



**PUBLIC AGENDA  
STANDING POLICY COMMITTEE  
ON PLANNING, DEVELOPMENT  
AND COMMUNITY SERVICES**

Tuesday, September 5, 2017, 9:00 a.m.

Council Chamber, City Hall

**Committee:**

**Councillor D. Hill, Chair, Councillor B. Dubois, Vice-Chair, Councillor T. Davies, Councillor H. Gough,  
Councillor Z. Jeffries, His Worship, Mayor C. Clark (Ex-Officio)**

**Pages**

**1. CALL TO ORDER**

**2. CONFIRMATION OF AGENDA**

**Recommendation**

That the agenda be confirmed as presented and the speakers be heard.

**3. DECLARATION OF CONFLICT OF INTEREST**

**4. ADOPTION OF MINUTES**

**Recommendation**

That the minutes of Regular Meeting of the Standing Policy Committee on Planning, Development and Community Services held on August 14, 2017 be approved.

**5. UNFINISHED BUSINESS**

**6. COMMUNICATIONS (requiring the direction of the Committee)**

**6.1 Delegated Authority Matters**

**6.2 Matters Requiring Direction**

**6.3 Requests to Speak (new matters)**

**6.3.1 Cary Tarasoff - Developing Issues with IL2 Zoning District [File No. CK 4350-1]**

**5 - 10**

A letter requesting to speak dated August 24, 2017 from Cary Tarasoff, is provided.

**Recommendation**

That the information be received.

**7. REPORTS FROM ADMINISTRATION**

**7.1 Delegated Authority Matters**

- 7.1.1 Land Use Applications Received for the Period from May 11, 2017 to August 16, 2017 [File No. CK 4000-5 and PL 4350-1]** 11 - 37

**Recommendation**

That the September 5, 2017 report of the General Manager, Community Services Department be received as information.

- 7.1.2 Proposed Amendments to the Holmwood Sector Plan [File No. CK 4351-017-003 and PL 4110-12-5]** 38 - 107

**Recommendation**

That the September 5, 2017 report of the General Manager, Community Services Department be received as information.

**7.2 Matters Requiring Direction**

- 7.2.1 Innovative Housing Incentives - Stewart Property Holdings Ltd. - 131 and 133 Avenue O South [File No. CK 4355-017-002 and PL 951-143]** 108 - 115

**Recommendation**

That the Standing Policy Committee on Planning, Development and Community Services recommend to City Council:

1. That funding of 10% of the total capital cost of the construction of ten affordable rental units at 131 and 133 Avenue O South by Stewart Property Holdings Ltd., be approved to a maximum of \$100,000, subject to approval of this project under the provincial Rental Development Program;
2. That a five-year abatement of the incremental property taxes for the ten affordable rental units be applied, commencing the next taxation year, following the completion of construction; and
3. That the City Solicitor be requested to prepare the necessary incentive and tax abatement agreements, and that His Worship the Mayor and the City Clerk be authorized to execute these agreements under the Corporate Seal.



<b>7.2.2</b>	<b>2016 Annual Report - Saskatoon Housing Initiatives Partnership [File No. CK 750-4 and PL 950-18]</b>	116 - 141
	A PowerPoint presentation will be provided.	
	A letter dated August 28, 2017 from Mr. Shaun Dyck, Saskatoon Housing Initiatives Partnership, requesting to speak is provided.	
	<b>Recommendation</b>	
	That the September 5, 2017 report of the General Manager, Community Services be received as information.	
<b>7.2.3</b>	<b>Infill Roundtable [File No. CK 4350-63 and PL 4110-78]</b>	142 - 146
	<b>Recommendation</b>	
	That the report of the General Manager, Community Services Department, dated September 5, 2017, be forwarded to City Council for information.	
<b>7.2.4</b>	<b>Downtown Development Incentives [File No. CK 4110-45 and PL 4130-22]</b>	147 - 167
	<b>Recommendation</b>	
	That the Standing Policy Committee on Planning, Development and Community Services recommend to City Council that the proposed amendments to Vacant Lot and Adaptive Reuse Incentive Program Policy No. C09-035, as noted in this report, be approved.	
<b>7.2.5</b>	<b>Servicing Agreement - Avenue L Holdings Inc. [File No. CK 4110-1 and TU 4111-1]</b>	168 - 187
	<b>Recommendation</b>	
	That the Standing Policy Committee on Planning, Development and Community Services recommend to City Council:	
	<ol style="list-style-type: none"> <li>1. That the Servicing Agreement with Avenue L Holdings Inc., for a portion of Avenue L South in the West Industrial Area to cover Lots 1-20, Block 12, Registered Plan No. F5554, be approved; and</li> <li>2. That His Worship the Mayor and the City Clerk be authorized to execute the Agreement under the corporate seal.</li> </ol>	
<b>7.2.6</b>	<b>Fire Services Service Level [File No. CK 116-2 and CP 0116-04]</b>	188 - 199

**Recommendation**

That the Standing Policy Committee on Planning, Development and Community Services recommend to City Council:

1. That the current service level for the Fire and Rescue Operational Response in relation to NFPA 1710 service line be maintained and approved;
2. That the current service level for Fire Prevention be referred by Committee to City Council budget deliberations for consideration of a phased in increase of Fire Inspector staffing levels; and
3. That the current service level for Public Education and Community Relations be maintained and approved.

8. MOTIONS (notice previously given)

9. GIVING NOTICE

10. URGENT BUSINESS

11. IN CAMERA SESSION (If Required)

**Recommendation**

That the following items be considered *In Camera*.

11.1 **Saskatoon Tourism Special Event Grant Application - Special Events Policy No. C03-007 [File No. CK 1870-10 and RS 1870-12-2]**

*[In Camera - Economic/Financial and Other Interests]*

12. RISE AND REPORT

13. ADJOURNMENT

To His Worship the Mayor and the Councilors on the Standing Committee on Planning and Development

May I please be allowed to present in person at the next meeting of this committee?

I would like to discuss the IL2 zoning and specific issues I have around how it is negatively effecting developers who try to work within it.

Background:

My client has an existing contracting tenant that wished to consolidate their operations in a larger sole purposed structure in a preferred location that suits their business goals. Currently they have a materials testing facility in Lanigan and then finer work from this is transported to the Saskatoon operations location in one my client's buildings.

They bring in samples, they process samples, they store and catalogue samples, and they write reports and create physical maps, specifications, and technical drawings which they output back to the client.

As well this Saskatoon office does EPCM (Engineering, Procurement, and Construction Management) work. Within this there is a survey group which is constantly deploying to sites to measure and quantify sites for the construction group work and the materials testing group.

Again, this group has their own equipment, field vehicles and support staff. In any context, this work would be considered contracting. You could also consider some of this as general contracting if that were a requirement (which it is not).

There are a small group of administration staff (non construction related accounting, HR, IT, and reception). This group would be considered accessory to the main uses as their role is to directly support the construction services and materials testing groups.

My client looked for a suitable site that was deemed perfect for the tenant. Zoning was checked to ensure this was a feasible fit. Within the fully permitted use section, there were listings for Materials Testing Facility, Contractors offices shops and yards, and Accessory uses. There was no caveat on the contractors offices specifically. There are no proper definitions listed in this zoning document, but general dictionary listings show that a facility is deemed to house all activities related to one process or task. Regardless of how this is exactly interpreted, in any case, the materials testing group are construction contractors and should easily be fully accounted for on their own or within the contracting use listing. This testing causes no issues or harm from their work.

I realize that council has directly approved an amendment to purposely add the contractors listing to approved uses so that clearly showed the intent and willing direction of that action.

At the very bottom of the permitted uses, there are a few uses that have caveats applied. One of the uses is Office and Office Buildings. This is separate from the contractors office listing and it implies that if you don't directly meet any previous unrestricted use in the zone, that a general office or office use can still be accommodated with some limitation.

This also lists a setback and coverage which implies you can build an office structure that falls within those limitations and the limitations of caveat 6. But, the City demands that all office uses in this zoning must be subordinate to a Permitted Use, even though it itself is a Permitted Use and no wording is included to state otherwise.

The caveat 6 reads that if you don't meet the criteria for the previous unrestricted uses for materials testing facility, contractors offices, or accessory use, then you can build an office of 325 sq m. for some generic office use or have up to 325 sq m of office space for each office use that is permitted. I would think that might mean as an Accessory Use to another Permitted Use but that is not properly defined either way. Even though the fully unrestricted Permitted Uses list shows 'facility' and 'office' and 'accessory' without a caveat, the City contends that all these are restricted by the Office and Office Buildings listing and further by the caveat 6.

If technical staff are bringing in, testing, and processing anything within the space, this contravenes the City's own definition of what an office use is considered. Therefore this would have to be fairly considered a rigid part of the contracting or materials testing group not considered as an office use.

The City planning establishment will not accept the wording of their own zoning. They directly deflect or avoid directly mentioning how they have presented this legally and instead wish to enforce their own wishes over this area without preapproved direct controls in place.

We have been told "how could you ever think that you could build such a structure for this type of client in this area?" Further, we have been repeatedly told that while the City agrees that our client does materials testing and contracting, they don't do the materials testing and contracting that they want. When I ask them to specify what an acceptable operation for either would look like, they refuse to respond. So in other words, they wrote they wanted these uses and now they claim they don't want these exact uses but they still won't specify what the ideal use would look like.

Do you see any way that this is fair to the general public or developers? What is the most frustrating is when a very senior manager stated repeatedly that if my developer just made a simple phone call first, that this would have saved him money and prevented this issue between us now. In what world would the City legally back the information given over the phone like this if it leads to a multimillion dollar land purchase? What recourse would a developer have if the advice was not given properly by the City?

If I called up City zoning (which wasn't possible in the moment this purchase deal was happening after hours), I would have said "I represent a developer. We have a field services firm that wants a proposed new operations location on Arthur Rose Avenue. This use would be for materials testing and construction service support (contracting). They would fit into the building size allowed, and their practices would not create harm to anyone around them as noted in the zoning". In what world would any planning person taking this call say anything but, "your uses are listed in the permitted uses for the site and these have no restrictions except for building footprint."?

Then this land would still have been purchased. Perhaps a shell would have been given to the City for a development permit and then an amended floor plan with tenant improvements would have been filed after construction was fully underway. Finally the client would apply for a business license for the site. So your current system might have flagged an improper use at three stages: The development permit, the amended permit, and the user business license for the site and use. The only good thing about this mess is that it happened now and not during committed construction or later when the innocent client tries to get a business license to operate there.

The City no longer does preliminary development permits. In fact, they don't do a separate development permit any longer. So they want the developer to do up an entire development package for a site which includes engineering and architectural drawings for construction. Then planning will decide if the building and use are approvable under the current zoning. This is a serious hindrance to developers.

The original amendment to the zoning shows that it wants to restrict office use in IL2 and IL3. But then it adds contractors offices specifically to the zoning? It actually says you wanted to add this to IL3 only at the time, but it appears you added it to the IL2 without further mention.

Planning contends that contractors office is restricted by the office and office building listed below on the same table. And that it is not its own entity in the list. In IL3, both are again listed (in a different order with office and office building above contractors office) but there is no caveat on either of these there.

If office and office building with its caveat is the limiting factor in IL2, then why did you need to amend the zoning to add the contractors office statement in the first place? There is no requirement for this in any plausible case since office and office building cover everything according to planning.

How much of a building is defined as common use within the approved uses (washrooms, lunch room, and reception) in the least should be considered common for all uses on site. A shop can have a washroom. So is that washroom part of an office then?

Planning has thrown out a further host of special ways they decide things. The 75/25 rule which they apply to uses to ensure the primary use is primary. In the contractors offices, shops and yards, they are adamant that the shops have to be 75% or larger than the office

space attached to it no matter what the allowable office area is considered to be. Then the overall manager directly quoted that when he did this work he liked to apply an 80/20 factor on this.

Problem is, they do not post this calculation or requirement, nor do they indicate in zoning that any part of any particular use is further subdivided. So whether you build a contractor office alone with a yard, or a contractor shop with a yard, or just a contractor office without a fenced yard or enclosed shop, these things are not regulated as the City staff enforce their personal view instead of posted policy.

With so much indecision and no accountability, it is greatly unfair to my client and any other entity trying to deal with the City on things like this. Planning staff ignore straight forward requests to the wording that the City themselves purposely chose and made legal.

You can't take a fight to the Development Appeals board unless you have been rejected first. You can't get formally rejected now unless you also submit a full set of engineering and architectural plans since your permit application must include all construction documents needed for building permit at the same time.

The City is using this lack of accountability to continue to circumvent its own zoning policies at will without recourse. Weeks of attempts to get this looked at and responded to by the city solicitor have gone on deaf ears as well until last night. I heard now that the solicitor might be looking at this finally.

In any case, you are my last reasonable chance to get things changed into a properly functioning system that we can reasonably operate within.

If you are unable to do this, then I will take this to the Director of Community Planning and my client will look further into direct legal action against the City.

I hope to present and defend this in person at your next meeting on 5 Sept 2017.

Respectfully,

Cary

Cary Tarasoff

## IL2 - Limited Intensity Light Industrial District

### Purpose

The purpose of the IL2 District is to facilitate economic development through certain light industrial activities and related businesses that do not create land use conflicts or nuisance conditions during the normal course of operations, as well as to limit activities oriented to public assembly.

### Permitted Uses

The Permitted Uses and Minimum Development Standards in an IL2 District are set out in the following chart with the following considerations: The total office use for a site is 325 m<sup>2</sup> and this use must be subordinate to a Permitted Use that it directly supports. The office use must not exceed 25% of the total building area. Stand alone office buildings are not permitted.

IL2 District	Minimum Development Standards (in Metres)							
	Site Width	Site Depth	Site Area	Front Yard	Side Yard	Rear Yard	Building Height (Max.)	Site Coverage (Max.)
<b>11.2.2 Permitted Uses</b>								
(1) Manufacturing, fabricating, processing, assembly, finishing, production or packaging of materials, goods or products excepting those specifically prohibited by Section 11.2.3	15	60	0.4	6	3 <sub>3</sub>	3 <sub>4</sub>	23	60%
(2) Warehouses, shipping and express facilities	15	60	0.4	6	3 <sub>3</sub>	3 <sub>4</sub>	23	60%
(3) Public garages	15	60	0.4	6	3 <sub>3</sub>	3 <sub>4</sub>	23	60%
(4) Bulk mail sorting	15	60	0.4	6	3 <sub>3</sub>	3 <sub>4</sub>	23	60%
(5) Industrial equipment and industrial vehicles sales, service and rentals	15	60	0.4	6	3 <sub>3</sub>	3 <sub>4</sub>	23	60%
(6) Materials-testing workshops and yards	15	60	0.4	6	3 <sub>3</sub>	3 <sub>4</sub>	23	60%
(7) Contractor workshops and yards	15	60	0.4	6	3 <sub>3</sub>	3 <sub>4</sub>	23	60%
(8) Farm implement sales and service	15	60	0.4	6	3 <sub>3</sub>	3 <sub>4</sub>	23	60%
(9) Wholesaling establishments	15	60	0.4	6	3 <sub>3</sub>	3 <sub>4</sub>	23	60%
(10) Adult mini-theatres <sub>1</sub>	15	60	0.4	6	3 <sub>3</sub>	3 <sub>4</sub>	23	60%
(11) Accessory buildings and uses <sub>2</sub>	15	60	0.4	6	3 <sub>3</sub>	3 <sub>4</sub>	23	60%
(12) Industrial complexes	15	60	0.4	6	3 <sub>3</sub>	3 <sub>4</sub>	23	60%
(13) Ambulance stations <sub>5</sub>	15	60	0.4	6	3 <sub>3</sub>	3 <sub>4</sub>	23	60%
(14) "removed"								

(Revised – Bylaw No. 9302 – August 20, 2015)

(Revised – Bylaw No. 9371 – May 24, 2016)



### Notes to Development Standards

- 1 Adult mini-theatres are permitted provided that they are located only on a site with a minimum radial separation distance of 150 metres or more from the property line of any site in a Residential District, any site with an existing public or private school, any site with an existing place of worship, any site with an existing child care centre, any public park or other use which may have a playground as an ancillary element, and any site with another existing adult mini-theatre.
- 2 Accessory buildings shall be permitted only in the side or rear yard of any site.
- 3 A side yard shall be provided of not less than 3 metres, unless the IL2 District abuts an R, M or B District without the intervention of a street or lane, in which case the side yard shall be not less than 6 metres.
- 4 A rear yard shall be provided of not less than 3 metres, unless the IL2 District abuts an R, M or B District without the intervention of a street or lane, in which case the rear yard shall not be less than 6 metres.
- 5 Sleeping quarters in conjunction with an ambulance station are prohibited.
- 6 "removed"  
(Revised – Bylaw No. 9302 – August 20, 2015)  
(Revised – Bylaw No. 9371 – May 24, 2016)

### Office and Office Use

"a clearer definition as to limit working spaces that occur in cubicles, at desks, or in offices that process and store commodities of the trade."

### Materials testing workshop

"a clearer definition as to limit working spaces that occur in cubicles, at desks, or in offices that process and store commodities of the trade."

### Contractor

"a clear definition as to what this means to the City."

There should not be any reference to Office and Office building in the Permitted Use section of the zoning. You can not say that Office Use is limited and must always be subordinate, but then give a distinct Permitted Use statement with setbacks and coverage implying a stand alone structure. If am allowed to build a stand alone office structure of up to 325 m2 then this is always the case. If I add a warehouse or shop for this or another task, then neither is subordinate to each other. You could just say that a max. of 325 sq m of office space is permitted on a site and leave it at that. Whether it is stand alone, subordinate or even dominant, it really makes no difference and this would be clear to all that read it then.



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## Land Use Applications Received for the Period from May 11, 2017 to August 16, 2017

### Recommendation

That the information be received.

### Topic and Purpose

The purpose of this report is to provide detailed information on land use applications received by the Community Services Department for the period from May 11, 2017 to August 16, 2017.

### Report

Each month, land use applications are received and processed by the Community Services Department; see Attachment 1 for a detailed description of these applications.

### Public Notice

Public notice, pursuant to Section 3 of Public Notice Policy No. C01-021, is not required.

### Attachment

1. Land Use Applications

### Report Approval

Reviewed by: Lesley Anderson, Director of Planning and Development

Approved by: Randy Grauer, General Manager, Community Services Department

S/Reports/2017/PD/Land Use Apps/PDCS – Land Use Apps – September 5, 2017/ks

## Land Use Applications Received for the Period from May 11, 2017 to August 16, 2017

The following applications have been received and are being processed:

### Condominium

- Application No. 4/17: 106 Willis Crescent (33 Units)  
 Applicant: Webb Surveys for Serenity Pointe Developments Ltd.  
 Legal Description: Unit 3, Plan No. 102084252  
 Proposed Use: Redivision of Bare Land Unit 3 to accommodate one 3-storey building consisting of 33 units  
 Current Zoning: M2  
 Neighbourhood: Stonebridge  
 Date Received: May 12, 2017
- Application No. 5/17: 770 Childers Crescent (36 Units)  
 Applicant: Webb Surveys for Dream 350 Kensington Ventures  
 Legal Description: Parcel NN, Plan No. 102249727  
 Proposed Use: One 3-storey building with 36 residential units  
 Current Zoning: RM3  
 Neighbourhood: Kensington  
 Date Received: May 23, 2017
- Application No. 6/17: 502 Wellman Crescent (9 Units)  
 Applicant: Webb Surveys for Streetscape Properties Inc.  
 Legal Description: Lot 3, Block 201, Plan No. 102035999  
 Proposed Use: Surface condominium development consisting of nine commercial units  
 Current Zoning: IB  
 Neighbourhood: Stonebridge  
 Date Received: June 20, 2017
- Application No. 7/17: 1071 Kolynchuk Crescent (3 Units)  
 Applicant: Webb Surveys for North Prairie Developments Ltd.  
 Legal Description: Unit 1, Plan No. 102251034  
 Proposed Use: Two condominium units  
 Current Zoning: RMTN  
 Neighbourhood: Stonebridge  
 Date Received: June 30, 2017

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## Discretionary Use

- Application No. D9/17: 775 LaBine Court  
Applicant: D & S Homes Ltd.  
Legal Description: Lot 50, Block 214, Plan No. 102171732  
Proposed Use: Care Home  
Current Zoning: R1A  
Neighbourhood: Kensington  
Date Received: May 23, 2017
- Application No. D10/17: 109 - 419 Willowgrove Square  
Applicant: Kaylee Hawryliw  
Legal Description: Lot D, Block 520, Plan No. 102199888  
Proposed Use: Preschool  
Current Zoning: B1B  
Neighbourhood: Willowgrove  
Date Received: May 26, 2017
- Application No. D12/17: 2228 Herman Avenue  
Applicant: Bryan McCrea, 3twenty Modular  
Legal Description: Lots 11 to 43 inclusive, excluding Lots 27 and 28, Block 13, Plan No. H4128  
Proposed Use: Private School  
Current Zoning: RMTN  
Neighbourhood: Exhibition  
Date Received: June 26, 2017

## Subdivision

- Application No. 13/17: Kensington Union/Lane/Boulevard  
Applicant: 20/20 Geomatics Ltd. for City of Saskatoon  
Legal Description: Part NW ¼ 35-36-6 W3  
Proposed Use: To create two mixed-use sites and two multi-family sites  
Current Zoning: N/A  
Neighbourhood: Kensington  
Date Received: March 23, 2017
- Application No. 17/17: 3401 Dieppe Street  
Applicant: Webb Surveys for Richard and Elizabeth Risdale  
Legal Description: Part of Lot 3, Block 519, Plan No. 64S17888  
Proposed Use: To create an additional lot for residential use  
Current Zoning: R2  
Neighbourhood: Montgomery Place  
Date Received: May 9, 2017

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Subdivision

- Application No. 18/17: Boychuk Drive and Highway No. 16  
Applicant: Meridian Surveys Ltd. for Saskatoon Land Division  
Legal Description: Municipal Buffer Strips MB5 and MB8 and Parcel E, Plan No. 97S17318 and Municipal Buffer Strip MB11, Plan No. 94S41242  
Proposed Use: R1A  
Current Zoning: R1A  
Neighbourhood: Rosewood/Lakeview  
Date Received: May 10, 2017
- Application No. 19/17: 250 Palliser Court  
Applicant: Meridian Surveys Ltd.  
Legal Description: Parcel KK, Plan No. 102150807  
Proposed Use: To revise layout of condominium  
Current Zoning: RMTN1  
Neighbourhood: Kensington  
Date Received: May 15, 2017
- Application No. 20/17: Stilling Lane/Street  
Applicant: Meridian Surveys Ltd. for Casablanca Holdings Inc.  
Legal Description: Part of NW ¼ 17-36-4 W3  
Proposed Use: To create residential lots  
Current Zoning: FUD  
Neighbourhood: Rosewood  
Date Received: May 18, 2017
- Application No. 21/17: 636 University Drive  
Applicant: Meridian Surveys Ltd. for Christopher and Amy Masich  
Legal Description: All of Lot 15 and Part of Lot 14, Block 85, Plan No. B1856  
Proposed Use: Residential  
Current Zoning: R2  
Neighbourhood: Nutana  
Date Received: May 30, 2017
- Application No. 22/17: 275 Kensington Boulevard  
Applicant: Webb Surveys for Innovative Residential  
Legal Description: Parcel EE, Plan No. 102164475  
Proposed Use: Commercial  
Current Zoning: B1B  
Neighbourhood: Kensington  
Date Received: June 2, 2017

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Subdivision

- Application No. 24/17:  
Applicant: McClocklin Road/Claypool Drive  
Meridian Surveys Ltd. for DREAM Asset Management Corporation  
Legal Description: NE ¼ 6-37-5 W3, Proposed Block 100  
Proposed Use: Commercial  
Current Zoning: B2  
Neighbourhood: Hampton Village  
Date Received: June 6, 2017
- Application No. 25/17:  
Applicant: 2020 Brighton Common  
Meridian Surveys Ltd. for DREAM Asset Management Corporation  
Legal Description: Block 113, Plan No. 102208373  
Proposed Use: Residential  
Current Zoning: RMTN  
Neighbourhood: Brighton  
Date Received: June 15, 2017
- Application No. 26/17:  
Applicant: McOrmond Drive  
Meridian Surveys Ltd. for DREAM Asset Management Corporation  
Legal Description: Parcel 109, Plan No. 102228836  
Proposed Use: Residential  
Current Zoning: N/A  
Neighbourhood: Brighton  
Date Received: June 29, 2017
- Application No. 27/17:  
Applicant: 1400 and 1402 Quebec Avenue  
Meridian Surveys Ltd. for Kelswood Properties Inc.  
Legal Description: Lots B, C, and D, Block 13, Plan Nos. G727, 101325787, and 102218026  
Proposed Use: Commercial  
Current Zoning: 1L1  
Neighbourhood: Kelsey Woodlawn  
Date Received: June 29, 2017
- Application No. 28/17:  
Applicant: 1219 Crescent Boulevard  
Webb Surveys for Colin Bradley Cattell and Kelly Cattell  
Legal Description: Part of Lot 13 and All of Lot 14, Block 8, Plan No. G861  
Proposed Use: Residential  
Current Zoning: R2  
Neighbourhood: Montgomery Place  
Date Received: July 6, 2017

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## Subdivision

- Application No. 29/17: Rosewood Drive West/Burgess Crescent  
Applicant: Meridian Surveys Ltd. for Rosewood Land Inc.  
Legal Description: Parcel DD, Plan No. 102028586  
Proposed Use: Residential  
Current Zoning: N/A  
Neighbourhood: Rosewood  
Date Received: July 7, 2017
  
- Application No. 30/17: 619 and 715 Evergreen Boulevard  
Applicant: Webb Surveys for Riverbend Developments Ltd.  
Legal Description: Parcel M, Plan No. 102074510 and  
Parcel O, Plan No. 102088953  
Proposed Use: Residential  
Current Zoning: RMTN  
Neighbourhood: Evergreen  
Date Received: July 13, 2017

## **Attachments**

1. Plan of Proposed Condominium No. 4/17
2. Plan of Proposed Condominium No. 5/17
3. Plan of Proposed Condominium No. 6/17
4. Plan of Proposed Condominium No. 7/17
5. Plan of Proposed Discretionary Use No. D9/17
6. Plan of Proposed Discretionary Use No. D10/17
7. Plan of Proposed Discretionary Use No. D12/17
8. Plan of Proposed Subdivision No. 13/17
9. Plan of Proposed Subdivision No. 17/17
10. Plan of Proposed Subdivision No. 18/17
11. Plan of Proposed Subdivision No. 19/17
12. Plan of Proposed Subdivision No. 20/17
13. Plan of Proposed Subdivision No. 21/17
14. Plan of Proposed Subdivision No. 22/17
15. Plan of Proposed Subdivision No. 24/17
16. Plan of Proposed Subdivision No. 25/17
17. Plan of Proposed Subdivision No. 26/17
18. Plan of Proposed Subdivision No. 27/17
19. Plan of Proposed Subdivision No. 28/17
20. Plan of Proposed Subdivision No. 29/17
21. Plan of Proposed Subdivision No. 30/17

PROJ. 102084-142  
 10/20/11  
 10/20/11

Sheet 1 of 3  
 Site Plan &  
 Structure of Unit Factors

*Seventy-Prince*  
 PLAN OF SURVEY SHOWING  
 SURFACE BARE LAND  
 CONDOMINIUM  
 LOT 5, BLOCK 195  
 PLAN NO. 102078761  
 S.E. 1/4 SEC. 15  
 TWP. 36, RGE. 5, W. 3RD MER.  
 SASKATOON, SASKATCHEWAN  
 SCALE 1:500  
 BY T.R. WEBB, S.L.S.  
 SEPTEMBER - NOVEMBER 2011

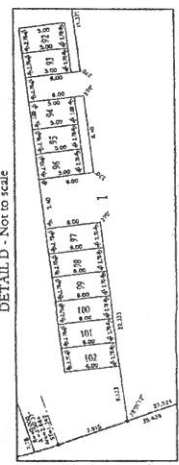
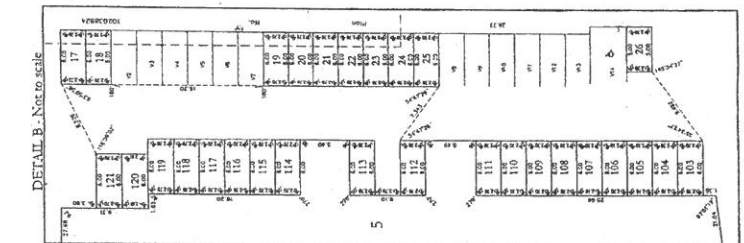
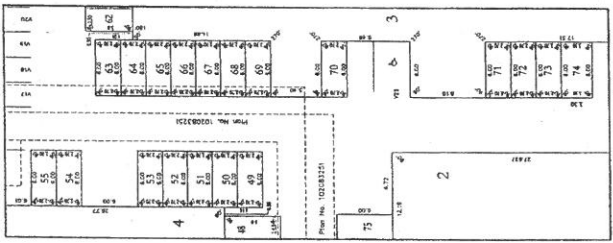
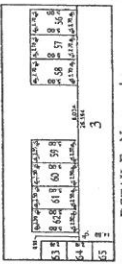
1. This plan is a subdivision of land under the provisions of the *Condominium Act, S.S. 1998, c. S-24.1*, and the units are created by the division of the land into units.  
 2. The units are created by the division of the land into units, and the units are created by the division of the land into units.  
 3. The units are created by the division of the land into units, and the units are created by the division of the land into units.  
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 8. The units are created by the division of the land into units, and the units are created by the division of the land into units.  
 9. The units are created by the division of the land into units, and the units are created by the division of the land into units.  
 10. The units are created by the division of the land into units, and the units are created by the division of the land into units.

KEYPLAN - Not to scale



UNIT FACTOR SCHEDULE

Unit No.	Area (sq. ft.)	Volume (cu. ft.)	Factor
1	100.00	100.00	1.00
2	100.00	100.00	1.00
3	100.00	100.00	1.00
4	100.00	100.00	1.00
5	100.00	100.00	1.00
6	100.00	100.00	1.00
7	100.00	100.00	1.00
8	100.00	100.00	1.00
9	100.00	100.00	1.00
10	100.00	100.00	1.00
11	100.00	100.00	1.00
12	100.00	100.00	1.00
13	100.00	100.00	1.00
14	100.00	100.00	1.00
15	100.00	100.00	1.00
16	100.00	100.00	1.00
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27	100.00	100.00	1.00
28	100.00	100.00	1.00
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100	100.00	100.00	1.00

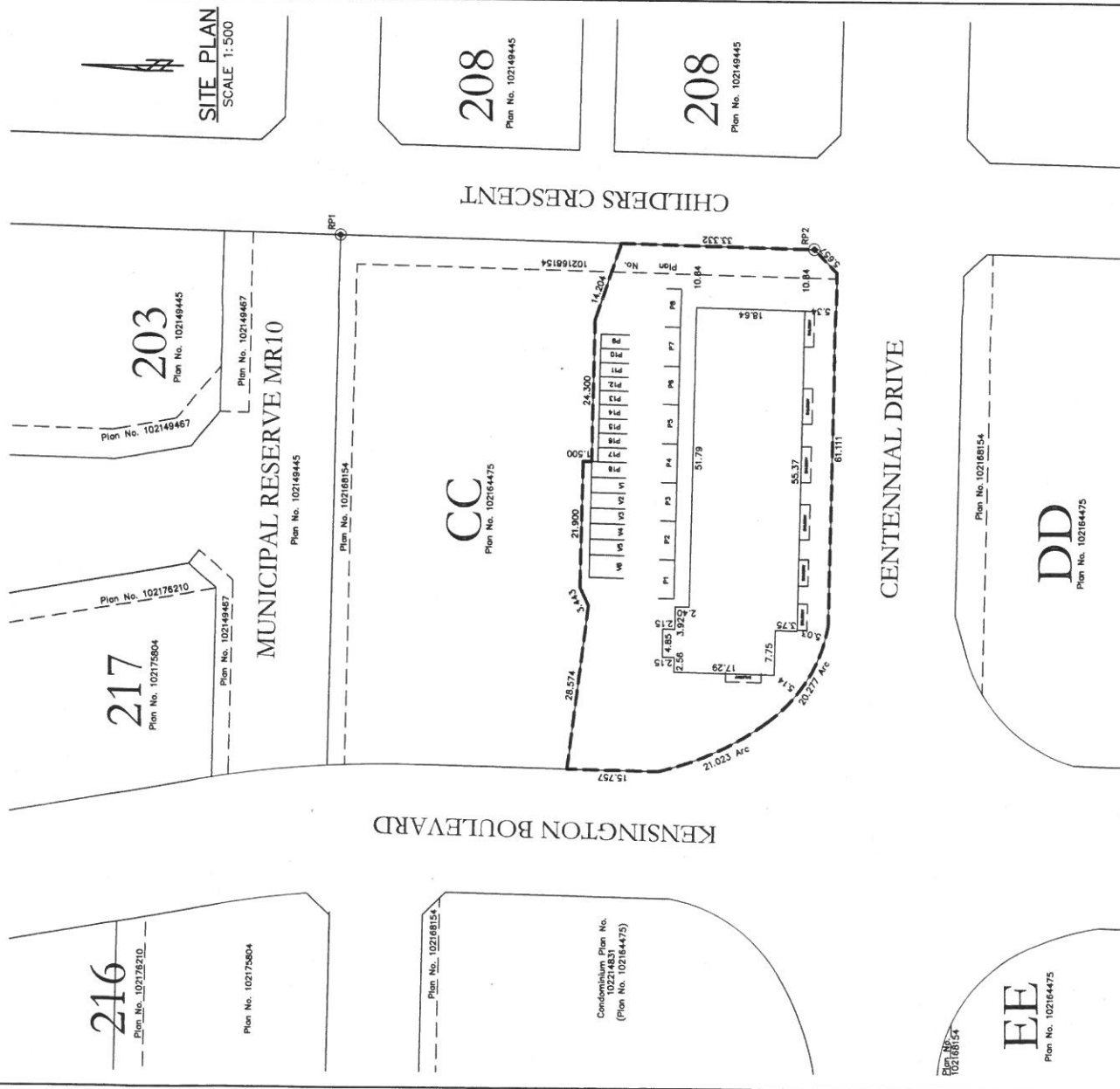


Checked by: T.R. Webb, S.L.S.  
 Drawn by: T.R. Webb, S.L.S.  
 Date: 10/20/11

SHEET NUMBER 1 OF 3  
SITE PLAN & LEGEND

PLAN OF SURVEY SHOWING SURFACE BUILDING CONDOMINIUM FOR PARCEL NN,  
PLAN NO. 102249727  
S.W. 1/4 OF SEC. 35  
TWP. 36, RGE. 6, W. 3rd MER.  
SASKATOON, SASKATCHEWAN  
BY: T.R. WEBB, S.L.S.  
DATE: JANUARY 2016 - MAY 2017  
SCALE: AS SHOWN

- LEGEND:**
- Measurements are in metres and decimals thereof.
  - Measurements indicating the position of the building in relation to the outer boundaries of the parcel are taken to the concrete foundation at ground level.
  - Residential unit numbers are shown as 1, 2, 3, etc. on sheets 2 and 3
  - Regular residential unit boundaries are shown on Sheets 2 and 3 by a heavy solid line and are defined as follows:
    - the exterior surface of any interior finishing material that forms the surface of any common and exterior wall, floor, or ceiling.
  - The doors and windows form part of the regular residential units.
  - All exterior surfaces are common property.
  - The owner of each regular residential unit shall have exclusive use of that balcony to which that unit has sole access.
  - Parking spaces are in accordance with Section 110(x) of the Condominium Property Act.
  - Parking spaces shown on Sheets 1 and 2 are designated P1, P2, P3, etc.
  - Visitor parking spaces shown on Sheet 1 are designated as V1, V2, V3 etc.
  - All areas not designated with a unit number are common property.
  - Area to be approved is outlined by a heavy dashed line.
  - The parcel within the line of approval has an Extension 0.
  - Standard iron posts found are shown thus:  $\bigcirc$  RPI  $\bigcirc$  RP2  $\blacklozenge$
  - Reference Points are shown thus:  $\bigcirc$  RPI  $\bigcirc$  RP2
  - The Datum used: NAD83 (CSRS98)
  - The Projection used: UTM Zone 13N extended
  - Geo-referenced points were derived from QNS5 and post processed from the Precise Positioning Service from Natural Resources Canada
  - RP Coordinates are derived as of January 27, 2016

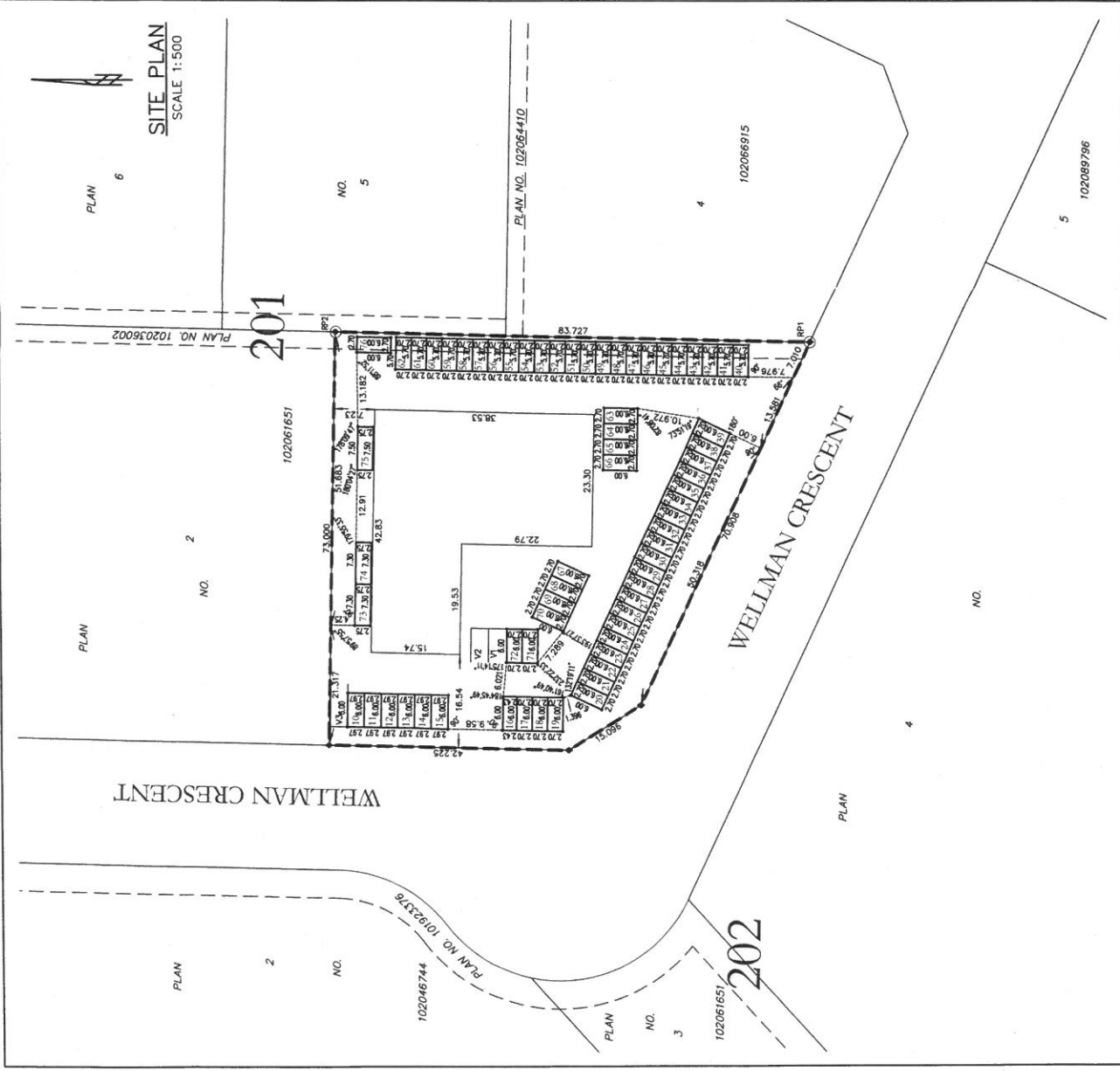


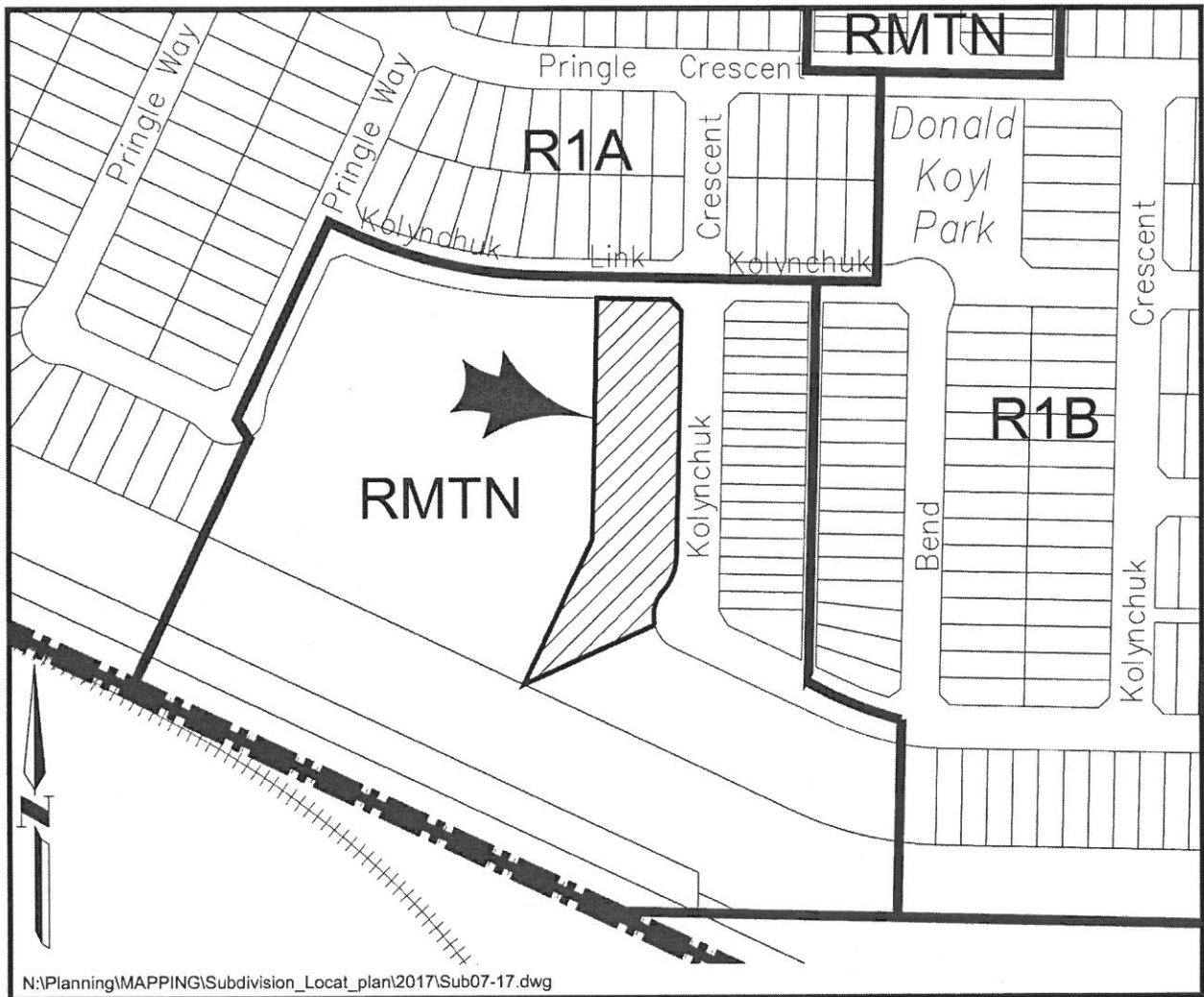


SHEET NUMBER 1 OF 2  
 SITE PLAN & LEGEND

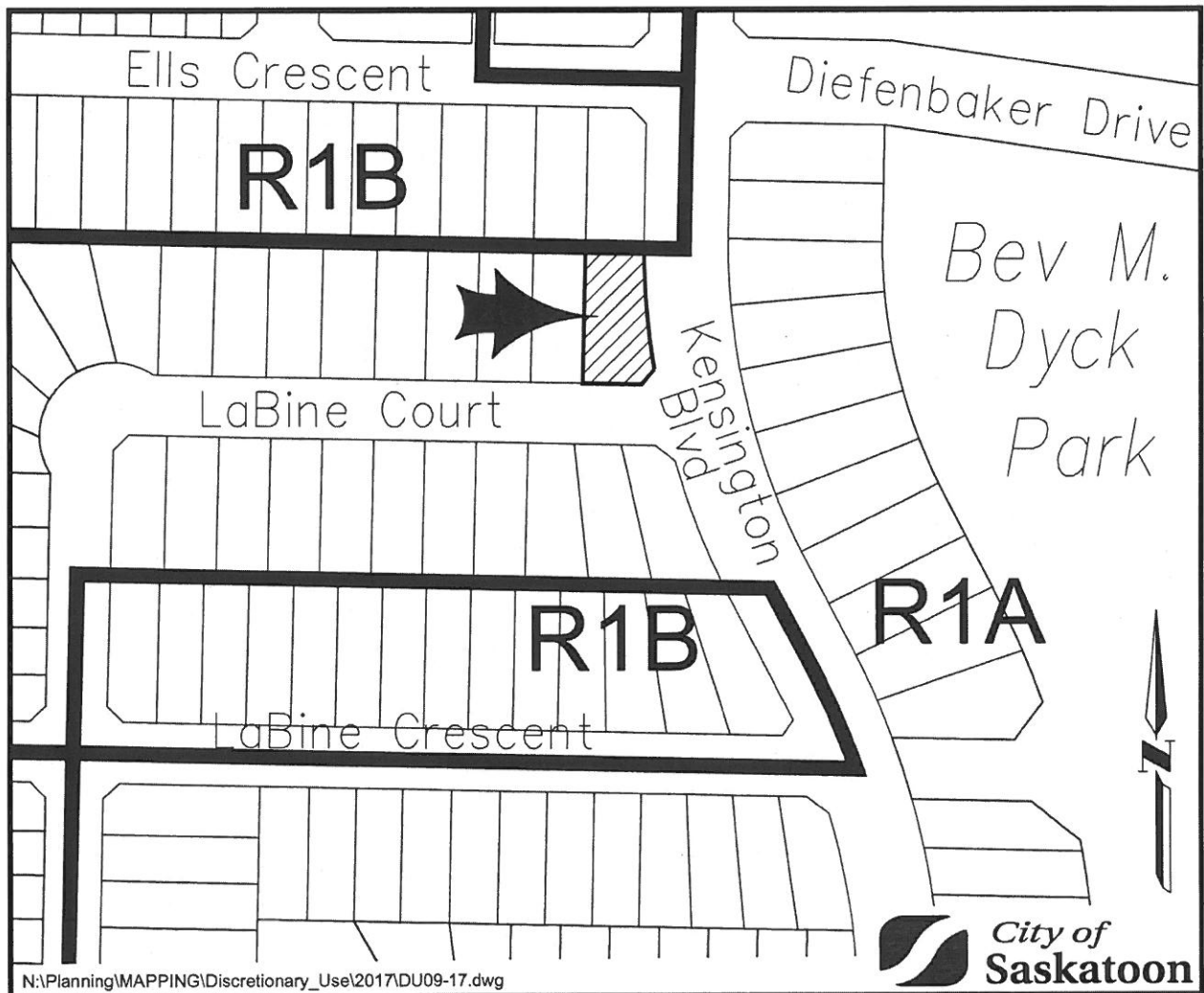
PLAN OF SURVEY SHOWING SURFACE BUILDING CONDOMINIUM IN ACCORDANCE WITH SECTION 14 OF THE CONDOMINIUM PROPERTY ACT 1993, FOR Lot 3 in Block 201 Plan No. 102035999 N.W. 1/4 OF SECTION 10 TWP. 36, RGE. 5, W. 3rd MER. SASKATOON, SASKATCHEWAN BY: T.R. WEBB, S.L.S. DATE: OCTOBER 2014 - APRIL 2017 SCALE: AS SHOWN

- LEGEND:
1. Measurements are in metres and decimals thereof.
  2. Measurements indicating the position of the building in relation to the outer boundaries of the parcel are taken to the concrete foundation of ground level.
  3. Commercial and Parking unit numbers are shown as 1, 2, 3, etc. on sheets 1 and 2.
  4. Regular commercial unit boundaries are shown on Sheet 2 by a heavy solid line and are defined as follows:
    - the exterior surface of any interior finishing material that forms the surface of any common and exterior wall, floor, or ceiling.
  5. The doors and windows form part of the regular commercial units.
  6. All exterior surfaces are common property.
  7. Parking Units have interior angles of 90°
  8. Parking unit corners are marked by 0.013 x 0.450 small iron posts and shown thus...\*
  9. Parking units are in accordance with Section 11(2)(b) of The Condominium Property Act.
  10. Visitor parking spaces shown on Sheet 1 are designated as V1, V2, V3 etc.
  11. All areas not designated with a unit number are common property.
  12. Area to be approved is outlined by a heavy dashed line.
  13. The parcel within the line of approval has an Extension 0.
  14. Standard iron posts found are shown thus unless otherwise indicated...◆
  15. Reference Points are shown thus...○RP1 ○RP2
  16. The Datum used: NAD83 (CSRS)
  17. The Projection used: UTM Zone13N extended
  18. RP Coordinates were derived from the "Precision Point Positioning Service from Natural Resources Canada"
  19. Geo-referenced points are derived from GNSS observations
  20. RP Coordinates are derived as of October 24, 2014

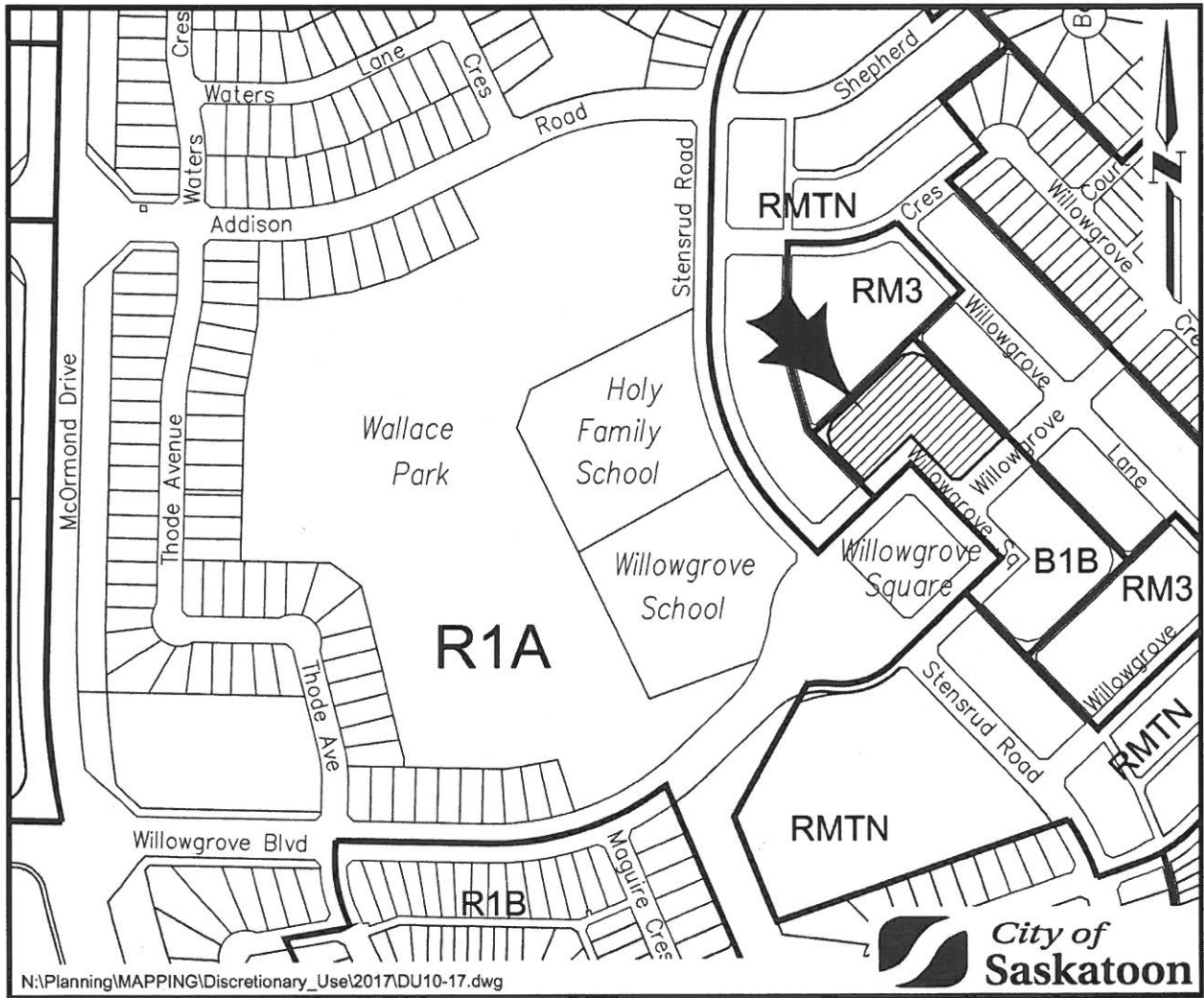




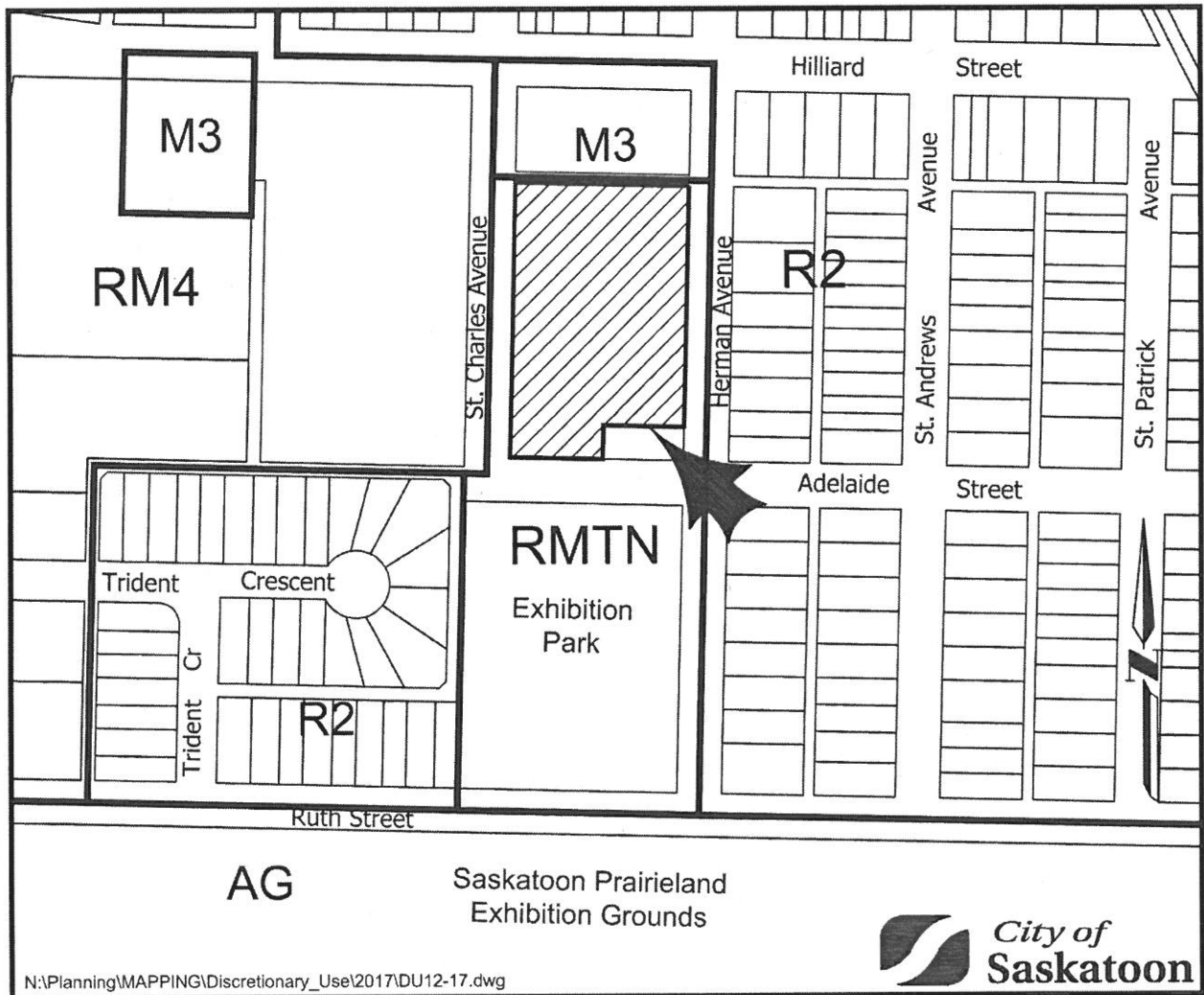
Plan of Proposed Discretionary Use No. D9/17



Plan of Proposed Discretionary Use No. D10/17



Plan of Proposed Discretionary Use No. D12/17



PLAN OF PROPOSED SUBDIVISION  
OF PART OF  
NW.1/4 SECTION 35  
TWP.36 - RGE.6 - W.3M.  
CITY OF SASKATOON  
M.M. VANSTONE, S.L.S.  
2016

Dated at Regina in the Province of Saskatchewan this 22nd day of December, 2016.



