

**REGULAR MEETING OF COUNCIL
AGENDA**

DATE: December 19, 2022
TIME: 4:30 p.m.
LOCATION: Council Chambers, Enderby City Hall

The public may attend this meeting in person or by means of electronic facilities.

Please contact Enderby City Hall at 250-838-7230 or info@cityofenderby.com by 3:30 pm on the day of the meeting to obtain access codes to attend the meeting electronically.

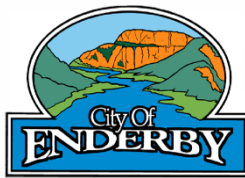
The City of Enderby uses Zoom for its electronic facilities and encourages those who are unfamiliar with the application to test it in advance; for technical support, please contact Zoom.

If you would like to attend this meeting by means of electronic facilities and do not have a computer or mobile phone capable of using Zoom, please let us know and we can provide you with a number that you can call in from a regular telephone.

When applicable, public hearing materials are available for inspection at www.cityofenderby.com/hearings/

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12.	ADJOURNMENT	



THE CORPORATION OF THE CITY OF ENDERBY

Minutes of a **Regular Meeting** of Council held on Monday, December 5, 2022 at 4:30 p.m. in Council Chambers.

Present: Mayor Huck Galbraith
Councillor Tundra Baird
Councillor Roxanne Davyduke
Councillor David Ramey
Councillor Brian Schreiner
Councillor Shawn Shishido
Councillor Sarah Yerhoff

Staff: Chief Administrative Officer – Tate Bengtson
Chief Financial Officer – Jennifer Bellamy
Planner – Kurt Inglis
Clerk-Secretary – Andraya Holmes

Other: Press and Public

APPROVAL OF AGENDA

Moved by Councillor Ramey, seconded by Councillor Davyduke
“THAT the December 5, 2022 Council Meeting agenda be approved as circulated.”

CARRIED

ADOPTION OF MINUTES

Meeting Minutes of November 21, 2022

Moved by Councillor Shishido, seconded by Councillor Yerhoff
“THAT the November 21, 2022 Council Meeting minutes be adopted as circulated.”

CARRIED

DELEGATIONS

Staff Sergeant Steve Mancini, Vernon North Okanagan Detachment, RCMP

S/Sgt. Mancini introduced himself and explained that he works out of the Enderby detachment and oversees administration for rural detachments in the area including Enderby, Armstrong, Falkland, Lumby, and Westside Road.

Explained that the policing model currently in place combines resources for rural areas and allows for 24-hour policing. The RCMP has been working to increase involvement in the community, including volunteering at school events.

There is also an Indigenous Police Service Member that works in the Enderby Office as a Liaison to Splatsin.

Councillor Ramey asked where RCMP members dispatch from if there is a call in Enderby.

S/Sgt. Mancini responded that police start in either Enderby and Armstrong or may be on patrol. Depending on police demand at the time of the call, response times may vary.

Councillor Baird asked what the biggest policing concern is in Enderby.

S/Sgt. Mancini responded that substance abuse and overdose are a concern in the area. Explained that in January, there will be a change in law that decriminalizes possession of drugs up to 2.5 grams which will alter the way that the police manage this issue. There will be more training forthcoming for police regarding this change.

Councillor Shishido expressed concern about 2.5 grams being the allowable limit of any substance when different substances vary significantly in potency.

Councillor Baird stated that the reason for the change given to Council at the UBCM conference in September was to lessen the stigma associated with drug use.

Mayor Galbraith asked if police are given training on how to respond to mental health calls.

S/Sgt. Mancini responded that RCMP are given training and, as well, there are pilot projects forthcoming from Interior Health. One program would have a nurse working with dispatch to help police with calls where mental health support may be required.

Mayor Galbraith asked about to possibility of having a Neighbourhood Watch program in Enderby.

S/Sgt. Mancini responded that a Neighbourhood Watch or Citizens on Patrol program is a possibility, but that it requires dedicated volunteers to run. He will forward literature on the subject to Mayor Galbraith.

Chief Administrative Officer noted that there was a Citizens on Patrol program in Enderby that was discontinued during the pandemic because of the risks of putting volunteers together in vehicles; however, many of the volunteers from that program have since moved on to other things, and it would be necessary to rebuild the program from the ground up.

Councillor Ramey asked if public use of substances will be regulated after the possession of drugs is decriminalized.

S/Sgt. Mancini responded that there will likely be some parameters regarding proximity to schools, etc. but that public use in general is something that the upcoming policy changes will make difficult to address.

Chief Administrative Officer explained that there is an ability to regulate public spaces through bylaws, but there may be significant challenges depending on how the law is implemented.

S/Sgt. Mancini explained that a new program has been implemented in Enderby to offer naloxone training to people brought to the detachment for drug-related reasons. Councillor Yerhoff asked if people have been willing to take this training.

S/Sgt. Mancini explained that the program has been very successful in Vernon, but that it is a relatively new program in Enderby, and there hasn't been much opportunity for uptake so far.

Mayor Galbraith thanked S/Sgt. Mancini for his presentation.

REPORTS

Mayor and Council Reports

Councillor Baird

Reported that Council will be hosting pancake breakfasts for students on December 14th at M.V. Beattie Elementary and December 15th at A.L. Fortune Secondary School.

Council discussed the Enderby Council cards and decided to create two cards, one with a winter and one with a summer theme. Councillor Baird will send a follow-up email to Council to finalize the designs.

A debrief meeting with the Event Coordinator regarding the Christmas light-up and parade is forthcoming.

Councillor Ramey

Attended the Christmas parade and reported that it was well done and attended. Noted that it was good to see Splatsin involved in the parade.

Attended a meeting of the Enderby & District Arts Council, who requested to have an informal meeting with Council at some point in early February 2023. Councillor Ramey will report back to Council with more specific dates.

Councillor Schreiner

Attended a meeting with representatives of Rural Coordination Centre of BC where concerns about access to healthcare and lab services in Enderby were discussed. Explained that there is currently one doctor and two nurse practitioners working in Enderby and that a Nurse Practitioner can do many of the things a doctor can do.

Asked staff to set up a meeting or a delegation from Interior Health to discuss these concerns.

Councillor Yerhoff

Attended the Christmas parade and reported there was great community spirit.

Volunteered at Santa's Workshop. There were many donations to Santa's Workshop this year, and there are senior and adult shopping days coming up.

Will be meeting soon with Feed Enderby & District.

Has received positive feedback about snow clearing in town.

Councillor Davyduke

Attended the meeting with Rural Coordination Centre of BC with Councillor Schreiner and Mayor Galbraith to discuss the need for doctors and lab technicians in Enderby.

Following up with the Interagency group to receive further feedback for the Rural Coordination Centre of BC.

Noted that the requested meeting with Interior Health Council should clarify whether physicians are accepting new patients.

Has received great feedback about Santa's Workshop.

Reported that the snow clearing in Enderby has been great so far this year.

Councillor Shishido

Asked if people still must wait in line outside for lab work in Enderby.

Councillor Schreiner responded that booking must now be done online for lab work.

This question will be raised with Interior Health at a future meeting.

Councillor Shishido attended the Christmas light-up and parade. Reported that it was great to see so much community and business involvement. Noted that the gingerbread house competition at the Okanagan Regional Library had many entrants.

Asked if the Event Coordinator worked with the Christmas Committee in organizing the events.

Councillor Baird replied that yes, the events coordinator worked in collaboration with the Christmas committee and that the events coordinator was able to dedicate time to knocking on doors and getting local businesses more involved in the festivities.

Mayor Galbraith

Attended the Christmas light-up and parade and volunteered at Santa's Workshop.

Attended the meeting with Rural Coordination Centre of BC with Councillor Davyduke and Councillor Schreiner as well as a meeting on November 30th in Sicamous. Programs for funding to attract doctors to Rural Communities are available.

Attended the Hot Chocolate with Santa and Mrs. Claus event held in Candycane Lane (the Breezeway).

Also met with Community Foundation of North Okanagan to discuss grant opportunities.

Chief Administrative Officer

Public Works lead hand Clayton Castle will be retiring this week. Ray Brown has been acting in the roll as part of the transition plan and they have worked together to make the transition as seamless as possible.

