and sewer user fees have increased by 0.14%. This amounts to potential savings of \$19.50 in water user fees for the average single family home and an additional \$0.38 in sewer user fees.

4. Reallocating Existing Resources Where Necessary

Prior to requesting additional funding for new initiatives, departments are required to identify cost savings or resource allocation within their areas to accommodate the new initiatives with existing resources. Realized departmental cost reductions are absorbed corporately to accommodate reallocation of resources for departments should they require funds for new initiatives.

5. Rationalize Taxation Policy

Once service levels are established and quantified, user fees and tax rate bylaws are adopted, the net revenue requirement to balance the budget is collected from property taxation. Tax rates are calculated to financially sustain the City into the future and not to artificially defer ongoing maintenance. The 2016 budget proposes a 1.15% taxation increase which amounts to an additional \$9.18 for the average residential property.

6. Provide a Context for Capital Expenditures

A long-term capital plan, including infrastructure renewal, forms the foundation for capital expenditures in the City. Funding for infrastructure renewal is a challenge faced by all communities. The City will continue to increase the amount put towards infrastructure renewal and will seek grant funding to support new and replacement assets.

7. Public Input

The Public Input meeting will take place Monday, April 18, 2016 during the regular Council meeting. The public is welcome to attend and provide feedback. Written feedback is also welcome and will be presented but must be received by 10:00am on Wednesday, April 13, 2016.

Description			2015 Levy/Fees - based on average assessment of \$217,000	Percentage Increase	Dollar Change	Total 2016
General			802.14	1.15%	9.18	811.32
Water-Frontage			241.00	4.98%	12.00	253.00
Sewer-Frontage			238.00	0.42%	1.00	239.00
Water-User			234.00	-5.13%	(12.00)	222.00
Sewer-User			270.68	0.14%	0.38	271.06
Refuse			91.00	2.64%	2.40	93.40
Total General Taxes, Water & Sewer, Refuse & Recycle			1,876.82		12.96	1,890

THE CORPORATION OF THE CITY OF ENDERBY

BYLAW NO. 1597

A BYLAW OF THE CITY OF ENDERBY RESPECTING THE 2016 – 2020 FINANCIAL PLAN

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

1. This bylaw may be cited as “City of Enderby 2016 – 2020 Financial Plan Bylaw No.1597, 2016”.
2. Schedule “A” attached hereto and made part of the Bylaw is hereby declared to be the 2016 – 2020 Financial Plan of the City of Enderby.
3. Schedule “B” attached hereto and made part of this Bylaw is the Statement of Objectives and Policies for the City of Enderby that support the 2016 – 2020 Financial Plan.
4. Bylaw No. 1569, cited as “City of Enderby 2015 – 2019 Financial Plan Bylaw No. 1569, 2015”, is hereby repealed.

READ a FIRST time this _____ day of April, 2016.

READ a SECOND time this _____ day of April, 2016.

READ a THIRD time this _____ day of April, 2016.

RECONSIDERED and ADOPTED this _____ day of May, 2016.

MAYOR

CHIEF ADMINISTRATIVE OFFICER

SCHEDULE "A"

City of Enderby
Consolidated Statement of Operations
Five Year Financial Plan 2016-2020

	2016 Budget	2017 Budget	2018 Budget	2019 Budget	2020 Budget
REVENUES					
Municipal Taxation	1,346,277	1,369,028	1,404,769	1,359,992	1,391,961
Utility Taxes / Grants in Lieu	82,413	84,062	85,743	87,458	89,207
Sale of Services / Other Contributions	348,795	402,811	397,927	385,294	1,308,076
Revenue from own Sources	1,234,167	1,303,551	1,334,716	1,357,472	1,398,530
Grants	610,906	434,700	439,040	443,423	1,950,351
Sewer Revenue	712,122	710,725	722,546	734,591	729,861
Water Revenue	680,589	671,901	663,328	675,051	686,993
Total Revenues	5,015,269	4,976,778	5,048,069	5,043,281	7,554,979
EXPENSES					
General Government Services	761,744	722,715	737,169	751,913	766,951
Protective Services	221,680	205,713	209,828	214,024	218,305
Transportation Services	540,969	551,788	562,824	574,080	585,562
Environmental Health Services	99,116	101,098	103,120	105,182	107,286
Animal Control	28,327	28,893	29,471	30,061	30,662
Cemetery	49,251	50,236	51,241	52,266	53,311
Recreation & Cultural Services	73,366	74,833	76,330	77,857	79,414
Fortune Parks Recreational Services	837,333	854,078	871,160	888,583	906,355
Sewer Expenditures	537,683	528,035	538,596	549,368	560,355
Water Expenditures	520,916	499,001	508,981	519,160	529,544
Fiscal Services	152,882	113,282	100,943	100,943	94,349
Total Expenses	3,823,267	3,729,672	3,789,663	3,863,437	3,932,094
SURPLUS (DEFICIT) FOR THE YEAR	1,192,002	1,247,106	1,258,406	1,179,844	3,622,885
TOTAL CASH FROM OPERATIONS	1,192,002	1,247,106	1,258,406	1,179,844	3,622,885
ADJUST FOR CASH ITEMS					
Capital Asset expenditures	(3,677,752)	(759,150)	(1,975,638)	(1,274,159)	(3,029,172)
Debt Principle repayment	(145,681)	(109,565)	(101,823)	(101,823)	(91,414)
Debt Proceeds	467,000	-	1,448,000	-	167,600
Transfer From Reserves	2,551,558	279,898	272,351	1,129,250	472,331
Transfer to Reserves	(1,019,936)	(870,254)	(901,296)	(933,112)	(1,168,230)
Transfer From Operating Surplus	632,809	211,965	-	-	26,000
TOTAL CASH ADJUSTMENT	(1,192,002)	(1,247,106)	(1,258,406)	(1,179,844)	(3,622,885)
FINANCIAL PLAN BALANCE	-	-	-	-	-

**CITY OF ENDERBY
2016-2020 Financial Plan**

**Statement of Objectives and Policies
Schedule 'B' of Bylaw No. 1597**

In accordance with Section 165(3.1) of the *Community Charter*, the City of Enderby is required to include in the Five Year Financial Plan, objectives and policies regarding each of the following:

1. The proportion of total revenue that comes from each of the funding sources described in Section 165(7) of the *Community Charter*,
2. The distribution of property taxes among the property classes, and
3. The use of permissive tax exemptions.

Proportion of Total Revenue From Funding Sources

User fees and charges form the largest portion of planned revenue. These are services that can be measured and charged on a user-pay basis such as water and sewer usage, building permits, business licenses, and sale of services. User fees attempt to apportion the value of a service to those who use the service.

Property Taxation forms the second largest portion of revenue. It offers a stable and reliable source of revenue for services that are difficult or undesirable to fund on a user-pay basis such as fire protection, street maintenance, snow removal, and general administration.

Government Grants form the third largest proportion of planned revenue. These grants are for projects whereby the City of Enderby has received grant approval or is anticipating approval in 2016.

Policies

- The City of Enderby will review all user fee levels to ensure they are adequately meeting both the capital and delivery costs of the service.
- Where possible, the City of Enderby will endeavour to supplement revenues from grant funding, and user fees and charges, to lessen the burden on its residential property tax base.

Overview in Preparing the Budget

- The City of Enderby has increased the amount of revenue received from property taxes and user fees by 0.69%.
- User fees and charges have increased by 0.14% for sewer user fees and have decreased by 5.13% for water user fees.

Table 1: Sources of Funding

<i>Funding Source</i>	% of Total Revenue	Dollar Value
<i>Property taxes</i>	15.5 %	\$ 1,346,277
<i>User Fees and charges</i>	17.2 %	1,492,813
<i>Other sources</i>	54.9 %	4,749,640
<i>Proceeds from borrowing</i>	5.4 %	467,000
<i>Government grants</i>	7.0 %	610,906
<i>Total</i>	100.0 %	\$ 8,666,636

Distribution of Property Value Taxes

The residential property class provides the largest proportion of property tax revenue as the class also forms the largest portion of the assessment base.

Objectives

- To equitably distribute the tax burden amongst the property classes.
- To phase in a rate increase for the “utility” class to increase the rate to the maximum permitted by regulation.

Overview in Preparing the Budget

- Wherever possible revenues from user fees and charges were used to help offset the burden on the entire property tax base.
- Wherever possible the City of Enderby applied, and will continue to apply, for grant funding to help offset capital expenditures and infrastructure planning studies.
- To continue to maintain and encourage economic development initiatives designed to attract more retail and commercial businesses to invest in the community.

Table 2: Distribution of Property Tax Rates

Property Class	% Of Total Property Taxation	Dollar Value
Residential (1)	80.01	\$ 1,077,126
Utilities (2)	1.30	17,444
Light Industrial (5)	2.11	28,368
Business and Other (6)	16.53	222,546
Farmland (9)	0.06	793
Total	100.00	\$ 1,346,277

Permissive Tax Exemptions

- The City of Enderby adopted a permissive tax exemption policy in October 2008, which guides the administration and approval of permissive tax exemptions. Some of the eligibility criteria for permissive tax exemptions that are outlined in the policy include the following:
- The tax exemption must demonstrate a benefit to the community and residents of the City of Enderby by enhancing the quality of life (economically, socially and culturally) and delivering services economically within the community.
- The goals, policies and principles of the organization receiving the exemption must not be inconsistent or in conflict with those of the City of Enderby.
- Only Non-Profit Organizations who meet the requirements of Part 7, Division 7 – Permissive Exemptions of the *Community Charter* are eligible for grants.

Objective

In conjunction of the development of the Financial Plan, Council will continue to provide permissive tax exemptions to non-profit societies where the value of permissive tax exemptions granted would be approximately 5% of the annual municipal levy.

**City of Enderby
Comparison of 2016 Budget vs. 2015 Budget - General**

Revenue	Operating			Special Projects			Capital Projects		
	2015 Budget	2015 Actual	2016 Budget Budget	2015 Budget	2015 Actual	2016 Budget Budget	2015 Budget	2015 Actual	2016 Budget Budget
Property Taxes-General Revenue	442,998	393,988	426,445	-16,554					
Property Taxes-Capital Project	0	0	0	0					
Property Taxes-Loan payments	0	0	0	0					
Refuse	97,017	95,834	99,097	2,081					
Grants in Lieu of taxes	53,165	53,141	54,483	1,318					
Revenue from Other Sources	230,457	227,706	245,000	14,543					
Community Works Funding	0	0	0	0					
Unconditional Grants	464,300	494,314	458,930	-5,370					
Conditional Grants	700	1,111	1,100	400					
Contribution - amortization	0	0	0	0					
Borrowing	0	0	0	0					
Transfers from Other Funds	147,078	116,703	130,715	-16,363					
Subtotal of all Other Revenue	992,716	988,810	989,326	-3,390					
Transfer from Surplus	0	0	0	0					
Total Revenue	1,435,715	1,382,798	1,415,771	-19,945					
Expenditures									
Executive	99,046	100,488	106,825	7,779					
General/Administration	586,125	536,295	599,220	13,094					
Transportation (PW)	584,650	520,823	537,246	-47,405					
Protective Services	0	0	0	0					
Recycle & Refuse	96,979	95,756	99,116	2,137					
Animal Control	0	0	0	0					
Cemetery	0	0	0	0					
Parks Services	68,915	80,498	73,366	4,451					
Fortune Parks	0	0	0	0					
Total Operating Expenses	1,435,715	1,333,861	1,415,771	-19,944					
Capital - Transportation	0	0	0	0					
Capital - Administration	0	0	0	0					
Capital - Protective Services	0	0	0	0					
Capital - Fortune Parks	0	0	0	0					
Amortization	0	0	0	0					
Fiscal Services	0	0	0	0					
Transfer to Reserves	0	0	0	0					
Total Capital Expenses	0	0	0	0					
Total Expenditures	1,435,715	1,333,861	1,415,771	-19,944					
Net Income	0	48,937	0	0					

