



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

Monday, May 30, 2016, 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

9 - 13

*Recommendation*

1. That the letter from Brent Penner, dated May 27, 2016 be added to item 7.1.10;

2. That the letters from the following be added to item 7.2.6:

Requesting to Speak

- Gord Enns, dated May 27, 2016; and

- Gord Androsoff, dated May 27, 2016;

3. That the letters from the following be added to item 7.2.7:

Requesting to Speak

- Charles Olfert, dated May 27, 2016;

- Deirdra Ness, dated May 29, 2016; and

4. That the agenda be confirmed as amended.

3. DECLARATION OF CONFLICT OF INTEREST

4. ADOPTION OF MINUTES

*Recommendation*

That the minutes of Regular Meeting of the Standing Policy Committee on

Planning, Development and Community Services held on May 2, 2016 be approved.

**5. UNFINISHED BUSINESS**

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

**6.1 Delegated Authority Matters**

- 6.1.1 Letter from Christine Gutmann, Project Manager P4G Regional Plan - Saskatoon North Partnership for Growth Regional Plan - What We Heard Report [File No. CK. 4250-1] 14 - 31**

**Recommendation**

That the information be received.

**6.2 Matters Requiring Direction**

- 6.2.1 2015 Annual Report - Advisory Committee on Animal Control [File No. CK. 430-63] 32 - 37**

**Recommendation**

That the information be received and forwarded to City Council for its information.

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

- 6.3.1 Harold Orr, Saskatoon, Regarding Passive House Standard and a Proposed Self Sustaining Community [File No. 4110-1] 38 - 38**

**Recommendation**

1. That the speaker be heard; and
2. That the information be received.

- 6.3.2 Jason Tratch, Saskatoon, regarding Decentralized Wastewater System Trends and Advanced MBR Technologies for Developments [File No. CK. 4110-1] 39 - 39**

**Recommendation**

1. That the speaker be heard;
2. That the information be received.

- 6.3.3 Gary Marvin, Kelowna, regarding Passive Housing and Communities, including a PowerPoint Presentation and submitted attachments [File No. CK. 4110-1] 40 - 52**

**Recommendation**

1. That the speaker be heard; and
2. That the information be received.

## 7. REPORTS FROM ADMINISTRATION

### 7.1 Delegated Authority Matters

- 7.1.1 **Approval for Advertising: Zoning Text Amendment – Communication Tower Regulations [CK. File No. 4350-016-003 x230-3 and PL. 185-3]** 53 - 55

#### **Recommendation**

1. That the advertising with 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 amendment; and
3. That the City Solicitor be requested to prepare the required bylaw to amend Zoning Bylaw No. 8770.

- 7.1.2 **Approval for Advertising – Proposed Zoning Bylaw No. 8770 Text Amendment – Future Urban Development District [File No. CK. 4350-016-004 and PL. 4350–Z21/15]** 56 - 62

#### **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.

- 7.1.3 **Approval for Advertising: Proposed Rezoning – From R1A to R1B – Nightingale Road, Bend, and Close – Kensington [File No. CK. 4351-016-006 and PL. 4350-Z13/15]** 63 - 68

#### **Recommendation**

1. That the advertising, with 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 amendment to Zoning Bylaw No. 8770; and
3. That the City Solicitor be requested to prepare the required

bylaw to amend Zoning Bylaw No. 8770.

- 7.1.4 Approval for Advertising: Proposed Rosewood Neighbourhood Concept Plan Amendment – Street Townhouse Sites and Core Park [File No. CK. 4110-40 and PL. 4131-33-5]** 69 - 74

**Recommendation**

1. That the advertising, with respect to the proposed amendment to the Rosewood Neighbourhood Concept Plan, be approved; and
2. That the General Manager, Community Services Department, be requested to prepare the required notices for advertising the proposed amendment.

- 7.1.5 Approval for Advertising: Proposed Rezoning – From FUD to R1A, R1B, R2, RMTN1, and RM3 – Aspen Ridge [File No. CK. 4351-016-008 and PL 4350-Z38/14]** 75 - 80

**Recommendation**

1. That the advertising, with 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 amendment 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 Land Use Applications Received for the Period Between April 15, 2016, to May 12, 2016 [File No. CK. 4000-5, PL 4350-1, PL 4132, PL 4355-D, and PL 4300]** 81 - 93

**Recommendation**

That the information be received.

- 7.1.7 Update and Next Steps for Pleasant Hill Village [File No. CK. 4131-31 and PL. 951-22]** 94 - 98

**Recommendation**

That the information be received.

- 7.1.8 2016 Assistance to Community Groups Grant Program, Social Services Category [File No. CK. 1871-3 and RS. 1870-2]** 99 - 106

**Recommendation**

1. That the recommended grants for 2016, totalling \$1,114,640

- under the Social Services Category, Assistance to Community Groups Grant Program, be approved; and
2. That the Administration be authorized to execute three-year funding agreements for the flagship organizations.

**7.1.9 Landscape Design and Development Standards for Parks and Open Space [File No. CK. 4139-1 and PK 4150-1] 107 - 179**

Administration will provide a presentation.

**Recommendation**

That the information be received.

**7.1.10 Street Activity Steering Committee – Request to Amend Panhandling Bylaw No. 7850 and Street Use Bylaw No. 2954 [File No. CK. 5000-1 and PL 5400-186] 180 - 187**

A letter requesting to speak from Brent Penner is provided.

**Recommendation**

That the information be received.

**7.1.11 Capital Project No. 2504 – Saskatoon Fire Department Purchase of Used Platform for Mobile Command Vehicle [File No. CK. File No. 1400-1 and FS. 1703] 188 - 190**

**Recommendation**

That the information be received.

**7.1.12 Saskatoon Fire Department – Emergency Measures Organization notify now City-wide Emergency Message Test – May 5, 2016 [File No. CK 270-1] 191 - 193**

**Recommendation**

That the information be received.

**7.2 Matters Requiring Direction**

**7.2.1 Revision of Procedure to Amend the Official Community Plan and Zoning Bylaws [File No. CK. 255-2 and PL. 4110-71-57] 194 - 196**

**Recommendation**

That the Standing Policy Committee on Planning, Development and Community Services recommend to City Council that the Administration be authorized to take the necessary steps to amend Council and Committee Procedure Bylaw No. 8198, to remove the requirement for the Standing Policy Committee on

Planning, Development and Community Services to authorize advertising of City-initiated amendments to Official Community Plan Bylaw No. 8769 and Zoning Bylaw No. 8770.

- 7.2.2 Indoor Playgrounds or Play Centres – Leisure Facilities [File No. CK. 5500-1 and RS 617-1]** 197 - 201

**Recommendation**

That the report of the General Manager, Community Services Department, dated May 30, 2016, be forwarded to City Council for information.

- 7.2.3 Status Report – Graffiti Cleanup [File No. CK. 5000-3 and RS 5600-1]** 202 - 204

**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 May 30, 2016 be received as information.

- 7.2.4 Innovative Housing Incentives – Saskatchewan Housing Corporation – 203 Baltzan Boulevard, 474 Boykovich Street, and 1528 37th Street West [File No. CK. 750-4 and PL 951-137]** 205 - 210

**Recommendation**

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

1. That funding of \$108,000 of the total capital cost of the construction of 12 affordable rental units at 203 Baltzan Boulevard, 474 Boykovich Street, and 1528 37th Street West, by the Saskatchewan Housing Corporation, to a maximum of \$9,000 per unit, be approved;
2. That a five-year tax abatement of the incremental property taxes, estimated at \$18,349, for the 12 affordable rental units be applied, commencing the next taxation year, following the completion of construction; and
3. That the City Solicitor be requested to prepare the necessary incentive and tax abatement agreements and that His Worship the Mayor and the City Clerk be authorized to execute these agreements under the Corporate Seal.

- 7.2.5 City Centre Plan Phase 4: Civic Precinct Master Plan Project Update [File No. CK 4130-1 and PL. 4130-22]** 211 - 220

### **Recommendation**

That the report of the General Manager, Community Services Department, dated May 30, 2016, be forwarded to City Council for information.

#### **7.2.6 Vacant Lot and Adaptive Reuse Incentive Program – Gardens as an Interim Use [File No. CK. 4110-45 and PL 4110-71] 221 - 228**

The following letters are provided:

##### Request to Speak

- Gord Enns, dated May 27, 2016; and
- Gord Androsoff, dated May 27, 2016.

### **Recommendation**

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

#### **7.2.7 Redevelopment of the South Caswell Transit Facility Site [File No. CK. 4110-43, x 600-27 and PL. 4110-19-11] 229 - 234**

The following letters are provided:

##### Request to Speak

- Charles Olfert, dated May 27, 2016; and
- Deirdra Ness, dated May 29, 2016.

### **Recommendation**

That the report of the General Manager, Community Services Department, dated May 30, 2016, be forwarded to City Council for information.

#### **7.2.8 Amended Schedule and Budget for the Development of the Saskatoon North Partnership for Growth Regional Plan [File No. CK 4250-1 and PL 4250-4] 235 - 246**

### **Recommendation**

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

1. That the new completion date of April 2017 and the fee adjustment, outlined in Attachment 1 of the May 30, 2016

- report of the General Manager of Community Services Department, for the development of the Saskatoon North Partnership for Growth Regional Plan be endorsed;
2. That, subject to endorsement of Attachment 1 of the May 30, 2016 report of the General Manager of Community Services Department by all Saskatoon North Partnership for Growth partner municipalities, the City Solicitor be requested to prepare the required amending agreement with O2 Planning + Design Inc. on behalf of the Saskatoon North Partnership for Growth partner municipalities; and
  3. That His Worship the Mayor and the City Clerk be authorised to execute the amending agreement as prepared by the City Solicitor, under the Corporate Seal.

**7.2.9 Arena Partnership – Terms of the Contribution Agreement for Capital Funding Toward the University of Saskatchewan’s Proposed Twin Pad Ice Facility [File No. CK. 5500-1, x 500-1 and RS 500-1]**

247 - 250

**Recommendation**

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

1. That the proposed terms of the Contribution Agreement, for the \$1.0 million capital contribution to a twin pad ice facility on the University of Saskatchewan property, be approved as outlined in the May 30, 2016 report of the General Manager, Community Services Department;
2. That the City Solicitor be requested to prepare the Contribution Agreement, based on the approved terms of the agreement; and
3. That His Worship the Mayor and the City Clerk be authorized to execute the agreement under the Corporate Seal.

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

**Kanak, Diane (Clerks)**

5000-1

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**From:** Brent Penner <brent.penner@dtnyxe.ca>  
**Sent:** May 27, 2016 1:44 PM  
**To:** Kanak, Diane (Clerks)  
**Cc:** Miller, Elisabeth (CY- Planning & Development)  
**Subject:** Request to Speak at Standing Policy Committee - PD&CS

Good afternoon Diane,

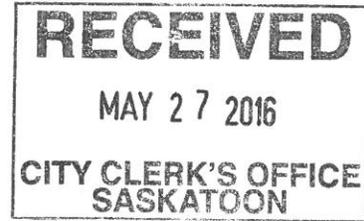
I would like to speak to the PD&CS Committee on Monday, May 30, 2016 with respect to the item at 7.1.10 of the meeting.

Thanks,

Brent

**Brent Penner**  
Executive Director  
D: 306.664.0709  
C: 306.227.8644  
**Downtown Saskatoon**  
242 Third Avenue South  
Saskatoon, SK S7K 1L9  
[DTNYXE.CA](http://DTNYXE.CA)

**From:** Gord Enns <saskatoon.foodcouncil@usask.ca> on behalf of Gord Enns <saskatoon.foodcouncil@usask.ca>  
**Sent:** May 27, 2016 3:35 PM  
**To:** City Council  
**Subject:** Form submission from: Write a Letter to Council



Submitted on Friday, May 27, 2016 - 15:34  
Submitted by anonymous user: 128.233.8.109  
Submitted values are:

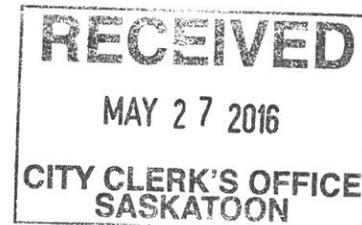
Date: Friday, May 27, 2016  
To: His Worship the Mayor and Members of City Council  
First Name: Gord  
Last Name: Enns  
Address: 425-221 Cumberland Ave  
City: Saskatoon  
Province: Saskatchewan  
Postal Code: S7N 1M3  
Email: saskatoon.foodcouncil@usask.ca

Comments:  
Dear Planning Development and Community Services Committee,  
This is a request to speak to the regularly scheduled committee meeting on Monday May 30 regarding the Vacant Lot and Adaptive Reuse agenda item 7.2.6  
I will be speaking on behalf of the Saskatoon Food Council that has organized input into the process leading to this proposed amendment. Other representatives include Jared Regier- Urban Farmer and Grant Wood - Univ of Saskatchewan professor of Plant Sciences. You will or have received a second submission from Gord Androsoff of CHEP, requesting to speak and including Michael Molaro -Green Roof Specialist and Brit MacDonald of the Saskatoon Food Bank and Learning Centre. We will speak in favour of the amendment and request two blocks of 5 minutes. Order of speaking is Gord Enns, Jared Regier, Grant Wood, Gord Androsoff, Michael Molaro and Brit MacDonald.  
Thanks.

Gord Enns  
Executive Director - Saskatoon Food Council  
306 221-9942

The results of this submission may be viewed at:  
<https://www.saskatoon.ca/node/398/submission/97775>

**From:** Gord Androsoff <gord@chep.org>  
**Sent:** May 27, 2016 2:11 PM  
**To:** City Council  
**Subject:** Form submission from: Write a Letter to Council



Submitted on Friday, May 27, 2016 - 14:11  
Submitted by anonymous user: 142.165.167.37  
Submitted values are:

Date: Friday, May 27, 2016  
To: His Worship the Mayor and Members of City Council  
First Name: Gord  
Last Name: Androsoff  
Address: 1120 20th Street West  
City: Saskatoon  
Province: Saskatchewan  
Postal Code: S7M0Y8  
Email: gord@chep.org  
Comments:

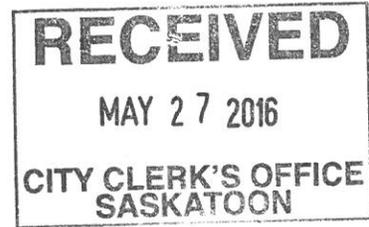
Myself and two other parties wish to speak to the recommendation for a 'vacant lot and adaptive reuse incentive program' before the Standing Policy Committee on Planning, Development and Community Services.

I will speak on behalf of CHEP Good Food, Ray Penner/Michael Molaro will represent Green Roof professionals in Saskatoon and Brit MacDonald will speak on behalf of the Saskatoon Food Bank and Learning Centre.

The results of this submission may be viewed at:  
<https://www.saskatoon.ca/node/398/submission/97757>

4110-43  
X 600-27

**From:** Charles Olfert <Charles.olfert@AODBT.com>  
**Sent:** May 27, 2016 3:19 PM  
**To:** City Council  
**Subject:** Form submission from: Write a Letter to Council



Submitted on Friday, May 27, 2016 - 15:18  
Submitted by anonymous user: 174.2.95.229  
Submitted values are:

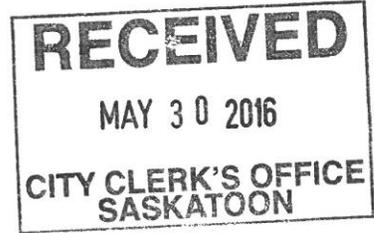
Date: Friday, May 27, 2016  
To: His Worship the Mayor and Members of City Council  
First Name: Charles  
Last Name: Olfert  
Address: 3131 Calder Place  
City: Saskatoon  
Province: Saskatchewan  
Postal Code: S7J 4W8  
Email: Charles.olfert@AODBT.com

Comments: I am writing to request the opportunity to speak to his Worship the Mayor and Members of City Council about Item 7.2.7 Redevelopment of the South Caswell Transit Facility Site during the Monday, May 30th meeting of the Planning, Development and Community Services Committee.

The results of this submission may be viewed at:  
<https://www.saskatoon.ca/node/398/submission/97767>

4110-43  
x 600-27

**From:** Ness, Deirdra - Caswell Hill Community Association (External)  
**Sent:** May 29, 2016 11:48 PM  
**To:** City Council  
**Subject:** Form submission from: Write a Letter to Council



Submitted on Sunday, May 29, 2016 - 23:48  
Submitted by anonymous user: 207.47.220.199  
Submitted values are:

Date: Sunday, May 29, 2016  
To: His Worship the Mayor and Members of City Council  
First Name: deirdra  
Last Name: ness  
Address: 150 Dore Cr  
City: Saskatoon  
Province: Saskatchewan  
Postal Code: S7K 4X7  
Email: dness@sasktel.net

Comments: On behalf of the Caswell Hill Community Association, I would like to speak at the Planning, Development and Community Services Committee on Monday, May 30 regarding: Redevelopment of the South Caswell Transit Facility Site [File No. CK. 4110-43, x 600-27 and PL. 4110-19-11]

The results of this submission may be viewed at:  
<https://www.saskatoon.ca/node/398/submission/98028>



4550-1



May 6, 2016

Ms. Joanne Sproule  
City Clerk  
City of Saskatoon  
222 3rd Avenue North  
Saskatoon, Saskatchewan S7K 0J5

Dear Ms. Sproule:

**Re: Saskatoon North Partnership for Growth Regional Plan – What We Heard Report**

At the April 28, 2016 meeting of the Regional Oversight Committee (ROC) for the Saskatoon North Partnership for Growth (P4G), the ROC passed a resolution as follows:

“That a copy of the What We Heard Report (body and appendix) be forwarded to the Cities of Warman, Saskatoon and Martensville, the Town of Osler, and the Rural Municipality of Corman Park for information.”

A copy of the What We Heard Report (body) has been attached. The Report and the Appendix can also be found at the following links:

- What We Heard Report - Body - [http://partnershipforgrowth.ca/static/assets/P4G\\_WhatWeHeardReport\\_P2.pdf](http://partnershipforgrowth.ca/static/assets/P4G_WhatWeHeardReport_P2.pdf)
- What We Heard Report - Appendix - <https://files.acrobat.com/a/preview/68e8bd31-d616-4b6f-b672-1311f98847f5>

Thank you,

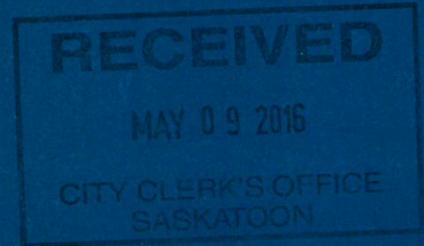
Christine Gutmann  
Project Manager, P4G Regional Plan  
Saskatoon North Partnership for Growth (P4G)  
Phone: 306-986-9734  
E-Mail: [Christine.Gutmann@saskatoon.ca](mailto:Christine.Gutmann@saskatoon.ca)

Cc: Randy Grauer, General Manager, Community Services (letter only)

# WHAT WE HEARD REPORT

Engagement Phase 2: February - March  
2016

April 20, 2016



SASKATOON NORTH  
PARTNERSHIP FOR GROWTH  
REGIONAL PLAN

Prepared for

Saskatoon North Partnership  
for Growth

Prepared by

O2 Planning + Design, Inc.

O2



SASKATOON NORTH  
PARTNERSHIP FOR GROWTH  
REGIONAL PLAN

## EXECUTIVE SUMMARY

Phase 2 of engagement for the Saskatoon North Partnership for Growth (P4G) Regional Plan project began with an open house on February 9, 2016 and formally closed on March 15, 2016. The objective of this stage of engagement was to present the draft Regional Land Use Map, draft Land Use categories, and proposed uses and gather feedback on these components.

A number of activities were used to engage the public, rights holders, First Nations representatives, and expert stakeholders, including:

- Open house, February 9, 2016 - 240 participants listed on sign-in sheet
- Information sessions, February 9 & 10, 2016 - 58 participants
- Questionnaire (available online and at open house) February 9 to March 15, 2016 - 89 completed
- Interactive map (available online and at open house) February 9 to March 15, 2016 - 123 comments

Diverse feedback was received. Recurring themes included the following:

- Many people liked the idea of taking a long-term approach to planning. However, others would prefer a regional plan with a shorter planning timeframe.
- There is general support for protection of important environmental features such as the swales, South Saskatchewan River valley, and native prairie grasses. Many individuals would like to see the Conservation + Drainage areas expanded. At the same time, some landowners were worried that the Conservation + Drainage category would limit their ability to develop their land.
- Some rural residents had concerns about interim uses allowed under the draft Regional Land Use Map. The proposed interim uses were seen as a constraint on the ability of landowners to subdivide and develop their land in areas designated for future urban growth.
- Urban residents tended to be concerned about the amount of future urban development on the draft Regional Land Use Map and its impact on important natural areas.

**This document is a summary of feedback received and does not recommend changes to be adopted.**



## PHASE 2 ENGAGEMENT OVERVIEW

The second phase of engagement for the Saskatoon North Partnership for Growth (P4G) Regional Plan took place from February 9th to March 15, 2016. The public, rights holders, First Nations representatives, and expert stakeholders were provided with opportunities to review and provide feedback on the draft Regional Land Use Map, draft Land Use Categories, and proposed uses. Activities included a public open house, two project committee information sessions, six invite-only information sessions, an online questionnaire, and an online interactive map. A number of individuals sent the project team letters and emails during this time, which are included in the appendix of this document. Additionally, the project team has and will continue to work closely with representatives from all of the First Nations with reserves or Treaty Land Entitlement land holdings within and near the P4G study area.

Overall, people provided diverse points of view. Recurring themes included the following:

- Many people liked the idea of taking a long-term approach to planning. However, others would prefer a regional plan with a shorter planning timeframe.
- There is general support for protection of important environmental features such as the swales, South Saskatchewan River valley, and native prairie grasses. Many individuals would like to see the Conservation + Drainage areas expanded. At the same time, some landowners were worried that the Conservation + Drainage category would limit their ability to develop their land.
- Some rural residents had concerns about interim uses allowed under the draft Regional Land Use Map. The proposed interim uses were seen as a constraint on the ability of landowners to subdivide and develop their land in areas designated for future urban growth.
- Urban residents tended to be concerned about the amount of future urban development on the draft Regional Land Use Map and its impact on important natural areas.

The first phase of engagement took place from May to July, 2015, and feedback received during this stage is summarized in the *What We Heard Report: Engagement Phase 1*.

## WHAT WE DID

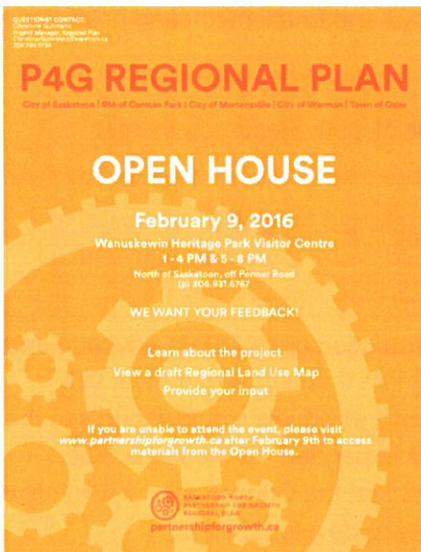
A number of activities were used to engage the public, rights holders, First Nations representatives, and expert stakeholders, including:

- Open house at Wanuskewin Heritage Park Visitor Centre - 240 participants listed on sign-in sheet
- Invite-only information sessions - 58 participants
- Questionnaire (available online and at open house) - 89 completed
- Interactive map (available online and at open house) - 123 comments

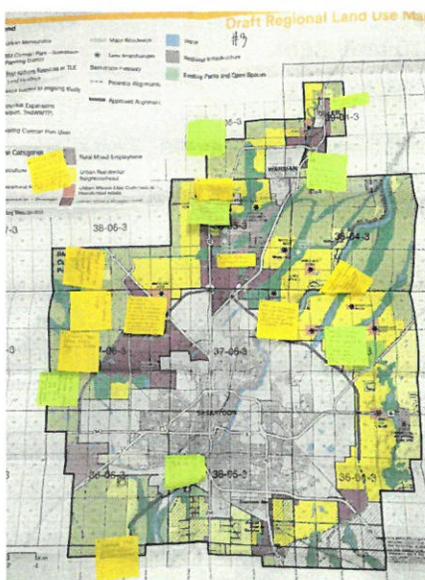
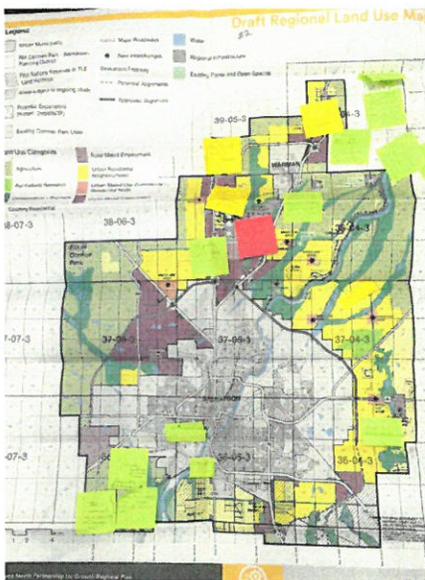
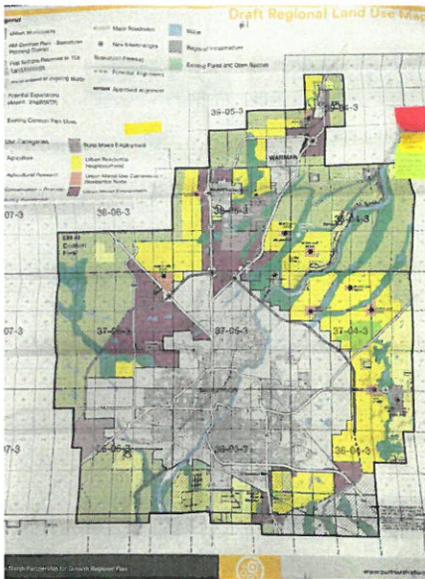
## ENGAGEMENT NOTIFICATION

The public was notified of engagement opportunities several weeks prior and leading up to the event through a combination of communications:

- Email invitations to open house and invite-only information sessions sent on January 22 and 25 to over 260 people
- Posters at municipal offices and other community venues
- Press release circulated on February 3 and 8
- Newspaper advertisements:
  - *Star Phoenix*: January 30 (section C), February 6 (forward section), and February 8 (forward section)
  - *Clark's Crossing Gazette*: January 28 (pg. 21) and February 4 (p. 12)
- Article in *Clark's Crossing Gazette* on February 4 (pg. 3)
- Social media posts (Twitter and Facebook posted simultaneously):
  - January 23: Open house announcement
  - January 29: Open house reminder
  - February 3: Open house reminder and press release announcement
  - February 9: Various open house posts (reminders and photos)
  - February 10: Online engagement announcement and link
  - February 16, 23: Online engagement reminder, deadline extension announcement
  - March 14: Deadline reminder
- Radio announcement on February 4 by Saskatoon Mayor Atchison
- Press conference on February 8 at Saskatoon Regional Economic Development Authority office



Open house poster.



Comments on open house maps. Photo credit: O2 Planning + Design.

## OPEN HOUSE

Date: February 9, 2016

The open house was held at Wanuskewin Heritage Park Visitor Centre to allow for convenient public access. O2 Planning + Design led the event and members from the Planning and Administration Committee (PAC) were present to answer questions. Twenty-two display boards provided project information, including an overview of the project and regional context, a summary of engagement to-date, the draft Regional Land Use Map, draft Land Use Categories, and the proposed intended, interim, and prohibited uses for each category.

Three copies of the draft Regional Land Use Map were provided for people to comment on using sticky notes. People were instructed to choose different sticky note colours depending on the type of feedback they wanted to provide:

- Something I like (pink)
- Something that could be improved (green)
- General comment (yellow)

Print copies of the questionnaire were provided at the open house, as were handouts that directed people to the online engagement opportunities.

### Participation

Over 240 people attended the open house, mostly residents of Corman Park or Saskatoon (see Figure 1 on the following page). Representatives from local private and public organizations also attended, including but not limited to those from Associated Engineering, Colliers, Intervalley Water Inc., Meewasin Valley Authority, Prairie Spirit School District, Saskatoon Airport Authority, SaskWater, and the University of Saskatchewan. Additionally, representatives from several First Nations and a representative from the Saskatchewan Ministry of Government Relations were also in attendance.

**Figure 1.** Open house turnout. Attendance numbers are based on the number of people recorded on the sign-in sheet.

## FEBRUARY OPEN HOUSE SIGN-IN

MUNICIPALITY	NUMBER OF PEOPLE	%
CORMAN PARK	82	34
MARTENSVILLE	9	4
OSLER	3	1
SASKATOON	109	45
WARMAN	12	5
OTHER*	10	4
UNKNOWN**	15	6
<b>TOTAL</b>	<b>240</b>	<b>100***</b>

*\*\*Other\* includes municipalities outside of the Saskatoon North P4G Region or organizations.*

*\*\*\*Unknown\*\* indicates people that left their location blank.*

*\*\*\*Percentages in Figure 1 add to 99% due to rounding.*

## INFORMATION SESSIONS

**Date: February 9 and 10, 2016**

Information sessions with expert stakeholders and First Nation representatives provided a forum for in-depth discussions. Each session included a 30-minute presentation followed by a question and discussion period. Information session attendance was by invitation.

### Participation

Information sessions were held with six groups of individuals:

- District Planning Commission - 4 attendees
- Broader Regional Committee - 13 attendees
- Service providers – 14 attendees
- Conservation organizations – 10 attendees
- Government representatives – 9 attendees
- Development industry representatives – 8 attendees

## QUESTIONNAIRE

**Date: February 9, 2016 - March 15, 2016**

**Participation:** 89 questionnaires completed: 17 paper copies, 72 online.

Questionnaires were made available in two ways. First, people could complete paper copies at the open house, or take them home and submit them until March 15, 2016 by email or fax. Second, people could complete them online until March 15, 2016. The questionnaire was

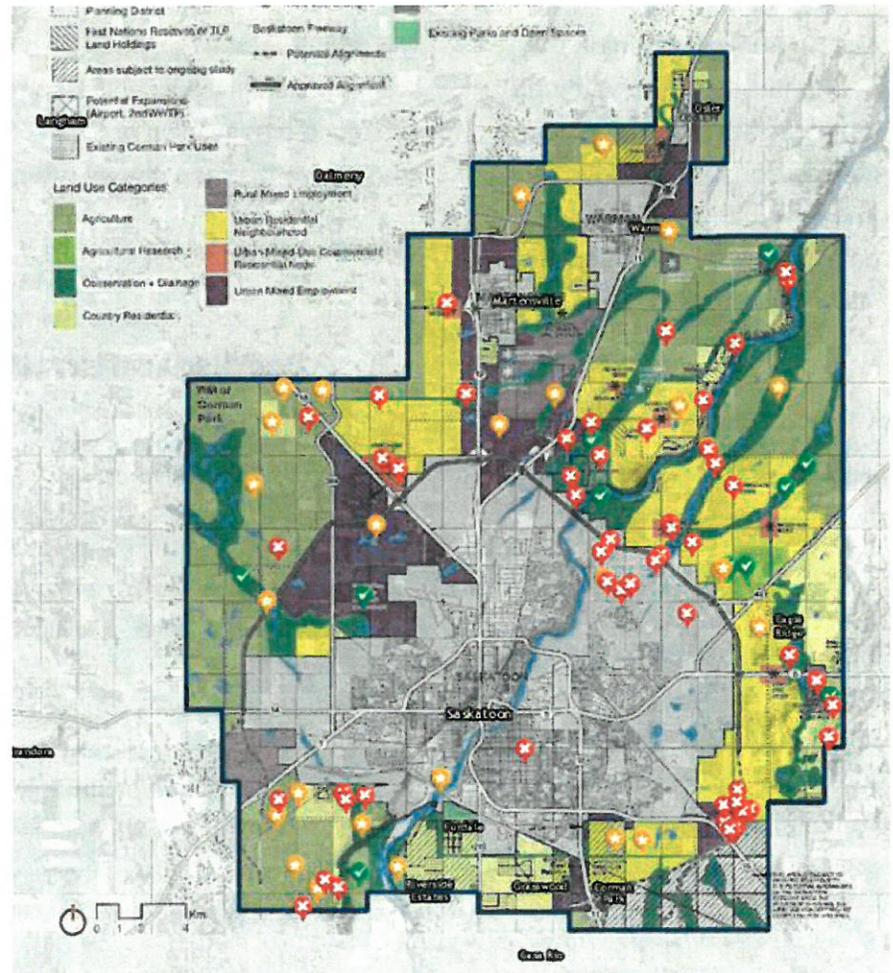
designed to capture feedback about the draft Regional Land Use Map and each draft Land Use Category.

## MAP COMMENTS

**Date:** February 9, 2016 – March 15, 2016

**Participation:** 123 comments: 39 open house comments, 84 online comments.

People could comment on the draft Regional Land Use Map in two ways. First, as explained previously, people could comment on the map at the open house using colour-coded sticky notes. Second, people could comment on the map online using colour-coded digital pins. Comments on the map tended to apply to specific locations, while comments in the survey tended to be more general, and the two activities were complementary.



## WHAT WE HEARD

The following section summarizes the comments received in the questionnaire and on the map. The appendix, available by request, contains a complete list of questionnaire responses, map comments, and letters and emails sent to the project team. Potentially identifying or confidential information has been removed.

## QUESTIONNAIRE

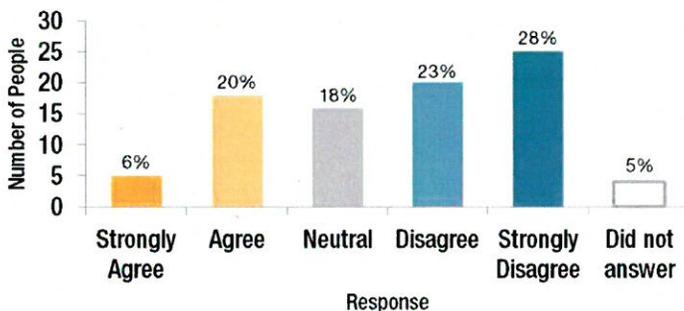
The questionnaire was designed to provide the project team with feedback and an understanding of the range of issues important to individuals in the region. Participants were asked to indicate how strongly they agreed or disagreed with statements about the draft Regional Land Use Map and draft Land Use Categories. The questions and a summary of responses are presented below.

### QUESTION 1. REGIONAL LAND USE MAP

The draft Regional Land Use Map represents how the region might accommodate the residential, commercial, and industrial growth needed to support a population of 1,000,000+ people. **In general, do you agree with where the map shows future development in the Region?**

#### SUMMARY OF RESPONSES

**Draft Regional Land Use Map Responses**



More people disagreed or strongly disagreed with the question than agreed or strongly agreed. People who agreed felt that the map balanced growth with sustainability. People who disagreed or strongly disagreed did so for two different reasons:

- Some people were concerned that the plan will limit the ability of landowners to develop their land. These individuals felt that the plan looks too far into the future, and wanted to see less land designated for urban growth.

“Not particularly keen on the size of anticipated population, but appreciative that planning is being done now, and with some recognition of the value and importance of wetlands, drainage and the natural landscape.”

“Restricts development of rural areas. Too large of an area.”

“I think there should be far less expansion to the north as this will negatively affect the Northeast Swale, one of the last vestiges of pristine prairie left in SK.”

- Some people also wanted to see less land designated for urban growth but for conservation reasons like protection of natural areas and habitat. These individuals wanted to see the Conservation + Drainage areas made larger.

### QUESTION 2. CONSERVATION + DRAINAGE

“Good in principle, but how will that be implemented? Will there be compensation provided?”

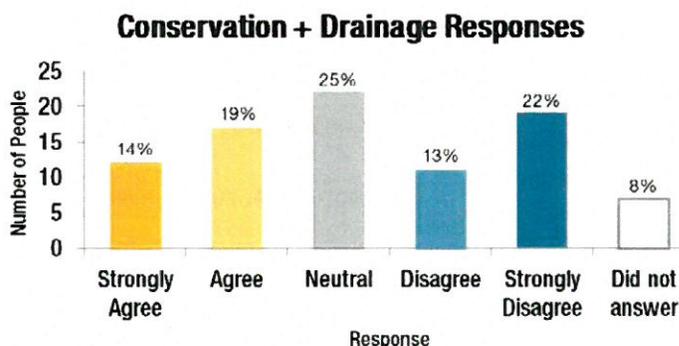
“I think the conservation/ drainage areas, including the areas that connect the networks, need to be much more generous. This would encourage biodiversity and improve water management.”

“I like the conservation area being set aside around Wanaskin but the conservation areas set aside around the NE Swale and the River is inadequate.”

“We agree that some areas are agricultural and should be designated as such but some land is very marginal and should be allowed to develop as residential or commercial”

The Conservation + Drainage land use category protects areas of potential flooding, wetlands, and other important environmental components. Water would flow here during storms and prevent flooding in other areas. This land could also be used for outdoor recreation, such as trails. The Regional Plan would limit development in these areas. **Do you agree with the areas and uses proposed for Conservation + Drainage?**

#### SUMMARY OF RESPONSES



Feedback was divided on this question. People were generally happy to see the protection of important natural areas, but many felt that even more areas should be designated as Conservation + Drainage. Some landowners felt compensation should be offered for land with this designation.

### QUESTION 3. AGRICULTURE AND AGRICULTURAL RESEARCH

Agriculture is a critical part of the economy and is a way of life for many people in the Region. The Regional Land Use map identifies areas where Agriculture and Agricultural Research uses are recommended over other forms development in the future. **Do you agree with the areas and uses proposed for Agriculture and Agricultural Research?**

“The loss of good agricultural land to low density acreage development is a concern. I hope we know what we are doing.”

“I did not see much agricultural use near the city. In fact I am even starting to worry what might happen to somewhat protected areas and land that currently is used by the University.”

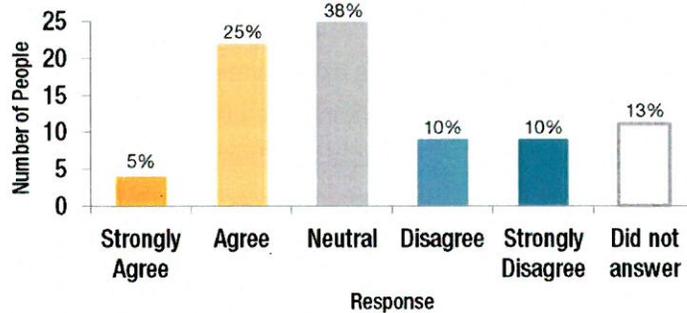
“Acreage development is appropriately limited by this plan. Good.”

“I don’t think we need as much country residential. I would rather more land be shifted to conservation and drainage or agricultural uses.”

“This area should have been extended to cover most of the map, as it is less imposing on the landowners rights. It gives the landowners some development opportunities.”

**SUMMARY OF RESPONSES**

**Agriculture and Agricultural Research Responses**



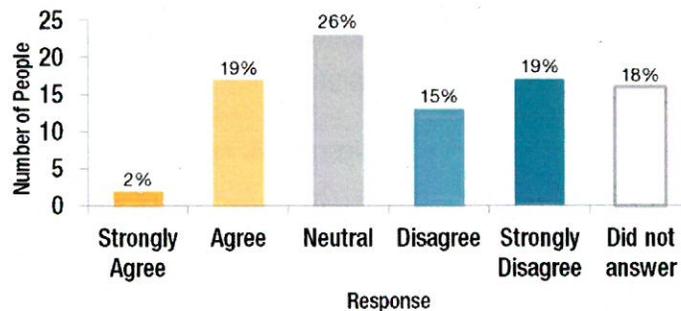
Most people skipped this question or replied they felt neutral. Some people felt that the market should decide how long land remains in agriculture, while others wanted to see more agricultural lands on the map. A third group of people supported agriculture but wanted to see less intensive types of agriculture near natural and urban areas.

**QUESTION 4. FUTURE RURAL DEVELOPMENT**

The Country Residential and Rural Mixed Employment land use categories represent where future rural development would be located throughout the Region. **Do you agree with the areas and uses proposed for Country Residential and Rural Mixed Employment?**

**SUMMARY OF RESPONSES**

**Future Rural Development Responses**



Most people skipped this question or replied they felt neutral. Some people favoured denser types of development over Country Residential, or thought the area with this designation should be reduced to preserve agricultural and natural areas. Others wanted to see more agricultural lands designated as Country Residential, as the designation allows landowners to pursue more subdivision and development.

“I like that the plan builds in the idea of ‘complete communities,’ with jobs close to where people live, another plus.”

“Plan is far too restrictive for present landowners. If you want the land then buy the land!”

“As long as we are able to financially support the cost of the infrastructure needed. I am loathe to see extensive suburbs.”

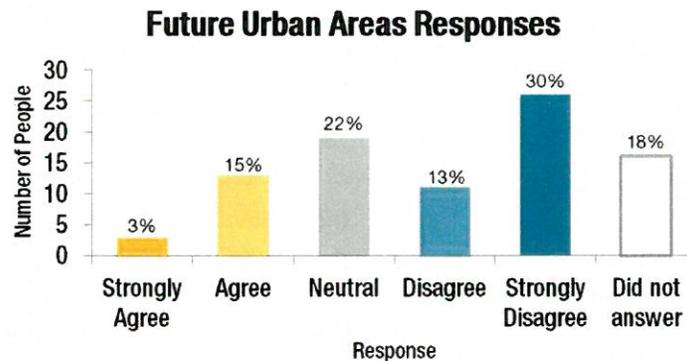
“Limits landowner opportunity to subdivide or develop land.”

“It is less important to care about cost effectiveness than it is for ecological and active (biking, walking, etc) commuting.”

### QUESTION 5. FUTURE URBAN AREAS

The Urban Residential Neighbourhoods, Urban Mixed-Use Commercial / Residential Node, and Urban Mixed Employment land use categories represent where new urban growth would be located throughout the Region. This land is needed to support most of the Region’s projected population and employment growth. **Do you agree with the areas and uses proposed for future urban areas?**

#### SUMMARY OF RESPONSES



People disagreed with this question more than any other question. People who agreed thought that growth was generally balanced. The majority of people who disagreed were concerned that the amount of land designated for urban growth was unfair and felt that the interim uses limited landowner rights. Some individuals were concerned about the urban footprint for conservation reasons and wanted to see less development near the swales and South Saskatchewan River valley.

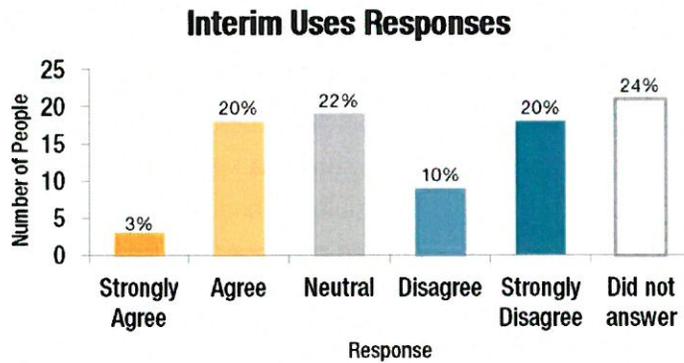
### QUESTION 6. INTERIM USES

The Regional Plan guides growth over time. It would specify interim land uses that could occur in an area until the intended use occurs. This would help ensure that long-term uses are not compromised and that the infrastructure needed to service the land can be built cost-effectively. **Do you agree with the interim uses listed under the draft land use categories?**

“Appreciate the thought given to this aspect.”

“Conservation areas should NOT be able to be used for agricultural areas. Cultivating land destroys it for animals that are in danger that need it, such as burrowing owls, ducks and prairie dogs. The two do not mix”

#### SUMMARY OF RESPONSES



Many people skipped this question. Of those who disagreed with the interim uses, the most common concern was they the uses limit the ability of rural landowners to develop their land. A smaller number of people felt that cultivation agriculture should not be allowed as an interim use in the Conservation + Drainage network.

#### QUESTION 7. GENERAL FEEDBACK

**Please let us know if you have any other thoughts about the draft Regional Land Use Map and the materials presented about the plan.**

#### SUMMARY OF RESPONSES

The following are some of the responses we received to this question. They represent the wide range of feedback the project team received:

“Whomever owns the land should control the land.”

“This looks like an attempt to steal the landowners right to benefit from their investment in their land.”

“The regional plan should address transportation, for example connecting the proposed mixed-use nodes. The land use map should include major roadways that support this growth. Also, public transportation should be addressed.”

“Everyone can agree that sprawl is bad. So why are we planning for it?”

“I want to see the city grow sustainably and with as little impact to our environment as possible. I would like to see more land used for high density living, such as apartments and condominiums. What I have seen so far seems good though. Thank you a lot for letting the residents have a say.”

“Appreciate this large collaborative effort.”

## MAP COMMENTS

The map activity was designed to provide the project team with feedback for improvement to the draft Regional Land Use Map, and an understanding of the range of values held by individuals in the region.

We received 123 comments on the map during phase two of engagement (see Figure 2).

**Figure 2.**  
Number of comments on the maps at the open house and online, according to the type of comment left.

### NUMBER OF MAP COMMENTS

COMMENT TYPE	OPEN HOUSE	ONLINE	TOTAL
I LIKE	3	9	12
NEEDS IMPROVEMENT	21	51	72
GENERAL	15	24	39
<b>TOTAL</b>	<b>39</b>	<b>84</b>	<b>123</b>

Comments on the map tended to apply to specific locations and in many cases were related to specific quarter sections of land. In addition to noting ideas for improvement or areas of concern, the project team categorized all comments by theme in order to determine the range of issues identified through this activity. These themes are based on patterns that emerged as the comments were read and compared. Comments are summarized on the following pages.

THEME	WHAT WE HEARD
<b>Conservation + Drainage</b> (22 comments)	<ul style="list-style-type: none"> <li>Natural areas are valued for their natural beauty, conservation value, and recreational opportunities</li> <li>Conservation + Drainage Corridors are too narrow and should be expanded</li> <li>Specific suggestions for areas that should be designated as Conservation + Drainage</li> <li>Add a buffer zone around the base of the Strawberry Hills for aesthetic and ecological protection</li> </ul>
<b>Policy</b> (16 comments)	<ul style="list-style-type: none"> <li>The RM of Corman Park is giving up too much control to urban municipalities</li> <li>Lift “zoning freeze”</li> <li>Happy to see that long-term planning is being done now</li> <li>Elements of the Regional Plan are still vague</li> </ul>
<b>Infrastructure</b> (16 comments)	<ul style="list-style-type: none"> <li>Public transit (bus or light rail transit) links between P4G municipalities</li> <li>Suggestions for alignment of the Saskatoon Freeway</li> <li>Support for 2nd wastewater treatment plant</li> </ul>
<b>Intensification of Agriculture Designation</b> (12 comments)	<ul style="list-style-type: none"> <li>We received a number of comments that specific parcels of land should be classified as Country Residential or employment lands instead of Agriculture. Land was identified as having little agricultural value due to soil conditions, moisture conditions, or proximity to intensive land uses. The project team is evaluating these comments.</li> </ul>
<b>Map Corrections</b> (11 comments)	<ul style="list-style-type: none"> <li>Add future North Commuter Parkway</li> <li>Add South Circle Drive to map</li> <li>Add Chappell Marsh, a Ducks Unlimited property. It is mistakenly categorized as Country Residential</li> <li>Show Osler lagoon and expansion on the map</li> </ul>
<b>Swales</b> (9 comments)	<ul style="list-style-type: none"> <li>Swales should be protected from development</li> <li>Concern about proximity of future urban development to swales, and the impact of infrastructure provision</li> </ul>
<b>Settlement Patterns</b> (9 comments)	<ul style="list-style-type: none"> <li>Surprised that there is so little growth planned to the west of Saskatoon</li> <li>Complete communities are important</li> <li>What’s the rationale for the location of the Mixed-Use nodes?</li> </ul>
<b>Study Area Boundary</b> (7 comments)	<ul style="list-style-type: none"> <li>Land within urban municipal boundaries should be considered in the plan</li> <li>The Study Area boundary should be much closer to the existing Planning District Boundary</li> <li>Remove District 4 from the Study Area</li> <li>Study Area boundary should be extended to include important drainage area east and southeast of Osler</li> </ul>
<b>Wanuskewin</b> (6 comments)	<ul style="list-style-type: none"> <li>Support for Wanuskewin conservation hub</li> <li>Concern that buffer around Wanuskewin is too narrow</li> </ul>
	<ul style="list-style-type: none"> <li>Concern that Wanuskewin too close to Urban Mixed Employment lands and the future Saskatoon Freeway</li> </ul>
<b>South Saskatchewan River</b> (4 comments)	<ul style="list-style-type: none"> <li>Conservation + Drainage corridors should be wider around the river</li> <li>Public access should be maintained along the river valley</li> </ul>

<b>Agriculture</b> (4 comments)	<ul style="list-style-type: none"> <li>• Agriculture is an important part of the region's history</li> <li>• Concern that some currently farmed land is classified as Conservation + Drainage</li> </ul>
<b>Settlement Patterns</b> (2 comments)	<ul style="list-style-type: none"> <li>• Support for Mixed-Use Nodes in Urban Residential Neighbourhoods</li> <li>• A lot of growth is in the east, why is there so little in the west?</li> </ul>
<b>Agricultural Research</b> (2 comments)	<ul style="list-style-type: none"> <li>• Agricultural research lands east of Saskatoon are important and should be expanded</li> </ul>
<b>Native Prairie</b> (2 comment)	<ul style="list-style-type: none"> <li>• Plan should include protection of remnant native prairie</li> </ul>
<b>Airport Lands</b> (1 comment)	<ul style="list-style-type: none"> <li>• Airport lands are important for the whole region</li> </ul>

April 28, 2016

Secretary, Standing Policy Committee on  
Planning, Development & Community Services

Re: **2015 Annual Report**  
**Advisory Committee on Animal Control (ACAC)**

The mandate of the Advisory Committee on Animal Control is to advise City Council, through the Standing Policy Committee on Planning, Development & Community Services, on all policy matters relating to animal services in the community. This annual report is in keeping with the requirement of City Council that the Advisory Committee on Animal Control report on its activities for the previous year.

### **2015 MEMBERSHIP**

The Advisory Committee on Animal Control has a membership of 10 individuals as appointed by City Council. Following is a list of committee members for 2015:

Councillor Zach Jeffries  
Ms. Diane Bentley, Chair, representing the general public  
Ms. Cassandra Stinn, Vice-Chair, representing the general public  
Dr. Edward Hudson, representing the general public  
Ms. Andrea Ziegler, representing the general public  
Ms. Melissa Gieni, representing the general public  
Ms. Maggie Sim, representing Saskatoon Public Health  
Dr. Duncan Hockley, representing Western College of Veterinary Medicine  
Dr. Michael Powell, representing Saskatoon Academy of Veterinary Practitioners  
Mr. D. Truscott, representing the S.P.C.A. replaced by Dr. Sandra Neumann  
(September 2015)

In addition to the members, the Committee receives information and advice from the following individuals:

Open Space Consultant Chelsie Schafer  
Solicitor Derek Kowalski replaced by Solicitor Jodi Manastryski (September 2015)  
Pest Management Supervisor Jeff Boone  
Inspector Dale Solie, Saskatoon Police Service  
Ms. Eva Alexandrovici, Executive Director, Saskatoon Animal Control Agency  
Ms. Patricia Cameron, Executive Director, Saskatoon S.P.C.A.  
Ms. Debby Sackmann, Committee Assistant

## **MEETINGS**

The Advisory Committee on Animal Control meets on the fourth Thursday of every month, with the exceptions of July, August, and December.

