City of Kelowna Regular Council Meeting AGENDA



Monday, January 13, 2014 1:30 pm Council Chamber City Hall, 1435 Water Street

				Pages
1.	1. Call to Order			
	public	record.	s open to the public and all representations to Council form part of the A live audio feed is being broadcast and recorded by CastaNet and a cast is shown on Shaw Cable.	
2.	Confi	rmation c	of Minutes	4 - 8
	Regul	ar PM Me	eting - December 16, 2013	
3.	B. Development Application Reports & Related Bylaws			
	3.1	Rezonin	Community Plan Bylaw Amendment Application No. OCP12-0017 & g Application No. Z12-0069, Supplemental Report - 1215 St. Paul 567 & 557 Clement Avenue, Joseph Higgins et al	9 - 28
	To amend the Official Community Plan Future Land Use Designation from Multiple Unit Residential-Medium Density to Mixed Use (Residential/commercial) and to rezone from RU2- Medium Lot Housing to C7-Central Business Commercial zone in order to permit the construction of a 4 storey mixed use building.			
		3.1.1	Bylaw No. 10901 (OCP12-00017) - 1215 St. Paul Street and 557 & 567 Clement Avenue, Joseph Higgins et al	29 - 29
			Requires a majority of all members of Council (5). To give Bylaw No. 10901 first reading in order to change the future land use designations of the subject properties from Multiple Unit Residential - Medium Density designation to the Mixed Use (Residential/Commercial) designation.	
		3.1.2	Bylaw No. 10902 (Z12-0069) - 1215 St. Paul Street and 557 & 567 Clement Avenue	30 - 30

To give Bylaw No. 10902 first reading in order to rezone the subject

properties from the RU2 - Medium Lot Housing zone to the C7 - Central Business Commercial zone.

3.2 Rezoning Application No. Z12-0070 & Text Amendment Application No. TA13-0005 - 543 Tungsten Ct, Tysen Properties Ltd.

31 - 58

To consider a proposal to rezone the subject property from the RU1 - Large Lot Housing zone to the RU4h - Low Density Cluster Housing (Hillside Area) in order to facilitate the development of four duplexes (8 units) on the subject property. A corresponding Text Amendment is proposed to the RU4 - Low Density Cluster Housing and RU4h - Low Density Cluster Housing (Hillside Area) zones to increase the maximum density for the zones from 15 units per hectare to 17 units per hectare.

3.2.1 Bylaw No. 10899 (TA13-0005) - Amendments to Section 13.4, Low Density Cluster Housing in Zoning Bylaw No. 8000

59 - 59

To give Bylaw No. 10899 in order to amend Section 13.4 of the Zoning Bylaw No. 8000.

3.2.2 Bylaw No. 10907 (Z12-0070) - 543 Tungsten Court, Tysen Properties Ltd.

60 - 60

To give Bylaw No. 10907 first reading in order to rezone the subject property from the RU1 - Large Lot Housing zone to the RU4h - Low Density Cluster Housing (Hillside Area) zone.

3.3 Rezoning Application No. Z10-0093, Extension Report - 3170 Sexsmith Rd, Shanny Toews et al

61 - 63

To consider a final extension to extend the date for adoption of Zone Amending Bylaw No. 10443 from November 16, 2013 to November 16, 2014 in order to rezone the subject property from the A1 – Agriculture 1 zone to the new I6 – Low-Impact Transitional Industrial zone.

3.4 Rezoning Application No. Z12-0052, Extension Report - 2219 Mayer Road, Heinz Strege

64 - 66

To consider extending the date for adoption of Zone Amending Bylaw No. 10776 from November 13, 2013 to November 13, 2014 in order to facilitate the rezoning of the subject property to enable the development and operation of a supported housing facility containing 16 units.

3.5 Carriage House and Secondary Suites Housekeeping

67 - 70

To update zoning discrepancies for properties that still have an "s" (secondary suite) designation that had not been addressed during the initial Secondary Suites amendments in 2012.

