



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

Monday, December 1, 2014, 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

1.1 Call to Order

1.2 Confirmation of Chair and Vice-Chair

At the August 18, 2014 meeting of the Standing Policy Committee on Planning, Development and Community Services, the following motions were passed by the Committee:

1) That Councillor Hill be appointed Chair of the Standing Policy Committee on Planning, Development and Community Services until December 2015 subject to Councillor Hill's continued membership on the Committee and confirmation of the appointment at the Committee meeting following the organizational meeting in 2014.

2) That Councillor Davies be appointed Vice-Chair of the Standing Policy Committee on Planning, Development and Community Services until December 2015 subject to Councillor Davies' continued membership on the Committee and confirmation of the appointment at the Committee meeting following the organizational meeting in 2014.

City Council, at its organizational meeting held on November 24, 2014, confirmed the following appointments for 2015:

Standing Policy Committee on Planning, Development & Community Services

Councillor Davies
Councillor Hill
Councillor Jeffries
Councillor Lorje
Councillor Paulsen

The Committee is now asked to confirm the appointment of Councillor Hill as Chair of 2015 and Councillor Davies as Vice-Chair for 2015.

2. CONFIRMATION OF AGENDA

3. ADOPTION OF MINUTES

**3.1 Minutes of Regular Meeting of the Standing Policy Committee on
Planning, Development and Community Services held on November 3,
2014**

4. UNFINISHED BUSINESS

5. COMMUNICATIONS (requiring the direction of the Committee)

5.1 Delegated Authority Matters

5.2 Matters Requiring Direction

5.2.1 Application for Municipal Heritage Property Designation - 803 9th Avenue North [Files 710-63 and PL. 907-1] 7 - 12

The Municipal Heritage Advisory Committee has considered and supports the recommendation outlined in the November 5, 2014 report of the General Manager, Community Services regarding the above matter.

Recommendation

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

1. That the City Solicitor be requested to prepare and bring forward a bylaw to designate the property at 803 9th Avenue North as a Municipal Heritage Property under the provision of The Heritage Property Act, with such designation limited to the exterior of the building (excluding the addition completed in 2012);
2. That the General Manager, Community Services Department, be requested to prepare the required notices for advertising the proposed designation; and
3. That \$2,500 be allocated from the Heritage Reserve Fund for supply and installation of a recognition plaque for the property.

5.2.2 Application for Municipal Heritage Designation and Tax

13 - 20

Abatement Funding Under the Heritage Conservation Program - 1102 Spadina Crescent East [Files CK. 710-62 and PL. 907-1]

The Municipal Heritage Advisory Committee has considered and supports the recommendation outlined in the November 5, 2014 report of the General Manager, Community Services regarding the above matter.

A Request to Speak has been received from Don Greer.

Recommendation

1. That the Standing Policy Committee of Planning, Development and Community Services forward a report to City Council to recommend:
 - a. That the City Solicitor be requested to prepare and bring forward a bylaw to designate the property at 1102 Spadina Crescent East as a Municipal Heritage Property, under the provision of The Heritage Property Act with such designation limited to the exterior of the building;
 - b. That the General Manager, Community Services Department, be requested to prepare the required notices for advertising the proposed designation;
 - c. That \$2,500 be allocated from the Heritage Reserve Fund for supply and installation of a recognition plaque for the property;
 - d. That the owners of 1102 Spadina Crescent East receive a tax abatement, to a maximum of \$84,400 and a refund of the building permit fee of \$289.11, commencing in the year following satisfactory completion of the rehabilitation project; and
 - e. 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 agreements, under the Corporate Seal; and
2. That the communication be received as information and Mr. Greer be heard.

5.3 Requests to Speak (new matters)

5.3.1 Canadian Union of Postal Workers - Canada Post Plan to Convert to Community Mail Boxes [File No. CK. 277-1]

21 - 21

A Request to Speak has been received from Julee Sanderson, President, CUPW local 824.

Recommendation

That the communication be received as information and Ms. Sanderson be heard.

6. REPORTS FROM ADMINISTRATION

6.1 Delegated Authority Matters

- 6.1.1 Request for Funding - 2015 International Softball Federation 22 - 67**
Men's World Softball Championship - Special Events Policy No.
C03-007 [Files CK. 1870-15 and RS. 1870-12-2]

Recommendation

1. That funding in the amount of \$100,000 be approved for the Saskatoon Amateur Softball Association Inc., under the Special Event Sport Category, for the 2015 International Softball Federation Men's World Softball Championship;
2. That funding in the amount of \$90,000 be approved for release on March 1, 2015, to allow Saskatoon Amateur Softball Association Inc. to complete legacy components in preparation for hosting this event; and
3. That the remaining \$10,000 be released upon completion of the event and submission of a post-event evaluation report, including audited financial statements.

- 6.1.2 City of Saskatoon Neighbourhood Profiles - 13th Edition [Files 68 - 69**
CK. 368-1 and PL. 368-7]

Recommendation

That the information be received.

- 6.1.3 Land Use Applications Received by the Community Services 70 - 89**
Department for the Period Between October 17, 2014 to
November 13, 2014 [Files CK. 4000-5, PL. 4350-1, PL. 4355-D,
PL. 4350 and PL. 4300]

Recommendation

That the information be received.

- 6.1.4 Standing Policy Committee on Planning, Development and 90 - 95**
Community Services Outstanding

Recommendation

That the direction of Committee issue.

- 6.1.5 Seasonal Commercial Enterprise in Parks [Files CK. 300-1, CK. 4205-1, RS. 4205-1]** 96 - 98

Recommendation

That any bylaw or policy changes required to allow for seasonal commercial enterprises in parks be brought back to the Committee as part of the report required regarding the Seasonal Commercial Enterprise in Parks Policy.

6.2 Matters Requiring Direction

- 6.2.1 Purpose-Built Rental Projects at 402 Manek Road and 1809 Edmonton Avenue [Files CK 750-4, PL 952-6-24 and PL 952-6-22]** 99 - 113

Recommendation

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

1. That the City Solicitor be requested to prepare the necessary tax abatement and incentive agreements for the purpose-built rental project being built at 402 Manek Road, previously approved for incentives by City Council; and
2. That the City Solicitor be requested to prepare the necessary tax abatement and incentive agreements for the purpose-built rental project being built at 1809 Edmonton Avenue, previously approved for incentives by City Council.

- 6.2.2 Distribution of Support Services and Separation Distance Between Social Agencies [Files CK 4350-1, CK 4131-31, PL 4110-18-26 and PL 4350-1]** 114 - 140

Recommendation

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

1. That the Administration be directed to present the report of the General Manager, Community Services Department dated December 1, 2014 and discuss the various approaches and options with the Riversdale Business Improvement District; and
2. That the “Humanitarian Service Facility” (Regina) definition and “Mainstreet Designation” (Ottawa) approach be investigated by the Administration in more detail and report back on feasibility, workplan, and timeline for implementation.

- 6.2.3 Bishop James Mahoney Park Playground Donation [Files CK 4205-1 and RS 4205-7] 141 - 147**

Recommendation

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

That the donation of a playground structure in Bishop James Mahoney Park by the Saskatoon Christian Centre be accepted by the City of Saskatoon.

- 6.2.4 Allotment Garden Information [Files CK. 4205-1 and PK. 4208-3] 148 - 156**

Recommendation

That the report of the General Manager, Community Services Department, dated December 1, 2014, be forwarded to City Council for information.

7. MOTIONS (Notice Previously Given)

8. GIVING NOTICE

9. URGENT BUSINESS

10. IN CAMERA SESSION (Optional)

There are no In Camera items for this meeting.

[If an In Camera session were required, a ten-minute break would occur prior to the session. Items requiring consideration at the public session on the same date would be reported out publicly following the In Camera session. Otherwise the matters would be placed on a future public agenda.]

11. ADJOURNMENT

Application for Municipal Heritage Property Designation – 803 9th Avenue North

Recommendation

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

1. That the City Solicitor be requested to prepare and bring forward a bylaw to designate the property at 803 9th Avenue North as a Municipal Heritage Property under the provision of *The Heritage Property Act*, with such designation limited to the exterior of the building (excluding the addition completed in 2012);
2. That the General Manager, Community Services Department, be requested to prepare the required notices for advertising the proposed designation; and
3. That \$2,500 be allocated from the Heritage Reserve Fund for supply and installation of a recognition plaque for the property.

Topic and Purpose

The purpose of this report is to consider an application by the property owner requesting 803 9th Avenue North be designated as a Municipal Heritage Property.

Report Highlights

1. This property is eligible for designation as a Municipal Heritage Property. It is an excellent example of Tudor-style architecture. The property was once home to Andrew N. Boyd, an auto dealership owner and prominent member of the Knox United Church and Dr. Lorne McConnell, a pioneer in the field of neurosurgery in Western Canada and former Chief of Surgery at Saskatoon City Hospital.

Strategic Goal

The report supports the City of Saskatoon's (City) Strategic Goal of Quality of Life. As a community, we find new and creative ways to showcase our city's built, natural, and cultural heritage.

Background

The two-story dwelling located in City Park at 803 9th Avenue North was built in 1929. The Tudor-style dwelling was originally home to Andrew N. Boyd, who founded the auto dealership Boyd Bros. (located at the corner of 24th Street and 2nd Avenue). Mr. Boyd came to Saskatoon from Radisson and North Battleford in 1922 and was a prominent figure in the Knox United Church and past president of the Saskatoon Club from 1930 to 1931.

The home was later purchased by Dr. Lorne McConnell who began his medical practice in Saskatoon in 1912. Mr. McConnell had served with the British Army Medical Corps during World War I, and in the early 1930's studied at McGill University's Neurological Institute before continuing his studies at the Mayo Clinic in Rochester, Minnesota. Mr. McConnell

Application for Municipal Heritage Property Designation – 803 9th Avenue North

was a pioneer in the field of neurosurgery in Western Canada and before his retirement in 1967 served as Chief of Surgery at Saskatoon City Hospital for a number of years.

The dwelling continues to be used as a private residence and the owner of the property has requested designation as a Municipal Heritage Property.

Report

The Administration conducted a formal evaluation of the exterior of the building and is of the opinion that the property is eligible for designation as a Municipal Heritage Property for the following reasons:

1. The dwelling was once home to two prominent citizens in Saskatoon: Andrew N. Boyd and Dr. Lorne McConnell.
2. The dwelling is an excellent example of a traditional 1920's Tudor-style home, which is a relatively unique style of architecture in Saskatoon. Architectural elements featured on this home's exterior, and those of which are characteristic of the Tudor-style, include a steeply pitched roof with a projecting front-gabled extension, brick exterior with stucco cladding on the upper level, an arched front doorway with stone trim, and a large brick chimney (with decorative chimney pots). The bricks used on the exterior of the building appear to be similar to those on other brick buildings built during this era.
3. The dwelling is in excellent condition, and all features of the Tudor architectural style have been retained. An addition to the rear of the property was completed in 2012; however, all materials used were chosen to compliment the exterior finishes and is sympathetic to the existing architecture.

The Administration is recommending that only the exterior original structure be designated as a Municipal Heritage Property. Once the property is designated it will be eligible for funding under the Heritage Conservation Program. The applicant is not applying for funding at this time; however, restoration work will likely be required in the future in order to make repairs to the roof, along with replacement of the shingles and windows. Any future funding requests under the Heritage Conservation Program would not apply to the recent addition completed in 2012.

Options to the Recommendation

City Council has the option of not designating this building as a Municipal Heritage Property.

Public and/or Stakeholder Involvement

Public and/or stakeholder consultations are not required.

Communication Plan

All municipal heritage properties are marked with a bronze plaque on site that describes the heritage significance of the property. If designation is approved, the property will also be added to the Heritage Registry.

Application for Municipal Heritage Property Designation – 803 9th Avenue North

Policy Implications

The proposal complies with Civic Heritage Policy No. C10-020.

Financial Implications

The amount of \$2,500 from the Heritage Reserve Fund would be allocated for the fabrication of the bronze plaque and installation on the property.

Other Considerations/Implications

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

Due Date for Follow-up and/or Project Completion

If City Council recommends the site designation, a date for a public hearing will be set. This date will be set in accordance with the provisions in *The Heritage Property Act*.

Public Notice

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

If designation as a Municipal Heritage Property is recommended, the designation will be advertised in accordance with the provisions in *The Heritage Property Act*, which requires that the Notice of Intention to Designate be advertised at least 30 days prior to the public hearing.

Attachments

1. Location Plan
2. Heritage Evaluation Summary
3. Photographs of Subject Property

Report Approval

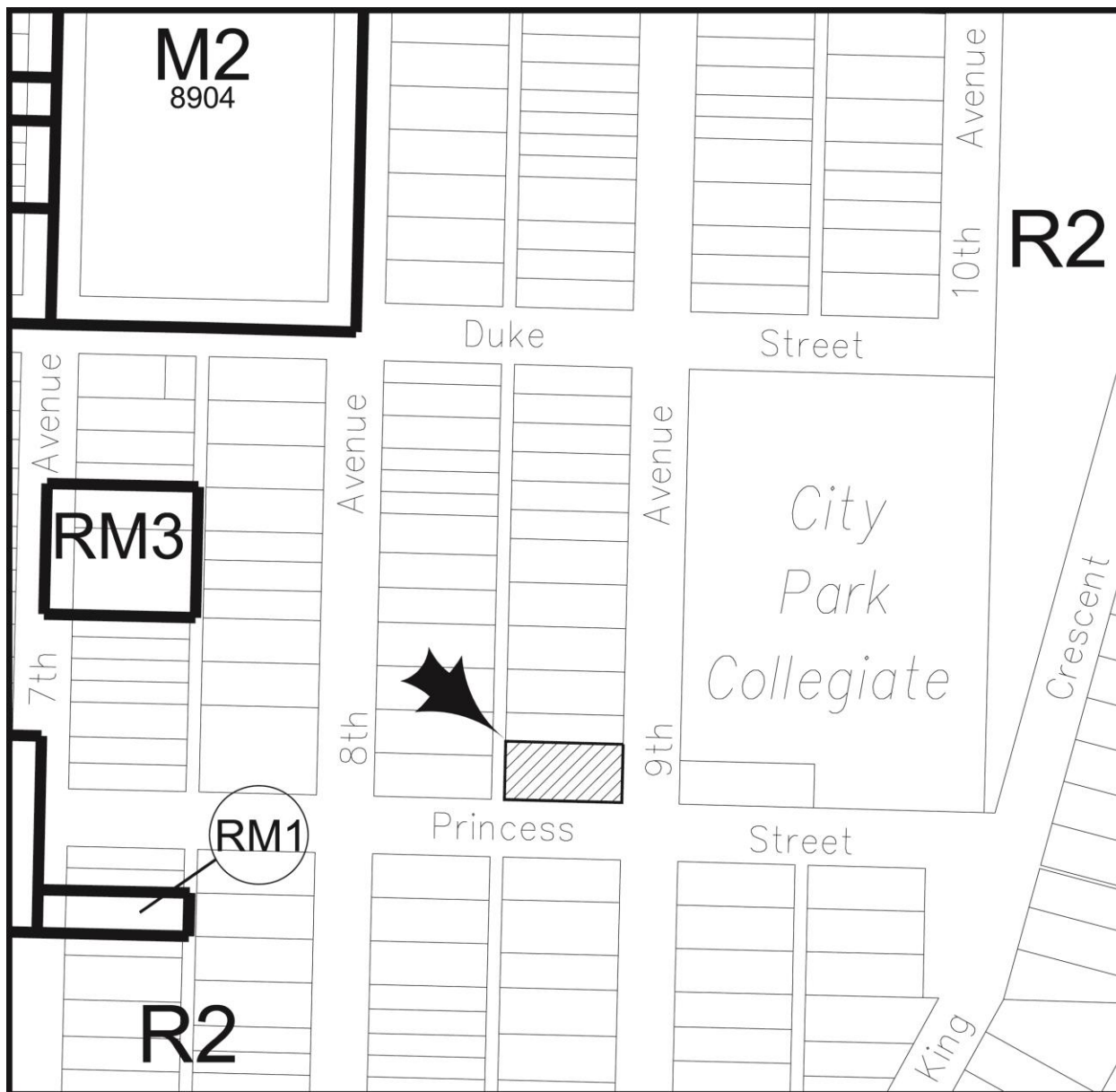
Written by: Catherine Kambeitz, Heritage and Design Coordinator, Planning and Development

Reviewed by: Alan Wallace, Director of Planning and Development

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

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Location Plan



MUNICIPAL HERITAGE PROPERTY

803 9th Avenue North



N:\Planning\MAPPING\Requests\Internal\Heritage\Heritage Site 803 9th Ave N.dwg

Heritage Evaluation Summary

Resource Name: 803 9th Avenue North

Resource Address: 803 9th Avenue North

Neighbourhood: City Park

Year Built: 1929

Use Type: Residence

Heritage Significance

Architectural Style

Tudor

Architectural Design

The property exhibits these distinct features:

- steeply pitched roof;
- projecting front-gabled extension;
- tall narrow windows with small window panes;
- grouping of windows;
- arched doorways with decorative trim;
- use of brick on the first story and stucco cladding on upper level; and
- large brick chimney with decorative chimney pots.

Construction

Material used includes dark brown/red brown bricks, stucco, concrete and stone for trim/accents. Cedar shingles and wood framed windows.

A fence, presumed to be the original, is located on the entire perimeter of the property and incorporates the same brick and stone work visible on the home.

Significant Persons/Institutions

Person: Andrew N. Boyd (Auto Dealership Owner and Prominent figure in the Knox United Church)

Person: Lorne McConnell (Neurosurgeon and Chief of Surgery at Saskatoon City Hospital; WWI Veteran - Army Medical Corps)

Integrity

All features of the Tudor architectural style have been retained. Kitchen addition on rear of property was completed in 2012 - materials used were chosen to be sympathetic to the existing architecture of the building.

Photographs of Subject Property



Source: Local History, Saskatoon Public Library. PH-96-163-4 (Created by Saskatoon Real Estate Board, 1989).



Brick Exterior with Tall Narrow Windows (2014)



Front Door with Decorative Trim (2014)



Chimney with Decorative Chimney Pots (2014)



Steeply Pitched Roof (2014)

Application for Municipal Heritage Designation and Tax Abatement Funding Under the Heritage Conservation Program – 1102 Spadina Crescent East

Recommendations

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

1. That the City Solicitor be requested to prepare and bring forward a bylaw to designate the property at 1102 Spadina Crescent East as a Municipal Heritage Property, under the provision of *The Heritage Property Act* with such designation limited to the exterior of the building;
2. That the General Manager, Community Services Department, be requested to prepare the required notices for advertising the proposed designation;
3. That \$2,500 be allocated from the Heritage Reserve Fund for supply and installation of a recognition plaque for the property;
4. That the owners of 1102 Spadina Crescent East receive a tax abatement, to a maximum of \$84,400 and a refund of the building permit fee of \$289.11, commencing in the year following satisfactory completion of the rehabilitation project; and
5. 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 agreements, under the Corporate Seal.

Topic and Purpose

The purpose of this report is to consider an application by the property owner requesting 1102 Spadina Crescent East be designated as a Municipal Heritage Property and to approve the request for funding for a project to rehabilitate the exterior of the property, under the Heritage Conservation Program.

Report Highlights

1. This property is eligible for designation as a Municipal Heritage Property. It is a one and a half-story house that exhibits typical characteristics of homes built during the boomtime period, and has been home to several prominent people, including Dr. Richard A. Wilson and Angus McGill Mowat. The property owner is undertaking a rehabilitation project to the exterior of the dwelling.

Strategic Goal

This report supports the City of Saskatoon's (City) Strategic Goal of Quality of Life. As a community, we find new and creative ways to showcase our city's built, natural, and cultural heritage.

Application for Municipal Heritage Designation and Tax Abatement Funding Under the Heritage Conservation Program – 1102 Spadina Crescent East

Background

The one and a half-story dwelling, located in City Park at 1102 Spadina Crescent East, was built in 1914. It has been home to several prominent Saskatoon citizens, including Dr. Richard A. Wilson, the Mowat Family, Rupert David Ramsey, and Issac P. Friesen (see Attachment 2).

The dwelling continues to be used as a private residence, and the owner of the property has requested designation as a Municipal Heritage Property.

Report

Municipal Heritage Designation

The Administration conducted a formal evaluation of heritage significance, and is of the opinion that the property's exterior is eligible for designation as a Municipal Heritage Property for the following reasons:

1. The dwelling was home to several prominent citizens, including Dr. Richard Wilson, the Mowat Family, Rupert David Ramsey, and Issac P. Friesen.
2. The dwelling exhibits typical characteristics of homes built during the boomtime period. The dwelling is one and a half stories with a large sunroom. The exterior of the house is stucco with wood accents.
3. The dwelling remains relatively unaltered and is on its original site. The property owner is committed to a large rehabilitation project.

The Administration is recommending that only the exterior building be designated as a Municipal Heritage Property. Once the property is designated, it is eligible for funding under the Heritage Conservation Program.

Heritage Conservation Program for Designated Municipal Heritage Properties

Financial assistance for designated Municipal Heritage Properties includes a property tax abatement of up to 50% of costs related to the restoration of architectural elements and renovations to meet building code requirements where it affects the character defining elements of the building. Additional assistance includes a refund of 50% of the building and development permit fees. Heritage home owners may also choose to receive funding as a grant, rather than tax abatement, if the application for funding is less than \$10,000.

The Heritage Conservation Program provides funding for up to 50% of costs related to restoration of the heritage elements of the property. For this project, the owner qualifies for a maximum of \$84,400, in the form of a tax abatement amortized over a ten-year period. Should the approved tax abatement be greater than the property taxes, a grant will also be issued to the property owner for the difference over the amortization period. The final amount of the tax abatement will be determined once the approved work has been completed and the associated receipts submitted.

Application for Municipal Heritage Designation and Tax Abatement Funding Under the Heritage Conservation Program – 1102 Spadina Crescent East

Based on the estimates provided by the property owner, the following elements of the project are eligible:

Roof	\$ 20,000
Exterior Finish	\$ 48,200
Windows and Frames	\$ 36,700
Foundation Repairs	\$ 46,400
Side Entrance Stair Repair	\$ 17,500
TOTAL	\$168,800
Tax Abatement Available	\$ 84,400

Options to the Recommendation

City Council has the option of not designating the site as a Municipal Heritage Property or approving the funding request.

Communication Plan

All municipal heritage properties are marked with a bronze plaque on site that describes the heritage significance of the property. If designation is approved, the property will also be added to the Heritage Registry.

Policy Implications

This proposal complies with Civic Heritage Policy No. C10-020 (Policy).

Financial Implications

The total estimated cost of the eligible expenses of this project is \$168,800 and under the Policy, the project would qualify for 50% of eligible costs. A tax abatement, to a maximum amount of \$84,400, would be amortized over a ten-year period and will begin in the year following the completion of the project.

The applicant is also eligible for a refund of \$298.11 for the building permit fees of the project.

The source of funding is the Heritage Reserve Fund. The current balance is \$199,609.06. Funding of this project will not impact the ability of the Heritage Reserve Fund to continue funding existing property tax abatements or other previously approved programs. The Heritage Reserve Fund receives an annual transfer of \$57,600.

The amount of \$2,500 from the Heritage Reserve Fund would be allocated for the fabrication of the bronze plaque and installation on the property.

Other Considerations/Implications

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

Application for Municipal Heritage Designation and Tax Abatement Funding Under the Heritage Conservation Program – 1102 Spadina Crescent East

Due Date for Follow-up and/or Project Completion

If City Council recommends the site designation, a date for a public hearing will be set. This date will be set in accordance with the provisions in *The Heritage Property Act*.

Public Notice

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

If designation as a Municipal Heritage Property is recommended, the designation will be advertised in accordance with the provisions in *The Heritage Property Act*, which requires that the Notice of Intention to Designate be advertised at least 30 days prior to the public hearing.

Attachments

1. Location Plan
2. Heritage Evaluation Summary
3. Photographs of Subject Property

Report Approval

Written by: Catherine Kambeitz, Heritage and Design Coordinator, Planning and Development Division

Reviewed by: Alan Wallace, Director of Planning and Development

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

S:\Reports\DS\2014\PDCCS – Application for Municipal Heritage Designation and Tax Abatement Funding Under the Heritage Conservation Program – 1102 Spadina Crescent East\kt

Location Plan



PROPOSED MUNICIPAL HERITAGE PROPERTY

1102 Spadina Crescent East



N:\Planning\MAPPING\Requests\Internal\Heritage\Heritage Site - 1102 Spadina Crescent East.dwg

Resource Name: 1102 Spadina Crescent East

Resource Address: 1102 Spadina Crescent East

Neighbourhood: City Park

Year Built: 1914

Use Type: Residence

Heritage Significance

Architectural Style

Vernacular with Craftsman Influences

Architectural Design

The property exhibits these features:

- Two low-pitched front-facing gables with multiple roof planes;
- Stucco wall cladding with half-timbered detailing;
- Wide, enclosed eave overhang; and
- Groupings of windows (i.e. ribbon windows) located on front and rear façade.

Construction

Material used includes stucco and wood for trim/accents. North side of the predominant roof was reshingled approximately ten years ago. Cedar shakes cover the remaining portions of the roof. Most of the wood framed windows are not considered original and were presumably replaced sometime in the 1960's.

Significant Persons/Institutions

Person: Richard A. Wilson (English Professor and Head of English Department from 1915 to 1940, University of Saskatchewan)

Person(s): Angus McGill Mowat (Head Librarian at Saskatoon Public Library from 1932 to 1937); Farley Mowat (Canadian Author – "Owls in the Family" set in Saskatoon)

Person: Rupert David Ramsey (Professor of Agriculture; Director, Extension Division, University of Saskatchewan)

Person: Issac P. Friesen (Minister in the Mennonite Church; Author; Missionary)

Integrity

Features of the original home have for the most part been retained. Windows, shingles, and stucco have been replaced/redone.

Photographs of Subject Property



Front Exterior (2014)



Back Exterior (2014)



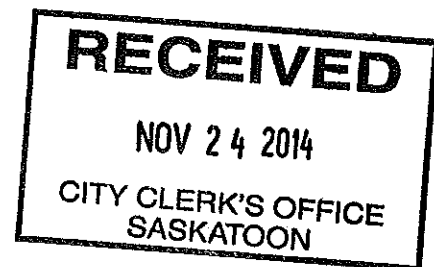
Side Entrance Stairs (2014)



Roof / Shingles (2014)

710-62

From: CityCouncilWebForm
Sent: November 24, 2014 9:14 AM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Don Greer
1124 King Cres
Saskatoon, Saskatchewan
S7K 0N8

EMAIL ADDRESS:

dwgarchitect@gmail.com

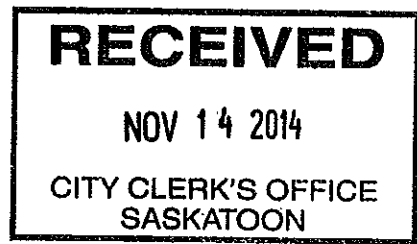
COMMENTS:

Re: Planning, Development & Community Service Committee Mtg - Monday Dec. 1, 2014

I would request permission to speak to the committee regarding the heritage designation and funding for 1102 Spadina Cres. East

Thank you.

From: CityCouncilWebForm
Sent: Friday, November 14, 2014 12:24 PM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

julee sanderson
730A-45th street
saskatoon, Saskatchewan
s7k15x1

EMAIL ADDRESS:

cupw@sasktel.net

COMMENTS:

The Canadian Union of Postal workers would like to make a presentation to city council regarding Canada Posts plan to convert to Community Mail boxes, a presentation was given before city hall in March of this year and to date there is no plan in place for the residents of Saskatoon. I would like to present facts and figures to ward councillors from a recent door to door campaign done in specific areas of the city. I will present some of the plans from other urban centers throughout Canada and answer question relating to the conversion. If permissible I would like to provide photos of the CMB's in other cities so far and finally I will ask City council to join the hundreds of other cities that have already opposed the loss of door to door delivery.