Operating

	2015 Budget	2015 Actual	2016 Budget	2016 vs 2015 Budget
Property Taxes-General Revenue	99,161	99,161	103,505	4,345
Shuswap River Fire Protection District	69,094	65,169	76,771	7,678
Fire Protection	11,713	15,584	13,097	1,384
Contribution - amortization	0	0	0	0
Transfer from reserves	0	0	0	0
Transfer from surplus			3,306	3,306
Total Revenue	179,967	179,914	196,680	16,713

Expenditures

Protective Services	179,967	169,686	196,680	16,713
Total Operating Expenses	179,967	169,686	196,680	16,713
Capital - Protective Services	0	0	0	0
Amortization	0	0	0	0
Fiscal Services	0	0	0	0
Transfer to Reserves	0	0	0	0
Total Capital Expenses	0	0	0	0
Total Expenditures	179,967	169,686	196,680	16,713
Net Income	0	10,228	0	0

Special Projects

	2015 Budget	2015 Actual	2016 Budget	2016 vs 2015 Budget
	10,000		2,500	-7,500
	10,000		12,500	2,500
			0	0
			0	0
			0	0
			10,000	10,000
Total	20,000	0	25,000	5,000

	20,000		25,000	5,000
Total	20,000	0	25,000	5,000
Total	0	0	0	0
Total	20,000	0	25,000	5,000
	0	0	0	0

Capital Projects

	2015 Budget	2015 Actual	2016 Budget	2016 vs 2015 Budget
	15,045	15,045	15,045	0
	0	0	19,897	19,897
			36,205	36,205
	0	59,350	0	0
	0	0	19,897	19,897
	16,711	16,711	20,228	3,517
Total	31,756	91,106	111,273	79,517

	0	0	76,000	76,000
	0	59,350	0	0
	0	0	0	0
	31,756	31,756	35,273	3,517
Total	31,756	91,106	111,273	79,517
Total	31,756	91,106	111,273	79,517
	0	0	0	0

	Operating			Special Projects			Capital Projects		
	2016 vs 2015			2016 vs 2015			2016 vs 2015		
	2015 Budget	2015 Actual	2016 Budget Budget	2015 Budget	2015 Actual	2015 Budget Budget	2015 Budget	2015 Actual	2015 Budget Budget
Revenue from Other Sources	15,743	13,274	15,118						0
Conditional Grants	0	0	0						0
Property Taxes-General Revenue	13,777	13,777	13,209						0
Contribution - amortization	0	0	0						0
Transfer from reserves	0	0	0						0
Transfer from DCC's	0	0	0						0
Transfer from surplus	0	0	0						0
Total Revenue	29,520	27,051	28,327	0	0	0	0	0	0
Expenditures									
Animal Control	29,520	22,274	28,327						0
Total Operating Expenses	29,520	22,274	28,327	0	0	0	0	0	0
Capital - Fortune Parks									0
Amortization									0
Fiscal Services									0
Transfer to Reserves									0
Total Capital Expenses	0	0	0	0	0	0	0	0	0
Total Expenditures	29,520	22,274	28,327	0	0	0	0	0	0
Net Income	0	4,777	0						0

	Operating			Special Projects			Capital Projects		
	2016 vs 2015			2016 vs 2015			2016 vs 2015		
	2015 Budget	2015 Actual	2016 Budget Budget	2015 Budget	2015 Actual	2016 Budget Budget	2015 Budget	2015 Actual	2016 Budget Budget
Revenue from Other Sources	35,765	36,270	34,811				3,500	3,500	3,500
Conditional Grants	0	0	0						0
Property Taxes-General Revenue	14,913	14,900	14,440						0
Contribution - amortization	0	0	0						0
Transfer from reserves	0	0	0						0
Transfer from DCC's	0	0	0						0
Transfer from surplus	0	0	0						0
Total Revenue	50,677	51,170	49,251	0	0	0	3,500	3,500	3,500
0									0
Expenditures									
Cemetery	50,677	40,833	49,251				0	0	0
Total Operating Expenses	50,677	40,833	49,251	0	0	0	0	0	0
Capital - Fortune Parks	0								0
Amortization	0								0
Fiscal Services	0								0
Transfer to Reserves	0						3,500	3,500	3,500
Total Capital Expenses	0	0	0	0	0	0	3,500	3,500	3,500
Total Expenditures	50,677	40,833	49,251	0	0	0	3,500	3,500	0
Net Income	0	10,336	0				0	0	0

Revenue

	Operating			2016 vs 2015		Special Projects				Capital Projects			
	2015 Budget	2015 Actual	2016 Budget	Budget		2015 Budget	2015 Actual	2016 Budget		2015 Budget	2015 Actual	2016 Budget	
	412,774	460,847	383,707	-29,067		43,672		70,995		23,157	16,336	23,157	-
	750	0	750	0									-
	0	0	0	0		22,128	12,774	19,605	-2,523	201,483	212,359	206,282	4,799
	0	0	0	0					0	-	-	-	-
	10,391	12,623	7,625	-2,766							62,332		-
	0	0	0	0						-	-	-	-
	0	0	0	0		42,850		55,000	12,150	89,500	-	78,450	(11,050)
	0	0	0	0		0			0	-	-	112,100	112,100
	0	0	0	0						-	-	-	-
	0	0	0	0						-	230,772	-	-
	423,915	473,470	392,082	-31,833		108,650	12,774	145,600	36,950	314,140	521,799	419,989	105,849

Expenditures

Sewer Maintenance	52,750	38,157	40,000	-12,750					
Staff Development	5,500	3,237	3,000	-2,500					
Administration Fee	41,848	41,848	40,904	-944					
PW Equipment	5,895	5,692	5,590	-305					
Labour and benefits	142,622	119,647	122,438	-20,184					
Treatment Plant	139,800	150,738	149,000	9,200					
Pre-Engineering/Design/Studies	5,000	1,955	5,000	13,000					
Sludge Handling	28,000	15,499	23,650	-4,350					
Annual Upgrades	0	0	0	0					
Sundry	0	0	0	0					
Legal/Professional Fees	2,500	0	2,500	0					
Total Operating Expenses	423,915	376,772	392,082	-31,833	108,650	12,774	145,600	36,950	
Transfer to Reserves	0	0	0	0					
Transfer to Reserves - Asset Manage.			0	0					
Capital	0	0	0	0					
Amortization									
Debt Servicing	0	0	0	0					
Total Capital Expenses	0	0	0	0	0	0	0	0	0
Total Expenditures	423,915	376,772	392,082	-31,833	108,650	12,774	145,600	36,950	
Net Income	0	96,698	0	0	0	0	0	0	0

THE CORPORATION OF THE CITY OF ENDERBY

Agenda

MEMO

To: Tate Bengtson, Chief Administrative Officer
From: Kurt Inglis, Assistant Corporate Officer and Planning Assistant
Date: March 31, 2016
Subject: 0002-16-OR-END - Official Community Plan Amendment and Zoning Amendment Application

RECOMMENDATION

THAT upon consideration of input at the Public Hearing, Official Community Plan Bylaw Amendment Bylaw No. 1592, 2016 and Zoning Bylaw Amendment Bylaw No. 1593, 2016 be given Third Reading and forward the latter to the Ministry of Transportation and Infrastructure for endorsement.

AND THAT, should Council adopt Official Community Plan Bylaw Amendment Bylaw No. 1592, 2016 and Zoning Bylaw Amendment Bylaw No. 1593, 2016, the amendments shall be of no force or effect until a covenant is registered on the title of the property requiring any new development which increases its density to provide a report sealed by a qualified registered professional demonstrating that adequate fire flows are available to service the proposed building(s) prior to issuance of a building permit.

BACKGROUND

This is an application to rezone the property located at 174 Salmon Arm Drive from the Residential Single Family (R.1) zone to the Residential Apartment and Multi-Family (R.3) zone and to change the Official Community Plan designation of the property from Residential Low Density to Residential Medium Density. The purpose of rezoning the subject property is to provide a more flexible range of permitted residential housing forms which may enable redevelopment of the site to a more intensive residential use.

At its Regular Meeting of March 7, 2016, Council gave the proposed bylaws associated with the application First and Second Reading and forwarded them to a Public Hearing; the Public Hearing provides an opportunity for all persons who believe that their interest in property is affected by the bylaws to make public representation.

The Ministry of Transportation and Infrastructure has given preliminary approval to the application pursuant to Section 52(3)(a) of the *Transportation Act* and, should Council give Third Reading to the proposed bylaws, the Ministry would then give final endorsement prior to adoption of the bylaws.

Respectfully Submitted,



Kurt Inglis
Assistant Corporate Officer and Planning Assistant

Agenda

CITY OF ENDERBY
OFFICIAL COMMUNITY PLAN AMENDMENT AND ZONING AMENDMENT
APPLICATION

File No.: 0002-16-OR-END

March 3, 2016

APPLICANT: George Potrie and Debra Potrie c/o Planning Protocol 2 Inc.

LEGAL DESCRIPTION: That Part of Lot 1 Shown on Plan B1074, Section 27, Township 18, Range 9, W6M, KDYD, Plan 1094 Except (1) Plan 13014, (2) Part Which Lies to the South of Plan 13014 and to the South of a Line Adjoining the South East Corner of Lot B Plan 1702 and the South West Corner of Lot 1 Plan 13014

P.I.D #: 005-409-225

CIVIC ADDRESS: 174 Salmon Arm Drive, Enderby BC

PROPERTY SIZE: 0.270 hectares

PRESENT ZONING: Residential Single Family (R.1)

PROPOSED ZONING: Residential Apartment and Multi-Family (R.3)

PRESENT O.C.P DESIGNATION: Residential Low Density

PROPOSED O.C.P DESIGNATION: Residential Medium Density

PROPOSED USE: Continue to use the subject property for a single family dwelling while providing a more flexible range of permitted residential housing forms, should the applicant wish to redevelop or sell the property

RECOMMENDATION:

THAT Official Community Plan Bylaw Amendment Bylaw No. 1592, 2016 which proposes to change the future land use designation of the property legally described as That Part of Lot 1 Shown on Plan B1074, Section 27, Township 18, Range 9, W6M, KDYD, Plan 1094 Except (1) Plan 13014, (2) Part Which Lies to the South of Plan 13014 and to the South of a Line Adjoining the South East Corner of Lot B Plan 1702 and the South West Corner of Lot 1 Plan 13014, and located at 174 Salmon Arm Drive from Residential Low Density to Residential Medium Density be given First Reading;

AND THAT after First Reading of the Official Community Plan Bylaw Amendment Bylaw No. 1592, 2016 and in accordance with Section 477 of the Local Government Act, Bylaw No. 1592 be considered in conjunction with the City's Financial Plan and Regional Solid Waste Management Plan;

AND THAT after considering the Official Community Plan Bylaw Amendment Bylaw No. 1592, 2016 in conjunction with the City's Financial Plan and Regional Solid Waste Management Plan, Bylaw No. 1592 be given Second Reading and forwarded to a Public Hearing;

AND THAT the referral process which requests that various authorities and organizations review the amendments proposed by the Official Community Plan Bylaw Amendment Bylaw No. 1592, 2016 as outlined in the report from the Assistant Corporate Officer and Planning Assistant dated February 26, 2016 be considered appropriate consultation for the purposes of Sections 475 and 476 of the Local Government Act;

AND THAT Zoning Bylaw Amendment Bylaw No. 1593, 2016 which proposes to rezone the property legally described as That Part of Lot 1 Shown on Plan B1074, Section 27, Township 18, Range 9, W6M, KDYD, Plan 1094 Except (1) Plan 13014, (2) Part Which Lies to the South of Plan 13014 and to the South of a Line Adjoining the South East Corner of Lot B Plan 1702 and the South West Corner of Lot 1 Plan 13014, and located at 174 Salmon Arm Drive from the Residential Single Family (R.1) zone to the Residential Apartment and Multi-Family (R.3) zone be given First and Second Reading and forwarded to a Public Hearing;

AND THAT, should Council adopt Official Community Plan Bylaw Amendment Bylaw No. 1592, 2016 and Zoning Bylaw Amendment Bylaw No. 1593, 2016 following the Public Hearing, the amendments shall be of no force or effect until a covenant is registered on the title of the property requiring any new development which increases its density to provide a report sealed by a qualified registered professional demonstrating that adequate fire flows are available to service the proposed building(s) prior to issuance of a building permit.

