

**City of Kelowna  
Regular Council Meeting  
AGENDA**



Monday, April 13, 2015  
1:30 pm  
Council Chamber  
City Hall, 1435 Water Street

**Pages**

**1. Call to Order**

This meeting is open to the public and all representations to Council form part of the public record. A live audio feed is being broadcast and recorded by CastaNet and a delayed broadcast is shown on Shaw Cable.

**2. Confirmation of Minutes**

5 - 9

Regular PM Meeting - March 30, 2015

**3. Public in Attendance**

**3.1 Tourism Kelowna**

10 - 30

Annual presentation to Council by President & CEO, Nancy Cameron.

**4. Committee Reports**

**4.1 Airport Advisory Committee Terms of Reference and Membership Appointments**

31 - 36

To amend the Terms of Reference for the Airport Advisory Committee and to appoint the members of the community-at-large and the aviation industry representative.

**4.2 Agricultural Advisory Committee Terms of Reference and Membership Appointments**

37 - 44

To amend the Terms of Reference for the Agricultural Advisory Committee and to appoint the members.

## 5. Development Application Reports & Related Bylaws

### 5.1 3990 Swamp Road, A15-0002 - Martin Weiss 45 - 53

To consider supporting the Mission Creek Working Group's subdivision proposal which will be considered by the Agricultural Land Commission (ALC).

### 5.2 605 Wallace Road, Z15-0003 - Robert John Volk & Gwendlyn Genevive Miller 54 - 64

To rezone the subject property from RR3 - Rural Residential 3 to RR3C - Rural Residential 3 with a carriage house.

### 5.3 605 Wallace Road, BL11079 (Z15-0003) - Robert John Volk & Gwendlyn Genevive Miller 65 - 65

To give Bylaw No. 11079 first reading in order to rezone the subject property.

### 5.4 OCP14-0002 & TA14-0001 - I6 Zoning Bylaw Text Amendment 66 - 81

To amend the Official Community Plan to clarify Development Permit Guidelines in Limited Industrial Areas and to amend the Zoning Bylaw to amend permitted uses and building forms in the I6 - Transitional Industrial Zone.

### 5.5 BL11077 (OCP14-0002) - Amendments to Chapter 14, Urban Design DP Guidelines 82 - 84

**Requires a majority of all members of Council (5).**

To give Bylaw No. 11077 first reading in order to amend the Official Community Plan to clarify Development Permit Guidelines in Limited Industrial areas.

### 5.6 BL11082 (TA14-0001) - Amendment to Section 15, Industrial Zones 85 - 89

To give Bylaw No. 11082 first reading in order to amend Zoning Bylaw No. 8000.

## 6. Non-Development Reports & Related Bylaws

### 6.1 2015 Citizen Survey 90 - 127

To provide Council with the results of the 2015 Citizen Survey.

### 6.2 GFOA Budget and Reporting Awards 128 - 130

To inform Council of the City of Kelowna's recently received Government Finance Officers Association (GFOA) awards for financial reporting and budget presentation and highlight a new budget video that aims to visually represent the City's budget process in terms Kelowna property owners can relate to.

<b>6.3</b>	<b>Amendment to the 2014 Development Cost Charge Reserve Fund Expenditure Bylaw No. 10949</b>	131 - 132
	To reflect actual expenditures included in the 2014 Development Cost Charge Reserve Fund Expenditure Bylaw.	
<b>6.4</b>	<b>BL11075 - Amendment No. 1 to Development Cost Charge Reserve Fund Expenditure Bylaw, 2014</b>	133 - 133
	To give Bylaw No. 11075 first, second and third readings in order to amend Development Cost Charge Reserve Fund Expenditure, 2014, Bylaw No. 10949.	
<b>6.5</b>	<b>Complimentary Downtown Parking for Small Shop Promotion Days in 2015</b>	134 - 136
	To obtain approval from Council to provide complimentary on-street parking in the downtown area on three (3) dates in 2015.	
<b>6.6</b>	<b>Interim Parking Strategy for Downtown Kelowna</b>	137 - 167
	To provide Council with information on the management of parking during the increased development and parkade construction period and to obtain endorsement for the implementation of measures to increase the supply of longer term parking in this area.	
<b>7.</b>	<b>Bylaws for Adoption (Non-Development Related)</b>	
<b>7.1</b>	<b>1079 Curtis Road (Portion of Road Adjacent to), BL11050 - Road Closure</b>	168 - 169
	<b>Mayor to invite anyone in the public gallery who deems themselves affected by the proposed road closure to come forward.</b>	
	To adopt Bylaw No. 11050 in order to authorize the City to permanently close and remove the highway dedication of a portion of highway.	
<b>7.2</b>	<b>BL11061 - Parcel Tax Bylaw for Local Area Service for the Bernard Avenue Revitalization Project</b>	170 - 171
	To adopt Bylaw No. 11061 in order to impose a parcel tax under Section 200 of the <i>Community Charter</i> on the benefiting parcels.	
<b>7.3</b>	<b>1502-1504 &amp; 1506 Sutherland Avenue (Portion of), BL11063 - Road Closure</b>	172 - 173
	<b>Mayor to invite anyone in the public gallery who deems themselves affected by the proposed road closure to come forward.</b>	
	To adopt Bylaw No. 11063 in order to authorize the City to permanently close and remove the highway dedication of a portion of highway.	
<b>7.4</b>	<b>BL11076 - Amendment No. 7 to Solid Waste Bylaw No. 10106</b>	174 - 174
	To adopt Bylaw No. 11076 in order to amend Solid Waste Bylaw No. 10106.	

**8. Mayor and Councillor Items**

## 9. Termination





## City of Kelowna Regular Council Meeting Minutes

Date: Monday, March 30, 2015  
 Location: Council Chamber  
 City Hall, 1435 Water Street

Members Present Mayor Colin Basran, Councillors Maxine DeHart, Ryan Donn, Gail Given, Tracy Gray, Charlie Hodge, Brad Sieben and Luke Stack

Members Absent Councillor Mohini Singh

Staff Present City Manager, Ron Mattiussi; City Clerk, Stephen Fleming; Subdivision, Agriculture and Environment Planner, Damien Burggraeve\*; Public Works Manager, Darryl Astofooroff\*; Civic Operations Director, Joe Creron\*; Parks Services Manager, Ian Wilson\*; Urban Forest Health Technician, Andrew Hunsberger\*; Fire Chief, Jeff Carlisle\*; Deputy City Manager, Paul Macklem\*; Real Estate Services Manager, John Saufferer\*; Council Recording Secretary, Arlene McClelland

### 1. Call to Order

Mayor Basran called the meeting to order at 1:31 p.m.

Mayor Basran advised that the meeting is open to the public and all representations to Council form part of the public record. A live audio feed is being broadcast and recorded by CastaNet and a delayed broadcast is shown on Shaw Cable.

### 2. Confirmation of Minutes

Moved By Councillor Hodge/Seconded By Councillor Donn

R227/15/03/30 THAT the Minutes of the Regular Meetings of March 16, 2015 confirmed as circulated.

Carried

### 3. Development Application Reports & Related Bylaws

3.1 4975 Buckhaven Court, OCP15-0003 & Z14-0057 - Vincent & Pamela Blaskovich

#### Staff:

- Provided a PowerPoint presentation summarizing the application and responded to questions from Council.

Moved By Councillor Stack/Seconded By Councillor Given

**R228/15/03/30** THAT Official Community Plan Bylaw Amendment No. OCP15-0003 to amend Map 4.1 of the Kelowna 2030 - Official Community Plan Bylaw No. 10500, by changing the Future Land Use designation of portions of Lot A, Sections 20 and 29, Township 29, SDYD, Plan KAP44335, Except Plans KAP92565, EPP23066 and EPP31364, located on 4975 Buckhaven Court, Kelowna, BC from the MRC - Multiple Unit Residential - Cluster Housing designation to the PARK - Major Park / Open Space, PSU - Public Services / Utilities and S2RES - Single / Two Unit Residential designations, from the S2RES - Single / Two Unit Residential designation to the PARK - Major Park / Open Space and PSU - Public Services / Utilities designations, and from the S2RESH - Single / Two Unit Residential - Hillside designation to the PARK - Major Park / Open Space and S2RES - Single / Two Unit Residential designations, as shown on Map "A" attached to the Report of the Subdivision, Agriculture & Environment Department, dated March 18, 2015, be considered by Council;

AND THAT Council considers the Public Hearing public process to be appropriate consultation for the purpose of Section 879 of the Local Government Act, as outlined in the Report of the Subdivision, Agriculture & Environment Department, dated March 18, 2015;

AND THAT Rezoning Application No. Z14-0057 to amend the City of Kelowna Zoning Bylaw No. 8000 by changing the zoning classification of portions of Lot A, Sections 20 and 29, Township 29, SDYD, Plan KAP44335, Except Plans KAP92565, EPP23066 and EPP31364, located on 4975 Buckhaven Court, Kelowna, BC, from the A1 - Agriculture 1 zone to the P3 - Parks and Open Space, P4 - Utilities and RU1 - Large Lot Housing zones, as shown on Map "B" attached to the Report of the Subdivision, Agriculture & Environment Department, dated March 18, 2015, be considered by Council;

AND THAT the Official Community Plan Bylaw Amendment Bylaw and the Zone Amending Bylaw be forwarded to a Public Hearing for further consideration;

AND FURTHER THAT final adoption of the Official Community Plan Bylaw Amendment Bylaw and the Zone Amending Bylaw be considered subsequent to the issuance of a Preliminary Layout Review Letter by the Approving Officer.

Carried

**3.2 4975 Buckhaven Court, BL11072 (OCP15-0003) - Vincent & Pamela Blaskovich**

Moved By Councillor Hodge/Seconded By Councillor Gray

**R229/15/03/30** THAT Bylaw No. 11072 be read a first time;

AND THAT the bylaw has been considered in conjunction with the City's Financial Plan and Waste Management Plan.

Carried

**3.3 4975 Buckhaven Court, BL11073 (Z14-0057) - Vincent & Pamela Blaskovich**

Moved By Councillor Gray/Seconded By Councillor Hodge

**R230/15/03/30** THAT Bylaw No. 11073 be read a first time.

Carried

**4. Non-Development Reports & Related Bylaws**



#### 4.1 Snow & Ice Control and the Extraordinary Event of 2015

Staff:

- Provided a PowerPoint presentation summarizing the 2014/2015 snow removal efforts in general and the early January 2015 snow storm in particular and responded to questions from Council.

Moved By Councillor DeHart/Seconded By Councillor Sieben

R231/15/03/30 THAT Council receives for information, the report from the Public Works Manager dated March 20, 2015 with respect to Snow & Ice Control and the extraordinary event of 2015.

Carried

#### 4.2 Amendment to Solid Waste Management Regulation Bylaw No. 10106

Staff:

- Provided an overview of the fee reduction amendments and responded to questions from Council.

Moved By Councillor Given/Seconded By Councillor DeHart

R232/15/03/30 THAT Council receive for information, the Report from the Public Works Manager, dated March 24, 2015 recommending that Council adopt changes to the City of Kelowna Solid Waste Management Regulation Bylaw No. 10106;

AND THAT Bylaw No. 11076 being amendment No. 7 to the Solid Waste Management Regulation Bylaw No. 10106 be forwarded for reading consideration.

Carried

#### 4.3 BL11076 - Amendment No. 7 to Solid Waste Bylaw No. 10106

Moved By Councillor DeHart/Seconded By Councillor Stack

R233/15/03/30 THAT Bylaw No. 11076 be read a first, second and third time.

Carried

#### 4.4 Wildfire Fuel Mitigation through Controlled Burning on City Property

Staff:

- Provided an overview of the report and responded to questions from Council.

Moved By Councillor Sieben/Seconded By Councillor Donn

R234/15/03/30 THAT Council approves staff to complete controlled burning on city-owned property in the McKinley area through a burning permit issued by the Kelowna Fire Department, to reduce the wildfire hazard within the wildland-urban interface.

Carried

#### 4.5 Kelowna Fire Department (KFD) Fire Equipment Capital Reserve

Staff:

- Provided an overview of the reasons for the Capital Reserve amendments and requests for additional funds for the two fire engines and responded to questions from Council.

Council:

- Separated staff's recommendation into three separate resolutions.
- Changed the first recommendation by replacing "approves" with "receives".

Moved By Councillor Stack/Seconded By Councillor Donn

R235/15/03/30 THAT Council receives the Fire Equipment Capital Reserve Plan 2015-2035 (attached as Schedule A) and that the proposed changes to the contribution to reserve be brought forward as part of the 2016 budget process.

Carried

Moved By Councillor Stack/Seconded By Councillor Donn

R236/15/03/30 THAT Council approves a 2015 budget amendment increasing the \$600,000 budget for a fire engine, included in the 2015 provisional budget, by \$130,000 to a total of \$730,000 with funding from the Fire Equipment Replacement Reserve.

Carried

Moved By Councillor Hodge/Seconded By Councillor Gray

R237/15/03/30 THAT Council considers an additional request of \$730,000 to purchase a 2nd fire engine as an emergent issue at final budget.

Defeated

Mayor Basran, Councillors DeHart, Donn, Given and Stack - Opposed

Moved By Councillor Donn/Seconded By Councillor DeHart

R238/15/03/30 THAT a request for a second fire engine be deferred to the 2016 budget cycle.

Carried

#### 4.6 2-2323 Hunter Road - Property Leased to City of Kelowna

Staff:

- Provided a PowerPoint Presentation summarizing the reasons for entering into the lease agreement.

Moved By Councillor Donn/Seconded By Councillor Gray

R239/15/03/30 THAT Council approve the City entering into a one (1) year Lease Agreement with a one (1) year renewal term with Modot Ventures Inc., for industrial storage space at 2323 Hunter Road, in the form attached to the Report of the Manager, Real Estate Services, dated March 30, 2015;

AND THAT the Mayor and City Clerk be authorized to execute all documents necessary to complete the transaction;

AND THAT all costs associated with the Lease Agreement in 2015 be charged to the Building Services operating budget;

AND FURTHER THAT all costs associated with the Lease Agreement in 2016 and 2017 be funded through budget line item requests for those respective years.

Carried

5. Bylaws for Adoption (Non-Development Related)

5.1 BL11023 - Amendment No. 2 to Parks and Public Spaces Bylaw No. 10680

Moved By Councillor Sieben/Seconded By Councillor DeHart

R240/15/03/30 THAT Bylaw No. 11023 be adopted.

Carried

5.2 BL11024 - Amendment No. 10 to Bylaw Notice Enforcement Bylaw No. 10475

Moved By Councillor DeHart/Seconded By Councillor Stack

R241/15/03/30 THAT Bylaw No. 11024 be adopted.

Carried

6. Mayor and Councillor Items

Councillor DeHart:

- Spoke to her attendance along with Mayor Basran at the Valley First Credit Union sponsorship naming ceremony at the Kelowna United Soccer Dome.

Councillor Sieben:

- Spoke to the recent Integrated Pest Management Achievement Award won by the Sterile Insect Release Program in March.

Councillor Hodge:

- Spoke to his attendance at the Habitat for Humanity Fundraiser Event in Peachland on Thursday, March 26<sup>th</sup>.

Councillor Gray:

- Expressed her wishes for a Happy Easter.

Mayor Basran:

- Congratulated the winners at the recent Okanagan Arts Awards.

7. Termination

This meeting was declared terminated at 3:29 p.m.

\_\_\_\_\_  
Mayor

/acm

  
\_\_\_\_\_  
Cjty Clerk





# City of Kelowna

April 13, 2015

# Mission

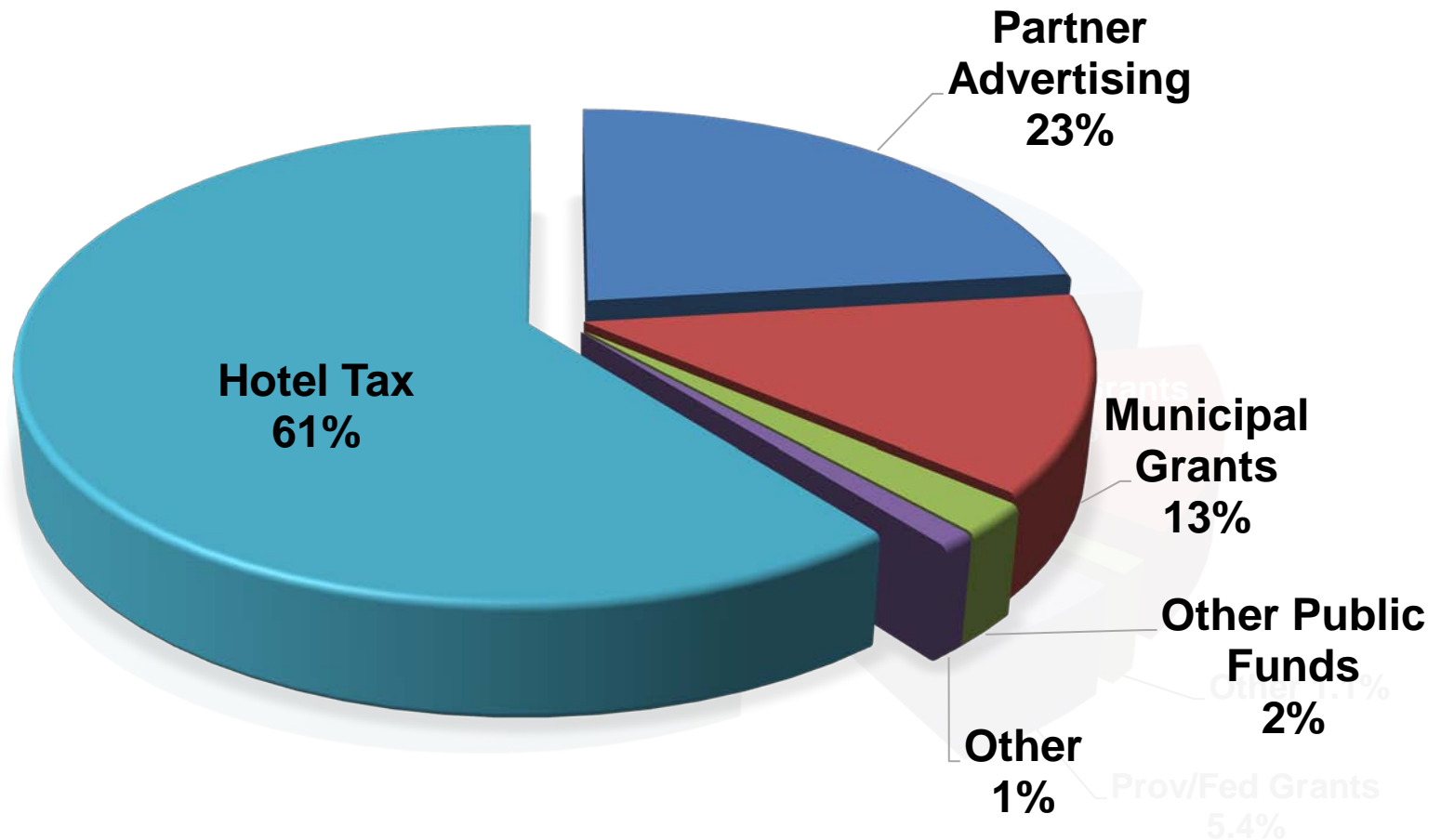
To generate overnight visitor demand to economically benefit Kelowna and its neighbouring communities.

## Key Result Areas

1. Undertake effective destination marketing, sales, and service
2. Encourage the development of our destination
3. Operate with excellence

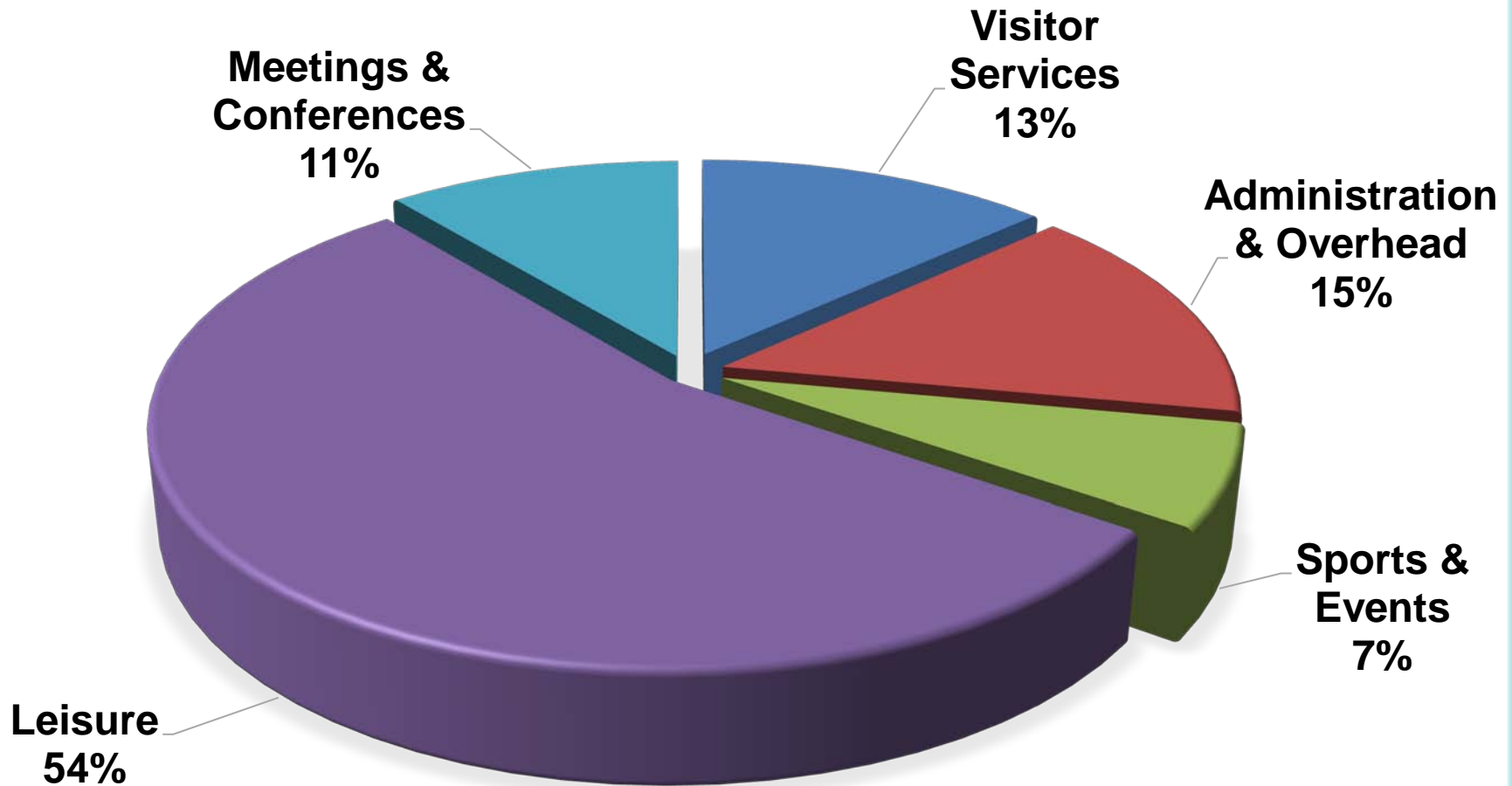
# 2014-15 Revenue Sources

Total Revenue: \$2,708,453





# Budget Allocation

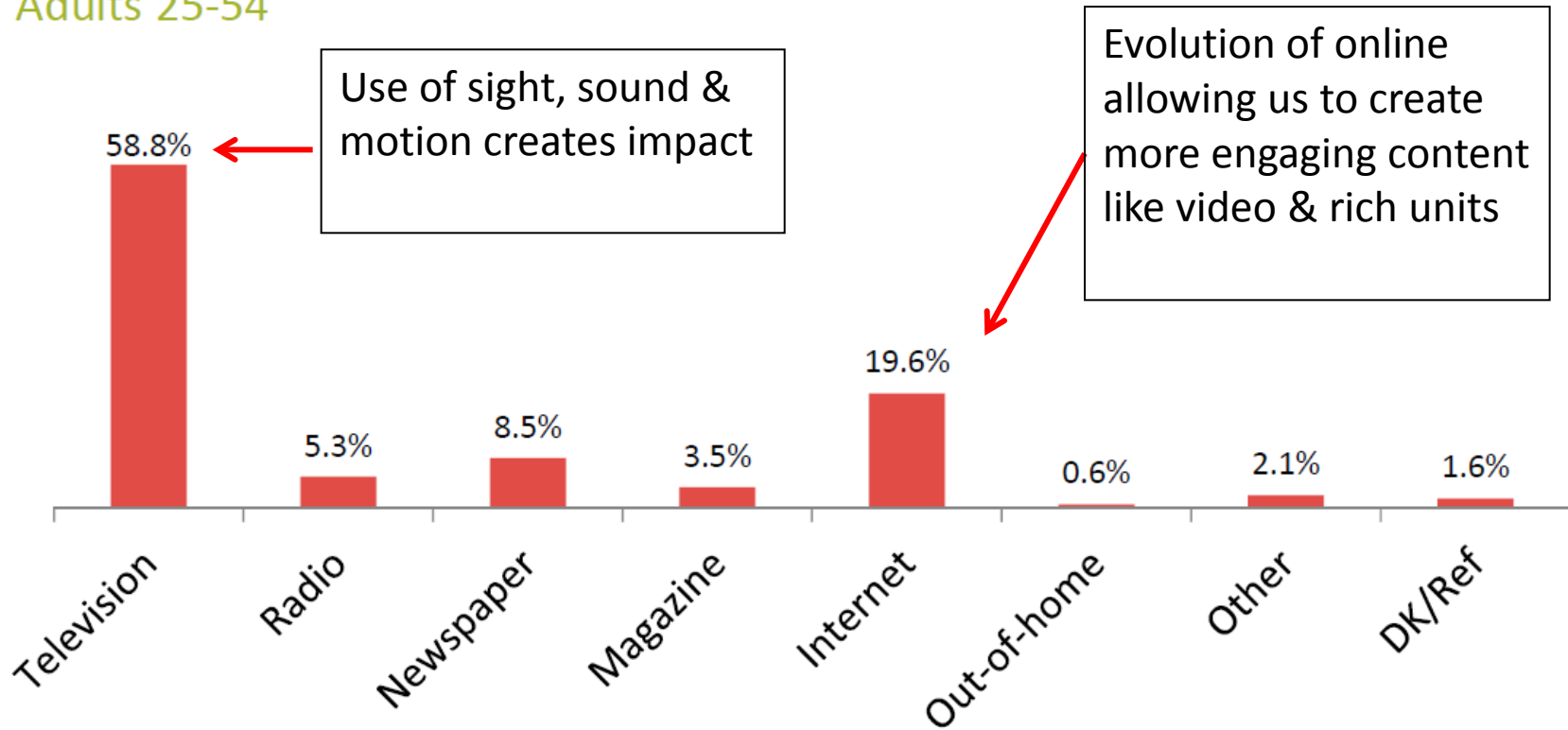




**Leisure – Spring, Summer, Fall**

# Most Influential Mediums

Adults 25-54



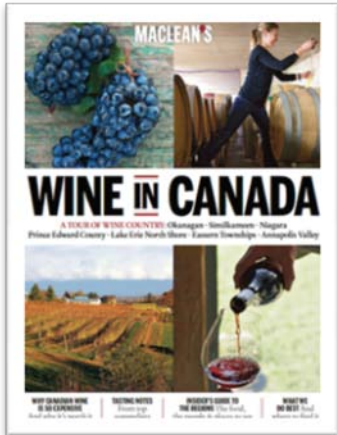
Q. Which ONE of the following media carries advertising that you believe to be the most influential?

Source: BBM Analytics March 2013 – TVB Attitudinal Survey 2013

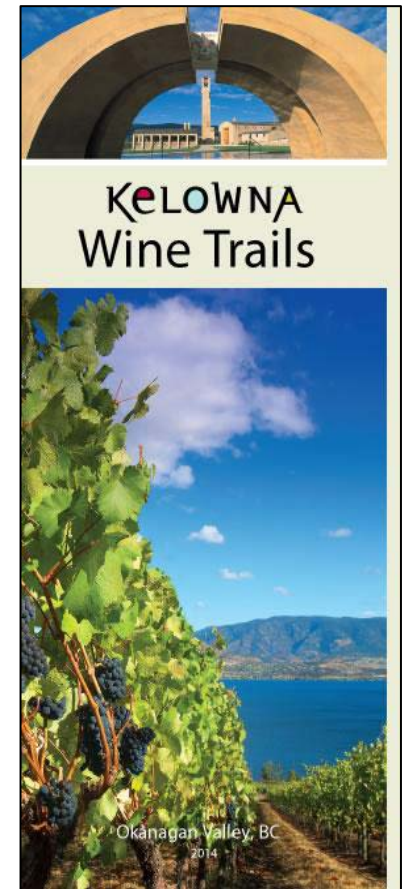
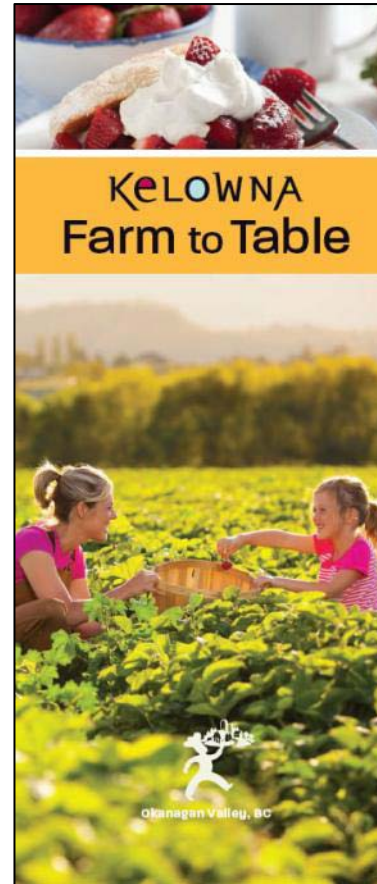


# Wine, Food & Agri-tourism

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 March is Nutrition Month, and to help inspire you to get healthy we've compiled 31 healthy dinner recipes.


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**Magazine**  
 Gay Calgary® Magazine

**Vancouver, BC**  
**"Spectacular by Nature"**  
 Travel by Rob Diaz-Marino (From Gay Calgary® Magazine, April 2014, page 32)

It wasn't long after disembarking from the Victoria ferry that we got ourselves into the thick of Vancouver's rush hour traffic—and a dense mist that had descended on the city. Movement was steady as we made our way to check in at the Opus Hotel Vancouver. However the change in pace from the peaceful Kelowna and laid back Victoria was quite jarring to us, as we fought our way around the highly modern and trendy décor in the hotel lobby as we brought in our luggage. The valet took our car, and we were shown up to our room.

This momentary stress quickly faded away as we were each offered a glass of Champagne while checking in at the front desk. It was hard to resist lingering around at the highly modern and trendy décor in the hotel lobby as we brought in our luggage. The valet took our car, and we were shown up to our room.

There were surprises around every turn for us. Even the trip up to the 5th floor on the elevator wowed us, what with the near night-club atmosphere therein: low lighting with colour-shifting LEDs and energetic music. Then, in the hallway there was an intoxicatingly good smell of men's cologne (which we later found out to be piped-in scents of vanilla and...sage?).

The room itself was as much of a spectacle too, with its bright orange walls, modern furniture, a gorgeous bathroom, and a glass wall between the bathtub and the bed! Sure, it has curtains that you can close—but they were on the bedroom side. Steve and I immediately had some naughty thoughts, which we had to put on hold because we were due elsewhere for dinner.

We arrived at Monom restaurant somewhat on time for our 7pm dinner—delayed mostly by our difficulty finding parking in the area. This was understandable as the popular Thai restaurant is located along a fairly busy strip.

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 A dragon statue on the shores of Stanley Park

 [View more](#)




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**Diner Name:** michael winte

**Restaurant Info:**  
Secret Location  
1 Water St  
Vancouver, BC V6B 2H0  
(604) 685-0090

**Message from the Restaurant:** Thank you for choosing Secret Location, we're delighted to host you. If you have any special requests, concerns or questions please don't hesitate to contact us between now and your visit. Should your plans change, please let us know.

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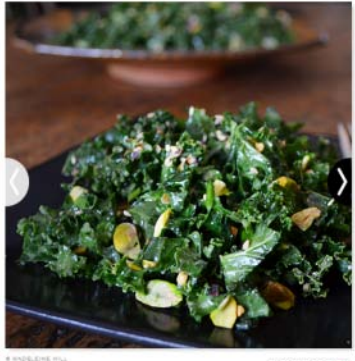
### Best Kale Recipes

F&W's best kale recipes include a Caesar salad riff, kale chips, kale stew, kale toast and more incredible ways to use the cult supergreen.

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SLIDE 1 OF 22




**RECIPES**

**Kale Salad with Miso and Pistachios**

Andrew Zimmern breaks from the standard kale salad by adding pistachios and sesame seeds for rich nuttiness and a bright, vinegary miso dressing.

Terrific Green Salads

Get the 2014 Food & Wine Calendar



Learn more

**Tourism Kelowna**

Written by tourismkelowna@wasserman-partners.com (7) • Yesterday at 11:18am

Enjoy our unique Farm to Table dining experience



**Now growing in Kelowna**

Learn about the Farm to Table program in Kelowna BC. Farm-to-table is a program that promotes the food on the table comes directly from a farm near...

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# Golf Advertising

## Television:



- All major tournaments including: Masters, Players Championship, US Open, British Open, PGA Championship

## Digital:



(Mobile Golf Report Sponsorship)

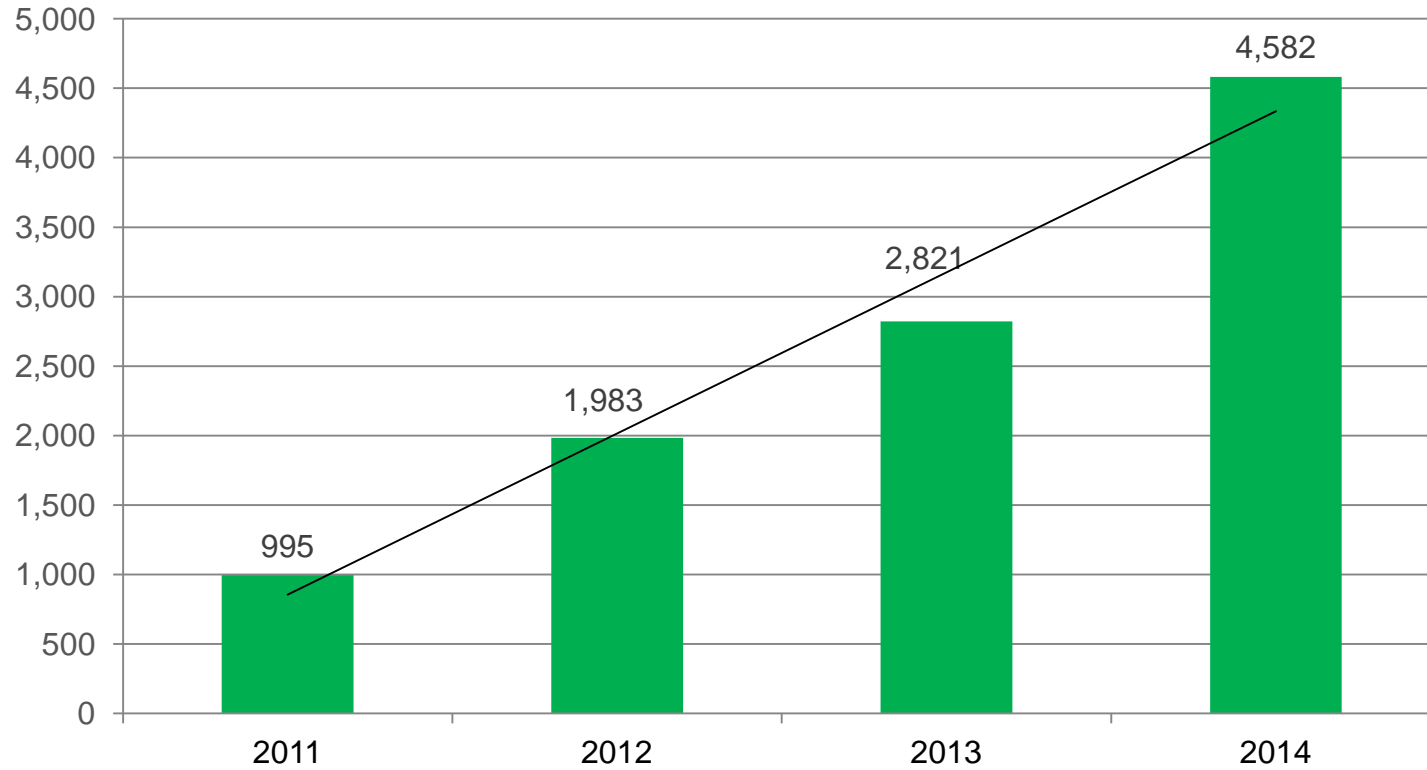


# Molson Promotion



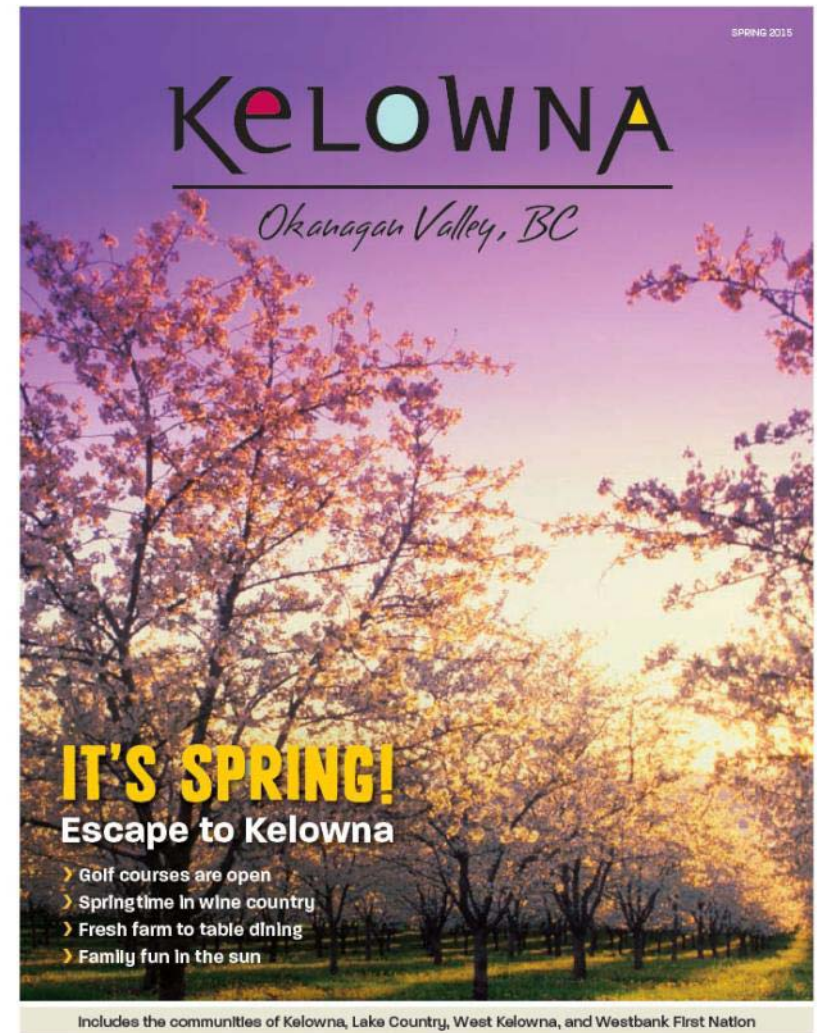


# Rounds Booked



# Spring and Summer

- Timing: late March
- 250,000 newspaper inserts distributed in BC, AB, SK, YK
- Promotes all reasons to visit Kelowna in the Spring, Summer and Fall



SPRING 2015

# KELOWNA

*Okanagan Valley, BC*

**IT'S SPRING!**  
Escape to Kelowna

- › Golf courses are open
- › Springtime in wine country
- › Fresh farm to table dining
- › Family fun in the sun


Includes the communities of Kelowna, Lake Country, West Kelowna, and Westbank First Nation

# 2014 Editorial Impact

- 102 journalists/bloggers hosted
- 129 articles produced
- 25,119,791 in circulation
- \$2,146,713 value



# Leisure Advertising & PR Results

Metric	2014	% Change over prior
Website Unique Visits	690,684	+33.8%
Page views	2,544,972	+16.4%
Click-throughs to TK website	562,469	+52.0%
Search engine referrals	458,452	+55.9%
Video Views (400,000 + to date) 	144,337	+42.8%

# Leisure Advertising & PR Exposure Value

Exposure Summary	2014
Advertising Investment	\$ 867,815
Leveraged Value	\$ 471,831
Editorial Value	\$ 2,146,713
<b>TOTAL Value of Exposure</b>	<b>\$ 3,486,359</b>





## Meetings & Conference Sales

# Meeting & Conference Results

- 52 meeting leads – 18,000 lead room nights
- 57% booked with partner businesses







**SKATECANADA**

## Sports & Events Sales

TOURISM  
**KELOWNA**

[tourismkelowna.com](http://tourismkelowna.com)



# 2014 Sports & Events Results

- 15 event leads – 10,085 lead room nights
- 80% (12) booked

2015 Examples <i>(not full list)</i>	Event Date
ViaSport Coach Development Conference	April 2015
Great Okanagan Beer Festival	May 2015
BC Community Flag Football Provincials	June 2015
BC Box Lacrosse Minor Bantam Provincials	July 2015
Kettle Mettle Dirty Fundo	October 2015
Canadian College Baseball Conference Champs	May 2016 & 2017



Thank you!

