

REGULAR MEETING OF COUNCIL

AGENDA

DATE: Monday, June 20, 2016
TIME: 4:30 p.m.
LOCATION: Council Chambers, Enderby City Hall

1. APPROVAL OF AGENDA

2. ADOPTION OF MINUTES

[Regular Meeting Minutes of June 6, 2016](#) pg 3-5

3. PUBLIC AND STATUTORY HEARINGS

4. PETITIONS AND DELEGATIONS

[Kirstie Blanleil – Okanagan Boys and Girls Clubs](#) pg 6
Re: After School Programs in Enderby

5. BUSINESS ARISING FROM THE MINUTES AND/OR UNFINISHED BUSINESS

[Okanagan Boys and Girls Club – Request for Funding](#) pg 7-9

6. DEVELOPMENT MATTERS

[0011-16-DVP-END](#) pg 10-18
Lot 15, DL 336, K(formerly O)DYD, Plan 12866 – 105 Riverdale Drive
Applicant: Patrick Woodford

[001-16-TUP-END](#) pg 19-41
Lot 3, Block 11, DL 150, K(formerly O)DYD, Plan 211A – 506 Cliff Avenue
Applicant: Jennifer and Edward Koochin

[0001-16-OR-END](#) pg 42-55
Lot 1, Sec 26, Twp 18, Range 9, W6M, KDYD, Plan 12549 – 141 Salmon Arm Drive
Applicant: Robert Toews

[Unconstructed Road Right of Way Access Area Permit – 16 and 24 Purnell Dr](#) – pg 56-63
Memo from Assistant Corporate Officer and Planning Assistant dated June 16, 2016

7. BYLAWS

8. REPORTS

Mayor and Council

[Building Permit Detail Report – May, 2016](#) pg 64-65

9. NEW BUSINESS

a. [Royal Canadian Legion – Road Closure Application](#) pg 66-70

b. [Chamber of Commerce – Road Closure Application](#) pg 71-76

c. [Water Sustainability Act](#) – Correspondence from Ministry of Environment dated June 9, 2016 pg 77-82

d. [Terms of Reference for Illegal Dumping Reporting Program](#) – Memo from Assistant Corporate Officer and Planning Assistant dated June 15, 2016 pg 83-89

e. [Municipal Security Issuing Resolutions – 2016 Fall Borrowing](#) – Memo from Chief Financial Officer dated June 16, 2016 pg 90

10. PUBLIC QUESTION PERIOD

11. CLOSED MEETING RESOLUTION

Closed to the public, pursuant to Section 90 (1) (b), (f), (g), (i) and (k) of the *Community Charter*

12. ADJOURNMENT

THE CORPORATION OF THE CITY OF ENDERBY

Minutes of a **Regular Meeting** of Council held on Monday, June 6, 2016 at 4:35 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

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 Baird that the agenda be approved as circulated.

Carried

ADOPTION OF MINUTES

Regular Meeting Minutes of May 16, 2016

Moved by Councillor Baird, seconded by Councillor Case that the minutes of the regular meeting of May 16, 2016 be adopted as circulated.

Carried

REPORTS

Chief Administrative Officer

Have received approval from the Province for in-stream works for Belvedere hand launch. Will now be able to go to tender. Hope to start the work in mid-September when low river levels occur.

Councillor Baird

Sicamous is willing to support us on twinning option for Hwy 97A.

Councillor Case

Funtastic may be 1 team short.

Mayor McCune

- While in Abbotsford at a ball game, an old fashioned water sprinkler was placed on a roof to cool people off.
- Elderly are struggling to get to a doctor. Discussions with Transit. We might consider adding a bus driver to SIDIT application for funding in addition to food bank administrative funding. Staff will discuss with Interior Health other pre-existing transport services for which incremental improvements might help residents.
- Grad is this Friday at the school.

2015 Annual Report

Mayor McCune advised the gallery that the meeting was now opened to provide an opportunity for comments from the public respecting the 2015 Annual Report. No comments were received. Mayor McCune closed the public meeting.

Moved by Councillor Case, seconded by Councillor Baird that the 2015 Annual Report be received and filed.

Carried

2015 Drinking Water Annual Report

Moved by Councillor Baird, seconded by Councillor Knust that the 2015 Drinking Water Annual Report be received and filed.

Carried

NEW BUSINESS

Vadim Software Upgrade – Memo from Chief Financial Officer dated May 17, 2016

The Chief Financial Officer provided a brief report on the challenges of the aging software and the benefits of purchasing the upgrade now.

Moved by Councillor Baird, seconded by Councillor Davyduke that Council authorize staff to purchase the Vadim software upgrade in the amount of \$15,200;

AND THAT Council approve funding the expenditure through computer reserves.

Carried

RDNO Air Quality Service Establishment – Memo from Chief Administrative Officer dated May 23, 2016

Moved by Councillor Case, seconded by Councillor Baird that Council respond to the Regional District of North Okanagan indicating that it does not wish to participate in a re-established Air Quality Service; and

THAT Council continue to support its existing air quality initiatives; and

THAT Council direct Staff to report back with dust control measures currently performed by the Ministry of Transportation and Infrastructure on Highway 97A through or near to Enderby; and

FURTHER THAT Council direct Staff to review “Part V – Nuisance Smoke/Open Air Burning” of the City of Enderby Good Neighbour Bylaw No. 1517, 2013 for consistency and best practices after the Ministry of Environment adopts revision to its Open Burning Smoke Control Regulation.
Carried

Purchasing Policy Update – Memo from Chief Financial Officer dated May 31, 2016

Moved by Councillor Case, seconded by Councillor Davyduke that Council approves the proposed Purchasing Policy.

Carried

PUBLIC QUESTION PERIOD

None.

CLOSED MEETING RESOLUTION

Moved by Councillor Case, seconded by Councillor Baird that, pursuant to Section 92 of the *Community Charter*, the regular meeting convene In-Camera to deal with matters deemed closed to the public in accordance with Section 90 (1) (c), (k) and 90 (2) (b) of the *Community Charter*.

Carried

ADJOURNMENT

The regular meeting reconvened at 6:07 p.m.

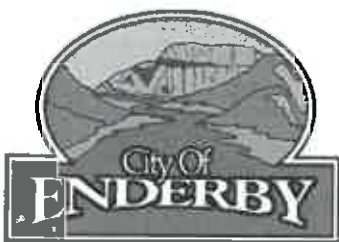
The following items were released from In-Camera:

- Shuswap Water Council – March 16, 2015;
- List of Crown properties in Enderby – November 16, 2015;
- Draft Building Inspection Bylaw – November 16, 2015;
- CFO contract adjustment for maternity leave – December 21, 2015;
- Garden Club agreement for maintenance of Cornerstone Garden – February 1, 2016;
- Pull out at north end of town – March 21, 2016;
- Cliff Avenue Upgrades – March 21, 2016;
- Community Forest Partnership – April 18, 2016;
- Kurt Inglis employment contract – May 16, 2016;
- Release of In-Camera Matters memorandum dated May 31, 2016;
- Brickyard Road Industrial Servicing Plan prepared by WSP Canada Inc and the memorandum from Chief Administrative Officer dated June 2, 2016.

Moved by Councillor Case, seconded by Councillor Baird that the regular meeting adjourn at 6:07 p.m.

MAYOR

CHIEF ADMINISTRATIVE OFFICER



REQUEST TO APPEAR AS A DELEGATION

On 20 June 2016
Day Month Year

Date of Request May 30/16

Name of Person Making Request Kirstie Blanleil

Name and Title of Presenter(s) " "

Contact Information Kblanleil@boysandgirlscubs.ca

Details of Presentation _____

after school programs in Enderby

Desired Action from Council (check all that apply)

- ☐ Information Only
- ☐ Proclamation
- ☒ Funding Request
- ☐ Road Closure
- ☐ Policy or Resolution

Please describe desired action in detail _____

Please attach any supporting documentation or presentation materials related to your delegation request.

Tate Bengtson

GS
Agenda

From: Greg McCune [gregmccune@telus.net]
Sent: May-07-16 4:59 PM
To: tbengtson@cityofenderby.com
Cc: tundrabaird@gmail.com; blmrk@telus.net; benhogan@telus.net; rdavyduke@hotmail.com; drshishido@shaw.ca; casebrad@telus.net
Subject: FW: B&G Club
Attachments: B&G Cover Letter - Enderby Recreation.pdf; Enderby Budget - Additional Day.pdf

From: Kirstie Blangleil [mailto:kblangleil@boysandgirlsclubs.ca]
Sent: Thursday, May 5, 2016 10:28 AM
To: gregmccune@telus.net
Subject: B&G Club

Good Morning Greg,

I wanted to connect with you at the Interagency meeting held recently, unfortunately I was at a conference. It seems a while since we have crossed paths!

I have attached a letter and some information regarding the Enderby Recreation program. As mentioned there is a need for an additional day of activities due to capacity and popularity.

We are respectfully requesting consideration for the City of Enderby to support this program in partnership with us. I am thrilled to let you know we have secured funding for one day per week, enabling the program to continue for the next school year 2016-2017.

We are excited to be a part of supporting families and children in Enderby. The support we have received from City Counsellors and other community members is appreciated and valued.

I look forward to continued projects and partnerships.

Respectfully,

Kirstie Blangleil
Area Director, North Okanagan
Okanagan Boys & Girls Clubs
250.542-3121/123



Okanagan Boys & Girls Clubs

Osoyoos • Oliver • Penticton • Summerland • Peachland • West Kelowna • Kelowna • Lake Country • Vernon • Armstrong • Enderby

May 2nd, 2016

Enderby Mayor, Greg McCune
C/o 619 Cliff Avenue
Enderby, BC

Re: Okanagan Boys & Girls Clubs / After-School Recreation Program

Dear Mr. McCune,

Okanagan Boys & Girls Clubs primary focus this year has been to enhance community relationships and seek to understand the needs of local children and families in Enderby. In collaboration, with the City of Enderby and community partners we are thrilled to continue supporting children, youth and families.

During discussions with community partners during Enderby 'Inter-Agency' meetings and attending community events; we identified that social and recreational activities were needed during the after-school hours for children ages 6-12 years. A number of families in Enderby with young children are unable to register for mainstream recreation sports, due to financial barriers, transport or other challenges. To address this identified need we sought to secure funding to pilot a recreation program one day per week at the local elementary school; until the end of the school year (June 2016). Grants and fundraising enabled us to do this at no cost to families accessing the program. Our working partnership with School District #83 and Enderby Parks & Recreation have also supported the success of this program.

We were fortunate to be able to hire two local residents to host this program. With training and support they are proving to be dynamic, creative and engaging. The school based recreation program has proved to be popular and is at full capacity. We have been asked to consider expanding the program to two days per week to better meet an identified need. Although a pilot program we are confident that we have secured funds to continue the program one day per week during the next school year (September – June 2017).

I am writing to enquire about funding opportunities within the City of Enderby. We are seeking financial support to offer the program for an additional day, enabling more children to participate. I have attached a proposed budget for your review and discussion with Council.

I would welcome the opportunity to present to Council to discuss our programming and successes. We value our renewed relationships in Enderby and appreciate your trust in the work we are doing.

Respectfully,

Kirstie Blanleil, North Okanagan Area Director
Okanagan Boys & Girls Clubs

3300 37th Avenue, Vernon, BC
Tel. 250.542-3121/123 Fax. 250.542-6559
E-mail: kblanleil@boysandgirlsclubs.ca
Website: www.boysandgirlsclubs.ca





Okanagan
Boys & Girls Clubs

**Okanagan Boys & Girls Clubs
Enderby Recreation Program**

**Budget for Enderby Recreation – Additional Day:
Term: September – June 2017**

Wages	\$ 6,175	2 staff / 4 hours /x1 per week
Supplies	\$ 400	
Mileage	\$ 200	
Support	\$ 678	Supervision /Support / Training
Total:	\$ 7,453	

**Kirstie Blanleil, Area Director
Okanagan Boys & Girls Clubs**

Agenda

**CITY OF ENDERBY
FLOODPLAIN SETBACK EXEMPTION APPLICATION**

File No.: 0011-16-DVP-END

June 6, 2016

APPLICANT: Patrick Woodford

LEGAL DESCRIPTION: Lot 15, District Lot 226, Kamloops (formerly Osoyoos) Division Yale District, Plan 12866

P.I.D #: 009-255-877

CIVIC ADDRESS: 105 Riverdale Drive, Enderby BC

PROPERTY SIZE: 0.17 ha (0.42 acres)

ZONING: Residential Single Family (R.1)

O.C.P DESIGNATION: Residential Low Density

PROPOSAL: To construct a single family dwelling setback 19.132 m from the Natural Boundary of the Shuswap River.

RECOMMENDATION:

THAT Council grants an exemption to Section 1401.3.b of the City of Enderby Zoning Bylaw No. 1550, 2014 for the property legally described as Lot 15, District Lot 226, Kamloops (formerly Osoyoos) Division Yale District, Plan 12866 and located at 105 Riverdale Drive to permit the Shuswap River floodplain setback area to be reduced from 30 m to 19.132 m for the construction of a single family dwelling, as shown on Schedule 'A'.

BACKGROUND:

This report relates to a Floodplain Setback Exemption Application whereby the applicant is proposing to construct a single family dwelling within the Shuswap River floodplain setback area; the proposal will require an exemption to the Shuswap River floodplain setback requirements of the Zoning Bylaw as the proposed building would be setback 19.132 m from the natural boundary of the Shuswap River while the Zoning Bylaw requires buildings to be setback 30 m from the natural boundary of the Shuswap River.

Site Context

The 0.17 hectare (0.42 acres) subject property is located on the east side of Riverdale Drive, along the western banks of the Shuswap River, with a small single family dwelling located in the central portion of the lot.

The subject property is relatively flat and access is currently gained via a private driveway off of Riverdale Drive.

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



The Proposal

As shown on the attached Schedules 'A' and 'B', the applicant is proposing to remove an existing single family dwelling structure and construct a new single family dwelling on the subject property; this proposal will require an exemption to the floodplain setback requirements of the Zoning Bylaw as the proposed building would be setback 19.132 m from the natural boundary of the Shuswap River with the Zoning Bylaw requiring buildings to be setback 30 m from the natural boundary of the Shuswap River.

LOCAL GOVERNMENT ACT:

Section 524 (7) of the *Local Government Act* permits local governments to exempt a person from the floodplain setback and floodplain elevation provisions of a Bylaw in relation to a specific parcel of land or use of a building, if the local government considers it advisable and:

- a) Considers that the exemption is consistent with Provincial guidelines; or
- b) Has received a report that the land may be used safely for the use intended, which report is certified by a person who is:
 - i. a professional engineer or geoscientist and experienced in geotechnical engineering; or
 - ii. a person in a class prescribed by the environment minister under subsection (9).

Section 524 (8) of the *Local Government Act* states that the granting of an exemption may be made subject to the terms and conditions of the local government considers necessary or advisable, including, without limitation:

- a) imposing any term or condition contemplated by the Provincial guidelines in relation to an exemption;
- b) Requiring that a person submit a report described in subsection (7) (b); and
- c) Requiring that a person enter into a covenant under Section 219 of the *Land Title Act*.

The Provincial Flood Hazard Land Use Management Guidelines recommend that where exemptions are granted, a covenant be registered on the title of the subject property to identify the required flood proofing measures and to save harmless the local government.

ZONING BYLAW:

The subject property and surrounding properties are zoned Residential Single Family (R.1). Uses permitted within the Residential Single Family (R.1) zone include single family dwellings, secondary suites, bed and breakfasts, accessory residential, restricted agricultural, and civic and public service use.

Floodplain Management Provisions

The purpose of the floodplain management provisions is to reduce the risk of injury, loss of life, and damage to buildings and structures due to flooding.

Section 1401.4 of the City of Enderby Zoning Bylaw No. 1550, 2014 states that the underside of any floor system, or the top of any pad supporting any space or room that is used for dwelling purposes, business, or the storage of goods must be above the Flood Construction Level as determined by the interpolation of flood construction levels shown on Schedules G.1 and G.2 of the Zoning Bylaw. For this proposal, the flood construction level is 353.2 m which is consistent with the applicants' proposal as shown on Schedule 'B'.

Section 1401.3.b states that the floodplain setback area for the Shuswap River is 30 m from the natural boundary of the Shuswap River; this will require an exemption to the floodplain setback requirements of the Zoning Bylaw, consistent with Section 524 of the *Local Government Act*, as the proposed single family dwelling is proposed to be setback only 19.132 m from the natural boundary of the Shuswap River.

Riparian Areas Regulations Provisions

Section 1402.2 of the Zoning Bylaw states that development may not occur within the Riparian Assessment Area unless:

- a) a lesser setback is determined by an assessment completed by a QEP under the Riparian Areas Regulation, or

- b) an approval is granted under the Riparian Areas Regulation by the applicable provincial or federal agency, or
- c) in the case of a subdivision as defined in Section 872 of the Local Government Act, where no modifications are proposed within the Riparian Assessment Area and a Section 219 covenant has been registered on the title of the property restricting development within the Riparian Assessment Area and it has been deemed that a sufficient building envelope, suitable building site and sewage disposal area can be provided.

The City of Enderby has been notified by the Ministry of Forests, Lands, and Natural Resource Operations that the applicant has satisfied the above requirement by having a Riparian Areas Regulations Assessment Report completed by a Qualified Environmental Professional under the Riparian Areas Regulations.

REFERRAL COMMENTS:

The subject application was referred to the City of Enderby Public Works Manager, Building Inspector, and Fire Chief.

No comments were received in response to the referral.

PLANNING ANALYSIS:

The applicant has submitted Geotechnical Engineering comments by way of a letter from Horizon Geotechnical Ltd. dated May 28, 2016 (Schedule 'C') stating that the subject property can be safely developed for the intended use of a single-family dwelling, as shown on Drawing No. 15-041-08 prepared by Pederson Drafting & Design Ltd. (Schedule 'A'). The comments provided by the applicant's Geotechnical Engineer satisfy the requirements of Section 524 (7) of the *Local Government Act* which states that local governments may exempt a person from the floodplain setback and floodplain elevation provisions of a Bylaw in relation to a specific parcel of land or use of a building, if the local government considers it advisable and:

- c) Considers that the exemption is consistent with Provincial guidelines; or
- d) Has received a report that the land may be used safely for the use intended, which report is certified by a person who is:
 - iii. a professional engineer or geoscientist and experienced in geotechnical engineering; or
 - iv. a person in a class prescribed by the environment minister under subsection (9).

Staff recommend that as a condition of approval of the proposed Shuswap River floodplain setback exemption application, the applicant be required to register a covenant as a priority charge on the title of the subject property to:

- require the Covenantor to acknowledge and agree that the City of Enderby does not represent that any building or structure constructed in compliance with the covenant terms will not be damaged by flooding or erosion, and the Covenantor agrees not to claim damages or to hold the City of Enderby responsible for damages caused by flooding or erosion; and

- require the Covenantor to indemnify and save harmless the City of Enderby from any claims, demands, actions, and costs associated with losses or damages occurring as a result of the breach of any provisions of the Covenant by the Covenantor.

SUMMARY:

This is a Floodplain Setback Exemption Application for the property located at 105 Riverdale, Enderby BC. The applicant is proposing to remove the existing single family dwelling structure and construct a new single family dwelling on the subject property; this proposal requires an exemption to the Shuswap River floodplain setback requirements of the Zoning Bylaw as the proposed single family dwelling would be setback 19.132 m from the natural boundary of the Shuswap River while the Zoning Bylaw requires buildings and structures to be setback 30 m from the natural boundary of the Shuswap River.

It is recommended that Council approve the Floodplain Setback Exemption Application subject to the applicant registering a covenant as a priority charge on the title of the subject property, as described above.