Request for Funding — 2015 International Softball Federation Men’s World Softball Championship — Special Events Policy No. C03-007

Recommendation

1. That funding in the amount of \$100,000 be approved for the Saskatoon Amateur Softball Association Inc., under the Special Event Sport Category, for the 2015 International Softball Federation Men’s World Softball Championship;
2. That funding in the amount of \$90,000 be approved for release on March 1, 2015, to allow Saskatoon Amateur Softball Association Inc. to complete legacy components in preparation for hosting this event; and
3. That the remaining \$10,000 be released upon completion of the event and submission of a post-event evaluation report, including audited financial statements.

Topic and Purpose

The purpose of this report is to seek approval of grant funding for the 2015 International Softball Federation Men’s World Softball Championship, being hosted by Saskatoon Amateur Softball Association Inc. (SASA).

Report Highlights

1. The 2015 International Softball Federation Men’s World Softball Championship will take place at Bob Van Impe Stadium at Gordon Howe Park from June 26 to July 5, 2015.
2. The Administration has reviewed the event Business Plan and has concluded the plan meets all the eligibility criteria for funding.
3. SASA has requested that grant funding be advanced to complete upgrades to the Bob Van Impe Stadium prior to the event taking place.

Strategic Goal

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

Background

On February 10, 2014, the Administration received a Business Plan submission from SASA (see Attachment 1) requesting funding in the amount of \$100,000 for the 2015 International Softball Federation Men’s World Softball Championship. On September 15, 2014, the Administration received a final version of the Business Plan submission for this event. On October 20, 2014, the Administration met with SASA to confirm the legacy component and other sources of funding for this event.

Report

2015 International Softball Federation Men’s World Softball Championship

The 2015 International Softball Federation Men’s World Softball Championship will bring together the top male softball athletes in the world. An estimated 352 athletes and coaches will be participating in this ten-day event from June 26 to July 5, 2015. This event will garner media coverage as it is a world championship event.

Event Business Plan

The Administration has reviewed the event Business Plan submitted by SASA and has concluded that the key eligibility criteria have been met as follows:

- minimum \$100,000 operating budget;
- legacy component identified with a value of a minimum of \$10,000;
- significant economic impact to the city; and
- strong event management and organizational structure.

Attachment 2 provides a summary of event highlights taken from the Business Plan submission, which includes a detailed listing of the facility upgrades and renovations identified as this event’s legacy component.

Release of Grant Funding

SASA has requested that \$90,000 of the total \$100,000 grant request be released to them on March 1, 2015, to assist with expenses being incurred prior to the event taking place. These expenses relate to the legacy components identified for this event and the need for them to be completed prior to the event taking place.

Subject to the Administration’s review, the remaining \$10,000 would be paid upon SASA’s submission of a post-event evaluation report, including audited financial statements for the event.

Options to the Recommendation

The options that may be considered are:

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

Public and/or Stakeholder Involvement

On February 10, 2014, the Administration received a draft Business Plan submission from SASA requesting funding in the amount of \$100,000 for the 2015 International Softball Federation Men’s World Softball Championship. A final Business Plan submission was received in September 2014, with a further follow up meeting with SASA taking place in October 2014.

Communication Plan

The Administration will inform SASA of the Planning, Development and Community Services (PDCS) Committee's decision regarding the outcome of the recommendations outlined in this report.

Financial Implications

As of November 1, 2014, the Special Event Reserve had an uncommitted balance of \$881,139, which was comprised of \$440,000 in the Special Event category and \$441,139 in the Profile Saskatoon Event category. Attachment 3 outlines the funding and expenditures for the Special Event Reserve for 2015.

Other Considerations/Implications

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

Due Date for Follow-up and/or Project Completion

A post-event evaluation report, including audited financial statements, is to be submitted by SASA to the Administration within 90 days of event completion (submission by October 5, 2015).

Public Notice

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

Attachments

1. 2015 International Softball Federation Men's World Softball Championship
2. Event Business Plan Highlights
3. Projected 2015 Special Event Reserve Funding and Expenditures

Report Approval

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

S/Reports/RS/2014/PDCS – Request for Funding – 2015 International Softball Federations Mens World Softball Championship –
Special Events Policy No. C03-007/ks

**2015 International Softball Federation Men's World
Softball Championship**

**Attention:
Loretta Odorico
Facility Supervisor
Customer Service
Recreation and Sport Division
City of Saskatoon
222-3rd Avenue South
Saskatoon Saskatchewan
Canada S7K OJ5**

Event Hosting Application:

**International Softball Federation Men's
World Softball Championship
June 26th – July 5th 2015
Saskatoon Saskatchewan Canada**

**Host Association:
Saskatoon Amateur Softball Association Inc.
PO Box 30032 Westview
1624 33rd Street West
Saskatoon Saskatchewan
Canada S7L OX3**

**Incorporation Name:
Saskatoon Amateur Softball Association Inc
Incorporation # 290173**

www.saskatoonamateursoftball.com

Event Business Plan

2015 International Softball Federation Men's World Softball Championship

EXECUTIVE SUMMARY

Mission Statement

The mission statement of the Saskatoon Amateur Softball Association (OC) is to promote and develop softball at all levels, by providing leadership, programs and services to meet the needs of all participants and at all levels. This will be achieved by hosting the 2015 International Softball Federation Men's World Softball Championship in Saskatoon Saskatchewan. The event will provide exciting & fast paced game action for spectators of all ages. The event will inspire residents of all ages to take up the sport and encourage kids & adults to increase their athletic ability in the sport of Softball to one day play at an International level. The 2015 ISF Men's World Championship event will enhance the profile the City of Saskatoon & the province of Saskatchewan as a destination place to take in an International Sports event.

The Host Association the Saskatoon Amateur Softball Association collaborates with Softball Canada the National Softball Organization promoting the Men's softball category and provides our Men's National Team with the opportunity to play an event of this calibre at home, and to continue to foster Softball Canada's international reputation.

The ISF World Men's Softball Championship Organizing Committee endeavours to host a world class event that will highlight the sport of softball, the city of Saskatoon, the province of Saskatchewan and the country of Canada. We hope this event will result in an increase in sport participation across the country by showing our youth what is possible to achieve if they put in the time and effort, as well as how they can participate in world events across the globe as well as in their home country.

Operational Strategies

The Host of the 2015 International Softball Federation Men's World Softball Championship the Saskatoon Amateur Softball Association is one of the largest and active Softball Organizations in North America. The SASA presently has 49 Adult Softball Teams registered and over the past 20 years has hosted 4 International , 9 National & 5 Western Canadian Softball Championships.

Saskatoon is home to one of the best Softball Facilities in North America with Bob Van Impe Stadium seating 6,500 .Gordie Howe Park 3,000 & 6 diamonds at Glen Reeve Fields located right next to the main two Softball Complexes. The 8 listed Diamonds are all at International standards which provide many options at hosting International & National events

The Organizing Committee is a group of volunteers with extensive experience in hosting events at this level and is very confident is has the necessary assets in place to once again host a very successful International event.

Saskatoon is well known for its volunteer base from past events and look forward to bringing on 450 Volunteers to ensure the event is a success. The City of Saskatoon, the Province of Saskatchewan and the Corporate Community have provided a large backing of the International event.

The key individuals on the Organizing Committee have a strong background in the sport of softball at the local, national and international level in both the technical and administrative aspects. All members of the Organizing Committee and its volunteers are fully committed to the success of the event and the required hours that it will take in the planning stage, as well as during the competition.

Saskatoon Amateur Softball Association Inc.- Executive Listing

President - Bryan Kosteroski

1st Vice President – Brooks Penrod

2nd Vice President –Lawrence Beatty

Finance - Lisa Down

Registrant – Greg Nichol

Communications: Mark Loehndorf

Marketing – Dave McCullough

Secretary – Vanessa Kosteroski

Obligations with the International Sport Federation

The Saskatoon Amateur Softball Association has recently completed and signed an World Championship Agreement with the International Softball Federation. The Agreement outlines the details in hosting the 2015 ISF Men's World Softball Championship and provides a clear and detailed overview of the commitments by all parties.

Overview of the Hosting Agreement:

The Host the Saskatoon Amateur Softball Association agree to the following financial obligations to the International Softball Federation

- Hosting Fee of \$ 20,000 American Funds to the International Softball Federation
- Provide a flat minimum guarantee to all participating Countries National Team of \$15,000 American Funds payable 30 days prior to event start date
- Provide transportation to all Countries National teams from Host Airport on arrival, daily transport to event facilities, and return trip to Host Airport upon departure.
- Upon arrival to Saskatoon, provide International Softball Federation Umpires Accommodations, daily transport to event facilities and a daily per Diem of \$ 50 American Funds
- Upon arrival to Saskatoon, provide International Softball Federation Staff & Officers Accommodations, daily transport to event facilities and a daily per Diem of \$ 50 American Funds
- Sanction Fee of \$7,500 Canadian Funds or 5% of the Admissions Gate ,the value is determined on whichever is higher .The Sanction Fee is payable to Softball Canada
- Provide on-site facilities for the purpose of conducting doping control tests in accordance with the policies established by the International Softball Federation and the Government of Canada doping control Agency
- Provide on-site Medical Services for the Athletes, Attendees and Volunteers
- Provide Security throughout the event

Management and Economic Impact

The Organizing Committee and the Host Softball Association, the Saskatoon Amateur Softball Association faces a significant economic risk in hosting this International Sporting Event .The Budgeted forecasts of an overall Budget of Expenses listed at \$1,219,000 provides the need of support at all levels from Corporate, City, and Provincial & Federal support. The projected Revenue of \$1,225,000 provides a Budgeted surplus of \$6,000 CDN Dollars

The Organizing Committee and its Marketing team are very confident that support will be provided at all levels to ensure the International Sporting Event is a success and Canada once again hosts a successful International Event. Marketing activities and funding submissions at all levels are presently in submission process with applications being submitted in January / February 2014.The Organizing Committee is very confident of its past success in accomplishing the funding, Sponsorship and In-Kind Commitments to again host an International Event in Saskatoon Saskatchewan

Hosting International Sport Events

The 2015 International Softball Federation Men's Softball Championship would rank as an International Single Sport Event and be classified as a Men's World Championship. The Championship will bring together the top male softball athletes in the world, and continue to build Canada's reputation as a world-class hosting destination.

Economic benefits to Saskatoon and the Province of Saskatchewan is projected at \$6,243,728 as illustrated within the completed Saskatoon Sports Tourism Assessment Model Summary report that was completed in the fall of 2013. The 2015 ISF Men's World Softball Championship will host 352 Athletes & Coaches, 450 Volunteers & an Organizing Committee of 12 Directors & 26 Category Managers. Expected Attendance figures over the 10 days of competition is well over 100,000 people walking through the gates throughout the event. The listed numbers provide an overview of the success the Sport of Softball has accomplished over the years to draw the impact listed previously

The 2015 International Softball Federation Men's World Softball Championship will provide extensive Media Coverage to Media outlets around the World and more importantly to Softball Federations Media Programming from all members of the International Softball Federation. The Organizing Committee will be very active on Face book, Twitter and Instagram ensuring we reach all potential guests around the world. Television, Newspapers & Radio will provide event updates across the World daily and most importantly provide the appeal of a Canadian Team playing in a World Championship on Canadian Soil will have a huge impact of coverage. This coverage will go a long way to promoting pride in Canadian Sport and pride of our athletes at all levels

The Host Organization the Saskatoon Amateur Softball Association has a long standing and very positive relationship with the Saskatoon Minor Softball League and it's 245 teams ranging from 6 year olds to 16 year olds in both the Male & Female categories. The 2015 World Championship event will host a Coaches Clinic for young Coaches throughout the Province of Saskatchewan and will also host an Umpires Clinic during the event for all age classes and levels. The mentioned events help grow the future of the Sport and also long term Coach, Player & Umpire development. Also prior to the event the Saskatoon Minor Softball League will recruit 16 young male softball players to be batboys during the International event. The experience for these young 16 athletes will be remembered for years. The Minor Softball Organization will also provide another 16 young male athletes to be flag bearers for the Opening Ceremonies. Overall the youth of the game will be provided opportunities to be involved in a International Event.

The Volunteer recruitment and training will be coordinated by the Volunteers Director along with 2 Managers to ensure all needs are met by the Organizing Committee and the expected 250 Volunteers. The Volunteers Director & Management Staff will heavily recruit Game Announcers in both official Languages and also provide a Team Liason from the community who is able to speak the language of that particular Nation. The unique culture of Canada and of Saskatchewan will be highlighted by the Organizing Committee at the Opening & Closing Ceremonies and also at Special Events throughout the 10 days.

The 2015 International Softball Federation Men's World Softball Championship is a great opportunity to engage the community, the Province and the entire country in the sport of softball as well as the power of sport itself. It will showcase Canada as a prime sport destination, and will highlight Saskatchewan as a vacation destination for visitors from Canada and across the World. This event will again provide an great impact for Canada and position Canada well within the International Softball Federation member Nations from across the World

COMPONENTS OF THE BUSINESS PLAN

Event Description

The 2015 International Softball Federation Men's World Softball Championship will be hosted in Saskatoon Saskatchewan. The International event will be held from Friday, June 26th To Sunday, July 5th 2015

The event competition will be played at Bob Van Impe Stadium that has a seating capacity of 6,500 spectators and also at Gordie Howe Park with a seating capacity of 3,000 spectators. The two facilities are World Class ranked and provide an excellent venue for an International Softball Event. The facilities have up to date concessions onsite and also dressing rooms for the teams and Umpires. Office Space will also be available to the representatives of the International Softball Federation representative contingent. Each location has the Wireless Internet capabilities and live video streaming will be provided for each game throughout the event from both diamond locations.

Another asset to the Organizing Committee is the Softball Complex located adjacent to the main facilities; Glen Reeve Fields has 6 National ranked diamonds that will provide for pre-game warm-ups and practice times prior and during the events.

During the event the Organizing Committee will arrange for a variety of Food Vendors at the Facilities which will provide for an assortment of Canadian Food products during the event .A full scale Media Centre will be available at Bob Van Impe Stadium for Media events, Press Conference and also interview locations. The Media Centre will have full access to the Internet World and also have the capacities for Television Interviews.

Overall with its rich history of Hosting International & National events, the World Class facilities and the experience that the Organizing Committee has accumulated over the years Saskatoon is well positioned to provide an excellent experience to the International Softball World .

Governance and Management Structures

The Organizing Committee and the Host Association the Saskatoon Amateur Softball Association has developed a very detailed and experienced team of Directors & Managers to oversee the Governance and Management Structure.

2015 ISF Men's World Softball Championship – Organizing Committee

Director Listing – 12

Chair Person	Kosteroski	Bryan
Co-Chair/Volunteer	Down	Lisa
Games Control-Stats	Beatty	Lawrence
Communications Officer	Loehndorf	Mark
Finance Director	Britz	Drew
Transportation	Calambos	Cal
Facilities	Ball	Brent
Accommodation	Penrod	Brooks
Foodservices	Zablocki	Scott
Protocol	Ryan	Bobbi
Marketing	McCullough	David
Events	Kosteroski	Vanessa

The listed Directors will have a compliment of Mangers within their category to extend the Management Structure and provide a greater outreach within each Category

Structure Listing – Managers -26 Positions

Chair Services Category		
Director	Chairperson	Bryan Kosteroski
Manager	Operations	
Volunteer Category		
Director	Co-Chair/Volunteer	Lisa Down
Manager	Event Volunteer	
Manager	Official Volunteer	
Games Control -Stats Category		
Director	Games Control	Lawrence Beatty
Manager	Game Stats	
Manager	Games Streaming/Website	
Communications Category		
Director	Communications Officer	Mark Loehndorf
Manager	Website / Video Streaming	
Manager	Facebook/Twitter/Instagram Program	
Finance / Sales Category		
Director	Finance Director	Drew Britz

Manager	Finance Sales Admissions	
Manager	Finance Sales Foodservices	
Manager	Accounting Services	
Transportation Category		
Director	Transportation	Cal Galambos
Manager	Teams / Officials	
Manager	Umpires	
Facilities Category		
Director	Facilities	Brent Ball
Manager	Grounds	
Manager	Parking /Logistics	
Accomodations Category		
Director	Accommodation	Brooks Penrod
Manager	Teams / Officials	
Manager	Umpires	
Foodservices Category		
Director	Foodservices	Scott Zablocki
Manager	Liquor/Spirits	
Manager	Concessions /Vendors	
Protocol Category		
Director	Protocol	Bobbi Ryan
Manager	Ceremonies	
Manager	Officials Gov't/Municipal/ISF	
Marketing Category		
Director	Marketing	Dave McCullough
Manager	Sponsorship Corporate	
Manager	Sponsorship Corporate	
Manager	Sponsorship Crowns	
Manager	Sponsor Correspondence	
Events Category		
Director	Events	Vanessa Kosteroski
Manager	Event Banquets /Special Events	
Manager	Event Sponsorship Banquets	

The listed 26 Manager positions will be announced in March of 2014 which brings to a total of 12 Directors , 26 Managers and 450 Volunteers to oversee the operations of the 2015 International Softball Federation Men's World Softball Championship .

The Organizing Committee will also be developing 2 staffing positions,

Event Operations Manager: to oversee the daily operations of the Office activities' commencing February 1st – August 1st 2015 – This position will oversee the governance

requirements and communications with the International Softball Federation and participating Countries to ensure all required entry into Canada is provided and managed throughout the process of entry and departing Canada . Ensure all compliances and governance are met with International Softball Bodies and Government inquiries from across the world.

Event Liaison: to assist within the daily operations of the Office activities commencing May 1st – August 1st 2015 – This position will work within the daily office operations providing front line communications to any inquires relating to the International Event.
Finalized Terms of Reference will be completed in fall of 2014 at which time a confirmed staffing plan will be finalized and implemented

Financial Management

Financial management of the International Event will be overseen by the Organizing Committee Director of Finance along with 3 select Managers to oversee the overall Finance Operations. Daily Income & Expense reports will be provided to the Organizing Committee with day-to-day responsibilities for procurement and updates handled through the Chairperson of the OC, and proper controls in place at all times.

At the conclusion of the event an Auditor's report will be completed by a third party Accounting Firm and the following will be presented to the Organizing Committee within 90 days of the completion of the event

Financial Statements

- Statement of Financial Position
- Statement of Operations & Changes in Net Assets
- Actual Cash Flow Budget

Notes to the Financial Statements

The following Schedules will be supported

- Schedule of Commission Revenues
- Schedule of Venue Revenues
- Schedule of Expenses

Administration & Human Resources Management

The 2015 International Softball Federation Men's World Softball Championship event operations will be overseen by the Organizing Committee with 12 Directors and 26 Managers. The Directors are named and have been in operations to finalize the 26 Managers required within the Management Structure.

The Organizing Committee will open an office February 1st 2015 with an experienced Events Operations Manager to ensure all Governance requirements are met and all participating Countries needs are met in a professional manner. An Event Liaison will be in position May 1st, this position will work within the daily office operations providing front line communications to any inquires relating to the International Event

Ticket Sales will commence November 25th 2014 with direct online purchasing available on the new constructed Event Website that will be operational June 1st 2014.

The Organizing Committee will be provided by third party provider, with the Insurance Liability coverage that is outlined within the International Softball Federation Technical Code document

Competition and Venues Management

The Organizing Committee and the Host Association will oversee the daily operations of Field Maintenance , Security, Communications and proper standards are maintained and in direct correspondence with a representative of the ISF who will ensure the Technical Code as established by the ISF members is followed.

Signage of all Federal, Provincial and Municipal funding partners and private sponsors will be clearly visible within the venue. All protocol including that of the Municipal, Provincial and Federal Government and the ISF will be followed in the Opening Ceremonies, including bilingual services throughout the event.

Medical services will be available on site as contracted by the Organizing Committee, and St Paul's Hospital is only a 10-minute drive from the competition venue. Doping control will be contracted and available on site by the Organizing Committee in accordance within the Technical Code of the International Softball Federation.

Public security will be available throughout the venue, with volunteer security attendees placed along the perimeter of both competition fields, as well as at each dugout and at the entrance of the venue.

Operations

The participating Countries with their players & Officials will be housed at pre-designated hotels in Saskatoon, as determined by the Organizing Committee and in direct consultations with the representative from each participating Country. Direct Transportation services will also be provided from each designated Hotel to the venue location. There will be an illustrated Transportation Schedule provided to all teams to ensure traffic means are established.

Officials and Dignitaries will be housed at another pre-designated hotel in Saskatoon and will also be provided transportation daily to the event venue and return to hotel throughout the event.

All pre-designated hotels are within walking distances of restaurants, banking services and shopping and are within a 35 minute commute to the event venue

For international travel, flight options will be provided to those countries participating.

Saskatoon John G Diefenbaker International Airport has an abundance of airlines that offer service from major International & National Airports

Technology and Broadcasting

The 2015 International Softball Federation Men's World Softball Championship will have an official website, which will be operational June 1st 2014 and will provide an access to information. The launch of the Website will correspond with the Official Press Conference which will be held on Wednesday, June 4th 2014 to announce the International Softball Federation World Championship and also details of the new Website, ticket information. Also

this time a new Facebook page will be released along with Twitter Accounts and Instagram messaging activities. A direct Electronic Press Release will be forwarded to the Communications Manager of the International Softball Federation along with the Communications Manager of Softball Canada .The mentioned Communications Mangers will forward the electronic correspondence to Softball Organizations around the World and also into the mainstream Sports World. Also on June 4th direct messaging from Twitter Account s will commence as well as the new Facebook page.

The website will be updated daily as new information becomes available and during the event the website will host two live streaming of games at Bob Van Impe Stadium & Gordie Howe Park, complete game listings and complete game scores with full statistics will be available within 30 minutes of the completed game.

Communication & Promotion

The Organizing Committee will send out daily press releases via electrically and in paper form at both venues as the general public and media will be kept up to date with event information. All release will also be listed within the Press Release Category of the event Website. All correspondence will also be forwarded to the Communications Manager of the International Softball Federation and Softball Canada.

The June 4th 2014 Press Conference at Bob Van Impe Stadium will unveil the Official Event Logo , Website address , Twitter & Facebook Accounts .The event will launch promotions which will include contests on the local radio stations, advertisements in the newspaper, development of event merchandise and use of social media to generate excitement in the community. The Government of Canada recognition will be included in all printed material, including the event letterhead, posters and website including any signage that is visible or erected at the Championship venue as per protocol requirements.

Sponsorship & Marketing

A sponsorship package has been developed and Sponsorship activities will be coordinated within the Organizing Committee Marketing Manager and his team of Marketing Managers. A full Sponsorship Marketing Strategy has been developed and will be implemented February 1st of 2014. There will be various sponsorship options available to corporate sponsors, including both cash and value-in-kind options.

Sponsors will be recognized throughout the various marketing efforts, including posters in the community, signage at the venue, in printed materials, on the official website and on social media accounts.

Television Broadcasting rights are under the Jurisdiction of the International Softball Federation and all activities leading to live broadcasting of games or the World Championship final will be in collaboration with the Organizing Committee .

Tickets and Merchandise

The Organizing Committee will develop a series of Ticket Packages that will be announced and available at the June 4th 2014 Press Conference .The ticket Packages will list a full Event Pass for a games throughout the event and also Playoff Weekend Packages. Individual Game Tickets

will go on Sale the morning of June 26th 2015. All Ticket Passes will be made available online with the official launch of the event website on June 4th 2014. During the event the general public will have available daily and evening passes

The Organizing Committee has confirmed that all Official Clothing for the 2015 International Softball Federation Men's World Softball Championship will be developed and coordinated by Al Anderson Source for Sports in Saskatoon Saskatchewan. All clothing will be viewable and available for purchase on the event website and also throughout the event at the Official Source for Sports Clothing tent that will be located at Bob Van Impe Stadium .

Opening / Closing Ceremonies

The Organizing Committee, Director of Protocol will oversee the development and implementation of the opening & closing ceremonies. The Opening Ceremonies will feature cultural performances, an athlete's parade and welcoming speeches. The closing ceremonies will include recognition of the medal recipients and trophy presentations. Dignitaries will be requested to be in attendance at both ceremonies. A direct communication plan with all levels of VIP's & dignitaries will be developed and implemented

There will be specific VIP seating sections made available for each competition field, as well as a VIP section in the food services area and VIP office space. VIPs will be included in the Opening and Closing Ceremonies, with official introductions and an invitation to speak to the participants and spectators.

VIP privileges will be provided to Federal, Provincial & Municipal Government Representatives, as well as Corporate Sponsors and the Softball Governing Bodies – Internationally and nationally as outlined in the agreements with each governing body

Event Legacy Plan

The host Association, the Saskatoon Amateur Softball Association will be undertaking facility renovations throughout the 2 mentioned complexes. The upgrades will cost approximately \$75,000 and will provide a benefit to the event participants but also a benefit to all Softball players of all ages for years to come. Additional Legacy activities will also be directed to the Saskatoon Minor Softball League and the Saskatoon Umpires Association .The upgrades will be completed prior to the event and any surplus Budget dollars at the conclusion of the event will be disbursed into a Legacy Fund Program.

At the conclusion of the 2009 ISF Men's World Softball Championship a Legacy Fund was established and funds were disbursed to programs that provided support in personal development of young athletes within the Minor Softball Leagues. Another priority was the added support to the young officials in providing added mentorship possibilities within their personal growth as an official.

Visibility for the City of Saskatoon

The City of Saskatoon will be highlighted at the event venue through signage and PA announcements during games. In addition, the City of Saskatoon support will be highlighted on the official website, in the event program and in promotional/advertising activities in support of the event. Representatives will request to be present at the opening ceremonies and be part of the Guest Speaker program.

The host Committee will also provide the City of Saskatoon full page advertising within the 2015 ISF Fan Guide that will be circulated with City wide Distribution as an insert within the Saskatoon Star Phoenix newspaper. The Fan Guide will be inserted in to Saturday, June 20th 2015 Star Phoenix that is distributed in Saskatoon and throughout select locations across Saskatchewan. The 60 page Fan Guide will also be forwarded out electronically and listed within the event Website

Official Languages

The Organizing committee will ensure that the Government's official languages policy is adhered to in the operation of this event. This will include the website, on-site announcements and related printed material.

Official Funding Request

The Organizing Committee of the 2015 International Softball Federation Men's World Softball Championship & the Host Softball Organization the Saskatoon Amateur Softball Association is requesting the support of City of Saskatoon with a cash commitment of \$100,000 . The request provides estimates of timelines for funds to be allotted with a March 2015 allotment of \$90,000 and July 2015 allotment of \$10,000 as. This request is due to the commitments and dollar requirements at the specified timelines.

Please be advised that similar funding applications have been submitted to Canadian Heritage Sport Canada Program for a sum of \$200,000 with specified timelines for payables.

Please be advised that similar funding applications have been submitted to Province of Saskatchewan for a sum of \$200,000. The requested payables requested are September 2014 allotment of \$50,000 and May 2015 another allotment of \$150,000.

Please note the listed funding cash values and requested dates are listed within the Revenue & Expense summary document that is attached detailed Financial Budget Summary



2015 ISF World Men's Softball Championship - Saskatoon Sports Tourism Economic Assessment Model Summary

Initial Expenditure

The 2015 ISF World Men's Softball Championship would produce an Initial Expenditure of \$2,965,477. This amount is the sum total of all expenditures made by tourists, being that it is new money, the Initial Expenditure indicates the magnitude of spending in Saskatchewan and its regions.

