



**City of Humboldt**  
**August 14, 2023 - Special Council Meeting - 05:15 PM**

- 1 Call To Order**
- 2 Adopt Agenda**
  - 2.1 Conflict of Interest
- 3 Public Hearing - Discretionary Use Application**
  - 3.1 Suspend Council Meeting
  - 3.2 Public Hearing - Discretionary Use - Family Child Care Home, Type II
    - 📎 Public Hearing - Discretionary Use - Family Child Care Home, Type II
  - 3.3 Resume Meeting
- 4 New Business**
  - 4.1 Recommendation - Community Development Coordinator - Discretionary Use - Family Child Care Home, Type II 218 14th Street
    - 📎 Report- Discretionary Use - Family Child Care Home, Type II 218 14th Street
  - 4.2 Recommendation - Director of Public Works & Utilities - Special Event Road Closure Request - A&W
    - 📎 Report - Special Event Road Closure Request - A&W
- 5 Adjourn**



**CITY OF HUMBOLDT REPORT**

**TITLE:** Public Hearing – Discretionary Use – Family Child Care Home, Type II – 218 – 14<sup>th</sup> Street

**PREPARED BY:** Donna Simpson, Acting City Clerk

**REVIEWED BY:** Joe Day, City Manager

**PREPARED FOR:** City Council

**DATE:** August 14, 2023

**RECOMMENDATION:**

That this report be accepted for information and filed.

**BACKGROUND**

The City of Humboldt has received a discretionary use application from Lily Bugs Daycare to set up a **Family Child Care Home, Type II** at 218 14<sup>th</sup> Street; legally described as Lot A, Block 75, Plan 101850320.

**CURRENT SITUATION**

Family Child Care Homes, Type II are considered a discretionary use in the R2 Zoning District within the City’s Zoning Bylaw No. 04/2016.

*Family Child Care Home: an accessory use to a one unit dwelling, two unit dwelling, manufactured home, semi-detached dwelling or townhouse, where the occupants of the dwelling provide child care services, supervision or pre-school services. Family Child Care Home, Type II: a family child care home where the total number of children under care or supervision, including the number of children who are resident in the dwelling, exceeds four but does not exceed twelve.*

In accordance with Section 24 (1)( c) of the Planning and Development Act, 2007, an approving authority may follow its public notice policy respecting any matters relating to an application for discretionary use pursuant to Section 55.

**COMMUNICATION AND ENGAGEMENT**

The Notice was posted at City Hall, the City’s web site, and social media platforms for ten clear days prior to the Special Council meeting on August 14<sup>th</sup>, 2023, at which Council will initially consider the matter. The landowners within 75 meters of the application were notified of the public hearing. Those wishing to submit their comments on this matter



must have made their submission to the Acting City Clerk by noon on Thursday, August 10<sup>th</sup>, 2023.

**FINANCIAL IMPLICATION**

There is no anticipated financial impact of the recommended action.

**ATTACHMENT**

- Letter from resident Robin Sheldon

**CONCLUSION**

The Acting City Clerk did receive one written submission but no requests to address Council in regard to the discretionary use of the family child care home, type II.

I, a ratepayer in the vicinity of 218 14th St. Would like to begin this address by thanking the Council and Staff for the opportunity to address some concerns regarding the discretionary use at 218 14th St.

Article 3.10.3(1) speaks to maintaining the density of the zoning district – There are already two daycares in this area, one with up to 10 children and live in family caregivers. The second being a 40 child childcare center that city council approved last year which is located within 25m of 218 14<sup>th</sup> street.

Article 3.10.3(2) speaks to roadways – there are some serious public safety issues that come to mind with regard to roadways and snow removal. 14<sup>th</sup> street is the last priority route when referencing the City of Humboldt's document on snow removal. A priority 3 route may be many days without snow removal depending on a number of uncontrollable variables like duration of the storms and successive storms necessitating the need to go back to work on priority 1 and 2 routes. We can attest to the snow removal situation on the street. 14th street for the majority of the snow season is usually down to one lane with piles of snow on the sides of the street that obscure traffic and make accessing property difficult. Increased traffic from multiple childcare homes will make navigating the street even more difficult.