Prepared By:



Kurt Inglis
Assistant Corporate Officer and Planning Assistant

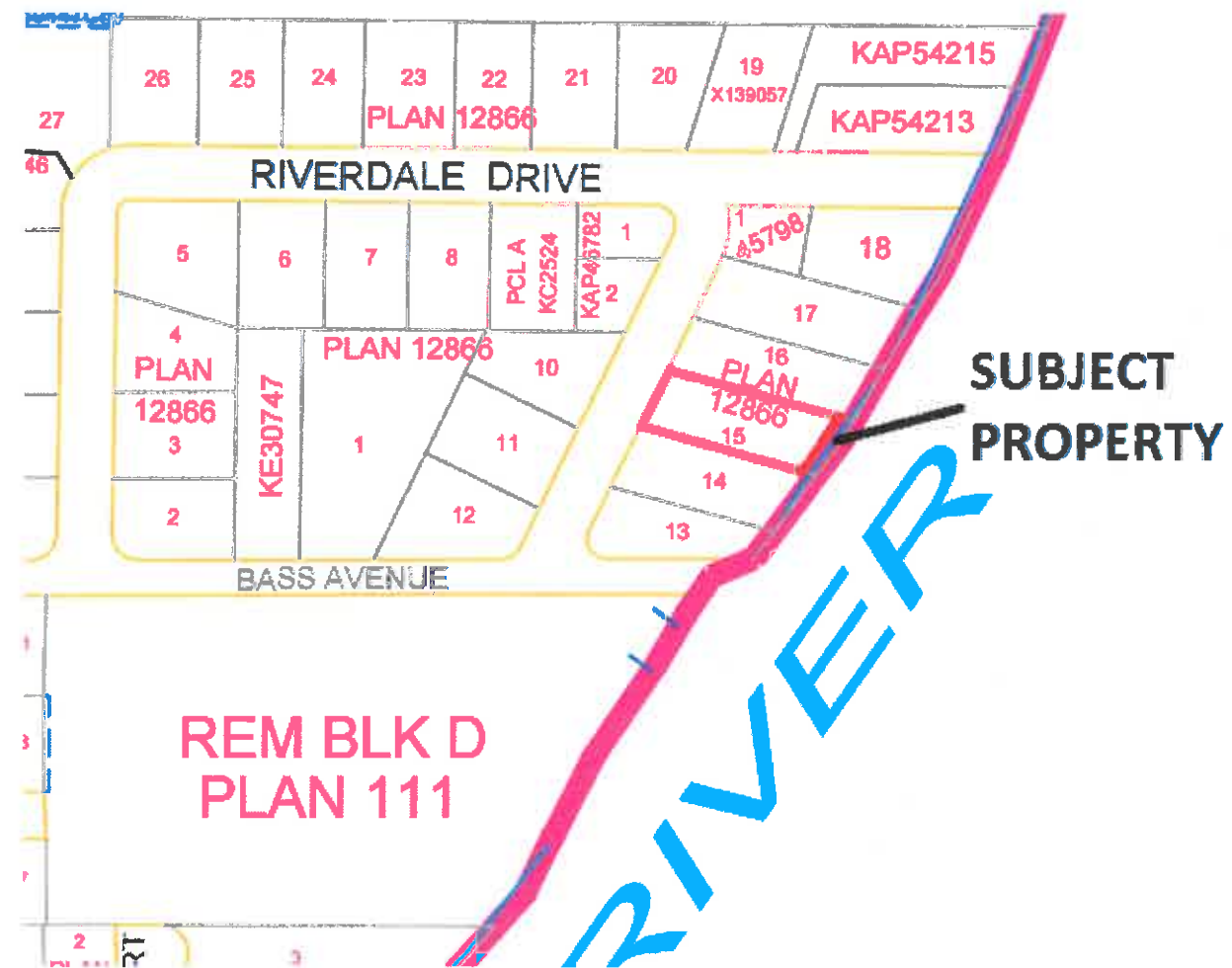
Reviewed By:

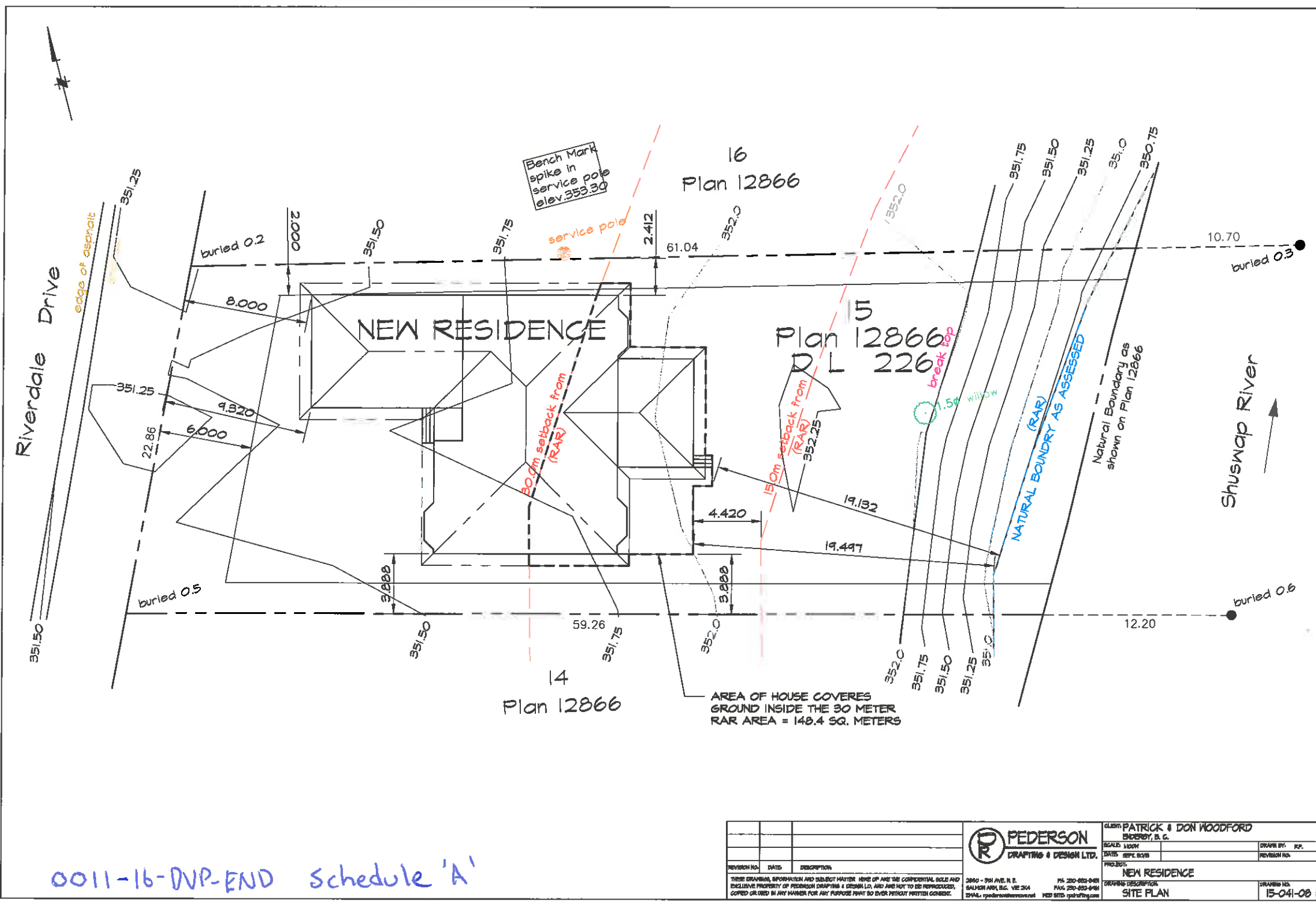


Tate Bengtson
Chief Administrative Officer

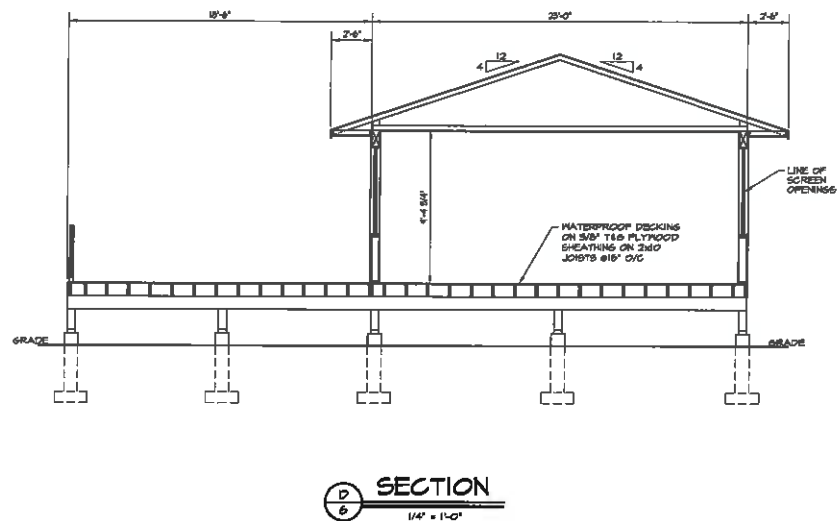
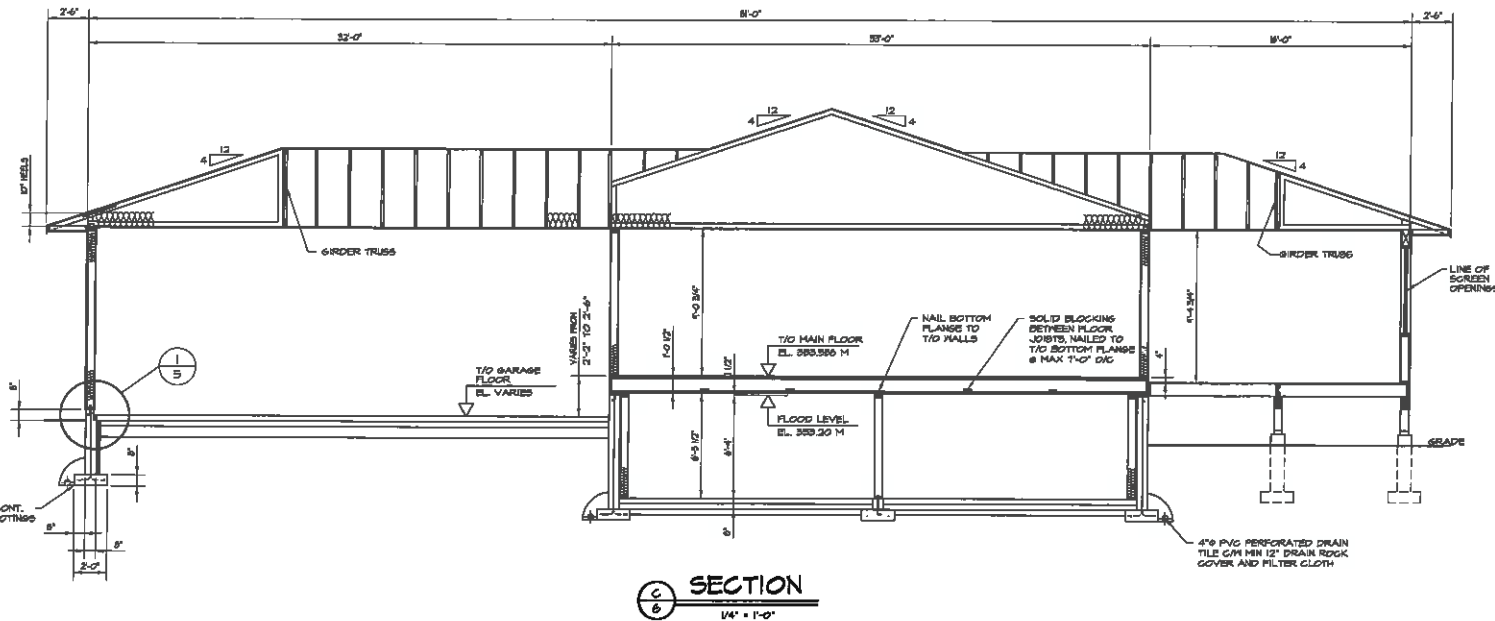
THE CORPORATION OF THE CITY OF ENDERBY
FLOODPLAIN SETBACK EXEMPTION APPLICATION
SUBJECT PROPERTY MAP

File: 0011-16-DVP-END
Applicant: Patrick Woodford
Location: 105 Riverdale Drive, Enderby BC





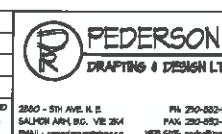
				CLIENT: PATRICK & DON WOODFORD			
				ENGINEER: B. G.			
			PETERSON DRAFTING & DESIGN LTD.	SCALE: 1:500	DRAWN BY: R.P.		
				DATE: 08/15/2015	REVISION NO.		
			PROJECT: NEW RESIDENCE	DRAWING NO. 15-041-08			
				SHEET NO. 15-041-08			
THESE DRAWINGS, INFORMATION AND SUBJECT MATTER ARE THE PROPERTY OF PEDERSON DRAFTING & DESIGN LTD. AND ARE NOT TO BE REPRODUCED, COPIED OR USED IN ANY MANNER FOR ANY PURPOSE WITHOUT WRITTEN CONSENT.			2080 - 9th Ave. N.E. SALMON ARM, B.C. V2E 3K4 250.416.1111 250.416.1112				
			PH: 250-652-9485 FAX: 250-652-9486 WEB SITE: pederson.com				



GENERAL NOTES

- ALL DRAWINGS**
- ALL DRAWINGS SHOWN HAVE BEEN DESIGNED AND DRAWN TO MEET OR EXCEED THE REQUIREMENTS OF THE 2012 BRITISH COLUMBIA BUILDING CODE.
 - TO BE IN ACCORDANCE WITH 2012 BRITISH COLUMBIA BUILDING CODE, ALL LOCAL BY-LAWS AND TO BE WITH GOOD BUILDING PRACTICES.
 - ALL DIMENSIONS AND ELEVATIONS ARE TO BE VERIFIED ON SITE BEFORE CONSTRUCTION OF EACH AREA BEGINS.
 - OF THE BUILDING IN RELATION TO THE GRADES OF THE LOT ARE TO BE DETERMINED AND ADDED BY THE BUILDING IN CONJUNCTION WITH OWNER.
- FRAMING**
- ALL FRAMING TO BE WITH SAWN LUMBER, S.P.F. #2 GRADE OR BETTER.
 - ALL EXTERIOR WALLS AND LONG BEARING WALLS TO BE OF 2X8 BEAMS @ 16" O.C.
 - ALL WALL ANCHOR PLATES TO CONCRETE TO BE SAWN LUMBER, S.P.F. #2 OR BETTER, 6M BASKET MATERIAL AND ANCHORED WITH 1/2" ANCHOR BOLTS @ 5' O.C. HATCHES.
 - ALL ROOF TRUSSES, GIRDERS TRUSSES TO BE ENGINEERED BY THE MANUFACTURER IN CONJUNCTION WITH PREVAILING CODES AND LOADINGS. TRUSSES TO HAVE THE REQUIRED AMOUNT OF TIES AND BRACING. TRUSSES TO BE TIED DOWN TO WALL WITH METAL HEMLOCK CLIPS. ALL GIRDERS TRUSSES TO HAVE 1/2" X 2" POST UNDER SUPPORTED ROOF THAT CARRY LOADS DOWN INTO CONCRETE FOUNDATIONS. THE SUPPLIER OF THE ROOF TRUSSES SHALL SUPPLY SHOP DRAWINGS AND ENGINEER SEAL AS REQUIRED.
 - ALL THE DECORATIVE PLYWOOD OR OSB BOARD TO BE FIXED TO FLOOR SYSTEM TO AVOID FUTURE "SQUAMMING".
 - ALL MATERIALS TO BE ROOF OR STEEL, STYLE TO BE DETERMINED BY OWNER AND TO MEET ALL REQUIREMENTS OF THE BRITISH COLUMBIA BUILDING CODE.
 - ATTIC AND GARAGE SPACE ACCESS HATCH TO BE PROVIDED IN A NON-OBSCURE LOCATION.
 - LIMITS BEAMS OVER DOORS AND WINDOWS IN LOAD BEARING WALLS, UNLESS OTHER NOTED, TO BE:
 - UP TO 9'-0" SPAN USE 2X10S
 - 9'-0" TO 12'-0" SPAN USE 2X12S
 - 12'-0" TO 16'-0" SPAN USE 2X16S
 - 16'-0" TO 20'-0" SPAN USE 2X20S
 - 2X12 DIAGONAL BRACING TO BE USED AT ALL MID SPANS OF JOISTS, OR MAX 1'-0" O.C.
 - FLOOR JOISTS TO BE TIED WITH METAL JOIST HANGERS TO SUB FLOOR LOADS.
 - FRAMING AROUND PRE-CAST UNITS TO BE ACCORDING TO CODE. CHECK WITH MANUFACTURE AND MODEL SELECTED FOR LOCATION OF EXHAUST VENT OR FLUE.
 - ALL LITTLE BEAMS IN LONG BEARING WALLS WITH SPAN GREATER THAN 9'-0" TO HAVE MIN 2" CRIPPLES AND (1) FULL LENGTH STUD UNDER EACH END.
 - ALL FASTENERS TO BE CORROSIVE WITH WOOD TREATMENT.
- ROOFING**
- ALL EXPOSED ROOFS TO BE CONNECTED TO OVERHEAD BEAMS WITH GALVANIZED POST CAPS AND POST BASES TO HAVE GALVANIZED SADDLES TO PREVENT UPLIFT.
- CONCRETE**
- ALL CONCRETE FOR FOOTINGS & WALLS TO DEVELOP A COMPRESSIVE STRENGTH OF 28MPa @ 28 DAYS.
 - ALL CONCRETE FOR SLABS TO DEVELOP A COMPRESSIVE STRENGTH OF 32MPa @ 28 DAYS.
 - ALL FOOTINGS TO BE POURED ON UNDISTURBED NATURAL GROUND.
 - ALL EXTERIOR FOOTINGS TO HAVE 100MM UNDERSLAB BELOW THE FROST PENETRATION LEVEL FOR THE AREA.
 - ALL BACK FILL UNDER CONCRETE SLABS MUST BE COMPACTED TO OVER 95% STANDARD PROCTOR DENSITY.
 - ALL EXTERIOR SURFACES OF ALL FOUNDATION WALLS IN CONTACT WITH BACK FILLING AGAINST LIVING SPACE ARE TO BE COVERED WITH MINIMUM 1/2" BULKHEAD FOR EXTERIOR.
 - FOR DAMP PROOFING AND SOIL GAS CONTROL REQUIREMENTS UNDER INTERIOR SLABS ON GRADE, SEE 2012 BRITISH COLUMBIA BUILDING CODE SECTION 4.10.
- REINFORCING**
- ALL REINFORCING SHALL CONFORM TO CANADA B308.2 AND SHALL BE GR-60 (Fy=400 MPa) BARS.
 - ALL BARS TO BE DEVELOPED IN ACCORDANCE WITH CANADA B308.4.
 - ALL REINFORCING STEEL SHALL BE CLEAN AND UNHARMED.
 - ALL LAPS TO BE PERFORMED BY BAR BENDERS.
 - ALL REINFORCING TO BE PLACED ACCORDING TO CODE AND HAVING CONCRETE COVER OF 3" TO SOIL, 2" TO WALL SURFACES AND 1" TO FOR ANY OTHER SURFACES.
- STEEL ROOFING**
- HEAVY-DUTY PURLINS FOR THE SUPPORT OF THE MAIN FLOOR, MAY BE REPLACED WITH 4" DIA. DED PILES.
- ENGINEERING BEAMS**
- SIZES GIVEN ON THE RESPECTIVE PLANS ARE APPROXIMATE ONLY. THE SUPPLIER OF THESE BEAMS WILL SUPPLY SHOP DRAWINGS AND ENGINEER SEAL AS REQUIRED.
- MECHANICAL**
- MECHANICAL, PUMPS, DOME BREAKERS TO BE DESIGNED AND INSTALLED BY SPECIALIST ACCORDING TO ALL RELEVANT CODES. PROVIDE MECHANICAL VENTILATION AS PER 2012 BRITISH COLUMBIA BUILDING CODE SECTION 4.2 & 4.3.1. MAKE UP AIR MAY BE REQUIRED.
- ELECTRICAL**
- ALL ELECTRICAL TO CONFORM TO B.C. ELECTRICAL CODE AND ALL WORK TO BE CARRIED OUT BY SPECIALIST IN ACCORDANCE WITH RELEVANT CODES.
 - ACTUAL LOCATIONS OF ELECTRICAL OUTLETS TO BE VERIFIED BY OWNER AND INCLUDE WARMER, DRYER, OVEN, DRAUGHT FAN WITH VARIABLE SPEEDS, TELEPHONE AND TV JACKS TO BE LOCATED BY OWNER AND INSTALLED PRIOR TO DRYWALL IS PLACED.
 - SHOW & CROWN MOUNTING DETECTORS.
 - TO 2012 B.C. BUILDING CODE SECTION 4.10.2.2.
 - TO BE LOCATED BY OWNER IN CONJUNCTION WITH LOCAL FIRE CODES AND BE INTERCONNECTED.
- WINDOWS**
- TYPE AND STYLE TO BE DETERMINED BY OWNER. ALL WINDOWS SHALL CONFORM TO CANADA A440-M STANDARDS. ALL WINDOWS AND SKYLIGHTS TO CONFORM TO 2012 B.C. BUILDING CODE SECTION 4.1.
 - ALL WINDOW HEADS EXPOSED TO 2012 B.C. BUILDING CODE 4.1.10.
 - ALL WINDOW SIZES ON DRAWINGS ARE OUT TO CUT OF WINDOW FRAME AND 1/4" TO TOP AND SIDES FOR ROUGH OPENING SIZES.
- DOORS**
- TYPE AND STYLE TO BE DETERMINED BY OWNER. ALL DOORS SHALL CONFORM TO 2012 B.C. BUILDING CODE SECTION 4.1.8.
 - ALL GLASS IN DOORS AND DOOR REINFORCING TO BE SAFETY GLASS AND SHALL CONFORM TO 2012 B.C. BUILDING CODE SECTION 4.1.8.
 - ALL DOORS FROM ATTACHED GARAGE TO BE WEATHER STRIPPED CAN SELF CLOSING DEVICE.
 - ALL DOOR SEALS ON DRAWINGS ARE FOR ACTUAL DOOR SIZE ONLY. SEE DOOR MANUFACTURE FOR DOOR FRAME NOT TO ADD PLUS 1/4" BUSHING EACH SIDE FOR DOOR ROUGH OPENING SIZES.
- FISHES**
- ALL FLOOR COVERINGS AND WALL FINISHES TO BE SELECTED BY OWNER.
- ROAD VENTILATION**
- TO BE PLACED AGAINST CONCRETE WALLS WHERE THEY ARE EXPOSED TO THE GROUND AND CAN BE PENETRATED BY FROST. 100 MM FOR 2'-0" BELOW GRADE.
- PLUMBING**
- ALL WORK TO BE CARRIED OUT BY SPECIALIST IN ACCORDANCE WITH RELEVANT CODES.
 - SEE 2012 B.C. PLUMBING CODE.
 - PLUMBING PERMIT REQUIRED FOR ALL WATERCLOSERS.
 - WATERPROOF WALLS AROUND BATHROOMS AND SHOWERS TO 2012 B.C. BUILDING CODE 4.2.1.
- ROOFING**
- STYLE AND COLOR TO BE SELECTED BY OWNER AND INSTALLED ACCORDING TO MANUFACTURE RECOMMENDATIONS AND 2012 B.C. BUILDING CODE SECTION 4.1.3.
- BACK FILLING**
- NO BACK FILLING TO BE DONE AGAINST EXTERIOR CONCRETE WALLS UNTIL MAIN FLOOR JOISTS AND PLYWOOD FLOOR IN PLACE.
 - THE FIRST 12" OF FILL FROM THE FACE OF THE CONCRETE WALLS TO BE DRAIN GRAVEL OR EQUIVALENT PERVIOUS MATERIAL.
- PLYWOOD SHEATHING**
- ALL FLOOR SHEATHING TO BE GLUED AND SCREWED TO FLOOR JOISTS.
- WATERPROOF DETAILING**
- ALL WATERPROOF DETAILING TO BE GLUED TO PLYWOOD SHEATHING AND ALL LAPS TO RUN PARALLEL WITH DECK SLOPES.
- DRAIN TILE**
- SPIDER FOR PERIMETER OF DWELLING TO BE INCLUDED AND CONNECTED TO SURFACE WATER SEWER OR ROCK PIT. (AS REQUIRED) SEE 2012 B.C. BUILDING CODE SECTION 4.1.4.
- ATTIC ACCESS**
- PROVIDE MIN 22" X 30" ATTIC ACCESS TO ALL ROOF ATTICS OR ROOF SPACES OR INSULATED COVER AND REINFORCE STRUCTURE.
- VENTILATION**
- VENTILATE ALL CRAWL SPACES BELOW HEATED FLOORS TO 2012 B.C. BUILDING CODE SECTION 4.1.8 & 4.3.1.1. VENTED DIRECTLY TO EXTERIOR.
 - VENTILATE ALL ROOF SPACES ABOVE INSULATED CEILING TO 2012 B.C. BUILDING CODE SECTION 4.1.8 & 4.3.1.1. VENTED DIRECTLY TO EXTERIOR.
 - ALL BATHROOM & KITCHEN FANS TO 2012 B.C. BUILDING CODE 4.3.2 & VENT DIRECTLY TO EXTERIOR.
- ROOF STOVES**
- ALL ROOF STOVES SHALL CONFORM TO ULG-828.
 - ROOF STOVE INSTALLATION SHALL CONFORM TO CANADA B366.1 (SEE OWNER MANUAL).
 - CALCULATIONS FOR MAKE UP AIR MAY BE REQUIRED.

