



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

Monday, November 2, 2015, 9:00 a.m.

**Council Chamber, City Hall
Committee:**

**Councillor D. Hill (Chair), Councillor T. Davies (Vice-Chair), Councillor Z. Jeffries, Councillor P. Lorje,
Councillor T. Paulsen, His Worship Mayor D. Atchison (Ex-Officio)**

Pages

1. CALL TO ORDER

2. CONFIRMATION OF AGENDA

Recommendation

That the agenda be confirmed as presented.

3. DECLARATION OF PECUNIARY 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 October 5, 2015 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)

7. REPORTS FROM ADMINISTRATION

7.1 Delegated Authority Matters

7.1.1 Land Use Applications Received by the Community Services

8 - 23

Department For the Period Between September 17, 2015, to October 14, 2015 [File No. CK 4000-5, PL 4350-1, PL 4132, PL 4355-D, PL 4350, and PL 4300]

Recommendation

That the information be received.

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|--------------|---|----------------|
| 7.1.2 | Intent to Re-Write City of Saskatoon Building Bylaw No. 7306 [File No. CK 185-1 and PL 185-13] | 24 - 25 |
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Recommendation

That the information be received.

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| 7.1.3 | Approval for Advertising: Amendments to Zoning Bylaw No. 8770 to Permit Restaurants with Outdoor Seating in the M4 Zoning District - City Centre Plan Implementation [File No. CK 4350-015-005, x CK 4130-1 and PL 4130-22-8] | 26 - 32 |
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Recommendation

1. That the advertising, in respect to the proposed amendments to Zoning Bylaw No. 8770, be approved;
2. That the General Manager, Community Services Department, be requested to prepare the required notices for advertising the proposed amendments to Zoning Bylaw No. 8770; and
3. That the City Solicitor be requested to prepare the required bylaws to amend Zoning Bylaw No. 8770.

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| 7.1.4 | Approval for Advertising: Zoning Bylaw Text Amendment – B4MX Integrated Commercial Mixed-Use District [File No. CK 4350-015-006 and PL 4350-Z19/13] | 33 - 43 |
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Recommendation

1. That the advertising, in respect to the proposed amendment to Zoning Bylaw No. 8770, be approved;
2. That the General Manager, Community Services Department, be requested to prepare the required notices for advertising the proposed Zoning Bylaw No. 8770; and
3. That the City Solicitor be requested to prepare the required bylaw to amend Zoning Bylaw No. 8770.

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| 7.1.5 | Approval for Advertising: Zoning Bylaw Text Amendment – Garden and Garage Suites [File No. CK 4350-63 and PL 4305-Z30/15] | 44 - 54 |
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Recommendation

1. That the advertising, in respect to the proposed amendment to Zoning Bylaw No. 8770, be approved;
2. That the General Manager, Community Services Department, be requested to prepare the required notices for advertising the proposed amendments to Zoning Bylaw No. 8770; and
3. That the City Solicitor be requested to prepare the required bylaw to amend Zoning Bylaw No. 8770.

7.1.6 Request for Funding — 2016 Federation Internationale de Volleyball World League Event — Special Events Policy No. C03-007 [File No. CK 1870-15, RS. 1870-12-2] 55 - 71

Recommendation

1. That the Standing Policy Committee on Planning, Development and Community Services support, in principle, funding in the amount of \$50,000 to Sask Volleyball for the 2016 Federation Internationale de Volleyball World League event, subject to a complete Business Plan being submitted upon successful awarding of the bid to host this event; and
2. That the Administration, upon successful awarding of the bid and review of the Business Plan submission, submit a report to the Standing Policy Committee on Planning, Development and Community Services, for final approval of funding for this event.

7.1.7 Special Event Fund Management - Consultation Results and Draft Event Evaluation Rating Tool - Special Events Policy C03-007 [File No. CK 1870-15, CK 175-30 and RS 1870-12-2] 72 - 82

Recommendation

1. That the proposed criteria for the evaluation rating tool, the proposed revisions to the Special Events Policy No. C03-007, and the process for administering the funds be endorsed; and
2. That the Administration report back outlining the final policy revisions and evaluation rating tool metrics for City Council approval.

7.1.8 City of Saskatoon's Response to Syrian Refugee Crisis – Additional Information [File No. CK 100-21 and RS 100-1] 83 - 86

Recommendation

That the information be received.

- 7.1.9 Leisure Centre Quarterly Report [File No. CK 5500-1, x 430-34] 87 - 93**

Recommendation

That the information be received.

- 7.1.10 Naming Advisory Committee Report [File No. PL 4001-5-2, CK 6310-1] 94 - 97**

The Naming Advisory Committee has reviewed the report of the General Manager, Community Services Department on the above matter and submits the following recommendation.

Recommendation

That the name "Mack" be added to the Names Master List to be applied in the West Montgomery Neighbourhood.

7.2 Matters Requiring Direction

- 7.2.1 Funding for Major Festivals [File No. CK 1870-15 and RS 1870-2-1] 98 - 102**

Recommendation

That the report of the General Manager, Community Services Department, dated November 2, 2015, be forwarded to City Council for information.

- 7.2.2 2015 Prepaid Servicing Rates (Direct and Offsite) [File No. CK 4216-1 and TU 4216-1] 103 - 117**

Recommendation

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

1. That the 2015 Prepaid Service Rates be approved, as submitted under Attachment 1 of the November 2, 2015 report of the General Manager, Transportation & Utilities Department.

- 7.2.3 Selection of Developer for Pleasant Hill Village [File No. CK 4131-31, x 4215-1 and PL 951-22] 118 - 124**

Recommendation

That the Standing Policy Committee on Planning, Development

and Community Services recommend to City Council:

1. That the City Solicitor be requested to prepare the necessary documents to execute sales agreements with LeFevre & Company Property Agents Ltd. for the development of Parcels A, CC, and F at Pleasant Hill Village, and that His Worship the Mayor and the City Clerk be authorized to execute the agreement under the Corporate Seal.

7.2.4 Timing of Review of Infill Guidelines [File No. CK 4350-63 and PL 4350-28] 125 - 126

Recommendation

That the report of the General Manager, Community Services Department, dated November 2, 2015, be forwarded to City Council for information.

7.2.5 License Agreement Renewal – Shearwater River Cruises Ltd. [File No. CK 5520-10 and RS 5520-2] 127 - 129

Recommendation

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

1. That the agreement between the City of Saskatoon and Shearwater River Cruises Ltd. be approved, as outlined in the November 2, 2015 report of the General Manager, Community Services; and
2. That the City Solicitor be requested to prepare the appropriate agreement and that His Worship the Mayor and the City Clerk be authorized to execute the appropriate agreement under the Corporate Seal.

7.2.6 Reserve and Rate Sufficiency Review [File No. CK 4216-1 and RS 4216-1] 130 - 134

Recommendation

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

1. That the 2015 Parks and Recreation Levy component rate on residential lots be approved as follows:
 - a. Neighbourhood: \$260.30

District:	\$103.50
Multi-District:	\$ 31.90
	<u>\$395.70; and</u>

2. That the 2015 Community Centre Levy rates for each developing neighbourhood be approved, as outlined in the November 2, 2015 report of the General Manager, Community Services.

7.2.7 Recreation and Parks Master Plan – Implementation Plan [File No. CK 5500-1 and RS 5500-1] 135 - 165

Recommendation

That the report of the General Manager, Community Services Department, dated November 2, 2015, be forwarded to City Council for information.

7.2.8 Leisure Centre Market Research – Separate Pass for the Weight Room and Exercise Room [File No. CK 5500-1, x 1720-3 and 1720-5] 166 - 170

Recommendation

That the report of the General Manager, Community Services Department, dated November 2, 2015, be forwarded to City Council for information.

7.2.9 North Sector Plan – Employment Growth Area [File No. 4110-24 and PL 4134-3-1] 171 - 228

The Municipal Planning Commission has considered the September 29, 2015 report of the General Manager, Community Services Department regarding the above application and supports the recommendations outlined in the report.

The Administration will be providing a PowerPoint presentation on the above.

Recommendation

That the Standing Policy Committee on Planning, Development and Community Services recommend to City Council that the North Sector Plan – Employment Growth Area, as outlined in the September 29, 2015 report of the General Manager, Community Services Department, be approved.

7.2.10 Adult Service Licensing Bylaw – Adult Entertainment Venues [File No. CK 4350-25, PL 4350 and PL 4005-9-12] 229 - 231

Recommendation

That the report of the General Manager, Community Services Department, dated November 2, 2015, be forwarded to City Council for information.

- 7.2.11 Award of Contract – Detailed Design and Construction of Arbours and Seating Elements at 25th Street and Idylwyld Drive [File No. CK 6000-13 and PL 217-97]** 232 - 238

Recommendation

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

1. That the award of contract to fabARTS for work required for the detailed design and construction of five arbours and two seating elements at 25th Street and Idylwyld Drive for a total of \$120,000, plus GST, be approved; and
2. That the City Solicitor be requested to prepare the appropriate contract documents, and that His Worship the Mayor and the City Clerk be authorized to execute the agreement under the Corporate Seal.

- 7.2.12 Garbage and Debris Issues – Greenfield and Infill Development [File No. CK 4110-1, x 6315-1, PL 4350-63]** 239 - 248

Recommendation

That the Standing Policy Committee on Planning, Development and Community Services recommend to City Council that the report of the General Manager, Community Services Department, dated November 2, 2015, be received as information.

8. MOTIONS (notice previously given)
9. GIVING NOTICE
10. URGENT BUSINESS
11. IN CAMERA SESSION (If Required)
12. ADJOURNMENT

Land Use Applications Received by the Community Services Department For the Period Between September 17, 2015, to October 14, 2015

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 from the period between September 17, 2015, to October 14, 2015.

Report

Each month, land use applications within the city of Saskatoon 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. C01-02, is not required.

Attachment

1. Land Use Applications

Report Approval

Reviewed by: Alan Wallace, Director of Planning and Development

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

S/Reports/DS/2015/PDCS – Land Use Apps – November 2, 2015/ks

Land Use Applications Received by the Community Services Department For the Period Between September 17, 2015, to October 14, 2015

The following applications have been received and are being processed:

Condominium

- Application No. 15/15: 2809 Estey Drive (3-Unit Conversion)
Applicant: Webb Surveys for 101209364 Sask. Ltd.
Legal Description: Lot 1, Block 368, Plan No. G924
Current Zoning: B1
Neighbourhood: Nutana Park
Date Received: September 23, 2015

- Application No. 16/15: 130 Marlatte Crescent (34 Units)
Applicant: Webb Surveys for
Innovative Residential Investments Inc.
Legal Description: Parcel PP, Plan No. 102137633
Current Zoning: RMTN1
Neighbourhood: Evergreen
Date Received: October 5, 2015

Discretionary Use

- Application No. D11/15: 1134 Evergreen Boulevard
Applicant: Anjum Saeed
Legal Description: Lot 2, Block 644, Plan No. 102107562
Current Zoning: R1A
Proposed Use: Residential Care Home
Neighbourhood: Evergreen
Date Received: October 6, 2015

- Application No. D12/15: 109 – 810 Circle Drive East
Applicant: BVAH Restaurant Group Ltd.(Chad Zipchian)
Legal Description: Lot 13, Block 380, Plan Nos. 59S01096 and 81S05771
Current Zoning: IL1
Proposed Use: Restaurant/Pub
Neighbourhood: North Industrial
Date Received: October 9, 2015

Discretionary Use

- Application No. D13/15: 1037 Osler Street
Applicant: Laneway Suites
Legal Description: Lots 2, 3, and 43, Block 11, Plan Nos. F5527 and 101398833

Current Zoning: R2
Proposed Use: Garage Suite
Neighbourhood: Varsity View
Date Received: October 9, 2015

Rezoning

- Application No. Z28/15: Eaton Way/Newton Lane/Newton Way/Key Road and Rosewood Blvd East
Applicant: Casablanca Holdings for Arbutus Park Properties
Legal Description: Part of NW ¼ 17-36-4-W3M; Part of Parcel EE, Plan No. 102028586 in SW ¼ 17-36-4-W3M; and Part of SE ¼ 17-36-4-W3M

Current Zoning: FUD
Proposed Zoning: R1A, R1B, and RMTN
Neighbourhood: Rosewood
Date Received: September 30, 2015
- Application No. Z29/15: 227 Pinehouse Drive
Applicant: Glenko Properties Inc.
Legal Description: Lot 2, Block 911, Plan No. 79S39600
Current Zoning: B2 by Agreement
Proposed Zoning: Amendment to B2 by Agreement
Neighbourhood: Lawson Heights Suburban Centre
Date Received: October 5, 2015

Subdivision

- Application No. 59/15: Evergreen District Village – Phase 1
Applicant: Altus Geomatics for City of Saskatoon
Legal Description: Block A, Plan No. 66S18392
Current Zoning: RMTN1, B4A, B1B, and M2
Neighbourhood: Evergreen
Date Received: September 22, 2015
- Application No. 60/15: 315 Kloppenburg Link
Applicant: Altus Geomatics for 101255482 Sask. Ltd.
Legal Description: Parcel FF, Plan No. 102107562
Current Zoning: RMTN
Neighbourhood: Evergreen
Date Received: September 25, 2015

Subdivision

- Application No. 61/15: 1305/1307 Avenue D North
Applicant: Webb Surveys for 101221120 Sask. Ltd.
Legal Description: Lots 3 and 4, Block 13, Plan No. F5509; and
Lot 46, Block 13, Plan No. 101540966; and
Lot 49, Block 13, Plan No. 102159749

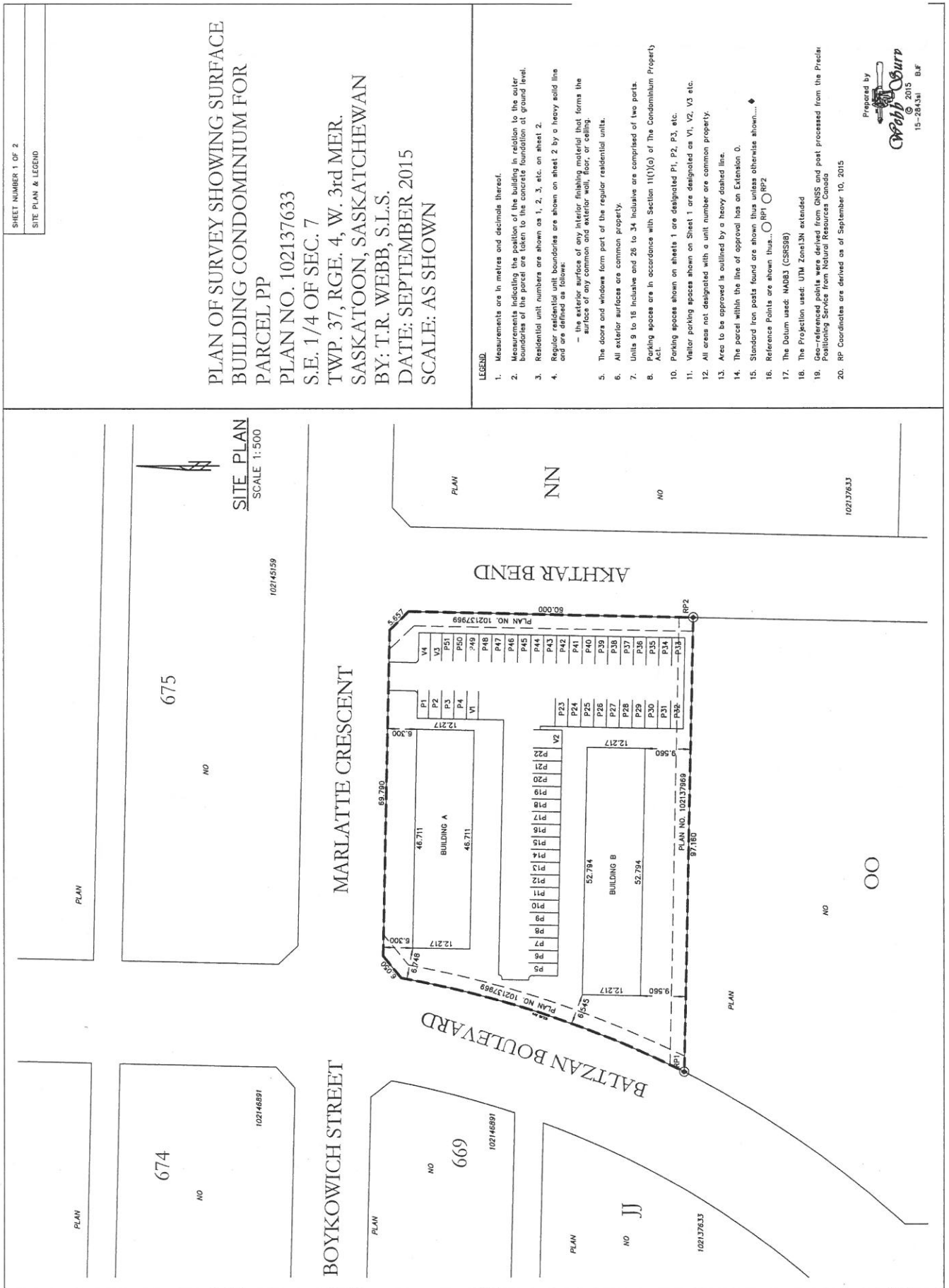
Current Zoning: R2
Neighbourhood: Mayfair
Date Received: September 29, 2015
- Application No. 62/15: Key Road/Stilling Lane/Chelsom Lane/
Farthing Way
Applicant: Casablanca Holdings for Arbutus Park Properties
Legal Description: Part of NW ¼ 17-36-4-W3M; Part of Parcel EE,
Plan No. 102028586 in SW ¼ 17-36-4-W3M; and
Part of SE ¼ 17-36-4-W3M

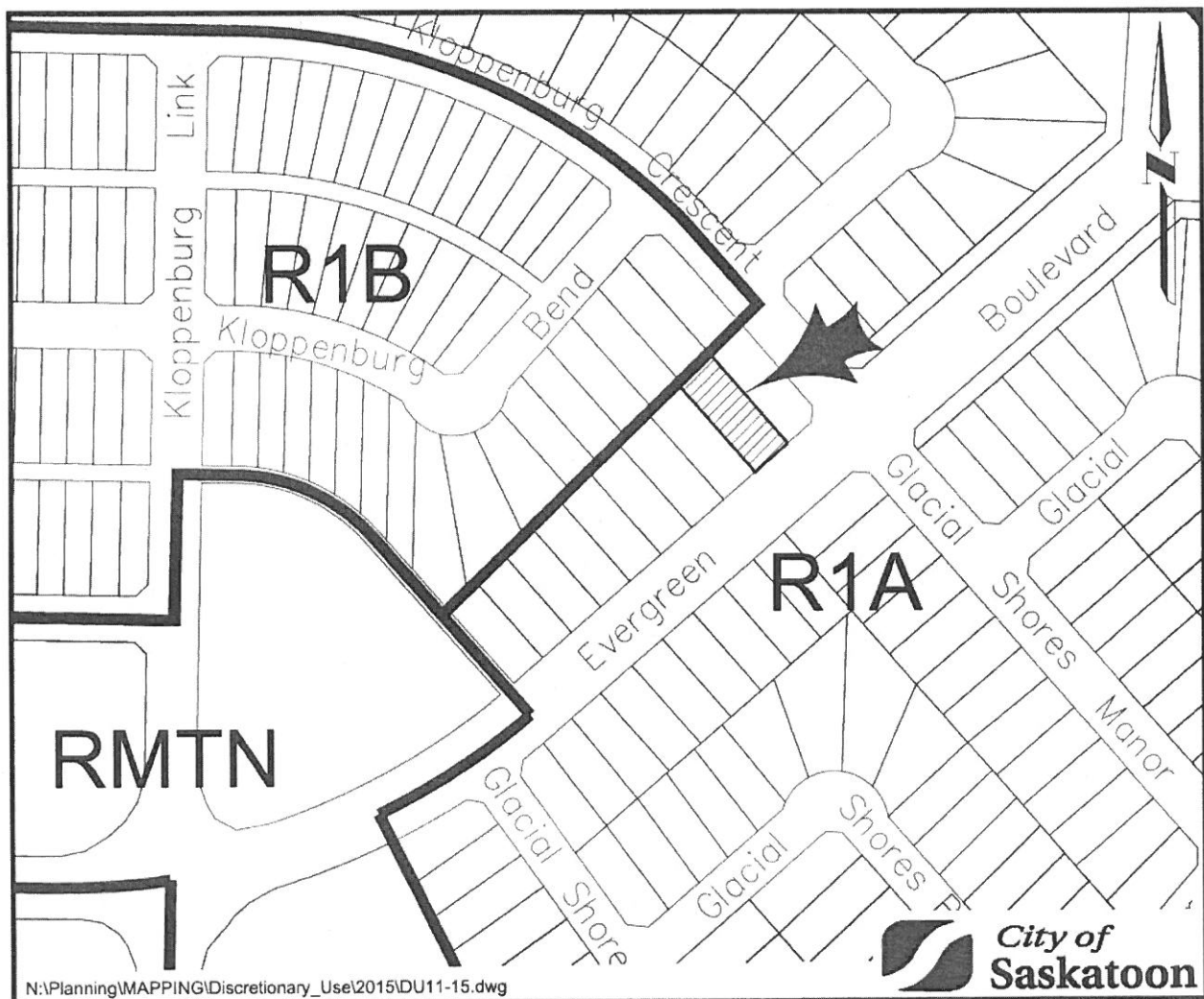
Current Zoning: FUD
Neighbourhood: Rosewood
Date Received: September 30, 2015
- Application No. 63/15: Eaton Way/Heidt Way/Newton Lane/
Rosewood Boulevard East
Applicant: Casablanca Holdings for Arbutus Park Properties
Legal Description: Part of NW ¼ 17-36-4-W3M; Part of Parcel EE,
Plan No. 102028586 in SW ¼ 17-36-4-W3M

Current Zoning: FUD
Neighbourhood: Rosewood
Date Received: September 30, 2015

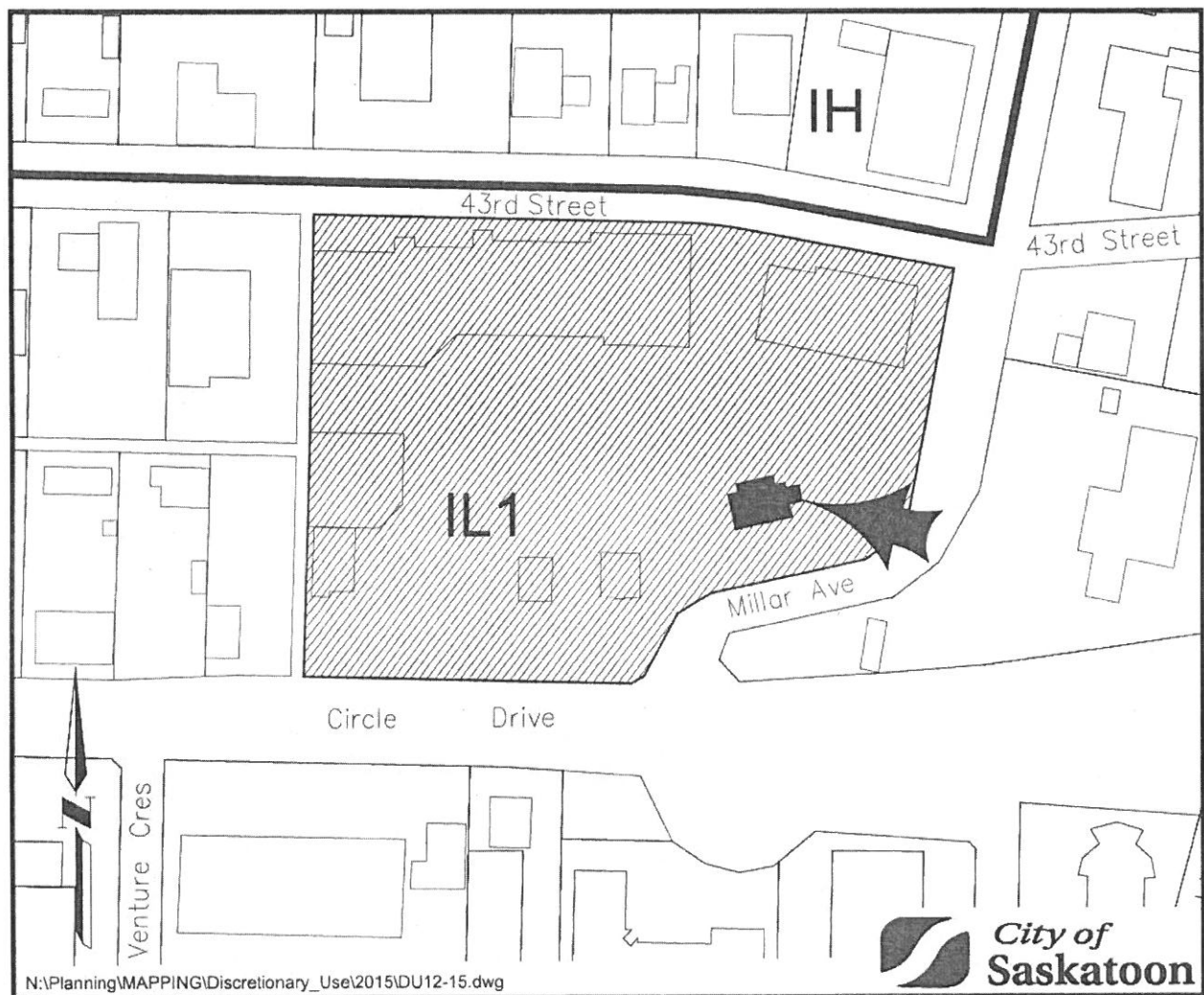
Attachments

1. Plan of Proposed Condominium No. 15/15
2. Plan of Proposed Condominium No. 16/15
3. Plan of Proposed Discretionary Use No. D11/15
4. Plan of Proposed Discretionary Use No. D12/15
5. Plan of Proposed Discretionary Use No. D13/15
6. Plan of Proposed Rezoning No. Z28/15
7. Plan of Proposed Rezoning No. Z29/15
8. Plan of Proposed Subdivision No. 59/15
9. Plan of Proposed Subdivision No. 60/15
10. Plan of Proposed Subdivision No. 61/15
11. Plan of Proposed Subdivision No. 62/15
12. Plan of Proposed Subdivision No. 63/15

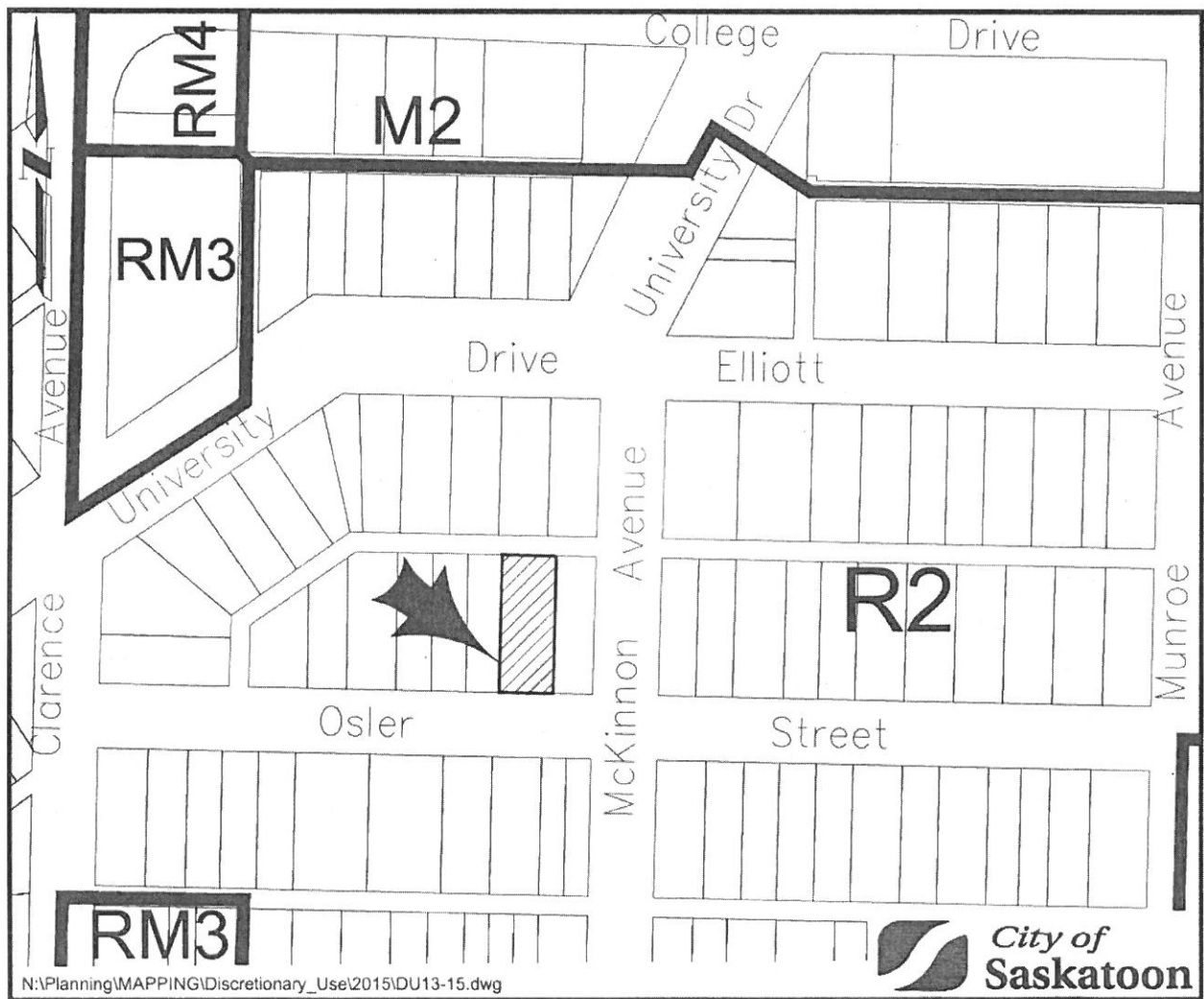




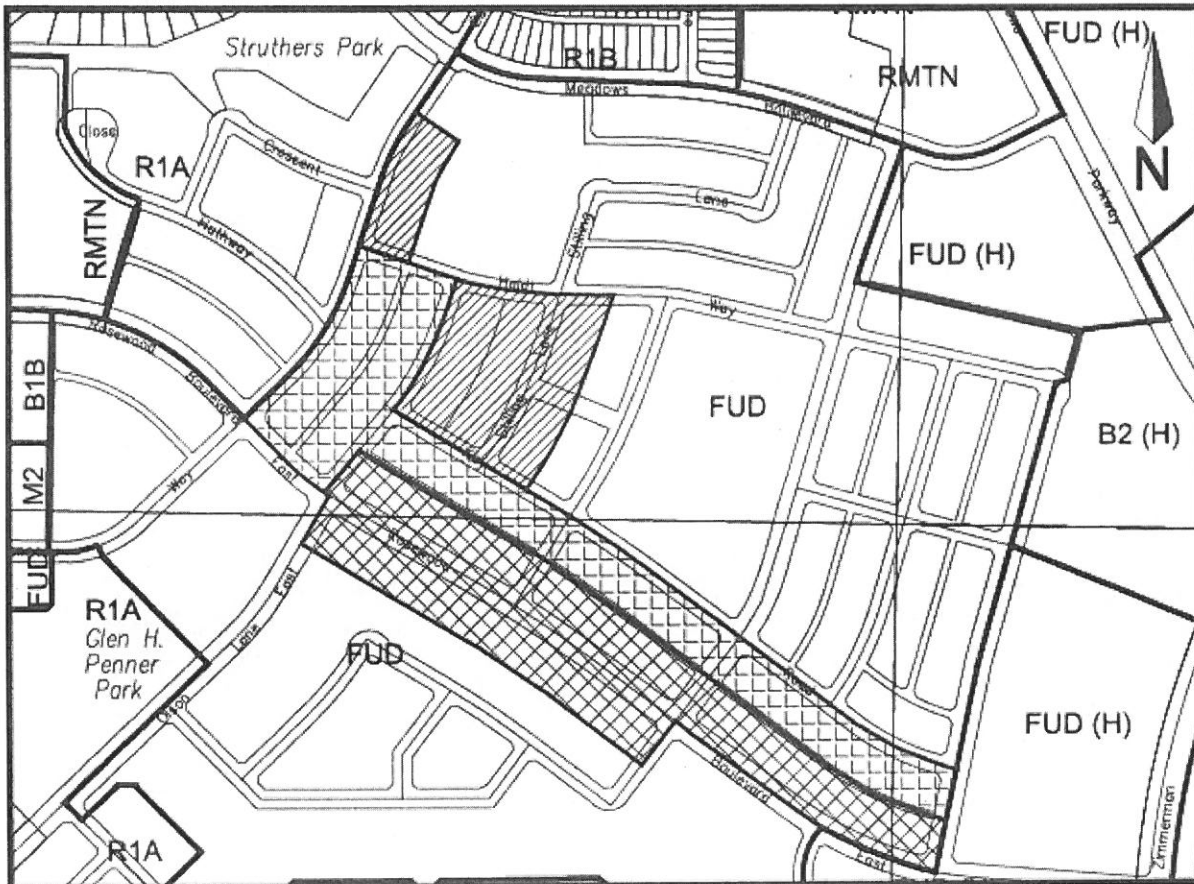
Proposed Discretionary Use No. D12/15



Plan of Proposed Discretionary Use No. D13/15



Proposed Rezoning Application No. Z28/15



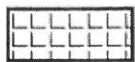
PROPOSED ZONING AMENDMENT



From FUD to R1A

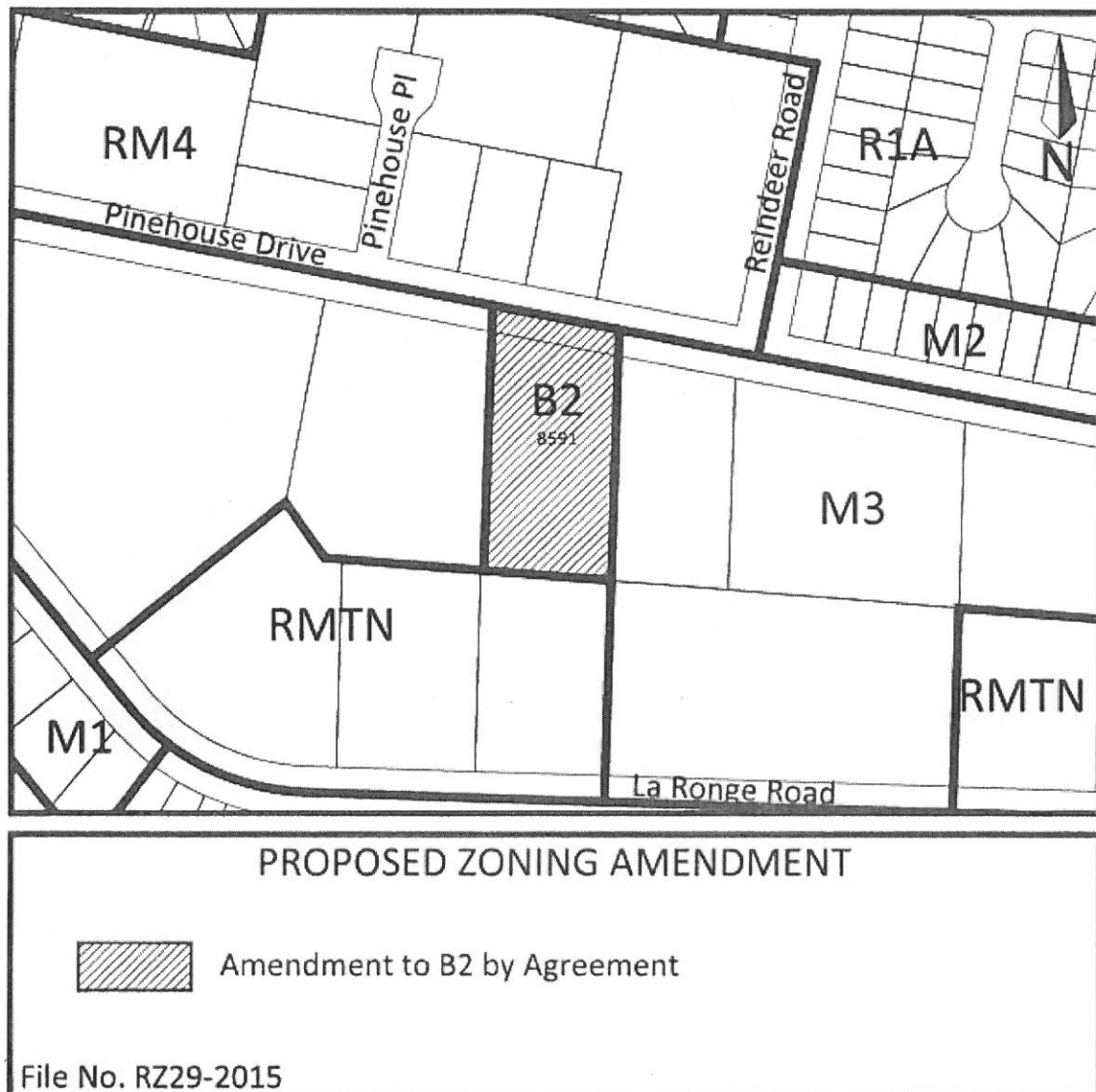


From FUD to RMTN



From FUD to R1B

File No. RZ28-2015



Project No. 166127

NOTES:

