

**City of Kelowna  
Regular Council Meeting  
AGENDA**



Monday, July 29, 2013  
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

4 - 15

Regular PM Meeting - July 15, 2013

3. Development Application Reports & Related Bylaws

3.1 Official Community Plan Bylaw Amendment Application No. OCP13-0014 and Rezoning Application No. Z13-0023, 1150 & 1200 Steele Road, No. 21 Great Projects Ltd.

16 - 44

To amend the Official Community Plan Future Land Use Designation and to rezone the subject properties to accommodate the eventual construction of a new middle school and to rezone a park property recently dedicated to the City.

3.1.1 Bylaw No. 10867 (OCP13-0014) - 1150 & 1200 Steele Road, No. 21 Great Projects Ltd.

45 - 46

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

To give Bylaw No. 10867 first reading.

3.1.2 Bylaw No. 10868 (Z13-0023) - 1150 & 1200 Steele Road, No. 21 Great Projects Ltd.

47 - 48

To give Bylaw No. 10868 first reading.

- 3.2 Rezoning Application No. Z13-0022 - 1369 & 1375 Bertram Street, John Bauer and Irvin & Linda Cordes 49 - 72
- To consider rezoning the subject properties from the RU6 - Two Dwelling Housing Zone to the RM5 - Medium Density Multiple Housing Zone to accommodate the proposed 8 unit, 4 storey row housing project.
- 3.2.1 Bylaw No. 10872 (Z13-0022) - 1369 & 1375 Bertram Street, John Bauer and Irvin & Linda Cordes 73 - 73
- To give Bylaw No. 10872 first reading.
- 3.3 Development Permit Application No. DP13-0096 - 975 Academy Way, Meiklejohn Architects 74 - 114
- To consider the form and character of a proposed four storey, 30 unit residential building and associated landscaping and site works, representing Phase 2 of the University South development.
- 3.4 Rezoning Application No. Z11-0018, Extension Request - 1500 Friesen Road, Gwynne Johnson 115 - 117
- To extend the date for adoption of the Zone Amending Bylaw for an additional 12 months to facilitate the rezoning of the subject property from the RR3 - Rural Residential 3 zone to the RU6 - Two Dwelling Housing zone in order to construct a duplex.
4. Non-Development Reports & Related Bylaws
- 4.1 Provincial Printed Paper and Packaging Financial Incentives 118 - 154
- To inform Council of the Provincial changes to the residential recycling program and the financial incentives being offered by Multi Material BC. Council is also being requested to accept these incentives and to enter into a contract with Multi Material BC.
- 4.2 Event Development Fund 155 - 167
- To seek Council's approval to distribute the 2013 Event Development funds as outlined in the report and to seek support for staff to submit a budget submission for ongoing grant funding as part of the 2014 Provisional Budget.
- 4.3 Hospital Area Plan 168 - 172
- To proactively plan for and guide future redevelopment opportunities while protecting the integrity of the established neighbourhoods surrounding

Kelowna General Hospital.

**4.4 Community Climate Action Plan: Achievements to Date and Next Steps** 173 - 190

To update Council on the Community Climate Action Plan achievements and recommend actions for implementation in 2014.

**5. Bylaws for Adoption (Non-Development Related)**

**5.1 Bylaw No. 10853 - Hotel Tax Bylaw** 191 - 191

To adopt Bylaw No. 10853.

**5.2 Bylaw No. 10871 - Amendment No. 6 to Solid Waste Management Bylaw No. 10106** 192 - 192

To adopt Bylaw No. 10871.

**6. Mayor and Councillor Items**

**7. Termination**



## City of Kelowna Regular Council Meeting Minutes

Date: Monday, July 15, 2013  
Location: Council Chamber  
City Hall, 1435 Water Street

Council Members Present: Mayor Walter Gray and Councillors Colin Basran, Andre Blanleil, Maxine DeHart, Gail Given, Robert Hobson, Mohini Singh, Luke Stack\* and Gerry Zimmermann

Staff Present: Deputy City Manager, Paul Macklem; City Clerk, Stephen Fleming; Interim Divisional Director, Infrastructure, John Vos\*; Divisional Director, Community Planning & Real Estate, Doug Gilchrist\*; Manager, Urban Planning, Danielle Noble\*; Acting Director, Real Estate & Property Services, Derek Edstrom\*; Manager, Property Manager, Ron Forbes\*; Planner, James Moore\*; Solid Waste Supervisor, Gord Light\*; Property Officer, Tammy Abrahamson\*; and Council Recording Secretary, Sandi Horning

(\* denotes partial attendance)

### 1. Call to Order

Mayor Gray called the meeting to order at 1:30 p.m.

Mayor Gray 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 Given/Seconded By: Councillor Zimmermann

R479/13/07/15 THAT the Minutes of the Regular PM Meeting of June 17, 2013 be confirmed as circulated;

AND THAT the Minutes of the Regular PM Meeting of June 24, 2013 be confirmed as circulated.

Carried

**3. Public in Attendance**

**3.1. Navjot Takhar, Miss Kelowna Lady of the Lake 2012, and Jade Cowen, Princess 2012, re: Annual Presentation**

Navjot Takhar, Miss Kelowna Lady of the Lake 2012, and Jade Cowen, Kelowna Princess 2012:

- Displayed slides and provided an overview of their experience as Kelowna's Lady of the Lake and Princess.
- Responded to questions from Council.

**3.2. Stephanie Hall, Executive Director, and Don Nettleton, Financial Manager, Okanagan Regional Library, re: 2012 Statistical Information**

Stephanie Hall, Executive Director, Okanagan Regional Library:

- Displayed a PowerPoint presentation and responded to questions from Council.

**4. Development Application Reports & Related Bylaws**

**4.1. Official Community Plan Bylaw Amendment Application No. OCP13-0013 & Rezoning Application No. Z13-0021 - 459 Groves Avenue and 437 & 442 Newsom Avenue, P218 Enterprises Ltd.**

Staff:

- Summarized the application before Council and responded to questions from Council.

Moved By: Councillor Zimmermann/Seconded By: Councillor Given

**R480/13/07/15** THAT Official Community Plan Bylaw Amendment No. OCP13-0013 to amend Map 4.1 of the Kelowna 2030 - Official Community Plan Bylaw No. 10500, by changing the Future Land Use designation of Lot 14, District Lot 14, ODYD, Plan 3856, except Plan KAP90797, located at 459 Groves Avenue, Kelowna, BC; Lot 11, Block 2, District Lot 14, ODYD, Plan 4743, except Plan KAP90797, located at 437 Newsom Avenue, Kelowna, BC; and Lot 19, District Lot 14, ODYD, Plan 3856, except Plan KAP90797, located at 442 Newsom Avenue, Kelowna, BC from the MRM - Multiple Unit Residential (Medium Density) designation to the MXR - Mixed Use (Residential/Commercial) designation, as shown on Map "A1" attached to the Report of Land Use Management Department dated July 3, 2013, be considered by Council;

AND THAT Rezoning Application No. Z13-0021 to amend the City of Kelowna Zoning Bylaw No. 8000 by changing the zoning classification of Lot 14, District Lot 14, ODYD, Plan 3856, except Plan KAP90797, located at 459 Groves Avenue, Kelowna, BC; Lot 11, Block 2, District Lot 14, ODYD, Plan 4743, except Plan KAP90797, located at 437 Newsom Avenue, Kelowna, BC; and Lot 19, District Lot 14, ODYD, Plan 3856, except Plan KAP90797, located at 442 Newsom Avenue, Kelowna, BC from the RU1 - Large Lot Housing zone to the C4 - Urban Centre Commercial zone, as shown on Map "B1" attached to the Report of Land Use Management Department dated July 3, 2013, be considered by Council;

AND THAT Council considers the applicant's June 25, 2013, Public Information Session to be appropriate consultation for the purpose of Section 879 of the Local Government Act, as outlined in the Report of the Land Use Management Department dated July 3, 2013;

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

AND THAT final adoption of the Zone Amending Bylaw be considered in conjunction with Council's consideration of a Development Permit and Development Variance Permit for the subject properties;

AND THAT final adoption of the Zone Amending Bylaw be considered following registration of a No Build Section 219 Restrictive Covenant, in favour of the City of Kelowna, against the titles of the subject properties in the Land Titles Office, to restrict the use of the subject properties for an accessory surface parking area to serve the adjacent development at 2986-3030 Pandosy Street;

AND THAT final adoption of the zone amending bylaw be considered subsequent to completion of a Purchase/Sale Agreement with the City, and registration of Road Closure adjacent to Lot 14, District Lot 14, ODYD, Plan 3856, except Plan KAP90797 (459 Groves Avenue); Lot 11, Block 2, District Lot 14, ODYD, Plan 4743, except Plan KAP90797 (437 Newsom Avenue); and Lot 19, District Lot 14, ODYD, Plan 3856, except Plan KAP90797 (442 Newsom Avenue), to the satisfaction of the City of Kelowna, in the Land Titles Office;

AND THAT final adoption of the Zone Amending Bylaw be considered subsequent to the requirements of the Divisional Director of Community Planning and Real Estate for the co-op/car share program, as attached to the Report of the Land Use Management Department dated July 3, 2013, being completed to his satisfaction;

AND FURTHER THAT final adoption of the Zone Amending Bylaw be considered subsequent to the requirements of the Development Engineering Branch, as attached to the Report of the Land Use Management Department dated July 3, 2013, being completed to its satisfaction.

Carried

City Clerk:

- Advised that this application and the corresponding bylaws will be forwarded to the July 30, 2013 Public Hearing.

**4.1.1. Bylaw No. 10864 (OCP13-00013) - 459 Groves Avenue and 437 & 442 Newsom Avenue, P218 Enterprises Ltd.**

Moved By: Councillor DeHart/Seconded By: Councillor Zimmermann

R481/13/07/15 THAT Bylaw No. 10864 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

**4.1.2. Bylaw No. 10865 (Z13-0021) - 459 Groves Avenue and 437 & 442 Newsom Avenue, P218 Enterprises Ltd.**

Moved By: Councillor DeHart/Seconded By: Councillor Zimmermann

R482/13/07/15 THAT Bylaw No. 10865 be read a first time.

Carried

4.2. Official Community Plan Bylaw Amendment Application No. OCP13-0014 & Rezoning Application No. Z13-0023 - 1150 & 1200 Steele Road, No. 21 Great Projects Ltd.

4.2.1. Bylaw No. 10867 (OCP13-0014) - 1150 & 1200 Steele Road, No. 21 Great Projects Ltd.

4.2.2. Bylaw No. 10868 (Z13-0023) - 1150 & 1200 Streele Road, No. 21 Great Projects Ltd.

Mayor Gray advised that this application has been withdrawn by the Applicant.

4.3. Official Community Plan Bylaw Amendment Application No. OCP13-0009 & Rezoning Application No. Z13-0015 - 434, 442 & 458 Royal Avenue, Interior Health Authority

Staff:

- Summarized the application before Council and responded to questions from Council.

Council:

- Expressed a concern with Interior Health's on-site parking management strategy.

Moved By: Councillor Hobson/Seconded By: Councillor Stack

**R483/13/07/15** THAT Official Community Plan Bylaw Amendment No. OCP13-0009 to amend Map 4.1 of the Kelowna 2030 - Official Community Plan Bylaw No. 10500 by changing the Future Land Use designation of Lot A, D.L. 14, ODYD, District Plan 5742, located at 434 Royal Avenue, Lot 26, D.L. 14, ODYD, District Plan 3393, located at 442 Royal Avenue and Lot 1, D.L. 14, ODYD, District Plan 7535, located at 458 Royal Avenue from Single / Two Unit Residential to Educational / Major Institutional, as shown on Map "A" attached to the Report of the Land Use Management Department dated June 28th, 2013, be considered by Council;

AND THAT Council considers the applicant's May 30th, 2013 Public Information Meeting to be appropriate consultation for the purpose of Section 879 of the Local Government Act, as outlined in the Report of the Land Use Management Department dated June 28th, 2013;

AND THAT Rezoning Application No. Z13-0015 to amend the City of Kelowna Zoning Bylaw No. 8000 by changing the zoning classification of Lot A, D.L. 14, ODYD, District Plan 5742, located at 434 Royal Avenue, Lot 26, D.L. 14, ODYD, District Plan 3393, located at 442 Royal Avenue and Lot 1, D.L. 14, ODYD, District Plan 7535, located at 458 Royal Avenue from RU1 - Large Lot Housing to P1 - Major Institutional be considered by Council;

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

AND THAT final adoption of the Zone Amending Bylaw be considered in conjunction with Council's consideration of a Heritage Alteration Permit on the subject properties;

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;

AND THAT final adoption of the Zone Amending Bylaw be considered subsequent to completion of a Purchase / Sale Agreement with the City for the lane that runs N/S between 458 and 442 Royal Avenue;

AND THAT final adoption of the Zone Amending Bylaw be considered subsequent to the submission of a plan of subdivision to consolidate the properties;

AND THAT final adoption of the Zone Amending Bylaw be considered subsequent to the registration of a No-Build covenant on the subject properties;

AND FURTHER THAT final adoption of the Zone Amending Bylaw be considered subsequent to the satisfaction of Fortis BC's request for a Statutory Right of Way.

Carried

City Clerk:

- Advised that this application and the corresponding bylaws will be forwarded to the July 30, 2013 Public Hearing.

**4.3.1. Bylaw No. 10869 (OCP13-0009) - 434, 442 & 458 Royal Avenue, Interior Health Authority**

Moved By: Councillor Zimmermann/Seconded By: Councillor DeHart

R484/13/07/15 THAT Bylaw No. 10869 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

**4.3.2. Bylaw No. 10870 (Z13-0015) - 434, 442 & 458 Royal Avenue, Interior Health Authority**

Moved By: Councillor Stack/Seconded By: Councillor Given

R485/13/07/15 THAT Bylaw No. 10870 be read a first time.

Carried

**4.4. Official Community Plan Bylaw Amendment Application No. OCP11-0008 and Rezoning Application No. Z11-0062, Extension Request - 2241 Springfield Road, R366 Enterprises Ltd.**

Councillor Stack declared a conflict of interest as the Society he is employed by owns property within the notification area for the subject property and left the meeting at 2:36 p.m.

Moved By: Councillor Zimmermann/Seconded By: Councillor Given

R486/13/07/15 THAT in accordance with Development Application Procedures Bylaw No. 10540, the deadline for the adoption of Amending Bylaw Nos. 10638 (OCP11-0008) and 10639 (Z11-0062), for Lot B, District Lots 128 & 142, O.D.Y.D. Plan KAP85660, located on 2241 Springfield Road, Kelowna, BC, be extended from July 10, 2013 to July 10, 2014.

Carried



- 4.5. Official Community Plan Bylaw Amendment Application No. OCP11-0009, Text Amendment Application No. TA11-0008 and Rezoning Application No. Z11-0063, Extension Request - 2030 Benvoulin Road & 2190 Mayer Road, R366 Enterprises Ltd.

Moved By: Councillor Zimmermann/Seconded By: Councillor Given

R487/13/07/15 THAT in accordance with Development Application Procedures Bylaw No. 10540, the deadline for the adoption of Amending Bylaw Nos. 10634 (OCP11-0009), 10635 (TA11-0008) and 10636 (Z11-0062), for Lot 3, District Lot 142, ODYD, Plan KAP82214 located at 2030 Benvoulin Rd and Lot 4, District Lot 142, ODYD, Plan KAP82214, located at 2190 Mayer Road, Kelowna, B.C. be extended from July 10, 2013 to July 10, 2014.

Carried

- 4.6. Bylaw No. 10626 (OCP11-0012) - 964-968 Borden Avenue, David & Joan Richter

Councillor Stack rejoined the meeting at 2:37 p.m.

Moved By: Councillor Given/Seconded By: Councillor Stack

R488/13/07/15 THAT Bylaw No. 10626 be adopted.

Carried

- 4.6.1. Bylaw No. 10627 (Z11-0027) - 964-968 Borden Avenue, David & Joan Richter

Moved By: Councillor Blanteil/Seconded By: Councillor Basran

R489/13/07/15 THAT Bylaw No. 10627 be adopted.

Carried

- 4.6.2. Development Permit Application No. DP11-0066, 964-968 Borden Avenue, David & Joan Richter

Staff:

- Summarized the application before Council.

Moved By: Councillor Basran/Seconded By: Councillor Blanteil

R490/13/07/15 THAT final adoption of OCP Amending Bylaw No. 10626 be considered by Council;

AND THAT final adoption of Zone Amending Bylaw No. 10627 be considered by Council;

AND THAT Council authorizes the issuance of Development Permit No. DP11-0066 for Lot 2, District Lot 138, ODYD plan 3182, located on 964-968 Borden Avenue, Kelowna, BC subject to the following:

1. The dimensions and siting of the building to be constructed on the land be in general accordance with Schedule "A";
2. The exterior design and finish of the building to be constructed on the land, be in general accordance with Schedule "B";

3. Landscaping to be provided on the land be in general accordance with Schedule "C";
4. The applicant be required to post with the City, a Landscape Performance Security deposit in the form of a "Letter of Credit" in the amount of 125% of the estimated value of the landscaping, as determined by a professional landscaper;

AND FURTHER THAT the applicant be required to complete the above-noted conditions within 180 days of Council's approval of the Development Permit Application in order for the permit to be issued.

Carried

## 5. Non-Development Reports & Related Bylaws

### 5.1. Quarterly Report Update

Deputy City Manager:

- Displayed a PowerPoint presentation and provided an overview of the Quarterly Report.

### 5.2. Budget Amendment - Kelowna Family Y Renovations and Structural Repairs

Moved By: Councillor Stack/Seconded By: Councillor Given

R491/13/07/15 THAT Council receives, for information, the report from the Utility & Buildings Project Manager dated July 5, 2013, regarding the expansion of the Kelowna Family Y Renovations and Structural Repairs project;

AND THAT Council directs staff to develop a partnership agreement with the YMCA of Okanagan to allow the City of Kelowna staff to manage and implement the overall construction project;

AND FURTHER THAT Council approves the 2013 Financial Plan amendment to include \$637,000 of additional funding contributed by the YMCA of Okanagan.

Carried

### 5.3. Culled Fruit Disposal Options and Implications

Staff:

- Provided an overview of the implications and costs of accepting culled cherries at the Glenmore Landfill and responded to questions from Council.

Moved By: Councillor Given/Seconded By: Councillor Hobson

R492/13/07/15 THAT Council receives for information the report dated July 8th, 2013 from the Solid Waste Organics Supervisor regarding a rate change to the tipping fee for culled cherries at the Glenmore Landfill, on a two year trial basis;

AND THAT staff continue to evaluate the implications and costs associated with handling and composting culled cherries and report back to Council with a final recommendation in the fall of 2014;

AND FURTHER THAT Bylaw No.10871 being Amendment No. 6 to Solid Waste Management Bylaw No. 10106 be given reading consideration.

Carried

**5.3.1. Bylaw No. 10871 - Amendment No. 6 to Solid Waste Management Bylaw No. 10106**

Moved By: Councillor Basran/Seconded By: Councillor Blankeil

R493/13/07/15 THAT Bylaw No. 10871 be read a first, second and third time.

Carried

**5.4. Proposed Royal Avenue Road Closure and Transfer to Interior Health Authority**

Moved By: Councillor Zimmermann/Seconded By: Councillor DeHart

R494/13/07/15 THAT Council receives, for information, the Report from the Acting Director, Real Estate & Property Services dated July 5, 2013, recommending that Council adopt the proposed road closure of a portion of road between 442 Royal Avenue and 458 Royal Avenue (Schedule 'A');

AND THAT Bylaw No. 10845, being proposed road closure of a portion of road between 442 Royal Avenue and 458 Royal Avenue, be given reading consideration.

Carried

**5.4.1. Bylaw No. 10845 - Road Closure Bylaw - Portion of Royal Avenue**

Moved By: Councillor Blankeil/Seconded By: Councillor Basran

R495/13/07/15 THAT Bylaw No. 10845 be read a first, second and third time.

Carried

**5.5. Road Closure and Sale Adjacent to 459 Groves Ave and 437 & 442 Newsom Ave**

Moved By: Councillor Hobson/Seconded By: Councillor Singh

R496/13/07/15 THAT Council receives, for information, the Report from the Acting Director, Real Estate & Property Services dated July 5, 2013, recommending that Council adopt the proposed closure of a portion of 459 Groves Avenue and 437/442 Newsom Avenue;

AND THAT Bylaw No. 10866, being proposed road closure of a portion of Groves Avenue and Newsom Avenue, be forwarded for reading consideration.

Carried

**5.5.1. Bylaw No. 10866 - Road Closure Bylaw - Portion of 459 Groves Avenue and 437 & 442 Newsom Avenue**

**Moved By: Councillor Hobson/Seconded By: Councillor Singh**

**R497/13/07/15** THAT Bylaw No. 10866 be read a first, second and third time.

**Carried**

**5.6. Activity Concession Bid Awards**

Staff:

- Summarized the Activity Concession Bid Awards.

**Moved By: Councillor Hobson/Seconded By: Councillor Given**

**R498/13/07/15** THAT Council approves the City entering into a one (1) year contract, with two (2) one (1) year options to renew, with 096796 BC Ltd., doing business as SUP SAND AND SUN, to provide activity concession services at the south end of City Park on Abbott Street (Site A), in the form attached to the Report of the Manager, Property Management, dated July 4, 2013;

AND THAT Council approves the City entering into a one (1) year contract, with four (4) one (1) year options to renew, with Tim Hamel, doing business as IN TOUCH Massage Therapy, to provide massage concession services at Rotary Beach on Lakeshore Road (Site B), in the form attached to the Report of the Manager, Property Management, dated July 4, 2013;

AND FURTHER THAT the Mayor and City Clerk be authorized to execute all documents associated with these contracts.

**Carried**

**5.7. Kelowna United License and Operating Agreement**

Staff:

- Summarized the License and Operating Agreement with Kelowna United and advised that the Section 9 Application has now been approved by the Province.

**Moved By: Councillor Hobson/Seconded By: Councillor Zimmermann**

**R499/13/07/15** THAT Council approves the City entering into a License of Occupation and Operating Agreement, with Kelowna United Football Club, for a fifteen (15) year term, with the option to renew for an additional one (1) five (5) year term, for the design, construction, management and operation of an indoor turf facility on Gordon Road (Schedule 'A'), in the form attached to the Report of the Manager, Property Management, dated July 5 2013;

AND THAT the Mayor and City Clerk be authorized to execute all documents associated with the Agreement.

**Carried**

## 5.8. License of Occupation - Province of British Columbia to City of Kelowna

### Staff:

- Summarized the process for the renewal of the Licenses of Occupation for Lake Okanagan for public recreational use.

Moved By: Councillor Hobson/Seconded By: Councillor Given

**R500/13/07/15** THAT Council approves the City entering into a thirty (30) year License of Occupation, with the Province of British Columbia, for the following water lot areas:

- All that unsurveyed Crown foreshore being part of the bed of Okanagan lake and front on the fractional NW  $\frac{1}{4}$  of Section 31, shown on Plan B5152, Township 26, except Plan 7258; that part of the fractional SW  $\frac{1}{4}$  of Section 6, shown on Plan DD565D Township 23, except Plan B5152; that part of the fractional SW  $\frac{1}{4}$  of Section 6, shown on Plan B4301, Township 23, all Osoyoos Division Yale District containing 12.68 hectares, more or less;
- All that unsurveyed Crown foreshore being part of the bed of Okanagan lake fronting on Dedwney Road adjacent to Lots 24 and 26, Section 17, Township 23, Osoyoos Division Yale District, Plan 10626, containing .60 hectares, more or less;
- All that unsurveyed Crown foreshore being part of the bed of Okanagan lake fronting on Manhattan Drive adjacent to Lot 1, District Lot 9, Osoyoos Division Yale District, Plan 2669, containing .25 hectares, more or less;
- All that unsurveyed Crown foreshore being part of the bed of Okanagan lake fronting on Vimy Avenue, Beach Avenue, Burne Avenue and Cadder Avenue within District Lot 14, Osoyoos Division Yale District, containing .6575 hectares, more or less;
- All that unsurveyed Crown foreshore being part of the bed of Okanagan lake fronting on Parcel D (DD 155386F and Plan B7087) Plan 186 except Plan DAP79640 and Road on Plan 535, all of District Lot 14, Osoyoos Division Yale District, containing 2.0 hectares, more or less;
- All that unsurveyed Crown foreshore being part of the bed of Okanagan lake fronting on Lot 3, Districts 14, 5140, Osoyoos Division Yale District, Plan 23590, containing 2.35 hectares, more or less;
- All that unsurveyed Crown foreshore being part of the bed of Okanagan lake fronting on Lots 1-3, Plan KAP53240, Lot B, Plan 10727, Lots 12-14, Plan 2708, Lots 1 and 2 Plan 7832, Lots 2 and 3, Plan 7187 and Cedar Avenue all within District Lot 14, Osoyoos Division Yale District, containing 2.65 hectares, more or less;
- All that unsurveyed Crown foreshore being part of the bed of Okanagan lake fronting on Swordy Road and Lots 1A to 12A, Block 3, Plan 515 shown on Plan B3684, all of District Lot 134 , Osoyoos Division Yale District, containing 2.64 hectares, more or less;
- All that unsurveyed Crown foreshore being part of the bed of Okanagan lake fronting on Barrera Road and Lot A District Lots 134 and 5092, Osoyoos Division Yale District, Plan 33464, containing 1.32 hectares, more or less;

- j) All that unsurveyed Crown foreshore being part of the bed of Okanagan lake fronting on Capozzi Road, shown on Plan H18110 within District Lot 134 Osoyoos Division Yale District, containing .27 hectares, more or less;
- k) All that unsurveyed Crown foreshore being part of the bed of Okanagan lake fronting on Road shown on Plans M17482 and Kap72196, Osoyoos Division Yale District, containing .75 hectares, more or less;
- l) All that unsurveyed Crown foreshore being part of the bed of Okanagan lake fronting on Lot 1, District Lot 167, Plan 29653 and Sarsons Road, all of Osoyoos Division Yale District, containing 1.55 hectares, more or less;
- m) All that unsurveyed Crown foreshore being part of the bed of Okanagan lake fronting on Lot 1, Section 23, Township 28, Plan 2647 and Lakeshore Road, Similkameen Division Yale District, containing 7.15 hectares, more or less;

in the form attached to the Report of the Manager, Property Management, dated June 4, 2013;

AND THAT the Mayor and City Clerk be authorized to execute the License of Occupations.

Carried

**6. Bylaws for Adoption (Non-Development Related)**

**6.1. Bylaw No. 10760 - Fire & Life Safety Bylaw**

Moved By: Councillor Hobson/Seconded By: Councillor Basran

R501/13/07/15 THAT Bylaw No. 10760 be adopted.

Carried

**6.2. Bylaw No. 10761 - Amendment No. 6 to Bylaw Notice Enforcement Bylaw No. 10475**

Moved By: Councillor Singh/Seconded By: Councillor Hobson

R502/13/07/15 THAT Bylaw No. 10761 be adopted.

Carried

**7. Mayor and Councillor Items**

**7.1. Councillor Basran, re: Parking Restrictions on Bernard Avenue**

Councillor Basran:

- Inquired why there are overnight parking restrictions on Bernard Avenue as it was pointed out to him that you cannot park on Bernard Avenue between the hours of 3:00 am - 6:00 am.

Deputy City Manager:

- Will have staff report back to Council with the rationale for the parking restrictions.

**7.2. Councillor Items**

Councillor Hobson:

- Advised that the Regional District has received correspondence from the Mayor of West Kelowna advising that the District of West Kelowna is now prepared to be a part of the radio frequency identification system in the recycling trucks.

**8. Termination**

This meeting was declared terminated at 3:41 p.m.

\_\_\_\_\_  
Mayor

/slh



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

**DRAFT**

# REPORT TO COUNCIL



**Date:** June 28<sup>th</sup>, 2013

**RIM No.** 1250-30

**To:** City Manager

**From:** Land Use Management, Community Sustainability (AW)

**Application:** OCP13-0014 / Z13-0023      **Owner:** No. 21 Great Projects Ltd.  
City of Kelowna

**Address:** 1150 & 1200 Steele Road      **Applicant:** No. 21 Great Projects

**Subject:** OCP Amendment & Rezoning Applications

**Existing OCP Designation:** Multiple Unit Residential - Low Density, Single / Two Unit Residential, Major Park & Open Space, Educational / Institutional, Commercial

**Proposed OCP Designation:** Multiple Unit Residential - Low Density, Single / Two Unit Residential, Major Park & Open Space, Educational / Institutional, Commercial

**Existing Zones:** A1 - Agriculture 1, RU1 - Large Lot Housing, RU1H - Large Lot Housing Hillside, P3 - Parks & Open Space

**Proposed Zones:** A1 - Agriculture 1, RU1 - Large Lot Housing, RU1H - Large Lot Housing Hillside, P2 - Educational & Minor Institutional, P3 - Parks & Open Space

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## 1.0 Recommendation

That Official Community Plan Bylaw Amendment No. OCP13-0014 to amend Map 4.1 of the Kelowna 2030 - Official Community Plan Bylaw No. 10500 by changing the Future Land Use designation of a portion of Lot A, D.L. 579, SDYD, Plan EPP9618 Except Plans EPP9638, EPP15721, EPP18670, EPP20408 and EPP22118, located at 1150 Steele Road and Lot 1, D.L. 579, SDYD, Plan EPP20408, located at 1200 Steele Road from Multiple Unit Residential - Low Density, Single / Two Unit Residential, Major Park & Open Space, Educational / Institutional, Commercial to Multiple Unit Residential - Low Density, Single / Two Unit Residential, Major Park & Open Space, Educational / Institutional, Commercial, as shown on Map "A" attached to the Report of the Land Use Management Department dated June 28, 2013, be considered by Council;

AND THAT Council considers the applicant's June 26th Public Information Meeting to be appropriate consultation for the purpose of Section 879 of the Local Government Act, as outlined in the Report of the Land Use Management Department dated June 28, 2013;

AND THAT Rezoning Application No. Z13-0023 to amend the City of Kelowna Zoning Bylaw No. 8000 by changing the zoning classification of a portion of Lot A, D.L. 579, SDYD, Plan EPP9618 Except Plans EPP9638, EPP15721, EPP18670, EPP20408 and EPP22118, located at 1150 Steele



Road and Lot 1, D.L. 579, SDYD, Plan EPP20408, located at 1200 Steele Road from A1 - Agriculture 1, RU1 - Large Lot Housing, RU1H - Large Lot Housing Hillside, P3 - Parks & Open Space to A1 - Agriculture 1, RU1 - Large Lot Housing, RU1H - Large Lot Housing Hillside, P2 - Educational & Minor Institutional, P3 - Parks & Open Space as shown on Map "B" attached to the report of the Land Use Management Department, dated June 28, 2013, be considered by Council;

AND THAT the Official Community Plan Bylaw Amendment and 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;

AND THAT final adoption of the Zone Amending Bylaw be considered subsequent to the dedication of the public walkway connection the City as a titled lot;

AND FURTHER THAT final adoption of the Zone Amending Bylaw be considered subsequent to the submission of a plan of subdivision to consolidate the properties.

## **2.0 Purpose**

To amend the Official Community Plan Future Land Use Designation and to rezone the subject properties to accommodate the eventual construction of a new middle school and to rezone a park property recently dedicated to the City.

## **3.0 Land Use Management**

Staff is supportive of the OCP amendment and rezoning applications that have been submitted to accommodate the eventual construction of a new middle school. A portion of the subject property was designated Educational / Institutional when the Neighbourhood 3 Area Structure Plan was created in recognition that the area would eventually be home to a school. Including a school in a Village Centre meets multiple planning objectives and proving out a site plan in advance confirms the feasibility of the site's functionality. The School District has recently indicated they will be moving forward with the purchase of the property and have now determined the size and dimensions required to accommodate the school. The OCP lines are being adjusted and the property will be rezoned in order to make way for this project in the Ponds Neighbourhood. As part of this application a linear park parcel that has been designated to the City will also be rezoned to P3 - Parks & Open Space as supported in the Official Community Plan. A Natural Environment DP will be processed by Staff as part of the application process.

## **4.0 Proposal**

### **4.1 Project Description**

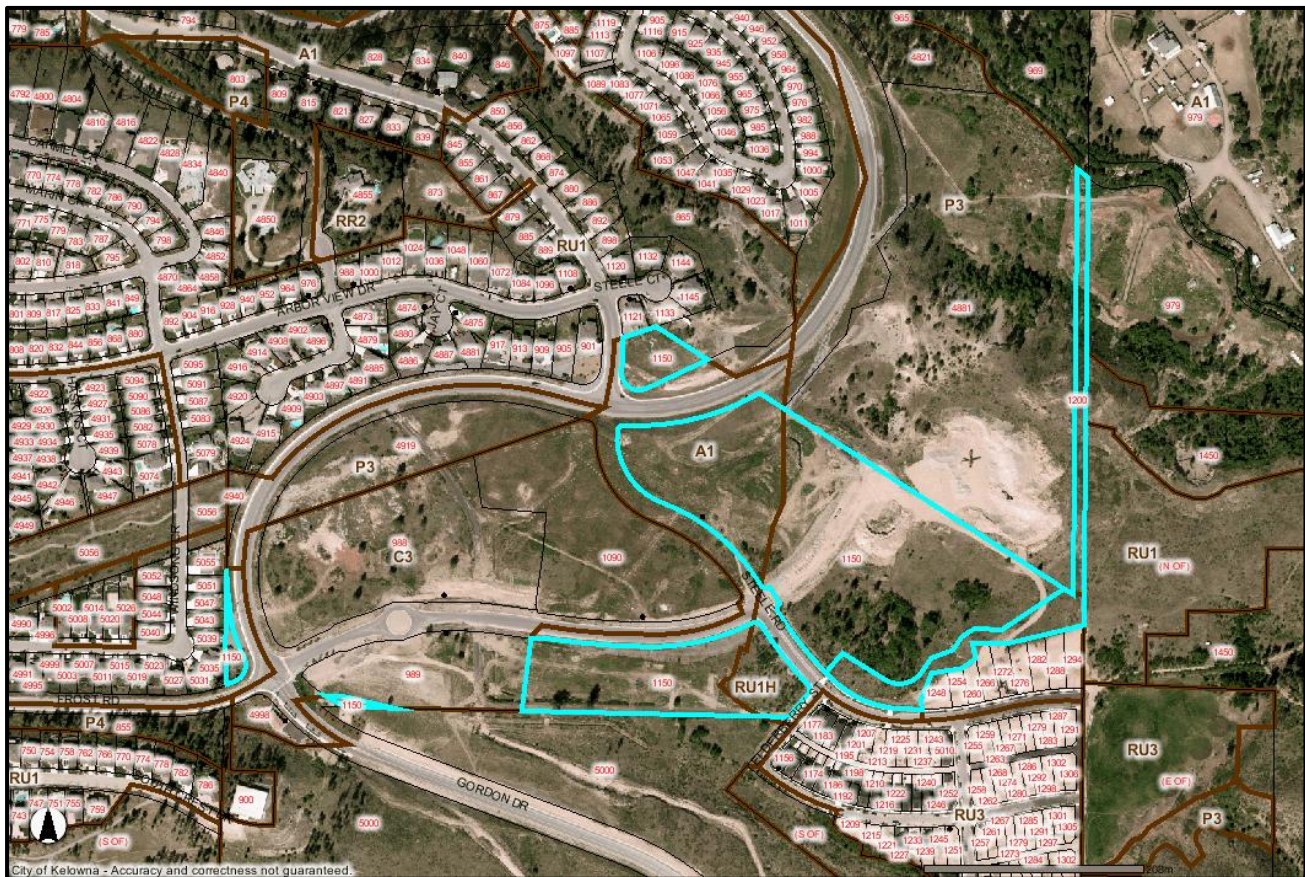
One of the conditions of the School District's agreement is that the property be successfully zoned P2 - Educational & Minor Institutional prior to purchasing the property. The school district recently decided to proceed with the purchase of this property given the existing enrolment pressures in the area and the impending development of the surrounding area. The subject property is undersized compared to Ministry of Education area standards and would only accommodate the construction of one sports field. However, a Letter of Understanding has been entered into with the City of Kelowna for the shared use of the future adjacent City sports fields. Although the scope of the middle school will be more clearly defined as it moves through the capital planning and School District approval process, some preliminary work has been done. The

details of this work can be found in the School District’s Letter of Rationale attached to this report.

As part of the development of the Ponds Neighbourhood a public trail adjacent to the future school site has recently been dedicated to the City. This trail corridor is appropriately designated in the Official Community Plan but it needs to be rezoned to the P3 - Parks & Open Space zone. A subdivision application and Natural Environment Development Permit will be completed as part of the proposal.

#### 4.2 Site Context

##### Subject Property Map:



The subject property is located in the North End area of town in a predominantly single family neighbourhood. Adjacent land uses are as follows:

Orientation	Zoning	Land Use
North	P3 - Parks & Open Space	Future Park
East	P3 - Parks & Open Space	Trail Corridor
South	P3 - Parks & Open Space	Trail Corridor
West	RU1H - Large Lot Housing	Future Residential

## 5.0 Current Development Policies

### 5.1 Kelowna Official Community Plan (OCP)

Staff recommends that the applicants June 26<sup>th</sup>, 2013 Public Information Meeting and the documented Neighbourhood Consultation process be considered appropriate consultation for the purpose of Section 879 of the *Local Government Act*, and that the process is sufficiently early and does not need to be further ongoing in this case. Furthermore, additional consultation with the Regional District of Central Okanagan is not required in this case.

Staff have reviewed this application, and it may move forward without affecting either the City's Financial Plan or Waste Management Plan.

### 5.2 Current Development Policies - Kelowna Official Community Plan 2030 (OCP)

#### 5.2.1 Development Process (Chapter 5)

**Ensure opportunities are available for greater use of active transportation and transit to: improve community health; reduce greenhouse gas emissions; and increase resilience in the face of higher energy prices (Objective 5.10)**

**Maximize Pedestrian / Cycling Connectivity.** Require that pedestrian and cyclist movement and infrastructure be addressed in the review and approval of all City and private sector developments, including provision of sidewalks and trails and recognition of frequently used connections and informal pedestrian routes.

**Transit Infrastructure.** Require that transit service needs to be integrated into community designs and development proposals to optimize access to transit service and incorporate essential infrastructure on transit routes identified.

#### ***Institutional Land Use Policies***

**Ensure the development of institutional facilities meets the needs of residents. (Objective 5.32)**

***Planning for School Sites (Policy 1).*** Ensure the identification of school sites in appropriate locations during the planning of new neighbourhoods or intensification of existing neighbourhoods, based on the size and composition of the projected school age population. Encourage joint use of and stronger relationships between school facility and community recreation facilities.

***Location of Schools (Policy 5).*** Plan residential and other development such that schools (public and private) can be viably operated in central and easily accessible areas such as the City Centre, Town Centres, Highway Centre or Village Centres. Encourage retention of schools, and location of new schools, in central and easily accessible areas. Locations within the Urban Centres should be promoted wherever possible.

***Access to Schools (Policy 6).*** Ensure schools are located where sidewalks, crosswalks and cycle routes and trails already exist or can be economically added to provide safe routes to and from schools, including adherence to CPTED principles, as well as the City's Guidelines for Accessibility in Outdoor Areas.

*Community Use of Schools (Policy .7)*. Encourage that schools be designed so as to facilitate, during non-school hours, use for before/after school programs, recreation programs, youth/family activities, adult education or other community uses.

## 6.0 Technical Comments

### 6.1 Building & Permitting Department

- Demolition permits are required for any existing building(s).
- Development Cost Charges (DCC's) are required to be paid prior to issuance of any Building Permit(s) for new construction.
- This is an area with a potentially high ground water table, a geotechnical engineer will be required to establish a safe building elevation and safe bearing capacities.
- Full Plan check for Building Code related issues will be done at time of Building Permit applications.

### 6.2 Development Engineering Department

See Attached.

### 6.3 Fire Department

Fire department access, fire flows, and hydrants as per the BC Building Code and City of Kelowna Subdivision Bylaw #7900. The Subdivision Bylaw #7900 requires a minimum of 150ltr/sec fire flows. Additional comments will be required at the building permit application.

### 6.4 Infrastructure Planning - Parks & Public Spaces

Multi-use trail connection to community park site west of school should be titled lot that is transferred to the City and zoned P3, not P2 as indicated in application.

### 6.5 Public Health Inspector

Interior Health supports this zoning amendment as it adds to Healthy Built Environment in the following ways:

- Contributes to existing recreational infrastructure
- Supports a developing higher density neighbourhood

## 7.0 Application Chronology

Date of Application Received: June 3<sup>rd</sup>, 2013  
Public Information Meeting: June 26<sup>th</sup>, 2013

Report prepared by:

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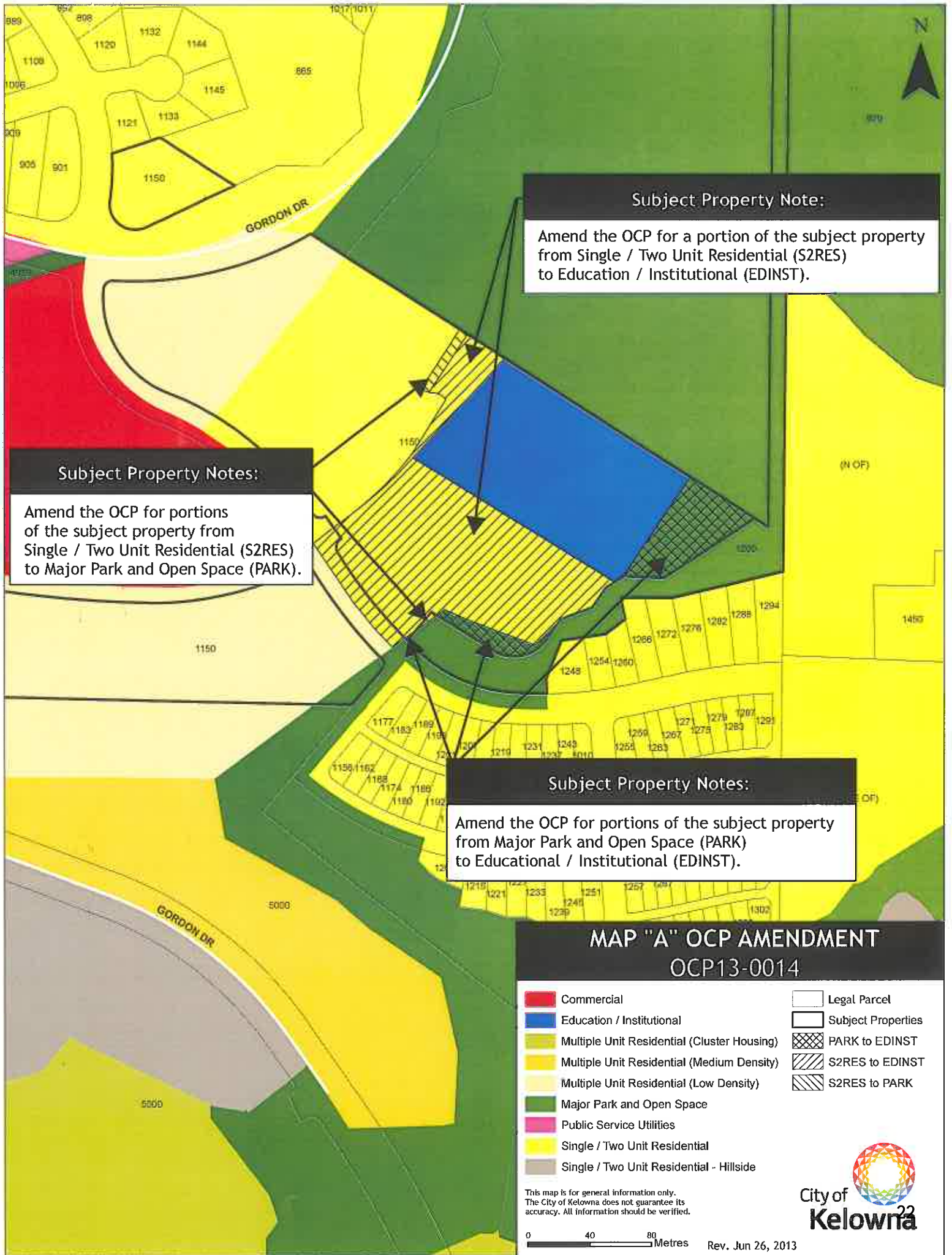
Alec Warrender, Land Use Planner

Reviewed by:  Danielle Noble, Manager, Urban Land Use

Approved Inclusion:  D. Gilchrist, Community Planning & Real Estate Divisional Director

**Attachments:**

- Map A
- Map B
- Subject Property Map
- Site Photos
- Lot Layout
- School District's Letter of Rationale
- Development Engineering Requirements
- Public Consultation Summary



**Subject Property Note:**

Amend the OCP for a portion of the subject property from Single / Two Unit Residential (S2RES) to Education / Institutional (EDINST).