REVISION NO.	DATE	DESCRIPTION



CLIENT: PATRICK & DON WOODFORD ENDERBY, B.C.	DRAWN BY: R.P.
SCALE: 1/4" = 1'-0"	REVISION NO.
DATE: SEPT. 2006	
PROJECT: NEW RESIDENCE	
DRAWING DESCRIPTION: SECTIONS & DETAILS	DRAWING NO.: 15-075-06

0011-16-DVP-END Schedule 'B'



14151 Oyama Road
Lake Country, BC V4V 2B8
Cell: 250-549-0224
Ph./Fax: 250-548-3250
geotech@paragonbc.com

Patrick Woodford
151 Cliffview Drive
Enderby, BC V0E 1V1
Pwoodford73@hotmail.com

May 28, 2016

File : 16 - 5072

City of Enderby - Planning Departmet
Attn : Kurt Inglis (kinglis@cityofenderby.com)

RE : Geotechnical Assessment for Residence
Lot 15, Plan KAP 12866, DL 226, KDYD
105 Riverdale Drive , Enderby , BC

- * A site inspection was recently conducted by the undersigned, along with the owner of the property, Patrick Woodford
- * The enclosed details provided by the Regional District of North Okanagan indicate Floodplain- Shuswap River 353.2 Meter minimum Building Elevation
- * The drawings prepared by Pederson Drafting & Design Ltd. indicate Flood Level Elev. 353.2 m to underside of the main floor , along with a 6 ft crawl space for the house foundations
- * The drawings prepared by Pederson Drafting & Design Ltd. , indicate the house foundations will be set back 4.42 m from the 15.0 m Setback Line from the Assessed Natural Boundary
- * The undersigned is also the geotechnical consultant for the adjacent property to the north , now with a compacted granular pad

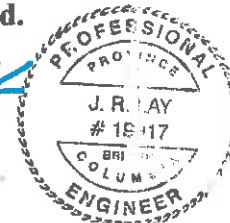
Based on the above information, it is the opinion of the undersigned that the property can be safely developed for the intended use of a single-family dwelling to be located as shown on Drawing No. 15-041-08 prepared by Pederson Drafting & Design Ltd.

Schedules B for geotech considerations for foundations, drainage and slope stability are enclosed and will be submitted to the North Okanagan Regional District.

I trust the foregoing information will be of assistance to you on this project. Should you have any questions, please do not hesitate to contact the undersigned.

Yours truly,
Horizon Geotechnical Ltd.


Jerry Lay, P.Eng.
Geotechnical Engineer



cc Submitted To :
Planning & Building Departments
North Okanagan Regional District

0011-16-DVP-END Schedule 'C'

Agenda

**CITY OF ENDERBY
TEMPORARY USE PERMIT APPLICATION**

File No.: 0001-16-TUP-END

June 9, 2016

APPLICANT: Jennifer and Edward Koochin

LEGAL DESCRIPTION: Lot 3, Block 11, District Lot 150, Kamloops (formerly Osoyoos) Division Yale District, Plan 211A

P.I.D #: 003-486-401

CIVIC ADDRESS: 506 Cliff Avenue, Enderby BC

PROPERTY SIZE: 0.068 hectare (0.168 acre)

PRESENT ZONING: General Commercial (C.1)

PRESENT O.C.P DESIGNATION: General Commercial

PROPOSED TEMPORARY USE: Place a temporary building on the subject property until October 1, 2017 for the purposes of food service and retail sales.

RECOMMENDATION:

THAT Council approve a Temporary Use Permit for the property legally described as Lot 3, Block 11, District Lot 150, Kamloops (formerly Osoyoos) Division Yale District, Plan 211A and located at 506 Cliff Avenue to permit a temporary building to be placed on the subject property until October 1, 2017 for the purposes of food service and retail sales, subject to the following conditions:

- a) Throughout the duration of the Temporary Use Permit, the applicant must provide adequate dust control measures for the subject property;
- b) Throughout the duration of the Temporary Use Permit, the applicant must ensure that particulate matter is not tracked onto Vernon Street beyond what is currently occurring;
- c) Throughout the duration of the Temporary Use Permit, the applicant must provide sufficient on-site garbage and recycling receptacles which are well-maintained;
- d) The applicant must provide security in the form an irrevocable letter of credit, or a cash deposit, in the amount equal to 120% of the estimated costs of removing the temporary building from the subject property;
- e) The dimensions and siting of the temporary building and parking spaces shall be in general accordance with the attached Schedules 'A' and 'B'; and
- f) The Temporary Use Permit shall expire on October 1, 2017.

BACKGROUND:

This is a Temporary Use Application whereby the applicants are proposing to place a temporary building on the property located at 506 Cliff Avenue (Lot 3) until October 1, 2017 for the purposes of food service and retail sales; although food service and retail sales are permitted uses under the subject property's General Commercial (C.1) zoning designation, having these uses occur within a temporary building is not permitted.

A Temporary Use Permit is a tool to allow a short-term use that does not comply with the Zoning Bylaw. A Temporary Use Permit may only be issued for a maximum of 3 years, and may be renewed once for an additional 3 years as per Section 497 of the *Local Government Act*. Temporary Use Permits are intended to be temporary in nature, and are not a viable long term land use solution.

Site Context:

The 0.068 hectare (0.168 acre) subject property is located along the eastern side of Vernon Street, which is identified in Schedule 'C' of the City's Official Community Plan as a 'Municipal Major Collector' road. The subject property is vacant, relatively flat, and is currently maintained to a graveled standard. Access to the property is gained off of Vernon Street.

The subject property and the properties to the north, northeast, south and, west are zoned General Commercial (C.1) and are designated as General Commercial in the City of Enderby Official Community Plan (OCP); the property to the east is zoned Transportation Corridor (S.2) and is designated as Transportation Corridor in the OCP.

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 applicants are proposing to place a temporary building on the property located at 506 Cliff Avenue (Lot 3) until October 1, 2017 for the purposes of food service and retail sales. Food services would include the serving of ice cream, shakes, and juices while the retail component would include the sale of sunglasses, flip flops, hats, clothing items, beverages, ice, and local produce; the applicants have also noted that they may explore integrating small scale paddle board sales/rentals/instruction into the business. The temporary building will be constructed upon skids as shown on Schedule 'B' and the applicants intend to convert this temporary building into a permanent building at a later date by placing it upon a permanent foundation.

The applicants have stated that they are proposing to utilize a temporary building in the short term as it will allow them to generate income through the 2016 and 2017 seasons which will fund the conversion of the temporary building into a permanent building and the completion of the necessary site improvements such as landscaping and paving, once the Temporary Use Permit expires.

The operation of a business within a temporary building is considered a 'mobile vendor' as per the City of Enderby Business License Bylaw No. 1558, 2014; the Bylaw states that no mobile vendor shall operate within the City of Enderby except for the following conditions:

- i. when the Zoning Bylaw allows a mobile vendor as a permitted use;
- ii. by first obtaining written consent of Council for property, public spaces, boulevards, and highways owned or otherwise controlled by the City;
- iii. by first obtaining written consent of the Enderby and District Services Commission for property, public spaces, boulevards, and highways owned or otherwise controlled by the Commission;
- iv. by first obtaining written consent from School District #83 for school grounds.

Given that mobile vendors are not a permitted use within the subject property's General Commercial (C.1) zoning designation, a Temporary Use Permit must be issued in order for the applicants to be eligible for a Business License.

The issuance of a Temporary Use Permit to place a temporary building on the subject property would not trigger the need to bring the property up to the City of Enderby Zoning Bylaw standard with regards to landscaping and paving; however, once the Temporary Use Permit expires and the applicants are required to convert the temporary building into a permanent building, they will also be required to suitably landscape the property and pave all parking areas and maneuvering aisles unless otherwise varied.

ZONING BYLAW:

The subject property is currently zoned General Commercial (C.1); uses permitted within this zone include:

- Accessory buildings and structures;
- Accommodation including apartments, dwelling units, hotels and motels;
- Assembly and civic use;
- Educational facilities and professional studios;
- Entertainment and recreation facilities;
- Food service (including dairy bars, coffee shops and restaurants);
- Office and commerce facilities;
- Public service use;
- Retail sales (including beverages, candy, clothing, food, fruit, gifts, groceries, produce, sporting goods including rentals, and toys);
- Service and repair; and
- Transportation facilities.

CRITERIA	PROPOSAL	ZONE REQUIREMENTS
Building Height (max.)	4.75 m (15.6 feet)	12 m (39.37 feet) or three storeys
Lot Area (min.)	680 m ² (7319 square feet)	200 m ² (2,153 square feet)
Lot Coverage (max.)	90%	~5%
Lot Frontage (min.)	7 m (22.97 feet)	18.28 m (60 feet)
Off-street Parking (min.)	Food Service = 7 Retail = 2 TOTAL = 9	9
Off-street Loading (min.)	N/A	N/A

Setbacks (min.)		
- Front Yard	N/A	N/A
- Exterior Side Yard	N/A	N/A
- Interior Side Yard	N/A	N/A
- Rear Yard	N/A	N/A
- Water bodies	>30 m (98.43 feet)	30 m (98.43 feet) from the natural boundary of the Shuswap River 30 m (98.43 feet) from the high water mark of a riparian water course
- Special Building Line	>10 m (32.81 feet)	10 m (32.81 feet)
Screening	N/A	N/A
Landscaping	N/A	N/A

Section 313 of the City of Enderby Zoning Bylaw states that pursuant to Section 920.2 (now Section 492) of the *Local Government Act*, all zones within the City are designated as areas for the issuance of Temporary Use Permits, subject to the following general conditions:

- a. The use is temporary or seasonal in nature;
- b. The use is not noxious or undesirable because of smoke, noise, vibration, dirt, glare, odour, radiation, electrical interference, or an offensive trade within the meaning of the Health Act;
- c. There are no negative impacts on the lands in the vicinity;
- d. There is no significant increases in the level or demand for services;
- e. There are no permanent alterations to the subject site; and
- f. The use complies with all of the conditions specified by Council as a condition of the issuance of the Permit.

OFFICIAL COMMUNITY PLAN:

Policies contained within the OCP which apply to this development include:

- Policy 2.2.b - To maintain and enhance the City of Enderby as a sustainable, diverse, vibrant, unique and attractive community.
- Policy 2.2.f - To respect and preserve a process of open, flexible and participatory decision making in the ongoing planning and day-to-day decisions of the City.
- 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 5.3.c - Council will work with the business community and stakeholders to promote a diverse local economy that provides the goods and services necessary to competitively meet local demand and attract visitors.
- 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 12.3.c - Council encourages and supports creative and innovative infilling, development, redevelopment and renovation of existing buildings in order to maintain a strong focus on commercial activity in commercial areas.
- Policy 18.1 - Subject to the designation of areas and conditions in the Zoning Bylaw, Council may issue Temporary Use Permits in all areas of the City.
- Policy 20.3.f - Council will encourage infill, redevelopment and brownfield strategies that focus growth towards areas with existing infrastructure.

REFERRAL COMMENTS:

The subject application was referred for comment to the City of Enderby Public Works Manager, Building Inspector, and Fire Chief

No comments were received in response to the referral.

PLANNING ANALYSIS:

As noted above, Section 313 of the City of Enderby Zoning Bylaw states that pursuant to Section 920.2 (now Section 492) of the *Local Government Act*, all zones within the City are designated as areas for the issuance of Temporary Use Permits, subject to the following general conditions:

- a. The use is temporary or seasonal in nature;
- b. The use is not noxious or undesirable because of smoke, noise, vibration, dirt, glare, odour, radiation, electrical interference, or an offensive trade within the meaning of the Health Act;
- c. There are no negative impacts on the lands in the vicinity;
- d. There is no significant increases in the level or demand for services;
- e. There are no permanent alterations to the subject site; and
- f. The use complies with all of the conditions specified by Council as a condition of the issuance of the Permit.

Temporary or Seasonal Nature of Use

The applicants' proposal to place a temporary building on the subject property for the purposes of food service and retail sales is temporary in nature as the applicant is only proposing to place the temporary building on the property until October 1, 2017; furthermore, no permanent alterations to the subject property are proposed.

Once the Temporary Use Permit has expired, the applicant is intending to convert the temporary building into a permanent building by placing it upon a permanent foundation.

Noxious or Undesirable Use

The proposed placement of a temporary building on the subject property for the purposes of food service and retail sales is a relatively low-intensity use; however, this use will result in additional vehicular traffic on the site which may create issues related to dust given that the lot is maintained to a gravelled standard and the issuance of a Temporary Use Permit would not trigger the need to pave the parking areas and maneuvering aisles. Given this, it is recommended that issuance of a Temporary Use Permit be subject to

the applicant providing adequate dust control measures for the subject property and ensuring that particulate matter is not tracked onto Vernon Street beyond what is currently occurring on the site, throughout the duration of the Temporary Use Permit.

As previously noted, the applicant is intending to convert the temporary building into a permanent building once the Temporary Use Permit expires; this conversion would trigger the need for the property to be brought up to the Zoning Bylaw standard by suitably landscaping the subject property and paving all parking areas and maneuvering aisles, unless otherwise varied.

Impacts to Adjacent Properties

Given that the proposed use of food services and retail sales will be targeted towards tourists and river users who muster in Belvidere Park, it is anticipated that the proposal will result in a significant increase in foot traffic in the areas surrounding the subject property; given this, it is recommended that the issuance of a Temporary Use Permit be subject to the applicant providing sufficient on-site garbage and recycling receptacles which are well-maintained throughout the duration of the Temporary Use Permit.

Notwithstanding the above, it is not anticipated that the proposal will result in any negative impacts to lands in the vicinity.

Permanent Alterations to the Site

Given that the applicant is proposing to place a temporary structure on the subject property that is easily removable (built upon skids), coupled with the fact that the applicants are proposing to leave the property in its existing gravelled state, the proposal will not result in any permanent alterations to the subject property and the ability to restore the site to its original state will not be compromised, should the applicant fail to remove the temporary building or convert it to a permanent building once the Temporary Use Permit has expired.

It is recommended that the issuance of a Temporary Use Permit be subject to the applicant providing security in the form of an irrevocable letter of credit, or a cash deposit, in the amount equal to 120% of the estimated costs of removing the temporary building from the subject property; this condition will ensure that City of Enderby taxpayers are not subsidizing the costs of removing the temporary building from the site should the applicants fail to remove the temporary building or convert it into a permanent building once the Temporary Use Permit expires.

Conditions of Temporary Use Permit

A number of conditions for the issuance of a Temporary Use Permit have been identified which will help to mitigate potential impacts and minimize any risks to the City of Enderby and its taxpayers; failure to adhere to the conditions imposed by Council may result in the applicants' Temporary Use Permit being revoked.

SUMMARY

This is a Temporary Use Application whereby the applicants are proposing to place a temporary building on the property located at 506 Cliff Avenue (Lot 3) until October 1, 2017 for the purposes of food service and retail sales.

The City of Enderby Planning Assistant recommends that Council approve the proposed Temporary Use Permit subject to the conditions described above.

Prepared By:



Kurt Inglis
Assistant Corporate Officer and Planning Assistant

Reviewed By:



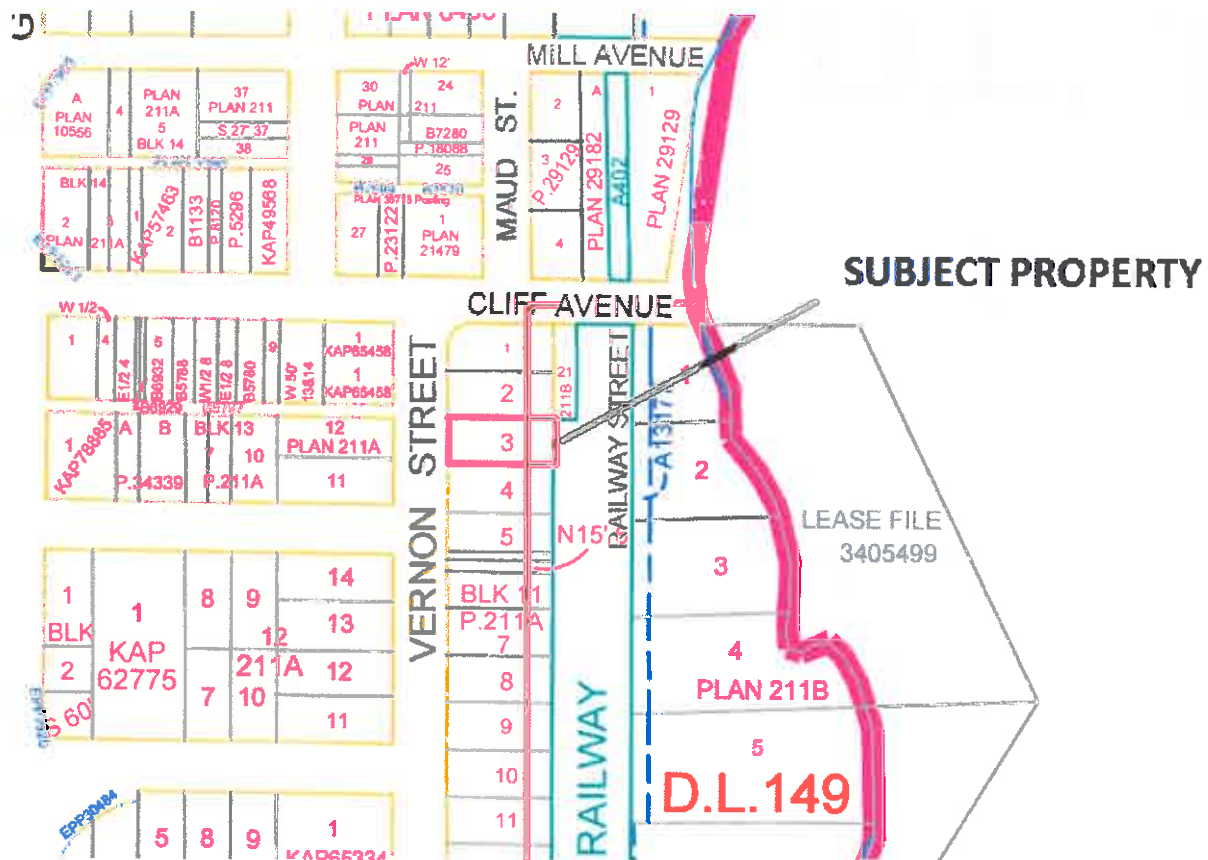
Tate Bengtson
Chief Administrative Officer

THE CORPORATION OF THE CITY OF ENDERBY
TEMPORARY USE PERMIT APPLICATION
SUBJECT PROPERTY MAP

File: 0001-16-TUP-END

Applicant: Jennifer and Edward Koochin

Location: 506 Cliff Avenue (Lot 3), Enderby BC



4g. Description of the Proposed Use/Development:

June 20th, 2016 is our Possession Date for #506 Cliff Ave, which also includes Lot 3, #803 Vernon Ave. We have multi-layered plans for the entire property, Lot 1, 2, and 3. Our first plan involves #803 Vernon Ave.

