



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

Monday, April 3, 2017, 9:00 a.m.

Council Chamber, City Hall

Committee:

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

Pages

1. CALL TO ORDER

2. CONFIRMATION OF AGENDA

Recommendation

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

3. DECLARATION OF CONFLICT OF INTEREST

4. ADOPTION OF MINUTES

Recommendation

That the minutes of Regular Meeting of the Standing Policy Committee on Planning, Development and Community Services held on March 6, 2017 be approved.

5. UNFINISHED BUSINESS

6. COMMUNICATIONS (requiring the direction of the Committee)

6.1 Delegated Authority Matters

6.1.1 Communications Commenting on Concept of Saskatoon as a Sanctuary City [File No. CK 100-21]

8 - 13

The following emails have been received and are provided on the above matter:

- Lloyd Beazley, dated March 6, 2017;
- Jason Berry, dated February 2, 2017;

- Don Meister, dated February 24, 2017;
- Tim Reimer, dated February 25, 2017; and
- Donna Nelson, dated March 2, 2017.

Recommendation

That the information be received.

6.2 Matters Requiring Direction

6.2.1 Proposed 2018 Budgets - Advisory Committees

The following budget proposals are provided for the Committee's consideration for placement in the 2018 Business Plan and Budget document for review by City Council at the appropriate time:

1. Public Art Advisory Committee - \$6,000 (an increase of \$2,000 from the approved 2017 budget of \$4,000) - The Public Art Advisory Committee has requested consideration of the increase to assist in preliminary planning costs for an upcoming art conference, The Creative City Network of Canada 2019, to be held in Saskatoon in 2019.
2. Municipal Heritage Advisory Committee - \$17,900 (same as 2017 budget) - The Municipal Heritage Advisory Committee has requested consideration of the proposed budget for conference, education and awareness initiatives.
3. Advisory Committee on Animal Control - \$21,300 (same as 2017 budget) - The Advisory Committee on Animal Control has requested consideration of the proposed budget for public education and awareness campaign initiatives.
4. Municipal Planning Commission - \$5,000 (same as 2017 budget) - The Municipal Planning Commission has requested consideration of the proposed budget for educational purposes for attendance at local, provincial and national conferences.

Recommendation

That the direction on Committee issue with respect to the inclusion of the above proposed budgets of the Public Art Advisory Committee, Municipal Heritage Advisory Committee, Advisory Committee on Animal Control and Municipal Planning Commission for inclusion in the 2018 Business Plan and Budget for consideration by City Council at that time.

6.3 Requests to Speak (new matters)

- 6.3.1 **Wanda Martin, Saskatoon Bridge City Chickens, Proposed 18 Month Urban Hen Pilot Project [File No. CK 151-1]** 14 - 57

A letter dated March 27, 2017 from Wanda Martin, Saskatoon Bridge City Chickens, submitting a proposal for a Saskatoon Urban Hen Pilot Project, is provided.

Communications in support of the proposal have also been received from the following:

- Amanda Doran, dated March 28, 2017;
- Anna Cole, dated March 28, 2017;
- Elya Lam, dated March 28, 2017;
- Meghan Fossenier, dated March 28, 2017;
- Mitchell Preston, dated March 28, 2017; and
- Barbara Hanbidge, dated March 27, 2017.

Recommendation

That the information be received.

7. REPORTS FROM ADMINISTRATION

7.1 Delegated Authority Matters

- 7.1.1 **Land Use Applications Received for the Period from February 16, 2017 to March 15, 2017 [File No. CK 4000-5 and PL 4350-1]** 58 - 64

Recommendation

That the April 3, 2017 report of the General Manager, Community Services Department be received as information.

- 7.1.2 **The Business Profile - Annual Report 2016 [File No. CK 430-76 and PL 4005-9]** 65 - 78

Recommendation

That the April 3, 2017 report of the General Manager, Community Services Department be received as information.

- 7.1.3 **Inquiry - Former Councillor P. Lorje (May 21, 2013) - Proposed Slope Development Land Use Controls - Progress Report [File No. CK 4110-1, xCK 540-1, xCK 4000-1 and PL 540-1 (BF No. 28-13)]** 79 - 80

Recommendation

That the April 3, 2017 report of the General Manager, Community Services Department be received as information.

- 7.1.4 Growth Plan to Half a Million - Corridor Planning Program [File No. CK 6330-1, x4110-2 and PL 4110-78-1] 81 - 87**

Recommendation

That the April 3, 2017 report of the General Manager, Community Services Department be received as information.

- 7.1.5 Asbestos Awareness Initiatives - Building Standards Division [File No. CK 530-1 and PL 541-6; (BF 092-15)] 88 - 91**

Recommendation

That the April 3, 2017 report of the General Manager, Community Services Department be received as information.

- 7.1.6 City-Wide Office Development Policy Review - Discussion with the Development Community [File No. CK 4125-1 and PL 4110-12-8-1 (BF No. 010-16)] 92 - 137**

A PowerPoint Presentation will be provided by the Administration.

Recommendation

That the April 3, 2017 report of the General Manager, Community Services Department be received as information.

- 7.1.7 Development of the Swale - Response to Northeast Swale Watchers' 12 Points [File No. CK 4131-5 and PL 181-14] 138 - 159**

The Standing Policy Committee on Environment, Utilities and Corporate Services considered the March 13, 2017 report on the above matter and resolved, in part, that a copy of this report be forwarded to the Standing Policy Committee on Planning, Development and Community Services for information. An excerpt from the Committee's March 13, 2017 meeting is also provided.

Recommendation

That the information be received.

7.2 Matters Requiring Direction

- 7.2.1 Hudson Bay Park/Mayfair/Kelsey-Woodlawn Community Association Request to Declare Upgrades to the Outdoor Rink in Henry Kelsey Park as a Municipal Project [File No. CK 4205-1] 160 - 165**

and RS 158-HB]

A letter has been received from Diane Bentley, President, Hudson Bay Park/Mayfair/Kelsey Woodlawn Community Association with respect to the April 3, 2017 report of the General Manager, Community Services Department. Ms. Bentley will also be in attendance to answer questions.

Recommendation

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

1. That the upgrades to the outdoor rink in Henry Kelsey Park be approved as a municipal project; and
2. That the acceptance of donations and issuance of appropriate receipts to donors contributing to the project, be authorized.

7.2.2 2015 to 2016 Youth Sport Subsidy Program Overexpenditure [File No. CK 1720-3-1 and RS 1720-8-1] 166 - 170

Recommendation

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

1. That approval be provided to fund the overexpenditure in the Youth Sport Subsidy Program, 2015 to 2016 subsidy year, in the amount of \$37,969.36 from the Reserve for Unexpended Youth Sport Subsidy Funds; and
2. That the recommended revision to the City of Saskatoon Reserves for Future Expenditures Policy No. C03-003, as detailed in the April 3, 2017 report of the General Manager, Community Services Department, be approved.

7.2.3 Partnership Agreement - Saskatoon Forestry Farm Park and Zoo and Foothills Research Institute - Grizzly Bear Program [File No. CK 4205-8 and RS 4206-FO-1] 171 - 175

Recommendation

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

1. That the partnership agreement between the Saskatoon Forestry Farm Park and Zoo and the Foothills Research Institute, as described in the April 3, 2017 report of the

General Manager, Community Services Department, be approved; and

2. That the City Solicitor be requested to prepare the appropriate agreement and that His Worship the Mayor and the City Clerk be authorized to execute the appropriate agreement under the Corporate Seal.

7.2.4 Offer to Donate Neon Light Installation Entitled Land of Berries [File No. CK 4040-1 and RS 1870-13] 176 - 180

Recommendation

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

1. That the donation of the neon light installation entitled Land of Berries from artist Tony Stallard be accepted by the City of Saskatoon, as recommended by the Public Art Advisory Committee and Civic Administration;
2. That the Office of the City Solicitor be requested to prepare the necessary agreement, evidencing the donation for signing by the artist, the Mayor, and the City Clerk; and
3. That the Office of the City Solicitor be requested to prepare the necessary agreement with Persephone Theatre to allow for the display of the artwork on the Remai Arts Centre/Persephone Theatre building.

7.2.5 Municipal Utility Parcel Designation for Parcel XX in Recovery Park along Valley Road [File No. CK 7830-4-2, AF 4110-1 and LA 4300-5] 181 - 183

Recommendation

That the Standing Policy Committee on Planning, Development and Community Services recommend to City Council that the Administration be authorized to designate Parcel XX in Recovery Park as a “Municipal Utility” parcel as outlined in the April 3, 2017 report of the General Manager, Community Services Department.

7.2.6 Revised On-Street Mobile Food Truck Policy No. C09-039 [File No. CK 300-11 and PL 300-3 (BF No. 09-15 and 019-16)] 184 - 200

Recommendation

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

1. That the proposed amendments to On-Street Mobile Food Truck Policy No. C09 039, as outlined in the April 3, 2017 report of the General Manager, Community Services Department, be approved; and
2. That proposed amendments to the parking meter hooding fees for on-street mobile food trucks, as outlined in the April 3, 2017 report of the General Manager, Community Services Department, be approved.

8. **MOTIONS (notice previously given)**

9. **GIVING NOTICE**

10. **URGENT BUSINESS**

11. **IN CAMERA SESSION (If Required)**

12. **ADJOURNMENT**

From: City Council
Sent: March 06, 2017 9:47 AM
To: City Council
Subject: Form submission from: Write a Letter to Council



Submitted on Monday, March 6, 2017 - 09:47
Submitted by anonymous user: 174.2.171.16
Submitted values are:

Date: Monday, March 06, 2017
To: His Worship the Mayor and Members of City Council
First Name: Lloyd
Last Name: Beazley
Address: 223 Peberdy Court
City: Saskatoon
Province: Saskatchewan
Postal Code: S7K 7N4
Email: fwapts@shaw.ca

Comments: I would like to comment on the trend of cities declaring themselves sanctuary cities. While I am all for protecting the most vulnerable people I fail to understand the logic in willingly supporting anyone who breaks our laws. The laws were enacted to protect our society and our elected officials have a sworn duty to uphold them, for Saskatoon Councilors this is outlined in the Code of Ethics each city councilor takes on assuming office. If a person will knowingly break any laws necessary to enter a country how naïve to expect that they will have any respect for the law afterwards especially if any elected official charged with upholding the law condones and supports their illegal action. I understand a request has or may be made for Saskatoon to declare itself a sanctuary city. I respectfully ask City Council to reject the idea and support our laws and due process. There are ample ways to support vulnerable persons without encouraging a disregard for the law.

The results of this submission may be viewed at:
<https://www.saskatoon.ca/node/398/submission/154080>

From: City Council
Sent: Thursday, February 02, 2017 9:18 AM
To: City Council
Subject: Form submission from: Write a Letter to Council

Submitted on Thursday, February 2, 2017 - 09:18
Submitted by anonymous user: 207.195.32.199
Submitted values are:

Date: Thursday, February 02, 2017
To: His Worship the Mayor and Members of City Council
First Name: Jason
Last Name: Berry
Address: 7-111 St. Lawrence Crescent
City: Saskatoon
Province: Saskatchewan
Postal Code: S7L1G7
Email: landjberry@gmail.com
Comments:
Good day Mayor and Council.

I wanted to express my support and urge my city council to expedite a plan to expand our assistance to Immigrants who have come here via the Prime Minister Trudeau's immigration plan as well as the potential influx of immigrants looking for refuge in the event of the Republican Travel Ban on Muslim's from numerous countries to the United States.

With last week's announcement from Premier Wall to offer support to those stranded by the travel ban to the rally in Regina in support of helping immigrants. I would like to call on my city council to work with our Premier and the City of Regina to come up with a comprehensive plan for Saskatchewan to assist people that were hoping to seek refuge in the United States.

I would also be very supportive of the City working with the councils of Regina, Calgary, Edmonton and Winnipeg to follow the lead of Hamilton and Toronto and become cities of Sanctuary. I know our little city is a remote location far from the U.S. border but through the Kinsmen Club of Saskatoon I have been able to see first hand those who have come to Saskatoon and the support we have offered as they try to rebuild their lives and enjoy peace and prosperity.

Nearly 100 years ago my Great Grandparents and thousands like them fled the terrors of WW1 and later Stalin and left Ukraine to find peace and prosperity in Saskatchewan. I see no reason that we cannot extend the same opportunities to the people from war-torn places such as Syria, Iraq and numerous African conflicts.

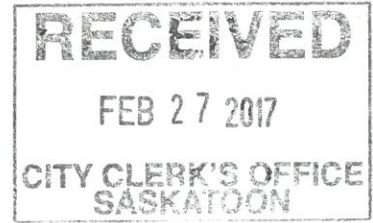
These times of strife, chaos and war make the world feel like a dark place. I see no reason our city, our province and our country can't try to be a beacon of light.

Thank You,

Jason Berry

The results of this submission may be viewed at:
<https://www.saskatoon.ca/node/398/submission/144103>

From: City Council
Sent: February 24, 2017 11:00 PM
To: City Council
Subject: Form submission from: Write a Letter to Council



Submitted on Friday, February 24, 2017 - 22:59
Submitted by anonymous user: 50.120.69.185
Submitted values are:

Date: Friday, February 24, 2017
To: His Worship the Mayor and Members of City Council
First Name: Don
Last Name: Meister
Address: #506, 157-2nd Ave. N.
City: Saskatoon
Province: Saskatchewan
Postal Code: S7K 2A9
Email: meisterdon@sasktel.net
Comments:
Your Worship and Councillors;

A recent article in the Toronto Sun claims that Saskatoon City Council is considering declaring Saskatoon a 'sanctuary city' for illegal immigrants. If true, such a decision would be an open invitation to every criminal to help destroy our beautiful city. I believe that such a decision would be contrary to the rule of law and, in my mind, abjectly stupid, to put it very mildly.

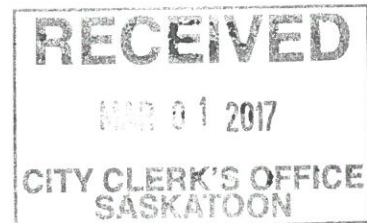
Please tell me that such a decision is not being considered and never would be.

If it would be considered helpful for me to address the Council in person on this topic I would welcome the opportunity and gladly accept an invitation to do so.

Sincerely,
Don Meister

The results of this submission may be viewed at:
<https://www.saskatoon.ca/node/398/submission/151309>

To: Bryant, Shellie (Clerks)
Subject: RE: Sanctuary city



-----Original Message-----

From: Tim Reimer [mailto:timreimer@sasktel.net]
Sent: Saturday, February 25, 2017 9:00 AM
To: Web E-mail - City Planning <City.Planning@Saskatoon.ca>
Subject: Sanctuary city

Submitted on Saturday, February 25, 2017 - 08:59 Submitted by anonymous user: 96.125.242.10
Submitted values are:

First Name: Tim
Last Name: Reimer
Email: timreimer@sasktel.net
Confirm Email: timreimer@sasktel.net
Neighbourhood where you live: Mount Royal Phone Number: (306) 384-9974

==Your Message==

Service category: City Planning
Subject: Sanctuary city

Message: To our council - I sure hope that city council is Not going to allow Saskatoon to become a sanctuary city as we have enough trouble here without allowing undocumented refugees to move here. Our household already does not feel safe walking the streets especially after dark.

Attachment:

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

The results of this submission may be viewed at:
<https://www.saskatoon.ca/node/405/submission/151334>

From: City Council
Sent: Thursday, March 02, 2017 5:36 PM
To: City Council
Subject: Form submission from: Write a Letter to Council

Submitted on Thursday, March 2, 2017 - 17:35
Submitted by anonymous user: 174.2.6.201
Submitted values are:

Date: Thursday, March 02, 2017
To: His Worship the Mayor and Members of City Council
First Name: Donna
Last Name: Nelson
Address: 3311 Fairlight Drive
City: Saskatoon
Province: Saskatchewan
Postal Code: S7J 2I2
Email: nelson1000@sasktel.net

Comments:

To The Mayor and City Council,
It concerns me to hear that you are considering making Saskatoon a sanctuary city. I work for the health region and we are struggling to provide services to our current population. My work is with vulnerable women, primarily Indigenous women, and we now serve 70 immigrant and our Indigenous women are being squeezed out of services. This is not OK.
I also have 4 children in the public school system and it is clear to me that the current system is struggling to provide for our current challenging population.
We are not equipped to deal with more high needs individuals. Stop bringing more people than we can serve. It is costing the most vulnerable (women and children) too much.

The results of this submission may be viewed at:
<https://www.saskatoon.ca/node/398/submission/153496>

151-1

From: City Council
Sent: Monday, March 27, 2017 4:34 PM
To: City Council
Subject: Form submission from: Write a Letter to Council



Submitted on Monday, March 27, 2017 - 16:33
Submitted by anonymous user: 128.233.16.2
Submitted values are:

Date: Monday, March 27, 2017
To: His Worship the Mayor and Members of City Council
First Name: Wanda
Last Name: Martin
Address: 1946 Lorne Ave
City: Saskatoon
Province: Saskatchewan
Postal Code: S7J 0R3
Email: wanda.martin@usask.ca
Comments:

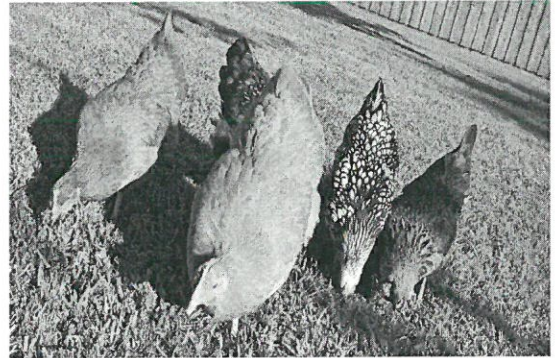
Saskatoon Bridge City Chickens (SBCC) is a coalition of Saskatoon citizens who share a common goal of enhancing local food security by increasing awareness, interest, and participation in local food production systems.

We are requesting the Standing Policy Committee on Planning, Development & Community Services discuss the implementation of an 18-month urban hen pilot project. We respectfully submit a guideline for consideration as a regulatory framework for the project. I would like to speak to the guideline, which I will send as an email attachment, at the April 3rd meeting.

Sincerely,
Wanda Martin

The results of this submission may be viewed at:
<https://www.saskatoon.ca/node/398/submission/161771>

PROPOSAL FOR A SASKATOON URBAN HEN PILOT PROJECT



Saskatoon Bridge City Chickens (SBCC) is a coalition of Saskatoon citizens who share a common goal of enhancing local food security by increasing awareness, interest, and participation in local food production systems.

We are requesting the Standing Policy Committee on Planning, Development & Community Services discuss the implementation of an 18-month urban hen pilot project. We respectfully submit this guideline for consideration as a regulatory framework for the project.

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BACKGROUND

This guideline was drafted after researching urban hen-keeping bylaws and pilot study reports from 25 Canadian cities including Edmonton, Red Deer, Winnipeg, Moncton, and Kitchener. A list of cities is provided in the appendix. We identified and consolidated best practices, communication plans, environmental outcomes, strategies for mitigating nuisance conditions, and potential health concerns. Additionally, we reviewed and incorporated provincial legislation and municipal bylaw requirements where applicable.

The guideline includes requirements for:

- Participant registration, site inspection, and enforcement procedures;
- Siting, designing, and maintaining a coop and outdoor enclosure;
- Handling and caring for healthy chickens.

Support for the project has been provided by the following individuals and community associations (see the appendix for letters of support):

- Patricia Cameron, Executive Director, Saskatoon SPCA
- Yvonne Hanson, Executive Director, CHEP
- Gord Enns, Executive Director, Saskatoon Food Council
- Miranda Sadar and Dennilyn Parker, Faculty in the University of Saskatchewan Western College of Veterinary Medicine, Department of Small Animal Clinical Sciences
- Wanda Martin, Faculty in the University of Saskatchewan College of Nursing
- Michael Schwandt, Deputy Medical Health Officer, Population and Public Health, Saskatoon Health Region (sent separately)
- Jonathan Stockdale, Lawyer
- Several Saskatoon community associations; all are open to participating in the initial pilot project

RATIONALE AND BENEFITS

In September 2002, Saskatoon City Council adopted the Saskatoon Food Charter. The Charter outlines the commitment of the city and its citizens to food security and states in part that to “develop and promote food security in our city, Saskatoon City Council will encourage community gardens, urban agriculture and the recycling of organic materials that nurture soil fertility.” The charter also documents Saskatoon City Council’s commitment to meeting the goals of national food security and describes the role of citizens who participate directly in promoting food security measures at home, their work-places, and within their community.

In 2013, Saskatoon released its 10-year strategic plan that detailed its vision for ensuring Saskatoon is a “great place to live, where sustainable growth enables the community to invest for the benefit of all.” The plan was developed through direct and extensive consultations with

citizens which resulted in the identification of seven strategic goals that will guide Saskatoon towards becoming a successful city of tomorrow. Our proposal directly supports two of these strategic goals; environmental leadership and quality of life.

Environmental Leadership: Saskatoon grows in harmony with nature

“We produce less garbage and we recycle or compost most of it. We grow more food in the city.”

A very small flock of chickens can be quiet and sociable pets with significant environmental benefits. Homeowners can feed chickens food waste from their kitchen and compost the chicken manure which can then be used as a rich fertilizer for flower and vegetable beds. Chickens also provide natural pest control consuming ants, grasshoppers, grubs, beetles, ticks, and larvae.

Consider the following information compiled by the Winnipeg Urban Chickens Association:

- 1 hen consumes 3 kilograms of food waste per month
- 5 hens per household = 15 kilograms of food waste consumed per month
- 15 kilograms x 30 pilot participants = 450 kilograms of food waste consumed per month
- 450 kilograms consumed per month x 18 months = 8,100 kilograms of food waste consumed and diverted from the landfill

The municipal savings in not having to handle, transport, and store the food waste due to this pilot project is significant.

Quality of Life: Saskatoon is a warm, welcoming people place

“As a community, we find new and creative ways to showcase our city’s built, natural, and cultural heritage. People are actively engaged in the future and governance of their city”

There are numerous physical and social, benefits to keeping backyard hens. Physically, hens encourage people to spend more time outdoors, and produce nutrient rich eggs. Socially, hens can encourage communication between neighbours and breakdown barriers. Natalie Carreiro, from the University of Manitoba, recently (2015) conducted a study and found four main reasons people wanted backyard hens: a) food-related, b) to create learning opportunities, c) as a leisure activity and as “pets with benefits,” and d) politically inspired reasons (i.e. to demonstrate disapproval with what they perceived as an unfair bylaw). She reported that study participants talked about feeling more connected to neighbours, describing the experience as “neighbour bonding,” because they are a conversation piece, and through the sharing of eggs or manure. Neighbours frequently wanted to learn about the chickens. Carreiro reported stories of how hens made neighbourhoods better:

The neighbours all enjoy looking over the fence and asking me how the girls are doing, how are the eggs coming. It's a neighbourhood project, really. Everybody has got a little

curiosity. They don't want chickens themselves, but it's an interesting thing . . . How are they doing? Are they happy? . . . We talk over the fence, kibbutz back and forth. We enjoy it.

I would know that people had been back there when I came home because there would be a sweater that wasn't mine that would be lying over the chair. And then a couple days later they would come back and get their sweater [laughing]. Yeah! Isn't that crazy?! . . . Like they would come over and they would sit there you know for an hour or whatever just to chill out in the backyard watching the chickens . . . They loved those darn chickens . . . It was shocking! I think that was good for our neighbourhood. Like, that wasn't, that wasn't the reason that I got them! But they made this neighbourhood better! . . . If I get chickens again people will be really, really happy.

Chickens provide a good lesson in food production while entertaining the whole family.

PILOT PROJECT

We are recommending the following framework as an approach to the pilot project. To ensure the pilot project is manageable, it would be restricted to **30 households** located within the neighbourhoods whose community associations have offered their support. This includes: Caswell Hill, Holliston, Hudson Bay Park / Mayfair / Kelsey-Woodlawn, King George, Mount Royal, Nutana, and Riversdale (more may be included after preparing this document).

Please note that the accompanying letters of support from the respective community associations can be found in the appendix.

As stated previously, the pilot project would last for an **18-month period** after which the outcomes will be assessed and summarized in a report to council. Based on the results of the pilot, it is anticipated that Council would vote on permanently modifying the appropriate Zoning and Animal Control Bylaws to allow hen keeping within city limits.

Registration Procedure

The SPCA will conduct an initial inspection of the coop and site prior to initial site approval and license being granted from the City of Saskatoon.

The licensee(s) must complete an **urban hen-keeping course**. This will be facilitated by Saskatoon Bridge City Chickens (SBCC) in partnership with the SPCA and be comprehensive and specific to the Saskatchewan climate. Proof of completion of a training course will be provided to the licensee(s).

Licences will be granted once licensee(s), have completed the training course, and have had their

site and coop inspected by the SPCA. All hens on site must be licensed with the Animal Control. Given the short life span of chickens, only one licence is required for the small flock, (rather than a separate licence for each chicken). A fee may apply.

The licensee(s) must comply with all provincial regulations around the keeping of hens. The Government of Saskatchewan requires all owners of poultry (including small urban flocks) to register their flocks into the provincial database and obtain a Premise Identification (PID) Number. The PID enables the province to keep track of livestock site locations in case of potential disease outbreak. The Province will maintain communication with site owners should any information or incidents occur that would require site owners to take action.

Public information about the pilot project should be supplied by the City of Saskatoon, in partnership with the SBCC.

Training & Mentorship

The SBCC is committed to taking an active role in the pilot project to ensure its success. This includes preparing and delivering orientation to project participants, periodic visits to the yards, and fielding questions that the City, project participants, or the public may have.

SBCC recommends that each site have support and assistance from a recognized mentor-supplied on a volunteer basis by SBCC members. Contact information for SBCC members will be available via a social media format.

Inspections

The licensee(s) shall make themselves and the coops available for inspection on reasonable request from Animal Control Officers.

Enforcement

The Saskatoon SPCA Animal Protection Services investigates public complaints of animal abuse, cruelty and neglect in the City of Saskatoon. Animal Control Officers will respond to all complaints and initiate investigations when warranted. When enforcement or other animal husbandry issues arise, City administration will work with hen keepers, neighbours, and other external stakeholders to ensure they are addressed and resolved in a timely manner. All public complaints shall be directed through Animal Control at 306 374 7387; this reporting approach is consistent with the City of Saskatoon Bylaw complaint process.

Roosters are not permitted. A rooster must be immediately removed from the city. SBCC can assist with re-homing roosters.

Egg production is for self-consumption. No sale of meat is permitted.

Failing to obtain a license or to comply with the terms and conditions of an urban hen keeping licence or failure to may result in a fine of \$250.

Nuisance Conditions

The site and coop must be properly maintained to prevent negative impacts, including but not limited to: attracting nuisance animals and excessive smells or noise.

Feces within the coop and run must be removed regularly (weekly is suggested) and thoroughly composted, or disposed of within sealed bags. Hosing the run area, as appropriate, can mitigate potential odors. Chicken manure can be used as valuable, high-nitrogen fertilizer. Unlike dog or cat feces, chicken manure can be combined with yard and leaf waste to create compost.

Feed must be contained within a sealed, weather-proof container to discourage pests.

Note that nuisance conditions due to excessive noise are not anticipated due to restrictions on flock sizing. At their loudest, laying hens make temporary clucking noises that are the same decibels (dB) level as human conversation (60 to 70 dB). A dog's bark can be as loud as 90 dB.

Standard of Care

Hen sites shall adhere to good management and husbandry practices, maintain hens in such a condition so as to prevent distress, disease, and welfare issues. Hens require appropriate food, grit, liquid (unfrozen) water, shelter, light, warmth, ventilation, veterinary care and opportunities for essential behaviours such as scratching, pecking, dust-bathing, laying and roosting, in order to be comfortable and healthy.

Animal Control must be notified immediately of any disease or welfare issues that arise that may affect the public, and the steps taken to rectify the situation.

Site Requirements for Hen Coop and Run

Consultation with a backyard hen mentor is recommended before purchasing or installing an accessory structure.

An approved site may house only one coop (hen housing) and run (an enclosed area in which chicken may move about freely). Coops may only be located in backyards of properties that are completely fenced and secured. Coop site should place the coop in a backyard locations that would minimize impact to adjacent neighbours, (i.e., away from bedroom windows, furthest point from neighbours' homes etc.). The coop footprint cannot exceed 9.3 square meters (100 square feet), which is a size that does not require a building permit.

Coops must be insulated, leak-proof and designed so that regular cleaning can be easily and regularly conducted (i.e., at least once a week). Coops should have windows for light and air circulation. Coops must be insulated for winter conditions, (i.e., foam insulation must be covered in plastic to stop hens from consuming the insulation, or use an alternative insulation). There should be access to electrical outlets for the temporary use of heat lamps in extreme cold conditions. A temperature-controlled power outlet is recommended and heat lamps must be raised 45 cm above bedding. This is a standard with other cities allowing urban hen keeping.

A minimum of 0.25 square meters (2 to 3 square feet) per hen is required for the coop, along with a minimum of 1 square meter (8 to 10 square feet) per hen for the exterior run. The run area must include a bare dirt area for hens to have access to dust baths (for their cleaning purposes). If hens are also temporarily allowed outside their contained run area, they must be contained by fence that is at least 1.8 meters (6 feet) tall within the licensee's backyard. Two meters is the maximum allowable fence height as per zoning bylaw 8770.

All coops must contain sufficient perch locations 15 lateral cm per bird (6 inches). A laying box/area should be supplied.

Bedding such as straw, wood chips, or other suitable materials must be available for chicken coop cleanliness and comfort.

Coops and runs must be secure from potential predators such as skunks or dogs. The structures should be secured with predator and bird-resistant wire mesh. The coop door must be secured or locked daily after dusk.

A backyard composter must be available on site for disposal of hen feces and organic bedding such as straw, fall leaves or wood chips.

Hen Numbers and Breeds

Approved sites must keep a **minimum of three hens and shall not exceed five hens** per site.

Roosters are not permitted. Hen breed and numbers shall be indicated through the application process. SBCC can recommend hen breeds that are quieter and more social, and better suited to an urban environment. If unsexed young hens (also called pullets) are purchased, provision must be made in advance for rehoming any chickens that are determined to be male. Again, no roosters are permitted within the City of Saskatoon limits. SBCC can recommend peri-urban farms where roosters can be re-homed.

Waste & Disposal

Manure must be removed regularly (i.e., weekly) and properly composted to prevent nuisance orders. We do not recommend the 'deep bed' method practiced in rural hen houses (i.e., hens defecate on bedding, more bedding is added on top) to minimize flies and odors. Feces should be

removed promptly and mixed into an outdoor, enclosed composter along with some bedding and food scraps. Using water from a garden hose, feces in the outdoor run area can be washed into the ground to discourage flies in the summer.

There is to be no on-site slaughter or euthanizing of hens within City limits. Removal methods include humane euthanasia by a veterinarian, relocation to a farm, or taking hens to a licensed abattoir. Deceased birds should be double-bagged and placed for garbage collection or taken to a veterinarian for disposal, as with other small pets.

MEASURING SUCCESS

There have been few studies on benefits or challenges of keeping urban hens. As part of this pilot project, it would be important to track the expectations and experiences of participants. If the pilot is adopted by the City of Saskatoon, Dr. Martin would work with partners at the University of Saskatchewan and the Bridge City Chickens group to identify measurable indicators to better understand the return on investment of urban hens. This would include social indicators, food literacy, economic indicators (both on part of the hen owner and the City of Saskatoon), and the food environment. It would also be important to capture dissenting voices, as people who express concern can add alternative views that can strengthen the final bylaw changes should the pilot project be successful.



Thank you again for considering this proposal.

Submitted by: Wanda Martin, RN, PhD
College of Nursing, University of Saskatchewan
wanda.martin@usask.ca
306-966-5429
March 2017



5028 Clarence Avenue South Saskatoon SK S7T 1A7

Standing Policy Committee on Planning, Development and Community Services
City of Saskatoon
Jan. 25, 2017

Dear Committee Members:

This letter is in support of a pilot project on Urban Chickens in the City of Saskatoon, a pilot project that will provide a basis for determining the benefits and possible impacts an Urban Chicken program would have on the citizens and communities of our city.

The Saskatoon SPCA is an animal welfare organization, as distinct from an animal rights organization, and as such recognizes that there are legal ways in which animals are used in our society, and further recognizes that animals should be afforded a positive quality of life and protecting from abuse, abandonment, and neglect. We thus support the notion of Urban or "backyard" chickens and wish to participate in a pilot project by providing inspection services of hens and to ensure home owners have proper facilities for housing chickens. Additionally, we will support education of those people who wish to participate in the pilot.

We believe that properly established and supported, urban chickens can be another avenue through which food insecurity can be addressed. Further, chicken keeping can, like community gardening, be a powerful way to link people and build community, both of which benefits help make our city a safer and more welcoming and supporting home for our citizens.

In the not too distant past, chicken keeping, like gardening was a common activity in Saskatoon and other Canadian cities, and cities such as Edmonton are demonstrating that this practice is viable and beneficial. Please consider approving an Urban Chicken pilot project for the City of Saskatoon. I welcome any question you may have on this matter.

Yours truly,

Patricia Cameron
Executive Director
PH: 3056-374-7387
Email: ed@saskatoonspca.com



February 23, 2017

Standing Policy Committee on
Planning, Development and Community Services
City of Saskatoon

Dear Committee members:

I write this letter in support of a proposed pilot project on backyard urban chickens in the City of Saskatoon by the Bridge City Chickens group.

CHEP Good Food Inc. is a registered charitable organization whose mission is to work with children, families and communities in improving access to good food and promote food security. We have a number of programs and services that are offered to Saskatoon citizens that uphold that mission.

We feel that access to fresh eggs from hens cared for and raised ethically, offers a definite link to the notion of fresh food access. Knowing that this effort is a pilot means that the City of Saskatoon will be mindful of the education required for people who choose to participate in the pilot while consideration for the chickens' welfare will be monitored.

CHEP is aware of other Canadian and American cities who have endorsed small numbers of backyard chickens as a way of expanding urban agriculture and developing stronger connections to one's food sources. Furthermore, many people believe that health is benefited by consuming eggs from free-range chickens as opposed to cage-confined hens. As an organization with a strong endorsement of urban ag and health, these are two reasons we encourage you to support the pilot for backyard chickens in Saskatoon.

Thank you for your consideration of this proposal.

Sincerely yours,

A handwritten signature in cursive script, appearing to read "Yvonne Hanson".

Yvonne Hanson, M.Ed.
Executive Director

From: Miranda Sadar <miranda.sadar@gmail.com>
Sent: January 24, 2017 2:11 PM
To: Enns, Gordon
Cc: Parker, Dennilyn
Subject: Re: Backyard hens in Saskatoon

Hi Gord,

It is good to hear from you! I have cc'd our other faculty member in the department, Dr. Dennilyn Parker, as I am making this reply more general to cover the Veterinary Medical Centre's ability to see backyard chickens, not just my ability/willingness. I would like to be added to the online group, thank you. I will let Dr. Parker comment on whether she would like to be added as well.

The Zoological, Exotics, and Wildlife (ZEW) Medicine and Surgery service is willing and able to see backyard poultry in the Veterinary Medical Centre. The service has specialists that oversee veterinarians in training to see ZEW species as a career. The service also provides training for veterinary students interested in ZEW species. We can provide information regarding husbandry, management, and diseases affecting individuals as well as the flock.

Sincerely,
Miranda Sadar



Standing Policy Committee on Planning, Development and Community Services

City of Saskatoon

March 17, 2017

Dear Committee Members,

This letter is in support of a pilot project regarding Urban Hens in the City of Saskatoon.

The Saskatoon Food Council was established as a result of a 2013 Community Food Assessment that asked citizens what they wanted to see in their food system. The assessment generated 14 recommendations all premised on citizens' desire to ensure that everyone in Saskatoon has access to healthy food and that we find ways to grow more of our own food.

The recommendations also included citizens' direction that the Food Council promote increased urban agriculture, food literacy and work at lessening the environmental impact of food production.

Urban hens contribute to these recommendations by connecting citizens to their food source, offering opportunities for learning about where food comes from and very significantly encouraging composting which lessens the volume of organic material that ends up in the landfill.

Urban hens also offer opportunities for neighbours to connect and build community.

Please consider approving a request for a pilot project for Urban hens in Saskatoon.

Sincerely,

A handwritten signature in black ink, appearing to read "Gord Enns", written over a horizontal line.

Gord Enns

Executive Director

Saskatoon Food Council

306 221-9942



UNIVERSITY OF SASKATCHEWAN

College of Nursing

USASK.CA/NURSING

College of Nursing

104 Clinic Place, Saskatoon, Saskatchewan S7N 2Z4

Telephone: (306) 966-6221 Facsimile: (306) 966-6621

March 17, 2017

Standing Policy Committee on Planning,
Development & Community Service
City of Saskatoon

Dear Committee Members,

I am writing to you in support of a proposed pilot project submitted by the citizen group "Saskatoon Bridge City Chickens". As a nurse researcher, the focus of my work is on reducing health inequities and supporting a strong and resilient community food system. My recent Saskatchewan Health Research Foundation (SHRF) funded research has been on developing an urban agriculture action plan for the City of Saskatoon in partnership with the Saskatoon Food Council and other community-based organizations. One of the actions that surfaced in the research process was the introduction and support of micro livestock, such as hens and bees.

During the course of my nursing PhD dissertation work, I studied the urban hen movement, curious about the interest people have in keeping chickens as a food security activity, restrictions that municipalities place on this activity, and how conflicting aims could be addressed. To understand the conflict, I explored the state of the egg industry, by-laws, reasons people wanted to keep chickens, and any food safety concerns. An increasing demand for easy access to humanely produced eggs fuels the broad, back-to-nature-food movement. However, specialized egg products often come with a higher price. The cheapest egg types are regular eggs coming from operations that house cages stacked in barns, with multiple chickens to a cage. Free-run eggs, also from barn-raised chickens that rarely see daylight, live in high population densities and are cage-free. Free-range eggs are from chickens that live in barns but have daily access to outdoors but usually on a limited basis. Omega eggs are from cage-kept chickens fed a special diet. Certified organic and Society for the Prevention of Cruelty of Animals (SPCA) Certified eggs are produced by chickens able to move freely, and have nest boxes, perches and dust-bathing areas. Certified eggs are available at some major grocery stores in British Columbia (BC) and Ontario but general access is limited and they are not available in Saskatchewan. Therefore, people need to raise their own hens if they want easy access to humanely produced eggs.

Data collection for my urban hen research occurred in the Greater Victoria Capital Regional District (CRD) of BC, where hens are permitted across the majority of the 13 municipalities. There is inconsistency of regulations, and only two municipalities require registration of hen keeping sites. In those two areas, only 13 flocks were registered, and it was otherwise unknown how many hen sites were in the CRD. Animal control in the City of Victoria suggested there were 29 known locations with flocks ranging from 1 to 16 hens. Therefore, while there is much media attention in Saskatoon lately to changing the bylaw, the actual number of backyard coops is not expected to be a great number.

Currently there are citizens of the City of Saskatoon who are not complying with the bylaw, and live in a state of anxiety that their pet hens will be removed. I feel it would be better to bring this activity into the open, provide proper training and good animal husbandry support, and encourage neighbours to freely and openly communicate and share "across the fence", as it were. Vibrant and environmentally friendly neighbourhoods are key messages that I hear from the new City of Saskatoon administration, and this bylaw change can support that goal. I encourage you to seriously consider the many benefits to this pilot project, which I would be happy to evaluate as a continuation of my work in urban agriculture research, supporting a resilient community-based food system.

Thank you for your consideration of this proposal, and please do not hesitate to contact me as we move toward developing Saskatoon into a more healthy and resilient city.

Sincerely,

A handwritten signature in cursive script that reads "Wanda Martin".

Assistant Professor
College of Nursing
University of Saskatchewan
President, Saskatchewan Public Health Association

From: jen o'brien
To: [Greg Fenty](#)
Subject: Re: Bridge City Chickens request
Date: Saturday, March 18, 2017 11:02:48 AM

Hello Greg,

Thank you for that extremely helpful information! I will pass it on to Dr Wanda Martin, the researcher who is proposing to evaluate this pilot.

May I also include your email as an Appendix in our proposal to the city? I think it would be a very helpful opinion for the councillors who will be fielding questions from members of their communities. Alternately, I would invite you to submit a separate letter to the Standing Policy Committee on Planning, Development & Community Services before March 28, to be considered alongside our proposal at the April 3rd meeting.

I very much appreciate your response!

Jen

On Mar 18, 2017, at 9:50 AM, Greg Fenty <greg.fenty@gmail.com> wrote:

Greetings Jennifer:

I have never studied or been involved in formal research with predatory wildlife in urban areas. My experience comes from conducting mammal and bird surveys with the Saskatoon Nature Society. Therefore, I am reluctant to take on the title of "professional". However, my interest in wildlife in and around Saskatoon does give me a knowledgeable background on urban wildlife.

Some thoughts:

The Edmonton study you mentioned showed no increase in predators, and that is the important fact to stress. Saskatoon currently has a "healthy" population of predatory wildlife (primarily coyotes, skunks, and raccoons) that is not overly problematic considering the attractive foodstuffs in our city. This includes human sources (such as garbage, bird feeders, pets, pet food) and environmental sources (such as ground squirrels, hares waterfowl and other birds). Other predators of chickens (and their eggs) such as squirrels, foxes, hawks, owls, weasel, snakes are relatively minor in Saskatoon.

The question being asked is whether the current population of predatory animals will increase with the introduction of chickens.

It will be important to stress that we already have predators without chickens. While they are not overly problematic, there will always (always!) be the exception to the rule. It is the rare exceptions that get noticed. There will always be reports of dangerous or nuisance coyotes, raccoons, and skunks. Whether the number of predators will increase with chickens is unknown. I have observed wildlife in Seattle (Washington) on several occasions and not noticed an abnormal predator number. I did notice a lot of backyard chickens! It is my belief that adding chickens to the mix of available foodstuffs for predators will not result in any noticeable increase in predators. However, it is only my opinion. I do not have the evidence to back up my opinion. This is where studies such as the Edmonton one you mentioned are your best evidence to present to the City. If you can find other predator/chicken studies from other cities (like Seattle) it would be of great help to your presentation. I will check through my urban wildlife files and do a quick internet search. If I find anything I will pass it along.

In reality, the only way to tell if predators increase is through wildlife surveys. Which is why the Edmonton study is so valuable. I believe the City keeps tracks of the wildlife complaints they receive, and the Nature Society does annual bird and mammal counts (in December). This would give you predator baseline numbers to work with. If the City approves the chicken pilot project, you could use the baseline numbers compared to the numbers after the pilot project to determine if the number of predators increased significantly.

Hope this helps.

-Greg Fenty

Saskatoon Nature Society

On Fri, Mar 17, 2017 at 1:44 PM, jen o'brien <jen_o_brien@hotmail.com> wrote:

Hello Greg,

I am writing on behalf of a group called the Saskatoon Bridge City Chickens, who are organizing a proposal for a backyard hen pilot project. This proposal will be submitted to the Standing Policy Committee on Planning, Development & Community Services for discussion at their April 3rd meeting.

One of the concerns that we've heard from the community is related to the risk of drawing predatory wildlife into the city. Our common sense suggests that this would not be an increased risk because hens are closed in at night and garbage would likely be a bigger problem. In addition, Edmonton's pilot project reported no increase in complaints or sightings of coyotes or other predatory wildlife.

We are hoping to connect with someone who might offer a professional opinion on the matter, and your name was suggested as someone who might be knowledgeable on the subject.

I would be happy to share the proposal for your review. Are you able to share your thoughts?

Many thanks!

Jennifer O'Brien



King George Community Association Corp.
Box 28103, Saskatoon, Saskatchewan S7M 5V8
Phone (306) 270-4463

January 8, 2017

City of Saskatoon
222 3 Ave. N
Saskatoon, SK S7K 0J5

To the Honourable Mayor Clark and City Council,

It is with great enthusiasm we write this letter of support in favour of the urban chicken initiative and pilot project to the City of Saskatoon as brought forward to our community association by a group of citizens proposing the project.