## **REPORT:**

## **REPORTS, REFERRALS AND REQUESTS**

The Advisory Committee reviewed and/or received information on the following items:

- The Saskatchewan S.P.C.A. will no longer be enforcing *The Animal Protection Act*, as of March 31, 2016
- Updates to *The Animal Control Bylaw, 1999 No. 7860* and *The Dangerous Dog Bylaw, 2003, No. 8176* including changes to the section on nuisance/barking dogs to make it less onerous for the complainant
- Corman Park Off Leash Parks, Chief Whitecap Park and Junor Avenue, the behavior including dog attacks at these locations, and the jurisdictional issues in prosecuting these incidents
- Multi-pet households and the appetite for a bylaw to provide a limit
- Regular updates regarding impounding service statistics from the S.P.C.A.
- Requested an update from Administration on the feasibility of multi-year licensing (administration will respond in 2016)
- Advantages and disadvantages of pet licensing

## **COURT REPORTS**

The Committee reviewed court reports on a monthly basis; the Office of the City Solicitor provided explanation and clarification. A summary of these reports is provided (Attachment 1).

## **OPEN SPACE CONSULTANT UPDATES**

Monthly updates were provided by the Open Space Consultant on issues such as:

- 1) Off leash area to be developed at Pierre Radisson Park
- 2) City process to identify and scan deceased domestic animals when picked up by Public Works and the possibility of owners to direct disposal of identified pets
- 3) Pet+Me Rewards Program
- 4) Sign Design for off leash areas
- 5) Clean up of the off leash parks (significant amount of glass reported)
- 6) Speed of cyclists through off leash parks and risk to off leash dogs
- 7) Dog Day of Summer
- 8) Contract with Insightrix Research Inc. to provide market research regarding pet licensing
- 9) Number of pet licenses issued from 2010 to 2015

## **2015 INITIATIVES**

In June of 2011, the Animal Bite Awareness Campaign was initiated. In 2014, the sub-committee agreed that it would be most effective to employ the media talents of TAP Communications to further educate pet owners of their responsibility to prevent bites. Prior to closing in 2015, in coordination with the sub-committee, Tap Communications produced an educational video entitled, "Good Dogs Bite Too." This video has been added to the City's website for informational purposes. The bite statistics concerning exposure to rabies for 2015 are provided (Attachment 2).

## **2016 INITIATIVES**

The Advisory Committee will continue to provide advice to City Council on any policy matter relating to Animal Services in the City of Saskatoon as requested.

The Dog Bite Campaign will continue in 2016 as the Advisory Committee will explore new initiatives throughout the year.

## **ATTACHMENTS**

1. 2015 Annual Court Report, Animal Control Bylaw Prosecutions - City of Saskatoon, Office of the City Solicitor
2. Bite Statistics 2015

Yours truly,



*for*

Andrea Ziegler, Chair  
Advisory Committee on Animal Control

**2015 ANNUAL COURT REPORT****Animal Control Bylaw Prosecutions - City of Saskatoon**

Convictions/Orders	2015		2014	
	No.	Average Fine	No.	Average Fine
Dog at Large	23	\$300.00 + 60.00 surcharge	24	\$300.00 + \$60.00 surcharge
Dog at Large	3	\$250.00 + \$50.00 surcharge		
Dog at Large	20	\$200.00 + \$50.00 surcharge	1	\$200.00 + \$60.00 surcharge
Dog at Large			15	\$200.00 + \$50.00 surcharge
Dog at Large	72	\$100.00 + \$50.00 surcharge	66	\$100.00 + \$50.00 surcharge
Dog at Large			1	\$100.00 + \$40.00 surcharge
Dog at Large	1	\$100.00 surcharge waived	3	\$100.00 surcharge waived
Dog at Large			3	\$50.00 + \$40.00 surcharge
Dog No Leash	1	\$100.00 + \$50.00 surcharge		
Dog with No License	2	\$350.00 + \$60.00 surcharge	2	\$350.00 + \$60.00 surcharge
Dog with No License	14	\$300.00 + \$60.00 surcharge	8	\$300.00 + \$60.00 surcharge
Dog with No License	89	\$250.00 + \$60.00 surcharge	77	\$250.00 + \$60.00 surcharge
Dog with No License			3	\$250.00 surcharge waived
Dog Fail to Wear ID	1	\$150.00 + \$50.00 surcharge	5	\$150.00 + \$50.00 surcharge
Dog Fail to Wear ID	1	\$100.00 + \$50.00 surcharge	3	\$100.00 + \$50.00 surcharge
Dog Fail to Wear ID	6	\$50.00 + \$40.00 surcharge	7	\$50.00 + \$40.00 surcharge
Dog in Prohibited Area	1	\$100.00 + \$50.00 surcharge		
Fail to Remove Excrement			1	\$100.00 + \$50.00 surcharge
Fail to Remove Excrement	1	\$300.00 + \$60.00 surcharge		
Dog Feces Accumulate	1	\$100.00 + \$50.00 surcharge		
Barking/Howling (Nuisance)	2	\$100.00 + \$50.00 surcharge	2	\$100.00 + \$50.00 surcharge
Dangerous Dog (charge)			1	\$500.00 + \$80.00 surcharge Order to Confine Issued
Dangerous Dog (charge)	1	\$500.00 + \$50.00 surcharge		
Dangerous Dog (charge)	11	\$250.00 + \$60.00 surcharge Order to Confine Issued	9	\$250.00 + \$60.00 surcharge Order to Confine Issued
Dangerous Dog (charge)	1	\$300.00 + \$60.00 surcharge		
Dangerous Dog (hearing)			1	Order Issued
Fail to Comply with Dangerous Dog Order			1	\$1000.00 + \$400.00 surcharge

**Office of the City Solicitor**  
**2015 ANNUAL COURT REPORT**  
**Animal Control Bylaw Prosecutions - City of Saskatoon**

Convictions/Orders	2015		2014	
	No.	Average Fine	No.	Average Fine
Fail to Comply with Dangerous Dog Order	3	\$500.00 + \$60.00 surcharge	1	\$500.00 + \$80.00 surcharge
Fail to Comply with Dangerous Dog Order	2	\$1,500.00 + \$600.00 surcharge		
Cat at Large	1	\$300.00 + \$60.00 surcharge	1	\$300.00 + \$60.00 surcharge
Cat at Large	6	\$200.00 + \$50.00 surcharge	2	\$200.00 + \$50.00 surcharge
Cat at Large	23	\$100.00 + \$50.00 surcharge	14	\$100.00 + \$50.00 surcharge
Cat at Large			2	\$100.00 + \$40.00 surcharge
Cat at Large			1	\$50.00 + \$40.00 surcharge
Cat with No License	1	\$350.00 + \$60.00 surcharge		
Cat with No License	24	\$250.00 + \$60.00 surcharge	17	\$250.00 + \$60.00 surcharge
Cat with No License	2	\$300.00 + \$60.00 surcharge		
Cat No Collar	1	\$100.00 + \$50.00 surcharge		
Cat No Collar			1	\$50.00 surcharge waived
<b>Total Convictions/Orders</b>	<b>314</b>		<b>272</b>	
<b>Other Outcomes</b>				
Withdrawn	32		24	
Dismissed	27		25	
<b>Total Other Outcomes</b>	<b>59</b>		<b>49</b>	
<b>Total Charges Before Court</b>	<b>373</b>	<b>\$59,050.00 + \$17,330.00 surcharge</b>	<b>321</b>	<b>\$53,250.00 + \$14,860.00 surcharge</b>

Only those violations dealt with by the Court are recorded in this report.  
The number of fines paid voluntarily are not included.



**Jodi Manastyrski,**  
Solicitor

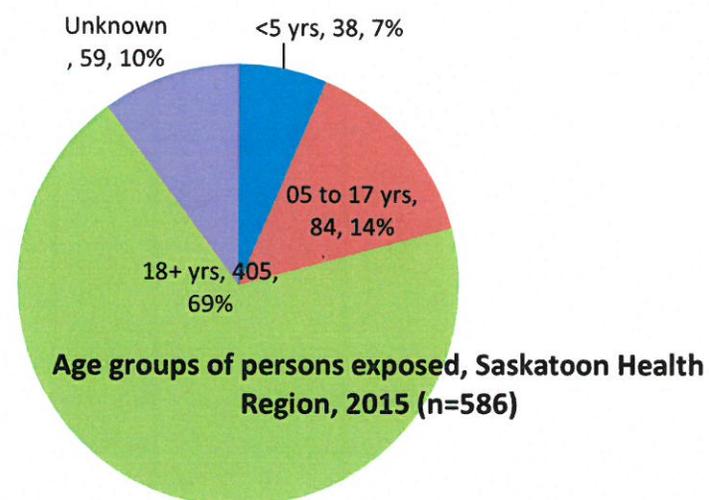
cc: Advisory Committee on Animal Control (Office of the City Clerk)  
Eva Alexandrovici, SACA  
City Solicitor

## Total animal exposures by species, Saskatoon Health Region, 2011-2015

Animal Exposures	2011	2012	2013	2014	2015
Dog	229	261	302	369	359
Cat	104	100	155	159	174
Skunk	8	9		1	5
Equine	5	9	1	0	1
Bat	34	30	21	13	33
Other species	36	51	28	41	14
<b>Total animal exposures (all species)</b>	<b>416</b>	<b>460</b>	<b>507</b>	<b>583</b>	<b>586</b>

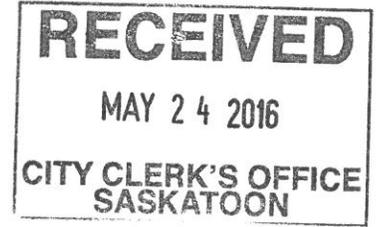
90%

- In addition to the 586 animal exposures reported were 74 reports where no human exposure occurred.



**From:** Harold Orr <h.m.orr@sasktel.net> on behalf of Harold Orr <h.m.orr@sasktel.net>  
**Sent:** May 23, 2016 3:15 PM  
**To:** City Council  
**Subject:** Form submission from: Write a Letter to Council

Submitted on Monday, May 23, 2016 - 15:14  
Submitted by anonymous user: 174.4.4.50  
Submitted values are:



Date: Monday, May 23, 2016  
To: His Worship the Mayor and Members of City Council  
First Name: Harold  
Last Name: Orr  
Address: 1317 Wilson Crescent  
City: Saskatoon  
Province: Saskatchewan  
Postal Code: S7J 3J8  
Email: h.m.orr@sasktel.net  
Comments:

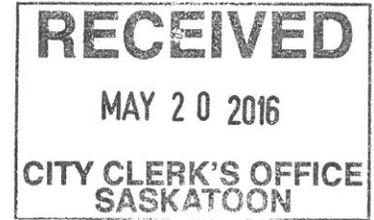
I am Harold Orr I first came to S in 1949 to take engineering at U of S and completed my master of science degree.  
In 1977 I was involved in the design and construction of the Saskatchewan Conservation House. This house which uses less than 10% of the energy to heat has been the inspiration for somewhat improved energy codes, the R2000 standard for new houses, and the Passive House standard which is now required in all buildings in most of Europe.

Saskatchewan gets D- on environmental report card  
Conference Board of Canada ranks province last in nation. If we had taken the lessons we got from the Saskatchewan Conservation House and started building everything to that standard 35 years ago we would likely be rated A+ instead of D-. But now we need to retrofit all the houses that have been built in the last 35 years as well as all the houses that were already built in 1980. And the sad part is we still don't have building standards that need to be in place that would reduce our energy consumption to about 10% of what we are presently building.

The C of S should be requiring all new construction to be built to the Passive House Standard as is being done in Europe. Since this is not eminent I think a good start would be to build a self-sustaining community that would be built to the Passive House Standard, the Buffalo Ranch Project.

The results of this submission may be viewed at:  
<https://www.saskatoon.ca/node/398/submission/96219>

**From:** Jason Tratch <jason.tratch@galexgroup.com>  
**Sent:** May 20, 2016 11:38 AM  
**To:** City Council  
**Subject:** Form submission from: Write a Letter to Council



Submitted on Friday, May 20, 2016 - 11:37  
Submitted by anonymous user: 207.228.78.120  
Submitted values are:

Date: Friday, May 20, 2016  
To: His Worship the Mayor and Members of City Council  
First Name: Jason  
Last Name: Tratch  
Address: 506 Swab Court  
City: Saskatoon  
Province: Saskatchewan  
Postal Code: S7J5B8  
Email: jason.tratch@galexgroup.com

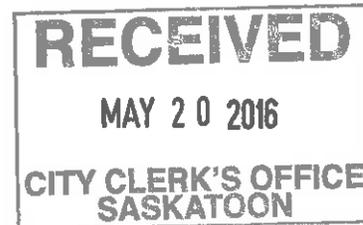
Comments:

I plan to speak for 5 minutes as part of the group associated with GaryMarvin (Architect) and the Buffalo Ranch Development. My topic items include: Decentralized Wastewater System Trends, Advanced MBR technologies in Canada, USA & SK, commonality of MBR treatment and water recovery and reuse (who is already doing this locally and outside SK), primary benefits (costs, quality, risk, environmental, health, flexibility).

Thank you  
Jason Tratch

The results of this submission may be viewed at:  
<https://www.saskatoon.ca/node/398/submission/95821>

**From:** Gary Marvin <arch-plan@shaw.ca> on behalf of Gary Marvin <arch-plan@shaw.ca>  
**Sent:** May 20, 2016 1:33 AM  
**To:** City Council  
**Subject:** Form submission from: Write a Letter to Council



Submitted on Friday, May 20, 2016 - 01:33  
Submitted by anonymous user: 174.4.4.50  
Submitted values are:

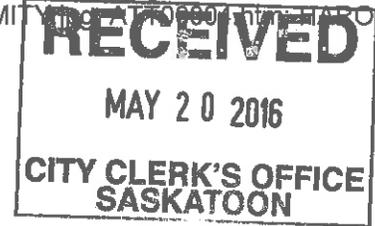
Date: Friday, May 20, 2016  
To: His Worship the Mayor and Members of City Council  
First Name: Gary  
Last Name: Marvin  
Address: 539 S. Westside Road  
City: West Kelowna  
Province: British Columbia  
Postal Code: V1Z 3S2  
Email: arch-plan@shaw.ca

Comments: After 45 years of practicing architecture and planning, I would like to share some innovative and progressive approaches as to how we can be providing our new living environments, in a healthier and more sustainable manner, in all ways. The holistic approach to be presented provides possible manifestations of the 'Lean Initiative' concept, which is currently being called for globally, as a consequence of COP21, six months ago in Paris.

The results of this submission may be viewed at:  
<https://www.saskatoon.ca/node/398/submission/95720>

4110-1

**From:** Sproule, Joanne (Clerks)  
**Sent:** May 20, 2016 6:40 AM  
**To:** Couture, Suzanne (Clerks)  
**Subject:** Fwd: From 'Passive House' to 'Passive Community'  
**Attachments:** PROPOSAL.doc; ATT00001.htm; PIONEER AWARD (SMALLER).jpg; ATT00002.htm; Saskatoon-Arena (smaller).jpg; ATT00003.htm; PROXIMITY.jpg; ATT00004.htm; HAROLD AWARD.JPG; ATT00005.htm



Sent from my iPhone

Begin forwarded message:

**From:** "GARY MARVIN" <[arch-plan@shaw.ca](mailto:arch-plan@shaw.ca)>  
**To:** "Sproule, Joanne (Clerks)" <[Joanne.Sproule@Saskatoon.ca](mailto:Joanne.Sproule@Saskatoon.ca)>  
**Subject:** From 'Passive House' to 'Passive Community'

**Joanne;**

Please disperse the following message c/w attachments, to the following Members of Council in preparation for the May 30th presentation.

Councillors: D. Hill, T. Davies, Z. Jeffries, P. Lorje, T. Paulsen, as well as His Worship, Mayor Don Atchison.

Our 3 member team will be submitting their own 'applications to present' on Monday.

Thanks for any assistance and best regards,

Gary Marvin

**Date: May 19, 2016**

Dear Honorable Member of Council;

My name is Gary Marvin and I have been practicing Architecture, Planning, and Development for over 45 years. You may recall that I was the architect who originated the Downtown (Dntn) Site Option for the Arena in Saskatoon about 30 years ago. It's extremely serendipitous that the subject has arisen again. On Pg 8 of the April 23rd, 2016 edition of the Star Phoenix, the following article appeared:

Three decades reveal dashed arena dream | Saskatoon StarPhoenix.

The Mayor once said that 30 years ago, he himself was a strong supporter of the Dntn site option, and agrees with the following statement:

***"If the arena had been placed Dntn, the accumulated taxes which would have been generated from potential - yet unrealized - residential and office developments in downtown Saskatoon - compounded over 30 years - would likely be close to \$1 B. Money that would otherwise be in the City's coffers, right now."***

Please see the attached [Saskatoon-Arena.jpg](#) rendering from back then. Ironically the site is mostly intact and is still available, 30 years later.

**Gary Marvin**, being the originator of the Downtown Arena Proposal, is hopeful that the **Standing Policy Committee on Planning, Development, and Community Services (SPC)** will lend credence to the following 'PASSIVE COMMUNITY' proposal.

Today I am providing you with information regarding a plan to help the Passive House evolve into the Passive Community. It is a development project which will go beyond benefiting the City of Saskatoon, the RM of Corman Park, and the Province itself; it will potentially have a global impact; as did the Regina Conservation House, built 40 years ago by **Mr. Harold Orr** and his team. Mr. Orr recently turned 85 (April 30th), and is as lively as the day he first conceptualized the conservation house, 40 years ago!

This proposal responds well to the stated goals of the Paris Conference (COP21).

The Premiers will be gathering again in the not too distant future to present possible contributions from the Province of Saskatchewan, and I believe 'conservation based construction' should be one of them. What Harold Orr's team achieved 40 years ago has now become the target to aim for, regarding the efficiency of 'passive buildings'. Considering this fact, there is no reason why the province can't once again, lead the way on passive communities.

Attached to this email is a copy of The Pioneer Award received by **Mr. Harold Orr** just last year. His team led the 'conservation based construction' movement forty years ago, and here's an opportunity for Saskatchewan to do it again, now!

Please read: 'Passive home' movement a success in Germany, but not in Saskatchewan where it started - Saskatchewan - CBC News

**OBJECTIVE: To win the City of Saskatoon's and the Provincial Gvt's endorsement (not funding) for the Passive Community at the Buffalo Ranch**

**NB: The RM of Corman Park has already endorsed this proposal 'in principal', at the April 11, 2016 Council meeting (see the 4th attachment, please).**

**NB: The purchase of the 90 acre 'South River Bison Company' closed very recently, on May 1st, 2016.**

We are thankful that each of our three-member team is scheduled to have at least 5 minutes of presentation time to the SPC of the City of Saskatoon, at the next meeting scheduled for this coming 30th of May. We look forward to explaining how the CoS can help achieve some of the goals outlined in the Paris Conference (COP21)

This current proposal may offer possible applications for both of the SaskPower and SaskBuilds Programs, announced by the re-elected Provincial Gvt. These programs reflect ambitious plans to encourage more use of renewable energy and cleaner power sources. We will be demonstrating how new construction must and can respect the simple fact that

**the least expensive energy there is ... is the energy we save.**

Saskatchewan's image regarding climate change would benefit significantly from once again leading the world in 'conservation based construction'. The goal is to demonstrate how to avoid the unnecessary emission of GHG's over the coming century, as a benefit to the entire planet; it is expected that many others will once again follow Saskatchewan's lead. Involving the following provincial government programs should help a 'win-win-win' solution to manifest to the benefit of all.

1. SaskPower details ambitious plans for more renewable power sources | Saskatoon StarPhoenix

2. Home • SaskBuilds

**Jason Tratch** (tech info at: Proteus Waters) is the 3rd member of our 3-member team. Jason is linked with KOCH's top level executives and engineers. Mr. Tratch states:

***"Using the MBR system, we can service new bldgs for possibly as little as 10% of the cost of conventional 'centralized treatment plants' with long-pipe distribution systems."***

If distillation is added to the grey water from the MBR recycling system, we achieve 100% pure potable water at 0.2 cents per US Gallon, as opposed to \$10/gal in the store. The 5% of the total water required as potable will be cleaner than any water coming out of any of the City of Saskatoon's existing long-pipe distribution system.

Melting glaciers and growing urban populations, indicate the need to prepare our cities for a different tomorrow. We must immediately embrace 'water recycling' c/w 'stand-alone and portable sewage treatment plants' as the most sustainable management policy today.

Please note that the CoS is already currently out-sourcing use of this newer technology for its own disposal of accumulating waste. This indicates the City's acceptance of this technology; obviously, the decision to apply taxpayers' dollars into this technology, brings with it significantly improved cost-effectiveness.

### CONCLUSIONS:

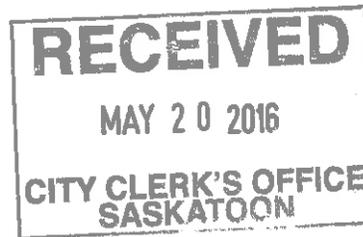
- ❖ Embracing new and tested technological solutions to providing necessary services will itself, provide the extra funds required to build superior, less energy demanding buildings and communities going forward.
- ❖ It can be demonstrated that embracing newer technology actually offers financial benefits to the private sector, encouraging it to build more sustainably in today's world.
- ❖ No funds, grants, or financial assistance, beyond what is already being, or will be, offered to the public in general, is being requested from ANY level of government regarding this proposal; proving that private market 'repeatability' w/o Gvt assistance is not only financially feasible, but actually can generate greater profits.
- ❖ We do request however, that this endeavor be recognized as a 'special' project, deserving the necessary expediency to the rezoning and building permit processes. The sooner we get to the construction phase, the better.
- ❖ In order to achieve 'truly' sustainable living, it is paramount to demonstrate the attractive economic feasibility of 'going green' along with the importance of taking ALL life-cycle cost factors into consideration.'

Please take time to read the embedded articles and the attached files; especially the '**PROPOSAL**'. This 5 page document provides a broader perspective of this **\$600M proposal** (at final build-out).

Thank you for your time,

Gary Marvin MAIBC

250-864-7144



4110-1

Page 1

## BUFFALO RANCH PROPOSAL May 19th, 2016

On behalf of Arch-Plan Inc., please accept this proposal for a 90 acre gently-sloping site, on the west bank of the South Saskatchewan River. NB: Most of the land gently slopes down to the South/ South-east, perfect for 'Passive Building Design'. Globally recognized Mr. Harold Orr has agreed to participate on the design team, to help the 'Passive House' evolve into the 'Passive Community'.

### Vision Statement:

The main intent is to reapply the site, currently known as the 'South River Bison Company', and build it out as an 'Demonstration Project', to encourage a more holistic approach to land development and 'complete communities'.

Self-sustainability with a 'zero-carbon footprint' (ie: No GHG's) and private market 'repeat-ability' are the two most intrinsic aspects of our development goals; both critical when considering a 100 year expected life-cycle, it's important to 'get it right'. The gently sloping site faces South and is totally amenable to Passive Buildings, the highest target to aim for regarding energy conservation

A recent RFP in the Evergreen community was won using a design by Arch-Plan Inc. The unique planning concept encouraged a community which prefers an active walking life-style, within a green, village-like environment. It reclaims ALL the land usually devoted to serving the car (including roads, driveways, and outdoor parking). The proposed design reapplies this land surface as landscaped and recreational uses, prioritizing people's needs over cars.

### Density & Location:

The Evergreen design achieved a density of 30 dwellings per acre, without one car on the surface of the entire 9.6 acre site! Today it is well recognized that 'densification' is a major plank in the 'going green' platform. The quickly growing demographics of the Saskatoon Region has brought about the need to convert currently rural lands, directly into medium-density urban use; At the same time, weaning our population off its costly dependency on the private automobile, is itself going through major evolution re 'driverless' cars.

Page 2

It is our position that toning down the 30 unit/acre density applied at Evergreen, and aiming more at 22 dwellings per acre, would allow for even more green space connecting the 10 acre 'hamlets'; a more appropriate density for this 90 acre parcel. The site's location is about 1/3 the distance from the Central Business District (CBD) of downtown Saskatoon as are the fast growing cities of both Warman and Martensville. It is also 4 kms due east of the N-W Industrial Area, itself growing at an inordinate rate.

The gently sloping site faces South and is totally amenable to Passive Buildings, the highest target to aim for regarding energy conservation

### **Complete Community:**

A complete community includes 'aging in place' services, as well as government assisted housing for both Seniors and 'Families in Need'. It also includes areas for commercial and retail services (mixed-use development), as the community grows and evolves. It will provide employment for many of the residents and access to services for all, again encouraging a reduced dependency on the car.

### **Services:**

Water , sewage treatment, and renewable energy supply, will be delivered as part of a complete package, by the developer; One 'SHARED' electric car will be supplied by the developer for each building.

### **PROTEUS Water Treatment:**

As presented to the Reeve by Mr. Jason Tratch, on August 21<sup>st</sup>,2014, stand alone water and sewer services are now 'do-able'!!! This system is endorsed by both the Government and the University of Saskatchewan...it is currently contracting with the CoS to treat and dispose much of the City's over abundance of waste...

Please see <http://www.proteuswaters.com/>

PROTEUS, provides 98% pure water out of one pipe and high grade sludge out another, which can be used as a treated fertilizer, meeting current health standards; then sold to provide income. It can also be used to reclaim energy as an anaerobic digester, demonstrating an entirely new paradigm in the provision of services, from water and sewer supply to food production in community gardens.

-

## **Page 3**

### **Financial advantages**

- Not having to rely on 'old school' and very costly centralized water and sewer services, allows more of the tax-payers money to be

applied to 'passive' social housing, schools, youth centres, etc.

- Property tax revenue from 1980 dwellings on the 90 acre parcel, will conceivably deliver \$6M annually to the Jurisdiction(s) Having Authority, (at final build-out within 10 years)...

NB: Currently, it delivers \$5400/yr. - less than 1/1000<sup>th</sup> proposed revenue.

- By utilizing newer technology to supply water and sewer, it is now possible to deliver pure potable water at 15% of the costs of central treatment plants with miles of shifting underground pipes.

- The current manner of providing these outdated services presents an unsustainable budgeting model, when life-cycle, maintenance costs are accounted for.

- Instead of having to spend \$30,000 per dwelling for water and sewer, it can now be provided for \$3000 per dwelling; thus leaving an extra \$27,000 per dwelling, to achieve true 'passive buildings', complete with underground parking and a comprehensive, energy smart design.

- The phased build-out could be achieved within the next decade; if Saskatoon continues growing at 2%... requiring 2000 dwellings/yr.

- This development will target 10% of predicted annual demand - 200 du/yr, which could be seen as aggressive; until one considers that 35% of projected new jobs, until 2050, are to be located only 4 kms away - at the N-W Industrial Area...biking, jogging, scooter, and walking distance away!!

- The build-out of 200 dwellings per year will provide numerous jobs in the construction industry during the phased 10 year period.

- Some mortgage providers are now recognizing the significantly lower 'operating and maintenance costs' associated with passive buildings; consequently they are able to offer more attractive mortgage terms to the owners, buyers, and renters.

#### Page 4

#### Land Utilization:

The naturally south sloping topography will allow wonderful panoramic views of the river itself, for the vast majority of the dwellings. There also exists the opportunity to utilize south facing 'passive building design' concepts over the entire development, to great advantage.

The soils are amenable to PWF wall construction in the parkades; allowing more affordable underground parkade construction; much appreciated during Saskatoon's cold winters.

NB: The PWF wood walls sequester carbon rather than create it, as does its major competitor – concrete - a noted extremely high GHG producer & emitter, - at three times the cost of PWF walls.

Eight 10-acre 'hamlets' will each be built out as time demands. Each hamlet will house approximately 200 dwellings with a green, car-less surface, without any streets, driveways or parking lots. Only one of the hamlets will be utilized for single-family housing, which is part of a complete community. A wide variety of housing choices will be offered for sale or rent.

10 acres will be dispersed throughout the community as mixed-use buildings, providing services, and retail/office space, with higher density residential above. In total, approximately 40 of the 90 acres will be utilized as connectivity green-space, park areas, gardens, recreation, and wildlife corridors.

**What a great place to raise a family!** Being so close to nature is now proven to have recognizably beneficial effects on our state of health, both physiologically and psychologically. Children growing up in this kind of environment will consider themselves rather fortunate, when compared to the alternative living environments currently being offered by Saskatoon's development industry in general. Even the Saskatchewan Assoc. of Architects is pleading for more novel approaches to housing, relative to the product currently being built.

#### **Proximity to Work:**

Being only 4 kms to the work-place, will be seen as a major bonus to many of our future owners and residents. Today's multi-residential projects built in the fast developing N-E area of the City, is located 8 times the travel distance each way, each day, to work and then back home. Future bridges will alleviate this problem, however not as conveniently as being 4 kms away. Think 'Sony Industries'.

#### **Page 5**

In fact, the proximity of 'home' to 'work-place' could likely help reduce the need for two-car families to own and maintain their 2<sup>nd</sup> car, entirely; thereby saving approximately \$8000 (after-tax dollars), for each family, annually! As well, there will be one electric 'share' car provided by the developer in each building.

#### **Provincial Government Position re Renewables:**

Crown Utility SaskPower has announced plans to have up to 50% of power come from renewable sources by 2030. On Nov., 23, 2015, Mr. Bill Boyd, Minister

responsible for SaskPower, said: *"I think this is a realistic plan that we believe the people of Saskatchewan will support"*.

The SaskBuilds Program is currently entertaining proposals which apply the P-3 concept, to encourage more efficient use of technology in an effort to help the Province go 'green and clean'.

Some banks now recognize lower life-cycle operating and maintenance costs associated with energy-efficient buildings; enabling better mortgage terms.

ZERO funds are being requested from any level of government, beyond what is currently, or is to be, offered to the public at large, regarding programs encouraging renewable energy. Our goal is to prove that this long overdue application of holistic thought regarding development is both, achievable and repeatable, without Government assistance.

**Closing:**

It is hoped that the two participating municipal entities will endorse the concepts being proposed and assist the progress through the rezoning process, in the most proficient manner possible.

This project could gain major recognition, not only for the City and RM; it will also help the Province of Saskatchewan display its response to COP21 in a very effective and globally appreciated way, as did the Regina House in 1977.

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Gary Marvin Architect AIBC  
tel: 1-250-864-7144



*Passive House*

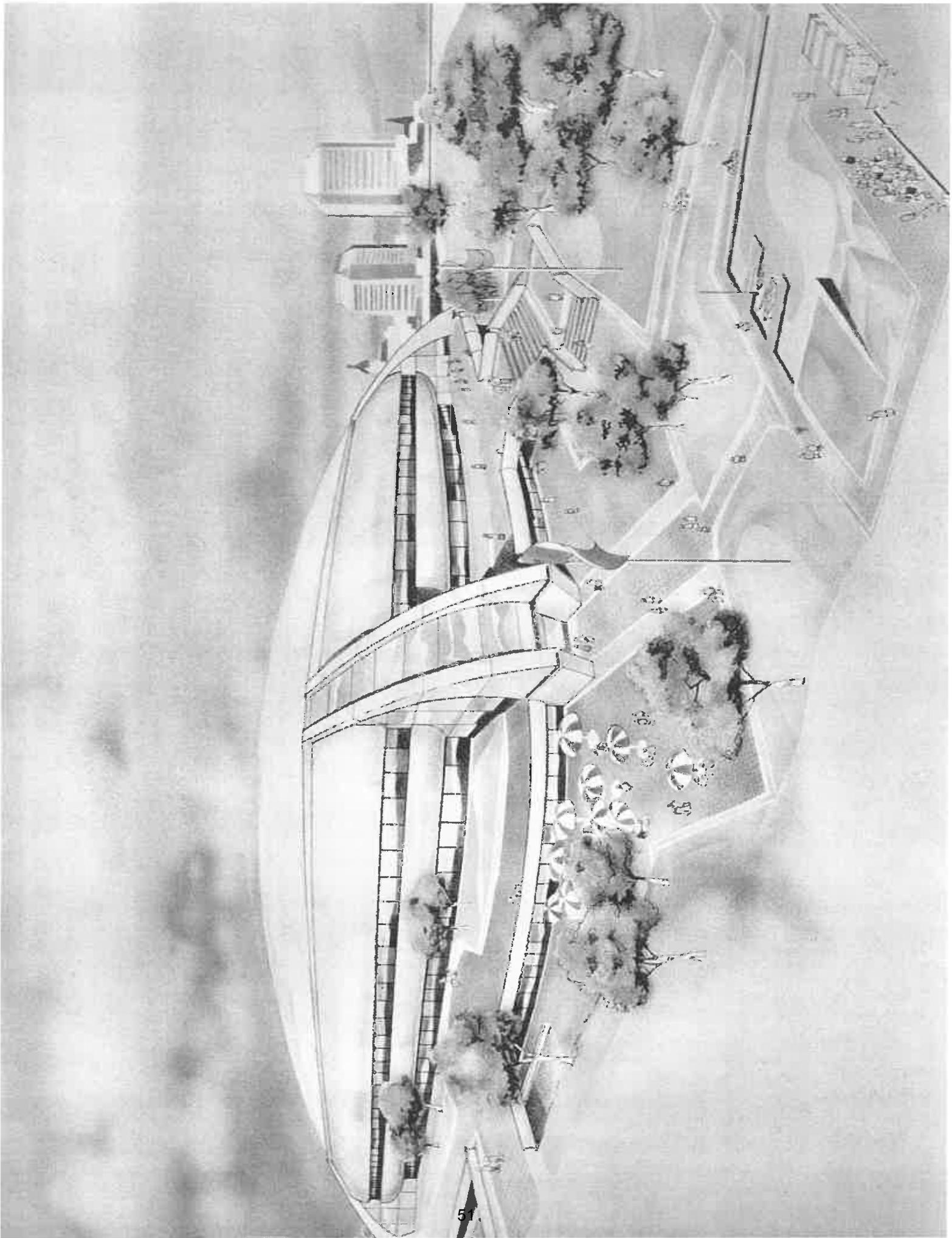
# Pioneer Award

## 2015

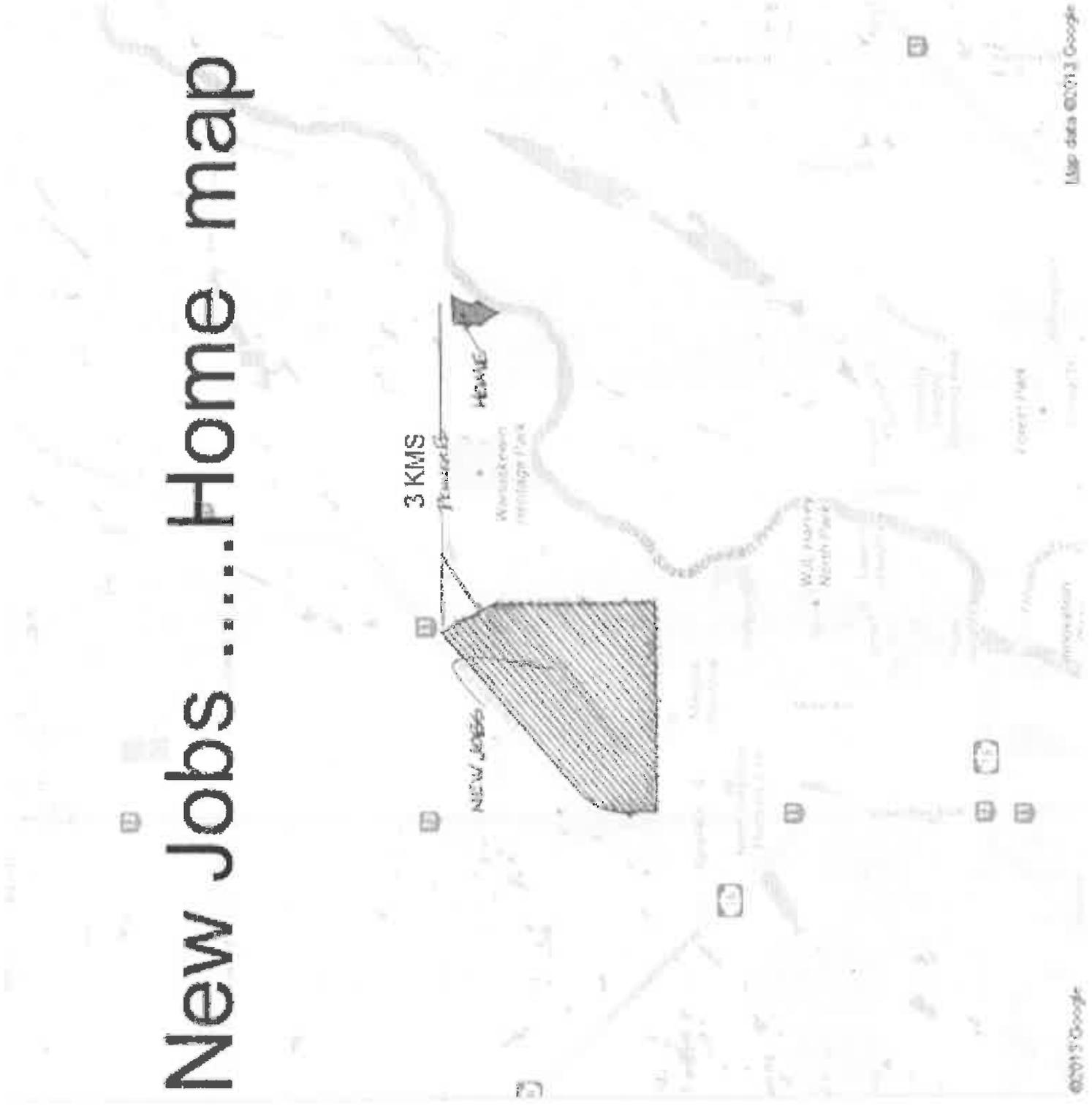
Saskatchewan Conservation House  
Regina, Canada  
Built in 1977

Team: Harold Orr  
Gary Marvin  
Robert Besant  
Oliver Drerup  
Rob Dumont  
David Eyre

Passive House Institute



# New Jobs ..... Home map



Map data ©2013 Google

©2013 Google

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## Approval for Advertising: Zoning Text Amendment – Communication Tower Regulations

### Recommendation

1. That the advertising with 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 amendment; 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 the recommendation to amend Zoning Bylaw No. 8770 to update communication tower regulations to align with Antenna Systems Policy No. C09-037.

### Report

The Administration is recommending amending the Zoning Bylaw No. 8770 (Zoning Bylaw) to align communication tower regulations with Antenna Systems Policy. No. C09-037.

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

This amendment will be considered by the Municipal Planning Commission (MPC) on May 31, 2016. See Attachment 1 for the report that will be considered by MPC, which provides further detail on the recommended amendment.

### Option to the Recommendation

The Committee could decline to approve the required advertising for the proposed amendment. 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 the Municipal Planning commission on May 31, 2016: Zoning Text Amendment – Communications Towers Regulations

### 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/2016/PD – Approval for Advertising – Zoning Text Amendment – Communication Towers Regulations/gs

ROUTING: Community Services Dept. – SPC on PDCS  
May 30, 2016 – CK File No. 4350-016-003 x230-3 and PL File No. 185-

DELEGATION: N/A

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## Zoning Text Amendment – Communication Tower Regulations

### Recommendations:

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 Zoning Bylaw No. 8770 amendments, be approved.

### Topic and Purpose

The purpose of this report is to consider amendments to Zoning Bylaw No. 8770 to update communication tower regulations to align with Antenna Systems Policy No. C09-037.

### Report Highlights

1. Zoning Bylaw No. 8770 (Zoning Bylaw) currently requires public consultation for communication towers erected in an R (Residential) or M (Institutional) District only.
2. The proposed amendment to the Zoning Bylaw would clarify that communication towers are permitted in all zoning districts, provided public consultation protocols established by City Council are met.

### Strategic Goal

This report supports the City of Saskatoon's (City) Strategic Goal of Continuous Improvement by monitoring and updating City Bylaws as required.

### Background

In February 2014, Industry Canada announced changes to their Antenna Tower Siting Policy that require telecommunication companies to work closely with local communities when proposing new communication towers. These changes require consultation for commercial antenna structures, no matter what the height of the tower, or distance to residential areas. An amendment to the Zoning Bylaw would ensure consistency between the Zoning Bylaw and Antenna Systems Policy No. C09-037, as well as federal regulations.

### Report

#### Current Regulations

The Zoning Bylaw requires that any communication tower proposed to be erected in any R (Residential) or M (Institutional) District shall be subject to appropriate public consultation processes as established by City Council. Other zoning districts are not included in the Zoning Bylaw communication tower regulations.

## Zoning Text Amendment – Communication Tower Regulations

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### Summary of Proposed Zoning Bylaw Amendments – Section 5.27

The proposed amendment to Section 5.27 of the Zoning Bylaw would clarify that commercial communication towers erected in any district shall be subject to public consultation processes, as required by Antenna Systems Policy No. C09-037. Exceptions to this requirement, including amateur radio antennae and communication towers used for temporary events, are included in Antenna Systems Policy C09-037. The amendment would also provide appropriate setback guidelines for communication towers consistent with the zoning district in which they are located.

### **Options to the Recommendation**

City Council may request revisions to the proposed amendments. This is not recommended as the amendments align the Zoning Bylaw with Antenna Systems Policy No. C09-037, as well as federal regulations.

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

Public and/or stakeholder consultations were not required.

### **Other Considerations/Implications**

There are no financial, 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**

There is no due date for follow-up required.

### **Public Notice**

Public notice is required for consideration of this matter, pursuant to Section 11(a) of Public Notice Policy No. C01-021. Once approval is given by the Standing Policy Committee on Planning, Development, and Community Services, a notice will be placed in The StarPhoenix two weeks prior to the public hearing date at City Council.

### **Report Approval**

Written by: Daniel McLaren, Planner, Planning and Development Division  
Reviewed by: Alan Wallace, Director of Planning and Development  
Approved by: Randy Grauer, General Manager, Community Services Department

S:/Reports/2016/PD – Zoning Text Amendment – Communication Tower Regulations/gs

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## Approval for Advertising – Proposed Zoning Bylaw No. 8770 Text Amendment – Future Urban Development 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 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 an amendment to Zoning Bylaw No. 8770 to:

- a) provide for home-based businesses to operate accessory to a one-unit dwelling in a Future Urban Development (FUD) District;
- b) allow for additional interim uses, including outdoor recreation uses, parks, and playfields, recreation vehicle and equipment storage, and passenger vehicle storage in an FUD District; and
- c) require screening for outdoor storage areas in the FUD District.

### Report

Planning and Development is recommending an amendment to Zoning Bylaw No. 8770 (Zoning Bylaw) to the FUD District to allow for additional interim uses in areas of the city of Saskatoon that have been identified for future urban development within city limits.

Approval from the Standing Policy Committee on Planning Development and Community Services to advertise this amendment is required, pursuant to Public Notice Policy No. C01-021, prior to the public hearing.

The amendment will be considered by the Municipal Planning Commission (MPC) on May 31, 2016. See Attachment 1 for the report that will be considered by MPC, which provides further detail on the proposed amendments.

### Options to the Recommendation

The Standing Policy Committee on Planning, Development and Community Services could decline to approve the required advertising for the proposed amendment. Further direction would then 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 May 31, 2016: Zoning Bylaw Amendment – Future Urban Development 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\2016\PD\PDCS – Approval for Advertising – Proposed Zoning Bylaw No. 8770 Text Amendment – Future Urban Development District/ks

**Report To Be Considered by MPC on May 31, 2016:  
Zoning Bylaw Amendment – Future Urban Development District**

## **Proposed Zoning Bylaw No. 8770 Text Amendment – Future Urban Development District**

### **Recommendation**

That this report be forwarded to City Council, recommending that at the time of the public hearing, City Council consider the Administration's recommendation that the proposed text amendments to the Future Urban Development District contained in Zoning Bylaw No. 8770, as outlined in this report, be approved.

### **Topic and Purpose**

The purpose of this report is to consider an amendment to Zoning Bylaw No. 8770 to allow for additional permitted and discretionary uses and to require screening of outdoor storage areas in the Future Urban Development District.

### **Report Highlights**

1. The Administration is recommending text amendments to Zoning Bylaw No. 8770 as follows:
  - a) provide for home-based businesses to operate accessory to a one-unit dwelling in a Future Urban Development (FUD) District;
  - b) allow for additional interim uses, including outdoor recreation uses, parks, and playfields, recreation vehicle and equipment storage, and passenger vehicle storage in an FUD District; and
  - c) require screening for outdoor storage areas in the FUD District.

### **Strategic Goal**

This report supports the City of Saskatoon's Strategic Goal of Sustainable Growth by providing opportunities for interim uses in areas that are required for future urban development within city limits.

### **Background**

The purpose of the FUD Zoning District is to provide for interim land uses in areas that are identified for future urban development within city limits. Interim uses are generally compatible with future urban growth, located on large parcels, contain few permanent structures, and contain buildings that can be readily relocated and have few service requirements. The FUD Zoning District is typically applied to areas that are recently annexed into the city of Saskatoon.

### **Report**

The amendments being proposed will allow for additional interim uses, provide for home-based businesses to operate accessory to a one-unit dwelling, and require screening for outdoor storage areas.

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### Summary of Proposed Text Amendments

The amendments to the FUD Zoning District are included in Attachment 1 and are summarized below:

- a. Permitted Uses
  - It is proposed that home-based businesses be added as a permitted use. One-unit dwellings are permitted in this district, and this amendment will allow for a home-based business to operate as an accessory use to the one-unit dwelling. It could be several years before fully-serviced urban development reaches these areas.
  - It is proposed that outdoor recreation uses, parks, and playfields be added as permitted uses. Outdoor golf driving ranges are currently permitted, and this amendment will allow for other compatible outdoor recreation uses, such as batting cages and go-cart tracks.
- b. Discretionary Uses
  - It is proposed that recreation vehicle and equipment storage, and passenger vehicle storage be added as a discretionary use on sites that have a minimum area of 4 hectares. This use would include the storage of recreation vehicles, campers, boats, all-terrain vehicles, motor bikes and trailers, and passenger vehicles. These uses may be appropriate in FUD if they do not require permanent structures and do not require full urban services.
- c. Landscaping
  - The FUD Zoning District does not currently contain landscaping regulations. A regulation is recommended that would require that outdoor storage areas be screened from any public right of way.

### Compliance with Official Community Plan Bylaw No. 8769

The amendments to the FUD Zoning District comply with Official Community Plan Bylaw No. 8769 (OCP), which contains policy for Urban Holding Areas. Section 8.0.1 of the OCP states that Urban Holding Areas identify areas within the City limits where the future use of land or the timing of development is uncertain due to issues of servicing, transitional use, or market demand.

### **Options to the Recommendation**

City Council may choose to deny the proposed amendments; further direction would be required.

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

These amendments were reviewed by the Long Range Planning and the Regional Planning Sections of the Planning and Development Division. The amendments were acceptable to these groups.

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As these amendments are considered minor in nature, further consultation was not deemed necessary.

**Other Considerations/Implications**

There are no 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**

No follow-up is 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.

**Attachment**

1. Proposed Amendments to FUD - Future Urban Development 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\2016\PD\MPC – Proposed Zoning Bylaw No. 8770 Text Amendment – Future Urban Development District/ks  
FINAL/APPROVED – R. Grauer – May 15, 2016

## Proposed Amendments to FUD – Future Urban Development District

Zoning Bylaw No. 8770, Section 12.2 FUD - Future Urban Development District Amendments are underlined.

### 12.2 FUD - Future Urban Development District

#### 12.2.1 Purpose

The purpose of the FUD District is to provide for interim land uses where the future use of land or the timing of development is uncertain due to issues of servicing, transitional use or market demand.

#### 12.2.2 Permitted Uses

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

FUD District	Minimum Development Standards (in Metres)				
	Site Area (ha.)	Front Yard	Side Yard	Rear Yard	Building Height (Max.)
<b>12.2.2 Permitted Uses</b>					
(1) One-unit dwellings (OUD)	32	23	15	18	8.5
(2) Agricultural uses	32	23	15	18	14
(3) Market gardens, nurseries and greenhouses	32	23	15	18	14
(4) Outdoor golf driving ranges	32	23	15	18	14
<b><u>(5) Outdoor commercial recreation uses and public parks</u></b>	<b><u>32</u></b>	<b><u>23</u></b>	<b><u>15</u></b>	<b><u>18</u></b>	<b><u>14</u></b>
<b><u>(6) Home-based businesses</u></b>	<b><u>Refer to General Provisions Section 5.29</u></b>				
(7) Accessory buildings and uses	-	23	3	-	14

#### 12.2.3 Prohibited Uses

The Prohibited Uses in an FUD District are set out in the following chart:

FUD District	Minimum Development Standards (in Metres)				
	Site Area (ha.)	Front Yard	Side Yard	Rear Yard	Building Height (Max.)
<b>12.2.3 Prohibited Uses</b>					
(1) Intensive livestock operations					
(2) Mushroom farms					

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### 12.2.4 Discretionary Uses

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

FUD District	Minimum Development Standards (in Metres)				
	Site Area (ha.)	Front Yard	Side Yard	Rear Yard	Building Height (Max.)
<b>12.2.4 Discretionary Uses</b>					
(1) Agricultural research stations	32	23	15	18	14
(2) Campgrounds	32	23	15	18	14
(3) Boarding and breeding kennels	32	23	15	18	14
(4) Farm implement machinery assembly and sales lots	32	23	15	18	14
(5) Trucking terminals	32	23	15	18	14
<b><u>(6) Recreational vehicle and equipment storage</u></b>	<b><u>4</u></b>	<b><u>23</u></b>	<b><u>15</u></b>	<b><u>18</u></b>	<b><u>14</u></b>
<b><u>(7) Passenger vehicle storage</u></b>	<b><u>4</u></b>	<b><u>23</u></b>	<b><u>15</u></b>	<b><u>18</u></b>	<b><u>14</u></b>

### 12.2.5 Signs

The regulations governing signs in an FUD District are contained in **Appendix A - Sign Regulations**.

### 12.2.6 Parking

The regulations governing parking and loading in an FUD District are contained in **Section 6.0**.

### 12.2.7 Landscaping

**Outside storage areas shall be suitably screened from any public street to the satisfaction of the Development Officer.**

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## Approval for Advertising: Proposed Rezoning – From R1A to R1B – Nightingale Road, Bend, and Close – Kensington

### Recommendation

1. That the advertising, with 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 amendment 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 an application from Saskatoon Land to rezone land on Nightingale Road, Bend, and Close in the Kensington neighbourhood from R1A – One-Unit Residential District to R1B – Small Lot One-Unit Residential District.

### Report

Saskatoon Land has applied to rezone land in the Kensington neighbourhood. Approval is required from the Standing Policy Committee on Planning, Development and Community Services to advertise this amendment, as required by Public Notice Policy No. C01-021, prior to a public hearing at City Council. This amendment will be considered by the Municipal Planning Commission (MPC) on May 31, 2016. See Attachment 1 for the report that will be considered by MPC, which provides further detail on the amendment requested for the land in question.