- Area to be subdivided is outlined with a bold dashed line and contains 153,964 m².
- Distances shown are horizontal at general ground level and are approximate.
- Utility lines are for reference only. Locations of lines may be revised by the responsible utility prior to occupation.
- Future Developments shown thus: ————
- 3m Saturated Water Easement shown thus: - - - - -
- 5m Joint Utility Easement shown thus: ~~~~~~
- 8m Joint Utility Easement shown thus: ~~~~~~
- 5m Joint Utility Easement shown thus: ~~~~~~
- 7m Joint Utility Easement shown thus: ~~~~~~
- 5m Power, Steam/Energy, Stack/Tall Show ~~~~~~
- 7m joint Utility Easement shown thus: ~~~~~~
- ~~~~~~ Secondary Street & Transmission Line
- ~~~~~~ Roadway
- ~~~~~~ Based on Engineering

Dated at Saskatoon in the Province of Saskatchewan this 30th day of July, 2015

Saskatchewan Land Surveyor

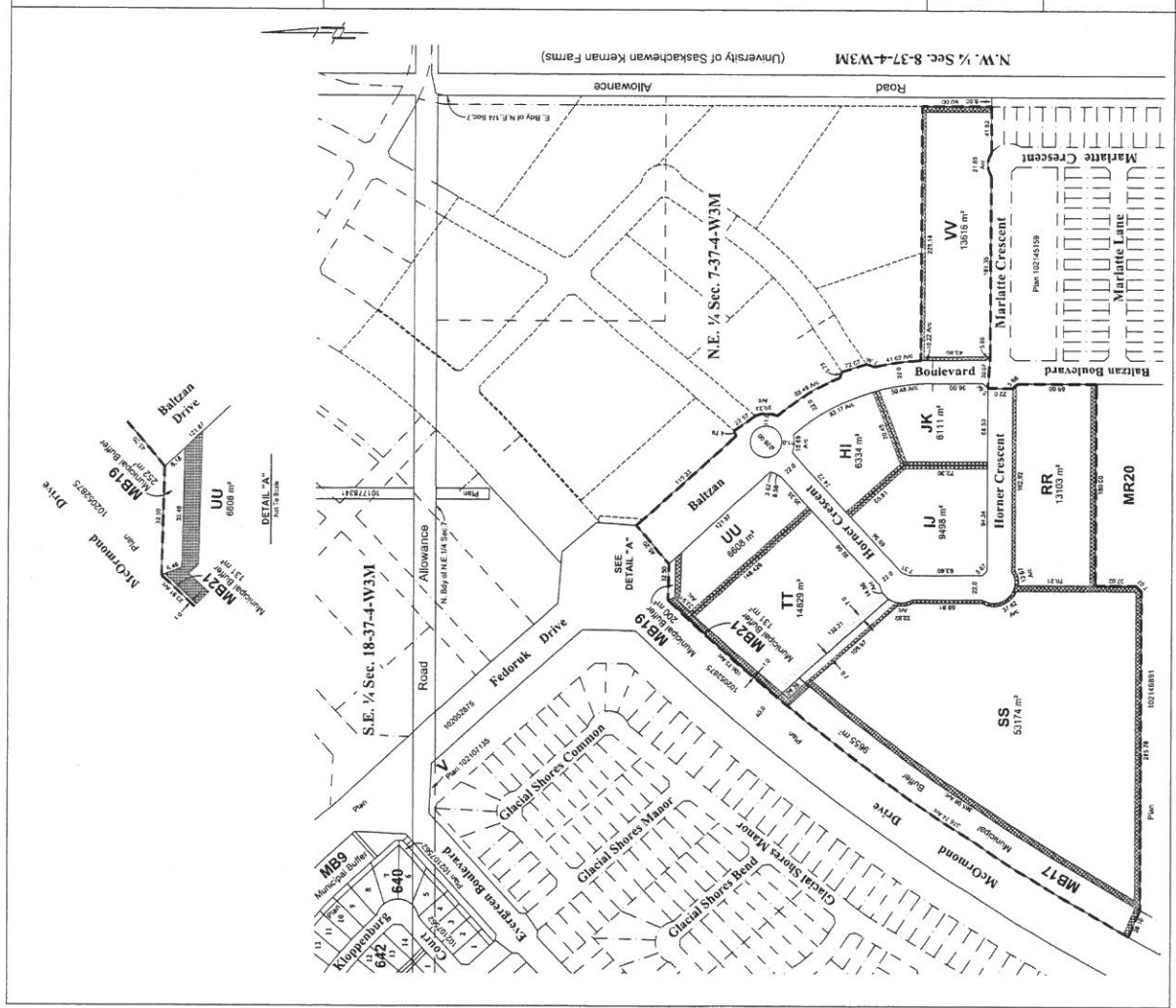
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Altus Group www.altusgroup.com
Toll Free: 1-800-883-4233

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

Date: _____ A.D. 2015.

160147PK_RZ_PHASE 1.DWG



: General Manager of the Community
Services Department
Date: _____

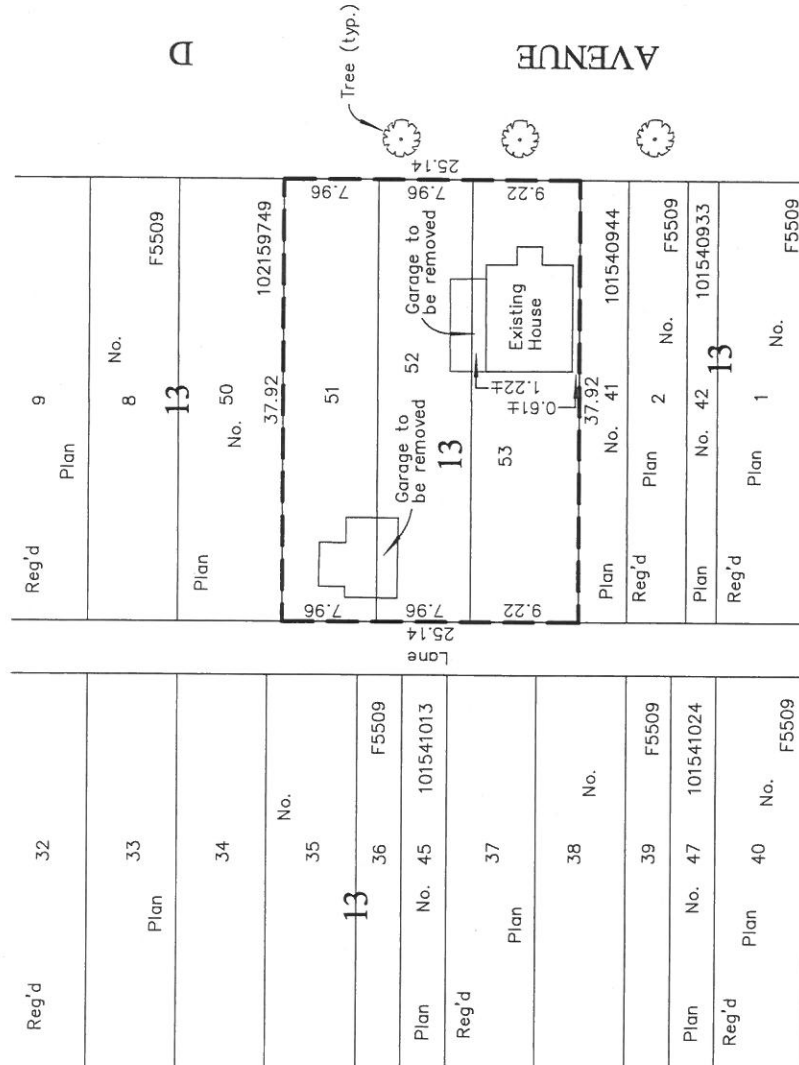


PLAN OF PROPOSED
SUBDIVISION OF
LOTS 3 & 4, BLOCK 13
REG'D PLAN NO. F5509 &
LOT 46, BLOCK 13,
PLAN NO. 101540966 &
LOT 49, BLOCK 13,
PLAN NO. 102159749
1305/1307 AVENUE D NORTH
SASKATOON, SASKATCHEWAN
BY T.R. WEBB, S.L.S.
SCALE 1:500

Dimensions shown are in metres and decimals thereof.

Portion of this plan to be approved is outlined with a bold, dashed line and contains 0.10± ha (0.24± ac.).

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



34TH

STREET

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

Date
Director of Planning & Development Division

T.R. Webb August 28, 2015
Saskatchewan Land Surveyor

Prepared by

Webb
© 2015
15-2885ss N





Intent to Re-Write City of Saskatoon Building Bylaw No. 7306

Recommendation

That the information be received.

Topic and Purpose

Building Standards Division is re-writing Building Bylaw No. 7306 (Building Bylaw) to reflect current practices and to provide tools to ensure the goals of the Building Standards Division are better administered to ensure the health, safety, and welfare of citizens.

Report Highlights

1. Updates to the Building Bylaw are intended to:
 - a) clarify and clearly communicate building permit requirements and conditions;
 - b) enhance enforcement tools and permitting options to mitigate adverse construction impacts;
 - c) contribute to the financial sustainability of the Building Standards Division and its cost-recovery model; and
 - d) allow for better alignment with other civic bylaws.

Strategic Goals

Updates to the Building Bylaw will support the Strategic Goals of Sustainable Growth, Continuous Improvement, and Quality of Life by balancing growth with accountability and public safety.

Background

The Building Bylaw, *Uniform Building Accessibility Standards Act*, and the National Building Code of Canada are three key documents that Building Standards uses for program delivery.

Current language and content in the Building Bylaw does not fully support the activities of the Building Standards Division. As part of the Strategic Goals, it is proposed that the Building Bylaw be updated to better support current and future program needs.

Report

Proposed Building Bylaw Updates

Updates to the Building Bylaw are intended to enhance program transparency by clarifying and clearly communicating permitting conditions. New permitting conditions will reinforce and support good neighbour practices, as a method to address adverse construction impacts associated with greenfield and infill construction.

Improvements to the Building Bylaw will assist with the continued financial sustainability of Building Standards and its cost-recovery model, and promote better coordination with other civic bylaws and policies.

A report outlining the current service level of the inspection program related to multi-unit residential buildings will be provided to the Standing Policy Committee on Planning, Development and Community Services in January 2016. Building Standards will be identifying key areas for enhancements to the Commercial Inspection Program that may be supported through the Building Bylaw.

As requested by City Council, the ability to include minimum building requirements associated with energy efficiency within the Building Bylaw will continue to be evaluated. A separate report on this matter will be prepared and presented to Committee.

Public and/or Stakeholder Involvement

Customers who apply for building permits, such as property owners, members of the Saskatoon and Region Home Builders' Association, architects, engineers, and contractors in the Saskatoon area, will be consulted to obtain feedback on current programs and customer needs. Program feedback will be considered in the review of proposed bylaw updates.

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

A follow-up report will be forwarded to Committee in January 2016 with detailed bylaw proposals.

Public Notice

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

Report Approval

Written by: Akhil Kumar, Building Inspection Manager, Building Standards
Reviewed by: Kara Fagnou, Director of Building Standards
Approved by: Randy Grauer, General Manager, Community Services Department

S:\Reports\DS\2015\PDCS – Intent to Re-Write City of Saskatoon Building Bylaw No. 7306/ks

Approval for Advertising: Amendments to Zoning Bylaw No. 8770 to Permit Restaurants with Outdoor Seating in the M4 Zoning District - City Centre Plan Implementation

Recommendation

1. That the advertising, in respect to the proposed amendments to Zoning Bylaw No. 8770, be approved;
2. That the General Manager, Community Services Department, be requested to prepare the required notices for advertising the proposed amendments to Zoning Bylaw No. 8770; and
3. That the City Solicitor be requested to prepare the required bylaws to amend Zoning Bylaw No. 8770.

Topic and Purpose

The purpose of this report is to request advertising approval to amend Zoning Bylaw No. 8770 (Zoning Bylaw) to provide additional opportunities for restaurants with outdoor seating areas in the M4 Zoning District.

Report

Approval is required from the Standing Policy Committee (SPC) on Planning, Development and Community Services (PDCS) to advertise these amendments prior to a public hearing at City Council, as required by Public Notice Policy No. C01-021.

These amendments were considered by the Municipal Planning Commission (MPC) on October 27, 2015. See Attachment 1 for the report that was considered by MPC, which provides further details on the proposed amendments.

Options to the Recommendation

The SPC on PDCS could decline to approve the required advertising for the proposed amendments. Further direction would be required.

Public Notice

Public notice is required for consideration of this matter, pursuant to Section 11(a) of Public Notice Policy No. C01-021. If the recommendations of this report are approved, a notice will be placed in The StarPhoenix two weeks prior to the public hearing date.

Attachment

1. Report Considered by MPC on October 27, 2015: Amendments to Zoning Bylaw No. 8770 to Permit Restaurants with Outdoor Seating in the M4 Zoning District - City Centre Plan Implementation

Approval for Advertising: Amendments to Zoning Bylaw No. 8770 to Permit Restaurants with Outdoor Seating in the M4 Zoning District - City Centre Plan Implementation

Report Approval

Written by: Paul Whitenect, Senior Planner, Planning and Development
Reviewed by: Alan Wallace, Director of Planning and Development
Approved by: Randy Grauer, General Manager, Community Services Department

S/Reports/CP/2015/PDCS - Approval for Advertising: Amendments to Zoning Bylaw No. 8770 to Permit Restaurants with Outdoor Seating in the M4 Zoning District - City Centre Plan Implementation/lc

Report Considered by MPC on October 27, 2015: Amendments to Zoning Bylaw No. 8770 to Permit Restaurants with Outdoor Seating in the M4 Zoning District – City Centre Plan Implementation

Amendments to Zoning Bylaw No. 8770 to Permit Restaurants with Outdoor Seating in the M4 Zoning District - City Centre Plan Implementation

Recommendation

That a copy of this report be submitted to City Council recommending that at the time of the public hearing, City Council consider the Administration's recommendation that the proposed amendments to Zoning Bylaw No. 8770, as outlined in this report, be approved.

Topic and Purpose

The purpose of this report is to amend Zoning Bylaw No. 8770 (Zoning Bylaw) to provide for restaurants with outdoor seating areas in the M4 Zoning District.

Report Highlights

1. The proposed amendment was presented to City Council on August 21, 2014, as part of the City Centre Plan's Implementation items.
2. The Administration recommends amendments that will provide opportunities for additional restaurants and outdoor patios in the M4 Zoning District.
3. The Administration recommends changes to the Sign Regulations to ensure signage related to restaurants does not have a negative impact along Spadina Crescent.
4. The Administration recommends that lounges be treated the same as restaurants in the M4 Zoning District, and that nightclubs not associated with a hotel continue to be a prohibited use.

Strategic Goal

This initiative supports the City of Saskatoon's (City) Strategic Goal of Sustainable Growth by helping to establish the City Centre as a cultural and entertainment district.

Background

During its August 21, 2014 meeting, City Council received a report that presented the Implementation and Priority Strategy for the City Centre Plan. One of the Near-Term projects was to amend the M4 District in the Zoning Bylaw to provide for restaurants and outdoor seating areas along Spadina Crescent. The Administration is requesting advertising approval to bring forward this amendment.

Report

The purpose of the M4 – Core Area Institutional Service District is to “facilitate a wide range of institutional, office, and community activities, as well as high-density residential

uses within and near the Downtown Area.” The majority of lands Zoned M4 in the Zoning Bylaw are located along Spadina Crescent between 4th Avenue South and 25th Street East adjacent to the riverbank, as well as parts of 5th and 6th Avenue North (see Attachment 1). One small site also exists at the corner of Idylwyld Drive and 25th Street, which is occupied by a hotel.

Restaurants and Outdoor Patios in the M4 Zoning District

Within the M4 Zoning District, restaurants are only permitted in hotels, motels, office buildings, and medical clinics, and access to the restaurant must be from within the interior of the building. Although patios associated with restaurants are permitted, the M4 Zoning District requires that properties fronting Spadina Crescent must maintain a 6 m setback, which limits the opportunity for patios in this area. The City Centre Plan recommended that the M4 Zoning District be amended to remove these restrictions on restaurants as a means to encourage outdoor dining along Spadina Crescent. The purpose of the proposed amendment is to enhance the outdoor experience in this part of Downtown, and to take advantage of the riverbank views afforded from this area.

The Administration proposes that restaurants, and lounges within restaurants, continue to be permitted in hotels, motels, office buildings, and medical clinics in the M4 Zoning District, and to become permitted in galleries and museums, subject to the following amendments being implemented:

- a) remove the requirement that access to the restaurant must be from within the interior of the building;
- b) remove the requirement that the hotel or motel must have a minimum of 100 guest rooms;
- c) drive-thru's associated with restaurants or other uses are not permitted;
- d) the outdoor seating area is limited to 93 m²; and
- e) for properties fronting Spadina Crescent, the minimum front yard setback shall be reduced to 3 m, provided:
 - i) the space is occupied by a patio associated with a restaurant within the building; and
 - ii) the remaining 3 m is landscaped.

Proposed Amendments to Zoning Bylaw No. 8770 – Appendix A: Sign Regulations

The Administration also recommends a minor change to the Sign Regulations - Appendix A to the Zoning Bylaw, to ensure there is no proliferation of signage along Spadina Crescent due to the proposed Zoning Bylaw amendment. The M4 Zoning District within Sign Group No. 3 permits Wall Signs as well as Primary and Secondary Freestanding Signs, subject to separation distances. The Administration recommends that Secondary Freestanding Signs be prohibited from identifying restaurants, lounges, and outdoor patios along Spadina Crescent. The purpose of Secondary Freestanding Signs is to provide for changeable copy so businesses can advertise specials and other information. The proposed restriction is to protect the Spadina Crescent promenade from additional signage, and help preserve the natural views along this streetscape.

Nightclubs

There are no amendments being proposed for nightclubs at this time. Nightclubs will continue to be prohibited in the M4 Zoning District, except in hotels and motels where nightclubs are a discretionary use.

Options to the Recommendation

City Council has the option to:

- 1) deny the advertising request for amendments to the Zoning Bylaw; or
- 2) request revisions to the proposed amendments, prior to a public hearing.

Public and/or Stakeholder Involvement

This initiative relates to the implementation of the City Centre Plan, which included public consultation efforts and a public open house where this concept was presented. Letters to affected property owners will be mailed out advising of the proposed amendments and the date of the public hearing.

The proposed amendments will be presented to the Meewasin Valley Authority (MVA), as a portion of the M4 Zoning District is located within the MVA buffer zone.

Communication Plan

If the proposal is approved by City Council, the Downtown Partnership Business Improvement District, as well as property and business owners in the M4 Zoning District, will be advised in writing of the amendment.

Policy Implications

Amendments to the Zoning Bylaw, including the Sign Regulations - Appendix A, are 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

Although the City Centre Plan Implementation item will be complete upon the public hearing, the Administration will work with the MVA to consider additional policy changes that will help attract people to the riverbank area. It is anticipated that an additional report will be presented to City Council in 2016.

Public Notice

The proposed amendments will be advertised in accordance with Public Notice Policy No. C01-021, and a date for a public hearing will be set. A notice will be placed in The StarPhoenix two weeks prior to the public hearing.

Attachment

1. Lands Within M4 Zoning District

Report Approval

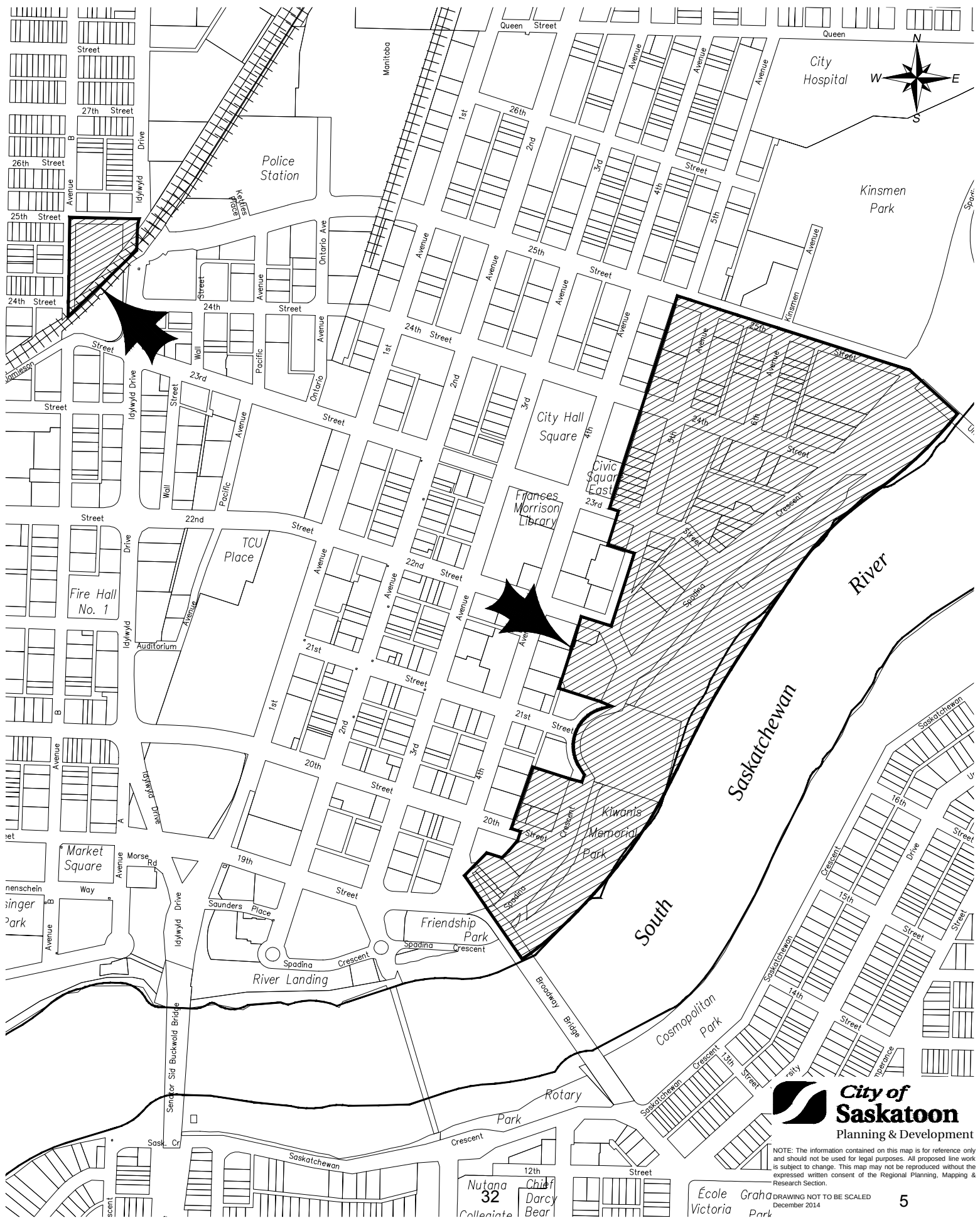
Written by: Paul Whitenect, Senior Planner, Planning and Development

Reviewed by: Alan Wallace, Director of Planning and Development

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

S/Reports/CP/2015/MPC – Amendments to Zoning Bylaw No. 8770 to Permit Restaurants with Outdoor Seating in the M4 Zoning District – City Centre Plan Implementation

Lands within M4 Zoning District



City of Saskatoon
Planning & Development

NOTE: The information contained on this map is for reference only and should not be used for legal purposes. All proposed line work is subject to change. This map may not be reproduced without the expressed written consent of the Regional Planning, Mapping & Research Section.

DRAWING NOT TO BE SCALED
December 2014

Approval for Advertising: Zoning Bylaw Text Amendment – B4MX Integrated Commercial Mixed-Use District

Recommendation

1. That the advertising, in respect to the proposed amendment to Zoning Bylaw No. 8770, be approved;
2. That the General Manager, Community Services Department, be requested to prepare the required notices for advertising the proposed Zoning Bylaw No. 8770; and
3. That the City Solicitor be requested to prepare the required bylaw to amend Zoning Bylaw No. 8770.

Topic and Purpose

The purpose of this report is to request approval to advertise amendments to Zoning Bylaw No. 8770 (Zoning Bylaw), to add the B4MX Integrated Commercial Mixed-Use District (B4MX Zoning District) and associated development standards, and a definition for active building frontage.

Report

Planning and Development, in consultation with Saskatoon Land, has developed a new commercial mixed-use zoning district to be included in the Zoning Bylaw. The B4MX Zoning District is a new mixed-use commercial zoning district that will allow for commercial, institutional, and residential uses to be integrated both horizontally and vertically on a site. The district promotes a compact pedestrian-oriented built form that supports transportation options, street-oriented buildings, and active uses at grade level. The B4MX Zoning District is intended to be applied along arterial roadways in district village areas of new neighbourhoods.

Approval is required from the Standing Policy Committee (SPC) on Planning, Development and Community Services (PDCS) to advertise these amendments, as required by Public Notice Policy No. C01-021, prior to a public hearing at City Council.

These amendments were considered by the Municipal Planning Commission (MPC) on October 27, 2015. See Attachment 1 for the report that was considered by MPC, which provides further detail on the proposed amendment.

Options to the Recommendation

The SPC on PDCS could decline to approve the required advertising for the proposed amendments. Further direction would be required.

Approval for Advertising: Zoning Bylaw Text Amendment – B4MX Integrated Commercial Mixed-Use District

Public Notice

Public notice is required for consideration of this matter, pursuant to Section 11(a) of Public Notice Policy No. C01-021. If the recommendations of this report are approved, a notice will be placed in The StarPhoenix two weeks prior to the public hearing date.

Attachment

1. Report Considered by MPC on October 27, 2015: Zoning Bylaw Text Amendment – B4MX Integrated Commercial Mixed-Use District

Report Approval

Written by: Paula Kotasek-Toth, Senior Planner, Planning and Development
Reviewed by: Alan Wallace, Director of Planning and Development
Approved by: Randy Grauer, General Manager, Community Services Department

S/Reports/DS/2015/PDCS – Approval for Advertising: Zoning Bylaw Text Amendment – B4MX Integrated Commercial Mixed-Use District/lc

**Report Considered by MPC on October 27, 2015: Zoning Bylaw Text Amendment
- B4MX Integrated Commercial Mixed-Use District**

Zoning Bylaw Text Amendment – B4MX Integrated Commercial Mixed-Use District

Recommendation

That a copy of this report be forwarded to City Council recommending that at the time of the public hearing, City Council consider the Administration's recommendation to amend Zoning Bylaw No. 8770 to add the B4MX Integrated Commercial Mixed-Use District and the associated development standards and definitions, as outlined in this report.

Topic and Purpose

The purpose of this report is to consider amendments to Zoning Bylaw No. 8770 (Zoning Bylaw), to add the B4MX Integrated Commercial Mixed-Use District (B4MX Zoning District) and associated development standards, and a definition for active building frontage.

Report Highlights

1. The Administration is recommending amendments to the Zoning Bylaw to add a new mixed-use commercial zoning district that will allow for commercial, institutional, and residential uses to be integrated both horizontally and vertically on a site. The district promotes a compact pedestrian-oriented built form that supports transportation options, street-oriented buildings, and active uses at grade level.

Strategic Goals

Under the Strategic Goal of Sustainable Growth, this proposal supports the long-term strategy of providing an integrated approach to growth, related to transportation, servicing, transit, and land use.

Background

The Growth Plan to Half a Million contains a strategy to build integrated communities that are complete and self-sustaining within the City of Saskatoon (City). New neighbourhoods are designed to incorporate complete streets, transit-oriented development, facilities that support all modes of transportation, and increased connectivity to the rest of the city.

The Official Community Plan Bylaw No. 8769 (Official Community Plan) provides policy for the development of District Commercial Areas, which is intended to provide services and a range of commercial uses that can serve the needs of two to five neighbourhoods. The Official Community Plan provides further direction for the development of District Village Commercial Areas. District Village Commercial Areas may include development standards that are more flexible than traditional commercial areas. These areas should encourage development adjacent to the sidewalk for an attractive pedestrian environment and to encourage alternative transportation forms.

Planning and Development has developed a new commercial mixed-use zoning district to be included in the Zoning Bylaw. The B4MX Zoning District is intended to be applied along arterial roadways in District Village Commercial Areas of new neighbourhoods and implements the Official Community Plan Policy for District Village Commercial Areas. In the future, this district may also be applied to existing arterial streets as they are redeveloped into complete streets.

Report

Proposed Zoning Bylaw Amendment

The proposed B4MX Zoning District will facilitate mixed-use development on principal streets, allows for medium- to high-density residential uses as well as commercial and institutional uses in a manner that encourages retail and service-based uses at grade. The B4MX Zoning District promotes a compact pedestrian-oriented built form that supports transportation options, street-oriented buildings, and active uses at grade level. The provisions of the district are included as Attachment 1.

The proposed B4MX Zoning District:

- a) Provides for commercial, office/ institutional, and medium-/high-density residential uses to be vertically and horizontally integrated on a site;
- b) Includes provisions for retail and convenience uses to be located at grade along front streets;
- c) Requires a maximum front yard setback of 3.0 metres to ensure that buildings are located close to the street to create a “main-street” feel that is attractive and comfortable for pedestrians;
- d) Requires that buildings have active building frontage elements to eliminate blank walls along sidewalks; and
- e) Requires enhanced landscaping and pedestrian linkages in parking areas.

The zoning bylaw amendments include the addition of the B4MX Zoning District and associated development standards, a definition for “active building frontage”, and a general provision to allow for more than one principal building per site in this district.

Options to the Recommendation

City Council has the option of not approving the bylaw amendments. In this case, further direction to the Administration would be required.

Public and/or Stakeholder Involvement

A group consisting of professional planners and architects was established to assist civic administration in the development of the B4MX Zoning District. This group provided feedback on appropriate uses, site development standards, and building orientation regulations within the proposed B4MX District. Further consultation was undertaken with local Land Developers, consulting firms, the Developers Liaison Committee, and commercial realtors. Comments were received regarding the integration of multiple-unit dwellings in conjunction with other uses, parking

requirements, and site setbacks. The commercial realtors provided information regarding potential tenants that could be accommodated in the B4MX Zoning District.

Communication Plan

Upon approval of the district, Planning and Development will provide notices to developers.

Other Considerations/Implications

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

Due Date for Follow-up and/or Project Completion

As the B4MX Zoning District is implemented, changes may be brought forward, as necessary, to ensure the regulations meet the goals outlined in the Official Community Plan for District Villages.

Public Notice

The Zoning Bylaw amendment will be advertised in accordance with Public Notice Policy No. C01-021, and a date for a public hearing will be set. A notice will be placed in The StarPhoenix two weeks prior to the public hearing.

Attachment

1. Draft B4MX Integrated Commercial Mixed-Use District

Report Approval

Written by: Paula Kotasek-Toth, Senior Planner, Planning and Development
Reviewed by: Alan Wallace, Director of Planning and Development
Approved by: Randy Grauer, General Manager, Community Services Department

S/Reports/DS/2015/MPC – Zoning Bylaw Text Amendment – B4MX Integrated Commercial Mixed-Use District/lc

Draft B4MX Integrated Commercial Mixed-Use District

10.7A.1 Purpose

The purpose of the B4MX District is to facilitate mixed-use development on principal streets in this district. The B4MX District provides for a range of medium- to high-density residential uses, and commercial and institutional uses in a manner that encourages retail and service-based uses at grade level. The B4MX District promotes a compact, pedestrian-oriented built form that supports transportation options, street orientated buildings and active uses at grade level.

10.7A.2 Permitted Uses

The Permitted Uses and Minimum Development Standards in the B4MX District are set out in the following chart:

B4MX District	Minimum Development Standards (in Metres)						
	Site Width	Site Area (m ²)	Front Yard (Max.)	Side Yard	Rear Yard	Building Height (Max.)	Amenity Space Per Unit (m ²)
10.7A.2 Permitted Uses							
(1) Bakeries	15	450	3 ₁	0 ₂	7.5	22 ₅	-
(2) Boarding apartments	15	450	3 ₁	0 ₂	7.5	22 ₅	-
(3) Catering halls, banquet halls and community kitchens	15	450	3 ₁	0 ₂	7.5	22 ₅	-
(4) Child care centres	15	450	3 ₁	0 ₂	7.5	22 ₅	-
(5) Commercial recreation uses	15	450	3 ₁	0 ₂	7.5	22 ₅	-
(6) Community centres	15	450	3 ₁	0 ₂	7.5	22 ₅	-
(7) Financial institutions	15	450	3 ₁	0 ₂	7.5	22 ₅	-
(8) Hotels	15	450	3 ₁	0 ₂	7.5	22 ₅	-
(9) Indoor commercial recreation uses	15	450	3 ₁	0 ₂	7.5	22 ₅	-
(10) Medical clinics	15	450	3 ₁	0 ₂	7.5	22 ₅	-
(11) Medical, dental and optical laboratories	15	450	3 ₁	0 ₂	7.5	22 ₅	-
(12) Multiple-unit dwellings ₄	15	450	3 ₁	0 ₂	7.5	22 ₅	5
(13) Offices, office buildings and office complexes	15	450	3 ₁	0 ₂	7.5	22 ₅	-
(14) Personal service trades and health clubs	15	450	3 ₁	0 ₂	7.5	22 ₅	-
(15) Pre-schools	15	450	3 ₁	0 ₂	7.5	22 ₅	-
(16) Private schools	15	450	3 ₁	0 ₂	7.5	22 ₅	-
(17) Public libraries	15	450	3 ₁	0 ₂	7.5	22 ₅	-
(18) Residential care homes – Type III	15	450	3 ₁	0 ₂	7.5	22 ₅	-
(19) Restaurants and lounges	15	450	3 ₁	0 ₂	7.5	22 ₅	-
(20) Retail stores	15	450	3 ₁	0 ₂	7.5	22 ₅	-
(21) Shopping centres	15	450	3 ₁	0 ₂	7.5	22 ₅	-
(22) Small animal grooming	15	450	3 ₁	0 ₂	7.5	22 ₅	-
(23) Veterinary clinics	15	450	3 ₁	0 ₂	7.5	22 ₅	-
(24) Accessory buildings ₃ and uses	Refer to General Provisions Section 5.7						

10.7A.3 Discretionary Uses

The Discretionary Uses and Minimum Development Standards in a B4MX District are set out in the following chart:

B4MX District		Minimum Development Standards (in Metres)					
		Site	Site	Front	Side	Rear	Building
		Width	Area (m ²)	Yard (max)	Yard	Yard	Height (Max.)
10.7A.3 Discretionary Uses							
(1)	Car wash	15	450	3 ₁	0 ₂	7.5	22 ₅
(2)	Nightclubs and taverns	15	450	3 ₁	0 ₂	7.5	22 ₅
(3)	Gas bars	15	450	3 ₁	0 ₂	7.5	22 ₅
(4)	Service stations	15	450	3 ₁	0 ₂	7.5	22 ₅
(5)	Special care homes	15	450	3 ₁	0 ₂	7.5	22 ₅
(6)	Special needs housing	15	450	3 ₁	0 ₂	7.5	22 ₅

10.7A.4 Notes to Development Standards

- 1 For sites containing one or more principal buildings, the 3.0 metre maximum front yard setback shall apply to at least one of the principal buildings. A site plan shall be provided showing potential future phases of development. The site plan is intended to illustrate how future intensification and build out of the site may be accommodated to meet the purpose of the District.
- 2 Where a B4MX District abuts an R District without the intervention of a street or lane, or on a corner site along a flanking street, a side yard shall be provided of a width not less than 3.0 metres for the side yard abutting the R District or flanking street.
- 3 Accessory buildings must be located 15.0 metres from the front property line or 1.2 metres behind the rear property line of a principal building and shall not be located within a required landscaping strip.
- 4 Dwelling units shall not be located at grade when located in the portion of a principal building adjacent to an arterial street.
- 5 Where the maximum building height is at least 15.0 metres, the building shall contain both a building base and a building cap as follows:
 - (a) *Building Base Height:* shall be a minimum of 10.0 metres and a maximum of 12.0 metres.
 - (b) *Building Cap:* the building cap shall be set back a minimum of 2.0 metres from the front façade of the building base.

10.7A.5 Signs

The regulations governing signs in the B4MX District are contained in **Appendix A – Sign Regulations.**

10.7A.6 Parking

- (1) The regulations governing parking and loading spaces in the B4MX District are contained in Section 6.0.
- (2) The number of parking spaces required in the B4MX District may be reduced by the number of parking spaces provided on the street, which will primarily serve the subject property. The determination of the number of on-street parking spaces to be credited on the subject property shall be at the discretion of the Development Officer.
- (3) The number of parking spaces may be reduced in the B4MX District by 0.25 spaces per dwelling unit when a multiple-unit dwelling is located above non-residential uses within the same building.
- (4) Bicycle Parking
 - (a) A minimum of one bicycle parking space shall be provided for every 250 square metres of gross floor area devoted to non-residential uses.
 - (b) Bicycle parking spaces shall be provided in locations that are readily visible, well lit, and in close proximity to building entrances.

10.7A.7 Gross Floor Space Ratio

- (1) Except as provided in clause (2), the gross floor space ratio shall not exceed 3:1
- (2) The gross floor space ratio for sites containing residential uses shall not exceed 5:1.

10.7A.8 Landscaping

- (1) A landscaping strip of not less than 4.5 metres in depth throughout, lying parallel to and abutting the front site line, shall be provided on every site for that portion of the site not covered by a building and shall be used for no purpose except landscaping, or necessary driveway access. Outdoor patios or public seating areas shall be permitted in the required landscaping strip.

- (2) Where a B4MX site abuts an R District without an intervening lane, there shall be a strip of land adjacent to the abutting site line of not less than 3.0 metres throughout, which shall not be used for any purpose except landscaping.
- (3) On corner lots, in addition to the landscaping required in the front yard, the whole of any required side yard abutting the flanking street shall be landscaped and shall be used for no purpose except landscaping, necessary driveway access, and outdoor patios or public seating areas.
- (4) Curbed landscaped islands at the flanking end of every parking row shall be provided, for at grade parking areas.
- (5) Interior sidewalks within the parking area shall be provided to link buildings.
- (6) Parking areas shall be adequately screened from the front site line to a height of 1.0 metres by landscaping or fencing.

10.7A.9 Outdoor Storage

- (1) No goods, commodities, or other form of materials shall be stored outdoors.
- (2) An outdoor sales area is permitted when accessory to a retail store or shopping centre provided that the outdoor sales area is fenced or partially enclosed or both.

10.7A.10 Building Orientation and Building Setback

- (1) Buildings located adjacent to a street shall contain elements of an active building frontage, which shall create a functional pedestrian-oriented relationship between the building and the street. Elements of an active building frontage may include, but are not limited to:
 - (a) frequent door and window openings;
 - (b) building façades along the street frontage with architectural features to provide visual interest;
 - (c) building façades that vary along the block face;
 - (d) building façades may be articulated or contain projections, including but not limited to, bays and porches to provide visual interest;
 - (e) outdoor seating and transit facilities; and

- (f) internal uses should be visible from the sidewalk, or may continue onto the sidewalk.
- (2) For corner sites, all street facing façades shall incorporate elements of an active building frontage.
- (3) Buildings fronting a street shall incorporate architectural features that provide visual interest along the streetscape and reduce the perceived massing of the building.

Add new definition in Section 2.0 of the Zoning Bylaw (Definitions) for “active building frontage” that incorporates the following:

A continuous building façade that faces a street and contains several of the following elements: frequent door and window openings, building projections, including bays and porches, and the incorporation of architectural elements that provide variation and visual interest. The incorporation of outdoor seating, transit facilities, or other features that provide visual interest to the streetscape, may also be considered elements of an active building frontage.

Amend Section 5.6 Number of Buildings on a Site to include a provision to allow for more than one principal building on a site in the B4MX Zoning District.

Amend Sign Regulations - Appendix A to Zoning Bylaw No. 8770 to include the B4MX Zoning District in Section 3.4 Signage Group No. 4.

Amend Parking and Loading Requirements in Section 6.3 Parking and Loading Requirements in Commercial District to include the provision for the B4MX District

- (1) Required parking and loading spaces shall be a minimum of 7.0 metres back from the front property line.
- (2) Each non-residential principal building with a building floor area greater than 2,000 square metres in area shall provide one loading space.
- (3) All required parking and loading spaces shall be located at least 3.0 metres from any part of a residential building entrance or the outer edge of a balcony or window, and for all other uses, at least 1.0 metres from the building.
- (4) The minimum off-street parking standards for the B4MX Zoning District are set out in the following chart:

Uses	B4MX District
Bakeries	1 space per 30 m ² of gross floor area
Boarding Apartments	1 space plus 1 space for each 4 units or beds, whichever is greater
Child Care Centres and Pre-Schools	1 space plus 1 space per 10 persons enrolled in the facility
Community Centres	1 space per 50 m ² of building floor area
Financial Institutions	1 space per 30 m ² of gross floor area
Hotels	1 space per guest room, plus one space per 14 m ² of gross floor area devoted to public assembly, plus the applicable number or parking space for any other use contained on the site.
Indoor Commercial Recreation Uses	1 space per 30 m ² of gross floor area
Medical Clinics	1 space per 30 m ² of gross floor area
Medical, Dental and Optical Laboratories	1 space per 30 m ² of gross floor area
Multiple-Unit Dwellings	1.25 spaces per dwelling unit plus 0.125 visitor spaces per dwelling unit
Offices, Office Buildings and Office Complexes	1 space per 50 m ² of gross floor area
Personal Service Trades and Health Clubs	1 space per 30 m ² of gross floor area
Private Clubs	1 space per 30 m ² of gross floor area
Private Schools	1.2 spaces per classroom plus 1 space per 2 students at design capacity
Public Halls, Catering Halls, and Assembly Halls	1 space per 30 m ² of gross floor area
Public Libraries	1 space per 30 m ² of gross floor area
Residential Care Homes	0.75 spaces per staff member plus 1 space per 5 persons enrolled in the facility
Restaurants, Lounges, Nightclubs, and Taverns	1 space per 30 m ² of gross leasable floor area
Retail Stores and Shopping Centres	1 space per 30 m ² of gross leasable floor area
Service Stations	1 space per 50 m ² of building floor area
Small Animal Grooming	1 space per 30 m ² of gross floor area
Special Care Homes	1 space per 3 beds plus 1 space per 4 employees
Special Needs Housing	1 space per 2 dwelling units, plus 0.1 visitor spaces per dwelling unit
Veterinary Clinics	1 space per 30 m ² of gross floor area

Approval for Advertising: Zoning Bylaw Text Amendment – Garden and Garage Suites

Recommendation

1. That the advertising, in respect to the proposed amendment to Zoning Bylaw No. 8770, be approved;
2. That the General Manager, Community Services Department, be requested to prepare the required notices for advertising the proposed amendments to Zoning Bylaw No. 8770; and
3. That the City Solicitor be requested to prepare the required bylaw to amend Zoning Bylaw No. 8770.

Topic and Purpose

The purpose of this report is to request approval to advertise amendments to Zoning Bylaw No. 8770 (Zoning Bylaw), with respect to the development standards for garden and garage suites. The amendments are required to clarify regulations that ensure garden and garage suites are an accessory use to one-unit dwellings. This report also outlines changes to streamline the discretionary use application process for garden and garage suites.

Report

In May 2014, City Council approved amendments to the Zoning Bylaw to allow for garden and garage suites when accessory to one-unit dwellings. Garden and garage suites are a discretionary use in residential zoning districts city-wide, with discretionary use approval delegated to the Administration.

The Planning and Development Division has received feedback from garden and garage suite applicants who have indicated that the provisions contained in the Zoning Bylaw require clarification, specifically in regard to the maximum floor area that garden and garage suites can contain and the method used to determine this area. Applicants have also indicated that the regulations may not allow for design flexibility on corner lots.

Approval is required from the Standing Policy Committee on Planning, Development and Community Services to advertise these amendments, as required by Public Notice Policy No. C01-021, prior to a public hearing at City Council.

These amendments will be considered by the Municipal Planning Commission (MPC) on November 24, 2015. See Attachment 1 for the report that will be considered by MPC, which provides further detail on the proposed amendment.

Options to the Recommendation

The Standing Policy Committee on Planning, Development and Community Services could decline to approve the required advertising for the proposed amendments. In this case, further direction would be required.

Public Notice

Public notice is required for consideration of this matter, pursuant to Section 11(a) of Public Notice Policy No. C01-021. If the recommendations of this report are approved, a notice will be placed in The StarPhoenix two weeks prior to the public hearing date.

Attachment

1. Report to be Considered by MPC on November 24, 2015: Zoning Bylaw Text Amendment – Garden and Garage Suites

Report Approval

Written by: Paula Kotasek-Toth, Senior Planner, Planning and Development
Reviewed by: Alan Wallace, Director of Planning and Development
Approved by: Randy Grauer, General Manager, Community Services Department

S/Reports/DS/2015/PDCS – Approval for Advertising – Zoning Bylaw Text Amendment – Garden and Garage Suites/ks

**Report to be Considered by MPC on November 24, 2015: Zoning Bylaw Text
Amendment – Garden and Garage Suites**

Zoning Bylaw Text Amendment – Garden and Garage Suites

Recommendation

That a copy of this report be forwarded to City Council recommending that at the time of the public hearing, City Council consider the Administration's recommendation to amend the garden and garage suite regulations contained in Zoning Bylaw No. 8770, as outlined in this report.

Topic and Purpose

The purpose of this report is to consider amendments to Zoning Bylaw No. 8770 (Zoning Bylaw) to clarify regulations that ensure garden and garage suites are an accessory use to one-unit dwellings. This report also outlines changes to streamline the discretionary use application process for garden and garage suites.

Report Highlights

1. The Administration is recommending amendments to the development standards for garden and garage suites contained in the Zoning Bylaw to provide clarification regarding gross floor area calculations to ensure that garden and garage suites are accessory to a one-unit dwelling.
2. The discretionary use application process has been modified to reduce initial application costs for the applicant and to decrease the time required by the Administration to review the applications.

Strategic Goal

This report supports the City of Saskatoon's (City) long-term Strategic Goal of Sustainable Growth by allowing for an additional form of infill development. Increasing infill development is specifically identified as a ten-year strategy for achieving the Strategic Goal of Sustainable Growth.

Background

At its May 4, 2014 meeting, City Council approved amendments to the Zoning Bylaw to allow for garden and garage suites when accessory to one-unit dwellings. Garden and garage suites are a discretionary use in residential zoning districts city-wide, with discretionary use approval delegated to the Administration.

The regulations for garden and garage suites were amended in March 2015 to clarify the height in Category 1 neighbourhoods, adding the Exhibition neighbourhood to the list of Category 1 neighbourhoods and removing two-storey suites on corner lots in Category 2 neighbourhoods.

Since May 2014, 13 garden and garage suite applications have been received, with 4 being approved, 3 being denied or withdrawn, 1 currently under appeal to the Saskatchewan Municipal Board, and 5 currently under review.

Report

Zoning Bylaw Amendment

The Planning and Development Division has received feedback from applicants who have indicated that the provisions contained in the Zoning Bylaw require clarification, including the maximum size that garden and garage suites can be built and how the regulations are applied. Applicants have also indicated that the regulations may not allow for design flexibility on corner lots.

Garden and garage suites are to be an accessory use to a one-unit dwelling. The Zoning Bylaw defines an accessory building or use as one that:

- “(i) is subordinate to and serves the principal building or principal use;
- (ii) is subordinate in area, extent, and purpose to the principal building or principal use served;
- (iii) contributes to the comfort, convenience, or necessity of occupants of the principal building or principal use served; and
- (iv) is located on the same site as the principal building or principal use served.”

The following amendments to the Zoning Bylaw are proposed to clarify the maximum size of a garden or garage suite and ensure that they are an accessory use:

- (i) amend definitions of “garden suite” and “garage suite” to clarify that these uses are an accessory use to a one-unit dwelling;
- (ii) clarify that the gross floor area is used to determine the area of the one-unit dwelling and the garden and garage suite. Gross floor area is defined in the Zoning Bylaw as “the sum of the gross horizontal area of the building measured at each floor level. All dimensions shall be measured between exterior faces of exterior walls”;
- (iii) clarify that the gross floor area of a garden or garage suite may not exceed that of the one-unit dwelling; and
- (iv) add further provisions for development on residential sites with depths greater than 60 metres.

Minor amendments are also being proposed to:

- (i) clarify that the development standards for “accessory buildings and structures” do not apply to garden and garage suites. The Zoning Bylaw contains standards for all accessory building and structures; the regulations for garden and garage suites will be contained within their own section; and
- (ii) amend the requirement to allow for parking to be accessed from a street on corner sites that have a rear lane.

Details on the proposed text amendments are included in Attachment 1.

Process Improvements

Feedback has also been received in regard to the application process. The current application process requires that applicants provide a site plan, floor plans, building elevations, and buildings sections. In addition, a complete utility plan and a drainage plan that are signed and sealed by a professional engineer must also be submitted for review. Applicants have indicated that the requirement for a complete utility and drainage plan is costly and onerous given that this information must be submitted by applicants without knowing if their discretionary use application will be approved.

The following changes are being made to the process to reduce initial costs for the applicant and reduce the time required for the Administration to review the application:

- (i) move the requirement for submission of a detailed drainage plan to the development and building permit application rather than with the discretionary use application.
- (ii) require a site plan showing the location of proposed utility connections with a Letter of Assurance from a design professional that will confirm that the site can be serviced for all utilities with the discretionary use application. If the discretionary use application is approved, a detailed utility plan, which has been signed and sealed by a professional engineer, will be required to be submitted for review as part of the development and building permit application.

The discretionary use approval process for garden and garage suites is outlined in Attachment 2.

Options to the Recommendation

City Council may choose to deny the proposed amendment. In this case, further direction would be required.

Public and/or Stakeholder Involvement

The proposed amendments were sent to a group of local design professionals including builders, designers, and architects. The results of this consultation will be provided verbally at the Municipal Planning Commission meeting.

Communication Plan

If approved, the Zoning Bylaw amendments for garden and garage suites will be communicated through an information brochure that is available on the City of Saskatoon website and in hard copy.

Other Considerations/Implications

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

Due Date for Follow-up and/or Project Completion

The regulations regarding garden and garage suites will be further reviewed in January 2017 to determine if further amendments are required.

Public Notice

Public notice is required for consideration of this matter, pursuant to Section 11(a) of Public Notice Policy No. C01-021. A notice will be placed in The StarPhoenix two weeks prior to the public hearing date at City Council.

Attachments

1. Proposed Zoning Bylaw Text Amendments for Garden and Garage Suites
2. Discretionary Use Application Process and Requirements for Garden and Garage Suites

Report Approval

Written by: Paula Kotasek-Toth, Senior Planner, Planning and Development
Reviewed by: Alan Wallace, Director of Planning and Development
Approved by: Randy Grauer, General Manager, Community Services Department

S/Reports/DS/2015/MPC – Zoning Bylaw Text Amendment – Garden and Garage Suites/ks
FINAL/APPROVED – R. Grauer – October 21, 2015

Proposed Zoning Bylaw Text Amendments for Garden and Garage Suites

Section 2.0 Definitions		
Current Provision	Proposed Changes	Rationale
"garden suite" means a small, ground-oriented dwelling unit located in the rear yard of a one-unit dwelling and contained within a detached accessory building that has cooking, food preparation, sleeping, and sanitary facilities which are separate from those of the one-unit dwelling.	"garden suite" means a small, self-contained, ground-oriented dwelling unit that is accessory to a one-unit dwelling. It is located in the rear yard of a one-unit dwelling and has cooking, food preparation, sleeping, and sanitary facilities which are separate from those of the one-unit dwelling.	Clarify that the garden suite must be accessory to a one-unit dwelling.
"garage suite" means a dwelling unit which is attached to, or made part, of a detached accessory building located in the rear yard of a one-unit dwelling that has cooking, food preparation, sleeping, and sanitary facilities which are separate from those of the one-unit dwelling.	"garage suite" means a building containing both a garden suite and an area used as a private garage and is accessory to a one-unit dwelling. It is located in the rear yard of a one-unit dwelling.	Simplify definition and clarify that the garage suite must be accessory to a one-unit dwelling.
Section 5.7 Accessory Buildings and Structures		
Current Provision	Proposed Changes	Rationale
Garden and garage suites are detached accessory buildings; therefore, the provision of both Section 5.7 – Accessory Buildings and Structures and Section 5.43 – Garden and Garage Suites could both apply.	Include a provision that states that Section 5.7 - Accessory Buildings and Structures does not apply to garden and garage suites. The regulations for garden and garage suites will be contained within their own section.	Garden and garage suites are a detached accessory building. However, the Zoning Bylaw does not clearly state that the provisions contained in Section 5.7 do not apply to garden and garage suites. The provisions in Section 5.43 will be amended to ensure that garden and garage suites are accessory in terms of size and use to a one-unit dwelling.

Section 5.7 Accessory Buildings and Structures		
Current Provision	Proposed Changes	Rationale
The provision is included in Section 5.7 – Accessory Buildings and Structures but not in 5.43 – Garden and Garage Suites.	Include a provision that no accessory building may be constructed, erected, or moved on to any site prior to the time of construction of the principal building to which it is accessory.	This provision will ensure that a garden or garage suite is not located on a site prior to construction of the principal dwelling.
Section 5.43 Garden and Garage Suites		
Current Provision	Proposed Changes	Rationale
(3) The area of a garden or garage suite shall not exceed the area of the principal building.	The gross floor area of a garden or garage suite shall not exceed the gross floor area of the principal building. Gross floor area of a one-unit dwelling includes all areas above grade and includes an attached garage. Gross floor area of a garden and garage suite includes all areas above grade and any structure covered by a roof and supported by walls or columns.	The amendment clarifies that “gross floor area” is used to determine the area of the principal building, and provides clarification regarding what areas are to be included in determining gross floor area.
(9) One hard-surfaced parking space shall be provided for each dwelling unit on the site. Parking spaces for the garage or garden suite shall be located in the rear yard and shall be accessed via the lane where lanes exist.	One hard-surfaced parking space shall be provided for each dwelling unit on the site. The parking space required for the garden or garage suite shall not be located in a required front yard unless the subject site has no access to a rear lane.	The provision that requires the parking space to be accessed off of the lane did not allow for design flexibility on corner sites. The proposed amendment is consistent with the development standards in regard to parking for secondary suites. This will allow parking for the garden and garage suite to be located in the rear and side yards. As a result, on corner lots, required parking may be accessed from a side street or lane on a corner site.

Section 5.43 Garden and Garage Suites		
Current Provision	Proposed Changes	Rationale
(14) The maximum size of a garden or garage suite shall be 77 m ² .	The maximum gross floor area of a garden suite shall be 77 m². The maximum gross floor area devoted to the suite in a garage suite shall be 77 m². The maximum gross floor area of the private garage shall be 87 m². The maximum gross floor area of garage suite shall not exceed the gross floor area of the principal dwelling.	Provides clarification regarding the maximum size of garden and garage suites, and ensures that they are accessory to a one-unit dwelling.
New Provisions		
n/a	For the purposes of calculating the allowable gross floor area of the garden/garage suite, an existing detached accessory building shall not be considered when: a) the site is greater than 60 metres in depth; and b) where there is an accessory building located entirely within 25 metres of the rear wall of the principal dwelling; and c) where the gross floor area of a garden/garage suite (including area used as a private garage) does not exceed the gross floor area of the principal dwelling.	This additional provision will allow for design flexibility on large residential sites and maintain the principle that garden or garage suites are accessory in terms of size and use to a one-unit dwelling