After discussing the issue among association members and neighbours and listening to the research and information presented to us, the board vote was unanimously in favour of the project. It is our understanding based on the information provided to us that King George could be one of the neighbourhoods involved in the phase-in pilot project for the urban chickens, and we are extremely excited about the potential positive impact this will have on our community.

We look forward to beginning this project, working with the organizers and reporting to the city on the progress.

On behalf of the executive,

Erin McKay
President
King George Community Association



Caswell Community Association

www.caswellhill.ca

March 22, 2017

The Hon. Charlie Clark and Members of City Council
222 3rd Ave. N.
Saskatoon, SK S7K 0J5

RE: Letter of Endorsement for Urban Hen Pilot Project in Saskatoon

Dear Mayor Clark, Councillor Gough, and other members of Council:

At the February 14, 2017 meeting of the Caswell Community Association (CCA), the CCA Executive unanimously passed a motion to endorse the above-mentioned project and inform the City Council of our support.

Our group found the pilot project to be well designed, and especially appreciate the partnerships and monitoring systems that the organizers have incorporated in the proposal. We believe that care has been taken to address any concerns city residents might have.

The CCA gives our full support to the Bridge City Chicken Collective's proposal. We look forward to the benefits this initiative could offer to members of the Caswell community, and the city as a whole.

Sincerely,

Justin McGowan
President
On behalf of the Caswell Community Association

February 13, 2017



Dear Mayor Clark and Councillor Block,

Re: Letter of endorsement for Urban Hen Pilot Project in Saskatoon

On behalf, and at the request, of the proponents of the above-noted project, the Holliston Community Association (HCA) passed a motion at our meeting of February 6, 2017 directing that we offer a letter of endorsement for the above-mentioned pilot project.

It is our understanding that the project will be closely monitored and would welcome any feedback on the pilot once it's completed.

On behalf of the executive,

Kelly Macsymbic
President
Holliston Community Association
hollistonca@hotmail.com
www.hollistoncommunityassociation.com

Letter from Hudson Bay Park/Mayfair/Kelsey Woodlawn Community Association President
To His Worship the Mayor and Members of City Council

Hudson Bay Park/Mayfair/Kelsey Woodlawn Community Association
Box 30020 RPO 32
Saskatoon, Saskatchewan S7L 7M6
February 15, 2017

Saskatoon City Council
City Hall
222 Third Avenue North
Saskatoon, Sask. S7K 0J5

The Saskatoon Bridge City Chickens were in attendance at our association meeting on February 15, 2017 to present their proposal for the Saskatoon Urban Hen Pilot Project. Their proposal has been well thought out and thorough.

The Hudson Bay Park/Mayfair/Kelsey Woodlawn has passed a motion in unanimous support for this Pilot Project. We humbly request that Saskatoon City Council endorse the Saskatoon Urban Hen Project.

On behalf of the Hudson Bay Park/Mayfair/Kelsey Woodlawn Community Association
Executive,

Diane Bentley
President
HBPMKW Community Association



Hudson Bay Park
Mayfair
Kelsey-Woodlawn



Mount Royal Community Association
P.O. Box 30100
1624 33rd St. W
Saskatoon, SK S7L 7M6
mountroyalcommunity@gmail.com
www.mountroyal.info

March 7, 2017

City of Saskatoon
222 3rd Ave. N.
Saskatoon, SK
S7K 0J5

To The City of Saskatoon Council,

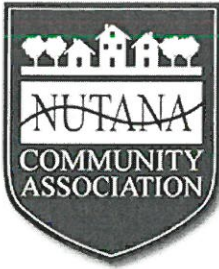
The Mount Royal Community Association had the privilege of listening to SBCC proposing the benefits of having urban chickens in Saskatoon. They presented to us all the facts and answered all the questions we had in regards to this pilot project.

After discussing the issue among association members, the board voted unanimously in favour of this pilot project. Mount Royal hopes that we would be able to be a part of this initiative.

We look forward to hearing the positive outcome of this proposal.

On behalf of the MRCA executive,

Nicky Breckner
President - MRCA



Nutana Community Association

Nutana Community Association
c/o 639 Broadway Ave
Saskatoon SK, S7N 1B2

March 9, 2017

Mayor Charlie Clark and Councillor Cynthia Block
222 3rd Ave. N.
Saskatoon, SK S7K 0J5

Re: Urban Hen Pilot Project in Saskatoon

Dear Mayor Clark and Councillor Block

On behalf of the Nutana Community Association (NCA) I wish to provide this letter of endorsement for the Urban Hen Pilot Project that the Bridge city Chicken Collective is proposing to operate. The Board of NCA has passed a motion to provide this letter in support of their efforts.

Our group looks forward to seeing this in operation and in reviewing the report that is generated at the close of the project.

Respectfully submitted,

Catherine Folkersen, President NCA



via email: Charlie.Clark@saskatoon.ca, Hilary.Gough@saskatoon.ca

December 14, 2016

Mayor Charlie Clark
Councillor Hilary Gough, Ward 2
Saskatoon City Hall

Dear Mayor Clark and Councillor Gough,

Re: Letter of endorsement for Urban Hen Pilot Project in Saskatoon

On behalf, and at the request, of the proponents of the above-noted project, the Riversdale Community Association (RCA) passed a motion at our meeting of December 6, 2016 directing that we offer a letter of endorsement for the above-mentioned pilot project, with the following provisos:

That:

1. in the case of renters, to first ensure that the landowner is in favour of the hens on the property;
2. generally accepted architectural controls are in place before any coops are constructed;
3. there are defined start and end dates for the pilot;
4. the timely reporting of the pilot project's results to the RCA; and that,
5. no roosters are kept.

Respectfully submitted,

Riversdale Community Association

Rod Orr, Civics Coordinator,
RiversdaleCA@gmail.com

Riversdale Community Association

P.O. Box 454 Station Main, Saskatoon, SK S7K 3L6
RiversdaleCA@gmail.com
riversdalecommunityassociation.com

North Park Richmond Heights
Community Association
1505 9th Avenue North
Saskatoon, SK
S7K 2Z8



March 21, 2017

To the Honorable Mayor Clark and City Council,

Re: Letter of endorsement for the Urban Hen Pilot Project

The North Park Richmond Heights Community Association (NPRHCA) would like to extend its support to the Urban Hen Pilot Project that the Saskatoon Bridge City Chicken group has proposed. We have households who have already expressed enthusiastic interest in participating in the project and we can see the potential of this initiative to benefit communities in Saskatoon.

The NPRHCA looks forward to being updated about the progress and outcome of the pilot project.

On behalf of the NPRH executive,

Melanie Vanderline, President
North Park Richmond Heights
Community Association



Silverspring Community Association
610 Konihowski Road
Saskatoon, SK S7S 1C5

To the Honourable Mayor Clark, Councillor Jeffries, and City Council
222 3rd Ave. N. Saskatoon, SK S7K 0J5

RE: Urban Hen Pilot Project

I am writing on behalf of the Silverspring Community Association (SCA) to endorse Bridge City Chickens and the Saskatoon Urban Hen Pilot Project.

Following a presentation to our board by a Bridge City Chicken representative, a vote was passed in support of the pilot project with two noted stipulations. Firstly, Silverspring excuses itself as an association in which to run the pilot due to concerns regarding potential issues with predators already in our area. Secondly, the City of Saskatoon provides the required support via Animal Control to enable the project to be a success.

It is our hope the City of Saskatoon embraces this project and actively works to ensure its success.

Sincerely,
Kyla Earle, President SCA
president@silverspringcommunity.ca

Jonathan Stockdale
504 Avenue G South
Saskatoon, SK S7M 1V6
jonathan.stockdale@gmail.com

February 20, 2017

Mayor and City Councillors
City Hall
Office of the Mayor
222 Third Avenue North
Saskatoon, SK S7K 0J5

Dear Mayor Clark and City Councillors,

Re: Endorsement for Urban Hen Pilot Project in Saskatoon

I am writing to encourage Mayor Clark and Saskatoon's City Councillors to implement the Urban Hen Pilot project being proposed by the Bridge City Chickens group and its broader network of supporters. I am hopeful that the project will provide the necessary data for making an evidence-based decision on the issue of keeping hens in Saskatoon. I note that this letter is provided for academic and informational purposes only. If you are seeking legal advice, please consult a lawyer.

As a person who has kept hens in the Nutana area of Saskatoon, I can say anecdotally that my family and neighbours enjoyed the company of the hens. As a former academic in the area of urban agriculture and municipal jurisdiction, I would like to take this opportunity to briefly discuss how the implementation of the proposed pilot project could demonstrate Saskatoon's commitment to:

- i) The Right to Food, as described in Saskatoon's Food Charter and United Nation's *International Covenant on Economic, Social and Cultural Rights*; and
- ii) Maintaining constitutionality of the *Animal Control Bylaw* and Saskatoon's *Zoning Bylaw* by a) avoiding moral reasoning used to prohibit the keeping of urban hens and b) respecting citizen's freedom of expression and conscience, protections under Canada's *Charter of Rights and Freedoms*.

i) The right to food and addressing food insecurity

Canada is a signatory to the *International Covenant on Economic, Social and Cultural Rights (UNICESCR)*¹, which recognizes the right to adequate food. *UNICESCR* provides an unambiguous agreement to reduce hunger. Article 11 of *UNICESCR* encourages signatories to reform “agrarian systems in such a way as to achieve the most efficient development and utilization of natural resources.”²

Notwithstanding Canada’s commitment to the right to food, food security remains pervasive throughout Canada. In 2012, Special Rapporteur on the right to food, Olivier De Schutter, reported on Canada’s performance in relation to the Right to Food.³ He found that 7.7 % of households in 2007/08 experienced moderate or severe food insecurity; one in ten families with a child under six were food insecure;⁴ and, approximately 900,000 Canadians accessed food banks.⁵

Similar to Article 11 of *UNICESCR*, Saskatoon’s Food Charter, adopted in principle by the City of Saskatoon in 2002,⁶ includes: “the right of all residents to adequate amounts of nutritious, safe, accessible, culturally acceptable food”; “partnerships and programs that support rural-urban food links and the availability of locally grown”; and “protection of agricultural lands”.⁷

In Saskatoon, a report by Kouri Research⁸ highlights how urban agriculture is used to address food insecurity. The number of community gardens in Saskatoon is steadily increasing to fulfill a growing demand for locally produced food.⁹ In the 2013 growing season, the Saskatoon Food Bank’s garden patch produced approximately 19,000 pounds of food.¹⁰ Looking ahead, Kouri

¹ (1976) 993 UNTS 13 [*UNICESCR*].

² Article 11, *UNICESCR*.

³ UNHRC, “Report of the Special Rapporteur on the right to food, Olivier De Schutter: Mission to Canada”, Presented to the United Nations General Assembly, 24 December 2012, A/HRC/22/50/Add.1, online: Office of the high commissioner on human rights, <www.ohchr.org/>.

⁴ *Ibid.*

⁵ *Ibid.* These rates were found to be much higher among First Nations groups.

⁶ *City of Saskatoon, Saskatoon Food Charter*, online:

<www.saskatooncommunityclinic.ca/pdf/Saskatoon_Food_Charter.pdf>. See also Rachel Engler-Stringer, Justin Harder & The Saskatoon Food Coalition “Toward Implementation of the Saskatoon Food Charter: A Report”, Community-University Institute for Social Research, University of Saskatchewan, 2011.

⁷ *Ibid.*

⁸ Kouri Research, “Towards a Food Strategy for Saskatoon: Saskatoon Regional Food System Assessment and Action Plan”, CHEP, December 2013, online: <www.chep.org/>. [Kouri Research]

⁹ *Ibid* at page 22.

¹⁰ Saskatoon Food Bank, 2014 Annual Report, online <issuu.com/yxefoodbank/docs/2014_food_bank_annual_report_issue_?e=12834557/8696182> at 6.

Research's report suggests that Saskatoon has a significant opportunity to grow more food locally, considering that we have an estimated 2,500 acres of vacant land, most of which consists of parks.¹¹ It is estimated that 50-75% of Saskatoon's food needs could be met by local and regional production without Saskatoonians having to significantly having to change their diet.¹²

Keeping urban hens would arguably add to the momentum of local food production observed by Kouri Research. Further, the pilot project could consider the potential adoption of urban hen keeping in Saskatoon's food deserts (areas without access to supermarkets, and consequently, access to less nutritious food).¹³

Similar to the right to food described in Saskatoon's Food Charter and *UNICESCR*, food sovereignty is a rights-based approach¹⁴ focused on organizing food systems at local and international levels. Food sovereignty is incorporated into the national legislation or Constitutional texts of Venezuela, Nicaragua, Senegal, Mali, Nepal, Ecuador, and, most recently, Bolivia.¹⁵ In Canada, food sovereignty research, organizing and advocacy is undertaken by organizations such as the National Farmer's Union¹⁶, Food Secure Canada¹⁷, and the People's Food Policy Project.¹⁸

Food sovereignty challenges the conventional model of agricultural trade, which favours export-oriented and industrial agriculture and "displaces peasant and family agriculture."¹⁹ Specifically, food sovereignty is defined as follows:

¹¹ Kouri Research at page 23.

¹² *Ibid* at page 19.

¹³ *Ibid* page 6. See also Saskatoon Health Region, "Summary: Food Access in Saskatoon", Public Health Observatory, October 2010; T Kershaw et al., "Food Access in Saskatoon Community Report", Saskatoon Health Region, Cushon et al., "Deprivation and food access and balance in Saskatoon, Saskatchewan", October 2010, online: <www.phac-aspc.gc.ca/publicat/cdic-mcbc/33-3/ar-05-eng.php>

¹⁴ See e.g. Michael Windfuhr & Jennie Jonsén, "Food Sovereignty: Towards democracy in localized food systems" FIAN-International, ITDG Publishing, 2005, online: <www.ukabc.org/foodsovereignty_itdg_fian_print.pdf>

¹⁵ Sadie Beaugard "Food Policy for People: Incorporating Food Sovereignty Principles into State Governance." Senior Comprehensive Report, Urban and Environmental Policy Institute, Occidental College, Los Angeles, April, 2009, online: <ieham.org/html/docs/Incorporating%20food%20sovereignty%20principles%20into%20State%20governance.pdf> at 26 -27 [Sadie Beaugard].

¹⁶ *Ibid* at 60 citing: National Farmers Union. 2009. "About Us." Retrieved March 2009. (www.nfu.ca/about.html)

¹⁷ See e.g. Food Secure Canada, "Food Democracy and Governance: Towards a People's Food Policy Process", Discussion Paper, available online: foodsecurecanada.org <<http://foodsecurecanada.org/resources-news/newsletters/10-food-democracy-and-governance>>.

¹⁸ See e.g. People's Food Policy Project, "Resetting the Table: A People's Food Policy for Canada", Creative Commons, April 2011, available online: <http://peoplesfoodpolicy.ca/files/pfpp-resetting-2011-lowres_1.pdf>.

¹⁹ UN, Jean Ziegler, "The Right to Food: The right to food Report submitted by the Special Rapporteur on the right to food, Jean Ziegler, in accordance with Commission on Human Rights resolution 2003/25", Economic and Social Council, Commission on Human Rights, E/CN.4/2004/10, 9 February 2004 at para 24 [Jean Ziegler, 2004].

Food sovereignty is the right of peoples to healthy and culturally appropriate food produced through ecologically sound and sustainable methods, and their right to define their own food and agriculture systems. It puts those who produce, distribute and consume food at the heart of food systems and policies rather than the demands of markets and corporation.²⁰

Food sovereignty prioritizes “food production for domestic and local markets, based on peasant and family farmer diversified and agro-ecologically based production systems”²¹ as well as fair prices for producers, access and community control over land and other environmental resources, promotion of gender equality, protecting genetic (seed) diversity, and public investment in sustainable food systems.²² As summarized by Jean Ziegler, food sovereignty envisions a decentralization of the power and resources within the food system:

Food sovereignty also embodies a call for greater access to resources by the poor, especially women, challenging what is perceived as a growing concentration of ownership of resources. ... Food sovereignty calls for equitable access to land, seeds, water, credit and other productive resources so that people can feed themselves.²³

During De Schutter’s visit to Canada, he suggested that the emergence of food policies in some jurisdictions, such as Toronto, as a positive trend. De Schutter suggests that “[s]uch participatory models of food system management deserve support from the provincial, territorial and federal levels, in order to integrate them into a national level framework.”²⁴

In the United States, several municipal governments have implemented food sovereignty ordinances. For example, there are approximately ten towns in Maine that have implemented food sovereignty-like ordinances,²⁵ some of which have resulted in legal battles where the ordinances conflict with state-level milk safety laws.²⁶ Blue Hill, Maine, for example, passed a “Local Food and Community Self-Governance Ordinance” in 2011, exempting “producers and

²⁰ See eg. Claire Provost, “La Via Campesina celebrates 20 years of standing up for food sovereignty”, *The Guardian*, 17 June 2013 citing the *Declaration Of Nyéléni*, 27 February 2007, Nyéléni Village, Sélingué, Mali, online: [nyeleni.org <http://nyeleni.org/spip.php?article290>](http://nyeleni.org/spip.php?article290) [*Declaration Of Nyéléni*]

²¹ Jean Ziegler, 2004, *supra* at para 26.

²² *Ibid* at para 26.

²³ *Ibid* at para 31.

²⁴ De Schutter, *supra* at 6.

²⁵ Nathan Bellinger and Michael Fakhri, “The Intersection Between Food Sovereignty and Law”, *American Bar Association, Natural Resources & Environment* Volume 28, Number 2, Fall 2013 at 2.

²⁶ See *State of Maine v Dan Brown*, 2014 ME 79 (Maine Supreme Judicial Court), online: courts.maine.gov/opinions_orders/supreme/lawcourt/2014/14me79br.pdf; See also Jess Bigood, “Maine Court Fight Pits Farmers Against State and One Another”, *New York Times*, 18 June 2014, online: www.nytimes.com.

processors of local foods from state licensing and inspection requirements as long as their products are sold directly to consumers for personal consumption.”²⁷ At the state level, Wyoming has recently passed the bipartisan *Food Freedom Act*,²⁸ which allows for the sale of “processed produce, poultry, eggs and unpasteurized milk direct from the cook or farmer”.²⁹ Representative Lindholm, the bill’s sponsor, says “[t]his law will take local foods off the black market. It will no longer be illegal to buy a lemon meringue pie from your neighbor or a jar of milk from your local farm.”³⁰

In Saskatchewan, First Nations are at the forefront of implementing food sovereignty projects. In 2009, Flying Dust First Nations began farming a twenty-acre plot, which provides fresh produce to Flying Dust and other First Nations using a community supported agriculture (CSA) model for distribution. It is also a source of formal education in horticulture, and employs 18 people.³¹

The proposed pilot project is an excellent example of movement towards tangible implementation of the Right to Food, Saskatoon’s Food Charter, and local food sovereignty.

ii) Maintaining constitutionality

A) Avoiding Moral Reasoning

Several cases in Canada where defendants were charged with keeping animals have shown that it may be difficult to prove, at least in a courtroom, that responsible hen keeping will cause a nuisance or a risk to health and safety. For example, in a case from the Nova Scotia provincial court,³² the Judge found the following with respect to a family that kept chickens:

In summary, the chickens kept by this family are pets. They are in virtually every way inoffensive. There is no evidence that they are now creating excessive or even noticeable noise. There is no offensive odour. The way in which they are kept is not unsightly. The chickens remain on their own property seemingly doing

²⁷ Nathan Bellinger and Michael Fakhri, “The Intersection Between Food Sovereignty and Law”, American Bar Association, *Natural Resources & Environment* Volume 28, Number 2, Fall 2013. at 2.

²⁸ 15LSO-0276, HEA0077, Chapter 121.

²⁹ Melodie Edwards, “After Food Freedom Act Passes, Raw Milk Controversy Lingers”, 17 April, 2015, Wyoming Public Radio, online: <wyomingpublicmedia.org/post/after-food-freedom-act-passes-raw-milk-controversy-lingers>.

³⁰ Farm-to-Consumer Legal Defense Fund, “Wyoming Food Freedom Act Moves Toward Passage” 17 February 2015, online: <www.farmtoconsumer.org/wyoming-food-freedom-act-moves-toward-passage/>

³¹ Paul Hanley, “Fist Nation Growing its Way to Food Sovereignty”, 12 March 2015, Star Phoenix, online: <www.thestarphoenix.com/life/First+Nation+growing+food+sovereignty/10882492/story.htm>

³² *R v Smedley*, 2008 NSPC 9; 262 NSR (2d) 375. See also *R v Morelli* 2002 SKQB 294 [*Morelli*]; and *R v Hughes* 2012 ABPC 250

no harm to either the aesthetic qualities of the neighbourhood nor to the quiet enjoyment of the property of the immediate neighbours. As compared to some other activities that might be legally undertaken on a residential property, the keeping of these pet chickens seems relatively benign. No allegation has been made and no evidence has been adduced to suggest that these chickens attract vermin.³³

Municipalities do not hold any direct power under the Constitution; they possess only the powers that are delegated to them by provincial legislatures³⁴ and the power implicit and necessary to achieve the purposes of municipal government.³⁵ Notwithstanding the broad scope of municipal governance powers (health, welfare, safety and good government³⁶), municipalities cannot use bad faith reasoning, which reasoning that is “unreasonable, arbitrary and without the degree of fairness, openness and impartiality required of a municipal council.”³⁷ According to some cases improper reasoning also includes moral reasoning.³⁸

Saskatoon City Council in 2010 denied an application for an urban hen pilot project³⁹ based on loose suggestions of risks to health and safety (which the project aimed to measure), and the notion that “chickens belong in the country”. The prohibition of urban hen keeping, even if they are pets, coincides with legal scholar Mariana Valverde’s observation that “urban aesthetic regulation does not only empower certain groups of persons. It also ranks activities and spaces along a kind of moral ‘chain of being’”.⁴⁰ The idea that “chickens belong in the country, and if you want to keep chickens, so do you” tends to confirm Professor Andrea Gaynor’s observation that urban hen prohibitions relate closely to “a perceived out dated rural era in favor of a progressive urban ideology.”⁴¹ Accordingly, the reasoning in 2010, especially that chickens do not belong in the city, arguably floats on moral reasoning and might be unconstitutional.

³³ *Ibid* at 15.

³⁴ *Canada Ltée (Spraytech, Société d'arrosage) v Hudson (Town)*, 2001 SCC 40, [2001] 2 SCR 241 at para 20. [*Spraytech*]

³⁵ E.g. *East York (Borough) v Ontario* (1997), 34 OR (3d) 789, 43 OTC 287 (Gen. Div), aff'd (1997), 36 OR (3d) 733, 153 DLR (4th) 299 (CA), leave to appeal to SCC refused [1998] 1 SCR 797-98 citing *Smith v London (City)* (1909), 20 OLR 133 (Div Ct) at 160-61 (as suggested in class notes provided by Felix Hoehn).

³⁶ *Shell Canada Products Ltd. v Vancouver (City)*, [1994] 1 SCR 231; [1994] 3 WWR 609. at 26.

³⁷ *Duffield v Prince Albert (City)*, 2015 SKCA 46. at 15.

³⁸ See e.g. *R v Xentel* (2004) 243 DLR (4th) 451; 123 CRR (2d) 137 (ON SC), and *Prince George (City) v Payne*, [1978] 1 SCR 458, 75 DLR (3d) 1.

³⁹ David Hutton, “Council balks at backyard chickens – again”, 14 September 2010, The StarPhoenix, online: <blogs.thestarphoenix.com/2010/09/14/council-balks-at-backyard-chickens-again>.

⁴⁰ Mariana Valverde, *Everyday law on the street: city governance in an age of diversity*, (Chicago: The University of Chicago Press, 2012), at 50.

⁴¹ Andrea Gaynor, *Harvest of the Suburbs* (Perth: University of Western Australia Press, 2006) at 113.

B) Respecting freedom of expression and conscience

In *Bell v Toronto (City)*,⁴² the appellant, Sandra Bell, was successful in overturning a conviction under a municipal by-law that effectively prohibited naturalized gardens by way of prohibiting “excessive growths of weeds and grass”.⁴³ She argued that the prohibition violated her freedom to express her environmental beliefs, which were manifested through her “environmentally sound wild garden”.⁴⁴ Fairgrieve J. stated unequivocally that Ms. Bell’s practice was expressive:

There can be no doubt that the appellant's act of growing a naturalistic garden that included tall grass and weeds had expressive content and conveyed meaning. As an environmentalist, Ms. Bell implemented a landscaping form intended to convey her sincerely held beliefs concerning the relationship between man and nature. It also implicitly conveyed a critique of the prevailing values reflected in conventional landscaping practices. She testified that she meant to show her son, and presumably the public at large, that one could coexist with nature in a peaceful, nurturing way. In *Ross v School District No. 15, supra* at p. 865, La Forest J. repeated that “the unpopularity of the views espoused” is not relevant to determining whether their expression falls within the guarantee of freedom of expression. The fact that many people evidently do not share the appellant's environmental beliefs and disapprove of the way she chose to manifest them does not remove her chosen form of expression from the protection of s. 2(b).⁴⁵

In balancing the community’s purported interest in conventional uniformity with Ms. Bell’s interest in expressing her view of the relationship between people and nature, Fairgrieve J. had no hesitation in siding with Ms. Bell. Fairgrieve J. saw Ms. Bell’s activity as important, and the views of the community as less reasonable.

Fairgrieve J. compared the importance of Ms. Bell’s expressive activity to other *Charter* protected activities, such as pole dancing, and concluded that Ms. Bell’s “activity cannot be dismissed as too trivial or insubstantial to warrant constitutional protection.”⁴⁶ Fairgrieve suggests that “the appellant's expressing her environmental beliefs, conveying a statement about

⁴² [1996] OJ No 3146 [*Bell*].

⁴³ *Ibid* at para 7-9. The court was also live to a supplementary bylaw that limited the growth of “grass and weeds” on private property to less than 20 centimeters in height which was held to be motivated by purely aesthetic considerations.

⁴⁴ *Ibid* at para 14.

⁴⁵ *Ibid* at para 52.

⁴⁶ *Ibid* at para 53.

living in harmony with nature, and seeking self-fulfillment in her gardening practices come much closer to the "core values" underlying s. 2(b) than the forms of expression given protection in those cases."⁴⁷

Many parallels could be drawn between Ms. Bell's case and some of the citizens' of Saskatoon expression of food sovereignty and their desire to keep urban chickens as means of food self sufficiency, contrary to the prevailing modes of agriculture and consumption. Accordingly, undertaking the pilot project may prove to be a prudent exercise in respecting citizens right to freedom of expression and potentially freedom of conscience.⁴⁸

Conclusion

In the end, the proposed project will provide the city with data to better understand and manage risks associated with urban hen keeping. Evaluating risk in broad terms, the risks and nuisances associated with keeping hens (if any are proven to be serious risks) may nevertheless accede to the potential benefits (which should also be measured), such as: increased food security, decrease in food deserts, decreased obesity, reduction of food miles and climate change impacts, increased biodiversity through a reduced dependence on monocultures, decreased eutrophication, and improved animal welfare.⁴⁹ Accordingly, this project may assist in prescribing a safe and effective way for citizens to keep urban hens (as opposed to prohibiting them) and will further Saskatoon's commendable efforts towards meeting the objectives of the Saskatoon Food Charter.

⁴⁷ *Ibid.*

⁴⁸ In *R v Big M Drug Mart Ltd* [1985] 1 SCR 295, Dickson C.J. explains that the values underlying our political and philosophic traditions "demand that every individual be free to hold and to manifest whatever beliefs and opinions his or her conscience dictates." Dickson C.J. held that the freedom includes the freedom to act and the freedom from being compelled to act, stating that freedom "embraces both the absence of coercion and constraint, and the right to manifest beliefs and practices... no one is to be forced to act in a way contrary to his beliefs or his conscience..." These principles were applied to find freedom of conscience in *Maurice v Canada* [2000] 210 DLR (4th) 186; 215 FTR 315.

⁴⁹ See e.g. Sarah B. Schindler, "Of Backyard Chickens and Front Yard Gardens: The Conflict Between Local Governments and Locavores", 87 Tul L Rev 231 2012-2013 at 233 [Schindler]

Urban Hens

City	Year	Source	Notes
Airdrie, AB PILOT PROJECT	2015	Draft of Animal Control Bylaws, Urban Agriculture Pilot Project, and city council notes approving the Urban Agriculture Pilot Project	Livestock, which explicitly includes chickens, are not currently allowed except for the Urban Agriculture Pilot Project. The pilot project was slotted to run for 18 months and began in the summer of 2014, so results are expected in the near future. Lot size 400 m ² or 4305 ft ²
Black Diamond, AB ALLOWED 6	Oct 2015 after pilot project	news story http://www.westernwheel.com/article/Council-approves-urban-chickens-20151014	Among the recommendations administration presented to council last week was implementing a \$25 participation fee, down from the pilot project cost of \$50, requiring an initial inspection and subsequent inspections to take place on a complaint basis only, that the coops be one metre from side property lines and 1.5 from rear property lines and increasing the number of hens allowed from four to six. Council also approved a \$150 fine for breaking the rules, keeping more than the permitted number of hens, owning a rooster, having an unsanitary coop, keeping hens when not permitted and for slaughtering hens within the town limits.
Brampton, ON ALLOWED 2	2012	Animal Control Bylaws	Residents are allowed to keep up to two domestic fowl without obtaining a license (11(1), 11(2), 14.1) can license up to 10 if you have more than an acre (section 14f)
Colwood, BC ALLOWED 4	2013	http://www.colwood.ca/discover-colwood/pets-animals/backyard-chickens	Colwood Council approved an amendment to the Animals Bylaw to allow up to four (4) chickens on single family residential property with an area of between 5,920 – 43,045 square feet (550 – 3,999 square meters).
Cornorbrook, NFLD ALLOWED 4	2017	http://www.cbc.ca/news/canada/newfoundland-labrador/hen-backyard-bylaw-corner-brook-city-council-1.3939248	4 year pilot project, 4 hens, curfew - penned between 9pm and 6am.
District of Esquimalt, BC ALLOWED 7	2015	Animal Management Bylaw 2015, No. 2841	Esquimalt allows the keeping of up to 7 “Urban Hens” on any parcel zoned for Single Family or Two Family Residential Use
District of Oak Bay, BC ALLOWED 5-10	1999	BYLAW NO. 4013 Animal Control bylaw, 1999 https://www.oakbay.ca/sites/default/files/municipal-services/bylaws/4013.pdf	The health of the chickens, egg production, avoidance of pest infestations, and the impact on neighbours are all helped by understanding best practices around urban chicken care. We encourage you to research the time commitment, space, and equipment required to successfully raise chickens as the first step in this process.

Urban Hens

District of Saanich ALLOWED 5	2004	Animal Control Bylaws	Residents may keep up to 5 backyard hens on any parcel of land in single-family residential zone at least 557m ² upon registration with the municipality (38.1-38.7)
Drummondville, QC ALLOWED	2016	http://www.cbc.ca/news/canada/montreal/drummondville-backyard-chickens-1.3491839	Drummondville now joins Sorel-Tracy, Chambly and Carignan as places where the practice is allowed.
Edmonton, AB PILOT PROJECT 3-8	2016	Animal Control Bylaws, Urban Hens Pilot Project	Backyard poultry not yet allowed, but a pilot project is underway to allow residents to keep urban chickens (Pilot project extended for 2 years in spring 2016)
Fredericton, NB ALLOWED 3	2013	Zoning Bylaw	Up to three hens may be kept on the lot of a single detached dwelling (7.3(9)) However, notable \$250 application fee may be one reason why participation is still low? http://www.cbc.ca/news/canada/new-brunswick/fredericton-s-urban-chicken-bylaw-attracts-a-small-flock-1.3150715
Grande Prairie, AB	2015	Zoning Bylaw, Animal Control Bylaw, City Council Highlights - June 2015	There is no bylaw specifically prohibiting chickens at the present moment - there is a bylaw prohibiting livestock (Animal Control Bylaws - 5.3), but livestock isn't specifically defined and thus could be argued that it does not include chickens. In June of last year, city council was approached to explicitly permit backyard poultry. The discussion was sent on to the Community Safety Committee, but no further appears to be available yet.
Guelph, ON ALLOWED	1985	Poultry Bylaw, Animal Bylaw Review - Public Feedback (Public review started in 2015)	Ducks, geese, poultry, and pigeons may all be kept within city limits IF kept in a pen which is regularly cleaned and disinfected, and 50' from churches, schools, or other people's dwellings. However, the animal control bylaws are being reviewed, and public opinion seems to support less strict poultry bylaws.
Kelowna, BC ALLOWED 10	2012	Animal and Poultry Regulation and Animal Pound Bylaw, Report on Urban Chickens for City Council	In Agricultural Zones (A1), Rural Residential Zones (RR1, RR2, and RR3), and Large Lot Housing Urban Residential Zones (RU1), up to 10 hens can be kept on the property if the lot is bigger than a half acre in size. No chickens are allowed to be kept in any other zoning districts. (2.(a)-2.(e))
Kingston, ON ALLOWED 6	2015	Animal Control Bylaws, Backyard Hens Application, Backyard Hen Rules	Up to six hens may be kept by residents upon receiving a permit (4.17a-s)

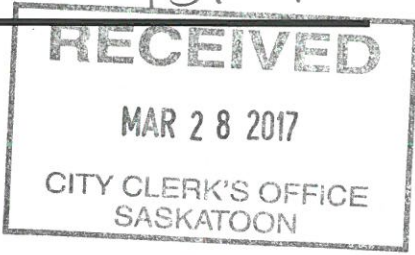
Urban Hens

Kitchener, ON ALLOWED 4	2016	Animal Control Bylaws, News Article	http://www.cbc.ca/news/canada/kitchener-waterloo/kitchener-backyard-chickens-proposed-by-law-city-hall-1.3830609 coops be set back 1.2 m from the rear lot line and 3 m from the side lot line and the coops must be inspected by the city, and anyone wanting to keep chickens will have to pay a \$50 registration fee.
Moncton, NB ALLOWED 4	2016	Zoning Bylaws, Guide to Proposed Zoning Bylaw Changes (Zoning change regarding urban agriculture proposed in 2013)	Under bylaw (142), urban agriculture, including keeping hens, is allowed in zones R2 (2 unit), R2U (urban dwelling), and R3 (multi unit dwelling), but is subject to regulations laid out in 100(1)-100(5) http://www.cbc.ca/news/canada/new-brunswick/moncton-s-backyard-chicken-by-law-draws-little-interest-1.2684143
Montreal in community gardens ALLOWED 10	2016	http://www.cbc.ca/news/canada/montreal/mercier-hochelaga-maison-neuve-to-allow-chickens-1.3095500	In Montreal, some boroughs allow chickens, including in Mercier-Hochelaga-Maisonneuve where chickens are allowed in pens in eight community gardens.
Niagara Falls, ON ALLOWED 10	2010	Animal Control Bylaws	Residents are currently allowed to keep up to ten chickens (Schedule "C" - page 5)
Peace River, AB ALLOWED 6	2010	Animal Control Bylaw	Up to 6 hens may be kept for the purpose of urban agriculture (Part I - section 1., Part IV - sections 3 & 4)
Quinte West, ON ALLOWED	2014	Zoning Bylaw	Residents are allowed to keep backyard hens in single family dwelling areas if their lot is at least 1 acre (~4050m ²)
Red Deer, AB ALLOWED 4	2014	Chicken Bylaw	Upon receiving a license, residents may keep up to 4 urban chickens
Richmond, BC ALLOWED		Animal Control Bylaw	Poultry may be kept on lots that are greater than 2000m ² (3.1)
Rossland, BC ALLOWED	2013	Animal Control Bylaw 2548	no number restriction noted - poultry not allowed to stray or be At Large in public place or graze on unfenced land.
St Albert, AB ALLOWED 4	Sept 2016 Pilot Project	news story http://www.cbc.ca/news/canada/edmonton/backyard-chicken-pilot-project-approved-in-st-albert-1.3783721	4 hens, 20 households, neighbours in a 60 metre radius need to approve. Final report Sept 2018
Surrey, BC ALLOWED 4	2016	Zoning Bylaw	http://www.surrey.ca/bylawsandcouncilibrary/BYL_reg_18754.pdf residential lots greater than 669 square meters [7,200 sq. ft.] but less than 0.4 hectares [1 acre]. http://www.surrey.ca/community/13805.aspx

Urban Hens

Trent Hills, ON ALLOWED	2016	Animal Control Bylaws, 2016 Ammendment, Backyard Chicken Policy Review	Residents are allowed to keep domestic fowl only if suitable coops are provided AND they are located 30m from neighbours homes (4.1-4.6)
Turner Valley, AB ALLOWED		news story http://www.westernwheel.com/article/Council-I-approves-hens-201511104	Those interested in owning hens must pay a \$30 licensing fee and adhere to regulations outlined in the animal control bylaw. A \$150 fine will be issued for such offenses as exceeding the maximum six hens, failing to maintain a sanitary coop, keeping hens when not permitted, selling eggs, manure, meat or other related products, slaughtering or euthanizing hens within the town limits and allowing the birds to run at large. The bylaw also states that yards must be secured, each hen must have one clipped wing and the coops must be a minimum of one metre from the property line adjacent to a neighbour.
Vancouver, BC ALLOWED	2016	Animal Control Bylaws, Backyard Chicken Guidelines, Basic Hen Care and Chicken Coop Building http://www.vacs.ca/bylaw-regulations/backyard-chickens/register-your-chickens	Residents may keep backyard hens after registration with the city (7.2, 7.15, 7.16)
Victoria, BC ALLOWED			It is lawful to keep poultry (chickens, ducks, geese). Roosters are prohibited. There is no maximum number of poultry permitted, but the number must be consistent with use for personal egg consumption.
Whitehorse, YT ALLOWED 6	2012	Animal Control Bylaws	Upon obtaining a permit, residents may keep up to 6 backyard hens (36-42)
Smithers, BC ALLOWED	2015	Bylaw No. 1781 section 2.1.3	"backyard hen keeping means the keeping of hens, as they are defined in the Animal Control Bylaw, and as permitted in this bylaw, except in the case of an Agricultural, Commercial, or Industrial use, and as regulated by the Town of Smithers Animal Control & Licensing Bylaw No. 1780,2015."
District of Summerland ALLOWED	2015	http://www.summerland.ca/your-city-hall/bylaws-policies/backyard-chickens	An amendment to the Animal and Pound Regulation Bylaw No. 93-028 was adopted by Council on October 26, 2015 allowing for the keeping of backyard chickens on residential properties with a single family dwelling or a duplex.

151-1



From: City Council
Sent: March 28, 2017 7:05 AM
To: City Council
Subject: Form submission from: Write a Letter to Council

Submitted on Tuesday, March 28, 2017 - 07:05
Submitted by anonymous user: 192.135.230.68
Submitted values are:

Date: Tuesday, March 28, 2017
To: His Worship the Mayor and Members of City Council
First Name: Amanda
Last Name: Doran
Address: 111 Anglin Cres
City: Saskatoon
Province: Saskatchewan
Postal Code: S7J5E8
Email: a_m_mcreynolds@yahoo.com

Comments: I am writing in support of the backyard chicken pilot project. Before moving to Saskatoon, my family kept a small flock of chickens. The birds were friendly and affectionate pets just like dogs or cats. However, unlike dogs or cats they also provided fresh, nutritious eggs for our family. Our children helped to care for them, learning to be responsible care givers, and our neighbors benefitted from the fresh eggs as well. In an urban setting, chickens can reduce the number of insects, improve yard aeration, and increase the nutritional content of the eggs we eat. There is no denying the benefit of fresh eggs! I see no reason to deny residents the right to raise chickens. We can keep dogs and cats, both of which produce far more waste and can be a threat when poorly behaved. Thank you for your consideration.

The results of this submission may be viewed at:
<https://www.saskatoon.ca/node/398/submission/161886>

151-1

From: City Council
Sent: March 28, 2017 7:45 AM
To: City Council
Subject: Form submission from: Write a Letter to Council



Submitted on Tuesday, March 28, 2017 - 07:44
Submitted by anonymous user: 167.129.128.197
Submitted values are:

Date: Tuesday, March 28, 2017
To: His Worship the Mayor and Members of City Council
First Name: Anna
Last Name: Cole
Address: 1110 Tiffin Cres
City: Saskatoon
Province: Saskatchewan
Postal Code: S7L3R3
Email: anna.cole@usask.ca
Comments:

I am writing in support of the backyard chicken pilot project proposal. I have read the proposal and find it to be well thought out, balanced, and well supported by other jurisdiction's experience and many local experts. I don't actually want to own chickens myself - I realize that pets that require care twice a day that you can't travel with are a big commitment. The same, however, can be said about dogs, which I also don't want to own. In fact, generally, most of the objections to hens can be applied to dogs, which seem to be allowed without question.

I ask that you allow the pilot to proceed and assess the success of backyard hens on the experience of that project.

Thank you.

The results of this submission may be viewed at:
<https://www.saskatoon.ca/node/398/submission/161891>

151-1

From: City Council
Sent: March 28, 2017 8:20 AM
To: City Council
Subject: Form submission from: Write a Letter to Council



Submitted on Tuesday, March 28, 2017 - 08:19
Submitted by anonymous user: 216.197.247.86
Submitted values are:

Date: Tuesday, March 28, 2017
To: His Worship the Mayor and Members of City Council
First Name: Elya
Last Name: Lam
Address: 325 Boychuk Drive
City: Saskaton
Province: Saskatchewan
Postal Code: S7H4J8
Email: elyalam@gmail.com
Comments:

Please accept this letter as a symbol of my support for the Bridge City Chicken urban henkeeping proposal, which shall be presented to City Council at their April 3rd, 2017 meeting (Standing Policy Committee on Planning, Development and Community Services. I believe the benefits of urban henkeeping are many, and would love to see this proposal passed and made legal (as it has in many other urban centres).

Thank you!

The results of this submission may be viewed at:
<https://www.saskatoon.ca/node/398/submission/161894>

151-1

From: City Council
Sent: March 28, 2017 8:27 AM
To: City Council
Subject: Form submission from: Write a Letter to Council



Submitted on Tuesday, March 28, 2017 - 08:26
Submitted by anonymous user: 174.2.84.244
Submitted values are:

Date: Tuesday, March 28, 2017
To: His Worship the Mayor and Members of City Council
First Name: Meghan
Last Name: Fossenier
Address: 118 postnikoff cres
City: Saskatoon
Province: Saskatchewan
Postal Code: S7M 4Z3
Email: geoffandmegs@gmail.com
Comments: I am in support of starting a pilot project to allow chickens in our backyards. I believe urban farming will have an excellent impact on our community.

The results of this submission may be viewed at:
<https://www.saskatoon.ca/node/398/submission/161895>

151-1



From: City Council
Sent: March 28, 2017 8:41 AM
To: City Council
Subject: Form submission from: Write a Letter to Council

Submitted on Tuesday, March 28, 2017 - 08:40
Submitted by anonymous user: 207.195.86.184
Submitted values are:

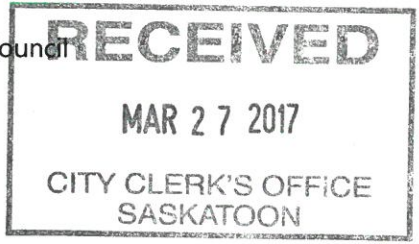
Date: Tuesday, March 28, 2017
To: His Worship the Mayor and Members of City Council
First Name: Mitchell
Last Name: Preston
Address: 303 Lowe Road
City: Saskatoon
Province: Saskatchewan
Postal Code: S7S 1P2
Email: billy_cambel@hotmail.com

Comments: I am strongly in favour of having healthy chicken coops in our city and would gladly help others in the community. I beleive in sustainability and education for all ages to understand where our food comes from. Please let Saskatoon move onto a better smarter place.