### Option to the Recommendation

The Standing Policy Committee on Planning, Development and Community Services could decline to support the recommendations of this report. Further direction would then 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 May 31, 2016: Proposed Rezoning – From R1A to R1B – Nightingale Road, Bend, and Close – Kensington

### Report Approval

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

S/Reports/2016/PD/PDCS - Approval for Advertising: Proposed Rezoning – From R1A to R1B – Nightingale Road, Bend, and Close – Kensington/lc

**Report to be Considered by MPC on May 31, 2016: Proposed Rezoning –  
From R1A to R1B – Nightingale Road, Bend, and Close – Kensington**

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**Proposed Rezoning – From R1A to R1B – Nightingale Road,  
Bend, and Close – Kensington**

**Recommendation**

That a 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 amendment to Zoning Bylaw No. 8770 to rezone land in the Kensington neighbourhood, as outlined in this report, be approved.

**Topic and Purpose**

An application has been submitted by Saskatoon Land proposing to rezone land on Nightingale Road, Bend, and Close in the Kensington neighbourhood from R1A – One-Unit Residential District to R1B – Small Lot One-Unit Residential District. The purpose of the rezoning is to provide for single-family residential lots with a width of less than 12.0 metres.

**Report Highlights**

1. The rezoning will accommodate the creation of single-family residential lots with site widths narrower than the current 12.0 metre minimum requirement.
2. The purpose of the rezoning is to provide smaller, more affordably priced lots.
3. The proposed rezoning is consistent with the Kensington Neighbourhood Concept Plan (Concept Plan).

**Strategic Goal**

This rezoning supports the Strategic Goal of Sustainable Growth by helping to provide an appropriate mix of residential lot sizes within a neighbourhood.

**Background**

The Concept Plan was originally approved by City Council in April 2012. A zoning designation of R1A – One-Unit Residential District (R1A), consistent with the Concept Plan, was applied to the subject area that same year. It remains undeveloped at the present time.

**Report**

Concept Plan

The Concept Plan identifies the subject area for development as single-family detached residential (see Attachment 1).

Official Community Plan Bylaw No. 8769

The subject area is designated as “Residential” on the Official Community Plan Bylaw No. 8769 (OCP) Land Use Map, which supports a variety of residential zoning designations.

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### Proposed Zoning Bylaw No. 8770 Amendment

Saskatoon Land is proposing to rezone land located on Nightingale Road, Bend, and Close from R1A to R1B – Small Lot One-Unit Residential District (R1B) (see Attachment 2).

The rezoning will provide for single-family residential development on sites narrower than the 12.0 metre minimum site width currently required under R1A. While R1B provides for sites as narrow as 7.5 metres, it is not anticipated that sites of that width will be subdivided within the subject area given that no rear lanes are provided as per the Concept Plan. As a result, dwellings with attached front garages will be developed. Saskatoon Land reports that, in general, sites of this nature require no less than 10.4 metre site widths.

The rezoning is being requested by Saskatoon Land in response to an observed market shift toward smaller, more affordably priced lots. Should the rezoning be approved, 13 additional lots are anticipated to be created through a subdivision of the subject area, for a total of 68 lots.

The block face on the west side of Nightingale Road, included as part of this rezoning, is located opposite the block face on the east side of the roadway that is proposed to remain zoned R1A. While R1A requires a minimum 6.0 metre front yard building setback, R1B's minimum is only 3.0 metres. In order to resolve the potential inconsistency of the streetscape with opposing block faces that have different setback requirements, Saskatoon Land has indicated that a caveat will be registered on title for the R1B lots requiring a minimum setback of 6.0 metres.

### Comments from Other Divisions

No comments or concerns were identified through the administrative referral process that would preclude this application from proceeding to a public hearing at City Council.

The Transportation and Utilities Department noted that the developer will be responsible for the costs of additional service connections incurred as a result of the rezoning, which has been acknowledged by Saskatoon Land. Sanitary sewer capacity is sufficient to support the slight increase in density.

### Conclusion

This proposal is consistent with the Concept Plan and OCP Land Use Map. The Planning and Development Division recognizes the importance of facilitating a range of single-family lot sizes and corresponding price points in our new neighbourhoods, and supports the rezoning as proposed.

### **Options to the Recommendation**

City Council could choose to deny this application. This option would maintain the current R1A zoning requiring a minimum site width of 12.0 metres.

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

Kensington is in the early stages of development and there is no established resident population or alternate land owners in the immediate area to consult. Further, this proposal is consistent with the approved Concept Plan, for which there was extensive public and stakeholder consultation.

### **Other Considerations/Implications**

There are no 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**

No follow-up is required.

### **Public Notice**

Public notice is required for consideration of this matter, pursuant to Section 11(a) of Public Notice Policy No. C01-021. Once this application has been considered by the Municipal Planning Commission, it 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.

### **Attachments**

1. Kensington Concept Plan
2. Location Map

### **Report Approval**

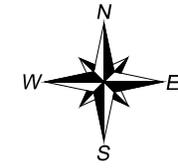
Written by: Brent McAdam, Planner, Planning and Development  
Reviewed by: Alan Wallace, Director of Planning and Development  
Approved by: Randy Grauer, General Manager, Community Services Department

S/Reports/2016/PD/MPC - Proposed Rezoning – From R1A to R1B – Nightingale Road, Bend, and Close – Kensington/lc

# KENSINGTON CONCEPT PLAN

AMENDED FEBRUARY 29, 2016

ORIGINAL KENSINGTON  
CONCEPT PLAN  
APPROVED APRIL 2012



- SINGLE FAMILY DETACHED
- SINGLE FAMILY DETACHED (RESIDENTIAL CARE HOME)
- STREET TOWNHOUSE
- MULTI UNIT (GROUP TOWNHOUSE)
- MULTI UNIT (STACKED GROUP TOWNHOUSE)
- MULTI UNIT MEDIUM DENSITY (APARTMENT STYLE)
- MIXED USE (COMM RES INST.)
- COMMERCIAL
- POTENTIAL SCHOOL SITE
- MUNICIPAL RESERVE
- STORM WATER PARCEL
- BUFFER STRIP
- STORM POND
- CONCEPT PLAN BOUNDARY
- CITY LIMITS
- ZONING AMENDMENT AREA

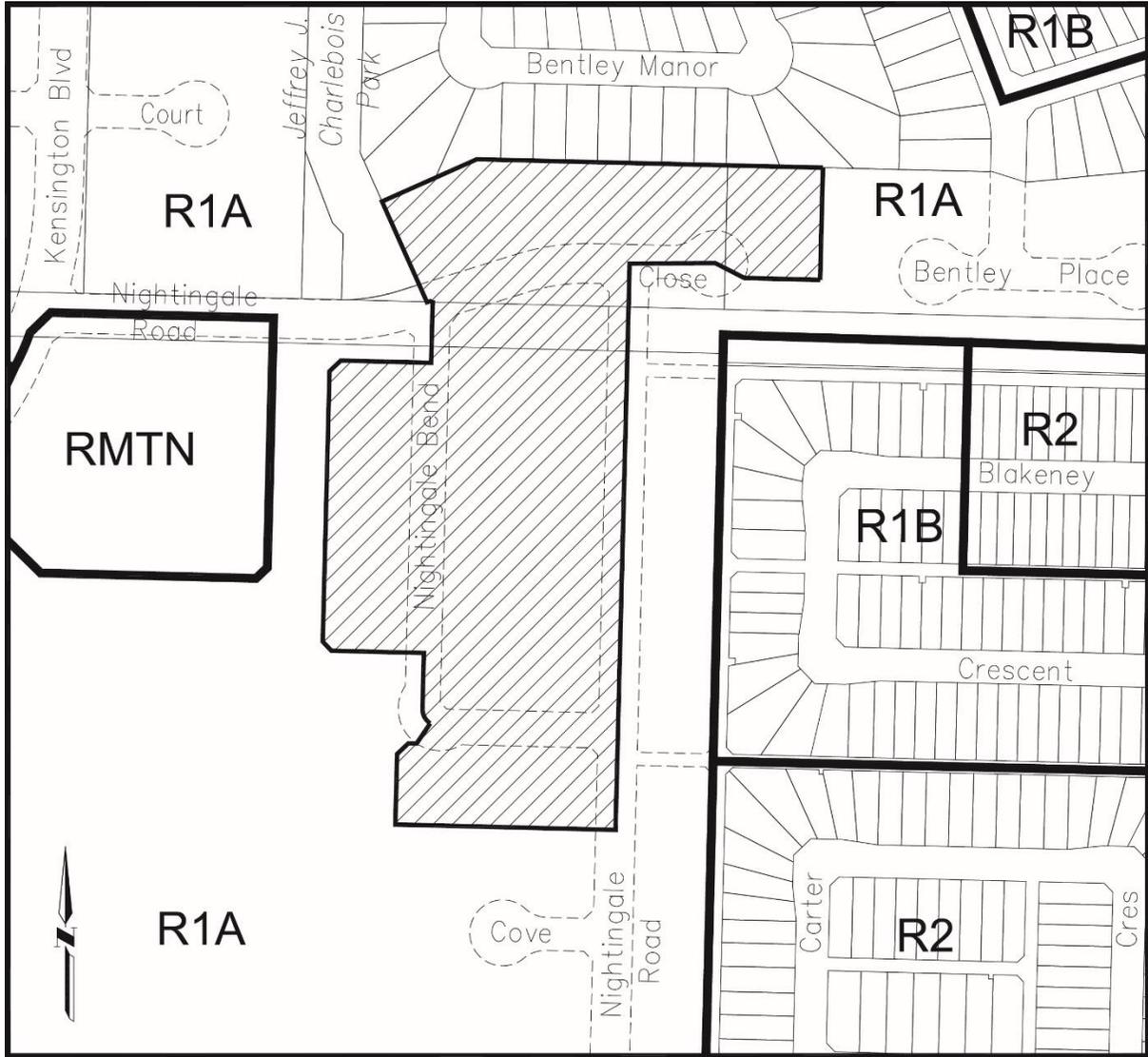
HWY 10

22nd Street 67



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**Location Map**



**ZONING AMENDMENT**

 From R1A to R1B



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## Approval for Advertising: Proposed Rosewood Neighbourhood Concept Plan Amendment – Street Townhouse Sites and Core Park

### Recommendation

1. That the advertising, with respect to the proposed amendment to the Rosewood Neighbourhood Concept Plan, be approved; and
2. That the General Manager, Community Services Department, be requested to prepare the required notices for advertising the proposed amendment.

### Topic and Purpose

The purpose of this report is to request approval to advertise a City of Saskatoon application to amend the Rosewood Neighbourhood Concept Plan to redesignate two street townhouse parcels as Municipal Reserve, reallocate the development sites elsewhere in the neighbourhood, and improve the size and configuration of Glen H. Penner Park.

### Report

An amendment to the Rosewood Neighbourhood Concept Plan is proposed. Approval is required from the Standing Policy Committee on Planning, Development and Community Services to advertise this amendment, as required by Public Notice Policy No. C01-021, prior to a public hearing at City Council. This amendment will be considered by the Municipal Planning Commission (MPC) on May 31, 2016. See Attachment 1 for the report that will be considered by MPC, which provides further detail on the amendment requested.

### Option to the Recommendation

The Standing Policy Committee on Planning, Development and Community Services could decline to support the recommendations of this report. Further direction would then 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 one week prior to the public hearing date.

### Attachment

1. Report to be Considered by MPC on May 31, 2016: Proposed Rosewood Neighbourhood Concept Plan Amendment – Street Townhouse Sites and Core Park

### Report Approval

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

S/Reports/2016/PD/PDCS – Approval for Advertising – Proposed Rosewood Neighbourhood Concept Plan Amendment – Street Townhouse Sites and Core Park/lc

**Report to be Considered by MPC on May 31, 2016: Proposed Rosewood Neighbourhood Concept Plan Amendment – Street Townhouse Sites and Core Park**

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**Proposed Rosewood Neighbourhood Concept Plan Amendment – Street Townhouse Sites and Core Park**

**Recommendation**

That a 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 Rosewood Neighbourhood Concept Plan amendment, as outlined in this report, be approved.

**Topic and Purpose**

This report concerns a proposed amendment to the Rosewood Neighbourhood Concept Plan to redesignate two multi-family parcels, located south of the Village Square across Jeanneau Way and adjacent to Glen H. Penner Park, as Municipal Reserve in order to reconfigure and enlarge Glen H. Penner Park. The multi-family parcels will be reallocated elsewhere in the neighbourhood, and Glen H. Penner Park will be increased in size and functionality.

**Report Highlights**

1. The size and configuration of Glen H. Penner Park (core park) has been identified as inadequate for programming needs.
2. The proposed amendment to the Rosewood Neighbourhood Concept Plan (Concept Plan) will remove two multi-family (street townhouse) sites located adjacent to the core park, reallocate them elsewhere in the neighbourhood, and add the affected land area to the core park, improving the park's size and functionality.
3. The amendment is supported by the affected landowners.

**Strategic Goal**

Under the Strategic Goal of Quality of Life, this report supports the design and creation of a neighbourhood core park that will appropriately serve the Rosewood community.

**Background**

The Concept Plan was originally approved by City Council in May 2008 (see Attachment 1). Subsequent amendments have involved changes to the Village Square and neighbourhood school site in close proximity to the subject area of this report.

In February 2015, City Council approved a reconfiguration of the neighbourhood school site and adjacent core park to provide a standard, rectangular-shaped site required by the joint-use elementary schools now under construction. The school site was previously diamond-shaped and centred on Rosewood Gate South.

In June 2015, an amendment to the Village Square, located just north of the subject townhouse parcels across Jeanneau Way, was approved that reconfigured the

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roadway, lane, Municipal Reserve (MR), and development parcels for this community focal point.

## **Report**

### **Concern with Configuration of Core Park**

During administrative review of previous amendments to the Concept Plan, internal stakeholders, including the Recreation and Community Development and Parks Divisions, identified inadequacies in the core park's size and configuration that had undesirable impacts from a park programming perspective.

The core park was originally designed at a size of approximately 12.2 acres, smaller than the 16.0 acre standard for parks of this classification. The smaller size resulted from an approach taken during the initial review of the Concept Plan to provide a smaller central core park and supplement it with secondary core parks to the east and west, connected by a linear park system, in order to spread core park space throughout the neighbourhood.

However, the functionality of the core park's configuration was impacted by the necessary change to the school site's configuration, which resulted in a pinch point between the school site and west street townhouse site on Jeanneau Way. The open space of the park was interrupted and its east and west sides were segregated, leaving the park space less useable from a programming perspective, and constraining the ability to fit in the amenities and sports facilities that are typical of a core park.

It was suggested during the review of these previous Concept Plan amendments that consideration be given to removing the two street townhouse parcels located adjacent to the core park and reallocating them elsewhere in the neighbourhood.

### **Proposed Concept Plan Amendment**

An amendment to the Concept Plan is recommended to remove the two street townhouse parcels located on Jeanneau Way (both 0.8 acres), reallocate them elsewhere in the neighbourhood, and redesignate the affected area as MR in order to incorporate the land into the core park (see Attachment 2).

The west street townhouse site is owned by Boychuk Investments Ltd., who have agreed to the Administration's request to move this development site from its current location and add it to the land area of its group townhouse site located approximately 100 metres to the west, between Olson Lane West, Rosewood Boulevard, and Jeanneau Way. The reallocation will be a one-to-one swap of land area. While this will not result in a change in land area of the core park, its functionality will be improved by removing the pinch point discussed earlier in this report.

The east street townhouse site is owned by Casablanca Holdings Inc., who have also agreed to the request to move their development site. An alternate location will be identified elsewhere within their land holdings in the Rosewood neighbourhood. This

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relocation will increase the area of the core park by 0.8 acres to approximately 13.2 acres.

It is recognized by the Administration and the affected landowners that the proposed amendment will improve the core park's size and functionality for current and future residents of Rosewood.

### **Options to the Recommendation**

City Council could choose to deny the Concept Plan amendment. This option is not recommended as the amendment provides a larger and more functional core park for use by neighbourhood residents.

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

The need for this Concept Plan amendment was identified through previous conversations between several divisions of the City of Saskatoon. The change was vetted through our standard administrative referral process with internal and external stakeholders, where no concerns were identified and general support for the amendment was consistently expressed.

Staff from the Planning and Development Division have attended two regular meetings of the Rosewood Community Association to discuss the proposed changes. Information regarding the changes was also displayed at an open house for a previous amendment to the Concept Plan for the village centre.

### **Other Considerations/Implications**

There are no 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**

No follow-up is required.

### **Public Notice**

Public notice is required for consideration of this matter, pursuant to Public Notice Policy No. C01-021. Once this application has been considered by the Municipal Planning Commission, a date for a public hearing will be set and a notice will be placed in The StarPhoenix one week prior.

### **Attachments**

1. Rosewood Concept Plan
2. Proposed Concept Plan Amendment

### **Report Approval**

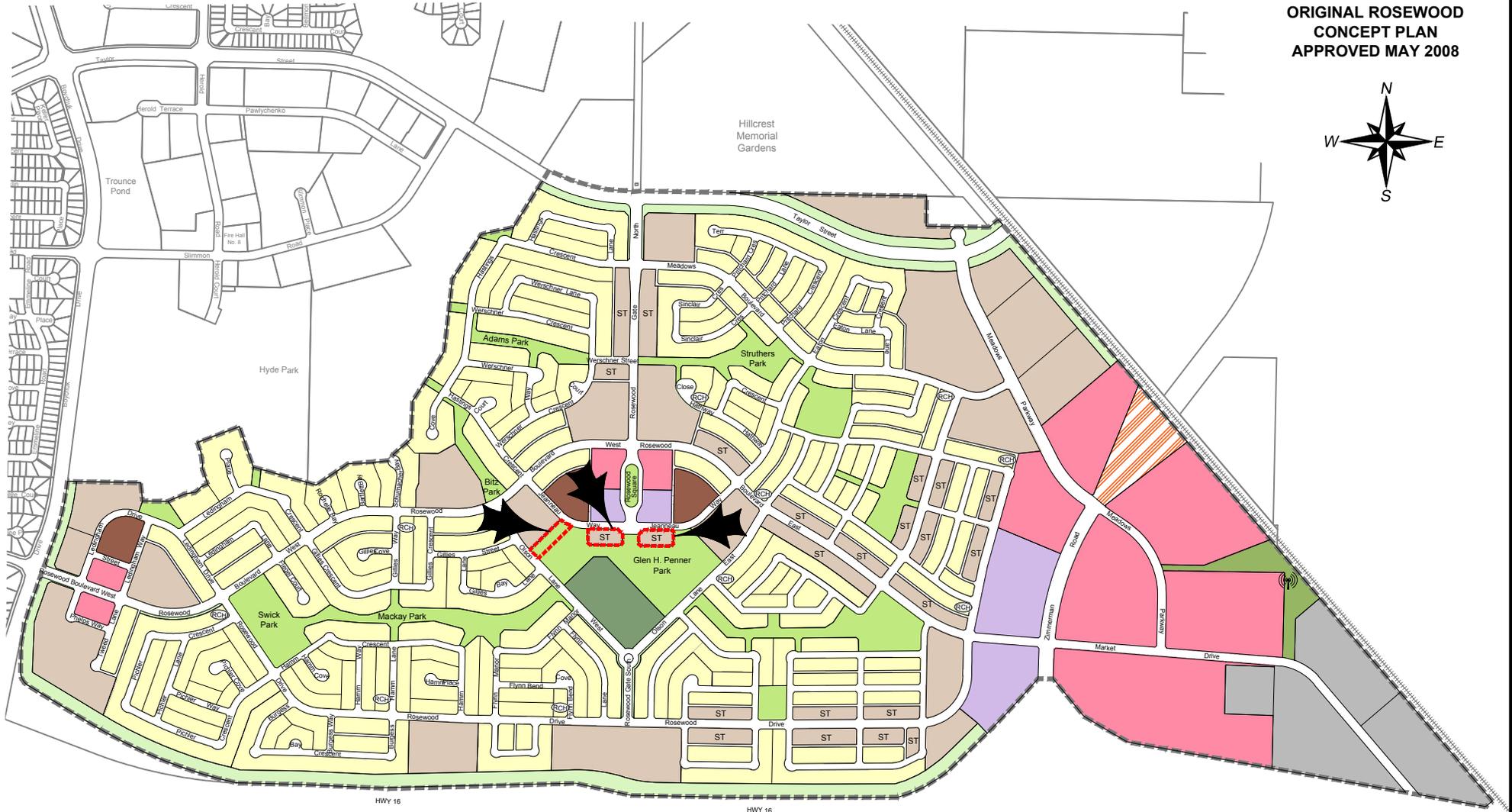
Written by: Brent McAdam, Planner, Planning and Development  
Reviewed by: Alan Wallace, Director of Planning and Development  
Approved by: Randy Grauer, General Manager, Community Services Department

S/Reports/2016/PD/MPC – Proposed Rosewood Neighbourhood Concept Plan Amendment – Street Townhouse Sites and Core Park/lc

# ROSEWOOD CONCEPT PLAN

AMENDED JUNE 22, 2015

ORIGINAL ROSEWOOD  
CONCEPT PLAN  
APPROVED MAY 2008



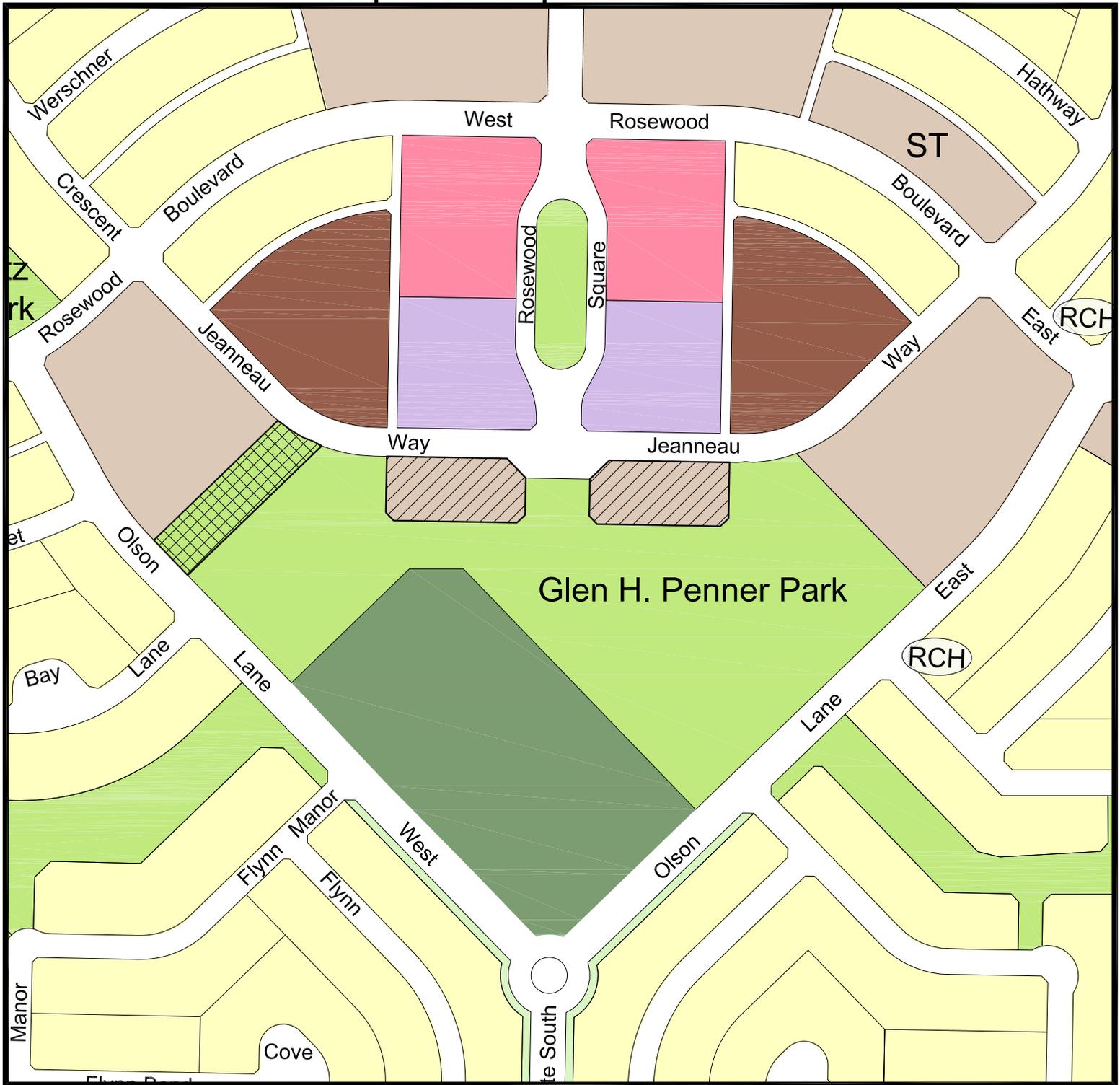
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DRAWING NOT TO BE SCALED  
May 11, 2016

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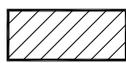
- |                                 |                       |                        |                             |
|---------------------------------|-----------------------|------------------------|-----------------------------|
| SINGLE FAMILY                   | MIXED USE             | MUNICIPAL RESERVE      | RESIDENTIAL CARE HOME       |
| MULTI FAMILY                    | COMMERCIAL            | BUFFER STRIP           | CELL TOWER                  |
| MULTI FAMILY (STREET TOWNHOUSE) | LIGHT INDUSTRIAL      | STORM WATER PARCEL     | CONCEPT PLAN BOUNDARY       |
| MULTI FAMILY (MEDIUM DENSITY)   | POTENTIAL SCHOOL SITE | POTENTIAL RIGHT OF WAY | CONCEPT PLAN AMENDMENT AREA |

# Proposed Concept Plan Amendment

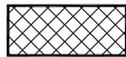


## CONCEPT PLAN AMENDMENT

### ROSEWOOD



From Multi-Family (Street Townhouses) to Municipal Reserve



From Municipal Reserve to Multi-Family



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## Approval for Advertising: Proposed Rezoning – From FUD to R1A, R1B, R2, RMTN1, and RM3 – Aspen Ridge

### Recommendation

1. That the advertising, with 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 amendment 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 an application from Saskatoon Land to rezone land in the Aspen Ridge neighbourhood.

### Report

Saskatoon Land has applied to rezone land in the Aspen Ridge neighbourhood. Approval is required from the Standing Policy Committee on Planning, Development and Community Services to advertise this amendment, as required by Public Notice Policy No. C01-021, prior to a public hearing at City Council. This amendment will be considered by the Municipal Planning Commission (MPC) on May 31, 2016. See Attachment 1 for the report that will be considered by MPC, which provides further detail on the amendment requested for the land in question.

### Option to the Recommendation

The Standing Policy Committee on Planning, Development and Community Services could decline to support the recommendations of this report. Further direction would then 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 May 31, 2016: Proposed Rezoning – From FUD to R1A, R1B, R2, RMTN1, and RM3 – Aspen Ridge

### Report Approval

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

S/Reports/2016/PD/PDCS – Approval for Advertising – Proposed Rezoning – From FUD to R1A, R1B, R2, RMTN1, and RM3 – Aspen Ridge/lc

**Report to be Considered by MPC on May 31, 2016: Proposed Rezoning – From FUD to R1A, R1B, R2, RMTN1, and RM3 – Aspen Ridge**

**Proposed Rezoning – From FUD to R1A, R1B, R2, RMTN1, and RM3 – Aspen Ridge**

**Recommendation**

That a 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 amendment to Zoning Bylaw No. 8770, respecting land in the Aspen Ridge neighbourhood, as outlined in this report, be approved.

**Topic and Purpose**

An application has been submitted by Saskatoon Land proposing to amend the zoning designations of land in the Aspen Ridge neighbourhood from FUD – Future Urban Development District to:

- a) R1A – One-Unit Residential District;
- b) R1B – Small Lot One-Unit Residential District;
- c) R2 – One- and Two-Unit Residential District;
- d) RMTN1 – Medium-Density Townhouse Residential District 1; and
- e) RM3 – Medium-Density Multiple-Unit Dwelling District.

This application applies zoning that is necessary to implement the Aspen Ridge Neighbourhood Concept Plan for the area outlined in this report.

**Report Highlights**

1. The Aspen Ridge Neighbourhood Concept Plan (Concept Plan) identifies lands within the subject area for single-unit detached, low-/medium-density multi-unit (group townhouse), and medium-density multi-unit residential.
2. The proposed zoning amendment will provide for the development of single-family, townhouse, and apartment-style residential development.
3. The proposed zoning amendment is consistent with the Concept Plan.

**Strategic Goal**

This zoning amendment supports the Strategic Goal of Sustainable Growth. Aspen Ridge was designed as a “complete community” neighbourhood that includes a variety of housing styles and densities.

**Background**

The Concept Plan was originally approved by City Council in June 2014 (see Attachment 1). At that time, land within the Aspen Ridge neighbourhood was zoned FUD – Future Urban Development District in anticipation of urban development commencing.

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## **Report**

### Concept Plan

The Concept Plan identifies lands within the subject area for the following types of residential development:

- a) Single-unit detached;
- b) Low-/medium-density multi-unit (group townhouse); and
- c) Medium-density multi-unit.

### Official Community Plan Bylaw No. 8769 (OCP)

The subject area is designated as “Residential” on the OCP Land Use Map, which supports a variety of housing styles, densities, and corresponding zoning designations.

### Zoning Bylaw No. 8770 Amendment

Lands within the subject area designated as “single-unit detached” on the Concept Plan are proposed to be zoned:

- a) R1A – One-Unit Residential District;
- b) R1B – Small Lot One-Unit Residential District; and
- c) R2 – One- and Two-Unit Residential District.

The parcel designated as “low-/medium-density multi-unit (group townhouse)” is proposed to be zoned RMTN1 – Medium-Density Townhouse Residential District 1.

The parcel designated as “medium-density multi-unit” is proposed to be zoned RM3 – Medium-Density Multiple-Unit Dwelling District.

The proposed zoning designations are consistent with the Concept Plan and OCP Land Use Map.

### Comments from Other Divisions

No concerns were identified through the administrative referral process that would preclude this application from proceeding to a public hearing.

### **Options to the Recommendation**

City Council could choose to deny this application. This option is not recommended as this application is consistent with the Concept Plan.

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

Extensive public consultation was undertaken during the development of the Concept Plan. As this application is consistent with the Concept Plan, no further consultation was conducted.

### **Other Considerations/Implications**

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

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### **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 11(a) of Public Notice Policy No. C01-021.

Once this application has been considered by the Municipal Planning Commission, it 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.

### **Attachments**

1. Aspen Ridge Concept Plan
2. Location Map

### **Report Approval**

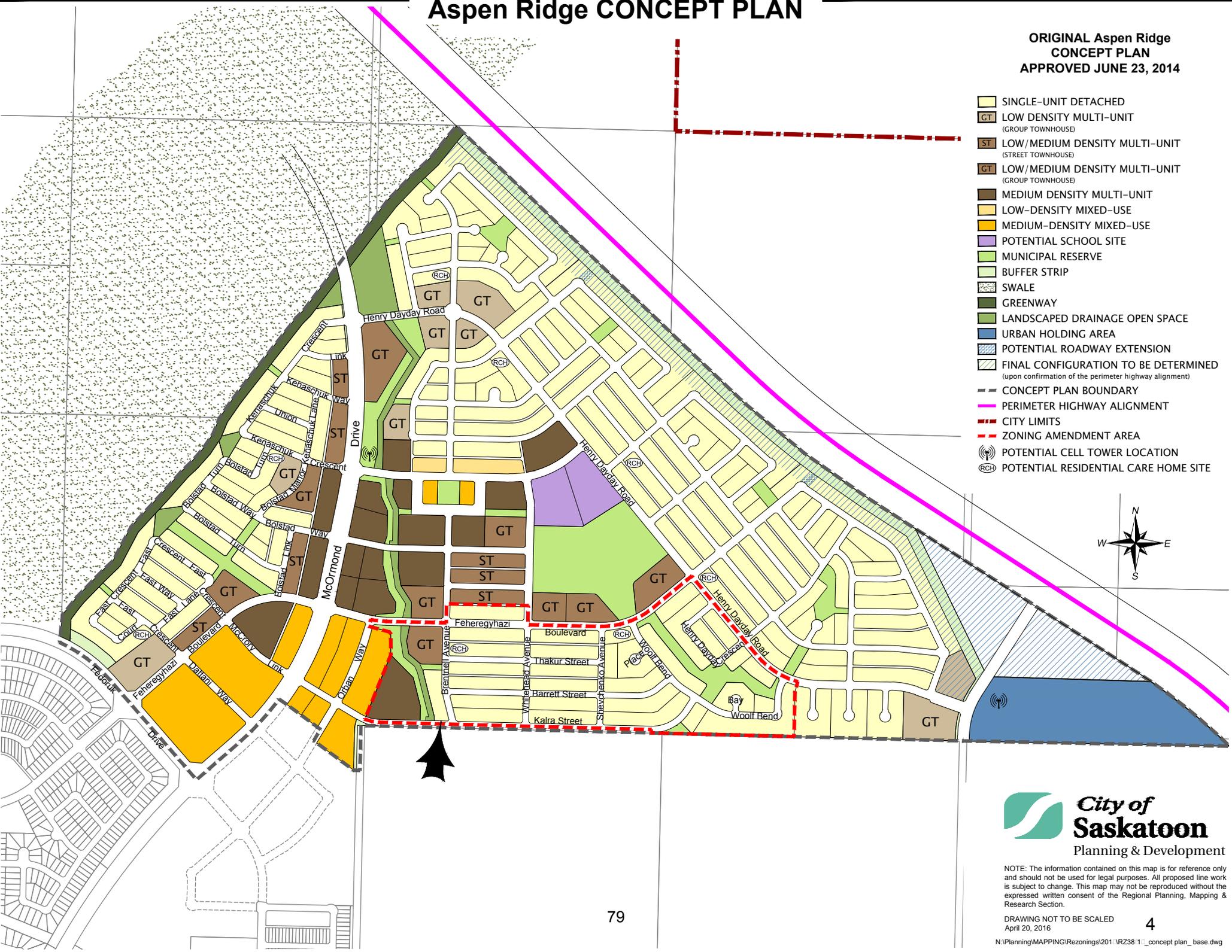
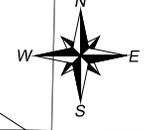
Written by: Brent McAdam, Planner, Planning and Development  
Reviewed by: Alan Wallace, Director of Planning and Development  
Approved by: Randy Grauer, General Manager, Community Services Department

S/Reports/2016/PD/MPC – Proposed Rezoning – From FUD to R1A, R1B, R2, RMTN1, and RM3 – Aspen Ridge/lc

# Aspen Ridge CONCEPT PLAN

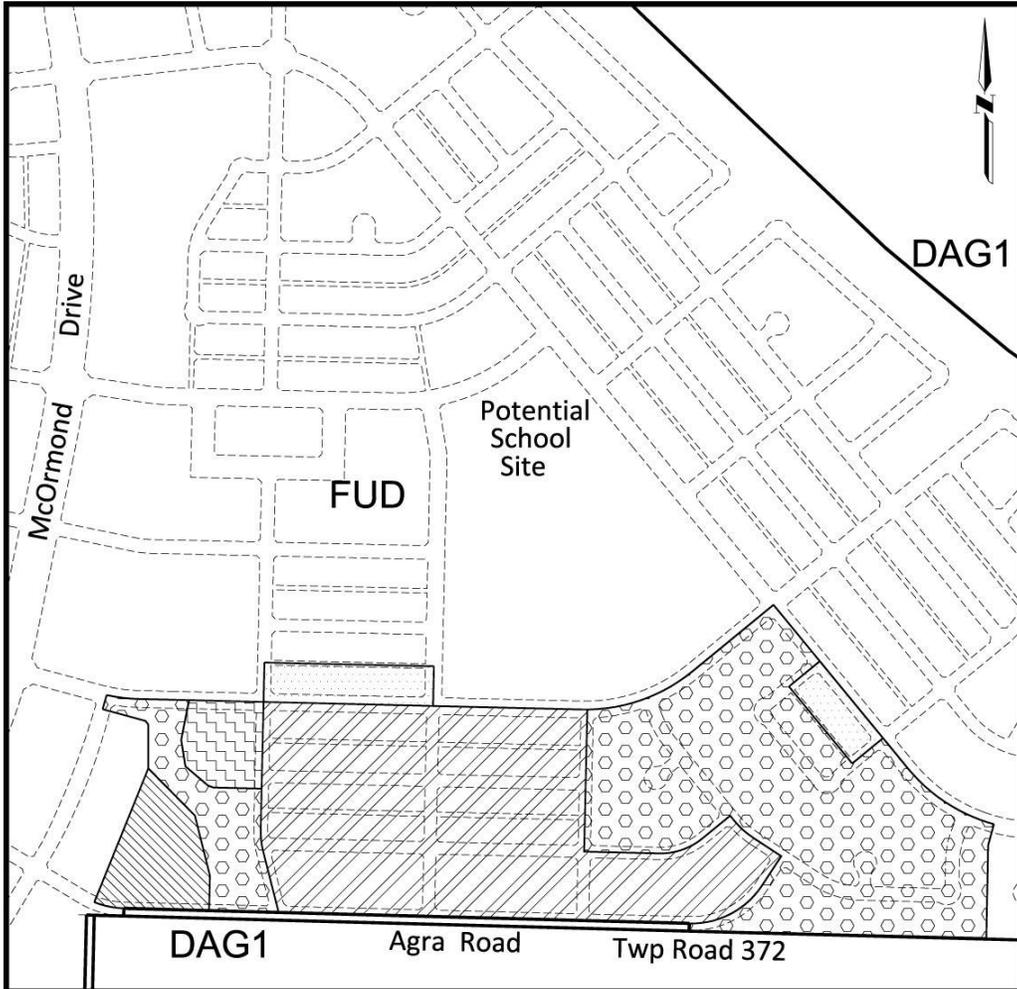
**ORIGINAL Aspen Ridge  
CONCEPT PLAN  
APPROVED JUNE 23, 2014**

-  SINGLE-UNIT DETACHED
-  LOW DENSITY MULTI-UNIT  
(GROUP TOWNHOUSE)
-  LOW/MEDIUM DENSITY MULTI-UNIT  
(STREET TOWNHOUSE)
-  LOW/MEDIUM DENSITY MULTI-UNIT  
(GROUP TOWNHOUSE)
-  MEDIUM DENSITY MULTI-UNIT
-  LOW-DENSITY MIXED-USE
-  MEDIUM-DENSITY MIXED-USE
-  POTENTIAL SCHOOL SITE
-  MUNICIPAL RESERVE
-  BUFFER STRIP
-  SWALE
-  GREENWAY
-  LANDSCAPED DRAINAGE OPEN SPACE
-  URBAN HOLDING AREA
-  POTENTIAL ROADWAY EXTENSION
-  FINAL CONFIGURATION TO BE DETERMINED  
(upon confirmation of the perimeter highway alignment)
-  CONCEPT PLAN BOUNDARY
-  PERIMETER HIGHWAY ALIGNMENT
-  CITY LIMITS
-  ZONING AMENDMENT AREA
-  POTENTIAL CELL TOWER LOCATION
-  POTENTIAL RESIDENTIAL CARE HOME SITE

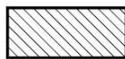


NOTE: The information contained on this map is for reference only and should not be used for legal purposes. All proposed line work is subject to change. This map may not be reproduced without the expressed written consent of the Regional Planning, Mapping & Research Section.

**Location Map**



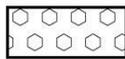
**ZONING AMENDMENT**



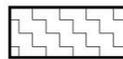
From FUD to RM3



From FUD to R1B



From FUD to R1A



From FUD to RMTN1



From FUD to R2



N:\Planning\MAPPING\Rezoning\2014\RZ38\_14.dwg

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## Land Use Applications Received for the Period Between April 15, 2016, to May 12, 2016

### Recommendation

That the information be received.

### Topic and Purpose

The purpose of this report is to provide detailed information on land use applications received by the Community Services Department for the period between April 15, 2016, to May 12, 2016.

### Report

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

### Public Notice

Public notice, pursuant to Section 3 of Public Notice Policy No. C01-02, 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/2016/PD/Land Use Apps/PDCS – Land Use Apps – May 30, 2016/ks

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**Land Use Applications Received by the  
Community Services Department For the Period  
Between April 15, 2016, to May 12, 2016**

The following applications have been received and are being processed:

**Condominium**

- Application No. 6/16: 160 Marlatte Crescent (62 Units)  
Applicant: Webb Surveys for Urban Heights Inc.  
Legal Description: Parcel SS, Plan No. 102215551  
Proposed Use: Residential Condominiums  
Current Zoning: RMTN1  
Neighbourhood: Evergreen  
Date Received: April 22, 2016
  
- Application No. 7/16: 410 4<sup>th</sup> Avenue South (133 Units)  
Applicant: Webb Surveys for The Banks Riversdale  
Saskatoon Development Corp.  
Legal Description: Parcel A, Plan No. 101977274  
Proposed Use: Commercial and Residential Condominiums  
Current Zoning: DCD1 (AC)  
Neighbourhood: Riversdale  
Date Received: April 25, 2016

**Discretionary Use**

- Application No. D9/16: 817 – 29<sup>th</sup> Street West  
Applicant: Dance Ink Ltd.  
Legal Description: Part of Lot 1, Lot 2, and Part of Lot 3,  
Block 44, Plan No. G173  
Proposed Use: Dance Studio  
Current Zoning: B2  
Neighbourhood: Westmount  
Date Received: April 21, 2016
  
- Application No. D10/16: 720 Avenue I South  
Applicant: Lief Friggstad  
Legal Description: Lots 1 to 11, Block 11, Plan No. G1774  
Proposed Use: Commercial Parking Lot  
Current Zoning: B3  
Neighbourhood: Pleasant Hill  
Date Received: April 28, 2016

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### Discretionary Use

- Application No. D11/16 : 512 Lansdowne Avenue  
Applicant: Blackrock Developments Ltd.  
Legal Description: Lot 22, Block 89, Plan No. B1856  
Proposed Use: Garage Suite  
Current Zoning: R2  
Neighbourhood: Nutana  
Date Received: May 9, 2016

### Subdivision

- Application No. 26/16: 720/740 Baltzan Boulevard  
Applicant: Webb Surveys for Canaax Developments Inc.  
Legal Description: Parcel OO, Plan No. 102137633  
Proposed Use: To Create Three Apartment-Style Bare Land Condominium Units within Four Buildings  
Current Zoning: RM3  
Neighbourhood: Evergreen  
Date Received: April 27, 2016
- Application No. 27/16: 2815 Lorne Avenue  
Applicant: Webb Surveys for Northland Properties Corp.  
Legal Description: Part of Lot 19, Block 531, Plan No. 101838663  
Proposed Use: Creation of New Industrial Lot  
Current Zoning: IL1  
Neighbourhood: CN Industrial  
Date Received: May 2, 2016
- Application No. 28/16: 1636 Edward Avenue  
Applicant: Larson Surveys Ltd. for 614571 Saskatoon Ltd.  
Legal Description: Lot 9, Block 8, Plan No. I196  
Proposed Use: Construction of Two New Houses  
Current Zoning: R2  
Neighbourhood: North Park  
Date Received: May 2, 2016
- Application No. 29/16: 624/626 5<sup>th</sup> Street East  
Applicant: Larson Surveys Ltd. for Parkinson Enterprises  
Legal Description: Lot 33, Block 38, Plan No. G103 and  
Lots 46 and 47, Block 38, Plan No. 101287054  
Proposed Use: Construction of Two New Houses  
Current Zoning: R2  
Neighbourhood: Haultain  
Date Received: May 9, 2016

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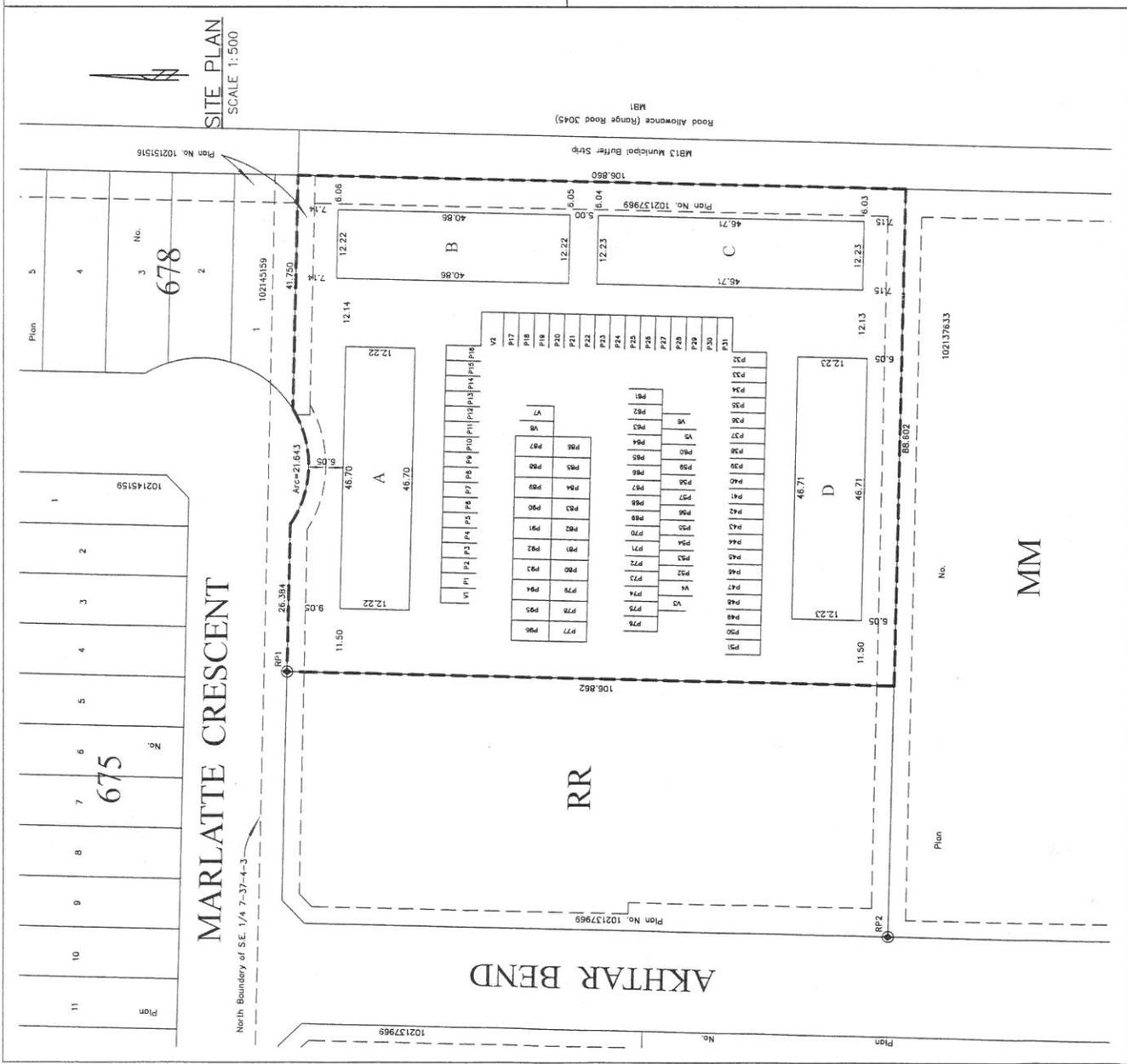
## **Attachments**

1. Plan of Proposed Condominium No. 6/16
2. Plan of Proposed Condominium No. 7/16
3. Plan of Proposed Discretionary Use No. D9/16
4. Plan of Proposed Discretionary Use No. D10/16
5. Plan of Proposed Discretionary Use No. D11/16
6. Plan of Proposed Subdivision No. 26/16
7. Plan of Proposed Subdivision No. 27/16
8. Plan of Proposed Subdivision No. 28/16
9. Plan of Proposed Subdivision No. 29/16

SHEET NUMBER 1 OF 3  
SITE PLAN & LEGEND

PLAN OF SURVEY SHOWING SURFACE  
BUILDING CONDOMINIUM FOR  
PARCEL SS,  
PLAN NO. 102215551  
S.E. 1/4 OF SEC. 7  
TWP. 37, RGE. 4, W. 3rd MER.  
SASKATOON, SASKATCHEWAN  
BY: T.R. WEBB, S.L.S.  
DATE: MARCH 2016  
SCALE: AS SHOWN

- LEGEND:
- Measurements are in metres and decimals thereof.
  - Measurements indicating the position of the building in relation to the outer boundaries of the parcel are taken to the concrete foundation at ground level.
  - Residential unit numbers are shown as 1, 2, 3, etc. on sheets 2 & 3.
  - Regular residential unit boundaries are shown on Sheets 2 & 3 by a heavy solid line and are defined as follows:
    - the exterior surface of any interior finishing material that forms the surface of any common and exterior wall, floor, or ceiling
  - The doors and windows form part of the regular residential units.
  - All exterior surfaces are common property.
  - The owner of each regular residential unit shall have exclusive use of that balcony to which that unit has side access.
  - Parking spaces are in accordance with Section 11(1)(a) of The Condominium Property Act.
  - Parking spaces shown on Sheet 1 are designated P1, P2, P3, etc.
  - Visitor parking spaces shown on Sheet 1 are designated as V1, V2, V3 etc.
  - All areas not designated with a unit number are common property.
  - Area to be approved is outlined by a heavy dashed line.
  - The parcel within the line of approval has an Extension 0.
  - Standard iron posts found are shown thus:  $\bigcirc$  RP1  $\bigcirc$  RP2
  - Reference points are shown thus:  $\bigcirc$  RP1  $\bigcirc$  RP2
  - The Datum used: NAD83 (GRS86)
  - The Projection used: UTM Zone 13N extended
  - Geo-referenced points were derived from the GNSS and post processed from the Precise Point Positioning Service of Natural Resources Canada.
  - RP Coordinates are derived as of February 8, 2016



PLAN OF SURVEY SHOWING SURFACE  
BUILDING CONDOMINIUM FOR  
PARCEL A  
PLAN NO. 101977274  
N.E. 1/4 OF SEC. 29  
TWP. 36, RGE. 5, W. 3rd MER.  
SASKATOON, SASKATCHEWAN  
BY: T. R. WEBB, S.L.S.  
DATE: FEBRUARY - MARCH 2016  
SCALE: AS SHOWN

LEGEND

- Measurements on in inches and decimals shown.
- Measurements indicating the position of the building in relation to the outer boundary of the parcel are shown in the concrete foundation at ground level.
- Underground pipes, not shown on site plan, in line of all property lines.
- Residential and Commercial unit numbers are shown as 1, 2, 3, etc. on sheets 2 - 8.
- Major, residential and commercial unit boundaries are shown on Sheets 3 - 8 by a heavy dashed line.
- The exterior surface of any block building included but forms the surface of any common wall, floor, or ceiling.
- The above wall surface form part of the regular residential units.
- All exterior surfaces are common property.
- All structural walls, columns, or supports are common area.
- The sum of each regular residential unit and how inclusive use of that balcony to which it is attached.
- Parking spaces are in accordance with Section 112(3)(c) of The Condominium Property Act.
- Units 104 - 114 inclusive are comprised of two parts.
- Minor parking spaces shown on Sheet 2 are designated as V1, V2, V3 etc.
- All areas not designated with a unit number are common property.
- Area to be approved is outlined by a heavy dashed line.
- The parcel with the line of approval has an Elevation of 471.
- Standard lot points found on sheets that unless 2/1.
- Reference Points are shown thus: ○ RP1 ○ RP2
- The Datum used: NAD83 (CRS88)
- The Projection used: UTM Zone 13N standard
- Geo-referenced points were derived from 2003 and P
- Existing Sinks from Historical Resources Canada
- RP Coordinates are derived as of August 23, 2015

