

**City of Kelowna
Regular Council Meeting
AGENDA**



Monday, November 25, 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 - 7

Regular PM Meeting - November 18, 2013

3. Public in Attendance

3.1 Miss Kelowna Lady of the Lake, Leah Sorge, and Kelowna Princess, Elizabeth Hardy, re: Trip to Japan

8 - 39

To provide Council with an overview of the Ambassadors' trip to Japan.

4. Development Application Reports & Related Bylaws

4.1 Official Community Plan Bylaw Amendment Application No. OCP13-0012 and Rezoning Application No. Z13-0019 - 2049 Byrns Road, Margarita Littley

40 - 53

The applicant is proposing to amend the Future Land Use (FLU) designation for the property from Resource Protection to the Single/Two Unit Residential designation. It is also proposed that the zoning designation of the property be amended from the A1 - Agriculture 1 zone to the RU6 - Two Dwelling Housing zone. The proposed amendments are to facilitate a two lot subdivision and the development of a total of two new dwellings on the proposed new westerly parcel. The rezoning will bring the existing carriage house into conformance on the subject property and the applicant has agreed to decommission the suite in the existing single family dwelling.

4.1.1 Bylaw No. 10897 (OCP13-0012) - 2049 Byrns Road, Margarita Littley

54 - 54

Requires a majority of all Members of Council (5).

To give Bylaw No. 10897 first reading.

- 4.1.2 Bylaw No. 10898 (Z13-0019) - 2049 Byrns Road, Margarita Littleley 55 - 55

To give Bylaw No. 10898 first reading.

- 4.2 Rezoning Application No. Z12-0051 - 1460 Graham Road, Heinz Strege 56 - 58

To extend the deadline for adoption of Zone Amending Bylaw No. 10771 from November 13, 2013 to November 13, 2014. The applicant is seeking an extension to their original application, which is set to expire on November 13, 2013. The original application proposed to rezone the subject property from the RU1 - Large Lot Housing zone to the RU6b - Two Dwelling Housing with Boarding or Lodging House to legalize the existing use on the site.

- 4.3 Rezoning Application No. Z12-0047 - 875 & 885 Mayfair Road, 0872645 BC Ltd. and Onakar & Ranjit Dhillon 59 - 61

To extend the date for adoption of Zone Amending Bylaw No. 10768 from November 13, 2013 to November 14, 2014. The applicant is seeking an extension to their original application, which is set to expire on November 13, 2013. The original application proposed to rezone the subject property from the RU1 - Large Lot Housing zone to the RU6 - Large Lot Housing with Secondary Suite to facilitate a three lot subdivision.

5. Non-Development Reports & Related Bylaws

- 5.1 Bylaw Adjudication Update 2013 62 - 65

To provide Council with an update on the Bylaw Adjudication Program; to make minor amendments to the establishment bylaw; and to add the Regional District of Central Okanagan and the District of Coldstream to the Southern Interior Bylaw Notice Dispute Adjudication Registry Agreement.

- 5.1.1 Bylaw No. 10883 - Amendment No. 7 to Bylaw Notice Enforcement Bylaw No. 10475 66 - 66

To give Bylaw No. 10883 first, second and third readings.

- 5.2 Family Y Project Update 67 - 79

To provide Council an update on the project to repair the structural slab below the women's change room and the related men's and family change room renovation at the Kelowna Family Y in Rutland.

6. Resolutions

- 6.1 Draft Resolution, re: Helicopter Landing, Santa Claus, Northern Air Support Ltd. 80 - 81

To grant approval to Northern Air Support to fly Santa Clause from the Kelowna International Airport to the Kelowna Golf & Country Club, and back, on December 8 and 15, 2013.

7. Mayor and Councillor Items

8. Termination



City of Kelowna Regular Council Meeting Minutes

Date: Monday, November 18, 2013
 Location: Council Chamber
 City Hall, 1435 Water Street

Council Members Present: Deputy Mayor DeHart and Councillors Colin Basran, Andre Blanleil, Gail Given, Robert Hobson*, Mohini Singh and Gerry Zimmermann

Council Members Absent: Mayor Walter Gray and Councillor Luke Stack

Staff Present: City Manager, Ron Mattiussi; City Clerk, Stephen Fleming; Manager, Urban Planning, Ryan Smith*; Manager, Subdivision, Agriculture & Environmental Services, Todd Cashin*; and Council Recording Secretary, Sandi Horning

(* denotes partial attendance)

1. Call to Order

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

Deputy Mayor DeHart 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

R722/13/11/18 THAT the Minutes of the Regular PM Meeting of November 4, 2013 be confirmed as circulated.

Carried

3. Development Application Reports & Related Bylaws

3.1. Rezoning Application No. Z13-0020 - 3131 Lakeshore Road, Trustees of the Congregation of St. Paul's United Church

Staff:

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

Councillor Hobson joined the meeting at 1:32 p.m.

Moved By Councillor Basran/Seconded By Councillor Hobson

R723/13/11/18 THAT Rezoning Application No. Z13-0020 to amend the City of Kelowna Zoning Bylaw No. 8000 by changing the zoning classification of Lot 1, D.L. 14 & 135, ODYD, Plan 34984 Except Plans 35454 and KAP67299, located at 3131 Lakeshore Road from P2 - Educational & Minor Institutional to C4 - Urban Centre Commercial 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 in conjunction with Council's consideration of a Development 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 FURTHER THAT final adoption of the Zone Amending Bylaw be considered subsequent to the submission of a plan of subdivision to subdivide the property.

Carried

3.1.1. Bylaw No. 10895 (Z13-0020) - 3131 Lakeshore Road, Trustees of the Congregation of St. Paul's United Church

Moved By Councillor Given/Seconded By Councillor Zimmermann

R724/13/11/18 THAT Bylaw No. 10895 be read a first time.

Carried

City Clerk:

- Advised that this application will be scheduled to the December 3, 2013 Public Hearing.

3.2. Text Amendment Application No. TA13-0008 - Addition of Thrift Stores as Primary Use in I4, C4, C7 and C10 Zones

Staff:

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

Moved By Councillor Blanleil/Seconded By Councillor Singh

R725/13/11/18 THAT Zoning Bylaw Text Amendment No. TA13-0008 to amend City of Kelowna Zoning Bylaw No. 8000 by amending the I4 Central Industrial Zone, C4-Urban Centre Commercial Zone, C7-Central Business Commercial Zone and C10 Service Commercial Zone, as outlined in "Schedule A" of the Report of the Urban Planning Department dated November 12, 2013, be considered by Council;

AND THAT the Text Amendment bylaw be forwarded to Public Hearing for further consideration.

Carried

3.2.1. Bylaw No. 10896 (TA13-0008) - Thrift Store Text Amendments to City of Kelowna Zoning Bylaw No. 8000

City Clerk:

- Clarified the definition of 'thrift store' as set out in the City's Zoning Bylaw.

Moved By Councillor Singh/Seconded By Councillor Basran

R726/13/11/18 THAT Bylaw No. 10896 be read a first time.

Carried

City Clerk:

- Advised that this application will be scheduled to the December 3, 2013 Public Hearing.

3.3. Agricultural Land Reserve Appeal Application No. A13-0011 - 3053-3057 Dunster Road, Friedelgunde (Gunde) Volk, Kenneth Volk & Edeltraut Hattenbach

Staff:

- Displayed a PowerPoint Presentation and responded to questions from Council;

Moved By Councillor Hobson/Seconded By Councillor Singh

R727/13/11/18 THAT Agricultural Land Reserve appeal A13-0011 for Lot 11, Section 16, Township 26 Osoyoos Division Yale District, Plan 665, located at 3053 Dunster Road for a subdivision of agricultural land in the Agricultural Land Reserve, pursuant to Section 21(2) of the Agricultural Land Commission Act, be supported by Municipal Council;

AND THAT Municipal Council forward the subject application to the Agricultural Land Commission.

Carried

3.4. Rezoning Application No. Z11-0082, Extension Request - 4165 Wallace Road, Bernard & Christine Ross

Moved By Councillor Given/Seconded By Councillor Zimmermann

R728/13/11/18 THAT in accordance with Development Application Procedures Bylaw No. 10540, the deadline for the adoption of Zone Amending Bylaw No. 10755, for Parcel B (DD 278127F) of Lot A, Section 3, Township 26, ODYD, Plan 12667 located on 4165 Wallace Hill Rd, Kelowna, BC, be extended from October 2, 2013 to October 2, 2014.

Carried

4. Mayor and Councillor Items - Nil.

5. Termination

This meeting was declared terminated at 1:51 p.m.

Deputy Mayor DeHart

/slh



City Clerk

DRAFT

Kelowna Youth Ambassadors

2013



Leah Sorge and Elizabeth Hardy

Pageants

Lytton, BC







WHITE ROCK B.C. CANADA

WEST BEACH

WEST BEACH

InWhiteRock!

White Rock, BC

Penticton, BC



Merritt, BC – BC Ambassador Pageant





Oliver, BC





Peachland, BC



Logan Lake Farewell: Halloween Theme

Parades



Lake City, Washington

Penticton Peachfest Parade





Interior Provincial Expedition – Armstrong, BC



Salmon Arm, BC

Leavenworth, Washington



Local Events



**Cops For Kids
Send Off Breakfast**

Japanese Delegation Reception





Okanagan Sun Football



Maxine DeHart United Way Drive-Thru Breakfast

Juvenile Diabetes Gala



City of Kelowna Family Monster Bash





Royal Canadian Legion Poppy Campaign

“Lest We Forget”
Remembrance Day



Hot Holiday Homes



Kasugai, Japan



Meeting Mayor Ito





Meeting Mr. Matsuo, the President of Kasugai Chamber of Commerce



**Meeting Mr.
Tomomatsu &
members of the
Kasugai Garden
Club**





Showing off our Canadian hockey skills!