BACKGROUND:

This is an application to rezone the property located at 174 Salmon Arm Drive from the Residential Single Family (R.1) zone to the Residential Apartment and Multi-Family (R.3) zone and to change the Official Community Plan designation of the property from Residential Low Density to Residential Medium Density. The purpose of rezoning the subject property is to provide a more flexible range of permitted residential housing forms which may enable future redevelopment of the site to a more intensive residential use.

Site Context:

The 0.270 hectare (0.0667 acre) property is located along the southern side of Salmon Arm Drive, which is identified in Schedule 'C' of the City's Official Community Plan as a 'Municipal Minor Collector' road. A single-family dwelling is located in the central portion of the subject property, along the eastern property boundary, along with a detached garage in the southern portion of the lot along the western property boundary. The subject property is relatively flat, with a slight slope from west to east and south to north. Access to the property is gained off Salmon Arm Drive via a gravel driveway located along the eastern property boundary. A multi-use, separated pathway is located on the southern side of Salmon Arm Drive adjacent to the subject property, with an open-channel drainage ditch located between the multi-use pathway and the edge of the roadway.

The subject property and the properties to the north, east, south, and west are currently zoned Residential Single Family (R.1) and are designated as Residential Low Density in the City of Enderby Official Community Plan (OCP); one of the properties to the south is currently zoned Residential Two-Family (R.2) and is designated as Residential Low Density in the OCP.

To the east, there is a pocket of 6 lots zoned Residential Apartment and Multi-Family (R.3) and designated as Residential Medium Density in the OCP (5 lots along Salmon Arm Drive, 1 lot along Cliffview Drive); the subject property is separated from this pocket of intensive residential land uses by 2 lots or approximately 58 m (190 feet). Furthermore, an additional large, multi-family development (Skyline Ridge) is located approximately 200 m to the south.

The following map shows the Zoning designation of the subject and surrounding properties.

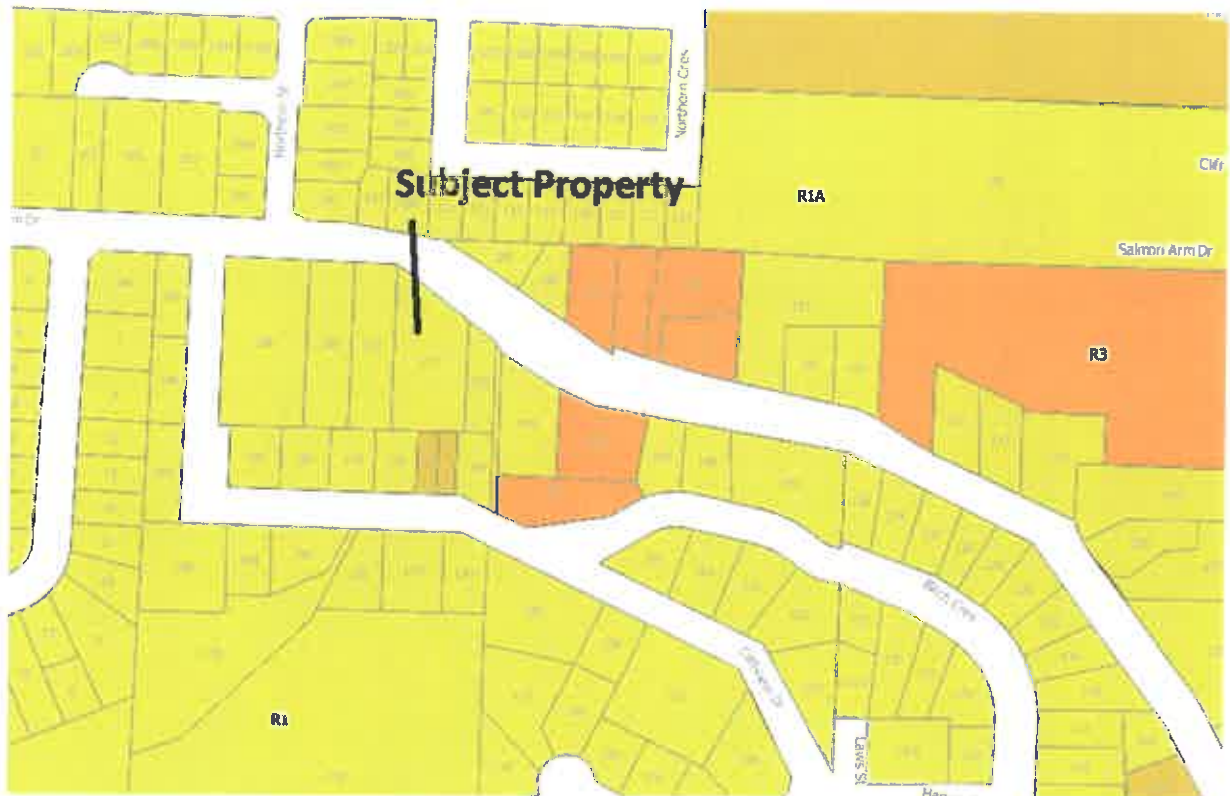


Figure 1: Zoning Map

The following orthophoto of the subject and surrounding properties was taken in 2011:



Figure 2: Orthophoto

The Proposal

The applicant is proposing to continue to use the subject property for a single family dwelling; the purpose of the rezoning application is to provide a more flexible range of permitted residential housing forms, should the applicant wish to redevelop or sell the property.

Given the maximum permitted gross densities within the proposed 'Residential Medium Density' OCP designation, a potential rezoning of the subject property could result in up to 21 dwelling units being developed on the site, and potentially more if the OCP's density bonusing provisions were to apply through the provision of seniors housing, affordable housing, special needs housing, etc. It should be noted that the maximum number of dwelling units which could potentially be developed on site may be restricted by the City's Zoning Bylaw standards related to provision of open space, minimum off street parking requirements, minimum setback requirements, maximum lot coverage, etc.

ZONING BYLAW:

The subject property is currently zoned Residential Single Family (R.1); uses permitted within this zone include:

- Accessory residential;
- Restricted agricultural use;
- Single family dwellings;
- Secondary suites;
- Bed and breakfasts; and
- Civic and public service use.

Uses permitted within the proposed Residential Apartment and Multi-Family (R.3) zone include:

- Apartment and multi-family residential;
- Four family dwellings;
- Row housing;
- Three family dwellings;
- Adult retirement housing;
- Boarding lodging or rooming houses
- Convalescent, nursing, and personal care homes;
- Restricted agricultural use;
- Single family dwellings;
- Two family dwellings;
- Secondary suites;
- Bed and breakfasts; and
- Civic and public service use.

Given the fact that 'single family dwellings' are a permitted use within both the Residential Single Family (R.1) and Residential Apartment and Multi-Family (R.3) zones, the existing single family dwelling use of the subject property could continue in a legally, conforming manner in the event of a successful rezoning of the property.

OFFICIAL COMMUNITY PLAN:

The City of Enderby Official Community Plan (OCP) designates the future land use of the subject property as Residential Low Density; housing forms permitted within the Residential Low Density land use designation include single family dwellings, single family dwellings with a secondary suite, and two family dwellings. In order to rezone the subject property from the Residential Single Family (R.1) zone to the Residential Apartment and Multi-Family (R.3) zone, an OCP amendment is first required in order to designate the property as Residential Medium Density; OCP Policy 10.3.a (see below table) states that the housing forms associated with the Residential Apartment and Multi-Family (R.3) zone are only permitted for properties with a Residential Medium Density land use designation.

Land Use Designation	Housing Forms	Maximum Permitted Gross Density
<i>Country Residential</i>	<ul style="list-style-type: none"> • <i>Single Family Dwellings</i> • <i>Two Family Dwellings</i> 	<i>1 unit/ha/gross</i>
<i>Residential Low Density</i>	<ul style="list-style-type: none"> • <i>Single Family Dwellings</i> • <i>Single Family Dwellings with Secondary Suite</i> • <i>Two Family Dwellings</i> 	<i>45 units/ha/gross</i>
<i>Residential Medium Density</i>	<ul style="list-style-type: none"> • <i>Residential Low Density Forms</i> • <i>Row Housing</i> • <i>Multiple Family Dwellings</i> • <i>Adult Retirement Housing</i> • <i>Seniors Housing</i> 	<i>80 units/ha/gross</i>
<i>Knoll Comprehensive Development Area</i>	<ul style="list-style-type: none"> • <i>Residential Low Density Forms</i> • <i>Row Housing</i> • <i>Multiple Family Dwellings</i> • <i>Adult Retirement Housing</i> • <i>Seniors Housing</i> 	<i>80 units/ha/gross</i>

Table 1: OCP Policy 10.3.a

As previously discussed, given the maximum permitted gross densities associated with the 'Residential Medium Density' Official Community Plan (OCP) designation, rezoning of the property could result in up to 21 dwelling units being developed on the site, and potentially more if the OCP's density bonusing provisions were to apply through the provision of seniors housing, affordable housing, special needs housing, etc.

The following additional policies from the City of Enderby OCP relate to this development:

Policy 3.3.c - Council recognizes that development of land has social impacts and will act through the approval process to minimize negative and maximize positive impacts.

Policy 3.3.h - Council will utilize the development approval process, including Phased Development Agreements, to secure an adequate supply of quality affordable, attainable and special needs housing which meets the needs of all residents of the community, regardless of age, mobility, background or socio-economic status.

Policy 4.4.c - Council will encourage and support a spectrum of housing choices throughout the community, including secondary suites, in order to meet the diverse housing needs of residents.

Policy 5.3.f - Council will develop strategies and tools to encourage and facilitate infill and redevelopment within existing developed areas of the community.

Policy 8.3.h - Council will support infill and redevelopment within the community.

Policy 8.3.i - Council will employ Smart Growth principles in future development.

Policy 9.3.f - Council will develop a robust strategy to support infill, redevelopment, and brownfield reclamation that utilizes existing infrastructure, revitalizes the community, and enhances the use of underutilized lands.

Policy 10.3.h - As per a recommendation from the Infill & Redevelopment Working Group, Council may support a rezoning to Residential Single Family (R.1-A) for the properties legally described as Lot A, Sec 27, R19, M6, Plan 1702, LD25 and Sec 27, R9, M6, Plan B1074, LD25.

* Note: Further discussed in Planning Analysis below.

Policy 20.3.f - Council will encourage infill, redevelopment and brownfield strategies that focus growth towards areas with existing infrastructure.

Policy 20.3.g - Council will support innovative options that will assist in maintaining appropriate levels of infrastructure and service delivery in a fiscally responsible manner.

REFERRAL COMMENTS:

The subject application was referred for comment to the City of Enderby Public Works Manager, Chief Financial Officer, Building Inspector, Fire Chief, Manager of Regional Engineering Services, and the Ministry of Transportation and Infrastructure.

The Building Inspector advised that he had no comments and would review the construction drawings when they are made available.

The Manager of Regional Engineering Services with the Regional District of North Okanagan advised that the Regional District does not foresee any conditions necessary for solid waste management planning for the proposed development.

The City of Enderby Chief Financial Officer advised that the application would have no negative implications to the City of Enderby Financial Plan.

The City of Enderby Public Works Manager provided the following comments:

The following comment is provided from engineering regarding the above mentioned referral:

The existing water system cannot meet the fire flow of 90 L/s (as required in the Servicing Bylaw for Apartments and Townhouses) while maintaining minimum residual pressures as also outlined in the Bylaw. Velocities in the mains exceed normally accepted values when trying to achieve the 90 L/s fire flow. The current fire flow in the vicinity is 60 L/s (which does meet the Bylaw requirement for Single Family Residential). There are a couple of options to address this matter:

- *Improvements to the existing water distribution system; and/or*
- *Reducing required fire flows at the site, which would likely involve sprinklering.*

The existing sanitary sewer system can meet the likely servicing demands of the proposed higher density.