The results of this submission may be viewed at:
<https://www.saskatoon.ca/node/398/submission/161898>

151-1

From: City Council
Sent: Monday, March 27, 2017 12:55 PM
To: City Council
Subject: Form submission from: Write a Letter to Council



Submitted on Monday, March 27, 2017 - 12:54
Submitted by anonymous user: 184.70.63.106
Submitted values are:

Date: Monday, March 27, 2017
To: His Worship the Mayor and Members of City Council
First Name: Barbara
Last Name: Hanbidge
Address: 722 3rd Street East
City: Saskatoon
Province: Saskatchewan
Postal Code: S7H 1M3
Email: hanbidgeb@gmail.com
Comments:

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

This letter is in support of the proposal from Bridge City Chickens (BCC) for a backyard hen pilot project in Saskatoon. My familiarity and very positive experiences with back yard chickens is from Victoria and Parksville BC and I want to compliment this group for their thorough research which has set the stage for a sound pilot project. The collaboration of the of agencies and institutions that BCC has contacted and who are supporting this initiative will be very beneficial.

I would like to thank BCC for their efforts and look forward to visiting some of the yards involved with this pilot project in the future.

Regards,

Barbara Hanbidge

The results of this submission may be viewed at:
<https://www.saskatoon.ca/node/398/submission/161703>

Land Use Applications Received for the Period from February 16, 2017 to March 15, 2017

Recommendation

That the information be received.

Topic and Purpose

The purpose of this report is to provide detailed information on land use applications received by the Community Services Department for the period from February 16, 2017 to March 15, 2017.

Report

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

Public Notice

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

Attachment

1. Land Use Applications

Report Approval

Reviewed by: Lesley Anderson, Director of Planning and Development

Approved by: Kara Fagnou, Acting General Manager, Community Services Department

S/Reports/2017/PD/Land Use Apps/PDCS – Land Use Apps – April 3, 2017/lc

Land Use Applications Received for the Period from February 16, 2017 to March 15, 2017

The following applications have been received and are being processed:

Condominium

- Application No. 2/17: 210 Wellman Lane (4 Commercial Units)
 Applicant: Webb Surveys for Pacific Place Hotels
 Legal Description: Lot 6, Block 200, Plan No. 102072169
 Proposed Use: Construction of a 3-storey condominium with
 4 commercial units and an underground
 parkade with 20 parking units

 Current Zoning: IB
 Neighbourhood: Stonebridge
 Date Received: March 8, 2017

Discretionary Use

- Application No. D4/17: 102 109th Street West
 Applicant: J.J. Kahmo Holdings
 Legal Description: Lots 3 and 4, Block 2, Plan No. I5611
 Proposed Use: Parking Station in R2 District
 Current Zoning: R2
 Neighbourhood: Sutherland
 Date Received: March 8, 2017

Subdivision

- Application No. 9/17: 510 Kloppenburg Crescent
 Applicant: Altus Geomatics for Zhang Brothers Dev. Corp.
 Legal Description: Parcel GG, Plan No. 102107562
 Proposed Use: 25 Unit Bareland Condominium
 Current Zoning: RMTN
 Neighbourhood: Evergreen
 Date Received: March 8, 2017

- Application No. 10/17: Brighton Circle
 Applicant: Meridian Surveys for Dream Asset
 Management Corp.
 Legal Description: Blocks 110 and 111, Plan No. 102208373
 Proposed Use: For future residential development
 Current Zoning: RMTN
 Neighbourhood: Brighton
 Date Received: March 8, 2017

Attachments

1. Plan of Proposed Condominium No. 2/17
2. Plan of Proposed Discretionary Use No. D4/17
3. Plan of Proposed Subdivision No. 9/17
4. Plan of Proposed Subdivision No. 10/17

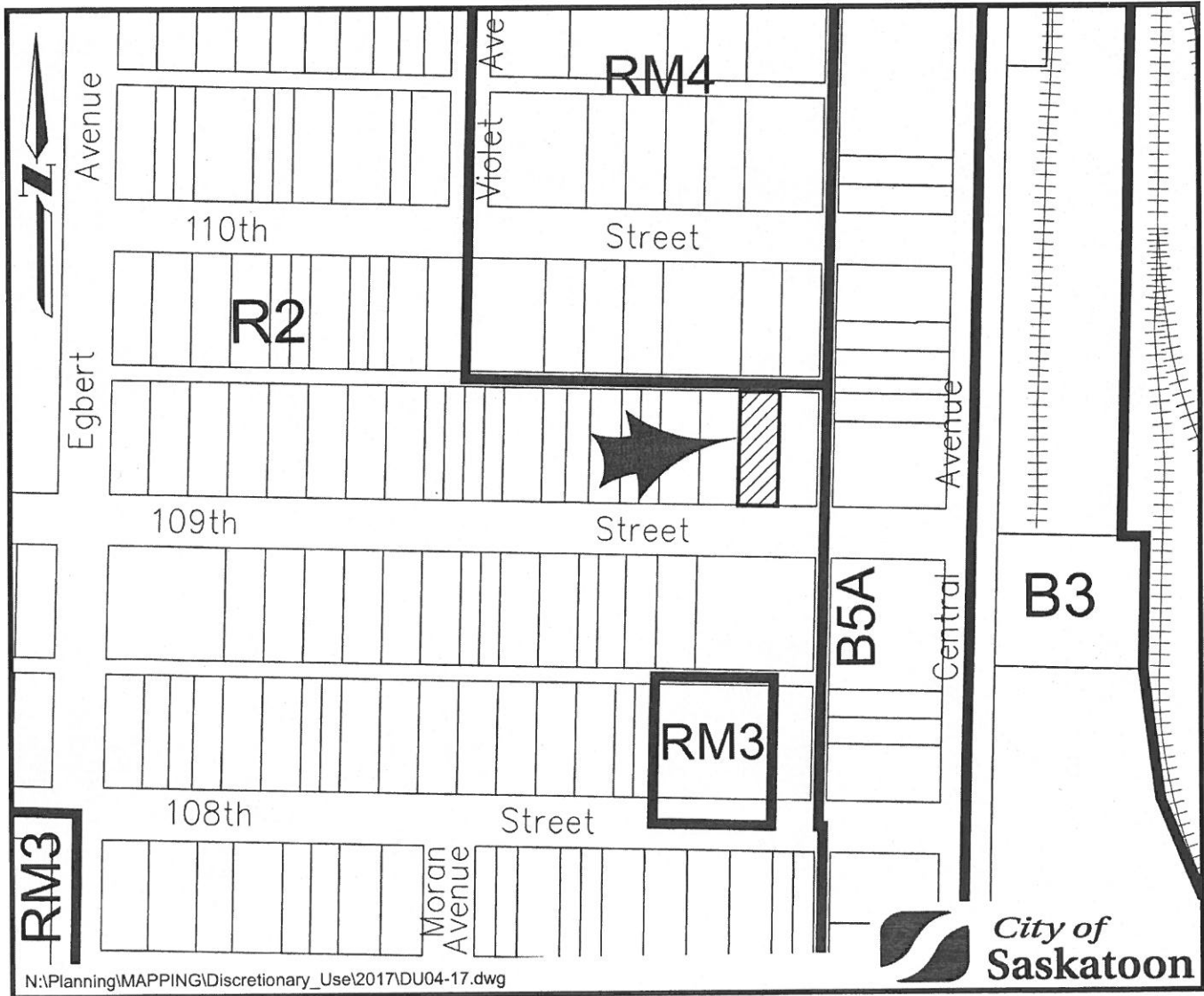
SHEET NUMBER 1 OF 3
SITE PLAN & LEGEND

PLAN OF SURVEY SHOWING SURFACE
BUILDING CONDOMINIUM FOR
LOT 6, BLOCK 200
PLAN NO. 102072169
N.W. 1/4 OF SEC. 10
TWP. 36, RGE. 5, W. 3rd MER.
SASKATOON, SASKATCHEWAN
BY: D.L. CODLING, S.L.S.
DATE: FEBRUARY 2017
SCALE: AS SHOWN

- LEGEND:**
1. Measurements are in metres and decimal thereof.
 2. Measurements showing the position of the building in relation to the outer boundaries of the parcel are taken to the concrete foundation or ground level.
 3. Commercial unit numbers are shown as 1, 2, 3, etc. on sheets 2 & 3.
 4. Regular commercial unit boundaries are shown on sheets 2 & 3 by a heavy solid line and are defined as follows:
a. The portion of any interior finishing material that forms the surface of any common and exterior wall, floor, or ceiling.
 5. The doors and windows form part of the regular commercial units.
 6. All structural walls, columns, other supports, building ductwork, plumbing, etc. that form part of the overall building infrastructure are common property.
 7. All parking spaces are shown with associated (CPS) of The Condominium Property Act.
 8. Storage spaces shown on Sheet 3 are designated as S1, S2, S3, etc. and are common property.
 9. All areas not designated with a unit number are common property.
 10. The parcel within the line of approval has an Extension 0.
 11. Standard iron posts found are shown. The signs are shown as follows:
a. The Datum used (NAD83 (CSRS99))
b. RP (Right of Way)
c. W (Water)
d. U (Utility)
 12. The Projection used: UTM Zone 13N extended
13. The datum used: NAD83 (CSRS99)
14. The date of the survey: February 5, 2015
15. RP Coordinates are derived as of February 5, 2015



Plan of Proposed Discretionary Use No. D4/17



N:\Planning\MAPPING\Discretionary_Use\2017\DU04-17.dwg

PLAN OF PROPOSED SUBDIVISION AND BARELAND CONDOMINIUM
of All of

Surface Parcel No. 202736123
Parcel GG, Plan 102107562
S.W. 1/4 Sec. 18 - Twp. 37 - Rge. 4 - W3Mer.
City of Saskatoon
Saskatchewan
Calvin W.A. Bourassa, S.L.S.
2016
Scale 1:500

OWNER(S):

Zhang Bros. Development Corp.

Measurements are in metres and decimals thereof.
Measurements are approximate and may vary by ±0.5m.
Area to be approved is outlined in bold dashed line and contains 0.69 ha (1.71 ac).
Bare Land Unit numbers are shown 1, 2, 3, etc.
All areas not designated by a unit number are common property.

2	Combined Units B & C	Sept. 29, 2016	SY-CP
1	Updated unit boundaries	June 15, 2016	AP-DC
0	Issued	May 5, 2016	AP-DC
REV.	REVISION	DATE	INITIALS

Job No.: 193422 File: 193422PPR

Preliminary Survey: N/A
Dated at Saskatoon in the Province of Saskatchewan this 29th day of September, 2016.

Saskatchewan Land Surveyor



Toll Free: 1-800-465-6233
www.altusgeomatics.com

Examined: City of Saskatoon
: Approved under the provisions of the City of Saskatoon.

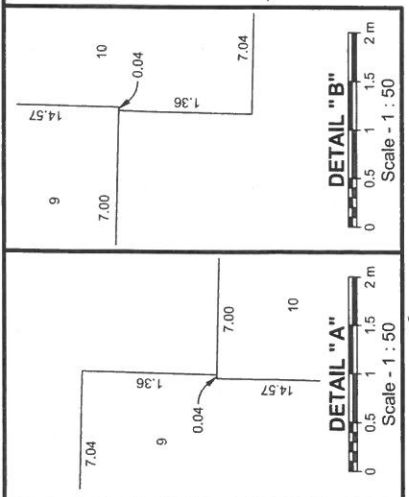
: General Manager of the Comm Services Department
Date:



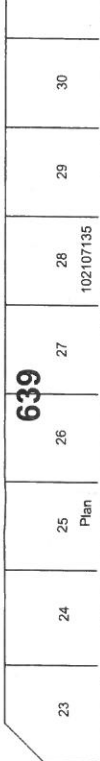
SEE DETAIL "A"

7.15	7.00	7.04	7.00	7.00	7.15
6	7	8	9	10	11
14.57	10.2m ²	10.2m ²	14.57	10.2m ²	10.2m ²
7.15	7.00	7.00	7.00	7.00	7.15

SEE DETAIL "B"



Kloppenburg Crescent



D4 Plan 102088953

Plan 102094095

69

EXAMINED DEVELOPER: DREAM ASSET MANAGEMENT CORPORATION

SEAL

EXAMINED: CITY OF SASKATOON
Approved under the provisions of Bylaw No. 6397 of the City of Saskatoon.

General Manager of the Community Services Department

Date: _____ A.D. 2017.

By: *[Signature]*
REGINA CORWMAN LAND SURVEYOR

NOTES

- 1. Plans to be completed in accordance with a survey and contain 1:750 horizontal scale of feet.
- 2. All measurements are approximate and may vary by 0.1 metres.
- 3. Distance dimensions are approximate and may vary by 0.1 metres.
- 4. Building footprints are supplied by owner by DREAM.

LEGEND

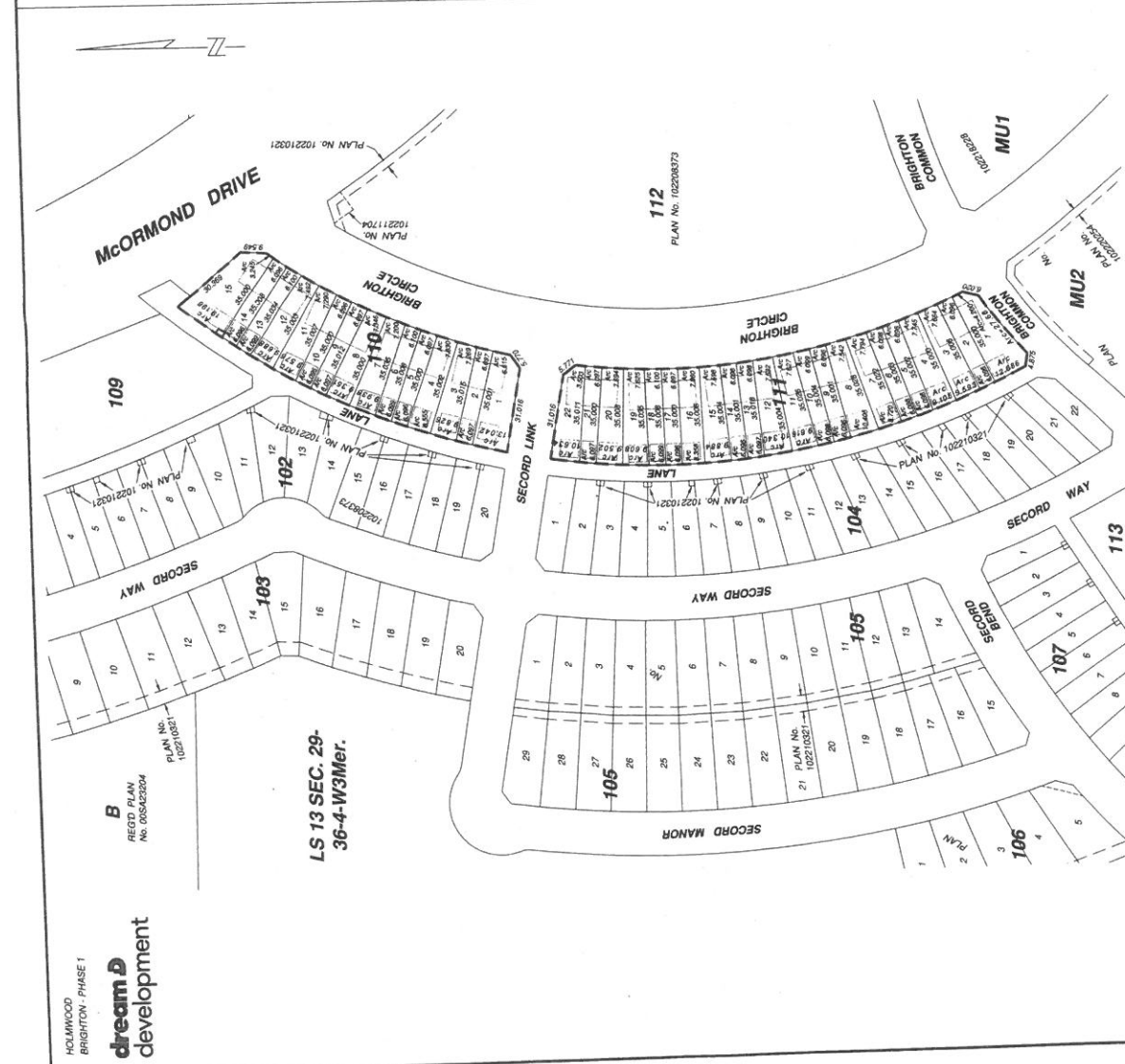
Proposed Estimation:

- 3m SaskPower
- 3m SaskPower, SaskTel, and Shaw Cable Systems
- 5m SaskPower, SaskTel, and Shaw Cable Systems
- 2.0m x 2.0m SaskPower easement for transformer
- 2.75 x 2.0m SaskPower easement for pedestal
- Indicates Mail Box location.

PLAN OF PROPOSED SUBDIVISION
showing subdivision of all of
Block 110, Plan No. 102208373 in
N.W. 1/4 Sec. 29 & S.W. 1/4 Sec. 32,
and all of
Blocks 111, Plan No. 102208373 in
N.W. 1/4 Sec. 29
all within
TWP.36- RGE.4- W.3.MER
SASKATOON, SASKATCHEWAN
Scale: 1 : 1,000

No.	Date	Revision	Drawn By	Checked By
6	March 3, 2017	Added SaskPower/Other easement requirement in Lot 15, Block 110	mmf	mmf
5	Jan. 21, 2017	1. Adjusted lot widths and areas 2. Updated surveying plans 3. Updated easement requirements	mmf	mmf
4	Sept. 17, 2015	Adjusted lot widths Block 109 & 110. Added Phase 1 adjustments	mmf	mmf
3	May 6, 2015	Adjusted lot areas in Blocks 109 & 110. Added Phase 1 adjustments	mmf	mmf
2	Nov. 26, 2014	Adjusted lot areas in Blocks 109 & 110. Added Phase 1 adjustments	mmf	mmf
1	Sept. 15, 2014	Adjusted lot areas in Blocks 109 & 110. Added Phase 1 adjustments	mmf	mmf

Drawn By: [Signature] File No.: DW14170
Checked By: [Signature] File No.: DW14170
Date: September 8, 2014
Scale: 1:1000
Sheet: 1 of 1
Meridian Survey Ltd.



The Business Profile - Annual Report 2016

Recommendation

That the information be received.

Topic and Purpose

The Community Standards Division, Business License Program, provides business information as a value-added service to the business and development community. As part of this program, the Business Profile is published annually to provide a summary and analysis of business activity in the city of Saskatoon.

Report Highlights

1. A total of 1,190 new businesses were licensed in 2016, bringing the total number to 10,800.
2. Of the 10,800 total licensed businesses, 58% (6,276) are commercial/industrial, and 42% (4,524) are home-based.
3. The total number of licensed businesses increased by 1.3% since 2015 and by 43% since 2006.

Strategic Goal

The annual report of business information for the City provides measures and support for the City's Strategic Goal of Economic Diversity and Prosperity. In particular, the annual report provides information on two success indicators for this Strategic Goal:

- i) the number of business licenses issued; and
- ii) the rate of business growth.

Report

The Business Profile - Annual Report 2016 (see Attachment 1) provides comprehensive statistical information related to commercial/industrial and home-based business activity in the City.

Communication Plan

The annual report is made available to the public at City Hall and through the City of Saskatoon website. Digital copies are emailed to all licensed business owners. Copies will be provided to various community stakeholders for distribution to their customers and clients.

Other Considerations/Implications

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

Due Date for Follow-up and/or Project Completion

An annual summary and analysis report of business activity in the City, based on business licensing data, has been produced on an annual basis since the year 2000. The 2017 Annual report will be presented to City Council within the first quarter of 2018.

Public Notice

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

Attachment

1. Business Profile - Annual Report 2016

Report Approval

Written by: Mark Wilson, Planner, Community Standards Division
Reviewed by: Andrew Hildebrandt, Director of Community Standards
Approved by: Kara Fagnou, Acting General Manager, Community Services
Department

S/Reports/2017/CS/PDCS – the Business Profile – Annual Report 2016/gs

BUSINESS Profile

2016



Business License Program – Annual Report 2016

The Community Standards Division, Business License Program, licenses all businesses operating from a fixed address within Saskatoon. This includes all home based businesses as well as businesses operating from commercial and industrial locations.

The Business Profile Annual Report provides a summary and analysis of business activity in Saskatoon, including information on new businesses, commercial/industrial businesses, and home based businesses for 2016.

All data contained within this publication was obtained by the City of Saskatoon through the Business License Program. All businesses have been classified based on their primary business type or activity according to the North American Industry Classification System (For more information on NAICS, visit www.statcan.gc.ca and search “NAICS 2012” or email infostats@statcan.ca).

2016 Highlights:

- Continued growth in 2016; the number of licensed businesses increased by **1.32%** since 2015
- **43%** increase in licensed businesses over the last 10 years
- **755 new** Home Based Business Licenses were issued in 2016 (Home Based Businesses represent **63%** of new business licenses issued in 2016 and **42%** of the total licensed businesses in Saskatoon)
- The Central Business District had the greatest number of **new** commercial/industrial businesses (representing **14%** of all new licensed businesses)
- The Trade (Wholesale & Retail) sector continued to see the highest number of **new** commercial/industrial applications (representing **27%** of all new licensed businesses)
- The Construction sector continued to have the greatest number of **new** Home Based licenses issued, (representing **22%** of all new home based businesses). This was followed closely behind by the Administrative and Support, Waste Management and Remediation Services (**21%**)

Total Licensed Businesses

An increase of more than 43% since 2006 2

New Businesses

1,190 new business licenses in 2016 3

Street Use Activity

19 food trucks licensed in 2016 3

Commercial/Industrial Businesses

Represents 58% of all licensed businesses in 2016 4

Home Based Businesses

Up 105% since 2006 5

Appendix 1 - Commercial Businesses by NAICS 8

Appendix 2 - Commercial Businesses by Neighbourhood 9

Appendix 3 - Home Based Businesses by NAICS 10

Appendix 4 - Home Based Businesses by Neighbourhood 11

Total Licensed Businesses

The City of Saskatoon Business License Program requires all businesses to obtain a license prior to operating. In 2016, there were 10,800 businesses licensed by the program. Figure 1 illustrates the overall business growth in Saskatoon and identifies the total number of home based and commercial/industrial businesses licensed from 2006 to 2016. The total number of businesses has increased by more than 43% since 2006.

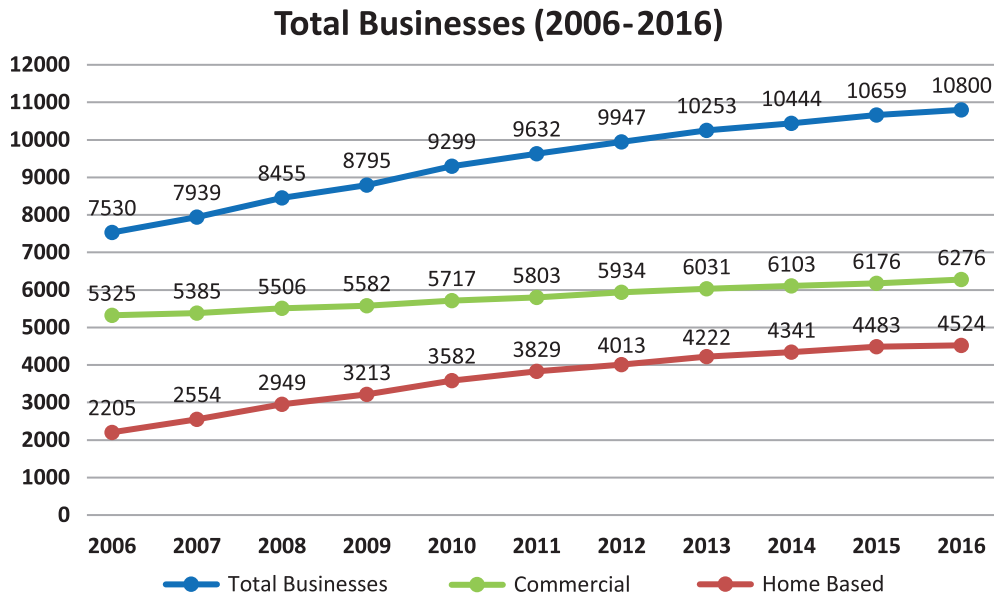


Figure 1: Total Licensed Businesses, 2006-2016

Saskatoon's total licensed businesses can be divided into two major sectors: (1) goods-producing and (2) services-producing. As shown in Figure 2, Saskatoon's economy is primarily made up of services-producing businesses.

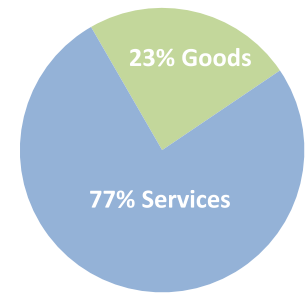


Figure 2: Total Licensed Businesses by Major Sector, 2016

Table 1 provides a breakdown of all licensed businesses in Saskatoon by goods- and services-producing sectors as well as by NAICS sectors for the years 2011 to 2016.

Table 1: Total Licensed Businesses by NAICS Sector, 2011-2016

	2011	2012	2013	2014	2015	2016	
Goods-producing sector	Agriculture, Forestry & Fishing	8	10	13	12	12	
	Mining, Oil & Gas Extraction	37	47	51	51	46	43
	Construction	1,667	1,780	1,924	1,957	2,013	1,946
	Manufacturing	458	471	472	471	472	470
	Total, goods-producing sector	2,170	2,308	2,460	2,491	2,545	2,471
Services-producing sector	Trade (Wholesale & Retail)	2,040	2,046	2,023	2,039	2,072	2,078
	Transportation & Warehousing	264	266	264	270	282	280
	Finance, Insurance, Real Estate & Leasing	499	517	528	553	539	522
	Professional, Scientific & Technical Services	1,215	1,271	1,310	1,324	1,335	1,367
	Business, Building & Other Support Services	693	723	757	787	801	864
	Educational Services	220	231	235	233	240	253
	Health Care & Social Assistance	466	483	483	485	498	505
	Information, Culture & Recreation	305	298	306	329	321	339
	Accommodation & Food Services	606	630	650	668	697	757
	Other Services	1,154	1,174	1,237	1,265	1,329	1,364
	Total, services-producing sector	7,462	7,639	7,793	7,953	8,114	8,329
Total, all sectors	9,632	9,947	10,253	10,444	10,659	10,800	

The Trade sector continues to be the largest services-producing sector in 2016. The Trade sector includes both Wholesale and Retail and accounts for approximately 19% of all licensed businesses. The Accommodation & Food Service sector showed the largest growth, increasing 8% over 2015. The Construction sector makes up the largest component of the goods-producing sector and accounts for 18% of all licensed businesses. The top four sectors make up 62% of the total number of licensed businesses in Saskatoon. These sectors include Trade, Construction, Professional, Scientific & Technical Services, and Other Services (e.g., hair salons, massage therapy, photography services). Figure 3 shows a breakdown of all sectors.

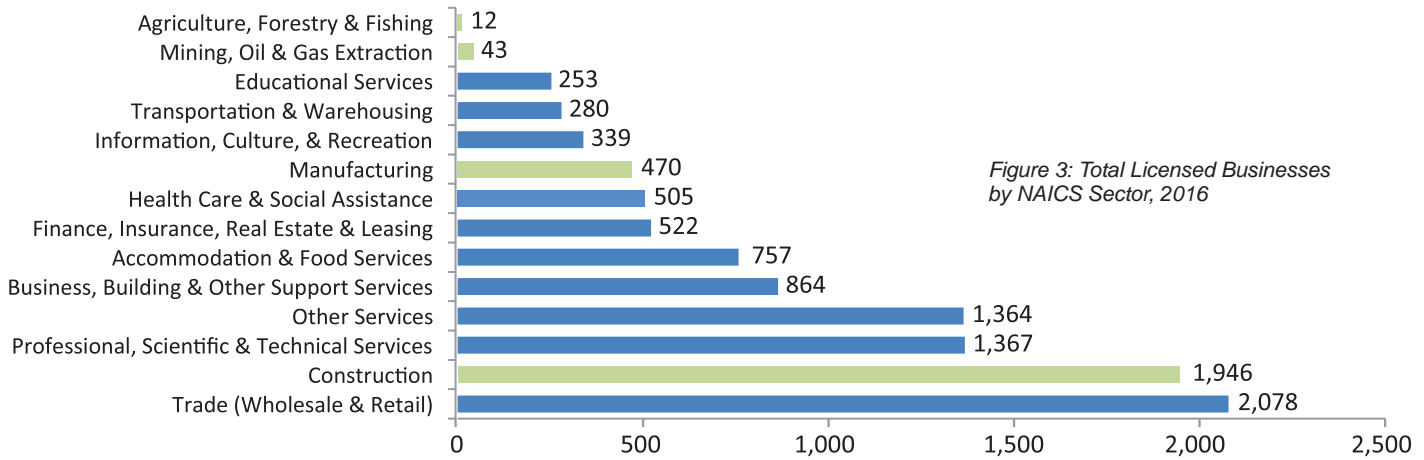


Figure 3: Total Licensed Businesses by NAICS Sector, 2016

New Businesses

The City of Saskatoon Business License Program issued **1,190** new business licenses in 2016. Figure 4 illustrates the number of new licenses issued for the years 2006 to 2016. The number of new home based businesses continues to exceed the number of new commercial/industrial businesses.

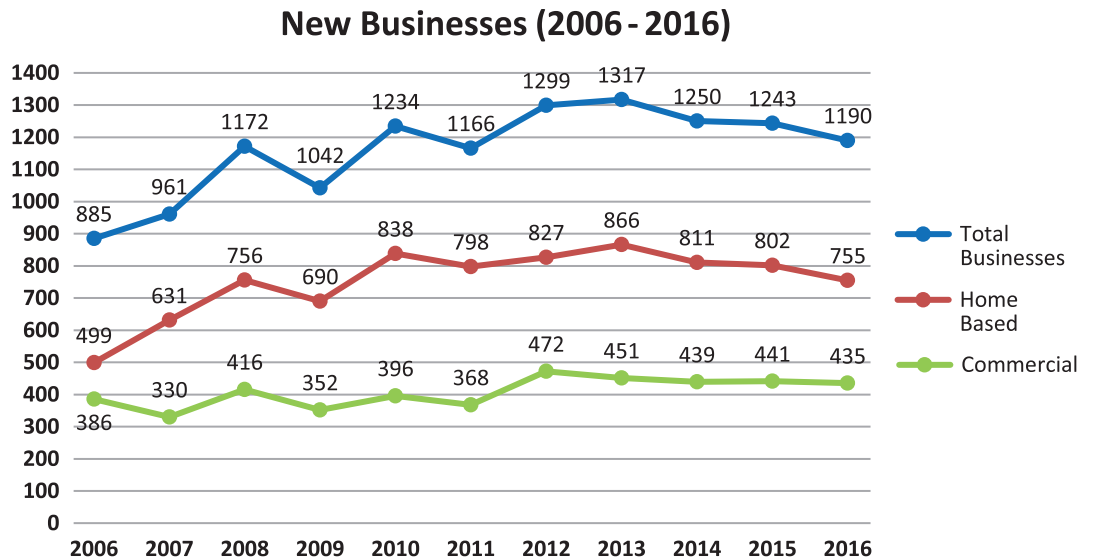


Figure 4: New Licensed Businesses, 2006-2016

Tables 2 and 3 list the top five (5) business starts by NAICS industry group for 2016.

Table 2: Top 5 New Commercial/Industrial Businesses, 2016

Rank	Industry Group
1	Full-service restaurants and limited service eating places – 62
2	Personal Care Services – 23
3	Other Personal Services – 22
4	Other Miscellaneous Store Retailers – 18
5	Automotive Repair and Maintenance – 16

Table 3: Top 5 New Home Based Businesses, 2016

Rank	Industry Group
1	Services to Buildings & Dwellings – 138
2	Other Personal Services – 52
3	Residential Building Construction – 49
4	Building Equipment Contractors – 41
5	Building Finishing Contractors – 33

Street Use Activity

Street use activity is a unique form of licensing that allows businesses to operate on public property. These include food trucks, mobile vendors, parking patios and sidewalk cafes.

Food trucks are motorized, mobile, self-contained vehicles that are equipped to cook, prepare and serve food. These mobile businesses serve food from metered parking stalls, or on private property. In 2016 there were 8 on-street and 11 off-street food trucks licensed in Saskatoon.

Mobile Vending Carts are businesses that sell food and beverages from stationary stands, kiosks or mobile units on public sidewalks. In 2016, 11 Mobile Vending Carts were licensed in Saskatoon.

Sidewalk Cafes and Parking Patios are located on sidewalk or metered parking stalls adjacent to a business. Additional outdoor seating for restaurants and cafes promotes pedestrian users and increases street-level activity. There were 2 parking patios and 19 sidewalk cafes licensed in 2016.



Commercial/Industrial Businesses

In 2016, Saskatoon had a total of **6,276** licensed commercial/industrial businesses representing **58%** of all businesses. Table 4 provides a breakdown of businesses by NAICS sectors for the years 2011 to 2016. Since 2011 the number of commercial/industrial businesses have increased by **8%**. The Trade (Wholesale and Retail) sector continues to be the most prevalent at **29%** of all commercial businesses. Over the past five years the Construction sector has seen the largest increase at **27%** growth.

A more detailed breakdown of the total number of commercial/industrial businesses by NAICS sub-sector can be found in Appendix 1, page 8.

Table 4: Total Commercial/Industrial Businesses by NAICS Sector, 2011-2016

	2011	2012	2013	2014	2015	2016
Goods-producing sector	Agriculture, Forestry & Fishing	5	7	9	8	6
	Mining, Oil & Gas Extraction	34	41	44	43	37
	Construction	419	448	479	500	523
	Manufacturing	367	378	379	379	374
	Total, goods-producing sector	825	874	911	930	944
Services-producing sector	Trade (Wholesale & Retail)	1,795	1,818	1,801	1,801	1,814
	Transportation & Warehousing	172	166	160	153	162
	Finance, Insurance, Real Estate & Leasing	433	438	437	451	437
	Professional, Scientific & Technical Services	508	528	550	567	570
	Business, Building & Other Support Services	180	185	197	194	197
	Educational Services	80	78	80	79	90
	Health Care & Social Assistance	362	375	376	377	386
	Information, Culture & Recreation	144	153	155	159	157
	Accommodation & Food Services	585	615	631	646	658
	Other Services	719	704	733	746	761
	Total, services-producing sector	4,978	5,060	5,120	5,173	5,232
Total, all sectors	5,803	5,934	6,031	6,103	6,176	

Commercial/Industrial Businesses by Neighbourhood

Figure 5 illustrates the distribution of commercial/industrial businesses in Saskatoon by neighbourhood. The neighbourhoods with the greatest number of commercial/industrial businesses are the Central Business District (**888**), North Industrial (**715**), Hudson Bay Industrial (**461**), Airport Business Area (**394**) and Marquis Industrial (**297**).

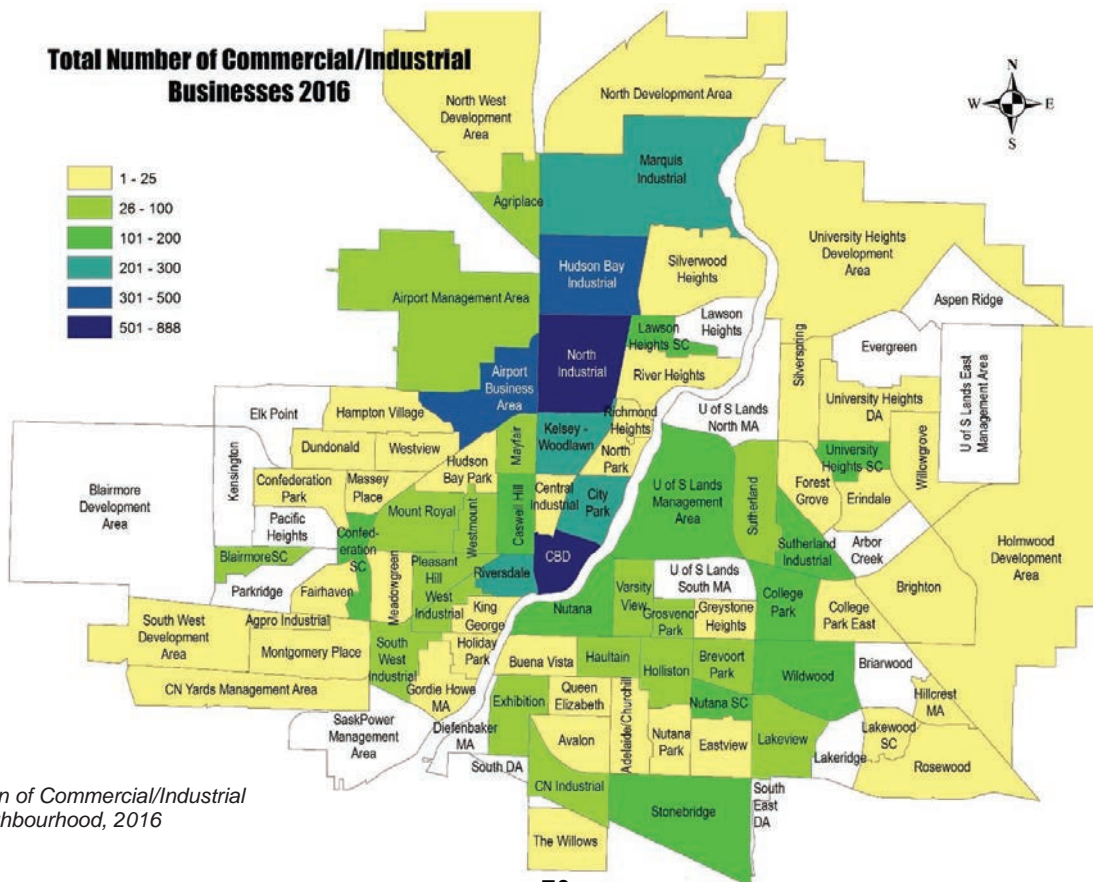


Figure 5: Distribution of Commercial/Industrial Businesses by Neighbourhood, 2016

The top sectors found in the Central Business District were Trade (22%), Professional, Scientific & Technical Services (15%), and Other Services (14%).

The top sectors found in the North Industrial zoning district were Trade (30%), Other Services (14%), and Construction (14%).

The top sectors found in the Hudson Bay Industrial zoning district were Trade (36%), Construction (20%), and Manufacturing (11%).

The top sectors found in Airport Business Area were Trade (36%), Construction (20%), and Manufacturing (11%).

A more detailed breakdown of the total number of commercial/industrial businesses by neighbourhood can be found in Appendix 2, page 9.

New Commercial/Industrial Businesses

The Business License Program issued 435 new commercial/industrial business licenses in 2016. This represents 37% of all new business licenses issued. Table 5 shows the number of new commercial/industrial business by NAICS sector for 2011 through 2016. The Trade sector, which consistently has the greatest number of new licenses issued, accounted for 27% of all new commercial/industrial businesses in 2016. Table 6 lists the top 10 neighbourhoods with the greatest number of new commercial/industrial businesses in 2016.

Table 5: New Commercial/Industrial Businesses by NAICS Sector, 2011-2016

	2011	2012	2013	2014	2015	2016	
Goods-producing sector	Agriculture, Forestry & Fishing	0	2	2	1	0	1
	Mining, Oil & Gas Extraction	5	6	9	3	2	1
	Construction	31	46	41	31	52	33
	Manufacturing	15	21	18	15	16	11
	Total, goods-producing sector	51	75	70	50	70	46
Services-producing sector	Trade (Wholesale & Retail)	105	132	127	123	134	116
	Transportation & Warehousing	6	7	3	6	12	7
	Finance, Insurance, Real Estate & Leasing	19	30	21	29	15	17
	Professional, Scientific & Technical	35	46	43	55	41	34
	Business, Building & Other Support	10	17	18	9	17	11
	Educational Services	4	8	6	6	7	13
	Health Care & Social Assistance	24	25	16	22	24	21
	Information, Culture & Recreation	12	18	12	14	11	28
	Accommodation & Food Services	44	65	54	60	54	72
	Other Services	54	49	81	65	56	70
	Total, services-producing sector	313	397	381	389	369	389
Total, all sectors	364	472	451	439	441	435	

Table 6: Top 10 Neighbourhoods' with greatest number of New Commercial/Industrial Businesses, 2016

Rank	Neighbourhood
1	Central Business District – 62
2	North Industrial – 41
3	Stonebridge – 23
4	Hudson Bay Industrial – 23
5	Marquis Industrial – 22
6	Airport Business Area – 21
7	Riversdale – 19
8	City Park – 18
9	Kelsey – Woodlawn – 16
10	Nutana – 12



Home Based Businesses

In 2016, there were a total of 4,524 licensed home based businesses in Saskatoon. The proportion of home based businesses has grown steadily over the past ten years. There are approximately 1% more home based businesses in 2016 than 2015; 42% of all licensed businesses are home based. The number of home based business increase by 105% since 2006.

Table 7 summarizes the total number of home based businesses by NAICS sector for the years 2011 to 2016. The data in Table 7 indicates that the Construction sector continues to be the most prevalent. Over the past five years the Accommodation & Food Service sector has experienced the greatest percentage increase at 176%. This was due to changes to Saskatoon Health Region regulations to allow for home based food preparation. A more detailed breakdown of the total number of home based businesses by NAICS sub-sector can be found in Appendix 3, page 10.

New Home Based Businesses

The Business License Program issued **755** new home based business licenses in 2016, representing **63%** of all new business licenses issued. Table 8 shows the number of new home based business license applications by NAICS sector for 2011 through 2016. The Construction sector had the greatest number of new licenses issued, accounting for **22%** of all new home based businesses. This was followed closely by the Business, Building & Other Support Services sector at **21%**. There were 28 new home based businesses in the Accommodation & Food Service sector, an increase of **460%** over 2011, and the largest percentage increase over all sectors. Accommodation & Food Service businesses includes home based catering kitchens. Table 9 lists the top 10 neighbourhoods with the greatest number of new home based businesses in 2016.



Table 8: New Home Based Businesses by NAICS Sector, 2011-2016

	2011	2012	2013	2014	2015	2016
Goods-producing sector						
Agriculture, Forestry & Fishing	0	0	0	0	2	0
Mining, Oil & Gas Extraction	1	3	2	2	1	0
Construction	269	303	319	254	243	167
Manufacturing	18	21	18	17	23	23
Total, goods-producing sector	288	327	339	273	269	190
Services-producing sector						
Trade (Wholesale & Retail)*	57	41	51	56	70	62
Transportation & Warehousing*	14	21	29	30	26	18
Finance, Insurance, Real Estate & Leasing	12	18	19	27	11	9
Professional, Scientific & Technical Services	135	133	134	128	106	130
Business, Building & Other Support Services	113	112	119	134	121	160
Educational Services	30	31	25	22	24	21
Health Care & Social Assistance	17	23	12	14	19	10
Information, Culture & Recreation	26	19	35	28	20	23
Accommodation & Food Services	5	4	7	7	18	28
Other Services	101	98	96	92	118	104
Total, services-producing sector	510	500	527	538	533	565
Total, all sectors	798	827	866	811	802	755

*Home based for office use only.

Table 9: Top 10 Neighbourhoods' with greatest number of New Home Based Businesses, 2016

Rank	Neighbourhood
1	Stonebridge – 54
2	Hampton Village – 35
3	Willowgrove – 32
4	Silverwood Heights – 30
5	Evergreen – 29
6	Sutherland – 27
7	Wildwood – 24
8	Lakeview – 23
9	Rosewood – 21
10	Confederation Park – 18

QUICK FACTS

- **APPLY & RENEW ONLINE!** Business operators can now apply for and renew their City of Saskatoon Business License at saskatoon.ca
- The City of Saskatoon's Business License Department also licenses Food Trucks, Sidewalk Cafés, and Parking Patios. Guidelines and application forms are available.
- The **Business Start-Up Guide** is a great resource to assist entrepreneurs with starting, relocating or expanding a business. This resource helps to guide entrepreneurs through the licensing and start-up process, and provide a list of agencies that can help achieve their business goals.
- Based on Total businesses in Saskatoon for 2016, the top three industries in the Trade (Wholesale & Retail) sector were:

1. Clothing & Accessories Stores – 262	2. Miscellaneous Store Retailers – 210	3. Motor Vehicle and Parts Dealers – 198
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Business Resources

The Business License Program offers a variety of business resources:

- Business Start-Up Guide and Checklist
- Business Profile Annual Reports

- Employment Profile publication
- Statistical information and customized information requests
- Business License brochures, summarizing development standards and applicable bylaws

For more information, please visit saskatoon.ca/businesslicense.