*M.M. Vanstone*  
Saskatchewan Land Surveyor

EXAMINED: CITY OF SASKATOON

*[Signature]*

Saskatoon Land Division of the Asset and Financial Management Department

*March 23*, A.D. 2017.

EXAMINED: CITY OF SASKATOON

: Approved under the provisions of Bylaw No. 6537 of the City of Saskatoon.

: General Manager of the Community Services Department

, A.D. 2017.

REVISION

1.) Added 3m & 5m Easements.

Jan. 11, 2017

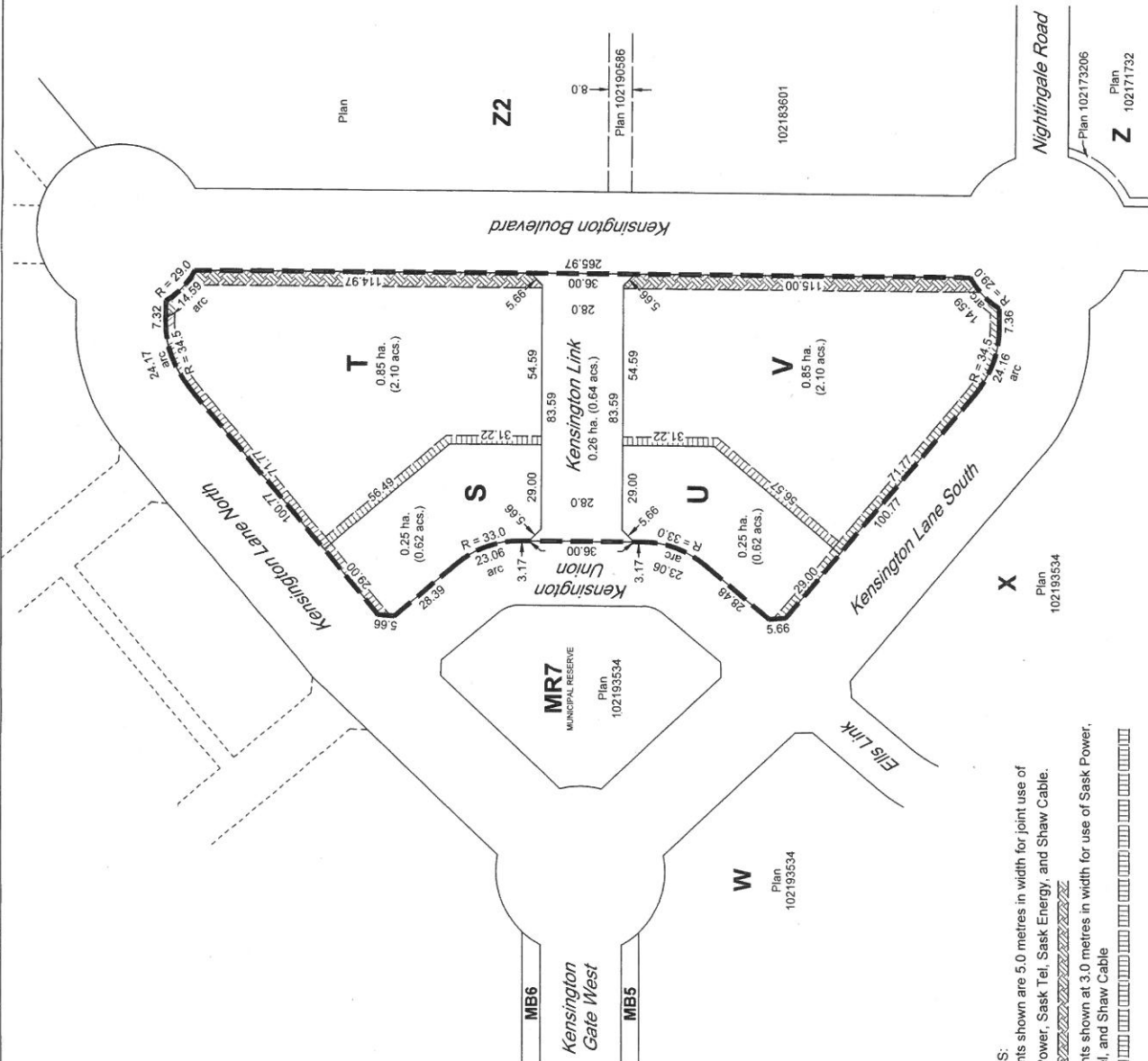
NOTE:

- Measurements are in metres and decimals thereof. Measurements shown are approximate & may vary by up to 1m subject to final survey.
- Area to be registered is outlined in bold dashed line and contains 2.46 ha. (6.08 acs.)

Phone: 306-306-2020  
Fax: 306-306-2021  
Regina, S  
www.2020



Drawn by: J.B.W. Scale 1:1500 Plan 10217320



- EASEMENTS:
- Easements shown are 5.0 metres in width for joint use of Sask Power, Sask Tel, Sask Energy, and Shaw Cable.
  - Easements shown at 3.0 metres in width for use of Sask Power, SaskTel, and Shaw Cable

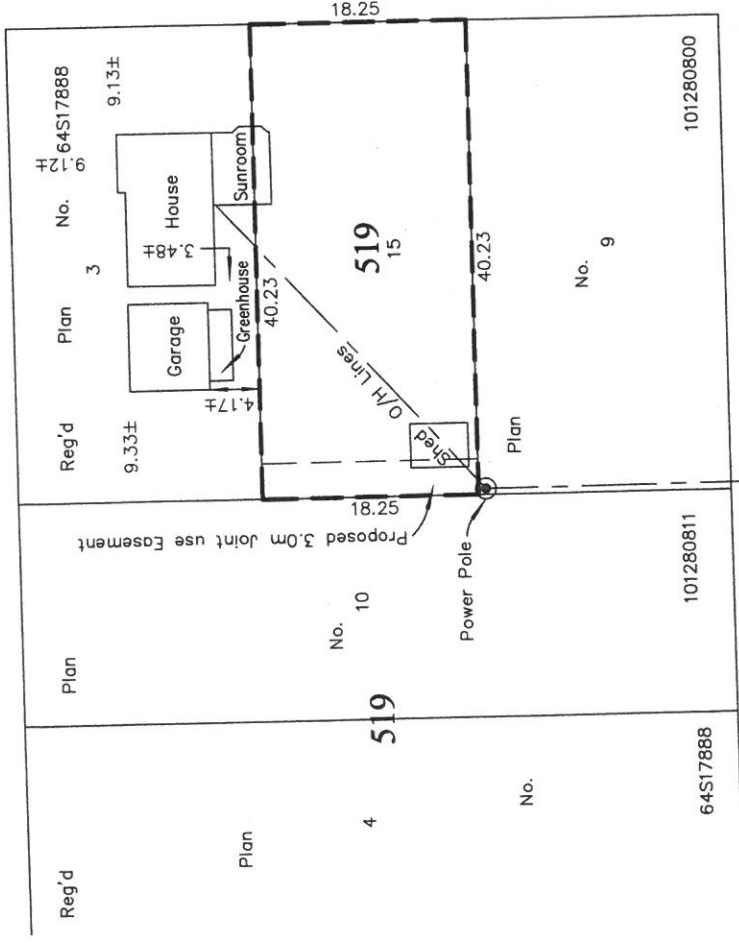
**PLAN OF PROPOSED  
SUBDIVISION OF PART OF  
LOT 3, BLOCK 519  
REG'D PLAN NO. 64S17888  
3401 DIEPPE STREET  
SASKATOON, SASKATCHEWAN  
BY D.L. CODLING S.L.S.  
SCALE 1:500**



**Street**

Approximate Buried Gas Line

**Dieppe**



**Note:**  
Greenhouse and Sunroom  
to be removed

Dimensions shown are in metres and decimals thereof.

Portion of this plan to be approved is outlined with a bold, dashed line and contains 0.07± ha (0.18± ac.).

Distances shown are approximate and may vary from the final plan of survey by ± 0.5 m

*[Signature]*  
D.L. Codling  
May 6 2017  
Saskatchewan Land Surveyor

Seal

Approved under the provisions of  
Bylaw No. 6537 of the  
City of Saskatoon

Director of Planning &  
Development Division

No. 101280787

No.

**519**

Plan

Prepared by  
*[Signature]*  
© 2016  
17-3096sr

**City of Saskatoon**  
 Approved under the provisions of Bylaw No. 6537  
 of the City of Saskatoon

General Manager of Community Services or Designate

**NOTES**

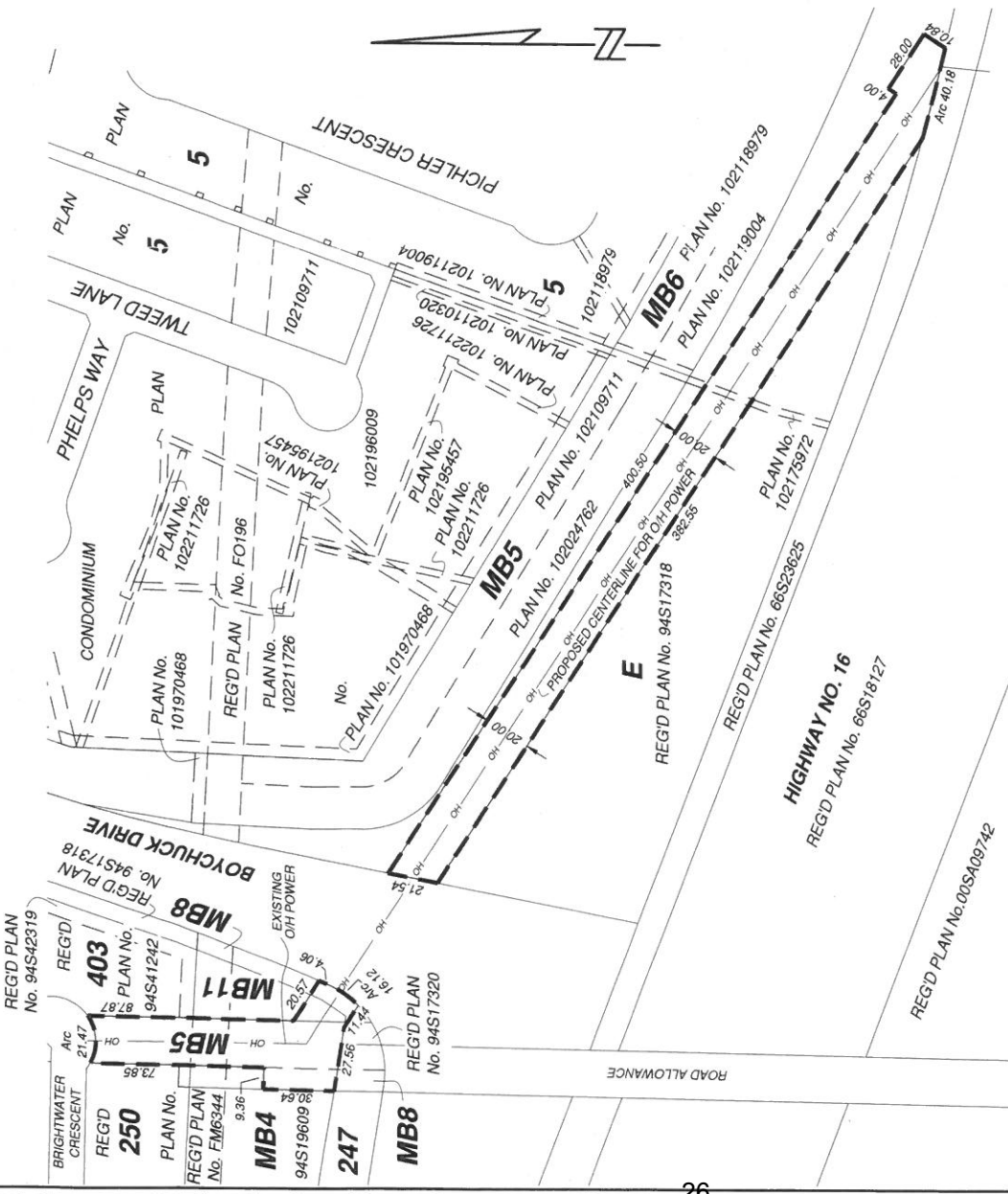
- Measurements are in metres and decimals thereof.
- Standard road allowances shown on this plan are 20.117m in width.
- Portion to be surveyed is outlined by a heavy broken line and contains 1.11 Hectares more or less.
- Distances are approximate and may vary by 2.0m.
- Meridian Surveys Ltd. makes no guarantee as to the exact location of the facilities shown. The location of the facilities must be verified by the owner of the said facilities prior to any construction activities.

**PLAN OF PROPOSED  
 FEATURE UTILITY RIGHT OF WAY**

affecting  
 Municipal Buffer Strips MB5 & MB8 and Parcel E  
 Reg'd Plan No. 94S17318  
 and Municipal Buffer Strip MB11  
 Reg'd Plan No. 94S41242

in S.W. ¼ Sec. 18 - Twp. 36 - Rge. 04 - W3M  
**Saskatoon, SASK.**  
 Scale 1:2000

No.	Date	Revision	
Drawn By:	Checked By:	Date:	File No.
tc	gar	March 30, 2017	S17089
			Drawing Name:
			S17089_Dev.dwg



Examined and Approved:  
 City of Saskatoon

By: *Don Fetter*  
 SASKATCHEWAN LAND SURVEYOR

Representative

Date



**PROPOSED  
PLAN OF SURVEY  
SHOWING  
SURFACE BARE LAND  
CONDOMINIUM**

WITHIN  
**PARCEL KK, PLAN No. 102150807  
S.W. 1/4 SEC. 35-TWP. 36-RGE. 6-W. 3MR.  
CITY OF SASKATOON  
SASKATCHEWAN  
BY: M.G. RADOUX, S.L.S.  
DATE: MARCH, 2017**

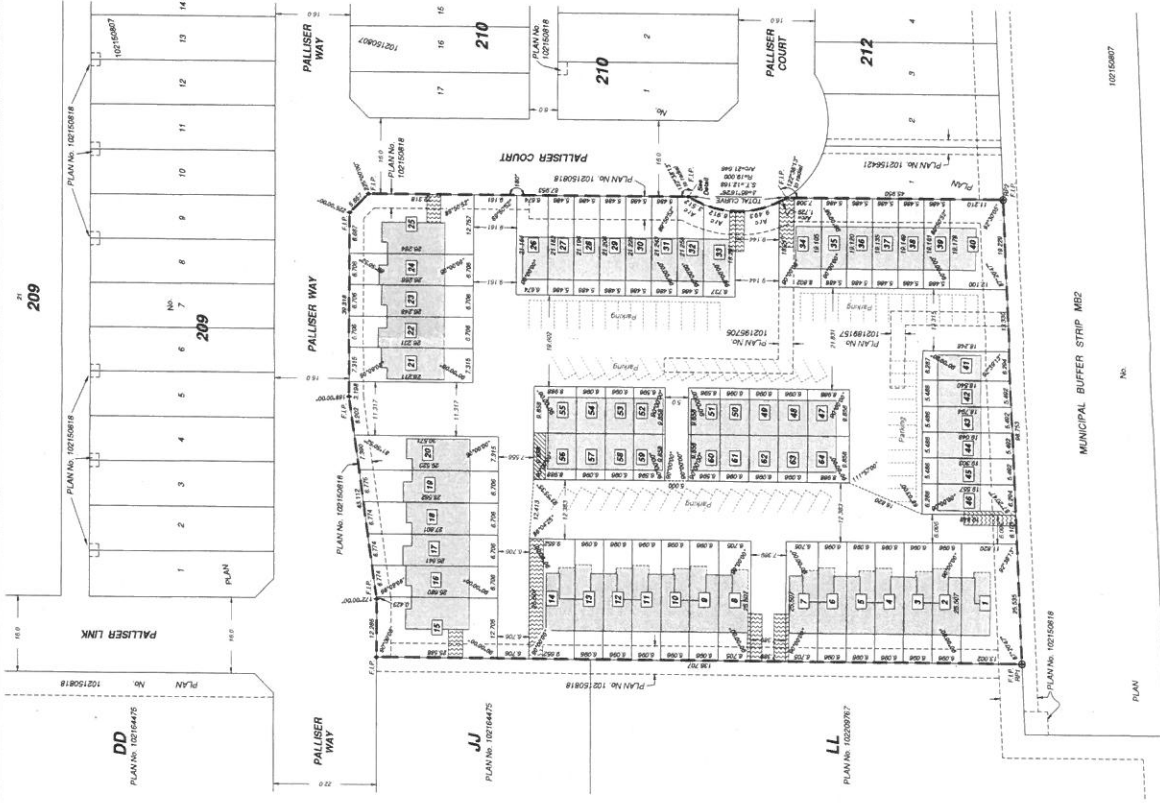
SCALE: 1 : 500

**LEGEND**  
MEASUREMENTS ARE IN METRES AND DECIMALS THEREOF  
BARE LAND UNIT NUMBERS ARE SHOWN THIS: [ ] [ ] [ ] [ ] [ ] [ ]  
UNIT CORNERS ARE MARKED BY 0.10 BY 0.10 METRE (4 INCH) SMALL IRON POSTS  
AREA TO BE APPROVED IS OUTLINED BY A HEAVY DASHED LINE  
THE PROPOSED SUBDIVISION IS A SURFACE BARE LAND CONDOMINIUM  
ALL LOTS ARE TO BE CONVEYED TO THE SURVEYOR'S OFFICE WITH AN EXTENSION OF 0.10 METRE (4 INCH) TO THE ADJACENT PROPERTY  
PARKING SPACES ARE IN ACCORDANCE WITH SECTION 11 (1) (C) AND SECTION 11 (1) (D) OF THE CONDOMINIUM PROPERTY ACT.  
DIMENSIONS ARE SHOWN THIS: O P P T  
PROJECTIONS USED: UTM ZONE 18N EXTENDED  
REFERENCED POINTS DERIVED FROM GNSS OBSERVATIONS  
REFERENCES WERE OBTAINED ON MARCH 14, 2015  
ALL DIMENSIONS ARE SHOWN THIS: O P P T  
ON CONDOMINIUM PLAN 102148527 APPROVED 14-APR-2015

EXISTING BUILDINGS ARE SHOWN THIS: [ ] [ ] [ ] [ ] [ ] [ ]  
PROPOSED BUILDINGS ARE SHOWN THIS: [ ] [ ] [ ] [ ] [ ] [ ]

TYPICAL STRAIGHT-IN PARKING IS SHOWN THIS: [ ] [ ] [ ] [ ] [ ] [ ]  
TYPICAL ANGLE PARKING IS SHOWN THIS: [ ] [ ] [ ] [ ] [ ] [ ]

ALL PARKING SPACES NOT WITHIN A UNIT ARE COMMON PROPERTY.  
PROPOSED 2m. SETBACKS ARE SHOWN THIS: [ ] [ ] [ ] [ ] [ ] [ ]  
PROPOSED 2m. SETBACKS ARE SHOWN THIS: [ ] [ ] [ ] [ ] [ ] [ ]



UNIT NUMBER	UNIT FACTOR	UNIT TYPE
1	187.317	Bare Land/Res
2	186.195	Bare Land/Res
3	186.195	Bare Land/Res
4	186.195	Bare Land/Res
5	186.195	Bare Land/Res
6	186.195	Bare Land/Res
7	187.171	Bare Land/Res
8	186.195	Bare Land/Res
9	186.195	Bare Land/Res
10	186.195	Bare Land/Res
11	186.195	Bare Land/Res
12	186.195	Bare Land/Res
13	186.195	Bare Land/Res
14	187.246	Bare Land/Res
15	187.305	Bare Land/Res
16	187.175	Bare Land/Res
17	187.192	Bare Land/Res
18	187.189	Bare Land/Res
19	187.196	Bare Land/Res
20	187.220	Bare Land/Res
21	187.192	Bare Land/Res
22	187.176	Bare Land/Res
23	187.176	Bare Land/Res
24	187.176	Bare Land/Res
25	187.307	Bare Land/Res
26	186.141	Bare Land/Res
27	186.116	Bare Land/Res
28	186.116	Bare Land/Res
29	186.116	Bare Land/Res
30	186.116	Bare Land/Res
31	186.117	Bare Land/Res
32	186.114	Bare Land/Res
33	186.176	Bare Land/Res
34	186.197	Bare Land/Res
35	186.195	Bare Land/Res
36	186.195	Bare Land/Res
37	186.195	Bare Land/Res
38	186.195	Bare Land/Res
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40	187.294	Bare Land/Res
41	186.116	Bare Land/Res
42	186.102	Bare Land/Res
43	186.104	Bare Land/Res
44	186.105	Bare Land/Res
45	186.107	Bare Land/Res
46	186.174	Bare Land/Res
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65	186.189	Bare Land/Res
66	186.189	Bare Land/Res
67	186.189	Bare Land/Res
68	186.189	Bare Land/Res
69	186.189	Bare Land/Res



EXAMINED: CITY OF SASKATOON  
Approved under the provisions of Bylaw No. 6537 of the City of Saskatoon  
General Manager of the Community Services Department  
Date: \_\_\_\_\_ A.D. 20\_\_\_\_  
Application No. \_\_\_\_\_





**ROSEWOOD**  
**PROPOSED PLAN OF SURVEY**  
 SHOWING  
**SURFACE SUBDIVISION**  
 OF PART OF  
**N.W. ¼ SEC. 17-TWP. 36-RGE. 4-W. 3MER.**  
**CITY OF SASKATOON**  
**SASKATCHEWAN**  
 BY: Murray G. Riddoux, S.L.S.  
 SCALE 1:1000

Saskatchewan Land Surveyor

**LEGEND**  
 Distances shown are in metres and decimals thereof.  
 Distances are approximate and may vary by 2.0 metres.  
 Areas shown are approximate and may change upon completion of survey.  
 Areas proposed for subdivision are outlined with a heavy broken line, and contours 2.0 m (6.6 ft) and 1.0 m (3.3 ft) are shown.  
 Distances on curves are arc lengths.  
 Existing easements are shaded gray.  
 3m SaskEnergy  
 3m SaskPower, SaskTel, and Shaw CableSystems  
 5m SaskEnergy, SaskPower, SaskTel, and Shaw CableSystems  
 2.0m x 2.0m SaskPower easement for transformer  
 2.75 x 2.0m SaskPower easement for pedestal  
 indicates Community Mail Box location  
 Proposed easements shown on this plan outside of proposal area are for reference purposes only.

EXAMINED: CASABLANCA HOLDINGS INC. (Owner)

EXAMINED: CITY OF SASKATOON  
 Approved under the provisions of Bylaw No. 6537 of the City of Saskatoon.

General Manager of the Community Services Department

Date: \_\_\_\_\_, A.D. 20\_\_\_\_  
 Application No. \_\_\_\_\_

No.	Date	Description	Drawn By	Checked By
1	May 16/17	Proposed community mail box location added	gmm	gmm
2	May 16/17	Address easement requirements	gmm	gmm
3	May 20/17	Customer revision as of file	gmm	gmm
4	June 20/17	Customer revision as of file	gmm	gmm
5	June 20/17	Customer revision as of file	gmm	gmm
6	June 20/17	Customer revision as of file	gmm	gmm
7	June 20/17	Customer revision as of file	gmm	gmm
8	June 20/17	Customer revision as of file	gmm	gmm
9	June 20/17	Customer revision as of file	gmm	gmm
10	June 20/17	Customer revision as of file	gmm	gmm
11	June 20/17	Customer revision as of file	gmm	gmm
12	June 20/17	Customer revision as of file	gmm	gmm
13	June 20/17	Customer revision as of file	gmm	gmm
14	June 20/17	Customer revision as of file	gmm	gmm
15	June 20/17	Customer revision as of file	gmm	gmm
16	June 20/17	Customer revision as of file	gmm	gmm
17	June 20/17	Customer revision as of file	gmm	gmm
18	June 20/17	Customer revision as of file	gmm	gmm
19	June 20/17	Customer revision as of file	gmm	gmm
20	June 20/17	Customer revision as of file	gmm	gmm
21	June 20/17	Customer revision as of file	gmm	gmm
22	June 20/17	Customer revision as of file	gmm	gmm
23	June 20/17	Customer revision as of file	gmm	gmm
24	June 20/17	Customer revision as of file	gmm	gmm
25	June 20/17	Customer revision as of file	gmm	gmm
26	June 20/17	Customer revision as of file	gmm	gmm
27	June 20/17	Customer revision as of file	gmm	gmm
28	June 20/17	Customer revision as of file	gmm	gmm
29	June 20/17	Customer revision as of file	gmm	gmm
30	June 20/17	Customer revision as of file	gmm	gmm
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100	June 20/17	Customer revision as of file	gmm	gmm



**N.W. 1/4 Sec. 17 - 36 - 4 - 3**

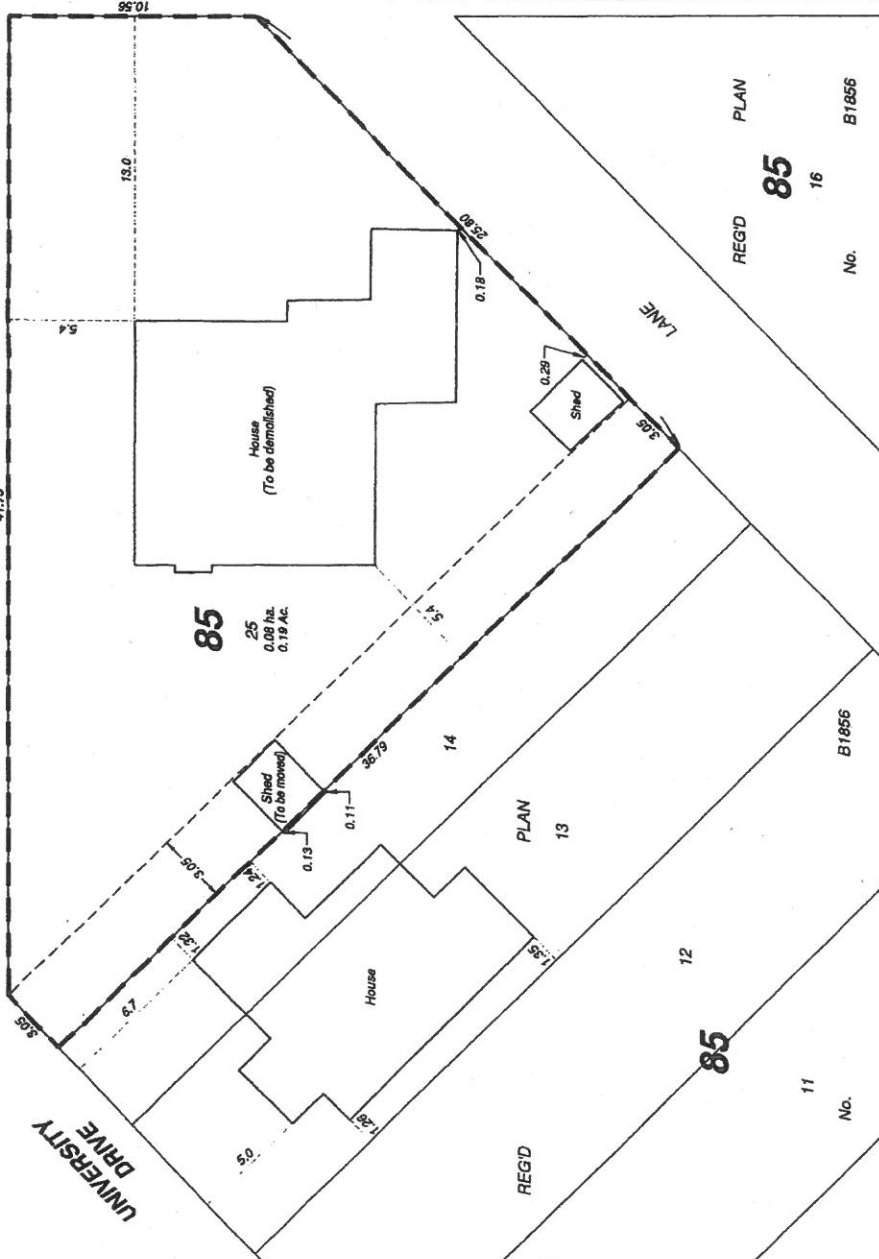
**Municipal Reserve MR18**  
 PENDING PLANNING APPROVAL  
 Application #1117



13TH STREET  
41.73

DUFFERIN AVENUE  
10.56

UNIVERSITY DRIVE  
3.05



**85**  
25  
0.08 hz.  
0.19 Ac.

REGD PLAN  
**85**  
16  
No. B1856

Examined and Approved:  
Owners of Lots 14 & 15 - Block 85 - Reg'd Plan No. B1856:

*[Signature]*  
Christophy Jagger Hirsch

*[Signature]*  
Amy Jo Marsh

May 29/17  
Date

May 29/17  
Date

By: *[Signature]*  
SASKATCHEWAN LAND SURVEYOR

EXAMINED: CITY OF SASKATOON  
: Approved under the Provisions of Bylaw No. 6537 of the City of Saskatoon

: General Manager of the Community Services Department

Date: \_\_\_\_\_, A.D. 2017.

NOTES

- Measurements are in metres and decimals thereof.
- Standard road allowances shown in this plan are 20.117m in width.
- Distances are approximate and may vary by 2 meters.
- Portion to be surveyed is outlined by a heavy broken line and contains 0.08 hectares more or less.

**PLAN OF PROPOSED SUBDIVISION**  
showing subdivision  
of all of Lot 15 and part of Lot 14 - Block 85  
Reg'd Plan No. B1856  
S.E. ¼ Sec. 28 - Twp. 36 - Rge. 5 - WardMer.  
**SASKATOON, SASK.**

Scale 1:200

No.	Date	Revision	Rev. By	Chd. By

Drawn By: mky	Checked By: gar	Date: May 1, 2017	File No. S17087	Drawing Name: S17087rev.dwg	Rev: 0
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Meridian Surveys Ltd.

PLAN OF PROPOSED SURFACE  
BARE LAND CONDOMINIUM FOR  
PARCEL EE

PLAN NO. 102164475

S.W. 1/4 SEC. 35

TWP. 36, RGE. 6, W. 3RD MER.

275 KENSINGTON BLVD.

SASKATOON, SASKATCHEWAN

BY BRAD J. LUEY, S.L.S.

SCALE 1:500

Dimensions shown are in metres and decimals thereof.  
Constructed buildings or buildings to be constructed are wholly within the proposed unit boundaries as shown.  
All areas not designated with a unit number are common property.

Portion of this plan to be approved is outlined with a bold, dashed line and contains 0.82± ha (2.03± ac.).

Distances shown are approximate and may vary from the final plan of survey by ± 0.5m.

Indicates 3.0m Joint Use Easement for SaskPower, SaskTel and Shaw Cable.

*Brad J. Luey*  
Brad J. Luey May 31st 2017  
Saskatchewan Land Surveyor

Seal

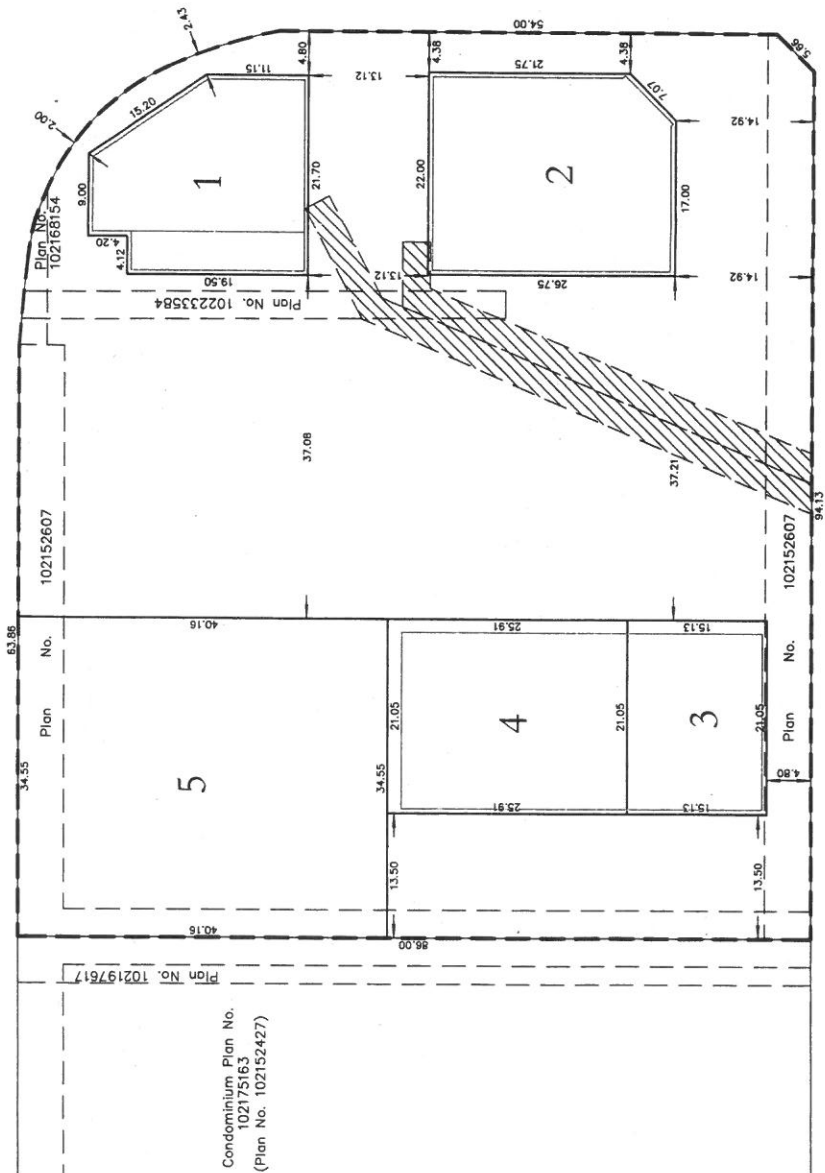


Proposed Subdivision No. 22/17

Approved under the provisions of  
Bylaw No. 6537 of the  
City of Saskatoon

Date \_\_\_\_\_  
Community Services Department

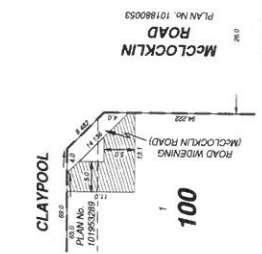
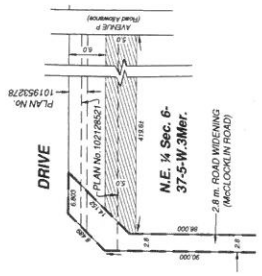
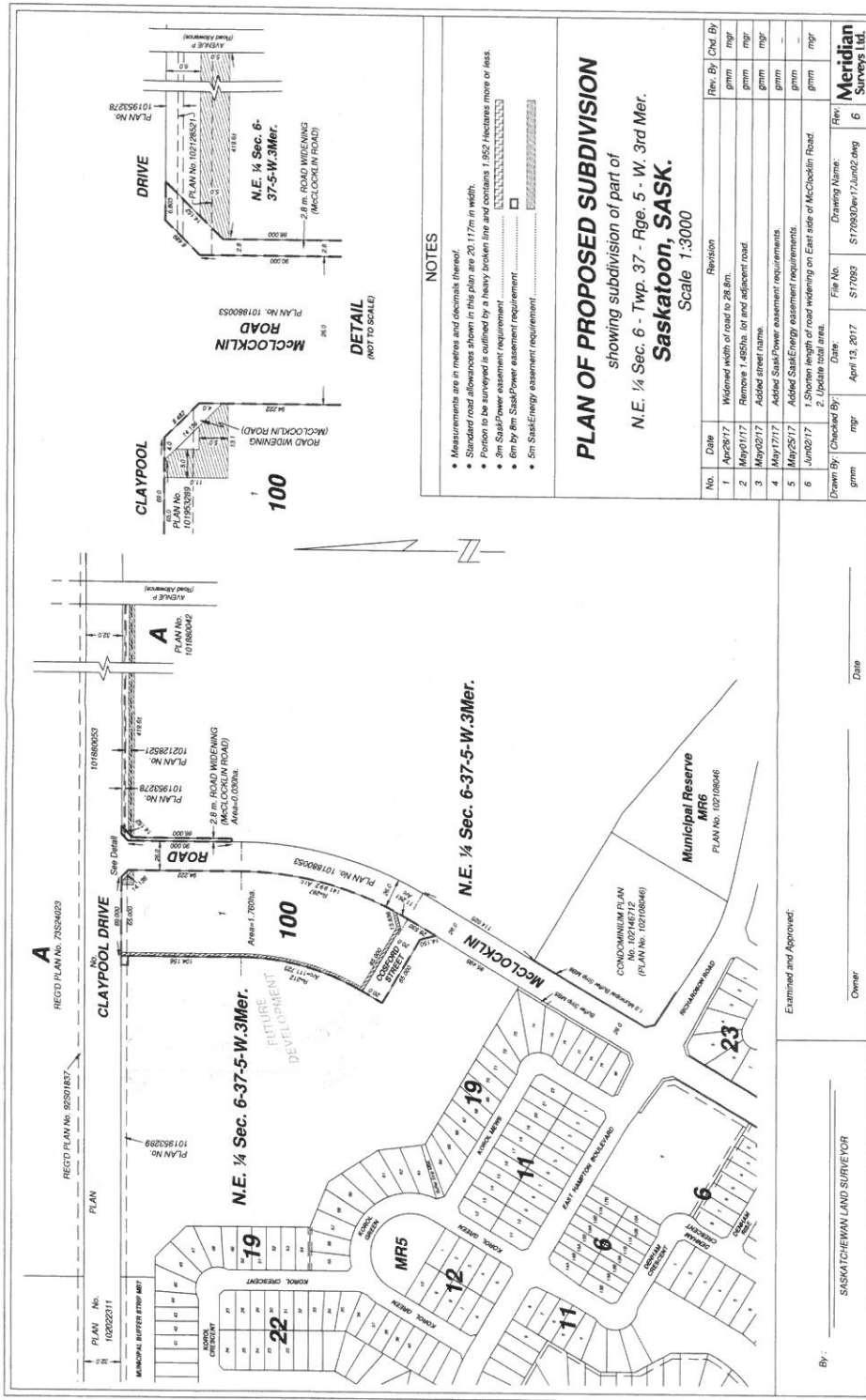
HASSARD CLOSE



KENSINGTON BOULEVARD

HASSARD WAY

Condominium Plan No.  
102175163  
(Plan No. 102152427)



**NOTES**

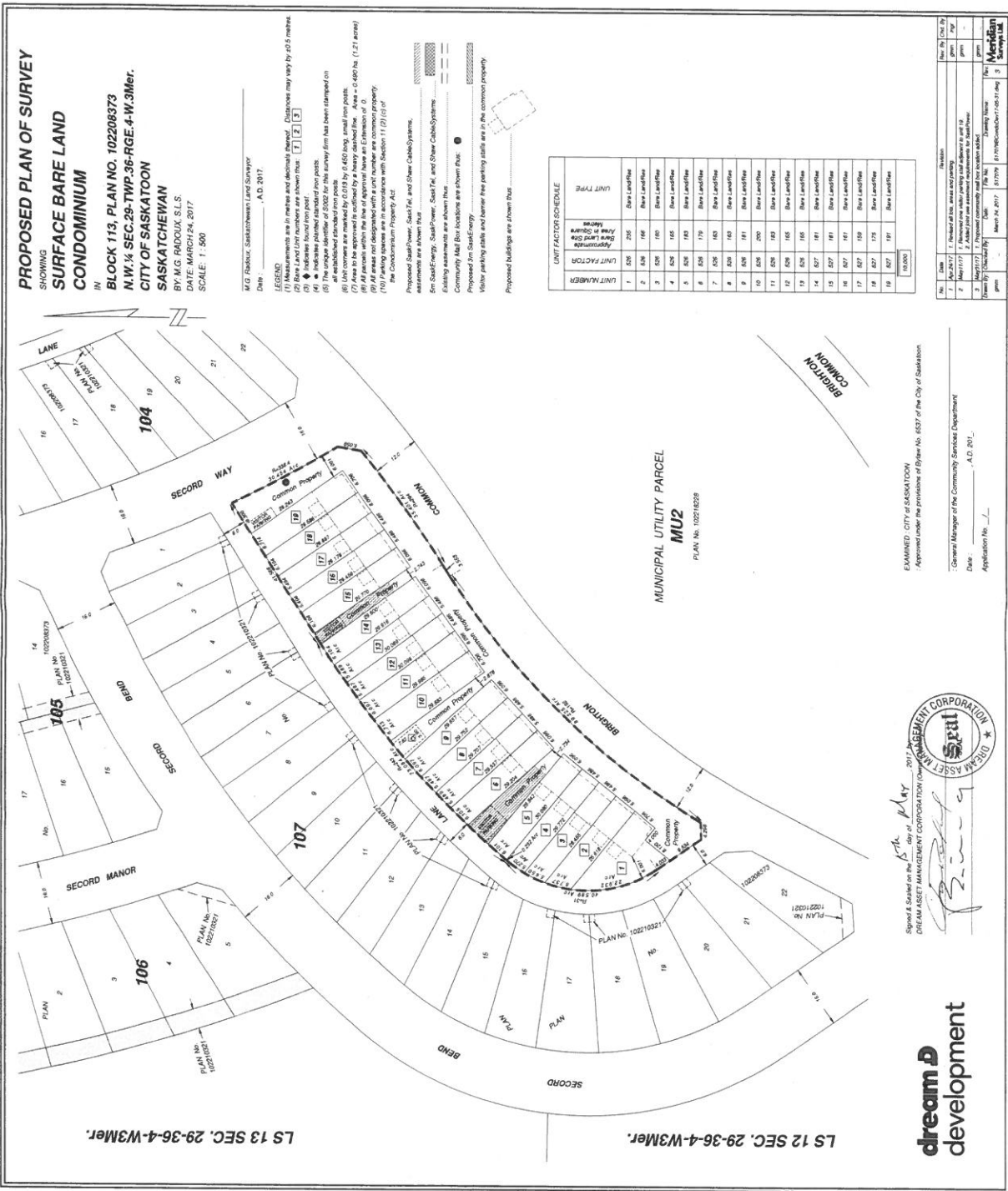
- Measurements are in metres and decimals thereof.
- Standard road allowances shown in this plan are 20.17m in width.
- Portion to be surveyed is outlined by a heavy broken line and contains 1.952 Hectares more or less.
- 3m SaskPower easement requirement
- 6m by 6m SaskPower easement requirement
- 5m SaskEnergy easement requirement

**PLAN OF PROPOSED SUBDIVISION**  
 showing subdivision of part of  
**N.E. 1/4 Sec. 6 - Twp. 37 - Rge. 5 - W. 3rd Mer.**  
**Saskatoon, SASK.**  
 Scale 1:3000

No.	Date	Revision	Rev. By	Chd. By
1	Apr/26/17	Widened width of road to 28.8m.	mgr	mgr
2	May/01/17	Remove 1.485ha. for end adjacent road.	mgr	mgr
3	May/02/17	Added street name.	mgr	mgr
4	May/17/17	Added SaskPower easement requirements.	mgr	mgr
5	May/25/17	Added SaskEnergy easement requirements.	mgr	mgr
6	June/20/17	1. Showed location of road widening on East side of McClocklin Road. 2. Update total area.	mgr	mgr

Drawn By: mgr  
 Checked By: mgr  
 Date: April 13, 2017  
 File No: S17085  
 Drawing Name: S17085Rev7.1 Jun12.dwg  
 Rev: 6  
**Meridian**  
 Surveys Ltd.

By: \_\_\_\_\_  
 SASKATCHEWAN LAND SURVEYOR  
 Date: \_\_\_\_\_  
 Owner: \_\_\_\_\_  
 Examined and Approved: \_\_\_\_\_  
 Date: \_\_\_\_\_



**PROPOSED PLAN OF SURVEY**  
 SHOWING  
**SURFACE BARE LAND**  
**CONDOMINIUM**  
 IN  
**BLOCK T13, PLAN NO. 102208373**  
**N.W. 1/4 SEC. 29-TWP. 36-RGE. 4-W. 3Mer.**  
**CITY OF SASKATOON**  
**SASKATCHEWAN**  
 BY M.G. PRODUX S.L.S.  
 DATE: MARCH 24, 2017  
 SCALE: 1:500

M.G. Produx, Saskatchewan Land Surveyors  
 Date: \_\_\_\_\_, A.D. 2017.

**LEGEND**

(1) Measurements are in metres and decimals thereof. Distances may vary by ±0.5 metres.  
 (2) Bare Land Unit numbers are shown thus: [ ] [ ] [ ] [ ]  
 (3) [ ] [ ] [ ] [ ] indicates proposed standard front posts.  
 (4) [ ] [ ] [ ] [ ] indicates proposed standard front posts.  
 (5) The unique identifier of 5002 for this survey firm has been stamped on  
 (6) the subdivision transaction form.  
 (7) The area to be approved is outlined by a heavy dashed line. Area = 0.480 ha (1.21 acres)  
 (8) All parcels within the line of approval have an Extension of 0.  
 (9) All parking spaces are in accordance with Section 11 (1) of  
 the Condominium Property Act.

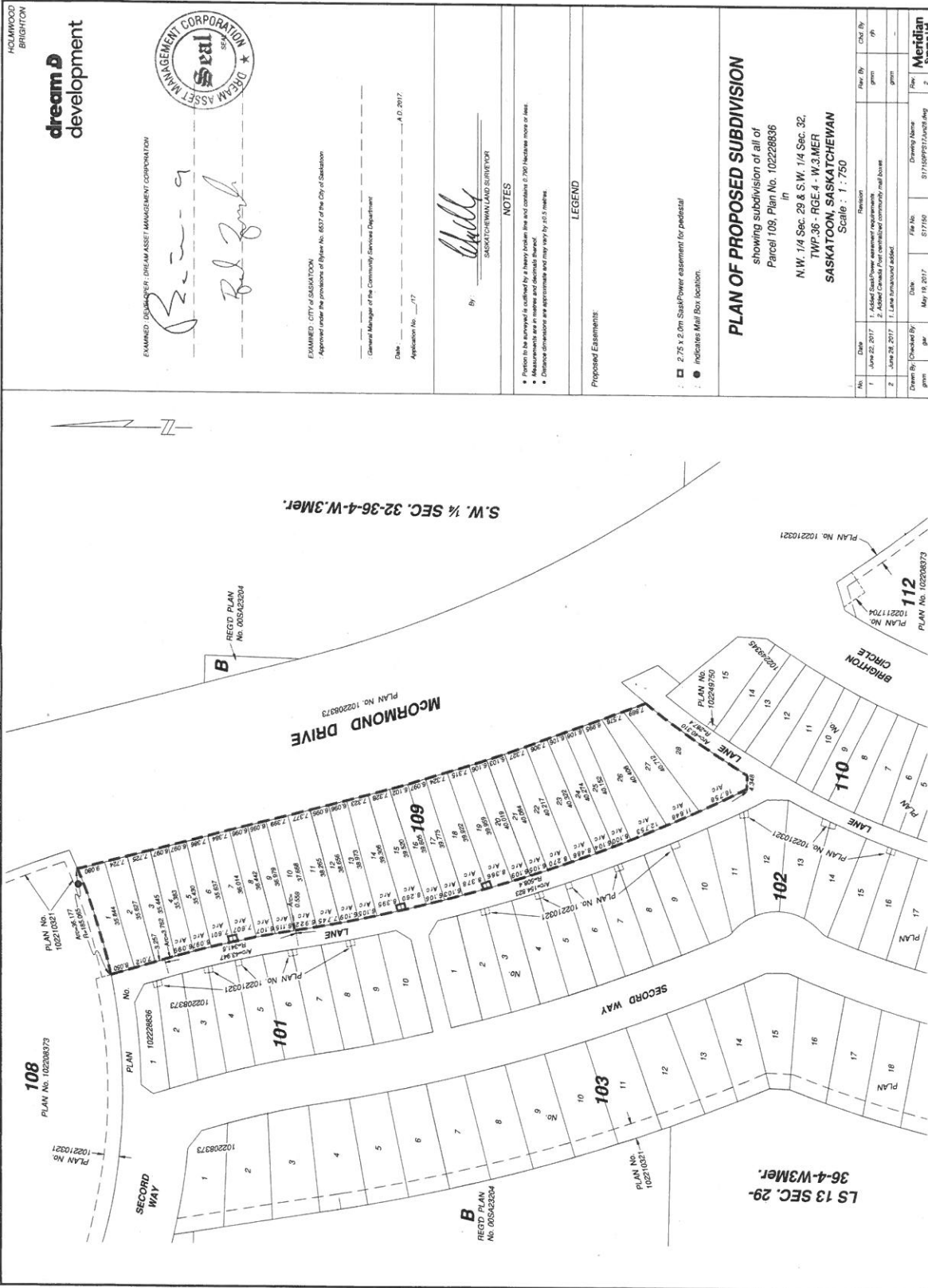
Proposed Sewer, Gas, Tel, and Street Cable Systems  
 easements are shown thus: [ ] [ ] [ ] [ ]  
 Sewer, Gas, Tel, and Street Cable Systems  
 Existing easements are shown thus: [ ] [ ] [ ] [ ]  
 Community Mail Box locations are shown thus: [ ] [ ] [ ] [ ]  
 Proposed Sewer Energy [ ] [ ] [ ] [ ]  
 Vetter parking stalls and barrier their parking stalls are in the common property.  
 Proposed buildings are shown thus: [ ] [ ] [ ] [ ]

UNIT NUMBER	UNIT FACTOR	UNIT TYPE
1	526	Bare Land/Flr
2	526	Bare Land/Flr
3	526	Bare Land/Flr
4	526	Bare Land/Flr
5	526	Bare Land/Flr
6	526	Bare Land/Flr
7	526	Bare Land/Flr
8	526	Bare Land/Flr
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96	527	Bare Land/Flr
97	527	Bare Land/Flr
98	527	Bare Land/Flr
99	527	Bare Land/Flr
100	527	Bare Land/Flr

EXAMINED: CITY OF SASKATOON  
 Approved under the provisions of Bylaw No. 6537 of the City of Saskatoon.  
 Date: \_\_\_\_\_, A.D. 2017.  
 Application No. \_\_\_\_\_

dream development  
 DREAM ASSET MANAGEMENT CORPORATION  
 2017  
 MGMT CORPORATION  
 Spat

No.	Date	Revisions	Rev. By	Rev. To
1	10/24/17	1. Issued for public review and printing	gms	gms
2	10/27/17	2. Added final survey measurements to plan	gms	gms
3	10/27/17	3. Added final survey measurements to plan	gms	gms
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100	10/27/17	100. Added final survey measurements to plan	gms	gms



**HOLMWOOD BRIGHTON**

**dream development**

EXAMINED DESIGNER: DREAM ASSET MANAGEMENT CORPORATION

*[Signature]*

**DREAM ASSET MANAGEMENT CORPORATION**

EXAMINED: CITY OF SASKATOON  
 Approved under the provisions of Bylaw No. 657 of the City of Saskatoon.