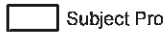



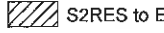

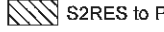




**Subject Property Notes:**

Amend the OCP for portions of the subject property from Single / Two Unit Residential (S2RES) to Major Park and Open Space (PARK).

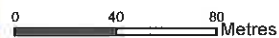
**Subject Property Notes:**

Amend the OCP for portions of the subject property from Major Park and Open Space (PARK) to Educational / Institutional (EDINST).

**MAP "A" OCP AMENDMENT  
OCP13-0014**

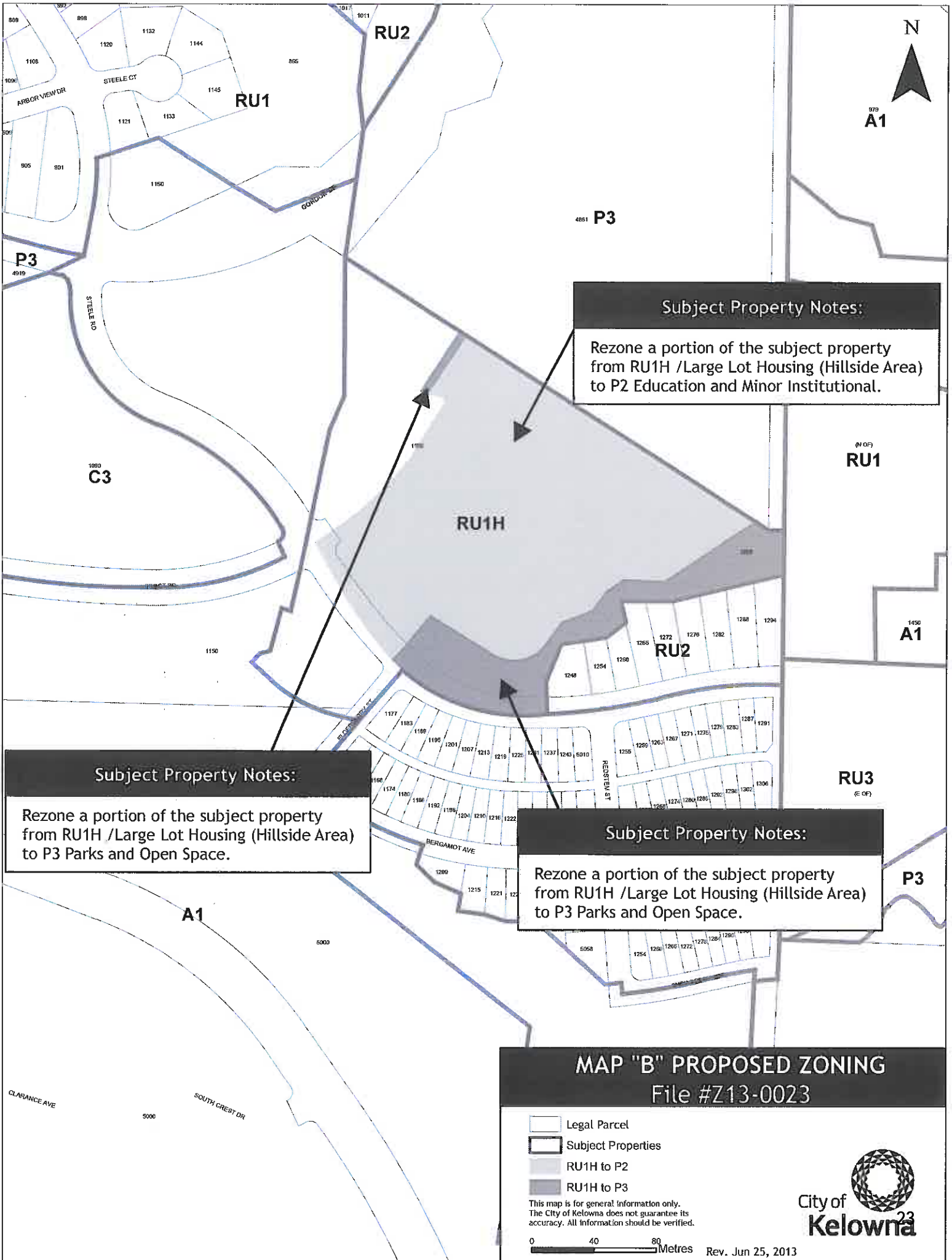
- |                                                                                     |                                             |                                                                                       |                    |
|-------------------------------------------------------------------------------------|---------------------------------------------|---------------------------------------------------------------------------------------|--------------------|
|  | Commercial                                  |  | Legal Parcel       |
|  | Education / Institutional                   |  | Subject Properties |
|  | Multiple Unit Residential (Cluster Housing) |  | PARK to EDINST     |
|  | Multiple Unit Residential (Medium Density)  |  | S2RES to EDINST    |
|  | Multiple Unit Residential (Low Density)     |  | S2RES to PARK      |
|  | Major Park and Open Space                   |                                                                                       |                    |
|  | Public Service Utilities                    |                                                                                       |                    |
|  | Single / Two Unit Residential               |                                                                                       |                    |
|  | Single / Two Unit Residential - Hillside    |                                                                                       |                    |

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



Rev. Jun 26, 2013





**Subject Property Notes:**

Rezone a portion of the subject property from RU1H /Large Lot Housing (Hillside Area) to P2 Education and Minor Institutional.

**Subject Property Notes:**

Rezone a portion of the subject property from RU1H /Large Lot Housing (Hillside Area) to P3 Parks and Open Space.

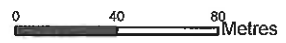
**Subject Property Notes:**

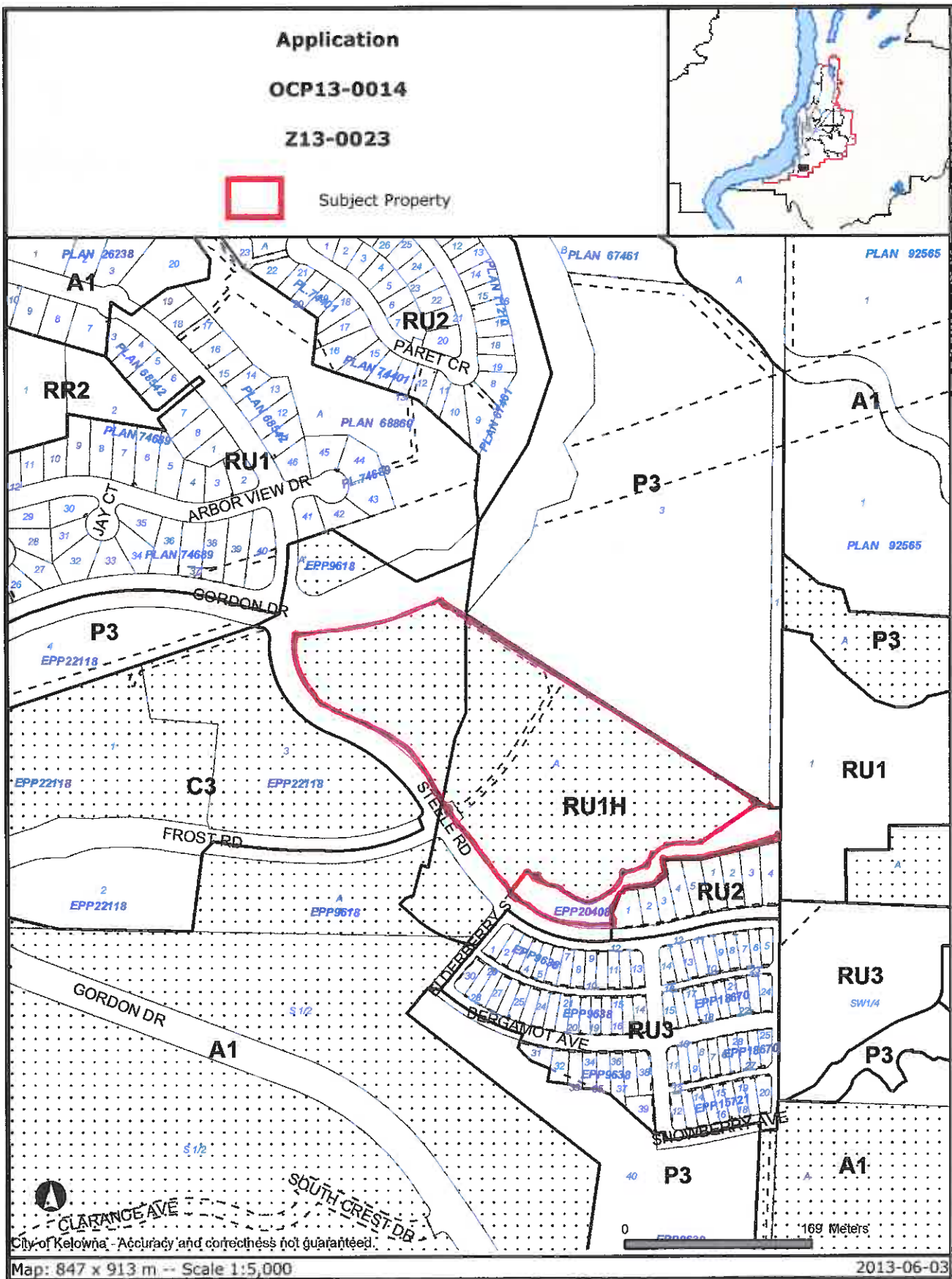
Rezone a portion of the subject property from RU1H /Large Lot Housing (Hillside Area) to P3 Parks and Open Space.

**MAP "B" PROPOSED ZONING**  
File #Z13-0023

- Legal Parcel
- Subject Properties
- RU1H to P2
- RU1H to P3

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





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.



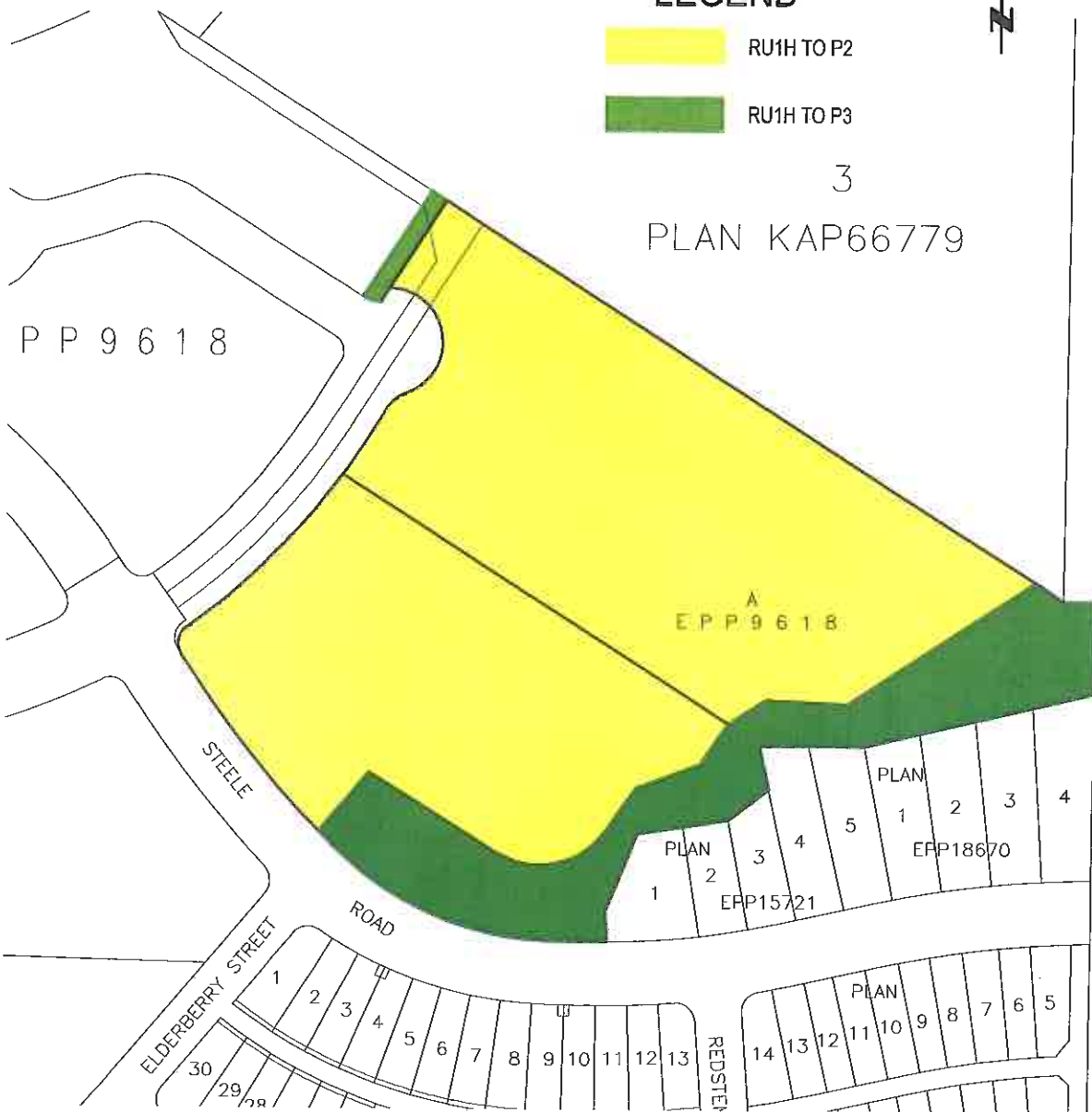
# LEGEND

- RU1H TO P2
- RU1H TO P3



3

PLAN KAP66779



SCALE 1:2000  
 DATE JUNE 12, 2013  
 APPROVED  
 DESIGN BY CWH  
 DRAWN BY ATC  
 CHECKED BY

# FOCUS

ENGINEERING • PLANNING • GEOMATICS  
 702-1708 DOLPHIN AVE. KELOWNA B.C. V1Y 9S4  
 PHONE (250) 980-5500 FAX (250) 980-5511

NEIGHBOURHOOD 3 - THE PONDS DEVELOPMENT  
**REZONING APPLICATION - PROPOSED CHANGES**



3  
PLAN KAP66779

PP 9618

A  
EPP 9618

PLAN 1 2 3 4  
EPP15721




PLAN 1 2 3 4  
EPP18670

ELDERBERRY STREET

ROAD

REDSTER

### LEGEND

-  PARK TO EDUCATIONAL / INSTITUTIONAL
-  SINGLE / TWO UNIT RESIDENTIAL-HILLSIDE TO PARK
-  SINGLE / TWO UNIT RESIDENTIAL-HILLSIDE TO EDUCATIONAL / INSTITUTIONAL

SCALE 1:2000  
DATE MAY 24, 2013  
APPROVED  
DESIGN BY CWH  
DRAWN BY ATC  
CHECKED BY

# FOCUS

ENGINEERING • PLANNING • GEOMATICS  
702-1708 DOLPHIN AVE. KELOWNA B.C. V1Y 9S4  
PHONE (250) 980-5500 FAX (250) 980-5511

NEIGHBOURHOOD 3 - THE PONDS DEVELOPMENT  
**PROPOSED OCP FUTURE LAND USE AMENDMENT**



School Site



Site Photos

<b>LEGEND</b>	
WATER	---
SEWER	---
TELEPHONE	---
POWER POLE	●
OPEN SPACE	□
IMPAVED	□
TREES	○
OTHER	○

<b>NAD 83</b>	
NAD 83 UTM ZONE 18N, EASTING: 562,000, NORTHING: 5,600,000	

NO.	DATE	REVISION
	97	

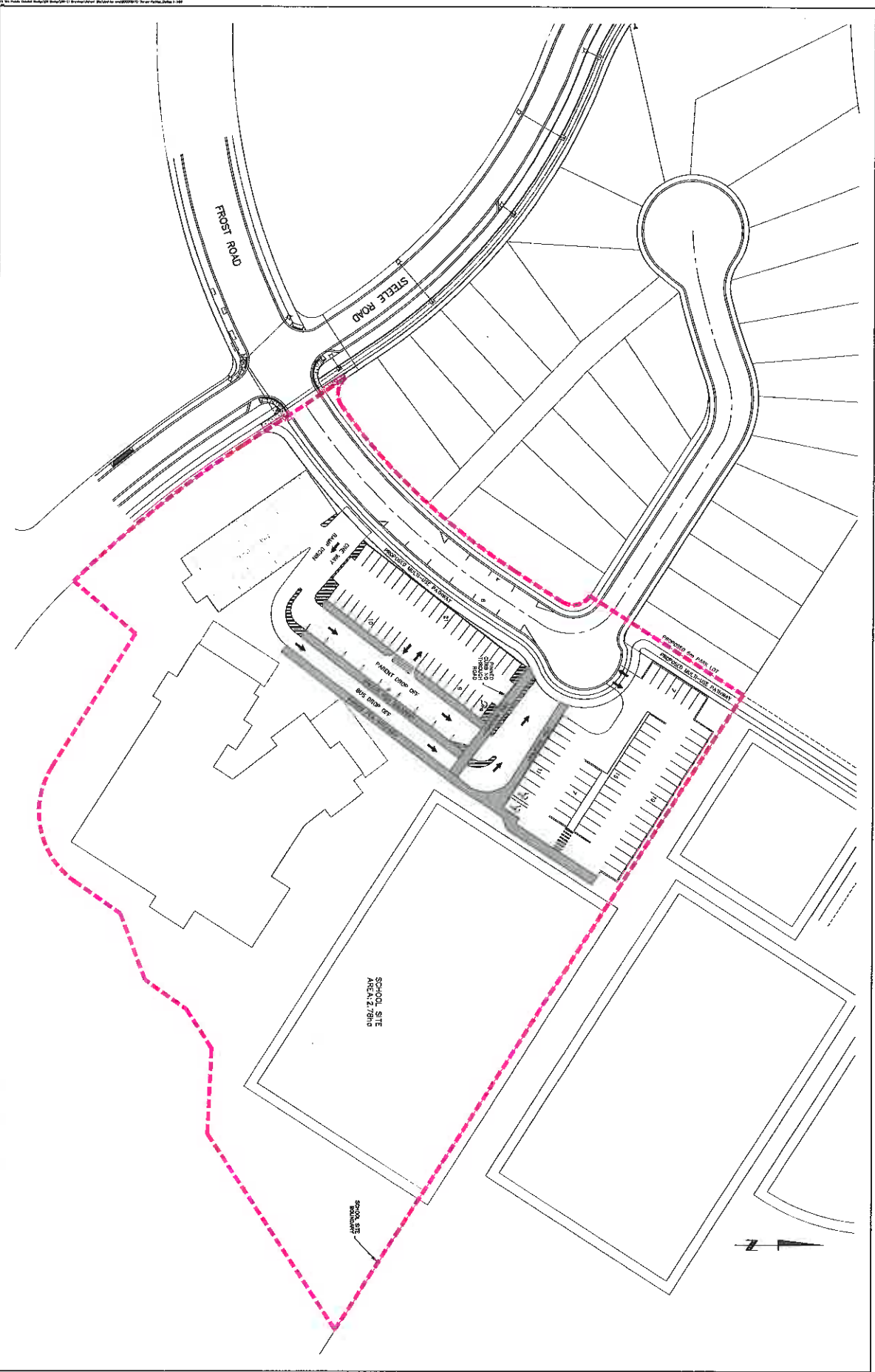
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SCALE: 1" = 20'	
DATE: MAY 2003	
SOLE NOT ACCURATE OVER LONG DISTANCES	

<b>THE CITY OF KELOWNA</b>	
INDUSTRIAL DEPARTMENT	
<b>THE PONDS SCHOOL SITE SUBDIVISION</b>	

PROJECT	1
REVISION	0





**SCHOOL DISTRICT No. 23**

**(Central Okanagan)**

**1940 Underhill St, Kelowna, B.C. V1X 5X7**

**Tel.(250) 860-8888**

May 21, 2013

Shelley Gambacort  
Director Land Use Management  
City of Kelowna  
1435 Water Street  
Kelowna, BC V1Y 1J4

**SUBJECT: PROJECT RATIONALE, IN SUPPORT OF RE-ZONING APPLICATION AND OCP AMENDMENT, FOR THE PROPOSED SCHOOL SITE IN THE PONDS NEIGHBOURHOOD**

Dear Ms Gambacort,

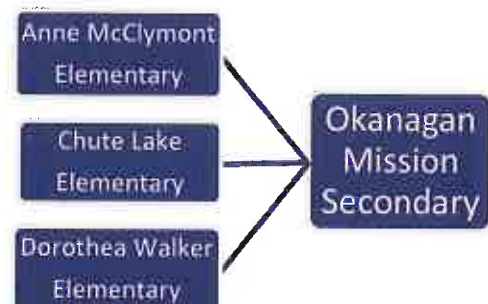
The re-zoning and OCP amendment application submitted by No. 21 Great Project Ltd. is to accommodate the eventual construction of a new middle school on the subject property. The Board of Education of School District No. 23 (Central Okanagan) has a conditional agreement to purchase the subject property with one of the conditions being the successful rezoning of the property to P2.

To assist the City of Kelowna staff and council in their consideration of the above mentioned application, the school district has prepared the this letter of rationale outlining the requirement for a middle school in this area, preliminary project details and estimated timelines.

NEW MIDDLE SCHOOL PROJECT JUSTIFICATION

**Long-Range Planning Context**

The Central Okanagan School District has five families of schools revolving around the five high schools and their feeders. The Okanagan Mission family is composed of three K-7 elementary schools and one 8-12 secondary school serving a community population of around



12,000. This family is one of two areas, Lake Country being the other, which does not have a middle school.

In November 2012 the Board of Education approved a Long-Term Facility Plan that is designed to guide decision-making for the next decade and beyond. The plan also provides a context for discussions with the Ministry of Education regarding capital requests and provides a consistent organized approach to establishing capital priorities.

The Long-Term Facility Plan makes a number of district wide recommendations as well as family specific recommendations. One of the district wide recommendations is to move towards a junior middle school model which would mean elementary schools would be K-5, middle schools 6-8 and secondary schools 9-12. Research and trends elsewhere indicate that this is a positive move for the education of youth as they start gaining exposure to specialized and elective programs at an earlier age.

A family specific recommendation for the Okanagan Mission area is to acquire a suitable middle school site and construct a Grade 6-8 middle school. This will facilitate the implementation of the junior middle school model around the district as well as relieve enrolment pressures on the three area elementary schools (by removing grades 6 and 7).

#### **Okanagan Mission Area Enrolments**

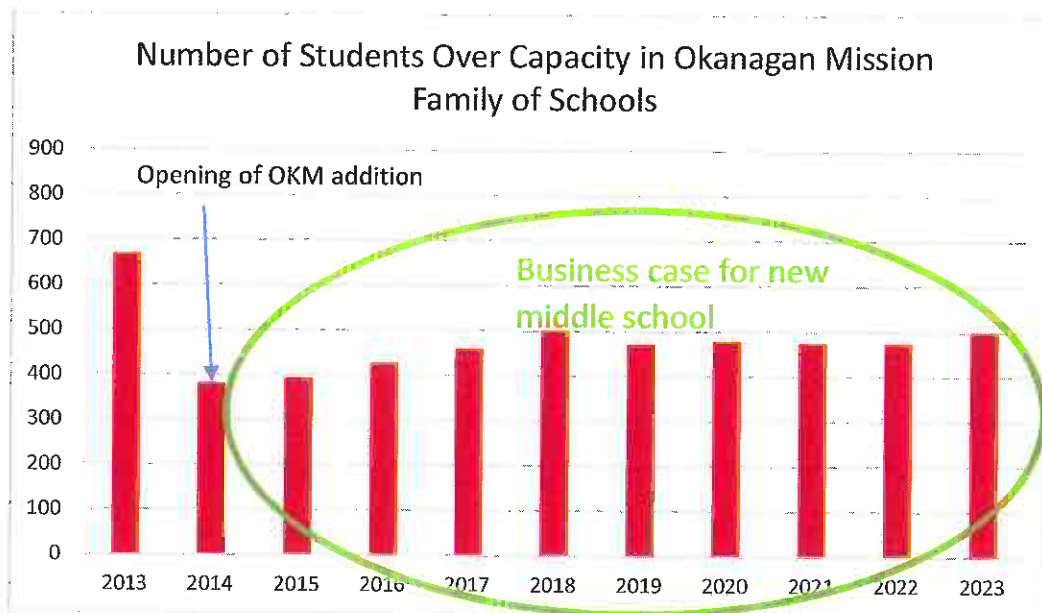
The Okanagan Mission family of schools have both immediate and projected enrolment pressures that need to be addressed.

Okanagan Mission Secondary's (OKM) enrollment pressures to date have been accommodated with the use of an eight classroom portable annex located onsite. OKM is in the process of receiving a 300 student addition that will add classroom space as well as an improved gym and theatre facility. This extension also includes a Neighborhood Learning Centre component to be jointly used and operated with the City of Kelowna.

Chute Lake Elementary is currently over capacity and enrolment for the 2013/14 school year will be capped for the second year in a row. The School District has projected that for September 2013 approximately 50 students will be sent to Anne McClymont who registered at Chute Lake as their school of first choice. The Chute Lake catchment area has the highest proportion of children aged 0-4 (8%) in the entire district so the spike in enrolments is expected to continue. The combine enrolment of Chute Lake, Anne McClymont and Dorothea Walker already exceed Ministry of Education defined capacities and the 2013/14 school year is likely the last year the K-7 population can be accommodated in the three area elementary schools without the addition of further temporary structures.

Subject to Board of Education approval, as an interim solution, staff propose that in September 2014 the Grade 7's move into the OKM annex (that will be available when the addition is complete) where an interim Grade 7-8 middle school program would be established. The more permanent solution to these capacity issues is to construct a 6-8 middle school as outlined in the Long-Term Facility Plan and as justified by the capacity chart in Fig 1.

**Fig 1 – Enrolment justification for new middle school**



#### SCOPE OF PROPOSED MIDDLE SCHOOL

A school site within The Ponds neighbourhood was identified during the Area Structure Plan process for this neighbourhood. The subject property is designated in the City of Kelowna OCP for educational purposes (although the lots lines are different necessitating the OCP amendment).

The school district recently decided to progress with the purchase of this property given the existing enrolment pressures in the area, the impending development of the surrounding area and the lack of suitable non-ALR land in the Mission area for an alternative middle school site. The Ponds offers a location within a mixed use development and in relatively close proximity to the Kettle Valley area which accounts for a significant amount of the area's enrolment and future growth. The future extension of South Perimeter infrastructure will significantly enhance accessibility to the school site from the Crawford area.

The subject property is undersized compared to Ministry of Education area standards and would allow in its own right for the construction of only one sport field. However, to the north of the subject property is a piece of park land owned by the City of Kelowna and discussions between School District No. 23 staff and City of Kelowna staff have resulted in the creation of a Letter of Understanding which outlines the draft terms for the shared use and development of multiple sports fields between the two sites. A copy of this letter preliminary agreement is attached. The formation of a partnership agreement with the City of Kelowna on use of the adjacent park lands is critical to the feasibility of this project.

Further partnership opportunities with the city may also be available through the Neighbourhoods of Learning program where the Ministry of Education will provide 15% additional capital to fund a “community” portion of the school. The preliminary building layout in figure 2 assumes the 15% additional community component.

Between both partnerships opportunities listed above, a potential middle school within The Ponds neighbourhood would likely be an asset to this community in many ways.

### **Preliminary Site Development Plans**

Although the scope of the middle school will be more clearly defined as it moves through capital planning and approval processes, the district has done some preliminary design work to ensure the site is viable and to provide the City of Kelowna with the information required to inform council's consideration of this decision given there is no concurrent Development Permit process.

Figure 2 shows a preliminary site layout for a middle school on the subject property. The design assumes the following:

- Estimated number of students: 600 (room for 150 student expansion)
- Estimated number of classrooms: 24
- Estimated number of levels: 2
- Estimated gross floor area: 6319sm (includes 15% additional space for Neighbourhood Learning Centre)
- Estimated main floor area: 3906sm
- Estimated: Upper floor area: 2408sm
- Proposed catchment: Elementary feeder school would likely be Chute Lake Elementary, Dorthea Walker Elementary and Anne McClymont Elementary
- Number of sports fields: One onsite and one on City of Kelowna property

Figures 3 and 4 show some preliminary renderings for the proposed school.



Figure 2 – Preliminary Site Layout

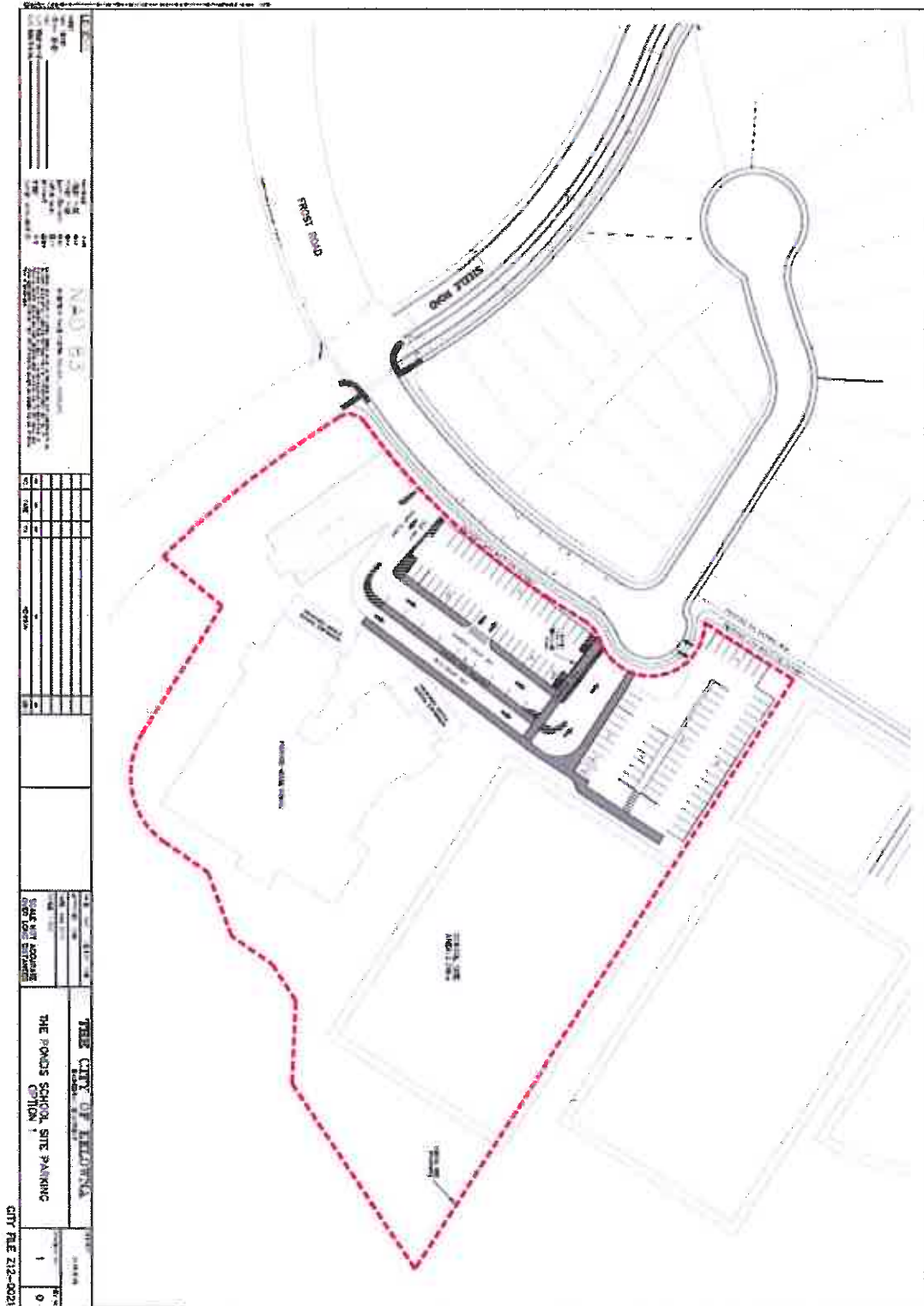


Figure 3 – West Elevation – Main Entrance Zoom



Figure 4 – West Elevation – Main Entrance



## Capital Approval Process and Timeline

The construction of an Okanagan Mission middle school is in the district's 5-Year Capital Plan. The school district has Ministry of Education approval to purchase the property but does not yet have approval to build the middle school. Prior to being considered for ministry capital funding the district must complete a Project Identification Report which is designed to confirm the project requirement, assess the relative cost and merits of potential options, include a financial plan, identify partnership opportunity and make a recommendation. The PIR for this project is slated for completion by the end of 2013.

Upon receipt of all capital plan submissions in the province, the ministry analyses individual project requests and the supporting Project Identification Reports, allowing the request to be assigned a priority ranking on a provincial basis. The time line for receiving confirmation of capital funding from the ministry is unknown. It's likely that a junior middle school within the Okanagan Mission area would not be opening for 5+ years.

Should city staff or council have any addition questions of the Central Okanagan School District regarding our support of this application and/or our future plans for the site please contact our Planning Manager, Emily Watson ([Emily.watson@sd23.bc.ca](mailto:Emily.watson@sd23.bc.ca)).

Kind Regards,



Larry Paul

Secretary Treasurer

School District No.23

To: City of Kelowna Land Use Management  
c/o Mr. Alec Warrender  
Land Use Planner, RPP, MCIP  
1435 Water Street,  
Kelowna, BC,  
V1Y 1J4

**Re: Public Notification and Consultation Summary  
Proposed Re-Zoning for the School Site and The Ponds (Z13-0023)**

As requested by Land Use Management and as required by Council Policy 367, The Applicant (The Ponds) was required to undertake Public Notification and Consultation related to Rezoning application Z13-0023. Specific to this application, the undertaking of both a “Neighbour Consultation” and a “Public Information Session” was required to meet the intent and criteria outlined in the Policy and Bylaw No. 10540. The following is a summary of the process and results of the consultation required:

### **A) The Neighbour Consultation**

The neighbour consultation included personal sharing of information regarding:

- the location of the proposal,
- a detailed description of the proposal including the specific changes being proposed,
- a visual rendering and a site plan of the proposal was provided,
- contact information for additional information if required (the Ponds and Land Use Management contacts were provided),
- a personal and written invitation to the Public Information Session was provided,
- alternate methods of feedback were discussed (phone calls, emails and comment sheets available at the Public Information Session)

*\*(see attachment – “Neighbourhood Consultation with Residents” which was additionally provided to neighbours at the time of meeting with them)*

### **Neighbour Consultation Process:**

- Date of Completion: June 17, 2013
- Three attempts, (morning, afternoon, and evening) were made by The Ponds staff to meet and discuss the rezoning directly with property owners within 50 m of the subject property.
- Face – to – face conversations took place with owners located at house # 1177, 1183, 1189, 1195, 1207, 1213, 1225, 1231, 1237, 1243, 1248, 1249, 1254 Steele Rd and 5012 Redstem Rd.
- Property owners at 1201 and 1219 Steele Rd were absent during those times. A detailed package was left for them with an invitation to contact The Ponds to answer any questions, request further information, and provide feedback on the proposed rezoning plan.
- Absentee property owners ( 1260, 1266, 1272, 1276, 1282, 1288, and 1294 Steele Rd) were emailed the same detailed package with an offer to answer questions.

*\*(see attachment- "School Planning Information")*

### **Neighbour Consultation Feedback**

- The consensus was all very positive regarding the location and specifics of the school rezoning.
- No negative comments regarding the proposed rezoning were received.
- Six of the neighbours expressed concern regarding the dead trees located in the park area north of the school (hazardous situation for school children and the general public).
- No additional feedback or comments were received by telephone or email.

### **B) The Public Information Session:**

The Public Information Session was held on June 26, 2013 from 4:00 pm to 7:00 pm at the Kinsmen Fieldhouse, Mission Sports Fields, Lexington and Gordon Rd, Kelowna, BC. pursuant to the objective set out in the Council Policy.

The timing was selected to provide flexible and alternate times for public attendance, whether they work or not (late afternoon, on the way home from work or after dinner). Representing The Ponds were Ms. C. Lloyd and Mr. D. Lange. Mr. A. Cumbers attended on behalf of School District # 23.

**Notification of the Public Information Session:**

The Public Information session was advertised through the Capital News and the Daily Courier on June 11 and 12 respectively. \*(see attachment – “Newspaper Ads”)

A hand delivered mail out was also provided to an additional fifty local residents felt to be most directly impacted by the rezoning on June 7, 2013. Residents met during the Neighbour Consultation process were also given a personal and hard copy invitation to attend the Information Session where the School District would be represented and available for questioning.

\*(see attachment – Hand delivered Mail out)

**Relevant Information Provided:**

The Public Information Session included display boards providing information about:

- The Rationale for the rezoning from the School District perspective
- The general area and site specific context
- A description of the Rezoning and OCP Amendment proposals
- A preliminary site plan and 2 renderings of a preliminary building concept
- Contact information for representatives from The Ponds and the Planner from Land Use Management

\*(see attachments – “Presentation – Display Board Information” and , “Preliminary Site Plan”).

Also made available for public review were:

- The City’s Neighbourhood 3 Area Structure Plan (providing a more detailed Planning Context)
- The Environmental Assessment and Habitat Compensation Report for the site (Golder and Associates)
- The Geotechnical Feasibility Study (Calibre Geotechnical)
- The School District No. 23 Brief outlining the planning context from the School District’s perspective

Feedback forms was available and attendees were invited to provide input on the forms during the session or by telephone/email after the session .

### Summary of Attendance:

A sign-in sheet was used to track public attendance. Residents that attended the Session were:

Time	Name	Address
4-5:00pm	Vivian Ferdinands	2348 Dewdney Rd Kelowna
5-6:00 pm	Jennifer Clarke Ed Grifone	5217 Benmore Crt Kelowna 2575 Maquinna Rd, Kelowna
6-7:00 pm	Gary Gaspari Mary and Ray Morton Jenny Hildebrand	609 Peridot Place Kelowna 1207 Steele Rd. Kelowna 204-735A Cook Rd. Kelowna

### Input and Feedback

The input received from the session was all verbal. In spite of invitations, no feedback sheets were completed or telephone call/emails received. Comments documented were very positive:

- liked the Middle School concept in the area
- felt the location was central
- liked that the school was close to but not directly on a main road
- liked the trail system to encourage walking & biking to school
- "keep up the good work"
- there was more general curiosity about the timing of the new school than anything else.

The Neighbour Consultation and Public Information Sessions were organized and conducted in a highly professional manner in accordance with the Council Policy No 367 – Public Notification & Consultation for Development Applications. If you have any questions or require additional information / clarification, please do not hesitate to contact me directly.

Dave Lange,



[dave@theponds.ca](mailto:dave@theponds.ca)

**Office:** (250) 764-8700

**Cell:** (250) 863-7887

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

---

**Date:** June 28, 2013  
**File No.:** Z13-0023  
**To:** Land Use Management Department (AW)  
**From:** Development Engineering Manager (SM)  
**Subject:** 1150 1200 Steele Road                      Lot A Plan EPP9618                      School Site

---

The Development Engineering Branch comments and requirements regarding this application to rezone from RU1H to P2 and P3 are as follows:

The Development Engineering Technologist for this project is John Filipenko. ASCT

**.1) General**

- a) The postal authorities must be contacted to determine whether or not a "community mailbox" will be utilized, and if so, its location should be determined and the proposed location shown on the construction plans. Please contact the Canadian Post Corporation, Delivery Services, P.O. Box 2110, Vancouver, B.C. V6B 4Z3 (604) 662-1381 in this regard.
- b) Provide easements as may be required.

**.2) Geotechnical Report**

- a) Provide a comprehensive geotechnical report (3 copies), prepared by a Professional Engineer competent in the field of hydro-geotechnical engineering to address the items below: **NOTE: The City is relying on the Geotechnical Engineer's report to prevent any damage to property and/or injury to persons from occurring as a result of problems with soil slippage or soil instability related to this proposed subdivision.**

The Geotechnical reports must be submitted to the Planning and Development Services Department (Planning & Development Officer) for distribution to the Works & Utilities Department and Inspection Services Division prior to submission of Engineering drawings or application for subdivision approval.

- (i) Area ground water characteristics, including any springs and overland surface drainage courses traversing the property. Identify any monitoring required.
- (ii) Site suitability for development.
- (iii) Site soil characteristics (i.e. fill areas, sulphate content, unsuitable soils such as organic material, etc.).



- (iv) Any special requirements for construction of roads, utilities and building structures.
- (v) Suitability of on-site disposal of storm water and sanitary waste, including effects upon adjoining lands.
- (vi) Slope stability, rock fall hazard and slippage including the effects of drainage and septic tank effluent on the site.
- (vii) Identify slopes greater than 30%.
  - ii) Top of bank assessment and location including recommendations for property line locations, septic field locations, building setbacks, and ground water disposal locations.
  - iii) Recommendations for items that should be included in a Restrictive Covenant.
  - iv) Any special requirements that the proposed subdivision should undertake so that it will not impact the bank(s). The report must consider erosion and structural requirements.
  - v) Any items required in other sections of this document.
  - vi) Recommendations for erosion and sedimentation controls for water and wind.
  - vii) Recommendations for roof drains and perimeter drains.

### **.3) Water**

- (a) The property is located within the City of Kelowna service area.
- (b) Provide an adequately sized domestic water and fire protection system complete with individual lot connections. The water system must be capable of supplying domestic and fire flow demands of the project in accordance with the Subdivision, Development & Servicing Bylaw.
- (c) The developer's consulting engineer will determine the domestic and fire protection requirements of this proposed P2 zone and establish hydrant requirements and service needs.
- (d) Landscaped boulevards, complete with underground irrigation systems, must be integrated with the on-site irrigation system.