Appendix 1

Number of Commercial/Industrial Businesses by NAICS Industry Sub-Sector, 2014-2016

Industry Sub-Sector	2014	2015	2016	Industry Sub-Sector	2014	2015	2016
Agriculture, Forestry & Fishing				Clothing & clothing accessories stores			
Crop production	5	5	2	Sporting goods, hobby, book & music stores	261	253	249
Animal production	1	1	1	General merchandise stores	83	84	84
Support activities for agriculture & forestry	2	2	3	Miscellaneous store retailers	30	30	32
Mining, Oil & Gas Extraction				Non-store retailers			
Oil & gas extraction	3	1	1		171	181	183
Mining & quarrying (except oil & gas)	18	16	17	Transportation & Warehousing			
Support activities for mining, oil & gas extraction	22	22	19	Air transportation	10	9	9
Construction				Rail transportation	1	1	1
Construction of buildings	166	169	168	Truck transportation	55	60	60
Heavy & civil engineering construction	44	41	42	Transit & ground passenger transportation	9	13	12
Specialty trade contractors	290	313	323	Pipeline transportation	0	1	1
Manufacturing				Support activities for transportation	28	26	28
Food manufacturing	42	46	45	Couriers & messengers	25	27	27
Beverage & tobacco product manufacturing	9	8	9	Warehousing & storage	24	25	25
Textile mills	0	0	0	Finance, Insurance, Real Estate & Leasing			
Textile product mills	8	7	8	Credit intermediation & related activities	123	116	113
Clothing manufacturing	11	13	15	Securities, commodity contracts & other financial investment & related activities	79	79	80
Leather & allied product manufacturing	2	2	2	Insurance carriers & related activities	72	67	67
Wood product manufacturing	13	12	10	Funds & other financial vehicles	2	2	2
Paper manufacturing	1	1	1	Real estate	108	109	102
Printing & related support activities	27	29	33	Rental & leasing services	67	64	63
Petroleum & coal product manufacturing	2	3	4	Professional, Scientific & Technical services			
Chemical manufacturing	16	15	14	Professional, scientific & technical services	567	570	583
Plastics & rubber products manufacturing	20	20	19	Public Administration			
Non-metallic mineral product manufacturing	19	17	15	Federal government public administration	5	9	4
Primary metal manufacturing	2	2	2	Business, Building & Other Support services			
Fabricated metal product manufacturing	59	58	53	Management of companies & enterprises	27	23	23
Machinery manufacturing	35	33	31	Administrative & support services	157	164	161
Computer & electronic product manufacturing	16	13	14	Waste management & remediation services	10	10	10
Electrical equipment, appliance & component manufacturing	4	4	4	Educational Services			
Transportation equipment manufacturing	12	10	10	Educational services	79	90	101
Furniture & related product manufacturing	37	38	37	Health Care & Social Assistance			
Miscellaneous manufacturing	44	43	39	Ambulatory health care services	346	355	364
Trade (Wholesale & Retail)				Nursing & residential care facilities	4	4	4
Farm product wholesaler-distributors	13	15	15	Social assistance	26	26	25
Petroleum product wholesaler-distributors	6	6	6	Information, Culture & Recreation			
Food, beverage & tobacco wholesaler-distributors	38	46	53	Publishing industries (except internet)	17	16	16
Personal & household goods wholesaler-distributors	49	50	53	Motion picture & sound recording industries	22	22	22
Motor vehicle & parts wholesaler-distributors	42	40	39	Broadcasting (except internet)	5	5	5
Building material & supplies wholesaler-distributors	128	131	128	Telecommunications	27	25	27
Machinery, equipment & supplies wholesaler-distributors	144	140	142	Data processing, hosting & related services	4	3	3
Miscellaneous wholesaler-distributors	40	41	41	Performing arts, spectator sports & related industries	22	21	26
Wholesale electronic markets, & agents & brokers	24	23	22	Other information services	0	1	3
Motor vehicle & parts dealers	185	198	196	Heritage institutions	1	1	1
Furniture & home furnishings stores	105	99	99	Amusement, gambling & recreation industries	61	63	76
Electronics & appliance stores	85	84	82	Accommodation & Food Services			
Building material & garden equipment & supplies dealers	62	58	60	Accommodation services	55	57	58
Food & beverage stores	130	134	131	Food services & drinking places	591	601	641
Health & personal care stores	135	130	133	Other Services			
Gasoline stations	60	60	61	Repair & maintenance	270	276	280
				Personal & laundry services	471	478	485
				Religious, grant-making, civic, professional & similar organizations	5	4	4

Appendix 2

Number of Commercial/Industrial Businesses by Neighborhood, 2011-2016

Suburban Development Area	Neighborhood/area	2011	2012	2013	2014	2015	2016
Blairmore	Blairmore Suburban Centre	18	24	30	34	39	40
	Blairmore Development Area	2	3	3	3	3	2
Central Business District	Central Business District	893	908	900	892	873	888
Confederation	Confederation Suburban Centre	110	119	125	130	132	131
	West Industrial	83	81	73	74	79	78
	South West Industrial	48	52	51	48	55	58
	Mount Royal	31	33	33	32	35	39
	Hudson Bay Park	17	15	7	7	7	6
	Meadowgreen	16	16	16	14	14	14
	Holiday Park	10	10	10	11	12	10
	Dundonald	7	7	7	6	5	5
	Massey Place	7	6	6	5	6	6
	Confederation Park	7	6	7	6	6	7
	Westview	5	5	6	7	7	7
	Gordie Howe Management Area	3	4	3	4	4	4
	CN Yards Management Area	3	3	3	3	3	3
	Montgomery Place	3	3	4	4	4	2
	Agpro Industrial	2	2	2	3	3	3
	Fairhaven	2	2	2	1	1	1
	Hampton Village	2	1	7	8	7	7
	SaskPower Management Area	0	0	0	0	0	0
Core Neighborhoods	City Park	222	233	245	242	236	244
	Riversdale	168	173	175	182	208	211
	Nutana	162	159	157	154	154	152
	Caswell Hill	119	117	120	117	117	117
	Pleasant Hill	58	62	57	58	59	58
	Varsity View	60	61	62	65	66	69
	Westmount	19	21	22	25	26	30
	King George	12	12	12	13	13	16
Holmwood	Holmwood Development Area	1	1	3	3	2	2
	Brighton	4	4	3	3	2	2
	Corman Park Planning District	0	0	0	0	0	1
Lakewood	Hillcrest Management Area	0	0	0	0	0	2
	Wildwood	112	117	121	120	119	112
	College Park	110	110	112	111	108	105
	Lakeview	42	47	49	49	48	48
	Lakewood Suburban Centre	20	22	23	22	21	25
	Rosewood	0	0	0	0	1	2
	College Park East	12	14	15	12	13	11
Lawson	Kelsey – Woodlawn	223	224	216	210	213	220
	Lawson Heights Suburban Centre	154	150	149	151	152	152
	Mayfair	55	54	58	63	62	61
	Central Industrial	22	21	22	22	21	24
	River Heights	18	18	16	17	16	17
	Richmond Heights	9	9	8	9	9	12
	North Park	8	8	8	8	7	7
	Silverwood Heights	2	2	2	2	2	3
Riel Industrial	North Development Area	2	2	2	3	1	3
	North West Development Area	0	0	0	0	0	2
	North Industrial	740	752	743	728	712	715
	Hudson Bay Industrial	463	464	445	457	465	461
	Airport Business Area	374	371	379	395	399	394
	Marquis Industrial	103	132	185	221	266	297
	Agriplace	73	80	77	76	77	70
	Airport Management Area	39	39	40	39	37	41

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Suburban Development Area	Neighborhood/area	2011	2012	2013	2014	2015	2016
Nutana	Nutana Suburban Centre	94	97	105	105	99	105
	CN Industrial	89	89	90	91	92	89
	Brevoort Park	87	87	83	81	86	84
	Grosvenor Park	75	80	82	73	63	66
	Stonebridge	64	79	95	113	139	158
	Holliston	73	73	78	81	81	78
	Haultain	43	49	50	56	55	58
	Exhibition	32	31	30	35	38	44
	Greystone Heights	27	26	25	23	22	20
	Avalon	26	24	23	21	22	19
	Buena Vista	26	22	22	24	22	24
	Eastview	12	11	12	12	12	12
	Adelaide/Churchill	10	9	9	10	10	9
	Queen Elizabeth	4	4	4	5	5	3
	Nutana Park	4	3	4	4	4	5
The Willows	1	1	1	1	1	1	
University Heights	Sutherland Industrial	183	180	191	194	201	197
	U of S Management Area	121	125	125	120	110	112
	University Heights Suburban Centre	96	108	117	118	117	117
	Sutherland	44	42	47	46	46	45
	Forest Grove	11	12	12	11	11	13
	Silverspring	2	2	2	2	1	2
	U of S Lands South Management Area	2	2	1	1	1	0
	Erindale	1	1	1	1	1	1
	University Heights Development Area	1	1	1	1	2	2
	Willowgrove	0	0	0	5	4	15
Total		5,803	5,934	6,031	6,103	6,176	6,276

Appendix 3

Number of Home Based Businesses by NAICS Industry Sub-Sector, 2013-2016

Industry Sub-Sector	2013	2014	2015	2016	Industry Sub-Sector	2013	2014	2015	2016
Agriculture, Forestry & Fishing					Trade (Wholesale & Retail)				
Animal production	1	1	2	2	Farm product wholesaler-distributors	0	0	1	2
Support activities for agriculture & forestry	3	3	4	4	Food, beverage & tobacco wholesaler-distributors	14	17	15	18
Mining, Oil & Gas Extraction					Personal & household goods wholesaler-distributors	22	22	27	27
Support activities for mining, oil & gas extraction	7	7	6	5	Motor vehicle & parts wholesaler-distributors	2	2	1	3
Oil and gas extraction	0	0	1	1	Building material & supplies wholesaler-distributors	15	15	9	9
Construction					Machinery, equipment & supplies wholesaler-distributors	16	17	15	13
Construction of buildings	593	562	554	525	Miscellaneous wholesaler-distributors	9	13	15	15
Heavy & civil engineering construction	16	15	18	16	Wholesale electronic markets & agents & brokers	28	31	25	22
Specialty trade contractors	836	880	917	872	Motor vehicle and parts dealers	1	1	1	2
Manufacturing					Miscellaneous store retailers	5	7	24	27
Food manufacturing	11	13	9	10	Non-store retailers	103	102	125	117
Textile mills	2	2	1	0	Transportation				
Textile product mills	6	5	5	5	Truck transportation	58	65	65	55
Clothing manufacturing	16	17	17	16	Rail transportation	0	0	1	1
Leather & allied product manufacturing	1	0	1	1	Transit & ground passenger	10	10	10	8
Wood product manufacturing	2	5	6	5	Scenic & sightseeing	2	2	1	1
Printing & related support activities	4	3	9	9	Support activities for transportation	15	16	17	19
Chemical manufacturing	5	5	6	8	Warehousing and storage	0	0	1	2
Plastics & rubber manufacture	1	0	0	0	Air transportation	1	1	1	1
Non-metallic mineral product manufacturing	3	3	2	1	Couriers & messengers	17	22	25	30
Fabricated metal product manufacturing	9	8	9	8	Finance, Insurance, Real Estate & Leasing				
Machinery manufacturing	2	2	3	1	Credit intermediation & related activities	7	4	4	5
Computer & electronic product manufacturing	0	0	1	1					
Transportation equipment manufacturing	1	2	1	1					
Furniture & related product manufacturing	2	1	1	2					
Electrical equipment and appliance	0	0	0	1					
Miscellaneous manufacturing	28	26	27	36					

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Industry Sub-Sector	2013	2014	2015	2016
Securities, commodity contracts & other financial investment & related activities	17	17	16	14
Insurance carriers & related activities	12	13	11	11
Real estate	41	48	53	48
Rental & leasing services	14	20	18	17
Professional, Scientific & Technical Services				
Professional, scientific & technical services	760	757	765	784
Public Administration				
Aboriginal public administration	0	1	1	1
Federal government public administration	0	5	6	5
Business, building & other support services				
Management of companies & enterprises	9	9	9	5
Administrative & support services	545	576	588	660
Waste management	6	8	7	5
Educational Services				
Educational services	155	152	150	152
Health Care & Social Assistance				
Ambulatory health care services	77	75	80	83
Nursing and residential care facilities	1	1	1	2

Industry Sub-Sector	2013	2014	2015	2016
Social assistance	29	32	31	27
Information, Culture & Recreation				
Publishing industries (except internet)	16	20	19	19
Motion picture & sound recording industries	26	36	38	35
Broadcasting (except internet telecommunications)	1	1	1	1
Data processing, hosting & related services	4	4	5	4
Other information services	11	9	8	8
Performing arts, spectator sports & related industries	82	83	84	79
Amusement, gambling & recreation industries	9	10	9	14
Accommodation & Food Services				
Food services & drinking	18	22	38	57
Accommodation services	1	0	1	1
Other Services				
Repair & maintenance	131	131	144	145
Personal & laundry services	368	382	412	439
Religious, grant-making,	4	4	3	1
Private households	1	1	2	0

Appendix 4

Number of Home Based Businesses by Neighbourhood, 2011-2016

Suburban Development Area	Neighbourhood/area	2011	2012	2013	2014	2015	2016
Blairmore	Blairmore Suburban Centre	3	8	12	14	17	17
	Kensington	1	1	0	0	6	18
	Elk Point	0	0	0	0	0	3
Central Business District	Central Business District	32	39	33	33	30	29
Confederation	Hampton Village	69	98	135	154	172	173
	Confederation Park	88	92	107	89	91	94
	Dundonald	82	86	82	79	80	83
	Montgomery Place	72	80	90	87	94	94
	Westview	83	77	71	73	72	64
	Meadowgreen	71	68	59	58	67	67
	Parkridge	62	64	65	72	70	68
	Mount Royal	61	57	68	70	69	66
	Pacific Heights	59	56	62	71	69	63
	Massey Place	39	52	44	35	40	38
	Fairhaven	42	40	43	46	49	48
	Holiday Park	29	34	31	30	33	28
	Hudson Bay Park	37	30	35	36	31	43
	West Industrial	0	0	0	0	1	1
	South West Industrial	0	0	0	0	1	2
Confederation Suburban Centre	4	6	10	11	10	12	
Core Neighbourhoods	Nutana	104	108	119	121	117	104
	City Park	71	82	69	69	69	80
	Caswell Hill	69	69	68	69	67	70
	Varsity View	52	54	54	58	64	56
	Pleasant Hill	30	38	42	36	42	40
	King George	33	35	33	38	41	46
	Westmount	34	33	30	33	34	35
	Riversdale	35	33	31	30	39	37
Holmwood	Holmwood Development Area	1	1	1	1	1	1
Lakewood	Lakeview	118	126	127	120	121	130
	Briarwood	105	110	94	97	95	90
	College Park	103	99	104	90	98	89
	College Park East	96	97	100	103	105	93
	Wildwood	95	97	100	112	115	115
	Lakeridge	72	74	77	83	78	82
	Lakewood Suburban Centre	37	33	35	31	28	28
	Rosewood	8	19	40	61	82	100

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Appendix 4

Number of Home Based Businesses by Neighbourhood, 2011-2016

Suburban Development Area	Neighbourhood/area	2011	2012	2013	2014	2015	2016
Lawson	Silverwood Heights	206	207	215	209	219	222
	River Heights	100	95	92	98	108	95
	Lawson Heights	76	76	70	71	74	73
	North Park	59	60	59	55	61	62
	Mayfair	50	46	47	57	46	40
	Richmond Heights	13	12	12	16	15	13
	Kelsey - Woodlawn	13	9	8	12	8	14
	Lawson Heights Suburban Centre	6	9	15	12	14	12
Nutana	Stonebridge	76	116	147	170	184	210
	Adelaide/Churchill	84	82	82	80	87	95
	Eastview	71	76	79	80	84	85
	Haultain	63	71	76	69	77	70
	Avalon	66	68	63	61	57	62
	Buena Vista	66	63	67	74	73	66
	Exhibition	56	61	69	62	59	51
	Holliston	70	61	66	70	69	69
	Nutana Park	52	53	51	60	64	60
	Queen Elizabeth	49	50	50	52	52	48
	Brevoort Park	48	46	56	53	56	62
	Greystone Heights	43	46	45	39	36	34
	Grosvenor Park	27	22	28	35	34	37
	The Willows	7	9	5	6	9	12
Nutana Suburban Centre	6	6	6	3	4	8	
University Heights	Willowgrove	145	147	166	156	161	159
	Silverspring	127	124	128	131	128	119
	Arbor Creek	102	107	104	114	107	103
	Sutherland	75	89	94	100	98	110
	Erindale	72	77	80	79	78	89
	Forest Grove	76	77	85	98	97	96
	Evergreen	5	35	64	92	107	128
	University Heights Suburban Centre	13	7	8	12	12	9
	Aspin Ridge	0	0	0	0	0	1
	U of S Lands South MA	1	2	2	2	2	2
Total		3,829	4,013	4,222	4,341	4,483	4,524

Information and Mapping Requests

The Business License Program supports economic growth and community planning by providing statistical information relating to business activity in Saskatoon. The type of information available upon request includes, but is not limited to the following:

- square footage of commercial/industrial space
- employment figures
- specific data by business type, such as geographic distribution, new business listings, number of closed businesses

The Business License Program can be reached at 306-975-2658.

The Mapping and Research Group also provides mapping and GIS (geographic information system) services to internal and external clients. Mapping products include zoning and address maps, neighbourhood boundary maps, projected growth concept maps and more. Mapping products are available to download as PDFs or are available as a hard copy.

Custom research and mapping services on various demographic, social, and economic trends in Saskatoon may also be available upon request. The type of information available upon request includes, but is not limited to the following:

- Neighbourhood Profiles
- Population Projections
- Census Data
- Quality of Life Indicators

The Mapping and Research Group can be reached at 306-975-7641.

For more information on mapping services, please visit saskatoon.ca.

Proposed Slope Development Land Use Controls – Progress Report

Recommendation

That the information be received.

Topic and Purpose

The purpose of this report is to provide an update on proposed land use controls for development on slopes adjacent to the South Saskatchewan River.

Report Highlights

1. The Administration is currently reviewing options for land use controls for development on slopes adjacent to the South Saskatchewan River. It is anticipated that the review will be completed within 12 months.

Strategic Goal

This report supports the Strategic Goal of Sustainable Growth by updating Committee on proposed land use controls that will facilitate sustainable and safe development on slopes near the South Saskatchewan River.

Background

At the May 21, 2013 City Council meeting, Councillor P. Lorje made the following inquiry:

“Will the Administration please report on procedures that could be put into place to declare the East bank of the South Saskatchewan River as a Special Designated Area so that additions to homes, new residential construction, and special landscaping would be subject to special approval prior to changes?”

Report

Slope Development Land Use Controls Under Review

Section 52(3)(h) of *The Planning and Development Act, 2007* permits the creation of a zoning bylaw containing provisions that regulate or prohibit development on:

- a) land that is subject to flooding or subsidence;
- b) land that has slopes exceeding specified standards; and
- c) land that is adjacent to, or within, a specified distance of the bank of any natural or artificial lake, river, stream, or other body of water.

Accordingly, the Administration is reviewing options for land use controls for development on slopes. Municipal best practices, along with internal expertise, will be used to draft recommendations for future consideration in Zoning Bylaw No. 8770.

It is anticipated that the review, development of draft recommendations, and corresponding consultation with residents, developers, and the building design industry will take approximately 12 months to complete.

Public and/or Stakeholder Involvement

As part of the review process, consultation opportunities will be provided for interested residents, developers, and the building design industry.

Communication Plan

Communication plans will be implemented at appropriate stages of the review process.

Policy Implications

Implementation of future land use controls are likely to include amendments to Official Community Plan Bylaw No. 8769 and Zoning Bylaw No. 8770.

Financial Implications

It is estimated that up to \$45,000 will be required to complete the review, which will be funded through the Community Services Department Plan Review and Inspection Service Stabilization Reserve.

Other Considerations/Implications

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

Due Date for Follow-up and/or Project Completion

The Administration intends to bring forward reports for recommended land use control options within 12 months.

Public Notice

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

Report Approval

Written by: Kara Fagnou, Director of Building Standards
Reviewed by: Lesley Anderson, Director of Planning and Development
Approved by: Randy Grauer, General Manager, Community Services Department

S/Reports/2017/BS/PDCS – Proposed Slope Development Land Use Controls – Progress Report/ks

Growth Plan to Half a Million - Corridor Planning Program

Recommendation

That the information be received.

Topic and Purpose

This report provides an overview of the draft Corridor Planning Program policy framework as the first step in implementing the Corridor Growth Core Initiative of the Growth Plan to Half a Million.

Report Highlights

1. The intent of the Corridor Planning Program is to implement the Corridor Growth Core Initiative to enable the balanced approach to growth outlined in the Growth Plan to Half a Million (Growth Plan).
2. The Corridor Planning Program will be established through a framework of objectives and policies, intended to guide future detailed land use planning activities along the City of Saskatoon's (City) major transportation corridors.
3. Corridor growth will provide opportunities to transform portions of the City's major road network into vibrant urban corridors that support the use of Bus Rapid Transit (BRT) and active transportation options in a connected and integrated system.

Strategic Goals

The implementation of the Corridor Planning Program supports the City's Strategic Goals of Sustainable Growth and Moving Around, by providing the process by which detailed land use and transportation activities can occur to establish a new model for growth in a sustainable and fiscally responsible manner. The Corridor Planning Program also incorporates an integrated approach to transportation, servicing, transit, and land use, while increasing and encouraging infill development along corridors to balance growth between infill and greenfield development.

In addition, the Corridor Planning Program also supports the City's Environmental Leadership and Asset and Financial Sustainability goals through the alignment of the Program's policies and objectives with current initiatives, such as the Brownfield and Green Infrastructure Strategies.

Background

The Growth Plan was approved, in principle, by City Council in April 2016, establishing a new approach to the growth and evolution of the City over the coming decades. As part of this new approach, the three Core Initiatives of Corridor Growth, Transit, and Core Bridges were identified to provide focus and greater direction on the integration of land use and movement throughout the City.

The Growth Plan also outlined the vision for rebalancing the future growth of the City through targets of 50% infill and 50% greenfield development, provided an overview of the Corridor Growth Core Initiative, and identified that a report outlining the Corridor Planning Program would be presented in early 2017.

Report

The Growth Plan identifies corridor growth as necessary to accommodate half a million residents in the City over the next 30 years.

Corridor Growth Implementation

The Corridor Growth Core Initiative is intended to identify "...opportunities for developing vibrant communities along major corridors, supported by attractive transit services."¹ It is also the basis for the development of the Corridor Planning Program, which is intended to establish the ways in which the City will undertake detailed land use planning activities along various major transportation corridors.

The first step in working toward the balanced approach to growth is to establish a policy framework under which land use planning for the City's major corridors can occur. A diagram identifying the steps included in this process has been prepared for information (see Attachment 1).

To guide future growth and investment along the major corridors, a set of draft policies has been prepared (see Attachment 2). The intent of these policies is to provide a framework within which detailed land use planning activities can occur. They are intended to be similar in scope and context to the current Local Area Planning program.

The structure of the draft policy framework includes a list of issues for corridor growth derived from the Growth Plan Technical Report (February 2016). The list is intended to provide focus for the long-term objectives, in order to achieve the key aspects of the Corridor Growth Core Initiative. The four objectives include components that support a variety of growth-related aspects, including:

- a) a mix of land uses and densities that will help establish vibrant urban corridors;
- b) land uses that support and encourage the use of a BRT system and active transportation options;
- c) attention to the design of the buildings and pedestrian environment; and
- d) maintaining and providing infrastructure in a cost-effective and sustainable manner.

Building on these objectives, the draft policies provide a greater level of detail on the actions and issues that will be incorporated into each corridor planning process, including a commitment to engage with local residents, business owners, and other stakeholders.

¹ City of Saskatoon, Growth Plan Summary Report, April 2016, page 56

Corridor Planning Priorities

The Growth Plan identified a list of high-, medium-, and low-priority corridors, based on their assessed potential for redevelopment. While this list helps to focus the conversation, it does not include recommendations about specific priorities for the Corridor Planning Program.

To provide City Council with an additional layer of information for establishing corridor planning priorities, a set of location selection criteria is being developed and includes components, such as:

- a) alignment with the BRT system phasing;
- b) assessment of the current and/or needed infrastructure upgrades;
- c) recent development activity;
- d) alignment with City projects currently underway; and
- e) details of the surrounding residential neighbourhood(s).

The criteria will be used to provide a rationale for corridor planning priorities, and will be outlined in a future report to City Council, along with a recommended first location for a corridor plan.

Transit and Active Transportation

Corridor planning also has an important functional relationship with the provision of increased transit service and active transportation infrastructure. Low-density, single-use forms of development typically include large surface parking areas, focused on automobile use that make active transportation options, such as cycling and walking, difficult.

To change these conditions, a mix of land uses, building densities and public realm improvements are necessary to transform our existing major corridors into a vibrant and integrated system. The aim of the Corridor Planning Program is to engage the public, business owners, and stakeholders in discussions on additional residential densities and increased commercial activities that support the provision of the BRT system, while also providing active transportation options through an improved public realm.

Public and/or Stakeholder Involvement

The development of the Corridor Planning Program will be a significant addition to the overall policy framework of the City. As such, providing interested residents and stakeholders with an opportunity to suggest changes or additions to the draft policies is an important step and considered to be a “best practice” in the policy development phase.

Public and stakeholder engagement on the draft policies is occurring via an online questionnaire from March 20 to April 10, 2017. Notification of the questionnaire has been posted on the City’s website, listed in four consecutive editions of The StarPhoenix, and sent to members of the Citizen Advisory Panel, local business organizations, and stakeholder groups. Following the completion of the public online

questionnaire process, a subsequent report will be prepared that highlights the key themes and messages received and any resulting changes to the draft policy framework. It is anticipated that this report will be submitted to the Standing Policy Committee on Planning, Development and Community Services in May 2017.

Communication Plan

A communication and engagement plan has been prepared, consistent with the objectives and approach outlined in the Growth Plan Engagement Handbook.

Policy Implications

Establishing the Corridor Planning Program policy framework is the first step in implementing the Growth Plan Core Initiative of Corridor Growth. An amendment to Official Community Plan Bylaw No. 8769 (OCP) will be required and is anticipated to be outlined in a future report to City Council in early summer 2017.

Environmental Implications

The Corridor Planning Program provides opportunities to align with environmental initiatives, such as the proposed Brownfield and Green Infrastructure Strategies, and provides strategic direction into future corridor planning processes.

Other Considerations/Implications

There are no privacy, financial, or CPTED implications or considerations at this time.

Due Date for Follow-up and/or Project Completion

The Administration will prepare reports to the appropriate committees for an OCP amending bylaw, and recommendation for the first Corridor Plan location with a June 2017 public hearing target date.

Public Notice

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

Attachments

1. Corridor Planning Program – Policy Formulation Process Diagram
2. Draft Corridor Planning Program Policy Framework

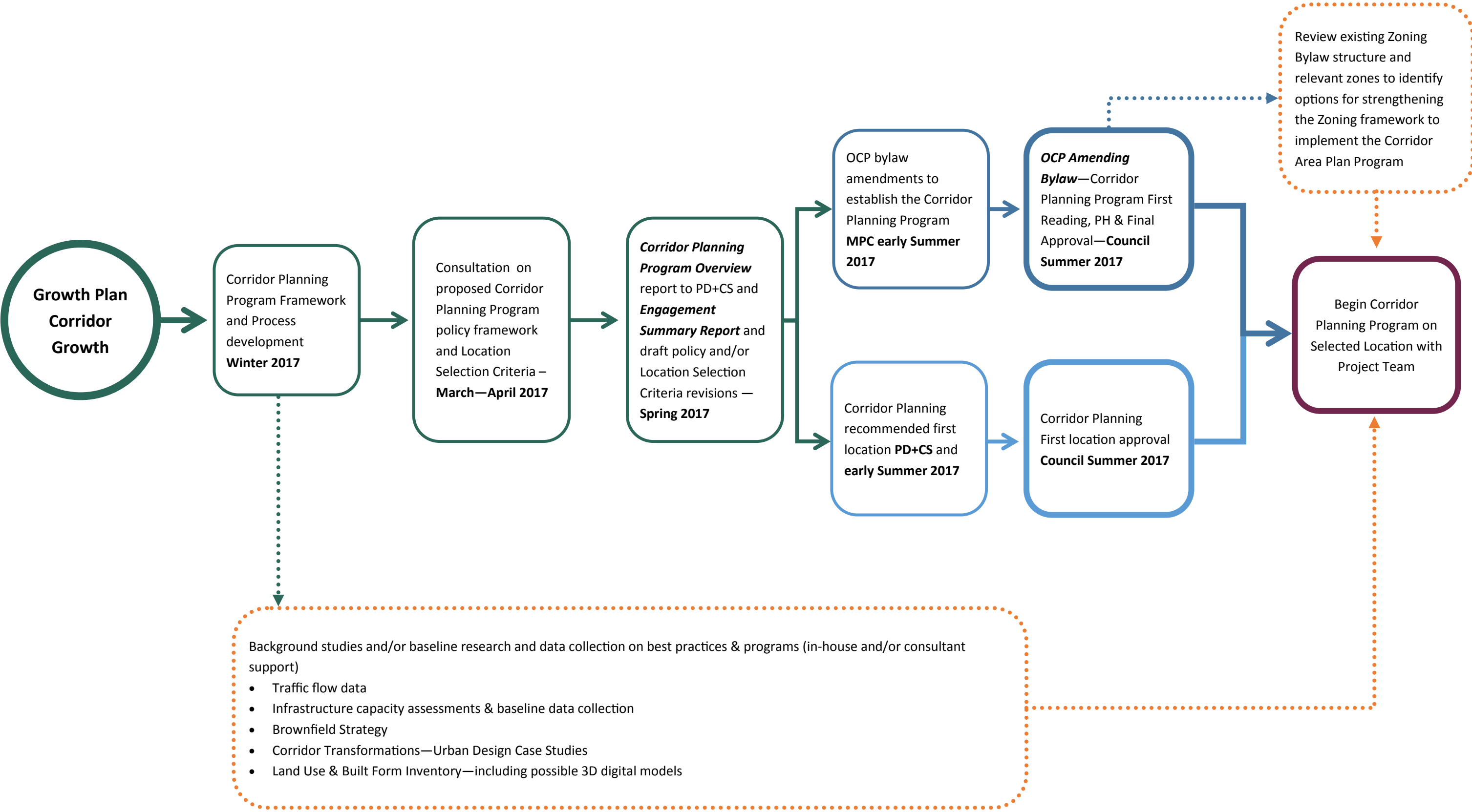
Report Approval

Written by: Jim Charlebois, Senior Planner, Corridor Planning/Long Range Planning

Reviewed by: Lesley Anderson, Director of Planning and Development

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

S/Reports/2017/PD/PDCS – Growth Plan to Half a Million – Corridor Planning Process/ks



Draft Corridor Planning Program Policy Framework

Intent:

The Corridor Planning Program provides a framework within which detailed land use planning activities will occur along the City's major transportation corridors, as a means of providing a balanced approach to growth as outlined in the Growth Plan to Half a Million.

Issues:

- a. Major transportation corridors in the City are car-oriented with a low-density built form that does not encourage transit use or other multi-modal transportation options.
- b. Continued outward growth and development is expensive and often does not maximize the use of municipal infrastructure, putting the City in long-term financial risk.
- c. Amenities that serve adjacent neighbourhoods are limited along the City's major corridors.

Objectives:

- a. To provide a mix of land uses that provide a balance of employment opportunities along major corridors to address city-wide and adjacent residential neighbourhood employment needs.
- b. To provide a mix of land uses and densities that support and encourage the use of the Bus Rapid Transit service and multi-modal transportation options.
- c. To guide the development and evolution of the corridor in a way that incorporates streetscape, pedestrian, and building design components to create a built form and pedestrian environment that is visually appealing, physically comfortable, and livable on a year-round basis.
- d. To maximize the use of existing infrastructure and to provide new infrastructure and servicing needs in a cost-effective, sustainable, and efficient manner.

Policies:

- a. The City will encourage a mix of land uses and densities along its major transportation corridors to provide employment opportunities, commercial services, amenities, and other uses that support surrounding neighbourhoods and that help to create vibrant and walkable (or pedestrian-friendly) urban corridors.
- b. The City will encourage, through each Corridor Planning process, the building densities necessary to support the establishment and use of a Bus Rapid Transit system and other multi-modal transportation options.

- c. The City will engage with residents and stakeholders for each Corridor Planning process in order to identify issues, opportunities, and solutions that are reflective of community needs, while striving to encourage infill development to provide a balanced approach to growth.
- d. The City will prepare evaluation criteria to assist with determining the priorities for future corridor planning locations.
- e. The City will strive to maximize the use of existing water and sanitary service infrastructure and will assess the impacts of increasing density on the capacity of the system. Necessary infrastructure upgrades and replacement cost estimates will be identified through each Corridor Planning process, along with potential financial strategies to address the estimated costs.
- f. The City will encourage the use of sustainable building technologies, materials, and practices to help reduce energy consumption, greenhouse gas emissions, and the long-term maintenance requirements for the City's waste management infrastructure and facilities.
- g. The Corridor Planning Program will include street-level analysis of the existing built form and public realm into each corridor planning process to identify potential form and character guidelines and strategies for new development. Components may include, but are not limited to, building scale and massing elements, streetscape design elements and landscaping, environmental considerations and strategies, shadow cast studies and strategies, and building and public realm materials.

Asbestos Awareness Initiatives - Building Standards Division

Recommendation

That the information be received.

Topic and Purpose

The purpose of the report is to provide information on new continuous improvement initiatives undertaken by the Building Standards Division in 2016 and 2017 related to asbestos awareness associated with building renovations and demolitions involving City of Saskatoon building inspectors.

Report Highlights

1. The Building Standards Division continues to support asbestos education and awareness by integrating education into the building permit and inspection process.
2. Asbestos education was integrated into the Building Standards 2017 marketing campaign, which partnered with major local home improvement stores to provide building permit program information to retail customers.
3. Asbestos testing and processes fall within the jurisdiction of the provincial Occupational Health and Safety Regulations, 1996. The Ministry of Labour Relations and Workplace Safety, Government of Saskatchewan, has released two sets of guidelines to address asbestos management and asbestos abatement processes.

Strategic Goal

This report supports the City of Saskatoon's (City) Strategic Goal of Quality of Life by having processes in place that would help to prevent City employees from being exposed to unsafe concentrations of air-borne asbestos fibres that may result from a demolition or renovation project.

Background

The Building Standards Division provided an informational report to City Council on October 26, 2015, regarding practices related to the disposal of asbestos material. City Council resolved:

- "2. That the Administration report back on the matter at a later date on other improvements that might be occurring in Saskatoon."

In January 2015, the Building Standards Division introduced the "Asbestos Removal Notification Form" that permit applicants are required to complete before a building or demolition permit is issued. By completing this form, it can be determined if an asbestos project assessment has been completed and if an abatement process is planned for a demolition or renovation project. Disclosing information at the building

permit application stage allows the building inspector to be aware of the potential site hazard. To educate the applicant, this form also lists potential sources of asbestos in a building.

Report

Integrating Asbestos Education

The Building Standards Division continues to support asbestos education and awareness by integrating education into the building permit and inspection process, which provides the opportunity to deliver education directly to builders, contractors, and owners.

In 2016 and 2017, information pertaining to asbestos has been integrated into the following:

- Building Standards' brochures, forms, and information guidelines;
- The Planning and Development Division, through the Development Review Section, publishes "Regulations and Design Guidelines for Primary Dwellings" to assist home builders in designing and building infill residential dwellings; and
- Building Standards' website contains comprehensive information and links to provincial websites.

Targeting Home Improvement Renovations

Many small home alterations fall outside the scope of the building permit program. Small renovations within homes built prior to 1983 present a higher likelihood of potential asbestos exposure, as individual homeowners may choose to complete the work on their own.

In February 2017, the Building Standards Division partnered with major local home improvement retailers to provide education on building permit requirements for customers starting small projects, such as a deck. In addition to this information, asbestos education was integrated into the marketing campaign (see Attachment 1).

Provincial Guidance on Asbestos and Building Projects

Regulations regarding asbestos testing and asbestos processes are contained in the Occupational Health and Safety Regulations, 1996. These are enforced by the provincial Occupational Health and Safety Division. The Ministry of Labour Relations and Workplace Safety has provided the Saskatchewan Asbestos Abatement Manual, Guidelines for Asbestos Processes in Building Demolition and Renovation. This provides basic information on asbestos and asbestos products, health hazards, safe work procedures, inspection criteria, requirements for worker protection and other legislated requirements, and competency profiles for persons involved in abatement activities. The Guidelines for Managing Asbestos in Buildings provides the specific steps to take when managing asbestos.

Public and/or Stakeholder Involvement

The Saskatchewan Asbestos Disease Awareness Organization was consulted in the development of 2016 and 2017 education initiatives.

Other Considerations/Implications

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

Due Date for Follow-up and/or Project Completion

No follow-up report is planned.

Public Notice

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

Attachment

1. Building Standards 2017 Brochures Home Centres

Report Approval

Written by: Kara Fagnou, Director of Building Standards

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

S/Reports/2017/BS/PDCS – Asbestos Awareness Initiatives – Building Standards Division/ks

BEFORE YOU BUILD...

The City of Saskatoon offers many resources to guide you through your construction or renovation project. **BEFORE YOU BUILD**, visit saskatoon.ca/buildingpermits for information such as:

Asbestos Removal

Any building constructed before 1983 may contain asbestos. Learn about potential sources of asbestos in your home and the steps for keeping the construction area safe.

Secondary Suites Handbook

The handbook provides information to aid the homeowner, designer and builder in the design and construction of a secondary suite.

How to Build a Deck

Tips for ensuring your deck is built to code. A building permit is required for most decks and is quick to obtain.

New Home Inspections Handbook

The handbook serves as a guideline for understanding the City's inspection process and requirements.



City of
Saskatoon
Building Standards

saskatoon.ca/buildingpermits

City-Wide Office Development Policy Review - Discussions with the Development Community

Recommendation

That the information be received.

Topic and Purpose

The purpose of this report is to provide an update on the results of stakeholder discussions and an overview of the next steps regarding the City-Wide Office Development Policy Review.

Report Highlights

1. The City-Wide Office Development Policy Review (Office Policy Review) is a comprehensive look at the location patterns of large office development in Saskatoon, with a focus on the policies that influence these patterns.
2. In collaboration with a broad range of stakeholders, the Administration has developed a range of possible solutions to achieve city-wide office development objectives, while supporting a growing and diversifying economy.
3. Proposed solutions for achieving city-wide office development objectives will be addressed through existing initiatives and, where appropriate, through separate reports.

Strategic Goal

This report supports the long-term strategies of adopting an integrated approach to growth related to transportation, servicing, transit, and land use, and establishing the City Centre as a cultural and entertainment district with employment, corporate offices, and store-front retail under the Strategic Goal of Sustainable Growth.

Background

On April 4, 2016, the Administration presented the Saskatoon Office Policy Review to the Standing Policy Committee on Planning, Development and Community Services, recommending a number of proposed policy, incentive, and process options for city-wide office development (see Attachment 1). At this meeting, the Committee resolved, in part:

- “2. That the Administration enter into discussions with commercial urban reserves;
3. That discussions be held with the development community (including but not limited to commercial realtors and developers, BIDs, SREDA, Ideas Inc.); and
4. That the Administration report its findings regarding the proposed numbers in the report to the Standing Policy Committee on Planning, Development and Community Services.”

Report

Office Policy Review

The Office Policy Review is focused on large single-purpose office buildings that support high levels of employment density. Small offices, or those offices that are associated with storage, warehousing, and manufacturing, or distribution activities occurring on the site, are not the focus of the Office Policy Review.

The overall goal of the Office Policy Review is to facilitate a reasonable location choice for large single-purpose office developments to respond to current market conditions and support a growing and diversifying economy, while:

- a) ensuring the City Centre remains an attractive choice for major corporate head offices;
- b) ensuring policies affecting the location choice of large office developments in Saskatoon support a range of transportation options by encouraging large offices to locate in areas with reasonable access to active transportation and transit networks to support key initiatives of the Growth Plan to Half a Million (Growth Plan); and
- c) minimizing the potential for land use conflicts to occur between large office developments and adjacent land uses.

Possible Solutions to Achieve City-Wide Office Development Objectives

The Administration engaged in discussions with a broad range of stakeholders to identify possible solutions to inform potential policies, plans, and programs that shape city-wide office development, while supporting a growing and diversifying economy and balancing stakeholder interests.

The Administration reviewed the solutions and ideas provided by stakeholders and prepared a summary detailing how the proposed solutions can be addressed (see Attachment 2). Many of the proposed solutions can be addressed through existing initiatives, such as the ongoing implementation of the City Centre Plan and Growth Plan, while others will be addressed through the review of the Official Community Plan or as separate reports.

Proposed Solutions to be Addressed Through Separate Reports

- Office Development Cost Analysis - The cost of constructing and operating office space (including parking) is cited as a main consideration in determining office location. To understand these costs, the Long Range Planning Section will produce a report that analyzes the specific costs and challenges associated with developing and operating office space in the City Centre versus those in suburban/industrial areas. This report will also include potential incentive options to encourage office development in the City Centre. The Administration will be undertaking a study to assess the broader costs and challenges related to infill development compared to greenfield development, and those findings will be a key component of the report.

- Land Use Regulation - During stakeholder consultations, it was acknowledged that some degree of land use regulation may be appropriate to minimize the potential for land use conflicts to occur between large offices and adjacent uses, and to ensure that large offices are located in areas that are capable of being serviced with transit and active transportation infrastructure.

The Administration will enter into further discussion with stakeholders regarding the opportunities and implications of establishing additional land use regulation and/or standards to limit the potential for future office buildings to be located next to noxious uses or in areas that are difficult to service with transit and active transportation infrastructure.

Public and/or Stakeholder Involvement

On November 29, 2016 the Administration hosted a workshop that brought together stakeholders representing diverse perspectives and interests to discuss key factors that influence office locational decisions. The workshop engaged stakeholders in a collaborative dialogue to identify a range of practical solutions for encouraging appropriate locational choice for office development, while meeting city-wide goals for office development. A total of 29 stakeholders attended the workshop representing 17 organizations.

Stakeholders who attended the workshop included representatives from:

- a) major land developers;
- b) commercial realtors;
- c) the City Centre Business Improvement Districts (Broadway, Downtown, and Riversdale);
- d) the Chamber of Commerce;
- e) the Saskatoon Regional Economic Development Authority;
- f) the North Saskatoon Business Association;
- g) the Saskatoon & Region Home Builders' Association; and
- h) First Nations with land holdings in Saskatoon.

In addition to, or as an alternative to, attending the workshop, stakeholders were provided with the option of meeting individually with the Administration to share their perspectives. See Attachment 3 for a detailed engagement summary of the stakeholder workshop that incorporates comments provided by those who were unable to attend the workshop.

Other Considerations/Implications

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

Due Date for Follow-up and/or Project Completion

There is no specific due date for follow up. Individual aspects of the Office Policy Review will be addressed in separate reports or incorporated into other initiatives.