Discretionary Use Application Process and Requirements for Garden and Garage Suites

APPLICATION REQUIREMENTS

1. Non-refundable application fee for a complex discretionary use (based on 2015 rates) - \$1,500.
2. Site Plan:
 - a) North arrow, scale and date of preparation;
 - b) The location and dimensions of all buildings, setbacks, and property lines;
 - c) The location and dimensions of all landscaping elements, sidewalks, driveways, parking and loading areas, including the number of parking spaces; and
 - d) All City-owned trees on and adjacent to the site.
3. Floor Plan:
 - a) Dimensions of the proposed structure;
 - b) All levels and square footage of each level; and
 - c) Dimensions and layout, location of walls, doors and windows (including sizes) and use of all rooms/areas.
4. Building Elevations and Sections:
 - a) Building Height;
 - b) Finished Ground Level; and
 - c) Elevations of finished grades, bottom of footings, top of foundation wall, and finished main floor.
5. Utility Plan*:

The plan will need certification by a Professional Engineer.

Provide location of existing water meter and proposed water connection details:

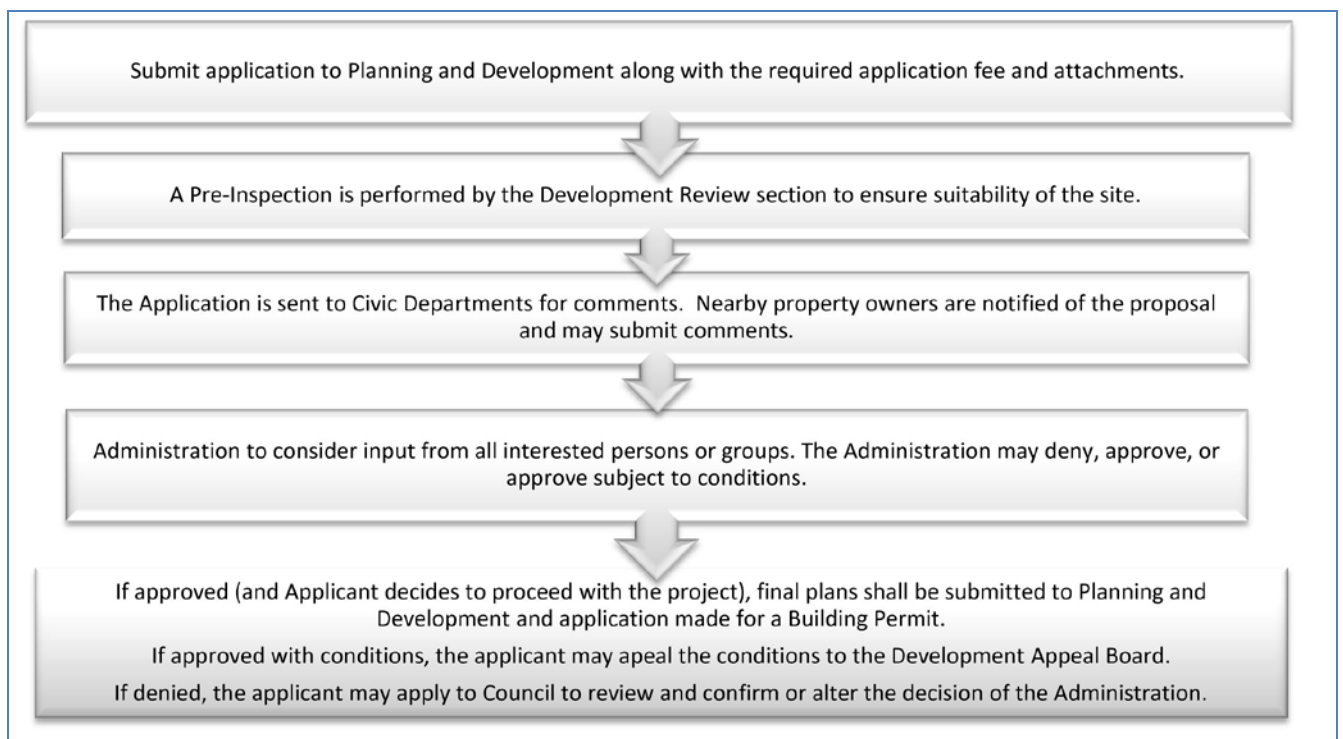
 - a) Signed and Sealed Drawings;
 - b) Commitment letter;
 - c) Letter of Assurance;
 - d) Details to be provided on drawings;
 - e) Water service - Line size and material;
 - f) Sewer service - Line size and material;
 - g) Slope of services;
 - h) Details for frost protection (insulation details if applicable);
 - i) Previous Plumbing Permit History; and
 - j) Location of existing water meter.

**The process has been amended to require a site plan showing the proposed location of the utility connections and Letter of Assurance from a design professional that will confirm that the site can be serviced for all utilities rather than detailed utility plans. If the discretionary use application is approved, a detailed utility plan, which has been signed and sealed by a professional engineer, will be required to be submitted for review as part of the development and building permit application.*

6. Drainage Plan*:
- a) Certification by a Saskatchewan Land Surveyor, Professional Engineer, or Architect;
 - b) Geodetic design elevations and drainage arrows with grades in percentages to indicate the direction of flow;
 - c) Existing geodetic spot elevations along adjacent property lines;
 - d) Location of all structures on site;
 - e) Locations and elevations of walkways and patios;
 - f) Location of foundation sump discharge and roof downspouts;
 - g) Location of elevations of basement windows and entrances; and
 - h) Location and elevation of drainage swales or other engineered drainage structures.

**The process has been amended whereby the applicants will not have to provide a drainage plan until the discretionary use application is approved*

APPLICATION PROCESS



Request for Funding — 2016 Federation Internationale de Volleyball World League Event — Special Events Policy No. C03-007

Recommendation

1. That the Standing Policy Committee on Planning, Development and Community Services support, in principle, funding in the amount of \$50,000 to Sask Volleyball for the 2016 Federation Internationale de Volleyball World League event, subject to a complete Business Plan being submitted upon successful awarding of the bid to host this event; and
2. That the Administration, upon successful awarding of the bid and review of the Business Plan submission, submit a report to the Standing Policy Committee on Planning, Development and Community Services, for final approval of funding for this event.

Topic and Purpose

The purpose of this report is to seek approval, in principle, of grant funding for the 2016 Federation Internationale de Volleyball (FIVB) World League event, an event that is in the bid process, to be hosted in Saskatoon by the Saskatchewan Volleyball Association (Sask Volleyball) in June 2016.

Report Highlights

1. Sask Volleyball is in the bid process for hosting the 2016 FIVB event that would take place in Saskatoon at the SaskTel Centre from June 22 to 26, 2016, should their bid be successful.
2. This event meets Special Events Policy No. C03-007 (Special Events Policy) criteria of having an operating budget of over \$100,000.
3. This event is anticipated to have a positive economic impact on the greater Saskatoon community.

Strategic Goal

Under the City of Saskatoon's (City) Strategic Goal of Quality of Life, the recommendations in this report support the long-term strategy to support community building through direct investment.

Background

On September 21, 2015, the Administration received a draft Business Plan submission from Sask Volleyball requesting funding in the amount of \$75,000, for the 2016 FIVB event (see Attachment 1). Sask Volleyball has also indicated the grant funding amount could be less, though a minimum of \$35,000 is required to meet bid requirements. Given that this event is in the bid process and the successful host city has not been

confirmed, the Business Plan submitted is tentative and not fully complete. As such, the Administration is bringing this funding request forward for support, in principle, pending awarding of the event to Sask Volleyball, at which time a confirmed and complete Business Plan is to be submitted and reported to the Standing Policy Committee on Planning, Development and Community Services (Committee) for final funding approval.

Although this event is in the bid process, Sask Volleyball has confirmed it is not confidential in nature.

Report

Event Highlights

The 2016 FIVB event will bring together the top national men's volleyball teams from Canada, Korea, China, and Portugal. An estimated 90 athletes and coaches will be participating in this four-day event from June 22 to 26, 2016, in preparation for the 2016 Summer Olympic Games, to be held in Brazil. This event is to be held at the SaskTel Centre.

It is estimated that 3,000 spectators, 50% of whom will be from outside Saskatoon, will purchase tickets to attend each of the six matches to be played over the course of this event. This spectator number is based on statistics from the 2015 event, in which Calgary was one of three Canadian host cities.

Additional event highlights are outlined in Attachment 2.

Operating Budget

Sask Volleyball has submitted a tentative operating budget of over \$600,000 for the 2016 FIVB event. Of this \$600,000 operating budget, 60%, or \$360,000, accounts for the television production costs associated with having the event televised on SportsNet. As per Special Events Policy criteria, only events with an operating budget over \$100,000 are eligible for this grant.

The Canadian Volleyball Association (Volleyball Canada) requires that a minimum of \$125,000 in government-related funding support be secured by the host city for this event. Sask Volleyball has submitted funding applications to Tourism Saskatchewan in the amount of \$50,000 and Sask Sport Inc. in the amount of \$25,000 for support of this event. At this time, these funding requests have not been confirmed. In conjunction with the funding request from the City for \$75,000, Sask Volleyball will surpass the minimum \$125,000 in government-related funding criteria, based on the applications submitted as identified above. With this minimum government-related funding requirement, the Administration is suggesting a grant in the amount of \$50,000 as support for this event.

Volleyball Canada is eligible to apply for a hosting grant through the Government of Canada's Sport Canada. This funding is a matching grant that relates to the level of funding support that is secured and to be provided by the Provincial and Municipal

levels of government. Once these levels of government funding have been secured, Volleyball Canada will apply for the matching grant from Sport Canada.

As this event is in the bid process, corporate funding support has not yet been sought out. It is anticipated that additional financial support will be secured upon successful awarding of this event. The amount of corporate funding to be sought out is not yet known.

Economic Impact

Projections for the six volleyball matches to be played in Saskatoon, in 2016, anticipate an estimated 3,000 spectators, approximately 50% of whom will be from outside Saskatoon, contributing toward 1,100 hotel room nights for an estimated total economic impact of approximately \$2 million. A complete Sport Tourism Economic Assessment Model (STEAM) report will be completed by Saskatoon Sport Tourism should the bid award be successful.

Options to the Recommendation

The options that may be considered are to:

- 1) deny the recommendations outlined in this report; or
- 2) suggest a grant amount other than the original amount requested.

Public and/or Stakeholder Involvement

On September 21, 2015, the Administration received a draft Business Plan submission from Sask Volleyball requesting funding in the amount of \$75,000. As this event is in the bid process, a complete and final Business Plan submission will be submitted upon award of the bid no later than March 1, 2016.

Communication Plan

The Administration will inform Sask Volleyball of the Committee's decision regarding the outcome of the recommendations outlined in this report.

Financial Implications

It is projected that the Special Event Reserve will have an uncommitted balance of \$815,639, comprised of \$455,000 in the Special Event category and \$360,639 in the Profile Saskatoon Event category, at the end of 2015. Attachment 3 outlines the projected funding and expenditures for the Special Event Reserve for 2016.

Other Considerations/Implications

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

Due Date for Follow-up and/or Project Completion

A final and complete Business Plan is to be submitted to the Administration by Sask Volleyball upon successful award of the bid to host this event, no later than March 1, 2016. As the event is to take place in June 2016, the Administration will report back to Committee no later than the May 2016 meeting, requesting final approval of this grant funding request.

Public Notice

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

Attachments

1. 2016 Federation Internationale de Volleyball (FIVB) Draft Business Plan
2. Event Business Plan Highlights
3. Projected 2016 Special Events Reserve Funding and Expenditures

Report Approval

Written by: Loretta Odorico, Facility Supervisor, Customer Service, Recreation and Sport
Reviewed by: Lynne Lacroix, Director of Recreation and Sport
Approved by: Randy Grauer, General Manager, Community Services Department

S/Reports/RS/2015/PDCS – Request for Funding – 2016 Federation Internationale de Volleyball World League Event – Special Events Policy No. C03-007/lc



Saskatoon and the FIVB World League
Special Event—Sport Event: application and business plan
outline

About the Event

FIVB World League is held each summer over a span of eight weeks and is the largest men's international volleyball event in the world. Should our bid be successful, Saskatoon would be the only Canadian city to host FIVB World League games in 2016. The proposed Saskatoon event would run over from June 22 – 26, 2016 at SaskTel Centre and would feature the Canadian men's national volleyball team verses the men's national teams from Korea, China and Portugal.

Mission Statement

Sask Volleyball and Saskatoon Sports Tourism are bidding to host the FIVB World Men's League volleyball matches in 2016. The goal of this event is to profile both Saskatoon and volleyball to a national audience.

Strategic Goals

Creating Excitement for the Sport – Our goal is for the event to be memorable volleyball experience for the teams, volunteers and spectators. We will aim to inspire the athletes to perform at their best, and to encourage the volunteers and spectators to participate in future volleyball events in the province.

Awareness of the Sport – Raising the awareness of the sport is a priority. Through a media relations strategy, world class athletes including current men's team superstar and Saskatoon-born Gavin Schmitt, will be showcased. Additionally, potential new members will learn about the benefits and opportunities available within the sport of volleyball in our city.

Leaving a Legacy – Volleyball Canada will work with Sask Volleyball and funding partners to identify long-term benefits for the community as a result of hosting this event. Tentatively the legacy projects for the event include costs associated with hosting a Technical NCCP Level 3 Coaching Clinic, a National Referee Clinic, a Volleyball Camp for Sask Volleyball Provincial Teams involving Volleyball Canada coaches and athletes, and volleyball standards, nets, and balls donated to local schools.

Setting a Precedent – Saskatoon knows how to create and execute successful and memorable events. This event aims to become the new standard of comparison for every volleyball event to follow. To support this ambition, the individuals involved in hosting previous international events will either be appointed to the host committee or will be made available to share their expertise.

[Strategic Alliance](#)

Sask Volleyball will partner with Volleyball Canada and Tourism Saskatoon to host this internationally sanctioned event, which provides an opportunity for our men's national volleyball team to compete against the best in the world while preparing for the 2016 Summer Olympic Games in Brazil.

[Local Organizing Committee](#)

The local organizing committee will be created once Saskatoon has been approved as a host committee. The committee will include Sask Volleyball staff and Board Members, Sask Volleyball alumni with International hosting experience (Mark Tennant, Wayne Hellquist), local Saskatoon volleyball club representatives, and members of the University of Saskatchewan men's volleyball team. Aaron Demyen, Executive Director, will be the Chair of the local organizing committee.

[Infrastructure Requirements](#)

Sask Volleyball has made tentative bookings with SaskTel Centre to host this event. The last time SaskTel Centre held a volleyball event was in 1999. Not only would this event enhance the profile of the newly rebranded arena, it will showcase its capacity to host sport events of any nature.

No upgrades to SaskTel Centre are needed for this event, as the arena currently meets or exceeds all of Volleyball Canada's facility requirements.

[Requested City Services](#)

Other than the facility rental of SaskTel Centre, no city services are required to host this event.

[Event Operating Budget](#)

See attached for an estimated operating budget for the FIVB World League in Saskatoon.

[Economic Impact](#)

A formal evaluation of the communities who hosted the FIVB World League in 2015 is currently being produced. Projections for the six matches to be played in Saskatoon in 2016 show an estimated 3,000 spectators per match (at least 50% from outside Saskatoon) and 1,100 hotel room nights for the weekend with an economic impact of approximately \$2.0 million.

[External Media Attention](#)

For the City of Saskatoon, by hosting this event in front of a live national television audience, the city's tourism industries can be profiled as a destination of choice, while demonstrating

Saskatoon's ability to host major sport events. Tourism commercials will be shown twice an hour during the live and taped broadcasts on Sportsnet, both during the event weekend in Saskatoon and when Canada visits the same team overseas. The television exposure will increase the city's visibility and support attracting visitors from across the country.

The most recent television ratings available indicate that the matches should expect to draw 70,000 viewers for the live broadcasts, and an additional 70,000 for rebroadcasts of each match. Match results and stories generated by Volleyball Canada and FIVB are posted on Sportsnet's website post-match, while local media typically cover the event with stories leading up to the matches and post-match, especially if there are local players on the team. Sask Volleyball is currently confirming support from the Saskatoon Star-Phoenix and local radio stations to commit to covering the event.

By hosting this event, Sask Volleyball is given the opportunity to help profile the sport across the province and the country. Saskatoon's Gavin Schmitt, currently the face of the Canadian men's national volleyball team and one of the top players in the world, will be featured in promotions during Sask Volleyball tournaments and in the media prior to Saskatoon hosting the FIVB World League. Hosting this event will showcase Sask Volleyball as a sport of choice for young athletes and will help with the recruitment of out-of-province athletes.

Past Event History

In 2015, FIVB World League events were held in three cities in Canada – Calgary, Summerside and Halifax. FIVB has modified the event in 2016 where each country hosts one weekend of matches within their pool. Volleyball Canada is looking to ensure the men's national team gets as much exposure and international competition opportunities as possible.

Non-Profit Certificate

Please see attached for Sask Volleyball's non-profit certificate.

Prize Purses

There are no prize purses associated with this event.

Event Profits

Volleyball Canada and Sask Volleyball are working with a break event budget for this event. Should the event prove to be profitable, those funds will be used to further Volleyball Canada's programming and in turn, enhance the sport of volleyball within the province.

City of Saskatoon Special Events Funding Request

Date: Monday, September 21, 2015

To: His Worship the Mayor and Members of City Council

Re: Request for Funding - City of Saskatoon Special Event—Sport Event
Federation Internationale de Volleyball (FIVB) World League weekend for Men's National Volleyball Team, June 22 – 26, 2016

From: Aaron Demyen, Executive Director, Sask Volleyball (Chair of 2016 FIVB World League bid)

Dear Saskatoon City Council,

Sask Volleyball is a registered, non-profit organization sport governing body, and along with our corporate partner Tourism Saskatoon, would like to submit a bid to Volleyball Canada to host the 2016 FIVB World League Men's International volleyball tournament in Saskatoon. Sask Volleyball would like to apply for Special Event – Sport Event funding with the City of Saskatoon to support our bid.

Sask Volleyball is requesting \$75,000 from the City of Saskatoon for this event, though a minimum of \$35,000 in support would also be acceptable. Sask Volleyball is working with the City of Saskatoon, Tourism Saskatchewan, Tourism Saskatoon and Sask Sport to reach the minimum \$125,000 in government-related host costs that Volleyball Canada requires to submit a bid. Applications have been submitted to Tourism Saskatchewan for \$50,000 and Sask Sport for \$25,000, while Tourism Saskatoon has agreed to provide \$15,000 in funding for this event.

Sask Volleyball intends to create a legacy from the event through athlete, coaching, and officiating initiatives in collaboration with the Men's National Volleyball Team, including camps and clinics connected with the weekend. The budget for an event legacy is \$15,000 for this event, and will include costs associated with hosting a Technical NCCP Level 3 Coaching Clinic, National Referee Clinic, a Volleyball Camp for Sask Volleyball Provincial Teams involving Volleyball Canada coaches and athletes, and volleyball standards, nets, and balls donated to local schools. This international sport event meets the eligibility criteria of Special Event – Sport Event policy by providing high profile publicity and significant economic benefit to the City over the course of five consecutive days.

At the \$75,000 level, the City of Saskatoon would be a major supporter of this event along with Tourism Saskatchewan and would enjoy benefits Volleyball Canada has outlined for that support level. A detailed summary of the recognition will be provided in an updated Business Plan upon approval of the grant.

Volleyball Canada is open to additional/alternative sponsor activation ideas. Sask Volleyball has no problem for all of the requested funding to be released at the conclusion of the event. Funding will be used to cover costs such as rental fees, television production costs, legacy project, signage, etc.

On behalf of Sask Volleyball and our partners, thank you for your consideration for support. Please let me know if you have any questions, and we look forward to hearing the results of our application.

Sincerely,

A handwritten signature in black ink, appearing to read "A. Demyen".

Aaron Demyen
Executive Director
Sask Volleyball

Saskatchewan



**Information
Services
Corporation**

Corporate Registry

Profile Report

Entity No: 203257
Entity Name: SASKATCHEWAN VOLLEYBALL ASSOCIATION

As of: 28-Nov-2014

Entity Name: SASKATCHEWAN VOLLEYBALL ASSOCIATION

Entity Number: 203257

Status as of Profile date: Active

Entity Type: NON-PROFIT CORPORATION
Entity Sub Type: SASKATCHEWAN CHARITABLE CORPORATION

Incorporation Date: 08-Sep-1975
Home Jurisdiction: SASKATCHEWAN
Annual Return/Renewal Date: 31-Oct-2015
Fiscal Year End Date: 31-Aug-2014
Financial Statement Due Date: 31-Dec-2014

Nature of Activities: TO DEVELOP INTEREST, PARTICIPATION AND EXCELLENCE IN VOLLEYBALL THROUGH THE PROMOTION AND PROVISION OF QUALITY SERVICES FOR ALL

Auditor(s):
Name: BERGER BELANGER
Address: 202 - 2022 CORNWALL ST
City/Province: REGINA, SK
Country/Postal Code: CANADA,

Registered Office:
Name: SASKATCHEWAN VOLLEYBALL ASSOCIATION
Address: 1750 MCARA ST
City/Province: REGINA, SK
Country/Postal Code: CANADA, S4N6L4
Attention: AARON DEMYEN

Mailing Address:
Name: SASKATCHEWAN VOLLEYBALL ASSOCIATION
Address: 1750 MCARA ST
City/Province: REGINA, SK
Country/Postal Code: CANADA, S4N6L4
Attention: AARON DEMYEN

Allowable Number of Directors: Min: 5 Max: 18

Director/Officer Information:

Dir Became:	17-Nov-2012		
Name:	FAHLMAN, KEENAN	Director:	YES
Address:	BOX 153		
City/Province:	HOLDFAST, SK		
Country/Postal Code:	CANADA, S0G0H0		
Resident Canadian:	YES		

Director/Officer Information:

Dir Became:	09-Nov-2014		
Name:	HAMMEL, LORI	Director:	YES
Address:	52 WELKER CRESCENT		
City/Province:	SASKATOON, SK		
Country/Postal Code:	CANADA, S7H3M4		
Resident Canadian:	YES		

Director/Officer Information:

Dir Became:	06-Nov-2011		
Name:	KNOOP, CHRISTOPHER	Director:	YES
Address:	838 SASKATCHEWAN ST W		
City/Province:	MOOSE JAW, SK		
Country/Postal Code:	CANADA, S6H2T8		
Resident Canadian:	YES		

Director/Officer Information:

Dir Became:	07-Nov-2010		
Dir Ceased:	09-Nov-2014		
Name:	MCCORMICK, MARIAN	Director:	NO
Address:	2607 GRAINGER PL		
City/Province:	REGINA, SK		
Country/Postal Code:	CANADA, S4V0X7		
Resident Canadian:	YES		

Director/Officer Information:

Dir Became:	17-Nov-2012		
Name:	SAXTON- RICHARDS, SHERRY	Director:	YES
Address:	BOX 2080		
City/Province:	ASSINIBOIA, SK		
Country/Postal Code:	CANADA, S0H0B0		
Resident Canadian:	YES		

Director/Officer Information:

Dir Became:	09-Nov-2014		
Name:	SOROKAN, COLE	Director:	YES
Address:	214 2ND STREET W		
City/Province:	PRINCE ALBERT, SK		
Country/Postal Code:	CANADA, S6V4P6		
Resident Canadian:	YES		

Director/Officer Information:

Dir Became:	01-Nov-2009		
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Name: CALLANDER, CHARLENE **Director:** YES
Address: 3018 SALTERIO CR **Officer Position:** PRESIDENT
City/Province: REGINA, SK
Country/Postal Code: CANADA, S4V1C9
Resident Canadian: YES
Director/Officer Information:
Dir Became: 06-Nov-2011
Name: DAM, LEO VAN **Director:** YES
Address: 118 - 535 MCWILLIE AVE **Officer Position:** VICE PRESIDENT
City/Province: SASKATOON, SK
Country/Postal Code: CANADA, S7S1J1
Resident Canadian: YES
Director/Officer Information:
Dir Became: 28-May-2005
Name: DELORME, JACQUES **Director:** YES
Address: 8014 KNOX PLACE **Officer Position:** REFREE PROGRAM
City/Province: REGINA, SK
Country/Postal Code: CANADA,
Resident Canadian: YES
Director/Officer Information:
Dir Became: 09-Nov-2014
Name: PINAY, ANGELLA **Director:** YES
Address: BOX 166 **Officer Position:** TREASURER
City/Province: COWESSESS, SK
Country/Postal Code: CANADA, S0G5L0
Resident Canadian: YES
Director/Officer Information:
Dir Became: 17-Nov-2012
Dir Ceased: 09-Nov-2014
Name: TAYLOR, LEEANN **Director:** NO
Address: 4630 EAST PINCHERRY PLACE **Officer Position:** TREASURER
City/Province: REGINA, SK
Country/Postal Code: CANADA, S4V1N1
Resident Canadian: YES

Membership Structure:

Class	Voting Rights	Number of Members
CLASS A	YES	12000

General Information:

Licensed with Consumer Protection Branch: NO

Number of Paid Full Time Employees: 8

Number of Paid Part Time Employees: 4

Event History:

Event	Date
CONVERSION	10-Sep-1999
ANNUAL RETURN	03-Feb-2000
FINANCIAL STATEMENT	17-Nov-2000
ANNUAL RETURN	17-Nov-2000
FINANCIAL STATEMENT	30-Apr-2001

FINANCIAL STATEMENT	08-Jan-2002
ANNUAL RETURN	08-Jan-2002
ANNUAL RETURN	06-Aug-2002
FINANCIAL STATEMENT	03-Feb-2003
FINANCIAL STATEMENT	09-Feb-2004
ANNUAL RETURN	09-Feb-2004
ANNUAL RETURN	30-Dec-2004
FINANCIAL STATEMENT	23-Mar-2005
FINANCIAL STATEMENT	30-Jan-2006
ANNUAL RETURN	30-Jan-2006
ANNUAL RETURN	25-Oct-2006
FINANCIAL STATEMENT	29-Jan-2007
ANNUAL RETURN	31-Oct-2007
FINANCIAL STATEMENT	26-Feb-2008
FINANCIAL STATEMENT	18-Nov-2008
ANNUAL RETURN	18-Nov-2008
FINANCIAL STATEMENT	03-Nov-2009
ANNUAL RETURN	03-Nov-2009
FINANCIAL STATEMENT	15-Nov-2010
ANNUAL RETURN	15-Nov-2010
ANNUAL RETURN	21-Nov-2011
FINANCIAL STATEMENT	21-Nov-2011
ANNUAL RETURN	11-Sep-2012
FINANCIAL STATEMENT	04-Dec-2012
NOTICE OF DIRECTORS	14-Feb-2013
FINANCIAL STATEMENT	28-Nov-2013
ANNUAL RETURN	28-Nov-2013
ANNUAL RETURN (Filed on the Web)	28-Nov-2014

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World League Volleyball

Budget

Saskatoon June 22-26, 2016

Revenue

Item	Total	Notes
Ticket Sales	\$ 270,000.00	Adult 1500*\$20, Youth 1500*\$10 x six matches
Government of Canada	\$ 165,000.00	matching grant from local and prov sources incl. SaskTel Centre 4.5K in-kind
Provincial/Municipal Government	\$ 165,000.00	Sask Sport 25K, City of Saskatoon 75K, Tourism Saskatoon 15K, Tourism Sask 50K
Local Sponsors	\$ 10,000.00	
Merchandise	\$ 1,000.00	
Miscellaneous	\$ 2,000.00	Program Sales 1K, In-kind sponsors 1K
Total General Revenue	\$ 613,000.00	

Expenses

Item	Total	Notes
TV Production Costs	\$ 360,000.00	In-house production costs, Sportsnet broadcast fees (6 matches x \$60K)
Hosting - Practice Court Rental	\$ 1,000.00	3 days for both teams
Hosting - Venue Rental	\$ 24,600.00	2 days setup + 3 comp days CUC arena + housing costs
Hosting - Venue Labor and Ancillary	\$ 9,800.00	Forklift, Ice out, facility prep, glass out, roll away seats, tables, cleanup, other
Hosting - Venue Supervision	\$ 2,250.00	5 various facilit supervisors * \$25/hr * 18 hrs
Hosting - Venue scoreboard and electrical	\$ 1,660.00	
Hosting - Ticketing Fees	\$ 7,598.00	\$200 setup, 2.74% fee
Hosting - Corporate Suite and catering	\$ 1,500.00	
Hosting - Accommodation	\$ 56,000.00	Holiday Inn 70 rooms * 5 nights * \$160
Hosting - Meals	\$ 40,500.00	90 athletes/coach/staff of four teams, refs, hosting staff x 5 days average x \$90/day
Hosting - Local Transportation	\$ 16,000.00	Coach 2*\$1000/day coach * 5 days. van rentals 6 * \$200/day including gas * 5 days
Hosting - Other	\$ 10,000.00	local officials, misc
Floor Set Up & Shipping	\$ 7,000.00	Volleyball Canada organizes
Advertising & Promotion	\$ 25,000.00	Volleyball Canada, Host Committee, and Local Tourism coordinate
Photographer & Press Clipping	\$ 2,500.00	
On-Site Promo & Talent	\$ 3,000.00	On-court emcee, crowd prizes
Medical	\$ 3,000.00	On-court coverage with SMSCS
Legacy - Support & Development	\$ 15,000.00	Pre-event athlete, coach, and official initiatives partnering with National Team.
Staffing/Overhead Expense	\$ 10,000.00	Court Builders, Sask Volleyball staff, Volleyball Canada Staff, etc
Total General Expense	\$ 596,408.00	

NET SURPLUS (DEFICIT) \$ 16,592.00

Event Business Plan Highlights

Sask Volleyball is currently in the bid process to host the 2016 Federation Internationale de Volleyball (FIVB) World League event, to be held in Saskatoon June 22 to 26, 2016.

The goal of hosting this event is to create excitement for the sport of volleyball by showcasing international teams as they prepare for the 2016 Summer Olympic Games. In addition, Sask Volleyball aims to increase awareness of, and participation in, the sport of volleyball by hosting this high calibre event in Saskatoon.

The venue for this event will be the SaskTel Centre. No other civic services are being requested by Sask Volleyball to host this event in Saskatoon.

Sask Volleyball is requesting \$75,000 in grant funding support from the City of Saskatoon under the Special Event category of Special Event Policy No. C03-007. These funds will be used toward the cost of the television broadcasting of this event on Sportsnet.

This event is anticipated to garner national media coverage, as it is to be televised on Sportsnet. Based on recent television ratings available, these televised matches are anticipated to draw 70,000 viewers for the live broadcasts of the event. Sask Volleyball is currently confirming support from local media outlets (television and radio) to provide local coverage of this event.

A local organizing committee will be created once Saskatoon has been awarded the hosting of this event. The committee will be chaired by Aaron Demyen, Executive Director of Sask Volleyball.

Volleyball Canada will work with Sask Volleyball to identify long-term benefits for the community as a result of hosting this event in Saskatoon. Tentative legacy projects may include the hosting of a Technical National Coaching Certification Program Level 3 Coaching Clinic and National Referee Clinic in Saskatoon, along with holding a volleyball camp with national coaches and athletes for Saskatchewan provincial athletes. In addition, volleyball equipment is planned to be donated to local schools as another legacy project option. Further information relating to legacy components will be confirmed and identified in the event business plan upon successful awarding of this event.

Projected 2016 Special Events Reserve Funding and Expenditures

	SPECIAL EVENTS	PROFILE SASKATOON	TOTAL RESERVE
2015 Projected Ending Balance	(\$455,000)	(\$360,639)	(\$815,639)
2016 Annual Provision	(\$250,000)	(\$250,000)	(\$500,000)
2016 Projected Requests	\$0	\$180,000	\$180,000
2016 Federation Internationale de Volleyball World League Event	\$50,000	\$0	\$50,000
2016 Projected Closing Balance	(\$655,000)	(\$430,639)	(\$1,085,639)

Special Event Fund Management - Consultation Results and Draft Event Evaluation Rating Tool - Special Events Policy

Recommendation

1. That the proposed criteria for the evaluation rating tool, the proposed revisions to the Special Events Policy No. C03-007, and the process for administering the funds be endorsed; and
2. That the Administration report back outlining the final policy revisions and evaluation rating tool metrics for City Council approval.

Topic and Purpose

This report provides a summary of the results from the Administration's consultation with other municipalities and agencies related to processes and adjudication of special event grant funding. This report also presents the proposed best practices and evaluation criteria to be incorporated into the Special Events Policy No. C03-007 (Special Events Policy).

Report Highlights

1. The Administration consulted with 12 municipalities and agencies to identify grant funding program best practices and event evaluation criteria including a proposed new rating tool.
2. The Administration has identified several areas of the Special Events Policy where revisions are needed to reflect current best practices.
3. In response to Tourism Saskatoon's proposal to manage the Special Events Reserve, the Administration, in consultation with Tourism Saskatoon, is proposing a new committee be established consisting of representatives from the civic Administration and other external stakeholders, to adjudicate event applications.

Strategic Goal

Under the Strategic Goal of Quality of Life, this report supports the long-term strategy to support community building through direct investment, community development expertise, and support to volunteers on civic boards, committees and community associations.

Background

At its meeting on May 4, 2015, the Standing Policy Committee on Planning, Development and Community Services (Committee) resolved, in part, that:
"the review of the Special Events Policy criteria be combined with the review of the Tourism Saskatoon Special Event Fund Management proposal..."

Special Event Fund Management - Consultation Results and Draft Event Evaluation Rating Tool - Special Events Policy

The outcomes for this full review of the Special Events Policy were to:

- a. Identify best practices for the administration of special event grant programs;
- b. Develop an event evaluation rating tool (rating tool) to assist in the assessment of special event grant applications; and
- c. Recommend revisions to the Special Events Policy in order to incorporate the items outlined above.

Report

Best Practices and Evaluation Criteria

After initial web site searches, a short list of 12 municipalities and agencies, as outlined in Attachment 1, were identified for follow-up telephone interviews to garner more detailed information about their event grant program, policy, and adjudication criteria.

The groups consulted varied widely in the type of event grant programs offered and the adjudication processes and tools used to consider applications for funding.

The consultation process identified some commonalities in how event funding programs are administered, and the details are outlined in Attachment 2. Based on the commonalities found through the consultation process, the Administration has identified the following as best practices for consideration in its review of the Special Events Policy:

- a) use of predetermined minimum and maximum funding limits;
- b) use of an adjudication committee, whether internal or external, to review and evaluate event applications;
- c) use of an event evaluation guideline or rating tool to review and evaluate event applications;
- d) incorporating the Strategic Goal of Quality of Life and relevant Recreation and Parks Master Plan (Master Plan) service outcomes into the rating tool; and
- e) incorporating criteria relating to community benefit into the rating tool.

Based on the results of the consultation process and identification of best practices, the Administration has developed a draft rating tool (see Attachment 3). The rating tool has a total of eight components for the evaluation of event applications.

Of significance, this rating tool has incorporated the Strategic Goal of Quality of Life and the service outcomes from the Master Plan so that events being considered for funding are, at a minimum, meeting the strategic goal and one service outcome in order to be eligible for funding. The benefit to the community has also been identified as criteria for consideration. Since the funding for special events is taxpayer supported, it is important that the events provide positive opportunities and experiences for citizens to be engaged in and connected to the community through their participation in events.

Special Event Fund Management - Consultation Results and Draft Event Evaluation Rating Tool - Special Events Policy

Proposed Policy Revisions

Clarify Need for External Media Profile

The Profile Saskatoon Event category definition is one area of the Special Events Policy that requires revision, as much of the emphasis is on enhancing Saskatoon's profile through external media attention. In the recent past, it has become more apparent that there are events that may not necessarily meet this requirement for external media criteria, yet are of value to the city from an economic and industry sales perspective.

Reduce Reliance on Legacy Component

The legacy component of the Special Events Policy is another area requiring revision, or possible deletion, as this requirement, as described in the Special Events Policy, continues to be a challenge for event applicants to meet. With the inclusion of the community benefit criteria in the rating tool, the lasting benefit to the community could be achieved by the event itself; therefore, perhaps the legacy component as a stand-alone component is no longer required.

Clarify Use of Unexpended Youth Sport Subsidy Fund

The Administration has also identified the need to separate the components related to the Unexpended Youth Sport Subsidy Funds from the Special Events Policy, as this funding program is specific only to those groups who are receiving the Youth Sport Subsidy. This funding program can be incorporated into the existing Youth Sport Subsidy-Allocation Criteria Policy No. C03-034.

Establish Adjudication Committee to Review Applications

The Administration suggests that the Special Events Policy be revised to include the establishment of an adjudication committee to review and approve event applications; similar to the adjudication committee that is used to review Youth Sport Subsidy Special Event funding applications. This adjudication committee would consist of civic Administration, and other external stakeholders who have a vested interest in events taking place in the city.

Predetermined Intake Dates

Another suggested Special Events Policy revision is to have predetermined intake dates for event applications. Annual intake periods could be October and March, with the understanding that event applications can be received outside of these intake periods if there are bid timing requirements that need to be met.

Tourism Saskatoon Proposal

In regard to Tourism Saskatoon's proposal to manage the Special Events Funding Program, consideration should be given to the establishment of a new adjudication committee to evaluate and approve all funding applications under the Special Event Policy, under both the Special Events and Profile Saskatoon categories. Should the Committee support this concept, the Administration would recommend a number of conditions, as outlined in Attachment 4. The Administration would provide support to this committee in a similar fashion to the other grant adjudication committees.

Special Event Fund Management - Consultation Results and Draft Event Evaluation Rating Tool - Special Events Policy

Options to the Recommendation

The Committee may choose to further clarify or modify the criteria used in the draft rating tool and the identified Special Events Policy revisions, as well as the proposed establishment of an adjudication committee.

Public and/or Stakeholder Involvement

The Administration has consulted with Tourism Saskatoon to review the draft rating tool, as well as Tourism Saskatoon's proposal to manage the Special Events Reserve. Saskatoon Tourism approves the recommendations in this report and upon review, indicated they support the concept of an adjudication committee and since they are often the conduit through which most groups apply for special event funding, suggest they not be part of the adjudication committee. Tourism Saskatoon would also like to ensure that, beyond the predetermined intake dates for event applications, there is flexibility around the application intake dates in order to conduct business in a timely manner. The Administration will continue to work with Tourism Saskatoon as policy and process amendments are considered.

Communication Plan

As the process unfolds, the Administration will advise relevant stakeholders at appropriate times.

Policy Implications

Upon clarification from the Committee, the Administration will make the applicable revisions to the Special Events Policy No. C03-007 and the Youth Sports Subsidy Policy No. C03-034 and report back through Committee for City Council approval.

Other Considerations/Implications

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

Due Date for Follow-up and/or Project Completion

A final report outlining policy revisions and the rating tool is anticipated to be presented within the next three months.

Public Notice

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

Attachments

1. Municipality and Agency Consultation List
2. Summary of Consultation Results
3. Draft Event Evaluation Rating Tool – Special Events Policy No. C03-007
4. Management of Profile Saskatoon Event Funds Conditions

Special Event Fund Management - Consultation Results and Draft Event Evaluation Rating Tool - Special Events Policy

Report Approval

Written by: Loretta Odorico, Facility Supervisor, Customer Service, Recreation and Sport
Reviewed by: Lynne Lacroix, Director of Recreation and Sport
Approved by: Randy Grauer, General Manager, Community Services Department
Murray Totland, City Manager

S/Reports/RS/2015/PDCS – Special Event Fund Management - Consultation Results and Draft Event Evaluation Rating Tool –
Special Events Policy/lc
BF 048-15

Municipality and Agency Consultation List

1. City of Calgary
2. City of Edmonton
3. City of Regina
4. City of Saskatoon—Community Development Division
5. City of Vancouver
6. City of Victoria
7. City of Winnipeg
8. Saskatchewan Lotteries
9. Sask Sport Inc.
10. Saskatchewan Parks and Recreation Association
11. Tourism Saskatchewan
12. Tourism Saskatoon

Summary of Consultation Results

The outcomes of this consultation process were to:

1. Identify best practices for the administration of special event grant programs;
2. Develop an adjudication criteria rating tool to assist in the assessment of special event grant applications; and
3. Recommend revisions to the City of Saskatoon's (City) Special Events Policy No. C03-007, in order to incorporate these best practices and adjudication criteria.

Consultation Results

1. Types of Events for Which Funding is Available
 - a. All groups consulted provided event funding for major sporting events, festivals, arts events, cultural events, and events that are national and international in scope (typically sport events). Some of the groups also provided funding support for community sport or festival type of events that were more local in their scope.
 - b. A majority of groups consulted did not provide event funding for conferences, tradeshow, meetings, or conventions. The Cities of Edmonton and Winnipeg do provide funding support for conferences through a separate program within their organization that is not considered an event grant program; more like a sponsorship agreement.
2. Funding Limits
 - a. A majority of groups had predetermined funding limits for the event grant programs they administered.
 - b. Some of these predetermined funding limits were based solely on providing a percentage of the total gross event operating budget to a maximum amount. For example, the funding percentages ranged from 25% to 50% of event total gross operating budget to a maximum of \$100,000.
 - c. Some of these predetermined funding limits were based on the type of event, with a minimum and maximum range. For example, provincial events had funding limits ranging from a minimum of \$3,000 to maximum of \$10,000; national events had funding limits ranging from a minimum of \$4,000 to a maximum of \$25,000; and international events had funding limits ranging from a minimum of \$5,000 to a maximum of \$50,000.

3. Adjudication Criteria

- a. The majority of groups evaluated event applications using general guidelines that had to be met for approval of the application. Only a few groups had a scoring tool or rating framework from which the event application would be evaluated.
- b. Regardless of whether guidelines or a scoring tool was used, the following were common criteria (not a comprehensive listing) seen to be of importance in considering event applications:
 - i. community benefit and involvement (including social and cultural development, extent to which quality of life is enhanced by event taking place, extent of volunteer participation, and extent of public access to the event);
 - ii. extent to which the event supports the City's or agency's strategic goals;
 - iii. financial support from other sources;
 - iv. quantifiable economic impact;
 - v. extent to which event will attract visitors;
 - vi. organizational effectiveness and competence of hosting organization and its financial stability and accountability; and
 - vii. evidence of clear event mandate and outcomes.

4. Adjudication Committees

- a. A majority of groups utilized an adjudication committee to review event applications.
- b. Some adjudication committees were made up of only internal organization representatives, while others were made up of both internal and external stakeholder representation. For example, the City of Vancouver has an adjudication committee made up of representatives from the Vancouver Parks Board, Tourism Vancouver, the University of British Columbia, and provincial sport organizations.
- c. Those groups who did use an adjudication committee of both internal and external stakeholders felt it worked well, as all had a vested interest in hosting events.

5. Approval Process

- a. A majority of the municipalities require City Council approval for event funding requests, based on recommendations from internal or external adjudication committees.

6. Annual Application Intake Periods

- a. A majority of groups have a minimum of two intake periods per year; typically October and March.

DRAFT Event Evaluation Rating Tool - Special Events Policy No. C03-007

	Criteria	Metric	Points Available	Points Awarded	Point Value Weighting Factor	Total Score Pre-Event	Total Score Post-Event
Strategic Goals and Outcomes	Meets Corporate Strategic Goals and/or Recreation and Parks Master Plan Service Outcomes Corporate Strategic Goal: Recreation and Parks Master Plan Service Outcomes: Note: Event must meet a minimum of one Master Plan Service Outcome to qualify	Quality of Life	1		15		
		1. Special Events and Celebrations Connect Citizens in Saskatoon: This event encourages citizens to connect to all aspects of the Saskatoon community beyond their own geographic community.	1				
		2. Local Community Groups Thrive in Saskatoon: Local community groups benefit from opportunities in leadership training and skill development, for example, as a direct result of this event.	1				
		3. Residents will Experience, and are Motivated Through, Local Sporting Events: community identity, spirit, and pride are fostered through the opportunity to experience this event and citizens are motivated to participate more often in activities.	1				
		4. Social Interaction Connects Citizens of Saskatoon: This event develops community cohesion through the social interaction opportunities provided to citizens as participants/spectators of the event.	1				
Financial Resources	Federal and/or Provincial Government Funding		Point Rating			0	0
		Funding amount is equivalent to or greater than that requested of City	3		20		
		Funding amount is less than that requested of City	1				
		No Government Funding	0				
		Government funding is confirmed	2				
		Government funding request submitted and not yet confirmed	1				
	Financial Support from Private/Other Sources (Examples of "Other Sources" may include ticket sales, registration fees)	High level of private/other financial support (15% of overall operating budget)	3				
		Medium level of private/other financial support (10% of overall operating budget)	2				
		Low level of private/other financial support (5% of overall operating budget)	1				
		No private/other financial support	0				
			Point Rating			0	0
Economic Impact	Economic Impact (For sporting events, use Sport Tourism Economic Assessment Model [STEAM] as guide for determining moderate, significant economic impact). (For non-sporting events, assess the direct spend impact of hotels, food, etc.)	Event will draw significant non-local spending into the city and give the community provincial, national and/or international exposure (over \$5 million)	3		20		
		Event will draw significant non-local spending into the city (over \$500,000 and under \$5 million)	2				
		Event will draw moderate non-local spending into the city (under \$500,000)	1				
			0				
		Event will not draw any significant non-local spending into the city					
			Point Rating			0	0

DRAFT Event Evaluation Rating Tool - Special Events Policy No. C03-007

	Criteria	Metric	Points Available	Points Awarded	Point Value Weighting Factor	Total Score Pre-Event	Total Score Post-Event
Community Benefit	Community Benefit Opportunity for community to participate as volunteers, participants, and/or spectators of the event and/or involvement in pre or post event workshops.	High level of community opportunities Medium level of community opportunities Low level of community opportunities No community opportunities	3 2 1 0		15		
			Point Rating			0	0
Media Exposure	Media Exposure	National Media Exposure Local/Provincial Media Exposure	3 1		5		
			Point Rating			0	0
Event Scope	Event Scope International Events: % of Event Participants from outside Canada National Events: % of Event Participants from other provinces Local Events	Minimum 15% participants from outside Canada Minimum 25% participants from outside Saskatchewan Participation is primarily from Saskatoon and surrounding area	4 3 1		10		
			Point Rating			0	0
Participation	Event Participation Numbers (athletes, officials, participants, spectators, and volunteers)	5000+ 2500 - 5000 1000 - 2500 Under 1000	4 3 2 1		10		
			Point Rating			0	0
Event Season	Timing of Event Based on the actual trending for the specific event market and looking to fill off- or low-season times	Fills market off-season requirement Hosted during atypical season for the market	2 1		5		
			Point Rating			0	0
				0		0	0

Funding Amount Eligibility:

1. **Score between 285 and 445** considered meeting all criteria requirements to a high level and eligible for funding of 25% of total gross operating expenses to a **maximum of \$100,000 grant funding**
2. **Score between 170 and 285** considered meeting some criteria requirements to a moderate level and eligible for funding of 25% of total gross operating expenses to a **maximum of \$50,000 grant funding**
3. **Score under 170** considered meeting limited criteria requirements to a minimum level and eligible for funding of 25% of total gross operating expenses to a **maximum of \$25,000 grant funding**
4. **Score under 80** considered not eligible for funding

Management of Special Event Funds Conditions

The following conditions are recommended to be applied to the management of the Special Event Reserve by a new adjudication committee:

1. That Special Events Policy No. C03-007 (to be updated) guide the process of eligibility and adjudication for Saskatoon special events;
2. That the rating tool be used to assess the merit of event applications and determine the level of funding to be provided;
3. That any funding amounts proposed which exceed the established funding maximum of \$100,000 will require an exception to policy and be approved by City Council;
4. That issues related to conflict of interest be addressed in formation and process related to the new adjudication committee; and
5. That the new adjudication committee be required to report to City Council annually on the grant funding awards and the status of the Reserve balance.

City of Saskatoon's Response to Syrian Refugee Crisis – Additional Information

Recommendation

That the information be received.

Topic and Purpose

This report provides additional information on potential responses to the Syrian refugee crisis as requested by the Standing Policy Committee on Planning, Development and Community Services (Committee) at the October 6, 2015 meeting.

Report Highlights

1. There are no significant updates from the community or other levels of government at this time.
2. The City of Saskatoon (City) is in the planning stages of a community education and awareness forum and has identified the cost implications of assisting the Saskatoon Refugee Coalition and other refugee-serving agencies with an overall communication strategy.
3. The Administration has identified a process to include privately sponsored refugees in the Leisure Access Program and the Discounted Bus Pass Program.

Strategic Goal

Under the Strategic Goal of Quality of Life, the information presented in this report supports the four-year priority to implement the Immigration Action Plan.

Background

During its October 6, 2015 meeting, the Committee resolved:

- “1. That the information be received;
2. That the initiatives identified on page 3 of the October 5, 2015 report of the General Manager, Community Services, with no cost implications including A, C, D, F, G, and H, be supported;
3. That the Administration report further with respect to any cost implications, of items B and E on page 3 of the above report; and