Thank-you for the opportunity to represent Kelowna!



Leah and Elizabeth 39

REPORT TO COUNCIL



Date: November 18, 2013 (Revised Report)
RIM No. 1210-21
To: City Manager
From: Todd Cashin, Subdivision, Agriculture & Environment Services Manager
Application: OCP13-0012
Z13-0019 **Owner:** Margarita Littlely
Address: 2049 Byrns Road **Applicant:** Tony Lockhorst
Subject: Official Community Plan (OCP) Amendment and Z13-0019 Report to Council_Nov 18
Existing OCP Designation: Resource Protection Area (REP)
Proposed OCP Designation: Single/Two Unit Residential (S2RES)
Existing Zone: A1- Agriculture 1
Proposed Zone: RU6 - Two Dwelling Housing

1.0 Recommendation

THAT Official Community Plan Bylaw Amendment No. OCP13-0012 to amend Map 4.1 of the Kelowna 2030 - Official Community Plan Bylaw No. 10500, by changing the Future Land Use designation of Lot 2, District Lot 130, Osoyoos Division Yale District, Plan 17289, Except Plan 22166, located at 2049 Byrns Road, Kelowna, BC, from the Resource Protection Area (REP) designation to the Single/Two Unit Residential (S2RES) designation, be considered by Council;

AND THAT Rezoning Application No. Z13-0019 to amend the City of Kelowna Zoning Bylaw No. 8000 by changing the zoning classification of Lot 2 District Lot 130 Osoyoos Division Yale District Plan 17289 Except Plan 22166, located at 2049 Byrns Road, Kelowna, BC, from the A1 - Agriculture 1 zone to the RU6 - Two Dwelling Housing zone, be considered by Council;

AND THAT the Official Community Plan Amendment Bylaw Bylaw and 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 Development Engineering Branch being completed to their satisfaction;

AND FURTHER THAT final adoption of the zone amending bylaw be considered subsequent to the decommissioning of the suite within the single family dwelling to the satisfaction of the City's Chief Building Official.

2.0 Purpose

The applicant is proposing to amend the Future Land Use (FLU) designation for the property from Resource Protection to the Single/Two Unit Residential designation. It is also proposed that the zoning designation of the property be amended from the A1 - Agriculture 1 zone to the RU6 - Two Dwelling Housing zone. The proposed amendments are to facilitate a two lot subdivision and the development of a total of two new dwellings on the proposed new westerly parcel. The rezoning will bring the existing carriage house into conformance on the subject property and the applicant has agreed to decommission the suite in the existing single family dwelling.

3.0 Land Use Management

At the November 4th regular meeting of Council, a recommendation of non-support was considered for an OCP amendment from the current Resource Protection Area designation to the Single/Two Residential and Multiple Unit Residential (Low Density) designations respectively and a proposed rezoning to the RU6 and RM1 zones. Council passed a resolution deferring consideration of both the OCP and Zone amending bylaws and directed staff to work with the applicant on an alternate proposal and report back to Council.

Subsequently staff met with the applicant to discuss the outcome of the Council meeting wherein the applicant advised they would be prepared to amend the application to pursue an OCP amendment to Single/Two Unit Residential and a rezoning to RU6 - Two Dwelling Housing for both proposed lots. The applicant has agreed that, should Council support this revised application, they would decommission the suite in the single family dwelling and retain the carriage house on the proposed easterly lot.

While the subject property is not within the Agricultural Land Reserve (ALR), the existing future land use designation is identified as Resource Protection Area consistent with either Agricultural or Rural Residential zoning. The property abuts productive ALR land and is outside of the City's Permanent Growth Boundary, meaning that Rural Residential is anticipated to be the most intensive use of the property.

The existing subject property is approximately 3,000 m² in size which is consistent with a Rural Residential property size on community sewer. The 0.3 ha property is not, however, large enough to subdivide into two rural residential (i.e. RR3) zoned lots, as the minimum parcel size for an RR3 lot on community sewer is 1600 m².

The Official Community Plan amendment and rezoning of the subject property are being driven by a desire to subdivide the subject property to construct a new duplex dwelling on the western portion. The stated intent is to provide affordable housing for family members.

Though the applicant has amended the application to the Single/Two Unit Residential future land use designation for both lots, Staff must be cognizant of the following concerns with the introduction of the Single/Two Unit Residential designation within this rural area:

- The City's Agriculture Plan discourages new urban growth within agricultural areas which creates additional pressure on the City's rural road network (see Section 5.2 below). An added benefit of discouraging new growth is that the low density rural character remains intact;
- From an agricultural perspective, the proposed development has the potential to worsen an existing urban/rural interface area. This is true as the number of individuals exposed to farm practices such as farm machinery, bird-scaring equipment, odours, and crop spraying would be significantly increased;
- Ideally, agricultural parcels are contiguous and relatively isolated from non-agricultural properties. This is especially true of commercial and residential uses which typically have low compatibility with farm practices. Where urban-rural (i.e. agricultural) interface does exist, fewer units are preferred; and

- Complaints with farm practices is expected to increase with density and further exacerbated by new arrivals not accustomed to normal farm practices.

To mitigate the impact that this increased density could have on the existing agricultural operations Staff recommend that an extensive landscape buffer be required on the subject properties. Specifically, Staff recommend a minimum 15.0 metre landscape buffer consistent with the Ministry of Agriculture's Urban-Side Buffer (with berm) specification (see attached).

Public Notification

The proposal is consistent with an Official Community Plan Amendment - Major ("OCP Major") as per Council Policy 367 - Public Notification & Consultation for Development Applications. An OCP major involves a major change to the Future Land Use class (e.g. Resource Protection to Residential). The applicant has been advised of the requirements for this type of proposed development which include a Project Board, Neighbour Consultation, and Public Information Session.

Should Council elect to forward this application to a Public Hearing, staff recommend that Council require the applicant to conduct additional neighbour consultation of all landowners within 150 metres of the subject property using content agreed to by staff to ensure accurate messaging.

4.0 Proposal

4.1 Background/ Project Description

The subject property has a land use designation of Resource Protection Area in the City's Official Community Plan and is zoned A1-Agriculture. The property is also outside of the Permanent Growth Boundary.

The subject property contains a legal non-conforming up/down duplex which was permitted in 1973 by the Regional District. An accessory structure (garage) was also permitted at this time. In the time since, the garage has been converted to an illegal dwelling unit (i.e. without zoning and Building Permits). A resident alerted staff to the presence of the illegal third dwelling (i.e. Carriage House). While it is unclear how long this illegal dwelling has been occupied, a second garage was constructed in 1988 which may correspond with the conversion.

The current owner appears to have purchased what was likely a non-conforming property in 2007. When asked, the property owner acknowledged that the garage is occupied as a dwelling. The owner also remarked that the duplex dwelling is being used as a single dwelling with unrestricted access between the two floors. That said, by definition, three dwellings currently exist on the subject property while the A1 zone allows for a single dwelling with suite in the principal dwelling for a maximum of two dwellings. A site inspection to confirm the dwellings has not been undertaken at this time.

As background, the original proposal was to rezone the western portion of the approximately 0.3 ha site to the RM1 - Four Dwelling Housing zone to allow for up to four dwellings. The application has been modified as a result of public consultation with an adjacent neighbour who did not support the original proposal. The proposed rezoning is a necessary precursor to achieving the applicant/owners goal of a two lot subdivision. The proposed rezoning to the RU6 zone requires an OCP amendment from the current Future Land Use designation of Resource Protection Area to the Single/Two Unit Residential.

As proposed, the existing garage appears to be located within the 2.0 metre minimum side yard setback distance of the RU6 zone. As such, should Council support the rezoning, a Development Variance Permit would be required prior to the two lot subdivision being authorized.

Site Context

The subject property is located south of Byrns Road between Benvoulin and Burtch Roads. The 0.30 ha (0.74 ac) subject property is in a rural/agricultural area, outside of the City’s Permanent Growth Boundary. The subject property along with eight others fronting Byrns and Benvoulin Roads are legally non-conforming A1 - Agriculture zoned properties given their parcel size (all significantly less than 4.0 ha). The average parcel size of these properties is 0.18 ha which is consistent with the City’s Rural Residential Zones (i.e. RR1, 2 & 3) which provide for a range of lot sizes between 0.18 and 0.8 hectares when connected to community sewer (1.0 ha if not connected).

All but one property are connected to community water and all but two are currently connected to community sewer. Byrns Road is constructed to a rural standard and contains no storm sewer.

