



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

Monday, March 7, 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	8 - 8
<i>Recommendation</i>	
1. That the letter from Blair Sinclair, Triovest Realty Advisors, advising that he will be in attendance to answer questions be added to item 7.2.9; and	
2. That the agenda be confirmed as amended.	
3. DECLARATION OF CONFLICT OF INTEREST	
4. ADOPTION OF MINUTES	
<i>Recommendation</i>	
That the minutes of Regular Meeting of the Standing Policy Committee on Planning, Development and Community Services held on February 8, 2016 be approved.	
5. UNFINISHED BUSINESS	
6. COMMUNICATIONS (requiring the direction of the Committee)	
6.1 Delegated Authority Matters	
6.1.1 John Rowson - Revision of Residential Backyard Open Burning Bylaws [File No. CK. 2500-6]	9 - 12
<i>Recommendation</i>	
That the matter be referred to the Administration.	

6.2 Matters Requiring Direction

6.2.1 Nadia Prokopchuk - Request for Temporary Street Renaming and Street Signage [File No. CK. 6310-1] 13 - 14

A letter from Nadia Prokopchuk, Member of St. George's Cathedral, and Martin Hryniuk, Member of Musee Ukraina Museum, requesting the temporary renaming of the 200 block of Avenue M to "Sister Theodosia Lane" and for placement of signs to this effect, for the period of April 10 to August 31, 2016, is submitted. The timeline is such that a report to City Council from this meeting would be required if this is supported.

Recommendation

That the direction of Committee issue with respect to submitting a report to City Council regarding the request to temporarily rename the 200 block of Avenue M as "Sister Theodosia Lane" from April 15, 2016 to August 31, 2016 and to have honorary street signs placed above the Avenue M block face signs on both the north and south sides of the 200 block of Avenue M, with the name "Sister Theodosia Lane", from April 10 to August 31, 2016.

6.3 Requests to Speak (new matters)

6.3.1 Radiance Cohousing - Recommendations to Increase Incentives for Green Buildings and Infill in Saskatoon [File No. CK. 750-4] 15 - 26

A request to speak on this matter dated February 29, 2016 has been received from Michael Nemeth and Shannon Dyck, Radiance Cohousing.

Recommendation

1. That the speaker be heard; and
2. That the matter be referred to the Administration.

6.3.2 Kaela Tennent - Residential Backyard Fires [File No. CK. 2500-6] 27 - 30

A request to speak on this matter dated February 18, 2016 has been received from Kaela Tennent.

Recommendation

1. That the speaker be heard; and
2. That the matter be referred to the Administration.

7. REPORTS FROM ADMINISTRATION

7.1 Delegated Authority Matters

- 7.1.1 Land Use Applications Received for the Period Between January 20, 2016, to February 17, 2016 [File No. CK. 4000-5, PL. 4350-1, PL. 4312, PL. 4355, PL. 4350, and PL. 4300] 31 - 58

Recommendation

That the information be received.

- 7.1.2 Approval for Advertising – Zoning Bylaw Text Amendment - Gross Floor Area of Garage Suites [CK. 4350-63 and PL. 4350-Z12/16] 59 - 75

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 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.

7.2 Matters Requiring Direction

- 7.2.1 Application for Funding Under Heritage Conservation Program - Bottomly House (1118 College Drive) [File No. CK. 710-51] 76 - 79

The Municipal Heritage Advisory Committee has considered the February 3, 2016 report of the General Manager, Community Services Department regarding the above matter and supports the recommendation for funding under the Heritage Conservation Program.

Recommendation

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

1. That funding be approved, up to a maximum of \$3,357.50, through the Heritage Conservation Program for the restoration of the front verandah column bases and guardrails at the Bottomley House located at 1118 College Drive; and
2. That the City Solicitor be requested to prepare the

appropriate agreement and that His Worship the Mayor and the City Clerk be authorized to execute the agreement under the Corporate Seal.

7.2.2 Appointment of 2016 Municipal Weed Inspectors and Dutch Elm Disease Inspectors [File No. CK. 4200-8 and PK. 4190-1] 80 - 81

Recommendation

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

1. That Mr. Jeff Boone, Mr. Ben Marianovits, and Mr. Owain Van Vliet, of the Community Services Department, be appointed as the City of Saskatoon's 2016 municipal Weed Inspectors, in accordance with the provisions of The Weed Control Act;
2. That Ms. Michelle Chartier and Mr. Jeff Boone, of the Community Services Department, be appointed as the City of Saskatoon's 2016 municipal Dutch Elm Disease Inspectors, in accordance with the provisions of The Forest Resources Management Act; and
3. That the City Clerk be requested to notify the Minister of the Environment.

7.2.3 Status Report on the Ten-Year Housing Business Plan 2013 - 2022 [File No. CK. 750-1 and PL. 950-29] 82 - 99

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

Recommendation

1. That the report of the General Manager, Community Services Department, dated March 7, 2016, be forwarded to City Council for information; and
2. That the Administration report back at the time of the 2017 Business Plan and Budget deliberations on funding requirements and housing targets for 2017.

7.2.4 Innovative Housing Incentives - Mortgage Flexibilities Support Program - Innovative Residential Investments Inc. - Application for a Bundled Project and Related Policy Change [File No. CK. 750-4 and PL. 951-136] 100 - 106

Recommendation

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

1. That a total of 32 affordable housing units to be built at 720 Baltzan Boulevard, 730 Baltzan Boulevard, 250 Akhtar Bend, and 315 Lewin Way (address still to be officially assigned) be designated under the Mortgage Flexibilities Support Program, as defined in Innovative Housing Incentives Policy No. C09-002, contingent upon these housing projects being fully approved for mortgage loan insurance flexibilities by Genworth Canada and/or Canada Mortgage and Housing Corporation;
2. That Innovative Housing Incentives Policy No. C09-002 be amended to facilitate the approval of bundled housing projects that include more than one location; and
3. That the City Solicitor be requested to prepare the necessary incentive and tax sponsorship agreements, and that His Worship the Mayor and the City Clerk be authorized to execute these agreements under the Corporate Seal.

7.2.5 Chief Whitecap Park Master Plan Update [File No. CK. 4205-38 and RS. 4206-WC] 107 - 117

Recommendation

That the report of the General Manager, Community Services Department, dated March 7, 2016, be forwarded to City Council for information.

7.2.6 Special Events Policy Revisions and Rating Tools [File No. CK. 1870-15, x 1720-3-1, x 1815-1 and RS. 1870-12-2] 118 - 160

Recommendation

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

1. That the proposed revisions to Special Events Policy No. C03-007 and the event evaluation rating tools, as outlined in this report, be approved;
2. That the proposed revisions to Youth Sports Subsidy Program - Allocation Criteria Policy No. C03-034, as outlined in this report, be approved; and
3. That the proposed revisions to Reserves for Future Expenditures Policy No. C03-003, as outlined in this report, be approved.

7.2.7 Update on the Saskatoon Minor Football Field Project [File No. CK. 4205-7-2, x 5800-1 and RS 4206-GO1-2] 161 - 164

Recommendation

That the report of the General Manager, Community Services Department, dated March 7, 2016, be forwarded to City Council for information.

- 7.2.8 2016 Cultural Grant Capital Reserve Awards [File No. CK. 1871-2 and RS. 1860-21] 165 - 166**

Recommendation

That the Standing Policy Committee on Planning, Development and Community Services recommend to City Council that the project funding recommended by the Cultural Grant Capital Reserve Adjudication Committee be approved.

- 7.2.9 Vacant Lot and Adaptive Re-use Program - Development Incentives – Parcel YY – River Landing [File No. CK. 4110-45 and PL. 4110-71-57] 167 - 174**

Letter received from Blair Sinclair on March 3, 2016, advising he will be in attendance to answer questions.

Recommendation

That the Standing Policy Committee on Planning, Development and Community Services recommend to the April meeting of City Council, approval of the following:

1. That a five-year tax abatement of the incremental taxes for the residential building, office buildings, and a structured parking facility located on Parcel YY, be approved;
2. That the five-year tax abatements take effect in the next taxation year following completion of each of the phased projects;
3. That the property taxes associated with the public plaza be granted back to the owner in exchange for construction and maintenance of the public plaza and guaranteed, reasonable public access;
4. That the City Solicitor be requested to prepare the appropriate agreements, and that His Worship the Mayor and the City Clerk be authorized to execute the agreements, under the Corporate Seal; and
5. The above recommendations be subject to the submission of a comprehensive site development concept plan and the proponent obtaining approval of the development concept from all approving authorities in accordance with the DCD1 regulations.

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



March 3, 2016

Blair W. Sinclair
Direct Phone: (403) 209-3486
E-mail: bsinclair@triovest.com

Via email (city.clerks@saskatoon.ca)

City of Saskatoon
222 Third Avenue North
Saskatoon, SK, S7K 0J5

Attention: City Clerk

On March 7, 2016 the City of Saskatoon Finance Committee will be meeting to hear matters related to TrioVest's application process for Parcel YY.

Please be advised that I plan to attend this meeting, and will make myself available to members of the committee if they have any questions for me.

Yours truly,

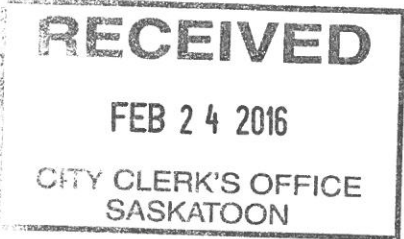
TrioVest Realty Advisors Inc.

A handwritten signature in black ink, appearing to read "Blair W. Sinclair", written over a light blue horizontal line.

Blair W. Sinclair
Executive Vice President, Investments and Development

LVM

From: John Rowson <j.r.rowson@icloud.com>
Sent: February 24, 2016 11:22 AM
To: Web E-mail - City Clerks
Subject: Revision of Residential Backyard Open Burning Bylaws
Attachments: city_of_saskatoon.pdf



Submitted on Wednesday, February 24, 2016 - 11:21
Submitted by anonymous user: 207.47.141.141
Submitted values are:

First Name: John
Last Name: Rowson
Email: j.r.rowson@icloud.com
Confirm Email: j.r.rowson@icloud.com
Phone Number: (306) 242-8646

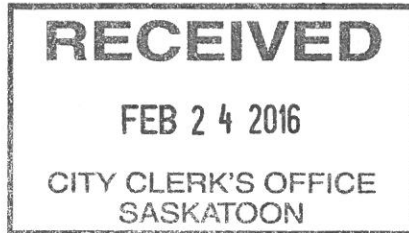
==Your Message==

Service category: City Council, Boards & Committees
Subject: Revision of Residential Backyard Open Burning Bylaws
Message: Please read attached letter which is a request of the City of Saskatoon to review/revise our bylaws related to residential backyard open burning with the intent to further reduce or eliminate the harmful effects of smoke to human health.

Attachment:
city_of_saskatoon.pdf:
https://www.saskatoon.ca/sites/default/files/webform/contact/city_of_saskatoon.pdf

Would you like to receive a short survey to provide your feedback on our customer service? The information you share will be used to improve the service we provide to you and all of our customers.:
No

The results of this submission may be viewed at:
<https://www.saskatoon.ca/node/405/submission/69277>



February 24, 2016

To: Standing Policy Committee on Planning, Development and Community Services

Re: Revision of Residential Backyard Open Burning Bylaws

Open burning in an urban setting poses risks to fire safety and public health. The use of bonfires, fire pits and domestic incinerators are classified as open burning activities: the use of charcoal fires contained in barbecues and hibachis for the purpose of cooking food are not. Smoke from open burning gives rise to public health issues especially to children, the elderly and people with lung disease. Control of residential backyard open burning generally falls under municipal jurisdiction.

Smoke from open burning is a significant health issue for my eight year old grandson and his family who reside in the Mayfair area of Saskatoon. There are several nearby residents in that community that enjoy frequent bonfires, often of extended duration, in their backyards. My grandson has developed asthma and his condition is particularly sensitive to smoke originating from these open burning occurrences. He immediately experiences difficulty breathing and there have been many trips to the hospital emergency room, massive doses of medication and excessive absenteeism from school. Smoke in the area has resulted in a significant degradation in quality of life for him and his family now and likely going forward.

The City of Saskatoon bylaws dealing with backyard burning are primarily related to fire protection requirements. Air quality and public health issues do not appear to be directly and comprehensively addressed. The most relative clause in the appropriate bylaw states: "If smoke from an open fire causes an unreasonable interference with the use and enjoyment of another person's property, the fire should be extinguished immediately". While this may appear to be a reasonable and neighbourly course of action it has proven difficult to implement. The fire department has been called; they have responded; fires have been extinguished. However, it isn't long before the neighbourhood knows who has been calling the fire department. Lack of adequate bylaws to address air quality issues has created a neighbourhood dispute, that did not previously exist, with no noticeable improvement in air quality.

Recently, I conducted a brief internet search to assess what bylaws other major urban centres have in place to control air quality issues from residential backyard open fire burning. The vast majority of urban centres across the country, the size of Saskatoon or larger, have bylaws in place that completely prohibit backyard open burning. The most notable exceptions are Calgary, Edmonton and Regina which do permit open burning but with stricter rules compared to Saskatoon. It is apparent that our bylaws need to be updated to take into account more recent information related to smoke effects on public health.

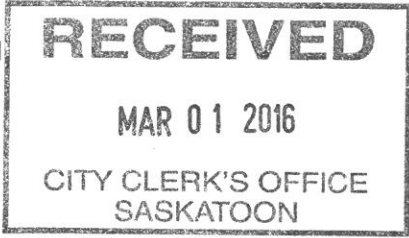
This letter is a request of the City of Saskatoon to review/revise our bylaws related to residential backyard burning with the intent to further reduce or eliminate the harmful effects of smoke to human health. Over the past two decades much has been learned concerning the harmful effects to human health from wood smoke. There is a need, with some urgency, to update our local bylaws, in response to recent research and studies, for better control of air quality and the reduction of potential health effects on the citizens of our wonderful city.

Respectfully submitted,

Dr. John Rowson.

6310-1

To: Sproule, Joanne (Clerks)
Subject: RE: Request for Honourary Street Name - 200 Block of Ave. M



From: Nadia Prokopchuk [mailto:njprokopchuk@gmail.com]

Sent: Tuesday, March 01, 2016 9:49 AM

To: Sproule, Joanne (Clerks) <Joanne.Sroule@Saskatoon.ca>

Cc: Lorje, Pat (City Councillor) <Pat.Lorje@Saskatoon.ca>; Martin Hryniuk <hrymartin@yahoo.ca>; Iwanchuk, Ann (City Councillor) <Ann.Iwanchuk@Saskatoon.ca>

Subject: Request for Honourary Street Name - 200 Block of Ave. M

Hello Joanne,

Please accept the attached letter as our formal request to have the 200 block of Ave. M temporarily renamed "**Sister Theodosia Lane**". Background information and a rationale for the request are provided in the letter. If you require anything else in order to move this item forward to City Council, please let me know. Thank you very much for your attention to our request.

Regards,
Nadia Prokopchuk



March 1, 2016

Joanne Sproule, Clerk
City Hall
City of Saskatoon

Dear Joanne Sproule,

On behalf of a group of Pleasant Hill citizens interested in honouring the memory of a much-beloved community activist and spiritual leader, please accept this letter as our application to have the 200 block of Avenue M South temporarily renamed "Sister Theodosia Lane".

Sister Theodosia Papirnik was a Ukrainian Catholic sister of the Order of the Sisters of St. Joseph who passed away on April 14, 2015 after a brief battle with cancer. She was the Administrator of St. Joseph's Home on Valens Drive, member of the Board of Musee Ukraina Museum located on the 200 block of Ave. M, spiritual advisor to several community organizations linked to St. George's Cathedral and the Eparchy of Saskatoon, both located on Ave. M, and the architect of the Shrine to the Nun Martyrs of Olympia and Laurentia, also located on the 200 block of Ave. M South. In addition to her extraordinary gifts of leadership and community-building, Sister Theodosia was a much-beloved friend, guide, teacher and mentor to everyone who knew her. Our community continues to mourn her loss.

A one year memorial for Sister Theodosia is planned for April 16, 2016 at the Shrine of Nun Martyrs Olympia and Laurentia, located on Ave. M. South.

In keeping with the consideration for honorary street signs given to the Jazz Festival, we are asking for honorary street signs to be erected above the Ave. M block face sign with the name "Sister Theodosia Lane" on both the north and south side of the 200 block of Ave. M. We would ask that the signs be placed on the street during the week of April 10-15, so that they are ready to be unveiled immediately following the memorial service on April 16, 2016. We will be requesting that His Worship Mayor Don Atchison formally unveil the signs after the memorial service.

Thank you very much for considering our request. We look forward to your response.

Respectfully,

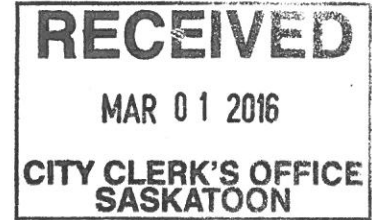
Nadia Prokopchuk

Nadia Prokopchuk, Member of St. George's Cathedral, 210 Ave. M. South
Email njprokopchuk@gmail.com

Martin Hryniuk

Martin Hryniuk, Member of Musee Ukraina Museum, 222 Ave. M. South
Email hrymartin@yahoo.ca

From: Michael Nemeth <michael@brightbuildings.ca>
Sent: Monday, February 29, 2016 6:36 PM
To: City Council
Subject: Form submission from: Write a Letter to Council



Submitted on Monday, February 29, 2016 - 18:35
Submitted by anonymous user: 71.17.242.62
Submitted values are:

Date: Monday, February 29, 2016
To: His Worship the Mayor and Members of City Council
First Name: Michael
Last Name: Nemeth
Address: 1215 Broadway Ave
City: Saskatoon
Province: Saskatchewan
Postal Code: S7H 2A4
Email: michael@brightbuildings.ca

Comments:

The City of Saskatoon is well positioned to become a leader in green buildings and infill. The attached report presents three recommendations for Council and Administration's consideration that we feel would support innovative building projects in Saskatoon.

We would appreciate the opportunity to speak at the next Standing Policy Committee on Planning, Development, and Community Services meeting, as well as present our recommendations report.

We thank you for your consideration on this matter.

Sincerely,
Michael Nemeth and Shannon Dyck on behalf of Radiance Cohousing

The results of this submission may be viewed at:
<https://www.saskatoon.ca/node/398/submission/71669>

Recommendations to Increase Incentives for Green Buildings and Infill in Saskatoon

Introduction:

Saskatoon has a history of taking action to address housing challenges in order to meet the needs of citizens. For example, our leaders have responded to rapidly rising housing costs and supply shortages in both the ownership and rental markets, and have developed meaningful incentives for affordable housing and vacant lot redevelopment. We feel these successes should be celebrated, as well as built upon.

The City of Saskatoon has identified attainable housing, environmental leadership, continuous improvement, and sustainable growth as priority areas (amongst others). We understand that the City of Saskatoon is also exploring opportunities to provide environmental bonuses for green infrastructure. This opens up many exciting opportunities for our city to be developed with innovation, quality of life, and sustainability in mind. Our project, Radiance Cohousing, shares these goals and wishes to contribute towards our City's vision.

We believe Saskatoon is well positioned to become a leader in green buildings and infill. In fact, a number of projects have already been completed in our city that demonstrate innovation in these areas: Mosaic, Wolf Willow Cohousing, several Vereco homes, and Temperance St. Passive House (under construction). Unfortunately, however, many of these types of projects are not eligible for support due to policy and incentive gaps.

Therefore, we have included **three recommendations** for Council and Administration to consider that we feel would drive innovation and diversity in Saskatoon's building sector. These recommendations are based on what we understand to be feasible and practical, are strongly aligned with the City of Saskatoon's priorities (as outlined in Appendix 2), and have been well received by a number of local builders, designers and developers.

We wish to ensure Radiance Cohousing's success in Saskatoon, as well as help pave the way for other innovative housing and building projects in our city. Saskatoon is changing, growing, and flourishing, and we encourage our leaders to continue to make decisions that will benefit where we live, work, and play.

As the Federation of Canadian Municipalities (FCM) has stated:

Municipalities are on the front line of the green economy in Canada ... [However,] it is unclear whether we are making the right strategic choices today that will win us a share of the new jobs, investment and innovation associated with a greener global economy. We could easily find ourselves watching those benefits flow to other countries and being net consumers of future innovations, instead of net producers.¹

We thank you for your consideration in this matter.

Sincerely,
Radiance Cohousing Development Company Inc.

Radiance Cohousing - Overview:

Radiance Cohousing is an innovative, sustainable, community-focused housing complex that will be located in the heart of Saskatoon. We recently purchased five vacant, previously contaminated lots on the corner of 18th St. and Ave. L (facing Optimist Park), which will allow us to be situated in a diverse, historic neighbourhood that is close to schools, businesses, green space, and our places of work. Our members (the future homeowners) have pooled their resources, formed a development company, and are actively working together to plan, design, manage and construct their own homes (which makes the cohousing development model slightly different from a typical development approach).

Our project is being led by a diverse group of residents—of varying age, profession and background—to complete the **first multi-unit cohousing project that meets Passive House design standards in Canada**. By combining cohousing and Passive House approaches in our design, we will showcase what's possible in terms of sustainable, innovative, infill housing in our climate. In fact, our project has already begun to receive local and national attention, and we expect to attract even further attention once construction is underway.

The number of cohousing projects in Canada is growing. Not only is it a repeatable development model, but it accommodates diverse household structures, provides residents with more social and financial security, and places community and quality of life at the fore. It appeals to a diversity of people and fills a gap in the current housing market by providing community to those who are seeking it, particularly seniors, young families, and single individuals. Residents are also provided with opportunities to share maintenance (e.g. snow clearing, yard work), share resources (e.g. tools, equipment), and provide other forms of support (e.g. group meals, childcare).

Passive House design is an international building standard that is gaining traction in Canada and abroad. Hundreds of projects have been completed in North America alone, and the approach has been established as one of the most energy-efficient and economically viable design methods currently available. For example, our homes will use 90% less space heating than regular homes, which is achieved through super insulation (R65), air tightness, proper ventilation, and good quality south-facing windows. We will see a return on our investment because the approach significantly reduces the monthly costs of living.

Radiance Cohousing will benefit our city by expanding upon current housing options, improving infrastructure, contributing to Saskatoon's tax base, supporting community, promoting sustainability, and meeting the objectives of the City of Saskatoon (such as the Housing Business Plan, Strategic Plan 2013-2023, Junction Improvement Strategy, and Neighbourhood Level Infill Development Strategy, as outlined in Appendix 2).

For more information or to learn more about the people behind Radiance Cohousing, visit: radiancecohousing.ca

Recommendations:

The City of Saskatoon has acknowledged support for innovation in the building sector, particularly in the area of housing; however, many innovative projects are falling outside of current incentive programs. The recommendations presented in this report represent ways to encourage innovation within Saskatoon's building sector, through green building and infill incentives, which will lead to a number of benefits, such as:

- Economic development, job creation, and growth of new, innovative businesses;
- Diversification of housing;
- Innovations in the Industrial, Commercial, and Institutional (ICI) sector;
- Renewal of historic neighbourhoods;
- Better use of and improvements to infrastructure; and
- Responding to the needs of a growing city, diverse population, and changing demographics.

Recommendation 1: Introduce a new Green Building incentive policy.

The development of a Green Building policy, as outlined in Appendix 1, would attract investment, encourage sustainable growth, and improve the quality of Saskatoon's building stock. The objective of such an incentive would be to provide support to projects that incorporate green building approaches, and could include:

- Residential, commercial, institutional and industrial projects;
- New construction and retrofits; and
- Projects located in any neighbourhood within City of Saskatoon boundaries (i.e. infill and greenfield).

Rationale:

While a primary mechanism for improving building performance and energy efficiency is through the building code (which tends to be outside of municipal jurisdiction), cities still have a significant role to play.² For example, municipalities develop policy and incentives that guide development and growth, are the first points of contact for developers, enact regulatory mechanisms that can either encourage or inhibit innovative construction, and make decisions to benefit the current and future needs of their communities. As Professor Dr. Wolfgang Feist, Director of the Passive House Institute, says: "Local officials have proven to be especially important ... They can create a framework for energy-efficient construction with their innovative ideas, whether by means of financial incentives, pilot projects, or urban planning." Furthermore, in the absence of an energy efficiency code in Saskatchewan (we are the last province *without* such a code³), it is even more essential to implement incentives that will increase quality, innovation, and sustainability in our local building sector.

The positive economics of energy efficiency have been well-established¹ and have led to a rapid growth of high-performance buildings across the globe, including near-zero, net-zero, passive house, and climate neutral designs.² Of the many benefits, investing in improved building performance:

- Reduces costs for businesses, individuals and municipalities;¹
- Lowers consumer and industry energy bills, resulting in savings that are invested in local economies, increasing productivity, and creating jobs;⁴
- Lowers energy bills, [which causes] increases in other forms of consumer spending, for example renovations, dining out, and travel;⁴
- Reduces the burden on existing infrastructure and the need for new and costly upgrades;⁴
- Demands less of municipal infrastructure, by using less energy and water and managing more storm water on site;
- Contribute[s] to employment and GDP growth;¹
- [Leads to greater] potential in the manufacturing sector – producing energy efficient HVAC systems, windows, doors and building materials;¹
- Reduces the costs of doing business in the region [due to lower energy bills], bolstering the global competitiveness of local employers and promoting additional demand for products and services throughout supply chains;⁴
- Leads to building retrofits and improvements to a city's existing building stock, even if demand for new construction is low;
- Generates non-energy benefits, for example improved productivity and comfort (e.g. better lighting, insulation, draft proofing), water savings, and improved health and safety;⁴
- Reduces the energy burden of vulnerable populations, freeing income for other basic needs such as food, housing, and medication;⁴
- Reduces energy poverty;⁴
- Helps cost-effectively reduce greenhouse gas emissions and other air pollution;⁴ and
- Improves the energy intensity of an economy, increasing local and national energy security.⁴

Furthermore, as our Federal Government releases its plans for a pan-Canadian climate change framework (which will include participation from municipalities) and national emissions-reduction targets,⁵ all citizens are likely to see increased energy and utility costs (e.g. due to carbon pricing and taxation). High-performance buildings respond to these future risks by building with long-term affordability, investment, and quality in mind.

Saskatoon has enjoyed rapid growth and development for the last number of years. Unfortunately, we did not keep up to best practices in energy efficiency and building performance during that time. However, as our building economy slows, we have the opportunity to pursue innovation in the building sector, which could act as powerful economic stimulus,⁴ open up new markets, create jobs, attract investment, and help retool and retrain our community to become leaders in the industry. There is no better time to invest in green buildings than now.

Recommendation 2: Increase the value of the Vacant Lot & Adaptive Re-Use incentive and provide additional support for infill projects.

As our city grows, special consideration for infill has started to take root in Saskatoon. However, the costs incurred to develop infill, particularly in historic neighbourhoods, is significant. For example, in many cases, “private developers cannot generate adequate returns on investment to justify the investment risk. [That being said,] public incentives and investment could make a project attractive if existing infrastructure in an infill site requires substantial improvements.”⁷

Chronically vacant sites are particularly challenging. Often times the land is un- or under-serviced, requires remediation (if developing on a brownfield), and is located in an area of the city where significant infrastructure improvements are required (e.g. inadequate sidewalks and rear lanes, under-sized storm water systems, insufficient fire flows, etc.). The costs of correcting or improving these historical oversights in City infrastructure are being passed onto developers, which drives up costs for both developers and future homeowners/renters.

Therefore, we recommend that the City of Saskatoon:

- a) Increase the value of the Vacant Lot & Adaptive Re-Use Incentive, as it is currently insufficient to meet its objective of attracting significant redevelopment of chronically vacant lands within Saskatoon’s historic neighbourhoods. Another consideration would be to offer both the grant *and* tax abatement for particularly deserving projects.
- b) Develop incentives for infill projects that do not currently meet the requirements of the Vacant Lot & Adaptive Re-Use Incentive. Incentives could include: tax incremental financing, cost sharing for infrastructure improvements, grants, tax abatements, waiving offsite levies, building permit rebates, amongst others.
- c) “Consider introducing incentives in exchange for conformance [such as] Streamlined Approvals Process; Heritage Grants; Architectural Assistance Grants; Design and Architectural Services; and Design Awards Programs,” as recommended in the City of Saskatoon *Neighbourhood Level Infill Development Strategy*.
- d) Offer other forms of infill support that will benefit developers, the community and the City of Saskatoon.

Rationale:

As noted in Saskatoon’s *Neighbourhood Level Infill Development Strategy*, infill projects protect and enhance existing neighbourhoods through reinvestment and improved housing choice. Benefits are economic, social, and environmental, and include:

- More financial benefit to the city than greenfield development (as outlined in Saskatoon’s recent Financing Growth Study);⁹
- Making better use of urban land supplies ... [and] existing infrastructure;⁶

- Reduc[ing] the need to extend infrastructure and add services [as with greenfield development], which can reduce capital costs for a municipality in the near term and maintenance costs in the long term;⁷
- Expanding homeownership;⁸
- Increase[ing] a community's tax base ... [and] property tax revenue;⁸
- Lowering costs of public services such as: transit, sidewalks, water and sewer, school, and public safety (police, fire, ambulance);⁶
- Replacing brownfields and abandoned industrial areas with functioning assets;⁶
- Attracting a greater diversity of household income levels, bringing new resources to a neighborhood and reducing concentrated poverty;⁷
- Attract[ing] new investment that [invites] more businesses and amenities [and helps] stabilize schools;⁷
- Providing more housing choices ... [to meet] changing demographics and market preferences;⁷
- Reducing consumption of agricultural land;⁶
- Increasing access of people to jobs, and jobs to labor force;⁶
- Reducing the time, money, energy, and air pollution associated with commuting and other use of single occupant automobiles;⁶
- Renewing older neighbourhoods and housing stock;⁶
- Adding to socioeconomic diversity;⁶
- Strengthening real estate markets and property values;⁶ and
- Supporting unique cultural, arts, educational and civic functions, such as museums, opera, sports, and universities.⁶

Ultimately, developing on un- or under-utilized land in urban centres offers net-positive economic benefits. For example, "Compact infill development with a mix of uses yields more property tax revenue per acre than spread-out, single-use greenfield development,"⁷ while, "[for] every \$1 [US] invested in brownfield remediation, \$17 [US] is generated in economic benefits."⁸

Of course, as infill increases, consultation with and consideration of existing residents will be required: "Infill in existing neighborhoods can bring environmental and economic benefits to a community, but it can also disrupt life for existing residents and businesses, and potentially lead to the displacement of existing residents and businesses. It is important for local governments to listen to and consider the concerns of people living in priority infill areas as they develop policies and programs to attract new development and investment into these areas. This means giving careful consideration to strategies that can help longtime residents and businesses stay in these neighborhoods, actively participate in planning for infill, and ultimately benefit from new growth."⁷

Recommendation 3: Provide assistance to Radiance Cohousing.

Radiance Cohousing has been in development since 2012. In 2015, the project finally reached a point where it became feasible to proceed with development.

We are pursuing the construction of our own homes in order to build sustainably and reduce our costs of living. For example, we are doing what we can to keep our construction costs down (e.g. by obtaining in-kind or reduced-rate professional services, through modest designs and shared walls, and by using basic finishes), as well as investing in energy- and water-saving approaches that will reduce our monthly utility costs. However, we are facing a number of cost prohibitive development challenges that will make it difficult to build a project that meets the market value of the area, as well as our own affordability objectives.

The lots we are building on are situated within a city block that provides no infrastructure along Avenue L for our project to tie into. In addition to the City's offsite levies (with an assessed value of approx. \$80,000), we will incur the full costs of bringing site services to this previously un-serviced land, as well as installing and improving upon municipal infrastructure. Specifically, we are required to bring site services to Ave. L, install new sidewalks along 18th Street and Ave. L, pave the rear lane, add a fire hydrant, and potentially extend the existing storm sewer system. Furthermore, because the land was historically used as a rail spur, the costs of remediating the contaminated site were passed onto us through the cost of the land.

Although Radiance Cohousing is eligible for the Vacant Lot & Adaptive Re-use Incentive, the incentive is not sufficient when compared to the costs of developing in the West Industrial neighbourhood, an area that was not initially intended for residential use and is inadequately serviced.

As such, we are asking the City of Saskatoon to consider providing assistance to Radiance Cohousing through:

- a) Waiving offsite levies;ⁱ
- b) Cost sharing for required infrastructure improvements, such as sidewalk installation, rear lane paving, and fire hydrant improvements;
- c) Removing the requirement to install a sidewalk along 18th Street (as there are currently no sidewalks along 18th Street in which it would connect to);
- d) Reducing parking requirements to 1 parking space per unit;
- e) Providing a building permit rebate;
- f) Offering a low- or no-interest loan;ⁱⁱ
- g) Providing other forms of support, as identified by Council and/or Administration.

Rationale:

Some of the forms of assistance recommended above are already being utilized by the City of Saskatoon for similar building and infrastructure projects. For example:

- Waiving offsite levies: “The collection of off-site levies has been cited as a deterrent to the redevelopment of older properties in Saskatoon ... Council has a set of criteria for waiving off-site levies for specific affordable housing and neighbourhood revitalization projects in Saskatoon” (Housing Business Plan). Furthermore, as stated in Saskatoon’s 2015 Financing Growth Study: “Municipalities may at their discretion exempt certain developments from development levies. For instance, Saskatoon’s Council may exempt specific land uses, classes of development, or development within defined areas from levies, and they may do so in order to attract more development to a given area or to encourage specific types of development.”⁹
- Infrastructure cost sharing: The City covers 60% of the total cost of replacing lead service lines (Lead Replacement Program).
- Waived parking requirements: Parking requirements have been waived under special circumstances (e.g. where car-shares are available, as is being planned into Radiance Cohousing).
- Building permit rebates: The City provides building permit rebates for Secondary Suites (Innovative Solutions for Affordable Housing).

ⁱ If option (a) is not feasible, is it possible for the payment of offsite levies to be incurred over a period of time after construction is complete (e.g. paid off by incremental taxes over a 5 year period)?

ⁱⁱ In the cohousing model, future homeowners pool their resources and form a development company in order to build a project. This requires significant upfront capital and has been one of the largest challenges faced by our members. We are required to raise 25% of our capital costs in order to acquire a construction loan from a financial institution, but have only been able to secure approx. 18% from our future homeowners. A low- or no-interest loan would assist Radiance Cohousing in securing the remainder of the required 25%.

- Low-interest loans: “Direct financial support is not provided [by the City of Saskatoon] for entry-level housing; however, governments will sometimes provide financing (low-interest loans), land pre-designation, and other tools to ensure that adequate supplies of entry-level housing are being constructed” (Housing Business Plan).
- Other municipalities are also “implementing a number of innovative policy tools that promote or require improved building performance ... such as building permit fee or development construction charge rebates; tax exemptions; priority processing of building development applications; and density bonuses.”²

Conclusion:

We thank the City of Saskatoon for their consideration of these recommendations to increase incentives for green buildings and infill in Saskatoon. We look forward to working with the City and other stakeholders to form solutions that will benefit current and future projects, and our community as a whole.

References:

- ¹ Federation of Canadian Municipalities (2011). *Building Canada’s Green Economy: The Municipal Role*. https://fcm.ca/Documents/reports/Building_Canadas_green_economy_the_municipal_role_EN.pdf
- ² Renewable Cities (2015). *Energy Efficiency in Buildings*. <http://www.renewablecities.ca/primer-energy-efficiency-in-buildings/>
- ³ National Resources Canada (2016). *The Code in your Province / Territory*. <http://www.nrcan.gc.ca/energy/efficiency/buildings/eenb/codes/4041>
- ⁴ Acadia Center (2014). *Energy Efficiency: Engine of Economic Growth in Canada – A Macroeconomic Modeling & Tax Revenue Impact Assessment*. http://acadiacenter.org/wp-content/uploads/2014/11/ENEAcadiaCenter_EnergyEfficiencyEngineofEconomicGrowthinCanada_EN_FINAL_2014_1114.pdf
- ⁵ Trudeau, Justin (2015). *Speech at COP 21, Paris*. <http://pm.gc.ca/eng/news/canadas-national-statement-cop21>
- ⁶ Georgia Department of Community Affairs. *Infill Development Program*. http://www.dca.state.ga.us/intra_nonpub/Toolkit/Guides/InfilDevtProg.pdf
- ⁷ Environmental Protection Agency (2015). *Attracting Infill Development in Distressed Communities: 30 Strategies*. http://www.epa.gov/sites/production/files/2015-05/documents/fresno_final_report_042215_508_final.pdf
- ⁸ University of Delaware. *Benefits of Infill and Redevelopment Activities – Smart Growth Benefits*. <http://www.completecommunitiesde.org/planning/landuse/benefits-of-infill/>
- ⁹ Hemson Consulting Ltd. (2015). *City of Saskatoon: Financing Growth Study*.
Saskatchewan Environmental Society, Canada Green Building Council SK Chapter, ASHRAE Saskatoon Chapter (2013). *In support of Saskatchewan building energy efficiency standards*. <http://energycode.buildsaskgreen.ca/>
City of Saskatoon. [Innovative Housing Incentives Policy](#).
City of Saskatoon. [Vacant Lot & Adaptive Re-use Incentive](#).
City of Saskatoon. [Housing Business Plan 2013-2022](#).
City of Saskatoon. [Junction Improvement Strategy](#).
City of Saskatoon. [Neighbourhood Level Infill Development Strategy](#).
City of Saskatoon. [Strategic Plan 2013-2023](#).
City of Saskatoon. [Innovative Solutions for Affordable Housing](#).

APPENDIX 1: Proposed Green Building Incentive Policy

Purpose:

To provide support for green building projects, in order to:

- Increase the amount and ensure the successful completion of green building projects in Saskatoon;
- Encourage sustainable development and environmental design;
- Improve the quality of Saskatoon's building stock;
- Increase economic activity;
- Provide residents with more diverse housing options; and
- Contribute to community development.

Eligibility:

Eligible building projects are those that meet one or more of the criteria (below) and could include:

- Residential, commercial, institutional, or industrial projects;
- New construction or retrofits; and
- Projects located in any neighbourhood within the City of Saskatoon's boundaries (i.e. infill and greenfield).

Incentives:

- Waived Offsite Levies;
- Building Permit Rebates;
- Tax Abatements;
- Grants;
- Low- or no-interest loans;
- Floor space exclusions from property taxes for exterior wall thickness;ⁱⁱⁱ and/or
- Other incentives, as identified by Council and Administration.

It is recommended that incentives be calculated on a points system, with extra points assigned for each criteria area. This will ensure that higher-performance buildings receive higher incentives. The incentive allocation framework could be based off the points systems used in the Vacant Lot & Adaptive Re-Use Incentive application and/or the Innovative Housing Incentive policy.

Criteria:

- Renewable energy generation (e.g. solar);
- Adequate solar access through design and orientation;
- Net-zero, net-zero ready, near net-zero, and net-positive buildings;
- Buildings that *meet* a third party green building standard, such as Passive House, Living Building Challenge, LEED, EnerGuide, R-2000, Energy Star;^{iv}
- Buildings that *certify* through a third party green building standard, such as Passive House, Living Building Challenge, LEED, EnerGuide, R-2000, Energy Star;

ⁱⁱⁱ The intention is to (a) facilitate better thermal performance (i.e. higher insulation value) by constructing thicker walls, (b) remove the disincentive of higher property taxes or loss of usable floor area to construct thicker walls, and (c) repair and replace walls on buildings which have been subject to leaks or damage. For more information, visit:

<http://former.vancouver.ca/commsvcs/BYLAWS/bulletin/F008.pdf>

^{iv} Third Party certification can be very lengthy and cost prohibitive, especially for smaller projects. The intent of this policy is to provide incentives to green buildings, even those that do not achieve certification.

- Use of materials with low embodied carbon;
- Waste reduction (e.g. deconstruction, waste diversion, material re-use);
- Use of recycled and recyclable materials;
- High air tightness, confirmed through building envelope commissioning (blower door testing);
- High R-value (e.g. through increased insulation, high quality windows);
- Exceptional indoor air quality;
- Energy-efficient appliances, lighting and equipment;
- Electric car charging stations;
- Bicycle parking;
- Environmental remediation;
- Sustainable landscaping (e.g. rain gardens, xeriscaping, native plants, food production, drought tolerant plants, disease and pest resistant varieties, water permeable hardscaping, communal gardening space);
- Green roof;
- Cohousing, cooperatives, and supportive housing models that reduce the amount of resources used by individual residents;
- Significant improvements and/or upgrades to services and infrastructure;
- Other areas, as identified by Council and Administration.

It is recommended that this list be reviewed every 2-3 years to ensure it continues to (a) reflect green innovations in the building sector, and (b) meet the City of Saskatoon's priorities.

APPENDIX 2: Alignment with the City of Saskatoon's Priorities

Housing Business Plan 2013-2022:

The Housing Business Plan outlines initiatives to supply permanent, affordable, appropriate, safe, and secure housing. The focus is “to encourage and support an environment where the market is more likely to supply housing that is attainable, inclusive, innovative, and integrated into all neighbourhoods. The City will support housing which may be outside the conventional market, as well as working in a collaborative manner to ensure a range of suitable attainable housing is made available across the community in a wide range of locations.”

Specifically, one of the core strategies identified in the Plan is to: “Offer a wide range of housing incentive plans to reduce financial barriers associated with providing a range of housing choices, in a variety of locations, and to support innovative and downtown housing.” Furthermore, *Priority 6 – Innovative and Energy-efficient Housing*, states: “A priority of the Housing Business Plan is to ensure that new technologies are incorporated into attainable housing, so the units created remain affordable and functional over the long term. ... These include new materials, advances in energy-efficiency, and new construction methods such as modular building. ... Encouraging the development of innovative housing tenures is also a priority of the Housing Business Plan, particularly models that bridge the gap between rental and ownership including cooperative housing, co-housing, rent-to-own, life lease, and land trust models.”