4. That the Administration consult with the provincial and federal government on what they are doing in the areas identified including the issues of transit services and issues around the identified options, and check further with organizations in the community, including faith-based organizations and those supporting refugees, on any updated information for further reporting to the Committee.”

A further report was requested for the November 2, 2015 meeting of the Committee.

Report

Updates from Community Organizations and Provincial and Federal Governments

Since the last report of October 6, 2015, the refugee crisis overseas has continued. The Saskatoon community remains connected internationally and nationally via the Welcome Refugees national community and the Canadian Council of Refugees; regionally through the Saskatchewan Association of Immigrants Settlement and Integration Agencies; and locally through the Saskatoon Refugee Coalition (SRC). Membership in the SRC includes all settlement-serving agencies in Saskatoon, all Saskatoon Sponsorship Agreement Holders, and other community members and organizations.

The Administration spoke with representatives from the community as well as the immigration divisions of both the provincial and federal governments, and at this time, there are no further updates with respect to the timing of arrival or potential numbers of refugees. There are no further updates with respect to where there may be additional funding supports made available or when it may come available.

Saskatoon Transit also contacted their counterparts from the provincial and federal governments asking if any new programs are being put in place to support additional immigrants/refugees or to directly support municipalities in provision of additional public transit services for immigrants not sponsored by the federal government. The response from the province was that, at present, there are no additional programs being put in place. Saskatoon Transit has not received a formal response from the federal government at this time, but the initial response was that they did not know if there were any changes to programs forthcoming.

Cost Implications for Awareness, Education, and Communications Support

The Administration, in partnership with the SRC, is coordinating an awareness and education event on the refugee crisis at the Roxy Theatre on November 10, 2015, at 6:30 p.m., entitled: "Refugees Welcome: From Compassion to Action." This initiative is funded through the current operating budget.

As noted in the October 6, 2015 report, there are a number of initiatives that the refugee-serving agencies have identified as in need of some funding support in order to have a more coordinated communication strategy and to provide information to potential sponsoring agencies and the general public. The SRC is the most likely place residents would go to get information regarding refugee support, sponsorship, settlement, and integration. The City could provide support to the SRC for the development of a communication strategy that includes activities indicated in Table 1.

Table 1 – Potential Activities to Support the SRC

Coordination of small information sessions in the community on issues regarding refugees	\$300/session x 3 sessions = \$ 900
Development and short-term (6 months) management of a website for the SRC	\$4,000
Designing and printing of items such as brochures, posters, banner and informational items	\$1,100
Total cost	\$6,000

Including Privately Sponsored Refugees in the Leisure Access Program and the Discounted Bus Pass Programs

Citizenship and Immigration Canada (CIC) provides private sponsoring groups with information around financial requirements and needs for refugees. Included in this package of information is a sponsorship cost table indicating estimated income support required for refugees for the first year based on family size. The Administration has compared this information with the Low Income Cut-Offs used for the Leisure Access Program, and these rates fall within these cut-offs. The recommended process for privately sponsored refugees would be similar to the process utilized for Government-Assisted Refugees, with the sponsoring agency providing a letter confirming the refugee status of their applicants the same way CIC does for its clients. This process could be implemented immediately with only marginal financial implications.

Options to the Recommendation

The Committee/City Council could direct the Administration to implement any of the above noted actions.

Public and/or Stakeholder Involvement

The Administration continues to meet with key stakeholders in the community and together are planning the upcoming information session on November 10, 2015, as well as future community and stakeholder meetings.

Communication Plan

The Administration will continue working with community stakeholders involved with refugee settlement and support to share information and assist in planning and hosting community information sessions and work towards developing a communication strategy.

Financial Implications

The financial implications of the communication strategy activities as shown in Table 1 above, total \$6,000. There are no existing operating funds to assist with these costs, nor any residual grant funding remaining for 2015. City Council does have, at their discretion, the annual allocation in the Community Contingency Fund and reserve from the Assistance to Community Groups Cash Grant Social Program. The current balance in this reserve is \$11,600, and there is an additional \$4,800 available from the current 2015 budget allocation.

Other Considerations/Implications

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

Due Date for Follow-up and/or Project Completion

Follow-up could begin immediately with work in the community being done over the next six to eight months, as directed by the community.

Public Notice

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

Report Approval

Written by: April Sora, Immigration, Diversity and Inclusion Consultant, and
Shannon Hanson, Social Development Manager, Community Development

Reviewed by: Lynne Lacroix, Director of Community Development

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

S/Reports/CD/PDCS – City of Saskatoon's Response to Syrian Refugee Crisis – Additional Information/lc
BF 074-15

Leisure Centre Quarterly Report

Recommendation

That the information be received.

Topic and Purpose

This report summarizes the marketing initiatives, revenues collected, and participation numbers at the leisure centres during the period of January 1 to August 31, 2015.

Report Highlights

1. The City of Saskatoon (City) has a role to play in directly providing programs and activities, as well as providing space within the leisure centres for users to rent and offer programs and activities, all of which add to the overall participation numbers at the facilities.
2. An overview of the leisure centres' program and rental revenues is provided. Family and school use of the leisure centres continues to be strong.
3. The Leisure Centre Marketing Plan (marketing plan) was developed in order to achieve a consistent and stronger brand for the leisure centres, as well as the programs and opportunities offered at the leisure centres.

Strategic Goals

The Leisure Centre Quarterly Report supports the Strategic Goal of Continuous Improvement by providing high-quality services to meet the dynamic needs and expectations of Saskatoon's citizens. This initiative also supports the Strategic Goal of Quality of Life by providing citizens access to facilities and programs that promote active living.

Background

At its June 1, 2015 meeting, the Standing Policy Committee on Planning, Development and Community Services resolved:

"That the Administration submits quarterly reports to the Standing Policy Committee on Planning, Development and Community Services regarding marketing, revenues, and participation at the leisure centres".

Report

Participation

Participation rates for the recreation and cultural facilities has been identified as one of the Corporate performance targets. The target measures the success in growing and maintaining overall participation at City-owned recreation facilities. At the leisure centres, the City directly provides programs and activities, and provides rental space within the facility for other service providers to offer programs or activities.

Participants who utilize the direct and indirect programs or activities in the leisure centres often attend multiple times to the same program or activity. The amount of total visitations by participants at the six indoor leisure centres between January and the end of August is estimated at 980,000 (see Attachment 1). For example, the City's swim lessons between January and the end of August had 10,164 registrants. Each registrant visits the site, on average, eight times for the duration of the swim lesson set; that equates to a participation rate of 81,312 visits to a leisure centre for the swim program. A variety of groups and individuals also rent the leisure centres for programs and activities. It is estimated the rentals at the six indoor leisure centres bring in 362,000 visits. All participation at the leisure centres for recreation and leisure activities help contribute to the participants' well-being and quality of life.

Revenues

As of August 31, 2015, actual revenues at the leisure centres were forecast to be approximately \$370,000 below the budgeted revenues at year end. A number of factors have contributed to this projected shortfall and are noted below.

The shortfall primarily results from a decrease in LeisureCard sales and usage, adult and youth bulk ticket sales, regular paid admissions, external hourly rentals, internal contract/lease rentals, and locker revenues. On a positive note, revenues continue to be strong in family admissions, joint-use admissions, registration revenues, and external lease rentals.

Another factor is the concession lease services ended earlier than the contract required at Lakewood Civic Centre, Harry Bailey Aquatic Centre, Lawson Civic Centre, and Saskatoon Field House. A review is underway to determine customer needs for concession services at the leisure centres and exploration for possible options to provide the service.

Also, the waterslide at Lakewood Civic Centre had mechanical issues and was closed starting in 2014 through to March 30, 2015. This closure had an impact on both rental, admission, and locker revenues due to lower pool usage for the first three months of 2015.

New marketing and pricing strategies have been implemented to boost sales and volumes. With the new LeisureCard rates coming into effect September 1, 2015, there has already been good uptake, showing an increase year-over-year for sales in the month of September.

A full summary of program and rental revenues to August 31, 2015, can be found in Attachment 2.

Marketing

A new marketing plan was developed based on extensive market research and creative testing, and consists of an overarching "Leisure Centre" brand to create a stronger, more unified presence in the Saskatoon market (see Attachment 3). The campaign

advertisements feature imagery and icons to visually convey the products, programs, and services that are offered at leisure centres. The marketing plan highlights the new advertising campaign, provides an overview of the initial implementation timelines, and the measurements to determine the success of the campaign. A summary of the marketing activities and applicable timelines are included in the marketing plan.

Other Considerations/Implications

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

Due Date for Follow-up and/or Project Completion

The next quarterly report will be presented in winter of 2016.

Public Notice

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

Attachments

1. Leisure Centre Volumes and Participation
2. Program and Rental Revenues
3. Leisure Centre Annual Marketing Activity Summary

Report Approval

Written by: Nancy Johnson, Facility Supervisor – Program Services, Recreation and Sport
Reviewed by: Lynne Lacroix, Director of Recreation and Sport
Approved by: Randy Grauer, General Manager, Community Services Department

S/Reports/RS/2015/PDCS – Leisure Centre Quarterly Report/ks
BF 085-15

Leisure Centre Volumes and Participation

Recreation Registration			Participation
	2015 Budget Volumes	Actual Volumes at 08-31-2015	5 visits/participant
CCC	579	229	1,145
HBC	73	117	585
LCC	255	181	905
LWC	311	365	1,825
SCC	212	318	1,590
SFH	509	436	2,180
Total	1,939	1,646	8,230

Aquatic Registration			Participation
	2015 Budget Volumes	Actual Volumes at 08-31-2015	8 visits/participant
HBC	1,771	1,712	13,696
LCC	2,770	2,959	23,672
LWC	3,574	3,727	29,816
SCC	1,764	1,766	14,128
Total	9,879	10,164	81,312

Admissions - Participation		
	2014 YTD Actuals	Actual Volumes at 08-31-2015
CCC	3,998	4,234
HBC	69,219	63,060
LCC	66,664	66,938
LWC	121,913	113,988
SCC	180,111	178,801
SFH	100,281	100,493
Total	542,186	527,514

Rentals			
	2015 Budget Volumes in Hours	Actual Volumes in Hours at 08-31-2015	visits/participant
CCC	2,933	3,881	74,640
HBC	830	922	25,312
LCC	762	397	3,513
LWC	1,541	1,271	28,648
SCC	4,206	3,844	80,653
SFH	4,930	5,368	149,390
Total	15,202	15,683	362,156

* Currently, the Recreation and Sport Division does not collect the number of participants/rentals. Therefore, the visits/participants identified is an estimated number based on the experience and knowledge of the leisure centre staff. Beginning in 2016, all renters will be required to identify the number of participants they anticipate will attend during their rental time. The numbers above should not be used as a benchmark for comparison purposes.

Program and Rental Revenues

PROGRAM	2015 Budget at 08-31-2015	Actuals at 08-31-2015
	Revenue	Revenue
CCC	\$ 74,100	\$ 48,523
SFH	\$ 734,000	\$ 722,819
HBC	\$ 562,000	\$ 528,018
LWC	\$ 968,100	\$ 920,880
LCC	\$ 630,300	\$ 605,859
SCC	\$ 1,266,400	\$ 1,168,648
Totals	\$ 4,234,900	\$ 3,994,747

RENTAL	2015 Budget at 08-31-2015	Actuals at 08-31-2015
	Revenue	Revenue
CCC	\$ 243,700	\$ 258,657
SFH	\$ 696,900	\$ 721,262
HBC	\$ 663,500	\$ 660,229
LWC	\$ 560,400	\$ 531,865
LCC	\$ 391,500	\$ 381,227
SCC	\$ 1,291,700	\$ 1,293,803
Terry Fox Track	\$ 21,800	\$ 16,620
Totals	\$ 3,869,500	\$ 3,863,663

Leisure Centre Annual Marketing Activity Summary

Marketing Update

The new Leisure Centre Advertising Campaign was developed based on extensive market research and creative testing, and consists of an overarching “Leisure Centre” brand to create a stronger, more unified presence in the Saskatoon market. The campaign advertisements feature imagery and icons to visually convey the products, programs, and services that leisure centres have to offer. The campaign runs at specific times throughout the year and applies a finite budget into the most broad-reaching marketing and communications mediums to reach our primary target market (families with children interested in swimming). Research findings indicated that increasing awareness and satisfaction among this group has a high likelihood of being successful with our secondary targets, consisting of mature families and older singles. This combination of mediums, known as the marketing “mix,” has been chosen based on past effectiveness, promising new mediums, recent research findings, and other studies, including the Civic Services Survey and New Neighborhood Research Study. The end goal is to increase revenues and volumes at leisure centres through admission product and package sales.

Measurements

In order to determine the success of this campaign, the following information will be considered:

- i) follow-up research to determine awareness levels and growth in awareness (timing TBD);
- ii) customer comment card data to provide insights;
- iii) Brand Ambassador reports to provide insights;
- iv) revenue comparison reports;
- v) number of admission products sold during campaign periods;
- vi) number of impressions and click-through for online ads;
- vii) website traffic statistics; and
- viii) general inquiries and feedback on the campaign

Implementation Timelines

Season	 NEW YEAR (Jan)	 FEBRUARY	 SUMMER (Jun - Aug)	 FALL (Oct/Nov)	 HOLIDAYS (Dec)
Focus	Capitalize on New Year's resolutions, fitness, and admission product sales	Family-friendly activities and admission products, potential new family-specific promotions	Seasonal leisure facilities, as well as maintain usage at the indoor sites, Summer Indoor LeisureCard	Boosting revenues and volumes before year-end by promoting and encouraging the purchase of admission products	Gift ideas offered by leisure centres and other facilities (i.e. gift cards, admission products, golf products, etc.)
TV Ads			X	X	X
Radio Ads			X	X	X
Billboards (Traditional & Digital)	X		X	X	X
Onsite Billboards	X		X	X	X
Onsite Ads	X	X	X	X	X
Print Ads	X	X	X	X	X
Leisure Guide	X	X	X	X	X
Social Media (Paid and Unpaid)	X	X	X	X	X
Digital Ads	X	X	X	X	X
Directory Ads	X	X	X	X	X
saskatoon.ca	X	X	X	X	X
Mall Ads					X
Brand Ambassador	X	X	X	X	X
Earned Media	X	X	X	X	X
Sales Competitions	As needed				
Special Promotions	Ongoing/In Development				
Customer Rewards	In Development				
eNewsletter	In Development				

Naming Advisory Committee Report

Recommendation

That the Naming Advisory Committee issue direction with respect to the naming and renaming submissions contained within this report.

Topic and Purpose

The purpose of this report is to consider general naming and renaming requests to ensure they meet City Council guidelines, as set out in Naming of Civic Property and Development Areas Policy No. C09-008 (Naming Policy).

Report Highlights

1. The following naming submissions require screening: Neufeld and Mack.
2. A renaming request has been submitted to rename Victor Road in the Stonebridge neighbourhood.
3. A specific naming request has been submitted for the new North Sector Industrial growth area.

Strategic Goal

Under the City of Saskatoon's (City) Strategic Goal of Quality of Life, this report supports the recognition of our built, natural, and cultural heritage. The naming of civic facilities, streets, and parks celebrates the history, environment, and outstanding contributions of our diverse community.

Background

According to the Naming Policy, all requests for naming of roadways from the Names Master List will be selected or endorsed by His Worship the Mayor. All of the names on the Names Master List have been previously screened by the Naming Advisory Committee (NAC) and meet City Council's guidelines for name selection, as set out in the Naming Policy. Name suffixes are circulated through the Administration for technical review.

Report

General Naming Requests

The following name submissions have been received and require screening:

- 1) "Neufeld" – Harold Neufeld owned and operated J&H Builder's Warehouse for 46 years. He has volunteered his time and resources to many causes, including the Saskatoon Food Bank, Friendship Inn, and The Salvation Army. The original submission is included as Attachment 1.
- 2) "Mack" – Brothers Stanley and John Mack were residents of the City for over 58 years. Both worked for over 35 years for the City; John as a transit driver,

Naming Advisory Committee Report

and Stanley as a foreman. John was also a World War II Air Force Veteran. The original submission is included as Attachment 2.

Renaming Request

- 1) “Victor Road” – The Rural Municipality (RM) of Corman Park has requested that Victor Road in the Stonebridge neighbourhood be renamed to avoid confusion with Victor Road in the RM of Corman Park that is located approximately 10 kilometres south of the City. The construction of the Highway 11 Interchange at Victor Road prompted this request because if the name is not changed, two intersections within 10 kilometres of one another along Highway 11 will lead to a Victor Road. The RM of Corman Park did not request a specific renaming. There are two primary options: rename the prefix “Victor” and use a new name chosen from the Names Master List or rename the suffix “Road” with “Street” as an appropriate replacement.

There are no residences addressed to Victor Road, nor any addresses proposed. The Stonebridge Community Association, along with Dream Developments and Saskatoon Land were contacted for comments. To date, two responses have been received from residents of Stonebridge, both in favour of the name change. Further information, along with a map, is included as Attachment 3.

Specific Naming Request

- 1) Long Range Planning, Planning and Development, is requesting that the NAC recommend a name for the new North Sector Industrial growth area of the City, either through expansion of the boundary of the “North West Industrial” area to include the North Sector study area, or through the application of a new name. This request is included as Attachment 4.

Public and/or Stakeholder Involvement

Stakeholders or members of the public are invited to make a short presentation to the NAC, in support of their naming submissions.

Property owners, civic departments, agencies, and community associations who may be affected by the proposed renamings outlined in the report were contacted to gather comments.

Policy Implications

The screening of requests and suggestions for naming or renaming of municipally-owned or controlled facilities, streets, suburban development areas, neighbourhoods, and parks must be in compliance with the Naming Policy.

Other Considerations/Implications

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

Naming Advisory Committee Report

Due Date for Follow-up and/or Project Completion

No follow-up is required.

Public Notice

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

Attachments

1. Original Submission - Neufeld
2. Original Submission - Mack
3. Victor Road Renaming
4. North Sector Specific Naming Request

Report Approval

Written by: Daniel McLaren, Planner, Planning and Development

Reviewed by: Alan Wallace, Director of Planning and Development

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

S:\Reports\DS\2015\NAC – Naming Advisory Committee Report\kt

From: Shannon Cossette [<mailto:Shannon.Cossette@sig.sk.ca>]
Sent: Tuesday, August 11, 2015 4:44 PM
To: Web E-mail - Development Services
Subject: Application - To Name Streets, Parks & Civic Properties

APPLICATION FORM TO:

City of Saskatoon Naming Advisory Committee
Community Services Department, Planning & Development Branch
222-3rd Avenue North
Saskatoon, SK
S7K 0J5

To Name Streets, Parks & Civic Properties

Name: Shannon (Mack) Cossette

Phone: E-mail: cosse1@sasktel.net

Requested Name(s) Mack

Requested Use of Name Any of the Above

I would like to request that the name of Mack be allocated to an area of the city (I don't believe Montgomery would be an option?) – either park or street name.

Stanley Mack (still a resident) and John Mack (deceased) - both residents of the City of Saskatoon for over 58 years.

Both brothers worked for over 35 years for the City of Saskatoon. John Mack was a City of Saskatoon Transit Driver and Stanley Mack was a City of Saskatoon Foreman

In addition, John Mack was a World War II Air Force Veteran who was imprisoned in Nazi Germany (Stalag Luft III) during the war in a camp made famous through the movie "The Great Escape". Both brothers came into Saskatoon and took up residence in Montgomery Place raising large families of 6 children each. Elaine Mack one of John's daughters worked for the City of Saskatoon for many years with council.

Most of their children still reside in Saskatoon

John Mack is now deceased (his wife Kaye was a war bride who also passed away this past year). Stan Mack is still living in Saskatoon at the ripe old age of 87 (he is predeceased by his veteran wife Ethel Winifred Mack). He still meets (since his retirement) with his friends who have retired from the City every Wednesday afternoon!

Both gentleman were pioneers to the Montgomery area and their names have been recognized along with their many neighbours by the Montgomery Community Association on the memorial.

I would certainly be willing to support this application in person. YES

Funding for Major Festivals

Recommendation

That the report of the General Manager, Community Services Department, dated November 2, 2015, be forwarded to City Council for information.

Topic and Purpose

The purpose of this report is to respond to a City Council inquiry on options to bolster the funding for Major Festivals in Saskatoon, within the context of the overall grants funding process.

Report Highlights

1. The City of Saskatoon's (City) Culture Grant Program funds five Major Cultural Festivals in addition to eleven other organizations in the Major Arts Institutions and Major Heritage or Museum Institutions categories. The Culture Grant Program provides support through a combination of grant dollars, tax abatements, and in-kind civic services.
2. A 2014 mid-sized city study comparing Saskatoon's cultural investments with other cities ranks Saskatoon as second overall in annual investment, at \$32.36 per capita, and sixth out of seven in terms of grants to community cultural organizations, at \$3.17 per capita.
3. In 2016, the Administration is planning a review of the Culture Grant Program that will include potential options for increasing support to festivals.

Strategic Goal

This report supports the City's Strategic Goal of Quality of Life, specifically the long-term strategies of implementing the Municipal Culture Plan, and supporting community-building through direct investment, community development expertise, and support to volunteers on civic boards, committees, and community associations.

Background

The following inquiry was made by Councillor E. Olauson at the meeting of City Council held on July 23, 2015:

"Would the Administration please report, through the Standing Policy Committee on Planning, Development and Community Services, on options to bolster the funding for major festivals in Saskatoon, within the context of the overall grants funding process."

Since the Culture Grant Program was created in 1997, a number of changes and exceptions to policy have been approved to address the realities for several cultural organizations. The 2011 Culture Plan identified the creation of a cultural investment strategy within the cultural sector as one of the key strategies to focus on in building

long-term stability within the cultural sector in Saskatoon. With these in mind, the Administration completed a full review of the Culture Grant Program in 2013 and recommended changes to aspects of the program related to eligibility and allocation of grant funds.

At its October 15, 2013 meeting, the Planning and Operations Committee approved the following revisions to the Culture Grant Program:

- a) the funding formula was adjusted to separately account for the donation of civic services, tax abatements, and annual revenues;
- b) the cash component of the Culture Grant Program is proportionately allocated to four program components, and within each program component, the funding is divided evenly among the similar organizations within that program component. The allocation to the four program components is as follows:
 - i) 55% – Major Arts Institutions;
 - ii) 28.5% – Major Festivals;
 - iii) 14% – Major Heritage or Museum Institutions; and
 - iv) 2.5% – Cultural Participation;
- c) the Cultural Participation allocation will be dedicated to Creative Kids.

At its November 4, 2013 meeting, City Council adopted the recommended policy revisions.

Report

The City's Culture Grant Program Funds Five Major Festivals

The City's Culture Grant Program provides annual operating funding to major cultural organizations (Arts Institutions, Festivals, and Heritage or Museum Institutions) in recognition of the contribution they make to the quality of life in Saskatoon and their role in providing major cultural activities for Saskatoon residents and visitors.

The Culture Grant Program provides support through a combination of grant dollars, tax abatements, and in-kind civic services. Major Festival organizations in the Culture Grant Program receive a combination of support in the form of grant dollars and in-kind civic services. See Attachment 1 for a breakdown of Culture Grant Program support in 2015.

A 2014 Mid-Sized City Study Comparing Saskatoon's Cultural Investments with Other Cities Ranks Saskatoon as Second in Overall Annual Investment

In order to understand how Saskatoon compared to other Canadian cities, the City participated in a seven-city study measuring municipal cultural investments for the years 2009 to 2012, as a benchmarking exercise. Over the four-year study period, Saskatoon ranked:

- a) second only to Edmonton in overall annual investment, at \$32.36 per capita;
- b) first overall in terms of operating expenditures, at \$26.23 per capita;

- c) sixth out of seven in terms of grants to community cultural organizations, at \$3.17 per capita; and
- d) fourth in terms of capital investments, at \$5.96 per capita.

This benchmarking provided valuable information on which areas of cultural investment by the City are favourable on a national playing field and which areas have room for growth.

Proposed Review of the Culture Grant Program in 2016

The Administration is planning a review of the Culture Grant Program in 2016. The Administration will be considering:

- a. A full review of the current level of support for grants in culture and the distribution of the funding among the four program components.
- b. A review of the level of in-kind civic services to Major Festivals. Festivals benefit from civic services and infrastructure support. Many civic services, such as street closures and garbage provisions, are granted through in-kind contributions as part of the Provision of Civic Services Program. The special events processes and provisions of civic services is currently under review and recommendations regarding best practices and funding, including supports to festivals, will be provided for 2017 budget deliberations.
- c. Enhancing festival site infrastructure. Developing infrastructure for festival-specific parks could be beneficial in the long term. The Saskatchewan Jazz Festival, for example, brings in power for programming in Friendship Park at a cost of about \$20,000 per year. There is no outdoor power hook up currently available in that location. As the festival sites at Kinsmen Park and Victoria Park continue to be developed, consideration could be given to providing adequate power, water, walkways, and washroom facilities.

Financial Implications

Financial implications resulting from a 2016 review of the Culture Grant Program will be brought forward for consideration during the 2017 budget deliberations.

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

Should changes to support for Major Festivals be required, they would be implemented as funding and/or policy changes are approved.

Public Notice

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

Attachment

1. 2015 Culture Grant Program Awards

Report Approval

Written by: Kathy Allen, Arts and Grants Consultant, Community Development
Reviewed by: Lynne Lacroix, Director of Community Development
Approved by: Randy Grauer, General Manager, Community Services Department

S/Reports/CD/2015/PDCS – Funding for Major Festivals/lc
BF 61-15

2015 Culture Grant Program Awards

	Cash Component	Tax Credits	Total Support Approved
Major Arts Institutions Category A			
Persephone Theatre	\$60,000.00	\$146,518.84	\$206,518.84
Saskatoon Symphony Society	\$60,000.00		\$60,000.00
Major Arts Institutions		Tax Credits	
Friends of the Broadway Theatre	\$18,179.17	\$26,235.23	\$44,414.40
La Troupe du Jour	\$18,179.17	\$24,635.59	\$42,814.76
PAVED Art and New Media	\$18,179.17	\$4,113.09	\$22,292.26
Saskatchewan Craft Council	\$18,179.17	\$15,363.88	\$33,543.05
Saskatchewan Native Theatre Company	\$18,179.17		\$18,179.17
Saskatoon Jazz Society	\$18,179.17		\$18,179.17
Major Heritage or Museum Institutions		Tax Credits	
Diefenbaker Canada Centre	\$19,436.67		\$19,436.67
Ukrainian Museum of Canada	\$19,436.67	\$51,045.93	\$70,482.60
Western Development Museum	\$19,436.67		\$19,436.67
Major Festivals		Services In-Kind	
25 th Street Theatre	\$23,740.50	\$16,980.06	\$40,720.56
N.S.I. Children's Festival	\$23,740.50	\$2,522.16	\$26,262.66
Saskatchewan Jazz Festival	\$23,740.50	\$7,436.70	\$31,177.20
Saskatoon Folkfest	\$23,740.50	\$1,529.92	\$25,270.42
Shakespeare on the Saskatchewan Festival	\$23,740.50	\$2,473.74	\$26,214.24
Cultural Participation			
Creative Kids	\$10,412.50		\$10,412.50
TOTAL	\$416,500.03	\$298,855.14	\$715,355.17

2015 Prepaid Servicing Rates (Direct and Offsite)

Recommendation

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

That the 2015 Prepaid Service Rates be approved, as submitted under Attachment 1.

Topic and Purpose

This report is to obtain City Council approval for the 2015 Prepaid Service Rates and to report on the timing of obtaining approval of the rates.

Report Highlights

1. The Land Development section of the Transportation & Utilities Department reviews and recommends rates for the installation of services on non-serviced land. The net overall effect for the 2015 year will be an increase of 1.4% for the residential prepaid service rates. Of this change, the net effect that impacts private developers that may utilize City direct rates is also an increase of approximately 1.4%.
2. The Developers discussed when the most appropriate time was to bring the Prepaid Service Rates forward for approval. The consensus was to continue to approve the rates later in the year, but to update the Developers during the year at scheduled Developer Liaison meetings as to any significant upcoming rate changes.

Strategic Goal

This report supports the Strategic Goal of Asset and Financial Sustainability as it will assure that the City is recouping the cost of constructing municipal services on new land.

Background

The City of Saskatoon's financial source of revenue for the construction of infrastructure in new areas within the city is the prepaid service rates. The prepaid service rates were established on the premise that new development should pay the cost of the services provided. City Council has resolved that general revenues are not to be used to fund the services covered by these rates.

The prepaid rates are divided into two major servicing categories: direct services, which benefit the frontage of new property; and offsite services, which benefit the neighbourhood or catchment area as a whole.

The Administration has prepared the rates with the understanding that shortfalls may be absorbed in the following year's process. The risk in this method is the possibility of a following year where limited construction is forecasted but shortfalls are evident. To mitigate this potential problem, the Administration attempts to wait for a considerable cross section of tenders to be awarded in order to arrive at a reasonable overall prepaid service rate. This was very evident this year as large fluctuations occurred in commodities utilized in the land development process, as well as changes in City standards which precluded the rates from being set earlier.

The prepaid service rates were last approved on November 24, 2014. The Land Development section has reviewed the actual 2014 costs of land developed by the City, as well as the 2015 tenders received to date and changes in standards, in order to establish the proposed 2015 direct and offsite service rates.

The proposed rates were discussed and received by Saskatoon Land, Asset & Financial Management Department, as well as with the Developers Liaison Committee.

If City Council continues the policy, whereby, new development funds the entire cost of servicing new development, the proposed rate increases are required to meet projected and actual expenditures. The present rates do not reflect the cost of interest or carrying costs.

Report

The Developers at the most recent meeting of the Developers Liaison Committee were posed the question of whether they were in favour of a system whereby the Prepaid Service Rates would be approved early in the year. The discussion revolved around timing and accuracy. The sooner the rates are approved the less accurate they become. This is due to a lack of information to analyse, ramification of changes in engineering standards not tendered, the market place and ultimately a catch up period in the following year which may not affect all developers fairly depending on the amount of land they are servicing. The City has a larger number of rates than most municipalities. A change in the setting of the rates would also result in additional administration time to reallocate collected revenues, re-analyse rates and adjust future rates appropriately. An earlier system would reduce uncertainty, as developers would have knowledge of a fixed rate at the beginning of the year. The risk of setting incorrect rates, especially given a combination of many factors which has been exasperated by volatile energy prices both up and down, changes in standards and the evolving market place did not justify the change in timing. The committee did establish that changes that are known prior to the setting of the rates be communicated to the Developers earlier so they can plan for the ultimate rate change more readily in the year. The committee agreed that the rate approval process and timing stay the same; however, the committee will establish additional meeting times during the year where upcoming significant changes that are known will be discussed.

The City has awarded a majority of the planned tenders for construction of various services in 2015. This year's program will eventually entail awarding tenders for the partial direct servicing of 183 residential lots in the Kensington and Elk Point neighbourhood; continued offsite service construction in various areas; as well as servicing within the Marquis Industrial area. Other direct service construction includes road and utility work not completed from 2014 contracts in the Aspen Ridge and Kensington neighbourhoods. Offsite service tenders will include Trunk Sewer and Pond construction within Aspen Ridge and Elk Point, and arterial road construction along both McOrmond Drive south of College Drive and Zimmerman Road north of Highway 16.

The net effect is a significant construction program with expected land development costs totalling \$85 million.

The offsite levies comprise services that are common to the entire neighbourhood or geographical catchment area. These services usually benefit a number of neighbourhoods and are derived from studies that encompass very large piping and roadway systems. The majority of the tenders have been awarded this year, and the cost analysis of these tenders, including information on construction costs from last year, are the basis for the prepaid service rates. The net overall inflationary pressures for new development have moderated in 2015. Oil and gas prices including diesel fuel, which is a major component within the rates, has decreased as verified by average Statistics Canada Industry Price Indexes. Contract unit prices, as reviewed within tenders, are either fairly consistent or lower in many instances from last year's levels. It is assumed that contract prices will stay fairly constant through most of the tendering process until capacity issues result in contract prices exceeding normal pricing patterns. Within the analysis of individual rates, changes have occurred. The main difference in the prepaid service rates for 2015 has been the analysis and inclusion of additional costs for structural differences in the construction of arterial roadways and interchanges. These changes will require an adjustment to the prepaid rates (Attachment 1).

Following is a brief breakdown of the various services covered under the direct and offsite rates (see Attachment 2 for complete details).

Water and Sewer Servicing

It is recommended that the general construction rate change by the following percentages, with similar changes noted within Attachment 1 for other zoning classifications:

Water and Sewer Mains	0.0%
Water and Sewer Connections	0.0%
Trunk Sewers	1.0%
Primary Water Mains	-1.4%
Lift Stations	0.0%

Roadways

The net effect on the prepaid service rates for this category is as follows:

Grading	0.0%
Buffers	-1.0%
Sidewalks and Curbing	-0.8%
Paving	3.0%
Arterial Roadways	7.7%
Interchanges	4.7%
Lanes	13.5%

Utilities

The recommended change to the utility rates is as follows:

Street Lighting	1.8%
Gas Servicing	0.0%
Underground Electrical Servicing	0.0%

Administration

The servicing fees for the administration of the land development program are increased each year in tandem with the changes to the standard collective agreement and the car allowance rate, where applicable. For 2014, the change is between 2.1% and 2.6%.

Parks and Recreation Levy, Community Centres

The Parks and Recreation Levy is a significant portion of the total offsite levies and is submitted as a separate report from the Community Services Department. The inclusion within this report is to illustrate completeness of the prepaid service rate schedule.

The levy for community centres has been implemented as a separate charge per residential neighbourhood, calculated on a front metre basis for all saleable property. This levy will also be reported on by the Community Services Department.

Options to the Recommendation

One option would be to phase in the change in the rates. The Administration does not recommend this method as all costs for the various reserves would not be recouped for the 2015 program.

A second option would be to not change the prepaid rates. The Administration does not recommend this as it would increase pressure on the mill rate; prepaid service rates are expected to reflect the current cost of construction wherever possible; and a higher-than-normal increase would be required for next year's rates.

Public and/or Stakeholder Involvement

Public meetings are not held for the setting of the rates.

Communication Plan

A communications plan to the public is not required. The rates were brought forward and received at a recent Developers Liaison Committee meeting.

Financial Implications

The financial impact of increasing the prepaid rates is to ensure the costs to prepare serviced lots for sale in Saskatoon is in equilibrium with the revenue generated from the sale of these lots. The overall prepaid service rates for the recovery of costs for residential property will change by 1.4%.

Environmental Implications

There are no environmental implications in changing the prepaid service rates. The process of servicing land has negative greenhouse gas emission implications. The overall environmental impacts of development have not been quantified at this time.

Other Considerations/Implications

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

Due Date for Follow-up and/or Project Completion

The rates are approved by City Council each year and will be reviewed and presented again in one year.

Public Notice

Public Notice, pursuant to Section 3 of Policy C01-021, Public Notice Policy, is not required

Attachments

1. 2015 Prepaid Service Rates
2. 2015 Prepaid Service Rate Evaluation

Report Approval

Written by:	Daryl Schmidt, Land Development Manager
Reviewed by:	Shelley Korte, Director of Business Administration
Reviewed by:	Celene Anger, Director of Construction & Design
Approved by:	Jeff Jorgenson, General Manager, Transportation & Utilities Department

SCHEDULE I**2015 RESIDENTIAL PREPAID SERVICE RATES**

Application:

All lots and/or parcel having an area less than 1,000 square metres and zoned R1, R1A, R1B, R2, RMHC, RMHL, R2A, RM1, RM2. RMTN, RMTN1 < 40 metres in depth.

Cost Per Front Metre:

	2014 Final Rates	Proposed 2015 Rates	% Change
Direct Services:			
1. Water Mains, Sanitary Sewer Mains, and Storm Sewer Mains	\$1,426.65	\$1,426.65	0.0
2. Grading	435.65	435.65	0.0
3. Sidewalks	410.00	406.60	-0.8
4. Paving	901.75	928.90	3.0
5. Street Lighting	76.35	77.70	1.8
Subtotal Direct Services	3250.40	3275.50	0.8
Offsite Services:			
1. Trunk Sewer Levy	561.45	566.85	1.0
2. Primary Watermain Levy	157.15	154.90	-1.4
3. Arterial Road Levy	519.45	559.20	7.7
4. Interchange Levy	95.10	99.60	4.7
5. Parks and Recreation Levy	388.00	395.70	2.0
6. Buffers	38.95	38.55	-1.0
7. Signing and Signals	16.80	16.90	0.6
8. Fencing	11.75	11.75	0.0
9. Planning	15.50	15.90	2.6
10. Municipal Administration	11.25	11.55	2.7
Subtotal Offsite Services	1815.40	1870.90	3.1
TOTAL	\$5,065.80	\$5,146.40	1.6
Others: (Where Applicable)			
1. Water and Sewer Connection (per lot)	\$4,091.50	\$4,091.50	0.0
2. Lift Station Levy (where applicable)	96.00	96.00	0.0
3. Inspection (Private Development)	19.10	19.50	2.1
4. Long Term Warranty	17.25	17.25	0.0
5. Lanes (Where Applicable)	242.20	274.90	13.5
6. Telephone/Gas (per City lot)	1406.00	1406.00	0.0
7. Electrical Servicing (per lot)	1790.00	1790.00	0.0
8. Servicing Agreement Fee	2382.00	2445.00	2.6
9. Community Centres (per neighbourhood)			

SCHEDULE II

2015 INSTITUTIONAL, COMMERCIAL AND SCHOOL

PREPAID SERVICE RATES

Application:

All lots and/or parcels zoned M1, M2, M3, M4, MX, B1A, B1, B2, B3, B4, B5, B6, DCD1, B1A, B1B, B4A, B5B, B5C, B1, B2, B3, B4, B5, B6, RA. RMTN, RMTN1 > 40 metres in depth.

All lots having an area greater than 1,000 metres and zoned R1, R1A, R2, R2A, RMHC, RMHL, RM1, RM2, RM3, RM4, RM5, AG, FUD, APD, PUD, PPD.

All lots and/or parcels zoned contract zoning and located in a Residential, Commercial or Institutional Subdivision.

Cost Per Front Metre:

	2014 Final Rates	Proposed 2015 Rates	% Change
Direct Services:			
1. Water Mains, Sanitary Sewer Mains, and Storm Sewer Mains	\$1,742.40	\$1,742.40	0.0
2. Grading	570.30	570.30	0.0
3. Sidewalks	698.00	692.15	-0.8
4. Paving	2147.20	2147.20	0.0
6. Street Lighting	87.80	89.35	1.8
Subtotal Direct Services	5245.70	5241.40	-0.1
Offsite Services:			
1. Trunk Sewer Levy	790.25	797.85	1.0
2. Primary Watermain Levy	157.15	154.90	-1.4
3. Arterial Road Levy	519.45	559.20	7.7
4. Interchange Levy	190.20	199.15	4.7
5. Parks and Recreation Levy	388.00	395.70	2.0
6. Buffers	38.95	38.55	-1.0
7. Signing and Signals	16.80	16.90	0.6
8. Fencing	11.75	11.75	0.0
9. Planning	15.50	15.90	2.6
10. Municipal Administration	11.25	11.55	2.7
Subtotal Offsite Services	2139.30	2201.45	2.9
TOTAL	\$7,385.00	\$7,442.85	0.8
Others: (Where Applicable)			
1. Lift Station Levy (where applicable)	\$96.00	\$96.00	0.0
2. Inspection (Private Development)	19.10	19.50	2.1
3. Long Term Warranty	17.25	17.25	0.0
4. Lanes (Where Applicable)	242.20	274.90	13.5
5. Servicing Agreement Fee	2382.00	2445.00	2.6
6. Community Centres (per neighbourhood)			

SCHEDULE II - Continued

Notes:

- a) Parcels over 60 metres in depth.

Charges are assessed on an area basis at the rate of 169 front metres per hectare for underground services, area grading, arterial roads, interchanges and the parks & recreation levy.

Area rate: $169 \times \$4,419.50 = \$746,895.50$ per hectare.

- b) School property is assessed for prepaid services at the same rates as Institutional and Commercial for all items except the Trunk Sewer Levy. The trunk Sewer Levy rate for schools is the same as the Residential Trunk Sewer Levy, therefore:

1) For parcels less than 60 metres in depth, the total rate for underground services, area grading, arterial roads, interchanges, and parks and recreation is \$4,188.50 per front metre.

2) For parcels greater than 60 metres in depth, the total rate for underground services, area grading, arterial roads, interchanges, and parks and recreation is $169 \times \$4,188.50 = \$707,856.50$ per hectare.

- c) Water and Sewer Service connection costs are not included. The owner is responsible for installation of the required connections at his own expense.
- d) Institutional, Commercial and School Buildings are subject to a connection fee based on calculated electrical demand.

SCHEDULE III

2015 INDUSTRIAL PREPAID SERVICE RATES

PREPAID SERVICE RATES

Application:

All lots and/or parcels zoned IL1, IL2, IL3, IB, IH, IH2, AM, AG, FUD, DCD2.

All Lots and/or parcels zoned contract zoning and located in an Industrial Subdivision.

Cost Per Front Metre:

	2014 Final Rates	Proposed 2015 Rates	% Change
Direct Services:			
1. Water Mains, Sanitary Sewer Mains, and Storm Sewer Mains	\$1,441.35	\$1,441.35	0.0
2. Grading	610.75	610.75	0.0
3. Curbing & Boulevards	211.70	211.70	0.0
4. Paving	1574.45	1574.45	0.0
5. Street Lighting	79.65	81.00	1.7
Subtotal Direct Services	3917.90	3919.25	0.0
Offsite Services:			
1. Trunk Sewer Levy	1131.90	1233.80	9.0
2. Primary Watermain Levy	235.70	235.70	0.0
3. Arterial Road Levy	561.75	604.45	7.6
4. Interchange Levy	123.65	129.45	4.7
5. Parks Levy	40.38	40.38	0.0
6. Buffers	7.70	7.70	0.0
7. Street Signing and Traffic Controls	13.75	14.25	3.6
8. Fencing	11.75	11.75	0.0
9. Planning	18.70	19.20	2.7
10. Municipal Administration	11.25	11.55	2.7
Subtotal Offsite Services	2156.53	2308.23	7.0
TOTAL	\$6,074.43	\$6,227.48	2.5
Others: (Where Applicable)			
1. Lift Station Levy (where applicable)	43.15	43.15	0.0
2. Inspection (Private Development)	26.90	27.45	2.0
3. Long Term Warranty	23.00	23.00	0.0
4. Lanes (Where Applicable)	242.20	274.90	13.5
5. Servicing Agreement Fee	2382.00	2445.00	2.6

SCHEDULE III - Continued

Notes:

- a) Water and Sewer Service connection costs are not included. The owner is responsible for installation of the required connections at his own expense.
- b) Industrial buildings are subject to a connection fee based on calculated electrical demand for electrical service.
- c) Lots over 88 Metres in Depth (underground)

Charges are assessed on an area basis at the rate of 113 front metres per hectare for underground services, area grading, arterial roads, interchanges and the parks levy.

Area rate: $113 \times \$4,295.88 = \$485,434.44$ per hectare.

2015 – Prepaid Service Rate Evaluation

Water and Sewer Servicing

Water and Sewer Mains, Trunk Sewers, Primary Water Mains and Lift Stations

- 1) Water, Sewer Mains and Service Connections – Three tenders have been awarded within the residential neighbourhoods of Elk Point, Aspen Ridge and Rosewood. In addition, 2014 contracts that were started but not completed in the Marquis Industrial and Aspen Ridge area were also analysed. There has been a high level of interest shown towards these projects with up to seven contractors bidding. Most unit prices were within a narrow band and inflation was subdued. No major changes were implemented in 2015 to our water and sewer standards and unit prices were very stable. The net result was that no increase was warranted and the rate will remain the same in 2015.

- 2) Trunk Sewers and primary Watermains – Primary watermains are currently being constructed within the Marquis Industrial Area north of 71st Street. Primary water mains include the larger piping systems that serve entire neighbourhoods, typically equal or greater than 400 mm in size. Primary water mains have, in most cases, lagged initial development and may include a variety of components that are not necessarily utilized consistently for each job, such as pumped drain structures or concrete bulkheads. A common component is piping, however, this can also vary between sizes, material type, construction required through pavement structures or undeveloped land. Depending on the size and the length of individual pipes needed in any one contract, different types of piping materials are utilized.

Trunk sewers have been tendered this year in the Aspen Ridge and Elk Point area. Within the Administration's studies, sanitary and storm sewer piping comprises 74.7% of the trunk sewer levy cost. The remaining 25.3% of the levy funds storm ponds, where the primary cost is the excavation of large amounts of earth material. From an evaluation of prices, an estimate for trunk sewer pricing was derived. This information, along with information from Statistics Canada for items included for these types of projects used during construction, derived a small modification of the trunk sewer rate for 2015. A change is necessary in the Trunk Sewer levy of 1.0% and -1.4% in the Primary Watermain levy.

- 3) Lift Stations – This is a smaller levy that funds the construction of lift stations within specific neighbourhoods that utilize lift station services. Additional costs identified during the progress in construction of the current lift station in Aspen Ridge resulted in an increase in 2014, however, no further increase is required.

Taken as a whole, the net price change for various services and calculated frontages has resulted in an adjustment for 2015. It is recommended that the general construction

rate change by the following percentages, with similar changes noted within Attachment 1 for other zoning classifications:

Water and Sewer Mains	0.0%
Water and Sewer Connections	0.0%
Trunk Sewers	1.0%
Primary Water Mains	-1.4%
Lift Stations	0.0%

Roadways

Grading, Sidewalks, Paving, Lanes, Buffers, Fencing and Arterial Roadways

This year the City's road building program has included 13,000 metres of sidewalk and curbing, compared to an impressive 40,000 metres in 2014. The 2015 program will again be balanced between residential/industrial direct servicing and arterial roadways. This year, the main projects include construction on McOrmond Drive and Zimmerm Road, as well as residential sidewalk and roadway construction in Kensington, Aspen Ridge and Marquis Industrial. All of the roadwork that was planned for 2015 has now been awarded. Areas of noted significance are as follows:

- 1) Grading and Buffers – This component involves the excavation, transportation and placement of large quantities of dirt to facilitate the overall drainage pattern within a development area. In the late fall of 2014 a large Storm Pond/Area Grading contract was awarded in Elk Point and Marquis Industrial. Other contracts followed in Aspen Ridge in 2015. In total, the proposed work includes the excavating and moving of over 495,000 cubic metres of material versus 569,000 cubic metres in the year before. The main component utilized within this area is diesel fuel, which was lower on a year-over-year basis. For the last number of years, the City has experienced unit price increases for the stripping of topsoil and excavation of material, but in 2015 unit costs appeared in a more narrow band overall. Prices have fluctuated from between \$5.10 and \$9.00 per cubic metre as opposed to last year where the range was \$4.48 to \$10.00. The net result is that we are comfortable with leaving the rate at its current level after considering frontage and rock excavation.

The main components within the Buffer levy are berming which also utilizes the movement of earth material and fine grade and seeding. As noted previously, excavation costs have stabilized. Fine grade and seeding from last year are relatively the same, while berming costs decreased based on values pertaining to embankment costs, however, frontage was favourable as a percentage of the square metres of buffers required in some of the new neighbourhoods. The net effect will be a decrease of -1.0%.

- 2) Sidewalk and Curbing – This service is normally tendered as part of the overall roadway contract. Prices as reported last year have been very competitive and the rate itself has not increased since 2012. Different components are included within residential versus multi-family/commercial areas, which are then blended

together in arriving at a rate for each classification. As a result, the multi-family/commercial rate, used primarily in suburban areas and on collector roadways, is traditionally 1.7 times greater in cost than the residential rate. In 2015, the expected ratio of construction between the more expensive separate walk and curb collector street application versus the less expensive local combined walk and curb was lower than normal. When this occurs, as in this year, amounts are applied to normalize the amount of each sidewalk component. In addition, overall unit prices have been very stable in 2015 and the effect will be to slightly decrease the residential walk and curb rate that has now been held steady for the last three years.

- 3) Paving, Lanes, Arterial Roadways and Interchanges – Unit prices from two direct service tenders and two arterial roadway tenders were used to arrive at the arterial roadway rate and paving rates, as well as an analysis of frontage from various neighbourhoods.

As with sidewalks mentioned previously, an analysis was performed and costs were again averaged between local residential roadways and multi-family/commercial rates. The amount of multi-family/commercial roadways constructed this year, as a ratio to narrower residential roads, is lower than the historical average and will result in additional costs being applied. Prices have dropped for residential and commercial properties as well as arterial roadways. The structure for roadways, however, has been modified to not only mitigate the problems encountered previously due to wet conditions, but also increase the useful life of the City's roadways. This change in standard was approved by City Council in the fall of 2014 with the adoption of New Pavement Design Guidelines effective for all new contracts in 2015. These guidelines incorporate the standards set by the American Association of State Highway & Transportation Officials (AASHTO) in their 1993 Guide for Design of new Pavement Structures. The main difference between roadway calculated rates from previous years is that we are now custom designing our pavement structures based on the parameters within the new guidelines. Structures have been increased and the City will be integrating a two lift pavement design on all local roadways and rear lanes, as well as a three lift pavement design on arterial roadways. Structural change analysis based on 2014 unit prices was conducted early in 2015 with a comparable contract in an identical neighbourhood. The result was a projected increase of 32%. Offsetting the expected increase at that time was a significant drop in the actual unit prices that occurred later in the year when tenders were actually awarded. This was precipitated by lower oil and other commodity prices as well as a smaller number of tenders. The net result was a much lower increase than originally anticipated.

Similar results were experienced when both the Zimmerman and McOrmond roadway were tendered later in the summer of 2015. These roadways will receive a structure of approximately one metre of road material as well as three lifts of asphalt totalling 160mm. Both of the arterial roadways were tendered with a roadway structure that was 25% greater on average than an analysis of the

arterial roadways constructed in the last 3 years. Subsequent lower unit prices within the tenders allowed for a much smaller increase. These increased structures will cost more in initial capital cost than previous roadways, however, the expected decrease in maintenance costs and added longevity have been previously recommended.

The interchange levy is one source of funding for the construction of interchanges where the construction benefits new land development. Additional concrete and earthwork information together with frontage analysis from the five existing sectors was conducted. The net result, after also analysing revenues and costs to date, is an adjustment to the global interchange rate. Within the Administration's study areas, costs have been extrapolated to determine a projected value for nine interchanges identified as requiring funding from the interchange levy. It was decided that an increase was warranted in the rate of 4.7%. The current City traffic model is planned to be studied further in 2016 to update the amount of traffic generated from future growth.

The net effect on the prepaid service rates for this category is as follows:

Grading	0.0%
Buffers	-1.0%
Sidewalks and Curbing	-0.8%
Paving	3.0%
Arterial Roadways	7.7%
Interchanges	4.7%
Lanes	13.5%

Utilities

Street Lighting, Gas and Underground Electrical

City developed land includes a prepaid levy for street lighting, gas and underground electrical servicing. Private developers contract directly with the respective crown corporation for telephone and gas servicing. A data base exists that includes two decades of street lighting service applications where costs and revenues are tracked. Street lighting service is provided exclusively from Saskatoon Light & Power. Increases have occurred for labour price changes and the street lighting rate should be increased in order to break even for this year.

The Saskatchewan Energy Corporation provides natural gas servicing to all classifications of property. The gas servicing levy is composed of a header allocation charge that is calculated by the utility for each neighbourhood, as well as a gas distribution charge. SaskEnergy absorbs a portion of these costs by applying a capital contribution investment charge of \$1,145 per lot which has not changed in 2015. In 2014 a review was conducted by Sask Energy of various components that are included within their traditional quotations to developers including the header, distribution and administration costs. As a result of this review, the Telephone/Gas levy was increased

substantially, and in further reviewing this levy for 2015 no change in the rate is warranted.

New underground electrical service within Saskatoon is almost entirely provided by the Saskatchewan Power Corporation. In 2015, 735 residential lots received underground electrical servicing. Both the Crown Corporation and the City also provide a \$1,300 per lot capital contribution. SaskPower has also undergone a similar review of costs and the rate in 2014 was changed markedly. The Administration's model indicates that a rate of \$1,790 per lot should be adequate for the 2015 construction season.

The recommended change to the utility rates is as follows:

Street Lighting	1.8%
Gas Servicing	0.0%
Underground Electrical Servicing	0.0%

Administration

Planning, Municipal Administration, Servicing Agreement Fees, Inspection

The servicing fees for the administration of the land development program are increased each year in tandem with the changes to the standard collective agreement and the car allowance rate, where applicable. For 2015, the change is between 2.1% and 2.7%.

Parks and Recreation Levy, Community Centres

The Parks and Recreation Levy is a significant portion of the total offsite levies and is submitted as a separate report from the Community Services Department. The inclusion within this report is to illustrate completeness of the prepaid service rate schedule.

The levy for community centres has been implemented as a separate charge per residential neighbourhood, calculated on a front metre basis for all saleable property. This levy will also be reported on by the Community Services Department.

Selection of Developer for Pleasant Hill Village

Recommendation

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

1. That the City Solicitor be requested to prepare the necessary documents to execute sales agreements with LeFevre & Company Property Agents Ltd. for the development of Parcels A, CC, and F at Pleasant Hill Village, and that His Worship the Mayor and the City Clerk be authorized to execute the agreement under the Corporate Seal.

Topic and Purpose

The purpose of this report is to recommend proceeding to a sale agreement with the top-scoring proponent of the Request for Proposals (RFP) for the redevelopment of Parcels A, CC, and F in Pleasant Hill Village.

Report Highlights

1. The proposal from LeFevre & Company Property Agents Ltd. (LeFevre & Co.) received a very satisfactory score from the Community Review Committee's evaluation, and the proposal has also cleared further feasibility and due diligence steps.
2. The LeFevre & Co./AODBT Architecture Interior Design (AODBT) team has strong experience and reputation with similar infill housing and revitalization. The proposal clearly reflects Concept Plan goals for affordability, home ownership, and open-site design.
3. The developer anticipates beginning the first phase of construction in spring 2016 on Parcel CC.
4. The first phase consists of 16 two- and three-bedroom townhomes, with starting prices likely below \$200,000. This design will require minor zoning amendments.
5. The sites will be sold at current market value, estimated at \$12 per square foot, and resulting in a total value of \$969,714 for all parcels.

Strategic Goal

This report supports the City of Saskatoon's (City) Strategic Goal of Quality of Life by directing project expenditures towards amenities in an established neighbourhood to enhance and protect property values and encourage private investment.

Background

The Pleasant Hill Village Project commenced in autumn of 2006. One of the fundamental objectives of the Pleasant Hill Village Project was to offer home ownership opportunities in a neighbourhood where rental occupancy rates were high. Pleasant Hill

Village is intended to attract families who want to live in a new home in a community with a new school and wellness centre, daycare, new seniors' residence, while being surrounded by new and attractive park space. See Attachment 1.

At its September 29, 2014 meeting, City Council approved changes to the Enhanced Concept Plan, land use, and zoning designations for Parcels A and CC in order to accommodate the types of developments envisioned by the Concept Plan and allow for medium-density low-rise housing.

As a preliminary step, in mid-2014, the Administration conducted a call for Expressions of Interest (EOI) for Parcels A, CC, and F. This EOI was used to help inform the setting of requirements for the RFP.

At its November 24, 2014 meeting, the Administration provided City Council with information on results of the EOI call; proposed terms and conditions of an RFP for Parcels A, CC, and F; and indicated it would report back with RFP results and a recommendation to proceed to sales agreements.

Report

Request for Proposals Process

A Community Review Committee (Review Committee) was established to guide the EOI and RFP process, including drafting the RFP criteria and evaluating submissions. The RFP was widely distributed and advertised.

The RFP closed March 12, 2015. Only one proposal was received. In April, the Review Committee evaluated LeFevre & Co.'s proposal. It received a very satisfactory score upon evaluation. Between April and September, the Administration and Review Committee met with the developer to resolve questions on site feasibility and produce a better visual representation of the proposal.

In addition to the Review Committee's evaluation, the Administration has conducted further due diligence on the proposal as follows:

- a) The City's Real Estate Manager has checked financial institution references and found a high degree of confidence in the developer's record.
- b) A preliminary zoning review revealed only minor non-conformities. Some have already been addressed, and others will be resolved in the development process.
- c) A preliminary CPTED review identified minor site design improvements for consideration during formal development review.

Development Team and Vision

Experience was valued highly by the Review Committee in the RFP. Based on the experience of both LeFevre & Co. and AODBT, the proposal scored particularly high in this area, by demonstrating:

- a) specialized background in infill housing and neighbourhood revitalization;

- b) successful completion of similar-scale and larger-scale higher risk projects; and
- c) a well-established local industry presence and reputation.

The developer's vision also showed a clear understanding of the community values and Concept Plan goals. The concept and design reflects these by:

- a) providing home ownership opportunities for a range of income levels;
- b) developing ground-oriented family-friendly dwellings on all three parcels; and
- c) creating an open concept with fluid community atmosphere throughout Pleasant Hill Village, which incorporates CPTED principles and encourages interaction between neighbours.

As per the community vision, all units on all of the parcels are intended for home ownership and will be marketed for sale. Many owners will likely be first-time homebuyers. As a community benefit, the developer has agreed to assist with resources for capacity-building of the new condominium board. The developer is also in discussion with the Administration on participation in the City's housing incentive programs.

Phasing of Development

The developer plans to proceed as soon as possible with construction on Parcel CC as a first phase and then build remaining parcels in one or more subsequent phases. The proposal showed two- and three-storey ground-oriented townhomes on Parcels A and F, consistent with the community vision. Designs for these parcels will be refined further in consultation with the community and through the building permit process. The RFP stipulated that all units on all parcels must be completed for occupancy by October 31, 2020. The sales agreements will reflect this requirement.

Design of First Phase (Parcel CC)

The proposed design (see Attachment 2) features:

- a) 16 ground-oriented townhomes with individual yards;
- b) three unit designs with 850 to 1,260 square feet, and either two or three bedrooms;
- c) expected sales price range starting below \$200,000;
- d) rooflines reflecting the character of historic neighbourhood houses; and
- e) façades which define individual visual identity for each unit.

The Parcel CC design conforms to all density, height, and parking requirements of the existing zoning. To allow slightly larger family-oriented floorplates, the developer will be requesting minor zoning amendments, including setback relaxation along the park frontage. The Administration supports this idea, in principle. These amendments will be the subject of a separate rezoning application based on Zoning By Agreement. The rezoning will only address setback and related dimensions.

Sites to be Sold at Market Value

Real Estate Services, Saskatoon Land, provided an estimate of \$12 per square foot as the current market value for the sites, resulting in a total value of \$969,714 for all parcels, broken down as follows:

- a) Parcel A - \$227,451;
- b) Parcel CC - \$360,677; and
- c) Parcel F - \$381,586.

As per the RFP terms and conditions presented to City Council last year, the City will have no role in marketing the units, and there will be no buy-back provisions for unsold units.

Options to the Recommendation

City Council has the option to provide the Administration with alternate direction.

Public and/or Stakeholder Involvement

Between June 2014 and September 2015, the Review Committee met seven times to provide input at each step of this process, including:

- a) setting EOI/RFP terms and evaluation criteria, and evaluating proposals; and
- b) providing feedback to refine the proposed first phase of development (Parcel CC).

The developer will present Parcel CC design at the Pleasant Hill Community Association's Annual General Meeting on November 4, 2015. The developer also proposes to consult with the Review Committee in 2016 on draft plans for the next development phase. The Administration and Review Committee agree that this would provide valuable community design input, but also note that since this would take place after execution of the land sale, consultation would be on an informal basis.

Communication Plan

A communication plan is not required at this time. However, the Administration will prepare a communication plan leading to project completion in 2016. The developer will be marketing the first phase of units for sale shortly.

Financial Implications

Proceeds from the sale of these parcels will go back to the Property Realized Reserve.

Other Considerations/Implications

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

Due Date for Follow-up and/or Project Completion

The Administration will report back upon completion of sales agreements and site works still in-progress (e.g. crosswalks, signage) and will bring forward a recommendation for allocation of any remaining project funds in 2016.

Selection of Developer for Pleasant Hill Village

Public Notice

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

Attachments

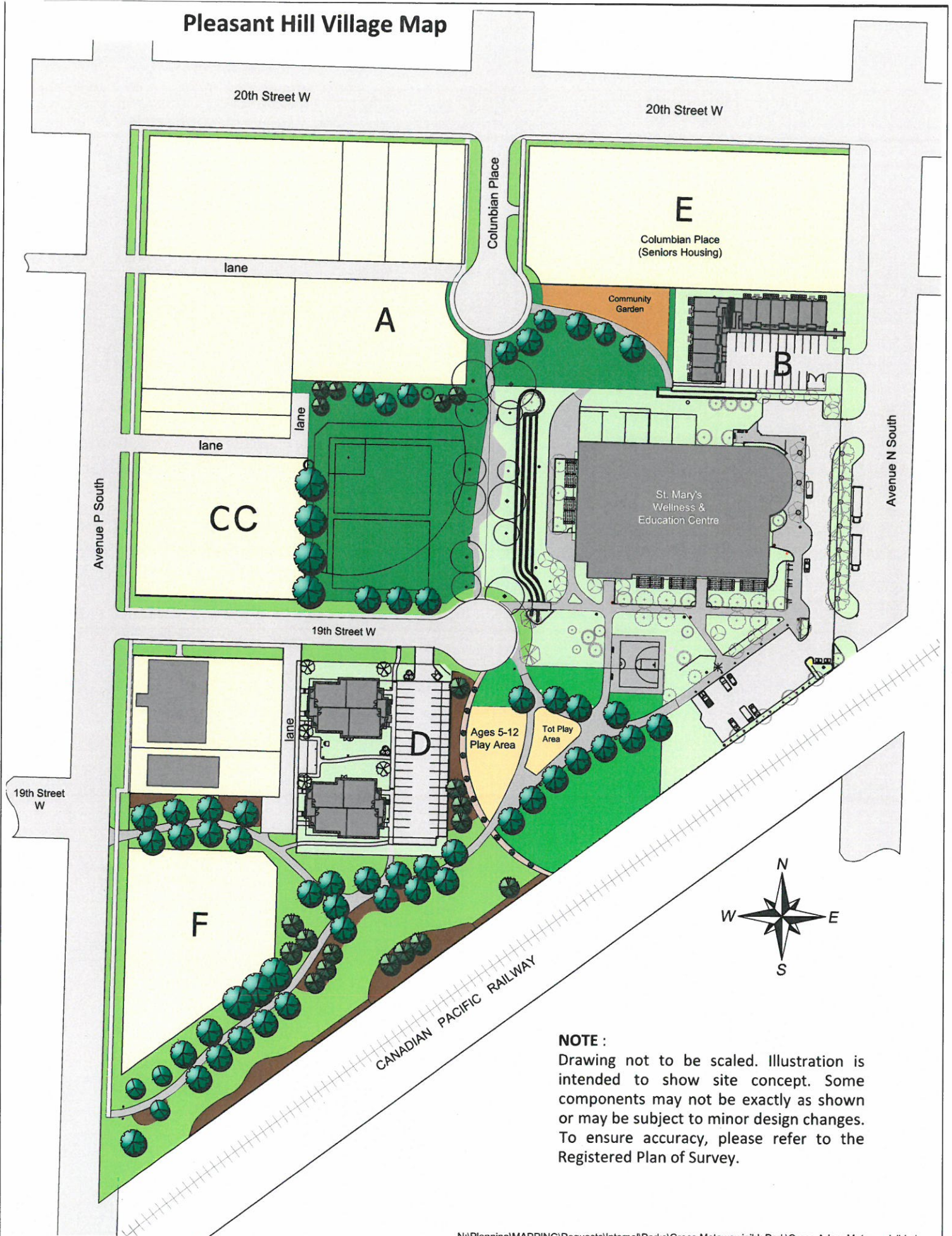
1. Pleasant Hill Village Map
2. Proposed Phase One Development (Parcel CC)

Report Approval

Written by: Eric Westberg, Project Manager, Corporate Initiatives
Reviewed by: Alan Wallace, Director of Planning and Development
Approved by: Randy Grauer, General Manager, Community Services Department

S/Reports/CP/2015/PDCS – Selection of Developer for Pleasant Hill Village/ks

Pleasant Hill Village Map



Proposed Phase One Development (Parcel CC)



Timing of Review of Infill Guidelines

Recommendation

That the report of the General Manager, Community Services Department, dated November 2, 2015, be forwarded to City Council for information.

Topic and Purpose

The purpose of this report is to provide information regarding the timing of the review of new development standards for infill development for primary dwellings in established neighbourhoods.

Report Highlights

1. The Administration will provide the Standing Policy Committee on Planning, Development and Community Services (Committee) with a report in December 2016 after the new development standards for infill development for primary dwellings in established neighbourhoods have been in effect for approximately two construction seasons.
2. This period is needed to adequately evaluate the regulations and application process.

Strategic Goal

This report supports the City of Saskatoon's (City) Strategic Goal of Sustainable Growth by ensuring that infill development is compatible with the existing built form.

Background

On March 23, 2015, City Council adopted amendments to Zoning Bylaw No. 8770 (Zoning Bylaw) to implement new development standards for infill development for primary dwellings in the established neighbourhoods.

During the March 23, 2015 meeting of City Council, Councillor Lorje made the following inquiry:

"Will the civic Administration please report on the timing of the review of the infill guidelines. Specifically, is it possible to have a review of these guidelines at the end of both the 2015 and 2016 construction seasons?"

Report

The Administration has been monitoring the new development standards for infill development for primary dwellings in established neighbourhoods since their adoption in March 2015. The Administration is of the opinion that it would be premature to report back after the 2015 construction season as many of the dwellings constructed in 2015 were approved under the previous Zoning Bylaw requirements.

Timing of Review of Infill Guidelines

The Administration is recommending that a report be provided in December 2016 after the regulations have been in place for two full construction seasons. This will ensure that there is an adequate number of primary dwellings constructed under the new regulations to review, perform detailed analysis of any problems or issues that may be identified, and receive feedback from the home builders, design professionals and Administrative staff reviewing the permits. The Administration will also monitor the effectiveness of the regulations, the staff time required to review permits, and permit fees to process applications.

Local home builders and design professionals have been contacted to determine if there are any major issues at this time; initial comments have not identified major issues. If a major issue is identified, it will be dealt with in a timely fashion.

Other Considerations/Implications

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

Due Date for Follow-up and/or Project Completion

The Administration will continue to monitor the impacts of the regulations. The Administration will provide the Committee with a report in December 2016 after the regulations have been in effect for approximately two years.

Public Notice

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

Report Approval

Written by: Paula Kotasek-Toth, Senior Planner, Planning and Development
Reviewed by: Alan Wallace, Director of Planning and Development
Approved by: Randy Grauer, General Manager Community Services Department

S/Reports/DS/2015/PDCS - Timing of Review of Infill Guidelines/ks
BF 033-15

License Agreement Renewal – Shearwater River Cruises Ltd.

Recommendation

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

1. That the agreement between the City of Saskatoon and Shearwater River Cruises Ltd. be approved, as outlined in this report; and
2. That the City Solicitor be requested to prepare the appropriate agreement and that His Worship the Mayor and the City Clerk be authorized to execute the appropriate agreement under the Corporate Seal.

Topic and Purpose

This report is to provide an overview of the terms of the license agreement renewal with Shearwater River Cruises Ltd. (Shearwater River Cruises) and includes an update on a new dock to be installed at the Mendel dock site.

Report Highlights

1. The City of Saskatoon (City) is seeking approval of a license agreement renewal with Shearwater River Cruises for the continued operation of the river boat tours.
2. Pending approval of the license agreement, the Shearwater River Cruises will undertake to install a new dock to replace the existing dock at the Mendel site, which is no longer useable.

Strategic Goal

Under the Strategic Goal of Quality of Life, the recommendations of this report support the long-term strategy of ensuring existing and future leisure centres and other recreational facilities are accessible, physically and financially, and meet community needs.

Background

In 2000, Peter Kingsmill, under Shearwater Properties Ltd., entered into a license agreement with the City, which was renewed every three years until the end of 2010. He operated river boat tours on the South Saskatchewan River using the Mendel site dock, operating two boats named the “Saskatoon Princess” and “Meewasin Queen.”

For the past three seasons, Mike and Joan Steckhan have operated Inland Marine Technologies and Shearwater River Cruises, providing tours on a boat named the “Prairie Lily”, which they purchased and brought to Saskatoon in 2012.

Report

Terms of Agreement

Shearwater River Cruises operates the tour boat, the Prairie Lily, on the South Saskatchewan River within the city limits of Saskatoon. The vessel carries passengers for tours where passengers embark and disembark at the dock by the Mendel Building. The operation does not require any shoreline structures to facilitate boarding or the sale of tickets.

The key terms of the agreement include:

1. The City agrees to allow Shearwater River Cruises access to the Mendel Building Lands for the purpose of conducting a river tour boat business. They will provide this license to Shearwater River Cruises at no charge, subject to Shearwater River Cruises performing its obligations under the agreement, and for the sole purpose of providing Shearwater River Cruises with docking facilities for its river tour boat business.
2. The term of the agreement will be for five years, with the option to renew for an additional five years.
3. Shearwater River Cruises agrees to use the Mendel Site dock in such a manner as to not restrict access by any other commercial users.
4. At their own expense, Shearwater River Cruises will install a new dock to allow passengers to embark and disembark the boat. This dock will be the property of Shearwater River Cruises. They will be responsible for ongoing maintenance, and should Shearwater River Cruises discontinue operations, the dock will be removed at their expense.

City-Owned Dock

The existing city-owned dock at the Mendel site is no longer useable to load and unload passengers. In 2014, Shearwater River Cruises installed a temporary ramp that extends over the existing City-owned dock from the river edge to the boat in order to safely load and unload passengers to the Prairie Lily.

With the end of the 2015 season, Shearwater River Cruises, in consultation with Recreation and Sport Division, Facilities and Fleet Management Division, and the Meewasin Valley Authority, is now in the process of removing the existing dock. And, pending approval of their license agreement renewal, Shearwater River Cruises will be installing a new dock that will provide safe transfer of passengers to and from the Prairie Lily. The new dock will be installed to better withstand the high river flow levels and to prevent any damage similar that which occurred to the existing dock.

Options to the Recommendation

The option exists to not approve the license agreement or to not approve the proposed terms of the license. At this time, there has been no other interest in operating a similar service.

Public and/or Stakeholder Involvement

Shearwater River Cruises has been involved in the process of drafting the terms for the license and is in agreement with all terms and conditions.

Other Considerations/Implications

There is no policy, financial, environmental, privacy, or CPTED implications or considerations. No communication plan is required at this time.

Due Date for Follow-up and/or Project Completion

No follow-up is required at this time.

Public Notice

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

Report Approval

Written by: Lindsay Cockrum, Open Space Consultant, Recreation and Sport Division
Reviewed by: Lynne Lacroix, Director of Recreation and Sport
Approved by: Randy Grauer, General Manager, Community Services Department

S/Reports/RS/2015/PDCS - License Agreement Renewal – Shearwater River Cruises Ltd./ks

Reserve and Rate Sufficiency Review

Recommendation

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

1. That the 2015 Parks and Recreation Levy component rate on residential lots be approved as follows:

Neighbourhood:	\$260.30
District:	\$103.50
Multi-District:	<u>\$ 31.90</u>
	<u>\$395.70</u>

; and
2. That the 2015 Community Centre Levy rates for each developing neighbourhood be approved, as outlined in this report.

Topic and Purpose

The purpose of this report is to provide an overview of the proposed 2015 rates for the Parks and Recreation Levy and the Community Centre Levy.

Report Highlights

1. The proposed 2015 Parks and Recreation Levy has been adjusted to reflect actual park construction costs and to include a new provision for park Satellite Maintenance Buildings (Maintenance Buildings).
2. The proposed 2015 Community Centre Levy rates will remain the same as the rates approved for 2014.

Strategic Goal

Under the Strategic Goal of Quality of Life, this report supports the long-term strategy to ensure existing and future leisure centres and other recreation facilities are accessible, physically and financially, and meet community needs.

Background

The City of Saskatoon (City) established the Parks and Recreation Levy as a means to fund neighbourhood local parks (including core neighbourhood parks, neighbourhood parks, and linear parks) and recreation facilities, district parks and recreation facilities, and multi-district parks and recreation facilities.

At its August 15, 2012 meeting, City Council approved a single, blended City-wide formula for the calculation of the Community Centre Levy, beginning with the Kensington neighbourhood and all new neighbourhoods. The calculation of the Community Centre Levy is based on the year-to-year cost of acquiring 8.0 acres of potential school-site property in each developing neighbourhood.

Report

Parks and Recreation Levy

The proposed Parks and Recreation Levy rate increase includes a \$7.70 per front metre or 1.99 % increase, primarily due to the costs associated with constructing the Maintenance Buildings. Table 1 summarizes the proposed Parks and Recreation Levy rate changes for 2015.

Table 1: Parks and Recreation Levy Rate Changes

	2014 Approved Rate	2015 Proposed Rate	Rate Change
Neighbourhood Local Parks	\$257.10	\$260.30	\$3.20
District Parks	\$106.50	\$103.50	(\$3.00)
Multi-District Parks	\$ 24.40	\$ 31.90	\$7.50
Total	\$388.00	\$395.70	\$7.70

The changes in the neighbourhood and district rates are a rebalancing that reflects the allocation of the costs of parks. The increase in the multi-district rates is the result of including the construction of Maintenance Buildings for Parks staff, equipment, and supplies. The Maintenance Buildings will be strategically located where they are geographically closer to parks in new neighbourhoods.

The Maintenance Buildings are an essential element of new park development and, as such, require funding from the Parks and Recreation Levy. The Maintenance Buildings, estimated at a cost of \$150,000 each, provide the localized/efficient deployment of staff, as well as providing required space for the additional staff, equipment, and material storage requirements associated with new park and open space development. Current maintenance facilities are at capacity and will not be able to provide adequate storage for the additional equipment and staging of staff operations that will be necessary as park and open space inventory continues to grow and travel time/distance becomes increasingly ineffective. The Maintenance Buildings will also serve to support the recent recommendations from the Parks' Civic Service Review by localizing maintenance activities to improve staff and equipment productivity, customer service, and employee safety. Attachment 1 is the proposed 5-year Capital Plan for the Maintenance Buildings.

Boulevard trees are included in the Multi-District portion of the Parks and Recreation Levy. The use of the boulevard tree portion will be broadened to utilize funds for better long-term urban forest outcomes in new neighbourhoods. This will include a combination of plant site improvements (i.e. amending soil), continued planting and establishment maintenance (i.e. watering and mulching), and creating an inventory of trees planted by the City or approved planting by developers on non-park land. This change will not increase the rate, but will better utilize the available funds.

Community Centre Levy

The proposed 2015 Community Centre Levy rates will remain at the 2014 approved rates. The calculation of the Community Centre Levy is based on the cost of acquiring land for potential school-site property in each developing neighbourhood. The serviced land costs

used to calculate the Community Centre Levy for future neighbourhoods is 8.0 acres at \$800,000 per acre. The proposed Community Centre Levy rates are summarized in Table 2.

Table 2: Community Centre Levy Rate Changes

	2014 Approved Rate	2015 Proposed Rate	Percent Increase
Rosewood	\$140.65	\$140.65	0.0%
Stonebridge	\$123.30	\$123.30	0.0%
Evergreen	\$192.10	\$192.10	0.0%
Future Neighbourhoods	\$186.00	\$186.00	0.0%

The Community Centre Levy rates for the Rosewood, Stonebridge, and Evergreen neighbourhoods were established based on individual neighbourhoods before the single, blended rate policy changed. Each of these neighbourhoods has a unique rate, primarily due to variations in the size of the neighbourhood.

The Community Centre Levy rate for future neighbourhoods will be applied to new neighbourhoods including Kensington, Brighton, Elk Point, Aspen Ridge, and all future neighbourhoods.

Public and/or Stakeholder Involvement

The new levy rates were tabled for comments with the Land Developers during the October 8, 2015 meeting. The Land Developers asked questions and received clarification on the proposed Parks and Recreation Levy increase.

Communication Plan

A communication plan is not applicable, as the Land Developers have been informed of the proposed 2015 rates for the Parks and Recreation Levy and the Community Centre Levy. Of note, these rates come into effect January 1, 2015, and any servicing work that has been charged at 2014 rates will be adjusted. Although servicing work is being done in the spring and summer, most of the billing occurs later in the year.

Financial Implications

The financial implications have been outlined in this report.

Other Considerations/Implications

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

Due Date for Follow-up and/or Project Completion

No follow-up is required at this time.

Public Notice

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

Attachment

1. 2016 Capital Budget/2017-2020 Capital Plan Project Details (\$'000s) –
1658 CY-Parks New Satellite Mtnc Bldg

Report Approval

Written by: Brad Babyak, Integrated Facility Supervisor, Recreation and Sport
Reviewed by: Lynne Lacroix, Director of Recreation and Sport
Approved by: Randy Grauer, General Manager, Community Services Department

S/Reports/RS/2015/PDCS – Reserve and Rate Sufficiency Review/lc

**2016 CAPITAL BUDGET / 2017-2020 CAPITAL PLAN
PROJECT DETAILS (\$'000s)**

1658 CY-PARKS NEW SATELLITE MTNC BLDG

	PRIOR YEARS BUDGET	2016 BUDGET	2017 PLAN	2018 PLAN	2019 PLAN	2020 PLAN	2021 -2025 PLAN	TOTAL
GROSS COST DETAILS								
Construction	0	0	0	0	0	0	0	0
Evergreen District	0	15	135	0	0	0	0	150
Holmewood Sector	0	0	0	90	810	0	0	900
Hyde Park	0	150	0	0	0	0	0	150
Kensington Neighbourhood	0	15	135	0	0	0	0	150
Kinsmen Park	15	0	135	0	0	0	0	150
Lakewood Park	15	135	0	0	0	0	0	150
Peter Zakreski Park	20	130	0	0	0	0	0	150
Total GROSS COST DETAILS	50	445	405	90	810	0	0	1,800
FINANCING DETAILS								
CY CAPITAL RESERVE	(50)	0	0	0	0	0	0	(50)
PARKS AND RECREATION LEVY	0	(445)	(270)	(90)	(810)	0	0	(1,615)
UNFUNDED	0	0	(135)	0	0	0	0	(135)
Total FINANCING DETAILS	(50)	(445)	(405)	(90)	(810)	0	0	(1,800)

Project Description

This project is based on service review findings that indicate an expansion of Park maintenance buildings will be necessary as the area of City parks and open space continues to grow.

General Comments

To improve operating efficiencies of the Parks Maintenance program, a new service delivery model is required that includes new satellite maintenance buildings and equipment strategically located geographically closer to parks in new neighbourhoods. This will reduce travel time to and from existing maintenance facilities to the parks, and will result in more effective use of staff resources and be safer for workers that travel on City roadways.

Operating Impacts

Three new buildings constructed in 2016 will require \$1,600 per building in contribution to the Civic Building Comprehensive Maintenance Reserve, and an estimated \$2,200 per unit in utilities costs in 2017.

\$4,800 CBCM

\$6,600 Utilities

Prior Budget Approval

Design of \$50,000 for satellite maintenance buildings located in Kinsmen Park, Lakewood Park and Peter Zakreski Park; funded from the Community Services Capital Reserve.

Special Note:

This project is subject to the approval of the Parks & Recreation Levy.

Recreation and Parks Master Plan – Implementation Plan

Recommendation

That the report of the General Manager, Community Services Department, dated November 2, 2015, be forwarded to City Council for information.

Topic and Purpose

This report provides an update on the Implementation Plan for the Recreation and Parks Master Plan.

Report Highlights

1. Through the development of the Recreation and Parks Master Plan (Master Plan) and the subsequent workshop hosted on June 17, 2015, with stakeholders, immediate short-term action items were identified and are detailed in the Implementation Plan (see Attachment 1, page 8).
2. Through discussions with stakeholders at the June 17, 2015 workshop, a series of actions were also developed that will lead to an Implementation Plan for the medium- and long-term strategies.

Strategic Goals

The provision of recreation, sport, culture, parks, facilities, and programs is a core service for the residents of Saskatoon and is strongly connected to the outcomes of a number of the City of Saskatoon's (City) Strategic Goals including: Quality of Life, Environmental Leadership, Economic Diversity and Prosperity, Sustainable Growth, Moving Around, and Asset and Financial Sustainability.

Background

During its July 23, 2015 meeting, City Council resolved:

- “1. That the Recreation and Parks Master Plan be endorsed to provide guidance for future decision making, related to the provision of recreation and parks programs, services, amenities, and facilities; and
2. That the Administration be requested to report back, through the Standing Policy Committee on Planning, Development and Community services, on a short-, medium-, and long-term implementation strategy.”

Report

Short-Term (Immediate) Action Items

Implementing the Master Plan will require commitment, resources (financial and human), and adjustment to existing policies and protocols. The Master Plan is dynamic, and the frameworks and systems outlined will allow recreation and parks stakeholders

to adapt as Saskatoon grows and evolves. An overview, of specific year one actions, is outlined in Attachment 1, page 8, and was also included as part of the July 23, 2015 report on the Recreation and Parks Master Plan.

Financing recreation and parks is expected to come through a combination of public support (taxes), user fees, and external sources, such as grants and sponsorship. As the Master Plan is implemented, it will create strength and capacity in the recreation and parks delivery system and lead to improved resident quality of life. The Implementation Plan will involve the development of a long-term financial plan to formalize a funding strategy for parks and recreation infrastructure for maintenance, lifecycle support, and new buildings. Part of this long-term financial plan will include the major projects identified for the next five to ten years, shown in Attachment 1, pages 19 to 21, as well as other capital projects that emerge as ongoing planning for parks and recreation continues.

Medium- and Long-Term Implementation Strategies

The City has involved the many dedicated and valued partners, stakeholders, and service providers in development of the Master Plan and in the initial phases of the implementation strategy for the Master Plan. The Administration will continue to work with stakeholders to implement actions and set measures to accomplish all strategies and actions outlined in the Implementation Plan and will continue to prioritize additional implementation actions over time. See pages 9 to 14 of Attachment 1 for the current list of actions and strategies to be undertaken to address all recommendations of the Master Plan.

Communication Plan

A formal communication plan has been developed in consultation with Community Services Marketing and Media Relations. Communications will be aimed at specific audiences (internal, external, and stakeholders) and involve both digital (www.saskatoon.ca) and printed tools for distribution that summarize key Master Plan findings, as well as timed news releases and social media posts.

Policy Implications

Some actions and/or recommendations within the Master Plan will have policy implications and will be presented to City Council as the policies are developed or refined, including changes to the Park Development Guidelines.

Financial Implications

While some of the recommendations have financial implications, there are also many actions accomplished by policy and program changes that do not have financial implications. Those actions that do have financial impacts will be presented to City Council through the operating and capital budget process.

Other Considerations/Implications

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

Due Date for Follow-up and/or Project Completion

Further reports will be forthcoming to Committee and Council at appropriate intervals.

Public Notice

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

Attachment

1. Implementation Plan - Recreation and Parks Master Plan

Report Approval

Written by: Mike Libke, Neighbourhood Services Manager, Community Development

Reviewed by: Lynne Lacroix, Director of Community Development

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

S/Reports/CD/2015/PDCS – Recreation and Parks Master Plan – Implementation Plan/ks
BF 067-15



Recreation and Parks Master Plan

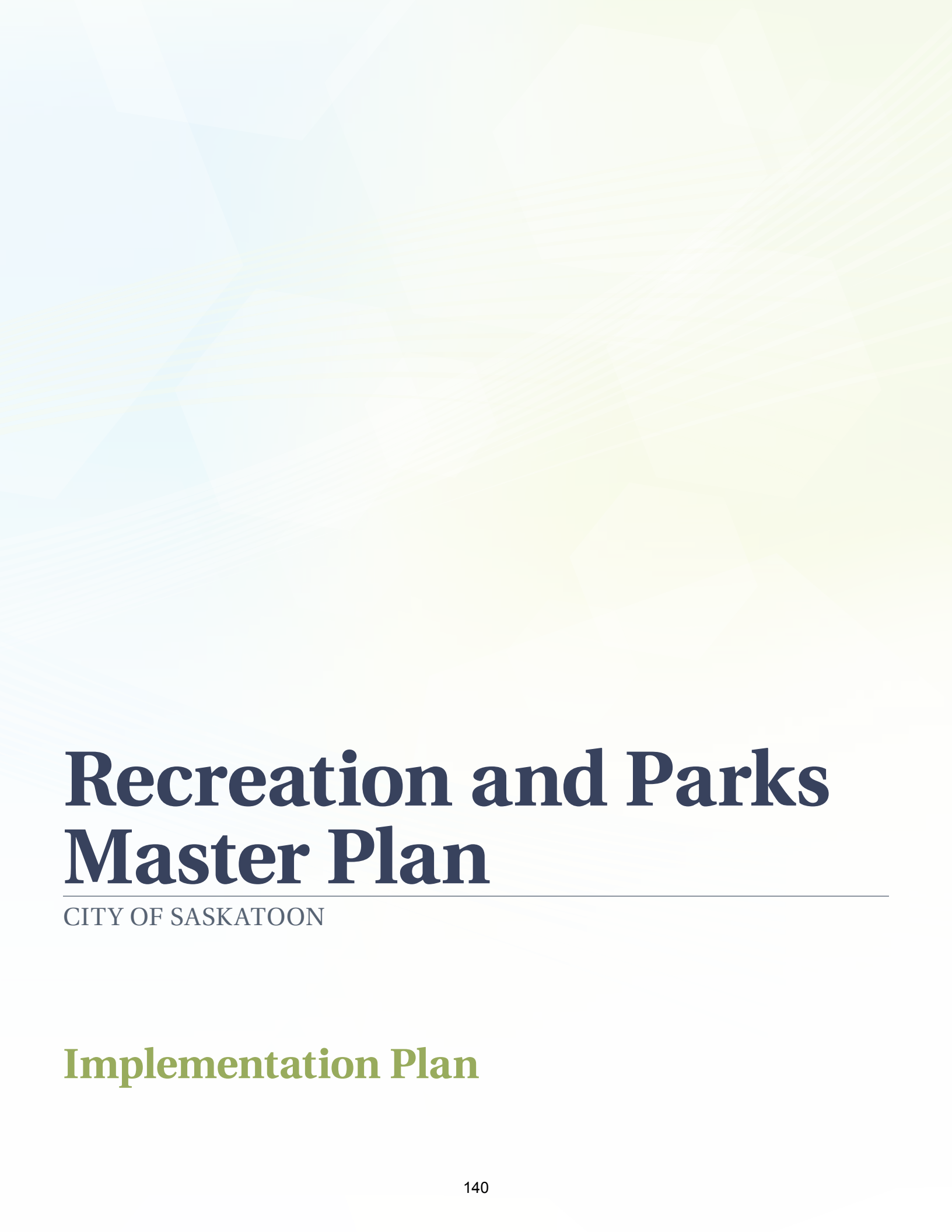
CITY OF SASKATOON

Implementation Plan—Final Draft
For Presentation to Committee of Council

October 2015



Referred Part



Recreation and Parks Master Plan

CITY OF SASKATOON

Implementation Plan

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Section

1

Introduction

The Recreation and Parks Master Plan provides a framework that guides the development, delivery, and continuous improvement of recreation and parks programs, services, and facilities. Built upon an in-depth program of research, the Master Plan presents a series of 44 recommendations. Some of these recommendations are relatively straight forward in their implementation while others require some interpretation.

The Master Plan is “owned” by the City of Saskatoon, however, the provision of recreation and parks services are provided to residents, groups, and visitors through a broad community approach. Some recommendations in the Plan specifically involve other stakeholders, organizations, and agencies beyond the City itself. This suggests that the community plays a key role in the effective delivery of recreation and parks services.

Because of the importance of the community’s role in the provision of recreation and parks services, the City felt it was important to engage with the community to discuss the Master Plan’s recommendations. Through this engagement the City would be able to understand the perspectives of the community and its interpretation of the recommendations. As well, the engagement would help pave the way for further engagement and involvement as the Master Plan is implemented.

Two half day sessions were convened in June 2015 to engage with stakeholders. One session included internal City stakeholders while the second session comprised external stakeholders. Invitations were sent out using the City’s contact list of community organizations¹. See Appendix A for a list of the external organizations participating in the sessions.

The City was not asking these session participants to develop a detailed implementation plan for the Master Plan. Rather, the City was soliciting input to provide direction and identify considerations as the Master Plan gets implemented. In this document is a list of eleven implementation activities for the first year of implementation that was developed, in part, through the half day sessions. As well, a 10 year capital plan is presented in Appendix B. Following these initial implementation actions are additional actions identified for the Master Plan’s recommendations, to help reach the medium and long term strategies outlined in the Plan.



¹ This same stakeholder list was used to solicit input into the development of the Master Plan.

Section

2

Recreation and Parks Master Plan Review

Participants in the half day sessions were provided the draft Master Plan in advance of the session. As well, to start each session an overview of the Master Plan was presented.

Plan Intent

It is an **overall framework** that guides the **development, delivery, and continuous improvement of recreation and parks programs, services, and facilities.**

Built upon current levels of success and benefits achieved.

Built through the input and direction of key stakeholders.

THE MASTER PLAN WILL...

- Create supportive environments in which recreation and parks activity will occur;
- Build capacity in the recreation and parks delivery system throughout Saskatoon; and
- Enhance inclusion in and access to recreation and parks opportunities provided by the City and stakeholders.

THE MASTER PLAN INCLUDES FOUR TYPES OF RECOMMENDATIONS...

1. **Service Delivery:** how recreation and parks services are provided—directly and in partnership.
2. **Programming:** how programs are delivered and areas to focus upon.
3. **Infrastructure:** how indoor and outdoor facilities and spaces are provided.
4. **Funding:** how funds are generated by the City for recreation and parks services and how they are allocated to provide these services.



A Vision for Saskatoon Recreation and Parks...

We envision a city in which everyone is engaged in meaningful, accessible recreation experiences that enhance quality of life and that foster:

- **Individual** wellbeing;
- **Community** wellbeing; and
- The wellbeing of our **natural and built environments.**

Section

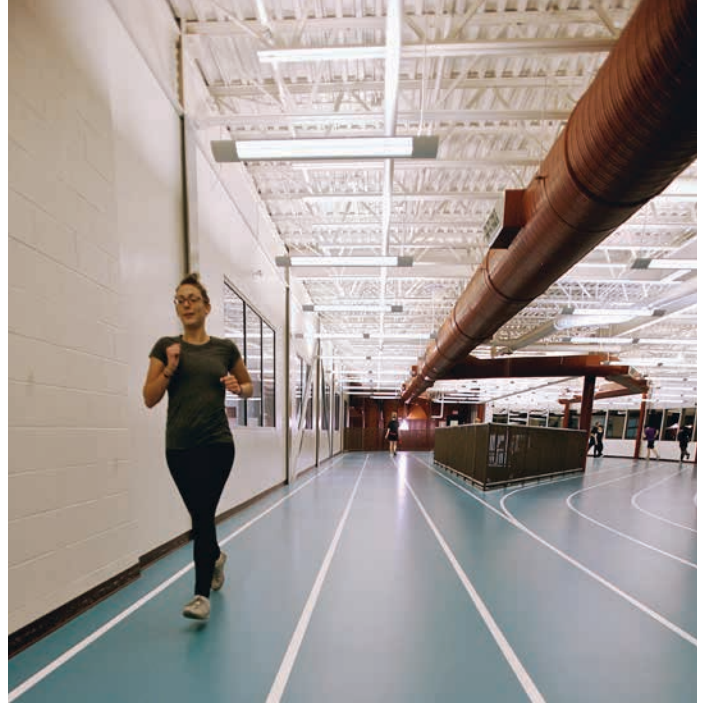
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Process

After reviewing the draft Master Plan, participants selected which recommendation type they would focus their attention on. They selected a table, with a facilitator, to focus on service delivery, programming, or infrastructure recommendations. Funding issues overlay many of the other recommendations; as well it was felt that greater impact would be realized focusing community stakeholders on the other recommendation types.

Each recommendation type includes multiple recommendations. Participants were not asked to identify specific actions for each recommendation but rather to review the list of recommendations and identify actions that would lead to their implementation. As well, they were asked to identify measures that would be used to indicate the success of implementation.

The outcomes of the discussion are presented in the following section.



Section

4

Implementation Plan

Specific Year One Actions

Several immediate actions were developed based on the discussion of the session participants.

1. Formalize a funding strategy (maintenance, lifecycle, and new).
2. Develop a partnership policy.
3. Revisit, update and enhance the Parks and Open Space Classification System.
4. Revisit, update, and enhance Park Development Guidelines and Landscape Design Standards.
5. Promote the Master Plan internally and externally.
6. Complete a feasibility study for city centre recreation facility.
7. Optimize Leisure Access and Youth Sports Subsidy Programs and grants to community based groups.
8. Continue to find ways to reduce barriers to participation in recreation and increase participation wherever possible.
9. Review the Fees and Charges Schedule for the Leisure Centres.
10. Engage the Community Feedback Committee (or similar group) in Master Plan reporting and implementation.
11. Enhance existing sponsorship policy and administer an associated campaign to garner external funding to support recreation and parks programs and/or infrastructure.
12. Potential Capital Plan¹:

Potential Projects Between 2016 and 2026	Capital \$ (2016)
Indoor	
Arena Facility (including leisure ice)	\$1M – \$12M
Walking/Running Track	\$0.9M
Indoor Playground	\$0.05M – \$0.1M
Recreation Facility	\$15 – \$50M
Outdoor	
Trail Network/System	\$0.25M – \$0.5M
Festival Venue/Amphitheatre	\$0.4M – \$1.06M
Passive Park (including natural areas)	\$0.45M
Child Playgrounds	\$0.4M – \$2.5M
Track and Field Spaces	\$5M – \$8M
Water Spray Parks	\$4M – \$8M
Boating Facilities	\$0.12M
Park Lifecycle Upgrade	\$2.0M – \$2.06M

Other Implementation Actions for Short, Medium and Long-Term

The intent of the following is not to tie actions to specific recommendations but to present a series of actions that together will lead to an implementation of the Master Plan recommendations. A series of actions were developed as outcomes from the session. These actions are presented according to recommendation type and theme. Performance measures are included as well.

¹ For more details see Appendix B.

Service Delivery

Service delivery recommendations create recreation capacity in the recreation and parks delivery system, create supportive environments for recreation and parks provision, and ensure inclusion and access for participation in recreation and parks activities. The recommendations can be grouped into three themes: Partnership, Community Support, and Promotions and Process.

Theme	Actions	Timing ¹ (S, M, L)	Measures
Partnerships <i>Applicable Recommendations:</i> 1, 2, 3, 4, 5, 11	• Create an inventory of existing and potential partnerships. • Delineate the expected outcomes of each partnership including a definition of service levels. • Develop a partnership policy. • With existing and potential partners identify gaps and overlaps in service delivery. Identify actions to address redundancies and deficiencies. • Facilitate partnerships amongst all service providers with a goal to increase effectiveness and efficiency of delivery system while facilitating social inclusion. » Include regional municipalities.	S M S M M	• Database/director of existing and potential partnerships. • Partnership agreements in place. • Partnership agreements include service outcomes. • Partnership policy in place. • Number of meetings convened with partners (existing and potential). • Participation rates of existing and potential partners. • Plan to address gaps and eliminate duplication. • Development of regional recreation and parks plans. • Resident and user satisfaction.
Support <i>Applicable Recommendations:</i> 6, 7, 9, 12	• Develop a volunteer strategy. » Training of CBOs regarding recruitment and retention of volunteers. • Institute City liaison with associations and CBOs (similar to current model for community associations). » Identify expectations and service levels. • Institute leading practices for group support as determined through research (including leisure access, youth subsidy).	M M M	• Volunteer strategy developed. • Strength/capacity of CBOs. • Satisfaction of CBOs with interaction/support of City. • Uptake/subscription rates for leisure access and youth subsidy. • Leading practices research undertaken; leading practices identified and applied (where appropriate).

¹ S—"Short-Term" (1 – 2 Years); M—"Medium-Term" (3 – 5 Years); L—"Long-Term" (>5 Years)

Service Delivery (Continued)

Theme	Actions	Timing ¹ (S, M, L)	Measures
Promotions and Process <i>Applicable Recommendations:</i> 8, 10	- Develop and maintain an inventory of city groups and programs. - Collaborate with partners having same goals to promote messages. - Research and communicate benefits of Parks and Recreation. - Determine and fund a communications strategy (including a variety of media). - Develop a marketing plan for recreation and parks opportunities. - Identify and collect appropriate utilization data.	S S S M M M	- Participation rates. - Surveys of residents around participation and barriers. - Visits/utilization. - Marketing plan development. - Meaningful utilization data collected.