### **.4) Sanitary Sewer**

- a) The property is located within the City of Kelowna service area.
- b) Provide an adequately sized sanitary sewer system complete with individual lot connections in accordance with the Subdivision, Development & Servicing Bylaw.
- c) The developer's consulting engineer will determine the requirements of the proposed zone and establish the service needs.

**.5) Drainage**

- a) Provide an adequately sized drainage system complete with individual lot connections. The Subdivision, Development and Servicing Bylaw requires that each lot be provided with an individual connection; however, the City Engineer may permit use of individual ground water disposal systems, where soils are suitable. For on-site disposal of drainage water, a hydrogeotechnical report will be required complete with a design for the disposal method (i.e. trench drain / rock pit). The Lot Grading Plan must show the design and location of these systems for each lot.
- b) Provide the following drawings:
  - i) A detailed Lot Grading Plan (indicate on the Lot Grading Plan any slopes that are steeper than 30% and areas that have greater than 1.0 m of fill);
  - ii) A detailed Stormwater Management Plan for this development; and,
  - iii) An Erosion and Sediment Control Plan.
- c) Show details of dedications, rights-of-way, setbacks and non-disturbance areas on the lot Grading Plan.
- d) Identify clearly on a contour map, or lot grading plan, the top of bank(s). Provide cross sections along the top of the bank at each property corner and at locations where there are significant changes in slope. Cross sections are to be perpendicular to the contour of the slope. Show the proposed property lines on the cross sections. Not all areas have a clear top of bank; and therefore, field reconnaissance by City staff and the applicant may be needed to verify a suitable location for property lines.
- e) Where ditches are provided they must be adequately lined and protected for the design flows.

**.6) Roads**

- a) Steele Road frontage is fully urbanized and therefore no further upgrades are anticipated at this time.
- b) Frost Road extension: Dedicate 20.0m and construct a 11.2m road to a modified standard including, barrier curb and gutters, 3.3m separate multi-use asphalt pathway with a 2.2m landscaped boulevard adjacent to the school site, a separate 1.8m concrete sidewalk with 1.35m landscape boulevard on the west side of the roadway, a piped storm drainage system complete with underground irrigation system, and street lights. Provide a preliminary design that shows the possible vertical grades of Frost Road up to the location of the future cul-de-sac.
- c) Provide a 3.3m wide multi-use asphalt pathway connection to the community park site to the north of the school site. The pathway shall be within a titled lot that is transferred to the City and zoned P3
- d) The TIA prepared by Focus Corporation identified the need to upgrade the intersection control at Gordon Dr / Steele Rd. to a higher standard. The signalization of the intersection will be a requirement of rezoning.

- e) Gordon Dr and Frost Rd will be monitored to see if a higher form of pedestrian control is needed. This too shall be a part of the proponents engineering requirements as they have advanced the construction of the Gordon Dr extension south of Frost Rd.
- f) Provide a Street Sign, Markings and Traffic Control Device Drawings.

**.7) Power and Telecommunication Services and Street Lights**

- a) All proposed distribution and service connections are to be installed underground. Existing distribution and service connections, on that portion of a road immediately adjacent to the site, are to be relocated and installed underground
- b) Street lights must be installed on all roads.
- c) Before making application for approval of your subdivision plan, please make arrangements with Fortis BC for the pre-payment of applicable charges and tender a copy of their receipt with the subdivision application.
- d) Make servicing applications to the respective Power and Telecommunication utility companies. The utility companies are required to obtain the City's approval before commencing construction.

**.8) Design and Construction**

- a) Design, construction supervision and inspection of all off-site civil works and site servicing must be performed by a Consulting Civil Engineer and all such work is subject to the approval of the City Engineer. Drawings must conform to City standards and requirements.
- b) Engineering drawing submissions are to be in accordance with the City's "Engineering Drawing Submission Requirements" Policy. Please note the number of sets and drawings required for submissions.
- c) Quality Control and Assurance Plans must be provided in accordance with the Subdivision, Development & Servicing Bylaw No. 7900 (refer to Part 5 and Schedule 3).
- d) A "Consulting Engineering Confirmation Letter" (City document 'C') must be completed prior to submission of any designs.
- e) Before any construction related to the requirements of this application commences, design drawings prepared by a professional engineer must be submitted to the City's Development Services Department. The design drawings must first be "Issued for Construction" by the City Engineer. On examination of design drawings, it may be determined that rights-of-way are required for current or future needs.

**.9) Servicing Agreements for Works and Services**

- a) A Servicing Agreement is required for all works and services on City lands in accordance with the Subdivision, Development & Servicing Bylaw No. 7900. **The applicant's Engineer, prior to preparation of Servicing Agreements, must provide adequate drawings and estimates for the required works.** The

Servicing Agreement must be in the form as described in Schedule 2 of the bylaw.

- b) Part 3, "Security for Works and Services", of the Bylaw, describes the Bonding and Insurance requirements of the Owner. The liability limit is not to be less than \$5,000,000 and the City is to be named on the insurance policy as an additional insured.

**.10) Other Engineering Comments**

- a) Provide all necessary Statutory Rights-of-Way for any utility corridors required, including those on proposed or existing City Lands.
- b) If any road dedication affects lands encumbered by a Utility right-of-way (such as Terasen, etc.) please obtain the approval of the utility prior to application for final subdivision approval. Any works required by the utility as a consequence of the road dedication must be incorporated in the construction drawings submitted to the City's Development Manager.

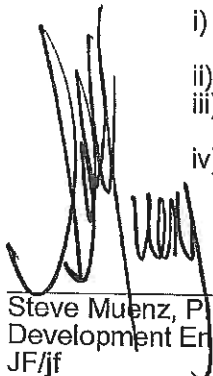
**.11) Charges and Fees**

- a) Development Cost Charges (DCC's) are payable
- b) Sewer Specified Area Administration Fee of \$250.00 to amend service boundary (Spec area 1).
- c) Drainage work Latecomers (pending) according to the Area Structure Plan.
- d) Water Extended Service Area Latecomers:

ESA#	Frontender	Available EDU	Anniversary (rates increase)	*Rate/unit \$
8	S Mission Water	CWS-14 1288.00	Jan 1,2013	182.00
11	No.21	CWS-17 552	Nov 11,2013	1242.00

\*(these fees are to be confirmed at time of subdivision)

- e) Fees per the "Development Application Fees Bylaw" include:
  - i) Street/Traffic Sign Fees: at cost if required (to be determined after design).
  - ii) Survey Monument Fee: \$50.00 per newly created lot (GST exempt).
  - iii) Survey Monument, Replacement Fee: \$1,200.00 (GST exempt) – only if disturbed.
  - iv) Engineering and Inspection Fee: 3% of construction value (plus HST).



Steve Muenz, P. Eng.  
 Development Engineering Manager  
 JF/jf

# CITY OF KELOWNA

## BYLAW NO. 10867

### Official Community Plan Amendment No. OCP13 - 0014 No. 21 Great Projects Ltd. 1150 and 1200 Steele Road

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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 4.1 - **GENERALIZED FUTURE LAND USE** of "Kelowna 2030 - Official Community Plan Bylaw No. 10500" be amended by changing the Generalized Future Land Use designation of a portion of Lot A, District Lot 579, SDYD, Plan EPP9618 Except Plans EPP9638, EPP15721, EPP18670, EPP20408 and EPP22118, located at 1150 Steele Road, Kelowna, B.C., and Lot 1, District Lot 579, SDYD, Plan EPP20408, located at 1200 Steele Road from the Multiple Unit Residential - Low Density, Single / Two Unit Residential, Major Park & Open Space, Educational / Institutional, Commercial designation to the Multiple Unit Residential - Low Density, Single / Two Unit Residential, Major Park & Open Space, Educational / Institutional, Commercial designation as shown on Map "A";
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

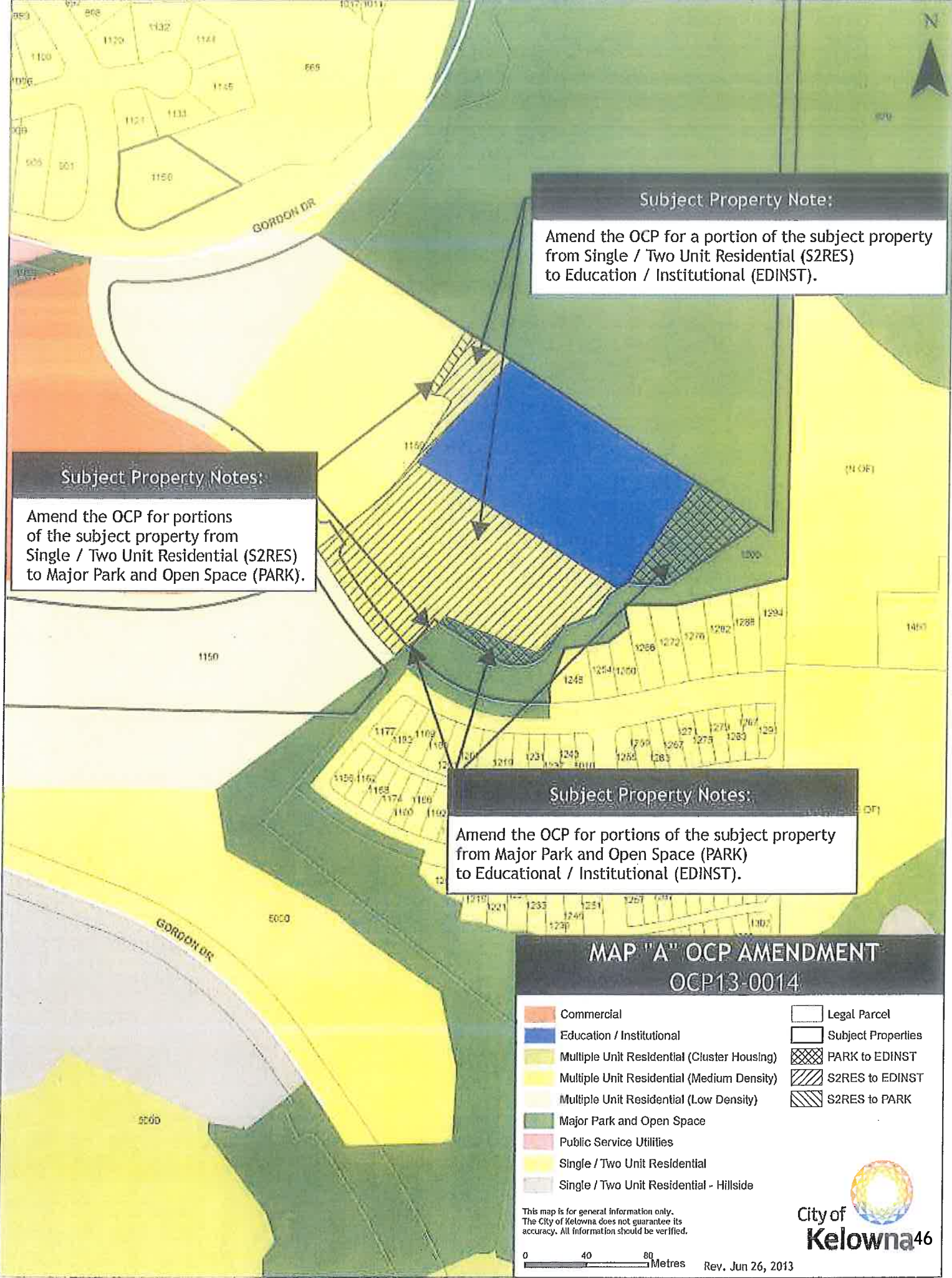
Adopted by the Municipal Council of the City of Kelowna this

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Mayor

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City Clerk



**Subject Property Note:**

Amend the OCP for a portion of the subject property from Single / Two Unit Residential (S2RES) to Education / Institutional (EDINST).

**Subject Property Notes:**

Amend the OCP for portions of the subject property from Single / Two Unit Residential (S2RES) to Major Park and Open Space (PARK).

**Subject Property Notes:**

Amend the OCP for portions of the subject property from Major Park and Open Space (PARK) to Educational / Institutional (EDINST).

**MAP "A" OCP AMENDMENT  
OCP13-0014**

- |                                             |                    |
|---------------------------------------------|--------------------|
| Commercial                                  | Legal Parcel       |
| Education / Institutional                   | Subject Properties |
| Multiple Unit Residential (Cluster Housing) | PARK to EDINST     |
| Multiple Unit Residential (Medium Density)  | S2RES to EDINST    |
| Multiple Unit Residential (Low Density)     | S2RES to PARK      |
| Major Park and Open Space                   |                    |
| Public Service Utilities                    |                    |
| Single / Two Unit Residential               |                    |
| Single / Two Unit Residential - Hillside    |                    |

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



0 40 80 Metres

Rev. Jun 26, 2013

**CITY OF KELOWNA**  
**BYLAW NO. 10868**  
**Z13-0023 - No. 21 Great Projects Ltd.**  
**1150 and 1200 Steele 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 a portion of Lot A, District Lot 579, SDYD, Plan EPP9618 Except Plans EPP9638, EPP15721, EPP18670, EPP20408 and EPP22118 located at 1150 Steele Road, Kelowna, B.C., and Lot 1, District Lot 579, SDYD, Plan EPP20408, located at 1200 Steele Road from the A1 - Agriculture 1, RU1 - Large Lot Housing, RU1H - Large Lot Housing Hillside, P3 - Parks & Open Space zone to the A1 - Agriculture 1, RU1 - Large Lot Housing, RU1H - Large Lot Housing Hillside, P2 - Educational & Minor Institutional, P3 - Parks & Open Space zone as shown on Map "B".
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

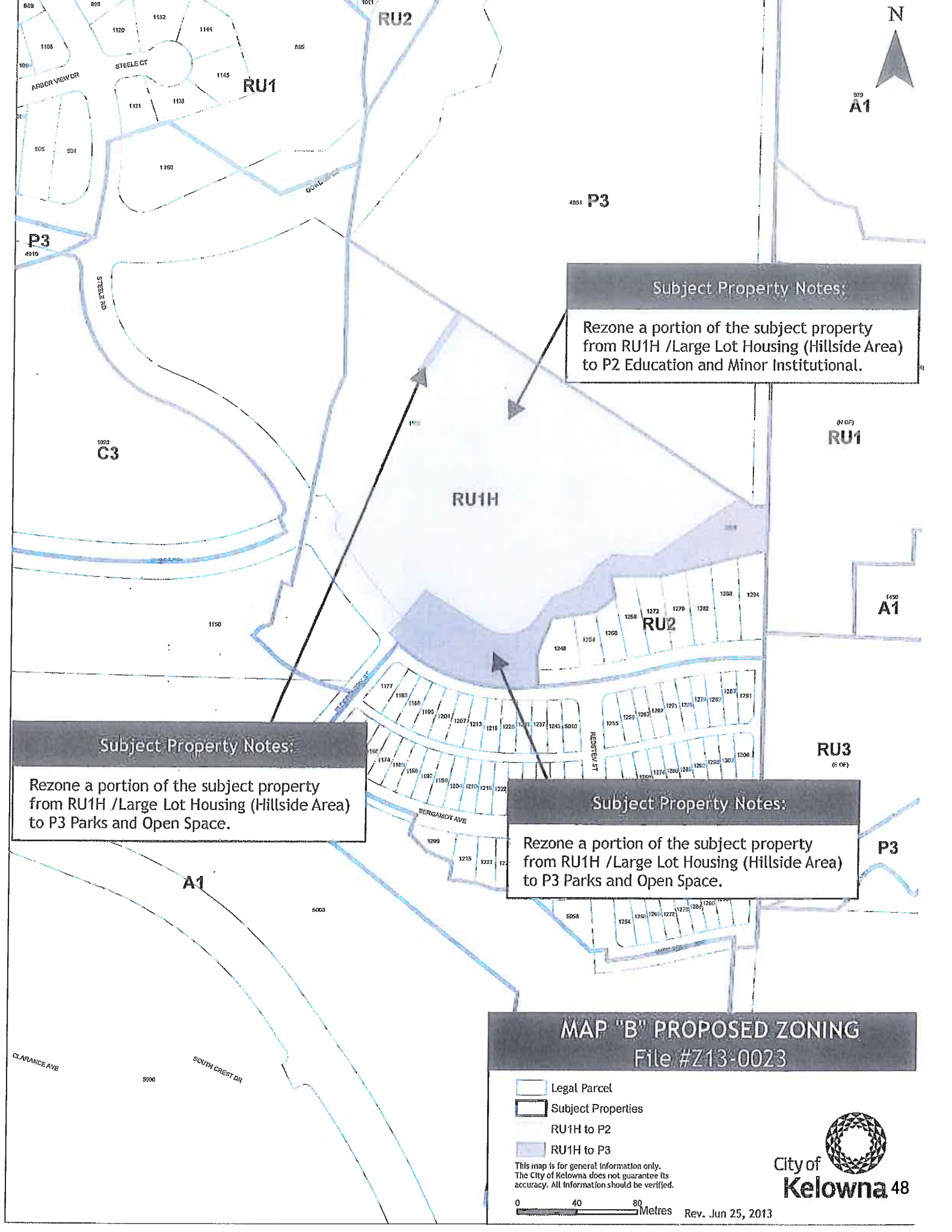
Adopted by the Municipal Council of the City of Kelowna this

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Mayor

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City Clerk







**Subject Property Notes:**  
 Rezone a portion of the subject property from RU1H /Large Lot Housing (Hillside Area) to P2 Education and Minor Institutional.

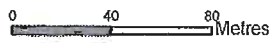
**Subject Property Notes:**  
 Rezone a portion of the subject property from RU1H /Large Lot Housing (Hillside Area) to P3 Parks and Open Space.

**Subject Property Notes:**  
 Rezone a portion of the subject property from RU1H /Large Lot Housing (Hillside Area) to P3 Parks and Open Space.

**MAP "B" PROPOSED ZONING**  
 File #Z13-0023

-  Legal Parcel
-  Subject Properties
-  RU1H to P2
-  RU1H to P3

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



Rev. Jun 25, 2013





# REPORT TO COUNCIL



**Date:** July 12<sup>th</sup>, 2013  
**RIM No.** 1250-30  
**To:** City Manager  
**From:** Land Use Management, Community Sustainability (AW)  
**Application:** Z13-0022      **Owner:** John Bauer  
Irvin & Linda Cordes  
**Address:** 1369 & 1375 Bertram Street      **Applicant:** Garry Tomporowski Architect  
Ltd.  
**Subject:** Rezoning Application  
**Existing OCP Designation:** Multiple Unit Residential - Medium Density  
**Existing Zone:** RU6 - Two Dwelling Housing  
**Proposed Zone:** RM5 - Medium Density Multiple Housing

---

## 1.0 Recommendation

THAT Rezoning Application No. Z13-0022 to amend the City of Kelowna Zoning Bylaw No. 8000, by changing the zoning classification of Lot 13, D.L. 139, ODYD, Plan 2271, located at 1369 Bertram Street and Lot 14, D.L. 139, ODYD, Plan 2271, located at 1375 Bertram Street, Kelowna BC, from the RU6 - Two Dwelling Housing zone to the RM5 - Medium Density Multiple Housing 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;

AND THAT final adoption of the Zone Amending Bylaw be considered subsequent to the submission of a plan of subdivision to consolidate the properties into one title.

AND FURTHER THAT final adoption of Zone Amending Bylaw be considered in conjunction with Council's consideration of a Development Permit and Development Variance Permit on the subject properties.

## 2.0 Purpose

To consider rezoning the subject properties from the RU6 - Two Dwelling Housing Zone to the RM5 - Medium Density Multiple Housing Zone to accommodate the proposed 8 unit, 4 storey row housing project.

## 3.0 Land Use Management

Land Use Management staff are supportive of the proposal, as it is seen to meet the objectives and supporting policies of the Official Community Plan (OCP). The RM5 - Medium Density Multiple Housing zone is the appropriate zone and facilitates a form of housing needed within this urban centre location. The subject property is located within the Downtown Urban Centre, within close proximity to the commercial core where residential intensification has long been anticipated.

The form and character of the proposal presents a European flare, which is a departure from that established in the area but adds an element of sophistication to this block which will transition as time passes. The proposed development places a clear emphasis on human scale buildings that feature strong relationships to both Fuller Avenue and Bertram Street, which is highly desirable in this urban context. Private open space and a plaza area are featured on site, creating enjoyable on-site opportunities for the future residents. In summary, this project delivers on many aspects of both land use and urban design that are encouraged for the Downtown Urban Centre revitalization efforts.

## 4.0 Proposal

### 4.1 Project Description

The proposed development consists of a total of 8 - 4 storey row housing dwelling units split between 6 - 2 bedroom units and 2 - 3 bedroom units. Principal vehicular access is via the rear lane but the 2 - 3 bedroom units have garages facing Bertram Street. Long term bicycle parking is provided within individual storage units, and short term bicycle parking is provided near the centre of the site adjacent to the visitor vehicle parking. A new sidewalk will be provided along Bertram and Fuller. Both frontages provide a strong pedestrian orientation, with main building entrances and patios. Such design elements serve to activate these building frontages with heightened levels of pedestrian activity.

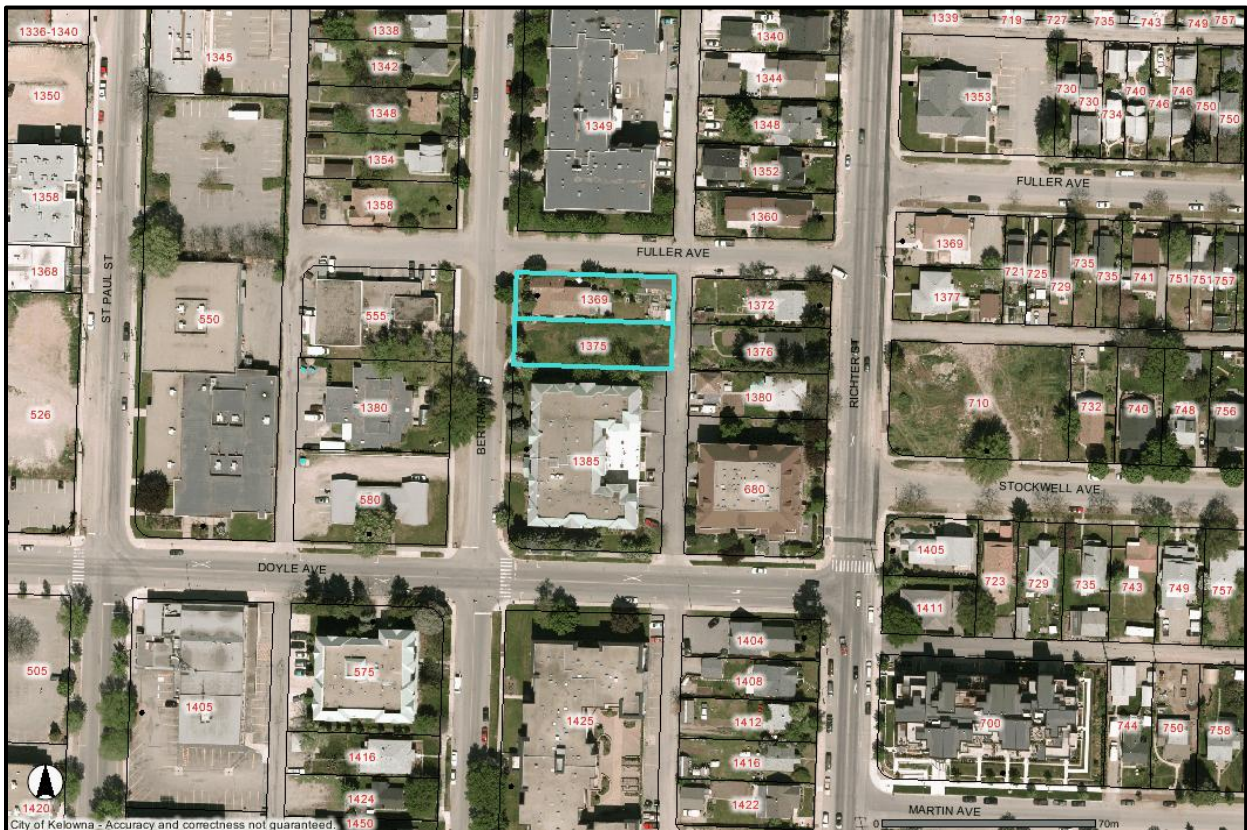
The buildings represent a more European form of development that has been modified to fit within the Okanagan context. The finishes are of a high quality, featuring textured stucco cut to emulate sandstone. Large rooftop decks have been incorporated to provide private open space facing the street and site landscaping uses native species, where possible, and complements the building design. The proposed variances are required in order to enable the developer to proceed with this form of project. The majority of the variances are setback variances that shouldn't have a negative impact on the surrounding neighbourhood. The recent set of text amendments to the multi-family zones were intended to create a stronger street edge with ground oriented housing. This project would satisfy these regulations if not for the four storey form of development, yet by stepping the 4<sup>th</sup> storey this will limit the massing impact and provide a form of housing similar to that anticipated in the zone. The applicant hosted a Public Information Meeting on June 20<sup>th</sup>, 2013 in accordance with Council's Notification and Consultation Policy No. 367.

The proposal compares to Zoning Bylaw No. 8000 as follows:

Zoning Analysis Table		
CRITERIA	RM5 ZONE REQUIREMENTS	PROPOSAL
Development Regulations		
Floor Area Ratio	1.3	1.3
Site Coverage - Buildings	40%	38%
Site Coverage - Buildings & Drive	65%	64%
Height	19.0m / 4.5 storeys	12.3m / 4 storeys
Front Yard	6.0m	1.5m*
Side Yard (north)	6.0m	1.5m*
Side Yard (south)	6.0m	1.5m*
Rear Yard	7.0m	1.5m*
Parking Setback	1.5m	0.5*
Other Regulations		
Minimum Parking Requirements	13 stalls 13 stalls x 125% = 17 stalls max	18 stalls*
Bicycle Parking	Class I: 4 stalls Class II: 1 stalls	Class I: 8 stalls Class II: 10 stalls
Private Open Space	62m <sup>2</sup> per dwelling	25m <sup>2</sup> per dwelling
* To vary the front yard setback from 6.0m required to 1.5m proposed. * To vary the side yard setback from 6.0m to 1.5m (northern setback) and 1.5m (southern setback) proposed. * To vary the rear yard setback from 6.0m required to 1.5m proposed. * To vary the setback from parking from 1.5m required to 0.5 proposed. * To vary parking from 17 stalls permitted to 18 stalls proposed.		

#### 4.2 Site Context

Subject Property Map: 1369 & 1375 Bertram Street



The subject properties are located within the Downtown Urban Centre in an area designated for a townhouse form of development.

Specifically, adjacent land uses are as follows:

Orientation	Zoning	Land Use
North	RM5 - Medium Density Multiple housing	Apartment Housing
East	RU6 - Two Dwelling Housing	Single Family Housing
South	RM5 - Medium Density Multiple housing	Apartment Housing
West	RM5 - Medium Density Multiple housing	Apartment Housing

## 5.0 Current Development Policies

### 5.1 Kelowna Official Community Plan (OCP)

#### Development Process

**Compact Urban Form.**<sup>1</sup> Develop a compact urban form that maximizes the use of existing infrastructure and contributes to energy efficient settlement patterns. This will be done by increasing densities (approximately 75 - 100 people and/or jobs located within a 400 metre walking distance of transit stops is required to support the level of transit service) through development, conversion, and re-development within Urban Centres (see Map 5.3) in particular and existing areas as per the provisions of the Generalized Future Land Use Map 4.1.

**Ground-Oriented Housing.**<sup>2</sup> Encourage all multi-unit residential buildings in neighbourhoods with schools and parks to contain ground-oriented units with 2 or more bedrooms to provide a family housing choice within multi-unit rental or ownership markets. High density residential projects in the Downtown area are encouraged to include a ground-oriented housing component, especially where such can be provided on non-arterial and non-collector streets.'

## 6.0 Technical Comments

### 6.1 Building & Permitting Department

- Demolition permits are required for any existing building(s).
- Development Cost Charges (DCC's) are required to be paid prior to issuance of any Building Permit(s) for new construction.
- The Architect to provide spatial calculations per BCBC 12 since this may affect the form and character of the units if the glazing is required to be reduced or removed prior to the release of the Development Permit.
- Operable bedroom windows required as per the 2012 edition of the British Columbia Building Code (BCBC 12).
- The drawings submitted for Building Permit application are to indicate the method of fire separation between suites. This entails how the plumbing and heating system will be installed without affecting the fire separation between units. This also includes the windows in the west wing units (Studio Level) and the fire separation / privacy wall (structural & FRR)
- Drawings submitted for Building Permit application to indicate the method of venting the exterior deck floors above the garages.
- This is an area with a potentially high ground water table, a geotechnical engineer will be required to establish a safe building elevation and safe bearing capacities.
- 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 5.2.3 (Development Process Chapter).

<sup>2</sup> City of Kelowna Official Community Plan, Policy 5.23.1 (Development Process Chapter).

6.2 Development Engineering Department

See Attached Memo.

6.3 Fire Department

Fire department access, fire flows, and hydrants as per the BC Building Code and City of Kelowna Subdivision Bylaw #7900. The Subdivision Bylaw #7900 requires a minimum of 150ltr/sec fire flows. Additional comments will be required at the building permit application.

6.4 Fortis BC - Gas

FortisBC gas division has reviewed the above mentioned referral and has no issues or concerns

**7.0 Application Chronology**

Date of Application Received: May 20<sup>th</sup>, 2013

Public Information Meeting: June 20<sup>th</sup>, 2013

**Report prepared by:**

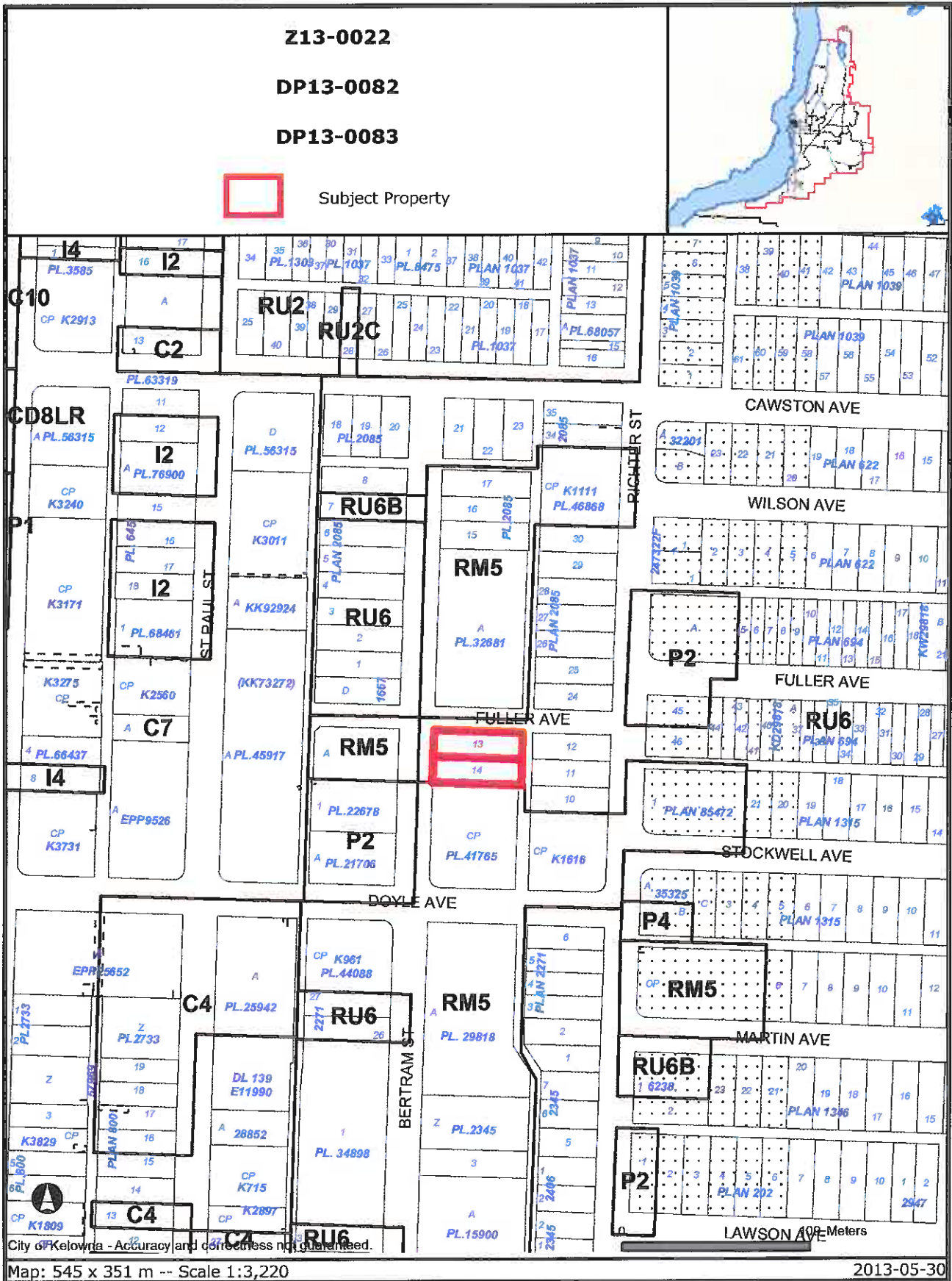
\_\_\_\_\_  
Alec Warrender, Land Use Planner

Reviewed by:  Danielle Noble, Urban Planning Manager

Approved Inclusion:  D. Gilchrist, Community Planning & Real Estate Divisional Director

**Attachments:**

- Site Plan
- Elevations
- Landscape Plan
- Applicant's Letter of Rationale
- Development Engineering Requirements
- Public Information Meeting Summary



City of Kelowna - Accuracy and correctness not guaranteed.

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.

-THIS DRAWING MUST BE READ IN CONJUNCTION WITH ALL SUPPLEMENTAL AND RELATED DRAWINGS AND SPECIFICATIONS AND NOT BE USED IN ISOLATION.  
 -THIS DRAWING IS THE PROPERTY OF THE ARCHITECT.  
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**NOT FOR CONSTRUCTION**

NO.	DATE	DESCRIPTION	BY	CHKD.	NOTED



1 VIEW ALONG FULLER AVE.  
 SCALE: 1/8" = 1'-0"



2 VIEW ALONG BERTRAM STREET  
 SCALE: 1/8" = 1'-0"

NO.	DATE	DESCRIPTION	BY	CHKD.	NOTED

**SITE PHOTOS**

**A0.1**

DATE: 11/25/2016  
 FILE: A0.1

**gta**

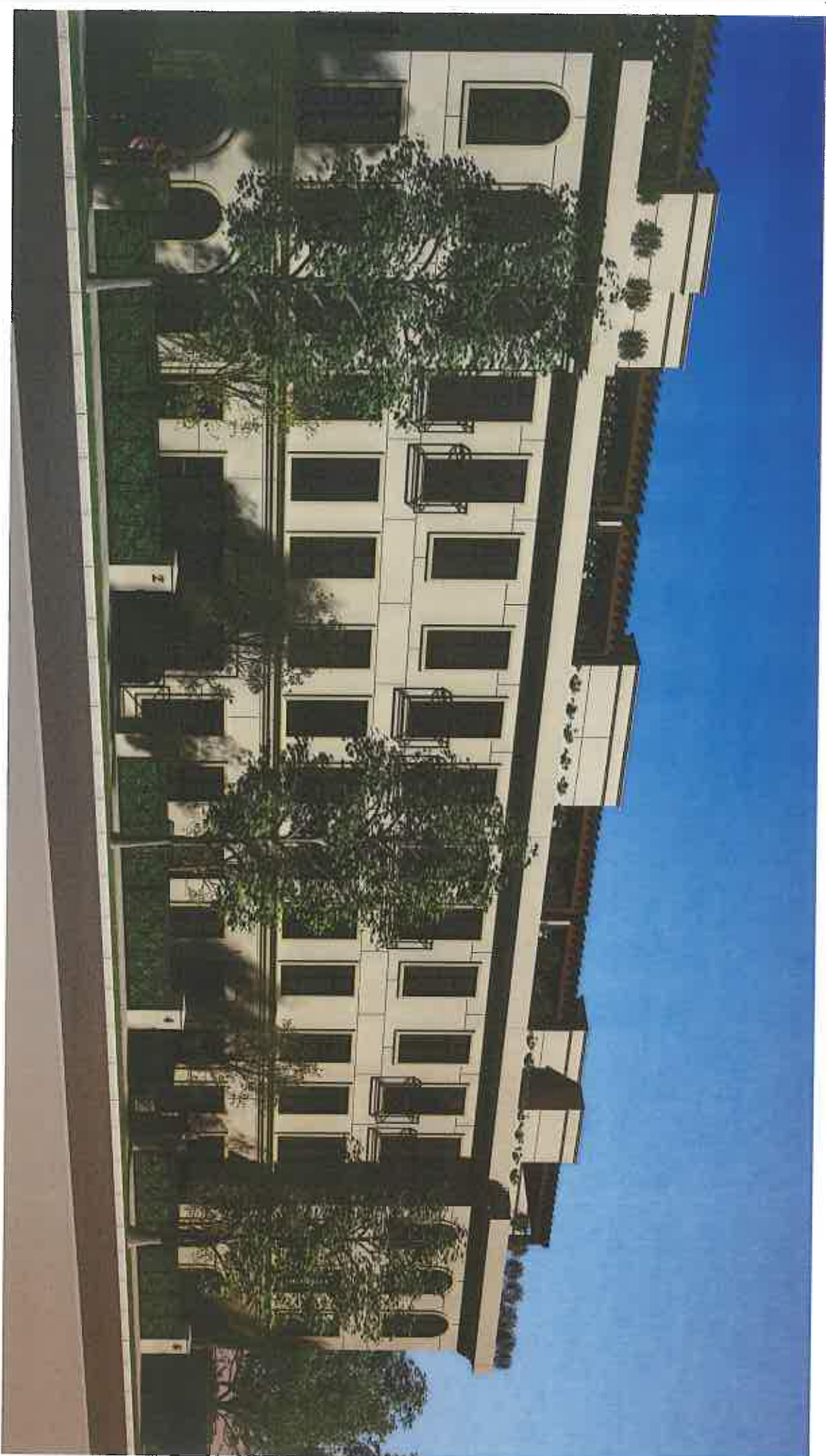
Gary Thompson Architect Ltd.  
 26-4411 Sprucehill Rd.  
 Victoria, British Columbia  
 Phone: 250.733.1111  
 Fax: 250.733.1112  
 Email: gta@gtaarchitect.com

**Kenington**  
 Fillet's District  
 KELOWNA, BC

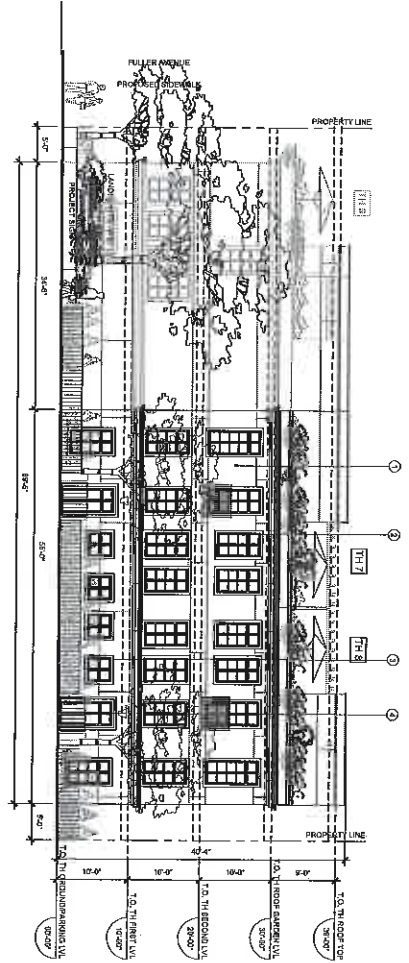




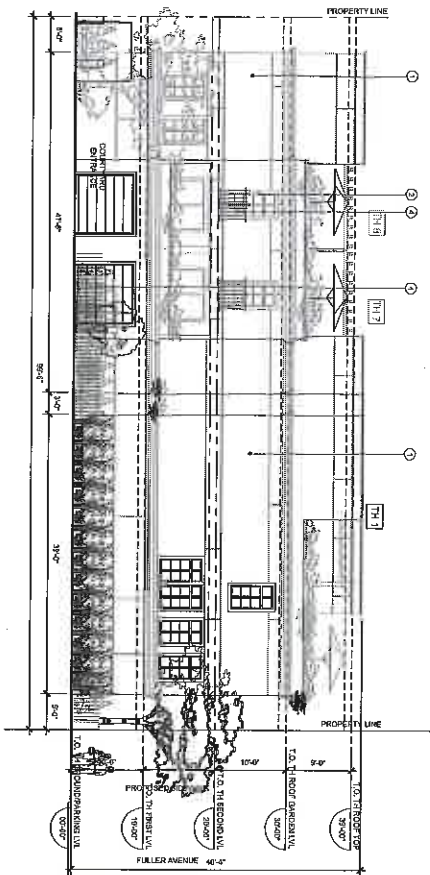








1 BERTRAM STREET ELEVATIONS  
SCALE: 1/8"=1'-0"



2 LANE ELEVATIONS  
SCALE: 1/8"=1'-0"

**MATERIAL LEGEND**

- 1 STUCCO (MATCH) NEW CONSTRUCTION
- 2 WINDOW FRAME
- 3 WINDOW GLASS
- 4 WINDOW GLASS
- 5

THIS DRAWING MUST NOT BE USED FOR CONSTRUCTION WITHOUT THE WRITTEN APPROVAL OF THE ARCHITECT. ANY CHANGES TO THIS DRAWING MUST BE APPROVED BY THE ARCHITECT. THE ARCHITECT IS NOT RESPONSIBLE FOR THE ACCURACY OF ANY INFORMATION PROVIDED BY OTHERS. THE ARCHITECT IS NOT RESPONSIBLE FOR THE ACCURACY OF ANY INFORMATION PROVIDED BY OTHERS. THE ARCHITECT IS NOT RESPONSIBLE FOR THE ACCURACY OF ANY INFORMATION PROVIDED BY OTHERS.