There will be some minor road works occurring on High St. in the near future for new service connections. The impact is not expected to be significant.

There have been a few qualified candidates already that have applied for the Casual Arena Worker Position.

The Arena concession operator has given notice that she will be discontinuing service as of January 2023.

There has also been a procedure manual overhaul for the Arena that is nearing completion.

An agreement has been reached with the union on amendments to the System Operator III job description that better reflect the responsibilities of the position. It was a positive, consultative process.

Attended the Christmas light-up and parade. It was cold but a great event that was well attended and had a great atmosphere.

Council Inquiries

Councillor Yerhoff asked if the applicants for the Casual Arena Worker are local.

Chief Administrative Officer responded that yes, applicants live locally, either in Enderby or Area F.

City of Enderby Wastewater System Annual Report 2021

Councillor Baird left the meeting at 5:37 p.m.

Councillor Schreiner asked if the report being for 2021 should have been completed earlier, and if Council can expect to see the 2022 report a year from now.

Chief Administrative Officer responded that this report is for information and is separate from regular and emergency reporting requirements that may require a Council briefing or decision, so there is not any time sensitivity to the matters described in the annual report. However, the annual reports typically are released near the end of summer for the previous year; due to a lack of capacity, this was postponed. This task is expected to be transitioned to the Systems Operator in 2023 as part of his career progression, and the reports should be available earlier as a result.

Councillor Baird re-entered the meeting at 5:39 p.m.

Councillor Shishido asked about the influent pH measurements throughout the year and why it was acidic for the first half of the year and then basic for the second half.

Chief Administrative Officer replied the influent pH can vary based on a variety of factors. Chief Administrative Officer advised that he would review historically over prior years to see if this is the trend, and advise Council accordingly.

Moved by Councillor Baird, seconded by Councillor Yerhoff

“THAT Council receives and files the City of Enderby Wastewater System Annual Report 2021.”

CARRIED

City of Enderby Drinking Water Annual Report 2021

Moved by Councillor Baird, seconded by Councillor Shishido

“THAT Council receives and files the City of Enderby Drinking Water Annual Report 2021.”

CARRIED

NEW BUSINESS

Community Marketing Video – Support in Principle for Award of Contract

Councillor Shishido asked about other applicants for the project and if it is possible for Council to review some of the other applicants before awarding the contract.

Planner replied that there were eight applicants and explained the process he used to determine his recommendation.

Councillor Baird expressed that it would be nice to be able to review other applicants.

Chief Administrative Officer advised that Council could decide to adopt the recommendation as-is or postpone the award of contract decision and only appoint the Council members for the terms of reference. They could review the other submissions and report back to Council to confirm or alter the recommendation.

Councillor Schreiner requested that Council accept that this work has been completed by staff and accept the recommendation as is.

Councillor Yerhoff asked how far ahead Sproing Creative was from the next most highly scored applicant.

Planner responded that Sproing Creative scored 45/50 and the next highest score was 42/50, which was a tie between two applicants.

Councillor Yerhoff asked if Sproing Creative would assist in marketing of the video.

Planner responded that this would be determined when developing a terms of reference for the project. There would likely be some additional cost for this, but Sproing Creative does have marketing services available.

Councillor Shishido expressed he believes it would be worthwhile to appoint a committee to review other applicants.

Chief Financial Officer advised Council of concerns about ensuring that the procurement process is kept transparent.

Chief Administrative Officer responded that, if the Council members reviewed the other submissions and determined that they wished to go with a different supplier, a scoring committee would be struck and they would need to evaluate the submissions on the same basis, for the purposes of fairness and transparency.

Moved by Councillor Schreiner, seconded by Councillor Yerhoff

“THAT Council supports in principle the award of the contract for developing a community marketing video to Sproing Creative;

AND THAT Council appoints Councillor Baird and Councillor Shishido as Council representatives to work with City Staff and Sproing Creative to develop a terms of reference for the project, which would inform a final project budget;

AND FURTHER THAT final award of the contract to Sproing Creative be subject to Council approving an acceptable terms of reference and final project budget.”

Councillor Ramey noted that this is a relatively small expenditure, and if all applicants were of high quality, choosing a successful candidate could be highly subjective. Expressed there is likely a better use of staff time than to go through the review and ranking of applicants again.

Councillor Baird stated that she would have liked to have seen some of the applicants compared.

Chief Administrative Officer explained that the request for information resulted in a broad range of submissions and methods of providing pricing, such that the matter had to be reported to Council based on scores. All applicants were scored and ranked based on a set of weighted criteria.

DEFEATED
OPPOSED Councillor Shishido
Councillor Baird
Councillor Davyduke
Mayor Galbraith

Moved by Councillor Baird, seconded by Councillor Shishido

“THAT Council appoints Councillor Baird and Councillor Shishido as representatives to work with City Staff to determine the successful candidate and develop a terms of reference for a community marketing video;

AND THAT Councillor Baird and Councillor Shishido report back to Council to confirm or amend the recommendation of award for the community marketing video.”

Councillor Baird asked if once reviewed this could be brought back to the next meeting.

Chief Administrative Officer responded that this would be necessary. If there is a decision to change the award recipient, the Council appointees will need to score each of the submissions on the same basis and the scores then averages, so that the selection criteria is fair and transparent.

CARRIED

Gardens and Grounds Contract 2023-25 Recommendation of Award

Councillor Ramey noted that the difference in quoted amounts between the two applicants was large. Asked who will evaluate the work done in light of the exceptional work done by the previous contractor.

Chief Administrative Officer replied that historically, he has managed this contract. Explained that there will be challenges with any new contractor, especially in the first year as they become accustomed to the nature of the work, develop their processes, and gain an understanding of the community expectations. Chief Administrative Officer has identified some efficiencies to enable additional monitoring and oversight without adding an administrative burden. Also invited Council to be eyes on the ground and bring any concerns forward so that he can address them proactively with the contractor.

Designation of Saksham Meenia as Bylaw Enforcement Officer and Animal Control Officer

Moved by Councillor Shishido, seconded by Councillor Baird

“THAT Council designates Saksham Meenia as a Bylaw Enforcement Officer and Animal Control Officer for the City of Enderby”

CARRIED

Enderby & District Garden Club

Councillor Baird asked if the riparian area is a concern for this project being that the proposal is to plant on the river side of the Riverwalk.

Chief Administrative Officer explained that the bulbs will only be planted within previously disturbed land near the Riverwalk. There is a need for the Garden Club to work with the new Garden and Grounds contractor to plant in a way that the contractor can fulfil their job of weedeating along the Riverwalk without damaging the flowers.

Moved by Councillor Baird, seconded by Councillor Shishido

“THAT the Enderby & District Garden Club be given permission to plant an assortment of bulbs along the Riverwalk following consultation with staff.”

CARRIED

CORRESPONDENCE AND INFORMATION ITEMSOkanagan College

Moved by Councillor Baird, seconded by Councillor Shishido

“THAT representatives from Okanagan College be invited to attend a future Council Meeting as a delegation”

CARRIED

The Shuswap Trail Alliance

Moved by Councillor Baird, seconded by Councillor Shishido

“THAT representatives from the Shuswap Trail Alliance be invited to attend a future Council Meeting as a delegation”

CARRIED

PUBLIC QUESTION PERIOD

There were no questions from the public.

ADJOURNMENT

Moved by Councillor Yerhoff, seconded by Councillor Davyduke
“THAT the regular meeting of December 5, 2022 adjourn at 6:18 p.m.”