Proposed Condominium No. 7/16

SCHEDULE OF SHEET DISCS

SHEET #	DISC #	DATE	BY
1	1	2016	T.R. Webb
2	1	2016	T.R. Webb
3	1	2016	T.R. Webb
4	1	2016	T.R. Webb
5	1	2016	T.R. Webb
6	1	2016	T.R. Webb
7	1	2016	T.R. Webb
8	1	2016	T.R. Webb
9	1	2016	T.R. Webb
10	1	2016	T.R. Webb
11	1	2016	T.R. Webb
12	1	2016	T.R. Webb
13	1	2016	T.R. Webb
14	1	2016	T.R. Webb
15	1	2016	T.R. Webb
16	1	2016	T.R. Webb
17	1	2016	T.R. Webb
18	1	2016	T.R. Webb
19	1	2016	T.R. Webb
20	1	2016	T.R. Webb
21	1	2016	T.R. Webb

SITE PLAN  
SCALE 1:200

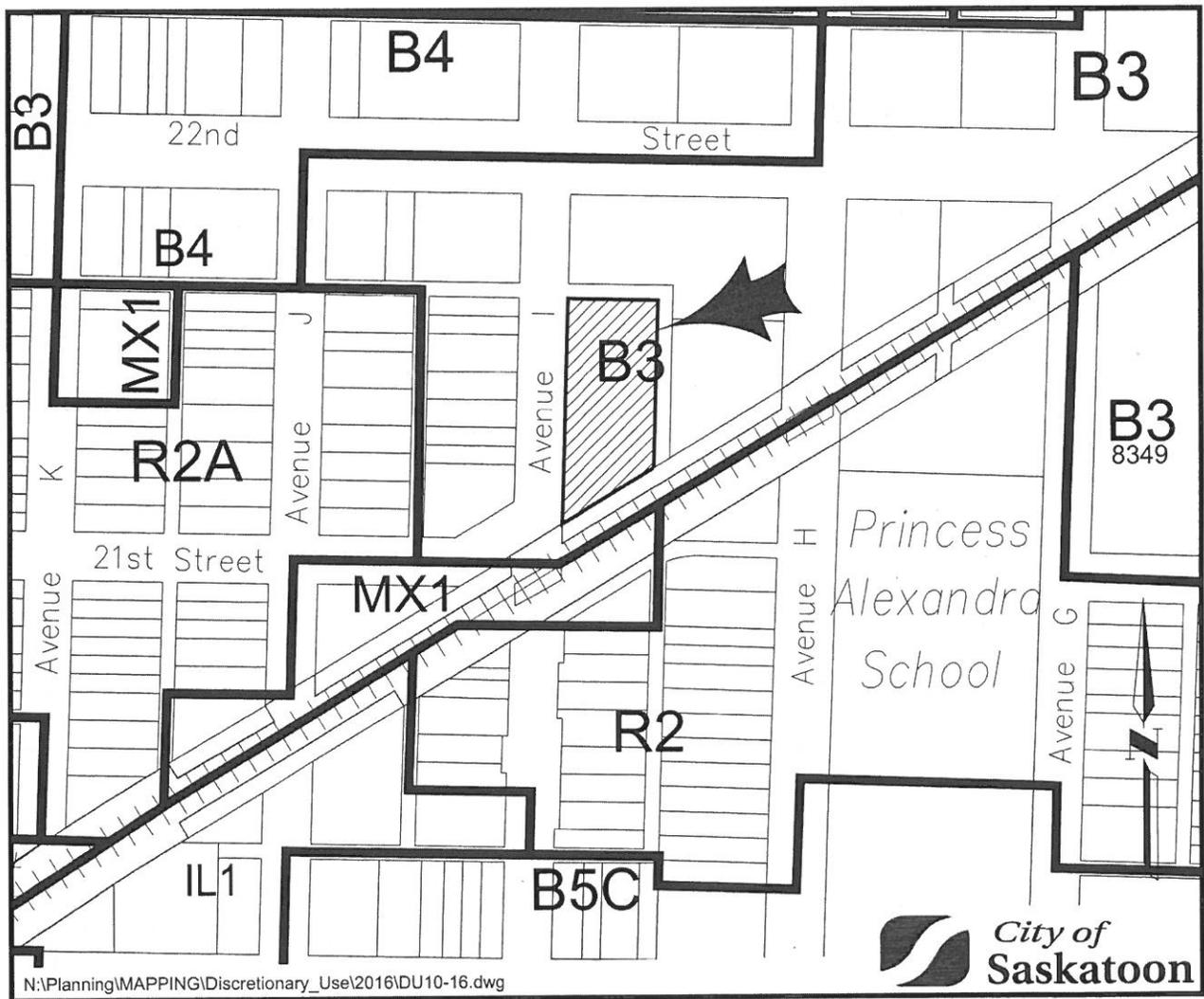


Plan  
No. 101977274  
MR4  
Municipal Reserve

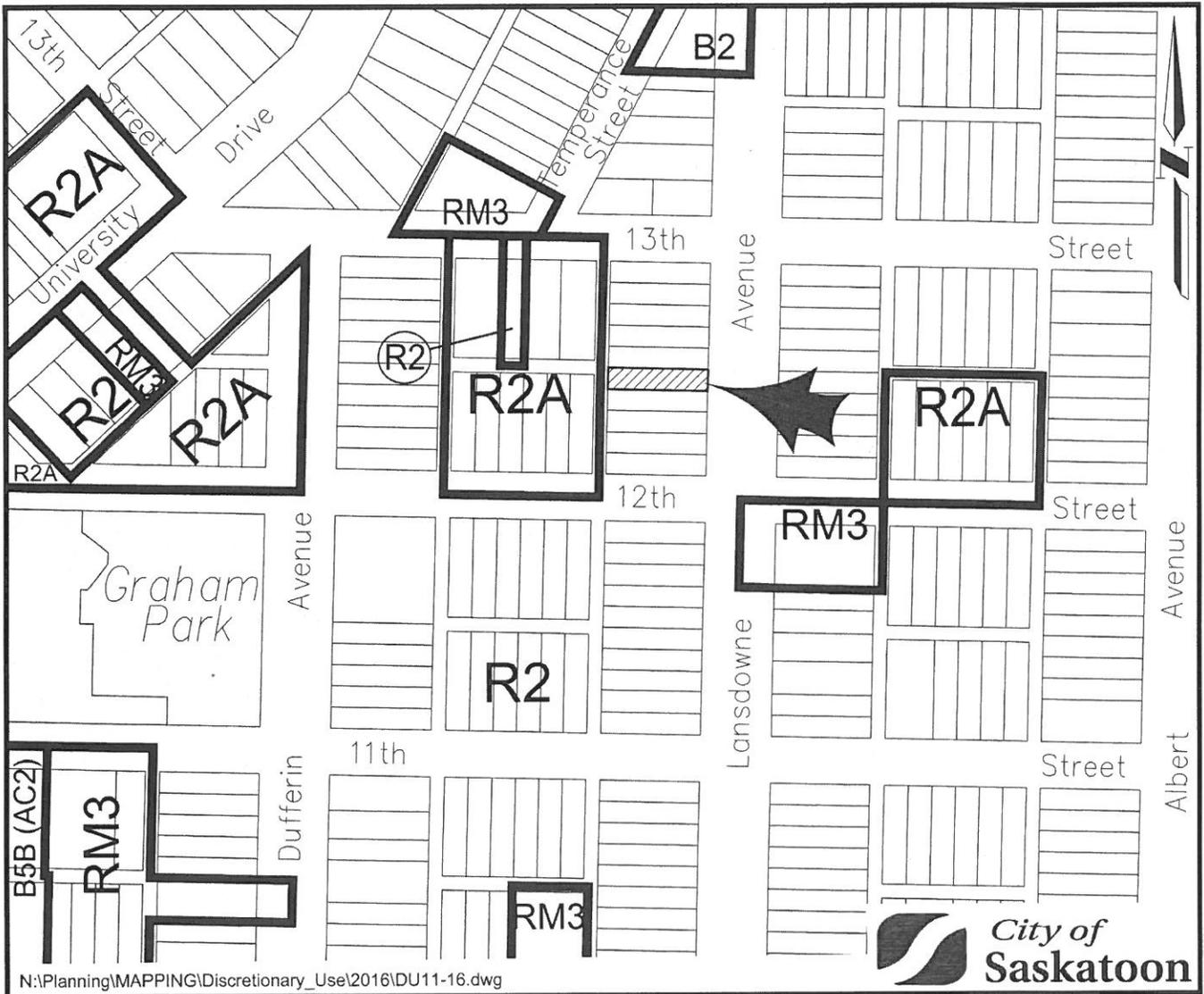
Proposed Discretionary user No. D9/16



Proposed Discretionary Use No. D10/16



Plan of Proposed Discretionary Use No. D11/16



PLAN OF PROPOSED SURFACE  
 BARE LAND CONDOMINIUM FOR  
 Parcel OO  
 PLAN NO. 102137633  
 S.E. 1/4 SEC. 7  
 TWP. 37, RGE. 4, W. 3RD M.  
 720/740 BALTZAN BOULEVARD  
 SASKATOON, SASKATCHEWAN  
 BY Brad J. Luey, 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 1,01± ha (2,49± ac.).  
 Distances shown are approximate and may vary from the  
 final plan of survey by ± 0.5m.

Constructed buildings, or buildings to be constructed  
 are wholly within the proposed unit boundaries as shown.

All areas not designated with a unit number are  
 common property.

Legend

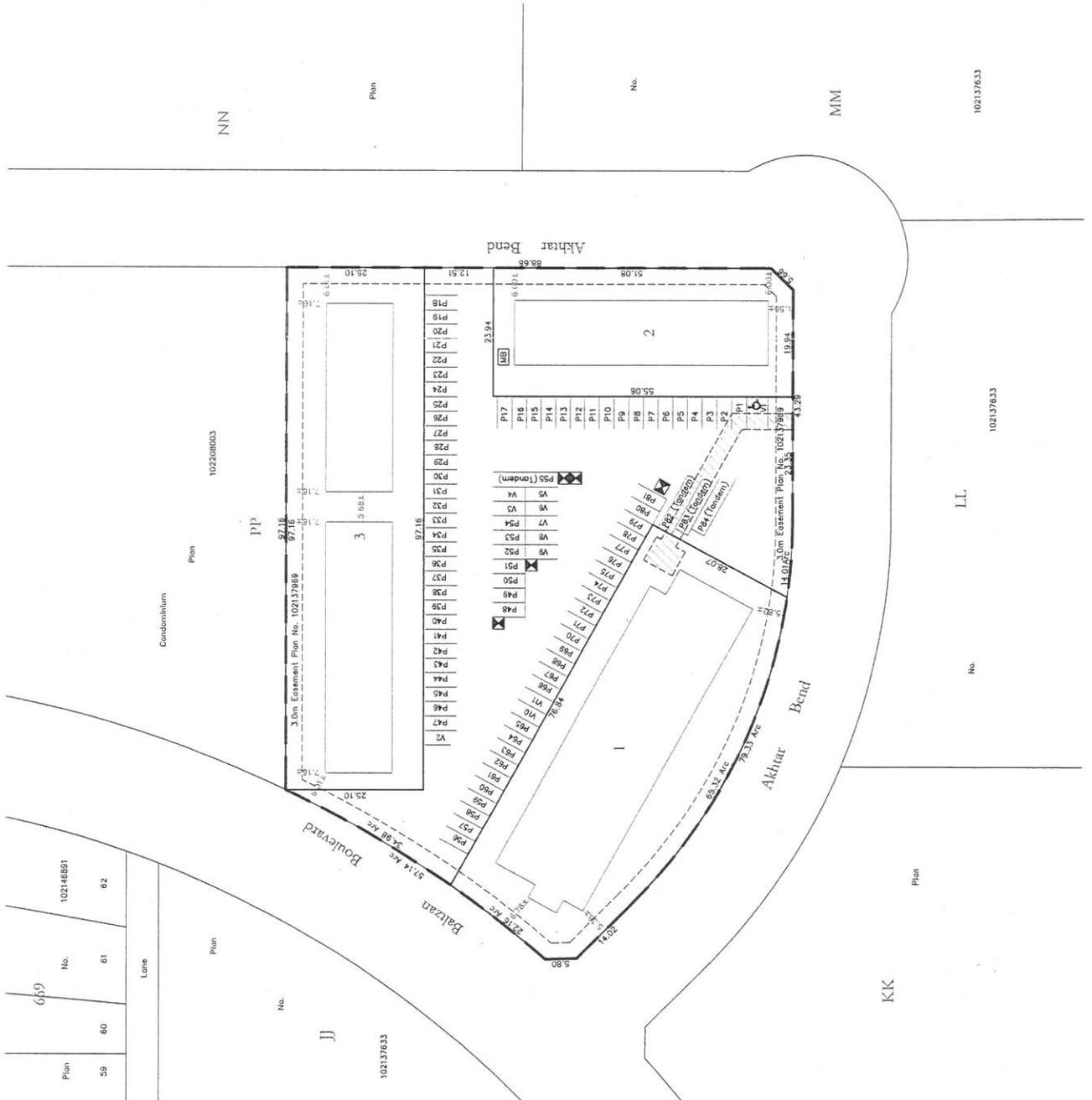
- ☒ Indicates garbage container locations
- ☐ Indicates proposed Joint use utility easement  
for SaskPower, SaskTel, and Shaw.
- ☒ Indicates approximate mailbox location

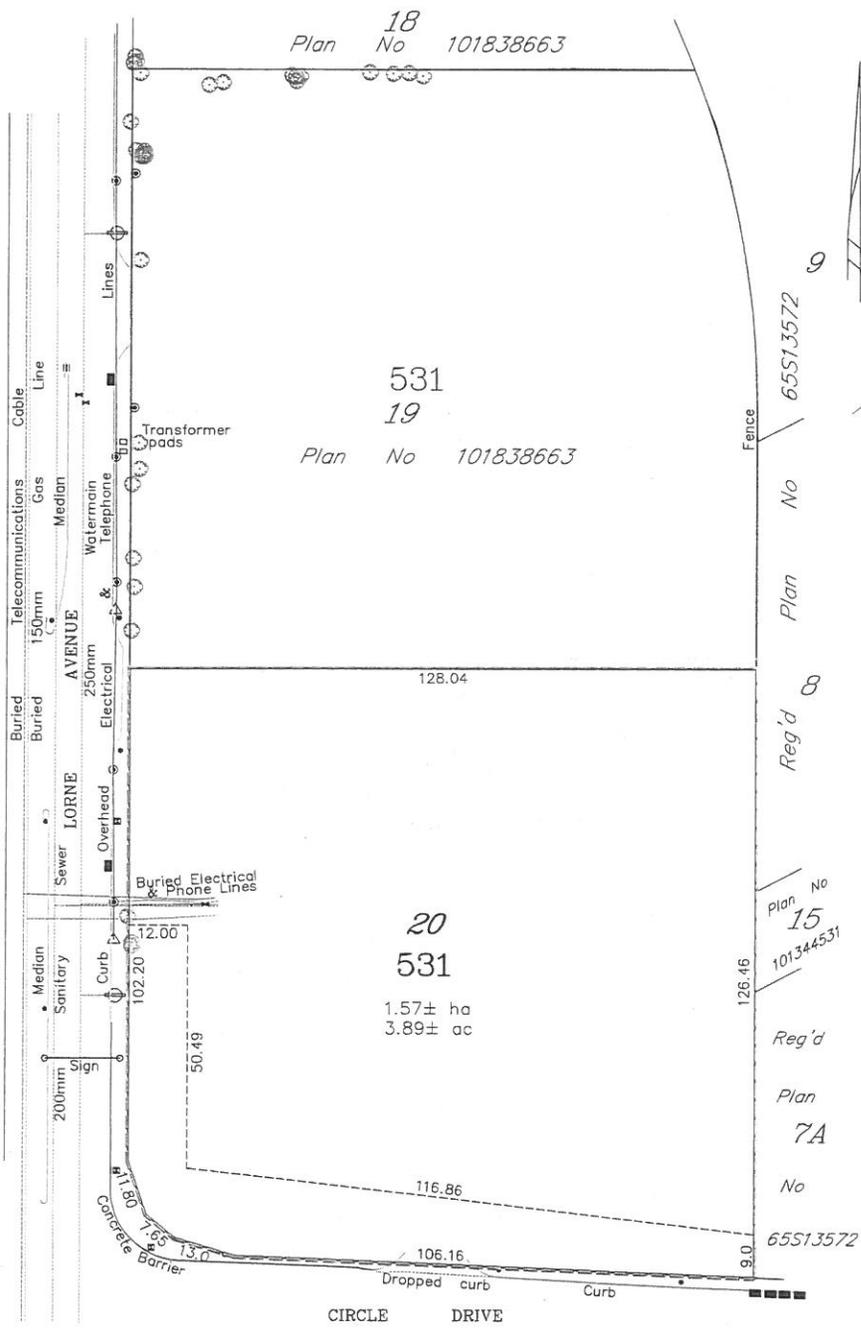
*Brad J. Luey*  
 Brad J. Luey, April 22, 2016  
 Saskatchewan Land Surveyor

Seal

Approved under the provisions of  
 Bylaw No. 6537 of the  
 City of Saskatoon  
 Date \_\_\_\_\_  
 Director of Planning & Development Division

Prepared by  
  
 15-2803M KY





PLAN OF PROPOSED  
 SUBDIVISION OF  
 PART OF  
 LOT 19, BLOCK 531,  
 PLAN NO 101838663  
 NW 1/4 SEC 16-36-5-3  
 2815 LORNE AVENUE  
 SASKATOON, SASK.  
 SCALE 1:1000

*[Signature]*  
 I.R. Webb August 12<sup>th</sup>, 2015  
 Saskatchewan Land Surveyor

Dimensions shown are in metres and decimals thereof.  
 Portion of this plan to be approved is outlined in red with a bold, dashed line and contains 1.57± ha (3.89± ac.).  
 Dimensions shown are approximate and may differ from the final plan of survey by 0.5± metres.

--- Proposed City of Saskatoon easement  
 --- for existing sanitary sewer

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

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

- LEGEND
- ⊙ Power pole with anchor
  - Curb drain
  - ⊠ Water valve
  - ⊙ Tree
  - ⊕ Hydrant
  - Light pole
  - Bollard
  - Sign

Prepared by  
*Webb Surveys*  
 13-2591sn CAS

Saskatoon  
 Plan of Proposed Subdivision  
 of Part of Lot 9 Block 8,  
 Reg'd Plan No. 1196  
 in the S.W. 1/4 Sec. 3,  
 Twp. 37, Rge. 5, W.3 Mer.  
 Saskatchewan  
 by Howard A. Larson, S.L.S.  
 2015

Scale 1:1250

Measurements are in metres  
 Area to be subdivided is outlined thus ---

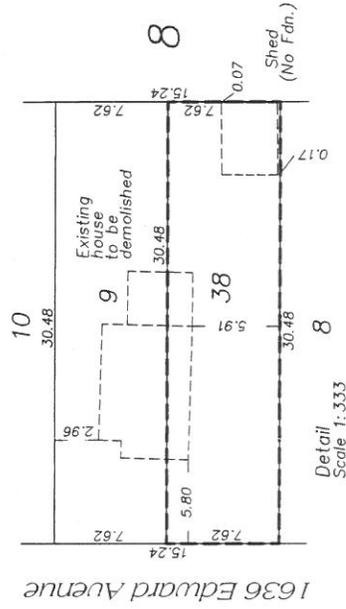
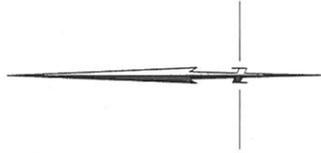
August 21, 2015

*Howard A. Larson*  
 Saskatchewan Land Surveyor

Approved under the provisions of Bylaw  
 number 6537 of the City of Saskatoon.

Community Services Department

Larson Surveys Ltd., Sask



1636 Edward Avenue

Detail  
 Scale 1:333

16	Plan 101461003
Reg'd 15	
14	Plan 101461025
13	
12	
11	
10	Plan 101461047
30.48	Plan 101461058
30.48	Plan 101461069
30.48	See Detail
8	
7	
6	
5	
4	
Plan 3B	
3A102150380	
2	
Plan 1A	
1B102151459	

Alexandria Avenue

Edward Avenue

Windsor Street



Plan

9

Detail  
 Scale 1:333

1196

No.

7

514

274



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## Update and Next Steps for Pleasant Hill Village

### Recommendation

That the information be received.

### Topic and Purpose

The purpose of this report is to provide an update on proceeding with development of Parcels A, C, and F in Pleasant Hill Village.

### Report Highlights

1. The 2015 Request for Proposals (RFP) for Parcels A, C, and F in Pleasant Hill Village has now concluded without securing a developer. A new approach to the sale of these parcels is now required.
2. A new land sales approach called “open market (with criteria)” will be pursued for the sale of Parcels A, C, and F to developer(s) that offer the best combination of offering price and ability to meet defined criteria within a set time period. The sale of Parcels A, C, and F will also be unbundled, and each parcel will be available for sale separately.
3. Storm sewer servicing work will be undertaken in 2016 to provide appropriate access for Parcels A and C, along with other site works to meet the vision of the Pleasant Hill Village Enhanced Concept Plan (Concept Plan).

### Strategic Goal

This report supports the City of Saskatoon’s (City) Strategic Goal of Quality of Life by directing investment into an established neighbourhood to enhance 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 with affordable home ownership opportunities into a community with a new school and wellness centre, daycare, and new seniors’ residence, while being surrounded by new and attractive park space (see Attachment 1).

The RFP to develop Parcels A, C, and F closed on March 12, 2015. One proposal was received, which scored well through the evaluation process. After receiving direction from City Council to proceed to sales agreements, the Administration and the proponent continued to work through due diligence on the proposal.

In January 2016, the proponent informed the Administration that they would not be proceeding further with the sales agreements, citing uncertain market conditions in Saskatoon. Since no other proposals were received, the RFP was concluded.

At its April 25, 2016 meeting, City Council approved amendments to Sale of Serviced City-Owned Lands Policy No. C09-033 to allow for new, more flexible land sales approaches. Open market (standard terms) and open market (with criteria) are two new approaches.

### **Report**

#### Update on the RFP Process

The 2015 Request for Proposals (RFP) for Parcels A, C, and F in Pleasant Hill Village has now concluded without securing a developer. A new approach to the sale of these parcels is now required.

#### Open Market (with Criteria) Land Sales Approach for Parcels A, C, and F

It is recommended that a more flexible land sales approach be undertaken, while ensuring that development proceeds in accordance with the fundamental objectives for Pleasant Hill Village and the Concept Plan.

Open market (with criteria) is a new land sales approach recommended for use when the City has a desire to achieve specific development objectives. This process is recommended for Pleasant Hill Village, where there is a desire to achieve specific objectives for the overall project and where there are defined criteria for the sale of the remaining Parcels A, C, and F. Defined criteria for the open market (with criteria) approach can include developer experience, an appropriate business case, building design, housing tenure, and other similar criteria. In this case, asking price and defined criteria for Pleasant Hill Village, including development objectives, are proposed in this report for consideration.

Development proposals received under this approach would be reviewed by the Administration and the Pleasant Hill Village Community Review Committee (Review Committee) to determine the best combination of price offered and ability to meet other defined criteria within a set time period. Proponents are required to submit offers/proposals similar to an RFP process that demonstrate ability to meet the criteria. A letter of credit, non-refundable deposit and/or performance bond within the sale agreements would be used by the City to ensure compliance with the defined criteria.

The following criteria will be incorporated into the open market (with criteria) sales approach for Parcels A, C, and F:

- a) proposals must be in accordance with the Concept Plan and fundamental objectives for Pleasant Hill Village;
- b) proposals must be for homeownership units only;
- c) a portion of development on all three parcels must be larger units (three or four bedrooms) to attract families;

## Update and Next Steps for Pleasant Hill Village

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- d) option for use of a shared equity model, to encourage attainable home ownership by providing for deferred down payment and lower monthly mortgage payments;
- e) option for a mixed-use proposal on Parcel F only; and
- f) housing must be low-rise, ground-oriented units; more height may be considered if the above criteria is met and stays within the maximum heights specified in the Zoning Bylaw.

Unbundling Parcels A, C, and F to sell individually is also proposed to provide additional flexibility to prospective developers.

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

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

The open market (with criteria) approach allows for price to be weighted among other criteria in order to achieve the desired development. 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.

### Update on Site Works and Allocation of Remaining Project Funds

To accommodate medium-density, low-rise housing in accordance with the Concept Plan, drainage and storm servicing upgrades are required on Parcels A and C. The required upgrades are estimated to cost between \$120,000 to \$160,000 and can be accommodated within remaining project funds. These upgrades will be complete in 2016 and will be undertaken with minimal disruption to surrounding properties and Grace Adam Metawewinihk Park.

The addition of a sidewalk on the south side of 19<sup>th</sup> Street will also be completed in 2016 at an estimated cost of \$35,000. If funds remain, interpretive signage in Grace Adam Metawewinihk Park that illustrates the historic and social value of Pleasant Hill will be explored.

### **Options to the Recommendation**

As noted below, sale of the subject lands will be considered by the Standing Policy Committee on Finance. At that time, the Committee may decide to follow the same RFP process that was previously utilized for disbursing Parcels A, C, and F in Pleasant Hill Village. This option is not recommended as it failed to secure a developer last time.

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

The Review Committee, consisting of representatives from the Pleasant Hill Community Association, the Administration, architecture and design professionals, area service

providers, and on-site residents, has provided valuable input on various aspects of development in Pleasant Hill Village and will continue to do so for Parcels A, C, and F.

**Financial Implications**

Proceeds from the sale of these parcels will be deposited in the Property Realized Reserve. Funding for all necessary site works to complete the Concept Plan will be undertaken with the remaining project funds.

**Other Considerations/Implications**

There are no 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**

The Administration will report back to the Standing Policy Committee on Finance with specific criteria and weighting prior to proceeding with the open market (with criteria) approach for Parcels A, C, and F. The Administration will also report back on the completion of site works still in-progress (e.g. sidewalk, drainage servicing, and signage) at the completion of the Pleasant Hill Village project.

**Public Notice**

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

**Attachment**

1. Pleasant Hill Village Map

**Report Approval**

Written by: Vicky Reaney, Senior Planner, Planning and Development Division

Reviewed by: Alan Wallace, Director of Planning and Development

Frank Long, Director of Saskatoon Land

Kerry Tarasoff, CFO/General Manager, Asset and Financial Management

Approved by: Randy Grauer, General Manager, Community Services

S/Reports/2016/PD/PDCS – Update and Next Steps for Pleasant Hill Village/ks

Pleasant Hill Village Map



**NOTE :**  
 Drawing not to be scaled. Illustration is intended to show site concept. Some components may not be exactly as shown or may be subject to minor design changes. To ensure accuracy, please refer to the Registered Plan of Survey.

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## 2016 Assistance to Community Groups Grant Program, Social Services Category

### Recommendation

1. That the recommended grants for 2016, totalling \$1,114,640 under the Social Services Category, Assistance to Community Groups Grant Program, be approved; and
2. That the Administration be authorized to execute three-year funding agreements for the flagship organizations.

### Topic and Purpose

The Social Services Subcommittee has completed the adjudication process for the 2016 Assistance to Community Groups Grant Program, Social Services Category, and respectfully submits this report and recommendations for approval.

### Report Highlights

1. The Social Services Subcommittee (Subcommittee) is recommending support, totalling \$1,114,640, which represents funding to 42 agencies. The total support is made up of \$512,100 in cash and \$602,540 in tax credits.
2. The flagship agencies are recommended for a three-year funding cycle from 2016 to 2018, inclusive.
3. Participation in the Saskatoon Collaborative Funders Partnership (SCFP) allows the funders to address the needs in the community in a more collaborative manner and encourages a more effective use of funds.

### Strategic Goal

This report supports the long-term strategy under “Quality of Life” to support community-building through direct investment.

### Background

The Subcommittee is appointed by recommendation of the Governance and Priorities Committee to City Council, and consists of Judy Shum, Chairperson, United Way of Saskatoon and Area (United Way); Carol McInnis, Greater Saskatoon Catholic School Board; Janet Simpson, Saskatoon Public School Board; Peter Wong, The Ministry of Social Services; and Heather Trischuk, Member at Large. The Subcommittee reviews applications from not-for-profit social service organizations, pursuant to Assistance to Community Groups Policy No. C03-018, ensuring objectives of the policy are met.

The 2016 Assistance to Community Groups Grant Program, Social Services Category (Social Services Grant Program) is administered as part of the SCFP. The SCFP is a collaboration between two Saskatoon organizations that provide grants to community

groups. The partners and the associated grants are as follows:

- a) City of Saskatoon – Social Services Grant Program; and
- b) United Way – Community Initiatives Fund.

The SCFP is organized so that partners use the same application form. However, each partner retains their own funding priorities, eligibility criteria, and review processes. The partners collaborate for the benefit of the community; however, still maintain their own decision-making processes and control of funds.

## **Report**

### Subcommittee Recommends Support Totalling \$1,114,640

The Subcommittee reviewed the requests for funds following the guidelines set out in Assistance to Community Groups Policy No. C03-018. Funding support is provided through a cash component and a tax credit component.

The Subcommittee evaluated the proposals, giving priority to projects and programs that provide a direct service to enhance the quality of life for vulnerable residents of Saskatoon, and where the need was clearly demonstrated by the applicant. The Social Services Grant Program criteria were carefully applied in each case.

The Subcommittee met on a number of occasions to review 62 applications requesting funds in excess of \$1,800,000; almost double the amount available.

The 2016 recommendations from the Subcommittee include support totalling \$1,114,640, which represents funding to 42 agencies (see Attachment 1). The \$1,114,640 is made up of \$512,100 in cash and \$602,540 in tax credits.

### Flagship Agencies Recommended for a Three-Year Funding Cycle

In 2009, City Council approved criteria for identifying flagship organizations that would be eligible for multi-year funding agreements for a three-year funding cycle (see Attachment 2).

The purpose of a multi-year funding agreement is:

- a) to reduce administrative workload, both internally within the City and externally within the agencies; and
- b) to provide agencies with a stable funding source to better enable them to strategically meet the needs of vulnerable populations with the city.

The current three-year funding cycle of flagship funding was completed in 2015. The Subcommittee is recommending ten organizations for flagship status for the next three-year cycle of 2016 to 2018, inclusive. The funding recommended for each of these organizations is included in Attachment 1.

Participation in the SCFP Addresses Needs in the Community and Effective Use of Funds

The Subcommittee was again pleased to participate in the SCFP, which allows the funders to address the needs in the community in a more collaborative manner and encourages a more effective use of funds. As part of the funding process, the Subcommittee was able to successfully cross-reference grants of the other funder to ensure as many agencies as possible would receive assistance. Ten of the twenty applications the City was unable to fund have been funded by the United Way.

The Subcommittee would like to thank the Administration for support throughout the adjudication process and would be pleased to answer any questions with respect to the recommendations.

**Options to the Recommendation**

The option exists to not accept the recommendations of the Subcommittee as presented. Further direction would then be required.

**Public and/or Stakeholder Involvement**

There was no public or stakeholder involvement other than the normal application and adjudication process, which is carried out by a City Council appointed subcommittee.

**Communication Plan**

All applicants have been advised of the recommendations of the Subcommittee.

**Financial Implications**

This program is funded through the operating budget in the Community Support Business Line.

**Other Considerations/Implications**

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

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

Final notification of funding decisions will be sent to all applications by June 30, 2016.

**Public Notice**

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

**Attachments**

1. 2016 to 2017 Assistance to Community Groups – Social Services Grant Program
2. City of Saskatoon Assistance to Community Groups Grant Program – Social Services Category - Flagship Category Multi-Year Agreements

Respectfully Submitted,

“Judy Shum”  
\_\_\_\_\_  
Judy Shum, Chairperson  
Social Services Subcommittee

S/Reports/2016/RCD/PDCS – 2016 Assistance to Community Groups Grant Program, Social Services Category/ks

### 2016 to 2017 Assistance to Community Groups - Social Services Grant Program

Organization	Project	Total Grant Approved	Cash	Taxes (2016 Estimate)
AIDS Saskatoon Inc.	601 Nutrition Program Assistant	\$14,500	\$14,500	
Alzheimer Society of Saskatchewan	First Link	\$0	\$0	
Autisim Services of Saskatoon	Customer Relations Management System Enhancements	\$0	\$0	
Autisim Services of Saskatoon	Day Camp Transportation	\$0	\$0	
Autisim Services of Saskatoon	Developing Marketing and Communications Plan and Volunteer Engagement Protocols	\$0	\$0	
Canadian Mental Health Association	Living Life to the Full - Helping You to Help Yourself	\$4,000	\$4,000	
Canadian National Institute for the Blind (CNIB)	Post Vision Loss Rehabilitation Therapy Program	\$10,000	\$10,000	
Canadian Red Cross Society (Canadian Red Cross, North Central Saskatchewan Region, Saskatoon Office)	Canadian Red Cross Programs and Services in Saskatoon	\$12,800		\$12,800
Catholic Family Sevices of Saskatoon	Walk-In Counselling	\$0		
Central Urban Metis Federation Inc.	Hessdorfer House FASD Supportive Living	\$30,300		\$30,300
Cheshire Homes of Saskatoon, Society	Life Enrichment Program	\$0	\$0	
Cheshire Homes of Saskatoon, Society	Sewer and Pavement Upgrade	\$0	\$0	
Community Legal Assistance Services for Saskatoon Inner City Inc. (CLASSIC)	Walk-in Advocacy Clinic	\$11,000	\$11,000	
Community Living Association Saskatoon Inc. (CLASI)	CLASI's Programs and Services for Individuals with Intellectual Disabilities	\$15,000	\$15,000	
Core Neighbourhood Youth Co-op	Safe Spaces	\$20,300	\$14,000	\$6,300
Crocus Co-operative	MInd, Body, and Soul	\$20,000		\$20,000
Elizabeth Fry Society of Saskatchewan Inc.	Client Care and Volunteer Services Coordinator	\$20,000	\$20,000	
FASD Network of Saskatchewan Inc	Intensive FASD Support for Families	\$10,000	\$10,000	
Frontier College	Kids' Summer Literacy Programs	\$12,500	\$12,500	
Girl Guides of Canada - Guides du Canada, Bridging Rivers Area Council	Girl Guides of Canada - Empowering Girls in the Community	\$7,700		\$7,700
Global Gathering Place Inc.	Global Gathering Place	\$14,200	\$14,200	
Habitat for Humanity Saskatoon Inc	Slimmon Road - Women's Build 2016	\$0	\$0	
John Howard Society of Saskatchewan, Saskatoon Office	Walk In These Shoes (W.I.T.S.) - a targetted response to reduce bullying	\$10,000	\$10,000	
Leadership Saskatoon	Leadership Saskatoon 2016 Bursary	\$0	\$0	

## 2016 to 2017 Assistance to Community Groups - Social Services Grant Program

Organization	Project	Total Grant Approved	Cash	Taxes (2016 Estimate)
Lung Association of Saskatchewan Inc.	Ongoing Programs and Services	\$11,400		\$11,400
Mennonite Central Committee Saskatchewan (MCCS)	MCCS Restorative Justice, Refugee, and Poverty Strategic Plan	\$21,300		\$21,300
OUTSaskatoon	Ongoing Programs and Services	\$16,000	\$16,000	
Prairie Hospice Society Inc.	Hospice Without Walls	\$0	\$0	
READ Saskatoon	Criss Cross Apple Sauce	\$0		
Sanctum Care Group Inc.	Care and Housing Coordinator	\$0		
Saskatchewan Association for Community Living	Youth Inclusion Program	\$0	\$0	
Saskatchewan Association for the Rehabilitation of the Brain Injured (SARBI)	SARBI Rehabilitation Services	\$2,500	\$2,500	
Saskatchewan Association of Rehabilitation Centres (SARC)	Provision of Administrative and Training Support to Organizations in the Disability Services Sector	\$10,000		\$10,000
Saskatchewan Deaf and Hard of Hearing Services Inc.	Community Service Worker	\$0	\$0	
Saskatchewan Intercultural Association Inc.	Intercultural Mentoring Program	\$0	\$0	
Saskatoon and District Labour Council (SDLC) Summer Snack Program	SDLC Summer Snack Program	\$7,500	\$7,500	
Saskatoon Community Service Village Inc (The Village)	Providing Affordable Space to Community-Based Organizations in the Village	\$13,300		\$13,300
Saskatoon Community Youth Arts Programming Inc. (SCYAP)	SCYAP Inner City After School and Community Drop-In Program	\$10,000	\$10,000	
Saskatoon Council on Aging Inc.	Saskatoon Council on Aging Outreach	\$12,000	\$12,000	
Saskatoon Indian and Metis Friendship Centre	Saskatoon Indian and Metis Friendship Centre	\$21,000		\$21,000
Saskatoon Mother's Centre Inc.	Together We Are Stronger Women in the Core Neighbourhoods	\$0	\$0	
Saskatoon Services for Seniors	Home Support Services	\$15,000	\$15,000	
Saskatoon Sexual Assault and Information Centre, Inc. (SSAIC)	Saskatoon Sexual Violence Response	\$16,000	\$16,000	
Saskatoon Student Wellness Initiative Toward Community Health, Inc.	Student Wellness Initiative Towards Community Health	\$22,000	\$22,000	
Sexual Health Centre Saskatoon	Ongoing Health Promotion Support Services	\$18,000	\$18,000	
Sexual Health Centre Saskatoon	Empowering Children and Youth with Health Education	\$0	\$0	

## 2016 to 2017 Assistance to Community Groups - Social Services Grant Program

Organization	Project	Total Grant Approved	Cash	Taxes (2016 Estimate)
Spectrum Core Community Services SCCS Inc.	Relief of Poverty and Homelessness: Free Laundry Service	\$8,300	\$3,700	\$4,600
Spectrum Core Community Services SCCS Inc.	Rainbow 50+	\$0	\$0	
St. Paul's Hospital Foundation Inc.	St. Paul's Hospital Healing Arts Program	\$0	\$0	
Station 20 West Development Corp.	Boxcar Mentorship Program	\$0	\$0	
STR8-UP - 10,000 Little Steps to Healing Inc.	Natawihew Workshops	\$10,000	\$10,000	
The Lighthouse Supported Living Inc.	Emergency Shelter Case Worker	\$28,800		\$28,800
Saskatoon Collaborative Funders Partnership		\$10,360	\$10,360	
		\$0		
<b>Flagships</b>				
Big Brothers Big Sisters of Saskatoon and Area Inc.	Flagship Funding	\$44,100	\$28,700	\$15,400
Catholic Family Services of Saskatoon	Flagship Funding	\$36,000	\$36,000	
CHEP Good Food Inc.	Flagship Funding	\$34,800	\$34,800	
Cosmopolitan Industries Ltd.	Flagship Funding	\$102,700		\$102,700
Family Service Saskatoon Inc.	Flagship Funding	\$33,000	\$33,000	
READ Saskatoon	Flagship Funding	\$22,000	\$22,000	
Saskatchewan Abilities Council	Flagship Funding	\$222,000		\$222,000
Saskatoon Food Bank Inc.	Flagship Funding	\$33,600	\$20,500	\$13,100
Saskatoon Friendship Inn	Flagship Funding	\$36,850	\$27,840	\$9,010
YWCA	Flagship Funding	\$31,000	\$31,000	
<b>Seniors Groups</b>				
Fairfield Senior Citizens Corporation	Ongoing Programs and Services	\$9,820		\$9,820
Senior Citizen's Service Association of Saskatoon	Ongoing Programs and Services	\$13,700		\$13,700
St. Georges Senior Citizens Club	Ongoing Programs and Services	\$14,210		\$14,210
		\$0		
EGADZ Tax Abatement		\$15,100		\$15,100
<b>GRAND TOTAL</b>		<b>\$1,114,640</b>	<b>\$512,100</b>	<b>\$602,540</b>

**Note:** The taxes are estimates for 2016 and will be updated once the final numbers are available.

## **City of Saskatoon Assistance to Community Groups Grant Program – Social Services Category Flagship Category Multi-Year Agreements**

### **Purpose**

The purpose of a multi-year funding agreement is:

- a) to reduce administrative workload, both internally within the City of Saskatoon (City) and externally within the agencies; and
- b) to provide agencies with a stable funding source to better enable them to strategically meet the needs of vulnerable populations with the city.

### **Criteria**

Organizations that will be considered for multi-year funding must meet the following criteria:

- a) be eligible for funding under the Assistance to Community Groups Grant Program, Social Services Category;
- b) have a long-term funding relationship with the City and currently receive a significant funding contribution provision of programs and services targeted to vulnerable populations that support access to clearly identified needs and basic service;
- c) demonstrate track record for service delivery, including quantity, scope, and quality;
- d) effective management practises;
- e) evidence of collaborative approach with other community organizations; and
- f) diversity in funding base, including support by other major funders (i.e. Government of Saskatchewan, United Way of Saskatoon and Area).

### **Conditions and Reporting**

All agencies in receipt of multi-year funding will be required to abide by the following conditions:

- a) all multi-year funding agreements will be for a period of three years in length;
- b) financial and program reporting will occur on an annual basis. The proposed reporting requirement will include the submission of the organization's annual financial statement and annual program report that are normally prepared for each organization's annual general meeting;
- c) payments to agencies will be based on the same timing and procedures as those receiving ongoing annual funding, through the cash grant social component;
- d) the agencies will not be eligible for increases, outside the terms of their current agreement, for the duration of the multi-year agreement unless significant, additional funds become available or there is a significant change in their operations; and
- e) any increases considered would be based on available funding and would only be for the duration of the current agreement.

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# Landscape Design and Development Standards for Parks and Open Space

## Recommendation

That the information be received.

## Topic and Purpose

The purpose of this report is to provide information on emerging Landscape Design and Development Standards. The report provides an overview of how these standards, in conjunction with well-defined approval processes, will guide future development of City parks and open spaces including parks, buffers, right of ways, boulevards, and berms.

## Report Highlights

1. As Saskatoon continues to grow, additional parks and open spaces are developed each year. The construction of parks and open spaces that require irrigation and a high level of maintenance have become common in the city's new subdivisions/neighbourhoods. This has contributed to increased pressures on the environmental and financial sustainability of parks and open spaces.
2. Implementation of renewed Landscape Design and Development Standards (LDDS) is one of many continuous improvement initiatives identified during the 2014 Parks Maintenance and Design Civic Service Review. Since 2014, the Parks Division has been working towards implementation of a number of initiatives to ensure that required long-term maintenance services can be provided in a safe, efficient, cost-effective, and environmentally responsible manner.
3. LDDS will provide formalized landscape design standards and well-defined approval processes, as identified and recommended in the Recreation and Parks Master Plan (Master Plan).
4. LDDS is intended to be a dynamic document that outlines reasonable minimum and maximum parameters of park and open space design and development, as well as a mandatory landscape design review process. The standards will be a continuous improvement tool used by the Parks Division to ensure that:
  - a) parks and open spaces are developed to service levels that reasonably meet the needs of citizens by aligning with the Park Development Guidelines;
  - b) on a go forward basis, the service level of constructed landscapes are within the capacity of the Parks Division to operate and maintain;
  - c) capital and operating resources are utilized in the most effective/efficient way; and

- d) park and open space development occurs in a reasonably equitable manner throughout all new and redeveloped parks and open space within the city.

### **Strategic Goals**

The recommendations in this report directly support four of the City of Saskatoon's (City) strategic goals: Continuous Improvement is supported through a long-term strategy to provide productive and cost-efficient maintenance service delivery. This report also supports the City's strategic Goals of Quality of Life, Environmental Leadership, and Sustainable Growth.

### **Background**

Policy and specification documents that are currently used to guide planning and development of parks and open space in the City include:

- a) Park Development Guidelines - an overarching planning document that provides high-level guidelines specifying the intended functions of different park classifications within Saskatoon; and
- b) Landscape Construction Specifications – a planning document that provides the construction drawings, design details, and written specifications necessary to ensure the quality of construction material and the method of installation are appropriate.

The intention of these two documents, in conjunction with the LDDS, is that they provide a comprehensive framework for the activities of all involved in the planning, design, and construction of parks and open space (see Attachment 1).

LDDS was originally developed as part of a special project in response to a January 16, 2012 City Council resolution requesting the Administration to report back in 2013 with recommendations regarding cost savings which may be realized as a result of establishing landscape standards. The LDDS document has since been revised to ensure consistency with the amended Park Development Guidelines and to reflect additional internal and external stakeholder input.

### **Report**

#### Increasing Cost of Maintaining Landscapes in Parks and Open Space

On average, over the last five years, the City has added approximately 30 to 40 hectares (ha) of parks and open space annually to the Parks' maintenance inventories; this is equivalent to approximately 40 football fields per year.

The development industry continues to develop many of these new parks and open space areas to a high level of design quality, with associated maintenance costs approaching \$20,000/ha per season. Some examples of high cost landscape elements include:

- a) large proportionate areas of irrigated non-recreational/low use irrigated turf;
- b) extensive planting beds (shrubs and other ornamental beds); and

- c) large areas of irrigated and planted centre medians, roundabouts, and boulevards, as well as neighbourhood entrance features.

As park inventory has continued to expand, increases to operating budgets have not always kept pace, at least in terms of a linear unit cost relationship. This funding challenge is being absorbed within current operations through continuous improvement efforts, however, erosion of some Parks service levels is occurring and will continue as high maintenance landscapes continue to be developed. The LDDS will provide design control to ensure that a lower cost balance of all landscapes (irrigated, non-irrigated, and naturalized) are developed to an environmentally and economically sustainable standard.

### LDDS impact on Park and Open Space Service Levels

Parks currently provides the following three basic forms of landscape service levels.

Irrigated – almost fully irrigated turf with approximately 2% to 15% of area planted to shrubs and 30 to 80 trees per hectare.

Non Irrigated – drought tolerant turf with approximately 2% to 5% of area planted to shrubs and 5 to 50 trees per hectare.

Naturalized - Self-sustaining landscape with drought tolerant naturalized grasses. Tree and shrub planting varies and is based on site specific conditions. Naturalized areas are managed to provide wildlife habitat so that biodiversity of the area is maintained and enhanced.

Each of these current service levels provides a different landscape experience supporting various Park functions. The noted service levels are also found in open space landscapes that are associated with roadway right of way areas, storm water storage basins, and City facility landscapes; however the types and amount of plant material can vary from identified levels as the primary purpose of these areas differs from parks.

LDDS have identified landscape amenity parameters (minimum and maximums) for each park and open space category to guide both the Land Division and private developers in new park and open space development (Attachment #2). The parameters were set at a level to ensure that park and open spaces will continue to support the primary function and purpose of the landscape while reducing cost and environmental impacts associated with maintenance requirements.

The LDDS will provide reasonable parameters for all types of landscape infrastructure such as lighting, waste receptacles, area of shrub plantings, number of trees, etc. However, the maximum area that can be developed to an irrigated service level will serve as the primary means to reduce costs and environmental impacts associated with park and open space development. Irrigated service levels will be gradually reduced in areas that do not directly support active recreation opportunities such as linear parks

and lower use/passive recreation areas within neighbourhood and district/multidistrict parks. It is estimated that once LDDS is fully implemented and applied over time to all new and upgraded park development, the total proportion of park space developed to a fully irrigated service level will be reduced by 30% to 40%. Provision of other park amenities such as benches, lighting, waste receptacles, sportfields, pathways, play areas, etc. will not change from historical levels of development.

Estimates associated with the impacts of LDDS on park design and associated capital and operating costs are outlined in Attachments 3 and 4. The attachments apply LDDS landscape parameters to existing linear and neighbourhood park space, which in the absence of standards, are currently constructed to a fully irrigated service level. LDDS will serve to control capital and ongoing operating costs, and improve landscape outcomes associated with park and open space development by:

- a) limiting irrigation to areas of recreation and high use/traffic;
- b) limiting the area of high maintenance planting beds in parks and open areas;
- c) ensuring that basic irrigation infrastructure is available in all park areas to support plant water requirements for establishment and during periods of drought;
- d) providing adequate volumes of topsoil and sufficient grades supporting plant health and park drainage; and
- e) ensuring that all park and open space development provides a 3 year establishment period for all plant material.

Application of LDDS will result in park and open spaces that are less reliant on irrigation by:

- a) incorporating slower growing, drought tolerant grasses, possibly grown to a taller height and potentially dormant/ brown in color during periods of reduced soil moisture;
- b) an increased number of trees planted in mulched groupings;
- c) increased use of hardy, drought tolerant shrub plantings, and;
- d) naturalized and low impact landscape design principles to create areas of visual interest in appropriate areas of non-irrigated park and open space areas.

LDDS will eventually apply to all park and open space capital upgrades. In time, city-wide consistency of park service levels will be achieved as all new and existing park and open space will be developed and upgraded to the minimum and maximum parameters established by the LDDS.

### Continuous Improvement Initiatives Implemented by the Parks Division

In 2014, the Executive Committee approved the recommendations that the Parks Division undergo a civic service review (CSR). Opportunities for operational efficiencies were identified by a broad cross section of Parks employees. It was determined that many of these initiatives would result in operational cost savings that could be reallocated to help offset cost increases associated with growth. The CSR identified that implementation of LDDS would support a future state where resilient parks and open spaces, that can save labor, save water, reduce environmental impact, and require less frequent capital replacement, are developed.

### LDDS and the Recreation and Parks Master Plan

The Master Plan gathered feedback from the community on what they want to see and do in Saskatoon parks and open spaces. Also, feedback was collected from various internal and external stakeholder groups. This feedback formed the basis of the Master Plan, including a recommendation that “The City will revisit, update, and enhance its current Park Development Guidelines policy and formalize its Landscape Design Standards.” LDDS aligns with the Master Plan by fulfilling the above recommendation and also contributes to achieving the goal of using recreation and parks services to protect, nurture, and sustain our natural and built environments.

### **Options to the Recommendation**

This report provides information on the emerging and gradual implementation of the new LDDS. The option exists to not proceed with implementation of LDDS and continue with parks and open spaces being developed at relatively high cost service levels. The main risk associated with this approach is long-term maintenance costs potentially outpacing available resources, limiting the ability of the Parks Division to provide approved service levels.

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

In the process of developing LDDS, the Administration undertook the following processes to gather feedback:

- a) consulted all affected Divisions within the Corporation (internal stakeholders);
- b) gathered feedback from the community during the Master Plan project, on what they want to see and do in parks and open spaces;
- c) consulted with key stakeholders for feedback during development of the Implementation Plan for the Master Plan; and
- d) in December 2015, reviewed LDDS and process with external development industry partners.

### **Communication Plan**

Initial feedback has been received from internal stakeholders. A communication and community engagement plan has been developed with the Communications Division to further engage external stakeholders. For example, all new park designs go through a

local community engagement process; engagement with the development industry will continue.

### **Financial Implications**

LDDS will provide quantifiable ongoing operating cost control for all future landscape development by primarily limiting the installation of irrigation in City parks and open spaces. Estimated operational savings would be in the range of \$1,000 to \$10,000 per ha depending on the park classification or type of open space where LDDS was applied. Park and Recreation Levy (levy) adjustments will be required to support the implementation of LDDS. Further investigation and reporting to internal and external stakeholders regarding Levy adjustments will be necessary.

### **Environmental Implications**

Environmental implications would include a potential greenhouse gas reduction, estimated at 9.5 kg of CO<sup>2</sup> per ha per year based on reduced mowing and trimming frequencies associated with non-irrigated parks and open space. As per LDDS, reduced potable water consumption of approximately 2.5M litres/ha/season would be realized for every hectare of landscape constructed to a non-irrigated service as opposed to the current irrigated service level. Irrigation water consumption reductions as a result of LDDS implementation would demonstrate leadership in terms of resource conservation to citizens, while also reducing demands on the current water treatment system and distribution infrastructure.