Gross Domestic Product

Gross Domestic Product (GDP) of this event is an estimated \$2,953,658. The GDP is the *net economic impact* the event has on the community. It represents the profit generated from the initial expenditure as described above.

Wages & Salaries

Wages & Salaries for the 2015 ISF World Men's Softball Championship would be approximately \$1,679,896. This amount is an estimate of the incremental wages and salaries earned as the initial expenditure works through the economy.

Employment (Jobs)

The above stated salaries can also be translated into the number of jobs that can be supported by the 2015 ISF World Men's Softball Championship. It is estimated that the event will support 47.0 jobs, with 40.2 in Saskatoon and 6.8 throughout the rest of the province.

Taxes

Taxes collected for the 2015 ISF World Men's Softball Championship are an estimated \$1,201,086. This amount refers to the total tax revenue supported by the initial expenditures of the event.

Industry Output

Industry Output or total economic activity is anticipated at \$6,243,728. This amount is the total of all direct, indirect and induced impacts on all goods and services produced within Saskatchewan's economy. This number appears higher than GDP because, in addition to all outputs, it includes the cost of purchased inputs in the intermediate production phase.

Table #A - Economic Impact Summary - Combined Total: Saskatchewan
(Dollars)

	Total Saskatchewan	Local Area Saskatoon	Rest of Saskatchewan
Initial Expenditure	\$2,965,477	\$2,965,477	\$0
Gross Domestic Product			
Direct Impact	\$1,067,711	\$1,067,711	\$0
Indirect Impact	\$1,236,046	\$562,937	\$673,110
Induced Impact	\$649,901	\$328,869	\$321,031
Total Impact	\$2,953,658	\$1,959,517	\$994,141
Wages & Salaries			
Direct Impact	\$696,873	\$696,873	\$0
Indirect Impact	\$636,181	\$384,227	\$251,954
Induced Impact	\$346,842	\$188,229	\$158,612
Total Impact	\$1,679,896	\$1,269,330	\$410,566
Employment (Full-year jobs)			
Direct Impact	28.3	28.3	-
Indirect Impact	12.0	7.3	4.7
Induced Impact	6.7	4.6	2.1
Total Impact	47.0	40.2	6.8
Direct Taxes			
Federal	\$254,041	\$254,041	\$0
Provincial	\$262,327	\$262,327	\$0
Municipal	\$136,476	\$136,476	\$0
Total	\$652,844	\$652,844	\$0
Total Taxes			
Federal	\$520,281	\$400,445	\$119,836
Provincial	\$484,314	\$383,657	\$100,657
Municipal	\$205,490	\$173,016	\$32,474
Total	\$1,210,086	\$957,118	\$252,967
Industry Output			
Direct & Indirect	\$4,842,018	\$3,782,565	\$1,059,453
Induced Impact	\$1,401,709	\$710,745	\$690,964
Total Impact	\$6,243,728	\$4,493,310	\$1,750,418

ATTACHMENTS TO THE BUSINESS PLAN

Please see attached Budget for the 2015 International Softball Federation Men's World Softball Championship

2015 ISF Men's World Softball Championship
Chairperson – Bryan Kosteroski
Office 306 975 6851
Cellular 306 229 8986
kosteroskib@agcouncil.ca
PO Box 30032 Westview
Saskatoon Saskatchewan
Canada S7L OX3

2015 ISF Men's World Softball Championship
Vice -Chairperson – Lisa Down
Office 306 655 9921
Cellular 306 221 9081
kosteroskib@agcouncil.ca
PO Box 30032 Westview
Saskatoon Saskatchewan
Canada S7L OX3

Saskatoon Amateur Softball Association Inc
PO Box 30032 Westview
Saskatoon Saskatchewan
Canada S7L OX3
www.saskatoonamateursoftball.com



Budget Overview

Event : International Softball Federation World Men's Softball Championship

Date: June 26th - July 5th 2015

Location: Saskatoon Saskatchewan Canada

Host:Saskatoon Amateur Softball Association Inc.

Statement of Revenue

	Budget	Budget
Gate Receipts		
Championship Pass Ticket Sales	100,000	
Championship Playoff Ticket Sales	50,000	
Daily Ticket Sales	100,000	
Championship Pass -Tickets in Kind	50,000	
Total Gate Receipts		300,000
Venue Sales		
Concession Contract Commissions	12,500	
Beer Garden Contract Commissions	70,000	
Sovenier Program Contract Commissions	2,500	
50/50 Sales	15,000	
Total Venue Sales		100,000
Sponsorship Revenue		
Sponsorship Revenue - Cash	125,000	
Sponsorship Revenue- Inkind	200,000	
Total Sponsorship Revenue		325,000
Grant Revenue		
Government of Canada - Heritage Canada	200,000	
Government of Saskatchewan -Tourism Ministry	200,000	
City of Saskatoon - Municipal	100,000	
Total Grant Revenue		500,000
Total Revenue	1,225,000	
Total Revenue		1,225,000

Budget Overview**Event : International Softball Federation World Men's Softball Championship****Date: June 26th - July 5th 2015****Location: Saskatoon Saskatchewan Canada****Host:Saskatoon Amateur Softball Association Inc.****Statement of Income & Expense**

	Budget	Budget
Revenue		
Gate Sales	300,000	
Venue Sales	100,000	
Sponsorship Cash	125,000	
Sponsorship Inkind	200,000	
Grant Federal	200,000	
Grant Provincial	200,000	
Grant Municipal	100,000	
Total Revenue		1,225,000
Expense		
Operations & Administrative Expenses		
Ground & Park Facilities	115,000	
Administrative Expenses	170,000	
Volunteer Expenses	50,000	
Host Committee Expenses	25,000	
Team & Official Accomodation Expenses	360,000	
Team & Official Transportation Expenses	60,000	
Total Operations & Administrative Expenses		780,000
General Expenses		
Marketing Expenses	160,000	
Ceremonies & Special Events	25,000	
Protocal & Hospitality Expense	62,500	
Sponsorship Expenses	65,000	
Host Fee & Revenue Sharing Expense	39,000	
Finance Expense	87,500	
Total General Expenses		439,000
Total Expenses		1,219,000
Net Income (Loss)		6,000

Budget Overview

Event : International Softball Federation World Men's Softball Championship

Date: June 26th - July 5th 2015

Location: Saskatoon Saskatchewan Canada

Host:Saskatoon Amateur Softball Association Inc.

Statement of Expense

	Budget	Budget
Grounds & Facilities Expense Category		
Ball Diamond Rental -Bob Van Impe Stadium	20,000	
Ball Diamond Rental -Gordie Howe Park	12,500	
Ball Diamonds Rentals-Glen Reeve Fields	12,500	
Field Maintenance & Equipment Rentals	18,000	
Garbage Disposal	7,500	
Facilities Cleaning Contract Expense	7,500	
Facilities Security Contract Expense	6,000	
Facilities Fencing Expense	10,000	
Facilities Pest Control Expense	1,000	
Facilities Repairs & Mainrenance Expense	10,000	
Facilities Signage Expense	5,000	
Facilities Consumables Expense	5,000	
Total Grounds & Park Facilities Expense		115,000

Administrative Expense Category		
Staff -Events Operations Manager	33,000	
Staff -Office Coomunications Liason	15,000	
Staff - Vehicle Allowance	3,000	
Staff - Cell Expense	2,400	
Office -Rental	23,500	
Office-Insurance	1,600	
Office -Internet / Telephone / Cell	4,400	
Office Equipment Purchases & Leases	7,400	
Office Photocopying	1,200	
Office Stationary & Postage	2,000	
Event Accredidation	5,000	
Event Internet	3,000	
Event Medical Services Contract	5,000	
Event Medical Supplies Contract	2,500	
Event Photographer Contract	2,000	
Event-Souvenir Centre	2,500	
Event -Insurance	2,500	
Admissions -Championship Ticket Pass Printing	2,000	
Admissions- Championship Playoff Pass Printing	1,000	
Admissions -Daily Ticket Printing	2,000	

Admissions -Sponsorship Pass Ticket Printing	1,000
Admissions- Signage	1,000
Competition - Printing Expense	2,000
Competition - Softball Expense	10,000
Competition -Photocopying Expense	1,000
Competition -Signage	2,000
ISF Officials Honorariums	10,000
ISF Officials Event Kits	3,500
ISF Umpires Honorariums	15,000
ISF Umpires Event Kits	3,500
Total Administrative Expense Category	170,000

Volunteer Expense Category	
Volunteer -Handbook Printing	4,500
Volunteer -Event Commerative Pin	2,500
Volunteer- Clothing Attire	15,000
Volunteer -Centre Facility	8,000
Volunteer-Centre Facility Consumables	10,000
Volunteer-Event Pass Printing	2,500
Volunteer -Event Kit	7,500
Total Volunteer Expense Category	50,000

Host Committee Expense Category	
Host Committee Communications	7,500
Host Committee Director Kits	2,500
Host Committee Manager Kits	5,000
Host Committee Attire	5,000
Host Committee Printing	1,000
Host Committee Meeting Room	4,000
Total Host Committee Expense Category	25,000

Team & Officials Accomodations Expense Category	
Team-Accomodation	265,000
Umpire-Accomodations	60,000
ISF Official -Accomodations	35,000
Total Team & Official Accomodations Expense Category	360,000

Team & Officials Transportation Expense Category

Transportation-Team	35,000
Transportation-ISF Officials	10,000
Transportation-ISF Umpires	15,000

Total Team & Official Transportaiton Expense Category **60,000**

Marketng Expense Category

Media - Advertising	85,000
Media - Promotions	15,000
Media - Centre Expense	5,000
Media - Fan Guide	25,000
Event- Logo Design Art Services	5,000
Event - Website Design	10,000
Event -Website Host Services	2,500
Event-Video Streaming	5,000
Event -Daily Newsletters	5,000
Event -Championship Pin Complimentary Program	2,500

Total Marketing Expense Category **160,000**

Ceremonies & Special Events Expense Category

Opening Ceremony -Flags & Signage	5,000
Opening Ceremony -Professional Services	5,000
Event -Championship Medals	5,000
Event -Championship Trophies	5,000
Closing Ceremony-Professional Services	5,000

Total Ceremonies & Special Events Expense Category **25,000**

Protocal & Hospitality Expense Category

ISF Opening Event Reception	20,000
VIP Hosting	3,000
VIP Facilitly Expense	2,000
VIP Souvenir Kits	3,500
ISF Team Officials Meeting	4,000
ISF Officials Meeting Expense	2,000
ISF Umpires Meeting Expense	3,000
Event Translation Expense	15,000
Event Doping Control	10,000

Total Protocal & Hospitality Expense Category **62,500**

Sponsorship Expense Category	
Sponsorship- Kits Printing Expense	5,000
Sponsorship - Signage Expense	5,000
Sponsorship -Event Banners	5,000
Sponsorship -Banquet	7,500
Sponsorship -Event Promotion Tickets	2,500
Sponsorship -Event Passes	40,000
Total Sponsorship Expense Category	65,000

Host Fee & Revenue Sharing Expense Category	
ISF- Hosting Fee	22,500
Softball Canada -International Saction Fee	16,500
Total Host Fee & Revenue Sharing Expense Category	39,000

Finance Expense Category	
Event- Insurance	2,500
Event-Permits	2,500
Event-Bank Service Charges & Fees	1,000
Event-Master Card-Visa-AMEX & Interac Fees	4,000
Event -Moneris Terminal Fees	2,500
Event-Foodservices Tokens	2,500
Event-Spirits Tokens	2,500
Event- Audit	7,500
Event -Cotingency Fund	62,500
Total Finance Expense Category	87,500

Saskatchewan

Corporate Registry
Profile Report

Entity No: 290173
 Entity Name: SASKATOON AMATEUR SOFTBALL ASSOCIATION INC. As Of Date: 19-Dec-2013

Entity Name: SASKATOON AMATEUR SOFTBALL ASSOCIATION INC.

Entity No: 290173

Status as of Profile Date: Active

Entity Type: NON-PROFIT CORPORATION

Entity Sub Type: SASKATCHEWAN CHARITABLE CORPORATION

Incorporation Date: 18-Jun-1964

Home Jurisdiction: SASKATCHEWAN

Annual Return/Renewal Date: 31-Jul-2014

Fiscal Year End Date: 31-Mar-2014

Financial Statement Due Date: 31-Jul-2014

Nature of Activities: OPERATE A SOFTBALL LEAGUE

Registered Office:

Name: SASKATOON AMATEUR SOFTBALL ASSOCIATION INC.

Address: 335 MCCALLUM LANE

City/Province: SASKATOON, SK

Country/Postal Code: CANADA, S7R0C3

Mailing Address:

Name: SASKATOON AMATEUR SOFTBALL ASSOCIATION INC.

Address: 1624 33RD ST WEST, PO BOX 30032 WESTVIEW

City/Province: SASKATOON, SK

Country/Postal Code: CANADA, S7L0X3

Allowable Number Of Directors: Min: 3 Max: 15

Director/Officer Information:

Dir Became:

Name: DOWN, LISA

Director: YES

Address: 335 MCCALLUM LANE

Officer Position: TREASURER

City/Province: SASKATOON, SK
 Country/Postal Code: CANADA, S7R0C3
 Resident Canadian: YES

Director/Officer Information:

Dir Became: 01-Jan-2006
 Name: KOSTEROSKI, BRIAN
 Address: 126 BORLAND PL
 City/Province: SASKATOON, SK
 Country/Postal Code: CANADA, S7M5W4
 Resident Canadian: YES

Director: YES
 Officer Position: PRESIDENT

Director/Officer Information:

Dir Became: 01-Jan-2009
 Name: KOSTEROSKI, VANESSA
 Address: 126 BORLAND PL
 City/Province: SASKATOON, SK
 Country/Postal Code: CANADA, S7M5W4
 Resident Canadian: YES

Director: YES
 Officer Position: SECRETARY

Director/Officer Information:

Dir Became: 17-Sep-2012
 Name: LOEHENDORF, MARK
 Address: 206 HEISE CRES
 City/Province: SASKATOON, SK
 Country/Postal Code: CANADA, S7M4Y8
 Resident Canadian: YES

Director: YES
 Officer Position: VP COMMUNICATIONS

Director/Officer Information:

Dir Became: 01-Sep-2000
 Dir Ceased: 31-Dec-2012
 Name: MCLEAN, KEITH
 Address: 1714 MADDEN AVE
 City/Province: SASKATOON, SK
 Country/Postal Code: CANADA, S7H3M8
 Resident Canadian: YES

Director: NO
 Officer Position: PAST PRESIDENT

Director/Officer Information:

Dir Became: 01-Jan-2013
 Name: NICHOL, GREG

Director: YES

Address: 19 NASH PLACE
 City/Province: SASKATOON, SK
 Country/Postal Code: CANADA, S7M4H9
 Resident Canadian: YES

Officer Position: VICE-PRESIDENT

Director/Officer Information:

Dir Became: 01-Jan-2005
 Dir Ceased: 31-Dec-2010
 Name: OLEKSUK, LARRY
 Address: 289 CARELTON DR.
 City/Province: SASKATOON, SK
 Country/Postal Code: CANADA, S7H3P1
 Resident Canadian: YES

Director: NO
 Officer Position: VICE PRESIDENT

Director/Officer Information:

Dir Became: 01-Jan-2011
 Name: PENROD, BROOKS
 Address: 6 CORY PL
 City/Province: SASKATOON, SK
 Country/Postal Code: CANADA, S7M5G8
 Resident Canadian: YES

Director: YES
 Officer Position: REGISTRAR

Membership Structure:

Class Name	Voting Rights	Number of Members
TEAMS	YES	44
S.A.S.A.	YES	880

General Information:

Is Licenced with Consumer Protection Branch: NO

Number of Paid Part Time Employees: 6

Event History:

Event	Date
CONVERSION	9/10/1999
FINANCIAL STATEMENT	7/7/2000
ANNUAL RETURN	7/7/2000
FINANCIAL STATEMENT	7/6/2001
ANNUAL RETURN	7/6/2001
FINANCIAL STATEMENT	7/24/2002
ANNUAL RETURN	7/24/2002
FINANCIAL STATEMENT	7/21/2003

ANNUAL RETURN	7/21/2003
FINANCIAL STATEMENT	7/21/2004
ANNUAL RETURN	7/21/2004
FINANCIAL STATEMENT	6/23/2005
ANNUAL RETURN	6/23/2005
ANNUAL RETURN	7/18/2006
FINANCIAL STATEMENT	3/23/2007
ANNUAL RETURN	7/24/2007
FINANCIAL STATEMENT	2/26/2008
FINANCIAL STATEMENT	7/29/2008
ANNUAL RETURN	7/29/2008
FINANCIAL STATEMENT	7/13/2009
ANNUAL RETURN	7/13/2009
FINANCIAL STATEMENT	7/22/2010
ANNUAL RETURN	7/22/2010
ANNUAL RETURN (Filed on the Web)	7/21/2011
FINANCIAL STATEMENT	7/28/2011
ANNUAL RETURN (Filed on the Web)	7/27/2012
FINANCIAL STATEMENT	8/2/2012
ANNUAL RETURN (Filed on the Web)	6/21/2013
FINANCIAL STATEMENT	6/24/2013

Event Business Plan Highlights

Saskatoon Amateur Softball Association Inc. (SASA) has submitted an operating budget of over \$1.2 million for the 2015 International Softball Federation Men's World Softball Championship.

SASA is still in negotiations relating to funding requests it has made to both the Provincial and Federal Governments in the amount of \$200,000 from each level of government.

The Business Plan submission for this event identifies facility upgrades and renovations in the amount of \$75,000 as the legacy to be left from SASA hosting this event. The upgrades and renovations to be completed include the following:

- i) upgrade the drainage system at Bob Van Impe Stadium—value of \$18,000;
- ii) re-surfacing of warning tracks, and adding clay mixture and top surface shale—value of \$17,000;
- iii) purchase of four new 20-second clocks for Bob Van Impe Stadium and Gordon Howe Park—value of \$16,000;
- iv) new home-run fencing at Bob Van Impe Stadium—value of \$15,000;
- v) purchase of upgraded electronic controls for the scoreboard at Bob Van Impe Stadium—value of \$5,000; and
- vi) re-cutting of trim lines around the infield and outfield at Bob Van Impe Stadium and Gordon Howe Park—value of \$4,000.

All upgrades and renovations are planned to be completed prior to the event taking place to ensure that these facilities are meeting standards to host this event.

Saskatoon Sport Tourism was able to produce an economic assessment of this event using the "Sport Tourism Economic Assessment Model." This tool indicates that this event will have an estimated Gross Domestic Product (GDP) of \$2.9 million, which is the net economic impact on the community.

Projected 2015 Special Event Reserve Funding and Expenditures

	SPECIAL EVENTS	PROFILE SASKATOON	TOTAL RESERVE
2014 Projected Ending Balance	(\$440,000)	(\$441,139)	(\$881,139)
2015 Annual Provision	(\$250,000)	(\$250,000)	(\$500,000)
2015 Projected Requests	\$265,000	\$225,000	\$490,000
2015 International Softball Federation Men's World Softball Championship	\$100,000		
2015 Projected Closing Balance	(\$325,000)	(\$466,139)	(\$791,139)

City of Saskatoon Neighbourhood Profiles – 13th Edition

Recommendation

That the information be received.

Topic and Purpose

The purpose of this report is to provide information to the Standing Policy Committee on Planning, Development and Community Services regarding the release of the City of Saskatoon Neighbourhood Profiles – 13th Edition (Neighbourhood Profiles) publication.

Report Highlights

1. The Neighbourhood Profiles include data released in the 2011 Federal Census and the 2011 National Household Survey, as well as the latest updates, which include 2013 estimates provided by Generation5 Super Census. They also provide 2013 data for the neighbourhood area, home-based business licenses, real estate sales, vehicle registration, and education enrollment.

Strategic Goals

The information in the Neighbourhood Profiles supports the City of Saskatoon (City) Strategic Goals of Sustainable Growth and Quality of Life. The Neighbourhood Profiles provide information on demographic trends relevant to medium- and long-term planning initiatives, as well as key information that assists service providers in making informed decisions related to the needs of citizens.

Background

The Mapping and Research Section, Planning and Development Division, maintains an extensive database of demographic data at a city-wide level, as well as at the neighbourhood level. This data has been summarized in the Neighbourhood Profiles publication since 1976.

Report

The Neighbourhood Profiles publication is updated annually by Planning and Development. This demographic data assists the civic Administration and officials in developing land use policies and long-range plans. The Neighbourhood Profiles are also useful for community agencies when planning for future service provisions or just providing a snapshot of a neighbourhood. The Neighbourhood Profiles publication can be downloaded on the City's website at www.saskatoon.ca (under "n" for Neighbourhoods).

Information Included in the Neighbourhood Profiles

The Neighbourhood Profiles provide comprehensive statistical information at the neighbourhood level in Saskatoon, including:

- a) population, income, age, language, dwelling, education, and other data from the 2011 Federal Census and the 2011 National Household Survey;

- b) 2013 demographic estimates are a product provided by Generation5 and referred to as the G5 Super Census. The G5 Super Census includes mathematically derived estimated values for over 1,000 demographic variables found in the Federal Census;
- c) housing affordability index based on 2013 real estate sales;
- d) 2013 vehicle registration data provided by Saskatchewan Government Insurance;
- e) 2013 school enrolment data provided by the Saskatoon Public School Division, The Greater Saskatoon Catholic School Division, the University of Saskatchewan, and SIAST Kelsey Campus;
- f) 2013 Home-Based Business Licensing;
- g) Municipal (2003, 2006, 2009, and 2012), Provincial (2007 and 2011), and Federal (2006, 2008, and 2011) voter participation; and
- h) 2013 park space and neighbourhood area.

Public and/or Stakeholder Involvement

Continuous collaboration with stakeholders and the public on the data released in the Neighbourhood Profiles ensures that the product progresses to reflect the needs of the users.

Communication Plan

Civic Administration has been advised of this latest release and provided with an electronic copy to share with community groups. A public service announcement will be sent out to community stakeholders. The Neighbourhood Profiles are available on the City's website and a new web format allows for easy access from tablets or smartphones. Also, bound, hard copies are available for purchase from Planning and Development.

Public Notice

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

Report Approval

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

S:\Reports\CP\PDCS – City of Saskatoon Neighbourhood Profiles – 13th Edition\kt

Land Use Applications Received by the Community Services Department For the Period Between October 17, 2014, to November 13, 2014

Recommendation

That the information be received.

Topic and Purpose

The purpose of this report is to provide detailed information on land use applications received by the Community Services Department from the period between October 17, 2014, to November 13, 2014.

Report

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

Public Notice

Public Notice, pursuant to Section 3 of the Public Notice Policy No. C01-02, is not required.

Attachment

1. Land Use Applications

Report Approval

Reviewed by: Alan Wallace, Director of Planning and Development

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

S/Reports/DS/2014/PDCS – Land Use Apps – Dec 1, 2014/ks

Land Use Applications Received by the Community Services Department For the Period Between October 17, 2014 to November 13, 2014

The following applications have been received and are being processed:

Discretionary Use

- | | |
|---------------------------|--------------------------------------|
| • Application No. D16/14: | 705 Avenue L North |
| Applicant: | Central Urban Metis Federation Inc. |
| Legal Description: | Lot 13, Block 40, Plan No. 101917122 |
| Current Zoning: | R2 |
| Proposed Use: | Care Home |
| Neighbourhood: | Westmount |
| Date Received: | October 2, 2014 |

- | | |
|---------------------------|---------------------------------|
| • Application No. D17/14: | 1521 Empress Avenue |
| Applicant: | Lane Ways Suites Ltd. |
| Legal Description: | Lot 19, Block 5, Plan No. G4947 |
| Current Zoning: | R2 |
| Proposed Use: | Garden Suite |
| Neighbourhood: | North Park |
| Date Received: | October 2, 2014 |

- | | |
|---------------------------|-------------------------------------|
| • Application No. D18/14: | 526 Guelph Crescent |
| Applicant: | Patti Kidd |
| Legal Description: | Lot 6, Block 758, Plan No. 74S15354 |
| Current Zoning: | R2 |
| Proposed Use: | Bed and Breakfast |
| Neighbourhood: | College Park East |
| Date Received: | October 20, 2014 |

- | | |
|---------------------------|-------------------------------------|
| • Application No. D19/14: | 1025 Boychuk Drive |
| Applicant: | Calvin and Laurie Fehr |
| Legal Description: | Lot C, Block 756, Plan No. 74S08928 |
| Current Zoning: | B2 |
| Proposed Use: | Private School |
| Neighbourhood: | College Park East |
| Date Received: | October 28, 2014 |

Discretionary Use

- Application No. D20/14: 310 Lansdowne Avenue
Applicant: Ben Voss
Legal Description: Lot C, Block 116, Plan No. Q
Current Zoning: R2
Proposed Use: Garage Suite
Neighbourhood: Nutana
Date Received: October 28, 2014

Rezoning

- Application No. Z44/14: 202 Gladstone Crescent
Applicant: Dwayne Howatt
Legal Description: Lot 5, Block 272, Plan No. 102031186
Current Zoning: IL2
Proposed Zoning: IL1
Neighbourhood: Marquis Industrial
Date Received: October 24, 2014
- Application No. Z45/14: 3200 Preston Avenue South
Applicant: Pinnacle Developments
Legal Description: Parcel C, Plan No. 62S15086 – Ext. 1
Current Zoning: R1A
Proposed Zoning: B1B by Agreement
Neighbourhood: Stonebridge
Date Received: October 27, 2014
- Application No. Z46/14: 250 Hunter Road
Applicant: Karl Miller
Legal Description: Block AA, Plan No. 102165241
Current Zoning: M3 by Agreement
Proposed Zoning: Amended M3 by Agreement
Neighbourhood: Stonebridge
Date Received: November 6, 2014

Subdivision

- Application No. 75/14: 711 8th Avenue North
Applicant: Larson Surveys Ltd. for Ron and Patty Loopkey
Legal Description: Lot 24, Block 7, Plan No. 99SA06423
Current Zoning: R2
Neighbourhood: City Park
Date Received: October 17, 2014