General Manager of the Community Services Department

Date: \_\_\_\_\_ A.D. 2017  
 Application No. \_\_\_\_\_/17

By: *[Signature]*  
 SASKATCHEWAN LAND SURVEYOR

**NOTES**

• Portion to be surveyed by a heavy broken line and contains 0.790 hectare more or less.  
 • Measurements are in metres and decimal fractions.  
 • Chain of dimensions are approximate and may vary by 0.1 metres.

**LEGEND**

Proposed Easements:

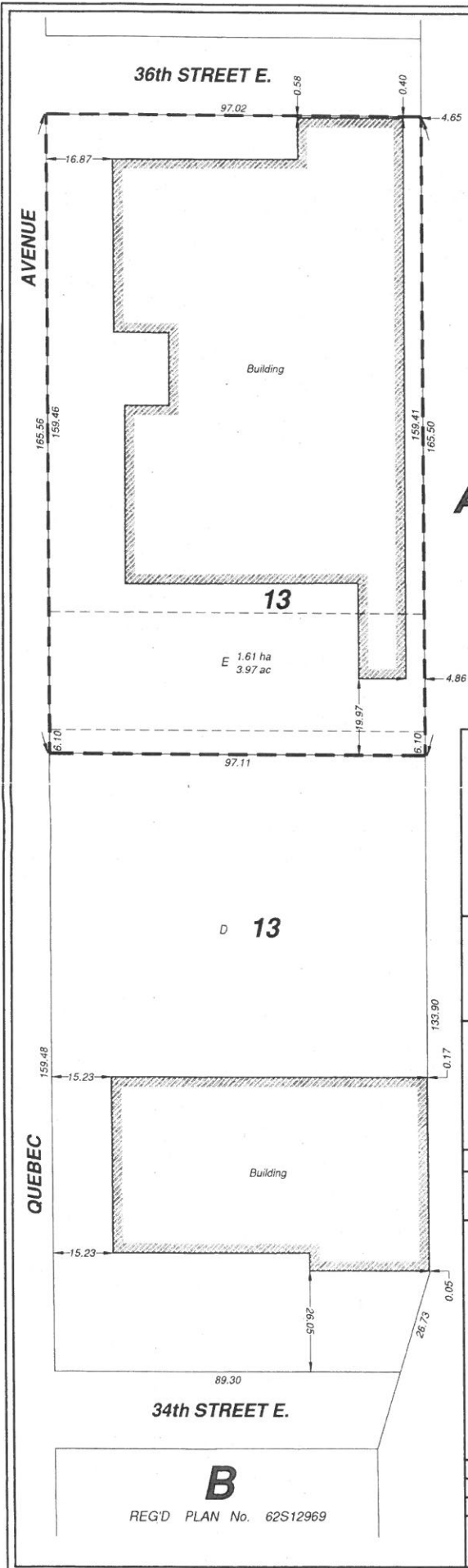
- 2.75 x 2.0m SasatPower easement for pedestal
- indicates Mail Box location.

**PLAN OF PROPOSED SUBDIVISION**  
 showing subdivision of all of  
 Parcel 108, Plan No. 102228836  
 in  
 N.W. 1/4 Sec. 29 & S.W. 1/4 Sec. 32,  
 TWP.36 - RGE 4 - W.3.MER  
 SASKATOON, SASKATCHEWAN  
 Scale: 1 : 750

No.	Date	Revised	Drawn By	Checked By	CHK'd By
1	June 22, 2017	1. Added SasatPower easement requirements	gmm	gmm	gmm
2	June 28, 2017	2. Added Canada Post certified community mail boxes 1. Line forward added	gmm	gmm	gmm

Drawn By: gmm  
 Checked By: gmm  
 Date: May 18, 2017  
 File No: S17160  
 Drawing Name: S17160P23Junc3.Awp  
 Sheet: 2 of 2  
**Meridian Survey Ltd.**





No. 102205011

**AA**

PLAN



EXAMINED : CITY OF SASKATOON  
 : Approved under the Provisions of Bylaw No. 6537 of the City of Saskatoon

\_\_\_\_\_  
 : General Manager of the Community Services Department

Date : \_\_\_\_\_, A.D. 2017.

By : *[Signature]*  
 SASKATCHEWAN LAND SURVEYOR

Examined and Approved: Lots B, C, D Block 13  
 (Kelswood Properties Inc.)

*[Signature]* July 20/2017  
 Representative Date

**NOTES**

- Measurements are in metres and decimals thereof.
- Portion to be surveyed is outlined by a heavy broken line and contains 1.61 Hectares more or less.

**PLAN OF PROPOSED SUBDIVISION**  
 showing subdivision of all of  
 Lot B Block 13 - Reg'd Plan No. G727 &  
 Lot C Block 13 - Plan No. 101325787  
 and part of  
 Lot D Block 13 - Plan No. 102218026  
 S.W. ¼ Sec. 4 - Twp. 37 - Rge. 5 - W3Mer.

**SASKATOON, SASK.**  
 Scale 1:1000

No.	Date	Revision	Rev. By	Chd. By

Drawn By:	Checked By:	Date:	File No.	Drawing Name:	Rev.
kgb	gar	April 17, 2017	S17078	S17078_DEV_mkv.dwg	0

**Meridian**  
 Surveys Ltd.



PLAN OF PROPOSED  
SUBDIVISION OF  
PART OF LOT 13 &  
ALL OF LOT 14, BLOCK 8  
REG'D PLAN NO G861  
NW 24-36-6 W 3RD MER  
SASKATOON, SASK.  
SCALE 1:1000

D.L. Cooding May 16, 2017  
Saskatchewan Land Surveyor Seal

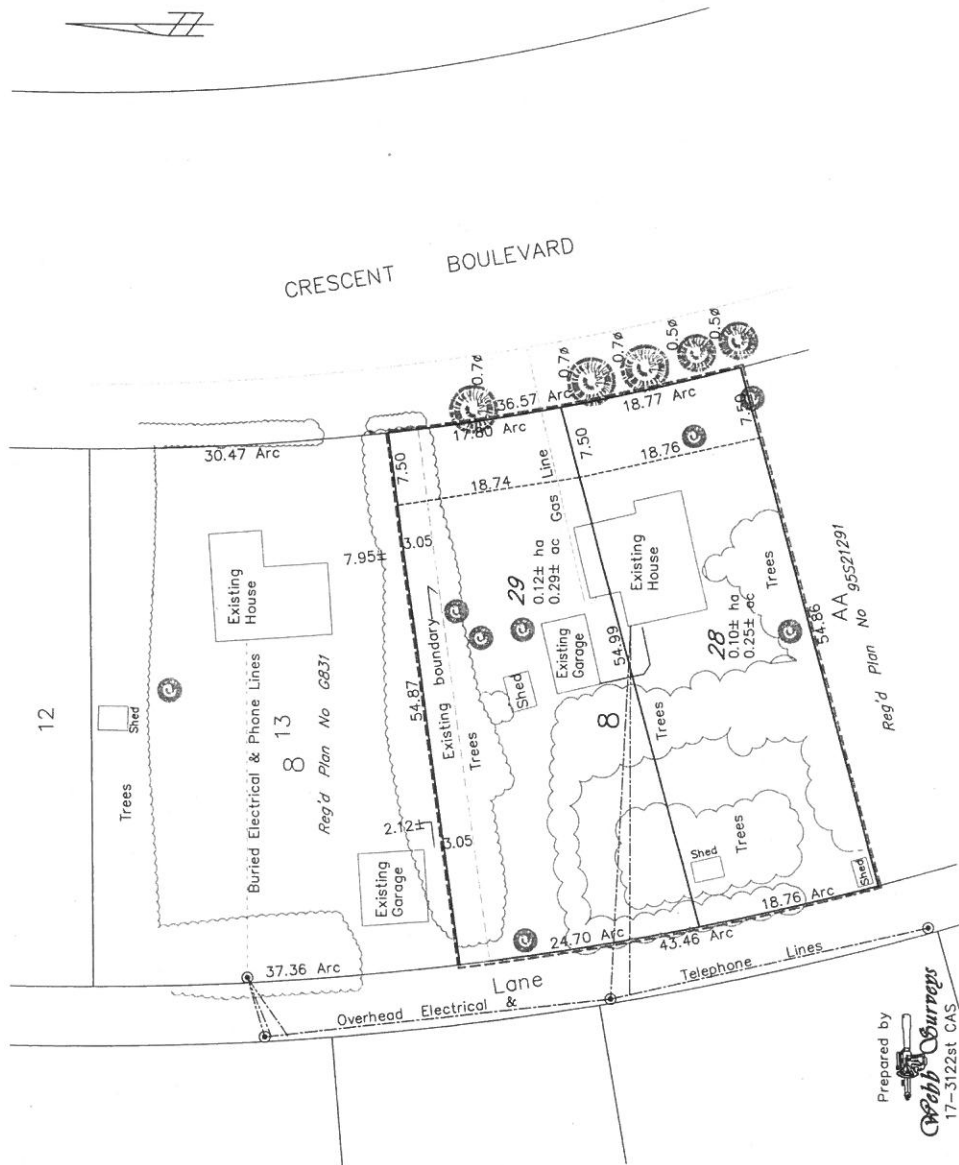
**Existing buildings on subject property to be removed.**

Locations of underground utilities have been provided by Sermco Industries and are approximations only. Dimensions shown are in metres and decimals thereof. Portion of this plan to be approved is outlined in red with a bold, dashed line and contains 0.22± ha (0.54± ac.). Dimensions shown may differ from the final plan of survey by 0.5± metres.

Approved under the provisions of  
Bylaw No. 6537 of the  
City of Saskatoon

Director of Planning and Development  
Division

Date



Prepared by



**ROSEWOOD**  
 PLAN SHOWING PROPOSED SUBDIVISION  
 OF PART OF  
**PARCEL DD, PLAN NO. 102028586**  
 IN  
**S.E. 1/4 SEC. 18**  
**TWP. 36 - RGE. 4 - W.3rd MER.**  
**SASKATOON, SASKATCHEWAN.**  
 BY: M.G. RADOUX, S.L.S.  
 2014

*M. G. Radoux*  
 Saskatchewan Land Surveyor

**LEGEND**  
 1. Municipal Reserve MRL12  
 2. 5.0m. Easement  
 3. 5.0m. Easement  
 4. 5.0m. Easement  
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 100. 5.0m. Easement

**#16 Highway**

Reg'd Plan No. 00-SA-09742

Reg'd Plan No. 66-S-18127

Road Allowance

Submitted to the City of Saskatoon  
 Approved under the provisions of Bylaw No. 8517 of the City of Saskatoon.  
 General Manager of the Community Services Department  
 A.D. 2017

Application No. 03/14

**Meridian Surveys Ltd.**  
 1100 11th Avenue, Suite 201  
 Saskatoon, Saskatchewan  
 S7N 3X1  
 Tel: (306) 653-1024  
 Fax: (306) 653-1024  
 \$17139-PPS-p4561-17Jun20.dwg

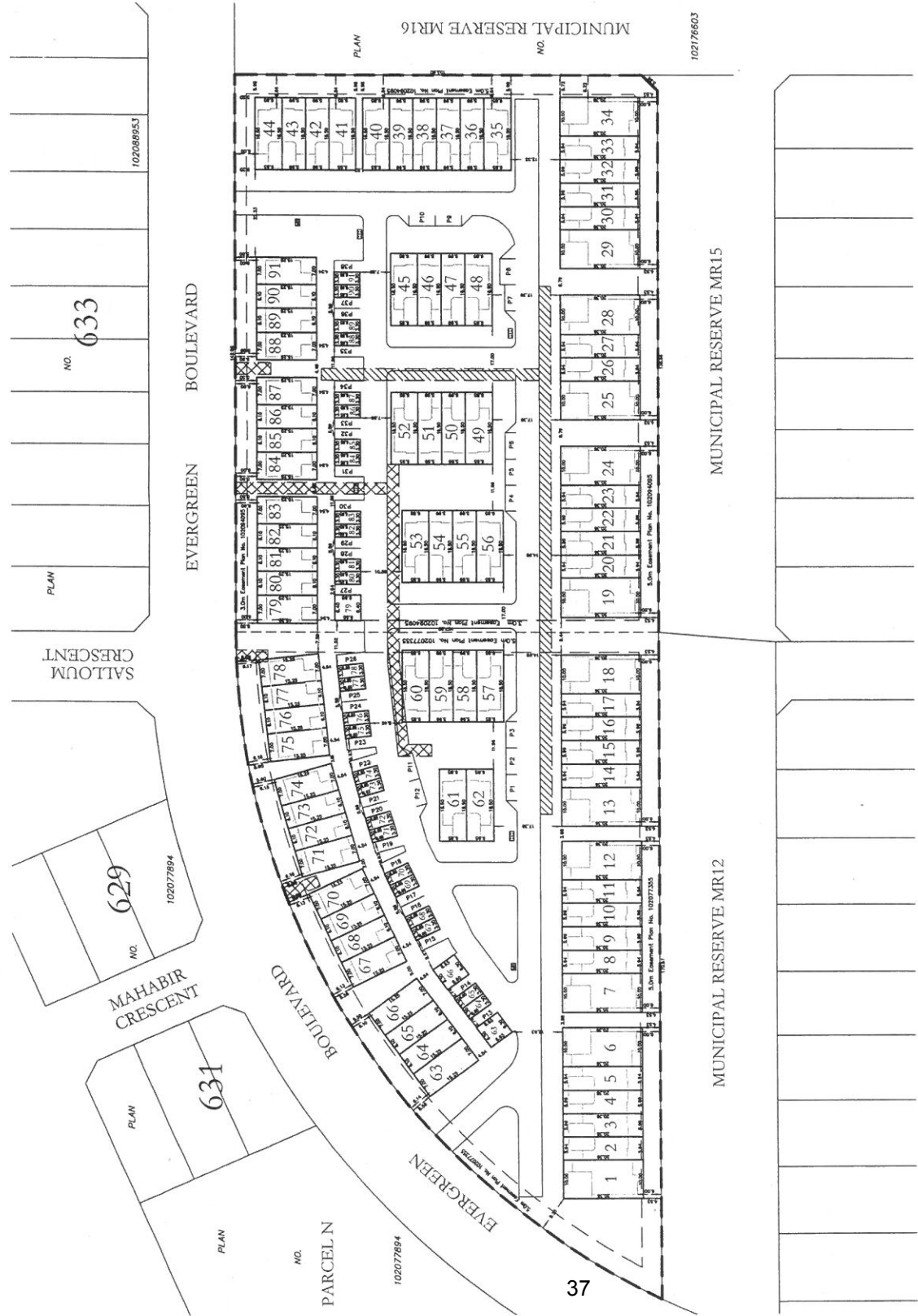
gms/ahw

PLAN OF PROPOSED SURFACE  
BARE LAND CONDOMINIUM FOR  
PARCEL M  
PLAN NO. 102074510 &  
PARCEL O  
PLAN NO. 102088953  
N.W. 1/4 SEC. 7  
TWP. 37, RGE. 4, W. 3RD MER. &  
N.E. 1/4 SEC. 12  
TWP. 37, RGE. 5, W. 3RD MER.  
619 & 715 EVERGREEN BOULEVARD  
SASKATOON, SASKATCHEWAN  
BY BRAD J. LUEY, S.L.S.  
SCALE 1:500

Disturbances shown are in surface and subsurface horizons.  
Contracted buildings or buildings to be constructed are  
shown with the proposed unit boundaries as shown.  
Units 83-91 indicate are completed of two parts.  
All areas not designated with a unit number are common  
areas.  
Portion of this plan to be approved is marked with a bold  
line and contains 3,262 sq. ft. (7,506 sq. ft.).  
Disturbances shown are appropriate and may vary from the  
actual site conditions.  
All areas shown are appropriate.  
All areas shown are appropriate.  
All areas shown are appropriate.  
All areas shown are appropriate.

102176603  
Saskatchewan Land Survey  
2017

City of Saskatoon  
Community Services Department



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## Proposed Amendments to the Holmwood Sector Plan

### Recommendation

That the information be received.

### Topic and Purpose

The purpose of this report is to provide background on proposed amendments to the Holmwood Sector Plan.

### Report Highlights

1. The proposed amendments will provide increased connectivity between the Holmwood Sector and the balance of the City of Saskatoon (City). Neighbourhood areas and the Suburban Centre are also being reconfigured.
2. The amendments are in response to recent changes to major roadways surrounding the Holmwood Sector.

### Strategic Goals

This report supports the City's Strategic Goals of Sustainable Growth, Moving Around, and Quality of Life by ensuring the development of "complete communities" in new areas that are characterized by multi-modal connectivity, a mix of land uses and housing types, and accessible recreational facilities.

### Background

Sector plans serve as a development framework for future growth and are based on the policies contained in Official Community Plan Bylaw No. 8769. Sector Plans are considered to be a Concept Plan under *The Planning and Development Act, 2007*, which requires that Concept Plans and any amendments be approved by City Council.

At its April 16, 2012 meeting, City Council approved the Holmwood Sector Plan. Development in the Holmwood Sector started in 2014, and planning is underway for the Suburban Centre and Business Park areas.

At its March 23, 2015 meeting, City Council approved a modified classification of College Drive, between the Canadian Pacific railway tracks and the city limits, to an Urban Expressway, while also amending the Holmwood Sector Plan to reflect this modification. This change allows for increased connectivity via additional access points to neighbourhoods within the Holmwood Sector.

In 2016, development of the commercial area in the southeast corner of the Rosewood neighbourhood resulted in the opening of a large retailer, with the expectation of further commercial development to follow. This has resulted in a need for improved connectivity between the Holmwood Sector and the Rosewood neighbourhood.

## Report

### Rationale for Amendments to the Holmwood Sector Plan

Highlights of the amendments include reconfigured arterial roadways and additional access/egress points, as well as a refined Suburban Centre area, which is intended to include a new residential area and redesigned commercial and employment areas. These changes more clearly define each area, while being more reflective of the commercial, employment, and transportation needs of the area, and the city as a whole.

#### 1. Access Changes

Access points into the Holmwood Sector have been added to increase connectivity and options for moving around. Proposed changes include additional access points from College Drive into the Brighton neighbourhood, the Suburban Centre, and Neighbourhoods 5 and 6.

#### 2. Road Realignments

Road realignments are necessary due to changes to major roadways adjacent to the Holmwood Sector and to increase connectivity between the Holmwood Sector and adjacent areas. Realignment of the Saskatoon Freeway necessitates realignment of three major roadways in the southern portion of the Holmwood Sector. The proposed realignments are detailed in Attachment 1 and shown on Attachment 2.

#### 3. Neighbourhood Reconfiguration

Neighbourhood 3 (formerly Neighbourhood 2) has been reconfigured to a size and shape that better aligns with typical Saskatoon neighbourhoods. A small portion adjacent to Neighbourhood 3 has been identified as future residential and the area will be studied further once the Saskatoon Freeway alignment has been set and the Saskatoon North Partnership for Growth Regional Plan has been adopted. The proposed amendments are detailed in Attachment 1 and illustrated in Attachment 3.

#### 4. Suburban Centre and Business Park Reconfiguration

The size of the Suburban Centre and Business Park have been reconfigured to better reflect the intent of the area and ensure the area achieves the vision laid out in the existing Holmwood Sector Plan. This has resulted in the Business Park and Suburban Centre areas being more clearly focused around major roadways (College Drive, 8<sup>th</sup> Street, McOrmond Drive, and Zimmerman Road). These amendments provide for a defined area of residential development in the Suburban Centre area. The result is a unique, higher-density (10 units per acre) neighbourhood development area that is expected to be a mix of multi-unit dwellings and single-family homes. Defining this area helps ensure a seamless transition to surrounding neighbourhood development areas, while also reducing the potential for land use conflicts between residential development and the higher-intensity (commercial, office, and institutional) uses that will be within the Suburban Centre. Layout is illustrated in Attachment 3.

5. District Village

A District Village area, located on land shared between Neighbourhood Development Areas 5 and 6, has been added. The District Village will include a commercial area integrated with medium- and high-density residential uses. The commercial uses will provide access to services for area residents living further from the Suburban Centre commercial area (see Section 9, Attachment 1).

6. Phasing Plan

The Phasing Plan maintains the same general plan as in the existing Holmwood Sector Plan, but the proposed amendments better reflect the new configuration of neighbourhoods (see Attachment 4).

**Public and/or Stakeholder Involvement**

A public open house was held April 27, 2017, as advertised in The StarPhoenix and Bridges magazine. As well, letters were sent to stakeholders and property owners. Positive comments were received from those in attendance, including residents, developers, and land owners.

**Communication Plan**

Information regarding amendments to the Holmwood Sector Plan, as well as any new information as development progresses, will be made available on the City's website.

**Other Considerations/Implications**

There are no options, policy, financial, environmental, privacy, or CPTED considerations or implications.

**Due Date for Follow-up and/or Project Completion**

This item will be considered by City Council at an upcoming public hearing.

**Public Notice**

Public notice, pursuant to Section 3 of Public Notice Policy No. C01-021 is required, in advance of a public hearing.

**Attachments**

1. Holmwood Sector Plan
2. Roadway Amendments
3. Land Use Amendments
4. Phasing Plan Amendments

**Report Approval**

Written by: Kellie Grant, Senior Planner, Planning and Development  
Reviewed by: Lesley Anderson, Director of Planning and Development  
Approved by: Randy Grauer, General Manager, Community Services Department



**PROPOSED**  
Pending City Council Approval

# Holmwood Sector Plan



# Holmwood Sector Plan

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*Consolidation*

*Prepared by:*

Long Range Planning Section  
Planning and Development Branch  
City of Saskatoon

August, 2017

File Number: PL 4110-12-5



PROPOSED

## Amendments

Amendment No. 1 – August, 2017

PROPOSED

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Map 8	Phasing Plan

## Attachments

The following attachment files are available on the City of Saskatoon website:

<https://www.saskatoon.ca/business-development/planning/long-range-plans/sector-plans>

1. East Sector Feasibility Study, 2006
2. East Sector Summer Natural Area Screening Study, 2011
3. Holmwood East Natural Area Screening Study, 2015

PROPOSED

## Background

### 1 Introduction

#### 1.1 Purpose of this Plan

The Holmwood Sector Plan has three main purposes:

- a) This plan implements the City of Saskatoon's (City) vision in the City of Saskatoon Bylaw No. 8769 (Official Community Plan) to develop a Suburban Development Area (SDA). Sector plans define the structure of SDAs, or portions thereof. (For the purposes of this plan, "Sector" and "SDA" are used interchangeably.)
- b) This plan establishes a layout for the preparation of future and more detailed Concept Plans to ensure growth proceeds in a balanced, compact, contiguous manner; and
- c) This plan identifies key land uses, transportation and servicing components that will need to be addressed in detail during the Concept Plan process.

#### 1.2 Plan Amendments and Timeframe

The Sector Plan is a large-scale plan which provides a framework for urban development over several decades. Given its scale and long-range timeframe, the Sector Plan is anticipated to undergo periodic amendments to address issues that may have been unforeseen at the time the plan was created and to accommodate changing development patterns. For this reason, the Holmwood Sector Plan should be considered a "living document". Provision is made in this document for amendments to be listed ahead of the table of contents.

### 2 Context

#### 2.1 Location

The Holmwood Sector is located east of Rosewood, Briarwood, College Park East, Arbor Creek, Willowgrove, Evergreen, and the Canadian Pacific Railway (CPR) rail line; south of Agra (Fleury) Road; and west and north of Saskatoon Freeway. The land area of the Holmwood Sector is approximately 28 square kilometres (km<sup>2</sup>) (7,000 acres), of which 18 km<sup>2</sup> (4,407 acres) is considered developable. The Holmwood Sector boundary is illustrated on Map 1.

The Holmwood Sector currently has land sufficient for up to six future neighbourhoods and approximately 80,000 people within its boundaries. The Holmwood Sector ensures the city continues to balance east and west growth, which maintains the downtown in the center of the community.

##### 2.1.1 Boundary Alteration

As part of the City's June 2000 Future Growth of Saskatoon Study, the Holmwood Sector was identified as a desirable location for residential growth. On August 1 2010, the City boundary was altered to



include the majority of the Holmwood Sector. When the construction of Zimmerman Road and/or the extension of Taylor Street East is required, the City will propose to alter its boundaries again to bring the balance of the Holmwood Sector, located between City limits and the Sector boundary, into the city.

## 2.2 Existing Policy

### 2.2.1 Official Community Plan Bylaw No. 8769

Sector Plans are required by the Official Community Plan. Clause 3.2.2f states:

“Long range planning for neighbourhoods and related community facilities shall be organized within the context of Suburban Development Areas. Suburban Development Areas contain approximately 8 to 10 neighbourhoods and the housing and community facilities necessary to accommodate about 50,000 people to 80,000 people as well as significant employment...”

### 2.2.2 Wetland Policy

The City of Saskatoon Wetland Policy requires that an inventory of wetland resources is maintained. The inventory includes both classification and functional assessment of wetlands and wetland complexes. Wetland complexes are defined in the policy as “– a combination of individual wetlands and surrounding riparian areas that have complementary functions and have greater significance when viewed together compared to individual significance”.

If not previously existing as part of the Wetlands Inventory, or if conditions may have changed significantly from a previous assessment, a functional assessment should be conducted as part of Natural Area Screening during the Area Sector Plan or Area Concept Plan (ACP) process. Conditions that can trigger a functional assessment include:

- i. Primarily natural surroundings/limited adjacent cultivation;
- ii. Existence as part of a wetland complex; and
- iii. Previous identification or known presence of rare or endangered species or suitable habitat.

A wetland mitigation plan is required by the City as a part of ACP that have the potential to impact significant wetlands. The wetland mitigation plan must demonstrate a reasonable balance between impacts resulting from the proposed development and measures taken to mitigate those impacts. Unavoidable impacts will require compensation. Possible compensation to offset impacts to wetlands might include:

- i. Permanent preservation of wetlands;
- ii. Restoration or enhancement of wetlands;
- iii. Replacement of wetland function through the development of constructed wetlands or the re-establishment/restoration of historical wetlands;
- iv. Development of sensitive recreational, educational and/or interpretive infrastructure adjacent to retained wetlands and associated riparian areas; and

- v. Development, within the Concept Plan area, of sediment forebays, bioswales, rain gardens and other storm water management features that may provide for pre-treatment of runoff and/or reduce the need for traditional storm water management infrastructure.

### 2.2.3 Park Development Guidelines

The City of Saskatoon plans for the provision of parks according to a hierarchy based on the neighbourhood as the central core and expands to larger units and special uses. Neighbourhood parks include a centrally located Core Park along with smaller parks distributed throughout the neighbourhood. Special Use Park categories are intended to provide city-wide recreation and unique programming opportunities. These include district and multi-district parks.

While smaller parks are developed as the phase they are in develops, the City of Saskatoon requires 20 percent residential development prior to development of the Neighbourhood Core Park. The development of the Neighbourhood Core Park, in advance of the 20 percent guideline, will require negotiation between the developer and the City. If this occurs the developer will pay the costs to advance construction of the park.

## 3 Existing Features

### 3.1 Land Uses

The Holmwood Sector Plan is Saskatoon's newest SDA for future urban expansion; therefore, the majority of the lands remain unserviced and undeveloped at this point in time.

Existing features of the Holmwood Sector include:

- a) Brighton Neighbourhood (under development).
- b) Agricultural Lands – currently approximately 80 percent of the land in the Sector is being used for agricultural purposes.
- c) Farmsteads – 15 residential farmsteads are located in the Sector.
- d) Commercial and Industrial Lands – currently there are 7 commercial/industrial uses located in the Sector.
- e) University of Saskatchewan (University) Research Lands – The University owns approximately 647 hectares (1600 acres) of land in the Holmwood Sector, north of College Drive (Highway 5). Within this, the College of Agriculture and Bioresources operates the Kernen Crop Research farm, and the Institute of Space and Atmospheric Studies operates the SuperDARN radar station.
- f) Canadian Pacific Railway – The Canadian Pacific Railway track defines the southwest boundary of the Holmwood Sector.
- g) Water Bodies – there are four significant water bodies located in the area with a number of dispersed seasonal water-holding prairie pot-holes, also referred to as wetlands.

- h) Heritage Site – one site, located on LSD 4 and 5 10-37-4-W3M, was identified as needing further review regarding heritage resources.

### 3.2 Ownership

Ownership in the Holmwood Sector is comprised of public (City), institutional (University of Saskatchewan) and private land holdings. The majority of the land holdings in the Holmwood Sector are owned by groups with land development interests.

### 3.3 Utilities

Throughout the Holmwood Sector, there are utilities servicing farmsteads and other land uses (see Map 2). Existing utility locations should be considered as part of the areas' design parameters. They can be relocated, however this would require negotiations and agreement between the developer and the service provider. If an agreement for relocation is established, additional costs associated with the relocation would be the responsibility of the developer.

SaskPower has overhead electricity lines running parallel to four road rights-of-way and along one section line: there is a 25kv line running north/south along Range Road 3045; a 14-4kv line running north/south adjacent to Range Road 3044; a 14-4kv line running north/south along Range Road 3043; two 25kv lines run east/west along College Drive and a 138kv line runs north/south along the section line.

If these lines remain as overhead lines, provisions should be made to incorporate these utilities into road rights-of-way or open space connections. As part of the Concept Plan process, sufficient rights-of-way will be required for these overhead lines or negotiations between the developer and service provider regarding the relocation of these lines will need to occur.

TransGas has a transmission line that runs through the Holmwood Sector, from north to south, linking to SaskEnergy's Town Border Station #4 which is located along College Drive (Highway 5). Town Border Station #4 feeds SaskEnergy's district regulator stations on Saskatoon's east side. This station (or a relocated station) would have the capacity to feed two to three additional regulator stations in the Holmwood Sector. The developer and the City will work with SaskEnergy to identify suitable lands to place district regulator stations within the Sector as necessary.

SaskTel has existing overhead facilities in the Sector along with a cellular tower located south of the 8th Street East extension. If relocation of these is desired, negotiations between the developer and the service provider will need to occur prior to development commencing in the area. If relocation occurs, consideration should be given to relocating this facility onto a proposed building roof-top so it is more discreet. If relocation is not feasible, this site should be landscaped and screened at the developer's expense to visually blend into the surrounding neighbourhood from ground level. SaskTel has identified a location for a future cellular tower facility near College Drive and Range Road 3044. As part of the Concept Plan process, land holdings should be secured or agreements should be decided upon to integrate this facility with the surrounding land uses.

## 4 Physical Characteristics

### 4.1 Existing Roads and Infrastructure

A network of roadways serving existing City and rural properties and businesses is in place in the Holmwood Sector. These include three north-south grid roads with 1.6km (1 mile) spacing, McOrmond Drive, Blackley/Zimmerman Road and Llewellyn/Winmill Roads and three east-west roadways comprising 8<sup>th</sup> Street East, College Drive/Highway 5, and Highway 41.

In addition, the Canadian Pacific Railway (CPR) right of way bounds the western border of the sector between Highway 16 and 8<sup>th</sup> Street east.

### 4.2 Topography

Surface elevations gradually increase from west to east and northeast to College Drive. North of College Drive, the surface elevations drop to north and northeast in the Sector. The highest elevation point is south of College Drive and east of Range Road 3040. Lands within the Sector have surface elevations ranging around 510 metres above sea level (asl) and gradually increasing to 520 metres asl closer to Saskatoon Freeway. The overall variation in surface elevation is approximately 10 metres. This topography facilitates reduced land development costs for earth moving and servicing; however, it also poses problems due to the increased susceptibility to flooding of flat terrain.

### 4.3 Soil

According to the Canada Land Inventory the most desirable soil classes for crop production are Class 1 and Class 2. The majority of the soil in the Holmwood Sector is classified as Class 3. Class 3 soil has moderately severe limitations that restrict the range of crops or require special conservation practices. There is a portion of the Sector that has Class 2 soils. This area is the only remaining Class 2 soils area adjacent to the city. The next closest Class 2 soils area is located three kilometres south of the city along the South Saskatchewan River. Approximately 52 percent of the Class 2 soils in the Holmwood Sector are owned by the University and are being used for plant research. The *Future Growth Study*, 1999 considered all soil classifications and concluded that the Holmwood Sector was desirable for future urban growth.

### 4.4 Natural Areas Screening

As part of a Sector Plan, the Official Community Plan requires a general screening for significant natural areas and archaeological sites. As part of a Concept Plan, site-specific natural areas screening may be required to identify and protect these resources. As part of development, developers are encouraged to do their due diligence to maintain these natural areas and incorporate them seamlessly into the neighbourhood to form part of the open space system. A reduction of the gross developable area may be required based on the findings of the natural areas screening process.

In addition, a fall vegetation and wildlife survey (2010) and a summer natural area screening study (NAS) was completed. The 2010 survey was on 53 quarter sections in the Holmwood Sector. The 2011 NAS study, was on thirty-one quarter sections in the Sector (see Attachment 1).

#### 4.4.1 Vegetation and Wildlife

All of the land within the Holmwood Sector, with the exception of the Kernen Prairie (an area of natural prairie located on the University's lands) and water bodies, is cultivated, or developed as residential, commercial, or industrial uses. According to the Saskatchewan Conservation Data Centre (CDC) database, there are four locations identified as having rare plants and no locations of rare or endangered animals in the Sector.

Three of the four locations with rare plants are contained within the Kernen Prairie site. The fourth location is located at NW 21-36-4-W3M (see Map 2).

The four locations with rare plants identified by the CDC are:

- 1) NW 8-37-4-W3M - Smooth Wild Rose
- 2) NE and NW 8-37-4-W3M - Crowfoot
- 3) SW 8-37-4-W3M - Blunt-leave Yellow-cress
- 4) NW 21-36-4-W3M - Engelmann's Spike-rush

The natural area screening study (Attachment 2) recognizes that urban development will have a detrimental effect on plant and wildlife habitat; however it also concludes that the Holmwood Sector has already been significantly shaped by human activities through agriculture and other land uses as well as intentional introduction of alien species (e.g. hedgerows). Acknowledging that urban development in the Sector is likely, the study recommends the preservation of a number of key wetlands, linked to form a suitable habitat corridor. Though development will inevitably displace some species, the establishment of a corridor of habitat rather than isolated patches will ensure that greater biodiversity is retained in the area. Consideration of the establishment of habitat corridors linking significant wetlands should be given during the Concept Plan process, as addressed in Section 10.13 Ecological Network.

#### 4.4.2 Historical Resources

The majority of the lands in the Holmwood Sector have been cultivated for many years; therefore, any current historical findings may be few. In 1983, for its ten year growth plan, the City conducted an archaeological investigation on 18 hectares (44.48 acres) of NE-19-36-4-W3M. One archaeological site was identified. A portion of a white chert projectile point was recovered from the surface of the surveyed area. Subsurface shovel tests were excavated, but no intact occupation layer or any additional artifacts were identified. The Ministry of Tourism, Parks, Culture and Sport has now identified this area as not heritage sensitive.

According to the Ministry of Tourism, Parks, Culture and Sport, the SW-10-37-4-W3M has never been assessed by a professional archaeologist and its scientific significance cannot yet be determined. The Holmwood Sector includes approximately 2.83 hectares (7 acres) of this quarter section. Prior to development on SW-10-37-4-W3M a Historical Resources Impact Assessment (HRIA) must be carried out by a qualified consultant under an approved investigation permit issued by the Ministry of Tourism, Parks, Culture and Sport.

A search of the Saskatchewan Homestead Index revealed a number of quarter sections within the Sector having notification of patent to homesteaders for the use of lands. One specific homestead site that was identified on the Township Map was the Thomas Copland property located in the southeast corner of SE-5-37-4-W3M (see Map 2).

In conversations with the City's Municipal Heritage Advisory Committee, the Saskatoon Heritage Society, and the Ministry of Tourism, Parks, Culture and Sport, the remaining areas within the Holmwood Sector are of low heritage sensitivity. As the area develops, if historical materials are identified, they must be reported to the Ministry of Tourism, Parks, Culture and Sport and further assessment and/or mitigation may be required.

No paleontological materials have been identified in the Holmwood Sector. As the Sector is well removed from the known deposits of paleontological materials, the sensitivity of the area is considered low.

#### **4.4.3 Wetlands**

Wetlands are land depressions where the water table is at, near, or just above the surface, and where the depressions are saturated with water long enough to promote wet-altered soils and water tolerant vegetation. In 2009 and 2015, the City engaged consultants to identify the wetlands in its future growth areas, including the Holmwood Sector, and classify the importance of these wetlands using the Steward and Kantrud (1971) classification system.

In the Holmwood Sector, there are four main low-lying areas that collect year-round surface water, as well as numerous scattered wetlands. Some of the more ephemeral wetlands have been cultivated during dry years. The highest concentration of wetlands is in Sections 20, 21, 29 and 30-36-4-W3M. Other sections in the Holmwood Sector contain wetlands; however, the locations are more dispersed. During dry seasons, some of the wetlands in the Holmwood Sector have smaller areas under water.

Development in the Holmwood Sector could result in a significant loss of wetlands and have an associated effect on stormwater and flood management. Negative effects include loss of habitat and increased susceptibility to problems related to stormwater and groundwater including basement flooding and contaminated runoff.

#### **4.5 Kernen Crop Research Farm and SuperDARN Radar Station**

The Kernen Crop Research Farm was gifted to the University's Plant Sciences Department in 1977 by former graduate of the department, Fred W. Kernen. The farm on Sections 5 and 8-37-4 W3M totals 518 hectares (1280 acres) of which 130 hectares (320 acres) remains as uncultivated natural prairie.

Under the terms of a long-standing agreement between the City and the University, the City will not pass bylaws that restrict the University's education, research or related activities on its lands. Accordingly, careful planning is done with the University as part of the Sector Plan and Concept Plan processes, and the City Administration and the University have regular discussions about University activities, land holdings, and future plans.



The University's Institute of Space and Atmospheric Studies also has a 6.8 hectare (17 acre) parcel within the Kernen Crop Research farm lands where the Super Dual Auroral Radar Network (SuperDARN) is located. The SuperDARN is an international radar network for studying the upper atmosphere and ionosphere. This data is used to research and track weather patterns in space. Such things as traffic flow, dense development and structures constructed with metal would interfere with the operation of the radar. In turn, the station could affect the operation of consumer electronics such as televisions and computers. A separation distance of 1.6 kilometres at an array of 52 degrees to the northeast is recommended between the station and urban development.

At this time, the University does not intend to relocate the SuperDARN. As described in later sections of this Sector Plan, Neighbourhood Development Area 6 adjacent to the SuperDARN is the final phase of the build-out of the Holmwood Sector. A separation distance from the SuperDARN that exceeds the recommended distance has been provided for this neighbourhood. The parameters identified on the plan have been reviewed and approved by the University. No further mitigation is required at this time; however the City Administration will maintain an open dialogue with the University to address any future issues with the Kernen Crop Research farm and the SuperDARN, including opportunities to relocate the SuperDARN.

#### **4.6 Ground Water**

A conceptual water table analysis has been completed for the portion of the Holmwood Sector south of College Drive and west of Zimmerman road (see Map 2). For all lands with water tables less than two metres below the surface, further study is required and appropriate solutions must be designed to accommodate maximum expected groundwater levels.

As part of the Concept Plan process, the developer must engage a qualified consultant to complete a Hydro-geotechnical Analysis (Phase I and/or II) for the neighbourhood. The Hydro-geotechnical Analysis should provide an analysis of soil and groundwater conditions and identify potential underground aquifers, high water tables, and site drainage issues.

## Plan

### 5 Sector Vision

The Vision for the Holmwood Sector is to develop interconnected, human scale neighbourhoods featuring a variety of housing forms and a mixture of land uses, along with a high-quality employment area and vibrant mixed-use Suburban Centre. The Sector will promote transportation options including walking, bicycling and transit, while still accommodating the private automobile. New neighbourhoods in the Sector will be “one with nature” and illustrate a conservation theme of preserving and integrating existing natural features into open spaces. This will be done while keeping in mind the City’s broader responsibility of providing opportunities for growth in an efficient and sustainable manner.

#### 5.1 Vision Plan

A Vision Plan (based on the Land Use Plan – see Section 6.1 Land Use Plan) was developed for the Holmwood Sector to articulate examples of features that are consistent with the Vision. The Vision Plan encompasses four major themes of: Preserving and Integrating Nature, Transportation Options, Complete Communities and Streets, and Regional Employment and Retail. The Vision Plan is not intended to be prescriptive, but to show possibilities of what types of development and features could occur.

The Vision Plan does not replace the need for the submission of Concept Plans; however, it does provide direction and innovations that should be considered in the design of the development areas in the Holmwood Sector.



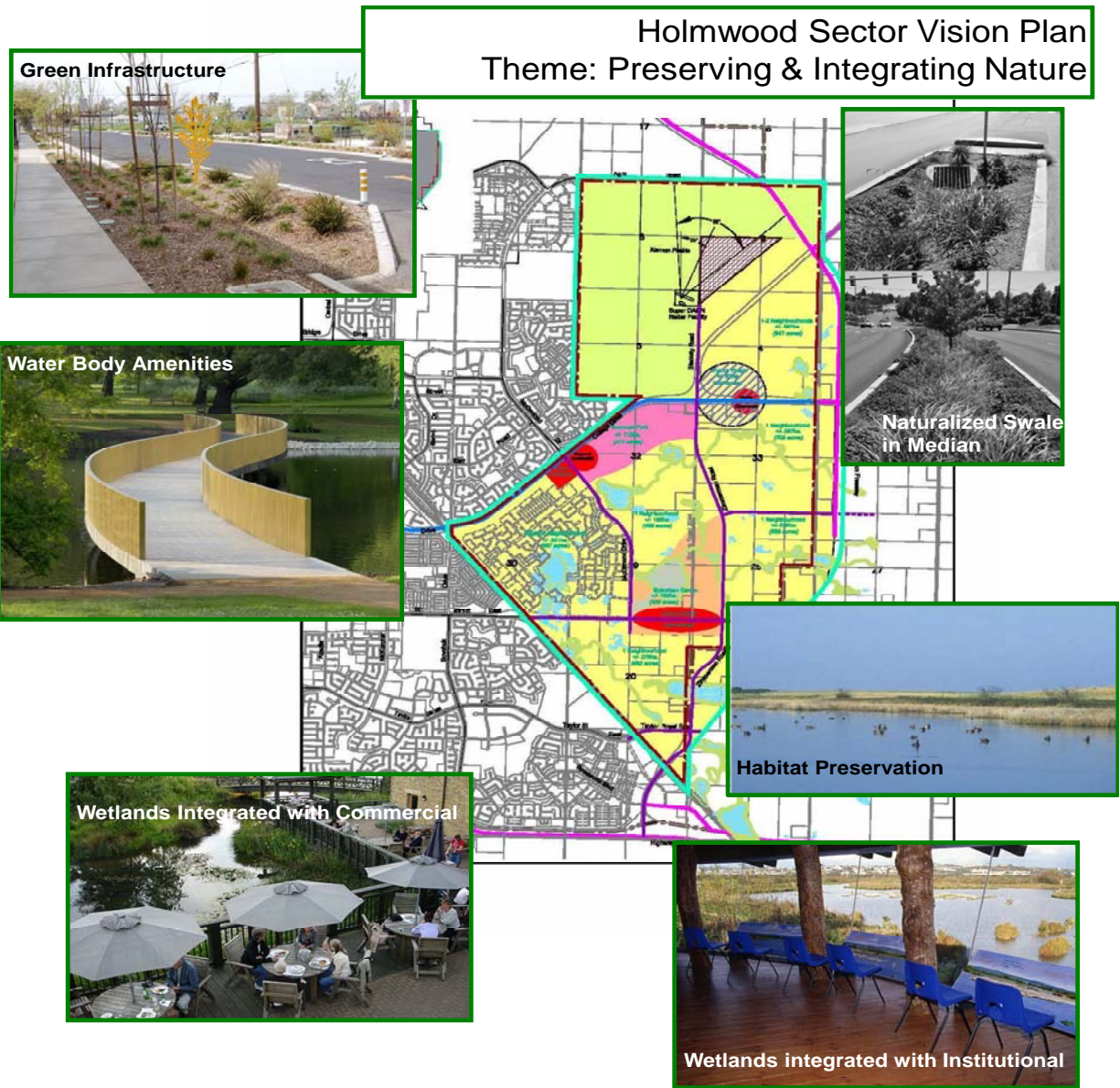


Figure 1: Holmwood Sector Vision Plan - Theme: Preserving & Integrating Nature

# Holmwood Sector Vision Plan Theme: Transportation Options



Figure 2: Holmwood Sector Vision Plan - Theme: Transportation Options



# Holmwood Sector Vision Plan Theme: Complete Communities & Streets



Figure 3: Holmwood Sector Vision Plan - Theme: Complete Communities & Streets



# East Sector Vision Plan Theme: Regional Employment & Retail



Figure 4: Holmwood Sector Vision Plan - Theme: Regional Employment & Retail

## 6 Plan Overview and General Requirements

### 6.1 Land Use Plan

The Land Use Plan for the Holmwood Sector is shown in Map 3. This Plan is the broad framework over which the Vision will be achieved. It identifies:

- six neighbourhood development areas,
- a Suburban Centre with a Suburban Centre Commercial corridor,
- a Business Park with regional commercial nodes,
- one District Village,
- streets that act as linear focal points for activity, connecting adjacent development areas and offer transportation options,
- agricultural lands, and
- existing natural areas.

Neighbourhood Development Areas and Suburban Centres are given numbers to distinguish them, but this numbering does not necessarily indicate development sequence.

It is important to note that the Land Use Plan is meant to be interpreted flexibly, rather than rigidly requiring the strict separation of uses. It is the objective of this Plan that arterial roadways and the adjacent land uses and built form serve to knit bordering areas together rather than acting as a boundary between areas. The perimeters of land use areas should allow for a gradual transition from one type of use to another. ACPs for individual neighbourhoods and the Suburban Centre identify how they connect and transition to adjacent areas.

### 6.2 Population Density, Dwelling Units and Employment

Table 1: below shows the population, density, and employment projections for the Holmwood Sector at build-out. The table is divided into distinct land uses. Based on the type of land use, the total estimated number of dwelling units, population, and employment for each land use were calculated.

At full build-out of the Holmwood Sector, the total estimated number of dwelling units is 34, 300, the total estimated population is 80, 000 people, and the total estimated employment is 10, 800.

Suburban neighbourhoods over the past number of years have ranged from 15 to 20 units per hectare (6 to 8 units per acre) for residential neighbourhoods, which equates to a population density of approximately 50 residents per hectare (20 residents per acre). Given the vision of developing neighbourhoods that include a mixture of uses, the density targets for the Holmwood Sector were set using residents plus jobs per hectare as a measure. An estimated 50 residents plus jobs per hectare was used for primarily residential neighbourhoods, and an estimate of 65 residents plus jobs per hectare was used for the Suburban Centre. A higher density for the Suburban Centre will provide the population needed to support an efficient transit system. The Business Park was targeted to accommodate 45

residents plus jobs per hectare, though it is assumed that most, if not all, of this value will be attributed to jobs.

Dwelling unit densities are also of interest, and were calculated based on Saskatoon household size data for existing neighbourhoods and suburban centres as well as assumptions about the proportion of the residents plus jobs per hectare value that is expected to be residents. On this basis, the Holmwood Sector is projected to have neighbourhoods with an average net density of approximately 18.5 units per hectare (7.5 units per acre). The Suburban Centre is expected to have a net density of 29.9 units per hectare (12.1 units per acre) and Neighbourhood 2 is expected to have a density of 25 units per hectare (10 units per acre). The overall net density for land deemed “developable” (i.e. factoring out Saskatoon Freeway, College Drive, University lands, wetlands, and urban holding area) within the Holmwood Sector is 18.5 units per hectare (7.5 units per acre).

As much as possible, the Suburban Centre and Business Park will be phased concurrently with the residential development but parcels of land will be serviced as demand warrants.

PROPOSED

**Table 1: Area, Density, Population and Employment**

	Hectares <sup>1</sup> (net)	Acres <sup>1</sup>	Residents / jobs <sup>2</sup> per ha	People per unit <sup>3</sup>	Units <sup>4</sup>	Units per ha (approx.)	Units per ac (approx.)	Population (estimate)	Employment <sup>5</sup> (estimate)
Brighton Neighbourhood Area	334.2	825.7	50.0	2.4	6432.0	18.5	7.4	15505	2197
Neighbourhood Development Area 2	170.0	420.1	65.0	2.4	4200.8	25.0	10.0	10208	850
Neighbourhood Development Area 3	254.3	628.4	50.0	2.4	4712.9	18.5	7.5	11452	1272
Neighbourhood Development Area 4	212.7	525.6	50.0	2.4	3941.9	18.5	7.5	9579	1064
Neighbourhood Development Area 5	271.8	671.6	50.0	2.4	5037.2	18.5	7.5	12240	1359
Neighbourhood Development Area 6	381.0	941.5	50.0	2.4	7061.0	18.5	7.5	17158	1905
<b>Neighbourhood Total</b>	<b>1624.0</b>	<b>4013.0</b>	<b>-</b>	<b>2.4</b>	<b>31385.9</b>	<b>18.5</b>	<b>-</b>	<b>76143</b>	<b>8646</b>
Suburban Centre 1	36.0	89.0	65.0	1.6	1076.4	29.9	12.1	1755	585
Suburban Centre 2	96.4	238.2	65.0	1.6	2882.3	29.9	12.1	4698	1567
<b>Suburban Centre Total</b>	<b>132.4</b>	<b>327.2</b>	<b>-</b>	<b>1.6</b>	<b>3958.7</b>	<b>29.9</b>	<b>12.1</b>	<b>6453</b>	<b>2152</b>
<b>HOLMWOOD SECTOR SUBTOTAL</b>	<b>1756.4</b>	<b>4340.2</b>	<b>-</b>	<b>-</b>	<b>35344.6</b>	<b>-</b>	<b>-</b>	<b>82596</b>	<b>10798</b>
Business Park	112.0	276.8	45.0	0.0	0.0	0.0	0.0	0	5040
<b>Business Park Total</b>	<b>112.0</b>	<b>276.8</b>	<b>-</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0</b>	<b>5040</b>

NOTES:

- 1) "Net" area (hectares and acres) refers to all the area within each Neighbourhood Development Area (as shown on Map 3) including all roadways except College Drive (185 ac) and Saskatoon Freeway (85 ac), and excluding proposed urban holding areas (160 ac) and University lands (1600 ac). The net area also excludes Environmental Reserve dedications (237 ac) as per the sample calculations in Table 3 Environmental Reserve Analysis. If wetlands are developed, the MR requirement will increase for the applicable area.
- 2) Residents/jobs per hectare is a target value, based on data from similar neighbourhoods/suburban centres in Saskatoon and the vision for this Sector.



- 3) People per unit values are based on average household sizes from Saskatoon neighbourhoods of similar types.
- 4) Unit counts are determined based on assumptions about what proportion of the estimated people plus jobs count will be residents (i.e. people). For neighbourhoods this was assumed to be 90% which is consistent with the Saskatoon average of 89%. For the Suburban Centre, this proportion was assumed to be 60%.
- 5) Employment was estimated based on residents/jobs per hectare data from similar neighbourhoods/suburban centres. This data shows Neighbourhood Development Areas daily users (those residing or employed there) to be split 90% residents / 10% jobs, Suburban Centres to be split 75% residents / 25% jobs, and Business Parks to be 100% jobs.
- 6) Brighton information supplied by the Brighton ACP.

### 6.3 Growth Plan to Half a Million

A truly sustainable sector takes a holistic approach that benefits the residents, the natural environment and the city. The City's Growth Plan to Half a Million (Growth Plan) advances the City's Sustainable Growth and Moving Around Strategic Plan Goals by guiding future development to create a city that is vibrant, attractive and sustainable for future generations. The Growth Plan identified the Holmwood Suburban Centre as a significant growth area. In order to align with the principles of the Growth Plan, the Suburban Centre is expected to be a mixed-use, walkable, dynamic suburban centre built around Bus Rapid Transit (BRT) connecting to the City-Wide transit system.

Additionally, the following key strategies will guide Holmwood Sector development to ensure it aligns with the Growth Plan:

- Implementation of a corridor planning process for 8<sup>th</sup> Street, incorporating transit oriented development principles through a greater range of land uses, building densities, pedestrian and cycling facilities to support the BRT system;
- Development along "Main Streets"<sup>1</sup> and support for Transit Oriented Development (Dense, compact development that is street-orientated, supporting a high level of transit service that could later be developed as rapid transit corridors)
- Provision of significant employment opportunities in a suburban context;
- The establishment of Suburban Centres as the "focal point" of suburban growth areas; and,
- The redefinition of suburban neighbourhoods as places that are easier to get around, and that are well connected to the surrounding neighbourhoods and the rest of the city.

Arterial roadways and other major streets should be areas of focus, rather than being considered the boundaries between areas, and enhance connectivity between and within neighbourhoods. Arterial

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<sup>1</sup> "Main Streets are streets that connect neighbourhoods while providing residents with access to their daily needs. Main Streets are designed to prioritize pedestrians, bicycles, and transit. In some cases short-term parking and loading for local shops and restaurants might be provided. These streets will support a pedestrian environment with dense mixed-use buildings with ground floor commercial uses surrounding the corridor." (Complete Streets Policy and Design Guide, draft).



roadways should have dense residential, commercial and mixed uses providing direct, street-oriented frontage onto the roadway, where feasible, and incorporate public spaces.

#### **6.4 Saskatoon North Partnership for Growth (P4G) Regional Plan**

The Saskatoon North Partnership for Growth (P4G) includes the partnering municipalities of the Cities of Martensville, Saskatoon, Warman, the Rural Municipality of Corman Park, and the Town of Osler. The five partnering municipalities have developed and adopted a long term view and plan for land use and servicing that is regional in scope.

The Regional Plan establishes a coordinated approach to matters related to physical, social, or economic circumstances of the Saskatoon region that may affect the development of the region as a whole. When Concept Plans are prepared for development areas in the Holmwood Sector, particular care must be taken to ensure a coordinated approach to ensure land use and servicing strategies align with the Regional Plan.

#### **6.5 Safe Growth**

The Official Community Plan requires Sector Plans and Concept Plans to comply with the principles of Crime Prevention Through Environmental Design (CPTED), to ensure safe environment and high quality of life. When Concept Plans are prepared for development areas in the Holmwood Sector, particular care must be taken to ensure natural surveillance and appropriate use of buffer strips, connectivity between neighbourhoods and with the rest of the city, and clear way-finding within the area.