TOURISM  
**KELOWNA**

[tourismkelowna.com](http://tourismkelowna.com)

# Report to Council



**Date:** April 13, 2015  
**File:** 0610-53  
**To:** City Manager  
**From:** Sam Samaddar, Airport Director  
**Subject:** Airport Advisory Committee Terms of Reference and Membership Appointments  
Report Prepared by: Toni McQueenie, Airport Administration Manager

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## **Recommendation:**

THAT Council adopts the amended Terms of Reference for the Airport Advisory Committee as attached to the Report of the Airport Director dated April 13, 2015;

AND THAT Council appoints Walter Gray and Andre Blanleil as the community-at-large members of the Airport Advisory Committee;

AND FURTHER THAT Council appoints Meryle Corbett as the aviation industry representative member of the Airport Advisory Committee.

## **Purpose:**

To amend the Terms of Reference for the Airport Advisory Committee and to appoint the members of the community-at-large and the aviation industry representative.

## **Background:**

The membership of the Airport Advisory Committee includes representation from communities, in addition to Kelowna, that are served by the Kelowna International Airport.

The recommended appointments will bring the membership of the committee to 20 members including those from the City of Kelowna (5), Central Okanagan Regional District, City of Vernon, City of Penticton, City of Salmon Arm, District of Peachland, District of Lake Country, District of West Kelowna, Kelowna Chamber of Commerce, South Okanagan Chamber of Commerce, Summerland Chamber of Economic Development & Tourism, Vernon Chamber of Commerce, Greater Westside Board of Trade, Westbank First Nations, Economic Development Commission, and Tourism Kelowna.

Note to Council: The Westbank Chamber of Commerce changed its name to the Greater Westside Board of Trade.

**Internal Circulation:** Office of the City Clerk

**Legal/Statutory Authority:** Community Charter section 142 - Select Committees of Council

**Legal/Statutory Procedural Requirements:** Terms of Reference, Kelowna Airport Advisory Committee

**Considerations not applicable to this report:**

**Existing Policy:** N/A

**Financial/Budgetary Considerations:** N/A

**Personnel Implications:** N/A

**External Agency/Public Comments:** N/A

**Communications Comments:** N/A

**Alternate Recommendation:** N/A

Submitted by:

S. Samaddar, Airport Director

Approved for inclusion:



Paul Macklem, Deputy City Manager

cc: City Clerk's Office



# Terms of Reference



## AIRPORT ADVISORY COMMITTEE

### INTRODUCTION

The Airport Advisory Committee was formed to facilitate participation from local government, business and community interests within the airport catchment area on matters associated with the development of the Kelowna International Airport.

The Airport Advisory Committee is a **Select Committee** of Council.

### OBJECTIVE

The Airport Advisory Committee reviews, reports and advises Council on matters concerning the long term development of the Kelowna International Airport.

### SCOPE OF WORK

To achieve this objective, the Airport Advisory Committee will undertake the following activities:

- Promote the development of the Kelowna International Airport as the major commercial hub airport in the Thomson / Okanagan Region
- Encourage the development of improved air services to the region
- Review and make recommendations on selected matters as requested by Kelowna City Council
- Represent the interests of the airport with the Federal and Provincial Governments
- Provide community input to airport management on airport activities

### MEMBERSHIP

In order to provide representation from other communities served by the airport, as well as business and community interests, the membership of the Committee is as follows:

- Mayor of City of Kelowna
- One City of Kelowna Councillor
- City of Kelowna - two members of the community-at-large appointed by the City
- City of Kelowna - one Aviation Industry representative
- Central Okanagan Regional District - one member nominated by the District
- City of Vernon - one member nominated by the City of Vernon
- City of Penticton – one member nominated by the City of Penticton
- City of Salmon Arm - one member nominated by the City of Salmon Arm
- District of Peachland - one member nominated by the District of Peachland
- District of Lake Country - one member nominated by the District of Lake Country
- District of West Kelowna - one member nominated by the District of West Kelowna
- Kelowna Chamber of Commerce - one member nominated by the Chamber Board
- South Okanagan Chamber of Commerce - one member nominated by the Chamber Board
- Summerland Chamber of Economic Development & Tourism - one member nominated by the Chamber Board
- Vernon Chamber of Commerce - one member nominated by the Chamber Board
- Greater Westside Board of Trade - one member nominated by the Board
- Westbank First Nations - one member nominated by Westbank First Nations
- Economic Development Commission - one member nominated by the EDC Board

- Tourism Kelowna - one member nominated by the Tourism Kelowna Board

### **APPOINTMENT AND TERM**

Members shall be appointed by Council for a four-year term, to run concurrent with the Council term. City of Kelowna community-at-large representatives and Councillors shall be appointed by Council. Representatives from other member local governments and community groups shall be appointed by their respective organization.

Council may, at any time, remove any member of the Committee and any member of the Committee may resign at any time upon sending written notice to the Chairperson of the Committee.

Committee members who are absent for three consecutive meetings shall forfeit their appointment, unless such absence is authorized by resolution of the Committee.

Committee members may stand for re-appointment at the conclusion of their term.

Members of the Committee shall serve without remuneration.

In the event of a vacancy occurring during a regular term of office, the vacancy may be filled for the remainder of that term by an alternate if appointed by the member local governments, or organization.

The Committee may appoint sub-committees to deal with any special matters coming within the scope and jurisdiction of the Committee. Any sub-committee so created will report to the Committee.

### **CHAIR**

The Mayor of the City of Kelowna shall be the Chairperson of the Committee. In the absence of the Mayor, the City of Kelowna Councillor shall serve as Acting Chairperson.

### **MEETING PROCEDURES**

The Chairperson shall call meetings of the Committee semi-annually, provided that additional meetings will be called at the pleasure of the Chair.

A special meeting may be called by the Chairperson or at the request of any three members of the Committee. Notice of the day, hour, and place of special meeting shall be given at least three days prior to the meeting, by leaving a copy of the notice for each member of the Committee and by delivering a copy of the notice to the Office of the City Clerk for posting.

Unless otherwise authorized by the *Community Charter* or City of Kelowna Council Procedure Bylaw No. 9200 all meetings will be held in open session and in a location accessible to the public.

A meeting or part of a meeting may be closed to the public if the subject matter being considered relates to one or more of the matters referred to in section 90 of the *Community Charter*. Before a meeting or part of a meeting is closed to the public, the committee must state, by resolution, the fact that the meeting is to be closed, and the basis under Section 90 of the *Community Charter* on which the meeting or that portion of the meeting is to be closed.

Unless otherwise authorized by the Committee, the public shall only address the Committee when they are a scheduled delegation on the Committee meeting agenda.

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A majority of the Committee shall represent a quorum. A meeting shall not proceed if a quorum cannot be achieved. Members must notify the City at least two (2) working days before the meeting if they are unable to attend.

The order of business is to be as set out in an agenda package to be provided to the committee members in advance of the meeting date. A copy of the agenda will be forwarded electronically to the Office of the City Clerk at least three complete working days prior to the meeting date. Minutes of the meetings will be prepared and then signed by the Committee Chair. Originals of the minutes will be forwarded to the Office of the City Clerk for safekeeping.

Committee members have a responsibility to make decisions based on the best interests of the City-at-large.

### **Conflict of Interest**

Committee members must abide by the conflict of interest provisions of the *Community Charter* and City of Kelowna Council Procedure Bylaw No. 9200. Members who have a direct or indirect pecuniary interest in a matter under discussion are not permitted to participate in the discussion of the matter or to vote on a question in respect of the matter. They must declare their conflict and state the general nature of their conflict, and then leave the meeting or that part of the meeting where the matter is under discussion. The member's declaration must be recorded in the minutes, and the Committee member must not attempt in any way, whether before, during or after the meeting to influence the voting on any question in respect of the matter.

### **Voting**

All members of a committee, including the chair, vote on every question unless they have declared a conflict and left the meeting.

Members who do not indicate their vote, or have left the meeting without declaring a conflict, are counted as having voted in favour of the question.

If the votes are equal for and against, the question is defeated.

### **Comments in Public or to the Media**

When speaking in public or to the media on an issue, Committee members must distinguish whether they are speaking as a member, a representative of another agency or community group, or as an individual. Committee members need to convey the public interest and remember that they represent the Corporation of the City of Kelowna. This means they must be consistent with the City's position on specific issues.

### **REPORTING TO COUNCIL**

Recommendations of the Committee must be adopted by Committee motion prior to presentation to Council.

The Committee will provide a status report to Council annually. This report should include a record of work conducted and an indication of the associated costs attached to the Committee's work including staff time.

The Committee Chairperson, or his designate, will report to Council on behalf of the Committee.

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The Office of the City Clerk will ensure Committee Agendas and Minutes are forwarded electronically for circulation to all Council members.

### **BUDGET**

The routine operations and any special initiatives of the Committee will be funded by allocations within the Airport budget.

### **STAFF SUPPORT**

The City Manager and the Airport Director shall attend the meetings in a resource capacity.

The Airport staff shall provide support for the Committee to undertake work assigned by Council within the Committee's scope of work. Support functions may include the following:

- Organizing and preparing the agenda, in conjunction with the Committee Chairperson & staff liaison;
- distributing the agenda packages to Committee members;
- forwarding the agenda to the Office of the City Clerk for posting as a public notice;
- mailing or delivering all meeting notices and agendas;
- receiving all correspondence, and preparing correspondence and reports on behalf of the Committee;
- reviewing the draft minutes and returning them to the Office of the City Clerk to finalize prior to adoption by the Committee;
- managing the files of the Committee, as necessary;
- maintaining a list of outstanding issues for committee action in accordance with the Committee's scope of work and Council's direction.

The staff liaison shall initiate recommendations to Council for committee appointments and maintain an updated list of appointees, the date they were appointed whenever changes occur, and provide a copy of the updated list to the Office of the City Clerk.

The Office of the City Clerk shall provide secretarial support for the Committee. Support functions include the following:

- Taking and preparing draft minutes, and providing the final minutes to the Office of the City Clerk and Committee members
- Maintaining the records of the Committee, including posting and filing of minutes for the public record

Other support functions may include the following:

- Organizing and preparing the meeting agendas, in conjunction with the Committee Chair & staff liaison
- Receiving and organizing all related presentation materials and/or correspondence prior to the meeting date to ensure inclusion with the committee member's agenda package, and for the public record
- Distributing the agenda packages to committee members

Endorsed by Council: December 18, 2000

Revised: August 26, 2002

Revised & Endorsed by Council: May 5, 2008

Revised & Endorsed by Council: October 19, 2009

Revised & Endorsed by Council: May 28, 2012



# REPORT TO COUNCIL



**Date:** April 8, 2015  
**RIM No.** 0615-20  
**To:** City Manager  
**From:** Subdivision, Agriculture & Environment Services Manager  
**Subject:** Agricultural Advisory Committee Terms of Reference and Membership Appointments

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## **Recommendation**

THAT Council adopts the amended Terms of Reference for the Agricultural Advisory Committee as attached to the Report of the Subdivision, Agriculture & Environment Services Manager dated April 8, 2015;

AND THAT Council appoints as members to the Agricultural Advisory Committee, for the term ending October 31, 2018, Ed Schiller, Yvonne Herbison, Pete Spencer, John Janmaat, Domenic Rampone, Keith Duhaime and Tarsem Singh Goraya;

AND FURTHER THAT Council appoints as alternate members, for the term ending October 31, 2018, Kevin Daniels and Jeff Ricketts.

## **Purpose**

To amend the Terms of Reference for the Agricultural Advisory Committee and to appoint the members.

## **Background**

The Agricultural Advisory Committee (AAC) advises Council on issues important to the agri-business community. The Agricultural Advisory Committee functions as an Advisory Committee of Council.

The AAC may provide advice to Council on matters relating to agriculture and agri-business in the City of Kelowna including:

- Applications initiated under the Agricultural Land Commission (ALC) Act, which are to be considered by Council.
- Applications to amend the Official Community Plan and Zoning Bylaw where the subject property is within or adjacent to the Agricultural Land Reserve (ALR).
- Applications to amend the Official Community Plan and Zoning Bylaw Amendments where the subject property is zoned agricultural or is adjacent to an agriculturally zoned parcel.

- Assisting with the comprehensive review of the following documents as they relate to agriculture and agri-business matters of the City of Kelowna:
  - Bylaws;
  - Official Community Plan;
  - Agriculture Plan;
  - Neighbourhood and Comprehensive Development Plans;
  - Farm 'Edge' Policies;
  - Culture and Heritage Plans;
  - Park and Recreation Plans; and
  - Transportations Plans.
  
- Working with Council, at Council's request, on submissions related to agricultural issues with other levels of government.
  
- Other matters as referred by Council.

Following weekly advertisements in the Capital News between January 30, 2015 and February 6, 2015, the Office of the City Clerk received 13 applications from interested members of the public.

Additionally, Subdivision, Agriculture & Environment Services staff identified a list of individuals and organizations that are known to have a direct interest and/or understanding of agriculture and agri-business.

At this time, Council is being asked to appoint seven full members and two alternate members to the committee.

**Internal Circulation:**  
Office of the City Clerk

**Legal/Statutory Authority:**  
Section 142, *Community Charter* - Select Committees of Council

**Legal/Statutory Procedural Requirements:**  
Terms of Reference, Agricultural Advisory Committee

**Considerations not applicable to this report:**

**Existing Policy:**

**Financial/Budgetary Considerations:**

**Personnel Implications:**

**External Agency/Public Comments:**

**Communications Comments:**

**Alternate Recommendation:**

Submitted by:

T. Cashin, Subdivision, Agriculture & Environment Services

**Approved for Inclusion:**  S. Gambacort, Director

**Attachments:**

Terms of Reference, Agricultural Advisory Committee

# Terms of Reference



## AGRICULTURAL ADVISORY COMMITTEE

### 1. INTRODUCTION

The Agricultural Advisory Committee (AAC) advises Council on issues important to the agri-business community. The Committee advises Council on land use and economic development matters with respect to agriculture, and acts as a liaison between Council and the agricultural community.

The Agricultural Advisory Committee functions as an **Advisory Committee** of Council.

### 2. OBJECTIVES

The primary objective of the AAC is to advise Council on sustainable agricultural land use from a multiple bottom line (i.e. cultural, economic, environmental, and social) perspective.

The AAC may function as a working group to advise on matters affecting the agri-business community as directed by Council.

### 3. SCOPE OF WORK

The AAC may provide advice to Council on matters relating to agriculture and agri-business in the City of Kelowna including:

- Applications initiated under the Agricultural Land Commission (ALC) Act, which are to be considered by Council.
- Applications to amend the Official Community Plan and Zoning Bylaw where the subject property is within or adjacent to the Agricultural Land Reserve (ALR).
- Applications to amend the Official Community Plan and Zoning Bylaw Amendments where the subject property is zoned agricultural or is adjacent to an agriculturally zoned parcel.
- Assisting with the comprehensive review of the following documents as they relate to agriculture and agri-business matters of the City of Kelowna:
  - Bylaws;
  - Official Community Plan;
  - Agriculture Plan;
  - Neighbourhood and Comprehensive Development Plans;
  - Farm 'Edge' Policies;
  - Culture and Heritage Plans;
  - Park and Recreation Plans; and
  - Transportations Plans.
- Working with Council, at Council's request, on submissions related to agricultural issues with other levels of government.
- Other matters as referred by Council.

### 4. CRITERIA

In reviewing applications, plans, proposals or issues as listed above, the AAC will consider the following:

- Existing relevant policies and regulations (e.g. ALC Act & Regulations, OCP, Agriculture Plan);
- The effect of the proposal on the agricultural potential of the subject property in both the near and long term;
- The effect of the proposal on adjacent ALR properties and surrounding agricultural production;

- Water and transportation issues or opportunities that are deemed to impact upon agricultural land;
- A rating of the priority or impact of the applications on the maintenance of the ALR;
- Where appropriate, possible alternatives to the proposal; and
- The identification of issues relating to the protection of the ALR land specific to the application, including the use of appropriate buffering techniques aimed at enhancing land use compatibility.

## 5. MEMBERSHIP

In order to provide representation from the agricultural community, the membership of the Committee should consist of seven (7) voting members derived as follows:

- One (1) member of each of the following commodity groups, associations or interests:
  - greenhouse and nursery products;
  - tree fruits;
  - wine/grapes;
  - livestock/animal husbandry; and
  - agricultural processing and/or distribution (including farm retail sales).
- Two (2) members from the agricultural community at large and with direct agricultural interest and expertise. Examples include agricultural finance, or academia.
- Two (2) alternates may be appointed to replace regular members unable to attend Committee meetings. Alternates will be chosen from the agricultural community at large.
- One member from Interior Health (non-voting) to provide input regarding community nutrition and food security.

Where insufficient members can be identified to represent the specific commodity groups, associations or interests identified above, additional members may be appointed from the community at large.

## 6. QUALIFICATIONS

The following are considered to be minimum qualifications to serve on the Committee:

- resident of the City of Kelowna;
- available to attend most AAC meetings;
- commitment to the AAC's objectives;
- ability to objectively review complex applications and planning considerations;
- understanding of the agricultural planning framework and planning instruments including, but not limited to Kelowna's OCP, Zoning and other bylaws with respect to agricultural land use, Local Government Act, and Agricultural Land Commission Act; and
- access to a computer and an e-mail address in order to receive and respond to communications and information including meeting packages.

## 7. APPOINTMENT AND TERM

The committee will run concurrent with the 4 year Council term with a mid-term review at the end of two years. Members shall be appointed by Council for a two year term.

Council may, at any time, remove any member of the Committee and any member of the Committee may resign at any time upon sending written notice to the Chairperson of the Committee. In the event of a vacancy occurring during a regular term of office, the vacancy may be filled for the remainder of that term upon resolution of Council.

Committee members who are absent for three consecutive meetings shall forfeit their appointment, unless such absence is authorized by resolution of the Committee.

Members of the Committee shall serve without remuneration.

## 8. CHAIR

Unless appointed by Council the Committee shall elect a Chairperson and if applicable Vice-Chair, annually. In the absence of the Chairperson and Vice Chairperson, the Committee may elect an Acting Chairperson from those members present at that meeting.

The Chair may appoint sub-committees to deal with any special matters coming within the scope and jurisdiction of the Committee. Any sub-committee so created will report to the Committee.

The Chair and Vice-Chair shall be provided a training session by the City on procedures for Committees of Council.

## 9. MEETING PROCEDURES

The Chairperson shall call meetings of the Committee on a monthly basis unless there are no items to be reviewed in a particular month. Generally, all meetings will be held on the second Thursday of each month, in City Hall. Alternate dates may occur where special circumstance demand.

The Committee will recognize that each meeting requires a significant commitment of staff resources and meetings should therefore be held when there are clear items of business to address in accordance with the scope of work.

A special meeting may be called by the Chairperson, at the request of any three Committee members, or the **Director of Subdivision, Agriculture and Environment**. Notice of the day, hour, and place of special meeting shall be given at least three days prior to the meeting, by providing a copy of the notice for each member of the Committee and the Office of the City Clerk for posting.

Unless otherwise authorized by the *Community Charter* or City of Kelowna Council Procedure Bylaw No. 9200 as amended, or replaced from time to time, all meetings will be held in open session and in a location accessible to the public.

A majority of the Committee members, four (4), shall represent a quorum. A meeting shall not proceed if a quorum cannot be achieved. Members must make a reasonable effort to notify the staff liaison at least two (2) working days before the meeting if they are unable to attend.

The order of business is to be set out in an agenda package and provided to the Committee members in advance of the meeting. Agenda items will be forwarded to the Office of the City Clerk at least seven complete working days prior to the meeting date for agenda preparation and posting for the public on the City's website.

Minutes of the meetings will be prepared by the Office of the City Clerk and signed by the Committee Chair, or Acting Chair for the meeting for which the minutes pertain. Originals of the minutes will be forwarded to the Office of the City Clerk for safekeeping. Once adopted, minutes will be posted for public viewing on the City's website.

### **Conflict of Interest**

Committee members must abide by the conflict of interest provisions of the *Community Charter* and City of Kelowna Council Procedure Bylaw No. 9200 as amended, or replaced from time to time. Members who have a direct or indirect pecuniary interest in a matter under discussion are not permitted to participate in the discussion of the matter or to vote on a question in respect of the matter. They must declare their conflict and state the general nature of their conflict, and then leave the meeting or that part of the meeting where the matter is under discussion. The member's declaration must be recorded in the minutes, and the Committee member must not attempt in any way, whether before, during or after the meeting to influence the voting on any question in respect of the matter.

### **Voting**

Committee members have a responsibility to make decisions based on the "criteria" established in Section 4, above.

All Committee members, including the Chair, vote on every question unless they have declared a conflict and left the meeting. Members who do not indicate their vote, or have left the meeting

without declaring a conflict, are counted as having voted in favour of the question. If the votes are equal for and against, the question is defeated.

#### **Comments in Public or to the Media**

When speaking in public or to the media on an issue, Committee members must distinguish whether they are speaking as a member, a representative of another agency or community group, or as an individual. Committee members must convey the public interest and remember that they represent the Corporation of the City of Kelowna.

#### **Contact with the ALC Commissioners or Staff**

Committee members shall not discuss active files with ALC staff and Commissioners. Rather, Committee members shall direct ALC Commissioners or staff to the City's staff liaison or City Manager if additional information or clarification is required by the Commission.

### **10. SCHEDULED DELEGATIONS**

The Committee may, from time to time, invite resource people or delegations to participate in a Committee meeting. Individuals or delegations must be authorized by the City Manager and identified in advance as an item on the meeting agenda.

### **11. REPORTING TO COUNCIL**

Where appropriate, recommendations of the Committee should be adopted by a motion of the Committee prior to an application being considered by Council. The Committee will report their recommendations to the **Subdivision, Agriculture and Environment Services Branch** who shall forward the Committee recommendations to Council as part of a comprehensive report on the development proposal or bylaw.

The Committee will provide a status report to Council annually. This report should include a record of work conducted and an indication of the associated costs attached to the Committee's work including staff resources.

The Committee Chairperson will, accompanied by the staff liaison, report to Council on behalf of the Committee.

### **12. BUDGET**

The routine operations and any special initiatives of the Committee will be funded by allocations within the Community Planning & Real Estate Division budget.

### **13. STAFF SUPPORT**

The **Subdivision, Agriculture & Environment Services Branch** shall provide support for the Committee to undertake work assigned by Council within the Committee's scope of work. Support functions may include the following:

- forwarding all agenda items to the **Office of the City Clerk** at least seven working days prior to the meeting date for agenda preparation and posting as a public notice;
- distributing the agenda packages to Committee members;
- receiving all correspondence, and preparing correspondence and reports on behalf of the Committee;
- reviewing and returning draft minutes to the **Office of the City Clerk** to finalize prior to adoption by the Committee; and
- maintaining a list of outstanding issues for Committee action in accordance with the Committee's scope of work and Council's direction.

The **Office of the City Clerk** shall provide clerk support for the Committee. Support functions include the following:

- organizing and preparing the meeting agendas, in conjunction with the Chair & staff liaison;
- receiving and organizing all agenda-related presentation materials and/or hand-outs prior to the meeting date for inclusion in the agenda package;

- posting all meeting notices and agendas for the public in accordance with the statutory timelines;
- taking and preparing draft minutes, and providing the final minutes to the City Clerk and staff liaison;
- maintaining the records of the Committee, including posting and filing of minutes for the public record; and
- forwarding the Committee’s meeting agendas and minutes electronically for circulation to all Council members

The Office of the City Clerk, in conjunction with the staff liaison, shall initiate recommendations to Council for Committee appointments and maintain an updated list of appointees, including the date they were appointed.

Endorsed by Council:	December 18, 2000
Revised & Endorsed by Council:	August 26, 2002
Revised & Endorsed by Council:	November 18, 2002
Revised & Endorsed by Council:	October 19, 2009
Revised & Endorsed by Council:	February 13, 2012
Revised & Endorsed by Council:	May 6, 2013
Revised & Endorsed by Council:	



# REPORT TO COUNCIL



**Date:** April 13, 2015

**To:** City Manager

**From:** Subdivision, Agriculture & Environment Services Manager

**Application:** A15-0002                      **Owner:** Martin Weiss

**Address:** 3990 Swamp Road              **Applicant:** Mission Creek Restoration Initiative

**Subject:** Subdivision of Land in the Agricultural Land Reserve (ALR)

**Existing OCP Designation:** Resource Protection Area  
Major Park/Open Space (public)

**Existing Zone:** A1 - Agriculture

**Proposed Zone:** A1 - Agriculture

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## 1.0 Recommendation

THAT Agricultural Land Reserve appeal A15-0002 for Lot A, District Lot 168, ODYD, Plan 33475, located at 3990 Swamp Road, Kelowna, B.C. for subdivision within the Agricultural Land Reserve, pursuant to Section 21(2) of the Agricultural Land Commission Act, be supported by Municipal Council;

AND THAT Council forward the subject application to the Agricultural Land Commission (ALC).

## 2.0 Purpose

The Mission Creek Working Group (MCWG) which represents the Mission Creek Restoration Initiative (MCRI) is proposing a subdivision of ALR land adjacent to Mission Creek for river restoration purposes. Council is being asked to support the MCRI subdivision proposal which will be considered by the Agricultural Land Commission (ALC).

## 3.0 Land Use Management

From a land use perspective, the subdivision of agricultural land is typically viewed to erode agricultural capability and not supported as a result. Agricultural policy in the Official Community Plan and Agriculture Plan speak to the importance of preserving agricultural land and resisting subdivision proposals (see Section 5 below). With respect to the subject property and land adjacent to Mission Creek generally, the dyking and channelization of Mission Creek in 1938 had a significant impact on agricultural farmland in the lower reaches of Mission Creek. The dyking efforts mitigate against seasonal flooding thereby creating viable agriculture land.

Historically, land adjacent to Mission Creek and within the Mission Creek floodplain functioned as valuable ecological resource, providing an array of “ecological goods and services”. As examples, ecological goods and services include:

- habitat for numerous species including kokanee salmon and species which are now considered to be at risk of extinction or extirpation;
- water retention and purification; and
- carbon sequestration provided by the riparian vegetation.

Some ecological goods and services rely on the seasonal flooding which no longer occurs due to the dyking and channelization. As with agricultural policy, the City has specific environmental policy that speak to the importance of aquatic and terrestrial habitats (see Section 5).

The land removed from agricultural production will result in additional flood plain and environmental productivity. As proposed, the 10 acre remainder parcel will remain agriculturally viable.

## **4.0 Proposal**

### **4.1 Background**

The subject property represents the intended partial property acquisition for the MCRI and if successful would represent the third property acquisition adjacent to Mission Creek. The MCRI is a multi-disciplinary, multi-stakeholder undertaking with a goal of restoring the lower section of Mission Creek to a more natural condition. The restoration initiative is being led by a Working Group comprised of representatives from local, provincial and federal governments, non-government organizations and First Nations. The City of Kelowna is a key stakeholder on the Working Group and is represented by the Environment & Land Use Branch. Land acquisition expertise is provided by the City’s Real Estate & Building Services Department.

The purpose of the proposed subdivision is for future dyke setback and creek “re-meandering”. Increasing the channel width to allow for more natural stream processes and hydrology is critical to this Initiative.

### **4.2 Project Description**

The proposal is to subdivide approximately 4.04 acre adjacent and parallel to Mission Creek from the 14.04 acre parent parcel (see “Land Acquisition” map attached). The City of Kelowna will hold title to the 4.04 acre subdivided property and the Province will maintain responsibility for the dyke.

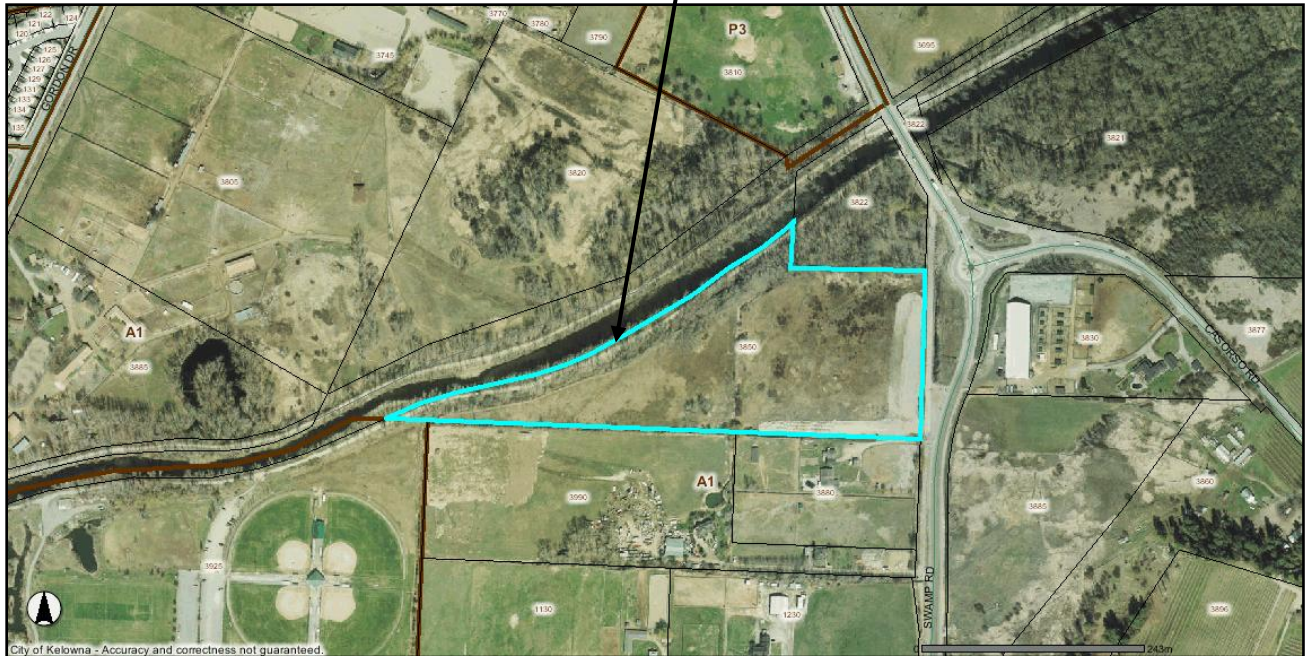
### **4.3 Site Context**

The subject property at 3990 Swamp Road (Lot A, Plan 33475) is located in Kelowna’s lower Mission and on the city’s urban fringe and is zoned for agricultural purposes (i.e. A1). The subject property is also within the Agricultural Land Reserve.

Specifically, adjacent land uses are as follows:

Orientation	Zoning	Land Use
North	A1	Mission Creek
East	A1 - Agriculture	Agriculture
South	A1 - Agriculture	Agricultural
West	Mission Creek Rec Park	Park

Subject Property Map: 3850 Swamp Road



## 5.0 Current Development Policies

### 5.1 Kelowna Official Community Plan (OCP)

#### Development Process

**No Net Loss of Aquatic Habitat Productivity.**<sup>1</sup> Require “no net loss” with respect to land use decisions that affect aquatic habitat based on the “no net loss” principle of the Department of Fisheries and Oceans policy. In the long term the City will strive for a net gain in overall productivity of the city’s aquatic habitats. “Tradeoffs” in the interest of land development will only be supported when long term net gains in habitat productivity can be substantiated.

**No Net Loss of Terrestrial Habitat.**<sup>2</sup> Require that “no net loss” in the productive capacity of important and/or critical terrestrial habitats as determined through environmental assessment in land use decisions and project approvals that affect terrestrial habitats as identified on the Natural Environment DP Map 5.5. In the long term the City will strive for a net gain in overall productivity of the city’s terrestrial habitats. “Tradeoffs” in the interest of land development will only be supported when long term net gains in habitat productivity can be substantiated.

<sup>1</sup> City of Kelowna Official Community Plan, Policy 5.15.1 (Development Process Chapter).

<sup>2</sup> City of Kelowna Official Community Plan, Policy 5.15.2 (Development Process Chapter).

**Protect Agricultural Land.**<sup>3</sup> Retain the agricultural land base by supporting the ALR and by protecting agricultural lands from development, except as otherwise noted in the City of Kelowna Agricultural Plan. Ensure that the primary use of agricultural land is agriculture, regardless of parcel size.

**Subdivision.**<sup>4</sup> Maximize potential for the use of farmland by not allowing the subdivision of agricultural land into smaller parcels (with the exception of Homesite Severances approved by the ALC) except where significant positive benefits to agriculture can be demonstrated.

**Biodiversity.**<sup>5</sup> Maintain and improve biodiversity through the establishment of corridors (connectivity) and where appropriate, through the integration of wild species within agricultural landscapes.

**Natural Ecosystem Management.**<sup>6</sup> Ensure the protection of biodiversity, the conservation of critical habitats and the sustainable use of biological resources through the incorporation of an integrated ecosystem management approach and the use of best available knowledge.

**Species at Risk.**<sup>7</sup> Require a landscape level approach to ecological planning and management to ensure the ongoing function of environmentally sensitive areas, establishment and/or retention of corridors and habitat connectivity and the preservation of threatened and endangered species.

## 5.2 Agriculture Plan

**Ditch Maintenance.**<sup>8</sup> Encourage the Ministry of Transportation and Highways and the City to work with the agricultural community to improve flow and ditch conditions in the Benvoulin / Mission Creek / Swamp Road area, incorporating a mutual understanding of drainage and water quality objectives, toward the ability to maximize flows and a reduction of wet conditions on adjoining agricultural lands.

**Benvoulin Flats - Mission Creek Area.**<sup>9</sup> Encourage on-farm drainage improvements for the general Benvoulin Flats - Mission Creek Area and support drainage improvements in the public ditch system to assist on-farm drainage.

## 6.0 Technical Comments

### 6.1 Development Engineering Department

Development Engineering Manager's report attached.

### 6.2 Subdivision Approving Officer

The Subdivision Approval branch has no objections to the proposed subdivision as shown, but offer the following comments:

- If the City of Kelowna becomes owner of the proposed subdivided land abutting Mission Creek, considerations should be given to consolidating that portion of land to

<sup>3</sup> City of Kelowna Official Community Plan, Policy 5.33.1 (Development Process Chapter).

<sup>4</sup> City of Kelowna Official Community Plan, Policy 5.33.8 (Development Process Chapter).

<sup>5</sup> City of Kelowna Official Community Plan, Policy 5.35.1 (Development Process Chapter).

<sup>6</sup> City of Kelowna Official Community Plan, Policy 6.1.1 (Environment Chapter).

<sup>7</sup> City of Kelowna Official Community Plan, Policy 6.1.2 (Environment Chapter).

<sup>8</sup> City of Kelowna Agriculture Plan, Policy 5.35.1 (Environmental Policies, p. 92).

<sup>9</sup> City of Kelowna Agriculture Plan, Policy 14 (Economic Enhancement Policies, p. 150).

Lot 1, Plan 80134 (City-owned land) located directly southwest of the subject property.

### 7.0 Application Chronology

Date of Application Received: February 12, 2015

Agricultural Advisory Committee N/A

The above noted application was NOT reviewed by the Agricultural Advisory Committee as is typical. The reason for this is that the AAC was not established at this time following the fall 2014 municipal election and the terms of the sale require that the subdivision be considered by the ALC early this spring.

### Report prepared by:

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Todd Cashin, Manager, Environment & Land Use

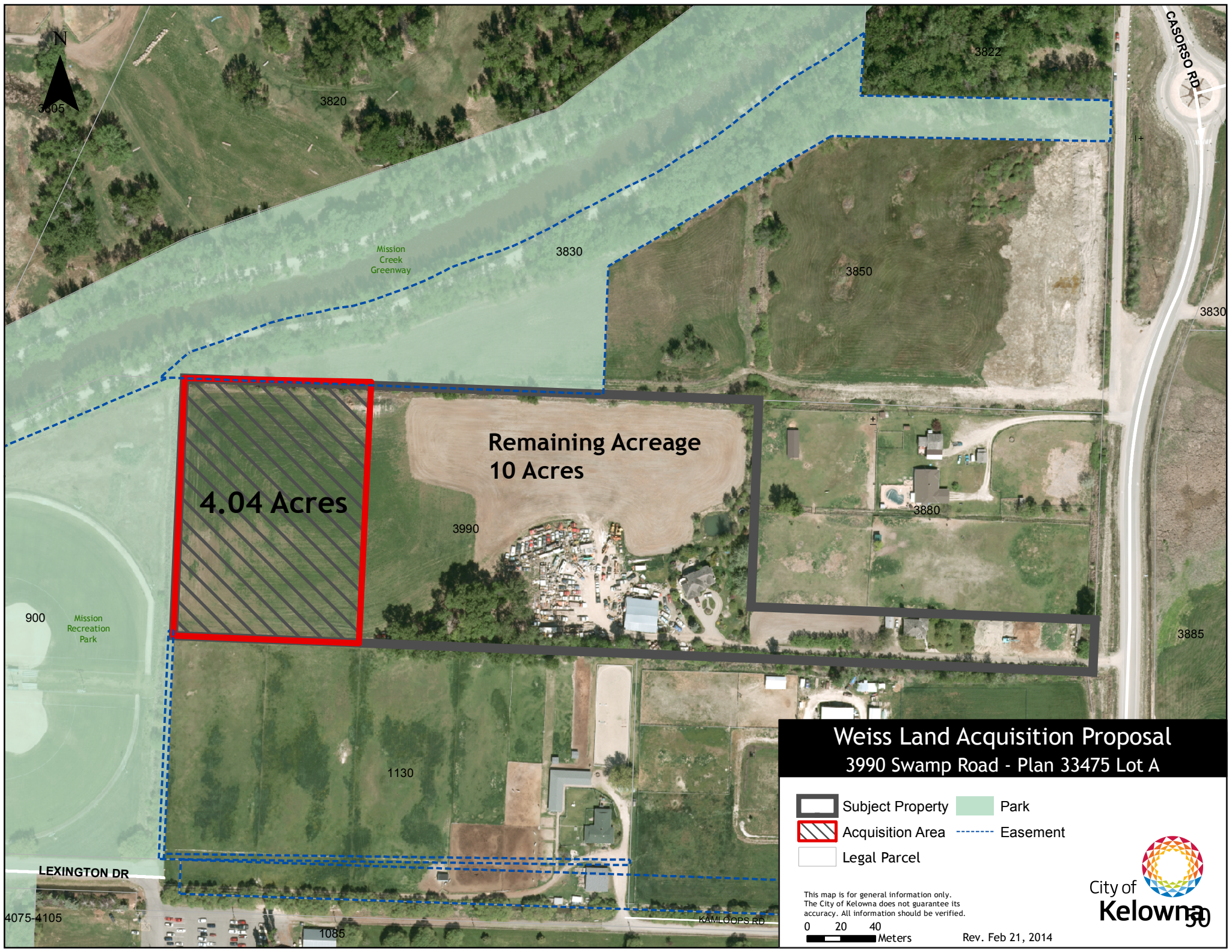
Reviewed by:  Shelley Gambacort, Director, Land Use Management

Approved for Inclusion:  Doug Gilchrist, Community Planning & Real Estate Div.  
Director

### Attachments:

Context/Site Photo  
Development Engineering Manager's Report  
Subject Property Map  
Title Search





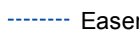




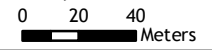
**4.04 Acres**

**Remaining Acreage  
10 Acres**

**Weiss Land Acquisition Proposal**  
**3990 Swamp Road - Plan 33475 Lot A**

-  Subject Property
-  Acquisition Area
-  Legal Parcel
-  Park
-  Easement

This map is for general information only.  
 The City of Kelowna does not guarantee its  
 accuracy. All information should be verified.