In order to make the most use of the summer, we plan to begin building as soon as all applications and permits are in order, hopefully, on or before July 1st. All things moving along quickly, we hope to open for business on or before July 15th.

We are applying for a "Temporary Building Permit" due to two main facts. The first being there simply isn't enough time to get all things in order for a permanent structure in order to benefit from the summer tourism. The second fact is, we need to generate enough income over the next few summers, to continue moving forward with our development ideas, as well as have the funds to follow up with a permanent structure. We do not have the funds to support the building of a permanent structure as well as meet all the requirements that are connected with that, at this time.

We are requesting a Temporary Building Permit from June 20th, 2016 thru to Oct 1, 2018. At this point, we plan to continue moving forward, requesting and following protocol to finalize our "Snack Shack" as a permanent structure.

Our plans at #803 Vernon Ave (*potentially named: Gateway – Snack Shack*) include: Ice Cream Sales, healthy snacks – shakes, juices, natural soda pops, ice sales, local produce, retail in the way of sunglasses, flip flops, hats, etc, possibly a few clothing items.

Perhaps we may be able to tie in the ever growing Stand Up Paddle Boarding sport as well. Jen Koochin is a Paddle Canada Certified Instructor. So we may look into small scale Paddle Board sales, rentals or simply use the location as a place to connect with the public for future instruction.

Our Temporary Building Permit request is for the use of a Seasonal Building that would not be open during the winter season.

5. Reasons in Support of Application:

We propose that "Gateway – Snack Shack" will be a benefit to the community.

We foresee that creating a destination stop for travellers and young adventurist, will bring business and curious tourists into the heart of Enderby. We believe that satisfied customers will disperse throughout the merchant core.

We believe that the community of Enderby will enjoy a place near the water to buy a treat and continue on, enjoying the views. We would also like to offer healthy alternatives to snacks typically found in convenient stores.

We are also firm supporters of all things local. We plan to support other local business through our business. We hope to sell local produce, local ice cream from De Dutch (Sicamous), locally produced or

organically grown coffee, locally made products, as well as items made in Canada that typically come from other countries.

Through retail, we believe we will offer the public the opportunity to stay home and shop, verses the necessity of travelling elsewhere. This will also provide a convenience to travellers, who will appreciate and therefore return to Enderby.

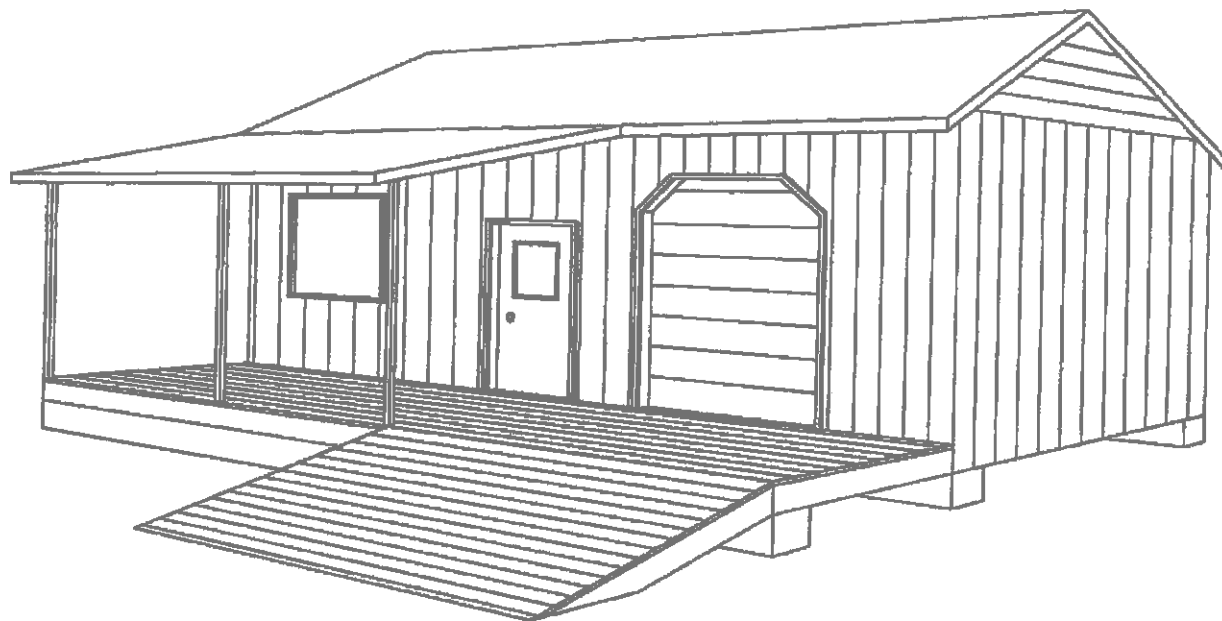
Venturing into all things Paddle Board, we believe this will bring excitement to the heart of Enderby, and bustling activity. Whether it be through planning instructional courses, tours, sales, or possibly rentals.

Creating our building, we don't just plan to have a building. Appearances are important. We plan to go with the "outdoorsy", rustic feel, while still maintaining this is a *new* building, adding to the personality of Enderby. We believe our building will definitely be an improvement to the current empty lot at #803 Vernon Ave.

Our positive attitudes will make an impact on the community of Enderby, and those stopping by. I love to take the opportunity to speak into others through actions or words. Encouraging others is very important to us.

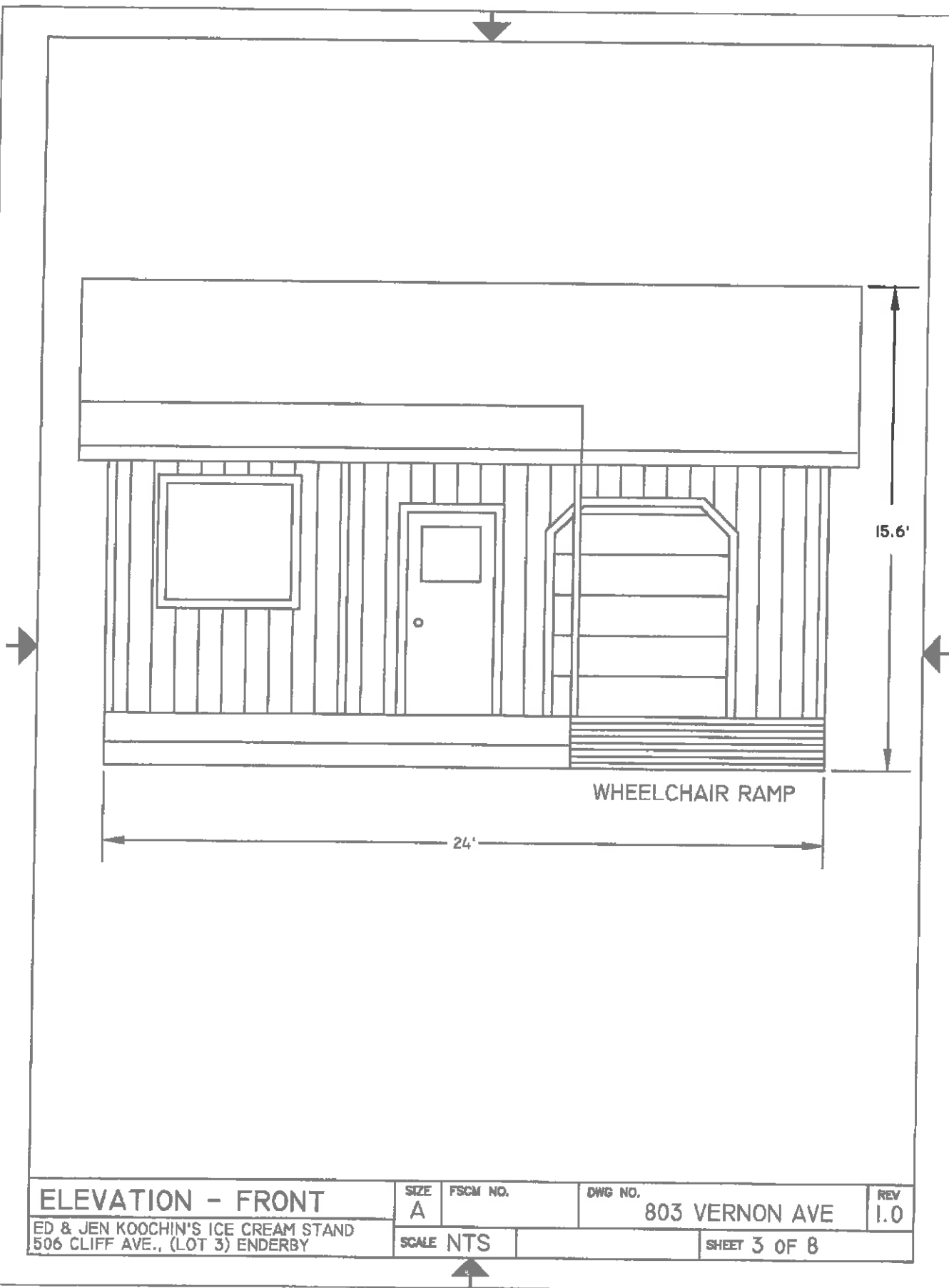
We hope that you will approve our plans, thank you for the opportunity.

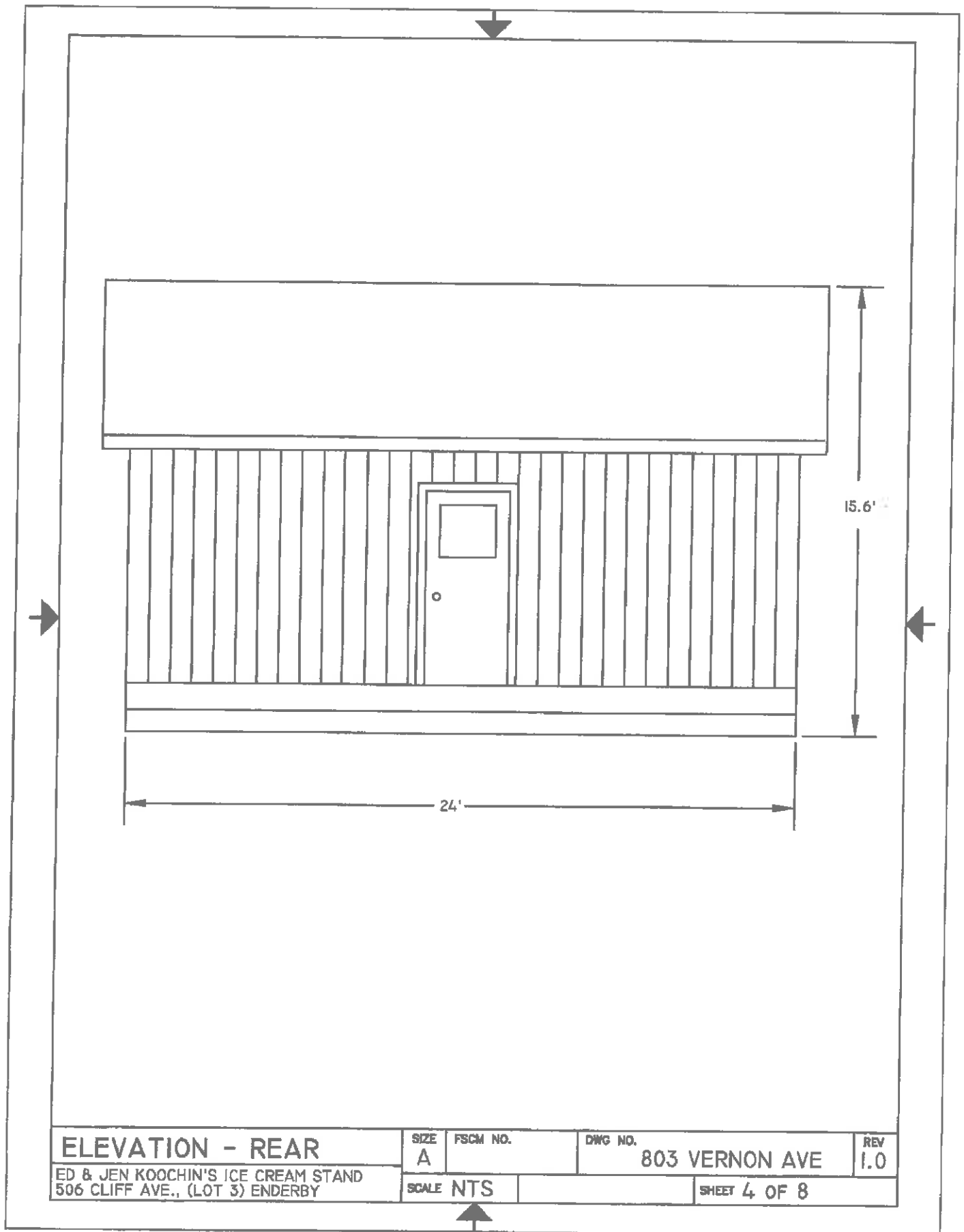
Jen and Ed Koochin

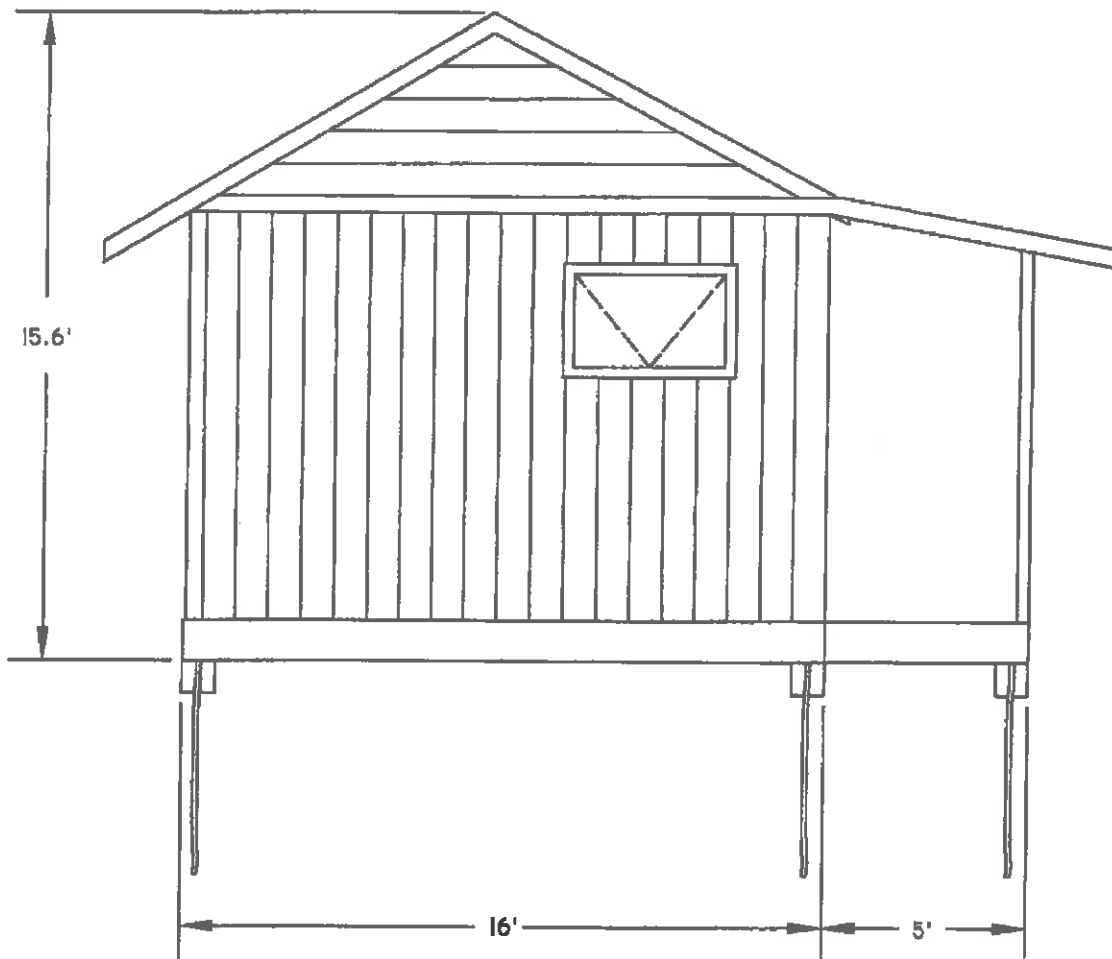


ARTIST'S RENDERING		SIZE A	FSCM NO.	DWG NO. 803 VERNON AVE	REV 1.2
ED & JEN KOOCHIN'S ICE CREAM STAND 506 CLIFF AVE., (LOT 3) ENDERBY		SCALE	NTS	SHEET 1 OF 10	

Schedule 'B' - 0001-16 POP END







NOTE:

TEMPORARY FOUNDATION

8X8 PRESSURE TREATED TIMBER SKIDS FOR FOUNDATION.

ANCHORED WITH 13MM REBAR 3' LONG AT 5' INTERVALS (5 PER TIMBER).

PERMANENT FOUNDATION

WILL BE INSTALLED AT TIME OF PERMANENT STRUCTURE

AS PER BUILDING CODE WITH CONCRETE FOOTINGS

AND FOUNDATION WALLS EXTENDING BELOW FROST LINE.

ELEVATION - LEFT SIDE

SIZE
A

FSCM NO.

DWG NO.

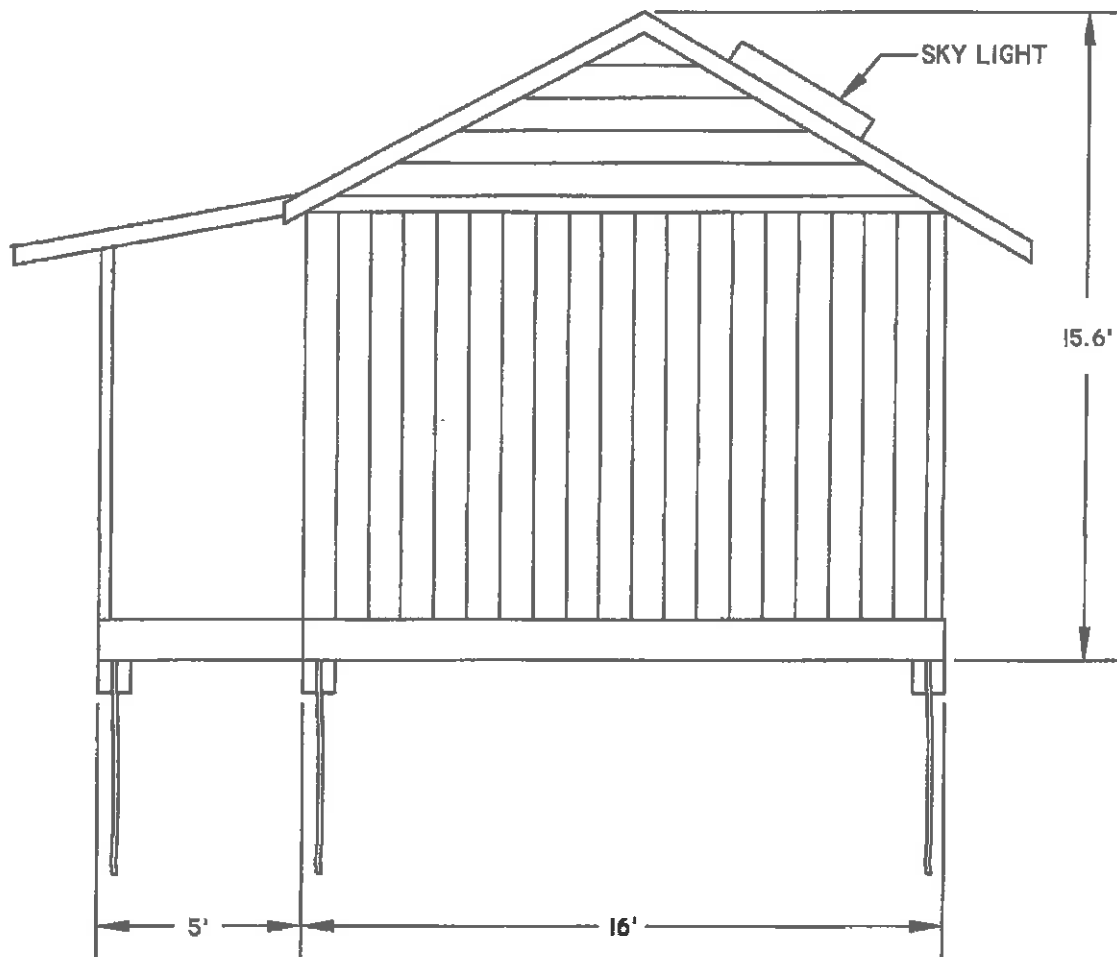
803 VERNON AVE

REV
1.2

ED & JEN KOOCHIN'S ICE CREAM STAND
506 CLIFF AVE., (LOT 3) ENDERBY

SCALE **NTS**

SHEET 6 OF 10



NOTE:

TEMPORARY FOUNDATION

8X8 PRESSURE TREATED TIMBER SKIDS FOR FOUNDATION.

ANCHORED WITH 13MM REBAR 3' LONG AT 5' INTERVALS (5 PER TIMBER).

PERMANENT FOUNDATION

WILL BE INSTALLED AT TIME OF PERMANENT STRUCTURE

AS PER BUILDING CODE WITH CONCRETE FOOTINGS

AND FOUNDATION WALLS EXTENDING BELOW FROST LINE.

ELEVATION-RIGHT SIDE

SIZE
A

FSCM NO.