4. Bylaws for Adoption (Development Related)

4.1	Bylaw No. 10894 (Z13-0033) - 868 Liban Court, Laryn & Judith Penner 71		
	RU1 - L	ot Bylaw No. 10894 in order to rezone the subject property from the arge Lot Housing zone to the RU1c - Large Lot Housing with Carriage zone to allow the construction of a carriage house.	
Non-[Developm	ent Reports & Related Bylaws	
5.1	Quarte	rly Report	72 - 86
	To prov 2013.	ride Council with an update of the City's activities for the fourth quarter of	
5.2	Predict	ive Modeling and Dynamic Deployment System Update	87 - 97
	•	ride additional information on the Predictive Modeling and Dynamic ment System.	
5.3	City Pa	rk Tennis Court Replacement Update	98 - 101
	•	ort back to Council on the feasibility of including pickleball in the 2014 rk Tennis Court Replacement.	
5.4	Grant A	administration Agreement for Social Grants	102 - 106
	adminis Social [cute a grant agreement with the Central Okanagan Foundation to ster and adjudicate the 2014 Social Grants including the Community Development Grants, Emergency Grants and Grants to Address Sexual ation of Youth on behalf of the City of Kelowna.	
5.5	New Ke	elowna Police Services Building Project Loan Authorization Bylaw	107 - 108
	Service	reading consideration to Bylaw No. 10900 being Kelowna Police is Building Loan Authorization Bylaw in order to forward the Bylaw utory Approval as the next step before initiating the Alternative Approval is.	
	5.5.1	Bylaw No. 10900 - Kelowna Police Services Building Loan Authorization Bylaw	109 - 110
		To give first, second and third reading consideration to Police Services Building Loan Authorization Bylaw No.10900	
Mayo	r and Cou	uncillor Items	

6.

7. Termination

5.



City of Kelowna Regular Council Meeting Minutes

Date:

Monday, December 16, 2013

Location:

Council Chamber

City Hall, 1435 Water Street

Council Members

Present:

Mayor Walter Gray and Councillors Andre Blanleil, Maxine DeHart, Gail Given*, Robert Hobson, Mohini Singh, Luke Stack and Gerry

Zimmermann

Council Members

Absent:

Councillor Colin Basran

Staff Present:

City Manager, Ron Mattiussi; City Clerk, Stephen Fleming; Divisional Director, Active Living & Culture, Jim Gabriel*; Manager, Subdivision, Agricultural & Environment, Todd Cashin*; Planner II, Alec Warrender*; Manager, Policy & Planning, Danielle Noble-Brandt*; and Council Recording Secretary, Sandi Horning

(* denotes partial attendance)

1. Call to Order

Mayor Gray called the meeting to order at 1:37 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 Hobson

R799/13/12/16 THAT the Minutes of the Regular PM Meeting of December 9, 2013 be confirmed as circulated.

Carried

- 3. Development Application Reports & Related Bylaws
 - 3.1. Rezoning Application No. Z13-0036 1060 Hollywood Road S., Swaranjit Singh Punia & Harbant Kaur Punia

Staff:

Displayed a PowerPoint Presentation summarizing the application before Council.

Moved By Councillor Hobson/Seconded By Councillor Zimmermann

R800/13/12/16 THAT Rezoning Application No. Z13-0036 to amend the City of Kelowna Zoning Bylaw No. 8000 by changing the zoning classification of Lot 1, Section 22, Township 26, ODYD, Plan KAP58290, located on 1060 Hollywood Rd, Kelowna, BC from the RU1 - Large Lot Housing zone to the RU6 - Two Dwelling 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 issuance of a Preliminary Layout Review Letter by the Approving Officer;

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.

Carried

3.1.1. Bylaw No. 10904 (Z13-0036) - 1060 Hollywood Road S, Swaranjit Singh Punia & Harbant Kaur Punia

Moved By Councillor Zimmermann/Seconded By Councillor DeHart

R801/13/12/16 THAT Bylaw No. 10904 be read a first time.

Carried

City Clerk:

- Advised that this application will be scheduled to the January 21, 2014 Public Hearing.
 - 3.2. Rezoning Application No. Z13-0039 1334 St Paul St, CTQ Holdings Ltd.

Staff:

Displayed a PowerPoint Presentation summarizing the application before Council.