Given the above, I recommend that adoption of the OCP amendment/rezoning application be made subject to a covenant being placed on title requiring any new development which increases the density of the subject property to provide a report sealed by a qualified registered professional demonstrating that adequate fire flows are available to service the building prior to issuance of a building permit.

The Development Approvals Technician for the Ministry of Transportation and Infrastructure advised that preliminary approval has been granted for the rezoning application for one year, pursuant to Section 52(3)(a) of the *Transportation Act*, and that the Bylaw should be forwarded following Third Reading for endorsement.

No other comments were received in response to the referral.

PLANNING ANALYSIS:

Site Characteristics

The subject property has a lot area of 0.270 hectares, which makes it one of the larger residential lots in the area. This large lot area may allow for a more intensive apartment or multi-family residential use; the City's Zoning Bylaw requires that such developments have a minimum lot area of 0.19 hectares.

Surrounding Land Uses

As discussed above, the subject property is located in close proximity to a pocket of properties zoned Residential Apartment and Multi-Family (R.3), which are currently being used for intensive residential purposes (i.e. apartments, townhouses, strata developments); given this, a rezoning of the subject property to Residential Apartment and Multi-Family (R.3), which may result in redevelopment of the property to a more intensive residential use in the future, would be consistent with existing land uses in the near vicinity.

Impacts to Adjacent Property Owners

The City of Enderby Zoning Bylaw requires apartment and multi-family uses to have a minimum front yard setback area of 10 m (32.81 feet); the Zoning Bylaw defines a 'front yard' as follows:

The area of a lot bounded by the front lot line, each side lot line, and a line drawn parallel to and perpendicularly distant from the front lot line, such perpendicular distance (depth) to be as specified by the provisions of this Bylaw for the Zone in which the lot is located.

Given that the front lot line of the subject property is not perpendicular to the side lot lines, this will result in an angled front yard setback area as shown in the following photo:



Figure 3: Front Yard Setback Area

Furthermore, the City of Enderby Zoning Bylaw requires that apartments and multi-family developments have minimum side yard setback as follows:

- 3 m (9.842 feet) for four family dwellings and apartment and multi-family use for a wall without a window or with a window to a non-habitable room; or
- 8 m (26.25 feet) for apartment and multi-family use with a wall with a balcony or with a window to a habitable room.

Given the above front yard and side yard setback requirements, there will be a buildable portion of the lot which is outside of the front yard and side yard setback areas yet situated such that if an apartment or multi-family building were to be erected (which could have a maximum height of 12 m (39.37 feet) or three (3) storeys) it may negatively impact the views of the Valley and Enderby Cliffs for the neighbouring property to the west located at 178 Salmon Arm Drive; this area is depicted in blue in the following photo:



Figure 4: Buildable Area Which May Impact Views for Neighbouring Property to the West

If through the Public Hearing process the adjacent land owner to the west makes public representation regarding concerns of a potential redevelopment of 174 Salmon Arm Drive impacting their views and negatively affecting the use and enjoyment of their property, Council may wish to make adoption of the proposed OCP Amendment/Rezoning Application subject to the applicant registering a 'no-build covenant' on the title which restricts the construction of principal buildings for that portion of the lot where such construction may negatively impact the views of the neighbouring property to the west; this 'no-build' area would be defined as the portion of the lot lying north of the building footprint of the existing single family dwelling located on the property.

If Council should wish to address potential concerns from the neighbouring property by making adoption of the proposed OCP Amendment/Rezoning Application subject to the applicant registering a 'no-build covenant' on the title of the property, this covenant should be structured such that redevelopment of the property to the west (178 Salmon Arm Drive) would trigger the covenant to be discharged; this approach would protect the views of the neighbouring property to the west while still respecting the fact that if the neighbouring property were to be redeveloped, a potential 'no-build covenant' for the subject property should rightly be discharged as it would then be incumbent on the neighbouring property owner to situate the buildings associated with their development in order to best preserve their views. A suitable trigger for discharging a potential covenant would be the issuance of a Building Permit for the construction of a new principal dwelling on the property located at 178 Salmon Arm Drive.

Notwithstanding the above, it is not anticipated that the rezoning of the subject property and potential redevelopment to a more intensive residential use would have a negative impact on the use and enjoyment of the subject or neighbouring properties to the north, east, and south for the following reasons:

- There are already established intensive residential land uses in close proximity to the subject property;
- Given the vertical separation between the subject property and neighbouring properties to the south, it is not anticipated that a potential redevelopment of the site to a more intensive residential use, which could include taller buildings to a maximum height of 12 m or 3 storeys, would negatively impact the views of these neighbouring properties; and
- Given the siting of the neighbouring properties to the north and east, a potential redevelopment of the site to a more intensive residential use (which could include taller buildings to a maximum height of 12 m or 3 storeys) would not significantly interfere with these properties' views of the Valley and Enderby Cliffs.

Access/ Traffic Impacts

The subject property has approximately 40 m (131 feet) of frontage along Salmon Arm Drive which exceeds the Zoning Bylaw's minimum frontage requirement of 35 m (114.8 feet) for apartment and multi-family dwellings; this large frontage means that the subject property will have adequate opportunity to provide access to Salmon Arm Drive if the site were redeveloped. If the existing driveway access were to be relocated for a future redevelopment, it would need to be designed to accommodate the existing open-channel drainage ditch and the multi-use pathway located adjacent to the subject property; these items would be addressed at the Building Permit stage.

Furthermore, Salmon Arm Drive is a Municipal Minor Collector road (as identified within the City's OCP) and is intended to move larger volumes of traffic from local roads towards Highway 97A; given this, it is anticipated that Salmon Arm Drive has the capacity to accommodate the increased traffic flows associated with any potential redevelopment of the site to a more intensive residential use.

Density/Infill

This application could result in up to 21 dwelling units being developed on the site, and potentially more if the OCP's density bonusing provisions were to apply through the provision of seniors housing, affordable housing, special needs housing, etc.; this application is supported by a number of policies within the OCP related to higher densities, Smart Growth development, and infill/redevelopment.

Higher densities are a critical element of Smart Growth development and infill/redevelopment are a means of achieving higher densities; community benefits related to higher densities through infill/redevelopment include:

- i. More efficient use of land by increasing the ratio of improvement-to-land values;
- ii. Reducing pressures related to greenfield development and boundary expansion which in turn facilitates urban containment and rural protection;

- iii. Focusing future growth within developed areas of the community in order to maximize the value of existing infrastructure;
- iv. Adding residential capacity without infringing upon open space or other sensitive areas; and
- v. Providing affordable, attainable housing and additional rental housing options.

Items ii and iii are consistent with sound Asset Management Investment Planning principles and over time will help to reduce the community's infrastructure deficit.

It should also be noted that achieving higher densities within the community through infill/redevelopment satisfies a range of policies contained in the North Okanagan Regional Growth Strategy related to Urban Containment and Rural Protection, Economic Development, and Transportation and Infrastructure.

Furthermore, in 2013 the City of Enderby struck an Infill and Redevelopment Working Group in order to identify properties within the community that had a high potential for infill/redevelopment; the Working Group advanced a series of recommendations to Council related to infill and redevelopment which would ultimately inform updates to the OCP. One of these recommendations, which was endorsed by Council and included in the OCP as Policy 10.3.h, related to supporting a rezoning of the subject property from the Residential Single Family (R.1) zone to the Residential Single Family (R.1-A) zone; the purpose of supporting such a rezoning would be to enable a potential subdivision of the site as the Residential Single Family (R.1-A) zone has a lesser minimum lot area requirement as compared to the Residential Single Family (R.1) zone. Although Policy 10.3.h only considers rezoning the subject property to the Residential Single Family (R.1-A) zone and not the proposed Residential Apartment and Multi-Family (R.3) zone, Council has given policy direction to support more intensive residential uses of the subject property, albeit to a lesser degree.

Servicing

As mentioned above, the proposed OCP Amendment/Rezoning application was referred to the City's Public Works Manager for comment and the following response was received:

The following comment is provided from engineering regarding the above mentioned referral:

The existing water system cannot meet the fire flow of 90 L/s (as required in the Servicing Bylaw for Apartments and Townhouses) while maintaining minimum residual pressures as also outlined in the Bylaw. Velocities in the mains exceed normally accepted values when trying to achieve the 90 L/s fire flow. The current fire flow in the vicinity is 60 L/s (which does meet the Bylaw requirement for Single Family Residential). There are a couple of options to address this matter:

- *Improvements to the existing water distribution system; and/or*
- *Reducing required fire flows at the site, which would likely involve sprinklering.*

The existing sanitary sewer system can meet the likely servicing demands of the proposed higher density.

Given the above, I recommend that adoption of the OCP amendment/rezoning application be made subject to a covenant being placed on title requiring any new development which increases the density of the subject property to provide a report sealed by a qualified registered professional

demonstrating that adequate fire flows are available to service the building prior to issuance of a building permit.

As the subject property cannot meet the fire flows associated with the residential housing forms permitted within the Residential Apartment and Multi-Family (R.3) zone, pursuant to the recommendation of the City's Public Works Manager, it is recommended that Council make its adoption of the proposed OCP Amendment/Rezoning Application subject to the applicant registering a covenant on title requiring any new development which increases the density of the subject property to provide a report sealed by a qualified registered professional demonstrating that adequate fire flows are available to service the proposed building(s) prior to issuance of a building permit. The purpose of requiring such a covenant is to ensure that any prospective purchaser is aware that redevelopment of the subject property is dependent upon demonstrating adequate fire flows; if the application were to be approved without requiring such a covenant to be registered on title, a prospective purchaser may wrongly assume that the subject property meets all of the applicable servicing requirements given its zoning designation.

SUMMARY

This is an application to rezone the property located at 174 Salmon Arm Drive from the Residential Single Family (R.1) zone to the Residential Apartment and Multi-Family (R.3) zone and to change the Official Community Plan designation of the property from Residential Low Density to Residential Medium Density. The purpose of the rezoning application is to provide the property with a more flexible range of permitted residential housing forms in support of a potential redevelopment.

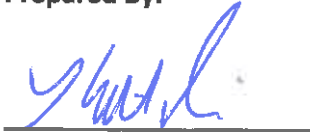
Upon consideration of input at the Public Hearing, it is recommended that Council approves the OCP Amendment/Rezoning application, subject to the applicant registering a covenant on title requiring any new development which increases the density of the subject property to provide a report sealed by a qualified registered professional demonstrating that adequate fire flows are available to service the proposed building(s) prior to issuance of a building permit, for the following reasons:

The City of Enderby Planning Assistant supports the subject application for the following reasons:

- Given the property's large lot area, it is a prime candidate for redevelopment to a more intensive residential use;
- A potential redevelopment of the property to a more intensive residential use is consistent with established land uses in the area;
- Given the vertical separation between the subject property and the neighbouring properties upslope to the south, and the existing siting of the neighbouring properties to the north and east, it is not anticipated that the redevelopment of the site would negatively impact the views of these neighbouring properties;
- The subject property has ample opportunity to provide access off of Salmon Arm Drive suitable for an apartment or multi-family development;
- Salmon Arm Drive has the capacity to accommodate the additional traffic demands associated with a potential redevelopment of the subject property to a more intensive residential use;
- Accommodating higher densities through infill/redevelopment is a critical element of Smart Growth and would result in a number of environmental, social and economic benefits to the community; and

- Policy 10.3.h of the Official Community Plan supports a more intensive residential use of the subject property, albeit to a lesser degree.