Further public safety concerns include the ability for Emergency Response vehicles to attend our area – Fire, Police & Ambulance. Congestion with winter snowfalls with the added complication of increased traffic will negatively affect the safety for our current residential environment. In the past there have been numerous incidents at the dwelling next door to 218 14th where there was RCMP vehicles present, & even a Forensic Identification Vehicle on one occasion. Little was told to the residents about these circumstances but what we do know is that this was not a onetime occurrence for Police presence at that location.

Article 3.10.3(5) states that “the proposal must demonstrate that any additional traffic generated by the use, can be adequately provided for in the existing parking and access arrangements.” The subsequent line in the article is “where this is not possible further appropriate provisions shall be made so as to ensure no adverse parking or access effects occur.” This is a huge ask for a residential street to absorb the extraordinary increase in traffic over more than 12 hours of the day being there is a childcare center directly across the street. Street parking is already limited especially during the snow season, and there are going to be some significantly busy times of the day during drop off and pick up time depending on the family schedules. We too have to be able to move on our street not just the day care families.

I appreciate the indulgence of the Council as this is once again a large change being planned/added to our residential area. There are a number of concerns and significant issues such as public safety, density of the zoning district, traffic pattern disruption, snow removal and parking.

## CITY OF HUMBOLDT REPORT

**TITLE:** Discretionary Use Report – Family Child Care Home, Type II – 218 14<sup>th</sup> St.

**PREPARED BY:** Tanner Zimmerman, Community Development Coordinator.

**REVIEWED BY:** Joe Day, City Manager

**PREPARED FOR:** Special Council

**DATE:** August 14<sup>th</sup>, 2023

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### RECOMMENDATION

That the Discretionary Use Application to allow for the operation of the proposed *Family Care Home – Type II* at 218 14<sup>th</sup> St., legally described as Lot A Block 75 Plan No. 101850320, with the condition that a maximum of 12 children be approved.

### BACKGROUND

The City of Humboldt has received a discretionary use application from Brandi Roettger to operate a daycare out of her home located on 218 14<sup>th</sup> St.

The activities carried out by Ms. Roettger are regulated in *The Child Care Act, 2014* and *The Child Care Regulations, 2015* overseen by the Government of Saskatchewan.

In *The Zoning Bylaw, 2016*, a home-based daycare is considered discretionary use in any residential area if it is deemed to be a Family Child Care Home, Type II. A Family Child Care Home is defined as, “an accessory use to a one-unit dwelling, two unit dwelling, manufactured home, semi-detached dwelling or townhouse, where the occupants of the dwelling provide child care services, supervision or pre-school services. A Family Child Care Home, Type II is defined as, “a family childcare home where the total number of children under care or supervision, including the number of children who are resident in the dwelling, exceeds four but does not exceed twelve.”

S.3.10.3 of *The Zoning Bylaw, 2016* requires that a Discretionary Use be reviewed using the following evaluation criteria:

- i) Conformance with the Official Community Plan and applicable sections of the Zoning Bylaw;

- ii) Serviceability by community infrastructure including roadways, water & sewer services, etc.;
- iii) The potential effect of noise, odour, dust, lighting, glare, vibrations, emissions, hazardous substances, etc. to the health, safety, convenience or general welfare of persons residing or working within the vicinity or injurious effects to property, or potential development in the vicinity of the project;
- iv) Landscaping and screening, and, wherever applicable, the preservation existing vegetation;
- v) Potential traffic generation by the use, and the ability for existing roadways to accommodate for the use, as well as the adequate provision of parking accommodations;
- vi) Presence of activities located in the area and on the site, and effects to the surrounding urban environment.
- vii) Pedestrian safety and convenience both within the site, and in terms of the relationship to the road network in and around the adjoining area;
- viii) All operations shall comply with all regulations of Saskatchewan Environment and Saskatchewan Labour which govern their operation and development; and
- ix) Traffic entrances and exits to or from major roadways and truck routes.

In November of 2022, approval was granted for a daycare facility in the same area. This business also went through the discretionary use process.