Moved By Councillor Given/Seconded By Councillor Hobson

R802/13/12/16 THAT Rezoning Application No. Z13-0039 to amend the City of Kelowna Zoning Bylaw No. 8000 by changing the zoning classification of Lot 17, District Lot 139, ODYD, Plan 645, located at 1334 St. Paul Street, Kelowna, BC from the I2 - General Industrial zone to the C7 - Central Business Commercial 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 in conjunction with Council's consideration of a Development Permit for the subject property;

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

Carried

3.2.1. Bylaw No. 10906 (Z13-0039) - 1334 St. Paul Street, CTQ Holdings Ltd.

Moved By Councillor Given/Seconded By Councillor Stack

R803/13/12/16 THAT Bylaw No. 10906 be read a first time.

Carried

City Clerk:

- Advised that this application will be scheduled to the January 21, 2014 Public Hearing.
 - 3.3. Rezoning Application No. Z09-0035, Extension Request 3130 Sexsmith Road, Matthew James Ewonus

Councillor Given declared a conflict of interest as the Applicant is her financial advisor and left the meeting at 1:44 p.m.

Staff:

Confirmed that this will be the third and final extension supported by staff.

Moved By Councillor Stack/Seconded By Councillor Singh

R804/13/12/16 THAT in accordance with Development Application Procedures Bylaw No. 10540, the deadline for the adoption of Zone Amending Bylaw No. 10436 (Z09-0035), for Lot 28 Section 3 Township 23 ODYD Plan 18861, located at 3130 Sexsmith Road, Kelowna, BC, be extended from November 16, 2013 to November 16, 2014.

Carried

3.4. Rezoning Application No. Z10-0092, Extension Request - 3150 Sexsmith Road, Kimberly & John Berg

Councillor Given rejoined the meeting at 1:45 p.m.

Moved By Councillor Zimmermann/Seconded By Councillor Blanleil

R805/13/12/16 THAT in accordance with Development Application Procedures Bylaw No. 10540, the deadline for the adoption of Zone Amending Bylaw No. 10443 (Z10-0092), for Lot 27 Section 3 Township 23 ODYD Plan 18861, located at 3150 Sexsmith Road, Kelowna, BC, be extended from November 16, 2013 to November 16, 2014.

Carried

- 4. Bylaws for Adoption (Development Related)
 - 4.1. Bylaw No. 10670 (TA09-0007) Text Amendment to Zoning Bylaw No. 8000

Moved By Councillor Blanleil/Seconded By Councillor Singh

R806/13/12/16 THAT Bylaw No. 10670 be adopted.

Carried

- 5. Non-Development Reports & Related Bylaws
 - 5.1. Parade Float Update

Divisional Director, Active Living & Culture:

- Displayed a PowerPoint Presentation summarizing the 2013 activities of Kelowna's parade float.
- Responded to questions from Council.

Clarence Johnson, Kelowna Parade Float Driver:

- Responded to guestions from Council.
 - 5.2. Hospital Transition Area Planning

Staff:

- Provided an overview of the Hospital Transition Area Plan Process.
- Displayed a map of consultation area.
- Responded to questions from Council regarding the public engagement process.

Moved By Councillor Hobson/Seconded By Councillor Blanleil

R807/13/12/16 THAT Council receives for information the report from the Policy & Planning Department Manager, dated December 16, 2013, with respect to the Hospital Transition Area Plan;

AND THAT Council directs staff to proceed with the Hospital Transition Area Planning (Phase 1) as outlined in the report from the Policy & Planning Department Manager dated December 16, 2013.

Carried

- 6. Bylaws for Adoption (Non-Development Related)
 - 6.1. Bylaw No. 10903 Amendment No. 5 to Kelowna Memorial Park Cemetery Bylaw No. 8807

Moved By Councillor Singh/Seconded By Councillor Blanleil

R808/13/12/16 THAT Bylaw No. 10903 be adopted.

Carried

2 Alein gity Clerk

7. Mayor and Councillor Items

Council:

- Wished everyone a Merry Christmas.

Mayor Gray:

- Reminded everyone that after tomorrow night's Public Hearing, the next Council Meeting is scheduled January 13, 2014 and the next Public Hearing is scheduled for January 21, 2014.

8. Termination

This meeting was declared terminated at 2:20 p.m.