Programming

Programming recommendations are intended to ensure all segments of the community are able to access programs, that appropriate programs are offered to address community needs, and that ongoing efforts are implemented to ensure the aforementioned outcomes are achieved. The recommendations can be grouped into three themes: Program Accessibility, Collaboration in Program Delivery, and Program Management.

Theme	Actions	Timing ¹ (S, M, L)	Measures
Program Accessibility <i>Applicable Recommendations:</i> 13, 17, 18	- Identify barriers to access (beyond cost). - Complete an inventory of supports to enhance accessibility. - Complete an inventory of low/no cost programs. - Complete a gap analysis with programs, accessibility supports, and potential program participants. » Address gaps. - Market/promote/communicate supports and programs. - Determine City position on access versus financial return. - Review of Leisure Services Fees and Charges (C03-029).	M M S M M M S	- Inventory of barriers, supports, programs completed. - Gap analysis completed. - CBOs and residents aware of supports and programs. - City has position of access determined and communicated. - Leisure Service Fees and Charges reviewed. - Participation rates including rates of targeted segments. - Number of people aware of and using supports. - Participation rates. - Customer satisfaction. - Levels of awareness of programs and supports.

¹ S—"Short-Term" (1 – 2 Years); M—"Medium-Term" (3 – 5 Years); L—"Long-Term" (>5 Years)

Programming (Continued)

Theme	Actions	Timing ¹ (S, M, L)	Measures
Collaboration in Program Delivery <i>Applicable Recommendations:</i> 15, 16	• Develop/implement/continue to use communication/partnership mechanisms. • Identify program providers and their services. • Undertake a gap analysis to identify gaps and overlap. » Address gaps and overlaps. • Identify community need for programming and communicate to program providers.	S M M M	• Communication mechanisms exist. • Effectiveness of communication mechanisms. • Gaps and overlaps identified. • Inventory of program providers complete. • Community program needs identified. • Identified program needs addressed. • Participation rates in programs.
Program Management <i>Applicable Recommendations:</i> 14, 19	• Develop a ToR for a Community Feedback Committee to assist in Master Plan reporting and implementation. • Continue with program of research—planning cycle (e.g. resident surveys). • Develop performance measurement system. • Develop system for service provision across the city.	S M/L M/L M	• Community Feedback Committee in place and operational. • Research program operational. • Performance measurement system in place, understood, and operational. • Integrated recreation and parks system in place and operational. • Regular reporting to the community on implementation of Master Plan.



¹ S—"Short-Term" (1 – 2 Years); M—"Medium-Term" (3 – 5 Years); L—"Long-Term" (>5 Years)

Infrastructure

Infrastructure recommendations address current and future demands for infrastructure as well as tools that can aid in determining infrastructure needs and priorities. The recommendations can be grouped into three themes: Tools and Frameworks, Integrated Planning, and Facility Development.

Theme	Actions	Timing ¹ (S, M, L)	Measures
Tools and Frameworks <i>Applicable Recommendations:</i> 21, 22, 23, 25, 26, 30, 35, 36, 38, 39	• Develop and maintain condition assessments on recreation and parks facilities. • Include operating and reserve impacts with facility projects. • Implement the park amenities strategy and outcomes related to natural areas, trails, and river valley. • Utilize the facility space prioritization model and recreation facility classification to guide infrastructure investment decision making. • Implement a lifecycle budget process for all recreation facilities (indoor and outdoor). • Utilize the decision making framework with facilities requiring substantial lifecycle investment. • Use the project development framework and prioritization model for infrastructure development. • Revisit and enhance park development guidelines and formalize landscape design standards.	S S M Ongoing S/M Ongoing Ongoing S	• Recreation and parks facilities have updated condition assessments. • Facility projects have operating and reserve impacts. • All strategies and models have been implemented where appropriate. • Utilization and satisfaction with facilities. • % of appropriate staff that are aware, understand, and can utilize the tools and frameworks. • Updated park development guidelines. • Formalized landscape design standards.

¹ S—"Short-Term" (1 – 2 Years); M—"Medium-Term" (3 – 5 Years); L—"Long-Term" (>5 Years)

Infrastructure (Continued)

Theme	Actions	Timing ¹ (S, M, L)	Measures
Integrated Planning <i>Applicable Recommendations:</i> 20, 24, 25, 26, 27, 33, 34, 37	- Establish levels of provision for recreation and parks infrastructure considering geographic provision. - Update needs assessment information as part of cyclical planning. - Share tools/processes/frameworks internally and externally. - Refer to needs assessments/studies when planning infrastructure. - Budget for land acquisition to accommodate multi-district/district parks. - Consider enhancement/improvement of existing facilities before building new ones. - Formalize timing and level of involvement on future projects (including sign off).	M M S/M Ongoing L S/M M/L	- Levels of provision are established, agreed upon, and communicated. - Long range plans are developed and in place. - Studies/assessments have been identified and are included in the planning process. - Budget process accommodates land massing. - Analysis conducted on existing facilities prior to decisions about new. » Facility Condition Index completed.
Facility Development <i>Applicable Recommendations:</i> 24, 25, 26, 28, 29, 31, 32	- Consider development through the lens of spontaneous and structured use. - Explore opportunities for integrated and multi-use facilities. - Apply principles of environmental design and crime prevention principles. - Establish a formalized criteria/process for synthetic surfaces when a new park is being built. - Develop a plan for the provision of healthy food options in recreation and parks facilities.	M Ongoing Ongoing M M	- Facility development process addresses spontaneous and structured spaces, integration of spaces, and multi-use capabilities. - Principles of environmental design and crime prevention are applied to facility design. - Feasibility of synthetic playing surfaces is undertaken. - A plan for the provision of healthy food is developed and implemented.

¹ S—"Short-Term" (1 – 2 Years); M—"Medium-Term" (3 – 5 Years); L—"Long-Term" (>5 Years)

Financing

Financing recommendations address sources of funding to provide recreation and parks services. These include traditional and non-traditional revenue sources. Also included are investments in staff and Master Plan implementation.

Theme	Actions	Timing ¹ (S, M, L)	Measures
Funding <i>Applicable Recommendations:</i> 40, 41, 42	• Revisit the existing sponsorship policy to bring a focus on recreation and parks. • Implement a sponsorship program for recreation and parks programs and facilities. • Explore opportunities for fee-based services and amenities in facility or park spaces. • Identify and pursue grant opportunities.	M M M/L M	• Sponsorship policy appropriately addresses recreation and parks. • Sponsorship program implemented. • Sponsorship targets met. • Inventory of grant opportunities developed. • Number of grant application. • Number of grants received. • Where appropriate, fee-based services are operational.
Support <i>Applicable Recommendations:</i> 43, 44	• Identify and apply internal resources (staff and financial) needed to implement the Master Plan/ • Formalize a funding strategy (maintenance, lifecycle, and new). • Develop and implement a professional development program for City staff.	Ongoing S Ongoing	• Master Plan is implemented. • Professional development opportunities support the provision of recreation and parks services. • Professional development program is understood by staff.



¹ S—"Short-Term" (1 – 2 Years); M—"Medium-Term" (3 – 5 Years); L—"Long-Term" (>5 Years)

Appendices

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Appendix



Participating Organizations

#	Organization
1	Adelaide Park Churchill Community Association
3	Citizen
4	Citizen/Hockey
5	City of Saskatoon: Community Development Division
6	City of Saskatoon: Facilities and Fleet Management Division
7	City of Saskatoon: Parks Division
8	City of Saskatoon: Planning and Development Division
9	City of Saskatoon: Recreation and Sport Division
10	Community Living Association Saskatoon
11	Crocus Co-op
12	Dream Development
13	King George Community Association
2	Pickleball Saskatoon (2 Attendees)
14	RC Strategies
15	Saskatoon Council on Aging (3 Attendees)
16	Saskatoon Health Region: Health Promotion Department (2 Attendees)
17	Saskatoon Minor Basketball
18	Saskatoon Minor Hockey
19	Saskatoon Nordic Ski Club (2 Attendees)
20	Saskatoon Nature Society
21	Saskatoon Nature Society/Swale Watchers
22	Saskatoon Polytechnic Institute
23	Saskatoon Sports Council
24	Saskatoon Sports Tourism
25	SaskTel Centre
26	Shakespeare on the Saskatchewan
27	Skate Saskatoon
28	Special Olympics Saskatoon
29	Stantec Consulting Ltd.
30	TCU Place
31	University of Saskatchewan
32	YMCA Saskatoon
33	YWCA Saskatoon

Section

B

**Major Projects Identified for
the Next Five to Ten Years**

Space Amenity Type	Priority Ranking	Project	Lifecycle Growth New Initiative ¹	New or Existing Capital Project	Project Description	Estimated Project Cost	Delivery – Partnership Framework
Indoor Priorities							
Leisure Ice	#1	Ice Arena	Growth	New	Options to Consider: a) Build new Ice arena including leisure Ice (1 – 2 arenas). b) Add another ice sheet to an existing City owned arena. c) Partner with other stakeholders to add a new arena.	a) \$6 – \$12M b) \$4.5M c) \$1M	a) City owned/operated. b) City owned/operated. c) Partner owned/operated.
Arena Facility	#4						
Walking/Running Track	#2	Saskatoon Field House: Main Track Flooring	Lifecycle	New	To repair and replace sections of the main track flooring at the Saskatoon Field House. The floor is degrading and, if not repaired, will no longer be able to support future sporting and track events.	\$900,000	City owned/operated.
Indoor Child Playground	#3	Indoor Child Playgrounds	Lifecycle	New	Consider repurposing space within existing Leisure Centres to build indoor child playgrounds.	\$50,000 – \$100,000	City owned/operated.
Recreation Facility	Any number of the Top #1 to 10 Priorities	Recreation Facility Development	Growth	New	To build new recreation facility or facilities (e.g. City Centre Recreation Facility, Northeast Recreation Facility).	\$15 – \$25M w/o aquatics. \$25 – \$50M w/ aquatics.	Options to Consider: - City owned/operated. - Jointly owned/operated. - Jointly owned and Partner operated.

¹ Lifecycle and replacement costs to upgrade/replace/repurpose existing facilities and parks.

New infrastructure/facility needs: tied to new growth.

New infrastructure/facility needs: new initiatives (facilities the City has not traditionally provided).

Note: Annual operating costs are not included in this summary. It is expected that a full analysis of operating budget implications and partnership options would be undertaken prior to approving any capital project and that sufficient annual operating funds would be allocated to any approved project.

Space Amenity Type	Priority Ranking	Project	Lifecycle Growth New Initiative ¹	New or Existing Capital Project	Project Description	Estimated Project Cost	Delivery – Partnership Framework
Outdoor Priorities							
Trail Network/System	#1	MVA Trail Expansion	Growth	New	This project will complete the Meewasin Trail in the southwest part of Saskatoon near the Circle Drive South Bridge and would be in partnership with the MVA.	\$250,000 – \$500,000 (City's Contribution)	Partner owned/operated.
Festival Venue/Amphitheatre	#2	Kinsmen Park Festival Site	New	Existing #2114 (Unfunded)	Development of the Festival site at Kinsmen Park.	\$400,000	City owned/operated.
Festival Venue/Amphitheatre	#2	Victoria Park Upgrades	Lifecycle and New	Existing #2471 (Unfunded)	Upgrades outlined in the Victoria Park Program Plan and include formalizing a special event site.	\$1.06 M	City owned/operated.
Passive Park (including natural areas)	#3	Chief Whitecap Park Development	Growth	Existing #2353 (Unfunded)	Includes naturalization of the uplands, development of a primary and secondary pathway system, and the development of a natural shelterbelt.	\$450,000	City owned/operated.
Child Playground	#4	Play Structures (City Wide)	Lifecycle	Existing #1938 (Unfunded)	This project will replace various playground structures throughout the City (19 existing wooden structures).	\$2.5M	City owned/operated.

¹ Lifecycle and replacement costs to upgrade/replace/repurpose existing facilities and parks.

New infrastructure/facility needs: tied to new growth.

New infrastructure/facility needs: new initiatives (facilities the City has not traditionally provided).

Note: Annual operating costs are not included in this summary. It is expected that a full analysis of operating budget implications and partnership options would be undertaken prior to approving any capital project and that sufficient annual operating funds would be allocated to any approved project.

Space Amenity Type	Priority Ranking	Project	Lifecycle Growth New Initiative ¹	New or Existing Capital Project	Project Description	Estimated Project Cost	Delivery – Partnership Framework
Outdoor Priorities (Continued)							
Child Playground	#4	Accessible Playground	Growth	Existing #2354 (Unfunded)	Build a fourth destination accessible playground in Ashworth Holmes Park to complete the goal of building one in each quadrant of the city.	\$400,000	City owned/operated Community cost sharing anticipated.
Track and Field Spaces	#4	Outdoor Track and Field Venue	New Initiative	New	The development of a new or enhanced track and field venue.	\$5 – 8M	- Partner owned/operated (potentially on City land). -OR- - Jointly owned/operated.
Water Spray Parks	#6	Paddling Pool/ Recreation Unit Repair/Replacement	Lifecycle	New	The City currently has 30 paddling pools. 20 could use major repair or replacement.	\$4 – 8M	City owned/operated.
Boating Facilities	#6	Boat Launch	Lifecycle	Existing #2352 (Unfunded)	Construction will include piles to stabilize the launch, an entrance to the site, landscaping, and signage.	\$120,000	City owned/operated.
Parks	#6	Park Irrigation/Drainage	Lifecycle	Existing #1648/1653 (Unfunded)	Various neighbourhood and riverbank parks.	\$2M	City owned/operated.
Parks	#6	Hudson Bay Park (Review)	Lifecycle	Existing #2114 (Unfunded)	Involves a program plan review and survey, and site analysis for the Hudson Bay Area Parks (Pierre Radisson, Henry Kelsey North, and Scott).	\$2.06M	City owned/operated.

¹ Lifecycle and replacement costs to upgrade/replace/repurpose existing facilities and parks.

New infrastructure/facility needs: tied to new growth.

New infrastructure/facility needs: new initiatives (facilities the City has not traditionally provided).

Note: Annual operating costs are not included in this summary. It is expected that a full analysis of operating budget implications and partnership options would be undertaken prior to approving any capital project and that sufficient annual operating funds would be allocated to any approved project.



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Leisure Centre Market Research – Separate Pass for the Weight Room and Exercise Room

Recommendation

That the report of the General Manager, Community Services Department, dated November 2, 2015, be forwarded to City Council for information.

Topic and Purpose

In an effort to strategically increase participation and revenues at the City of Saskatoon's (City) six indoor leisure centres, Recreation and Sport commissioned a market research study conducted by Insightrix Research Inc. (Insightrix) in fall of 2014. This study specifically addressed price point and admission products at the leisure centres. This report provides information for consideration on a separate pass for the weight room and exercise rooms at the leisure centres.

Report Highlights

1. Requests for separate passes for spaces, such as the weight room or exercise rooms, are typically driven by the cost per visit for that activity. With the new lower LeisureCard rates, the Administration would like to assess the impact of the new rates before undertaking to establish a separate pass for these activities.

Strategic Goals

This initiative supports the Strategic Goal of Continuous Improvement by providing high-quality services to meet the dynamic needs and expectations of Saskatoon's citizens. This initiative also supports the Strategic Goal of Quality of Life by providing citizens access to facilities and programs that promote active living.

Background

At its July 23, 2015 meeting, City Council resolved:

"That the Administration submit a further report in November 2015 regarding the potential of a separate leisure pass for the weight and exercise rooms at leisure centres."

Recreation and Sport operates six indoor leisure centres (Saskatoon Field House, Harry Bailey Aquatic Centre, Cosmo Civic Centre, Lakewood Civic Centre, Lawson Civic Centre, and the Shaw Centre). Admission rates for the indoor leisure centres are established to work towards achieving a cost-recovery objective, which balances the need to be fiscally responsible with providing reasonable community access to the facilities. The challenge has been, and remains, to try to achieve a balance between good business and what is good for the community.

Recognizing that participation in leisure activities is essential to the wellbeing of individuals and the community as a whole, the pricing strategies and admission rates

are established in accordance with Leisure Services Fees and Charges Policy No. C03-029 and framed around four key objectives:

- a) that those who benefit from City-sponsored leisure services pay a fair and equitable share of the cost of such services;
- b) that the City's fees and charges do not discourage the delivery of leisure activities by outside organizations;
- c) that fees and charges are not counterproductive to program objectives; and
- d) that participation in leisure activities is enjoyed by all residents, including the economically disadvantaged and individuals with special needs.

At its November 7, 2011 meeting, City Council confirmed that the long-term cost-recovery objective for admissions remains at 65% and over the past number of years, this cost-recovery objective has not been realized (see Attachment 1). It is important that cost recovery be achieved by narrowing the gap between revenues and expenses, balanced with achieving a quality of life through maximum participation in recreation and leisure pursuits.

In spring of 2014, a comprehensive market research study was undertaken to better understand Saskatoon residents' opinions, perceptions, and expectations of leisure centre offerings. The primary results of that survey indicated that price was the main deterrent from visiting leisure centres.

A follow-up market survey was conducted in the fall of 2014 to:

- a) understand the price sensitivity (elasticity) and impact of different pricing structures for leisure centres;
- b) gain customer input regarding the leisure centres and their current price structure; and
- c) develop price structure recommendations.

On September 1, 2015, the LeisureCard single monthly adult rate reduction, from an average of \$62 per month to a flat rate of \$45 per month, was implemented. By implementing a \$45 monthly adult LeisureCard and a \$90 family LeisureCard, participation rates and revenues are projected to increase over the next three years by approximately \$1,106,000 and by 36,000 in volumes.

Report

Leisure Centre Weight Room and Exercise Room Only Pass

Leisure Centres offer a broad range of drop-in programming, such as fitness and aqua fitness classes, weight room fitness, walking tracks, drop-in basketball, drop-in racquet ball, etc. Each of these programs or activities has a certain level of overhead costs, with some having more than others. Our practice has been, instead of placing a value on each specific program or activity space and charging a different admission rate for each specific program, a variety of admission products and packages have been developed (e.g. LeisureCard, bulk tickets, and daily admission) to ensure a range of options, for the price per visit, are available. This method allows for the allocation of

revenues and expenses city-wide and helps in achieving the overall cost-recovery objective for the leisure centres.

Requests for activity-specific rates or passes have typically been driven by the price point for the cost to access an activity space. Over the years, the Administration has had various participants ask about activity-specific passes. For example, early morning lane swimmers at the aquatic facilities who come at a low usage time and only participate, on average, 45 minutes per visit, or the runners at the Saskatoon Field House, who for many seasons of the year run outside and only use the change rooms.

To gain a better understanding of the possible admission products based on activities and the potential impact on participation rates, the comprehensive market study asked questions to measure respondents' interest in amenities offered at the Leisure Centres (e.g. swimming pool, hot tub, weight room, indoor track, gymnasium, etc.). The research was analyzed based on a daily rate for activities offered in either the aquatic areas or the non-aquatic areas of the facility. While the analysis was based on a daily rate, it is reasonable to draw a comparison to the other admission products.

Based on the responses about amenity preferences, the data indicated there would not be an increase in volumes of participants if admission products were based on fitness only or aquatic only programs or activities. Further, any decrease in admission rates for specific activities would require a corresponding increase in volumes in order to achieve the required revenue to continue working towards achieving the cost-recovery objective.

While the notion of providing an activity-specific admission rate is possible, there would need to be consideration for protocols, with either technology to access the spaces, patron identification supplies (i.e. wrist bands), or staffing supports for monitoring where patrons are going within the facility, based on the leisure pass they have purchased. Knowing that the price per visit is the primary reason behind the request for an activity-specific pass, the recent implementation of the newly reduced LeisureCard rates may help address the number of requests for activity-specific passes, without having to develop a new pass. The Administration would like to have the opportunity to first assess the impact of the newly reduced LeisureCard rate and fully determine the impact on volumes and revenues before undertaking a new activity-specific admission product.

Other Considerations/Implications

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

Due Date for Follow-up and/or Project Completion

The Leisure Centre Annual Report, submitted in spring of 2016, as well as quarterly reporting, will provide information on the leisure centre admission strategy.

Public Notice

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

Attachment

1. Cost-Recovery Objectives

Report Approval

Written by: Nancy Johnson, Facility Supervisor – Programs, Recreation and Sport
Reviewed by: Lynne Lacroix, Director of Recreation and Sport
Approved by: Randy Grauer, General Manager, Community Services Department

S/Reports/RS/2015 – Leisure Centre Market Research – Separate Pass for the Weight Room and Exercise Room/ks
BF 065-15

Cost-Recovery Objectives

Excerpt from Leisure Services Fees and Charges Policy No. C03-029 User Fee Rates

User fees for City-sponsored leisure programs will be set at levels that reflect the purpose, value, and quality of the service provided, as well as targeted participation/spectatorship levels. Consideration will be given to the impact such fees may have on comparable private sector services.

General Admission Programs shall be set to recover 65% of the total cost of providing the service.

Cost-Recovery Target/Results 2010 to 2014						
	Target	Results				
		2010	2011	2012	2013	2014
Admission and Drop-In Program	65.0%	60.9%	60.8%	62.7%	58.5%	56.4%
Rental Program	70.0%	66.7%	68.5%	68.6%	72.8%	74.2%
Children's Registered Program	85.0%	82.0%	86.1%	88.1%	92.6%	92.4%

North Sector Plan – Employment Growth Area

Recommendation

That the Municipal Planning Commission forward a copy of this report to the Standing Policy Committee on Planning, Development and Community Services to recommend to City Council that the North Sector Plan – Employment Growth Area, as outlined in the September 29, 2015 report of the General Manager, Community Services Department, be approved.

Topic and Purpose

The City of Saskatoon (City) has recently undergone a boundary alteration and has brought additional lands into City jurisdiction for the purpose of future urban growth. To understand how the majority of the undeveloped and unserviced land can be incorporated into the urban framework, the North Sector Plan provides a high-level review of the area, focusing on land use, natural areas, major infrastructure, and development phasing. Upon approval of the North Sector Plan, the more detailed Concept Plans for each phase of growth can follow, illustrating how the planned development will be consistent with the guidelines and vision set out in the North Sector Plan.

Report Highlights

1. The North Sector Plan is a long-range plan intended to facilitate economic development opportunities by expanding the City's north employment area.
2. The North Sector is approximately 19.8 square kilometres (4,903 acres) located north of Marquis Industrial and Agriplace.
3. The North Sector will mainly accommodate new fully-serviced light and heavy industrial parcels of land.
4. In order to maintain a consecutive two-year supply of industrial land in Saskatoon, the initiation of a new industrial growth area is required.
5. New developments will proceed contiguously from 71st Street and building north and northwest over multiple decades.

Strategic Goals

The North Sector Plan supports the Strategic Goals of Sustainable Growth, Moving Around, Environmental Leadership, and Economic Growth and Prosperity. The North Sector Plan is also aligned with the objectives in the Growth Plan to 500,000, in particular, the Employment Area Strategy.

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 and the Strategic Goals of the Strategic Plan 2013-2023. Provincial legislation requires sector plans to be approved by City Council.

In 1999, the City completed the Future Growth Study, which reviewed the lands surrounding Saskatoon and made recommendations to which areas the Civic Administration should pursue as residential growth areas or industrial growth areas as the city expands. The lands to the north of the city were identified as desirable industrial lands due to the proximity to the Saskatoon John G. Diefenbaker International Airport, connections to the provincial highway network, the location of two existing chemical facilities, and the adjacent lands were mainly developed as industrial. In 2010 and 2015, the City approved a boundary alteration to expand into this area.

Report

Rationale

Saskatoon population growth in the past five years has resulted in a significant increase in the pace of development. Currently, Saskatoon has eight active residential neighbourhoods being developed in different stages across the city. Three of these residential neighbourhoods are nearly complete. To keep a balance of residential growth with employment growth in the City, it is necessary to initiate a new growth sector to expand the City's north employment area. With an industrial vacancy rate that fluctuates between 4% and 5%, strong demand for industrial lands has remained present in Saskatoon's Northern Industrial Area since 2010. According to the City's "Three-Year Land Development Reports," the average industrial land sales and leases is approximately 24 hectares (60 acres) over the past six years. In order to maintain a consecutive two-year supply of industrial land, the steady development of industrial lands is necessary. To achieve this, a sector plan must be in place, setting out the City's vision for industrial growth providing land developers and landowners with a guide as to how Industrial Area Concept Plans will be reviewed over the development sequence of the area.

Location

The North Sector is approximately 19.8 square kilometres (4,903 acres) north of Marquis Industrial and Agriplace (north of 71st Street), east and south of the Perimeter Highway alignment, and west of the South Saskatchewan River.

Vision

The overall objective of the North Sector is to facilitate economic development opportunities by expanding the City's north employment area. This new industrial area will generate employment opportunities, accommodate a wide range of industrial development, and provide goods and services, not only for the City, but to the surrounding region.

Land Use

The North Sector will accommodate fully-serviced light and heavy industrial, four commercial nodes, recreation areas/facilities, and the incorporation of the wetland complex. The North Sector is 1,984 hectares (4,903 acres) in size and is anticipated to employ 32,000 employees at full build out.

Within the North Sector, the Red Pheasant Cree Nation Reserve (Red Pheasant) occupies approximately 32 hectares (80 acres). These lands are governed by the Red Pheasant, and the Civic Administration is working with the Red Pheasant Council on a new Compatible Land Use and Servicing Agreement. Red Pheasant would become the newest urban reserve in Saskatoon.

The lands within the North Sector, north of Perimeter Highway and east of Wanuskewin Road, have been identified as “To Be Determined” as future land use is under review by Civic Administration. Conversations will continue with the landowners in this area, as well as adjacent landowners, to determine if development should occur. A separate study will be created for this area, and an amendment to the North Sector Plan may be required.

Transportation

The ability to move freight by multiple modes of transportation (heavy truck, rail, and air) in the Northern Industrial Area makes the area attractive. The North Sector vision is to expand on the existing and future transportation network in the area. As projects such as the North Commuter Parkway Bridge and the Perimeter Highway are completed, the efficiency of moving in and out of the North Sector will be continuously enhanced.

The North Sector will promote transportation options, including walking, cycling, and transit for employees and patrons. Infrastructure, such as sidewalks (with curb cuts), multi-use trails, bike lanes, and transit stops, shall be provided as part of the roadway design.

Reserve Dedications and Open Space

Developments in the North Sector will be comprehensively designed while incorporating a conservation theme of preserving and integrating existing natural features. Within the North Sector, a natural drainage channel or wetland complex separates the lands between Idylwyld Drive (Highway 12) and Wanuskewin Road. Portions of this wetland complex have ecological significance and will be preserved in its natural state, while other areas of the wetland complex have been altered by previous human activities and will be used for stormwater management. The inclusion of the wetland complex into the North Sector is to provide passive recreational opportunities for the general public, while supporting wildlife by providing a viable and sustainable habitat. In addition, lands adjacent to the South Saskatchewan River will be dedicated as Riverbank, and a 5% dedication (land or cash-in-lieu) will be required on all subdivisions in the North Sector to be used for the creation of Municipal recreation areas or facilities.

Infrastructure Servicing

The North Sector Plan identifies the major infrastructure needs to service the sector. Initial servicing will be provided by extending the utility trunks from Marquis Industrial into the North Sector. The lands west of Idylwyld Drive (Highway 12) will require a new water reservoir and a new fill main from the Water Treatment Plant.

Phasing

Phase 1 of the North Sector will be the lands adjacent to 71st Street. Development will commence from south to north/northwest over multiple decades.

Options to the Recommendation

City Council may choose to not approve the North Sector Plan. In this case, further direction would be required.

Public and/or Stakeholder Involvement

Sector plans are widely circulated and reviewed. The North Sector Plan followed the community engagement process by including the following:

- a) Notices to property owners were mailed out on March 4, 2015, to invite them to a landowners meeting and to solicit their feedback on the plan;
- b) Project information was posted on the City's website;
- c) Individual meetings were held with North Saskatoon Business Association, Saskatoon Chamber of Commerce, Saskatchewan Trucking Association, Saskatoon Regional Economic Development Authority, Saskatoon North Partnership for Growth, and Saskatoon Region Association of Realtors;
- d) Individual notices were mailed out to the surrounding First Nations, inviting them to the open house. A separate meeting was held with the Red Pheasant Cree Nation due to their land holdings within the Sector Plan area;
- e) Through the Community Consultant for the area, the community associations for the adjacent neighbourhoods were notified and invited to the public open house;
- f) Public notice ads ran in The StarPhoenix on March 21, 2015, and March 28, 2015;
- g) A public open house was held on March 31, 2015; approximately 100 people attended. All open house materials were posted on ShapingSaskatoon.ca after the open house for those that could not attend to provide feedback; and
- h) A North Sector Plan Report was circulated for comment to:
 - i. Internal – all involved divisions or sections;
 - ii. Growing Forward Steering Committee; and
 - iii. External – approximately 15 agencies, including SaskPower, SaskEnergy, TransGas, SaskTel, Canadian National Rail, Ministry of Highways and Infrastructure, Rural Municipality of Corman Park, Wanuskewin Heritage Park, and Meewasin Valley Authority.

- i) The Meewasin Valley Authority Development Review Committee and Board endorsed the North Sector Plan on September 4, 2015.

Policy Implications

The North Sector Plan complies with Official Community Plan Bylaw No. 8769.

Financial Implications

In order to provide servicing and access for future urban growth, the North Sector, like any new development area, will require significant incremental investment in infrastructure over the course of its development (multiple decades). Many of the infrastructure costs are fully funded through prepaid service rates to cover the cost of direct and offsite services. Other necessary and recommended infrastructure may be partially funded by prepaid service rates while some infrastructure, such as Fire Halls, remains unfunded. When infrastructure is partially funded or unfunded, the Civic Administration works to identify and secure funding sources. Funding sources typically include changes to prepaid service rates, special assessments, public-private partnerships, developer contributions, and senior government funding.

Partially or wholly unfunded infrastructure projects necessary for development of the North Sector Plan include:

- a) New Fire Hall;
- b) Rail grade separations (where necessary);
- c) Marquis Drive and Idylwyld Drive Interchange; and
- d) Marquis Drive and Highway 16 Interchange.

Other Considerations/Implications

There are no environmental, privacy, or CPTED implications or considerations. No communication plan is required at this time.

Due Date for Follow-up and/or Project Completion

No follow-up is required.

Public Notice

Public notice is required for consideration of this matter, pursuant to Section 3, Subsection 11(f) of Public Notice Policy No. C01-021. The following notice will be published in The StarPhoenix at least seven days before City Council considers the North Sector Plan.

Attachment

1. North Sector Plan, September 2015 Draft

Report Approval

Written by: Terry Fusco, Senior Planner, Long Range Planning
Reviewed by: Alan Wallace, Director of Planning and Development
Approved by: Randy Grauer, General Manager, Community Service Department
Murray Totland, City Manager

S:\Reports\CP\2015\MPC – North Sector Plan – Employment Growth Area\ks

Summary of Draft North Sector Plan

BACKGROUND

Plans referred to as Sector Plans, serve as a development framework for future growth and are based on the policies contained in the Official Community Plan Bylaw No. 8769 and the strategic goals of The Strategic Plan 2013-2023. Sector Plans address general land uses, natural areas, major infrastructure and costs, and development phasing. Provincial legislation requires Sector Plans to be approved by City Council. Once a Sector Plan is approved, the more detailed Industrial Area Concept Plan applications that are consistent with the Sector Plan can be considered for approval by City Council.

NORTH SECTOR REPORT

Rationale

Saskatoon population growth in the past five years has resulted in a significant increase in the pace of development. Currently, Saskatoon has eight active residential neighbourhoods being developed in different stages across the city. Three of these residential neighbourhoods are nearly complete. To keep a balance of residential growth with employment growth in the City, it is necessary to initiate a new growth sector to expand the City's north employment area. With an industrial vacancy rate that fluctuates between 4% and 5%, strong demand for industrial lands has remained present in Saskatoon's Northern Industrial Area since 2010. According to the City's "Three-year Land Development Reports", the average industrial land sales and leases is approximately 24 hectares (60 acres) over the past six years. In order to maintain a consecutive two year supply of industrial land, the steady development of industrial lands is necessary.

Location

The North Sector is approximately 19.8 square kilometres (4,903 acres) north of the Marquis Industrial Area and Agriplace (north of 71st Street), east and south of the Perimeter Highway alignment, and west of the South Saskatchewan River. About 3,500 acres of the North Sector is part of the 2015 City boundary alteration.

Vision

The vision for the North Sector is in line with The Strategic Plan and the Growing Forward Employment Strategy. This report supports the strategic goals of Sustainable Growth, Moving Around and Environmental Leadership. The overall objective of the North Sector vision is to facilitate economic development opportunities by expanding the City's north employment area. The industrial area will generate employment opportunities, accommodate a wide range of industrial development, and provide goods and services not only for the City, but to the surrounding region. The North Sector will promote transportation options including walking, cycling and transit for employees, while still accommodating the automobile, the rail, the airport, and trucking industries for the movement of goods and services. Developments in the North Sector will be comprehensively designed while incorporating a conservation theme of preserving and integrating existing natural features. This will all be done with the City's broader responsibility of providing opportunities for growth in an efficient, economical and sustainable manner in mind.

Land Use

The North Sector will accommodate fully-serviced light and heavy industrial, four commercial nodes, recreation areas/facilities, and the incorporation of the wetland complex. The North Sector is 1,984 ha (4903 ac) in size and anticipated to employ 32,000 employees at full build out.

Infrastructure and Phasing

The North Sector Plan identifies the major water, sewer, and transportation infrastructure required to serve the sector. Initial servicing will be provided by extending the utilities from the Marquis Industrial Area into the North Sector. Phase 1 of the North Sector will be the lands adjacent to 71st Street and the Marquis Industrial Area. Development will commence from south to north / northwest.

North Sector Plan



City of
Saskatoon

Planning & Development Branch

North Sector Plan

DRAFT

Prepared by:

Long Range Planning Section
Planning and Development Division
City of Saskatoon

September 2015

File Number: PL 4134-3-1

Amendments

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Attachments

1. Marquis and Silverwood Industrial Sector Plan Amendment, 2002
2. North/Northwest Natural Area Screening Study, 2012
3. Northwest Access Management Study, 2009
4. Canadian Standards Association – Accessible Design for the Built Environment, 2004
5. Commercial and Industrial Development Study – Development Trends and Best Practices - Section 15
6. North Sector Plan Heritage Review Overview
7. Proposed Saskatoon Environmental Industrial Park, 1994
8. Guidelines for New Development in Proximity to Railway Operations, 2013

1 Introduction

1.1 Purpose of this Plan

The North Sector Plan has three main purposes:

- a) This plan implements the City of Saskatoon's (City) vision in Official Community Plan Bylaw No. 8769 (Official Community Plan) to provide Industrial Development;
- b) This plan establishes a layout for the preparation of future and more detailed Industrial Area 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 Industrial Area Concept Plan process.

1.2 Plan Amendments and Time Frame

The North Sector Plan is a large-scale plan that provides a framework for urban development over several decades. Given its scale and long-range time frame, the North 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 North 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 Sector Vision

The vision for the North Sector is in line with the City's Strategic Plan 2013 - 2023 and the Growing Forward Employment Strategy. This report supports the strategic goals of Sustainable Growth, Moving Around, and Environmental Leadership. The overall objective of the North Sector vision is to facilitate economic development opportunities by expanding the City's north employment area. The industrial area will generate employment opportunities, accommodate a wide range of industrial development, and provide goods and services not only for the City, but to the surrounding region. The North Sector will promote transportation options including walking, cycling, and transit for employees, while still accommodating the automobile, the rail, and trucking industries for the movement of goods and services. Developments in the North Sector will be comprehensively designed while incorporating a conservation theme of preserving and integrating existing natural features. This will all be done with the City's broader responsibility of providing opportunities for growth in an efficient, economical, and sustainable manner in mind.

2.1 Principles of the Growing Forward! Shaping Saskatoon Initiative

Smart Growth principles are embedded in the Official Community Plan and the Growing Forward initiative. Smart Growth is an approach to planning that advocates for the concentration of growth in compact, walkable environments that support a range of transportation modes including transit and cycling. Smart

Growth development is intended to achieve economic, social, and environmental sustainability objectives over the long term, ensuring that development remains viable for the foreseeable future.

Developers in the North Sector will be encouraged to incorporate Smart Growth principles as part of the Industrial Area Concept Plan process. The City's "Growing Forward! Shaping Saskatoon: A Bridging Document" provides references that can assist in incorporating sustainable design in new developments including:

- a) creating a compact City form;
- b) providing employment opportunities for industries that are not suitable downtown;
- c) improving upon existing practices that support transportation options including walking, bicycling, and transit;
- d) incorporating space for public gathering and activities, where appropriate;
- e) promoting site design that enhances the streetscape and is respectful to existing natural elements;
- f) promoting green energy and energy conservation options (for example, building orientation, photovoltaic [solar] panels, and passive solar heating); and
- g) promoting certified sustainable building structures.

3 Background

3.1 Location

The Northern Industrial Area is bound by the Canadian National Railway (CN) rail line on the south; Warman Road, Wanuskewin Road, and the South Saskatchewan River (River) on the east; the Airport Management Area and Highway 16 on the west; and Highway 11 North on the north. The Northern Industrial Area comprises 89% of the City's industrial land. Approximately 19.8 square kilometres (4,903 acres) of the Northern Industrial Area is unserviced land awaiting development and is referred to as the North Sector in this report. The boundary for this area is illustrated on Figure 1.

3.1.1 Boundary Alteration

As part of the City's Future Growth Study, 1999, the North Sector was identified as an attractive location for further employment growth due to the proximity to the railways, highways, and other existing industrial uses. In 2010, the City adjusted its boundary to include the lands north of 71st Street and east of Idylwyld Drive. In 2015, the City adjusted its boundary again to include the entire North Sector study area, as shown on Figure 1. The 2010 and 2015 boundary alterations combined would provide the City with 1,984 hectares (4,903 acres) of land in the north for future employment growth.

3.2 Existing Policy

3.2.1 Official Community Plan Bylaw No. 8769

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

“Long range planning for industrial development areas and related infrastructure shall be organized within the context of industrial area concept plans and industrial area sector plans. The primary location for industrial development shall be the Northern Industrial Area; an area which encompasses a number of industrial areas stretching north from the Central Business District to the corporate limit of the City...”

4 Existing Features

4.1 Land Uses

Existing features of the North Sector include:

- a) nine residential farmsteads;
- b) one RV campground park;
- c) fourteen existing industries;
- d) City-operated snow storage area;
- e) CN branch line;
- f) Wetland Complex drainage channel;
- g) Heritage homesteads (Caswell and Valley Crest);
- h) Meewasin Valley Authority jurisdiction;
- i) Saskatchewan Ministry of Highways and Infrastructure Improvement Parcel (drainage ditch);
- j) Red Pheasant Cree Nation Reserve;
- k) ERCO Worldwide Chemical Plant;
- l) RM of Corman Park reclamation site;
- m) SaskPower transmission line;
- n) SaskWater pumping station;
- o) SaskEnergy station;

4.2 Ownership

Ownership in the North Sector is comprised of public (City), and private land holdings. To date, 53% of the 19.8 square kilometres (4,903 acres) of unserviced land in the North Sector is owned by groups with land development interests.

4.3 City-Operated Snow Management Area

At present, the City has a seasonal snow management area located along Wanuskewin Road. The City has future plans to develop a permanent civic service facility with a snow management facility and Public Works satellite yard in the North Sector. When the new civic service facility is built, the snow storage area will be closed and prepared for new development.

4.4 Chemical Plants

There are two chemical plants east of Wanuskewin Road. ERCO Worldwide is located within the North Sector study area at the intersection of Wanuskewin Road and 71st Street. Akzo Nobel Chemicals Inc. is located outside the North Sector study area and is currently within City limits. Both of these plants store hazardous chemicals on site. The Saskatchewan Ministry of Environment regulates the storage of hazardous chemicals and has placed a buffer around these parcels. This is a precautionary buffer, separating the storage vessels from any place of public assembly or any residential area. As shown on Figure 2, the one kilometre buffer covers 124 hectares (306 acres) of the North Sector lands.

4.5 Reclamation Site

A 2.59 hectare (6.40 acre) parcel of land along the east edge of Wanuskewin Road, and surrounded by the ERCO Worldwide property, is owned privately (see Figure 2). In the past, this site was occupied by IPCO, an agricultural chemical company, which used the site as a chemical formulation facility to develop herbicides. Prior to 2005, IPCO moved their chemical facility to Winnipeg and the building on the site was demolished and capsulated in a solid waste mound on the south half of the property. Since then, the site has been remediated to an industrial standard and the mound was subdivided from the balance of the site. The RM of Corman Park retains ownership of the 0.25 hectare (0.62 acre) mound parcel.

4.6 Meewasin Valley Authority

The Meewasin Valley Authority (Meewasin) was formed in 1979 to act as an agent of the City, the University, and the Province of Saskatchewan to ensure a healthy and vibrant river valley, with a balance between human use and conservation. The Meewasin Valley Authority Act (MVA Act) establishes the mandate of Meewasin, its powers, and its jurisdiction, and the Conservation Zone. Meewasin's mandate can be summarized into three mandate areas: conservation, development, and education. As shown on Figure 2, the Meewasin Conservation Zone includes the Wanuskewin Heritage Park and a strip of Public Reserve along the River. These areas are outside the proposed City limits and North Sector study area.

4.6.1 Jurisdiction (Conservation Zone)

The Conservation Zone is based, in part, on lands that were owned by the Province (and University), the City, and private land that was located within Saskatoon's 1979 corporate limits. It consists of the riverbank and adjacent uplands, as well as other significant natural and cultural heritage sites, such as Wanuskewin Heritage Park. In the Conservation Zone, all improvements (i.e. new construction) must be approved by Meewasin, through its development review process, unless specifically exempted by the MVA Act or by a Meewasin Bylaw.

The City's corporate limits have expanded since 1979, and further boundary alterations will occur as Saskatoon grows. These boundary alterations have included land that may be of direct interest to Meewasin in meeting its mandate, such as land adjacent or connected to the River, and land that could have natural or cultural heritage features. The City will continue to work closely with Meewasin to review the Conservation Zone with the goal of adding land that is of direct interest to Meewasin in meeting its mandate.

4.6.2 Meewasin Conservation Easement

In 1986, Meewasin and the land owner of the chemical plant agreed to the protection of the riverbank area by establishing a Conservation Easement. According to the MVA Act, the Conservation Easement is outside the Meewasin

jurisdiction; however, Meewasin retains the rights to the riverbank area (land within 92 metres of the shoreline of the River or on any part of the slope leading down to said shoreline where the gradient is in excess of 20%, plus 10 metres, whichever extends the greatest distance measured horizontally from the shoreline).

The Conservation Easement is explained in the MVA Act as:

52.1 (a) all that portion of the north-west quarter of Section 23, in Township 37, in Range 5, west of the Third Meridian, lying to the left of the left bank of the South Saskatchewan River, containing 68 acres, more or less, Survey dated the 5th Day of May, 1884 described in Certificate of Title No. 75-S-07044; (b) the south half of Section 26, in Township 37, in Range 5, west of the Third Meridian.

In discussions with the chemical plant owners, no public access or river multi-use trails shall be constructed within the Conservation Easement due to the proximity of the chemical storage vessels in the unlikely event of a major accident involving the release of airborne chemicals.

4.7 Ministry of Highways and Infrastructure Improvement Parcel

A drainage canal was constructed to allow surface water to flow from Highway 16, across Highway 12, and drain into the Wetland Complex (see Figure 2). This canal will likely be used as a utility corridor for the installation of underground utility services to service the area.

4.8 Red Pheasant Cree Nation Reserve

Currently, the City and the RM of Corman Park have a Compatible Land Use Agreement with the Red Pheasant Cree Nation dating back to 1999. This agreement specifies their Reserve lands located on the east half of quarter section 30-37-5-W3 M. It states:

“If at any time during the term of this Agreement the City’s boundaries are expanded so that the Land is a Reserve within the boundaries of the City, then the City and the First Nation agree to negotiate and enter into a Municipal Services and Land Use Compatibility Agreement in accordance with Article 9 of the Saskatchewan Treaty Land Entitlement Framework Agreement dated September 22 1992, and this Agreement shall no longer be in force and effect.”

As part of the 2015 boundary alteration, civic Administration will be working with the Red Pheasant Cree Nation on a new Compatible Land Use Agreement which only includes the City and Red Pheasant Cree Nation.

4.9 Existing Utilities

As shown on Figure 3, a number of utilities have corridors servicing industries and adjacent land uses within and surrounding the North Sector.

SaskPower has a newly built 138-25kV substation south of the City of Martensville that will mainly service the North Sector lands. This Martensville substation will be available through the 138-25kV Saskatoon North Industrial (SNI) and 72-25kV Dundonald substations. Additionally, the Martensville switching station will also provide the 138kV transmission backup to the existing 138kV line (QE18) that crosses the River from the east and extends along 71st Street to feed the SNI substation.

SaskWater has a pumping station and pipelines along Wanuskewin Road. A City fill main provides water to this pumping station and SaskWater distributes the water to customers outside the City's jurisdiction.

SaskEnergy also has a station along Wanuskewin Road. Gas lines have minimal impact on the east quarter sections of the North Sector. Once leaving the station, the lines travel east and turn north along the east edge of quarter section NW 26-37-5-W3 M.

SaskTel has two antenna towers located outside the North Sector study area: one along Arthur Rose Avenue and one adjacent to SaskTel Centre.

4.10 Adjacent Lands between Highways 11 and 12

Approximately 230 hectares (568 acres) of land south of Perimeter Highway and between Highways 11 and 12 will remain under the RM of Corman Park jurisdiction. This decision was made during the 2010 boundary alteration negotiations between both Administrations. As future developments in this area are proposed, having a road network that aligns with future North Sector arterial roads would be beneficial in creating connectivity between the two jurisdictions. As shown on Figure 5, a conceptual road and multi-use trail alignment was illustrated to be considered by the RM of Corman Park and landowners in the area.

Access locations and crossings on the edge of the North Sector study area will require further discussion with the RM of Corman Park and the Saskatchewan Ministry of Highways and Infrastructure to determine the appropriate design as development increases in the area. All developments in the area should contribute to the agreed-upon infrastructure needs of the area.

5 Physical Characteristics

5.1 Topography

Surface elevations gradually decrease from northwest to east in the North Sector towards the River. The highest elevation point in the North Sector is 506 metres above sea level, adjacent to Highway 16.

In the North Sector, there is a prominent low-lying depression in the terrain that acts as a natural drainage course for surface water to flow eastward through Opimihaw Creek (Wanuskewin Heritage Park) and into the River.

5.2 Soil Capability

According to the Canada Land Inventory, the most desirable soil classes for crop production are Class 1 and Class 2. All of the soil in the North Sector is classified as Class 3 or Class 4. Class 3 and Class 4 soils have moderately severe limitations that restrict the range of crops or require special conservation practices.

The City's Future Growth Study, 1999, considered all soil classifications around Saskatoon and concluded that the North Sector was desirable for future urban growth.

5.3 Natural Areas Screening

As per Section 9.0 of the Official Community Plan, a Sector Plan requires growth areas to demonstrate Environmental Management. As part of an Industrial Area Concept Plan process, further site-specific natural areas screening, by a qualified consultant, could be required by civic Administration to identify and protect specific natural areas. As part of development, developers and landowners will be encouraged to do their due diligence to maintain natural areas and incorporate them seamlessly into the subdivided parcels of land. A number of natural areas of interest within the North Sector are shown on Figure 2. A reduction of the gross developable area could be required based on the findings of the site-specific natural areas screening process.

Upon request from civic Administration, the developer (or landowner) must arrange for a qualified consultant to determine the importance of the natural area on the site. If the natural area is deemed important, the developer must arrange for a legal survey to be completed during the growing season to determine the boundary of the area and the buffer around it. Prior to, and during development, the developer must observe best management practices (i.e. temporarily fencing the buffer perimeter) to ensure impacts to natural areas are minimized while construction occurs in the area.

As part of the North/Northwest Natural Area Screening Study, 2012, a number of parcels of land within the North Sector were not studied due to unsuccessfully obtaining permission to access the land from the landowner prior to the field

study occurring. The developer (landowner) proposing to develop one of these parcels will be required to provide a site-specific natural area screening study to civic Administration's satisfaction, as part of the Industrial Area Concept Plan process.

5.3.1 Vegetation and Wildlife

As explained in Attachment 2, the North Sector has been studied by a number of different sources dating back to 1992. From these studies, the Wetland Complex drainage channel prevailed as a prominent natural area of interest. As development bounds this natural area, developers will be required to further study the area and abide by the North Sector development guidelines, explained in Section 6.5.1 of this report, to maintain the natural quality of the area, while incorporating the natural area into the industrial development.

The remainder of the undeveloped land in the North Sector is part of the riverbank, has been cultivated in the past, or used for aggregate extraction and is not considered to include any additional important natural areas.

According to the Saskatchewan Conservation Data Centre database, there is no listed vegetation or wildlife identified in the North Sector. As part of a closer examination, the City completed the North/Northwest Natural Area Screening Study, 2012 (see Attachment 2), and the field study found a number of provincially listed rare plant species and threatened animal species. As part of the Industrial Area Concept Plan process, owners of lands where the field study found rare plants and animals will be required to complete a site-specific natural area screening study to confirm the data by revisiting the exact location that was visited in 2012.

5.3.2 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. The North/Northwest Natural Area Screening Study, 2012 (see Attachment 2), used the Stewart and Kantrud Wetland Classification System to classify the permanence of wetlands in the North Sector and focused mainly on the Wetland Complex.

As per the City's Wetland Policy No. C09-041, a Wetland Mitigation Plan will be required for any developable lands that could impact wetlands identified by the City's Wetland Inventory.

5.3.2.1 Wetland Complex

Previous topographic mapping has shown this historical wetland complex to be a much greater swale that was a continuous water course that branched off from the River around the King George neighbourhood, travelled through the Westmont and Hudson Bay neighbourhoods, connecting through the Hudson Bay Industrial Area on its way north to Opimihaw Creek. The historical swale

has informally been referred to in the past as the Hudson Bay Swale or North Swale. Similar to the other areas of Saskatoon called Hudson Bay, the historical swale passed through or occupied lands previously owned by the Hudson Bay Company.

The remaining Wetland Complexes, studied as part of the North Sector, stretch from 71st Street to NW 1-38-5-W3 M, spilling into the Opimihaw Creek and eventually draining into the River. The remaining wetland complexes stretch six kilometers long and are the remnants of a long glacial drainage scar. Conceptually, the Wetland Complexes occupy 142 hectares (350 acres). The Wetland Complexes have long been regarded as a unique environment having unique ecological, hydrological, and hydrogeological characteristics. It contains remnants of native prairie, ecologically important wetlands, and is important for nesting and migrating waterfowl. It also provides constraints to development as it is a low-lying saturated drainage channel with gentle, sloping edges between 2% and 5%, causing flood prone areas surrounding it.

As mentioned above, the central wetlands of the complex (north half of quarter section NW 27-37-5-W3 M) were not studied due to unsuccessfully obtaining permission to access the parcel of land by the landowner. This portion of the Wetland Complex will require a site-specific natural area screening study at the landowner's expense, to civic Administration's satisfaction, prior to development occurring on the site or prior to preparing an Industrial Area Concept Plan for the parcel.

5.4 Flood Plain Areas

According to the Corman Park – Saskatoon Planning District Official Community Plan, the lands shown in Image 1 around the Wetland Complex are within a potential flood hazard area. Based on historical information, gently sloping wetland edges and increasing water levels have consumed adjacent lands during spring melts and major storm events. Prior to industrial development of buildings or storage facilities that could be damaged by flood waters, a qualified consultant must confirm that developable lands adjacent to the Wetland Complex can be used safely for the intended purpose.

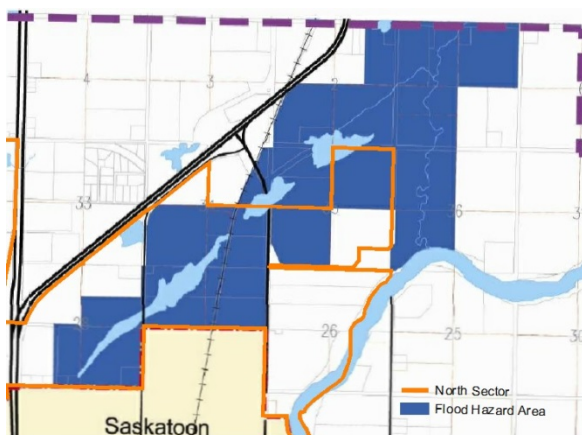


Image 1: Potential Flood Hazard Map
Source: Corman Park – Saskatoon
OCP Appendix D

5.5 Historical Resources

The majority of the lands in the North Sector have been cultivated or used for industrial purposes for many years; as a result, there may be few historical findings. The uncultivated area of land along the River near the Wetland Complex could have a higher chance of historical artifacts. As shown on Figure 2, and explained further in Attachment 6, the Saskatchewan Ministry of Parks, Culture and Sport (PCS) has identified a number of quarter sections of land as having potential for heritage resources. Prior to development occurring, the developer should use the PCS Developers' Online Screening Tool to obtain heritage clearance for their project lands. If a parcel of land is determined heritage sensitive by the PCS Developers' Online Screening Tool, the development project must be submitted to PCS for a heritage review to determine if a Historical Resources Impact Assessment (HRIA) is required. HRIA studies must be carried out by a qualified consultant under an approved investigation permit issued by PCS at the developer's expense.

As the area develops, if historical artifacts are uncovered, they must be reported to PCS and further assessment and/or mitigation could be required.

5.5.1 Homesteads

As shown on Figure 2, there are two areas that have historical homestead remnants. These areas are explained in more detail on pages 6.3 and 6.4 of Attachment 2.

The Caswell Homestead site - is located within SW 28-37-5-W3 M and has been given the Borden Designation FbNq-8. The Caswell Homestead site was last visited as part of the North/Northwest Natural Area Screening Study, 2012. This field visit confirmed its existence, recorded it with the Heritage Conservation Branch and conducted basic site mapping. This is typically the first, or "reconnaissance," phase of archaeological evaluation. Prior to land development in the area, the next phase is to map the site in detail and conduct test excavations or (if desired) a geophysical survey to determine if there are significant intact archaeological remains associated with this homestead. If the results of this next phase study determine that there are no significant archaeological remains that would warrant further study through excavation, then no more work will be required on the site, and the detailed map will be considered an adequate mitigation of impact by development. Development would then be allowed to proceed in the area and there would be no setbacks required.

If significant archaeological materials were encountered, recommendations would be put forward to either complete a salvage excavation, provide interpretive data if desired, or establish buffers of avoidance for the site.

In the interim, development should avoid the main area of standing structures, including the tree rows west of the concrete foundation.

The Valley Crest Homestead site - is located on the east-west quarter section line starting in SW 23-37-5-W3 M and extending northward into NW 23-37-5W3 M (Harris Rebar property). This homestead site has high potential for precontact archaeological sites due to its proximity to the River. As part of the North/Northwest Natural Area Screening Study, 2012, field investigations found that there were two cellar depressions that were still visible at this homestead site. The previous owner of the south half of quarter section NW 23-37-5-W3 M (prior to Harris Rebar) since 1892, was the Temperance Colonization Society (Certificate of title No. 131.A.40).

An HRIA should be conducted to map the site in detail. A Saskatchewan Archaeological Resource Record Form should be submitted to the Heritage Conservation Branch to record the site in the Province's Inventory of Archaeological Sites to obtain a Borden Designation for the site. This affords the site some protection, in that it would then be flagged with the Heritage Conservation Branch.

The HRIA should include test excavations and a geophysical survey to determine if there are significant, intact archaeological remains associated with this homestead. In this instance, a geophysical survey is recommended; owing to the possibility of a small unmarked grave in the area. A geophysical survey is a non-intrusive way of determining if there are disturbed soils (such as a grave shaft) in the area. It should be noted, however, that an unmarked infant burial could be very difficult to pinpoint exactly within the total area of the site. For that reason, oral tradition may become the best evidence that can be obtained regarding the burial, and a general setback around the area should then be established.

If the results of the HRIA determine that there are no significant archaeological homestead remains that would warrant further study through test excavations, then no more work will be required from an archaeological perspective; with the exception of setbacks for the grave as discussed above. If significant archaeological materials were encountered, recommendations would be put forward to either complete a salvage excavation, provide interpretive data if desired, or establish buffers of avoidance for the site.

In the interim, development should avoid the area from the east fence of the Harris Rebar property to the edge of the river.

5.6 Site Contamination

As part of the Industrial Area Concept Plan process, developers must engage a qualified consultant to complete a Phase 1 Environmental Site Assessment. The Environmental Site Assessment will determine potential and existing environmental contamination liabilities in the area of proposed development; more specifically, around existing farmsteads, snow management facilities,

CN rail line, roadway right-of-ways, and industrial lands. If contamination is present, the developer (or landowner) is responsible for remediating the site and preparing the lands for its future use.

5.7 Development Buffers

Chemical Storage Buffer - The North Sector has two buffer areas imposed by provincial regulations on industries that store and handle hazardous materials on site. These buffers are precautionary measure to separate areas of public assembly and residential from chemical storage facilities, encase of a major accident involving the release of airborne chemicals. In 1977, the Regulations Respecting Anhydrous Ammonia were enforced on the development of the Silverwood Heights neighbourhood restricting residential development to occur within the one kilometre chemical storage buffer zone. Therefore, the City approved the development of the Silverwood Golf Course and Marquis Industrial Area to be built surrounding the two chemical storage facilities. In 2007, the Regulations Respecting Anhydrous Ammonia were repealed and replaced with the Provincial Boiler and Pressure Vessel Regulations. The Provincial Boiler and Pressure Vessel Regulations, speaks to restricting any place of public assembly or any residential area within an 800 metre radial buffer of the chemical storage vessel or combination of storage vessels. This is a 200 metre reduction based on the 1977 regulations. In conversations with the two chemical plants and Saskatoon Fire, civic Administration is not recommending a reduction to the buffer distance and will continue to restrict public assembly and residential uses within one kilometre of the chemical storage vessels. Best practices would also restrict any industrial or commercial applications that prepare food products within this buffer area. In addition, the Marquis and Silverwood Industrial Sector Plan Amendment, 2002 (see Attachment 1), suggests future subdivision of lands within the buffer are subdivided into larger lots to reduce the number of industries within the buffer.

As shown on Figure 2, a one kilometre radial buffer from the storage vessels on the properties surrounds the Akzo Nobel Chemicals Inc. and ERCO Worldwide chemical plants. A proposed one kilometre radial buffer is also shown around the remaining lands of the Environmental Industrial Park (EIP) site. This buffer will be enforced if an application to develop a site that needs to store and handle hazardous materials in Saskatoon is required.

Wanuskewin Heritage Park Visual Buffer - The Wanuskewin Heritage Park Sector Plan, 1992, initially addresses concerns with urban growth building toward the park and would be seen from inside the park. As per the study, park staff felt adjacent land uses would be inconsistent with the natural and historic qualities of the park. In conversations with Wanuskewin Heritage Park during the preparation of the University Heights Sector Plan, 2007, a 1.8 kilometre radial buffer around Wanuskewin Heritage Park was identified as an area of further study and would allow growth around the park to be managed. Further study and discussions must be held between the adjacent landowners and Wanuskewin

Heritage Park Administration to clarify the types of development that could be appropriate within the buffer, and any development standards, such as berms and landscaping, that might enable development in the vicinity of Wanuskewin Heritage Park while conserving the unique character of the park.

Saskatoon Airport Zoning Regulations Buffer - According to the Saskatoon Airport Zoning Regulations, no owner or occupier of lands within 3,200 metres of the airport reference point shall permit any part of those lands to be used as a sewage lagoon or for an open water storage reservoir. This regulation is under review to be changed to 4,000 metres. As shown on Figure 2, a portion of the lands north of Highway 16 lies inside the Saskatoon Airport draft zoning regulations' 4,000 metre buffer. All open water facilities within the draft 4,000 metre buffer, that have the potential to cause aircraft and bird hazard conflicts, will be required to seek approval by Transport Canada, Saskatoon Airport Authority, NavCanada, and other such agencies as may be appropriate, prior to a development permit being issued for the area. In addition, all applications for open water facilities within the Saskatoon Airport draft zoning regulations buffer must file a location plan with the Saskatoon Airport Authority and be approved by City Council. If open water facilities are needed within the draft 4,000 metre buffer (i.e. for protection of natural wetlands), measures must be implemented into the plan to detract large birds and flocks of birds from using the area.

5.8 Ground Water

As part of the Industrial Area Concept Plan process, the developer must engage a qualified consultant to complete a Hydro-geotechnical Analysis for the proposed development. The Hydro-geotechnical Analysis will provide a survey of soil and groundwater conditions and identify aquifers, high water tables, and site drainage issues.

5.9 Nuisance

Land uses in the North Sector, like all areas in the city, are subject to the nuisance requirements identified in the City's Property Maintenance and Nuisance Abatement Bylaw No. 8175. At the time the parcels are rezoned to an industrial district, nuisance restrictions, as explained in the City's Zoning Bylaw No. 8770 (Zoning Bylaw), will also apply. Best practices cluster land uses, buildings, and industrial processes that could be noxious or injurious, or constitute a nuisance beyond the boundaries of the subject site within and next to similar heavy industrial parcels, highways, railways, or airport runway corridors.

6 General Land Use

6.1 Land Use Plan

The Land Use Plan for the North Sector is shown on Figure 4. This plan is the broad framework through which the vision, explained in Section 2 of this report, will be achieved.

The purpose of this plan is to guide the development of industrial uses within the context of a fully-serviced urban industrial development. The Land Use Plan identifies:

- a) future industrial lands for the City;
- b) commercial nodes to service the industrial area;
- c) recreation areas to service programming needs;
- d) extensions to existing roadways;
- e) the Red Pheasant Cree Nation Reserve;
- f) the Environmental Industrial Park;
- g) a riverbank area; and
- h) existing natural areas.

To build on the Sector Plan vision, separate Industrial Area Concept Plans will be required prior to development to illustrate greater detail of the actual land uses proposed for the North Sector study area.

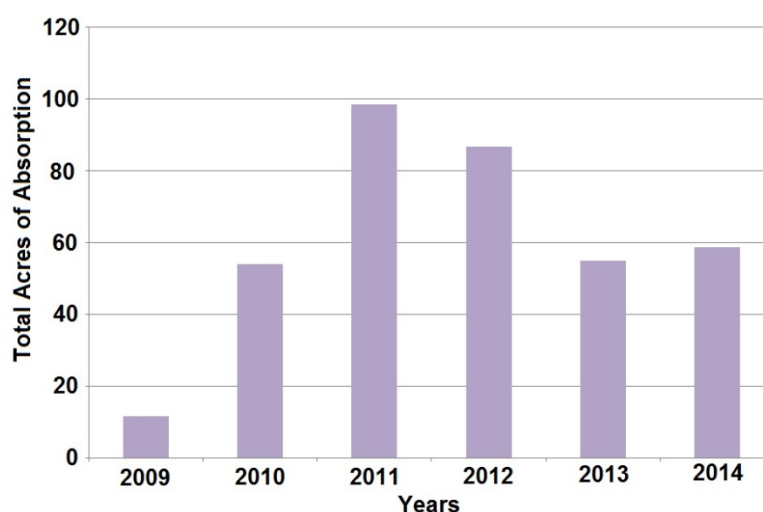
The North Sector will comply with the overall standards of the Zoning Bylaw regarding landscaping, building heights, and screening of storage.

The City shall support all legally established uses that have been previously approved by the RM of Corman Park within the North Sector as an interim land use, until the North Sector lands are provided a City zoning district and servicing commences in preparation of shaping the lands for industrial development.

6.1.1 Industrial Demand

With an industrial vacancy rate that fluctuates between 4% and 5%, strong demand for industrial lands has remained present in Saskatoon's Northern Industrial Area since 2010. According to the City's "Three-year Land Development Reports", the average for industrial land sales and leases is approximately 24 hectares (60 acres)¹ over the past six years. In order to maintain a consecutive two-year supply of industrial land, the steady development of industrial lands north of Agriplace and Marquis Industrial Area is necessary. With a net developable area of 1,286 hectares (3,178 acres), and if all the North Sector developable lands were to be serviced and subdivided, the North Sector could provide an estimated twenty million square feet of industrial inventory².

Table 1: Industrial Lands Absorption Rate from 2009 to 2014



The top sectors in the Northern Industrial Area are intended to be the leading industries in the North Sector. Trade (wholesale and retail), construction, and manufacturing are envisioned to make up the majority of the North Sector. The preference should be to retain a non-retail industrial area (other than the arterial commercial nodes proposed in Section 6.2 of this report that complement the industrial area) in order to ensure the success of the area as a significant industrial sector.

1 – The 24 ha (60 ac) was calculated by averaging the total Industrial Land Sales and Leases from the Land Development Program table from 2009 to 2014.

2 – The 17,000,000 sq.ft. was calculated by multiplying Heavy Industrial (303 ha) + Light Industrial (839 ha) + Urban Holding (97 ha) X 14,030.61 sq.ft.

6.1.2 Employment Forecast

The employment forecast in the North Sector is expected to be typical of industrial development in the North Industrial Area: approximately 25 jobs per hectare³. At full build-out, the North Sector area is expected to accommodate approximately 32,000 jobs⁴.

Table 2: Projected Land Use Area and Employment

			Hectares	Acres	%	Potential Square Feet of Building Space	Jobs per Ha	Employment
East of Highway 12	Existing							
	Five Acre Industrial Parcels	10.31	25.48	1.06%				
	CN rail line	4.58	11.32	0.47%				
	Millar Avenue ROW	4.60	11.37	0.47%				
	71st Street ROW	3.99	9.86	0.41%				
	ERCO Worldwide (Developed Land)	10.10	24.96	1.04%				
	Harris Rebar	6.45	15.94	0.66%				
	Utility Parcels	0.72	1.78	0.07%				
	South Saskatchewan River	47.69	117.84	4.89%				
	Total Existing	88.44	218.54					
	Proposed							
	Industrial - Heavy	53.29	131.68	5.47%	747,691	25	1,332	
	Industrial - Light	311.22	769.04	31.94%	4,366,606	25	7,781	
	Arterial Commercial Nodes	8.00	19.77	0.82%	255,000	45	360	
	Urban Holding Lands	16.34	40.38	1.68%	229,260	25	409	
	Reclamation Site	2.59	6.40	0.27%	36,339	25	65	
	ERCO Worldwide(Un-developed Land)	57.22	141.39	5.87%	802,832	25	1,431	
	Net Developable Total	448.66	1,108.66					
	Natural Area (Wetland Complex)	141.66	350.05	14.54%				
	To Be Determined Lands	225.50	557.22	23.15%				
	Riverbank Area	9.77	24.14	1.00%				
	Urban Holding Road Infrastructure	28.98	71.61	2.97%				
	Perimeter Highway	31.28	77.29	3.21%				
	Total Proposed	885.85	2,188.98					
	North Sector East Total	974.29	2,407.52	100%	6,437,729		11,377	
West of Highway 12	Existing							
	Saskatoon Co-op	8.08	19.97	0.80%				
	Redhead Holdings	18.34	45.32	1.82%				
	Quattro Properties	16.19	39.99	1.60%				
	Saskatoon 16 West RV Park	6.07	15.00	0.60%				
	Flaman Sales Ltd.	18.45	45.59	1.83%				
	Samco Holdings	3.86	9.54	0.38%				
	1767388 Alberta Ltd.	14.32	35.37	1.42%				
	Rosler Investments	1.62	4.00	0.16%				
	Cervus Equipment	5.67	14.00	0.56%				
	Highway 12	15.90	39.29	1.57%				
	71st Street ROW	5.52	13.64	0.55%				
	Total Existing	114.005	281.71					
	Proposed							
	Industrial - Heavy	157.47	389.12	15.59%	2,209,400	25	3,937	
	Industrial - Heavy (EIP)	32.27	79.74	3.19%	452,768	25	807	
	Industrial - Light	527.79	1304.20	52.25%	7,405,216	25	13,195	
	Arterial Commercial Nodes	8.00	19.77	0.79%	112,245	45	360	
	Urban Holding Lands	80.51	198.94	7.97%	1,129,604	25	2,013	
	Red Pheasant Cree Nation Reserve	31.69	78.31	3.14%				
	Net Developable Total	837.73	2,070.08					
	Urban Holding Road Infrastructure	21.59	53.35	2.14%				
	Perimeter Highway	36.87	91.11	3.65%				
	Total Proposed	896.19	2,214.53					
	North Sector West Total	1,010.20	2,496.25	100%	11,309,233		20,311	
North Sector Plan Total		1,984.49	4,903.77		17,746,961		31,688	

3 - 25 jobs per hectare is an average of the North Industrial, Hudson Bay Industrial and Airport Business Areas.

4 - The employment column assumes that all industrial land will be subdivided and built to their full potential; therefore, the total number of jobs could be less at full build-out of the North Sector.

6.2 Arterial Commercial

The vision for the Commercial nodes are to identify entry points for vibrant Arterial retail shopping areas that feature appropriate services and amenities to support the needs of the North Sector. As shown on Figure 4, four locations have geographically been selected and are envisioned to be developed at different phases as growth progresses. As Industrial Area Concept Plans are developed, and rezoning of the parcels occur, additional commercial areas may be considered based on site-specific design and access.

Possible uses include retail stores, restaurants, coffee shops, banks, and service stations. Currently, the nearest major commercial area is along 51st Street, three kilometres south of the North Sector, creating limited opportunities to access commercial areas from the North Sector other than by automobile.

The arterial commercial nodes, shown on Figure 4, are conceptual. The actual size and best building orientation for these arterial commercial areas will be determined by a retail market analysis completed by the landowner/developer as part of the Industrial Area Concept Plan process. This market analysis should show how the commercial amenities within these sites will service the needs of the North Sector and do not negatively influence other retail markets in the city.

The arterial commercial nodes are encouraged to have architectural controls to ensure the businesses that choose to locate in the area adhere to the overall attractiveness of the streetscape and industrial area, while also providing pleasant entry features at multiple gateways. When designing the arterial commercial nodes, best practices, outlined in Section 15 of the City's Commercial and Industrial Development Study – Development Trends and Best Practices should be pursued (see Attachment 5).

6.3 Red Pheasant Cree Nation Reserve

On the east half of quarter section SE 30-37-5-W3 M, the Red Pheasant Cree Nation has approximately 80 acres of Reserve land. These lands are governed by the Red Pheasant Cree Nation. As mentioned in Section 4.8 of this report, the City will be working with the Red Pheasant Cree Nation on a new Compatible Land Use Agreement. To be compatible with the proposed land uses in the North Sector, the development of non-residential land uses will be asked of the Red Pheasant Cree Nation on their Reserve lands. The best practices outlined in Section 15 of the City's Commercial and Industrial Development Study - Development Trends and Best Practices (see Attachment 5) will also be encouraged to provide a contiguous development with the adjacent lands.

Prior to development on the Reserve land, the City has asked for a concept plan showing how the site could be subdivided and serviced. All storm water surface drainage must be stored on the Reserve land.

6.4 Inclusion of Environmental Industrial Park

In 1994, City Council recommended the quarter section SE 29-37-5-W3 M be used as an Environmental Industrial Park (EIP) to facilitate economic development for the safe storage, handling, and processing of dangerous or hazardous products. Currently, there are two existing industrial operations previously approved by the RM of Corman Park occupying 17 hectares (42 acres) of the quarter section. Based on the 1994 recommendation, the EIP location was chosen after analyzing a number of criteria such as: aquifers, soil suitability, separation from the South Saskatchewan Flood Plain, emergency response time, sufficient separation from populations, and separation from the Saskatoon Airport. Based on these criteria, the EIP location is still suitable and the balance of the lands (32 hectares) should be held by the City for future industrial users that store, handle, and process dangerous or hazardous products. If an EIP compatible user were to locate on the parcel, the policies set out in Section 7.5 of the Official Community Plan must be followed. Depending on the nature of the EIP land use, a one kilometre buffer, similar to the buffer around Saskatoon's existing chemical facilities, should be implemented. Within the buffer surrounding the site, compatible industrial land uses that require larger parcels and have a limited number of on-site employees, such as warehouses and manufacturing plants, should interface with the EIP location. As parcels are developed, a gradual transition into smaller parcel industrial/office uses along the buffer edge can occur. This transition area would allow for fewer parcels adjacent to the EIP location, prohibit places of public assembly, and discourage slow-to-evacuate, large facilities preventing humans from being exposed to unacceptable levels of risk in the event of an emergency. Best practices would also restrict any industrial or commercial applications that prepare food products within this buffer. For any new EIP land uses, the buffer should be drawn as a radial using the location of where the hazardous product is being stored on the site as the centre point.

At the time an Industrial Area Concept Plan is being considered, which includes the EIP lands, if there are no applications made to the City requesting lands for the use of safe storage, handling, and processing of dangerous or hazardous products, the developer should make a recommendation to amend the Official Community Plan and this Sector Plan by relocating the EIP to the next phase of development in the Sector; however, still within the appropriate area identified in the EIP, 1994 study (see Attachment 7). For example, quarter sections NE 29-37-5-W3 M and NW 28-37-5-W3 M, in later phases, were identified as having similar locational characteristics that enhance public and environmental safety if an EIP land use was required. If the EIP is proposed to be relocated to either of the two alternative quarter sections, the RM of Corman Park should be consulted, as the locations would be in closer proximity to Auto Clearing Motor Speedway (a site of public assembly).

6.5 Inclusion of Wetland Complex

As part of the North/Northwest Natural Area Screening Study, 2012 (see Attachment 2), the Wetland Complex was studied in detail determining the ecological significance of each of the wetlands that make up the drainage channel. Based from the Minnesota Routine Assessment Methodology (mnRAM) for evaluating wetland function (as defined by the Minnesota Board of Water and Soil Resources), two wetlands were identified as Preserve (5060 and 5364), and two other wetlands within the Wetland Complex were identified as Manage 1 areas (5061 and 5360) (see Figure 2). Wetlands identified as Preserve are those that should be minimally impacted by development and preserved in (or improved to) their most pristine or highest functional capacity, while wetlands identified as Manage 1 areas are high-quality wetlands that should be protected from development, where appropriate. In the event that impacts to Manage 1 areas cannot be avoided, or have previously been modified, these wetlands could be altered further to be used for storm water management if pre-treatment methods are used.

As shown on Figure 2, wetland 5060 is the most significant intact ecosystem that remains within the drainage channel and should be treated as the landmark of the North Sector. Development in this wetland is not being proposed. Instead, this area will remain in its natural state as a natural drainage channel for the North Sector, while providing passive recreational opportunities for future employees, and supporting wildlife by providing a viable and sustainable natural habitat. The remaining wetlands (5061, 5360 and 5364) have all been subject to in-filling or an alteration due to adjacent land uses, which has degraded the ecological integrity of these areas. The remaining wetlands should remain connected as a drainage channel and recreational multi-use trail network for the area and be developed as an engineered wetland drainage channel. The drainage channel would provide a 142 hectare (350 acre)¹ storm water management area for the entire North Sector, while being incorporated into the design of the adjacent industrial parcels.

Natural Area Interface

Protection of riverbank lands and other significant natural areas, such as the Wetland Complex, is important to ensure that current residents and future generations can benefit from the presence of these significant natural features within the city. Where development is proposed adjacent to the Riverbank and Wetland Complex in the North Sector, an appropriate interface between them is critical. Development adjacent to and within natural features 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 that provides a transition between the natural area and the built environment.

6.5.1 Development Guidelines for the Wetland Complex

The development guidelines listed below provide the framework for integrating natural areas into urban development areas. They recommend measures to minimize disturbance to the Wetland Complex, while also meeting transportation, utility, storm water management, and other community needs as the North Sector develops.

- a) Development shall not interrupt the connectivity of the wetlands that make up the Wetland Complex as a connected drainage channel to the River.
 - Culverts will be designed to allow natural flow of the Wetland Complex and provide opportunities to be used by small mammals, reptiles, and amphibians. The culvert entry and exit should include rocks, small shrubs, and/or taller vegetation that provide cover for animals using the culverts. Regular inspection and debris removal by City staff will ensure an unimpeded flow of water in the culverts.
- b) A minimum 20 metre riparian area buffer between the Wetland Complex boundary¹ and adjacent developments is required unless the site-specific natural area screening for the Industrial Area Concept Plan determines a reduced buffer width to the satisfaction of civic Administration.
- c) The riparian area buffer should be dedicated as Municipal Buffer, Municipal Utility Parcel, and/or Environmental Reserve, depending on how it is designed into the development. These dedicated lands will become the responsibility of the City.
- d) The disturbed lands within the riparian area buffer must be reseeded using species native to the area.
- e) A multi-use trail will be considered along the Wetland Complex connecting to the Trans Canada Trail, where appropriate linkages can be provided. A four metre multi-use trail will be developed within the riparian area buffer, and adjacent developments should make provisions for connection paths to the Wetland Complex specifically around the “Preserve” wetlands. A one metre strip along both sides of the multi-use trail can be designated for mowing should the vegetation become too high and impede multi-use trail use. The multi-use trail surface will be determined by civic Administration at the Industrial Area Concept Plan stage.
- f) Interpretive signage should be along the multi-use trail illustrating the ecological importance of wetlands (e.g. wildlife habitat, surface hydrology, etc.). These signs’ locations could also be at locations providing bird viewing opportunities.
- g) Fencing must be provided for all adjacent land uses next to the Wetland Complex to reduce encroachment into the riparian area buffer by non-compatible activities (e.g. storage of materials, parking of vehicles, etc.).

- h) Development in the Wetland Complex shall be restricted to recreation and storm water management. Crossings will be limited to those shown on Figure 6 and Figure 7.
- i) Road crossings of the Wetland Complex, explained in Section 7.5 of this report, will be designed and built as level crossings.
 - During construction, no surface materials or stockpiles should be deposited within the Wetland Complex boundary¹. All construction activities should be confined to the road right-of-way, unless determined by a site-specific natural area screening that the adjacent lands are disturbed.
 - Clearing activities should not be scheduled between May 1 and July 31, to avoid disturbance of nesting birds.
- j) Monitoring changes to groundwater flows and quality, pertaining to unique and/or endangered species of Wetland Complex, should occur. Wetlands within the Wetland Complex have experienced significant water-level fluctuations as part of their normal cycle. The storm water management plans will consider the need to allow this fluctuation to continue, although also recognizing that the duration of peak flow, occasionally, may have a longer duration than currently experienced.
- k) Storm water sediment forebays will be located outside the Wetland Complex boundary¹, especially if storm water management areas are required adjacent to “Preserve” wetlands.
- l) Site reclamation activities should begin as soon as feasible following construction.
- m) Dark Sky best practices should be considered for the Wetland Complex. Path lighting should be full cut-off light fixtures to preserve the ecological integrity of natural environments and to accommodate amphibians using the Wetland Complex at night. The full cut-off light fixture would minimize light pollution and glare, directing light to the surface, and restricting light from projecting over the Wetland Complex.

1 – The boundary for the Wetland Complex shown on the attached Figures was mapped using GPS during field studies to complete the North/Northwest Natural Area Screening Study, 2012. When Industrial Area Concept Plans are being proposed for lands adjacent to the Wetland Complex and if the applicant would like to alter the boundary, further site specific natural area screenings, stormwater management studies, and consultation with civic Administration will be required.

6.6 Urban Holding

As per Section 8 of the Official Community Plan, “lands that are within the City limits where the future use of the land or the timing of development is uncertain due to timing and/or availability of servicing, and a Concept Plan has not been completed, should be classified as Urban Holding”.

As shown on Figure 4, a number of areas have been identified as Urban Holding. These lands are important lands for the Perimeter Highway infrastructure or have been bisected by the Perimeter Highway. City servicing and access to these parcels would depend on the final design of the Perimeter Highway infrastructure.

The Official Community Plan Land Use Map will be amended to show all lands within the North Sector study area as Urban Holding until an Industrial Area Concept Plan is approved by City Council for a development area.

6.7 To Be Determined Lands

The lands within the North Sector study area, north of Perimeter Highway and east of Wanuskewin Road, have been shown as To Be Determined due to the future land use is under review by civic Administration. Conversations will continue with the landowners in this area and adjacent landowners to determine if development should occur in this area. A separate study will be created for this area and an amendment to this Sector Plan may be required.

7 Transportation

Roadways in industrial areas place highest priority on the efficient movement of goods and services by heavy trucks, but still accommodate all modes of travel. Industrial roadways typically have lower speed limits with a high percentage of truck volume. Within industrial areas, there can be local, collector, and arterial designated roadways. Industrial roads provide direct access to adjacent industrial and commercial properties. As industrial areas are served by transit to transport employees, sidewalks and transit stops shall be provided as part of the roadway design.

7.1 Roadway Classifications

This Sector Plan looks at the roadway network for the North Sector study area at a high level. The level of detail should illustrate roads that resemble a grid pattern, be comprehensively planned with existing industrial roads, and accommodate the safe and efficient movement of all modes of travel. At the Sector Plan level, it is difficult to determine the roadway function, such as parcel access, posted speed, and the number of travel lanes required, without knowing adjacent parcel sizes and land use types. Each Industrial Area Concept Plan will be required to complete a Traffic Impact Study (TIS) to complete the functional design of the roadway network.

Arterial: Roadways intended to provide for mobility through a Sector with direct land access in very limited circumstances. Connects to highways and freeways with interchanges. Connects to arterials with intersections.

Collector: Roadways intended to provide for mobility within a Sector with land access. Connects local roadways to arterials using intersections.

7.2 Transportation Principles

The roadway network in and around the North Sector shall be:

Connected: A road network highly connected within the study area and connected to lands beyond the study area in all directions.

Multi-modal: A road network designed to accommodate pedestrians, cyclists, transit services, passenger vehicles, delivery vehicles, and large and heavy combination trucks to the degree necessary, given the land use.

Hierarchical: A hierarchical road network that provides for both mobility and land access.

7.3 Roadway System Characteristics

The following characteristics apply to the identified roadways within the North Sector.

7.3.1 Freight

All roadways need to accommodate large and heavy loads. A high clearance and oversized corridor should be further studied and designed along arterial roadways through the area.

7.3.2 Passenger Vehicles and Light Trucks

Standard roadway design principles apply.

7.3.3 Transit

All roadway classifications should be available for transit services (i.e. flexible service). Arterial and collector roads should be designed with transit stop locations if part of a transit route. All transit stops should be accessible from a pedestrian facility (i.e. sidewalk, multi-use trail) so that transit users do not have to cross ditches, shoulders, medians, boulevards, or similar spaces.

A Transit Park-and-Ride place holder next to the existing Highway 11 and Highway 12 flyover has been shown on Figure 5 to align with the Growing Forward Commuter Service initiative the City is considering to accommodate regional traffic from surrounding municipalities.

7.3.4 Cycling

Cycling in shared traffic lanes is appropriate only on local and collector roads. Multi-use trails, cycle track, bike lanes, or shoulder bike lanes are required on all arterial roadways.

As shown on Figure 5, there are existing multi-use trail networks that will need to be extended into the North Sector. Currently, there is a west to east multi-use trail link along the north edge of Marquis Drive. Within the existing boulevard of Thatcher Avenue and Faithfull Avenue, multi-use trails should be constructed from Marquis Drive to 71st Street. Road markings should be added to Millar Avenue and 71st Street allowing for shoulder bike lanes. These multi-use trail and shoulder bike lane extensions would allow for active transportation on Marquis Drive to enter the North Sector providing opportunities for employees to walk, run, or cycle for commuting or recreational purposes. In the future, the Marquis Drive multi-use trail will connect to the North Commuter Parkway Bridge linking up with the east and west riverbank, Meewasin, and Trans Canada Trail networks.

At the time the Saskatchewan Ministry of Highways and Infrastructure begins the design of the Perimeter Highway river crossing, consideration should be provided to include a Trans Canada Trail underpass allowing for unrestricted trail movement along the riverbank. In addition, the Perimeter Highway Bridge should

include a multi-use trail along the north edge to allow access to the east riverbank and future river multi-use trails.

7.3.5 Pedestrians

Sidewalks should be provided on both sides of the road right-of-way for arterials and collectors. If only one side of the road right-of-way has a multi-use trail, the other side of the right-of-way should have a sidewalk. If any road classification is planned to have a transit route or stop, sidewalks are required.

7.3.5.1 Barrier-free

The North Sector is intended to be barrier-free. All site designs and infrastructure shall be accessible to all persons, regardless of their age or physical abilities. All roads, driveway access points, sidewalks, and multi-use trails shall include wheelchair accessible curb cuts. The Canadian Standards Association – Accessible Design for the Built Environment (see Attachment 4) should be applied as a recommended tool during design of the North Sector.

7.4 Roadway Crossings

There are three grade-separated crossings proposed to accommodate growth of the North Sector: Marquis Drive and Idylwyld Drive, Marquis Drive and Highway 16, and 71st Street West and Highway 16. The timing for construction of the grade-separated crossings will be determined based on the transportation demand and timing of growth in the North Sector. The five grade-separated highway crossings, shown on Figure 5, would only be required at the time the Perimeter Highway is being designed and built. The Saskatchewan Ministry of Highways and Infrastructure has not indicated any precise timing or budget for the design and construction of the Perimeter Highway at this time.

As shown on Figure 5, control circles mark highway crossing locations, which were determined as part of the Northwest Access Management Study (see Attachment 3). At highway/highway crossings, a system interchange control circle with an 800 metre radius was used, and at highway/arterial crossings, a service interchange control circle with a 500 metre radius was used. These control circles are to provide property protection in rural areas at all interchange locations until the land use and functional plans are completed for the highway network.

There are two right-in-right-out intersections proposed on Figure 5. At the crossing of 71st Street and Idylwyld Drive, the existing median will be closed and turning movements will be restricted to right turns only. To allow for additional access to the lands west of Highway 12, a right-in-right-out intersection is proposed at Collector Road and Idylwyld Drive.

7.5 Road Crossings of Wetland Complex

Two roadway crossings are being shown on Figure 5 as being desirable crossing locations that would effectively minimize adverse environmental effects on the

Wetland Complex. Roadway crossings will be built as level crossings and construction should be confined to the road right-of-way unless the site-specific natural area screening determines otherwise.

Crossing No. 1 – Millar Avenue extension to Highway 11 North will be re-constructed along the existing Range Road 3053 road allowance using previously disturbed roadway.

Crossing No. 2 – A new industrial road is proposed to be built to connect Millar Avenue with Arthur Rose Avenue, providing a continuation of the one mile (1.6 kilometre) east to west roadway grid design, crossing the Wetland Complex around the Manage 1 area shown on Figure 7.

If appropriate, the above transportation crossings should be shared with utility crossings to reduce the construction disturbance duration with the Wetland Complex crossing corridors.

7.6 Perimeter Highway and Arterial Crossings

Perimeter Highway, which is proposed provincial infrastructure, will be a high-speed corridor to move provincial highway traffic around Saskatoon. The Perimeter Highway alignment and river crossing location, has been endorsed by the City, the RM of Corman Park, and the Saskatchewan Ministry of Highways and Infrastructure, as shown on Figure 5.

Obtaining urban access and crossing of Perimeter Highway, as the North Sector develops, is a priority and will require City input as part of the Saskatchewan Ministry of Highways and Infrastructure's functional transportation plans for the Perimeter Highway. At Bill Hunter Avenue and Perimeter Highway, and Wanuskewin Road and Perimeter Highway, grade-separated crossings are being proposed. Understanding additional crossings would make this segment of highway unconventional based on the system interchange spacing requirements; full access connecting urban infrastructure to Perimeter Highway would be desired at these two locations. Final design of these two crossings will be determined as per City input on the Saskatchewan Ministry of Highways and Infrastructure's functional plans for Perimeter Highway.

As part of the Perimeter Highway planning and design, Highway 11, within Perimeter Highway, should be re-designed as an arterial road with reduced posted speed limits, to allow for multiple at-grade crossing locations, with traffic signals connecting to urban arterial and collector roads. Further study and consideration of this by Saskatchewan Ministry of Highways and Infrastructure and the civic Administration is required.

7.7 North Commuter Parkway Bridge

As shown on Figure 5, the North Commuter Parkway is proposed to be connected to Marquis Drive crossing the River with a multi-modal bridge. This

bridge crossing will be Saskatoon's fifth river crossing, connecting the City's northeast residential growth area to the north employment area.

7.8 Truck Routes