## **CURRENT SITUATION**

Ms. Roettger lives in an R2 zone and has a capacity for 16 children, however, the maximum number of children at one time for a Family Child Care Home, Type II is 12. The capacity is based on provincial legislation regulating the maximum child to caretaker ratio as 8:1. Ms. Roettger will be operating the business with a business partner as outlined in Attachment #1. The maximum of 12 children is outlined in the definition of “Family Child Care Home, Type II” in section 2 of *The Zoning Bylaw, 2016*.

According to Table 10-2 of *The Zoning Bylaw, 2016*, the development standards replicate those set forth for any single-family, detached residential use. A Family Child Care Home – Type II falls under parking category 16 which states, “1 space plus 1 additional space per every 10 persons enrolled in the facility per day.” Additionally, a Home-Based Business – Type II requires 1 space for the resident and 1 space for any other “employees” of the business. With a maximum of twelve children under the care of Ms. Roettger, 3 parking spaces would be required to satisfy the parking requirements. Ms. Roettger will have enough parking to fulfill the requirements. No further improvements are required to the building in which the business will operate.

Other zoning regulations are satisfied by S.3.10.3 of *The Zoning Bylaw* which governs this discretionary use application.

## **OPTIONS**

- Approve the recommendation as presented.
- Deny the application.
- Refer the matter back to Administration for further information.

## **ATTACHMENTS**

1. A letter from Ms. Roettger explaining her stance.
2. Map location showing properties within 75m.
3. Pictures of the inside and location of the home-based business as provided by Ms. Roettger.

## **COMMUNICATION AND ENGAGEMENT**

In the lead up to the proposed public meeting for August 14<sup>th</sup>, 2023, the City will undertake all required communications relating to public notice and consultation that relate to discretionary use applications.

## **FINANCIAL IMPLICATION**

There is no anticipated financial impact of the application.

## **CONCLUSION**

Ms. Roettger's business will satisfy a growing need for childcare within the City of Humboldt. The zoning requirements are satisfied, and the family child-care home will be to operate harmoniously with nearby businesses of similar operation. Ms. Roettger has made it clear that she wishes to begin operation as soon as possible. The only requirement left to fulfill is that of council approval.