### **7 Neighbourhood Development**

Neighbourhood development areas are intended to accommodate the majority of residential development in the Holmwood Sector. As shown on Map 3, the Holmwood Sector accommodates up to seven future residential neighbourhoods within these development areas. Each neighbourhood or sub-neighbourhood, depending on the design of the neighbourhood development area, should be developed with its own unique character and conservation theme and range between 210-270 hectares (520 - 670 acres).

This approach creates a strong sense of community and ensures the area is walkable. Neighbourhoods should be developed to feature numerous, significant focal points such as commercial/mixed-use nodes or corridors, neighbourhood parks, and community centres and/or school sites, further enhancing walkability and distribution of amenity. This is particularly important if a proposed neighbourhood's area exceeds 300 hectares (740 acres), which may be necessary to secure a large enough population to support elementary schools. Where constraints require neighbourhood sizes to exceed 350 hectares (870 acres) and/or populations in excess of 15,000 consideration should be given to the provision of two elementary school sites and two core parks.

Holmwood Neighbourhood 2 is a unique neighbourhood, as it is smaller than other neighbourhoods in the Sector (at approximately 170 ha (420 ac)), and it sits directly between two employment areas (the

Business Park to the north, and the Suburban Centre to the south). This means it will require a higher density of development to support schools (10 u.p.a.), and this also provides an opportunity for a unique, higher density residential development to create seamless transitions between residential and employment areas. Planning these three areas concurrently, with particular detail as to how land uses transition from one land use to another will be essential.

## **7.1 Residential**

A broad range of housing choices is required throughout the Holmwood Sector. This range of housing will encourage a mix of densities, income levels and forms providing a “lifelong” Sector where residents can age in place.

The six residential neighbourhood development areas of the Holmwood Sector will accommodate housing forms of predominantly low to medium density. Housing types could include: single-unit detached, duplex, semi-detached, street and group townhouses, and apartments. Multi-unit residential developments, places of worship, and residential care homes in the residential neighbourhoods should be situated next to arterial roads, along neighbourhood collector roads, around neighbourhood centres, or near the core parks.

### **7.1.1 Affordable Housing**

Developers in the Holmwood Sector will be asked to provide a range of housing choices, including affordable housing. The City’s long term target is 500 attainable housing units per year, distributed throughout the community. From year to year the target may fluctuate, so as demand is warranted, a select number of parcels may be identified for affordable housing, purpose built rental housing or entry level housing within each phase of a developing neighbourhood.

### **7.1.2 Residential Care Homes**

According to the Official Community Plan, supportive housing forms, including residential care homes, are to be facilitated in all areas of the city. Therefore, developers in the Holmwood Sector will be asked, during the Concept Plan process, to identify sites to be used for the purpose of care homes. These sites should be distributed geographically throughout a development area and provision should be made for such uses within each phase of neighbourhood or suburban centre development.

## **7.2 Commercial and Mixed-Use Areas**

Mixed-use development will be located along all arterial roadways where feasible. Mixed-use development is intended to accommodate a mix of residential and non-residential land uses to serve the personal and commercial needs of those living in and visiting the area. The design of these mixed-use areas should represent a human-scale, pedestrian-friendly environment. Mixed-use areas could include, but are not limited to, any combination of banks, multi-unit residential, medical, office, convenience stores, restaurants, retail, and studios, or any other approved neighbourhood scale uses in addition to residential uses.

Single-use commercial development is appropriate in similar situations and at similar locations to mixed-use development. However, it is important that single-use commercial is well integrated with surrounding neighbourhood uses in terms of scale, form and character.

Commercial and mixed-use development may occur at focal points within neighbourhoods to provide amenity within walking distance of a large proportion of the neighbourhood. However, the primary focus for this type of development should be along arterial roadways.

It is projected that, at full build-out, the mixed use neighbourhoods will provide employment for approximately 10,000 people, factoring in that a portion of this will be home-based business.

## **8 Business Park with Regional Commercial**

To assist in achieving the objectives of the City's Energy and Greenhouse Gas Management Plan, one of the objectives of the Holmwood Sector is to provide more opportunities for those that live east of the South Saskatchewan River to work closer to home. In Saskatoon, the majority of the employment areas are located west of the South Saskatchewan River. This has created a significant demand on local infrastructure such as roads and bridges, moving people to and from work each day. To alleviate some of this pressure and to reduce commute times for those living east of the South Saskatchewan River, the Holmwood Sector will provide a new employment area, consisting of a Business Park that includes approximately 11 hectares (27 acres) for regional commercial. The estimated net developable area of the Business Park is 112 hectares (277 acres). At an employment intensity of 45 jobs per hectare, the projected employment for this area is approximately 5,000.

The Business Park is strategically positioned along College Drive to allow for enhanced visibility, and for easy access and egress from major access points at McOrmond Drive and at Zimmerman Road. The vision for the Business Park consists of:

- small lot industrial development and commercial development,
- clean light industrial and professional offices,
- mixed-use office and residential or retail and residential developments, and
- regional commercial nodes.

Having the regional and district commercial areas anchoring the Business Park provides companies with nearby amenities for customers and employees, while making the Business Park more attractive and vibrant. To build on this vision, the Concept Plan for the development of the Business Park will be required to be included in the Concept Plan for the Suburban Centre.

The goal for the Business Park is not to draw away from Saskatoon's downtown but to attract new small-scale businesses and those businesses that already have locations outside the downtown to relocate or build new, creating a cluster of "like" companies east of the South Saskatchewan River. Suggested uses could include medical facilities, technology/ agriculture/ engineering offices, warehousing, shipping and receiving, storage, clean manufacturing and some small-scale retail and

restaurant uses. In addition to integrating some of the above, the Regional Retail area of the Business Park will facilitate uses such as entertainment centres, hotels, restaurants and pubs, service stations and large format retail stores. By allowing for a mix of uses to locate in the Business Park, and by linking the Suburban Centre to the Business Park with a higher density residential neighbourhood, the use of the area should be maximized and it should not become empty after office hours.

The Municipal Reserve dedication from the Business Park should be determined during the Concept Plan process based on input from Recreation and Community Development. Municipal Reserve dedication may be made up of land, cash-in-lieu or a combination of the two based on identified needs.

Developers should institute architectural controls on development in the Business Park to ensure a high quality urban environment, and to ensure that the area integrates well with the Suburban Centre and Neighbourhood Development Areas. These controls should be determined at the Concept Plan stage. Suggested requirements include:

- In areas where blank walls along streets cannot be avoided, the developer should provide vegetation options such as “green walls” or vines to make the wall more aesthetically pleasing at ground level.
- Buildings should be street-oriented. The majority of the surface parking should be located to the side or preferably the rear of the buildings or internal to the site.
- In the transition areas between the Business Park, neighbourhood development areas and the Suburban Centre and neighbourhood development areas, areas of mixed use including high- to medium-density housing should provide the step-down transition into low-intensity uses such as single-unit housing.

## 9 District Village

The vision for the District Village is for mixed-use, medium-density nodes that feature residential uses, district parks and commercial and institutional services and amenities to support the needs of approximately two to six neighbourhoods. The commercial component – District Village Commercial – features vibrant street oriented retail shopping destinations at grade level, while medium to high density residential could be built above. District Villages are intended to provide a level of service and a range of commercial uses above that found at the neighbourhood level, but less than that found in the Suburban Centre area. Possible uses include retail stores, restaurants, service stations, small shopping centres, medical clinics, and related health services. High schools, recreation facilities, fire halls and similar community uses and civic facilities may be suitable in District Villages, subject to needs assessment.

The District Village is 81 ha (200 ac) with approximately 11 ha (27 ac) of retail area which is projected to provide approximately 800 jobs, based on an employment intensity of 40 jobs per hectare.

## 10 Suburban Centre

The vision for the Suburban Centre is for a vibrant urban core built around a bus rapid transit station. The Suburban Centre is expected to be a walkable area that fosters a mix of land uses and features appropriate services and amenities to support the needs and wants of a Sector with a population of approximately 80,000. It is estimated that the Suburban Centre will provide employment for just over 1,500 people.

The Suburban Centre should transition seamlessly into the surrounding Neighbourhood Development Areas and nearby Business Park. Wetlands are highly prominent in the Suburban Centre and should be sensitively incorporated into any Suburban Centre Concept Plan. A naturalized wetland area integrated into a range of commercial, institutional and residential uses will be a defining focal point for the area.

Similar to the Business Park, the Suburban Centre Commercial is encouraged to have architectural controls to ensure the businesses and residential developments that choose to locate in the area adhere to the overall vision of the surrounding communities. Suggested requirements within the Business Park would also apply to the Suburban Centre Commercial area.

### 10.1 Commercial and Institutional

An Urban Arterial Commercial area is located along 8th Street East to establish this portion of 8<sup>th</sup> Street East as a commercial destination, and to provide the residents in the Holmwood Sector with shopping centre services.

The Suburban Centre is a preferred location for sector-wide institutions and amenities such as high schools and other major educational institutions, District and Multi-District Parks, recreation facilities, health care facilities, and regional places of worship.

The portions of the Suburban Centre Commercial area that are adjacent to 8th Street East and McOrmond Drive should provide commercial services that are street-oriented, while maintaining important vistas to the central water body behind. The water body should be designed to encroach into the commercial setting combining nature with hard landscaped retail plazas. With different land uses arrayed around the central water body, an open space trail network could provide the best access to this destination focal point for the Sector. Local residents, including seniors, could move from home to leisure facilities to commercial or employment to transit terminals all within the trail network. A single Concept Plan submission will be required prior to development of the Suburban Centre which will include the design for the Suburban Centre Commercial area, the Business Park and Neighbourhood Development Area 2.

### 10.2 Residential

The core Suburban Centre area is intended for multi-unit medium-density and high-density residential development. These multi-unit parcels will benefit from frequent and convenient transit services, proximity to district park spaces and civic facilities, and proximity to commercial and mixed-use centres. Further, careful attention to the massing of the buildings will provide an attractive transition between the Suburban Centre and Neighbourhood Development Areas.

### 10.3 Mixed-use

As noted above and as shown on the Land Use Plan (see Map 3), mixed-use, street-oriented areas are encouraged along McOrmond Drive and 8th Street East. The intent behind this is to provide opportunities within the Holmwood Sector for a fine-grained mix of residential, retail, office, institutional and other services. These areas will provide variety, vitality and character to the street edge and entry points into the neighbourhoods. They will promote unique spaces, support transit, and animate sidewalks with a variety of uses, making streets active for more seasons and hours of the day. Mixed-use, street-oriented developments encourage a streetscape that is pedestrian-friendly.

## 11 Schools and Community Services

As part of the ACP process, the developer must meet with Saskatoon Public Schools and Greater Saskatoon Catholic Schools to determine if elementary schools are warranted. If schools are warranted, the size and configuration of the school parcel(s) and the appropriate location(s) based on the size and layout of the neighbourhood should be included in the ACP(s). While shared sites can ensure an efficient use of space, care must also be given to ensure the appropriate distribution of neighbourhood amenities. In some cases, particularly in larger Neighbourhood Development Areas, it may be desirable to provide some separation between elementary school sites, improving walkability for a wider area and mitigating traffic concerns associated with co-locating two schools on a shared site and roadway. In larger Neighbourhood Development Areas it may be desirable to provide up to four elementary schools (two public and two separate).

The Holmwood Sector makes provision for up to four high schools (two public and two separate) distributed over two locations. Appropriate locations for high school sites are the Suburban Centre and the District Village. It is recommended that high school sites be located in proximity (within 450m) of a transit route. The need for high school sites and their specific location should be determined through the concept plan process for each Neighbourhood Development Area as applicable and through consultation with the school boards and Ministry of Education.

A civic facility, which may include a leisure centre and public library, should be located in the Suburban Centre next to a multi-district park. These facilities should provide adequate leisure and educational services to the surrounding neighbourhoods, while being a destination attraction for the Sector. Programs at these civic facilities could meet a variety of sport, culture and recreation activities that meet the needs of the community. There is an opportunity to provide nature appreciation programs because of the proximity to the adjacent wetland.

Other community services and facilities such as fire halls, recycle depots and transit terminals should be located in the Suburban Centre and District Village, where possible. The locations of these services and facilities will be determined during the process of preparing the Concept Plan for the Suburban Centre and District Village.



## 12 Transportation

### 12.1 “Complete Streets”

“Complete Streets” refers to streets that are designed in a way that is sensitive to the adjacent land use and built form context to enable safe access for all users. Pedestrians, bicyclists, motorists and transit riders of all ages and abilities must be able to safely move along and across a complete street. In conjunction with appropriate adjacent land use, they help build strong, livable and vibrant communities.

Implementing a complete streets approach in the Holmwood Sector means that streets within the Sector will be focused on making it safe, practical and appealing for all methods of transportation to travel along and across the roadways, whether local, collector or arterial. Efficient vehicular movement is a significant consideration, but one of several important factors.

There is no single solution to create complete streets. However, there are a number of considerations that are relevant to the creation of complete streets in the Holmwood Sector. The final arterial road cross section(s) should be determined at the Concept Plan stage.

The Growth Plan recommends the following design aspects for complete streets:

- Enhance safety for all modes: Appropriate facilities designed as separated or shared space enhance the safety and comfort of everyone. As much as possible, dedicated on-road cycling facilities (lanes) should be provided to facilitate safe cycling and to improve the relationship between cyclists and motorists.
- Expands transportation choice: Visibility of attractive and comfortable pedestrian, cycling and transit facilities will serve to create greater awareness of transportation choices that are available in the Holmwood Sector.
- Support universal accessibility: The design of sidewalks, crossings and connections with private properties should be designed to enable accessibility for all users.
- Enhance economic development prospects: Complete streets are complementary to the surrounding land uses. They serve not only to provide space for people to move around within and between communities, they also serve to provide access for people to live, work, shop and play. They can also support the development and creation of a vibrant public realm. The provision of complete streets can complement land uses and support the economic activity by providing an extension of businesses into the street space with patios, parklets or simply with better access.
- Develop a sense of place: Rather than simply moving people, complete streets should be designed as comfortable and desirable places to linger, socialize and recreate

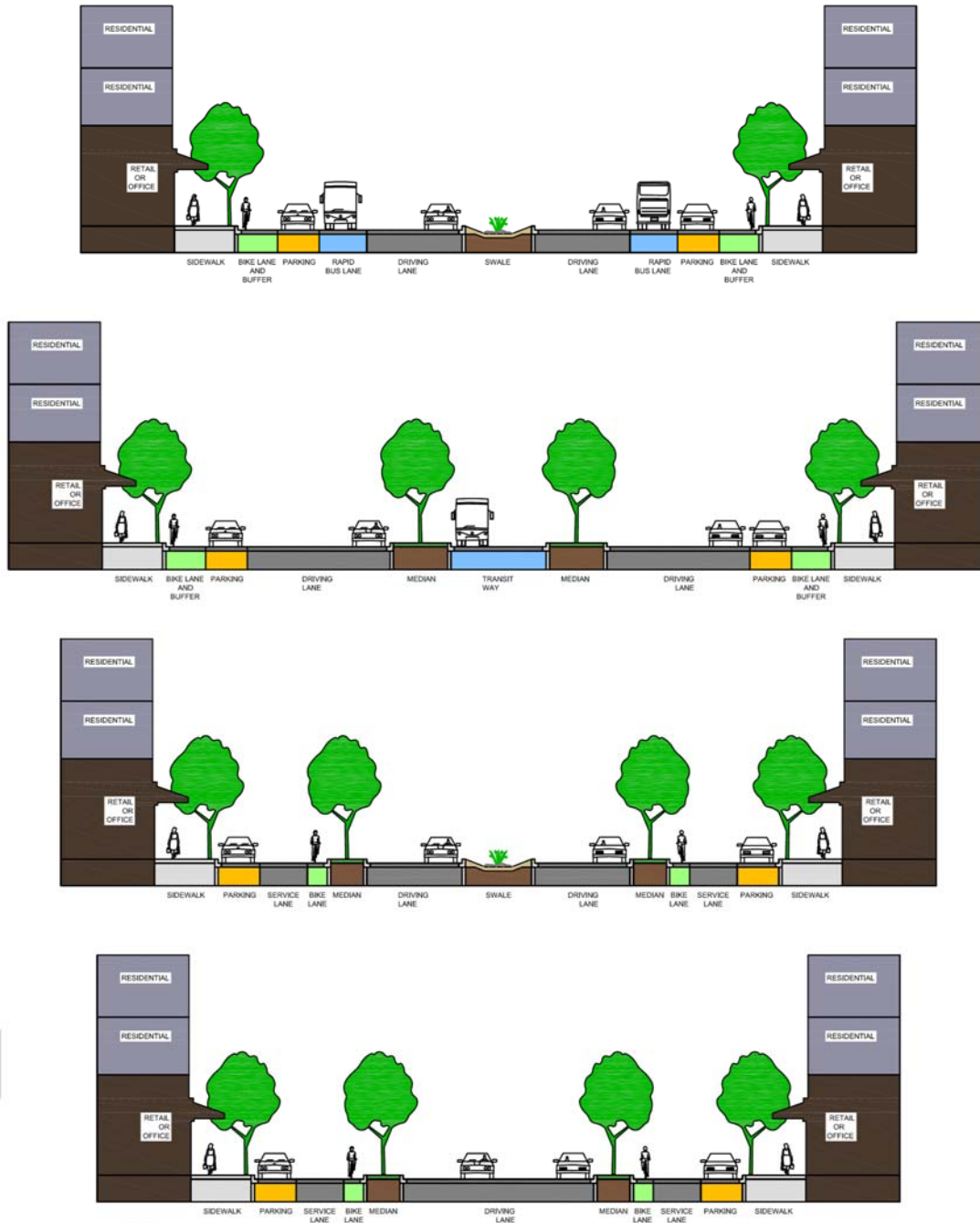


Figure 5: Examples of multi-modal arterial road rights-of-way with mixed land uses and medium density

## 12.2 Active Transportation Network

Saskatoon’s Active Transportation Plan was approved in June, 2016. It outlines a city-wide active transportation network that links sectors and neighbourhoods throughout the city. In addition to on-street bike lanes and neighbourhood sidewalks, the multi-use trail network shown should be extended though the Holmwood Sector as each neighbourhood builds out, linking neighbourhood amenities,



schools, parks and natural features, and creating a network of active transportation facilities for residents to use for recreation or travel. The locations and design of the multi-use trail network within the Holmwood Sector will be determined during the ACP process and should be consistent with the standards and recommendations of the Active Transportation Plan (ATP).

Currently there are no multi-use trail network connections into the Holmwood Sector from existing neighbourhoods. However, as shown on Map 5, there are opportunities to connect the Holmwood Sector to adjacent neighbourhoods via the multi-use trail network, identified in the ATP and depicted on Map 5.

Two non-motorized multi-use trail crossings across the CPR tracks are proposed. These are described below in Section 12.12.1.3 Non-motorized Vehicle Crossings. These two multi-use trail linkages would provide east/west connectivity to existing neighbourhoods such as College Park East, Briarwood, Lakewood Suburban Centre and Rosewood.

A proposed multi-use trail along McOrmond Drive requires shared-use pathways when constructing the interchange at McOrmond Drive and College Drive. These shared-use pathways would provide non-motorized travel from the Holmwood Sector to the amenities in the University Heights SDA.

As part of the Active Transportation Plan, a AAA level cycling facility is proposed along College Drive.

#### **12.2.1 Pedestrian Walkability**

How people move around by foot will be a high priority in the design of all developments in the Holmwood Sector.

As part of each Concept Plan, a Pedestrian Plan must be provided with the required Traffic Impact Study (TIS) to illustrate where sidewalks will be located and proposed movements of people within and between development areas. The Pedestrian Plan must identify routes people will use to move around the Sector, getting to and from work, retail locations, leisure facilities and schools by foot. The goal of the design should be a walking timeframe of a maximum of five to ten minutes to significant neighbourhood amenities.

Sidewalks along McOrmond Drive and 8th Street East should be at least 2.5 meters in width to provide a pleasant walking experience along these major roads, and to allow for street furniture such as bus stops, benches, bike racks and extensions to retail store patios. For areas with higher estimated pedestrian volumes, such as along transit and BRT routes, sidewalk widths should range between four and six metres.

#### **12.2.2 Barrier-free**

The Holmwood Sector is intended to be barrier-free, and the neighbourhood designs and infrastructure will provide accessibility to all persons, regardless of their physical abilities.

### **12.2.3 Bicycling**

All streets in the Holmwood Sector must be useable by bicycle. On-street bicycle lanes or off-street multi-use pathways/trails will be provided on collector and arterial streets in compliance with the City of Saskatoon's Active Transportation Plan.

As shown on Map 5, the City's Bicycle Network will be extended into the Holmwood Sector to provide an alternative mode of travel to major inner city destinations. Appropriate cycling facilities will be determined through consultation with the Active Transportation Coordinator as the Sector builds out.

### **12.3 Transit**

The design of the Holmwood Sector, including the location and design of arterial roadways and the location, type and density of development, is intended to support frequent, high-quality transit service which in turn encourages the use of transit. Desirable high-frequency and rapid transit corridors within the Holmwood Sector are the arterial road network, and 8<sup>th</sup> Street East.

As part of the Concept Plan process, existing transit services and routes may need to be re-routed or new routes may need to be created to service the Holmwood Sector. These routes should use the arterial and collector road networks to access transit stop locations in neighbourhoods.

A "transit village" and provision for BRT facilities must be established within the Suburban Centre Commercial and mixed-use area. This would enable the Suburban Centre to be the end point of an 8th Street East rapid transit corridor. A "transit village" concept is feasible in this location due to the density and clustering of land uses, which would improve the efficiency of the transit system.

As outlined in the Growth Plan to Half a Million, BRT plans should be considered as Saskatoon grows and the Holmwood Sector builds out. BRT is a model that consists of bus routes from greenfield developments to inner city destinations where buses run more frequently (e.g. every five to ten minutes during morning and evening commuter rush times) and utilize transit priority measures on arterial roadways. In some cases, buses may have dedicated or priority lanes. In order to improve these corridors' viability as significant transit routes, additional emphasis should be placed on their development as relatively high-density and mixed-use areas.

### **12.4 Automobile Transportation**

During the early stages of development, primary access to the Holmwood Sector will be provided by College Drive and 8th Street East.

According to the City's 2009 Traffic Characteristic Report, the Average Annual Daily Traffic (AADT) volumes for the two nearest traffic count stations next to the Holmwood Sector are 4645 AADT on 8th Street East (east of Boychuk Drive) and 22868 AADT on McOrmond Drive (between Kerr Road and College Drive). AADT volumes increase in the developed areas of the city to the west.

Further detailed traffic analysis will be required to identify all city-wide traffic impacts generated by the Holmwood Sector, and work is being done to address the impacts that have been identified to date.

When a Concept Plan is being prepared, a Traffic Impact Assessment (TIA) is also required. TIAs address traffic at a neighbourhood level or development level of detail, including the multi-modal (pedestrian, bicycle and vehicular) impacts new development will have on the existing infrastructure, which improves safety within neighbourhoods.

## 12.5 Roads

As shown on Map 6, five main roads lead into and shape the Holmwood Sector: McOrmond Drive, Zimmerman Road, College Drive, 8th Street East, and Taylor Street East. These will be classified as either arterial roadways or expressways. The Sector Plan calls for:

- extending and realigning McOrmond Drive south terminating just south of 8th Street East,
- extending 8th Street East from Boychuk Drive to Saskatoon Freeway, and
- extending Taylor Street East from Rosewood Gate North into the sector.

The Sector Plan also calls for:

- realigning Zimmerman Road approximately 400 m east of its current alignment to bisect 8<sup>th</sup> Street East and then terminate at Highway 16,
- retaining Blackley Road in approximately its current alignment, which will continue to link to Zimmerman Road as it intersects College Drive, and
- constructing new roadways to retain/increase connectivity with areas outside the Sector including the RM of Corman Park.

## 12.6 Highways

Highway 5 and Highway 41 are located in the Holmwood Sector. The portion of Highway 5 west of Saskatoon Freeway was brought into City limits in 2010 and has become part of College Drive. College Drive, east to Saskatoon Freeway, will be upgraded to an urban expressway standard, and Highway 5 will continue east of Saskatoon Freeway.

Similar to Highway 5, a portion of Highway 41 was brought into City limits in 2010. The portion of Highway 41 within City Limits will be removed when future street networks replace it, or when Saskatoon Freeway is built. Access to Saskatoon Freeway in this area will be decided through future discussions between the City and the Ministry of Highways.

## 12.7 Transportation Improvement Recommendations

In order to achieve the recommended transportation network shown on Map 6, and to address cumulative traffic impacts, a number of road improvements will require further analysis as the Holmwood Sector develops. These road improvements are described below, and are grouped according to short, medium and long term recommendations. These recommendations will be re-evaluated regularly (for example, during the Concept Plan process when TIAs are reviewed); additional recommendations may be determined upon further study and growth of the Holmwood Sector.

### 12.7.1 Short Term Recommendations

Short term recommendations include changes to the existing transportation network and construction of new infrastructure to better accommodate traffic of all modes for Phase 1 of the Holmwood Sector.

The following are necessary during the course of the Phase 1 build-out:

- Interchange at College Drive and McOrmond Drive,
- Overpass at 8th Street East and CPR tracks,
- Extension of McOrmond Drive into the Holmwood Sector,
- Extension of 8th Street East to McOrmond Drive,
- Street lighting along College Drive,
- Construction of multi-use pathway in conjunction with AAA cycling structure along College Drive to McOrmond Drive,
- Non-motorized, grade-separated (green bridge preferred) crossing the CPR line connecting College Park East with the Holmwood Sector in the NW corner of the Brighton neighbourhood,
- Extension of multi-use trail along McOrmond Drive from Kerr Road to the Holmwood Sector, and
- Extension of multi-use trail along 8th Street East from Boychuk Drive to the Holmwood Sector
- Construction of a non-motorized trail under the College Drive overpass at the CPR tracks or suitable alternative is required.

The following will require monitoring and evaluation for possible improvements during the course of Phase 1 build-out:

- Performance of intersection at College Drive and Central Avenue; potential improvements include enhanced signal timing.

### 12.7.2 Medium Term Recommendations

Medium term recommendations include changes to the transportation network that will be needed in order to support the development of Phase 2 of the Sector. The timing for the construction of these improvements is tied to the growth of the Sector.

- Construction of Zimmerman Road from College Drive to 8<sup>th</sup> Street East,
- Extension of multi-use pathway in conjunction with AAA cycling facility along College Drive to Zimmerman Road, and
- Provide AAA cycling facility along arterial roadways,
- Construction of a non-motorized rail crossing near Donna L. Birkmaier Park,
- Construction of a multi-use trail from Donna L. Birkmaier Park north along the former highway (proposed for closure) along the east side of the CPR right-of-way to the proposed College Drive non-motorized trail at the CPR tracks,
- A multi-use trail should be developed along the power line corridor connecting from the proposed College Drive non-motorized trail to Kenderdine Road.

### 12.7.3 Long Term Recommendations

Long term recommendations include changes to the transportation network that will be needed to support full build-out of the Holmwood Sector and complete Phases 3, 4 and 5. Similar to the changes recommended in the medium term timeframe, the timing for these recommendations is tied to the growth of the Sector.

- Interchange at College Drive and Zimmerman Road,
- Construction of Zimmerman Road from 8th Street East to Highway 16,
- Construction of 8th Street East to Saskatoon Freeway,
- Extension of Taylor Street East to Zimmerman Road including enhanced rail crossing at Taylor Street East and the CPR tracks, including rail crossing arms and pedestrian control,
- Construction of Blackley Road from College Drive to Agra Road (Zimmerman Road extension),
- Provide non-motorized crossing over the CPR tracks connecting Donna L. Birkmaier Park with the Holmwood Sector, and
- Interchange at Central Avenue and Attridge Drive.

### 12.8 Interchanges

There are two interchanges proposed within the Holmwood Sector: McOrmond Drive and College Drive, and Zimmerman Road and College Drive. The interchange at McOrmond Drive and College Drive is currently under construction. The timing for the Zimmerman Road and College Drive interchange will be determined based on Sector growth and demand.

In addition to the interchanges within the Sector, a number of interchanges will be required as part of the development of Saskatoon Freeway. Interchanges will be required where Saskatoon Freeway intersects 8<sup>th</sup> Street East and College Drive. Access to/from the Saskatoon Freeway in the northeast area of the Sector will be discussed as the Sector builds out. The need and timing for these interchanges is not connected to the development of the Holmwood Sector; rather, it is dependent on the timeline for the development of Saskatoon Freeway.

### 12.9 Saskatoon Freeway

Saskatoon Freeway, which is provincial infrastructure, will be a high-speed corridor to move provincial highway traffic around Saskatoon. The Saskatoon Freeway alignment, which has been endorsed by the City and the Rural Municipality (RM) of Corman Park, and approved by the Ministry of Highways and Infrastructure, is shown on Map 6.

Once the Saskatoon Freeway location has been surveyed the Sector boundary will be amended to align with the Saskatoon Freeway right-of-way. The lands between the current Sector boundary and the Saskatoon Freeway will be brought into the Sector and land uses consistent with the Saskatoon North Partnership for Growth (P4G) Regional Plan will be identified.

The Province has not indicated any precise timing or budget for the construction of Saskatoon Freeway.

## 12.10 Rail Line

The southwest edge of the Holmwood Sector is defined by the alignment of the CPR line. This rail line is a part of the CPR mainline that runs from Winnipeg to Edmonton. CPR has advised that there are approximately eight trains per day using this line to access the CPR Sutherland rail yard and switching station. In the future, capacity on this line could increase to twelve trains per day. At this time, CPR has made no indication that it intends to relocate its Sutherland yards operation. As the Holmwood Sector builds out and if CPR was to relocate its operations, a study should be conducted to determine the potential future use of the rail line and rail yards.

## 12.11 Rail Line Setbacks

For all developments abutting the CPR right-of-way, the RAC/FCM Proximity Guidelines and Best Practices should be complied with unless the Noise and Vibration report determines a greater setback distance. The Proximity Guidelines and Best Practices report suggests a 4.5m sound attenuation berm or sound attenuation fence. If a residence abuts the CPR right-of-way, the rear of the home should be set back a minimum of 30 m from the rail line right-of-way.

In addition, Section 3.4 Noise Mitigation, for homes along rail line corridors and highways, noise design techniques should be incorporated into neighbourhood architectural controls, reducing noise within the home and in the rear yard living space. Suggested examples for noise reduction solutions include:

- triple pane glass windows,
- thicker (more insulated) exterior walls, and
- deck height below the sound wall or berm to reduce noise and enhance aesthetics.

## 12.12 Rail Crossings

Rail line crossings are required to provide connections to the Holmwood Sector. As part of the Holmwood Sector Plan, four motorized crossings (two grade-separated and two at-grade) and two non-motorized crossings are required (see Map 5). Further discussions with the CPR are required to implement this aspect of the Holmwood Sector Plan.

### 12.12.1.1 Motorized Vehicle Crossings

The first crossing for motorized vehicles is an enhancement to the existing rail line crossing at 8th Street East. Currently this rail crossing has flashing rail crossing signals. An overpass wide enough for two shared-use pathways and four vehicle lanes is proposed at this location to allow for unrestricted traffic flow along 8th Street East. The exact timing for construction of the 8th Street East overpass has not been confirmed.

The second crossing for motorized vehicles is a new rail line crossing at Taylor Street. This crossing is proposed as an at-grade crossing with flashing rail crossing signals and gates. The third is an enhancement to the existing rail crossing at Zimmerman Road. Currently this rail crossing has flashing rail crossing signals. A grade separated crossing wide enough for two shared-use pathways and four vehicle lanes is required at this location to allow for unrestricted traffic flow along Zimmerman Road.



### 12.12.1.2 Train Whistle Blowing at Crossings

Canadian Rail Operating Rules require trains approaching at-grade crossings to sound and hold their whistle before they reach the crossing and while they are in the crossing. These rules would apply to the proposed new Taylor Street East rail crossing; however, prior to residential development in the southern portion of the Holmwood Sector, appropriate safeguards should be put in place to restrict vehicle and pedestrian access to the rail right-of-way (i.e. centre median and pedestrian crossing gates). An application could then be made to Transport Canada for a whistle cessation, requesting the railway corridor abutting the residential neighbourhoods to be a “whistle free” zone. This would allow for a higher quality of life for those living next to the rail crossing.

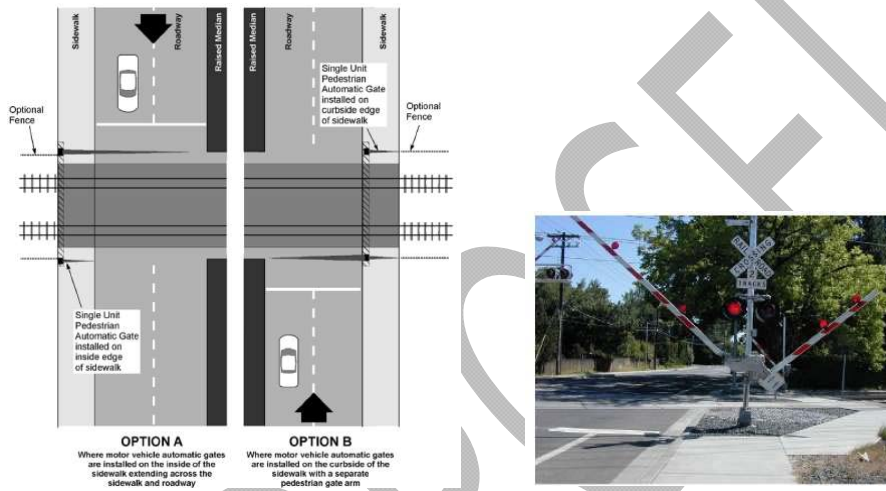


Figure 6: Rail Crossing Safeguard Examples (Washington DC: Transit Cooperative Research Report, Transportation Research Board, 1996)

### 12.12.1.3 Non-motorized Vehicle Crossings

The first rail crossing for non-motorized vehicles is proposed to be located north of 8th Street East, connecting the Brock Crescent lane access to the Holmwood Sector. A non-motorized, grade-separated crossing is important in this location so that the City’s Active Transportation Network can be extended and children living in Phase 1 of the Holmwood Sector can have a direct route to the existing elementary schools and Sidney L. Buckwold Park located in College Park East.

The second grade-separated rail crossing for non-motorized vehicles is proposed south of 8th Street East, connecting Donna L. Birkmaier Park with the Holmwood Sector. By linking the proposed trail network of the Holmwood Sector with the trail network of Donna L. Birkmaier Park, there is an opportunity to develop a passive recreational corridor connecting to the trail network along the South Saskatchewan River valley.

While overpass or underpass solutions may be suitable at both of these crossings, landscaped pedestrian overpasses or “green bridges” are preferred. The Evergreen Neighbourhood features a green bridge crossing McOrmond Drive that may serve as a suitable model. Figures 7 and 8 show examples of suitable rail crossings for non-motorized vehicles



Figure 7: Green Bridge Overpass Example (Mile End Park, London, UK)



Figure 8: Trail Underpass Example

### 12.13 Noise and Vibration

For each residential neighbourhood abutting the CPR line, College Drive or Saskatoon Freeway, the developer must engage a qualified consultant to complete a Noise and Vibration report as part of the ACP process. This report will determine appropriate setbacks from these corridors, but dwellings should never be situated within 30 metres of the CPR property line. For residential developments adjacent to existing and proposed roadways, exterior noise levels should not normally exceed a decibel level of 65 dBA Ldn.

### 12.14 Site Contamination

As part of the Concept Plan process, the developer must engage a qualified consultant to complete an Environmental Site Assessment (Phase I and/or II). The Environmental Site Assessment should determine potential and existing environmental contamination liabilities in the neighbourhood; more specifically around existing farmsteads and commercial and industrial lands. If contamination is present, the land owner is responsible for remediating the site, preparing the lands for its future land use.

### 12.15 Ecological Network

Protection of significant natural areas (such as wetlands) is important to ensure that current residents and future generations can benefit from the presence of these important natural features within the city. The conceptual ecological network is based on the findings of the natural areas screening studies.



The ecological network consists of interconnected significant natural areas such as significant habitats, wetlands and associated low-lying areas. Where development occurs adjacent to significant natural areas in the Sector, an appropriate interface between them is critical.

The Holmwood Sector Plan calls for the preservation and integration of wetlands in a natural state as a component of an ecological network within an urban environment, where possible. This will enable their use as an alternative and/or supplement to traditional stormwater management facilities while preserving ecologically significant habitats and providing recreation and leisure opportunities.

Concept plans will need to include a more refined ecological network that demonstrates general adherence to the conceptual plan shown here. Developers will be expected to make the best possible use of available land types including Environmental Reserve, Municipal Utility Parcels, Buffers, and Municipal Reserve in the consolidation of an ecological network while ensuring all other needs of the plan area are met.

As part of the Concept Plan process, the City Administration would require the developer to engage a qualified consultant during the growing season to confirm the location and extent of the wetland resources. The consultant should confirm wetland class and determine an appropriate buffer distance around each wetland, which will allow for the integration of these natural areas into an urban environment. Prior to development, the developer must temporarily fence the buffer perimeter while construction occurs in the area.

Development adjacent to natural areas should, where possible:

- a) Provide an aesthetically pleasing user experience,
- b) Permit appropriate public access,
- c) Facilitate user accessibility and circulation,
- d) Ensure compatible land use, building scale and design,
- e) Respect the ecological value and integrity of the resource, and
- f) Feature ecological protection that in some cases may include the use of a buffer area.

## **13 Parks and Recreation Facilities**

### **13.1.1 Neighbourhood Parks**

Neighbourhood parks are intended to serve the needs of residents at the neighbourhood scale. These can be in the form of core parks, pocket parks, linear parks and village squares. The locations of these parks should be consistent with the Park Development Guidelines (Administrative Policy A10-17) and be depicted in the ACP.

### 13.1.2 District Parks

District Parks are intended to serve active and passive recreational needs of residents of four to five neighbourhoods. These parks include sport facilities to accommodate inter-neighbourhood sports leagues for youth and adults as well as space for active and passive recreation.

Sport facilities might include (but not limited to):

- Soccer pitches,
- Cricket pitches,
- Field hockey pitches,
- Ball diamonds,
- Frisbee golf courses,
- Track and field complexes,
- BMX bike facilities,
- Skateboard facilities, and
- Off-leash dog parks.

### 13.1.3 Multi-District Parks

Multi-District Parks are intended to serve active and passive recreational needs during all seasons of the year that may not otherwise be served by neighbourhood and district parks (e.g. cultural facilities, multi-purpose leisure centre). These activities could be associated with a suburban recreation complex. Sport complexes include multiple sports fields in order to accommodate inter-neighbourhood sports leagues for youth and adults at a larger scale.

Sport complexes might include (but are not limited to):

- Soccer pitches,
- Cricket pitches,
- Field hockey pitches,
- Ball diamonds,
- Frisbee golf courses,
- Track and field complexes,
- BMX bike facilities, and
- Skateboard facilities.

Future District and Multi-District Parks will be constructed as the Holmwood Sector develops and park space is warranted.

### 13.1.4 Recreation Facilities

Recreation facilities are intended to serve the active and passive recreation needs of multiple sectors during all seasons of the year. Recreation facilities include indoor multi-purpose leisure centres and might be incorporated with high schools and outdoor sport complexes. It is projected that a recreation facility will be needed to serve the Holmwood Sector at full build-out.

## 14 Dedicated Lands

Dedicated lands are tools provided under the *Planning and Development Act, 2007* and are the means through which the City is able to accumulate the land required to meet the needs for parks, utility space, ecological network and recreational facilities and to ensure that development does not occur on lands that are subject to such things as flooding, slumpage, and instability.

### 14.1 Municipal Reserve

When land is subdivided, *The Planning and Development Act, 2007* requires part of it to be set aside as Municipal Reserve for public recreation or similar purposes, or for money to be paid in lieu of land. The Municipal Reserve dedication requirement is ten percent of gross land area for residential land and five percent of gross land area for non-residential land. The City may take money in lieu of land in areas where the dedication of land is not desirable.

The specific standards laid out in Section 3.4 of the Park Development Guidelines - Administrative Policy A10-017 is for the distribution of parks to be dedicated as follows: Neighbourhood Park (61 %), District Park (36 %), and Multi-District Park (3 %).

The Neighbourhood Park allocation must be dedicated within the neighbourhood. However, because District and Multi-District Parks serve the needs of more than one neighbourhood the space required for these parks tend to be allocated more heavily in some areas and less so in others. When this occurs a neighbourhood may have either a surplus or deficit of dedicated Municipal Reserve. When a neighbourhood has a deficit of dedicated Municipal Reserve the developer(s) are required to pay money-in-lieu to offset the costs incurred by neighbourhoods which have an over-dedication (surplus).

#### 14.1.1 Municipal Reserve Dedication

Table 2 provides a breakdown on the total amount of Municipal Reserve required in the Holmwood Sector. The locations of future District Parks and Multi-District Parks will be determined through discussions between Long Range Planning and Recreation and Community Development.

**Table 2: Municipal Reserve Analysis**

	Area (net <sup>1</sup> ) (hectares)	MR Dedication <sup>2</sup> (%)	Total MR Required (hectares)	N'hood Parks (hectares)	District and Multi-district Park provided within neighbourhood <sup>3</sup>	
					District (hectares)	Multi-District (hectares)
Neighbourhood Area 1 (Brighton)	334.2	10.00%	33.40	20.40	12.00	1.00
Neighbourhood Area 2	170	10.00%	17.00	10.37	6.12	0.51
Neighbourhood Area 3	254.3	10.00%	25.43	15.51	9.15	0.80
Neighbourhood Area 4	212.7	10.00%	21.27	12.97	7.66	0.90
Neighbourhood Area 5	271.8	10.00%	27.18	16.58	9.78	0.70
Neighbourhood Area 6	381	10.00%	38.10	23.24	13.72	0.90
<b>Neighbourhood Total</b>	<b>1624</b>		<b>162.38</b>	<b>99.0778</b>	<b>58.4328</b>	<b>4.81</b>
Neighbourhood Total (acres)	4012.99	0.00	401.25	244.83	144.39	11.89
Suburban Centre 1	36.0	10.00%	3.60	2.20	1.30	0.11
Suburban Centre 2	96.4	10.00%	9.64	5.88	3.47	0.29
<b>Suburban Centre Total</b>	<b>132.40</b>		<b>13.24</b>	<b>8.08</b>	<b>4.77</b>	<b>0.40</b>
Suburban Centre Total (acres)	327.17		32.72	19.96	11.78	0.98
Business Park	112.00	5.00%	5.60			
<b>Business Park Total</b>	<b>112.00</b>		<b>5.60</b>			
Business Park Total (acres)	276.76		27.70	0.00	0.00	0.00
<b>Holmwood Sector Total</b>	<b>1868.40</b>		<b>181.22</b>	<b>107.15</b>	<b>63.20</b>	<b>5.21</b>
Holmwood Sector Total (acres)	4616.91		447.80	264.78	156.17	12.87

NOTES:

"Net" area (hectares) refers to all the area within each Neighbourhood Development Area (as shown on Map 3) including all roadways except College Drive (185 ac) and Saskatoon Freeway (85 ac), and excluding proposed urban holding areas (160 ac) and University lands (1600 ac). The net area also excludes Environmental Reserve dedications (558 ac) as per the sample calculations in Table 3: Environmental Reserve Analysis

- 1) If wetlands are developed, the Municipal Reserve (MR) requirement will increase for the applicable area.
- 2) MR dedication is set according to legislation at 5% for non-residential development and 10% for residential development. For simplicity, the MR for the Suburban Centre (which will be mixed use) was set at 10%, though the actual dedication requirement will likely be between 5% and 10%. These MR calculations should be used as a guide with more accurate MR dedication values determined during the Concept Plan process.

## 14.2 Environmental Reserve

As noted in Section 4.4 Natural Areas Screening, developers are encouraged to protect natural features including the ecological network and enhance these features by incorporating them into the layout of

the neighbourhood open space. For example, wetlands left in a natural state can be aesthetically pleasing and can add value to surrounding development. They can also provide education and exploration opportunities while sustaining wildlife habitats and reducing carbon dioxide in the atmosphere. Further, such wetlands perform a natural stormwater retention function, reducing the need for expensive engineered stormwater management solutions.

Significant wetlands should be dedicated as Environmental Reserve. When land is dedicated as Environmental Reserve, it is subtracted from the gross developable area of the neighbourhood. Municipal Reserve is then calculated based on the remaining lands.

Table 3 provides a sample calculation of this approach, which assumes that all existing Class 4 and 5 wetlands, plus a 30m buffer surrounding them, will be classified as Environmental Reserve. All further calculations (for Municipal Reserve dedication and population projection) will be based on the “net developable area” calculated below.

PROPOSED

**Table 3: Environmental Reserve Analysis**

	Area (hectares)	Area (Acres)	Environmental Reserve <sup>1</sup> (hectares)	Environmental Reserve <sup>1</sup> (acres)	Net Developable Area (hectares) <sup>2</sup>	Net Developable Area (acres) <sup>2</sup>
Neighbourhood Development Area 1 (Brighton)	334.2	825.8	16.7	41.1	317.6	784.7
Neighbourhood Development Area 2	195	482	25.0	62	170.0	420
Neighbourhood Development Area 3	276	682	21.7	54	254.3	628
Neighbourhood Development Area 4	230	568	17.3	43	212.7	526
Neighbourhood Development Area 5	287	709	15.2	38	271.8	672
Neighbourhood Development Area 6	381	941	0.0	0	381.0	941
<b>Neighbourhood Total</b>	<b>1703.2</b>	<b>4208.7</b>	<b>95.9</b>	<b>236.9</b>	<b>1607.4</b>	<b>3971.8</b>
Suburban Centre 1	50.0	123.6	14.0	34.6	36.0	89.0
Suburban Centre 2	110.0	271.8	13.6	33.6	96.4	238.2
<b>Suburban Centre Total</b>	<b>160.0</b>	<b>395.4</b>	<b>0.0</b>	<b>0.0</b>	<b>160.0</b>	<b>395.4</b>
Business Park	112.0	276.8	0.0	0.0	112.0	276.8
<b>Business Park Total</b>	<b>112.0</b>	<b>276.8</b>	<b>0.0</b>	<b>0.0</b>	<b>112.0</b>	<b>276.8</b>
<b>Holmwood Sector Total</b>	<b>1975.2</b>	<b>4880.8</b>	<b>95.9</b>	<b>236.9</b>	<b>1879.4</b>	<b>4644.0</b>

NOTES:

- 1) Environmental Reserve is defined for illustrative purposes only. In this case it is defined as all existing Class 4 and 5 wetlands (Steward and Kantrud (1971)) within Holmwood Sector, plus a 30m buffer strip. Saskatoon Wetland Policy Study, 2009.
- 2) Net developable acres equals the total area minus Environmental Reserve.

### 14.3 Municipal Utility Parcels

Municipal utility parcels are parcels of land which are dedicated upon subdivision and which become the property of the municipality for the purpose of a public work or public utility. Utility parcels may be leased to utility providers. Examples include but are not limited to storm water retention ponds, electrical substations and cell tower sites. Land designated as Municipal utility parcel is subtracted from the gross developable area of the neighbourhood. Municipal Reserve is then calculated based on the remaining lands.

## 15 Servicing

### 15.1 Water Mains

The Holmwood Sector will be serviced initially by a primary water main extended from McOrmond Drive across College Drive into the Sector, then down 8<sup>th</sup> Street to the future new Holmwood reservoir. A second water main will be extended from Taylor Street East, then up Saskatoon Freeway to connect with the reservoir. As shown on Map 7, the water main alignment will loop around the Suburban Centre, providing services to each neighbourhood.

In future, the entire potable water to the sector will be provided by the Holmwood water reservoir (see section 13.2 below).

In order to reduce the volumes of water used by each household, the developers will be encouraged to promote the installation of water conservation methods into all new developments. Examples of this include:

- restrict the amount of sod coverage per lot,
- provide new homeowners with educational material about drought-tolerant plants,
- create water wells around trees and shrub beds,
- install irrigation rain barrels on all eavestroughs, and
- install water-efficient toilets and fixtures.

### 15.2 Water Reservoir

A future 4.85 hectare (12 acre) water reservoir site has been designated in the northwest corner of the Perimeter Highway and 8<sup>th</sup> Street East interchange of the sector boundary (southeast corner of Section 28-36-4-W3M). This water reservoir will be required to supply the increased demand for potable water from all the neighbourhoods in the Sector. The potable water to the reservoir will be supplied by a 1350mm fillmain from a future water treatment plant on the east side of the South Saskatchewan River. The timing for the reservoir will depend on growth of the Sector but must be built when 40 to 50 percent of the Sector is built out.

### 15.3 Sanitary Sewer

The sanitary sewer system proposed to service the Holmwood Sector will consist of two separate gravity sewer networks (see map 7). The west, central and south sanitary sewer network will tie into the Attridge Drive trunk sewer at the junction of McOrmond Drive and Attridge Drive whereas the north and northeast sanitary sewer network will drain north into the future north east sector sanitary sewer system. This sanitary sewer system will eventually drain to the future new waste water treatment plant. As the development proceeds in northeast and north phases of the sector, potential temporary lift stations and force mains may be required to pump the sewage to the existing sanitary system at McOrmond Drive and College Drive and to the proposed north sanitary river crossing north of Agra Road (see Map 7).



## 15.4 Storm Sewer

All neighbourhoods in the Holmwood Sector will have a conventional underground storm sewer design, as well as drainage ditches and storm water ponds, including wetlands where appropriate. Drainage ditches would replace the underground storm sewers in appropriate areas and would offer storm water pre-treatment before it drains to the forebays and ponds. Forebays, which are a type of settling pond, will be used in conjunction with natural wetlands to trap nutrients and sediments, while maintaining the value of the water body and protecting the organisms that live in these areas. (see Figure 9 and Map 7).

Stormwater best management practices should be followed when developing stormwater models for Concept Plan designs. Developers are encouraged to use low impact development strategies during neighbourhood design. Examples of this include:

- rainwater harvesting in parks;
- paving stone walkways,
- stormwater swales in medians,
- stormwater bump outs (see Figure 10 ), and
- stormwater park irrigation.

These techniques use “natural” drainage systems, allowing stormwater to replenish the soil and underground aquifer instead of being removed from the system through pipes.



Figure 9: Natural stormwater pond example



Figure 10: Stormwater bump out example

### 15.4.1 Natural and Engineered Water Bodies

Best practices in stormwater management are incorporating the use of natural wetlands, and associated forebays, to manage storm water runoff. This practice has begun to be implemented in Saskatoon and will become more prevalent throughout the development of the Holmwood Sector. As part of the Concept Plan process, the developer will be required to have a qualified environmental specialist work with a stormwater engineer to develop a stormwater model identifying the natural boundary of the wetland, the significance of the wetland, the best location for the forebay. The model would also have to determine if the wetland is deep enough to manage stormwater levels post-development, or if excavation and restoration would need to occur.



#### **15.4.2 Stormwater Park Irrigation**

Developers are encouraged to work with City Administration to find an alternative non potable irrigation water source for new park development.

#### **15.4.3 Utilities**

##### **15.4.3.1 SaskPower**

As part of the Concept Plan process, sufficient rights-of-way will be required for the existing overhead lines or negotiations between the developer and service provider regarding the relocation of these lines will need to occur. If these lines remain as overhead lines, provisions should be made to incorporate these utilities into road rights-of-way or open space connections. Negotiations to relocate the portion of the 138kv overhead lines north of 8<sup>th</sup> Street will be addressed as part of the Brighton neighbourhood development.

SaskPower has two existing substations which will be able to service the Holmwood Sector. No additional substation locations would be required at this time.

##### **15.4.3.2 SaskEnergy**

SaskEnergy requests that Town Border Station #4 located on NW-33-36-04 W3M adjacent to College Drive be incorporated into future development in the Sector. As part of the Concept Plan process, sufficient rights-of-way will be required for the existing pipelines or negotiations between the developer and service provider regarding the relocation of these pipelines will need to occur. If these pipelines remain, provisions should be made to incorporate these utilities into road rights-of-way or open space connections.

SaskEnergy will require 2-3 future District Regulator Stations within the Holmwood Sector. Suitable sites will be determined as development progresses based on immediate and future needs.

As development progresses developers will need to work closely with SaskEnergy to establish appropriate locations for future regulator stations, pipeline routing, and system isolation zones.

##### **15.4.3.3 TransGas**

There is an existing transmission line running north-south through sections 21, 26, 33, 4 and 9 connecting to Town Border station #4 located east of Zimmerman Road. If this line remains as a transmission line an appropriate easement will need to be provided. This line and station will need to be relocated at the developer's expense prior to development commencing west of Range Road 3044 or a suitable easement will need to be provided.

##### **15.4.3.4 SaskTel**

If relocation of any of the existing overhead lines or the cellular located south of the 8<sup>th</sup> Street extension is desired, negotiations between the developer and the service provider will need to occur prior to development commencing in the area. If relocation occurs, consideration should be given to relocating this facility onto a proposed building roof-top so it is more discreet. If relocation is not feasible, this site should be landscaped and screened at the developer's expense to visually blend into the surrounding

neighbourhood from ground level. SaskTel has identified a location for a future cellular tower facility near College Drive and Range Road 3044. As part of the Concept Plan process, land holdings should be secured or agreements should be decided upon to integrate this facility with the surrounding land uses.

### **15.5 Permanent Snow Management Facility**

Development of the Holmwood Sector will require the relocation of the City's Nicholson Yards and the snow storage site. The City Administration will be working to find a suitable new location. A permanent site for a snow management facility and Public Works Satellite Yard may be located in or near the Sector. A permanent site typically requires:

- 35 hectares (90 acres),
- Suitable road access,
- Access to the existing stormwater management system,
- Adequate separation from significant wetlands, and
- Adequate separation from residential development (trucks run 24 hours per day mostly in the winter).

Preference should be given to land otherwise unsuitable for urban development.

### **15.6 Recycling and Composting Facilities**

Development of the Holmwood Sector required relocation of the City's McOrmond Drive compost Depot. The City is currently working to identify a location for a full service permanent Eco-Centre to serve residents in the City's northeast. Should a Holmwood location be selected the Business Park and Suburban Centre would be suitable locations.

The Eco-Centre will compliment Recovery Park (currently the Saskatoon landfill) located in the southwest corner of Saskatoon by providing quality, convenient recycling services to residents in the northeast areas of the City.