Integrated Growth Plan:

Three of the Integrated Growth Plan strategies contain specific direction in achieving infill development:

- Amend Policies and Develop Incentives to Support Strategic Infill;
- Establish Infill Corridors; and
- Continue to Support Strategic Infill Areas.

Financing Growth Study:

One of the recommended Future Funding Options of the study is to intensify new development through infilling and redevelopment within existing urban areas.

Neighbourhood Level Infill Development Strategy:

The recommendations in this report meet the intent of four of the guiding principles of the infill strategy:

- Promote high quality design and best practices;
- Allow for a variety of housing types and designs, ensuring flexibility;
- Encourage neighbourly exchange, while ensuring privacy; and
- Incorporate environmental innovation and sustainable building practices.

Junction Improvement Strategy:

Radiance Cohousing responds to a number of the recommendations in the Junction Improvement Strategy:

- Environmental Leadership: Investigate remediation of vacant sites and feasibility of renewable energy;
- Strategic Growth: Decrease vacant lots and promote housing ownership and renewal;
- Land Use and Transition: Transition from industrial to mixed uses; and
- Entrepreneurship and Creative Industries: Create a cluster of entrepreneurial and innovative activity.

Strategic Plan 2013-2023:

The recommendations in this report meet a number of the City of Saskatoon's strategic goals and corporate performance targets.

Quality of Life

- 10-year Strategy:
 - Ensure that policies encourage a mix of housing types across the city (i.e. ownership vs. rental)
- 4-year Priorities:
 - Implement the City's Housing Business Plan
 - Direct expenditures toward amenities in neighbourhoods to enhance and protect property values and encourage private investment
 - Develop age-friendly initiatives to enhance quality of life as people age
- Success Drivers & Indicators:
 - Sufficient, appropriate, and affordable housing
 - Mix of housing forms
 - Public Safety
 - Community Investment

Sustainable Growth

- 10-year Strategy:
 - Increase and encourage infill development and corridors to balance growth
- 4-year Priorities:
 - Develop design guidelines to promote infill development in existing neighbourhoods
 - Create incentives to promote density
- Success Drivers & Indicators:
 - Orderly and Sustainable Growth
 - Neighbourhood Quality and Character
 - Balanced Land Use
 - Ratio of new infill units compared to new housing in greenfield development
 - Residents' perception of the quality of their neighbourhood
- Corporate Performance Target:
 - At least 25% five-year rolling avg. of residential development is in infill neighbourhoods by 2023

Economic Diversity and Prosperity

- 10-year Strategies:
 - Create a business-friendly environment where the economy is diverse and builds on the city/region's strengths
 - Plan and invest in infrastructure needed to attract and support new businesses and skilled workers to the city
- Success Drivers & Indicators:
 - Business-Friendly Climate
 - Infrastructure
 - Building permit sales
 - Building permit and construction values (residential and non-residential)
 - Business perception of business-friendly environment
 - Growth of business (growth and by sector)
- Corporate Performance Targets:
 - The number and value of building permits
 - Business growth

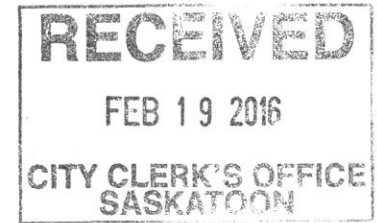
Environmental Leadership

- Success Drivers & Indicators:
 - Energy Efficiency
 - Renewable Energy Sources
 - Waste Elimination and Diversion
 - Responsible Land Use Ecological footprint of Saskatoon

Asset & Financial Management

- 10-year Strategy:
 - Reduce the gap in the funding required to rehabilitate and maintain our infrastructure
- 4-year Priority:
 - Investigate pricing solutions for services and infrastructure
- Corporate Performance Target:
 - Maintain bridges, roads, sidewalks, water lines, and sewer lines so they are improving every year (B Service Level)

From: Kaela Tennent <kaela.tennent@gmail.com>
Sent: Thursday, February 18, 2016 6:33 PM
To: City Council
Subject: Form submission from: Write a Letter to Council



Submitted on Thursday, February 18, 2016 - 18:32
Submitted by anonymous user: 69.11.5.89
Submitted values are:

Date: Thursday, February 18, 2016
To: His Worship the Mayor and Members of City Council
First Name: Kaela
Last Name: Tennent
Address: 1405 Ave C North
City: Saskatoon
Province: Saskatchewan
Postal Code: S7L 1K9
Email: kaela.tennent@gmail.com

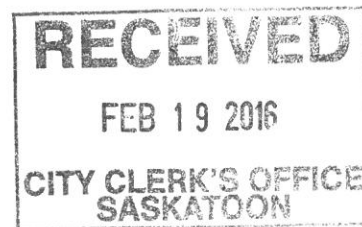
Comments:

Regarding my previous submission, I would like the opportunity to speak during the council meeting.

Thank you

The results of this submission may be viewed at:
<https://www.saskatoon.ca/node/398/submission/67964>

From: Kaela Tennent <kaela.tennent@gmail.com>
Sent: Thursday, February 18, 2016 6:32 PM
To: City Council
Subject: Form submission from: Write a Letter to Council



Submitted on Thursday, February 18, 2016 - 18:31
Submitted by anonymous user: 69.11.5.89
Submitted values are:

Date: Thursday, February 18, 2016
To: His Worship the Mayor and Members of City Council
First Name: Kaela
Last Name: Tennent
Address: 1405 Ave C North
City: Saskatoon
Province: Saskatchewan
Postal Code: S7L 1K9
Email: kaela.tennent@gmail.com
Comments:
Dear City Councillors

My eight year old son has asthma and is overseen by a pediatric respirologist. My son is especially reactive to smoke, causing him lung irritation, coughing, wheezing, mucous production, lung infections and a decreased tolerance to all other lung irritants. In the past six months, his health has drastically deteriorated and continues to sharply decline.

In our area, backyard fires are almost constant. On every block surrounding us, there are at least 4 homes that have large backyard fires at least once a week that on average last 4 - 6 hours as they drink. Two individuals, just three and four houses from our home have at least two, 4-6 hour fires every week. Most people in our area do not purchase wood, but rather stockpile massive quantities of free wood that is scavenged from trees being cut down. Many people, including those three and four houses away have piles of wood that span the entire length of property and reach up to the top of the six foot fence. One individual, two blocks away was given an entire tree of wood from a neighbour and, as he doesn't work, began burning from 9am until 2am, polluting the air all day every day. In every direction, we are surrounded by people that regularly burn, so regardless of the wind direction, we are inundated with smoke. If it is someone within a one block radius, it does not matter which direction the wind it is in, it still floods our property. We cannot use our backyard, walk down the street and despite our doors and windows being closed, it steadily and increasingly builds inside our home.

There is no limitation on the amount of time for which an individual can burn wood on their property, the time of day, the number of times a week. This allows for unlimited hours of burning, all day, every day of the week. While the current bylaws allow for the fire department to request that a particular individual extinguished for a single evening, if the person calling has a pre-existing medical condition, those same people can have another backyard fire, the very next day. Although that individual is asked not to have another fire that evening, anyone else in the neighbourhood, including people even closer to your home can.

The present fire-pit bylaws place the responsibility on that individual to "police" their own community. Unsurprisingly, this responsibility leads to the individual and his/her family to be ostracized within the community and often become targeted for acts of aggression. People that use fire pits so

irresponsibly with no consideration for the health and safety of others, which is common, are those who will refuse to willingly refrain from backyard fires, regardless of the effect on the health of those surrounding them. These people are also those who will be angered and resentful by having their "right to have fires" be denied because of what they perceive to be as one individual. The more times that the fire department arrives at their home to ask that they extinguish it for that evening. For example, I have explained my son's health condition to people within the community and how wood smoke from their fires were affecting his health and have been told by one who was burning wood for eight hours a day, "I hear what you are saying about your son and I hate to say that I don't care...but I just don't care." Another man, three houses away, that I explained the effects to as he attempted to remove treated wood from our yard had another fire just two hours later that flooded the entire block with thick clouds of smoke. Subsequent to the fire department repeatedly forcing him to extinguish his fires, he wrote a letter, delivered to every home across two blocks, stating that he had, "a legal right based on the city bylaws." The more frequently that the fire department visits their homes, the more angered, resentful and determined to burn they will be. After my child being hospitalized and regularly calling, the fires in our area have been more frequent, our home has been vandalized with graffiti, large rocks have been thrown at our windows in the middle of the night, our dog has been poisoned and we have had people screaming in front of our house immediately following another visit from the fire department, just from me calling when my son's condition is so severe that he is choking and needs to be taken to the Emergency Room, which is often. Upon requesting assistance from a previously supportive neighbour whose own son had suffered from severe asthma as a child stated, "we all pay our taxes and so we all have a right to have fires". This is the typical response that I have received. Moving does not insure protection as all it takes is one individual to move within your area that is irresponsible and inconsiderate. As the level of smoke within the home steadily increases, our home, like our area, resembles a campground and my son's symptoms exponentially increase. I regularly have to call each of our relatives and friends, attempting to find a place for my child to experience an hour's reprieve. I have done everything I can to prevent the smoke from entering our home, but as the Canadian Lung Association states, "Closing doors and windows will not help. Smoke can easily waft through small cracks and holes, polluting your indoor air as well as the outdoor air". The effects of such exposures are not limited to immediate health. My son coughs up phlegm throughout the night and the next day. He has chronic lung infections, including bronchitis and pneumonia, due to the mucous buildup and lung damage decreasing his ability to fight infection. These effects increase every evening that the fires continue. As the lung irritation from wood smoke decreases lung capacity and the ability of the lungs to resist infection, my son has difficulty actively playing with other children, eventually resulting in exclusion and social isolation. He is no longer able to be in extracurricular sports, dramatically diminishing his ability to create new relationships with children in the area and to benefit from the social skills, confidence and sense of belonging. The Canadian Asthma Society reports that asthma flare-ups are the leading cause of absenteeism from school for children. The days that he is capable of attending school, my son is so exhausted from waking throughout the night from coughing and pain that he has difficulty paying attention in school. While viciously coughing up mucous and sobbing, he has pleaded with me to, "make them put it out". Without the exposures to smoke, he is a happy, vibrant, bright, energetic and extremely active child.

The Canadian Lung Association "recommends that you don't burn wood in residential setting" due to the hazardous particulate matter and volatile organic compounds in wood smoke that causes respiratory distress, illness/disease and damages lungs to the extent that it can result in death and has formed a Coalition against backyard fire pits. Health Canada and the Environmental Health Agency provide strong warnings about the health effects from air pollution entering surrounding homes caused by single wood burning stoves, let alone the pollution caused by multiple, large, open fires in backyards within the close living quarters and densely populated city limits. The Canadian Lung Association and Health Canada explain that the particles and gases released by wood smoke

are not only known to cause respiratory and heart problems, they are known to be toxic and carcinogenic, many of which are the same as those released in cigarette smoke. The Canadian Lung Association, The Environmental Protection Agency and Health Canada have stated that the fine particulate matter from woodburning not only exacerbate, but can cause asthma, bronchitis, reduced lung function and early mortality, with children and people with lung disease being the most vulnerable. Children are the most vulnerable as their lungs are not fully developed, they breathe more quickly than adults and their livers are unable to process and rid the body of toxins as quickly as adults. One can imagine how susceptible children with lung disease are to these severe health effects.

I sincerely hope that this letter will help to create an understanding of the physical, social and emotional effects of allowing backyard fires have on individuals with health conditions and that, in light of this, the current bylaws allowing for backyard fires will be reconsidered. Upon discussing our experience with the Captains of a Brigade, I was told that calls such as mine come in "all the time". Unfortunately, until backyard fires are no longer legal, many people will consider this right to overrule any detrimental effects on the health of those around them, even when those suffering are children. It is my belief that the right to breathe and to live a healthy life far outweighs the right to enjoy backyard fires. Luckily for those that do enjoy fires without immediate, crippling health effects, the opportunity will remain in the numerous campgrounds and Provincial Parks surrounding Saskatoon. Those who do suffer these consequences can choose whether or not to be subjected, whereas allowing backyard fire pits within the city limits allows for any individual to make that decision for every individual in every home for blocks.

Sincerely,
Kaela Tennent

The results of this submission may be viewed at:
<https://www.saskatoon.ca/node/398/submission/67963>

Land Use Applications Received for the Period Between January 20, 2016, to February 17, 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 January 20, 2016, to February 17, 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 and

Approved by: Alan Wallace, Acting General Manager, Community Services Department

S/Reports/2016/PD/Land Use Apps/PDCS – Land Use Apps – March 7, 2016/ks

Land Use Applications Received by the Community Services Department For the Period Between January 20, 2016, to February 17, 2016

The following applications have been received and are being processed:

Condominium

- Application No. 2/16: 404 Cartwright Street (32 Units)
Applicant: George, Nicholson, Franko & Associates for
Valentino Homes Ltd.
Legal Description: Block 105B, Plan No. 102043156
Proposed Use: 32 Residential Condominium Units
Current Zoning: DCD4
Neighbourhood: The Willows
Date Received: February 9, 2016

Discretionary Use

- Application No. D2/16: 523 20th Street West
Applicant: Chris Knoppert
Legal Description: Lot 20, Block 21, Plan No. E5618
Proposed Use: Tavern
Current Zoning: B5C
Neighbourhood: Riversdale
Date Received: January 22, 2016
- Application No. D3/16: 119 J.J. Thiessen Crescent
Applicant: Emina and Goran Jelisavic
Legal Description: Lot 5, Block 928, Plan No. 78S15186
Proposed Use: Personal Care Home
Current Zoning: R1A
Neighbourhood: Silverwood Heights
Date Received: January 29, 2016

Official Community Plan

- Amendment No. OCP 5/16: 602 - 604 64th Street and 603 - 641 66th Street
Applicant: Saskatoon Land
Legal Description: Lots 1 to 12, Block 944, Plan No. 102197729
Proposed Use: To Accommodate the Sale of Light Industrial Parcels
Current Land Use Designation: Heavy Industrial
Proposed Land Use Designation: Light Industrial
Neighbourhood: Marquis Industrial
Date Received: January 21, 2016

Official Community Plan

- Amendment No. OCP 11/16: Annexed Lands
Applicant: City of Saskatoon Planning and Development
Legal Description: Various
Proposed Use: Residential Development
Current Land Use Designation: Under Control of Corman Park-Saskatoon Planning District Official Community Plan
Proposed Land Use Designation: Urban Holding Area, Special Use Area, and Industrial
Neighbourhood: Holmwood, University Heights, North and Northwest Development Areas, and Marquis Industrial
Date Received: February 3, 2016

Rezoning

- Application No. Z6/16: 602 - 640 64th Street and 603 - 641 66th Street
Applicant: Saskatoon Land
Legal Description: Lots 1 to 12, Block 944, Plan No. 102197729
Proposed Use: To Accommodate the Sale of Light Industrial Parcels
Current Zoning: IH
Proposed Zoning: IL1
Neighbourhood: Marquis Industrial
Date Received: January 21, 2016
- Application No. Z9/16: Baltzan Boulevard/Orban Way/Payne Bend
Applicant: Saskatoon Land
Legal Description: Parcels BB, XX, and YY, Plan to be registered
Proposed Use: To Provide for Commercial and Mixed-Use Development in the Evergreen District Village, Consistent with the Concept Plan
Current Zoning: R1A and FUD
Proposed Zoning: B4MX and B4A
Neighbourhood: Evergreen
Date Received: January 29, 2016
- Application No. Z10/16: McOrmond Drive/Highway 5
Applicant: Dream Developments
Legal Description: Parcel B, Plan No. 102194459, ext. 0 and Parcel E, Plan No. 102194459, ext. 0
Proposed Use: To Provide for District Commercial Development in the Brighton Neighbourhood, Consistent with the Concept Plan
Current Zoning: B4H
Proposed Zoning: B4
Neighbourhood: Brighton
Date Received: January 29, 2016

Subdivision

- Application No. 5/16 : 3065 Preston Avenue South
Applicant: Webb Surveys for
Circle Drive Senior Citizens Home Inc.
Legal Description: Part of Parcel F, Plan No. 78S27733 and
Parcel X, Plan No. 86S51321
Proposed Use: To Consolidate Part of Parcel F with Parcel X so
Leased Parking Area is Included with their Current
Holdings
Current Zoning: M3
Neighbourhood: Stonebridge
Date Received: January 22, 2016
- Application No. 6/16: 717 4th Avenue North
Applicant: Altus Geomatics for Andrew Benjamin Machnee
Legal Description: Lots 22 and 23, Block 8, Plan No. F1418
Proposed Use: To Create Separate Titles for a Two-Unit Dwelling
Current Zoning: R2
Neighbourhood: City Park
Date Received: January 25, 2016
- Application No. 7/16: Central Avenue between Garvie Road and
Agra Road
Applicant: CIMA Geomatics Land Surveying Inc. for
City of Saskatoon
Legal Description: Part of Parcel A, Plan No. 86S45475
Proposed Use: Transfer of Land to the City of Saskatoon
for Road-Use Purposes
Current Zoning: DAG1
Neighbourhood: University Heights Sector Plan
Date Received: January 22, 2016
- Application No. 8/16: Central Avenue between Garvie Road and
Agra Road
Applicant: CIMA Geomatics Land Surveying Inc. for
City of Saskatoon
Legal Description: Parcel 3 and MB5, Block 279, Plan No. 101907592
Proposed Use: Transfer of Land to the City of Saskatoon
for Road-Use Purposes
Current Zoning: DAG1
Neighbourhood: University Heights Sector Plan
Date Received: January 22, 2016

Subdivision

- Application No. 9/16: Central Avenue between Garvie Road and Agra Road
Applicant: CIMA Geomatics Land Surveying Inc. for City of Saskatoon
Legal Description: Part LS 12, 24-37-5 W3M
Proposed Use: Transfer of Land to the City of Saskatoon for Road-Use Purposes
Current Zoning: DAG1
Neighbourhood: University Heights Sector Plan
Date Received: January 22, 2016
- Application No. 10/16: Central Avenue between Garvie Road and Agra Road
Applicant: CIMA Geomatics Land Surveying Inc. for City of Saskatoon
Legal Description: Parcel CC, Plan No. 102102725
Proposed Use: Transfer of Land to the City of Saskatoon for Road-Use Purposes
Current Zoning: DAG1
Neighbourhood: University Heights Sector Plan
Date Received: January 22, 2016
- Application No. 11/16: Central Avenue between Garvie Road and Agra Road
Applicant: CIMA Geomatics Land Surveying Inc. for City of Saskatoon
Legal Description: Part of Parcel A, Plan No. 65S22382; Parcel B, Plan No. 101392354; and Parcel C, Plan No. 101392680
Proposed Use: Transfer of Land to the City of Saskatoon for Road-Use Purposes
Current Zoning: DAG1
Neighbourhood: University Heights Sector Plan
Date Received: January 22, 2016
- Application No. 12/16: Central Avenue between Garvie Road and Agra Road
Applicant: CIMA Geomatics Land Surveying Inc. for City of Saskatoon
Legal Description: Part LS 9, 10, and 11, 23-37-5 W3M
Proposed Use: Transfer of Land to the City of Saskatoon for Road-Use Purposes
Current Zoning: DAG1
Neighbourhood: University Heights Sector Plan
Date Received: January 22, 2016

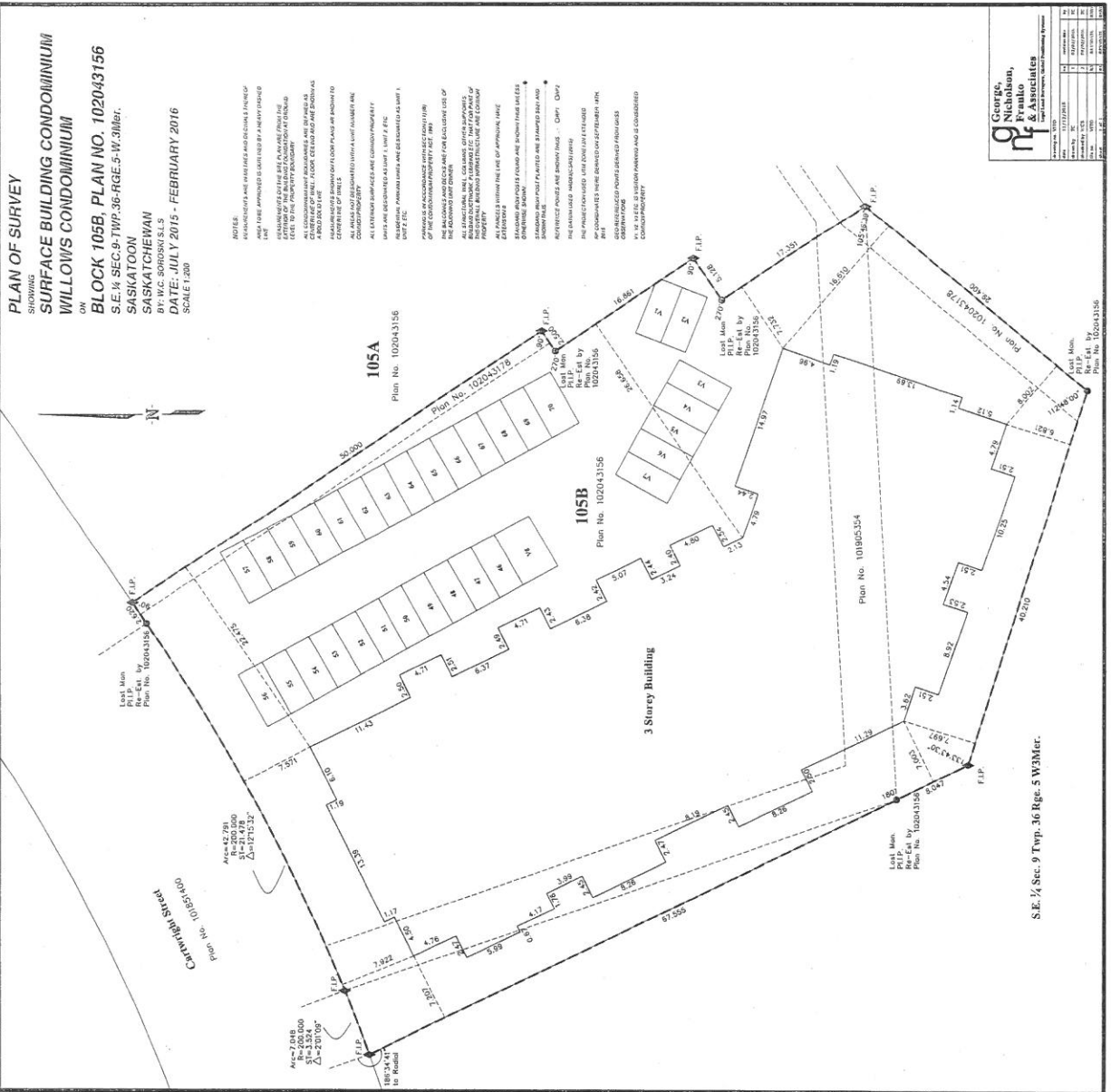
Subdivision

- Application No. 13/16: Central Avenue between Garvie Road and Agra Road
Applicant: CIMA Geomatics Land Surveying Inc. for City of Saskatoon
Legal Description: Part SE ¼, 11-37-5 W3M and Parcel B, Plan No. 76S21090
Proposed Use: Transfer of Land to the City of Saskatoon for Road-Use Purposes
Current Zoning: DAG1
Neighbourhood: University Heights Sector Plan
Date Received: January 22, 2016
- Application No. 14/16: 3206 11th Street West
Applicant: Webb Surveys for Northridge Developments Corp.
Legal Description: Part Parcel E, Plan No. 102080225
Proposed Use: Proposed Multi-Family Development
Current Zoning: RM4
Neighbourhood: Montgomery Place
Date Received: February 10, 2016
- Application No. 15/16: Marquis Drive/Wanuskewin Road
Applicant: CIMA Geomatics Land Surveying Inc. for City of Saskatoon
Legal Description: Part of Parcel A, Plan No. 63S09313
Proposed Use: Transfer of Land to the City of Saskatoon for Road-Use Purposes
Current Zoning: DAG1
Neighbourhood: University Heights Sector Plan
Date Received: February 16, 2016
- Application No. 16/16-1; 16/16-2: Marquis Drive/Wanuskewin Road
Applicant: CIMA Geomatics Land Surveying Inc. for City of Saskatoon
Legal Description: Parcel B, Plan No. 63S17126; MB1, Plan No. 101876092; Road Plan 65S07195; and Road Allowance
Proposed Use: Transfer of Land to the City of Saskatoon for Road-Use Purposes; Creation of Municipal Reserve and Access Parcel
Current Zoning: DAG1
Neighbourhood: University Heights Sector Plan
Date Received: February 16, 2016

Attachments

1. Plan of Proposed Condominium No. 2/16
2. Plan of Proposed Discretionary Use D2/16
3. Plan of Proposed Discretionary Use D3/16
4. Plan of Proposed Official Community Plan Amendment No. OCP 5/16
5. Plan of Proposed Official Community Plan Amendment No. OCP 11/16
6. Plan of Proposed Rezoning No. Z6/16
7. Plan of Proposed Rezoning No. Z9/16
8. Plan of Proposed Rezoning No. Z10/16
9. Plan of Proposed Subdivision No. 5/16
10. Plan of Proposed Subdivision No. 6/16
11. Plan of Proposed Subdivision No. 7/16
12. Plan of Proposed Subdivision No. 8/16
13. Plan of Proposed Subdivision No. 9/16
14. Plan of Proposed Subdivision No. 10/16
15. Plan of Proposed Subdivision No. 11/16
16. Plan of Proposed Subdivision No. 12/16
17. Plan of Proposed Subdivision No. 13/16
18. Plan of Proposed Subdivision No. 14/16
19. Plan of Proposed Subdivision No. 15/16
20. Plan of Proposed Subdivision No. 16/16-1; 16/16-2

Sheet 1 of 5

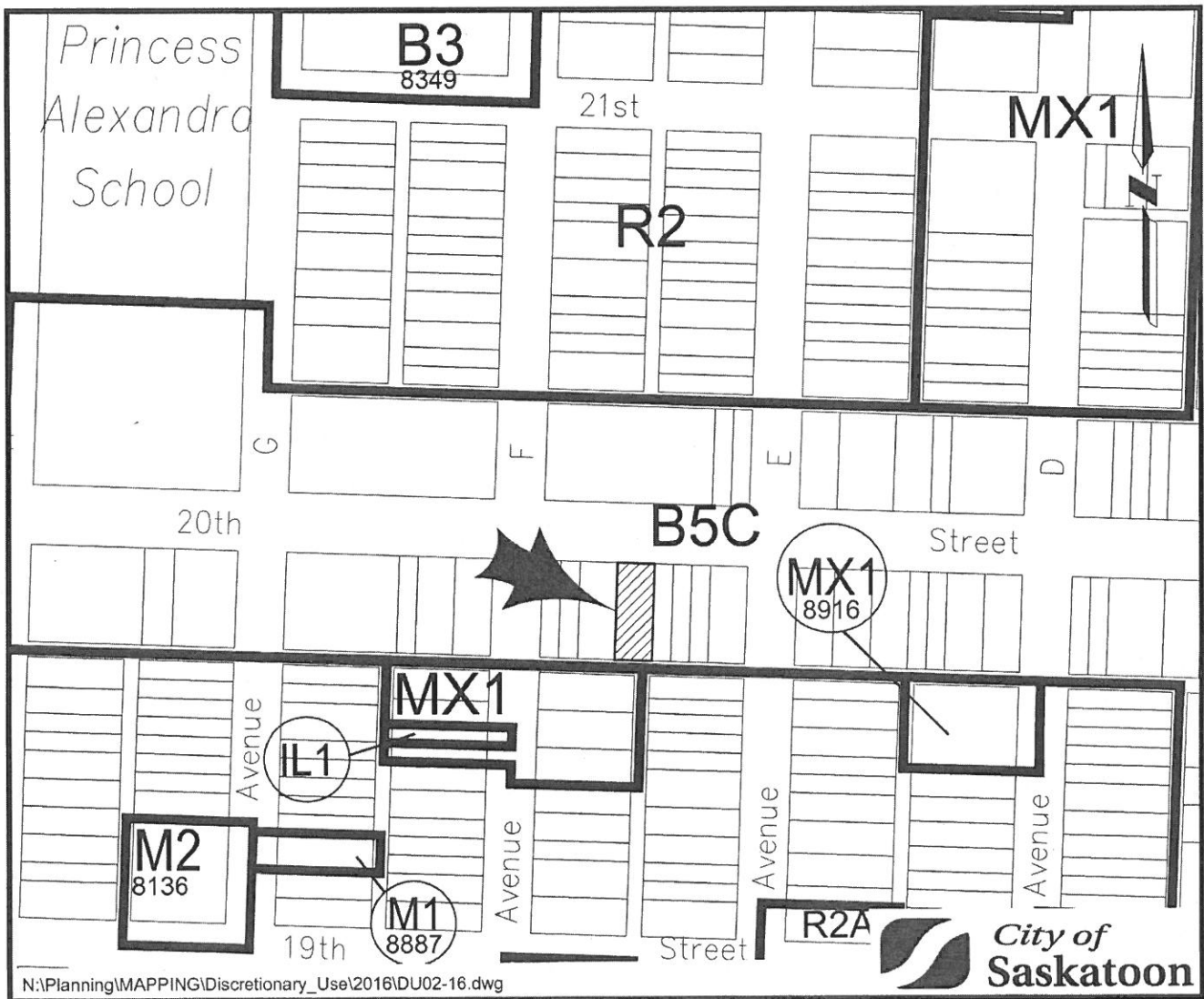


PLAN OF SURVEY
 SHOWING
SURFACE BUILDING CONDOMINIUM
WILLOWS CONDOMINIUM
 ON
BLOCK 105B, PLAN NO. 102043156
 S.E. ¼ SEC. 9 TWP. 36 RGE. 5 W. 3 Mer.,
 SASKATCHEWAN
 BY: W.C. SORDSKI S.L.S.
 DATE: JULY 2015 - FEBRUARY 2016
 SCALE 1:200

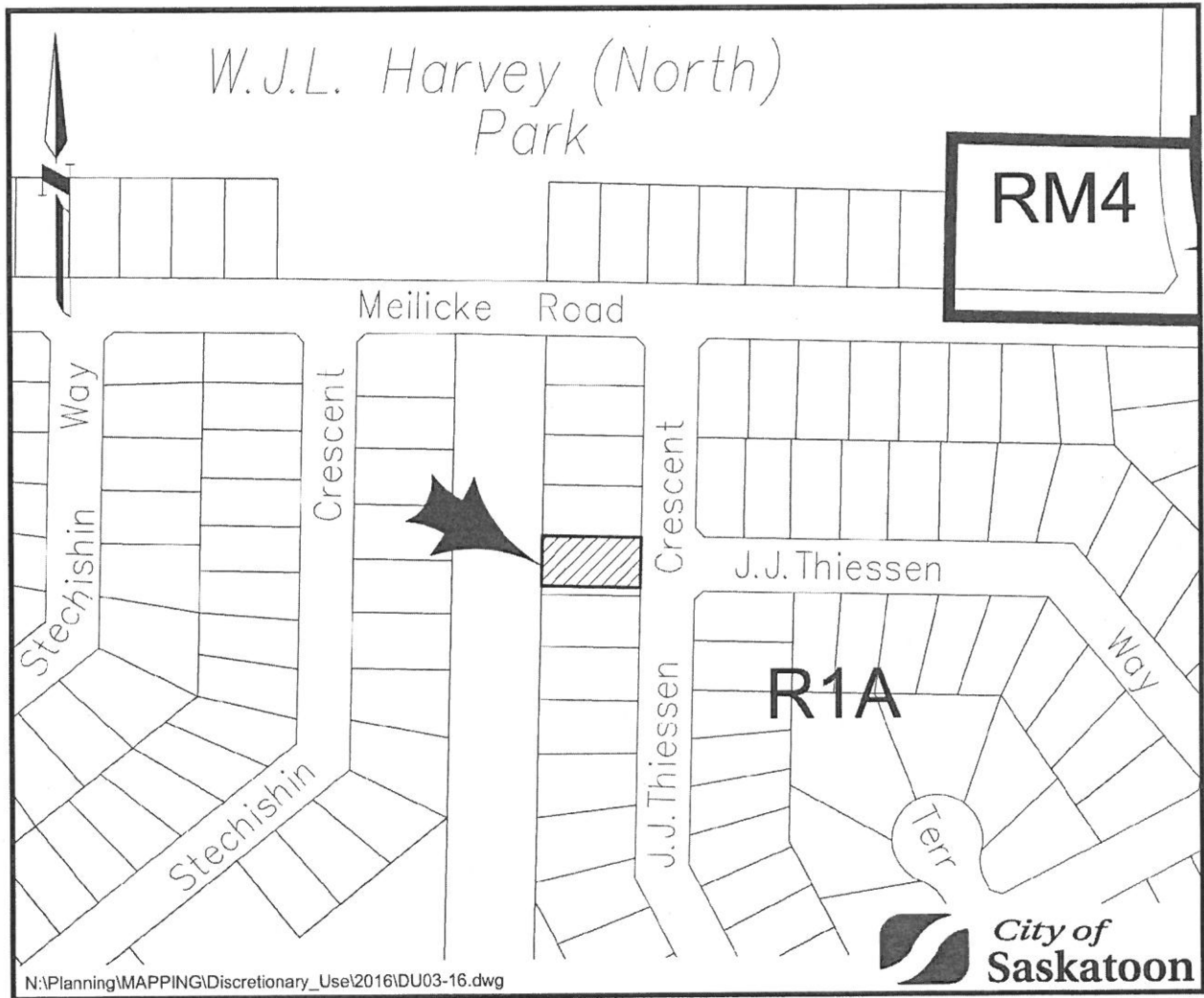
- NOTES:**
1. ADJACENT LOTS ARE SHOWN AND BEING SURVEYED BY THIS APPROVED SURVEYOR BY A SEPARATE PLAN.
 2. EXISTING SURVEY DATA IS SHOWN FOR REFERENCE ONLY AND IS NOT TO BE RELIED UPON FOR ANY PURPOSES.
 3. ALL DIMENSIONS ARE IN METERS UNLESS OTHERWISE SPECIFIED.
 4. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE SPECIFIED.
 5. ALL DIMENSIONS ARE TO CENTER LINE UNLESS OTHERWISE SPECIFIED.
 6. ALL DIMENSIONS ARE TO THE CENTER LINE OF THE ROAD UNLESS OTHERWISE SPECIFIED.
 7. ALL DIMENSIONS ARE TO THE CENTER LINE OF THE RAILROAD UNLESS OTHERWISE SPECIFIED.
 8. ALL DIMENSIONS ARE TO THE CENTER LINE OF THE CANAL UNLESS OTHERWISE SPECIFIED.
 9. ALL DIMENSIONS ARE TO THE CENTER LINE OF THE DRAINAGE CANAL UNLESS OTHERWISE SPECIFIED.
 10. ALL DIMENSIONS ARE TO THE CENTER LINE OF THE UTILITY LINE UNLESS OTHERWISE SPECIFIED.
 11. ALL DIMENSIONS ARE TO THE CENTER LINE OF THE POWER LINE UNLESS OTHERWISE SPECIFIED.
 12. ALL DIMENSIONS ARE TO THE CENTER LINE OF THE TELEPHONE LINE UNLESS OTHERWISE SPECIFIED.
 13. ALL DIMENSIONS ARE TO THE CENTER LINE OF THE GAS LINE UNLESS OTHERWISE SPECIFIED.
 14. ALL DIMENSIONS ARE TO THE CENTER LINE OF THE WATER MAIN UNLESS OTHERWISE SPECIFIED.
 15. ALL DIMENSIONS ARE TO THE CENTER LINE OF THE SEWER MAIN UNLESS OTHERWISE SPECIFIED.