CARRIED

MAYOR

CORPORATE OFFICER

CITY OF ENDERBY
REZONING/ZONING TEXT AMENDMENT APPLICATION

AGENDA

File No.: 0003-22-RZ-END

December 14, 2022

APPLICANT/OWNER: Shaun Landry and Cindy Nelson

LEGAL DESCRIPTION: PARCEL A, PLAN KAP12866, DISTRICT LOT 226, KAMLOOPS DIV OF YALE LAND DISTRICT, (KE30747) OF LOT 1

P.I.D.: 017-330-637

CIVIC ADDRESS: 99 Bass Avenue, Enderby BC

PROPERTY SIZE: 1,827 m² (0.45 acres)

PRESENT ZONING: Residential Single Family (R.1)

PROPOSED ZONING: Residential Single Family with Detached Suite (R.1-B)

O.C.P DESIGNATION: Residential Low Density

PROPOSED TEXT AMENDMENT Amend the City of Enderby Zoning Bylaw No. 1550, 2014 to permit a detached secondary suite to be located on the second storey level of an accessory residential building

PROPOSAL: Construct a detached secondary suite on the second storey level of an existing accessory residential building (detached shop/garage)

RECOMMENDATION:

THAT City of Enderby Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1758, 2022 which proposes to:

1. Rezone the property legally described as PARCEL A, PLAN KAP12866, DISTRICT LOT 226, KAMLOOPS DIV OF YALE LAND DISTRICT, (KE30747) OF LOT 1, and located at 99 Bass Avenue, Enderby BC, from the Residential Single Family (R.1) zone to the Residential Single Family with Detached Suite (R.1-B) zone; and
2. Amend the text of the City of Enderby Zoning Bylaw No. 1550, 2014 to permit a detached secondary suite to be located on the second storey level of an accessory residential building, with the siting of the building to be in accordance with Section 308.4 of the Bylaw, for the property legally described as PARCEL A, PLAN KAP12866, DISTRICT LOT 226, KAMLOOPS DIV OF YALE LAND DISTRICT, (KE30747) OF LOT 1 and located at 99 Bass Avenue, Enderby BC,

be given First and Second Reading and forwarded to a Public Hearing.

BACKGROUND:

This report relates to an application to rezone the property located at 99 Bass Avenue, Enderby BC from the Residential Single Family (R.1) zone to the Residential Single Family with Detached Secondary Suite (R.1-B) zone, and to amend the text of the City of Enderby Zoning Bylaw No. 1550, 2014 to permit a detached secondary suite to be located on the second storey level of an accessory residential building. The applicant is proposing to construct a detached secondary suite above an existing accessory residential building (detached shop/garage), while also obtaining flexibility to be able to construct a detached secondary suite that is separate from the existing detached shop/garage, should that be the preferred option.

Site Context

The property is 1,827 m² (0.45 acres) in area and is located on the northern side of Bass Avenue, which is identified in Schedule 'C' of the City's Official Community Plan as a 'local road'. Access to the property is gained via a gravelled driveway off of Bass Avenue. A single family dwelling built in 1991 is located in the central portion of the lot and a detached shop/garage is located in the northeast portion of the lot. The property is flat with the boundary of the 1:200 year floodplain running through it.

The subject and surrounding properties are zoned Residential Single Family (R.1/R.1-A) and are designated in the Official Community Plan (OCP) as Residential Low Density.

The following map shows the zoning designation of the subject and surrounding properties:

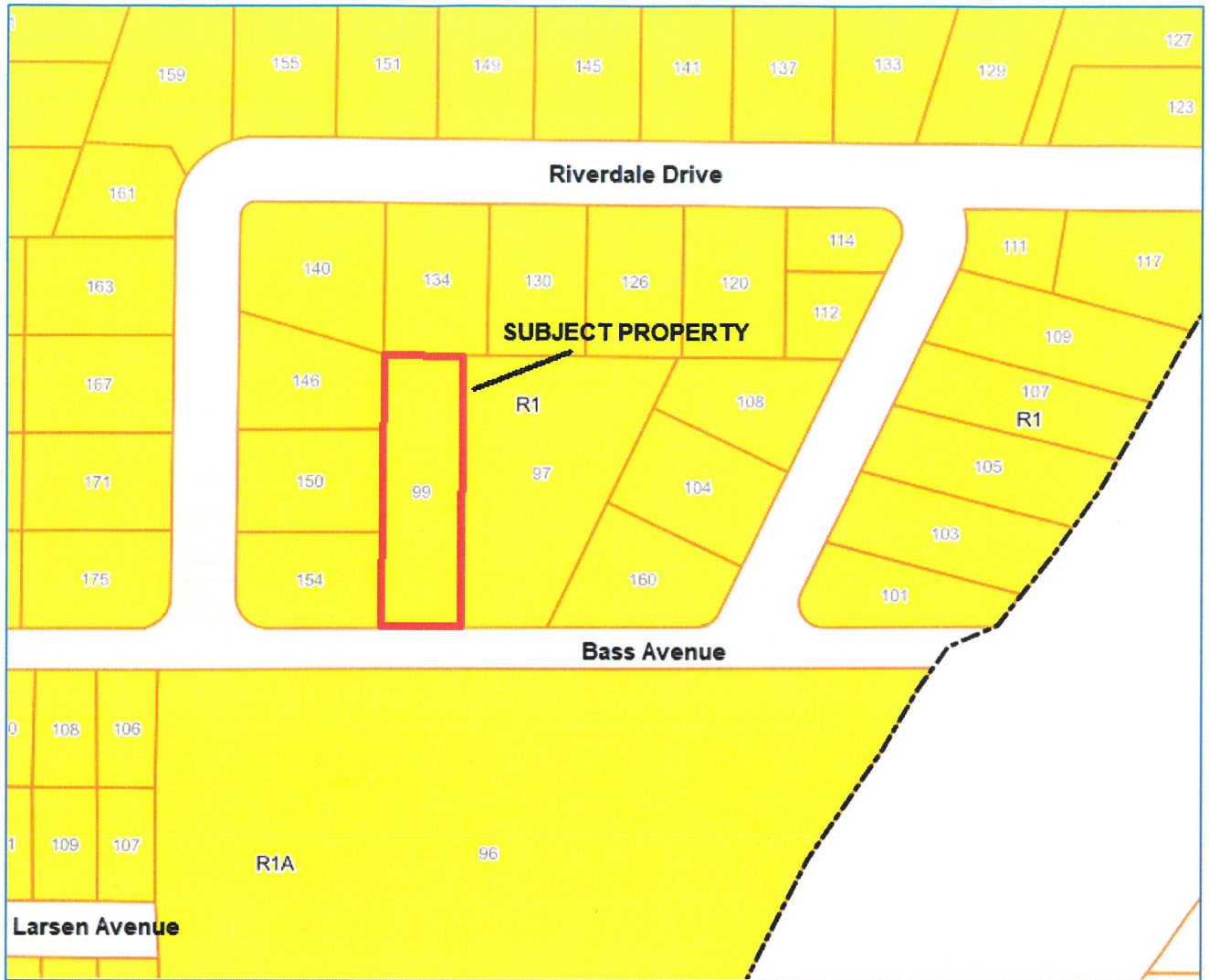


Figure 1: Zoning Map

Yellow - Residential Single Family (R.1/R.1-A)

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



Figure 2: Orthophoto

****NOTE:** *The property lines shown above are not an accurate representation of their true locations and are intended for display purposes only.*

The Proposal

The applicant is proposing to construct a detached secondary suite on the second storey level of the existing detached shop/garage located in the northeast corner of the property; a site plan showing the siting of existing buildings on the property is attached to this Report as Schedule 'A'. Given that detached suites are not permitted on the second storey level of accessory residential buildings, the applicant is proposing to amend the text of the City of Enderby Zoning Bylaw No. 1550 to allow for this type of use to occur on the property, with the building to be sited in accordance with Section 308.4 of the Zoning Bylaw [Accessory Residential Buildings and Structures in Residential Zones]; the implications for having a

detached secondary suite sited in accordance with Section 308.4 of the Zoning Bylaw are discussed in the section below.

To provide flexibility should they wish to construct a detached secondary suite that is *separate* from the existing detached shop/garage, the applicant is proposing to rezone the property from the Residential Single Family (R.1) zone to the Residential Single Family with Detached Suite (R.1-B) zone; if approved, this would permit the construction of a standalone detached secondary suite. It should be noted that if both the rezoning and zoning text amendment are approved by Council, the applicant could only develop **one** detached secondary suite on the property, either a standalone detached secondary suite (sited in accordance with the R.1-B regulations, unless otherwise varied) or a detached secondary suite on the second storey of the existing detached shop/garage (sited in accordance with Section 308.4 of the Zoning Bylaw).