Rev. Feb 21, 2014





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**CITY OF KELOWNA**  
**MEMORANDUM**

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**Date:** February 26, 2015  
**File No.:** S15-0006  
**To:** Subdivision, Agriculture & Environment (MS)  
**From:** Development Engineering Manager (SM)  
**Subject:** Subdivision Application – Mission Creek Greenway

LOCATION: 3990 Swamp Road	ZONE: A1
APPLICANT: City of Kelowna	
LEGAL: Lot A DL168 ODYD Plan 33475	

**WORKS AND SERVICES REQUIREMENTS**

The Development Engineering Technologist for this project is Sergio Sartori

The following Works & Services are required for this subdivision

.1) Subdivision Requirements

By registered plan to provide the following:

- a) Grant statutory rights-of-way if required for utility services.

.2) Water

The property is located within the City of Kelowna service area. Our records indicate that this property is currently serviced from Lexington Drive. The service should be protected where it transverses the Park dedication.

.3) Sanitary Sewer

Sanitary sewage is to be handled by an on-site sewage disposal system subject to approval of the Provincial Public Health Officer. Preliminary approval by the Public Health Officer is required for each individual lot, prior to subdivision approval. Please contact the Public Health Officer.

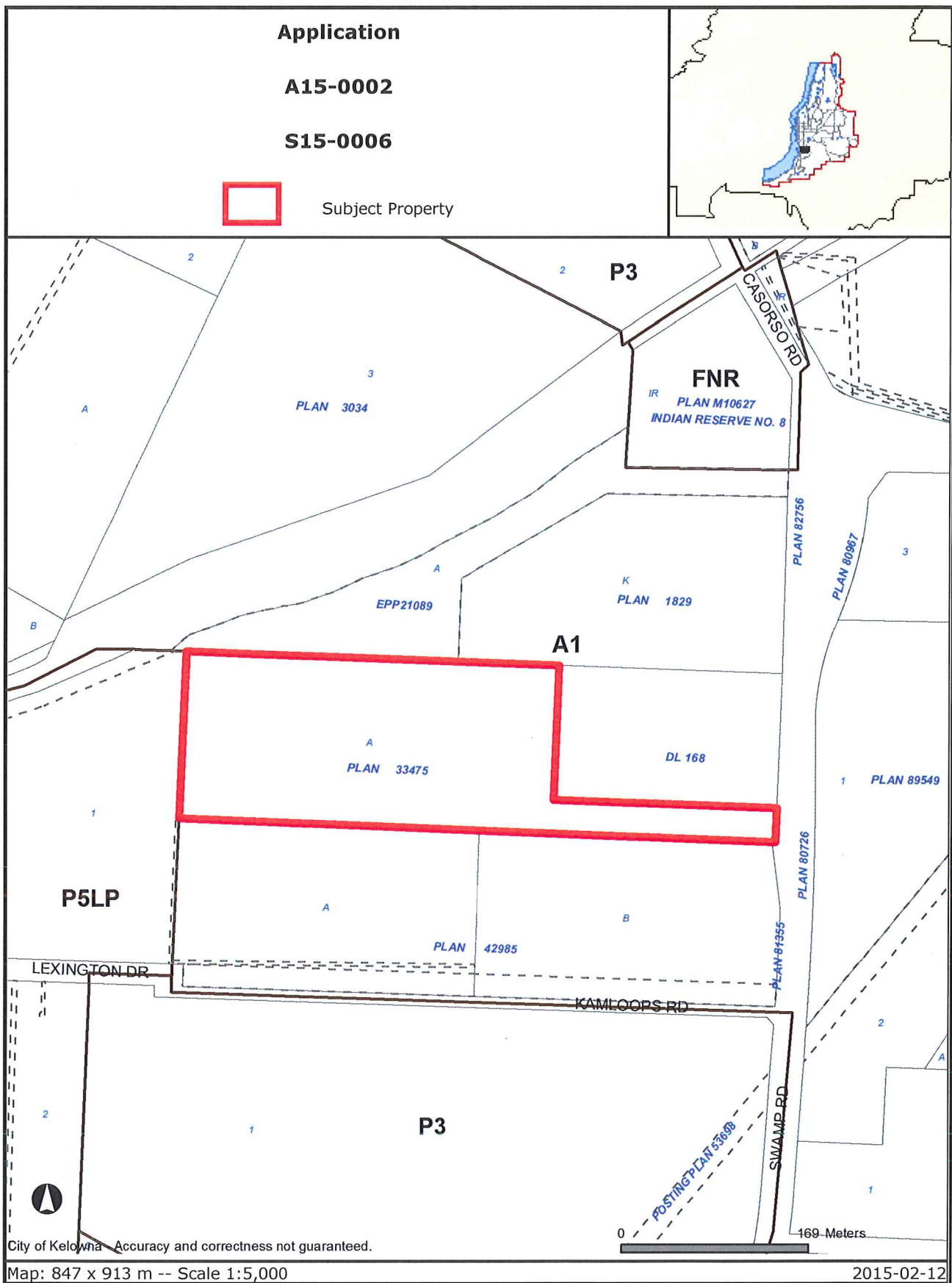
.4) Power and Telecommunication Services and Street Lights

It is the applicant's responsibility to make a servicing application with the respective electric power, telephone and cable transmission companies to arrange for service upgrades to these services which would be at the applicant's cost.

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Steve Muenz, P.Eng.  
Development Engineering Manager

SS



Certain layers such as lots, zoning and dp areas are updated bi-weekly. This map is for general information only. The City of Kelowna does not guarantee its accuracy. All information should be verified.

# REPORT TO COUNCIL



**Date:** March 23, 2014  
**RIM No.** 1250-30  
**To:** City Manager  
**From:** Urban Planning, Community Planning & Real Estate (TY)  
**Application:** Z15-0003 **Owner:** Robert John Volk and Gwendlyn Genevive Miller  
**Address:** 605 Wallace Road **Applicant:** Robert John Volk  
**Subject:** Rezoning Application  
**Existing OCP Designation:** S2RES - Single/Two Unit Residential  
**Existing Zone:** RR3 - Rural Residential 3  
**Proposed Zone:** RR3c - Rural Residential 3 with carriage house

---

## 1.0 Recommendation

THAT Rezoning Application No. Z15-0003 to amend the City of Kelowna Zoning Bylaw No. 8000 by changing the zoning classification of Lot 5, Section 35, Township 26, ODYD Plan 18566, located on 605 Wallace Road, Kelowna, BC from the RR3 - Rural Residential 3 zone to the RR3c - Rural Residential 3 with carriage house zone, be considered by Council.

AND THAT the Zone Amending Bylaw be forwarded to a Public Hearing for further consideration;

AND THAT final adoption of the Zone Amending Bylaw be considered subsequent to the requirements of the Development Engineering Branch being completed to their satisfaction.

## 2.0 Purpose

To rezone the subject property from RR3 - Rural Residential 3 to RR3C - Rural Residential 3 with a carriage house.

## 3.0 Urban Planning

Urban Planning Staff supports the proposed rezoning application on the subject property. The property is designated in Kelowna's Official Community plan as S2RES - Single/Two Unit Residential and as such the application to rezone the property to RR3c to facilitate a carriage house is in compliance with the designate future land use. The proposed rezoning would allow the construction of a single storey carriage house without the need for variances. The proposed design put forth by the applicant shows a single storey carriage house with an attached garage in

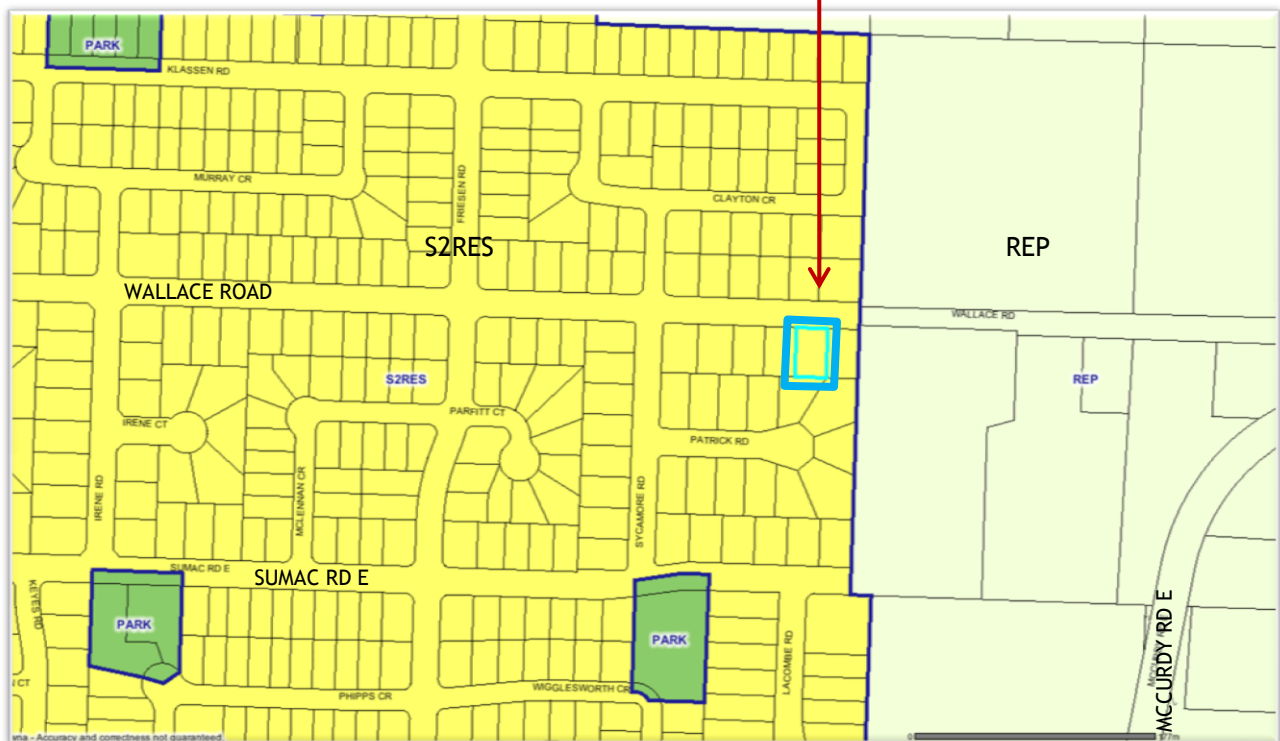
the rear of the property with sufficient area for private open space for both the principal dwelling and the carriage house.

The subject property is currently zoned RR3 - Rural Residential 3. As the subject property is under 0.2 ha and did exist prior to 1976, it falls under a regulation in Zoning Bylaw No. 8000, Section 1- General Administration, 1.7.1 which states that the property may be developed in accordance with the provisions and regulations of the RU1 - Large Lot Housing zone. The Zoning Analysis Table in this report identifies the RU1c zoning requirements for a single storey carriage house.

The OCP supports the densification of neighbourhoods through appropriate infill development and utilization of existing infrastructure such as the development of carriage homes. Overall, the proposed rezoning fits with the future land use designation of the OCP.

In fulfillment of Council Policy No. 367 respecting public consultation, the applicant undertook neighbour consultation by individually contacting the neighbours. To date, Staff has not received any feedback.

OCP Future Land Use Map: 605 Wallace Road



## 4.0 Proposal

### 4.1 Project Description

The subject property currently contains a 1970's single family dwelling. The proposed carriage house to be constructed in the rear yard is accessed from the existing driveway that runs along

the east side of the existing house. The current Zoning Bylaw No. 8000 allows for a maximum footprint of up to 100 m<sup>2</sup> as an incentive for developing a single storey carriage house. A single storey attached garage is also permitted with a maximum combined footprint of 130 m<sup>2</sup> total. The applicant is utilizing this incentive and is proposing a 99 m<sup>2</sup> single storey carriage house that has an attached garage for a total of 123 m<sup>2</sup>. The proposed design does not require any variances to the zoning bylaw with regards to setbacks or site coverage.

4.2 Site Context

The subject property is located on the south side of Wallace Road between Sycamore Road and Morrison Road in the Rutland sector of Kelowna. The property is zoned RR3, identified in Kelowna’s OCP as S2RES, and is within the Permanent Growth Boundary.

Adjacent land uses are as follows:

Orientation	Zoning	Land Use
North	RU1	Single Family Dwelling
East	RR3	Single Family Dwelling
South	RR3	Single Family Dwelling
West	RR3	Single Family Dwelling

Subject Property Map: 605 Wallace Road







## Zoning Analysis Table

Zoning Analysis Table		
CRITERIA	RU1(c) ZONE REQUIREMENTS	PROPOSAL
Existing Lot/Subdivision Regulations		
Minimum Lot Area	550 m <sup>2</sup>	836 m <sup>2</sup>
Minimum Lot Width	16.5 m	m
Minimum Lot Depth	30.0 m	m
Development Regulations (single storey carriage house)		
Maximum Site Coverage of Buildings	40%	33.7 %
Maximum Site Coverage of Buildings, Driveways & Parking	50%	48.5%
Maximum Site coverage of all accessory buildings	20%	16%
Maximum Carriage House area	100 m <sup>2</sup>	99.5 m <sup>2</sup>
Maximum Accessory Building area	130 m <sup>2</sup>	123 m <sup>2</sup>
Maximum Height	1 storey	1 storey 3.8 m
Minimum Front Yard	6.0 m	24.6 m
Minimum Side Yard (west)	2.0 m	2.0 m
Minimum Side Yard (east)	2.0 m	4.6 m
Minimum Rear Yard	1.5 m	2.0 m
Other Regulations		
Minimum Parking Requirements	3	4
Minimum Private Open Space	30 m <sup>2</sup> each dwelling	+30 m <sup>2</sup> each dwelling

## Current Development Policies

### 4.3 Kelowna Official Community Plan (OCP)

#### Development Process

**Sensitive Infill<sup>1</sup>** Encourage new development or redevelopment in existing residential areas to be sensitive to or reflect the character of the neighborhood with respect to building design, height and siting.

## 5.0 Technical Comments

### 5.1 Building & Permitting Department

- Development Cost Charges (DCC's) are required to be paid prior to issuance of any Building Permits.
- Operable bedroom windows required as per the 2012 edition of the British Columbia Building Code (BCBC 12).
- Full Plan check for Building Code related issues will be done at time of Building Permit applications.

<sup>1</sup> City of Kelowna Official Community Plan, Policy 5.22.6 (Development Process Chapter).

5.2 Development Engineering Department

- See attached memorandum dated February 4, 2015.

5.3 Fire Department

- Requirements of section 9.10.19 Smoke Alarms of the BCBC 2012 are to be met.
- If a fence is ever constructed between the dwellings a gate with a clear width of 1100mm is required.
- Any gate is to open without special knowledge. Additional visible address is required from Wallace Rd.

5.4 Fortis BC Inc - Electric

- There are primary distribution facilities along Wallace Rd.
- The applicant is responsible for costs associated with any change to the subject property's existing service, if any, as well as the provision of appropriate land rights where required.

6.0 Application Chronology

Date of Application Received: January 22, 2015  
Date Public Consultation Completed: January 20, 2015

Report prepared by:

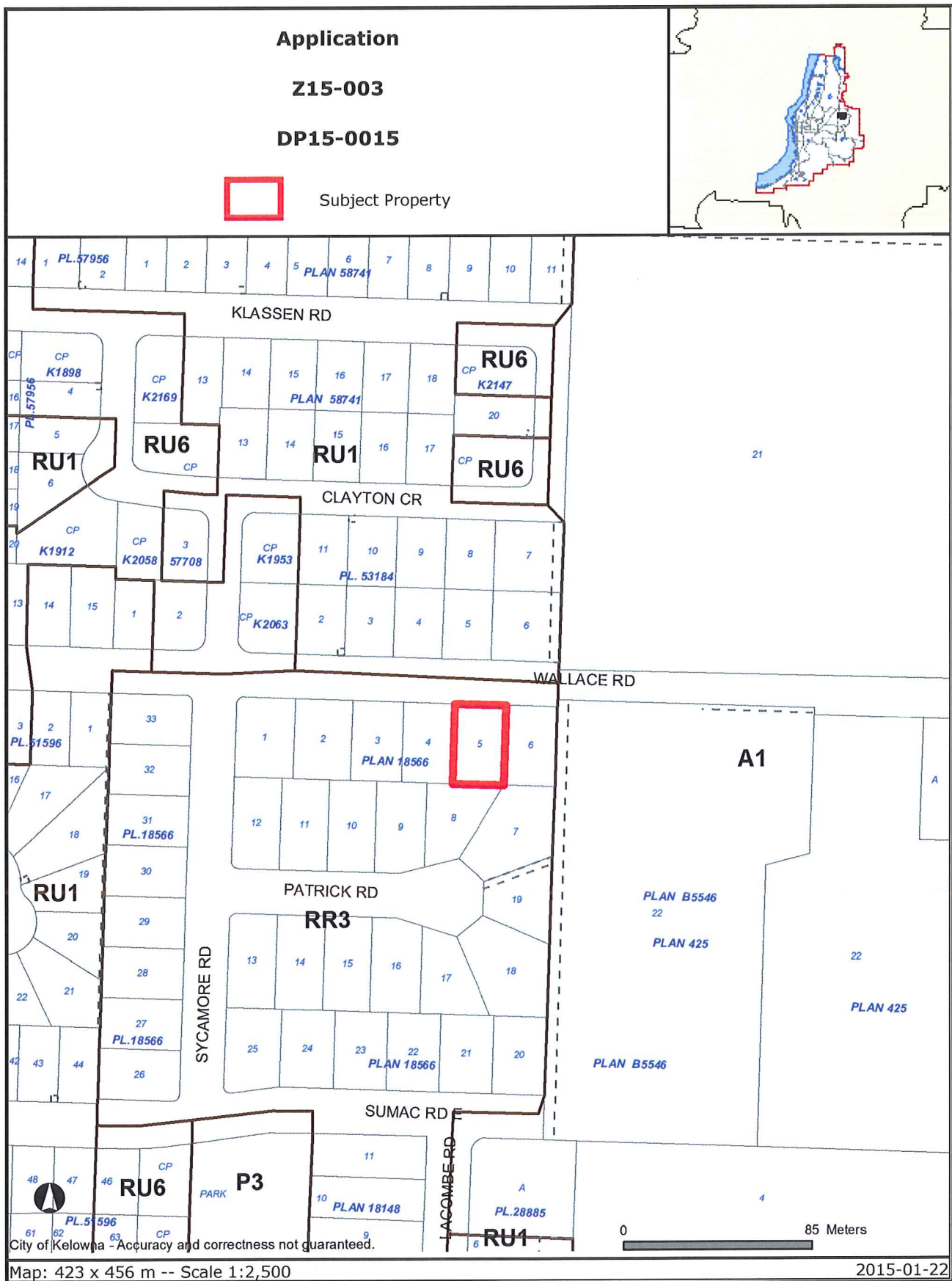
\_\_\_\_\_  
Tracey Yuzik, Planner

Reviewed by:  Lindsey Ganczar, Urban Planning Supervisor

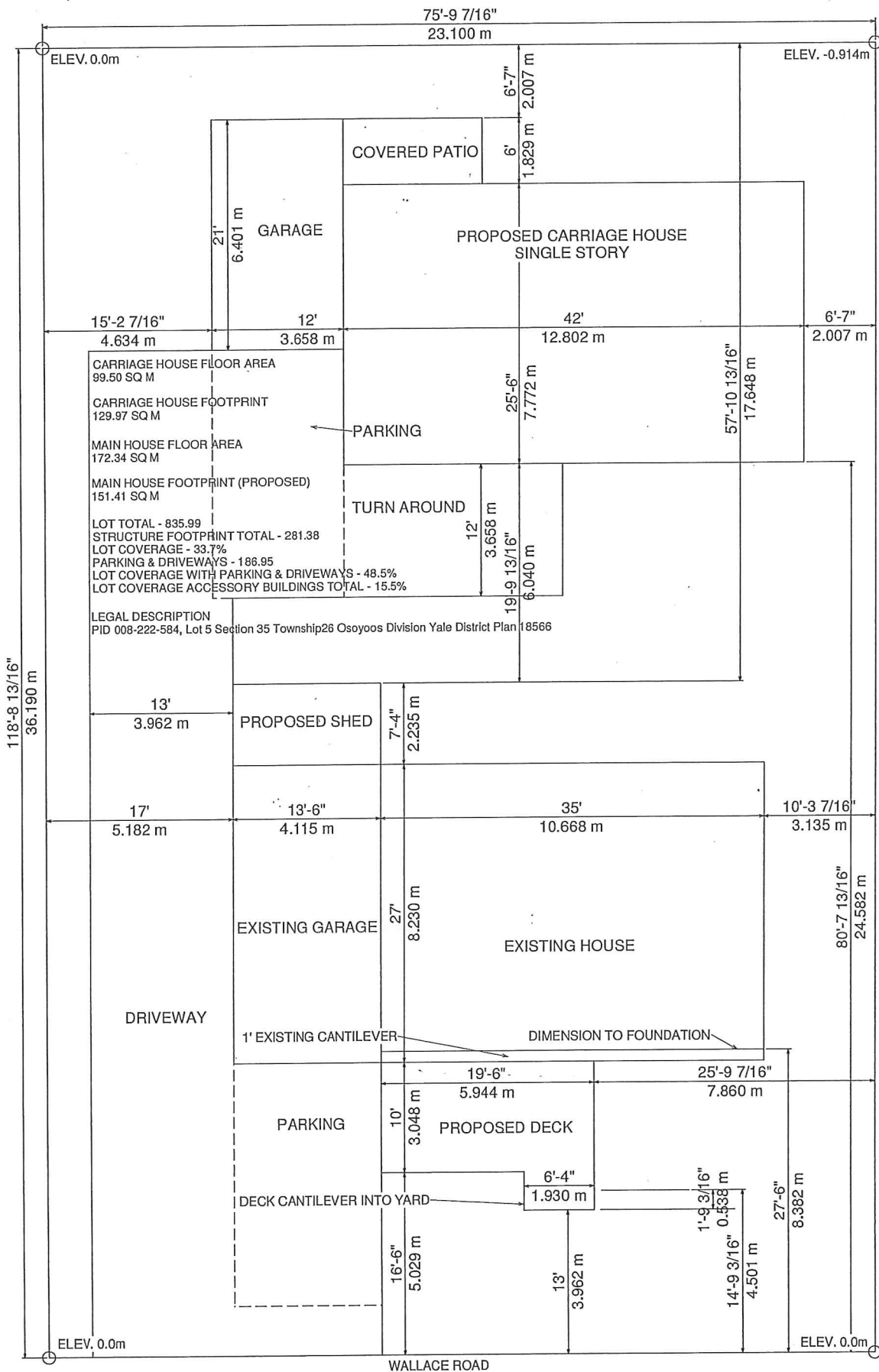
Approved for Inclusion:  Ryan Smith, Urban Planning Manager

Attachments:

Subject Property Map  
Conceptual Site Plan  
Conceptual Elevations  
Development Engineering Memorandum



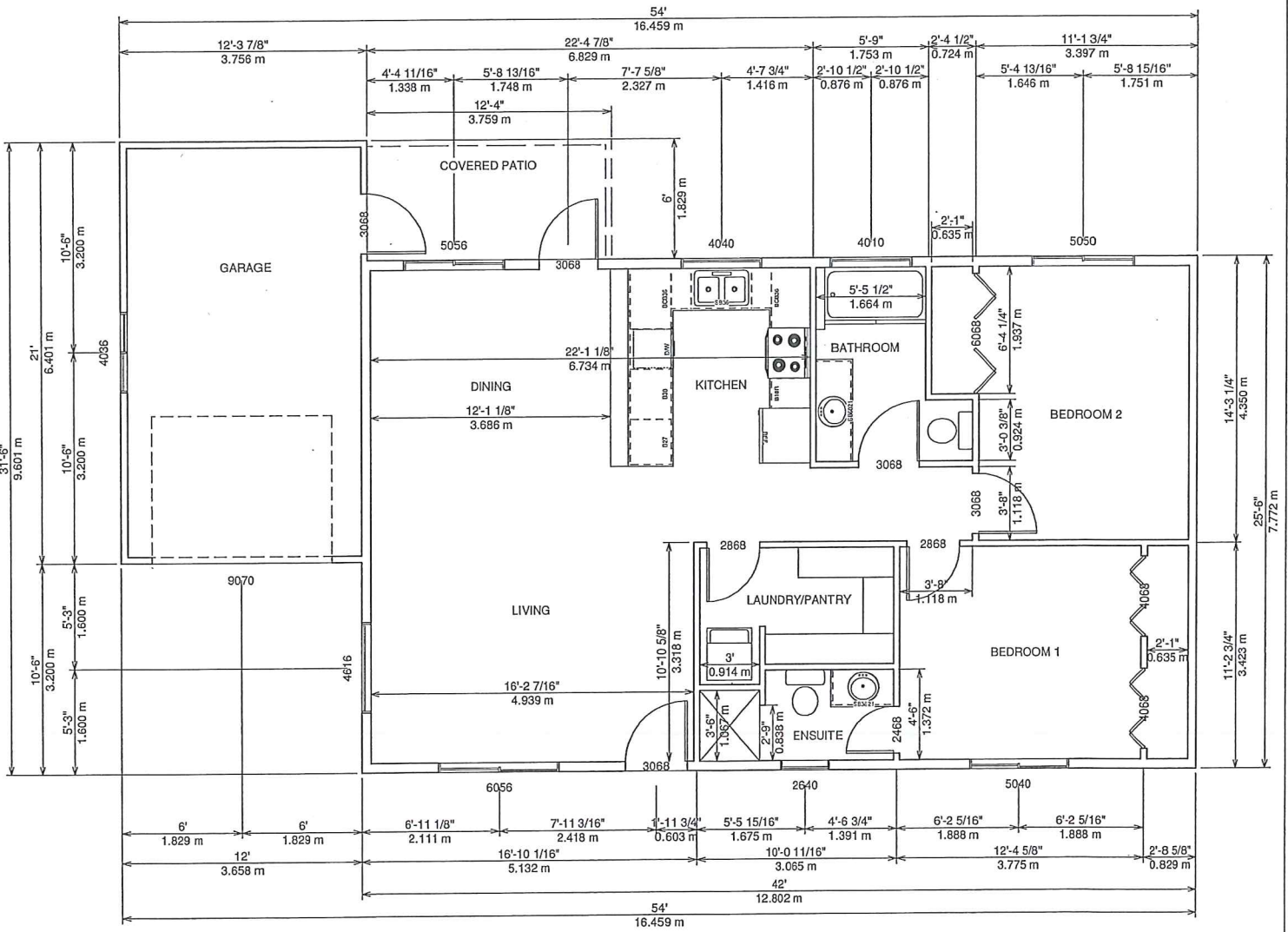
Certain layers such as lots, zoning and dp areas are updated bi-weekly. This map is for general information only.  
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Drawing Title: Site Plan	Scale: 5/32" = 1'	Date: Jan 12th, 2015	Project: Carriage House Proposal 605 Wallace Road	Notes: All work to be completed in accordance with the current BC Building Code	Drawn By: VOLK CONSTRUCTION DESIGN & BUILD	Sheet: 3 of 61
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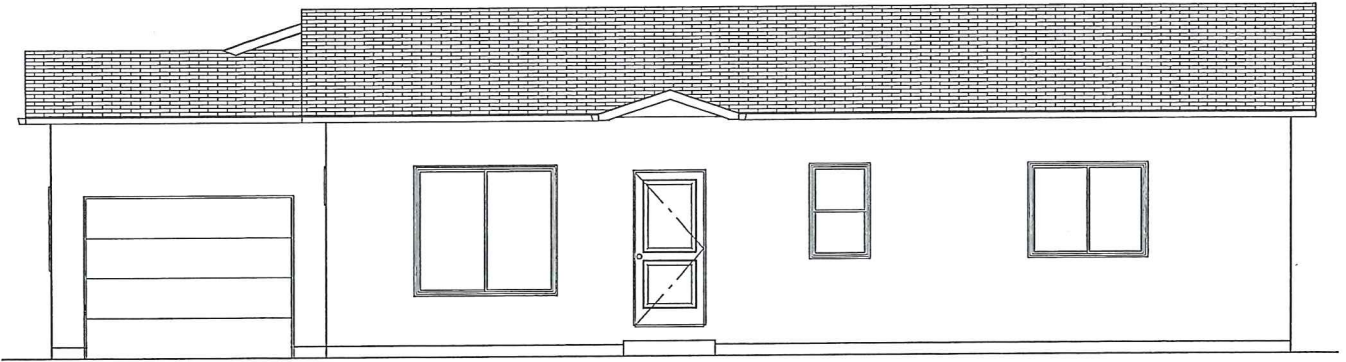
# PROPOSED CARRIAGE HOUSE



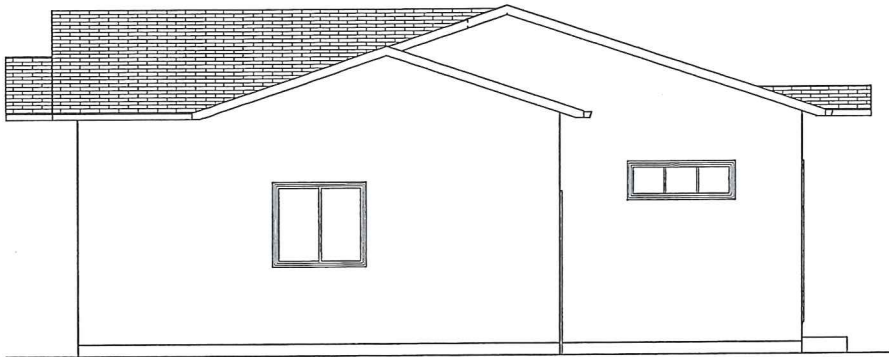
Drawing Title: Floor Plan	Scale: 1/4" = 1'	Date: Jan 12th, 2015	Project: Carriage House Proposal 605 Wallace Road	Notes: All work to be completed in accordance with the current BC Building Code	Drawn By: VOLK CONSTRUCTION DESIGN & BUILD	Sheet: 2 of 32
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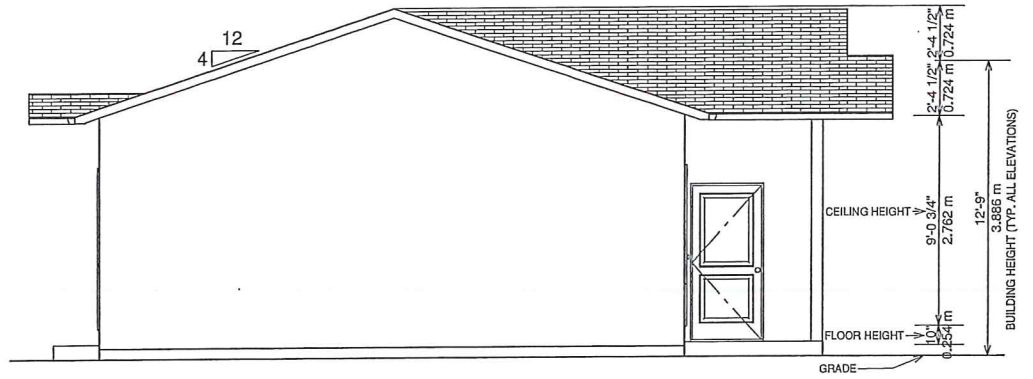
North Elevation



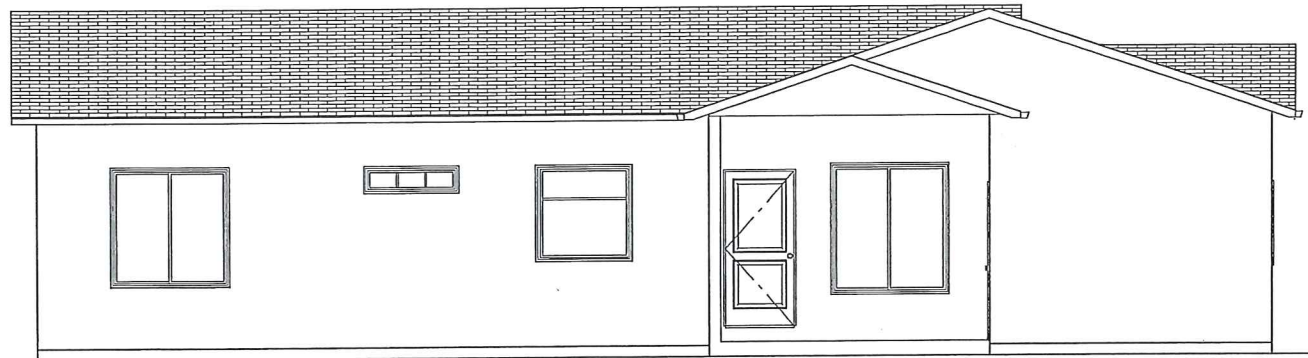
East Elevation



West Elevation



South Elevation



Drawing Title: Elevations	Scale: 1/4" = 1'	Date: Jan 12th, 2015	Project: Carriage House Proposal 605 Wallace Road	Notes: All work to be completed in accordance with the current BC Building Code	Drawn By: VOLK CONSTRUCTION DESIGN & BUILD	Sheet: 1 of 3
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## CITY OF KELOWNA

### MEMORANDUM

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**Date:** February 4, 2015  
**File No.:** Z15-0003  
**To:** Urban Planning (TY)  
**From:** Development Engineer Manager (SM)  
**Subject:** 605 Wallace Road – Lot 5, Plan 18566, Sec. 35, Twp. 26, ODYD

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The Development Engineering comments and requirements regarding this application to rezone from RR3 to RR3c (carriage) are as follows:

1. Subdivision

Provide easements as required

2. Domestic water and fire protection.

This development is within the service area of the Black Mountain Irrigation District (BMID). All the fees and charges are to be paid directly to BMID.

3. Sanitary Sewer.

The subject property is located within the Local Area Service (LAS) #20. The current Policy requires that all the LAS charges be cash commuted when the property is rezoned to a higher density. The pay-out charge for a house and a carriage house is 1 and ½ SFE. The current LAS #20 payout rate is \$3,268.69 per SFE and the total charge is in the amount of **\$4,903.04** the charge is valid until April 30, 2015. The charge should be paid prior to the preparation of taxes notices in order that the annual levy is not collected for 2015

4. Bonding and Levies Summary.

Levies

Local Service Area #20 charges

**\$ 4,903.04**

(valid until April 30, 2015)

  
\_\_\_\_\_  
Steve Muenz, P.Eng.  
Development Engineering Manager

B<sup>2</sup>

**CITY OF KELOWNA**  
**BYLAW NO. 11079**  
**Z15-0003 - Robert Volk and Gwendlyn Miller**  
**605 Wallace Road**

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A bylaw to amend the "City of Kelowna Zoning Bylaw No. 8000".

The Municipal Council of the City of Kelowna, in open meeting assembled, enacts as follows:

1. THAT City of Kelowna Zoning Bylaw No. 8000 be amended by changing the zoning classification of Lot 5, Section 35, Township 26, ODYD, Plan 18566, located on Wallace Road, Kelowna, B.C., from the RR3 - Rural Residential 3 zone to the RR3c - Rural Residential 3 with Carriage House zone.
2. This bylaw shall come into full force and effect and is binding on all persons as and from the date of adoption.

Read a first time by the Municipal Council this

Considered at a Public Hearing on the

Read a second and third time by the Municipal Council this

Adopted by the Municipal Council of the City of Kelowna this

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Mayor

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City Clerk

# REPORT TO COUNCIL



**Date:** April 13, 2015  
**RIM No.** [RIM Classification Number]  
**To:** City Manager  
**From:** Urban Planning, Community Planning & Real Estate  
**Application:** OCP14-0002 & TA14-0001  
**Subject:** I6 Zoning Bylaw Text Amendment

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## 1.0 Recommendation

THAT Official Community Plan Bylaw Text Amendment No. OCP14-0002 to amend Kelowna 2030 - Official Community Plan Bylaw No. 10500 by amending Map 5.8 as outlined in the Report of the Community Planning and Real Estate Department dated April 13, 2015, be considered by Council.

AND THAT Official Community Plan Bylaw Text Amendment No. OCP14-0002 to amend Kelowna 2030 - Official Community Plan Bylaw No. 10500 by adding Section 18 to the Comprehensive Development Permit Guidelines, as outlined in the Report of the Community Planning and Real Estate Department dated April 13, 2015, be considered by Council.

AND THAT Zoning Bylaw Text Amendment No. TA14-0001 to amend City of Kelowna Zoning Bylaw No. 8000 by amending to I6 - Low Imp Report of the Community Planning and Real Estate Department dated April 13, 2015, be considered by Council.

AND FURTHER THAT the Official Community Plan Amending Bylaw and the Zone Amending Bylaw be forwarded to a Public Hearing for further consideration.

## 2.0 Purpose

To amend the Official Community Plan to clarify Development Permit Guidelines in Limited Industrial Areas and to amend the Zoning Bylaw to amend permitted uses and building forms in the I6 - Transitional Industrial Zone.

## 3.0 Urban Planning

Urban Planning staff have developed amendments to the Official Community Plan and the Zoning Bylaw to address concerns raised about potential development in the I6-Transitional Industrial zone.

The proposed amendments to the Zoning Bylaw will amend the permitted uses and development standards in the I6 - Transitional Industrial zone to require that development be more compatible with surrounding residential uses. The amendments will also remove development standards in the zone which would be better implemented through the Official Community Plan.

The Official Community Plan amendments will amend the Comprehensive Development Permit Area map to require that industrially zoned properties in the Arab and Appaloosa Road Areas

obtain a Development Permit prior to Industrial development. Development standards conditions removed from the Zoning Bylaw will also be inserted into the Official Community Plan so that they may be included in the Development Permit process.

#### 4.0 Proposal

##### 4.1 Background

The I6 - Low Impact Transitional Industrial Zone was created by Council to provide a suitable zone for properties in the Arab and Appaloosa Road area. It is intended to support low impact industrial activities that are compatible with neighboring properties, including residential and agricultural properties.

In late 2013, staff and Council reviewed the I6-Transitional Industrial zone to ensure that it achieved Council objectives. At the time, Council resolved that:

*AND THAT Council directs staff to bring forward the proposed amendments to the I6 Zone, including a provision for outdoor storage, and to require Development Permits, to ensure consistency with the intent and purpose of the Kelowna 2030 OCP and Industrial-Limited designation;*

Staff have developed a series of amendments to the I6 - Transitional Industrial zone and the Official Community Plan that are intended to meet the direction given by Council.