Public Notice

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

Attachments

1. City-Wide Office Development Policy Review (April 4, 2016)
2. City-Wide Office Development Policy Review - Proposed Solutions for Achieving City-Wide Office Development Objectives
3. Office Policy Review Project – Stakeholder Workshop Engagement Summary

Report Approval

Written by: Michelle Grenwich, Planner, Long Range Planning

Reviewed by: Lesley Anderson, Director of Planning and Development

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

S/Reports/2017/PD/PDCS – City-Wide Office Development Policy Review – Discussions with the Development Community/lc

City-Wide Office Development Policy Review (April 4, 2016)

City-Wide Office Development Policy Review

Recommendation

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

1. That the proposed policy, incentive, and process options for city-wide office development, as outlined in the report, be supported, in principle; and
2. That the Administration be directed to bring forward the necessary bylaw, policy, and process amendments in due course.

Topic and Purpose

The Administration has conducted a review of policies affecting City Centre and suburban office development in Saskatoon and is proposing a number of measures to achieve city-wide growth and employment objectives, while ensuring the continued strength and prominence of the City Centre as a major office employment area.

Report Highlights

1. A strong office market is an important component to a healthy and vibrant City Centre.
2. Saskatoon's suburban and Downtown office vacancy rates are consistent with those of other resource-based jurisdictions in western Canada (Calgary, Edmonton, and Regina).
3. The City Centre has an extensive range of advantages that support office development, but also has some challenges related to construction and occupancy costs, parking cost and availability, and perceptions of safety.
4. A review of the City of Saskatoon's (City) office policies and those of other jurisdictions showed a wide range of approaches to support City Centre office development. All jurisdictions reviewed, except Saskatoon, restrict offices in industrial zoning districts to some extent.
5. Proposed limits on total area of new business parks, maximum office size limits in industrial areas, combined with modest incentives and process changes, will ensure that the City's regulations, programs, and procedures align with its policy supporting City Centre office development.

Strategic Goals

The recommendations of this report support the long-term strategy to establish the City Centre as a cultural and entertainment district with employment, corporate offices, and store-front retail under the Strategic Goal of Sustainable Growth.

Background

As part of the Growth Plan to Half a Million, the Administration completed an Employment Areas Study intended, in part, to ensure suitable and sufficient employment lands are available to support population growth to 500,000. Within this study, an identified goal for employment areas is to retain the City Centre as the primary destination for corporate head offices, store-front retail, and cultural amenities for the City and region.

During its August 17, 2015 meeting, the Standing Policy Committee on Planning, Development and Community Services received a report for information from Saskatoon Regional Economic Development Authority (SREDA) regarding the Saskatoon Downtown Office Vacancy Round Table Report. This report discussed recent increases in Downtown office vacancy rates, highlighted benefits of downtown office locations, and identified measures that are forthcoming or that could be undertaken to encourage office development in the Downtown.

Report

Importance of City Centre Office Development

Though it is not the sole measure of a healthy and vibrant City Centre, a strong office market is an important component. It brings employees, stimulates residential growth, and supports a range of businesses and activities. It also supports further investments in Saskatoon's transit system and the efficient use of infrastructure by concentrating major employment uses.

Saskatoon's Office Market Characteristics

Saskatoon and other Canadian office markets are experiencing high vacancy rates in both suburban and Downtown locations (see Table 1). Colliers International attributes much of this change to the struggling energy and resource sectors.

Table 1: Office Vacancy Rate (%) - Selected Canadian Municipalities, 2015 Quarter 4

Municipality	Downtown	Suburban
Saskatoon	14.9	15.0
Regina	12.7	12.2
Edmonton	10.1	14.6
Calgary	18.1	16.0
Winnipeg	10.1	7.4

Source: Colliers International

Saskatoon's office market is small compared to the above cities, including Regina. A consequence of this is that one large office tenant vacating its space can have a relatively large impact on vacancy rates.

Approximately 50% of the city's office floor area is located in the Central Business District (CBD), which contains most of Saskatoon's largest office buildings (see Table 2).

Table 2: Share of City-Wide Office Development by Neighbourhood

Neighbourhood	Share (%)
Central Business District	49.4
Airport Business Area	8.9
City Park	6.2
University of Saskatchewan Lands Management Area (Innovation Place)	5.8
South West Industrial	4.5
North Industrial	3.1
Stonebridge	2.9
All Other Areas	19.2

Source: City of Saskatoon Assessment Data, 2014

In the last ten years, over 40% of new office construction has occurred in industrial and business park areas, compared to 16% in the CBD. During this time period, construction costs per m² in the CBD were approximately \$1,850, compared to \$1,000 or less in industrial and business park areas.

City Centre Office Development Advantages and Challenges

The City Centre has an extensive range of advantages that make it a desirable place to work and do business (see Attachment 1, page 7). It includes many amenities. Its central location means that it is readily accessible from all directions and is well-served by transit. The Vacant Lot and Adaptive Reuse Incentive Program was recently amended to provide tax abatements for new office development and supportive structured parking.

However, there are also some key challenges related to City Centre office development that can make suburban and industrial office locations more appealing to some developers and office tenants:

- a) relatively high construction and occupancy costs;
- b) relatively high parking cost and lower availability; and
- c) negative perceptions of safety.

Policy and Best Practices Review

The Official Community Plan Bylaw No. 8769 (OCP) generally implies that a significant portion of office development should be encouraged to locate in the Downtown and a few business park areas. This general policy direction is not reflected in Zoning Bylaw No. 8770, which permits offices in most commercial and industrial districts with no size limitations beyond the general standards of the district.

Office policies in the cities of Regina, Edmonton, Calgary, Winnipeg, and London were reviewed to identify a range of policy options for encouraging major offices to choose a City Centre location (see Attachment 1, page 10). The approaches ranged from minimal regulation to complex and detailed regulation centered on limiting suburban office development. At a minimum, all municipalities reviewed, excluding Saskatoon, impose some limitation on office development in industrial areas. All municipalities

acknowledged the importance of maintaining their Downtown as a predominant office employment area.

The City of Regina’s office policies, adopted in 2012, have a goal to protect its Downtown office market and ensure that 80% of offices over 1,000 m² are located there (see Attachment 1, page 10). In spite of this, Regina is experiencing high office vacancy rates in both Downtown and suburban locations. It is too soon to tell if the policy will have a material impact on office development in Regina.

Proposed Approach

To encourage major office development in the City Centre, a combination of light regulation, OCP and sector plan policy, modest incentives, and process improvements is recommended:

- 1) Planning and policy – The OCP and sector plans should contain policies clarifying the importance of Downtown office development and limiting the overall size and amount of industrial business parks within employment areas. This will ensure there is opportunity for suburban business growth without harming Downtown office development.
- 2) Regulation – limit the size of single-purpose offices in industrial areas (see Table 3 below and associated map in Attachment 2)

Table 3: Recommended Floor Area Limits for Offices in Industrial Zoning Districts

Zoning	Maximum Floor Area m ² (ft ²)	Rationale
Light Industrial Districts	2,000 (21,528)	<ul style="list-style-type: none"> • This policy is directed toward large, general-purpose offices that serve a city-wide function. • Suitable offices include those that serve an administrative function that directly service the industrial area. • Will accommodate offices that directly relate to or support industrial uses.
Heavy Industrial Districts		
Industrial Business District	4,000 (43,056)	<ul style="list-style-type: none"> • Not intended to accommodate head offices. • Intended to provide high-quality environment for some office development to create employment opportunities closer to where people live. • Will limit major office uses typically more suited to a Downtown location.

- 3) Incentives and process improvements – for major office development (greater than 43,000 ft²) in the City Centre:
 - a) priority building/development permit process – similar to affordable housing projects, any major office development will receive a higher priority in the permit review process;

- b) one-stop application process – this is intended to provide an office developer with a single approval process for a major office development, reducing time and cost; and
- c) waiver of parking meter hooding fees – for a major office development up to four stalls may be “hooded” for a maximum of 24 consecutive months with no fee.

Options to the Recommendation

The Administration considered a number of options in the development of this report (see Attachment 1, page 13), but chose to recommend light regulation combined with modest incentives.

City Council could choose to support the proposed approach, with higher or lower maximum floor areas for offices in industrial zoning districts. The implications of a more restrictive policy (lower maximum floor areas) are rendering more existing office uses legal, non-conforming, and potentially not allowing new office uses that may be suitable to an industrial area. The main implication of a less restrictive policy (higher maximum floor area) is that it would have relatively little effect in influencing new office decisions. The Administration’s recommendation is intended to balance policy effectiveness with stakeholder interests.

The option also exists to refer the matter to an appropriate business-related stakeholder group for further consultation.

Public and/or Stakeholder Involvement

Representatives from the real estate industry, business groups, business improvement districts, developers, and property managers were interviewed in order to gain a better understanding of the key locational considerations of major office tenants and developers in Saskatoon. Stakeholders were asked to identify the advantages and disadvantages of a City Centre office location versus a suburban/industrial location and the factors affecting location decisions.

Communication Plan

Stakeholders contacted as part of the development of this report will be notified of City Council’s decision. Additional communication will be undertaken as part of the process to implement any proposed incentives, process improvements, and regulatory changes.

Policy Implications

Specific recommendations that involve policy changes, such as potential zoning changes and the waiving of parking meter hooding fees, will be brought forward individually in subsequent reports.

Financial Implications

Waiving parking meter hooding fees will not require a funding source, but will result in foregone parking meter revenue, if approved. The maximum amount of foregone

revenue per project would be approximately \$61,000, based on a per-stall maximum of approximately \$7,600 per year, with a maximum allowable hooding of four stalls for two years.

Other Considerations/Implications

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

Due Date for Follow-up and/or Project Completion

If City Council approves the recommendations, the Administration will bring forward reports to implement the recommendations in due course.

Public Notice

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

Attachments

1. Saskatoon Office Policy Review
2. Lands Affected by Proposed Policy Changes

Report Approval

Written by: Michelle Grenwich, Planner, Long Range Planning
Chris Schulz, Senior Planner, Long Range Planning
Reviewed by: Alan Wallace, Director of Planning and Development
Approved by: Randy Grauer, General Manager, Community Services Department

S/Reports/2016/PD/PDCS – City-Wide Office Development Policy Review/ks
FINAL/APPROVED – R. Grauer – March 23, 2016

City of Saskatoon

Saskatoon Office Policy Review

February 2016

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Appendix A: Municipal Office Policy Comparisson		

1 Introduction

Saskatoon has sustained a high rate of growth in recent years, averaging 3.0 percent since 2010. To accommodate this growth, many new neighbourhoods, employment areas and associated infrastructure have been constructed and/or are in the design phases. With this growth comes many challenges, including maintaining and enhancing the City Centre as the focal point of Saskatoon as the city expands. One of the keys to maintaining a strong City Centre is to, through planning, direct significant employment to it so that it remains the heart of commerce in the city and region. Office development is a major employment generator in the City Centre. Nearly 50 percent of all office buildings in Saskatoon are located within it. New growth in suburban and industrial areas means that there are a multitude of locations for office developments. As this growth continues and new development areas become available, it will be important to ensure plans and policies direct a portion of office growth, particularly major offices, to the City Centre so that it maintains its prominence as a major employment area in Saskatoon.

1.1 Context

Saskatoon residents and City Council have emphasized the desire to maintain and enhance the prominence of the City Centre as Saskatoon grows. Establishing the City Centre as a cultural and entertainment district with employment, corporate offices and store-front retail is identified as a long-term priority in the City's Strategic Plan 2013-2013 under the Strategic Goal of Sustainable Growth.

The City Centre Plan, which was approved by City Council in the fall of 2013, is a comprehensive plan for the Downtown and important adjacent areas along the corridors leading into the core. The City Centre Plan is focused on improving the City Centre by creating market demand for residential and office development so that the Downtown continues to be the cultural and entertainment hub for the region with employment, corporate offices, and store-front retail.

The Employment Areas Study, which forms part of the city's Growth Plan to Half a Million (Growth Plan), emphasizes the importance of retaining the City Centre as the heart of commerce in Saskatoon. One of the key recommendations from the Employment Areas Study is to continually monitor trends affecting the health of the City Centre to ensure it continues to be a dominant employment area in the City. As office employment is a major component of the overall employment in the City Centre it is important to monitor current trends in office development and evaluate the City's policies and programs to ensure the Downtown remains a significant office employment area.

1.2 Purpose

The purpose of this report is to:

- provide an overview and analysis of office development patterns in Saskatoon;
- review existing policies affecting office development;
- review office-related policies from other municipalities; and
- identify a range of options that could be used to ensure that the City Centre remains the predominant office employment area in Saskatoon.

The information in this report is intended to be used as background information in the development of policies and programs related to office development Saskatoon.

Throughout this report the terms ‘Downtown’ and ‘Central Business District’ are used interchangeably and refer to the formal Central Business District (CBD) area, while references to the City Centre refers to the study area defined by the City Centre Plan. This report takes the position that we are generally seeking office development in the broader City Centre area, rather than specifically within the formal CBD boundary.

1.3 Why is City Centre Office Development Important?

Major office development is an important component to a healthy and vibrant Downtown. A strong office market brings employees to the City Centre, in turn supporting restaurants, commercial services, retail stores, culture, arts and entertainment venues. A strong employment base in the City Centre can also support residential growth in the core thereby enhancing opportunities for people to live and work in the same area. Maintaining the City Centre as the destination for major offices will support investments in our transit system and the efficient use of existing infrastructure by concentrating major employment uses in one area.

While office employment is important, and the focus of this report, it is not the only element of a thriving City Centre. Saskatoon’s City Centre is a destination for arts, culture, entertainment, recreation, retail shopping, dining, tourism, and hotel accommodation. It is also an important residential area. Approximately 5,800 people call the City Centre area home, with 3,300 of those residing in the Central Business District. The City’s plans and policies should ensure that the City Centre is considered in a balanced way, avoiding placing too much emphasis on one aspect at the expense of others.

2 Saskatoon Office Development Characteristics

For the purposes of this report, references to office development or office buildings mean those buildings where the predominant use is office.

2.1 Vacancy Rates

Saskatoon’s office market is relatively small compared to other Canadian cities such as Calgary, Edmonton and Regina. A consequence of a smaller market is that one large office tenant vacating their space can have a significant impact on vacancy rates. Saskatoon’s economy is closely linked to the resource and mining sectors. It can be expected that its office market will fluctuate according to the strength of these sectors. Also, to reduce costs some companies have reduced their overall office space while retaining the same number of employees.

The following is a summary of the most recent data available regarding office vacancy rates across the city. It is important to note that office market data reported by Colliers International only represents office space that is available to the general tenant market, as such government occupied buildings, such as City Hall and the Sturdy Stone Building, are not factored into vacancy and floor area data for the Central Business District.

Downtown Office

According to recent market reports from Colliers International (Colliers), Saskatoon’s Downtown office vacancy rate reached 15 percent at the end of 2015. Projections from Colliers indicate that this rate could increase to 19 percent by the end of 2016, but Colliers expects that the market will begin to rebound in 2017/2018. Vacancy rates are highest in the older and lower-quality Class B and C office buildings which tend to have a more difficult time attracting tenants than higher-quality Class A office buildings.

Contraction of the resource sector and new office developments in suburban areas are cited as the main reason for increases in vacancy rates. Between 2014 and 2015 nearly all major centres across Canada experienced an increase in Downtown office vacancy rates. These include: Vancouver, Calgary, Edmonton, Winnipeg, Regina, and Montreal. At the end of 2015, Calgary had at the highest Downtown vacancy rate amongst Canadian cities followed by Saskatoon, Regina and Edmonton.

Suburban Office

Saskatoon’s high rate of growth in recent years is reflected in the construction of nearly 46,500 m² (500,000 ft²) of suburban office space since 2012. In 2015 alone, over 14,800 m² (160,000 ft²) of new office space was added to the suburban market. Though the suburban office vacancy rate is currently at 15 percent, absorption rates have remained positive with over 7,900 m² (85,000 ft²) of positive absorption in 2015. The high vacancy rate for suburban offices can be attributed to tenants updating their space as new construction enters the market. Market forecasts from Colliers anticipate continued growth in the suburban office market as many new neighbourhoods have office-supporting land uses incorporated into their design.

2.2 City-wide Office Distribution

City-wide office distribution data was obtained from 2014 assessment records collected by the City of Saskatoon Assessment and Taxation Division. The data in this section represents those buildings where the predominant use of the building is for office-related purposes. Map 1 illustrates the distribution of office buildings throughout Saskatoon with column height representing total floor area. Table 1 highlights the neighbourhoods with the largest share of office space in Saskatoon.

Map 1: Saskatoon Office Distribution and Floor Area (column height), 2014



Source: City of Saskatoon Assessment Data, 2014

Central Business District

The Central Business District (CBD) is the predominant office area, representing a 49 percent share of city-wide office development. The CBD houses some of the largest office buildings in Saskatoon with several buildings larger than 5,000 m² (53,800 ft²) in size.

Industrial Areas

The Airport Business Area includes the next highest concentration of office development, after the CBD, at 8.9 percent of the city-wide share. Designated business park land within the Airport Business Area which specifically targets office uses is mostly undeveloped at this time. To date, office development in this area has occurred primarily on industrial-zoned lands. The South West and North Industrial Areas respectively account for 4.5 and 3.1 percent of office development in Saskatoon. The combined total of office development in all industrial area is 20 percent.

Table 1: Share of City-wide Office Development by Neighbourhood, Saskatoon

Neighbourhood	Percentage
Central Business District	49.4%
Airport Business Area	8.9%
City Park	6.2%
U of S Lands Management Area (Innovation Place)	5.8%
South West Industrial	4.5%
North Industrial	3.1%
Stonebridge	2.9%
Nutana	1.9%
Nutana Suburban Centre	1.7%

Source: City of Saskatoon Assessment Data, 2014

All other Areas

City Park and Innovation Place contain notable shares of office development representing 6.2 and 5.8 percent of the city-wide share, respectively. It is interesting to note that 50 percent of office buildings in the City Park neighbourhood are concentrated along 2nd Avenue which is a key corridor leading into the Downtown and forms part of the City Centre Plan area.

Stonebridge contains 2.9 percent of office development concentrated in the area designated as Business Park on the Official Community Plan land use map. The share of office development in Stonebridge is expected to increase as the business park becomes fully developed.

All neighbourhoods not listed in Table 1, including industrial areas, have shares of total city-wide office development below 1.0 percent. Where present, offices in these areas are typically located in suburban centres, along arterial roads, and within district and neighbourhood commercial areas.

2.3 New Office Construction 2005-2015

New office construction data over the last 10 years was obtained from the City of Saskatoon Commercial Building Permit records. This data represents new construction where the primary purpose of the building is to accommodate office type uses. It does not include any additions or alterations to existing buildings. Offices associated with residential units and on-site construction, manufacturing or warehousing activities were not included in this analysis. Table 2 summarizes the total floor area of new office space within certain areas between 2005 and 2015. A total of 156,843 m² (1,688,244 ft²) of new office space was added to the existing stock in Saskatoon over the last 10 years.

Table 2: Saskatoon New Office Construction, 2005-2015

Geographic Area	New Floor Area (m ²)	% of New Floor Area
Industrial Areas	37,145	23.7%
Stonebridge	32,287	20.6%
Core Neighbourhood Area (exc CBD)	30,091	19.2%
Central Business District	24,732	15.8%
All other areas	19,033	12.1%
U of S Lands Management Area (Innovation Place)	13,555	8.6%
TOTAL	156,843	100.0%

Source: City of Saskatoon Commercial Building Permit Records

Industrial Areas

Industrial areas account for 24 percent of new office construction in Saskatoon since 2005 with 28 new office buildings constructed. Three of these office buildings can be considered large, with floor areas exceeding 4,000 m² (43,055 ft²). The majority of office construction in industrial areas was concentrated in the Marquis, South West, North and Hudson Bay industrial areas.

Central Business District (CBD)

Over the last 10 years there has been five new office buildings constructed in the Downtown. Four of these buildings exceed 4,000 m² (43,055 ft²) in floor area and one more was slightly under this number. The last new office building in the Downtown was completed in 2014. There are a number of new office projects that have been proposed in the Downtown; however at the time of this report no formal development permit applications have been submitted.

In addition to new office construction in the CBD there have been a number of projects occurring just outside of the Downtown in the broader City Centre Plan area along or near major corridors. Examples include, the Nexus Building on 2nd Avenue in City Park, and a four-story office building at 612 Main Street in Nutana.

Other Areas

One new five-story office building was constructed at Innovation Place which represents 8.6 percent of the city-wide share of new office construction. Twenty percent of new office construction occurred in Stonebridge, second only to industrial neighbourhoods.

Constructions Costs

Construction values are submitted by the building permit applicant and include the cost of materials and labour only. Additional costs such as demolition (where required), environmental remediation, off-site levies, parking metre hooding fees and the cost of the land are not included in the construction costs described in this section. To compare construction costs over the various geographic areas in Table 3 the 10 year total construction value in each geographic area was divided by the total floor area to obtain a construction cost per m² value.

Over the last 10 years the average construction cost for a new office building in the CBD was \$1,846 per m² which is well above the city-wide average of \$1,185 per m². The areas with the lowest construction costs per m² were Stonebridge at \$998 and industrial areas at \$844 per m². There are many factors that contribute to the higher construction costs in the Downtown, including but not limited to: concrete and steel construction requirements for multi-story buildings, smaller sites in densely built up area means that construction takes longer, and costs associated with providing structured parking.

Table 3: Saskatoon New Office Construction Costs per m², 2005-2015

Geographic Area	Construction Value	Floor Area (m ²)	Construction Cost per m ²
Central Business District	\$45,662,000	24,732	\$1,846
All other areas	\$29,789,000	19,033	\$1,565
U of S Lands Management Area (Innovation Place)	\$14,830,000	13,555	\$1,094
Core Neighbourhood Area (excl. CBD)	\$31,968,000	30,091	\$1,062
Stonebridge	\$32,248,000	32,287	\$999
Industrial Areas	\$31,380,000	37,145	\$845
AVERAGE	\$30,979,500	26,141	\$1,186

Source: City of Saskatoon Commercial Building Permit Records

2.4 Recent Office Development Examples

There have been a number of new office buildings constructed across Saskatoon in recent years. Table 4 provides visual examples of some of the larger office buildings that have been constructed in the last six years.

Table 4: Recent Office Developments in Saskatoon

<p>City Centre – 7,000 m² (75,000 ft²)</p>  <p><i>Completed in 2013</i></p>	<p>City Centre – 4,000 m² (43,000 ft²)</p>  <p><i>Completed in 2014</i></p>
<p>8th Street Office – 3,000 m² (33,000 ft²)</p>  <p><i>Completed in 2012</i></p>	<p>Stonebridge Business Park – 2,500 m² (27,000 ft²)</p>  <p><i>Completed in 2010</i></p>
<p>Airport Business Area – 2,700 m² (29,000 ft²)</p>  <p><i>Completed in 2010</i></p>	<p>Hudson Bay Industrial – 5,700 m² (61,000 ft²)</p>  <p><i>Completed in 2015</i></p>
<p>North Industrial – 5,900 m² (63,500 ft²)</p>  <p><i>Completed in 2011</i></p>	

Source: Google Images

2.5 Stakeholder Interviews

Representatives from the real estate industry, business groups, business improvement districts, developers and property managers were interviewed in order to gain a better understanding of the key locational considerations of major office tenants and developers in Saskatoon. Stakeholders were asked to identify the advantages and disadvantages of a City Centre office location vs a Suburban/Industrial location and the factors affecting location decisions. Table 5 summarizes the feedback.

Table 5: Stakeholder Interview Summary

Location	Advantages	Disadvantages
Downtown	<ul style="list-style-type: none"> • River Landing • Riverbank, parks, recreational facilities • Better amenities (restaurants, retail, cultural events, entertainment) • Art gallery • High concentration of business, activities, and amenities • Prestigious location • The best of transit • Unique buildings 	<ul style="list-style-type: none"> • Higher capital and operating costs • Parking supply and cost • Customer access • Negative perception of safety • A lot of outdated office space • Lack of flexibility and adaptability with office space
Suburban/Industrial	<ul style="list-style-type: none"> • Quick access to Downtown from many locations • New and modern construction • No additional costs for parking • Easy and ample parking • Direct customer access • Lower construction and operating costs 	<ul style="list-style-type: none"> • Cookie cutter buildings • Low concentration of business, activities, and amenities • Poorer transit service • 3-4 floor maximum building height

Parking and cost were the most commonly identified factors impacting locational decisions for new office developments along with the ability to attract and retain staff and ease of accessibility for customers. Exposure associated with a prominent location and ownership opportunities also motivates locational decisions. The ability to provide free (apart from land cost) and ample parking for employees and customers was cited as one of the major advantages to a suburban/industrial office location. In addition to parking and safety concerns, the higher construction and long-term operating costs in the Downtown was cited as a major deterrent. Though the cost of parking and construction in a suburban/industrial location is lower, it was noted that these areas do not offer the vibrancy, amenity and concentration of businesses and activities that is found in the City Centre.

In general, stakeholders expressed a preference for allowing the market to dictate the locational patterns of office developments with some targeted incentives to encourage more office development in the City Centre. A regulatory approach was not universally supported; however respondents acknowledged that some amount of regulation may be necessary.

3 Advantages of the City Centre for Office Developments

The City Centre provides an array of advantages, supporting downtown locations for employees, office tenants and new office developers. These range from inherent benefits based on the location and historical circumstances of the City Centre to incentives and land use policies intended to ensure the City Centre is supported and remains successful.

3.1 Economic

The City Centre supports business growth and development by providing an environment where similar and complementary businesses can achieve efficiency and foster creativity through proximity.

The City Center is well-served by major automobile transportation corridors, transit and active transportation infrastructure. Its central location and high connectivity mean that it is accessible to and from all parts of the city and region. This high degree of accessibility is important to both employees and clients of businesses located in the City Centre.

Three Business Improvement Districts (BIDs) support the City Centre area. These organizations represent the interests of businesses within the districts, promoting the areas and advocating on their behalf.

3.2 Amenities

The City Centre contains Saskatoon’s highest concentration of institutions, businesses, and facilities that support culture, entertainment and recreation. These, combined with retail, restaurant and service-related businesses provide a large number and variety of amenities for employees in the area. Additionally, the concentration of hotel and convention facilities supports businesses and business travelers.

The City Centre also benefits from a high-quality urban environment, both in terms of the public and private realms. It contains architecturally significant and heritage buildings as well as pedestrian-oriented development form. The area is close to several parks, the Civic Plaza and the Meewasin Trail system which culminates in River Landing. Public spaces are well-designed and maintained, often featuring streetscape improvements and urban forest.

3.3 Land Use / Zoning

The City’s Zoning Bylaw provides a great deal of support to City Centre development of all types, including offices, due to relatively permissive zoning districts which allow a wide variety of uses. City Centre zoning districts allow for the greatest density of development in the city – for both residential and non-residential uses. There are generally low or no setback requirements, meaning buildings can occupy most or all of the lot. Height restrictions either do not exist or are very permissive. Finally, most uses have no minimum parking requirements, which can otherwise add significantly to the cost of development.

3.4 Incentives

The Vacant Lot & Adaptive Reuse (VLAR) Incentive Program provides incentives to both directly and indirectly support office development in the City Centre. The program provides eligible projects with a cash grant of up to \$200,000 or a five-year abatement of the incremental property tax resulting from construction. The program includes incentives targeted specifically at office development and the development of structured parking, which is considered necessary to support large office development in the City Centre.

In addition, incentives provided through both the VLAR program and the City’s Housing Business Plan can support housing development in the City Centre. Though this doesn’t directly influence office development, it does support opportunities for employees to live closer to their place of work and indirectly supports additional amenities in the area which also benefit City Centre employees.

3.5 Recent / Forthcoming Plans & Projects

The City Centre Plan is intended to ensure Saskatoon's Downtown and major connecting corridors maintain and expand their importance as the city grows to 500,000 people. The plan includes recommendations to encourage residential and business growth, investment, transportation options and connectivity, public realm improvement, and expansion of arts and culture opportunities.

Based on the City Centre Plan, the City has amended the OCP and Zoning Bylaw to incorporate development guidelines for the City Centre. These guidelines are intended to provide for a built environment that is attractive, safe, and sensitive to the pedestrian, yet be flexible enough to encourage development and allow for creative building design.

Another element arising from the City Centre Plan is a Downtown Parking Strategy. This strategy is expected to recommend policy, process and regulatory options to address parking supply and demand within the City Centre area, including an examination of the potential for one or more parking garages.

Also arising from the City Centre Plan, the Civic Precinct Master Plan will identify and integrate priority projects, resulting in detailed design plans and implementation strategies that will improve the quality, character, and cohesiveness of the public realm in an area known as the Civic Precinct, centered on City Hall. This plan will tie a number of key elements together, creating a new public gathering place and key activity node that anchors the north end of Downtown.

As part of the Growth Plan to Half a Million, the proposed Bus Rapid Transit (BRT) system will pass through the City Centre, thereby enhancing the frequency and directness of transit from suburban areas to the core.

3.6 Intangible Benefits

The City Centre offers unique benefits that are not available in any other parts of the city and that are impossible to recreate. The City Centre benefits from its river setting close to the geographic centre of Saskatoon. As the historic heart of the city, the City Centre area provides a vibrant and authentic experience for those who live, work and visit there. These factors also provide image-conscious businesses in the City Centre with a level of prestige not obtainable in suburban office locations.

Additionally, the Community Support Officer program helps to ensure that the City Centre area remains a safe and attractive destination.

4 Policies affecting Office Development

The City regulates the use and development of land, including office use, through its OCP and Zoning Bylaw.

Official Community Plan Bylaw No. 8769 (OCP)

The OCP very generally implies that a significant portion of office development should be encouraged to locate in the Downtown and a few Business Park areas. However, it does not contain specific policies that address office development and where it should typically be located.

Downtown policies are centered on the objective of ensuring that the Downtown remains the centre and heart of financial, administrative, cultural and commercial activities of the City and Region. The highest development densities in the City are encouraged in the Downtown.

The Business Park policy district was established with the intent to provide a high quality business and industrial park environment to support uses such as: business service, advanced technologies, research and development, light manufacturing, prototype development, related office uses, and compatible industrial activities. Saskatoon presently has three areas designated as business park areas which can be found in the Airport Business Area and Stonebridge. The University Heights and Holmwood Sector Plans have also identified lands for future business park use.

Industrial land use policies are centered on ensuring that appropriate land is available to support industrial-type uses. Retail development is limited in industrial areas to ensure that these areas remain primarily industrial and do not compromise the viability of other existing retail areas including the Downtown. However, industrial land use policies do not contain a similar limitation on office development in industrial areas.

Zoning Bylaw

The Zoning Bylaw defines office and office buildings as “a building or part of a building used primarily for conducting the affairs of a business, profession, service, industry, or government in which no goods or commodities of business or trade are stored, transshipped, sold or processed.” Office and office buildings are listed as permitted uses in almost all commercial, institutional and industrial zoning districts, with very few exceptions. Offices are currently prohibited in the Limited Commercial District (B1A) which is applied to three properties in residential neighbourhoods and the Limited Intensity Light Industrial (IL2) and Limited Intensity Heavy Industrial (IH2) districts which affects some land in the Marquis and CN Industrial Areas. A forthcoming report will be proposing to allow offices and office buildings in the Limited Intensity Light Industrial (IL2) and Limited Intensity Heavy Industrial (IH2) districts subject to a maximum office floor area of 325 m² (3498 ft²) per commercial retail unit. Office uses are limited in these districts due to nearby chemical plants that handle and store hazardous chemicals.

With the exception of the proposed amendments to allow limited offices in the IL2 and IH2 districts described above, the zoning bylaw does not prescribe office-specific size limitations beyond the development standards listed within each zoning district where they are permitted. These somewhat restrict office size by identifying setbacks, maximum height and, in some case, floor area ratio for offices, as they do for all other land uses. However, this means that the zoning bylaw restricts office size only by the size of the site on which it will be located. The highest development densities can be achieved in the Downtown and the corridors leading to it; however, depending on the lot size, large office buildings could be permitted in most commercial, institutional and industrial areas outside of the Downtown.

5 Office Policies in Other Jurisdictions

5.1 City of Regina

In 2012, the City of Regina updated its land use policies to impose a variety of limitations on proposed office developments outside of its Downtown. At the time, Regina had been experiencing significant population and economic growth and had the lowest downtown office vacancy rate (2 percent) in the country and the highest concentration of offices (84 percent) in downtown/city centre area. The impetus to review and revise their office policies was prompted by a number of factors including: a proposed new suburban office park (4 new buildings, each 3,700 m² [40,000 ft²] in floor area), a desire by many developers to loosen policies to allow more development opportunities, and significant growth the decade prior.

Office-related policies prior to 2012 encouraged major office development to the Downtown; however there was no definition of what constituted “major” office. The updated policies are aimed at protecting Regina’s Downtown office market and limiting suburban office opportunities that may otherwise draw existing office tenants from their Downtown locations.

Office Policies:

The intent of Regina’s 2012 office policy update was to protect their downtown as the primary business centre while allowing for some offices to occur in a suburban context. An office hierarchy was established with the goal to retain a minimum of 80 percent of all medium and large office in their downtown/central city office area (see Table 6). Large offices are not permitted outside of the downtown/central city area, except for situations where office complements an institutional land use such as a hospital or university.

Table 6 Regina’s Office Hierarchy

Office Class	m ²	ft ²
Small	Under 1,000	Under 10,764
Medium	1,000 – 4,000	10,764 – 43,056
Large	4,000 +	43,056 +

To limit office development outside of their downtown/central city office area, Regina’s OCP identifies specific ‘Office Areas’ and ‘Urban Centres’ where medium offices may be permitted subject to the following:

- Maximum building size is 4,000 m²
- Maximum single user within each building is 2,000 m²
- Maximum aggregate floor space of 16,000 m² in any office or urban area
- Lands in these areas must be zoned ‘Office Area’ under the zoning bylaw in order for office development to be considered
 - The Office Area zoning district imposes maximum surface parking limits for office uses with a \$7,000 fee for each additional surface parking space
- Office development proposals or rezoning requests to accommodate offices outside of the Downtown must conduct a market analysis demonstrating the following:
 - There is a clear need for the office development
 - That the Downtown area will retain an 80 percent share of offices
 - That the Downtown vacancy rate does not exceed 6.5 percent

Office building are prohibited in any medium or heavy industrial district. In light and business industrial districts offices less than 1,000 m² (10,764 ft²) are a permitted use, but are restricted to those offices associated with industries or businesses benefitting from close access to major corridors, regional customers, intermodal hubs, etc.

Effectiveness of Office Policies

The City of Regina was contacted to gain insight on the impacts the 2012 office policy update has had on the City’s office market. The effectiveness of the current policies is difficult to gauge given the current economic conditions and high vacancy rates experienced across the country. Civic administration noted that there has not been significant demand for suburban office as the suburban office park that prompted the 2012 policy update has not been fully developed or leased out (the final of the four buildings has not been constructed). Also, at the end of 2015 Colliers International reported that the suburban office vacancy rate was 12.2 percent compared to 12.7 percent in the downtown. To date, Regina’s administration is not aware of any issues relating a lack of availability for those users needing/desiring a

suburban office location as there was a large over-build in the market over the last five years as shown by the most recent vacancy rates.

Saskatoon and Regina - Office Market Comparison

As the capital of Saskatchewan, Regina has traditionally been home to government agency head offices which typically choose Downtown locations. This is one of the reasons Regina has a much larger office market than Saskatoon with 40 percent more office floor space in their Downtown. Tables 7 and 8 provides a comparison of 2015 downtown and suburban office vacancy data for Saskatoon and Regina. Though Saskatoon had a higher year-end vacancy rate for Downtown office, Regina had 40 percent or 18,580 m² (200,000 ft²) more vacant office space than Saskatoon. This further illustrates the sensitivity of Saskatoon's small office market to a contraction or increase in vacant space. Also, though policies affecting office development differ greatly between the two municipalities, their suburban and downtown office vacancy rates are quite similar.

Table 7: Comparison of Downtown Office Floor Space and Vacancy, Quarter 4, 2015

Municipality	Total m ² (ft ²)	Vacant m ² (ft ²)	Vacancy Rate
Regina	373,153 (4,016,587)	47,394 (510,152)	12.7
Saskatoon	226,886 (2,442,182)	28,219 (303,748)	14.9

Source: Colliers International, 2015

Table 8: Comparison of Suburban Office Floor Space and Vacancy, Quarter 4, 2015

Municipality	Total m ² (ft ²)	Net Absorption m ² (ft ²)	Vacancy Rate
Regina	86,498 (931,058)	-830 (8,935)	12.2
Saskatoon	185,806 (2,000,000)	+7897 (85,000)	15.0

Source: Colliers International, 2015

5.2 Other municipalities

A review of several other municipalities was conducted to identify a variety of options to retain the Downtown as the predominant office employment area in the city. Information was obtained from the Cities of London, Winnipeg, Edmonton, and Calgary. Appendix A includes a detailed summary of these municipalities' policies related to office development.

All municipalities surveyed identified that maintaining their Downtown as the predominant office employment area is important. However, their approaches to maintain downtown office prominence vary greatly. The City of London, Ontario has established a policy framework similar to Regina's with the exception that London does not limit office development in suburban areas when its downtown office vacancy rates are high.

The Cities of Edmonton, Calgary and Winnipeg do not impose specific restrictions on office development proposals outside of their downtowns with the exception of industrial areas. These municipalities, including Regina and London, imposed some degree of limitation on office development in their respective industrial areas. Table 9 summarizes how and the degree to which offices in industrial areas are restricted in the previously mentioned cities.

Table 9: Industrial Area Office Development Limitations in various Canadian Cities

Municipality	Light Industrial Zoning Districts	Heavy Industrial Zoning Districts
Regina	Industry offices ¹ permitted (1,000 m ² (10,764 ft ²))	Offices Prohibited
London	Services offices ² permitted (max 2,000 m ² (21,528 ft ²))	Services offices (max 2,000 m ² (21,528 ft ²))
Winnipeg	Offices permitted (no limitations)	Offices Prohibited
Edmonton	Offices permitted (no limitations)	Offices Prohibited
Calgary	Offices discretionary (floor space limited to 50% of building)	Offices Prohibited

6 Options to encourage City Centre Office Development

There are a number of initiatives and programs underway to enhance the City Centre environment and make it a desirable place for residents, businesses and visitors to be. It is important to continue to identify new ways of encouraging this type of growth in core so that it remains the predominant office employment area in Saskatoon. The following is a summary of potential policy- and incentive-based options to further encourage major office developments to locate in the City Centre and make it the destination of choice for many businesses.

6.1 Regulatory Options

A regulatory-based approach would require amendments to the Official Community Plan (OCP) and/or the Zoning Bylaw depending on the option(s) proposed. Any policies affecting office development should support reasonable locational choice recognizing the need to balance the desire/need for a range of suburban office locations, while still supporting a strong City Centre office market. A range of regulatory options are summarized below.

Emphasize that the City Centre should be the destination for major office development

Current OCP policies vaguely imply that major office development should be concentrated in the City Centre by stating that *“the Downtown remains the heart and centre of the financial, administrative, cultural and commercial activities of the City and Region”*. Additional language could be added to the OCP that clearly states that the broader City Centre areas should be the primary destination for major office developments in Saskatoon. This would provide a clear and consistent message to the community, developers and administration of the city’s desire to retain the City Centre as a major office employment area.

Establish an Office Hierarchy based on Size of Office

Several municipalities such as the Cities of London and Regina have established a hierarchy of office uses based on the scale of the building with the largest scale directed primarily to their respective Downtowns, medium scale directed to business park areas, and small scale directed to industrial areas. The City of

¹ Industry office is defined as those offices associated with industries or businesses benefitting from close access to major corridors, regional customers, intermodal hubs, etc. Examples include construction (e.g. surveying, engineering), research and development, resource extraction (e.g. oil/gas, mining, agriculture), logistics, transportation, warehousing and distribution and real estate companies.

² Service office is defined as a building, or part thereof, in which one or more persons is employed in the management, direction or conduction of a travel agency, insurance agency or real estate agency.

Regina defines large scale office as any building over 4,000 m² (43,056 ft²), while the threshold in London is 5,000 m² (53,820 ft²).

These municipalities have established an office hierarchy through their respective OCP's (or equivalent plans) which define the floor area thresholds for each scale of office use and identify appropriate areas in the municipality for each scale of office use. To implement these policies, detailed standards are included in their Zoning Bylaws to ensure that appropriately-sized office development is directed to the desired areas within the community.

Based on existing office distribution and floor area data for Saskatoon, table 10 illustrates possible office floor area classes and examples of potential locations for each class.

Table 10 Possible Saskatoon Office Hierarchy

Office Class	m ²	ft ²	Potential Locations
Small	Under 2,000	Under 21,528	Industrial areas, neighbourhood commercial sites
Medium	2,000 – 4,000	21,528 – 43,056	Business parks, suburban centres, major corridors
Large	4,000 +	43,056 +	City Centre, limited other areas

Establish Limits on Aggregate Office Floor Space in Areas Outside of the City Centre

Another approach to ensure that the City Centre remains the predominant office employment area in Saskatoon would be to impose aggregate limits on the amount of office floor space permitted in areas outside of the Downtown. The City of London imposes aggregate limits on office floor area that range between 2,000 m² (21,528 ft²) to 20,000 m² (215,278 ft²) depending on the intensity of the area. The City of Regina has strict limitations on where offices can be constructed outside of the Downtown, with aggregate floor space limits of 16,000 m² (172,223 ft²) for medium and large offices in these areas. In Regina, aggregate limits are tracked through their Assessment and Taxation Department. This type of regulation is often coupled with the establishment of an office hierarchy to provide further regulation to limit large concentrations of office development from occurring in areas outside of the Downtown.

Saskatoon's existing and proposed business parks are intended to support office uses and thereby represent a significant opportunity for large concentrations of office development to occur outside of the City Centre. If aggregate limits are a desired option, it may be appropriate to consider application of this standard in the city's business park areas.

Establish an Office Hierarchy based on Type of Office

In addition to establishing an office hierarchy based on the size of the office, the Cities of Regina and London have further defined offices by the type of office use. For example, the City of Regina has established three types of office uses in their Zoning Bylaw, "General Office," "Industry Office" and "Financial Institution". General office includes those offices that include business related to administration, sales, professional services, real estate, insurance etc. Industry offices are those offices that are associated with industries or benefit from close proximity to major corridors, regional customers or intermodal hubs. Examples include construction, research and development, resource extraction, logistics, transportation, warehousing and distribution and real estate companies. Financial Institutions and Industry offices are generally permitted in Regina's light industrial and business park areas subject to floor area limits; while General Offices are generally discouraged in these areas.

If establishing an office hierarchy based on the type of office is a preferred option for Saskatoon, consideration should be given to establishing a class of office use that would be considered suitable in industrial areas.

Limit the Size of Offices in Industrial Areas

Industrial areas are typically intended to support the growth of industries such as manufacturing, assembly and repair, warehousing, and wholesale distribution. To support the general intent of industrial areas it is not uncommon for municipalities to impose some degree of limitations on office development in industrial areas. Limiting the size of the office building and/or the type of office permitted was the typical approach of the surveyed municipalities.

The City of London limits the size of individual office developments in their light and heavy industrial areas to a maximum of 2,000 m² (21,528 ft²) in size and limits the type of office to those that service the industrial area or are accessory to the principal industrial use. In most of Regina's industrial zoning districts general offices are prohibited and industry offices are permitted to a maximum of 1,000m² (10,764 ft²) in size. The City of Edmonton prohibits offices in their medium and heavy industrial districts, but allows offices as a permitted use in their light and industrial business districts subject the general floor area and height requirements of the districts. The City of Calgary prohibits offices in their heavy industrial districts, but does allow offices in their light industrial districts provided the office is accessory to the principal industrial use and does not exceed 50 percent of the floor area of the building.

If limiting the size of office buildings in industrial areas is a preferred option, it is recommended that a similar limit be established for the light and heavy industrial zoning districts. A higher floor area threshold should be applied to the industrial business zoning districts as this zoning district is applied to Saskatoon's business parks which are intended to accommodate some offices. Table 11 summarizes the number of buildings by floor area area on industrial zoned lands in Saskatoon.