# Attachment #1

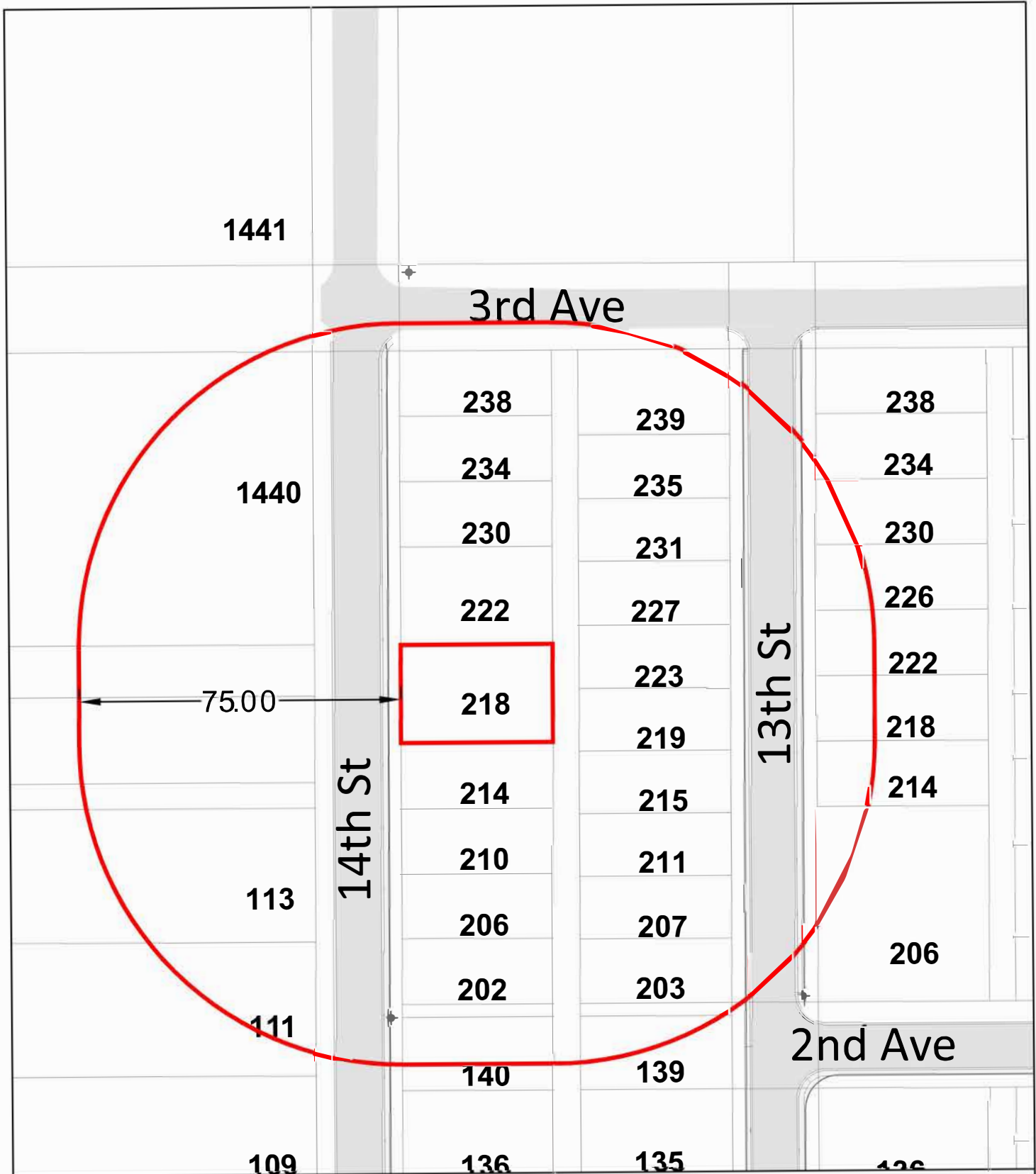
To whom this may concern,

My business partner and I want to open a daycare in Humboldt to provide a place for children while their parents work, as well as before and after school. As you probably know there is a high demand for child care as the current daycares have long waiting lists, as parents we know how difficult it is to find child care in and around Humboldt. Our business will be called Little Lily Bugs Daycare, located at 218 14th street which is Brandi's home and our hours of operation will be 7am till 5pm. We will provide children with a safe and fun environment where they can play with supervision inside my home and outside in a fenced yard. This will include creative and educational activities, preparing and serving snacks and lunch, and maintaining a clean environment for the children. We are both mothers who are primary care givers to our children and whom practice patience everyday with our little ones. I myself have an 8 year old and my partner Tabitha has 2 kids who are under the age of 5 and we both have lots of experience being around other children. As of July 18th we will both be certified in First Aid and CPR. In my home we have set up a big play room with lots of different aged toys organized in it, as well as a baby toy bucket located in my living room for younger children. We will have 2 baby gates that block both sections of a few steps in my home, play pens for younger children to nap, high chairs for little ones to eat in, a big table to sit at during meal and snack time, operating smoke detectors and 2 bathrooms to share with all children!

We both really hope you take into consideration how much our city needs more child care and we appreciate your time!!