Mayor

/slh

REPORT TO COUNCIL



Date: 1/13/2014

RIM No. 1250-30

To: City Manager

From: Urban Planning, Community Planning & Real Estate (AW)

Joseph Higgins

Fresh Start Enterprises

Application:OCP12-0017 / Z12-0069Owner:Retaine Financial Corp &

Fresh Start Enterprises

1215 St. Paul Street

Address: Applicant: Cathy Higgins

567 & 557 Clement Avenue

Subject: Supplemental Report: OCP Amendment & Rezoning Applications

Existing OCP Designation: Multiple Unit Residential - Medium Density

Proposed OCP Designation: Mixed Use (Residential / Commercial)

Existing Zone: RU2 - Medium Lot Housing

Proposed Zone: C7 - Central Business Commercial

1.0 Recommendation

THAT Council receive for information the Supplemental Report from the Land Use Management Department dated January 13th, 2014;

THAT Official Community Plan Bylaw Amendment No. OCP12-0017 to amend Map 19.1 of the Kelowna 2030 - Official Community Plan Bylaw No. 10500 by changing the Future Land Use designation of Lot 26, District Lot 139, ODYD, Plan 1303 located at 1215 St. Paul Street, Lot 27 & 28, District Lot 139, ODYD, Plan 1303, located at 557 & 567 Clement Avenue from Multiple Unit Residential - Medium Density to Mixed Use (Residential / Commercial), as shown on Map "A" attached to the Report of the Land Use Management Department dated January 13th, 2014, be considered by Council;

AND THAT Council considers the applicant's November 8th, 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 January 13th, 2014;

AND THAT Rezoning Application No. Z12-0069 to amend the City of Kelowna Zoning Bylaw No. 8000 by changing the zoning classification of Lot 26, District Lot 139, ODYD, Plan 1303 located at

1215 St. Paul Street, Lot 27 & 28, District Lot 139, ODYD, Plan 1303, located at 557 & 567 Clement Avenue from RU2 - Medium Lot Housing to C7 - Central Business Commercial be considered by Council;

AND THAT the Official Community Plan Bylaw Amendment and the Zone Amending Bylaw be forwarded to the February 4, 2014 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 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 consolidate the properties.

2.0 Purpose

To amend the Official Community Plan Future Land Use Designation from Multiple Unit Residential - Medium Density to Mixed Use (Residential / Commercial) and to rezone from RU2 - Medium Lot Housing to C7 - Central Business Commercial zone in order to permit the construction of a 4 storey mixed use building.

3.0 Land Use Management

The subject properties are within the Downtown Urban Centre, located at the corner of St. Paul Street and Clement Avenue. The applicant's land assembly efforts will allow for a coordinated approach to the redevelopment of this corner.

OCP Future Land Use Designation

The existing medium density residential designation was intended to provide a housing mix to support the principles of live, work, play for the Downtown urban centre. The Mixed Use / Residential designation within the Downtown Urban Centre was intended to accommodate the existing and future commercial needs within the Downtown and the surrounding residentially designated properties would provide support those businesses. The subject properties had been designated commercial in the 2020 OCP and there is some merit to having a commercial development in this corner location as you enter Downtown from Clement. Additionally, the applicant has replaced the office space on the fourth floor with two residential units. Taking these details into consideration and recognizing the mix of uses and objectives that must be achieved on the edge of the Downtown Urban Centre, this project would be a welcomed addition to the area and would provide an appropriate transition to the adjacent residential properties.

Site Planning

The applicant has oriented the building towards Clement Avenue with parking located at the rear with access from the lane. This will help to provide a noise buffer from traffic along Clement Avenue while creating a more urbanized street frontage as you enter downtown. As part of the proposal the applicant will be applying a similar level of streetscaping that can be found further along St. Paul Street where other projects have proceeded.

In summary, Staff have worked with the applicant in an attempt to address Council's concerns with the proposed development. The applicant has adjusted the proposal to include two residential units on the fourth floor rather than office space. This modification in conjunction

with the applicant's request to replace the loading stall with two medium sized parking stalls has eliminated the parking shortfall. Staff remain supportive of the proposed development, the addition of two residential units will result in a greater mix of uses onsite while limiting the amount of commercial space on the north side of St. Paul Street. Varying the loading space requirement to allow two additional parking stalls should not have a negative impact on the area. The two parking stalls will be in higher demand than the loading stall for a project of this nature. Should Council support the land use, a Development Permit and Development Variance Permit will be submitted for Council consideration at a later date.