George Nicholson, Franko & Associates
 1011 11th Street, Saskatoon, Saskatchewan S7N 3K3
 Phone: (306) 244-1111
 Fax: (306) 244-1112
 Email: info@gnf.ca

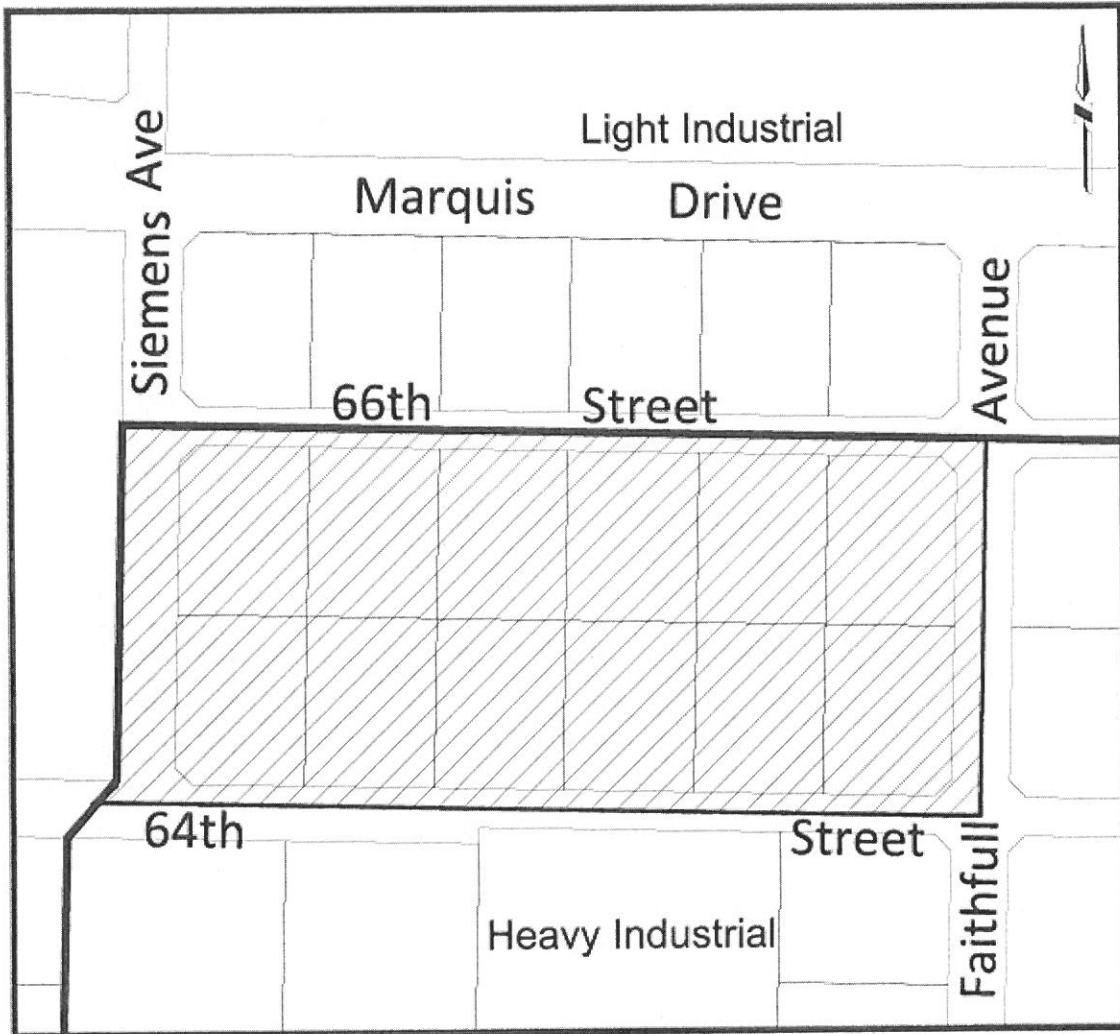
NO.	DATE	DESCRIPTION
1	2015-07-01	PLAN OF SURVEY
2	2015-07-01	PLAN OF SURVEY
3	2015-07-01	PLAN OF SURVEY
4	2015-07-01	PLAN OF SURVEY
5	2015-07-01	PLAN OF SURVEY
6	2015-07-01	PLAN OF SURVEY
7	2015-07-01	PLAN OF SURVEY
8	2015-07-01	PLAN OF SURVEY
9	2015-07-01	PLAN OF SURVEY
10	2015-07-01	PLAN OF SURVEY
11	2015-07-01	PLAN OF SURVEY
12	2015-07-01	PLAN OF SURVEY
13	2015-07-01	PLAN OF SURVEY
14	2015-07-01	PLAN OF SURVEY
15	2015-07-01	PLAN OF SURVEY



Proposed Discretionary Use D3/16



N:\Planning\MAPPING\Discretionary_Use\2016\DU03-16.dwg

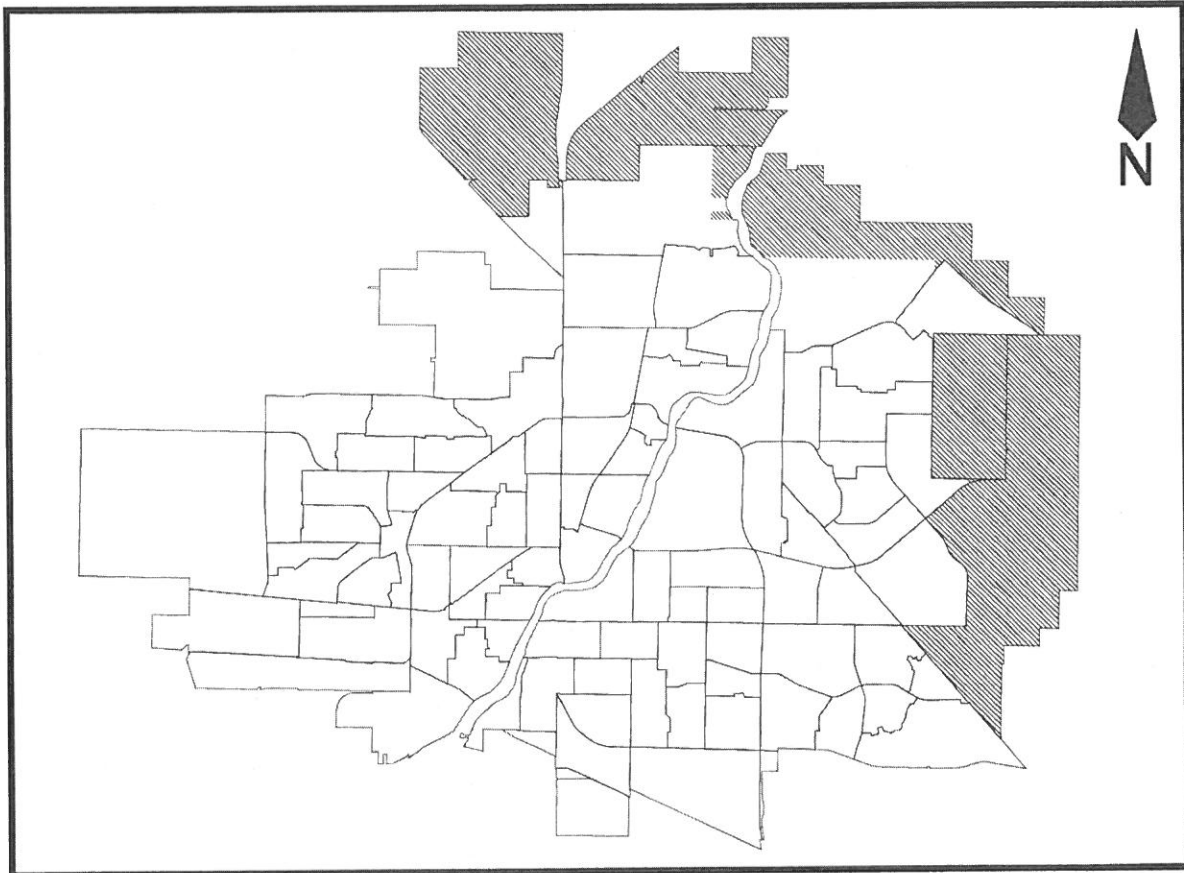


OFFICIAL COMMUNITY PLAN AMENDMENT
LAND USE MAP

 From Heavy Industrial to Light Industrial



Proposed Official Community Plan OCP 11/16



PROPOSED OFFICIAL COMMUNITY PLAN AMENDMENT
LAND USE MAP

 Proposed OCP Amendment

File No. OCP11-2016

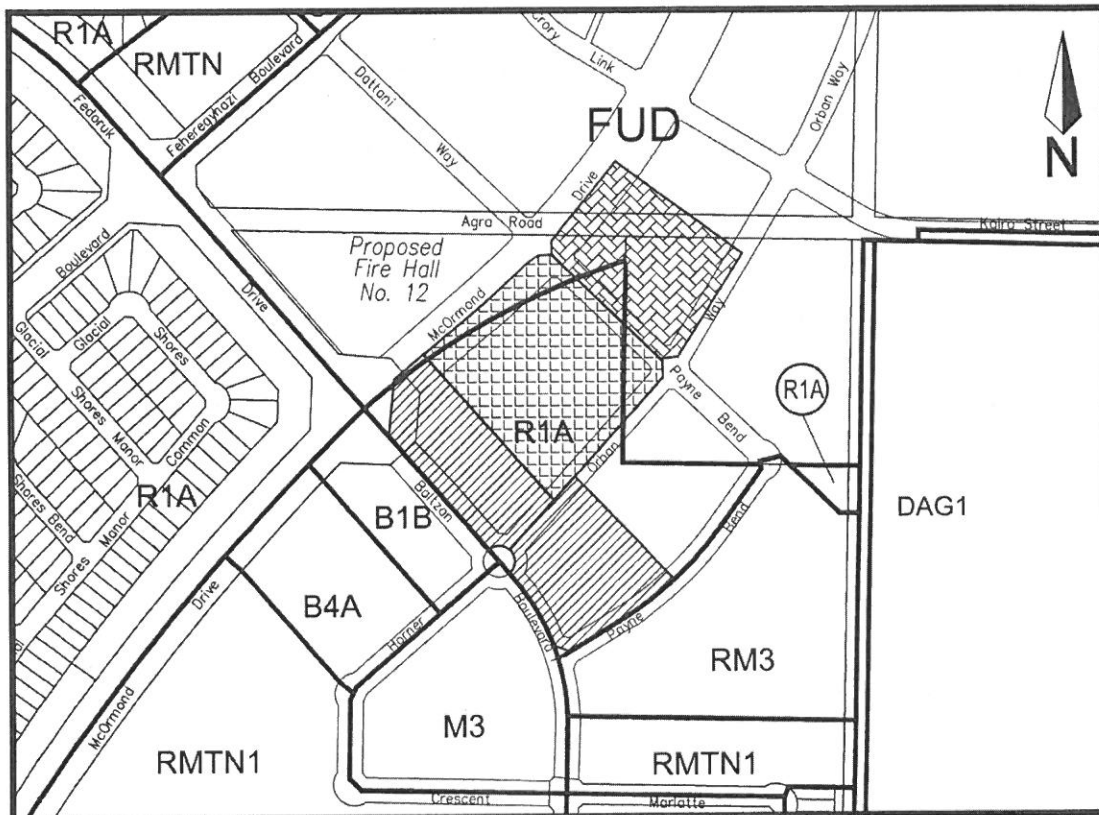


ZONING AMENDMENT

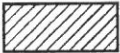

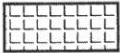
 From IH to IL1



Proposed Rezoning Z9/16

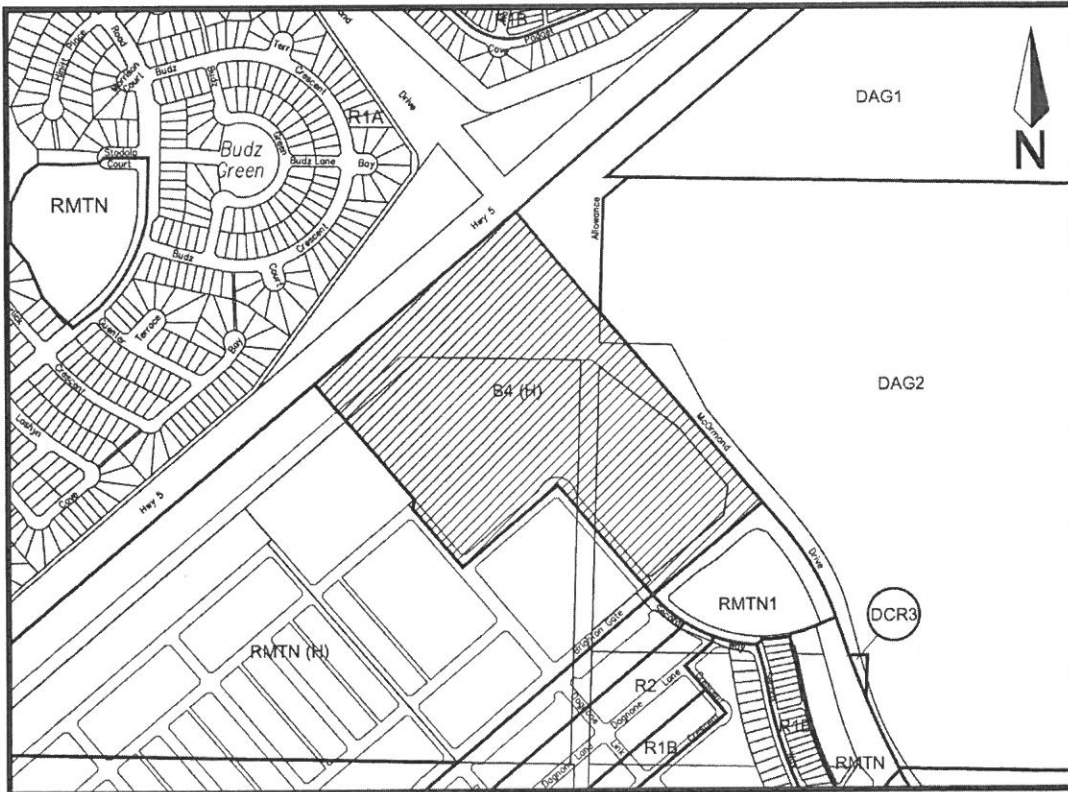


PROPOSED ZONING AMENDMENT

 From R1A to B4MX	 From FUD to B4MX
 From R1A to B4A	

File No. RZ09-2016

Proposed Rezoning Z10/16

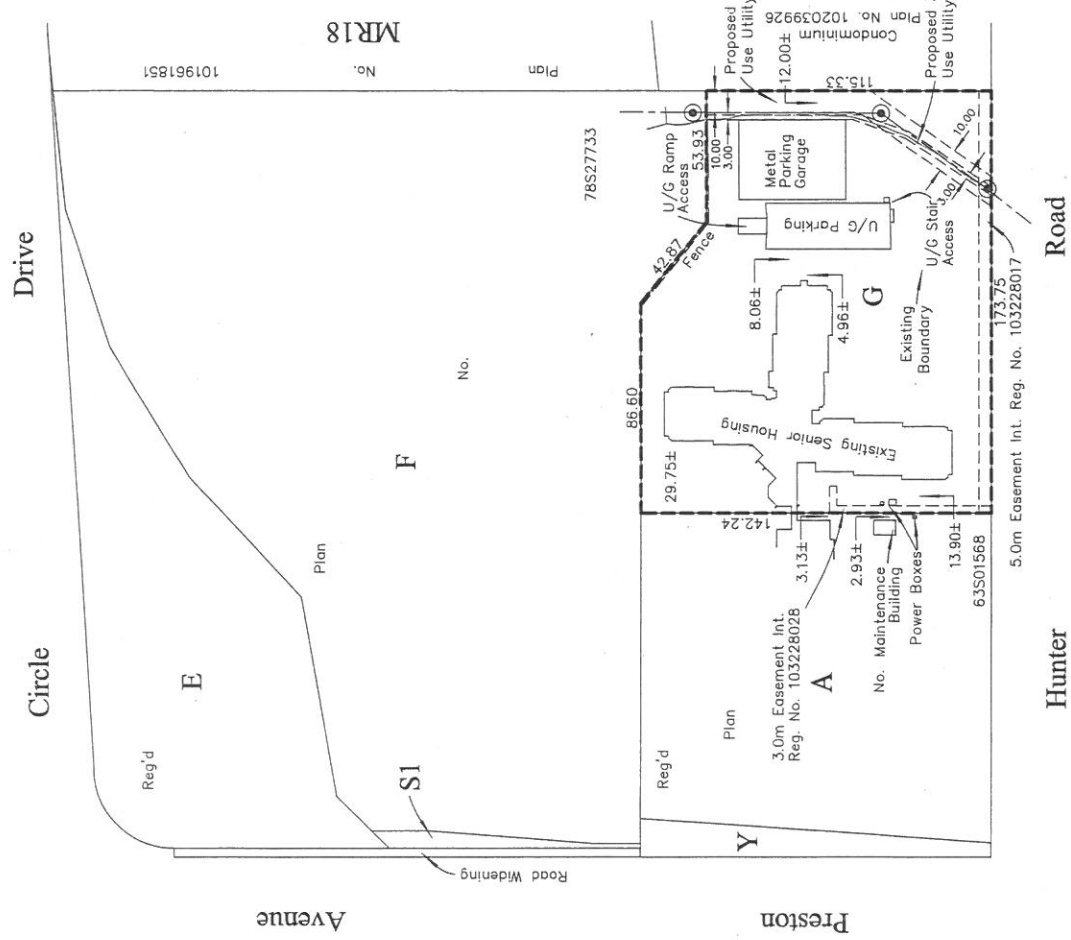


PROPOSED ZONING AMENDMENT

 From B4(H) to B4

File No. RZ10-2016

PLAN OF PROPOSED
 SUBDIVISION OF PART OF
 PARCEL F,
 REG'D PLAN NO. 78S27733 &
 PARCEL X,
 REG'D PLAN NO. 86S51321
 S.W. 1/4 SEC. 14
 TWP. 36, RGE. 5, W. 3RD MER.
 3065 PRESTON AVENUE
 SASKATOON, SASKATCHEWAN
 BY B.J. LUEY, S.L.S.
 SCALE 1:2000



- Legend**
- O/H lines
 - Buried Electric
 - Power pole
 -

Dimensions shown are in metres and decimals thereof.
 Portion of this plan to be approved is outlined with a bold, dashed line and contains 2.28± ha (5.64± ac).
 Distances shown are approximate and may vary from the final plan of survey by ± 0.5 m

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

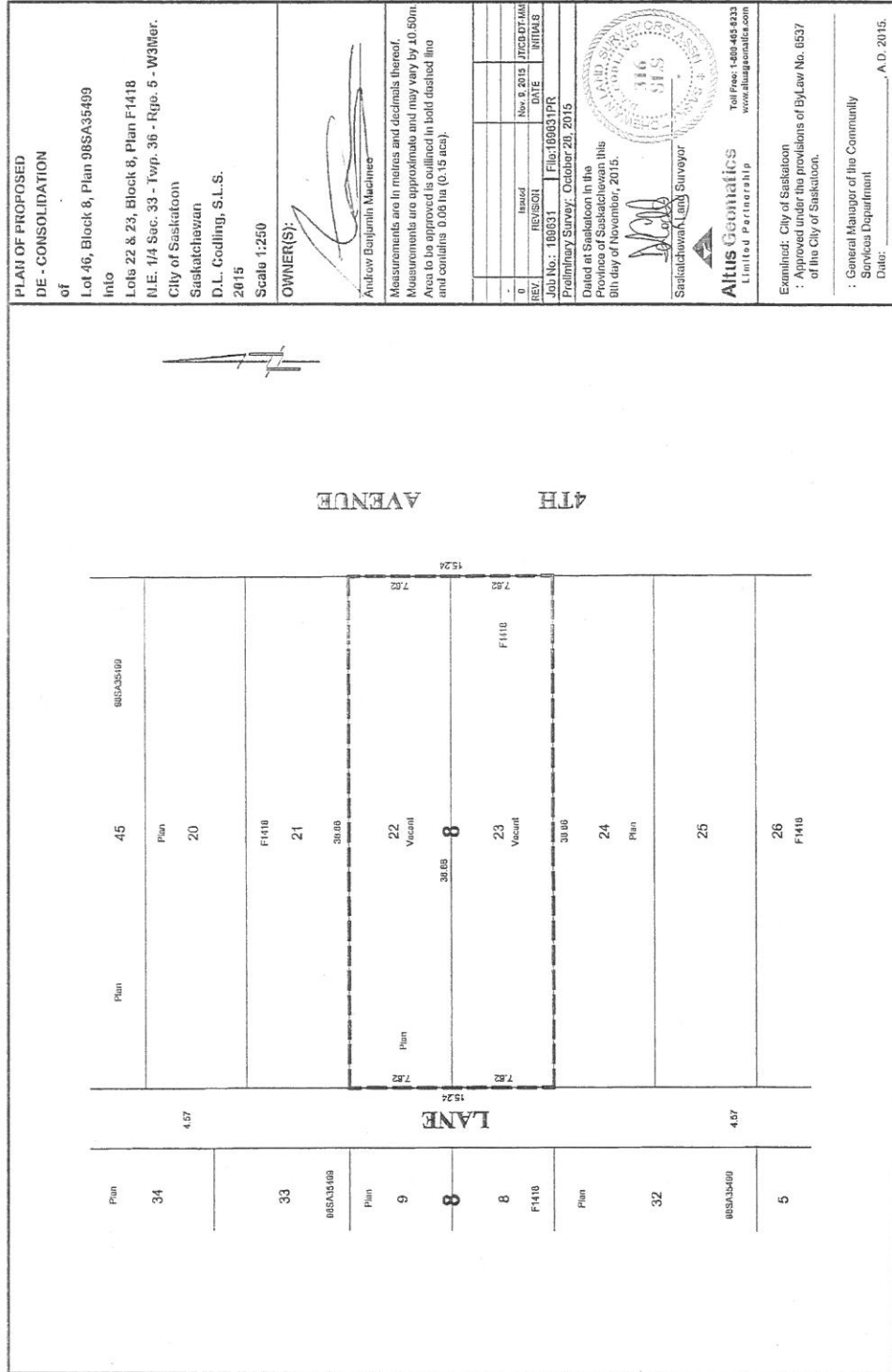
Director of Planning & Development Division

Date

B. Luey
 B.J. Luey January 18th, 2016
 Saskatchewan Land Surveyor

Prepar

 © 2
 15-2884±



PLAN OF PROPOSED DE - CONSOLIDATION

of
 Lot 46, Block 8, Plan 98SA35499
 Info
 Lots 22 & 23, Block 8, Plan F1418
 N.E. 1/4 Sec. 33 - Twp. 36 - Rge. 5 - W3Mer.
 City of Saskatoon
 Saskatchewan
 D.L. Codling, S.L.S.
 2015
 Scale 1:250

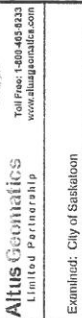
OWNER(S):
 Andrew Benjamin Machine

Measurements are in metres and decimals thereof.
 Measurements are approximate and may vary by 40.50m.
 Area to be approved is outlined in bold dashed line
 and contains 0.08 ha (0.15 ac).

REV.	REVISION	DATE	INITIALS
0	Issued	Nov. 9, 2015	JTC/DT/MAR

Job No.: 189931
 File: 189931.PPR
 Preliminary Survey: October 20, 2015

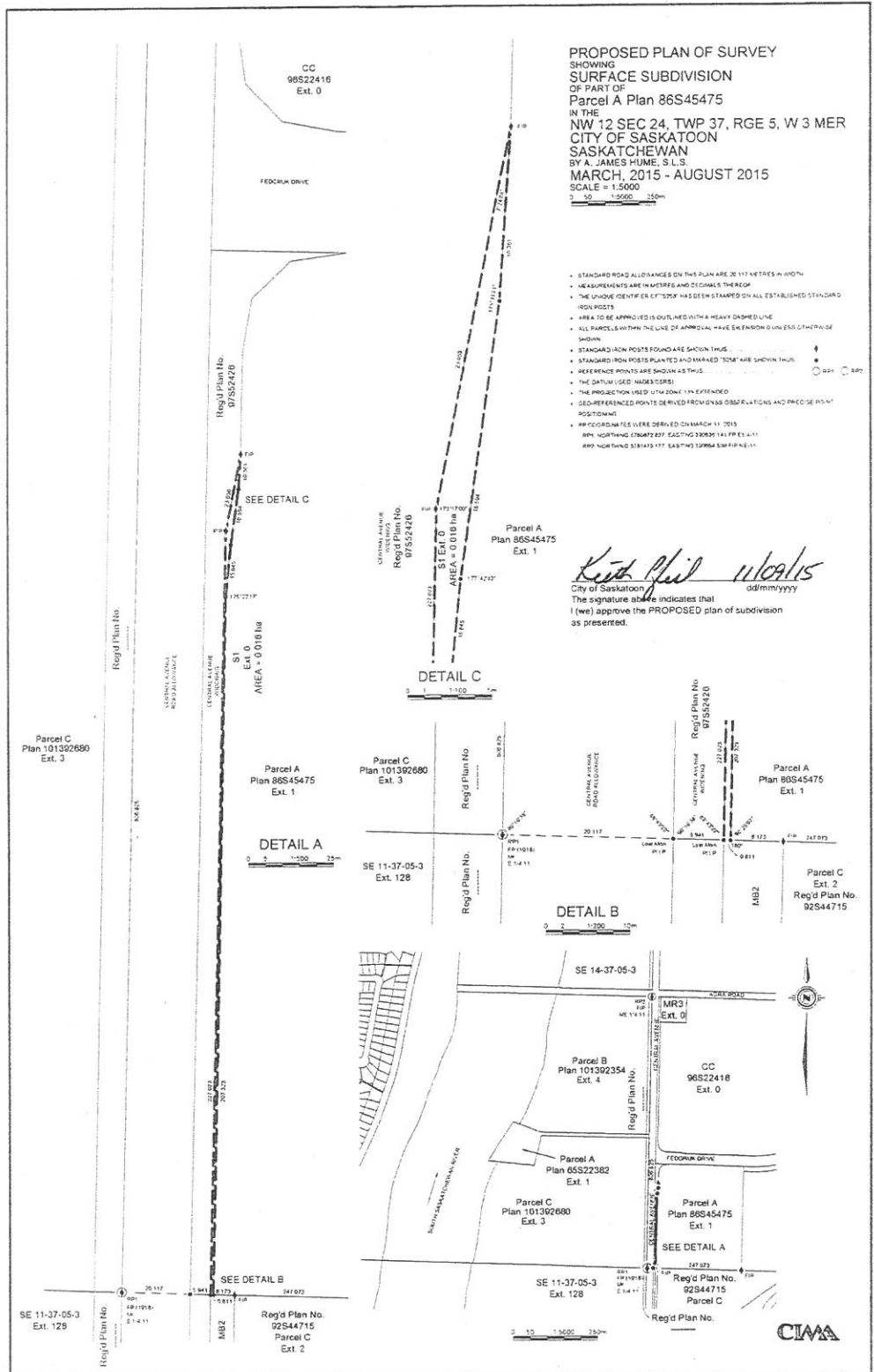
Dated at Saskatoon in the
 Province of Saskatchewan this
 8th day of November, 2015.

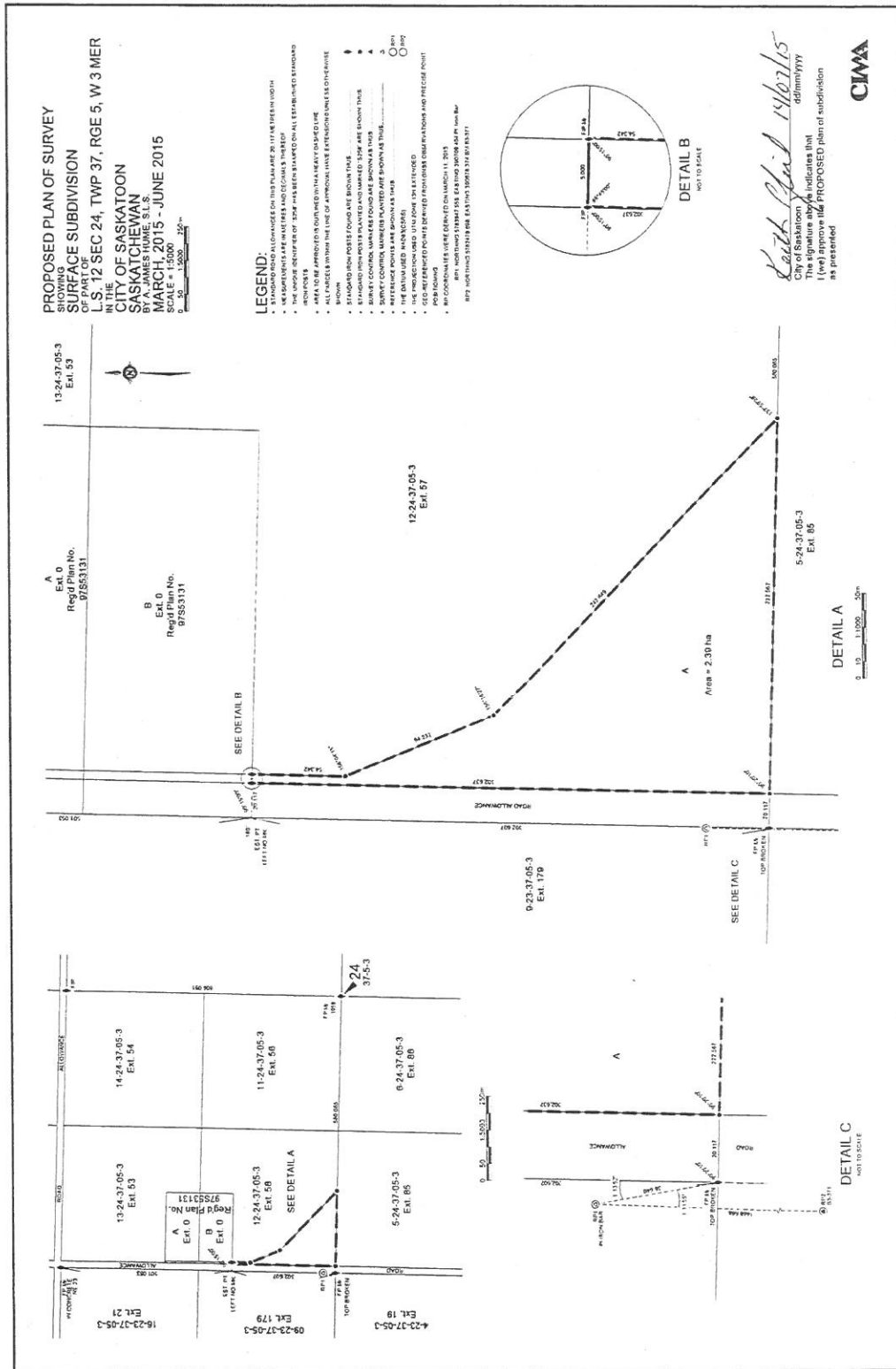


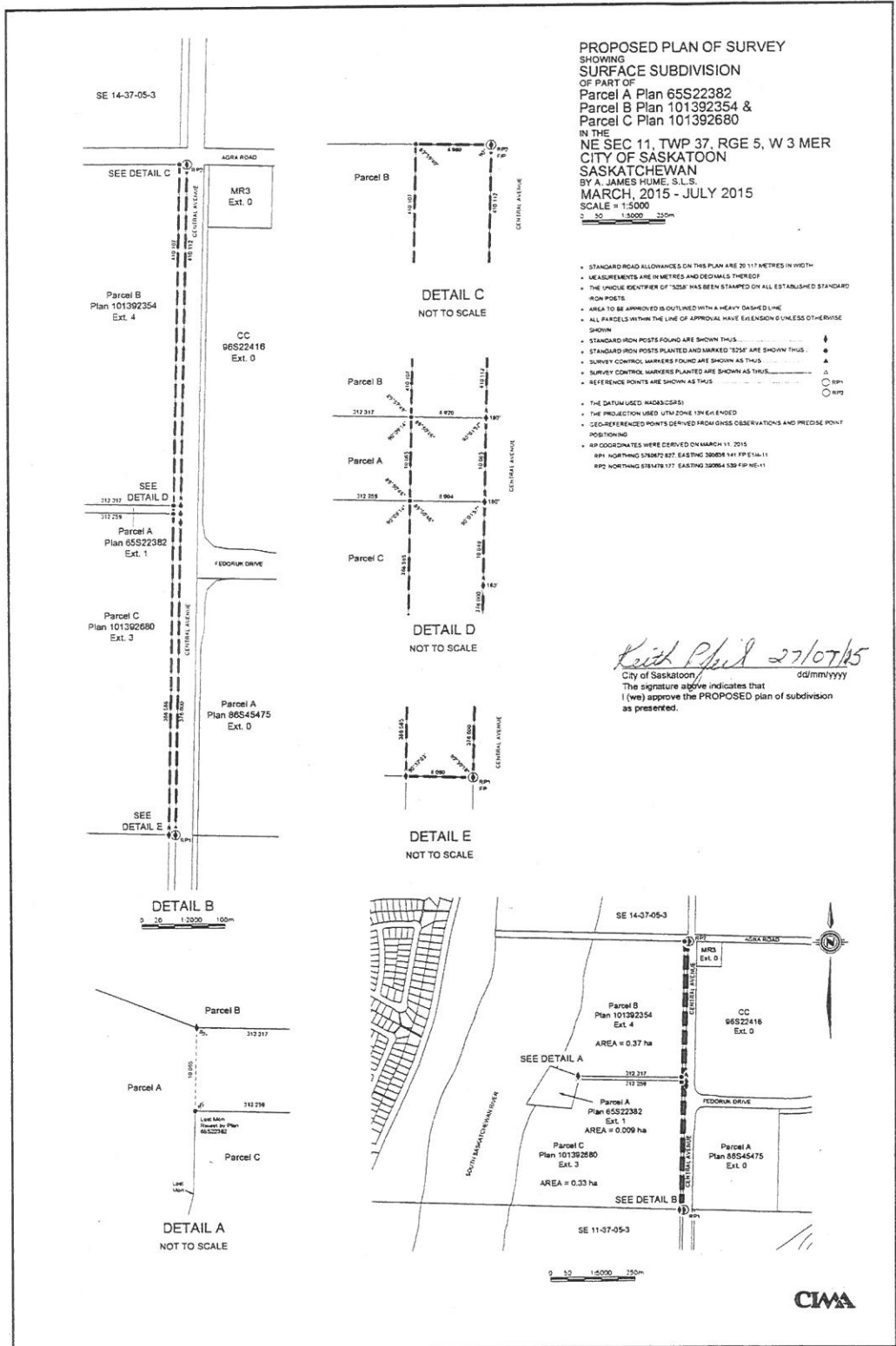
Saskatchewan Land Surveyor
Altis Geomatics
 Limited Partnership
 Toll Free: 1-800-463-8233
 www.altisgeomatics.com

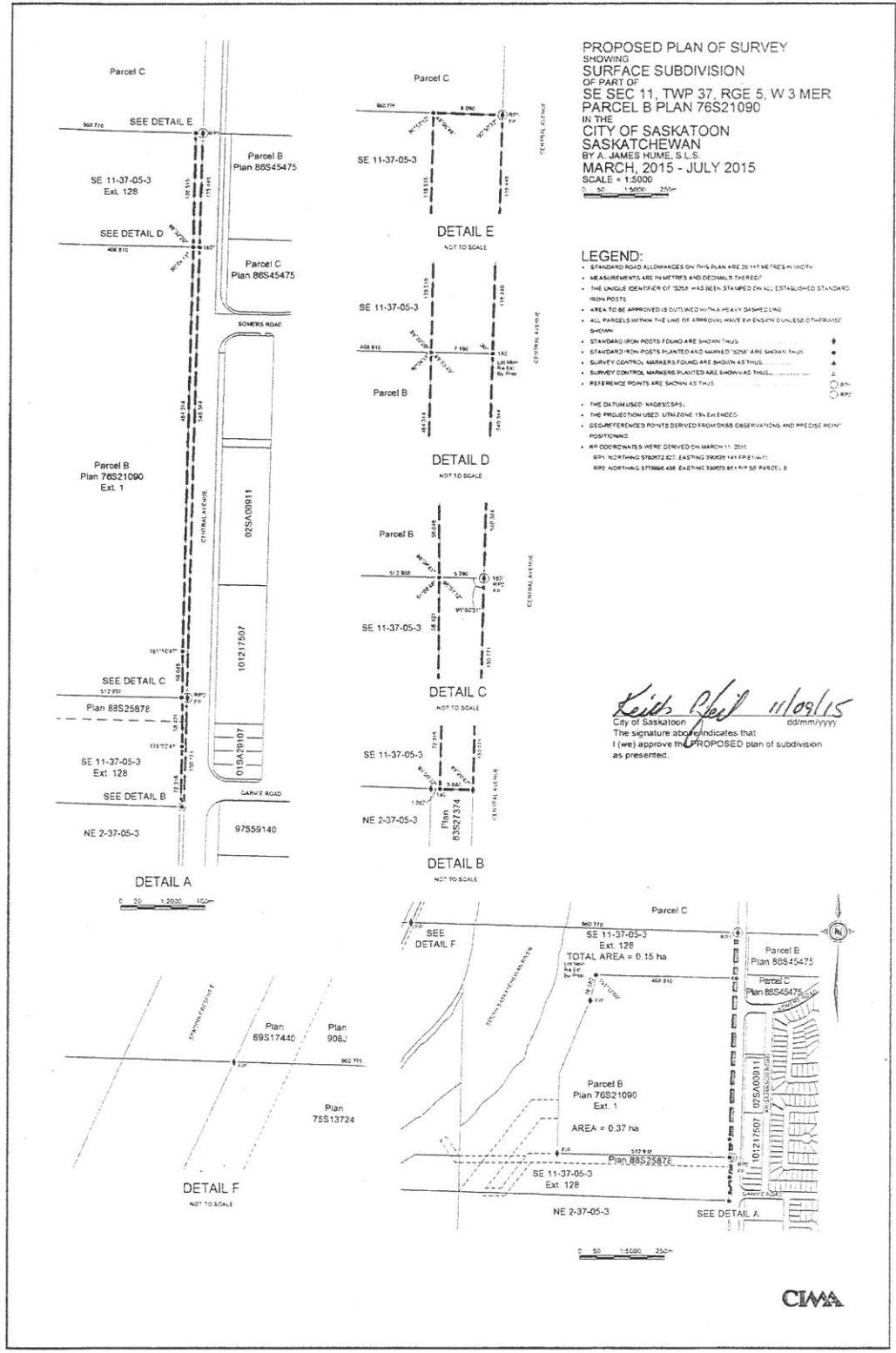
Examined: City of Saskatoon
 : Approved under the provisions of By-Law No. 6537
 of the City of Saskatoon.
 : General Manager of the Community
 Services Department
 Date: _____, A.D. 2015.

Proposed Subdivision No. 7/16









PLAN OF PROPOSED
SUBDIVISION OF
PART OF PARCEL E,
PLAN NO 102080225
SE 1/4 SEC 25-36-6-3
SASKATOON, SASK.
SCALE 1:2000

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

Director of Planning and Development
Division

Date

T.R. Webb February 5, 2016
Saskatchewan Land Surveyor

Seal

Dimensions shown are in metres and decimals
thereof.
Portion of this plan to be approved is outlined in
red with a bold, dashed line and contains 0.91± ha
(2.24± ac.).

Proposed 3.0 m Easements
for SaskEnergy, Saskatoon Light
& Power, SaskTel & Shaw Cable

EE

76S07221

Municipal Buffer Strip MB1 Plan No.

Reg'd Buffer Strip MB2 Plan No.

Canadian Plan No.

Reg'd Plan No.

Plan No. A 101428646

11th STREET

Reg'd Plan No. CO 4807

Pacific Railway

Plan No. 102080225

LANCASTER BOULEVARD

Plan No. 102190946

Plan No. 102184972

Plan No. 102183634

Plan No. 102204065

Plan No. 102204245

Plan No. 102184972

Plan No. 102183634

Plan No. 102190946

Plan No. 102184972

Plan No. 102204065

Plan No. 102204245

Plan No. 102184972

Plan No. 102183634

Plan No. 102190946

Plan No. 102184972

Plan No. 102204065

Plan No. 102204245

Plan No. 102184972

Plan No. 102183634

Plan No. 102190946

Plan No. 102184972

Plan No. 102204065

Plan No. 102204245

Plan No. 102184972

Plan No. 102183634

Plan No. 102190946

Plan No. 102184972

Plan No. 102204065

Plan No. 102204245

Plan No. 102184972

Plan No. 102183634

Plan No. 102190946

Plan No. 102184972

Plan No. 102204065

Plan No. 102204245

Plan No. 102184972

Plan No. 102183634

Plan No. 102190946

Plan No. 102184972

Plan No. 102204065

Plan No. 102204245

Plan No. 102184972

Prepared by
C Webb Surveys
08-1824sn CAS

Approval for Advertising – Zoning Bylaw Text Amendment - Gross Floor Area of Garage Suites

Recommendation

1. That the advertising, in respect to the proposed amendment to Zoning Bylaw No. 8770, be approved;
2. That the General Manager, Community Services Department, be requested to prepare the required notices for advertising the proposed 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 amendment to Zoning Bylaw No. 8770, to provide for a minimum allowable gross floor area for garage suites of 80 m² (861 ft²).

Report

Planning and Development is recommending an amendment to Zoning Bylaw No. 8770 (Zoning Bylaw) to provide for a minimum allowable gross floor area for a garage suite of 80 m² (861 ft²). This amendment is proposed to address concerns that there are limited options for homeowners seeking to develop a garage suite where there is a small dwelling located on a site.

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 was considered by the Municipal Planning Commission (MPC) on February 23, 2016. See Attachment 1 for the report that was considered by MPC, which provides further detail on the proposed amendment.

The Administration was to report back to City Council on this matter at their March 21, 2016 meeting. As the date to obtain advertising approval for the proposed amendment from the Standing Policy Committee on Planning, Development and Community Services is March 7, 2016, there is not sufficient time to advertise the amendment, as per Public Notice Policy No. C01-021, prior to the March 21, 2016 meeting of City Council. In this regard, the public hearing to consider the proposed text amendment will be held at the April 25, 2016 meeting of City Council.

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 Considered by MPC on February 23, 2016: Zoning Bylaw Text Amendment - Gross Floor Area of Garage Suites

Report Approval

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

S/Reports/2016/PD/PDCS – Approval for Advertising – Zoning Bylaw Text Amendment – Gross Floor Area of Garage Suites/lc

Zoning Bylaw Text Amendment - Gross Floor Area of Garage Suites

Recommendation

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

Topic and Purpose

The purpose of this report is to consider an amendment to Zoning Bylaw No. 8770 regarding the maximum gross floor area of garage suites.

Report Highlights

1. A concern was expressed in regard to the circumstance where a small dwelling is located on site, creating limited options for homeowners seeking to develop a garage suite.
2. The Administration is providing data regarding the effect the area of a dwelling has on the area of a garden or garage suite, including examples of potential configurations for a garden or garage suite on a site.
3. The Administration is recommending an amendment to Zoning Bylaw No. 8770 (Zoning Bylaw) to provide for a minimum allowable gross floor area for garage suites of 80 m² (861 ft²).

Strategic Goal

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

Background

At its May 5, 2014 meeting, City Council approved amendments to the Zoning Bylaw to allow for an alternate form of secondary suite, the garden and garage suite, when accessory to a one-unit dwelling. The Zoning Bylaw provides for garden and garage suites as a discretionary use in residential zoning districts city-wide, with discretionary use approval delegated to the Administration.

At its December 14, 2015 meeting, City Council approved amendments to the Zoning Bylaw to clarify regulations that ensure garden and garage suites are an accessory use to principal dwellings. The amendments included new definitions for garden and garage suites, clarification that the gross floor area of a garden or garage suite may not exceed that of the one-unit dwelling, and how the regulations are applied.

At this meeting, concerns were expressed that the garage area is included in the total size permitted for a garage suite. It was noted that this amendment would prohibit many properties from being able to construct a garage suite, particularly those properties with smaller houses, as the permitted size of the suite would not be practical or feasible when included with a garage.

Following discussion, City Council resolved:

“that the matter of section 5.43(14) of The Zoning Bylaw regarding the maximum gross floor area of the garage and its impact on the gross floor area calculation be referred to Administration to report to the Municipal Planning Commission and that the matter be brought back to the Council meeting to be held on March 23, 2016.”

Report

The regulations for garden and garage suites have been developed to ensure that, when developed, the suites are subordinate in area, extent, and purpose to a principal dwelling.

The area and form of garden and garage suites are also regulated by: building wall length, maximum gross floor area, building height, side wall height, step-back of second floor where permitted, on-site parking requirements, and building setbacks. The site dimensions and size of the principal dwelling also affect the form and size of garden or garage suite that can be built.

Data on Median Dwelling Size and Examples of Garden and Garage Suites in Relation to Dwelling Size

As a garden or garage suite must be smaller in size than the principal dwelling in which it is accessory to, it is important to look at the size of homes in Saskatoon. From analysis of assessment data, it was determined that the median size for a one-unit dwelling in Saskatoon is 106 m² (1,146 ft²). For pre-war neighbourhoods where a two-storey garden or garage suite is permitted, the median size for a principal dwelling is 89 m² (962 ft²). This size does not include an attached garage. It should be noted that for the purposes of garden and garage suites, an attached garage is included in the gross floor area of the principal dwelling. Data on the size of homes throughout Saskatoon is included in Table 1 in Attachment 2. Table 3 in Attachment 3 contains the distribution of the size of homes throughout Saskatoon.

As the calculation for the area permitted for a garage suite is based on the total area of the garage and suite, the size of the garage or suite will be limited by the size of the principal dwelling, including an attached garage. Examples of options for a garden and garage suite on a median site that is 12 m by 38 m (40 ft by 125 ft) containing a median dwelling size of 89 m² (962 ft²) are outlined in Table 2 in Attachment 2 and illustrated in Figure 1a, 1b, 1c, and 1d in Attachment 2.

Amendment to Permit a Minimum Size of Garage Suite

The circumstance causing concern is where a small dwelling is located on a larger site. Based on the dwelling size and site size, there may be limited options for homeowners seeking to develop a garden or garage suite. Based on the size of one-unit dwellings derived from assessment data, half of the sites in Category 1 neighbourhoods would be able to develop a garden suite to the maximum of 77 m² (828 ft²) or a garage suite of at least 86 m² (960 ft²). Twenty-two percent (2,368) of all one-unit dwelling sites in Category 1 neighbourhoods have a floor area of less than 69.8 m² (750 ft²), which would restrict the size of garden or garage suite.

Recognizing that there are limitations to the size of any accessory building on a residential site, including garden and garage suites based on the size of the principal dwelling and other site characteristics, the Administration is recommending providing for a minimum allowable size of garage suite, provided the development meets all other regulations. The Administration is recommending a minimum total garage suite size of 80 m² (861 ft²).

For illustrative and comparison purposes, a dwelling size of 69.8 m² (750 ft²) has been selected to illustrate a small house. A minimum size of 80 m² (861 ft²) would provide for a garage of 45 m² (484 ft²) with dimensions of 6.7 m by 6.7 m (22 ft by 22 ft) and a suite of 33 m² (360 ft²) with dimensions of 5.5 m by 6.0 m (18 ft by 20 ft) (see Figures 3a and 3b in Attachment 2).

The Zoning Bylaw already provides a similar regulation for detached garages. A detached garage shall have a guaranteed minimum floor area of 54 m² (581 ft²) and shall be no larger than 87 m² (936 ft²).

Best Practices from Other Western Canadian Cities

Attachment 3 provides a summary of garden and garage suite regulations and approaches from nine Western Canadian cities. The regulations differ amongst the cities; however, all regulate the size of the suite through either a maximum floor area or as a proportion of the area of the dwelling. The size of the accessory building is typically regulated by site coverage. There are a variety of approaches used among the cities surveyed, which are detailed in Attachment 3.