Sincerely,  
Brandi and Tabitha



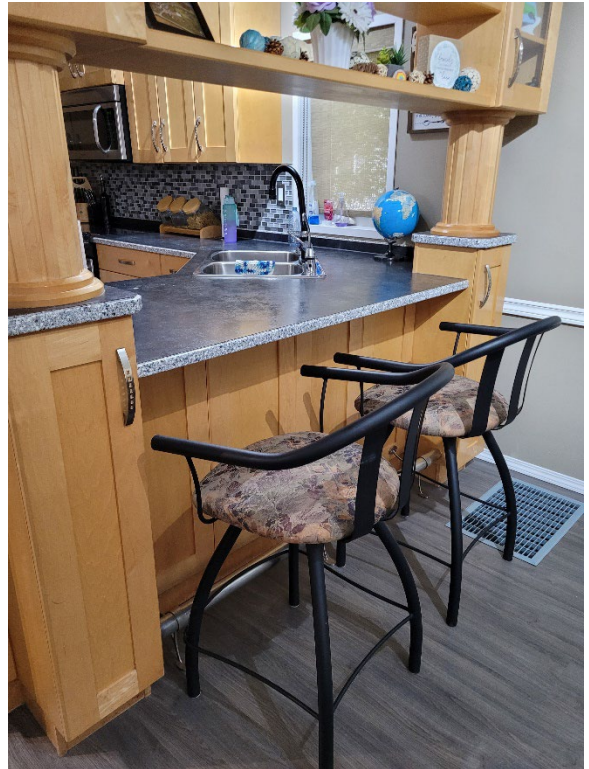
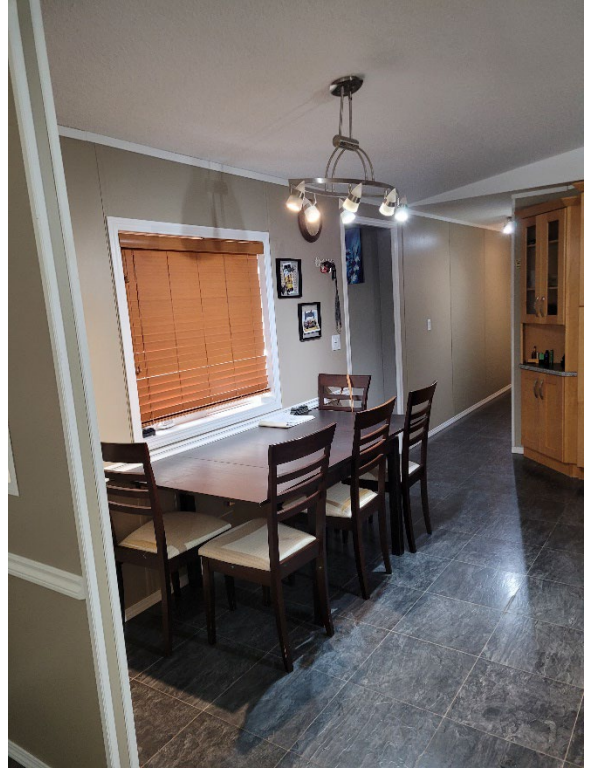


Notes:

- 75m Setback in Red from 218 14th St

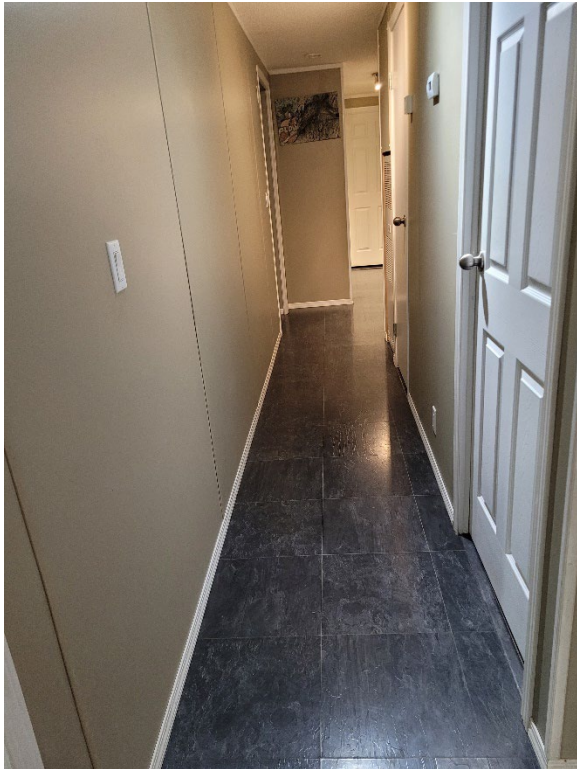
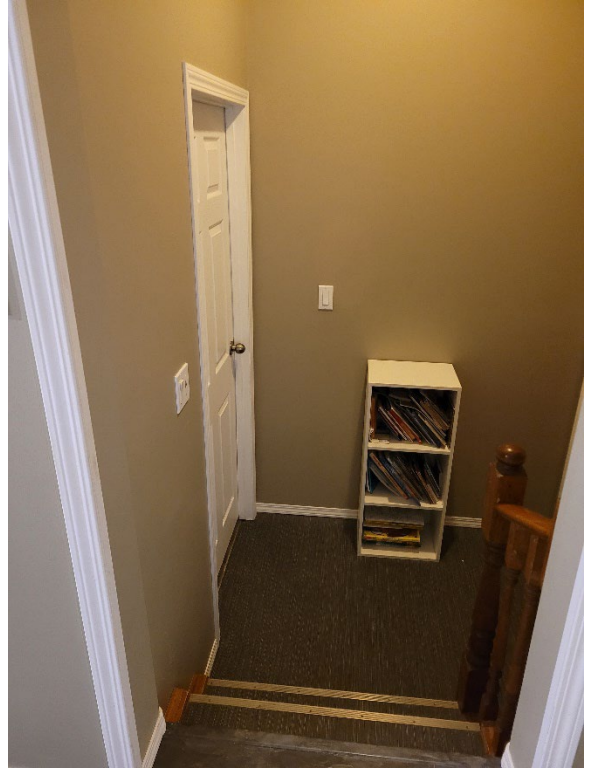