##### 4.2 Official Community Plan Amendments

The proposed OCP amendments will give Council additional powers in determining the form and character of industrial development that may occur in the Arab and Appaloosa Road areas.

Map 5.8 of the OCP, the Urban Design Development Permit Area Map, will be amended to require that industrially zoned properties off of Arab and Appaloosa Roads be required to apply for and obtain Comprehensive Urban Design Development Permits prior to any industrial development. This policy change will not impact property owners who are not industrially zoned or conducting industrial development.

The Comprehensive Urban Design Permit Guidelines will also be amended, adding a Section 18 to the Permit Guidelines. These Permit Guidelines will replace guideline style language being removed from the I6 zone in the Zoning Bylaw, allowing more flexibility on the part of the approving authority.

Development Permit Guidelines will include guidelines around site lighting, screening, building materials, building form and character and landscaping.

##### 4.3 Zoning Bylaw Amendments

The proposed Zoning Amendments have two goals. The first is to remove the Development Permit style language from the I6 Transitional Industrial zone, which will be relocated to the Official Community Plan. Though these guidelines are being removed from the Zoning Bylaw, developers will still be required to adhere to similar guidelines being inserted into the Official Community Plan.



The second objective is to amend the I6 bylaw to foster development which is more compatible with the transitional objectives of the bylaw while still allowing economically feasible development.

	<b>Current</b>	<b>Proposed</b>
<b>Principal Uses</b>	Remove Food Primary Establishment and Liquor Primary Establishment	Add Outdoor Storage and Business Support Services
<b>Secondary Uses</b>		Add Secondary Suite
<b>Site Coverage</b>	Site coverage is 60% including buildings, driveways and parking areas.	Site coverage is 50%.
<b>Maximum Height</b>	Up to 3 storeys or 14.0 m for industrial buildings or structures	Up to 2 ½ storeys or 9.5 m for industrial buildings or structures
<b>Side Yard Setbacks</b>	0.0 m for industrial adjacent to industrial, between 3.0 m to 7.5 m when adjacent to residential	4.5 m for all industrial buildings, 7.5 m when adjacent to non-industrial.
<b>Rear Yard Setbacks</b>	0.0 m for industrial buildings and structures except 30.0m when adjacent to residential land use.	7.5 m for industrial buildings and structures, except 30.0m when adjacent to non-industrial future land use.

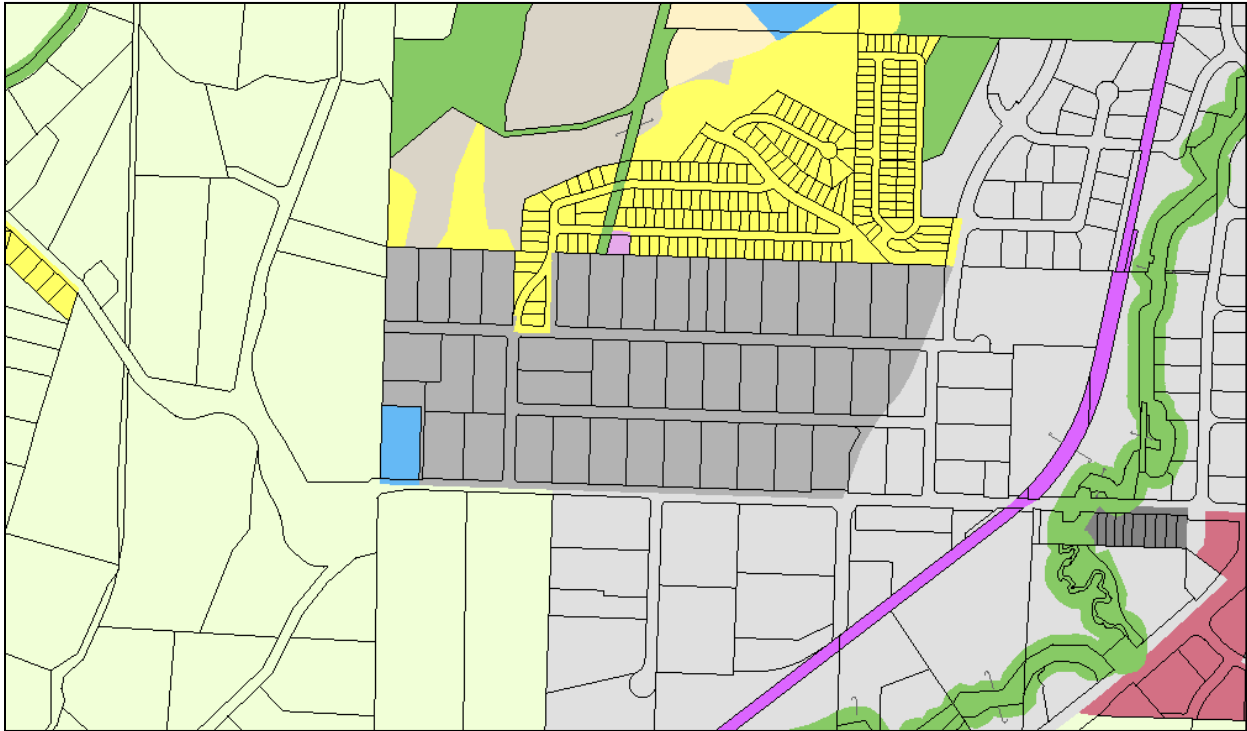
Table 1 - Selected proposed I6 zoning bylaw changes.

The objective of the changes is to facilitate a form of development which is less overtly industrial, supporting structures that are closer in scale to residential land uses. Uses which generate heavy traffic during non business hours, such as food service and alcohol service, have also been removed as they are not compatible with residential uses.

The I6 zone will permit the storage of vehicles or RVs on I6 zoned properties. However, they will be required to be set back at least 30 m from properties not designated for future industrial use, such as the residential properties north of the area.

At this time, only one property is zoned I6. The owners have been consulted as part of the process of developing the bylaw amendments. The Official Community Plan only allows the I6 zone in a limited area, fronting Arab and Appaloosa Roads north of Sexsmith.

**Effected Properties Map:**



**5.0 Current Development Policies**

**5.1 Kelowna Official Community Plan (OCP)**

**Industrial, Limited**

General industrial uses, limited by compatibility with on-site and nearby residential uses. Uses consistent with new zone I6 - Industrial Limited.

**Industrial Projections**

Recent trends in industrial development indicate an average annual floor space development (based on building permit issuances between 2000 and 2009) of approximately 25,650 m<sup>2</sup> (276,000 sq. ft.) per year. If buildings cover approximately 55 - 60% of each parcel, that would create an annual average demand for 3.2 - 4 ha (8 - 10 acres) of new industrial land. Over twenty years that would mean a need for an additional 64 - 80 ha (160 - 200 acres) of new industrial land.

**Report prepared by:**

---

Ryan Roycroft, Planner 2

**Reviewed by:**

Ryan Smith, Urban Planning Manager

**Approved for Inclusion:**

Doug Gilchrist, Divisional Director, Community Planning & Real Estate

**Attachments:**

Schedule "A"

Schedule "B"

Map 5.8

**Schedule A - TA14-0001**  
**Draft List of Amendments to Zoning Bylaw No. 8000 (I6 Zone)**

Zoning Bylaw No. 8000				
No.	Section	Existing	Proposed	Explanatory Note
1.	Purpose Amend 15.6.1	The purpose is to provide a <b>zone</b> for a range of low-impact transitional industrial land uses which are appropriate as a transition between established industrial land uses and residential, rural, and agricultural land uses. This <b>zone</b> is only available for land that is designated in the City of Kelowna Official Community Plan for Industrial - Limited.	The purpose is to provide a <b>zone</b> for a range of low-impact transitional industrial land uses. <u>Uses should be primarily indoors, with limited outdoor storage behind extensive buffering or screening.</u> Uses must be appropriate as a transition between established industrial land uses and residential, rural, and agricultural land uses. This <b>zone</b> is only available for land that is designated in the City of Kelowna Official Community Plan for Industrial - Limited.	Amend to clarify that the permitted low-impact transitional industrial land uses are to occur primarily within buildings, and that related outdoor storage is to be screened and buffered from other uses.
	Amend 15.6.2 Principal Uses		Add:  Outdoor storage  Business Support Services	Add Outdoor storage (per Council resolution) and Business Support Services as uses in I6 - Transitional Industrial
	Amend 15.6.2 Principal Uses		Delete:  Food Primary Establishment  Liquor Primary Establishment, minor	Delete Food Primary Establishment and Liquor Primary - not compatible with low traffic intent of I6
?	Amend 15.6.3 Secondary Uses	Secondary Suite not a listed secondary use	d) secondary suite within single dwelling housing	I6 presently permits SDH, but not secondary suites, but current A1 zone does permit suites.  Residential security operator unit is a permitted secondary use, so if secondary suite not permitted, people will just abuse the RSO.

3.	Delete 15.6.5 a) Floor Area Ratio	a) The maximum floor area ratio is 1.0		FAR is less restrictive than site coverage, no need for redundant restrictions.
3.	Site Coverage Amend 15.6.5 b)	b) The maximum <b>site coverage</b> is 60% including <b>buildings</b> , driveways and parking areas.	b) The maximum <b>site coverage</b> is 50%.	Reduce overall site coverage, but be less restrictive in terms of how site coverage is allocated.
4.	15.6.5 c) Maximum Height	c) The maximum height is as follows: <ul style="list-style-type: none"> <li>• Lesser of 2 ½ storeys or 9.5 m for residential buildings and structures</li> <li>• Lesser of 3 storeys or 14.0 m for industrial buildings and structures.</li> </ul>	The maximum height is as follows: <ul style="list-style-type: none"> <li>• Lesser of 2 ½ storeys or 9.5 m for residential buildings and structures</li> <li>• Lesser of 2 ½ storeys or 9.5 m for industrial buildings and structures.</li> <li>• No more than 4.8 m for accessory buildings or structures</li> </ul>	Add mention of accessory building/structure height for garages, sheds et al.  Reduce maximum height of industrial buildings to match residential buildings.
4.	Front Yards Replace 15.6.5 d)	d) The minimum <b>front yards</b> are as follows: <ul style="list-style-type: none"> <li>• 4.5 m for all <b>buildings and structures</b>.</li> <li>• 9.0 m from a garage or <b>carport</b> having vehicular entry from the front.</li> <li>• 6.0 m for portions of industrial <b>buildings and structures</b> greater than two <b>storeys</b> or 9.5 m in <b>height</b>.</li> </ul>	d) The minimum <b>front yards</b> are as follows: <ul style="list-style-type: none"> <li>• 4.5 m for all <b>buildings and structures</b>.</li> <li>• 6.0 m from a garage or <b>carport</b> having vehicular entry from the front.</li> </ul>	Revise to enable consistency of front yard setbacks, and appropriate to a transitioning residential/industrial area. Simplifies bylaw.  For context, 6 m is the FY setback for the existing A1 zone, and the CD15 zone. I2 requires 7.5 m.



5.	Side Yards Amend 15.6.5 e)	The minimum <b>side yards</b> are as follows: <ul style="list-style-type: none"> <li>• 3.0 m for residential <b>buildings and structures</b>.</li> <li>• 0.0 m for industrial <b>buildings and structures</b>, except when adjacent to a residential land use it is 3.0 m for a one <b>storey industrial building or structure</b> (not to exceed 4.5 m in <b>height</b>) and 7.5 m for industrial <b>buildings and structures</b> greater than one <b>storey in height</b>.</li> <li>• In all cases, not less than 4.5 m from a <b>flanking street</b>.</li> </ul>	The minimum <b>side yards</b> are as follows: <ul style="list-style-type: none"> <li>• 3.0 m for residential <b>buildings and structures</b>.</li> <li>• 4.5 m for industrial <b>buildings and structures</b>, except it is: <ul style="list-style-type: none"> <li>○ 7.5 m where the <b>side yard</b> is adjacent to a non-industrial future land use designation.</li> </ul> </li> </ul>	Amend to require setbacks and prohibit 0.0 m setbacks.
6.	Rear Yards Replace 15.6.5 f)	The minimum <b>rear yards</b> are as follows: <ul style="list-style-type: none"> <li>• 7.5 m for residential <b>buildings and structures</b>.</li> <li>• 0.0 m for industrial <b>buildings and structures</b>, except when adjacent to a residential land use it is 30.0 m</li> </ul>	The minimum <b>rear yards</b> are as follows: <ul style="list-style-type: none"> <li>• 7.5 m for residential <b>buildings and structures</b>.</li> <li>• 7.5 m for industrial <b>buildings and structures</b>, except it is: <ul style="list-style-type: none"> <li>○ 30.0 m where the <b>rear yard</b> is adjacent to a non-industrial future land use designation.</li> </ul> </li> </ul>	Amend to ensure 30m RY setback is provided adjacent to Sol Terra Ranch and to future residential area west of Arab Court (still presently zoned A1).
7.	Other Regulations Delete 15.6.6 c)	Drive in food services are not a permitted form of development.		With food primary establishment no longer a permitted use, this restriction is no longer needed.
8.	Other Regulations Insert new subsection after 15.6.6 c)		d) No machinery or equipment shall be permitted between the principal building and the front property line. e) No machinery or equipment shall be permitted in the minimum required side or rear yards.	

9.	<p>Building massing and design</p> <p>Delete 15.6.7 a) through h)</p>	<p>a) <b>Buildings</b> shall be oriented to prominently address the <b>street</b> and shall include <b>street-facing</b>, human-scale elements including windows and identifiable pedestrian entrance doors. Glazing on the principal façade should amount to not less than 30% of the total façade.</p> <p>b) Façade design should incorporate elements and style from commercial and/or residential <b>buildings</b>, as opposed to purely industrial/utilitarian design.</p> <p>c) Front façade design should promote no more than a two <b>storey</b> presence. Higher portions of the building should be set back and finished with different colour(s) and/or material(s) that the first two <b>storeys</b>.</p> <p>d) Where new industrial <b>development</b> is occurring adjacent to residential uses, window openings shall be placed to reduce the opportunity for overlook and should be offset in plan from residential windows.</p> <p>e) Unfinished concrete block shall not be used as an exterior building material for principal facades or when the façade faces a residential land use.</p> <p>f) Rooftop screening of mechanical and electrical equipment shall be provided using materials consistent with the treatment of principal facades.</p> <p>g) When loading doors occur on <b>street</b> facing facades they shall be set</p>		<p>Delete a), b), c)</p> <p>Sections d) through h) consolidated and moved to Kelowna 2030 OCP, Chapter 14: Urban Design DP Guidelines, A. Comprehensive Development Permit Area Design Guidelines, under a new Section 18 - Industrial-Limited Design Guidelines Area</p>
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		<p>back from the main building plane and articulated in a manner that compliments the <b>building</b> façade.</p> <p>h) Signage shall be limited to discrete sign band areas on the building and/or low level free standing signage areas incorporated into the <b>front yard landscaping</b>. Large areas of signage shall not dominate the front façade of the building.</p>		
10.	<p>Light, noise, dust, odour and emissions</p> <p>Delete 15.6.8 a), b), c), d), e)</p>	<p>a) Parking within the front yard shall be limited to customer and visitor parking only; all other parking should be provided elsewhere on site.</p> <p>b) Permeable or alternative paving surface treatments are encouraged for light duty parking areas (e.g. customer or visitor parking). Swales and bio-filtering are encouraged to be incorporated into landscaping adjacent to parking areas in order to aid storm water infiltration.</p> <p>c) Landscape materials shall be drought tolerant and appropriate for the Okanagan climate. Rain water capture and re-use for irrigation is encouraged.</p> <p>d) Fencing (in addition to landscaping) shall be installed on all property boundaries adjacent to residential</p>		<p>Deleted Section a) and c). Sections b), d) and e) consolidated and moved to Kelowna 2030 OCP, Chapter 14: Urban Design DP Guidelines, A. Comprehensive Development Permit Area Design Guidelines, under a new Section 18 - Industrial-Limited Design Guidelines Area</p>

		<p>use. All installed fencing shall be opaque except for decorative fencing in a front yard.</p> <p>e) Where new industrial development is occurring adjacent to residential land uses, the interface shall be site planned, designed and landscaped to promote privacy for the residential land use.</p>		
11.	<p>Landscaping, buffering and parking Replace 15.6.9 a)</p>	<p>a) Parking within the <b>front yard</b> shall be limited to customer and visitor parking only; all other parking should be provided elsewhere on site.</p>	<p>a) No parking shall be permitted:</p> <ul style="list-style-type: none"> <li>• in the <b>front yard</b> except visitor and residential parking;</li> <li>• in required <b>side yards</b>;</li> <li>• in the <b>rear yard</b> within 7.5m of an adjacent non industrial future land use designation.</li> </ul>	<p>Some parking guidelines moved to Official Community Plan. Remainder has been clarified.</p>
12.	<p>Landscaping, buffering and parking Delete 15.6.9 b), c) &amp; e)</p>	<p>b) Permeable or alternate paving surface treatments are encouraged for light duty parking areas (e.g. customer or visitor parking). Swales and bio-filtering are encouraged to be incorporated into <b>landscaping</b> adjacent to parking areas in order to aid storm water infiltration.</p> <p>c) <b>Landscape</b> materials shall be drought tolerant and appropriate for the Okanagan climate. Rain water capture and re-use for irrigation is encouraged.</p> <p>e) Where new industrial <b>development</b> is occurring adjacent to residential land uses, the interface shall be site planned, designed, and <b>landscaped</b> to promote privacy for the residential land use.</p>		<p>Sections b) &amp; e) consolidated and moved to Kelowna 2030 OCP, Chapter 14: Urban Design DP Guidelines, A. Comprehensive Development Permit Area Design Guidelines, under a new Section 18 - Industrial-Limited Design Guidelines Area</p> <p>Delete c) - duplicates Kelowna 2030 OCP, Chapter 14: Urban Design DP Guidelines, A. Comprehensive Development Permit Area Design Guidelines, Section 12 - Landscape development and irrigation water conservation</p>

13.	Landscaping, buffering and parking Delete 15.6.9 d)	d) <b>Fencing</b> (in addition to <b>landscaping</b> ) shall be installed on all property boundaries adjacent to residential use. All installed <b>fencing</b> shall be opaque except for decorative fencing in a front yard.	c	Redundant with Section 7 bylaw requirements.
14.	Outdoor storage and display Replace 15.6.10 a)	a) <b>Outdoor storage ancillary</b> to a permitted <b>use</b> is not permitted in the <b>front yard</b> , or within the minimum <b>side and rear yard setbacks</b> (but may be accommodated in the <b>side and rear yards</b> when located beyond the minimum setback).	a) No <b>outdoor storage</b> is permitted in the <b>front yard</b> or in required <b>side or rear yard setbacks</b> .	Amend to simplify wording.
15.	Outdoor storage and display Delete 15.6.10 d), f), g), i), and j), and renumber	<p>d) <b>Outdoor storage ancillary</b> to a permitted <b>use</b> shall not exceed in area the <b>building</b> area used by the <b>business</b> on the property to perform its operations.</p> <p>f) Materials in <b>outdoor storage</b> shall be associated with the principal <b>use</b> located on the site, and there shall be no <b>outdoor storage</b> of unrelated materials.</p> <p>g) Illumination of <b>outdoor storage</b> areas shall be such that light falling onto abutting properties is minimized.</p> <p>i) Equipment or vehicles in an outdoor display or sales, or <b>non-accessory parking</b>, shall not be in a state of disrepair.</p>		<p>15.6.10 d) would make outdoor vehicle storage uneconomical by requiring massive buildings to match outdoor storage size</p> <p>15.6.10 f) would prohibit outdoor vehicle storage as a standalone use.</p> <p>15.6.10 g) duplicates: Light, noise, dust odour and emissions 15.6.8 b)</p> <p>15.6.10 i) duplicates: Bylaw to Prohibit Unsightly Premises and Visual Nuisance, Section 3.3 - No owner or occupier of real property shall cause or permit a visual <b>nuisance</b> on their premises.</p> <p>15.6.10 j) duplicates:</p>



		j) Lighting of outdoor display areas shall not include broadcast light fixtures but rather directional lighting specific to the display items.		Light, noise, dust odour and emissions 15.6.8 b)
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**Schedule B - TA14-0001**  
**Draft List of Amendments to OCP Bylaw No. 10500**

Zoning Bylaw No. 10500			
No.	Section	Proposed	Explanatory Note
1.	<b>Purpose</b> Add section 18 to A. Comprehensive Development Permit Area (Multiple Unit Residential, Commercial and Industrial Design Guidelines)	18.0 Transitional Industrial  In areas designated for Industrial – Limited use, these guidelines must be considered as well as all other guidelines in this section.  18.1 Industrial development adjacent to residential land uses must be planned, landscaped and screened to maintain the privacy of residential uses.  18.2 Where new industrial development is occurring adjacent to residential uses, window openings shall be placed to reduce the opportunity for overlook and be offset from residential windows.  18.3 Unfinished concrete block shall not be used as an exterior building material for principal facades or where the façade faces a residential land use.  18.4 Where loading doors face the street, they shall be set back from the main building plane.  18.5 The primary entrance of the main building on site should face the roadway.  18.6 Where security concerns limit windows and other openings, building design should employ other design techniques to avoid creating long blank walls.  18.7 Rooftop screening of mechanical and electrical equipment must be provided using materials consistent with the treatment of principal facades.  18.8 All lighting shall be oriented facing the site, pointed in a downward	DP Guidelines to guide I6 or other transitional industrial development. DP Guidelines are the best tool for achieving Council Objectives <i>vis a vis</i> this zone, as opposed to Zoning Bylaw Requirements.

		<p>direction and constructed at the lowest practical elevation to minimize light trespass over surrounding properties.</p> <p>18.9 Tall, broadcast or flood lights are not permitted.</p> <p>18.10 Where possible, parking and outdoor storage should be located behind buildings or other structures. Where parking and storage is not behind buildings, it must be screened with landscaping or fencing.</p> <p>18.11 Unpaved parking and storage surfaces should be made dust free through design or treatment.</p>	
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N



**Slope**

Hillside 20% +

**Intensive Residential**

Character Neighbourhood DP Area

**Revitalization**

Revitalization DP Area

**General Commercial & Industrial DP Areas**

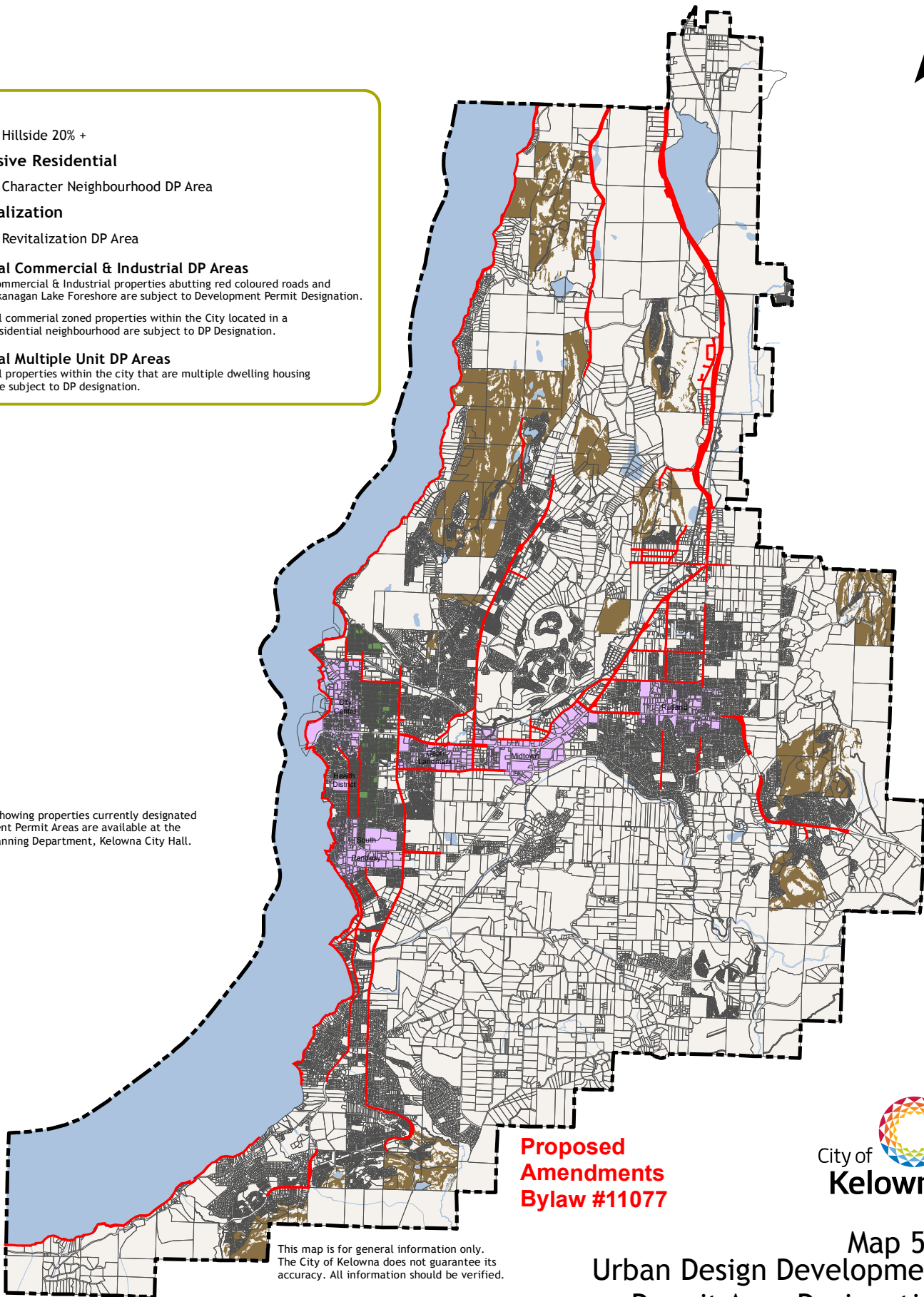
Commercial & Industrial properties abutting red coloured roads and Okanagan Lake Foreshore are subject to Development Permit Designation.

All commercial zoned properties within the City located in a residential neighbourhood are subject to DP Designation.

**General Multiple Unit DP Areas**

All properties within the city that are multiple dwelling housing are subject to DP designation.

Note : Maps showing properties currently designated as Development Permit Areas are available at the Policy and Planning Department, Kelowna City Hall.



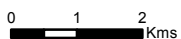
This map is for general information only. The City of Kelowna does not guarantee its accuracy. All information should be verified.

**Proposed  
Amendments  
Bylaw #11077**



**Map 5.8  
Urban Design Development  
Permit Area Designation**

Official Community Plan 2030



Rev. Apr 2, 2015

# CITY OF KELOWNA

## BYLAW NO. 11077

### Official Community Plan Amendment No. OCP14-0002 Amendments to Chapter 14 - Urban Design DP Guidelines

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A bylaw to amend the "*Kelowna 2030 - Official Community Plan Bylaw No. 10500*".

The Municipal Council of the City of Kelowna, in open meeting assembled, enacts as follows:

1. THAT Map 5.8 - Urban Design DP Area Designation of "*Kelowna 2030 - Official Community Plan Bylaw No. 10500*" be deleted in its entirety and replaced with a new Map 5.8 - Urban Design DP Area Designation as outlined in Schedule "A" attached;
2. AND THAT Chapter 14 - Urban Design DP Guidelines, A. Comprehensive Development Permit Area (Multiple unit Residential, Commercial and Industrial Design Guidelines) be amended by adding a new Section 18.0 Transitional Industrial in its appropriate location the following:

#### **"18.0 Transitional Industrial**

In areas designated for Industrial - Limited use, these guidelines must be considered as well as all other guidelines in this section.

- 18.1 Industrial development adjacent to residential land uses must be planned, landscaped and screened to maintain the privacy of residential uses.
- 18.2 Where new industrial development is occurring adjacent to residential uses, window openings shall be placed to reduce the opportunity for overlook and be offset from residential windows.
- 18.3 Unfinished concrete block shall not be used as an exterior building material for principal facades or where the façade faces a residential land use.
- 18.4 Where loading doors face the street, they shall be set back from the main building plane.
- 18.5 The primary entrance of the main building on site should face the roadway.
- 18.6 Where security concerns limit windows and other openings, building design should employ other design techniques to avoid creating long blank walls.
- 18.7 Rooftop screening of mechanical and electrical equipment must be provided using materials consistent with the treatment of principal facades.



- 18.8 All lighting shall be oriented facing the site, pointed in a downward direction and constructed at the lowest practical elevation to minimize light trespass over surrounding properties.
  - 18.9 Tall, broadcast or flood lights are not permitted.
  - 18.10 Where possible, parking and outdoor storage should be located behind buildings or other structures. Where parking and storage is not behind buildings, it must be screened with landscaping or fencing.
  - 18.11 Unpaved parking and storage surfaces should be made dust free through design or treatment.”
3. This bylaw shall come into full force and effect and is binding on all persons as and from the date of adoption.

Read a first time by the Municipal Council this

Considered at a Public Hearing on the

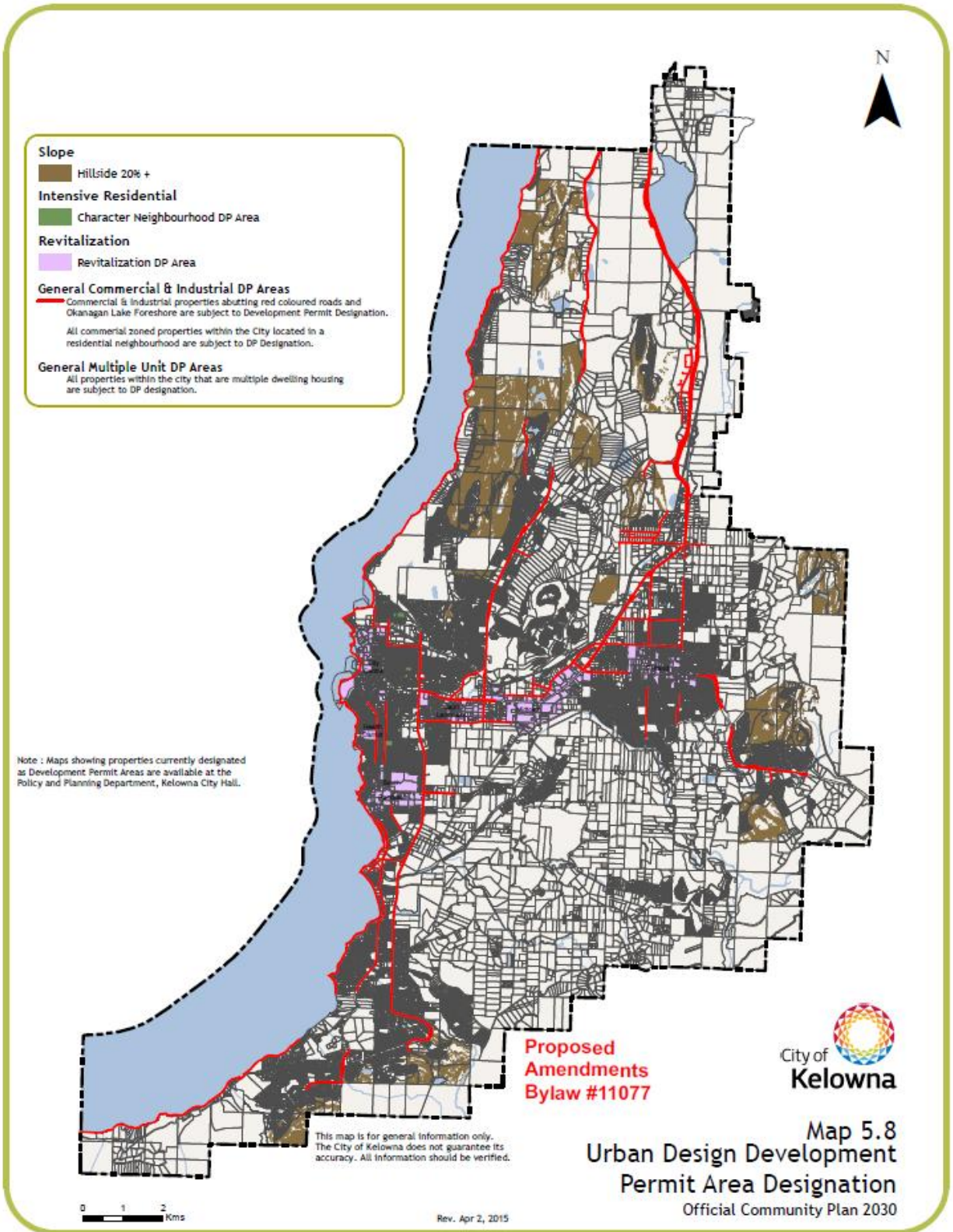
Read a second and third time by the Municipal Council this

Adopted by the Municipal Council of the City of Kelowna this

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Clerk

Schedule "A"



**CITY OF KELOWNA**  
**BYLAW NO. 11082**  
**TA14-0001 - Amendment to Section 15-Industrial Zones**

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A bylaw to amend the "City of Kelowna Zoning Bylaw No. 8000".

The Municipal Council of the City of Kelowna, in open meeting assembled, enacts as follows:

1. THAT City of Kelowna Zoning Bylaw No. 8000, **Section 15 - Industrial Zones, 15.6 I6 - Low-Impact Transitional Industrial (Liquor Primary)** be amended by:
  - a) Adding to **15.6.1 Purpose**, after the first sentence the following: "Uses should be primarily indoors, with limited outdoor storage behind extensive buffering or screening.";
  - b) Adding in its appropriate location to **15.6.2 Principal Uses "Business Support Services"** and **"Outdoor Storage"** and renumber subsequent sub-paragraphs;
  - c) Deleting from **15.6.2 Principal Uses "Food Primary Establishment"** and **"Liquor Primary Establishment, minor"** and renumber subsequent sub-paragraphs;
  - d) Adding to **15.6.3 Secondary Uses** a new sub-paragraph "d) secondary suite within single dwelling housing" in its appropriate location;
  - e) Deleing **15.6.5 Development Regulations**, in its entirety that reads:
    - a) The maximum **floor area ratio** is 1.0.
    - b) The maximum **site coverage** is 60% including **buildings**, driveways and parking areas.
    - c) The maximum **height** is as follows:
      - Lesser of 2 ½ **storeys** or 9.5 m for residential **buildings** and **structures**.
      - Lesser of 3 **storeys** or 14.0 m for industrial **buildings** and **structures**.
    - d) The minimum **front yards** are as follows:
      - 4.5 m for all **buildings** and **structures**.
      - 9.0 m from a garage or **carport** having vehicular entry from the front.
      - 6.0 m for portions of industrial **buildings** and **structures** greater than two **storeys** or 9.5 m in **height**.
    - e) The minimum **side yards** are as follows:
      - 3.0 m for residential **buildings** and **structures**.
      - 0.0 m for industrial **buildings** and **structures**, except when adjacent to a residential land use it is 3.0 m for a one **storey** industrial **building** or **structure** (not to exceed 4.5 m in **height**) and 7.5 m for industrial **buildings** and **structures** greater than one **storey** in **height**.
      - In all cases, not less than 4.5 m from a **flanking street**.
    - f) The minimum **rear yards** are as follows:
      - 7.5 m for residential **buildings** and **structures**.
      - 0.0 m for industrial **buildings** and **structures**, except when adjacent to a residential land use it is 30.0 m"

And replace it with a new **15.6.5 Development Regulations** that reads:

- "a) The maximum **site coverage** is 50%.
- b) The maximum **height** is as follows:
- Lesser of 2 ½ storeys or 9.5 m for residential **buildings and structures**
  - Lesser of 2 ½ storeys or 9.5 m for industrial **buildings and structures**.
  - No more than 4.8 m for **accessory buildings or structures**.
- c) The minimum **front yards** are as follows:
- 4.5 m for all **buildings and structures**.
  - 6.0 m from a garage or **carport** having vehicular entry from the front.
- d) The minimum **side yards** are as follows:
- 3.0 m for residential **buildings and structures**.
  - 4.5 m for industrial **buildings and structures**, except it is:
    - 7.5 m where the side yard is adjacent to a non-industrial future land use designation.
- e) The minimum **rear yards** are as follows:
- 7.5 m for residential **buildings and structures**.
  - 7.5 m for industrial **buildings and structures**, except it is:
    - 30.0 m where the **rear yard** is adjacent to a non-industrial future land use designation."
- f) Deleing **15.6.6 Other Regulations** sub-paragraph c) in its entirety that reads "Drive in food services are not a permitted form of development."
- g) Deleing **15.6.7 Building massing and design** in its entirety that reads:

**"15.6.7 Building massing and design**

- a) **Buildings** shall be oriented to prominently address the **street** and shall include **street**-facing, human-scale elements including windows and identifiable pedestrian entrance doors. Glazing on the principal façade should amount to not less than 30% of the total façade.
- b) Façade design should incorporate elements and style from commercial and/or residential **buildings**, as opposed to purely industrial/utilitarian design.
- c) Front façade design should promote no more than a two **storey** presence. Higher portions of the building should be set back and finished with different colour(s) and/or material(s) that the first two **storeys**.
- d) Where new industrial **development** is occurring adjacent to residential uses, window openings shall be placed to reduce the opportunity for overlook and should be offset in plan from residential windows.
- e) Unfinished concrete block shall not be used as an exterior building material for principal facades or when the façade faces a residential land use.

- f) Rooftop screening of mechanical and electrical equipment shall be provided using materials consistent with the treatment of principal facades.
- g) When loading doors occur on **street** facing facades they shall be set back from the main building plane and articulated in a manner that compliments the **building** façade.
- h) Signage shall be limited to discrete sign band areas on the building and/or low level free standing signage areas incorporated into the **front yard landscaping**. Large areas of signage shall not dominate the front façade of the building.”

h) Deleing **15.6.8 Light, noise, dust, odour and emissions** in its entirety that reads:

**“15.6.8 Light, noise, dust, odour and emissions**

- a) Energy efficient light sources (e.g. LED) and energy sources (e.g. solar) are encouraged.
- b) All lighting shall be oriented such that it faces into the **site**, is downward directional, and is constructed at the lowest elevation practical for the intended application so as to minimize light trespass onto neighbouring properties.
- c) All activities resulting in dust, odour, noise or other emissions must take place inside a **structure** designed to contain said emission. **Building** ventilation must adequately remove/filter the emission (e.g. dust or odour) and not simply expel it from the building.
- d) Tall, broadcast or flood light sources are not permitted.
- e) Outdoor paging or sound broadcast systems are not permitted.”

i) Deleing **15.6.9 Landscaping, buffering and parking** in its entirety that reads:

**“15.6.9 Landscaping, buffering and parking**

- a) Parking within the **front yard** shall be limited to customer and visitor parking only; all other parking should be provided elsewhere on site.
- b) Permeable or alternate paving surface treatments are encouraged for light duty parking areas (e.g. customer or visitor parking). Swales and bio-filtering are encouraged to be incorporated into **landscaping** adjacent to parking areas in order to aid storm water infiltration.
- c) **Landscape** materials shall be drought tolerant and appropriate for the Okanagan climate. Rain water capture and re-use for irrigation is encouraged.
- d) **Fencing** (in addition to **landscaping**) shall be installed on all property boundaries adjacent to residential use. All installed **fencing** shall be opaque except for decorative fencing in a front yard.
- e) Where new industrial **development** is occurring adjacent to residential land uses, the interface shall be site planned, designed, and **landscaped** to promote privacy for the residential land use.