Summary of Current Applications

Since May 5, 2014, 15 garden and garage suite applications have been received, with 9 being approved, 4 being denied or withdrawn, and 1 currently under review. Of those applications approved, 2 are currently under construction.

Conclusion

The proposed amendment will address the concern about homeowners with a small principal dwelling being unable to have a garage suite. There is precedent for this, as the Zoning Bylaw already provides for a minimum size of detached garage, regardless of the size of the principal dwelling.

Options to the Recommendation

City Council could choose to deny the proposed amendment; further direction would then be required.

Public and/or Stakeholder Involvement

Staff consulted with a prominent local designer with experience in garden and garage suite design regarding this report.

Communication Plan

If approved, the Zoning Bylaw amendment for garden and garage suites will be circulated to the Saskatchewan and Region Home Builders Association and proponents of garden and garage suites. Information on garden and garage suites is communicated through an information brochure available on the City's website and in hard copy. A copy of the final report will be forwarded to interested stakeholders prior to the Municipal Planning Commission (MPC) meeting. Stakeholders will also be notified of meeting dates when this matter will be considered by the MPC, the Standing Policy Committee on Planning, Development and Community Services, and City Council.

Other Considerations/Implications

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

Due Date for Follow-up and/or Project Completion

A full review of all of the regulations regarding garden and garage suites will be completed in January 2017. This will determine if further Zoning Bylaw amendments will 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. A notice will be placed in The StarPhoenix two weeks prior to the public hearing.

Attachments

1. Existing General Provisions for Garden and Garage Suites
2. Data on Median Dwelling Size and Examples of Garden and Garage Suites in Relation to Dwelling Size
3. Summary of Zoning Bylaw Provisions for Garden and Garage Suites

Report Approval

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

S/Reports/2016/PD/MPC – Zoning Bylaw Text Amendment - Gross Floor Area of Garage Suites/lc
BF 101-15

Existing General Provisions for Garden and Garage Suites

Zoning Bylaw No. 8770

5.43 Garden and Garage Suites

The previous subsection (14) stated:

“The maximum size of a garden or garage suite shall be 77 m².”

This regulation was amended on December 14, 2015, as follows:

“The gross floor area of a garden suite shall not exceed 77 m² and, in the case of a garage suite, the garden suite shall not exceed 77 m² while the gross floor area of the area used as a private garage shall not exceed 87 m². The following factors are to be considered in calculating the gross floor area of a garden or garage suite:

- (a) the gross floor area of a garden or garage suite shall not exceed the gross floor area of the principal dwelling;
- (b) the gross floor area of a one-unit dwelling includes all areas above grade, including an attached garage;
- (c) the gross floor area of a garden or garage suite includes all areas above grade;
- (d) where a detached accessory building exists, the gross floor area of the existing detached accessory building need not be considered in the gross floor area calculation where:
 - (i.) the depth of site is greater than 60 metres; and
 - (ii.) the existing detached accessory building is located entirely within 25 metres of the rear wall of the principal dwelling.”

Data on Median Dwelling Size and Examples of Garden and Garage Suites in Relation to Dwelling Size

Table 1 - Median Dwelling Size and Site Size in the Established Neighbourhoods

	Dwelling Size* (GFA)	Site Area	Site Frontage	Site Length	% of Sites 25 ft or Less in Width	% of Sites 50 ft or Greater Less in Width	Number of Sites
Category 1 Established Neighbourhoods	89.4 m ² (962 ft ²)	461.0 m ² (4,962 ft ²)	12.0 m (39 ft)	38.0 m (129 ft)	15.0%	36.0%	10,715
Category 2 Established Neighbourhoods	98.0 m ² (1,060 ft ²)	599.0 m ² (6,447 ft ²)	16.0 m (52 ft)	37.0 m (121 ft)	1.7%	86.0%	16,449
Category 2 All Other Neighbourhoods	118.3 m ² (1,273 ft ²)	556.3 m ² (5,988 ft ²)	15.5 m (51 ft)	34.9 m (114.5 ft)	0.3%	66%	31,444
City Wide	106.0 m ² (1,146 ft ²)	561.0 m ² (6,039 ft ²)	15.0 m (49 ft)	36.0 m (118 ft)	3.3%	63.0%	58,607

*does not include the area of an attached garage

Source: 2015 Assessment Data, Assessment and Taxation Division City of Saskatoon

Table 2 - Garden and Garage Suite Options for a Dwelling of 89 m² (960 ft²)

	Suite Area Main Floor (ft²)	Suite Area Upper Floor (ft²)	Garage Area
Garage Suite (Two-car garage on lower level, suite on upper level)	0.0 m ²	40.8 m ² (440 ft ²)	48.3 m ² (520 ft ²)
Garage Suite (Larger suite with single garage)	22.3 m ² (240 ft ²)	40.8 m ² (440 ft ²)	26.0 m ² (280 ft ²)
Garden Suite (Two-storey structure)	48.3 m ² (520 ft ²)	27.9 m ² (300 ft ²)	0.0 m ²

Table 3 - Distribution of Dwelling Size

Category 1 Established Neighbourhoods

Median Size = 962 ft²	Number of Dwellings	%
Less than 500 ft ²	212	2%
501 ft ² to Median Size	5,152	48%
Median Size to 1,500 ft ²	3,773	35%
1,501 ft ² to 2,000 ft ²	1,008	9%
2,001 ft ² to 2,500 ft ²	342	3%
Over 2,501 ft ²	228	2%
Total	10,715	

Category 2 Established/Other Neighbourhoods

	Established		All Other	
Median Size =	1,060 ft²		1,273 ft²	
	Number of Dwellings	%	Number of Dwellings	%
Less than 500 ft ²	98	1%	0	0%
501 ft ² to Median Size	8,175	50%	15,728	50%
Median Size to 1,500 ft ²	6,378	39%	5,795	18%
1,501 ft ² to 2,000 ft ²	1,311	8%	6,690	21%
2,001 ft ² to 2,500 ft ²	345	2%	2,400	8%
Over 2,501 ft ²	142	1%	829	3%
Total	16,449		31,444	

City Wide

Median Size = 1,146 ft²	Number of Dwellings	%
Less than 500 ft ²	310	1%
501 ft ² to Median Size	29,055	50%
Median Size to 1,500 ft ²	15,948	27%
1,501 ft ² to 2,000 ft ²	9,009	15%
2,001 ft ² to 2,500 ft ²	3,087	5%
Over 2,501 ft ²	1,199	2%
Total	58,608	

Figure 1a – Two-Storey Garage Suite

Site Width	40 ft	12.12 m
Site Length	125 ft	38.10 m
Site Area	5,000 ft ²	464.50 m ²
Dwelling GFA	962 ft ²	89.30 m ²
Suite GFA	440 ft ²	40.90 m ²
Garage GFA	520 ft ²	48.30 m ²
Garage Suite GFA	960 ft ²	89.10 m ²
Rear Yard Coverage	18%	
Site Coverage	30%	

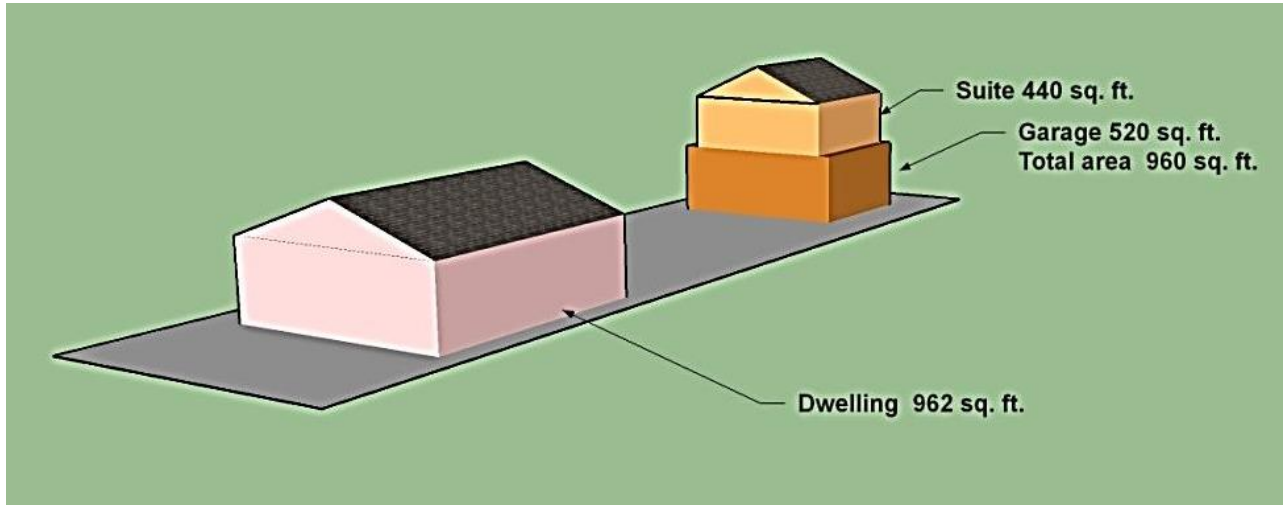


Figure 1b – Two-Storey Garage Suite - Large Suite Size with Single Garage

Site Width	40 ft	12.12 m
Site Length	125 ft	38.10 m
Site Area	5,000 ft ²	464.50 m ²
Dwelling GFA	962 ft ²	89.30 m ²
Suite GFA	720 ft ²	66.90 m ²
Garage GFA	240 ft ²	22.30 m ²
Garage Suite GFA	960 ft ²	89.10 m ²
Rear Yard Coverage	18%	
Site Coverage	30%	

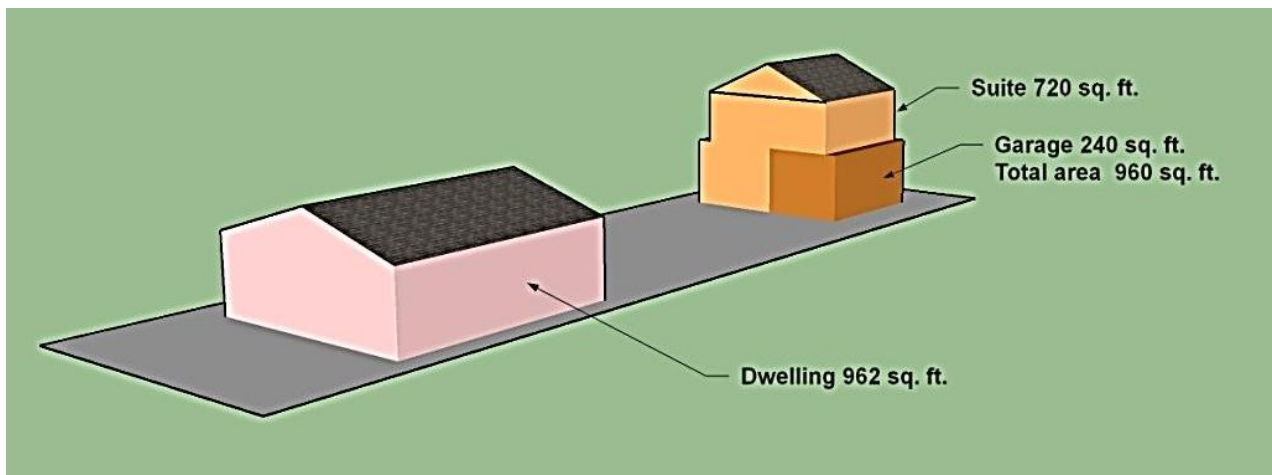


Figure 1c - Two-Storey Garden Suite

Site Width	40 ft	12.12 m
Site Length	125 ft	38.10 m
Site Area	5,000 ft ²	464.50 m ²
Dwelling GFA	962 ft ²	89.30 m ²
Garage GFA	0 ft ²	0.00 m ²
Suite GFA	820 ft ²	76.20 m ²
Rear Yard Coverage	18%	
Site Coverage	30%	

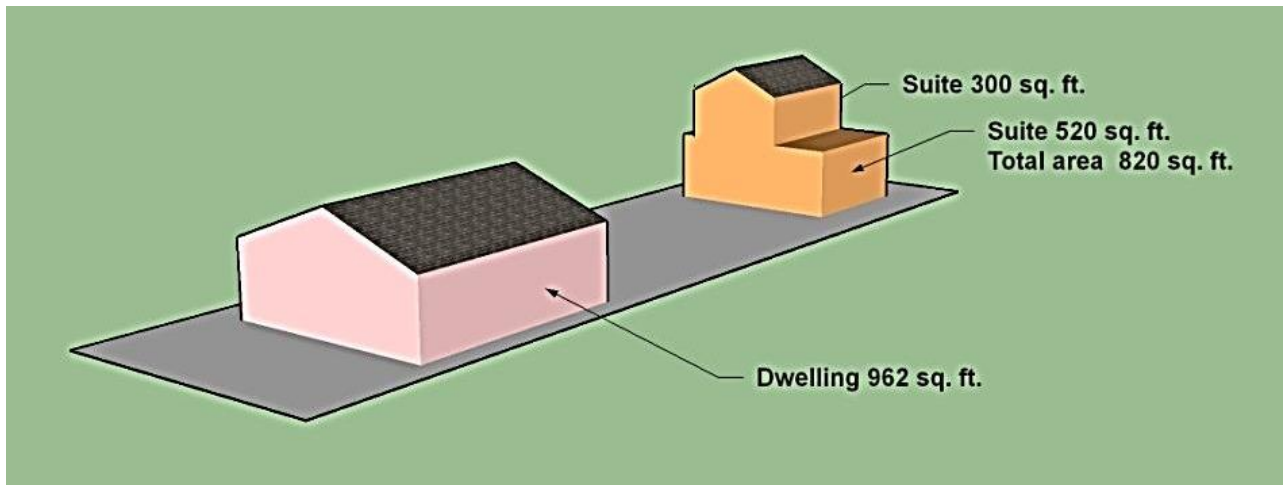


Figure 1d - One-Storey Garage Suite

Site Width	40 ft	12.12 m
Site Length	125 ft	38.10 m
Site Area	5,000 ft ²	464.50 m ²
Dwelling GFA	962 ft ²	89.30 m ²
Garage GFA	448 ft ²	41.62 m ²
Suite GFA	448 ft ²	41.62 m ²
Garage Suite GFA	896 ft ²	83.24 m ²
Rear Yard Coverage	31%	
Site Coverage	37%	

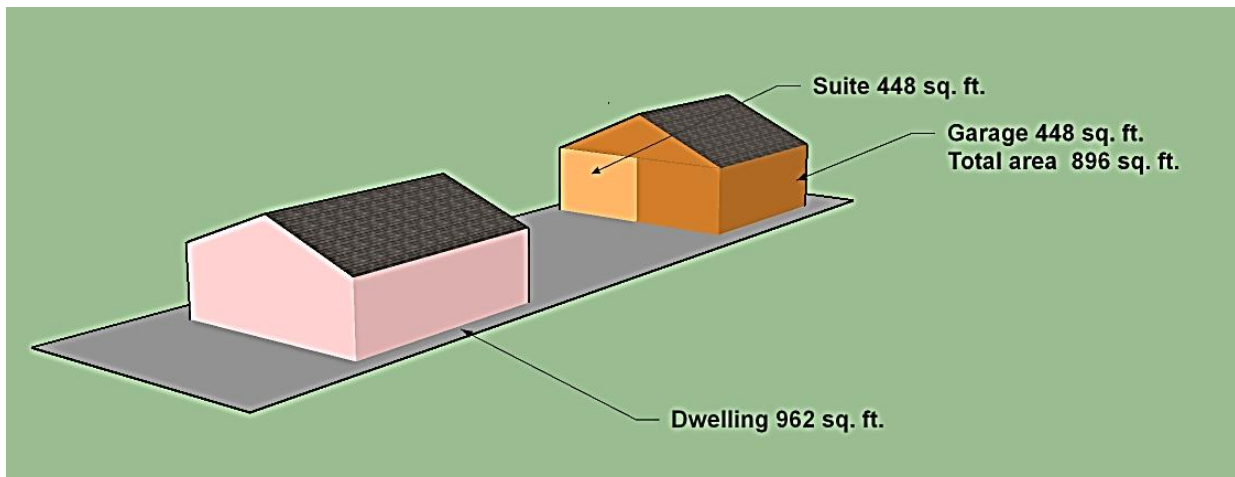


Figure 2 - Garage Suite - Maximum Size when Not Limited by Size of Dwelling

Site Width	40 ft	12.12 m
Site Length	125 ft	38.10 m
Site Area	5,000 ft ²	464.50 m ²
Dwelling GFA	962 ft ²	89.30 m ²
Suite GFA	784 ft ²	72.90 m ²
Garage GFA	896 ft ²	83.20 m ²
Garage Suite GFA	1,680 ft ²	156.00 m ²
Rear Yard Coverage	31%	
Site Coverage	37%	

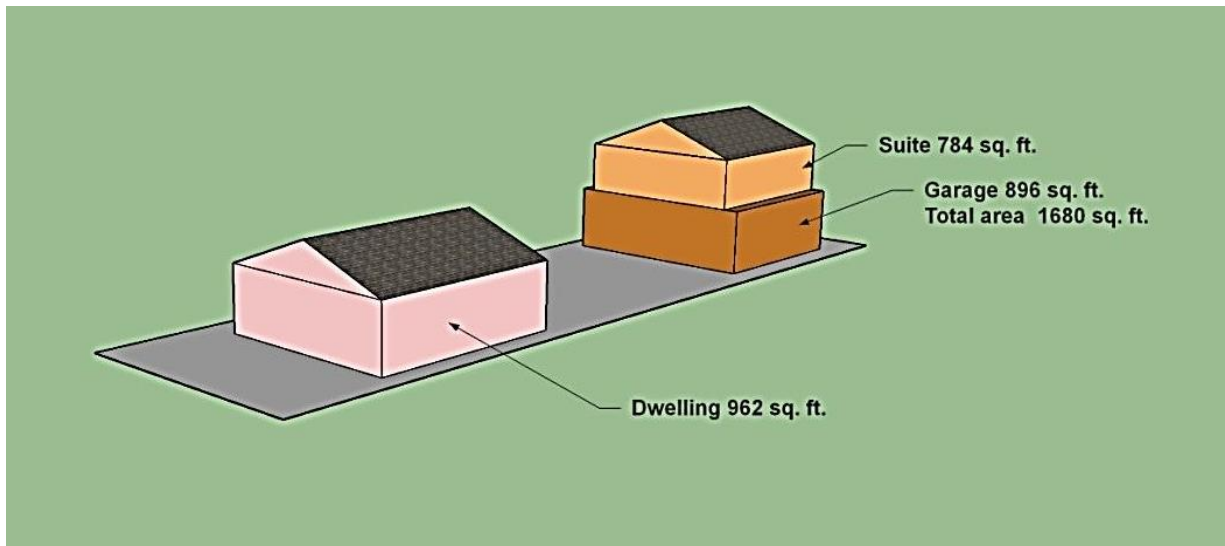


Figure 3a – Two-Storey Garage Suite - Small Dwelling - Option to Allow for a Minimum Garage Suite with a Gross Floor Area of 80 m² (861 ft²)

Site Width	40 ft	12.12 m
Site Length	125 ft	38.10 m
Site Area	5,000 ft ²	464.50 m ²
Dwelling GFA	750 ft ²	69.70 m ²
Suite GFA	360 ft ²	33.45 m ²
Garage GFA	484 ft ²	44.97 m ²
Garage Suite GFA	844 ft ²	78.40 m ²
Rear Yard Coverage	11%	
Site Coverage	21%	

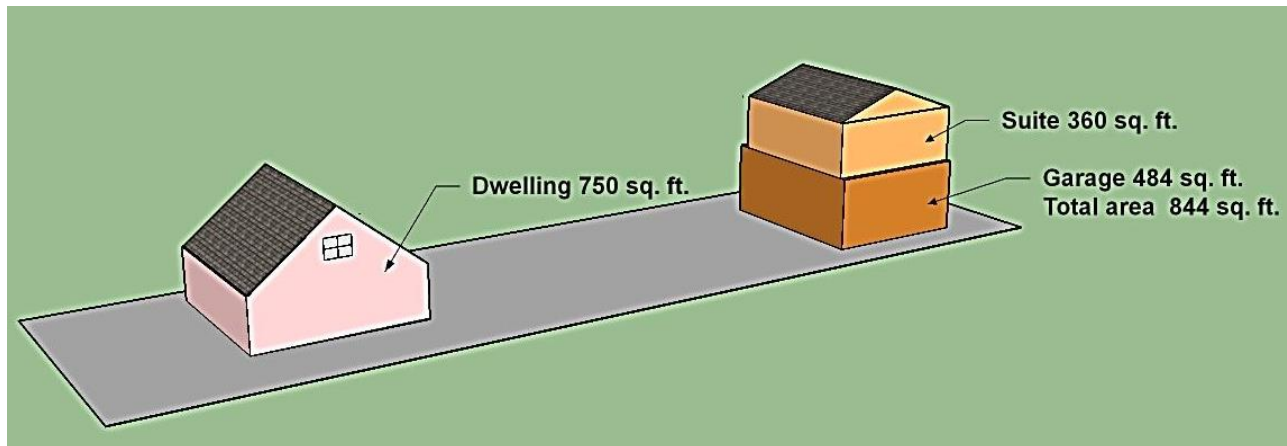


Figure 3b – One-Storey Garage Suite - Small Dwelling - Option to Allow for a Minimum Garage Suite with a Gross Floor Area of 80 m² (861 ft²)

Site Width	40 ft	12.12 m
Site Length	125 ft	38.10 m
Site Area	5,000 ft ²	464.50 m ²
Dwelling GFA	750 ft ²	69.70 m ²
Suite GFA	420 ft ²	39.00 m ²
Garage GFA	420 ft ²	39.00 m ²
Garage Suite GFA	840 ft ²	78.03 m ²
Rear Yard Coverage	19%	
Site Coverage	28%	

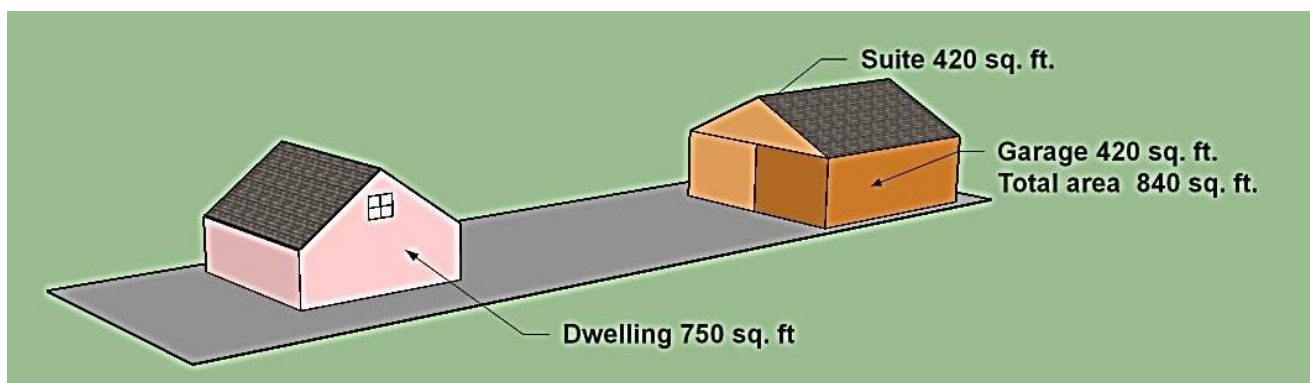
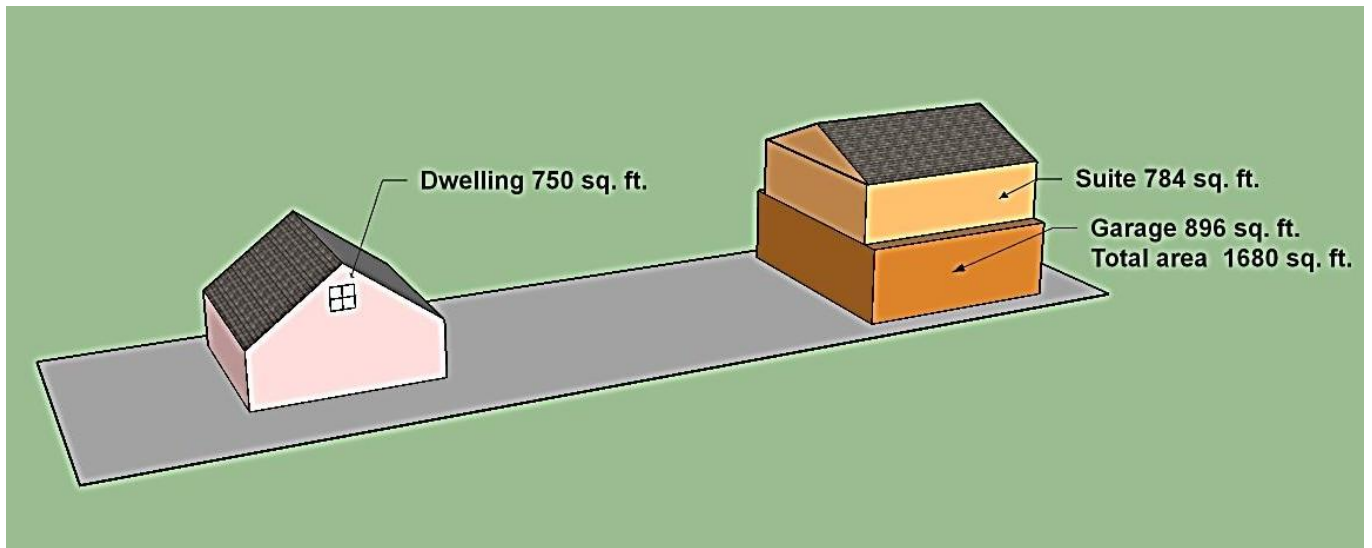


Figure 3c - Garage Suite - Small Dwelling – Maximum Size when Not Restricted by Size of Dwelling

Site Width	40 ft	12.12 m
Site Length	125 ft	38.10 m
Site Area	5,000 ft ²	464.50 m ²
Dwelling GFA	750 ft ²	69.70 m ²
Suite GFA	784 ft ²	72.90 m ²
Garage GFA	896 ft ²	83.20 m ²
Garage Suite GFA	1,680 ft ²	156.00 m ²
Rear Yard Coverage	20%	
Site Coverage	29%	



Summary of Zoning Bylaw Provisions for Garden and Garage Suites from Western Canadian Cities

City	Permitted or Discretionary	Height	Site Coverage	Suite Size	On-Site Parking Required	Minimum Site Size that Allows for Garden or Garage Suite
Saskatoon	Discretionary	<u>Category 1</u> <u>Flat roof</u> 5.8 m <u>Peaked Roof</u> 6.0 m <u>Category 2</u> 3.5 m	50% or rear yard Garage area can be a maximum of 87 m ²	77 m ² Gross floor area must be less than the gross floor area of the primary dwelling	Two spaces	225 m ²
Lethbridge	Discretionary*	4.5 m	Accessory building can cover a maximum of 14%		The suite requires one space	None
Regina	Currently a pilot project Will become a discretionary use when they are widely allowed	<u>One-storey building</u> 3.5 m <u>One-and-a-half-storey building</u> 5.8 m	50 % maximum site coverage for all buildings	Maximum gross floor area Lesser of 80 m ² (excluding garage) or 80% of the primary dwelling	Two spaces (one for the suite and one for the dwelling unit)	None
Strathcona County	Permitted in urban areas Discretionary* in rural areas	Ceiling height is a minimum of 1.95 m in the suite	40% for all buildings Maximum combined floor area for all accessory buildings is 94 m ²	Maximum area of the garden suite 40 % of the GFA (includes basement but not mechanical in basement) or 100 m ²	Two per dwelling unit plus the suite requires one space	None

City	Permitted or Discretionary	Height	Site Coverage	Suite Size	On-site parking required	Minimum Site Size that Allows for Garden or Garage Suite
Lacombe	Discretionary*	9 m when a suite is located above a garage, and shall not exceed the height of the main building	Maximum size of the accessory building (containing the suite) may be up to 60% site coverage for the dwelling up to a maximum of 70 m ² The mass of the accessory building shall not exceed the mass of the principal building	75 m ² or a maximum of 40% of the total area of the dwelling (including basement) whichever is less	Yes One space for suites less than 60 m ² Two spaces for suites between 60 m ² and 75 m ²	None
Winnipeg	Conditional Use – requires a public hearing at the Board of Adjustment	4.58 m (15 ft) for a garden suite 7.62 m (25 ft) for a garage suite	Maximum site coverage is 40 to 45% depending on site size Maximum size of a detached garage 82.1 m ²	Minimum suite size 32.50 m ² (350 ft ²) 55.74 m ² (600 ft ²)	Total two spaces	325 m ² (3,500 ft ²)

City	Permitted or Discretionary	Height	Site Coverage	Suite Size	On-Site Parking Required	Minimum Site Size that Allows for Garden or Garage Suite
Edmonton	Discretionary*	<p><u>Garage suite with a peaked roof</u> 6.5 m or up to 1.5 m greater than the height of the principal dwelling whichever is less</p> <p><u>Garage suite with a flat roof</u> 5.5 m or up to 1.5 m greater than the height of the principal dwelling whichever is less</p>	Site coverage of all accessory areas shall not exceed 12%	<p>60 m² garage suite (above grade)</p> <p>50 m² garden suite (at grade)</p>	One parking space per two sleeping units in addition to two spaces for primary dwelling	For most zoning districts the minimum site size is 400 m ²
Brandon	Conditional Use	6.5 m or the height of the dwelling whichever is less	Maximum site coverage is 60% for all buildings	70 m ² or 60% of the floor area of the dwelling whichever is less	One for each dwelling unit	367 m ²
Red Deer	Garage suites (carriage houses) are permitted only one zoning district	Two storeys with a max of 10.0 m	Maximum site coverage is 60% for all buildings	Maximum 40% of the principle dwelling	Two for the dwelling and one for the suite (total of three)	384 m ²
Calgary	Does not allow					

*In Alberta, the planning legislation allows for the relaxation or altering of development standards for discretionary use approvals.

Application for Funding Under the Heritage Conservation Program – Bottomley House (1118 College Drive)

Recommendation

That this report be forwarded to the Standing Policy Committee on Planning, Development and Community Services with a recommendation to City Council:

1. That funding be approved, up to a maximum of \$3,357.50, through the Heritage Conservation Program for the restoration of the front verandah column bases and guardrails at the Bottomley House located at 1118 College Drive; and
2. That the City Solicitor be requested to prepare the appropriate agreement and that His Worship the Mayor and the City Clerk be authorized to execute the agreement under the Corporate Seal.

Topic and Purpose

The purpose of this report is to request funding for the Bottomley House, located at 1118 College Drive, under the Heritage Conservation Program.

Report Highlights

1. The Bottomley House is a Designated Municipal Heritage Property in the neighbourhood of Varsity View. The property is valued for its Queen Anne Revival architectural style and its association with Saskatoon's economic prosperity in the early twentieth century.
2. At its October 7, 2015 meeting, the Municipal Heritage Advisory Committee (MHAC) approved the request of the current property owners of the Bottomley House to proceed with the restoration of the front verandah column bases and guardrails to address immediate concerns. The MHAC was also notified that following permission to proceed with the proposed work by the Committee, a request for funding would come forward at a later date.
3. The property owners are now requesting funding through the City of Saskatoon's (City) Heritage Conservation Program.

Strategic Goal

Under the City's Strategic Goal of Sustainable Growth, this report supports the preservation of the character of heritage buildings and historical landmarks.

Background

The Heritage Conservation Program, under Civic Heritage Policy No. C10-020, provides funding for designated Municipal Heritage Properties for the conservation and rehabilitation of the character-defining elements of a heritage property. Financial incentives include a tax abatement for 50% of the eligible costs of a project to a maximum of \$150,000.

Application for Funding Under the Heritage Conservation Program – Bottomley House (1118 College Drive)

Report

Bottomley House

Located in the neighbourhood of Varsity View, the Bottomley House at 1118 College Drive features a two-storey wood frame house built in 1912. The heritage significance of the property lies in its Queen Anne Revival architectural style with its bell-cast domed roof, curved windows, corner turret, and wrap-around verandah with Doric columns. The heritage value of the Bottomley House lies in its association with Saskatoon's economic prosperity in the early twentieth century. The property's original owner, Richard Bottomley, was a real estate developer who owned large tracts of land, and as such, required a prominent and distinct home that evoked a sense of affluence. The Bottomley House was designated as a Municipal Heritage Property in 2006 under City Bylaw No. 8485.

Column and Guardrail Restoration

The column bases and some of the guard rails of the front verandah of the Bottomley House have deteriorated. Restoration work is required on six column bases and some sections of the guardrail. All work completed will be sympathetic to the existing architecture and character of the home.

Section 4.1 of The Heritage Property (Approval of Alterations) Amendment Bylaw, 2015, Bylaw No. 9298 states that prior to granting approval of any application made pursuant to Section 23 of *The Heritage Property Act*, the General Manager of the Community Services Department or the person to whom the General Manager's authority has been delegated, must consult with the MHAC. At its October 7, 2015 meeting, the MHAC approved the request of the current property owners of the Bottomley House to proceed with the restoration of the front verandah column bases and guardrails to address immediate concerns. Following the approval of the MHAC, some of the restoration work was completed prior to the impending winter season.

At the time of its October 7, 2015 meeting, the MHAC was notified that a request for funding for this work under the Heritage Conservation Program would come forward at a later date. The property owners at 1118 College Drive have recently submitted their cost estimates and wish to proceed with their funding request at this time.

Tax Abatement

Civic Heritage Policy No. C10-020 provides financial incentives in the form of a tax abatement of 50% of the costs related to restoration of architectural elements and renovations to meet building code requirements where it affects heritage elements of the building (up to a maximum of \$150,000 over a ten-year period). The maximum amortization period is ten years. Within a ten-year period, an owner may make more than one application provided the total amount does not exceed \$150,000. The Bottomley House has been approved for, and is currently receiving a total of \$3,230.81 in tax abatements annually, which will amount to \$29,036.20 over ten years by the end of 2017. The tax abatements include:

Application for Funding Under the Heritage Conservation Program – Bottomley House (1118 College Drive)

- \$2,228.46/yr. Approved in 2007 for ten years (ends in 2016);
- \$368.75/yr. Approved in 2009 for eight years (ends in 2016); and
- \$633.60/yr. Approved in 2012 for six years (ends in 2017).

The estimated project cost of the restoration work of the Bottomley House is \$6,715.00. The tax abatement provides for 50% of the project's associated costs, which will amount to \$3,357.50. The Administration is proposing that the value of the abatement be paid out over a two-year period following project completion in equal amounts. A detailed breakdown of the cost estimates for the project is included in Attachment 1.

Options to the Recommendation

The project qualifies for funding under Civic Heritage Policy No. C10-020; the only option would be for City Council to deny the funding request.

Public and/or Stakeholder Involvement

There is no public/stakeholder involvement.

Financial Implications

The balance of the Heritage Reserve is \$138,149.14; \$58,904.19 of which is available for financial incentives under the Heritage Conservation Program. The tax abatement will be funded through the Heritage Reserve and will not impact the funding of new and existing projects.

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 tax abatement will be executed following the satisfactory completion of the project (as determined by the Director of Planning and Development, Community Services Department).

Public Notice

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

Attachment

1. Bottomley House - Cost Estimates

Report Approval

Written by: Catherine Kambeitz, Heritage and Design Coordinator, Planning and Development
Reviewed by: Alan Wallace, Director of Planning and Development
Approved by: Randy Grauer, General Manager, Community Services Department

S:\Reports\2016\PDMMHAC – AFF Under the HCP – Bottomley House (1118 College Dr)\kb

Bottomley House - Costs Estimates

Item	Description of Work	Materials	Labour	Total
Column No., 3, 6, 7, 8, 10, and 11	9" attic base (clear pine) and square bases	\$3,090.00	\$1,850.00	\$4,940.00
Guardrails	Removal of deteriorated sections of guardrails and laminate in new material (fir)	\$500.00	\$300.00	\$800.00
Miscellaneous Materials and Supplies	Jack, timbers, construction glue, caulking, and paint	\$200.00	\$0.00	\$200.00
Deteriorated Deck Boards	Replacement of rotted deck boards under the column bases and replacement of deck boards facing trim	\$775.00	\$0.00	\$775.00

Total Costs **\$6,715.00**

City's Contribution (50% of Eligible Costs) **\$3,357.50**

Appointment of 2016 Municipal Weed Inspectors and Dutch Elm Disease Inspectors

Recommendation

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

1. That Mr. Jeff Boone, Mr. Ben Marianovits, and Mr. Owain Van Vliet, of the Community Services Department, be appointed as the City of Saskatoon's 2016 municipal Weed Inspectors, in accordance with the provisions of *The Weed Control Act*;
2. That Ms. Michelle Chartier and Mr. Jeff Boone, of the Community Services Department, be appointed as the City of Saskatoon's 2016 municipal Dutch Elm Disease Inspectors, in accordance with the provisions of *The Forest Resources Management Act*, and
3. That the City Clerk be requested to notify the Minister of the Environment.

Topic and Purpose

This report is to obtain City Council's approval for the appointment of municipal Weed Inspectors and Dutch Elm Disease Inspectors for 2016.

Report Highlights

1. The annual appointment of municipal Weed Inspectors and Dutch Elm Disease Inspectors are requirements under *The Weed Control Act* and *The Forest Resources Management Act*.

Strategic Goals

The appointment of municipal Weed Inspectors and Dutch Elm Disease Inspectors supports the following City of Saskatoon (City) Strategic Goals:

- i) a culture of Continuous Improvement, as they will ensure a coordinated approach to customer service with quick and accurate responses to meet the needs of citizens; and
- ii) Environmental Leadership, as they will help to ensure that natural resources are protected and that urban and grassland parks and urban forest remain healthy.

Background

The annual appointment of municipal Weed Inspectors and Dutch Elm Disease Inspectors are requirements under *The Weed Control Act* and *The Forest Resources Management Act*.

Report

Section 6, Article 2 of *The Weed Control Act* (Saskatchewan) requires that City Council appoint a municipal Weed Inspector(s) annually. It is recommended that Mr. Jeff Boone, Supervisor, Pest Management, and Mr. Ben Marianovits and Mr. Owain Van Vliet, Weed Inspectors, Parks Division, Community Services Department, fulfill this requirement during 2016.

Section 8, Article 2 of *The Forest Resources Management Act* requires that City Council appoint one or more municipal Dutch Elm Disease Inspectors annually to enforce the Dutch elm disease regulations. It is recommended that Ms. Michelle Chartier, Superintendent, Urban Forestry and Pest Management, and Mr. Jeff Boone, Supervisor, Pest Management, both of the Parks Division, Community Services Department, be appointed to this office for 2016.

Public and/or Stakeholder Involvement

Public and/or stakeholder involvement is not required.

Environmental Implications

The City, as well as Saskatoon’s residents, must adhere to regulations governing both *The Forest Resources Management Act* and *The Weed Control Act*, which ensure that the urban forest and other plants are protected from Dutch elm disease and invasive weeds.

Other Considerations/Implications

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

Due Date for Follow-up and/or Project Completion

As required by legislation, an annual report for 2016 will be submitted in early 2017 by the municipal Weed Inspectors.

Public Notice

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

Report Approval

Written by: Darren Crilly, Director of Parks

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

S/Reports/2016/PK/PDCS – Appointment of 2016 Municipal Weed Inspectors and Dutch Elm Disease Inspectors/lc

Status Report on the Ten-Year Housing Business Plan 2013 - 2022

Recommendation

1. That the report of the General Manager, Community Services Department, dated March 7, 2016, be forwarded to City Council for information; and
2. That the Administration report back at the time of the 2017 Business Plan and Budget deliberations on funding requirements and housing targets for 2017.

Topic and Purpose

The purpose of this report is to provide the 2015 annual status report on the Housing Business Plan 2013 - 2022.

Report Highlights

1. The 2015 housing targets have been achieved with the creation of 560 new attainable units. The City of Saskatoon (City) is also on track to achieve its 2016 housing targets.
2. The housing need for low-income residents remains high.
3. Moderate-income households now have adequate choices in both the rental and ownership markets.
4. Progress is being made toward locating attainable housing in all areas of the city.
5. A new Community Action Plan to address homelessness, created by the Saskatoon Housing Initiatives Partnership (SHIP) and the United Way of Saskatoon and Area (United Way), is expected to be presented to City Council in the second quarter of 2016.
6. Housing targets and funding levels for 2017 will be determined at the Business Plan and Budget deliberations in December 2016.

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

During its June 24, 2013 meeting, City Council approved the Housing Business Plan 2013 - 2022 (Housing Business Plan), which included a number of provisions to support the creation of additional units across the attainable housing continuum over the next ten years. The Housing Business Plan defined the attainable housing continuum as including the following five subtypes of attainable housing: purpose-built rental, affordable ownership, affordable rental, secondary suites, and entry-level ownership.

During its December 2, 2014 meeting, City Council revised the 2015 housing target to 500 units across the attainable housing continuum.

Status Report on the Ten-Year Housing Business Plan 2013 - 2022

During its November 30, 2015 meeting, City Council allocated \$500,000 to the Affordable Housing Reserve and set a target of 400 new attainable housing units for 2016.

Report

2015 Housing Targets Achieved with 560 New Attainable Units

In 2015, the City's incentives supported the creation of 560 new units, exceeding the 500 unit target. The City is on track to achieve its 2016 target of 400 units across the attainable housing continuum, with a number of projects already in place.

A complete listing of all projects supported in the 2013 to 2016 period, including the number and types of units, location, amount of City support, and construction status, as well as a financial summary covering the four-year period from 2013 to 2016, can be found in Attachment 1.

The Housing Need for Low-Income Households Remains High

The greatest need in the attainable housing continuum is for affordable rental housing for low-income households at below market rents. While the vacancy rate for market rental housing has increased, it is important to state that for affordable rental housing, the vacancy rate remains at zero. All providers of affordable rental units offering below-market rents to those with low income report substantial waiting lists for their units.