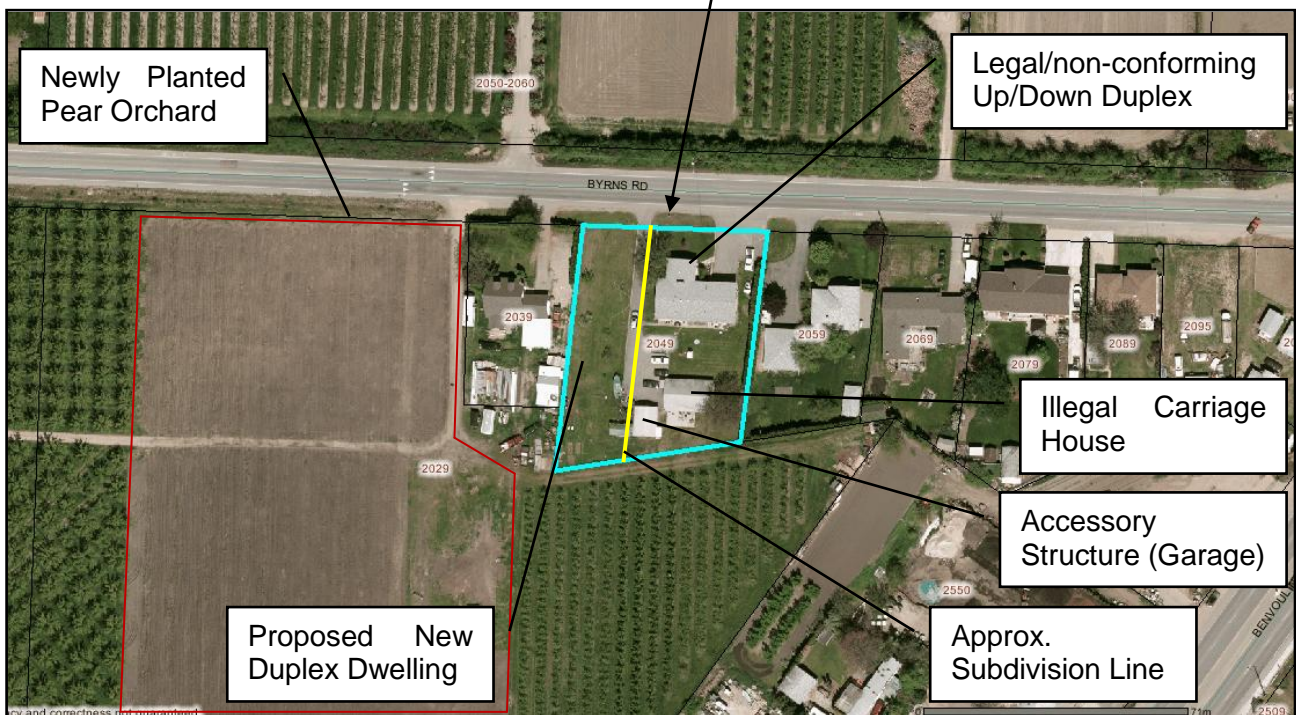
Properties to the north and south of the subject property are large agricultural properties, while properties to the east and west are rural residential in nature, consistent with the subject property.

Specifically, adjacent land uses are as follows:

| Orientation | Zoning | ALR (Yes/No) | Land Use |
|-------------|--------------------|--------------|----------------------------|
| North | A1 - Agriculture 1 | Yes | Agriculture (Ground Crops) |
| East | A1 - Agriculture 1 | No | Rural residential |
| South | A1 - Agriculture 1 | Yes | Agriculture (Orchard) |
| West | A1 - Agriculture 1 | No | Rural residential |

The subject property is located within a Development Permit Area for Farm Protection given its proximity to ALR land. Should Council endorse the proposal, Form & Character (Intensive Residential) Development Permits would also apply and would be authorized at the staff level.

Map 1 - Subject Property Map: 2049 Byrns Road



Map 2 - Photo Key

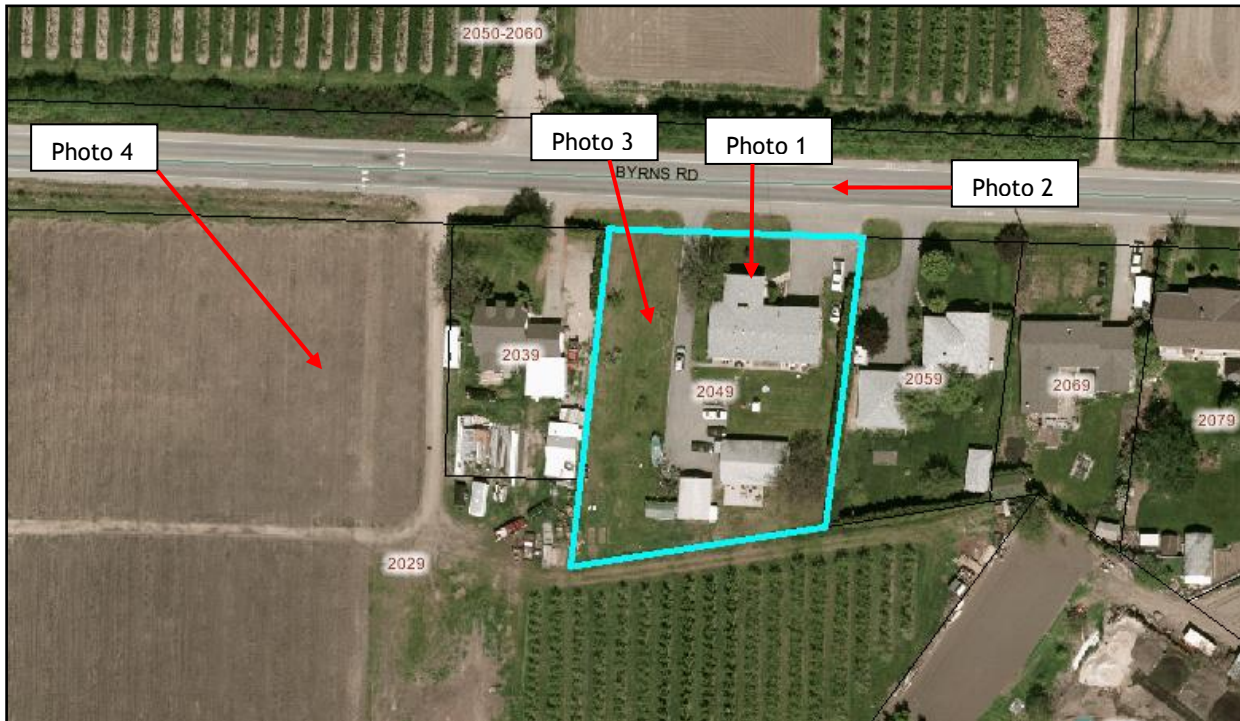


Photo 1: Subject Property and Existing Up/Down Duplex Looking South from Byrns Road (Google Street View - Date Unknown)



Photo 2: Byrns Road Looking West with Subject Property and Existing Dwelling in Foreground (Google Street View - Date Unknown)



Photo 3: Subject Property with Existing Dwelling in Foreground and "Carriage House" in Background (Google Street View - Date Unknown)



Photo 4: Byrns Road Looking Southeast with Newly Planted Pear Orchard Approximately 30 metres from Subject Property (May 30, 2013)



5.0 Current Development Policies

5.1 Kelowna Official Community Plan (OCP)

Objective 5.3 Focus development to designated growth areas¹.

Policy .1 Permanent Growth Boundary. Establish a Permanent Growth Boundary as identified on Map 4.1 and Map 5.2. Support development of property outside the Permanent Growth Boundary for more intensive uses only to the extent permitted as per the OCP Future Land Use designations in place as of initial adoption of OCP Bylaw 10500, except as per Council's specific amendment of this policy. Resource Protection Area designated properties not in the ALR and outside the Permanent Growth Boundary will not be supported for subdivision below parcel sizes of 4.0 ha (10 acres). The Permanent Growth Boundary may be reviewed as part of the next major OCP update.

Policy .2 Compact Urban Form. 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 per ha 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.

Objective 5.33 Protect and enhance local agriculture².

Policy .3 Urban Uses. Direct urban uses to lands within the urban portion of the Permanent Growth Boundary, in the interest of reducing development and speculative pressure on agricultural lands.

Farm Protection DP Guidelines³

Objectives

- Protect farm land and farm operations;
- Minimize the impact of urban encroachment and land use conflicts on agricultural land;
- Minimize conflicts created by activities designated as farm use by ALC regulation and non-farm uses within agricultural areas.

Guidelines

1.1 On properties located adjacent to agricultural lands, design buildings to reduce impact from activities associated with farm operations. Design considerations include, but are not limited to maximizing the setback between agricultural land and buildings and structures, and reducing the number of doors, windows, and outdoor patios facing agricultural land.

1.3 On agricultural and non-agricultural lands, establish and maintain a landscape buffer along the agricultural and/or property boundary, except where development is for a permitted farm use that will not encourage public attendance and does not concern additional residences (including secondary suites), in accordance with the following criteria:

- 1.3.1 Consistent with guidelines provided by Ministry of Agriculture "Guide to Edge Planning" and the ALC report "Landscape Buffer Specifications" or its replacement.

1.5 Design any subdivision or urban development of land to reduce densities and the intensity of uses gradually towards the boundary of agricultural lands.

5.2 City of Kelowna Agriculture Plan

Transportation Policies⁴

New Growth Areas. Discourage the establishment of new growth areas within or beyond agricultural areas that create additional traffic pressure on the local rural road network.

¹ City of Kelowna 2030 Official Community Plan (2011) - Farm Protection Development Permit Chapter; p. 15.2 - 15.4.

² City of Kelowna 2030 Official Community Plan (2011) - Development Process Chapter; p. 5.35.

³ City of Kelowna 2030 Official Community Plan (2011) - Farm Protection Development Permit Chapter; p. 15.2 - 15.4.

⁴ City of Kelowna Agriculture Plan (1998); p. 99.