The Eco-Centre will be a manned facility on a 2 hectare (5 acre) site accessible to the public. Eco-Centres typically accept materials such as:

- household hazardous waste,
- organics (compost),
- mixed recyclables,
- some construction waste, and
- gently used items for exchange.

### **15.7 Parks Maintenance Facility**

The City is currently working to identify a location for establishment of a Parks maintenance hub on the east side of the city to complement the Vic Rempel Yards on the west side. The east side hub will support Parks' maintenance initiatives on the east side of the City, primarily serving the communities of Stonebridge, Lakewood, Evergreen, Willowgrove and Rosewood.

The Holmwood Parks maintenance hub would be a permanent, fully manned facility housing staff and equipment for Parks' Urban Forestry, Irrigation and Sports fields, Operations and Maintenance and Pest Management programs. This facility would require approximately 1.0 ha (2.47 ac) area. Should a Holmwood location be selected the Business Park and Suburban Centre would be suitable locations.

### 15.8 Shallow-buried Utilities

As part of the Concept Plan process, the developer must arrange for the respective service providers to provide shallow buried services such as electricity, natural gas, street lighting, telephone, and cable television to the neighbourhood.

## 16 Phasing

### 16.1 Development Sequence

The development sequence as shown on the Phasing Plan (Map 8) is proposed to be consistent with the servicing scheme described in Section 15 Servicing:

- Phase 1 is comprised of the Brighton Neighbourhood east of College Park East and west of McOrmond Drive,
- Phase 2 is comprised of the Neighbourhood Development Area east of the Brighton Neighbourhood and west of Zimmerman Road,
- Phase 3 is comprised of the Neighbourhood Development Area west of Zimmerman Road and south of 8th Street East,
- Phase 4 is comprised of Neighbourhood Development Area east of Zimmerman Road and north of 8th Street East,
- Phase 5 is comprised of the Neighbourhood Development Area east of Zimmerman Road and south of College Drive, and
- Phase 6 is comprised of the Neighbourhood Development Area east of the University of Saskatchewan East Management Area and north of College Drive.

The Suburban Centre and Business Park are intended to be phased concurrently with the residential development, but the Phasing Plan allows for the development of the Business Park and the Suburban Centre to proceed as demand warrants. The Concept Plans for the Suburban Centre, Business Park and Neighbourhood Development Area 2 shall be submitted as a single Concept Plan in order to show how these areas will interface with one another.

In addition to the servicing scheme for the Holmwood Sector, the lands north of College Drive were also identified as the lands with the highest agricultural potential based on the soil quality (see Section 4.3 and Map 2). Therefore, these lands should be developed during later phases to retain these lands in agricultural production for the greatest amount of time.

## 17 Funding

The role of the Holmwood Sector Plan is to provide a framework within which development of the Holmwood Sector can take place, and a vision to shape that development to reflect the values of the community. Data on detailed costing and funding are not available at the Sector Plan stage due to the very large scale of such plans, their long term and conceptual nature, and numerous uncertainties regarding timing of development and specific elements required for development to occur. Sector Plans do enable the City Administration to begin more detailed infrastructure analysis, and to address this infrastructure in operating budgets, capital budgets and capital plans. It is important to acknowledge that the costs for development of new growth sectors are funded in a fiscally sustainable manner, ensuring that growth is paid for by those who benefit from it.

It is possible to provide very general estimates of upfront costs. The Holmwood Sector requires significant upfront investment in infrastructure to begin development. While much of this infrastructure has a funding source (i.e. prepaid service rates, for direct and off-site services), some is unfunded. When infrastructure is partially funded or unfunded, the City Administration works to identify and secure funding sources. Funding sources typically include changes to prepaid service rates, special assessments, developer contributions, and senior government funding. In principle, infrastructure that has a direct benefit to a sector rather than a more general city-wide benefit, such as the CPR overpass in the case of the Holmwood Sector, is to be paid for by that sector.

Key funded and un-funded (i.e. has no funding source) infrastructure projects required to support the development of the sector are described in Table 4.

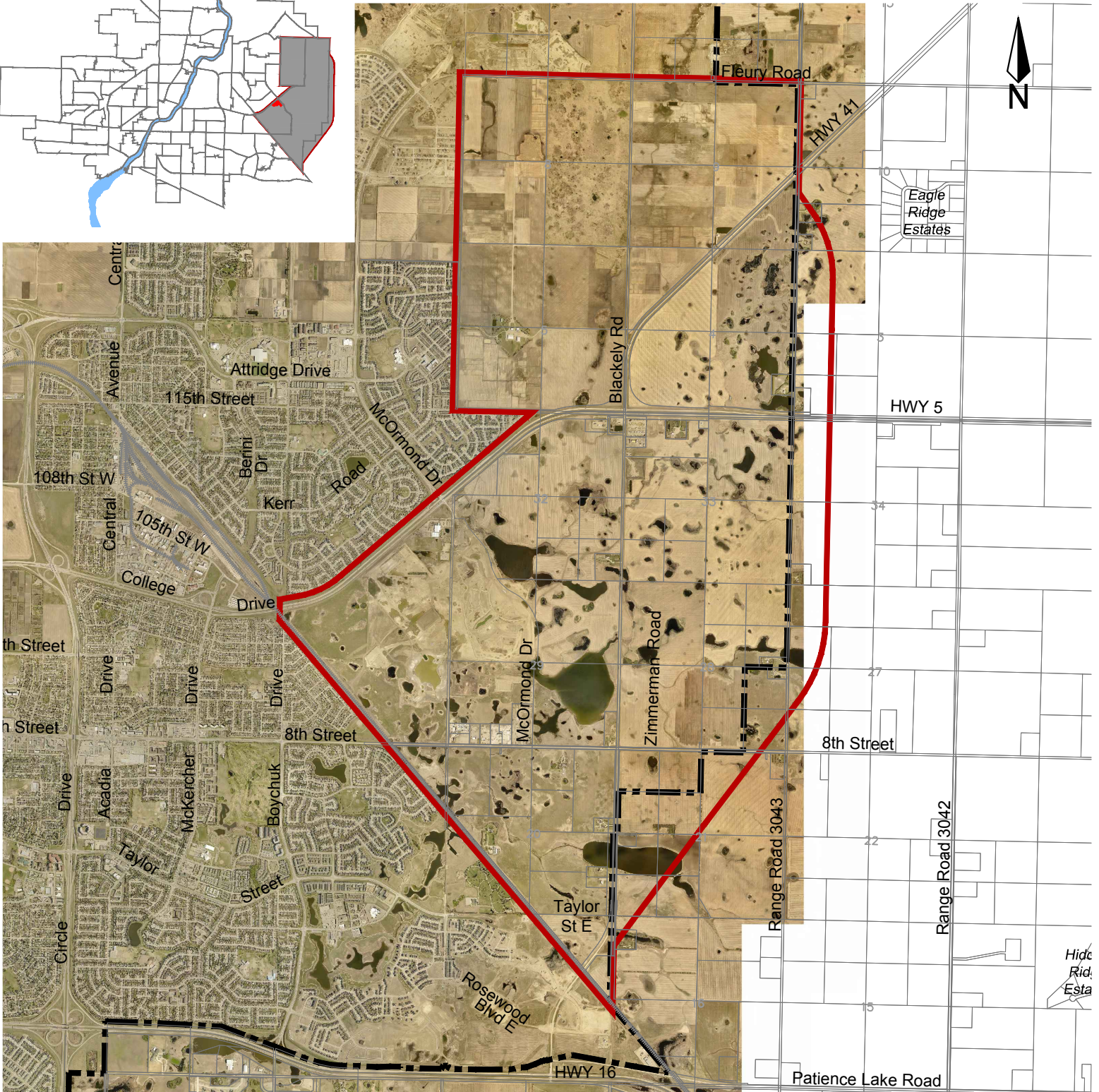
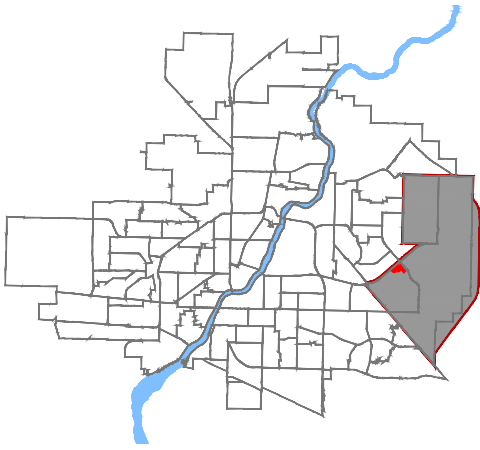
**Table 4: Infrastructure Funding**

Infrastructure Funding		
Infrastructure	Funding	Description
Interchanges (Internal)	Partial - City, developers	College Dr & McOrmond Dr
		College Dr & Zimmerman
Interchanges (Saskatoon Freeway)	Partial - City, Province, others	College Dr & Saskatoon Freeway
		8th St & Saskatoon Freeway
Railway grade-separated crossings	Partial - City, Developers	8th St & CPR
	Unfunded - discussions planned with future developers	Zimmerman Rd & CPR
		Active Transportation crossing over CPR (Donna Birkmaier Park-Neighbourhood 3)
Primary watermains	Funded	
Sanitary & Storm trunk sewers, Stormwater retention pond	Funded	
Arterial roadways	Partial	4 lane standard
Recreational Facilities & Amenities	Partial	Examples include: Libraries, Leisure Centres, Spray Parks, Indoor Rinks, etc
Active Transportation Infrastructure	Unfunded - discussions planned with future developers	Multi-use trail along Arterial Roadways
		AAA Cycling Facility along College Drive
		Multi-use trail under College Drive overpass at CPR tracks
		Multi-use trails over CPR tracks





# Map 1 - Study Area

## Holmwood Sector Plan



2015 Aerial Photography

-  City Limits
-  Sector Boundary

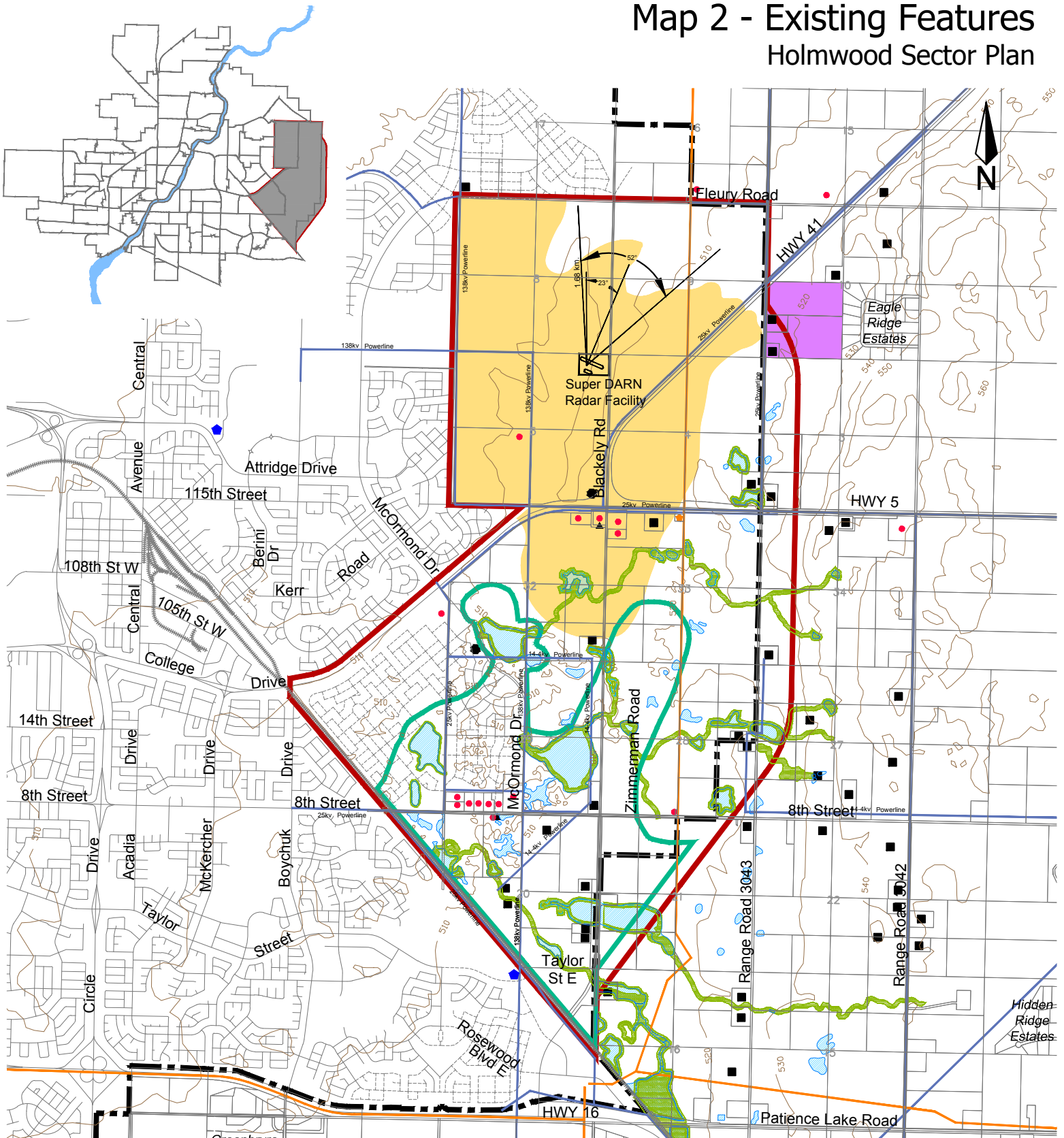


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# Map 2 - Existing Features Holmwood Sector Plan



- |  |  |  |                                |  |                     |
|--|--|--|--------------------------------|--|---------------------|
|  | City Limits  |  | Topographic Contours           |  | Overhead Powerlines |
|  | Sector Boundary                                    |  | Heritage Site                  |  | Power Substation    |
|  | Water Table <2m                                    |  | Residence                      |  | Cellular Tower      |
|  | Natural Areas<br>(Area Requires Additional Review) |  | Previous Homestead             |  | Transmission Line   |
|  | Natural Wetlands                                   |  | Commercial/Industrial/Business |  | Power Substation    |
|  | Class 2 Soils                                      |  |                                |  |                     |

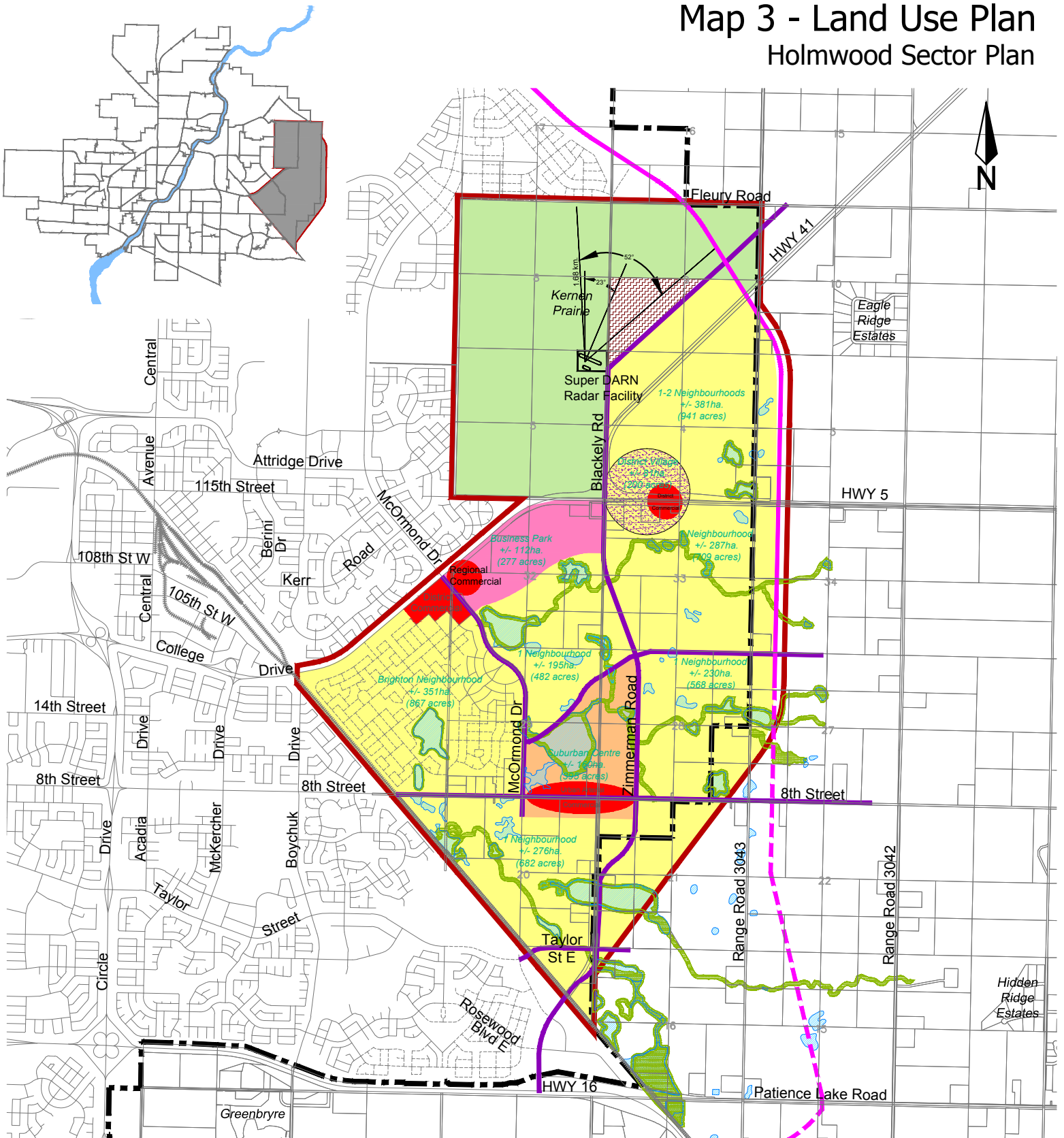


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# Map 3 - Land Use Plan Holmwood Sector Plan

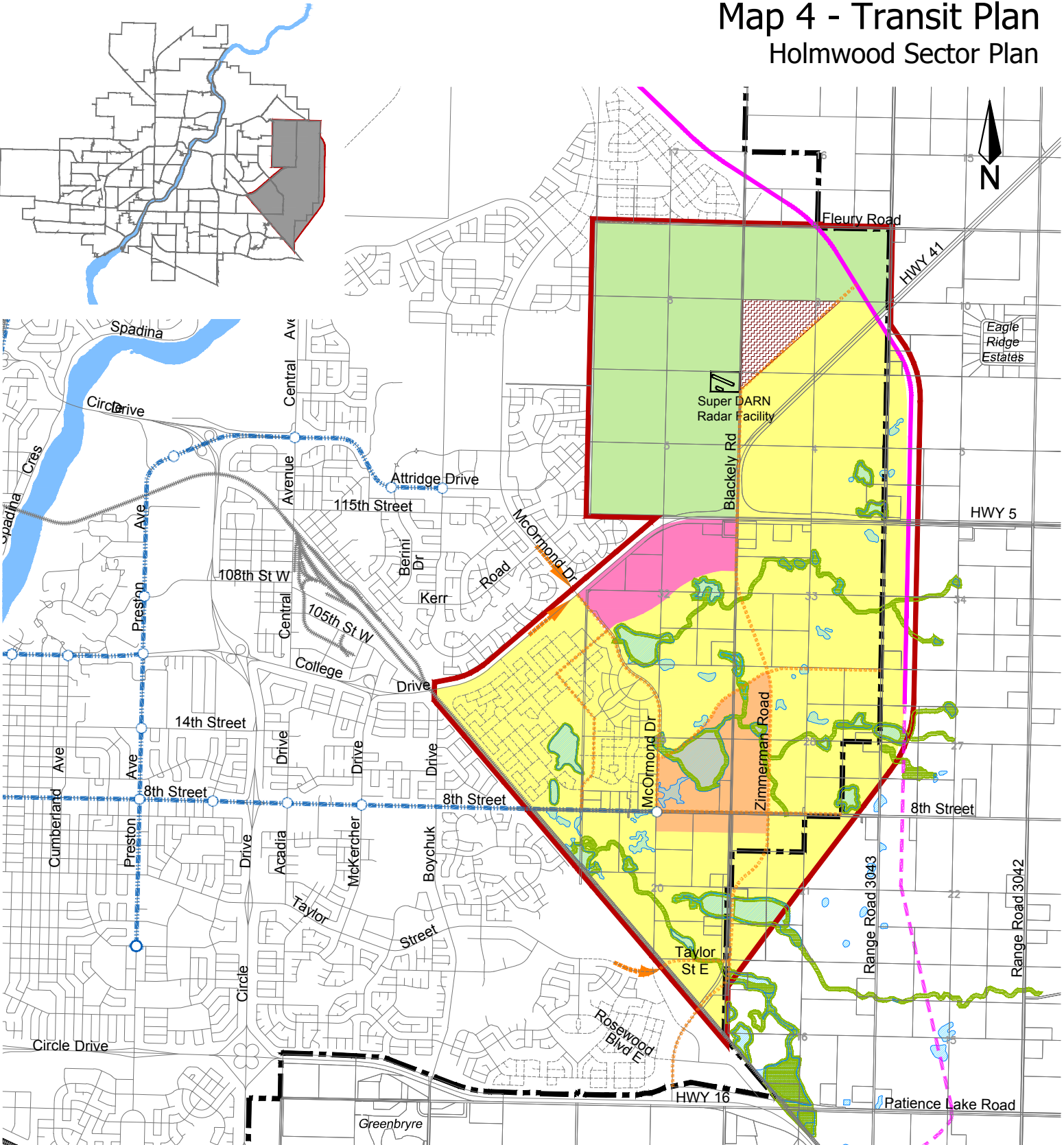


- |  |   |  |  |  |                   |
|--|---|--|--|--|-------------------|
|  | City Limits   |  | Natural Areas<br>(Area Requires Additional Review) |  | Business Park     |
|  | Sector Boundary   |  | Natural Wetlands                                   |  | District Village  |
|  | Saskatoon Freeway   |  | Urban Holding                                      |  | Suburban Centre   |
|  | Saskatoon Freeway<br>(Ministry of Highways Preferred Alignment) |  | Residential  |  | Commercial/Retail |
|  | Arterial Road   |  | U of S Lands                                       |  |                   |



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# Map 4 - Transit Plan Holmwood Sector Plan



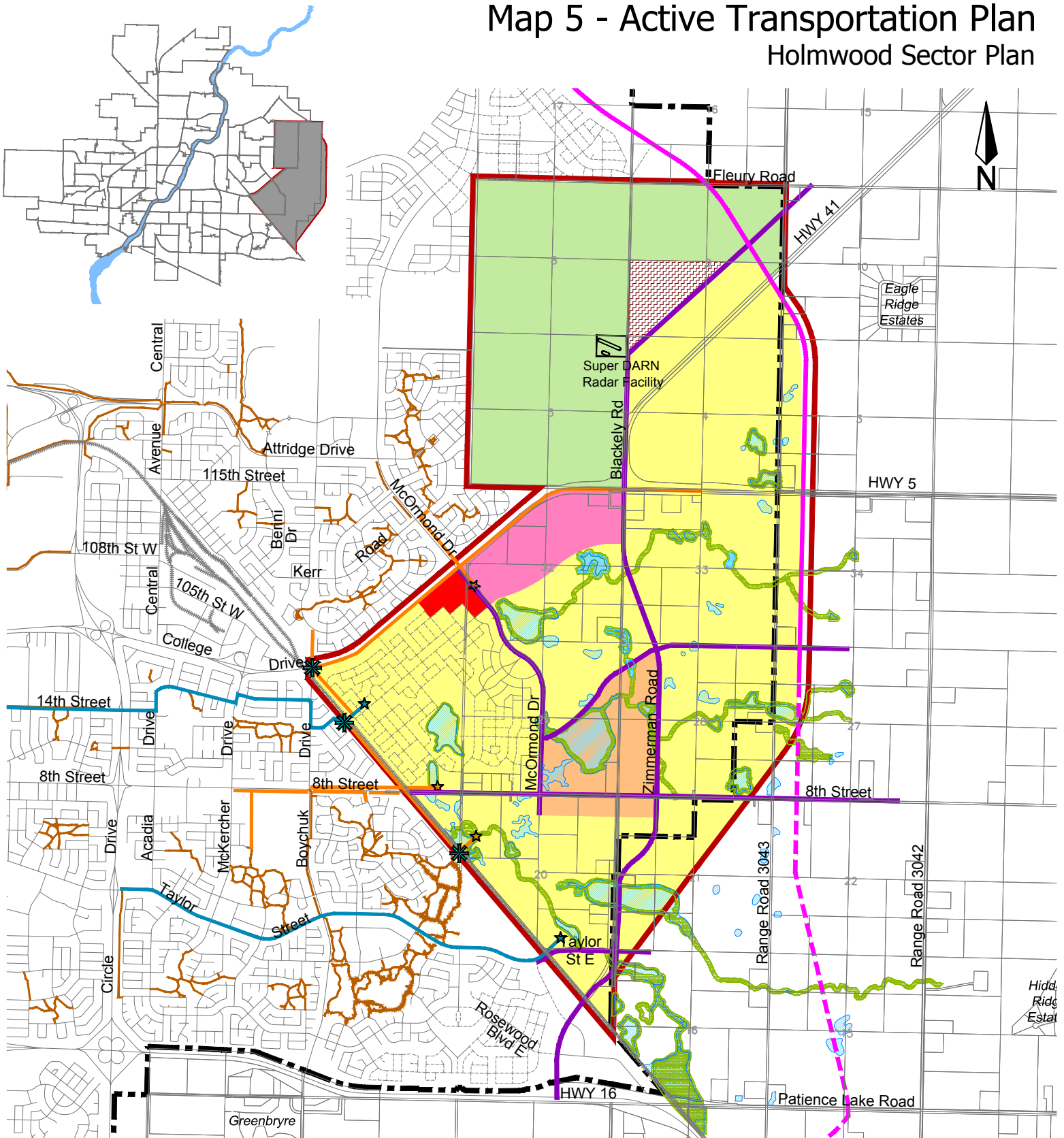
- City Limits
- Sector Boundary
- Saskatoon Freeway
- Saskatoon Freeway (Ministry of Highways Preferred Alignment)
- Possible Transit Route & Linkage
- Rapid Transit Corridor
- Natural Areas (Area Requires Additional Review)
- Natural Wetlands
- Urban Holding
- Residential
- U of S Lands
- Business Park
- Suburban Centre



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# Map 5 - Active Transportation Plan

## Holmwood Sector Plan



- |  |   |  |  |  |                 |
|--|---|--|--|--|-----------------|
|  | City Limits   |  | Proposed Multi-use Trail                           |  | Business Park   |
|  | Sector Boundary   |  | Existing Multi-use Trail                           |  | Suburban Centre |
|  | Saskatoon Freeway   |  | Bicycle Network Linkage                            |  | Residential     |
|  | Saskatoon Freeway<br>(Ministry of Highways Preferred Alignment) |  | Natural Areas<br>(Area Requires Additional Review) |  | U of S Lands    |
|  | Arterial Road   |  | Natural Wetlands                                   |  |                 |
|  | Active Transportation<br>Grade Separated Crossing               |  | Urban Holding                                      |  |                 |

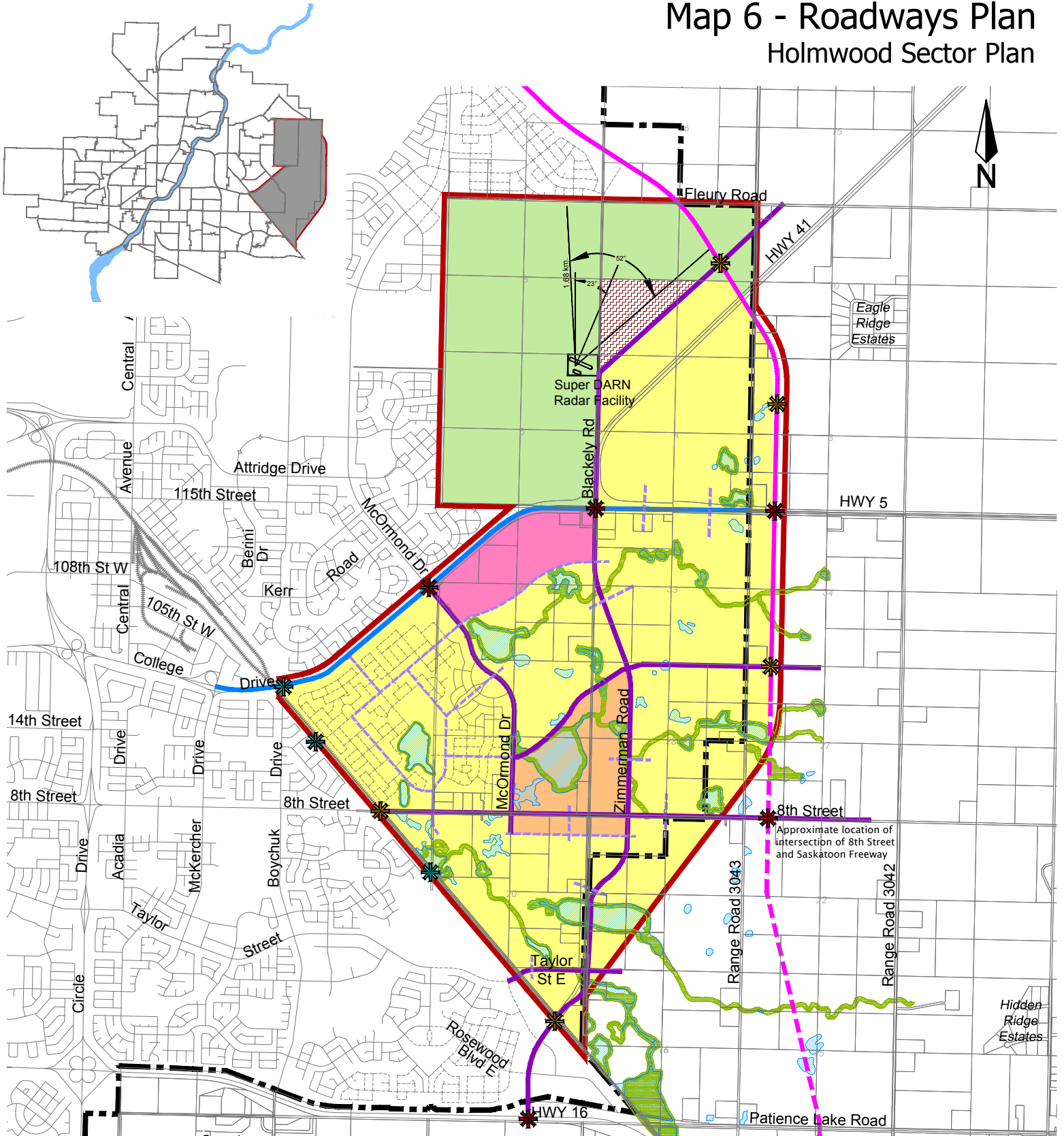



















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# Map 6 - Roadways Plan Holmwood Sector Plan



- |   |   |  |
|---|---|--|
|  City Limits  |  Future Interchange                              |  Business Park               |
|  Sector Boundary  |  Grade Separation                                |  Suburban Centre             |
|  Saskatoon Freeway  |  Active Transportation Grade Separated Crossing  |  Residential                 |
|  Saskatoon Freeway (Ministry of Highways Preferred Alignment) |  Natural Areas (Area Requires Additional Review) |  U of S Lands (Agricultural) |
|  Arterial Road  |  Natural Wetlands                                |  |
|  Urban Expressway (College Drive)                             |  Urban Holding                                   |  |
|  Collector Road   |   |  |



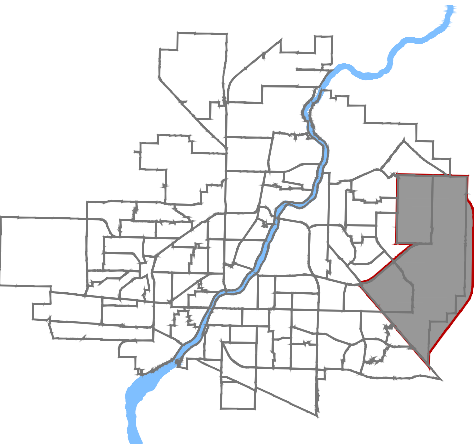
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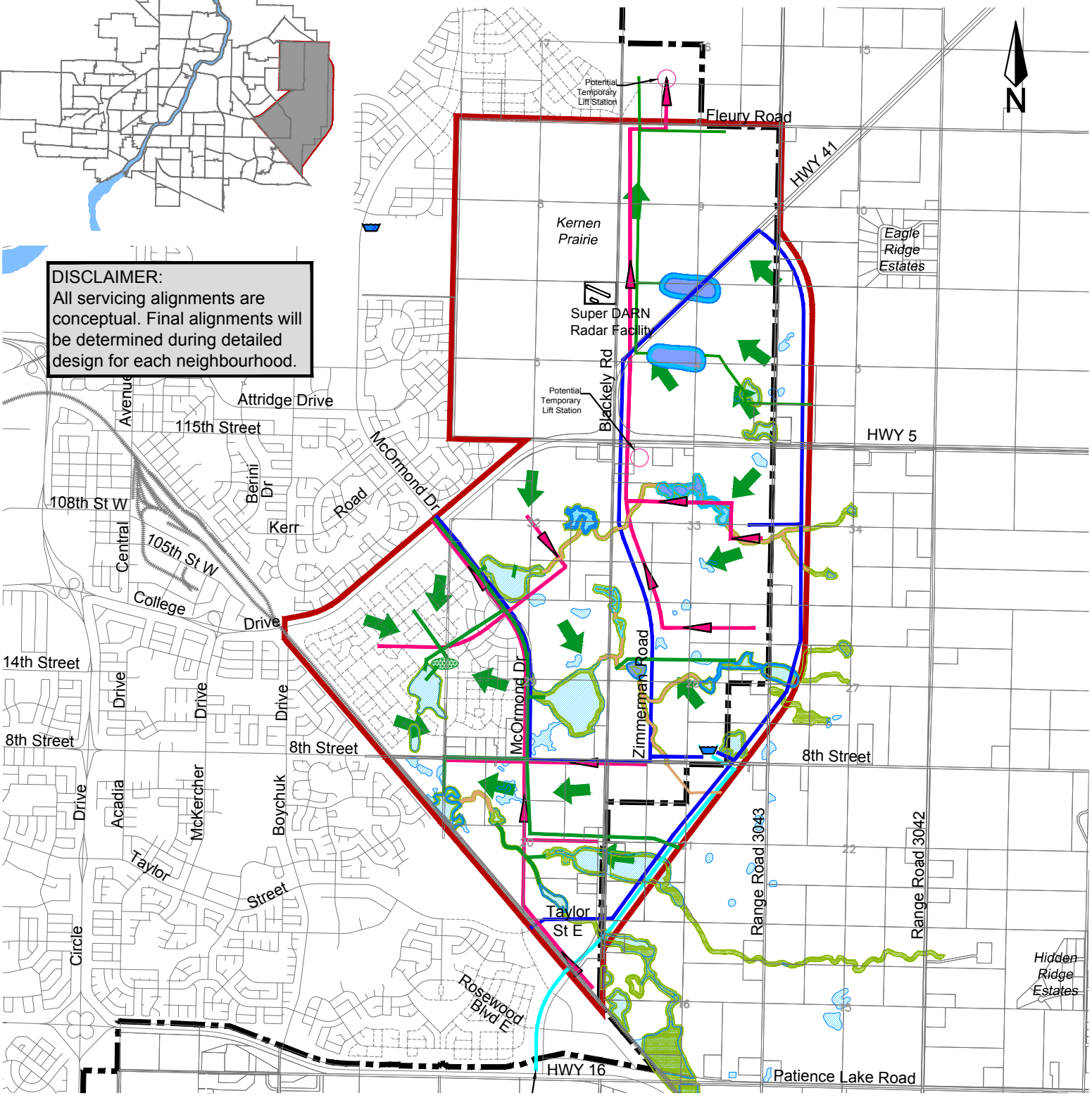
August 9, 2017

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# Map 7 - Servicing Plan Holmwood Sector Plan



**DISCLAIMER:**  
All servicing alignments are conceptual. Final alignments will be determined during detailed design for each neighbourhood.

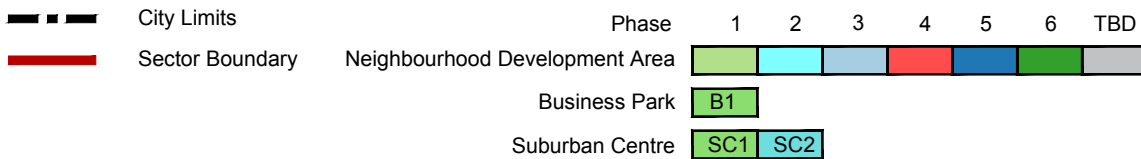
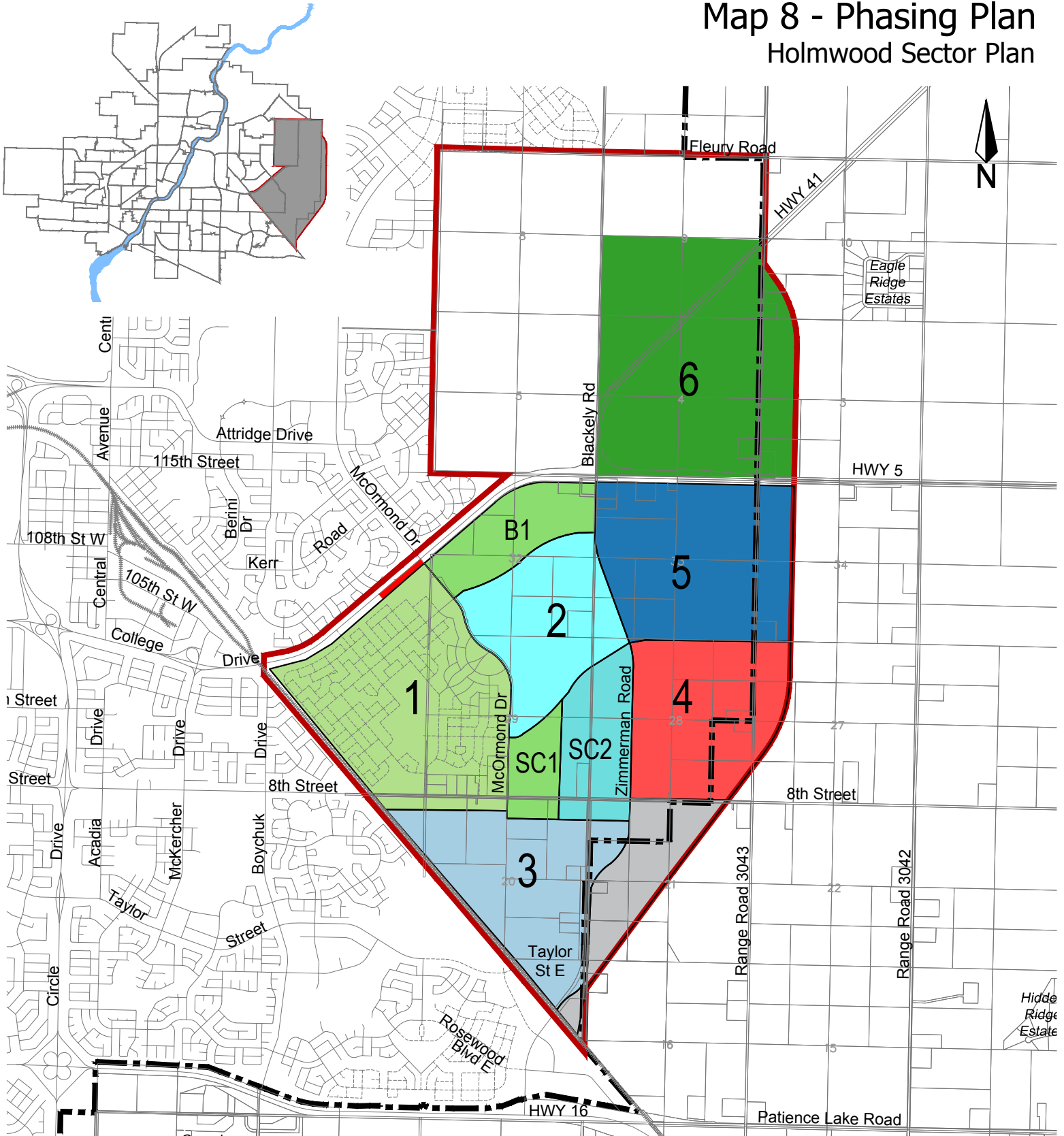


- |  |  |  |                   |  |                 |
|--|--|--|-------------------|--|-----------------|
|  | City Limits  |  | Stormwater Trunk  |  | Fill Main       |
|  | Sector Boundary                                    |  | Stormwater Trunk  |  | Watermain       |
|  | Natural Areas<br>(Area Requires Additional Review) |  | Ditch             |  | Water Reservoir |
|  | Natural Wetlands                                   |  | Forebay           |  | Gravity Trunk   |
|  |  |  | Stormwater Pond   |  | Lift Station    |
|  |  |  | Direction of Flow |  |                 |



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# Map 8 - Phasing Plan Holmwood Sector Plan



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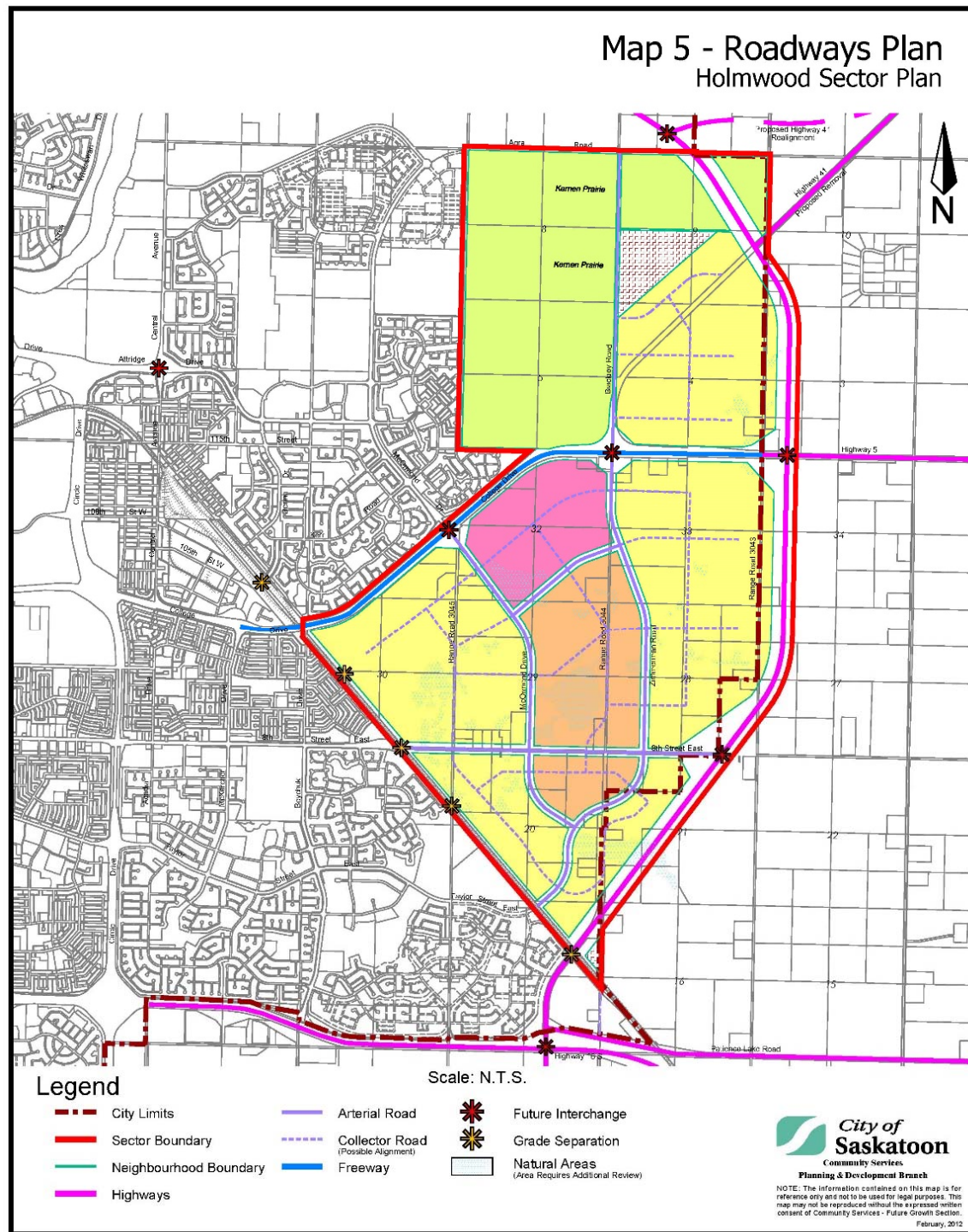






ROADWAY AMENDMENTS

Former



File No: 4110 - 12 - 5

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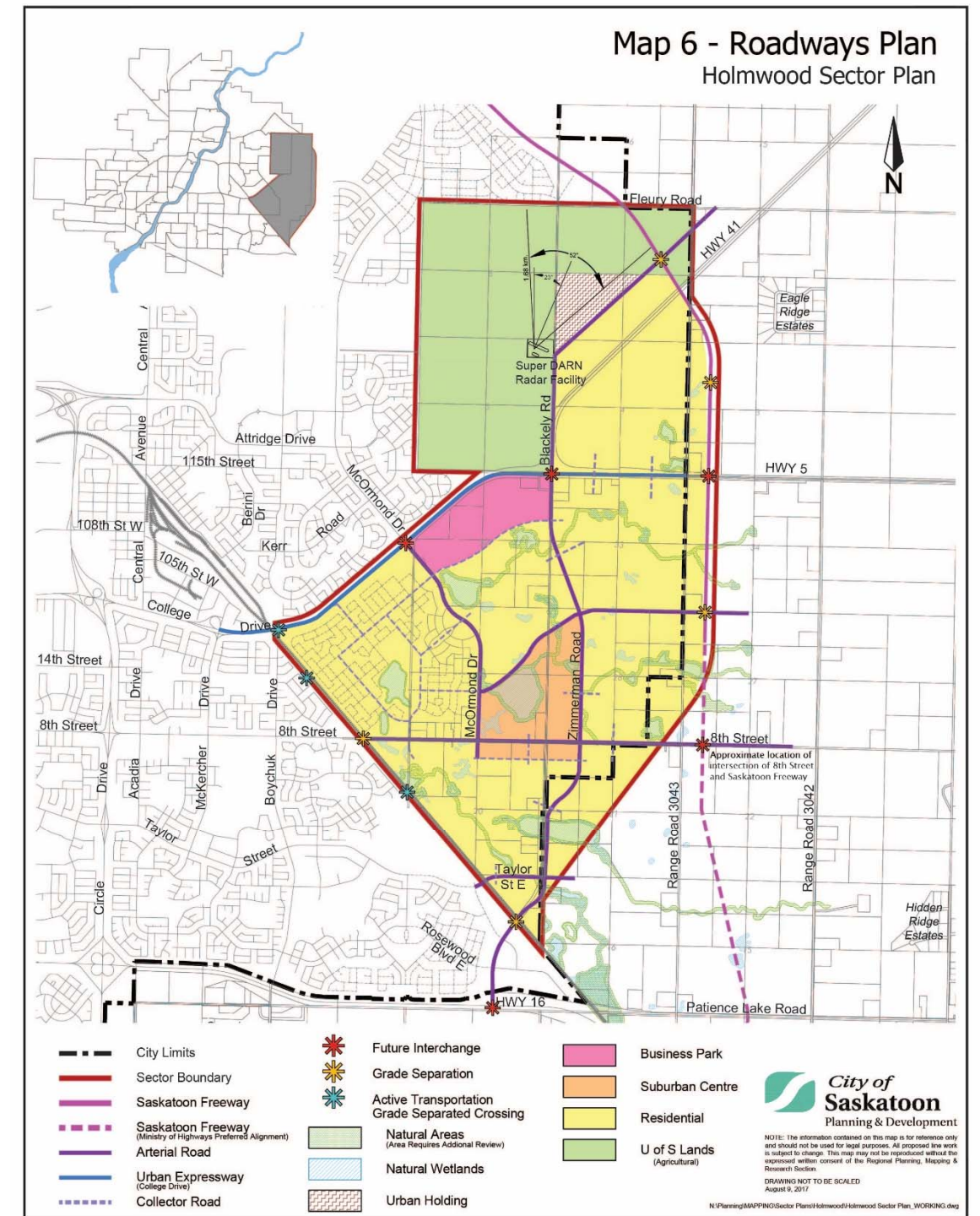
Road Realignments

In the approved Holmwood Sector Plan the Saskatoon Freeway was to form the eastern boundary of the Sector and connect to Highway 16 in the southeast corner of the Rosewood neighbourhood. McOrmond Drive formed the western boundary of the Suburban Centre and terminated at Zimmerman Road south of 8<sup>th</sup> Street. Zimmerman Road formed the eastern boundary of the Suburban Centre and connected to Taylor Street East in the Rosewood neighbourhood.

Due to the proposed change in the alignment of Saskatoon Freeway, realignments of these three roadways are necessary. The proposed alignments are as follows.

- Zimmerman Road south of 8<sup>th</sup> Street East has been realigned to pick up the previous alignment of the Saskatoon Freeway, terminating at Highway 16 in the southeast corner of the Rosewood neighbourhood rather than connecting to Taylor Street East.
- McOrmond Drive south of 8<sup>th</sup> Street East has been realigned so that it terminates at the southern edge of the Suburban Centre rather than diverting eastward and terminating at Zimmerman Road. The southern portion of McOrmond Drive now joins the neighbourhood roadway system south of 8<sup>th</sup> Street East.
- Taylor Street East within the Sector has been realigned so that it continues eastward (intersecting with Zimmerman Road) before extending beyond the Sector boundary and joining the rural road network, rather than diverting northward.

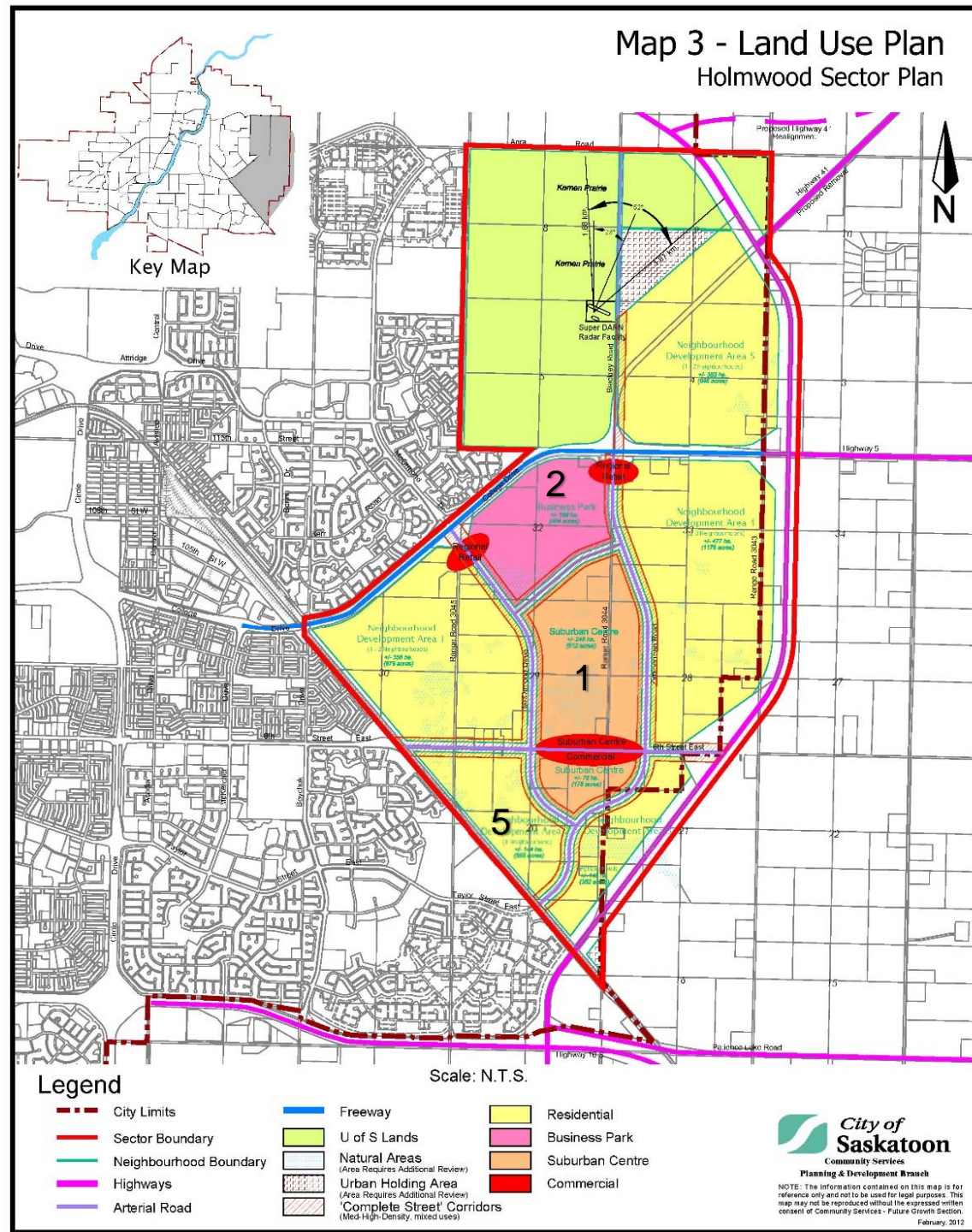
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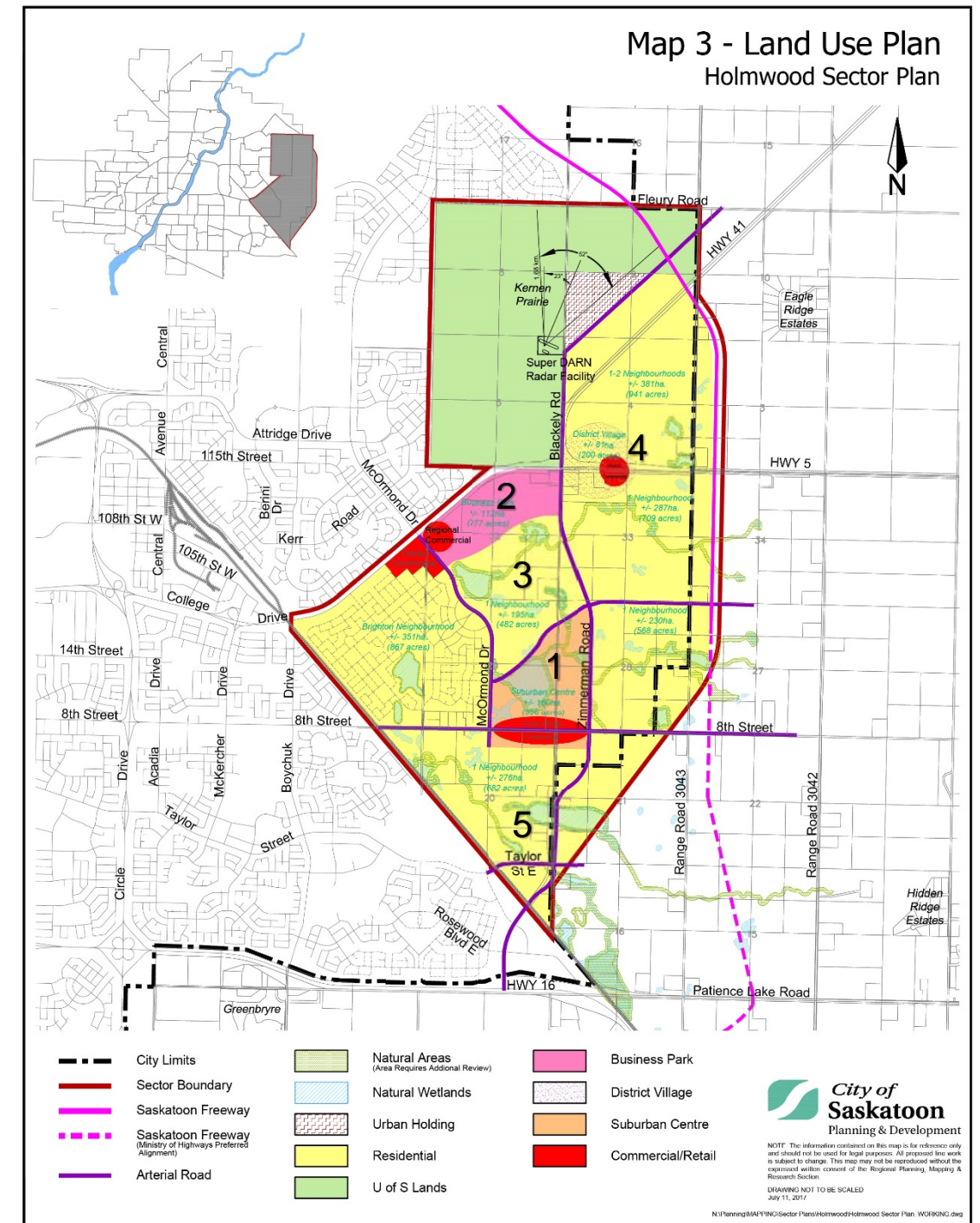
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In the approved Holmwood Sector Plan the land uses within the Suburban Centre and Business Park areas were not well defined. The following amendments refine these areas to better reflect the intent of the area and ensure the area achieves the vision laid out in the approved Holmwood Sector Plan.