And replace it with a new **15.6.9 Landscaping, buffering and parking** that reads:

"a) No parking shall be permitted:

- in the **front yard** except visitor and residential parking;
- in required **side yards**;
- in the **rear yard** within 7.5m of an adjacent non industrial future land use designation."

j) Deleing **15.6.10 Landscaping, buffering and parking** in its entirety that reads:

**"15.6.10 Outdoor storage and display**

- a) **Outdoor storage ancillary** to a permitted use is not permitted in the **front yard**, or within the minimum **side and rear yard** setbacks (but may be accommodated in the **side and rear yards** when located beyond the minimum setback).
- b) All **outdoor storage** shall be screened from view of any **street** or adjoining property utilizing opaque **fencing** and **landscaping** materials which are consistent with the overall **site development**.
- c) **Outdoor storage** shall be consolidated into a single area per **lot**.
- d) **Outdoor storage ancillary** to a permitted use shall not exceed in area the **building** area used by the **business** on the property to perform its operations.
- e) There shall be no **outdoor storage** of toxic, noxious, explosive, odorous or radioactive materials.
- f) Materials in **outdoor storage** shall be associated with the principal use located on the site, and there shall be no **outdoor storage** of unrelated materials.
- g) Illumination of **outdoor storage** areas shall be such that light falling onto abutting properties is minimized.
- h) Outdoor display or sales, or **non-accessory parking**, shall not encroach into **landscaped** areas.
- i) Equipment or vehicles in an outdoor display or sales, or **non-accessory parking**, shall not be in a state of disrepair.
- j) Lighting of outdoor display areas shall not include broadcast light fixtures but rather directional lighting specific to the display items."

And replace it with a new **15.6.10 Outdoor storage and display** that reads:

**"15.6.10 Outdoor storage and display**

- a) No outdoor storage is permitted in the front yard or in required side or rear yard setbacks.
- b) All **outdoor storage** shall be screened from view of any **street** or adjoining property utilizing opaque **fencing** and **landscaping** materials which are consistent with the overall **site development**.
- c) **Outdoor storage** shall be consolidated into a single area per **lot**.

d) Outdoor display or sales, or **non-accessory parking**, shall not encroach into **landscaped areas.**”

2. This bylaw shall come into full force and effect and is binding on all persons as and from the date of adoption.

Read a first time by the Municipal Council this

Considered at a Public Hearing on the

Read a second and third time by the Municipal Council this

Approved under the Transportation Act

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(Approving Officer-Ministry of Transportation)

Adopted by the Municipal Council of the City of Kelowna this

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Mayor

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City Clerk

# Report to Council



**Date:** April 9, 2015  
**File:** 0410-15  
**To:** City Manager  
**From:** Jodie Foster Sexsmith, Communications Supervisor  
**Subject:** 2015 Citizen Survey

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## **Recommendation:**

THAT Council receives, for information, the Report from the Communications Supervisor dated April 9, 2015 with respect to the 2015 Citizen Survey results;

AND THAT Council directs staff to conduct the Citizen Survey every two years to coincide with the new four year Council term.

## **Purpose:**

To provide Council with the results of the 2015 Citizen Survey.

## **Background:**

The last Citizen Survey was conducted in 2012. Previously, the City conducted the survey every three years to coincide with the first year of previous Council terms. With Council terms now being four years in length, staff is recommending that the Citizen Survey be conducted every two years, with the next survey in 2017.

The survey is an excellent tool to gather citizen feedback to determine citizen priorities for municipal spending, as well as their satisfaction with City programs and services.

## **2015 Survey:**

This is the second time that the City has conducted its statistically valid survey by telephone to get more representative data both geographically and demographically by establishing age and postal code quotas. The overall survey results are accurate within + or - 5.7 percentage points, 19 times out of 20. Ipsos Reid was selected to conduct the survey in order to benchmark against Kelowna's 2012 scores, as well as other BC municipalities.

The 2015 survey focused on 8 key areas:

- Quality of life
- Issue identification
- Community safety
- City performance
- City services and infrastructure
- Financial planning
- Priority setting
- Customer service

Overall, the survey results are predominantly positive for the City of Kelowna.

- Good quality of life
- Safe community
- Satisfied with services
- Good value for tax dollars
- Satisfied with customer service

Top of mind issues for citizens include transportation (traffic congestion and condition of streets), social issues (affordable housing), as well as growth and development.

Top priorities for City investment include drinking water, roads, sewage treatment facilities and encouraging a diverse supply of housing. The City of Kelowna's water utility provides drinking water to 52 per cent of citizens; the majority of the remaining drinking water supply is provided by four independent irrigation districts.

Note: The four geographic areas used in the survey were established with the first three digits of the postal codes in the City (e.g. V1Y or V1W). The survey areas are not consistent with the boundaries of the five water purveyors within the City.

**Internal Circulation:**

Carla Weaden, Divisional Director of Communications and Information Services

Submitted by:

Jodie Foster Sexsmith, Communications Supervisor

Approved for inclusion:



cc: Carla Weaden, Divisional Director of Communications and Information Services



# City of Kelowna

## 2015 Citizen Survey

Presented by: Catherine Knaus, Ipsos Reid



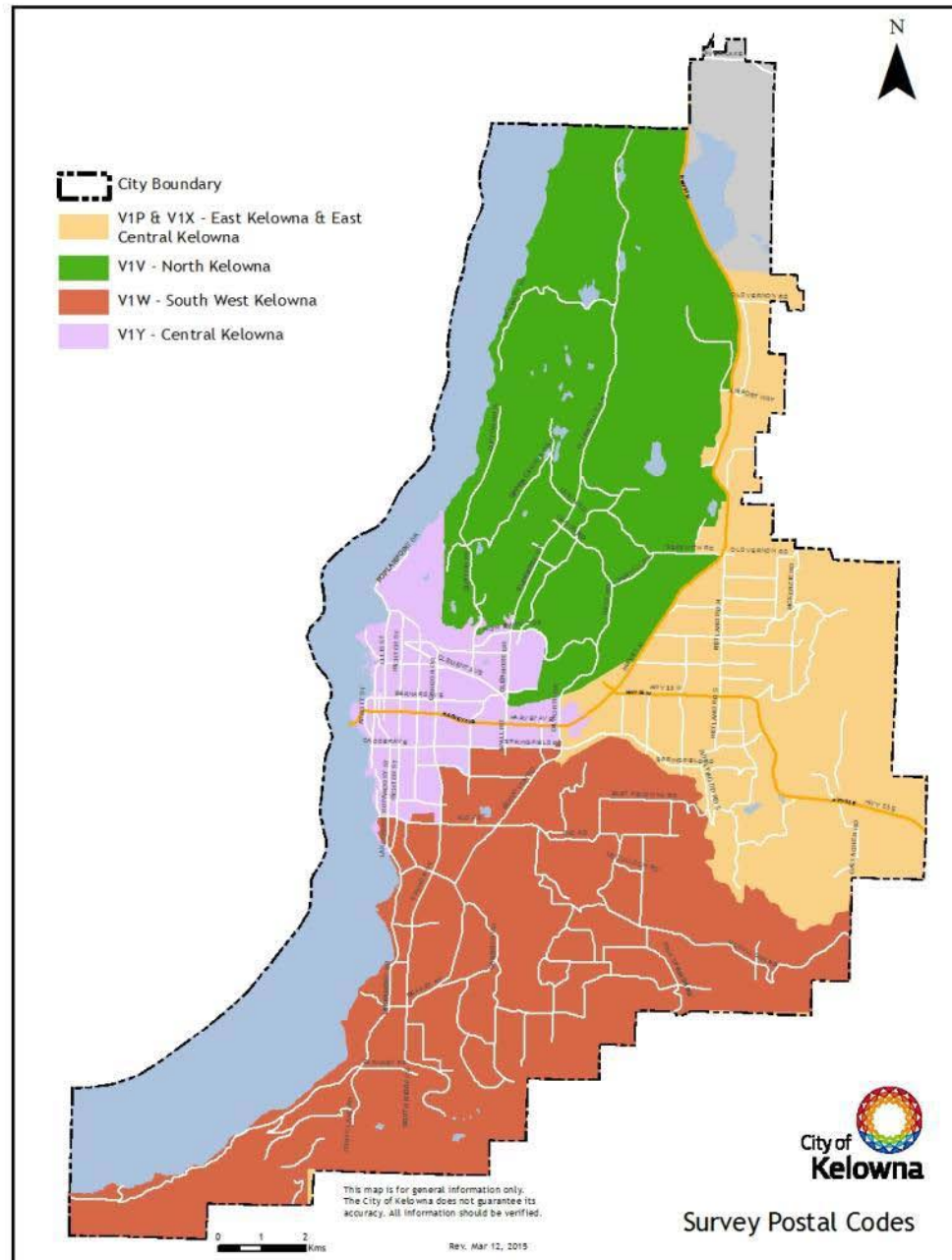
## Objective

- Conduct a statistically valid survey of residents to better understand opinions of the community, priority issues, and satisfaction with municipal services.

## Methodology

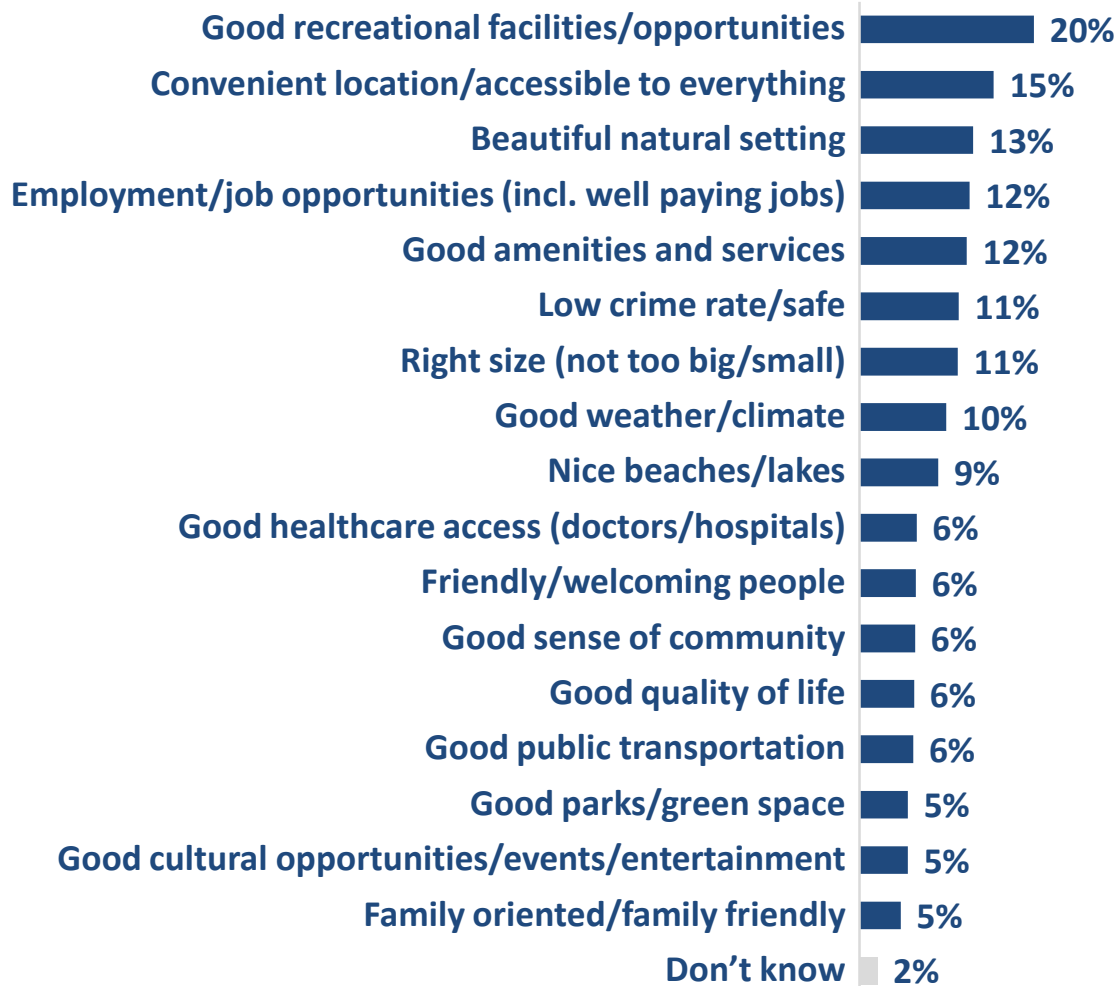
- Telephone survey conducted with a random and representative sample of 301 adult Kelowna residents.
- Included a mix of landline and cellphone sample.
- Conducted between February 10 and 19, 2015.
- Weighted to ensure the final sample's gender/age and regional distribution reflects that of the actual Kelowna population according to the most recent Census data.
- MOE:  $\pm 5.7$  percentage points, 19 times out of 20.
- Tracking and normative comparisons included where appropriate.







# Quality of Life



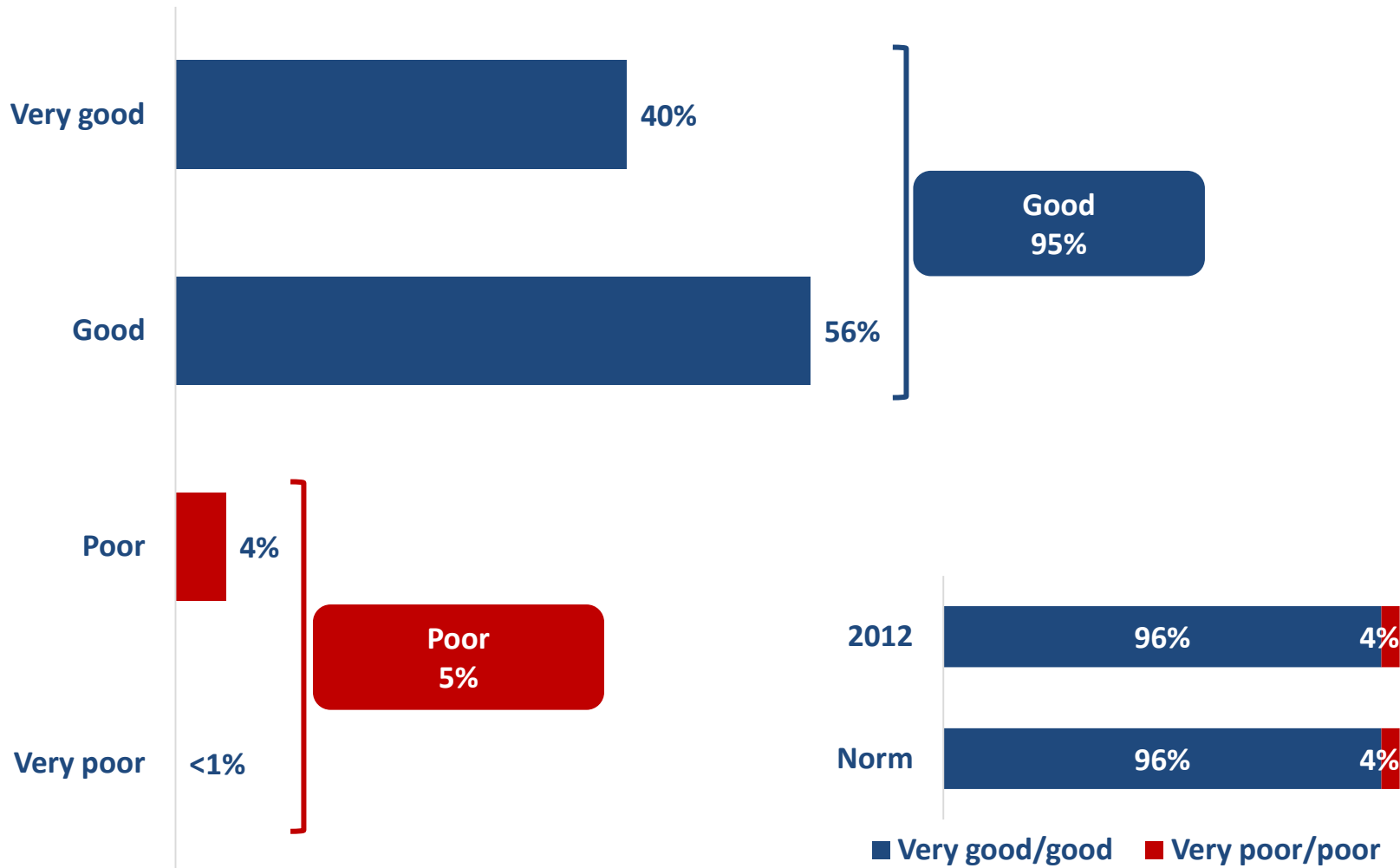
Recreational facilities and programs are one of the City's Primary Strengths

2012 Top Mentions	
Low crime rate/safe	16%
Good recreational facilities/opportunities	16%
Good parks/green space	13%
Employment/job opportunities	12%
Convenient location/accessible to everything	11%

Includes mentions of 5% or more.

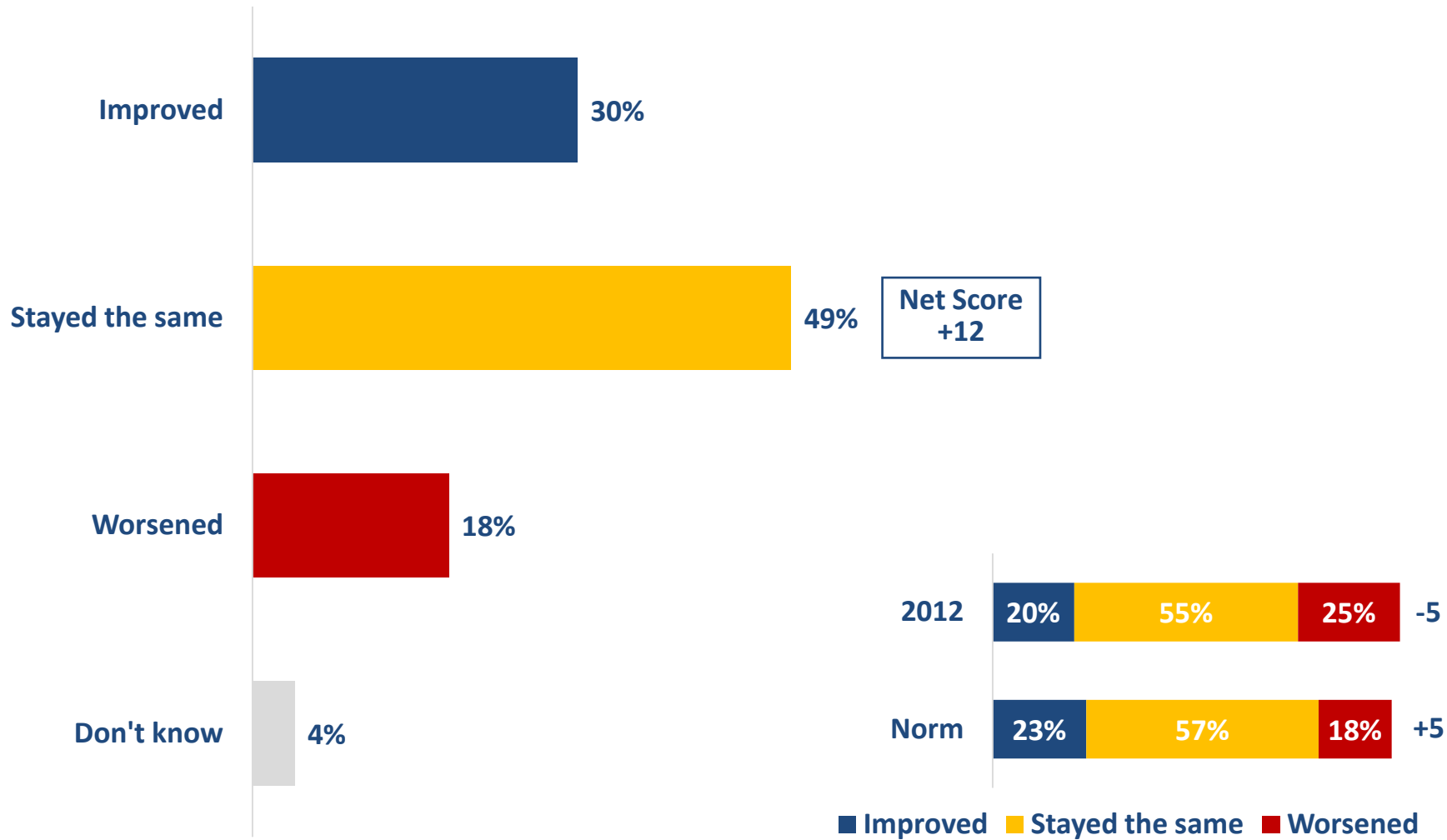
Base: All respondents (n=301)

Q2. There are a number of reasons why people choose to live in one city or area over another. Assuming family and weather are not factors, what qualities or characteristics make a city a good place to live? That is, what qualities or characteristics would you use to describe your ideal city? Anything else?



Base: All respondents (n=301)

Q3. How would you rate the overall quality of life in the City of Kelowna today?



# Reasons Quality of Life has Improved



2012 Top Mentions	
New/improved parks and green space	16%
Well managed municipality	13%
New/improved roads	12%
Well planned/developed	12%
New/improved amenities and services	9%

*Includes mentions of 5% or more.*

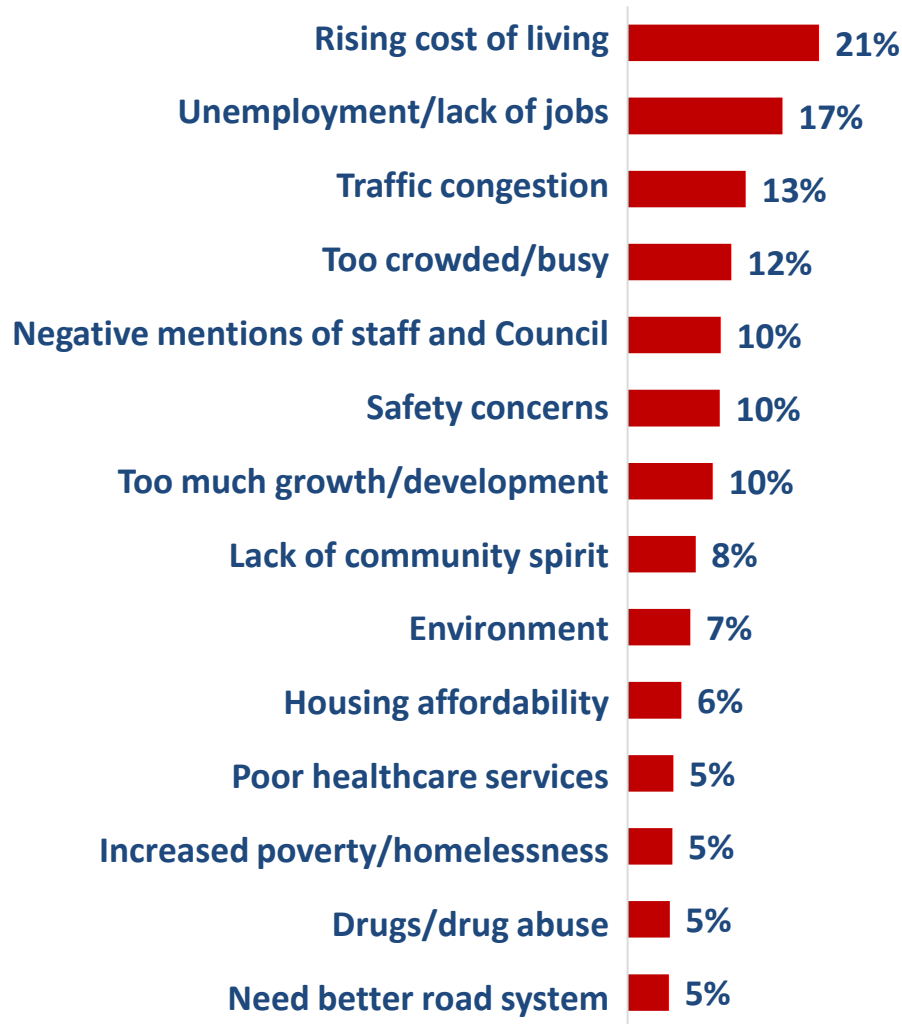
*\*Small base size.*

Base: Quality of life has improved (n=89)\*

Q5. Why do you think the quality of life has improved?



# Reasons Quality of Life has Worsened



2012 Top Mentions	
Unemployment/lack of jobs	20%
Economy	20%
Safety concerns	19%
Rising cost of living	14%
Too much growth/development	10%

*Includes mentions of 5% or more.*

*\*Small base size.*

Base: Quality of life has worsened (n=55)\*

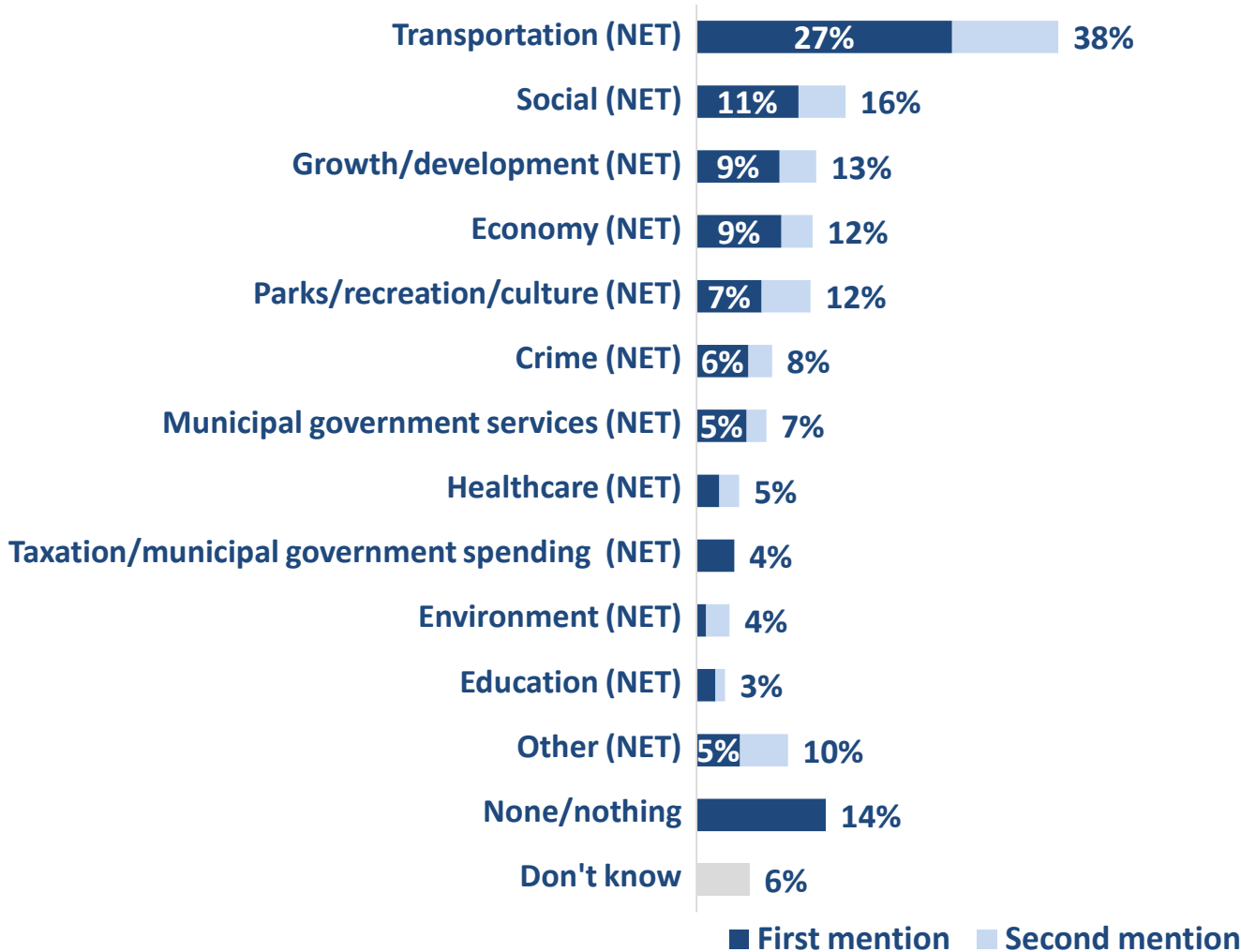
Q6. Why do you think the quality of life has worsened?



# Issue Agenda

# Top-of-Mind Local Issues

## Total Mentions



2012	Norm
37%	26%
17%	12%
17%	12%
12%	12%
12%	7%
9%	7%
8%	13%
5%	4%
10%	12%
6%	7%
7%	7%
4%	13%

Base: All respondents (n=301)

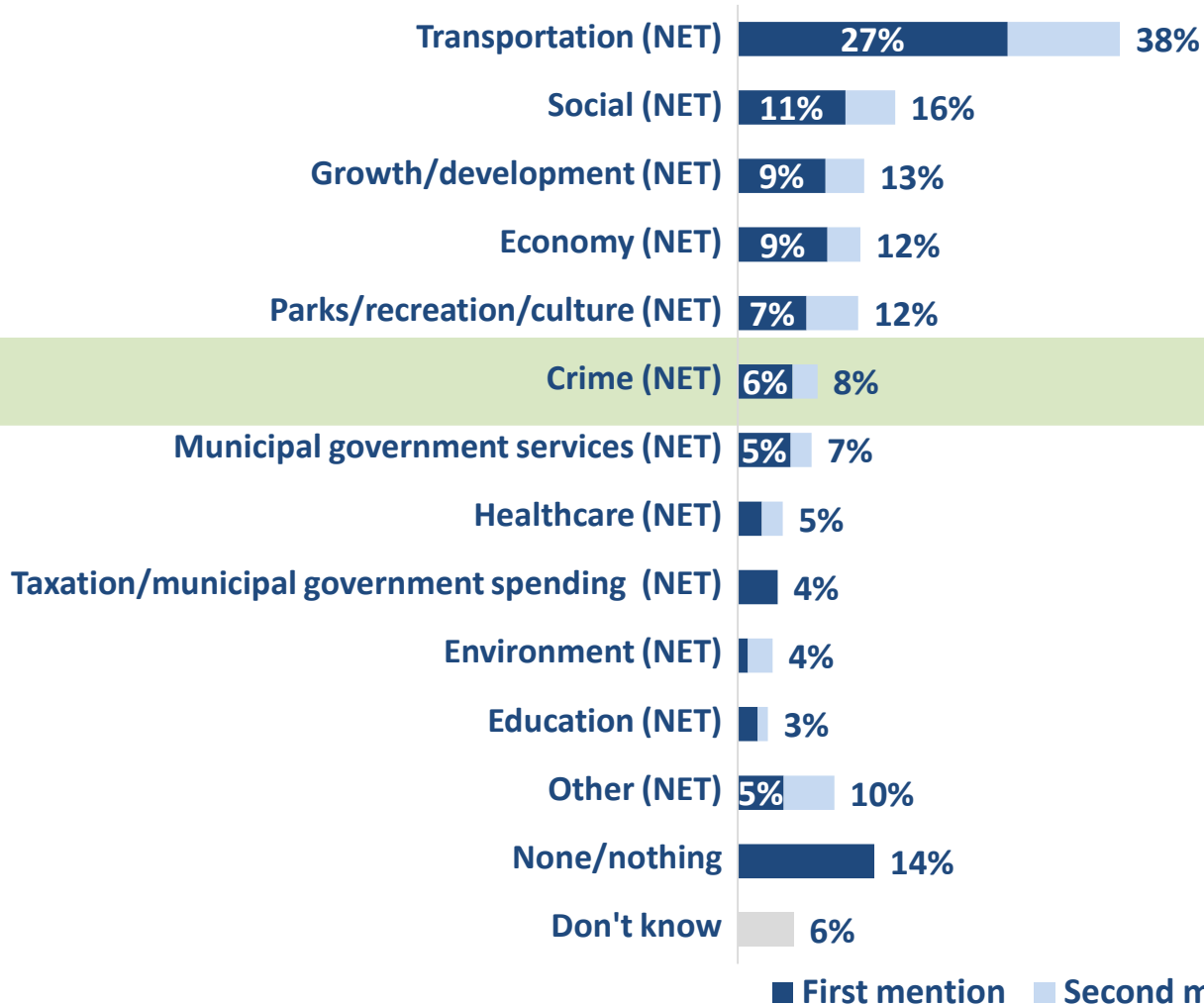
Q1. In your view, as a resident of the City of Kelowna, what is the most important issue facing your community, that is the one issue you feel should receive the greatest attention from local leaders? Are there any other important local issues?



# Community Safety

# Top-of-Mind Local Issues

## Total Mentions

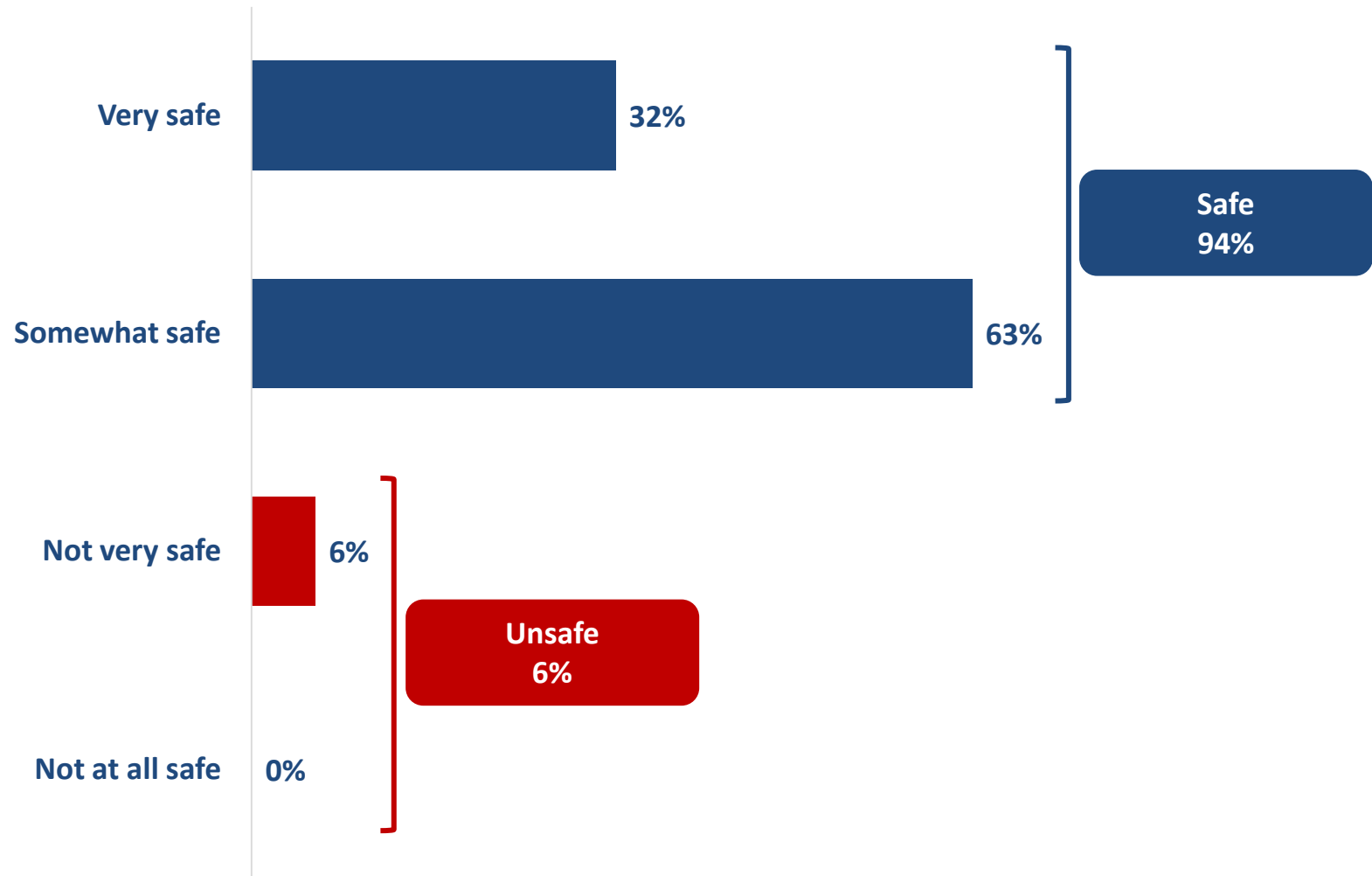


2012	Norm
37%	26%
17%	12%
17%	12%
12%	12%
12%	7%
9%	7%
8%	13%
5%	4%
10%	12%
6%	7%
7%	7%
4%	13%

Base: All respondents (n=301)

Q1. In your view, as a resident of the City of Kelowna, what is the most important issue facing your community, that is the one issue you feel should receive the greatest attention from local leaders? Are there any other important local issues?