Prepared By:



Kurt Inglis

Assistant Corporate Officer and Planning Assistant

Reviewed By:



Tate Bengtson

Chief Administrative Officer

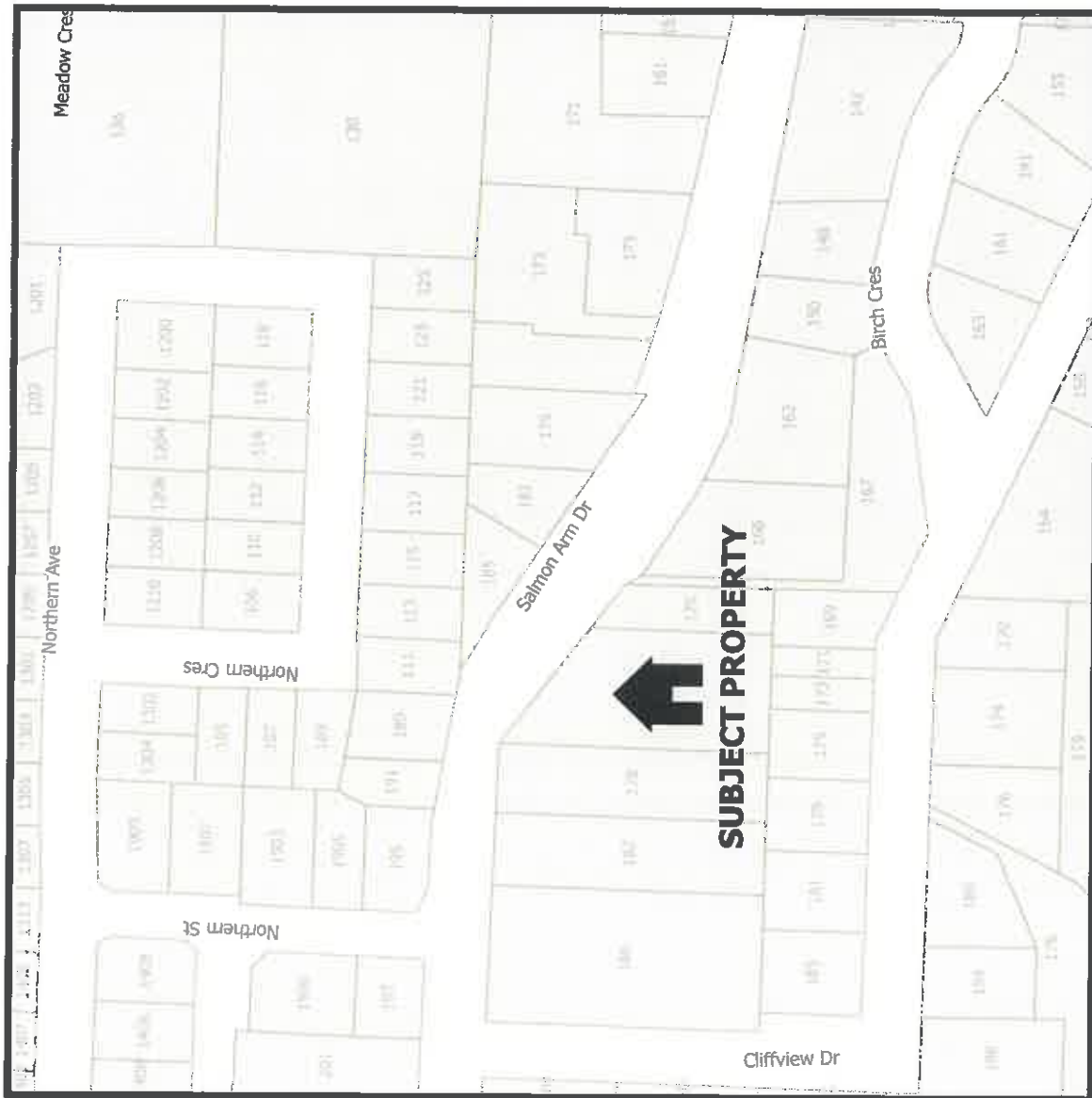


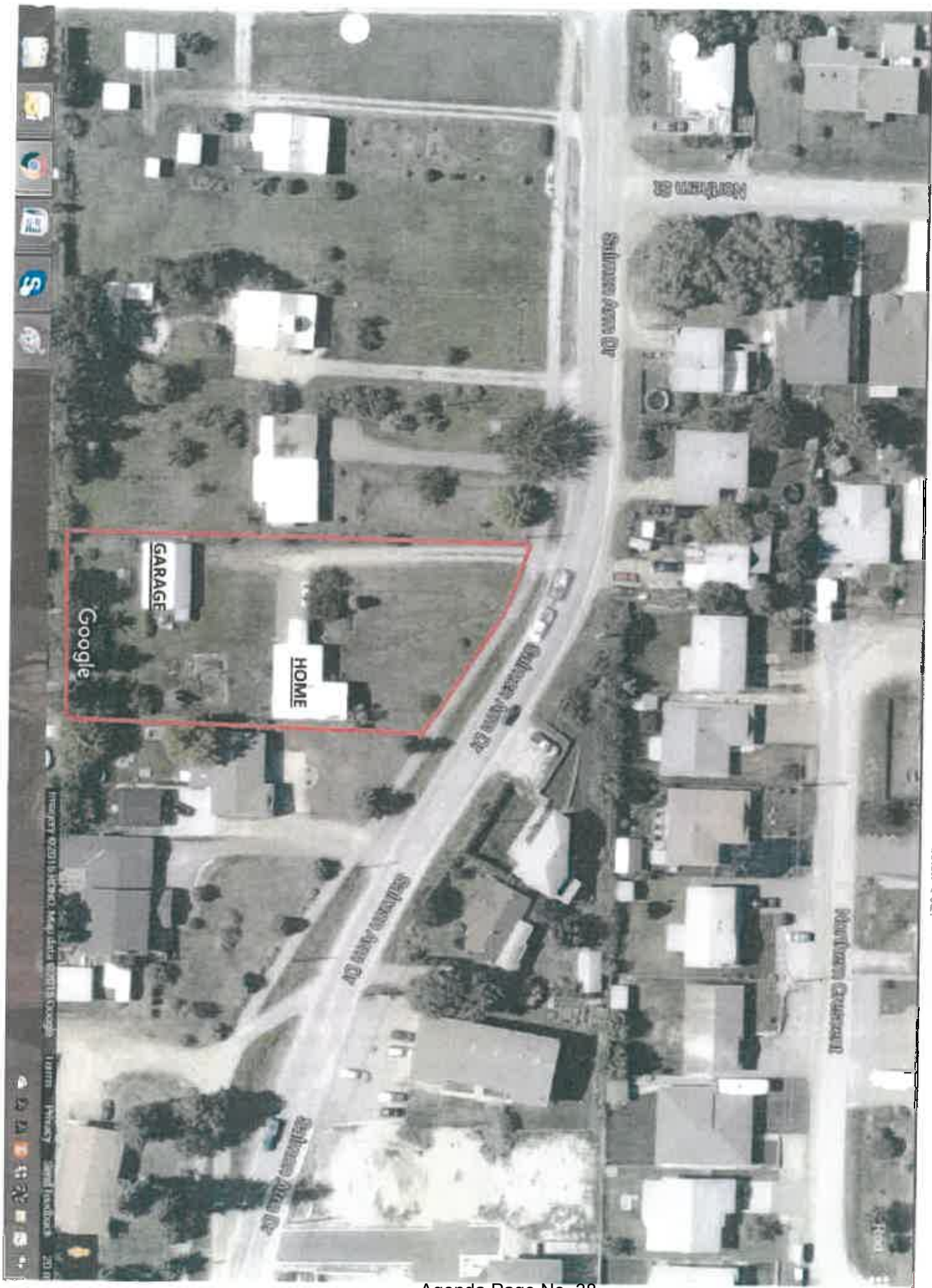
**Official Community Plan Amendment and
Zoning Amendment Application
Subject Property Map:**

0002-16-OR-END

PID: 005-409-225

**George Potrie and Debra Potrie c/o
Planning Protocol 2 Inc.**







The information in this report is provided for informational purposes only. It is not intended to be used for any other purpose. If the information has been altered or if the information is not current, the user should consult the BC Assessment records for the most current information. In any case of doubt, the user should consult the BC Assessment records for the most current information.

Any reason from the format in which it was originally received.

174 SALMON ARM DR ENDERBY V0E 1V1



Total Value \$296,000

Assessed as of July 1st, 2014

Land	\$171,000
Buildings	\$125,000
Total Value	\$296,000
Previous Year 2014	
Land	\$171,000
Buildings	\$125,000
Area-Jurisdiction-Roll	20-206-0444,150
Year Built	1981
Description	1 STY house - standard
Bedrooms	3
Baths	1
Carports	
Garages	0

Land Size	27570 Sq Ft
First Floor Area	1240
Second Floor Area	0
Basement Finish Area	
Stata Area	

MANUFACTURED HOME

Width:
Length:
Total Area:

Building Stories:
Gross Living Area:
Net Living Area:
No. of Apartment Units:

COMMENTS

LEGAL DESCRIPTION AND PROPERTY ID

Plan KAP1074B Section 27 Township 18 Range 9 Meridian W6 Land District 26 PT LOT 1 KAP1094 EXC (1) KAP13014 (2) PT LYING S OF KAP13014 & S OF A LINE ADJOINING THE SE CORNER OF LOT B KAP1702 AND THE SW CORNER OF LOT 1 KAP13014

PID: 005-409-228

THE CORPORATION OF THE CITY OF ENDERBY

BYLAW NO. 1592

A BYLAW TO AMEND THE CITY OF ENDERBY OFFICIAL COMMUNITY PLAN BYLAW NO.
1549, 2014 AND AMENDMENTS THERETO

WHEREAS Council of the City of Enderby has determined to make an amendment to "City of Enderby Official Community Plan Bylaw No. 1549, 2014";

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

1. This bylaw may be cited as the "City of Enderby Official Community Plan Bylaw Amendment Bylaw No. 1592, 2016".
2. The future land use designation of the property legally described as That Part of Lot 1 Shown on Plan B1074, Section 27, Township 18, Range 9, W6M, KDYD, Plan 1094 Except (1) Plan 13014, (2) Part Which Lies to the South of Plan 13014 and to the South of a Line Adjoining the South East Corner of Lot B Plan 1702 and the South West Corner of Lot 1 Plan 13014 is hereby changed from Residential Low Density to Residential Medium Density.

READ a FIRST time this 7th day of March, 2016.

READ a SECOND time this 7th day of March, 2016.

Advertised on the 16th day of March, 2016 and the 23rd day of March, 2016, and a Public Hearing held pursuant to the provisions of Section 464 of the Local Government Act on the day of , 2016.

READ a THIRD time this day of , 2016.

ADOPTED this day of , 2016.

MAYOR

CHIEF ADMINISTRATIVE OFFICER

THE CORPORATION OF THE CITY OF ENDERBY

BYLAW NO. 1593

A BYLAW TO AMEND THE CITY OF ENDERBY ZONING BYLAW NO. 1550, 2014 AND
AMENDMENTS THERETO

WHEREAS pursuant to Section 479 of the *Local Government Act*, Council of the City of Enderby may, by bylaw, divide the whole or part of the City of Enderby into zones, name each zone, establish boundaries for the zones and regulate uses within those zones;

AND WHEREAS Council has created zones, named each zone, established boundaries for those zones and regulated uses within those zones by Bylaw No. 1550, cited as "The Corporation of the City of Enderby Zoning Bylaw No. 1550, 2014";

WHEREAS Council of the City of Enderby has determined to make an amendment to "City of Enderby Zoning Bylaw No. 1550, 2014";

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

1. This bylaw may be cited as the "City of Enderby Zoning Bylaw Amendment Bylaw No. 1593, 2016".
2. The zoning of the property legally described as That Part of Lot 1 Shown on Plan B1074, Section 27, Township 18, Range 9, W6M, KDYD, Plan 1094 Except (1) Plan 13014, (2) Part Which Lies to the South of Plan 13014 and to the South of a Line Adjoining the South East Corner of Lot B Plan 1702 and the South West Corner of Lot 1 Plan 13014 is hereby changed from the Residential Single Family (R.1) zone to the Residential Apartment and Multi-Family (R.3) zone.