In recent years, the majority of the City's funding for attainable housing has been directed toward affordable rental housing. More information on the affordability challenges faced by low-income households and how the City is addressing the need for affordable rental housing is found in Attachment 2.

Moderate-Income Households now have Adequate Housing Choices

For the first time in nine years, the supply of purpose-built rental, affordable ownership, and entry-level housing is meeting the demand, as shown by adequate inventory of all of these housing types at year end. The vacancy rate has risen to 6.5% and the price of purchasing or renting a home has leveled out with virtually no change in home prices or rent in 2015.

An analysis of the housing market and the supply of housing for moderate-income earners is found in Attachment 3. It took nine years to achieve balance in the market and it will be important that the City maintain its programs at appropriate levels to ensure that shortages do not return to the market.

Locating New Attainable Housing in All Areas of the City

Most of the new attainable housing units are now being built on the east side of the river. Moderate-income households can choose from a variety of locations across the city. Low-income households have less choice of location when looking for affordable rental housing. New affordable rental units are being built in appropriate locations in a variety of areas, but there continues to be many neighbourhoods that lack affordable rental housing.

Further discussion on how the City is working to address the priority of locating attainable housing in all areas is found in Attachment 4.

Homelessness is a Growing Issue in Saskatoon

The 2015 Homeless Count found that 450 individuals were homeless in Saskatoon on any given day, up from 372 in 2012, and 261 in 2008, when similar counts were held. Homelessness is growing in Saskatoon despite the efforts of many non-profit, government, and faith-based agencies working to address the issue.

In 2015, SHIP and the United Way worked together to draft a new unified Community Action Plan to address the growing issue of homelessness. The new plan will address four priority areas: system coordination, prevention, strengthening housing placement and support, and increasing the supply and range of affordable housing.

It is expected that the new plan will be presented to City Council in the second quarter of 2016. The Administration will bring forward a report at that time recommending that the City's existing service contract with SHIP be amended to focus more resources on implementing the new Community Action Plan.

Housing Targets and Funding Requirements for 2017

The Administration will closely monitor vacancy rates, housing prices, economic conditions, growth patterns, and housing inventory levels in the spring and summer of 2016 to determine appropriate recommendations for targets and funding for the City's Housing Business Plan in 2017. These recommendations will be brought to City Council's Business Plan and Budget deliberations in December 2016.

Public and/or Stakeholder Involvement

The Administration consults regularly with affordable housing providers, builders, the Saskatchewan Housing Corporation (SHC), and the Canada Mortgage and Housing Corporation (CMHC) to stay current regarding attainable housing issues in Saskatoon.

Communication Plan

A news release will be issued highlighting that attainable housing targets were exceeded in 2015.

This report, as well as an accompanying slide presentation and the City's ten-year Housing Business Plan, will be posted on the City's website. It will also be provided directly to SHIP, the Canadian Housing and Renewal Association (CHRA), CMHC, SHC, the Saskatoon and Region Home Builders Association Inc., and the United Way.

Financial Implications

The recommendations in this report have no financial implications. Attachment 1 includes a financial summary of the Housing Business Plan for the 2013 to 2016 period. Future financial implications for 2017 will be included in a future report.

Status Report on the Ten-Year Housing Business Plan 2013 - 2022

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 Administration will report back to the 2017 Business Plan and Budget deliberations on funding allocations and housing targets for 2017.

Public Notice

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

Attachments

1. Summary of Housing Projects Supported and Financial Statement
2. Increasing the Supply of Affordable Rental Housing
3. Housing for Those with Moderate Income
4. Creating Attainable Housing in All Areas of the City

Report Approval

Written by: Daryl Sexsmith, Housing Analyst, 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 – Status Report on the Ten-Year Housing Business Plan 2013 – 2022/lc

Summary of Housing Projects Supported and Financial Statement

The tables below list the housing results of the 2013 to 2016 period, as well as the locations of units counted and housing type sorted by year. There is also a table of units approved to date for 2017 and a financial summary.

Table 1: Attainable Housing Results By Year

Housing Type	Units Approved and Funded					
	2013	2014	2015		2016	
			<i>Target</i>		<i>Target</i>	
Purpose-Built Rental	212	291	200	168	178	331
Affordable Ownership	106	40	100	67	50	36
Affordable Rental	74	53	70	67	32	20
Secondary Suites	36	48	30	62	40	0
Entry-Level Ownership	201	110	100	196	100	273
Total Units	629	542	500	560	400	660
Note: Further capacity is available for additional 2016 projects in all categories, except purpose-built rental. Some projects approved for 2016 may get delayed to 2017, depending on market conditions.						

Table 2: All Housing Projects Counted 2013 to 2016

Housing Provider	Neighbourhood	Units	*Provincial RCI Funding	City Funding	**Tax Abatement or Tax Redirection
Units Counted in 2013 (all complete)					
Innovative Residential Investments Inc. (Hartford Crossing)	Blairmore S.C.	64	\$ 0	\$ 200,000	\$ 210,067
Innovative Residential Investments Inc. (Hartford Heights)	Blairmore S.C.	40	94,062	381,043	92,538
Innovative Residential Investments Inc. (Town Square Villas)	Evergreen	14	0	240,000	104,535
Westgate Attainable Housing Inc.	Pacific Heights	34	0	700,000	176,120
Broadstreet Properties/ Seymour Pacific	Montgomery Place	192	756,507	0	400,948
Innovative Residential Investments Inc. (Poplar Grove)	Hampton Village	28	0	40,000	63,700
Saskatoon Housing Coalition	Confederation S.C.	20	0	300,000	24,640
Secondary Suites	Various	36	0	25,238	0
Equity Building Program	Various	28	0	0	0
*** Entry Level: Land Predesignation Program, Innovative Residential Investments Inc.	Evergreen	34	0	0	0

Housing Provider	Neighbourhood	Units	*Provincial RCI Funding	City Funding	**Tax Abatement or Tax Redirection
***HeadStart on a Home Program, Innovative Residential Investments Inc.	Blairmore S.C.	20	0	0	0
HeadStart on a Home Program, Vantage Developments	Hampton Village	36	0	0	0
HeadStart on a Home Program, Mosaic Renewal Corp.	Riversdale	12	0	0	0
HeadStart on a Home Program, Vantage Developments	Rosewood	11	0	0	0
***HeadStart on a Home Program, Innovative Residential Investments Inc.	Hampton Village	60	0	0	0
Total Units Counted for 2013		629	\$850,569	\$1,886,281	\$1,072,548
<u>Units Counted in 2014 (all complete)</u>					
Innovative Residential Investments Inc.	Stonebridge	20	\$ 0	\$ 0	\$ 47,280
Central Urban Metis Federation Inc. (CUMFI)	Mount Royal	2	0	36,000	0
Saskatoon Downtown Youth Centre (EGADZ)	City Park	10	0	140,250	0
Innovative Residential Investments Inc.	Kensington	16	0	0	38,604
Secondary Suites	Various	48	0	18,767	0
Equity Building Program	Various	18	0	0	0
HeadStart on a Home Program, Northridge Developments Inc.	Stonebridge	45	0	0	0
Ehrenburg Homes Ltd.	Evergreen	26	130,000	0	153,028
Innovative Residential Investments Inc.	Evergreen	80	381,372	0	213,568
Stonebridge/Willis Limited Partnership	Stonebridge	185	717,576	0	401,843
Cress Housing Corporation	Greystone	12	0	224,948	0
Habitat for Humanity Saskatoon Inc.	Pleasant Hill	4	0	63,712	0
The Lighthouse Supported Living Inc.	Cen. Bus. District	29	0	126,151	0
HeadStart on a Home Program, Saskatoon Urban Design Homes Ltd.	Erindale	47	0	0	0
Housing Units Counted for 2014		542	\$1,228,948	\$609,828	\$854,323
<u>Units Counted for 2015 (complete at year end)</u>					
Baydo Development Corporation	Stonebridge	56	\$221,637	\$ 0	\$124,117
Innovative Residential Investments Inc.	Kensington	1	0	11,994	7,920
NewRock Developments (Sask) Inc.	Evergreen	51	0	0	144,890
Innovative Residential Investments Inc.	Evergreen	15	0	0	37,635
Central Urban Metis Federation Inc. (CUMFI)	Westmount	1	0	17,000	0
Secondary Suites	Various	62	0	22,683	0
Equity Building Program	Various	9	0	0	0
***HeadStart on a Home Program, NewRock Developments (Sask) Inc.	Evergreen	29	0	0	0
HeadStart on a Home Program, Meridian Development Corp.	Evergreen Sequoia Rise	69	0	0	0

Housing Provider	Neighbourhood	Units	*Provincial RCI Funding	City Funding	**Tax Abatement or Tax Redirection
HeadStart on a Home Program, Northridge Development Corp.	Silverspring Daxton II	66	0	0	0
***HeadStart on a Home Program, Innovative Residential Investments Inc.	Evergreen	23	0	0	0
Total Units Complete at Year End		382	\$221,637	\$51,677	\$314,562
Units Counted for 2015 (under construction at year end)					
Villa Royale Residential Group	Hudson Bay Park	56	\$166,158	\$ 0	\$ 93,048
Baydo Development Corporation	Stonebridge	56	228,287	0	127,841
Elim Lodge Inc.	Lakeview SC	15	0	255,000	37,235
Westgate Attainable Housing Inc.	Pacific Heights	40	0	750,000	62,020
Stewart Property Holdings Ltd.	King George	7	0	67,782	7,345
Saskatoon Downtown Youth Centre (EGADZ)	City Park	4	0	19,125	0
Total Units under Construction at Year End		178	\$394,445	\$1,091,907	\$327,489
Housing Units Counted for 2015		560	\$616,082	\$1,143,584	\$642,051
Units Counted for 2016 (approved projects under construction)					
New Summit Partners, Willis Crescent Project – Phase Two	Stonebridge	172	\$ 711,198	\$ 0	\$341,449
Luther Care/Meridian	Stonebridge	159	347,225	0	243,083
Innovative Residential Investments Inc.	Kensington	30	0	58,200	113,724
Innovative Residential Investments Inc.	Evergreen	6	0	0	15,270
Saskatoon Housing Coalition	Confederation S.C.	20	0	276,548	19,880
HeadStart on a Home Program, Northridge Development Corp.	Stonebridge Serenity Pt IV	51	0	0	0
***HeadStart on a Home Program, Innovative Residential Investments Inc.	Kensington	33	0	0	0
HeadStart on a Home Program, Meridian Development Corporation	Evergreen	69	0	0	0
HeadStart on a Home Program, North Prairie Developments	City Park	94	0	0	0
***HeadStart on a Home Program, Innovative Residential Investments Inc.	Evergreen	26	0	0	0
****Housing Units Approved for 2016 (It is probable that some of these projects will be delayed to 2017)		660	\$1,058,423	\$334,748	\$733,406

Table 3: Housing Units Approved To Date for 2017

Housing Provider	Neighbourhood	Units	*Provincial RCI Funding	City Funding	**Tax Abatement or Tax Redirection
Broadstreet Properties/ Seymour Pacific	Evergreen	141	0	0	\$329,702
HeadStart on a Home Program, Northridge Development Corp.	Stonebridge	24	0	0	0
HeadStart on a Home Program, VJ Management Inc.	Lakewood S.C.	112	0	0	0
HeadStart on a Home Program, Brixton Development Corporation	Evergreen	124	0	0	0
****Housing Units Approved for 2017 (purpose-built rental and entry-level only)		401	No Allocation for 2017 and beyond	No Allocation for 2017 yet	\$329,702

Notes for Tables 2 and 3:

- * The Province of Saskatchewan has been providing funding to the City under their Rental Construction Incentive (RCI) program. These funds match the City's contribution, which comes in the form of a five-year incremental property tax abatement. The Provincial RCI funds flow through the City's accounts, and the City provides the incentives to the builders of purpose-built rental housing. The Provincial RCI contract expires on March 31, 2016, and there is no funding for 2017 and beyond.
- ** Many projects qualify for a five-year incremental property tax abatement. Affordable home ownership projects approved under the Mortgage Flexibilities Support Program (MFSP) receive down payment grants that are financed through the redirection of property tax to the Affordable Housing Reserve to recover the cost of the grant. This right-hand column shows the total estimated foregone tax revenue over five years that the City has given up in support of these projects.

The Mortgage Flexibilities Support Program Finances Itself

In 2015, the City redirected taxes totaling \$477,170 from affordable home ownership units back into the Affordable Housing Reserve. This was slightly more than the \$461,402 advanced in down payment grants in 2015. The first 67 homes sold under the program have finished tax redirection. These homes will contribute approximately \$70,000 to the City's general revenues starting in 2016.

*** Units counted in these projects under the Land Predesignation and HeadStart on a Home Programs only include those units that were not already counted as affordable ownership units under the City's Mortgage Flexibilities Support Program (MFSP).

****The Provincial HeadStart on a Home Program has approved 483 entry-level units for expected completion in 2016 and 2017. Additionally, a number of the entry-level units completed in 2015 remain unsold. Therefore, given the absorption in recent years, it is likely that some of these units may remain available unit 2018.

Financial Summary on Next Page

Financial Summary - Affordable Housing Reserve (2013 to 2016):

Revenue:

Unallocated Balance (January 1, 2013):	\$ 130,504
2008 to 2012 Funding Allocated for 2013 Projects:	1,848,731
2008 to 2012 Funding Allocated for 2013 Contracts:	92,138
Transfers from the Neighbourhood Land Development Fund (for 2014 and 2015):	2,000,000
Transfers from the Neighbourhood Land Development Fund (for 2016):	500,000
Operating Budget Contribution (2013 to 2016):	1,000,000
Transfer from Pleasant Hill Village Reserve (2014):	500,000
Provincial Grant from RCI Program:	3,754,022
Operating Surplus from Saskatoon Housing Authority:	3,177
Total Revenue:	\$9,828,572

Expenses:

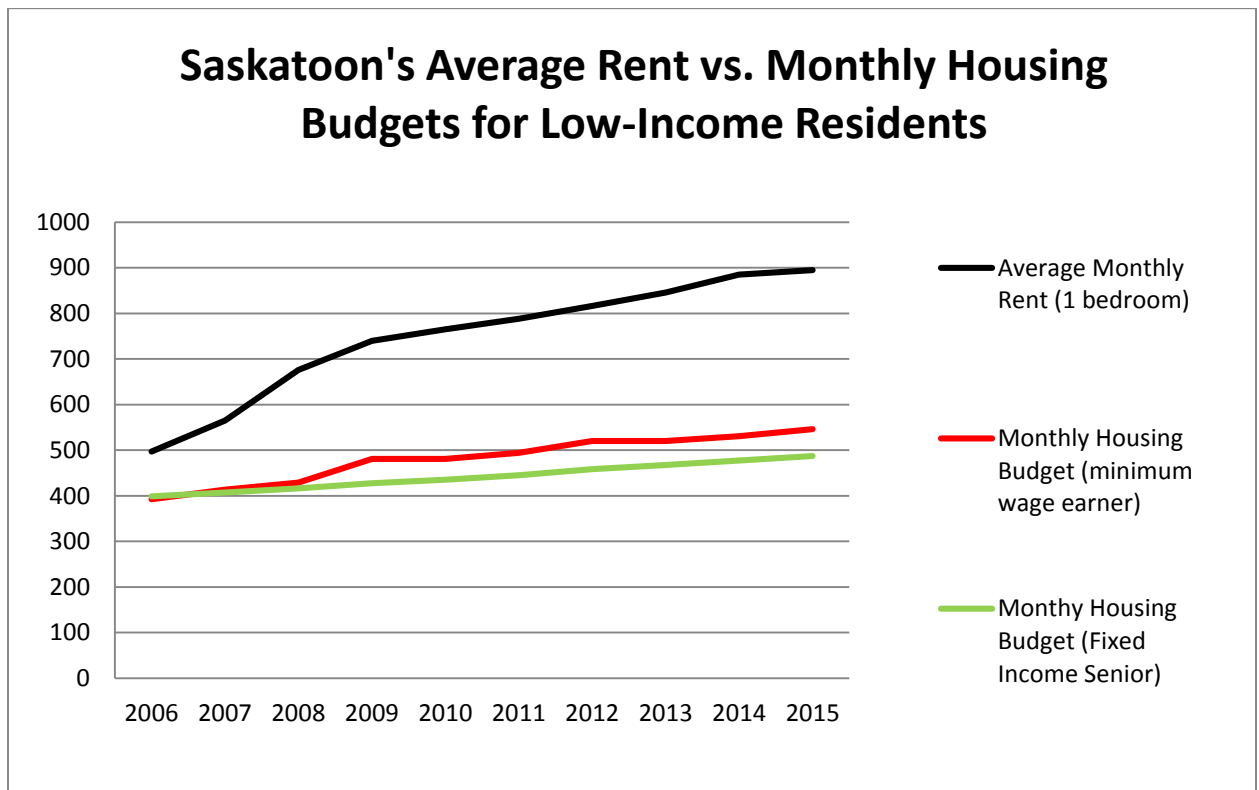
Additional City Contributions to 2008 to 2012 Projects:	\$ 25,720
City Contributions to New Housing Units (2013 Projects):	1,886,281
Provincial RCI Contributions (2013 Projects):	850,569
City Contributions to New Housing Units (2014):	609,828
Provincial RCI Contributions (2014):	1,228,948
City Contributions Committed to New Housing Units (2015):	1,143,584
Provincial RCI Contributions Committed to Rental Units (2015):	616,082
City Contributions Committed to New Housing Units (2016):	334,748
City Contributions Allocated to Secondary Suite Rebates (2016):	47,873
Provincial RCI Contributions Committed to Rental Units (2016):	1,058,423
Unallocated Funding Available for Affordable Housing Grants:	478,207
Salaries and Administration:	658,958
Contracts (Business Planning, Research, and Housing First Projects):	704,999
Total Expenses:	\$9,644,220

Contingency: **\$184,352**

Increasing the Supply of Affordable Rental Housing to Meet the Needs of Low Income Households

1. Affordability Challenges for Low-Income Households

Rental rates are leveling off, but at price points that are beyond the reach of low-income households. Seniors on fixed incomes, minimum wage earners, single parents, and those with mental or physical health challenges are some of the segments in Saskatoon that are not able to pay full market rent. The chart below illustrates the gap between what two common groups of low-income households can afford to pay and what the market is charging for rent.



A minimum wage earner working full time (40 hours per week) earned \$1,820 per month in 2015. Spending 30% of their income on housing, a minimum wage earner has \$546 per month for rent, which is well below Saskatoon’s average rent for a one bedroom apartment of \$895. Events, such as a minor illness or the loss of a roommate, can leave them homeless.

Seniors on a fixed income can also have trouble finding housing they can afford. A senior receiving the maximum benefit from the Canada Pension Plan, as well as Old Age Security, received \$1,624 per month in 2015, and if they were to rent an average one bedroom apartment in Saskatoon for \$895, they would be spending 56% of their income on rent and have little left for other necessities.

These low-income tenants depend on 28 agencies in Saskatoon that operate more than 4,500 subsidized rental units. The vacancy rate for these units remains

around zero, as tenants needing subsidized housing often find themselves on waiting lists for housing they can afford.

To qualify for affordable rental housing, low-income households must be below the Saskatchewan Household Income Maximums (SHIMs), as shown in the table below:

Saskatchewan Household Income Maximums (SHIMs)

	Minimum Size Home Required by Household			
	One Bedroom	Two Bedroom	Three Bedroom	Four Bedroom
No Disability	\$38,000	\$46,000	\$55,000	\$66,500
Disability	\$43,700	\$52,900	\$63,300	\$76,400

2. Increasing the Supply of Affordable Rental Housing

Affordable rental housing serves the needs of Saskatoon’s most vulnerable residents and comes in many forms, including temporary shelters, transitional housing, supported housing, rent-geared-to-income units, and units that are only slightly below market rates.

Affordable rental units require the largest financial investment of all the types of attainable housing. Creating new affordable rental units requires grants from the government and charitable sectors to cover 30 to 70% of the cost of construction. The level of capital grants required is dependent on the types of units, how low the rents will be below market rates, and how many years the owner commits to keeping the rent affordable.

The City of Saskatoon’s (City) grants of up to 10% do not stimulate the construction of affordable rental units on their own, but when combined with grants from other levels of government, the City is able to create additional units by stretching the available funding.

The major funder of affordable rental housing is the Saskatchewan Housing Corporation (SHC) through their Rental Development Program. Proposals were accepted for this funding in January 2016, and the Administration is aware of four Saskatoon housing providers that have applied for this funding.

The successful applicants for the SHC funding will be looking to the City for additional funding of up to 10% of the total capital cost of these projects. Due to the limited funding allocation of \$500,000 to the Affordable Housing Reserve in 2016, some of these projects may get delayed until additional City funding is available.

3. Ensuring People can Transition out of Affordable Rental Housing

Given the high cost of creating affordable rental housing, it is important to ensure that tenants can move on to market priced housing if their income goes up. The City’s efforts at creating attainable housing for those with moderate income helps ensure that tenants move on when their income rises.

When the housing shortage was acute in 2008, tenants were staying in affordable rental housing for as long as they could qualify simply because they had nowhere else to go. This City's affordable ownership and purpose-built rental programs have increased the supply of housing that people can transition to from affordable rental housing thus freeing up needed spaces for those with lower incomes.

Attainable housing is a continuum and the City's work to increase the supply across the continuum has helped ensure that affordable rental units are going to those who most need it.

Housing for those with Moderate Income

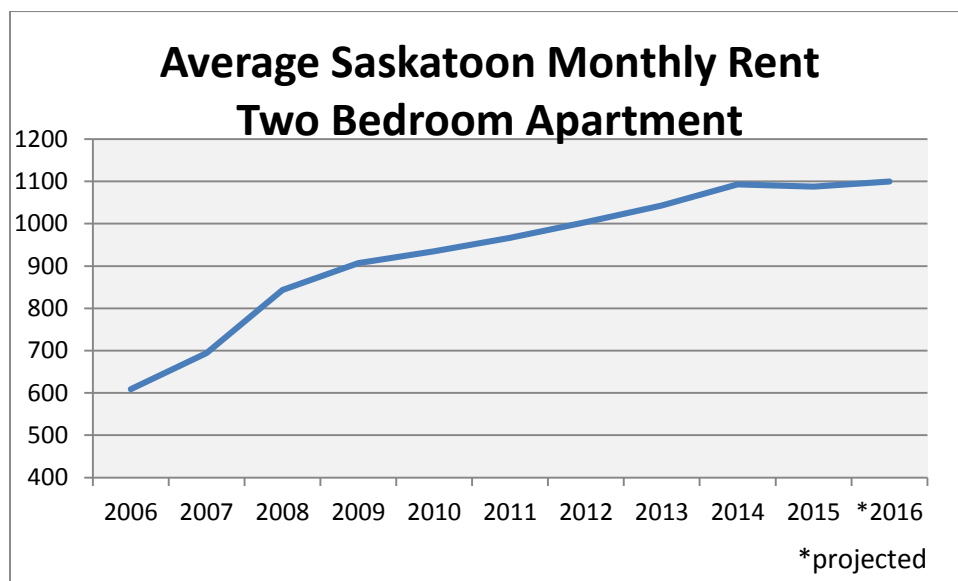
1. Definition of Moderate Income

Households with moderate income have income that is below Saskatoon's average income, but above the income limits for affordable rental housing (see attachment 2). An accurate definition of moderate income takes into account the size of home needed. For a typical Saskatoon household requiring a two bedroom home, moderate income would range between \$46,000 and \$84,000.

Saskatoon's median income of \$66,600 is right in the middle of the moderate-income range, indicating that a large portion of Saskatoon's population would be considered moderate income.

2. The Rental Market is Leveling Off

Moderate-income earners make up a large part of the demand for rental housing and this income group has been affected by significant rental increases in recent years. Rental rates are leveling off, as shown in the chart below. The average rent for a two bedroom apartment fell by \$5 per month in 2015, to \$1,088 after nine years of sharp increases. The Canada Mortgage and Housing Corporation (CMHC) is predicting that rental rates will remain relatively stable in 2016 and 2017.

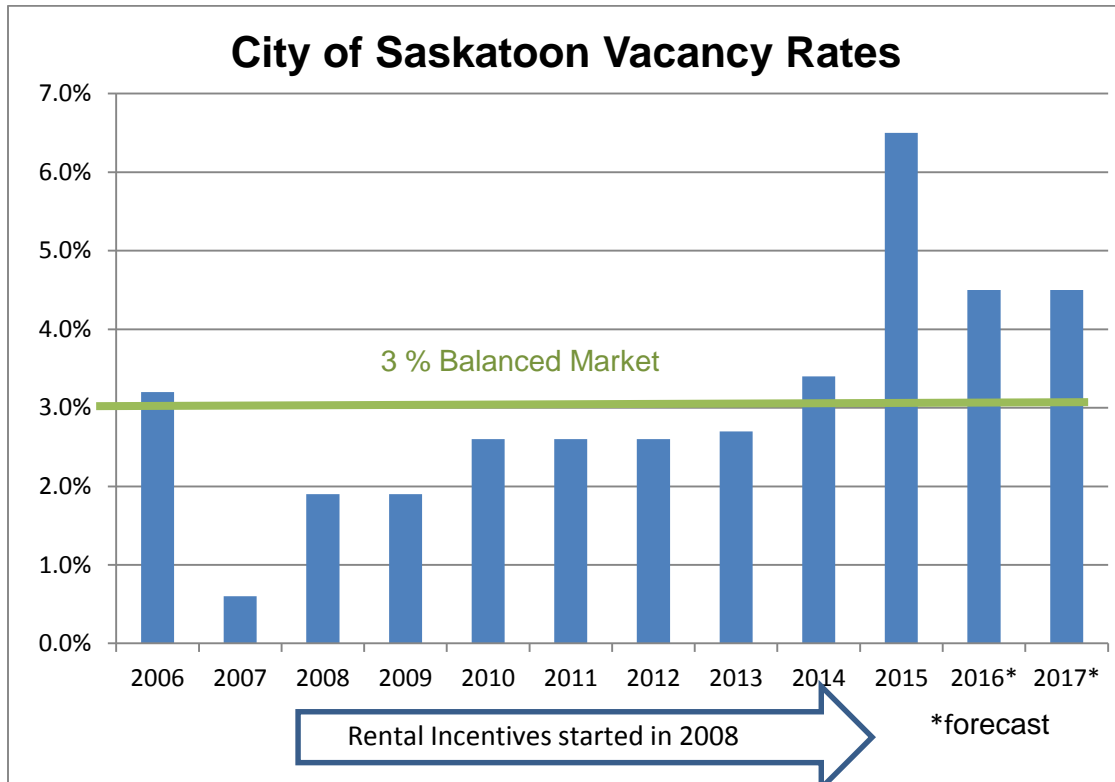


Rental rates are closely related to the city's vacancy rate, which rose significantly in 2015, as shown in the chart on the next page. The CMHC attributes the increase in vacancy rates partially to a reduction in the migration of temporary workers to Saskatoon in 2015.

On the supply side, an additional 351 new purpose-built rental units came on the market in 2015. Most of these new units received incentives under the City of

Saskatoon’s (City) New Rental Land Cost Rebate Program and would not likely have been built without the City’s program.

A final factor affecting the current high vacancy rate is that CMHC is reporting that 2,184 condominium units were rented out in 2015. These units could become owner occupied at any time putting additional tenants in the rental market and lowering the city’s vacancy rate.



As shown in the chart above, the City’s New Rental Construction Land Cost Rebate Program provided incentives for six years, from 2008 to 2014, before the rental market returned to a balanced level in 2014.

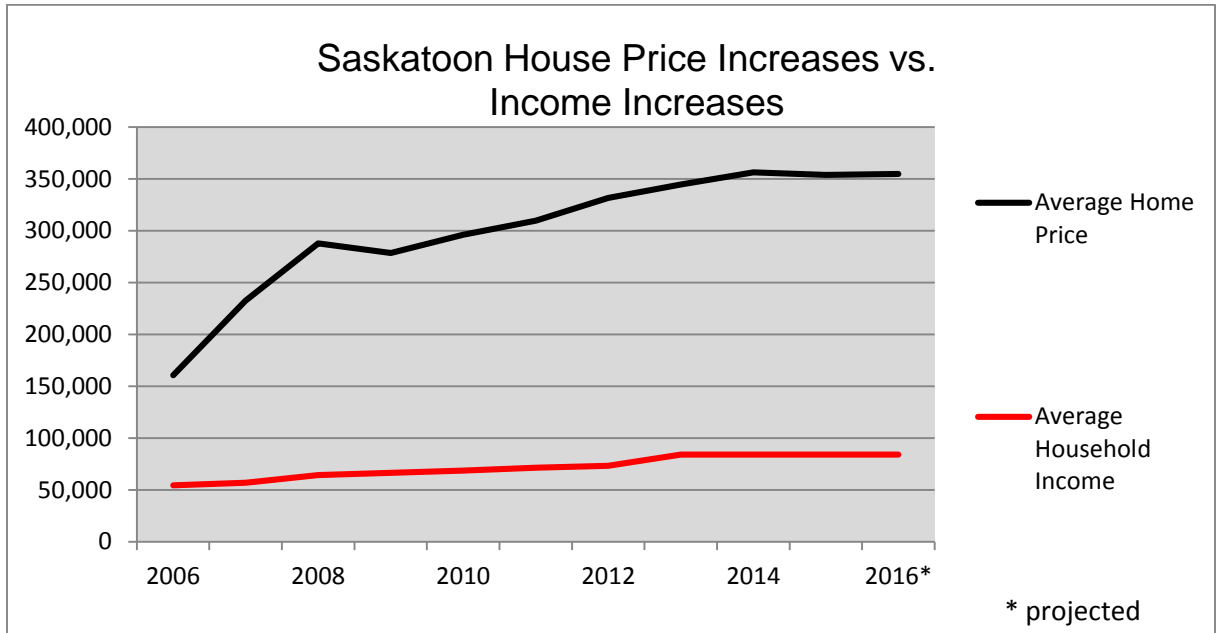
A long-term approach must be taken when allocating resources for purpose-built rental housing. While the supply is currently more than adequate, shortages of rental housing can appear suddenly, as was the case in 2007 when the vacancy rate dropped from 3.2% to 0.6% in a matter of months.

The City has no further capacity to support new purpose-built rental projects. The Saskatchewan Housing Corporation’s cost-sharing program has expired and the 2,000 unit quota set by City Council for tax abatements have been fully allocated.

3. Housing Prices Stable

As the chart on the next page illustrates, average house prices have leveled off after nine years of steady increases. In 2015, the average price of a Saskatoon home sold through the MLS system dipped by less than 1% to \$353,972. The

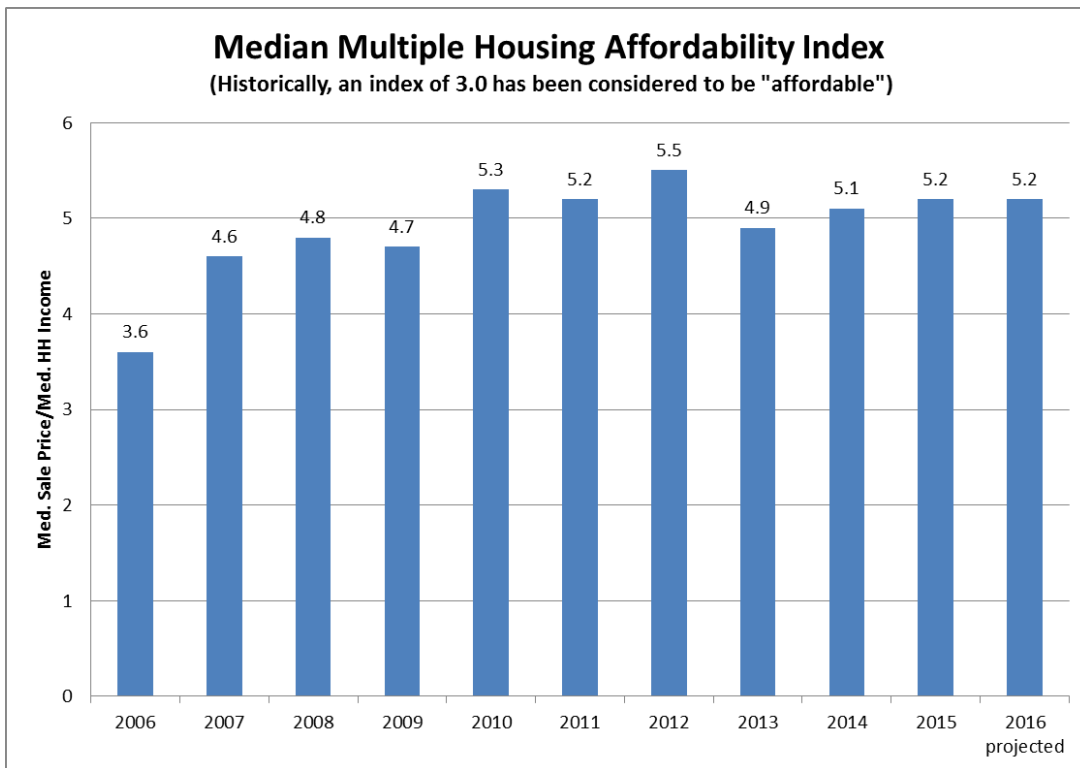
CMHC is predicting that prices will remain relatively stable throughout 2016 and 2017.



Household incomes have also leveled off in Saskatoon, as shown in the bottom line of the chart. A household income of at least \$85,000 is required to purchase the average Saskatoon home. While the average Saskatoon household income is estimated to be approximately \$84,000, the median household income is much lower and estimated to be \$66,600. Therefore, it is evident that many Saskatoon households with moderate income find it a challenge to purchase a home.

The chart on the next page compares median household incomes and median home prices in Saskatoon. The Median Multiple is leveling off just above 5.0. This means it takes over five times the median household income to purchase the median priced Saskatoon home.

Historically, a Median Multiple below 3.0 has indicated a reasonably affordable housing market. Low interest rates in recent years has allowed many households to purchase a home priced at up to four times their income, but purchasing a home priced at five times income is generally not feasible.



4. Availability of Housing Priced Below Average and Median Price Points

The charts in the section above show that many moderate-income homebuyers in Saskatoon can only afford homes that are priced well below the average and median prices for the city. The City’s support for affordable and entry-level housing has made home ownership possible for this group. The average and median prices for affordable and entry-level homes is approximately \$270,000; well below the city-wide numbers.

In 2015, home buyers purchasing under the City’s Mortgage Flexibilities Support Program (MFSP) had an average household income of \$60,173, and a median household income of \$61,000. These income groups are considered moderate and need the City’s programs to enter the ownership market.

Entry-level and affordable ownership homes are essentially the same product with the main difference being that the affordable buyers qualify for a 5% down payment grant under the City’s MFSP program.

At the end of 2015, the supply of entry-level and affordable ownership homes had caught up with the demand with 54 affordable units and over 100 entry-level units complete and available for purchase. With an additional 273 entry-level units scheduled for completion in 2016, there is now adequate supply in this market.

Targets for the City’s MFSP were reduced to 50 units in 2016, due to the expiration of provincial funding for the program and the City’s need to cover the provincial contribution through extended tax redirection. A capacity of 50 new units is sufficient for 2016, due to the unsold inventory at the beginning of the year; however, the City’s capacity for 2017 will need to be reviewed.

Creating Attainable Housing in All Areas of the City

1. Moderate-Income Housing is Well Distributed Across the City

An important priority of the Housing Business Plan is that attainable housing be created in all areas of the city. The charts below show that new attainable housing projects are being built on both sides of the river, with recent projects mostly being on the east side of the river. This trend is compensating for the years prior to 2014 when most of the attainable housing was being built west of the river.

The tables indicate that purpose-built rental, affordable ownership, and entry-level housing, targeted at moderate-income earners, are adequately distributed across the city. However, affordable rental housing for low-income residents is still being concentrated on the west side of the river.

Table 1: Location of Attainable Housing Units Supported By Year

	2013	2014	2015	2016	Total
East Side of River	92	446	428	483	1,449
West Side of River	537	67	132	177	913
Downtown	0	29	0	0	29
Total Units	629	542	560	660	2,391
Inside Circle Drive	42	96	111	90	339
Outside Circle Drive	587	446	449	570	2,052
Total Units	629	542	560	660	2,391

Table 2: Location of Housing Units by Housing Type

Housing Type	East	West	Downtown	Total
Purpose-Built Rental	734	268	0	1,002
Affordable Ownership	106	143	0	249
Affordable Rental	27	158	29	214
Secondary Suites	99	47	0	146
Entry-Level Ownership	483	297	0	780
Total Units	1,449	913	29	2,391

2. Housing for Low-Income Households is Being Built in Appropriate Locations

The table on the next page shows all affordable rental projects built for low-income households in the 2013 to 2016 period. Most of these projects are located on the west side of the river; however, all projects have been built in appropriate locations.

Four projects (61 units) built during this period were located in areas with a low concentration of affordable rental housing addressing the City's priority of creating affordable rental housing in all areas of the city. Two of these projects were able to choose the location they did because the City provided a supplemental grant of 5% under the Land Cost Differential Incentive to offset the higher cost of land in these locations. The other two were able to address the City's priority without a supplemental grant.

Most of this affordable rental housing created in the 2013 to 2016 period has been located in west-side locations with a medium concentration of affordable rental housing – specifically in or adjacent to the Confederation Suburban Centre. Suburban centers tend to be good locations for affordable rental housing as they have the necessary amenities that low-income households depend upon, including transit, community centers, shopping, and medical services.

In this same four-year period, the City has only supported ten new affordable rental units in areas with a high concentration of affordable rental housing, generally defined as the neighbourhoods between Idylwyld Drive and Circle Drive. The location for these ten units was chosen specifically to be near needed supports for the client group being housed.

Affordable Rental Projects Supported 2013 to 2016			
Neighbourhood	Concentration of Affordable Rental Units		
	Low	Medium	High
Blairmore Suburban Centre	20	0	0
Pacific Heights	0	74	0
Confederation Suburban Centre	0	40	0
Mount Royal	0	0	2
City Park*	14	0	0
Greystone Heights*	12	0	0
Central Business District	0	29	0
Lakewood Suburban Centre	15	0	0
Westmount	0	0	1
King George	0	0	7
Total Projects	61	143	10

*project received a supplemental grant under the Land Cost Differential Incentive.

Given the limited funding available for supplemental grants under the Land Cost Differential Incentive, housing providers have been effective in addressing the City’s priority of creating affordable rental housing in all areas. Much of this success can be attributed to three providers (Saskatoon Housing Coalition, Westgate Attainable Housing, and Elim Lodge) that had purchased land for their projects prior to 2007 when land prices started to increase rapidly.

In the future, the City may need to allocate more resources to the Land Cost Differential Incentive to ensure that affordable rental housing is built in areas that lack it, particularly on the east side of the river.

It is important to note that the City does not impose punitive measures to housing projects located within areas of high concentration. Instead, the City offers an extra 5% toward the capital construction costs, if the housing is located in areas with a low concentration of affordable rental housing.

Innovative Housing Incentives - Mortgage Flexibilities Support Program - Innovative Residential Investments Inc. - Application for a Bundled Project and Related Policy Change

Recommendation

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

1. That a total of 32 affordable housing units to be built at 720 Baltzan Boulevard, 730 Baltzan Boulevard, 250 Akhtar Bend, and 315 Lewin Way (address still to be officially assigned) be designated under the Mortgage Flexibilities Support Program, as defined in Innovative Housing Incentives Policy No. C09-002, contingent upon these housing projects being fully approved for mortgage loan insurance flexibilities by Genworth Canada and/or Canada Mortgage and Housing Corporation;
2. That Innovative Housing Incentives Policy No. C09-002 be amended to facilitate the approval of bundled housing projects that include more than one location; and
3. That the City Solicitor be requested to prepare the necessary incentive and tax sponsorship 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 a bundled housing project that includes four separate sites be designated under the Mortgage Flexibilities Support Program and to recommend a policy change to facilitate the approval of bundled projects.

Report Highlights

1. Innovative Residential Investments Inc. (Innovative Residential) has applied for a bundled project, including four locations to be designated under the Mortgage Flexibilities Support Program (MFSP).
2. A policy change is proposed to facilitate the approval of bundled housing projects under the City of Saskatoon's (City) attainable housing programs.

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 November 30, 2015 meeting, City Council set a target of 400 new attainable housing units for 2016, 50 units of which were to be affordable ownership units sold under the MFSP.

Report

Innovative Residential's Bundled Housing Project

On January 20, 2016, the Planning and Development Division received a bundled proposal from Innovative Residential requesting that 32 units be designated under the MFSP and be eligible for down payment grants. This project will include homes in four separate locations in the Evergreen and Stonebridge neighbourhoods. The homes will be modular-built with on-site construction beginning in the spring of 2016. There are a variety of one-, two-, and three-bedroom units at the four locations. Further information on these housing projects is found in Attachment 1.

Rather than applying for four separate projects under the City's MFSP, these four locations have been bundled into one large project. Innovative Residential is requesting that 32 of the 158 units be designated under the MFSP and be eligible for down payment assistance.

The bundled approach will allow some flexibility in assigning the units according to market demand for the different locations, sizes, and styles of units. The 32 units approved under the MFSP can be at any of the four locations; however, the following limitations will be applied to prevent an over concentration of the MFSP units:

- a maximum of 40% of the units at any one site will receive a down payment grant under the MFSP;
- a maximum of 7 one-bedroom units will receive a down payment grant under the MFSP; and
- a minimum of 7 three-bedroom units will receive a down payment grant under the MFSP.

Down payment grants equal to 5% of the purchase price will be made available for these 32 units. Households will need to have incomes below the Maximum Income Limits (MILs) and a net worth below \$25,000 to qualify for a down payment grant. Currently, the MILs are \$78,400 for households with dependents and \$70,900 for households without dependents.