1. Suburban Centre
  - a. Reduced from 245.9ha (607.6ac) to 132.4ha (327.2ac).
2. Business Park
  - a. Reduced from 167.4ha (413.7ac) to 112ha (276.8ac).
3. Additional Neighbourhood Development Area consisting of 170.0ac (420.1ac).
4. District Village
  - a. New 81ha (200.2ac) District Village area.
  - b. 11ha of District Commercial integrated with medium and high density residential uses.
  - c. Located adjacent to College Drive east of Zimmerman Road.
5. Neighbourhood Reconfiguration
  - a. Neighbourhoods south of 8<sup>th</sup> Street East
    - i. Neighbourhood 3 (formerly Neighbourhood 2) reconfigured and size increased from 144ha (355ac) to 276ha (682ac).

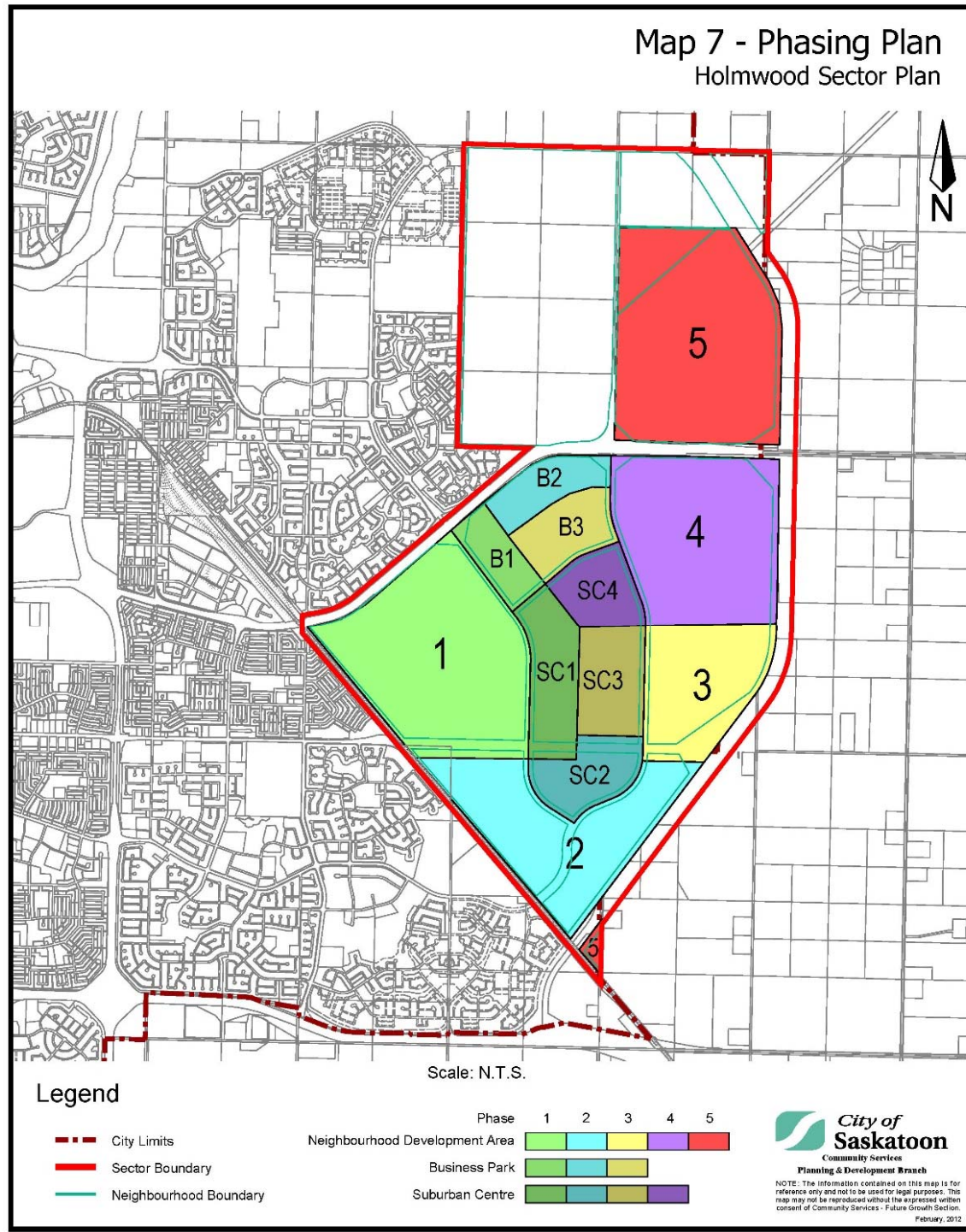
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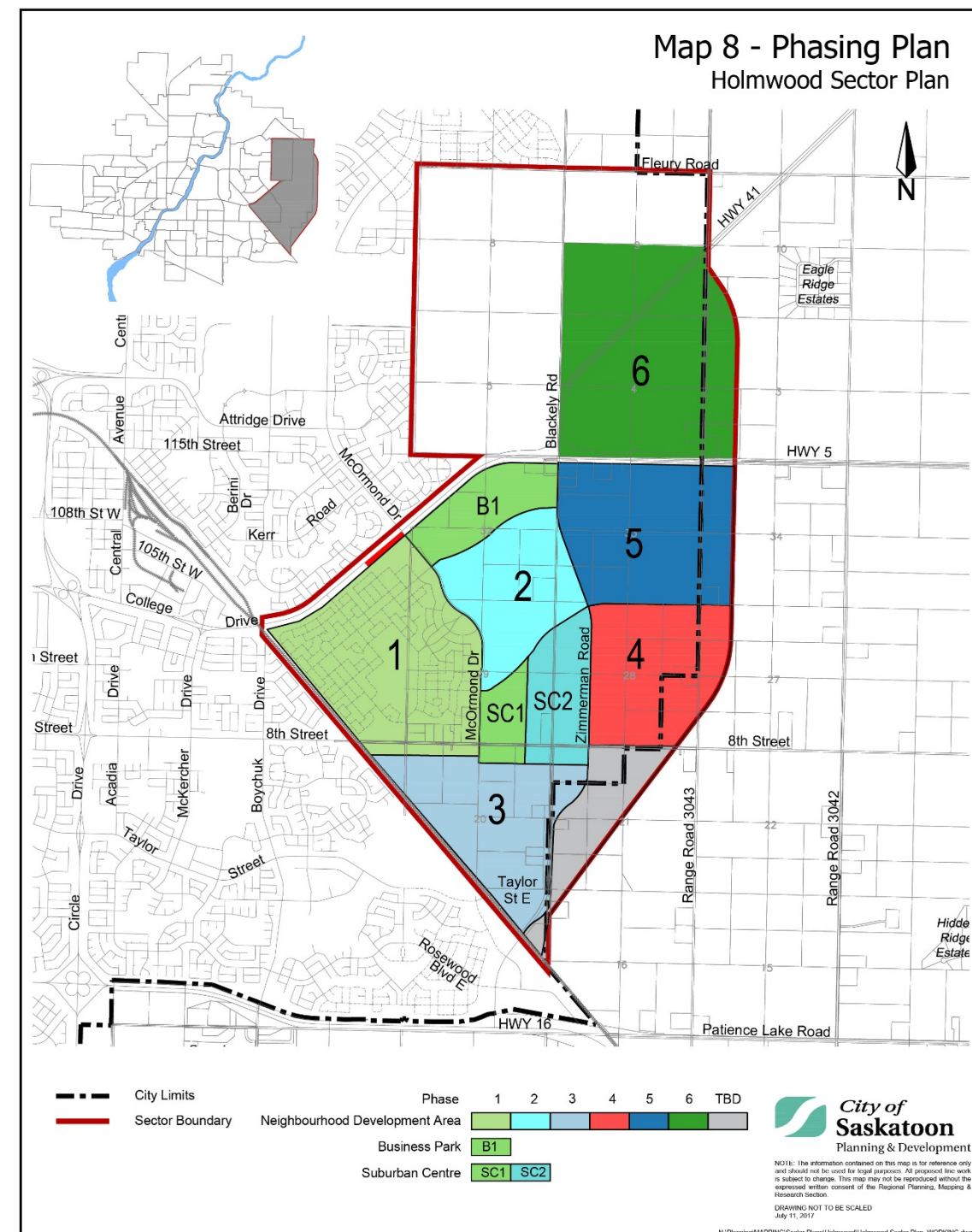
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N:\Planning\MAPPING\Sector Plans\Holmwood\EAST SECTOR



File No: 4110 - 12 - 5

As per Section 16 of the Holmwood Sector Plan, phasing has been updated to include the additional neighbourhood development area.

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## **Innovative Housing Incentives – Stewart Property Holdings Ltd. - 131 and 133 Avenue O South**

### **Recommendation**

That the Standing Policy Committee on Planning, Development and Community Services recommend to City Council:

1. That funding of 10% of the total capital cost of the construction of ten affordable rental units at 131 and 133 Avenue O South by Stewart Property Holdings Ltd., be approved to a maximum of \$100,000, subject to approval of this project under the provincial Rental Development Program;
2. That a five-year abatement of the incremental property taxes for the ten affordable rental units be applied, commencing the next taxation year, following the completion of construction; and
3. That the City Solicitor be requested to prepare the necessary incentive and tax abatement agreements, and that His Worship the Mayor and the City Clerk be authorized to execute these agreements under the Corporate Seal.

### **Topic and Purpose**

The purpose of this report is to recommend that financial incentives be provided to Stewart Property Holdings Ltd. for the construction of affordable rental housing.

### **Report Highlights**

1. Stewart Property Holdings Ltd. (Stewart Properties) is building a ten-unit affordable rental project for expectant women with health-related concerns.
2. Through a formal partnership, the project includes supports to keep tenants housed.
3. This project qualifies for financial incentives from the City of Saskatoon (City), including a capital grant and five-year incremental tax abatement.
4. Stewart Properties is working to secure financial assistance.

### **Strategic Goal**

This report supports the City's Strategic Goal of Quality of Life by increasing the supply and range of affordable housing options.

### **Background**

At its March 27, 2017 meeting, City Council allocated \$370,000 within the Affordable Housing Reserve to be used for capital grants to support the creation of affordable rental units in 2018.

At its August 14, 2017 meeting, the Standing Policy Committee on Planning, Development and Community Services approved funding of \$88,375 toward two

affordable rental housing projects, leaving \$281,625 available for further capital grants in 2018.

## **Report**

### Stewart Property Holdings Ltd. Proposal

On December 31, 2016, the Planning and Development Division received an application from Stewart Properties for financial assistance to develop a ten-unit boarding house. The project will be constructed at 131 and 133 Avenue O South, in the Pleasant Hill neighbourhood (see Attachments 1 and 2).

Combined, the two sites measure 10,890 square feet and can accommodate the large bungalow-style home that has been proposed. The proposal has gained discretionary use approval to be utilized as a boarding house. The plans show a total of six off-street parking stalls, including two in the garage and one accessible stall, which exceeds the parking requirements of Zoning Bylaw No. 8770. All ten-units will be barrier-free, with a lift for wheelchair accessibility. The home will include a number of energy saving features, including an insulated concrete form foundation, low-flow water fixtures, light-emitting diode lighting, and a high-efficiency furnace.

### Project is Located in Proximity to Supports

The site was identified because of its proximity to a variety of supports for tenants. Stewart Properties has entered into a formal partnership with a non-profit service provider to ensure tenants have the supports they need to stay healthy and housed.

### Financial Assistance for the Affordable Rental Units

The ten affordable rental units will qualify for capital funding from the City under Innovative Housing Incentives Policy No. C09-002 (Policy). The application for financial assistance from Stewart Properties has been evaluated by the Neighbourhood Planning Section using the Capital Grant Project Evaluation Matrix. It achieved the maximum ten points, which equates to a capital grant of 10% of the total project cost. A copy of the evaluation has been provided in Attachment 3.

A 10% capital grant is estimated to be \$120,096; however, the Policy limits the amount of capital grants to \$10,000 per unit. Therefore, the maximum grant that can be approved for this ten-unit project is \$100,000.

The project also qualifies for a five-year incremental property tax abatement under the provisions of the Policy. The Taxation and Assessment Administration Section estimates the value of the incremental property tax abatement to be \$6,896.14 per year or \$34,480.70 over the five-year period.

### Funding Commitments from Other Sources

Stewart Properties has received \$15,000 funding from the Canadian Mortgage and Housing Corporation, \$120,000 from the St. Paul's Hospital Foundation, and is currently working with the Saskatchewan Housing Corporation to secure funding of \$786,225 under the Rental Development Program. Stewart Properties has provided the land for



the project, with an estimated value of \$50,000, and has been conditionally approved for a mortgage of \$138,352 with Affinity Credit Union to cover the balance.

### **Options to the Recommendation**

City Council could choose to not provide financial incentives for this project. Choosing this option would represent a departure from the Policy.

### **Financial Implications**

The funding source for the \$100,000 capital grant is the Affordable Housing Reserve. A total of \$281,625 is remaining for capital grants in 2018. If this project is approved, an allocation of \$181,625 would remain available to support the remaining target of 11 additional affordable rental projects in 2018. Approving the proposed incremental property tax abatement would result in foregone revenue of approximately \$19,092 (municipal portion) over the five-year period.

### **Public and/or Stakeholder Involvement**

A public information meeting was held on February 15, 2017, to provide information about this project to the surrounding neighbours. All residents within 75 metres of the project were invited, along with the community association and Ward Councillor. A total of 18 individuals attended, and representatives from the City and Stewart Properties were available to answer questions and hear concerns.

Concerns were raised regarding the form of development, and the massing of the building impacting the character of the neighbourhood. The Administration noted the development is in a bungalow style and will complement the built character of the neighbourhood. The Administration feels these concerns have been adequately addressed.

### **Communication Plan**

Stewart Properties will plan an official ground-breaking ceremony in conjunction with all funding partners when construction is ready to proceed. The City's contribution to this project will be acknowledged at that time.

### **Other Considerations/Implications**

There are no policy, environmental, privacy, or CPTED implications or considerations.

### **Due Date for Follow-up and/or Project Completion**

This project is scheduled to be complete and ready for occupancy by January 2018.

### **Public Notice**

Public notice, pursuant to Section 3 of Public Notice Policy No. C01-021, is not required.

### **Attachments**

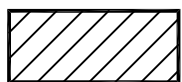
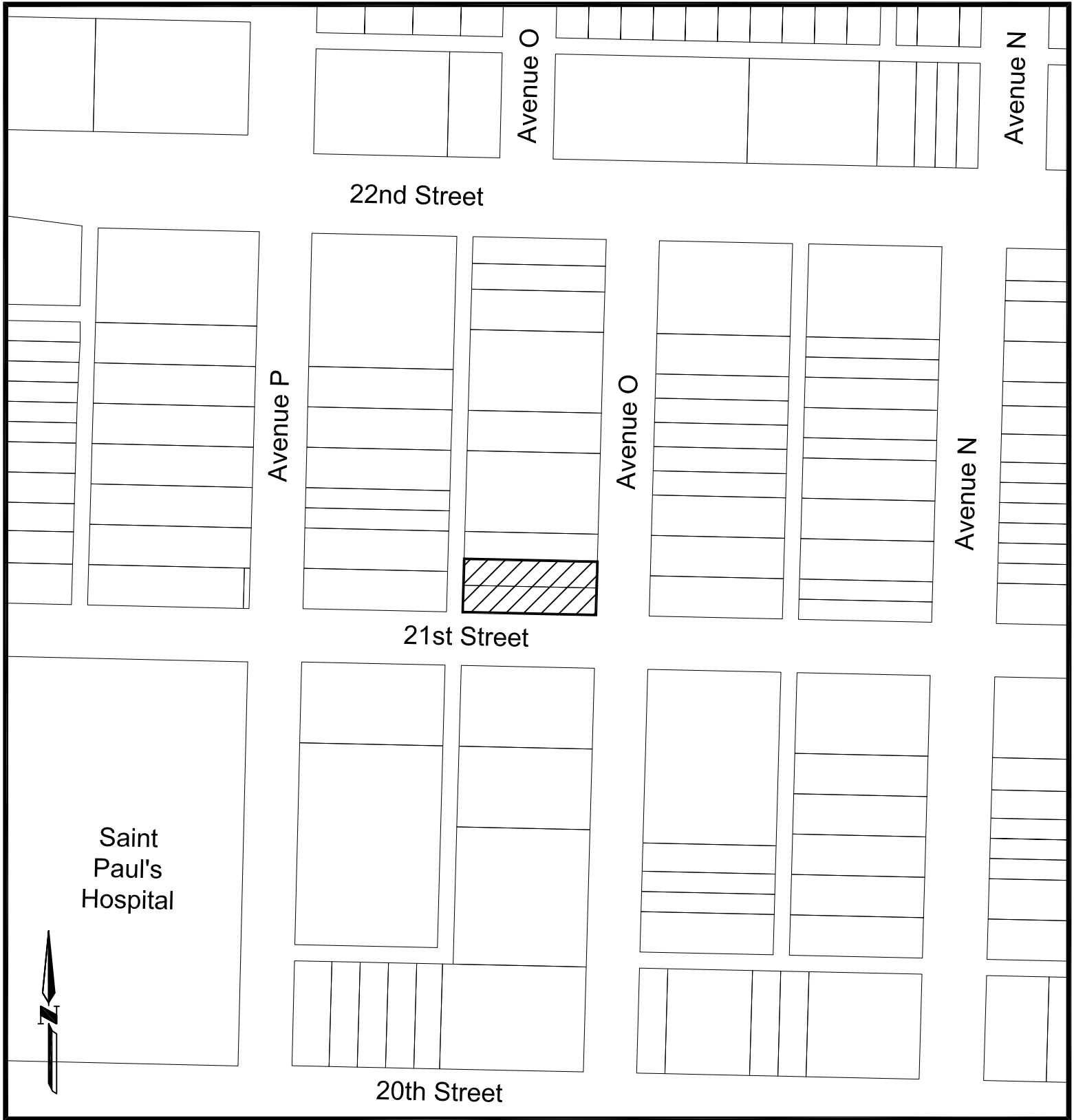
1. Site Location of Project within the Pleasant Hill Neighbourhood
2. Rendering of Proposed Development
3. Point System, Project Evaluation

**Report Approval**

Written by: Michele Garcea, Planner, Planning and Development  
Reviewed by: Lesley Anderson, Director of Planning and Development  
Approved by: Randy Grauer, General Manager, Community Services Department

S/Reports/2017/PD/PDCS – Innovative Housing Incentives – Stewart Property Holdings Ltd. – 131 and 133 Avenue O South/ks

Site Location of Project within the Pleasant Hill Neighbourhood



Project Location

## ATTACHMENT 2

### Rendering of Proposed Development (131 and 133 Avenue O South)



**Point System, Project Evaluation**  
**Innovative Housing Incentive Program – Capital Grant Project Evaluation Matrix**

A points system has been developed to achieve various targets within the Housing Business Plan 2013-2022 (Housing Business Plan). The Innovative Housing Incentive Program is the City of Saskatoon's (City) main incentive program for affordable and special-needs housing. The program offers a capital grant of up to 10% of the total capital cost of affordable housing projects. Housing created under this incentive must be provided to households with incomes below the Saskatchewan Household Income Maximums (SHIMs) described in Appendix 2 of the Housing Business Plan.

The program offers a base level of municipal support equal to 3% of the total capital costs. The capital grant can be increased to a maximum of up to 10% of the total capital cost of affordable housing projects. Grants are calculated on a points system matrix, with extra points assigned for each housing priority addressed within the City's Housing Business Plan.

Below is the point evaluation score for the project located at 131 and 133 Avenue O South and the corresponding capital grant percent.

<b>Proponent</b>	<b>Project Location</b>	<b>Date Application Received</b>	<b>Date Application Evaluated</b>
Stewart Property Holdings Ltd.	131 and 133 Avenue O South	December 31, 2016	July 11, 2017
<b>Housing Business Plan Priority</b>	<b>Criteria</b>	<b>Possible Points %</b>	<b>Points Earned</b>
Base Grant	Projects must serve households below provincial SHIMs.	3	3
Leveraging Funding from Senior Levels of Government	Secured funding from federal or provincial government under an eligible grant program.	2	2
Significant Private Partnership	There is a significant donation (at least 10% in-kind or donation) from a private donor, faith group, or service club.	1	1
Accessible Housing	At least 5% of units meet barrier-free standards.	1	1
Neighbourhood Revitalization	Project improves neighbourhood by:		
	a) renovating or removing rundown buildings; and/or b) developing a vacant or brownfield site.	1 1	1 1
Mixed-Tenure Development	Project has a mix of affordable/market units or a mix of rental/ownership.	1	0
Safe and Secure Housing	Landlord is committed to:		
	a) obtaining Crime-Free Multi-Housing certification for the project, and/or b) incorporating CPTED principles into design.	1 1	1 1



Housing Business Plan Priority	Criteria	Possible Points %	Points Earned
Supportive Housing	The proposal includes ongoing supports for residents for assistance in staying housed, such as drug and alcohol free, cultural supports, elements of Housing First.	1	1
Meets Specific Identified Housing Need	Project meets an identified housing need from a recent study, such as: a) homelessness; b) large family housing (three bedrooms or more); c) accommodation for students; and d) Aboriginal housing.	2	2
Innovative Housing	Project uses innovative design, construction technique, materials, or energy-saving features.	1	1
Innovative Tenure	Innovative Housing tenures, such as Rent to Own, Life Lease, Land Trust, Sweat Equity, Co-op Housing, or Co-Housing.	1	0
<b>Notes:</b>			<b>Total Points and Capital Grant Percent Earned</b> <b>10 Points = 10% Capital Grant</b>

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## 2016 Annual Report - Saskatoon Housing Initiatives Partnership

### Recommendation

That the information be received.

### Topic and Purpose

The purpose of this report is to provide an update on the activities of the Saskatoon Housing Initiatives Partnership in 2016.

### Report Highlights

1. The work of the Saskatoon Housing Initiatives Partnership (SHIP) is a vital component of the City of Saskatoon's (City) Housing Business Plan 2013 - 2022.
2. SHIP provided business planning services to four housing providers in 2016.
3. SHIP is now focusing on implementing Saskatoon's Homelessness Action Plan.
4. SHIP administers the federal government's Homelessness Partnering Strategy.

### Strategic Goal

This report supports the City's Strategic Goal of Quality of Life by increasing the supply and range of affordable housing options.

### Background

SHIP was created in 1999 with a focus to provide community-based services to help affordable housing providers develop business plans and write proposals for affordable housing projects.

At its March 21, 2011 meeting, City Council approved a service agreement with SHIP for a five-year term, providing annual funding of \$100,000 to enable SHIP to facilitate the creation of at least 100 affordable housing units every year in Saskatoon. City Council extended this agreement by six months to April 30, 2017. The agreement requires SHIP to provide the City with an annual report on its activities and the projects for which it has provided business planning services.

At its August 15, 2016 meeting, the Standing Policy Committee on Planning, Development and Community Services received SHIP's 2015 annual report, which included plans to transition SHIP's focus away from business planning for affordable housing and move toward the implementation of Saskatoon's Homelessness Action Plan (Action Plan) starting in 2016.

At its February 27, 2017 meeting, City Council approved a new service agreement with SHIP for a five-year term beginning May 1, 2017, to implement the Action Plan.

## Report

### SHIP's Work is a Vital Component of the City's Housing Business Plan 2013 - 2022

SHIP is a community-based organization with the mandate of providing business planning services for affordable housing projects and addressing homelessness in Saskatoon. The work of SHIP has been vital to achieving the City's housing targets and to ensuring that supports are in place so the homeless can have access to housing.

### SHIP Provided Business Planning Services to Four Housing Providers

In 2016, SHIP assisted four local housing providers in moving forward with proposals that should result in the creation of 47 new affordable rental units in Saskatoon. The housing providers include OUTSaskatoon, Stewart Property Holdings, Quint Development Corporation, and Hope Restored Canada. The largest of these projects is already under construction. The details of SHIP's contribution to these 47 affordable housing units is found in SHIP's 2016 Annual Report (see Attachment 1).

### SHIP is Implementing Saskatoon's Homelessness Action Plan

As a result of changing priorities in the community, SHIP focused less on business planning in 2016 so that more resources could be directed toward creating a coordinated response to homelessness. SHIP played the lead role in the development of the Action Plan, which was released at SHIP's Innovative Solutions to Housing and Homelessness Conference on November 22, 2016. Implementation of the Action Plan officially began in early 2017.

The Action Plan includes a business planning component, enabling SHIP to continue assisting housing providers in developing their projects with a new target of 35 units per year. Other priorities in the Action Plan include: system coordination, strengthening housing placement and support programs, and prevention of homelessness.

### SHIP Administers the Federal Government's Homelessness Partnering Strategy

The Annual Report also includes information regarding funding that SHIP has disbursed in its role as the Community Entity for the federal government's Homelessness Partnering Strategy funding. A large amount of this funding supports Housing First and Rapid Rehousing programs, which have housed 330 people.

## **Public and/or Stakeholder Involvement**

No public consultation or stakeholder involvement is required.

## **Financial Implications**

The service agreement between SHIP and the City includes an annual payment to SHIP of \$100,000 which is funded from the Affordable Housing Reserve.

## **Other Considerations/Implications**

There are no options, policy, environmental, privacy, or CPTED implications or considerations; a communication plan is not required at this time.

**Due Date for Follow-up and/or Project Completion**

Under the terms of the service agreements between the City and SHIP, an annual report is required each year. An annual report on SHIP’s activities in 2017 will be presented to the Standing Policy Committee on Planning Development and Community Services in August 2018.

**Public Notice**

Public notice, pursuant to Section 3 of Public Notice Policy No. C01-021, is not required.

**Attachment**

1. SHIP’s 2016 Annual Report: Partnering to Develop Solutions to Affordable Housing and Homelessness in Saskatoon.

**Report Approval**

Written by: Daryl Sexsmith, Housing Analyst, Planning and Development  
Reviewed by: Lesley Anderson, Director of Planning and Development  
Approved by: Randy Grauer, General Manager, Community Services Department

S/Reports/2017/PD/PDCS – 2016 Annual Report – Saskatoon Housing Initiatives Partnership/gs



SASKATOON  
HOUSING  
INITIATIVES  
PARTNERSHIP

# 2016

## ANNUAL REPORT



**PARTNERING TO DEVELOP SOLUTIONS TO  
AFFORDABLE HOUSING AND HOMELESSNESS IN SASKATOON**



*SHIP is a community based organization focusing on affordable housing and homelessness. We work to increase the amount of appropriate and affordable housing options and homeless services available in Saskatoon.*

*The economic, social and personal well-being of the residents of this great city is our main concern. We believe that a wide range of housing options creates a safe, healthy and prosperous community.*

*When people can access the right housing at the right time, it opens doors to help create a healthy and happy life. Our vision is that Saskatoon has affordable and appropriate housing options for all citizens.*

*We have ambitious plans for the future and are committed to helping even more people across Saskatoon.*

*We know we won't end the housing affordability crisis and homelessness overnight or on our own. By studying the needs for housing and services, investing in solutions, facilitating discussions and collaborating with partners locally, provincially and nationally, we are working together to ensure housing for everyone in Saskatoon.*





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# WHO WE ARE

SHIP is helping create solutions to housing and homelessness in Saskatoon through project development assistance, community engagement, partnership development, and investing in projects that address homelessness.

Working across the entire affordable housing continuum, SHIP offers a unique service to affordable housing developers in Saskatoon. Our organization brings together expertise and experience from a diverse group of individuals involved with affordable housing and homelessness in Saskatoon. SHIP's Board, committees and staff bring a wealth of knowledge to the organization.

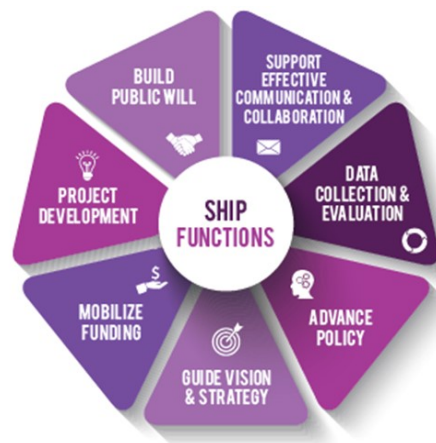
SHIP's housing project development team works with clients to create a customized business plan to help bring their project to fruition. This includes reviews of zoning and building requirements and exploring development options. By performing financial feasibility assessments and establishing timelines and goals, SHIP helps mitigate risks often encountered during the project development phase.

Our project development expertise also provides a strong knowledge base for the investments we manage (\$1 Million per year) for initiatives that address homelessness in our city. By working together with our community partners, SHIP is helping build communities, revitalize neighborhoods and address homelessness.

The past year saw the release of the **Saskatoon Homelessness Action Plan**. This Plan was developed to provide a solid roadmap so we can begin the journey towards changing how we address homelessness. To help achieve the goals of the Plan, SHIP has taken on a facilitation role to foster success in our community.

To respond to the needs of the Action Plan, SHIP also expanded the activities it undertakes. A new SHIP Strategic Plan was adopted by the Board of Directors in 2016, and the Board is ensuring that the organization is ready to serve the community well. The Strategic Plan, along with our updated Vision and Mission Statements, as seen on the following page, bring clarity to our role in our community.

## SHIP's Main Activities



With expertise in project development and research, experience in community engagement and proven strength as prudent fund managers, SHIP has all the elements needed to empower organizations to develop solutions to affordable housing and homelessness in Saskatoon.



# SHIP'S STRATEGIC PLAN

## Vision

*Saskatoon has affordable and appropriate housing options for all citizens*

## Mission

*SHIP fosters collective action to develop creative housing and homelessness solutions*

## STRATEGIC PRIORITIES

Facilitate  
Saskatoon's  
Homelessness  
Action Plan

Manage  
Homelessness  
Partnering Strategy  
Funding

Develop  
Appropriate and  
Affordable Housing  
Solutions

## STRATEGIC GOALS

### SUPPORTS

Improve access to support available for people at-risk or experiencing homelessness through a system of assessment, coordination and appropriate response



### ALIGNMENT

Coordinate and align community and government efforts in a response system that makes homelessness rare, brief, and non-reoccurring in Saskatoon



### HOUSING

Increase the number of appropriate housing options for those requiring support, subsidy, or better affordability



### RESOURCES

Increase resources dedicated to preventing, reducing and ending homelessness in Saskatoon



## ACHIEVED THROUGH OUR COMMITMENT TO:

### ENGAGEMENT

Engaging the community in research and planning, and promoting awareness of homelessness and affordable housing in terms of need, potential solutions and achievements in Saskatoon



### EXCELLENCE

Being outstanding as an organization, one that others would model





# HOMELESSNESS ACTION PLAN

In 2015, SHIP began working with the United Way to create Saskatoon’s Homelessness Action Plan. This Plan was built on the combined wisdom of the previous community plans on homelessness.

Early plans called for the increase of emergency, supportive and transitional housing, Housing First, and affordable housing. Community consultations for the new Plan had revealed that there was a desire to find solutions not only for people who are chronically homeless, but also to create options for those at greatest risk of becoming homeless.

With that in mind, Saskatoon’s Homelessness Action Plan was created. Completed in 2016, the Plan calls for a coordinated system response that will involve increased prevention efforts, teamwork between emergency and transitional supports, policy reforms and a serious investment in affordable housing options across the spectrum.

## Saskatoon Homelessness Action Plan Priorities



This Plan has developed a solid roadmap so we can begin the journey towards changing how we address homelessness.

A multi-sectoral approach is essential to achieving the collaboration necessary to meet the goals of the Plan. SHIP will endeavor to inspire change in our community, and increase commitment for everyone to work together towards a common vision.

SHIP role as facilitator for implementing the Plan in our community was endorsed by the community and Saskatoon City Council. A new contract allowed us to dedicate a position to the Plan. Our new Director of the Homelessness Action Plan (hired February 2017) is promoting collaboration in the community, and has begun to create Collective Action Teams to discuss issues and advise both government and the community at large on a wide array of issues related to homelessness and housing.

These Teams include community members, volunteers and people with lived experience to ensure a rich perspective when addressing the needs of the community. Teams will focus on addressing their specific theme as it relates to each of the four priorities of the action plan. This information sharing network will assist in bringing people together around a common cause and help prioritize things that need to be addressed in our community.

During 2016, SHIP’s work on the Plan required us to spend more time addressing issues relating to homelessness in Saskatoon, as well as promoting collaboration across the homeless serving sector. This broadening of our mandate has expectedly taken some time away from our affordable housing development activities. This shift in focus was necessary to deal with increases in homelessness in Saskatoon over the past decade.



# OUR YEAR IN NUMBERS



**47 Units**

**We provided research and development assistance for 47 affordable housing units**



**\$1.8 Million Invested**

**We invested \$1.8 Million in Homelessness Partnering Strategy Funding in Saskatoon**



**1,200 Attendees**



**170 Attendees**

**SHIP helped organize events that focused on affordable housing and homelessness in our city.**

## SHIP'S INVESTMENT IN HOUSING FIRST IS HELPING FAMILIES

*"We have been working with a housing first client who has been struggling with drugs, loss of parenting and gang involvement. This woman has also done long stints in jail due to this and has been living a transient lifestyle for the past 10 years. Her children have been in care during all of this. This woman has been trying to get her life together and needed a place to start her healing process."*

*"Soon after getting her housed in July, she got more involved with a recovery program and from there got part-time employment as a speaker. Since she has had stable housing and kept her home clean and drug free, her children are now being allowed from Ministry of Social Services to come for sleep overs. Her eldest daughter is now transitioning to move back in with her. If this program wasn't here, this mom would not have had a starting point on which to get her life in order and her children back in her care."*

**- Saskatoon Indian Metis Friendship Centre**

# PROJECT DEVELOPMENT SUMMARY

The past year has had SHIP involved in some exciting projects to address the need for affordable housing and homelessness in Saskatoon.

## AFFORDABLE HOUSING

### OutSaskatoon (6 units)

- SHIP prepared a Need and Demand Study for LGBTQ Youth Housing
- SHIP also facilitated a partnership between OutSaskatoon and Stewart Properties Holdings to provide housing for LGBTQ youth, the first of its kind in Canada.

### Stewart Properties Holdings (10 units)

- SHIP assisted in proposal development for Saskatchewan Housing Corporation's Rental Development Program for specialized affordable housing for expecting and new mothers.

### Quint Developments (26 Units)

- SHIP provided a housing market research report for the Saskatchewan Housing Corporation's Rental Development Program for affordable housing for individuals and families.

### Hope Restored (5 Units)

- SHIP prepared a Need and Demand study on the need for specialized housing for victims of human trafficking.
- SHIP also provided proposal development assistance for the federal government's Status of Women call for proposals

## HOMELESSNESS SERVICE AND CAPITAL PROJECT INVESTMENTS

### Saskatoon Indian & Metis Friendship Centre

- Housing First Case Management
- Rapid Rehousing Case Management
- Centralized Intake
- Drop-in Centre Renovations

### Stewart Properties

- 11 low-barrier transitional units

### White Buffalo Youth Lodge

- Housing First for Families

### The Lighthouse

- Housing Placement Worker x 2
- Low-barrier suites
- Outside lighting

### Saskatoon Crisis Intervention Services (Journey Home)

- Housing First Case Management

### YWCA

- Family Worker

### Crocus Co-op

- Facility Renovations

### SERVING OUR COMMUNITY: THE HOUSING LOCATOR

*"Wayne\* had lived in Saskatoon all his life. He was married and had a beautiful farm with his wife, son and daughter. He loved his work, but an ugly divorce resulted in him using alcohol to cope. Wayne came to us in June 2016, and we worked closely. We had some hard conversations, as he just needed someone to be patient and listen about his life and farming days. It took us about month to find a place and connect him with the proper services to help him get ahead in life."*

**Touni, Housing Locator,  
The Lighthouse Supported Living**

\*Name Changed to protect privacy

# EVENTS

## Innovative Solutions to Housing and Homelessness Conference

On November 22, 2016, over 170 members of the community attended SHIP's **Innovative Solutions to Housing and Homelessness Conference** in Saskatoon at the Travelodge, coinciding with National Housing Day. Keynote speakers included Dr. Bernadette Pauly from the Centre for Addictions Research at the University of Victoria, and Pastor Frank Jeske of Westgate Alliance Church in Saskatoon.

Dr. Pauly spoke on harm reduction and housing, and her research on Managed Alcohol Programs. Pastor Frank Jeske told the story of his church's journey from vision to reality as they became an affordable housing provider for low income families in Saskatoon.

The afternoon offered sessions on Homelessness and Affordable Housing. The Homelessness session covered Low Barrier Housing and Housing First Supports as well as a session on an Indigenous Healing approach to Housing First. The Affordable Housing session covered funding opportunities to support development, and Crime Free Multi Housing.

We also released the **Saskatoon Homelessness Action Plan**, and live-streamed a webcast by the Honourable Jean-Yves Duclos, Minister of Families, Children and Social Development on the progress on the **National Housing Strategy**.

We are very thankful to our sponsors for the event: Canada Mortgage and Housing Corporation (CMHC) and City of Saskatoon.



## Second Annual YXE Connects

On Monday May 16th, 2016 over 70 service organizations from across our city gathered together to serve the most vulnerable in our community. The event was hosted at City Centre Church and White Buffalo Youth Lodge. The event brings together service organizations, community agencies and businesses to provide the services all in one place.

Often those who need to access community supports have a tough time navigating the system. Transportation is also an issue. Bringing multiple organizations together goes a long way in making



sure both families and individuals have access to the services they need. Haircuts, lunch, a clothing give-a-way as well as employment, housing and health services were some of the more popular services provided to the over 1,200 attendees.

The event goes a long way towards raising awareness of what various service organizations exist within our community.

YXE Connects is organized by partners including



# ADDRESSING HOMELESSNESS

Since 2012, SHIP has been the Saskatoon Community Entity for the Homelessness Partnering Strategy (HPS), managing \$1 Million of funding for Saskatoon annually. The program was renewed in 2014, and in 2016, the Government of Canada generously increased the amount of HPS funding for homelessness projects in Saskatoon for both the 2016/17 and 2017/18 fiscal years. With this increase, the Government of Canada is investing over \$2 Million annually.

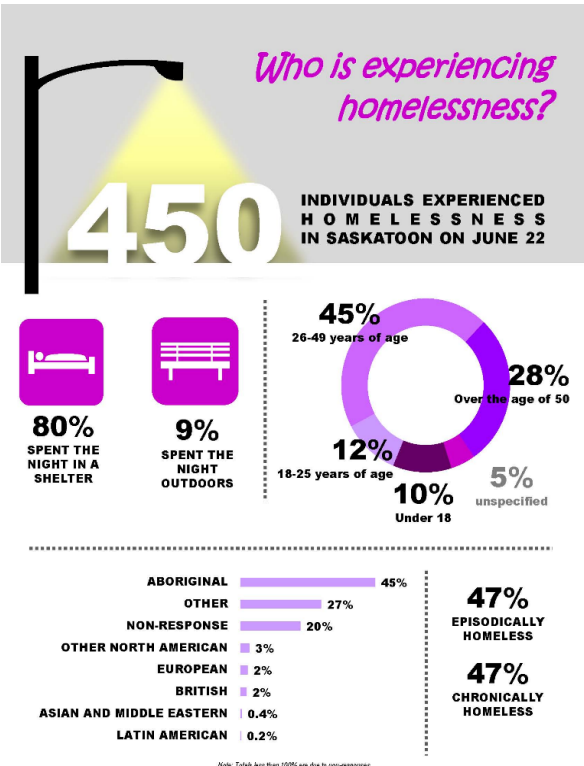
These needed resources have helped us move ahead with some innovative projects. The additional funds helped add four more Housing First and housing placement workers at partnering agencies, and two more agencies were able to receive additional HPS funding to expand their Housing First projects. As well, there have been exciting investments in units developed specifically for individuals and families

with housing barriers.

We know that in Saskatoon, homelessness has been a serious and growing problem, and that we must be aggressive in tackling this issue, including identifying root causes.

The good news is that the efforts of Housing First and housing placement programs to move people out of homelessness are making a huge impact. Next year's Point-In-Time (PIT) count and shelter numbers will hopefully show the impact of the hard work and strategic investments.

## Saskatoon Point-In-Time Count Statistics



## RAPID REHOUSING MAKES A DIFFERENCE

*“Centralized Intake assessed a middle aged man named Brian\*. He scored mid-acuity appropriate for Rapid Rehousing on the assessment which was completed in February 2016. At the time of assessment, he was living out of his van and at the Salvation Army shelter. He expressed major frustration in dealing with provincial income assistance and shelter living.”*

*“On my third meeting with him, the Intake worker determined that he was a candidate to be 'fast tracked' to housing locator services, meaning that he felt confident that Brian would manage if housed without case management. He viewed an apartment following the third meeting and secured the unit. The case manager spoke to him and he is still housed at the same unit, saying he will likely stay there for months to come. As well, Brian secured full time work which he plans to stick with for the foreseeable future. He stated that as hard as he tried, he just couldn't secure work until he secured housing, that shelter life and homelessness just was not conducive to it.”*

**- Housing Placement Worker, Saskatoon  
Indian & Metis Friendship Centre**

*\* Name was changed to protect privacy.*

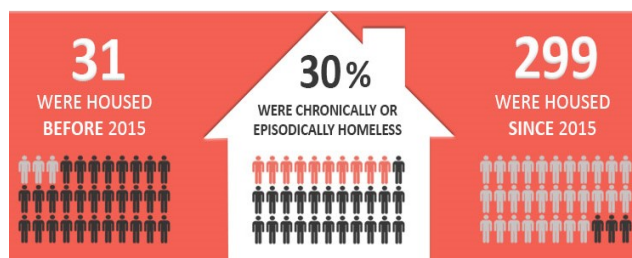
# ADDRESSING HOMELESSNESS

In 2016/17, \$1.8 million was invested in Saskatoon through HPS and other partners to fund 18 staff to stabilize people, move them quickly out of homelessness, and provide ongoing support for 6-24 months

- \$1.4 Million (\$750,000 from HPS) into Housing First supports at three agencies
- \$400,000 (\$271,000 from HPS) in less intensive Housing Placement services (Rapid Rehousing and direct placement out of shelter) at four agencies

The results of these investments are impressive:

- Before the June 2015 PIT count, 31 individuals were housed through two programs.
- Since the last PIT count, an additional 299 individuals have been housed through six programs.
- A total of 330 people housed and supported through these programs.
- At least 100 individuals and families were chronically or episodically homeless.
- Hundreds of assessments at Centralized Intake (SIMFC)
- The Housing First program started with 3 case managers serving 17 clients when it began in 2014. Now Saskatoon has 18 Housing Placement Workers in our community serving over 400 individuals and families. (see Appendix A for more information)



The **Community Advisory Board on Saskatoon Homelessness** continues to provide advice and guidance as SHIP allocates funding through open Calls for Proposals. In 2016, SHIP invested in many capital and service projects, working with partners to enhance the coordinated response to homelessness in Saskatoon.

**Jo-Ann Coleman Pidskalny (Chair)**

*Saskatoon Housing Coalition*

**Laurie Bouvier**

*Aboriginal Friendship Centers of Sask.*

**Tracey Kushniruk**

*Saskatoon Health Region*

**Barry Downs**

*Cress Housing*

**Deb Horseman**

*Saskatoon Housing Corporation*

**Ray Neale**

*Saskatchewan Housing Authority*

**Drew Bilboe**

*Salvation Army*

**Daryl Sexsmith**

*City of Saskatoon*

**Shirley Isbister**

*Central Urban Metis Federation Inc. (CUMFI)*

**Peter Wong**

*Ministry of Social Services  
(Child & Family Services)*

**Brenda Read**

*Ministry of Social Services  
(Income Support)*

**Don Meikle**

*EGADZ*

**Heidi Gravelle**

*White Buffalo Youth Lodge*



# HOMELESSNESS PARTNERING STRATEGY INVESTMENT SUMMARY

## **Home Fire - Keehi Kwakoh-tcheewinis Housing First Case Management Team**

**Project Partners:** Saskatoon Indian and Métis Friendship Centre (SIMFC), SHIP

**HPS Funding Allocation:** \$503,403  
(April 2016-March 2017)

**Overview:** SIMFC expanded their team each year since the start of their program in January 2015. Currently they have 8 staff. The program consists of two .5 FTE Centralized Intake positions (male and female), who work to assess need and link homeless individuals with the appropriate level of support. There are 3.5 Housing First positions, 2.5 Rapid Rehousing positions, 1 FTE manager. The Housing First case managers supported 36 high acuity, homeless individuals, 27 of whom were new clients in this fiscal year. The Rapid Rehousing case managers supported 23 clients this year, with 5 of them still looking for housing at the end of the fiscal year.

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## **The Beehive: Low-Barrier Transitional Apartments for People with HIV/AIDS**

**Project Partners:** Stewart Properties, Sanctum Care Group, AIDS Saskatoon, SHIP

**SHIP Funding Allocation:** \$480,308

**Overview:** The Beehive is 11 apartments and one office for second-stage transitional housing, after individual spend a period of time at the Sanctum HIV/AIDS hospice. The Beehive transitional home is longer term and low barrier (harm reduction informed) to ensure that addiction is not the reason that people are evicted. Clients are directly involved in the support model, as peer mentors. Tenants are sup-

ported by AIDS Saskatoon and Sanctum outreach staff, who maintain an office in the building. Tenants are directly involved in setting the rules of the building, and helping to enforce them. This project gives individuals who were impacted by street life an opportunity to live in their own apartment and learn the necessary life skills to be successful and independent in the community, while maintaining medications and gains in health. Funding for staff is provided by the Saskatoon Health Region, grants, private donations and pharmaceutical company contributions.

---

## **Housing First for Families**

**Project Partners:** White Buffalo Youth Lodge, SHIP

**SHIP Funding Allocation:** \$165,490  
(April 2016– March 2017)

**Overview:** This project was created with the goal of housing families who are chronically or episodically homeless. After huge success in the first year, a second case manager was added in December 2016. In this fiscal year, 21 high-acuity Housing First families were supported to find housing and stability, in addition to the 10 families that continued in the program from the previous year. Families were supported to make important cultural connections. An Indigenous parenting class was offered to program participants, and they had the benefits of the rich array of programs offered at White Buffalo.

# HOMELESSNESS PARTNERING STRATEGY INVESTMENT SUMMARY

## **Housing Locator and Case Worker**

**Project Partners:** The Lighthouse Supported Living, SHIP

**HPS Funding Allocation:** \$105,046  
( April 2016-March 2017)

**Overview:** The Housing Locator is a critical role for the Housing First intervention. This position provides support to the other agencies offering Housing First, by building relationships with private market landlords and supporting clients directly to find the right housing. The addition of a case worker to do rapid housing placement and support, from the Lighthouse shelter, has ensured immediate support for those who just need a little help to find housing. 63 individuals were housed and supported in 2016/17 through this program, in addition to the housing location work done for the partner programs.

---

## **Demolition and Redevelopment of Community Space for People with Mental Illnesses**

**Project Partners:** Crocus Co-operative, SHIP  
**HPS Funding Allocation:** \$100,775

**Overview:** Crocus Co-op operates a member-driven co-operative that works on behalf of people recovering from mental illness. Due to issues with surrounding neighbourhood redevelopment, Crocus needed extensive renovations to maintain their facility. The demolition and redevelopment of a portion of their building will ensure their longevity and continued operations.

## **The Journey Home Housing First Program**

**Project Partners:** Saskatoon Crisis Intervention Service, The United Way of Saskatoon and Area, SHIP

**HPS Funding Allocation:** \$54,977  
(October 2016-March 2017)

**Overview:** With generous support from the United Way of Saskatoon and Area, the Journey Home was the first Housing First program in Saskatoon, offering intensive case management to people experiencing chronic homelessness. Since inception, 52 people have received support. In this fiscal year, 16 new high-acuity Housing First clients were supported in the program, in addition to ongoing support offering to existing clients. SHIP became a funding partner with this program with the increase in HPS funding that was allocated mid 2016/17.

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## **Low-Barrier Suites**

**Project Partners:** The Lighthouse Supported Living Inc., SHIP, the Saskatoon Health Region, the Journey Home Housing First team  
**HPS Funding Allocation:** \$35,789

**Overview:** Two supported living units at the Lighthouse to offer a low-barrier alternative to individuals who need support, but have a history of severe alcohol dependence, chronic homelessness and failure to remain housed due to addiction. These two units will allow for the consumption of alcohol (purchased by the user) on site, with the intent of harm reduction and the reduction on non-palatable consumption.

# HOMELESSNESS PARTNERING STRATEGY INVESTMENT SUMMARY

## Sustaining Safe Spaces

**Project Partners:** Saskatoon Indian and Métis Friendship Centre (SIMFC), SHIP  
**HPS Funding Allocation:** \$34,268

**Overview:** SIMFC received funding to renovate their community drop-in space, including bathrooms, emergency lighting and the kitchen facilities. These improvement will ensure a welcoming, safe and clean space for individuals participating in cultural activities, and utilizing the emergency and support services provided. SIMFC offers a home away from home and tangible support for individuals at risk and those experiencing homelessness.

## Partnering to Provide Housing First Funding for Direct Client Costs

**Project Partners:** SHIP, Housing First providers  
**HPS Funding Allocation:** \$30,000

**Overview:** SHIP assumed the role of fund administrator for the direct client funding which supports Housing First clients to transition out of homelessness. The fund can pay for unmet needs as individuals make this critical transition. In partnership with the Housing First agencies, 23 high-acuity, Housing First clients benefited from the funding, transitioning into housing.

## YWCA Family Worker

**Project Partners:** YWCA Saskatoon, Private Donor, SHIP  
**HPS Funding Allocation:** \$9,194  
(October 2016-March 2017)

**Overview:** A visionary private donor offered funding to support a position to help families living at the YWCA shelter bridge from homelessness into housing. SHIP was able to round out the budget with a small allocation from HPS. This year, the Family Worker housed and supported 40 families, 5 of which were high-acuity, Housing First families.

## Outside Lighting for Safety and Visibility Around the Shelter and Supported Living Tower

**Project Partners:** The Lighthouse Supported Living Inc., the City of Saskatoon, SHIP  
**HPS Funding Allocation:** \$4,214

**Overview:** The street lighting around the original Lighthouse building needed to be updated to improve safety and visibility around the shelter. The City of Saskatoon offers a grant for improvements, and SHIP funded the remaining amount through HPS.

*The coordination of housing placement supports began in May 2015 with the **Housing Team** meetings, facilitated by SHIP. Since then, the managers and frontline workers of housing placement and support programs have met to discuss: coordination issues with intake; challenges with case management and income security; gaps in existing services; and training needs. Recently, we have begun analyzing how some homeless individuals are not being, or cannot be served by the current configuration of programs.*



# THANK YOU TO OUR PARTNERS

The support of the City of Saskatoon is integral to SHIP's success. Providing five years of stable funding for SHIP with an investment of \$100,000 to \$115,000 per year (based on performance) that covers the cost of the operations. This strategic investment creates a cornerstone for the entire organization with a strong network and knowledge base that facilitates the development of affordable housing and helps reduce and prevent homelessness in Saskatoon.