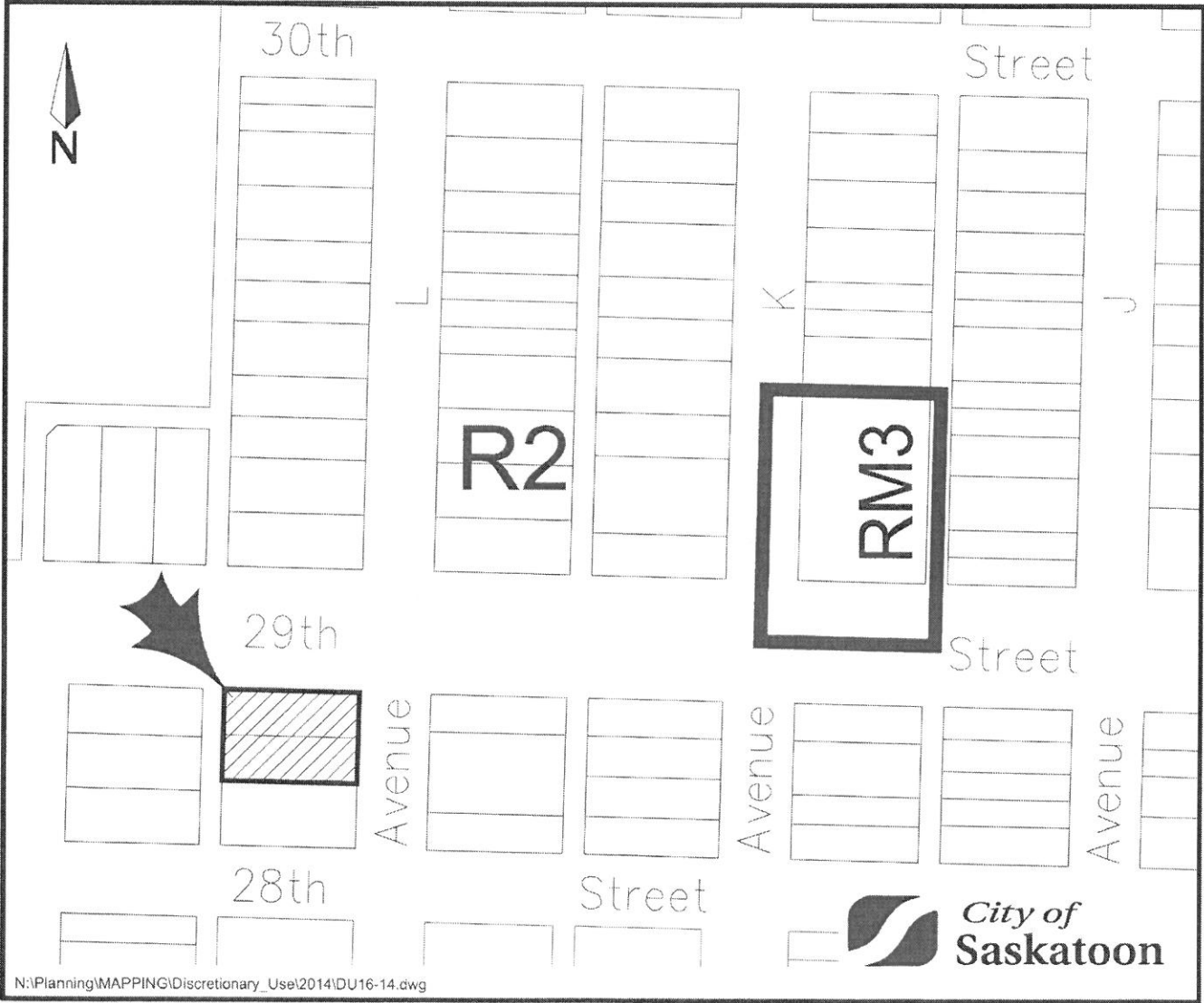
Subdivision

- Application No. 76/14: 1029/1031 Avenue O South
Applicant: Webb Surveys for Milano Homes Ltd.
Legal Description: Lots 1 and 2, Block 4, Plan No. G3820
Current Zoning: R2
Neighbourhood: King George
Date Received: October 22, 2014
- Application No. 77/14: 908 Saskatchewan Crescent East
Applicant: George, Nicholson, Franko & Associates Ltd. for Jochen Erhard Tilk
Legal Description: Lots A and B, Block 125, Plan No. 102135338
Current Zoning: R2
Neighbourhood: Nutana
Date Received: October 23, 2014
- Application No. 78/14: 157 Cornish Road
Applicant: George, Nicholson, Franko & Associates Ltd. for Greenleaf Devs. Inc.
Legal Description: Parcel C, Plan No. 102036057
Current Zoning: M2
Neighbourhood: Stonebridge
Date Received: October 29, 2014
- Application No. 79/14: 304 111th Street West
Applicant: Webb Surveys for Michael J. Neufeld
Legal Description: Lot 3, Block 12, Plan No. G8
Current Zoning: R2
Neighbourhood: Sutherland
Date Received: October 29, 2014
- Application No. 80/14: 210 Rajput Way
Applicant: Webb Surveys for New Rock Developments
Legal Description: Parcel S, Plan No. 102135024
Current Zoning: RMTN
Neighbourhood: Evergreen
Date Received: October 30, 2014
- Application No. 81/14: 1409 Main Street
Applicant: Webb Surveys for 101209830 Sask. Ltd.
Legal Description: Lot 14, Block 18, Plan No. G781
Current Zoning: R2
Neighbourhood: Varsity View
Date Received: October 31, 2014

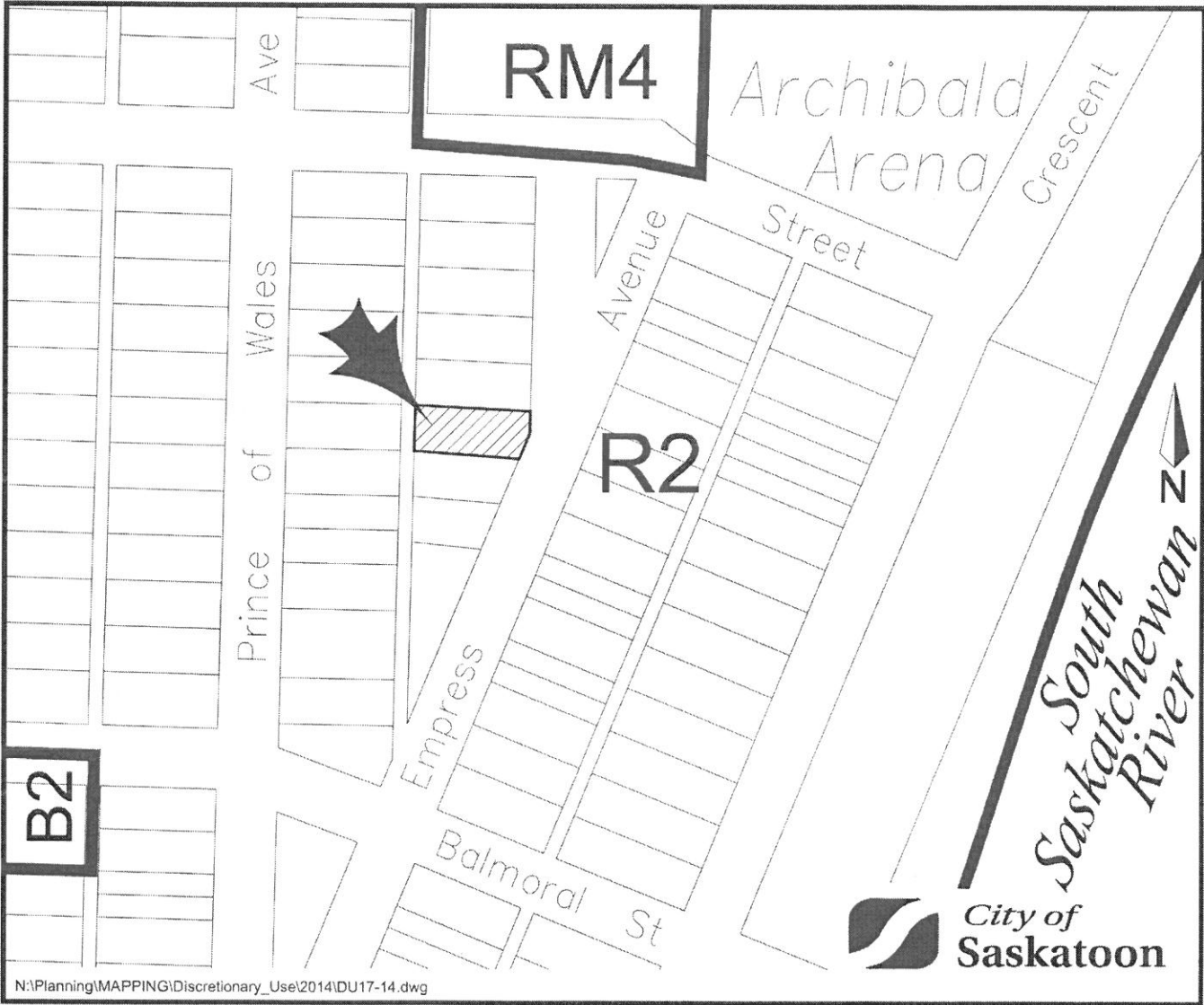
Attachments

1. Plan of Proposed Discretionary Use No. D16/14
2. Plan of Proposed Discretionary Use No. D17/14
3. Plan of Proposed Discretionary Use No. D18/14
4. Plan of Proposed Discretionary Use No. D19/14
5. Plan of Proposed Discretionary Use No. D20/14
6. Plan of Proposed Rezoning No. Z44/14
7. Plan of Proposed Rezoning No. Z45/14
8. Plan of Proposed Rezoning No. Z46/14
9. Plan of Proposed Subdivision No. 75/14
10. Plan of Proposed Subdivision No. 76/14
11. Plan of Proposed Subdivision No. 77/14
12. Plan of Proposed Subdivision No. 78/14
13. Plan of Proposed Subdivision No. 79/14
14. Plan of Proposed Subdivision No. 80/14
15. Plan of Proposed Subdivision No. 81/14

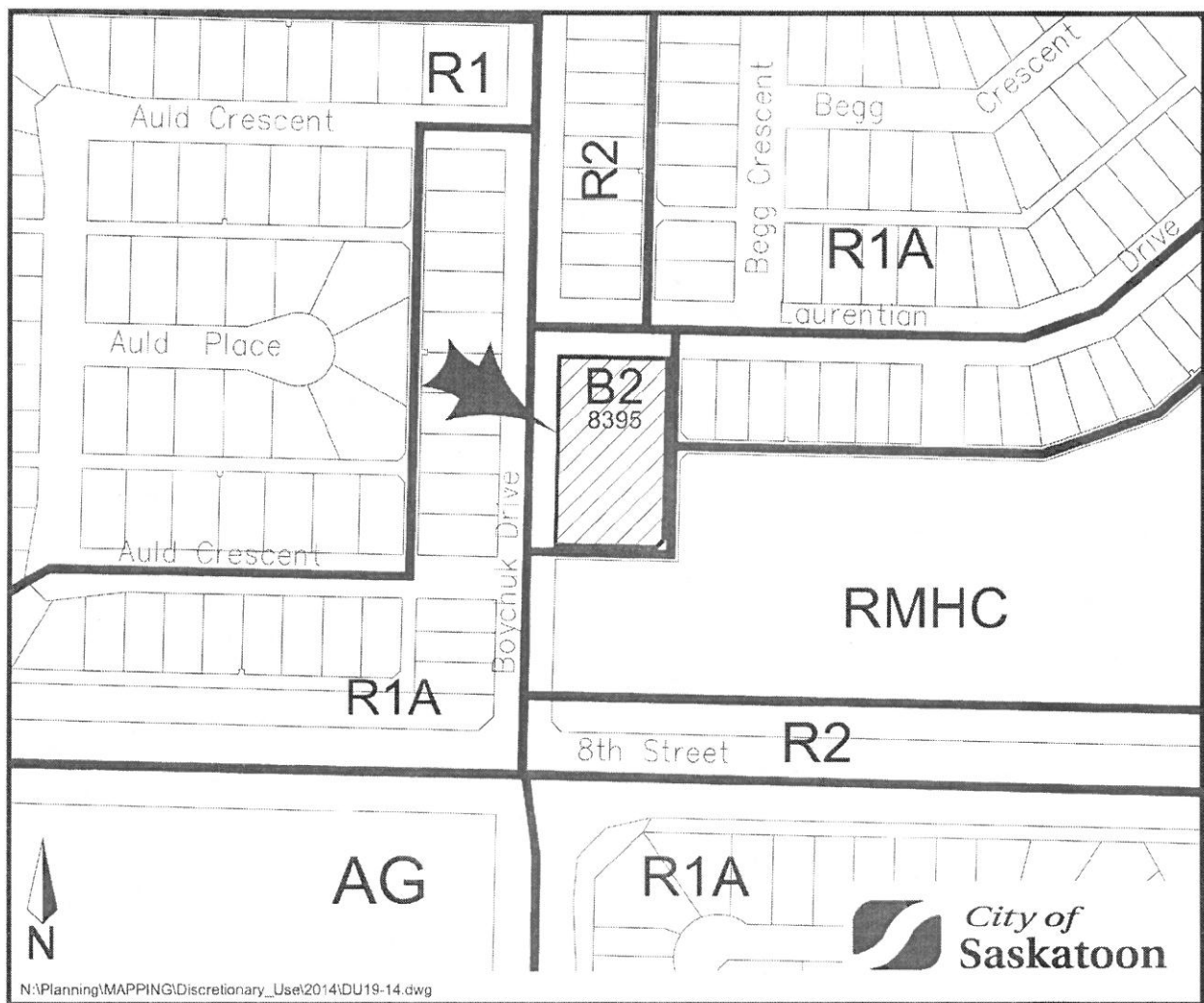
Plan of Proposed Discretionary Use No. D16/14



Plan of Proposed Discretionary Use No. D17/14

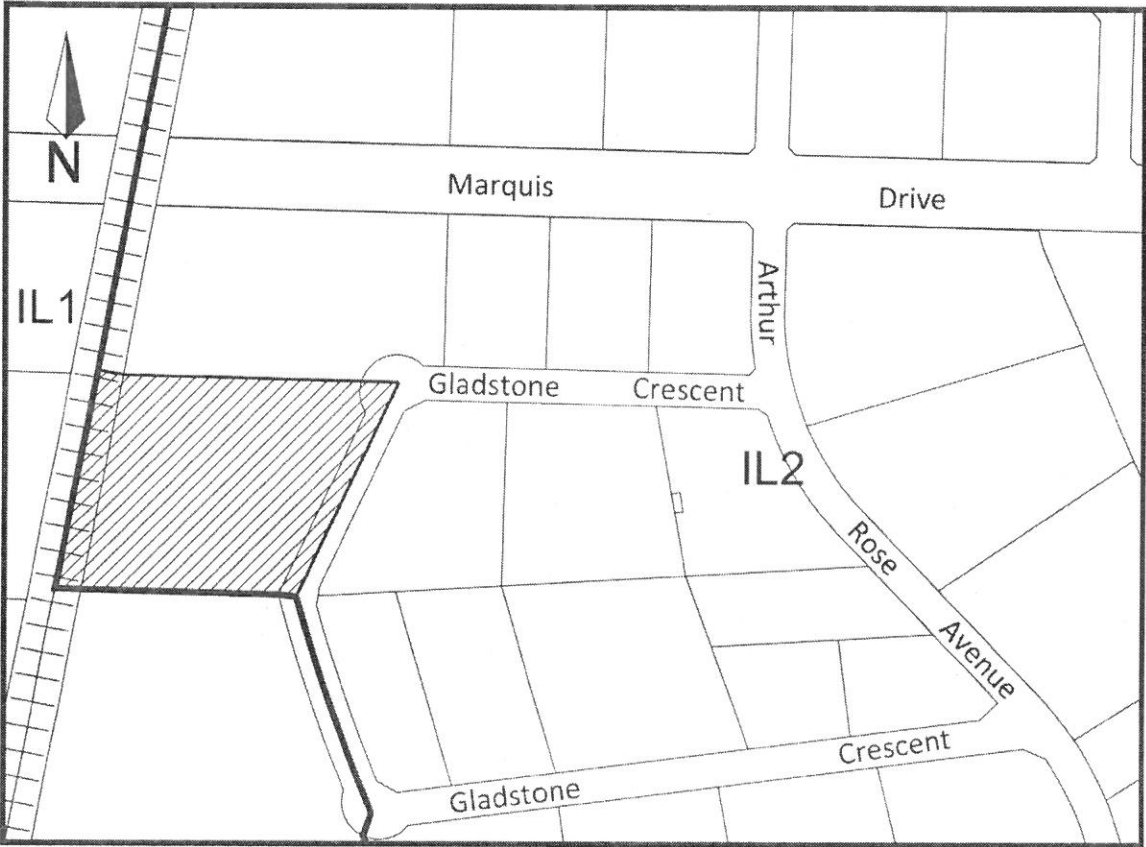


Plan of Proposed Discretionary Use D19/14



Plan of Proposed Discretionary Use D20/14






PROPOSED ZONING AMENDMENT

 From IL2 to IL1

File No. RZ44-2014

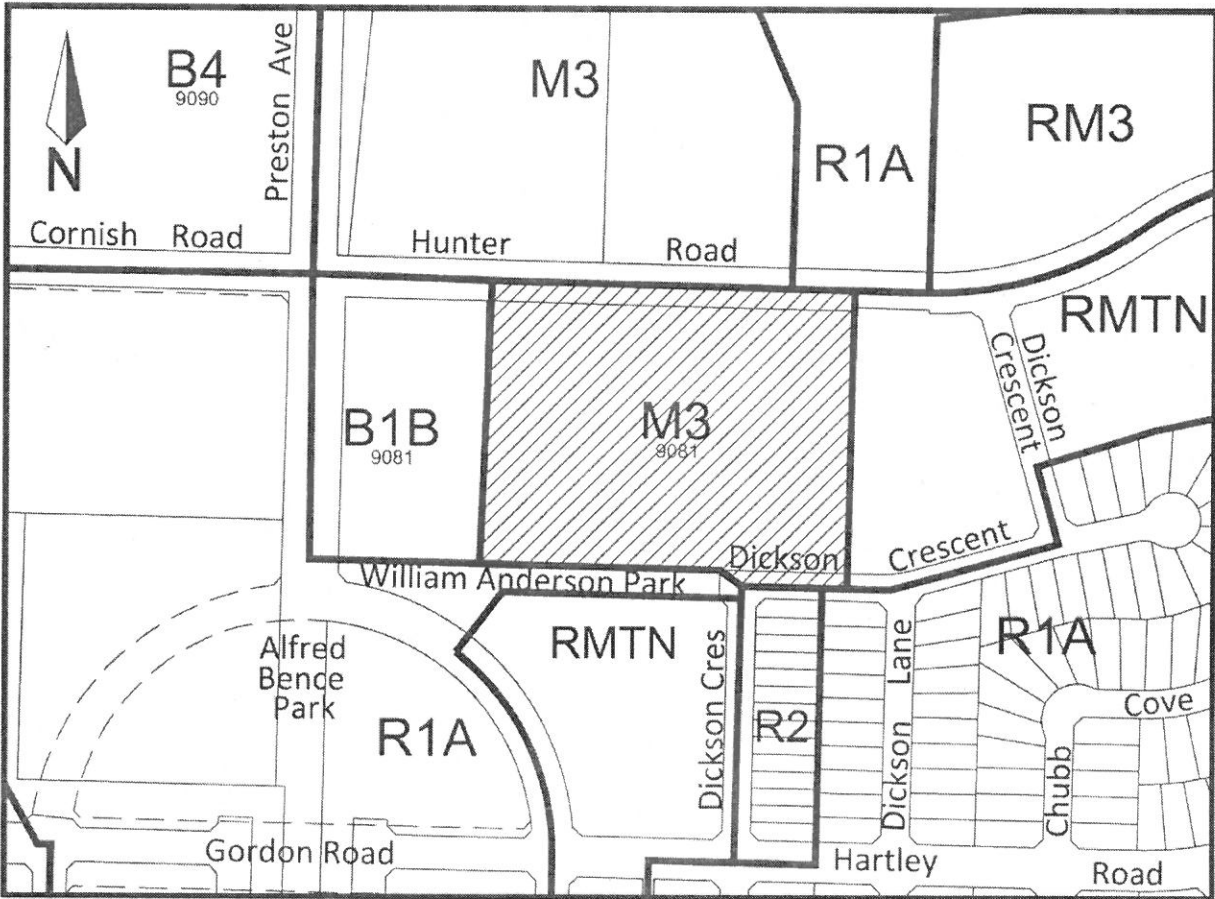


PROPOSED ZONING AMENDMENT

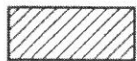
 From R1A to B1B

File No. RZ45-2014

Plan of Proposed Rezoning No. Z46/14



PROPOSED ZONING AMENDMENT



Amendment to Existing M3 by Agreement

File No. RZ6-2014

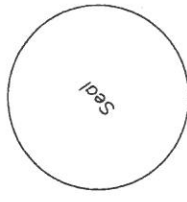
Saskatoon
 Plan of Proposed Subdivision
 of Part of Lot 24, Block 7,
 Reg'd Plan No. 99SA06423
 in the N.E. 1/4 Sec. 33,
 Twp. 36, Rge. 5, W.3 Mer.
 Saskatchewan
 by Howard A. Larson, S.L.S.
 2014

Scale 1:700

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

September 4, 2014

Saskatchewan Land Surveyor

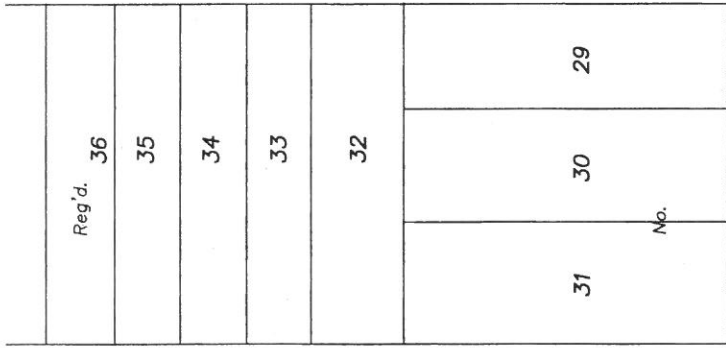
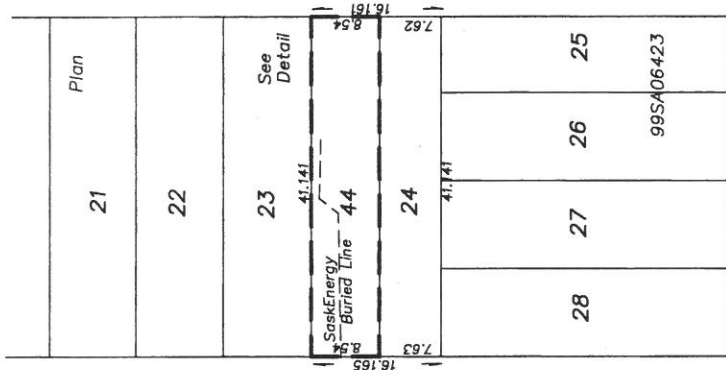


Approved under the provisions of Bylaw
 number 6537 of the City of Saskatoon.

Community Services Department

Larson Surveys Ltd., Sasi

Proposed Subdivision No. 75/14



King Street

7th Avenue

8th Avenue

711A 711B 8th Avenue

Detail Not to scale

PLAN OF PROPOSED
TIE-CODE REMOVAL
LOTS 1 & 2, BLOCK 4
REG'D PLAN NO G3820,
SW 1/4 SEC 29-36-5-3
SASKATOON, SASK.
SCALE 1:500



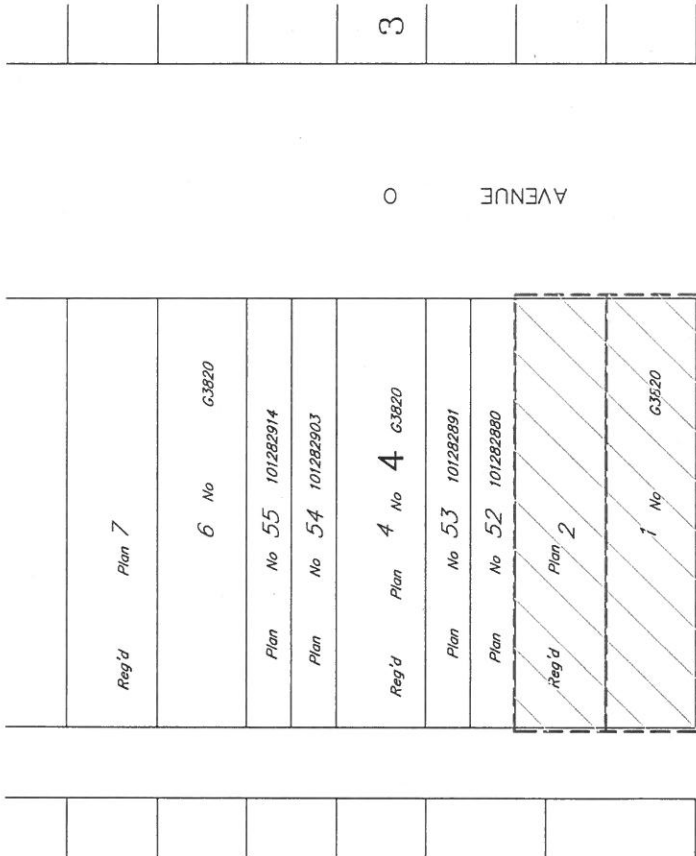
Seal

J.R. Webb
J.R. Webb September 24, 2014
Saskatchewan Land Surveyor

Existing parcel ties are shown hatched.
Proposed new ties are outlined in red by
a bold, dashed line.

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

Director of Planning and Developr
Division _____ Date _____



Legal Land Description	Surface Parcel Number	Existing Ties	New Ties
Lot 1 Block 4 G3820, Ext 0	119901135	Lots 1 & 2	Lot 1
Lot 2 Block 4 G3820, Ext 0	119903126	Lots 1 & 2	Lot 2

Prepared by
J.R. Webb
14-2689sm NLD

Plan Showing Proposed
Surface Subdivision
 of all of Lots A and B, Blk 125,
 Plan No. 102135338
Saskatoon
Saskatchewan
 By: W.C. Soroski S.L.S.
 August 2014
 Scale:1:175

- > Measurements are in meters and decimals thereof.
- > Area to be subdivided is outlined in a bold dashed line and contains ±0.08 ha. (±0.20 acres)
- > Date of preliminary survey August 29th, 2014.
- > All distances are approximated and may vary by ±1.0m.