DWG NO.

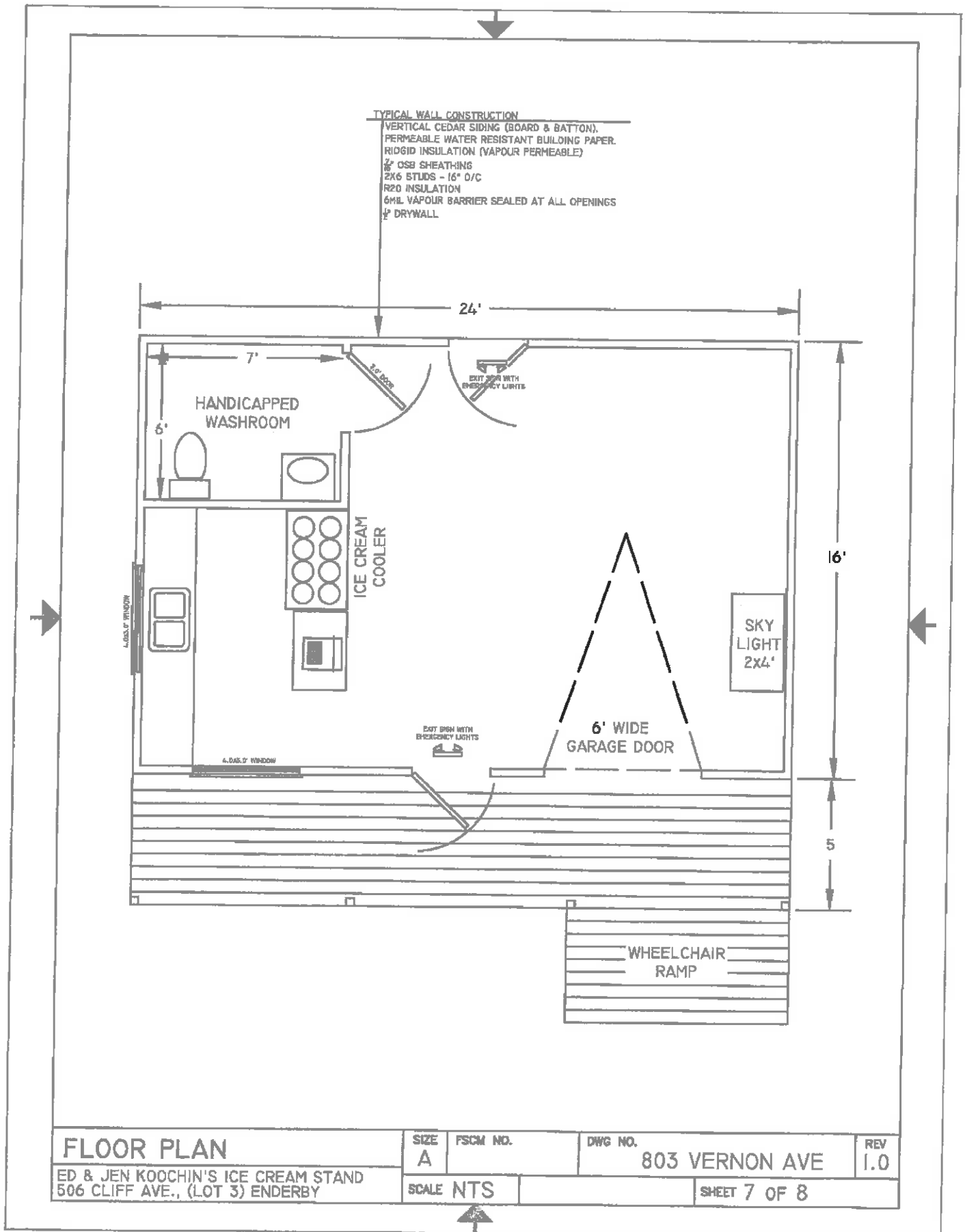
803 VERNON AVE

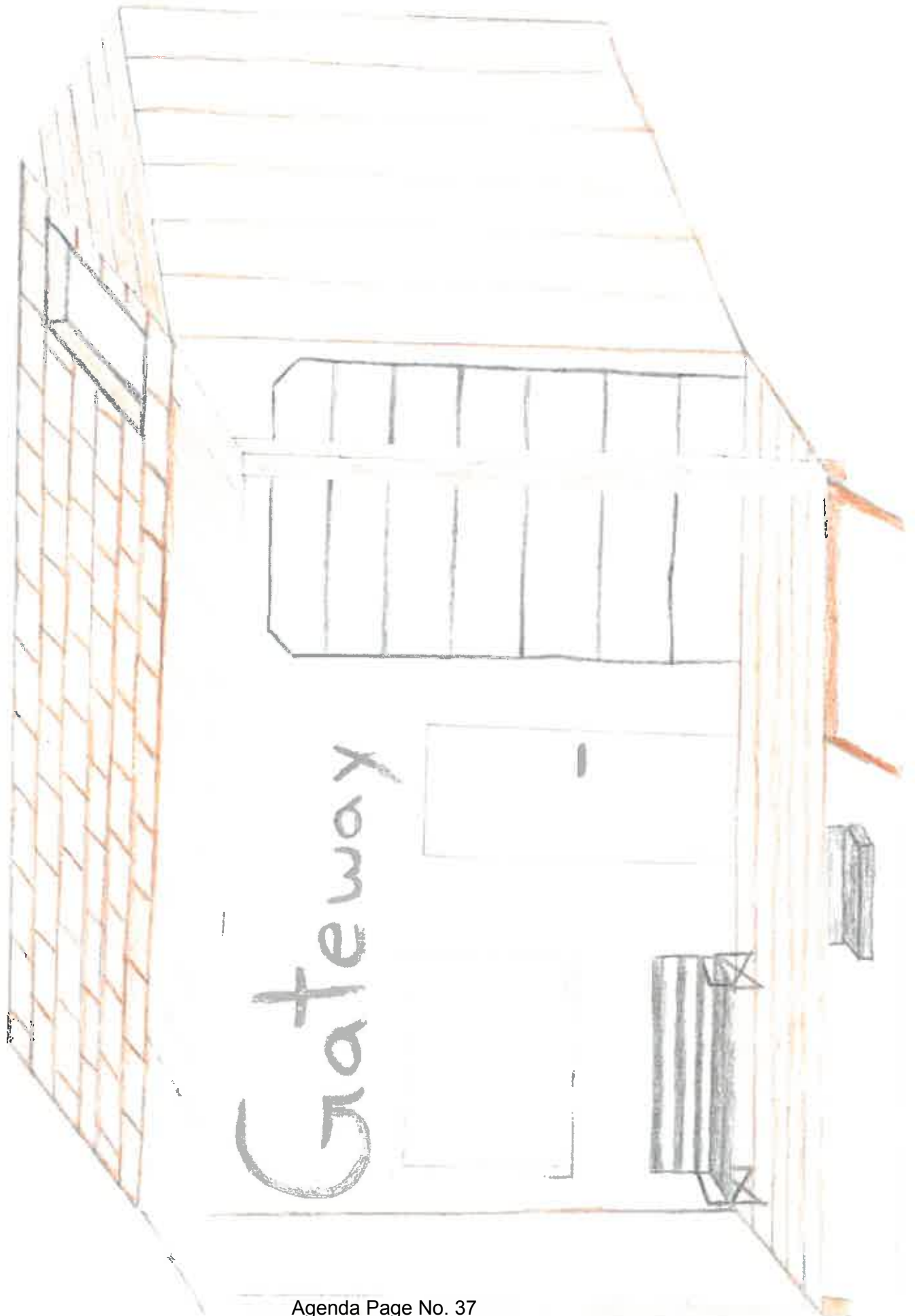
REV
1.2

ED & JEN KOOCHIN'S ICE CREAM STAND
506 CLIFF AVE., (LOT 3) ENDERBY

SCALE NTS

SHEET 5 OF 10









TEMPORARY USE PERMIT

Application / File No.: 0001-16-TUP-END

To: Edward and Jennifer Koochin

Address:

1. This Temporary Use Permit is issued in accordance with Division 8 of the *Local Government Act* and subject to compliance with all applicable Bylaws of the City of Enderby, except as expressly varied.
2. This Temporary Use Permit applies only to those lands described below, and any and all buildings, structures, or other development thereon:

Lot 3, Block 11, District Lot 150, Kamloops (formerly Osoyoos) Division Yale District, Plan 211A

P.I.D #:003-486-401

(506 Cliff Avenue)

3. Temporary Use Permit 0001-16-TUP-END is hereby approved allowing the placement of a temporary building on the subject property for the purposes of food service and retail sales, subject to the following conditions:
 - a) Throughout the duration of the Temporary Use Permit, the applicant must provide adequate dust control measures for the subject property;
 - b) Throughout the duration of the Temporary Use Permit, the applicant must ensure that particulate matter is not tracked onto Vernon Street beyond what is currently occurring;
 - c) Throughout the duration of the Temporary Use Permit, the applicant must provide sufficient on-site garbage and recycling receptacles which are well-maintained;

- d) The applicant must provide security in the form an irrevocable letter of credit, or a cash deposit, in the amount equal to 120% of the estimated costs of removing the temporary building from the subject property;
 - e) The dimensions and siting of the temporary building and parking spaces shall be in general accordance with the attached Schedules 'A' and 'B'; and
 - f) The Temporary Use Permit shall expire on October 1, 2017.
- 4. As a condition of the issuance of this Temporary Use Permit, the Council is holding the security set out below to ensure that development is carried out in accordance with the terms and conditions of this Permit. Should any interest be earned upon the security, it shall accrue to the Permittee and be paid to the Permittee if the security is returned. The condition of the posting of the security is that should the Permittee fail to carry out the development hereby authorized, according to the terms and conditions of this Permit within the time provided, the City of Enderby may use the security to carry out the work by its servants, agents, or contractors, and any surplus shall be paid over to the Permittee, or should the Permittee carry out the development permitted by this Permit within the time set out above, the security shall be returned to the Permittee. There is filed accordingly:
 - a. a Bearer Bond in the amount of \$ **N/A**; or
 - b. a Performance Bond in a form acceptable to the City of Enderby in the amount of \$ **N/A**; or
 - c. an Irrevocable Letter of Credit in the amount of \$ **To be determined based on estimate**;
 - d. a certified cheque in the amount of \$ **N/A**;
 - e. a cash deposit in the amount of \$ **To be determined based on estimate**.
- 5. The land described herein shall be developed strictly in accordance with the terms, conditions and provisions of this Permit and any attached plans and specifications shall form a part of this Permit.
- 6. Temporary Use Permit 0001-16-TUP-END expires on the 1st day of October, 2017.
- 7. Upon expiry of the Temporary Use Permit, the uses of the subject property shall only be those permitted under the Zoning Bylaw in effect at the time of the Permit's expiry.
- 8. This Permit is not a Building Permit.

AUTHORIZING RESOLUTION PASSED BY COUNCIL THE ____ DAY OF ____, ____.

ISSUED THIS ____ DAY OF ____, ____.

Tate Bengtson
Chief Administrative Officer

NOTICE OF PERMIT:

Issued	
Amended	
Cancelled	

Filed with the Land Title Office this ____ day of ____, ____.

Agenda

**CITY OF ENDERBY
REZONING APPLICATION**

File No.: 0001-16-OR-END

June 15, 2016

APPLICANT:	Robert Toews
LEGAL DESCRIPTION:	Lot 1, Section 26, Township 18, Range 9, W6M, KDYD, Plan 12549
P.I.D #:	004-879-716
CIVIC ADDRESS:	141 Salmon Arm Drive, Enderby BC
PROPERTY SIZE:	0.34 hectare (3,400 m ²)
PRESENT ZONING:	Residential Single Family (R.1-A)
PROPOSED ZONING:	Residential Apartment and Multi-Family (R.3)
PRESENT O.C.P DESIGNATION:	Residential Medium Density
PROPOSED O.C.P DESIGNATION:	Residential Medium Density
PROPOSED USE:	Subdivide the subject property into 3 single family strata lots and 1 duplex strata lot, with the remainder of the property and the existing single family dwelling to remain as a separate fee simple lot.

RECOMMENDATION:

THAT Zoning Bylaw Amendment Bylaw No. 1603, 2016 which proposes to rezone the property legally described as Lot 1, Section 26, Township 18, Range 9, W6M, KDYD, Plan 12549, and located at 141 Salmon Arm Drive from the Residential Single Family (R.1-A) zone to the Residential Apartment and Multi-Family (R.3) zone be given First and Second Reading and forwarded to a Public Hearing;

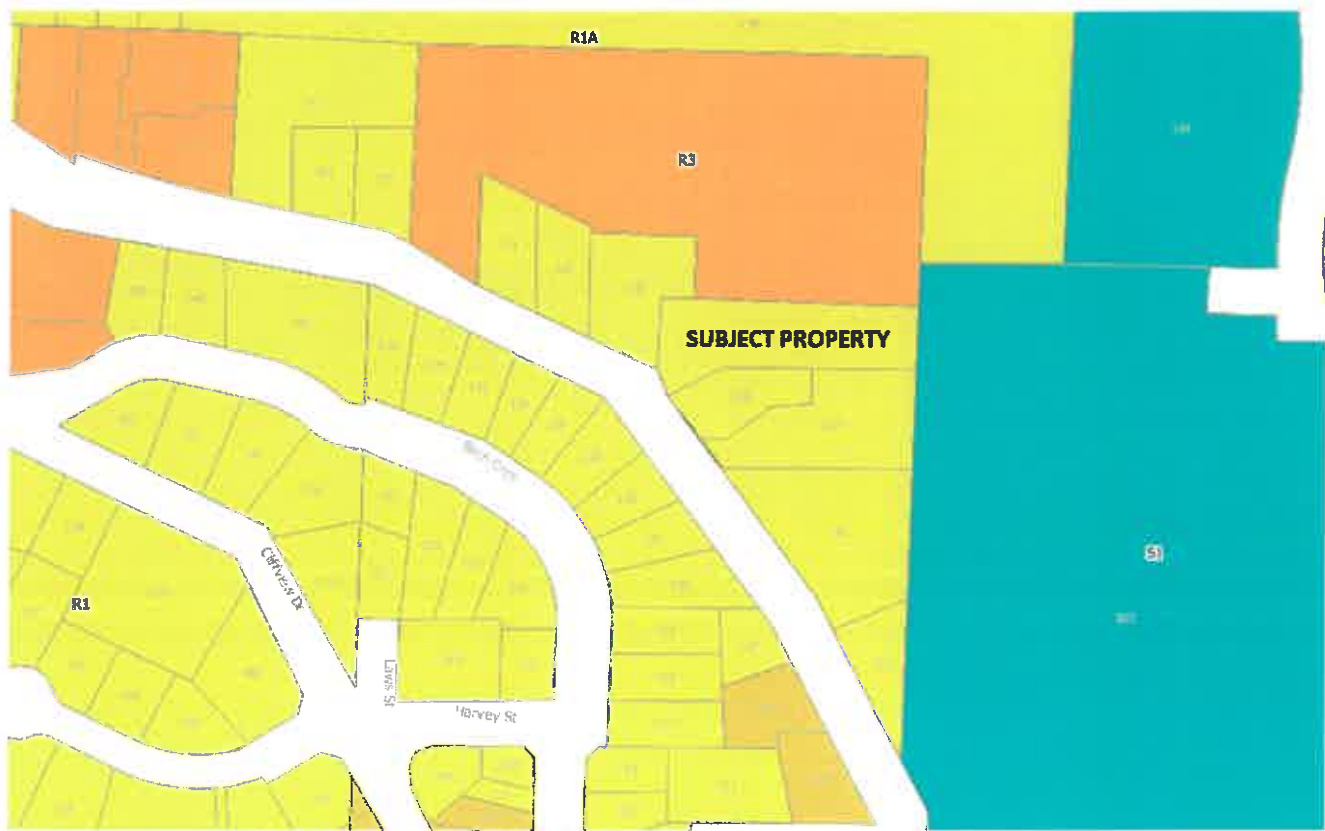
AND THAT, should Council adopt Zoning Bylaw Amendment Bylaw No. 1603, 2016 following the Public Hearing, the amendments shall be of no force or effect until a covenant is registered on the title of the property requiring any new development which increases its density to provide a report sealed by a 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 141 Salmon Arm Drive from the Residential Single Family (R.1-A) zone to the Residential Apartment and Multi-Family (R.3) zone. The purpose of rezoning the subject property is to facilitate a multi-family strata development; the applicant is proposing 3 single family strata lots along with 1 duplex strata lot, with the remainder of the lot and the existing single family dwelling to remain as a separate fee simple lot.

Site Context:

The 0.34 hectare (3,400 m²) property is located along the eastern 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 southwest portion of the subject property. The subject property has a moderately steep slope on the western portion of the lot which tapers off as you go east, with the eastern portion of the lot being relatively flat. Access to the property is gained off Salmon Arm Drive via a paved driveway and a concrete sidewalk fronts the property. The subject property is zoned Residential Single Family (R.1-A) and is designated as Residential Medium Density in the City of Enderby Official Community Plan (OCP). The properties to the south, west, and northwest are zoned Residential Single Family (R.1-A) and are designated in the OCP as Residential Low Density; the property to the north is zoned Residential Apartment and Multi-Family (R.3) and is designated in the OCP as Residential Medium Density; the property to the east is zoned Assembly, Civic, and Public Service Zone (S.1) and is designated as 'School' in the OCP.



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 purpose of rezoning the subject property is to facilitate a multi-family strata subdivision; the applicant is proposing 3 single family strata lots along with 1 duplex strata lot, with the remainder of the lot and the existing single family dwelling to remain as a separate fee simple lot.

Notwithstanding the applicant's proposal, 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 20 dwelling units being developed on the site, and potentially more if the OCP's density bonusing provisions were to apply through the provision of affordable or special needs housing. 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 the 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-A); 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;
- Accessory residential;
- 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.

OFFICIAL COMMUNITY PLAN:

The City of Enderby Official Community Plan (OCP) designates the future land use of the subject property as Residential Medium Density; housing forms permitted within the Residential Medium Density land use designation include single family dwellings, single family dwellings with a secondary suite, two family dwellings, row housing, multiple family dwellings, adult retirement housing, and seniors housing. Given that the permitted uses within the proposed Residential Apartment and Multi-Family (R.3) zone are all permitted housing forms within the property's existing Residential Medium Density OCP land use designation, an OCP amendment is not required for this proposal.

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</i>	<ul style="list-style-type: none"> • <i>Residential Low Density</i> 	<i>80 units/ha/gross</i>

<i>Density</i>	<i>Forms</i> <ul style="list-style-type: none"> • <i>Row Housing</i> • <i>Multiple Family Dwellings</i> • <i>Adult Retirement Housing</i> • <i>Seniors Housing</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' OCP designation, rezoning of the property could result in up to 20 dwelling units being developed on the site, and potentially more if the OCP's density bonusing provisions were to apply through the provision of affordable or special needs housing.

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 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 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, Building Inspector, Fire Chief, and the Ministry of Transportation and Infrastructure.

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 alternate construction methods or 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 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 0.34 hectares (3,400 m²), which makes it one of the larger residential lots in the area. The subject property's lot area of 3,400 m² exceeds the Residential Apartment and Multi-Family (R.3) Zoning designation's minimum lot area for the following uses:

- 350 m² (3,767 square feet) for single family dwellings; or
- 700 m² (7,535 square feet) for two family dwellings; or
- 1,000 m² (10,764 square feet) for three family dwellings; or
- 1,300 m² (13,993 square feet) for four family dwellings; or
- 1,900 m² (20,452 square feet) for apartment, multi-family and adult retirement housing use; or
- 220 m² (2,368 square feet) for each unit of a row housing development, except that the end unit shall have an area of not less than 33 m² (3,552 square feet); or
- 560 m² (6,028 square feet) for convalescent, nursing, and personal care home use.

Surrounding Land Uses

The subject property is located in close proximity to a pocket of properties to the north and northwest which are zoned Residential Apartment and Multi-Family (R.3) and are currently being used for intensive residential purposes (i.e. apartments, townhouses, strata developments); given this, a rezoning of the subject property to the Residential Apartment and Multi-Family (R.3) zone and subsequent redevelopment of the property to a more intensive residential use would be consistent with established intensive residential land uses within the neighbourhood.

Impacts to Adjacent Property Owners

Given the elongated layout of the subject property, it is anticipated that higher intensity development (i.e. taller buildings associated with apartment and multi-family uses) within the eastern portion of the subject property may negatively impact the views of the Valley and Enderby Cliffs for the neighbouring properties to the south located at 139 and 138 Salmon Arm Drive; even though there is significant vertical separation between the eastern portion of the subject property and neighbouring properties to the south, it is not anticipated that this vertical separation is significant enough to overcome the maximum permitted building height of 12 m (39.37 feet) or three (3) storeys for apartment and multi-family use. Although the applicant is not proposing to develop apartment or multi-family housing, it is critical that these uses are considered as part of the planning analysis as the applicant's development plans may change over time or the property may be sold to a developer who may wish to redevelop the property to a more intensive use.



Figure 3: Impacts of Views of Properties to the South

If through the Public Hearing process the adjacent land owners to the south makes public representation regarding concerns of a potential redevelopment of 141 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 Zoning Bylaw Amendment Bylaw subject to the applicant registering a covenant on the title of the subject property which restricts the maximum height of apartment and multi-family buildings to 9 m (29.53 feet) or two (2) storeys except if the average natural slope of the lot exceeds five percent (5%), in which case the height of apartment and multi-family buildings shall not exceed a height of 7 m (22.97 feet) above the centre line of Salmon Arm Drive immediately adjacent to the centre of the front of the principal building; through this approach, no future apartment or multi-family building could exceed the height of what is currently permitted on the subject property through its existing Residential Single Family (R.1-A) zoning designation.