### **Other Considerations/Implications**

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

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

Implementation of a communication strategy, assessment of levy impacts, and consideration of additional internal stakeholder comments is required. A follow up report that addresses these items will be provided in 2017.

### **Public Notice**

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

### **Attachments**

1. Proposed Parks and Open Space Development Document Hierarchy
2. Landscape Design and Development Standards (Draft)
3. LDDS Asset Management/Operating Impact Park Comparison – Klombies Park
4. LDDS Asset Management/Operating Impact Park Comparison – Alexander MacGillvray Young Park

### **Report Approval**

Written and

Reviewed by: Darren Crilly, Director of Parks

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

## Landscape Design and Development Standards Document Hierarchy

<p>Park Development Guidelines (PDG)</p>	<p>Guideline for implementing the City of Saskatoon Official Community Plan Bylaw 8769 concerning the development of parks and recreation open space. Document is in force and being revised for Spring 2016 re-issue.</p>
<p>Landscape Design and Development Standards (LDDS)</p>	<p>Design standards for park categories in new neighbourhoods, city entranceways, buffers, right-of-ways, business improvement districts, industrial business districts, other public open space, and existing park upgrades. Document is in draft format.</p>
<p>Standard Construction Specifications (SCS)</p>	<p>Construction specifications and detail drawings for particular sections of work constructed on publicly owned park or park related lands including but not limited to parks, buffers, boulevards, and medians. Document is in force and being revised for January 2017 re-issue.</p>

DRAFT



# Landscape Design and Development Standards

March 8, 2016

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## 1.0 Background and Objectives

The City of Saskatoon Strategic Plan 2013 – 2023 provides seven Strategic Goals, including Environmental Leadership, Quality of Life, and Sustainable Growth. The Landscape Design and Development Standards (LDDS) were developed with these Strategic Goals in mind. The objective for this document is to provide landscape design standards and a well-defined approval process for those involved in park and open space development. The LDDS will enhance the ability of all involved in park and open space development to provide resilient parks and open space that save labor, reduce annual expenses and environmental impact and require less frequent capital replacement for the citizens of Saskatoon.

The Recreation and Parks Master Plan recognizes the importance of LDDS through the following Foundation Statement “The City of Saskatoon will direct our efforts toward achieving the greatest “public good” possible in return for the investment of limited public resources, as designated by City Council.” A goal developed from this statement includes “To use recreation and parks services to protect, nurture and sustain our natural and built environments”. Further, Master Plan Recommendation # 22 states “The City will revisit, update, and enhance it’s current Park Development Guidelines policy and formalize its Landscape Design Standards”.

The LDDS document provides environmental and economically sustainable standards for each park classification in new neighbourhoods as well as for city entranceways, buffers, right-of-ways, business improvement districts (BIDS), industrial business districts, other public open space, and existing park upgrades. It also includes the required landscape plan review process for sites that will be maintained by the Parks and Facilities Divisions.

Working with various proponents of the landscape development industry, the City reserves the right to modify if necessary, these standards to protect public interest and sustain the City’s development requirements. As required, site specific specifications may be applied upon mutual agreement between the City of Saskatoon and the proponent of the development.

## 2.0 Update Process

These landscape development standards are owned, maintained, and enforced by the City of Saskatoon and will be reviewed and updated as required.

- i. The Standards will be reviewed by representatives from the following:
  - Community Services: Parks, Planning and Development, Recreation & Community Development.
  - Transportation & Utilities: Construction & Design, Transportation and Public Works
  - Development Industry Representatives
- ii. Changes to these standards can be approved by the Parks Division Director or his/her designate.

### 3.0 Definitions

**Consultant** is a Landscape Architect, registered as a Full Member with the Saskatchewan Association of Landscape Architects (SALA), hired by the City or a Developer to develop landscape concept plans and construction documents.

**Developer** includes any private developer or municipal agency.

**Parks Division Landscape Development Coordinator** is the Community Services Department, Parks, Design Section designate coordinating the review and feedback process for all park and open space development and represents the Parks Division as the signing authority to approve all landscape plans in principle.

**Project Manager** is a City employed Landscape Architect or a person, or persons, or corporation hired by the City or a Proponent to undertake the management of a landscape development project to be constructed on public lands.

### 4.0 Landscape Development Regulatory Requirements and Supporting Documents

The Proponent is responsible for being aware of the regulatory requirements governing the development of parks and open spaces, and for compliance with these requirements.

City Council or Leadership Team adopts policies which may affect development standards and or the development process. Notwithstanding this, all development shall conform to City Council and Senior Management approved policies and be in accordance with Provincial and Federal legislation.

Regulatory and supporting documents referenced for the design standards for parks and open spaces are attached as Appendix A.

### 5.0 Design Principles for Landscape Development

#### 5.1 General: Policy and Document Hierarchy

The LDDS is an integral component of a comprehensive structure of documents, as illustrated below, which start with the provision of broad design goals for those involved in the process of landscape development and are completed by specifications and detail drawings for landscape construction.

<b>Park Development Guidelines (PDG)</b>	<b>Guideline for implementing the City of Saskatoon Official Community Plan Bylaw 8769 concerning the development of parks and recreation open space. Document is in force and being revised for Spring 2016 re-issue.</b>
<b>Landscape Design and Development Standards (LDDS)</b>	<b>Standards for park classification in new neighbourhoods, city entranceways, buffers, right-of-ways, business improvement districts, industrial business districts, other public open space, and existing park upgrades. Document is in draft format.</b>
<b>Standard Construction Specifications (SCS)</b>	<b>Construction specifications and detail drawings for particular sections of work constructed on publicly owned park or park related lands including but not limited to Parks, Buffers, Boulevards, and Medians. Document is in force and being revised for spring 2016 re-issue.</b>

The desired outcome of the application of this document structure would be for Saskatoon to be recognized for smart, sustainable growth which is environmentally and economically sustainable and contributes to a high quality of life.

## 5.2 Design with the Goal of a Sustainable Community

The Official Community Plan states that a sustainable community is a fundamental value.

“A sustainable community is one that meets its needs today without limiting the ability of future generations to meet their needs. This means a community that sustains its quality of life and accommodates growth and change by balancing long term economic, environmental and social needs.”. It also states “As we build new parks, renovate existing ones, bring programming into parks and conserve natural areas, we must consider the impact our actions have on the environment, on the economy and on future generations.”

The Official Community Plan recognizes the following principles:

- a) Economic diversity, economic security, and fiscal responsibility
- b) Environmental protection and stewardship;
- c) Equity in land use decisions and a fair distribution of community services;
- d) Efficient use of land, infrastructure and other resources in managing the City and accommodating growth and change;
- e) Decision making based on democratic institutions and public consultation; and
- f) Community safety through the application of the principles of Crime Prevention Through Environmental Design (CPTED)

In the context of developing or re-developing parks, streetscapes, boulevards, buffers, and other open spaces we will strive to build sustainable landscapes by considering the following:

- The overall present and future impact that designs will have on the environment, on the economy, on other municipal operations and civic services.
- Long term maintenance costs often exceed construction costs making it important to integrate maintenance considerations into the planning and design process to produce parks and open spaces that are resilient, attractive and cost effective.
- The need to reduce or eliminate the use of potable water and the reliance on conventional irrigation systems over the long term by increasing the use of native plant species and the application of xeriscape principles.
- The need to plan for adequate plant establishment watering and water needs for ongoing plant health. Plans that do not provide adequate consideration to plant establishment needs will tend to contribute to failed landscapes with increased capital/operational and environmental costs.
- The need to incorporate, preserve and complement significant natural features and areas to protect and enhance biodiversity, respect the physical capacity of land to accommodate development, and to preserve and promote the urban forest.
- The need to ensure parks and open space are designed to effectively capture, retain, and release storm water without adversely affecting the primary active or passive recreation function of the park and address increased maintenance costs.
- The need for adequate soil quality and quantity for successful landscapes by planning first for minimal soil disturbance and, where soil disturbance is unavoidable, provide a plan to remediate soils effectively, limit soil erosion, and create the best soil environment to ensure plant survival.
- The need to integrate effective plant protection into re-developed landscapes.

- The need to create designs with an emphasis on the selection of environmentally friendly, long-lasting, vandal resistant materials.

### 5.3 Design with Consideration to Local Climate and Season

#### 5.3.1 General

Saskatoon is part of the mixed grass prairie ecological region and has an annual total precipitation average of 350mm which is lower than Calgary, Edmonton, Regina, and Winnipeg. It's common to have cycles of both sustained droughts and extended wet periods. Extremely low temperatures in the winter and extremely high temperatures in the summer are normal for our region. Strong winds are also common.

#### 5.3.2 Consider the following:

- Plant material selected for parks and open spaces must be hardy and resilient with respect to local climate conditions and maintenance considerations:
  - Winter conditions require equipment and materials used to manage snow and ice. The management of snow removal and storage adjacent to and within open spaces directly affect the lifespan and winter use of park amenities and plant survival.
  - The application of salt-based snow/ice management products can result in overspray and soils saturated with high salt levels.
  - Required roadway maintenance work such as plowing and spring sweeping impact the lifespan of landscape amenities.
  - There is a need to provide efficient and safe access to operate equipment for snow management on lit park pathways.
  - The design load capacities of pathways and bridges must accommodate the weight and width of equipment needed for park snow management and other maintenance equipment.
  - The design and location of waste/recycle containers need to consider year-round access for user convenience and maintenance.
- Plant material that shows visual winter interest
- Site design should address grading, plant massing and species selection that enhance opportunities for year-round recreation activities.

### 5.4 Design with the Goal of a Safe Community

#### 5.4.1 General

The City of Saskatoon emphasizes the need to plan to ensure both a safe work environment and safe community.

**5.4.2** Consider the personal safety of contractors involved in park and open space construction and subsequently the public and municipal maintenance staff.

**5.4.3** Consider the lifecycle of maturing landscapes, and future public safety impacts and assess how designs will impact sight lines into and through the site and emergency services access.

**5.4.4** Crime Prevention Through Environmental Design (Policy A09-034) principles shall be followed including:

- All Neighbourhood Concept Plans and amendments shall be reviewed by the CPTED Review Committee for conformance with the principles of CPTED through the existing approval process. The required CPTED Review Committee Submission Application is available from Community Services. Responses to the CPTED Review Committee

recommendations must be submitted to the General Manager or Senior Management Team per the policy for final approval.

- All new or major renovations affecting City of Saskatoon structures, facilities, and developments with any public access or assembly potential or the potential to put the public or employees at risk by its design, shall conform to the principles of CPTED as determined by the CPTED Review Committee through a formal review.

**5.4.5** Refer to the publication 'Safe Growth and CPTED in Saskatoon'. Chapter 6.0 – Public Parks, Recreational Areas and Playgrounds and Chapter 8.0 Walkways/Linear Parks, Chapter 9.0 – General Lighting Strategies, and Chapter 10.0 General Landscape Strategies. This publication is available through Community Services, Planning and Development.

**5.4.6** Refer to the City of Saskatoon Official Community Plan Section 3.0, 'Principles of CPTED'.

#### **5.4.7 Pedestrian and Cyclist Safety**

- Sidewalks should be provided adjacent to the road if the road will be used for on-street parking during programmed activities within the park.
- Connectivity and integration to pedestrian and cycling infrastructure should be an element of park design. The design of mid-block crossings to facilitate pathway connectivity should be done in consultation with Transportation to ensure park design, roadway design, curb design and appropriate signage are considered as a comprehensive approach to addressing pedestrian and cyclist safety.

## **5.5 Design for Accessibility**

### **5.5.1 General**

Accessibility for people with disabilities is a priority for the Saskatchewan Human Rights Commission and the City of Saskatoon. Accessibility rights include the right to accessible services, transportation and employment.

- City of Saskatoon parks should strive for an overall environment which is accessible and provides a fulfilling recreational experience for all people.
- To ensure comprehensive accessibility in parks, pathways should be accessible and support amenities (i.e. benches, garbage receptacles) should comply with current accessibility design standards.

## 6.0 Landscape Development Review Process

### 6.1 General

A formal review of landscape plans is required to ensure proposed projects meet the City of Saskatoon's landscape development standards and to provide early consideration of associated maintenance cost implications. The review requirement includes, but is not limited to, landscape development in new neighbourhoods, re-development of parks and open spaces, city entranceways, neighbourhood entranceways, buffers, rights-of-way, streetscapes, industrial or commercial area tree planting, and landscaping of any other open space that will be maintained by Parks or Facilities Divisions.

In the case of new neighbourhood development the early stages of the development process is outlined in the document titled New Neighbourhood Design and Development Standards Manual Section Two – Land Development Process found on the City of Saskatoon website.

The following describes the process and the working drawing requirements for landscape development after the certificate of approval for development is provided for new neighbourhoods.

Review Process for Parks (Municipal Reserve and Drainage Parcels designed to a park standard)				
Park Type:	Working days required for typical review:			Landscape plan to be reviewed and approved by:
	Concept Plan	90% working drawings	Final working drawings	
New Park Development Park Redevelopment Significant Park Upgrades	10	15	10	Parks Facilities Recreation & Community Development  Public Works where the plan includes a facility requiring their access for maintenance  Other Affected Divisions as determined necessary by the Landscape Development Coordinator

<b>Review Process for Non-Park Landscapes</b>		
<b>Open Space Type:</b>	<b>Landscape Plan Submissions</b>	<b>Landscape plan to be reviewed and approved by:</b>
Urban Design Projects: Business Improvement Districts and City Wide Streetscapes	10 days required for review of concept plan. Prior to tendering a copy of the final landscape plan is to be submitted to the Parks Landscape Coordinator.	Parks Civic Facilities & Fleet Division where the plan includes a facility they will be maintaining
Centre Medians Roundabouts Lay-by's Buffers/Berms Neighbourhood Entranceways City Entranceways Other Landscapes	15 working days for an initial review of the landscape plan at a minimum of 60% completion and 10 working days for a final review of the plan where changes are required. Prior to tendering a copy of the final landscape plan is to be submitted to the Parks Landscape Coordinator.	Public Works where the plan includes a facility requiring their access for maintenance Other affected Divisions as determined necessary by the Landscape Development Coordinator

**All non-park landscape plans shall be drawn to an appropriate metric scale and include:**

- Above ground and below ground utility alignments;
- Back of curb, verge or walk;
- Tree and shrub set-backs;
- Proposed planting, including species, and spacing;
- Landscape edging, mulches and free-standing features;
- Proposed plant establishment plan including method and water source. The water plan and where applicable the irrigation system must comply with the standards as set out in the Parks SCSD. The watering plan must also provide for safe access to the site.

**Other Review Requirements:**

- Large or special landscape projects may require extended review time. Where projects are small and typical the review process may be expedited.
- All submittals of plans for the development or re-development of parks or other non-park landscape plans shall be to the attention of the Parks Landscape Development Coordinator. The Landscape Coordinator shall circulate each set of drawings for review by the Parks, Recreation & Community Development Divisions as applicable.
- The Proponent is responsible to circulate plans to other Divisions, stakeholders, external agencies or conservation authorities for approval as directed by the Landscape Coordinator.
- Any deviations from the landscape standards must be identified in writing with an explanation. A copy of this explanation shall be accompanied with the working drawings during the review process. Approval by the Parks Manager or designate is required for any deviation from the landscape development standards. Where a deviation is not acceptable, upon review, the next set of drawings must comply with the current landscape standard.
- An Environmental Protection Plan/Tree Protection Plan/Weed Control Plan (naturalized parks) may be required as applicable.
- All parks, streetscapes, and open space development intended for future civic ownership shall be reviewed by the CPTED Review Committee for conformance with the principles of CPTED through the existing approval process. The Proponent is responsible for applying to get CPTED approval. The required CPTED Review Committee submission form and process is available from Community Development.

- Significant park upgrades and redevelopment of parks will require the same level of plan submission as park development in new neighbourhoods.
- As-built back of lot grades and back of walk/curb grades shall be provided by the Proponent before the initiation of Concept Plans for all park development.

## 6.2 Submission One - Concept Plan for Parks

**6.2.1** The **initial submission concept plan** shall be developed to a 30% complete level. The level of required detail shall permit the following items to be effectively completed:

- Locate and identify the major functions/spaces/constructed features;
- Show the relationship of the functions/spaces/constructed features with respect to each other;
- Show the relationship of the site and pertinent amenities to adjacent, and local land uses (as applicable);
- Determine a preliminary resolution of technical and programming requirements;
- Indicate the locations of the utility rights-of-way within the project area and/or proposed utility corridors;
- Indicate existing grades, proposed direction of drainage, slope percentages, and adjacent land use information if the data is available;
- Indicate the intent for and extent of proposed irrigation;
- Provide a Class C itemized cost estimate in an electronic format (PDF);
- Minimum drawing sheet size shall be: ARCH D (24"X 36");
- Provide an appropriate site specific standard metric scale.
- Provide an overall pedestrian circulation plan illustrating connections to adjacent neighbourhoods, recreational amenities, trail system and note the connections to existing sidewalks, pathways and crosswalks.
- Provide a schematic environmental protection plan if applicable.
- Provide a tree protection plan if applicable.
- Provide a weed management plan if applicable.

**6.2.2** The Concept Plan shall indicate the classification of the municipal park or Open Space and its associated theme/function. The following is an example:

Park Classification	Park Theme and Function
Pocket Park	Child oriented, active recreation area
Linear Park	Pathway linkage

### 6.3 Submission Two – Preliminary Working Drawing Set for Parks

**6.3.1** The **second submission working drawing set** shall be developed to a 90% complete level, and must adhere to /include the following:

- A CPTED review is required at this stage in park development. The Proponent shall contact the CPTED Committee Coordinator to have their project placed on the agenda of an upcoming meeting date. Any specific concerns/issues are discussed at this time.
- Digital files submitted on a CD and accompanied by four,(4), hard copies of the revised working drawings,(or a quantity as determined by the Landscape Development Coordinator).
- Digital files shall be submitted in a PDF format, and must provide a written response and rationale to red-line mark-ups not addressed from the previous submission.
- An itemized Class B cost estimate in an electronic format (PDF).
- Drawing sets shall be generated in AutoCAD version 2010 or later.
- Minimum drawing sheet size shall be: ARCH D (24"X 36");
- Provide appropriate site specific standard metric scale.
- The inclusion of a north arrow, legend, key plan (showing location with respect to the street network), and a City standard title block (including name of owner/applicant, name and address of the consultant, address/legal description of the site, project name, drawing title and number, scale bar, date of submission, revisions and stamp of consulting Landscape Architect licensed with SALA).
- Drawings sets shall include: Title Sheet; Existing Conditions and Demolition/Removal Plan; Layout Plan; Grading Plan; Planting Plan; and Irrigation Plan Details.
- All details within the working drawings shall be referenced through a clear note or symbol that correlates to the details included within the drawing set.
- Planting plan with plant schedule of all proposed vegetation to be planted within the project limits. The Plant Schedule should provide Quantity/Key/Botanical Name/Common Name/Condition/Size/Spacing, and pertinent additional notes.
- The depiction of existing and adjacent buildings and public rights-of-way.
- The provision of dimensions and offsets from existing and proposed site features and landscape elements required for technical and zoning compliance. The following should also be included:
  - road corridors (ROW)
  - parking areas with defined parking spaces, private approaches (driveways).
  - site features, e.g. steps, terraces, fences, walkways, driveways, and other proposed features.
  - Irrigation lines (mains, laterals, valves, etc.), electrical conduit and light pole bases.
- Indicate turf areas which require seed, sod or other treatments.
- Display the project limit and relevant property lines.
- The location of proposed bicycle parking, site furniture, lighting, signage (regulatory, identification), play structures/equipment, recycling and waste management enclosures, and accessible access locations.

#### **6.4 Submission Three – Final Working Drawing Set for Parks**

The **third submission working drawing set** shall be developed to a final level and shall include the same standard of detail as the second submission with the addition of the following:

- Provide a written response and rationale to red-line mark-ups from the previous submission and deviations from City of Saskatoon design standards.
- Provide the written recommendations from the CPTED review at the 60% design stage.

**6.4.1** After the final review, the City's comments will be fully incorporated within the Final Working Drawing Set.

#### **6.5 100% Final Working Drawing Set**

All of the 100% working drawing sheets are to be stamped and signed by the landscape architect (prime consultant) registered with SALA, and any other sub-consultants used. All drawings become the property of the City of Saskatoon.

#### **6.6 Projects Managed by Parks Design Section**

For all projects managed by the Parks Division Design Section, the Landscape Development Coordinator, or designate, shall be responsible for the coordination of all on site inspections and approvals during the construction and maintenance periods until the Final Acceptance Certificate (FAC) is issued.

#### **6.7 Projects Managed by a an external Consultant/Project Manager**

The Project Manager shall provide to the Landscape Development Coordinator a bi-weekly site report during the construction phase including, but not limited to, an update on grading, pathway construction, lighting, irrigation, play apparatus installation, plant material installation, and any items that will require addressing through the Contemplated Change Orders (CCO's), Change Orders (CO's), and the Force Account process. Throughout the project's construction phase it will be the external Consultant/Project Manager's responsibility to prepare and distribute site meeting notes to the Landscape Development Coordinator, contractor, and sub-contractors, as applicable.

#### **6.8 Maintenance Inspection Report**

The Parks Division Landscape Development Coordinator shall be responsible for coordinating a monthly 'Maintenance Inspection Report' for each park development project after Construction Completion Certificate (CCC) and until FAC for the months between April and October. A copy of the monthly report shall be provided to the Contractor, Parks Division Superintendents, and the Project Manager within three working days of the inspection. When maintenance deficiencies are not addressed within the deficiency deadline indicated and circulated on the 'Maintenance Inspection Report' the Project Manager shall be responsible for informing the Landscape Development Coordinator who, in turn, shall determine the appropriate action which may include the hold-back of payment until the deficiencies are corrected. See Appendix C for a copy of the monthly 'Maintenance Inspection Report'. Measurements and Payments are specified in the Parks SCSD document.

#### **6.9 Record Documents**

The process and responsibility for ensuring comprehensive Record Documents begins with the Consultant and then transfers to the Contractor. Producing Record Documents shall be part of the Construction Contract under a separate cost item. Record Documents must reflect all changes, variations and modifications to the original design as the project proceeds. Record Documents shall be submitted to the Parks Division Landscape Development Coordinator.

## 7.0 Minimum and Maximum Amenity Standards by Park Classification

### 7.1 General

The following is a description of each development classification and a listing of the minimum and maximum level of amenities to be provided for each park classification. It also includes a description of naturalized parks as well as wet pond and dry pond buffers and the minimum and maximum level of amenities to be provided in these landscapes.

Park design and other landscape amenities or enhancements shall meet the minimum standard for development as set out in this document and the City of Saskatoon Administrative Policy A10-017 titled Park Development Guidelines. Amenities that exceed the maximum standard or deviate from the standard, as set out in this document, must be approved by the Parks Division Director or designate.

### 7.2 Neighbourhood Pocket Park Amenities

Amenity:	Minimum	Maximum	Consideration/Comments
Grading/leveling and seeding:	* <u>2% slope</u> seed entire site	*25% slope seed site specific	Sod or specialized seed mixes, including native grass seed, may be specified for various sites within the park.
Irrigation	Irrigate entire landscaped area	Same as minimum	
Pathway width	2.4m	3.0m	
Pathway surface	Asphalt or Concrete	Asphalt or Concrete	Concrete is preferred over asphalt where cost is comparable due to its longer expected life cycle.
Lighting	2/park	Site specific	Lighting is to be determined on a site by site basis with criteria to include safety, adjacent site lighting, and specifications required by the utility maintaining the light standards.
Trees	80/hectare	100/hectare	80% of deciduous trees planted in parks must be a minimum of 50mm diameter (B&B). 80% of coniferous trees must be a minimum of 1.5m in height. (see 10.17.6)
Planting Beds/ Shrubs	Site specific	2-5%_of the landscaped area	Planting beds will be limited to entranceway or a sign bed in pocket park design.
Park Benches	Site specific	6/hectare	Benches should be primarily located adjacent to a play area.
Trash Receptacles	Site specific	6/hectare	Year round access for maintenance must be a consideration for location.

Park Identity Sign	Site specific	1 per park	Per current standard.
Play structure	Site specific	1 per park	Community Services will determine whether play structures are located in a pocket park and what age range the play equipment will focus on based on community need.
Picnic Tables	Site specific	2/hectare	
Bike Racks	Site specific	2/hectare	Standard park bike rack to have the capacity to hold ~5-7 bicycles.
Bollards	Site specific	Site specific	As required but not encouraged adjacent to turf where line trimming is necessary.

\*see 10.13.1

### 7.3 Neighbourhood Core Park Amenities

Amenity	Minimum	Maximum	Consideration/Comments
Grading/ leveling and seeding:	*2% slope seed entire site	*25% slope seed site spe- cific	Sod or specialized seed mixes, including native grass seed, may be specified for various sites within the park.
Irrigation	Sports fields, 15m area around high use play areas and frontage if within percent- age	Site specific with no more than 50% of the maintained landscaped area.	Park design must include a system and/or establishment watering plan for three seasons post Construction Completion Certificate for trees and shrubs and the system/plan must include water source.
Pathway Width	2.4m	3.0m	
Pathways Surface	Asphalt surface as minimum for primary path- way.  Crusher dust as minimum for other pathways.	Site specific	Where grade is greater than 3%, asphalt is the minimum standard surface.  Concrete is acceptable as an alternative to asphalt where cost is comparable due to its longer expected life cycle.

Lighting	Primary park pathway	Site specific	<p>Lighting is to be determined on a site by site basis with criteria to include safety, adjacent site lighting, and specifications required by the utility maintaining the light standards.</p> <p>Connections to the primary pathway may also require lighting so park users have a continuous safe path with appropriate lighting.</p>
Trees	60/hectare	80/hectare	80% of deciduous trees planted in parks must be a minimum of 50mm diameter (B&B). 80% of coniferous trees must be a minimum of 1.5m in height. (see 10.17.6)
Planting Beds/Shrubs	Site specific	3% of maintained landscape area	
Park Benches	Site specific	2/hectare	
Trash Receptacles	Site specific	2/hectare	Trash receptacles to be placed near park entrance and adjacent to playground(s) as a minimum.
Picnic Tables	Site specific	3 per 5 hectares of park area	
Large Park Identity Signs	1/park	2/park	Large park identity signs will typically have the park name and an amenities map.
Small Park Identity Signs	Site specific	2/park	Small park identity signs will typically have only the park name.
Bollards	Site Specific	Site specific	As required but not encouraged adjacent to turf where line trimming is necessary.
Bike Racks	Site specific	3 per 5 hectares of park area	<p>Standard park bike rack to have the capacity to hold 5-7 bicycles.</p> <p>Maximum of one per play area or sportsfield.</p>
Play Structure	Site specific	1 per park unless otherwise determined by Community Services.	<p>Play structures in neighbourhood core parks are determined by Community Services through public consultation.</p> <p>One play structure per neighbourhood must meet minimum accessible playground requirements. See Administrative Policy A10-017.</p>

Water Play Feature/ Paddling Pool	Site specific	1 per neighbourhood	One water play feature is planned for every neighbourhood per current standard. Location and design will be determined by Community Services through public consultation.
Active Recreation Amenities	Site specific	Site Specific	Active Recreation Amenities in Core Neighbourhood Parks will be determined by Community Services.

\*see 10.13.1

#### 7.4 Linear Park Amenities

Amenity	Minimum	Maximum	Consideration/Comments
Grading/ leveling and seeding:	*2% slope seed entire site	*25% slope seed site specific	Sod or specialized seed mixes, including native grass seed, may be specified for various sites within the park.
Irrigation	Site to be designed as 100% non- irrigated site after plant es- tablishment.	Same as minimum	Park design must include an establishment watering plan for three seasons post Construction Completion Certificate for trees and shrubs and the system/plan must include water source. Emphasis shall be on entry and perimeter flankages.
Pathway Width	2.4m	3.0m	
Pathways Surface	Asphalt or Concrete	Asphalt or Concrete	Concrete is acceptable as an alternative to asphalt where cost is comparable due to its longer expected life cycle.  Granular pathways are not to be included in linear park designs because of slopes and potential for wash-out.
Lighting	Main path- way	Site specific	Lighting is to be determined on a site by site basis with criteria to include safety, adjacent site lighting, and specifications required by the utility maintaining the light standards.
Trees	40/hectare	80/hectare	80% of deciduous trees planted in parks must be a minimum of 50mm diameter (B&B). 80% of coniferous trees must be a minimum of 1.5m in height. (see 10.17.6)

Planting Beds/Shrubs	Site Specific	3% of maintained landscape area unless approved by Parks Division.	Preferred locations for shrub beds are entranceways, slope stabilization, park flankages and seating nodes.
Park Benches	3/hectare	Site specific	
Trash Receptacles	3/hectare	Site specific	
Small Park Identity Sign	2/park	Site specific	Small park identity signs typically have only the park name.
Bollards	Site specific	Site specific	As required but not encouraged adjacent to turf where line trimming is necessary.
Active Recreation Amenities	Active recreation is not typical except for pathway use.	Site Specific	Sports amenities are typically not provided in linear parks because of limited appropriate space.

\*see 10.13.1

**7.4.1** Linear park design will require an approved engineered solution, as part of the park design, to manage water that will flow into the park originating from adjacent homes or streets.

### 7.5 Village Square Amenities

Amenity	Minimum	Maximum	Comments
Grading/leveling and seeding:	*2% slope seed entire site	*25% slope seed site specific	Sod or specialized seed mixes, including native grass seed, may be specified for various sites within the park.
Irrigation	Entire maintained landscape	Same as minimum	
Pathway Width	2.4m	3.0m	
Pathways Surface	Concrete for main park pathways to match surrounding sidewalks	Site specific	The use of unit pavers or multiple pathway surfaces should be limited and must be approved by the Parks Division. The use of varying pathway surfaces in the same park is discouraged because of potential tripping hazards caused by differential settlement where surfaces meet.

Lighting	Site specific	2/park	Lighting is to be determined on a site by site basis with criteria to include safety, adjacent site lighting, and specifications required by the utility maintaining the light standards.
Electrical Service	Site specific	1	Electrical service will be determined by need in consultation with Community Services.
Trees	50/hectare	80/hectare	80% of deciduous trees planted in parks must be a minimum of 50mm diameter (B&B). 80% of coniferous trees must be a minimum of 1.5m in height. (see 10.17.6)
Planting Beds/Shrubs	Site specific	5% of the maintained landscape area	
Park Benches	Site specific	Same as minimum	
Trash Receptacles	Site specific	Same as minimum	
Park Identity Sign	Site specific	1/park	
Bicycle Rack	Site specific	Same as minimum	Standard park bike rack to have the capacity to hold 5-7 bicycles.
Active Recreation Amenities	Not required	Not required	Village Squares do not typically function as a site for active sports.

\*see 10.13.1

## 7.6 District/Multi District Park Amenities

Amenity	Minimum	Maximum	Comments
Grading/leveling and sod or seeding:	*2% slope seed entire site	*25% slope seed site specific	Sod or specialized seed mixes, including native grass seed, may be specified for various sites within the park.
Irrigation	Sports fields, 15m area around high use play areas and if within percentage	Site specific with no more than 50% of the maintained landscaped area.	Park design must include a system and/or establishment watering plan for three seasons post Construction Completion Certificate for trees and shrubs and the system/plan must include water source.
Pathway Width	2.4m	3.0m	

Pathways Surface	Asphalt where pathway grade is greater than 3%.	Site specific and as approved by Parks Division.	Where grade is greater than 3% asphalt is the minimum standard surface. Crusher dust may be used for pathway surface where grade is less than 3% when approved by the Parks Division.
Parking lot surface	Granular	Site specific	The number of parking sites and size of the parking lot will be determined by need through Community Services.
Lighting	Site specific	Site specific	Lighting is to be determined on a site by site basis with criteria to include safety, adjacent site lighting, and specifications required by the utility maintaining the light standards.
Trees	40/hectare	60/hectare	80% of deciduous trees planted in parks must be a minimum of 50mm diameter (B&B). 80% of coniferous trees must be a minimum of 1.5m in height. (see 10.17.6)
Planting Beds/Shrubs	Site specific	2% of maintained landscape area.	
Park Benches	Site specific	1/hectare	
Trash Receptacles	Site specific	1/hectare	
Large Park Identity Sign	Site specific	3/park	Large park identity signs typically have the park name and an amenities map.
Bicycle Rack	Site specific	4 per 16 hectare area	Maximum of one per play area or sportsfield. Standard park bike rack to have the capacity to hold 5-7 bicycles.
Play Equipment	Site specific	Site specific	As determined by Community Services through their consultation process.
Active Recreation Amenities	Site specific	Site specific	As determined by Community Services through their sports organization consultation process. Refer to 'Multi-district and District Park – New Sportsfield Building Standards for Baseball Diamond, Softball Diamonds, and Multi-Purpose Field Building standards - Appendix B
Bollards	Site specific	Site specific	As required but not encouraged adjacent to turf where line trimming is necessary.
Satellite Maintenance Facility	Site Specific	Site Specific	Satellite Maintenance facility needs will be determined by the Parks Division in consultation with the Facilities Branch.

\*see 10.13.1

### 7.7 Industrial Park Amenities

Amenity	Minimum	Maximum	Comments
Grading/ leveling and seeding:	*2% slope seed entire site	*25% slope seed site specific	Sod or specialized seed mixes, including native grass seed, may be specified for various sites within the park.
Irrigation	Site to be designed as 100% non-irrigated site after plant establishment except active sports areas.	Same as minimum	Park design must include a system and/or establishment watering plan for three seasons post Construction Completion Certificate for trees and shrubs and the system/plan must include water source.
Pathway Width	2.4m	3.0m	
Pathway Surface	Asphalt surface as minimum for areas with a grade greater than 3%  Crusher dust as minimum for other pathways	Site specific	Where grade is greater than 3% asphalt is the minimum standard surface.  Concrete is preferred over asphalt where cost is comparable due to longer expected life cycle for concrete.
Lighting	Site specific	Site specific	Lighting is to be determined on a site by site basis with criteria to include safety, adjacent site lighting, and specifications required by the utility maintaining the light standards.
Trees	40\hectare	60\hectare	80% of deciduous trees planted in parks must be a minimum of 60mm diameter. 80% of coniferous trees must be a minimum of 1.5m in height.
Planting Beds/ Shrub	Site specific	2% of the landscaped area	
Park Benches	Site specific	3 per hectare	
Trash Receptacles	Site specific	2 per hectare	
Park Identity Sign	Site specific	1 per park	Large park identity signs typically have the park name and an amenities map.
Bollards	Site specific	Site specific	As required but not encouraged adjacent to turf where line trimming is necessary.

Active Recreation Amenities	Site specific	Site specific	As determined by Community Services through their sports organization consultation process. Refer to 'Multi-district and District Park – New Sportsfield Building Standards for Baseball Diamond, Softball Diamonds, and Multi-Purpose Field Building standards - Appendix B
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\*see 10.13.1

**7.8 The Special Use Park** is a City-wide resource. Each park responds to unique site circumstances and provides unique programming opportunities. This park type will be subject to less detailed development guidelines than the others in the hierarchy.

## 7.9 Naturalized Parks

### 7.9.1 General

**Naturalized Parks** are intended to provide citizens with environmentally sustainable green spaces. These areas will serve as venues for the appreciation and enjoyment of nature, while preserving the biodiversity associated with our city's natural heritage. The design and development of naturalized parks are to align with our strategic goal of environmental leadership.

For the purpose of designing naturalized landscapes a Consultant may be retained that may or may not be licensed with SALA but has specific expertise and experience in the development and management of naturalized areas.

**7.9.2** The preservation of an existing natural area or the restoration of a natural area within a disturbed site will be determined at the Neighbourhood Concept Plan stage of development and requires a site specific management plan reflecting the intended objectives for the site.

**7.9.3** When developing naturalized park areas all land management decisions must be based on sound ecological principles to ensure the landscape becomes as self-sustaining as possible.

**7.9.4** All turf areas are to be considered natural, non-irrigated and should include site specific native grass species. Only in exceptional cases, when a non-native, non-irrigated seed mix is determined to be the best choice for the site, will a temporary irrigation system be considered as part of the turf establishment plan.

**7.9.5** Where native grasses are desired specifications are available from the Parks Division and are found on the Community Services, Parks, Grounds Maintenance, Naturalized Areas website.

**7.9.6** Naturalized Park design shall strive to use 100% native plant material.

**7.9.7** Plants that have a positive ecological benefit, even if considered weeds in a manicured park setting, will be accepted provided they offer important ecological functions. As an example alfalfa fixes nitrogen in the soil, prevents soil erosion, provides cover for both songbirds and waterfowl, and is a food source for butterflies.

**7.9.8** Plants listed provincially as Prohibited, Noxious, or Nuisance shall be managed as required by the Provincial Weed Control Act (2010).

**7.9.9** The connectivity between naturalized areas must be demonstrated at the conceptual design stage. All designs must consider the establishment and continuation of wildlife corridors and existing ecosystems.

**7.9.10** Interpretive signage shall be used to inform park users of the importance and benefit of naturalized areas and its site specific attributes.

### 7.9.11 Naturalized Park Amenities

Amenity	Minimum	Maximum	Comments
Grading/leveling and seeding:	*2% slope seed entire site	*25% slope seed site specific	Site specific grass seed mixtures will be used. Naturalized parks will require a site specific weed control plan for effective establishment of native grasses.
Irrigation	Site to be designed as a 100% non-irrigated site after plant establishment.	Same as minimum	Park design must include a system and/or establishment watering plan for three seasons post Construction Completion Certificate for trees and shrubs and the system/plan must include water source.
Pathway width	2.4m	3.0m	There may be naturalized sites where pathways are not required.
Pathway surface	Crusher dust or woodchip mulch	Site specific	Pathway surface must compliment the objectives of the site and provide adequate accessibility.
Lighting	Site specific	Site specific	Lighting is not normally recommended for naturalized park settings however safety will be a consideration.
Trees	Site specific	Site specific	Tree planting must be consistent with the specific site objectives.
Planting Beds/ Shrubs	Site specific	5% of maintained landscape	Planting beds must be consistent with the specific site objectives.
Park amenities including park benches, picnic tables, and trash/recycle receptacles.	Site specific	Site specific	All site amenities should be selected and designed to achieve site specific naturalization objectives.
Park Identity Sign	Site specific	3/park	
Interpretive Sign	Site specific	Site specific	Interpretive signage should be selected and designed to achieve site specific objectives.
Bollards	As required	As required	As required but not encouraged adjacent to turf where line trimming is necessary.
Active Recreation Amenities	Not typical	Not typical	Naturalized parks should emphasize passive recreation.

\*see 10.13.1

## 7.10 Storm Water Storage Basins

### 7.10.1 General

Any Dedicated Lands or utility parcels used in part for storm water management facilities should be integrated with parks where circumstances permit. Storm water facilities that are located bordering parks must be designed to complement the adjacent park development. Dedicated Lands include Municipal Reserve, Environmental Reserve, and Utility Parcels per the Planning and Development Act, 2007.

**7.10.2** Planning and development of all integrated sites shall be a collaborative process involving the Developer and the City. Funding for the construction and subsequent maintenance of the storm water management facilities on integrated sites must be one of the subjects of this process and subsequent agreement prior to design.

**7.10.3** The developer shall be required to pay the cost of the required initial landscape designs for all storm water management facilities on integrated sites.

**7.10.4** All storm water basin design and construction shall adhere to Transportation and Utilities, New Neighbourhood Design and Development Standards Section Six Storm Water Drainage System.

## 7.11 Wet Ponds

### 7.11.1 General

Wet ponds are designed to retain and treat storm water runoff. They are typically located at local low points or adjacent to or part of an existing watercourse. Public access and safety issues are to be addressed in the design of the basin.

- Naturalized shorelines are preferred over inorganic shorelines.
- Edge treatments (i.e. plantings and stabilization methodologies) shall be compatible with adjacent land use and consider safety, and maintenance access.
- The area around the wet pond, up to the design event flood level, shall have sod placed or be protected with a silt fence during the construction phase to prevent erosion and sedimentation.

### 7.11.2 Wet Pond Buffers will be built to the following standard:

Amenity	Minimum	Maximum	Comments
Grading/leveling and seeding:	*2% slope seed entire site	*25% slope seed site specific	Wet pond buffers designed with native grasses require a site specific weed control plan for effective establishment of these grasses.
Irrigation	Site to be designed as 100% non-irrigated after plant establishment.	Site specific	Park design must include a system and/or establishment watering plan for three seasons post Construction Completion Certificate for trees and shrubs and the system/plan must include water source.
Pathway Width	2.4m	3.0m	
Pathways Surface	Site specific	Site specific	

Lighting	No minimum	Site specific	Lighting is typically not warranted in naturalized sites.
Trees	Site specific	Site specific	
Planting Beds/Shrubs	Site specific	15% unless approved by Parks.	
Park Benches	Site specific	3/hectare unless approved by Parks.	
Trash Receptacles	Site specific	2/hectare unless approved by Parks.	
Signage	Site specific	1/park	Wet pond sites may require interpretive signage or signage for public safety.

\*see 10.13.1

## 7.12 Dry Ponds

### 7.12.1 General

Dry Ponds are designed to act as a temporary holding facility for storm water runoff and delay the release of runoff into the municipal storm drainage system. Dry ponds are not considered to be a treatment facility for water quality improvement, although some removal of settleable solids may occur.

- Public access and safety issues, especially when the pond is in operation, shall be addressed in the design of the basin.
- Park design must provide for maintenance personnel and equipment to access manholes and other appurtenances:
  - when the ground is saturated without causing significant damage to the park or compaction of soils;
  - when ground is frozen.
- Pathways shall not be built through dry pond basins.

**7.12.2 Dry Pond landscaping will be to the following standard:**

Amenity	Minimum	Maximum	Comments
Grading/ leveling and seeding:	*2% slope seed entire site	*25% slope seed site specific	Sod or specialized seed mixes, including native grass seed, may be specified.
Irrigation	Site to be designed as 100% non- irrigated after plant estab- lishment.	Site specific	Park design must include a system and/or establishment watering plan for three seasons post Construction Completion Certificate for trees and shrubs and the system/plan must include water source.
Trees	Site specific	50/hectare	Trees are not to be placed in the basin of dry ponds.
Planting Beds/Shrubs	Site specific	2% of landscapable area unless approved by Parks.	Plant material in beds to be selected with low water requirements so as not to require supplementary irrigation after establishment. Planting beds are not to be placed in the basin of dry ponds
Signage	Site specific	1/park	Dry pond sites may require signage for public safety

\*see 10.13.1

**7.13 Constructed Wetlands****7.13.1 General**

Constructed wetlands are preferred over wet ponds. Constructed wetlands consist of a fore-bay and a shallow environment suitable for the growth of aquatic and semi-aquatic plants. They may be used to provide an enhanced level of water treatment via sedimentation, filtration, and biological uptake. Constructed wetlands may be built in conjunction with downstream wet ponds.

**7.13.2** Design for Constructed Wetlands shall conform to the Strategic Services website titled 'New Neighbourhood Design and Development Standards - Section 6'.

**7.14 Wetlands**

Naturally occurring wetlands may be incorporated into parks and/or storm water management systems. In all cases when incorporating natural wetlands into surrounding development, appropriate buffering and transitioning must be addressed in a way that preserves or enhances the natural biodiversity, and function of the wetland. Whenever possible, integration of wetlands into Naturalized Parks is preferred. The City's Wetland Policy (C09-041) is in place.

## 8.0 Setbacks

### 8.1 General

Setback standards for trees and shrubs are provided to balance aesthetic and environmental goals while also considering maintenance requirements, standards set by utility companies, other City Departments, life cycle maintenance costs, tree health, and safety for both the public and workers. Set-backs are also developed to reduce conflict between hard surface elements, vertical elements and plant material. The set-backs reflect minimum distances. The proximity of trees to hard surfaces, park amenities and fence lines, and tree canopies obstructing roads, walkways, and private property affect environmental and operational sustainability. To mitigate these costs plant materials should be set back further than the minimum established requirement. Increased set-backs also provide more space for trunk and root growth, and reduce conflicts with hard surfaces over time. All landscape plans and specifications submitted to the City of Saskatoon for approval shall conform to the requirements set out in this document and the most current edition of the Parks SCSD document.

## 9.0 Road Rights-of-Way

### 9.1 General

The City recognizes the importance of sustaining and enhancing the urban forest along City streets and rights-of-way. Trees and shrubs provide a design function and are aesthetically pleasing. These sites are typically challenging because of limited root volume, reduced ability to collect natural rain fall and exposure to salts used in snow management and de-icing activities. Poor performance of plant material is commonplace. As irrigation for these sites is costly, it is typically not provided. Water requirements during plant establishment and extended periods of drought may require the use of large water trucks, often on very busy roadways. Additionally, maintenance and plant material replacement often requires costly road closures adjacent to medians and can be problematic from a safety perspective.

Snow clearance activities done in close proximity to medians, and the use of these areas for snow loading, result in additional stress for plant material. As operators try to maneuver safely around trees with limited space there is also a greater potential for tree damage. Sight lines can also be a safety issue for traffic and pedestrians. Coordination with other infrastructure maintenance procedures such as access to manholes or curb boxes also makes maintenance access at these sites challenging.

**9.1.1** Tree and planting bed design must conform to the set-back standards in the current Parks SCSD and the standards set out in this document.

**9.1.2** The required volume of approved (by Parks) loam soil on these sites shall be 200mm (8") throughout the landscape area with a desired topsoil volume of 14m<sup>3</sup> per tree.

**9.1.3** When considering landscape plans for these sites, technologies that increase soil volume and moisture holding capacity such as Structural Soil Cell should be considered to provide improved tree health outcomes.

**9.1.4** All plantings adjacent to roadways shall be evaluated for potential visual or physical obstructions of traffic signals and traffic signs.

**9.1.5** All plantings adjacent to roadways shall be evaluated for potential sight line obstruction that could impact public or worker safety.

**9.1.6** The Parks Division must review and approve all landscape plans adjacent to roadways where they will be responsible for long term maintenance. This includes, but is not limited to, all boulevards, buffer strips, berms, city entranceways, community entranceways, centre median islands, traffic islands, lay-by's, roundabouts, business improvement district planting and industrial or commercial district planting.

## 9.2 Residential Boulevards

**9.2.1** Minimum deciduous tree caliper size planted on residential boulevards shall be 30mm / #15 container.

**9.2.2** Coniferous trees shall not be planted on residential boulevards.

## 9.3 Collector Roadway Boulevards

**9.3.1** Minimum deciduous tree caliper size shall be 50mm.

**9.3.2** Unless approved by Parks, collector roadway boulevards shall not be designed to include planting beds, shrubs, perennials, annuals, or ground covers.

## 9.4 Arterial Roadway Boulevards

**9.4.1** Where tree plantings are proposed adjacent to roadways with posted driving speeds  $\geq 60$ km per hour a plan shall be provided that demonstrates how salt damage will be mitigated and how safe access for watering and tree maintenance will be achieved. A review by the Urban Forestry Section of Parks may indicate that an approved automatic irrigation system, meeting the Parks Division standards, is required for these plant sites prior to approval.

**9.4.2** Minimum deciduous tree caliper size shall be 60mm.

**9.4.3** Arterial roadways that pass through natural or naturalized areas shall be considered on a case by case basis. Landscape plans for these areas must be completed in consultation with the Naturalized Area Program Superintendent of the Parks Division.

**9.4.4** On existing arterial roadways the above standards shall be applied when the arterial is substantially upgraded.

## 9.5 Buffer Strips/Berms

### 9.5.1 General

A **buffer strip** is a parcel of land required to protect one land use from another, or lessens the incompatibility between different land uses through the use of landscaping, open space or other features.

A **berm** is land where the grade level is higher than that of the land outside the buffer strip. They are meant to improve the physical and/or sound qualities between adjacent land uses. (City Council Policy C09-017 Buffer Strips - Provision and Construction Criteria)

**9.5.2** Provide 200mm (8") of approved topsoil for any berm or buffer strip planned for grass seed, shrubs, or tree planting.

**9.5.3** A mix of 40% coniferous and 60% deciduous trees is to be planted on buffer strips or berms where set-back standards allow.

**9.5.4** Berm planting shall consist of groupings of trees and shrubs placed in beds.

**9.5.5** Where shrub species are planted in beds the minimum mature height of plant material should be 2.0m.

## 9.6 City Entranceways

### 9.6.1 General

These sites' include major entranceways into the City of Saskatoon. The goal is to visually enhance entranceways, diminish the monotony of motorways, promote a feeling of pride for residents, and provide visitors with a cohesive visual link and a positive impression of our city.

**9.6.2** Provide 200mm (8") of approved topsoil for any entranceway planned for seed, planting beds, or tree planting.

**9.6.3** Tree planting ratios for City entranceway planting should be 60% deciduous and 40% coniferous.

**9.6.4** Planting should adhere to the standards set out in the City Entrances Landscape Development Master Plan.

**9.6.5** Site specific soil type, drainage, road salt, traffic pollution impact, and plant hardiness under extended drought and extended moisture conditions shall be considered when selecting location and species of trees.

**9.6.6** Interchange planting sites shall consist of groupings of large canopy species of trees placed in beds.

**9.6.7** Where shrub species are planted on interchange sites the minimum mature height of plant material shall be 2.0m.

**9.6.8** Trees or shrubs should not be planted less than 10m from roadways with driving speeds in excess of 60km per hour.

**9.6.9** There should be a mix of 20% minimum caliper of 50mm trees and 80% minimum 15mm trees.

## 9.7 Centre Median Islands, Traffic Islands, Lay-by's, and Roundabouts

### 9.7.1 General

Design for these landscapes shall include a method to prevent salt spray and other road contaminants from impacting landscape soil.

**9.7.2** Trees shall be planted a minimum of 7.5m from the bull nose of medians and islands.

**9.7.3** Trees and shrubs shall be set-back a minimum of 1.0m from the soil/hard surface interface.

**9.7.4** Minimum tree caliper shall be 60mm.

**9.7.5** To avoid conflicts with landscape improvements, below grade utilities should not be located under landscaped centre median islands.

**9.7.6 Centre Median Islands** are an elevated median constructed on the centre line of a roadway prior to an intersection and are used to prevent or restrict left-turns and/or through-movements to and from intersection roadways. This device also helps to reduce traffic short-cutting and the crossing distance for pedestrians.

**9.7.6.1** Centre medians islands  $\leq 2.0$  m in width will be hard surfaced throughout.

**9.7.6.2** Centre median islands  $> 2.0$ m in width, on roadways with speed limits  $\leq 50$ km per hour, may be planted with trees in combination with hard surface.

**9.7.6.3** Centre median islands  $> 2.0$ m in width, on roadways with speed limits  $\geq 60$ km per hour, may be planted with trees in combination with hard surface and shall require automatic irrigation.

**9.7.7 Traffic Islands/Lay-by's** are elevated medians constructed on local roadways, cul-de-sacs, or collector roads and may not be in the centre of the street. **Roundabouts** are a circular intersection where traffic flows counter-clockwise around a center island. They function as safe, efficient and less costly than signalized intersections. The unique one-way design of roundabouts also accommodates the turning radius of large vehicles, such as semi-trucks and buses.

**9.7.7.1** Perennials, annuals, or shrubs planting on traffic islands, lay-by's and roundabouts are not typically encouraged and shall only be planted when the landscape plan is approved by the Parks, Transportation and Public Works Divisions.