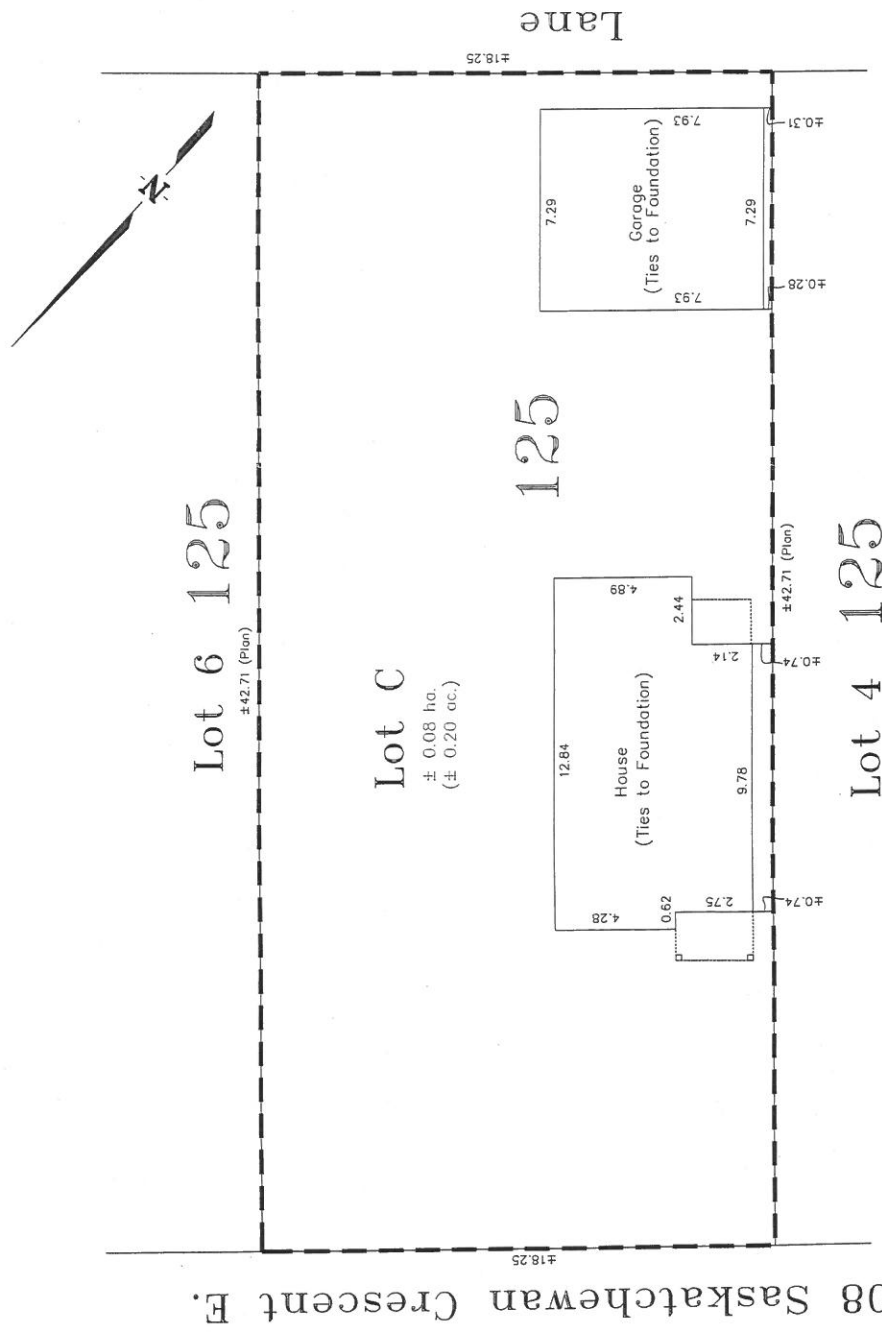
W.C. Soroski
 Saskatchewan Land Surveyor

Bill Nelson
 For Owner / Agent

George, Nicholson, Franko & Associates Ltd
 Legal Land Surveyors, Global Practitioners

date	no.	revision
08/29/2014	R1	REV1D
	R2	REV2D
	R3	REV3D
	R4	REV4D

drawing no. 1408-81-ORKO DEVELOPMENTS PP
 drawn by TC
 checked by WCS
 file no. 1408-81
 sheet 1 of 1



Plan Showing Proposed Surface Bareland Condominium of all of Parcel C, Plan No. 102036057 S. 1/2 Sec. 15 Twp. 36 Rge. 5 W3Mer. Saskatoon, Saskatchewan
 By: W.C. Soroski S.L.S.
 July 2014
 Scale: 1:750

- > Measurements are in meters and decimals thereof.
- > Area to be subdivided is outlined in a bold dashed line and contains ±1.47ha. (±3.619 acres)
- > Date of preliminary survey.
- > All measurements are ±1.00m

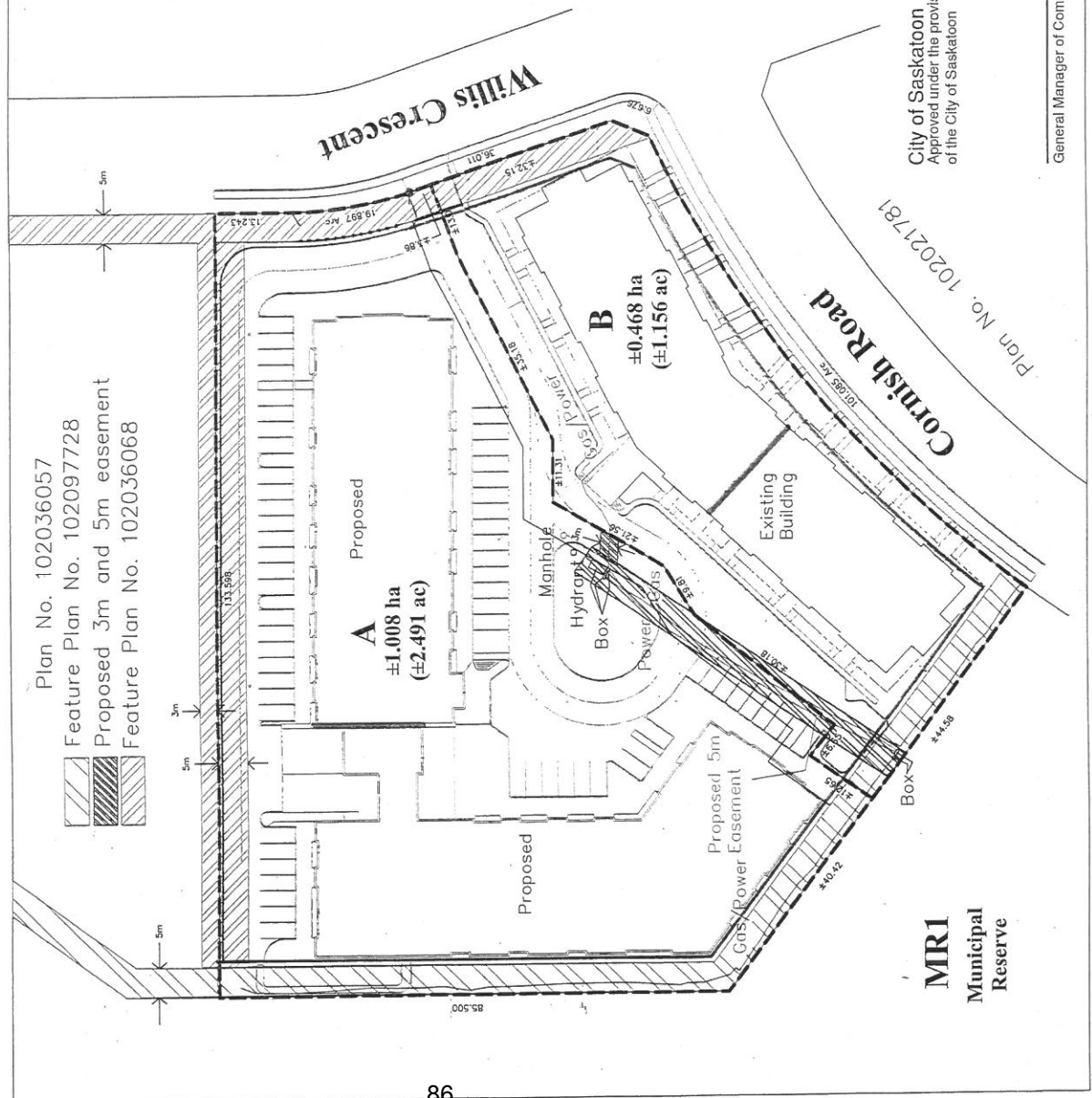


W.C. Soroski
 Saskatchewan Land Surveyor

[Signature]
 For Owner / Agent

George, Nicholson, Franko & Associates Ltd
 Legal Land Surveyors, Global Positioning

drawing no.	WILLIS / CORNISH-PP
date	08 / 05 / 2014
drawn by	TC
checked by	WCS
file no.	
sheet	1 of 1



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

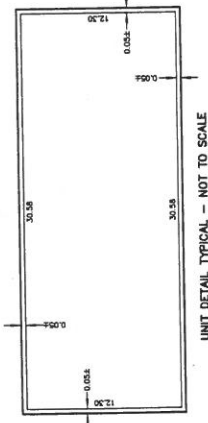
Seal

General Manager of Community Services or Designate

MRI
 Municipal Reserve

Plan No. 102036057
 Feature Plan No. 102097728
 Proposed 3m and 5m easement
 Feature Plan No. 102036068

PLAN OF PROPOSED SURFACE
 BARE LAND CONDOMINIUM FOR
 PARCEL S
 PLAN NO. 102135024
 N.W. 1/4 SEC. 7
 TWP. 37, RGE. 4, W. 3RD MER.
 210 RAJPUT WAY
 SASKATOON, SASKATCHEWAN
 BY T.R. WEBB, S.L.S.
 SCALE 1:500

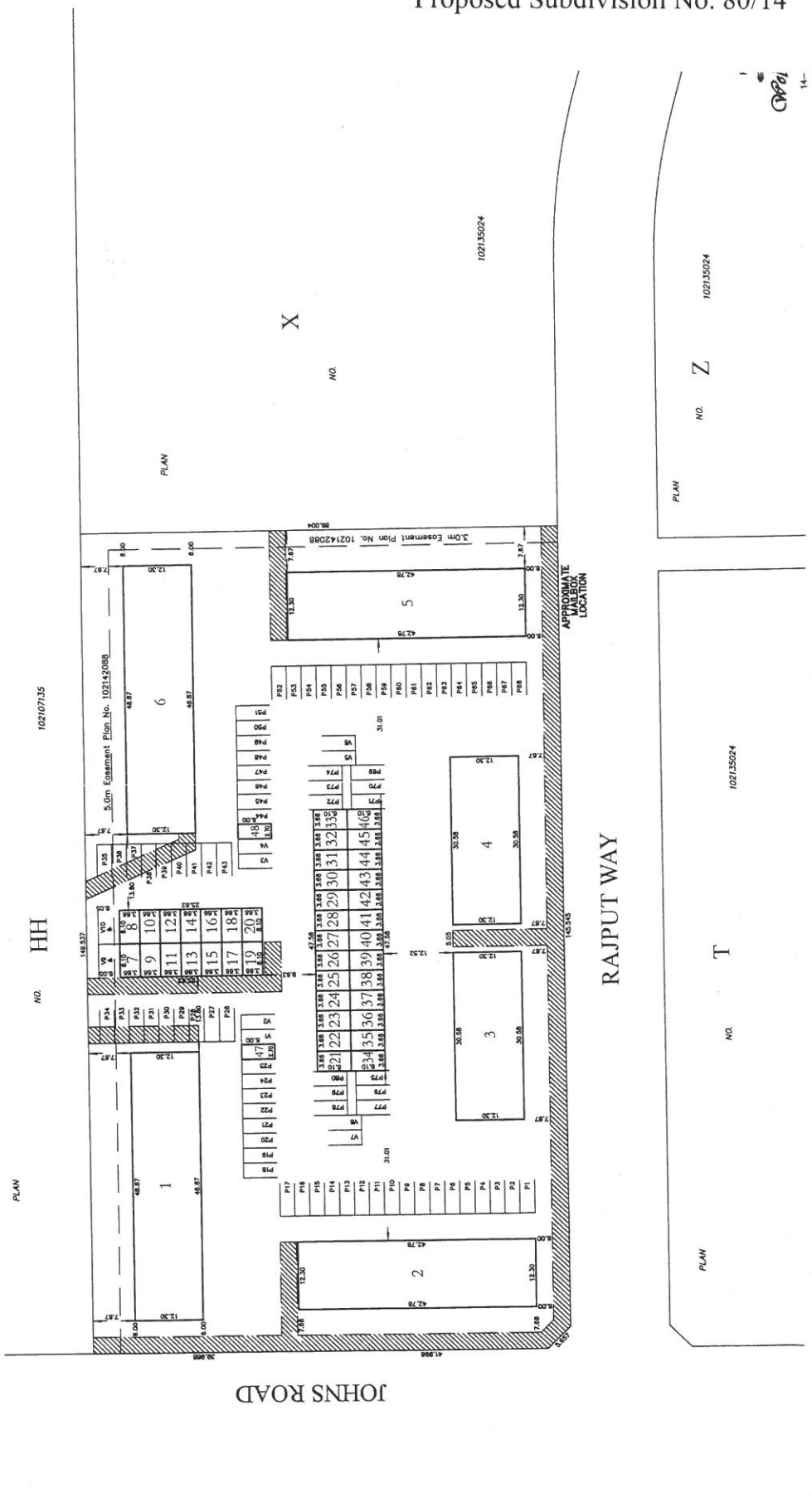


Approved under the provisions of
 B.M. No. 6537 of the
 City of Saskatoon

102135024
 Community Services Department

Dimensions shown are in metres and decimals thereof.
 Buildings to be constructed are wholly within the proposed
 unit boundaries as shown.
 Portion of this plan to be approved is outlined with a bold,
 dashed line and contains 1252 sq (3.04 ac).
 Distances shown are approximate and may vary from the
 final plan of survey by 2.03m.
 3.0m Joint Use Easement required for SaskPower Sasktel
 and Shaw

Seal
 T.R. Webb
 October 30th, 2014
 Saskatchewan Land Surveyor



PLAN OF PROPOSED
SUBDIVISION OF
LOT 14, BLOCK 18
REG'D PLAN NO G781
SW 1/4 SEC 27-36-5-3
1409 MAIN STREET
SASKATOON, SASK.
SCALE 1:400

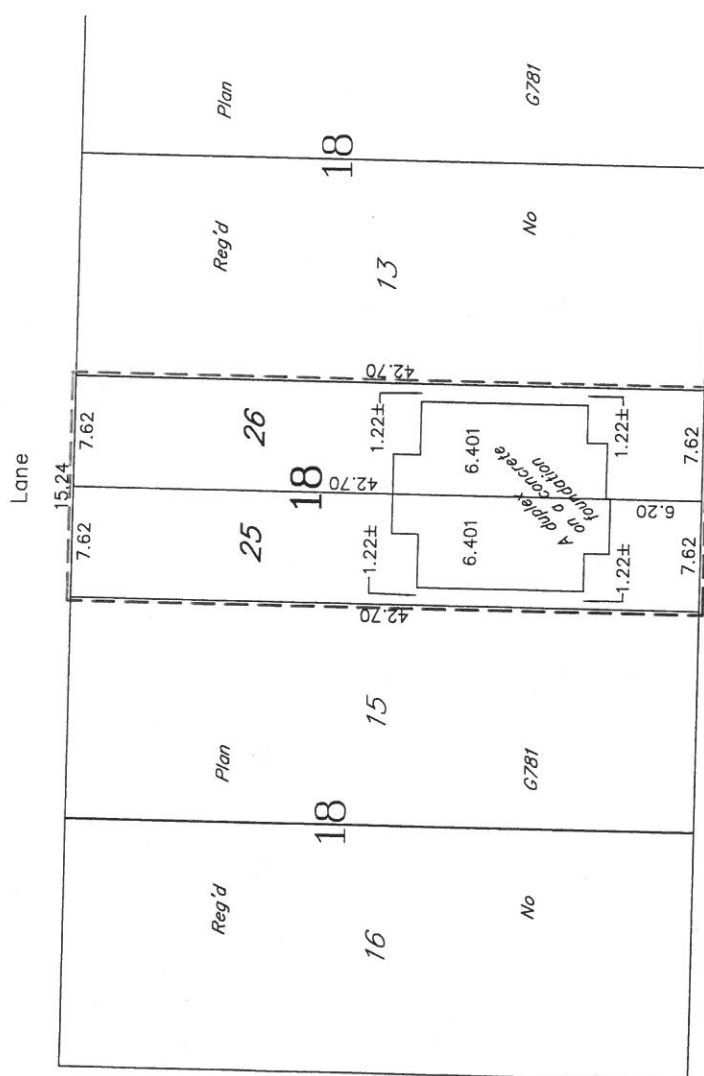
R.R. Webb
R.R. Webb October 30, 2014
Saskatchewan Land Surveyor

Dimensions shown are in metres and decimals thereof.
Portion of this plan to be approved is outlined in red with a bold, dashed line and contains 0.06± ha (0.14± ac.).
Dimensions shown are approximate and may differ from the final plan of survey by 0.5± metres.

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

Date _____
Community Services Department

Reg'd No	1	2	3	4	5
Plan No	G781	G781	G781	18	18
Plan No		20	21	22	
Plan No		101411165	101411176	101411187	
Reg'd Plan No					
Reg'd Plan No					



EWART AVENUE

Prepared by



Webb Surveys

14-2720sh CAS

SPC on PLANNING, DEVELOPMENT & COMMUNITY SERVICES OUTSTANDING

Asset & Financial Management

Meeting Date	File No.	Subject	Actions/Status	Due-Date/Follow-Up
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Community Services

Meeting Date	File No.	Subject	Actions/Status	Due-Date/Follow-Up
Feb. 8, 2010 [CS – BF 08-10]	185-3	Communications to Council From: Therese Daniels Date: January 29, 2010 Subject: Smoking at Outdoor Public Facilities	Referred to the Administration for a report.	March 2015 SPC on PDCS meeting.
Sept. 12, 2011 [CS-BF 67-11]	4350-1	Communications to Council From: Donna Hay Date: Aug. 27, 2011 Subject: Duplexes	City Council referred the matter to the Administration to report to Planning and Operations Committee.	January 2015 SPC on PDCS meeting.
Nov. 29, 2011 [CS BF 80-11]	7820-1	Communications to Council From: Elaine Crocker Date: October 30, 2011 Subject: Drainage and Elevation Requirements for Infill Residences	Referred to the Administration for a report to include information on drainage standards, options available in these situations, costs involved and the scope of the City's function regarding drainage enforcement. (Note: Although also sent to the GM Infrastructure Services, removed from the IS outstanding list, as it will be covered by CY in their Implementation Report – being addressed through infill strategy)	March 2015 SPC on PDCS meeting.

Meeting Date	File No.	Subject	Actions/Status	Due-Date/Follow-Up
Nov. 16, 2012 [CS BF 112-14]	4215-1	Sale of Care Home Lots (Take-up) – Evergreen Neighbourhood	A/City Manager requested to follow up on whether a report could be provided following the meeting of the Administration with private developers on the question of designating care home sites in private developments, and whether there are any of these sites in private developments that have been designated or built.	Date to be determined.
Dec. 2, 2013 [CS BF 22-13]	1720-3	Enquiry – Councillor Paulsen (April 22, 2013) – Discounted Leisure Passes During Non-Peak Hours in Exercise Areas	Administration to provide a further report regarding Discounted Leisure Passes During Non-Peak Hours in Exercise Areas following completion of the market research in March 2014.	Date to be determined.
Feb. 25/14 [CS BF 33-14]	CK. 4125-6 & PL. 4110-28-16	Riversdale Business Development and Revitalization Plan	Administration to provide a report to City Council when the Capital Project has been completed? (Report indicates RBID will provide information to City Council and the Administration upon completion of their ten-year Strategic Action Plan.	March 2015 SPC on PDCS meeting.
Mar.3/14 [CS BF 48-14]	277-1	Communications to Council From: Jeff Kolody, President, Local 824 – Canadian Union of Postal Workers (Feb.12/14) Subject: Proposed Discontinuation of Door-to-Door Mail Service – Canada Post	That the matter be referred to the Administration to report on writing a letter to Canada Post regarding the implications of discontinuing door-to-door mail service.	January 2015 SPC on PDCS meeting.
March 31/14 [CS BF 36-14]	4040-1, x 1815-1 RS. 215-13-0	Public Art Policy	Administration to bring forward a report prior to budget consideration on those capital projects that qualify for the 1 percent on a annual basis.	March 2015 SPC on PDCS meeting.
Mar. 3/14 [CS BF 31-14]	4350-1	Proposed Zoning Bylaw Amendment – Shipping Container Regulations	Matter referred back to the Administration for further report to Municipal Planning Commission. (will then go through SPC on PDCS)	March 2015 SPC on PDCS meeting.
Apr. 14/14 [CS BF 45-14]	4000-15	Local Area Plan Process (including Implementation of Recommendations)	That the Administration provide a separate report regarding the Local Area Plan process in general, including the implementation of recommendations (came from item on Varsity View Local Area Plan)	February 2015 SPC on PDCS meeting.

Meeting Date	File No.	Subject	Actions/Status	Due-Date/Follow-Up
Apr. 29/14 [CS BF 135-14]	4205-1	Silverwood Off-Leash Recreational Area	P&O Committee resolved that the City Solicitor be instructed to amend Animal Control Bylaw No. 7860 to include an additional 13.6 acres of Municipal Reserve Land within the current Silverwood Off-Leash Recreational Area. Director of Recreation and Sport advised that further report will be submitted regarding further review with MVA.	Date to be determined.
May 5/14 [CS BF 53-14 and CS BF 84-14]	6310-1	Naming Process and Policy Review (including Themes, Advertising)	Administration to report back on developing the appropriate criteria for assigning names and with alternative options for populating the Names Master List to improve diversity of the options on the list. Administration also to report back on themes, advertising and further housekeeping items	January 2015 SPC on PDCS meeting.
May 20/14 [CS BF 136-14]	CK. 610-1 and RS. 610-25	Discussions with YMCA for a New City Centre Recreation Facility	Administration report further to the appropriate SPC on the progress toward developing an Agreement in Principle.	Date to be determined.
June 9/14 [CS BF 137-14]	5605-3	Community Support Program Pilot Project Review	6) that the Administration report back to City Council in September 2015 with the results of the updated Street Activity Baseline Study and the modified pilot project.	September 2015 SPC on PDCS meeting.

Meeting Date	File No.	Subject	Actions/Status	Due-Date/Follow-Up
June 23/14 [CS BF 138-14]	5500-1	Inquiry – Councillor T. Paulsen (June 9, 2014) Access to Programs at Leisure Centres	1) that the Administration report back with information on collection of data (including costs from the service provider) at the next round of registration on each of the registrants' first, second, and third choices by program and by facility; 2) that when this information comes back to City Council for further consideration, it include information on how quickly lessons fill up, how many are fully subscribed, true supply and demand, etc.; and 3) that, as part of the recreational master planning process, the City discuss regional recreation opportunities and problem solving, and report back no later than November 2014. Report on 1) and 2) above provided to October 6, 2014 SPC on PDCS meeting. [Matter deferred until 2015 when Recreation and Parks Master Plan has been completed. Also provincial study occurring regarding regional recreational issues – late 2014/early 2015 reporting]	April 2015 SPC on PDCS meeting.
June 23/14 [CS BF 144-14]	5800-1	Request to Operate Gordon Howe Bowl by Saskatoon Football Inc.	4) that the Administration provide an update report on the operation of the Saskatoon Minor Football Field to City Council by February 2015.	February 2015 SPC on PDCS meeting.
Aug. 21/14 [CS BF 98-14]	CK. 4110-42	Broadway 360 Implementation Schedule	Administration to report on the implementation schedule of the Broadway 360.	Date to be determined.

Meeting Date	File No.	Subject	Actions/Status	Due-Date/Follow-Up
Aug. 21/14 [CS BF 97-14]	CK. 4131-31	Pleasant Hill Village Project	Remaining funding in the Pleasant Hill Village Project to be held as a contingency fund until the project is completed and the Administration to report back at that time.	January 2016 SPC on PDCS meeting.
Oct. 27/14 [CS BF 123-14]	CK. 1870-15 and 205-1; RS. 1802-12-2	Special Event Policy Review	Administration requested to review the Profile Saskatoon and Special Events components of the Special Events Policy, not including Youth Sports Subsidy Special Events, 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.	March 2015 SPC on PDCS meeting.
Oct. 27, 2014 [CS BF 124-14]	CK. 4130-12, 4110-1, 4125-4 and PL. 217-46	Prioritization of Future Streetscape Projects	Administration to provide a list of prioritization of future streetscape projects in a future report.	March 2015 SPC on PDCS meeting.
Oct. 27/14 [CS BF 125-14]	CK. 4350-13, 4225-1	Linking Billboard Revenues to Improving Public Space	Administration to report on linking billboard revenues to improving public space and review of how revenues are generated.	March 2015 SPC on PDCS meeting.
Oct. 27/14 [CS BF 126-14]	CK. 750-4 and PL. 4130-27	Downtown Housing Incentives Program	Administration to look into the possibility of creating specific criteria for the Downtown Housing Incentives Program	March 2015 SPC on PDCS meeting.
Nov. 3/14 [CS BF 132-14]	CK. 6310-1	Name Suggestion for South Bridge (Naming Contest – Evaluation of Possibility and Process)	Administration to report back on a more cost effective option for proceeding with a possible naming process.	March 2015 SPC on PDCS meeting.
Nov. 3/14 [CS BF 142-14]	CK. 5500-1 & RS. 5500-1	Recreation and Parks Master Plan	Administration to submit a final report following review.	April 2015 SPC on PDCS meeting.
Nov. 3/14 [CS BF 141-14]	CK. 300-11, 4205-5 & RS. 4205-1	Seasonal Commercial Enterprise in Parks	Administration to report further following further consultation. Solicitor to report on process to permit Segways (see later in chart). Administration to report on additional opportunities for food and beverages in parks.	October 2015 SPC on PDCS meeting.

Fire and Protective Services

Meeting Date	File No.	Subject	Actions/Status	Due-Date/Follow-Up

Transportation & Utilities

Meeting Date	File No.	Subject	Actions/Status	Due-Date/Follow-Up

Solicitor's

Meeting Date	File No.	Subject	Actions/Status	Due-Date/Follow-Up
Nov. 3/14	300-11, 4205-5	Recreation Facilities and Parks Usage Bylaw Amendment – Segways	Solicitor to report on process to permit Segways.	December 1, 2014 SPC on PDCS meeting.
Nov. 3/14	CK. 185-6 and PL. 217-23	Poster Bylaw	That the Administration be requested to provide a further report on the details of enforcement and removal processes from other municipalities, along with any further required housekeeping amendments, including revised wording for penalty provisions.	January 2015 SPC on PDCS meeting.

Seasonal Commercial Enterprise in Parks

Recommendation

That any bylaw or policy changes required to allow for seasonal commercial enterprises in parks be brought back to the Committee as part of the report required regarding the Seasonal Commercial Enterprise in Parks Policy.

Topic and Purpose

The purpose of this report is to report on the process involved to permit segways in parks as directed by the Standing Policy Committee on Planning, Development and Community Services (the "Committee") in its resolution of November 3, 2014.

Report Highlights

1. No amendment to Bylaw No. 7767, *The Recreation Facilities and Parks Usage Bylaw, 1998* (the "Bylaw") is required to allow segways to operate in a park, as long as their use has been permitted by the City verbally or in writing.
2. An amendment to the Bylaw will be required to allow commercial enterprises to be located and operate within a park.
3. An amendment is also required to Council Policy No. C10-001, *Soliciting in Public Parks*, to allow for commercial enterprises in parks.

Strategic Goal

This report supports the Strategic Goal of Continuous Improvement by ensuring that Council policy aligns with legislation.

Background

At its meeting of November 3, 2014, the Committee resolved, in part, that the City Solicitor report on the process to permit segways in parks.

Report

It is our understanding that the Committee intended to limit the City Solicitor's report to the process required to permit the operation of a commercial enterprise which involves segway tours.

The issue becomes one of permitting commercial enterprises in parks. Section 5 of the Bylaw sets out rules regulating parks usage. Subsection 5(3) provides:

- (1) Persons must apply for permission to use parks for casual use, extended event use, or major event use.
- (2) The City may approve a proposed event if it meets park use criteria and it can be appropriately scheduled.

- (3) Park use criteria include the following considerations:
- (a) the use must be compatible with the park's physical capability;
 - (b) the use must not cause permanent damage to the park or extra expense for the City;
 - (c) the use must be compatible with other activities and events going on in the park;
 - (d) the use must not jeopardize public safety;
 - (e) the use must not include soliciting of any kind; and
 - (f) the sale of goods cannot be the primary purpose for the use.

The proposed "Seasonal Commercial Enterprise in Parks Policy" is intended to apply to "any organization engaged in the sale of goods or services to consumers". This has the potential to be off-side clause 5(3)(f) of the Bylaw.

The proposed policy could also conflict with clause 5(3)(e) of the Bylaw. "Soliciting" is not defined in the Bylaw. A broad interpretation would include any request for money. It is our understanding that Community Services has denied permission for events in which any money changes hands as being "soliciting". On this basis, such matters as "yoga in the park" have been allowed only if payment is made at the regular business and business operators are informed that they cannot prevent any member of the public from joining in and taking part in the class. Therefore, if City Council wishes to allow commercial enterprises in parks, an amendment to clause 5(3)(e) of the Bylaw will be required. It is our suggestion that an exception be added for seasonal commercial enterprises that have a permit to operate.

Similarly, Council Policy No. C10-001, Soliciting in Public Parks, prohibits sale of literature or other appeals in parks. This policy would need to be amended to permit approval of commercial enterprises. Again it is our suggestion to add an exception to the policy for seasonal commercial enterprises that have a permit to operate.