Table 11: Total Number of Office Buildings by Floor Area in Saskatoon's Industrial Zoning Districts, 2014

Floor Area (m2)	Industrial Business	Light Industrial	Heavy Industrial
<1000	2	34	8
1000-1500	2	14	1
1500-2000	3	5	2
2000-3000	4	8	0
3000-4000	0	3	0
4000-5000	0	3	1
5000+	0	3	1

Source: City of Saskatoon Assessment Records, 2014

Establish a Ratio Requirement for Office Distribution

The City of Regina has established a criteria that requires no less than 80 percent of all medium and large office development (as defined by their OCP) to be located within a defined area centered on the downtown. This ratio is tracked through their Assessment and Taxation Department. The City could pursue amendments to the OCP of a similar nature with a target suited to the Saskatoon context. A reasonable target, based on the current distribution of office space in Saskatoon, would fall within the range of 55 to 65 percent.

Prohibit Large Office Development in Suburban/Industrial Areas when Downtown Vacancy Rates are High

In addition to establishing a ratio requirement for office distribution, the City of Regina also prohibits the construction of any medium or large office building in suburban areas when the office vacancy rate in their Downtown exceeds 6.5 percent. The City of Regina relies on vacancy data from private realtor firms to implement this standard. Saskatoon has a relatively small downtown office market which means that

the vacancy rate is quite sensitive to movements of even one large office tenant. Also, vacancy rates can fluctuate significantly with changes in the market, as evidenced by the recent downtown in the resource sector and rising vacancy rates in many downtowns across the country.

6.2 Incentives and Other Options

In Saskatoon and many other municipalities the construction and ongoing operating costs in a Downtown location are much higher than suburban or industrial locations. To help offset these additional costs many municipalities have created incentive programs targeted at promoting investment in their Downtowns as well as changes to approvals processes to streamline applications. Saskatoon’s VLAR program offers a five-year abatement of incremental taxes or a cash grant for the construction of a new office, parking structure or the conversion of a vacant space within an existing building to an office use.

The following is a summary of additional incentive options and process modifications that could be used to encourage office development in the City Centre. In all cases where fees are reimbursed, an incentive program would require a funding source. Where it is an option, waiving fees would not require a funding source, but would have an impact on revenue for the relevant program(s).

Brownfield Redevelopment Incentives

Since the City Centre is the historical heart of Saskatoon, office development in this area almost always means redevelopment of a site that previously supported other buildings and uses. Significant costs can be incurred in the development of City Centre sites due to the need for environmental assessment, investigation and remediation and landfill tipping fees where demolition is required. The uncertain nature of these costs can also be a deterrent to development.

Incentive options include:

Potential Incentive (full or partial)	Reimbursement	Fee Waiver
Environmental Site Assessment	✓	
Environmental remediation	✓	
Landfill tipping fees	✓	✓

Incentives to Offset Development Costs

City Centre development projects can face significant, and sometimes unexpected, costs including fees and charges associated with offsite services and parking meter hooding. These either do not apply in suburban locations, or are built into lot prices.

Offsite Servicing Charges

In new development areas, the City collects offsite service charges at the time of subdivision of land. These costs are typically paid by the developer and are then included in the price of the lot. However, in many historical areas of Saskatoon, including all those lands contained within the City Centre area, these charges did not exist at the time of subdivision so were not collected. At present, the City deems that Offsite Servicing Charges apply to all those lands where they have never been paid previously, and are due upon further subdivision (including condo creation). Depending on the size of the site, these fees can run into the hundreds of thousands of dollars.

Parking Meter Hooding Fee

Often, due to space constraints, development projects in the City Centre need to take up street front parking spaces adjacent to the subject site to act as a staging area for the construction. When this occurs,

the City charges the developer a “hooding fee” for use of the parking space. Based on the rate of \$35/day per stall for the first month and \$25/day per stall for each month thereafter (not including Sundays and statutory holidays), the cost per space on an annual basis is approximately \$7,800. Costs for using parking spaces on public rights-of-way only apply in the City Centre and areas where there is paid on-street parking.

Building/Development Permit Fee

Fees such as those charged for building/development permits apply universally within the city whether in suburban or City Centre locations. However, they could be waived, reduced or rebated within the City Centre as a means to incentivize development there.

Incentive options include:

Potential Incentive (full or partial)	Reimbursement	Fee Waiver
Offsite Servicing Charges	✓	✓
Parking Meter Hooding Fee	✓	✓
Building/Development Permit Fee	✓	✓

Building Code Upgrade Incentives

The City Centre contains a significant number of older and historic buildings that contribute to the overall character and unique environment offered in Saskatoon’s core. When renovating and upgrading these older buildings, it can be difficult and expensive to meet the current building code requirements. To preserve the historic value of the City Centre and support the re-use of existing buildings for office uses, targeted incentives that help to offset some of the additional costs associated with meeting current building codes could be considered.

Changes to the Application, Development Review and Permitting Process

The City can take measures to simplify the application process and remove impediments for major office development in the City Centre. Though not necessarily a monetary incentive (other than saving time), these changes can help ensure that City Centre office developments are treated as a priority. Possible process changes include:

- Establishing a priority building/development permitting process for new offices and potentially major office renovation projects; and
- Creating a one-stop application process for major office proposals in the City Centre to help simplify and streamline the process for developers.

Capital Improvement Projects as Indirect Incentives

Ongoing capital investment for projects in the City Centre will help ensure that the area continues to be an attractive location for major offices. Investments in projects such as streetscape improvements, active transportation infrastructure, transit system improvements, parking infrastructure, and the Civic Precinct project provide indirect incentives for major office development in the City Centre by improving the area’s attractiveness, accessibility and overall level of amenity. Continued investment in attracting residential growth to the City Centre will serve to increase the residential population in the area and further encourage office development.

Expanding City Centre Promotion Efforts

Promotion activities that communicate the merits of a City Centre office location and highlight development opportunities are important. Additional investment in promotion of the City Centre could help support the attraction of offices to the area. Promotions highlighting the benefits of working in the City Centre can be targeted at employees who may, in turn, signal their preferences to employers. Targeted communication with major employers (both potential and existing) can help attract and ensure retention of major office tenants in the City Centre.

7 Conclusion

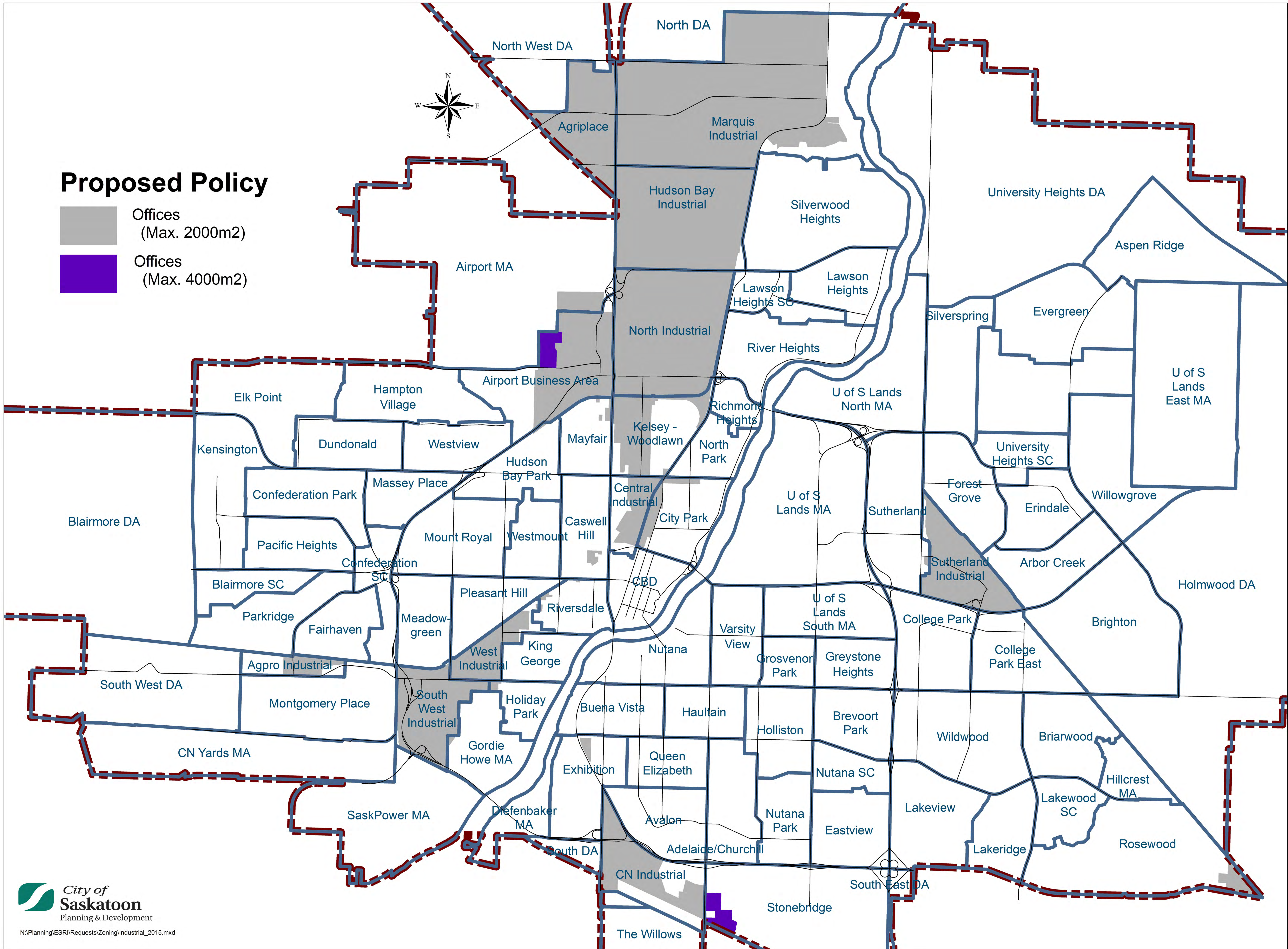
This report provides background information and analysis of office development in Saskatoon and a review of civic policies and practices that affect it. The options to encourage office development presented above are intended to be used as a “toolkit” to support the City’s overall strategy for the City Centre, Employment Areas and the Growth Plan to 500,000. Monitoring of trends in office development and vacancy should continue on an ongoing basis in order to evaluate the effectiveness of any measures put in place and to determine whether additional measures may need to be applied.

Appendix A: Municipal Comparison of Office Policies

Municipality	Office Hierarchy Based on Office Size	Office Hierarchy based on Office Type	Aggregate Office Floor Space limits outside of Downtown	Limit Offices in Industrial Areas	Prohibit large office construction outside of Downtown when Downtown office vacancy rates are high
Regina	<p><u>Yes</u></p> <ul style="list-style-type: none"> • Medium (1000m2 to 4000m2) • Large (4000m2+) • 80% of medium & large offices directed to Downtown 	<p><u>Yes</u></p> <ul style="list-style-type: none"> • Industry Office – office associated with industrial uses such as construction, warehousing, distribution, etc. • General Office – non-retail business affairs such as administration, professional services, real estate, insurance, etc 	<p><u>Yes</u></p> <ul style="list-style-type: none"> • Medium and large offices permitted in select locations outside of Downtown with aggregate floor space limits of 16,000m2 	<p><u>Yes</u></p> <ul style="list-style-type: none"> • Any office building prohibited in medium and heavy industrial zoning districts • Industry offices less than 1000m² permitted uses in light and business industrial districts 	<p><u>Yes</u></p> <ul style="list-style-type: none"> • When downtown office vacancy rates exceed 6.5% office construction and rezoning to accommodate offices are prohibited
London	<p><u>Yes</u></p> <ul style="list-style-type: none"> • Large (5000m2+) - downtown & transit stations • Medium (2000m2 to 5000m2) - major corridors • Small (<2000m2) – shopping areas, main streets 	<p><u>Yes</u></p> <ul style="list-style-type: none"> • Zoning bylaw describes 9 types of office uses, and specifies which zoning districts these uses may be permitted in 	<p><u>Yes</u></p> <ul style="list-style-type: none"> • Aggregate floor space limits in areas outside of the Downtown range from 2000m2 to 20,000m2 depending on the intensity of the area 	<p><u>Yes</u></p> <ul style="list-style-type: none"> • Service office no larger than 2000m2 may be permitted in light and heavy industrial districts • Medium offices (2000m2 to 5000m2) may be permitted in business parks provided they directly related to the R&D activity • General offices are prohibited in all industrial districts 	No
Edmonton	No	No	No	<p><u>Yes</u></p> <ul style="list-style-type: none"> • Offices prohibited in medium and heavy industrial districts 	No
Winnipeg	No	No	No	<p><u>Yes</u></p> <p>Offices prohibited in heavy industrial districts</p>	No
Calgary	No	No	No	<p><u>Yes</u></p> <ul style="list-style-type: none"> • Offices are discretionary in the general industrial district and must be accessory to the principal industrial use, not exceeding 50% of the buildings floor area • Offices are prohibited in heavy industrial districts 	No

Proposed Policy

- Offices (Max. 2000m²)
- Offices (Max. 4000m²)



City-Wide Office Development Policy Review

Proposed Solution	What does it address?	What can we do about it?	How will we address it?
<p>Analyze the costs and challenges associated with developing and operating office space in the City Centre versus those in suburban/industrial areas to identify meaningful incentives and programs</p>	<p>The cost of constructing and operating office space (including parking) is cited as a main consideration in determining office location.</p> <p>This solution aims to gain a clearer understanding of all costs and challenges associated with constructing and operating office space in City Centre compared to suburban/industrial locations.</p>	<p>This solution relates to the broader challenges faced with all types of development in infill areas compared to greenfield areas.</p> <p>A key direction of the Growth Plan is to shift the balance of new growth in Saskatoon to 50% greenfield and 50% infill as the population grows to 500,000.</p> <p>To better address the challenges of infill development, and provide a level playing field between infill and greenfield development, the Administration is undertaking a study to assess the costs and challenges related to infill development compared to greenfield development.</p> <p>The Long Range Planning Section will use the information from this study to produce a report that analyzes the specific costs and challenges associated with developing and operating office space in the City Centre versus those in suburban/industrial areas.</p>	<p>Separate report</p>
<p>Incentives are a preferred option to encourage office development in the City Centre</p>	<p>Targeted incentives for City Centre office development are intended to help offset the higher construction and operating costs in this area.</p>	<p>The aforementioned report on costs and challenges for City Centre development will also identify potential incentive options to encourage office development in the City Centre.</p>	<p>Separate report</p>

Proposed Solution	What does it address?	What can we do about it?	How will we address it?
		<p>Also, the City's Vacant Lot and Adaptive Reuse Incentive Program offers a five-year tax abatement of incremental taxes or a cash grant for the construction of a new office building or parking structure, or the conversion of vacant space within an existing building to an office use. There are no vacancy requirements for these types of developments/improvements within the City Centre. The maximum incentive value is \$200,000.</p>	
<p>Support residential growth in the City Centre</p>	<p>Efforts to increase the working age residential population in the City Centre will have a positive effect on attracting office development to this area.</p>	<p>The City Centre Plan identifies residential growth as a priority. Ongoing implementation of the City Centre Plan to facilitate pedestrian-oriented design, high quality open spaces and public infrastructure will contribute to making the City Centre a more attractive place for residential and commercial investment.</p> <p>The Vacant Lot and Adaptive Reuse Program contains incentives for residential uses in the Downtown, however, the incentives may not be appropriately targeted or sufficient to attract new residential development.</p>	<p>City Centre Plan Implementation</p>
<p>Improve safety of the City Centre</p>	<p>There are public perceptions of street safety in the City Centre. Addressing these perceptions will help to</p>	<p>The Community Support Program provides year-round foot patrols in the Downtown, Riversdale, and Broadway Business Improvement Districts. This program provides a highly visible presence in the City Centre</p>	<p>City Centre Plan Implementation</p>

Proposed Solution	What does it address?	What can we do about it?	How will we address it?
	make the City Centre a more attractive place for office development.	<p>and helps to address perceptions of street safety and to provide support.</p> <p>Ongoing capital investments for projects in the City Centre, such as the upcoming 21st Street enhancement project, will improve the area's attractiveness, accessibility, and level of amenity, which will stimulate activity in the area and have a positive effect on perceptions of public safety.</p>	
Land use regulation	Land use regulation may be appropriate to minimize the potential for land use conflicts to occur between large offices and adjacent uses, and to ensure that large offices are located in areas that are capable of being serviced with transit and active transportation infrastructure.	The City will enter into further discussion with stakeholders regarding the opportunities and implications of establishing additional land use regulation and/or standards to limit future office buildings from being built next to noxious uses or in areas that are difficult to service with transit and active transportation infrastructure.	Separate report
Long-term planning (Official Community Plan, Sector Plans, and Concept Plans)	Long-term planning will help to ensure that future locations for office development support opportunities for multiple transportation modes	A review of the City's Official Community Plan is currently underway to support implementation of the Growth Plan and other approved plans.	Official Community Plan update

Proposed Solution	What does it address?	What can we do about it?	How will we address it?
	(e.g. walk, bike, bus, and drive) and that the potential for land use conflicts is minimized.	<p>As part of this review, the Administration will evaluate opportunities to include policies that:</p> <ul style="list-style-type: none"> • clarify the importance of City Centre office development; • clarify the intent of industrial and business park land use designations; • establish principles for the size and amount of industrial business parks within future employment areas; and • encourage higher-density land uses, such as large offices, to locate along major corridors that can support frequent transit service and provide greater opportunities for active transportation. <p>Policies such as those described above would be implemented through the sector and concept planning process and Official Community Plan Bylaw No. 8769.</p>	
Transit frequency improvements	Improvements to the frequency of Saskatoon’s transit service will make transit a more attractive option to get to work and will support the clustering of higher-density employment uses, such	<p>The Growth Plan, now in implementation, includes recommendations for transit such as the way existing services are provided, increases to the amount and types of services available, and implementation of rapid transit as Saskatoon grows.</p> <p>Transit service hour and frequency improvements are ongoing and will continue</p>	Growth Plan Implementation

Proposed Solution	What does it address?	What can we do about it?	How will we address it?
	as large offices along major corridors.	to be addressed through the implementation of the Growth Plan.	
Process improvements for significant development applications in the City Centre	Improving the process for significant development applications in the City Centre can save time and signals that development in the City Centre is a priority.	<p>Currently, major development applications in the City Centre are assigned to a single staff member within the Development Review Section who serves as the main point of contact for the application and assists in guiding the application through the development approval process.</p> <p>This serves to simplify and streamline the application, development review, and permitting process for developers.</p>	Being addressed through ongoing process improvements

City of Saskatoon

Office Policy Review Project

Stakeholder Workshop Engagement Summary, December 2016

STAKEHOLDER WORKSHOP
SASKATOON OFFICE POLICY REVIEW



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1.0 Introduction

1.1 What is the Office Policy Review Project?

The Office Policy Review Project is a comprehensive look at the location patterns of large office development in Saskatoon with a focus on the policies that influence these patterns. This policy review is focused on large single-purpose office buildings that support high levels of employment density. Small offices or those offices that are associated with storage, warehousing and manufacturing, or distribution activities occurring on the site are not the focus of the Office Policy Review Project.

1.2 Goals of the Project

The overall goal of the Office Policy Review is to facilitate reasonable locational choice for large office developments to respond to current market conditions and support a growing and diversifying economy, while:

- Ensuring that the City Centre* remains an attractive choice for major corporate head offices.
- Ensuring policies affecting the location choice of large office developments in Saskatoon supports a range of transportation options by encouraging large offices to locate in areas with reasonable access to active transportation and transit networks to support key initiatives of the *Growth Plan*.
- Minimizing the potential for land use conflicts between large office developments and adjacent land uses.

* *The City Centre refers to the study area defined by the City Centre Plan which includes portions of land along Broadway Avenue, 20th Street, and College Drive.*

1.3 Stakeholder Workshop

On Tuesday November 29th 2016 the City of Saskatoon hosted a stakeholder workshop to share perspectives on the Saskatoon office market and collaboratively identify possible solutions to achieve city-wide office development objectives, while supporting a growing and diversifying economy. A total of 29 stakeholders attended the workshop representing 17 organizations.

This engagement summary is intended to summarize the key points of discussion from the stakeholder workshop.

Stakeholders included representatives from:

- Major land developers
- Commercial realtors

- City Centre Business Improvement Districts (BIDs) – Broadway, Downtown, Riversdale
- Chamber of Commerce
- Saskatoon Regional Economic Development Authority
- North Saskatoon Business Association
- Saskatoon & Region Home Builders Association
- First Nations with land holdings in Saskatoon

2.0 Engagement Summary

This engagement summary includes the feedback provided at the stakeholder workshop on November 29, 2016 and comments provided by stakeholders who were unable to attend the workshop. The stakeholder workshop included facilitated group discussions to gather perspectives on the Saskatoon office market and to collaboratively identify possible solutions to achieve the goals of the Office Policy Review while balancing stakeholder interests.

2.1 Saskatoon Office Market and Location Considerations

Participants were asked to share their perspectives on the aspirations and opportunities in Saskatoon's office market including any issues or challenges that may affect these outcomes. Those in attendance were also asked to identify some of the key considerations when determining office location and/or developing office space in the city. The following is a summary of what we heard.

Perspectives on Saskatoon's office market

Saskatoon is viewed as having a unique office market that is quite different than other cities. It was noted that we are not a head office town and that current market realities and the unique needs of businesses must be considered and respected. There are many more reasons to not invest in Saskatoon than to invest.

A weak global economy has diminished Saskatoon's position on the global stage making it difficult to attract investment in offices. Office development in the City Centre was cited as being particularly challenging due to high construction and operating costs and negative perceptions of public safety. Slow movement at city hall was also cited as a barrier to developing office space in Saskatoon.

Locational considerations when determining office location and/or developing office space

Costs (construction and operating) and parking (availability and cost) were cited as the most important considerations when determining office location. A changing workforce with increased expectations for amenities and live work opportunities is also an important

consideration. It was noted that some companies look for locations with a highly visible location and opportunities for synergies with similar businesses. Industrial areas were cited as more appealing due to lower overall costs, but it was noted that offices may not always be suited to an industrial location. It was suggested that the long-term implications and operating costs of providing civic services such as fire, policing and transit be considered when determining locations for large offices.

2.2 Identifying Possible Solutions

Participants were asked to identify some of the barriers and challenges in achieving each of the project goals and propose options and solutions to overcome these barriers and challenges. The following is a summary of what we heard.



- *Ensure that the City Centre remains an attractive choice for major corporate offices*

Summary: Many of the challenges associated with attracting office development to the City Centre can be generalized into higher construction/operating costs, parking supply/cost, and construction challenges associated with infill development compared to greenfield development. It was noted that not all offices are suited to a City Centre location and that other areas of the city compete for tenants. Negative perceptions of public safety, transit service challenges, and limited residential development were also identified as barriers.

An incentive based approach for attracting office development to the City Centre was a preferred option. It was suggested that a City Centre vs. suburban/industrial development and operating cost comparison be created in order to identify meaningful financial incentives. Stakeholders suggested that administrative and approval processes in the City Centre could be improved and that the City could provide construction and renovation support by exploring building equivalencies for renovating older buildings and providing staging areas for construction. It was noted that businesses should be monitored to understand why they have stayed/left the City Centre, and those who choose to stay should be celebrated.

Barrier/Challenge	Option/Solution
<ul style="list-style-type: none"> Higher construction, operating and parking costs 	<ul style="list-style-type: none"> City Centre vs suburban/industrial development/operating cost comparison 10-20 year tax abatements Parking incentives (P3's and tax abatements) Reduce redevelopment levies
<ul style="list-style-type: none"> Infill construction challenges 	<ul style="list-style-type: none"> Streamline administrative and approval processes City could provide construction/renovation support <ul style="list-style-type: none"> Provide staging areas for construction on vacant sites Waive costs for hooding parking metres and implementing road closures/detours Building code equivalencies for renovating older buildings
<ul style="list-style-type: none"> Transit service challenges 	<ul style="list-style-type: none"> Subsidized or free transit passes City Centre park and ride
<ul style="list-style-type: none"> Not all offices are suited to a City Centre location 	<ul style="list-style-type: none"> Monitor tenants for insights on why they stayed/left the City Centre Celebrate those businesses who choose to stay in the City Centre
<ul style="list-style-type: none"> Other areas of the city compete for tenants 	<ul style="list-style-type: none"> Innovation place should be encouraged to adhere to its research function
<ul style="list-style-type: none"> Lack of sufficient residential development and amenities in City Centre Negative perceptions of public safety 	<ul style="list-style-type: none"> Identify opportunities to encourage and stimulate residential growth and supportive amenities in the City Centre



Land Use Compatibility

- *Minimize the potential for land use conflicts to occur between large office developments and adjacent uses*

Summary: The most significant barriers to achieving this goal are lower construction and operating costs, cheap and easy parking, and ease of construction, particularly in industrial locations. Tenants are often willing to locate in less desirable areas due to these factors. A number of negative implications for locating large offices in industrial areas were identified, including: limited accessibility for transit and active transportation modes, increased traffic congestion at certain roadways and intersections, and a lack of amenities for offices workers.

Participants generally encouraged an incentive based approach over regulation to overcome the barriers, though it was recognized that some regulation may be appropriate to limit the potential for future office buildings to be located next to very noxious uses. It was noted that the implications of any proposed solutions must be carefully considered so that office development is encouraged to stay in the city. Educating landowners and tenants about possible future land uses in the area was another proposed solution to minimize potential land use compatibility issues. A suggestion was also made to encourage offices to locate nearer to transit routes, amenities and residences.

Barrier/Challenge	Option/Solution
<ul style="list-style-type: none"> • Easy and cheap to build/operate in suburban/industrial locations 	<ul style="list-style-type: none"> • Some land use regulation may be appropriate <ul style="list-style-type: none"> • Focused on new industrial areas only • Reduce the potential for large offices to be constructed next to very noxious uses • Zoning language that addresses off-site impacts (smell, noise, visual) • Require adequate off-street parking for employees and customers • Require conflict mitigation plans • Split IL1 into two districts (one general, and one that allows noxious uses) • Not all offices are appropriate in an industrial setting • Consider implications of any proposed solutions • Incentives over regulation – less policies
<ul style="list-style-type: none"> • Easy and cheap parking in suburban/industrial areas 	

	<ul style="list-style-type: none"> • At concept planning stage locate transit, zoning and amenities to limit the potential for land use conflicts to occur
<ul style="list-style-type: none"> • Lack of knowledge about land uses 	<ul style="list-style-type: none"> • Educate landowners/tenants about future developments that could occur on adjacent lands



• *Ensure that policies affecting the location choice of large office developments in Saskatoon encourage large offices to locate in areas with reasonable access to active transportation and frequent transit networks to support key initiatives in the Growth Plan*

Summary: Participants suggested that Saskatoon’s winter climate and car reliant culture are significant barriers to achieving this goal. Challenges with transit service were identified as a key factor as well as the ability to attract tenants and employees, which contribute to the challenges faced in realizing this goal.

Proposed solutions focused on collecting additional data on transportation mode shares, long term planning to ensure the location of higher density uses are focused along transit routes, and encouraging more mixed-use developments. Increasing the frequency of transit to higher density locations and reducing transit travel times would help to make transit a more attractive choice. Suggestions were also made to explore the possibility of ride sharing services, transit fee incentives, and a park and ride system with service to higher density locations.

Barrier/Challenge	Option/Solution
<ul style="list-style-type: none"> • Car reliant culture 	<ul style="list-style-type: none"> • Consider what other similar cities are doing with similar climate • Data collection <ul style="list-style-type: none"> • Mode of travel to/from/within the City Centre • How much of alternative mode statistic can be attributed to various demographics and age groups (i.e., university and high school students) • Support mixed-use developments • Long term planning
<ul style="list-style-type: none"> • Winter city 	

	<ul style="list-style-type: none"> • Create/support concentrated employment areas to make alternative modes more viable • Identify transit routes and focus higher density uses along them
<ul style="list-style-type: none"> • Transit service challenges 	<ul style="list-style-type: none"> • Reduce transit travel time to 20 minutes • More frequent transit service to City Centre • Locate large offices near transit routes • Employer based incentives to encourage transit use (i.e., eco pass) • Ride sharing services (i.e., Uber, bike share) • Park and ride system for City Centre and other high density locations
<ul style="list-style-type: none"> • Ability to attract tenants and employees 	

**PUBLIC RESOLUTION
STANDING POLICY COMMITTEE ON ENVIRONMENT,
UTILITIES AND CORPORATE SERVICES**

Main Category: 7. REPORTS FROM ADMINISTRATION
Sub-Category: 7.1. Delegated Authority Matters
Item: 7.1.1. Development of the Swale - Response to Northeast Swale Watchers' 12 Points [Files CK. 4131-5 and PL. 181-14]
Date: March 13, 2017

Any material considered at the meeting regarding this item is appended to this resolution package.

Mayor C. Clark entered the meeting at 9:54 a.m.

Growth Plan Manager Schulz provided a high-level overview of the Municipal Heritage Advisory Committee's request for Heritage Designation (Item 6.2.1), the response to the Northeast Swale Watchers' 12 points (Item 7.1.1), and the discussion around the Environmental Reserve dedication of this area (Item 7.2.1) with a PowerPoint.

The following requests to speak were provided: Louise Jones, Richard Huziak, and Janet McVittie.

Ms. Louise Jones addressed the Committee regarding the Northeast Swale's ecological significance along with proposed actions that City Council can adopt in dealing with the Swale. She displayed the logo used by the Northeast Swale Watchers.

Mr. Richard Huziak, Saskatchewan Light Pollution Abatement Committee addressed the Committee regarding expanding Dark-Sky Lighting policy to commercial and residential areas near the Swale.

Ms. Janet McVittie, Professor, University of Saskatchewan commented on protection of the Northeast Swale.

Moved By: Councillor Gersher

1. That the information be received;
2. That copies of the report of the General Manager, Corporate Performance, dated March 13, 2017 be forwarded to the Standing Policy Committee on Planning, Development and Community Services and the Saskatoon Environmental Advisory Committee for information;

3. That the Administration bring together stakeholders in regards to the Northeast Swale (Swale) to continue the discussion about protection of the Swale. Stakeholders should include, but are not limited to, the City of Saskatoon, University of Saskatchewan, Meewasin Valley Authority, Saskatoon Environmental Advisory Committee, Municipal Heritage Advisory Committee and the Swale Watchers. Stakeholders' composition does not need to come back to Committee, but suggested starting points for initial discussion include integrated project management, long-term planning, financial implications, community engagement and communications. This process should be underway by the fall of 2017 with a report coming back to the Standing Policy Committee on Environment, Utilities and Corporate Services before 2018 budget deliberations; and
4. Given the importance of Northeast Swale could the Administration provide a follow up report, which explores Dark Sky compliance in private development within a buffer zone surrounding the Swale.

In Favour: Councillor Loewen, Councillor Davies, Councillor Gersher and Mayor C. Clark

CARRIED UNANIMOUSLY

Development of the Swale – Response to Northeast Swale Watchers’ 12 Points

Recommendation

1. That the information be received; and
2. That copies of this report be forwarded to the Standing Policy Committee on Planning, Development and Community Services and the Saskatoon Environmental Advisory Committee for information.

Topic and Purpose

The purpose of this report is to provide information regarding the Northeast Swale Watchers’ “Twelve Main Points for City-Responsible Protection of the Swale,” identifying how the points are being addressed by the City of Saskatoon and other agencies.

Report Highlights

1. The City of Saskatoon’s (City) plans, policies, and practices currently address the majority of the “Twelve Main Points for City-Responsible Protection of the Swale” (Twelve Points).
2. A forthcoming report will address long-term protection of the Northeast Swale (Swale).
3. The points related to the regional planning process (Saskatoon North Partnership for Growth) and Dark Sky compliance are partially addressed through existing and/or forthcoming plans or practices.
4. Discussions and studies, led by the Provincial Ministry of Highways and Infrastructure, regarding the general location of the Saskatoon Freeway (formerly Perimeter Highway) have concluded with the current location crossing the Swale determined to be “valid.”

Strategic Goals

Existing and proposed measures to protect and enhance the Swale demonstrate the Strategic Goals of Environmental Leadership and Sustainable Growth.

Background

During its April 11, 2016 meeting, the Standing Policy Committee on Environment, Utilities and Corporate Services (Committee) received a submission from the Northeast Swale Watchers, entitled “Twelve Main Points for City-Responsible Protection of the Swale.” The Committee resolved:

- “1. That the information be received; and
2. That the Administration report back to the Standing Policy Committee on Environment, Utilities and Corporate Services in response to the 12 recommendations put forward by the Northeast Swale Watchers.”

Report

The Administration has reviewed the Twelve Points and has prepared a detailed response that describes if and how each point is being addressed and the agency or agencies responsible (see Attachment 1).

The majority of the Twelve Points are currently addressed through existing plans, policies, and/or practices. Those that are not fully addressed fall into three categories:

1. In-progress:
 - a) long-term legal protection for the Swale (point 9) – The Administration is preparing a follow-up report to its October 26, 2015 report to City Council for endorsement of the Northeast Swale Master Plan that will address long-term legal protection of the Swale. It is important to note that there are already a number of legal and practical “layers” of protection in place on the Swale.
2. Partially addressed:
 - a) impose Dark Sky lighting standards (point 3) - The lighting design for the North Commuter Parkway Project will ensure Dark Sky considerations are addressed appropriately. For residential neighbourhood street lighting, Saskatoon Light & Power used a standard fixture, which met Dark Sky requirements when adopted in 2014. However, Dark Sky requirements were updated in November 2015, and the City’s standard fixtures are no longer fully compliant. In addition, the Administration will be exploring the potential for Zoning Bylaw No. 8770 amendments that would provide incentives for environmentally sustainable development. The incentives to be investigated may include measures to encourage, though not require, the use of appropriate lighting on residential properties. Regulations mandating Dark Sky compliant lighting on private property are not being considered.
 - b) coordinate with the Saskatoon North Partnership for Growth (P4G) (point 12) – As a partner in the process, the City will continue to work towards a regional land use plan that supports the City’s Strategic Goals, including Sustainable Growth and Environmental Leadership. Ultimately, the P4G process will determine the extent to which environmental protection policies are adopted within the regional plan.
3. No action possible/recommended:
 - a) relocation of the Saskatoon Freeway (formerly Perimeter Highway) beyond the Swale (point 2) - Planning for the Saskatoon Freeway is a responsibility of the Provincial Ministry of Highways and Infrastructure. The City and the Meewasin Valley Authority participated in a 2014 study to validate the general location of the freeway, which determined that the current location through the Swale is “valid.” While minor adjustments in the alignment of the freeway may be necessary during the detailed design,

the Administration does not support re-opening discussions on its general location; nor has the Provincial Ministry of Highways and Infrastructure indicated that this is being considered.

Other Considerations/Implications

There are no policy, financial, environmental, privacy, or CPTED implications or considerations. No options to the recommendation were considered.

Due Date for Follow-up and/or Project Completion

No follow-up is required.

Public Notice

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

Attachment

1. Twelve Main Points for City-Responsible Protection of the Swale: Specific Responses

Report Approval

Written by: Chris Schulz, Senior Planner, Long Range Planning

Reviewed by: Lesley Anderson, Director of Planning and Development

Jeff Jorgenson, General Manager, Transportation and Utilities Department

Catherine Gryba, General Manager, Corporate Performance Department

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

S/Reports/2017/PD/EUCS – Development of the Swale – Response to Northeast Swale Watchers' 12 Points/ks

Twelve Main Points For
City-Responsible Protection of the Swale: Specific Responses

(NOTE: Original points are in bold text. Responses to each point are in italics.)

An integrated City-administered Swale Buffer Plan, parallel to the MVA NE Swale Master Plan, should be implemented since the surrounding City development creates disruptions and pollutants that will potentially affect and degrade the Swale. This Plan should include, as a minimum, all points below:

Response: The Northeast Swale Development Guidelines (2012) identify the boundary of the Swale and provide direction for how urban development should interface with, and provide a buffer for, the Swale. These Guidelines were adopted in conjunction with the University Heights Sector Plan Amendment (adopted 2013). The Guidelines prescribe a linear "Greenway" that is a minimum of 24 metres in width, beyond the Swale boundary, as a means to buffer the Swale from urban development. Where urban development already abuts the Swale (i.e. along Fedoruk Drive), the roadway corridor provides an acceptable buffer.

- 1. Include Petursson's Ravine and Central Avenue Crossing within the Swale as indicated in the MVA Northeast Swale Master Plan.**

Response: Petursson's Ravine is considered to be part of the Swale, according to the Northeast Swale Development Guidelines (2012) and the University Heights Sector Plan. The Guidelines provide guidance for the Central Avenue Crossing. This guidance has been built into the requirements for the North Commuter Parkway Project.

- 2. Insist that the Province relocate the Perimeter Highway to Clark's Crossing, to go around the Swale within the Greater Saskatoon area region.**

Response: Planning for the Saskatoon Freeway (formerly "Perimeter Highway") is a responsibility of the Provincial Ministry of Highways and Infrastructure. In 2014, the Ministry undertook a validation study to determine whether the general location of the proposed freeway was still valid. The City and the Meewasin Valley Authority (Meewasin) were involved in this process, which involved specific discussion of the crossing of the Northeast Swale. The Ministry's study determined, in part, that the general location of the Saskatoon Freeway in the northeast area of Saskatoon, including the area of the Swale, is "valid." While minor adjustments in the alignment of the freeway may be necessary during the detailed design, the Administration does not support re-opening discussions on its general location; nor has the Ministry provided indication that this is an option.

3. **Impose Dark Sky policy lighting standards in neighbourhoods adjacent to the Swale through zoning bylaw changes that include neighbourhood roadways, residential and commercial properties, lit signage, and minimally-lit roadways through the Swale.**

Response: Saskatoon Light & Power is working with Graham Commuter Partners, in consultation with Meewasin, on the lighting design for the North Commuter Parkway Project to ensure Dark Sky considerations are addressed appropriately.

Within residential neighbourhoods, Saskatoon Light & Power's standard fixture meets all Dark Sky-compliance requirements except the colour temperature requirement, which was updated in November 2015. The standard fixture used by Saskatoon Light & Power met the colour temperature requirement at the time it was selected in 2014.

Planning and Development will be exploring the potential for Zoning Bylaw No. 8770 (Zoning Bylaw) amendments that would provide incentives for environmentally-sustainable development. The incentives to be investigated may include measures to encourage, though not require, the use of appropriate lighting on residential properties. Zoning Bylaw amendments mandating Dark Sky-compliant lighting are not being considered at this time.

4. **Eliminate bottlenecks for safe wildlife passage, modelling from Edmonton's Wildlife Passage Guidelines, and ensure that there is an ecological network in place to enable the wildlife to move unimpeded from the river through the Swale and back.**

Response: The Northeast Swale Development Guidelines (2012) provide guidelines for design of neighbourhood interface and for roadway and infrastructure crossings to minimize the impacts to the Swale, while ensuring a connected urban environment. Meewasin's Northeast Swale Resource Management Plan 2013 is meant to guide ongoing management practices in the Swale to "ensure connectivity between the South Saskatchewan River, the existing natural areas, and the greater swale."

5. **Ensure that wildlife crossings over roads and small animal crossings under roads are designed and installed for all roadways. The success of these crossings should be monitored.**

Response: The Northeast Swale Development Guidelines (2012) provide guidance for the design of roadways that cross the Swale. Design and management requirements include:

- a) maximum 50 kph speed limit;
- b) wildlife crossing and no stopping signs;

- c) *undivided roadway (McOrmond Drive and Lowe Road collector) to calm traffic, to reduce the crossing distance for animals, and to eliminate the potential for animals to be “stranded” in the roadway median;*
- d) *level crossings, where possible (roadway should be elevated as little as possible from surrounding terrain to improve sightlines for animals);*
- e) *culverts designed to permit small wildlife crossings, while minimizing roadway elevation; and*
- f) *special road design mitigation to ensure adequate amphibian and reptile crossings, where warranted.*

6. Ensure that traffic-calming measures, including an enforced 50 kph speed limit, are implemented on all roads through the Swale.

Response: See response to point 5.

7. Ensure that there is minimum damage to the Northeast Swale and Small Swale during road and neighbourhood construction. Follow the City’s Predevelopment Protocol and the MVA’s Construction Protocols (articulated under the revised Development Review process) in a proactive way that includes environmental monitors with stop work authority.

Response: The City’s Predevelopment Protocol will be followed for all neighbourhood development. Similarly, the North Commuter Parkway included all of the same activities identified under the protocol, and environmental management plans are being observed, with ongoing monitoring and auditing, for all construction activities.

8. Ensure that the MVA has sufficient funding to finance the MVA Northeast Swale Master Plan and expand the Master Plan to include the Small Swale.

Response: Along with its endorsement of the Meewasin Northeast Swale Master Plan, City Council directed the Administration to “work with the Meewasin Valley Authority to develop a funding strategy and communication plan, consider potential regulations, and assist with additional implementation planning, reporting back at the appropriate time.” A November 30, 2016 report to City Council for the 2017 Corporate Business Plan and Budget Review addressed a capital and operating funding strategy for the implementation of Phases 1 and 2 of the Meewasin Northeast Swale Master Plan.

The Small Swale is not part of the above master plan, which is led by Meewasin. The Small Swale is currently outside of Meewasin’s Conservation Zone, though Meewasin has identified an interest in including it in its jurisdiction in the future. At an appropriate time during the development of the University Heights Sector Plan, an applicable plan and funding strategy for the Small Swale will likely be necessary. However, it is not necessary to include this level of detailed planning for the Small Swale at the same time as the Northeast Swale.

9. Enact long-term legal protection of the Northeast Swale and the Small Swale through a change to Zoning Bylaw No. 8770 through a special designation mandated by City Council.

Response: The Swale is currently under a number of “layers” of protection (all apply only within City limits):

- a) *with the exception of Petursson’s Ravine, the Swale is entirely under public ownership, meaning community interests govern decisions;*
- b) *the majority of the Swale is within Meewasin’s Conservation Zone and is under Meewasin’s Northeast Swale Resource Management Plan and Northeast Swale Master Plan. Additionally, both the City and Meewasin have endorsed Meewasin’s Northeast Policy, which includes a proposed extension of its jurisdiction to include the entire Swale;*
- c) *the University Heights Sector Plan identifies the Swale as an area to be preserved from urban development. As Sector Plans are considered “Concept Plans” under The Planning and Development Act, 2007, this designation is statutory; and*
- d) *City Council adopted the Northeast Swale Development Guidelines (2012), along with the adoption of the University Heights Sector Plan. All development within, and adjacent to, the Swale should be in conformance with these guidelines.*

Along with its endorsement of the Meewasin Northeast Swale Master Plan, City Council directed the Administration to report on the “process and implications for designating the Northeast Swale as a special conservation area.” The Administration prepared a response to this request that recommends the dedication of Swale lands as Environmental Reserve through the subdivision process. This will add another “layer” of protection to the Swale.

The Small Swale is earlier in the planning stages, but similarly has a number of layers of protection. All but a small portion of the Small Swale within the City limits is in public ownership. The University Heights Sector Plan and a subsequent natural area screening have identified the Small Swale as an area to be protected from development. While Meewasin does not have jurisdiction over most of the Small Swale, both the City and Meewasin have supported potentially adding it to the Conservation Zone in the future.

The Administration is also exploring the potential of pursuing some type of heritage designation for the Swale. This is addressed in another report.

10. Ensure that the University Heights Neighbourhood 3 (UH3) area is either not developed, or that the current design is scrapped and redeveloped as a model-sustainable community as suggested in Moriyama’s 100-Year Plan. The current plan does not support designated environmental reserve lands that should be in excess of the minimal 10% for parks, playing fields, etc., and does not allow for an efficient public transportation plan.

Response: University Heights Neighbourhood 3 (UH3) is an integral part of the University Heights Sector Plan and the City's plans for growth. Foregoing development of this neighbourhood would mean that urban growth would need to be accommodated further out from the current extents of urban development; in effect: imposed urban sprawl. The City's Official Community Plan Bylaw No. 8769 explicitly prohibits such "leapfrog" development as it is not a sustainable practice.