ZONING BYLAW:

The subject property is zoned Residential Single Family (R.1) and the permitted uses within this zone include accessory residential buildings, single family dwellings, attached secondary suites, bed and breakfasts, civic and public service use, and restricted agricultural use; the permitted uses within the proposed Residential Single Family (R.1-B) zone include accessory residential buildings, single family dwellings, attached secondary suites, **detached secondary suites**, and civic and public service use.

Section 317.3 of the Zoning Bylaw does not permit detached secondary suites to be located on the second storey of an existing accessory residential building.

It should be noted that the Zoning Bylaw’s siting requirements for detached secondary suites differs from that of accessory residential buildings, such as detached shops or garages. For example, detached secondary suites are required to be at least 2 m (6.56 feet) from a side lot line and must be sited equal to or farther from the side lot line than the principal single family dwelling on the property, whereas accessory residential buildings are only required to be 1.5 m (4.9 feet) from the side lot line and can be closer to the lot line than the principal single family dwelling. Given this, the applicant is requesting that, as part of the zoning text amendment that for their property, an accessory residential building with a detached suite on the second storey level is permitted to be sited in the same manner as a typical accessory residential building (i.e. one without a suite on the second storey), consistent with Section 308.4 of the Zoning Bylaw [Accessory Residential Buildings and Structures in Residential Zones]; this would have the effect of allowing a detached secondary suite on the second storey of an accessory residential building to be closer to rear and side lot lines than if it was a standalone detached secondary suite.

It should also be noted that the applicant has not developed construction drawings for the proposed development at this time, as the land use approvals are not in place. The applicant will be required to submit these drawings at the time of Building Permit application, should the proposed rezoning/zoning text amendment be approved. Furthermore, the applicant is not tied to their current proposal to construct a detached secondary suite on the second storey of the existing detached shop/garage; should the rezoning portion of the application be supported, the applicant would have the ability to construct a standalone detached secondary suite (i.e. not above the existing detached shop/garage), in accordance

with the siting and sizing regulations of the City's Zoning Bylaw, unless otherwise varied by Council; these regulations are attached to this Report as Schedule 'B'.

OFFICIAL COMMUNITY PLAN:

The following policies from the City of Enderby Official Community Plan relate to this development:

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

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

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

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

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

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

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

Policy 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, Fire Chief, and the Ministry of Transportation and Infrastructure.

No comments of concern were received in response to the referral.

PLANNING ANALYSIS:

As the applicant is applying to both rezone the property from the Residential Single Family (R.1) zone to the Residential Single Family with Detached Suite (R.1-B) zone, and to amend the text of the Zoning Bylaw to permit a detached secondary suite to be located on the second storey level of an accessory residential,

this presents two distinct pathways in which a detached secondary suite could be developed on the property; below is an analysis of each:

Rezoning from R.1 to R.1-B (Permit the Construction of a *Standalone* Detached Secondary Suite Which is Separate From the Existing Residential Accessory Building)

The City of Enderby Planner raises no objections to the applicant's request to rezone the property located at 99 Bass Avenue from Residential Single Family (R.1) to Residential Single Family with Detached Secondary Suite (R.1-B), and upon consideration of input received at a Public Hearing, recommends that Council approve the application for the following reasons:

- Given the property's relatively large size of 1,827 m² (0.45 acres) with ~ 24 m (78.7 feet) of frontage, the property significantly exceeds the minimum lot sizing requirements for the R.1-B zone (650 m² lot area, 18 m of frontage);
- The proposed rezoning would facilitate infill development, which is a key element of Smart Growth development and is supported in the OCP, and provides the following community benefits:
 - More efficient use of land by increasing the ratio of improvement-to-land values;
 - Reducing pressures related to greenfield development and boundary expansion which in turn facilitates urban containment and rural protection;
 - Focusing future growth within developed areas of the community in order to maximize the value of existing infrastructure; and
 - Adding residential capacity without encroaching upon rural or environmentally sensitive areas.
- The proposed rezoning of the property would enable the construction of an additional rental unit within the community, and a form of dwelling unit which is not particularly prevalent throughout the community; this will help to support the provision of additional rental housing while broadening the spectrum of housing choices, which achieves objectives in the City of Enderby Housing Needs Assessment Report;
- Given that the property is long and narrow, it does not have significant potential for redevelopment to a more intensive residential land use (i.e. multi-family), therefore the proposed rezoning is unlikely to diminish the development potential of the site; and
- It is not anticipated that the proposed rezoning would result in any development which detracts from the form and character of the subject property or broader neighbourhood.

Zoning Text Amendment to Permit Detached Secondary Suite Above Accessory Residential Building (Permit the Construction of a Detached Secondary Suite Above the Existing Detached Shop/Garage)

The City of Enderby Planner raises no objections to the applicant's request to amend the text of the City of Enderby Zoning Bylaw No. 1550, 2014 to permit a detached secondary suite to be located on the second storey level of an accessory residential building at 99 Bass Avenue, with the siting of the building to be in accordance with Section 308.4 of the Zoning Bylaw [*Accessory Residential Buildings and Structures in*

Residential Zones], and upon consideration of input received at a Public Hearing, recommends that Council approve the application for the following reasons:

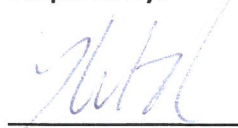
- Permitting a detached secondary suite on the second storey level of an accessory residential building would result in the same broad community benefits described above related to infill development, additional rental housing, and broadening the spectrum of housing choices within the community, which may counterbalance the potential impacts to adjacent properties with respect to a reduction in privacy;
- Allowing for a detached secondary suite on the second storey of an accessory building to be sited in the same manner as a typical accessory residential building will only result in the detached secondary suite being slightly closer to the rear and side lot line of the property (i.e. an additional 0.5 m/1.7 feet) as compared to if its siting was regulated in the same manner as a standalone detached secondary suite; and
- Permitting a detached secondary suite on the second storey of an existing accessory residential building will help to minimize lot coverage on the property, thus helping to preserve permeable surfaces on the property.

SUMMARY

This is an application to rezone the property located at 99 Bass Avenue, Enderby BC from the Residential Single Family (R.1) zone to the Residential Single Family with Detached Secondary Suite (R.1-B) zone, and to amend the text of the City of Enderby Zoning Bylaw No. 1550, 2014 to permit a detached secondary suite to be located on the second storey level of an accessory residential building. The applicant is proposing to construct a detached secondary suite above an existing accessory residential building (detached shop/garage), while also obtaining flexibility to be able to construct a detached secondary suite that is separate from the existing detached shop/garage, should that be the preferred option.

It is recommended that Zoning Bylaw Amendment Bylaw No. 1758, 2022 be given First and Second Reading and forwarded to a Public Hearing.

Prepared By:



Kurt Inglis, MCIP, RPP
Planner

Reviewed By:



Tate Bengtson
Chief Administrative Officer

THE CORPORATION OF THE CITY OF ENDERBY
REZONING/ZONING TEXT AMENDMENT APPLICATION
SUBJECT PROPERTY MAP

File: 0003-22-RZ-END (Landry/Nelson)