READ a FIRST time this 7th day of March, 2016.

READ a SECOND time this 7th day of March, 2016.

Advertised on the 16th day of March, 2016 and the 23rd day of March , 2016, and a Public Hearing held pursuant to the provisions of Section 464 of the Local Government Act on the day of , 2016.

READ a THIRD time this day of , 2016.

APPROVED pursuant to Section 52(3)(a) of the Transportation Act this day of , 2016.

Senior District Development Technician
Ministry of Transportation

ADOPTED this day of , 2016.

MAYOR

CHIEF ADMINISTRATIVE OFFICER

Agenda

THE CORPORATION OF THE CITY OF ENDERBY
MEMO

To: Tate Bengtson, CAO
From: Jennifer Bellamy, CFO
Date: April 13, 2016
Subject: 2016 Budget Bylaws

Recommendation:

THAT Council give first, second and third readings of the bylaw cited as "City of Enderby 2016-2020 Financial Plan Bylaw No. 1597, 2016"

THAT Council give first, second and third readings of the bylaw cited as "City of Enderby Sewer Frontage Tax Bylaw No. 1598, 2016"

THAT Council give first, second and third readings of the bylaw cited as "City of Enderby Water Frontage Tax Bylaw No. 1599, 2016"

THAT Council give first, second and third readings of the bylaw cited as "City of Enderby Fees and Charges Bylaw No. 1479, 2010 Amendment Bylaw No. 1600, 2016"

THAT Council give first, second and third readings of the bylaw cited as "City of Enderby Annual Tax Rate Bylaw No. 1601, 2016"

Background:

The attached budget bylaws are per the Financial Plan presented at the April 4, 2016 Committee of the Whole meeting and the Financial Plan included in the April 18, 2016 Public Input session.

Per Section 197 of the Community Charter, these bylaws must to be adopted by May 15, 2016.

Respectfully submitted.



Jennifer Bellamy
Chief Financial Officer

THE CORPORATION OF THE CITY OF ENDERBY

BYLAW NO. 1597

A BYLAW OF THE CITY OF ENDERBY RESPECTING THE 2016 – 2020 FINANCIAL
PLAN

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

1. This bylaw may be cited as “City of Enderby 2016 – 2020 Financial Plan Bylaw No.1597, 2016”.
2. Schedule “A” attached hereto and made part of the Bylaw is hereby declared to be the 2016 – 2020 Financial Plan of the City of Enderby.
3. Schedule “B” attached hereto and made part of this Bylaw is the Statement of Objectives and Policies for the City of Enderby that support the 2016 – 2020 Financial Plan.
4. Bylaw No. 1569, cited as “City of Enderby 2015 – 2019 Financial Plan Bylaw No. 1569, 2015”, is hereby repealed.

READ a FIRST time this _____ day of April, 2016.

READ a SECOND time this _____ day of April, 2016.

READ a THIRD time this _____ day of April, 2016.

RECONSIDERED and ADOPTED this _____ day of May, 2016.

MAYOR

CHIEF ADMINISTRATIVE OFFICER

SCHEDULE "A"

City of Enderby
Consolidated Statement of Operations
Five Year Financial Plan 2016-2020

	2016 Budget	2017 Budget	2018 Budget	2019 Budget	2020 Budget
REVENUES					
Municipal Taxation	1,346,277	1,369,028	1,404,769	1,359,992	1,391,961
Utility Taxes / Grants in Lieu	82,413	84,062	85,743	87,458	89,207
Sale of Services / Other Contributions	348,795	402,811	397,927	385,294	1,308,076
Revenue from own Sources	1,234,167	1,303,551	1,334,716	1,357,472	1,398,530
Grants	610,906	434,700	439,040	443,423	1,950,351
Sewer Revenue	712,122	710,725	722,546	734,591	729,861
Water Revenue	680,589	671,901	663,328	675,051	686,993
Total Revenues	5,015,269	4,976,778	5,048,069	5,043,281	7,554,979
EXPENSES					
General Government Services	761,744	722,715	737,169	751,913	766,951
Protective Services	221,680	205,713	209,828	214,024	218,305
Transportation Services	540,969	551,788	562,824	574,080	585,562
Environmental Health Services	99,116	101,098	103,120	105,182	107,286
Animal Control	28,327	28,893	29,471	30,061	30,662
Cemetery	49,251	50,236	51,241	52,266	53,311
Recreation & Cultural Services	73,366	74,833	76,330	77,857	79,414
Fortune Parks Recreational Services	837,333	854,078	871,160	888,583	906,355
Sewer Expenditures	537,683	528,035	538,596	549,368	560,355
Water Expenditures	520,916	499,001	508,981	519,160	529,544
Fiscal Services	152,882	113,282	100,943	100,943	94,349
Total Expenses	3,823,267	3,729,672	3,789,663	3,863,437	3,932,094
SURPLUS (DEFICIT) FOR THE YEAR	1,192,002	1,247,106	1,258,406	1,179,844	3,622,885
TOTAL CASH FROM OPERATIONS	1,192,002	1,247,106	1,258,406	1,179,844	3,622,885
ADJUST FOR CASH ITEMS					
Capital Asset expenditures	(3,677,752)	(759,150)	(1,975,638)	(1,274,159)	(3,029,172)
Debt Principle repayment	(145,681)	(109,565)	(101,823)	(101,823)	(91,414)
Debt Proceeds	467,000	-	1,448,000	-	167,600
Transfer From Reserves	2,551,558	279,898	272,351	1,129,250	472,331
Transfer to Reserves	(1,019,936)	(870,254)	(901,296)	(933,112)	(1,168,230)
Transfer From Operating Surplus	632,809	211,965	-	-	26,000
TOTAL CASH ADJUSTMENT	(1,192,002)	(1,247,106)	(1,258,406)	(1,179,844)	(3,622,885)
FINANCIAL PLAN BALANCE	-	-	-	-	-

CITY OF ENDERBY
2016-2020 Financial Plan

Statement of Objectives and Policies
Schedule 'B' of Bylaw No. 1597

In accordance with Section 165(3.1) of the *Community Charter*, the City of Enderby is required to include in the Five Year Financial Plan, objectives and policies regarding each of the following:

1. The proportion of total revenue that comes from each of the funding sources described in Section 165(7) of the *Community Charter*,
2. The distribution of property taxes among the property classes, and
3. The use of permissive tax exemptions.

Proportion of Total Revenue From Funding Sources

User fees and charges form the largest portion of planned revenue. These are services that can be measured and charged on a user-pay basis such as water and sewer usage, building permits, business licenses, and sale of services. User fees attempt to apportion the value of a service to those who use the service.

Property Taxation forms the second largest portion of revenue. It offers a stable and reliable source of revenue for services that are difficult or undesirable to fund on a user-pay basis such as fire protection, street maintenance, snow removal, and general administration.

Government Grants form the third largest proportion of planned revenue. These grants are for projects whereby the City of Enderby has received grant approval or is anticipating approval in 2016.

Policies

- The City of Enderby will review all user fee levels to ensure they are adequately meeting both the capital and delivery costs of the service.
- Where possible, the City of Enderby will endeavour to supplement revenues from grant funding, and user fees and charges, to lessen the burden on its residential property tax base.

Overview in Preparing the Budget

- The City of Enderby has increased the amount of revenue received from property taxes and user fees by 0.69%.
- User fees and charges have increased by 0.14% for sewer user fees and have decreased by 5.13% for water user fees.

Table 1: Sources of Funding

<i>Funding Source</i>	% of Total Revenue	Dollar Value
<i>Property taxes</i>	15.5 %	\$ 1,346,277
<i>User Fees and charges</i>	17.2 %	1,492,813
<i>Other sources</i>	54.9 %	4,749,640
<i>Proceeds from borrowing</i>	5.4 %	467,000
<i>Government grants</i>	7.0 %	610,906
<i>Total</i>	100.0 %	\$ 8,666,636

Distribution of Property Value Taxes

The residential property class provides the largest proportion of property tax revenue as the class also forms the largest portion of the assessment base.

Objectives

- To equitably distribute the tax burden amongst the property classes.
- To phase in a rate increase for the “utility” class to increase the rate to the maximum permitted by regulation.

Overview in Preparing the Budget

- Wherever possible revenues from user fees and charges were used to help offset the burden on the entire property tax base.
- Wherever possible the City of Enderby applied, and will continue to apply, for grant funding to help offset capital expenditures and infrastructure planning studies.
- To continue to maintain and encourage economic development initiatives designed to attract more retail and commercial businesses to invest in the community.

Table 2: Distribution of Property Tax Rates

Property Class	% Of Total Property Taxation	Dollar Value
Residential (1)	80.01	\$ 1,077,126
Utilities (2)	1.30	17,444
Light Industrial (5)	2.11	28,368
Business and Other (6)	16.53	222,546
Farmland (9)	0.06	793
Total	100.00	\$ 1,346,277

Permissive Tax Exemptions

- The City of Enderby adopted a permissive tax exemption policy in October 2008, which guides the administration and approval of permissive tax exemptions. Some of the eligibility criteria for permissive tax exemptions that are outlined in the policy include the following:
- The tax exemption must demonstrate a benefit to the community and residents of the City of Enderby by enhancing the quality of life (economically, socially and culturally) and delivering services economically within the community.
- The goals, policies and principles of the organization receiving the exemption must not be inconsistent or in conflict with those of the City of Enderby.
- Only Non-Profit Organizations who meet the requirements of Part 7, Division 7 – Permissive Exemptions of the *Community Charter* are eligible for grants.

Objective

In conjunction of the development of the Financial Plan, Council will continue to provide permissive tax exemptions to non-profit societies where the value of permissive tax exemptions granted would be approximately 5% of the annual municipal levy.

THE CORPORATION OF THE CITY OF ENDERBY

BYLAW NO.1598

A BYLAW TO IMPOSE A SEWER FRONTAGE TAX ON OWNERS OF LAND
PURSUANT TO THE PROVISIONS OF THE COMMUNITY CHARTER

WHEREAS the Council of the Corporation of the City of Enderby, is empowered by the Community Charter to impose and levy a frontage tax to meet the cost of works and services that benefit land within the Municipality;

AND WHEREAS certain costs have been incurred by the City in providing sewer services to land within its boundaries;

AND WHEREAS it is deemed desirable and expedient to impose and levy a frontage tax on land benefiting from such service to meet such costs;

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

1. This bylaw may be cited as "City of Enderby Sewer Frontage Tax Bylaw No. 1598, 2016".
2. In this bylaw, unless the context otherwise requires, "actual foot frontage" means the number of feet of a parcel of land which actually abuts on the work or highway;

"Assessor" means the Chief Financial Officer of the City of Enderby;

"Taxable foot frontage" means the actual foot frontage or, where applicable, the number of feet of a parcel of land deemed to abut on the work or highway, and in respect of which parcel the frontage tax is levied for the work or services;

"Total actual foot frontage" means the sum or the actual foot frontage of the parcels of land which actually abuts on the work or highways;

3. A tax shall be and is hereby imposed upon the owners of land or real property that is capable of being serviced with sewer by the Corporation whether or not such land or real property is connected to the said service or services; the aforesaid tax to be hereinafter referred to as the "frontage tax".
4.
 - a) The Frontage Tax shall be levied in each year on each parcel of
land aforementioned and the amount thereof, except as otherwise provided in the bylaw, will be the product of the taxable foot frontage and the annual rate.
 - b) The annual rate shall be \$2.39 per taxable foot frontage.
5. The frontage tax shall be in force and be effective until the complete discharge and satisfaction by the Corporation of all obligations presently incurred, and to be incurred, in respect of the aforesaid service.
6. For the purpose of the bylaw, a regularly shaped parcel of land is rectangular.
7.
 - a) To place the frontage tax on a fair and equitable basis, the taxable foot frontage of the following parcels of land shall be the number of feet fixed by the Assessor:
 - i. a triangular or irregularly shaped parcel of land; or

- ii. a parcel of land wholly or in part unfit for building purposes;
or
 - ii. a parcel of lane which does not abut on the work, but is nevertheless deemed to abut the work, as the case may be.
 - b) The Assessor, in fixing the taxable foot frontage under subsection (2), shall have due regard to:
 - i. the condition, situation, value and superficial area of the parcel as compared with other parcels of land; or
 - ii. the benefit derived from the sewer.
8. For the purpose of this bylaw:
- a) Whereas the number of feet of a parcel of land which abuts a sewer main, has less than 50 feet frontage, the taxable foot frontages shall be deemed to be a minimum of 50 feet, and where such parcel has more than 100 feet of frontage, the taxable foot of frontage shall be deemed to be 100 feet.
 - b) Where the parcel of land is situated at the junction or intersection of highways, the taxable foot frontage shall be 70 percent of the actual foot frontage or alternately shall be not more than the stated maximum number of feet.
 - c) Where the front and rear boundaries of a parcel of land each abut on a highway, other than a lane, which for the purpose of this bylaw is defined as a highway having a width of 20 feet or less, the taxable foot frontage or alternately shall be not more than the stated maximum number of feet.
9. The provisions of Section 8 of the bylaw shall be subject to the provisions of Section 7 thereof.
10. The aforesaid taxes shall be considered to have been imposed on and from the 1st day of January 2016, and shall be due and payable at the office of the Collector of Taxes of the City of Enderby at the City Hall, Enderby, B. C., at the same time and in the same manner as the applicable property taxes.
11. Bylaw No. 1570, cited as City of Enderby Sewer Frontage Tax Bylaw No. 1570, 2015", is hereby repealed.