Urban-Rural/Agricultural Boundary Policies⁵

Farmland Preservation. Direct urban uses to land within the urban portion of the defined urban - rural / agricultural boundary, in the interest of reducing development and speculative pressure, toward the preservation of agricultural lands and discourage further extension of existing urban areas into agricultural lands;

Urban Buffers. Require new development, adjacent to agricultural areas, to establish setbacks, fencing and landscape buffers on the urban side of the defined urban - rural/agricultural boundary;

Parcel Size: Non - Agricultural Land. Discourage subdivision to smaller parcel sizes on lands beyond agricultural areas in order to reduce negative impacts on the farming community and encourage the Central Okanagan Regional District and the Ministry of Environment, Land and Parks to consider maintaining larger minimum parcel sizes for Crown Lands within and adjacent to the City in recognition of the provincial interest in retaining farming;

Isolated Development. In general, not support extensions to existing development or new development isolated within agricultural areas, regardless of ALR status.

6.0 Technical Comments

6.1 Building & Permitting Department

- With respect to legalizing the existing “carriage house” dwelling, staff would need to inspect the structure and plumbing & heating system to see if it meets the requirements of the current building code. An architect and/or engineer would need to submit a report and provide as-built drawings along with establishing if Code criteria is met. Areas of the house may need to be exposed to confirm the work meets Code and retrofit/repair any areas of non-compliance.
- The drawings and specifications are to be submitted as part of a building permit for validation of the work done without permit.

6.2 Development Engineering Department

- See attached.

6.3 Agricultural Advisory Committee

The rezoning was not formally considered by the AAC, but staff referred it to AAC as staff were seeking AAC comments with respect to mitigating the effects on adjacent agriculture should Council support the rezoning:

- AAC members noted that the adjacent farmer (to the south) has recently planted a new pear orchard;
- AAC members cited the potential increase in urban/rural conflict as their primary concern; and
- Should the rezoning be supported, AAC members suggested an extensive buffer zone (e.g. 15 - 20 metres with berm) and plantings to mitigate urban/rural conflict.

⁵ City of Kelowna Agriculture Plan (1998); p. 131 & 132.

7.0 Application Chronology

| | |
|--|------------------|
| Application Received: | April 25, 2013 |
| AAC Referral Review: | May 9, 2013 |
| Technical Comments Complete: | May 29, 2013 |
| Applicant Submits Public Notification Summary: | June 12, 2013 |
| Applicant Submits Revised Land Use Proposal: | July 11, 2013 |
| Applicant Places File on Hold: | August 6, 2013 |
| Council Consideration: | November 4, 2013 |
| Applicant Meeting to Review Council Outcome: | November 6, 2013 |

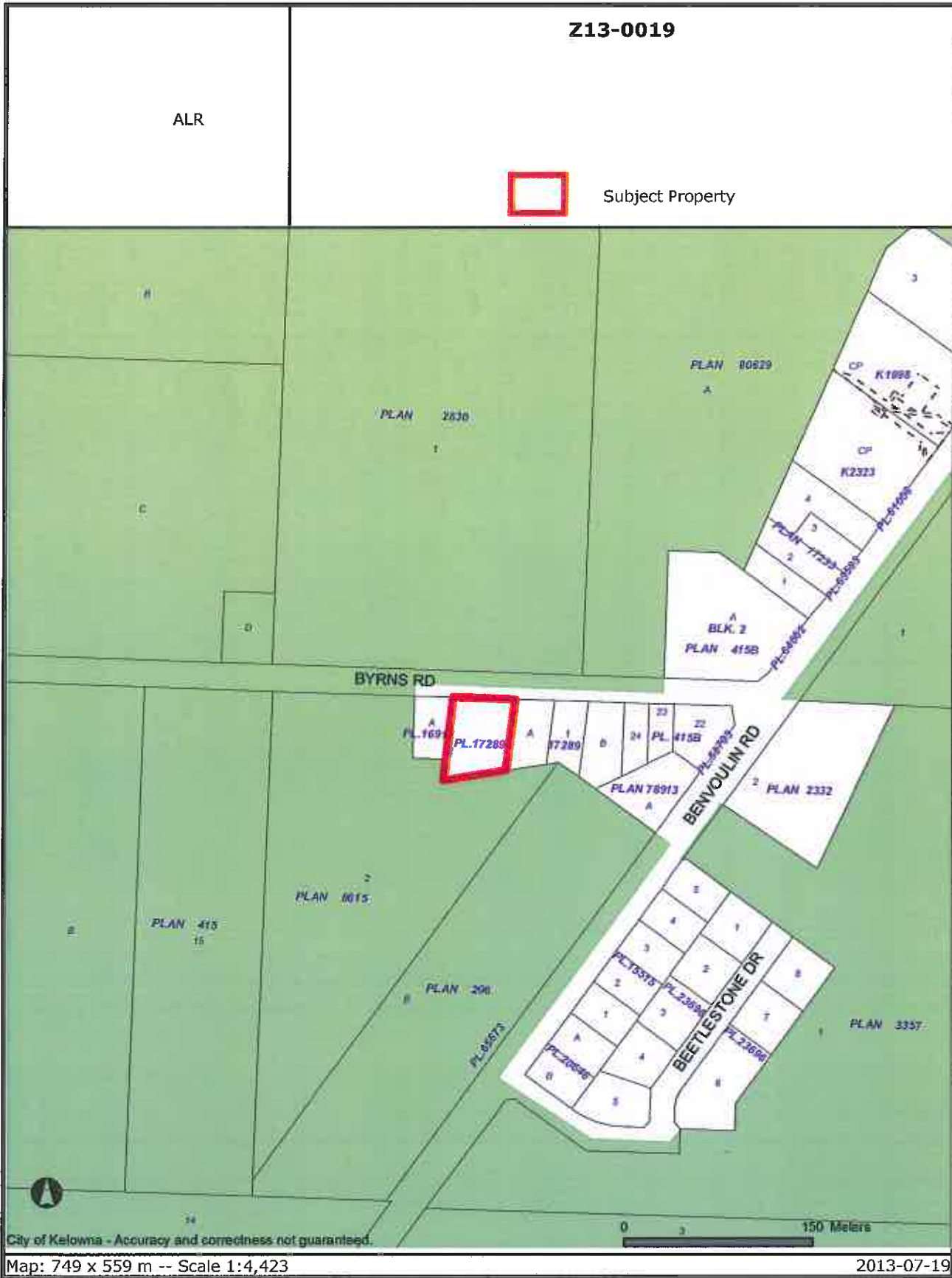
Report prepared by:

Todd Cashin, Subdivision, Agriculture & Environment Services Manager

Approved for Inclusion S. Gambacort, Director

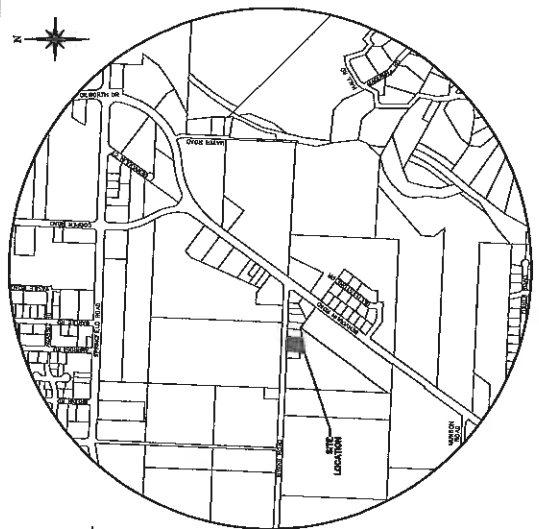
Attachments:

Subject property/zoning map & ALR map (2 pages)
Development Engineering Comments (1 page)
Schedule "A" - Landscape Buffer (1 page)
Preliminary Lot Layout (1 page)



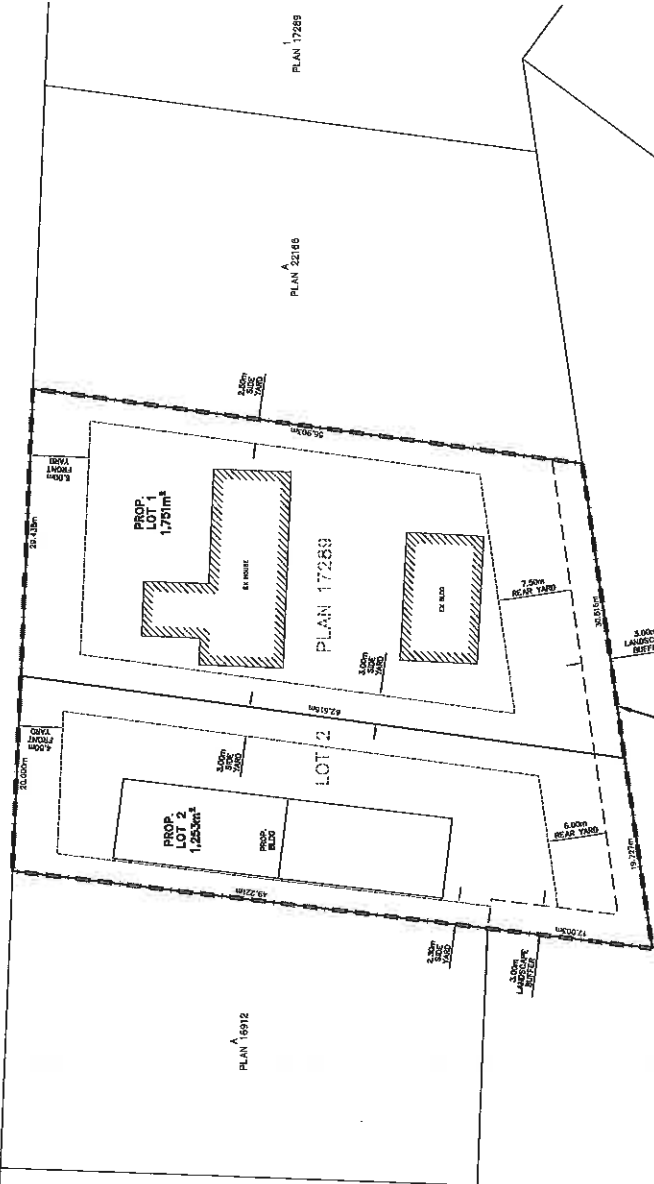
City of Kelowna - Accuracy and correctness not guaranteed.
 Map: 749 x 559 m -- Scale 1:4,423
 2013-07-19

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.