Once subsection 5(3) of the Bylaw is amended, operation of segways as part of a commercial enterprise would not require any further amendment of the Bylaw because section 27 of the Bylaw prohibits the operation of motor vehicles in parks unless written or verbal permission to do so has been received from the City. The City may give this permission to a commercial enterprise operating segway tours by way of a business licence or a permit. That licence or permit would contain conditions to ensure that operation of the commercial enterprise is compatible with use of the park by members of the public.

Permission to operate a segway is given only to customers and employees of the business enterprise. If these individuals do not comply with the terms of the commercial enterprise's licence or permit, they do not have permission to drive the vehicle in the park. If the business is not in compliance with the terms of the licence or permit, then permission to operate in the park may be revoked.

Note that, pursuant to section 20 of Bylaw 7200, *The Traffic Bylaw*, motorized vehicles are not permitted to operate on a sidewalk, unless written permission to do so has been given by the General Manager of Transportation & Utilities. Permission may be granted only if precautions are taken to protect the sidewalk against damage and pedestrians will not be unduly obstructed.

Report Approval

Written by: Kim Bodnarchuk, Solicitor
Reviewed by: Cindy L. Yelland, Solicitor, Director of Planning & Development Law
Approved by: Patricia Warwick, City Solicitor

237-0002-kmb-1.docx

Purpose-Built Rental Projects at 402 Manek Road and 1809 Edmonton Avenue

Recommendation

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

1. That the City Solicitor be requested to prepare the necessary tax abatement and incentive agreements for the purpose-built rental project being built at 402 Manek Road, previously approved for incentives by City Council; and
2. That the City Solicitor be requested to prepare the necessary tax abatement and incentive agreements for the purpose-built rental project being built at 1809 Edmonton Avenue, previously approved for incentives by City Council.

Topic and Purpose

The purpose of this report is to provide appropriate instructions for preparing tax abatement and incentive agreements for two purpose-built rental projects, previously approved for financial incentives.

Report Highlights

1. The directions provided to the City Solicitor regarding the purpose-built rental project at 402 Manek Road need to be amended.
2. The directions provided to the City Solicitor regarding the purpose-built rental project at 1809 Edmonton Avenue need to be amended.

Strategic Goal

This report supports the City of Saskatoon's (City) long-term Strategic Goal of Quality of Life by increasing the supply and range of affordable housing options.

Background

On May 20, 2014, City Council approved financial incentives, including a five-year incremental property tax abatement and a cash grant of \$381,372 for the construction of 80 purpose-built rental units at 402 Manek Road by Innovative Residential Investments Inc. City Council directed the City Solicitor to prepare the necessary tax abatement and incentive agreements with Innovative Residential Investments Inc. A copy of the full report approved by City Council is provided in Attachment 1.

On September 29, 2014, City Council approved financial incentives, including a five-year incremental property tax abatement and a matching cash grant estimated at \$166,158 for the construction of 56 purpose-built rental units at 1809 Edmonton Avenue by Villa Royale Residential Group. City Council directed the City Solicitor to prepare the

necessary tax abatement and incentive agreements with Villa Royale Residential Group. A copy of the full report approved by City Council is provided in Attachment 2.

Report

Amended Directions for the Project at 402 Manek Road

Innovative Residential Investments Inc. is developing the housing project located at 402 Manek Road in partnership with Parkside Townhomes Inc. who is the owner of the land. The City Solicitor's Office advises that the necessary tax abatement and incentive agreements must be with the land owner in order to be enforceable. The previous resolution specifically directed the City Solicitor to prepare the agreement with Innovative Residential Investments Inc. who is the builder and not the owner of the land.

The Administration is recommending that the directions be amended so that the necessary tax abatement and incentive agreements can be prepared.

Amended Directions for the Project at 1809 Edmonton Avenue

Villa Royale Residential Group is developing the housing project located at 1809 Edmonton Avenue in partnership with NCO Holding Ltd. who is the owner of the land. The City Solicitor's Office advises that the necessary tax abatement and incentive agreements must be with the land owner in order to be enforceable. The previous resolution specifically directed the City Solicitor to prepare the agreement with Villa Royale Residential Group who is the builder and not the owner of the land.

The Administration is recommending that the directions be amended so that the necessary tax abatement and incentive agreements can be prepared.

Public and/or Stakeholder Involvement

There is no public or stakeholder involvement.

Other Considerations/Implications

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

Due Date for Follow-up and/or Project Completion

The project at 402 Manek Road is scheduled to be complete by December 31, 2014, and the project at 1809 Edmonton Avenue is scheduled to be complete by October 31, 2015.

Public Notice

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

Attachments

1. 402 Manek Road Report
2. 1809 Edmonton Avenue Report

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/2014/CP/PDCS – Purpose-Built Rental Projects at 402 Manek Road and 1809 Edmonton Avenue/ks

TO: Secretary, Planning and Operations Committee
FROM: General Manager, Community Services Department
DATE: April 24, 2014
SUBJECT: Innovative Housing Incentives Applications – New Rental Construction Land Cost Rebate Program - Innovative Residential Inc. 402 Manek Road
FILE NO.: PL 952-6-22

RECOMMENDATION: that a report be submitted to City Council recommending:

- 1) that funding of \$381,372 for the construction of 80 purpose-built rental units to be built at 402 Manek Road by Innovative Residential Inc., be approved;
- 2) that a five-year tax abatement of the incremental taxes be applied to the subject properties, commencing the next taxation year, following the completion of construction; and
- 3) that the City Solicitor be instructed to prepare the necessary tax abatement and incentive agreements with Innovative Residential Inc., and that His Worship the Mayor and the City Clerk be authorized to execute these agreements under the corporate seal.

TOPIC AND PURPOSE

Innovative Residential Inc. submitted an application to the New Rental Construction Land Cost Rebate Program to create 80 purpose-built rental units in the Evergreen neighbourhood.

REPORT HIGHLIGHTS

1. Innovative Residential Inc. is proposing to build 80 purpose-built rental units in Evergreen.
2. These units are in an area of the City of Saskatoon (City) with a need for rental housing.
3. This project qualifies for a grant and an Incremental Property Tax Abatement.
4. Innovative Residential Inc. will be required to enter into an Incentive Agreement to ensure the units are completed on time and remain as rental stock for 15 years.

STRATEGIC GOAL

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

BACKGROUND

During its September 26, 2011 meeting, City Council approved a Cost-Sharing Agreement with the Province of Saskatchewan (Province) to help fund the New Rental Construction Land Cost Rebate Program. Under this agreement, the Province covers the cost of the cash grant by matching the value of the Incremental Property Tax Abatement with a cash grant of up to \$5,000 per unit. The agreement includes funding for a total of 1,874 units from 2011 to 2015 and requires that all units be complete by March 31, 2016. To date, City Council has approved 1,308 units under this agreement.

REPORT

On March 7, 2014, the City received an application from Innovative Residential Inc. for funding assistance under the New Rental Construction Land Cost Rebate Program.

Innovative Residential is Proposing to Build 80 Purpose-Built Rental Units in Evergreen

The proposal calls for the construction of five, two and a half storey, stacked townhouse buildings on the site located at 402 Manek Road in the Evergreen neighbourhood (see Attachment 1). Each building contains 16 residential townhouse units with three-bedroom townhouses stacked on top of two-bedroom ground level walkout units (see Attachment 2). Parking stalls and garages are located in the interior of the site, with each three-bedroom townhouse unit having a detached garage and a parking stall and each two-bedroom unit having one parking stall (see Attachment 2). The homes will be modular built and the expected completion date is December 31, 2014.

The Need for Rental Housing in Saskatoon

There continues to be a great need for rental housing in Saskatoon. The 2013 apartment vacancy rate in Saskatoon was 2.7 percent (Canada Mortgage and Housing Corporation). Generally speaking, a vacancy rate below 3 percent indicates a shortage of rental housing. The northeast section of the City, which includes the Evergreen neighbourhood, has a 1.8 percent apartment vacancy rate (Canada Mortgage and Housing Corporation).

There are currently limited options for rental units within the Evergreen neighbourhood or the neighbouring Erindale, University Heights, and Willowgrove neighbourhoods; therefore, demand for these units is expected to be high.

This Project Qualifies for a Grant and Incremental Property Tax Abatement

After a thorough review of this application, the Administration has concluded that this project will qualify for an Incremental Property Tax Abatement and a cash grant of up to \$5,000 per unit under Innovative Housing Incentives Policy No. C09-002. The

Assessment and Taxation Division estimates the value of this abatement to be approximately \$71,833 annually or \$381,372 over five years (presuming average tax increases of 3 percent annually).

The funding source for the cash grant is from the Provincial Cost Sharing Agreement, which will provide funding equal to the estimated value of the five-year incremental property tax of \$381,372 or \$4,767.15 per unit.

The Incentive Agreement

In order to ensure that the units are completed on time and remain as rental stock for 15 years, as per Innovative Housing Incentives Policy No. C09-002, the applicant will be required to enter into an Incentive Agreement. The Incentive Agreement will include the requirement that construction of the units be complete no later than March 31, 2016. Further ensuring that the units remain rentals, City Council could deny approval of any condominium conversion application for these units while the Incentive Agreement is in effect. Funding will only be provided upon completion of the project and closure of all building permits.

OPTIONS TO THE RECOMMENDATION

City Council could choose to decline funding for this project. Choosing this option would represent a departure from Innovative Housing Incentives Policy No. C09-002. The Administration is not recommending this option.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

The funding source for the cash grant of \$381,372 is the Affordable Housing Reserve; however, the Province will reimburse the City within three months for this amount.

This project will also result in foregone revenue of the municipal portion of property taxes of approximately \$213,568 as a result of the proposed Incremental Property Tax Abatement.

Budgeted	Affordable Housing Reserve	External Funding	Foregone Tax Revenue
\$381,372	\$381,372	\$381,372	\$213,568

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

Public and/or stakeholder involvement is not required.

COMMUNICATION PLAN

A communication plan is not required.

DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION

The project is estimated to be completed by December 31, 2014.

ENVIRONMENTAL IMPLICATIONS

No environmental and/or greenhouse gas implications have been identified at this time.

PRIVACY IMPACT

There are no privacy implications.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

A CPTED review is not required.

PUBLIC NOTICE

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

ATTACHMENTS

1. Map of Proposed Project Location – 402 Manek Road
2. Site Plan for 402 Manek Road with Rendering

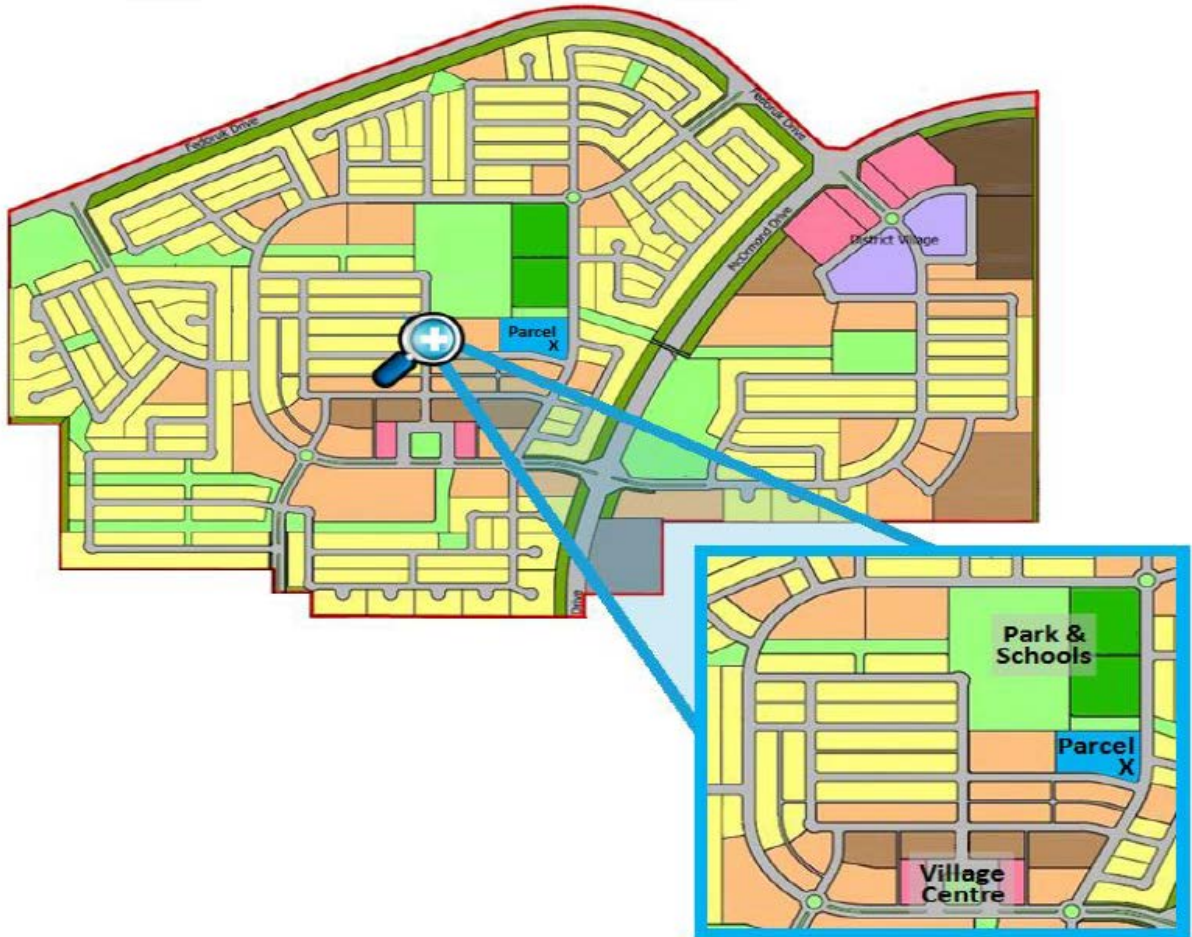
Written by: Keith Folkersen, Planner

Reviewed by: “Alan Wallace”
 Alan Wallace
 Director of Planning and Development

Approved by: “Lynne Lacroix”
 For Randy Grauer, General Manager
 Community Services Department
 Dated: “April 29, 2014”

Approved by: “Murray Totland”
 Murray Totland, City Manager
 Dated: “May 3, 2014”

Map of Proposed Project Location – 402 Manek Road



Site Plan for 402 Manek Road with Rendering



Innovative Housing Incentives Application – New Rental Construction Land-Cost Rebate Application – Villa Royale Residential Group - 1809 Edmonton Avenue

Recommendation

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

1. That a five-year incremental tax abatement of the residential taxes be applied to the 56-unit purpose-built rental expansion at 1809 Edmonton Avenue, commencing the next taxation year, following the completion of the project;
2. That a matching cash grant equal to the value of the five-year incremental tax abatement, to a maximum of \$5,000 per unit, estimated at \$166,158, be approved for this project; and
3. That the City Solicitor be requested to prepare the necessary tax abatement and incentive agreements with Villa Royale Residential Group, and that His Worship the Mayor and the City Clerk be authorized to execute these agreements under the Corporate Seal.

Topic and Purpose

Villa Royale Residential Group submitted an application to the New Rental Construction Land-Cost Rebate Program to create 56 purpose-built rental units in the Hudson Bay Park neighbourhood as an expansion on a special care home.

Report Highlights

1. Villa Royale Residential Group is proposing to build a 56-unit purpose-built rental expansion, in an area of Saskatoon with a need for seniors' housing and located on a lot well suited for the use.
3. This project is eligible to receive an incremental property tax abatement and cash grant.
4. Villa Royale Residential Group will be required to enter into an incentive agreement to ensure the units are completed on time and remain as rental stock for 15 years.

Strategic Goal

This report supports the City's long-term Strategic Goal of Quality of Life by increasing the supply, range, and location of affordable housing options for seniors.

Background

During its September 26, 2011 meeting, City Council approved a Cost-Sharing Agreement with the Province of Saskatchewan (Province) to help fund the New Rental Construction Land-Cost Rebate Program. Under this agreement, the Province covers the cost of the cash grant by matching the value of the incremental property tax

Innovative Housing Incentives Application – New Rental Construction Land-Cost Rebate Application – Villa Royale Residential Group - 1809 Edmonton Avenue

abatement with a cash grant of up to \$5,000 per unit. The agreement includes funding for a total of 1,874 units from 2011 to 2015 and requires that all units be complete by March 31, 2016. To date, City Council has approved 1,500 units under this agreement.

On July 17, 2013, City Council approved a Rezoning Agreement to facilitate the expansion of the current Villa Royale facility to include an additional 56 purpose-built rental units.

Report

On June 11, 2014, the Villa Royale Residential Group submitted an application to the New Rental Construction Land-Cost Rebate Program to help fund the 56-unit expansion consistent with the Rezoning Agreement.

Proposal To Build a 56-Unit Purpose-Built Rental Expansion

These 56 units will be apartment style with full kitchens. These units will be in addition to the existing 99 apartment units and 21 bed intermediate care home on the site (see Attachment 1 and 2). Services will include five meals per week, linen and housekeeping services, and activities. Construction started in early summer 2014, with a completion date scheduled for October 2015.

This site is located in Hudson Bay Park, adjacent to Circle Drive to the west and north, a shopping centre to the east, and a park to the south (see Attachment 3). This proposal will expand an existing seniors' facility that offers close proximity to amenities and services that residents require including transit, grocery store, coffee shop, and beauty salon.

Incremental Property Tax Abatement

The Administration has concluded that this project will qualify for an incremental property tax abatement and a cash grant of up to \$5,000 per unit under Innovative Housing Incentives Policy No. C09-002. The Assessment and Taxation Division, Asset and Financial Management Department, estimates the value of this abatement to be approximately \$166,158 or \$2,967.10 per unit over five years (presuming average tax increases of 3% annually).

The funding source for the cash grant is from the Provincial Cost Sharing Agreement, which will provide funding equal to the estimated value of the five-year residential property tax of \$166,158.

Entering Into An Incentive Agreement

In order to ensure that the units remain as rental stock for 15 years, as per Innovative Housing Incentives Policy No. C09-002, the applicant will be required to enter into an incentive agreement. Further ensuring that the units remain rental, City Council could deny approval of any condominium conversion application for these units while the incentive agreement is in effect.

Innovative Housing Incentives Application – New Rental Construction Land-Cost Rebate Application – Villa Royale Residential Group - 1809 Edmonton Avenue

Options to the Recommendation

City Council could choose to decline funding for this project. Choosing this option would represent a departure from Innovative Housing Incentives Policy No. C09-002. The Administration is not recommending this option.

Public and/or Stakeholder Involvement

A public information meeting was held for the rezoning by agreement from RM4 to RM3 on Wednesday, May 29, 2013. This application is intended to implement the planned development. Further public and/or stakeholder involvement is not required.

Communication Plan

A communication plan is not required.

Financial Implications

The funding source for the cash grant of \$166,158 is the Affordable Housing Reserve; however, the Province will reimburse the City within three months for this amount.

This project will also result in foregone revenue of the municipal portion of property taxes equalling approximately \$93,048.48 as a result of the proposed incremental property tax abatement.

Budgeted	Unbudgeted	Capital	Operating	Non-Mill Rate	External Funding
\$166,158	0	\$166,158	0	0	\$166,158

Other Considerations/Implications

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

Due Date for Follow-up and/or Project Completion

This project is slated to finish in October 2015, at which point the Administration will ensure the work has been completed. Funding will be provided upon completion of the project and closure of all building permits.

Public Notice

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

Attachments

1. Site Plan
2. Rendering
3. Site Location Map

Report Approval

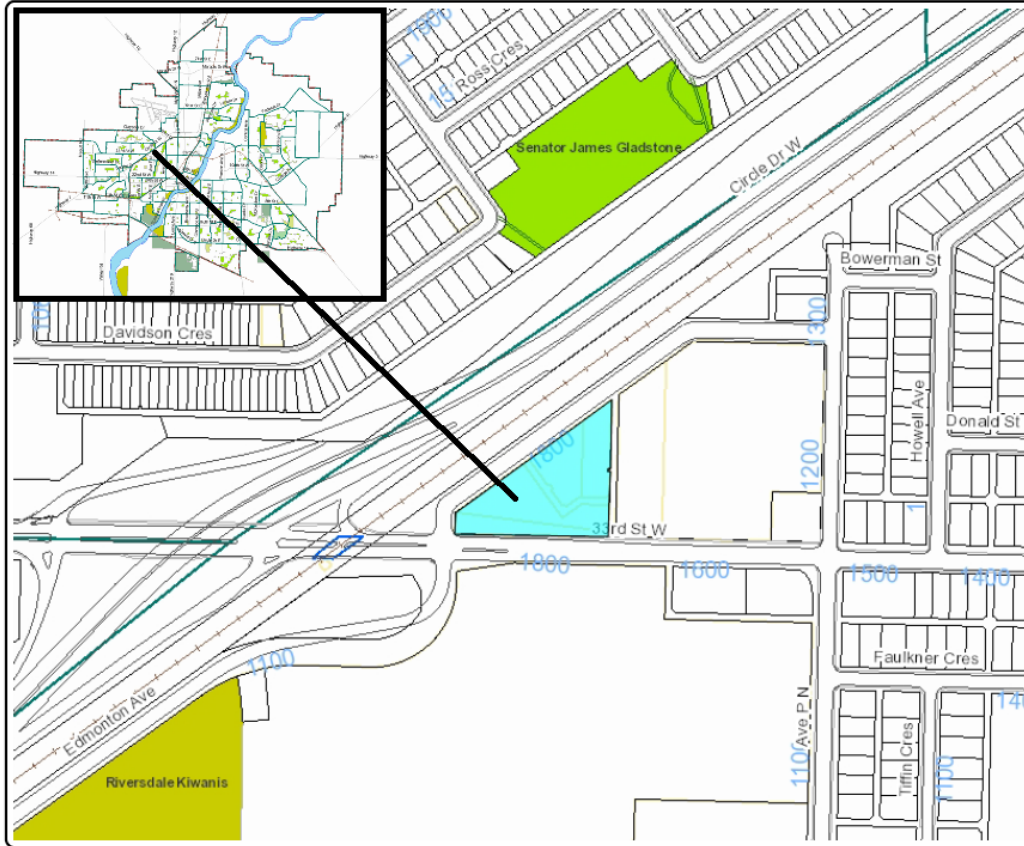
Written by: Keith Folkersen, Planner, Neighbourhood Planning Section
Reviewed by: Lesley Anderson, Acting Director of Planning and Development
Approved by: Randy Grauer, General Manager, Community Services Department


Rendering




Site Location Map

1809 Edmonton Avenue




City of Saskatoon
 Corporate GIS


LEGEND

- Curb and Pavement
 - 1
 - 3
- Sidewalks
 - 1
 - 3
- Walkways and Paths
 - 1
 - 3
- Curb and Walk Other
 - 1
 - 3
- Railway - Main
- Railway - Spur
- Pond
- Sandbar
- River
- Neighbourhood
- Ownership
- Proposed Ownership
- Lease
- Utility
- Retired Ownership
- Parks
 - Neighbourhood
 - District Park

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Distribution of Support Services and Separation Distance Between Social Agencies

Recommendation

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

1. That the Administration be directed to present this report and discuss the various approaches and options with the Riversdale Business Improvement District; and
2. That the “Humanitarian Service Facility” (Regina) definition and “Mainstreet Designation” (Ottawa) approach be investigated by the Administration in more detail and report back on feasibility, workplan, and timeline for implementation.

Topic and Purpose

The purpose of this report is to present updated information regarding the concentration of Support Service Organizations in Saskatoon, as well as to respond to an inquiry from Councillor P. Lorje regarding the possibility of introducing a separation distance requirement between such agencies.

Report Highlights

1. A wide range of social support agencies exist in Saskatoon and provide many necessary services in the community. Some agencies blend in to their area easily, but a concentration of such uses can have a negative impact on the neighbourhood.
2. In order to use a zoning strategy to address this concentration, a specific use must be defined and the approach must be applied equitably throughout the city.
3. A review of the 2014 Institutional Survey (Survey) indicates there are 142 non-accommodation based agencies and 42 accommodation-based agencies currently known to be operating in Saskatoon.
4. A variety of regulatory approaches are used by other municipalities in North America to address similar concerns about a concentration of support services and associated negative impacts to the community.
5. A range of potential regulatory tools are outlined for consideration.

Distribution of Support Services and Separation Distance Between Social Agencies

Strategic Goal

This report supports the City of Saskatoon's (City) Strategic Goal of Quality of Life by ensuring Saskatoon is a warm, welcoming, and well-managed people place. This goal is supported by increasing public perceptions of quality of life and safety and by ensuring a wide range of community facilities are accessible to those that need them.

Background

At its February 27, 2012 City Council meeting, Councillor P. Lorje made the following inquiry:

“Will the Administration please provide updated information and performance comparisons with the October 29, 2007, report regarding the concentration of Support Service Organizations in Pleasant Hill? Further, can information and comparative data also be provided for the neighbourhood of Riversdale?”

Both communities have Local Area Plans with recommendations that speak to the impact of over-concentration of such services on their neighbourhoods so a report on support service organizations for both neighbourhoods would be useful, especially in light of the planning and consultation work currently being conducted as part of the “Junction study.”

At its June 9, 2014 City Council meeting, Councillor P. Lorje made the following inquiry:

“Will the Administration please report on the possibility of introducing a “separation distance” between social agencies such as soup kitchens and missions in a manner similar to the very successful separation distance that was adopted for the location of pawn shops.

That measure was of great assistance in reducing the geographic concentration of pawn shops and resulted in opportunities for revitalization of neighbourhoods that had previously been home to several pawn shops. Perhaps this approach may assist in certain issues that appear to be the result of concentration of missions and similar social agencies.

Any other suggestions for dealing with concentrations of social agencies would also be appreciated.”

Further background is provided in Attachment 1.

Distribution of Support Services and Separation Distance Between Social Agencies

Report

Range of Social Support Agencies

Concerns continue to be expressed by the community and the Riversdale Business Improvement District (BID) regarding the concentration of support service agencies. These concerns tend to focus on uses like soup kitchens and missions and on behaviours that are occurring on public streets, sidewalks, and other communal areas. Some of these agencies can blend in to a neighbourhood or business district easily; however, the issue in the Pleasant Hill and Riversdale neighbourhoods is one of concentration.

Zoning Bylaw No. 8770 – Strengths and Limitations

While a zoning strategy cannot specifically address behaviours, it can influence the location of land uses that may attract unwanted behaviours. Zoning cannot be used to target particular client groups; therefore, any changes in zoning must be applied equally across the range of social support agencies that exist in Saskatoon.

Zoning Bylaw No. 8770 does not contain one specific definition that applies to all of these uses; a variety are used, depending on individual applications.

Accommodation-based agencies tend to be categorized as a Special Care Home or Boarding House/Apartment. The most commonly applied definitions for non-accommodation based agencies include:

- a) office;
- b) community centre; or
- c) place of worship.

2014 Update

The Administration has prepared an update to the 2007 report and shows locations of social support agencies throughout the city, Riversdale, Pleasant Hill, Downtown, and the Broadway BID (see Attachment 2). Using the City's Survey, which records employment and operational data on governmental and institutional agencies that don't require a business license, 142 non-accommodation based, and 42 accommodation-based agencies, were identified city-wide.

Review of Municipal Regulatory Approaches

The concentration and perceived impacts of such concentrations has prompted many North American municipalities to adopt a variety of regulatory regimes. Commonly used regulations include distance separations, limitations on size, good neighbour or management plans, mandatory licensing, council use permits, and inclusionary zoning (see Attachment 3).

Potential Regulatory Tools

The Administration reviewed the following approaches (see Attachment 4):

1. Establish a business license requirement for institutional agencies under Business Licensing Bylaw No. 8075 and apply a separation distance to particular uses.