**NOT FOR CONSTRUCTION**

NO.	DESCRIPTION	DATE	BY
1	ISSUED FOR PERMIT		
2	ISSUED FOR PERMIT		
3	ISSUED FOR PERMIT		
4	ISSUED FOR PERMIT		
5	ISSUED FOR PERMIT		
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gta

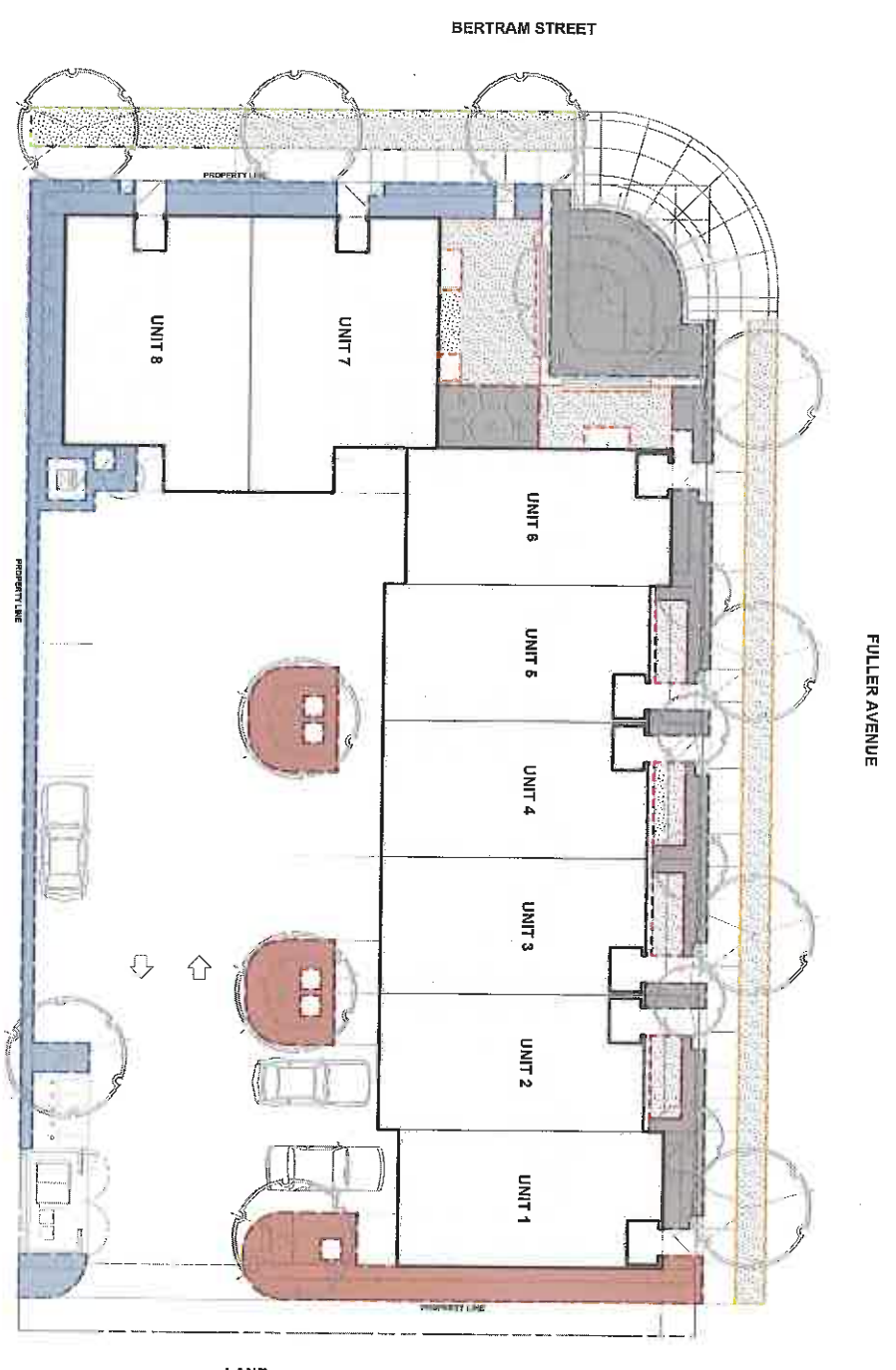
Garry Thompson/Architect Ltd.  
2000 West 10th Avenue  
Vancouver, British Columbia  
V6H 2S4  
Tel: 604.681.4444  
Tel: 604.681.4444  
Tel: 604.681.4444

**Kenstington**  
File & Bertram  
KELOWNA, BC

ELEVATIONS

DATE: 10/11/17  
SCALE: 1/8"=1'-0"  
PROJECT: A3.2  
DATE: 10/11/17  
FILE: A3.2





**IRRIGATION NOTES**

1. EXISTING IRRIGATION SYSTEMS SHALL BE MAINTAINED AND NOT REMOVED UNLESS OTHERWISE SPECIFIED.
2. THE PROPOSED IRRIGATION SYSTEM SHALL BE DESIGNED TO MEET THE REQUIREMENTS OF THE CITY OF SEASIDE, CALIFORNIA, AND THE CALIFORNIA WATER RESOURCES CONTROL BOARD.
3. THE PROPOSED IRRIGATION SYSTEM SHALL BE DESIGNED TO MEET THE REQUIREMENTS OF THE CALIFORNIA WATER RESOURCES CONTROL BOARD AND THE CALIFORNIA WATER RESOURCES CONTROL BOARD.
4. A WATER SAVING DEVICE SHALL BE INSTALLED AT EACH OUTLET AND SHALL BE MAINTAINED AND NOT REMOVED UNLESS OTHERWISE SPECIFIED.
5. A WATER SAVING DEVICE SHALL BE INSTALLED AT EACH OUTLET AND SHALL BE MAINTAINED AND NOT REMOVED UNLESS OTHERWISE SPECIFIED.
6. A WATER SAVING DEVICE SHALL BE INSTALLED AT EACH OUTLET AND SHALL BE MAINTAINED AND NOT REMOVED UNLESS OTHERWISE SPECIFIED.
7. A WATER SAVING DEVICE SHALL BE INSTALLED AT EACH OUTLET AND SHALL BE MAINTAINED AND NOT REMOVED UNLESS OTHERWISE SPECIFIED.
8. A WATER SAVING DEVICE SHALL BE INSTALLED AT EACH OUTLET AND SHALL BE MAINTAINED AND NOT REMOVED UNLESS OTHERWISE SPECIFIED.

**WATER CONSERVATION CALCULATIONS**

LANDSCAPE WATER REQUIREMENT = 423 gal./yr.  
 PLUMBING WATER REQUIREMENT = 278 gal./yr.  
 TOTAL WATER REQUIREMENT = 701 gal./yr.

RESERVED FOR FUTURE DEVELOPMENT

**IRRIGATION LEGEND**

1. 1/2" POLYETHYLENE GLYCOL (PE) PIPE, 1/2" DIA. (1/2" x 1/2")

2. 1/2" POLYETHYLENE GLYCOL (PE) PIPE, 1/2" DIA. (1/2" x 1/2")

3. 1/2" POLYETHYLENE GLYCOL (PE) PIPE, 1/2" DIA. (1/2" x 1/2")

4. 1/2" POLYETHYLENE GLYCOL (PE) PIPE, 1/2" DIA. (1/2" x 1/2")

5. 1/2" POLYETHYLENE GLYCOL (PE) PIPE, 1/2" DIA. (1/2" x 1/2")

6. 1/2" POLYETHYLENE GLYCOL (PE) PIPE, 1/2" DIA. (1/2" x 1/2")

7. 1/2" POLYETHYLENE GLYCOL (PE) PIPE, 1/2" DIA. (1/2" x 1/2")

8. 1/2" POLYETHYLENE GLYCOL (PE) PIPE, 1/2" DIA. (1/2" x 1/2")

9. 1/2" POLYETHYLENE GLYCOL (PE) PIPE, 1/2" DIA. (1/2" x 1/2")

10. 1/2" POLYETHYLENE GLYCOL (PE) PIPE, 1/2" DIA. (1/2" x 1/2")

**OUTLAND DESIGN**  
 LANDSCAPE ARCHITECTURE

200 • 150 South Bonn  
 Williams, BC V1V 4K2  
 T (250) 666-0770  
 www.outlanddesign.ca

PROJECT: FULLER & BERTRAM URBAN TOWNHOMES

DATE: 08/20/2011

SCALE: 1/8" = 1'-0"

**WATER CONSERVATION & IRRIGATION PLAN**

NO.	DESCRIPTION	DATE
1	Issued for Review	08/20/2011
2	Final	08/20/2011

**L2/2**

ISSUED FOR REVIEW ONLY

08/20/2011

# DEVELOPMENT APPLICATION / DESIGN RATIONALE



A13-07  
**Bertram Townhouses**

Kelowna, B.C.

May 2013

*Prepared by:*

*Prepared For:*

Bertram Townhouses Inc.

To be Submitted to:

City of Kelowna  
Development Services

**Architecture**  
Interior Design and Planning  
Building Envelope Consulting



**ARCHITECTURE**

**Garry Tomporowski Architect Ltd**  
Kelowna, B.C. 250.979.1668



ARCHITECTURE

**Garry Tomporowski**  
Architect Ltd  
243 – 1889 Springfield Road  
Kelowna, BC Canada V1Y 5V5  
Phone: 250.979.1668 Fax: 250.979.4366  
Email: [gtaoffice@shawbiz.ca](mailto:gtaoffice@shawbiz.ca)

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## 1.0 OVERVIEW

The Bertram Street Townhouse Project by Bertram Townhouses Inc. boldly presents Kelowna with a masterfully designed and highly articulated luxury living option in the heart of Downtown Kelowna.

With this project, the Developers of The Madison are extending their expertise into the urban core with yet another project to further expand the standards of gracious living in Kelowna's Cultural District.

Bertram Townhouses Inc. together with the GTA Ltd. and Outland Design Landscape Architecture have created a neo-classic designed complex consisting of eight (8) three and a half (3 ½) storey townhouses bordering on Bertram Avenue and Fuller Street which provides the image of gracious living reminiscent of the 19<sup>th</sup> Century affluence found in New York, Baltimore, Chicago, Toronto and Montreal.

Very special attention has been paid to the landscaping both in the front and rear yards, and also the corner treatment at the intersection of Bertram and Fuller. This terraced and raised area with its signature corner tree has been carefully articulated to integrate small accessible patio areas for the two corner units and also to create the focus and the location for the signature sign for the project.

## 2.0 THE PROJECT

In developing the project, the aspects of elegance and walk-ability in the downtown core were key factors. We feel that this has been successfully achieved in creating an "above current market value" project which has already created a buzz of excitement in the community. The revitalization of Downtown Kelowna has always been a key focus of City Council and the Planning Department, and the Developers feel that this project can be impetus for others to carry-on in this manner, setting the standard for future developments of urban infill.

This project will add further major support for the recently begun improvements to the Downtown Revitalization project started with the Bernard Avenue face lift and the soon to be started IHC and Monaco complexes.

This design meets all of the objectives of the RM5 zoning with the exception of side yard variances. It is felt that in considering the high quality of design, it would be possible to have these reviewed with an eye to relaxation, especially considering the buildings positioning on the site relative to other buildings across the street and to the South. We are extremely fortunate to have a large intervening space between this project and the four storey condominium building to the South which includes not only that large side yard, but the fact that the courtyard provides additional distance and separation. The rooftop amenity area room provides a visual and acoustic barrier for the townhouse Owners from the building to the South, and affords townhouse Owners much needed privacy. The street oriented units convey a sense of neighbourliness, and promote connectivity to the adjacent properties using a variety of features to invite physical and visual interaction. A number of the COEPD measures have been reviewed and integrated into the design of the project.

GTA has reviewed the *Sustainability Checklist* in preparation of the project and we have included as many options as possible for consideration at this time, and many more will be considered during the Building Permit Drawings stage.

### **3.0 SITE AND PARKING ACCESS**

The rear of the project provides access to parking or the carriage way and is accessed from the lane. Two parking spots are provided for each of the units and additional parking is enclosed in the rear courtyard for visitors and extra parking for the Residents.

All but two of the units have their parking accessed from this courtyard with the two units on Bertram Avenue being accessed from the street itself. These carriage ways will be specially articulated with differentiating patterned concrete and receive special bordering landscaping treatment to ensure that they are highly visible to pedestrian traffic. They provide a higher aesthetic level to create additional interest along the streetscape. Because they are relatively short in length they will be unable to be used for parking, and will not cause any impediment to regular pedestrian traffic along the sidewalk. Considering that Bertram is a very short Street in itself, access to and from the garages of these two units is not foreseen as a problem for the unit Owners, nor the regular traffic along this street. Our observations of the regular traffic at this time indicate that the volume is very low and considering the length of the street as aforementioned, we do not see that this could be a problem into the near or mid-term future.

### **4.0 THE BUILDING**

Each one of the classically designed units is finished in a (finely) emulated sandstone exterior. Each unit provides street frontage reinforcing the important pedestrian connection to the neighborhood and beyond. Doorways and entrances are at street level and are accessed by carefully designed individual gates emboldened by black iron-like picket fences, back-dropped by evergreen borders of finely trimmed boxwoods, as well as other landscape bordering materials.

Each of the eight units is graced with a rooftop terrace to take advantage of the views of the surrounding area and to provide extraordinary access to the Okanagan climate. These rooftop terraces also provide a small sheltered and enclosed area for the storage of seasonal furniture and as an area to withdraw from the elements should the need arise unexpectedly. These areas will also be serviced with gas hook-ups for barbecues and some will have hot and cold water for clean-up and domestic use. The leading edges of the parapets in many cases will be designed to accommodate growing mediums to allow for decorative plantings reminiscent of old Montreal and parts of the South-eastern USA.

### **5.0 SUMMARY**

The Developers and design team felt that the combination of a high class design coupled with leading edge technology and modern building materials will provide for a solid building project. As a group, we feel that it will be a catalyst for other similar 'urban in-fill' developments in this area and will be a testimony to the faith of a rejuvenated Downtown Kelowna.

It is also our hope that the project will become a timeless icon setting the standards for others to emulate, and even exceed, in an area critical to the continued sustainability and growth of our City.

**END**

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

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**Date:** July 10, 2013  
**File No.:** Z13-0022

**To:** Land Use Management Department (AW)

**From:** Development Engineering Manager

**Subject:** 1369 & 1375 Bertram Street *REVISED* RU1 to RM5

---

The Development Engineering Department has the following comments and requirements associated with this rezoning application. The road and utility upgrading requirements outlined in this report will be a requirement of this development. The Development Engineering Technologist for this project is Sergio Sartori

**1. Domestic Water and Fire Protection**

- (a) The subject properties are each currently serviced with one water service (13mm). The developer's consulting mechanical engineer will determine the domestic and fire protection requirements of this proposed development and establish hydrant requirements and service needs. Only one service will be permitted for this development. The applicant, at his cost, will arrange for the disconnection of existing services and the installation of a new service. The estimated cost of this construction for bonding purposes is **\$20,000.00**.
- a) The area has only one hydrant in the area which may not be sufficient for multi-family developments. A second hydrant may be required for the proposed development.

**2. Sanitary Sewer**

- (a) The subject properties are each currently serviced with a 100mm sanitary service. The developer's consulting mechanical engineer will determine the development requirements of this proposed development and establish the service needs. Only one service will be permitted for this development. The applicant, at his cost, will arrange for the removal and disconnection of the existing services and the installation of one new larger service. The estimated cost of this construction for bonding purposes is **\$10,000.00**.

**3. Storm Drainage**

- (a) One of the subject properties is currently serviced with a 100mm service. The developer must engage a consulting civil engineer to provide a storm water management plan for the site, which meets the requirements of the City Storm Water Management Policy and Design Manual. The storm water management plan must also include provision of lot grading plan, minimum basement elevation (MBE), if applicable, and provision of a storm drainage service for the development and / or recommendations for onsite drainage containment and disposal systems. The estimated cost of this construction for bonding purposes is **\$5,000.00**.

#### **4. Road Improvements**

- (a) Bertram Street must be upgraded to an urban standard along the full frontage of this proposed development, including curb and gutter, sidewalk, drainage system including catch basins, manholes and pavement removal and replacement, street lighting and re-location or adjustment of utility appurtenances if required to accommodate the upgrading construction. The estimated cost of this construction for bonding purposes is **\$20,000.00**
- (b) Fuller Ave must be upgraded to an urban standard along the full frontage of this proposed development, including curb and gutter, sidewalk, drainage system including catch basins, manholes, landscaped boulevard and pavement fillet, street lighting and re-location or adjustment of utility appurtenances if required to accommodate the upgrading construction. The estimated cost of this construction for bonding purposes is **\$25,000.00**
- (c) *Lane adjacent to this development site will require widening and reconstruction to a paved commercial standard. The estimated cost of this construction for bonding purposes is **\$5,000.00***
- (c) Landscaped boulevards, complete with underground irrigation, is required.
- (d) Driveway access is not permitted onto Bertram Street. All vehicular access is to be from the lane.

#### **5. Road Dedication and Subdivision Requirements**

By registered plan to provide the following:

- (a) Grant Statutory Rights Of Way if required for utility services.
- (b) Dedicate a corner rounding of a 6.0m radius at the Bertram Street and Fuller Avenue intersection.
- (c) *Dedicate widening of the rear lane to provide the required widening to provide an ultimate 7.6m wide commercial standard lane.*
- (d) Lot consolidation.
- (e) If any road dedication or closure affects lands encumbered by a Utility right-of-way (such as Hydro, Telus, Gas, etc.) please obtain the approval of the utility. Any works required by the utility as a consequence of the road dedication or closure must be incorporated in the construction drawings submitted to the City's Development Manager.

#### **5. Electric Power and Telecommunication Services and Street Lights**

- a) All proposed distribution and service connections are to be installed underground.
- b) Streetlights must be installed on all roads.
- c) Make servicing applications to the respective Power and Telecommunication utility companies. The utility companies are required to obtain the City's approval before commencing construction.
- d) Re-locate existing poles and utilities, where necessary. Remove aerial trespass (es).

## 6. Design and Construction

- (a) Design, construction supervision and inspection of all off-site civil works and site servicing must be performed by a Consulting Civil Engineer and all such work is subject to the approval of the City Engineer. Drawings must conform to City standards and requirements.
- (b) Engineering drawing submissions are to be in accordance with the City's "Engineering Drawing Submission Requirements" Policy. Please note the number of sets and drawings required for submissions.
- (c) Quality Control and Assurance Plans must be provided in accordance with the Subdivision, Development & Servicing Bylaw No. 7900 (refer to Part 5 and Schedule 3).
- (d) A "Consulting Engineering Confirmation Letter" (City document 'C') must be completed prior to submission of any designs.
- (e) Before any construction related to the requirements of this subdivision application commences, design drawings prepared by a professional engineer must be submitted to the City's Development Engineering Department. The design drawings must first be "Issued for Construction" by the City Engineer. On examination of design drawings, it may be determined that rights-of-way are required for current or future needs.

## 7. Servicing Agreements for Works and Services

- (a) A Servicing Agreement is required for all offsite works and services on City lands in accordance with the Subdivision, Development & Servicing Bylaw No. 7900. The applicant's Engineer, prior to preparation of Servicing Agreements, must provide adequate drawings and estimates for the required works. The Servicing Agreement must be in the form as described in Schedule 2 of the bylaw.
- (b) Part 3, "Security for Works and Services", of the Bylaw, describes the Bonding and Insurance requirements of the Owner. The liability limit is not to be less than \$5,000,000 and the City is to be named on the insurance policy as an additional insured.

## 8. Other Engineering Comments

- (a) Provide all necessary Statutory Rights-of-Way for any utility corridors as required.
- (b) If any road dedication affects lands encumbered by a Utility right-of-way (such as Terasen, etc.) please obtain the approval of the utility prior to application for final subdivision approval. Any works required by the utility as a consequence of the road dedication must be incorporated in the construction drawings submitted to the City's Development Manager.

## 10. Geotechnical Report

- a) Provide a comprehensive geotechnical report prepared by a Professional Engineer competent in the field of hydro-geotechnical engineering to address the items below: NOTE: The City is relying on the Geotechnical Engineer's report to prevent any damage to property and/or injury to persons from occurring as a result of problems with soil slippage or soil instability related to this proposed development.
  - Overall site suitability for development.
  - Presence of ground water and/or springs.
  - Presence of fill areas.

- Presence of swelling clays.
- Presence of sulphates.
- Potential site erosion.
- Provide specific requirements for footings and foundation construction.
- Provide specific construction design sections for roads and utilities over and above the City's current construction standards

## 11. Development Permit and Site Related Issues

- (a) The development will be required to contain and dispose of site generated storm water on the site by installing an oil separator and ground recharge system consisting of drywells and perforated pipe bedded in drain rock.
- (b) Access and Manoeuvrability
- (i) An SU-9 standard size vehicle must be able to manoeuvre onto and off the site without requiring a reverse movement onto public roadways. If the development plan intends to accommodate larger vehicles movements should also be illustrated on the site plan.

## 12. Bonding and Levy Summary

### (a) Bonding

Service Upgrades	\$ 35,000.00
Bertram Street Frontage Improvements	\$ 20,000.00
Fuller Ave Frontage Improvements	\$ 25,000.00
<i>Lane upgrading</i>	<i>\$ 5,000.00</i>
<b>Total</b>	<b>\$ 85,000.00</b>

NOTE: The bonding amount shown above are comprised of estimated construction costs escalated by 140% to include engineering design and contingency protection and are provided for information purposes only. The owner should engage a consulting civil engineer to provide detailed designs and obtain actual tendered construction costs if he wishes to do so. Bonding for required off-site construction must be provided and may be in the form of cash or an irrevocable letter of credit, in an approved format.

The owner must also enter into a servicing agreement in a form provided by the City.

---

Steve Muenz, P. Eng.  
Development Engineering Manager

SS

June 21, 2013

**Re: POLICY 367**

Council Policy - Public Notification & Consultation for Development Applications  
APPROVED February 18, 2013

**Specific to:**

1369/1375 Bertram Street, Kelowna BC  
Bertram/Fuller Development Rezoning application submitted May 23, 2013

**Summary of Open House Information Session**

An Open House Information session was held on June 20th, 2013 from 6 pm to 7:30 pm for all residents within 50 meters of the above noted property. The details of the notification process and package are attached here in a full report dated June 14, 2013.

The event was set up outside the house on the property as an open house drop in to allow residents to see the new artists renderings and ask questions directly of the developer and assistants. Steve Hyndman, Conner Hyndman and Sandy McAfee were available to answer questions to anyone attending the open house.

Large samples of the new renderings were on display including the chosen name for the townhomes which will be called Kensington Terrace.

Guests were asked to sign in to identify what properties they owned or occupied (copy of sign in sheet attached). There were approximately 18 people in attendance over the 90 minute period. The majority of those in attendance were individuals from the Bertram Place Condominiums which back onto the property and share a fence with the townhome project.

The majority of questions pertained to actual height of the building, parking, access to parking and the rooftop terrace design. The overall feel of the event was very positive with many commenting that they were very glad the project was not another condo project and felt that the townhouse concept would be a welcome addition to the downtown of Kelowna. In addition there were many comments about the curb appeal and high quality of the project with many feeling it can do nothing but positively impact the look and resale value of the properties in the area. Some residents had indicated they had some concern of what might go into the neighborhood once the old houses started to be sold and felt this was the best option they could have imagined.

Several members of the strata for Bertram Place were in attendance with concerns about the fence backing their property that will run adjacent to Kensington Terrace. The fence is old and they had the item on their agenda. The developer agreed to have the fence taken out during the home demolition and asked for a letter from the strata confirming this authorization. The

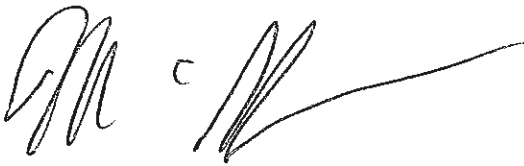
ownership of the fence has not yet been confirmed but both parties are in agreeance to have it removed and that the developer will replace it with a design that will match the project at a later date during the final construction process.

An email from the President of the Strata of Bertram Place - Linda MacKay was received later that evening (copy attached) to obtain confirmation on who the letter should be addressed to, requesting consideration regarding the lighting in the parking area behind the town homes and contained the following comment:

*I personally appreciate the thought that was put into your project as far as placement on the property with as much distance as possible between our buildings. Kensington Terrace will certainly improve our neighborhood*

It is the opinion of the developer and those assisting the developer that neighborhood response and support of the project is very positive and expect no opposition regarding the rezoning application.

This report was prepared by Sandy McAfee - Independent Contractor on June 21, 2013

A handwritten signature in black ink, appearing to be 'SMA', followed by a long horizontal line extending to the right.



**CITY OF KELOWNA**

**BYLAW NO. 10872**

**Z13-0022 - John Bauer, Irvin and Linda Cordes  
1369 and 1375 Bertram Street**

---

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 13, District Lot 139, ODYD, Plan 2271, located at 1369 Bertram Street, Kelowna, B.C., and Lot 14, District Lot 139, ODYD, Plan 2271, located at 1375 Bertram Street, Kelowna, B.C., from the RU6 - Two Dwelling Housing zone to the RM5 - Medium Density Multiple Housing 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

\_\_\_\_\_  
Mayor

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



AND THAT the applicant be required to complete the above-noted condition No. 4 within 180 days of Council approval of the Development Permit application in order for the permit to be issued.

## **2.0 Purpose**

To consider the form and character of a proposed four storey, 30 unit residential building and associated landscaping and site works, representing Phase 2 of the University South development.

## **3.0 Urban Planning Department**

The proposed development is the second building to be brought forward as part of the University South development. Urban Planning is supportive of the proposed development, as it complies generally with the applicable Development Permit guidelines contained within the Official Community Plan (OCP) as well as with the University Village Master Plan. The proposed building fits well into the overall scheme of development for the Village Centre, lending a more contemporary, urban feel to a future hub of university activity. Landscaping is used effectively to soften exposed retaining features, and walkways link together important public spaces between phases.

This proposal is Phase 2 of a three-phase development. The third and final phase of this development, which will be subject to its own Development Permit at a later date, will play a critical role in the overall success of the village centre. In particular, ensuring high quality architecture and landscape design, and planning for effective pedestrian connectivity will represent important considerations for staff and Council when the third phase is ready for approval.

## **4.0 Proposal**

### **4.1 Background**

The University South Area Structure Plan (ASP) was originally approved in January of 1998, but was revised in February of 2007 to reflect changes in the status of the university. Subsequently, the concept was further refined and the first phase of development approved in 2011, supported by the University Village Master Plan.

Phase 1 of this development, which contains a mixed use residential/commercial building, is nearing completion. This proposal represents the Phase 2 of 3 and, should Council approve the proposal, is expected to be completed for September, 2014. The third and final phase of development on this parcel is anticipated to contain a grocery store to serve the university; however, no applications have been received yet for the third phase.

### **4.2 Project Description**

The proposed four-storey development consists of a total of 30 units targeted principally at students of the adjacent UBC Okanagan campus. The building is located on a site with significant constraints both in terms of grade and a substantial Fortis Right-of-Way. The building is oriented lengthwise running roughly north to south, with the main building entrance being on the west side of the building. The building is built into the slope, with three storeys exposed to the west, and four storeys exposed to the east.

Parking for the site is split between below-grade under building parking and surface parking at grade. A total of 54 parking stalls are provided, with 30 under building and 24 in a surface parking lot. Access to the under building parking is taken from the north side of the building via a ramp down from grade.

The proposed building displays a modern form and massing, having a flat roofline, and strong horizontal and vertical linear elements. This is balanced with more traditional finishes, consisting of alternating brick and stucco vertical elements, and wood post and beam accents. The main entry to the building is grounded by a wood post and beam entry canopy. The roof is articulated above the main entry to give further accentuate this important building feature.

The 30 units within the building are all two-bedroom units, ranging in area from 81.9m<sup>2</sup> to 94.0m<sup>2</sup>. In total, the building has a Gross Floor Area (GFA) of 4,310m<sup>2</sup>. Each unit has a private deck area.

The landscape plan features a mix of hard and soft landscaping. In those areas frequently used by pedestrians, plantings will include large deciduous trees and native shrubs and grasses. For those sloped areas to the north and east of the building, coniferous trees will dominate in a more natural landscape setting. Landscaping is also used effectively to soften large, exposed retaining features. A walkway and staircase at the southern end of the building link residents to the primary public space in the development, located in Phase 1.

### 4.3 Site Context

The subject property is approximately 2.06 ha in area, and is located within the University South Village Centre Area adjacent to the UBCO campus. Within this parcel, Phase 2 is roughly 0.75 ha in area. Surrounding development is mixed, ranging from the UBCO campus to the north, Aberdeen Hall Preparatory School to the west, and undeveloped and/or agricultural lands to the south. Specifically, adjacent land uses are as follows:

Orientation	Zoning	Land Use
North	CD20 - UBC Okanagan	UBC Okanagan
East	A1 - Agriculture 1	Vacant
South	RM4 - Transitional Low Density Housing	Vacant
West	P2 - Educational & Minor Institutional	Aberdeen Hall

Subject Property Map: 975 Academy Way



4.4 Zoning Analysis Table

Zoning Analysis Table		
CRITERIA	C3 ZONE REQUIREMENTS	PROPOSAL
Development Regulations		
Floor Area Ratio	1.0	0.42
Site Coverage - Buildings	50%	25.8%
Height	15m / 4 storeys	14.8m / 4 storeys
Front yard	3.0m	74.8m
Side yard (N)	0.0m	21.9m
Side Yard (S)	0.0m	65.2m
Rear yard	0.0m	17.8m
Other Regulations		
Minimum Parking Requirements	164 stalls (entire site)	164 stalls (entire site)
Bicycle Parking	Class I: 15 stalls Class II: 3 stalls	Class I: 28 stalls Class II: 4 stalls
Private Open Space	1125m <sup>2</sup>	1655m <sup>2</sup>

## 5.0 Current Development Policies

### 5.1 Development Process (Chapter 5) - Considerations in Reviewing Development Applications

Achieve high quality urban design.<sup>1</sup>

Ensure opportunities are available for greater use of active transportation and transit to: improve community health; reduce greenhouse gas emissions; and increase resilience in the face of higher energy prices.<sup>2</sup>

**Maximize Pedestrian / Cycling Connectivity.**<sup>3</sup> Require that pedestrian and cyclist movement and infrastructure be addressed in the review and approval of all City and private sector developments, including provision of sidewalks and trails and recognition of frequently used connections and informal pedestrian routes.

### Urban Design Development Permit Areas (Chapter 14) - Comprehensive Design Guidelines

#### **Objectives:**

- Convey a strong sense of authenticity through urban design that is distinctive for Kelowna;
- Promote a high urban design standard and quality of construction for future development that is coordinated with existing structures;
- Integrate new development with existing site conditions and preserve the character amenities of the surrounding area;
- Promote interesting, pedestrian friendly streetscape design and pedestrian linkages;
- Provide for a scale and massing of commercial buildings that promotes a safe, enjoyable living, pedestrian, working, shopping and service experience;
- Incorporate architectural features and detailing of buildings and landscapes that define an area's character;
- Promote alternative transportation with enhanced streetscapes and multimodal linkages;
- Protect and restore the urban ecology (i.e. architectural and site consideration with respect to the ecological impact on urban design).
- Moderate urban water demand in the City so that adequate water supply is reserved for agriculture and for natural ecosystem processes.
- Reduce outdoor water use in new or renovated landscape areas in the City by a target of 30%, when compared to 2007.

## 6.0 Technical Comments

### 6.1 Building & Permitting Department

- Development Cost Charges (DCC's) are required to be paid prior to issuance of any Building Permit(s) for new construction
- Full Plan check for Building Code related issues will be done at time of Building Permit applications, but the following item may be required to be addressed at time of application:

<sup>1</sup> City of Kelowna Official Community Plan. Chapter 5 (Development Process Chapter), Objective 5.8.

<sup>2</sup> City of Kelowna Official Community Plan. Chapter 5 (Development Process Chapter), Objective 5.10.

<sup>3</sup> City of Kelowna Official Community Plan. Chapter 5 (Development Process Chapter), Objective 5.10, Policy 5.10.1.

- Submission drawings to show the required fire stopping/blocking details and cross sections required for all mechanical shafts separations and any interconnected floor areas.
- Architectural drawings to show sections and details indicating the fire separations and vestibules required in public access corridors and hallways.
- Drawings to show the fire stopping details also required within the attic spaces.

## 6.2 Development Engineering Department

Development Engineering Services comments and requirements pertaining to this application, for the second phase of development on the subject property, are as follows:

- a) The site has been serviced and offsite requirements have been met under subdivision file S06-0026.
- b) All onsite services must be extended from the existing services to the property line.
- c) This application does not trigger any offsite upgrades.

## 6.3 Fire Department

Fire department access, fire flows, and hydrants as per the BC Building Code and City of Kelowna Subdivision Bylaw #7900. The Subdivision Bylaw requires a minimum of 150ltr/sec flow. The main access road to the front entrance shall be constructed as per BCBC 3.2.5.6. Additional comments will be required with the building permit application.

## 6.4 FortisBC - electric

There are primary distribution facilities along John Hindle Drive and Academy Way. The applicant is responsible for costs associated with any changes to the subject property's existing service, if any, as well as the provision of appropriate land rights where required.

Otherwise, FortisBC Inc. (Electric) has no concerns with this circulation.

It should be noted that additional land rights issues may arise from the design process but can be dealt with at that time, prior to construction.

## 6.5 FortisBC Energy - Gas

No Comment Provided.

## 6.6 Glenmore-Ellison Improvement District (GEID)

See letter dated June 27, 2013

## 6.7 Shaw Cable

Owner/developer to install underground conduit system per Shaw cable drawings and specifications.

## 6.8 Telus

TELUS will provide underground facilities to this development. Developer will be required to supply and install conduit as per TELUS policy.

## 7.0 Application Chronology

Date of Application Received: July 3<sup>rd</sup>, 2013

Report prepared by:

---

James Moore, Urban Land Use Planner

Reviewed by:  Danielle Noble, Manager, Urban Land Use Manager

Approved Inclusion:  D. Gilchrist, Community Planning & Real Estate Divisional Director

### Attachments:

Subject Property Map

Site Plan

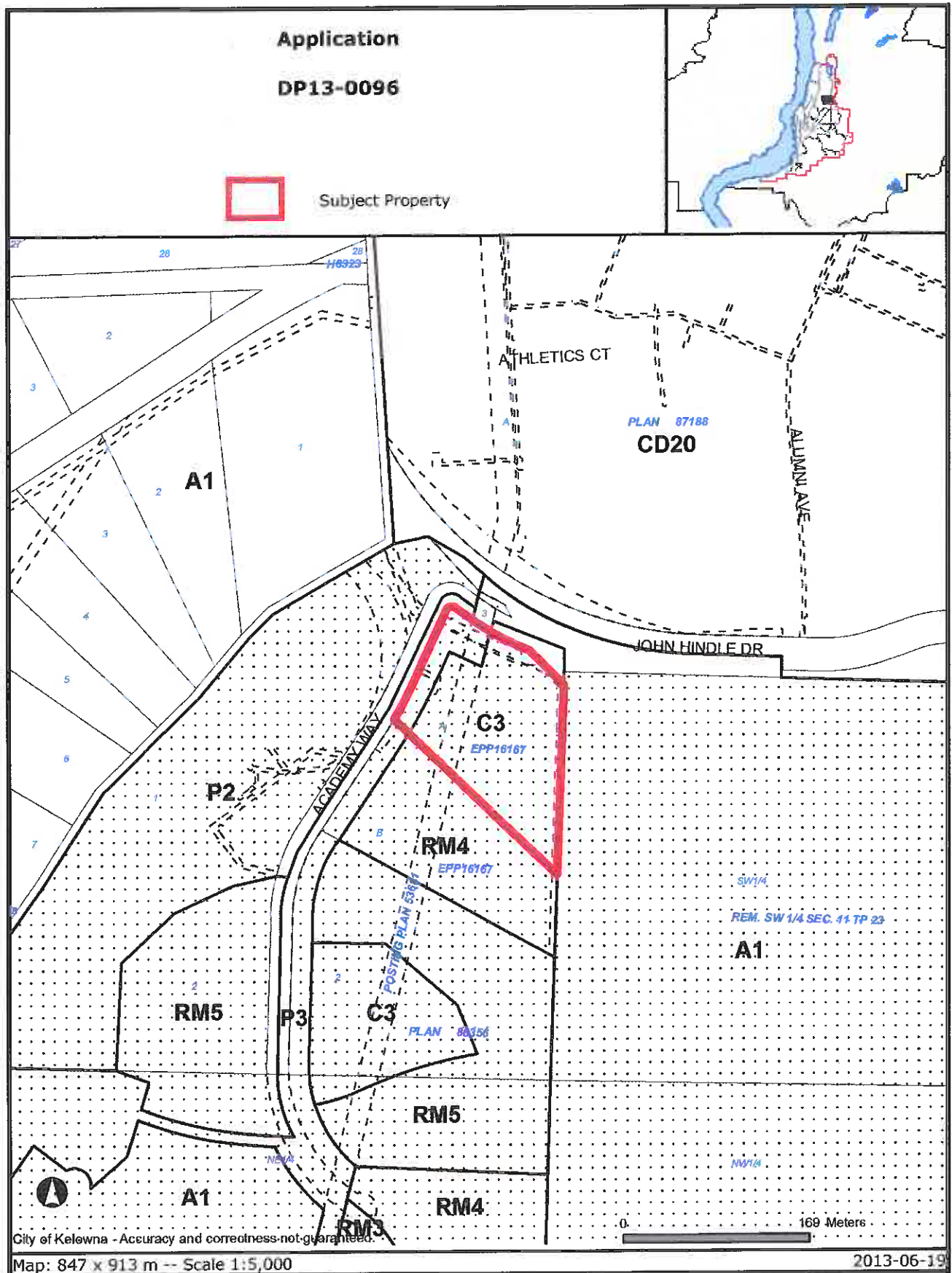
Elevations

Landscape Plan

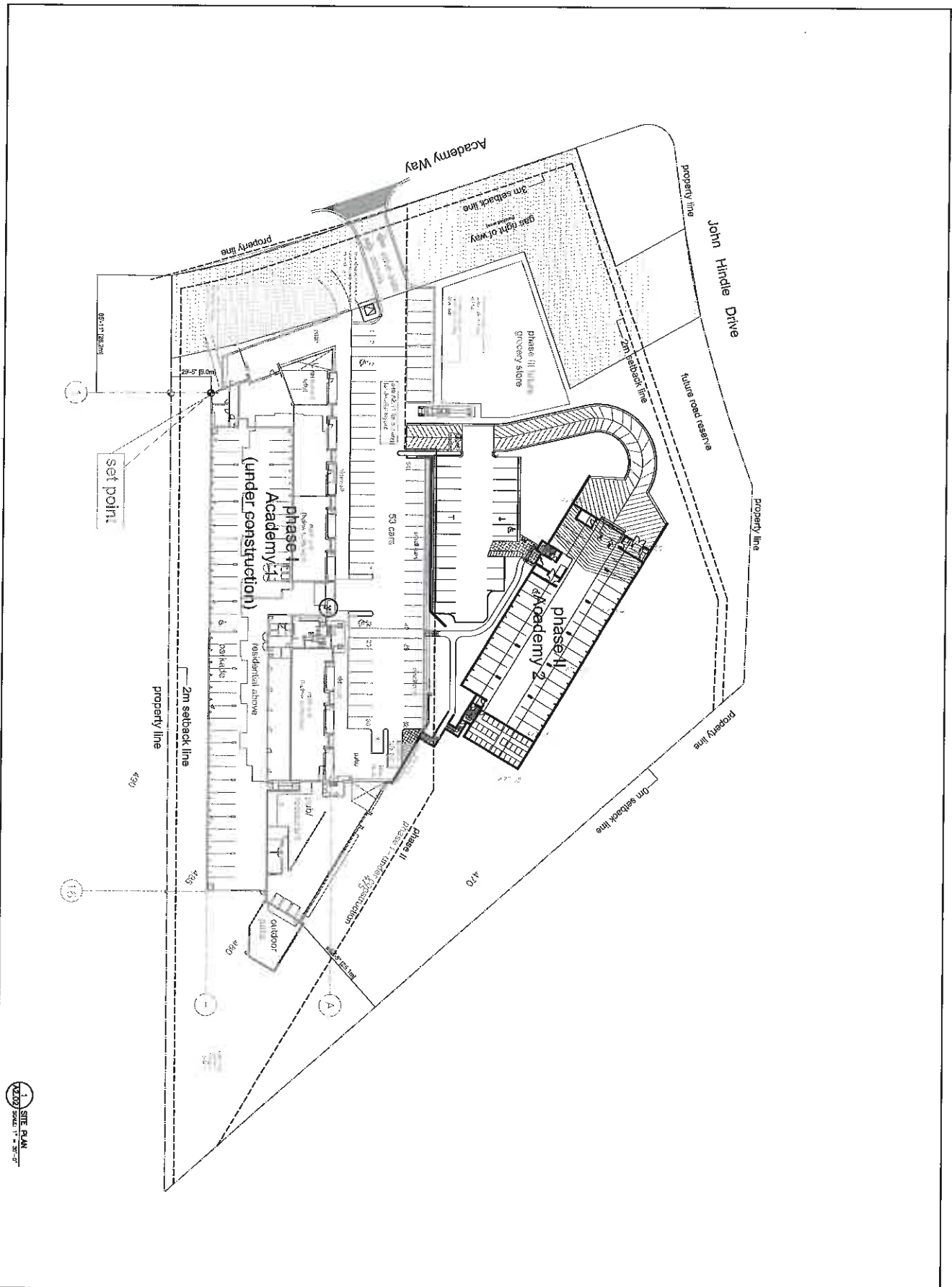
Letter regarding commercial FAR from Meiklejohn Architects, dated July 2, 2013

DRAFT Development Permit No. DP13-0096





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.