4.0 Proposal

4.1 Background

Council deferred consideration of the application at the December 9th, 2013 Regular Council meeting and requested that Staff work with the applicant to provide residential units within the proposal and address the proposed shortfall in parking.

4.2 Project Description

The proposed development contemplates the consolidation of three single family lots in order to accommodate the proposed 4 storey mixed use development. The building has been oriented towards Clement Avenue and St. Paul Street with the parking located at the rear. The lower level is intended to accommodate general commercial/retail. Office space is planned for the 2nd & 3rd storeys with two residential units on the 4th floor. Individual tenant spaces would have entrances from the frontage roads and/or the internal parking area, as well as the internal lobby spaces. The proposed building materials & colours consist primarily of neutral-toned stucco, canopies and window trim, grey window sills/headers and brick.

Site access would be limited to the rear lane. Landscaping will be provided on the perimeter of the surface parking area, but the landscape buffers may require a variance. This will be confirmed once a Landscape Architect has created a plan as part of the Development Permit that will be forwarded to Council should the proposed land use be supported. With the addition of the two residential units on the fourth floor and the proposed changes to the parking layout the project now compares to Zoning Bylaw No. 8000 as follows:

Zoning Analysis Table			
CRITERIA	C7 ZONE REQUIREMENTS	PROPOSAL	
	Development Regulations		
Floor Area Ratio	9.0	1.32	
Height	22.0m	15.6m / 4 storeys	
Front Yard	0.0m	0.3m	
Side Yard (west)	0.0m	0.3m	
Side Yard (east)	0.0m	1.2m	
Rear Yard	0.0m	19.63m	
Site Coverage	75%	50%	
Other Regulations			
Minimum Parking Requirements	24 stalls	24 stalls	
Bicycle Parking	Class I: 4 spaces	Class I: 6 spaces	
	Class II: 11 spaces	Class II: 11 spaces	
Loading Space	1 stalls	0 stalls1	
1 Vary the loading spaces from 1 required to 2 proposed			

¹ Vary the loading spaces from 1 required to 2 proposed.

^{*} Landscape Buffer variances may be required, to be confirmed with landscape plan at DP stage

4.3 Site Context

Subject Property Map:



The subject property is located in an area of transition on the corner of St. Paul Street and Clement Avenue in the Downtown Urban Centre area. Specifically, adjacent land uses are as follows:

Orientation	Zoning	Land Use
North	14 - Central Industrial	Industrial
NOLLII		(Designated Commercial)
	RU2 - Medium Lot Housing	Single Family Housing
East		(Designated Multiple Unit Residential
		- Medium Density)
	RU2 - Medium Lot Housing	Single Family Housing
South		(Designated Multiple Unit Residential
		- Medium Density)
West	14 - Central Industrial	Industrial
West		Mixed Use (Residential / Commercial)

5.0 Current Development Policies

5.1 Kelowna Official Community Plan (OCP)

Staff recommends that the November 8th, 2013 Public Information Meeting held by the applicant 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 ongoing. Furthermore, additional consultation with the Regional District of Central Okanagan is not required in this case.

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

5.2.1 <u>Development Process (Chapter 5) - Considerations in Reviewing Development Applications</u>

Development Process

Compact Urban Form.¹ 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.

5.2.2 Development Process (Chapter 14) - Urban Design Guidelines

Objectives

- Use appropriate architectural features and detailing of buildings and landscapes to define area character;
- Convey a strong sense of authenticity through high quality urban design that is distinctive of Kelowna;
- Enhance the urban centre's main street character in a manner consistent with the area's character;
- Provide for a scale and massing of buildings that promotes an enjoyable living, pedestrian, working, shopping and service experience;
- Encourage an appropriate mix of uses and housing types and sizes;
- Design and facilitate beautiful public open spaces that encourage year round enjoyment;
- Create open, architecturally-pleasing and accessible building facades to the street; and
- Improve existing streets and sidewalks to promote alternative transportation.

6.0 Technical Comments

6.1 Building & Permitting Department

No Comment.

6.2 Development Engineering Department

See Attached.

6.3 Fire Department

No comment.