Notwithstanding the above, it is not anticipated that the rezoning of the subject property and its subsequent 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, or west 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 west, it is not anticipated that a potential redevelopment of the site to a more intensive residential use would negatively impact the views of these neighbouring properties, especially if Council were to make adoption of the Zoning Bylaw Amendment Bylaw subject to the applicant registering a covenant on title to restrict the maximum height of apartment and multi-family buildings;
- Given orientation of the neighbouring properties to the north (i.e. their views of the Valley and Enderby Cliffs are to the east and northeast), it is not anticipated that a potential redevelopment of the site to a more intensive residential use would have any negative impact on the use and enjoyment of these neighbouring properties; and
- Given the use of the neighbouring property to the east as a school, it is not anticipated that a potential redevelopment of the site to a more intensive residential use would have any negative impact on the use and enjoyment of this property.

Access

The subject property has approximately 15.24 m (50 feet) of frontage along Salmon Arm Drive which means that it only meets the proposed Residential Apartment and Multi-Family (R.3) Zoning designation's minimum lot frontage requirement for a single family dwelling use (12 m/39.37 feet); given this, if the applicant were to attempt to redevelop the subject property to a more intensive residential land use beyond that of a single family dwelling, the issuance of a lot frontage waiver from Council would first be required. As part of a future Subdivision or Building Permit application, the applicant would be required to submit a more detailed site development plan, at which point the lot frontage waiver request could be considered by Council based on the merits of that future site development plan.

Given the minimal lot frontage of the subject property, coupled with the fact that the applicant is proposing to retain the existing single family dwelling on a separate fee simple lot, there may potentially be access issues associated with the proposed strata subdivision. The applicant is proposing a shared access along the

southern property boundary which would provide access to the existing single family dwelling as well as the proposed strata lots to the east; the merits and viability of this shared access would be considered by the Subdivision Approving Officer once a strata subdivision application has been submitted and a more detailed site development plan has been developed.

Traffic Impacts

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; it is anticipated that Salmon Arm Drive has the capacity to accommodate the increased traffic flows associated with redevelopment of the subject property to a more intensive residential use.

Density/Infill

This application could result in up to 20 dwelling units being developed on the site, and potentially more if the OCP's density bonusing provisions were to apply through the provision of affordable or special needs housing; 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 (which is especially beneficial when located in close proximity to a school, much like the proposed development).

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.

Servicing

As mentioned above, the subject 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 alternative construction methods or 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 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.

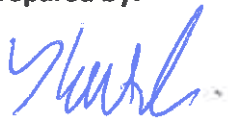
As the subject property cannot meet the fire flows associated with the residential housing forms permitted within the Residential Apartment and Multi-Family (R.3) zone, pursuant to the recommendation of the City's Public Works Manager, it is recommended that Council make its adoption of the proposed 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 141 Salmon Arm Drive from the Residential Single Family (R.1-A) zone to the Residential Apartment and Multi-Family (R.3) zone. The purpose of rezoning the subject property is to facilitate a multi-family strata subdivision; the applicant is proposing 3 single family strata lots along with 1 duplex strata lot, with the remainder of the lot and the existing single family dwelling to remain as a fee simple lot.

Upon consideration of input at the Public Hearing, it is recommended that Council approves the 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.

Prepared By:



Kurt Inglis

Assistant Corporate Officer and Planning Assistant

Reviewed By:

Tate Bengtson

Chief Administrative Officer

File: 0001-16-RZ-END

Applicant: Robert Toews

Location: 141 Salmon Arm Drive, Enderby BC





ALL DISTANCES ARE IN METRES.

REMAINDER
LOT 1
PLAN 8637

STRATA PLAN KAS1081

PLAN KAP50229

(26.49)

36.65

REMAINDER
LOT 1
PLAN 12549
(0.13 ha)

30.45

31.93

Existing
House
#141

Carport

4.28

11.06

25.01

Existing
Carport

REMAINDER
PLAN B1714
(0.10 ha)

6.29

11.99

Existing
House
#139

32.83

8.05

PLAN B1714

Shop
(to be removed)

23.74

10.12

UP

SALMON ARM DRIVE
edge of road

28.81

73.87

PLAN A9568

REMAINDER
PLAN B1713

PROPOSED 4m WIDE
SRW FOR SEWER LINE

Sewer line to be relocated
and SRW abandoned

68.33

LOT 1
PLAN 12549

LOT 1
0.45 ha

11.02

18.47

40.47

LOT 1
PLAN KAP5603

PLAN OF
SUBDIVISI
LOT 1, PL
PART OF
OF L.S. 1
INCLUDED
PLAN B17
PLAN 125
SEC. 26,
W6M, K.D

SCALE: 1 : 50

DATE: 24 Jan.

Mr. Robert T

WILLIAM
B.C. LA
3500
VERNC
TELEPH

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: June 16, 2016
Subject: Unconstructed Road Right of Way Access Area Permit - 16 and 24 Purnell Drive

RECOMMENDATION

THAT Council directs Staff to issue an *Unconstructed Road Right of Way Access Area Permit* to Coleen and Delmar Purnell for 16 and 24 Purnell Drive, subject to the Purnells registering a covenant on the title of 16 and 24 Purnell Drive which:

- i. States that the property cannot be further subdivided until such time as the entirety of Purnell Drive, to the extent of the property's northern boundary, is constructed to the City of Enderby's Subdivision Servicing and Development Bylaw standard (as shown on a reference plan to accompany the covenant);
- ii. Explicitly acknowledges the *Unconstructed Road Right of Way Access Area Permit* and states that access to the property is subject to the Permit; and
- iii. Indemnifies and saves harmless the City of Enderby from any loss, claim, damage or harm.

BACKGROUND

In October of 1991, Coleen and Delmar Purnell received final subdivision approval for the creation of 5 new lots which would front West Enderby Road and a new roadway, Purnell Drive. However, final subdivision approval was given without the construction works being completed by the developer. Given that Purnell Drive was not constructed to City of Enderby Bylaw standards, newly created Lot E (16 Purnell Drive) could not demonstrate reasonable access to the property and a Building Permit was not able to be issued.

In 1994, the City of Enderby entered into an Letter Agreement with Coleen and Delmar Purnell to allow them to construct a private driveway and private water and sewer connections within the Purnell Drive dedication, at their expense and their liability, in order to provide suitable access to 16 Purnell Drive and facilitate the construction of a single family dwelling on this lot; access to 16 Purnell Drive has continued to occur via a private driveway within the Purnell Drive dedication ever since.

In 1997, Clifton and Constance Kjelgren, who owned a neighbouring lot to the north, submitted a subdivision application proposing a new lot fronting West Enderby Road and the remainder of the parent lot to front Purnell Drive (24 Purnell Drive). The Kjelgrens also submitted a Development Variance Permit application requesting to waive the requirement to construct and service Purnell Drive; the Development Variance Permit was ultimately issued with the following conditions:

1. A covenant being registered on the title of the property fronting Purnell Drive which prohibits the construction of any building or structure on the subject property unless and until Purnell Drive is constructed and serviced to the standards of the City of Enderby; and
2. The covenant shall acknowledge the fact that construction and servicing of Purnell Drive shall be carried out at the sole expense of the owner and not the City of Enderby.

The covenant was registered in June of 1997.

The Purnells ultimately purchased 24 Purnell Drive from the Kjelgrens and continue to own the property to this day; this property is virtually undevelopable given the no-build covenant registered on the title of the property, coupled with the fact that the property is not subject to a formal access agreement with the City of Enderby.

The Purnells have engaged with Staff to explore finding a resolution to this land matter which has been outstanding for a number of years. As part of the process of exploring a solution to this land matter, it was critical that Staff ensure fairness to other properties that also have frontage along Purnell Drive; while these properties do not rely upon Purnell Drive for access currently, these properties may have subdivision potential and therefore any solution to the Purnells' immediate land matter must preserve the Purnells responsibility to construct Purnell Drive in the future.

Staff have identified the following solution which will improve the utility of the currently undevelopable 24 Purnell Drive, while at the same time providing fairness to other properties fronting unconstructed Purnell Drive; this solution involves:

1. Discharging the existing no-build covenant registered on the title of 24 Purnell Drive;
2. Discharging the existing Letter Agreement with 16 Purnell Drive;
3. Issuing an *Unconstructed Road Right of Way Access Area Permit* to Coleen and Delmar Purnell for 16 and 24 Purnell Drive; and
4. Requiring the Purnells to register a new covenant on the title of both 16 and 24 Purnell Drive which:
 - i. States that the property cannot be further subdivided until such time as the entirety of Purnell Drive, to the extent of the property's northern boundary, is constructed to the City of Enderby's Subdivision Servicing and Development Bylaw standard (as shown on a reference plan to accompany the covenant);
 - ii. Explicitly acknowledges the *Unconstructed Road Right of Way Access Area Permit* and states that access to the property is subject to the Permit; and
 - iii. Indemnifies and saves harmless the City of Enderby from any loss, claim, damage or harm.

The *Unconstructed Road Right of Way Access Area Permit* (attached) will improve certainty relative to maintenance responsibilities, damages, liability, utility connections, etc., which in turn will enable the City to rely on this Permit as a means of access for both properties until such time as the construction of Purnell Drive is triggered through future subdivision. Given that suitable access to 24 Purnell Drive can be demonstrated through the issuance of an *Unconstructed Road Right of Way Access Area Permit*, the

existing no-build covenant on the property would no longer be necessary. Furthermore, the requirement of the Purnells to register a new covenant on the title of the subject properties would ensure that prospective property purchasers are aware that i) the properties are unable to be subdivided until the entirety of Purnell Drive, to the extent of the property's northern boundary, is constructed to the City of Enderby's Subdivision and Servicing Development Bylaw standard, and ii) access to the properties is subject to an *Unconstructed Road Right of Way Access Area Permit*.

Respectfully Submitted,



Kurt Inglis
Assistant Corporate Officer and Planning Assistant





The Corporation of the City of Enderby
Where the Shuswap Meets the Okanagan

UNCONSTRUCTED ROAD RIGHT OF WAY ACCESS AREA PERMIT

Property Owner(s): _____

Name: _____

Name: _____

Civic Address: _____

(referred to as the "**Permittee**")

Access Area:

That portion of unconstructed road right of way that is located:

as shown outlined in bold in the attached Schedule "A" (referred to as the "**Access Area**")

The City of Enderby (the "**City**") hereby grants to the Permittee permission to enter upon and use the Access Area for the purposes specified below, subject to the terms and conditions contained in this Permit:

Permitted Use: Access, with or without vehicles, to and from the Permittee's lands, which are legally described as: _____

and located at: _____

**Special Conditions
of Use:**

(to be determined by Public Works Manager)

1. The Permittee is permitted to access and use the Access Area only for the Permitted Use and in accordance with any Special Conditions of Use.
2. The Permittee is permitted to install and maintain, at their sole expense, service connections within the Access Area as if they were service laterals on private property.
3. Notwithstanding the above, should the City wish to install municipal infrastructure within the Access Area in the future, the City reserves the right to remove the aforesaid service connections with no compensation or other consideration to the Permittee.
4. The City will provide advanced notice of any intention to disrupt services through the removal of service connections or the installation of municipal infrastructure.
5. The Permittee acknowledges and agrees that:
 - a) It will not do or permit to be done anything which, in the opinion of the City, may cause a nuisance or interfere with or obstruct access to or use of the Access Area;
 - b) The Access Area must remain open to the public at all times and must not be used for parking or storage of vehicles or equipment of any kind;
 - c) The City is not responsible for any such construction, upgrades or maintenance (including snow removal) of the Access Area; all such arrangements are matters solely between the Permittee and any adjacent property owners who may be subject to an Unconstructed Road Right of Way Access Area Permit for the same unconstructed road, and any disputes shall be resolved as a civil matter between the individual parties.
 - d) It will ensure that the Access Area is constructed, upgraded and maintained (including snow removal), at a minimum, to a standard appropriate to provide emergency vehicles with access at all times;
 - e) Any changes or improvements to the Access Area, including construction or installation of driveways or underground utilities within the Access Area, must only be undertaken with the express prior written consent of the City; the City may require the Permittee, at their sole expense, to remove any such changes or improvements described above or to restore the Access Area to its original condition as of the date that this agreement is executed;

- f) If the Access Area is damaged by the act, omission, default or negligence of the Permittee or the Permittee's agents, employees, contractors or any other person admitted to the Access Area by the Permittee (collectively, the "Invitees"), the Permittee will pay to the City, upon demand, such sum as is necessary to restore the Access Area to the condition as of the date herein;
 - g) It will comply with and conform to the requirements of every applicable statute, law, bylaw, regulation, requirement and order from time to time in force pertaining to the condition, maintenance, use or occupation of the Access Area; and
 - h) It will ensure that the safety, economy, and convenience of the public is maintained at all times.
- 6. The Permittee acknowledges and agrees that it is solely responsible for all liability and claims arising out of the access to or use of the Access Area by the Permittee and its Invitees, including, without limitation, all liability and claims for injury, death, loss, damage or expense of any kind whatsoever.
- 7. The Permittee waives any and all claims against the City and releases the City from any and all liability and claims for all injury, death, loss, damage or expense of any kind that the Permittee or any other person may suffer as a result of or in connection with the Permittee's or its Invitee's access to or use of the Access Area, including, without limitation, negligence, breach of contract, breach of statutory duty or duty of care on the part of the City. This release and waiver shall survive expiry or sooner termination of this Permit.
- 8. The Permittee hereby agrees to unconditionally indemnify and hold harmless the City from and against all losses, damages, actions, suits, claims, demands, costs, expenses, fees (including all costs and all legal fees and all disbursements) and liabilities of any nature whatsoever by whomsoever brought, made or suffered for which the City is or may become liable, incur or suffer by reason of any injury to person (including death) or loss or damage to property or economic loss arising directly or indirectly from the Permittee's or Invitee's access to or use of the Access Area. This indemnity shall survive expiry or sooner termination of this Permit.
- 9. This Agreement constitutes the entire and final agreement between the Permittee and the City and supersedes any and all prior oral or written agreements or discussions. This Agreement may not be modified in any respect, except in writing which states the modification and is signed by both the Permittee and the City.
- 10. If any section, subsection, sentence, clause, or phrase of this agreement is for any reason held to be invalid by the decision of any Court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this agreement.
- 11. This agreement shall run with the land and shall be binding on the Permittee and their respective heirs, successors or assigns, and a reference to the agreement shall be registered on the title of the Permittee's property.
- 12. This Permit is not valid until signed by the Permittee and the City's authorized signatory.

13. The Permittee must immediately report all damage to or defects of the Access Area to the City.
14. This Permit does not affect or limit the discretion, rights, duties or powers of the City under the common law or any statute, bylaw, or other enactment.
15. This Permit may be cancelled by the City in its sole discretion at any time without notice.

I/we, the undersigned, hereby represent and warrant that I/we have read and understand all of the terms and conditions of this Permit, and I/we understand that this is a contractual and legally binding document.

THE PERMITTEE:

X: _____

Print Name: _____

Date: _____

X: _____

Print Name: _____

Date: _____

**APPROVED BY THE CITY OF ENDERBY,
by its authorized signatory:**

X: _____

Print Name: _____

Print Title: _____

Date: _____

RDNO Building Permits Issued by Date Range**Category: BUILDING PERMITS****Type: ALL****Area: CITY OF ENDERBY****From Date: May 1, 2016 To Date: May 31, 2016**

Report Code	Folder Number / Status Ref. / Folio	Issued Date	Completed Date	Unit Owner / Builder	House Street	New Units / SQM	Value
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ACCESSORY BUILDING

NEWACC	BP024054 ACTIVE 16-0126-END-BP 208.0727.500	May 3, 2016		120 RIVERDALE DR BUELER, BRIAN E OAK VALLEY HOMES-BRANDEN MAZUR		0 52	24,000.00
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Report Code Totals	Permits: 1	<u>0</u>	<u>24,000.00</u>
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Folder Type Totals	Permits: 1	<u>0</u>	<u>24,000.00</u>
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Category: BUILDING PERMITS**Type: ALL****Area: CITY OF ENDERBY****From Date: May 1, 2016 To Date: May 31, 2016**

Report Code	Folder Number / Status Ref. / Folio	Issued Date	Completed Date	Unit House Street Owner / Builder	New Units / SQM	Value
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SINGLE FAMILY DWELLING

ADDSFD	BP023960 ACTIVE 16-0033-END-BP 208.0464.000	May 3, 2016		603 KING AVE COERS, JAMES	0 0	0.00
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Report Code Totals	Permits: 1	<u><u>0</u></u>	<u><u>0.00</u></u>
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Folder Type Totals	Permits: 1	<u><u>0</u></u>	<u><u>0.00</u></u>
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Report Totals	Permits: 2	<u><u>0</u></u>	<u><u>24,000.00</u></u>
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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: June 7, 2016
Subject: Royal Canadian Legion Branch #98 - Road Closure Application

RECOMMENDATION

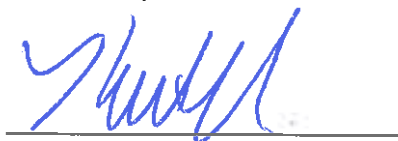
THAT Council receives the Royal Canadian Legion Branch #98's Road Closure application for information.

BACKGROUND

The Royal Canadian Legion Branch #98 has submitted a Road Closure application (attached) related to their Jam Session and Community BBQ events.

As these are not first-time events 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.

Respectfully Submitted,



Kurt Inglis
Assistant Corporate Officer and Planning Assistant

Policy Title	Temporary Road Closures for Community Events
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Adopted: August 13, 2012	<u>Authorized By:</u> Mayor and Council Regular Meeting of August 13, 2012	Replaces: Not applicable
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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.

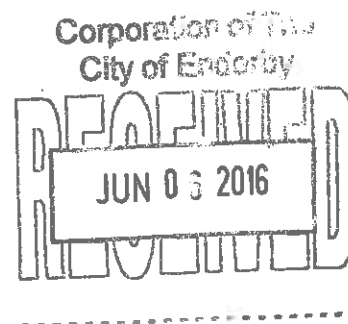
June 6, 2016

City of Enderby

619 Cliff Avenue

PO Box 400

Enderby, B C V0E 1V0



To Whom It May Concern:

The Royal Canadian Legion #98, Enderby requests a temporary road closure on June 23, 2016 from 9 am to 5 pm. Also a short closure on June 26th. From 11 am to 3 pm, just in front of the Legion for a free Community BBQ.

Location of closure for June 23rd. to be Belvedere St. from the laneway to Mill Avenue for Jam Session, dancing in the street and a Community BBQ.

Thank you in advance for your cooperation.

Dee Corea-Jacobson

President of RCL Branch #98 - Enderby

Phone # -250-838-7383 or Fax - 250-838-7235

Email - enderbylegionbar@gmail.com

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

Is this a first-time or relocated event?

Yes

NoName of Sponsoring Organization The Royal Canadian Legion #98Name of Contact Person Dee Corea-JacobsonTelephone or Email 250-838-7283 or enderbylegionbar@gmail.comName of Event Community BBQ, 100 Guitars + Jam SessionDate(s) of Closure June 23/16 (Thursday) + June 26Start time for Closure 9 AM. End time for Closure 5 P.M. 11am - 3 pmLocation of Closure Belvedere St. from Cliff Ave. to
Mill Ave. (Veterans Way)**Required Attachments**

- ☒ Map showing closure and emergency access route
- ☐ Petition of affected business owners (if applicable) - will be notified
- ☐ Certificate of insurance (if applicable) on file.