Applicant/Owner: Shaun Landry and Cindy Nelson

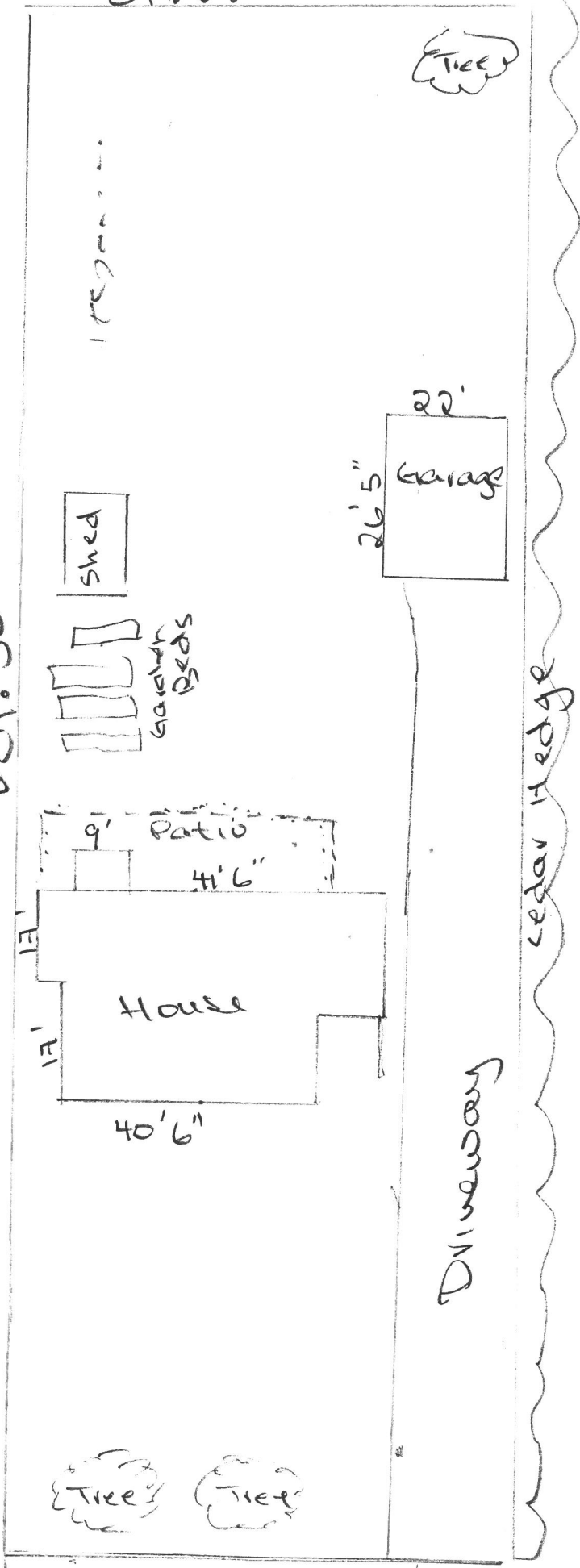
Location: 99 Bass Avenue, Enderby BC



Schedule 'A'

81.25'

81.30'



99 Bass Ave
Enderby, BC.
(not to scale)

Driveway

cedar hedge

Tree Tree

Tree

Hedge

DIVISION FOUR – COMMERCIAL ZONES

4. ~~No Marihuana-Related Business~~ Cannabis-Related Business (1659) shall be located within 100 meters of any residential zone, daycare facility, preschool, playground, community centre, school, public park, civic or religious institution or any use catering to individuals under the age of 18. (1636)
5. Notwithstanding minimum setback requirements outlined in Section 316.4 of this Bylaw, a Cannabis-Related Business at the property legally described as LOT 1, DISTRICT LOT 150, KAMLOOPS (FORMERLY OSOYOOS) DIVISION YALE DISTRICT, PLAN KAP52267, EXCEPT PLAN KAP64137 and located at #4-802 George Street, Enderby BC shall be permitted within 100 meters of a residential zone, daycare facility, preschool, playground, community centre, school, public park, civic or religious institution or any use catering to individuals under the age of 18. (1665)
8. Notwithstanding minimum setback requirements outlined in Section 316.4 of this Bylaw, a Cannabis-Related Business at the property legally described as PARCEL B (DD 179916F) BLOCK 13 DISTRICT LOT 150 KAMLOOPS (FORMERLY OSOYOOS) DIVISION YALE DISTRICT PLAN 211A and located at 612 Cliff Avenue, Enderby BC shall be permitted within 100 meters of a residential zone, daycare facility, preschool, playground, community centre, school, public park, civic or religious institution or any use catering to individuals under the age of 18. (1668)

317 Detached Secondary Suites (1636)

1. A detached secondary suite shall:
 - i. be constructed to meet the requirements of the BC Building Code;
 - ii. be located entirely to the rear of a principal single family dwelling;
 - iii. be sited equal to or farther from the side lot line than the principal single family dwelling;
 - iv. be accessible by a cleared and constructed pathway from the off-street parking stall(s) to the entrance to the suite;
 - v. have sufficient access and be appropriately serviced;
 - vi. be enclosed on all sides not facing directly upon the principal single family dwelling via solid fencing no greater than 2 m (6.562 feet) in height;
 - vii. have a floor area not to exceed 75% of the floor area of the principal single family dwelling; and

DIVISION FOUR – COMMERCIAL ZONES

- viii. only be permitted when at least one (1) of the registered owners of the property resides within the primary single family dwelling. (1636)
 2. In accordance with Schedule "B" of this Bylaw, one (1) off-street parking space must be provided for each detached secondary suite. (1636)
 3. No accessory building or structure shall be used as a dwelling unit except for an approved detached secondary suite. (1636)
 4. Subdivision or stratification of a detached secondary suite is not permitted. (1636)
 5. Notwithstanding Section 317.3 above, a detached secondary suite is permitted on the second storey level of an accessory residential building for the property legally described as LOT A SECTION 27 TOWNSHIP 18 RANGE 9 WEST OF THE 6TH MERIDIAN KAMLOOPS DIVISION YALE DISTRICT PLAN 27938 and located at 145 Gunter Ellison Road, Enderby BC. (1684)
- 318 Backyard Hens (1710)**
1. The regulations outlined in this Section do not apply to the keeping of poultry when considered an intensive agricultural use, limited agricultural use, or restricted agricultural use that is permitted under this Bylaw. (1710)
 2. The keeping of backyard hens shall at all times be consistent with City of Enderby Animal Control Bylaw No. 1735, 2022 and all other municipal and provincial enactments. (1710)
 3. The keeping of no more than five (5) backyard hens is permitted as an ancillary use to a single-family dwelling within the Residential Single Family (R.1), residential Single-Family (R.1-A) and Residential Two-Family (R.2) zones, and the keeping of roosters is expressly prohibited. (1710)
 4. The keeping of backyard hens must be contained entirely to the rear of a single-family dwelling and the area to the rear of the single-family dwelling must be fully enclosed by solid fencing that is at least 1.8 m (5.9 feet) in height. (1710)
 5. Every owner of backyard hens shall provide a coop for the backyard hens, with an outdoor enclosure attached to the coop, which shall meet the following specifications:

DIVISION SIX – RESIDENTIAL ZONES

- vi. **Attached (1636)** Secondary Suites must comply with all relevant City Bylaws, and the BC Building Code; and
- vii. **Attached (1636)** Secondary Suites must be located in a building and on property which is a single family real estate entity. No strata titling will be permitted.

602.a Residential Single Family with Detached Suite Zone (R.1-B) (1636)

1. Permitted Uses of Land, Buildings, and Structures:

The following uses and no others shall be permitted in the Residential Single Family Zone (R.1-B):

- a. **Accessory residential (1636)**
- c. **Single family dwellings (1636)**
- d. **Attached secondary suites subject to the provisions of Section 602.a.12.a. (1636)**
- e. **Detached secondary suites subject to the provisions of Section 317 (1636)**
- f. **Civic and public service use (1636)**

2. Accessory Residential Buildings:

The siting, size, and dimensions of accessory residential buildings (not including detached secondary suites) and structures shall be in accordance with Section 308.4 of this Bylaw. (1636)

3. Maximum Number of Suites:

The number of suites allowed per lot shall be not more than:

- a. **One (1) attached secondary suite; or (1636)**
- b. **One (1) detached secondary suite. (1636)**

4. Buildings Per Lot:

The number of buildings allowed per lot shall be not more than:

- a. **one (1) single family dwelling; and (1636)**
- b. **two (2) accessory residential buildings; or (1636)**

DIVISION SIX – RESIDENTIAL ZONES

- c. one (1) accessory residential building and one (1) detached secondary suite. (1636)

5. Floor Area:

- a. The floor area for a single family dwelling shall be not less than 60 m² (645.8 square feet). (1636)
- b. The floor area for a detached secondary suite shall be not greater 90 m² (968.8 square feet) and not less than 36 m² (387.5 square feet). (1636)
- c. The floor area for an attached secondary suite shall not be less than 36 m² (387.5 square feet). (1636)