6.4 Fortis BC - Gas

Please be advised FortisBC has reviewed the above mentioned referral and we have no objections with the proposal. There is a requirement for abandonment of existing service lines to accommodate demolition.

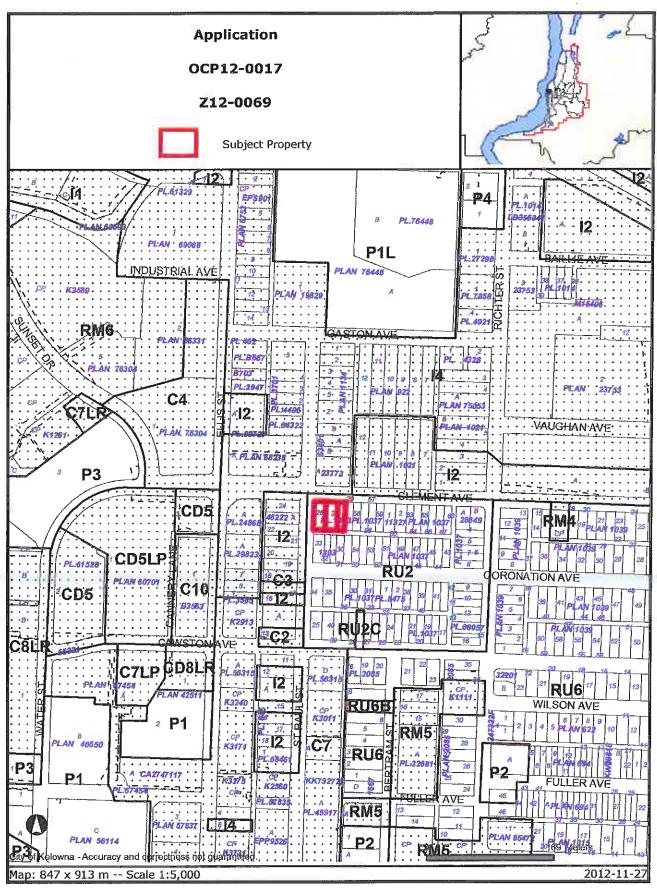
7.0 Application Chronology

Date of Application Received: November 28th, 2012

¹ City of Kelowna Official Community Plan, Policy 5.2.3 (Development Process Chapter).