Distribution of Support Services and Separation Distance Between Social Agencies

2. Create a definition in Zoning Bylaw No. 8770 to apply to specific uses that appear to attract the most off-site impacts and review appropriate locations city-wide for these uses.
3. Establish a system of corridor designations, via Official Community Plan Bylaw No. 8769 and prohibit the establishment of social support organizations along particular corridors, while still allowing them within the zoning district.
4. Engage social service providers to discuss Good Neighbour and/or Management Plans. This is a non-regulatory approach, but could yield greater benefits in a shorter period of time.
5. Enact an Interim Development Control Bylaw. This approach is not recommended without the creation of a specific definition for uses that are considered to be concentrated.

After reviewing various approaches, it is the opinion within the Community Services Department that the City of Regina's definition of "Humanitarian Services Facilities" and the City of Ottawa's approach to concentration through the designation of "Mainstreets" warrants further investigation.

Options to the Recommendation

City Council has the option to direct the Administration to pursue further investigation into any of the other approaches identified in this report.

Public and/or Stakeholder Involvement

At this time, no formal public or stakeholder involvement has occurred. Should City Council wish to pursue any of these approaches, appropriate involvement of the public and stakeholders will be identified and undertaken.

Communication Plan

The Administration will prepare a communication plan if City Council provides direction to proceed with any of the proposed regulatory approaches outlined in this report.

Financial Implications

There are no financial implications associated with the recommendations.

Other Considerations/Implications

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

Due Date for Follow Up and/or Project Completion

The Administration will present this report to the Riversdale BID Board for discussion in early 2015.

A further report on feasibility, timeline, and workplan for implementation will be brought back to Committee by Summer 2015.

Distribution of Support Services and Separation Distance Between Social Agencies

Public Notice

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

Attachments

1. Background on the Distribution of Support Services
2. Distribution of Support Service Organizations in Saskatoon Map
3. Review of North American Municipal Policies Addressing Support Services
4. Consideration of Regulatory Options

Report Approval

Written by: Lesley Anderson, Manager, Neighbourhood Planning Section

Reviewed by: Alan Wallace, Director of Planning and Development Division

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

S:\Reports\CP\2014\PDSCS – Distribution of Support Services and Separation Distance Between Social Agencies\kt
BF 10-12, BF 66-14

Background on the Distribution of Support Services

In Saskatoon, social support agencies serve a wide variety of purposes. These can range from emergency relief, basic literacy, and food provision to mentorship, health promotion, employment training, and social advocacy.

The Pleasant Hill Local Area Plan (LAP) was adopted by City Council on June 24, 2002. During the Pleasant Hill LAP process, residents identified that they felt in a direct or indirect way, high concentrations of support service organizations impact on the community in a negative way.

A report was presented to City Council in November 2007, which included a review of best practices, results of a community survey conducted in cooperation with the University of Saskatchewan, a policy review of other jurisdictions, and a comprehensive list of support services in existence at that time.

The findings of the report suggested that there are both positive and negative impacts on neighbourhoods due to the concentration of support service organizations. Positively, support service organizations may locate in an area as a reaction to existing neighbourhood socio-economic conditions and service needs. Negatively, a concentration of such organizations is viewed by some as a negative influence on the overall character of the neighbourhood.

The Riversdale LAP was approved by City Council on May 20, 2008. It included a section on Community Based Organizations (another term that can be used for Support Service Organizations). The recommendation from the Riversdale LAP was:

“That the Community Services Department work in cooperation with the Saskatoon United Way, Community-University Institute of Social Research (CUISR), Regional Intersectoral Committee, Saskatoon Health Region, and the Riversdale Business Improvement District, to create a system of tracking and mapping of community, social, health, and government services in Saskatoon that would be easily accessible by the public.”

A report on this recommendation was received by City Council on December 15, 2008.

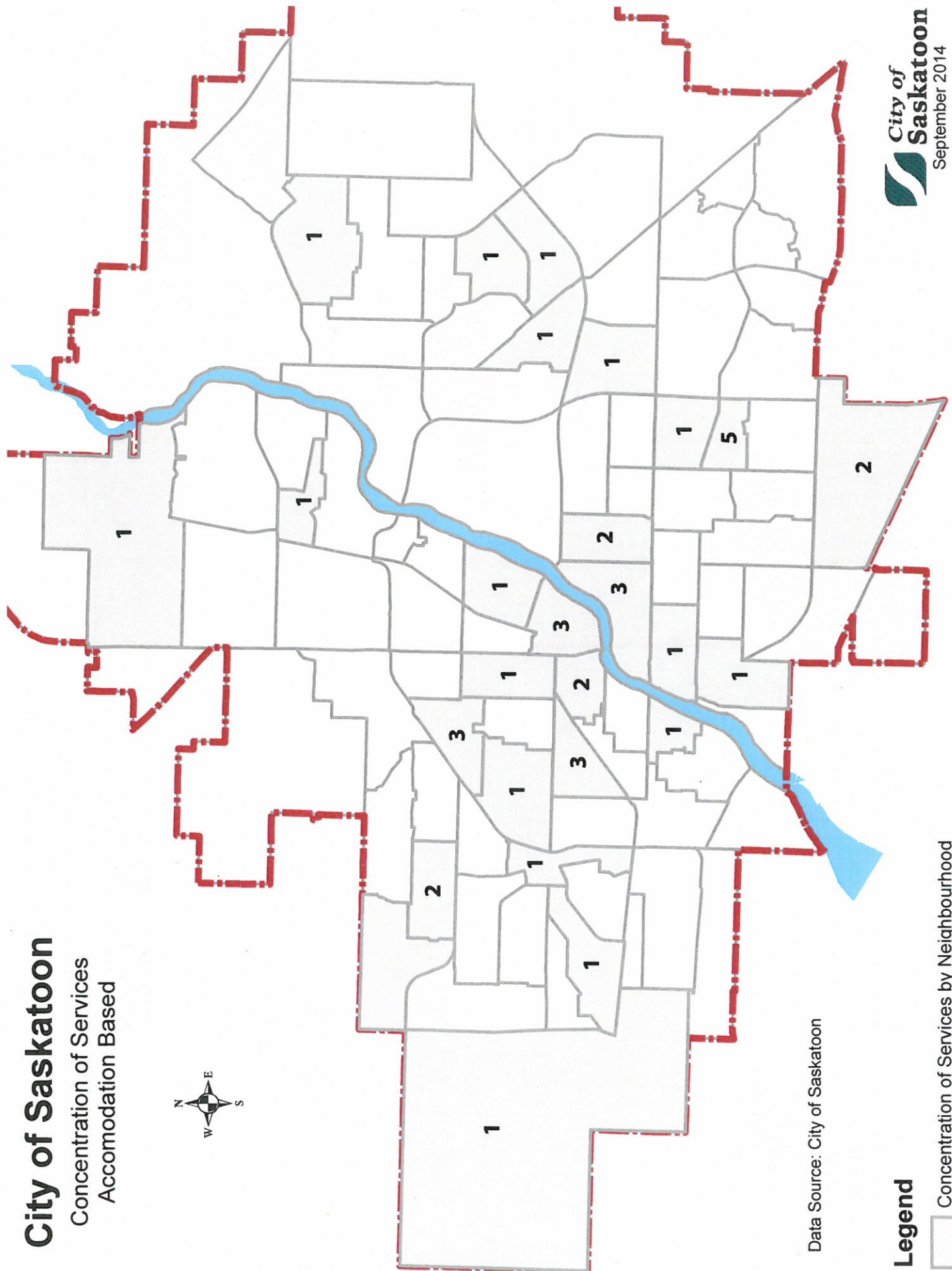
2014 City Institutional Survey

The Institutional Survey (Survey) is undertaken by the Business License and Bylaw Compliance Section, Planning and Development, on a bi-annual basis. It is intended to capture employment and space information related to all types of organizations operating in Saskatoon that do not currently require a business license. This includes non-governmental organizations, government offices, and institutions such as schools, universities, etc. The Survey was first conducted in 2006 and formed the basis for the information included in the Administration's 2007 report on the geographic concentration of support services in Saskatoon. At that time, 155 agencies were identified as support services.

The 2014 Survey was reviewed and 142 non-accommodation based uses, and 42 accommodation-based social support uses were identified. It is important to note that this cannot necessarily be considered an increase in agencies from the 2007 report, as each time the Survey is conducted more agencies are identified and added to the list; however, they may have been in existence for several years prior. In addition, the Survey may not have captured every agency in operation, at the time the Survey is conducted. Changing definitions for industry classifications (the North American Industry Classification System) has also meant that tracking increases/decreases is less reliable.

City of Saskatoon

Concentration of Services
Accommodation Based



Data Source: City of Saskatoon

Legend

□ Concentration of Services by Neighbourhood



September 2014

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City of Saskatoon

Concentration of Services in Pleasant Hill - Non-Accommodation Based



Legend

Concentration of Services

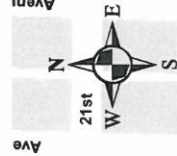
- 1
- 2 - 3
- 5

Ownership Parcels

Data Source: City of Saskatoon

City of Saskatoon

Concentration of Services in
Riversdale - Accommodation Based



Legend

Concentration of Services

- 1 (Red dot)
- Ownership Parcels (Grey rectangle)

Data Source: City of Saskatoon



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City of Saskatoon

Concentration of Services in
Riversdale - Non-Accommodation Based



Legend

- Concentration of Services
- Ownership Parcels

Data Source: City of Saskatoon



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City of Saskatoon

Concentration of Services in Central Business District Accomodation Based



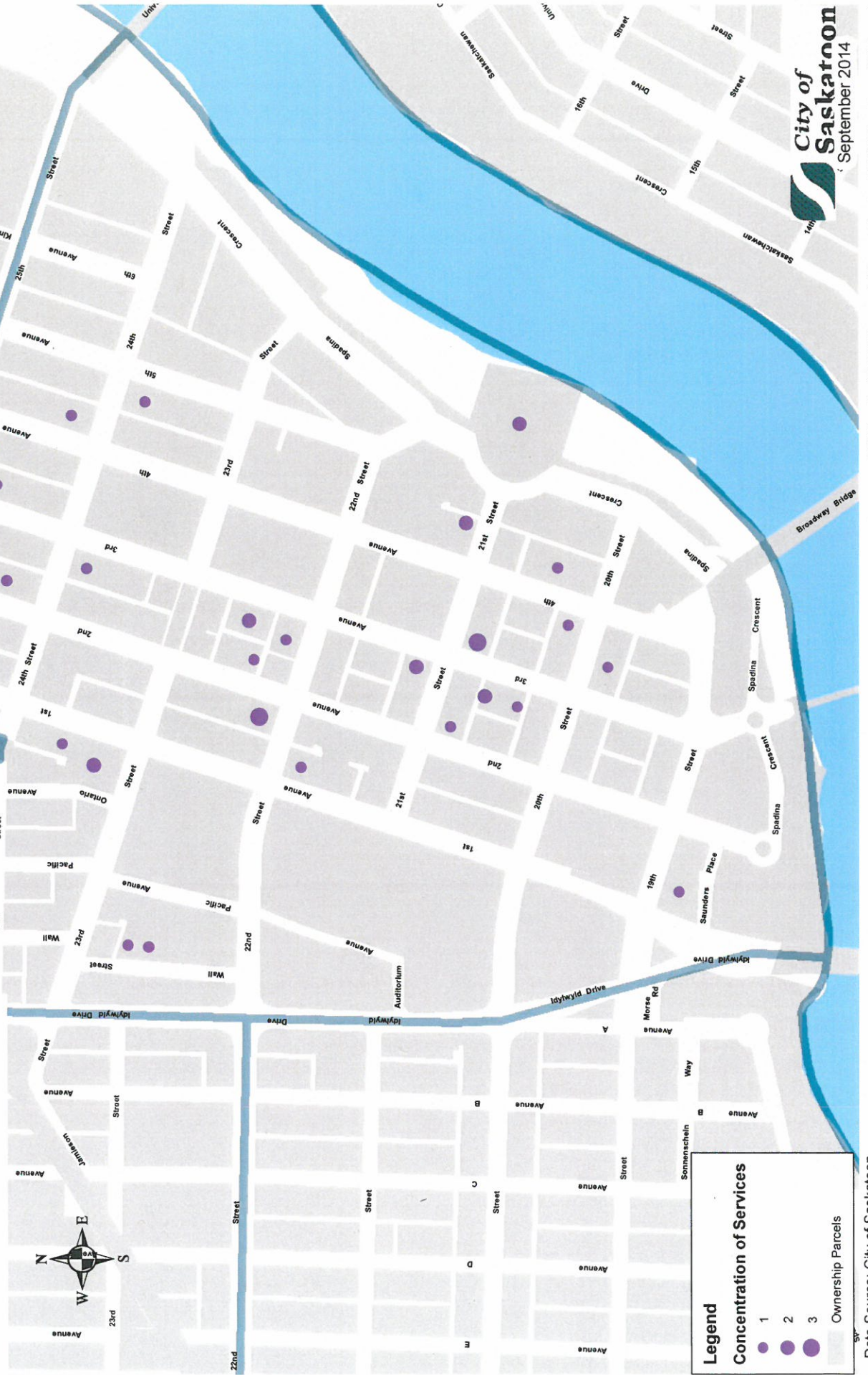
Legend

Concentration of Services

- 1 ● Ownership Parcels

City of Saskatoon

Concentration of Services in Central Business District Non-Accommodation Based



Legend

Concentration of Services

- 1
- 2
- 3

Ownership Parcels

City of Saskatoon

Concentration of Services in
Broadway BID - Accommodation Based



Legend

- Concentration of Services
- - - BID Boundary
- Ownership Parcels

Data Source: City of Saskatoon



September 2014

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City of Saskatoon

Concentration of Services in
Broadway BID - Non-Accommodation Based



Legend

Concentration of Services

- 1
- Concentration of Services
- BID Boundary
- Ownership Parcels

Data Source: City of Saskatoon



September 2014

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Review of North American Municipal Policies Addressing Support Services

Municipality	Ottawa, Ontario
Approval Mechanism	Separation Distance and Limit on Number of Shelters
Type of Use	Residential Care Facilities and Community Health and Resource Centres
<ul style="list-style-type: none"> • The City of Ottawa completed a study in 2008, to attempt to find a land use solution to the over-concentration of social services within a particular ward, and the current distribution of shelters, drop-in centres (community health and resource centres), and residential care facilities. The study was undertaken as a result on the passage of an interim control bylaw. Under <i>The Ontario Planning Act</i>, the municipality is authorized to adopt an interim control study that is to apply to a specific geographic area. • The study resulted in regulations that restricted any further development of shelters in the Ward 12 area by placing a cap of four shelters, and: <ul style="list-style-type: none"> ○ adding a prohibition against any new shelters locating on streets designated Mainstreet in the Official Plan; ○ prohibiting residential care facilities, shelters, and community health and resource centres in all Residential Zones throughout the city; ○ prohibiting residential care facilities and shelters in all Local Commercial Zones throughout the city; ○ increasing the general pool of lands available city-wide to permit shelters, residential care facilities, and community health and resource centres by permitting these uses in Commercial (non-Mainstreet and non-Local Commercial), Mixed Use and Institutional Zones, subject to regulations; and ○ increasing the minimum separation area required between shelters to 500 metres. • Developed a definition for residential care facilities: an establishment providing supervised or supportive in-house care for those who need assistance with daily living, that may also provide on-going medical or nursing care or counselling and social support services, which may include services such as medical, counselling, and personal services. • Community Health and Resource Centre: a place where members of the public are provided with health services, social support services, cultural, social, or recreational programs or life/work skills training programs and where neither overnight care nor living accommodation is available. • Community Health and Resource Centres, which include day programs, methadone clinics, needle exchanges, etc., are permitted in all commercial zones, except those designated Mainstreet or Local Commercial Areas. • The recommended zoning strategy for community health and resource centres is that the use should be permitted only as an ancillary use within a place of worship or community centre when located in a Minor Institutional or Community Leisure Zone. The ancillary use would be subject to a maximum size of 30% of the gross floor area of the building in which it is located, although the whole of a basement may be used as a community health and resource centre. This will limit the size of the use and require that it be within another building, rather than stand-alone, to minimize any land use impacts between it and the residential neighbourhood surrounding places of worship and community centres. 	

Municipality	San Diego, California
Approval Mechanism	Separation Distance and Conditional Use Permit
Type of Use	Social Service Institution
<ul style="list-style-type: none"> • Social Service Institution: an organization engaged in activities that promote social welfare, including philanthropic assistance to the sick, needy, or unfortunate. This term does not include residential care facilities, provisions for on-site residence or confinement, adult day care, alcohol recovery facilities, and parolee rehabilitation services. • Social service institutions, emergency shelters, and homeless day centers require Conditional Use Permits. The intent of these procedures is to review these uses on a case-by-case basis to determine whether and under what conditions the use may be approved at a given site. Further, the intent is that each use be developed to fully protect the public health, safety, and welfare of the community. To provide this protection, conditions may be applied to address potential adverse effects associated with the proposed use. • Homeless facilities include congregate meal facilities, emergency shelters, and homeless day centers. • No more than one congregate meal facility may be permitted within ¼ mile of an emergency shelter, a homeless day center, or another congregate meal facility, measured from property line to property line. 	

Municipality	Riverside, California
Approval Mechanism	Separation Distance
Type of Use	Shelters and Supportive Housing
<ul style="list-style-type: none"> • Zoning provisions for shelters and supportive housing have additional requirements to provide information regarding support services to be provided on-site and projected staffing levels; and rules of conduct and/or management plan. • A 5,000 foot separation distance is also required between similar uses. 	

Municipality	Burlington, Ontario
Approval Mechanism	Separation Distance
Type of Use	Residential Social Service Facilities
<ul style="list-style-type: none"> • 400 m minimum separation distance between residential social services property and/or emergency shelter property, and/or group home, and/or correctional group home. • Residential Social Service facilities are supervised by staff on a daily basis, which provides special care to persons for physical or mental deficiency, physical handicap, or other such cause. A residential service facility shall be funded, licensed, approved, or supervised by the Province of Ontario under a general or specific <i>Act</i>, for the accommodation of nine or more residents, exclusive of staff. 	

Municipality	Hamilton, Ontario
Approval Mechanism	Separation Distance
Type of Use	Residential Social Service Facilities and Emergency Shelters
<ul style="list-style-type: none"> • Emergency Shelters and Residential Care Facilities shall be situated on a lot having a minimum radial separation distance of 300 m from any lot line of such lot measured to the lot line of any other lot occupied by a Residential Care Facility, Emergency Shelter, Corrections Residence, or Correctional Facility. • No separation distances between social service establishments. 	

Municipality	Cincinnati, Ohio
Approval Mechanism	Certificate of Zoning Compliance and Social Service Committee
Type of Use	Integrated Social Service Campus
<ul style="list-style-type: none"> • An integrated social service campus called CityLink (provides a variety of integrated resources from various ministries and agencies at a single location, including services for education, mentoring, workforce development, transportation, health, wellness, and financial education). The campus faced serious opposition while in its development stages. • Following the legal battle that allowed CityLink to proceed, City Council passed a resolution to direct the City Manager to use his authority to adhere to the policy “that social service agencies and programming shall not be concentrated in a single geographic area and shall not locate in an area that is deemed impacted.” • A Cincinnati Social Service Committee (Committee) was established to develop zoning text amendments that would address definitions, location, and concentration of social service agencies in the city. The Committee consisted of a broad representation of social service providers and concerned citizens who provided feedback to city officials. • Conclusions that came out of the Committee: not all social service facilities that provide programs for the needy have negative impacts on neighbourhoods. The negative impacts repeatedly identified by residents and municipalities are more related to drug abuse and mental illness. The social service facilities providing services to chronically homeless individuals are more likely to have negative behaviours or activities occurring in close proximity. The types of uses that largely provide programs for chronically homeless individuals include addiction treatment facilities, halfway houses, homeless shelters, supportive housing, offender transitional housing, and food and meal distribution. • Identification of the uses to be regulated, precise definition of these uses, and documentation of their impacts are necessary elements in substantiating the regulations. 	

Municipality	San Antonio, Texas
Approval Mechanism	Specific Use Authorization
Type of Use	“Single Stop Facility” - Integrated Social Service Campus
<ul style="list-style-type: none"> • Human services campus: A use in which multiple structures and related grounds or portions thereof are used to provide a multitude of services, including but not limited to, the following: emergency food, medical, or shelter services; animal care facilities; schools, including educational, business, and vocational; community health care clinics, including those that provide mental health care; alcohol or drug abuse services; information and referral services for dependent care, housing, emergency services, transportation assistance, employment, or education; multi-family housing; consumer and credit counseling; or day care services for children and adults. • Haven for Hope is a community medical clinic with business and vocational programs, day care services, etc. It required C-3NA-S zoning classification. (C-3 = commercial district; NA = restricts alcoholic beverage sales; S = special use authorization). • Prior to opening, Haven for Hope did a study about homeless facilities. They found that “single-stop” facilities were the best option. The study indicated that treating the root causes of homelessness (unemployment, mental illness, substance abuse, domestic violence, poverty, a lack of affordable housing, and limited life skills) with a wide array of social services in a single and central location resulted in a 60% success rate (success is defined as a year of totally self-sufficient living). • Specific use authorizations are those uses that are generally compatible with the land uses permitted by right in a zoning district, which require individual review of their location, design, and configuration and the imposition of conditions in order to ensure the appropriateness of the use at a particular location within a given zoning district. As may be specified within each zoning district, uses permitted subject to specific use authorization review criteria may be considered only if the applicant demonstrates that: <ol style="list-style-type: none"> 1. The proposed specific use authorization shall be in compliance with all regulations of the applicable zoning district; and 2. The proposed specific use authorization shall conform to the character of the neighborhood within the same zoning district in which it is located. The proposal, as submitted or modified, shall have no more adverse effects on health, safety, or comfort of persons living or working in the neighborhood, or shall be no more injurious to property or improvements in the neighborhood than would any other use generally permitted in the same district. In making such a determination, consideration shall be given to the location, type, and height of buildings or structures, the type and extent of landscaping and screening on the site, and whether the proposed use is consistent with any policy of the master plan, which encourages mixed uses and/or densities. 	

Municipality	Mesa, Arizona
Approval Mechanism	Council Use Permit and Social Service Facility Guidelines
Type of Use	Social Service Facilities
<ul style="list-style-type: none"> • A Council Use Permit is required in some cases. When required, one component is a "Good Neighbor Policy." • Facilities are also subject to Social Service Facility Guidelines, requiring a number of operational guidelines to be met, including loitering control policy, security provisions, screening, and adequate waiting areas, both inside and outside of facilities. 	

- Mesa’s General Policy also specifies that in general, these facilities will not be located along Main Street in the Downtown Core Zoning District.

Municipality	Phillipsburg, New Jersey
Approval Mechanism	Homeless Shelter License
Type of Use	Homeless Shelter
<ul style="list-style-type: none"> • Homeless Shelter is a temporary housing facility, which may provide temporary housing for up to one month per person, for no more than 15 homeless persons at any one time. • Homeless Shelters are permitted accessory uses to any church, synagogue, mosque, or other similar place of organized worship. They shall not be permitted principal uses in any zone. • Requires homeless shelters to obtain an annual \$700 license. • Standards for denial of a license include the nature and development of the surrounding property; the proximity of churches, schools, public buildings, or other places of public gathering; the effect such business may have upon traffic conditions; the number of such other entities; the health, safety, and general welfare of the public; and the suitability of the applicant to establish, maintain, and operate a homeless shelter. 	

Municipality	Surrey, British Columbia
Approval Mechanism	Business License Requirement and Community Impact Statement
Type of Use	Community Service Uses
<ul style="list-style-type: none"> • In 2005, amendments to the Business License Bylaw were approved that required a Business License for Community Service Uses in the City Centre. • Applicants were also required to prepare a Community Impact Statement (CIS) and related study as part of a business license application for the establishment of a community service use in City Centre and required that Council approve the issuance of such a business license. • The "Terms of Reference For Preparing a CIS" call for the preparation, by the applicant, of a CIS and related study that documents the potential effects of the proposed use on the city in general, and the immediate neighbourhood within which the facility is being proposed. It must be prepared by a consultant who is not directly linked to the organization and who can complete the study in a professional and impartial manner. • The CIS must include, but is not limited to, the following elements: <ul style="list-style-type: none"> - a business/community services plan for the proposed program(s) or service(s); - a description and location of other community services in the area of the proposed use; - a description of the potential benefits and impacts of the use on the neighbourhood and on the broader community; - a summary of the consultation that was undertaken with the owners of the immediately adjacent properties and with representatives of the broader community and business sector; and - recommendations as to how the community service will be operated to ensure its continued acceptance, and regarding a means for ongoing dialogue and problem resolution with the community. • In 2008, the requirement for a CIS and study was removed and replaced with a requirement for a Good Neighbour Agreement. The removal of the CIS requirement 	

was based on experience that it was an impediment to many organizations, based on the broad definition of community services uses in the Business License Bylaw. As it was a unique requirement in Surrey, it added an extra step for non-profit organizations in Surrey that may have been competing for federal/provincial funding.

Municipality	Portland, Oregon
Approval Mechanism	Community Residential Siting Program
Type of Use	Residential Social Services
<ul style="list-style-type: none"> • In 2001, the City of Portland, Multnomah County, and City of Gresham, established a Community Residential Siting Program (Program) to advocate for an ongoing proactive exchange of information and education among providers of residential social services and community members. • The Program was discontinued in 2012, due to funding constraints and that it transitioned into a program to assist with mediation. • Best practices of the program are available, including Site Selection Guidelines for Post-Incarceration Facilities, as well as Community Involvement Strategies, Resources, and Tools. 	

Municipality	New York City, New York
Approval Mechanism	Fair Share Siting Criteria
Type of Use	Municipal Facilities and Residential Facilities
<ul style="list-style-type: none"> • New York City established "Fair Share Siting Criteria" in 1991. The process required "site planners to balance program needs and cost-effective service delivery with the effect of facilities on neighborhoods and the goal of broad geographic distribution." • The commission concluded that it could make more appropriate decisions and that siting decisions would be accepted more readily if communities were informed and consulted during the planning process. Consequently, the criteria established procedures for notifying communities early, discussing site proposals with them, and granting them the opportunity to monitor a sited facility's performance. • The criteria applied to all kinds of municipal facilities with special rules for waste management and transportation facilities, which pose unique environmental concerns and for residential facilities, which have tended to concentrate in the city's lowest income neighborhoods. • By 1993, the criteria were found to be a challenge to implement and did not assist in locating facilities or in improving community acceptance, as had been thought. 	

Municipality	Vancouver, British Columbia
Approval Mechanism	Conditional Approval Use
Type of Use	Social Service Centre or Community Resource Centre
<ul style="list-style-type: none"> • Classified as an Institutional Use, "Social Service Centre, which means the use of premises by a non-profit society: <ul style="list-style-type: none"> (a) providing information, referral, counselling, advocacy, or health care services; (b) dispensing aid in the nature of food or clothing; or (c) providing drop-in or activity space; but does not include premises used for residential 	

- purposes or Detoxification Centre.”
- Social Service Centres are generally a **Conditional Approval Use**, in multiple dwelling, commercial, and industrial zoning districts, subject to condition that the use is to be “carried on wholly within a completely enclosed building.” This condition is not unique to Social Service Centres.
 - An **operational letter** may be required during the development permit process. This would need to include a description of the operation, hours, name of operator, projected number of clients, and number of staff. An operational letter can be required for many types of uses, not limited to Social Service Centres. The letter is used during the internal review process.
 - In the West End of Vancouver, Social Service Centres are a permitted use in the commercial zoning districts, but cannot be located within 2 m of the street grade, except for their entrance. This condition also applies to any dwelling unit, club, or child care facility in these commercial districts. This area is very pedestrian oriented, and the regulation appears to be in place to ensure an active and animated street front is maintained.