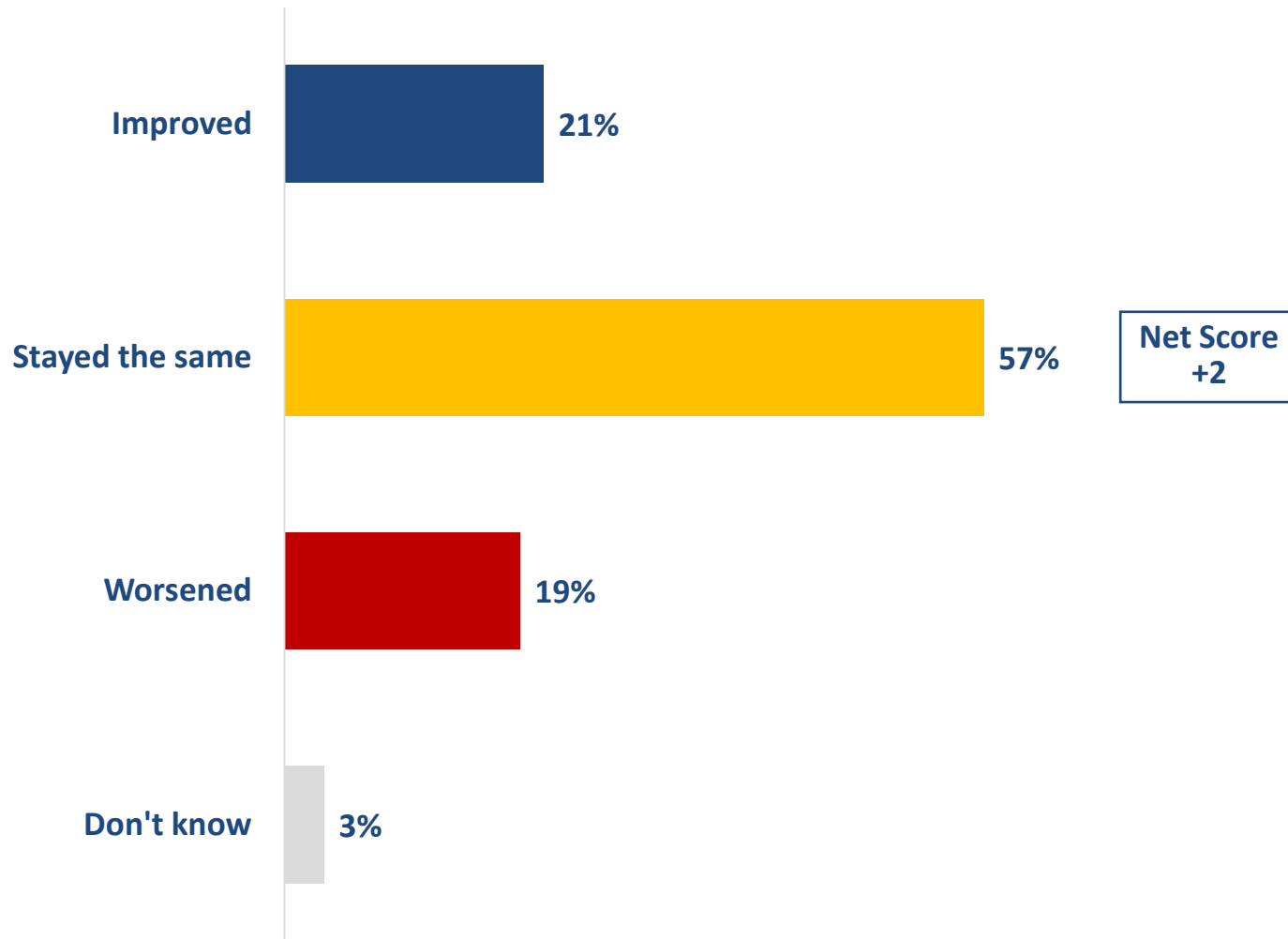
# Overall Community Safety

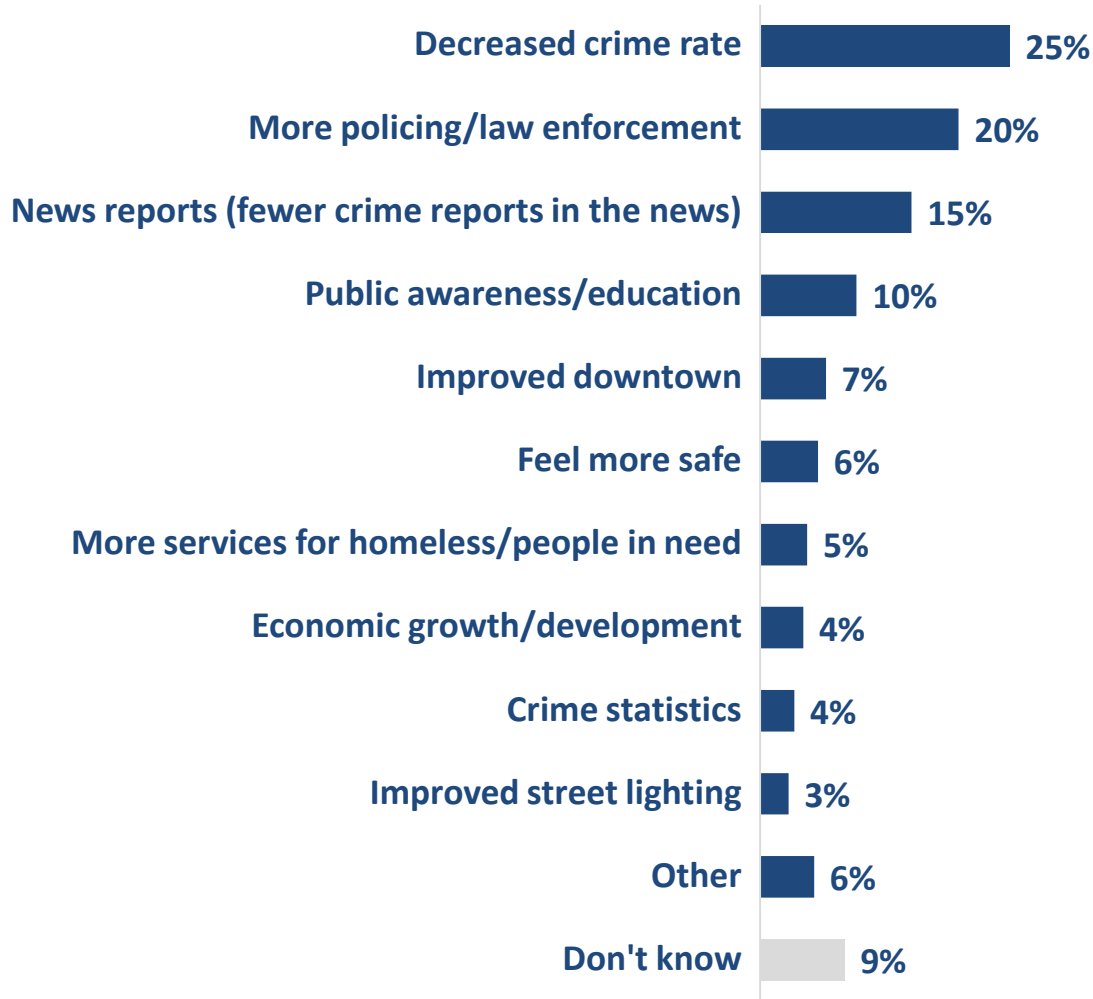


Base: All respondents (n=301)

Q20. Overall, would you describe the City of Kelowna as a very safe, somewhat safe, not very safe, or not at all safe community?





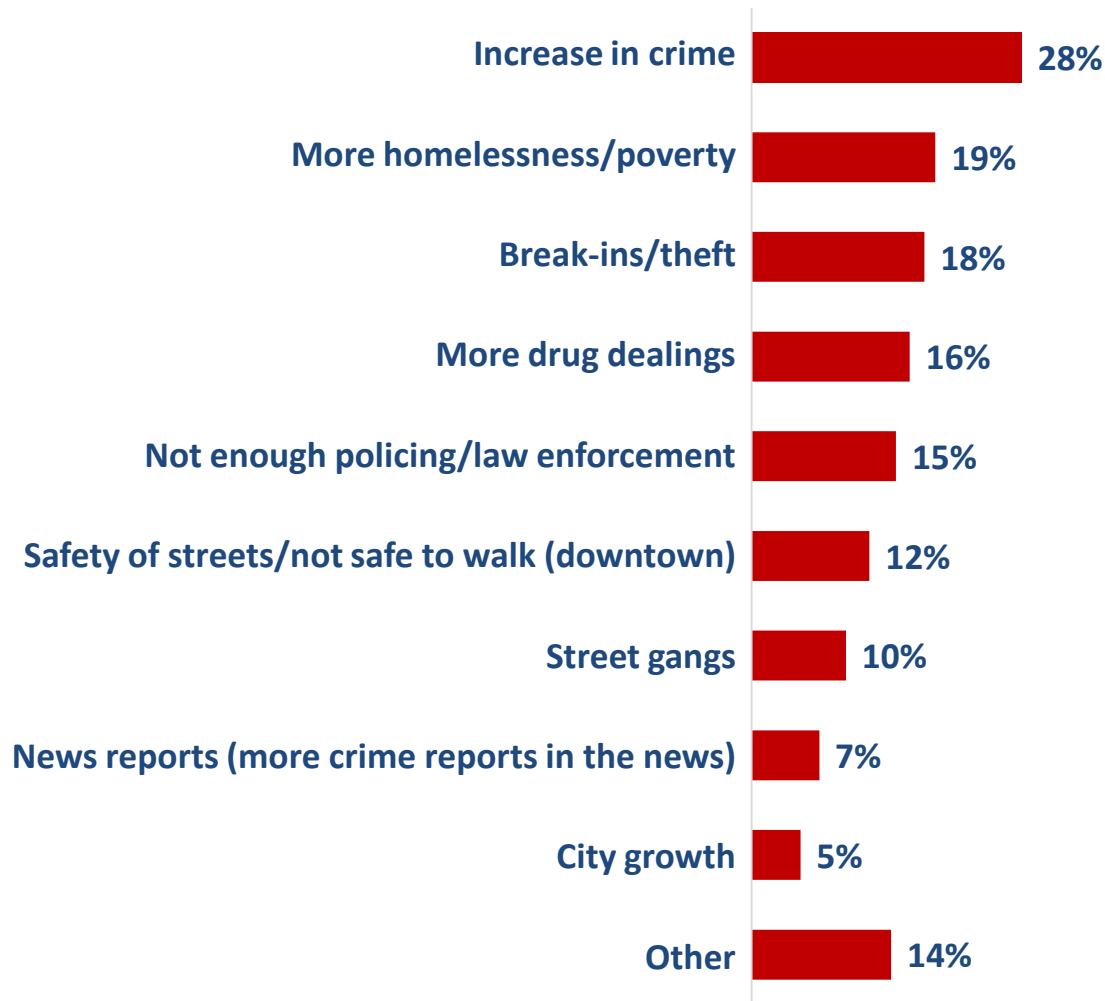


*\*Small base size.*

Base: Community safety has improved (n=60)\*

Q22. Why do you feel community safety has improved?

# Reasons Community Safety has Worsened



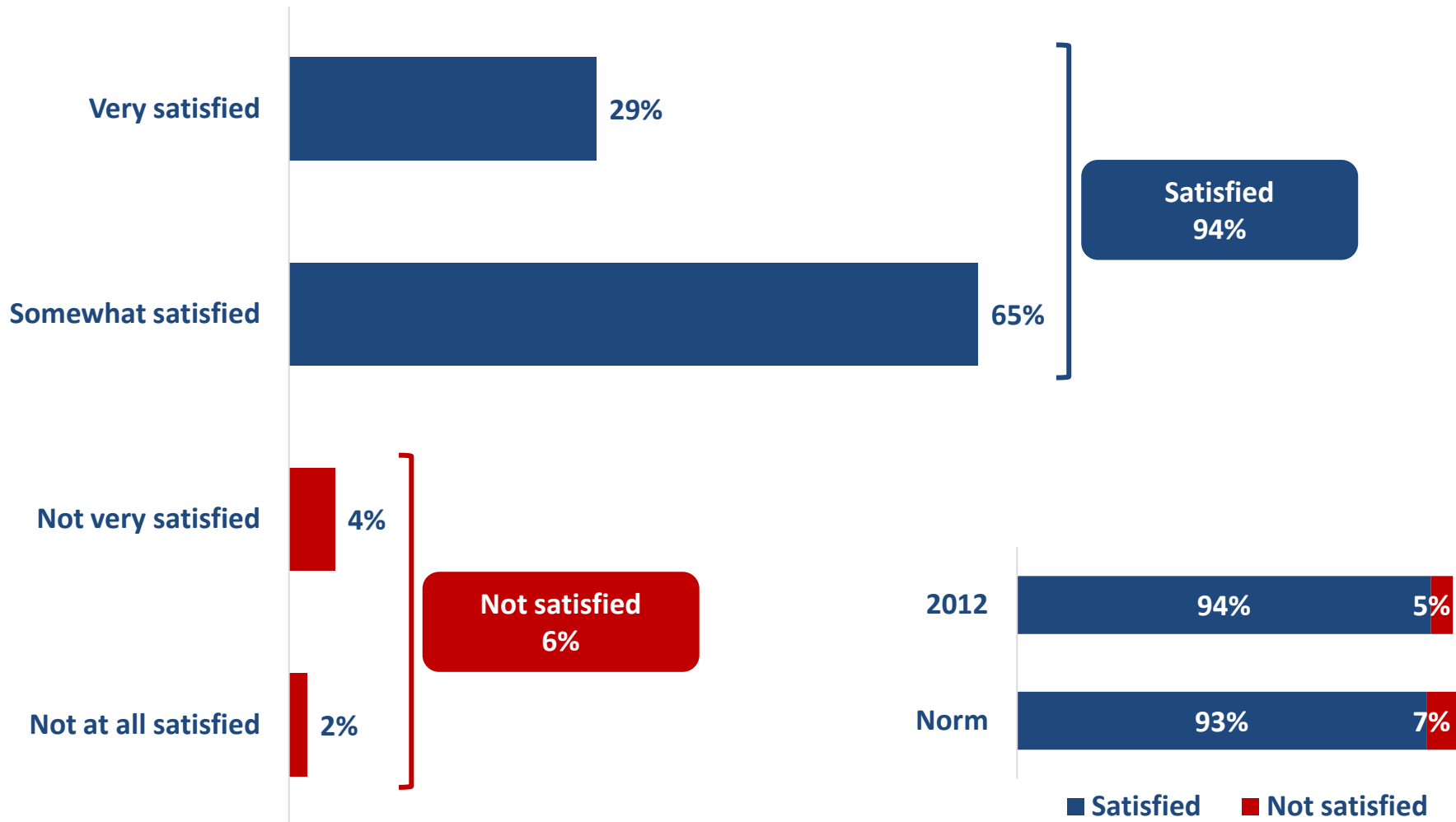
*\*Small base size.*

Base: Community safety has worsened (n=57)\*

Q23. Why do you feel community safety has worsened?

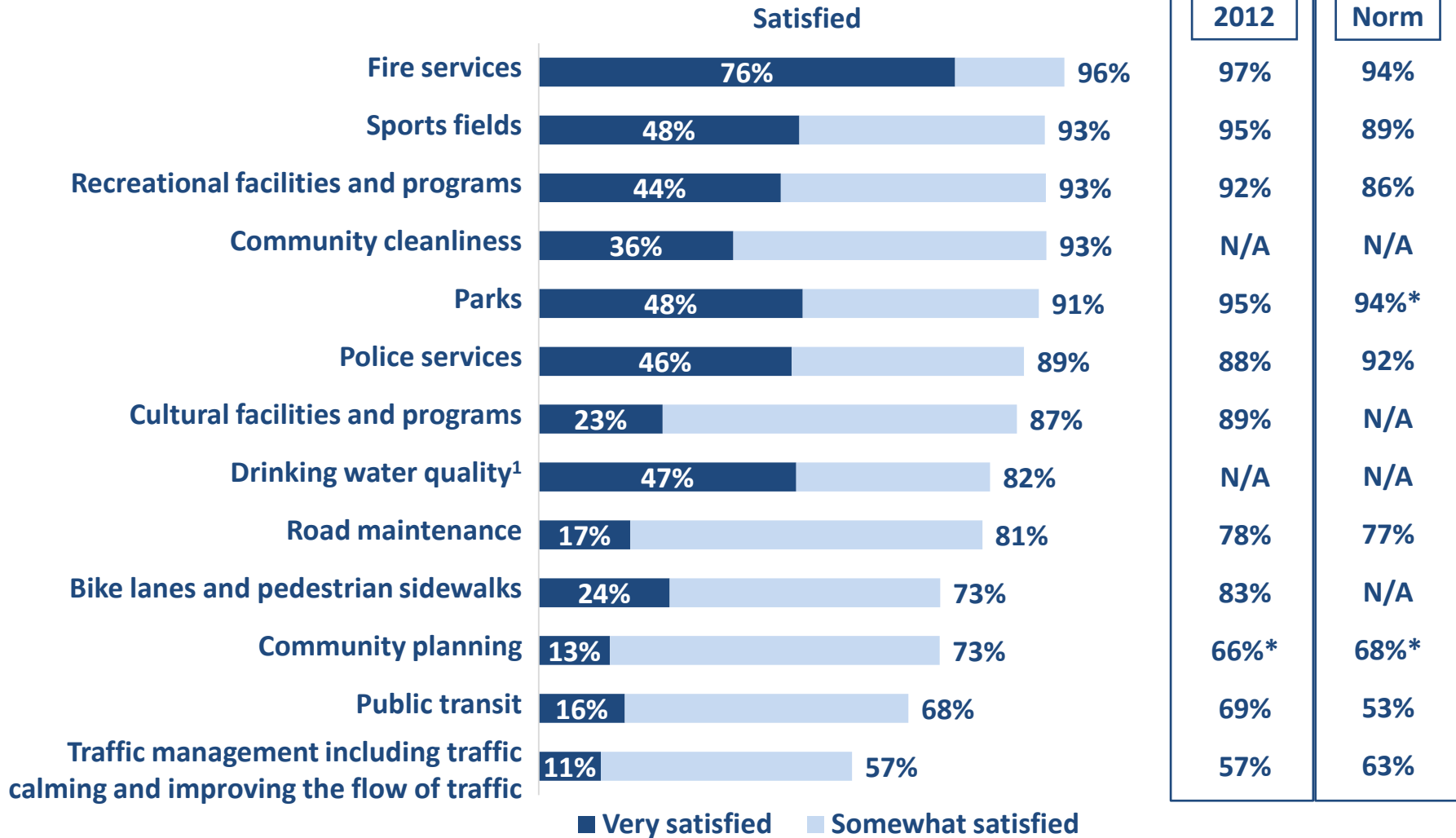


# City Services and Infrastructure



Base: All respondents (n=301)

Q7a. How satisfied are you with the overall level and quality of services provided by the City of Kelowna?



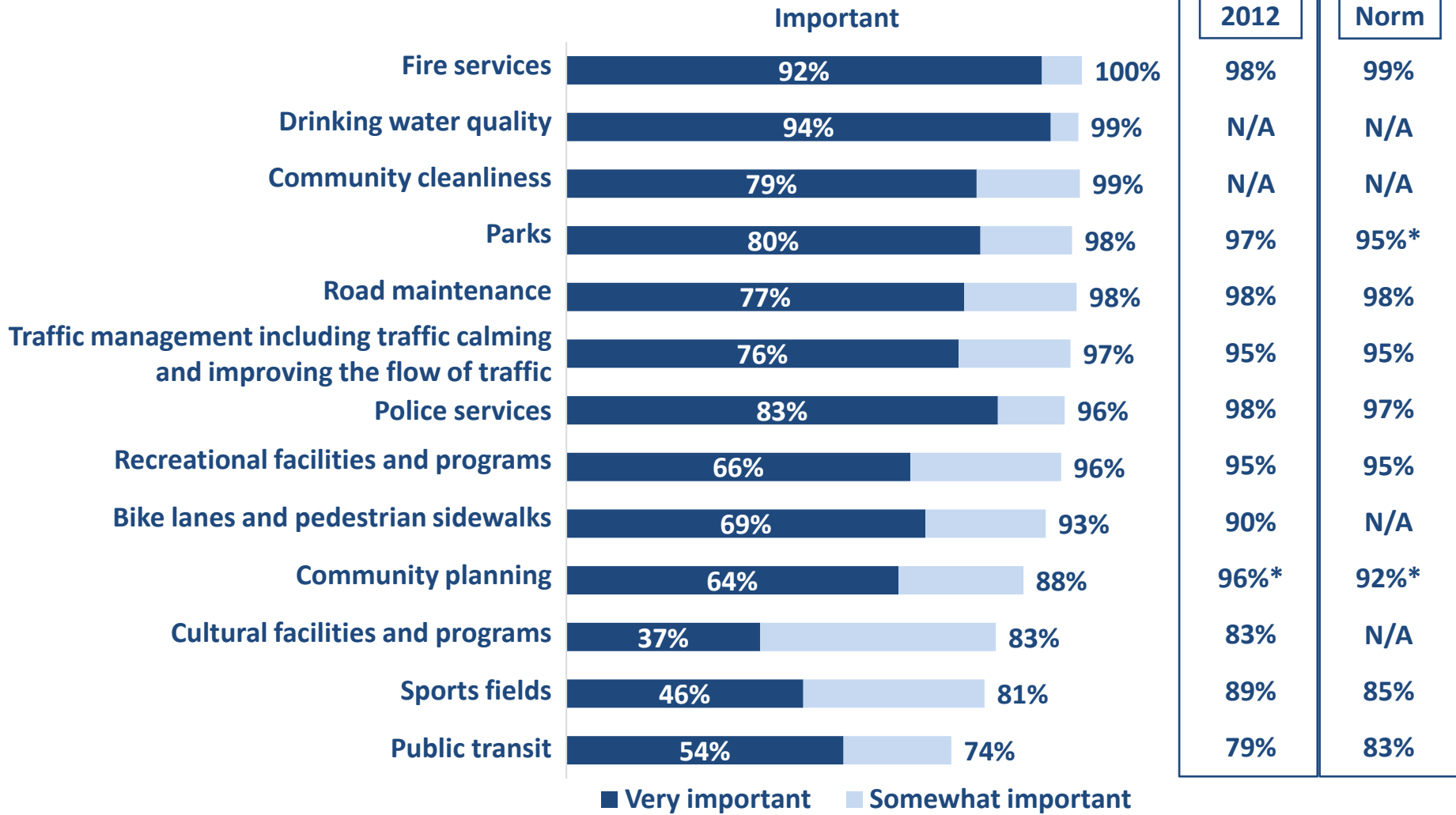
Base: All respondents (n=301)

\*Slightly different question wording.

Q8. I'm now going to read a list of services provided to you by the City of Kelowna. Please tell me how satisfied you are with each of the following services, using a scale of very satisfied, somewhat satisfied, not very satisfied, or not at all satisfied.

<sup>1</sup> While all respondents were asked about drinking water, the City of Kelowna's water utility only provides drinking water to 52% of citizens. The majority of the remaining drinking water supply is provided by four independent irrigation districts.



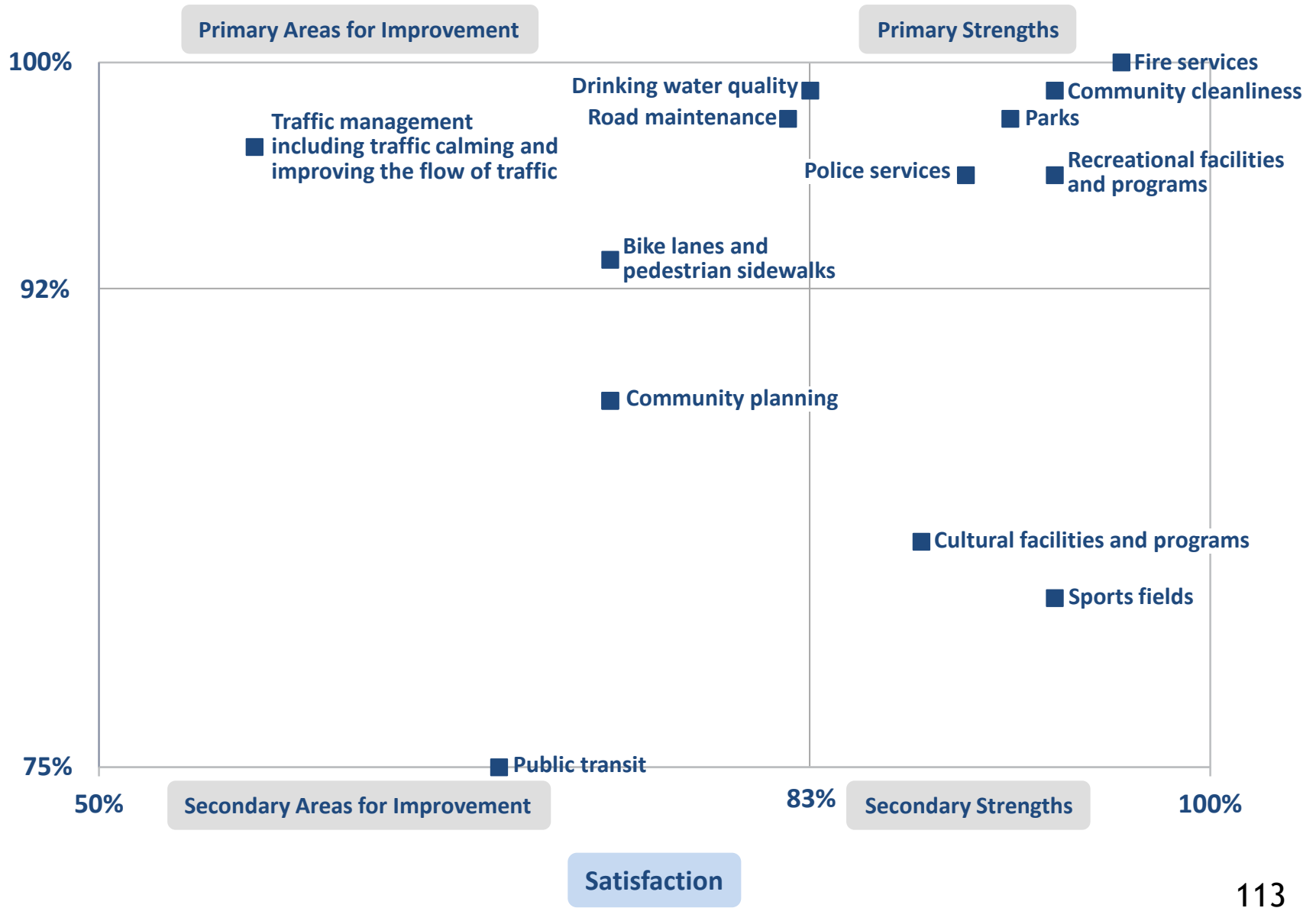


*\*Slightly different question wording.*

Base: All respondents (n=301)

Q7. I'm now going to read a list of services provided to you by the City of Kelowna. Please tell me how important each of the following services is to you personally, using a scale of very important, somewhat important, not very important, or not at all important.

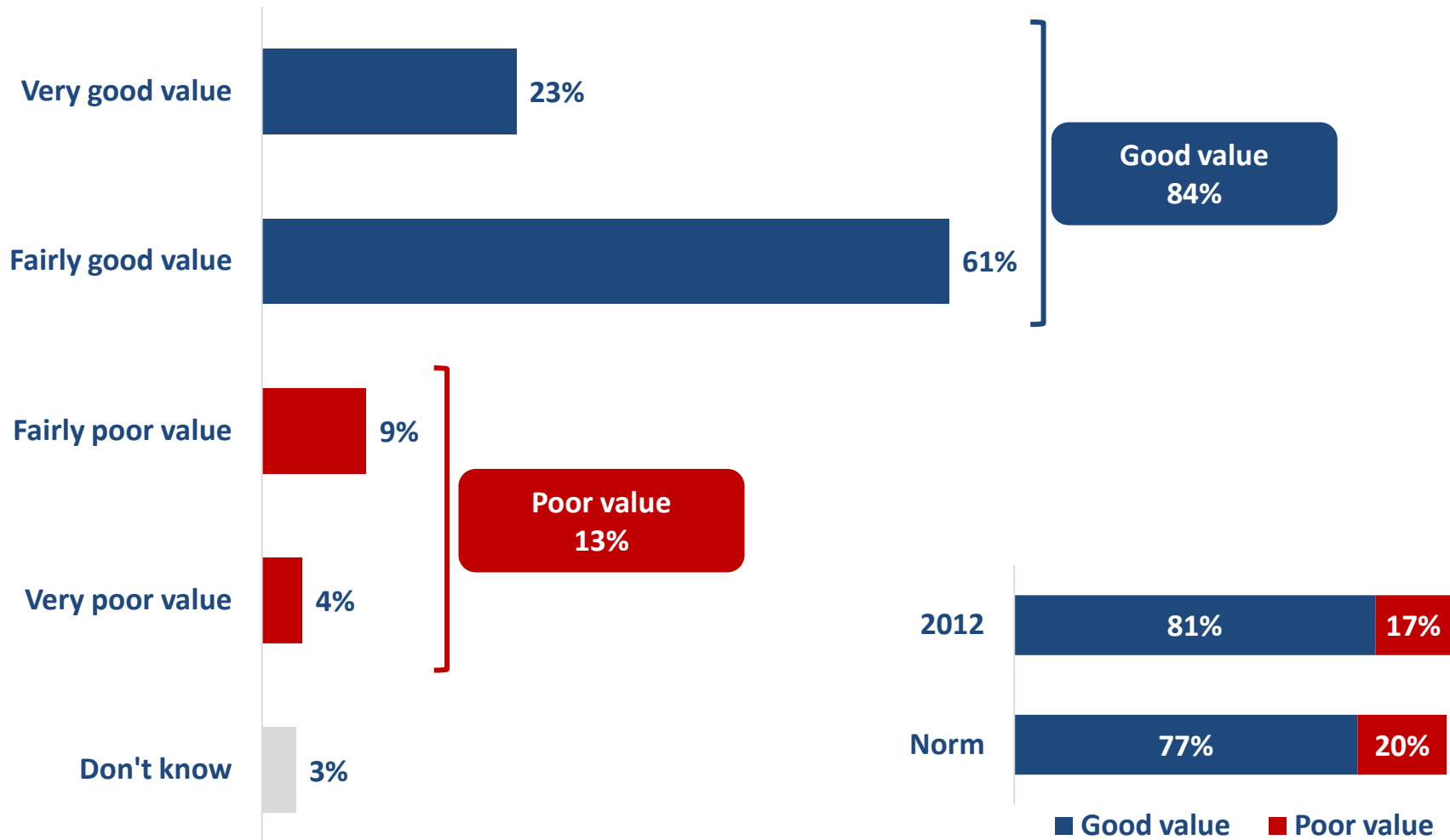
Importance





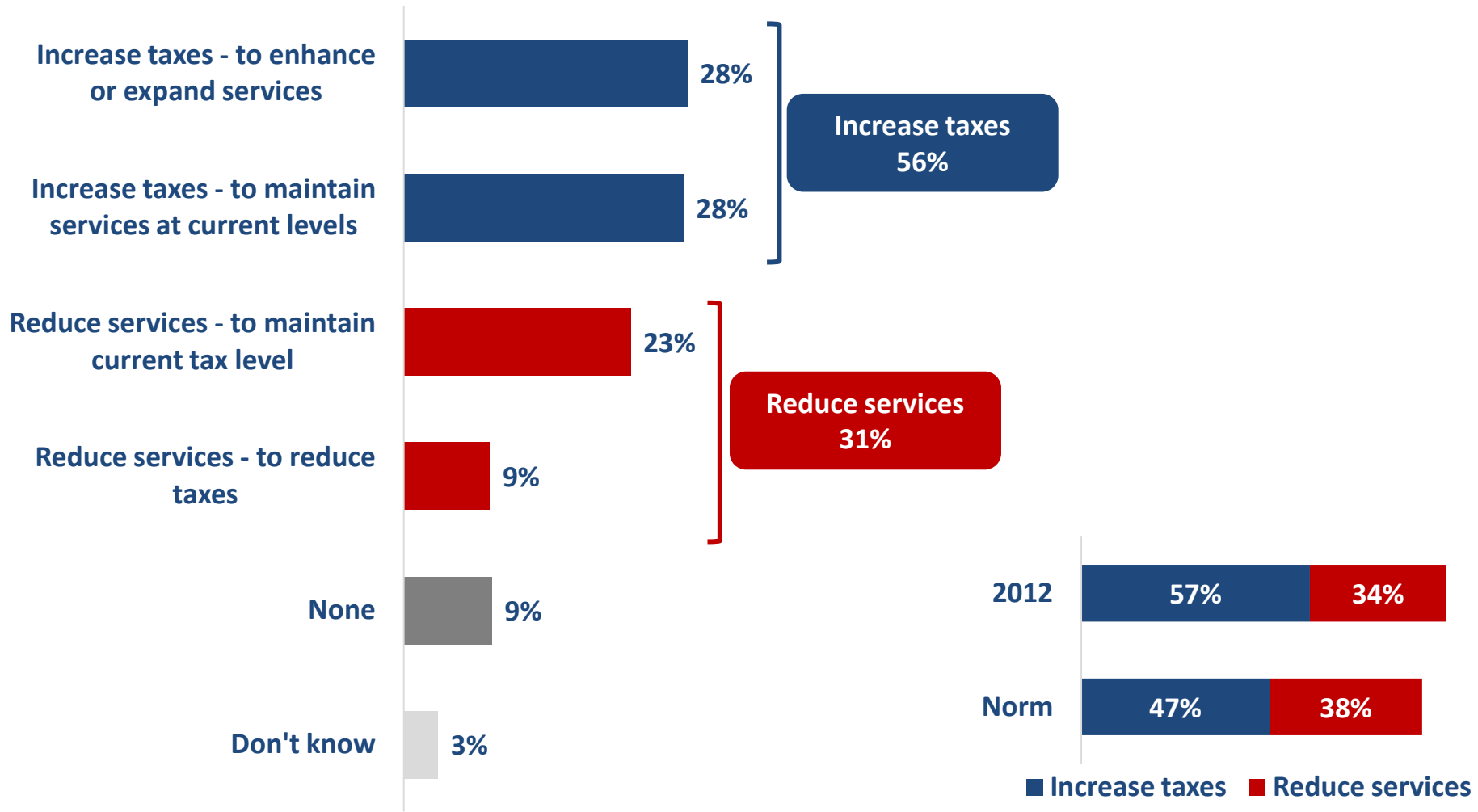
# Financial Planning

# Value for Taxes



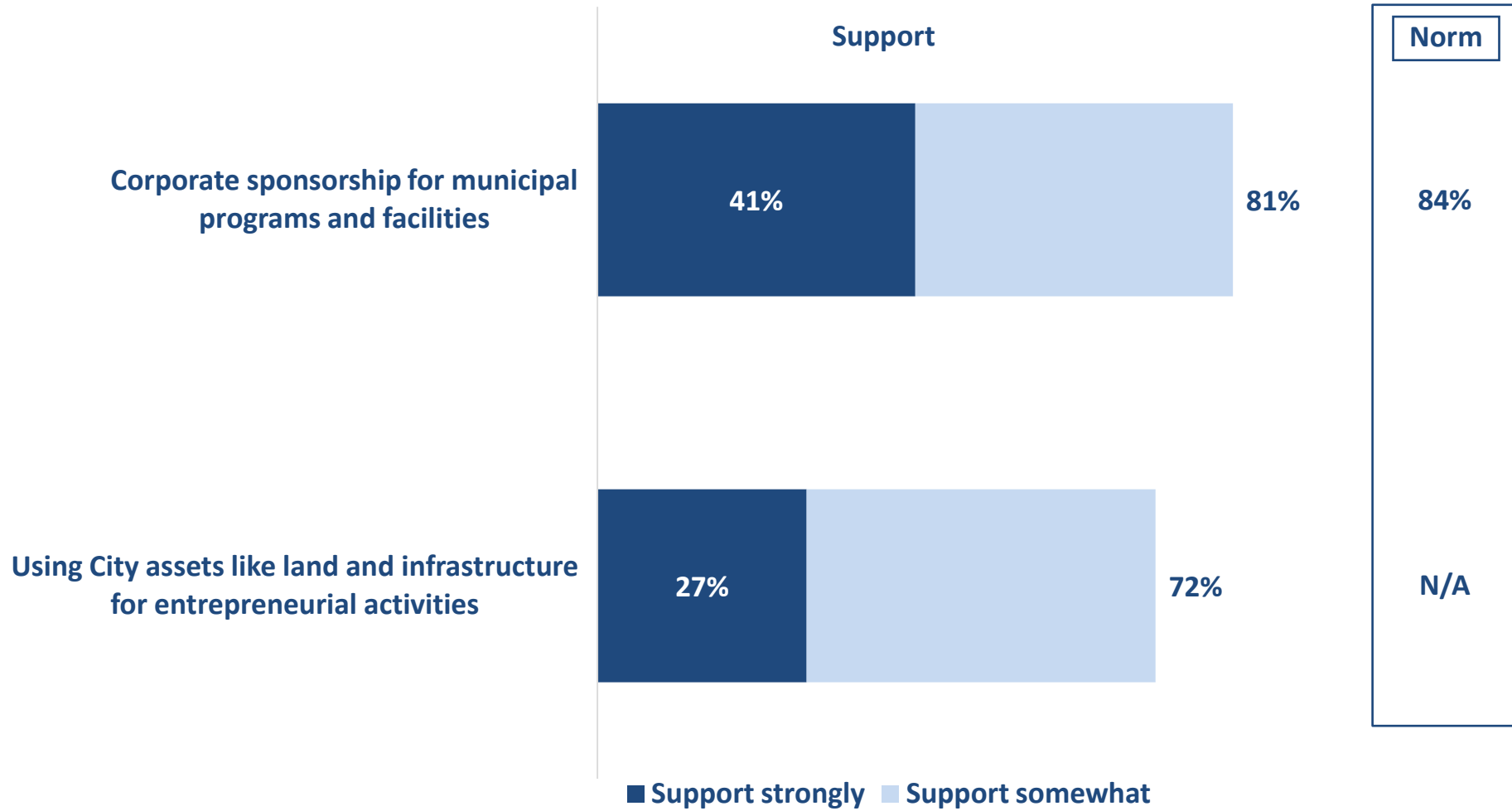
Base: All respondents (n=301)

Q9. Thinking about all the programs and services you receive from the City of Kelowna, how would you rate the overall value for the taxes you pay?



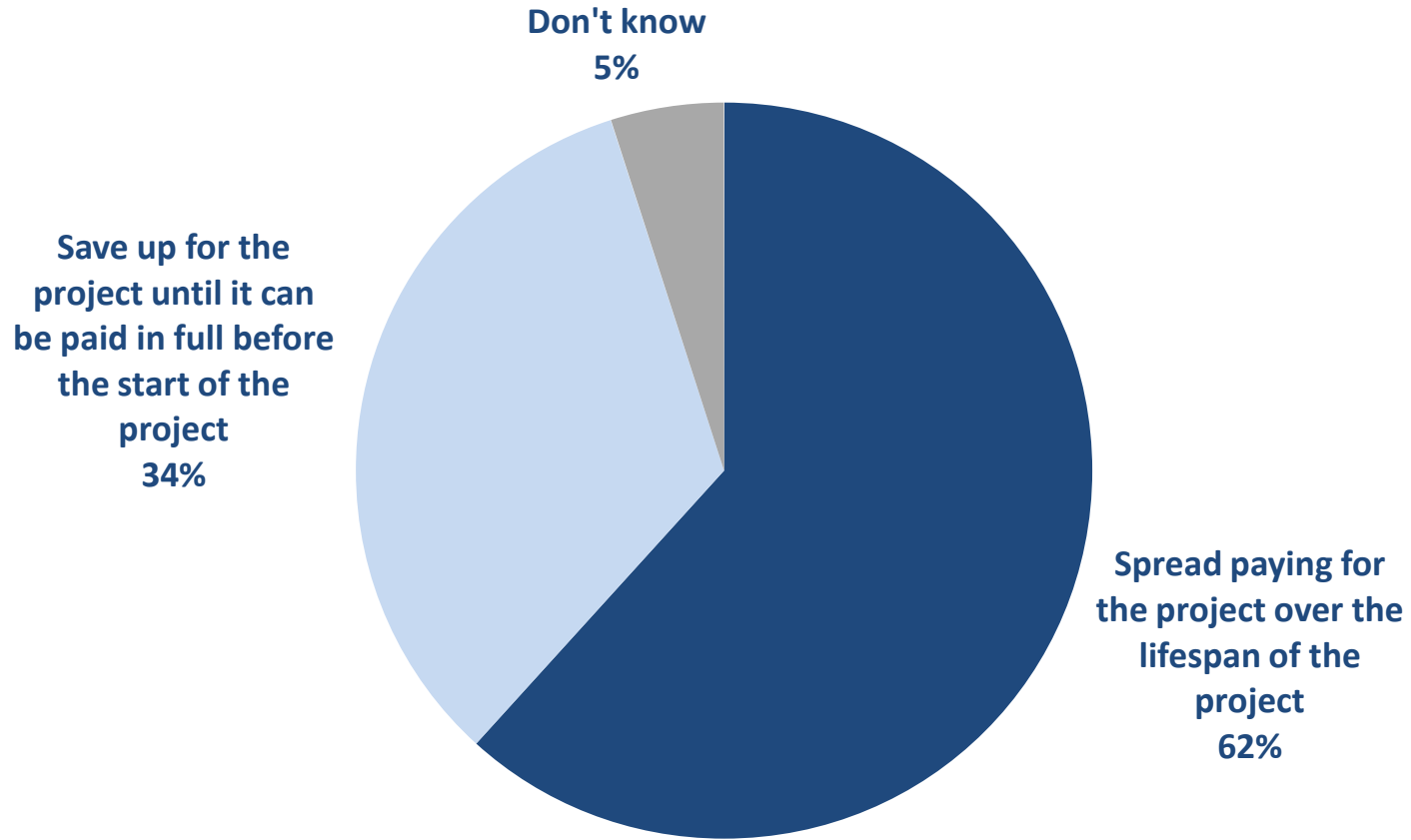
Base: All respondents (n=301)

Q10. *Municipal property taxes are one source of revenue used to pay for services provided by the City of Kelowna. Due to the increased cost of maintaining current service levels and infrastructure, the City must balance taxation and service delivery levels. To deal with this situation, which one of the following four options would you most like the City of Kelowna to pursue?*



Base: All respondents (n=301)

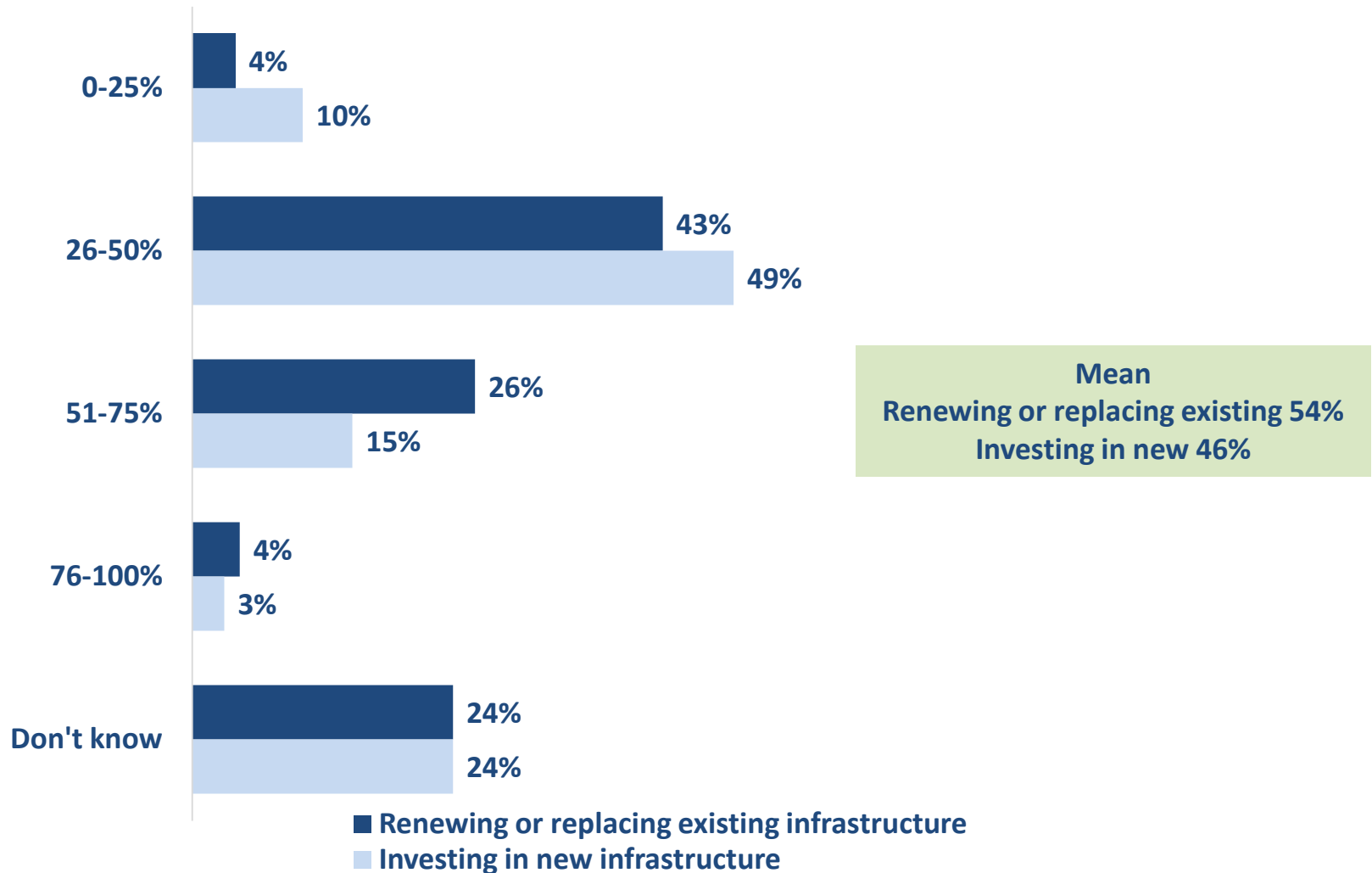
Q11. In addition to adjusting the property tax/service delivery balance, the City of Kelowna has the option of generating additional revenue to help pay for municipal services and programs. To bring in more revenues, would you support or oppose...?