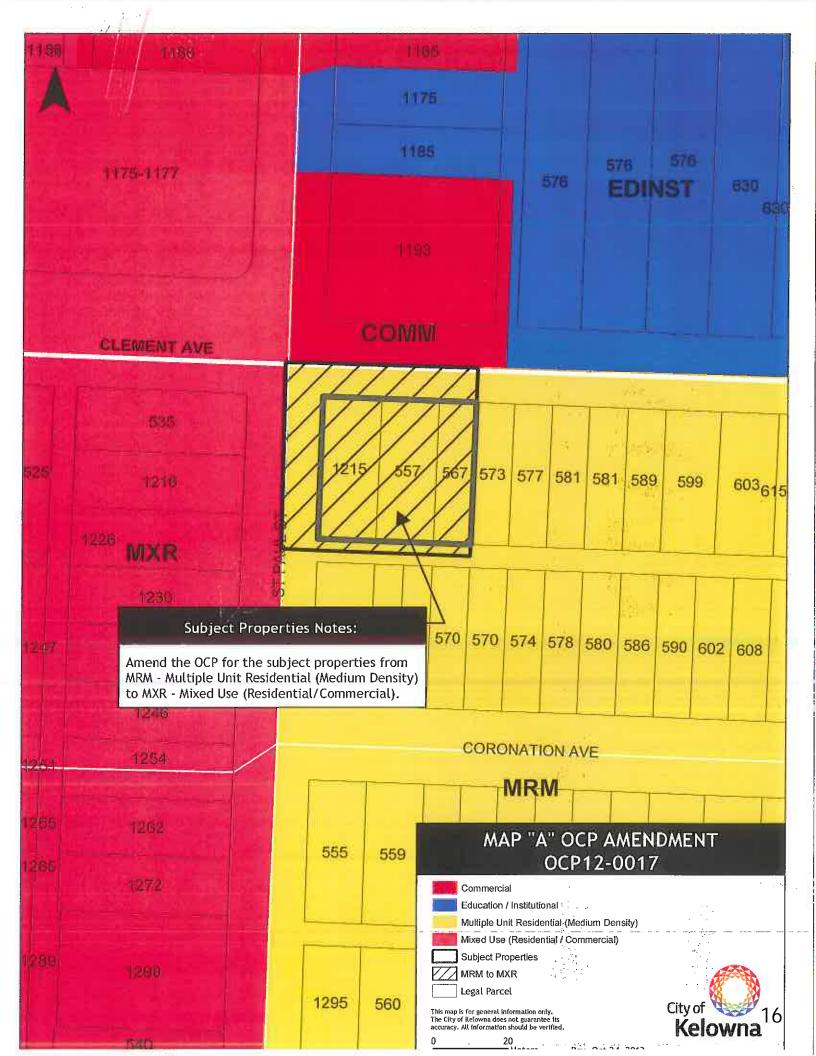
OCP12-0017 / Z12-0069 - Page 6

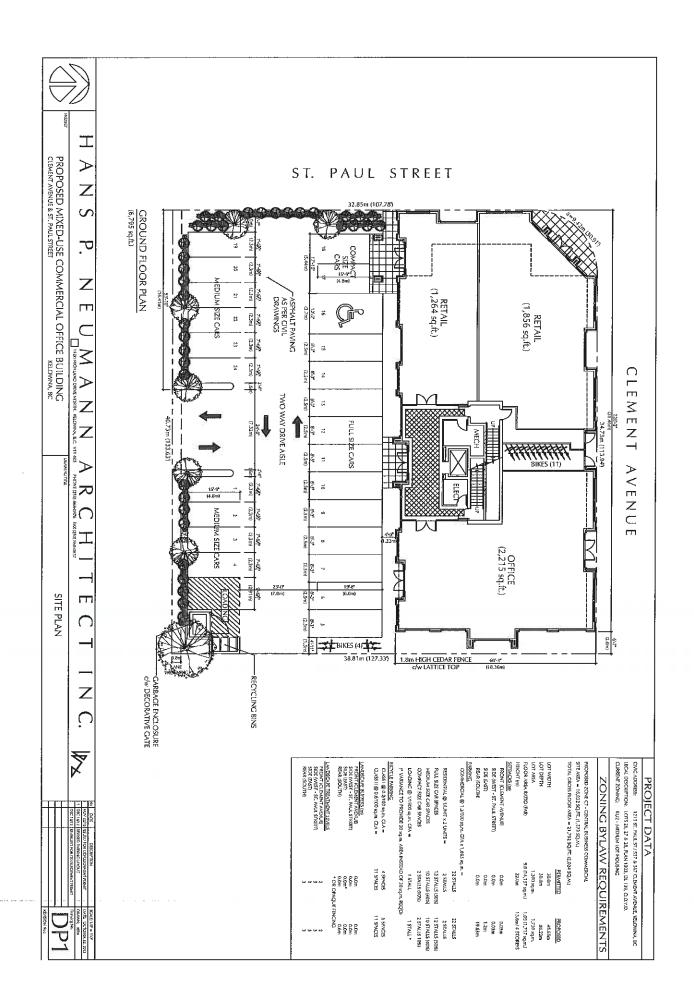
Applicant Hosted Public Open House: November 8 ^{tn} , 2013
Report prepared by:
Alec Warrender, Land Use Planner
Reviewed by: Ryan Smith, Manager, Urban Land Use
Approved Inclusion: D. Gilchrist, Community Planning & Real Estate Divisional Director
Attachments:
Map A Subject Property Map Sit Plan Elevations
Development Engineering Requirements Open House Summary