6. Height of Buildings and Structures:

- a. The height of single family dwellings shall not exceed the lesser of 9 m (29.53 feet) or two (2) storeys except where the average natural slope of the lot exceeds five percent (5%), in which case the height of residential dwellings on the downhill side of a road shall not exceed a height of 7 m (22.97 feet) above the centre line of the road immediately adjacent to the center of the front of the residence and residential dwellings located on the uphill side of the road shall not exceed a height of 7 m (22.97 feet) above the midpoint of the rear property line on which the residence is located. The average natural slope of the lot shall be measured from the lowest point on the lot to the uppermost point on the lot. (1636)
- b. The height of detached secondary suites shall not exceed 4.5 m (14.76 feet). (1636)

7. Lot Area:

Each lot shall have an area of not less than:

- a. 560 m² if there is lane access or second street frontage; or (1636)
- b. 650 m² if there is not lane access or second street frontage. (1636)

8. Lot Coverage:

- a. Maximum lot coverage shall be not greater than fifty percent (50%) of the lot area for all buildings and structures and together with driveways and parking areas shall not exceed sixty percent (60%). (1636)

DIVISION SIX – RESIDENTIAL ZONES

- b. The maximum combined lot coverage for all accessory buildings and structures, including detached secondary suites, shall not exceed 16%. (1636)
 - c. The maximum combined area of all accessory buildings/structures and detached secondary suites (e.g. footprint size) shall not exceed 90 m² (968.8 feet). (1636)
9. **Lot Frontage:**

Subject to the provisions of Section 1101.1.a., b., and c. of this Bylaw, each lot shall have a minimum lot frontage of:
 - a. 15 m (16.40 feet) if there is lane access or second street frontage; or (1636)
 - b. 18 m (59.06 feet) if there is not lane access or second street frontage. (1636)
10. **Off-Street Parking:**

Off-street parking shall be provided and maintained in accordance with the provisions of Schedule "B" of this Bylaw and the number of parking spaces required to be provided on a lot or lots, shall be determined by the use or uses being carried on such lot or lots from time to time. (1636)
11. **Setbacks:**[Subject to the special building line setback provisions of Section 308.5 of this Bylaw]
 - a. **Exterior Side Yard:**

An exterior side yard free of all buildings and structures shall be provided with a depth of not less than 5 m (16.40 feet) where applicable. (1636)
 - b. **Front Yard:**

A front yard free of buildings and structures shall be provided with a depth of not less than 6 m (19.68 feet), except that the front yard may be reduced to 4.5 m (14.76 feet) for single family dwellings on lots exceeding twenty percent (20%) average natural slope determined from the uppermost point on the lot to the lowest point on the lot. (1636)
 - c. **Other Buildings:**

DIVISION SIX – RESIDENTIAL ZONES

Buildings shall not be sited within 3 m (9.842 feet) of any other building. (1636)

d. Rear Yard:

- i. A rear yard free of buildings and structures shall be provided with a depth of not less than 6 m (19.68 feet) for single family dwellings except that the rear yard may be reduced to 4.5 m (14.76 feet) for single family dwellings on lots exceeding twenty percent (20%) average natural slope determined from the uppermost point on the lot to the lowest point on the lot.
- ii. A rear yard free of buildings and structures shall be provided with a depth of not less than 3 m (9.84 feet) for detached secondary suites. (1636)

e. Side Yards:

- i. Side yards free of buildings and structures shall be provided with a width of not less than 1.2 m (3.94 feet) for single family dwellings.
- ii. Side yards free of buildings and structures shall be provided with a width of not less than 2 m (6.56 feet) for detached secondary suites. (1636)

f. Water Bodies:

Flood Construction Levels and Floodplain Setbacks of building and structures and Riparian Assessment Area setbacks for all development must conform with the provisions of Schedule “G” of this bylaw. (1636)

12. Other Requirements:

- a. All attached secondary suites must comply with the following:
 - i. Attached secondary suites are to be located only in a single family dwelling; and
 - ii. No more than one attached secondary suite shall be permitted within a single family dwelling; and
 - iii. The maximum floor area of an attached secondary suite shall not exceed the lesser of

DIVISION SIX – RESIDENTIAL ZONES

90 m² or 40% of the habitable floor area of the single family dwelling. The minimum floor area of an attached secondary suite shall not be less than 36 m² (387.5 square feet); and

- iv. No portion of a building may be used as an attached secondary suite unless at least one (1) of the registered owners of the building resides within the building; and
 - v. One (1) off-street parking space must be provided for each attached secondary suite; and
 - vi. Attached secondary suites must comply with all relevant City Bylaws, and the BC Building Code; and
 - vii. Attached secondary suites must be located in a building and on property which is a single family real estate entity. No strata titling will be permitted. (1636)
- b. Refer to Section 317 for the General Regulations related to detached secondary suites. (1636)

THE CORPORATION OF THE CITY OF ENDERBY

BYLAW NO. 1758

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

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

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

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

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

1. This bylaw may be cited as the "City of Enderby Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1758, 2022".
2. The zoning designation of the property legally described as PARCEL A, PLAN KAP12866, DISTRICT LOT 226, KAMLOOPS DIV OF YALE LAND DISTRICT, (KE30747) OF LOT 1 and located at 99 Bass Avenue, Enderby BC, is hereby changed from the Residential Single Family (R.1) zone to the Residential Single Family with Detached Suite (R.1-B) zone.
3. DIVISION THREE – GENERAL REGULATIONS is hereby amended by including Section 317.6 as follows:

A detached secondary suite is permitted to be located on the second storey level of an accessory residential building, with the siting of the building to be in accordance with Section 308.4 of this Bylaw, for the property legally described as PARCEL A, PLAN KAP12866, DISTRICT LOT 226, KAMLOOPS DIV OF YALE LAND DISTRICT, (KE30747) OF LOT 1 and located at 99 Bass Avenue, Enderby BC.

READ a FIRST time this day of , .

READ a SECOND time this day of , .

Advertised on the day of , and the day of , , and a Public Hearing held pursuant to the provisions of Section 464 of the Local Government Act on the day of , .

READ a THIRD time this day of , .

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

Development Officer
Ministry of Transportation and Infrastructure

ADOPTED this day of , .

MAYOR

CORPORATE OFFICER

THE CORPORATION OF THE CITY OF ENDERBY

AGENDA

MEMO

To: Tate Bengtson, CAO
From: Jennifer Bellamy, CFO
Date: December 9, 2022
Subject: 2022-2026 Financial Plan Amendment

RECOMMENDATION

THAT Council gives first, second and third readings to the "City of Enderby 2022 – 2026 Financial Plan Bylaw No. 1747, 2022, Amendment Bylaw No. 1759, 2022".

BACKGROUND

As reported to Council earlier in the year, the manager's house at the Riverside RV Park had a moisture and mould issue. A mould assessment was completed, along with the remediation work. During the time of the remediation, the house could not be occupied and as occupancy of the house is part of the compensation package of the manager's contract, additional funds were needed to compensate for this loss. In total, \$32,000 was needed to cover these costs.

The campground had a successful season with revenues for the year currently at \$37,000 over budget. These additional revenues will be used to pay for the costs related to the mould remediation.

To provide for these additional expenditures, the attached amendment bylaw for the 2022 – 2026 Financial Plan includes an increase to the Tourism & Community Engagement expenses of \$32,000 with a corresponding funding increase to "Sale of Services / Other Contributions".

Under Section 166 of the Community Charter, a process of public consultation is required before a financial plan is adopted. This provision includes amendments to the Financial Plan. Public consultation for the City typically includes an opportunity to provide input on the proposed financial plan during an open Council meeting, with this opportunity advertised in the local newspaper.

The amendments to the Financial Plan are only for the immediate action required to limit the City's cost exposure and meet its obligations. The funding for the additional costs does not include funds generated from property taxation nor is the taxpayer affected by this service. Given the preceding, staff recommend that the inclusion of this report, any discussion and the opportunity for public representation in an open meeting of Council, is sufficient to meet the public consultation requirement.