Base: All respondents (n=301)

Q12. The City of Kelowna works on projects that provide infrastructure that lasts for a long period of time and over multiple generations of residents. In your opinion, how should the City approach paying for these types of projects?



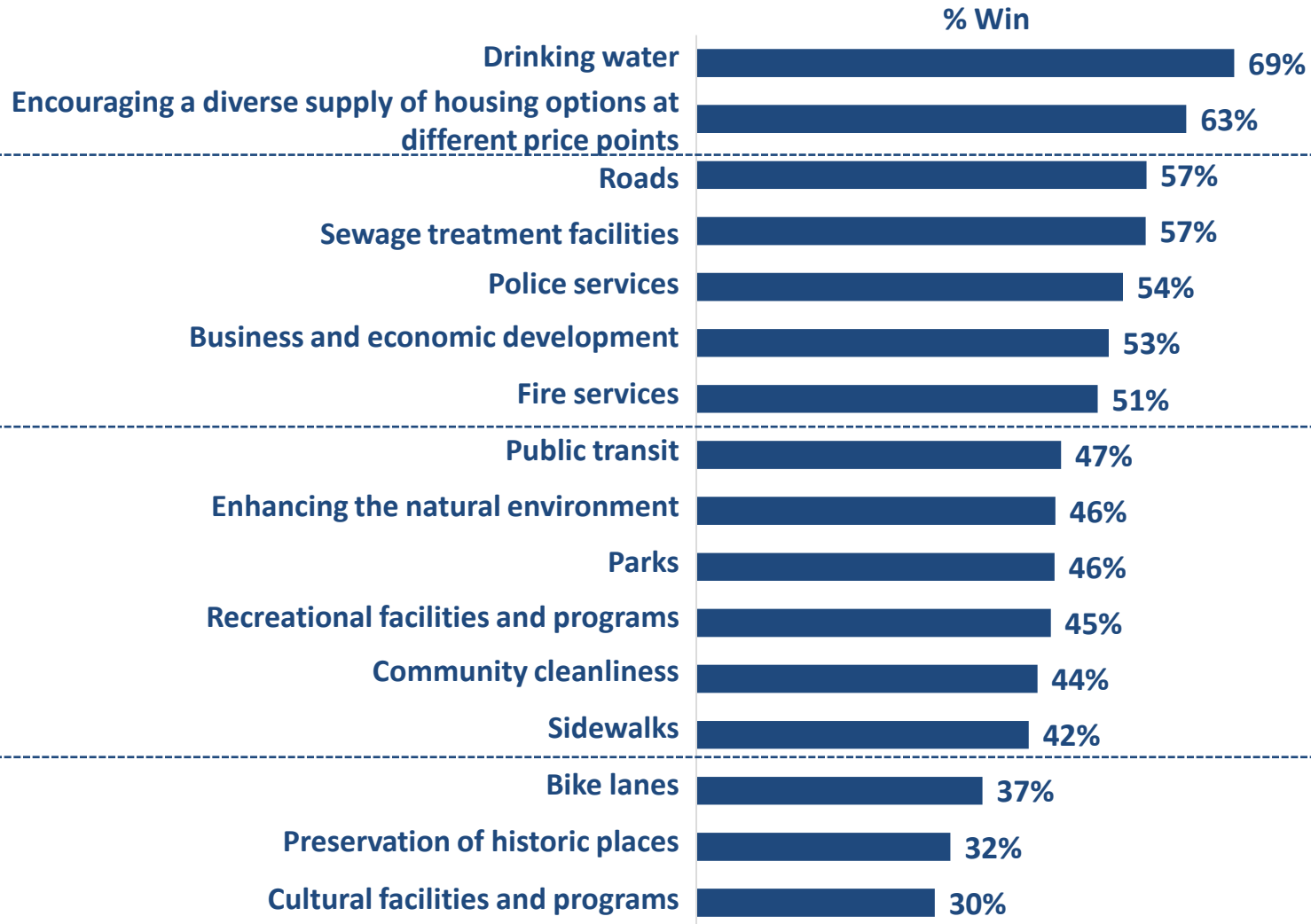


Base: All respondents (n=301)

Q13. Each year, the City is challenged with allocating capital dollars between renewing or replacing existing infrastructure that supports existing services, and investing in new infrastructure that improves services and accommodates growth. In your opinion, what percentage of the City's capital dollars should be spent on renewing or replacing existing infrastructure, and what percentage should be spent on investing in new infrastructure? 119

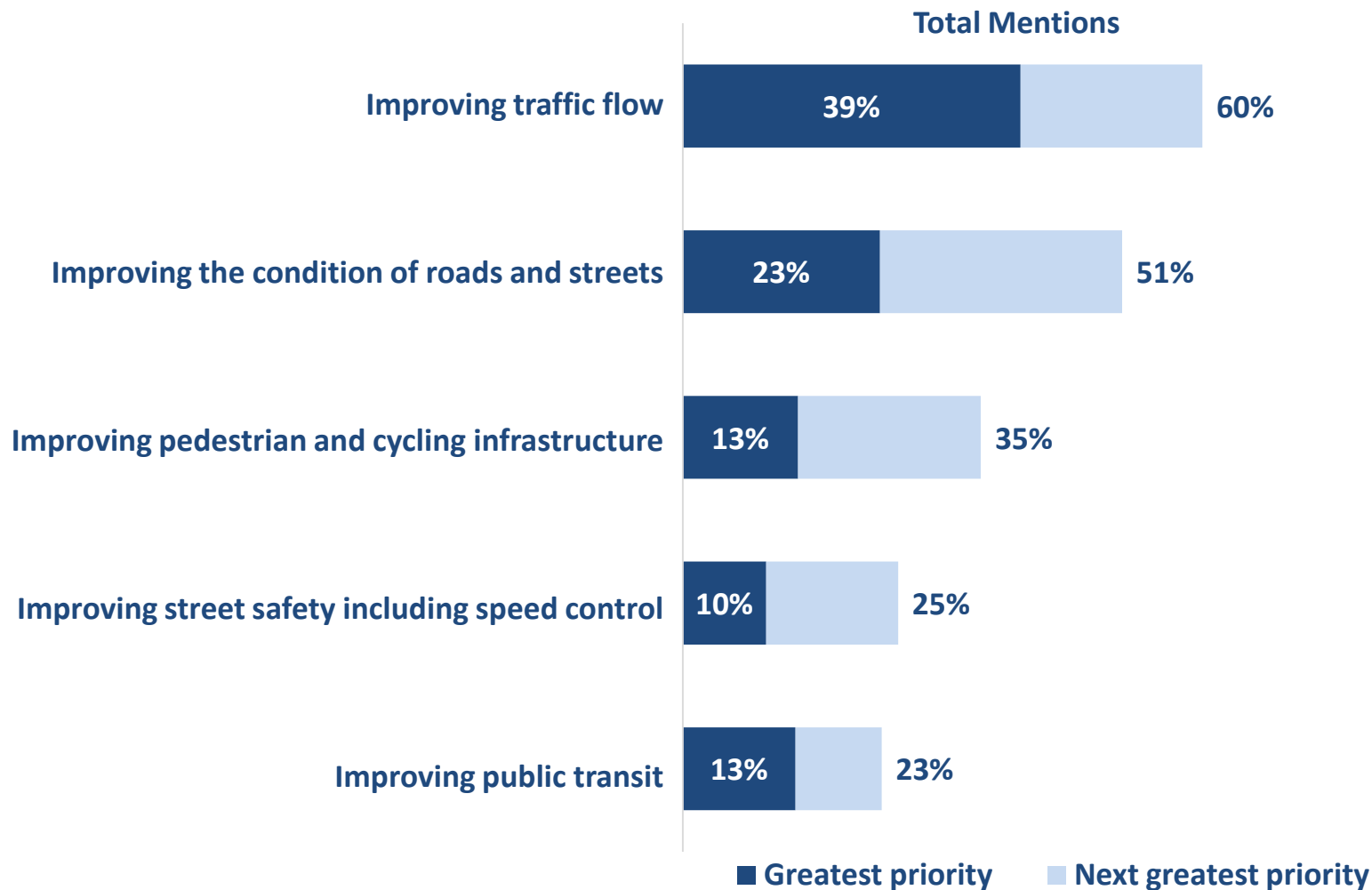


# Priority Setting



Base: All respondents (n=301)

Q14. The City of Kelowna has many different options for things it can invest in over the next four years. I'm now going to read you different pairs of priorities. For each pair, please tell me which item you think should be the greater priority for investment over the next four years.

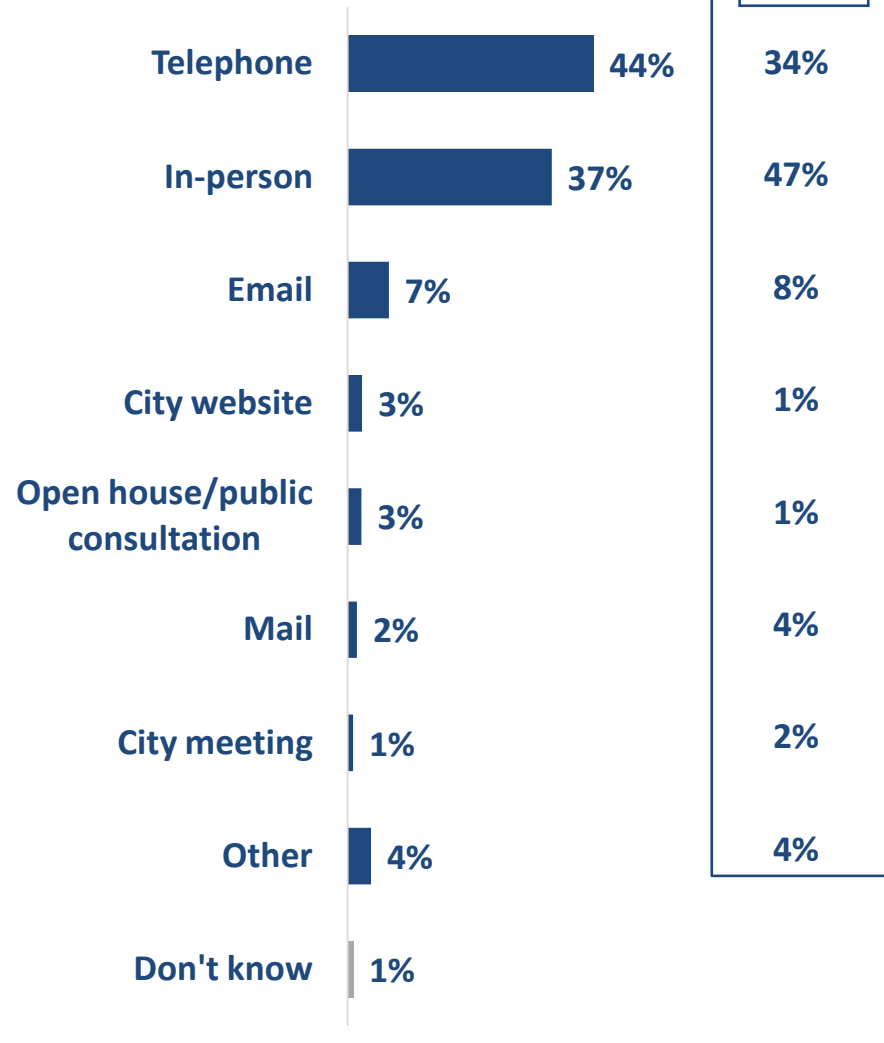
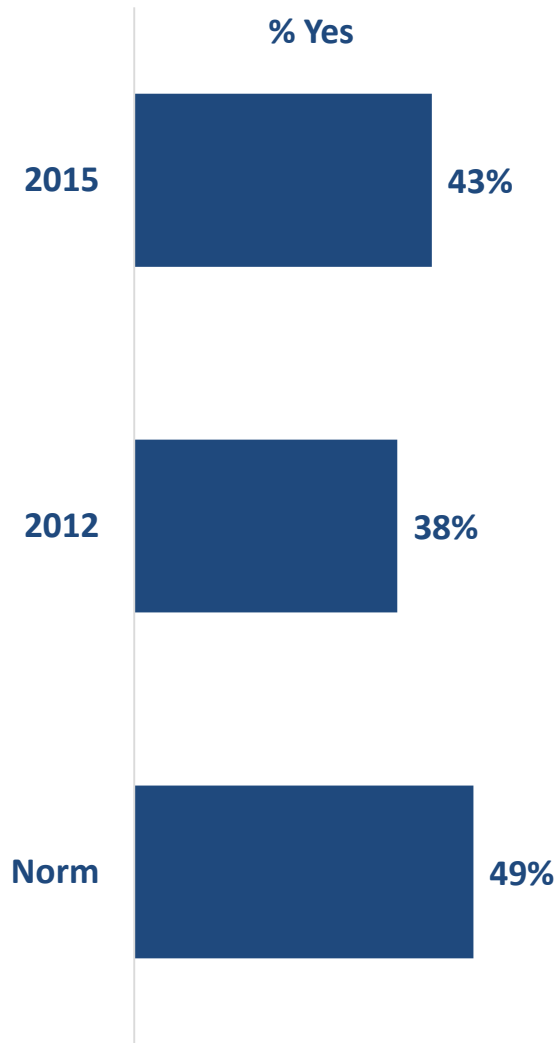


Base: All respondents (n=301)

Q15. When it comes to investing in transportation other than highway 97 or highway 33, which one of the following do you think should be the greatest priority for the City? Which one should be the next greatest priority?



**Customer Service**



2012

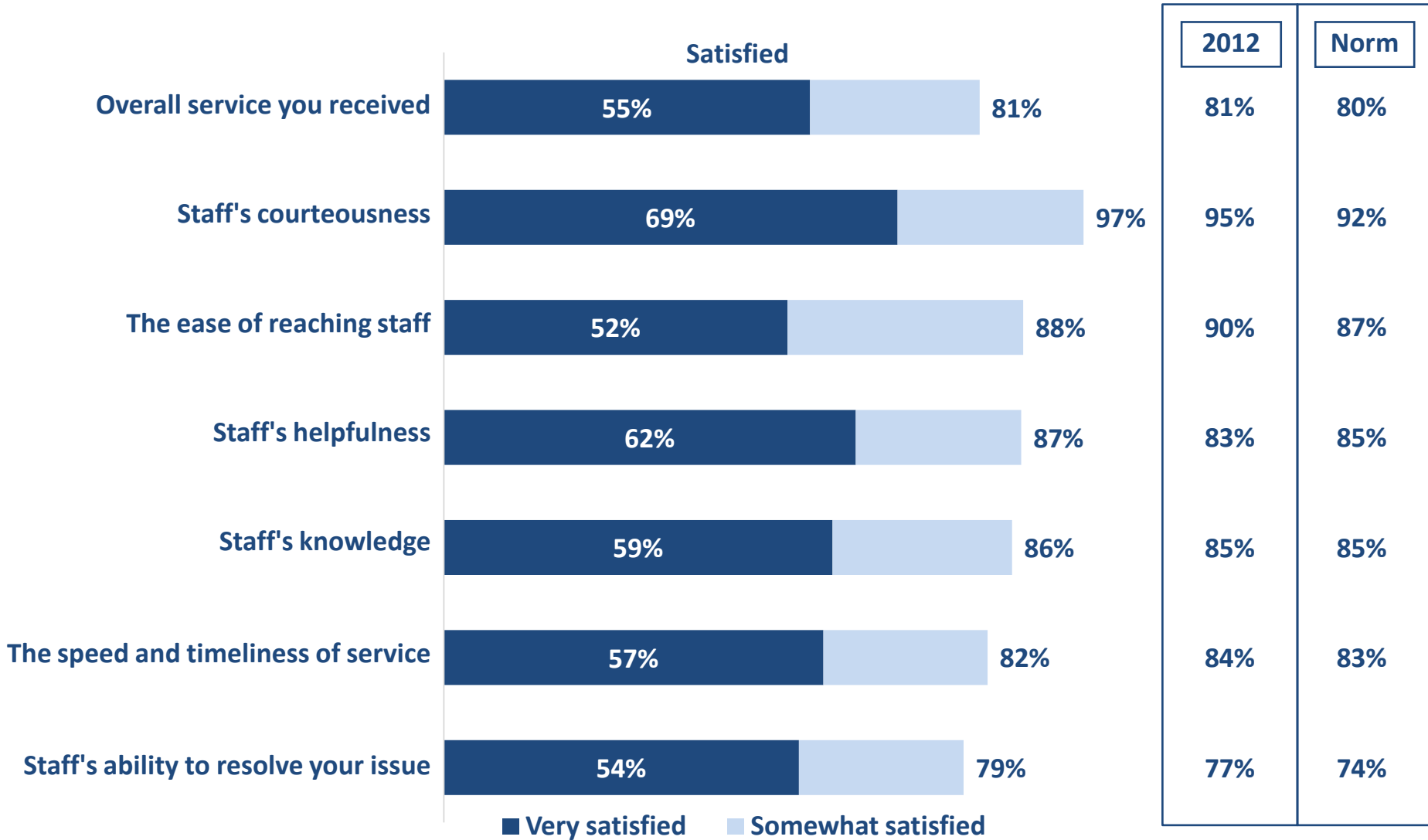
Base: All respondents (n=301)

Q17. In the last 12 months, have you personally contacted or dealt with the City of Kelowna or one of its employees?

Base: Contacted or dealt with City (n=136)

Q18. How did this contact occur?

# Satisfaction with Customer Service



Base: Contacted or dealt with City (n=136)

Q19. How satisfied are you with...?



- Overall, citizens demonstrate predominately positive views of the community and City.
- Primary Strengths include fire services, community cleanliness, parks, recreational facilities and programs, and police services.
- Citizens would rather pay increased taxes than see existing services reduced.
- Transportation is an important local issue.
  - Primary focus is on traffic congestion and road condition.
- Drinking water and housing supply/affordability are also priority issues.



**Questions?**

# Report to Council



**Date:** April 8, 2015

**File:** 0115-10

**To:** City Manager

**From:** Genelle Davidson, Financial Services Director

**Subject:** GFOA budget and reporting awards

Report Prepared by: Summer Efray, Communications Consultant

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## **Recommendation:**

THAT Council receives, for information, the report from the Financial Services Director dated April 8, 2015, with respect to the Government Finance Officers Association (GFOA) awards received by the City.

AND THAT Council receives, for information, the City of Kelowna's budget video.

## **Purpose:**

To inform Council of the City of Kelowna's recently received Government Finance Officers Association (GFOA) awards for financial reporting and budget presentation and highlight a new budget video that aims to visually represent the City's budget process in terms Kelowna property owners can relate to.

## **Background:**

The Government Finance Officers Association (GFOA) is a non-profit professional organization that serves 17,600 government finance professionals throughout North America and recognizes excellence in financial reporting.

### **Financial reporting**

The City of Kelowna has received the **Canadian Award for Financial Reporting** for the City's **2013 Annual Financial Report** (year ended December 31, 2013). This is the twelfth time that the City has received this award, which recognizes excellence in governmental accounting and financial reporting that results in the production of comprehensive annual financial reports that are "designed to be readily accessible and easily understandable to the general public and other interested parties without a background in public finance."

The Annual Financial report includes the audited Financial Statements which act as the financial report card that clearly communicates the City's financial picture to the residents of

Kelowna. The 2013 Annual Financial Report was also the first time the City of Kelowna presented and submitted an online-only version.

**Budget reporting**

The City has also received the **Distinguished Budget Presentation** award for the City of Kelowna’s **2014 Budget**. This is the thirteenth time the City has received this award, which recognizes governments that “prepare budget documents of the very highest quality that reflect both the guidelines established by the National Advisory Council on State and Local Budgeting and the GFOAs best practices on budgeting.”

The City of Kelowna’s annual budget aims for a balance between setting a reasonable tax rate and delivering the services expected by residents and businesses.

Timing for these awards may seem delayed, but it reflects the time it takes to complete the report, get final sign-off on the financial plan and the careful assessment that GFOA undertakes to present these awards. The final 2014 budget was approved by Council in May 2014 and the 2013 Annual Report was approved by Council in June 2014.

**City budget video**

The City of Kelowna is committed to a transparent annual budget process and explaining it in clear terms for residents. In this vein, our new budget video provides another example of the City’s commitment to explain the budget process and complicated financial considerations in terms everyone can understand. To view the video, go to [kelowna.ca/budget](http://kelowna.ca/budget).

**Internal Circulation:**

- Communications Consultant
- Communications Supervisor
- Corporate & Protective Services Divisional Director
- Financial Services Director

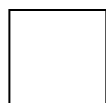
**Communications Comments:** The City budget video is an additional education tool that complements detailed information available on the City’s website ([kelowna.ca/budget](http://kelowna.ca/budget)), e-updates, social media messaging and media releases.

**Considerations not applicable to this report:**

- Legal/Statutory Authority:**
- Legal/Statutory Procedural Requirements:**
- Existing Policy:**
- Financial/Budgetary Considerations:**
- Personnel Implications:**
- External Agency/Public Comments:**
- Alternate Recommendation:**

Submitted by:

Genelle Davidson, Financial Services Director



**Approved for inclusion:**

cc:

Communications

Financial Services

# Report to Council



**Date:** April 13, 2015  
**File:** 0220-20  
**To:** City Manager  
**From:** George King, Financial Planning Manager  
**Subject:** Amendment No. 1 to the 2014 Development Cost Charge Reserve Fund Expenditure Bylaw No. 10949

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## **Recommendation:**

THAT Council receives, for information, the Report from the Manager, Financial Planning dated April 13, 2015 with respect to amendments to the Development Cost Charge Reserve Fund Expenditure Bylaw;

AND THAT Bylaw No. 11075 being Amendment No. 1 to the Development Cost Charge Reserve Fund Expenditure Bylaw, 2014 No. 10949 be advanced for reading consideration;

## **Purpose:**

To reflect actual expenditures included in the 2014 Development Cost Charge Reserve Fund Expenditure Bylaw.

## **Background:**

The City of Kelowna adopts the Five Year Financial Plan in order to comply with section 165(1) of the Community Charter (Financial Management). There are five bylaws adopted at this time: Five Year Financial Plan; Annual Tax Rates; Tax Structure; Sale of City Owned Land Reserve Fund Expenditure Bylaw; and the DCC Reserve Fund Expenditure Bylaw.

As part of the annual financial cycle, a review of financial plan expenditures is conducted. Due to planned expenditures and budget amendments during the year, the original reserve fund expenditure bylaw may need to be changed.

In 2014 the funds expended for Land for Park Purposes increased by \$23,692 for a total 2014 expenditure of \$1,023,692. The funds expended for Wastewater Trunks & Debt Repayment increased by \$44,629 for a total 2014 expenditure of \$1,466,211. Therefore these expenditures exceeded the original bylaw amount and have necessitated this amendment. The Water Mains, Pump Stations and Reservoir Construction were under expended in 2014, so

this total has been reduced for the amount of the parkland and wastewater over expenditure. However, the overall total Development Cost Charge Reserve Fund expenditure of \$24,018,201 remains intact.

This amendment is being presented for Council to approve the changes to the 2014 Development Cost Charge Bylaw since Final budget was approved in May of 2014.

**Legal/Statutory Authority:**

Community Charter section 165

**Considerations not applicable to this report:**

**Internal Circulation:**

**Legal/Statutory Procedural Requirements:**

**Existing Policy:**

**Financial/Budgetary Considerations:**

**Personnel Implications:**

**External Agency/Public Comments:**

**Communications Comments:**

**Alternate Recommendation:**

Submitted by:

G.L. King, CPA, CMA

Approved for inclusion:



Genelle Davidson CPA, CMA, Director Financial Services



# CITY OF KELOWNA

## BYLAW NO. 11075

### Amendment No. 1 to Development Cost Charge Reserve Fund Expenditure Bylaw, 2014, No. 10949

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The Municipal Council of the City of Kelowna, in open meeting assembled, enacts that the City of Kelowna Development Cost Charge Reserve Fund Expenditure Bylaw, 2014, No. 10949 be amended as follows:

1. THAT part of Section 1 be deleted that reads:

"Land for Park Purposes	\$ 1,000,000.00
Road Construction	\$11,696,485.00
Water Mains, Pump Stations & Reservoir Construction	\$ 4,097,700.00
Treatment Plant Construction & Debt Repayment	\$ 5,802,434.00
Wastewater Trunks & Debt Repayment	\$ 1,421,582.00

\$24,018,201.00"

And be replaced with the following:

"Land for Park Purposes	\$ 1,023,692.00
Road Construction	\$11,696,485.00
Water Mains, Pump Stations & Reservoir Construction	\$ 4,029,379.00
Treatment Plant Construction & Debt Repayment	\$ 5,802,434.00
Wastewater Trunks & Debt Repayment	\$ 1,466,211.00

\$24,018,201.00"

2. This bylaw may be cited for all purposes as "Bylaw No. 11075, being Amendment No. 1 to Bylaw No. Development Cost Charge Reserve Fund Expenditure Bylaw, 2014, No. 10949."
3. This bylaw shall come into full force and effect and is binding on all persons as and from the date of adoption.

Read a first, second and third time by the Municipal Council this

Adopted by the Municipal Council of the City of Kelowna this

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Clerk

# Report to Council



**Date:** April 13, 2015  
**File:** 1862-01  
**To:** City Manager  
**From:** D. Duncan, Manager, Parking Services  
**Subject:** Complimentary Downtown Parking for Small Shop Promotion Days in 2015

---

## **Recommendation:**

THAT Council receives for information, the report from the Manager, Parking Services dated April 13, 2015, with respect to no charge downtown parking on three (3) dates in 2015;

AND FURTHER THAT Council approves waiving on-street parking fees in the downtown area on the following three (3) dates:

Saturday, April 25th, 2015 - all day  
Thursday, June 18th, 2015 - commencing at 1:00 pm  
Saturday, October 24th, 2015 - all day

## **Purpose:**

To obtain approval from Council to provide complimentary on-street parking in the downtown area on three (3) dates in 2015.

## **Background:**

In 2014, council approved no charge on-street parking in support of the "Small Shop Day" initiative, at the request of the Downtown Kelowna Association (DKA). Off-street parking in City-owned parking lots downtown is already free on Saturdays, with the exception of the Water Street Boat Launch Lot.

The DKA has requested the City's approval for complimentary downtown on-street parking again this year.

## **External Agency/Public Comments:**

Request letter received from the Executive Director of the Downtown Kelowna Association.

## **Financial/Budgetary Considerations**

Total estimated impact on downtown parking reserve contribution - \$11,250 (Downtown on-street revenues in February 2015 averaged \$4,500 per day)

## **Communications Comments:**

Press release will be issued to notify the public

## **Considerations not applicable to this report:**

Internal Circulation  
Legal/Statutory Authority  
Legal/Statutory Procedural Requirements  
Existing Policy  
Personnel Implications  
Alternate Recommendation

**Submitted by:** D. Duncan, Manager, Parking Services

**Approved for inclusion:** D. Edstrom, Director, Real Estate

## **Attachment:**

1. Letter received from Peggy Athans, Executive Director, Downtown Kelowna Association

**cc:** T. Wilson, Corporate Communications Supervisor

# DOWNTOWN KELOWNA

March 5, 2015

Dave Duncan  
City of Kelowna  
435 Water Street  
Kelowna, BC V1Y 1J4

**Re: Free Saturday Parking on 2015 Small Shop days for Downtown Kelowna  
Visitors**

Dear Dave,

Please accept this letter as our formal request to offer free Saturday parking in Downtown Kelowna to our visitors in conjunction with Downtown Kelowna's Small Shop promotion.

Downtown Kelowna recognizes that small businesses play a vital role in Kelowna's local economy by providing jobs and preserving the Downtown neighborhood. As a result, the Downtown Kelowna Association will be organizing three (3) "Downtown Kelowna Small Shop" promotional days in 2015 to promote shopping local, supporting small businesses and the local economy, as well as raise awareness for Downtown.

We would like to request complimentary Downtown Kelowna on-street parking on Saturday, April 25, 2015, Thursday, June 18, 2015 (afternoon only) and Saturday, October 24, 2015. This is an important value added initiative for our Downtown retailers, merchants and restaurants during this campaign. We appreciate the City's support and approval on this very important program.

Please do not hesitate to call if you have any questions or concerns. Thank you in advance for your time and attention to this request.

Sincerely,



Peggy Athans EXECUTIVE DIRECTOR

CC: Councillor Maxine Dehart

200 – 287 Bernard Avenue  
Kelowna, British Columbia V1Y 6N2  
downtownkelowna.com  
T. 250.862.3515 F. 250.862.5204

# Report to Council



**Date:** April 13, 2015  
**File:** 1862-01  
**To:** City Manager  
**From:** D. Duncan, Manager, Parking Services  
**Subject:** Interim Parking Strategy for Downtown Kelowna

---

## **Recommendation:**

THAT Council receives, for information, the Report from the Manager, Parking Services dated April 13<sup>th</sup>, 2015 with respect to the management of parking during the period of increased construction activity in the downtown area, occurring from 2015 to 2018, including the Library Parkade expansion and new Memorial Parkade projects;

AND THAT Council directs staff to implement measures recommended in the Report from the Manager, Parking Services dated April 13<sup>th</sup>, 2015 to alleviate impacts on long term parking, principally related to the upcoming closure of the Memorial Arena parking lot.

## **Purpose:**

To provide Council with information on the management of parking during the increased development and parkade construction period and to obtain endorsement for the implementation of measures to increase the supply of longer term parking in this area.

## **Background:**

As part of the city-wide parking management strategy presented on January 27, 2014, Council endorsed five guiding principles for parking management and directed staff to proceed with development of a comprehensive parking plan for the Downtown area. Due to development in the City core and the construction of two new parkades, Staff identified the need for an interim plan to address the impacts on parking supply. The purpose of this report is to identify the predicted changes in parking supply during the period of 2015-2018 and how the City will manage parking during this time period.

Great cities have great downtowns and Staff understands there will be inconveniences during this time. A consultant, Urban Systems, was retained to conduct a study of downtown off-street parking capacity and demands. Their study revealed that a significant surplus of off-street parking existed at the beginning of the period (pre-construction). The study also confirmed that an adequate supply of off-street parking will be maintained throughout the construction period. While the surplus will be smaller than previous years and vacant stalls may become more difficult to locate and/or be farther away, supply will remain in excess of

predicted demand. An executive summary from Urban Systems is included as "Attachment A" of this report.

To compliment the off-street data collected by Urban Systems, Parking Services staff performed two "snapshot" surveys of existing on-street (short-term) pay parking now that construction has begun. These surveys included all streets with pay parking located north of (and including) Bernard Avenue. Both counts were completed between 1:00 and 3:00 PM, traditionally a high demand period, and found between 32-41% of the stalls vacant.

<b>Thurs-Fri, Mar 26-27, 2015 1-3pm</b>	<b>Total Number of Spaces</b>	<b>Vacant Stalls</b>	<b>% Occupancy</b>
Single Space Metered Stalls	328	91	72%
Multi Space Metered Stalls	281	104	63%
<b>Total</b>	<b>609</b>	<b>195</b>	<b>68%</b>

<b>Tuesday, Mar 31, 2015 1-3pm</b>	<b>Total Number of Spaces</b>	<b>Vacant Stalls</b>	<b>% Occupancy</b>
Single Space Metered Stalls	328	109	67%
Multi Space Metered Stalls	281	140	50%
<b>Total</b>	<b>609</b>	<b>249</b>	<b>59%</b>

As of April 7, 2015, Impark confirmed approximately 150 monthly permits are available at the Prospera Place parking lot. The Grand Hotel parkade has space for an additional 25 monthly customers. Both of these sites are located within the 5-7 minute walk radius from the intersection of Doyle Ave & Ellis St. The Waterfront Park lot also has 25 permits available.

Plans to further mitigate concerns are divided into 6 areas:

City Project Scheduling to Reduce Impact on Supply

The start date for construction of the new Memorial Parkade has been set for September 1, 2015. This timing allows for the use of the Arena parking lot through the summer of 2015 and was made possible due to a change in the foundation for this structure, which allows for a shorter construction schedule. By ensuring both parkades are not simultaneously under construction during the summer of 2015 or 2016, the impact on off-street parking supply is greatly reduced. During the winter months, unused capacity in several downtown lots can be utilized to satisfy displaced parking demand. (The City Park lot has over 200 stalls and sits mainly empty for a large portion of the year). Updates to parking facilities have been timed to coincide with or precede the opening of new buildings creating additional parking demand.

Work Already Completed or In-Progress

1. Parking Services staff worked with private parking operators to identify and secure additional (new) public parking spaces in private lots, so far resulting in an extra 45 long-term monthly stalls in several lots now available near the Doyle/Ellis area.

2. Purchase of the Henderson's site (1580 Ellis Street at Lawrence Avenue) as a strategic acquisition for future development continues to provide 46 off-street parking stalls within a 5 minute walking distance of the construction zone.
3. Operation of the City Hall lot was changed from reserved to random parking to increase utilization and allow for relocation of staff from other off-street lots.
4. In preparation for construction, the monthly parking permit allocation for the Library Parkade was reduced and, by attrition, the new target has been achieved and will help to ensure existing agreements are not affected.
5. The construction of a roundabout at Queensway/Water Street resulted in an unfinished remnant piece of adjacent land, owned by Westcorp. This portion of the Westcorp property has been resurfaced and now provides an additional 14 long term stalls that will be available until site preparation for the hotel project begins.
6. A vehicle occupancy counting system is being developed for the Library Plaza Parkade. This equipment will allow for the display of the number of stalls available in real-time on a digital sign located near the entrance. In the future, this system will be able to feed data directly to a website or mobile application.
7. Consistent enforcement of maximum time limits for short term parking stalls has become much more efficient as the parking management contractor, Impark, now utilizes a vehicle equipped with license plate recognition technology.
8. PayByPhone service was expanded to include all downtown on-street parking areas, providing additional payment options and increasing payment options for customers to make use of on-street spaces.
9. An underutilized tour bus layover parking area on the west side of Ellis Street near the Health unit was converted into additional on-street pay parking stalls.
10. OGO Car Share is currently finalizing a fourth vehicle for their downtown area fleet.

#### Changes to Increase Longer Term Parking Inventory (See map - Attachment "B")

These changes will increase availability of longer-term parking stalls and compliment the predicted surplus of off-street parking by making adjustments in areas where on-street parking is currently underutilized.

##### *Primary - Immediate*

1. Begin offering monthly parking permits in the City Park Lot, between September 1<sup>st</sup> and May 31<sup>st</sup> annually, using the "peripheral off-street lot" rate (80% of the regular monthly parking rate) to encourage use.
2. On the east side of St. Paul Street, between Doyle and Cawston Avenue (with the exception of a portion of the 1300 block where street level retail is located), increase the maximum time limit to 4 hours from 2 hours.
3. In the 1300 block of Ellis Street, with approval of the majority of business owner/operators, increase the existing 30 minute parking maximum to 1 hour.
4. On Sunset Drive, increase the existing 2 hour maximum to 8 hours for the majority of the pay parking area, with the exception of the portion closest to Water Street where retail businesses are located.
5. Add a new 2 hour (non-pay) parking zone between the north boundary of the pay parking area on Sunset Drive and the intersection with Manhattan Drive (both sides).
6. In other downtown blocks where retail businesses will not be adversely affected, increase the maximum time limit to 4 hours from the existing 2 hour limit:



- a. Water Street and Cawston Avenue adjacent to Prospera Place and Waterfront Park; and,
- b. Both sides of Doyle Avenue bordering the RCMP detachment and City Hall. (Several spaces in front of Memorial Arena would be lowered to a 30 minute maximum to provide drop-off/pickup opportunities for arena users).

*Secondary - Only if required*

1. Identify blocks on residential streets adjacent to downtown pay parking areas that are primarily multi-family where a limited number of temporary monthly “commuter” parking permits can be offered for use by non-residents (in a controlled manner) until the parkade projects are complete.
2. Reconfigure the pay parking zone on the east side of St. Paul Street between Doyle and Cawston Avenue from parallel to angle parking. The change would increase the number of on-street parking stalls by 15 at a cost of approximately \$20K. This expenditure is not currently budgeted and not supported by staff due to safety concerns, including a resulting “misalignment” of the Doyle and St Paul intersection.

Relocation of Displaced Customers

City staff and contractors will work one-on-one with displaced monthly parking customers from the Memorial Arena parking lot to help relocate them into other City operated off-street lots and parkades wherever possible.