1 SITE PLAN  
SCALE: 1" = 30'-0"

MEIKLEJOHN ARCHITECTS INC.  
 225 BROADWAY  
 SUITE 1000  
 WASHINGTON, D.C. 20004  
 TEL: 202.331.1000  
 FAX: 202.331.1001  
 WWW.MJARCHITECTS.COM



2013-07-17  
 progress

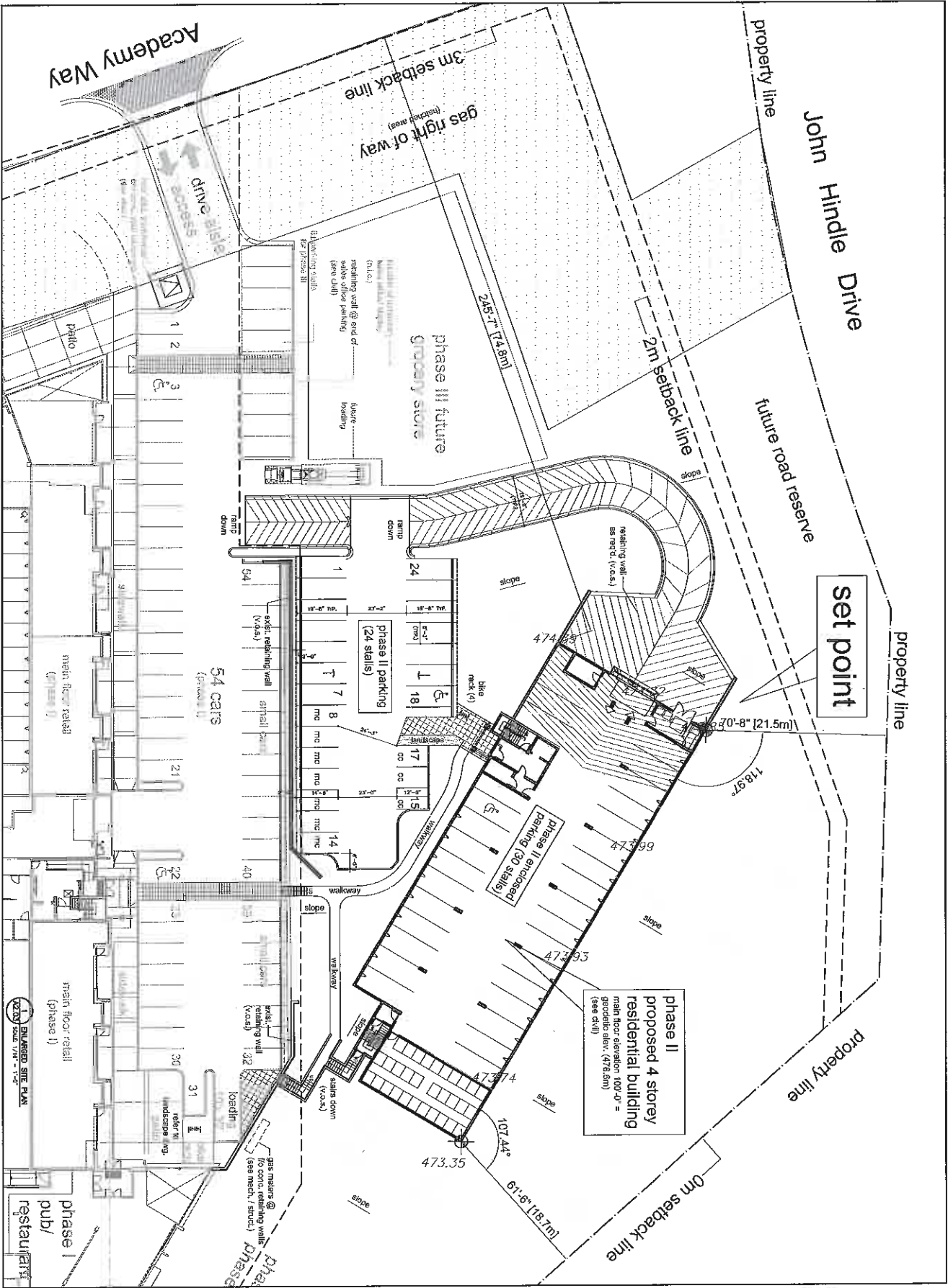


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NO.	DATE	DESCRIPTION
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50	2013-07-17	PROGRESS

**A2.02**  
 ACADEMY HILL PHASE II  
 3-STORY WITH PARKADE  
 30 RESIDENTIAL UNITS  
 OVERLAP: 100%  
 OVERLAP: 100%

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49	2013-07-17	PROGRESS
50	2013-07-17	PROGRESS



**MEIKLEJOHN ARCHITECTS INC.**  
 203 BIRCHMOUNT AVENUE  
 SUITE 100  
 WILLOWDALE, ONTARIO M2H 3K4  
 TEL: 416-491-1111  
 FAX: 416-491-1112  
 WWW.MEIKLEJOHN.COM

**2013-07-17**  
 progress

**A2.03**  
 ENLARGED  
 SITE PLAN

**ACADEMY HILL PHASE II**  
 3-STORY WITH PARKADE  
 30 RESIDENTIAL UNITS

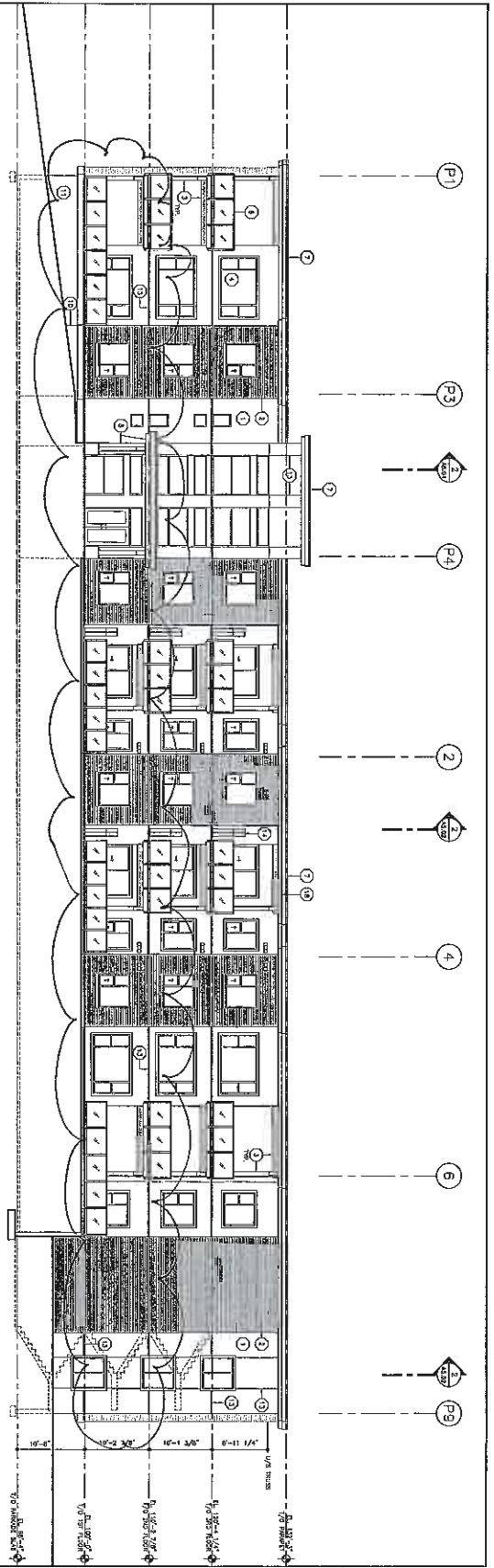
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 DRAWN BY: [Name]  
 CHECKED BY: [Name]  
 APPROVED BY: [Name]

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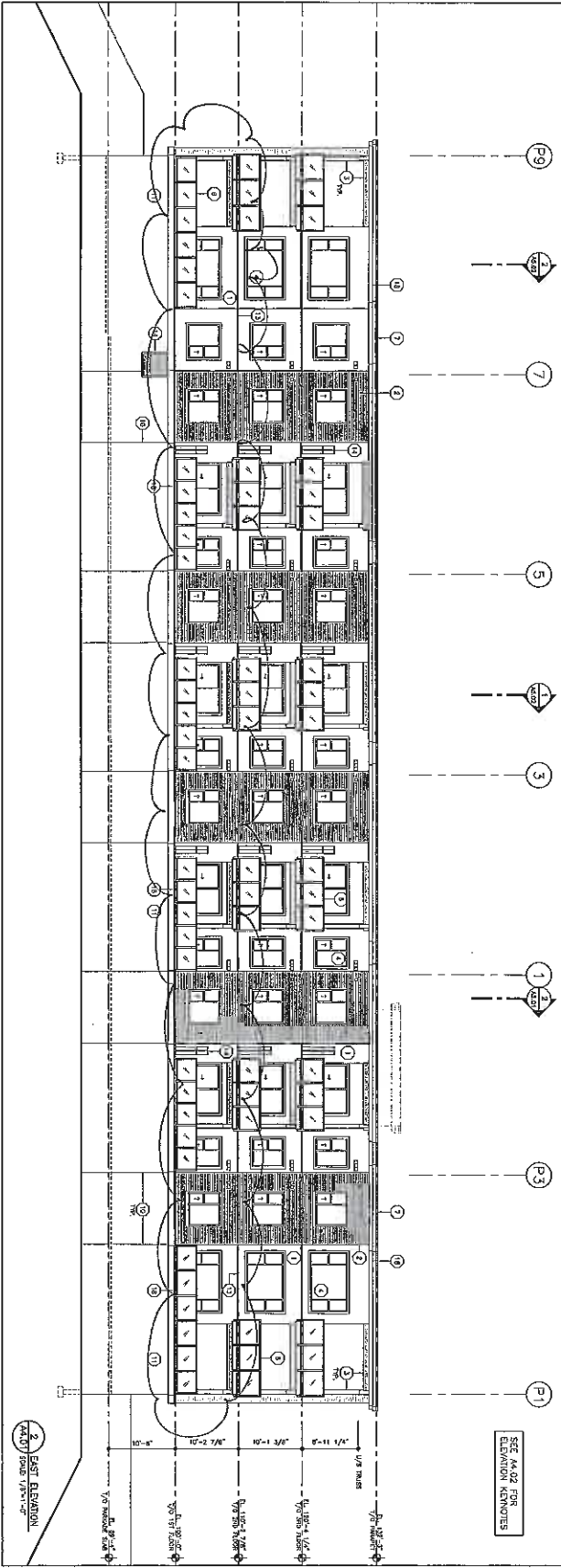
MEKLEJOHN ARCHITECTS INC.  
 1000 BROADWAY  
 NEW YORK, NY 10018  
 TEL: 212 512 2000  
 FAX: 212 512 2001  
 EMAIL: info@m+me.com



2013-06-14  
 DP



1 WEST ELEVATION  
 (A4.0) SCALE: 1/8"=1'-0"



2 EAST ELEVATION  
 (A4.0) SCALE: 1/8"=1'-0"

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2	06/14/13	REVISIONS

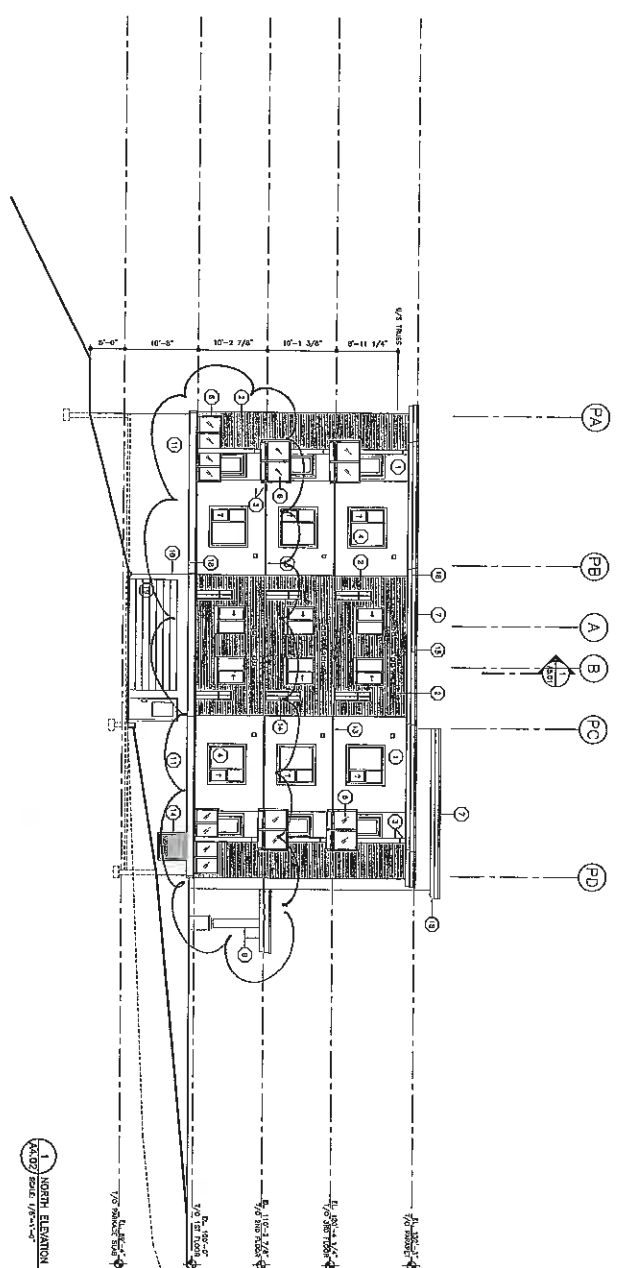
Project Name: ACADEMY HILL PHASE II  
 3-STORY WITH PARADE  
 30 RESIDENTIAL UNITS  
 525 ACADEMY HILL, NEWARK, NJ 07102

Sheet No: A4.01  
 Building Name: ACADEMY HILL PHASE II  
 3-STORY WITH PARADE  
 30 RESIDENTIAL UNITS

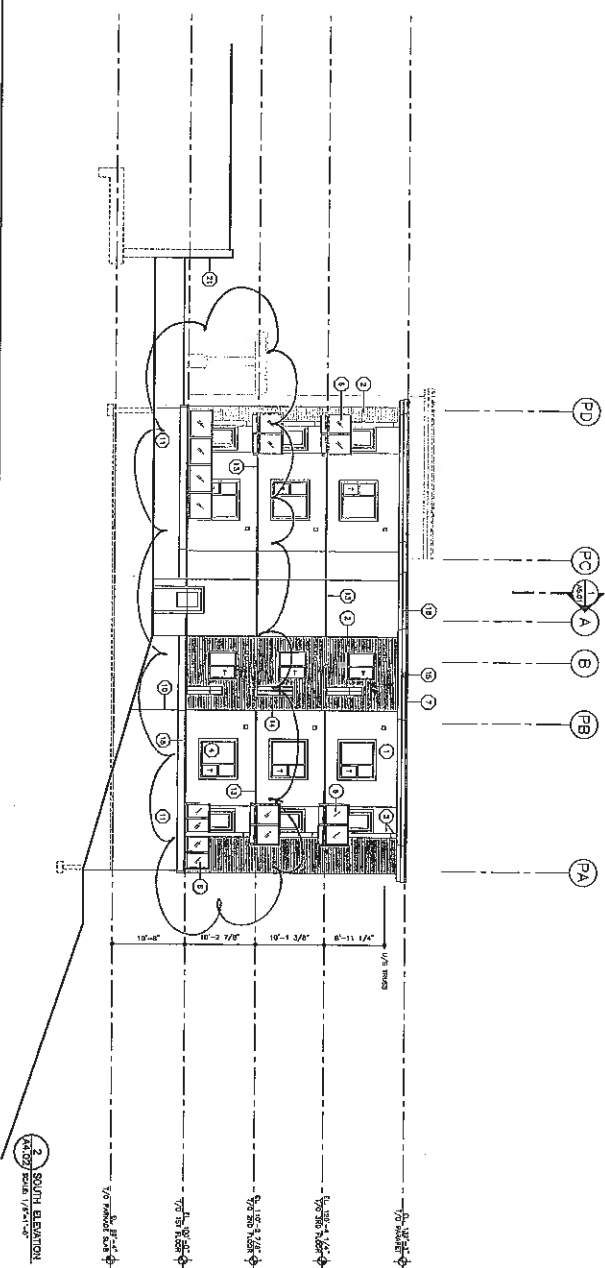
BUILDING ELEVATIONS

NO.	DATE	DESCRIPTION
1	10/20/12	ISSUED FOR PERMITS
2	06/14/13	REVISIONS

ELEVATION REF. NOTES	
1	STUCCO FINISH
2	PAINT FINISH
3	WOOD VENEER/STAIN COULDER / BRICK
4	WOOD VENEER/STAIN COULDER / BRICK
5	WOOD VENEER/STAIN COULDER / BRICK
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22	WOOD VENEER/STAIN COULDER / BRICK



1 NORTH ELEVATION  
SCALE: 1/8" = 1'-0"



2 SOUTH ELEVATION  
SCALE: 1/8" = 1'-0"

MEIRLEJOHN ARCHITECTS INC.  
 225 BROADWAY, SUITE 200  
 CHARLOTTE, NC 28202  
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 EMAIL: INFO@MEIRLEJOHN.COM

2013-06-14  
 DP

ACADEMY HILL PHASE II  
 3-STOREY WITH PARKADE  
 30 RESIDENTIAL UNITS  
 293 ACADEMYWAY, ELEVATION V13.01  
 Drawing Number

A4.02  
 BUILDING ELEVATIONS

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wood post & beam



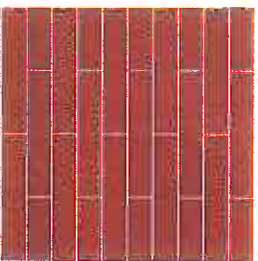
stucco wall finishes  
darker tone



stucco window trim  
light tone



gentek dark drift  
flashing



mutual materials  
Inca



building entry

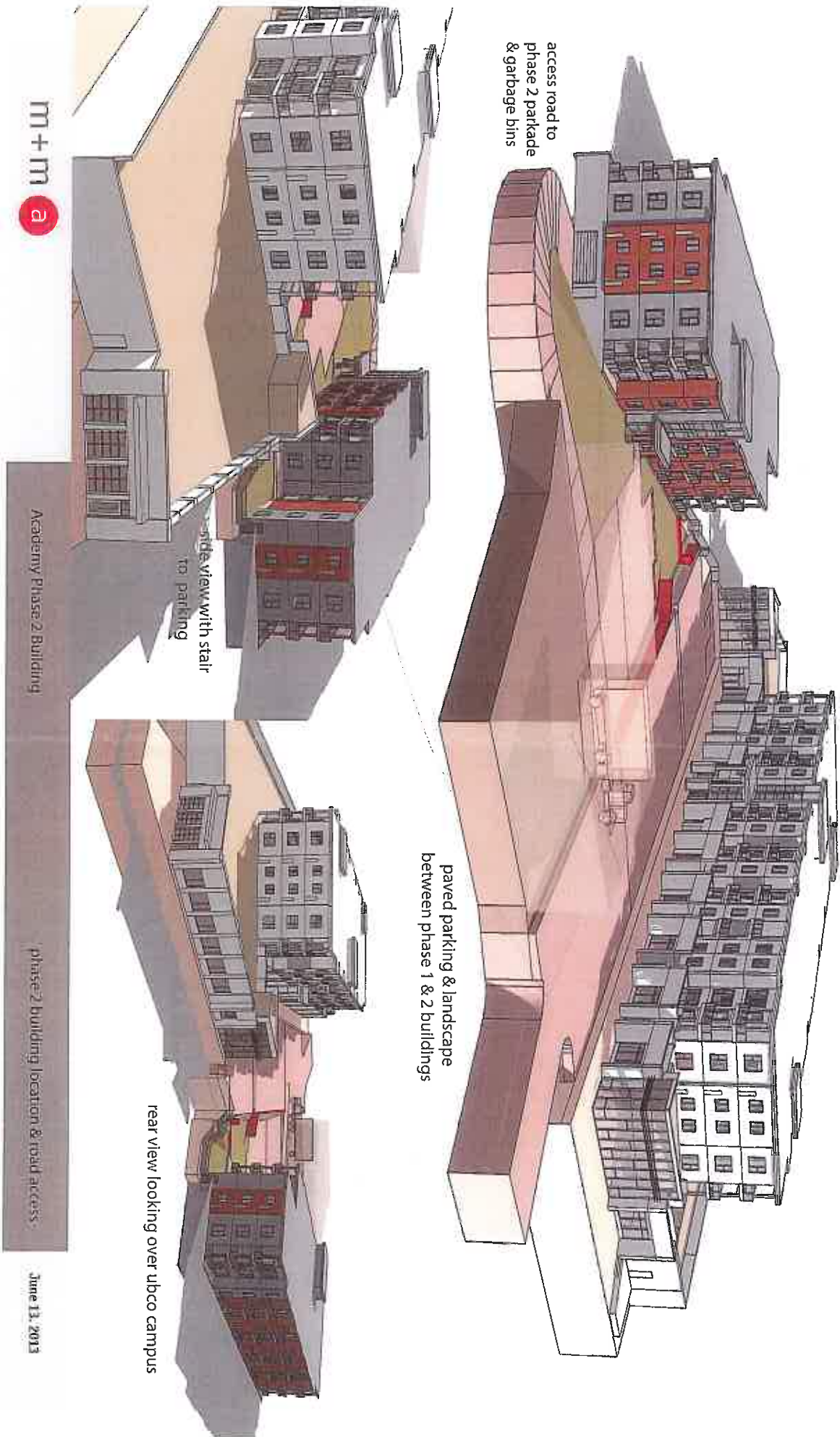
side building view

m + m a

Academy Phase 2 Building

material board

June 13, 2013



access road to phase 2 parkade & garbage bins

paved parking & landscape between phase 1 & 2 buildings

side view with stair to parking

rear view looking over ubco campus

M + M a

Academy Phase 2 Building

phase 2 building location & road access

June 13, 2013





Rev1 Community Gardens removed as per Environment and Land Use Branch comments dated Nov. 28, 2011

**m+m**
  
 MEDICIN ARCHITECTS INC.
   
**cto**
  
 CONSULTING ENGINEERS PLANNING URBAN DESIGN
   
**CONCEPTUAL LANDSCAPE PLAN**
  
 REPORT TITLE - 0309 CONCEPT PLAN, MEDICIN
   
 OCT 19, 2011

# CONTEXT PLAN

### NOTES

- 1. This plan is conceptual and for informational use only. It is subject to change and does not constitute any form of contract.
- 2. The site is located in the City of Medicine Hat, Alberta. All planning and zoning regulations apply.
- 3. All landscape elements are subject to change without notice.
- 4. All landscape elements are subject to change without notice.
- 5. All landscape elements are subject to change without notice.
- 6. All landscape elements are subject to change without notice.
- 7. All landscape elements are subject to change without notice.
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- 9. All landscape elements are subject to change without notice.
- 10. All landscape elements are subject to change without notice.

**LEGEND**

- CONCEPTUAL TREES
- LANDSCAPE PLANTING SCHEDULE
- EXISTING AND PROPOSED BUILDINGS
- EXISTING AND PROPOSED PARKING
- EXISTING AND PROPOSED PATHS
- EXISTING AND PROPOSED FENCES
- EXISTING AND PROPOSED WALLS
- EXISTING AND PROPOSED UTILITIES
- EXISTING AND PROPOSED STORMWATER
- EXISTING AND PROPOSED SEWER
- EXISTING AND PROPOSED WATER
- EXISTING AND PROPOSED GAS
- EXISTING AND PROPOSED ELECTRIC
- EXISTING AND PROPOSED TELEPHONE
- EXISTING AND PROPOSED CABLE
- EXISTING AND PROPOSED FIBER OPTIC
- EXISTING AND PROPOSED OTHER



Paved surface  
City of Kelowna  
Maintenance access  
to Storm and  
Sanitary Sewer  
Systems

# PHASE TWO

See  
Schematic  
Section



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Trail connections to  
be determined on site  
to reflect existing grades  
and existing trees



Site furnishings will reflect the existing  
character of the USCO Campus. Modern  
benches currently used on campus will also  
be used on the Academy left development  
and will be complemented with the "P" Elix  
Rock and a Canadian made equivalent of the  
"Casper" litter receptacle.



Gathering Place  
See Phase One  
Landscape Plan

DISCERNING PLANT MATERIAL  
CHARACTER TRENDS



m+m a  
MULLEN METCALF ARCHITECTS INC.  
CTO  
ENGINEERING PLANNING DESIGN INTERIOR

CONCEPTUAL LANDSCAPE PLAN  
1000 BURNHAM HILL - 8990 BURNHAM HILL, KELLOWNA  
July 2013



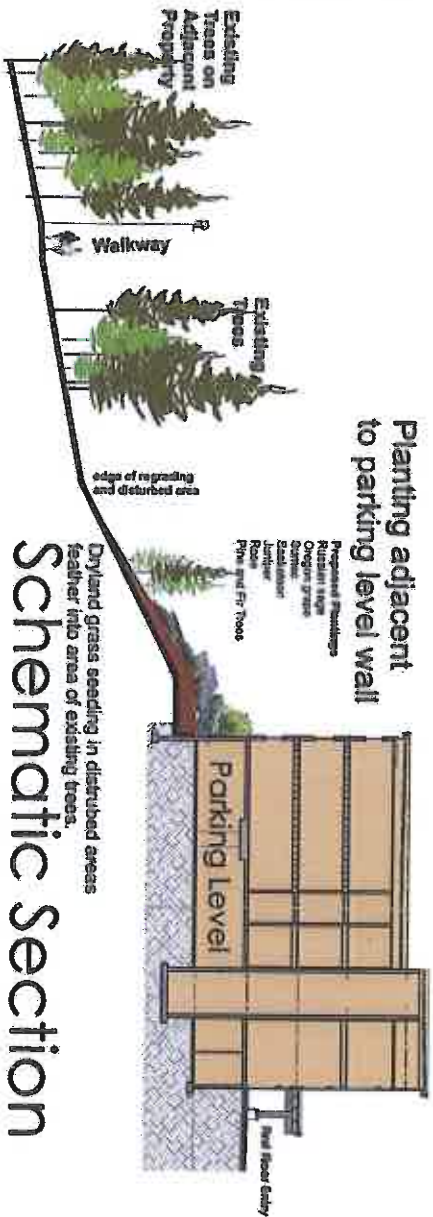
View from Phase Two lower parking level toward John Hinkle Drive



View from John Hinkle Drive approaching site



View from walkway looking back to John Hinkle Drive



Existing



Schematic illustrating proposed wall

# PHASE TWO



# CONCEPTUAL LANDSCAPE PLAN

ACCOMMODATE HILL - 699 ACCOMMODATE HWY., KEMRON

July 2013



Project No.:  
File No.:

July 15, 2013

Attention: Mr. John Hertay  
Highline Realty Ltd

Dear Sir:

**Re: Academy Hill (Building 2- Apartments)**

Please find below, our preliminary landscape cost estimate for Academy Hill Apartments, based on the Landscape Concept Plans, prepared by CTQ Consultants Ltd.

ITEM	UNIT PRICE	UNIT	QTY	SUB-TOTAL
Trees-Deciduous-Large Scale	\$500.00	each	19	\$9,500.00
Trees-Deciduous-Medium Scale	\$350.00	each	8	\$2,800.00
Trees-Coniferous-2m ht	\$350.00	each	42	\$14,700.00
Massed Shrub Planting inc 450 depth topsoil and Mulch	\$55.00	m2	520	\$28,600.00
Native Dryland grass seeding inc 100 depth topsoil	\$7.00	m2	1200	\$8,400.00
Sodded Lawn inc 150 depth topsoil	\$17.00	m2	320	\$5,440.00
<b>Sub-total</b>				<b>\$69,440.00</b>
Irrigation	1	ls	1	\$18,000.00
<b>TOTAL</b>				<b>\$87,440.00</b>

Should you have any questions regarding the foregoing, or require additional information, please contact the undersigned.

**CTQ CONSULTANTS LTD.**

Frank Pohland, BES  
Designer

July 2, 2013

Abigail Riley, Land Use Planner  
City of Kelowna,  
1435 Water Street  
Kelowna, B.C.  
V1Y 1J4

**Academy Apartments Phase 2**

12-1338

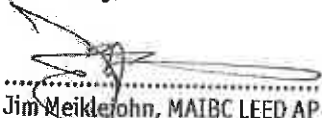
Development Permit Application – “Mixed-use” Development Commentary

We are writing to confirm the design intent for Academy Apartments Phase 2 building as a follow up to your comments on the DP application dated Friday, June 28. This building is the second phase of a three phase, comprehensive new village core in the University Heights neighborhood that we have been developing over several years and with regular involvement of city planning staff. As you know, this building consists of thirty units of residential apartment units in three-storeys over a concrete parking structure. The building occupies a low elevation parcel at the southern boundary of the development site. The parking level of this phase one building is approximately five meters below the parking level of phase one.

The development concept is “three buildings arranged informally around a parking and pedestrian plaza”. The plaza is bounded on its southern face by the phase one building currently under construction; a ‘mixed-use’ building combining ground floor commercial and residential above. Phase 2 (this application) is a 30-unit apartment building and phase 3 is a free standing retail building of slated for commercial purposes. The developer’s intent is to attract a small grocery or market for this building, sorely needed into the University village area.

We are writing to confirm that phases 2 and 3 (taken together) create a similar ratio of “commercial to residential” use as currently planned for phase 1. A quick review shows Phase 1 having approximately 4,500 m<sup>2</sup> of residential floor area and 1,500 m<sup>2</sup> of commercial floor area giving it (roughly) a 3.5:1 ratio “residential to commercial”. Phase 2 is approximately 3,000 m<sup>2</sup> of residential floor area and Phase 3 building is anticipated to be roughly 700 m<sup>2</sup> of commercial floor area suitable for a small grocery making a similar 4:1 ratio “residential to commercial” Phase 2 and 3 have been separated into two distinct buildings to not only create a sense of community and enclosure for the development but also to deal with the challenging access, grading and servicing limitations presented by the property.

Yours Truly,



Jim Meiklejohn, MAIBC LEED AP  
Meiklejohn Architects Inc.  
t. 250-762-3004  
e. jim-mai@shaw.ca

# CITY OF KELOWNA

## APPROVED ISSUANCE OF A:

Development Permit No.:

DP13-0096

EXISTING ZONING DESIGNATION:	C3 - Community Commercial
WITHIN DEVELOPMENT PERMIT AREA:	Comprehensive Development Permit Area

ISSUED TO:	Academy Apartments Ltd., Inc. No. BC0868449
LOCATION OF SUBJECT SITE:	975 Academy Way

	LOT	DISTRICT LOT	TWP	DISTRICT	PLAN
LEGAL DESCRIPTION:	A	10	23	ODYD	EPP16167

### SCOPE OF APPROVAL

- This Permit applies to and only to those lands within the Municipality as described above, and any and all buildings, structures and other development thereon.
- This Permit is issued subject to compliance with all of the Bylaws of the Municipality applicable thereto, except as specifically varied or supplemented by this Permit, noted in the Terms and Conditions below.
- Applicants for a Heritage Alteration Permit should be aware that the issuance of a Permit limits the applicant to be in strict compliance with regulations of the Zoning Bylaw or Subdivision Control Bylaw unless specific Variances have been authorized by the Permit. No implied Variances from bylaw provisions shall be granted by virtue of drawing notations which are inconsistent with bylaw provisions and which may not have been identified as required Variances by the applicant or City staff.

#### 1. TERMS AND CONDITIONS:

1. The dimensions and siting of the building to be constructed on the land be in general accordance with Schedule "A";
2. The exterior design and finish of the building to be constructed on the land be in general accordance with Schedule "B";
3. Landscaping to be provided on the land be in general accordance with Schedule "C", which is to be sealed by a Landscape Architect in good standing prior to permit issuance;
4. The applicant be required to post with the City a Landscape Performance Security deposit in the form of a "Letter of Credit" in the amount of 125% of the estimated value of the landscaping, as determined by a professional Landscape Architect;
5. The third phase of development on the subject property must include a pedestrian connection from phase 2 to phase 3 that features a high standard of landscape design and low-impact retaining;

6. That the Zoning Bylaw requirement for commercial FAR be satisfied in the third phase of the development, as outlined in the attached letter, dated July 2, 2013.

AND THAT the applicant be required to complete the above-noted condition No. 4 within 180 days of Council approval of the Development Permit application in order for the permit to be issued.

- 2. The third and final phase of development on the subject property must feature a high standard of architecture, landscape design, low-impact retaining, and a high level of pedestrian connectivity.
- 3. The development shall commence by and in accordance with an approved Building Permit within ONE YEAR of the date of the Municipal Council authorization resolution.
- 4. That the Zoning Bylaw standard for commercial FAR be satisfied in the third phase of the development, as outlined in the attached letter, dated July 2, 2013.

5. DEVELOPMENT:

The land described herein shall be developed strictly in accordance with the terms and conditions and provisions of this Permit and any plans and specifications attached to this Permit which shall form a part hereof.

If the Permittee does not commence the development Permitted by this Permit within one year of the date of this Permit, this Permit shall lapse.

This Permit is not transferrable unless specifically Permitted by the Municipality. The authorization to transfer the Permit shall, if deemed acceptable, be granted by Council resolution.

**THIS Permit IS NOT A BUILDING Permit.**

6. PERFORMANCE SECURITY:

As a condition of the issuance of this Permit, Council is holding the security set out below to ensure that development is carried out in accordance with the terms and conditions of this Permit. Should any interest be earned upon the security, it shall accrue to the Permittee and be paid to the Permittee if the security is returned. The condition of the posting of the security is that should the Permittee fail to carry out the development hereby authorized, according to the terms and conditions of this Permit within the time provided, the Municipality may use the security to carry out the work by its servants, agents or contractors, and any surplus shall be paid over to the Permittee, or should the Permittee carry out the development Permitted by this Permit within the time set out above, the security shall be returned to the Permittee. There is filed accordingly:

- (a) Cash in the amount of \$                     N/A                    .
- (b) A Certified Cheque in the amount of \$                     N/A                    .
- (c) An Irrevocable Letter of Credit in the amount of \$                     109,300.00                    .

Before any bond or security required under this Permit is reduced or released, the Developer will provide the City with a statutory declaration certifying that all labour, material, workers' compensation and other taxes and costs have been paid.

5. APPLICANT'S AGREEMENT:

I hereby declare that all the above statements and the information contained in the material submitted in support of this Permit are to the best of my belief, true and correct in all respects. Upon issuance of the Permit for me by the Municipality, then in such case, I covenant and agree to save harmless and effectually indemnify the Municipality against:

- (a) All actions and proceedings, costs, damages, expenses, claims, and demands whatsoever and by whomsoever brought, by reason of the Municipality granting to me the said Permit.

- (b) All costs, expenses, claims that may be incurred by the Municipality if the construction by me of engineering or other types of works as called for by the Permit results in damages to any property owned in whole or in part by the Municipality or which the Municipality by duty or custom is obliged, directly or indirectly in any way or to any degree, to construct, repair, or maintain.

I further covenant and agree that should I be granted a Development Permit or Development Variance Permit, the Municipality may withhold the granting of any occupancy Permit for the occupancy and/or use of any building or part thereof constructed upon the hereinbefore referred to land until all of the engineering works or other works called for by the Permit have been completed to the satisfaction of the Municipal Engineer and Director of Planning & Development Services.

Should there be any change in ownership or legal description of the property, I undertake to notify the Land Use Management Department immediately to avoid any unnecessary delay in processing the application.

**I HEREBY UNDERSTAND AND AGREE TO ALL THE TERMS AND CONDITIONS SPECIFIED IN THIS PERMIT.**

\_\_\_\_\_  
Signature of Owner/Authorized Agent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name in Bold Letters

\_\_\_\_\_  
Telephone No.

**5. APPROVALS:**

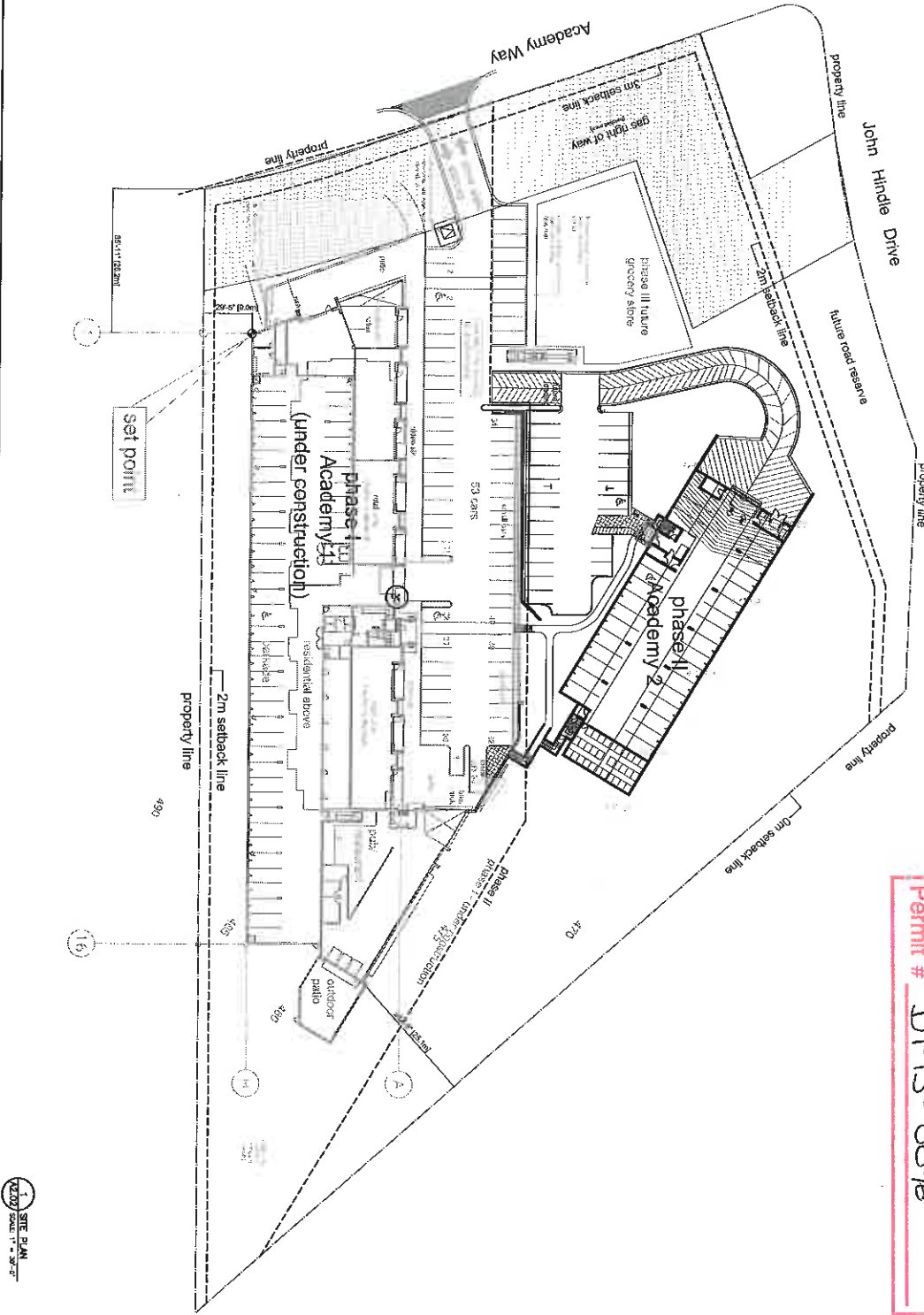
DEVELOPMENT PERMIT AUTHORIZED BY THE COUNCIL ON THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2013

ISSUED BY THE DIVISIONAL DIRECTOR OF COMMUNITY PLANNING AND REAL ESTATE OF THE CITY OF KELOWNA THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2013.