**9.7.7.2** Traffic Islands or Lay-by's >2.0m in width, on roadways with speed limits  $\leq$  50km/hour may be planted with trees in combination with hard surface where approved by the Parks Division, Transportation Branch and Public Works Branch.

## 9.8 Neighbourhood Entranceways

### 9.8.1 General

Neighbourhood entry points welcome visitors and resident to the neighbourhood and should be inviting.

**9.8.2** Landscape design shall provide adequate spacing to provide a minimum of a 2.0m mower to maneuver between trees and all vertical elements.

**9.8.3** Perennials, annuals, or shrub bed planting are not typically encouraged and shall only be planted when the landscape plan is approved by the Parks, Transportation and Public Works Divisions.

**9.8.4** Lighting of entranceway features is not recommended. When lighting is approved it shall be designed to the satisfaction of whoever is responsible for the long term maintenance of the site (e.g. Sask Power, Saskatoon Light and Power and/or the Facilities Division). The Transportation Division must also provide approval.

## 9.9 Industrial Business Districts

**9.9.1** Industrial business districts must be landscaped per the City of Saskatoon Zoning By-law 8770, Landscape Provisions Section 7 General Regulations for Landscaping and Requirements for Landscaping Plans.

## 9.10 Business Improvement Districts/City-wide Streetscapes

### 9.10.1 General

The City of Saskatoon Urban Design Program coordinates both streetscapes for business improvement districts (BIDS) and a City-Wide Urban Design Program executing streetscape projects. These projects cross over many disciplines. Typical projects include planning, traffic engineering, landscape design, roadway design, utility design, lighting design, transit and electrical engineering. These built landscapes typically have: limited volumes of soil; limited rain water; shared space with utilities; challenging micro-climates resulting from buildings and other structures that include shading and reflective heat and wind tunnel affect; and close proximity to both pedestrian traffic and vehicle parking and roadways. As a result these projects require a highly collaborative design approach on a site by site basis.

## 10.0 Park Amenities/Features/Furnishings

### 10.1 General

The following is a list of standards and best practices specific to various landscape amenities, features or furnishing in parks and open spaces. The current edition of the Parks Standard Construction Specifications and Drawings will be followed for detailed installation specifications.

### 10.2 Irrigation

#### 10.2.1 General

Understanding the relationship between vegetation, soils, and water is critical for sound water management. New landscape projects and upgrades will require a properly structured soil profile to assure a sufficient volume of soil to provide optimal holding capacity for plants water requirements while reducing runoff. Inspections of installed systems should ensure that water is applied in appropriate amounts as intended by the design and the precipitation rates.

**10.2.2** Irrigation designs should provide the most practical and efficient water delivery system for the site. This will maximize water conservation. The following design elements must be considered for any system construction or renovation:

- All new irrigation systems and renovations shall be designed to the most current edition of Parks SCSD.
- Whenever irrigation installations or modifications are anticipated, site drainage should be assessed and improved if necessary.
- To the extent possible, standard equipment and materials should be used to simplify operations and maintenance of the system.
- Sprinkler head selection will be limited to the highest quality, lowest maintenance, and vandal resistant options.
- Design separate irrigation zones for different landscape characteristics such as slope, soil, turf, and plant material.
- Determine the supplemental water needs of the landscape based on site characteristics, vegetation type, and placement.
- Manual water sources should be placed so that a sprinkler at the end of a 30m hose can reach any landscape element that may require water.

**10.2.3** Park irrigation systems will be developed to meet the area percent as listed for each park classification in this document. All parks or open space designed without an irrigation systems must include a plan for plant establishment watering including method, source of water, safe access of site and must be approved by the Parks Division.

### 10.3 Topsoil

#### 10.3.1 General

Topsoil quality and quantity is the foundation of a good landscape. It is difficult and expensive to improve soil quality after a landscape is developed. When a landscape development plan starts with poor quality or an inadequate volume of quality topsoil the result will typically be poor performance or failure of the landscape. Poor plant health increases the likelihood of increased infestations of pest populations and increased susceptibility to disease as well as greater likelihood of invasive weed populations. In turn, this results in more personnel, equipment, and material costs associated with maintenance of the landscape and replacements over time. For the most effective landscape outcomes it is critical to ensure landscape planning starts with good quality, and an adequate quantity of topsoil.

**10.3.2** Park and landscape development must adhere to the rough grading, topsoil quality and quantities, and testing specifications in the most current edition of the Parks SCSD.

**10.3.3** In new park and other landscape developments where sports fields, turf, trees, or planting beds are planned, and will be maintained by the Parks Division, there shall be a minimum of 200mm (8") of quality loam topsoil placed evenly throughout the entire landscaped area unless otherwise approved by Parks. Feathering to existing surrounding grades (e.g. park space to residential lots) will be required.

**10.3.4** For trees planted in streetscapes the preferred topsoil volume is 14m<sup>3</sup> of quality loam per tree.

**10.3.4** Soils for naturalized landscaped areas will be assessed on a site by site basis: to match original existing soil profile or as approved by the Parks Division.

## 10.4 Lighting

**10.4.1** Lighting design shall follow all standards set out by Saskatoon Light and Power and SaskPower.

**10.4.2** Parks light fixtures shall be a design selected for energy efficiency, Dark Sky compliance, safety, and of the best value over its life cycle.

**10.4.3** Lighting shall only be provided along the primary pathways in neighbourhood core parks unless, for reasons of safety, secondary pathways require lighting. The Parks Division must approve additional pathway lighting plans.

**10.4.4** Park pathway light standard placement shall be determined to ensure an average pathway illumination of 3 foot candles (fc) along entire pathway.

**10.4.5** Light standards shall be placed 1.0m from the edge of park pathways.

## 10.5 Pathways

**10.5.1** All asphalt pathway construction shall conform to the most recent edition of Parks SCSD.

**10.5.2** Granular pathways will not be considered in locations with a slope exceeding 3% grade.

**10.5.3** Where possible a maximum 2% cross-grade should be maintained in the pathway design.

**10.5.4** Swales shall not run over pathways. Underground drainage structures shall be incorporated.

**10.5.5** Width of pathway will be site specific with wider pathways provided where high use or multi-use is intended.

**10.5.6** Alternative surfaces are to be implemented in ecologically sensitive areas. All alternative surface materials are to be proposed for approval at the Concept Plan stage.

**10.5.7** Pathway designs shall include a base design that will provide the load bearing capacity of the intended pathway including maintenance vehicles.

**10.5.8** To ensure stability and longevity, the Parks Division standard asphalt pathway design may require the addition of granular base material, geotextile products or filter cloth. The inclusion and definitive design of these elements shall be determined by the Parks Division Design Section, Landscape Development Coordinator based on specific site conditions.

**10.5.9** The pathway base shall extend a minimum of 0.2m from all asphalt edges.

**10.5.10** Budget permitting, concrete shall be the preferred surface for pathway construction. Concrete pathway construction shall adhere to items 10.5.6, 10.5.7, 10.5.8.

**10.5.11** Crosswalks shall adhere to the Transportation & Utilities Department standard draw-

ings for design standards.

**10.5.12** To ensure universal accessibility ramps should be installed at the ends of all walkways and pathways.

**10.5.13** Mid-block crossings should be avoided. Transportation & Utilities Department shall review proposed pedestrian crossings.

## **10.6 Park Benches**

**10.6.1** A standard bench design should be established and used consistently within respective neighbourhoods to foster a unique identity.

**10.6.2** Prime consideration should be to designs that:

- Discourage vandalism;
- Are unaffected by winter conditions;
- Include UV inhibitors and colours less prone to fading;
- Utilize durable, vandal-resistant material;
- and can be easily fixed or re-painted.

## **10.7 Trash and Recycling Receptacles**

**10.7.1** Trash receptacles should be located primarily at entranceways and high use play areas. Additional locations will be determined after park acceptance by the Parks Division as needed.

**10.7.2** To further neighbourhood identity, and where applicable, trash receptacle designs should be from the same site furniture series as the associated bench design. Standard design should include UV inhibitors and colours that are less prone to fading.

**10.7.3** To conform to current maintenance practices all trash receptacle designs shall include a liner that will accept a 26" X 36" bag. Plastic liners are not acceptable.

**10.7.4** Prime consideration should be given to designs that are unaffected by winter conditions, and utilize durable, vandal-resistant material.

**10.7.5** Design shall include trash can lids that can be attached to the receptacle. Designs that limit precipitation into the holding area are preferred.

**10.7.6** Trash receptacles should not be placed closer than 2.0 m from park benches and play equipment to avoid stinging insects and odours.

**10.7.8** Receptacles with side access doors and designs that limit precipitation into the holding area are preferred. Receptacles should also be lockable.

**10.7.9** Receptacle design and placement should address snow loading and access for winter maintenance.

**10.7.10** Trash receptacles should be accessible to people with disabilities and small children.

## **10.8 Picnic Tables**

**10.8.1** Standard picnic table design should be made of durable materials least susceptible to vandalism.

**10.8.2** Picnic table designs should be from the same site furniture series as the associated bench design.

### 10.9 Play Areas/Play apparatus

**10.9.1** Play areas shall not be located in low areas where spring pumping will be required or within the holding area of a storm water management basin.

**10.9.2** All play areas shall meet the standards set out within the Park Development Guidelines A10-017 and have at least one accessible play component in each play area.

**10.9.3** Inclusion of accessible play structures within a park shall be determined by Community Services' established implementation criteria.

**10.9.4** Consultation with the Parks and Facilities Divisions shall be required when planning for the use of substantially new materials for surfaces or play equipment.

### 10.10 Sports Fields

**10.10.1** Determination of size and type of sports fields and other programmed active recreation shall be determined by Recreation & Community Development Division through their consultation with the community, user groups, and the Consultant.

**10.10.2** Minimum standards shall be followed using the New Sports Field Standards - Appendix B.

**10.10.3** All sports field design and construction shall comply with the Parks SCSD.

### 10.11 Bridges

**10.11.1** Due to capital, maintenance, and replacement costs, alternatives to bridge structures should be implemented wherever possible.

**10.11.2** Bridges shall be designed to accommodate the width of maintenance vehicle and equipment required to use the bridge. Wherever possible, vehicle loading should be designed to accommodate the weight of associated snow removal and other typical maintenance equipment.

**10.11.3** Through consultations with Parks maintenance and Saskatoon Light and Power, the loading capacity shall be determined by the maximum anticipated vehicular weight.

**10.11.4** Bridge design should be durable and of a material that is impervious to salt-based materials and fire.

**10.11.5** As bridges are often a focal point, appropriate funds and attention to the design aesthetic should be given special consideration. The design and scale of the bridge should be fully accessible and reflect other iconic park, and/or community elements, e.g. colour/style of park furniture, community branding, associated motifs, history.

**10.11.6** All bridge designs shall be designed and stamped by a structural engineer licensed with the Association of Professional Engineers and Geoscientists of Saskatchewan (APEGS).

### 10.12 Chain Link Fencing

**10.12.1** All chain link fencing shall comply with the most recent edition of Parks SCSD.

**10.12.2** At the discretion of the Parks Design Section, black vinyl-coated chain link fence shall be used in specific circumstances.

- All vinyl coating shall be extruded. Bonded vinyl will not be permitted.
- All fence fabric shall be 6 gauge before application of vinyl coating.
- Must ensure some contrasting features are incorporated to ensure the safety for those with visual impairment.

### 10.13 Grades and Slopes

**10.13.1** Landscaped areas shall be sloped as required to maintain positive drainage; minimum gradient shall be not less than 2.0% and maximum gradient shall be no more than 25% (deviations from these parameters are acceptable but only as approved, in writing, by the City) at the time of the Subdivision Grading Plan Submission.

**10.13.2** Parks, berms, buffers and other Open Space that require mowing with standard equipment shall not have a slope greater than 3.5:1 ratio (28.5% grade).

**10.13.3** As the Parks Division cannot safely maintain slopes greater than 3:1 (33.3% grade) the proponent, in coordination with the Parks Division, must determine a maintenance-free design approach that will ensure slope stabilization. It is preferred that these situations do not use engineered solutions, e.g. concrete walls, gabion baskets, etc. The solution should address:

- The proposed plant species;
- plant establishment protocols;
- park maintenance and worker safety protocols, e.g. safe access;
- and the long-term maintenance plan, including any required specialized equipment.

### 10.14 Toboggan Hills

**10.14.1** Ensure toboggan hills are not designed where sliding paths or bike riders could intersect with park paths, sidewalks, roads, water courses, or vertical elements (e.g. fences, light standards, park benches, structures, etc.).

### 10.15 Satellite Site Structures

**10.15.1** Satellite Site Structures shall comply with the standards provided by Civic Facilities and Fleet Division.

### 10.16 Planting Beds

#### 10.16.1 General

Good planting bed designs increase the durability and resilience of a landscape over its life-cycle, helping to provide a more sustainable landscape.

**10.16.2** Set-back standards, as provided in Parks SCSD shall be followed.

**10.16.3** Locate shrub beds per park classifications.

**10.16.4** Select longer lived plant material over shorter lived material.

**10.16.5** The use of plants that require high levels of on-going maintenance, e.g. hybrid roses, and low growing material that permit grasses or weed growth shall not be permitted.

**10.16.6** Plants that have thorns or present high levels of toxicity if ingested shall be avoided.

**10.16.7** Spreading or invasive plant selections should be avoided except where this growth is intended for specialized purposes, (e.g. slopes, naturalized parks).

**10.16.8** Plant selections that have not been tested for performance should be planted in small quantities (i.e. one planting bed) monitored for performance over a minimum of three (3) full growing seasons before they are used more extensively.

**10.16.9** Plant material in beds shall be set back a minimum of 1.0m from the edge of the planting bed.

**10.16.10** Planting beds will not be placed within 10.0m of the border of an active play area.

**10.16.11** Type and spacing of planting shall ensure clear sight-lines into the play structure area.

**10.16.12** Provide a minimum of 3.0m between the edge of planting beds and all other vertical elements (i.e. trees, fencing, buildings).

**10.16.13** No annual plantings shall be permitted in planting beds maintained by Parks.

**10.16.14** Planting bed layout should be designed to facilitate the manoeuvrability of large turf maintenance equipment.

**10.16.15** Planting beds that contain species of shrubs that spread shall not contain, in the same bed, shrubs of a non-spreading habit.

**10.16.16** Planting beds shall have plant material placed such that they are spaced apart a minimum of  $\frac{3}{4}$  their mature spread.

**10.16.17** To prevent plant mortality from road maintenance equipment, snow loading, and salt damage, planting beds shall not be located closer than 5.0m from arterial or collector roads.

## **10.17 Trees**

### **10.17.1 General**

Good tree location and species selection, in combination with, good planting practices help to achieve the best long term outcomes for the urban forest. Good design decisions increase the durability and resilience of a landscape over the life cycle. Species diversity also creates a more resilient landscape.

**10.17.2** Set-back standards, as provided in Parks SCSD shall be followed.

**10.17.3** Where parks, open spaces or upgrades are developed around existing trees a tree protection plan is required that adheres to the specifications set out in the Parks SCSD.

**10.17.3** Landscape designs should consider both a mix of deciduous and coniferous species and a variety of genera and species.

**10.17.4** To ensure a diversity of tree species within a park, there shall be no more than 25% from any single genus.

**10.17.5** To ensure a diversity of tree species within our streetscapes, within a consecutive row of 10 trees or less, there shall be no more than 50% from any single genus. For each consecutive row of more than 10 trees in a streetscape plan, there shall be no more than 35% of any single genus.

**10.17.6** A mix of 40% coniferous trees and 60% deciduous trees should be a design goal in all parks.

**10.17.7** Tree species native to Saskatchewan should be considered for all landscape designs.

**10.17.8** Long-lived, large shade trees, shall be selected where space and planting site allow. This will provide a greater environmental benefit over the life cycle of the tree.

## Appendix A

### Regulatory and supporting documents referenced for the design standards for parks and open spaces include but are not limited to:

The Planning and Development Act, 2007 Province of Saskatchewan;

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City of Saskatoon Official Community Plan Bylaw 8769;

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Landscape Guidelines Zoning Bylaw No 7800;

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Park Development Guidelines Policy A10-O17;

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City of Saskatoon New Neighbourhood Design and Development Standards Manual –  
Transportation and Utilities Department;

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Park Development Guidelines and Standard Construction Specifications: Parks Division, Community  
Services Department;

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Standard specifications and Drawings: Roadways, Water, and Sewer,  
Transportation and Utilities Department;

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City of Saskatoon City Entrances Landscape Development Master Plan 2006;

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City of Saskatoon Council Policy CO3-011, Parks and Recreation Levy;

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City of Saskatoon Council Policy C02-036 Environmental Policy;

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City of Saskatoon Council Policy C09-017 Buffer Strips - Provisions and Construction Criteria;

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City of Saskatoon Council Policy C09-011 Trees on City Property;

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Crime Prevention Through Environmental Design (CPTED) Policy AO9-034;

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Safe Growth and CPTED in Saskatoon: An Illustrated Guide to Safer Development in  
our Community;

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Weed Control Act (2010)

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## Appendix B

### Multi-District and District Park – New Sportsfield Design Standards

#### Baseball Diamonds

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##### Class I Diamond (Adult/Midget, Bantam, or Pee Wee)

###### Size Options

- 400' or 122m
- 350' or 107m
- 300' or 91m

###### Minimum Requirements:

- Garbage Cans (2)
- Outfield Irrigation
- Parking 50-100
- Homerun Fence – with capping and foul poles
- Players Benches
- Seating 50-250
- Senior Backstop
- Side line players' fencing – 6' high x 40' wide
- Torpedo Sand

###### Optional Enhancement:

- Batting Cage
  - Covered Players Benches
  - Extended Sideline Fencing
  - Infield Irrigation
  - Lights
  - Parking 100+
  - Seating 250+
  - Service Building
  - Shale
  - Adjustable Homerun Fence – w/ capping & foul pole
- 

##### Class II Diamond (Mosquito/Rally Cup/Rookie)

###### Size Options

- 300' or 91m
- 250' or 76m

###### Minimum Requirements:

- Garbage Cans (2)
- Outfield irrigation
- Parking 25-50
- Players benches
- Regular Backstop
- Seating 50-100
- Side line fencing – 6' high x 40' wide
- Torpedo Sand

###### Optional Enhancement:

- Batting Cage
  - Covered Players Benches
  - Extended Sideline Fencing
  - Infield Irrigation
  - Shale
  - Temporary or Adjustable Homerun Fence (only)
- 

##### Neighbourhood Diamond

###### Size Options

- 225' or 69m

###### Minimum Requirements:

- Garbage Cans (2)
- Players Benches
- Regular Backstop
- Torpedo Sand

###### Optional Enhancement:

- Side line players' fencing – 6' high x 40' wide

## Appendix B

### Multi-District and District Park – New Sportsfield Design Standards

#### Softball Diamonds

---

##### Class I Diamond

###### Size Options

- 250' or 76m
- 275' or 83m
- 300' or 91.4m

###### Minimum Requirements:

- Garbage Cans (2)
- Outfield Irrigation
- Parking 50-100
- Homerun Fence – with capping and foul pole
- Players Benches
- Seating 50-250
- Senior Backstop
- Side line fencing – 6' high x 40' wide
- Torpedo Sand

###### Optional Enhancement:

- Batting Cage
  - Covered Players Benches
  - Extended Sideline Fencing
  - Infield Irrigation
  - Lights
  - Parking 100+
  - Seating 250+
  - Service Building
  - Shale
  - Adjustable Homerun Fence – w/ capping & foul poles
- 

##### Class II Diamond

###### Size Options

- 250' or 76m
- 275' or 83m
- 300' or 91m

###### Minimum Requirements:

- Garbage Cans (2)
- Outfield irrigation
- Parking 25-50
- Players benches
- Regular Backstop
- Seating 50-100
- Side line fencing – 6' high x 40' wide
- Torpedo Sand

###### Optional Enhancement:

- Batting Cage
  - Covered Players Benches
  - Extended Sideline Fencing
  - Infield Irrigation
  - Shale
  - Temporary or Adjustable Homerun Fence (only)
- 

##### Neighbourhood Diamond

###### Size Options

- 225' or 69m

###### Minimum Requirements:

- Garbage Cans (2)
- Players Benches
- Regular Backstop
- Torpedo Sand

###### Optional Enhancement:

- Side line fencing – 6' high x 40' wide

## Appendix B

### Multi-District and District Park – New Sportsfield Design Standards

#### Multi-Purpose Field – Building Standard

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##### Class I Field (120m x 94m x 64m)

###### Minimum Requirements:

- Garbage Cans (2)
- Grass Field
- Irrigation
- Parking 50-100
- Players Benches
- Portable nets
- Seating 50-250
- Storage Box Anchors

###### Optional Enhancement:

- Artificial Turf
  - Covered Players Benches
  - Lights
  - Parking 100+
  - Seating 250+
  - Service Building
- 

##### Class II Field (100m x 64m)

###### Minimum Requirements:

- Garbage Cans (2)
- Goal Posts
- Irrigation
- Parking 25-50
- Players Benches
- Seating 25-50

###### Optional Enhancement:

- Parking 50+
  - Portable nets
  - Seating 50+
  - Service Building
  - Storage Box Anchors
- 

##### Class II Field – Practice Field (< 100m x 64m)

###### Minimum Requirements:

- Irrigation

###### Optional Enhancement:

- Parking 25-50
- Players Benches
- Seating 25-50
- Storage Box Anchors

## Appendix C

### Maintenance Inspection Report

<b>Surfacing (02233 - 02552)</b>	<b>Plant Material (02950)</b>
<input checked="" type="checkbox"/> Crusher Dust (02511)	<input checked="" type="checkbox"/> Excavation
<input checked="" type="checkbox"/> Unit Paving (02515)	<input checked="" type="checkbox"/> Tree, Shrub & Vine Planting
<input checked="" type="checkbox"/> Misc. Concrete (02523)	<input checked="" type="checkbox"/> Pruning
<input checked="" type="checkbox"/> Asphalt Pavement (02552)	<input checked="" type="checkbox"/> Wood Mulch
<input checked="" type="checkbox"/> Other	<input checked="" type="checkbox"/> Edging
<b>Landscape Drainage (02712 - 02723)</b>	<input checked="" type="checkbox"/> Tags/Flagging Tape
<input checked="" type="checkbox"/> French Drain (02712-01)	<input checked="" type="checkbox"/> Staking
<input checked="" type="checkbox"/> Play Area Drainage (02712-02)	<input checked="" type="checkbox"/> Other
<input checked="" type="checkbox"/> Panel Drainage System (02712-03)	<b>Landscape Maintenance (02998)</b>
<input checked="" type="checkbox"/> Culvert/Drain Inlet (02723-01/02)	<input checked="" type="checkbox"/> Vandalism
<input checked="" type="checkbox"/> Catch Basin	<input checked="" type="checkbox"/> Garbage
<input checked="" type="checkbox"/> Manhole	<input checked="" type="checkbox"/> Weeds/Suckers
<input checked="" type="checkbox"/> Other	<input checked="" type="checkbox"/> Watering
<b>Site Amenities (02811 - 02842)</b>	<input checked="" type="checkbox"/> Turf Mowing
<input checked="" type="checkbox"/> Lights (02811)	<input checked="" type="checkbox"/> Fertilizing
<input checked="" type="checkbox"/> Chain Link (02831)	<input checked="" type="checkbox"/> Noxious Weeds
<input checked="" type="checkbox"/> Timber Edging (02840)	<input checked="" type="checkbox"/> Recurring Ponding
<input checked="" type="checkbox"/> Bollards (02841 - 02842)	<input checked="" type="checkbox"/> Other
<input checked="" type="checkbox"/> Other:	<b>Remarks:</b>
<b>Site Furniture (02870)</b>	
<input checked="" type="checkbox"/> Signs (02870-01)	
<input checked="" type="checkbox"/> Bench (02870-02)	
<input checked="" type="checkbox"/> Trash Receptacle	
<input checked="" type="checkbox"/> Picnic Table	
<input checked="" type="checkbox"/> Bike Rack	
<input checked="" type="checkbox"/> Other	
<b>Play Equipment (02871)/Surfacing</b>	
<input checked="" type="checkbox"/> Granular (02872)	
<input checked="" type="checkbox"/> Engineered Wood (02873)	
<input checked="" type="checkbox"/> Rubber	
<input checked="" type="checkbox"/> Other	
<b>Sportsfields (02875)</b>	<b>Deficiency Deadline:</b>
<input checked="" type="checkbox"/> Infields	
<input checked="" type="checkbox"/> Goal Posts	
<input checked="" type="checkbox"/> Backstops	
<input checked="" type="checkbox"/> Play Equipment	
<input checked="" type="checkbox"/> Other	
<b>Seed/Sod (02933 - 02938)</b>	
<input checked="" type="checkbox"/> Sportsfield Mix	
<input checked="" type="checkbox"/> Irrigation Mix	
<input checked="" type="checkbox"/> Dryland Mix	
<input checked="" type="checkbox"/> Toboggan Hill Mix	
<input checked="" type="checkbox"/> Sod	
<input checked="" type="checkbox"/> Naturalized	
<input checked="" type="checkbox"/> Other	



**Infrastructure Services Department Parks Branch**

1101 Avenue P North  
Saskatoon, SK, S7L 7K6

Project \_\_\_\_\_

Our File # \_\_\_\_\_

Contract # \_\_\_\_\_

Contractor \_\_\_\_\_

Date \_\_\_\_\_

Type of Inspection \_\_\_\_\_

Present:

This report is considered to be a true and accurate recording of the site conditions. All contract documents, development guidelines and City of Saskatoon Standard Specifications govern this inspection report.

All deficiencies are to be corrected by the deadlines noted.

**Signed:**

Contractor \_\_\_\_\_

Inspector \_\_\_\_\_

Other (specify) \_\_\_\_\_

## LDDS Asset Management/Operating Impact Park Comparison

### **Landscape Design & Development Standards: How LDDS would Impact Asset Management/Operating Impact**

Klombies Park, which falls within the Linear Park category, was developed in 2013 at a total capital cost of \$360,000.00. It is 1.25 Ha in area with 1,040 M<sup>2</sup> of pathway, 1,430 M<sup>2</sup> of shrub beds and 43 trees (28 deciduous and 15 coniferous). The park is 100% irrigated and, as such, is maintained on a seven-day mowing and trimming schedule.

If the park were to be constructed today, with the Landscape Design and Development Standards applied to it, the shrub beds would be decreased to 373 M<sup>2</sup> / 3% of landscaped area and the quantity of trees would be increased from 43 to 50 to reflect the minimum standard (50-60/Ha). Additionally, only a basic and minimal irrigation system to support landscape establishment and emergency drought response would be installed.

#### **Example A/Version 1:**

Klombies Park Development (2012) Pre LDDS Levels of Development.  
Tree and shrub planting at discretion of designer, 100% irrigated, weekly seasonal mowing and trimming maintenance schedule.

#### **Example B/Version 2:**

Klombies Park Development (2016) LDDS Level of Development.  
Trees at 40-60 per Ha, shrub beds at 3% of total area, dryland (3 years of developer funded watering) 21 day seasonal mowing and trimming maintenance schedule.

#### **Capital Development Considerations:**

<b>Delete:</b>	1,060 M <sup>2</sup> of shrub beds and mulch @ \$44.00/M <sup>2</sup>	=	\$ 46,600.00
<b>Delete:</b>	Automatic Irrigation System Construction	=	\$ 81,608.00
<b>Add:</b>	7 trees @ \$500.00 each	=	\$ 3,500.00
<b>Add:</b>	Manual Irrigation System (for drought response)	=	\$ 23,958.00
<b>Add:</b>	Establishment maintenance (Year 1 – \$4,577.00) (Year 2 & 3 - \$12,980.00)	=	<u>\$ 17,557.00</u>
	<b>Total Savings:</b>		<b><u>\$ 83,193.00</u> (or \$66,554.00/Ha)</b>

#### **Operating Impact Considerations (per season):**

<b>Delete:</b>	Seasonal Maintenance		
	- Irrigated Turf (mowing) @ \$6,655.00/Ha	=	\$ 7,331.50
	- Shrubs @ \$1.39/M <sup>2</sup>	=	\$ 1,473.00
	- Irrigation water @ \$5,500/Ha	=	\$ 6,655.00
<b>Add:</b>	Seasonal Maintenance		
	- Non-Irrigated Turf (mowing) @ \$3,538.00/Ha	=	\$ 3,892.00
	<b>Total Savings:</b>		<b><u>\$ 11,567.50</u> (or \$9,254.00/Ha)</b>

## LDDS Asset Management/Operating Impact Park Comparison

### Landscape Design & Development Standards:

#### How LDDS would Impact Asset Management/Operating Impact

Alexander MacGillvray Young (AMY) Park, which falls within the Neighbourhood Park category, was developed in 2011 at a total capital cost of \$1,418,000.00 (Park and Recreation Levy). It is 9.0 Ha in area with 4,555 M<sup>2</sup> of pathway, 1,973 M<sup>2</sup> of shrub beds and 354 trees (212 deciduous and 142 coniferous). The park is 95% irrigated and, as such, is maintained on a seven-day mowing and trimming schedule.

If the park were to be constructed today, with the Landscape Design and Development Standards applied to it, the quantity of trees would be increased from 354 to 430 to reflect the average standard (50-70/Ha). Additionally, the irrigation system would be reduced to 50% of the total area (sports fields, high use play area and perimeter/entry areas).

#### Example A/Version 1:

Alexander MacGillvray Young Park Development (2012) Pre LDDS Levels of Development. Tree and shrub planting at discretion of designer, 100% irrigated, weekly seasonal mowing and trimming maintenance schedule.

#### Example B/Version 2:

Alexander MacGillvray Young Park Development (2016) LDDS Level of Development. Trees at 50-70 per Ha (3 years of developer funded establishment maintenance) 7/21 day seasonal mowing and trimming maintenance schedule.

#### Capital Development Considerations:

<b>Add:</b>	76 trees @ \$500.00 each	=	\$ 38,000.00
<b>Add:</b>	Manual Irrigation System Extension (for establishment and drought response)	=	\$ 26,000.00
<b>Add:</b>	Establishment maintenance (Year 1 \$35,946.00) (Year 2 & 3 \$101,934.00)	=	\$137,880.00
<b>Delete:</b>	Automatic Irrigation System Construction (50%)	=	<u>\$206,780.00</u>
<b>Total Savings:</b>			<b><u>\$ 4,900.00</u> (or \$544.00/Ha)</b>

#### Operating Impact Considerations (per season):

<b>Delete:</b>	Seasonal Maintenance		
	- Irrigated Turf (mowing) @ \$6,655.00/Ha	=	\$ 29,947.50
	- Irrigation water @ \$5,546/Ha	=	\$ 24,957.00
<b>Add:</b>	Seasonal Maintenance		
	- Non-Irrigated Turf (mowing) @ \$3,538.00/Ha	=	\$ 15,921.00
<b>Total Savings:</b>			<b><u>\$ 38,984.00</u> (or \$4,332.00/Ha)</b>

# **Landscape Design and Development Standards (LDDS) for Parks and Open Space**

# Evolution of Parks

- First parks were built in early 1900's
- Manually irrigated
- Relatively flat, stand alone
- Formal recreational areas limited



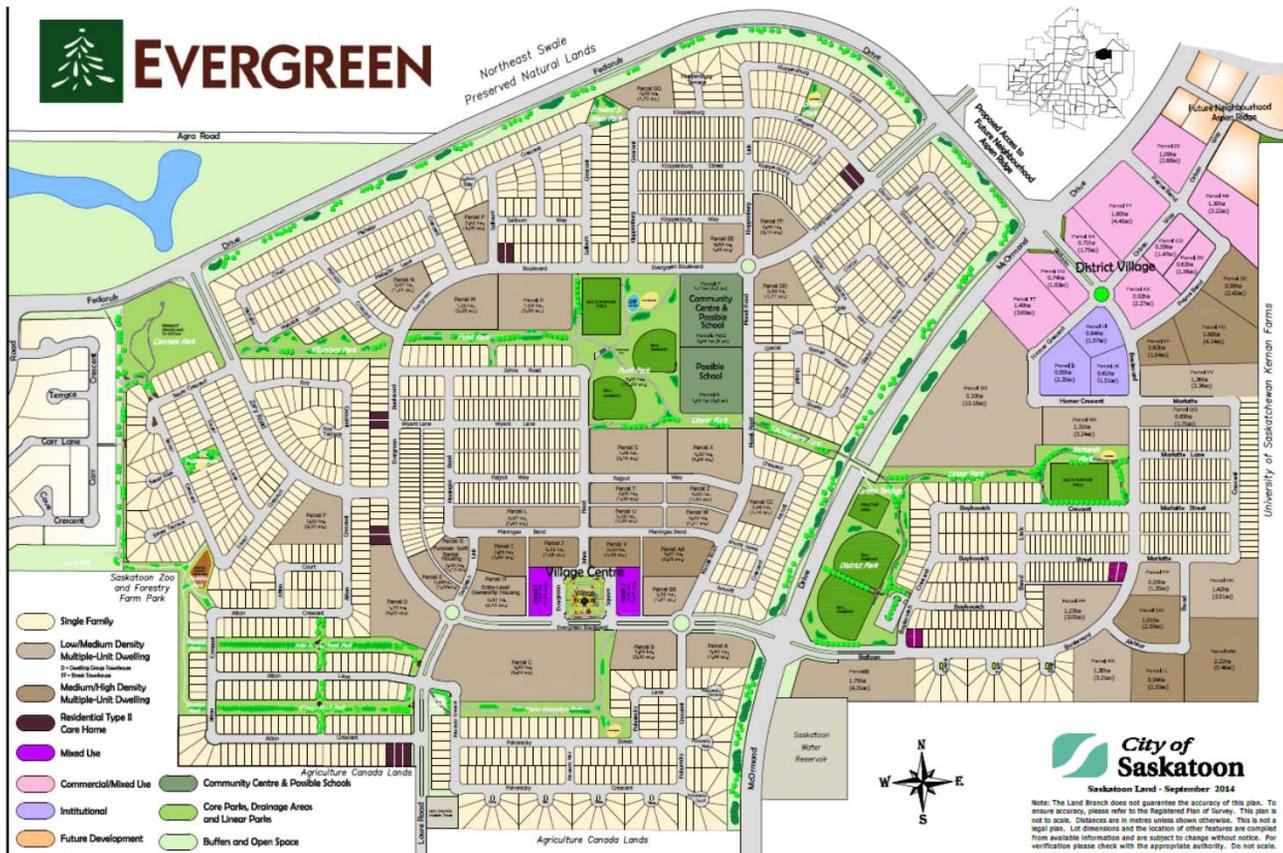
# Evolution of Parks

- Additional landscape amenities installed in parks to support additional recreational function:
  - lighting;
  - toboggan hills;
  - athletic fields;
  - spray pads/paddling pools;
  - picnic tables;
  - rinks;
  - basketball courts; and
  - community gardens etc.

# Evolution of Parks



# Current Park and Open Space Development Trends



# What are Landscape Design and Development Standards (LDDS)?

- LDDS is a document that outlines reasonable minimum and maximum parameters of park and open space design and development, as well as a mandatory landscape design review process.
- LDDS are intended to change the way that parks and open space are developed in the future.

# Why Change?



- Alignment with Strategic Goals
- Financial pressures (costs and growth)
- Service level erosion
- Environmental responsibility
- Recreation and Parks Master Plan

# Why Change?

## Alignment with Strategic Goals:

- Continuous Improvement;
- Quality of Life;
- Environmental Leadership; and
- Sustainable Growth.

# Why Change?

- 30 to 40 Ha of parks and open space added annually
- Require LDDS to provide design controls so future park inventory is developed in an economically and environmentally sustainable manner.

# Why Change?

Irrigated service levels **\$15,000 to \$20,000/ha/season**



# Why Change?

Non-irrigated service level **\$8,000 to \$15,000/ha/season**



# Why Change?

Naturalized - **\$1,000 to \$8,000/ha/season**



# Why Change?

- Most park landscapes being constructed to irrigated service level and will be heavily impacted by rising costs of long term maintenance inputs.
- Operating budget increases have not always kept pace with park and open space inventory expansion.
- Erosion of Parks service levels is occurring:
  - aeration and overseeding of neighborhood playing fields;
  - reduction of water applications during dry periods;
  - reduced fertility applications; and
  - Mowing/trimming cycles of lower visibility non park areas being extended.

# Why Change?

- Water utility budget allocation @ \$1.6M in 2016.
- Budget allocation assumes “normal” growing season precipitation.
- Water utility costs rising by approximately 7 to 10% per year (\$137,000 in 2016).

# Why Change?

- Community input received from the Recreation and Parks Master Plan indicated strong support for additional passive recreation opportunities in natural park areas.

# Why Change?

Environmental responsibility:

- Protection and conservation of water resources;
- reduction of fertility requirements;
- development of landscapes that can better sustain variable climatic conditions;
- maintain and enhance bio diversity within urban areas; and
- reduction of greenhouse gas contributions.

# Impact of LDDS on Park and Open Space Service levels

- Approximately 30 to 40% reduction in the development of park and open space landscapes to an irrigated service level.
- Non irrigated/naturalized service levels applied to non-recreational/low use turf areas

# LDDS Impact Klombies Park

Pre LDDS Level of Development



LDDS Level of Development



# LDDS Impact Alexander MacGillvary Young Park

Pre LDDS Level of Development



LDDS Level of Development



# Non Irrigated/Naturalized Service Levels



# Require LDDS to Achieve Change

- Design review and approval process.
- Reasonable minimum and maximum parameters for landscape amenities such as:
  - Irrigation
  - Grading
  - Pathway width
  - Pathway surface
  - Shrub plantings
  - Site Furnishings
  - Lighting
  - Trees

# Going Forward

- Communication and engagement with citizens will be required.
- Additional discussion required with development community.
- Adjustment of Park and Recreation Levy to support LDDS park development.
- Report progress and seek more definite direction in 2017.

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## Street Activity Steering Committee – Request to Amend Panhandling Bylaw No. 7850 and Street Use Bylaw No. 2954

### Recommendation

That the information be received.

### Topic and Purpose

The purpose of this report is to respond to a submission from the Chair of the Street Activity Steering Committee to review Panhandling Bylaw No. 7850 and Street Use Bylaw No. 2954.

### Report Highlights

1. Due to a trend in more aggressive panhandling and panhandling in groups, existing Panhandling Bylaw No. 7850 (Panhandling Bylaw) may require review to address the current needs within Saskatoon.
2. Street Use Bylaw No. 2954 (Street Use Bylaw) also requires review to address current needs within Saskatoon.

### Strategic Goal

This report supports the City of Saskatoon's (City) Strategic Goal of Quality of Life by ensuring Saskatoon is a safe, welcoming, and well-managed people place. This goal is supported, through the Community Support Program (CSP), by reducing and preventing crime in the city, increasing public perceptions of safety, and identifying health and safety as top priorities.

Under the Strategic Goal of Quality of Life, this report also addresses the long-term strategy to reduce and prevent crime and provide protective services in the Downtown core and neighbourhoods.

### Background

The Street Activity Steering Committee (SASC) receives reports from the CSP every second month. The CSP reports on its activities and identifies trends or challenges they are experiencing. The SASC has seen an increasing trend in undesirable street activity and an increasing frustration among businesses, the Business Improvement Districts (BID), and the CSP in being able to effectively deal with it. Specifically, the increase in aggressive or coercive panhandling and people panhandling in groups is a rising trend that is having an undesirable impact.

At its April 13, 2015 meeting, the Standing Policy Committee on Planning, Development, and Community Services (Committee) received a letter and presentation from the chair of the SASC (see Attachment 1). The letter and presentation recommended a number of changes to the Panhandling Bylaw (No. 7850) and Street Use Bylaw (No. 2954). Committee resolved that the Administration report back

regarding the recommendations put forward by the SASC regarding review of Bylaws 7850 and 2954.

## Report

### The Panhandling Bylaw

Through BID members' concerns and reports from the CSP supervisor, the SASC has requested changes to the Panhandling Bylaw (see Attachment 1) that would prevent panhandling in areas where people feel vulnerable or where people are followed and repeatedly asked for money. The requested amendments and Administrative comments are summarized below:

1. Section 3  
Expand the definition of "coercive" to include any form of panhandling which is not stationary.

Administrative Comment: The Panhandling Bylaw review in 2012 was extensive. There are a number of considerations to this request that require further review and stakeholder consultation.

2. Section 6 (2) currently states that "no person shall panhandle on a street, sidewalk, or other public place within 10 m of" (a specific list of uses such as a doorway to a bank). It has been requested that the list of uses be expanded to include:
  - doorway to any theatre, gallery, or performing arts venue; and
  - any parking pay station, on a public or private property.

Administrative Comment: The parking pay stations are new, and customers are vulnerable as they work through the instructions and the multiple payment options.

3. Section 6 (4) – currently requires an 8 metre distance from doorway to a liquor store or a beer and wine store. It has been requested that the list of uses be amended to include any businesses licensed to sell alcohol beverages.

Administrative Comment: Adding licensed establishments is an extension to the liquor, beer, or wine stores that are already regulated.

4. Section 5  
Add wording to indicate that panhandling is illegal inside a business or on private property.

Administrative Comment: The SASC believes that the requested bylaw amendments will help manage the streets and ensure that all users are being respected.

### The Street Use Bylaw

Through BID members' concerns and reports from the CSP supervisor, the SASC is requesting additional options to keep people moving along and prevent groups of people from congregating outside a business and intimidating other users of the sidewalk by blocking any other use of the sidewalk in that area. There have been several attempts to amend the Street Use Bylaw, but it has not happened to date.

The Planning and Development Division and the Transportation Division support the need to update the bylaw. Resources will be allocated in 2017 to undertake revisions to the bylaw.

### **Options to the Recommendation**

Committee may choose to follow an alternative to the recommendation in which case further direction is required.

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

Planning and Development Division, Transportation Division, and the SASC, were consulted and have reviewed this report. Formal consultations with the various BIDs is required.

### **Other Considerations/Implications**

There are no 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**

Administration will be engaging with the BIDs and other stakeholders on proposed amendments to the Panhandling Bylaw. A further report to Committee will follow in 2017. A review and report to Committee on the Use of Streets Bylaw will also occur in 2017.

### **Public Notice**

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

### **Attachments**

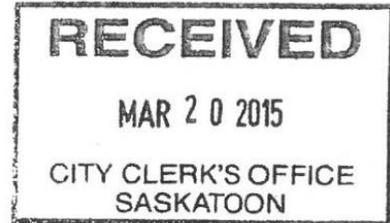
1. Letter and submission to Committee, April 2015

### **Report Approval**

Written by: Elisabeth Miller, Senior Planner, Neighbourhood Safety  
Reviewed by: Alan Wallace, Director of Planning and Development  
Approved by: Randy Grauer, General Manager, Community Services Department



**THE PARTNERSHIP**  
Saskatoon Downtown Business Improvement District  
March 20, 2015



Standing Committee on Planning & Development and Community Services  
c/o City Clerk's Office  
222 3<sup>rd</sup> Avenue North  
Saskatoon, SK S7K 0J5

His Worship the Mayor and Members of City Council:

Re: Review of Bylaws 7850 and 2954

I write this letter as Chair of the Street Activity Steering Committee. At a meeting of the Committee held on Wednesday, March 18, there was discussion regarding Bylaw 7850 (The Panhandling Bylaw) and Bylaw 2954 (A Bylaw of the City of Saskatoon to restrict improper use of streets, lanes, parks and City property). There was information presented at the meeting which indicated that the last few months have seen a change in the type of panhandling behaviour in our community. It has been described as being more aggressive or intimidating, and in some cases concentrated at certain locations.

In light of information discussed at the meeting, a motion requesting the City of Saskatoon review these bylaws in light of changes in the type of panhandling that has been identified was made. The motion for this review was unanimous among those members present which included Sarah Marchildon (Broadway BID), Randy Pshebylo (Riversdale BID), Staff Sergeant Ajay Chevli (Saskatoon Police Service), and myself. Vanessa Charles (Anti-Poverty Coalition) was not in attendance at the meeting.

The members of the Street Activity Steering Committee wish to be involved in this review. Members of the Committee request that you confirm a time to meet with us at your earliest opportunity, hopefully either later this month or in April, 2015.

Sincerely,

A handwritten signature in black ink, appearing to read 'Brent Penner'.

Brent Penner  
Chair – Street Activity Steering Committee

212 Broad Avenue South  
Saskatoon, SK S7K 0J9  
Telephone: (306) 685-2091 Fax: (306) 685-2243  
Email: thepartnership@saskatoon.ca

**RECEIVED**

APR 13 2015

CITY CLERK'S OFFICE  
SASKATOON

5000-1

**From:** Brent Penner <ed@downtownsaskatoon.com>  
**Sent:** April 13, 2015 10:59 AM  
**To:** Web E-mail - City Clerks  
**Cc:** Brown, Richard (Mayor's Office); Miller, Elisabeth (CY- Planning and Development)  
**Subject:** Speaking Notes - Panhandling and Street Use Bylaws  
**Attachments:** Talking points for PD&CS Committee - April 13, 2015.pdf

Good morning,

I appeared at PD & CS this morning and was asked to send along a copy of my speaking notes. They are attached.

If the Committee has any questions or would like something clarified, the key message is that the Street Activity Steering Committee is willing to work with the appropriate civic department in any review that may be undertaken. It is not our intent to pass this to the City to do everything – we are happy to participate in the process.

Thanks,

Brent

**Brent Penner | Executive Director**

The Partnership | Saskatoon Downtown Business Improvement District

t: 306-664-0709 | f: 306-664-2245

[downtownsaskatoon.com](http://downtownsaskatoon.com) | @DowntownStoon | 242 Third Avenue South Saskatoon, SK S7K1L9

- At the last meeting of the Street Activity Steering Committee in March, 2015, members passed two motions after hearing a report from the supervisor of the Community Support Program with information that there had been an increase in aggressive or coercive panhandling and people panhandling in groups. As Chair of that Committee, I bring forward the following for your consideration.
- We were told that the Community Support Officers are working closely with members of the Saskatoon Police Service and in some cases, enforcement action has been taken, yet there are still concerns being reported. I should also mention that concerns regarding panhandling come up in conversation with business owners and respective BID organizations.
- The motions made at the Street Activity Steering Committee meeting called for the City of Saskatoon to review Bylaw 7850, The Panhandling Bylaw and to also review Bylaw 2954, The Street Use Bylaw.
- Committee members have provided me with information which forms the basis for the submissions I am providing to you this morning.
- With respect to Bylaw 7850, the following amendments are requested:
  - Under section 3,
    - add wording to ensure that panhandlers must be stationary when panhandling. The current bylaw describes “coercive behaviour” as following the person being solicited. If the bylaw could clearly state that in order to panhandle, the panhandler must be stationary, it makes the bylaw easier to enforce, and less threatening to someone walking down the sidewalk. It would eliminate someone approaching or walking into someone’s space which may create a sense of vulnerability. This change could help to improve perceptions of safety in the city.
  - Under section 6 (2),
    - add a section to prohibit pannhandling within 10 meters of any theatre, gallery, or performing arts venue (entrance or exit)
    - add a section to prohibit panhandling within 5 meters of any parking pay station either on public or private property
  - Under section 6(4)
    - add a section to prohibit panhandling within 8 meters of any business that is licensed to sell beverage alcohol (currently the bylaw only restricts the activity to liquor stores, or a beer or wine store.)
      - Suggestion here is to reduce the activity around bars, restaurants and not just liquor stores
  - Under section 5,
    - add wording to indicate that panhandling is illegal inside a business or on private property
      - This would make it easier to enforce in a situation when someone comes into a coffee shop and asks customers for money or if someone is panhandling customers in a drive-through lane or on a private parking lot

- With respect to Bylaw 2954, parts of this Bylaw date back to the 1940's. The Committee is of the view that this Bylaw needs to be reviewed and updated to ensure it meets the needs of Saskatoon in 2015 and beyond.
  - Section 9(a) of this Bylaw states that "No person or persons shall stand in groups or sit or lounge on a public street in front of a licensed premise, restaurant, poolroom, boarding house, hotel, or place of public accommodation or place of public entertainment so as to cause any obstruction to the free use of the street, or by any manner cause any obstruction to the free egress and ingress and use of any doorways abutting on the street, or on the step of or approach to any premises or dwelling open to a street whereby the public are subjected to disturbance or annoyance."
    - What the Bylaw doesn't clearly indicate is how this particular section is enforced?
    - At least one BID ED has talked with Police Beat Officers about this section and was told this section of the Bylaw is no longer valid.
    - Perhaps if used, this section could be useful in dealing with certain situations that happen from time to time in our business districts.
    - Bylaw 2954 is not currently a Bylaw that is enforceable by the Community Support Officers – if this specific section is enforceable by ticketing (and not long form summons), perhaps the CSO's could be included and have the ability to enforce it?
  
- In conclusion, members of the Street Activity Steering Committee believe it is good practice to review the existing Bylaws, are willing to be part of the process to improve them, and ultimately are bringing these submissions forward as a result of the Committee of the City to which we are all appointed.

**Kanak, Diane (Clerks)**

5000-1

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**From:** Brent Penner <brent.penner@dtnyxe.ca>  
**Sent:** May 27, 2016 1:44 PM  
**To:** Kanak, Diane (Clerks)  
**Cc:** Miller, Elisabeth (CY- Planning & Development)  
**Subject:** Request to Speak at Standing Policy Committee - PD&CS

Good afternoon Diane,

I would like to speak to the PD&CS Committee on Monday, May 30, 2016 with respect to the item at 7.1.10 of the meeting.

Thanks,

Brent

**Brent Penner**  
Executive Director  
D: 306.664.0709  
C: 306.227.8644  
**Downtown Saskatoon**  
242 Third Avenue South  
Saskatoon, SK S7K 1L9  
[DTNYXE.CA](http://DTNYXE.CA)

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**Capital Project No. 2504 – Saskatoon Fire Department  
Purchase of Used Platform for Mobile Command Vehicle**

**Recommendation**

**That the information be received.**

**Topic and Purpose**

The purpose of this report is to provide an update on the purchase of a new Mobile Command vehicle for the City of Saskatoon.

**Report Highlights**

1. The current Mobile Command unit is no longer practical for its intended use.
2. After extensive research, it has been determined that the best option is to retrofit a used Class A motorhome, designing and equipping it to be sustainable for many years to come.
3. The purchase price of the used platform is \$126,000 (taxes included). Additional funds will be required to retrofit the unit in accordance with identified needs.
4. It is expected the unit will be complete and ready for use early in 2017.

**Strategic Goal(s)**

This report supports the Strategic Goal of Quality of Life supporting incident management using a multi-agency platform.

**Background**

The Emergency Measures Organization (EMO) Division of the Saskatoon Fire Department (SFD) has determined the need for an upgrade to the existing mobile command vehicle. During discussions with corporate partners, the Saskatoon Police Service (SPS) and Public Works (PW) have both agreed to be involved with the process and provide funding to obtain a new Mobile Command. City Council approved Capital Project 2504 for \$320,000 for this purpose. After an exhaustive search for a used apparatus, it was determined that the best option at this time is to proceed with retrofitting a used Class A motorhome.

**Report**

The SFD has now acquired a suitably equipped and sized unit which will be retrofitted into a Mobile Command to meet the needs of EMO and its partners. The new Mobile Command will be replacing a refurbished City of Saskatoon Transit bus currently in use. The existing mobile command bus was purchased by Transit in 1982 and ownership was transferred to the SFD in 2002 for One Dollar.

The new platform will provide nearly double the space of the existing unit. Space to work, meet and run an emergency incident has been a definite issue on the current command vehicle.