The cost of financing the 5% down payment grants will be shared between Innovative Residential and the City; Innovative Residential will provide 3% and the City will provide 2%. The City's portion will be recovered through the redirection of property taxes back into the Affordable Housing Reserve over a period of approximately five years.

Innovative Residential, in partnership with the National Affordable Housing Corporation, may provide tax sponsorships to buyers who require some monthly assistance to qualify for a mortgage. These incentives will come from the builder's own resources. Administration of the tax sponsorship program will be provided by the City.

Proposed Policy Change to Allow for Bundled Housing Projects

The Administration is proposing an amendment to Innovative Housing Incentives Policy No. C09-002 (Policy) that will facilitate and encourage the bundling of various housing sites into larger housing projects. This will allow home buyers and tenants to choose from a larger variety of locations, sizes, and price points. It will also reduce the number of reports going to City Council.

It is recommended that the following sentence (underlined) be added to Section 2.8 of the Policy:

Approved Project – is a housing development which has been designated by City Council, via application, and approved for one or more of the incentives identified within this policy. An approved project may include more than one site in different locations of the city.

Options to the Recommendations

City Council could choose to not approve these recommendations. If this option were chosen, Innovative Residential would be free to submit four separate applications for these projects to be designated under the MFSP.

Public and/or Stakeholder Involvement

No public or stakeholder involvement is required.

Policy Implications

This report recommends a change to the Policy.

Financial Implications

The funding source for the 32 down payment grants, totalling approximately \$166,400, is the Affordable Housing Reserve. The full amount of the grants will be returned to the Affordable Housing Reserve through the redirection of municipal and property taxes over a period of approximately five years. These grants can be accommodated within approved reserve funding.

Other Considerations/Implications

There are no environmental, privacy, or CPTED implications or considerations; a communication plan is not required as builders are responsible for marketing MFSP projects.

Due Date for Follow-up and/or Project Completion

The housing projects are scheduled to be complete by December 31, 2016.

Public Notice

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

Attachment

1. Innovative Residential's Bundled Housing Project: Details, Renderings, and Maps

Report Approval

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

S/Reports/2016/PD/PDCS – Innovative Housing Incentives – Mortgage Flexibilities Support Program – Innovative Residential Investments Inc. – Application for a Bundled Project and Related Policy Change/lc

Innovative Residential's Bundled Housing Project: Details, Renderings, and Maps

Details:

The four housing sites are all good locations for multi-unit ownership housing with appropriate zoning and nearby amenities. The housing units will be modular-built by Grandeur Housing Ltd. and assembled on site by Innovative Residential. The homes will all include extensive upgrades to achieve energy efficiency and will meet or exceed all architectural requirements for the neighbourhoods.

Urban Flats Phase 1:

The Urban Flats Phase 1 project will be a three-storey apartment building with underground parking located at 720 Baltzan Boulevard in the Evergreen neighbourhood. It will include 27 two-bedroom units priced from \$237,900 to \$252,900 and 15 one-bedroom units priced from \$172,900 to \$203,900. The first units will be ready for occupancy by July 2016.

Urban Estates:

The Urban Estates project will be a stacked townhouse project located at 250 Akhtar Bend in the Evergreen neighbourhood. It will include 14 three-bedroom units priced from \$299,900 to \$302,900 and 14 two-bedroom units priced from \$221,900 to \$223,900. The first units will be ready for occupancy by July 2016.

Cory Flats:

The Cory Flats project will be a stacked townhouse project located at 315 Lewin Way (address subject to change) in the Stonebridge neighbourhood. It will include approximately 24 three-bedroom units priced from \$299,900 to \$302,900 and 14 two-bedroom units priced from \$221,900 to \$223,900. The first units will be ready for occupancy by December 2016.

Urban Flats Phase 2:

The Urban Flats Phase 2 project will include approximately 22 three-bedroom units priced from \$287,900 to \$297,900 and 22 two-bedroom units priced from \$211,900 to \$223,900. The first units will be ready for occupancy by December 2016.

Approximate Housing Costs by Unit Size:

Sample Unit	Selling Price	Monthly Costs	Minimum Income Required
One-Bedroom Apartment Style	\$172,900	\$1,330	\$45,000
Two-Bedroom Townhouse Style	\$211,900	\$1,605	\$55,000
Two-Bedroom Apartment Style	\$237,900	\$1,745	\$60,000
Three-Bedroom Townhouse Style	\$299,900	\$2180	\$70,000

Site Rendering of the Evergreen Projects:

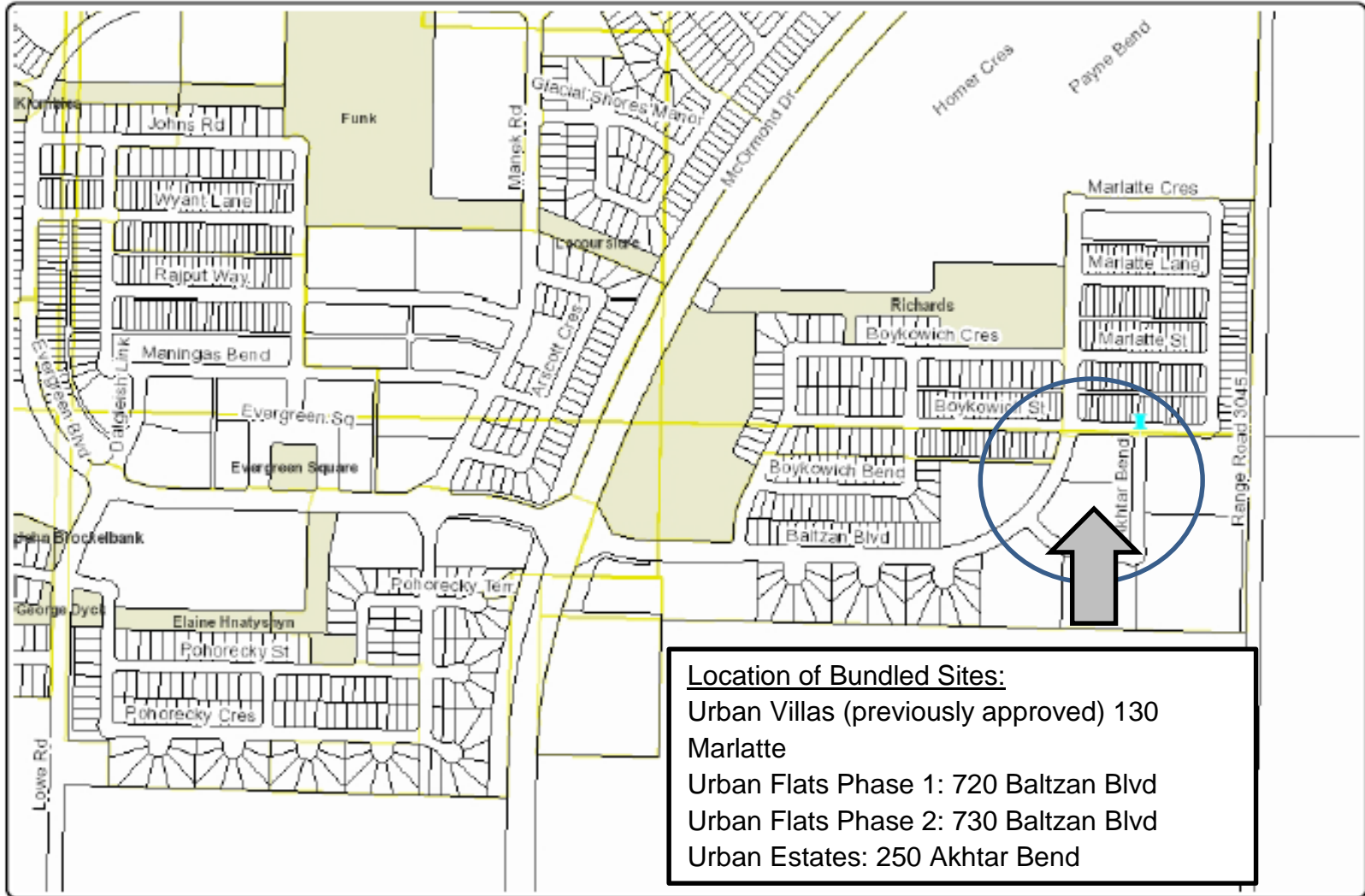


Typical Townhouse Rendering for Evergreen and Stonebridge Locations:



Evergreen Neighbourhood

Printed: February 2, 2016
Scale: 1:7,131

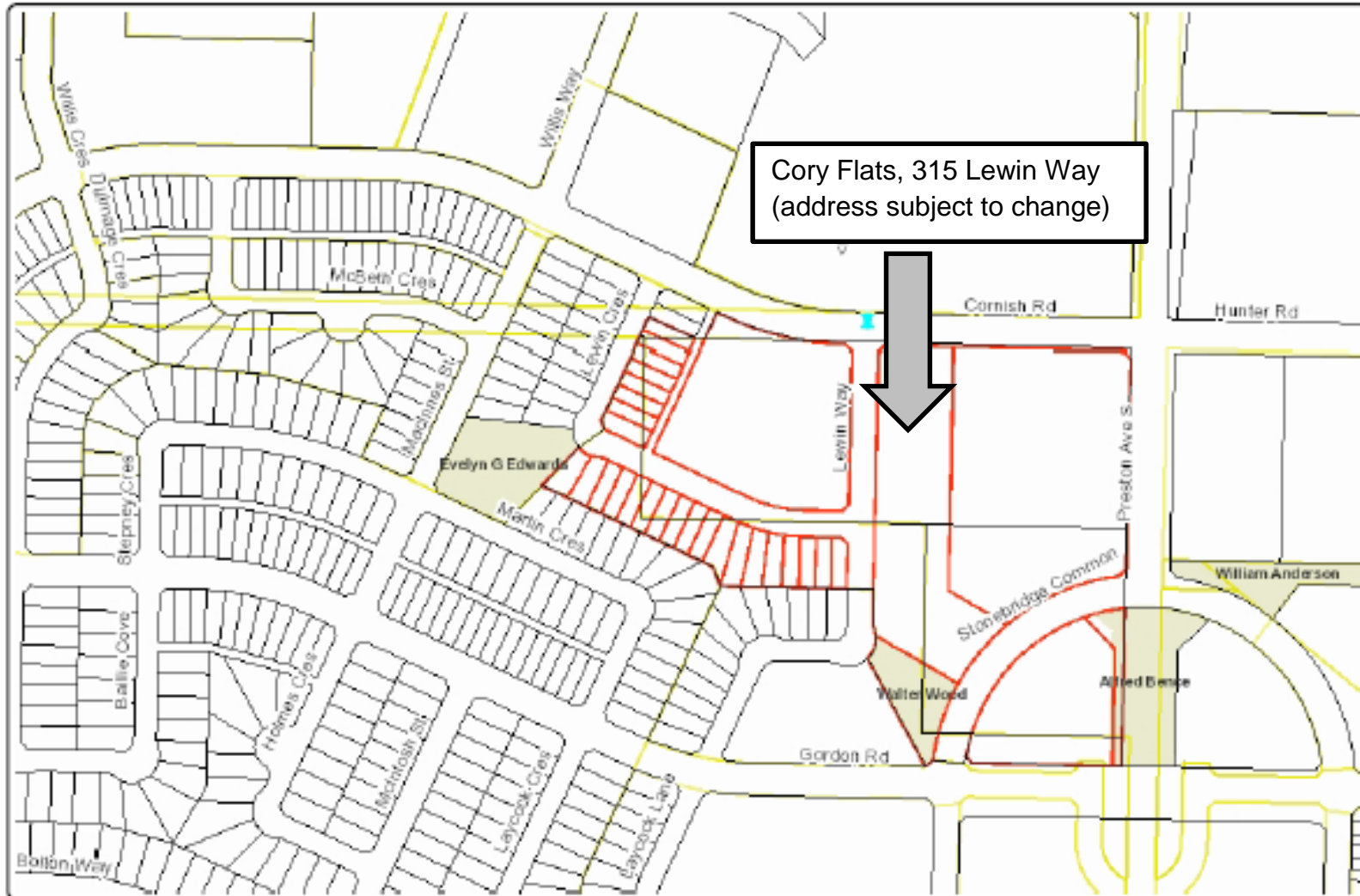


Disclaimer: This information is supplied solely as a courtesy and the City of Saskatoon makes no guarantee as to its accuracy. The recipient accepts all risks and expenses which may arise from the use of this information.

© Copyright - City of Saskatoon

Cory Flats Site

Printed: February 4, 2016
Scale: 1:3,566



Disclaimer: This information is supplied solely as a courtesy and the City of Saskatoon makes no guarantee as to its accuracy. The recipient accepts all risks and expenses which may arise from the use of this information.

© Copyright - City of Saskatoon

Chief Whitecap Park Master Plan Update

Recommendation

That the report of the General Manager, Community Services Department, dated March 7, 2016, be forwarded to City Council for information.

Topic and Purpose

The purpose of this report is to provide an update on the detailed design process for Chief Whitecap Park.

Report Highlights

1. The detailed design process for Chief Whitecap Park (CWP) is currently underway and will be completed in 2016. Prior to the final plan being approved in 2016, and construction completed in 2017 or 2018, the land will continue to be used as an active and passive recreation area.
2. Construction of a gravel parking lot at the north access of CWP is to begin in 2016, weather permitting.

Strategic Goal

This report supports the Strategic Goal of Quality of Life whereby citizens have access to facilities and programs that promote active living, and enjoy the natural beauty and benefits of parks, trails, and the river valley that brings people together.

Background

At its June 14, 2010 meeting, City Council approved the CWP Master Plan (Master Plan). The Master Plan provides direction on the future design and function of this City-owned land. It will include an off-leash dog area; improvements to pathways and park amenities, including the development of adequate parking areas for users; the naturalization of a large upland area; and an area for cultural, historical, and natural interpretation.

At its December 2012 meeting, City Council approved the Master Plan Capital Project No. 2353. The capital budget allocated \$140,000 to complete the detailed design for CWP.

The City submitted a discretionary use application to the Rural Municipality of Corman Park (RM) in 2013, requesting approval of the Master Plan. The City's discretionary use approval for CWP is still pending, subject to completing a detailed design and the City responding to a number of other RM Council conditions (see Attachment 1).

At its July 23, 2015 meeting, City Council approved \$60,000 in funding from the Animal Services Reserve to amend the scope of Capital Project No. 2353 to include the construction of a gravel parking lot at CWP.

At its February 8, 2016 meeting, the RM Council amended condition no. “v.” of the discretionary use response. In communication with the RM Administration, the amended condition now states:

“Condition ‘v.’ of the June 17, 2013 Chief Whitecap Park discretionary use approval be changed to read ‘the off leash area of the park being no less than 80 acres and fenced from the rest of the park and adjacent properties to Council’s satisfaction;”

Report

CWP Detailed Design Update

The City has partnered with Meewasin Valley Authority (Meewasin) to undertake the detailed design of the CWP site. This is based on the existing Master Plan and conditions of approval from the RM. On September 9, 2015, a public open house was held to present an updated Master Plan and gather feedback. Through this feedback, suggested amendments were:

- a) shifting the off-leash dog park to allow access to the riparian tree line and floodplain;
- b) shifting the proposed Meewasin/TransCanada Trail to the east to wrap around the proposed off-leash dog park;
- c) repositioning the north parking area further to the south to address safety concerns and provide adequate distance from residences to the north; and
- d) increasing the size of the proposed off-leash dog park.

In the fall of 2015, the Administration continued to work with Meewasin and Stantec to amend the Master Plan (see Attachment 2). The following changes are reflected in the updated Master Plan:

- a) off-leash dog park has shifted to the west side of the uplands to allow for river access;
- b) off-leash dog park remains at 80 acres of City-owned land but with the access to the river and flood plain area, it provides access to significantly more area than 80 acres;
- c) north portion of the Meewasin/TransCanada Trail has shifted to the east and wraps around the off-leash dog park;
- d) construction of a chain link fence to the north;
- e) page wire fencing along the north, east, and south perimeter; and
- f) additional gates along the east side of the off-leash dog park.

Below is a preliminary schedule of important dates in the process to complete CWP detailed design:

- a) March 17, 2016 - Meewasin Development Review Committee meeting (information only);
- b) March 21, 2016 - City Council meeting;
- c) April 7, 2016 – Crime Prevention Through Environmental Design (CPTED) Committee meeting; and

- d) May/June 2016 – RM Council for discretionary use.

Subject to RM discretionary use, the Administration will submit an application to the Meewasin Development Review Committee and Meewasin Board for approval.

In the meantime, until construction is complete, the land will continue to be used as a naturalized active and passive recreation area.

Construction of a Gravel Parking Lot at CWP

The RM has an on-going concern with the unofficial parking along the roadway adjacent to CWP, which at times, may block access to local roads and private property. The City Administration received quotes last fall; however, costs to construct the proposed parking lot were too high, and a decision was made to defer the construction until 2016. Construction to build a parking lot to alleviate parking concerns along Saskatchewan Crescent is expected to begin in Spring 2016, weather permitting.

Public and/or Stakeholder Involvement

The updated Master Plan was presented to the public at three information sessions held on January 26, 2016, at the German Cultural Centre. In total, 96 people attended the meetings, and 57 people provided comments. Of these responses, 40 people (70%) approved or were satisfied with the plan, 10 people (18%) disapproved, and 7 people (12%) listed maybe or not sure of the plan. The public also had an opportunity to submit comments to meewasin.com and/or shapingsaskatoon.ca. A summary of the responses is provided in Attachment 3.

At the public information sessions, the Administration received a petition from Riverside Estates residents, indicating that they are opposed to the changes to CWP. They want the park left in its natural state without the proposed updates (see Attachment 3).

On February 2, 2016, the Administration received a letter from a group called Chief Whitecap Park Alliance, submitting an online petition of comments regarding the proposed changes to CWP (see Attachment 3).

On February 4, 2016, the Administration received a letter from the Recreational Off-Leash Organization (ROLO), indicating that the updated plan for CWP has been met with general approval from a large portion of stakeholders. However, there are still some concerns with the south entrance (see Attachment 3).

Communication Plan

To ensure the safety of people that use CWP, both with and without pets, the Administration wishes to clearly communicate that CWP is not yet a fully approved off-leash dog park. The City Administration intends to install temporary signs at CWP, summarizing the following key themes:

- a) CWP is the future home of a permanent off-leash dog park;
- b) violators may be subject to dangerous animal prosecution;

- c) in the meantime, please follow the RM's Dogs Running at Large Bylaw; and
- d) the RM Police should be notified to report activities of concern.

Financial Implications

The Master Plan capital project is funded through Capital Project No. 2353. Capital budget estimates for this project are \$1.868 million. City Council approved \$60,000 in July 2015 to construct a gravel parking lot; and at its December 2015 meeting, City Council approved \$140,000 to begin the naturalization process of the uplands and for construction of fencing, waste receptacles, dog bag dispensers, and signage.

The total remaining cost to complete the Master Plan is \$1.668 million. Subject to available capital funding, the remainder of the Master Plan will be implemented in future phases.

Safety/Crime Prevention Through Environmental Design (CPTED)

An updated Master Plan will be presented to the CPTED Committee on April 7, 2016. All recommendations from the CPTED Committee will be considered and addressed prior to implementation of the Master Plan.

Other Considerations/Implications

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

Due Date for Follow-up and/or Project Completion

Construction of the north gravel parking lot will occur in 2016, weather permitting. The process to begin naturalization of the uplands and construction of the fencing, waste receptacles, dog bag dispensers, and signage will be subject to RM approval of the discretionary use conditions.

Subject to RM approval of the City's discretionary use application and once the RM has amended its Dogs Running at Large Bylaw, the Administration will be submitting another report recommending that the City Solicitor's Office amend Animal Control Bylaw No. 7860 to include Chief Whitecap Park off-leash dog park within the scope of the bylaw. This report will also provide an update on the process for applying Dangerous Animals Bylaw No. 8176.

Public Notice

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

Attachments

1. Discretionary Use Application – Chief Whitecap Park Letter, Dated July 16, 2013
2. Updated Chief Whitecap Park Master Plan
3. Summary of Public Information Session Comments

Report Approval

Written by: Kevin Ariss, Open Space Consultant, Recreation and Community Development

Reviewed by: Lynne Lacroix, Director of Recreation and Community Development

Approved by: Alan Wallace, Acting General Manager, Community Services Department

S/Reports/2016/RCD/PDCS – Chief Whitecap Park master Plan Update/ks
FINALAPPROVED – A. Wallace – February 23, 2016

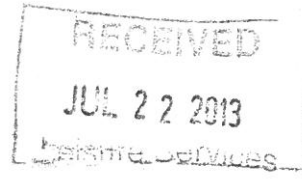
**Discretionary Use Application -
Chief Whitecap Park Letter, Dated July 16, 2013**

ATTACHMENT 1



July 16, 2013

Brad Babyak
Integrated Facility Supervisor
City of Saskatoon
222 3rd Avenue North
Saskatoon SK S7K 0J5



Dear Brad:

Re: Discretionary Use Application – Chief Whitecap Park

Council considered your application at its June 17, 2013 meeting and passed the following resolution:

“That the application of the City of Saskatoon to establish a Passive Recreation Use consisting of an off leash dog park, on leash park areas, natural, cultural and historical interpretive area, as outlined in the Chief Whitecap Park Master Plan, on E ½ 1 & SE 12-36-6-W3 be APPROVED as a discretionary use subject to:

- i. Council receiving and approval of detailed design;*
- ii. the City of Saskatoon to upgrade Cartwright Street and Saskatchewan Crescent as recommended in the November 2011 report prepared by AECOM at the sole cost of the City of Saskatoon;*
- iii. the road upgrades including corrections to the sharp curves on Cartwright Street and Saskatchewan Crescent as recommended in the AECOM report, or reduction of the speed limit so that the sharp curves are no longer a safety concern;*
- iv. the necessary amendments to RM policy to allow for the City of Saskatoon Animal Control Agency to enforce the City of Saskatoon Animal Control Bylaw in Chief Whitecap Park and to enforce and prosecute dangerous animals;*
- v. the off leash area of the park being reduced to no more than 80 acres and fenced from the rest of the park and adjacent properties to Council’s satisfaction;*
- vi. entering into a development agreement to ensure that the use complies with all relevant requirements of the District Zoning Bylaw and conditions of approval; and*
- vii. the development agreement addressing ongoing contributions to infrastructure costs that are affected by the proposed development including initial upgrade and ongoing maintenance of the infrastructure.”*

Rural Municipality of Corman Park No. 344

111 Pinehouse Drive, Saskatoon SK S7K 5W1 Phone: (306) 242-9303 Fax: (306) 242-6965
Email: rm344@rmcormanpark.ca Website: www.rmcormanpark.ca

I am out of the office from July 18th-29th. Once back I will start working on the policy amendments required. I may need some information during this process so I may be contacting you, but if you have any questions or comments please contact me.

Yours truly,



Chad Watson, MCIP
Manager of Development
RM of Corman Park No. 344
Phone: (306) 975-1663
Email: cwatson@rmcormanpark.ca

Rural Municipality of Corman Park No. 344
111 Pinehouse Drive, Saskatoon SK S7K 5W1 Phone: (306) 242-9303 Fax: (306) 242-6965
Email: rm344@rmcormanpark.ca Website: www.rmcormanpark.ca

Updated Chief Whitecap Park Master Plan



Copyright Reserved
 The Contractor shall verify and be responsible for all dimensions, do NOT rely on the drawing - any errors or omissions shall be reported to Stantec without delay.
 The Copyright in all designs and drawings are the property of Stantec. Reproductions in any form, without other than that authorized by Stantec, is prohibited.

- LEGEND**
- SECONDARY TRAIL
 - DOG PARK TRAIL
 - PRIMARY TRAIL - MEEVASIN TRANS-CANADA TRAIL
 - EXISTING MEEVASIN TRANS-CANADA TRAIL
 - EXISTING TRAIL TO BE UPGRADED
 - W WAYFINDING SIGNAGE
 - △ FENCE GATE
 - ▽ SEATING/LOOKOUT AREAS - TYPICAL
 - NATURALIZED PLANTING
 - ▨ RIPARIAN AREA - STEEP SLOPES
 - DOG PARK
 - INTERPRETIVE AREA - NO ANIMALS
 - x DOG PARK FENCE (PAIGE WIRE)
 - FENCE (6'-0" CHAINLINK)
 - EXISTING FENCE TO REMAIN
 - ★ EXISTING CHIEF WHITECAP STATUE / INTERPRETIVE AREA
 - - - PROPERTY LINE

FOR DISCUSSION PURPOSES ONLY

Client/Project: MEEVASIN VALLEY AUTHORITY
 CHIEF WHITECAP MASTER PLAN REVISION
 Saskatoon SK Canada
 PRELIMINARY CONCEPT PLAN

Project No: 113-14624 Scale: 1:2000
 Drawing No: Sheet

Summary of Public Information Session Comments

Concern	Administration's Response
Chief Whitecap Park (CWP) should be left in its natural state.	In 1961, the City of Saskatoon (City) purchased the land that is now CWP from the Federal Government with the condition that the land be made a public park. The current vision of CWP provides a balanced approach to current and future activities within the park while providing "Something for Everyone."
80 acres is not enough space.	In 2013, the City applied to the Rural Municipality of Corman Park (RM) for discretionary use of CWP. The application has been approved with conditions from the RM. The updated Master Plan describes the many programs that can coexist and with the access to the river and floodplain area, it provides access to significantly more area than 80 acres.
Why can the RM place conditions that the off-leash area only be 80 acres when the City owns the property?	CWP is owned by the City; however, it falls within the RM's jurisdiction; therefore, must comply with the RM's development regulations and conditions.
Why does there need to be fencing?	As part of the RM approval process, it is a condition of approval. Fencing is required to alleviate potential conflict between dog walkers and other users of the park.
Who is going to enforce the bylaw?	The City Administration submitted a discretionary use application in 2013 to the RM for CWP. Once the conditions of the RM have been met, the RM would have to amend their Dogs Running at Large Bylaw to allow for the City of Saskatoon Animal Control Officers to enforce its Animal Control Bylaw at CWP.
The parking lot is too small.	<p>The proposed parking lot at the north end of CWP will be 43 stalls, with the intent to have two other parking lots constructed. One will be located at the south (5 stalls) and one just north of the interpretive areas (10 stalls).</p> <p>The north parking lot will be designed to have space for future expansion if the need is warranted and funding becomes available.</p>
Will there be signage?	Yes. Temporary signage will be placed at CWP with the intent to have signage at the park entrances until the RM approves discretionary use.
Will there be washrooms?	At this time, washrooms are not within the scope of this project.
Why does there need to be a cultural area?	<p>The cultural area is there to provide a place where groups and individuals can visit and learn about the area and its historical importance.</p> <p>CWP was named after Chief Whitecap of the Dakota First Nation in recognition of the importance he played in guiding John Lake in establishing the Temperance Colony (present Saskatoon). In recognizing this, the cultural area includes a statue to commemorate Chief Whitecap. The area also includes the significant World War II rifle training range that played an important role in training Canadian troops before going overseas.</p>

Concern	Administration's Response
Will there be formal development and improved pathways down to the river?	The updated CWP Master Plan provides access to the flood plain. The updated plan does not include developing pathways down to the river.
Petition received from Nancy Keith on behalf of Riverside Estates signees: CWP should be left in its natural state.	In 1961, the City purchased the land that is now CWP from the Federal Government with the condition that the land be made a public park. The current vision of CWP provides a balanced approach to current and future activities within the park while providing "Something for Everyone."
Online petition received from Pat Thomas on behalf of Chief Whitecap Park Alliance: The MVA/TransCanada Trail be relocated back to the east side of the park as existed in the 2010 Master Plan.	The north portion of the MVA/TransCanada Trail has shifted to the east and wraps around the off-leash dog park.
Online petition received from Pat Thomas on behalf of Chief Whitecap Park Alliance: Some access provided from the south parking lot to the river for people with dogs, as it was in the 2010 Master Plan.	CWP was designed to reflect a balanced approach between off-leash users and other core program activities. Access to the river for those who wish to do so from the south parking lot are able, but dogs must be on-leash until they are on the floodplain.
Online petition received from Pat Thomas on behalf of Chief Whitecap Park Alliance: Any fencing required should be placed on the north and south end of the park to address concerns of concerns of local landowners.	Within the updated Master Plan presented January 26, 2016, fencing along the north end of the park has been added to address concerns of local landowners. The off-leash dog park has page wire fencing along the north, east, and south perimeter.
Online petition received from Pat Thomas on behalf of Chief Whitecap Park Alliance: A guarantee that motorized vehicles will not be allowed in the park in any season.	Once the RM approves discretionary use, the City's Facilities and Parks Usage Bylaw No. 7767 will apply. Motorized vehicles are not allowed in park space with the exception of maintenance vehicles or written or verbal permission from the City.
Online petition received from Michael Thompson for Rachelle Cameron and the Chief Whitecap Park Alliance: This is a very important off-leash dog park to many users. It is one of only two parks where dogs can cool off on a hot day. Restricting it to only on-leash serves a very few while ruining the park for dogs and dog owners.	CWP will not be restricted to only on-leash dog walking. Within the Master Plan, 80 acres along the northern portion of the park and riparian edge is provided for those who wish to walk off-leash. The updated Master Plan does not include fencing along the riparian edge; therefore, access to the floodplain and water is not restricted.

Concern	Administration's Response
<p>Letter from Recreational Off-Leash Organization (ROLO): Page wire fence be erected along the north border of the golf course.</p>	<p>Page wire fencing will be installed along the north, east, and south perimeter of the off-leash dog park. The Administration will investigate design options on the feasibility of this request.</p>
<p>Letter from ROLO: Within two years, provide a fenced bypass trail to be used by either the dog walking community or extension of the Meewasin Trail from the south parking area to the most southerly lookout point.</p>	<p>The south portion of CWP will remain on-leash. The Administration will investigate design options on the feasibility of this request.</p>
<p>Letter from ROLO: The potential to join the south parking area to the north off-leash area will provide a safe and compatible access for the many users who utilize this area to walk the full length of CWP.</p>	<p>The updated Master Plan includes a pathway along the west side of the park, a pathway along the east side, and proposed secondary paths within the park to allow for safe and compatible access for many users.</p>

Special Events Policy Revisions and Rating Tools

Recommendation

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

1. That the proposed revisions to Special Events Policy No. C03-007 and the event evaluation rating tools, as outlined in this report, be approved;
2. That the proposed revisions to Youth Sports Subsidy Program - Allocation Criteria Policy No. C03-034, as outlined in this report, be approved; and
3. That the proposed revisions to Reserves for Future Expenditures Policy No. C03-003, as outlined in this report, be approved.

Topic and Purpose

This report provides a summary of the proposed revisions to Special Events Policy No. C03-007, including the use of event evaluation rating tools and an adjudication committee in the administration of the Reserve for Major Special Events funds.

This report also provides a summary of the proposed revisions to Youth Sports Subsidy Program - Allocation Criteria Policy No. C03-034 and Reserves for Future Expenditures Policy No. C03-003, which are required due to revisions to Special Events Policy No. C03-007.

Report Highlights

1. In an effort to improve efficiency and clarity, a number of revisions are proposed for Special Events Policy No. C03-007 (Special Events Policy), which includes the establishment of a Special Events Adjudication Committee (Adjudication Committee) to review event applications. As a result of these proposed revisions, amendments are also required for Youth Sports Subsidy Program - Allocation Criteria Policy No. C03-034 (Youth Sports Subsidy Program Policy) and Reserves for Future Expenditures Policy No. C03-003 (Reserves for Future Expenditures Policy).
2. Event evaluation rating tools (rating tools) will be used to assess funding requests. Each category of event, Major Special Events and Profile Saskatoon Events, will have a unique rating tool. The assessed event score will determine the maximum amount of funding to be approved for the event.
3. The process for applying for funding has been revised to improve efficiency.

Strategic Goals

Under the City of Saskatoon's (City) Strategic Goal of Quality of Life, this initiative supports the long-term strategy of supporting community building through direct investment, community development expertise, and support to volunteers on civic boards, committees, and community associations.

Special Events Policy Revisions and Rating Tools

Also, under the Strategic Goal of Continuous Improvement, this initiative supports the long-term strategy of ensuring that our approach to citizen and stakeholder communications is integrated, proactive, and professional.

Background

At its October 27, 2014 meeting, City Council resolved, in part, that:

“the Administration be requested to review the Profile Saskatoon and Special Events components of the Special Events Policy, ...including consultation with other agencies and a review of best practices, to develop a formula for determining the level of support to be considered for these types of events.”

At its November 2, 2015 meeting, the Standing Policy Committee on Planning, Development and Community Services resolved, in part, that:

“the Administration report back outlining the final policy revisions and evaluation rating tool metrics for City Council approval.”

Report

Proposed Policy Revisions

The Administration is recommending a number of revisions to the existing Special Events Policy in order to provide clarity for organizations applying to this grant program and to incorporate the best practices identified through its consultation with other municipalities and agencies. The existing version of the Special Events Policy can be found in Attachment 1.

A complete overview of the proposed revisions to the Special Events Policy can be found in Attachment 2. Highlights of the revisions are as follows:

Adjudication Committee

The Administration is recommending the establishment of the Adjudication Committee to review and approve event applications, similar to the adjudication committees used for other grant funding programs such as Youth Sports Subsidy. The Adjudication Committee will consist of civic Administration and external stakeholders who have a vested interest in events taking place in the city. The Adjudication Committee will have the authority to approve funding requests to a maximum of \$100,000, based on the assessment of the event, using the rating tool. Funding requests over \$100,000 will require approval by City Council. The Adjudication Committee will report annually to the Standing Policy Committee on Planning, Development and Community Services on the amount of funding provided to events.

Use of Unexpended Youth Sports Subsidy Funds

The Administration has identified the need to separate the components related to the Unexpended Youth Sports Subsidy Funds from the Special Events Policy, as this funding program is specific only to those groups who are receiving the Youth Sports Subsidy. This funding program will be incorporated into the existing Youth Sports Subsidy Program Policy. The Administration is recommending renaming this policy the “Youth Sports Subsidy Program - Allocation Criteria and

Special Events Policy Revisions and Rating Tools

Special Events Policy” to capture both the subsidy and special event grant aspects of this program. Attachment 3 identifies the proposed revisions to be made to the Youth Sports Subsidy Policy with the revisions identified using italicized font and deletions using strikethroughs.

Reserves for Future Expenditures

Given the proposed revisions to the Special Events Policy and Youth Sports Subsidy Program Policy, revisions are also required to be made to the Reserves for Future Expenditures Policy. Attachment 4 identifies the proposed revisions to be made to the applicable sections within the Reserves for Future Expenditures Policy with the revisions identified using italicized font and deletions using strikethroughs.

The Administration is proposing that the existing Reserve for Special Events be renamed the “Reserve for Major Special Events” and that a new reserve entitled “Reserve for Unexpended Youth Sports Subsidy Funds” be created.

Annual Intake Dates

Annual intake dates occur two times per year. The Administration will set the dates in advance and put in place appropriate communication to the public and stakeholders via various methods, including using the City’s website.

There may be situations in which applications can be received outside of these intake periods if there are event bid timing requirements that need to be met.

Amount of Assistance

Maximum grant amounts have been identified for events based on the rating tools developed to assess event applications.

Rating Tools

The Administration has developed rating tools that have incorporated the best practices identified through its consultation with other municipalities and agencies. Major Special Events and Profile Saskatoon Events each have a unique rating tool (see Attachment 5). The rating tools will ensure that all applications are assessed in a fair, consistent, and transparent manner, and will be used by the Adjudication Committee to review and assess event applications to determine the level of funding assistance to be provided to the event. The Adjudication Committee will be responsible for making any required revisions to the rating tools as trends and/or strategic goals evolve and change.

Application Process

Appendix A of the Special Events Policy has been revised to streamline the process by which organizations apply for funding for an event. Attachment 6 outlines the proposed revisions with revisions identified using italicized font and deletions identified using strikethroughs.

The Administration has also developed an application form which will be used by organizations applying for special event funding. The rating tools will be included in the application form so organizations are aware of the criteria by which their event will be

Special Events Policy Revisions and Rating Tools

assessed. This application form will be available on the City's website and will include submission timelines.

Options to the Recommendation

The Standing Policy Committee on Planning, Development and Community Services may choose to further clarify the proposed Special Events Policy revisions and the criteria making up the rating tool.

Public and/or Stakeholder Involvement

On November 25, 2015, and February 11, 2016, the Administration met with Tourism Saskatoon representatives to review the proposed policy revisions and rating tool. Tourism Saskatoon supports the recommendations in this report.

Communication Plan

The Administration will advise relevant stakeholders of the policy changes. The updated policies will also be made available on the City's website.

Policy Implications

Upon City Council's approval, the Administration will make the applicable revisions to the Special Events Policy, the Youth Sports Subsidy Program Policy, and the Reserves for Future Expenditures Policy.

Other Considerations/Implications

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

Due Date for Follow-up and/or Project Completion

Upon City Council's approval of the recommendations in this report, policy revisions will be completed.

Public Notice

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

Attachments

1. Current Special Events Policy
2. Proposed Policy Amendments - Special Events Policy
3. Proposed Policy Amendments - Youth Sports Subsidy Program - Allocation Criteria Policy
4. Proposed Policy Amendments - Reserves for Future Expenditures Policy
5. Event Evaluation Rating Tools – Special Events Policy
6. Proposed Appendix A Amendments

Report Approval

Written by: Loretta Odorico, Facility Supervisor, Customer Service, Recreation and Community Development

Reviewed by: Lynne Lacroix, Director of Recreation and Community Development

Approved by: Alan Wallace, Acting General Manager, Community Services Department

S/Reports/2016/RCD/PDCS – Special Events Policy Revisions and Rating Tools/lc
FINAL/APPROVED – A. Wallace – February 24, 2016

Current Special Events Policy

CITY OF SASKATOON COUNCIL POLICY

NUMBER

C03-007

POLICY TITLE <i>Special Events</i>	ADOPTED BY: <i>City Council</i>	EFFECTIVE DATE <i>June 18, 1990</i>
		UPDATED TO <i>April 26, 2010</i>
ORIGIN/AUTHORITY <i>Legislation and Finance Committee Report 24-1990; Planning and Development Committee Reports 31-1991 and 2-1993; Administration and Finance Committee Reports 1-1994 and 5-2003; Executive Committee Report 5-2005; Planning and Operations Committee Report 13-2009; and Budget Committee Report 1-2010</i>	CITY FILE NO. <i>CK. 1870-15; and 205-1</i>	PAGE NUMBER <i>1 of 10</i>

1. PURPOSE

The objectives of this policy are:

- To attract visitors to the City of Saskatoon and, in so doing, generate significant economic benefit for the community;
- To enhance the profile and visibility of the City of Saskatoon, nationally and internationally;
- To enhance community spirit and pride; and
- To develop an awareness, understanding and appreciation of art, culture and recreation.

2. DEFINITIONS

- 2.1 Special Event - an event held in Saskatoon occurring with a frequency no greater than once every two years, lasting for a minimum of two consecutive days, which provides a high profile and significant economic benefit for the City through the large number of estimated spectators (including a significant percentage of tourists) and through the expected extent of publicity generated. A special event may be provincial, regional, national (representation from the majority of regions of Canada) or international (representation from one additional country). For the purposes of this policy, special events do not include conferences or trade exhibitions. Examples of special events that may be eligible include the following:

CITY OF SASKATOON COUNCIL POLICY

NUMBER
C03-007

POLICY TITLE	EFFECTIVE DATE	UPDATED TO	PAGE NUMBER
<i>Special Events</i>	<i>June 18, 1990</i>	<i>April 26, 2010</i>	<i>2 of 10</i>

- a) Sports Event - an event where the athletic skills of individuals or groups are showcased or where a champion for a level of competition (e.g. provincial, regional, national or international) is determined.
 - b) Arts Event - an event that showcases or determines outstanding achievement in the arts (e.g. music, drama, dance, visual arts, literary arts, etc.).
 - c) Multicultural Event - an event in which ethnic similarities and differences are respected and exchanged.
 - d) Heritage Event - an event which has as its primary focus, the promotion of the understanding and appreciation of our heritage as citizens of Saskatoon, Saskatchewan, or Canada.
 - e) Festival - an event which includes a significant performing arts or demonstrations component. It actively celebrates a theme, is primarily non-competitive, and provides fun and enjoyment for the public.
- 2.2 Profile Saskatoon Event – an event hosted in the City of Saskatoon, which puts the City in a position of prominence as a destination location and will attract external media attention to the City or region.
- 2.3 Special Event Adjudication Committee – This committee adjudicates only the Youth Sport Subsidy Special Event Hosting Grant Applications, not Special Event or Profile Saskatoon Event funding requests. This hosting grant is funded from unexpended Youth Sport Subsidy funds. This committee will include six member organizations receiving funding under the Youth Sport Subsidy Program and a representative from the Community Services, Leisure Services Branch.
- 2.4 Event Season – will be the twelve-month period following December 31 each year (January 1 to December 31).
- 2.6 Business Plan – A comprehensive planning document that describes the objectives of an event, the facility requirements and resources needed, the cost to stage the event, the economic impact, and the lasting benefit an event will have on the community.

CITY OF SASKATOON COUNCIL POLICY

NUMBER <i>C03-007</i>

POLICY TITLE	EFFECTIVE DATE	UPDATED TO	PAGE NUMBER
<i>Special Events</i>	<i>June 18, 1990</i>	<i>April 26, 2010</i>	<i>3 of 10</i>

- 2.7 Legacy – a tangible bequest that will meet a lasting community need and will add value to the community as a result of the event taking place. A legacy may be a monetary contribution or it may be a physical entity (e.g. improvements to an existing facility, upgrading/replacing program equipment) that is left as a result of hosting an event.
- 2.8 Special Event Legacy Reserve – a reserve to which special events being hosted in Saskatoon may contribute a minimum of \$10,000 or ten percent of the grant request, whichever is greater, if they are not able to meet the legacy criteria of having a tangible and lasting community benefit, as outlined above.
- 2.9 Confidential Event – an event that if revealed or be made public, would jeopardize or otherwise put at risk an organization’s bid proposal and submission.