\_\_\_\_\_  
Doug Gilchrist, Divisional Director of Community Planning and Real Estate



**SCHEDULE A**  
 This forms part of development  
 Permit # DP13-0096



MEIKLEJOHN ARCHITECTS INC.  
 222 GARDNER AVENUE  
 4300 WILSON, A.C.  
 TEL: 051 942 2995  
 FAX: 051 942 2995  
 EMAIL: info@mjai.com.au

2013-07-17  
 progress



**ACADEMY HILL PHASE II  
 3-STOREY WITH PARADE  
 30 RESIDENTIAL UNITS**

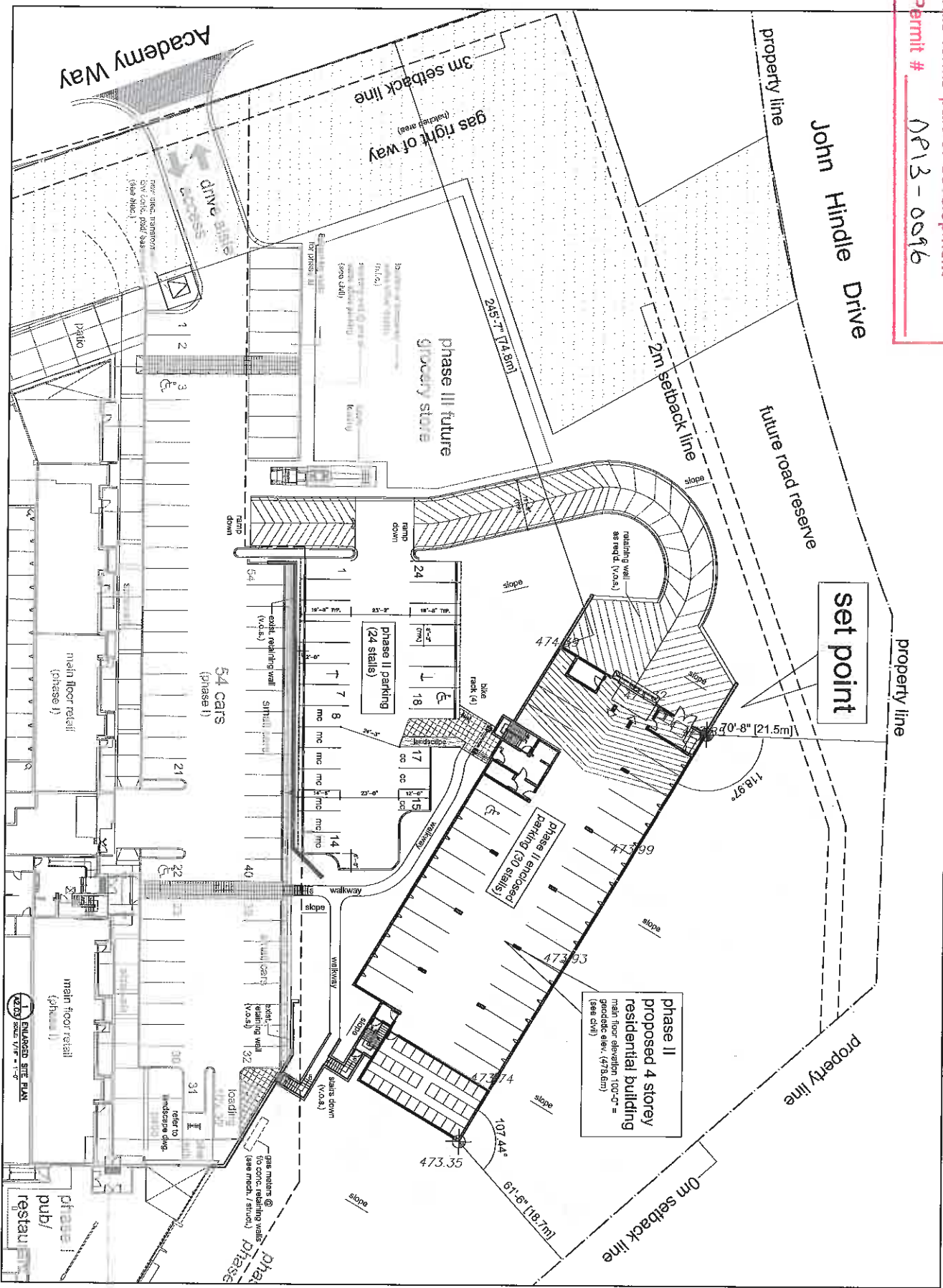
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**A2.02**  
 SITE PLAN

DATE: 2013-07-17  
 DRAWN BY: [Name]  
 CHECKED BY: [Name]  
 APPROVED BY: [Name]

**SCHEDULE A**

Tins forms part of development  
 Permit # **DP13-0096**



227 TORBARRIE AVENUE  
 TORBARRIE, ONTARIO  
 M2C 1P7  
 TEL: 416-291-2399  
 WWW.MEIKLEJOHNARCHITECTS.COM



2013-07-17  
 progress

**A2.03**  
 ENLARGED  
 SITE PLAN

227 ACADAMY WAY, TORBARRIE, ONTARIO  
 MEIKLEJOHN ARCHITECTS INC.  
 DRAWING NO. A2.03  
 DATE: 2013-07-17  
 SCALE: 1/8" = 1'-0"

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2	2013-07-17	ISSUED FOR PERMIT
3	2013-07-17	ISSUED FOR PERMIT
4	2013-07-17	ISSUED FOR PERMIT
5	2013-07-17	ISSUED FOR PERMIT

MEYERLEJOHN ARCHITECTS, INC.  
 1000 W. 10TH AVENUE, SUITE 100  
 DENVER, CO 80202  
 TEL: 303.733.8800  
 FAX: 303.733.8801  
 WWW.MJAI.COM



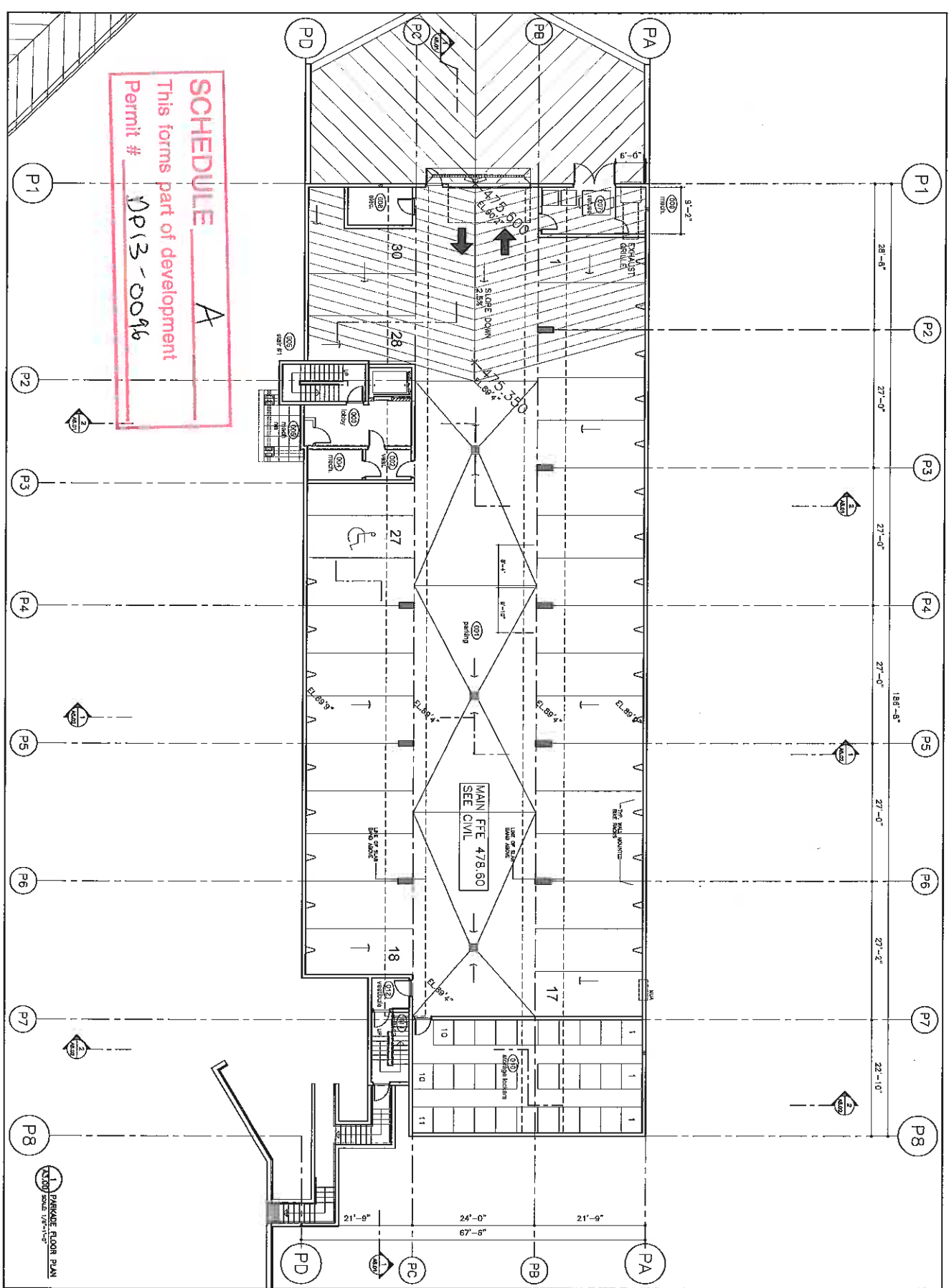
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ACADEMY HILL PHASE II  
 3-STORY WITH PARKADE  
 30 RESIDENTIAL UNITS  
 303 ACADEMY HILL, DENVER, CO 80202

**A3.00**  
 PARKADE FLOOR PLAN



**SCHEDULE A**  
 This forms part of development  
 Permit # DP13-0096

2013-07-17  
 1ST FLOOR PLAN  
 30 RESIDENTIAL UNITS  
 30 RESIDENTIAL UNITS  
 30 RESIDENTIAL UNITS

**m+m a**  
 MEIKLEJOHN ARCHITECTS INC.  
 212 PARKWAY DRIVE  
 WILMINGTON, DE 19804  
 TEL: 302.441.1000  
 EMAIL: info@m+march.com

2013-07-17  
 progress

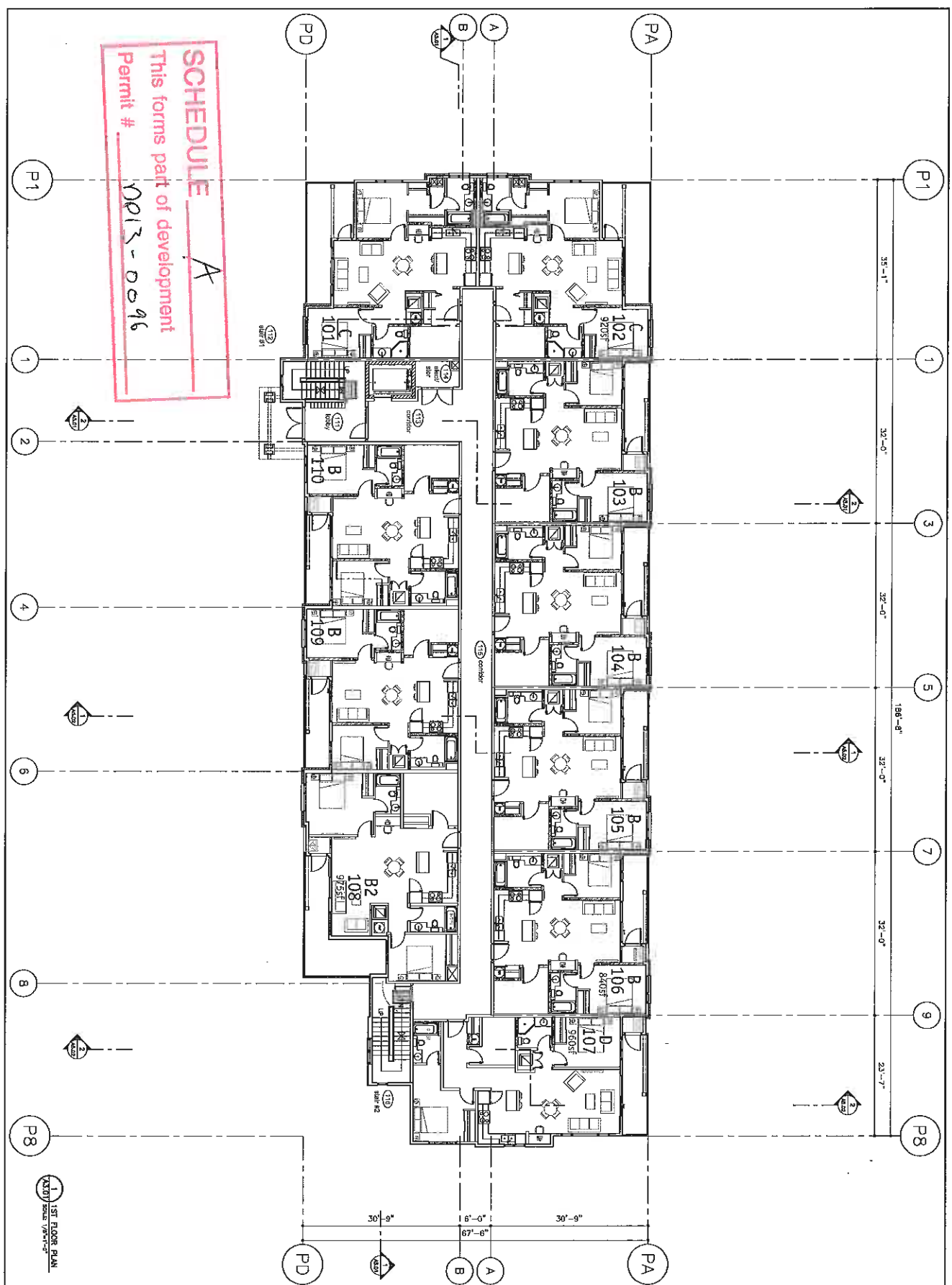


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30	07/17/13	ISSUED FOR PERMIT	MM	MM

**A3.01**

ACADEMY HILL PHASE II  
 3-STORY WITH PARKADE  
 30 RESIDENTIAL UNITS  
 1ST FLOOR PLAN

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DATE: 2013-07-17  
 DRAWN BY: [Signature]  
 CHECKED BY: [Signature]  
 PROJECT: 3RD FLOOR PLAN



2013-07-17  
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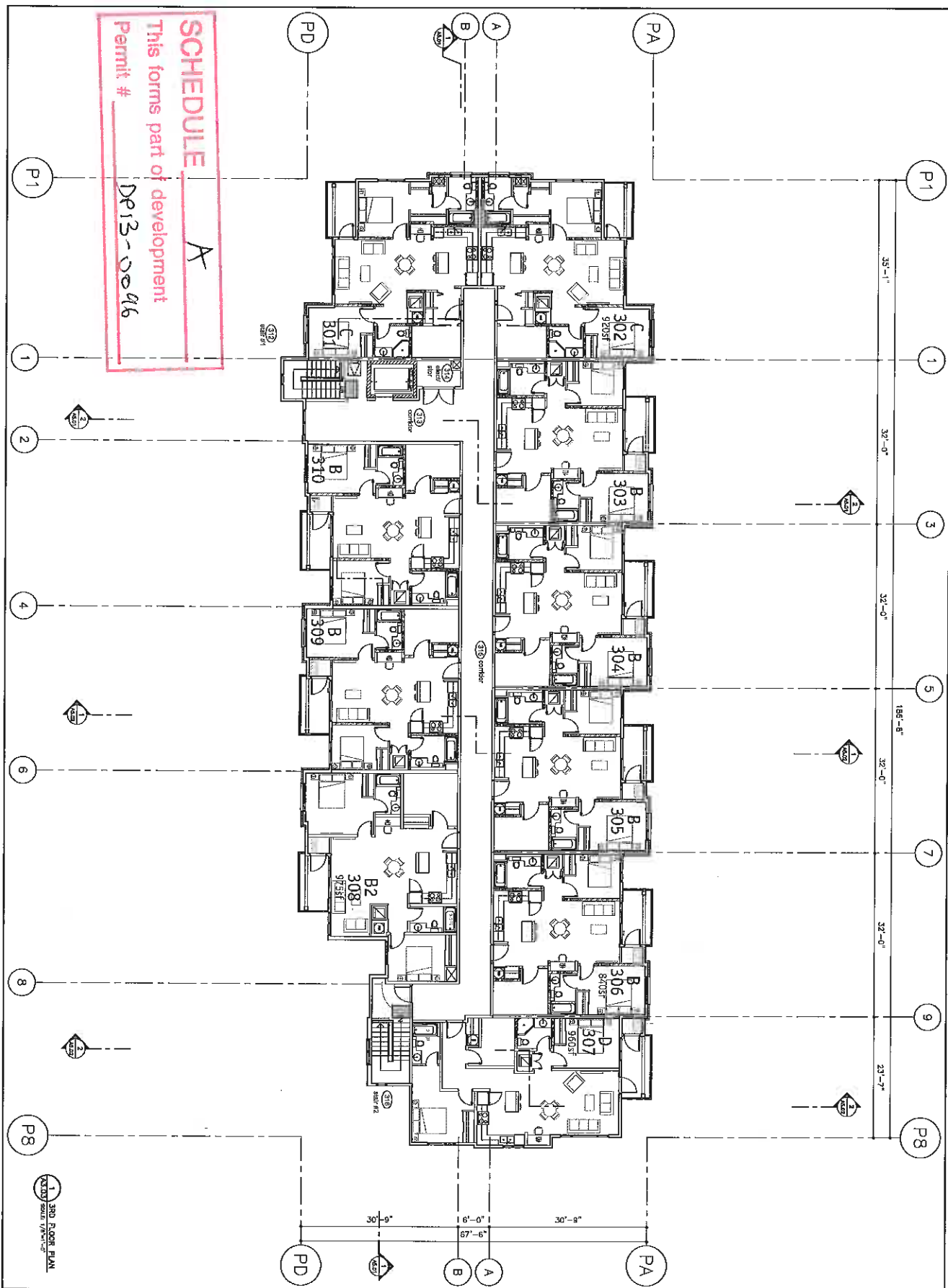
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ACADEMY HILL PHASE II  
 3-STORY WITH PARKADE  
 30 RESIDENTIAL UNITS  
 303 LOCATOR PLAN, EXHIBIT 113A  
 Drawing Number:  
**A3.03**

3RD FLOOR PLAN

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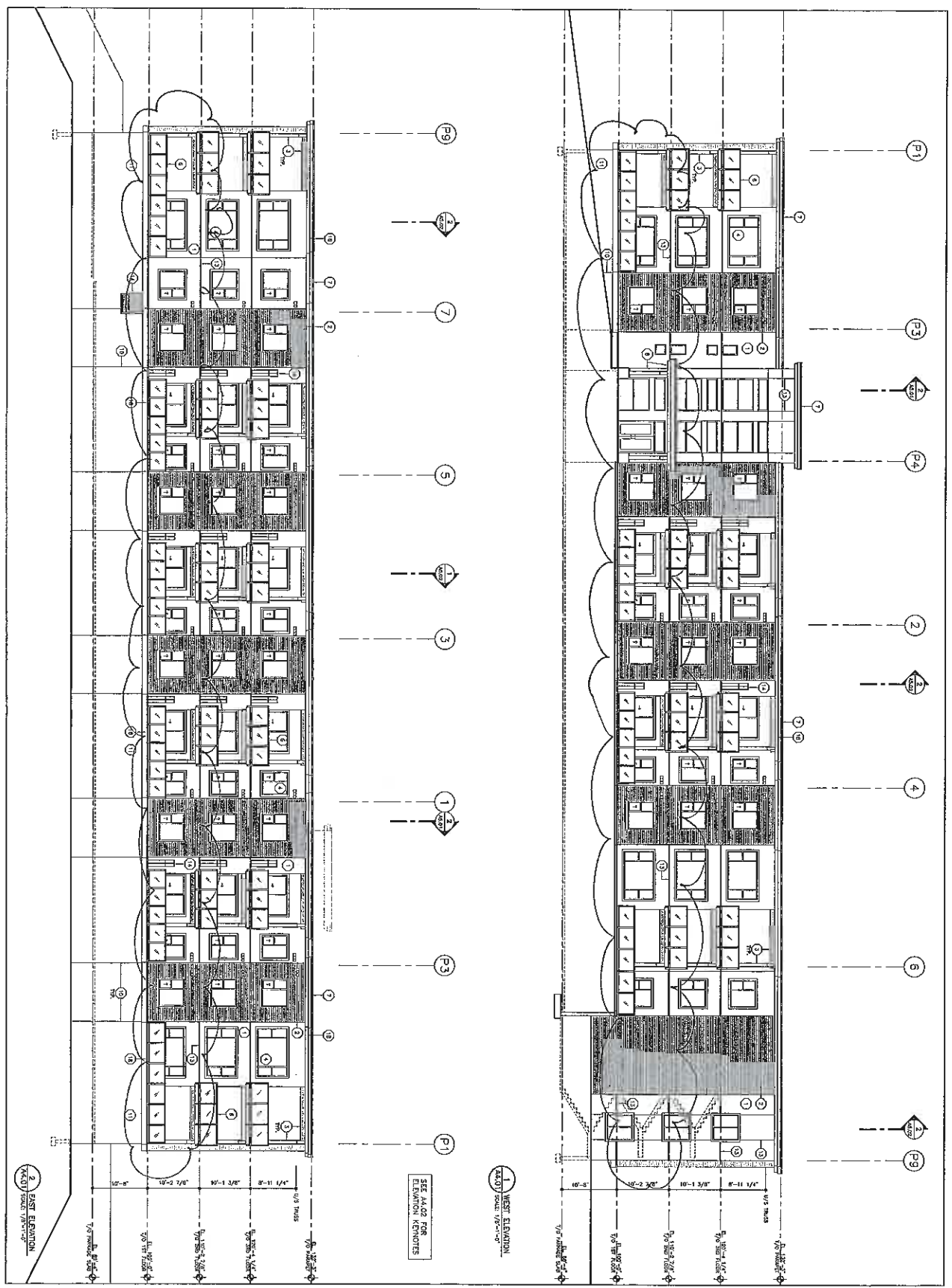


3RD FLOOR PLAN  
 SCALE: 1/8" = 1'-0"

MEIKLEJOHN ARCHITECTS INC.  
 221 E. BROADWAY  
 SUITE 200  
 DENVER, CO 80202  
 303.733.8888  
 MEIKLEJOHNARCHITECTS.COM



2013-06-14  
 DP



ACADEMY HILL PHASE II  
 3-STORY WITH PARKADE  
 30 RESIDENTIAL UNITS  
 30 E. BROADWAY, DENVER, CO 80202

Project Name: A4.01  
 Date: 06/14/2013  
 Drawing No: A4.01

Author: [Name]  
 Designer: [Name]  
 Checker: [Name]  
 Date: [Date]

MEIKLEJOHN ARCHITECTS INC.  
 221 E. BROADWAY  
 SUITE 200  
 DENVER, CO 80202  
 303.733.8888  
 MEIKLEJOHNARCHITECTS.COM

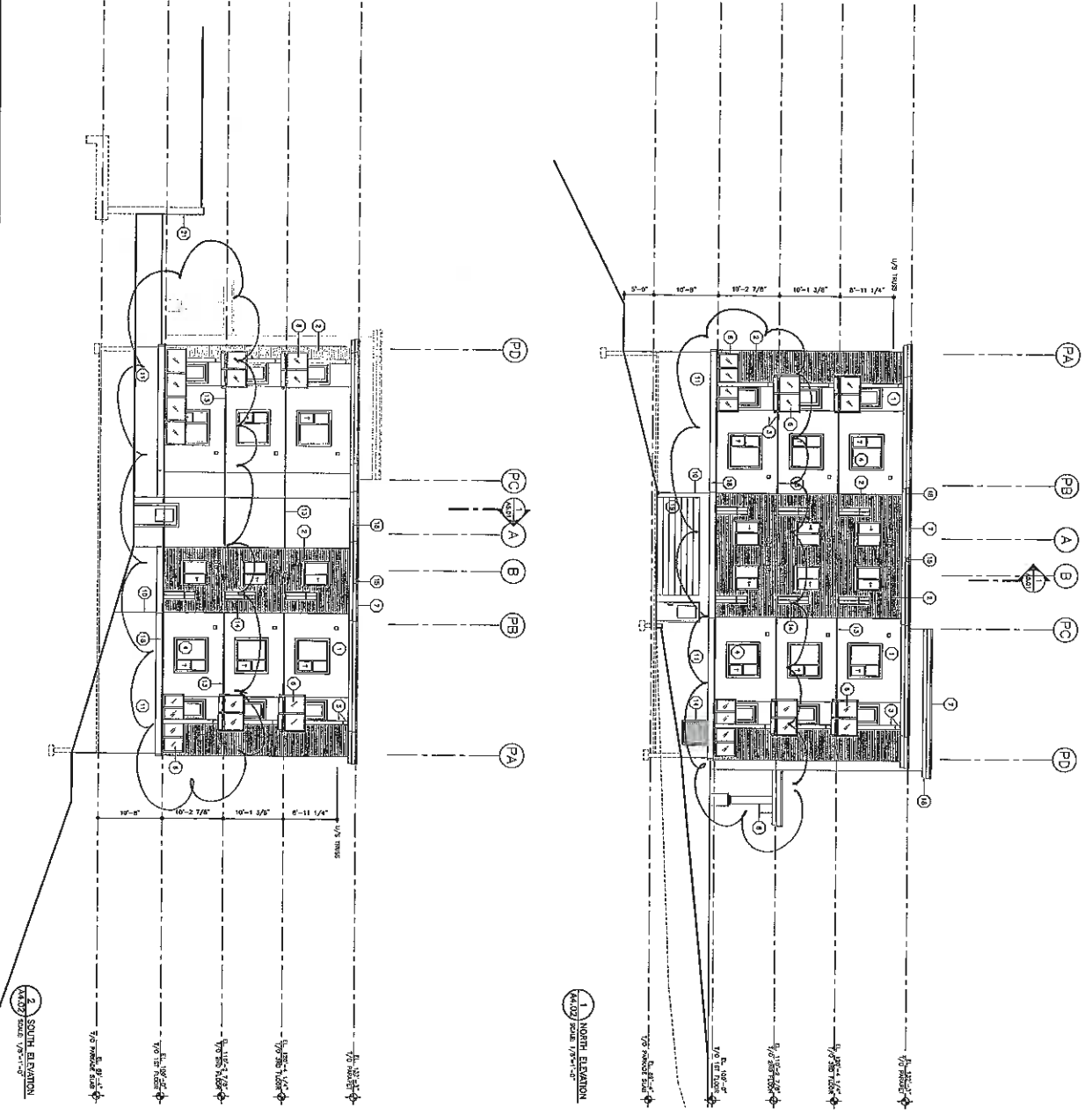
**SCHEDULE A & B**  
 This forms part of development  
 Permit # DP13-0096

2013-06-14  
 111 BROADWAY  
 NEWTON, MA 02459  
 TEL: 617.552.2800  
 MEKLEJOHN ARCHITECTS INC.  
 info@m+e.com  
 meklejohn@meklejohn.com



2013-06-14  
 DP

ELEVATION KEY NOTES	
1	WOOD SHIMS
2	WOOD SHIMMING
3	WOOD SHIMMING - NOT DIMENSIONED / SHIMS
4	WOOD SHIMMING - NOT DIMENSIONED / SHIMS
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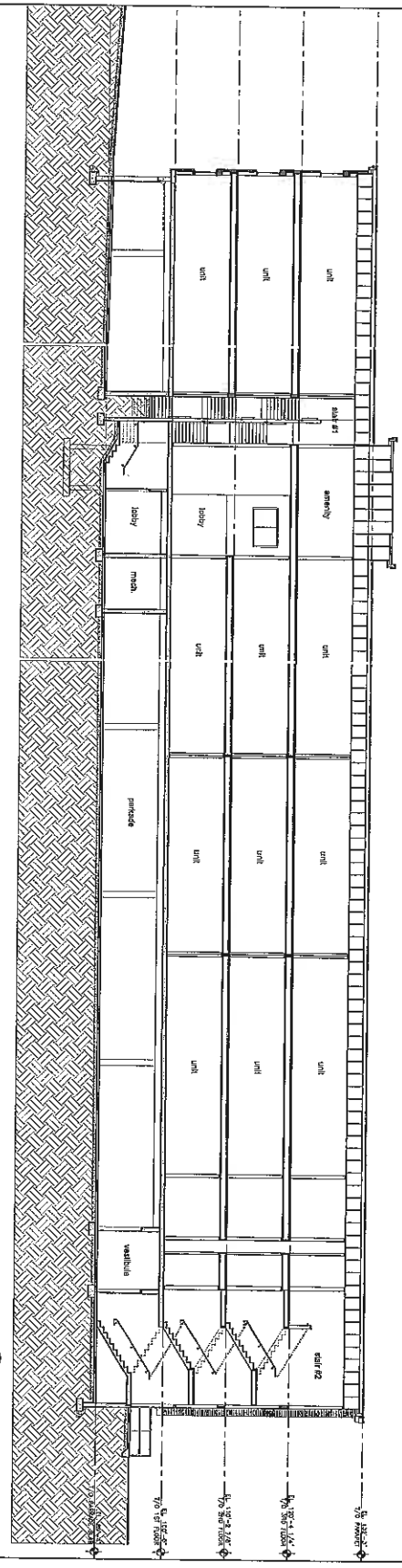


**SCHEDULE A & B**  
 This forms part of development  
 Permit # DP13-0096

Project Name: **ACADEMY HILL PHASE II**  
 3-STORY WITH PARADE  
 30 RESIDENTIAL UNITS  
 515 ACADEMY AVENUE, NEWTON, MA  
 Building Number: **A4.02**  
 SHEET NO. 1 OF 1  
 DATE: 06/14/2013  
 DRAWN BY: [Name]  
 CHECKED BY: [Name]  
 APPROVED BY: [Name]

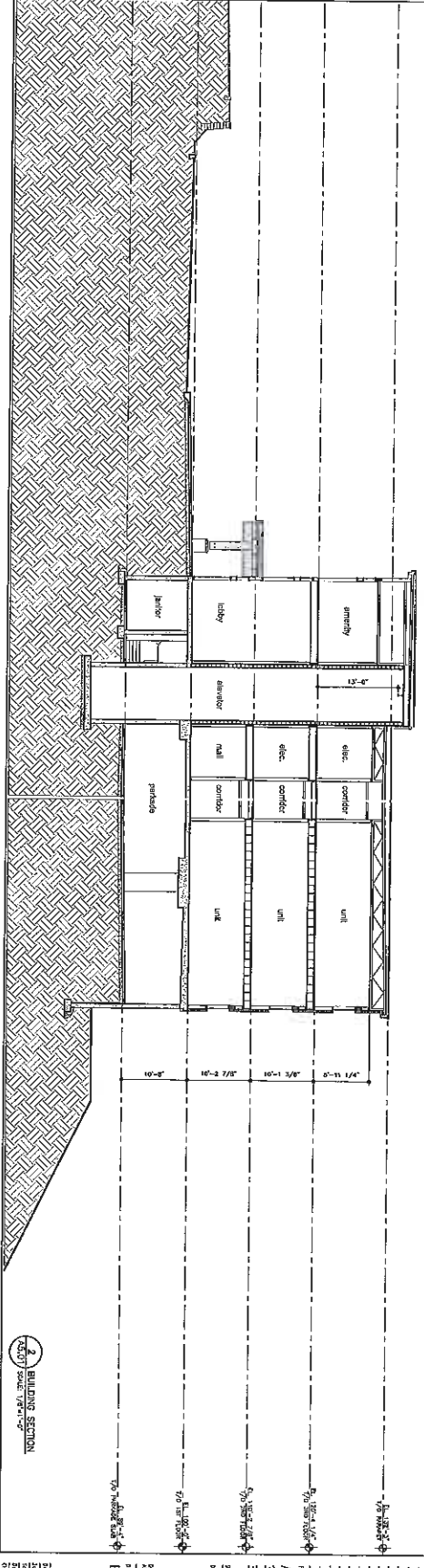


P1 P3 1 3 5 7 P9



1 BUILDING SECTION

P1 P3 P5 P7 P9  
 1 3 5 7  
 P2 P4 P6 P8 P10



2 BUILDING SECTION

DATE	DESCRIPTION
2013-06-14	ISSUED FOR PERMIT
2013-06-14	ISSUED FOR PERMIT
2013-06-14	ISSUED FOR PERMIT

**A5.01**  
 BUILDING SECTIONS

ACADEMY HILL PHASE II  
 3-STORY WITH PARKADE  
 30 RESIDENTIAL UNITS

MEKLEJOHN ARCHITECTS INC.  
 1000 WEST 10TH AVENUE  
 SUITE 100  
 DENVER, CO 80202

2013-06-14  
 DP

**SCHEDULE A & B**  
 This forms part of development  
 Permit # **DP13-0096**

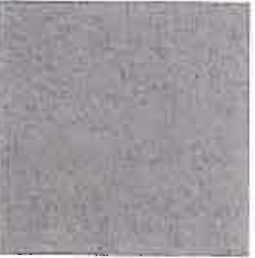


SCHEDULE   3  

This forms part of development  
Permit # DP13-0076



wood post & beam



stucco wall finishes  
darker tone



stucco window trim  
light tone



gentek dark drift  
flashing



mutual materials  
Inca



Academy Phase 2 Building

material board

June 13, 2013

SCHEDULE B

This forms part of development  
Permit # NP13 - 0096



building entry

side building view

m+m a

Academy Phase 2 Building

material board

June 13, 2013

**SCHEDULE B**

This forms part of development  
Permit # DP13-0096

access road to  
phase 2 parkade  
& garbage bins

paved parking & landscape  
between phase 1 & 2 buildings

side view with stair  
to parking

rear view looking over ubco campus

m+m a

Academy Phase 2 Building

phase 2 building location & road access

June 13, 2013

**SCHEDULE**     C    

This forms part of development

Paved surface permit # NP13-20096



Maintenance access to Storm and Sanitary Sewer Systems

# PHASE TWO

**LEGEND**

- EXISTING
- PROPOSED
- REMOVED
- CONSTRUCTION
- LANDSCAPE
- UTILITIES
- ROADWAY
- PAVING
- CONCRETE
- IRON
- STEEL
- WOOD
- GLASS
- STONE
- BRICK
- CEMENT
- ASPHALT
- GRAVEL
- SAND
- SOIL
- ROCK
- VEGETATION
- TREES
- SHRUBS
- GRASS
- FLORALS
- PERENNIALS
- ANNUALS
- HERBS
- EDIBLES
- ORCHARDS
- WATER
- IRRIGATION
- LANDSCAPE LIGHTING
- ART
- SCULPTURE
- BENCHES
- TABLES
- SEATINGS
- PLAY
- SPORTS
- RECREATION
- ENTERTAINMENT
- COMMUNITY
- EDUCATION
- RESEARCH
- INDUSTRY
- OFFICE
- RETAIL
- RESTAURANT
- BAR
- CHEF
- PAstry
- CONFECTIONERY
- BEVERAGE
- WINE
- LIQUOR
- TABACCO
- TOBACCO
- MEAT
- POULTRY
- FISH
- SEAFOOD
- EGGS
- DAIRY
- GRAIN
- LEGUMES
- VEGETABLES
- FRUIT
- HERBS
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- MEAT
- POULTRY
- FISH
- SEAFOOD
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- DAIRY
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- VEGETABLES
- FRUIT

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Trail connections to be determined on site to reflect existing grades and existing trees



Photograph showing site conditions and existing infrastructure

This landscape will reflect the existing character of the UCCO Campus. Existing features currently used on campus will also be used in the Academy Hill development. The hill to be constructed with the 'P' Blue Rock and a Centauri made expression of the 'C' color after re-landscape.



### RECOMMENDED PLANT MATERIAL CHARACTER IMAGES



Gathering Place  
See Phase One Landscape Plan

25 meters

50 75

# CONCEPTUAL LANDSCAPE PLAN

m+m  
MOTION ARCHITECTS INC.  
CTO

ACADEMY HILL - 699 ACADEMY HWY, KIDDERMAN

July 2013

L-1

**SCHEDULE**     C      
 This forms part of development  
 Permit # DP13-0076



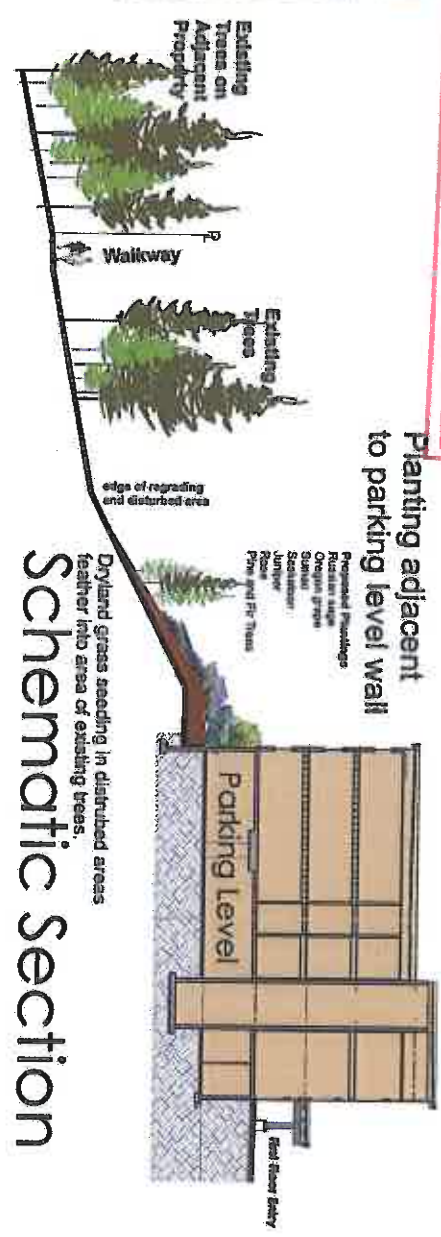
View from Phase Two lower parking level toward John Hinckle Drive



View from John Hinckle Drive approaching site



View from walkway looking back to John Hinckle Drive



**Schematic Section**



Existing



Schematic illustrating proposed wall

**PHASE TWO**



**CONCEPTUAL LANDSCAPE PLAN**  
 ACACANT HILL - 692 ACACANT WAY, KALAMANDI

July 2013







Project No.:  
File No.:

July 15, 2013

Attention: Mr. John Hertay  
Highline Realty Ltd

Dear Sir:

Re: Academy Hill (Building 2- Apartments)

Please find below, our preliminary landscape cost estimate for Academy Hill Apartments, based on the Landscape Concept Plans, prepared by CTQ Consultants Ltd.

ITEM	UNIT PRICE	UNIT	QTY	SUB-TOTAL
Trees-Deciduous-Large Scale	\$500.00	each	19	\$9,500.00
Trees-Deciduous-Medium Scale	\$350.00	each	8	\$2,800.00
Trees-Coniferous-2m ht	\$350.00	each	42	\$14,700.00
Massed Shrub Planting inc 450 depth topsoil and Mulch	\$55.00	m2	520	\$28,600.00
Native Dryland grass seeding inc 100 depth topsoil	\$7.00	m2	1200	\$8,400.00
Sodded Lawn inc 150 depth topsoil	\$17.00	m2	320	\$5,440.00
Sub-total				\$69,440.00
Irrigation	1	ls	1	\$18,000.00
<b>TOTAL</b>				<b>\$87,440.00</b>

Should you have any questions regarding the foregoing, or require additional information, please contact the undersigned.

CTQ CONSULTANTS LTD.

Frank Pohland, BES  
Designer

**SCHEDULE C**  
This forms part of development  
Permit # NP13-0096

July 2, 2013

Abigail Riley, Land Use Planner  
City of Kelowna,  
1435 Water Street  
Kelowna, B.C.  
V1Y 1J4

**Academy Apartments Phase 2**

12-1338


Development Permit Application – “Mixed-use” Development Commentary

We are writing to confirm the design intent for Academy Apartments Phase 2 building as a follow up to your comments on the DP application dated Friday, June 28. This building is the second phase of a three phase, comprehensive new village core in the University Heights neighborhood that we have been developing over several years and with regular involvement of city planning staff. As you know, this building consists of thirty units of residential apartment units in three-storeys over a concrete parking structure. The building occupies a low elevation parcel at the southern boundary of the development site. The parking level of this phase one building is approximately five meters below the parking level of phase one.

The development concept is “three buildings arranged informally around a parking and pedestrian plaza”. The plaza is bounded on its southern face by the phase one building currently under construction; a ‘mixed-use’ building combining ground floor commercial and residential above. Phase 2 (this application) is a 30-unit apartment building and phase 3 is a free standing retail building of slated for commercial purposes. The developer’s intent is to attract a small grocery or market for this building, sorely needed into the University village area.

We are writing to confirm that phases 2 and 3 (taken together) create a similar ratio of “commercial to residential” use as currently planned for phase 1. A quick review shows Phase 1 having approximately 4,500 m2 of residential floor area and 1,500 m2 of commercial floor area giving it (roughly) a 3.5:1 ratio “residential to commercial”. Phase 2 is approximately 3,000 m2 of residential floor area and Phase 3 building is anticipated to be roughly 700 m2 of commercial floor area suitable for a small grocery making a similar 4:1 ratio “residential to commercial” Phase 2 and 3 have been separated into two distinct buildings to not only create a sense of community and enclosure for the development but also to deal with the challenging access, grading and servicing limitations presented by the property.

Yours Truly,



.....  
Jim Meiklejohn, MAIBC LEED AP

Meiklejohn Architects Inc.  
t. 250-762-3004  
e. jim-mai@shaw.ca

# REPORT TO COUNCIL



**Date:** July 16, 2013  
**RIM No.** 1250-30  
**To:** City Manager  
**From:** Land Use Management, Community Sustainability (BD)  
**Application:** Z11-0018 **Owner:** Gwynne Johnson  
**Address:** 1500 Friesen Road **Applicant:** Gwynne Johnson  
**Subject:** Rezoning Application, Extension Request  
**Existing OCP Designation:** Single / Two Unit Residential  
**Existing Zone:** RR3 - Rural Residential 3  
**Proposed Zone:** RU6 - Two Dwelling Housing

---

## 1.0 Recommendation

THAT in accordance with Development Application Procedures Bylaw No. 10540, the deadline for the adoption of Amending Bylaw No. 10536, Lot 14, Section 35, Township 26, ODYD, Plan 18660, located on 1500 Friesen Road, Kelowna, BC be extended from May 31, 2013 to May 31, 2014.

## 2.0 Purpose

To extend the date for adoption of the Zone Amending Bylaw for an additional 12 months to facilitate the rezoning of the subject property from the RR3 - Rural Residential 3 zone to the RU6 - Two Dwelling Housing zone in order to construct a duplex.

## 3.0 Land Use Management

Section 2.12.1 of Procedure Bylaw No. 10540 states that:

In the event that an application made pursuant to this bylaw is one (1) year old or older and has been inactive for a period of six (6) months or greater:

- a) The application will be deemed to be abandoned and the applicant will be notified in writing that the file will be closed;
- b) Any bylaw that has not received final adoption will be of no force and effect;

c) In the case of an amendment application, the City Clerk will place on the agenda of a meeting of **Council** a motion to rescind all readings of the bylaw associated with that Amendment application.

Section 2.12.2 Upon written request by the applicant prior to the lapse of the application, **Council** may extend the deadline for a period of twelve (12) months by passing a resolution to that affect.

By-Law No. 10536 received second and third readings on May 17, 2011 after the Public Hearing held on the same date. The applicant wishes to have this application remain open for an additional six months in order to secure the finance costs to meet site servicing requirements. This project remains unchanged and is the same in all respects as originally applied for.

The Urban Planning Department recommends Council consider the request for an extension favourably, but given the amount of time that has lapsed, this will be the last favourable extension.

**Report prepared by:**

\_\_\_\_\_  
Birte Decloux, Land Use Planner

**Reviewed by:**

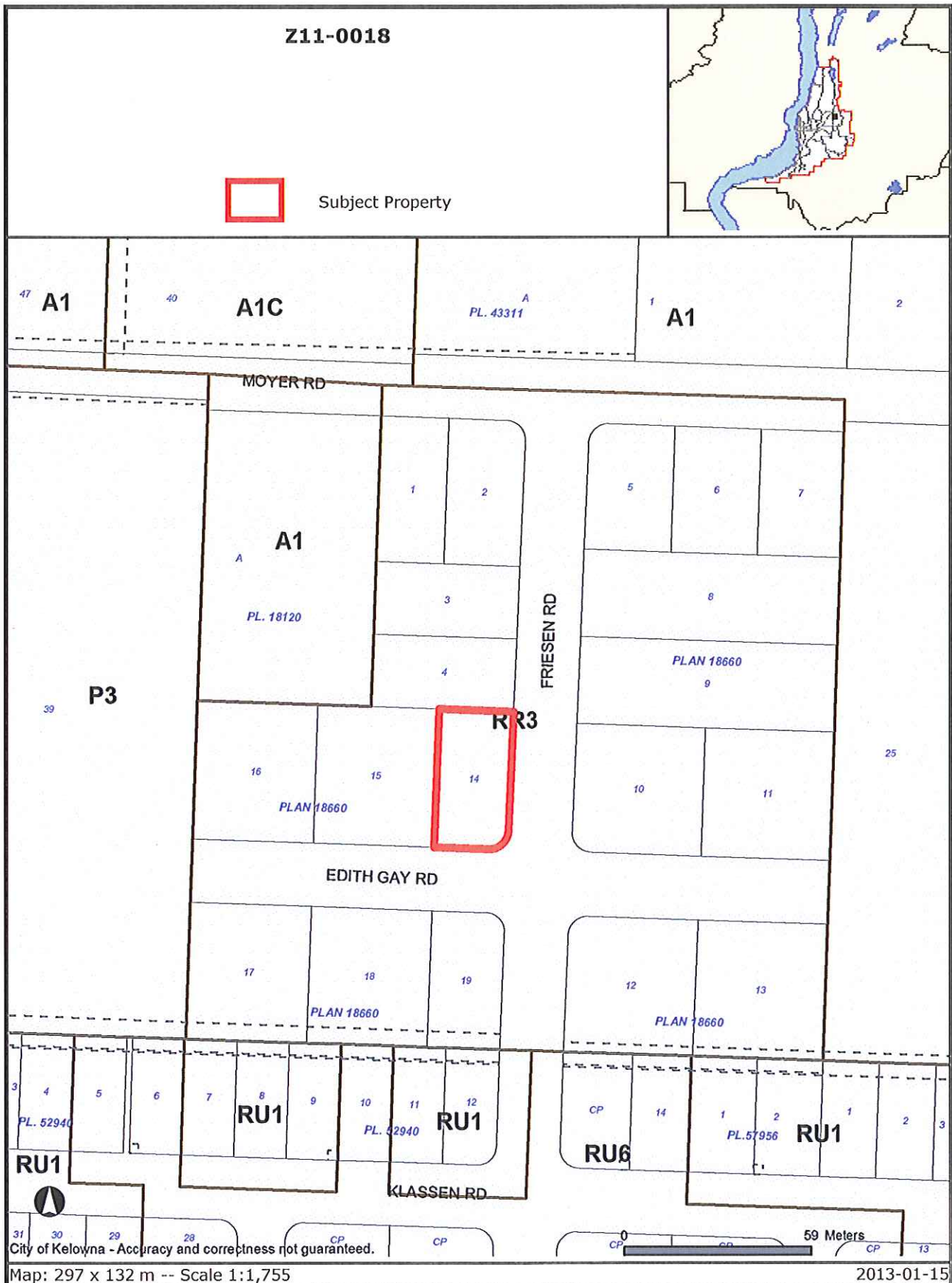
Danielle Noble, Urban Land Use Manager

**Approved for Inclusion**

Doug Gilchrist, Divisional Director,  
Community Planning and Real Estate

**Attachments:**

Site Plan



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:** July 23, 2013  
**Rim No.** 0100-00  
**To:** City Manager  
**From:** J. Vos, Divisional Director, Infrastructure  
**Subject:** Provincial Printed Paper and Packaging Financial Incentives

---

## **Recommendation:**

THAT Council receives the report from the Divisional Director, Infrastructure dated July 23, 2013, with respect to the Provincial Printed Paper and Packaging Financial Incentives;

AND THAT Council receives the Central Okanagan Regional District Report dated June 18, 2013 and the PowerPoint presentation by the Regional Manager of Environmental Services regarding this same subject;

AND THAT Council accept the financial incentives offered by Multi Material British Columbia for the curbside collection, recycling depot service, residential education and service administration;

AND THAT Council enter into a contract with Multi Material British Columbia for a term that coincides with the term of the curbside collection program (April 2016);

AND FURTHER THAT Council direct staff to come back as part of the 2014 Budget Process to identify the reductions to the City's residential collection and waste reduction costs by incorporating the financial incentives offered by Multi Material British Columbia.

## **Purpose:**

To inform Council of the Provincial changes to the residential recycling program and the financial incentives being offered by Multi Material BC. Council is also being requested to accept these incentives and to enter into a contract with Multi Material BC.