PLAN 2830

BYRNS ROAD



PLAN 206

PROPOSED LOT 2 ZONING

EXISTING ZONING: R1
 LAND USE: RESIDENTIAL
 TOTAL AREA: 1,253 m²
 TOTAL NO. OF LOTS: 1
 MINIMUM LOT AREA: 1,253 m²
 MINIMUM LOT DEPTH: 30.00m

SETBACKS

FRONT YARD: 4.50m
 REAR YARD: 3.00m
 SIDE YARD: 3.00m
 LANDSCAPE BUFFER: 3.00m

PROPOSED LOT 1 ZONING

EXISTING ZONING: R1
 LAND USE: RESIDENTIAL
 TOTAL AREA: 1,770 m²
 TOTAL NO. OF LOTS: 1
 MINIMUM LOT AREA: 1,770 m²
 MINIMUM LOT DEPTH: 30.00m

SETBACKS

FRONT YARD: 6.00m
 REAR YARD: 3.00m
 SIDE YARD: 3.00m
 LANDSCAPE BUFFER: 3.00m

NOTES

TOTAL SUBDIVISION AREA: 3,023m²
 TOTAL No. of LOTS: 2

LEGEND

--- SUBDIVISION BOUNDARY

UTILITIES

POTABLE WATER: CITY OF KELOWNA
 TELEPHONE: TELUS
 GAS: BC NATURAL GAS
 SEWER: BC TELUS
 CABLE: CITY OF KELOWNA
 POWER: BC TELUS
 RAINWATER COLLECTION: COMMUNITY CITY OF KELOWNA

LEGAL DESCRIPTION

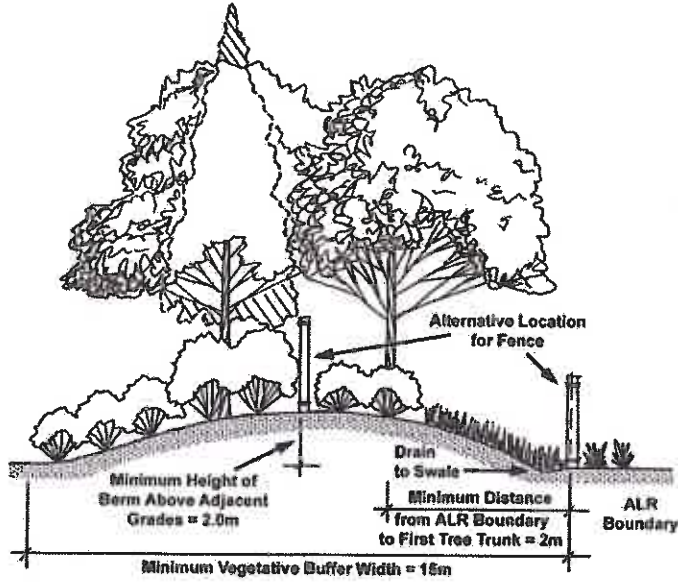
PROPOSED SUBDIVISION OF LOT 2, PLAN 17289, O.D.V.C.

| | | | | | | | |
|--|--|---|--|---|--|-------------------------------------|--|
| <p>LEGEND</p> <p>2 CURB</p> <p>3 SANITARY MANHOLE (EXISTING OR FUTURE)</p> <p>4 SANITARY MANHOLE (PROPOSED)</p> <p>5 STORM MANHOLE (EXISTING OR FUTURE)</p> <p>6 STORM MANHOLE (PROPOSED)</p> <p>7 TRANSFORMER</p> <p>8 UTILITY ANCHOR BOX</p> | | <p>DATE & PLAN</p> <p>DATE: 07/11/13</p> <p>PLAN: 206</p> | | <p>SCALE</p> <p>SCALE: 1:250</p> | | <p>CITY FILE No.</p> <p>2267-P1</p> | |
| <p>BYRNS ROAD</p> | | <p>THE CITY OF KELOWNA</p> <p>ENGINEERING DEPARTMENT</p> | | <p>2049 BYRNS ROAD</p> <p>MARGARITA LITTELY</p> | | <p>PRELIMINARY LOT LAYOUT</p> | |
| <p>PLAN 18912</p> | | <p>PLAN 17289</p> | | <p>PLAN 28168</p> | | <p>REV. NO. 2</p> | |

Schedule "A" - Landscape Buffer

Urban-Side Buffer B (with berm) - Design specifications & layout

The Urban-side Buffer B includes all elements of Buffer A as well as a berm with minimum height 2 m above adjacent grades.



CITY OF KELOWNA
MEMORANDUM

Date: June 24, 2013
File No.: Z13-0019
To: Land Use Management Department (GS)
From: Development Engineering Manager
Subject: 2049 Byrns Road *REVISED* Lot 2 Plan 17289 A1 to RU6 & RM1

Development Engineering has the following comments and requirements associated with this application to rezone from A1 to RU6 & RM1.

1. Domestic Water and Fire Protection

Our records indicate that this property is serviced with a 19mm diameter copper water service. The current by-law requires that only one service be permitted for this application. *The service required for RM1 and RU6 will need to be sized adequately for each zoning. **Larger new services and disconnection of the existing can be provided by City forces at the applicant's expense for the RM1 & RU6 future lot.*** For estimate inquiry's please contact Sergio Sartori, by email ssartori@kelowna.ca or phone, 250-469-8589.

2. Sanitary Sewer

Our records indicate that this property is serviced with a 100mm-diameter sanitary sewer service complete with inspection chamber. *The service is adequate for either the RU6 future lot or the RM1 future lot.*

3. Road Improvements

Byrns Road must be upgraded to an urban standard along the full frontage of this property, including curb and gutter, piped storm drainage facilities, sidewalk, street lighting and pavement widening. A one-time cash payment in lieu of construction must be collected from the applicant for future construction by the City. The cash-in-lieu amount is determined to be **\$18,300.00** not including utility service costs

4. Access, Manoeuvrability and Parking Requirements

On-site parking modules must meet bylaw requirements.



Steve Muenz, P. Eng.
Development Engineering Manager

SS

CITY OF KELOWNA

BYLAW NO. 10897

Official Community Plan Amendment No. OCP13-0012

Margarita Littley

2049 Byrns Road

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 Lot 2, District Lot 130, ODYD, Plan 17289 Except Plan 22166, located on 2049 Byrns Road, Kelowna, B.C., from the Resource Protection Area (REP) designation to the Single/Two Unit Residential (S2RES) designation;
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

CITY OF KELOWNA
BYLAW NO. 10898
Z13-0019 - Margarita Littley
2049 Byrns Road

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 2, District Lot 130, ODYD, Plan 17289 Except Plan 22166 located on 2049 Byrns Road, Kelowna, B.C., from the A1 - Agriculture 1 zone to the RU6 - Two Dwelling 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

REPORT TO COUNCIL



Date: November 13, 2013
RIM No. 1250-30
To: City Manager
From: Urban Planning, Community Planning and Real Estate (RS)
Application: Z12-0051 **Owner:** Heinz Strege
Address: 1460 Graham Road **Applicant:** Heinz Strege
Subject: 2013-11-25 Report Z12-0051 Extension to Nov 13 2014
Existing OCP Designation: Single/Two Family Residential
Existing Zone: RU1 - Large Lot Housing
Proposed Zone: RU6b - Two Dwelling Housing with Boarding or Lodging House

1.0 Recommendation

THAT in accordance with Development Application Procedures Bylaw No. 10540, the deadline for the adoption of Zone Amending Bylaw No.10771 for Lot 8 Section 22 Township 26 ODYD Plan 11186 except Plans H12895 and KAP70891 located on 1460 Graham Road, be extended from November 13, 2013 to November 13, 2014.

2.0 Purpose

The applicant is seeking an extension to their original application, which is set to expire on November 13, 2013. The original application proposed to rezone the subject property from the RU1 - Large Lot Housing zone to the RU6b - Two Dwelling Housing with Boarding or Lodging House to legalize the existing use on the site.

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 on 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 of the Procedure Bylaw makes provision that 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. 10768 received second and third readings on November 13, 2012 after the Public Hearing held on the same date. The applicant wishes to have this application remain open for and additional twelve (12) months. This project remains unchanged and is the same in all respects as originally applied for.

In support of this request, the applicant has stated that they are moving forward in completing the rezoning.

The Urban Planning Branch recommends Council consider the request for an extension favourably. The applicant has nearly completed all conditions for final adoption and it is anticipated that the applicant will be able to complete the remaining items early in the new year.