Since 2012, SHIP has administered the Federal Government's Homelessness Partnering Strategy funding in Saskatoon. In March 2014, SHIP renewed its contract to 2019. We will invest close to \$7 Million to prevent, reduce and end homelessness in Saskatoon. SHIP receives administrative fees that to administer the HPS funding. This has increased our staffing complement, and expanded our impact across the housing continuum in a significant way.

Over the past year, SHIP partnered with the United Way of Saskatoon & Area to finalize the **Saskatoon Homelessness Action Plan** that combines the wisdom of past community plans, consultations and experience gained through implementation of various projects that address homelessness. The vision of the Plan is to make homelessness rare, brief and non-reoccurring in Saskatoon.



Along with the funding from the City of Saskatoon and the Government of Canada, our membership sales help us make a positive impact on our great city. We are truly grateful to all the organizations that support us.

## SHIP'S AFFORDABLE HOUSING NETWORK MEMBERS



# 2016 SUMMARY

SHIP continues to provide project development services for affordable housing, which provides funding for additional activities. Our focus on collaborative community development ensures that our investments complement current programming for homelessness. We are very proud of our achievements and are excited about the projects currently in development.

## FINANCIAL SUMMARY

The summary financial information presented here is derived from SHIP's consolidated statements for the year ended March 31, 2017

SASKATOON HOUSING INITIATIVES PARTNERSHIP		
BALANCE SHEET AS AT MARCH 31, 2017		
ASSETS	2016/17	2015/16
Current Assets	\$	\$
Cash	380,920	269,701
Short-term investments	112,634	111,342
Accounts receivable	60,667	37,57
Prepaid expenses	6,456	2,960
	562,821	<b>421,887</b>
Tangible capital assets	2,144	981
	<b><u>\$562,821</u></b>	<b><u>\$424,255</u></b>
<b>LIABILITIES</b>		
Current liabilities		
Accounts payable & accrued liabilities	17,306	13,747
Deferred revenue	356,723	229,046
<b>Total Liabilities</b>	<b>374,029</b>	<b>242,793</b>
<b>Retained Earnings</b>	188,792	<b>181,462</b>
<b>EQUITY</b>	<b><u>\$562,821</u></b>	<b><u>\$424,255</u></b>

Summary Statement of Receipts and Expenditures	2016/17	2015/16
	\$	\$
<b>Receipts</b>	2,081,951	1,235,387
<b>Operating Expenditures</b>	2,074,621	1,224,284
<b>Net Operating Income</b>	<b><u>7,330</u></b>	<b><u>11,103</u></b>

SHIP's Executive Director and the Executive Committee, a sub-committee of the Board of Directors, adhere to responsible policies and procedures to ensure fiscal responsibility. SHIP holds itself fiscally accountable to its core financial contributors and members.

## 47 UNITS

### AFFORDABLE HOUSING PROJECT DEVELOPMENT

#### Pride Home

(6 Units – LGBTQ Youth)

#### Quint Developments

(26 Units - Affordable Housing)

#### Stewart Properties Holdings

(10 Units - Pre/Post Natal Housing)

#### Hope Restored

(5 Units - Victims of Human Trafficking)

## \$1.8 MILLION

### INVESTED TO PREVENT AND END HOMELESSNESS

#### Saskatoon Indian & Metis

#### Friendship Centre

(Housing First & Centralized Intake)  
(Renovation of Drop-in Centre)

#### White Buffalo Youth Lodge

(Housing First & Rapid Rehousing  
for Families)

#### The Lighthouse Supported Living

(Housing Locator, Case Worker)  
(Low-Barrier Suites, Outside Lighting)

#### Journey Home

(Housing First Intensive Case Mgmt)

#### YWCA

(Family Worker)

#### The Beehive

(Low-Barrier Transitional Apartments  
for people with HIV/AIDS)

#### Crocus Co-op

(Community Space for people with  
Mental Illnesses)

#### SHIP

(Funds to help Housing First Clients  
transition out of homelessness)



# OUR PEOPLE

## BOARD OF DIRECTORS

**Jessica Kyle (President)**  
Habitat for Humanity – Saskatoon

**Tyler Stewart (Past-President)**  
Stewart Properties Holdings

**Ray Neale (Secretary/Treasurer)**  
Saskatoon Housing Authority

**Fred Khonje**  
Affinity Credit Union

**Barry Downs**  
Cress Housing / Saskatoon Tribal Council

**Kent Mohn**  
Sunridge Residential

**Jo-Ann Coleman Pidskalny**  
Saskatoon Housing Coalition

**Rachel Lowen-Walker**  
OutSaskatoon

**Bob Jeanneau**  
KC Charities Inc.

**Michael Schwandt**  
Saskatoon Health Region

**Hilary Gough (Ex Officio)**  
Councilor (Ward 2) City of Saskatoon

**Kim Tyndall (Ex Officio)**  
Canada Mortgage and Housing Corporation

**Kristina Johnson (Ex Officio)**  
Saskatchewan Housing Corporation

**Lesley Anderson (Ex Officio)**  
City of Saskatoon\*

## STAFF

**Shaun Dyck**  
Executive Director

**Chris Randall**  
Director, Saskatoon Homelessness Action Plan

**Kianna Sayah-Mofazzali**  
Project Development Assistant

**Dionne Miazdyck-Shield**  
Director, Strategic Initiatives

**Lilani Samarakoon**  
Finance and Administration Officer



## CONNECT WITH US!

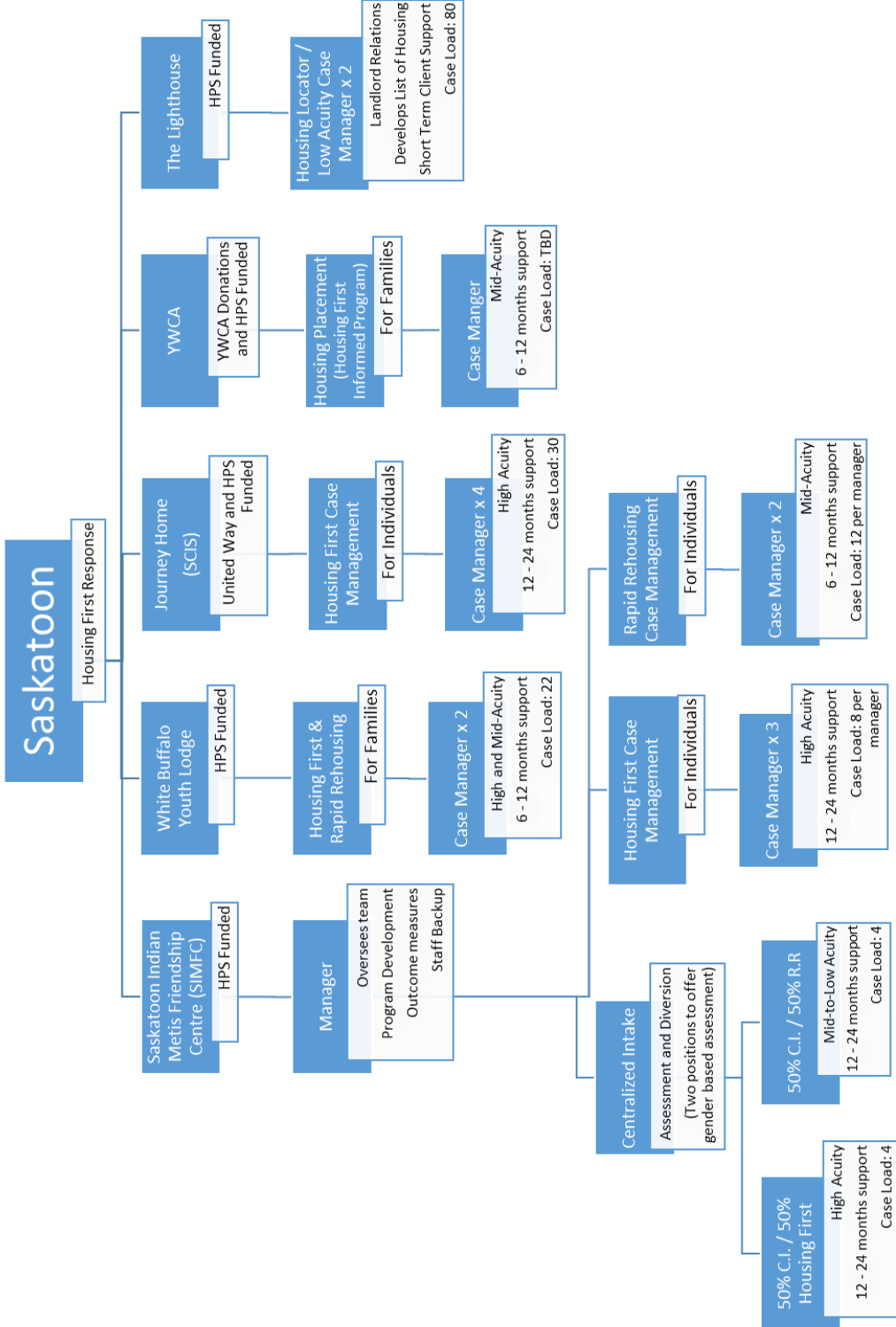
 [www.shipweb.ca](http://www.shipweb.ca)

 [facebook.com/shipweb](https://facebook.com/shipweb)

 [@shippartnership](https://twitter.com/shippartnership)

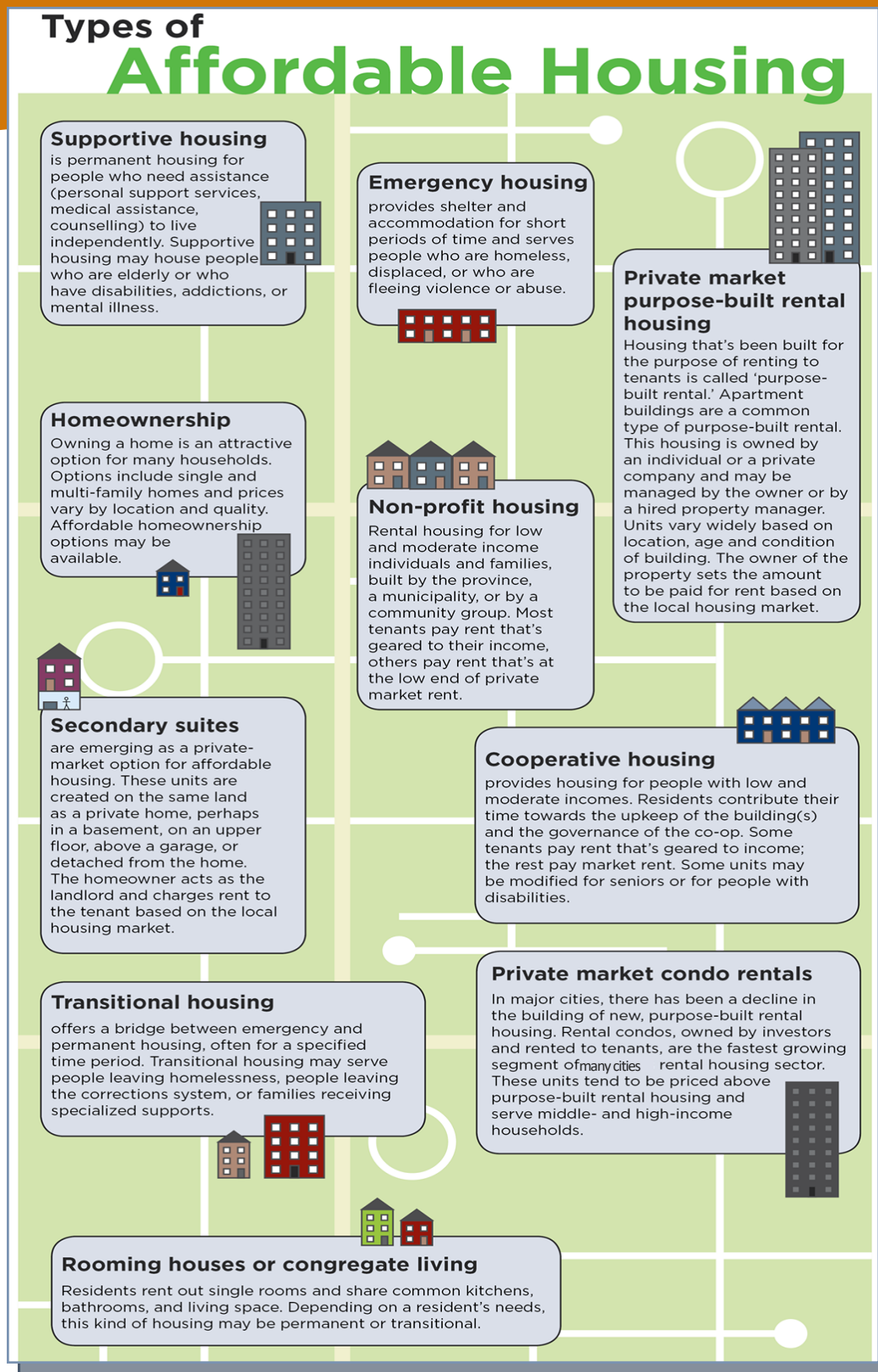
# APPENDIX A

## HOUSING FIRST IN SASKATOON



# APPENDIX B

## AFFORDABLE HOUSING CONTINUUM



# APPENDIX C

## SASKATOON HOMELESSNESS ACTION PLAN EXECUTIVE

### *A message from the Saskatoon Homelessness Action Plan Steering Committee*

Over the past three decades, homelessness has increased in Saskatoon. Government and non-profit organizations have developed emergency services to ensure immediate safety, but a systematic response has been missing. The community has demanded that we do better. We listened and we have acted.

In late 2014, the United Way Plan to End Homelessness (P2EH) Leadership Committee, the Saskatoon Housing Initiatives Partnership (SHIP), and the Community Advisory Board on Saskatoon Homelessness (CAB-SH) formed a Steering Committee to discuss the best way to create a coordinated approach to addressing homelessness in Saskatoon. It was agreed that an updated plan, based on recent community consultations and lessons learned from new initiatives would be developed, and that a leadership model focusing on results and community impact be established.

Since the consultations, many new efforts are already underway and are having an impact on homelessness in Saskatoon. But there is much more to do. With this in mind, we have integrated the community's recommendations to create an ambitious five-year plan that will turn vision into action. The responsibility of leading the Homelessness Action Plan will be undertaken by the Saskatoon Housing Initiatives Partnership (SHIP). To implement the Action Plan, SHIP will review its mandate, its bylaws, and expand its Board in 2016 to be more representative of a community committed to addressing homelessness. SHIP's functions and activities will also expand. As a lead agency, they will facilitate meetings, provide staff support to committees and action teams, help develop new and enhance existing programs, research solutions, evaluate and report on progress, foster collective action and ensure that the actions set out in this plan are undertaken.

This Action Plan is the result of a concerted effort to honour the passion and voice of the community. Based on multiple consultations over the past three years and building upon the existing collaborative efforts already underway, we are confident this plan will create positive change. This will be achieved by improving coordination, ensuring the service and housing infrastructure is meeting the needs of people at-risk or experiencing homelessness, and evaluating progress to make continuous improvements to our homeless serving system.

It is essential that we coordinate and co-operate effectively to meet the needs of people experiencing or at-risk of homelessness.

Together, we will make sure that homelessness in Saskatoon is rare, brief, and does not reoccur.

<b>Saskatoon Homelessness Action Plan Steering Committee</b>		
<b>CeCe Baptiste</b> <i>United Way P2EH Committee</i>	<b>Grant McGrath</b> <i>United Way P2EH Committee</i>	<b>Judy Shum</b> <i>United Way Dir. Community Impact</i>
<b>Jo-Ann Coleman Pidskalny</b> <i>CAB-SH Board Member</i>	<b>Dionne Miazdyck-Shield*</b> <i>SHIP Manager of Community Dev.</i>	<b>Sandra Stack</b> <i>Friendship Inn</i>
<b>Barb Cox-Lloyd</b> <i>SHIP Board Member</i>	<b>Shan Landry</b> <i>United Way Staff</i>	<b>Tyler Stewart</b> <i>SHIP Board President</i>
<b>Shaun Dyck*</b> <i>SHIP Executive Director</i>	<b>Ray Neale</b> <i>CAB-SH Board Member</i>	<b>Lesley Anderson / Alan Wallace</b> <i>City of Saskatoon</i>
<b>Paul Gauthier</b> <i>United Way P2EH Committee</i>	<b>Myra Potter</b> <i>United Way Exec. Director (ret.)</i>	<b>Don Windels</b> <i>SHIP Board Member</i>
* - Principal Authors		

# APPENDIX C

## SASKATOON HOMELESSNESS ACTION PLAN EXECUTIVE

*The Saskatoon Homelessness Action Plan focuses on four key areas with specific actions and goals to help reach our vision that homelessness in Saskatoon is rare, brief, and does not reoccur.*

### **1. System Coordination and Innovation**

Improving service coordination will result in access to the right support at the right time. By promoting collaboration, service providers will benefit from knowing that the services they cannot provide may be provided by a partnering agency. Communicating challenges will expose service gaps that require innovative solutions to help end homelessness individuals and families.

**Goal: Provide individuals with appropriate service regardless of where they enter the system of care.**

#### Year 1

- Review availability of housing and support services to assess system capacity, ease of access and service gaps baseline
- Expand the mandate of the Saskatoon Housing Initiatives Partnership as the agency leading the coordination, collaboration, research and evaluation efforts detailed in this Action Plan
- Develop and regularly engage Collective Action Teams supporting solutions to homelessness
- Evaluate city-wide data gathering ability and facilitate adoption of tools to improve decision making and performance for clients
- Develop a Communications Plan that
  - facilitates discussions that develop solutions
  - spreads knowledge on the state of and solutions to homelessness
  - celebrates achievements in Saskatoon

#### Year 2 – 5

- Develop a cost analysis and investment plan driven by results of system capacity evaluation
- Release a report card that charts progress
- Work with service and housing providers to analyze and improve information gathering and performance evaluation
- System and Capacity Evaluation (Year 3)

### **2. Strengthening Housing Placement and Support Programs**

Addressing homelessness will be achieved by expanding housing placement and support programs such as Housing First, Rapid Rehousing, and Housing Location programs. Providing access to training and data collection assistance for these programs will also enhance local organizations' capacity to serve their clients.

**Goal: Moving people who are chronically and episodically homeless as fast as possible from the street or emergency shelters into permanent housing with supports.**

#### Year 1

- Invest in expansion of housing placement programs and the systems that support its implementation
- Evaluate current housing placement and support programs to promote sustainability and potential areas of expansion
- Create training and expansion plan with service providers

#### Year 2 – 5

- Ongoing evaluation of programs to identify success, impact and gaps
- Develop a funding and resource assessment to ensure critical needs are met in the long-term, and to promote new investment that prevent and end homelessness
- Coordinate training and professional development programs
- Develop projects that are long-term solutions to system gaps



# APPENDIX C

## SASKATOON HOMELESSNESS ACTION PLAN EXECUTIVE SUMMARY

### 3. Prevention

Stabilizing people by ensuring that they remain in their home prevents homelessness and the trauma that comes with it. Saskatoon is home to several of the most effective prevention programs in Canada, meeting people where they are at and seeing incredible results. However, some people are still falling through the cracks into homelessness and need short-term support, financial or otherwise, to remain housed. For others, it will require encouraging a targeted response during times in their life when they may be particularly vulnerable to becoming homeless.

**Goal: Reduce the prevalence and incidence of homelessness**

#### Year 1

- Engage with hospitals, child and family services, and correctional facilities to document current policy and practice with respect to discharge/release planning and to identify housing-related barriers to successful transition
- Interview front-line workers and those with lived experience to understand homelessness prevention needs in Saskatoon
- Develop a service provider recognition program

#### Year 2 – 5

- Consult Aboriginal service providers and those with lived experience on how to improve access to culturally appropriate counselling and healing practices
- Develop standard discharge planning protocols with hospitals, child and family services, and correctional facilities
- Release a recommendation report and facilitate actions that improve access to culturally appropriate counselling and healing practices
- Create a framework for a local rent bank and a matched savings program
- Report on activities that will promote prevention of homelessness in Saskatoon
- Identify gaps in service for children and youth

### 4. The Solution to Homelessness is Housing

An adequate supply of appropriate housing is essential to success of the Plan, and critical to any effort to prevent and end homelessness. This Action Plan will work to ensure a wide range of units are available, including supported living, affordable market, rent-geared-to-income housing and alternatives for those who need something different to meet their housing and social needs. Creating new affordable housing units is a necessary investment to ensure everyone can escape life on the street.

**Goal: Increase the amount and type of housing rental and homeownership options provided by the private, public and not-for-profit sectors, ensuring safe, appropriate and affordable housing is available to all citizens**

#### Year 1

- Conduct a baseline for need centred on existing housing inventory, waiting lists, and current and future demographics of the community
- Look at exceptional needs and best practices in harm reduction models

#### Year 2 – 5

- Develop ten year targets for investment in appropriate housing solutions based on current inventory and established need
- Increase the supply of housing with support services
- Establish new housing units with supported housing programs that address the needs of the hardest to house in Saskatoon

*More information is available at [www.saskatoonhomelessness.ca](http://www.saskatoonhomelessness.ca)*

# APPENDIX C

## SASKATOON HOMELESSNESS ACTION PLAN EXECUTIVE SUMMARY

### *What Will Success Look Like?*

#### ***Increases in the number of individuals and families supported***

150 people experiencing chronic and episodic homelessness will be housed by 2019

Expansion of case management services will provide housing support for an additional 45 people by 2019

#### ***Preventing Homelessness***

A decrease in the number of unique individuals needing emergency shelter, short term stays and for crisis situations only

Establishment of a rent or utility bank

Widespread knowledge of tenant rights and landlord responsibilities

#### ***Increased amount of affordable housing alternatives***

A decrease in waiting lists, and an expansion in the number of appropriate and affordable rental and ownership housing alternatives that keeps pace with population growth at minimum.

#### ***Improved quality of life for those served by the system***

A survey of those who have lived experience of homelessness shows they have choices and alternatives to homelessness and report (according to their own definition) improvement in their well-being;

#### ***Improved teamwork between all parts of the homeless service system***

A survey of service providers will report satisfaction in their work and acknowledge that they are working together effectively to support actions to reduce homelessness.

A data sharing agreement to improve service coordination

#### ***Improved reporting and evaluation***

Creation of a credible registry with a street needs evaluation to guide decision making

Development of a Homelessness Report Card for Saskatoon

### *It's Time to Act!*

As the journey proceeds, there will need to be ways to reflect on the efforts and record outcomes and goal achievements. A report card charting our progress will be produced annually, as well as regular profiles of our amazing agencies and people of Saskatoon. It is important to speak to a wider audience – our community at large – about how the Plan is going and what is being achieved.

This purpose of this Action Plan is to enable all stakeholders including those who are homeless, direct service providers, Aboriginal leaders, allies and local, provincial, federal governments to work together sharing an agenda for change. It will maximize the strengths and innovation that characterize our community and will help us achieve our vision that homelessness in Saskatoon is rare, brief, and does not reoccur.

A right to housing is currently not a recognized human right in Canada, but it should be.

As we approach solutions to homelessness, we will not only see each person as an individual, but also look at the bigger picture. Our job as a community is to find innovative solutions together. Everyone is included and participates in making Saskatoon a better place to live

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## Infill Roundtable

### Recommendation

That the report of the General Manager, Community Services Department, dated September 5, 2017, be forwarded to City Council for information.

### Topic and Purpose

The purpose of this report is to provide an overview of the various initiatives underway, particularly as they relate to the outcomes of the Infill Roundtable hosted by the Saskatoon & Region Homebuilders' Association.

### Report Highlights

1. This report accompanies a submission from the Saskatoon & Region Homebuilders' Association (Association) regarding the outcomes of the recent Infill Roundtable, organized by the Association.
2. As a result of the discussions at the Infill Roundtable, the Administration is proposing a pilot project to reduce or remove certain requirements for new development in an effort to reduce barriers and spur new development in the Downtown.

### Strategic Goals

This report supports the City of Saskatoon's (City) Strategic Goals of Sustainable Growth and Moving Around by furthering implementation of the City Centre Plan and supporting the goals of the Growth Plan to Half a Million (Growth Plan).

### Background

A key direction of the Growth Plan, approved in principle by City Council in April 2016, was to balance growth between infill and greenfield locations. Between 2005 and 2015, approximately 17.4% of all dwelling units built in Saskatoon were infill units. The Growth Plan recommends that 35% of new growth be dedicated to strategic and neighbourhood infill sites, and an additional 15% be targeted to corridor growth, as the city grows to a population of 500,000 people.

At its August 16, 2016 meeting, the Standing Policy Committee on Transportation received two presentations related to lane paving for infill development. The Committee resolved:

- “1. That the matter be referred to the Administration for a report;
2. That the issue of developing a policy for lane paving around multi-family infill projects be referred to the Administration for a report; and
3. That the Administration bring forward an interim report outlining the scope of work for the development process for predictability and a

level playing field for infill development and greenfield developments in light of the Growth Plan goals.”

At its December 12, 2016 meeting, City Council received a report outlining a scope of work for an initiative to compare infill and greenfield development, in part addressing Recommendation No. 3 above. City Council requested that the Administration report back on a mechanism to undertake this comparison, with a suggestion for a roundtable meeting on infill development. Since that time, Downtown development has been identified as a City Council priority area.

## **Report**

### **Infill Roundtable**

In May and June of this year, the Association brought forward a proposal to the Mayor’s Office for the Association to convene an “Infill Roundtable” with representatives from the development industry. The focus of the meetings was to identify barriers and solutions that could be implemented quickly. Two Infill Roundtable meetings were held in July and August, and included City representatives. The results of the meetings have been documented by the Association and are to be submitted through the Standing Policy Committee on Planning, Development and Community Services. This report is a companion to those results, providing further insights into activities initiated by the Administration to support the outcomes of the Infill Roundtable.

The Infill Roundtable resulted in four main categories of items:

- a) access to information;
- b) communications;
- c) organizational change and coordination; and
- d) financial.

Several immediate items will be pursued as a result of these conversations:

1. A “Cut the Red Tape” initiative will be prepared, focusing on the Downtown as a pilot project area, to create a proactive approach to Downtown development. This will be further described within this report.
2. A new senior position in the Planning and Development Division will be included in the 2018 budget, with no mill rate impact, to provide high-level coordination for major infill and development projects.
3. A Major Applications Group will be coordinated on a regular basis to identify particular challenges for new development proposals early in the process, while providing enhanced coordination amongst the Administration.
4. The Developers’ Liaison Committee will be re-engaged to act as a stronger linkage with the development industry on policy and development items. A new mandate for the Committee will be jointly created with industry.

5. The Development Civic Service Review will continue, with the addition of one or more touch-points in the process for the development industry. This review is focused on the overall development process from initiation to project completion for both infill and greenfield development and includes representatives from all affected City divisions.

The other items identified by the Infill Roundtable will be pursued in partnership with industry representatives and other internal stakeholders.

### Downtown Pilot Project: Cut the Red Tape Initiative

As a result of the Infill Roundtable, the Administration has determined that a pilot project could be created for the Downtown to remove a number of larger barriers and create a proactive environment for development.

The Administration's proposal to pilot this project in the Downtown is due to the flexibility of the existing land use and zoning in terms of permitted uses and size of buildings. As well, the City Centre Plan has already laid out the future vision for the Downtown. In other areas of the city, such as the major corridors, the land use and zoning is not currently in place to achieve the desired outcomes of the Growth Plan, therefore, incentivizing development in these areas may actually promote the development of undesirable uses. The outcomes of this pilot project will, however, be used to inform future approaches throughout the city.

The pilot project will consider the following items as a starting point:

- a) a grant to off-set the costs of off-site levies for applicable sites;
- b) waiver of storm water on-site storage requirements;
- c) waiver of requirements for comprehensive Traffic Impact Assessments;
- d) identification and funding of servicing upgrades in the Downtown;
- e) parking meter hooding and temporary right-of-way closure fees to be off-set by a new grant for major developments; and
- f) One-Stop Shop for major developments in the Downtown to be facilitated by the new senior position identified earlier within this report, in partnership with the Building Standards Division.

Attachment 1 provides further details on these items.

### **Public and/or Stakeholder Involvement**

Public and external stakeholder involvement was not required in preparation of this report, but will be a key part of the forthcoming initiatives identified. Numerous internal City divisions were represented at the Association's Infill Roundtable, including Parks, Saskatoon Water, Planning and Development, and Building Standards. The Department of Transportation and Utilities was also represented. Internal stakeholders will continue to be engaged throughout the development of the pilot program.



**Other Considerations/Implications**

There are no options, policy, financial, environmental, privacy, or CPTED implications or considerations; a communication plan is not required at this time.

**Due Date for Follow-up and/or Project Completion**

In late fall of 2017, the pilot program for Downtown Development will be brought back with further details to the Standing Policy Committee on Planning, Development and Community Services.

Reports on other items identified by the Infill Roundtable will be brought forward as necessary.

**Public Notice**

Public notice, pursuant to Section 3 of Public Notice Policy No. C01-021 is not required.

**Attachment**

1. Downtown Pilot Project: Cut the Red Tape Initiative

**Report Approval**

Written by: Lesley Anderson, Director of Planning and Development  
Galen Heinrichs, Water and Sewer Engineering Manager, Saskatoon Water  
Approved by: Randy Grauer, General Manager, Community Services Department  
Angela Gardiner, Acting General Manager, Transportation and Utilities Department

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## Downtown Pilot Project: Cut the Red Tape Initiative

The following items will be considered a starting point for this pilot project. Further details will be developed and brought forward in the fall of 2017. Additional reporting will be brought forward as necessary.

<b>A grant to off-set the costs of off-site levies for applicable sites.</b>	An off-setting grant would be preferred for greater transparency. The future use of off-site levies as a funding mechanism for necessary infrastructure upgrades is still under evaluation.
<b>Waiver of storm water on-site storage requirements.</b>	The Downtown is largely covered by impermeable surfaces, therefore, new developments do not have major adverse impacts to the current conditions.
<b>Waiver of requirements for comprehensive Traffic Impact Assessments.</b>	The Downtown traffic patterns are set with existing roadways, and these are unlikely to change as a result of new development. Consideration of site access and egress will continue to be a part of the development process.
<b>Identification and funding of servicing upgrades in the Downtown.</b>	Undertaking the servicing studies for the entire area, followed by necessary upgrades, will allow new development to be accommodated throughout the area.
<b>Parking meter hooding and temporary right-of-way closure fees to be off-set by a new grant for major developments.</b>	A new grant to off-set the costs of parking meter hooding for construction phases, as well as temporary right-of-way closures, will remove several development costs in the Downtown, which are not otherwise incurred in other areas of the city.
<b>One-Stop Shop for major developments in the Downtown.</b>	This will be facilitated by the new senior position identified in this report, in partnership with the Building Standards Division. This will result in streamlined processes for major development projects and enhanced internal coordination.

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## Downtown Development Incentives

### Recommendation

That the Standing Policy Committee on Planning, Development and Community Services recommend to City Council that the proposed amendments to Vacant Lot and Adaptive Reuse Incentive Program Policy No. C09-035, as noted in this report, be approved.

### Topic and Purpose

The purpose of this report is to amend the Vacant Lot and Adaptive Reuse Incentive Program to improve clarity for Downtown developments by providing access to a five-year tax abatement or a cash grant for all new residential or office developments, without a vacancy requirement.

### Report Highlights

1. The Administration is recommending amendments to the Vacant Lot and Adaptive Reuse Incentive Program (Incentive Program) to remove the vacancy requirement for all developments Downtown.
2. New office or residential developments would be eligible for a five-year tax abatement or a cash grant. The amount of the incentive is determined through an evaluation process and is applied upon project completion.

### Strategic Goals

This report supports the City of Saskatoon's (City) Strategic Goals of Sustainable Growth and Moving Around by supporting the City Centre Plan, increasing incentives for infill development, and furthering implementation of the Growth Plan to Half a Million. This initiative also supports the goal to reduce or remove "red tape" from City processes by providing a simpler, standardized requirement for development eligibility.

### Background

At its August 18, 2010 meeting, City Council approved, in principle, Vacant Lot and Adaptive Reuse Incentive Program Policy No. C09-035. The original intent of the program was to provide incentives to spur development on chronically vacant sites in the established areas of Saskatoon. Originally, the program included a 12-month vacancy requirement. However, this time period appeared to result in a number of property demolitions in order to be eligible for incentives the following year. In 2012, the vacancy requirement was increased to 48 months.

The last amendments to the Incentive Program were completed in 2014, as a result of the City Centre Plan. The amendments added incentives for Downtown office buildings and structured parking, in accordance with the goals of the City Centre Plan. The amendments to the Incentive Program included:

- a) waiving the 48-month vacancy requirements for both office buildings and parking structures in the Downtown;

## Downtown Development Incentives

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- b) adding a section specific to Downtown office buildings, applied only to the increase of office space;
- c) adding the definition of “Structured Parking”;
- d) adding a section specific to Downtown structured parking;
- e) adding points that would be awarded to projects that include structured parking available to the public, as part of an office or retail development;
- f) earning maximum points for a stand-alone parking structure; and
- g) expanding Appendix C to include criteria specific to each type of development proposal.

At its May 29, 2017 meeting, the Standing Policy Committee on Planning, Development and Community Services received an information report regarding a variety of measures to incentivize infill development. One of the items raised within that report was amendments to the Incentive Program to improve clarity for Downtown developments by providing a five-year tax abatement for all developments, without a vacancy requirement.

### Report

#### Recommended Amendments to the Incentive Program

The Administration is proposing amendments to the Incentive Program to provide greater clarity and consistency for all types of development in the Downtown. These changes support the goal of cutting “red tape” in administrative processes. The proposed amendments are highlighted in Attachment 1.

In summary, the proposed amendments to the Incentive Program are:

- a) removing the 48-month vacancy requirement from the definition of Vacant Site/Building;
- b) adding the 48-month vacancy requirement to the eligibility criteria for projects within the Established Areas;
- c) clarifying that the 48-month vacancy requirement does not apply to projects within the Downtown;
- d) adjusting Section 4.2, Vacant Lot and Adaptive Reuse Incentive, to include Downtown, in order to allow development projects to access either a tax abatement or a grant;
- e) adjusting Section 4.5, Downtown Office Building Incentive, to remove the reference to “the increase” in office space on a site, so that the incentive applies to the total office development; and
- f) amending Section 5.2 to update the Office of the City Assessor to its current name, Corporate Revenue Division, and clarify its role in the process; and
- g) amending Appendix C to include a 5% incentive for a “Secure Bicycle Parking Facility” in the Downtown Office Building scoring table.

### Available Incentives

The amendments result in the ability for any new residential or office development in the Downtown to be eligible for a five-year tax abatement or a cash grant, with no vacancy requirement. Cash grants are paid out upon project completion, once all building permits are closed and the property has been assessed by the Corporate Revenue Division. Tax abatements begin in the year following project completion.

Projects approved for a cash grant will be eligible, based on their proposal evaluation, for up to the following amounts:

- a) Commercial, Industrial, and Mixed Use: \$200,000;
- b) Multiple-Unit Dwellings: \$75,000; or
- c) One- and Two-Unit Dwellings: \$15,000.

These maximums have been set to maintain an adequate balance in the Vacant Lot and Adaptive Reuse Incentive Reserve.

Under the Incentive Program, a development project is evaluated against a number of criteria and policy objectives. A Maximum Incentive Amount will be determined by the Corporate Revenue Division (Taxation and Assessment Administration Section) and will be equivalent to the increment between the existing property taxes and the taxes paid upon completion, multiplied by five years. The amount of the final grant or tax abatement is determined through an evaluation system, and verified by the Corporate Revenue Division upon project completion. The points are used to determine the percentage of the total Maximum Incentive Amount. The system evaluates development proposals to achieve the outlined development features, scored to a maximum of 100 points.

### **Options to the Recommendation**

At this time, the Administration is recommending that the proposed policy amendments apply to the Downtown only, in order to further incentivize and promote development within the Downtown. However, the following option could also be considered:

- The area could be expanded to encompass the City Centre area (see Attachment 2). In this case, all references to the Downtown would be changed to refer to the City Centre, and Appendix B would be replaced with the map shown in Attachment 2.

### **Public and/or Stakeholder Involvement**

Public and external stakeholder involvement was not required in preparation of this report.

### **Communication Plan**

The addition of these new incentives will also be communicated to the Downtown Saskatoon Business Improvement District, Saskatoon Regional Economic Development



## **Downtown Development Incentives**

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Authority, Developers' Liaison Committee, and on the City's website. Marketing material for the Incentive Program will be updated to reflect the new incentives.

### **Policy Implications**

Upon City Council approval, Vacant Lot and Adaptive Reuse Incentive Program Policy No. C09-035 would be updated, as outlined in this report.

### **Other Considerations/Implications**

There are no financial, environmental, privacy, or CPTED implications or considerations.

### **Due Date for Follow-up and/or Project Completion**

Amendments to the Incentive Program are pursued as necessary. As part of the measures to address infill challenges, the Administration will continue to evaluate the Incentive Program to ensure policy goals are being met.

### **Public Notice**

Public notice, pursuant to Section 3 of Public Notice Policy No. C01-021, is not required.

### **Attachments**

1. Proposed Amendments to Vacant Lot and Adaptive Reuse Incentive Program Policy No. C09-035
2. Downtown and City Centre Boundaries Map

### **Report Approval**

Written by: Lesley Anderson, Director of Planning and Development

Approved by: Randy Grauer, General Manager, Community Services Department

S/Reports/2017/PD/PDCS – Downtown Development Incentives/ks/dh

**Proposed Amendments to  
Vacant Lot and Adaptive Reuse Incentive Program Policy No. C09-035**

\*\*Please note that highlighted **bolding** denotes proposed additions and highlighted **strikethroughs** denote proposed deletions\*\*

**CITY OF SASKATOON  
COUNCIL POLICY**

**NUMBER**  
*C09-035*

<b>POLICY TITLE</b> <i>Vacant Lot and Adaptive Reuse Incentive Program</i>	<b>ADOPTED BY:</b> <i>City Council</i>	<b>EFFECTIVE DATE</b> <i>March 7, 2011</i>
		<b>UPDATED TO</b> <i>June 27, 2016</i>
<b>ORIGIN/AUTHORITY</b> <i>Planning and Operations Committee Reports 3-2011, 8-2012, 10-2014 and Standing Policy Committee on Planning, Development and Community Services - Item 8.1.2.</i>	<b>CITY FILE NO.</b> <i>CK. 4110-45 and PL. 4110-35-13</i>	<b>PAGE NUMBER</b> <i>1 of 16</i>

1. PURPOSE

To encourage infill development on vacant sites and adaptive reuse of vacant building space in Established Neighbourhoods, including the Downtown, by providing financial and/or tax-based incentives to owners of eligible properties.

2. REFERENCE

This Policy supports the direction established in the Official Community Plan Bylaw No. 8769.

3. DEFINITIONS

For the purposes of this program, the following definitions shall be used:

- 3.1 Adaptive Reuse – where a building formerly used for industrial or commercial uses has been vacant for at least one (1) consecutive year and involves the conversion or re-purposing to a different category of use (e.g. conversion from industrial or commercial to residential or from industrial to commercial).

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- 3.2 Approval Date – the date the project was approved by the General Manager of Community Services or City Council, as set out in Section 4.7.
- 3.3 Brownfield Site – an abandoned, vacant, derelict or underutilized commercial or industrial property where past activities on the land have resulted in actual or perceived contamination and where there is an active potential for redevelopment.
- 3.4 Cash Grant – a non-repayable incentive as calculated by this policy.
- 3.5 Completion of Construction – the date on which all Building, Development and Plumbing Permits are officially closed by the City of Saskatoon or as determined by the City of Saskatoon.
- 3.6 Derelict Vacant Building – a principal building that has been vacant for at least 12 consecutive months, and is inhabitable or structurally unsound and the subject of a property maintenance order, fire order, public health or safety hazard, or has a history of public complaints, and is intended to be demolished for the purpose of redevelopment.
- 3.7 Earned Incentive Amount – that portion of the Maximum Incentive Amount earned through the proposal evaluation.
- 3.8 Existing Housing – currently occupied buildings and structures that contain residential dwelling units.
- 3.9 Existing Property Taxes – the property tax payable in a given year on the assessed value of an eligible property prior to any development.
- 3.10 Incremental Property Taxes – the amount of property tax payable in a given year on the increase in assessed value of the property as a result of new construction.
- 3.11 Maximum Incentive Amount (MIA) – the increment between the existing property taxes (City portion) and the taxes upon completion, multiplied by five (5) years.
- 3.12 New Construction – includes new development of permanent structures on vacant lots, redevelopment of existing structures that have been vacant or used for non-residential purposes for at least one (1) year prior to

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application to this program, or the conversion of non-residential property to residential use.

- 3.13 Proposal Evaluation – a system that evaluates development proposals to achieve the outlined development features (See Appendix C) and which is scored to a maximum of 100 points.
- 3.14 Residential – any structure or portion thereof consisting of self-contained housing units and support amenities, provided to residents as rental, life-lease or ownership, but not hotel accommodation provided on a day-to-day basis.
- 3.15 Residential Conversion – any conversion project which changes the use of any former commercial or industrial building space for the purpose of developing residential multiple-unit dwellings.
- 3.16 Structured Parking – a parking facility with at least one level above or below grade.
- 3.17 Vacant Site/Building – existing sites, formerly used for an urban use on which there exists no building, or where a building contains mainly vacant space **for a period of at least 48 consecutive months.**

## 4. POLICY

The City may offer financial or tax-based support to projects that meet the following criteria:

### 4.1 General Eligibility Criteria

- a) Projects supported by the policy must be located within the Established Neighbourhoods Map (see Appendix A) or the Downtown Boundary Map (see Appendix B).
- b) Projects supported by the policy under the Vacant Lot and Adaptive Reuse Incentive Program must be located on a vacant site, contain a derelict principal building, or be within a vacant building **and meet the following conditions:**

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- i) If within the Established Neighbourhoods Map, be vacant for a period of at least 48 consecutive months;**
- ii) If within the Downtown Boundary Map, no vacancy period is required.**

- c) Special projects developed for the purpose of creating developable vacant sites are not eligible for incentives under this program. Exceptions to this provision may be granted at the discretion of the General Manager, Community Services Department.
- d) River Landing is excluded from the vacant lot incentive program. However, any housing development within River Landing is eligible for a five-year tax abatement equal to the Maximum Incentive Amount.
- e) Except for the rebate of existing property taxes paid during construction (adaptive re-use only), cash incentives under this policy are paid following completion of construction.
- f) Projects assisted under this policy may be eligible for support under other incentive policies or programs (i.e. affordable housing).
- g) Projects that do not incur a tax increment upon completion may receive a grant equal to no more than one year's worth of existing taxes.
- h) Properties that are in tax arrears or under an Order to Remedy with the City of Saskatoon are not eligible for support under this policy. Exceptions to this provision may be granted at the discretion of the General Manager, Community Services Department.
- i) Property taxes will be assessed each year of the program. Properties that are deemed to be in arrears by the City of Saskatoon will immediately be terminated from this program.
- j) Any housing project located Downtown, which does not otherwise meet the criteria of this policy, is eligible for a five-year tax abatement equal to the Maximum Incentive Amount.

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- k) Any office project located Downtown, which does not otherwise meet the criteria of this policy, is eligible for a five-year tax abatement equal to the Earned Incentive Amount.
- l) Any Structured Parking located Downtown, which does not otherwise meet the criteria of this policy, is eligible for a five-year tax abatement equal to the Maximum Incentive Amount.

#### 4.2 Vacant Lot and Adaptive Reuse Incentive

- a) This program is only available for the new construction on a vacant site or the redevelopment/renovation of a vacant building in Established Neighbourhoods of Saskatoon (see Appendix A- Established Neighbourhoods Map) **or the Downtown (see Appendix B – Downtown Boundary Map).**
- b) The applicant is given a choice of:
  - i) assistance in the form of a tax abatement, equal to the **E**arned **I**ncentive **A**mount, determined by the Proposal Evaluation; or
  - ii) assistance in the form of a cash grant, equal to the Earned Incentive Amount. Projects approved for a cash grant shall not exceed the following amounts:
    - a) Commercial, Industrial, and Mixed Use: \$200,000;
    - b) Multiple-Unit Dwellings: \$75,000; or
    - c) One- and Two-Unit Dwellings: \$15,000.
- c) Developers may contribute cash to an appropriate streetscape reserve in lieu of providing on-site Public Realm Improvements (see Appendix C) in order to earn additional points in the proposal evaluation.
- d) All monies received through c) will be directed to the appropriate streetscape reserve and used by the Urban Design Manager to provide an opportunity response towards other streetscape or



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public realm improvements (e.g. leverage or match private donations).

#### 4.3 Downtown Housing Renovation Incentive

- a) This incentive applies only to the renovation of existing housing in the Downtown.
- b) Priority will be given to projects that provide significant improvement in the quality and amenity of existing housing or provide increased accessibility to populations currently not being served, including addressing barrier-free housing for people with disabilities.
- c) The incentive shall be in the form of a tax abatement of 25 percent of the annual value of property taxes to a maximum of \$10,000 per year, for five (5) years.
- d) Funds for the City and Library portion of the property tax abatements will be provided from the Vacant Lot and Adaptive Reuse Incentive Reserve.

#### 4.4 Downtown Housing Conversion Incentive

- a) Projects which involve the conversion of former commercial and industrial building space to multiple-unit residential dwellings may also be eligible for additional incentives as listed below:
  - i) a rebate of up to 75 percent of any applicable Offsite Development Levies as calculated by the Transportation and Utilities Department;
  - ii) a rebate of up to 75 percent of any applicable Direct Servicing Charges as calculated by the Transportation and Utilities Department; and
  - iii) a rebate of existing property taxes paid during construction, up to a maximum of a two year construction period.

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## 4.5 Downtown Office Building Incentive

- a) This incentive applies ~~only to the increase of~~ **to all** office space on a site in the Downtown **(or City Centre)**.
- b) When new construction occurs on a lot that has not been vacant for 48 consecutive months, the tax rate, at time of demolition, will be used in place of the existing property taxes to determine the Maximum Incentive Amount.
- c) The incentive shall be in the form of a five-year tax abatement, **or a cash grant** equal to the Earned Incentive Amount, determined by the Proposal Evaluation. **Projects approved for a cash grant shall not exceed the following amounts:**
  - i) **Commercial, Industrial, and Mixed Use: \$200,000;**
  - ii) **Multiple-Unit Dwellings: \$75,000; or**
  - iii) **One- and Two-Unit Dwellings: \$15,000.**

## 4.6 Downtown Structured Parking Incentive

- a) Projects must meet the design guidelines outlined in Zoning Bylaw No. 8770.
- b) The incentive shall be in the form of a five-year tax abatement, equal to the Maximum Incentive Amount.
- c) No incentives are available for any surface parking.

## 4.7 Gardens as Interim Use Incentive

- a) All vacant land within the VLAR boundary is eligible for this incentive, excluding AG districts. The 48 month vacancy requirement will be waived for interim garden use.
- b) The incentive is an annual grant for the property owner equal to 50% of municipal land tax, for up to five years.

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- c) A written agreement is required between the property owner and gardener(s) if they are not one and the same. A sample agreement can be supplied upon request.
- d) A vacant lot with an interim garden will continue to be considered vacant under this Policy. A garden use will not affect the eligibility for future VLAR incentives.
- e) The property would be eligible for the garden incentive one time, for a period of up to five years, and the grant would be provided after the first year that the garden was productive.
- f) The grant would be offered annually, for up to five years, providing that the garden remain productive during that time and that the owner provide a copy of the annual agreement. The City will conduct site visits to ensure compliance.
- g) A building permit could be issued, if development occurred on the site prior to the end of five years, but construction could not start until the completion of the current growing season (April 1 – October 15).
- h) Garden projects approved for a cash grant shall not exceed the following amounts:
  - i) Residential Sites: \$2,500 (\$500 annually); and
  - ii) Commercial, Industrial, Mixed Use, or Other Sites: \$6,000 (\$1,200 annually).

#### 4.8 Approval

- a) Applications for tax abatement assistance under this program are subject to City Council's approval.
- b) Applications for grant assistance under this program are subject to the approval of the General Manager, Community Services Department.

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- c) Completion of construction must occur within 24 months from the approval date. One additional year may be granted at the discretion of the General Manager, Community Services Department.

## 5. RESPONSIBILITIES

### 5.1 General Manager, Community Services Department

- a) Receive and review all applications for incentives under this program;
- b) Submit any necessary reports to City Council, including an Annual Report on the performance of this program; and
- c) Market this program as required.

### 5.2 City Assessor: Corporate Revenue

- a) ~~Account and track all~~ **Administer** all **approved** applications for tax abatements and repayment of grants through redirection of incremental property taxes.

### 5.3 City Council

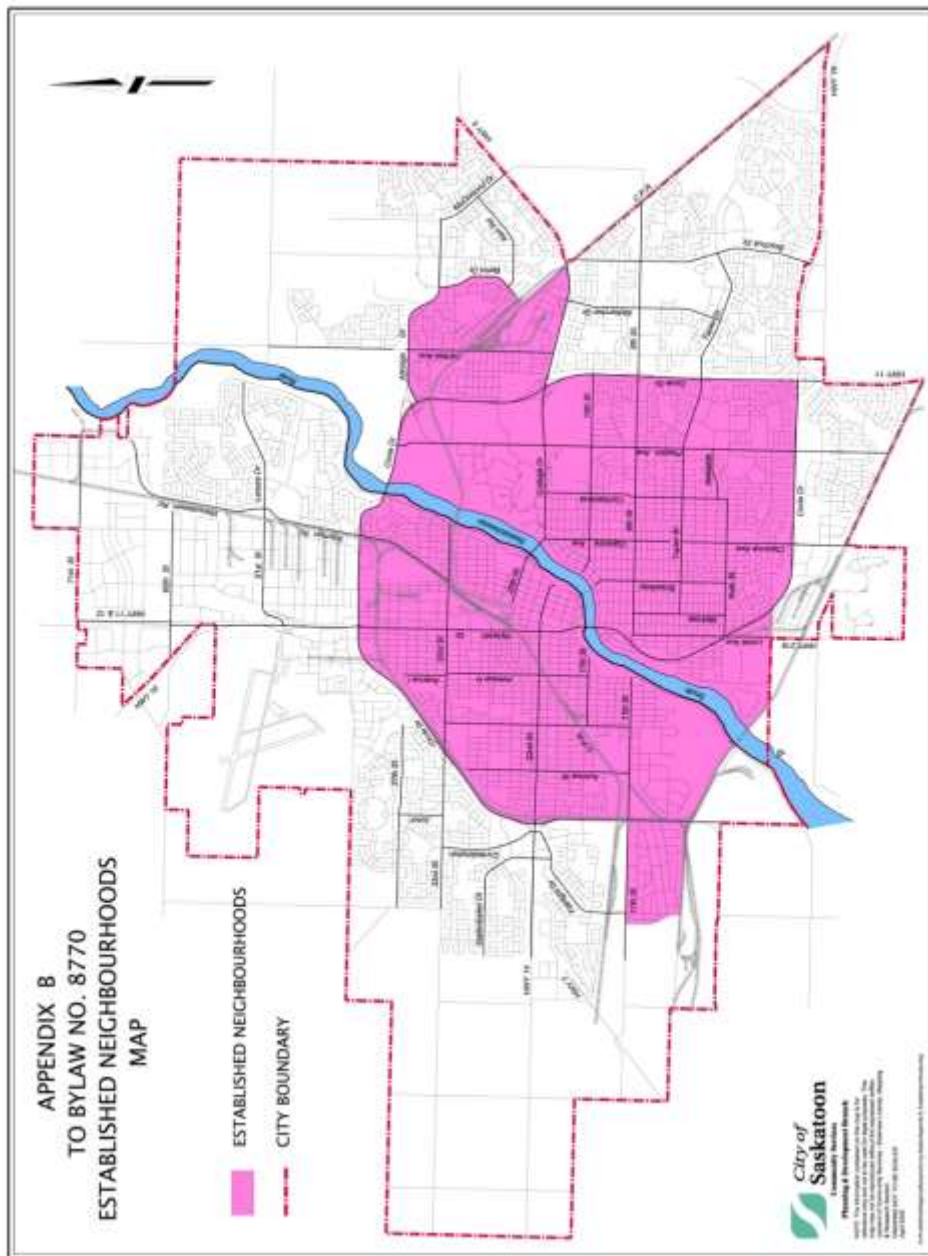
- a) Approve/reject recommendations for all tax abatement applications; and
- b) Review and approve amendments to this Policy.