## **Background:**

In May, 2011 the Province of British Columbia added Schedule 5 packaging and printed paper to the Recycling Regulation of the *Environmental Management Act*. The addition of Schedule 5 resulted in the producers of packaging and printed paper becoming responsible for the

collection, resident education, processing, and recycling/disposal of packaging and printed paper. Producers organized to form and support Multi Material British Columbia (MMBC) which is a not-for-profit organization formed to develop and implement a residential stewardship plan for packaging and printed paper. The Province approved the stewardship plan for packaging and printed paper on April 22, 2013. MMBC and the Province expect the program to be implemented by May 19, 2014. The program targets more materials than our present curbside and depot recycling programs currently offered in our Region. The stewardship organization (Multi Material British Columbia) that will be administering the program has offered local governments financial incentives to continue to be responsible for the day-to-day operations of the recycling programs. The 2013 budgeted expense for the Region and its member municipalities to operate these programs is approximately \$3,042,541.82 and the financial incentives that could be realized based on 2012 program performance and future expectations is \$3,229,880.25. By supporting the recommendations to accept the financial incentives and entering into a contract with Multi Material British Columbia we will minimize financial, environmental and social risk to Central Okanagan residents that may result from MMBC's packaging and printed paper program. MMBC has given local governments in British Columbia until September 16, 2013 to respond to their offer.

As the attached Regional District report identifies, in addition to an expanded recycling program, there is significant direct cost benefit to the City, on behalf of its residential customers, to accept the financial incentives offered by MMBC. The current recycling program would be expanded to permit recycling of the following additional materials: styrofoam, single use beverage containers, aseptic and poly coated containers, multi-laminated packaging, aerosol cans and spiral wound cans. It should be noted that this program does not apply to commercial and industrial customers.

Currently, all city residents on the City's residential garbage and recycling program pay for all waste, recycling and yard waste services through two parcel taxes on the annual tax notice. The Collection Fee parcel tax of \$88.88 for 2013 covers the costs of contracted weekly garbage collection, biweekly recycling pickup, and seasonal biweekly yard waste collection. The Solid Waste Reduction Service (SWRS) fee of \$108.42 covers the cost of landfill disposal of all residentially collected garbage, Regional Waste Reduction Office Operation and Programs, Recycled Material Processing, and Collection Cart financing.

Staff recommends that the financial incentives received from MMBC for curbside collection should be used to reduce the cost to our residential property owners since they will be paying for their recycling services in this new program through the products they purchase. The Collection Fee can be reduced for the cost of recycling pickup. The Solid Waste Reduction Fee can be reduced in a number of areas with the financial incentives for Regional Waste Reduction Service cost reductions and recycled material processing cost elimination. The anticipated reduction to the combined parcel tax fees are estimated to be in excess of \$40 annually. The exact amount of reduction will be determined as part of the 2014 City Budget process in December of this year. It should be noted that for 2014 the incentives are for approximately 7 months (June - December) and therefore any parcel tax reductions would be for a part year. The full parcel tax reductions would show on subsequent years on the annual residential tax notice.

As the Regional Report, which has been approved by the Regional Board, identifies a decision by the municipalities is required by no later than September 16, 2013. Staff recommend accepting the incentives and entering into a contract as they allow the municipalities to remain directly involved to help smooth the transition from the current residential recycling program to MMBC's packaging and printed paper program. This also ensures the City does not have to risk incurring potential costs associated with breaking our current curbside collection contract.

**Internal Circulation:**

Director, Financial Services  
Divisional Director, Civic Operations  
Solid Waste Supervisor  
Financial Projects Manager  
Divisional Director, Communications & Information Services


**Financial/Budgetary Considerations:**

By entering into this contract some costs that are currently paid by residential properties via parcel taxes will be covered by the contract with MMBC.

**Considerations not applicable to this report:**

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

Submitted by:

  
John Vos, P. Eng.  
Divisional Director, Infrastructure

cc: K. Grayston, Director, Financial Services  
J. Creron, Divisional Director, Civic Operations  
Gordon Light, Solid Waste Supervisor  
G. Filafilo Financial Projects Manager  
C. Weaden, Divisional Director, Communications & Information Services

Attachments: Regional District Report  
Powerpoint





Agenda No: \_\_\_\_\_

Mtg. Date: \_\_\_\_\_

# Regional Board Report

**TO:** Regional Board  
**FROM:** Manager of Environmental Services  
**DATE:** June 18, 2013  
**SUBJECT:** Provincial Printed Paper and Packaging Financial Incentives

---

## RECOMMENDATION:

**THAT** the Regional Board accept the financial incentives offered by Multi Material British Columbia for curbside collection, recycling depot service, resident education and service administration.

**AND THAT** the Regional District enter into a contract with Multi Material British Columbia for a term that coincides with the term of the Regional District's curbside collection contract (April, 2016).

---

## Implications of Recommendation:

Strategic Plan: Sustainability  
Social: Ensure high service level  
Environmental: Solid Waste Management.  
Financial: New significant revenue source

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## Executive Summary:

A provincial program targeting packaging and printed paper is expected to be implemented by May 19, 2014. The program targets more materials than our current curbside and depot recycling programs. The stewardship organization (Multi Material British Columbia) that will be administering the program has offered local governments financial incentives to continue to be responsible for the day-to-day operations of the recycling programs. The 2013 budgeted expense for the Region and its member municipalities to operate these programs is approximately \$3,042,541.82 and the financial incentives that could be realized based on 2012 program performance and future expectations is \$3,229,880.25. By supporting the recommendations to accept the financial incentives and entering into a contract with Multi Material British Columbia we will minimize financial, environmental and social risk to Central

Okanagan residents that may result from MMBC's packaging and printed paper program. MMBC has given local governments in British Columbia until September 16, 2013 to respond to their offer.

**Background:**

In May, 2011 the Province of British Columbia added Schedule 5 packaging and printed paper to the Recycling Regulation of the Environmental Management Act. The addition of Schedule 5 resulted in the producers of packaging and printed paper becoming responsible for the collection, resident education, processing, and recycling/disposal of packaging and printed paper. During the remainder of 2011 and the first half of 2012 producers organized to form and support Multi Material British Columbia. Multi Material British Columbia (MMBC) is a not-for-profit organization formed to develop and implement a residential stewardship plan for packaging and printed paper. During the second half of 2012 MMBC developed the initial draft of the Packaging and Printed Paper Stewardship Plan. MMBC completed extensive stakeholder consultation on the draft plan and submitted the plan to the Province for approval on November 19, 2012. After two updates and resubmissions the Province approved the stewardship plan for packaging and printed paper on April 22, 2013. MMBC and the Province expect the program to be implemented by May 19, 2014. Highlights of the approved plan include:

- Under Schedule 5 of the Recycling Regulation, the packaging and printed paper program is to address residential premises and municipal property that is not industrial, commercial or institutional property (eg. plazas, parks, streetscape).
- Overarching objective – continuous improvement in recovery effectiveness and efficiency without undermining existing packaging and printed paper recovery efforts in British Columbia.
- MMBC will assume responsibility for driving residential packaging and printed paper collection and recycling activity in BC, effectively replacing the role that local governments have historically played.
- MMBC will contract qualified collectors and processors to provide the service.
- The approach to delivery of packaging and printed paper collection services is based on providing opportunity for those that are currently involved (eg. local government)
- Financial incentives will be offered to qualified contractors.
- Where single-family and multi-family residents deliver packaging and printed paper to curbside, MMBC will offer a financial incentive to local government for the provision of services that include collection and resident education.
- Where local government declines the offer, MMBC will implement a competitive procurement process for collection services.
- To operate depots for receiving packaging and printed paper from residents, MMBC will offer financial incentive to any interested party.
- Where local governments accept the financial incentive, a resident's contact for inquiries about collection services will be their local government. Where local governments decline, a resident's contact for inquiries about collection services will be MMBC.
- MMBC will contract directly for post-collection services (i.e. sorting, baling, marketing) where a local government is not a primary processor (i.e. owns and operates a processing facility).

- Producers will be required to pay fees to MMBC to cover costs associated with collection, processing, education and administration.
- It is estimated by MMBC that approximately 97% of packaging and printed paper supplied to BC households will be included in the program and 3% will be the focus of research and development activities. MMBC’s goal is to collect all packaging types by 2017.
- Packaging and printed paper will be managed according to the pollution prevention hierarchy shifting as much of the currently unrecyclable material from landfilling into energy recover up the hierarchy to recycling.
- The Provincial Recycling Regulation requires that a stewardship plan provide reasonable and free access to collection facilities.

MMBC’s packaging and printed paper program is designed to take over our current programs for curbside recycling collection, recycling depot service, recycling processing, resident education, and associated service administration. The Province requires MMBC to fund the entire cost of operating and administering the program.

MMBC’s packaging and printed paper includes all the materials currently included in the Central Okanagan’s curbside and depot recycling programs and several additional materials including Styrofoam, multi-laminated packaging, single-use beverage containers, and spiral wound cans.

On May 31, 2013 MMBC provided the financial incentives it will be offering to local government to provide curbside and depot collection, resident education and service administration services. The offer is non-negotiable and can be accepted or dismissed by local government. If dismissed, MMBC will provide the service. Below is summary of the financial incentives offered by MMBC and how they compare with our current cost of providing the service.

There are two financial incentives for curbside collection of recyclables. The first is a flat rate per household (HH) serviced and the second is a performance bonus that is based on the amount of recyclables collected from each household.

Curbside Collection Financial Incentives offered by MMBC		
Single-stream – curbside PPP excluding glass		
>2 HH/ha	\$32.00/HH/yr	n/a
0.2 to 2 HH/ha	\$34.00/HH/yr	CoK (1.33), WK (0.66), P (1.32), LC (0.25)
<0.2 HH/ha	\$36.00/HH/yr	RDCO electoral areas (0.01)

Current contract costs for curbside recycling collection	
City of Kelowna	\$22.70/HH/yr
Other member municipalities	\$32.14/HH/yr

Revenue projections from Curbside Collection Financial Incentives				
Municipality	# households	# households (w/o suites)	Incentive	Projected revenue (annually)
Kelowna	34,793	34,049	\$34.00/HH	\$1,157,666.00
West Kelowna	10,277	10,181	\$34.00/HH	\$ 346,154.00
Lake Country	4,236	3,895	\$34.00/HH	\$ 132,430.00
Peachland	2,376	2,375	\$34.00/HH	\$ 80,750.00
Electoral Areas	1,609	1,604	\$36.00/HH	\$ 57,744.00

Notes:

1. Based on May, 2013 household counts.
2. Electoral Areas only represent those on curbside collection.
3. MMBC does not include legal suites as households.

Curbside Collection Performance Bonus offered by MMBC			
180-199 kg/HH/yr	200-219 kg/HH/yr	220-239 kg/HH/yr	>240 kg/HH/yr
\$/HH	\$/HH	\$/HH	\$/HH
\$1.00	\$2.00	\$3.00	\$4.00

Notes:

1. Current contract costs based on recycling collection representing 26.6% of scheduled collections.
2. Current contract costs include collection service, cart maintenance, and RFID/camera technology.
3. Current contract costs do not include the cost of the cart.
4. Contract costs are fixed for the term of contract.

Revenue projections from the Curbside Collection Performance Bonus		
Municipality	Kg/HH/yr (2012)	Projected bonus (2012)
City of Kelowna	190	\$34,793
District of West Kelowna	195	\$10,277
District of Lake Country	155	\$ 0
District of Peachland	155	\$ 0
Electoral Areas	140	\$ 0

Due to the addition of several new materials to the program it is expected that the kg/HH/yr values will increase throughout the Region as a result of this program. This may lead to additional performance bonus revenue, particularly for the City of Kelowna and the District of West Kelowna.

The financial incentives offered by MMBC for recycling depot service differ from those being offered for curbside collection. Depot incentives are being offered on a per tonne collected basis instead of a per household basis.

Depot Collection Financial Incentives offered by MMBC			
Materials	Depots in areas without PPP curbside collection	Depots in areas with PPP curbside collection	If Baled
	\$/tonne	\$/tonne	\$/tonne
Printed Paper	\$80	\$60	+ \$100
Paper Packaging	\$80	\$60	+ \$100
OCC	\$80	\$60	+ \$100
#2 & #4 PE film	\$175	\$175	+ \$330
Polystyrene foam	\$175	\$175	+ \$330
Metal and others	\$120	\$90	
Glass packaging	\$80	\$80	

Currently the Regional District funds three recycling depots at an approximate annual cost of \$530,000. In addition, the West Electoral Area funds two solid waste transfer stations that include recycling depots. These transfer stations service 1,123 households that are not on curbside service. The approximate cost to operate the recycling depot component of the transfer stations is \$36,000. Depot and transfer station operations are contracted out and the contract expires June 30, 2014.

Revenue projections from Depot Collection Financial Incentives			
	2013 budget (minus transport)	Projected revenue (2012)	Projected revenue if changed to curbside collection
Recycling Depots	\$530,000 (\$375,000)	\$137,250	
Transfer Station Recycling depots	\$36,000	\$8,000	\$40,428

Notes:

1. Transport currently accounts for 30% of depot operational costs.
2. MMBC has made transport the responsibility of processor.
3. MMBC will deduct 25% due to influence of ICI.
4. Our 2013 budget does not include accepting styrofoam (increased cost).

The financial incentive for resident education is being offered on a per household basis. Resident education costs include the direct costs associated with advertising, education programs, and print material costs and do not include staff time and overhead.

Resident Education (available to local governments accepting collection incentive)	Top Up	If also operating depot
	\$/HH	\$/HH
Curbside households	\$0.75	\$0.25
Multi-family building households	\$1.00	\$0.25
Depot only households	\$0.75	

Based on a household count of 52,104 (not including basement suites) on curbside collection and 1,123 on depot only service the projected revenue from the Resident Education financial incentive is \$52,946.25 (if operating depots) and \$39,920.25 (if not operating depots). The Regional District's 2013 budget for resident education related to packaging and printed paper is approximately \$25,000. Staff expects the annual budget to increase to between \$40,000 and \$50,000 for at least the first two years after the implementation of the MMBC packaging and printed paper program due to effort required to education residents on the program changes (eg. new materials).

The financial incentive for Service Administration is being offered on a per household basis. Service administration includes staff time and overhead.

Service Administration (available to local governments accepting collection incentive)	Top Up
	\$/HH
Curbside households	\$2.50
Multi-family building households	\$2.50
Depot only households	\$2.50

Based on a household count of 52,104 (not including basement suites) on curbside collection and 1,123 on depot only service the projected revenue from the Service Administration financial incentive is \$133,067.50. The Regional District's 2013 budget for service administration related to packaging and printed paper is approximately \$85,000. Staff expects the annual budget to increase to between \$95,000 and \$105,000 for at least the first two years after the implementation of the MMBC packaging and printed paper program due to the proposed changes and increased effort related to resident education.

The following table represents a summary of the financial incentives described above. In addition, it provides further information on the savings that the Regional District will realize due to MMBC taking over recycling processing including transport of recyclables from depots.

	2013 budgeted expense	MMBC Revenue (based 2013 households)	Notes
City of Kelowna curbside	\$ 789,801.10	\$1,157,666.00	Does not including performance bonus
West Kelowna curbside	\$ 330,302.78	\$ 346,154.00	
Lake Country curbside	\$ 136,145.04	<b>\$ 132,430.00</b>	
Peachland curbside	\$ 76,364.64	\$ 80,750.00	
Electoral Areas curbside	\$ 51,713.26	\$ 57,744.00	
<b>Electoral Areas transfer</b>	<b>\$ 36,000.00</b>	<b>\$ 8,000.00</b>	
<b>Recycling Depot</b>	<b>\$ 530,000.00</b>	<b>\$ 137,250.00</b>	
Resident Education	\$ 25,000.00	\$ 39,603.75	Expenses expected to increase by between \$25,000 and \$40,000
Service Administration	\$ 85,000.00	\$ 133,067.50	
Processing net rebates	\$ 982,215.00	\$1,137,215.00	MMBC takes over processing and depot transport
<b>Region wide total</b>	<b>\$3,042,541.82</b>	<b>\$3,229,880.25</b>	

### Conclusion:

The recommendations are targeted to minimize financial, environmental and social risk to Central Okanagan residents that may result from MMBC's packaging and printed paper program. By the Regional District and its member municipalities remaining directly involved during the transition from the current residential recycling program to MMBC's packaging and printed paper program we will ensure that the transition occurs as smoothly as possible for the public while benefitting from the financial incentives offered by MMBC. At the end of our current curbside contract (April, 2016) the transition period should be finished and the Regional District and member municipalities can re-evaluate their role in MMBC's program.

Dismissing the financial incentives offered by MMBC and our role in residential recycling increases the risk of public disruption, reduced recycling rates and higher financial costs due not realizing the financial incentives but still incurring costs associated with breaking our curbside contract (\$1,000,000 to \$2,000,000), resident education and service administration.

MMBC has given local governments in British Columbia until September 16, 2013 to respond to their offer. Regional District staff are prepared to submit the required information to MMBC on behalf of all member municipalities. The Regional District will receive all financial incentives for Electoral Area curbside and depot service, resident education, and service administration and member municipalities will receive all financial incentives for curbside collection in their municipality. Staff from the Regional Solid Waste Technical Committee and senior staff from each member municipality support these conclusions and recommendations.

This is for your consideration.

Submitted by:



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Peter Rotheisler, M.Sc., P.Ag.  
Manager of Environmental Services

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Chris Radford  
Director of Community Services

**Considerations not applicable to this report:**

Legal/Statutory Consideration  
Organizational

Approved for Board's Consideration

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Brian Reardon, CAO





# Provincial Printed Paper and Packaging Financial Incentives

June/July, 2013

# Recommendation

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- ▶ **THAT** the Regional Board accept the financial incentives offered by Multi Material British Columbia for curbside collection, recycling depot service, resident education and service administration.
- ▶ **AND THAT** the Regional District enter into a contract with Multi Material British Columbia for a term that coincides with the term of the Regional District's curbside collection contract (April, 2016).

# Introduction

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- Province added Packaging and Printed Paper (PPP) to Recycling Reg. (EMA)
  - May, 2011
- Multi Material BC (MMBC) formed (mid, 2011)
  - not-for-profit
  - stewardship organization
- MMBC Board has representatives from key PPP industries
- Province approved MMBC PPP stewardship plan on April 22, 2013
  - Highlights of plan are provided in the Board report
- Program start May 19, 2014

# Introduction (Targeted Materials)

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## Packaging

“a material, substance or object that is used to protect, contain or transport a commodity or product, or attached to a commodity or product or its container for the purpose of marketing or communicating information about the commodity or product”

## Printed Paper

“paper that is not packaging, but is printed with text or graphics as a medium for communicating information, and includes telephone directories, but does not include other types of bound reference books, bound literary books, or bound text books”.

# Introduction (Targeted Materials)

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- Very detailed list
  - MMBC estimate 97% included
  - 3% excluded – R&D
- Everything in our current Curbside and Depot program plus
  - Styrofoam
  - Single use beverage containers
  - Aseptic containers and poly coated containers
  - Multi-laminated packaging
  - Aerosol cans
  - Spiral wound cans

# Introduction continued

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- Newest Extended Producer Responsibility (EPR) program
- Targeting
  - Residential and public space (streetscape, parks)
    - Public space is not addressed in this presentation
  - EXCLUDED – (ICI) industrial, commercial, institutional and (D&C) demolition, construction

# Introduction continued

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- Designed to take over:
  - Collection (curbside & depot)
  - Processing (sorting, baling and marketing)
  - Resident Education and Service Administration

# Introduction continued

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- MMBC is offering financial incentives (payment) to local governments for
  - Collection (Depot, Curbside, Multifamily);
  - Resident education
  - Administrative services
- NOT for processing (MMBC eliminating local government)
  - except those that own and operate facility



# Financial Incentives

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Local government have been offered financial incentives for:

- Curbside collection
- Depot collection
- Multi-family collection (apartment buildings)
  - n/a in RDCO
- Resident Education
- Administrative Services

The offer is non-negotiable and can be accepted or dismissed.

If dismissed, MMBC will provide the service

# Curbside Collection Financial Incentives

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- Each member municipality has a separate contract for curbside collection
- RDCO does day to day contract administration on behalf of member municipalities (MOU, 2008)
- Contract language is the same (financial terms differ)
- Contracts expire April, 2016

# Curbside Collection Financial Incentives

## Curbside Collection Financial Incentives offered by MMBC

Single-stream – curbside PPP excluding glass

>2 HH/ha	\$32.00/HH/yr	n/a
0.2 to 2 HH/ha	\$34.00/HH/yr	CoK (1.33), WK (0.66), P (1.32), LC (0.25)
<0.2 HH/ha	\$36.00/HH/yr	RDCO electoral areas (0.01)

## Current contract costs for curbside recycling collection

City of Kelowna	\$22.70/HH/yr
Other member municipalities	\$32.14/HH/yr

Notes:

1. Current contract costs based on recycling collection representing 26.6% of scheduled collections.
2. Current contract costs include collection service, cart maintenance, and RFID/camera technology.
3. Current contract costs do not include the cost of the cart.
4. Contract costs are fixed for the term of contract.

# Curbside Collection Financial Incentives

Revenue projections from Curbside Collection Financial Incentives				
Municipality	# households	# households (w/o suites)	Incentive	Projected revenue (annually)
Kelowna	34,793	34,049	\$34.00/HH	\$1,157,666.00
West Kelowna	10,277	10,181	\$34.00/HH	\$ 346,154.00
Lake Country	4,236	3,895	\$34.00/HH	\$ 132,430.00
Peachland	2,376	2,375	\$34.00/HH	\$ 80,750.00
Electoral Areas	1,609	1,604	\$36.00/HH	\$ 57,744.00

Notes:

1. Based on May, 2013 household counts
2. Electoral Areas only represents those on curbside collection
3. MMBC does not include legal suites as households.

# Curbside Collection Financial Incentives

Curbside Collection Performance Bonus offered by MMBC			
180-199 kg/HH/yr	200-219 kg/HH/yr	220-239 kg/HH/yr	>240 kg/HH/yr
\$/HH	\$/HH	\$/HH	\$/HH
\$1.00	\$2.00	\$3.00	\$4.00

Revenue projections from the Curbside Collection Performance Bonus		
Municipality	Kg/HH/yr (2012)	Projected bonus (2012)
City of Kelowna	190	\$34,793
District of West Kelowna	195	\$10,277
District of Lake Country	155	\$ 0
District of Peachland	155	\$ 0
Electoral Areas	140	\$ 0

# Curbside Collection Financial Incentives

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- Performance Bonus system is flawed as it assumes equal residence times and consumption rates throughout the Province
- The implementation of this program will lead to significant increases in the Kg/HH/yr due to the addition of new materials

# Depot Collection Financial Incentives

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- Currently the RDCO funds three recycling depots throughout the Region (West Kelowna, Kirschner, Glenmore Landfill)
- Contracted depot operations (contract expires in June, 2014)
- Depots are staffed and costs include transport
- 2013 Recycling Depot expenses are budgeted at \$530,000
  - Includes glass depots at three additional locations

# Depot Collection Financial Incentives

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- Electoral Areas also fund two solid waste transfer stations (both have recycling depots)
  - Traders Cove
  - North Westside
- Service 1,123 households (no curbside collection)
- Operated by contractor (Contract expires in June, 2014)
- Cost to operate recycling portion budgeted at \$36,000



# Depot Collection Financial Incentives

## Depot Collection Financial Incentives offered by MMBC

Materials	Depots in areas without PPP curbside collection	Depots in areas with PPP curbside collection	If Baled
	\$/tonne	\$/tonne	\$/tonne
Printed Paper	\$80	\$60	+ \$100
Paper Packaging	\$80	\$60	+ \$100
OCC	\$80	\$60	+ \$100
#2 & #4 PE film	\$175	\$175	+ \$330
Polystyrene foam	\$175	\$175	+ \$330
Metal and others	\$120	\$90	
Glass packaging	\$80	\$80	

# Depot Collection Financial Incentives

Revenue projections from Depot Collection Financial Incentives			
	2013 budgeted expense (minus transport)	Projected revenue (2012)	Projected revenue if changed to curbside collection (total \$/HH)
Recycling Depots	\$530,000 (\$375,000)	\$137,250	
Transfer Station Recycling depots	\$36,000	\$8,000	\$40,428

Notes:

1. Transport currently accounts for 30% of depot operational costs.
2. MMBC has made transport the responsibility of processor.
3. MMBC will deduct 25% due to influence of ICI.
4. Our 2013 budget does not include accepting styrofoam (increased cost).

# Depot Collection Financial Incentives

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- Depot collection incentives are targeting private depots with other sources of revenue
- Stand alone depots are not financially sustainable

# Residential Education Top-up Allowance

Resident Education (available to local governments accepting collection incentive)	Top Up	If also operating depot
	\$/HH	\$/HH
Curbside households	\$0.75	\$0.25
Multi-family building households	\$1.00	\$0.25
Depot only households	\$0.75	

- Based on 52,104 households (doesnt include basement suites) on curbside collection and 1,123 on depot only collection
- Projected revenue from education top-up \$52,946.25 (with depots)
- Projected revenue from education top-up \$39,920.25 (without depots)
- 2013 budgeted education expenses related to printed paper and packaging are approximately \$25,000
- Expenses will increase due to differences in program (\$40-\$50,000)

# Service Administration Top-up Allowance

<b>Service Administration</b> (available to local governments accepting collection incentive)	<b>Top Up</b>
Curbside households	\$/HH
Multi-family building households	\$2.50
Depot only households	\$2.50

- Based on 52,104 households on curbside collection and 1,123 on depot only collection
- Projected revenue from service admin top-up \$133,067.50
- 2013 budgeted administration expenses related to packaging and printed paper are approximately \$85,000
- Expenses will increase due to differences in program (\$95-105k)

# Financial Incentive Summary

	2013 budgeted expense	MMBC Revenue (based 2013 households)	Notes
City of Kelowna curbside	\$ 789,801.10	\$1,157,666.00	Does not including performance bonus
West Kelowna curbside	\$ 330,302.78	\$ 346,154.00	
Lake Country curbside	\$ 136,145.04	<b>\$ 132,430.00</b>	
Peachland curbside	\$ 76,364.64	\$ 80,750.00	
Electoral Areas curbside	\$ 51,713.26	\$ 57,744.00	
<b>Electoral Areas transfer</b>	<b>\$ 36,000.00</b>	<b>\$ 8,000.00</b>	
<b>Recycling Depot</b>	<b>\$ 530,000.00</b>	<b>\$ 137,250.00</b>	
Resident Education	\$ 25,000.00	\$ 39,603.75	Expenses expected to increase by between \$25,000 and \$40,000
Service Administration	\$ 85,000.00	\$ 133,067.50	
Processing net rebates	\$ 982,215.00	\$1,137,215.00	MMBC takes over processing and depot transport
<b>Region wide total</b>	<b>\$3,042,541.82</b>	<b>\$3,229,880.25</b>	

# Challenges (risks)

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- Ensuring a smooth transition for Central Okanagan residents
- Depot operations not financially sustainable
- Education related to program changes
- Contamination in recyclables (associated financial penalties)

# Conclusion

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- The recommendations minimize financial, environmental and social risks
- Ensure smooth transition while benefitting from financial incentives
- Re-evaluate after April, 2016 (after transition period)



# Conclusion continued

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- Dismissing our role and any or all of the financial incentives will risk significant public disruption, reduced recycling rates, and higher financial costs
  - Cost of breaking curbside contract (>\$1,000,000)
  - Cost of dealing with public disruption without receiving financial incentives (>\$100,000)

# Conclusion continued

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- Local governments have until Sept. 16, 2013 to accept offer.
- RDCO Staff are prepared to complete the submission to MMBC on behalf of all member municipalities
- Regional District would receive incentives for Electoral Area collection, Regional depot service, resident education and service administration
- Member Municipalities would receive all curbside collection incentives.

# Report to Council



**Date:** July 24, 2013  
**Rim No.** 1620-15  
**To:** City Manager  
**From:** Sport & Event Development Manager  
**Subject:** Event Development Fund

Report Prepared by: Don Backmeyer, Sport & Event Development Manager and Mariko Siggers, Event Development Supervisor

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## **Recommendation:**

THAT Council receives, for information, the Report from the Sport & Event Development Manager dated July 24, 2013 with respect to the Event Development Fund;

AND THAT Council endorses the Event Development Fund Guidelines as attached to the Report of the Sport & Event Development Manager dated July 24, 2013;

AND THAT Council directs staff to administer the funds approved in the 2013 budget according to the Event Development Fund criteria outlined in the Report of the Sport & Event Development Manager dated July 24, 2013;

AND THAT Council directs staff to prepare a budget submission for ongoing funding for the Event Development Fund for consideration as part of the 2014 Provisional Budget process.

**Purpose:** To seek Council's approval to distribute the 2013 Event Development funds as outlined in the report and to seek support for staff to submit a budget submission for ongoing grant funding as part of the 2014 Provisional Budget.

## **Background:**

Kelowna has a long history of hosting events and festivals in sport, recreation and culture. Events and festivals enhance the quality of life in Kelowna and are an essential element in creating complete communities. In the fall of 2012 Council endorsed a new Event and Festival Framework outlining a strategic approach to event development and procurement. The framework included a new event funding strategy with a primary objective of fostering a dynamic event environment in Kelowna through the targeted investment of City of Kelowna resources.

To support advancement of the framework, one-time funding of \$50,000 was approved in the 2013 provisional budget. Staff was directed to, “Establish a comprehensive funding program that demonstrates the City’s commitment to securing and developing events.”

Staff have created the “Event Development Fund Guidelines,” which is designed as a comprehensive funding program that encourages the growth of community events and supports progress in Kelowna’s event market (Appendix 1). While funds are available for a one year pilot project, the funding guidelines describe a multi-year program which will be implemented should on-going funding be available. This funding strategy directly addresses one of the key recommendations from the *2009 City of Kelowna Outdoor Events Plan*:

*“A more comprehensive grants program is needed to support the attraction, enhancement and retention of outdoor events.”*

This development fund complements existing event support programs: the Sport Event Development Grant (\$35,000 fund) which focuses on tournaments, championships and other sport related development initiatives, as well as the Arts, Culture & Heritage Project Grants (\$70,000) which fund events with a cultural focus. Collaborative opportunities exist with Tourism Kelowna’s event fund, enabling resources to be pooled and directed towards events that will elevate Kelowna’s profile.

The City’s investment in a festival or event through this program is motivated by the following values:

- **Alignment with City of Kelowna community sustainability objectives** - reflecting civic commitments to environmental stewardship, healthy active lifestyles, economic vitality and cultural vibrancy
- **Community Spirit** - through celebration, engagement and participation
- **Diversity** - being inclusive and welcoming to all members of the community
- **Excellence** - high quality planning, programming and service delivery
- **Accountability** - to the City of Kelowna as a funder, to participants and the public
- **Leadership** - effective and efficient organizations, delivering high quality events which enhance Kelowna’s image and profile as a host community.

We recognize that strength exists in event delivery from both the private and non-profit sectors; therefore, in accordance with the Community Charter, neither is excluded from the Event Development Fund. The fund will not support events occurring outside of Kelowna, having a political, religious, commercial (tradeshow), health care or social service focus or whose main purpose is fundraising.

Two priorities for event development have been identified:

1. Annual outdoor events with a positive impact on the community; and
2. Events or components of events which are new to Kelowna with the potential to elevate the City’s profile and add a dynamic element which enhances the event landscape.

The desired outcomes of the event funding strategy align with the Event and Festivals Framework and include the following:

1. Events have broad appeal across demographics

2. Consistent quality throughout events
3. Events are financially and environmentally sustainable
4. Events are supported by the community (volunteers, businesses, residents)
5. The community profile is elevated (national/international recognition)
6. Strong partnerships with aligned efforts are developed and maintained

To reach these objectives, a pilot project creating two new funding streams has been developed: the City Services Offset Grant and the Strategic Event Fund.

### **City Services Offset Grant**

- Outdoor events face a unique set of challenges requiring a greater scope in the areas of planning, infrastructure, budget, public impact, security etc. This grant is provided to offset a percentage of City-related costs (i.e., park rental fees, street-sweeping, utility locates, RCMP and bylaw services, traffic support services, and use of City equipment and staff).

Total Grant Amount		\$25,000 unused funds to be carried forward
Minimum Grant		\$200
Maximum Grant	under 2,000 participants	75% of City incurred costs up to \$3,000
	over 2,000 participants	75% of City incurred costs up to \$10,000
Criteria		Annual outdoor public events with multiple components
Approval process		<ul style="list-style-type: none"> <li>• Application form submitted to Outdoor Event Staff</li> <li>• Internal staff evaluation and approval based on criteria</li> </ul>

### **2013 City Services Offset Grant:**

Implementing the pilot project August 1, 2013 leaves five events taking place prior to December 31, 2013 that are eligible to apply. A total of approximately \$14,200 of City incurred costs could be offset through the grant to these events.

Events that took place prior to August 1, 2013 can apply for an offset grant through the pilot project that will be issued in the form of a credit to be used to offset future event related city costs. There are ten of these events with a maximum grant eligibility of \$7,255. In summary, up to \$21,455 of City Services Offset Grant funds could be directed to ongoing events in 2013 based on finalized and tentative Facility Rental Agreements to date (Appendix 2).

### **Strategic Event Fund**

- This fund allows staff to be proactive in seeking events that help create a dynamic environment that aligns with the Event Development Fund objectives and are a good fit for Kelowna. Big events by nature are unique and complex. Securing these events often involves a process of discovery, communication and negotiation. This fund gives staff the ability to be flexible and creative in their approach and provides event organizers with a sense of confidence in the City's commitment to supporting events.
- This fund can also be applied to revitalize an existing event. This can similarly be a

complex and costly process involving strategic planning, engineering, and other technical support.

- The program criteria for this fund are intentionally flexible to reflect the fluid and dynamic nature of events. There is no application process for this fund. Instead, the Sport & Event Development team, in collaboration with Tourism Kelowna and other stakeholders, will proactively research and identify events that will enhance the event landscape.

Total Fund Amount	\$25,000 unused funds to be carried forward
Minimum investment	\$5,000 not to exceed fifty per cent (50%) of event budget
Maximum investment	\$25,000 not to exceed fifty per cent (50%) of event budget
Criteria	<ul style="list-style-type: none"> <li>• Public event with multiple components</li> <li>• New to Kelowna or a significant enhancement of an existing event</li> <li>• One-time or reoccurring event</li> </ul>
Approval process	<ul style="list-style-type: none"> <li>• Discovery process takes place with appropriate stakeholders</li> <li>• Events that meet the criteria and advance the objectives will be considered for funding</li> <li>• Financial support up to \$10,000 is approved by Divisional Director, Active Living and Culture</li> <li>• Financial support over \$10,000 is brought forward for Council consideration</li> </ul>

**2013 Strategic Event Fund:**

There are a number of events that are currently being considering for this pilot project. Staff will continue the investigation process to determine if investment is advantageous.

Should Council approve the recommendations, the next steps include:

- Apply the approved criteria and administer funds accordingly
- Report to Council in the fall of 2013 on the success of the pilot project
- Include any unused funds as part of the regular carry over budget process for use in 2014
- Include a submission to fund this program on an ongoing basis will be included for consideration in the 2014 budget process

**Internal Circulation:** Divisional Director, Active Living & Cultural Services; Manager, Sport & Event Development; Manager, Cultural Services; Director, Communications & Information Services; City Clerk

**Legal/Statutory Authority:** *Community Charter*, Part 3, Divisions 1 and 2.

**Existing Policy:** Sports Event Development Grant - Policy 298 and Arts, Culture & Heritage Project and Operating Grants

**Financial/Budgetary Considerations:** Funding for the pilot program was available through the \$50,000 for Event & Festival Support approved as part of the 2013 budget. Ongoing funding will be requested for 2014.

**Considerations not applicable to this report:**

Legal/Statutory Procedural Requirements:

Personnel Implications:

External Agency/Public Comments:

Communications Comments:

Alternate Recommendation:

Legal/Statutory Procedural Requirements:

Submitted by:

D. Backmeyer, Sports & Events Development Manager

Approved for inclusion:



J. Gabriel, Divisional Director, Active Living & Culture

**Attachments:**

1. Event Development Fund Guidelines
2. 2013 Distribution of City Service Offset Grant

cc: Divisional Director, Active Living & Culture  
Divisional Director, Communications & Information Services  
Divisional Director, Corporate & Protective Services

Event Development Fund

Guidelines

July 2013

**Active Living and Culture**  
1800 Parkinson Way  
Kelowna, BC V1Y 4P9  
TEL 250 469-8800  
FAX 250 862-3326  
recreation@kelowna.ca

kelowna.ca



## INTRODUCTION

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Kelowna has a long history of hosting events and festivals in sport, culture and entertainment. Events and festivals enhance the quality of life in Kelowna and are an essential element in creating complete communities.

The primary objective of the Event Development Fund is to foster a dynamic event environment in Kelowna through the strategic investment of City of Kelowna resources. In doing so, events will have a positive role in advancing Council's priorities:

- Grow our economy
- Enhance citizen's quality of life
- Focus on results
- Deliver on our plan
- Proactive & pragmatic leadership

The City's investment in a festival or event through this program is motivated by the following values:

- ✓ **Alignment with City of Kelowna community sustainability objectives** reflecting civic commitments to environmental stewardship, healthy active lifestyles, economic vitality and cultural vibrancy
- ✓ **Community Spirit** - through celebration, engagement and participation
- ✓ **Diversity** - being inclusive and welcoming to all members of the community
- ✓ **Excellence** - high quality planning, programming and service delivery
- ✓ **Accountability** - to the City of Kelowna as a funder, to participants and the public
- ✓ **Leadership** - effective and efficient organizations, delivering high quality events which enhance Kelowna's image and profile as a host community

## OUTCOMES

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To support annual events that make up Kelowna's dynamic culture as well as new events that add to the festive environment, the Event Development Fund was established. Two streams of financial support were created: the City Services Offset Grant, designed to support annual events by providing City services at a reduced rate; and the Strategic event fund, intended to make an impact through procurement of new events or significant development of existing events.

The desired outcomes of the Event Development Fund include the following:

1. Events have broad appeal across demographics
2. Consistent quality throughout events
3. Events are financially and environmentally sustainable
4. Events are supported by the community (volunteers, businesses, residents)
5. The community profile is elevated (national/international recognition)
6. Strong partnerships with aligned efforts are developed and maintained

## CITY SERVICES OFFSET GRANT

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**Total funding available:** \$25,000

**Minimum grant award:** \$200

**Maximum grant award:** 75 per cent of City service costs to a maximum of \$10,000 for large events (2000+ participants/spectators) and \$3,000 for smaller events (fewer than 2000 participants/spectators)

### Description

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This grant is provided to offset City-related costs of staging annual, festive outdoor public events on City property. City-related service costs can include, but are not limited to, park rental fees, street-sweeping, utility locates, RCMP and bylaw services, traffic support services, and use of City equipment and staff. Event organizers should recognize that many services are provided by the City at no-cost to the organizer directly such as site preparation and rehabilitation, washroom maintenance and site perimeter garbage and roadway control. This grant applies to the costs that are over and above these services.

Outdoor events face a unique set of challenges requiring a greater scope in planning, infrastructure, budget, public impact, security etc. The intention of the grant is to recognize the value annual events have in building community and lasting legacies and to act as an incentive for event organizers to grow, enhance and improve their event. The grant places the City in a strong facilitative role, encouraging organizers to work with staff in the development of their event.

*Examples: single or multi-day events with festival components such as parades, performance stages, merchandising or food service*

### Grant Objectives

---

Objectives have been identified to encourage the development of a dynamic and consistently high quality event culture in Kelowna. Success of the City Service Offset Grant program will be measured by the success of events in the areas listed below.

- |                               |                                  |
|-------------------------------|----------------------------------|
| 1. Develop sustainable events | 4. Establish strong partnerships |
| 2. Collect feedback and adapt | 5. Enhance experiences           |
| 3. Engage the community       | 6. Encourage Legacies            |

### Grant Criteria

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Applications will be evaluated on the ability to demonstrate the following:

- The clarity of project objectives, outputs, deliverables/outcomes, and distinctiveness
- Alignment of the event objectives with some or all of the City's priorities
- A positive contribution to a number to the grant objectives
- How the funding will improve, enhance and/or grow the event that year
- The ability of the applicant to carry out the project

### Eligibility

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To be considered for a City Services Offset Grant, events must meet the following criteria:

- Be annual or reoccurring in nature
- Have more than one component (i.e., a race with a musical component)
- Be held outdoors on City property
- Incur City related costs greater than \$270
- Be accessible to the general public (with or without gated admission)
- Take place within Kelowna or must demonstrate that the majority of services for the event and its participants are provided in Kelowna
- Take place within the calendar year of which the grant is approved
- Applicant must be an incorporated non-profit society, active for at least one full year prior to application, or a private business and in good standing with the City of Kelowna. Individuals are not eligible to apply. Charitable status is not required.

This grant is not intended for the following:

- Events where participation is based on fundraising pledges
- Events which have a liquor license capacity (beverage garden) of greater than 500 (unless the event qualifies for Festival Site Licensing)
- Initiatives which receive other financial or in-kind support from other City of Kelowna sources in excess of 75 per cent of the City related costs. Events which receive other City funding of less than 75 per cent of City related costs are eligible to receive funds from this grant up to a combined total of 75 per cent of the City related costs.
- The first time an event is held in Kelowna
- Events or activities which are politically partisan or primarily focused on commercial activity (tradeshows), education, religion, healthcare, social service or other special interest groups
- Events occurring outside of Kelowna unless the majority of services for the event and its participants are provided in Kelowna
- Expenses related to society/association base operating expenses or deficit management
- Expenses related to damage or loss of City property, garbage removal following the event or any other breaches of permit conditions

## Application Process

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Following event date and location confirmation with the Outdoor Events Coordinators in November, grant applications will be accepted until March 1 each year. All applications received by this date will be evaluated together and funds distributed accordingly. Applications received after March 1 will be considered if funds are available. Should an event gain eligibility after the event takes place (i.e., the event incurs higher costs surpassing the minimum amount for eligibility), the event can apply for retro-active funding if funds are available. This must be done prior to the completion of the Facility Rental Agreement and damage deposit adjustment.

As part of the grant application, the applicant must provide an estimate of city related costs. Events with minimal changes from the previous year can use the past year's total with a two per cent (2%) increase for inflation. Events which plan to increase or decrease their scope significantly will need to communicate with the Outdoor Events Staff to determine an accurate cost estimate.

Grant applications will be reviewed by staff based on the program criteria and will be forwarded to the Divisional Director of Active Living and Culture for final approval. The grant awarded will not exceed 75 per cent of the total estimated City costs and may be less than 75 per cent due to fund availability and event's alignment with grant criteria. The "Facility Use Agreement" for the event will indicate the grant amount awarded. Upon completion of the event, final costs will be calculated and up to a maximum of 75 per cent of City costs or the approved grant amount

(whichever is less) will be applied to the contract.

Appeals can be made directly to the Divisional Director, Active Living and Culture within 30 days of the funding decision.

### **Funding terms and conditions**

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No transfer of funds will occur. Approved grant amount will be tracked through the “Facility Use Agreement” and applied to the final invoice once all costs have been finalized.

Grants will be awarded on an annual basis and will not be guaranteed to any organization for subsequent years. Applicants must clearly demonstrate the event’s capacity for achieving the desired outcomes of the Event Development Fund. Applicants are encouraged to develop a diverse funding/income base and seek self-sufficiency as evidence of a sustainable approach. Applicants may be awarded funds in consecutive years but history of grants received will be taken into consideration.

Applicants already receiving City funding of any kind must note this on their application for consideration. Applicants should also identify other sources of public funding such as grants from other levels of government or regional organizations.