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 D Corea-Jacobson Date June 6/16**Do Not Complete - For Administrative Purposes**Approved by [Signature] Date June 7, 2016

Certificate of Insurance

Yes

No

N/A

Map

Yes

No

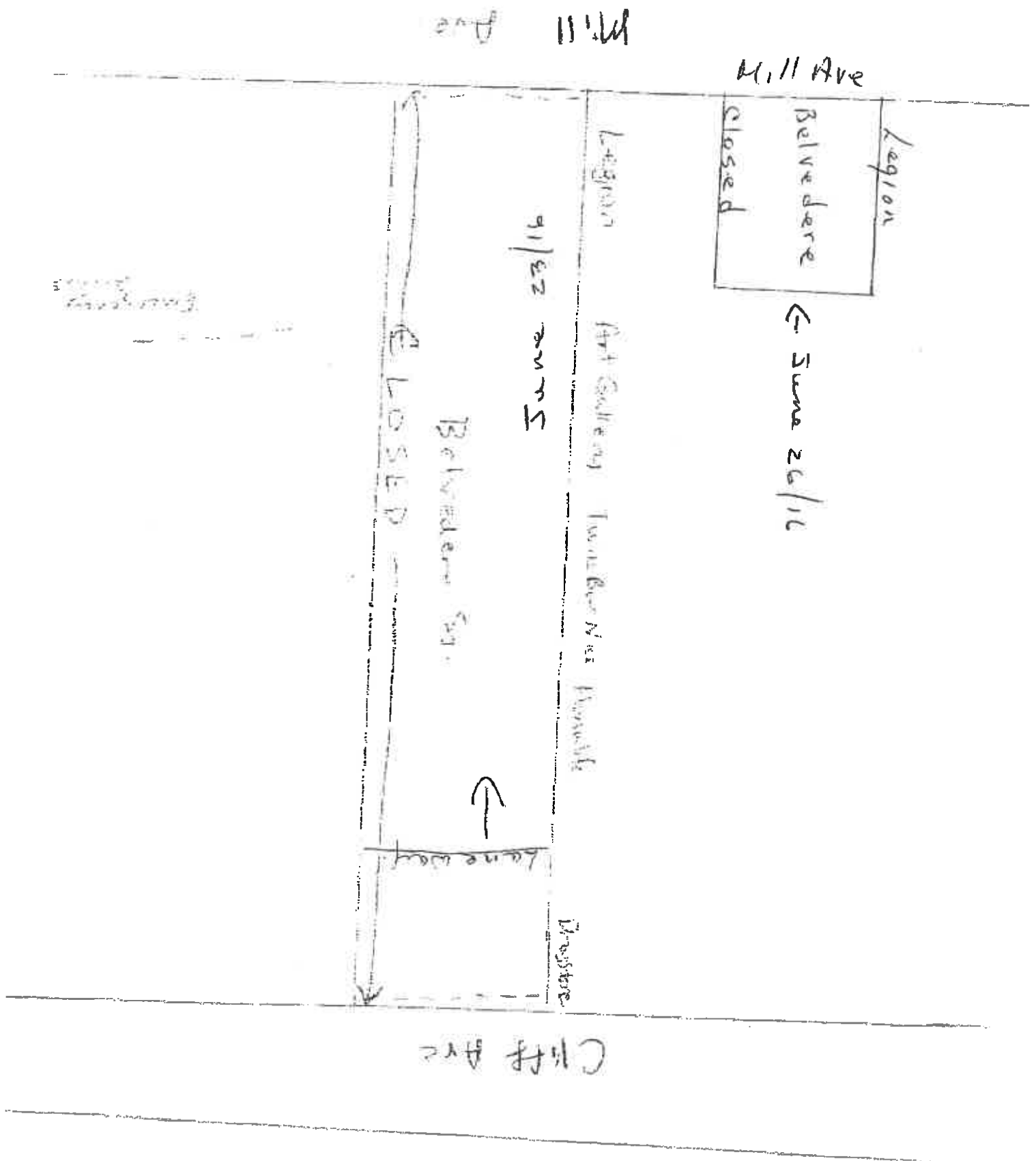
N/A

Petition of Affected Business Owners

Yes

No

N/A



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: June 14, 2016
Subject: Enderby & District Chamber of Commerce - Road Closure Applications

RECOMMENDATION

THAT Council receives the Enderby & District Chamber of Commerce's Road Closure applications for information.

BACKGROUND

The Enderby & District Chamber of Commerce has submitted Road Closure applications (attached) for the Canada Day Celebration (parade and Barnes Park activities).

As these are not first-time events and all requirements for a road closure have been met consistent with the *Temporary Road Closures for Community Events* policy, Staff have approved the applications.

Respectfully Submitted,



Kurt Inglis
Assistant Corporate Officer and Planning Assistant



Enderby & District

CHAMBER OF COMMERCE

Where the Shuswap meets the Okanagan

P.O. Box 1000, 702 Railway Street, Enderby, BC V0E 1V0

Telephone: 250.838.6727 | Fax: 250.838.0123

www.enderbychamber.com | info@enderbychamber.com

June 14, 2016

Tate Bengtson
City of Enderby
Box 400
Enderby, BC V0E 1V0

Re: Enderby's Canada Day Parade

Dear Tate Bengtson:

This year's July 1 celebration will include a pancake breakfast hosted by the Lions Club, a parade, and activities in Barnes Park. Events at the park include games and prizes, classic car show, food vendors, cake, door prizes, and entertainment. The Enderby & District Chamber of Commerce is requesting the closure of Howard Ave, Belvidere Street, Cliff Avenue, and King Ave for the 2016 Canada Day Celebration. Howard Ave, Belvidere Street, Cliff Avenue will be closed for about a 30 minute block at 11am; King Avenue will be closed from around 8am to 4pm with the exception of local traffic. In addition the Enderby & District Chamber of Commerce would like to request the use of barricades from City Works for the street closure.

The Enderby & District Chamber of Commerce would like to thank City of Enderby for their continuing support of this event.

Thank you for your consideration.

Sincerely,

Corinne Van De Crommenacker
General Manager

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's District Chamber of Commerce

Name of Contact Person Corinne Van De Crommenacker

Telephone or Email corinne@enderbychamber.com

Name of Event Canada Day Parade 2016

Date(s) of Closure July 1, 2016

Start time for Closure 10:45am

End time for Closure 11:30am

Location of Closure Howard Ave, Belvedere St., & Cliff Ave

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 June 13, 2016

Do Not Complete – For Administrative Purposes

Approved by [Signature] Date June 14, 2016

Certificate of Insurance

Yes

No

N/A

Map

Yes

No

N/A

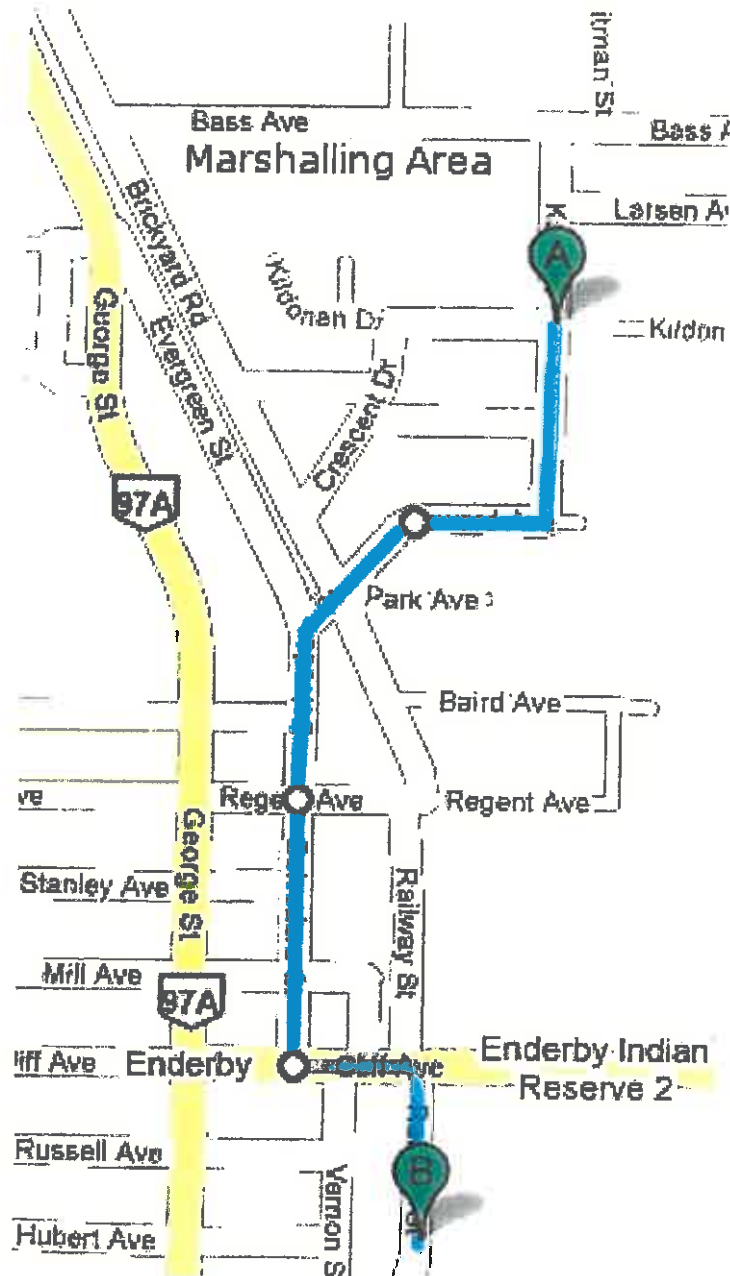
Petition of Affected Business Owners

Yes

No

N/A

Parade Route Map



Please return this form to the *Enderby and District Chamber of Commerce*

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's District Chamber of Commerce

Name of Contact Person Corinne Van De Crommenacker

Telephone or Email corinne@enderbychamber.com

Name of Event Canada Day Celebrations

Date(s) of Closure July 1, 2016

Start time for Closure 7am End time for Closure 4pm

Location of Closure King Ave / local traffic flow not affected.

Required Attachments

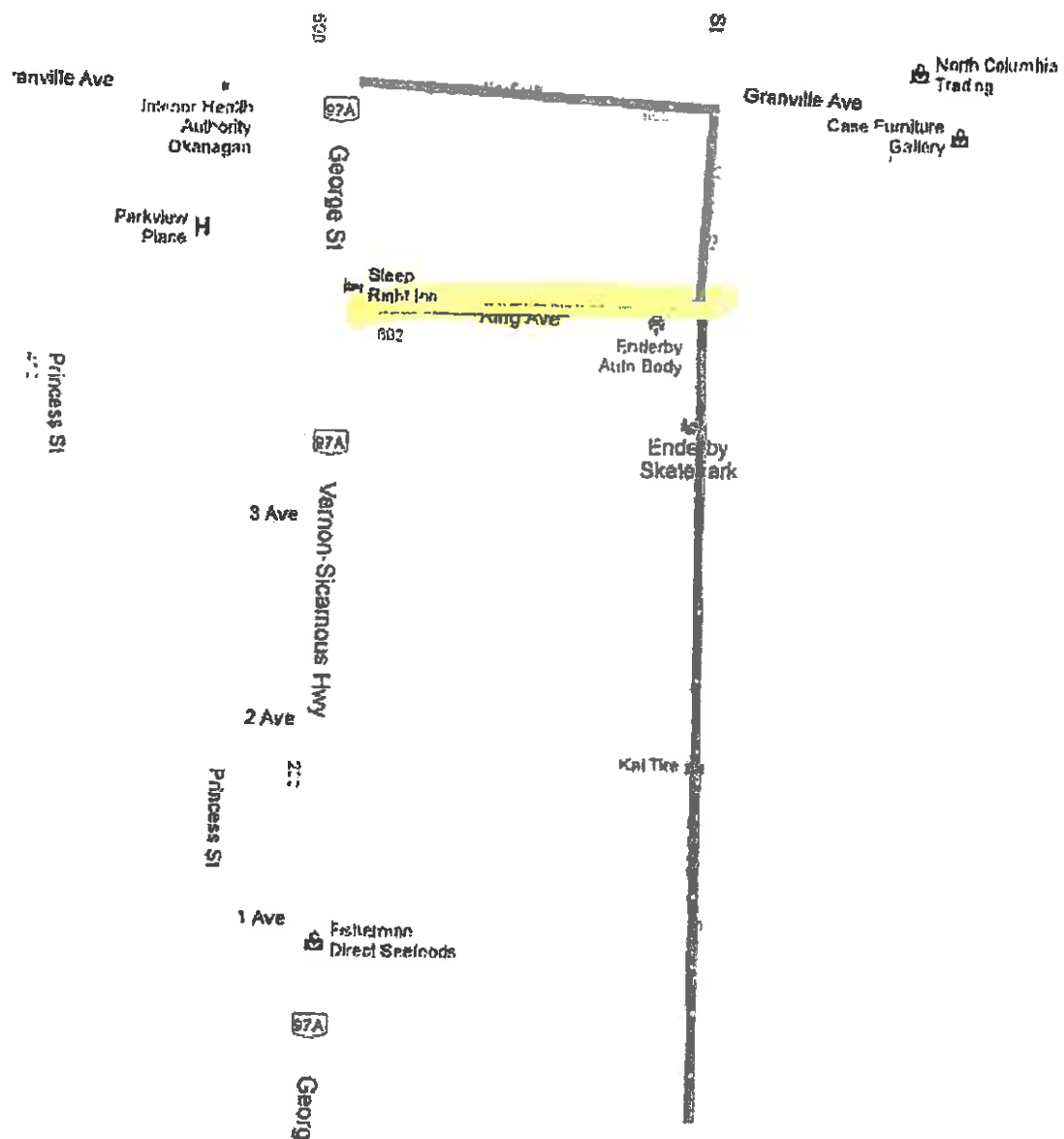
- ☒ Map showing closure and emergency access route
- ☐ Petition of affected business owners (if applicable)
- ☒ Certificate of insurance (if applicable)

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 June 14, 2016

Do Not Complete – For Administrative Purposes			
Approved by	<u>[Signature]</u>	Date	<u>June 14, 2016</u>
Certificate of Insurance	<u>Yes</u>	No	N/A
Map	<u>Yes</u>	No	N/A
Petition of Affected Business Owners	<u>Yes</u>	No	<u>N/A</u>





Agenda

Reference: 300010

June 9, 2016

Dear Mayors, Councillors and Regional District Chairs and Directors:

As a follow up to my letter of March 30, 2016, regarding the *Water Sustainability Act* (WSA), I would like to highlight some key changes that are now in effect under the Act and new regulations that will affect many local governments. An information session on these changes has been scheduled for Tuesday, June 28 for local government staff. Given the possibility of drought and water scarcity this summer, I would also like to take this opportunity to highlight the relationship between the WSA and drought planning.

Information Sessions

Ministry staff are hosting a one-hour teleconference for local government staff, highlighting the key changes arising from the WSA and new regulations. The teleconference will take place on **Tuesday, June 28 at 2-3pm**. To attend the teleconference, please call 1-877-353-9184 and use access code 3425678#. Presentation material will be posted in advance at <http://www2.gov.bc.ca/gov/content/environment/air-land-water/water/laws-rules/water-sustainability-act>.

Please email livingwatersmart@gov.bc.ca in advance of, or during, the information session if you have specific questions you would like addressed.

Groundwater Licensing Requirements

The WSA and new regulations came into force on February 29, 2016. The most immediate implication of the WSA is groundwater licensing. Approximately 20,000 existing groundwater wells, including those associated with waterworks, irrigation and storage purposes, will now require a licence. Local governments with existing wells associated with drinking water supply, irrigation, park operations and other uses will need to apply for water licence(s). There is an exemption to this requirement for individual household wells used for domestic purposes—these wells are not licensable, nor are they subject to water fees or annual rentals.

Bringing approximately 20,000 existing groundwater wells into the regulatory system is a significant undertaking. Due to the workload associated with licensing existing groundwater use and the number of proposed regulations and policies government is taking a phased approach to implementing the new Act. As work is initiated on the next phase of regulations, the Ministry of Environment will continue to work closely with the Ministry of Forests, Lands and Natural Resource Operations; the Ministry of Agriculture; the Ministry of Community, Sport and Cultural Development; the Ministry of Health, and other agencies to assess the implications for First Nations, local governments and other stakeholders.

For groundwater use that began prior to the Act coming into force, the regulations provide a three-year transition period in which to apply for a licence; application fees will be waived during the first year of the transition period to March 1, 2017. Annual water rentals for existing non-domestic groundwater users accrue starting February 29, 2016, regardless of when an application for a licence is submitted within the three-year transition period. The [new water fees and rentals](#) announced last year apply to both surface water and groundwater use.

...2

Ministry of
Environment

Office of the
Minister

Mailing Address:
Parliament Buildings
Victoria BC V8V 1X4

Telephone: 250 387-1187
Facsimile: 250 387-1356

Drought Response

Provincial drought response planning is underway to prepare for the possibility of drought and water scarcity conditions this summer. We appreciate the efforts of many local governments that are working hard to prepare for drought. The WSA brings new tools to help the Province respond to drought, which may involve taking action more frequently to regulate surface water and groundwater use to maintain water supplies, particularly for essential household use and to protect fish and aquatic ecosystems. In times of drought, groundwater users including those that have not yet applied for a licence may be regulated if their use is considered to be hydraulically connected to surface water sources. Find the latest information on drought in British Columbia at the [Drought Information Portal](#).

Further References

I have attached brochures that provide an overview of the WSA and groundwater licensing. More information about the Act and implications of the new regulations can be found on the Province's water webpages at <http://www.gov.bc.ca/water>. For specific direction and guidance on how to apply for a groundwater licence, please visit FrontCounter BC at <http://www.frontcounterbc.gov.bc.ca>. If you have further questions about the changes, please contact Mr. Ian Graeme, Manager of Watershed Sustainability for the Ministry of Environment, at 250 356-6663 or via email at livingwatersmart@gov.bc.ca.

In closing, I appreciate your commitment to water stewardship and look forward to continuing to work with you and your communities to manage and protect British Columbia's water resources for current and future generations.

Sincerely,



Mary Polak
Minister

Attachments (2)

cc: Honourable Peter Fassbender, Minister of Community, Sport and Cultural Development
Honourable Terry Lake, Minister of Health
Honourable Norm Letnick, Minister of Agriculture
Honourable Steve Thomson, Minister of Forests, Lands and Natural Resource
Operations
Al Richmond, President, Union of BC Municipalities
Gary MacIsaac, Executive Director, Union of BC Municipalities

Government also has new tools for managing water during shortages, including temporarily restricting surface water and groundwater use to protect essential household needs and critical environmental flows.

An updated and expanded Groundwater Protection Regulation (GWPR) applies to all well owners regardless of how the water is used. The new GWPR includes more requirements to ensure that water wells are properly constructed, maintained, and at the end of their service, deactivated and decommissioned to protect the quality and safety of our groundwater.

An updated Dam Safety Regulation introduces new requirements for dam owners related to emergency planning, contact information and placement of signage.

What happens next?

With the regulations related to essential water management activities, e.g., authorizing water use, now in effect, work on other regulations to fully implement the *Water Sustainability Act* will be initiated. Priority regulations to be started in the coming years include livestock watering, measuring and reporting, and water objectives, among others.

For more information:

For more on applying for licences and approvals contact FrontCounterBC at 1-877-855-3222 or visit www.frontcounterbc.gov.bc.ca

For more on the provincial water program visit: www.gov.bc.ca/water

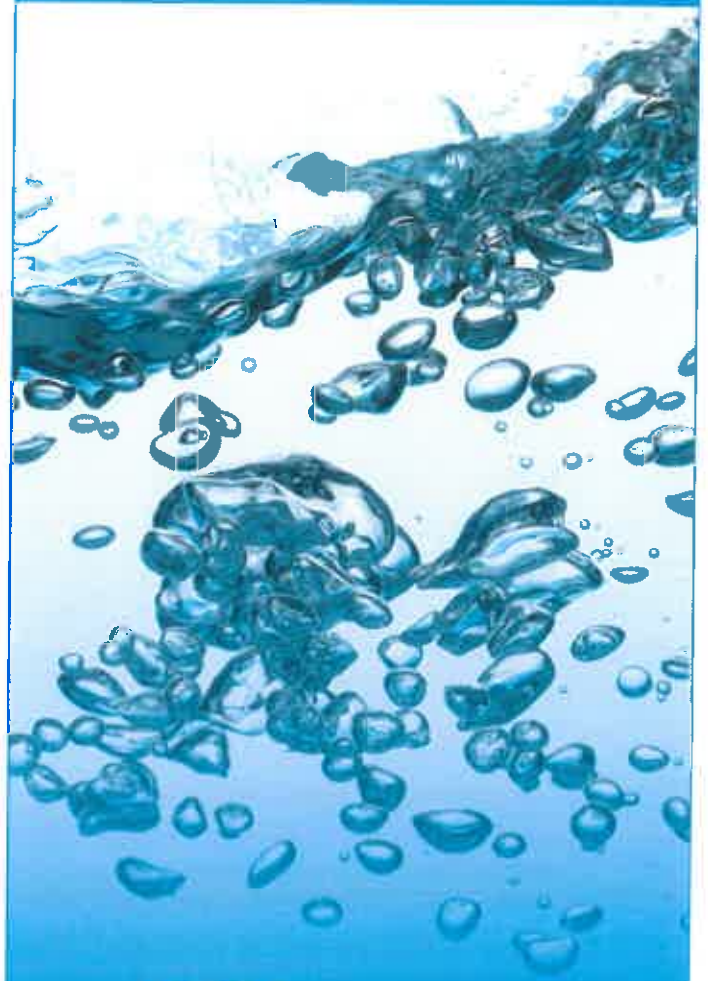
For more on the development of the legislation and implementation visit: <http://engage.gov.bc.ca/watersustainabilityact>

Questions on these changes?

Email: Livingwatersmart@gov.bc.ca

Water Sustainability Act

NEW RULES NOW IN EFFECT
February 29, 2016



BRITISH
COLUMBIA

Water Sustainability Act now in force

The *Water Sustainability Act* (WSA) and the first phase of regulations were brought into force on February 29, 2016. The WSA will benefit all British Columbians — our communities and families, our environment and our economy.

Important Changes for Water Users

The WSA updates and replaces the previous *Water Act*, bringing in a number of important changes for existing and new surface water and groundwater users.

Key changes that are now in effect under the WSA and new regulations include:

- » New water rights and licensing requirements for non-domestic groundwater users (e.g., industrial, agricultural)
- » Stronger protection for aquatic ecosystems
- » New fees and rentals for water use
- » Expanded protection of groundwater including new requirements for well construction and maintenance
- » Increased dam safety and awareness, and compliance and enforcement

Much of the *Water Act* has been brought into the WSA and existing surface water rights granted under the *Water Act* will continue. In some circumstances, the WSA may change how these rights may be exercised, such as during times of drought or water scarcity.

Licensing Groundwater Use

Managing groundwater and surface water together will better protect the security and safety of this resource. As of February 29, 2016, all non-domestic groundwater users including existing users are required to apply for a water licence, and pay an application fee and annual water rentals. There is a three-year transition period for existing groundwater users to submit this application.