Report prepared by:

Ryan Smith, Manager
Urban Planning

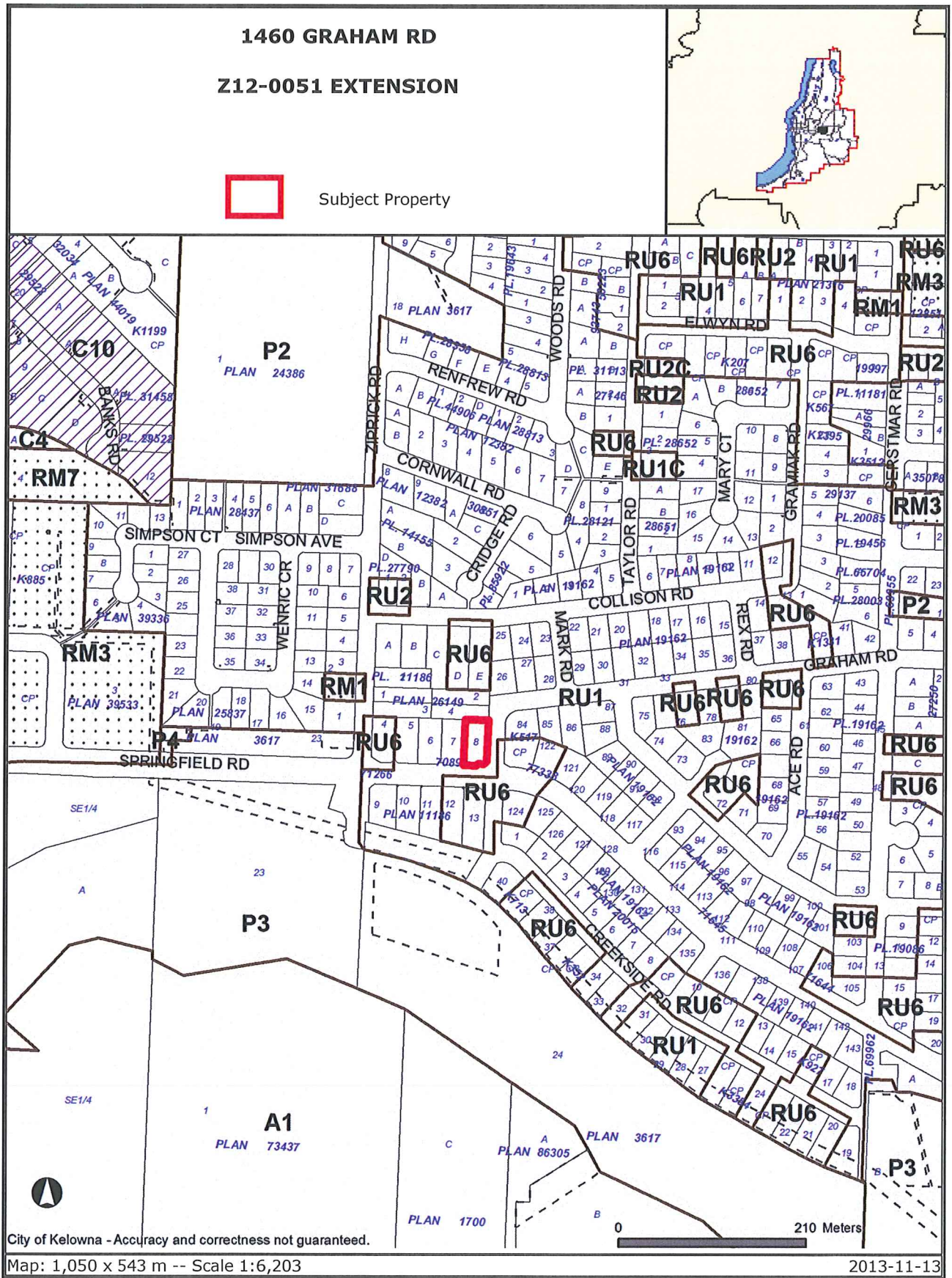
Approved for Inclusion:



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: November 13, 2013
RIM No. 1250-30
To: City Manager
From: Urban Planning, Community Planning and Real Estate (RS)

Application: Z12-0047 **Owner:** 0872645 B. C. Ltd., Inc. No. BC0872645
Onakar Singh Dhillon & Ranjit Kaur Dhillon

Address: 875 & 885 Mayfair Road **Applicant:** Phillip Patara

Subject: 2013-11-25 Report Z12-0047 Extension to Nov 13 2014

Existing OCP Designation: Single/Two Unit Residential
Existing Zone: RU1 - Large Lot Housing
Proposed Zone: RU6 - Large Lot Housing with Secondary Suite

1.0 Recommendation

THAT in accordance with Development Application Procedures Bylaw No. 10540, the deadline for the adoption of Zone Amending Bylaw No.10768 for Lot 4 District Lot 143 ODYD Plan 22026 located on 875 Mayfair Road and Lot 3 District Lot 143 ODYD Plan 22026 located on 885 Mayfair Road, be extended from November 13, 2013 to November 13, 2014.

2.0 Purpose

The applicant is seeking an extension to their original application, which is set to expire on November 13, 2013. The original application proposed to rezone the subject property from the RU1 - Large Lot Housing zone to the RU6 - Large Lot Housing with Secondary Suite to facilitate a three lot subdivision.

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 on 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 of the Procedure Bylaw makes provision that 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. 10768 received second and third readings on November 13, 2012 after the Public Hearing held on the same date. The applicant wishes to have this application remain open for and additional twelve (12) months. This project remains unchanged and is the same in all respects as originally applied for.

In support of this request, the applicant has stated that they are moving forward in completing the rezoning.

The Urban Planning Branch recommends Council consider the request for an extension favourably. The applicants are working on financing and hope to move forward in the spring of 2014.

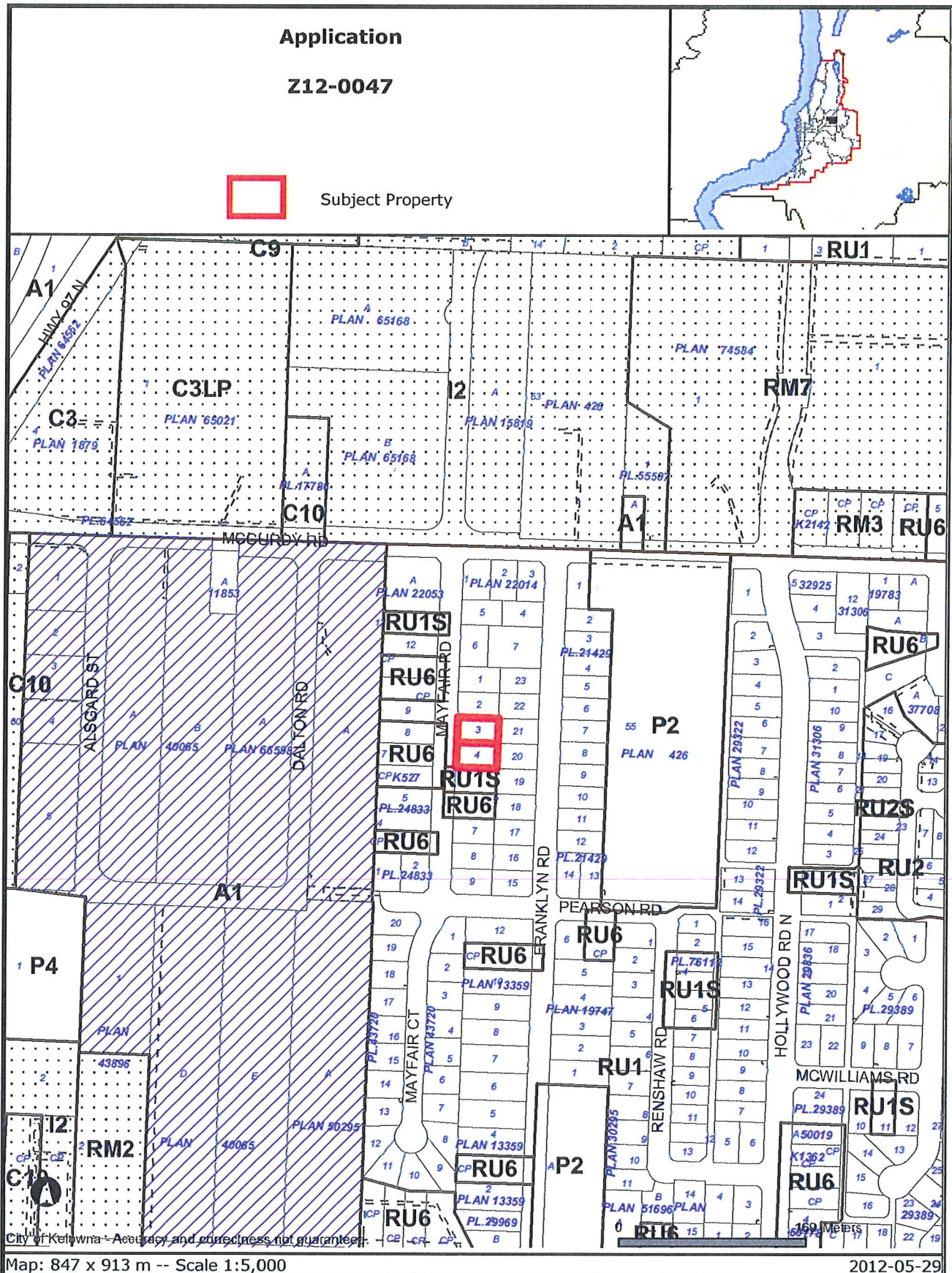
Report prepared by:

Ryan Smith, Manager
Urban Planning

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: Nov 14, 2013
Rim No. 0910-01
To: City Manager
From: Bylaw Services Manager
Subject: Bylaw Adjudication Update 2013

Recommendation:

THAT Council receives, for information, the Report of the Bylaw Services Manager dated November 14, 2013 with respect to the Bylaw Adjudication System Update;

AND THAT Bylaw No. 10883, being Amendment No. 7 to Bylaw Notice Enforcement Bylaw No. 10475 be forwarded for reading consideration;

AND THAT Council approves the amendment to the Southern Interior Bylaw Notice Dispute Adjudication Registry Agreement by adding the Regional District of Central Okanagan, and District of Coldstream as a partner;

AND THAT the Mayor and City Clerk be authorized to execute the amendment to the Agreement.