3. POLICY

The City of Saskatoon may extend assistance to community groups or organizations wishing to sponsor special events as defined in this policy.

3.1 General Eligibility Criteria

To be eligible under any of the above listed event types, the applicant must:

- a) Be registered under the Saskatchewan Non-Profit Corporations Act. Organizations or groups that exist primarily for political or sectarian purposes, or for the purpose of providing funding to other groups, are not eligible for assistance under this Policy.
 - b) Not have received assistance for the same purposes under any other program or policy of the City (e.g. Policy No. C03-018 “Assistance to Community Groups”).
- 3.1.1 Organizations or groups requesting seed money to host recurring events for the first time would be eligible to apply for funding on a one-time basis.

CITY OF SASKATOON COUNCIL POLICY

NUMBER <i>C03-007</i>

POLICY TITLE	EFFECTIVE DATE	UPDATED TO	PAGE NUMBER
<i>Special Events</i>	<i>June 18, 1990</i>	<i>April 26, 2010</i>	<i>4 of 10</i>

3.1.2 The City of Saskatoon Policy C03-007 (Special Events) is not intended to provide financial support to professional sporting events in which prize purses are sponsored by the private sector and awarded to event participants.

3.1.3 Unless otherwise stated in this policy, only events that have an operation budget greater than \$100,000 will be considered for funding.

3.1.4 Unless otherwise stated in this policy, funds provided may be used for preparing bid proposals, operating expenses, and capital expenditures, conditional upon City Council's approval.

3.1.5 Unless otherwise stated in this policy, event applications are required to identify an event legacy based on the following legacy criteria:

- a) The legacy must have a value of a minimum of \$10,000 or ten percent of the requested grant, whichever is greater.
- b) If applicants are not able to meet the above legacy criteria, applicants shall be required to contribute the above value to the Special Event Legacy Reserve. This reserve is used to fund pre-determined equipment purchases that will benefit a variety of events being hosted in Saskatoon.

3.2 Specific Eligibility Criteria

3.2.1 Unexpended Youth Sports Subsidy Funds

The following additional criteria shall be used for grants made from the unexpended funds remaining in the Youth Sports Subsidy Program:

- a) Eligible applicants will be restricted to those organizations receiving funding under the Youth Sport Subsidy Program.
- b) As indicated in the special events definition, funding must be applied to events that are non-recurring on an annual basis. However, groups applying for seed money to host recurring events for the first time would be eligible to apply on a one-time basis. Events that are now held on an annual basis would not be eligible for this funding.

CITY OF SASKATOON COUNCIL POLICY

NUMBER
C03-007

POLICY TITLE	EFFECTIVE DATE	UPDATED TO	PAGE NUMBER
<i>Special Events</i>	<i>June 18, 1990</i>	<i>April 26, 2010</i>	<i>5 of 10</i>

- c) Funding must be used for the rental cost of facilities only.
- d) Events that have an operating budget of less than \$100,000 are eligible for funding.
- e) Youth Sport Subsidy Program events are not required to have an event legacy component and are not required to submit a business plan as outlined in Appendix B.

3.2.2 Profile Saskatoon Events

- a) Profile Saskatoon events are not required to have an event legacy component.

3.3 Application Process

3.3.1 Unexpended Youth Sport Subsidy Funds

An application form from sport organizations currently receiving the Youth Sport Subsidy must be submitted by October 15 each year for the next event season, and must include the following:

- a) A copy of certificate of incorporation;
- b) An estimated operating budget for the event (including total revenues and expenditures), as well as a tentative rental contract outlining rental costs for the event;
- c) A program of events;
- d) A description of the economic impact to Saskatoon in hosting the event; and
- e) Projections of the number of participants, spectators and volunteers expected to be involved in the event.

Applications received after the October 15 deadline may be considered by the committee based on available funding.

CITY OF SASKATOON COUNCIL POLICY

NUMBER
C03-007

POLICY TITLE	EFFECTIVE DATE	UPDATED TO	PAGE NUMBER
<i>Special Events</i>	<i>June 18, 1990</i>	<i>April 26, 2010</i>	<i>6 of 10</i>

3.3.2 Special Events

Applications for national events, where possible, shall be submitted a minimum two years in advance of the event start date. Applications for international events, where possible, shall be submitted a minimum of four years in advance of the event start date. Eligible applicants must:

- a) Follow the Request for Support Process, as outlined under Appendix A.
- b) Submit a detailed business plan, as outlined under Appendix B.

3.3.3 Profile Saskatoon Events

Applications shall be submitted to City Council a minimum of 6 months in advance of the event start date. Eligible applicants must:

- a) Follow the Request for Support Process, as outlined under Appendix A.
- b) Submit a detailed business plan, as outlined under Appendix C.

3.4 Type of Assistance

Assistance provided will be in the form of a grant or services or both. Where application is made for financial assistance for a type of service offered by the City of Saskatoon (e.g. bus service), the service must be provided by the City.

3.5 Amount of Assistance

The maximum grant payable shall not exceed 50% of the cost of the event.

3.6 Payment

Payment of grants will be conditional upon successful completion of the special event and will be made after the event upon presentation of the post event information required in Section 3.8 of this policy.

CITY OF SASKATOON COUNCIL POLICY

NUMBER <i>C03-007</i>

POLICY TITLE	EFFECTIVE DATE	UPDATED TO	PAGE NUMBER
<i>Special Events</i>	<i>June 18, 1990</i>	<i>April 26, 2010</i>	<i>7 of 10</i>

Payment of grants for Special Events or Profile Saskatoon Events may occur in advance of the event, upon written request to City Council by the organizing committee, and is conditional upon City Council’s approval.

3.7 Bid Proposals

In recognition of cash flow problems, applicants for major national or international events may receive, under this policy, repayable loans to facilitate preparation of bid proposals and associated bid presentations. Such loans will include payment of interest at prime and are conditional upon City Council’s approval.

3.8 Post Event Information

The applicant must submit the following information within 90 days following the event:

- a) Audited financial statements for the event, together with an account of how the assistance provided by the City of Saskatoon was used. For Unexpended Youth Sport Subsidy Funds events with annual revenues of less than \$100,000, provision of financial statements approved by the governing body may be considered sufficient; and
- b) An evaluation of the event, which addresses each item from the business plan outline, including statistics on number of participants, spectators, volunteers, etc. and an assessment of the economic and social impact on the City of Saskatoon.

3.9 Funding

Assistance provided through this Policy will be financed through a “Special Events Reserve” established under City Policy No. C03-003 on “Reserves for Future Expenditures”.

CITY OF SASKATOON COUNCIL POLICY

NUMBER
C03-007

POLICY TITLE	EFFECTIVE DATE	UPDATED TO	PAGE NUMBER
<i>Special Events</i>	<i>June 18, 1990</i>	<i>April 26, 2010</i>	<i>8 of 10</i>

3.10 Approval

City Council approval is required in all cases. City Council may, as required, attach conditions to the approval of assistance under this policy which will require the recipient to perform certain activities or provide additional information in connection with the special event receiving civic support.

4. RESPONSIBILITIES

4.1 Administration – shall provide an administrative support person to the Special Event Adjudication Committee to act as a liaison between the Administration and the Special Event Adjudication Committee and to perform such duties as may be required with regard to this policy.

4.1.1 Unexpended Youth Sport Subsidy Funds – City Administration, in consultation with the Special Event Adjudication Committee, will review special event applications from eligible Youth Sport Subsidy sport organizations and will present recommendations for funding assistance to the Planning and Operations Committee for their consideration.

4.1.2 Special Events – City Administration will review business plan submissions from organizations requesting funding to host an event and will present recommendations for funding assistance to the Planning and Operations Committee, or Executive Committee for confidential events, for their consideration.

4.1.3 Profile Saskatoon Events – City Administration will review business plan submissions from organizations requesting funding to host an event and will request direction from the Planning and Operations Committee, or Executive Committee for confidential events, as to whether the funding request is to be approved.

4.1.4 City Administration will recommend to City Council any changes to this policy required to reflect changing priorities or to correct inequities that may become apparent.

CITY OF SASKATOON COUNCIL POLICY

NUMBER
C03-007

POLICY TITLE	EFFECTIVE DATE	UPDATED TO	PAGE NUMBER
<i>Special Events</i>	<i>June 18, 1990</i>	<i>April 26, 2010</i>	<i>9 of 10</i>

4.2 Special Event Adjudication Committee

- a) Develop specific criteria for evaluation of Youth Sport Subsidy Special Event Hosting Grant requests in accordance with the intent and general criteria outlined in this policy.
- b) Receive and process applications for assistance.
- c) Review and evaluate each application to ensure that objectives of the policy are met.
- d) Conduct interviews with applicants (when necessary) to obtain or provide any additional information that may be required.
- e) Present recommendations for assistance to the Planning and Operations Committee for consideration.
- f) Monitor and evaluate effectiveness of those programs which were approved under this policy.
- g) Recommend to the Planning and Operations Committee any changes to this policy required to reflect changing priorities or to correct any inequities that may become apparent.

4.3 Planning and Operations Committee

- a) Review recommendations submitted by the Special Event Adjudication Committee relating to Youth Sport Subsidy Special Event Hosting Grants, inform the Adjudication Committee of any amendments, and refer the final recommendations, as well as the Adjudication Committee's recommendations, to City Council for approval.
- b) Review recommendations submitted by the Administration for Special Event or Profile Saskatoon Event funding requests and refer the final recommendations to City Council for approval.
- c) Recommend to City Council any changes to this policy required to reflect changing priorities or to correct any inequities that may become apparent.

CITY OF SASKATOON COUNCIL POLICY

NUMBER
C03-007

POLICY TITLE	EFFECTIVE DATE	UPDATED TO	PAGE NUMBER
<i>Special Events</i>	<i>June 18, 1990</i>	<i>April 26, 2010</i>	<i>10 of 10</i>

4.4 Executive Committee

Review applications for Special Events and Profile Saskatoon Events that are confidential in nature and refer the final recommendations to City Council for approval at the appropriate time.

- 4.5 City Council – shall approve applications for assistance based on recommendations from the Planning and Operations Committee or Executive Committee. City Council, at its discretion, will approve all funding requests for the Profile Saskatoon Event category, based on the host organization providing the required information as outlined in Appendix C.

APPENDIX A TO CITY OF SASKATOON
COUNCIL POLICY C03-007 – SPECIAL EVENTS

SPECIAL EVENT AND PROFILE SASKATOON EVENT

REQUEST FOR SUPPORT PROCESS

Process for Events that are Non-confidential in Nature:

- Step One: For those events that are non-confidential in nature, the host organization must submit a written request to City Council outlining the organization's desire to host an event. The information submitted to City Council must include a detailed business plan, as outlined in Appendix B for Special Events or Appendix C for Profile Saskatoon Events.
- Step Two: City Council will refer the funding request to the Administration to review the business plan submission based on current City of Saskatoon Policy C03-007 (Special Events) and report its recommendations to the Planning and Operations Committee of Council. This report will outline the sufficiency of funding and the eligibility of the event for funding based on the City of Saskatoon Policy C03-007 (Special Events).
- Step Three: The Planning and Operations Committee of Council recommends to City Council the approval of the funding request and any conditions that may be imposed on the event.
- Step Four: City Council approves the recommendations and any conditions recommended by the Planning and Operations Committee of Council.
- Step Five: The host organization submits a post event evaluation report to the Administration within 90 days of the completion of the event and the Administration submits a report to City Council summarizing the highlights of this event. This report will summarize how the objectives were met, the success of the event, and the final economic impact the event had on the city and region.

Payment of the approved funding is provided to the host organization upon submission of the post event evaluation report to the Administration.

Process for Events that are Confidential in Nature:

- Step One: For those events that are being bid on and/or are confidential in nature, the host organization must submit a written request to City Council's In-Camera Executive Committee outlining the organization's desire to host an event. The preliminary information submitted to the Executive Committee will be as follows:
- A description of the event;
 - When the event will occur;
 - What event organizers hope to achieve by hosting the event in Saskatoon;

- Proposed legacy component of hosting the event in Saskatoon;
- Preliminary economic impact to Saskatoon and tourism region;
- Anticipated support from the Provincial and Federal governments; and
- Estimated financial support being requested from the City of Saskatoon.

Note: Where new infrastructure will be developed in order to host an event, future use and operating agreements must be established prior to submission of the bid.

Step Two: Executive Committee will refer the funding request to the Administration to review the bid proposal and/or business plan submission based on current City of Saskatoon Policy C03-007 (Special Events) and report its recommendations to the Executive Committee of Council. This report will outline the sufficiency of funding and the eligibility of the event for funding based on the City of Saskatoon Policy C03-007 (Special Events).

For those events being bid on, the report should provide adequate information for City Council to make informed decisions based on sound business reasons and with the necessary justification that the event will have economic and lasting benefit to Saskatoon. In these cases, Executive Committee may recommend approval in principle for events being bid on.

Step Three: For events being bid on, the host organization and Administration will provide regular updates to the Executive Committee on key milestones and important checkpoints as they work through the bid process.

Step Four: If an event bid is successful, the Executive Committee recommends to City Council the approval of the funding request and any conditions that may be imposed on the event.

If an event bid is not successful, the host organization will submit a brief report to the Executive Committee outlining the main reasons why the bid was not successful.

Step Five: City Council approves the recommendations and any conditions recommended by the Executive Committee.

Step Six: The host organization submits a post event evaluation report to the Administration within 90 days of the completion of the event and the Administration submits a report to City Council summarizing the highlights of this event. This report will summarize how the objectives were met, the success of the event, and the final economic impact the event had on the city and region.

Step Seven: Payment of the approved funding is released to the host organization.

APPENDIX B TO CITY OF SASKATOON
COUNCIL POLICY C03-007 – SPECIAL EVENTS

SPECIAL EVENT – BUSINESS PLAN OUTLINE

- 1) Mission Statement – Describe the objective and purpose of the event and why Saskatoon should host the event.
- 2) Strategic Goals (Outcomes) – Describe what you are trying to achieve and how this will impact Saskatoon and the surrounding community.
- 3) Strategic Alliance – Outline the public and private partnership arrangements that have been made and how these partnerships will achieve the strategic goals through the sharing of resources.
- 4) Local Organizing Committee – Outline the event organizing committee structure, description of each key position, and identify key individuals, which should include organizational experience and leadership.
- 5) Infrastructure Requirements – What new facilities are needed, what facilities require upgrading and what is required, and what facilities currently meet standard?
- 6) Requested City Services – Detail what City services are being requested during the event and how much will it cost to provide these services.
- 7) Event Operating and Capital Budget – Provide an operating budget that details event expenditures and revenues. A capital budget will detail projected infrastructure costs to build event facilities (venues) and the upgrading of existing facilities. Describe how new facilities will be designed for multi-use programming by other organizations and the public after the event is held.
- 8) Post Event Operating Costs – Identify post operating budget costs for facilities that the City will operate. These ongoing operating costs should include potential revenue generation from additional programs and services, and operating expense increases such as utilities, insurance, staffing, maintenance, material and supplies, etc.
- 9) Legacy – Identify what lasting community needs will be met and the value added to the community as a result of the event. An event legacy must have a value of a minimum of \$10,000 or 10 percent of the requested funding assistance, whichever is greater, in order to meet legacy criteria. Examples of lasting benefits to the community, such as improvements to existing City-operated facilities, building of new facilities and infrastructure, development of a new activity in terms of coaching/teaching, participant skill development, organizational development, etc., and upgrading and/or replacement of aging program equipment. In the event that the organizing committee cannot identify a suitable legacy, they will be required to contribute the above legacy value to the Special Event Legacy Reserve.

- 10) Economic Impact – Provide economic impact based on a reliable economic assessment model. Major events should have significant economic impact on the city and region. Event organizers should be able to demonstrate that an event will be a significant tourism attraction/destination for visitors who reside outside the city or the region/province.
- 11) Past Event History – Provide past revenue and expenditure results and describe how the event benefited the community.
- 12) Non-Profit Certificate – Provide a copy of certificate of incorporation as a non-profit organization.
- 13) Prize Purses – Identify any prize purses (monetary prizes) involved in this event.
- 14) Event Profits – Describe how the organizing committee plans to use any profits made from the hosting of the event.

APPENDIX C TO CITY OF SASKATOON
COUNCIL POLICY C03-007 – SPECIAL EVENTS

PROFILE SASKATOON EVENT – BUSINESS PLAN OUTLINE

- 1) Mission Statement – Describe the objective and purpose of the event and why Saskatoon should host the event.
- 2) Strategic Goals (Outcomes) – Describe what you are trying to achieve and how this will impact Saskatoon and the surrounding community. Provide projections of the number of participants, spectators, and volunteers expected to be involved in the event.
- 3) Strategic Alliance – Outline the public and private partnership arrangements that have been made and how these partnerships will achieve the strategic goals through the sharing of resources.
- 4) Local Organizing Committee – Outline the event organizing committee structure, description of each key position, and identify key individuals, which should include organizational experience and leadership.
- 5) Infrastructure Requirements – What new facilities are needed, what facilities require upgrading and what is required, and what facilities currently meet standard?
- 6) Requested City Services – Detail what City services are being requested during the event and how much will it cost to provide these services.
- 7) Event Operating Budget – Provide an operating budget that details event expenditures and revenues.
- 8) Economic Impact – Provide economic impact based on a reliable economic assessment model. Events should have significant economic impact on the city and region. Event organizers should be able to demonstrate that an event will be a significant tourism attraction/destination for visitors who reside outside the city or the region/province. Provide projections of the number of hotel nights, meals, and special functions that will be involved in the event.
- 9) External Media Attention – Identify and provide a detailed description of the external media attention that this event will attract to the City and region, which put the City in a position of prominence as a destination location.
- 10) Past Event History – Provide past revenue and expenditure results and describe how the event benefited the community.
- 11) Non-Profit Certificate – Provide a copy of certificate of incorporation as a non-profit organization.

- 13) Prize Purses – Identify any prize purses (monetary prizes) involved in this event.
- 14) Event Profits – Describe how the organizing committee plans to use any profits made from the hosting of the event.

Proposed Policy Amendments – Special Events Policy

CURRENT ARTICLE	PROPOSED ARTICLE	ADMINISTRATIVE COMMENT
1. Purpose	Revision to third bullet: To enhance community spirit and pride and contribute to a feeling of community identity, inclusion, and cohesion provided through opportunities for spectator/audience experiences.	There is a need to enhance the language to ensure that emphasis is placed on the benefit gained by the community from events taking place in Saskatoon.
2.1 Special Event	Revision: An event held in Saskatoon occurring with a frequency no greater than once every two years, lasting a minimum of two consecutive days, which provides a high profile and significant economic benefit for the city through the large number of estimated spectators/ participants/audience (including a significant percentage of tourists), and through the expected extent of publicity generated.	
2.2 Profile Saskatoon Event	Revision: An event hosted in Saskatoon that puts the city in a position of prominence as a destination location and will attract national media attention or provides exposure within a specific industry to the city and/or region. Examples of events that may be eligible include conferences and tradeshow.	The exposure recognized through specific industry publications and social media platforms may not equate to national media attention, but, are of equitable value within that industry.
2.3 Special Event Adjudication Committee	Revision: A committee made up of a minimum of three and maximum of five relevant community members with the skills and experience to impartially adjudicate event grant applications. The committee will also consist of a representative from the Community Services Department.	There is a need for this committee to be made up of members reflective of the following areas: current executive level volunteer experience in hosting events, current knowledge and experience in business in Saskatoon, and current knowledge and experience in media and/or marketing in Saskatoon.
2.7 Legacy	Deletion.	As the legacy requirement has been a challenge for some organizations to meet, the event evaluation rating tool has incorporated criteria related to the community benefit to be gained by an event being held in Saskatoon.

CURRENT ARTICLE	PROPOSED ARTICLE	ADMINISTRATIVE COMMENT
2.8 Special Event Legacy Reserve	Deletion.	This article is related to the legacy article above.
3.1.2	Revision: For professional sporting events, the event-endorsing organization must be a provincial or national non-profit entity and must demonstrate budget allocations for prize purses awarded for the event.	There is community and economic benefit to be gained from professional events being held in Saskatoon.
3.1.3	Revision: Only events that have an operation budget greater than \$100,000 will be considered for funding.	
3.1.4	Revision: Funds provided may be used for event operating expenses and capital expenditures.	
3.1.5	Deletion.	This article can be deleted as it relates to the legacy article as per above.
3.2 Specific Eligibility Criteria	Deletion.	This article in its entirety relates to the Youth Sports Subsidy Special Events Grant which will now be included within the Youth Sports Subsidy Program - Allocation Criteria Policy No. C03-034.
3.3.1 Unexpended Youth Sports Subsidy Funds	Deletion.	This article in its entirety relates to the Youth Sports Subsidy Special Events Grant which will now be included within the Youth Sports Subsidy Program - Allocation Criteria Policy No. C03-034.
3.3.2 Major Special Events	Revision: Annual intake periods for applications to be submitted will occur twice per year. Event applications received outside of these annual intake periods will be accepted in situations in which bid timing requirements need to be met. Applications for national and international events shall be submitted a minimum of one year in advance of the event start date.	Annual intact periods have been identified for this grant, which was a common best practice of other municipalities and funding agencies.

CURRENT ARTICLE	PROPOSED ARTICLE	ADMINISTRATIVE COMMENT
3.3.3 Profile Saskatoon Events	Revision: Annual intake periods for applications to be submitted will occur twice per year. Event applications received outside of these annual intake periods will be accepted in situations in which bid timing requirements need to be met. Applications for national and international events shall be submitted a minimum of one year in advance of the event start date.	Annual intake periods have been identified; a common best practice of other municipalities and funding agencies.
3.4 Type of Assistance	Revision: Assistance provided will be in the form of a grant. Where City of Saskatoon services are requested for an event (eg. bus service), the cost of this service is to be identified in the event operating budget and grant funding used for the cost of such service.	Wording has been revised to ensure clarity that funding is provided as a grant and not sponsorship of an event. In addition, requested civic services are required to be identified in the event operating budget.
3.5 Amount of Assistance	Revision: The maximum grant payable shall be based on the event evaluation rating tools score assessment.	The event evaluation rating tools score assessment identifies the maximum grant payable based on the score scale.
3.6 Payment	Revision and New: Applicants may request, in writing, release of grant funds in advance of the event taking place. A maximum of 75% of the eligible grant may be released in advance of the event taking place, with the remaining 25% being released upon submission of a post event evaluation report.	Identifying maximum limits of grant funding to be released in advance of an event taking place is a best practice of other municipalities and funding agencies.
3.7 Bid Proposals	Deletion.	Over the past seven years, there have not been any instances in which grant funding was provided for the preparation of bid proposals, so this article is no longer required. The deletion of this article is supported by Tourism Saskatoon.
3.8 Post Event Information	Revisions and Additions: 3.8.1 The applicant must submit to the Administration the following information as a post event evaluation report within 180 days following the event: a) Board and/or governing body approved financial statements for the event, including an account of how the assistance provided by the City of Saskatoon was used.	The current post event evaluation timeline of 90 days is not a sufficient amount of time for event organizers to compile the required information based on feedback received from these groups.

CURRENT ARTICLE	PROPOSED ARTICLE	ADMINISTRATIVE COMMENT
<p>3.8 Post Event Information (continued)</p>	<p>b) An evaluation of the event, which addresses each item from the business plan submission, including statistics on the number of participants, audience, spectators, volunteers, visitors from outside Saskatoon, etc.</p> <p>c) This evaluation must also include an assessment of economic impact and/or a direct-spend assessment and community benefit from the event being held in Saskatoon.</p> <p>d) In addition, copies of event marketing and promotional tools acknowledging the financial support provided by the City of Saskatoon are to be included in the post event evaluation report.</p> <p>3.8.2</p> <p>a) The Administration will use the event evaluation rating tool to assess the post event evaluation report to determine if the event achieved a score similar to that of the original score.</p> <p>b) In the event that the post event score is significantly lower than the original score, the Special Event Adjudication Committee will review the post event evaluation and determine whether the approved grant amount is to be reduced to reflect the event's post event evaluation score.</p>	<p>It is prudent to assess the post event evaluation report against the original application in order to determine if the goals and objectives of the event were met in terms of participants/spectators/ audience, etc. Significant differences in such figures need to be reviewed to be fiscally responsible in the utilization of taxpayer funds.</p>
<p>3.10 Approval</p>	<p>Revision:</p> <p>a) Special Event Adjudication Committee approval is required in all cases. The Special Event Adjudication Committee may, as required, attach conditions to the approval of assistance under this policy, which will require the recipient to perform certain activities or provide additional information in connection with the special event receiving grant support.</p> <p>b) Standing Policy Committee on Planning, Development and Community Services approval is required for funding requests in excess of \$100,000.</p>	<p>Article revision is required given the utilization of a Special Event Adjudication Committee.</p> <p>Events requesting funding over \$100,000 will require approval of the Standing Policy Committee on Planning, Development and Community Services.</p>

CURRENT ARTICLE	PROPOSED ARTICLE	ADMINISTRATIVE COMMENT
3.11 New Article - Recognition of Support Provided by City of Saskatoon	New: Recipients must acknowledge the financial support provided by the City of Saskatoon in the marketing and promotional tools developed for the event. City of Saskatoon logos will be provided to recipients to be used in these tools.	It is important that events recognize the financial support providing by the City of Saskatoon. Tourism Saskatoon will manage the fulfillment benefits normally attributed to granting agencies.
4.1 Administration	Revisions: a) The Administration shall have the authority to establish the format of application forms and the minimum documentation required to be submitted by the applicant. b) The Administration shall have the authority to determine annual intake dates for applications to be submitted. c) The Administration will provide a representative to sit on the Special Event Adjudication Committee. d) The Administration shall have the authority to revise the event evaluation rating tools.	This will allow the Administration to revise the application forms to best meet the needs of the Special Event Adjudication Committee in reviewing applications. As trends and/or strategic priorities change, the Administration will be positioned to address these changes in a timely manner.
4.1.1 Unexpended Youth Sports Subsidy Funds	Deletion.	This article can be removed as it will be included in the Youth Sports Subsidy Program - Allocation Criteria Policy No. C03-034.
4.1.2 Major Special Events; 4.1.3 Profile Saskatoon Events; and 4.1.4	Deletion.	The Administration's responsibilities will change with the proposed policy revisions.
4.2 Special Event Adjudication Committee	Deletion of 4.2 a) and b). Revisions: c) Using the event evaluation rating tool, review and evaluate business plan submissions from organizations requesting funding to host an event (Major Special Event or Profile Saskatoon Event) to ensure that objectives of the policy are met.	Responsibilities associated with the utilization of a Special Event Adjudication Committee have been identified.

CURRENT ARTICLE	PROPOSED ARTICLE	ADMINISTRATIVE COMMENT
4.2 Special Event Adjudication Committee (continued)	<p>e) Approve funding requests for events based on the score assessed from the event evaluation rating tool.</p> <p>g) Recommend to the Standing Policy Committee on Planning, Development and Community Services any changes to this policy required to reflect changing priorities or to correct any inequities that may become apparent.</p> <p>Additions:</p> <p>h) Recommend for approval to the Standing Policy Committee on Planning, Development and Community Services any grant application in excess of \$100,000, through in-camera or public forum, as is applicable.</p> <p>i) Report to City Council annually on approved funding applications.</p>	
4.3 Planning and Operations Committee	<p>Revision:</p> <ul style="list-style-type: none"> Article heading to be titled "Standing Policy Committee on Planning, Development and Community Services." <p>Deletion of 4.3 a).</p> <p>Revision to 4.3 b) as follows: Review recommendations for grant approvals in excess of \$100,000 as submitted by the Special Event Adjudication Committee.</p>	Article name change required to reflect new governance model.
4.4 Executive Committee	Deletion.	
4.5 City Council	Revision: Shall approve changes to this policy.	
Appendix A	See proposed revisions in Attachment 5.	
Appendix B and Appendix C	Deletion.	The Administration will develop an application form to be used to apply for event funding support for both Major Special Events and Profile Saskatoon Events. This application form will incorporate the event evaluation rating tool criteria as the information required to be included in the application.

Proposed Policy Amendments – Youth Sports Subsidy Program – Allocation Criteria Policy

CITY OF SASKATOON COUNCIL POLICY

NUMBER
C03-034

POLICY TITLE <i>Youth Sports Subsidy Program - Allocation Criteria and Special Events</i>	ADOPTED BY: <i>City Council</i>	EFFECTIVE DATE <i>October 16, 2000</i>
ORIGIN/AUTHORITY <i>Planning and Development Committee Report Nos. 29-1991; 31-1991; and 6-1992; City Commissioner's Report No. 26-1995; Planning and Operations Committee Report No. 19-1996; and Administration and Finance Committee Report No. 14-2000</i>	CITY FILE NO. <i>CK. 1720-3 and 1720-3-3</i>	PAGE NUMBER <i>1 of 8</i>

1. PURPOSE

To ensure the equitable and fair allocation of rental subsidies, established in the Youth Sports Subsidy Program, to all eligible Sport Organizations *in providing programming and in hosting special events*. The complementary objectives include:

- a) To ensure that program funding to Sport Organizations does not discourage the provision of leisure sport facilities by outside organizations;
- b) To encourage the youth of Saskatoon to participate in sport activities by reducing the rental cost of facilities to eligible Sport Organizations;
- c) To ensure rental subsidies provided to Sport Organizations take into account the relative costs of the facilities that are used by the various Sport groups; and,
- d) To ensure that access to the funding of the Youth Sports Subsidy Program reflects and maintains the unique inherent differences between the various sports organizations.

2. DEFINITIONS

- 2.1 Schedule of Eligible Sport Organizations - a list of all Sport Organizations eligible to receive funding under the Youth Sport Subsidy Program. The list contains the name of the organization, the annual program hours per participant, participants per program hour, rental rates of the facilities they utilize, their membership, and their calculated subsidy points.
- 2.2 Sport Organization - an organization that delivers sport activity programs or services to youth age 18 or under living in Saskatoon.

CITY OF SASKATOON COUNCIL POLICY

NUMBER
C03-034

POLICY TITLE	EFFECTIVE DATE:	PAGE NUMBER
<i>Youth Sports Subsidy Program – Allocation Criteria and Special Events</i>	<i>October 16, 2000</i>	<i>2 of 8</i>

2.3 Subsidy - is the difference between the cost of the facility rental and the amount paid by the Youth Sport Organizations.

2.4 Subsidy Points - the weighting factor assigned to an eligible Sport Organization obtained by applying the following formula:

$$\frac{\text{Membership} \times \text{No. of annual program hours per participant} \times \text{Rental rate per hour}}{\text{Participants per program hour}}$$

a) Membership - the number of registered participants, 18 years and under, on December 31 of the year in which the subsidy is being calculated.

b) Annual Program Hours Per Participant - reflects the yearly amount of "regular" time (i.e.: in relation to the participation standards which have been established for the sport or program) which is scheduled by the organization for a participant for competitions or for the instruction/practice of the specific skills of the sport. Provincial, national, or international championship events do not qualify and will not be included in the specification of regular program time.

c) Participants per Program Hour - reflects the manner in which a particular sport utilizes a facility by how many people participate in the activity at the same time. It should be noted that this definition does not necessarily equate to the number of players per team or the ratio of athletes per coach.

d) Rental Rate - represents the City's landlord costs or the market value (for those activity spaces which are not provided by the City) and must reflect the smallest "bookable" space that a sport will generally require in order to deliver the specific program or activity. The rental rate is expressed on an hourly basis. The "bookable" space will be for the primary training facility and will not include the secondary training facilities (i.e. Hockey will be subsidized for ice rentals and not for weight room rentals).

2.5 Youth Sports Subsidy Program - a program that provides subsidies to minor non-profit Sport Organizations to reduce the rental cost of facilities required to deliver their programs. ~~The benefits of the Youth Sport Subsidy Program are defined in Program No. 34-012 – Youth Sports Subsidy of the City of Saskatoon Program Overview Manual.~~

CITY OF SASKATOON COUNCIL POLICY

NUMBER C03-034

POLICY TITLE <i>Youth Sports Subsidy Program – Allocation Criteria and Special Events</i>	EFFECTIVE DATE: <i>October 16, 2000</i>	PAGE NUMBER <i>3 of 8</i>
---	---	-------------------------------------

3. POLICY

Sport Organizations may receive financial assistance to reduce the rental cost of facilities required to deliver their programs, ~~and~~ services, **and events**, provided they meet the criteria and requirements outlined in this policy.

3.1 **Subsidy** Eligibility Criteria

The general criteria for determining groups eligible to receive funding under the Youth Sports Subsidy Program are as follows:

- a) The organization must be registered as a non-profit corporation or be a registered member of a Provincial sport-governing body which is recognized by Sask Sport.
- b) The organization must not be a public-sector agency.
- c) The primary mandate of the organization must be the delivery or development of a "specific" sport activity to youth aged 18 years and under living in Saskatoon.
- d) The organization must be based in Saskatoon and must have been providing youth programming in the city for at least two consecutive years prior to applying for support under the Youth Sports Subsidy Program.
- e) The organization must maintain a non-restrictive membership to the sector(s) of the community and the age group that it serves and must make its programs and/or services available to all suburban areas within Saskatoon.
- f) The organization must adhere to the rules and regulations governing all developmental stages of the specific sport activity, ranging from the beginner and recreational levels through to the high performance (pursuit of excellence) categories.
- g) The eligible sport activity, which includes all the developmental stages as specified in 3.1 f), must have a clearly-defined and commonly-accepted set of rules (usually contained in a rule book).

CITY OF SASKATOON COUNCIL POLICY

NUMBER
C03-034

POLICY TITLE	EFFECTIVE DATE:	PAGE NUMBER
<i>Youth Sports Subsidy Program – Allocation Criteria and Special Events</i>	<i>October 16, 2000</i>	<i>4 of 8</i>

- h) The program(s) must involve adults in teaching or coaching or in supervising participants to develop at least two of the following four skills:
 - i) Coordination;
 - ii) Strength;
 - iii) Stamina; and
 - iv) Concentration.

3.2 Unexpended Youth Sports Subsidy Funds For Hosting Special Events

The following criteria shall be used for grants made from the unexpended funds remaining in the Youth Sports Subsidy Program to host special events in Saskatoon:

- a) *Eligible applicants will be restricted to those organizations receiving funding under the Youth Sports Subsidy Program.*
- b) *Funding must be applied to provincial, national or international events that are non-recurring on an annual basis and lasting for a minimum of two (2) consecutive days, which provides a high profile and economic benefit for the city through the large number of estimated spectators and the expected extent of publicity generated.*
- c) *Groups applying for seed money to host recurring events for the first time would be eligible to apply on a one-time basis. Events that are now held on an annual basis would not be eligible for this funding.*
- d) *Funding must be used for the rental costs of facilities only.*

3.2.1 Special Events Adjudication Committee

The Special Events Adjudication Committee will consist of five (5) member organizations receiving funding under the Youth Sports Subsidy Program and a representative from the Community Services Department. The Committee will adjudicate and approve special event funding requests from eligible applicants and report to City Council annually on approved applications.

CITY OF SASKATOON COUNCIL POLICY

NUMBER
C03-034

POLICY TITLE <i>Youth Sports Subsidy Program – Allocation Criteria and Special Events</i>	EFFECTIVE DATE: <i>October 16, 2000</i>	PAGE NUMBER <i>5 of 8</i>
---	---	-------------------------------------

3.2.2 Special Events Application Process

Applications for special event funding must be submitted by October 15 of each year for the next event season and shall include the following:

- a) A copy of certificate of incorporation in the form of a Corporate Registry Profile Report;*
- b) An estimated operating budget for the event, including total revenues and expenditures;*
- c) A program of events;*
- d) A description of economic impact to Saskatoon in hosting the event; and*
- e) Projections of number of participants, spectators and volunteers expected to be involved in the event.*

Applications received after the October 15 deadline will be considered by the Adjudication Committee based on available funding.

3.2.3 Type of Special Events Assistance

Assistance provided will be in the form of a grant.

3.2.4 Amount of Assistance for Special Events

The maximum grant payable shall not exceed 50% of the cost of the event.

3.2.5 Payment of Special Events Grant

Payment of the special event grant will be conditional upon successful completion of the special event and will be made after the event upon submission of a post event evaluation report to the Administration within 180 days following the event.

3.2.6 Special Events Post Event Evaluation Report

The applicant must submit the following within 180 days following the event:

- a) Provision of financial statements for the event approved by the governing board, together with an account of how the assistance provided by the City was used; and*

CITY OF SASKATOON

COUNCIL POLICY

NUMBER

C03-034

POLICY TITLE	EFFECTIVE DATE:	PAGE NUMBER
<i>Youth Sports Subsidy Program – Allocation Criteria and Special Events</i>	<i>October 16, 2000</i>	<i>6 of 8</i>

- b) *An evaluation of the event, including statistics on the number of participants, spectators, volunteers, etc., and an assessment of the economic and social impact on the city.*

3.2.7 Special Events Funding

Assistance provided for special events will be financed through a “Reserve for Unexpended Youth Sports Subsidy Funds” established under City Policy No. 03-003 on “Reserves for Future Expenditures”.

3.3 Youth Sports Subsidy Rate

The subsidy rate is ~~37~~ **40** percent of the combined subsidy points, as determined per Section 2.4 of this Policy, for the organizations eligible for funding from the Youth Sports Subsidy Program.

3.4 Distribution of Youth Sports Subsidy Funds

- a) Subsidy points will be established and reviewed annually for each Sport Organization that is on the Schedule of Eligible Sport Organizations as defined in Section 2.1 of this policy.
- b) Each eligible sport organization, at the end of the year, will be eligible to receive funding in the following Youth Sports Subsidy Program year.
- c) The amount of financial assistance available to an eligible sport organization in each program year shall not exceed the organization's subsidy points assigned for that year multiplied by the Youth Sports Subsidy rate.

3.5 Method of Payment

- a) All Sport Organizations who rent City-owned facilities and are eligible to receive rental subsidies under the program will have the subsidy credited to their account based upon the organization's actual usage of the facility.
- b) All Sport Organizations who rent non-City owned facilities and are eligible to receive a rental subsidy under the program will be paid directly by the City based upon the organization's actual usage of the facility. The amount of the subsidy will be paid upon reviewing approved documentation that the facility rental has been paid by the eligible Sport Organization and the use of that facility was to provide eligible sport activities for youth.

CITY OF SASKATOON COUNCIL POLICY

NUMBER

C03-034

POLICY TITLE	EFFECTIVE DATE:	PAGE NUMBER
<i>Youth Sports Subsidy Program – Allocation Criteria and Special Events</i>	<i>October 16, 2000</i>	<i>7 of 8</i>

- c) Rental invoices for all rentals occurring within the subsidy year (July 1 to June 30) must be submitted no later than July 21 to be considered eligible for subsidy funding.

3.6 Appeals

Eligible Sport Groups that do not agree with the subsidy points established by the Community Services Department for their organization may appeal to the ~~Planning and Operations~~ **Standing Policy** Committee **on Planning, Development and Community Services.**

3.7 Administrative Authority

- a) The Administration shall have the authority to establish the format of application forms, the minimum documentation required to be submitted by the applicant, and application deadlines.
- b) The Community Services Department shall have the authority to authorize and pay subsidies according to the terms and conditions as outlined in this policy.

4. RESPONSIBILITIES

4.1 Community Services Department

- a) Assist groups in making application for facility rental assistance under the Youth Sports Subsidy Program.
- b) Approve applications, received from groups and organizations, for facility rental assistance under the Youth Sport Subsidy Program.
- c) Annually review the Schedule of Eligible Sport Organizations to ensure all organizations on the schedule remain eligible for assistance.
- d) Review, update and prepare recommendations for changes to this policy.

4.2 City Council

- a) Approve the amount of funding available in the Youth Sports Subsidy Program.
- b) Approve any and all amendments to this policy, where appropriate.

CITY OF SASKATOON COUNCIL POLICY

NUMBER
C03-034

POLICY TITLE	EFFECTIVE DATE:	PAGE NUMBER
<i>Youth Sports Subsidy Program – Allocation Criteria and Special Events</i>	<i>October 16, 2000</i>	<i>8 of 8</i>

~~4.3 — Planning and Operations Committee~~

~~Recommend any and all amendments to this policy, where appropriate.~~

**Proposed Policy Amendments –
Reserves for Future Expenditures Policy**

**CITY OF SASKATOON
COUNCIL POLICY**

NUMBER
C03-003

POLICY TITLE <i>Reserves For Future Expenditures</i>	ADOPTED BY: <i>City Council</i>	EFFECTIVE DATE <i>July 18, 1983</i>
		UPDATED TO <i>January 25, 2016</i>
ORIGIN/AUTHORITY <i>Clause C4, City Commissioner Report No. 27-1983 and as updated by City Council Resolutions up to and including Clause 1, Planning and Operations Committee Report No. 21-2013; Standing Policy Committee on Planning, Development and Community Services Item 8.1.7 – March 23, 2015, Item 8.1.6 – June 22, 2015, Item 8.1.4 – September 28, 2015, and Item 8.1.6 – January 25, 2016</i>	CITY FILE NO. <i>CK. 1815-1 and CK. 1860-19</i>	PAGE NUMBER <i>31 of 40</i>

34. RESERVE FOR MAJOR SPECIAL EVENTS

34.1 Purpose

To provide a source of funds for encouraging community groups and organizations to pursue and host major festivals and national and international events as per City Policy No. C03-007 entitled “Special Events”.