READ a FIRST time this ____ day of April, 2016.

READ a SECOND time this ____ day of April, 2016.

READ a THIRD time this ____ day of April, 2016.

RECONSIDERED and ADOPTED this ____ day of May, 2016.

MAYOR

CHIEF ADMINISTRATIVE OFFICER

THE CORPORATION OF THE CITY OF ENDERBY

BYLAW NO. 1599

A BYLAW TO IMPOSE A WATER FRONTAGE TAX ON OWNERS OF LAND
PURSUANT TO THE PROVISIONS OF THE COMMUNITY CHARTER

WHEREAS the Council of the Corporation of the City of Enderby, is empowered by the Community Charter to impose and levy a frontage tax to meet the cost of works and services that benefit land within the Municipality;

AND WHEREAS certain costs have been incurred by the City in providing water services to land within its boundaries;

AND WHEREAS it is deemed desirable and expedient to impose and levy a frontage tax on land benefiting from such service to meet such costs;

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

1. This bylaw may be cited as "City of Enderby Water Frontage Tax Bylaw No. 1599, 2016".
2. In this bylaw, unless the context otherwise required, "actual foot frontage" means the number of feet of a parcel of land which actually abuts on the work or highway;

"Assessor" means the Chief Financial Officer of the City of Enderby;

"Taxable foot frontage" means the actual foot frontage or, where applicable, the number of feet of a parcel of land deemed to abut on the highway, and in respect of which parcel the frontage tax is levied for the work or services;

"Total actual foot frontage" means the sum of the actual foot frontage of the parcels of land which actually abut on the work or highways;

3. A tax shall be and is hereby imposed upon the owners of land or real property that is capable of being serviced with water by the Corporation whether or not such land or real property is connected to the said service or services; the aforesaid tax to be hereinafter referred to as the "frontage tax".
4.
 - a) The Frontage Tax shall be levied in each year on each parcel of land aforementioned and the amount thereof, except as otherwise provided in the bylaw, will be the product of the taxable foot frontage and the annual rate.
 - b) The annual rate shall be \$2.53 per taxable foot frontage.
5. The frontage tax shall be in force and be effective until the complete discharge and satisfaction by the City of all obligations presently incurred, and to be incurred, in respect of the aforesaid service.
6. For the purpose of this bylaw, a regularly shaped parcel of land is rectangular.
7.
 - a) To place the frontage tax on a fair and equitable basis, the taxable foot frontage of the following parcels of land shall be the number of feet fixed by the Assessor:
 - i. a triangular or irregularly shaped parcel of land; or

- ii. a parcel of land wholly or in part unfit for building purposes; or
 - iii. a parcel of land which does not abut on the work, but is nevertheless deemed to abut the work, as the case may be.
 - b) The Assessor, in fixing the taxable foot frontage under subsection (2), shall have due regard to:
 - i. the condition, situation, value and superficial area of the parcel as compared with other parcels of land; or
 - ii. the benefit derived from the water.
8. For the purpose of this bylaw:
- a) Where the number of feet of a parcel of has less than 50 feet frontage, the taxable foot frontage shall be deemed to be a minimum of 50 feet, and where such parcel has more than 100 feet of frontage, the taxable foot frontage shall be deemed to be 100 feet.
 - b) Where the parcel of land is situated at the junction or intersection of highways, the taxable foot frontage shall be 70 percent of the actual foot frontage or alternately shall be not more than the stated maximum number of feet.
 - c) Where the front and rear boundaries of a parcel of land each abut on a highway, other than a lane, which for the purpose of this bylaw is defined as a highway having a width of 20 feet or less, the taxable foot frontage shall be not more than the stated maximum number of feet.
9. The provisions of Section 8 of the bylaw shall be subject to the provisions of Section 7 thereof.
10. The aforesaid taxes shall be considered to have been imposed on and from the 1st day of January 2016, and shall be due and payable at the office of the Collector of Taxes of the City of Enderby at the City Hall, Enderby, B.C., at the same time and in the same manner as the applicable property taxes.
11. Bylaw No. 1571, cited as City of Enderby Water Frontage Tax Bylaw No. 1571, 2015", is hereby repealed.

READ a FIRST time this ____ day of April, 2016.

READ a SECOND time this ____ day of April, 2016.

READ a THIRD time this ____ day of April, 2016.

RECONSIDERED and ADOPTED this ____ day of May, 2016.

MAYOR

CHIEF ADMINISTRATIVE OFFICER

THE CORPORATION OF THE CITY OF ENDERBY

BYLAW NO. 1600

A BYLAW TO AMEND FEES AND CHARGES BYLAW NO. 1479, 2010

WHEREAS Council of the City of Enderby has adopted "The City of Enderby Fees and Charges Bylaw No. 1479, 2010";

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

1. This bylaw may be cited as the "The City of Enderby Fees and Charges Bylaw No. 1479, 2010 Amendment Bylaw No. 1600, 2016".
2. Schedules "3", "4" and "9" of the "City of Enderby Fees and Charges Bylaw No. 1479, 2010" are deleted and Schedules "3", "4" and "9" attached to and forming part of this bylaw are substituted therefore.

READ a FIRST time this ____ day of April, 2016.

READ a SECOND time this ____ day of April, 2016.

READ a THIRD time this ____ day of April, 2016.

ADOPTED this ____ day of May, 2016.

MAYOR

CHIEF ADMINISTRATIVE OFFICER

SCHEDULE 3

SEWER USER FEES

Administered through the Sanitary Sewer Regulation Bylaw

<u>DESCRIPTION</u>	<u>PER</u>	<u>MINIMUM CHARGE</u>
APARTMENT	Unit	260.51
BAKERY	Unit	433.09
BARBER	Chair	148.40
BEAUTY	Chair	148.40
BODY SHOP	Unit	519.91
BED & BREAKFAST	Unit	163.59
BUTCHER SHOP	Unit	381.96
CAMPGROUND - TENT SPACE	Unit	42.51
CAMPGROUND - RV HOOKUP	Unit	86.17
CAMPGROUND - SANI DUMP	Unit	357.40
CARWASH (RECYCLABLE)	Stall	464.93
CARWASH (NON-RECYCLABLE)	Stall	796.44
CHURCH	Unit	260.51
CURLING RINK	Unit	1,267.91
DAYCARE	Unit	379.75
DENTAL OFFICE	Unit	332.64
DUPLEX /TRI-PLEX	Unit	294.74
GARAGE	Unit	450.82
HEALTH/FITNESS	Unit	243.13
HOSPITAL	Bed	173.94
HOTEL/MOTEL	Unit	163.83
HOTEL/MOTEL WITH POOL (FILTERED)	Unit	129.84
HOTEL/MOTEL WITH POOL (UNFILTERED)	Unit	260.51
INDUSTRY (1-5 PEOPLE)	Unit	281.16
INDUSTRY (EACH ADDITIONAL PERSON)	Person	27.44
LAUNDROMAT	Washer	163.83
LODGING/BOARDING HOUSE	Unit	201.72
MEDICAL CLINIC	Unit	357.40
MILL	Unit	409.64
OFFICE (0-2000 SQUARE FEET)	Unit	115.73
OFFICE (EACH ADDITIONAL 1000 SQUARE FEET)	1000 sq ft	14.45
POOL	Unit	2,183.40
PUBLIC HALLS	Unit	229.17
RECREATION HALL	Unit	190.31
RESTAURANT (1-10 SEATS)	Unit	236.34
RESTAURANT (EACH ADDITIONAL SEAT)	Seat	14.45
SCHOOL	Class	191.43
SINGLE FAMILY DWELLING	Unit	271.06
SINGLE FAMILY DWELLING WITH SECONDARY SUITE	Unit	379.48
SKATING RINK	Unit	2,183.40
STORE (0-1000 SQUARE FEET)	Unit	148.40
STORE (EACH ADDITIONAL 1000 SQUARE FEET)	1000 sq ft	46.04
STRATA/CONDO	Unit	260.51

Charges will be allocated amongst the number of billing periods in the year.

Where payment is not made on or before the due date established by the Chief Financial Officer for each billing period there shall be payable a penalty of three (3%) percent on the total balance outstanding.

SERVICE CONNECTIONS

- | | | |
|----|--|---|
| a) | 100mm = dia. Sanitary Service | At actual cost with minimum \$750.00 charge |
| b) | Greater than 100mm dia. Sanitary Service
or any connection requiring asphalt or rock
removal | At Cost |
| c) | Robinson-Vetter on the Knoll sub-division | Actual Fee \$750.00 |

**SCHEDULE 4
WATER FEES
Administered through the Water and Sprinkling Bylaw**

USER FEES

Metered Rates

	<u>Flat Rate / Period</u>	<u>Consumption Rate / Period</u>
A. Single Family Residential		
Jan-Apr / Sep-Dec	\$ 71.50	\$ 0.50 / m³ over 40 m³ to 55 m³ \$ 1.30 / m³ over 55 m³ to 250* m³
May - Aug	\$ 71.50	\$ 0.50 / m³ over 85 m³ to 105 m³ \$ 1.30 / m³ over 105 m³ to 500* m³
B. Single Family Residential with Legalized Suite		
Jan-Apr / Sep-Dec	\$ 101.85	\$ 0.50 / m³ over 65 m³ to 80 m³ \$ 1.30 / m³ over 80 m³ to 337* m³
May - Aug	\$ 101.85	\$ 0.50 / m³ over 105 m³ to 125 m³ \$ 1.30 / m³ over 125 m³ to 675* m³
C. Strata Residential		
Jan-Apr / Sep-Dec	\$ 56.35	\$ 0.50 / m³ over 30 m³ to 40 m³ \$ 1.30 / m³ over 40 m³ to 205* m³
May - Aug	\$ 56.35	\$ 0.50 / m³ over 70 m³ to 80 m³ \$ 1.30 / m³ over 80 m³ to 410* m³
Irrigation:		
Metered		\$ 1.30 / m³
Non-metered		\$ 1.30 / m³ based on estimated volume
D. Multi Family Residential		
Jan-Apr / Sep-Dec	\$ 56.35	\$ 0.50 / m³ over 30 m³ to 40 m³ \$ 1.30 / m³ over 40 m³ to 205* m³
May - Aug	\$ 56.35	\$ 0.50 / m³ over 70 m³ to 80 m³ \$ 1.30 / m³ over 80 m³ to 410* m³
E. Business / Industrial	\$ 32.95	\$ 1.30 / m³ over 24 m³ to 60 m³ \$ 0.50 / m³ over 60 m³
F. Business / Industrial with Residential	\$ 49.25	\$ 1.30 / m³ over 35 m³ to 60 m³ \$ 0.50 / m³ over 60 m³
G. Institutional / Civic	\$ 32.95	\$ 1.30 / m³ over 24 m³ to 60 m³ \$ 0.50 / m³ over 60 m³
Irrigation on separate meter		\$ 0.50 / m³
H. Agricultural**		
Properties with single family residential		
Jan-Apr / Sep-Dec	\$ 78.00	\$ 0.50 / m³ over 45 m³
May - Aug	\$ 78.00	\$ 0.50 / m³ over 90 m³
Land only		
Jan-Apr / Sep-Dec		\$ 0.50 / m³
May - Aug		\$ 0.50 / m³ Irrigation

* Amount to increase by 25 m³ in the Jan - Apr and Sep - Dec periods and by 50 m³ in the May - Aug period each year.