Purpose:

To provide Council with an update on the Bylaw Adjudication Program; to make minor amendments to the establishment bylaw; and to add the Regional District of Central Okanagan and the District of Coldstream to the Southern Interior Bylaw Notice Dispute Adjudication Registry Agreement.

Background:

In October 2003, the Province of British Columbia enacted legislation providing an alternative approach for processing and resolving minor bylaw infractions, the *Local Government Bylaw Notice Enforcement Act*.

Prior to the *Local Government Bylaw Notice Enforcement Act* (the Act), there were three main strategies used by local governments to deal with a problem:

1. Seek voluntary compliance;
2. Issue a traffic "offence notice" for various offences seeking voluntary payment of a prescribed fine; or
3. Initiate formal court proceedings by issuing a Municipal Ticket Information (MTI) or swearing an Information and issuing a Summons.

Over the past fifteen years, there have been various calls for bylaw reform with respect to enforcement and prosecution. Calls for reform have come from the Union of British Columbia Municipalities (UBCM), the Hughes Commission on Access to Justice and the Chief Judges' Task Group on Sitting Justices of the Peace. In response to these calls, the Province enacted the *Local Government Bylaw Notice Enforcement Act*.

Under the Act, local governments may establish a local government bylaw dispute adjudication system, more simply known as an adjudication system, which replaces the Provincial Court as the venue for resolving disputes of minor municipal bylaw breaches.

An initiative, led by the City of Kelowna, involving nine Okanagan local governments resulted in the Southern Interior Bylaw Notice Dispute Registry being established in January 2011.

Prior to this anyone wishing to dispute a minor bylaw violation such as a parking ticket was required to appear in BC Provincial Court which was an expensive and time-consuming process for the disputant, the Provincial Court System and the local municipality.

Staff investigated partnerships with other local Okanagan Governments with the intent of delivering a simple, fair and cost effective method of enforcement of minor Bylaw infractions. A cost sharing agreement was entered into with the following local governments:

| | | |
|------------------------|---|-----------------------|
| City of Kelowna | District of West Kelowna | District of Peachland |
| City of Penticton | District of Lake Country | City of Vernon |
| District of Summerland | Regional District of Okanagan Similkameen | |
| Town of Oliver | | |

By implementing a joint adjudication system, the local governments involved created the mechanism where all minor bylaw matters could be resolved through a streamlined process. The new system saves taxpayer dollars and allows provincial and local government resources to be used more efficiently and effectively. As well, individuals challenging tickets issued for minor infractions have had their dispute heard in a timelier manner than going through the court system.

The Regional District of Central Okanagan , and the District of Coldstream have been granted permission by the Province to issue tickets under the *Local Government Bylaw Notice Enforcement Act* and staff recommend both the RDCO and DOC be included as part of the Southern Interior Registry.

SOUTHERN INTERIOR BYLAW NOTICE ADJUDICATION

The system is authorized by the Province to operate as a dispute resolution forum for handling minor bylaw offence ticket disputes. While there is one combined system for all of the participating local governments, each maintains their own bylaws, penalties and policies with respect to compliance with the bylaws. The Bylaw Notice Dispute Adjudication System allows municipalities to deal with bylaw ticket disputes for minor infractions at the local level more effectively than through the Provincial Court system and offers a more streamlined process for paying and collecting fines.

Persons who receive a bylaw offence notice will have the opportunity to dispute violations out of court via a provincially appointed adjudicator who will hear all disputes. (Typically adjudicators are retired former provincial court judges or judicial justice's of the peace).

The adjudication calendar and bookings for all coordinated municipalities are managed by Kelowna City Bylaw staff.

Adjudication sessions have been scheduled monthly since mid-2011, including two annually in both Penticton and Vernon.

Screening Officer

One of the benefits of the system is the ability to designate City staff as "Screening Officers." Screening officers act as "gatekeepers" to the adjudication system by reviewing all disputed Bylaw Notices prior to adjudication. This review, between the screening officer and disputant, creates a number of efficiencies for the system. The screening process results in a number of disputed Bylaw Notices avoiding adjudication, resulting in cost and time savings. The screening officer has the authority to cancel a Bylaw Notice if he or she believes that the allegation did not occur, or that the required information is missing from the Notice. The local government may also permit the screening officer to cancel a Bylaw Notice in other circumstances set out by the local government. The screening process is also educational as screening officers explain the bylaw in question to disputants, allowing the public to better understand bylaws, and in some cases, realize the errors they may have made. This causes some citizens to withdraw their notice to dispute following their discussion with the Screening Officer.

Staff recommend amending section 7.2 of the Bylaw Notice Enforcement Bylaw to update position title changes and to amend the title of "Administrative Coordinator, Corporate Services" to "Bylaw Enforcement Coordinator", "Bylaw Supervisor" to "Bylaw Services Manager", "City Clerk; and Director of Corporate Services" to "City Clerk;", "Director of Corporate and Protective Services" and add the new "Senior Bylaw Officer" designation as a Screening Officer option.

Compliance Agreements

A Screening Officer may enter into a compliance agreement for certain types of charges, with a person who has received a Bylaw Notice. A compliance agreement will include acknowledgement of the contravention of the bylaw and will typically set out remedies or conditions on future behavior to be performed within a designated period of time, and reduce or waive the fine at the conclusion of that period.

Staff have experienced increased success over the past two years, resolving many infractions including some City land use and zoning files with the use of compliance agreements. This has been a successful tool in bringing many properties into full compliance in a timelier manner, which in the past would have resulted in outstanding fine amounts being left unpaid, or required costly court proceedings.

Appeals

The decision of the adjudicator is final and the Act does not allow for appeals. If a failed disputant or the local government feels that the adjudicator exceeded his or her authority, or

made an error at law, the person or local government may seek relief in the Supreme Court of British Columbia under the *Judicial Review Procedure Act*.

A challenge to the validity of the local government bylaw or a claim that enforcement of the bylaw infringed on the Charter rights of the disputant must be initiated as a separate matter in the Supreme Court of BC. To date this has not occurred with the Southern Interior Adjudication system.

Staff recommends amending Section 9.1 (a) to clarify the intent that RCMP members are considered Bylaw Enforcement Officers for the purposes of the *Local Government Bylaw Notice Enforcement Act* and the Bylaw.

Internal Circulation:

Divisional Director, Corporate & Protective Services

Legal/Statutory Authority:

Local Government Bylaw Notice Enforcement Act

Legal/Statutory Procedural Requirements:

Considerations not applicable to this report:

Existing Policy:

Financial/Budgetary Considerations:

Personnel Implications:

External Agency/Public Comments:

Communications Comments:

Alternate Recommendation:

Submitted by:



Greg Wise, Bylaw Services Manager

Approved for inclusion:
Services



R.Mayne, Divisional Director Corporate & Protective

Attachments:

CITY OF KELOWNA

BYLAW NO. 10883

Amendment No. 7 to Bylaw Notice Enforcement Bylaw No. 10475

The Municipal Council of the City of Kelowna, in open meeting assembled, enacts that the City of Kelowna Bylaw Notice Enforcement Bylaw No. 10475 be amended as follows:

1. THAT **SECTION 7 - SCREENING OFFICERS, 7.2** be deleted in its entirety that reads:

- “(a) Administrative Coordinator, Corporate Services;
- (b) Administrative Clerk, Bylaw Services;
- (c) Bylaw Enforcement Clerk;
- (d) Bylaw Services Supervisor;
- (e) City Clerk; and
- (f) Director, Corporate Services.”

And replaced with the following:

- “(a) Bylaw Enforcement Clerk;
- (b) Bylaw Enforcement Coordinator;
- (c) Bylaw Services Manager;
- (d) City Clerk;
- (e) Director, Corporate Service and Protective Services; and
- (f) Senior Bylaw Officer”

2. That **SECTION 9 - BYLAW ENFORCEMENT OFFICERS, 9.1 (a)** be amended by adding the following to the end of sub-paragraph (b):

“or
(iii) The Royal Canadian Mounted Police Force”.

3. This bylaw may be cited for all purposes as "Bylaw No. 10883, being Amendment No. 7 to Bylaw Notice Enforcement Bylaw No. 10475"

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

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

Adopted by the Municipal Council of the City of Kelowna this

Mayor

City Clerk

Report to Council



Date: November 25, 2013
Rim No. 1510-30
To: City Manager
From: Kevin Van Vliet, Manager Utility and Building Projects
Subject: 2013-11-20 Report - Family Y Project Update
Report Prepared by: M. Lamothe, Design Technician

Recommendation:

THAT Council receives, for information, the report from the Manager, Utility & Building Projects dated November 25, 2013, regarding the expansion of the Family Y Structural Repairs and Renovations.

Purpose:

To provide Council an update on the project to repair the structural slab below the women's change room and the related men's and family change room renovation at the Kelowna Family Y in Rutland.

Background:

The scope of this project is to repair the failing structural concrete slab above the boiler room at the Kelowna Family Y. The slab in question forms the floor of the current women's change room and the structural repair requires complete demolition and replacement of the women's change room including all furniture and finishing. Large cracks have formed and spalling concrete is visible on the underside of the slab. Shoring posts on a 1m grid pattern are currently in place to help support the failing structural slab. Studies conducted inform us prolonged humidity within the boiler room contributed to and ultimately caused the failure. Removal or at least a significant decrease in heat and humidity has been achieved by the installation of an air to water heat pump that removes heat from the room and places it back into the domestic hot water system.