Successful applicants must acknowledge the support of the City of Kelowna in all print and publicity material for the festival or special event (e.g., literature, banners and on-site signs). The City of Kelowna will provide grant recipients with an acknowledgement statement and access to the appropriate materials including logos.

### **Final Report**

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Successful applicants will provide a Final Report in the prescribed format to the City of Kelowna within 90 days of completion of the event. The focus of the final report is to determine how well the event met the objectives of the grant and how the City’s support benefits their organization and future event plans. This report provides an opportunity for event assessment and discussion with staff on future plans for improvement. Receipt of the Final Report is a pre-condition for consideration of an applicant’s future grant applications in any funding program offered by the City of Kelowna.

## STRATEGIC EVENT FUND

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**Total funding available:** \$25,000

**Minimum investment:** \$5,000 not to exceed fifty per cent (50%) of event budget

**Maximum investment:** \$25,000 not to exceed fifty per cent (50%) of event budget

### Description:

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The intention of the Strategic Event Fund is to support event development and assist in procurement of new large-scale participant based or spectator events. These can either be reoccurring or one-time events. In addition, it is designed to provide support for rejuvenation or expansion to radically improve an existing annual community event. These events tend to have significant operating budgets and deliver a positive impact on community profile, tourism and the local economy.

This fund allows staff to be proactive in seeking events that help create a dynamic environment that aligns with the Event Development Fund objectives and are a good fit for Kelowna. Events by nature are unique and complex. Securing these events often involves a process of discovery, communication and negotiation. This fund gives staff the ability to be flexible and creative in their approach and provides event organizers with a sense of confidence in the City's commitment to supporting events.

This fund can also be applied to revitalize an existing event. This can similarly be a complex and costly process involving strategic planning, engineering, and other technical support.

The program criteria for this fund are intentionally flexible to reflect the fluid and dynamic nature of events. There is no application process for this fund. Instead, the Sport & Event Development team, in partnership with Tourism Kelowna and other stakeholders, will proactively research and identify events that will enhance the event landscape.

*Examples: a national or international competition, a national awards celebration, a large multi-day festival featuring international performers, expanding the site of an event, adding additional components to a festival or rebranding an event*

### Fund Objectives

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Objectives have been identified to encourage the development of a dynamic and consistently high quality event culture in Kelowna. Success of the Strategic Event Fund program will be measured by the progress of events in the areas listed below.

1. Creating unique, unforgettable experiences
2. Generating positive exposure for Kelowna
3. Building extensive, long lasting legacies

### Fund Criteria

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Events will be evaluated on the ability to demonstrate the following:

- Significant advances towards the desired outcomes of the Event Development Fund and the objectives of the Strategic event fund
- Ability of the event to have significant economic impact

- The clarity of project objectives, outputs, deliverables/outcomes, and distinctiveness
- The event organizer's capacity to carry out the project
- Opportunity for community involvement (e.g., volunteers, participants, partnerships)
- Sustainability of event financially, environmentally and operationally

### Eligibility

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The event must be one of the following:

- New to Kelowna within the last three (3) years
- An existing event which has a significant new aspect to it
- A project/initiative that will greatly enhance an existing event

In addition, the event must also meet the following requirements:

- Have more than one component (i.e., a race with a musical component)
- Be accessible to the general public (with or without gated admission)
- Take place within Kelowna or must demonstrate that the majority of services for the event and its participants are provided in Kelowna
- Event organizer must be an incorporated non-profit society, active for at least one full year prior to funding approval, or a private business and in good standing with the City of Kelowna. Individuals are not eligible. Charitable status is not required.

This fund is not intended for the following:

- Events where participation is based on fundraising pledges
- Initiatives which receive other financial or in-kind support from other City of Kelowna sources for the same purpose
- Events or activities which are politically partisan or primarily focused on commercial activity (tradeshows), education, religion, healthcare, social service, and/or seek to attract a special interest audience
- Expenses related to society/association base operating expenses or deficit management

### Approval Process

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Event opportunities will be identified through staff, stakeholders, community members, popular culture or otherwise. Events that appear to be a good fit will be researched further. A discovery process will take place involving appropriate staff and community stakeholders such as the Outdoor Events Committee, Tourism Kelowna, Festival's Kelowna and other event organizers.

Financial support of up to \$10,000 can be approved by the Divisional Director, Active Living and Culture; financial support of greater than \$10,000 will be forwarded to Council for consideration.

### Funding terms and conditions

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Approved funding will be issued in stages at the discretion of the Divisional Director, Active Living and Culture. The payment schedule will be based on achievement of key milestones. The following is an example of an appropriate payment schedule:

- 60 per cent upon approval of funding support
- 20 per cent upon issue of Outdoor Event Permit
- 20 per cent upon successful completion of final report

Events are eligible for funding at any time during the first three years of the event. Funds can only

be accessed once per calendar year by any one event. Annual funding is not guaranteed and is subject to annual review and reporting. One-time events may receive funding commitment in advance pending availability of funds.

Event organizers will be required to acknowledge the support of the City of Kelowna in all print and publicity material for the festival or special event (e.g. literature, banners and on-site signs). The City of Kelowna will provide fund recipients with an acknowledgement statement and access to the appropriate materials including logos.

Funds must be used for the purpose for which they were requested. If the nature of the event changes, the event organizer must notify the City as soon as possible. If the festival or event does not occur, or is significantly delayed, the applicant must notify the City as soon as possible and return all unused funds.

### **Final Report**

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Event organizers will provide a Final Report to the City of Kelowna within 90 days of completion of the event. The focus of the final report is to determine how well the event met the objectives of the fund. In the case that a one-time event receives funding in the year(s) prior to the event, a progress report is required annually. Receipt of the Final Report is a pre-condition for events to be considered for any future City funding.

# Report to Council



**Date:** July 22, 2013  
**Rim No.** 1200-40  
**To:** City Manager  
**From:** Gary Stephen, Long Range Planning Manager  
**Subject:** Hospital Area Plan  
Report Prepared by: Lauren Sanbrooks

---

## **Recommendation:**

THAT Council receives for information the report from Policy and Planning, dated July 22, 2013 with respect to the Hospital Area Plan;

AND THAT Council directs staff to proceed with Phase 1 of the Hospital Area Plan as per the details noted in the report from the Long Range Planning Manager dated July 22, 2013.

## **Purpose:**

To proactively plan for and guide future redevelopment opportunities while protecting the integrity of the established neighbourhoods surrounding Kelowna General Hospital.

## **Background:**

The residential area in proximity to the Kelowna General Hospital has a long history of changes due primarily to hospital expansion. Changes affecting the area include: parking management, increased traffic, hospital development creep and the constant change of character to this mature area. Although the pressures have existed for many years, they have recently increased with construction of the new Centennial Building (which includes the ER). The new construction has highlighted the parking issues and land speculation.

Council directed staff on January 28, 2013 to review and report back on the Kelowna General Hospital and Abbott Street Heritage Conservation Area transitional area issues. It is proposed that the neighbourhood issues be further explored and that stakeholders be engaged in discussions to identify potential solutions. The project will be addressed in two phases.



## **Phase 1**

Phase 1 will address Council's 2013 direction to staff and will investigate and address the transitional buffer issues between Kelowna General Hospital and the immediate surrounding neighbourhoods, including the impact on the Abbott Street Heritage Conservation Area, as shown in Attachment A. Specific attention will be focused on Royal Avenue and Christleton Avenue. The principal desired outcome is to determine a solution to the land use encroachment issues in the vulnerable areas between Royal Avenue, Christleton Avenue and the hospital. The estimated project duration for Phase 1 from conception to completion, including discussions with major external stakeholders (e.g.: KGH, Neighbourhood Associations and residents), is estimated to be six months.

The following are the steps that will be used to complete Phase 1 of this project:

1. Complete background research.
2. Research best practices from other municipalities
3. Engage external and internal stakeholders
4. Review and determine land use strategies - Determine appropriate zoning & future land uses for Royal Avenue and Christleton Avenue.
5. Review the Heritage Conservation Area Guidelines and applicable DP Guidelines for Abbott Street and Marshall Street Areas

## **Phase 2**

Phase 2, addressing the larger Health District east of Pandosy Street, would be considered along with other proposed 2014 projects, considering budget and resource allocation priority. With parking issues being a key concern, it is felt prudent to time Phase 2 of the project to coincide with completion of the Parking Strategy (scheduled as a Real Estate and Property Services Department initiative in 2013 and into 2014).

The boundaries of the Phase 2 study area will be determined upon completion of Phase 1.

The following are the steps that will be used to complete Phase 2 of this project should it proceed:

1. Determine boundaries of the Phase 2 study area
2. Review land use regulations included in the Zoning Bylaw and the OCP and recommend changes if necessary
3. Determine servicing implications
4. Review parking impacts and align with Parking Strategy (on-going 2013/2014)
5. Explore methods to encourage sensitive transition to land uses identified in the OCP
6. Review DP Guidelines and revise if necessary

## **Internal Circulation:**

Divisional Director, Community Planning and Real Estate  
Divisional Director, Communications & Information Services  
Acting Director, Real Estate & Property Services

City Clerk, Corporate Services  
Manager, Urban Planning  
Manager, Transportation & Mobility  
Manager, Systems Development  
Subdivision Approving Officer  
Parking Operations Coordinator, Real Estate & Property Services

**Existing Policy:**

OCP Objective 5.20 (Policy 4) - Achieve high quality urban design and appropriate land uses.  
OCP Objective 5.32 (Policy 9) - Ensure the development of institutional facilities meets the needs of residents.  
OCP Objective 9.2 (Policy 4) - Identify and conserve heritage resources.

**Financial/Budgetary Considerations:**

A budget of \$30,000 is available in an existing budget for consultant fees to support the community engagement process for Phase 1.

**External Agency/Public Comments:**

City staff and Council have received numerous complaints about the hospital's impacts from residents living in or concerned with the neighbourhood as well as from Neighbourhood Associations (FRACAS / KSAN) representatives. Complaints have been in the form of letters, emails and walk in visits.

**Considerations not applicable to this report:**

Legal/Statutory Authority  
Legal/Statutory Procedural Requirements  
Personnel Implications  
Communications Comments  
Alternate Recommendation

Submitted by:

L. Sanbrooks, Planner

Approved for inclusion:



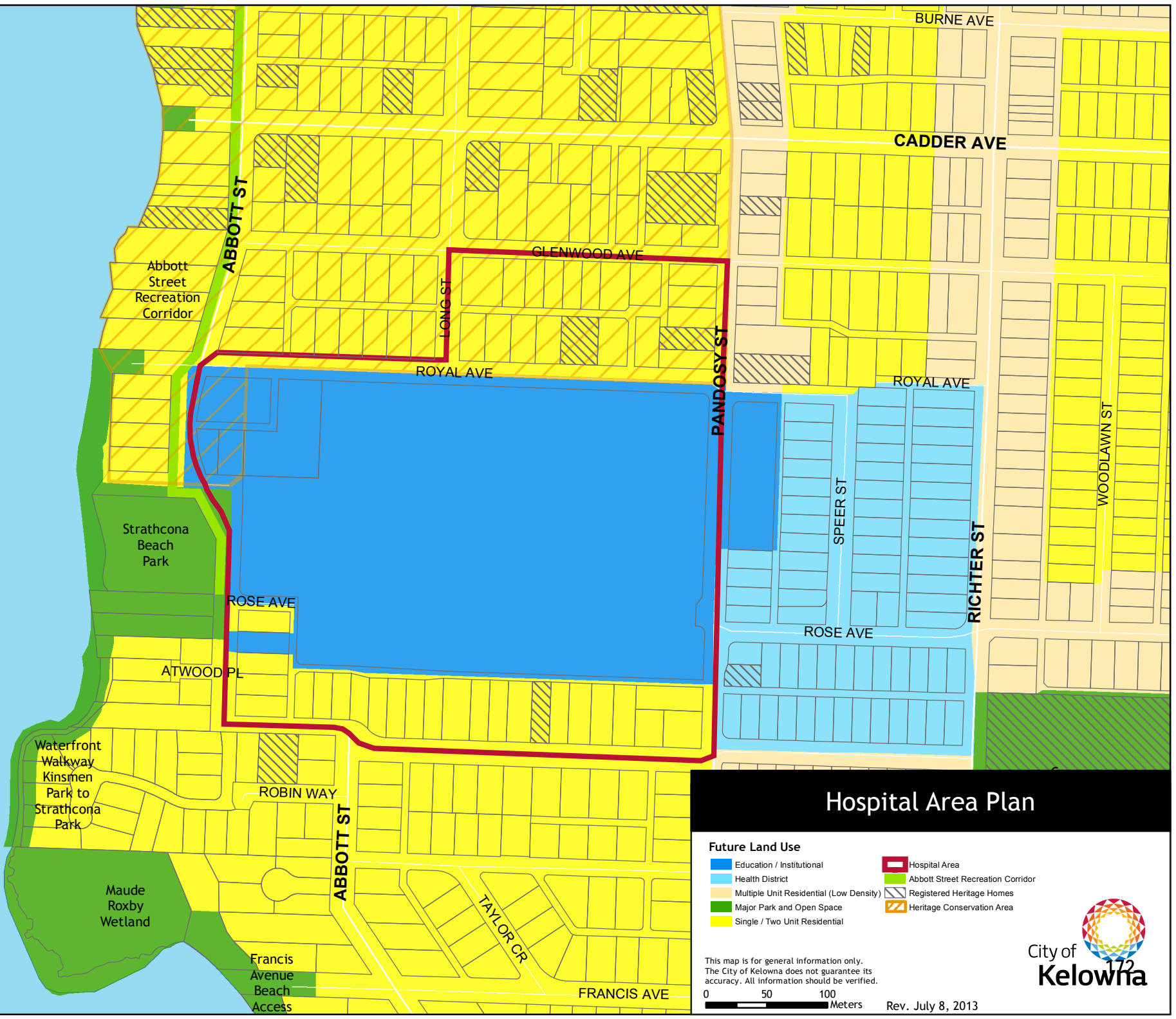
Gary Stephen, Acting Director of Policy and Planning

Attachments:

Attachment A: Map 1: Phase 1 Hospital Area Plan boundaries

cc:

Divisional Director, Community Planning and Real Estate  
Divisional Director, Communications & Information Services  
Acting Director, Real Estate & Property Services  
City Clerk, Corporate Services  
Manager, Land Use Management  
Manager, Transportation & Mobility  
Manager, Systems Development  
Subdivision Approving Officer, Subdivision  
Parking Operations Coordinator, Real Estate & Property Services



# Hospital Area Plan

### Future Land Use

- Education / Institutional
- Health District
- Multiple Unit Residential (Low Density)
- Major Park and Open Space
- Single / Two Unit Residential
- Hospital Area
- Abbott Street Recreation Corridor
- Registered Heritage Homes
- Heritage Conservation Area

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



Rev. July 8, 2013



# Report to Council



**Date:** July 22, 2013  
**Rim No.** 1200-90  
**To:** City Manager  
**From:** Tracy Guidi and Michelle Kam, Sustainability Coordinator  
**Subject:** Community Climate Action Plan: Achievements to Date and Next Steps

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## **Recommendation:**

THAT Council receives, for information, the Report from the Sustainability Coordinator dated July 22, 2013 with respect to the Community Climate Action Plan: Achievements to Date and Next Steps;

AND THAT Council direct staff to focus on road transportation reduction initiatives in 2014;

AND THAT Council directs staff to determine the mobility targets necessary to, by 2020, achieve a 20% reduction in vehicle kilometres travelled and identify measures that could be taken to achieve that target and report back to Council with recommendations;

AND FURTHER THAT staff report back to Council in 2014 with respect to the Community Climate Action Plan accomplishments to date and to recommend actions for subsequent implementation.

## **Purpose:**

To update Council on the Community Climate Action Plan achievements and recommend actions for implementation in 2014.

## **Background:**

On May 28, 2012 Council endorsed the Community Climate Action Plan which outlines how the City, senior government, utilities, businesses and residents can work together to achieve the OCP Policy 6.2.1 of *“reducing community greenhouse gas emissions by 33% (from 2007 levels) by 2020.”*

At the direction of Council, staff led twenty-seven 2012 Actions (summarized in Appendix 1) and thirty-five 2013 Actions (summarized in Appendix 2). In 2012, 74% of the actions were either ongoing/continuous, in progress, or complete. To date, 71% of the 2013 actions are either ongoing/continuous, in progress, or complete. The table below provides a summary of the status of City led 2012 and 2013 actions:

Year	Number of City-Led Actions	Complete Actions	Ongoing/Continuous Actions	In Progress Actions	Scheduled Actions	Deferred Actions
2012	27	4	12	4	Not applicable	7
2013	35	1	16	8	3	7

A few highlights of the actions completed in 2012 include:

- Completed a Regional Active Transportation Plan
- Piloted a Neighbourhood Trip Planning Program in the South Pandosy Area (smartTRIPS)
- Executed an agreement to develop landfill gas to pipeline grade bio-methane production facility

In addition to internal City actions, an additional 8 agencies, including the provincial and federal government, were engaged on actions that they are involved in or are leading. Appendix 3 summarizes the successes and plans of these stakeholders for 2012 - 2014.

On May 31, 2012, Council directed staff to report back in 2013 on accomplishments to date and to recommend actions for subsequent implementation. Based on discussions with numerous departments and current Council direction, there are numerous actions identified for 2014, most of which, are either ongoing/continuous or in already in progress. The new actions for 2014 will largely focus on, on road transportation emissions reduction.

Every two years the Province provides municipalities with Community Energy and Emissions Inventories (CEEI), which act as an indicator, showing how communities are achieving overall greenhouse gas reduction targets in: on road transportation, buildings, and solid waste. Earlier this year, the Province released the 2010 CEEI which allows the City to see how it is progressing compared to the 2007 baseline as illustrated in the table below:

#### Provincial Community Energy and Emissions Inventory

Category	2007 Emissions (tonnes CO <sub>2</sub> e)	2010 Emissions (tonnes CO <sub>2</sub> e)	% increase/decrease
On Road Transportation	421,377	464,591	↑ 10.3%
Buildings	227,219	222,391	↓ 2.1%
Solid Waste	49,520	49,214	↓ 0.6%
<b>Overall</b>	<b>698,116</b>	<b>736,196</b>	<b>↑ 5.5%</b>

Source: Province of BC, Community Energy and Emissions Inventory, January 2013

Note: Due to improvements in methodology, the 2007 numbers have been changed from those quoted in the Community Climate Action Plan. As methodologies continue to evolve, percentage differences from the base year should be tracked rather than actual numbers.

The following table denotes how Kelowna measures against other municipalities in British Columbia:

City	On Road Transportation	Buildings	Solid Waste	Overall % increase/decrease
Penticton	↑ 10.1%	↓ 9.2%	↓ 31.5%	↓ 2.1%
Vancouver	↑ 7.6%	↓ 6.3%	↓ 3.0%	↓ 0.3%
Coquitlam	↑ 11.0%	↓ 9.1%	↑ 17.8%	↑ 1.9%
Victoria	↑ 12.4%	↓ 1.2%	↓ 7.0%	↑ 3.0%
Kelowna	↑ 10.3%	↓ 2.1%	↓ 0.6%	↑ 5.5%
Kamloops	↑ 20.2%	↓ 7.1%	↓ 16.6%	↑ 6.2%
Prince George	↑ 8.9%	↓ 7.6%	↑ 164%	↑ 9.9%
Nanaimo	↑ 18.9%	↓ 6.0%	N/A	↑ 10.0%
Vernon	↑ 14.7%	↓ 3.1%	↑ 90.3%	↑ 12.9%

Like many BC communities, vehicle emissions continue to increase over the 2007 to 2010 period. Vehicle emissions account for the majority of Kelowna's community emissions (63%) and have increased over the above time period measured. During the same period a population increase of 5.8% occurred. This category is where the City has an opportunity to influence change to reduce emissions.

Given that CEEI shows that emissions continue to grow, particularly in the on road transportation sector, further additional, innovative actions are required in order to achieve the City's goal of reducing community greenhouse gases by 33% by 2020.

It is proposed that the City identify measures that can be taken to reverse the trend towards growing transportation emissions. Regional Services will be initiating a household travel survey in 2013 that will shed further light on Kelowna residents' transportation choices. Building on information from this survey, staff will determine the mobility targets (the percentage of travelers using a particular type of transportation) necessary to achieve a 20% reduction in vehicle kilometers travelled and identify measures that, if implemented, would help achieve the target. This information will then help guide the upcoming Long Term (20 Year) Capital Planning project. Any discussion of potential changes in policy and direction would be considered on a multiple-bottom line basis. The goals set out in the Community Climate Action Plan, the OCP, the Regional Active Transportation Plan, and the Transit Future Plan would all be considered.

#### Internal Circulation:

Divisional Director, Community Planning and Real Estate  
 Divisional Director, Infrastructure  
 Divisional Director, Civic Operations  
 Divisional Director, Communications and Information Services  
 Director, Design and Construction Services  
 Director, Development Services  
 Director, Subdivision, Agriculture and Environment  
 Director, Financial Services  
 Director, Regional Services  
 Manager, Real Estate  
 Manager, Capital Assets & Investment Manager  
 Manager, Building Services

Manager, Parks Services  
Manager, Regional Programs  
Manager, Urban Planning  
Manager, Strategic Planning  
Manager, Road, Drainage and Solid Waste Projects  
Manager, Transportation and Mobility  
Supervisor, Urban Forestry  
Supervisor, Solid Waste  
Environment Technician II, Landfill Infrastructure Operations  
Engineering Traffic Technician, Transportation and Mobility

**Legal/Statutory Authority:**

Bill 27, Local Government (Green Communities) Statutes Amendment Act, 2008 states:  
"An official community plan must include targets for the reduction of greenhouse gas emissions in the area covered by the plan, and policies and actions of the local government proposed with respect to achieving those targets."

**Existing Policy:**

*OCP Policy 6.2.1 - GHG Reduction Target and Actions.* The City of Kelowna will, in partnership with: senior governments; local residents and businesses; NGOs; external agencies; and utility providers, work towards reducing community greenhouse gas emissions by 33% (from 2007 levels) by 2020.

The City of Kelowna's efforts will be focused on creating more mixed use neighbourhoods (as identified on the OCP Future Land Use map) and on ensuring that residents can conveniently and safely travel by bus or by foot, bicycle and other forms of active transportation to get to major community destinations while ensuring the efficient movement of goods and services.

The City will support the reduced use of fossil fuels in buildings by encouraging renewable energy supplies, district energy systems and energy efficient technologies in new and existing buildings. By working with senior government partners, regulated utilities and others, the City will lead through example and strive to meet the BC Climate Action Charter targets for the reduction of GHG emissions from municipal infrastructure.

**Financial/Budgetary Considerations:**

Those actions identified for 2014 will be brought to Council for budget consideration during the 2014 budget process. The lead department will request the necessary funds, or recommend the reallocation of existing budgets to accommodate. Provision of new funding or reallocation of existing budgets would be subject to Council approval as part of the 2014 and subsequent budget cycles.

**External Agency/Public Comments:**

FortisBC was consulted regarding an update on their actions. This information is included in Appendix 3.

A request for status on some of the actions from the Province was made, however no response was received.



**Considerations not applicable to this report:**

Legal/Statutory Procedural Requirements:

Communications Comments:

Personnel Implications:

Alternate Recommendation:

Submitted by:

T. Guidi  
Sustainability Coordinator

M. Kam  
Sustainability Coordinator

Approved for inclusion:



(Gary Stephen, Acting Director, Policy and Planning)

cc:

Divisional Director, Community Planning and Real Estate

Divisional Director, Infrastructure

Divisional Director, Civic Operations

Divisional Director, Communications and Information Services

Director, Subdivision, Agriculture and Environment

Director, Financial Services

Director, Regional Services

Manager, Real Estate

Manager, Capital Assets & Investment Manager

Manager, Building Services

Manager, Parks Services

Manager, Regional Programs

Manager, Urban Planning

Manager, Strategic Planning

Manager, Road, Drainage and Solid Waste Projects

Manager, Transportation and Mobility

## Appendix 1: Status of 2012 City Led Actions

Reduction Initiative	2012 Action	Lead	Status of Action	Summary	
Reduce Vehicle Kilometers Travelled by 20% per Capita	1	Develop procedures and policies to implement OCP Policy 7.6.1, Transportation Infrastructure Priority, which prioritizes walking, biking and transit over vehicles	Infrastructure Planning	Ongoing	The proposed update of Bylaw No. 7900 will set out new standards for the optimal use of road right of way for different purposes based on multiple community objectives. The update will focus on transportation safety, accessibility, equity, mode-diversity and environmental steward
	2	Complete Regional Active Transportation Plan	Regional Services	Complete	Completed in 2012, The Regional Active Transportation Plan presents a unified vision of a future bicycle and pedestrian network that provides safe and convenient travel alternatives parallel to Highway 97 and 33 as well as connect significant destinations across the region
	3	Initiate a Parking Management Strategy where the pricing structure shows the true cost of parking; where the cost of parking for an hour at a municipal facility exceeds the price of a single transit trip; and where cash-in-lieu pricing is included as per OCP Policies 7.11.1 and 7.11.2	Real Estate and Building Services & Design and Construction	In Progress	-Phase 1 of report under development -Report will be complete and presented to Council in 2013
	4	Increase pedestrian and cycling infrastructure and maximize connectivity, as per OCP Policy 5.10.1 and 5.10.3 and OCP Objective 7.8.	Infrastructure Planning	Ongoing	-completed preliminary engineering design of 5,790m of sidewalk -started longterm bikeway planning works -constructed 655 m of sidewalk -constructed 1353 m of new gravel trails -improved and restriped 1100m of bike lanes -improved 1 intersection with green bike lanes, bike boxes and bike signal heads -installed green colored bike lanes at 5 intersections -installed green shared use crossings at 10 locations -installed bike lockers and racks -pilot on street bike parking (replaced two parking spots with 24 bike parking spots)
	5	In cooperation with BC Transit, work towards providing efficient and effective transit infrastructure and facilities as per OCP Policies 7.9 and 5.10.2 including transit priority, expansions and service levels	Regional Services and BC Transit	Ongoing	-Transit ridership reached 4.97 million, up from 4.76 million in 2011 -Introduced new service to the Mission Recreation Park and Quail Ridge -Expanded late-night bus service on the 97 Express route -Opened the Mission Recreation Transit Exchange -Design and tender of the Shepherd Road transit exchange -Assisted BC Transit in preparing a three-year (2013-2015) expansion plan.

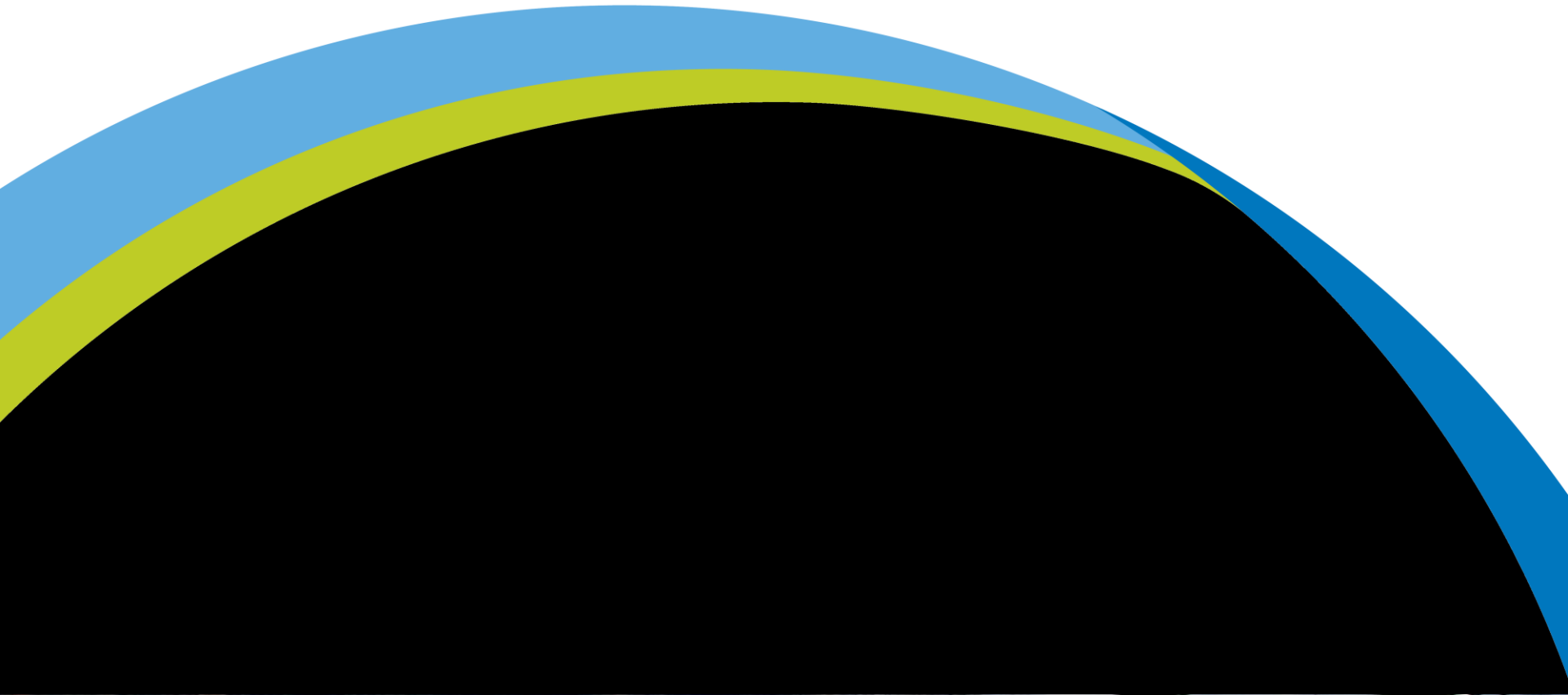
Reduction Initiative		2012 Action	Lead	Status of Action	Summary
Reduce Vehicle Kilometers Travelled by 20% per Capita	6	Implement infrastructure upgrades recommended in Glenmore Elementary School Travel Plan	Infrastructure Planning	In Progress	<p>Six projects were completed in 2012 to create safe active transportation routes.</p> <ol style="list-style-type: none"> <li>1. High Road &amp; Pathway from Tronson Court: Pedestrian activated flashers, crosswalk, curb extensions</li> <li>2. Tronson Drive &amp; Lowland Street: Raised crosswalk, curb extensions</li> <li>3. High Road &amp; Kennedy Street: Curb extensions, sidewalk</li> <li>4. High Road &amp; Lowland Street: Raised central median on High Rd, curb extensions, sightline improvements</li> <li>5. Pinecrest Lane &amp; Highland Drive N: Raised crosswalk, curb extensions</li> <li>6. Tronson Drive &amp; Kennedy Street (only half of the intersection was completed in 2012; the remaining half will be constructed in 2013): Crosswalks, curb extensions.</li> </ol> <p>2 more projects need to be completed in 2013.</p>
	7	Pilot a Neighbourhood Trip Planning Program	Regional Services	Complete	<p>-Pandosy smartTRIPS neighbourhood pilot was completed in 2012</p> <p>-10 week program where 106 households signed up</p> <p>-62% of participants reported lower car use, and 50% rode their bikes more.</p>
	8	Continue to raise awareness of transit programs, bike networks and pedestrian networks for trip planning via web (e.g.: Google maps), maps, social media and ongoing TDM social marketing programs (e.g. Bike to Work Week, Neighbourhood Trip Planning, etc)	Regional Services	Ongoing	<p>-Developed wayfinding guidelines for multiuse corridors</p> <p>-Launched new active transportation brand smartTrips including website and trip tracker</p> <p>-Produced multi-modal pathway education video</p> <p>-Taught bicycle safety to 5 elementary schools (1000 children)</p> <p>-Participated in carpool week with carpool.ca</p> <p>-Organized Bike to Work and School week with 1412 cyclists pedalling over 57,000 km</p> <p>-Introduced over 1800 students to transit through the Class Rides Free Program</p>
Right Sizing Vehicles		Support the formation of Cooperative Auto Networks (Car/truck share)	Regional Services	In progress	<p>-This action originally scheduled to be implemented between 2014 - 2020</p> <p>-With Okanagan Care Share Co-Op formed in 2012 and City provided support by facilitating a grant for the Co-Op</p>
Reduce Idling	16	Develop an Anti-Idling Bylaw	Regional Services	Deferred	-Action to be reassessed as part of the Regional Airshed Management Plan (expected completion first quarter 2014).
	17	Investigate land use policies to reduce idling	Land Use Management	Deferred	-To be considered during a future unscheduled Zoning Bylaw Review. The Zoning Bylaw would require amending to not allow any drive-through land uses.

Reduction Initiative		2012 Action	Lead	Status of Action	Summary
Improve Energy Efficiency in New Buildings	19	Implement updated BC Building Code	Development Services	Deferred to 2013 and 2014	-Will implement once BC Building Code is updated -December 2013 for Large Residential, Industrial, Commercial and Institutional Buildings and December 2014 for Housing and Small Buildings
	21	Implement OCP Policy 5.16.3 Variances for "Green" Features. Staff will give favourable regard to variance applications to reduce setbacks whose sole purpose is to accommodate green building features (e.g. solar panels etc.), provided that safety and neighbourhood impact issues can be addressed	Land Use Management	Ongoing	-Staff continues to favourably consider variances in accordance with this policy. -If approval is given to undertake a full Zoning Bylaw Review, then consideration would be given to incorporate regulations that would support this OCP policy. .
Install District Energy	24	Work towards proposed agreement for development of Downtown district energy system to support OCP Policies 7.19.2 and 7.19.3	Real Estate and Building Services	Deferred to 2013	-BCUC approval is expected sometime in 2013 -Upon receipt of approval, the City has 4 months to agree to terms and conditions for a definitive agreement.
	25	Work with the Community Energy Association (CEA) to develop policy(ies) to ensure that all new commercial, institutional and multi-unit residential buildings are district energy ready as per OCP Policy 7.19.1.	Policy and Planning	Deferred	-The Community Energy Association completed a report called "Backgrounder: Towards DPA Guidelines for District Energy Ready Buildings in the City of Kelowna" in June, 2012 -This report and guidelines was originally going to feed into the The Low Carbon Economic Development Zone scheduled to be completed by Land Use Management (however, was subsequently cancelled due to lack of resources.)
Utilize Bio-methane for Residential Heating	26	Execute agreement(s) to develop landfill gas to pipeline grade bio-methane production facility to support OCP Policy 7.25.1 Resource Recovery.	Real Estate and Building Services	Complete	-Agreement was completed with Fortis Energy Inc. for construction facility
Increase Building Efficiencies Through Compact Development	31	Encourage compact neighbourhoods that place priority on infill, redevelopment and densification strategies to meet the target urban core concentration as identified in the 2030 OCP.	Land Use Management	Ongoing	-Land Use Management staff have been apprised and are implementing, as appropriate.
Maintain and Improve Urban Forest	32	Develop an implementation team to prioritize the Urban Forestry Strategy recommendations including priorities, timelines, funding and staffing implications and strategy.	Parks Services	Complete	-Implementation team has been established and are working on a schedule of meetings
	33	Plan for tree succession	Parks Services	Ongoing	-tree succession done for Cameron Park -Minor plantings were completed in other parks that complements this initiative.
	34	Encourage homeowners to plant trees through programs such as Neighbourwoods	Parks Services	Deferred to 2013	-Neighbourwoods was not funded in 2012

Reduction Initiative		2012 Action	Lead	Status of Action	Summary
Maintain and Improve Urban Forest	35	Plant 200 2-3"caliper trees and 3000 native seedlings annually	Parks Services	Ongoing	-5500 seedlings planted -139 planted larger trees planted by Parks Services -43 larger trees planted as part of Bernard Avenue Revitalization in Fall 2012 -The Ponds Development (end of Gordon Drive) planted 60 trees as part of streetscaping that City will maintain.
Achieve Municipal Carbon Neutral Governance	36	Continue to apply for the Provincial Climate Action Revenue Incentive Program grant	Financial Services, Policy and Planning	Ongoing	-Grant for 2011 Carbon Tax expenditures received in 2012 for \$180,386 -Province changed deadline to February 2013 to apply for 2013 CARIP grant for 2012 Carbon Tax Expenditures
	37	Allocate Carbon/Energy Reserve Funds to projects that will help achieve Corporate GHG goal of 22% below 2007 by 2017.	Infrastructure Planning	Ongoing	-\$1,500 from reserve fund supported Climate Smart program for small business
	38	Continue implementing reduction initiatives outlined in <i>Corporate Energy &amp; GHG Emissions Plan</i> , 2011 as per OCP Policies 7.1.2, 7.1.3 and 7.2.2.	Infrastructure Planning	In progress	-Implemented Process Optimization and Energy Management Plan at the Wastewater Treatment Facility. Reduced energy consumption and saved \$49,500.00 compared to 2011. -Received FortisBC PowerSense Conservation Excellence Award for energy savings at the Wastewater Treatment Facility. -Installation of GPS Fleet Management Systems in City vehicles to reduce idling and improve routing efficiencies; -Implemented efficiency upgrades to several City facilities including lighting upgrades, condensing boiler for Memorial Arena and high efficiency displacement ventilation/heat recovery HVAC system for the new Parkinson Activity Centre; -Implemented a corporate bike fleet (11 bikes at 6 City facilities); -Received Okanagan Basin Water Board grant to partner with UBC to improve management and monitoring of irrigation data systems which will help to conserve water and energy; and -Implemented a City Hall compost program.
Develop Municipal Policies and Programs to Achieve a Low Carbon Community	39	Implement OCP 2030 Policies	All	Ongoing	OCP Policies are being implemented through numerous departments and actions.
	40	Investigate a Low Carbon Economic Development Zone and/or Energy Conservation Development Permit Area guidelines	Land Use Management	Deferred	-to be considered during a future unscheduled Zoning Bylaw Review
Achieve Regional Solid Waste Management Plan Targets	42	Continue to expand collection of landfill gas as per OCP Policy 7.25.1	Civic Operations	Ongoing	-1,391 m of pipe installed to expand collection of landfill gas

# COMMUNITY CLIMATE ACTION PLAN

Achievements to Date and Next Steps



## PURPOSE

To update Council on the  
Community Climate Action Plan  
achievements and recommend actions  
for implementation in 2014.

## SUMMARY OF 2012 AND 2013 ACTIONS

Year	Number of City-Led Actions	Complete Actions	Ongoing / Continuous Actions	In Progress Actions	Scheduled Actions	Deferred Actions
2012	27	4	12	4	n/a	7
2013	35	1	16	8	3	7



## 2012 HIGHLIGHTS

- ▶ Completed a Regional Active Transportation Plan
- ▶ Piloted a Neighbourhood Trip Planning Program in the South Padosy Area (smartTRIPS)
- ▶ Executed an agreement to develop landfill gas to pipeline grade bio-methane production facility.
- ▶ 655 metres of sidewalk and 1,353 metres of gravel trails installed
- ▶ Increase in transit ridership (4.76 million in 2011 to 4.97 million in 2012)
- ▶ Planted 5,742 trees
- ▶ Implemented process optimization and energy management plan at WWTF saving \$49,500 compared to previous year

## ONGOING ACTIONS

- ▶ 28 actions are recommended for City implementation in 2014.
  - ▶ 23 ongoing or in progress
  - ▶ 5 deferred from earlier or are new actions as per Community Climate Action Plan

# PROVINCIAL COMMUNITY ENERGY AND EMISSIONS DATA

Category	2007 Emissions (tonnes Co <sub>2</sub> e)	2010 Emissions (tonnes Co <sub>2</sub> e)	% increase / decrease
On Road Transportation	421,377	464,591	↑ 10.3%
Buildings	227,219	222,391	↓ 2.1%
Solid Waste	49,520	49,214	↓ 0.6%
<b>Overall</b>	<b>698,116</b>	<b>736,196</b>	<b>↑ 5.5%</b>

Source: Province of BC, Community Energy and Emissions Inventory, January 2013

## OTHER COMMUNITIES GHG EMISSIONS

City	Overall % increase / decrease (2007 to 2010)
Penticton	↓ 2.1%
Vancouver	↓ 0.3%
Coquitlam	↑ 1.9%
Victoria	↑ 3.0%
Kelowna	↑ 5.5%
Kamloops	↑ 6.2%
Prince George	↑ 9.9%
Nanaimo	↑ 10.0%
Vernon	↑ 12.9%

## MOBILITY TARGETS

- ▶ Policy and Planning recommends a Mobility Target project to:
  - ▶ determine the modal splits necessary to achieve a 20% per capita reduction in vehicle kilometres traveled
  - ▶ make recommendations to achieve these targets.
- ▶ Identifying this information will direct the City's resources for future infrastructure, policies and programs to achieve a 20% per capita reduction in vehicle kilometres traveled.

## RECOMMENDATIONS

- ▶ THAT Council receives, for information, the Community Climate Action Plan: Achievements to Date and Next Steps report.
- ▶ AND THAT Council direct staff to focus on road transportation reduction initiatives in 2014.
- ▶ AND THAT Council direct staff to determine the mobility targets necessary to, by 2020, achieve a 20% reduction in vehicle kilometres travelled, identify measures that could be taken to achieve that target, and engage in community stakeholder discussions and report back to Council with recommendations.
- ▶ AND THAT staff report back in 2014 on Community Climate Action Plan accomplishments to date and to recommend actions for subsequent implementation.

# CITY OF KELOWNA

## BYLAW NO. 10853

### City of Kelowna Hotel Tax Bylaw

A Bylaw for the renewal of the City of Kelowna Hotel Tax under the provisions of the Provincial Sales Tax Act

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WHEREAS the Council of the City of Kelowna wishes to raise revenue for the purposes of financing tourism development programs;

AND WHEREAS under section 123(1) of the Provincial Sales Tax Act, a municipality may request by bylaw, that the Lieutenant Governor in Council make a regulation providing for an additional tax levy, not exceeding two (2) percent on sales of accommodation within the municipality;

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

1. The Lieutenant Governor in Council is hereby requested to make a regulation under section 240(1)(c) of the Provincial Sales Tax Act declaring that effective January 1, 2014, section 123(1) of the said Act applies in respect of accommodation purchased within the City of Kelowna.
2. The tax to be imposed under the provisions of the regulation is requested to be two (2) percent of the purchase price of accommodation.
3. The funds paid to the City of Kelowna under the provisions of the regulation shall be applied to destination marketing programs that are developed and administered by Tourism Kelowna and reviewed by Council on an annual basis.
4. This bylaw may be cited for all purposes as "City of Kelowna Hotel Tax Bylaw No. 10853".
5. The City of Kelowna Additional Hotel Room Tax Bylaw No. 10015, and all amendments thereto, are hereby repealed.
6. This bylaw shall come into full force and effect and is binding on all persons as of January 1, 2014.

Read a first, second and third time by the Municipal Council this 17<sup>th</sup> day of June, 2013.

Adopted by the Municipal Council of the City of Kelowna this

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Mayor

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City Clerk

**CITY OF KELOWNA**

**BYLAW NO. 10871**

**Amendment No. 6 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 "E" SANITARY LANDFILL/RECYCLING FEES** be amended by adding a new sub-paragraph (o) in its appropriate location as follows:  
    “(o) Culled Cherries                      \$16.57/tonne”
2. This bylaw may be cited for all purposes as "Bylaw No. 10871, being Amendment No.6 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 15<sup>th</sup> day of July, 2013.

Adopted by the Municipal Council of the City of Kelowna this

\_\_\_\_\_  
Mayor

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