UH3 has not yet been designed, so comments addressing how its design is not a "model-sustainable community" are premature. The City will work to ensure that when the design and development of UH3 occurs, it will reflect the City's Strategic Goals of Sustainable Growth and Environmental Leadership.

The Swale is excluded from Municipal Reserve calculations, meaning that each neighbourhood must contribute 10% of its own net developable area (in land or money in lieu) for Municipal Reserve. The requirement to preserve the 290-hectare (718-acre) Swale lands from development is in addition to the Municipal Reserve requirements from the development of urban neighbourhoods within the Sector. The University Heights Sector Plan open space (environmental) and Municipal Reserve dedication requirements far exceeds 10% of the total area of the Sector Plan.

11. **Ensure that the stormwater handling systems do not allow contaminants to enter the adjacent wetlands. They are experimental, so careful monitoring will be needed, especially since regulations for the Pesticide Use policy and the Wetlands policy are not in place.**

Response: The Aspen Ridge constructed forebay has been designed to remove more than 80% of suspended sediments. This level of removal is within the enhanced protection category as per the Stormwater Management Planning and Design Manual, MOE, Ontario, 2003 (and City of Saskatoon wetland design guidelines), and is consistent with best practice in the industry.

Water quality and quantity within the Northeast Swale has been monitored since the fall of 2013. Certain water quality parameters were selected for analysis based on potential impacts of urban development. These parameters fall under the following categories: Metals, Major Ions, Nutrients, Microbiological Substances, and Petroleum Hydrocarbons. Additionally, a permanent monitor was installed to measure basic field parameters, such as Temperature, pH, Turbidity, Conductivity, and Dissolved Oxygen, at a 10-minute sampling interval from April to October each year.

Any additional stormwater forebays/outfalls into the Swale that may be required as a result of urban development (e.g. UH3) will include similar measures and standards.

12. **Ensure that environmental protection policies are coordinated and adopted with the P4G group through the Saskatoon North Regional Study for the entire Swale region.**

Response: In February and March of 2016, the Saskatoon North Partnership for Growth (P4G) held an open house and online engagement for the P4G Regional Plan. A draft land use plan and draft land use categories were introduced, which included a Conservation and Drainage category (now called the Green Network Study Area). This category includes wetlands, natural areas, and other vital ecological infrastructure, and provides direction for their protection. The P4G considered the comments received through the engagement and refined the draft land use map and draft land use categories. A subsequent round of public consultation for P4G began on January 24, 2017, and continued for a month.

4131-5



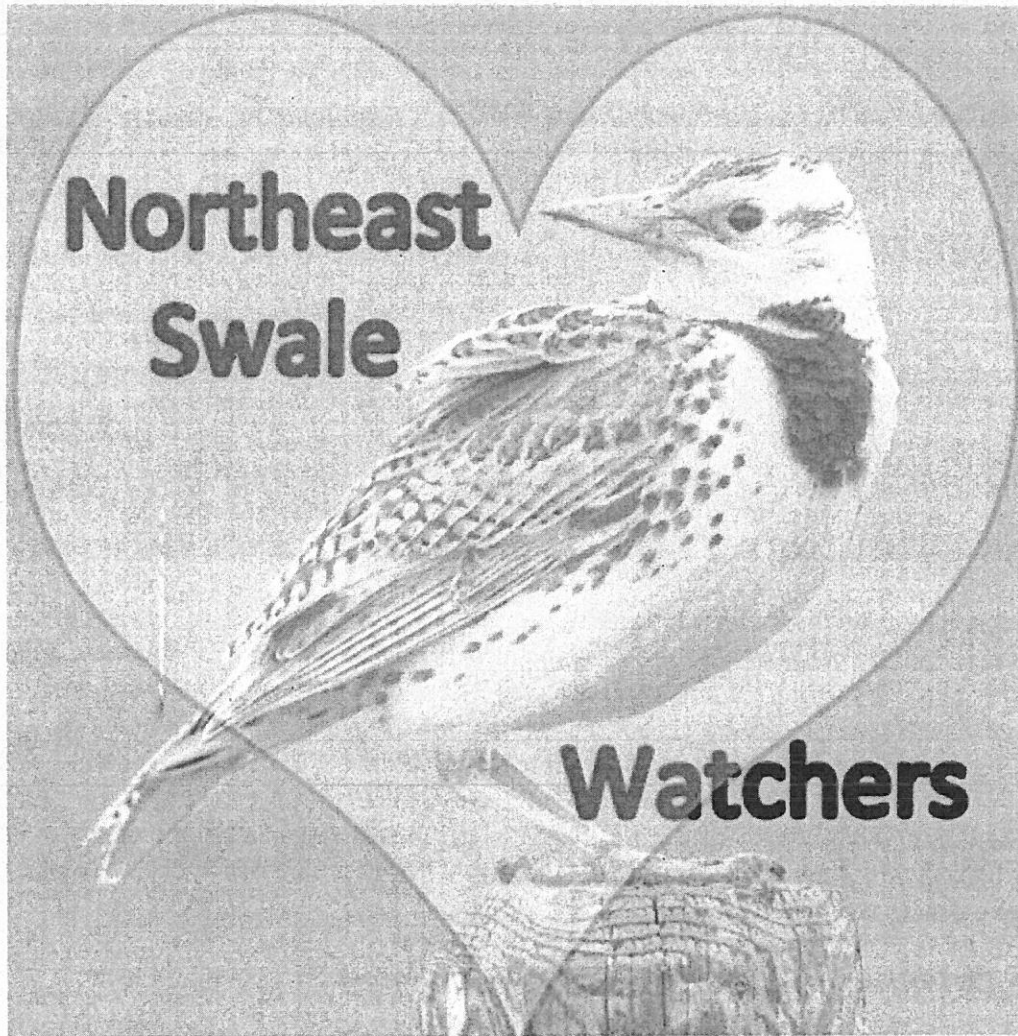
From: City Council
Sent: March 07, 2017 10:46 AM
To: City Council
Subject: Form submission from: Write a Letter to Council

Submitted on Tuesday, March 7, 2017 - 10:45
Submitted by anonymous user: 204.83.109.202
Submitted values are:

Date: Tuesday, March 07, 2017
To: His Worship the Mayor and Members of City Council
First Name: Louise
Last Name: Jones
Address: 206 111th Street
City: Saskatoon
Province: Saskatchewan
Postal Code: S7N 1T2
Email: swalewatchers@gmail.com

Comments:
As Chair of the Northeast Swale Watchers, I am requesting to speak to the Standing Committee on Environment, Utilities, and Corporate Performance at their meeting on Monday, March 13th regarding development of the Swale, the response to the Twelve Points presented by the Swale Watchers, and would like to project a visual image at that time.

The results of this submission may be viewed at:
<https://www.saskatoon.ca/node/398/submission/154435>



**Protecting the City of Saskatoon's
Northeast Swale:
An ACTION UPDATE for City Council**

Protecting the City of Saskatoon's Northeast Swale: An ACTION UPDATE for City Council

Preamble: The Northeast Swale is one of the last significant expanses of natural prairie in central Saskatchewan.

An ancient river channel, the Swale follows a twenty-six-kilometer arc that swings away from the South Saskatchewan River valley at Saskatoon before looping back and connecting with the river again near Clark's Crossing.

The ecological significance of the Swale is based on its continuity and its connection with the river valley.

The Swale provides habitat for at least 100 species of birds and 200 species of plants, including several (for example, the Northern Leopard Frog, Short-eared Owl and Crowfoot Violet) that are provincially and nationally at risk of extinction.

A stretch of the Swale lies within the boundaries of the City of Saskatoon, in a sector that is rapidly being urbanized. Serious efforts to protect the City's Swale began only *after* plans for urban expansion were well advanced, and – despite much effort and the best of intentions -- development continues to be given precedence over conservation of this unique and irreplaceable habitat.

The City's Swale has the potential to establish Saskatoon as a global leader in urban conservation. This goal will not be achieved without a number of critical shifts in civic practice and policy.

FOUR Decisions City Council Can Take Right Away

1. Protect the Core Area of the City's Swale by closing Lowe Road

At present, the City is planning to "upgrade" Lowe Road from gravel to pavement, so that it can carry thousands of cars a day through the heart of the MVA Conservation Zone. With two new thoroughfares across the Swale currently under construction, Lowe Road will no longer be needed for efficient traffic flow. Although a restricted-access roadway could be maintained for emergency use only, Lowe Road must be closed to regular traffic to protect the ecological functioning of the City's Swale.

2. Manage Storm Water from Surrounding Neighbourhoods Outside the Swale.

At present, the City has expressed an intention to create stormwater treatment ponds (forebays) and other infrastructure within the MVA Conservation Zone, to collect run-off from new neighbourhoods, as has already happened in Aspen Ridge. This is completely unacceptable. Valuable land should not be taken from the conservation zone to handle storm water.

3. Expand Dark-Sky Lighting to Commercial and Residential Areas Near the Swale.

The City has put considerable time, effort and expense into meeting international standards for dark-sky lighting along the roadways within the Swale. But this gesture will be meaningless if the Swale is lit up by the *commercial* and residential development that surrounds it. The urban zones around the Swale must be governed by bylaws that require dark-sky compliance. The City's proposed incentives would only apply to residential properties. What is required is a Zoning Bylaw Special Designation that identifies the neighbourhoods around the Swale (in both Aspen Ridge and the proposed subdivisions of University Heights 3) as a dark sky buffer zone with regulations that apply to both commercial and residential development.

4. Provide for Safe Animal Crossing of the New Freeways at Central Avenue, Fedoruk Drive, and McOrmond Drive.

The City must monitor the plans for safe wildlife crossings of the new freeways and open the P3 agreement as needed to ensure that adequate provisions are made.

There is a difference between good intentions (cf. the Northeast Swale Development Guidelines and the MVA Northeast Swale Management Plan) and effective action. The stated goals are currently not being met.

Amphibians and small mammals: At present, the MVA and Graham Commuter Partners are consulting about the provision of under-the road animal crossings (appropriately designed culverts) along the McOrmond Drive freeway. We will monitor their conclusions with interest. Meanwhile, however, we are very concerned about the inadequate crossings that are planned for Central Avenue and Fedoruk Drive. Currently, one small culvert is planned for reptiles and amphibians.

In addition, Graham Commuter Partners has stated that an under-the-road crossing for small-to-medium sized mammals will NOT be provided for Central Avenue unless the City opens the P3 agreement and agrees to cover the cost - surely a miniscule percent of the project.

Deer and other large mammals: At present, the City's Swale is home to two herds of deer. Collisions, with loss of life to animals and humans, are inevitable unless the City acts decisively to reduce the speed of traffic in and around the Swale. Signage will be needed to announce speed limits and to identify the Swale as a special, wild place. In addition, traffic-calming measures and rigorous enforcement will likely be necessary. Again, these are concerns require immediate attention by the City.

TWO Actions City Council Needs to Take in the Next Year

1. Ensure Long-Term Protection of the City's Swale

The Northeast Swale is such an important natural area that the City must find the right legal mechanism to ensure the permanent protection of the area currently designated as the Meewasin Conservation Zone.

2. Enlarge the Area Defined as the City's Swale to include adjoining extensions of quality habitat that are outside the current MVA Conservation Zone, together with a generous buffer and with a connection to the Small Swale. Imagine linking the City's Swale to the Green Network identified by the P4G, with a pedestrian crossing to the proposed UNESCO World Heritage Site at Wanuskewin. We have an opportunity to create a magnificent amenity for the City, the province and the world.



Northeast Swale Watchers. March, 2017

ONE Action City Council Must Take During This Mandate

1. Establish Conservation of Biodiversity as a Priority for the City of Saskatoon.

Conservation of the City Swale has been undertaken as an after thought, with all the frustration and half-measures that entails. The City of Saskatoon must now join other major cities in Canada and around the world in making conservation of biodiversity a priority. To meet this goal, the City will need a suite of frameworks (eg. Natural Areas Network), effective policies (eg. a Wetland Policy with effective regulations attached) and a revamped organizational structure (possibly an Office of Biodiversity that is engaged at the highest level in all planning and development decisions.) The City needs to establish long-term protection of key natural areas as a top level priority. Fortunately, many other cities around the world have taken the lead in these areas, allowing the City of Saskatoon to avoid their mistakes and benefit from their success. (See for example: "Cities and Biodiversity: Exploring how Edmonton and Montréal are Mainstreaming the Urban Biodiversity Movement."¹) Canada will soon have its first national urban park – Rouge National Urban Park in Ontario.² The time is right to ACT.

Selected Resources

¹"Cities and Biodiversity," <http://www.biopolis.ca/wp-content/uploads/2013/01/Cities-and-Biodiversity-Exploring-how-Edmonton-and-Montreal-are-Mainstreaming-the-Urban-Biodiversity-Movement.pdf>

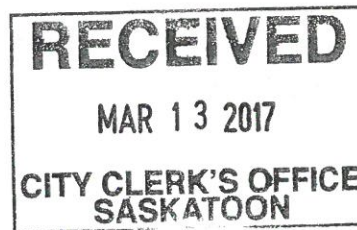
"Local Governments and Biodiversity Management," <http://www.icleicanada.org/programs/biodiversity>

"BiodiverCITIES: a handbook for municipal biodiversity planning and management," <http://www.icleicanada.org/resources/item/221-biodivercities-a-handbook-for-municipal-biodiversity-planning-and-management>

¹ "Rouge National Urban Park, Parks Canada," <http://www.pc.gc.ca/eng/pn-np/on/rouge/index.aspx>

¹ "Rouge National Urban Park, Parks Canada," <http://www.pc.gc.ca/eng/pn-np/on/rouge/index.aspx>

From: Richard Huziak <rickhuziak@shaw.ca>
Sent: March 12, 2017 10:27 PM
To: Web E-mail - City Clerks
Subject: Submission of the text of my presentation to EUCS Committee March 13
Attachments: eucs_sask_lpa_170313.pdf



Submitted on Sunday, March 12, 2017 - 22:26
Submitted by anonymous user: 174.2.4.141
Submitted values are:

First Name: Richard
Last Name: Huziak
Email: rickhuziak@shaw.ca
Confirm Email: rickhuziak@shaw.ca
Neighbourhood where you live: Exhibition
Phone Number: (306) 933-1676

==Your Message==

Service category: City Council, Boards & Committees
Subject: Submission of the text of my presentation to EUCS
Committee March 13

Message: I have already submitted by REQUEST TO SPEAK through Debby Sackmann on March 9 at the EUCS meeting regarding agenda item 7.1.1. Debby assures me she has forward my request to the appropriate City Clerk. I have attached my intended presentaton in case it is needed for meeting minutes.

Attachment:

eucs_sask_lpa_170313.pdf:

https://www.saskatoon.ca/sites/default/files/webform/contact/eucs_sask_lpa_170313.pdf

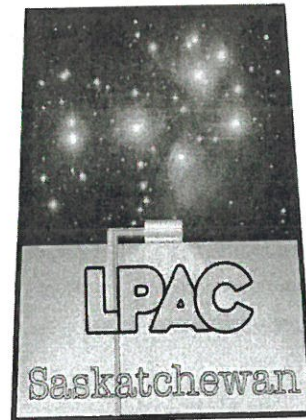
Would you like to receive a short survey to provide your feedback on our customer service? The information you share will be used to improve the service we provide to you and all of our customers.:
Yes

The results of this submission may be viewed at:
<https://www.saskatoon.ca/node/405/submission/156833>

March 13, 2017

Saskatchewan Light Pollution Abatement Committee
RASC Saskatoon Centre
PO Box 317, RPO University
Saskatoon, SK
S7N 4J8

Environment, Utilities & Corporate Service Committee
City of Saskatoon
222 – 3rd Avenue N.
Saskatoon SK.



RE: This is the text of my presentation to the Committee in chambers on March 13, 2017 regarding item 7.1.1 of the agenda. (Request to Speak has previously been submitted.)

Your Worship, Committee Members,

The opening paragraph of the Swale Watchers 12 Main Points clearly states *the need for a City-administered Swale Buffer Plan, parallel to the MVA NE Swale Master Plan that should be implemented since the surrounding City development creates disruptions and pollutants that will potentially affect and degrade the Swale.*

The response to this paragraph is a City Report consisting of three categories called: “*In-progress*”, “*Partially-addressed*”, and “*No action possible*”. Yet three of four roads crossing the Swale and two of three neighbourhoods abutting the Swale are built or in advanced construction stages. The MVA Swale Master Plan protects the important assets within the Swale, but the MVA is powerless to protect against contaminants that come into the Swale from beyond their jurisdiction.

My presentation solves only one of the problems – that of light entering the Swale. Maintaining the darkness of night within the Swale is critical in maintaining floral and faunal health from avoiding algae blooms, to preserving fireflies, bats and large mammals.

In 2008, City Council adopted the *Saskatoon Comprehensive and Integrated Dark-sky Policy* that now requires *all outdoor lighting from all sources* to follow the dark-sky rules for all civic works – street lightings, parks, sports fields, parking lots and buildings.

The 12-Point City Report states: “*Saskatoon Light & Power is working with Graham Commuter Partners, in consultation with Meewasin, on the lighting design for the North Commuter Parkway Project to ensure Dark Sky considerations are addressed appropriately.*”

I will point out that lights will also be installed on Central Avenue and Fedorak Drive and on Lowe Road. All lighting within the Swale must be 3000K colour temperature or preferentially redder, fully shielded and needs to be the lowest brightness possible. A good portion of the Swale will unfortunately be lit in some manner, including the critical pinch point nearest the river. But addressing this street lighting alone does not provide adequate environmental protection for the Swale, since all lighting issues are not just created by city streetlights.

Quoting again from the City Report: *“Planning and Development will be exploring the potential for Zoning Bylaw ... amendments that would provide incentives for environmentally-sustainable development. The incentives to be investigated **may include measures to encourage, though not require, the use of appropriate lighting on residential properties. Zoning Bylaw amendments mandating Dark Sky-compliant lighting are not being considered at this time.**”*

Although lighting from the large number of residences may have an effect on the Swale, the larger issue comes from industrial and commercial lighting, from parking lots and from up-lit billboards and LED billboards. The comment does not address this, and this lighting has the greatest potential to contaminate the Swale. I simply don't understand the reluctance to regulate and eliminate off-property lighting that does nothing but produce light pollution, light trespass and nuisance that degrades the environment.

The solution is to add a few simple sentences to Zoning Bylaw 8770 that states, *“All lighting from all sources (industrial, commercial and residential buildings, parking lots and signage) in Evergreen, Aspen Ridge and UH3 shall be adequately shielded and mounted in a manner that contains all light within the legal boundaries of the property from which it originates, and that no direct light shall enter the Swale. Lighting shall be of a brightness that does not create glare or nuisance for adjoining properties. Up-lit billboards shall be prohibited, and digital billboards shall be prohibited within 250 metres when pointing in the direction of the Swale.”*

That's it - problem solved. There is nothing anti-commercial nor controversial in these statements. No one is telling anyone that you can't have whatever lighting you desire **ON YOUR OWN property**. But it is incumbent on the City to assure that such lighting does not cause environmental destruction off property. The City has a Noise Bylaw that doesn't use *“measures that encourage, though not require, you to keep the city quiet after 11 p.m.* Light trespassing into the Swale deserves the same consideration *if the Swale is considered a Special Area*. We are asking for basic environmental protection. It is common practice for the City to adopt regulatory policy *for good reason*.

In recent history, non-action in zoning bylaws have resulted in the deaths of thousands of yellow warblers at the Painted Hand Casino in Yorkton by unregulated tepee-shaped spotlights because the Province failed to enforce the destructive nuisance the spotlights

created¹. Just two months ago a human safety issue was created where the glare from a greenhouse in Medicine Hat is now causing pilots to lose sight of the runway during the last 15-seconds of the landing because the County failed to place light pollution regulations on the greenhouse during permitting². And last month, a lawsuit was filed in Queen's Bench in Swift Current where an acreage owner is suing a farm dealership because the RM failed to regulate destructive lighting nuisance from off-property lighting. None of these issues would have been prevented with "*encouraged, but not required*" feel-good policies.

I therefore request that this Committee ask critical questions of the City Report conclusions and demand a counter-plan from the City as to HOW each problem WILL be solved, WHEN it will be solved, WHO will solve it, and HOW the timeline for resolution and implementation WILL protect the Swale before it is further degraded.

Sincerely,

Richard Huziak
Saskatchewan Light Pollution Abatement Committee

Tel: 306-933-1676

Tel: 306-665-3392

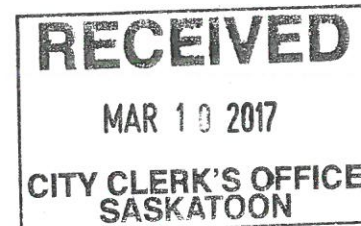
e-mail: rickhuziak@shaw.ca

¹ <http://www.cbc.ca/news/canada/saskatchewan/casino-spotlights-stack-odds-against-birds-yorkton-man-says-1.738544>

² <http://medicinehatnews.com/news/local-news/2017/01/14/greenhouses-causing-light-pollution-for-planes/>

4131-5

From: City Council
Sent: March 09, 2017 3:51 PM
To: City Council
Subject: Form submission from: Write a Letter to Council



Submitted on Thursday, March 9, 2017 - 15:51
Submitted by anonymous user: 128.233.6.49
Submitted values are:

Date: Thursday, March 09, 2017
To: His Worship the Mayor and Members of City Council
First Name: Janet
Last Name: McVittie
Address: 1006 Cavers Street
City: Saskatoon
Province: Saskatchewan
Postal Code: S7K 0Z4
Email: janet.mcvittie@usask.ca

Comments:
As a professor at the University of Saskatchewan, College of Education, I would like to speak to 7.1.1 Development of the Swale, for the meeting of Monday, March 13.
I do have a power point with some pictures.

The results of this submission may be viewed at:
<https://www.saskatoon.ca/node/398/submission/156026>

Hudson Bay Park/Mayfair/Kelsey-Woodlawn Community Association Request to Declare Upgrades to the Outdoor Rink in Henry Kelsey Park as a Municipal Project

Recommendation

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

1. That the upgrades to the outdoor rink in Henry Kelsey Park be approved as a municipal project; and
2. That the acceptance of donations and issuance of appropriate receipts to donors contributing to the project, be authorized.

Topic and Purpose

The Hudson Bay Park/Mayfair/Kelsey-Woodlawn Community Association is planning to upgrade the existing outdoor rink in Henry Kelsey Park. This project is in response to the increasing cost of repair and maintenance of the outdoor rink, which is over 40 years old.

Report Highlights

1. To help fund upgrades to the outdoor rink in Henry Kelsey Park, the Hudson Bay Park/Mayfair/Kelsey-Woodlawn (HBPMKW) Community Association will be fundraising, seeking private sponsorship, and applying for various community grants, including the City of Saskatoon's (City) Community Association Rink Improvement Grant. The rink location within the park can be found in Attachment 1.
2. The HBPMKW Community Association is requesting to have the upgrades to the outdoor rink in Henry Kelsey Park approved as a municipal project.

Strategic Goal

Under the City's Strategic Goal of Quality of Life, the recommendations in this report support the long-term strategy of supporting community building through direct investment, community development expertise, and support of community associations.

Background

Similar projects approved as municipal projects by City Council over the past several years include the lighting project in Dundonald Park, the installation of a play structure in Glacier Park, the installation of a play structure in Parc Canada, the lighting project in Sidney L. Buckwold Park, the approval of the Lakeview playground equipment, and the approval of the Albert Recreation Unit playground.

Report

Financial Support

A letter from the President of the HBPMKW Community Association indicates its support and agreement to contribute financially to the upgrades to the outdoor rink in Henry Kelsey Park (see Attachment 2). In addition to a request for a grant from the Community Association Rink Improvement Grant, fundraising efforts through private donations and/or sponsorships will be undertaken. The Administration recommends that the Corporate Revenue Division be authorized and requested to accept donations and issue receipts to donors who contribute funds to this project.

The Administration supports the HBPMKW Community Association in its efforts to raise the required funds. The HBPMKW Community Association will also make a financial contribution and look for corporate sponsorship and individual donations to raise \$20,000 for completion of the approximate \$20,000 project. To date, no funds have been raised as this project is in early stages and fundraising efforts have just begun. The HBPMKW Community Association is planning for fundraising and construction to be completed by the fall of 2018 in order for the new rink to be ready for the 2018/2019 winter season.

Approval as a Municipal Project

Sections 110 and 118 of the *Income Tax Act* (Act) provide for the same tax receipts to be issued for gifts to a municipality as for gifts to registered charities. In accepting donations where a receipt is to be issued for tax purposes, it is most important to keep in mind the following Revenue Canada definition:

“A gift for which an official donation receipt may be issued can be defined as a voluntary transfer of property without consideration. There must be a donor who freely disposes of the property and there must be a donee who receives the property given. In other words, the transfer must be freely made and no right, privilege, material benefit, or advantage may be conferred on the donor or on the person designated as the donee as a consequence of the gift.”

In order that donors may claim their contribution under the Act, the HBPMKW Community Association is requesting that City Council declare this project a municipal project and authorize the acceptance of donations and issuance of appropriate receipts to donors contributing to the project.

Options to the Recommendation

City Council could choose to deny the request to have this project declared a municipal project. This might impact the ability of the HBPMKW Community Association to raise the required funds to purchase needed supplies to rebuild the outdoor rink.

Public and/or Stakeholder Involvement

The outdoor rink in Henry Kelsey Park is well used and community members would benefit from this improved amenity.

Hudson Bay Park/Mayfair/Kelsey-Woodlawn Community Association Request to Declare Upgrades to the Outdoor Rink in Henry Kelsey Park as a Municipal Project

Civic staff will provide advice and support during the planning and rebuilding of the new structure. The rebuild work will be done by community association and community volunteers.

Communication Plan

Information updates on the outdoor rink fundraising progress and upgrades will be provided to residents in the neighbourhood through the HBPMKW Community Association's newsletter and website.

Financial Implications

To assist with this project, the HBPMKW Community Association is eligible to apply for the Community Association Rink Improvement Grant.

Ongoing maintenance of the rink is funded by the HBPMKW Community Association with a contribution from the Community Association Rink Operating Grant. This grant covers 50% of yearly expenses up to a maximum of \$1,400.

Other Considerations/Implications

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

Due Date for Follow-up and/or Project Completion

The project is expected to be completed by fall of 2018, and the newly renovated rink should be ready for the 2018/2019 winter season.

Public Notice

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

Attachments

1. Aerial View of Outdoor Rink Location
2. Letter from HBPMKW Community Association President to His Worship the Mayor and Members of City Council

Report Approval

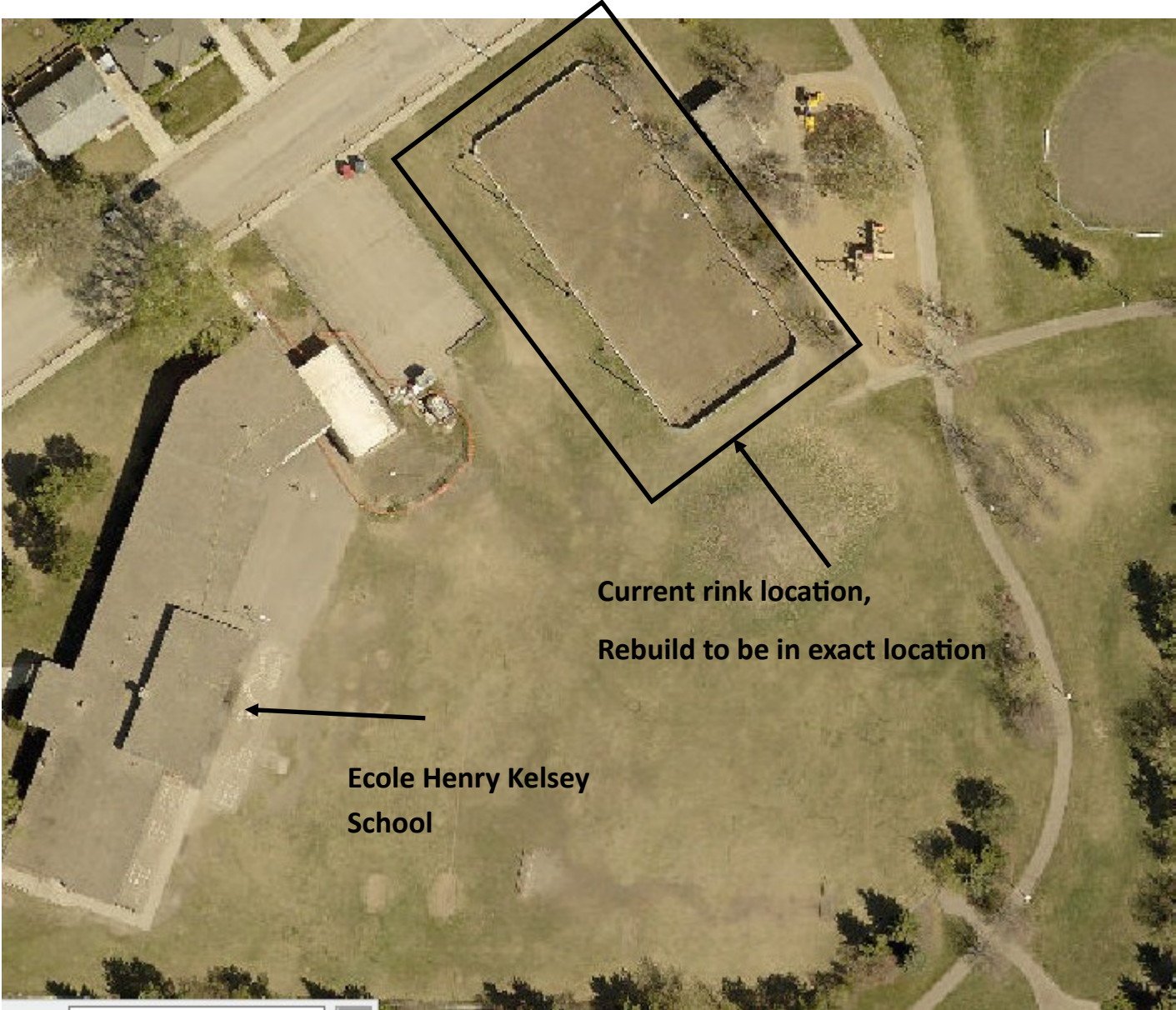
Written by: Heidi Estrada, Community Consultant, Recreation and Community Development
Lisa Thibodeau, Neighbourhood Services Section Manager, Recreation and Community Development

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

Approved by: Kara Fagnou, Acting General Manager, Community Services Department

S/Reports/2017/RCD/PDCS – HBPMKW Community Association Request to Declare Upgrades to the Outdoor Rink in Henry Kelsey Park as a Municipal Project/lc

Aerial View of Outdoor Rink Location



**Letter from Hudson Bay Park/Mayfair/Kelsey Woodlawn Community Association President
to His Worship the Mayor and Members of City Council**

Hudson Bay Park/Mayfair/Kelsey Woodlawn Community Association
Box 30020 RPO 32
Saskatoon, Saskatchewan S7L 7M6
February 15, 2017

Saskatoon City Council
City Hall
222 Third Avenue North
Saskatoon, Sask. S7K 0J5

His Worship the Mayor and the Members of City Council,
RE: Declaration Request for a Municipal Project

The HBPMKW Community Association serves the residents within the boundaries of our Association, strive to encourage a sense of community by improving the quality of life for people within the neighbourhood as well as promoting, developing and organizing recreational, educational and social programs for our residents.

The 'Rink Project' is in response to the increasing costs of repair and maintenance of our community skating rink. This skating rink is over 40 years old. Annual costs to maintain and provide lighting exceed \$1,800.00 annually, which is more than the operating grant provided by the City of Saskatoon. The cost of utilities are over \$800.00 annually. Replacing existing lighting with efficient LED would reduce this cost.

The volunteers who comprise our Rink Committee are enthusiastic and dedicated. Our Community Association sees the value of this project to bring our collective community spirit together. This skating rink is well used by everyone, young and old. It provides an opportunity for outdoor winter recreation for the 5,968 people who live in our neighborhoods (Neighbourhood Profiles 2015).

Our Association is inspired to complete this project in the fall of 2018. We plan to fundraise twenty thousand dollars (\$20,000.00) to complete this project. We have several fundraising events planned to contribute to the total cost.

The HBPMKW Community Association is requesting for the Rink Project to be considered a Municipal Project. In addition to private fundraising and sponsorship and Corporate Donations, we will be applying for the following grants: Environmental Grant, City of Saskatoon Rink Improvement Grant and others to be determined at a later date.

Thank you for your consideration of this request. If you have any questions regarding this project please do not hesitate to contact me at (306) 652-9241 or by email at: cavedwellers@saskatel.net

Regards,

Diane Bentley
President
HBPMKW Community Association

cc: Rink Committee: Janet Jackson, Matt Gibson, Tyler Holowaty, Brad Ziprick, and Dave Newton
Heidi Estrada, City of Saskatoon Community Consultant

4205-1

Letter from Hudson Bay Park/Mayfair/Kelsey Woodlawn Community Association President
To His Worship the Mayor and Members of City Council

Hudson Bay Park/Mayfair/Kelsey Woodlawn Community Association
Box 30020 RPO 32
Saskatoon, Saskatchewan S7L 7M6
February 15, 2017



Saskatoon City Council
City Hall
222 Third Avenue North
Saskatoon, Sask. S7K 0J5

His Worship the Mayor and the Members of City Council,
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The volunteers who comprise our Rink Committee are enthusiastic and dedicated. Our Community Association sees the value of this project to bring our collective community spirit together. This skating rink is well used by everyone, young and old. It provides an opportunity for outdoor winter recreation for the 5,968 people who live in our neighborhoods (Neighbourhood Profiles 2015).

Our Association is inspired to complete this project in the fall of 2018. We plan to fundraise twenty thousand dollars (\$20,000.00) to complete this project. We have several fundraising events planned to contribute to the total cost.

The HBPMKW Community Association is requesting for the Rink Project to be considered a Municipal Project. In addition to private fundraising and sponsorship and Corporate Donations, we will be applying for the following grants Environmental Grant, Winter City YXE and grants available through the Affinity Credit Union.

Thank you for your consideration of this request. If you have any questions regarding this project please do not hesitate to contact me at (306) 652-9241 or by email at: cavedwellers@sasktel.net

Regards,

Diane Bentley
President
HBPMKW Community Association

cc: Rink Committee: Janet Jackson, Matt Gibson, Tyler Holowaty, Brad Ziprick, and Dave Newton
Heidi Estrada, City of Saskatoon Community Consultant

2015 to 2016 Youth Sport Subsidy Program Overexpenditure

Recommendation

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

1. That approval be provided to fund the overexpenditure in the Youth Sport Subsidy Program, 2015 to 2016 subsidy year, in the amount of \$37,969.36 from the Reserve for Unexpended Youth Sport Subsidy Funds; and
2. That the recommended revision to the City of Saskatoon Reserves for Future Expenditures Policy No. C03-003, as detailed in this report, be approved.

Topic and Purpose

This report summarizes the expenditures for the 2015 to 2016 Youth Sport Subsidy Program year and the request for approval to fund the overexpenditure from the Reserve for Unexpended Youth Sport Subsidy Funds. As well, this report recommends a revision to Reserves for Future Expenditures Policy No. C03-003 to allow for overexpenditures to be funded from the Reserve for Unexpended Youth Sport Subsidy Funds, should the need arise in the future.

Report Highlights

1. Final subsidy payments have been processed for 31 eligible youth sport organizations for the 2015 to 2016 program year, which resulted in an overexpenditure of \$37,969.36. It is recommended that this overexpenditure be funded from the Reserve for Unexpended Youth Sport Subsidy Funds (Reserve).
2. A revision to Reserves for Future Expenditures Policy No. C03-003 (Policy) is being recommended to allow for overexpenditures to be funded from this Reserve, should the need arise.

Strategic Goal

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

Background

The purpose of the Youth Sport Subsidy Program (YSSP) is to ensure equitable and fair allocation of rental subsidies to all eligible sport organizations providing programming to youth living in Saskatoon. There are 31 youth sport organizations which are eligible to receive this subsidy.

The purpose of the Reserve is to provide a source of funds for encouraging youth sport organizations receiving the Youth Sport Subsidy to pursue and host major provincial, national, and international events.

The 2015 to 2016 YSSP year came to an end on June 30, 2016. Youth sport organizations were requested to submit all final rental invoices to the Administration prior to July 21, 2016. The Administration processed the remaining subsidy payments and completed follow-up with various organizations in relation to their submission.

Report

YSSP Overexpenditure

The 2015 to 2016 YSSP has experienced an overexpenditure of \$37,969.36. This overexpenditure was due to actual participant volumes and rental costs being higher for various youth sport organizations than what was initially budgeted.

The approved 2015 to 2016 YSSP budget was \$1,561,000. Actual expenses were \$1,598,969.36, resulting in the \$37,969.36 shortfall.

Attachment 1 outlines the actual subsidy each organization received, based on actual eligible rental costs.

Policy Revision

An overexpenditure was previously experienced in the 2007 to 2008 YSSP, which was funded through the Reserve. At that time, the Administration was remiss in not bringing forward a recommendation to revise the Policy to address future overexpenditures. As such, the Administration is now recommending that a revision to the Policy be made to include additional wording as follows:

Article 39.3 Application of Funds

In the event of an overexpenditure in the Youth Sport Subsidy, the Reserve may be used to finance the overexpenditure.

Attachment 2 shows the relevant pages of the Policy that relate to the revision that is being recommended.

Options to the Recommendations

City Council could choose to not utilize the Reserve to offset the \$37,969 overexpenditure. This option would have the following impacts:

- a) reduce the previously reported Preliminary Year-End Surplus of \$653,862 to \$615,893; and
- b) require a withdrawal from the Fiscal Stabilization Reserve, reducing the balance from \$8.122 million to \$8.084 million.

Of note, the recommendation to use the Reserve to offset this overexpenditure is consistent with the past application of the Reserve and the recommended Policy revision.

Public and/or Stakeholder Involvement

No public and/or stakeholder involvement is required at this time.

Policy Implications

The application of funds as outlined in the Policy does not address funds being used for overexpenditures. As such, it is recommended that the Policy revision, as outlined above, be approved.

Financial Implications

Currently the Reserve has a 2016 ending balance of \$163,631.22 in uncommitted funds. Funding the \$37,969.36 overexpenditure from the Reserve will result in a total opening balance of \$125,661.86 for 2017.

Other Considerations/Implications

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

Due Date for Follow-up and/or Project Completion

There is no follow-up or project completion related to this report.

Public Notice

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

Attachments

1. 2015 to 2016 Youth Sport Subsidy Sport Organization Expenditures
2. Excerpt of City of Saskatoon Reserves for Future Expenditures Policy No. C03-003

Report Approval

Written by: Loretta Odorico, Section Manager, Customer Service, Recreation and Community Development

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

Approved by: Kara Fagnou, Acting General Manager, Community Services Department

S/Reports/2017/RCD/PDCS – 2015 to 2016 YSSP Overexpenditure/ks

2015 to 2016 Youth Sport Subsidy Sport Organization Expenditures

	Sport Organization	Subsidy Paid Based On Eligible Rent
1	Aqualenes Synchro Swim Club	\$ 20,914.33
2	Can Am Gymnastics Club	\$ 61,370.74
3	Curl Saskatoon	\$ 13,167.00
**4	Hub City Boxing Club	\$ -
5	Hub City Track Council	\$ 13,053.00
**6	Jook-Am TaeKwon-Do Inc.	\$ -
7	Lions Speedskating Club	\$ 14,344.32
8	Marian Gymnastics Club	\$ 30,141.62
9	Myracles Baton Twirling Club	\$ 1,029.00
10	Optimist Twirling Connection	\$ 10,477.51
11	Riverside Badminton/Tennis	\$ 3,181.01
12	Saskatoon Baseball Council	\$ 16,031.85
13	Saskatoon Box Lacrosse	\$ 11,348.27
14	Saskatoon Diving Club	\$ 16,887.45
15	Saskatoon Fencing Club	\$ 10,356.59
16	Saskatoon Figure Skating Club	\$ 101,400.02
17	Saskatoon Freestyle Skiing	\$ 247.62
18	Saskatoon Goldfins Swim Club	\$ 69,122.83
19	Saskatoon Lasers Swim Club	\$ 15,102.05
20	Saskatoon Minor Basketball Assoc.	\$ 16,282.27
21	Saskatoon Minor Hockey Assoc.	\$ 814,778.58
22	Saskatoon Minor Softball League	\$ 8,084.50
23	Saskatoon Ringette Assoc.	\$ 35,034.51
24	Saskatoon TaeKwon Do West Inc.	\$ 1,555.20
25	Saskatoon TaeKwon Do West Inc.	\$ 4,273.30
26	Saskatoon Triathlon Club	\$ 4,043.32
27	Saskatoon Youth Soccer Inc.	\$ 269,747.46
28	Taiso Gymnastics Club	\$ 28,452.61
29	Volleyball Saskatoon	\$ 6,801.26
30	Water Polo Saskatoon	\$ 1,113.94
31	Living Skies Pony Club (Willow Ridge)	\$ 627.20
Total		\$ 1,598,969.36

Legend:

** Rental invoices not submitted; therefore, no subsidy paid to sport organization

**Excerpt of City of Saskatoon
Reserves For Future Expenditures Policy No. C03-003**
(highlighted text denotes additions)

CITY OF SASKATOON COUNCIL POLICY

NUMBER
<i>C03-003</i>

POLICY TITLE	EFFECTIVE DATE	UPDATED TO	PAGE NUMBER
<i>Reserves for Future Expenditures</i>	<i>July 18, 1983</i>	<i>February 27, 2017</i>	<i>1 of 1</i>

39. RESERVE FOR UNEXPENDED YOUTH SPORTS SUBSIDY FUNDS

39.1 Purpose

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

39.2 Source of Funds

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

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

39.3 Application of Funds

- a) The Reserve may be used to finance eligible facility rental expenditures incurred by youth sport organizations receiving the Youth Sports Subsidy, to attract and host major provincial, national and international events, pursuant to Council Policy No. C03-034 entitled “Youth Sports Subsidy Program - Allocation Criteria and Special Events.”
- b) In the event of an overexpenditure in the Youth Sport Subsidy, the Reserve may be used to finance the overexpenditure.

39.4 Responsibility/Authority

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

Partnership Agreement - Saskatoon Forestry Farm Park and Zoo and Foothills Research Institute – Grizzly Bear Program

Recommendation

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

1. That the partnership agreement between the Saskatoon Forestry Farm Park and Zoo and the Foothills Research Institute, as described in this report, be approved; and
2. That the City Solicitor be requested to prepare the appropriate agreement and that His Worship the Mayor and the City Clerk be authorized to execute the appropriate agreement under the Corporate Seal.

Topic and Purpose

The purpose of this report is to provide an overview of, and seek approval for, the proposed partnership agreement between the City of Saskatoon, through the Saskatoon Forestry Farm Park and Zoo and the Foothills Research Institute, with a focus on grizzly bears. This agreement would be for a five-year term, with a letter of renewal option for an additional five years.

Report Highlights

1. The intent of this new partnership collaboration between the Saskatoon Forestry Farm Park and Zoo (SFFP&Z) and the Foothills Research Institute Research Grizzly Bear Program (fRIGBP) is to provide an opportunity for the SFFP&Z to be directly linked to, and engaged in, conservation research on grizzly bears and other native species at the zoo.
2. The new partnership will provide the SFFP&Z and the fRIGBP with a unique opportunity for scientific research findings to be communicated directly with zoo visitors, and for the grizzly bears currently housed at the SFFP&Z to actively contribute to conservation and research onsite.
3. The partnership agreement between the SFFP&Z and the fRIGBP would be for a five-year term, with an option for an additional five-year renewal.

Strategic Goal

The development of a long-term research and conservation partnership such as this supports the City of Saskatoon's (City) Strategic Goal of Environmental Leadership, as it directly connects the community and the captive grizzly bears to active external research, conservation, and education initiatives and programs. In the long-term, this collaboration will give the SFFP&Z relevancy as an institution that supports and participates in wildlife conservation research, and educates the public in the importance of wildlife conservation.