The YMCA of Okanagan recognized that this structural repair would update the women's change room and saw this as an opportune time to update the men's and family change rooms. A cost estimate for the additional change room renovations was developed in coordination with Bruce Carscadden Architects and LTA Cost Consultants. The YMCA of Okanagan Board of Directors approved a maximum of \$715,000 in funding towards the project.

On July 5, 2013 council amended the Capital budget and project scope to add the men's and family change room renovations to the project scope and directed staff to manage the overall project on behalf of the City and YMCA of Okanagan.

Detailed design for the renovations was complete in mid October and Tender's were invited for the project. Tenders closed on Tuesday, November 12. Five bids were received, of them four were compliant. Sawchuck Developments was low bid with a price of \$1,124,870.00 for construction of all three change rooms and the structural slab repair work.

Construction is expected to begin in early December and will start in the women's change room area. During construction there will be no family change room as that space will be used as temporary change room space for either men's or women's depending on the phase of construction.

At the end of the project the women's change room will be updated, but functionally similar to what is there today. The men's change room will be slightly smaller, which is suitable for the usage it gets. The Family Change room will increase substantially as this is considered the YMCA's target market and a driving factor in membership purchase, renewal and facility growth.

Financial/Budgetary Considerations:

The low compliant bid, along with all other project costs such as consulting fees permits, etc., falls within the total project budget of \$1,565,000. This includes a \$250,000 Federal Community Infrastructure Improvement Funding Grant (CIIF).

External Agency/Public Comments:

The General Manager of the YMCA stated: "The YMCA of Okanagan recognized that this renovation would update the women's change room and saw this as an opportune time to update the men's and family change rooms. These change rooms have not been renovated since the facility was built in 1980 and, with the recently expanded facility now serving a large number of families, this is also an opportunity to reconfigure the space to increase the size of the family change room."

Considerations not applicable to this report:

Internal Circulation:

Legal/Statutory Authority:

Legal/Statutory Procedural Requirements:

Existing Policy:

Personnel Implications:

Communications Comments:

Alternate Recommendation:

Submitted by:

K. Van Vliet, Manager Utility and Building Projects



Approved for inclusion:
Services

W.J. Berry, P.Eng., Director, Design & Construction

Attachment 1: Kelowna Family YMCA Presentation

cc: Divisional Director, Communications & Services

KELOWNA FAMILY YMCA RENOVATIONS AND SLAB REPAIR



- Replace concrete floor in woman's change room

- Install air to water heat pump to remove humidity from boiler room

- Renovate all three change rooms within the facility

Consultant: Bruce Carscadden & Stantec Ltd.
Contractor: Sawchuck Developments Ltd.

Completion: June 2014
Cost: 1.5 million

KELOWNA FAMILY YMCA RENOVATIONS AND SLAB REPAIR



KELOWNA FAMILY YMCA RENOVATIONS AND SLAB REPAIR



KELOWNA FAMILY YMCA RENOVATIONS AND SLAB REPAIR



KELOWNA FAMILY YMCA RENOVATIONS AND SLAB REPAIR



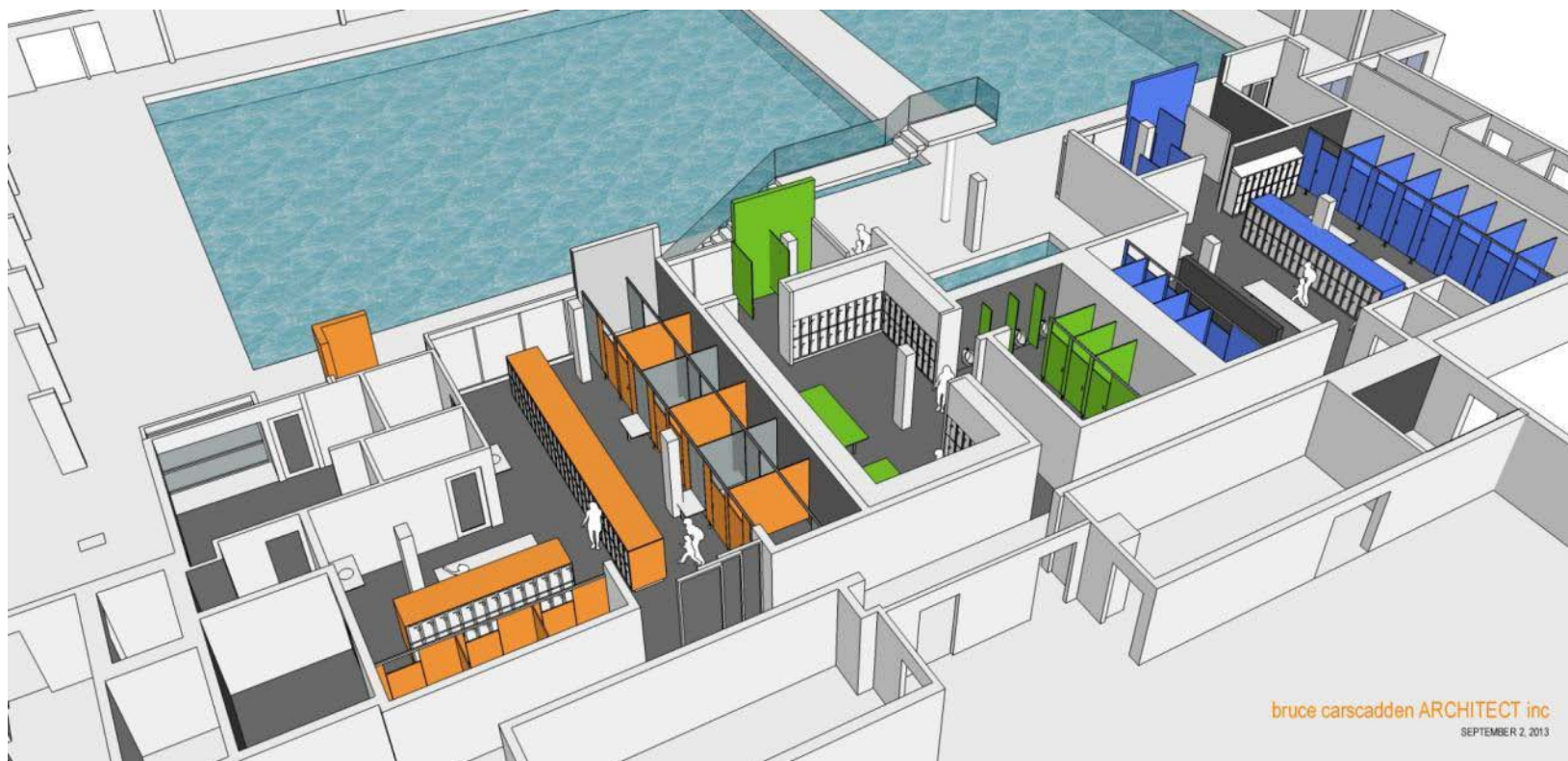
KELOWNA FAMILY YMCA RENOVATIONS AND SLAB REPAIR



KELOWNA FAMILY YMCA RENOVATIONS AND SLAB REPAIR



KELOWNA FAMILY YMCA RENOVATIONS AND SLAB REPAIR



KELOWNA FAMILY YMCA RENOVATIONS AND SLAB REPAIR



KELOWNA FAMILY YMCA RENOVATIONS AND SLAB REPAIR

Construction to commence December 2013

Phase 1 – Women's Change Room

Phase 2 – Men's Change Room

Phase 3 – Family Change Room

Expected completion date of June 2014

DRAFT RESOLUTION

Re: Helicopter Landing - Santa Claus - Northern Air Support Ltd.

THAT Council grants approval to Northern Air Support Ltd. to fly Santa Claus from the Kelowna International Airport to the Kelowna Golf & Country Club, and back, on December 8th and 15th, 2013, subject to the approval of Transport Canada and compliance with all related flight requirements.

BACKGROUND:

See attached.

Date: November 15, 2013



Kelowna International Airport
6285 Airport Way
Kelowna, BC V1Y 1S1

T: (250) 765-0100
F: (250) 765-0077
E: heli@northernairsupport.com

Rocky Mtn. House Mun. Airport
Box 368, Hangar #16
Rocky Mtn. House, AB T4T 1A3

T: (403) 845-6274
F: (403) 845-7984
E: cblock@northernairsupport.com

November 15, 2013

City of Kelowna
1435 Water Street
Kelowna, B.C.
V1Y 1J4

Fax (250) 862-3315

Attention: Mayor's Office
Sandi Horning

Your Worship and Council:

The Kelowna Golf and Country Club have asked us to fly Santa Claus from the Kelowna Airport to the Golf and Country Club on December 8th and 15th, 2013. The helicopter would land on the 16th tee at approximately 11:40 a.m. and then return to the airport approximately 2:00 p.m. During our stay at the golf club we will be taking five lucky winners for a ten-minute helicopter ride.

We require approval from the City of Kelowna prior to our receiving approval for the flights from Transport Canada.

These flights are all strictly for Santa and the kids. All flights to and from the Kelowna Golf and Country Club are non-revenue. We look forward to hearing from you at your earliest convenience.

Yours truly,

Jim Stibbard
p.p. Rob Askin
Operations Manager
Northern Air Support

Jim Stibbard on behalf of Rob Askin