Currently, there are two types of truck routes in Saskatoon: long-haul truck routes, and pick-up and delivery truck routes. The long-haul truck route, servicing the North Sector, would be Highway 16, Idylwyld Drive (Highway 12), and Highway 11 North. The current pick-up and delivery truck routes in the area are Marquis Drive and Wanuskewin Road. As new roadways are developed, all roads must be designed for the movement of goods and services in the North Sector; however, trucks accessing or leaving the area must remain on the collector and arterial roads until they get close to their destination. As shown on Figure 5, a pick-up and delivery truck route loop for the North Sector is proposed.

7.8.1 Dangerous Goods

The City's Transportation of Dangerous Goods Bylaw No. 8153 prescribes routes for the transportation of dangerous goods in Saskatoon. All trucks transporting dangerous goods must use Idylwyld Drive to access and egress the North Sector.

The Transportation of Dangerous Goods Bylaw No. 8153 states:

"No carrier shall enter, leave or travel within the City other than on a dangerous goods route, except that a carrier, for the purpose of collecting dangerous goods from or delivering dangerous goods to a location off a dangerous goods route or going to or from a permitted storage location, may travel, subject to the truck route provisions of The Traffic Bylaw No. 7200, on a combination of streets forming the most accessible connection between the delivery point, collection point or permitted storage location, and a dangerous goods route".

7.8.2 High Clearance and Oversized Load Corridors

A high clearance and oversized load corridor should be further studied prior to designing and approving utility installations for all arterial roadways in the North Sector. This corridor along arterial roads will restrict overhead and width encumbrances that may occur when moving large freight.

7.9 Rail Line

The CN rail line travels through the North Sector, as shown on Figure 5. This rail line is the Warman branch line that connects the CN main line south of Saskatoon with the CN main line that passes through the City of Warman. This branch line is typically not a heavily used corridor other than for the collection of goods in Saskatoon and distributing them to the main line switching yards.

Currently, the lands east of the CN branch line are heavy industrial uses (chemical plants and metal fabrication) with a spur line accessing the ERCO Worldwide and Akzo Nobel Chemicals Inc. properties. The lands east of the CN branch line have been shown on Figure 4 as heavy industrial and could be designed to allow for additional spur lines, if required.

As growth commences north of 71st Street, potentially five rail crossings could be needed. Two of these rail crossings extend Arthur Rose Avenue and Brodsky Avenue north across the spur line (as per the Marquis Industrial Sector Plan). The existing CN branch line along 71st Street shall be reviewed as part of the roadway upgrade of 71st Street to a collector road. Lastly, a rail crossing would be needed for the new road connecting Millar Avenue to Wanuskewin Road crossing the CN branch line.

7.9.1 Rail Line Setbacks

There is no rail line setback for the development of industrial parcels adjacent to the CN rail line. However, the adjacent property owner should install and maintain a chain-link fence (minimum 1.83 metres high) along the mutual property line to deter trespassing and encroachment on the CN right-of-way. How land uses interface with the rail line will require a CPTED review during the Industrial Area Concept Plan stage, and should use best practice examples from the FCM – RAC Guidelines for New Development in Proximity to Railway Operations, 2013.

8 Reserve Dedications

8.1 Environmental Reserve

As noted in Section 5.3 in this report, developers are encouraged to integrate and enhance natural features by incorporating them into the development. For example, leaving wetlands in their natural state is environmentally responsible and aesthetically pleasing to users. Wetlands can provide education and exploration opportunities, while sustaining wildlife habitats and reducing carbon dioxide in the atmosphere. Furthermore, these areas can be used in conjunction with storm water retention and conveyance, reducing the need for costly engineered storm water management solutions.

Lands within the North Sector will be surveyed by a qualified consultant for historical and/or ecological significance during the Industrial Area Concept Plan process. Lands identified as either shall be provided to the City as Environmental Reserve, without compensation. When land is dedicated as Environmental Reserve, it is subtracted from the gross developable area in the Industrial Area Concept Plan. Municipal Reserve is then calculated based on the remaining lands. Upon transfer of these lands to the City, City Council shall classify these lands, appropriately, as open space areas and protect them under Section 9.2 (Conservation of Natural Areas and Archaeological Sites) of the Official Community Plan. These open space areas will conserve the biodiversity of both plant and animal life for the enjoyment of present and future generations.

Therefore, when calculating the Municipal Reserve dedication for the North Sector in Table 3, the conceptual boundary for the Wetland Complex and riverbank area was considered exempt to reduce the amount of Municipal Reserve open space to be allocated at full build-out of the North Sector. Future environmental studies shall be required prior to approval of Industrial Area Concept Plan applications for lands adjacent to the Wetland Complex to determine a Wetland Complex boundary and a gross non-developable area including a final development setback buffer, if required.

8.1.1 Riverbank Area

During the design of the Industrial Area Concept Plan for the parcels of land adjacent to the river, the developer shall make provisions to provide a riverbank area as per the requirements in Section 9.1 (Riverbank Stewardship) of the Official Community Plan. At the appropriate time, Meewasin should engage with these private landowners, between ERCO Worldwide and the Silverwood Golf Course, about obtaining a conservation easement for the protection of the remaining undisturbed areas and riverbank area similar to the conservation easement explained in Section 4.6.2 of this report.

8.2 Municipal Reserve Analysis

When land is subdivided, *The Planning and Development Act, 2007*, requires part of it to be set aside for public recreation or similar purposes, or for money to be paid in lieu of land. The Municipal Reserve dedication requirement is 5% 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.

Two place holders for potential recreation areas have been shown on Figure 4. Table 3 has broken down the estimated dedication requirement, assuming all industrial parcels will be subdivided, and based on the assumed Environmental Reserve dedication in the North Sector. The two place holder locations were strategically chosen based on development sequence (see Figure 8) and the inclusion of existing vegetation in the area. Appropriate Municipal Reserve parcels are rectangular in shape, flat, and have good soil quality. The final Municipal Reserve parcel locations, size, and the number of parcels required totalling the amount of required dedication, is subject to evaluation by civic Administration, based on programming needs at the time the Industrial Area Concept Plan is being designed.

Table 3 provides a breakdown of the total amount of Reserve dedication required in the North Sector.

Table 3: Natural Areas and Open Space Dedication Analysis

	Hectares	Acres	Reserve Dedications		
			%	Hectares	Acres
Proposed					
Industrial - Heavy	302.84	748.33			
Industrial - Light	839.01	2073.24			
Arterial Commercial Nodes	16.00	39.54			
Urban Holding Lands	96.85	239.32			
To Be Determined Lands	225.50	557.22			
Urban Holding Road Infrastructure	50.57	124.96			
Perimeter Highway	68.15	168.40			
Total Proposed	1598.92	3,951.02	5% MR²	79.95	197.55
Natural Area (Wetland Complex)	141.66	350.05	ER ¹	141.66	350.05
Riverbank Area	9.77	24.14	ER ¹	9.77	24.14

1 - Environmental Reserve (ER) area may be adjusted based on site-specific Natural Area Screening for each Industrial Area Concept Plan application that is received.

2 - Total Reserve Dedications were determined based on the assumption that all industrial lands will be subdivided. Municipal Reserve (MR) potential recreation area place holders are shown on Figure 4.

9 Servicing

The current servicing for the North Sector will remain until future development commences. As part of the Industrial Area Concept Plan process, the developer is encouraged to provide innovative approaches to facilitate a reduction in overall infrastructure investment where possible. At the time new City services are provided to the area, all existing parcels will be connected to the new servicing system and a servicing agreement between the developer (or landowner) and the City will be required. City-funded interim servicing models shall not be supported; however, the City may consider developer- (or landowner-) funded interim servicing to accommodate development(s) on lands in later phases if they otherwise comply with the surrounding Industrial Area Concept Plan and North Sector Plan vision.

As shown on Figure 7, an east/west municipal utility corridor has been identified through the centre of quarter sections 27, 28, 29, and 30. All utilities should consider using this corridor for major services needing to connect the lands west of Highway 12 with the lands east of Highway 12.

9.1 Water Mains

The North Sector will be serviced by a primary water main extending from 71st Street along the CN rail line, and from Marquis Drive along Faithfull Avenue (see Figure 7). For industrial growth west of Highway 12, a new water reservoir and a new fill main from the water treatment plant along Idylwyld Drive will be required. This future water reservoir will provide additional water main capacity to the North Sector.

9.2 Sanitary Sewer

The North Sector will be serviced by two separate gravity trunks; one extending along Arthur Rose Avenue, and the other crossing at 71st Street near Faithfull Avenue (see Figure 7). To complete the sanitary trunk system for the Marquis Industrial Area, the sanitary trunk will cross 71st Street into quarter section SE 27-37-5-W3 M. At the north end of this quarter section, the sanitary trunk will turn west to service the developable lands west of the CN rail line and lands west of Highway 12. The sanitary trunk crossing at 71st Street, near Faithfull Avenue, will service the existing industrial uses along Highway 16 and new development adjacent to 71st Street.

The sanitary capacity for the North Sector was calculated based on 15% wet industrial, 15% commercial and 70% dry industrial.

9.3 Storm Sewer

The North Sector will have a number of connected wet and dry storm water ponds, connected with a conventional underground storm sewer design, in combination with overland drainage, utilizing the pre-treatment storm water sediment forebay adjacent to the Wetland Complex Preserve area (see Figure 7).

The storm water management system will be designed to minimize impacts on natural areas in the North Sector and will trap pollutants and sediments, while maintaining the storm water flow, protecting the value of the Wetland Complex drainage channel, Opimihaw Creek, and the River.

9.3.1 Natural and Engineered Water Bodies

Best practices in storm water management include incorporating the use of natural wetlands, and storm water ponds, to manage storm water runoff. This practice has begun in developing residential areas in Saskatoon and should become more common throughout all developments in the City. In preparation for Industrial Area Concept Plans adjacent to the Wetland Complex, the developer (or landowner) will be encouraged to have a qualified environmental specialist work with a storm water engineer to develop a storm water model, identifying the natural boundary of the Wetland Complex, the significance of the wetlands in the drainage channel, and the best location for the pre-treatment storm water sediment forebay.

As explained in Section 5.7 of this report, all open water facilities within the draft 4,000 metre buffer, that have the potential to cause aircraft and bird hazard conflicts may be required to seek approval by Transport Canada, Saskatoon Airport Authority, NavCanada, and such other agencies as may be appropriate, prior to a development permit being issued for the area. As part of any modifications to the Wetland Complex, the design should consider restricting large flocks of birds using the natural water bodies.

9.4 Permanent Civic Service Facility

Development of the North Sector will require the relocation of the City's snow management area on Wanuskewin Road, and civic Administration has found a suitable new location. A permanent location for a civic services facility, which includes a snow management facility and Public Works satellite yard, will be located on lands the City owns west of Highway 12. A conceptual place holder has been shown on Figure 7.

A location for a snow management facility and Public Works satellite yard typically requires:

- a) 36.4 hectares (90 acres);
- b) suitable road access, but not directly adjacent to a highway;
- c) access to the existing storm water management system;
- d) adequate separation from significant wetlands; and
- e) adequate separation from residential development, and is best situated in an area designated strictly for industrial purposes.

9.5 Shallow-Buried Utilities

As part of the Industrial Area Concept Plan process, the developer must arrange for the respective service providers to install shallow-buried services such as electricity, natural gas, street and park lighting, telephone, and cable to the area.

At the time of subdividing the area, past industrial subdivisions have consolidated and reshaped lots causing utility easements to be relocated; therefore, utility companies may request front-street servicing within the boulevard, or may request a separate easement.

9.6 Antenna Towers

As mentioned in Section 4.9 of this report, there are two existing antenna towers outside the North Sector study area. If additional antenna towers are required, preferred locations for these types of facilities would be behind commercial or industrial developments. Antenna tower applications will be subject to the Antenna Systems Policy No. C09-037.

9.7 Emergency Response

Industrial developments offer unique safety-related issues, including: the movement of hazardous and volatile materials, chemical spills, fire, crime prevention, and security. Safety shall be promoted through site design measures, emergency response resources (i.e. Notify Now), and traffic regulations. The City's emergency response strategy shall be expanded into the entire North Sector area.

The closest fire halls to the North Sector are Fire Halls No. 4 and No. 7. Fire Hall No. 4 is located at 2106 Faithfull Avenue. The travel time service area for Fire Hall No. 4 begins to be exceeded at the Idylwyld Drive North and Highway 16 interchange. Fire Hall No. 7 is located west of the Silverwood Golf Course at 3550 Wanuskewin Road. The travel time service area for Fire Hall No. 7 begins to be exceeded at the 71st Street and Millar Avenue intersection. Lands within the North Sector will be outside existing response capabilities to achieve a four-minute travel time to emergencies. A proposed fire hall place holder, west of Idylwyld Drive, is shown on Figure 4. Further study will be needed to determine the actual location and travel time service area for this proposed fire hall.

10 Phasing

10.1 Development Sequence

The development sequence for the North Sector is shown on Figure 8 – Phasing Plan and will develop in a south to north direction. Based on the development sequence, development areas have been shown to cluster adjacent parcels, providing the opportunity for one Industrial Area Concept Plan Study per ownership group. As shown on Figure 8, the development area boundaries are conceptual and should be used as a guide. The development area boundary lines can be expanded or reduced based on the landowners'/developers' desire to develop their lands, and the need for infrastructure to be extended. The development sequence shown on Figure 8 is proposed to be consistent with the servicing scheme described in Section 15, but is meant to be interpreted flexibly, rather than rigidly, and may not require the exact development sequence based on Industrial Area Concept Plan applications.

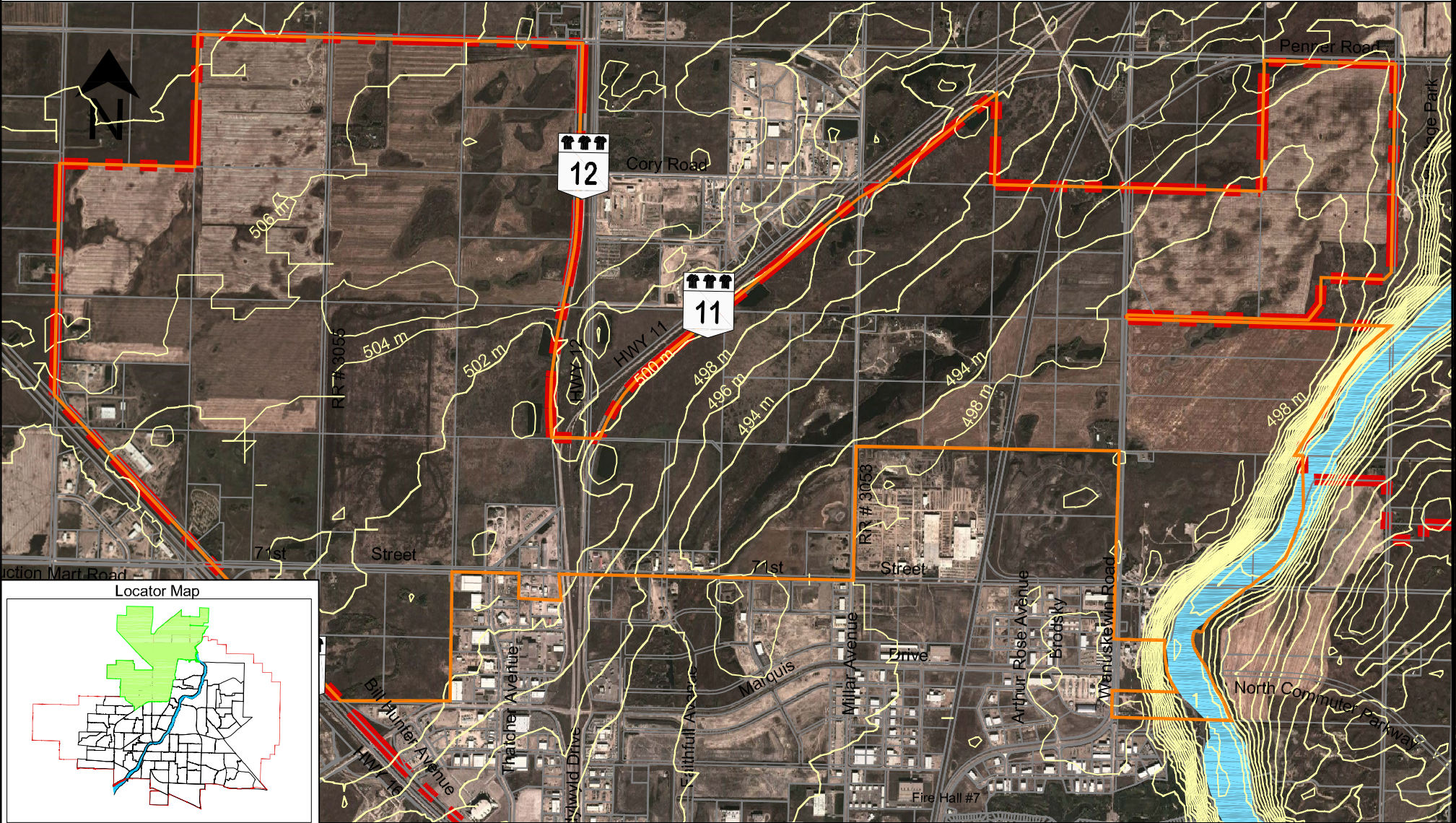
11 Funding

The role of the North Sector Plan is to provide a framework within which development of the North Sector can take place, and the vision to shape the development reflects the values of the City. 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 civic 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.

Figure 1 - Study Area

North Sector Plan

DRAFT



Legend

Proposed City Limits

North Sector study area

Northern Industrial Area

Contours

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NOTE: The information contained on this map is for reference only and not to be used for legal purposes.

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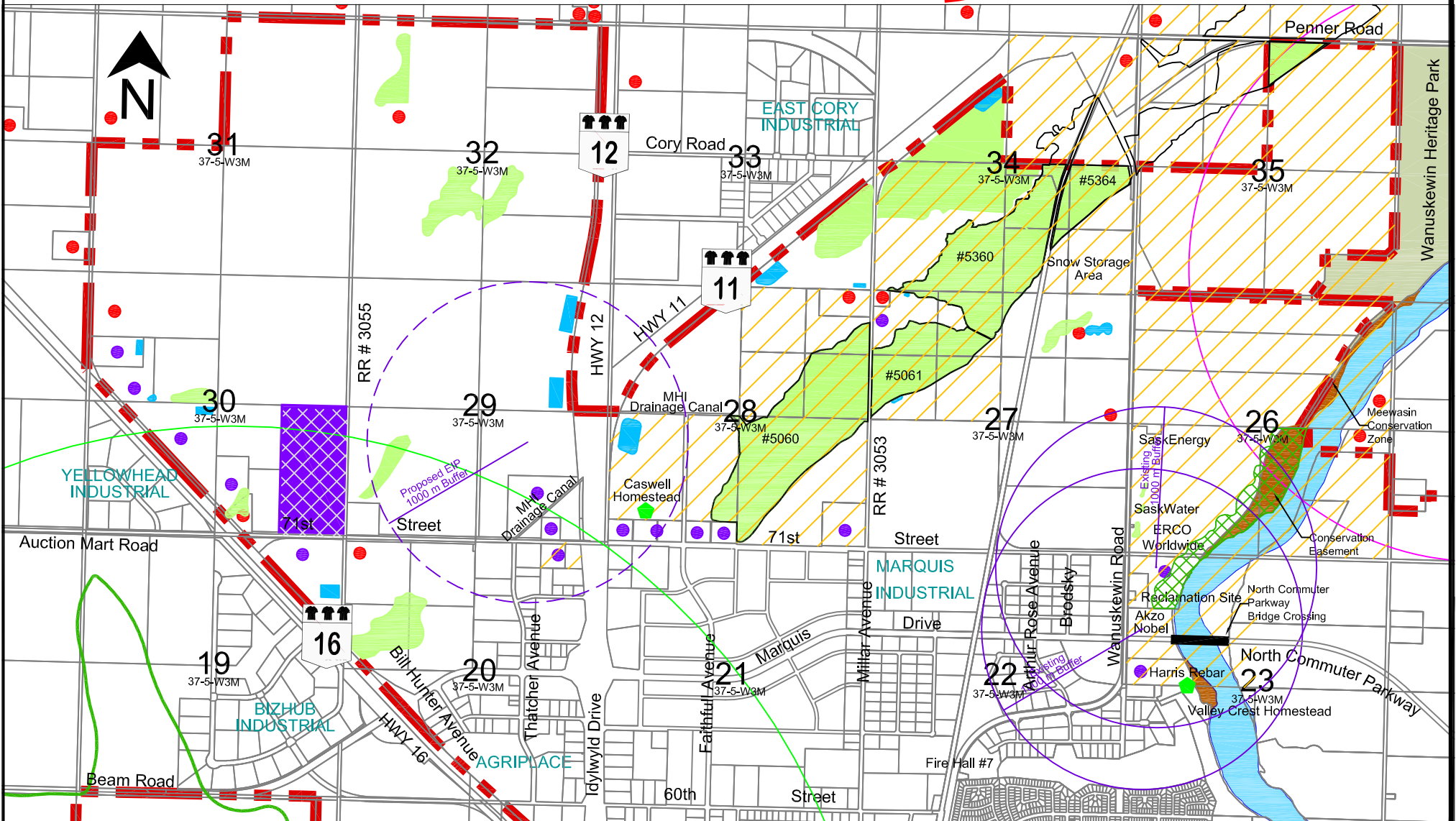
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September, 2015

Figure 2 - Existing Features
North Sector Plan

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Legend

- Proposed City Limits
- Red Pheasant Cree Nation Reserve
- Natural Areas & Wetlands
- Riverbank and River

- MVA Conservation Zone
- Heritage Sensitive Areas

Scale: N.T.S.

- 1000m Chemical Buffers
- Wanuskewin Visual Buffer
- ~ Airport 30 NEF Contour
- Draft Airport AZR 4,000 m Buffer

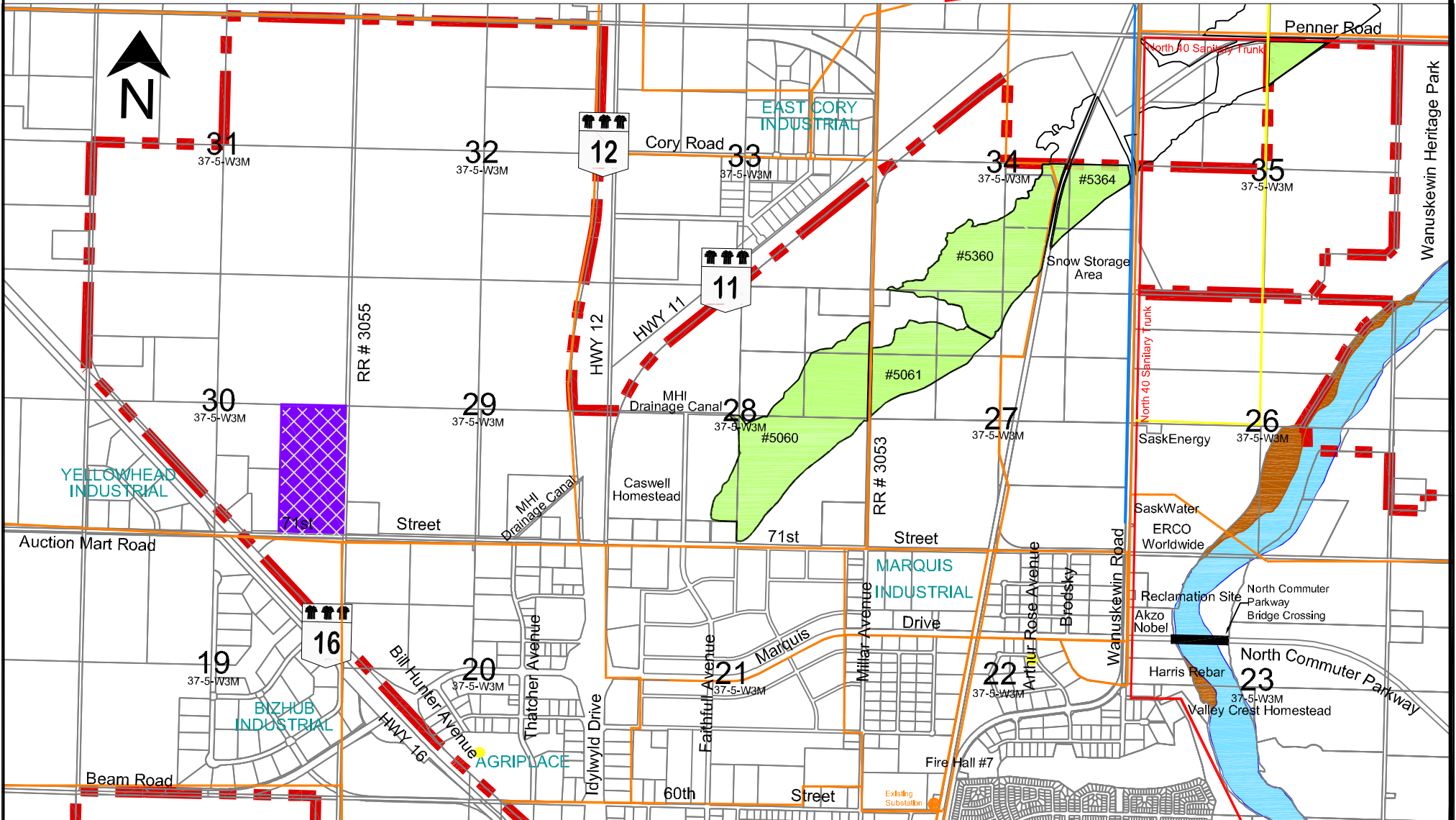
- Existing Lagoons
- Homesteads
- Residence
- Existing Industry



NOTE: The information contained on this map is for reference only and not to be used for legal purposes.

Figure 3 - Existing Utilities
North Sector Plan

DRAFT



Legend

- | | | | | | |
|--|------------------------------|--|-------------------------|--|----------------------------------|
| | Proposed City Limits | | North 40 Sanitary Trunk | | Red Pheasant Cree Nation Reserve |
| | SaskPower Overhead Lines | | Antenna Towers | | Natural Areas & Wetlands |
| | SaskEnergy Underground Lines | | | | Riverbank and River |
| | SaskWater Line | | | | |

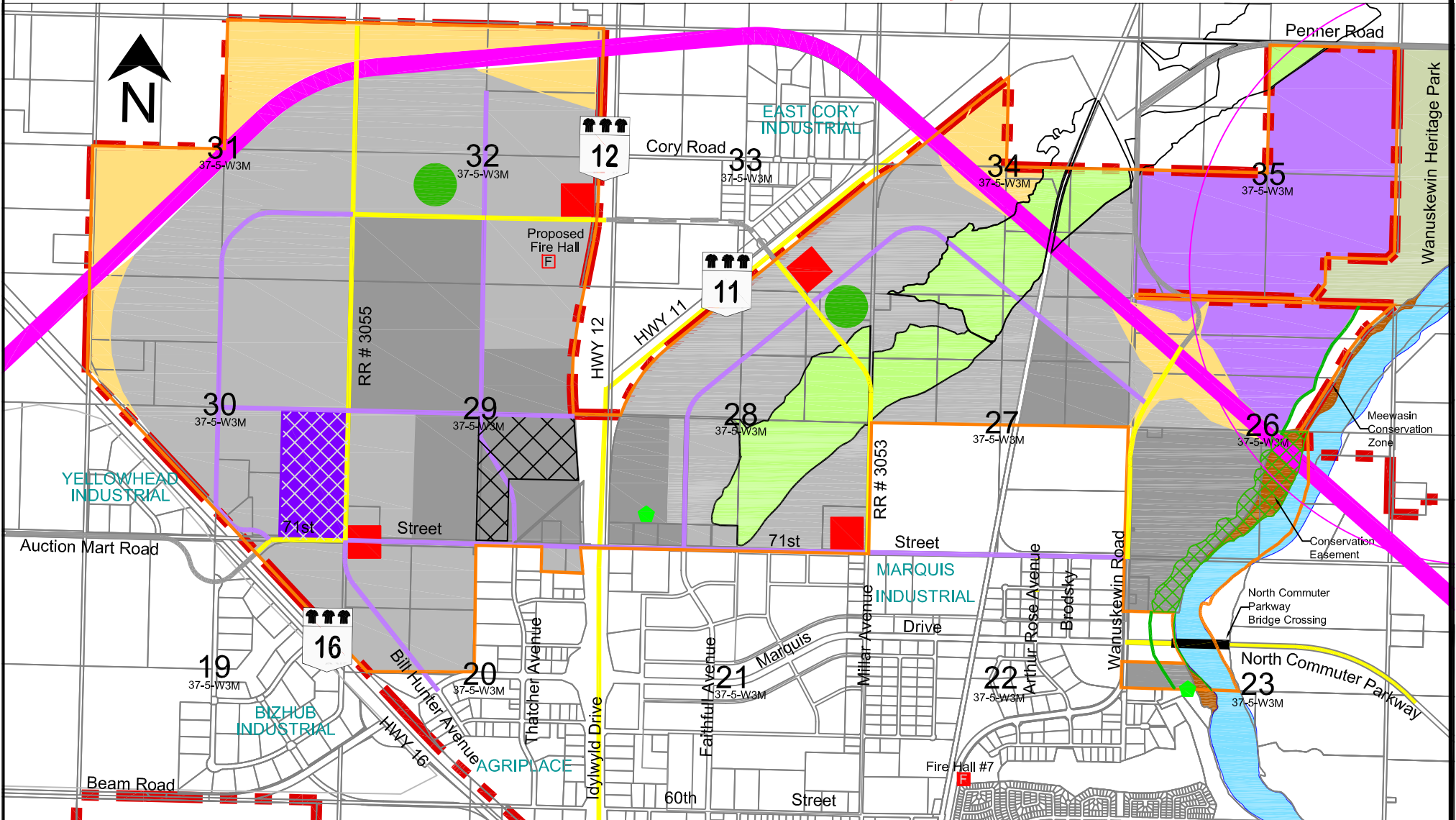
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NOTE: The information contained on this map is for reference only and not to be used for legal purposes.

Figure 4 - Land Use Plan
North Sector Plan

DRAFT



Legend

- Proposed City Limits
- North Sector
- Perimeter Highway
- Proposed Arterial Roads
- Proposed Collector Roads

- Industrial - Light
- Industrial - Heavy
- Industrial - Heavy (EIP)
- Arterial Commercial Nodes
- Urban Holding Lands

Scale: N.T.S.

- Potential Recreation Area (MR)
- Homesteads
- Land Use To Be Determined
- Red Pheasant Cree Nation Reserve

- Wanuskewin Visual Buffer
- Conservation Easement
- MVA Conservation Zone
- Riverbank and River
- Riverbank Area
- Wetland Complex

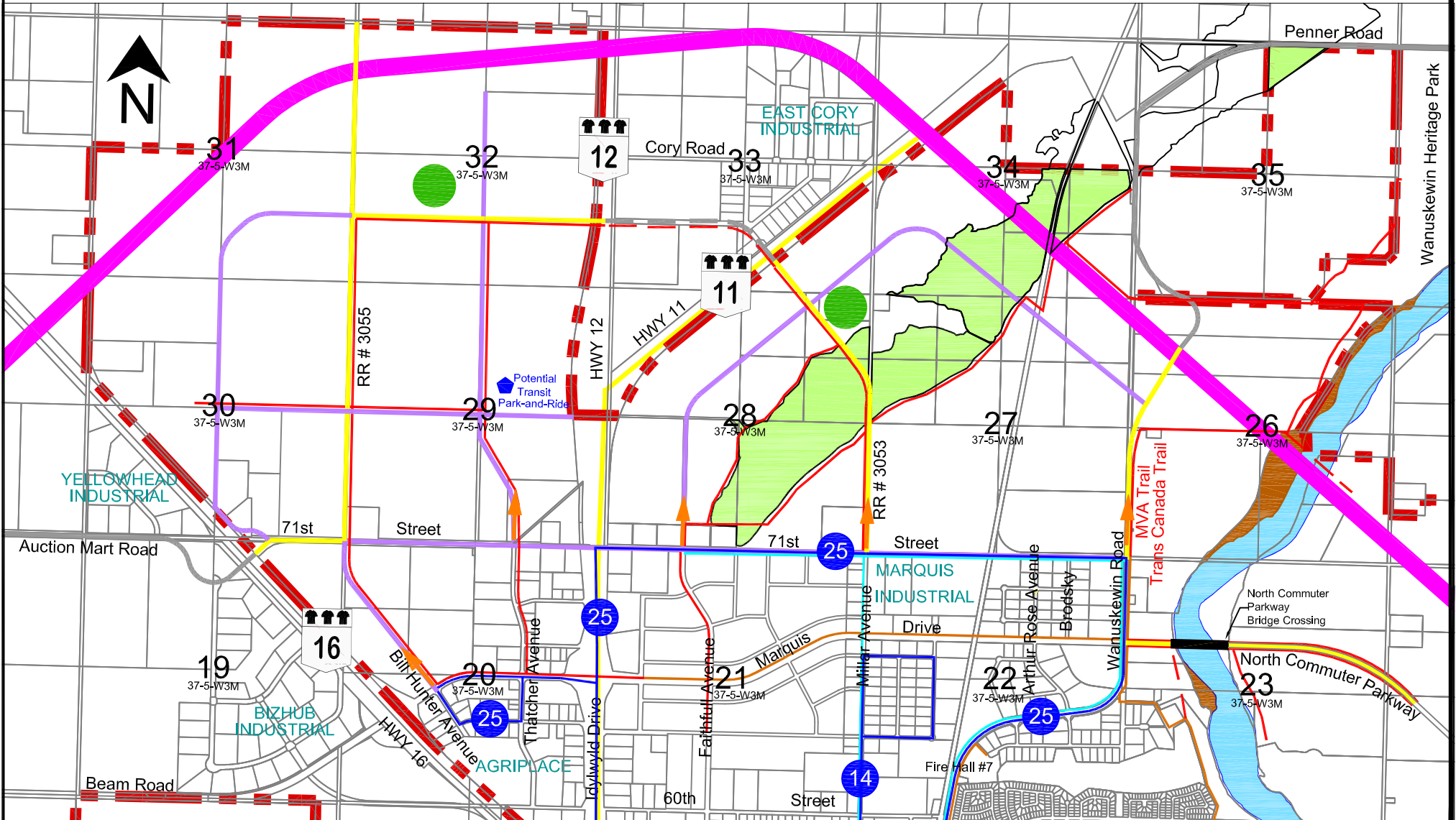
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September, 2015

Figure 5 - Walking, Cycling, and Transit Plan
North Sector Plan

DRAFT



Legend

- ■ ■ ■ Proposed City Limits
- Existing Transit Routes
- Possible Transit Route Linkage
- Potential Transit Park-and-Ride
- Existing Multi-use Trails
- Proposed Multi-use Trails
- Proposed Arterial Roads
- Proposed Collector Roads

Scale: N.T.S.

- Potential Recreation Area (MR)
- Wetland Complex
- Riverbank and River
- On Road Cycling

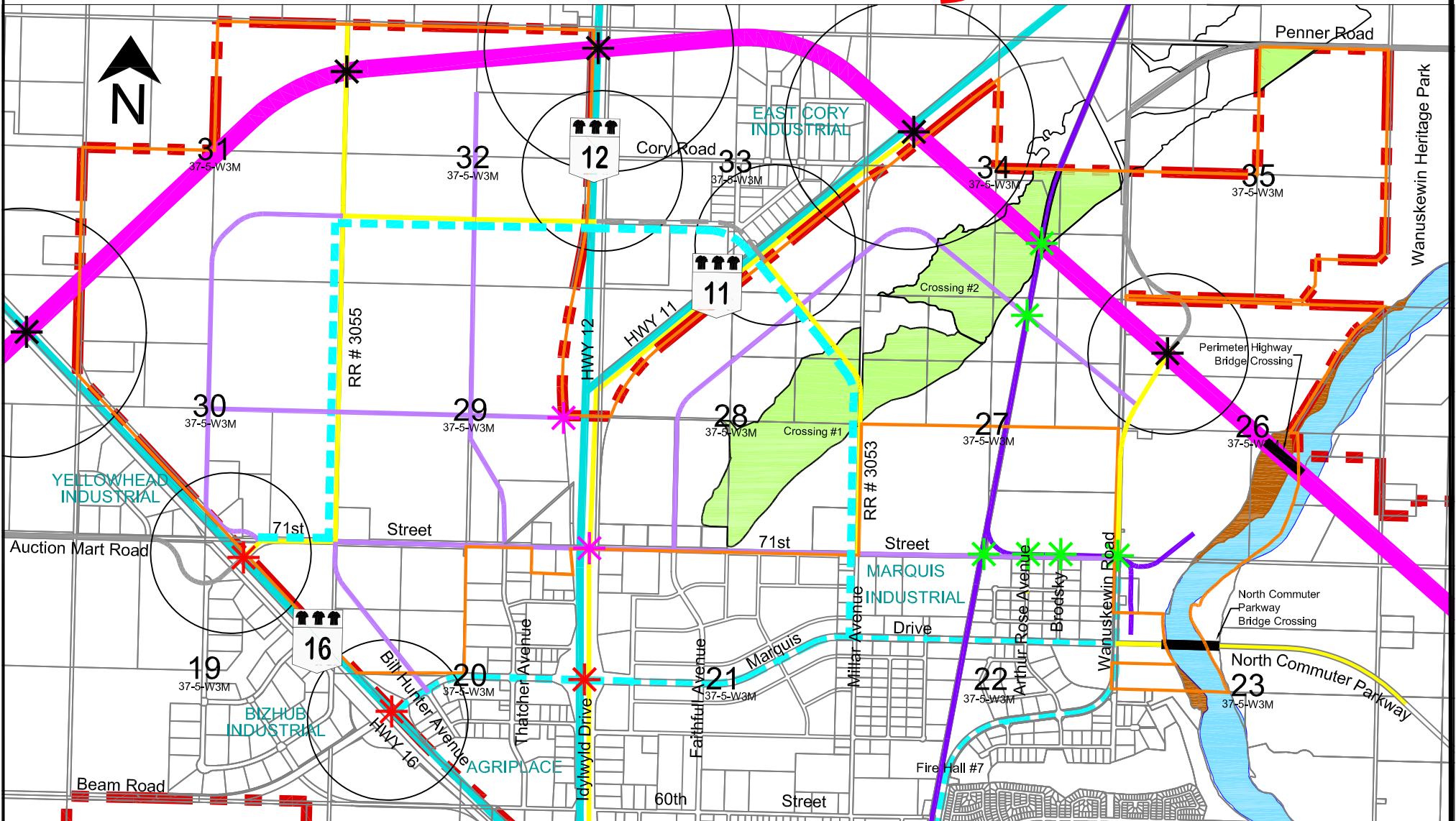
— Perimeter Highway



NOTE: The information contained on this map is for reference only and not to be used for legal purposes.

Figure 6 - Roadways Plan
North Sector Plan

DRAFT



Legend

- | | | | |
|----------------------|--|-----------------------------|--|
| Proposed City Limits | Proposed Arterial Roads | Grade Separated | Grade Separated Highway |
| North Sector | Proposed Collector Roads | At Grade Rail Crossing | NW Access Management Highway Control Circles |
| CN Rail Line | Proposed Rural Road Connections | At Grade Right-in/Right-out | Wetland Complex |
| Perimeter Highway | Dangerous Goods and Long Haul Truck Routes | | |
| | Pick Up and Delivery Truck Routes | | |

Scale: N.T.S.

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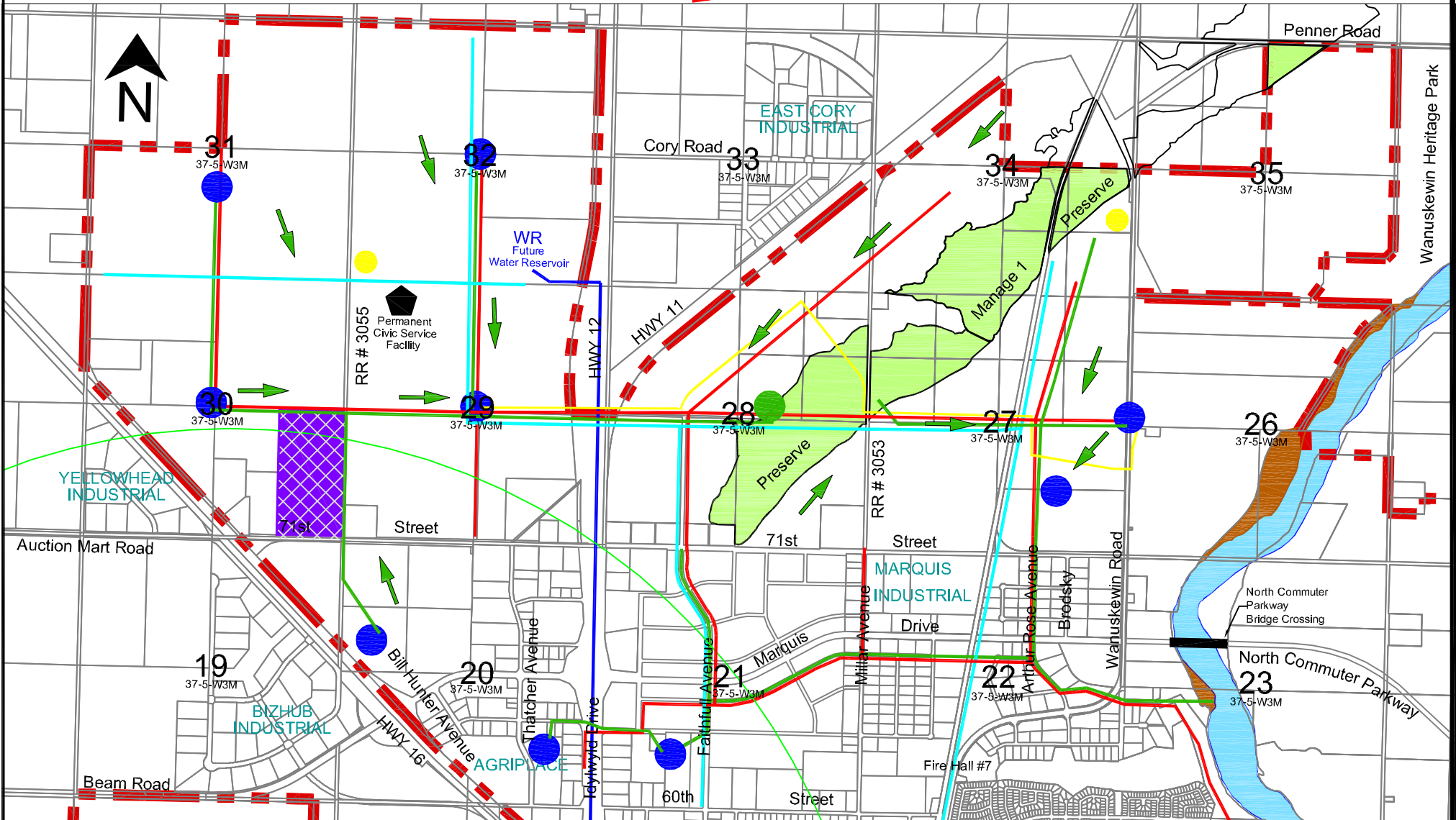
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Figure 7 - Servicing Plan

North Sector Plan

DRAFT

Disclaimer: All servicing alignments are conceptual.
Final servicing alignments will be determined during detailed design for each development.



Legend

- Proposed City Limits
- Wetland Complex
- Riverbank and River
- Red Pheasant Cree Nation Reserve

- Sanitary Gravity Trunk
- Storm Trunk
- Watermain
- Water Fill Main
- Proposed Gas Line

- Stormwater Direction of Flow
- Stormwater Pond (Dry or Wet)
- Stormwater Pre-treatment Forebay

- Proposed Antenna Towers
- Proposed Airport AZR 4,000 m Buffer
- ⬢ Permanent Civic Service Facility
- Future Water Reservoir

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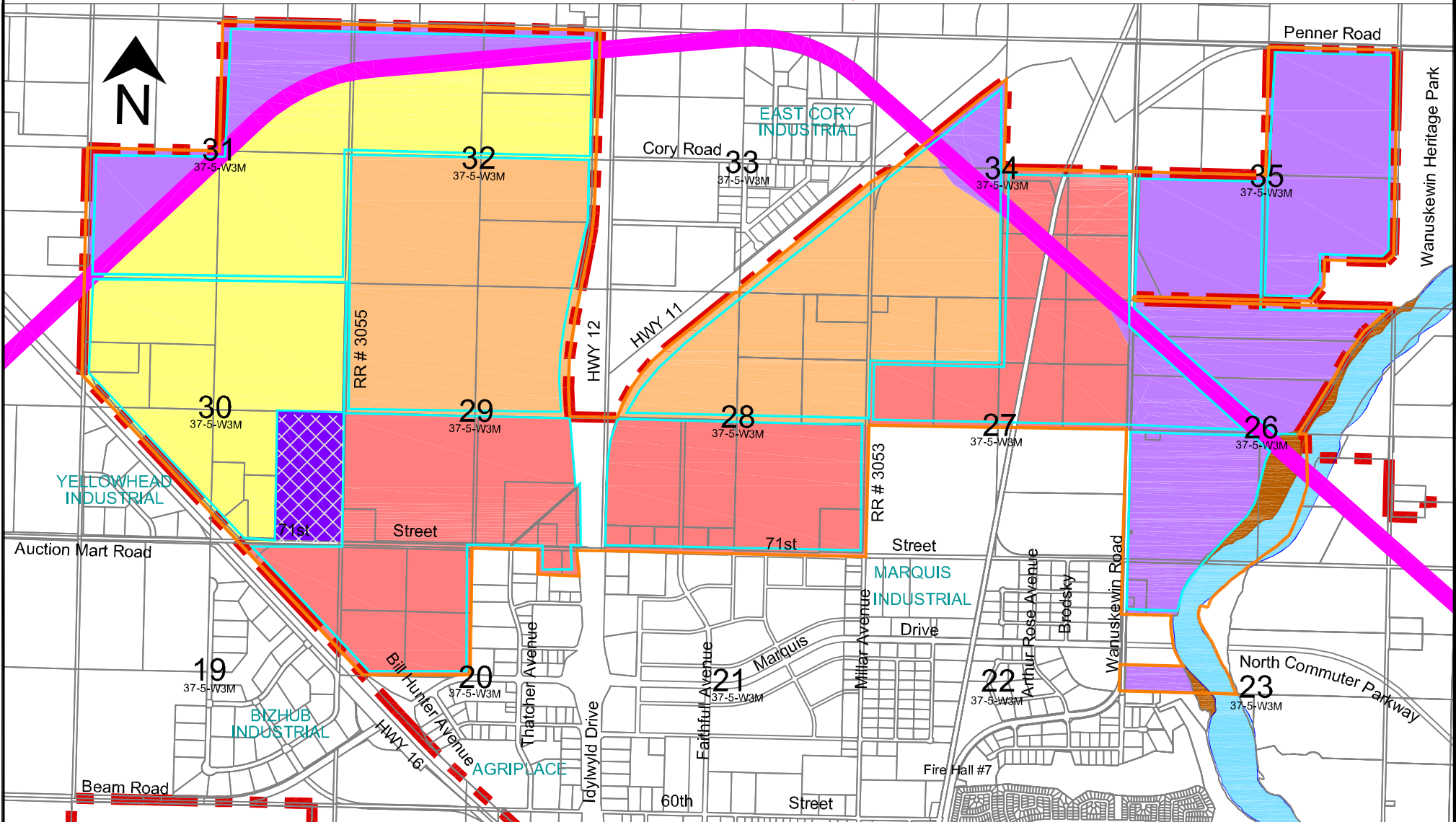
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Figure 8 - Phasing Plan

North Sector Plan

DRAFT

Disclaimer: Phasing sequence and development areas may change.



Legend

- | | | | | | | | |
|--|----------------------|--|---------------------|--|---------|--|--|
| | Proposed City Limits | | North Sector | | Phase 1 | | Phase TBD |
| | Perimeter Highway | | Riverbank and River | | Phase 2 | | Red Pheasant Cree Nation Reserve |
| | | | | | Phase 3 | | Industrial Area Concept Plan Development Areas |

Scale: N.T.S.

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Adult Service Licensing Bylaw – Adult Entertainment Venues

Recommendation

That the report of the General Manager, Community Services Department, dated November 2, 2015, be forwarded to City Council for information.

Topic and Purpose

The purpose of this report is to provide information regarding recent amendments to the Saskatchewan Liquor and Gaming Authority's (SLGA) *Alcohol and Gaming Regulations Act* and to address a City Council inquiry regarding Adult Services and the impact of adult entertainment venues.

Report Highlights

1. Recent amendments to Adult Services Licensing Bylaw, 2012, No. 9011 (ASL Bylaw) have been considered by City Council.
2. Recent amendments to SLGA Regulations prohibit striptease entertainment in licensed establishments. No licensed or unlicensed adult entertainment venues have been established in Saskatoon.

Strategic Goal

This report supports the City of Saskatoon's (City) Strategic Goal of Continuous Improvement through continued monitoring of City bylaws.

Background

At its December 2, 2013 City Council meeting, Councillor Hill made the following inquiry:

"Would the Administration please report back, in approximately six months, on the impact of the Adult Services Licensing Bylaw and any potential recommendations to the bylaw if required? Please ensure the review includes all entertainment venues that are impacted or could be impacted, such as TCU, Broadway Theatre, etc.

In addition, would the Administration, in coordination with Saskatoon Police Services report on the possible creation of a local working group/committee/taskforce to monitor and provide comments on the adult service industry."

In May 2014, the Chief of Saskatoon Police Service (SPS) submitted a report to Executive Committee entitled "Impact of Adult Services Licensing Bylaw – Adult Entertainment Venues," noting that the bylaw has been an effective tool in enabling police to ensure that performers are of age, are not being exploited, and are working in this industry voluntarily. This report also indicated that until adult entertainment venues

were established within the community, it was difficult to determine if a taskforce was required. It also indicated that the Administration would continue to monitor this.

Report

Recent Amendments to the Adult Services Licensing Bylaw

On October 5, 2015, the Standing Policy Committee on Planning, Development and Community Services considered a report to amend the ASL Bylaw to:

- 1) extend the time frame within which the City shall either issue or deny a license. This extension will facilitate the non-resident licensing process, which typically requires a longer review and approval period;
- 2) clarify the licensing categories for transient applicants. A new licensing category will distinguish between non-resident applicants who are self-employed and those who are employed by an Adult Service Agency; and
- 3) expand enforcement options to include the ability to issue a Notice of Violation for first-time offenders. This will provide SPS with an additional tool to address bylaw infractions.

The above amendments are a result of ongoing collaboration between the Administration and SPS to monitor the effectiveness of the ASL Bylaw. This working relationship is deemed effective in monitoring bylaw matters and industry concerns.

Amendments to Provincial Legislation Prohibit Striptease Entertainment in Licensed Establishments

On March 25, 2015, the provincial government announced a reversal of its decision to allow licensed striptease entertainment venues in the province. This decision became effective in April 2015.

The province's decision does not impact unlicensed venues (establishments which do not serve alcohol). As a result, current provisions for adult entertainment venues will remain under Zoning Bylaw No. 8770 and the ASL Bylaw to regulate unlicensed venues.

No adult entertainment venues (licensed or unlicensed) were established in Saskatoon during the period of time that provincial regulations permitted striptease entertainment in licensed venues. Monitoring of potential issues pertaining to adult entertainment venues is not deemed necessary unless unlicensed venues are established or further changes are made to provincial legislation to permit licensed venues.

With respect to potential impacts on TCU Place or similar live entertainment venues, in accordance with the new SLGA regulations, these facilities are limited to hosting one annual charity event in which alcohol is served and adult entertainment is provided. They may also continue to host adult entertainment events in which alcohol is not served. All adult entertainment performers require a license under the ASL Bylaw for these types of events.

Options to the Recommendation

If further action is required in the short term, the Administration would request further direction.

Public and/or Stakeholder Involvement

This report was prepared with input from SPS and the City Solicitor's Office.

Communication Plan

A communication plan is not deemed necessary as no adult entertainment venues have been established.

Other Considerations/Implications

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

Due Date for Follow-up and/or Project Completion

The Administration will continue to monitor Adult Service regulations and provide further reports as required.

Public Notice

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

Report Approval

Written by: Wes Holowachuk, Planner, Business License Program
Reviewed by: Andrew Hildebrandt, Director of Community Standards
Approved by: Randy Grauer, General Manager, Community Services Department

S/Reports/CS/2015/PDCS – Adult Service Licensing Bylaw – Adult Entertainment Venues/ks
BF89-13

Award of Contract – Detailed Design and Construction of Arbours and Seating Elements at 25th Street and Idylwyld Drive

Recommendation

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

1. That the award of contract to fabARTS for work required for the detailed design and construction of five arbours and two seating elements at 25th Street and Idylwyld Drive for a total of \$120,000, plus GST, be approved; and
2. That the City Solicitor be requested to prepare the appropriate contract documents, and that His Worship the Mayor and the City Clerk be authorized to execute the agreement under the Corporate Seal.

Topic and Purpose

The purpose of this report is to award the contract to carry out the detailed design and construction of five arbours and two seating elements at 25th Street and Idylwyld Drive, as part of the 25th Street Extension Capital Project No. P2000 (25th Street Extension Project) to fabARTS.

Report Highlights

1. A Request for Proposal (RFP) was issued for the detailed design and construction of the arbours and seating elements at the 25th Street and Idylwyld Drive intersection. Submissions were reviewed and scored based on a range of criteria.
2. The Administration recommends hiring the firm of fabARTS.

Strategic Goals

This report supports the City of Saskatoon's (City) Strategic Goals of Quality of Life and Moving Around by providing an improved streetscape, pedestrian amenities, and a welcoming entrance to Downtown.

Background

- In 2009, the 25th Street Extension Project received an additional \$800,000 from the Neighbourhood Land Development fund for Gateway development at the 25th Street and Idylwyld Drive intersection which includes landscaping, new sidewalks, amenity strips, street furniture, large arbours, and seating elements.
- On September 21, 2010, a public open house was held to obtain input on the 25th Street Extension Preliminary Master Plan.
- In 2014, the 25th Street Extension Project was substantially completed from 1st Avenue to Idylwyld Drive. The extension of 25th Street provides

an efficient alternate route to and from Idylwyld Drive to the Central Business District and University Bridge. New sidewalks, amenity strips, and street furniture were completed components of the Gateway development.

Report

The roadway construction of the 25th Street Extension Project was completed in 2014. The next step in this Project is the construction of Gateway features. The contract for a portion of this work is the subject of this report. The work involves the detailed design and construction of arbours and seating elements. These features will be installed at the intersection of 25th Street and Idylwyld Drive.

Request for Proposal

The Urban Design Section of Planning and Development led the preparation of an RFP for the design and construction of the arbours and seating elements to be installed as part of the 25th Street Extension Project. An internal review committee composed of members from Environmental and Corporate Initiatives, Facilities and Fleet Management, Parks, and Urban Design were assembled to review and evaluate the RFP. Urban Design will be responsible for project management on behalf of the City.

The RFP was issued on July 24, 2015, and closed on September 11, 2015. Two teams submitted proposals. Using the criteria listed in Attachment 1, the internal review committee evaluated and scored the proposals out of a possible 100 points.

Proponent Selection

fabARTS was identified as the highest-scoring proponent due to their exceptional understanding of the project and experience, their strong project management team and structure, and their innovative and comprehensive approach to the project methodology. Their past work on projects of a similar nature demonstrates their capacity to successfully deliver on this project.

It should be noted that the appearance of the arbours and seating elements is of high importance; craftsmanship and experience is a must, and it is the responsibility of the manufacturer to determine the appropriate means of fabrication, including installation.

Attachment 3 shows the proposed design of the arbours and seating elements by fabARTS.

Options to the Recommendation

City Council can deny the proposal from fabARTS; the Administration would then require further direction.

Public and/or Stakeholder Involvement

The 25th Street Extension Project has been addressed in a number of Local Area Plans (LAP), including Caswell Hill and the Downtown Warehouse District. During the development of these plans, several meetings were held with the respective LAP committees to discuss the project.

A public open house was held on September 21, 2010, to present the final alignment of the roadway and proposed Streetscape and Gateway design. Over 100 residents attended the meeting and follow-up information was later circulated to area residents.

Communication Plan

The RFP process followed the requirements of Purchase of Goods, Services and Work Policy No. C02-030. All firms who submitted a proposal and were not selected will be notified in writing.

Financial Implications

The arbours and seating elements are funded in the existing 25th Street Extension Project. This report recommends awarding a contract in the amount of \$120,000, plus GST. The project funding is sufficient to cover this contract and allow for a 15% contingency.

Safety/Crime Prevention Through Environmental Design (CPTED)

The proposed design of these large arbours and seating elements will be reviewed by the CPTED Review Committee. fabARTS will incorporate any CPTED recommendations into the final design.

Other Considerations/Implications

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

Due Date for Follow-up and/or Project Completion

The project is expected to be completed by July 30, 2016. Landscaping work will be completed in 2016 and is the final component of the 25th Street Extension Project.

Public Notice

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

Attachments

1. 25th Street Arbour and Seating Element Evaluation Criteria
2. 25th Street Gateway Concept Plan
3. Proposed Arbour and Seating Element Illustration by fabARTS

Report Approval

Written by: Jaybee De Castro, Senior Planner, Urban Design, Planning and Development
Reviewed by: Alan Wallace, Director of Planning and Development
Approved by: Randy Grauer, General Manager, Community Services Department

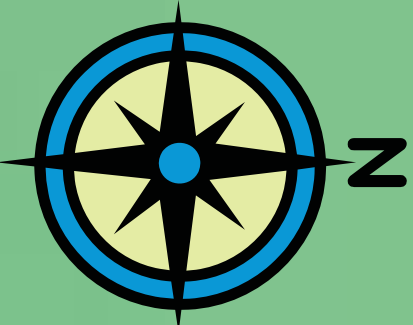
S/Reports/CP/2015/PDCS – Award of Contract – Detailed Design and Construction of Gateway Features at 25th Street and Idylwyld Drive/lc

25th Street Arbour and Seating Element Evaluation Criteria

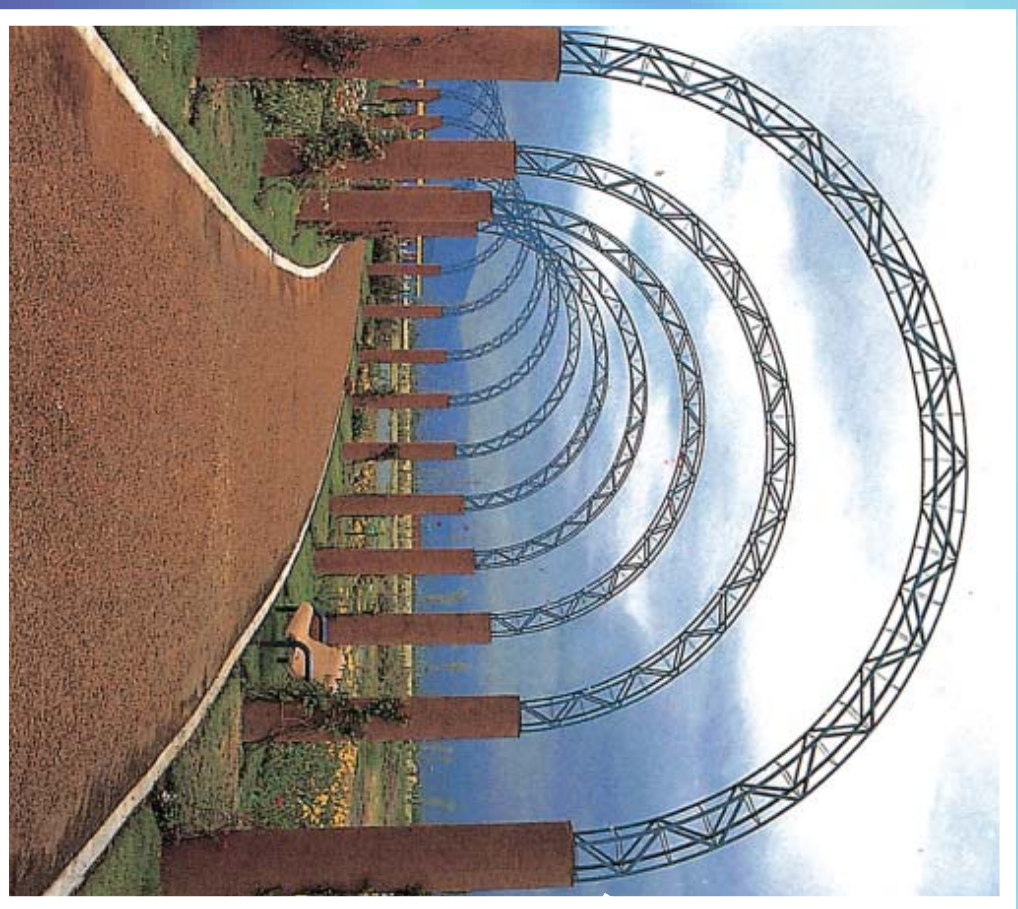
1. QUALITY AND EXPERIENCE • Experience developing an innovative, comprehensive design, quality and relevancy of work samples, and team member's qualifications and references. • Please provide three to five recent, relevant work samples outlining the role played for each sample. Work samples should describe the look and feel of the elements. Please also include a list of all team members, their anticipated roles, and their qualifications, and note your ability to bring names to the table to assist in the project. • Please provide the names, contact information, and a brief explanation of work delivered for three recent and relevant references.	15
2. BUDGET/COST • Please include a project budget breakdown for the various project phases, including all costs and expenses (travel, lodging, prototype development, manufacturing, site preparation and installation) associated with completing the project. Additionally, include an hourly rate.	30
3. SUSTAINABLE MATERIALS AND ENVIRONMENTAL COMPONENTS • Please provide a list of materials, their environmental components, sources, and sustainable life spans.	20
4. PROJECT SCOPE, DELIVERABLES AND TIMELINES • Articulation of expected deliverables and timelines. • Please list the various stages, anticipated deliverables, and expected timelines to accomplish the stages.	10
5. CONCEPT ILLUSTRATION AND UNIQUENESS • Please include any additional thinking or value-added enhancements you would bring to this project. This section will be evaluated based on your complete response, as demonstrated throughout your response package.	25
TOTAL	100 points

25th Street Gateway Concept Plan

25th St. Streetscape



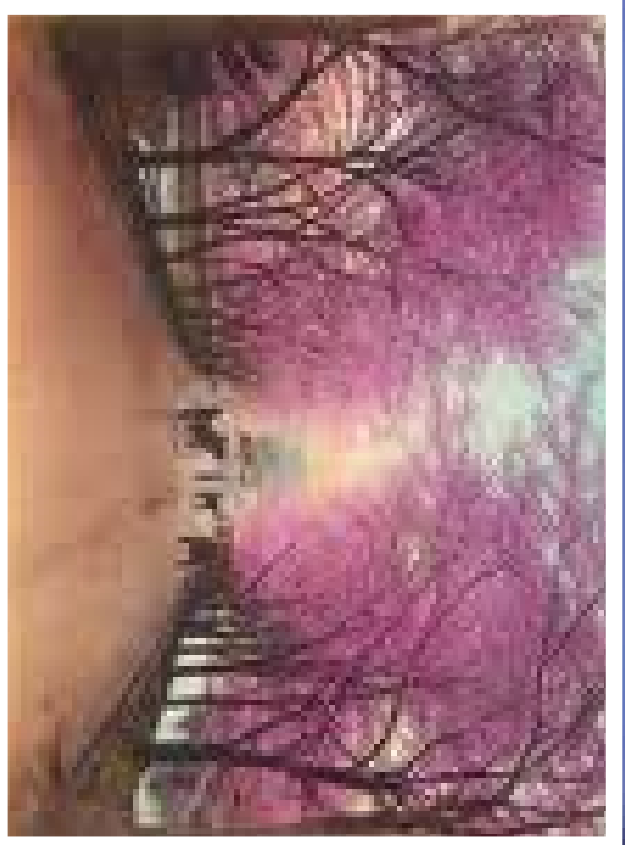
KEY PLAN



Feature Arbour



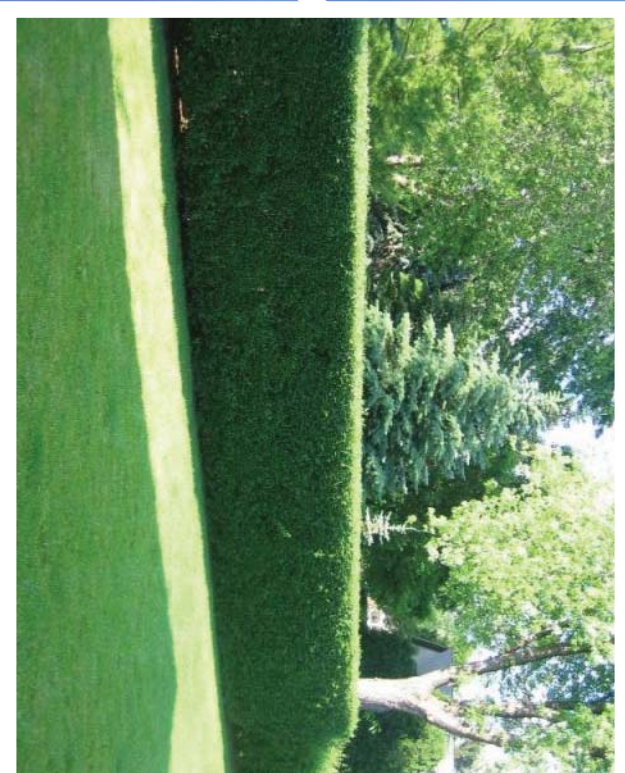
Columnar Aspen



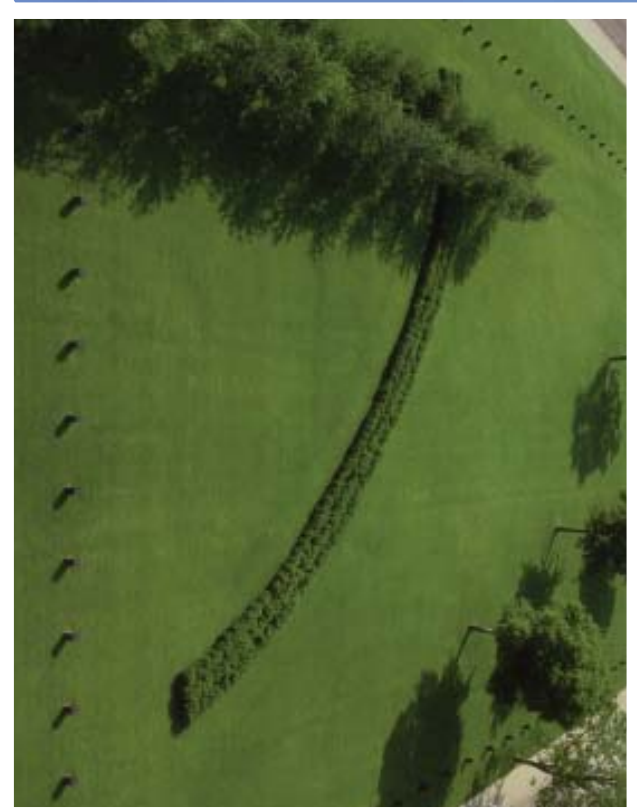
Deciduous trees



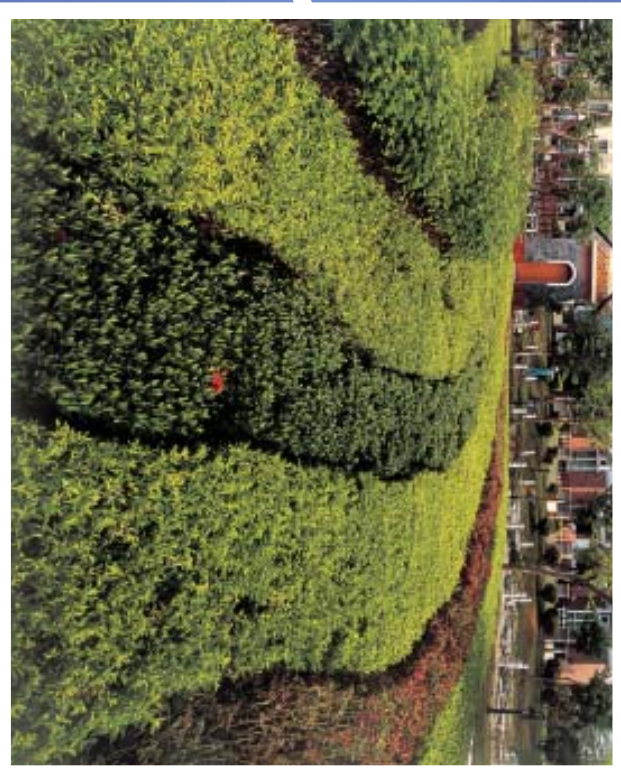
Nightscape



Hedge planting



Perimeter planting



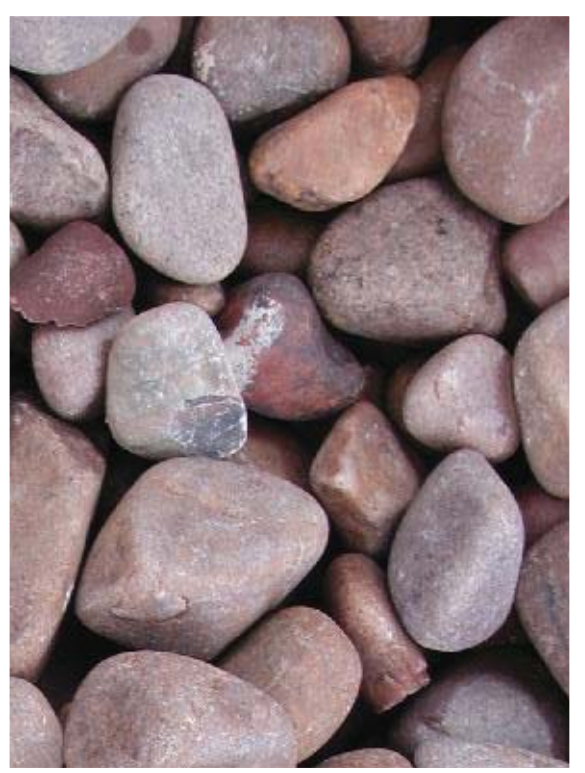
Groundcover



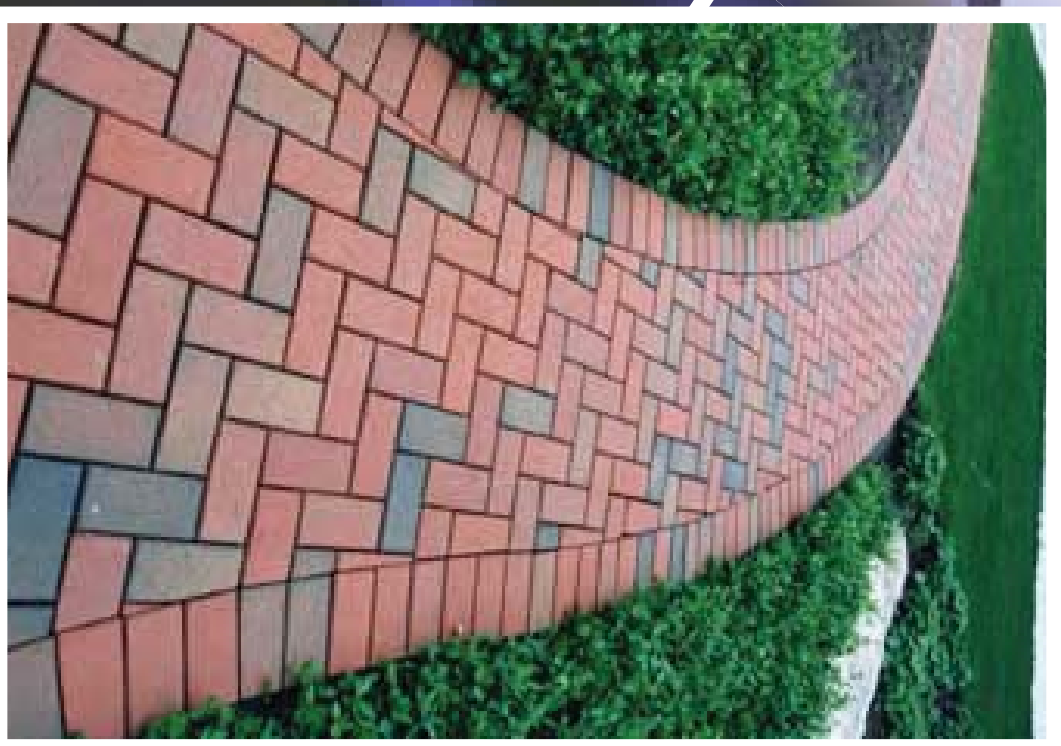
Gabion wall



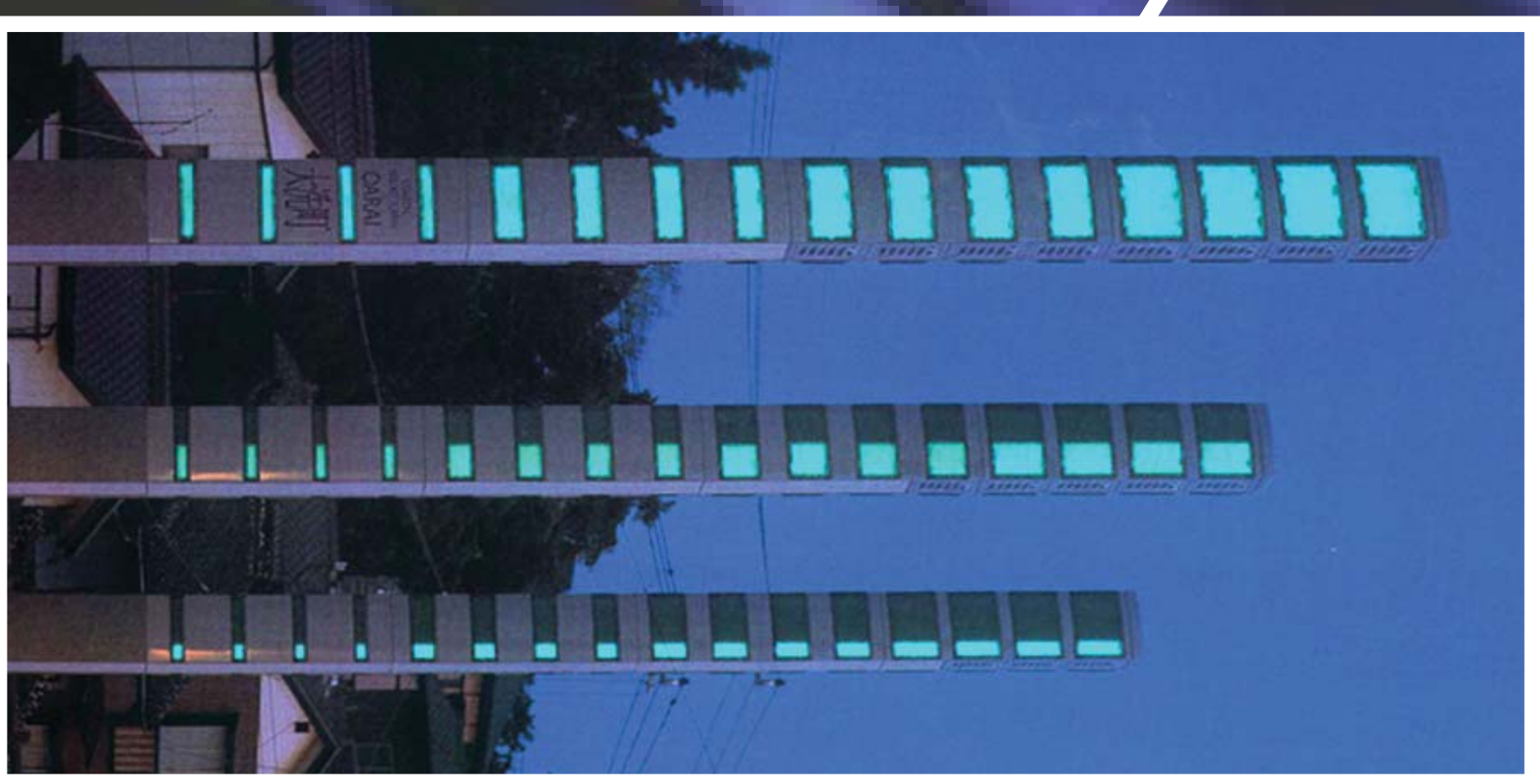
Feature seatwall



Riverstones



Unit pavers



LED columnar lighting



City of
Saskatoon
Urban Design - Land Branch

GATEWAY CONCEPT PLAN

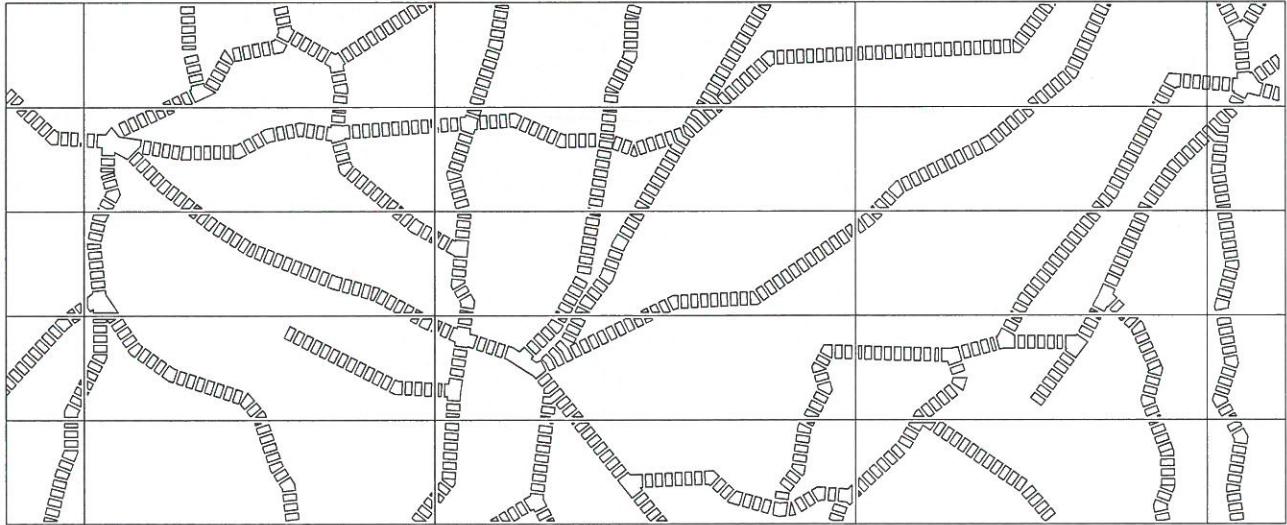
SEPTEMBER 2010

Proposed Arbour and Seating Element Illustration by fabARTS

arbour elements montage



5. PROPOSED GATEWAY CONCEPT: RAILPATH



panels layout

5. PROPOSED GATEWAY CONCEPT: RAILPATH

seating element montage



The seating elements are also composed of powder coated aluminum with a similar pattern of rail lines perforations. The construction of the bench would also allow the option for concealed LED lighting within the structural form. The matte sandtex powder coating finish on the seating elements will provide a comfortable finished surface.

Garbage and Debris Issues – Greenfield and Infill Development

Recommendation

That the Standing Policy Committee on Planning, Development and Community Services recommend to City Council that the report of the General Manager, Community Services Department, dated November 2, 2015, be received as information.

Topic and Purpose

The purpose of this report is to outline the current level of service provided to residents who live in the vicinity of construction sites and to outline a strategy to overcome the negative impacts that sometimes arise, related to both infill and greenfield development.

Report Highlights

1. Current level of service is provided on a complaint-based system, which sometimes does not meet the service-level expectations of residents. In general, highly effective enforcement on construction related issues requires more focussed customer communications, and improved coordination among the business units providing the services.
2. A coordinated approach to bylaw enforcement, through the creation of a new Bylaw Enforcement Customer Service Coordinator position, along with the creation of an internal Bylaw Review Committee, is proposed to meet residents' expectations in the interim.
3. The creation of the General Bylaw Enforcement Section within Community Standards Division and implementation of centralized customer communications system (311) will provide an effective long-term strategy (24 to 36 months).

Strategic Goals

The creation of the General Bylaw Compliance Section within Community Standards Division supports the City of Saskatoon's (City) Strategic Goals of Continuous Improvement and Quality of Life, by providing efficient and effective methods to address the negative impacts associated with greenfield and infill development, while preserving the quality of life for residents in the area.

The recommendations in this report support the long-term strategy to provide a coordinated approach to customer service with quick and accurate responses.

Background

Greenfield and infill construction activity can impact residents living in the area. As areas become more populated, there is less tolerance to living in a construction zone. The Administration often responds to concerns from residents regarding negative impacts of construction.

Garbage and Debris Issues – Greenfield and Infill Development

The following inquiry was made by Councillor Z. Jeffries at the meeting of City Council held on July 27, 2015:

“Residents deserve reasonably clean and tidy neighbourhoods even when new development and construction take place. Could Administration report back on how we can better manage the garbage and debris issues related to both greenfield and infill development. The report could speak to, but doesn’t have to be limited to, issues of street sweeping, gravel and dirt piles on streets, garbage, and property maintenance and sidewalk snow clearing enforcement.”

Report

Current Level of Service

Bylaw enforcement activity is often a complaint-based process. In general, bylaws and policies exist that govern the majority of concerns raised by residents; however, limited resources, combined with less than ideal enforcement coordination, poses a challenge for the Administration to effectively provide the level of service desired by residents.

Over the last six months, there have been several improvements to the service level:

- A web-based complaint form was incorporated with the new website to improve customer service;
- Community Standards has coordinated a number of bylaw enforcement groups under one division (i.e. parking, zoning bylaw, right-of-way, sidewalk clearing); more will follow in time.
- Building Standards continues to respond to construction site complaints related to noise, refuse, site safety, and other issues as they arise; and
- The subdivision process has incorporated street sweeping requirements, enforced on a goodwill basis.

Meeting Resident Expectations in the Interim

The Administration is working on creating improvements related to key performance areas through the identified tactics:

- a) Responsive Customer Service
 - i) Creating single point for contact for residents, supported through the creation of a new Bylaw Enforcement Customer Service Coordinator position. This staffing adjustment was recommended in an August 19, 2015 report to Executive Committee. The position has not been included in the proposed budget but the adjustment proposed in this report will be considered during the 2016 Business Plan and Budget deliberations.
- b) Education and Communication
 - i) Creation of a good neighbour guide, based on best practices to encourage and facilitate communication between contractors and

Garbage and Debris Issues – Greenfield and Infill Development

residents to help both parties understand their respective roles and responsibilities.

- c) Bylaw and Policy Review
 - i) Review of Building Bylaw No. 7306 (Building Bylaw) – evaluate permitting conditions that will reinforce and support good-neighbour practices;
 - ii) utility cut practices review;
 - iii) drainage practices and bylaw review;
 - iv) subdivision process review; and
 - v) creation of a Bylaw Enforcement Committee to continue the alignment of bylaw enforcement across the corporation.

Administration recognizes that more work needs to be done to improve upon our service level.

Long-Term Strategy to Overcome Negative Impacts of Construction (24 to 36 months)

- a) The General Bylaw Compliance Section of Community Standards continues to pursue the goal of providing a coordinated response to all civic bylaw enforcement. Community Standards, in coordination with related business units and the use of the future 311 system, will provide an effective long-term strategy. The strategic plan of the General Bylaw Compliance Section is found in Attachment 1.
- b) Key Performance Factors in the Long-Term Strategy
 - i) Customer focused by providing a coordinated approach to customer service with quick and accurate responses.
 - ii) Fiscally responsible, funded through a combination of cost-recovery and taxpayer support.
 - iii) Reliant on bylaws, policies, and agreements that are enforceable with clearly communicated standards.
 - iv) Empowers compliance through clear education.

Public and/or Stakeholder Involvement

Stakeholder involvement will occur throughout the process towards meeting the long-term strategy. Primary stakeholders include the various internal enforcement units that already exist. Other stakeholders to be considered through a good practices education campaign will include the builders and developers responsible for greenfield and infill development.

In addition, internal stakeholder and public involvement will be important to developing a 311/CRM solution for Saskatoon. The Service Saskatoon 311/CRM initiative will develop a citizen engagement strategy aimed to better understand the attributes of an ideal service experience, preferences for the service channels, etc.

Communication Plan

A communication plan to support the long term strategy is under development through Community Standards. The communication plan will incorporate education, awareness, and will align with the future implementation of the 311 system.

The communication plan will be a two-step process beginning first with aligning the current enforcement units, understanding their level of service, and recommending improvements. The second step will be to create public education and awareness on rights and responsibilities in an easy to understand fashion. The public will also be informed of the improved bylaw enforcement process and the streamlined complaint process.

Policy Implications

Through the implementation of the long-term strategy, the Bylaw Enforcement Committee will identify and target bylaws and policy review.

In the implementation of the short- term initiatives, utility cuts, drainage, and the Building Bylaw will be reviewed in 2016.

Financial Implications

Long-term financial implications will be brought forward as enforcement units undergo appropriate service reviews.

Financial implications to improve the current level of service would involve one new FTE (recommended in an August 19, 2015 report to Executive Committee). The position has not been included in the proposed budget but the adjustment proposed in this report will be considered during the 2016 Business Plan and Budget deliberations.

The new FTE would provide critical bylaw enforcement customer service, coordination, and tracking. This position, in addition to receiving inquiries, is an essential component to build the business of tracking, dispatching, and following through on a defined level of service in bylaw enforcement. Total costs associated with this position are \$70,000 per year. Approximately \$45,000 would be recovered through fees and charges, with \$25,000 impacting the mill rate. Further exploration for user-pay types of fees and charges will be conducted as part of the ongoing work of the Bylaw Enforcement Committee.

Other Considerations/Implications

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

Due Date for Follow-up and/or Project Completion

A follow-up report will be submitted to Committee in June of 2016.

Public Notice

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

Garbage and Debris Issues – Greenfield and Infill Development

Attachment

1. Community Standards Strategic Plan

Report Approval

Written by: Kara Fagnou, Director of Building Standards

Reviewed by: Andrew Hildebrandt, Director of Community Standards

Alan Wallace, Director of Planning and Development

Carla Blumers, Director of Communications

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

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BF 062-15

General Bylaw Enforcement Section

DESCRIPTION

Community Standards was formed primarily to provide an effective and aligned general bylaw enforcement delivery model. This role has not previously existed and as such, this new section is to be built over the months and years ahead.

The General Bylaw Enforcement Section is envisioned to provide the key communication focal point that will be responsible for gathering and dispatching bylaw complaints. As the section develops, certain bylaw enforcement units will come into the division. Others will remain at arms-length. Regardless, the section will be responsible for ensuring accountability and effective delivery in bylaw enforcement throughout the corporation

CHALLENGES

- Bylaw responsibilities are currently spread out in a distributed model throughout the corporation
- Many different budgets and funding sources current support bylaw enforcement
- Multiple types of databases and tracking systems are used
- Bylaw enforcement skill sets vary greatly across the corporation
- Currently, bylaws are sometimes hard to read and interpret
- Increased awareness via social media creates a need for the City to provide effective responses to bylaw issues
- Moving, re-aligning roles, and reporting relationships of long-term staff, requires effective change management
- New responsibilities to coordinate this section require increased resources

PROGRAM EXPANSION

New Services

Customer Service Dispatch	Provide and develop a single point source to route all bylaw related inquires
Neighbour Friendly Bylaw Guide	Develop a guide to make bylaws easy to understand and educate residents on their responsibilities
Develop User Friendly Web-based interface	Provide accurate bylaw information in an easy to use form that directs and dispatches calls/inquiries accordingly
Consistent Delivery Model	Be the liaison between all corporate bylaw groups and develop collaborative relationships as required in order to provide consistent bylaw delivery
Accurate Bylaw Data Tracking	Build and maintain reporting system to track calls and hotspots and effectively report out to feed improved development initiatives
Policy Review and Revision	Build and provide a responsive policy framework to actively maintain a current and consistent set of bylaws

Expanded Scope

Increased Compliance Measures on Snow Clearing Bylaw	New expectations to gain snow clearing compliance will require revamped protocol and resource to maintain LOS
Explore Contract Service Opportunities	Develop pooled bylaw inspection needs and procure contract service opportunities, where appropriate
Align with Police Service and Fire Department	Understand the needs of Fire and Police, and provide effective and efficient service delivery

STRATEGIC GOALS PRIMARILY SERVED

- **QUALITY OF LIFE →** through providing clarity and support around the standards and bylaws that create a healthy community
- **ECONOMIC DIVERSITY AND PROSPERITY →** through providing appropriate compliance reviews and ensuring business can grow and thrive in harmony with the community's accepted standards
- **MOVING AROUND →** through enforcement of the traffic and right-of-way bylaws and seeking to gain compliance in an effective way
- **ENVIRONMENTAL LEADERSHIP →** through providing effective delivery of the various waste control and management bylaws
- **CONTINUOUS IMPROVEMENT →** through development of a new bylaw enforcement delivery model that utilizes tools and methods to improve efficiency and customer service

4 YEAR PRIORITIES

- Launch internal **Bylaw Enforcement Committee** –to be initiated in 2015
 - Bring together all areas of the corporation affected by bylaw enforcement to pool ideas and determine needs and look of a defined delivery team
- Develop and fill the role of **Customer Service Dispatch** – to be initiated in 2015
 - Develop position details and train appropriate resource.
 - Build and provide appropriate software and IT tools to effectively deliver
 - Advertise this communication focal point to streamline customer complaints
- Develop **Easy to Read Bylaw Guide** – already initiated, to be completed in 2015
 - Review and combine all bylaws in a user friendly manual to help residents to know what they are expected to do.
 - The goal will be to empower effective compliance through clear education
- Develop **Comprehensive Operating Budgets** – to be initiated in 2015
 - Review the needs of the current and future operating budgets and align them under a General Bylaw Enforcement cost centre
- Develop **Bylaw Amendment Framework** – to be initiated in 2016

- Build the dedicated team responsible to effectively avoid daily operations to focus on improve and creating new bylaws and standards
- Determine role with **Infill Policy Guidelines** – to be initiated in 2015
 - Understand the needs and shared roles with the corporation and develop proper licensing and compliance model to govern effective infill development
- Build **Contract Employee Enforcement Team** - to be initiated in 2016
 - Review simple pooled bylaw needs and develop cost effective 3rd party team, where appropriate
- Develop Bylaw **Tier-ing Model** to effectively set various LOS response times
 - Based on risk and life and safety aspects

10 YEAR STRATEGIES

- Ensure **effective delivery** by exploring uniformity around delivery via marketing and imaging
 - Explore consistent vehicle and attire options
- Provide **standardized training** to ensure consistent quality service and generate pride
 - Explore certification opportunities
 - Begin budgeting effectively for this provision
- Explore **centralization of enforcement unit** through effective physical locations within the city
 - Centralize office and fleet vehicle locations
- Review **the concept of precincts** to better align response times with LOS
 - Identify zones based on tracked hot-spot data
 - Secure locations for setup

PERFORMANCE TARGETS

Success Measures

- Immediate response time for “critical tier” bylaws
- 2 day response time for “basic tier” bylaws
- Increased year over year compliance rates due to effective communication and education
- Overall decrease in year over year infractions due to better communication and improved development standards

CONTINUOUS IMPROVEMENT

The development of the General Bylaw Enforcement Section of Community Standards is a continuous improvement initiative. This initiative has been identified and explored for many years and now it the right time to implement. All of the new and expanded services defined previously comprise the entire continuous improvement initiative that this section and division will aim to provide.