Municipality	Regina, Saskatchewan
Approval Mechanism	Permitted Use
Type of Use	Humanitarian Service Facilities
<ul style="list-style-type: none"> • Humanitarian Service Facilities – the use of premises by an organization to provide social or welfare services to those in need for no fee or compensation, or at a fee recognized as being significantly less than that charged by profit-making organizations. Services typically provided by a Humanitarian Service Facility include: <ul style="list-style-type: none"> (a) information and referral services; (b) counselling; (c) skill development; (d) aid in the nature of food or clothing; (e) life skill and personal development programs; (f) alcohol, drug or substance abuse counselling or rehabilitation; and/or (g) drop-in or activity space. <p>This does not include premises used for residential accommodation. Humanitarian Service Facilities provide services directly to a client group on the premises, rather than serve only administrative functions.</p> • These facilities are permitted in a wide variety of zoning districts in Regina, discretionary in the Neighbourhood Convenience and Institutional Zones, and prohibited in the Highway Commercial and Heavy Industrial Zones. 	

Review of Best Practices

A review of best practices reveals that although many municipalities express concerns with social service agencies, little in the way of documentation of the effects of these agencies has been undertaken. In A Sound Approach to Regulating Social Service Facilities, the author, Margaret Wuerstle, suggests that jurisdictions considering new regulations should undertake to identify the uses to be regulated, precisely define the uses, and document their impacts in order to substantiate the creation of new regulations.

Consideration of Potential Regulatory Options

Each option has a range of implications, including policy and/or financial implications that affect the feasibility of the approach. These implications are outlined in brief below.

Option to License Social Support Agencies Under Business Licensing Bylaw No. 8075 and Apply a Separation Distance	
What would this accomplish?	
<ul style="list-style-type: none"> • Business licenses for institutional agencies would be required in order to impose a distance requirement similar to pawn shops. • This requirement could assist in preventing further concentration of support services. • This would also enable better data regarding agencies operating in Saskatoon. 	
Implication	Details
Financial	<p>Non-profit, government, and other institutional agencies could be required to be licensed with or without a license fee. The Business Licensing Program is self-funded, and licensing these agencies without a fee or with a subsidy may have cost implications for the program.</p> <p>This will require a community and stakeholder engagement process prior to implementation.</p> <p>The 2014 Institutional Survey identified a total of 985 agencies, which is almost 1/10 of the total number of active business licenses. It required a significant investment of staff time and is currently completed once every two years. Additional staff resources would likely be required to maintain such a database on an ongoing basis.</p>

Create a Specific Definition to Apply to the Use	
What would this accomplish?	
<ul style="list-style-type: none"> • A specific definition(s) would allow the desired uses to be regulated in a more direct manner. • Development regulations could be applied via Zoning Bylaw No. 7880 (Zoning Bylaw) to the new use. This could help identify and address typical land use impacts for new applications. • All zoning districts could be reviewed and the newly defined use could be removed from the list of permitted uses, made discretionary or specifically prohibited in particular zoning districts, as appropriate. 	
Implication	Details
Financial	This requires a community and stakeholder engagement process as it will involve amendments to the Zoning Bylaw.
Policy	This approach requires amendments to the Zoning Bylaw to create a new

	<p>definition of the use or uses in the bylaw. This may also have implications for existing uses that would fit the new definition. The existing commonly-used definitions apply to a range of organizations, so it would not be recommended to simply remove or prohibit these uses in any area of the city.</p> <p>This may create some level of controversy if there was a desire to try to define uses in a manner that would effectively regulate based on users.</p> <p>New development regulations could be added to the Zoning Bylaw to address typical land use issues that are associated with existing establishments. It cannot address off-site land use impacts.</p>
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Designate specific corridor types throughout the City where these uses would not be permitted (Main Street Designation)	
What would this accomplish?	
<ul style="list-style-type: none"> • This would create an additional level of control that recognizes the particular physical context of an area. • This approach also requires the addition of specific definitions in the Zoning Bylaw, in order to regulate their uses in these designated corridor areas. 	
Implication	Details
Financial	This requires a community and stakeholder engagement process as it will involve amendments to Official Community Plan No. 8769 (OCP).
Policy	This approach has not been used in Saskatoon. As part of Growing Forward! Shaping Saskatoon, the concept of corridor types may be brought forward. However, there would be significant staff resources required to implement this approach as it would need to apply city-wide, and associated community engagement would be required. This approach is successfully applied elsewhere, such as the City of Ottawa, who includes the designations in their Official Plan and uses them to guide urban form, transition, and urban design. This would be a new policy approach and would form a new component of the OCP.

Undertake a Management/Good Neighbour Forum with Non-Profit Agencies	
What would this accomplish?	
<ul style="list-style-type: none"> • This engagement would help communicate the desire for all community members and organizations to support efforts to strengthen neighbourhoods. • It may also help to open lines of communication with various agencies and share information and best practices. The idea is to promote discussions between the City, Riversdale Business Improvement District, and existing 	

support service agencies to discuss the goals and objectives of each organization. The goal is to identify solutions that serve to revitalize the area for everyone.	
Implication	Details
Financial	This would require stakeholder and community engagement.
Policy	A Good Neighbour Agreement or Management Plan has no legal status. It enables discussion and seeks to create problem-solving mechanisms for stakeholders.

Enact an Interim Development Control Bylaw and Conduct Study	
What would this accomplish?	
<ul style="list-style-type: none"> • This would allow for an in-depth study of this as a land use planning matter for a period of up to two years. • It may also help to open lines of communication with various agencies through the course of the study. • It would be difficult to enact prior to creating more specific definitions for uses of concern, as any prohibitions based on the broad definitions currently used could also prevent the development of desired new uses in the area. 	
Implication	Details
Financial	This would likely require in depth stakeholder and community engagement over the period of up to two years.
Policy	<i>The Planning and Development Act</i> permits the use of an interim control bylaw to allow for a land use planning matter study and amendments. A likely outcome of the study would be to propose a range of land use and/or zoning options. At this time, the Administration is not aware of any further approaches, beyond what is included in this report, that would be permitted under current legislation.

Bishop James Mahoney Park Playground Donation

Recommendation

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

That the donation of a playground structure in Bishop James Mahoney Park by the Saskatoon Christian Centre be accepted by the City of Saskatoon.

Topic and Purpose

The purpose of this report is to seek approval to accept the donation of a playground structure valued at approximately \$120,000. This playground would provide a safe and accessible place for children to play in Bishop James Mahoney (BJM) Park.

Report Highlights

1. As per Gifts and Memorials Policy No. C09-027, a programming review has been conducted. The Administration considers a playground structure an appropriate fit in BJM Park.
2. As per Gifts and Memorials Policy No. C09-027, City Council approval is required for contributions to the City of Saskatoon (City) with a total value greater than \$100,000.
3. The Saskatoon Christian Centre has selected Canadian Recreation Solutions to design and install a customized playground structure in Spring 2015.

Strategic Goal

Under the City's Strategic Goal of Quality of Life, the recommendations in this report support the long-term strategy to ensure existing and future leisure centres and other recreational facilities are accessible, physically and financially, and meet community needs. Playgrounds provide safe and accessible opportunities for children to play and be active.

Background

The Saskatoon Christian Centre submitted a Letter of Intent to the City on November 14, 2013, stating their intention to donate and install a new playground structure at an estimated cost of \$120,000 (see Attachment 1). The Saskatoon Christian Centre is requesting that the donated playground structure be located in the southwest corner of BJM Park.

Report

Playground Structure Appropriate Fit in BJM Park

The donation of a new playground structure would be a welcomed program amenity in BJM Park. A programming review of the area was conducted, and it was determined

there are no programming issues, thus, an appropriate fit for the space (see Attachment 2). The proposed playground structure is designed and supplied by Canadian Recreation Solutions for the age range of 18 months to 12 years of age. Intended users are the general community, users of the park, newcomers living in apartments on Pinehouse Drive, and students attending the Christian Centre Academy School.

City Council Approval Required as per Gifts and Memorials Policy No. C09-027

The proposed gifting of the playground to the City by the Saskatoon Christian Centre falls under Gifts and Memorials Policy No. C09-027. This policy provides guidelines for the donation of such items to the City to enhance programs, civic facilities, equipment, public parks, and open spaces. Specifically, this proposed gift would comply with the following policy guidelines:

- i. Section 3.1: Contributions
 - “c) The donor will be responsible for the cost of the item, its installation, and any applicable on-site recognition.”
- ii. Section 3.2: Location
 - “b) The City reserves the right to determine final location.”
- iii. Section 3.3: Maintenance of Contributions
 - “a) Regular maintenance will be provided by the City to keep the contribution in a safe and useable condition. Items that are contributed will not be replaced if they have deteriorated beyond repair, or if they are damaged due to theft or vandalism. The donor will be informed of this condition as part of the terms of acceptance of the contribution.”
- iv. Section 3.4: Recognition
 - “b) A plaque may be allowed where it can be incorporated into the item that is contributed. The City shall not allow plaques for recognition of donor trees, except in the case of the Veteran’s Memorial at Woodlawn Cemetery. The plaque design and text must be submitted to the City for approval.”

Given that this playground structure has an estimated value of \$120,000 and is being donated to the City, acceptance of the donation requires City Council approval.

Structure and Design

The proponent has worked diligently with the Administration to finalize the proposed playground structure and landscaping plans, based on the City’s specifications for new park developments (see Attachment 3).

The Letter of Intent submitted November 14, 2013, by the Saskatoon Christian Centre included a request for a rope climbing apparatus in the design of the playground structure. Certain materials within the original apparatus’ design did not meet the City’s specifications. As of Fall 2014, the Saskatoon Christian Centre has indicated that the supplier has found a material for the climbing apparatus that does fit within City specifications.

Options to the Recommendation

City Council may choose not to accept the donation of a playground structure in BJM Park. The Administration does not recommend this option because the addition of a playground structure to BJM Park is a positive amenity to the area and would be of great benefit to the surrounding community.

Communication Plan

The Community Association and BJM High School will be informed about the project and kept up-to-date on construction timelines in the Park.

Policy Implications

This recommendation is in accordance with Gifts and Memorials Policy No. C09-027.

Financial Implications

Operating implications to the City for this playground structure will be \$3,500 per year and has been included in the 2015 operating budget. This amount will cover the cost for mandated monthly inspections, vandalism, graffiti, maintenance, repairs, and garbage removal.

Operating	External Funding
\$3,500	\$120,000

Safety/Crime Prevention Through Environmental Design (CPTED)

The CPTED Review Committee assessed the playground structure designs and site layout. All recommendations brought forward by the Review Committee have been addressed and accommodated.

Other Considerations/Implications

There are no public and/or stakeholder involvement, environmental, or privacy implications or considerations.

Due Date for Follow-up and/or Project Completion

If approved, the playground structure will be installed in BJM Park in the Spring of 2015.

Public Notice

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

Attachments

1. Letter of Intent
2. Map of Proposed Location
3. Canadian Recreation Solutions – Playground Design

Report Approval

Written by: Kara Lackie, Open Space Consultant, Recreation and Sport
Reviewed by: Cary Humphrey, Director of Recreation and Sport
Approved by: Randy Grauer, General Manager, Community Services Department



Saskatoon
Christian Centre

Letter of Intent

Thursday, November 14, 2013

Ms. Chelsie Schafer
City of Saskatoon – Leisure Services
222 – 3rd Avenue North
Saskatoon, SK S7K 0J5



Dear Ms. Shafer:

RE: Playground Donation – Saskatoon Christian Centre

Thank you so much for your email of September 18, and for meeting with us that same day.

Please take this letter as our formal confirmation that we wish to proceed with the donation and installation of playground apparatus, to be located at B.J.M. Park.

- It is our intention to donate the equipment and installation.
- The cost of the equipment is approximately \$62 460.00, plus site prep.
- It is our intention that our contribution be final with the donation, and that the City assume ongoing maintenance.
- A Concept Plan of the Playground Equipment is attached – according to City of Saskatoon standards. (* see note below).
- Images of the Concept Plan are attached.
- Site Concept Plan – it is our preference that the City suggest a preferred site, based on our discussions. We wish to minimize any unnecessary alterations to the existing park, such as conflicts with irrigation, trees, or other vegetation. Existing trees can fall within the footprint of our plan, and we can work the equipment around them as much as possible.

*NOTE: We have enclosed a letter from Canadian Recreation Solutions confirming Little Tikes Commercial Equipment Compliance with City of Saskatoon standards, with

Saskatoon Christian Centre

102 Pinehouse Drive, Saskatoon, Saskatchewan, S7K 5H7, Canada

Telephone: 306.242.2844 Facsimile: 306.242.8229 E-Mail: info@christiancentre.ca

one exception. The City's standards specify that a rope apparatus is unacceptable. Our original plan includes a rope apparatus. Would you consider waiving this requirement, as we are advised that the equipment we are purchasing meets CSA standards, and we believe other playground structures in the city include rope apparatus? Please advise.

The intended age range is from toddler to teen. Intended users are the community in general, users of the park, newcomers who live in the apartments on Pinehouse Drive, and of course, the kids attending our school. Our intention is to donate this playground to the city as a gift, for public use.

Please advise me of any concerns or questions you may have as soon as possible, and notify me if you require anything else to proceed to the next step. Otherwise, we request that you proceed with obtaining whatever approvals are necessary. We would like to order the equipment this month (for 2013 pricing), so the sooner we get a green light from you, the better.

Should you have any questions or concerns regarding this matter, I would be pleased to assist you. I may be reached at 306-242-2844, or by email at cmacewan@christiancentre.ca.

Thank you for your assistance in this matter.

Sincerely,

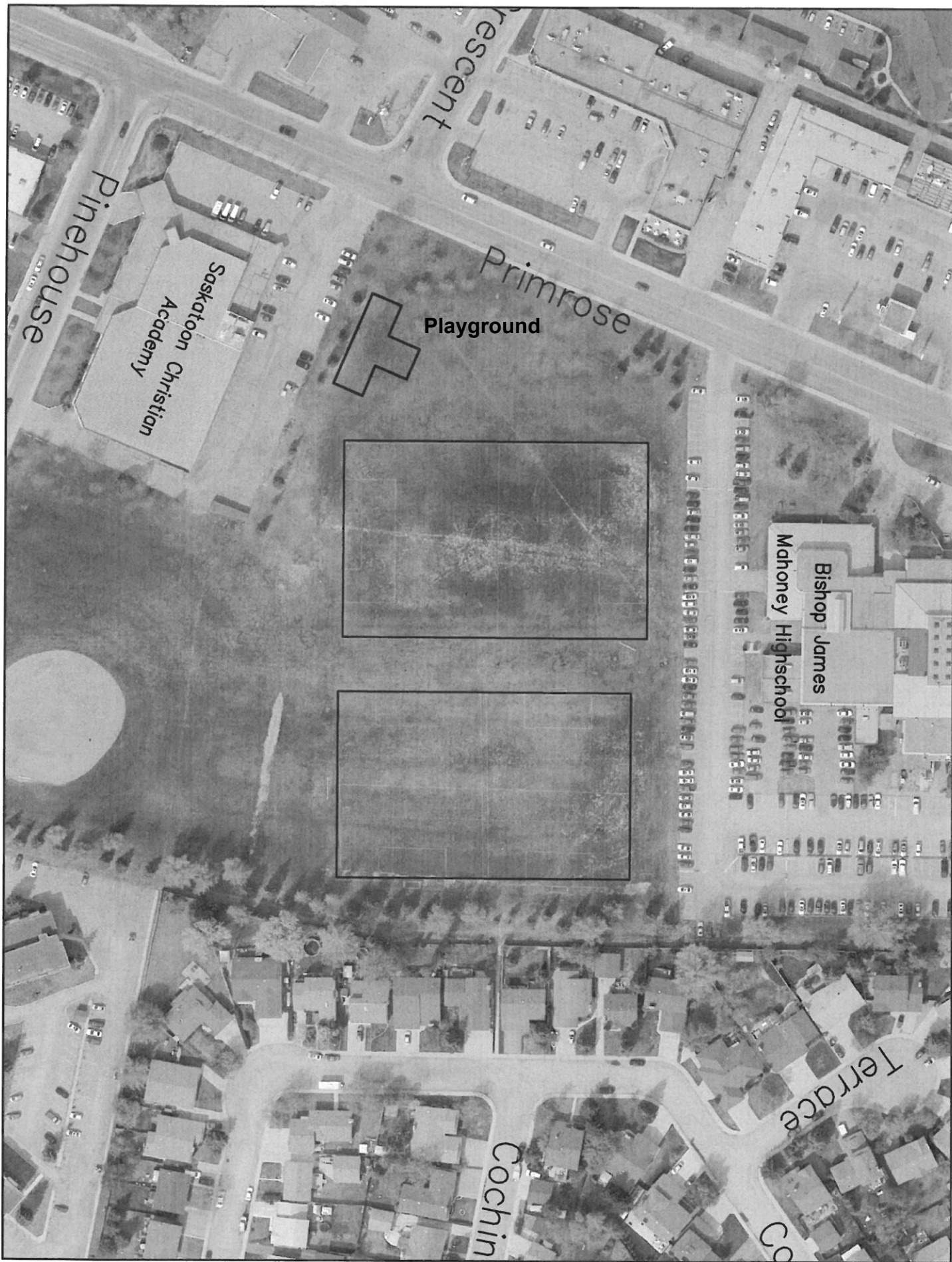


Chris Macewan
Administrator

Cc: Brad Babyak,
City of Saskatoon - Leisure Services

Attachments:

- Play equipment design
- Warrnty
- 3d pictures/design
- Layout drawing
- Compliance letter





Project:
**Saskatoon
 Christian Centre**
 Project No.
 LH762_41706772905_2
 Drawn: 2014-11-03
 Presented By:



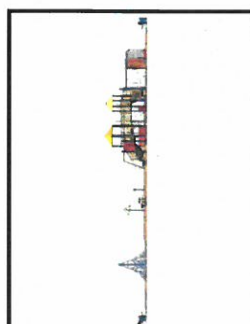
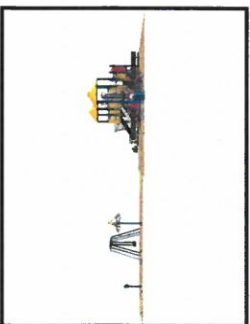
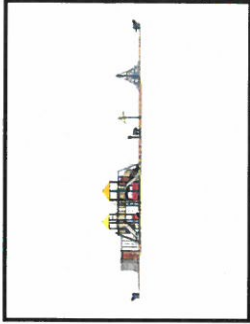
Jedd Russell
 Canadian Rec Solutions Inc
 (780) 570-1123



This play equipment meets the requirements of CSA Z614-07 for children 18m-12 years old. Not all equipment may be appropriate for all children. Supervision is required.



PlayPower LT Canada, Inc.
 800-265-9953 www.litcps.com



Allotment Garden Information

Recommendation

That the report of the General Manager, Community Services Department, dated December 1, 2014, be forwarded to City Council for information.

Topic and Purpose

To provide City Council with information about the City of Saskatoon's (City's) allotment garden program, specifically: the decommissioning of the existing allotment garden, possible future relocation plans for the existing allotment garden, potential program expansion to multiple locations, and to outline the capital costs and operating impacts associated with establishing a new allotment garden.

Report Highlights

1. Since 1980, Parks has offered garden plot rentals through an Allotment Garden Program located in the Westview neighbourhood, which will continue through 2015 with approximately 85 plots available for rent.
2. The Administration has reviewed the current Allotment Garden Program and identified potential future locations, as well as approximate costs for future allotment garden development.
3. The Administration has identified strategies that will move the allotment garden program closer to 100% cost recovery.

Strategic Goals

Under the City's Strategic Goal of Culture of Continuous Improvement, the information in this report supports the long-term goal of improving customer service. The information also supports the long-term goal of community building initiatives and community investment under the Strategic Goal of Quality of Life. Also, the information received will support the long-term strategy to increase revenue sources and reduce reliance on residential property taxes under the Strategic Goal of Asset and Financial Sustainability.

Report

Allotment Garden Program

Since 1980, Parks Division has offered garden plot rentals through an Allotment Garden Program and will continue in its current location through 2015, with approximately 85 plots available for rent.

The program operates on a 2.5 acre parcel of land in the Westview neighbourhood (see Attachment 1) that is fenced and fully irrigated with a gravel roadway and parking lot that supports the gardeners' operations. Only 71 plots were rented in 2014 due to

Allotment Garden Information

some plot areas being too wet to support gardening activities. Currently, there is a waiting list of 13 gardeners who wish to obtain a plot for the 2015 season.

The City provides maintenance and administration necessary to operate a successful Allotment Garden Program, including initial spring rototilling, demarcation of plots, maintaining the irrigation system, phone/mail out communication to gardeners, cleaning abandoned plots, fence line trimming and winterizing the site in the fall.

The City administers the Allotment Gardening Program on a fee for service basis. City Council has approved that allotment gardens will achieve 100% cost recovery; however, given the current layout, drainage issues and resources required to maintain the gardens, the plot rental rates are not currently sufficient to meet this goal.

The Allotment Garden Program provides individuals with relatively large (1,000 square feet) garden plots for the purpose of food production. Allotment gardeners are able to grow exactly what they want, when they want, and how they want. The food that is produced is consumed by the gardener and his/her family and friends. This is a distinct style of gardening that is not served by the current Community Gardening Program.

Saskatoon Land intends to develop the land currently being occupied by the allotment gardens. Development of the area will require the closure of the current garden area in the fall of 2015.

Future Allotment Garden Development

The Parks, Community Development, Recreation and Sport, and Saskatoon Land Divisions have reviewed the feasibility and availability of viable land to construct a new allotment garden.

The Administration investigated two scenarios to secure land to support a new allotment garden, including land purchase or utilizing City-owned land.

Utilization of City-owned land was found to be a better option which would result in an accessible and cost-effective provision of the allotment garden service. Consideration was given to operating the allotment gardens on various parcels of City-owned land, such as right-of-way's (ROW), buffers, utility corridors, and Municipal Reserve (MR) that is being developed, as well as existing park sites. Securing land for allotment garden development on MR is a good option due to:

- a) lower costs of development;
- b) gardening activity in otherwise underutilized areas of MR; and
- c) many accessible locations could be considered.

The City Solicitor's Office has confirmed that under sections 192 and 199 of *The Planning and Development Act, 2007*, allotment gardens could be developed and operated on MR.

Allotment Garden Information

The Administration has reviewed potential locations for future allotment gardens and confirmed that the Allotment Garden Replacement Strategy needs to consider long-term, well-planned, permanent locations. The criteria used when considering locations included:

- a) cost to develop;
- b) safety;
- c) community acceptance;
- d) long-term accessibility;
- e) good current access;
- f) adequate parking;
- g) potential for expansion;
- h) good soil quality and drainage;
- i) timing to support allotment garden operations in 2016; and
- j) recognition of best practices relating to allotment gardens.

Many sites were considered and assessed with respect to the above criteria. The following three locations were recommended as the preferred sites for future allotment gardens:

- a) Silverwood Industrial Park MR (see Attachment 2);
- b) MR north of Richardson Road (see Attachment 3); and
- c) undeveloped district or industrial MR in the Holmwood sector.

All locations are in various stages of development with Silverwood Industrial Park being the only location that could support allotment garden operations as soon as 2016. Saskatoon Land confirmed the earliest an allotment garden could be developed on MR in the north east corner of Hampton Village would be in 2016 with operations starting in 2017. An allotment garden in the Holmwood sector would be a longer-term initiative with development and construction not occurring for another two to four years.

The demand for allotment garden plots will require review on an annual basis to determine if there is a requirement for additional garden plots or if an expansion of the program to include multiple allotment garden locations throughout the city is necessary.

The cost to develop a new allotment garden on City-owned land has been estimated at about \$110,000 per acre (see Attachment 4) given a site with grades that support good drainage and a location where a water source is within close proximity.

Proposed Capital Project No. 1578 (Silverwood Industrial Park Area) has been initiated in response to the need for a replacement allotment garden area for the 2016 season. The allotment garden will be developed in conjunction with park development that will include an athletic field, parking lot, as well as other amenities. The 2015 Capital Project No. 1578 budget includes \$378,000 for the design and construction of a 2.5 acre allotment garden and \$125,000 to design the remaining 8.3 acres of park space. The remaining park space will be constructed in 2016. A higher cost of garden development is expected at this site as current grades are low and drainage concerns will have to be

Allotment Garden Information

mitigated with installation of fill, topsoil, and drainage infrastructure to ensure site conditions provide an adequate soil environment for gardening.

Operating Impact of Allotment Garden Program

City Council has approved a 100% cost recovery rate for the Allotment Garden Program. Currently, the program is not at 100% cost recovery. The cost to operate the Allotment Garden Program in 2014 was approximately \$7,200. Revenues received from rentals totaled \$5,500. Parks will fund the shortfall of approximately \$1,700 through approved operating budgets (mill rate).

The Administration is considering the following initiatives to minimize the operating impact of this program:

- a) increasing current rental rates of \$77 per plot, per season, and ensuring rates are reviewed on an annual basis; and
- b) designing and constructing new allotment gardens in a way that will minimize the City's maintenance requirements.

Public and/or Stakeholder Involvement

Current allotment gardeners have been notified of the closure of the current location in the fall of 2015.

Communication Plan

Allotment gardening plans for 2016 will be communicated to existing and potential new gardeners as new location(s) are developed. A meeting with gardeners will be called in early 2015 to review the plans for the City's Allotment Garden Program and solicit feedback that could help with the future development. Residents in the vicinity of the MR in Silverwood Industrial will be engaged on the design and construction of the proposed allotment garden and sports field development.

Financial Implications

The proposed funding source for the 2015 allotment garden design and construction at the Silverwood Industrial Park location is the Dedicated Lands Reserve. Refer to Capital Project Number 1578. A combination of increased fees and lower maintenance requirements will be implemented and will move the program closer towards 100% cost recovery.

Other Considerations/Implications

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

Due Date for Follow-up and/or Project Completion

There will be a need to bring forward detailed cost recovery strategies for the program prior to the 2015 allotment gardening season.

Public Notice

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

Allotment Garden Information

Attachments

1. Current Allotment Garden Location
2. Allotment Garden Location in Silverwood Industrial Park
3. Potential Allotment Garden Location in Hampton Village
4. Estimate for Development of Allotment Garden

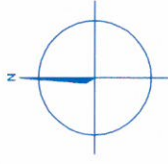
Report Approval

Written by: Darren Crilly, Director of Parks, Community Services Department

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

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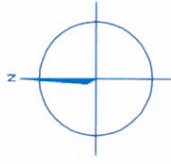
Attachment 1: Current Allotment Garden Location



Existing Garden Plots



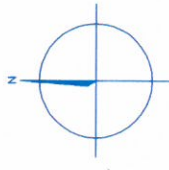
Attachment 2: Allotment Garden
Location in Silverwood Industrial
Park



Silverwood Industrial Garden Plots



Attachment 3: Potential Allotment Garden Location in Hampton Village



Hampton Village Garden Plots



Estimate for Development of Allotment Gardens

Development Item		Cost per Acre
Parking Lot Expansion		\$12,000
Road Construction		\$12,000
Irrigation System		\$24,000
Irrigation Service Connection		\$12,000
Soils and Compost Addition		\$18,000
Tilling		\$1,500
Soil Testing		\$1,800
Fence		\$3,600
Site Survey		\$1,800
Grading		\$2,800
Design		\$7,600
Contingency		\$9,600
	Total	\$106,700