Domestic well owners — i.e., homeowners with a well that provides water for household use, lawn and garden watering, and water for domestic animals — are exempt from licensing and paying provincial water fees and rentals. Domestic well owners are strongly encouraged to register their well by contacting FrontCounterBC to make their use known so it can be protected.

Visit www.frontcounterbc.gov.bc.ca for information on how to apply for a groundwater licence or to register your domestic well.

New water fees and rentals

New fees and rentals, announced in February 2015, are intended to recover the costs of implementing the new WSA, and provide more tools to sustainably manage B.C.'s water resources, including regulating groundwater use for the first time. All rates are the same for surface water and groundwater use. Fees and rentals are generally not applied to provincial or federal governments, or First Nations use on reserve or Treaty lands.

Annual water rentals for existing non-domestic groundwater users accrue starting February 29, 2016, regardless of when an application for a licence is submitted within the three-year transition period. Applications for existing non-domestic groundwater use filed within 12 months from when the WSA came into force (on or before March 1, 2017) are exempt from the application fee.

If you already have a water licence for surface water, the change in your water bill will depend on the water use purpose(s) specified in your water licence. Use the Water Rent Estimator (www.gov.bc.ca/waterrentestimator) to estimate your application fees and water rentals for a water licence or use approval.

Other changes under the WSA

A new requirement to consider environmental flow needs in decisions, and expanded prohibitions on dumping debris into streams and aquifers provides stronger protection for aquatic ecosystems.

1. Gather evidence to show when groundwater was first used

Compile available information relating to the history of groundwater use from the well. To receive a licence date of precedence that is based on when groundwater use began, an applicant must describe the history of groundwater use, to the best of their knowledge, and provide evidence of the date of first use. Evidence can consist of documentation about the well, as detailed above, and information such as government-issued certificates or permits (e.g., Crown land occupancy permit), historical records or photographs, Traditional Land Use or archeological studies.

2. Ensure you have the appropriate permits

If your well or related works (e.g., pipelines, storage reservoirs) cross or occupy Crown land, you will be required to demonstrate that you have the appropriate permit to occupy Crown land, or that you have applied for a permit. If you do not already have a Crown land occupancy permit, you will be prompted to apply for one as part of the water licence application process.

3. Estimate the annual water rental

Visit the [Water Fees and Rental Rates](#) web page to learn about annual water rentals and the rates that will apply to your water use purpose(s). Use the [Water Rent Estimator](#) to estimate the fees and rentals that may be charged for your licence application and water use.

Ready to start your water licence application?

Visit www.frontcounterbc.gov.bc.ca

Contact FrontCounter BC at 1-877-855-3222

To register for a BCeID account visit <https://www.bceid.ca/>

More information:

For more on the provincial water program or to access this brochure online visit www.gov.bc.ca/water

For more on the development of the legislation and implementation visit

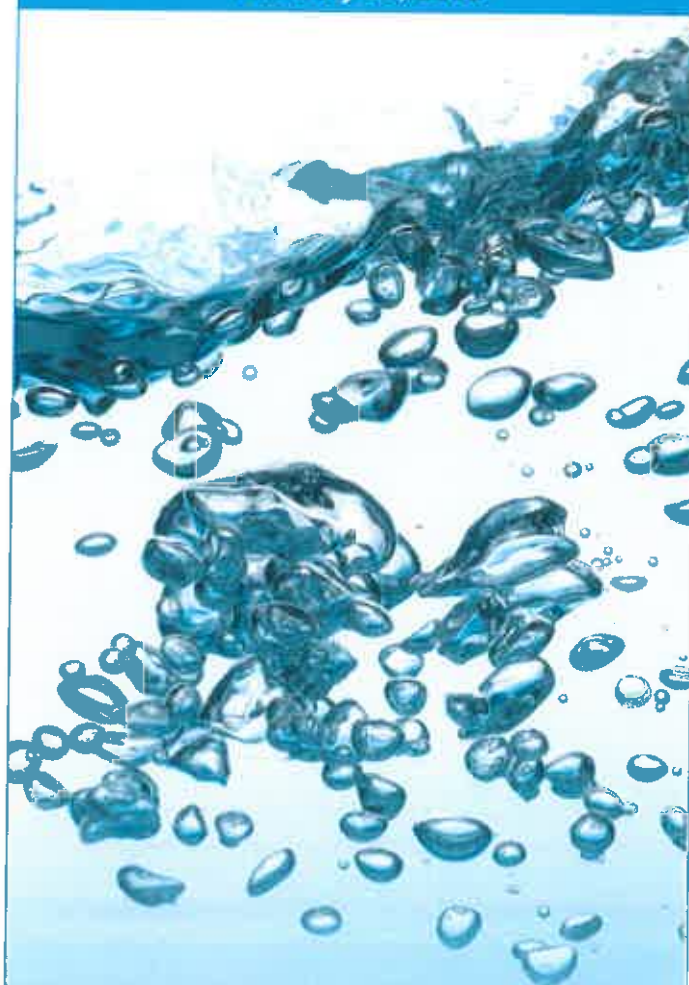
<http://engage.gov.bc.ca/watersustainabilityact>

Still have questions?

Email: Livingwatersmart@gov.bc.ca

Licensing Groundwater Users

NEW REQUIREMENTS IN EFFECT
February 29, 2016



BRITISH
COLUMBIA

Water Sustainability Act now in force

BC's new *Water Sustainability Act* (WSA) and the first phase of regulations were brought into force on February 29, 2016. New regulations include licensing requirements for non-domestic groundwater users.

What are the new licensing requirements for non-domestic groundwater users?

- » All irrigators, industries, waterworks and others who divert and use groundwater for non-domestic purposes are required to apply for a water licence, pay an application fee and annual water rentals.
- » Existing groundwater users (who were using groundwater on or before February 29, 2016) will be brought into the water licensing and First-In-Time-First-In-Right priority allocation system.
- » There is a three-year transition period (from February 29, 2016 to March 1, 2019) during which existing groundwater users who apply for a licence will be eligible for a licence date of precedence that is based on evidence of when the groundwater was first used.
- » Application fees will be waived for licence applications for existing groundwater users that are submitted during the first twelve months from when the WSA came into force (from February 29, 2016 to March 1, 2017).
- » Annual water rentals for existing groundwater use will begin to accrue from February 29, 2016, regardless of when a licence application is submitted during the three-year transition period.
- » New groundwater users must pay licence application fees and if a licence is authorized, will receive a licence date of precedence which is generally the date of application. Annual water rentals will be charged from the date the licence is issued.

What if I am a domestic well owner?

Domestic well owners – i.e., homeowners with a well that provides water for household use, lawn and garden watering, and water for domestic animals – are exempt from licensing and paying provincial water fees and rentals. Domestic well owners are encouraged to register their well by contacting [FrontCounter BC](#) to make their water use known so it can be protected.

Does groundwater use on First Nations reserve or Treaty lands require a groundwater licence?

Existing or new non-domestic groundwater users are required to apply for a water licence. Water fees and rentals are generally not applied to First Nations use of water on reserve or Treaty lands.

Domestic groundwater users are exempt from licensing and paying provincial water fees and rentals.

How do I apply for a groundwater licence?

Existing and new groundwater users can submit an application for a water licence through [FrontCounter BC](#). Application and guidance information on the FrontCounter BC website will help applicants assemble their applications. Information requirements may be different if you are an existing or new groundwater user.

To prepare for the application process groundwater users can take the following steps:

1. Apply for a BCeID if you don't already have one

Having a BC online account ([BCeID](#)) will allow you to save your application and return to it later so you won't have to complete the entire process in one session.

2. Gather information about your well(s)

Compile all available information about your well regarding its location, depth and construction. The well identification plate number, well construction reports, invoices from work done on the well or installation of the well pump, pumping records, pump test reports and water quality test results are examples of useful sources of information. You can also search the [Provincial WELLS database](#), using the well identification plate number or property location to see if a record for your well exists.

3. Determine the appurtenancy, water use purpose and quantity

All water licence applications must include the legal description of the land, mine or undertaking where the water will be used (known as the "appurtenancy") and the applicant's title to or interest in that appurtenancy. Applications must also specify the [water use purpose\(s\)](#) (e.g., irrigation, waterworks) for which the water is being used and the quantity of water used for each water use purpose.

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: June 15, 2016
Subject: Terms of Reference for Illegal Dumping Reporting Program

RECOMMENDATION

THAT Council considers and provides comment on the proposed Terms of Reference for an Illegal Dumping Reporting Program.

BACKGROUND

At its Regular Meeting of April 4, 2016, Council directed Staff to explore the viability of establishing an Illegal Dumping Reporting Program.

Staff have developed the following Terms of Reference for such a program and are seeking feedback and comments from Council which will inform the development of an Illegal Dumping Reporting Policy:

Purpose

Illegal dumping poses a number of health, safety, environmental and economic threats, including:

- Injuries to individuals and children who may come into contact with the dump site;
- Spread of disease carried by animals and insects that are attracted to the dump site;
- Contamination of soil, groundwater, and waterways;
- Unsightliness within the community; and
- Costs to taxpayers (costs related to removal and remediation of dump sites are borne by the Municipality).

The purpose of an Illegal Dumping Reporting Program is to mobilize the community to combat illegal dumping by providing more effective mechanisms for individuals to report instances where they witness such behaviour, and to support grassroots initiatives to clean-up dump sites.

Definition of Illegal Dumping

Illegal dumping is defined as waste illicitly deposited in public areas instead of an appropriate receptacle, transfer station, or dump site.

Littering also involves the illicit disposal of waste in private or public areas, but on a smaller scale; although the enforcement of littering is critical, the purpose of this program would be to combat illegal dumping which occurs at a larger scale.

A critical element of the Illegal Dumping Reporting Program will be clarifying the difference between littering and illegal dumping and communicating this to the broader public.

Reporting

As previously noted, the public plays a critical role in observing and reporting illegal dumping; providing more effective mechanisms for individuals to report instances where they witness such behaviour would ultimately lead to more reports and tips being submitted, which in turn would strengthen the City's enforcement ability.

In order to promote reporting of illegal dumping, Staff are proposing that a 'Report Illegal Dumping' page be developed for the City's website which would include program information, an online reporting form, and detailed instructions on how to report instances of illegal dumping. This page would provide a convenient, effective, and readily-available tool for individuals to report instances where they witness illegal dumping, and would ensure that the City receives all the necessary information required to pursue enforcement.

In addition, the City would offer a reward in instances where a report led to successful bylaw conviction of the offenders and payment of the fine. Richmond is a municipality that has implemented a reward system whereby residents who contact the City to report illegal dumping on City lands are eligible for a \$200 reward if the report leads to a bylaw conviction of the offenders; Staff are proposing a similar \$200 reward but it would be conditional upon a successful bylaw conviction and payment of the fine. It should be noted that it would be at the City's discretion to determine whether or not to pursue collection of outstanding payments (i.e. collections, prosecution, etc.).

A critical element of the Illegal Dumping Reporting Program will be to clearly communicate the criteria for when a reward would be given (conviction of the offender(s) and payment of the fine) in order to avoid public expectations of an immediate reward when a report has been made.

Community Clean Up

The Illegal Dumping Reporting Program could also be used to encourage and support community clean-ups of illegal dump sites; this could involve the City providing free garbage bags and gloves to participants and working with the Regional District of North Okanagan (RDNO) to waive tipping fees consistent with the RDNO's *Recycling and Disposal Fee Reimbursement for Community Clean-Ups Policy* (attached).

Amendments to City Bylaws

In order to facilitate an Illegal Dumping Reporting Program, Staff would need to develop illegal dumping bylaw provisions which would be incorporated into the City's regulatory framework. Furthermore, the City's *Municipal Ticketing Information System Bylaw No. 1481, 2010* and *Bylaw Notice Enforcement Bylaw No. 1581, 2015* would need to be amended to include penalties for illegal dumping. Given the serious nature of illegal dumping, Staff are proposing to set the ticket fine amounts at \$1,000 for an MTI, which is the maximum amount allowed under Section 2 of the Bylaw Enforcement Ticket Regulation of the *Community Charter*, and \$500 for a Bylaw Notice, which is the maximum amount allowed under the *Local Government Bylaw Notice Enforcement Act*; both the MTI and Bylaw Notice would have a 50% reduction if

paid within 30 days of the issuance of the ticket. As an alternative to ticketing, the City also has the ability to prosecute under the *Offence Act* which could result in a fine of up to \$10,000 and a jail term of up to 6 months.

Marketing

Marketing of an Illegal Dumping Reporting Program could occur through:

1. Creation of a 'Report Illegal Dumping' page on the City's website which would include program information, an online reporting form, and detailed instructions on how to report instances of illegal dumping;
2. Posting program information on the Our Enderby Facebook and Twitter pages; and
3. Submitting Press Releases to local media outlets.

Program Integration

The Province's Report All Poachers and Polluters (RAPP) program is aimed at preventing and combating the issue of illegal dumping on Crown lands; a local Illegal Dumping Reporting Program would help to compliment the RAPP program by helping to fill a gap on non-Crown lands.

Information on the RAPP program could be integrated into marketing materials for the City's Illegal Dumping Reporting Program so that individuals have all the necessary information they need to submit a report under either jurisdiction; however, it is anticipated that some referrals to the Regional District of North Okanagan or RAPP will need to be made.

Respectfully Submitted,



Kurt Inglis

Assistant Corporate Officer and Planning Assistant



REGIONAL DISTRICT OF NORTH OKANAGAN

**POLICY NO.
ENG-SW-001**

RECYCLING AND DISPOSAL FEE REIMBURSEMENT FOR COMMUNITY CLEAN-UP	
Approval Date:	December 11, 2013
Amendment Date(s):	
Repeals Policies:	<p>FAC008 - Use of Recycling and Disposal Facilities by Road Maintenance Contractors and the RCMP</p> <p>GG039 - Tipping Fee Relief for Municipal Staff Disposing Illegally Dumped Refuse</p> <p>GG040 - Tipping Fee Relief for Disposing of Noxious Weeds</p> <p>ENG-SW-001 - Reduced Disposal Fee for Litter</p>

PURPOSE

This policy outlines the terms and conditions under which individuals, non-profit organizations, government agencies or businesses providing a community service, undertaking community clean-ups or removing Litter, Noxious Weeds or Invasive Plants from public land may apply for reimbursement of recycling and disposal fees charged at Regional District of North Okanagan (RDNO) Recycling and Disposal Facilities (RDFs) and Transfer Stations (TSs).


POLICY

Individuals, non-profit organizations, government agencies or businesses providing a community service wishing to receive a reimbursement of recycling and disposal fees charged at RDNO RDFs or TSs for the disposal of litter, noxious weeds or invasive plants collected during community clean-ups or removed from public land, must complete and submit an *"Application for Reimbursement of Recycling and Disposal Fees for Community and Litter Clean Up"* as attached to this policy. Applications received will be reviewed and evaluated based on the eligibility criteria contained herein by the GM-Engineering.

PROCEDURES

1. Words or phrases not defined in this policy shall have the same meaning as used in the Municipal Solid Waste Management Bylaw No. 2572, 2013 as amended.
2. "Invasive plant" means any invasive alien plant species that has the potential to cause undesirable or detrimental impacts to the local economy, human health, animals or ecosystems. Invasive plants species may be listed under the *Forest & Range Practices Act*, *Invasive Plant Regulation*, administered by the Ministry of Forests, Lands and Natural Resource Operations.

3. "Litter" means Municipal Solid Waste that has been deposited illegally on public land or without the consent of the land owner, occupier or other person or authority having control of the land, whether or not the Municipal Solid Waste has any commercial value or is capable of being used for a useful purpose, is delivered to a RDF after a clean up event by employee or volunteers of a local government, thrift store, community group, road maintenance company or the RCMP, and for which pre-approval has been received for disposal at a RDF in writing from the Regional District.
4. "Noxious Weeds" means non-native plants that have been introduced to British Columbia without the insect predators and plant pathogens that help keep them in check in their native habitats as listed in the British Columbia Weed Control Act. This material is considered Municipal Solid Waste if defined as such in the Regional District Solid Waste Management Plan.
5. All customers at RDNO Recycling and Disposal Facilities must pay the appropriate Recycling and Disposal Fee as listed in the Municipal Solid Waste Management Bylaw No. 2572, 2013 as amended at the time of disposal.
6. Applications for reimbursement of recycling and disposal fees collected at RDNO RDFs for the disposal of litter, noxious weeds or invasive plants collected during community clean-ups or removed from public lands will be required to submit an "Application for Reimbursement of Recycling and Disposal Fees for Community and Litter Clean Up" and will be evaluated based on the following criteria;
 - a. quantity of material disposed or recycled
 - b. type of material disposed or recycled
 - c. demonstrated financial need
 - d. availability of alternate funding sources demonstrated by the applicant; and
 - e. budget availability
 - f. public benefit
7. Copies of RDF receipts **must** be attached to the application.
8. Funding for the reimbursement of recycling and disposal fees collected at RDNO RDFs from individuals, non-profit organizations, government agencies or businesses providing a community service for the disposal of Litter, Noxious Weeds or Invasive Plants collected during community clean-ups will be allocated to the Solid Waste Management budget.
9. Consideration for reimbursement of recycling and disposal fees will only be considered for individuals, non-profit organizations, government agencies or businesses providing a community service, undertaking community clean-ups which benefit the community as a whole.
10. The GM Engineering has full authority to approve or reject any application for reimbursement.
11. Unsuccessful applicants for reimbursement of recycling and disposal fees may appeal to the Board of Directors in writing or by appearing as a delegation.

		APPLICATION FOR RECYCLING AND DISPOSAL FEES REIMBURSEMENT FOR COMMUNITY CLEAN-UP	
APPLICANT INFORMATION			
COMPANY/ORGANIZATION NAME:			
MAILING ADDRESS:			
PRIMARY CONTACT PERSON:			
PHONE NUMBER:		CELLULAR NUMBER:	
FAX NUMBER:		E-MAIL ADDRESS:	
PREFERRED MEANS OF COMMUNICATION: <input type="checkbox"/> MAIL <input type="checkbox"/> PHONE <input type="checkbox"/> FAX <input type="checkbox"/> EMAIL			
CHARITABLE OR NON-PROFIT ORGANIZATION: <input type="checkbox"/> Yes <input type="checkbox"/> No		GOVERNMENT AGENCY: <input type="checkbox"/> Yes <input type="checkbox"/> No	
If YES, provide registered charity number: _____			
HAVE PAST APPLICATIONS BEEN MADE FOR REIMBURSEMENT?: <input type="checkbox"/> Yes <input type="checkbox"/> No			
If YES, year of last application: _____			
FEE REIMBURSEMENT			
Describe community and/or litter clean-up activity (include dates, volunteers used, locations, and circumstances of any financial hardship): Attach additional information to support your application, if required.			
AMOUNT OF PROPOSED REIMBURSEMENT REQUESTED: \$			
IMPORTANT: Details of RDF transactions must be provided, please complete table on back of application.			
SIGNATURE OF APPLICANT(S):		DATE:	
FOR OFFICE USE ONLY			
RECOMMEND FOR APPROVAL: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED DATE: _____	
MAXIMUM AMOUNT TO BE REIMBURSED: \$ _____		_____ General Manager, Engineering	
_____ RDF Operations Manager			
THIS APPROVAL IS VALID FROM: _____		TO: _____	
CHEQUE REQUEST FORWARDED TO FINANCE ON: _____			

REGIONAL DISTRICT OF NORTH OKANAGAN
9848 Aberdeen Road
Coldstream, BC V1B 2K8
Phone: 250-550-3700 Fax: 250-550-3701 www.rdno.ca



SUMMARY OF RECYCLING AND DISPOSAL FEES PAID

DATE	RDF	TICKET #	AMOUNT (\$)

REGIONAL DISTRICT OF NORTH OKANAGAN
9849 Aberdeen Road
Coldstream, BC V1B 2K9
Phone: 250-550-3700 Fax: 250-550-3701 www.rdno.ca

THE CORPORATION OF THE CITY OF ENDERBY

Agenda

MEMO

To: Tate Bengtson, CAO
From: Jennifer Bellamy, CFO
Date: June 16, 2016
Re: Municipal Security Issuing Resolutions – 2016 Fall Borrowing

Recommendation:


THAT Council approve borrowing from the Municipal Finance Authority of British Columbia, as part of the *2016 Fall Borrowing Session, Four Hundred Sixty Seven Thousand Dollars* as authorized through "*Upgrades to Cliff Avenue Loan Authorization Bylaw Number 1590, 2016*" and that the *Regional District of North Okanagan* be requested to consent to our borrowing over a twenty year term and include the borrowing in their Security Issuing Bylaw

Background:

When borrowing money over a period of more than five years, a loan authorization bylaw is required, which must have elector approval before the bylaw is adopted. Once the bylaw is adopted, it is forwarded to the Ministry of Community, Sport and Cultural Development in order to obtain a Certificate of Approval from the Inspector of Municipalities. The *Upgrades to Cliff Avenue Loan Authorization Bylaw Number 1590, 2016* has now received its Certificate of Approval.

The next step in the process is to request that the Regional District of the North Okanagan consent to the borrowing. This is done through a Municipal Security Issuing Resolution (MSIR). This council approved resolution, accompanied by a copy of the Loan Authorization Bylaw and Certificate of Approval from the Ministry, is to be forwarded to the municipality's regional district. Upon consent of the undertaking, a regional district will proceed with the issuing of the regional district's Security Issuing Bylaw. This resolution forms part of the legal documentation for the MFA financing and is used to prepare the agreements and demand notes between a regional district and its member municipalities.

Respectfully submitted,



Jennifer Bellamy
Chief Financial Officer