Respectfully submitted,


Jennifer Bellamy
Chief Financial Officer

THE CORPORATION OF THE CITY OF ENDERBY

BYLAW NO. 1759

A BYLAW TO AMEND THE CITY OF ENDERBY 2022 – 2026 FINANCIAL PLAN BYLAW
NO. 1747, 2022

WHEREAS in accordance with the *Community Charter*, the Council may, by bylaw, amend the Financial Plan for the municipality;

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

1. This bylaw may be cited as “City of Enderby 2022 – 2026 Financial Plan Bylaw No.1747, 2022, Amendment Bylaw No. 1759, 2022”.
2. Schedule “A” of the “City of Enderby 2022 – 2026 Financial Plan Bylaw No. 1747, 2022” is deleted and Schedule “A” attached to and forming part of this Bylaw is substituted therefore.

READ a FIRST time this ____ day of _____, _____.

READ a SECOND time this ____ day of _____, _____.

READ a THIRD time this ____ day of _____, _____.

ADOPTED this ____ day of _____, _____.

MAYOR

CORPORATE OFFICER

**CITY OF ENDERBY
2022-2026 Financial Plan**

**Consolidated Five Year Financial Plan
Schedule 'A'**

	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>
	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
FUNDING					
Municipal Taxation	1,790,626	1,879,005	1,930,042	1,987,948	2,047,584
Utility Taxes / Grants in Lieu	102,913	104,971	107,071	109,212	111,396
Sale of Services / Other Contributions	711,587	305,324	311,430	317,659	324,012
Revenue from own Sources	1,687,476	1,721,226	1,755,650	1,790,763	1,826,578
Grants	2,161,331	5,120,168	684,931	684,931	684,931
Sewer Fees	810,548	790,459	791,641	804,906	818,418
Water Fees	825,164	834,129	847,856	862,073	876,550
Total Funding	8,089,645	10,755,282	6,428,621	6,557,492	6,689,469
EXPENSES					
General Government Services	1,312,871	950,305	969,311	988,697	1,008,471
Protective Services	512,800	244,596	249,488	254,478	259,567
Transportation Services	715,710	709,624	723,816	738,293	753,058
Environmental Health Services	114,000	113,730	116,004	118,324	120,691
Animal Control	30,650	31,263	31,888	32,526	33,176
Cemetery	81,770	63,005	64,265	65,551	66,862
Recreation & Cultural Services	171,900	110,058	112,259	114,504	116,794
Fortune Parks Recreational Services	916,261	803,618	819,690	836,084	852,806
Tourism & Community Engagement	247,300	216,036	220,357	224,764	229,259
Sewer Expenditures	683,107	562,129	573,371	584,839	596,536
Water Expenditures	739,541	577,566	589,118	600,900	612,918
Fiscal Services	86,955	87,001	87,048	87,096	87,145
Total Expenses	5,612,865	4,468,931	4,556,615	4,646,056	4,737,283
SURPLUS (DEFICIT) FOR THE YEAR	2,476,780	6,286,351	1,872,006	1,911,436	1,952,186
TOTAL CASH FROM OPERATIONS	2,476,780	6,286,351	1,872,006	1,911,436	1,952,186
ADJUST FOR CASH ITEMS					
Capital Asset expenditures	(3,624,500)	(5,300,747)	(776,000)	(277,000)	(144,000)
Debt Principle repayment	(88,645)	(88,645)	(88,645)	(88,645)	(88,645)
Debt Proceeds	-	-	200,000	-	-
Transfer From Reserves	1,792,603	617,763	576,000	277,000	144,000
Transfer to Reserves	(1,590,155)	(1,530,722)	(1,783,361)	(1,822,791)	(1,863,541)
Transfer From Operating Surplus	1,033,917	16,000	-	-	-
TOTAL CASH ADJUSTMENT	(2,476,780)	(6,286,351)	(1,872,006)	(1,911,436)	(1,952,186)
FINANCIAL PLAN BALANCE	-	-	-	-	-

RDNO Building Permits Issued Comparison for Year/Month - Summary

Area: CITY OF ENDERBY

Category: BUILDING PERMITS

Year: 2022 Month: 11

Folder Type	2022 / 11		2021 / 11		2022 to 11		2021 to 11		
	Permits Issued	Res. Units Created	Permits Issued	Res. Units Created	Permits Issued	Res. Units Created	Permits Issued	Res. Units Created	
ACCESSORY BUILDING	0	0	0	0	0	0	0	0	
AGRICULTURAL BUILDING	0	0	0	0	0	0	0	0	
COMMERCIAL BUILDING	0	0	0	0	0	0	0	0	
DEMOLITION	0	0	0	0	0	0	0	0	
END - ACCESSORY BUILDING	0	0	0	0	0	0	0	0	
END - COMMERCIAL BUILDING	0	0	0	0	0	0	0	0	
END - DEMOLITION	0	0	0	0	0	0	0	0	
END - INDUSTRIAL BUILDING	0	0	0	0	0	0	0	0	
END - MANUFACTURED HOME	0	0	0	0	0	0	0	0	
END - MODULAR HOME	0	0	0	0	0	0	0	0	
END - MULTI FAMILY DWELLING	0	0	0	0	0	0	0	0	
END - PLUMBING	0	0	0	0	0	0	0	0	
END - RETAINING WALL	0	0	0	0	0	0	0	0	
END - SIGN	0	0	0	0	0	0	0	0	
END - SINGLE FAMILY DWELLING	0	0	0	0	0	0	0	0	
INDUSTRIAL BUILDING	0	0	0	0	0	0	0	0	
INSTITUTIONAL	0	0	0	0	0	0	0	0	
MANUFACTURED HOME	0	0	0	0	0	0	0	0	
MODULAR HOME	0	0	0	0	0	0	0	0	
MULTI FAMILY DWELLING	0	0	0	0	0	0	0	0	
OLD PIMS PERMITS	0	0	0	0	0	0	0	0	
PLUMBING	0	0	0	0	0	0	0	0	
POOL	0	0	0	0	0	0	0	0	
RETAINING WALL	0	0	0	0	0	0	0	0	
SIGN	0	0	0	0	0	0	0	0	
SINGLE FAMILY DWELLING	0	0	0	0	0	0	0	0	
SOLID FUEL BURNING APPLIANC	0	0	0	0	0	0	0	0	
Report Totals	0	0	0	0	0	0	26	10	31
									10,665,121

AGENDA

THE CORPORATION OF THE CITY OF ENDERBY

AGENDA

MEMO

To: Tate Bengtson, Chief Administrative Officer
From: Kurt Inglis, Planner
Date: December 14, 2022
Subject: Askew's Foods Request for Temporary Sign at 1006 George Street

RECOMMENDATION

THAT Council directs a deferral of enforcing the provisions of the City of Enderby Zoning Bylaw No. 1550, 2014 related to prohibiting temporary signs, for 1006 George Street, subject to the following conditions:

1. The deferral of enforcement would only apply for a 6-month period, with Askew's Foods being required to submit a new request at the end of the 6 months if they wish for the placement of the temporary sign to continue;
2. The deferral of enforcement only applies to the temporary sign as shown in the attached Schedule 'A';
3. The temporary sign must be sited in accordance with the applicable setback provisions of the sign regulations outlined in the City of Enderby Zoning Bylaw No. 1550, 2014;
4. The temporary sign shall be constructed with appropriate materials (i.e. no plywood, untreated lumber, etc.) and be maintained in good repair; and
5. Should any of the aforementioned conditions not be adhered to, the City may require that the temporary sign be removed at its sole and unfettered discretion.

BACKGROUND

The City of Enderby has received a request from the Askew's Foods, who will be operating out of 1006 George Street (currently Red Basket) in early 2023, to install a temporary sign along the eastern boundary of the lot adjacent to Highway 97A; Askew's has stated that the temporary sign is intended to aid them in communicating their transition to the new location at 1006 George Street. The temporary sign is proposed to be placed in one of the parking spaces along the eastern boundary of the property. The footprint of the sign is approximately 6 feet long by 4 feet wide, with the sign face to be 4 feet tall by 5 feet wide. The attached Schedule "A" includes a photo of the proposed temporary sign and a site plan showing the proposed siting.

Staff have reviewed the attached site plan and do not have any concerns with the proposed siting and sizing of the sign. Although the visibility of the temporary sign from the highway is likely to be hindered by vehicles parked adjacent to the sign, it is not anticipated that the sign itself would result in any sight line or safety issues for vehicles circulating within the parking lot or vehicles attempting to enter or exit the site.