# CITY OF SASKATOON COUNCIL POLICY

NUMBER  
C09-035

POLICY TITLE	EFFECTIVE DATE	UPDATED TO	PAGE NUMBER
<i>Vacant Lot and Adaptive Reuse Incentive Program</i>	<i>March 7, 2011</i>	<i>June 27, 2016</i>	<i>10 of 16</i>

## Appendix A – Established Neighbourhoods Map



# CITY OF SASKATOON COUNCIL POLICY

NUMBER  
C09-035

POLICY TITLE	EFFECTIVE DATE	UPDATED TO	PAGE NUMBER
<i>Vacant Lot and Adaptive Reuse Incentive Program</i>	<i>March 7, 2011</i>	<i>June 27, 2016</i>	11 of 16

## Appendix B – Downtown Boundary Map





# CITY OF SASKATOON COUNCIL POLICY

NUMBER  
C09-035

<b>POLICY TITLE</b> <i>Vacant Lot and Adaptive Reuse Incentive Program</i>	<b>EFFECTIVE DATE</b> <i>March 7, 2011</i>	<b>UPDATED TO</b> <i>June 27, 2016</i>	<b>PAGE NUMBER</b> <i>12 of 16</i>
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## Appendix C – Proposal Evaluation

All eligible proposals will automatically be granted 50 base points. Additional points will be provided when a proposal includes development features that achieve a range of policy objectives defined in the following table:

<b>Residential - Development Feature</b>		<b>Additional Points</b>
<b>Housing</b>	OULD(s) / TUD(s)	10
	Multi-unit Housing	20
	Downtown Housing (greater than 4 Storeys)	30
<b>Mixed Use Development</b> (combines two or more different types of land uses, such as residential, commercial, and office uses)	Live/Work Units	5
	Mixed Use (no residential use)	10
	Mixed Use (with residential)	15
<b>Parking Facilities</b> (excludes residential under six-units)	Secure Bicycle Parking Facility	5
	Structured Parking	10
<b>Adaptive Reuse of Building</b>	A building that has been vacant for at least one year and will be repurposed to fit another use.	20
<b>Contributes to Public Realm</b>	Provide publicly accessible open space on private property. (applicant may contribute money to appropriate streetscape reserve in lieu of on site improvements)	10
<b>Environmental Remediation (site and/or building)</b>	To Commercial Standard	15
	To Residential/Park Standard	25
<b>Energy Efficient Design</b>	Third Party recognized Green Building Certification	20
	Other energy efficient features, above industry standards	10

# CITY OF SASKATOON COUNCIL POLICY

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<b>Residential - Development Feature</b>		<b>Additional Points</b>
<b>Sustainable Development</b>	<b>Transit Oriented Development</b> - located within 175m from an existing transit stop	5
	<b>Walkable Community</b> - A minimum Walk Score of 70	5
	<b>Legal Secondary Suite</b>	5
	<b>Communal Garden</b> - designated area and appropriate facilities for a Communal Garden	5

<b>Primary use non-residential - Development Feature</b>		<b>Additional Points</b>
<b>Mixed Use Development</b> (combines two or more different types of land uses, such as residential, commercial, and office uses)	Mixed Use (no residential use)	10
	Mixed Use (with residential)	15
<b>Parking Facilities</b>	Secure Bicycle Parking Facility	5
	Structured Parking	10
<b>Adaptive Reuse of Building</b>	A building that has been vacant for at least one year and will be repurposed to fit another use	20
<b>Contributes to Public Realm</b>	Provide publicly accessible open space on private property. (applicant may contribute money to appropriate streetscape reserve in lieu of on site improvements)	10
<b>Environmental Remediation (site and/or building)</b>	To Commercial Standard	15
	To Residential/Park Standard	25
<b>Energy Efficient Design</b>	Third Party recognized Green Building Certification (example LEED)	20
	Other energy efficient features, above industry standards	10
<b>Heritage</b>	Restoration of Heritage Features	5

# CITY OF SASKATOON COUNCIL POLICY

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Downtown Office Building - Development Feature		Additional Points
<b>Parking Facilities</b>	<b>Secure Bicycle Parking Facility</b>	<b>5</b>
	Structured Parking Minimum 10% of Parking Available to Public	10 15
<b>Mixed Use Development</b> (combines two or more different types of land uses, such as residential, commercial, and office uses)	Mixed Use	10
<b>Adaptive Reuse of Building</b>	A building that has been vacant for at least one year and will be repurposed to fit another use	20
<b>Contributes to Public Realm</b>	Provide publicly accessible open space on private property. (applicant may contribute money to appropriate streetscape reserve in lieu of on site improvements)	10
<b>Environmental Remediation (site and/or building)</b>	To Commercial Standard	15
	To Residential/Park Standard	25
<b>Energy Efficient Design</b>	Third Party recognized Green Building Certification (example LEED certified)	20
	Other energy efficient features, above industry standards	10
<b>Heritage</b>	Restoration of Heritage Features	5

Downtown Structured Parking - Development Feature		Points
<b>Parking Facilities</b>	2 or more levels, with at least <b>one level above or below</b> grade	<b>100</b>

# CITY OF SASKATOON COUNCIL POLICY

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## Appendix D – Criteria for Gardens on Vacant Lots

1. Any vacant lot within the VLAR boundary is eligible for incentives, although vacant lots within agricultural (AG) districts are excluded.
2. To be eligible for the incentive, a minimum of 50% of the lot, or 100m<sup>2</sup>, whichever is smaller, must be used as garden space.
3. Trees on the site are not permitted to be cut down or pruned beyond a reasonable level.
4. The garden must be maintained in a safe and orderly manner, and all noxious weeds must be controlled.
5. The garden must not generate odour, dust, drainage impacts, or noise that may impact neighbouring properties or the right of way.
6. Accessory buildings greater than 10m<sup>2</sup> in total are not permitted on the site of a garden in a residential area. Compost bins, low hoop houses, and one garden shed (less than 10m<sup>2</sup>) are permitted. Any temporary structures such as low hoop houses or cold frames, which are used for the extension of the growing season, will not be considered accessory buildings provided they are less than 1.5m in height.
7. Any temporary structures on non-residential sites, such as hoop houses or greenhouses, will be considered accessory buildings if they are larger than 10m<sup>2</sup>. These accessory buildings may require seasonal building permits.
8. Compost must only consist of plant-based material, and compost bins must not cause any odour or visual impact.
9. Property owners are responsible to ensure that the land is suitable for gardening. Contaminated sites are not to be used for gardens, unless raised beds with clean soil are used.
10. If the produce is to be sold or donated, the gardener(s) must abide by all health and safety regulations.

# CITY OF SASKATOON COUNCIL POLICY

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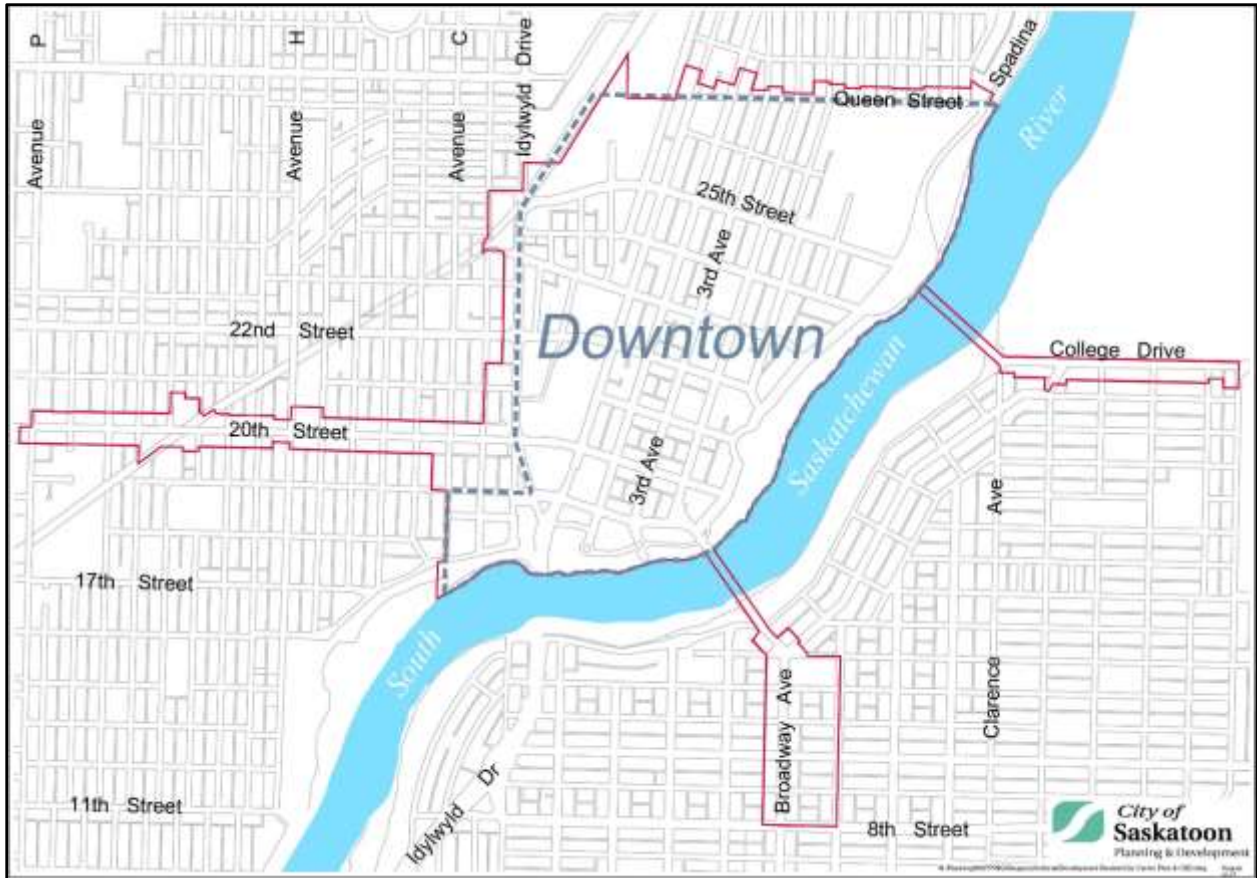
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11. Sales of garden produce are only permitted on-site from residential districts if they are sold by non-profit organizations in accordance with garage sale regulations. On-site sales are permitted in all non-residential districts.

### Downtown and City Centre Boundaries Map





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## **Servicing Agreement – Avenue L Holdings Inc.**

### **Recommendation**

That the Standing Policy Committee on Planning, Development and Community Services recommend to City Council:

1. That the Servicing Agreement with Avenue L Holdings Inc., for a portion of Avenue L South in the West Industrial Area to cover Lots 1-20, Block 12, Registered Plan No. F5554, be approved; and
2. That His Worship the Mayor and the City Clerk be authorized to execute the Agreement under the corporate seal.

### **Topic and Purpose**

This report is to obtain City Council approval to enter into a Servicing Agreement to assign responsibility for the construction and payment of various servicing items for residential property in the West Industrial Area adjacent to the King George neighbourhood.

### **Report Highlights**

The Administration is recommending that the Servicing Agreement with Avenue L Holdings Inc. (Attachment 1) be entered into, to cover the development of Lots 1 – 20, Block 12, Registered Plan No. F5554.

### **Strategic Goal**

The recommendations in this report support the Strategic Goal of Sustainable Growth as the development area is within a concept plan which was previously approved and supports the initiative of affordable housing and infill development.

### **Background**

The West Industrial Area concept plan was approved previously by City Council. When a developer within the area requests to extend City services, the City necessitates that a servicing agreement be entered into.

### **Report**

The Administration is recommending that an agreement be entered into with Avenue L Holdings Inc. to cover the development of Lots 1 – 20, Block 12, Registered Plan No. F5554, subject to the following, which includes both standard and non-standard clauses which are necessary due to the unique nature of the development, and have been agreed upon by the developer:

- A. Standard Items:
  1. That the prepaid service rates be such rates as the Council of the City of Saskatoon has in general force and effect for the 2016 season.

**B. Non-Standard Items:**

1. This agreement has been written to include two types of development. Within the development area a portion of the land is designated for marketable housing and a portion is designated for affordable housing. Offsite levies will be collected for the marketable housing lands only.

**Options to the Recommendation**

No other option, other than approval without conditions or denial, is available.

**Public and/or Stakeholder Involvement**

Public meetings were held at the time the concept plan for the area was undertaken.

**Communication Plan**

A communication plan was prepared and presented to City Council previously for the entire industrial area. If the start of construction impacts the adjacent owners or initiates renewed public interest, additional communications may be considered to address unanticipated or emerging needs.

**Financial Implications**

The funding for any construction that is the responsibility of the City of Saskatoon is self-supporting and approved in the Prepaid Capital Budget.

**Environmental Implications**

The recommendation will have negative land use and greenhouse gas emission implications associated with development of an infill site. The overall environmental impacts of developments have not been quantified at this time.

**Safety/Crime Prevention through Environmental Design (CPTED)**

A CPTED plan is not required for this construction as per Administration Policy A09-034.

**Other Considerations/Implications**

There are no policy or privacy implications or considerations.

**Due Date for Follow-up and/or Project Completion**

The project is expected to be completed to a road base level of structure during the 2017 construction year.

**Public Notice**

Public Notice, pursuant to Section 3 of Policy No. C01-021, Public Notice Policy, is not required

**Attachment**

1. Servicing Agreement – The City of Saskatoon and Avenue L Holdings Inc.

**Report Approval**

Written by: Daryl Schmidt, Land Development Manager  
Reviewed by: Celene Anger, Director of Construction & Design  
Approved by: Angela Gardiner, Acting General Manager, Transportation & Utilities Department

PDCS DS – Service Agreement - Avenue L Holdings Inc.

## Servicing Agreement

The effective date of this Agreement is \_\_\_\_\_, 2017.

Between:

**The City of Saskatoon**, a municipal corporation pursuant to the provisions of *The Cities Act*, S.S. 2002, Chapter C-11.1 (the "City")

- and -

**Avenue L Holdings Inc.**, a Saskatchewan corporation, carrying on business in the City of Saskatoon, in the Province of Saskatchewan (the "Developer")

Whereas the Developer has made application to the City for the redevelopment of municipal services, a copy of which is attached to this Agreement and marked as Schedule "A" (the "Plan");

Whereas the City requires as a condition of approval of the Plan that the Developer enter into an Agreement with the City respecting the installation and construction of certain services and other matters referred to in this Agreement; and

Whereas the City deems it advisable that the Development Area be developed as provided in this Agreement, and that the Developer and the City provide the facilities as set out in this Agreement.

Now therefore the City and the Developer agree as follows:

### **Part I Introduction**

#### **Plans of Proposed Development**

1. The Plan showing the proposed development of Lots 1-20, Block 12, Plan F5554, located in the City of Saskatoon, in the Province of Saskatchewan, in the Dominion of Canada, attached to this Agreement as Schedule "A" is made part of this Agreement.

## Definitions and Term

2. (1) Throughout this Agreement:
  - (a) "Development Area" means all that portion of the lands outlined in red on Schedule "A", consisting of approximately 152.4 metres of frontage and .459 hectares in area, being those lands which, have been approved for development;
  - (b) "Area I" means all that portion of the lands outlined in blue designated for marketable housing as defined by the City of Saskatoon consisting of 38.1 metres of frontage and .115 hectares in area;
  - (c) "Area II" means all that portion of the lands outlined in green designated for affordable housing as defined by the City of Saskatoon consisting of 114.3 metres of frontage and .344 hectares in area; and
  - (d) "Manager" means the General Manager of the City's Transportation & Utilities Department.
- (2) The term of this Agreement shall be two years commencing on the effective date and ending on the day two years from the effective date (the "Term").

## Part II Off-Site Servicing

3. Upon the execution of this Agreement the City shall within a reasonable time, and in coordination with the Developer's various stages of service construction, cause the Development Area to be improved and benefited by the supply, placement, installation, construction, use and enjoyment of the following services:
  - (a) Trunk Sewer Service;
  - (b) Primary Water Main Service;
  - (c) Arterial Road Service;
  - (d) Parks and Recreation Service;
  - (e) Street Lighting Service;
  - (f) Inspection Service;
  - (g) Prepaid Extended Maintenance Service; and

## (h) Servicing Agreement Service.

The City warrants that all such services shall be of a size and capacity sufficient to satisfy the servicing requirements of any and all permitted uses to be situated within the Development Area.

**Levies Payable by the Developer**

4. (1) In consideration of the City providing the various services upon and in relation to Area I and Area II as specified in Section 3, the Developer shall pay to the City the following fees, levies and other charges calculated in accordance with and at the rates described in Schedule "B":

	<u>Area I</u>	<u>Area II</u>
(a) Trunk Sewer Levy;		-
(b) Primary Water Main Levy;		-
(c) Arterial Road Levy;		-
(d) Parks and Recreation Levy;		-
(e) Street Lighting Charge;		Street Lighting Charge;
(f) Inspection Levy;		Inspection Levy;
(g) Prepaid Extended Maintenance Fee;		Prepaid Extended Maintenance Fee;
(h) Servicing Agreement Fee;		-

(collectively the "Development Charges").

- (2) The Developer shall pay to the City the Development Charges as follows:
- (a) within 21 calendar days after the execution of this Agreement, the Developer shall pay to the City 25% of all the Development Charges with the balance of the Development Charges being due and payable in three equal installments upon October 31, 2017, February 28, 2018 and June 30, 2018;
  - (b) the Developer acknowledges that the Development Charges will be subject to such rates as the Council of The City of Saskatoon has



established and has in general force and effect for the 2016 construction season; and

- (c) the Developer further acknowledges that should any of the Area II lands be converted from affordable housing to marketable housing within 10 years of the original designation of affordable housing the fees levies and other charges as noted within Clause 4(1) for the Trunk Sewer Levy, Primary Watermain Levy, Arterial Road Levy and Parks and Recreation Levy shall be due and payable immediately upon all of the Area II lands at the rates approved by the Council of the City of Saskatoon at that time.

### **Payment Dates and Interest**

- 5. (1) All of the Development Charges and other fees, levies and charges payable by the Developer to the City pursuant to this Agreement shall be due and payable upon the various dates specified in this Agreement.
- (2) Should any amount or invoice not be paid at the times or within the period so specified, interest shall be payable at Royal Bank of Canada prime rate plus two (2%) percent per annum on all such overdue amounts. In addition to any other remedy which may be available to the City, should any amount invoiced to the Developer not be paid within the times specified, the City shall upon seven (7) days written notice to the Developer have the right to immediately stop construction until such amount or invoice has been paid.

### **Retroactive Charges**

- 6. The Developer acknowledges that this Agreement is retroactive in effect and all Development Charges and other levies, fees or charges provided for in this Agreement shall specifically apply to any lands developed or services provided before the execution of this Agreement.

### **Letter of Credit**

- 7. Upon the execution of this Agreement, the Developer shall deposit with the City Clerk, City of Saskatoon, a letter of credit ("Letter of Credit") in a form acceptable to the City Solicitor, City of Saskatoon, from a chartered bank carrying on business in the Province of Saskatchewan. The Letter of Credit shall be calculated in the amount of \$387,544 including an estimate for direct services in noted in Section 12, and shall secure the Developer's performance of the provisions of this Agreement. The Letter of Credit shall be irrevocable during the currency of this Agreement, but may be reduced from time to time in proportion to the amount of construction and

Development Charges paid. The Developer shall keep the Letter of Credit current until completion of all construction of services provided for in this Agreement and until the full payment of all Development Charges and all other levies, fees and charges have been received by the City.

### **Shallow Buried Utilities**

8. (1) The City agrees to make all necessary arrangements for the installation of street lighting facilities on streets within the Development Area in accordance with the City's standard specification for commercial development. Any deviation required by the Developer may result in additional charges.
- (2) The Developer shall have the responsibility to consult with the Saskatchewan Power Corporation, Saskatchewan Energy Corporation, the Saskatchewan Telecommunications Corporation and the Electric System Branch of the City of Saskatoon as to the timing and construction of utilities within the Development Area.

### **Maintenance in Accordance with *The Cities Act***

9. All services and other facilities supplied, placed, installed and constructed by the City pursuant to the provisions of this Agreement shall be maintained in keeping with the provisions of *The Cities Act*.

### **City's Indemnification**

10. The City will indemnify and save harmless the Developer with respect to any action commenced against the Developer as a result of any act or omission of the City upon or in relation to the City's obligations set out in this Agreement, including the acts or omissions of its officers, employees, servants or agents, or anyone for whom the City is responsible at law.

## **Part III Development Area Servicing**

### **Developer Servicing Responsibilities**

11. Except as herein expressly provided, the Developer agrees that development and servicing is its sole responsibility and it agrees to cause the Development Area to be serviced and developed by the supply, placement, installation, construction and maintenance of the following services:

- (a) Direct Services:
  - (i) Water mains;
  - (ii) Sanitary sewer mains;
  - (iii) Storm sewer mains;
  - (iv) Water and sewer service connections;
  - (v) Sidewalks and curbing;
  - (vi) Paved lanes;
  - (vii) Street cutting; and
  - (viii) Street paving.

(b) Fire Flow Levels:

The Developer shall provide a stamped and signed Certificate of Authenticity of the fire flow calculations within the Development Area. The City shall review the calculation and if the City considers it necessary, it shall inform the Developer of the requirement to implement any recommended remediation procedures. The Developer agrees to complete the recommended remediation procedures at its cost. The work shall be completed to the satisfaction of the Manager.

**Developer Warranties**

12. (1) All works constructed by the Developer pursuant to Subsection 12(a) of this Agreement on, in or under any street, avenue, lane, easement or other public place shall be the property of the City upon completion of construction. Such works shall be warranted and maintained by the Developer for the periods specified as follows:

Water Mains	2 years from the date of Construction Completion Certificate
Sanitary Sewer Mains	2 years from the date of Construction Completion Certificate
Storm Sewer Mains	2 years from the date of Construction Completion Certificate

Service Connections	2 years from the date of Construction Completion Certificate
Sidewalks and Curbs	2 years from the date of Construction Completion Certificate
Lane Paving	2 years from the date of Construction Completion Certificate
Street Paving	2 years from the date of Construction Completion Certificate
All others	2 years from the date of Construction

A Construction Completion Certificate shall be issued on completion and acceptance of each phase of work. The warranty periods as outlined in this Subsection shall apply notwithstanding the expiration of the Term of this Agreement.

- (2) The Developer shall put up such barricades, lights or other protection for persons and property as will adequately protect the public or any person in the neighbourhood and maintain same during the course of construction, and, upon the request of the Manager or the Saskatoon Police Service, shall improve or change same.
- (3) When the Developer has completed all of the storm sewers, sanitary sewers, waterworks, easement cutting, sidewalks and curbs and paving pursuant to any work done under Subsection 12(a), it may so notify the Manager, in writing, who shall within 15 days of such a notice, carry out the required inspection, and if the Manager is satisfied on inspection that the work is substantially complete and will not be materially affected by other work, he shall within 15 days issue a Construction Completion Certificate to that effect, and the maintenance period for the works included in the Certificate shall start on the day the Certificate is issued.
- (4) Upon completion and acceptance by the Manager as required in Subsection 13(3) hereof, the Developer shall carry out any work, by way of repair or replacement, as directed by the Manager, and which the Manager acting reasonably deems necessary to conform to the approved plans and specifications:
  - (a) after the issuance of the Construction Completion Certificate, the Developer shall be responsible for any and all repairs and replacement to any utilities and improvements which may become necessary up to the end of the maintenance periods set out in Subsection 13(1);
  - (b) if during the construction or maintenance period any material defects become apparent in any of the utilities or improvements installed or constructed by the Developer under this Agreement, and the Manager

- requires repairs or replacements to be done, the Developer shall be so notified, and within a reasonable time after said notice shall cause any repairs or replacements to be done, and if the Developer shall default, or any emergency exists, the City may complete the repairs or replacement and recover the reasonable cost thereof from the Developer;
- (c) the Developer shall be responsible for adjusting all hydrants and main valve boxes and all service valve boxes to the established grades as they are developed, until such time as the City issues the Construction Completion Certificates for the maintenance of streets and lanes; and
  - (d) the Developer agrees that maintenance is a continuous operation that must be carried on until the expiry date of the maintenance period for each and every utility, and that no releases from liability of any kind will be given until all repairs or replacements required by the Manager acting reasonably in his final inspection reports have been made. The final inspection reports shall be completed no later than 60 days prior to the end of the warranty period. A formal release will be issued upon correction of all deficiencies listed in the final inspection reports.
- (5) During the maintenance periods referred to in this Agreement and notwithstanding any other provisions to the contrary, in the case of an emergency involving the breakage of a waterline or the stoppage of a sewer line constructed by the Developer, the City may take such emergency repair measures as it deems necessary, through its officers, servants or agents, on its behalf, to prevent damage to property, and the reasonable costs of such repair work shall be payable by the Developer on demand.

### **Developer Covenants**

13. In relation to the development and servicing of the Development Area, the Developer agrees:
- (a) that all topsoil excavated from any streets, lanes, walkways and easements shall be stockpiled and used in the following order or priority:
    - (i) development of boulevards;
    - (ii) development of parks; and
    - (iii) allocation to lots or building sites requiring additional topsoil.

In no case shall any topsoil be removed from the Development Area without the express written permission of the Manager;

- (b) (i) to provide all utility, construction and service easements which may be required, at no cost to the City or any other utility agency or service, and to comply with the terms of any easement agreement entered into by the Developer with respect to such easements provided that such easements shall not materially adversely affect the development of the Development Area;
- (ii) to provide and register a utility easement plan if required by the Manager; and
- (iii) to provide for a covenant in all sale, ground lease or transfer agreements within the Development Area to the effect that the grades set on any such easements shall not be altered without the prior approval of the Manager, whose approval will not be unreasonably withheld;
- (c) to indemnify and save harmless the City with respect to any action commenced against the City as a result of any act or omission of the Developer in relation to the Developer's obligations set out in this Agreement, including the acts or omissions of its officers, employees, servants or agents, or anyone for whom the Developer is at law responsible;
- (d) that all work carried out by the Developer shall be designed and the works supervised by a qualified firm of consulting engineers retained by the Developer. Plans and specifications of design must be approved by the Manager acting reasonably, and all design and work carried out must conform to the current City of Saskatoon specifications as to material and construction practices for such services;
- (e) that the Developer shall obtain all approvals required by Saskatchewan Environment and Resource Management and the Saskatchewan Water Corporation, together with any other consent or approvals which may be required by law, copies of all such approvals shall be provided to the Manager;
- (f) to supply all necessary labour, material, equipment and to construct, provide and maintain all sanitary sewers complete with manholes and all other accessories throughout the Development Area;



- (g) to supply all necessary labour, material, equipment and to construct, provide and maintain all water mains, including valves, hydrants and all other accessories throughout the Development Area;
- (h) to supply all necessary labour, material, equipment and to construct, provide and maintain a storm water drainage system for the Development Area, including all storm sewer mains, piping, manholes, catch basins and other accessories;
- (i) to supply all necessary labour, materials, equipment, and to construct and provide all sidewalks and curbs throughout the Development Area;
- (j) to supply all necessary labour, materials, equipment, and to construct and pave all streets and lanes as required throughout the Development Area;
- (k) to provide the City with all such detailed plans, specifications, tests and records as the Manager may reasonably require both before and after construction. The "as built" plans shall be to the City's standard in size, scale and form and shall be on both mylar transparencies and digital copy;
- (l) to supply the City with proof of adequate commercial general liability insurance which includes a non-owned vehicle endorsement and vehicle liability insurance, minimum coverage to be as follows:

**Commercial General Liability Insurance which includes a non-owned vehicle endorsement:**

\$5,000,000.00 for each occurrence

**Vehicle Liability Insurance:**

\$5,000,000.00 for each occurrence

which coverage shall be maintained throughout the Term of this Agreement;

- (m) The Developer agrees to remove and sweep the accumulation of mud and dirt on all paved streets up to the issuance of the final acceptance certificate for paving within the Development Area.

### **Standard of Construction**

14. With respect to work undertaken by the Developer pursuant to Subsection 12(a), where for any reason the Manager requires construction by the Developer to be different from the City's standards, or different from the conditions of this Agreement, the Developer shall construct in accordance with the instructions of the Manager, but the City shall pay to the Developer any reasonable excess costs involved.

### **Changes in City Services**

15. In the event that the Developer requires changes in City services, other than those contemplated in this Agreement, same shall be provided at the expense of the Developer. Changes requested by the Developer shall be in writing addressed to the Manager.

## **Part IV General**

### **Approval for Installation of Services**

16. The City shall consider all applications for approval made by the Developer as are required respecting the development and servicing of the Development Area by the Developer. All approvals resulting from the applications shall be issued in the normal course and under usual conditions and in accordance with the City's standard specifications respecting the class of works in question.

### **Expeditious Construction**

17. All works required to be performed by this Agreement shall be carried out as expeditiously as time and construction conditions permit.

### **Assignment**

18. During the Term of this Agreement, the Developer shall not assign this Agreement without the prior express written consent of the City being first obtained, such consent shall not be unreasonably withheld or delayed by the City.

### **Dispute Resolution**

19. In the case of any dispute between the City and the Developer arising out of the performance of this Agreement, or afterwards as to any matter contained in this Agreement, either party shall be entitled to give to the other notice of such dispute and demand arbitration thereof. Such notice and demand being given, each party shall at once appoint an arbitrator and these shall jointly select a third. The decision of any two of the three arbitrators shall be final and binding upon the parties, who covenant that their dispute shall be so decided by arbitration alone, and not by recourse to any court or action of law. If the two arbitrators appointed by the parties do not agree upon a third, or a party who has been notified of a dispute fails to appoint an arbitrator, then the third arbitrator and/or the arbitrator to represent the party in default shall be appointed by a Judge of the Court of Queen's Bench at the Judicial Centre of Saskatoon. *The Arbitration Act, 1992* of the Province of Saskatchewan shall apply to any arbitration hereunder, and the costs of arbitration shall be apportioned equally between the parties hereto.

### **Applicable Law**

20. The laws of the Province of Saskatchewan shall apply and bind the parties in any and all questions pertaining to this Agreement.

### **Force and Effect**

21. This Agreement shall remain in full force and effect until such time as both the City and the Developer have fully completed their respective obligations hereunder, and, for greater certainty, until such time as all Development Charges, fees, levies and other charges payable by the Developer to the City pursuant to the terms of this Agreement have been paid.

### **Agreement Runs With the Land**

22. The Developer acknowledges and agrees that this Agreement runs with the land, and binds it, and subject to Section 22, its successors and permitted assigns; and, further, agrees that the City may elect, at its sole option, to register an Interest based on this Agreement against the property subject to this Agreement in the Land Titles Registry for Saskatchewan charging all those lands comprising the Development Area with the performance of this Agreement.

**Notices**

23. (1) Any notice or consent (including any invoice, statement, request or other communication) required or permitted to be given by any party to this Agreement to the other party shall be in writing and shall be delivered or sent by registered mail (except during a postal disruption or threatened postal disruption) or facsimile transmission, email or other electronic communication to the applicable address set forth below:

(a) in the case of Avenue L Holdings Inc. to:

Avenue L Holdings Inc.  
RR#4, Site 404, Comp 9  
Saskatoon, Saskatchewan  
S7K 3J7  
Attention: Shane Olson, President, Shercom Industries Inc.  
Facsimile: (306)-933-0660  
Email: Shercom@Sasktel.net

(b) in the case of the City to:

The City of Saskatoon  
c/o Office of the City Clerk  
222 3rd Avenue North  
Saskatoon, Saskatchewan  
S7K 0J5  
Attention: General Manager,  
Transportation & Utilities Department  
Facsimile: (306) 975-2784

- (2) Any notice delivered personally shall be deemed to have been validly and effectively given and received on the date of such delivery provided same is on a business day (Monday to Friday, other than a statutory holiday).
- (3) Any notice sent by registered mail shall be deemed to have been validly and effectively given and received on the fifth business day following the date of mailing.
- (4) Any notice sent by facsimile or email or other electronic communication shall be deemed to have been validly and effectively given and received on the business day next following the date on which it was sent (with confirmation of transmittal received).
- (5) Either party to this Agreement may, from time to time by notice given to the other party, change its address for service under this Agreement.

**Entire Agreement**

24. This Agreement constitutes the complete and exclusive statement of the Agreement between the parties, which supersedes all proposals, oral or written, and all other communications or representations between the parties, relating to the subject matter of this Agreement.

**Illegality**

25. If one or more of the phrases, sentences, clauses or articles contained in this Agreement is declared invalid by a final and unappealable order or decree of any court of competent jurisdiction, this Agreement shall be construed as if such phrase, sentence, clause or paragraph had not been inserted in this Agreement.

**Amendment**

26. This Agreement may be changed only by written amendment signed and sealed by authorized representatives of the parties.

**Headings**

27. The headings contained in this Agreement are inserted for convenience of reference only and are not to be considered when interpreting this Agreement.

**Covenants**

28. Each obligation of the City or of the Developer in this Agreement, even though not expressed as a covenant, is considered to be a covenant for all purposes.

**Time of Essence**

29. Time shall be of the essence of this Agreement and every part of this Agreement.

**Further Assurances**

30. The Developer and the City shall, at their own expense, promptly execute such further documentation to give effect to this Agreement as the Developer and the City, as the case may be, may reasonably require from time to time.

In Witness Whereof the parties hereto have hereunto affixed their corporate seals, duly attested by the hands of their proper officers in that behalf, as of the day and year first above written.

**The City of Saskatoon**

\_\_\_\_\_  
City Manager

c/s

\_\_\_\_\_  
City Clerk

**Avenue L Holdings Inc.**

\_\_\_\_\_  
\_\_\_\_\_  
c/s



SCHEDULE 'A'



## Schedule "B"

### Fees, Levies and Other Charges Applicable to the Development Area

The charges payable by the Developer to the City pursuant to Section 4 hereof shall be calculated in accordance with the rates as the Council of The City of Saskatoon has established and are in general force and effect for the 2016 construction season as follows:

(a) Trunk Sewer Levy .....	\$ 855.65 per front metre;
(b) Primary Water Main Levy .....	\$ 154.90 per front metre;
(c) Arterial Road Levy .....	\$ 567.75 per front metre;
(d) Parks and Recreation Levy .....	\$ 407.00 per front metre;
(f) Street Lighting Charge .....	\$ 90.95 per front metre;
(g) Inspection Levy .....	\$ 19.95 per front metre;
(h) Prepaid Extended Maintenance Charge.....	\$ 17.25 per front metre;
(i) Servicing Agreement Fee .....	\$2,510.00 per Agreement.

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## Fire Services Service Level

### Recommendation

That the Standing Policy Committee on Planning, Development and Community Services recommend to City Council:

1. That the current service level for the Fire and Rescue Operational Response in relation to NFPA 1710 service line be maintained and approved;
2. That the current service level for Fire Prevention be referred by Committee to City Council budget deliberations for consideration of a phased in increase of Fire Inspector staffing levels; and
3. That the current service level for Public Education and Community Relations be maintained and approved.

### Topic and Purpose

The purpose of this report is to provide information on the current service level provided under the Fire Services service line. The report also presents options should City Council wish to adjust service levels for 2018.

### Report Highlights

1. Fire Services service line delivers core emergency services to citizens around-the-clock, and consists of three main activities.
2. Options are presented to adjust the current service level, by increasing or decreasing the level of service provided and associated budget costs.

### Strategic Goals

This report supports the Strategic Goals of Quality of Life, Continuous Improvement, Asset and Financial Sustainability, and Sustainable Growth. Defined service levels ensure the City is making informed financial decisions and investing in services that matter to citizens. Work to define service levels and attach unit costs for informed decision making has been a priority of the Administration for the last three years as part of the Continuous Improvement Strategic Goal.

### Background

At the May 15, 2017, meeting of the Governance and Priorities Committee, the Administration committed to bring forward a series of service level documents on core services. Fire Services was identified as one of the core service lines to bring forward for consideration prior to the 2018 Business Plan and Budget deliberations.

This report supports the current service level template, approved on June 12, 2017, to ensure consistency among all service levels. The service level template communicates two key messages:

1. Information for citizens, Committees, and City Council about “what we do”, “why we do it”, and “how much it costs” for each service line.
2. Viable options to the current state of service levels, entitled “what else is possible”.

Moving to defined service levels supports Service Saskatoon by focusing on citizen-centric service and clearly defining “what you can expect from us”. It also supports the shift to multi-year budgeting by having well understood service levels and costs to ensure accurate budgeting in the future.

### Report

#### Fire Services Current Service Level

The Saskatoon Fire Department (SFD) manages the entire Fire Services service line, which is a core function of the City. Municipal governance, public safety needs, and best industry practices set by the National Fire Protection Association (NFPA) and Occupational Health and Safety, shape the level of service provided by Fire Services.

The SFD includes a total of 334 specially trained staff to support and provide 24-hour fire and special emergency response in conjunction with an Emergency telephone and dispatch system. It also focuses on preventing emergencies and reducing the loss of life and property, through education, engagement, and extensive inspection and enforcement programs. The SFD provides community-focused services to create a safe and comfortable environment for the residents of Saskatoon.

Currently, the Fire Services service line consists of three main activities:

- Fire and Special Rescue Operations
- Prevention, Inspection, and Investigations
- Public Education and Community Engagement

Attachment 1 provides additional detail on each activity’s guiding service attributes and customer values, intended outcomes, and customer performance measures. Supporting information explains each activity in more detail, including order of priority for responding to complaints and conducting inspections. The activity cost to provide the current level of service, and estimated unit costs are included as a base for making informed future decisions.

#### Municipal Benchmarking Network Canada (MBNCanada)

MBNCanada’s 2015 Performance Measure Report includes data from 15 municipalities from across Canada<sup>1</sup>. The Fire Services Area provides information on six metrics in its public report. The cost metric reported is “Total Fire Cost per Staffed In-Service Vehicle Hour”, which refers to staffed vehicles available to respond to emergency calls. In 2015, nine municipalities reported on fire service metrics resulting in an average total cost of \$297/hr. The City’s total fire cost per staffed in-service vehicle hours was right on par at \$297/hr. The difference between the City’s cost and that of the municipalities within the MBNCanada metric can in part be attributed to the costing formula for

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<sup>1</sup> Calgary, Winnipeg, Thunder Bay, Windsor, London, Hamilton, Waterloo, Toronto, Ottawa, Montreal, Halifax; as well as the Region of Durham, York, Halton, and Niagara.

reporting<sup>2</sup>. A common performance measure in MBNCanada is Fire Station Notification Response Time 90th Percentile (min:sec). In 2015, the median was 6:37 and the SFD responds within 6 minutes and 17 seconds, ranking 4<sup>th</sup> out of nine cities.

### Service Level Improvements and Adjustment Options

In March 2014, the SFD undertook one of the first programs that addressed the City of Saskatoon's continuous improvement strategy. Continuous improvement initiatives were developed after conducting a thorough review of the department. Examples of improvements include:

- Deployment analysis for fire station placement resulting in significant savings.
- Recommended fees for service.
- Detailed service and program reviews in 2015 and 2016 that identified efficiencies and service improvements found in: staff allocation, revision of training and specialty programs, and response configuration.
- In 2016, a Fire Prevention Internal Process Review resulted in prioritized property complaints and a pilot project for long grass and weeds.

This experience gained within the Fire Department has helped increase understanding and ownership for continuous improvement within the corporation, and intends to continue to evaluate and deliver an efficient, safe, and best practice service level.

Attachment 1 provides options to adjust the Fire Services service level and budget if interest exists. Option scenarios include status quo, and those that increase or decrease the current service level to varying degrees. Four option scenarios include:

1. Status Quo
  - Impact and Risk: None. No change in service delivery or current budget.

Options to reduce the service level include:

2. A reduction in current service level for Community Engagement
  - Impact: Reduction in the overall cost of the service line.
  - Risk: Contrary to current citizen expectations by reducing the Fire Departments community engagement at public events.

Options to increase the service level include:

3. An increase in building inspections completed with more resources to meet the demand. An additional inspector that is assigned solely to fire building inspections is estimated to increase building inspections completed by 14%.
4. An increase in fully trained staffing at the technical level for special rescue.
  - Impact: Service improvements within this service line generally support emergency response and safety of citizens.
  - Risk: Budget increases would be required to support improvements.

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<sup>2</sup> Detailed costing formulas for MBNCanada metrics are only available to members of the organization.

### **Options to the Recommendation**

The Standing Policy Committee on Planning, Development and Community Services may direct the Administration to investigate further options to reduce or increase the Fire Services service level and budget prior to making a recommendation to City Council for the 2018 Business Plan and Budget deliberations.

### **Communication Plan**

The approved service levels will be communicated using the Service Saskatoon citizen centric simple language model so citizens know what services they can expect. Service Levels provide an opportunity for the public to learn more about the City's operations and the costs to deliver the services, enabling them to provide feedback and input into how the City can deliver services more efficiently.

### **Financial Implications**

Depending on which service level option is selected for 2018, a change in funding may be required as per the options outlined in Attachment 1.

### **Other Considerations/Implications**

There are no policy, public and/or stakeholder involvement, privacy, environmental, or CPTED implications or considerations.

### **Due Date for Follow-up**

A follow-up report summarizing the outcomes of all core service level decisions will be presented to City Council during the 2018 budget deliberations.

### **Public Notice**

Public Notice pursuant to Section 3 of Policy No. C01-021, Public Notice Policy, is not required.

### **Attachments**

1. Attachment 1 - Service Level for Fire Services

### **Report Approval**

Written by: Anthony Tataryn, Assistant Chief Staff Development and Safety,  
Saskatoon Fire Department  
Jen Felske, Performance Improvement Coordinator, Employee  
Experience & Performance  
Reviewed by: Morgan Hackl, Fire Chief, Saskatoon Fire Department  
Approved by: Murray Totland, City Manager



## Service Level for Fire Services

### Scope

Service Level (SL) documents are prepared to allow citizens of the City of Saskatoon (City) to review and understand the services *currently* provided. This document includes activities completed under the Fire Services budgeted service line. This service may be completed by various divisions in the City.

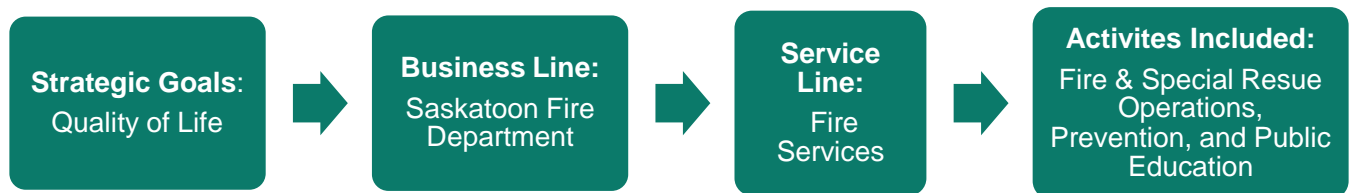
### Service Overview - what we do

The Saskatoon Fire Department (SFD) manages the Fire Service line, which includes a total of 334 staff trained to support and provide 24-hour emergency response service. This provides residents of Saskatoon an emergency services delivery system consisting of a wide range of components, for the purpose of preventing emergencies and reducing the loss of life and property.

The SFD responds to and mitigates emergencies involving the rescue of persons, incidents of fire, unplanned releases of hazardous materials (HazMat), and pre-hospital emergency medical incidents. The SFD also protects the city's tax base through extensive inspection, prevention and enforcement programs. The SFD services are guided by numerous National Fire Protection Association (NFPA) standards, among other acts and bylaws, to ensure safe, efficient, and quality service is provided to keep our city safe.

### Purpose - why we do it

The Saskatoon Fire Department provides community-based, citizen-focused Fire Services to create a safe and comfortable environment for the residents of Saskatoon.



Activities within Service Line	Service Attributes and Customer Values	Service Level Outcomes	Customer Performance Measures
<b>1. Fire and Special Rescue Operations</b>	Safety Responsiveness Efficiency Reliability Quality	<p>Firefighters respond to all fire emergencies and emergencies requiring specialized training, such as Emergency Medical Care, Water, HazMat, and Technical rescue.</p> <p>Equipment, apparatus, and Fire Stations are maintained to ensure operational staff are equipped for responses.</p> <p>Citizen emergency calls are handled promptly and either redirected or responded to appropriately.</p>	<ul style="list-style-type: none"> <li>• Emergency response is available 24 hrs/day, 365 days/yr</li> <li>• NFPA 1710 standard outlines the following total response time of 6 minutes and 20 seconds:                             <ul style="list-style-type: none"> <li>○ Crews are dispatched within 1 minute of incoming call</li> <li>○ Fire crews leave station within 80 seconds</li> <li>○ 4 minute travel time</li> </ul> </li> <li>• Responders are certified and trained to national standards, to ensure quality and efficient service</li> <li>• Appropriate tools, equipment and apparatus are maintained to provide reliable service</li> </ul>
<b>2. Prevention, Inspections &amp; Investigations</b>	Safety Quality Reliability Affordability Responsiveness	<p>Preventative fire building inspections and property maintenance inspections result in reduced risk of incidents.</p> <p>Cause of fire incident is determined in a timely manner through investigation.</p>	<ul style="list-style-type: none"> <li>• Fire building inspections are conducted on commercial and multi-residential buildings on an annual or semi-annual schedule to ensure fire safety and reliability of buildings.</li> <li>• Property maintenance complaints are followed up within the target number of days from being received, based on priority:                             <ul style="list-style-type: none"> <li>Priority 1: 7 days</li> <li>Priority 2: 30-180 days</li> <li>Priority 3: 90-365 days</li> </ul> </li> <li>• Current ratio is 4.5 inspectors per 100,000 population</li> <li>• Future measure of inspectors per square meter of building and district population will be determined, as more data becomes available</li> </ul>
<b>3. Public Education and Community Relations</b>	Quantity Quality Professionalism Accessibility Reliability	<p>Educates citizens and businesses on how to stay safe at home, in vehicles, and in the community.</p> <p>Maintain positive community relationships through Fire Safety Presentations, Fire Station tours, and working with community groups.</p>	<ul style="list-style-type: none"> <li>• Feedback from community partners has indicated that focused public education in schools and in the community show a positive effect for citizen safety.</li> <li>• Future measure on # of people engaged and educated per prevention program will be communicated, as more data becomes available</li> </ul>

\*A common performance measure in Municipal Benchmarking Network Canada (MBNCanada) is Fire Station Notification Response Time 90<sup>th</sup> Percentile (min:sec), or 90% of the time. In 2015, the median was 6:37, ranging from 5:29 (Calgary) to 7:21 (Windsor). The SFD responds to fire related emergencies within 6 minutes and 17 seconds, 90% of the time. This ranks Saskatoon 4th among the 9 cities measured.

### Resource Allocation – what does it cost

The total cost of service line:

Service Line	Number of Activities	2016 Budgeted Cost to Deliver Service	2016 Actual Cost to Deliver Service	Variance in 2016
<b>Fire Services</b>	3	\$46,885,200	\$46,738,562	\$146,637

*Note: The previous 3 year trend is unfavorable; therefore, the favorable variance in 2016 is not an accurate indicator of any gap in funding levels.*

Cost to provide the three main activities in this service line, based on previous year:

Service Activity	Budgeted Cost per Activity	Actual Cost per Activity	Variance	Actual Cost per Unit
<b>1. Fire and Special Rescue Operations</b> <i>Unit: # square km =236.4</i> <i>Unit: # capita = 270,000</i>	\$44,726,788	\$44,592,800	\$133,988	\$188,630 per km <sup>2</sup> \$165 per capita
<b>2. Prevention, Inspections + Investigations</b>	\$1,891,017	\$1,862,635	\$28,382	\$7,880 per km <sup>2</sup> \$6.90 per capita
<b>3. Community Relations + Public Education</b>	\$267,393	\$283,126	\$(15,732)	\$1.05 per capita

\*MBNCanada does not publically report Fire Service cost metrics per capita or square kilometer for comparison with the above unit costs. However, one of the 6 metrics reported publically is “Total Fire Cost per Staffed In-Service Vehicle Hour” or sometimes referred to as Fire Truck Service Cost, which includes staffed vehicles available to respond to emergency calls. In 2015, 9 municipalities reported on this metric resulting in an average cost of \$297/hr. The SFD total cost per staffed in-service vehicle hours was right on par at \$297/hr, while other western cities with similar response models ranged from \$257/hr (Winnipeg) to \$317/hr (Calgary).

### Financial Assumptions

- Management, Administration and Building Maintenance Costs are prorated to each activity, based on activity cost prior to allocating these general expenses.
- Public education & Community Relations includes two dedicated FTE salaries, and does not include other staff who dedicate their time when available.

## Supporting Information – what exactly we do

### 1. Fire and Special Rescue Operations

This area includes Fire suppression, and special emergency programs such as Emergency Medical Care, Water, Hazardous Materials release, and Technical rescue. Dispatch is part of operations to ensure that quick and appropriate service is sent to the emergency site. Maintenance and strategic location of equipment and fire hall buildings is an equally critical task to ensure reliable and consistent timely response to all areas of the city.

Deployment and trained staffing levels is a major driver to the level of service provided, and is determined by probability of incident occurrence based on historical statistics, risk of danger, and consequence of negative outcome with a utilitarian perspective. Staff certification and training is a large component to ensuring quality response is delivered in special emergency services. National standards outline competency by the following three levels: 1) awareness, 2) operations, and 3) technician. Currently, SFD strives to *train* to the top technician level in all of its specialty programs. SFD *staffs* to an operational level, although technician level would be desirable for deployment capacity.



### 2. Prevention, Inspections and Investigations

Fire Prevention and Investigation Division focuses on building uses that offer a high potential for preventing unwanted ignition and elimination of hazardous conditions. SFD is mandated by specific bylaws, which the division delivers a number of programs to achieve. Programs that are paramount to this initiative include Safety and Property Maintenance, Fire Building Inspections, Fire Investigations, and Plan Reviews.

- SFD is responsible for handling all complaints related to the Property Maintenance and Nuisance Abatement Bylaw, with the objective of establishing minimum standards for buildings, structures, and yards to provide safe living conditions. Response to complaints are based on the priority level and date with which each are received, with Priority 1 complaints being the most urgent. Priority is assigned based on safety, potential to harm the public, cause damage to buildings, or nuisance:

- Priority 1 complaints are those that present a direct risk exposing the public to an unacceptable risk of injury, *i.e. Dangerous or sharp materials in yards, unstable buildings, chimney, fireplace, or smoke alarm in disrepair.*
- Priority 2 complaints are those that present a limited risk to an unacceptable risk of injury to persons, or related to a building exposed to an unacceptable risk to cause damage, *i.e. Rodents or insect infestation, water leaking/flooding, graffiti.*
- Priority 3 complaints are those that present a negligible risk to injury to persons or causing damage to a building, but otherwise create a nuisance, *i.e. junked vehicles, garbage and junk storage yard, fence in disrepair*
  - *Long grass and weeds* is being transitioned to Community Standards division as a pilot program
- Fire building inspections are conducted on all commercial and multi-residential building on an annual basis or semi-annual basis.
- Fire investigation, and determination of cause and origin of fires, is used to establish prevention priorities and provide information to the public and provincial authorities.

### 3. Public Education and Community Engagement

Public Education consists of fire and life safety presentations to schools, businesses, older adults and new immigrants, including fire station tours. FIRE Cadet and Remembering When are just a couple programs that SFD supports. Community Engagement encompasses school liaison activities, National Aboriginal Day, Pow wows, and fundraising events like Light the Night Walk. Truck requests at parades and festivals, such as Canada Day, are also common engagement activities.

### Constraints

Risk factors that impact the ability to deliver a service:

- Increase in unique calls (i.e. white powder) and emergencies
- Availability of trained staff to provide specialized emergency responses
- Appropriate placement of Fire Stations to ensure prompt response to emergency
- Availability and quality of equipment and apparatus
- Availability of special training facilities and contractors

Bylaws that dictate a required level of service:

- Fire and Protective Services Bylaw
- Property Maintenance and Nuisance Abatement Bylaw
- Underground Encroachment and Sidewalk Safety Bylaw
- Transportation of Dangerous Goods Bylaw
- Private Swimming Pools Bylaw
- Saskatoon Fire Bylaw 7990



### Supporting References

The Saskatoon Fire Department maintains substantial compliance with the following National Fire Protection Association (NFPA) Standards. Training, competencies, location deployment, and staffing levels are based on the governing bodies:

- Fire Standards: Fire Fighter Level 1 & 2 (1001/1002), Fire Officer Level 1 & 2 (1021), Hazmat (472), certifications for all rescue practices (1670, 1006), Standard on Apparatus Repair + Maintenance (1911, 1915), Standard on Turnout Gear (1971)
- Special Rescue Training Standards: International Trauma Life Support (ITLS) course certifications, cardiopulmonary resuscitation (CPR) and automated external defibrillator (AED), Surface water rescue and Canadian lifesaving rescue certificate, Public safety dive certification from Emergency Response Diving International, National Occupational Competency Profile (NOCP) standards on Primary Care Paramedic (PCP) and Emergency Medical Service (EMS), Saskatchewan College of Paramedics governing EMS
- Saskatoon Health Region (SHR) tiered response agreement and partnership
- Service Agreements with surrounding communities
- The Fire Safety Act, The Emergency Planning Act, and The Cities Act



### Optional Service Levels - what else is possible

The table below provides service level options and associated costs should there be a need or desire to adjust the current level of service. All costing information presented is estimated based on data from previous year (2016). Options include:

No.	Service Level Option	Change in Service Level	Service Line Budget 2016	Est. Annual Cost	Overall Funding Result
1	<b>Status Quo</b>	<ul style="list-style-type: none"> <li>No change</li> </ul>	\$46,885,200	\$46,885,200	<b>\$0</b>
2	<b>Reduce Service level: Community Relations</b>	<ul style="list-style-type: none"> <li>Reduce or eliminate community engagement, but continue public education</li> <li>Fire fighters time, that is currently spent helping Community Relations Coordinators when available, would be distributed back to Operations training</li> <li>Contrary to current citizen expectations of Fire's community engagement</li> </ul>	\$46,885,200	\$46,877,200	<p><u>Estimated Savings:</u></p> <ul style="list-style-type: none"> <li>Promotional materials: \$3,000</li> <li>Overtime costs: \$5,000</li> </ul> <p><b>Total Option Saving: \$8,000</b></p>
3	<b>Increase Service Level: Fire Building Inspections</b>	<ul style="list-style-type: none"> <li>SFD is mandated to provide building inspections to ensure buildings and facilities are safe for operations, citizen's health, and are constructed to meet minimum fire resistant and prevention standards.</li> <li>Completed building inspections reduces the risk in number and size of fires, improves building safety and reliability in our community, and therefore increases level of service.</li> <li>Fire inspectors handle property maintenance complaints and fire building inspections. Priority 1 <i>property maintenance complaints</i> are completed first due to life safety, leaving a backlog of mandated <i>building inspections</i>.</li> <li>An additional inspector assigned strictly to <i>fire building inspections</i> will result in approximately a 14% increase in completed building inspections.</li> </ul>	\$46,885,200	\$47,010,200	<p><b>Addition of:</b></p> <ul style="list-style-type: none"> <li>\$125,000 for an FTE dedicated to fire building inspections in 2018, to achieve a 14% increase per year in completed building inspections, required to meet mandated inspection schedule</li> <li>Additional resources would be required in future years to reach 100% completion of building inspections                             <ul style="list-style-type: none"> <li>2019 a second inspector to increase an additional 14% of annual building inspections</li> <li>Evaluate performance for future FTE required</li> </ul> </li> </ul>

No.	Service Level Option	Change in Service Level	Service Line Budget 2016	Est. Annual Cost	Overall Funding Result
4	<b>Increase Service Level:</b> <i>Fire &amp; Special Rescue Operations</i>	<ul style="list-style-type: none"> <li>• Currently, fully staffed at operation trained level</li> <li>• Increase in level of service to fully staff all special rescue programs at technical level</li> <li>• Improved quality of service due to quicker application of technical service</li> </ul>	\$46,885,200	\$46,981,200	Addition of: <ul style="list-style-type: none"> <li>• \$64,000 for Rescue minimal technical staffing levels</li> <li>• \$32,000 for Hazmat minimum technical staffing levels</li> </ul> <b>Total Option Addition: \$96,000</b>