**Capital Project 2504 – Saskatoon Fire Department  
Purchase of Used Platform for Mobile Command Vehicle**

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In the past two years, incidents such as the hazmat call on 10<sup>th</sup> Street, gas main damage on Main Street, hazmat call involving the bomb disposal unit in the North Industrial area, St. Joseph's High School bomb threat, several Police stand-off events, Shercom Industries fire (North Corman Industrial Park) and the auto wrecking yard fire (Schroeder's Towing and Salvage, Avenue P and 14<sup>th</sup> Street) have all been successfully managed using the current Mobile Command. The Mobile Command is also used at non-emergency events such as the Fireworks Festival and other large outdoor gatherings. Having EMO and the command bus involved for the demolitions of the Parrish & Heimbecker Mill and Traffic Bridge sections was also very beneficial.

The efficiency of having all affected stakeholders of an emergency able to meet on site has proven to be extremely valuable. SFD, SPS, the Provincial Departments of Saskatchewan Environment, Emergency Management and Fire Safety, SaskPower, SaskEnergy, RCMP, Corman Park Police, Saskatoon School Boards, Saskatoon Public Works, SFD and SPS Dispatchers, Saskatoon Transit, and private business owners have all needed to be on the Mobile Command during some of these incidents. With that amount of personnel involved, the current command vehicle becomes overcrowded at times.

A tender has been sent out for the conversion of the Class A motorhome into a Mobile Command vehicle. SFD and SPS have been in discussions regarding design and furnishing a command platform that will serve both agencies, other civic partners and the citizens of Saskatoon for many years to come.

**Financial Implications**

The purchase price of this platform was \$126,000 taxes included. The Saskatoon Fire Department, Saskatoon Police Service and Public Works have all identified funding in their 2016 and 2017 budgets to acquire and/or retrofit a Mobile Command for the City of Saskatoon. The source of funding for the Saskatoon Fire Department is Capital Project No. 2504 (Fire Capital Reserve) approved by City Council. The funds were put in place for the purchase of a new mobile command in 2015.

**Other Considerations/Implications**

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

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

Once tenders are received and reviewed, the contract for retrofitting the Class A motorhome will be awarded to the lowest, most qualified proponent with the expectation that the unit will be completed and available for use early in 2017.

**Public Notice**

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

**Capital Project 2504 – Saskatoon Fire Department  
Purchase of Used Platform for Mobile Command Vehicle**

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**Report Approval**

Written by: Glenn Ledray, Assistant Chief  
Approved by: Morgan Hackl, Fire Chief  
Approved by: Murray Totland, City Manager

Admin Report – Purchase of Used Platform for Mobile Command Vehicle.docx

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**Saskatoon Fire Department – Emergency Measures Organization  
notifynow City-wide Emergency Message Test – May 5, 2016**

**Recommendation**

**That the information be received.**

**Topic and Purpose**

The purpose of this report is to summarize the results of the fifth semi-annual notifynow city-wide emergency messaging test conducted on May 5, 2016, at 6:00 p.m.

**Report Highlights**

1. The objectives of the test are to remind Saskatoon about the function of notifynow, provide ongoing education, encourage citizens to opt in, and test the accuracy of the database.
2. Test Results demonstrate the effectiveness of notification delivery.
3. Lessons learned will assist with system improvements and expand percentage of people opting into the service.

**Strategic Goal(s)**

This report supports the Strategic Goal of Quality of Life and Continuous Improvement. The SFD leverages technology to serve and connect with citizens, as health and safety is a top priority in all that we do. The Emergency Measures Organization (EMO) is committed to providing timely and accessible information should there be an impending or escalating emergency situation that could affect the lives or property of Saskatoon residents.

**Background**

The Saskatoon Fire Department, Emergency Measures Organization, has used a mass notification program, powered by Everbridge, under the branded name of notifynow, since March 31, 2014. This emergency-targeted mass notification tool delivers timely information to citizens during emergencies or other unusual events. The May 5, 2016, city-wide test was the fifth since the program began.

**Report**

Test Objectives

The first objective was to act as an ongoing reminder to citizens of Saskatoon that the notifynow system is a key emergency mass notification tool and to educate them on the various uses of the system. The second objective was to continue to encourage people to opt in and create a customized profile to maximize the ability to reach them in an emergency. The final objective was to evaluate the efficacy of the current contact database and system settings.

Future Tests

To be successful, notifynow is managed according to best practices in the mass notification field. Regular system testing will ensure the greatest opportunity to achieve

a satisfactory level of public awareness and cooperation. The system will be tested two times per year; the first being partnered with Emergency Preparedness Week in May and the second carried out in early December.

### Test Method

The call settings for every telephone exchange in the city was set to a maximum of 275 calls per minute. We suspect that some city exchanges may be able to effectively process more than 500 calls per minute. This test was programmed to deliver the alert to text and email paths first with voice alerts following. Settings included a confirm function toggled on; when the citizen confirmed receipt of the message, the system would stop delivering to any additional paths listed in their profile.

### Test Results

The EMO received over 50 calls/emails from Saskatoon residents. The majority of comments were positive with residents seeking instruction on how to opt in or enquiring if they were already registered. Concerns received showed residents were hesitant to confirm the message (press 1) and would like to see the message delivered to every path listed in their profile. The notification successfully delivered to 88% of devices. This decrease of 7%, from the last test, is due to a suspected telephone network disruption during the broadcast. Everbridge and SaskTel are currently investigating this disruption.

### Communication Tools

To increase awareness of the test and Emergency Preparedness Week, the following communication tools were utilized:

- **Announcements Carousel** – homepage of saskatoon.ca.
- **Saskatoon.ca** – events calendar.
- **Social Media** – posts on the Saskatoon Fire Department shared and retweeted on the City's main Social Media feeds.
- **Social Media Emergency Preparedness Question of the Day Contest** – hosted by SFD social media and reposted by City of Saskatoon.
- **Saskatoon StarPhoenix City Page** – as available, notifynow insertions as filler six weeks leading up to test.
- **PSAs** – distributed May 2 to 6, 2016.
- **LIVE TV and Radio** – EMO Coordinator, Debbie Davies, live radio and TV.
- **FAQs** posted to saskatoon.ca.
- **notifynow brochure** updated to reflect current information and messaging.

### Lessons Learned

The percentage of unreachable contacts decreased from 4.11% in the last test to 3.57% for this test. Causes for unreachable devices include the detection of a duplicate value or no contact value detected. Since the beginning of the media campaign for this event, to the time writing this report, 2,148 people have opted in to create a profile. This spike in subscription may be due to media surrounding the unfortunate wildfires occurring in Fort McMurray during this time.

Summary

The EMO is pleased with the efficacy of the current database and the numbers of citizens who have signed up as a result of the social media campaign. Our team will continue to find ways to actively promote the importance of notifynow in times of emergency for warnings, updates, and recovery-related activities with the goal of increasing the number of people opting in to the service.

**Financial Implications**

There are no financial implications.

**Other Considerations/Implications**

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

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

The next test will be scheduled early in December 2016.

**Public Notice**

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

**Report Approval**

Written by: Ray Unrau, Director of Emergency Planning  
Approved by: Morgan Hackl, Fire Chief  
Approved by: Murray Totland, City Manager

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# Revision of Procedure to Amend the Official Community Plan and Zoning Bylaws

## Recommendation

That the Standing Policy Committee on Planning, Development and Community Services recommend to City Council that the Administration be authorized to take the necessary steps to amend Council and Committee Procedure Bylaw No. 8198, to remove the requirement for the Standing Policy Committee on Planning, Development and Community Services to authorize advertising of City-initiated amendments to Official Community Plan Bylaw No. 8769 and Zoning Bylaw No. 8770.

## Topic and Purpose

The purpose of this report is to request authorization to proceed with changing the procedure for amending Official Community Plan Bylaw No. 8769 and Zoning Bylaw No. 8770, by removing the requirement for advertising approval from the Standing Policy on Planning, Development and Community Services for all City of Saskatoon-initiated amendments.

## Report Highlights

1. Only City of Saskatoon (City)-initiated amendments to Official Community Plan Bylaw No. 8769 (OCP Bylaw) and Zoning Bylaw No. 8770 (Zoning Bylaw) must receive authorization prior to proceeding to advertise and holding a public hearing.
2. The current pre-hearing process of authorization is unnecessary and undesirable.
3. The Administration will bring forward major policy or discussion papers for consideration of any substantive matters.

## Strategic Goal

This report supports the City's long-term Strategic Goal of Continuous Improvement by looking for ways to streamline and improve processes within Saskatoon's civic government.

## Background

In 1999, the pre-hearing process for amending the OCP and Zoning Bylaws was changed to allow applications received by a member of the public, or a private corporation, to proceed directly to a public hearing after being considered by the Municipal Planning Commission (MPC).

In 2014, the Civic Governance Model for Saskatoon was amended to create new Standing Policy Committees of City Council. The Standing Policy Committees were provided with several new delegated responsibilities. Among other things, the Standing Policy Committee on Planning, Development and Community Services (Committee)

## **Revision of Procedure to Amend the Official Community Plan and Zoning Bylaws**

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was delegated the authority to approve the advertising of proposed City-initiated amendments to the OCP and Zoning Bylaws. This was a pre-hearing requirement dating back prior to 1999.

### **Report**

The Community Services Department and the City Solicitor's Office have met to consider ways to improve the process of amending the OCP and Zoning Bylaws.

### **Current Process is Unnecessary**

It is the opinion within the Community Services Department and the City Solicitor's Office that the pre-hearing process for City-initiated amendments to first obtain authorization to advertise and proceed to a public hearing is unnecessary and undesirable. There is no legal requirement in the Planning and Development Act, 2007, to do so.

Under the new Governance Model, whereby this pre-hearing step is delegated to the Committee, only the Mayor and one-half of City Council is receiving information from the Administration and members of the public about the merits of proceeding to a public hearing.

The other undesirable element in this process is that the decision to proceed to advertise can resemble a public hearing – especially when members of the public speak in favour or against a proposal. This can have the effect of pre-determining the outcome before a public hearing is held. Advertising of the amendment has not yet occurred; thus, only those people who are aware of the proposed change are coming to speak to Committee. This result is again problematic.

The Administration is recommending that all proposals to amend the OCP and Zoning Bylaws follow the same procedure, resulting in two positive benefits. Firstly, the Committee will not be determining the merits of a proposal to amend the OCP and Zoning Bylaws, on behalf of City Council, prior to a public hearing. Secondly, the process for City-initiated amendments to the OCP and Zoning Bylaws will be streamlined and shortened.

### **Policy and Discussion Papers**

As an alternative, if the Administration wishes to receive feedback or provide the Committee with information concerning potential major or substantive policy and land use issues, it may do so in the form of a Discussion or Policy Paper. The Committee can then recommend to proceed, refer back for more information/consultation, or recommend to not proceed. The Policy and Discussion Paper and Committee recommendation would then proceed to all of City Council on the consent agenda.

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

There is no requirement for particular stakeholder or public involvement.

## **Revision of Procedure to Amend the Official Community Plan and Zoning Bylaws**

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### **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**

Pending City Council approval, the Administration would then take the necessary steps to amend Council and Committee Procedure Bylaw No. 8198.

### **Public Notice**

Public notice is required for consideration of this matter, pursuant to Section 3(p) of Public Notice Policy No. C01-021. A notice will be placed in The StarPhoenix one week prior to the public hearing, and posted at City Hall and on the City's website at least ten days prior to the public hearing.

### **Report Approval**

Written by: Alan Wallace, Director of Planning and Development

Approved by: Lynne Lacroix, Acting General Manager, Community Services Department  
Murray Totland, City Manager

S/Reports/2016/PD/PDCS – Revision of Procedure to Amend the Official Community Plan and Zoning Bylaws/lc

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## Indoor Playgrounds or Play Centres – Leisure Facilities

### Recommendation

That the report of the General Manager, Community Services Department, dated May 30, 2016, be forwarded to City Council for information.

### Topic and Purpose

The purpose of this report is to respond to an inquiry requesting the possibility of incorporating “indoor playgrounds” or “play centres” for toddlers and young children into existing and future leisure centres.

### Report Highlights

1. The City of Saskatoon currently has indoor playgrounds at Lakewood Civic Centre, Lawson Civic Centre and the Shaw Centre.
2. The Administration is in the process of developing a portable play centre/program at the Saskatoon Field House.
3. Saskatoon and area has other indoor playgrounds, which are operated by non-profit organizations and private operators.
4. The City of Saskatoon Recreation and Parks Master Plan identified that support for indoor playgrounds is strong based on surveys completed. As a result, consideration will be given to incorporating indoor playgrounds into the development of future multi-purpose facilities or repurposing of existing facilities.

### Strategic Goal

This report supports the Strategic Goal of Quality of Life whereby citizens have access to facilities and programs that promote active living. This report also supports the long-term strategy to ensure existing and future leisure centres, and other recreational facilities, are accessible physically and financially and meet community needs.

### Background

At its January 26, 2016 City Council meeting, Councillor R. Donauer made the following inquiry:

“Would Administration please report on the possibility of incorporating “indoor playgrounds” or “play centres” for toddlers and young children into existing and future Leisure Centres?”

### Report

#### Lakewood Civic Centre, Lawson Civic Centre, and Shaw Centre Indoor Playgrounds

The City of Saskatoon currently has indoor playgrounds at Lakewood Civic Centre (Lakewood), Lawson Civic Centre (Lawson), and Shaw Centre (Shaw). Each of these playgrounds are open to children ages seven and under. Parents must accompany, and supervise, their children in these playgrounds as these facilities are not supervised.

## Indoor Playgrounds or Play Centres – Leisure Facilities

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The three indoor playgrounds within the leisure centres are open throughout the week at various times, based on location and season.

For a full overview of the hours of operation and equipment available for each facility, see Attachment 1.

### Portable Play Centre/Program at the Saskatoon Field House in the Development Stage

The Administration is in the process of developing a portable play centre/program for the Saskatoon Field House. Equipment, amenities, the cost to establish the portable play centre/program, and program details will be determined as the Administration works through the program planning process. Further details will be available at a later date.

Within Saskatoon and area, there are also a number of indoor playgrounds available that are operated by either non-profit organizations or private businesses. The list below is not intended to be exhaustive, but provides a snapshot of the indoor playgrounds in operation. The indoor playgrounds include the following:

- 1) Albert Community Centre;
- 2) Saskatoon Soccer Centre;
- 3) Fun Factory;
- 4) Flynn's Forrest Indoor Playground;
- 5) Lawson Heights Mall and Market Mall indoor play areas;
- 6) CJ's Climb and Play; and
- 7) several places of worship within the city.

A high-level overview of their services can be found on Attachment 2.

### City of Saskatoon Recreation and Parks Master Plan

The City of Saskatoon Recreation and Parks Master Plan, developed in 2015, identified that "support for indoor playgrounds is strong: 88% of groups surveyed suggested new indoor playgrounds be developed and 73% of households indicated that new or enhanced indoor playgrounds should be a future focus."

### Other Indoor Playgrounds in Saskatoon and Area

Within the Implementation Plan for the Park and Recreation Master Plan, an indoor playground has been listed as a potential capital project between 2016 and 2026 with an estimated capital cost of \$50,000 to \$100,000, for the development of a small-scale indoor playground.

As a result, consideration will be given to incorporating indoor playgrounds into the development of future multipurpose facilities or the repurposing of existing facilities.

## Indoor Playgrounds or Play Centres – Leisure Facilities

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Consideration will also be given to partnering with community organizations to include an indoor playground in any new facilities being built or spaces in existing facilities that could be repurposed.

Other than the development of a portable play program at the Saskatoon Field House, there are no immediate plans to construct a new indoor playground or repurpose spaces in existing facilities, but consideration will be given if spaces become available in the future.

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

Other than contacting other indoor playgrounds in the city to clarify information on these facilities for the report, there was no further public or stakeholder involvement.

### **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**

There are no immediate plans to construct a new indoor playground or repurpose spaces in existing facilities. A report will be brought to City Council in the future if a potential project materializes.

### **Public Notice**

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

### **Attachments**

1. Leisure Centre Indoor Playgrounds
2. Indoor Playgrounds in Saskatoon and Area

### **Report Approval**

Written by: Jody Hauta, Manager, Recreation Facilities and Programs  
Reviewed by: Lynne Lacroix, Director of Recreation and Community Development  
Approved by: Randy Grauer, General Manager, Community Services Department

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### Leisure Centre Indoor Playgrounds

A full overview of the hours of operation and equipment available for each facility is as follows:

1. Lakewood

Lakewood's indoor playground is open from 1:00 p.m. to 4:00 p.m. on Mondays, Wednesdays, and Fridays; and from 9:00 a.m. to 12:00 p.m. on Saturdays.

Equipment and amenities include:

- a) a large play apparatus with two slides and a bridge, as well as a play house;
- b) a kitchen set and shopping carts;
- c) cars, balls, blocks, and other assorted toys; and
- d) a playpen, high chairs, strollers, and bouncers.

2. Lawson

Lawson's indoor playground is located on a portion of the pool deck and is open from 9:00 a.m. to 4:15 p.m. and from 7:00 p.m. to 9:00 p.m. Monday to Thursday; 10:00 a.m. to 4:15 p.m. and 7:00 p.m. to 9:00 p.m. on Friday; 12:00 p.m. to 6:00 p.m. on Saturdays; and 10:00 a.m. to 6:00 p.m. on Sundays. Equipment and amenities include:

- a) safari animal magnetic table;
- b) small slide, rock climbing structure with crawl through feature, playhouse, and caterpillar tunnel;
- c) small alligator teeter totter and an airplane teeter totter;
- d) dinosaur sit and climb on toy; and
- e) six toddler chairs.

3. Shaw

Shaw's indoor playground is open Mondays and Wednesdays from 1:00 p.m. to 3:00 p.m. during the fall and winter seasons, and as requested during the spring and summer seasons. Equipment and amenities include:

- a) play apparatus with slide and mats;
- b) bowling ball set and building blocks;
- c) toy car ramps with toy cars;
- d) various sizes of balls and a small basketball hoop;
- e) crayons and coloring paper; and
- f) baby saucers, baby swings, and playpens.

## Indoor Playgrounds in Saskatoon and Area

### Other Indoor Playgrounds in Saskatoon and Area

The Albert Community Centre offers an indoor playground at their facility located at 610 Clarence Avenue South. The Albert Indoor Playground (AIP) is a non-profit, cooperative organization with a volunteer board that operates to provide a space for children five and under and adults to socialize and have fun. The facility does not provide drop-in programming. Members are required to register and pay a fee for access to the facility for a morning or afternoon session one day per week (Monday to Friday) from September through to the end of May. Up to twenty children are allowed per morning or afternoon session. Equipment/amenities include:

- a) a craft room, train room, and reading room;
- b) a play structure and ride on cars;
- c) a toy kitchen, toy workshop, and Lego table;
- d) other various toys; and
- e) baby saucers.

The Saskatoon Soccer Centre Inc. offers an indoor play group which is open to the public Monday to Friday from 9:30 a.m. to 11:45 a.m. September through May on soccer fields at the Saskatoon Kinsmen/Henk Ruys soccer centre and is located at 219 Primrose Drive. The program is geared towards families with preschoolers, but does not have an age limit. Equipment and amenities include ride on toys and cars, mats, ball pits and other equipment geared towards preschoolers.

The Fun Factory is a privately operated indoor playground and is located at 1633 Quebec Avenue North. This facility includes a two storey, 1,600 square foot play-unit complete with tunnels, slides, and ball pits. A separate toddler play area is equipped with a ball pit, slides and other activities for one to three year olds. The facility also features an arcade and a lazer tag arena.

Flynn's Forest Indoor Playground is currently being developed by private operators and is located at 50-214 Joseph Okemasis Drive. This indoor playground features 6,000 square feet of activity space, including a three storey playground structure with a triple slide, two tube slides, an interactive play floor, an 8 foot climbing wall, and a sport court. The facility also has a dedicated toddler area.

The Lawson Heights Mall and Market Mall have indoor play areas for children, which are open during mall hours.

CJ's Climb and Play is a privately operated indoor playground in Warman. This facility offers 7,000 square feet of activity area and a separate play area for children three years and under. This facility includes a play structure, tunnels, slides, obstacles and climbing frames.

Several places of worship also offer indoor playgrounds, which are open a variety of days and hours during the week.

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## Status Report – Graffiti Cleanup

### Recommendation

That the Standing Policy Committee on Planning, Development and Community Services recommend to City Council that the report be received as information.

### Topic and Purpose

The purpose of this report is to provide an update on the mechanisms that have been put in place for tracking graffiti cleanup and to provide statistics on the length of time taken to complete graffiti cleanup for the period leading up to April 30, 2016.

### Report Highlights

1. The Administration has implemented a number of improvements to better track and report out on graffiti cleanup on civic property.
2. From January 1, 2016, to April 30, 2016, there were a total of 162 reports of graffiti entered into the graffiti tracker database, 144 of which were on civic property.
3. In the longer term, the goal is for the graffiti tracking system to be fully integrated with the Service Saskatoon model.

### Strategic Goal

This report supports the long-term strategy to provide a coordinated approach to customer service with quick and accurate responses under the Strategic Goal of Continuous Improvement.

### Background

At its January 25, 2016 meeting, City Council received an information report on the City of Saskatoon's (City) graffiti management plan and adopted the following recommendation:

“That the Administration be requested to report back by June 2016 with respect to the mechanisms that have been put in place for the tracking of graffiti cleanup, as well as the statistics for the timing of the completion of graffiti cleanup for the period leading up to the reporting in June 2016.”

### Report

#### Implementations of Improvements to Track and Report Graffiti on Civic Property

The following is a summary of the mechanisms put in place to enhance the tracking and reporting of graffiti cleanup on civic property:

1. A change has been made to the graffiti tracker database that now requires staff to input the exact date of cleanup for each incident to ensure the ability to report out on precise length of time it is taking to address each incident.

2. The graffiti tracker database is being enhanced to include a function for reporting back to citizens. Citizens reporting graffiti on civic property will be given the option of receiving an automatic email notifying them that the graffiti has been cleaned up. The emails will be generated from the graffiti tracker program when the incident is marked complete.
3. The responsibility for graffiti cleanup rests with a number of staff in multiple divisions and each of those staff receive emails directly from the graffiti tracker program; making it a challenge to track and manage the work in a coordinated fashion. A single contact responsible for tracking and follow up has been identified in each division to provide a more coordinated approach.
4. Regular status reports of graffiti incidents are now generated from the graffiti tracker database and circulated to division contacts.

Total Number of Graffiti Reports from January 1, 2016, to April 30, 2016

From January 1, 2016, to April 30, 2016, there were a total of 162 graffiti incidents reported to the graffiti tracker database of which 144 were on civic property. At the time of the writing of this report, 124 of those incidents had been cleaned up and 20 were yet to be completed.

The chart below shows the length of time it took to clean up the 124 incidents that have been completed.

<b>Time to Clean Up</b>	<b>Number of Incidents</b>
7 days or less	101
8 to 14 days	13
Over 14 days	10

Anytime a report is generated from the graffiti tracker, there are likely to be outstanding incidents as reports can be made up to the date and time the report is run. The remaining 20 incidents to April 30, 2016, are in the process of completion and the actual length of time of clean up for these will be reported out in the year-end report.

Some factors that can affect the timing of cleanup are:

1. Safety concerns – incidents that have significant safety concerns may take longer to address to ensure that the appropriate equipment, staff, and safety measures are in place. For example, graffiti on vehicle grade separations that are directly adjacent to traffic flow require traffic control or closures to be in place.

2. Climate and weather – incidents reported in winter may take longer to address based on weather conditions. For example, those areas that need to be power washed cannot be addressed in extreme cold.

Consistent with the Service Saskatoon model, the Administration continues to explore ways to improve and enhance the graffiti management program to ensure graffiti removal from civic structures in a timely and effective fashion.

The determination of preferred service levels and allocation of dedicated resources for graffiti removal is being investigated and a report will be presented for discussion during the 2017 Business Plan and Budget deliberations.

### **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**

An annual report for the 2016 graffiti management program will be submitted in early 2017.

### **Public Notice**

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

### **Report Approval**

Written by: Shannon Hanson, Social Development Manager, Recreation and Community Development

Reviewed by: Lynne Lacroix, Director of Recreation and Community Development

Angela Gardiner, Director of Transportation

Del Ehlert, Acting Director of Facilities and Fleet Management

Jeff Jorgenson, General Manager, Transportation and Utilities Department

Kerry Tarasoff, CFO/General Manager, Asset and Financial Management Department

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

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## **Innovative Housing Incentives – Saskatchewan Housing Corporation – 203 Baltzan Boulevard, 474 Boykovich Street, and 1528 37<sup>th</sup> Street West**

### **Recommendation**

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

1. That funding of \$108,000 of the total capital cost of the construction of 12 affordable rental units at 203 Baltzan Boulevard, 474 Boykovich Street, and 1528 37<sup>th</sup> Street West, by the Saskatchewan Housing Corporation, to a maximum of \$9,000 per unit, be approved;
2. That a five-year tax abatement of the incremental property taxes, estimated at \$18,349, for the 12 affordable rental units be applied, commencing the next taxation year, following the completion of construction; and
3. That the City Solicitor be requested to prepare the necessary incentive and tax abatement agreements and that His Worship the Mayor and the City Clerk be authorized to execute these agreements under the Corporate Seal.

### **Topic and Purpose**

The purpose of this report is to recommend that financial incentives be provided to the Saskatchewan Housing Corporation for the construction of three residential care homes.

### **Report Highlights**

1. The Saskatchewan Housing Corporation (SHC) is building three affordable residential care homes, consisting of four bedrooms each, for placement of Valley View Centre residents.
2. The affordable rental units qualify for financial incentives from the City of Saskatoon (City), including a capital grant and a five-year incremental tax abatement.

### **Strategic Goal**

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

### **Background**

At its January 4, 2016 meeting, the Standing Policy Committee on Finance approved a revised set of development controls for the Westview neighbourhood, including the approach toward care home development at 1528 37<sup>th</sup> Street West. Consequently, the property development may proceed.

During its November 30, 2015 meeting, City Council set the 2016 target for the Housing Business Plan at 400 units across the attainable housing continuum, 32 units of which are targeted to be affordable rental units. On January 25, 2016, City Council approved funding for the first 20 affordable rental units toward this target. A financial allocation of \$536,406 is available to support further affordable housing projects, including the subject application.

## **Report**

### SHC Housing Proposal

On April 4, 2016, the Planning and Development Division received an application for three residential care homes, containing four bedrooms each, for placement of Valley View Centre residents. These homes will be located at 203 Baltzan Boulevard, 474 Boykowich Street, and 1528 37<sup>th</sup> Street West (see Attachment 1 for site plans and renderings).

The SHC will maintain ownership of the three residential care homes and will lease the properties to licensed/approved agencies that will make these units available to low-income tenants.

The SHC worked with Community Living Service Delivery and with a Saskatchewan Association of Rehabilitation Centre facility planner regarding specifications for the homes that include accessible doorways, ramps, and accessible tubs.

### Financial Assistance for Affordable Group Homes

The 12 affordable group home rental units qualify for capital funding from the City under Innovative Housing Incentives Policy No. C09-002 (Housing Policy). These 12 units will be made available to individuals that fall below the Saskatchewan Household Maximum Incomes, which are currently set at \$38,000 for singles and couples.

The SHC application for financial assistance has been evaluated by the Neighbourhood Planning Section, Planning and Development Division, using the Capital Grant Evaluation Matrix, and was awarded nine points, which equates to a capital grant of 9%. A copy of the evaluation has been provided in Attachment 2.

A 9% capital grant is estimated to be \$270,000; however, the Housing Policy limits the amount of capital grants to a maximum of \$10,000 per bedroom for residential care homes and shelters. Therefore, the maximum grant that can be approved for this 12-unit project is \$108,000, based on a 9% capital grant.

The 12 affordable rental units also qualify for a five-year incremental property tax abatement under the provisions of the Housing Policy. The Assessment and Taxation Division, Asset and Financial Management Department, estimates the value of the incremental property taxes on these 12 units to be \$6,553 per year, or \$32,765, over the five-year period.

The SHC is funding the remaining costs for this project.

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

There was no public or stakeholder involvement required on this project. All three homes are fully permitted under Zoning Bylaw No. 8770.

### **Communication Plan**

The SHC will plan an official opening ceremony when the project is complete, and the City's contribution to this project will be acknowledged at that time.

### **Financial Implications**

The funding source for the \$108,000 capital grant is the Affordable Housing Reserve. A total of \$536,406 is available for affordable housing projects. If this project is approved, the 2016 target of 32 affordable rental units would be met, and a total of \$428,406 would remain available to support additional projects in 2016. Approving the proposed incremental property tax abatement would result in forgone revenue of approximately \$18,349 (the municipal portion) over the five-year period.

### **Other Considerations/Implications**

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

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

This project is scheduled to be complete by the spring of 2017.

### **Public Notice**

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

### **Attachments**

1. Saskatchewan Housing Corporation - Site Plan Renderings
2. Capital Grant Project Evaluation Matrix

### **Report Approval**

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

S/Reports/2016/PD/PDCS – Innovative Housing Incentives – Saskatchewan Housing Corporation. – 203 Baltzan Boulevard, 474 Boykovich Street, and 1528 37<sup>th</sup> Street West/lc



203 Baltzan Boulevard



474 Boykovich Street



1528 37<sup>th</sup> Street West

## Capital Grant Project Evaluation Matrix

### Point System, Project Evaluation

#### Innovative Housing Incentive Program – Capital Grant Project Evaluation Matrix

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

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

Below is the point evaluation score for the projects located at 203 Baltzan Boulevard, 474 Boykovich Street, and 1528 37<sup>th</sup> Street West, and the corresponding capital grant percentage.

Proponent	Project Location	Date Application Received	Date Application Evaluated
Westgate Heights Attainable Housing Inc.	3323 Centennial Drive (Phase 2) (40 unit apartment building)	April 4, 2016	April 4, 2016
Housing Business Plan Priority	Criteria	Possible Points	Points Earned
Base Grant	Projects must serve households below provincial SHIMs	3 percent	3
Leveraging Funding from Senior Levels of Government	Secured funding from federal or provincial government under an eligible grant program	2 percent	2
Significant Private Partnership	There is a significant donation (at least 10 percent in-kind or donation) from a private donor, faith group or service club.	1 percent	0
Accessible Housing	At least 5 percent of units meet barrier free standards	1 percent	1
Neighbourhood Revitalization	a. Project improves neighbourhood by renovating or removing rundown buildings; and/or	1 percent	0
	b. developing a vacant or brownfield site.	1 percent	0
Mixed Tenure Development	Project has a mix of affordable/market units or a mix of rental/ownership	1 percent	0
Safe and Secure Housing	a. Landlord is committed to obtaining Crime Free Multi Housing certification for the project, and/or	1 percent	0
	b. incorporates CPTED principles into design	1 percent	0

Supportive Housing	The proposal includes ongoing supports for the residents to assist them in staying housed such as drug and alcohol free, cultural supports, elements of Housing First.	1 percent	1
Meets specific identified Housing Need	Project meets an identified housing need from a recent study such as: <ul style="list-style-type: none"> <li>a. Homelessness,</li> <li>b. Large Family housing (3 bedrooms or more)</li> <li>c. Accommodation for students</li> <li>d. Aboriginal housing</li> </ul>	2 percent	2
Innovative Housing	Project uses innovative design, construction technique, materials or energy saving features.	1 percent	0
Innovative Tenure	Innovative Housing tenures such as Rent to Own, Life Lease, Land Trust, Sweat Equity, Co-op Housing or Co-Housing	1 percent	0
<b>Notes:</b>			<b>Total Points and Capital Grant Percent Earned</b>
			<b>9 Points = 9% Capital Grant</b>

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## City Centre Plan Phase 4: Civic Precinct Master Plan Project Update

### Recommendation

That the report of the General Manager, Community Services Department, dated May 30, 2016, be forwarded to City Council for information.

### Topic and Purpose

The purpose of this report is to present the draft Terms of Reference for the Civic Precinct Master Plan, the fourth and final phase of the City Centre Plan.

### Report Highlights

1. The Civic Precinct study area encompasses approximately five city blocks, centred on City Hall.
2. The purpose of the Civic Precinct Master Plan (Plan) is to define a new Civic Precinct area and improve the quality, character, and cohesiveness of the public realm in the Civic Precinct.
3. The timing and preparation of this Plan considers several proposed projects and initiatives that will have a significant impact on the public realm within the Civic Precinct over the long term.
4. The Plan will be divided into two phases. Phase one consists of background analysis and stakeholder engagement, and phase two consists of detailed design and plan development.
5. The Plan will result in a priority list of, and phased approach for, improvement projects for the public realm within the Civic Precinct.

### Strategic Goal

This initiative supports the following ten-year strategies identified in the City of Saskatoon's (City) Strategic Goal of Sustainable Growth:

- establishing the City Centre as a cultural and entertainment district with employment, corporate offices, and store-front retail over the long term; and
- adopting an integrated approach to growth, related to transportation, servicing, transit, and land use.

The Plan also achieves the following four-year priority identified in the Strategic Goal of Sustainable Growth:

- Completing the City Centre Plan.

### Background

In 2010, Capital Project No. 2458 – City Centre Plan was approved by City Council with a three-year allocation of \$750,000 involving four distinct phases:

1. Phase 1 - November 21, 2011 - City Council received the “Public Spaces, Activity and Urban Form Strategic Framework” document.
2. Phase 2 - The consultation for the City Centre Plan was contained within the two-year public consultation program known as “Saskatoon Speaks,” which resulted in a Community Vision for a “Thriving City Centre.”
3. Phase 3 - December 16, 2013 - City Council endorsed Phase 3, the City Centre Plan.
4. Phase 4 - December, 2014 - City Council approved the capital expenditure of \$250,000 for the development of the Civic Precinct Master Plan.

## **Report**

### Study Area

The study area for this project encompasses approximately five city blocks, centred on City Hall, and bounded by 24<sup>th</sup> Street to the north, 22<sup>nd</sup> Street to the south, 2<sup>nd</sup> Avenue to the west, and 4<sup>th</sup> Avenue to the east. The following corridors leading into the study area are also included: 3<sup>rd</sup> Avenue, starting at 25<sup>th</sup> Street and ending at 22<sup>nd</sup> Street; and 23<sup>rd</sup> Street, beginning at 1<sup>st</sup> Avenue and terminating at Spadina Crescent. Currently, the study area is referred to as the “Civic Precinct”, as it incorporates a new public gathering place (from the City Centre Plan), the proposed Bus Rapid Transit (BRT) corridor on 3<sup>rd</sup> Avenue, the removal of the Transit Terminal, and the possibility of a future new central library (see Attachment 1). The name for the area may change as the plan develops.

### Purpose

The purpose of the Plan is to identify and integrate priority projects, resulting in detailed design plans and implementation strategies that will improve the quality, character, and cohesiveness of the public realm in the Civic Precinct. The area already contains many of the elements necessary for a successful and meaningful place, including a significant employment base, a strong civic presence, institutional and community facilities, retail and office uses, public squares, nearby high-density residential areas, proximity to the river, and an emerging variety of transportation options. The Plan will tie these various elements together, creating a new public gathering place and key activity node that anchors the north end of Downtown.

### Timing

The preparation of this Plan is being timed to consider several proposed projects and initiatives that will have a significant impact on the public realm within the Civic Precinct over the long term. The primary projects include the future transition to BRT, removal of the Transit Terminal, installation of protected bike lanes along 23<sup>rd</sup> Street and 4<sup>th</sup> Avenue, and ongoing discussions regarding the development of a new central library. This Plan will provide direction on the integration of these projects and influence how they contribute to the public realm.

### Phasing

The project will be divided into two phases. The first phase will gather background information, analysis of the study area, a review of best practices and current trends,

and stakeholder engagement. The second phase will build upon the findings in phase one, and will identify improvement projects, detailed design drawings for public realm improvements, recommended phasing, and implementation strategies. Stakeholder engagement will continue to play an important role in phase two, along with the engagement of the broader community.

Phase one is currently underway with the compilation of background information, analysis of the study area, and a review of best practices. An internal working group will be formed to provide strategic direction during the planning phase. The group will be comprised of key individuals from the Saskatoon Transit Division, and the Transportation and Utilities, Corporate Performance, and Community Services Departments. Phase one is anticipated to continue in 2016, with phase two beginning in 2017. The completion of the project is anticipated in late 2017.

#### Resourcing to Complete Plan

Staff resources and expertise exist within the Planning and Development Division to undertake this project. The use of a consultant is not required. Consultants are typically used when the list of projects exceeds the City's staff resources, or when particular expertise is required. The most economical and efficient use of resources is to utilize an appropriate combination of internal staff and consulting services.

#### Outcomes

The Plan will result in a priority list of phased improvement projects for the public realm within the Civic Precinct.

Public realm improvement projects will include:

- a) a redesign of Civic Square; both the plaza to the south of City Hall and the green space to the north;
- b) identification of opportunities to animate the Civic Square and surrounding streetscapes;
- c) a new design for 23<sup>rd</sup> Street, from Spadina Crescent to 1<sup>st</sup> Avenue, including:
  - i) green corridor treatments to facilitate the connection to the river;
  - ii) a plan for the reuse of the Transit Terminal, once BRT is operational, along 3<sup>rd</sup> Avenue;
  - iii) consideration of protected bike lane requirements; and
  - iv) treatments at intersections within the corridor; and
- d) redesigned streetscapes along 3<sup>rd</sup> Avenue and 4<sup>th</sup> Avenue that take into account existing streetscaping and the potential requirements for future BRT and protected bike lanes.

Public space does not exist in isolation. Surrounding land uses and buildings greatly impact the success of the adjacent public space. To address these impacts, the Plan will examine land uses within the private realm to ensure that the public space improvements are successful. The Plan may include recommendations on preferred and specific land use types, building orientation, ground floor uses, densities,

architectural guidelines, etc. specifically for buildings located or redeveloped in the Civic Precinct.

The result will be an action plan for the Civic Precinct that contains a priority list of projects, detailed design drawings, recommended phasing, implementation strategies, cost estimates, and potential funding sources.

The completion of City Centre Plan Phase 4: Civic Precinct Master Plan is an important step toward meeting the goals and objectives of the City Centre Plan, Official Community Plan, Strategic Plan, and Community Vision.

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

Communication and engagement are integral to this project. A list of preliminary stakeholders has been identified (see Attachment 1). Stakeholders will be contacted early in the project to help inform and shape the outcomes for the Civic Precinct. Engagement with the wider community will also be an important element to ensure the Civic Precinct represents the needs and desires of the community. As part of the Plan, an engagement strategy will be developed that is grounded in broad and transparent community engagement with a particular focus on stakeholder input.

### **Communication Plan**

A variety of communication tools will be utilized to ensure that effective and consistent communication and messages are integrated into both phases of this project i.e. flyers, newspaper advertisements, use of the Shaping Saskatoon website, and notifications through appropriate stakeholder groups, community associations, and business improvement districts. As part of the Plan, a communication strategy will be developed that will establish goals to ensure comprehensive communication.

### **Financial Implications**

This project is funded by Capital Project No. 2458 - City Centre Plan. As the Plan is developed, additional capital cost details will emerge. Implementation will occur in phases and will be funded by the Urban Design Streetscape Reserve.

### **Other Considerations/Implications**

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

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

The Plan is anticipated to be completed in late 2017, and will be brought forward to City Council for endorsement at that time.

### **Public Notice**

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

### **Attachment**

1. Civic Precinct Master Plan - Terms of Reference

**Report Approval**

Written by: Danae Balogun, Senior Planner, Neighbourhood Planning Section  
Reviewed by: Alan Wallace, Director of Planning and Development  
Approved by: Randy Grauer, General Manager, Community Services Department  
Kerry Tarasoff, CFO/General Manager, Asset and Financial Management  
Catherine Gryba, General Manager, Corporate Performance  
Jeff Jorgenson, General Manager, Transportation and Utilities

S/Reports/2016/PD/PDCS - City Centre Plan Phase 4 - Civic Precinct Master Plan Project Update/lc

# Civic Precinct Master Plan – Draft Terms of Reference

## 1. Background

The development of the Civic Precinct Master Plan (Plan) is the fourth and final stage of the City Centre Plan (CCP). Completing this phase is an important step in advancing the quality, character, and cohesiveness of the Civic Precinct. It is essential to achieving desired improvements to the public realm that are consistent with the goals and objectives of the past phases of the CCP, Official Community Plan, Strategic Plan, and Community Vision.

### The Community Vision

The Community Vision (June 2011) describes common values, outlines opportunities and challenges facing Saskatoon, and describes the community's long-term vision for the city. A "Thriving City Centre" is one of the eight interrelated themes identified in the Community Vision. The vision for a thriving City Centre refers to Downtown as a vibrant hub of culture, commerce, and civic life that boasts gathering places; beautiful streetscapes and bustling sidewalks; is easily accessible by car, transit, bicycle, and on foot; and is thriving with day-to-day activities and special events. One of the strategies identified to aid in achieving this vision is to develop and implement a program of public realm improvements to enhance the physical qualities of the City Centre and create a linked network of existing and new places, with the Civic Square as a major node. The outcomes of the Plan directly support this vision for the City Centre.

### The Strategic Plan

The Strategic Plan (2013 - 2023) outlines seven strategic goals and defines four-year priorities and ten-year strategies that provide a roadmap to achieving the Community Vision.

The Plan supports the following ten-year strategies identified in the City of Saskatoon's (City) Strategic Goal of Sustainable Growth:

- establishing the City Centre as a cultural and entertainment district with employment, corporate offices, and store-front retail over the long term; and
- adopting an integrated approach to growth, related to transportation, servicing, transit, and land use.

The Plan also achieves the following four-year priority identified in the Strategic Goal of Sustainable Growth:

- Completing the CCP.

### Official Community Plan

As outlined in Official Community Plan Bylaw No. 8769 (OCP Bylaw), the role of Downtown is to be the centre and heart of the city and region; it shall provide the highest level of administrative, commercial, cultural, and entertainment facilities, and contain the highest development densities in the city, a strong diversity of activity, and a growing resident population. To support this role, the OCP Bylaw identifies the following objectives for Downtown:

- to ensure Downtown remains the centre and heart of the financial, administrative, cultural, and commercial activities of the city and region;
- to ensure Downtown is an attractive, functional, and vibrant place; and
- to encourage a significant share of the city's overall housing development to take place in Downtown.

The outcomes of the Plan will contribute to achieving these three objectives for Downtown.

### CCP

The CCP began in 2009, under the name “A New Plan for City Centre.” Many significant changes were being discussed in the area surrounding City Hall (i.e. a new library, new transit facilities, and streetscaping plans), and a coordinated approach to these changes was recommended by City Council. The CCP is intended to shape the expectations of the community, create a platform for builders to develop future projects, and clearly articulate the development principles regarding Downtown. The CCP reinforces and strengthens Saskatoon’s core to ensure it becomes a strong magnet for people to live, work, and play.

The CCP is divided into four phases:

#### **2010 - 2011 Phase 1: Public Spaces, Activity and Urban Form Strategic Framework**

The purpose of Phase 1 was to provide a foundation of data and material to quantify and qualify the public space and pedestrian-related conditions in Saskatoon’s core. Divided into two parts, Part A and Part B, Part A - Research and Data Collection focused on the collection of street-level data to assess the quality and usage patterns of open space in the City Centre. Part B - Public Spaces, Activity and Urban Form Strategic Framework measured the urban quality and urban life in the City Centre by providing a snapshot of existing conditions and presented an array of opportunities for further consideration and comparative analysis.

#### **2010 - 2011 Phase 2: Community Engagement**

Public consultation for the CCP was rolled into the city-wide consultation process “Saskatoon Speaks.” The City Centre was one of the resulting eight interrelated themes that emerged from the consultation process.

#### **2011 - 2013 Phase 3: The New Plan for City Centre**

Building on Phases 1 and 2, Phase 3 is a comprehensive plan that details the desired vision for the City Centre over a 15-year period. Phase 3 is organized into three major components: Public Places, Moving Around and Infrastructure, and Policy to Enable Development. Expanding on these three components are 12 key strategies that will lead to achieving the vision over the near-, mid-, and long-term.

#### **2015 - 2017 Phase 4: Civic Precinct Master Plan**

The final phase of the CCP builds upon the previous three phases, as well as takes into consideration many of the major redevelopments that are occurring within or near the

study area. The following five projects were identified in Phase 3 of the CCP as near-term (to be completed within one to five years) and fall within the scope for Phase 4:

- i. Civic Plaza Design Considerations: complete design drawings for improved landscape at Civic Plaza;
- ii. Design Improvements to 23<sup>rd</sup> Street, including the initial phase of the linear park at 23<sup>rd</sup> Street and Spadina Crescent;
- iii. Design plans for a new entry to Meewasin Trail at 23<sup>rd</sup> Street;
- iv. Permanent installation of bikeways (in accordance with outcomes of the Protected Bike Lane Demonstration Project); and
- v. Completion of the Growing Forward Project and establishment of the first phase of Rapid Bus Transit line as a bus only lane (in accordance with outcomes of Growing Forward).

The purpose of the Plan is to identify and integrate priority projects, resulting in detailed design plans and implementation strategies that will improve the quality, character, and cohesiveness of the public realm in the Civic Precinct.

## 2. Objectives

- i) to create a publically engaging, dynamic node for the city;
- ii) to foster a consistent, identifiable character for the Civic Precinct;
- iii) to support the ongoing initiative to integrate and support alternative modes of transportation and create a functional junction point;
- iv) to examine options for integrating existing and future corporate facilities;
- v) to identify opportunities within the area for development of office, residential, retail and/or public functions;
- vi) to enhance the pedestrian connection between the river and the Civic Precinct;
- vii) to facilitate the Civic Precinct as a key node anchoring and bringing together the various areas of Downtown;
- viii) to create a new Civic Square and animated amenity space that offers a memorable and diverse experience for all those who visit, shop, live and work in the heart of Saskatoon; and
- ix) to provide a space that facilitates spontaneous gatherings and programmed events where people can socialize, celebrate, and participate in civic life year round.

## 3. Study Area

The study area for this project encompasses approximately five city blocks bounded by 24<sup>th</sup> Street to the north, 22<sup>nd</sup> Street to the south, 2<sup>nd</sup> Avenue to the west, and 4<sup>th</sup> Avenue to the east. The following corridors leading into the study area are also included: 3<sup>rd</sup> Avenue, starting at 25<sup>th</sup> Street and ending at 22<sup>nd</sup> Street; and 23<sup>rd</sup> Street, beginning at 1<sup>st</sup> Avenue and ending at Spadina Crescent. This area is referred to as the Civic Precinct.

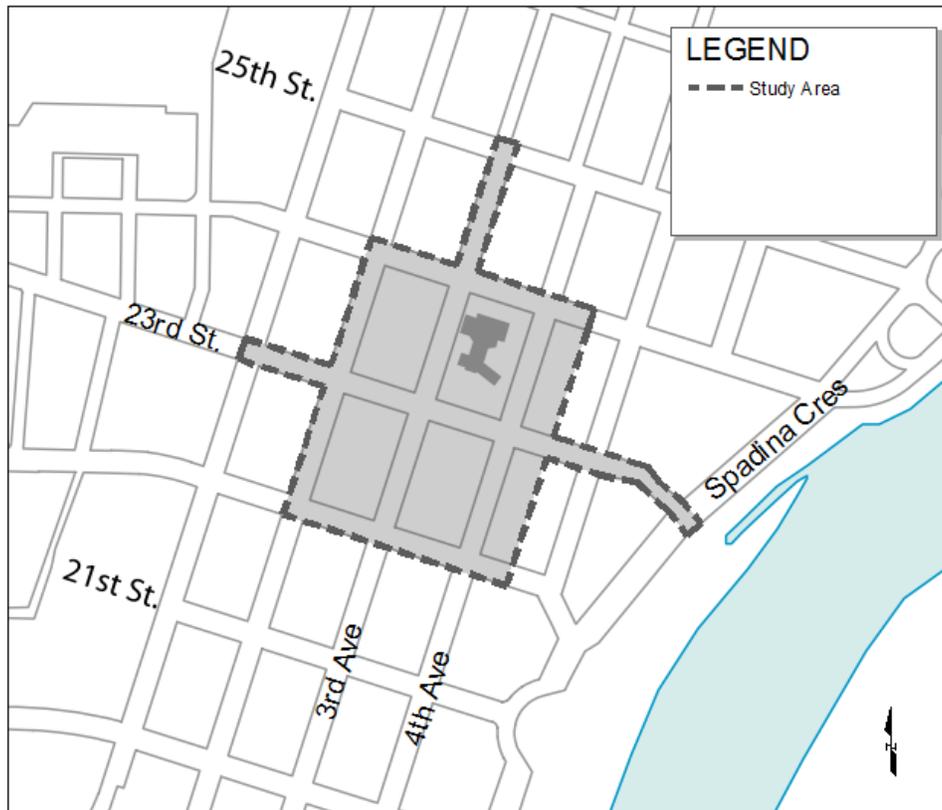


Figure 1: Civic Precinct Master Plan Study Area

#### 4. Proposed Scope of Work

The Plan will result in a priority list of phased improvement projects for the public realm within the Civic Precinct. Public realm projects will result in detailed design drawings for the streetscapes and public spaces that will advance the quality, character, and cohesiveness of the Civic Precinct through design elements, landscaping plans, suggested materials, and integration of various transportation modes. Recommendations for land use within the private realm will ensure nearby land uses, the built form, and private property maintenance and character support the public realm. The Plan will be comprised of one document that outlines the purpose of these projects and strategies, recommended phasing, capital cost details, implementation strategies, and potential funding sources.

##### Public Realm Projects

Three major public spaces have been identified for public realm projects: Civic Square, 23<sup>rd</sup> Street Greenway, and the future use of the current Transit Terminal. The study area also includes three major streetscape projects: 3<sup>rd</sup> Avenue, 4<sup>th</sup> Avenue, and 23<sup>rd</sup> Street; of those, 3<sup>rd</sup> Avenue and 23<sup>rd</sup> Street have been identified as the primary corridors in the study area.

### Private Realm Strategies

Public space does not exist in isolation. Surrounding land uses and buildings greatly impact the success of the adjacent public space. To address these impacts, the Plan will examine land uses for the private realm to ensure that the public space projects are successful. Recommendations may include preferred and specific land use types, building orientation, ground floor uses, densities, and architectural guidelines, etc. for buildings located or redeveloped in the Civic Precinct area.

For City-owned buildings and lots, the Plan may recommend that the City take a leadership role by offering land for specific projects to ensure the success of the Civic Precinct.

This scope of work is a preliminary guideline for the Plan and is subject to change once further input is received.

## 5. Key Stakeholders

Participation from key stakeholders and the general public will be an important part of the development of the Civic Precinct. Below is a preliminary list of potential stakeholders. Additional stakeholders may be identified and added to this list as the project proceeds.

- Civic staff, with special emphasis on library, transit, and City Hall
- Citizens who utilize City Hall to access services
- Province of Saskatchewan staff and management
- The Downtown BID Board
- Local and adjacent businesses or groups
- Local residents
- Library clientele
- Library Board
- Sturdy Stone clientele
- 3<sup>rd</sup> Avenue United Church
- Transit users
- Cycling groups
- Meewasin Valley Authority
- HMCS Unicorn
- Aboriginal groups
- Tourism Saskatoon
- Chamber of Commerce
- Saskatoon Business College/McKay Career Training Centre
- Heritage groups

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## Vacant Lot and Adaptive Reuse Incentive Program – Gardens as an Interim Use

### Recommendation

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

### Topic and Purpose

The purpose of this report is to amend the Vacant Lot and Adaptive Reuse (VLAR) Incentive Program to add incentives for gardens on vacant lots as an interim use.