# Attachment # 3



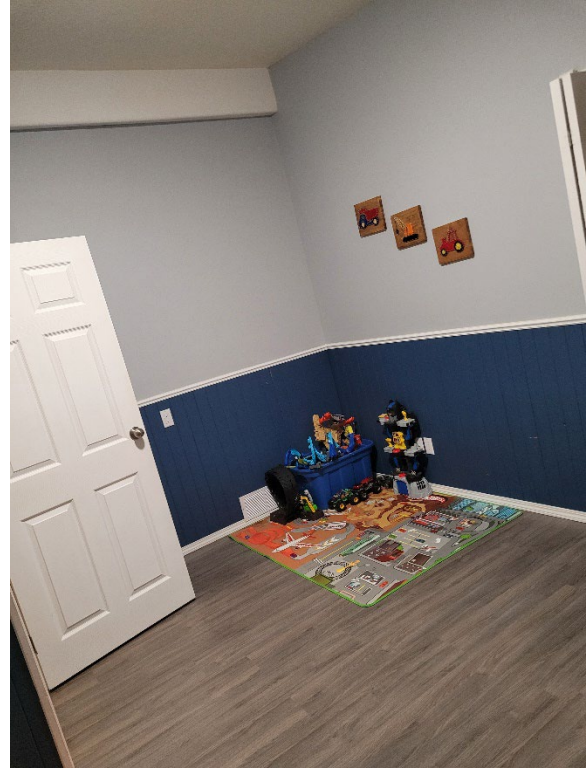


# Attachment # 3





# Attachment # 3



## CITY OF HUMBOLDT REPORT

**TITLE:** Special Event Road Closure Request – A&W  
**PREPARED BY:** Peter Bergquist A.Sc.T; Public Works and Utilities Director  
**REVIEWED BY:** Joe Day, City Manager  
**PREPARED FOR:** Special City Council  
**DATE:** August 14, 2023

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### RECOMMENDATION

That the City approves the special event temporary closure of 15<sup>th</sup> Street from 8<sup>th</sup> Avenue to approximately 38m south of 8<sup>th</sup> Avenue on August 17<sup>th</sup> from 2pm to 8pm.

### BACKGROUND

For the last several years, A&W has been approved to close a portion of 15<sup>th</sup> Street south 8<sup>th</sup> Avenue for a car show for MS.

### CURRENT SITUATION

A&W is again requesting closure of 15<sup>th</sup> Street from 8<sup>th</sup> Avenue to approximately 38m south of 8<sup>th</sup> Avenue on August 17<sup>th</sup> from 2pm to 8pm.

### OPTIONS

- Approve the temporary closure
- Not approve the temporary closure

### ATTACHMENTS

N/A

### COMMUNICATION AND ENGAGEMENT

The A&W will be made aware of the decision.

### FINANCIAL IMPLICATION

Barricades will be supplied by the city at no cost as this is a not-for-profit special event for MS.

### CONCLUSION

The event has been safe and successful in the past.