**Agricultural rates are only applicable to properties classified as a "Farm" property by BC Assessment and are located within the City limits.

Non-Metered Rates

- Where metering is not possible, consumption is based on the average usage for the same property class.
- Where metering is possible, but refused, the user fee per period will be based on the maximum chargeable consumption for the corresponding period in addition to the flat rate.
- For properties located out of town, an out of town parcel tax will apply. The parcel tax will be equivalent to the annual frontage tax rate charged consistent with the City of Enderby Water Frontage Tax Bylaw. Each out of town property is deemed to have 100 feet of taxable frontage.

For 2016 the following user fee rebate will be provided for residential properties:

- Single Family Residential\$ 27.63
- Single Family Residential with Legalized Suite.....\$ 38.38
- Strata Residential\$ 22.26
- Multi Family Residential.....\$ 22.26

Late Penalty

Where payment is not made on or before the due date established by the Chief Financial Officer for each billing period there shall be payable a penalty of three (3%) percent on the total balance outstanding.

MISC. CHARGES

Connection Charge

Size	Replace Existing Connection	New Connection
19mm	At cost with minimum \$275 charge	At cost with minimum \$275 charge
Robinson-Vetter Subdivision on Knoll	N/A	Actual \$275 charge
25mm	At cost with minimum \$300 charge	At cost with minimum \$300 charge
32mm and larger	At cost with minimum \$900 charge	At cost with minimum \$900 charge

Meter Installation

At cost with deposit of \$900.00

Failure or Refusal to Have a Water Meter Installed

\$750 over and above the cost of the water meter for the installation of the chamber plus any additional costs that pertain to installing the water meter outside the building.

Meter Reading Request

Per request \$25.00.

Hydrant Use

Water Usage	
Application fee.....	\$50.00
Fee per day or part thereof*	\$50.00
Water Wrench Deposit.....	\$35.00

* Daily hydrant use fee shall not apply to a contractor retained by the City for City business.

Supply of Water to Vendors for Resale

Annual charge	\$1,000.00
Volume charge per 4,500 litre	\$2.20

Turn-On Turn-Off

Turn-Off for discontinuance of service	\$50.00
Turn-Off for temporary repairs	\$50.00
Turn-On	\$25.00

Note: No credit or rebate of charges paid or payable for the current calendar year will be granted following the cessation of service.

SCHEDULE 9

GARBAGE COLLECTION

The following rates shall be paid for the garbage collection and disposal and processing under the terms of this bylaw:

Garbage Collection:

- a) Garbage Collection: \$93.40 per residential premise per annum
- b) "Residential Garbage Collection" sticker: \$1.50 per sticker

Charges will be allocated amongst the number of billing periods in the year.

Where payment is not made on or before the due date established by the Chief Financial Officer for each billing period there shall be payable a penalty of three (3%) percent on the total balance outstanding.

THE CORPORATION OF THE CITY OF ENDERBY

BYLAW NO. 1601

BEING A BYLAW FOR THE LEVYING OF RATES FOR MUNICIPAL, REGIONAL HOSPITAL
DISTRICT, REGIONAL LIBRARY, AND
REGIONAL DISTRICT PURPOSES FOR THE YEAR 2016

The Council of the City of Enderby, in the Province of British Columbia, in open meeting assembled, enacts as follows:

1. This bylaw may be cited as "City of Enderby Annual Tax Rate Bylaw No. 1601, 2016".
2. The following rates are hereby imposed and levied for the year 2016:
 - (a) For all lawful and general purposes of the municipality on the value of land and improvements taxable for General Municipal purposes, rates appearing in Schedule "A" attached hereto and forming part of the bylaw.
 - (b) For hospital purposes on the value of land and improvements taxable for Regional Hospital District purposes, rates appearing in Schedule "A" attached hereto and forming part of this bylaw.
 - (c) For library purposes on the value of land and improvements taxable for Regional Library purposes, rates appearing in Schedule "A" attached hereto and forming part of this bylaw.
 - (d) For regional district purposes on the value of land and improvements taxable for Regional District purposes, rates appearing in Schedule "A " attached hereto and forming part of this bylaw.
3. The minimum amount of taxation upon a parcel or real property shall be One Dollar (\$1.00).
4. Bylaw No. 1573, cited as "City of Enderby Annual Tax Rate Bylaw No. 1573, 2015, is hereby repealed.

READ a FIRST time this ____ day of April, 2016.

READ a SECOND time this ____ day of April, 2016.

READ a THIRD time this ____ day of April, 2016.

RECONSIDERED and ADOPTED this ____ day of May, 2016.

MAYOR

CHIEF ADMINISTRATIVE OFFICER

Property Class	General Municipal	North Okanagan/ Columbia Shuswap Regional District Hospital	Regional Library	Regional District
1 Residential	3.7392	0.2820	0.2613	0.8504
2 Utility	40.0000	0.9869	1.5679	2.9763
5 Light Industry	8.8336	0.9587	0.8885	2.8912
6 Business	6.9176	0.6908	0.6402	2.0834
8 Recreation	-	0.2820	0.2613	0.8504
9 Farm	3.1467	0.2820	0.2613	0.8504



3063 Royal Canadian Army Cadet Corps Parent Association

Leanne Irwin
Secretary
3063 Royal Canadian Army Cadet Corps
Parent Association
P.O. Box 132, 206 George Street
Enderby, BC V0E 1V0
250-549-6053
enderbyarmycadets@outlook.com

April 11, 2016

Enderby City Mayor and Councillors
Greg McCune
619 Cliff Ave
Enderby, BC V0E 1V1

Dear Greg,

I am writing today to request the use of the City Hall Parking lot for a Bottle Drive Fundraiser, Saturday May 21, 2016, from 8:00 am until 5:00 pm.

The Parent Association would like to use the parking lot as a drop off location for pop bottles. All the proceeds from our fundraiser will go towards a year end zip lining activity, this upcoming June, in Oyama.

Sincerely,

Agenda

THE CORPORATION OF THE CITY OF ENDERBY

MEMO

To: Tate Bengtson, Chief Administrative Officer

From: Kurt Inglis, Assistant Corporate Officer and Planning Assistant

Date: April 12, 2016

Subject: Enderby Arts Festival - Temporary Road Closure

RECOMMENDATION

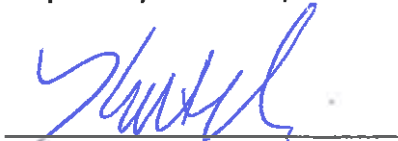
THAT Council receives the Enderby & District Arts Council's Temporary Road Closure application for information.

BACKGROUND

The Enderby & District Arts Council has submitted a Temporary Road Closure application (attached) for the Enderby Arts Festival scheduled for July 23, 2016.

As this is not a first-time event and all requirements for a road closure have been met consistent with the *Temporary Road Closures for Community Events* policy, Staff have approved the application. As the Enderby & District Arts Council's insurance is not due for renewal until June 2016, a certificate of insurance will be provided at that time; the City is a named insured on the Arts Council's current insurance policy.

Respectfully Submitted,



Kurt Inglis
Assistant Corporate Officer and Planning Assistant

Schedule A
Application for a Temporary Road Closure for a Community Event

Is this a first-time or relocated event?

Yes

No

Name of Sponsoring Organization ENDERBY + DISTRICT ARTS COUNCIL

Name of Contact Person NEIL FIDLER

Telephone or Email 250 838 0577 Infidler@shaw.ca

Name of Event ENDERBY ARTS FESTIVAL

Date(s) of Closure JULY 23 2016

Start time for Closure 6 AM End time for Closure 6 PM

Location of Closure CLIFF AVE GEORGE ST to CLOVELDON RD.
BELVEDERE CLIFF to MILL

Required Attachments

- ☒ Map showing closure and emergency access route
- ☐ Petition of affected business owners (if applicable)
- ☒ Certificate of insurance (if applicable)

Indemnity: The applicant agrees to indemnify and save harmless the City of Enderby from and against any and all claims, including but not limited to harm, damage, injury, or loss to body or property caused by, arising from, or connected with any act or omission of the applicant or any agent, employee, customer licensee or invitee of the applicant, and against and from all liabilities, expense costs and legal or other fees incurred in respect of any such claims or any actions or proceedings brought thereon arising directly or indirectly from or in connection with the property, facilities, or services of the City. The applicant will be required to obtain and keep in force throughout the period of use insurance in a form specified by the City of Enderby unless waived in writing.

Authorized Signatory

[Signature]

Date

March 5 / 16

Do Not Complete - For Administrative Purposes			
Approved by	<u>[Signature]</u>	Date	<u>March 31 2016</u>
Certificate of Insurance	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	N/A	→ To be provided in June
Map	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	N/A	
Petition of Affected Business Owners	Yes <input type="checkbox"/> No <input type="checkbox"/>	<u>N/A</u>	

Policy Title	Temporary Road Closures for Community Events
--------------	--

Adopted: August 13, 2012	<u>Authorized By:</u> Mayor and Council Regular Meeting of August 13, 2012	Replaces: Not applicable
---------------------------------	---	---------------------------------

PURPOSE:

The City will consider approving the temporary closure of municipal roads for a community event.

POLICY:

Temporary road closures will only be considered for community events which are sponsored by a recognized organization.

The Chief Administrative Officer or designate is granted the authority to approve a Temporary Road Closure Permit on behalf of Council, subject to the applicant meeting all the requirements of this policy. First time events must be approved by City Council.

A completed Schedule A, "Application for Temporary Road Closure," shall be submitted to City Hall at least 21 days prior to the closure. The application must include a map of the proposed road closure and emergency access through the closure. Applications for first-time or relocated events requiring Council approval must be submitted two months prior to the closure.

The organizer shall notify and consult with business owners within a one-block radius of the proposed road closure and residents adjacent to the proposed road closure. The organizer agrees to take reasonable steps to mitigate disruption for affected business owners and residents. Failure to adequately notify and consult affected businesses and residents may result in revocation of permit or refusal of future applications. Unless exempted by Council, all first-time or relocated event applications must include a petition signed by a majority of affected business owners agreeing to the proposed event.

The applicant for a Temporary Road Closure must submit proof of public liability and property damage insurance in a form acceptable to the City. The applicant may request that insurance requirements be waived based on the risk profile of the event. Such waiver does not affect any other responsibility of the applicant to obtain insurance.

The applicant shall be responsible for all traffic management, including the provision, set up, and removal of signs and barricades on the same day as the road closure.

The applicant shall be responsible for ensuring that all food service establishments, including but not limited to mobile vending units, food services at temporary events, and sellers of home-prepared foods, shall have the appropriate authorization or permit from Interior Health.

The applicant shall be responsible for emptying municipal garbage receptacles and cleaning up litter from the road closure area on the same day as the closure.

As a condition of permit, the City of Enderby will not be liable or otherwise responsible for any scheduling conflict, revocation, refusal, maintenance closure or other damage or harm related to the issuance of this permit.

2016 ARTS FESTIVAL STREET CLOSURE

Details subject to change
Pending results of street upgrade.