### Report Highlights

1. The Administration has worked with community stakeholders to amend the Vacant Lot and Adaptive Reuse Program (VLAR) to help address food security in Saskatoon.
2. The Administration recommends the VLAR Program be amended to include incentives for garden plots on vacant land as an interim use.
3. The incentive will be in the form of a cash grant equal to 50% of the annual value of the municipal property taxes to a maximum of \$500 per year for residential properties, and \$1,200 per year for non-residential sites, for up to five years.
4. Non-profit organizations may have on-site sales of produce in residential areas in compliance with the garage sale provisions of the Zoning Bylaw No. 8770.
5. The establishment of a garden on a vacant lot will not affect the opportunity for future incentives under the VLAR Program when the lot becomes developed.
6. Communication with the stakeholder group will continue as a means to identify additional opportunities to support urban agriculture and local food.

### Strategic Goal

This report supports the City of Saskatoon's (City) Strategic Goals of Environmental Leadership and Sustainable Growth by encouraging the growth of more food in the City and by reinforcing Saskatoon's sense of community.

### Background

During its March 7, 2011 meeting, City Council approved the VLAR Incentive Program. The VLAR Incentive Program is designed to encourage infill development on chronically vacant sites and adaptive reuse of vacant buildings within Saskatoon's established neighbourhoods.

Saskatoon Regional Food System Assessment and Action Plan, (Food Strategy) was a joint effort with the City of Saskatoon, CHEP Good Food Inc., Saskatoon Health Region,

## Vacant Lot and Adaptive Reuse Incentive Program – Gardens as an Interim Use

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and the University of Saskatchewan. The goal of the Food Strategy was to determine ways to improve food self-reliance in Saskatoon. City Council endorsed the Food Strategy in March 2014. In November 2014, City Council received information about the implementation plan for the city-related strategies from the Food Strategy, which included an inventory of available land for food growers, increasing the number of community gardens, as well as supporting best practices for urban agriculture.

### **Report**

#### A First Step to Address Food Security

One method to address food security in Saskatoon is to increase the amount of food being grown in the City. Growing food in the urban environment increases local access to nutritious food, especially in areas that are lacking in grocery stores and are considered food deserts. By encouraging opportunities for urban gardening, we can contribute to a healthier society through increased self-sufficiency, vibrant communities, and a more sustainable environment.

The Administration has partnered with key stakeholders, including members of the Saskatoon Food Council, CHEP Good Food Inc., University of Saskatchewan, and the Saskatoon Food Bank & Learning Centre to examine opportunities in the VLAR Program that would encourage the use of gardens on vacant lands.

#### Proposed Gardening Incentives

To earn the vacant lot garden incentive, applicants must convert a minimum of 50% of a vacant lot into a garden, and maintain the site in a safe and orderly manner. The proposed amendments to the VLAR Program policy are outlined in Attachment 1. Additional benefits of the incentive include the added security of having someone regularly visit the vacant lot, as well as the aesthetic and property maintenance benefits of a maintained garden on an otherwise vacant lot.

#### Estimated Value of Incentives and Application Process

The Administration proposes that a property owner who converts their vacant land to a garden may be eligible for a cash grant equal to 50% of the annual value of the property taxes, for up to five years. It is estimated that this grant will average \$1,375 over a period of five years, or \$275 annually, based on current vacant land values in residential areas, and \$4,350 over five years, or \$870 annually for vacant commercial sites. The maximum values for the grants would be \$2,500 over five years for residential sites, and \$6,000 over five years for non-residential sites.

To receive the grant, applicants would apply to the program through an application form similar to the existing VLAR application. An initial site check would be completed by Neighbourhood Planning to ensure that the garden meets the criteria as set out in the Policy. If approved, the property owner would receive the grant at the end of the growing season. The applicant could then re-apply for the grant each year for up to five years.

#### On-Site Sale of Produce

## **Vacant Lot and Adaptive Reuse Incentive Program – Gardens as an Interim Use**

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Stakeholders have identified that the sale of locally grown produce is a key component of a successful Food Strategy. The proposed VLAR amendments will communicate that on-site sales of produce from residential sites is permitted by non-profit organizations up to four times a year, in compliance with the provisions applicable to garage and yard sales as contained in the Zoning Bylaw No. 8770. Off-site sales of produce grown in residential areas is permitted, while sales in non-residential areas is permitted both on-site and off-site.

These sites will be monitored to determine if there are any impacts on neighbouring properties. Initial site inspections will be conducted by Planning and Development Division staff to ensure that applicants meet the program criteria; sales regulations will be enforced by the Community Standards Division. Any concerns relating to property maintenance will continue to be enforced by the Saskatoon Fire Department.

### Gardens Will Not Affect Future VLAR Incentives

The Administration recommends that the use of a site as an urban garden will not affect the vacancy status of the property. The site will continue to be considered vacant and eligible for a future VLAR incentive, provided it meets all other vacancy requirements at time of application.

### Program Effectiveness and Additional Urban Agriculture Opportunities

The incentive program will be monitored and communication with the stakeholder group will continue in order to observe the effectiveness of the program. Efforts will also be made to identify additional opportunities to support urban agriculture and local food. Staff will continue to maintain a dialogue and work with this group to further increase the availability of local food in Saskatoon. The Planning and Development Division will report back on the effectiveness of the program.

### **Options to the Recommendation**

City Council may request that the proposed policy amendments be approved without on-site residential sales by non-profit groups.

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

The Administration has worked closely with members from the Saskatoon Food Council, CHEP Good Food Inc., University of Saskatchewan, and the Saskatoon Food Bank & Learning Centre to ensure the incentive program would be appropriate and relevant to those who would utilize the program.

### **Communication Plan**

If approved, work would begin on a frequently asked questions guide that would be provided to interested individuals. Neighbourhood Planning will also work with Marketing and Communications to update existing marketing materials to reflect the new incentives, as well as identify additional ways to promote all of the VLAR incentives.

### **Policy Implications**

There are no further policy amendments required beyond those outlined in this report.

## Vacant Lot and Adaptive Reuse Incentive Program – Gardens as an Interim Use

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### Financial Implications

Funds for the cash grant offered under this program will be provided from the VLAR Reserve. However, since there is no increase in taxes with the development of a garden on a vacant lot, there are no incremental taxes to redirect back into the reserve.

Although there are approximately 400 vacant lots on the Vacant Lot Inventory, indicating that there is significant opportunity for gardens in the City's established neighbourhoods, it is anticipated that applications to the program will be low the first year. It is estimated that there might be three applications to the program in the first year, and ten applications to the program in following years. The projected impact to the reserve would be approximately \$2,000 - \$6,000 annually. The current balance of the reserve that is not committed to other VLAR projects is \$442,486, and the VLAR Reserve receives \$30,000 per year to fund incentives and will be sufficient to fund this new incentive.

Additional implications include possible increased inspection and enforcement costs associated with monitoring the gardens to ensure they are following the policy.

### Other Considerations/Implications

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

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

Planning and Development Division will report back in 2019 on the findings of the first three years of the program, including any impact on neighbourhoods where on-site sales of produce are permitted.

### Public Notice

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

### Attachment

1. Proposed Amendments to Vacant Lot and Adaptive Reuse Incentive Program

### Report Approval

Written by: Ellen Pearson, Planner, Neighbourhood Planning Section  
Reviewed by: Alan Wallace, Director of Planning and Development  
Approved by: Randy Grauer, General Manager, Community Services Department

S:/Reports/2016/PD/Vacant Lot and Adaptive Reuse Incentive Program – Gardens as an Interim Use/gs

## **Proposed Amendments to the Vacant Lot and Adaptive Reuse Incentive Program**

Amendments are proposed for the Vacant Lot and Adaptive Reuse (VLAR) Policy No. C09-035 to provide incentives for gardens on vacant lots as an interim use. The proposed Amendments are outlined below.

### **A. Proposed Amendments to VLAR Policy No. C09-035**

#### **1. Section 4.7: Gardens as Interim Use Incentive**

- (a) All vacant land within the VLAR boundary is eligible for this incentive, excluding AG districts. The 48 month vacancy requirement will be waived for interim garden use.
- (b) The incentive is an annual grant for the property owner equal to 50% of municipal land tax, for up to five years.
- (c) A written agreement is required between the property owner and gardener(s) if they are not one and the same. A sample agreement can be supplied upon request.
- (d) A vacant lot with an interim garden will continue to be considered vacant under this Policy. A garden use will not affect the eligibility for future VLAR incentives.
- (e) The property would be eligible for the garden incentive one time, for a period of up to five years, and the grant would be provided after the first year that the garden was productive.
- (f) The grant would be offered annually, for up to five years, providing that the garden remain productive during that time and that the owner provide a copy of the annual agreement. The City will conduct site visits to ensure compliance.
- (g) A building permit could be issued, if development occurred on the site prior to the end of five years, but construction could not start until the completion of the current growing season (April 1 – October 15).
- (h) Garden projects approved for a cash grant shall not exceed the following amounts:
  - i. Residential Sites: \$2,500 (\$500 annually)
  - ii. Commercial, Industrial, Mixed Use, or Other Sites: \$6,000 (\$1,200 annually)

#### **2. Section 4.8: Approval**

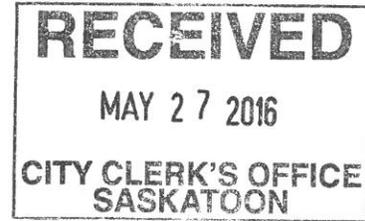
The existing section 4.7 will become 4.8

#### **3. Appendix D – Criteria for Gardens on Vacant Lots**

- (a) Any vacant lot within the VLAR boundary is eligible for incentives, although vacant lots within agricultural (AG) districts are excluded.

- (b) To be eligible for the incentive, a minimum of 50% of the lot, or 100m<sup>2</sup>, whichever is smaller, must be used as garden space.
- (c) Trees on the site are not permitted to be cut down or pruned beyond a reasonable level.
- (d) The garden must be maintained in a safe and orderly manner, and all noxious weeds must be controlled.
- (e) The garden must not generate odour, dust, drainage impacts, or noise that may impact neighbouring properties or the right of way.
- (f) Accessory buildings greater than 10m<sup>2</sup> in total are not permitted on the site of a garden in a residential area. Compost bins, low hoop houses, and one garden shed (less than 10m<sup>2</sup>) are permitted. Any temporary structures such as low hoop houses or cold frames, which are used for the extension of the growing season, will not be considered accessory buildings provided they are less than 1.5m in height.
- (g) Any temporary structures on non-residential sites, such as hoop houses or greenhouses, will be considered accessory buildings if they are larger than 10m<sup>2</sup>. These accessory buildings may require seasonal building permits.
- (h) Compost must only consist of plant-based material, and compost bins must not cause any odour or visual impact.
- (i) Property owners are responsible to ensure that the land is suitable for gardening. Contaminated sites are not to be used for gardens, unless raised beds with clean soil are used.
- (j) If the produce is to be sold or donated, the gardener(s) must abide by all health and safety regulations.
- (k) Sales of garden produce are only permitted on-site from residential districts if they are sold by non-profit organizations in accordance with garage sale regulations. On-site sales are permitted in all non-residential districts.

**From:** Gord Enns <saskatoon.foodcouncil@usask.ca> on behalf of Gord Enns <saskatoon.foodcouncil@usask.ca>  
**Sent:** May 27, 2016 3:35 PM  
**To:** City Council  
**Subject:** Form submission from: Write a Letter to Council



Submitted on Friday, May 27, 2016 - 15:34  
Submitted by anonymous user: 128.233.8.109  
Submitted values are:

Date: Friday, May 27, 2016  
To: His Worship the Mayor and Members of City Council  
First Name: Gord  
Last Name: Enns  
Address: 425-221 Cumberland Ave  
City: Saskatoon  
Province: Saskatchewan  
Postal Code: S7N 1M3  
Email: saskatoon.foodcouncil@usask.ca

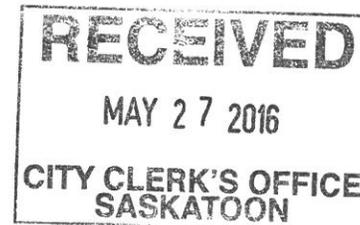
**Comments:**

Dear Planning Development and Community Services Committee,  
This is a request to speak to the regularly scheduled committee meeting on Monday May 30 regarding the Vacant Lot and Adaptive Reuse agenda item 7.2.6  
I will be speaking on behalf of the Saskatoon Food Council that has organized input into the process leading to this proposed amendment. Other representatives include Jared Regier- Urban Farmer and Grant Wood - Univ of Saskatchewan professor of Plant Sciences. You will or have received a second submission from Gord Androsoff of CHEP, requesting to speak and including Michael Molaro -Green Roof Specialist and Brit MacDonald of the Saskatoon Food Bank and Learning Centre. We will speak in favour of the amendment and request two blocks of 5 minutes. Order of speaking is Gord Enns, Jared Regier, Grant Wood, Gord Androsoff, Michael Molaro and Brit MacDonald.  
Thanks.

Gord Enns  
Executive Director - Saskatoon Food Council  
306 221-9942

The results of this submission may be viewed at:  
<https://www.saskatoon.ca/node/398/submission/97775>

**From:** Gord Androsoff <gord@chep.org>  
**Sent:** May 27, 2016 2:11 PM  
**To:** City Council  
**Subject:** Form submission from: Write a Letter to Council



Submitted on Friday, May 27, 2016 - 14:11  
Submitted by anonymous user: 142.165.167.37  
Submitted values are:

Date: Friday, May 27, 2016  
To: His Worship the Mayor and Members of City Council  
First Name: Gord  
Last Name: Androsoff  
Address: 1120 20th Street West  
City: Saskatoon  
Province: Saskatchewan  
Postal Code: S7M0Y8  
Email: gord@chep.org  
Comments:

Myself and two other parties wish to speak to the recommendation for a 'vacant lot and adaptive reuse incentive program' before the Standing Policy Committee on Planning, Development and Community Services.

I will speak on behalf of CHEP Good Food, Ray Penner/Michael Molaro will represent Green Roof professionals in Saskatoon and Brit MacDonald will speak on behalf of the Saskatoon Food Bank and Learning Centre.

The results of this submission may be viewed at:  
<https://www.saskatoon.ca/node/398/submission/97757>

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## Redevelopment of the South Caswell Transit Facility Site

### Recommendation

That the report of the General Manager, Community Services Department, dated May 30, 2016, be forwarded to City Council for information.

### Topic and Purpose

This report provides an update on the redevelopment plans for the South Caswell Transit Facility site.

### Report Highlights

1. An Expression of Interest (EOI) has demonstrated there is interest in the South Caswell area from the development community in Saskatoon.
2. There are considerable site preparation costs associated with the area development project. At the same time, there are significant opportunities and community expectations associated with redevelopment.
3. Next steps in the process include community engagement in a renewed concept plan process, preparation of detailed site improvement plans and funding sources, and a plan for the marketing and sale of the land. Alternate procurement methods will be explored.

### Strategic Goals

This report and recommendation support the strategic goals of Asset and Financial Sustainability, Environmental Stewardship, and Sustainable Growth.

### Background

In 2010, City Council endorsed a redevelopment Concept Plan for the South Caswell area. Please refer to Attachment 1.

In 2014, new information regarding environmental conditions of the site and the condition of existing buildings led the Planning and Development Division to re-engage with the Caswell Hill community and South Caswell stakeholders to amend the 2010 Concept Plan. This process continues.

In October 2015, an EOI was issued in order to gain a better understanding of the development interest in this area and the expected level of public investment that may be required to support redevelopment.

In January 2017, Saskatoon Transit will be relocating to the new Civic Operations Centre (COC).

## Redevelopment of the South Caswell Transit Facility Site

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### **Report**

#### The EOI Process

The EOI process attracted four submissions. The EOI demonstrated that there is interest in this area from the development community in Saskatoon. In general, the submissions proposed to redevelop the area in a mixed-use format with residential, commercial, community, open space, and employment uses.

The EOI process highlighted the need for public funding to facilitate the redevelopment of the current transit facility site. There are considerable site preparation costs associated with the area, which will require public investment to make this a successful infill project. The EOI process also helped to identify multiple procurement options.

#### Site Preparation Costs

The Administration has estimated the site preparation costs needed to bring the property to a developable standard. These costs include:

- a) detailed phase II environmental site assessment (ESA) to refine the scope of required decontamination efforts;
- b) decontamination of all sites to a standard consistent with eventual land use;
- c) deconstruction of buildings not considered viable for re-use (including recycling of materials where possible); and
- d) infrastructure upgrades, where required, such as water and sewer mains, roadway and sidewalk improvements, and park/public realm improvements.

Based on a very preliminary estimate of the known site preparation costs and the potential revenues from land sales, there is an estimated funding gap in the range of \$2 million to \$4 million. This estimate may also vary, depending on the eventual method of procurement.

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

The Caswell Hill Community Association and a group of South Caswell stakeholders have been assisting with the South Caswell Concept Plan and the EOI process; this engagement will continue.

### **Financial Implications**

There are no immediate financial implications as a result of this report. Detailed action plans and funding sources will be identified in future reports.

### **Environmental Implications**

When the redevelopment of South Caswell proceeds, the land will be remediated to an appropriate standard. Furthermore, any demolition of existing structures will strive to reuse as much of the material as possible to minimize use of the City's landfill.

## Redevelopment of the South Caswell Transit Facility Site

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### **Other Considerations/Implications**

There are no options, policy, privacy, or CPTED implications or considerations at this time.

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

The proponents from the EOI process have received thank-you letters indicating the City will not be proceeding with any proposals at this time. The City will need time to revise and adopt the new South Caswell Concept Plan and obtain funding to address the preparation costs. Preparation costs may vary depending on how the land is eventually procured.

The Planning and Development Division will continue to work with the Caswell Hill community and South Caswell stakeholders to finalize the redevelopment concept plan. This will be brought to Committee and City Council in due course.

The Administration must also address site security and safety issues once the Transit operation moves to the COC in early 2017. The issue of site security and safety will be the subject of a further report to Committee, once all options have been explored.

### **Public Notice**

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

### **Attachment**

1. Adopted 2010 Redevelopment Concept for South Caswell Hill

### **Report Approval**

Written and

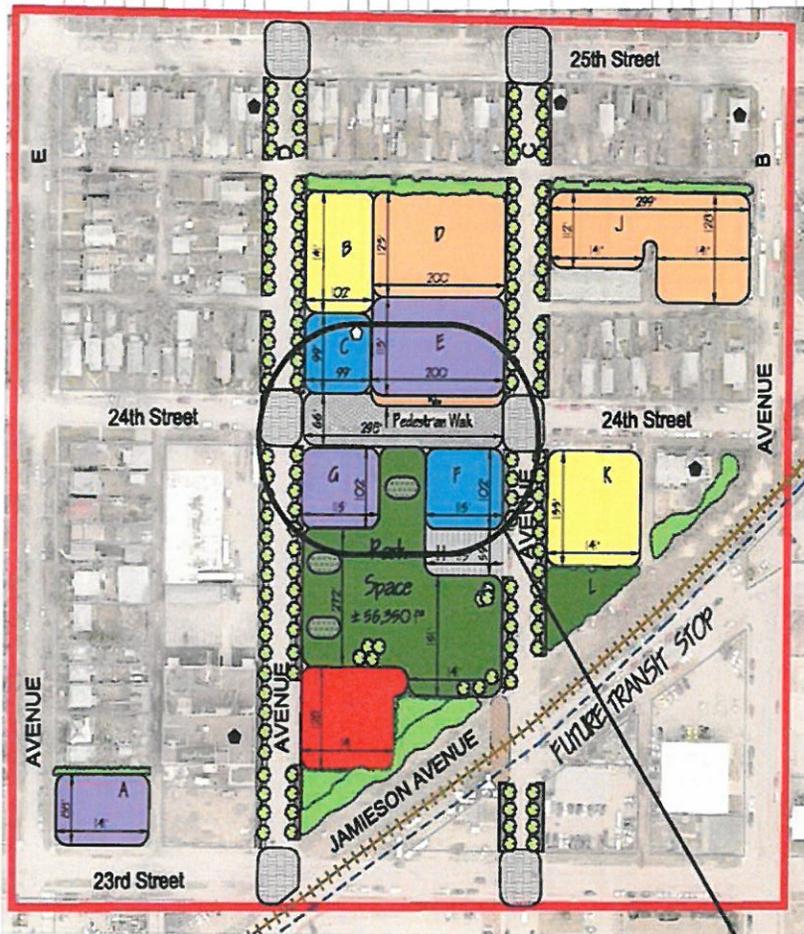
Reviewed by: Alan Wallace, Director of Planning and Development

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

S/Reports/2016/PD/PDCS – Redevelopment of the South Caswell Transit Facility Site/ks

Adopted 2010 Redevelopment Concept for South Caswell Hill

South Caswell Concept Plan

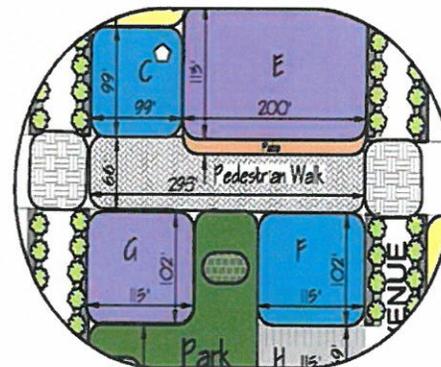


Scale: NTS



Legend

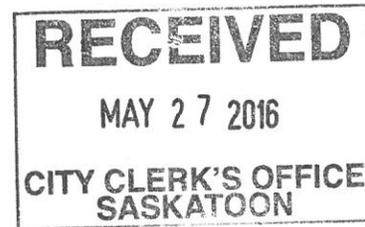
- |   |   |
|---|---|
| A. Mixed Use<br>- ± 12,000 f <sup>2</sup>   | Pedestrian Crossing                       |
| B. Townhouses<br>- ± 15,500 f <sup>2</sup>  | Green Buffer                              |
| C. Adaptive Re-Use including Community Space<br>- ± 9,500 f <sup>2</sup><br>- Potential Heritage Building | Park Space                                |
| D. Medium Density Residential<br>- ± 26,000 f <sup>2</sup>  | Existing Commercial                       |
| E. Mixed-Use<br>- ± 24,000 f <sup>2</sup>   | Adaptive Re-Use including Community Space |
| F. Adaptive Re-Use including Community Space<br>- ± 22,000 f <sup>2</sup>                                 | Town Houses                               |
| G. Mixed-Use<br>- ± 11,400 f <sup>2</sup>   | Mixed Use                                 |
| H. Public Parking<br>- 28 Stalls  | Medium Density Housing                    |
| I. Existing Commercial<br>- ± 18,000 f <sup>2</sup>   | Parking                                   |
| J. Medium Density Residential<br>- ± 33,000 f <sup>2</sup>  | Sidewalk                                  |
| K. Town Houses<br>- ± 20,000 f <sup>2</sup>   | Intersection Improvement                  |
| L. Park<br>- ± 8,000 f <sup>2</sup>   | Pedestrian Walkway                        |
|   | Hard-surfaced Park Area                   |
|   | Proposed Heritage Site                    |
|   | Existing Heritage Site                    |
|   | Railway Tracks                            |
|   | Rails with Trails                         |
|   | Study Area                                |



Detail  
"Community Focal Point"

4110-43  
X 600-27

**From:** Charles Olfert <Charles.olfert@AODBT.com>  
**Sent:** May 27, 2016 3:19 PM  
**To:** City Council  
**Subject:** Form submission from: Write a Letter to Council



Submitted on Friday, May 27, 2016 - 15:18  
Submitted by anonymous user: 174.2.95.229  
Submitted values are:

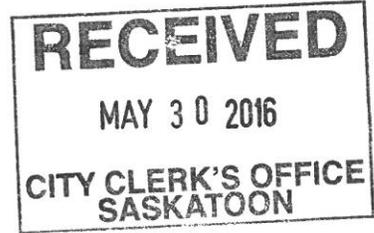
Date: Friday, May 27, 2016  
To: His Worship the Mayor and Members of City Council  
First Name: Charles  
Last Name: Olfert  
Address: 3131 Calder Place  
City: Saskatoon  
Province: Saskatchewan  
Postal Code: S7J 4W8  
Email: Charles.olfert@AODBT.com

Comments: I am writing to request the opportunity to speak to his Worship the Mayor and Members of City Council about Item 7.2.7 Redevelopment of the South Caswell Transit Facility Site during the Monday, May 30th meeting of the Planning, Development and Community Services Committee.

The results of this submission may be viewed at:  
<https://www.saskatoon.ca/node/398/submission/97767>

4110-43  
x 600-27

**From:** Ness, Deirdra - Caswell Hill Community Association (External)  
**Sent:** May 29, 2016 11:48 PM  
**To:** City Council  
**Subject:** Form submission from: Write a Letter to Council



Submitted on Sunday, May 29, 2016 - 23:48  
Submitted by anonymous user: 207.47.220.199  
Submitted values are:

Date: Sunday, May 29, 2016  
To: His Worship the Mayor and Members of City Council  
First Name: deirdra  
Last Name: ness  
Address: 150 Dore Cr  
City: Saskatoon  
Province: Saskatchewan  
Postal Code: S7K 4X7  
Email: dness@sasktel.net

Comments: On behalf of the Caswell Hill Community Association, I would like to speak at the Planning, Development and Community Services Committee on Monday, May 30 regarding: Redevelopment of the South Caswell Transit Facility Site [File No. CK. 4110-43, x 600-27 and PL. 4110-19-11]

The results of this submission may be viewed at:  
<https://www.saskatoon.ca/node/398/submission/98028>

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## Amended Schedule and Budget for the Development of the Saskatoon North Partnership for Growth Regional Plan

### Recommendation

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

1. That the new completion date of April 2017 and the fee adjustment outlined in Attachment 1 for the development of the Saskatoon North Partnership for Growth Regional Plan be endorsed;
2. That, subject to endorsement of Attachment 1 by all Saskatoon North Partnership for Growth partner municipalities, the City Solicitor be requested to prepare the required amending agreement with O2 Planning + Design Inc. on behalf of the Saskatoon North Partnership for Growth partner municipalities; and
3. That His Worship the Mayor and the City Clerk be authorised to execute the amending agreement as prepared by the City Solicitor, under the Corporate Seal.

### Topic and Purpose

The purpose of this report is to request endorsement for the new completion date of April 2017 for the development of the Saskatoon North Partnership for Growth Regional Plan, as well as the fee adjustment outlined in Attachment 1 of this report. The City of Saskatoon is also requested to prepare and execute the amending agreement with O2 Planning + Design Inc. for the fee adjustment on behalf of the Saskatoon North Partnership for Growth partner municipalities.

### Report Highlights

1. On April 28, 2016, the Regional Oversight Committee (ROC) of the Saskatoon North Partnership for Growth (P4G) approved the report titled “Amended Schedule and Budget for the Development of the Saskatoon North Partnership for Growth (P4G) Regional Plan.”
2. The revised completion date for the P4G Regional Plan is April 2017.
3. Funding for the P4G Regional Plan is \$183,050 (\$72,000 in consultant fees and \$111,050 for the dedicated project manager) for 2017. The City of Saskatoon’s (City) portion of this funding is \$62,000.

### Strategic Goal

Under the City’s Strategic Goal of Sustainable Growth, this report supports the strategy to plan collaboratively with regional partners and stakeholders.

### Background

At its April 24, 2014 meeting, the ROC endorsed the P4G Foundational Documents. These documents included a budget of \$986,000 for the preparation of a Regional Plan,

## **Amended Schedule and Budget for the Development of the Saskatoon North Partnership for Growth Regional Plan**

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which consisted of funding for a consultant, as well as a dedicated project manager to June 2016. City Council endorsed the Foundational Documents on June 23, 2014.

At its October 2, 2014 meeting, the ROC endorsed the recommendation to award the contract for the development of the P4G Regional Plan to O2 Planning + Design Inc. in the amount of \$649,902 (excluding GST) with a completion date of June 2016. The Consulting Services Agreement between O2 Planning + Design Inc. and the City, on behalf of the P4G partners, is dated October 27, 2014.

The partner municipalities provided funding through their own budget approval processes for the extension of the dedicated project manager from July 2016 to December 2016. The total additional funding required for July to December 2016 for the dedicated project manager is \$54,102. The City's portion is \$19,000.

### **Report**

At its April 28, 2016 meeting, the ROC approved the report titled "Amended Schedule and Budget for the Development of the Saskatoon North Partnership for Growth (P4G) Regional Plan" (see Attachment 1). The report recommended the following:

- “1. That the Regional Oversight Committee (ROC) approve a completion date of April 2017 for the development of the Saskatoon North Partnership for Growth (P4G) Regional Plan; and,
2. That the ROC approve the proposed fee adjustment outlined in Appendices I and II for the development of the Saskatoon North Partnership for Growth (P4G) Regional Plan; and,
3. That a copy of this report be forwarded to the Cities of Warman, Martensville and Saskatoon, the Town of Osler, and the RM of Corman Park for endorsement; and,
4. Subject to endorsement of this report by all partner municipalities, that the City of Saskatoon be requested to prepare an amending agreement, on behalf of the P4G partner municipalities, with O2 Planning + Design Inc. for the fee adjustment as outlined in Appendix II; and,
5. That the P4G Regional Plan website, [www.partnershipforgrowth.ca](http://www.partnershipforgrowth.ca), and all other public materials going forward be updated to reflect the amended schedule and budget.”

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

An open house and online engagement was held in June 2014 to introduce the P4G Regional Plan project to the public. A second open house and online engagement was held in February/March 2016 to introduce a draft land use map and draft land use

## **Amended Schedule and Budget for the Development of the Saskatoon North Partnership for Growth Regional Plan**

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categories to the public. Additional public engagement is planned with dates to be determined.

### **Communication Plan**

A communication strategy was developed early in the P4G Regional Plan project to ensure clear and continuous communication with the region's residents and stakeholders.

### **Financial Implications**

Additional funding in the amount of \$183,050, including additional consultant fees and funding for the extension of the dedicated project manager to the end of 2017, is required as follows:

- an additional \$72,000 in consultant fees; and
- an additional \$111,050 for a dedicated project manager for 2017.

The additional funds will be contributed by the partner municipalities in 2017. The City's portion of the 2017 funding is \$62,000. The funding source is the Reserve for Capital Expenditures.

### **Other Considerations/Implications**

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

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

The revised completion date for the P4G Regional Plan is April 2017.

### **Public Notice**

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

### **Attachment**

1. Regional Oversight Committee Report: Amended Schedule and Budget for the Development of the Saskatoon North Partnership for Growth (P4G) Regional Plan.

### **Report Approval**

Written by: Christine Gutmann, P4G Regional Plan Project Manager, Planning and Development  
Reviewed by: Alan Wallace, Director of Planning and Development  
Approved by: Randy Grauer, General Manager, Community Services Department  
Murray Totland, City Manager

S/Reports/2016/PD/PDCS – Amended Schedule and Budget for the Development of the Saskatoon North Partnership for Growth Regional Plan/lc



**REPORT**  
Regional Oversight Committee

**REPORT TITLE: AMENDED SCHEDULE AND BUDGET FOR THE DEVELOPMENT OF THE SASKATOON NORTH PARTNERSHIP FOR GROWTH (P4G) REGIONAL PLAN**

**MEETING DATE: APRIL 28, 2016**

### RECOMMENDATIONS

1. That the Regional Oversight Committee (ROC) approve a completion date of April 2017 for the development of the Saskatoon North Partnership for Growth (P4G) Regional Plan; and,
2. That the ROC approve the proposed fee adjustment outlined in Appendices I and II for the development of the Saskatoon North Partnership for Growth (P4G) Regional Plan; and,
3. That a copy of this report be forward to the Cities of Warman, Martensville and Saskatoon, the Town of Osler and the RM of Corman Park for endorsement; and,
4. Subject to endorsement of this report by all partner municipalities, that the City of Saskatoon be requested to prepare an amending agreement, on behalf of the P4G partner municipalities, with O2 Planning + Design Inc. for the fee adjustment as outlined in Appendix II; and,
5. That the P4G Regional Plan website, [www.partnershipforgrowth.ca](http://www.partnershipforgrowth.ca), and all other public materials going forward be updated to reflect the amended schedule and budget.

### REPORT HIGHLIGHTS

- On October 2, 2014, the ROC endorsed awarding the contract for the development of the P4G Regional Plan to O2 Planning + Design Inc. in the amount of \$649,902.00 with a scheduled end date of June 2016.
- At its March 15, 2016 meeting, the ROC passed a recommendation that the schedule for the P4G Regional Plan project be amended for a completion date in the first quarter of 2017. The ROC also passed a recommendation for the preparation of a fee adjustment for the P4G Regional Plan project to reflect the new completion date. The fee adjustment details are provided in Appendices I and II.

April 28, 2016

## **AMENDED SCHEDULE AND BUDGET FOR THE DEVELOPMENT OF THE SASKATOON NORTH PARTNERSHIP FOR GROWTH (P4G) REGIONAL PLAN**

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- The proposed completion date for the P4G Regional Plan is April 2017.
- The proposed fee adjustment is \$183,050 which consists of an additional \$72,000 in consultant fees and an additional \$111,050 for a dedicated project manager for 2017.

### **DISCUSSION**

#### **1. Background**

At its April 24, 2014 meeting, the Regional Oversight Committee (ROC) endorsed the P4G Foundational Documents. These documents included a budget of \$986,000 for the preparation of a Regional Plan, which consisted of funding for a consultant as well as a dedicated project manager to June 2016.

At its October 2, 2014 meeting, the ROC endorsed the recommendation to award the contract for the development of the P4G Regional Plan to O2 Planning + Design Inc. in the amount of \$649,902.00 (excluding GST) with a completion date of June 2016. The Consulting Services Agreement between O2 Planning + Design Inc, and the City of Saskatoon, on behalf of the P4G Partners, is dated the 27<sup>th</sup> of October, 2014.

The partner municipalities provided funding through their own budget approvals processes for the extension of the dedicated project manager from July 2016 to December 2016. The total additional funding required for July to December 2016 for the dedicated project manager was \$54,102.

#### **2. Proposed Schedule and Fee Adjustments**

At its March 15, 2016 meeting, the ROC passed a recommendation that the scheduled completion date for the P4G Regional Plan project be extended to the first quarter of 2017 and that a fee adjustment be prepared to reflect this new completion date.

The proposed completion date for the P4G Regional Plan project is April 2017.

The proposed fee adjustment for the P4G Regional Plan, including additional consultant fees and extension of the dedicated project manager to the end of 2017 is as follows:

- an additional \$72,000 in consultant fees; and,
- an additional \$111,050 for a dedicated project manager for 2017.

Details about the proposed fee adjustment, including the breakdown per municipality, are attached in Appendix I. The additional funds will be contributed by the partner municipalities in 2017.

An additional \$72,000 has been requested for the consultant fees. The proposed fee adjustment submitted by O2 Planning + Design Inc, as outlined in Appendix II is \$106,380. \$36,098 has been accounted for because of funds which were provided through the Foundational Documents allocations as follows:

- The Foundational Documents approved \$686,000 in consultant fees for the Regional Plan project.

April 28, 2016

## **AMENDED SCHEDULE AND BUDGET FOR THE DEVELOPMENT OF THE SASKATOON NORTH PARTNERSHIP FOR GROWTH (P4G) REGIONAL PLAN**

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- O2 Planning + Design Inc's original contract was in the amount of \$649,902.
- This leaves a difference of \$36,098.
- The proposed consultant fee adjustment of \$106,380 minus the total available through the existing funding provided through the Foundational Documents allocations (\$36,098) equates to a total of \$70,282 required funding.

More details on these calculations has been provided for in Appendix I.

### **3. Next Steps**

Following approval by the ROC, a copy of this report will be forwarded to the partner municipalities for endorsement.

Following endorsement by the partner municipalities, the City of Saskatoon will be requested to prepare and execute an amending agreement with O2 Planning + Design Inc. for a fee adjustment as outlined in Appendix II.

The P4G Regional Plan project website and all other public materials will be updated to reflect the amended schedule and budget.

### **FINANCIAL IMPLICATIONS**

This report recommends amending the contract with O2 Planning + Design Inc to reflect the proposed fee adjustment of \$106,380. A total of \$72,000 is requested to cover the additional consultant fees because of funds which are available through the Foundational Documents allocations.

In addition, this report recommends an additional \$111,050 for a dedicated project manager for 2017.

Details about the proposed fee adjustment are attached in Appendices I and II.

Respectfully Submitted,



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Christine Gutmann, MCIP  
Project Manager, P4G Regional Plan  
Saskatoon North Partnership for Growth

*Please forward any questions regarding this report to Christine Gutmann, Project Manager, P4G Regional Plan at [Christine.Gutmann@saskatoon.ca](mailto:Christine.Gutmann@saskatoon.ca) or by phone at (306) 986-9734.*

## REGIONAL PLAN PROJECT COSTS AND FUNDING APPROVED THROUGH FOUNDATIONAL DOCUMENTS (2014)

### PROJECT COSTS

#### Regional Plan Project Costs – June 2014 to June 2016 – Approved through Foundational Documents

The following table presents the costs for the P4G Regional Plan, which includes the costs for an external consultant and a dedicated project manager. The costs do not include any in-kind costs contributed by the P4G or the participating municipalities.

*Project Budget endorsed as part of Foundational Documents*

ITEM	ESTIMATED TOTAL PROJECT COST
Consultant for the Development of the Regional Plan	\$686,000
Dedicated Project Manager	\$240,000
<b>TOTAL</b>	<b>\$926,000</b>

Costs to not include any in-kind costs contributed by P4G or the participating municipalities.

In October 2014, the ROC awarded the contract of the Regional Plan project to O2 Planning and Design Inc. to complete the Regional Plan for the amount of \$649,902.

### PROJECT FUNDING

#### Regional Plan Project Funding – June 2014 to June 2016 – Approved through Foundational Documents

The following table presents the breakdown of the funding for the Regional Plan which was approved through the Foundational Documents in 2014. The funding does not include any in-kind costs contributed by the P4G or the participating municipalities.

MUNICIPALITY	2014 FUNDING CONTRIBUTION	2015 FUNDING CONTRIBUTION	2016 FUNDING CONTRIBUTION	TOTAL
Saskatoon	\$206,000	\$60,000	\$30,000	<b>\$296,000</b>
Corman Park	\$100,000	\$50,000	\$50,000	<b>\$200,000</b>
Warman	\$50,000	\$75,000	\$75,000	<b>\$200,000</b>
Martensville	\$50,000	\$75,000	\$75,000	<b>\$200,000</b>
Osler	\$10,000	\$10,000	\$10,000	<b>\$30,000</b>
<b>TOTAL</b>	<b>\$416,000</b>	<b>\$270,000</b>	<b>\$240,000</b>	<b>\$926,000</b>

In addition to the allocated funding through the Foundational Documents, the partner municipalities provided funding through their own budget approvals processes for the extension of the dedicated project manager from July 2016 to December 2016. The total additional funding required for July to December 2016 for the dedicated project manager was \$54,102. The breakdown per municipality is as follows:

<b>Municipality</b>	<b>Dedicated Project Manager (July to December 2016)</b>
Saskatoon	\$19,000
Corman Park	\$11,034
Warman	\$11,034
Martensville	\$11,034
Osler	\$2,000
<b>TOTAL</b>	<b>\$54,102*</b>

\*Based on calculations provided by the City of Saskatoon

## **REGIONAL PLAN PROJECT COSTS AND FUNDING - ADDITIONAL**

### **PROJECT COSTS**

#### *Consultant Fees*

Due to the proposed amended schedule and additional meetings required for the Regional Plan project, O2 Planning + Design Inc. has presented a fee adjustment in the amount of \$106,380.00. Details of the fee adjustment are presented in Appendix II.

#### *Dedicated Project Manager*

It is recommended that the position of dedicated project manager be extended to the end of 2017. Based on calculations provided by the City of Saskatoon, it is anticipated that the additional costs for the dedicated project manager for 2017 will be approximately \$111,050.

### **PROJECT FUNDING**

#### **Regional Plan Project Funding – Additional**

The following table presents the proposed breakdown per municipality of the additional funding required for the Regional Plan. The funding does not include any in-kind costs contributed by the P4G or the participating municipalities.

<b>Municipality</b>	<b>Consultant Fees</b>	<b>Dedicated Project Manager (2017)</b>	<b>TOTAL ADDITIONAL FUNDING</b>
Saskatoon	\$25,000	\$37,000	<b>\$62,000</b>
Corman Park	\$15,000	\$23,350	<b>\$38,350</b>
Warman	\$15,000	\$23,350	<b>\$38,350</b>
Martensville	\$15,000	\$23,350	<b>\$38,350</b>
Osler	\$2,000	\$4,000	<b>\$6,000</b>
<b>TOTAL</b>	<b>\$72,000*</b>	<b>\$111,050**</b>	<b>\$183,050</b>

\*Total amount includes reduction for the funds which were accounted for as part of the Foundational Documents. (\$106,380 - \$ 36,098 = \$70,282)

\*\*Based on calculations provided by the City of Saskatoon

\$36,098 has been accounted for under the proposed funding scheme for the additional consultant fees because of funds which were allocated through the Foundational Documents as follows:

- The Foundational Documents approved \$686,000 in consultant fees for the Regional Plan project.
- O2 Planning + Design Inc's original contract was in the amount of \$649,902.
- This leaves a difference of \$36,098.
- The proposed consultant fee adjustment of \$106,380 minus the total available through the existing funding provided through the Foundational Documents allocations (\$36,098) equates to a total of \$70,282 required funding.

April 20, 2016

Christine Gutmann  
Saskatoon North Partnership for Growth  
222 - 3rd Avenue North  
2nd Floor - City Hall  
Saskatoon, SK S7K 0J5

**Subject: Saskatoon North Partnership for Growth Regional Plan Fee Adjustment**

Dear Ms. Gutmann:

Please find attached an adjusted budget estimate for the change in scope for the Saskatoon North Partnership for Growth Regional Plan to reflect an extension of the project to the first quarter of 2017.

**Description of Scope and Fee Changes**

The tables attached provides estimates of the changes in staff time and disbursements required to complete the expanded tasks, including descriptions of the proposed changes and estimated cost. Note that these estimates are based on a blended rate of \$130/hour, or \$1,040/day for all staff time.

By phase, these adjustment include the following:

PHASE	ADDITIONAL STAFF TIME	ADDITIONAL FEE
Project Management	20 days	\$20,800.00
Phase 2	54 days	\$56,160.00
Phase 3	8 days	\$8,320.00
Disbursements		\$21,100.00
<b>TOTAL (excl. GST)</b>	<b>82 days</b>	<b>\$106,380.00</b>

These budget changes would be subject to the conditions identified in the Project Charter and contract. Any changes to these conditions will be provided in a separate document.

Please do not hesitate to contact me for more information about these proposed changes, and we are more than willing to adjust this estimate to better address your needs.

Sincerely,



Douglas Olson  
President and Principal-in-Charge,  
O2 Planning + Design, Inc.

Phone: (403) 228-1336  
Email: douglas@o2design.com

**Table 1: Detailed Budget Adjustments (Labour)**

Budget Item	Additional Work	Initial Budget	Additional Staff Time	Additional Budget
<b>Project Management</b>				
<b>PM1 Project Management</b>	Additional project management oversight will be required for the extended project period.	\$20,600.00	8 days	\$8,320.00
<b>PM2 Regular Project Meetings</b>	The project team will attend (remotely or in person) additional monthly PAC meetings, 6 additional ROC meetings, and regular weekly meetings with the P4G project manager.	\$18,800.00	12 days	\$12,480.00
<b>PHASE 2</b>				
<b>2.5 Develop Draft Regional Land Use Map and Policies</b>	An additional round of edits will be coordinated to finalize the Regional Land Use Map and associated development policies.	\$21,600.00	8 days	\$8,320.00
<b>2.7 Present and Refine Draft Regional Plan + Report</b>	The Draft Regional Plan will be presented to an All Councils Meeting, and refinement of the document will be coordinated to consider comments received from the attendees.	\$22,320.00	10 days	\$10,400.00
<b>2.8 Coordinate Stakeholder Engagement</b>	Two additional rounds of stakeholder engagement will be required, which will include open house events, as well as coordination, online engagement, and overall development of associated materials.	\$59,000.00	24 days	\$24,960.00
<b>2.9 Refine Draft Regional Plan + Report From Stakeholder Input</b>	Feedback from additional rounds of stakeholder engagement will be incorporated into all project materials for review.	\$21,000.00	12 days	\$12,480.00
<b>PHASE 3</b>				
<b>3.3 Create Draft Governance, Administration, and Funding Strategy</b>	An additional engagement and a second round of edits will be coordinated to finalize the Governance Strategy.	\$21,600.00	8 days	\$8,320.00
<b>TOTAL LABOUR</b>			<b>82 days</b>	<b>\$85,280.00</b>

**Table 2: Detailed Budget Adjustments (Disbursements)**

<b>Item</b>	<b>Unit Cost</b>	<b>Cost</b>
<b>Staff Trips to Saskatoon (ROC meetings + public engagement)</b>		
1x 8 trips, including airfare, hotel, car rental, per diem (2 days)	\$650.00	\$5,200.00
1x 4 trips, including airfare, hotel, per diem (2 days)	\$500.00	\$2,000.00
1x 2 trips, including airfare, hotel, per diem (2 days)	\$500.00	\$1,000.00
<b>All Councils Meeting</b>		
Refreshments	\$500.00	\$500.00
<b>Public Engagement Preparation (x2 events)</b>		
Newspaper advertisements (Star Phoenix and Gazette)	\$1,500.00	\$3,000.00
Ad mail (Corman Park only)	\$3,000.00	\$6,000.00
Room rental (one-day events)	\$700.00	\$1,400.00
Refreshments	\$500.00	\$1,000.00
Printing	\$500.00	\$1,000.00
<b>TOTAL</b>		<b>\$21,100.00</b>

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## **Arena Partnership – Terms of the Contribution Agreement for Capital Funding Toward the University of Saskatchewan’s Proposed Twin Pad Ice Facility**

### **Recommendation**

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

1. That the proposed terms of the Contribution Agreement, for the \$1.0 million capital contribution to a twin pad ice facility on the University of Saskatchewan property, be approved as outlined in this report;
2. That the City Solicitor be requested to prepare the Contribution Agreement, based on the approved terms of the agreement; and
3. That His Worship the Mayor and the City Clerk be authorized to execute the agreement under the Corporate Seal.

### **Topic and Purpose**

This report is to provide an overview of the proposed terms of the Contribution Agreement with the University of Saskatchewan for the \$1.0 million in capital funding for a proposed twin pad ice facility. The terms and spirit of intent of a Contribution Agreement with the University of Saskatchewan is to ensure ongoing community access to the new twin pad ice facility.

### **Report Highlights**

1. The proposed terms and conditions of the Contribution Agreement with the University of Saskatchewan are centered on ongoing community access, community engagement in the early stages of planning and scheduling, and a requirement for annual reporting back on community usage statistics.

### **Strategic Goal**

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

### **Background**

During its April 25, 2016 meeting, City Council resolved:

- “1. That the Administration be authorized to negotiate a contribution agreement wherein the City of Saskatoon would provide a \$1.0 million capital contribution to a twin pad ice facility on the University of Saskatchewan property, based on the contribution agreement recognizing ongoing community access to the facility; and

2. That upon conclusion of the negotiations, the Administration bring forward the proposed agreement for the Committee’s consideration.”

## **Report**

### Proposed Terms of the Contribution Agreement

In developing the terms and conditions of the Contribution Agreement, consideration has been given to including specific service outcomes identified in the Recreation and Parks Master Plan.

The key terms and conditions, and the spirit of intent for the Contribution Agreement, are intended to ensure ongoing community access to the twin pad ice facility. The following is a summary of the proposed Contribution Agreement for the \$1.0 million capital contribution to the University of Saskatchewan (University) for the twin pad ice facility. The Contribution Agreement is to be entered into by the City of Saskatoon (City) and the University. The City acknowledges the University intends to engage an experienced and respected national ice rink operator to operate and maintain the facility. The Contribution Agreement will be substantially in compliance with the terms outlined below:

- a. The City is to provide a one-time capital contribution in the amount of \$1.0 million towards the overall facility capital cost;
- b. The University agrees to assume all ongoing maintenance, operating, and lifecycle costs of the twin pad ice facility;
- c. The University, through the facility operator, will ensure the facility design and scheduling is planned considering the needs of the various community-based ice user groups. The University will also make the facility design and project timelines available to share with the community as the project progresses;
- d. The University, through the facility operator, and as part of the business model, has a goal to ensure that use of the twin pad ice facility will provide for:
  - i) ice sport activities for minor sports groups and community groups;
  - ii) drop-in ice activities;
  - iii) interactive public skating;
  - iv) dryland sports, such as indoor lacrosse and ball hockey in the off seasons; and
  - v) community-based rental activities throughout the year;
- e. The University, based on discussions with Saskatoon Minor Hockey related to the design and use of the facility, intends to formalize arrangements for the use of the twin pad ice facility through a formal contract.

- f. The University will provide access to community ice user groups to rent space for tournaments and special events;
- g. The University, through the facility operator, will work to optimize the use of the facility through scheduling of activities in such a way as to maximize opportunities for the university and the community;
- h. The University will ensure the facility operator establishes the ice rental rates to be comparable to the Saskatoon market rate for ice rentals; and
- i. The University, for the first five years of operation, will provide to the City on an annual basis, a summary report on the usage statistics, with highlights on the usage by community-based organizations. In the event community usage does not meet the spirit and intent of community access envisioned by this agreement, representatives from the City and the University would collaborate to improve usage in these areas.

### **Options to the Recommendation**

As an alternative, City Council may choose to:

- a) not approve the terms of the agreement as outlined in the report; or
- b) provide further direction to the Administration on possible additions to the terms of the Contribution Agreement.

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

After receiving City Council approval on April 25, 2016, to proceed with negotiations, the Administration met with representatives of the University to formalize the proposed terms of the Contribution Agreement, with a focus on ensuring ongoing community access to the new facility.

### **Financial Implications**

There are no new immediate financial implications of the recommendation as \$1.0 million was approved as part of the 2016 Capital Budget under Capital Project No. 1665 - Arena Partnerships. This would be considered a one-time capital contribution. The ongoing operating costs will be covered by the owner or operator of the facility. There will be no ongoing operating impact to the City.

Once the arena is in operation, the Administration will see a future impact to the Youth Sports Subsidy Program. This is a direct result of the youth ice user groups continuing to grow and require more ice rental time. The City provides a 40% subsidy on all eligible rental costs for youth sport organizations. Those impacts will be reported out annually as part of the overall Youth Sports Subsidy operating budget.

### **Other Considerations/Implications**

There are no policy, environmental, privacy, or CPTED implications or considerations; a communication plan is not required at this time as the University will be launching the project in the community in the coming months.

**Arena Partnership – Terms of the Contribution Agreement for Capital Funding Toward the University of Saskatchewan’s Proposed Twin Pad Ice Facility**

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

Pending City Council authorization, the Administration, along with the City Solicitor, would undertake to meet with representatives of the University to formalize and execute the Contribution Agreement.

**Public Notice**

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

**Report Approval**

Written and

Reviewed by: Lynne Lacroix, Director of Recreation and Community Development

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

S/Reports/2016/RCD/PDCS – Arena Partnership – Terms of the Contribution Agreement for Capital Funding Towards the U of S Proposed Twin Pad Ice Facility/ks