As the City of Enderby Zoning Bylaw No. 1550, 2014 does not permit temporary signs, the use of one, absent a Zoning Text Amendment or Temporary Use Permit, may be temporarily condoned by deferring enforcement. If the applicant was looking to use the sign on an on-going basis, the proper process would be for them to seek either a Zoning Text Amendment or a Temporary Use Permit; however, given that the applicant is only looking to use the temporary sign for a short-period of time, for very unique circumstances, Staff feel that it would be more appropriate and timely for Council to instead consider the request on a 'deferral of enforcement' basis. Staff are recommending that Council directs a deferral of enforcing the provisions of the Zoning Bylaw related to prohibiting temporary signs, for 1006 George Street, subject to the following conditions:

1. The deferral of enforcement would only apply for a 6-month period, with the owners being required to submit a new request at the end of the 6 months if they wish for the placement of the temporary sign to continue;
2. The deferral of enforcement only applies to the temporary sign as shown in the attached Schedule 'A';
3. The temporary sign must be sited in accordance with the applicable setback provisions of the sign regulations outlined in the City of Enderby Zoning Bylaw No. 1550, 2014;
4. The temporary sign shall be constructed with appropriate materials (i.e. no plywood, untreated lumber, etc.) and be maintained in good repair; and
5. Should any of the aforementioned conditions not be adhered to, the City may require that the temporary sign be removed at its sole and unfettered discretion.

Respectfully Submitted,



Kurt Inglis
Planner

Kurt Inglis

From: Colton Noel
Sent: December 14, 2022 6:53 AM
To: KINGLIS@CITYOFENDERBY.COM
Subject: Question for council

Hi Kurt,

Thank you for your time today, your help is greatly appreciated.

We want to share that Askew's foods is thrilled to be a part of the community of Enderby!

In regards to the temporary sign we are requesting to use on our newest Askew's location at 1006 George St, you will find a rough sketch below. Our intent is to take up on of our parking spaces on our leased property to let our customers know about the new changes we have coming to our new store (currently Red Basket). We have a lot of exciting things coming and this will happen over a period of 6-8 months. We want to ensure we keep our customers informed and keep as much business local as possible. With the help of this sign, we hope to achieve this. I hope this can be considered for our success.

Thank you,

Colton Noel

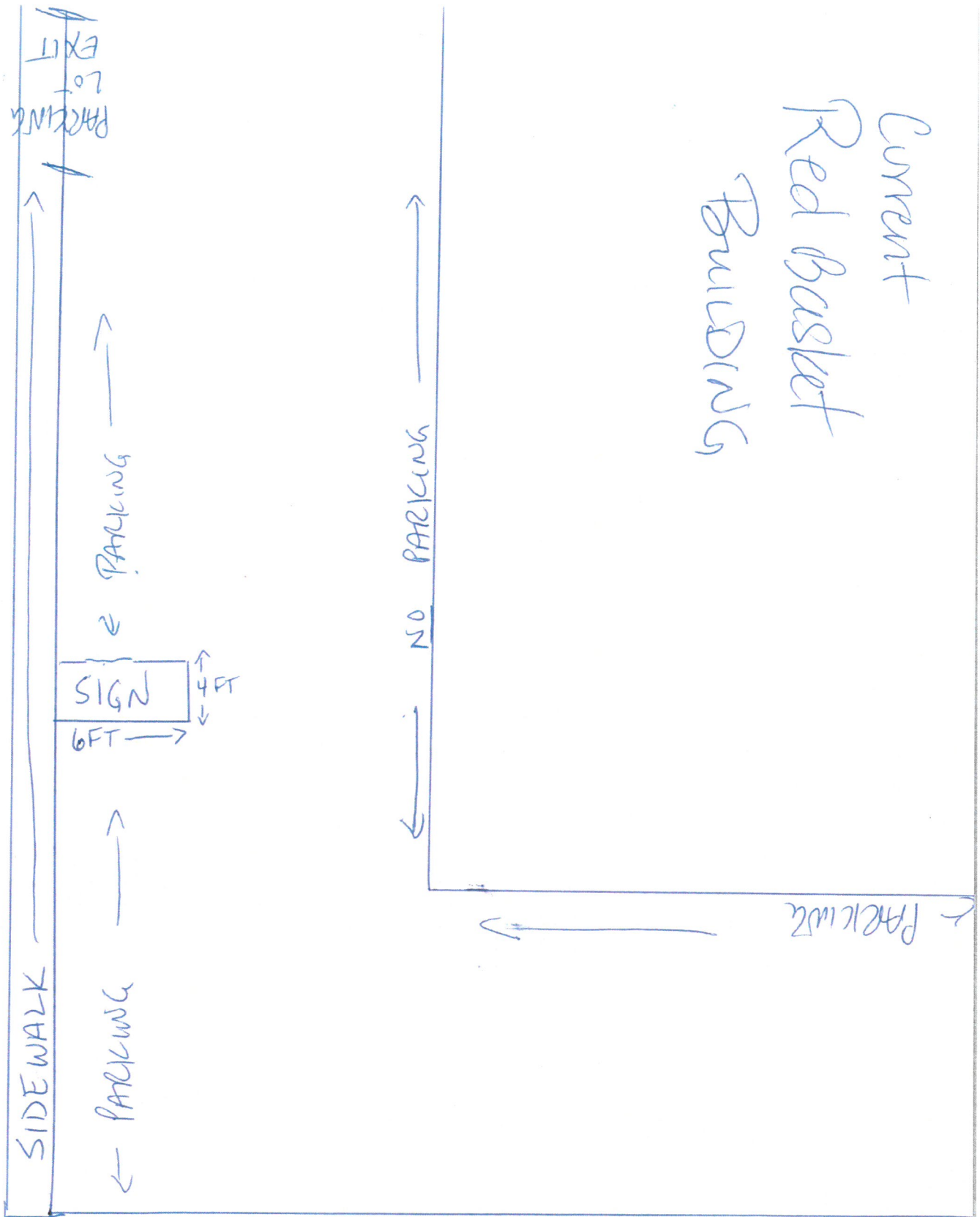
Store Manager

Askew's Enderby

SCHEDULE 'A'



← GEORGE ST →





AGENDA

December 7, 2022

Ref: 283827

Their Worship Huck Galbraith
Mayor of the City of Enderby
Email: info@cityofenderby.com

Dear Mayor Galbraith:

I am writing to follow up on a meeting on Tuesday, September 13, 2022, at the Union of BC Municipalities Convention (UBCM) in Whistler. We were very fortunate to be able to meet in person this year.

The topic raised on enrolment growth and the impact it has on your community is a common theme that I hear from others. This year, over 100,000 people immigrated to British Columbia, and this has caused many of my colleagues to rethink how we are approaching things, and how we can work in a more integrated way. Within the Ministry of Education and Child Care, the Government and Analytics Division works closely with the Resource Management Division to review enrolment numbers and how that plays into the capital planning process when reviewing submissions from School Districts. My hope is we can get to a place where we can establish some best practices with respect to planning, and how we can support others as we navigate through this challenging time.


Many communities across British Columbia are experiencing enrolment growth, and our government has committed approximately \$3 billion in recent years towards projects that will create over 17,000 new student seats. Building on this, *Budget 2022* committed \$3.1 billion over the fiscal period for site acquisitions, new schools, or additions to existing schools in addition to seismic mitigation projects, replacement projects and routine capital funding to maintain and improve schools. And more recently, the recent five-year capital planning process has enabled school districts across the province to communicate their top priorities for capital funding. The Ministry is in the process of reviewing these requests in preparation for Budget 2023.

I would encourage you to continue to coordinate closely with your local board of education on local education matters, including joint planning relating to future housing development and early identification of school sites, with a view to promoting ongoing alignment moving forward.

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Your support and commitment to your community is greatly appreciated.

Sincerely,

A handwritten signature in black ink, appearing to read "Jennifer Whiteside". The signature is fluid and cursive, with the first name being more prominent.

Jennifer Whiteside
Minister

pc: Chris Brown, Assistant Deputy Minister and Executive Financial Officer, Resource
Management Division