34.2 Source of Funds

Provisions to the **Reserve for Major** Special Events ~~Reserve~~ shall consist of:

- a) ~~Unexpended funds remaining in the operating budget of the City’s Youth Sports Subsidy Program, plus~~
- b) ~~Any additional~~ **An annual** amount as authorized by City Council **for Major Special Events and Profile Saskatoon Events as categorized in City Policy No. C03-007 Special Events.**

34.3 Application of Funds

The Reserve may be used to finance eligible operating expenditures, incurred by community groups and organizations, to attract/sponsor **and host** major national and international events and major festivals pursuant to City Policy No. C03-007 on “Special Events”. ~~The Reserve may also be used to provide~~

POLICY TITLE	EFFECTIVE DATE	UPDATED TO	PAGE NUMBER
Reserves for Future Expenditures	July 18, 1983	January 25, 2016	32 of 40

~~repayable loans (with interest) to such groups/organizations for the preparation of bid proposals and associated bid presentations.~~

34.4 Responsibility/Authority

~~The Administration and Finance Committee shall be responsible for reviewing all applications and for providing appropriate recommendations to City Council for approval. The reserve will be managed and applications adjudicated by the Community Services Department, which will establish detailed criteria for the adjudication of event grant applications.~~

36. RESERVE FOR UNEXPENDED YOUTH SPORTS SUBSIDY FUNDS

36.1 Purpose

To provide a source of funds for encouraging youth sport organizations receiving the Youth Sports Subsidy to pursue and host major provincial, national and international events as per City Policy No. C03-034 entitled "Youth Sports Subsidy Program - Allocation Criteria and Special Events."

36.2 Source of Funds

Provisions to the Reserve for Unexpended Youth Sports Subsidy Funds shall consist of:

- a) Unexpended funds remaining in the operating budget of the City's Youth Sports Subsidy Program, plus
- b) Any additional amount as authorized by City Council.

36.3 Application of Funds

The reserve may be used to finance eligible facility rental expenditures incurred by youth sport organizations receiving the Youth Sports Subsidy, to attract and host major provincial, national and international events, pursuant to City Policy No. C03-034 entitled "Youth Sports Subsidy Program - Allocation Criteria and Special Events."

36.4 Responsibility/Authority

The reserve will be managed and applications adjudicated by the Community Services Department, which will establish detailed criteria for the adjudication of event grant applications.

Event Evaluation Rating Tools - Special Events Policy

Major Special Event Evaluation Rating Tool

	Criteria	Metric	Points Available	Points Awarded	Point Value Weighting Factor	Total Score Pre-Event	Total Score Post-Event
Strategic Goals and Outcomes	Meets Corporate Strategic Goals and/or Service Outcomes Strategic Goal: Service Outcomes: Note: Event must meet the Strategic Goal of Quality of Life and a minimum of one Service Outcome to qualify for grant funding Strategic Goal Information can be found here: https://www.saskatoon.ca/sites/default/files/documents/city-manager/city-managers-reports/2013-2023_strategic_plan.pdf	Quality of Life	1		15		
		1. Diversity: This event values and celebrates diversity and strengthens opportunities for cultural interaction and representation.	1				
		2. Special Events and Celebrations Connect Citizens in Saskatoon: This event encourages citizens to connect to all aspects of the Saskatoon community beyond their own neighborhood community.	1				
		3. Local Community Groups Thrive in Saskatoon: Local community groups benefit from opportunities in leadership training and skill development, for example, as a direct result of this event.	1				
		4. Residents will Experience, and are Motivated Through, Local Sporting, Arts, and Cultural Events: Community identity, spirit, and pride are fostered through the opportunity to experience this event, and citizens are motivated to participate more often in activities.	1				
		5. Social Interaction Connects Citizens of Saskatoon: This event develops community cohesion through the social interaction opportunities provided to citizens as participants/spectators of the event.	1				
		Point Rating				0	0
Financial Resources	Federal and/or Provincial Government Funding Funding amount is equivalent to or greater than that requested of City Funding amount is less than that requested of City No Government funding Government funding is confirmed Government funding request submitted and not yet confirmed		3		20		
			1				
			0				
			2				
			1				
		1					
	Financial Support from Private/Other Sources (Examples of "Other Sources" may include ticket sales and registration fees)	High level of private/other financial support (15% of overall operating budget)	3				
	Medium level of private/other financial support (10% of overall operating budget)	2					
	Low level of private/other financial support (5% of overall operating budget)	1					
	No private/other financial support	0					
		Point Rating				0	0
Economic Impact	Economic Impact For sporting events, use Sport Tourism Economic Assessment Model [STEAM] as a guide for determining moderate, significant economic impact For non-sporting events, assess the direct-spending impact of hotels, restaurants, car rentals, etc.	Event will draw significant non-local spending into the city and give the community provincial, national and/or international exposure (over \$5 million)	3		20		
		Event will draw significant non-local spending into the city (over \$500,000 and under \$5 million)	2				
		Event will draw moderate non-local spending into the city (under \$500,000)	1				
		Event will not draw any significant non-local spending into the city	0				
			Point Rating				

	Criteria	Metric	Points Available	Points Awarded	Point Value Weighting Factor	Total Score Pre-Event	Total Score Post-Event
Community Benefit	Community Benefit Opportunity for community to participate as volunteers, participants, and/or audience/spectators of the event and/or involvement in pre or post event workshops.	High level of community opportunities	3		15		
		Medium level of community opportunities	2				
		Low level of community opportunities	1				
		No community opportunities	0				
		Point Rating				0	0
Media Exposure	Media Exposure	National media exposure	3		5		
		Local/Provincial media exposure	1				
		Point Rating				0	0
Event Scope	Event Scope International Events: % of event participants from outside Canada National Events: % of event participants from other provinces Local Events	Minimum 15% participants from outside Canada	4		10		
		Minimum 25% participants from outside Saskatchewan	3				
		Participation is primarily from Saskatoon and surrounding area	1				
		Point Rating				0	0
Participation	Event Participation Numbers (Eg. athletes, officials, participants, audience, spectators, and volunteers)	5000+	4		10		
		2500 - 5000	3				
		1000 - 2500	2				
		Under 1000	1				
		Point Rating				0	0
Event Season	Timing of Event Based on the actual trending for the specific event market and looking to fill off- or low-season times	Fills market off-season requirement	2		5		
		Hosted during a typical season for the market	1				
		Point Rating				0	0
			0		100	0	0

Funding Amount Eligibility Based on Score Assessment:

Note: Only those applications assessed a score of over 350 may request funding in excess of \$100,000 and will require the approval of City Council

1. **Score over 350** considered meeting all criteria requirements to a high level and eligible for funding of 25% of total gross operating expenses to a **maximum of \$100,000 grant funding**
2. **Score between 200 - 350** considered meeting some criteria requirements to a moderate level and eligible for funding of 25% of total gross operating expenses to a **maximum of \$50,000 grant funding**
3. **Score between 80 - 200** considered meeting limited criteria requirements to a minimum level and eligible for funding of 25% of total gross operating expenses to a **maximum of \$25,000 grant funding**
4. **Score under 80** considered not eligible for funding

Profile Saskatoon Event Evaluation Rating Tool

	Criteria	Metric	Points Available	Points Awarded	Point Value Weighting Factor	Total Score Pre-Event	Total Score Post-Event
Strategic Goals and Outcomes	Meets Corporate Strategic Goals and/or Service Outcomes Strategic Goal information can be found here: https://www.saskatoon.ca/sites/default/files/documents/city-manager/city-managers-reports/2013-2023_strategic_plan.pdf	Economic Diversity and Prosperity	1		15		
			Point Rating			0	0
Financial Resources	Federal and/or Provincial Government Funding	Funding amount is equivalent to or greater than that requested of City	3		20		
		Funding amount is less than that requested of City	1				
		No Government funding	0				
		Government funding is confirmed	2				
Government funding request submitted and not yet confirmed	1						
Financial Resources	Financial Support from Private/Other Sources (Examples of "Other Sources" may include ticket sales and registration fees)	High level of private/other financial support (15% of overall operating budget)	3				
		Medium level of private/other financial support (10% of overall operating budget)	2				
		Low level of private/other financial support (5% of overall operating budget)	1				
		No private/other financial support	0				
		Point Rating			0	0	
Economic Impact	Economic Impact Assess the direct-spend impact of hotels, restaurants, car rentals, etc., to determine economic impact	Event will draw significant non-local spending into the city and give the community provincial, national and/or international exposure (over \$5 million)	3		20		
		Event will draw significant non-local spending into the city (over \$500,000 and under \$5 million)	2				
		Event will draw moderate non-local spending into the city (under \$500,000)	1				
		Event will not draw any significant non-local spending into the city	0				
		Point Rating			0	0	
Media Exposure	Media Exposure	National Media Exposure	3		15		
		Business Development/Industry Exposure	2				
		Local/Provincial Media Exposure	1				
		Point Rating			0	0	
Event Scope	Event Scope International Events: % of event participants from outside Canada National Events: % of event participants from other provinces Local Events	Minimum 15% participants from outside Canada	4		10		
		Minimum 25% participants from outside Saskatchewan	3				
		Participation is primarily from Saskatoon and surrounding area	1				
			Point Rating				

	Criteria	Metric	Points Available	Points Awarded	Point Value Weighting Factor	Total Score Pre-Event	Total Score Post-Event
Participation	Event Participation Numbers (Eg. athletes, officials, audience, participants, spectators, and volunteers)	5000+	4		10		
		2500 - 5000	3				
		1000 - 2500	2				
		Under 1000	1				
		Point Rating				0	0
Event Season	Timing of Event Based on the actual trending for the specific event market and looking to fill off- or low-season times	Fills market off-season requirement	2		10		
		Hosted during a typical season for the market	1				
		Point Rating					
			0		100	0	0

Funding Amount Eligibility Based on Score Assessment:

1. **Score over 195** considered meeting many criteria requirements to a high level and eligible for funding of 25% of total gross operating expenses to a **maximum of \$50,000 grant funding**
2. **Score between 60 - 195** considered meeting limited criteria requirements to a minimum level and eligible for funding of 25% of total gross operating expenses to a **maximum of \$25,000 grant funding**
3. **Score under 60** considered not eligible for funding

Proposed Appendix A Amendments

APPENDIX A TO CITY OF SASKATOON COUNCIL POLICY C03-007 – SPECIAL EVENTS

SPECIAL EVENT AND PROFILE SASKATOON EVENT

REQUEST FOR SUPPORT **APPLICATION** PROCESS

Process for Events that are Non-confidential in Nature:

- Step One: For those events that are non-confidential in nature, the host organization must submit a written request *in the form of an application package* to City Council *the Community Services Department by the pre-determined intake dates*, outlining the organization's desire to host an event. The information submitted to City Council must include a detailed business plan, as outlined in Appendix B for Special Events or Appendix C for Profile Saskatoon Events.
- Step Two: City Council will refer the funding request to the Administration to *The Special Events Adjudication Committee will* review the *application package* submission based on current City of Saskatoon Policy C03-007 (Special Events) *and will determine approval of funding requests and any conditions that may be imposed on the event.* and report its recommendations to the Planning and Operations Committee of Council. This report will outline the sufficiency of funding and the eligibility of the event for funding based on the City of Saskatoon Policy C03-007 (Special Events).
- Step Three: The Planning and Operations Committee of Council recommends to City Council the approval of the funding request and any conditions that may be imposed on the event. *The Administration will inform the host organization, in writing, of the Special Events Adjudication Committee's decision and any conditions imposed on the event.*
- Step Four: City Council approves the recommendations and any conditions recommended by the Planning and Operations Committee of Council.
- Step Five **Four**: The host organization submits a post event evaluation report to the Administration within 90 **180** days of the completion of the event. and the Administration submits a report to City Council summarizing the highlights of this event. This report will summarize how the objectives were met, the success of the event, and the final economic impact the event had on the city and region. *The Administration will assess the post event evaluation report based on current City of Saskatoon Policy C03-007 (Special Events) and will determine if any adjustment to the amount of grant payment is required. The Special Events Adjudication Committee will review and approve any situations where an adjustment to the amount of grant payment*

may be required.

Payment of the approved funding is provided to the host organization upon submission of *the Administration's assessment of* the post event evaluation report to the Administration.

Process for Events that are Confidential in Nature:

Step One: For those events that are being bid on and/or are confidential in nature, the host organization must submit a written request *in the form of a preliminary application package or event bid proposal document* to the Community Services Department by the pre-determined intake dates, *whenever possible*, outlining the organization's desire to host an event. ~~to City Council's In-Camera Executive Committee outlining the organization's desire to host an event.~~ The preliminary *information* submitted to the *Administration* ~~Executive Committee~~ will be as follows:

- A description of the event;
- When the event will occur;
- What event organizers hope to achieve by hosting the event in Saskatoon *and a description of which of the City's strategic goals and service outcomes the event will meet;*
- ~~Proposed legacy component of hosting the event in Saskatoon;~~
- Preliminary economic impact to Saskatoon and tourism region;
- Anticipated support from the Provincial and Federal governments; and
- Estimated financial support being requested from the City of Saskatoon.

The preliminary application package or bid proposal document should provide adequate information for the Special Events Adjudication Committee to make informed decisions based on sound business reasons and with the necessary justification that the event will have economic and lasting community benefit to Saskatoon.

Note: Where new infrastructure will be developed in order to host an event, future use and operating agreements must be established prior to submission of the bid.

Step Two: ~~Executive Committee will refer the funding request to the Administration to~~ *The Special Events Adjudication Committee will* review the bid proposal *document* and/or ~~business plan~~ *application package* based on current City of Saskatoon Policy C03-007 (Special Events) and ~~report its recommendations to the Executive Committee of Council.~~ *will determine approval, in principle, of funding requests and any conditions that may be imposed on the event.* ~~This report will outline the sufficiency of funding and the eligibility of the event for funding based on the City of Saskatoon Policy C03-007 (Special Events).~~

~~For those events being bid on, the report should provide adequate~~

~~information for City Council to make informed decisions based on sound business reasons and with the necessary justification that the event will have economic and lasting benefit to Saskatoon. In these cases, Executive Committee may recommend approval in principle for events being bid on.~~

Step Three: For events being bid on, the host organization and *will provide the Administration with* ~~will provide regular updates to the Executive Committee on key milestones and important checkpoints as they work through the bid process.~~

Step Four: If an event bid is successful, the ~~Executive Committee recommends to City Council the approval of the funding request~~ *host organization will submit a final and complete application package, which will be reviewed by the Special Events Adjudication Committee based on the current City of Saskatoon Policy C03-007 (Special Events) and will determine approval of funding request* and any conditions that may be imposed on the event.

If an event bid is not successful, the host organization will submit a brief report to the ~~Executive Committee~~ *Administration* outlining the main reasons why the bid was not successful.

~~Step Five: City Council approves the recommendations and any conditions recommended by the Executive Committee.~~

Step Six *Five*: The host organization submits a post event evaluation report to the Administration within 90 *180* days of the completion of the event ~~and the Administration submits a report to City Council summarizing the highlights of this event. This report will summarize how the objectives were met, the success of the event, and the final economic impact the event had on the city and region.~~ *The Administration will assess the post event evaluation report based on current City of Saskatoon Policy C03-007 (Special Events) and will determine if any adjustment to the amount of grant payment may be required. The Special Events Adjudication Committee will review and approve situations in which an adjustment to the amount of grant payment may be required.*

Payment of the approved funding is provided to the host organization upon the Administration's assessment of the post event evaluation report.

~~Step Seven: Payment of the approved funding is released to the host organization.~~

Update on the Saskatoon Minor Football Field Project

Recommendation

That the report of the General Manager, Community Services Department, dated March 7, 2016, be forwarded to City Council for information.

Topic and Purpose

This report will provide an update on the 2015 operating season at the Saskatoon Minor Football Field; the name of the new clubhouse; construction of Phases 1, 2, and 3; and an update on the Friends of the Bowl Foundation fundraising campaign.

Report Highlights

1. The Saskatoon Minor Football (SMF) Field at Gordon Howe Park operated from mid-April to mid-November, 2015, for its first very successful full season.
2. The Friends of the Bowl Foundation (FOTBF) is pleased to announce the first two phases of construction upgrades to the SMF Field, including the field, lighting, sound system, and clubhouse, will be completed this spring.
3. With the construction of the new clubhouse nearing completion, the FOTBF Board has approved the name, Gordie Howe Sports Centre, for the clubhouse.
4. The FOTBF wishes to announce the third phase of the upgrade project, which is the plaza and ticket booth. Funding has been secured and the project will be completed this spring.
5. The FOTBF has successfully achieved its fundraising goal to complete the three phases of upgrades at SMF Field.

Strategic Goals

The upgrades to the SMF Field supports the City of Saskatoon's (City) Strategic Goal of Quality of Life, as this initiative supports the long-term strategy of ensuring facilities are accessible, both physically and financially, and meet the community needs. Under the Strategic Goal of Asset and Financial Sustainability, this initiative also supports the long-term strategy of increasing revenue and reducing reliance on property taxes.

Background

At its November 13, 2012 meeting, City Council declared the Gordon Howe Bowl upgrades as a municipal project in order to provide the issuance of charitable donation receipts for donations received from the community.

At its September 9, 2013 meeting, City Council approved the FOTBF's request to negotiate naming rights and sponsorships for assets and facilities (i.e. clubhouse) at Gordon Howe Bowl. This was subject to City Council having final approval of an agreement for the naming rights of the Gordon Howe Bowl.

At its May 20, 2014 meeting, City Council approved the new name of the Gordon Howe Bowl; Saskatoon Minor Football Field.

At its June 22, 2015 meeting, City Council approved the establishment of an SMF Field Stabilization Reserve. The Administration was to provide an update on the operation of the SMF Field in the winter of 2016.

Report

SMF Field Operation 2015

In 2015, Saskatoon Football Inc. (SFI) operated the SMF Field for its first full season. The field was in use from mid-April 2015 to mid-November 2015. During this time, the field was rented for a total of 1,010 hours. By contrast, when it was a natural grass field, the season was typically from mid-August to mid-November, and only 125 hours of field bookings.

In the 2015 season, the SMF Field hosted youth and adult football, professional football, training sessions for youth and adults, high school soccer, club soccer practices and games, and conditioning camps. The highlight of the season was the Canadian Bowl 2015, which is the Canadian Junior Football League Championship, hosted at SMF Field. There were 4,700 spectators at that game. The 2015 season was a great success, and SFI is looking forward to 2016, when the new clubhouse will be available for users of the field.

Construction for Phase 1 and Phase 2 – Field, Lights, Sound System, and Clubhouse

The upgrades to the SMF Field are being completed in phases. The project has progressed as funding has been available. Phase 1, which included the installation of artificial turf, a new score clock, lights, and a sound system, is now complete. Phase 2 is the construction of a new clubhouse, which will be completed by March 2016.

New Clubhouse to be Named Gordie Howe Sports Centre

The FOTBF received a donation to assist with the completion of the clubhouse project, and the donor requested that the new clubhouse be named the Gordie Howe Sports Centre. The FOTBF consulted with the Howe family to ensure they approved of the recognition. The Howe family was very pleased with the name chosen for the clubhouse and the FOTBF Board has subsequently approved the name.

Construction for Phase 3 – Ticket Booth and Plaza

The FOTBF is pleased to announce that Phase 3 of the upgrades at SMF Field, which is the design and construction of the plaza entrance and a new ticket booth, will begin in the spring of 2016 (see Attachment 1). The ticket booth will service both the SMF Field and Gordon Howe No. 1 Softball Diamond.

FOTBF Fundraising Campaign

To date, the FOTBF fundraising campaign has reached a total of \$8,500,000. The City's contribution toward the project is \$2,795,000, which brings the total project funding to \$11,295,000. The FOTBF achieved its fundraising goal to complete the SMF

Update on the Saskatoon Minor Football Field Project

Field upgrades and supporting facilities (clubhouse, plaza, and ticket booth). Upon completion of Phase 3 of the project, the FOTBF will assess the other assets at the Gordon Howe Complex and report back to City Council with a list of other potential projects to be undertaken in the Gordon Howe Complex.

Public and/or Stakeholder Involvement

The FOTBF has been actively engaged throughout the entire fundraising campaign for the SMF Field. The FOTBF includes representation from all groups using the Gordon Howe Complex, as well as representation from the Administration.

As the Gordon Howe Complex is within the Meewasin Valley Authority (Meewasin) jurisdiction area, Meewasin has also been consulted on the plaza and ticket booth project and has approved of the design as presented.

The Administration will continue to work with Saskatoon Football Inc. in the management and operation of the SMF Field to ensure the operation of the facility is a success.

Safety/Crime Prevention Through Environmental Design (CPTED)

A CPTED review was completed in April 2014; recommendations were incorporated into the final design of Phase 2 and Phase 3 of the project.

Other Considerations/Implications

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

Due Date for Follow-up and/or Project Completion

The Administration will provide an update to City Council in September 2016, with a list of potential projects from the FOTBF.

Public Notice

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

Attachments

1. Phase 3 Plaza and Ticket Booth Design

Report Approval

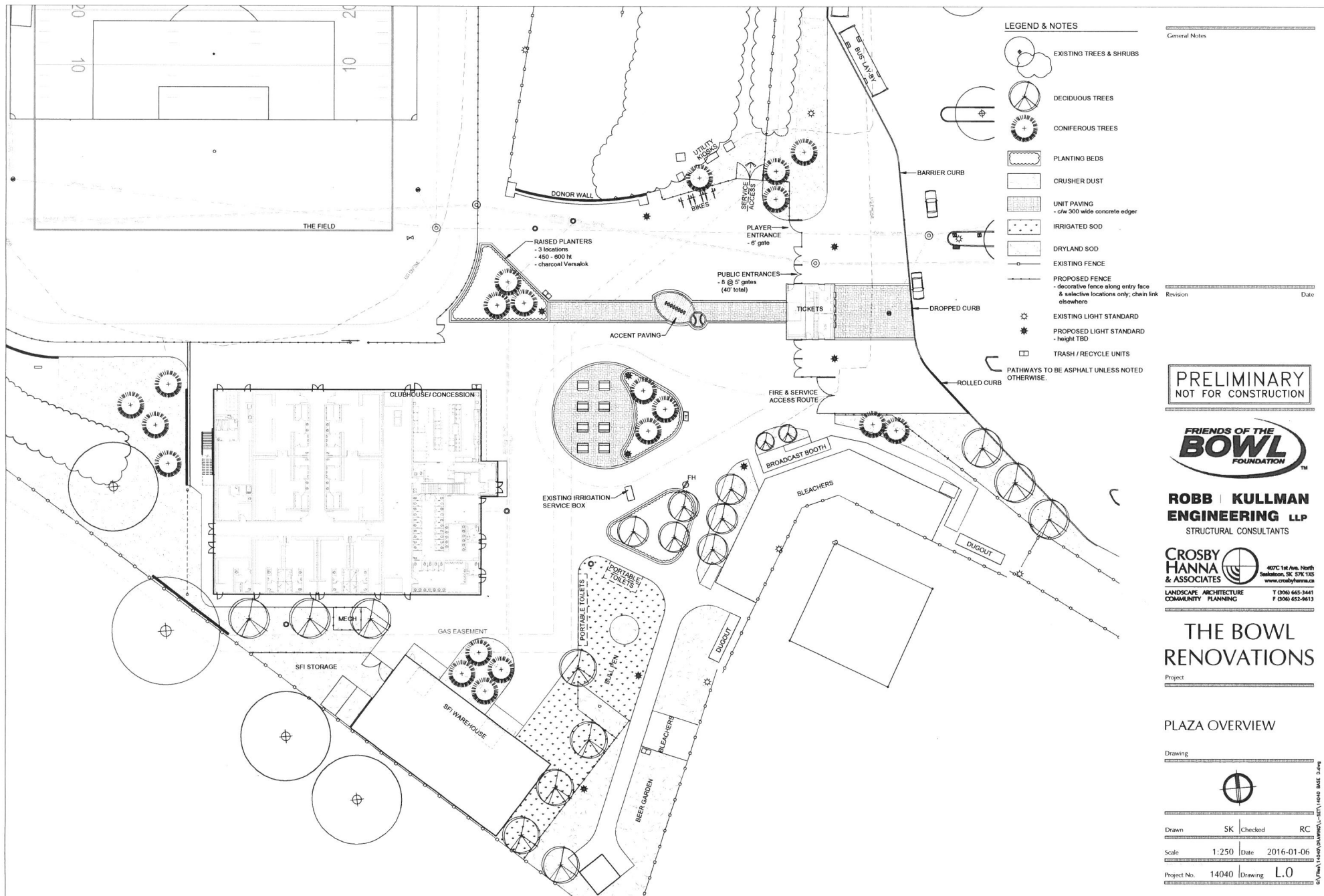
Written by: Roxane Melnyk, Facility Supervisor, Recreation and Community Development

Reviewed by: Lynne Lacroix, Director of Recreation and Community Development

Approved by: Alan Wallace, Acting General Manager, Community Services Department

S/Reports/2016/RCD/PDCS – Update on the Saskatoon Minor Football Field Project/lc

Phase 3 Plaza and Ticket Booth Design



2016 Cultural Grant Capital Reserve Awards

Recommendation

That the Standing Policy Committee on Planning, Development and Community Services recommend to City Council that the project funding recommended by the Cultural Grant Capital Reserve Adjudication Committee be approved.

Topic and Purpose

The purpose of this report is to provide information on the funding of \$70,420 recommended for the 2016 Cultural Grant Capital Reserve Awards.

Report Highlights

1. The Cultural Capital Reserve Fund, administered by the Recreation and Community Development Division, provides funding to organizations that are currently in the City of Saskatoon's (City) Culture Grant Program. Funding is provided for periodic one-time capital projects.
2. The Cultural Grant Capital Reserve Adjudication Committee recommended funding for six eligible projects, with \$70,420 being allocated to approved projects.

Strategic Goals

This report supports the City's Strategic Goal of Quality of Life, specifically the long-term strategies of implementing the Municipal Culture Plan and supporting community-building through direct investment, community development expertise, and support to volunteers on civic boards, committees, and community associations. Supporting cultural institutions also supports the Strategic Goal of Sustainable Growth, as stable cultural institutions complement the work of the City Centre Plan.

Background

The City's Cultural Grant Capital Reserve was created in 2010 to provide funding for periodic one-time capital projects to organizations currently receiving funding under the Culture Grant Program. In 2013, City Council approved several amendments to the program. The annual provision to the reserve is authorized by City Council through the Operating Budget. Allocations of funds are to be made by the Cultural Grant Capital Reserve Adjudication Committee, in accordance with the criteria outlined in Reserves for Future Expenditures Policy No. C03-003.

Report

The Cultural Capital Reserve Fund has \$100,000 available for allocation in 2016. All project applications were reviewed by the Cultural Grant Capital Reserve Adjudication Committee, who recommended the following awards:

2016 Cultural Grant Capital Reserve Awards

Major Grant

- Persephone Theatre – digital sound system and console upgrade: \$40,000

Minor Grants

- 25th Street Theatre – replace festival banners: \$ 2,000
- La Troupe du Jour – five-year strategic plan development: \$ 3,920
- N.S.I. Children’s Festival – strategic planning and organizational development: \$10,000
- PAVED Arts – Installation of secure card pass system: \$ 9,500
- Shakespeare on the Saskatchewan – website construction: \$ 5,000

Total \$70,420

Options to the Recommendation

City Council may choose to not approve the recommendations for funding made by the Cultural Grant Capital Reserve Adjudication Committee. In this case, further direction would be required.

Public and/or Stakeholder Involvement

There was no public or stakeholder involvement outside of the application and review process.

Communication Plan

The Recreation and Community Development Division will promote the results through posting on the City’s website.

Financial Implications

Funding for the 2016 Cultural Grant Capital Reserve Awards is allocated from the Future Expenditures/Cultural Reserve. The uncommitted balance of the Future Expenditures/Cultural Reserve is \$36,160.

Other Considerations/Implications

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

Due Date for Follow-up and/or Project Completion

The six projects that have been awarded funding will be completed by March 31, 2018.

Public Notice

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

Report Approval

Written by: Kathy Allen, Arts and Grants Consultant, Recreation and Community Development

Reviewed by: Lynne Lacroix, Director of Recreation and Community Development

Approved by: Alan Wallace, Acting General Manager, Community Services Department

S/Reports/2016/RCD/PDCS - 2016 Cultural Grant Capital Reserve Awards/lc

Vacant Lot and Adaptive Re-use Program - Development Incentives – Parcel YY – River Landing

Recommendation

That the Standing Policy Committee on Planning, Development and Community Services recommend to the April meeting of City Council, approval of the following:

- 1) That a five-year tax abatement of the incremental taxes for the residential building, office buildings, and a structured parking facility located on Parcel YY, be approved;
- 2) That the five-year tax abatements take effect in the next taxation year following completion of each of the phased projects;
- 3) That the property taxes associated with the public plaza be granted back to the owner in exchange for construction and maintenance of the public plaza and guaranteed, reasonable public access;
- 4) That the City Solicitor be requested to prepare the appropriate agreements, and that His Worship the Mayor and the City Clerk be authorized to execute the agreements, under the Corporate Seal; and
- 5) The above recommendations be subject to the submission of a comprehensive site development concept plan and the proponent obtaining approval of the development concept from all approving authorities in accordance with the DCD1 regulations.

Topic and Purpose

The purpose of this report is to request approval for development incentives in the form of tax abatements and a grant for the development of the property located at Parcel YY in River Landing.

Report Highlights

1. The Administration recommends the approval of a five-year tax abatement of the incremental property taxes for the phased development of a residential building, two office towers, and structured parking.
2. The estimated incremental property tax abatement for Parcel YY for the residential component, the office buildings, and the structured parking is not known at this time.
3. The Administration further recommends the granting of property taxes back to owner in exchange for the construction, maintenance, and operation of a public plaza subject to conditions contained in this report.

Vacant Lot and Adaptive Re-use Incentive Program - Development Incentives – Parcel YY – River Landing

Strategic Goal

This report supports the City of Saskatoon's (City) long-term Strategic Goal of Sustainable Growth by increasing development within the City Centre.

Background

During its March 7, 2011 meeting, City Council approved the Vacant Lot and Adaptive Re-use Incentive Program (VLAR). The VLAR Incentive Program includes incentives to encourage more housing within the Downtown. The VLAR program was recently amended to also include new incentives for offices and structured parking, in accordance with the City Centre Plan. At the present time, only the downtown housing incentives are available to development within River Landing.

The developer (Trioest) of Parcel YY requested the same incentives which are offered within the Downtown. They have further requested an annual grant equivalent to the property taxes for the area of Parcel YY developed as a public plaza.

Report

Description of Parcel YY Development

According to Trioest, Parcel YY is to be developed as a mixed use site consisting of no less than three uses, which may include hotel, office, residential & retail uses as identified in the DCD1 regulations. Site development shall include below grade structured parking and a public plaza. The development of Parcel YY will be a phased development. The public plaza, located on the southern portion of the site, will provide a transition to the River Landing waterfront park. The plaza is to be an open space that would be flexible so as to allow for programmed and non-programmed use by the public. The primary goal of the plaza is to generate year-round daily pedestrian traffic in the space.

The proponent plans to submit a comprehensive site development concept plan for approval under the DCD1 regulations to both the City of Saskatoon and Meewasin Valley Authority for approval.

Incentives for Residential, Office, and Structured Parking

The applicant is applying for a five-year tax abatement of the incremental property taxes for the residential portion, offices, and structured parking. It is envisioned that a residential condominium building, two office buildings, and underground structured parking will be constructed. At the present time, the assessed value of this development cannot be determined. The value of the five-year tax abatement will be calculated once final drawings and more details of the project have been received.

Incentives for the Public Plaza

The development is also planned to include a public plaza area. For the purposes of an estimate, the public plaza area is assumed to be approximately 20,000 ft² in size. This is similar to the existing plaza area which has been approved under the formerly approved proposal for Parcel YY. According to the Office of the City Assessor, the

Vacant Lot and Adaptive Re-use Incentive Program - Development Incentives – Parcel YY – River Landing

assessed value of the public plaza is estimated to be \$1.9 million and the corresponding taxes, based on the 2015 mill rate, is \$34,357. Triovest requested that the property taxes for the plaza area be granted back to the owner, in perpetuity, in exchange for the following:

- a) construction of the public plaza, including amenities;
- b) ongoing operation and maintenance of the public plaza by the owner; and
- c) guaranteed, reasonable public access to the public plaza.

The Administration has not yet determined the exact provisions for the property tax grant, however this will be determined and included within the agreement between the City and owner.

Conclusion

After a preliminary review of this development, the Administration has concluded that the development of Parcel YY represents a significant investment within River Landing. Parcel YY has been identified as a catalyst development. There is particular, tangible risk associated with developing a large mixed-use site with a large structured parking component. A large amount of up-front capital and risk is required before completion of the entire site is realized. In recognition of the large investment and risk associated with the development of Parcel YY, the Administration recommends approval of the above noted incentives, and subject to receiving the required comprehensive site development concept. Both the reports concerning the approvals and the development concept, DCD1 amendments, and development incentives will be at the April 25, 2016 City Council meeting for final approval.

Options to the Recommendation

City Council could decline to offer, or modify, the incentives outlined in this report.

Public and/or Stakeholder Involvement

There is no requirement for particular stakeholder or public involvement.

Financial Implications

The property tax abatement incentives for the residential uses and associated structured parking are covered under current policies and eligible for a five-year abatement and will be calculated once more details are known. The office and balance of structured parking are currently not eligible for incentives, but are being recommended to be offered using the same criteria within current policy (i.e. a five-year tax abatement upon completion).

In regards to the public plaza area, there are no policies in place to address the requested property tax incentives. Therefore property tax cannot be abated for this area, at least under existing policy. However, a grant equal to the property tax amount could be provided to the owner in exchange for some degree of public access to the plaza under a special annual grant process. As estimated by the City Assessor, this

Vacant Lot and Adaptive Re-use Incentive Program - Development Incentives – Parcel YY – River Landing

grant would equal approximately \$34,000 which is offset by the incremental property tax revenue of an equal amount having no net mill rate impact.

The City will receive property tax revenue from the hotel portion of the development immediately upon completion which will be redirected to funding the River Landing program and reducing the amount transferred from the Reserve For Capital Expenditures to balance the program.

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

A separate development approval process is currently underway. This development must be approved by both City Council and the Meewasin Valley Authority Board.

Public Notice

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

Attachment

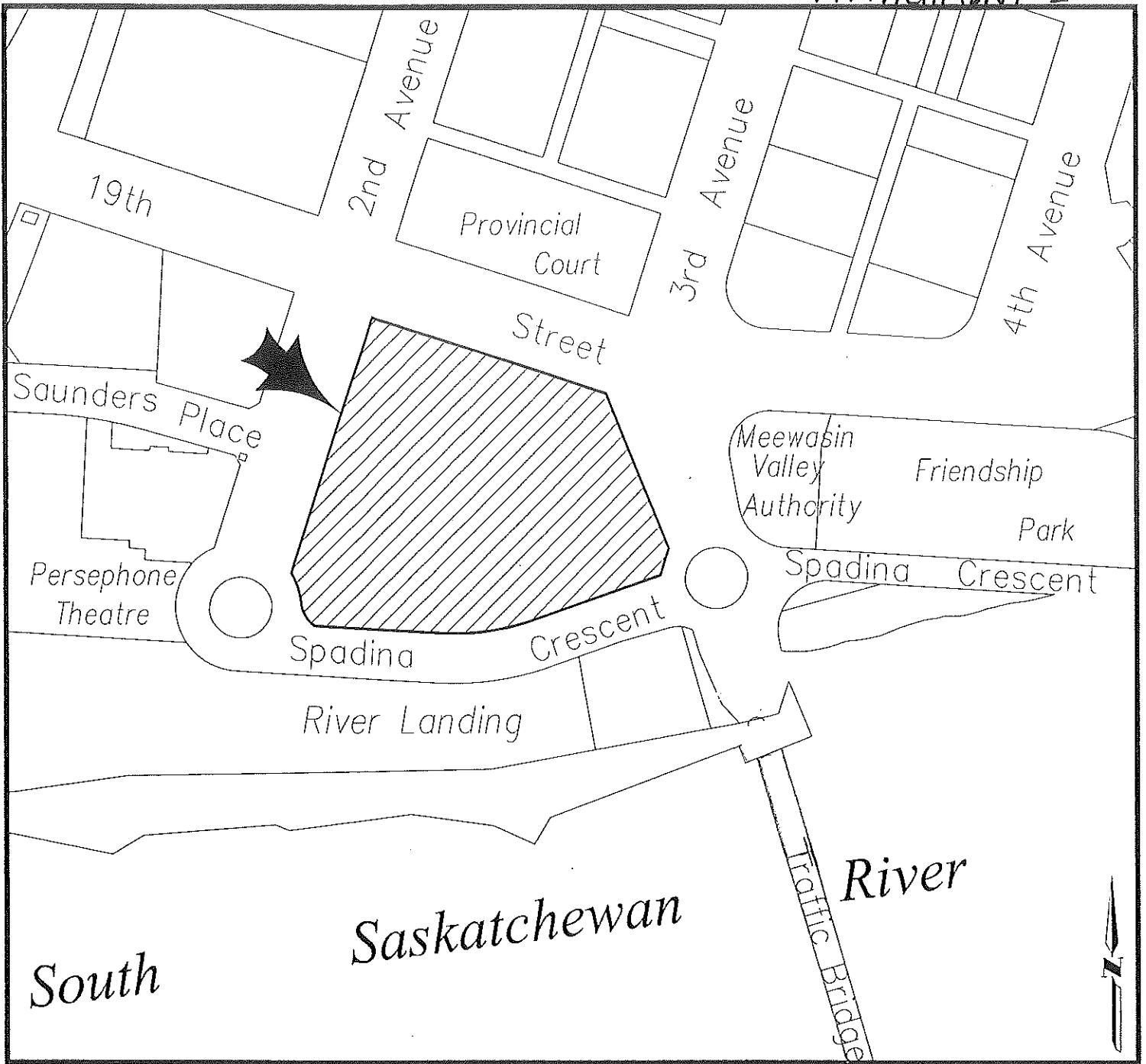
1. Parcel YY – Location Map
2. General Description of Parcel YY Development

Report Approval

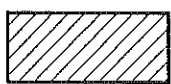
Written by: Ellen Pearson, Planner, Neighbourhood Planning Section
Reviewed by: Alan Wallace, Director of Planning and Development
Approved by: Alan Wallace, Acting General Manager, Community Services Department
Approved by: Murray Totland, City Manager

S:/Reports/2016/PD/VLAR Program – Parcel YY – River Landing.docx/dh

FINAL VERSION - approved by M. Totland Feb 29/16



Location Map



200 Spadina Crescent East
Parcel YY

GENERAL DESCRIPTION OF PARCEL YY DEVELOPMENT

LAND USE

To meet the objective of providing complementary uses in River Landing, the proposed development shall offer the opportunity for uses that will enhance and compliment the cultural institutions and neighboring businesses in the area. The site is to be developed as a mixed use site consisting of no less than three uses, which may include Hotel, Office, Residential & Retail uses as identified in the DCD1 regulations. Site development shall include below grade structured parking and a public plaza.

The location of the proposed mix-use development within the emerging arts district of Saskatoon is seen as a positive factor in achieving the diversity of uses envisioned in River Landing. The development intends to provide a mixed-use project that will introduce many local users onto the site, as well as visitors.

Office development will add a substantial number of people to the site. These users are anticipated to have a positive and sustainable impact to local businesses, the adjacent cultural institutions, the riverbank, and the public plaza.

Provision of a full service hotel will provide hospitality services both for business visitors to River Landing as well as visitors to the area.

The effect of these diverse uses will be to animate the site and generate a day-night use cycle that will be continuous throughout the year. To further accentuate this positive effect, it is encouraged that the ground floor levels of the buildings include a variety of amenities such as shops, restaurants, amenity spaces, cafes and lobby functions.

Development in the DCD1 is subject to an Architectural Control Overlay District and must conform to the guidelines contained in the South Downtown Local Area Design Plan. Building design must address the fact that they are public facing on all sides, external to roads and sidewalk, and internal to a public plaza.

PUBLIC PLAZA

A primary feature of the development is the public plaza. The plaza should feature hardscape surfaces with defined walking paths, as well as an area with soft landscape, seating, and public amenities. The plaza should provide a civic space that would be flexible so as to allow for programmed and non-programmed use by the public, and be adaptable to different seasonal uses. The primary goal of this approach is to generate year round daily pedestrian traffic in the space, and to encourage the citizens of

Saskatoon to perceive themselves as stakeholders and welcome participants on the development site at any time throughout the year.

The plaza shall be developed as one large area at grade and must encompass a minimum of 15% of the development site. The plaza will be located on the southern portion of the development site so that it is open to Spadina Crescent East and the South Saskatchewan River providing a seamless transition to the riverbank park. Should the site be developed to accommodate internal vehicle movement, pedestrian movement will be given the first priority.

PARKING

Parking shall be provided on-site in a below grade parking structure as per DCD1 regulations. Provision of parking stalls may be phased to correspond with the development of the site. Temporary or interim grade level parking may be permitted pending the completion of the overall site development.

Below grade parking structures may be interconnected and stalls may be shared between buildings to increase parking efficiency during peak & off-peak hours. The amount of parking stalls provided shall be driven by anticipated market demands to provide sufficient parking for the uses proposed for the site.

Vehicular ramps leading to below-grade parking structures may be provided directly from 3rd Avenue and from 19th Street. Vehicular access from 2nd Avenue should be indirect through an internal laneway. Lay-bys may be provided on 19th Street East, 2nd Avenue North & 3rd Avenue North for pedestrian pickup and drop-off.



March 3, 2016

Blair W. Sinclair
Direct Phone: (403) 209-3486
E-mail: bsinclair@triovest.com

Via email (city.clerks@saskatoon.ca)

City of Saskatoon
222 Third Avenue North
Saskatoon, SK, S7K 0J5

Attention: City Clerk

On March 7, 2016 the City of Saskatoon Finance Committee will be meeting to hear matters related to TrioVest's application process for Parcel YY.

Please be advised that I plan to attend this meeting, and will make myself available to members of the committee if they have any questions for me.

Yours truly,

TrioVest Realty Advisors Inc.

A handwritten signature in black ink, appearing to read "Blair W. Sinclair", written over a light blue horizontal line.

Blair W. Sinclair
Executive Vice President, Investments and Development

LVM