Communications

1. Continue to provide project status updates utilizing City communication channels and partnering with the Downtown Kelowna Association.
2. Produce an updated downtown parking map for stakeholders with up-to-date transit and alternative transportation method information on the reverse side to provide additional options for commuters.
3. Maintain the City parking information webpage and ensure the online off-street parking map is kept up to date as changes occur.
4. In any lot affected by a closure, erect signage providing alternate parking options.
5. Promote the use of existing TDM programs, such as car pooling, ProPASS (transit discount when three or more people from an organization purchase a monthly bus pass), highlight the Revenue Canada income tax deduction available for purchase of monthly bus passes and continue to explore and develop additional incentives.
6. Collaborate with developers to reduce parking demand during construction and encourage alternatives to limit the impact of contractors on the parking supply.
7. Off-street parking way finding signage was installed to support the Bernard Avenue revitalization project and remains in place today. This existing signage will be reviewed to ensure accuracy.

Future - Police Services Building

With completion of the new Police Services building, demand at the Library Plaza Parkade will be reduced as RCMP members and City staff move to the new facility. Additionally, the new parking lot at the police services building will provide additional

public parking as well as additional evening/weekend event parking capacity near Prospera Place.

#### Parking Management Strategy Guiding Principles

1. ***The City will focus on excellent short-term parking management to support higher turn-over while maintaining a governing role in long-term parking solutions.***

Interim Downtown Strategy:

- Adjustments to maximum time limits in several on-street areas will make better use of underutilized parking stalls.

2. ***The parking system will continue to pay for itself (will operate under a user-pay cost recovery model).***

Interim Downtown Strategy:

- Revenues from pay parking in the Downtown area continue to fund operational expenses with net revenues directed into the Downtown Parking Reserve. Reserve funds support future equipment and infrastructure investments.

3. ***Focus on customer service and fairness in parking practices by providing options, technologies and information.***

Interim Downtown Strategy:

- PayByPhone service has been expanded and is now available at all downtown on-street meters and pay stations.
- Vehicle counting system under development for the Library Parkade.

4. ***The City will work with institutions, businesses and developers to plan solutions for parking management.***

Interim Downtown Strategy:

- Working with private parking operators to provide additional long-term parking.

5. ***Parking will be used to support a balanced transportation system. Parking is part of the larger transportation picture.***

Interim Downtown Strategy:

- The highest concentration of construction is occurring within 2 blocks of the Queensway Transit Exchange, which provides transit service and connections to a large portion of Kelowna, Lake Country and West Kelowna, a great option for employees and contractors.

#### **Internal Circulation:**

Divisional Director, Community Planning & Real Estate

Divisional Director, Communications & Information Services

Divisional Director, Infrastructure

Acting Director, Design & Construction Services

Manager, Roads, Drainage & Solid Waste Projects

Manager, Transportation & Mobility

Manager, Parks Services

Supervisor, Traffic Operations

Supervisor, Roadways Operations

Community Engagement Consultant

Communications Consultant

**Legal/Statutory Authority:**

Traffic Bylaw No. 8120 - Part 4 & Part 6  
B.C. Motor Vehicle Act; Section 124(1)

**Legal/Statutory Procedural Requirements:**

Traffic Orders are required for any change to parking restrictions. Approval to create or modify Traffic Orders has been delegated to the City Engineer under Traffic Bylaw No. 8120.

**Financial/Budgetary Considerations:**

\$4,700 - Implementation of recommended "Primary-Immediate" changes:

- Replacement of approximately 60 existing signs and installation of 10 new signs,
- New labels/decals for approximately 130 single space and pay stations (no labour charge as work will be completed by existing maintenance staff).

\$3,000 - Communications:

- Update, printing & distribution of downtown parking map.
- Direct mail to registered monthly parkers and lot signage to advise non-monthly parkers of closure and provide alternatives relating to closure of Memorial Arena Lot.

**Personnel Implications:**

Meter maintenance technicians will re-program and label parking meters/pay stations to reflect any changes. Sign Technician and Sign Workers will update and install signage.

**Considerations not applicable to this report:**

Existing Policy:

External Agency/Public Comments:

Communications Comments:

Alternate Recommendation:

**Submitted by:** David Duncan, Manager, Parking Services

**Approved for inclusion:** Derek Edstrom, Director, Real Estate

Attachments:

1. Attachment A - Executive Summary from Urban Systems
2. Attachment B - Map of Proposed Downtown Parking Changes

cc: D. Gilchrist, Divisional Director, Community Planning & Real Estate  
C. Weaden, Divisional Director, Communications & Information Services  
A. Newcombe, Divisional Director, Infrastructure  
A. Gibbs, Acting Director, Design & Construction Services  
P. Irani/B. Beach, Managers, Roads, Drainage & Solid Waste Projects  
M. Hasan, Manager, Transportation & Mobility  
I. Wilson, Manager, Parks Services  
F. Wollin, Supervisor, Traffic Operations  
S. Bryans, Supervisor, Roadways Operations  
K. O'Rourke, Community Engagement Consultant  
M. Douglas, Communications Consultant

## MEMORANDUM

Date: March 30, 2015  
To: Dave Duncan  
cc:  
From: James Donnelly  
File: 0467.0424.04  
Subject: Interim Parking Strategy for Downtown Kelowna – Executive Summary

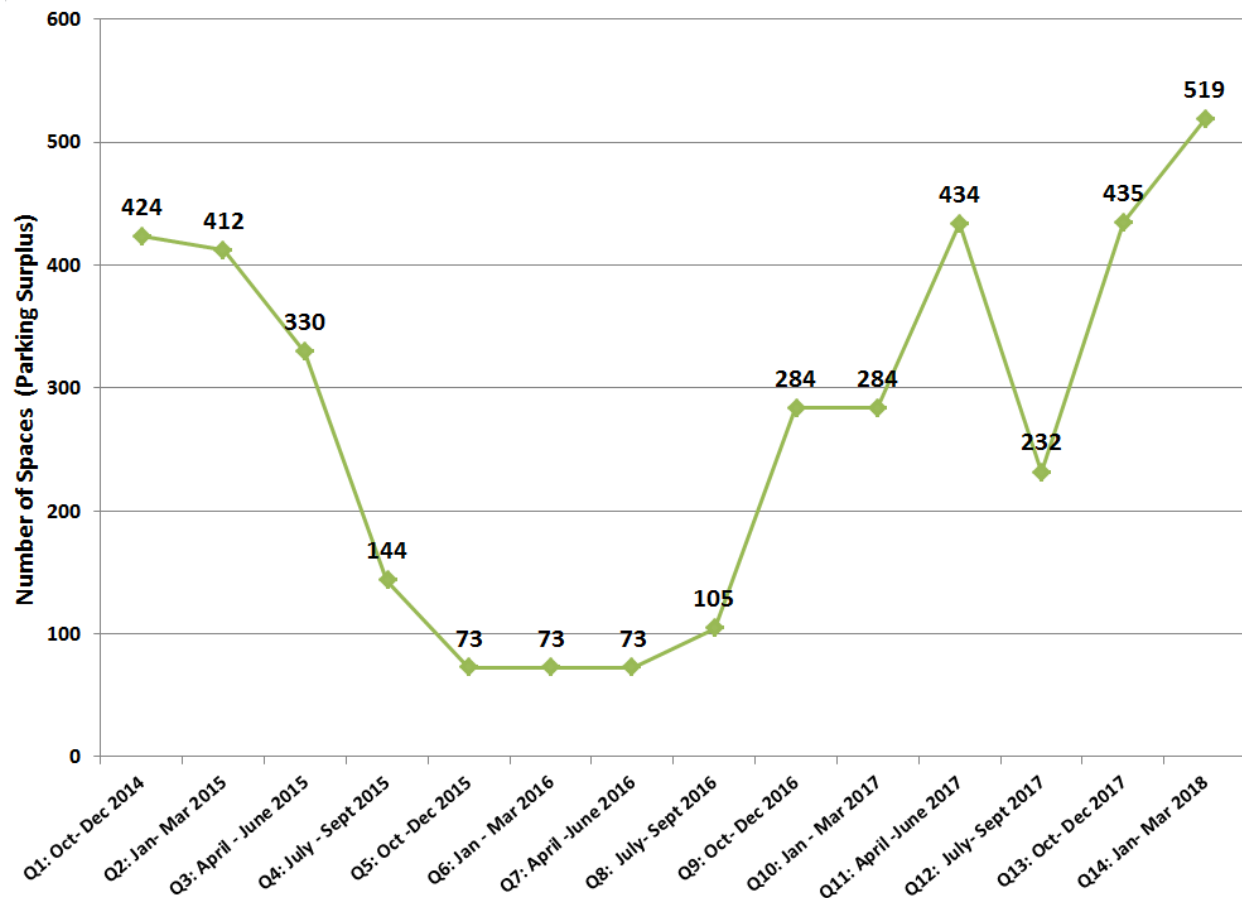
The downtown core of the City of Kelowna is currently experiencing high levels of growth, and several developments and expansion projects are expected to occur simultaneously resulting in a temporary reduction of off-street parking. In order to determine the impacts of these developments on the City's parking inventory a study was undertaken to review changes in parking supply and demand from 2015 to 2018.

The overall results of this analysis showed that the most significant reduction in off-street parking capacity will occur between September 2015 and June 2016. However, vacancy in the existing downtown parking inventory and surplus on-street parking will accommodate the displaced parking customers during this period. A breakdown of predicted changes to parking demand and supply over the next three years showed the following:

- ▶ **Existing Parking Inventory** – There are approximately 2327 off-street parking spaces downtown, of which approximately 1611 spaces (69%) are used on a daily basis; leaving approximately 716 (31%) spaces vacant on average.
- ▶ **Losses in Parking Supply** – There will be a loss of approximately 424 off-street spaces from the existing parking inventory during the construction period (2015-2018). However, since not all of these spaces are typically in use the actual loss of parking spaces currently in use will only be 224 spaces. The loss of these spaces will occur at different times during the construction period. Further, it should be noted that during the busiest times of the year (i.e. summer) this loss of parking will accentuated because of increased demands.
- ▶ **New Parking Supply** – New parkades and other development projects will provide 883 spaces in replacement of the 424 spaces lost during the construction period.
- ▶ **New Parking Demands** – Increased demands for parking from new developments and construction crews working in the downtown area is expected to range between 895 and 1084 spaces during peak periods of construction.
- ▶ **Available Spaces for Displaced Parking Customers** – Larger parking lots, such as the City Park Parking Lot, the Chapman Parkade, Prospera Place, and the Waterfront Park Parking Lot could be used by the City to accommodate displaced long-term parking customers.

**Chart 1.0** (below) shows a breakdown of changes in parking surplus during the construction period 2015 - 2018. The main drivers of change in parking supply over this period are the loss of parking to new development and the subsequent development of new parking structures downtown; such as the Memorial Arena Parkade and upgrades to the Library Parkade.

**Chart 1.0 - Parking Surplus during Construction Period 2015-2018**



### Alternative Parking Solutions

Alternative parking solutions to support the effort to relocate displaced parking customers to new suitable locations include:

- ▶ Formalizing on-street parking spaces and creating longer term (all day) parking areas on St Paul Street, Bertram Street, Doyle Avenue, Clement and Water Streets (in areas not located in front of stores and businesses). This could add up to an additional 290 on-street long-term spaces at the current average occupancy rate, which is estimated to be around 50%;
- ▶ Implementing a downtown shuttle for staff and construction workers funded by the various project owners and contractors;
- ▶ Encouraging construction workers to park off-site and carpool to downtown or take transit to work sites – the majority of work sites downtown are located within 250 metres of the Queensway Transit Exchange;

MEMORANDUM

Date: March 30, 2015  
File: 0467.0424.04  
Subject: Interim Parking Strategy for Downtown Kelowna – Executive Summary  
Page: 3 of 3



- ▶ Leave a portion of the on-street parking on Doyle Avenue between Ellis and Water Street designated as short term parking to allow for pickup/drop-off for those using the Memorial Arena.
- ▶ Utilizing existing vacancies in private off-street lots and help to facilitate public parking allotments in these facilities; and,
- ▶ Provide a policy/permit process to allow vacant lots to be converted into temporary (time limited) private off-streets lots without requiring formal hard surfacing and landscaping requirements to be satisfied.

**Recommendations:**

The following recommendations provided in the report outline actions that could be taken to ensure adequate parking is available downtown from 2015-2018:

- ▶ Notify the public and local businesses about potential upcoming shortages and where they are expected to occur;
- ▶ Provide information and communication materials to help direct displaced parking customers to lots with excess capacity nearby;
- ▶ Coordinate the opening and occupancy of newly developed offices downtown with the provision of parking and the opening of new parking facilities;
- ▶ Promote alternative modes of transportation (e.g. transit, carpooling, cycling, etc.) for displaced parking customers;
- ▶ Encourage local businesses and construction workers to participate in the BC Transit ProPASS program, which provide discounts for when multiple people (3 or more) in the same organization sign up for transit passes;
- ▶ Ensure that short-term parking alternatives are maintained around the waterfront during summer months to accommodate increased tourist; and,
- ▶ Collaborate with developers and project proponents to address increased parking demands from construction workers working on projects in the area.

Sincerely,

**URBAN SYSTEMS LTD.**

James Donnelly, P.Eng., PTOE  
Transportation Engineer, Principal



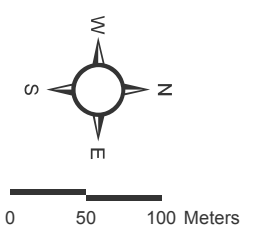


# City of Kelowna

## Interim Downtown Parking Study

### Proposed Parking Changes

- Legend**
- Potential "Commuter Permit" Parking Areas (Multi-Family Res)
  - Maximum time limit increase from 2 hours to 4 hours (pay)
  - New 2 hour (non-pay) parking zone
  - Maximum time limit increase from 2 hours to 8 hours (pay)
  - Maximum time limit reduced from 2 hours to 30 minutes
  - Maximum time limit increase from 30 minutes to 1 hour (pay)
  - Long-term off-street parking lot (with excess capacity)
  - Major project with impact on parking supply or demand
  - Queensway Transit Exchange
  - Approximate 5 minute walking radius from intersection of Doyle Ave and Ellis St.



Map prepared by Urban Systems Ltd on April-07-15  
 Map Projection: NAD 1983 UTM Zone 11N  
 Project # 0467.0424.03

Map Data:  
 City of Kelowna Open Source GIS Data  
 Urban Systems field work  
 Transit Stop data from Google Earth





City of  
**Kelowna**

# PARKING MANAGEMENT

Interim Downtown Area Plan





## AGENDA

- ▶ Parking Management Strategy
- ▶ Guiding Principles
- ▶ Background
- ▶ Mitigation Strategy / Proposed Changes
- ▶ Communications
- ▶ Financial
- ▶ Next Steps

# PARKING MANAGEMENT STRATEGY

## Parking Policy Framework (Phase 1)

- Spring 2013



## Adoption of Guiding Principles (Phase 2)

- January 2014



## Area Plan Creation (Phase 3)

- South Padosy - 2014
- Downtown (Interim Plan) - 2015
- Hospital District - 2016
- Downtown (Full Plan) - Beginning Winter 2016



## FOCUS ON SHORT-TERM PARKING

**Focus on excellent short-term parking management to support higher turn-over while maintaining a governing role in long-term parking solutions.**

*The City's primary role should evolve to provide better short-term public parking, with a secondary role of governing and planning for long-term parking. Pricing levels should encourage private investment.*



## SELF-FUNDED SYSTEM

**The parking system will continue to pay for itself (will operate under a user-pay cost recovery model)**

*There are many costs associated with parking: infrastructure, maintenance, equipment, enforcement, upgrades, customer service applications, replacement, land acquisition, management and more.*



## CUSTOMER SERVICE AND FAIRNESS

**Focus on customer service and fairness in parking practices by providing options, technologies and information.**

*Payment options, fair practices and real-time information make parking more accessible, easier to find, eases (or lessens) enforcement and supports active business areas and balanced neighbourhoods.*



## WORK WITH INSTITUTIONS, BUSINESSES AND DEVELOPERS

**The City will work with institutions, businesses and developers to plan solutions for parking management.**

*Parking policies must support the private and institutional sectors to ensure efficient and economical ways to address parking and transportation overall. Policies should encourage private investment.*



## SUPPORT A BALANCED TRANSPORTATION SYSTEM

**Parking will be used to support a more balanced transportation system.**

*Parking is part of the larger transportation picture. Inexpensive and plentiful parking will not encourage people to use transit, walk or cycle. Strategies must manage the supply of various types of parking and pricing.*



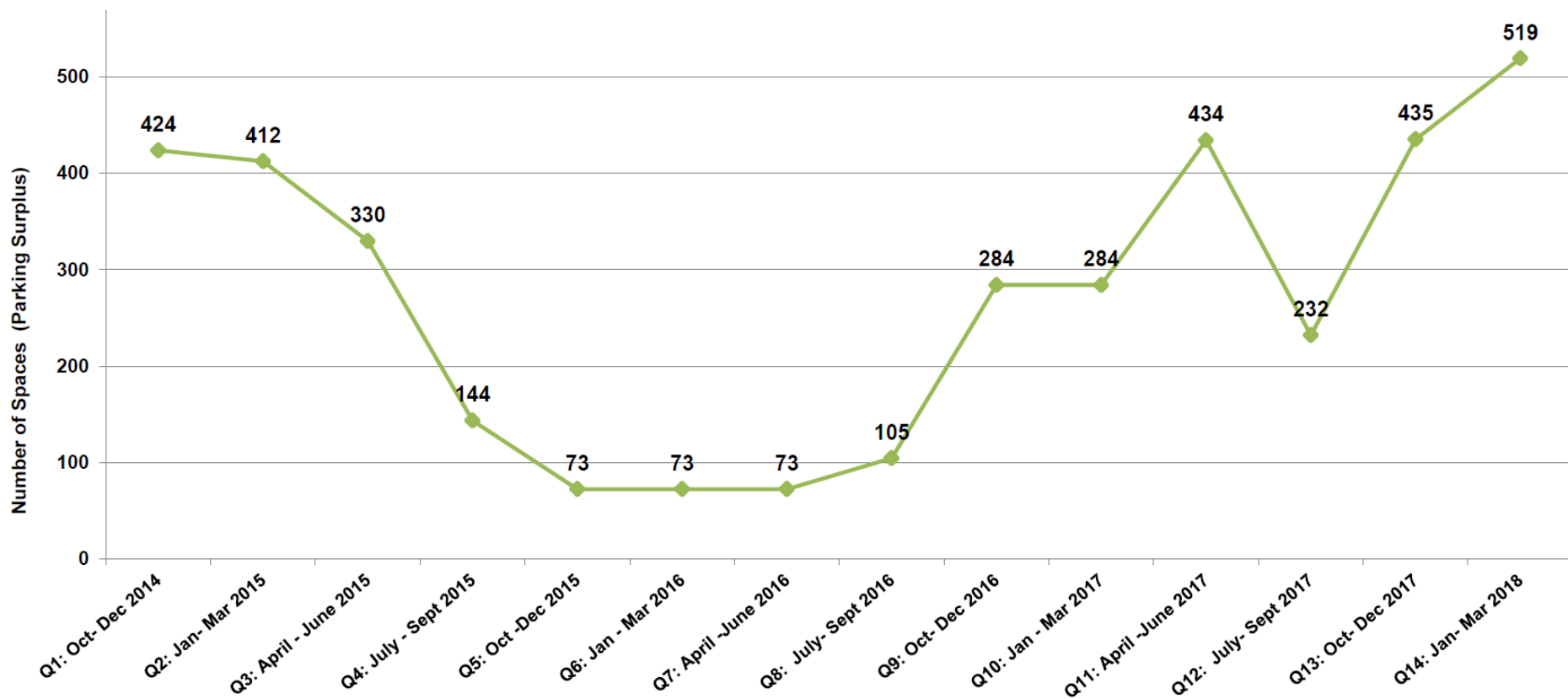
## PARKING SUPPLY

- ▶ Great cities have great downtowns
  - ▶ Changes and challenges
- ▶ Adequate supply will remain
  - ▶ Utilization will increase
  - ▶ Alternatives
    - ▶ Different parking lots
    - ▶ Multi-modal focus
- ▶ On-street parking supply minor impacts

## PARKING SUPPLY

- ▶ Start
  - ▶ 2,327 stalls
  - ▶ Lower occupancy of 1,611 stalls
    - ▶ 69% occupancy
    - ▶ Desire high occupancy in off-street
  - ▶ Average vacancy of 716 stalls
  - ▶ Maintain an average surplus of ~300 stalls
  - ▶ Challenging period October 2015 to June 2016
    - ▶ Tourist off-season
    - ▶ Both parkades under construction

# OFF-STREET PARKING SURPLUS 2014-2018



## RECENT PUBLIC CONCERNS

- ▶ Temporary Reductions
  - ▶ Closure of Arena Lot -139 stalls
  - ▶ Library Parkade Hoarding - 70 stalls
  - ▶ Total reduction - **209**
- ▶ Monthly stalls available within a 5-7 minute walk
  - ▶ Prospera Place Lot (Impark) + 150
  - ▶ Grand Hotel Parkade (Impark) + 25
  - ▶ Waterfront Park Lot (City) + 25
  - ▶ Total current monthly permits available + **200**
- ▶ **Net - 9 stalls**

## MITIGATION - IN PROGRESS/COMPLETE

- ▶ Project Scheduling
  - ▶ Memorial parkade construction start
- ▶ Working with Private Operators
  - ▶ To date created additional 45 public stalls
- ▶ Strategic Land Holdings
  - ▶ Henderson property - 46 stalls within 5 min
- ▶ Operational Changes
  - ▶ City Hall lot change - allows for increased utilization
  - ▶ Library Parkade allocation - counting system being developed
  - ▶ Tour bus layover zone on Ellis converted into parking
- ▶ Expanded Service
  - ▶ PayByPhone service now offered in downtown on-street locations
  - ▶ OGO Car Share finalizing a fourth vehicle in downtown fleet

## MITIGATION STRATEGIES - PRIMARY

- ▶ Seasonal monthly parking in City Park Lot
  - ▶ Peripheral lot rate (80%) to encourage use
  - ▶ Offered annually from Sept 1<sup>st</sup> to May 31<sup>st</sup>
- ▶ In areas where retail businesses will not be adversely affected, increase time limits to increase availability of longer term parking:
  - ▶ St Paul Street
  - ▶ Sunset Drive
  - ▶ Water Street
  - ▶ Cawston Avenue
  - ▶ Doyle Avenue

## MITIGATION STRATEGIES - PRIMARY

- ▶ Doyle Avenue
  - ▶ Add 30 minute stalls to support pickup and drop off from Memorial Arena
- ▶ Ellis Street
  - ▶ With approval of merchants, increase existing 30 minute zone to 1 hour
- ▶ Sunset Drive
  - ▶ Add a new 2 hour maximum (non-pay) parking zone to provide opportunities for park users



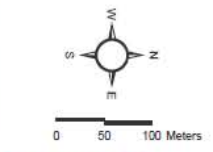
## MITIGATION STRATEGIES - SECONDARY

- ▶ Commuter Permits
  - ▶ Identify nearby multi-family residential blocks to offer a limited number of temporary monthly permits for non-residents
- ▶ St Paul Street Reconfiguration
  - ▶ Existing parallel parking area on the east side between Doyle Ave and Cawston Ave changed to angle parking - add 15 stalls
  - ▶ Not recommended



City of **Kelowna**  
 Interim Downtown  
 Parking Study  
**Proposed Parking  
 Changes**

- Legend**
- Potential "Commuter Permit" Parking Areas (Multi-Family Res)
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  - Long-term off-street parking lot (with excess capacity)
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  - - - Approximate 5 minute walking radius from intersection of Doyle Ave and Ellis St



**URBAN**  
systems

Map prepared by  
 Urban Systems Ltd on April-07-15  
 Map Projection: NAD 1983 UTM Zone 11N  
 Project # D467.D424.03

Map Data:  
 City of Kelowna Open Source GIS Data  
 Urban Systems field work  
 Transit Stop data from Google Earth

## COMMUNICATIONS

- ▶ Continue to provide status updates
  - ▶ City communication channels
  - ▶ Downtown Kelowna Association
- ▶ Update and produce a printed Downtown Parking Map
- ▶ City parking webpage ([kelowna.ca/parking](http://kelowna.ca/parking))
  - ▶ Online off-street parking map kept up to date
- ▶ Promote existing TDM programs
  - ▶ Car pooling
  - ▶ ProPASS Transit Passes & Income Tax deduction
- ▶ Collaborate with developers and contractors to promote alternatives
- ▶ Review parking way finding signage to ensure accuracy



# FINANCIAL - EXPENDITURES

Implementation of recommended "Primary" changes:

Replacement of existing and installation of new signs, labels/decals for single space and pay stations	\$ 4,700
Communications: Update, printing & distribution of downtown parking map. Direct mail to monthly parkers and creation of lot signage to advise non-monthly parkers of closure and provide alternatives	\$ 3,000
<b>Primary Changes &amp; Communications - (Funded from Existing Operating Budgets)</b>	<b>\$ 7,700</b>

*Secondary changes (not recommended):*

Reconfigure east side of St. Paul Street between Doyle and Cawston Avenue from parallel to angle parking	*\$ 20,000
Creation/Printing of "Commuter Permits" and software changes	*\$ 1,000
<b>Secondary Changes - Additional Funding Required</b>	<b>*\$ 21,000</b>

\*Estimate

## NEXT STEPS - DOWNTOWN AREA

**May 2015** – Start Construction of Library Parkade Expansion



**May – August 2015** - Implement Recommended Interim Changes



**September 2015** - Closure of Memorial Arena Lot to allow for Construction of New Memorial Parkade



**June 2016** - Library Parkade Expansion Completed  
**August 2016** - New Memorial Parkade Completed



**Winter 2016** – Begin Full Downtown Area Parking Plan Development

## STAY INFORMED

- ▶ Visit [kelowna.ca/parking](https://kelowna.ca/parking) and sign up for e-Subscribe to stay informed and receive updates.

# QUESTIONS?

**CITY OF KELOWNA**

**BYLAW NO. 11050**

**Road Closure and Removal of Highway Dedication Bylaw**  
**(Portion of Road adjacent to 1079 Curtis Road)**

**A bylaw pursuant to Section 40 of the Community Charter to authorize the City to permanently close and remove the highway dedication of a portion of highway on Road adjacent to 1079 Curtis Road**

---

NOW THEREFORE, the Municipal Council of the City of Kelowna, in open meeting assembled, hereby enacts as follows:

1. That portion of highway attached as Schedule "A" comprising 1.16 ha shown in bold black as Road to be Closed on the Reference Plan prepared by Neil Denby B.C.L.S., is hereby stopped up and closed to traffic and the highway dedication removed.
2. The Mayor and City Clerk of the City of Kelowna are hereby authorized to execute such conveyances, titles, survey plans, forms and other documents on behalf of the said City as may be necessary for the purposes aforesaid.

Read a first, second and third time by the Municipal Council this 23<sup>rd</sup> day of March, 2015.

Adopted by the Municipal Council of the City of Kelowna this

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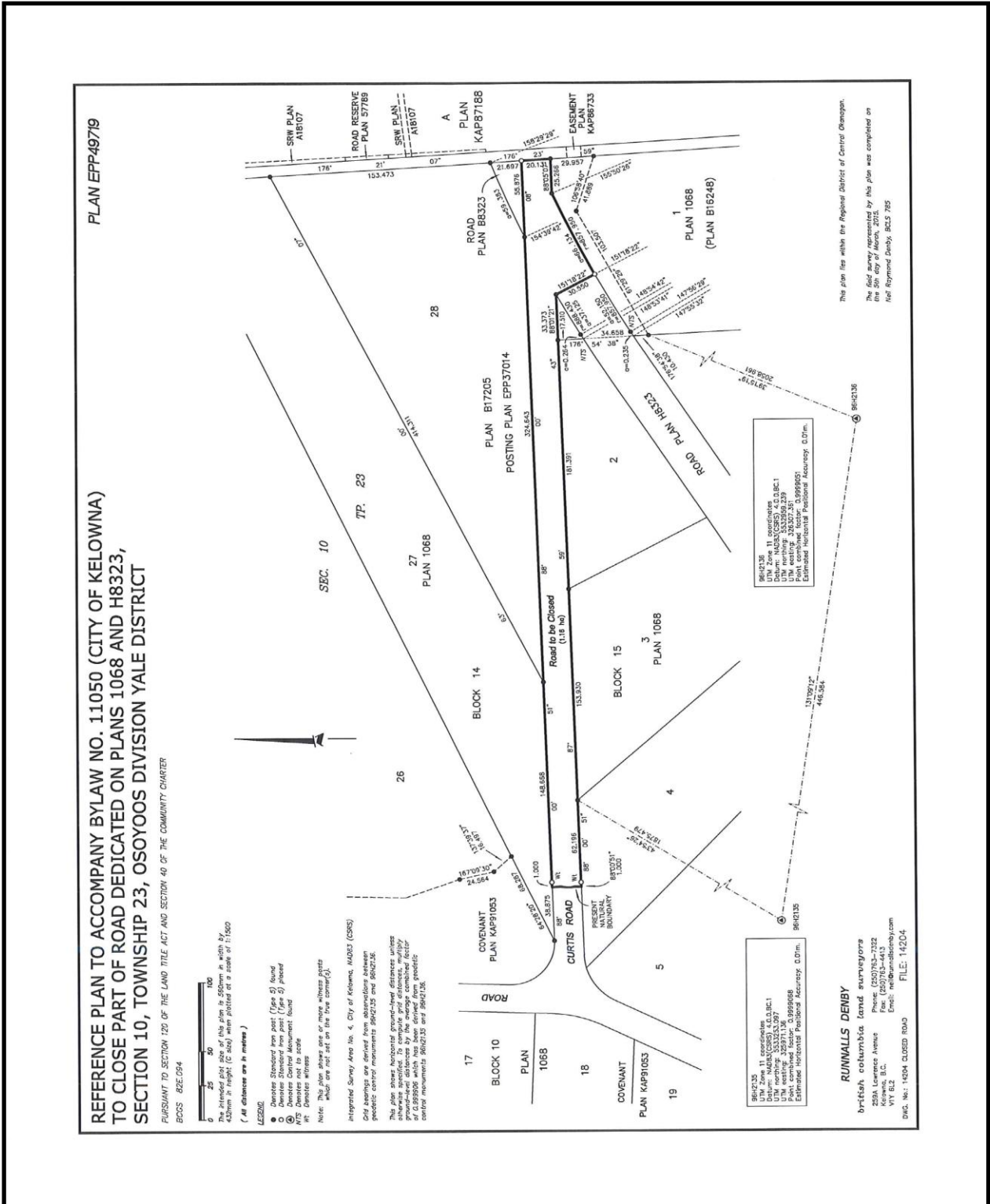
Mayor

---

City Clerk



Schedule "A"



# CITY OF KELOWNA

## BYLAW NO. 11061

### Parcel Tax Bylaw for Bernard Ave Revitalization Project Local Area Service

---

WHEREAS the City of Kelowna Council is authorized to impose by bylaw a parcel tax under Section 200 of the *Community Charter* on the benefiting parcels in the Local Area Service for the Bernard Avenue Revitalization Project;

AND WHEREAS the Council of the City of Kelowna has, by the Bernard Avenue Revitalization Project Local Area Service Establishment Bylaw No. 10557 and the Bernard Avenue Revitalization Project Loan Authorization Bylaw No. 10558, authorized the construction of local improvements under Part 7 of the *Community Charter* and has provided that a portion of the capital costs of local improvement authorized will be paid by a parcel tax based on area of the parcel levied in 20 annual instalments within the benefiting area created by the bylaw;

AND WHEREAS the Council now is desirous of imposing the parcel tax based on the taxable frontage of the parcels;

NOW THEREFORE, the Municipal Council of the City of Kelowna, in open meeting assembled, enacts as follows:

1. In this bylaw:

“Benefiting Area” means the area described in Schedule “A” of “Bernard Avenue Revitalization Project Establishment Bylaw No. 10557 and Bernard Avenue Revitalization Project Loan Authorization Bylaw No. 10558”.

“City” means the City of Kelowna.

“Collector” means the Collector of Taxes for the City.

“Parcel” means any lot, block or other area, in which land is held or into which it is subdivided but does not include highways.

2. Bernard Avenue Revitalization Project Establishment Bylaw No. 10557 and Bernard Avenue Revitalization Project Loan Authorization Bylaw No. 10558 authorized the construction of local improvements under Part 7 of the *Community Charter*. The real properties immediately benefited by works undertaken as local improvements pursuant to Bylaw No. 10557 and Bylaw No. 10558 are identified as the Bernard Avenue Revitalization Project Local Area Service Tax Assessment Roll.

3. The annual parcel tax levied on each parcel under Section 2 of this bylaw, in each of the twenty (20) years, shall be equal to  $(A \div B) \times C$ , where:

A= the annual payment (which for the initial calculation of this bylaw is \$105,288.04) required to be made in that year for the repayment of principal and interest on the debt authorized by the Bernard Avenue Revitalization Project Local Area Service.

Bylaw No. 11061 – Page 2

B= the metres within the benefiting area (which for the initial calculation purposes of this bylaw is 1332.76 metres); and

C= the total metres allocated to the **parcel**.

4. The **parcel** tax assessment based on the taxable frontage of the **parcel** is hereby imposed upon the **parcels** liable for the payment of the owners' portion of the cost and the interest thereon, over and above all other rates and taxes, and the said rates shall be collected annually in twenty (20) annual instalments, at the same time and in the same manner as other annual rates and taxes, and shall be subject to the same penalties for non-payment. The first such payment shall be due and payable on the 2nd day of July, 2015.
5. Any person whose **parcel** is subject to being specially assessed may commute for a payment in cash, by paying the portion of the cost assessed by the deadline established by the **Collector**.
6. This bylaw shall come into full force and effect and be binding on all persons for the 2015 taxation year for a period of twenty (20) years up to and including the 2034 taxation year.
7. This bylaw shall be cited as "Bernard Avenue Revitalization Project Local Area Service Parcel Tax Bylaw No. 11061".

Read a first, second and third time by the Municipal Council this 16<sup>th</sup> day of March, 2015.

Adopted by the Municipal Council of the City of Kelowna this

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Mayor

---

City Clerk

# CITY OF KELOWNA

## BYLAW NO. 11063

### Road Closure and Removal of Highway Dedication Bylaw (Portion of 1502-1504 & 1506 Sutherland Ave)

**A bylaw pursuant to Section 40 of the Community Charter to authorize the City to permanently close and remove the highway dedication of a portion of highway on 1502-1504 & 1506 Sutherland Ave**

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NOW THEREFORE, the Municipal Council of the City of Kelowna, in open meeting assembled, hereby enacts as follows:

1. That portion of highway attached as Schedule "A" comprising 207.0 m shown in bold black as Closed Road on the Reference Plan prepared by Neil Denby B.C.L.S., is hereby stopped up and closed to traffic and the highway dedication removed.
2. The Mayor and City Clerk of the City of Kelowna are hereby authorized to execute such conveyances, titles, survey plans, forms and other documents on behalf of the said City as may be necessary for the purposes aforesaid.

Read a first, second and third time by the Municipal Council this 16<sup>th</sup> day of March, 2015.

Approved Pursuant to Section 41(3) of the Community Charter this 20<sup>th</sup> day of March, 2015.

Audrie Henry  
(Approving Officer-Ministry of Transportation)

Adopted by the Municipal Council of the City of Kelowna this

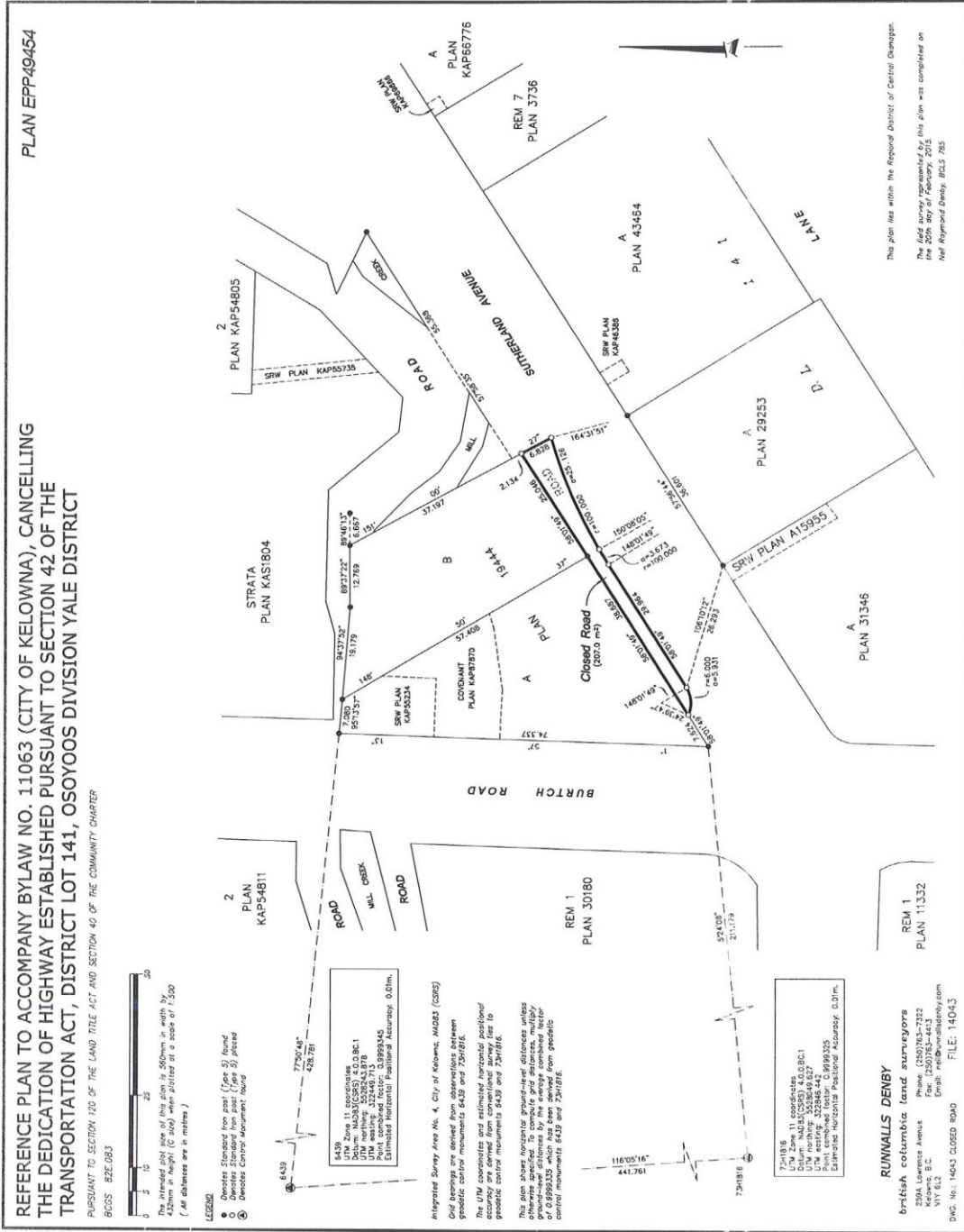
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Mayor

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City Clerk

Schedule "A"



**CITY OF KELOWNA**

**BYLAW NO. 11076**

**Amendment No. 7 to Solid Waste Management Bylaw  
No. 10106**

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The Municipal Council of the City of Kelowna, in open meeting assembled, enacts that the City of Kelowna Solid Waste Management Bylaw No. 10106 be amended as follows:

1. **THAT SCHEDULE “B” CURBSIDE PICK UP LIMITS AND COLLECTION FEES** be amended by deleting in Section 2:  
  
“\$187.92 for 2012 and \$197.30 per year starting in 2013,” prior to the words *individual Collection and Solid Waste Reduction Service fee*  
  
And replacing it with “\$162.30”
2. This bylaw may be cited for all purposes as “Bylaw No. 11076, being Amendment No.7 to Solid Waste Management Bylaw No. 10106.”
3. This bylaw shall come into full force and effect and is binding on all persons as and from the date of adoption.

Read a first, second and third time by the Municipal Council this 30<sup>th</sup> day of March, 2015.

Adopted by the Municipal Council of the City of Kelowna this

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Mayor

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City Clerk