Background

The SFFP&Z acquired two orphaned grizzly bears in 2006. Mistaya is the sole surviving cub from Bear 66, a well-known female grizzly who was killed on the CP Rail tracks in Banff National Park in 2005. Mistaya stayed in the wild until it became clear that he could not survive without intervention. Koda was orphaned that same year when his mother fled the den when a logging operation came through the Grand Prairie region. He was rescued and nurtured by zookeepers at the Edmonton Valley Zoo. The cubs were paired at the Calgary Zoo and later transferred to their permanent home in Saskatoon.

In 1999, the fRIGBP began providing knowledge and planning tools to acquire and resource managers to ensure the long-term conservation of grizzly bears in Alberta. Although the program conducts grizzly bear research along several fronts, the first of its two primary objectives is to understand how the health of individual grizzly bears is influenced by human activities and changing environmental conditions, and the second is how health affects the growth, stability, and resilience of grizzly bear populations.

As part of the City's ongoing commitment to achieve all requirements to retain the Canadian Association of Zoos and Aquariums (CAZA) certification, the SFFP&Z is required to be actively participating in research and conservation initiatives.

Report

A Partnership for SFFP&Z to Establish an Active Role in Conservation and Research

To date, the SFFP&Z has no record of actively participating or leading in research or conservation projects or initiatives. The existing participation has been limited to simply displaying endangered species, such as red pandas or black-footed ferrets, on the Species Survival Plan Program lists with the Association of Zoos and Aquariums. For clarification, participating in breeding programs and displaying endangered species does not constitute conservation and research unless there is an active link to external programs offsite. This would consist of breeding to release back to the wild or working directly with scientists, linking research initiatives at the SFFP&Z and in the wild to gather data for a common goal. Therefore, more deliberate conservation and research efforts are now required at the SFFP&Z.

By partnering with the fRIGBP, the City will be able to pool in-kind resources to create a world class research and conservation facility (Wildlife Health Centre), consisting of the development and operation of a wildlife health laboratory. As a primary component of a wildlife health and conservation research department, it would specialize in the evaluation of long-term health across many wild species, not just grizzly bears. These evaluations would be based on the identification and quantification of biochemical substances (hormones, peptides, etc.) in various types of skin-derived materials, such as hair, feathers, and scales that integrate a time series of health pictures throughout their period of growth.

The City will also be able to work with other organizations, such as the Grizzly Bear Foundation (GBF) in British Columbia, where Dr. Ken Macquisten has already indicated

interest in exploring potential collaboration of the GBF with the partnership between SFFP&Z and the fRIGBP. The International Polar Bear Conservation Centre at the Assiniboine Park Zoo in Winnipeg has also pledged support for the program and is interested in collaborating by utilizing their genetics laboratory to further facilitate the work of the Wildlife Health Centre proposed at the SFFP&Z. With British Columbia, Alberta, Saskatchewan, and Manitoba all represented, this can become a national conservation and research effort with global applications and benefits.

Scientific Research Findings Communicated and Public Participation in Conservation

The role of the fRIGBP will be to help educate the public on the new role of the SFFP&Z in the areas of wildlife health and conservation as it relates to grizzly bears and other native species. Modes of education would include displays at the new Zoo Education Laboratory (ZEL), lectures or possibly an annual speaker series, and the provision of printed and visual materials. The fRIGBP would enable staff and students, ranging from high school to graduate school level, in gaining research experience through working at the new ZEL on specific grizzly bear-related projects sanctioned by the SFFP&Z. The Administration would also provide an opportunity to communicate new and ongoing scientific research results from the fRIGBP to zoo visitors to promote a greater understanding of the many species and conservation research and recovery efforts in action.

The partnership would also involve the assistance of the fRIGBP in the development of a “Northern Wilds Experience” for grizzly bears. This would ensure that attributes of the experience (e.g. plant phenology and winter dens) would simulate, as closely as possible, those attributes under natural settings. The research team would accomplish this by using scientific research data in areas, such as diet, plant phenology, thermal cover, denning, etc. The goal is to have the bears live in an area that, as closely as possible, would have attributes found in a natural setting.

Terms of the Partnership Agreement

The key terms of the partnership agreement include:

1. All costs for funding the wildlife health laboratory and programs will be attained through grants and donors.
2. The fRIGBP will provide staff time and expertise on an in-kind basis in the amount of \$35,000 per year towards the partnership objectives.
3. The City will provide in-kind facilities, such as office space, laboratory space at the Wildlife Health Centre, and access to teaching/classroom space.
4. The City will provide access to internet service and office phone/support for basic office administration and supplies.
5. The fRIGBP will establish a viable laboratory that will charge a fee for the services provided to zoos and conservation programs across Canada and beyond. All fees will support the Wildlife Health Centre programs.
6. The initial partnership agreement will be for five years, with an option of an additional five-year renewal.

Options to the Recommendation

City Council could decide to not approve proceeding with the partnership agreement. This would mean the City would need to investigate other, potentially more costly, options to actively engage in conservation and research initiatives in order to retain CAZA accreditation during the next review period in 2020. The accreditation standards require that all institutions must be participants in CAZA's and other wildlife conservation programs for species in their collections at appropriate levels based upon budget and/or staff size. As the SFFP&Z is one of the major zoos in Canada, it is important to support conservation, research, and education. Displaying animals is simply to be a by-product of these three mandates.

Public and/or Stakeholder Involvement

The Foothills Research Institute has been involved in the process of drafting the partnership agreement terms and is in agreement with all terms and conditions.

Communication Plan

Pending City Council's approval, the City would formalize and implement a communication strategy to promote the new partnership and opportunities for the community.

Financial Implications

There are no financial implications of the recommendations as all costs for funding the wildlife health laboratory and programs would be attained through grants and donors once the agreement is in place. The fRIGBP will provide staff time and expertise on an in-kind basis towards the partnership objectives.

The SFFP&Z will provide access to facilities and support on an in-kind basis for office space, laboratory space at the Wildlife Health Centre, teaching/class room space, access to internet service, phone line, and basic office supplies.

The vision for the program is to have a viable laboratory that will charge a fee for the services provided. All revenues would be invested back into the program. As the program popularity grows, there may be a need to establish a reserve for any surplus funds. This would be the subject of a further report to Committee/City Council when required.

Other Considerations/Implications

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

Due Date for Follow-up and/or Project Completion

Upon completion of the agreement, the Administration will provide an informational section in the annual report to City Council, as per the other partner organizations at the SFFP&Z.

Public Notice

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

Report Approval

Written by: Tim Sinclair-Smith, Manager, Saskatoon Forestry Farm Park and Zoo
Reviewed by: Lynne Lacroix, Director of Recreation and Community Development
Approved by: Kara Fagnou, Acting General Manager, Community Services Department

S/Reports/2017/RCD/PDCS – Partnership Agreement – SFFP&Z and Foothills Research Institute – Grizzly Bear Program/ks

Offer to Donate Neon Light Installation Entitled Land of Berries

Recommendation

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

1. That the donation of the neon light installation entitled Land of Berries from artist Tony Stallard be accepted by the City of Saskatoon, as recommended by the Public Art Advisory Committee and Civic Administration;
2. That the Office of the City Solicitor be requested to prepare the necessary agreement, evidencing the donation for signing by the artist, the Mayor, and the City Clerk; and
3. That the Office of the City Solicitor be requested to prepare the necessary agreement with Persephone Theatre to allow for the display of the artwork on the Remai Arts Centre/Persephone Theatre building.

Topic and Purpose

Artist Tony Stallard has offered to donate his neon light sculpture entitled Land of Berries to the City of Saskatoon. The Public Art Advisory Committee recommends that the City of Saskatoon accept the offer of donation.

Report Highlights

1. The Public Art Advisory Committee (PAAC) considered the artist's offer to donate the neon light sculpture entitled Land of Berries to the City at its September 16, 2016 meeting and recommended acceptance.
2. Persephone Theatre has agreed to continue exhibiting the artwork on the north wall of the Remai Arts Centre/Persephone Theatre building, where it has been located since 2013.

Strategic Goal

This report supports the Strategic Goal of Quality of Life and long-term strategy of implementing the Municipal Culture Plan.

Background

Since the fall of 2013, the City's temporary public art program, Placemaker, has been leasing Land of Berries from artist Tony Stallard. Created by Stallard in collaboration with Tribe artists Joi Arcand, Joseph Naytowhow, and Kenneth T. Williams, the artwork is a neon light installation using Cree syllabics to convey Saskatoon as the land of berries. The piece is 2.50 metres high, 7.00 metres long, and 0.18 meters wide (see Attachment 1). In the fall of 2016, the artist made an offer to donate the installation to the City.

Report

Public Art Advisory Committee Considerations and Recommendation

At its September 16, 2016 meeting, the PAAC considered the following:

- Tony Stallard is an internationally accomplished British artist;
- Land of Berries was a collaboration with Tribe artists: Joi Arcand, Joseph Naytowhow, and Kenneth T. Williams; and
- Land of Berries was previously accepted into the City's Placemaker Program and has been on display since 2013.

The PAAC recommends to City Council that the City accept this donation from Tony Stallard.

Artwork Location

Land of Berries is currently affixed to the north wall of The Remai Arts Centre/Persephone Theatre building, where it has been on display since the fall of 2013 (see Attachment 2). Persephone Theatre's Board of Directors has approved the art to remain in its current location. Should Land of Berries be accepted into the City's permanent collection, the Civic Administration will execute a long-term agreement with Persephone Theatre for its exhibition at this location.

Options to the Recommendation

City Council could choose to not accept the donation of the artwork Land of Berries. The City would have to either negotiate a new lease or have the installation removed and returned to the artist.

Public and/or Stakeholder Involvement

No public or stakeholder involvement is required at this time.

Communication Plan

If the recommendations outlined in this report are approved, the Administration will include Land of Berries on its interactive public art map application (iMap) located on the City's website.

Policy Implications

The PAAC recommendation to City Council is in compliance with Public Art Policy No. C10-025 and Gifts and Memorial Program Policy No. C09-027.

Financial Implications

The ongoing operating impact of owning the piece is estimated at \$200 per year.

Other Considerations/Implications

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

Due Date for Follow-up and/or Project Completion

Should City Council accept the donation, the Administration will prepare and finalize a donation agreement with the artist and arrange a long-term agreement with Persephone Theatre for exhibition.

Public Notice

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

Attachments

1. Image of Land of Berries
2. Land of Berries Location on Remai Arts Centre

Report Approval

Written by: Alejandro Romero, Arts and Culture Consultant, Community Development
Reviewed by: Lynne Lacroix, Director of Recreation and Community Development
Approved by: Kara Fagnou, Acting General Manager, Community Services Department

S/Reports/2017/RCD/PDCS – Offer to Donate Neon Light Installation Entitled Land of Berries/ks

Image of Land of Berries



Land of Berries Location On Remai Arts Centre



Municipal Utility Parcel Designation for Parcel XX in Recovery Park along Valley Road

Recommendation

That the Standing Policy Committee on Planning, Development and Community Services recommend to City Council that the Administration be authorized to designate Parcel XX in Recovery Park as a “Municipal Utility” parcel as outlined in this report.

Topic and Purpose

The purpose of this report is to receive City Council approval to designate Parcel XX in Recovery Park as a Municipal Utility parcel.

Report Highlights

1. Parcel XX will continue to house Recovery Park - a site which is dedicated to diverting material from the landfill.

Strategic Goal

This report supports the long-term strategy of reducing greenhouse gas emissions tied to the City of Saskatoon’s operations under the Strategic Goal of Environmental Leadership.

Background

As part of the Circle Drive South project, a number of parcels along Valley Road require subdivision so that the physical limits of the new roadway can be legally recognized and defined.

Land requirements for the landfill access road and the widening of Valley Road result in Parcel X being reduced from 54 acres to 41 acres. Through the subdivision process, the reconfigured Parcel X will be renamed Parcel XX (Attachment 1).

As per Section 172.1 of *The Planning and Development Act, 2007*, a municipality may, by resolution, designate any parcel of land that it owns as a municipal utility parcel and cause that designation to be registered on the title of the parcel.

Report

Parcel XX will Continue to House Recovery Park

The Administration has determined that Parcel XX is a suitable location for citizens and businesses to drop off their recyclable material. Having Recovery Park at this location will also provide an opportunity to integrate waste diversion programs with landfill management programs to meet the needs of an expanding landfill in the future.

The subject parcel was subdivided in 2003 with the intent of the parcel being used as a municipal utility parcel. Given that, the subdivision in 2003 was in the R.M. of Corman Park and the Municipal Utility designation was not registered at Information Services

Municipal Utility Parcel Designation for Parcel XX in Recovery Park along Valley Road

Corporation (ISC) at that time. The Administration is recommending that City Council provide approval for Parcel XX to be designated as a Municipal Utility parcel and registered on title as such at ISC.

Options to the Recommendation

City Council can choose to not designate Parcel XX as a Municipal Utility parcel. Under this scenario, Parcel XX would have a generic parcel classification that is not consistent with the intended use of the parcel for Recovery Park.

Public and/or Stakeholder Involvement

Public and/or stakeholder involvement is not required.

Financial Implications

Subdivision expenses will be charged to the Circle Drive South project.

Other Considerations/Implications

There are no policy, environmental, privacy, or CPTED implications or considerations, and a communication plan is not required.

Due Date for Follow-up and/or Project Completion

If approved, the Municipal Utility designation for Parcel XX would be added to the registered plan and titling information at ISC, including the Municipal Utility designation.

Public Notice

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

Attachment

1. Parcel XX – Proposed Municipal Utility Parcel

Report Approvals

Written by: Scott McCaig, Property Agent, Saskatoon Land

Reviewed by: Josh Quintal, Project Engineer, Environmental & Corporate Initiatives

Frank Long, Director, Saskatoon Land

Brenda Wallace, Director of Environmental & Corporate Initiatives

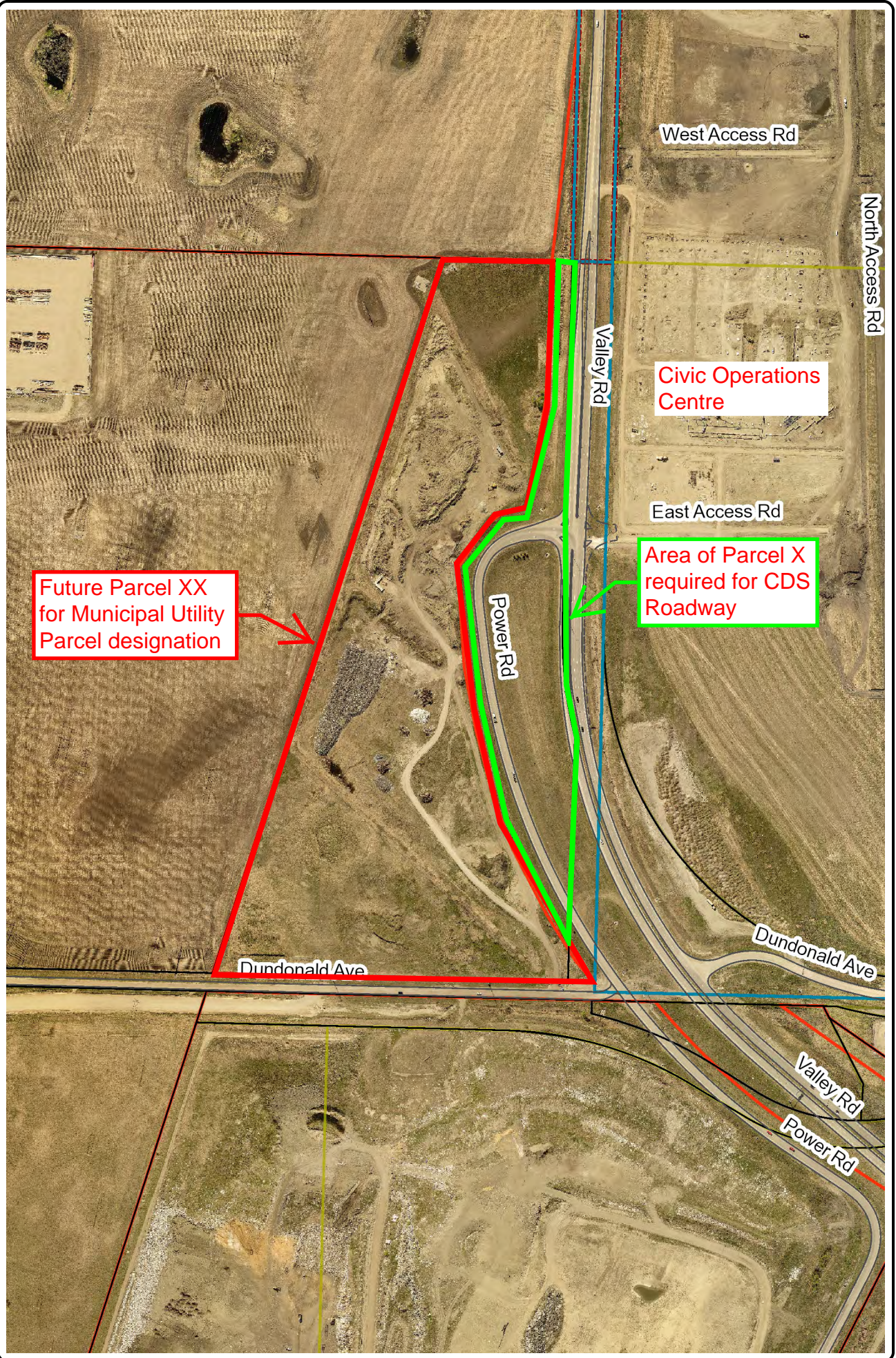
Catherine Gryba, General Manager, Corporate Performance

Department

Approved by: Kerry Tarasoff, General Manager, Asset & Financial Management

Department

Parcel XX – Municipal Utility Designation.docx



Future Parcel XX
for Municipal Utility
Parcel designation

Area of Parcel X
required for CDS
Roadway

Civic Operations
Centre

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Revised On-Street Mobile Food Truck Policy No. C09-039

Recommendation

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

1. That the proposed amendments to On-Street Mobile Food Truck Policy No. C09-039, as outlined in this report, be approved; and
2. That proposed amendments to the parking meter hooding fees for on-street mobile food trucks, as outlined in this report, be approved.

Topic and Purpose

The purpose of this report is to provide an evaluation of On-Street Mobile Food Truck Policy No. C09-039 following completion of four full seasons of operation, and to bring forward proposed amendments in response to this review.

Report Highlights

1. Review of On-Street Mobile Food Truck Policy No. C09-039 (Policy) following four years of program operation has identified updates that will enhance the On-Street Mobile Food Truck Program, facilitate vendors, and address safety-related concerns.
2. Amendments to allow a food truck to operate from a single location for up to six hours, instead of the current five, will accommodate the set-up and cool-down time requirements for food trucks.
3. Amendments to reduce the minimum length of time that parking permits may be purchased will increase flexibility for vendors.
4. Amendments to allow for parking of a support vehicle in conjunction with an overlength food truck may reduce vendors' parking costs.
5. Amendments to require proof of annual provincial gas inspection as a condition of licensing will ensure public health and safety.
6. Changes to the parking meter hooding fee schedule for on-street food trucks will reduce parking expenses for vendors and align more closely with actual on-street parking fees.

Strategic Goals

This report aligns with the City of Saskatoon's (City) Strategic Goals of Economic Diversity and Prosperity and Sustainable Growth by supporting non-traditional business models, such as mobile food truck vendors. This helps to create a business-friendly environment and reinforces the City Centre as a cultural and entertainment district.

Background

The Policy was approved on May 21, 2013. Its purpose is to “enhance the overall image, economic vitality and promote street life in commercial areas through the provision of food vending on streets, while ensuring public welfare, fair competition, and nuisance prevention.” The Policy aligns consistently with the key strategies of the 2013 City Centre Plan in recognizing Saskatoon’s outdoor street environment as an asset the City continuously promotes. The Policy allows on-street mobile food trucks to operate within commercial zoning districts, including the Business Improvement Districts (BID).

In May 2015, amendments to the Policy, including facilitating the City’s new FlexParking system, restricting trucks from operating adjacent to protected bike lanes, allowing BIDs to request additional on-street locations for food trucks, and addressing minor changes to clarify the intent of certain provisions, were reviewed by the Standing Policy Committee on Planning, Development and Community Services (Committee).

The Committee approved these proposed amendments and requested that the Administration report back with a review of the Policy and current criteria within two years. This report is provided in response to the request for the Policy review.

Additional input and correspondence to City Council has been received and is addressed in this report, including the following:

- Correspondence and a presentation to the Committee in May 2016, from newly formed Saskatoon Food Truck Association Inc. (SFTA), requesting additional considerations and changes to the Policy to improve the street food industry, was received and referred to the Administration for a report.
- Correspondence to City Council from SaskPower, received in February 2017, requesting that the required annual provincial gas inspection for all mobile food trucks utilizing natural gas or propane fuel be included as a condition of issuance or renewal of a Food Truck License.

In 2016, with the completion of the fourth season of operation, there were eight licensed on-street mobile food trucks in Saskatoon, while in 2015 there were seven. The Administration has noticed a gradual growth of on-street mobile food trucks since the Policy came into effect.

Consultation with stakeholders was undertaken in conjunction with this policy review and the input received was reviewed to assess whether additional considerations for policy changes were appropriate. At this time, no further policy changes are recommended.

A summary of input received through the stakeholder consultation process is provided as Attachment 1.

Report

Amendments will Enhance the Policy and Address Safety-Related Concerns

Updates to the Policy are intended to enhance the operations for on-street food vending, address input of the SFTA and other stakeholders, and ensure health and safety-related concerns are addressed. The proposed Policy amendments are contained in Attachment 2.

Increase Vending Time Limits

The current Policy permits an on-street mobile food truck to operate for a maximum of five hours at any one location. Input provided by the SFTA noted that the set-up and cool-down periods for grills and fryers can take between 30 to 60 minutes at each end of the vending period. This leaves an actual vending time of three to four hours before the truck is required to relocate. The proposed change to extend the permitted operating time from five hours to six hours at one location supports more efficient business operations for food truck vendors.

Provide Additional Flexibility for Issuance of Parking Permits

Under the current Policy, vendors must pay in advance for their on-street parking permits, in either three- or six-month increments. The food truck industry has noted that this presents a financial hardship to vendors wanting to operate for four or five months, but required to pay for a full six-month period. The proposed amendments will allow vendors to pay for additional parking permits on a month by month basis, following the initial minimum three-month parking permit, provided this covers a concurrent period of time.

Provide for Parking of Support Vehicle

The current Policy contains no provisions for parking of a support vehicle that often accompanies an on-street mobile food truck. A support vehicle may be used to obtain additional supplies, make bank deposits, or transport staff working in the food truck.

Operators of a food truck with its length exceeding 6.7 metres (the length of a parking stall) are required to pay a parking meter hooding fee equivalent to the rate for two parking stalls to accommodate the additional length of the food truck. The proposed amendments will allow vendors to park their support vehicle in close proximity to the food truck at no additional cost, provided the total length of both vehicles does not exceed 13.4 metres (44 feet); the equivalent of two parking stalls.

Require Proof of Annual Provincial Gas Safety Inspection

All mobile food trucks utilizing natural gas or propane fuel are bound by the Province of Saskatchewan's *Gas Inspection Act, 1993*. An annual inspection conducted by SaskPower ensures safe operation of systems and compliance with the current applicable national codes. The proposed amendments will clarify this provincial regulation and include a requirement that proof of annual gas inspection be provided as a condition of licensing.

Reduce Parking Meter Hooding Fees for On-Street Mobile Food Trucks

A common concern raised by the mobile food truck industry is that the parking meter hooding fees required to operate on-street are too costly.

Currently, on-street mobile food truck vendors are subject to the general hooding fees established through the the Meter Hooding Program and approved by City Council. The Meter Hooding Program is currently under review, with anticipated changes to the overall program and fee schedules to be brought forward as part of a new administrative policy for Temporary Reserved Parking (TRP). In the interim, it is recommended that meter hooding fees for on-street mobile food trucks be amended for immediate implementation in the 2017 season as follows:

1. Parking fees for on-street food trucks will be reduced from \$1,220 to \$720 for the initial minimum three-month period.
2. Food truck operators may pay for additional months at a rate of \$240 per month.
3. An administration fee of \$52.50 will be applicable for each parking fee application.

This fee structure will more closely approximate the actual on-street parking fees, and is anticipated to reflect the parking fees to be established in the TRP Policy currently under review. Upon approval of the TRP Policy, parking fees for food trucks will be charged at the rate established by that policy and may be amended from time to time.

Currently, the Policy references the hooding fees for food trucks, as set by the Meter Hooding Program. To maintain consistency, actual fee amounts have been removed from the Policy.

A summary of the current and proposed parking meter hooding fees for on-street mobile food trucks is provided in Attachment 3.

Options to the Recommendation

City Council may choose to deny the proposed amendments to the Policy. Further direction would then be required.

Public and/or Stakeholder Involvement

The Administration met with the Downtown, Riversdale, and Broadway BIDs, as well as the SFTA, to discuss the proposed changes.

In addition, an online survey was sent to 257 restaurant operators, all previously-licensed food truck vendors, and all neighbourhood community associations to seek feedback. Responses were received from 29 restaurant operators, 8 food truck operators, and representatives from 16 community associations.

Communication Plan

The updated Policy and related documentation will be provided on the City's website. Updated information will be made available to the BIDs, prospective vendors, and other interested parties.

Policy Implications

If the proposed amendments in this report are approved, the Administration will make the applicable revisions to the Policy, as outlined.

Financial Implications

The proposed reduction in parking meter hooding fees may result in additional food trucks operating on-street. No significant financial implications are anticipated.

Other Considerations/Implications

There are no environmental, privacy, or CPTED implications or considerations at this time.

Due Date for Follow-up and/or Project Completion

Pending City Council's approval, the proposed amendments will be put in place immediately. The On-Street Mobile Food Truck Program will continue to be monitored and policy updates identified as needed. A new administrative policy for TRP will be brought forward later in 2017.

Public Notice

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

Attachments

1. Stakeholder Engagement Summary
2. Proposed Amendments to On-Street Mobile Food Truck Policy No. C09-039
3. Proposed Amendments to Meter Hooding Fees for On-Street Mobile Food Trucks

Report Approval

Written by: Shall Lam, Planner, Business License Program

Reviewed by: Andrew Hildebrandt, Director of Community Standards

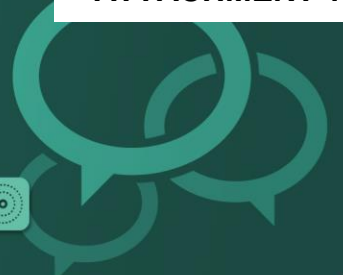
Approved by: Randy Grauer, General Manager, Community Services Department

S/Reports/2017/CS/PDCS – Revised On-Street Mobile Food Truck Policy No. C09-039/lc



Shaping Saskatoon

Bridging to Tomorrow... for a 21st Century City



Stakeholder Engagement Summary On-Street Mobile Food Truck Policy Review – March 2017

Project Description

In May 2015, amendments to On-Street Mobile Food Truck Policy No. C09-039 (Policy), to facilitate the City's new FlexParking system, restrict food trucks from operating adjacent to protected bike lanes, allow Business Improvement Districts (BID) to request additional on-street locations for food trucks, and address minor changes to clarify the intent of certain provisions and operating requirements, were approved. After approval of these amendments, the Standing Policy Committee on Planning, Development and Community Services (Committee) requested that the Administration report back with a review of the Policy and current criteria within two years.

Stakeholder Engagement Strategy

A stakeholder engagement strategy was designed to gather feedback regarding on-street mobile food trucks operating in the core business areas. The Administration consulted with the Executive Directors of the five BIDs, met with Saskatoon Food Truck Association Inc. (SFTA), and provided an opportunity for all restaurant owners and food truck owners to submit feedback through an online questionnaire.

Summary of Stakeholder Engagement Feedback

The input received through consultation provided various stakeholder viewpoints on the current food truck regulations and their suggestions to enhance the program, as outlined below:

Individual Meetings with the BIDs

City staff met with the BIDs to discuss any concerns they had with the current Policy. The BIDs had no concerns with the separation distances that food trucks are currently required to maintain from other land uses or activities. These separation distances have been in place since 2013 and serve to balance the business interests of both brick and mortar restaurants and food truck owners. Furthermore, the BIDs had no concerns regarding the changes implemented in 2015. The number of complaints received by the BIDs regarding food truck operations have been relatively low in recent years.

The BIDs are generally supportive of all proposed changes outlined in the 2017 report, expressing no concerns regarding reducing parking fees in order to reflect actual parking time used, extension of maximum parking time from five hours to six hours, or options for an employee support vehicle to park in close proximity to an over-length food truck.



Meetings with the SFTA

City staff met with the newly-formed SFTA on March 14, 2016, to discuss concerns and options to improve the street food industry. The feedback from this meeting became a factor in reviewing the parking meter fees for food trucks. The SFTA also explained that set-up of operations and cool-down periods can take from 30 minutes to one hour, thereby, reducing the actual operating time.

One year later, on March 2, 2017, City staff again met with members of the SFTA to present proposed amendments to the Policy. The SFTA indicated strong support for the proposed amendments, as the group felt the changes would be beneficial for the industry.

Online Questionnaire to Businesses

An online questionnaire was sent to 213 food truck owners and food service-related businesses located in the Downtown, Riversdale, Broadway, Sutherland, and 33rd Street BIDs. The questionnaire period began February 15, 2017, and concluded February 28, 2017. In total, 29 out of 191 restaurant owners and 8 out of 21 food truck owners responded to the online questionnaire.

In summary, the following feedback from restaurant owners was noted:

- 14 of the 29 restaurant owners who responded felt their businesses have been negatively affected by on-street food trucks; and
- the top three concerns identified by restaurant owners were:
 - fairness and competition (food trucks have an advantage);
 - garbage; and
 - health and sanitation.

Food truck owners expressed concerns that current parking fees were too high and that it was difficult to find suitable parking spots. Some food truck owners would like to see a reduction in separation distances, which would allow for more parking stalls for their use.

Although the proposed 2017 amendments address most of the food truck industry's concerns, the Administration strongly supports keeping the separation distances as they are. The interests of both restaurant owners and food truck owners are mutually exclusive, so the recommendation is to maintain status quo. With respect to garbage and sanitation concerns, the current Policy requires all food truck owners to clean up within a 6.0 metre radius of their service location. In 2016, the City did not receive any email or phone call complaints regarding garbage left behind by a food truck owner.



Shaping Saskatoon

Online Questionnaire to Community Associations

In response to an inquiry from a mobile ice cream truck vendor regarding the potential to amend the Policy to allow food trucks in residential areas, an online questionnaire was sent to all 44 community associations within Saskatoon seeking general input.

Twenty-seven representatives from 16 community associations responded. The general consensus is that they support mobile food trucks operating in Saskatoon commercial areas; however, they would like to restrict them from residential neighbourhoods, unless they are invited to a special event with written permission from the community association. At times, a community association may host a special event with the intention to raise money for charity and, therefore, would not like to see direct competition with a mobile food truck.

Next Steps

A report recommending revisions to the Policy will be brought to City Council for its consideration and approval. Input received through this consultation has been taken into consideration in the 2017 Policy review.

With the approval of City Council, the policy amendments for on-street mobile food trucks will be effective in time for the 2017 season.

Prepared by:
Shall Lam, Planner
Community Standards
March 16, 2017

Proposed Amendments to On-Street Mobile Food Truck Policy No. C09-039

Please note that **highlighted strikethroughs denote proposed removal and **highlighted** bolding denotes proposed changes/additions**

CITY OF SASKATOON COUNCIL POLICY

NUMBER

C09-039

POLICY TITLE <i>On-Street Mobile Food Truck Policy</i>	ADOPTED BY: <i>City Council</i>	EFFECTIVE DATE <i>May 21, 2013</i>
		UPDATED TO <i>May 25, 2015</i>
ORIGIN/AUTHORITY <i>Clause 4, Report No. 8-2013 of the Planning and Operations Committee; and Item 8.1.2 Standing Policy Committee on Planning Development and Community Services Report dated May 25, 2015</i>	CITY FILE NO. <i>CK. 300-11</i>	PAGE NUMBER <i>1 of 7</i>

1. PURPOSE

To enhance the overall image, economic vitality and promote street life in commercial areas through the provision of food vending on streets, while ensuring public welfare, fair competition, and nuisance prevention.

2. DEFINITIONS

For the purposes of this Policy, the following definitions are used:

- a) Mobile Food Truck - a motorized, mobile, self-contained vehicle that is equipped to cook, prepare and/or serve food and does not include trailers or carts.
- b) Vendor – any person(s) who owns and/or operates a mobile food truck on public streets.
- c) Operate – any activity associated with the mobile food truck business, including set-up, clean-up and take-down time.
- d) Protected Bike Lane – a dedicated marked lane for bicyclists, that is situated to the right of the traffic lane or street parking (if provided).
- e) **Support Vehicle – a passenger vehicle utilized in support of the operation of an on-street mobile food truck.**

CITY OF SASKATOON COUNCIL POLICY

NUMBER

C09-039

POLICY TITLE	EFFECTIVE DATE	UPDATED TO	PAGE NUMBER
<i>On Street Mobile Food Truck Policy</i>	<i>May 21, 2013</i>	<i>May 25, 2015</i>	<i>2 of 7</i>

3. POLICY

- a) Subject to the conditions of this Policy, the sale of food items from a mobile food truck, as approved by the Saskatoon Health Region, is permitted. Sale of all other goods (i.e. crafts, clothing, and other merchandise) is not permitted
- b) This Policy applies only to on-street operation and does not regulate mobile food trucks on:
 - i) Private property;
 - ii) Special events; or,
 - iii) Festivals.

3.1 Licensing

- a) All mobile food trucks shall be required to obtain a license under The Business License Bylaw No. 8075.
- b) A business license must be obtained for each mobile food truck operating and is valid from one year from the date of issuance.
- c) Mobile food trucks shall not operate if the business license has expired, been suspended, or revoked.
- d) The City of Saskatoon Business License shall be posted on the lower right passenger side window of the mobile food truck and visible to the public at all times.
- e) Applications for a mobile food truck operation are subject to the approval of the General Manager, Community Services Department. Proof that the following permissions have been obtained, and regulations met, must be provided prior to the issuance of a business license under The Business License Bylaw No. 8075:
 - i. Saskatoon Health Region Approval;
 - ii. Fire Inspection Approval (renewed annually);
 - iii. Proof of Motor Vehicle Insurance;

CITY OF SASKATOON COUNCIL POLICY

NUMBER C09-039

POLICY TITLE	EFFECTIVE DATE	UPDATED TO	PAGE NUMBER
<i>On Street Mobile Food Truck Policy</i>	<i>May 21, 2013</i>	<i>May 25, 2015</i>	<i>3 of 7</i>

- iv. Proof of Liability Insurance with a minimum liability limit of \$2,000,000. The City of Saskatoon must be named as an additional insured;
- v. Discharge Management Plan that includes a description of how and where FOG (Fats, Oils, Grease) and grey water will be disposed; **and**
- vi. A commercial or home based business license issued for the base of operations and/or storage of mobile food truck(s); **and**
- vii. Proof of current inspection conducted by SaskPower Gas Inspections (renewed annually).**
- f) Periodic inspections may be conducted to ensure compliance.

3.2 Conditions of Operation

- a) The mobile food truck vehicle shall be no more than:
 - i. 8,000 kilograms in weight;
 - ii. 2.5 metres in width; and,
 - iii. 9.75 metres in length.
- b) The mobile food truck vehicle must be clean, well lit, and aesthetically pleasing in appearance.
- c) The mobile food truck vehicle shall supply its own power and water source. Generators are permitted providing that they do not cause a disturbance.
- d) Overhead canopies or doors shall not obstruct or hinder pedestrian traffic.
- e) Sign boards are to be placed against the mobile food truck vehicle to avoid any obstructions. Only one sign board is permitted per vehicle, and shall comply with the regulations outlined in Temporary Sign Bylaw No. 7491.
- f) Placement of any furniture (i.e. tables, chairs, benches, counters, etc.) associated with the mobile food truck operation is not permitted.

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- g) Mobile food truck vehicle(s) shall be stored at an approved location when not in operation. Storage of the mobile food truck on-street is prohibited.
- h) All elements associated with the mobile food truck and its operations (including line-ups, signage and trash receptacles) shall not cause any vehicular or pedestrian obstructions or hazards. A minimum of 1.5 metres (5.0 feet) of sidewalk as a passageway for pedestrians is required.
- i) Mobile food truck operations shall not create any disturbance or nuisance in terms of noise, vibration, smoke, dust, odour, air pollution, heat, glare, bright light, hazardous or unacceptable waste. Lights, sounds, or actions which may be a distraction for motorists and/or pedestrians are not permitted.
- j) Operations of the mobile food truck shall be conducted in a manner that does not restrict or interfere with the ingress or egress of the adjacent property owner or constitute an obstruction to adequate access by fire, police, or sanitation vehicles.
- k) Service windows shall be oriented towards the sidewalk. Service windows that face the street are not permitted.
- l) Vendors shall provide proper trash and recycling receptacles for customers. Vendors shall clean up within a 6.0 metre radius after service at a location.
- m) Vendors shall make arrangements to provide proper access to public washroom facilities for employees.
- n) Vendors shall attend the mobile food truck vehicle at all times while operating.
- o) A location log that tracks the time and duration of the mobile food truck vehicle at each location shall be maintained. This location log shall be made available to a bylaw inspector upon request and submitted at the end of the season to the City of Saskatoon, Community Standards Division.

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- p) Vending at one on-street location shall not exceed a period greater than **five six** consecutive hours. Vendors shall move the mobile food truck vehicle to a different block face after the **five six** hour duration has expired.

3.3 Locations

- a) Mobile food trucks may operate in all areas of the city except where noted in this Policy.
- b) Locations are available on a daily first-come, first-served basis. Specific parking spots or stalls are not reserved or assigned.
- c) Mobile food trucks shall not be operated within:
 - i) 20 metres (measured from the nearest edge of the mobile food truck to the property line) of an existing permanent food service establishment (including sidewalk vendors with fixed locations) in all permitted locations.
 - ii) 30 metres of any primary or secondary school.
 - iii) 20 metres of a park concession.
 - iv) 150 metres of a special event or festival (except where written permission from the event coordinator has been obtained and submitted to the City prior to commencement of the special event or festival).
 - v) 10 metres of any intersection or crosswalk, and within 10 metres of any bus stop.
- d) Notwithstanding clauses 3.3c) i) through iii), Business Improvement Districts may submit requests to the City to approve additional locations prior to March 1st of each year. Requests from the Business Improvement Districts received after that date may be approved on a case by case basis in consideration of additional locations previously approved. The additional locations may be approved where the City is of the opinion that the additional

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locations do not compromise public welfare, fair competition or create a nuisance.

- e) Mobile food trucks shall not operate within residential zoning districts and streets adjacent to residential zoning districts.
- f) Mobile food trucks shall not operate in angle, nose-in parking stalls or in loading zones at any time.
- g) Mobile food trucks shall not block access to alleyways, driveways, fire hydrants or loading zones.
- h) No more than two mobile food trucks shall operate per block face at any given time.
- i) Mobile food trucks shall not operate from a parking stall that is adjacent to a protected bike lane as designated by the City of Saskatoon.

3.4 **Parking for On-Street Food Trucks** ~~Flex Parking Stations~~

- a) ~~Parking fees shall be charged at a rate of \$25 per day for the first 30 days, followed by \$18 per day after the initial 30 day period. Parking fees shall be paid in advance based on three month increments.~~

On-street mobile food trucks must pay all required parking fees through purchase of a meter hood(s) prior to issuance of a license.

- b) The license plate number of an approved mobile food truck will be registered with Parking Services, Community Standards Division upon issuance of a Food Truck license.
- c) Mobile food trucks that exceed 6.7 metres in total length shall be required to pay the parking fees equivalent to the parking fees for two parking meter stalls.
- d) **A support vehicle may be parked in close proximity to the food truck while it is operating when two parking fees are paid for, provided the total length of both vehicles does not exceed 13.4 metres (equivalent to the length of two parking stalls).**

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3.5 Hours of Operation

A mobile food truck may remain parked, whether operating or not, at one on-street location for a maximum **five six** consecutive hours. Upon expiration of the initial **five six**-hour period, the mobile food truck shall relocate to a different block face.

3.6 Legislation

Vendors must abide by all laws and regulations, bylaws, and resolutions governing the mobile food truck operation and pertaining to traffic and the use of streets.

3.7 Contraventions

Suspension or revocation of the business license may result if the vendor fails to meet one or more of the requirements outlined in this policy, or any other laws, regulations or Bylaws.

4. RESPONSIBILITIES

4.1 General Manager, Community Services Department

- a) Administer this Policy; and
- b) Ensure vendors are licensed and operating in accordance with this Policy.
- c) Collect all parking related fees; and
- d) Ensure vendors are operating in accordance with Street Use Bylaw No. 2954 and Traffic Bylaw No. 7200.

4.3. City Council

- a) Review and approve amendments to this Policy.

Proposed Amendments to Meter Hooding Fees for On-Street Mobile Food Trucks

The costs associated with reserving on-street metered parking spaces are currently established under the Meter Hooding Program, which was approved through a resolution of City Council. The Community Standards Division is currently reviewing the Meter Hooding Program with the intention of replacing it with an administrative policy for Temporary Reserved Parking (TRP) that will, among other items, propose changes to current fees to bring them in closer alignment with actual costs of providing for reserved parking spaces (including administrative costs and loss of revenue for that parking space).

It is anticipated that the new policy will result in reduced fees for on-street mobile food truck operators. It is recommended that a revised fee schedule be adopted for immediate implementation and piloted for on-street mobile food trucks in 2017.

Food trucks are permitted to operate from one parking space location for an extended period of time (currently five hours and proposed to extend to a maximum of six hours). Food trucks do not have spaces reserved in advance, but must find a suitable available space from which to operate on a day by day basis.

Food trucks that are considered to be over length (i.e. in excess of 6.7 metres in length) are required to pay parking permit fees equivalent to two parking spaces.

Proposed fees are based on the actual parking cost for food trucks for six hours per day over 20 paid parking days (the average number of paid parking days per month).

The following charts compare the fees applicable under the existing Meter Hooding Program to the fees being considered under the proposed TRP Policy. All fees include GST.

Parking Permit Fees for One Metered Space for Three Months:

Charges	Current Parking Permit Fees (Meter Hooding Program)	Proposed Parking Permit Fees (TRP Policy)
Administrative Fee	\$30.00	\$52.50
Parking Meter Hooding Fee	\$25.00 per day for first 20 days (paid parking days for one month) = \$500.00 + \$18.00 per day for next 40 paid parking days = \$720.00	\$240.00 per month for 3 months = \$720.00 (minimum three months)
TOTAL	\$1,250.00	\$772.50

Parking Permit Fees for Two Metered Spaces for Six Months:
 (two spaces required for a food trucks longer than 6.7 metres)

Charges	Current Parking Permit Fees (Meter Hooding Program)	Proposed Parking Permit Fees (TRP Policy)
Administrative Fee	\$30.00	\$52.50
Parking Meter Hooding Fee	$\$25.00$ per day for first 20 days $= \$500.00 \times 2$ spaces $=$ \$1,000.00 + $\$18.00$ per day for 100 days $= \$1,800.00 \times 2$ spaces $=$ \$3,600.00	\$240.00 per month for 6 months $= \$1,440.00 \times 2$ parking spaces $=$ \$2,880.00
TOTAL	\$4,630.00	\$2,932.50

Parking Permit Fees for One Metered Space for Four Months:

Charges	Current Parking Permit Fees (Meter Hooding Program)	Proposed Parking Permit Fees (TRP Policy)
Administrative Fee	\$30.00	\$52.50
Parking Meter Hooding Fee	Four-month payment option not available under current policy. Operator required to pay fee for six-month meter hooding permit $=$ \$2,300.00	\$240.00 per month for 4 months $=$ \$960.00
TOTAL	\$2,330.00	\$1,012.50