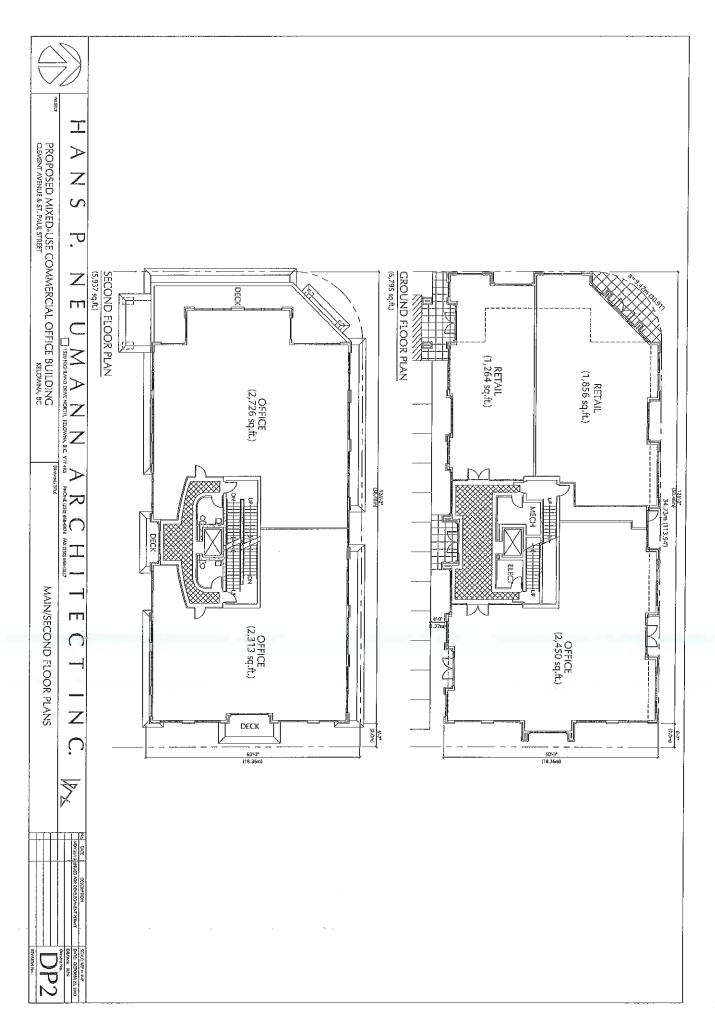


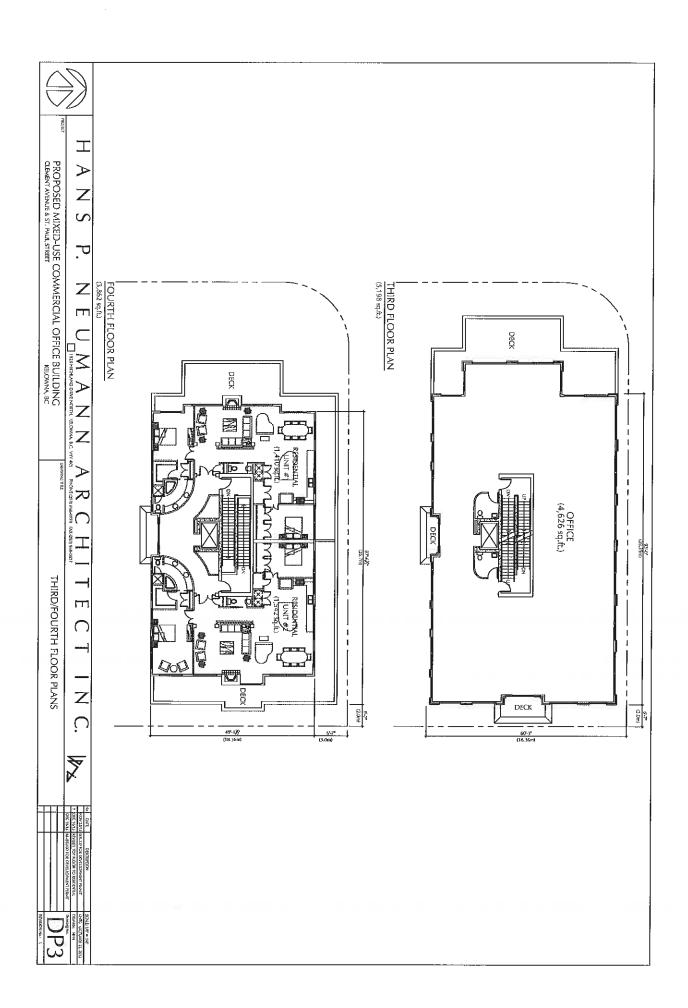
Certain layers such as lots, zoning and dp areas are updated bi-weekly. This map is for general information only.

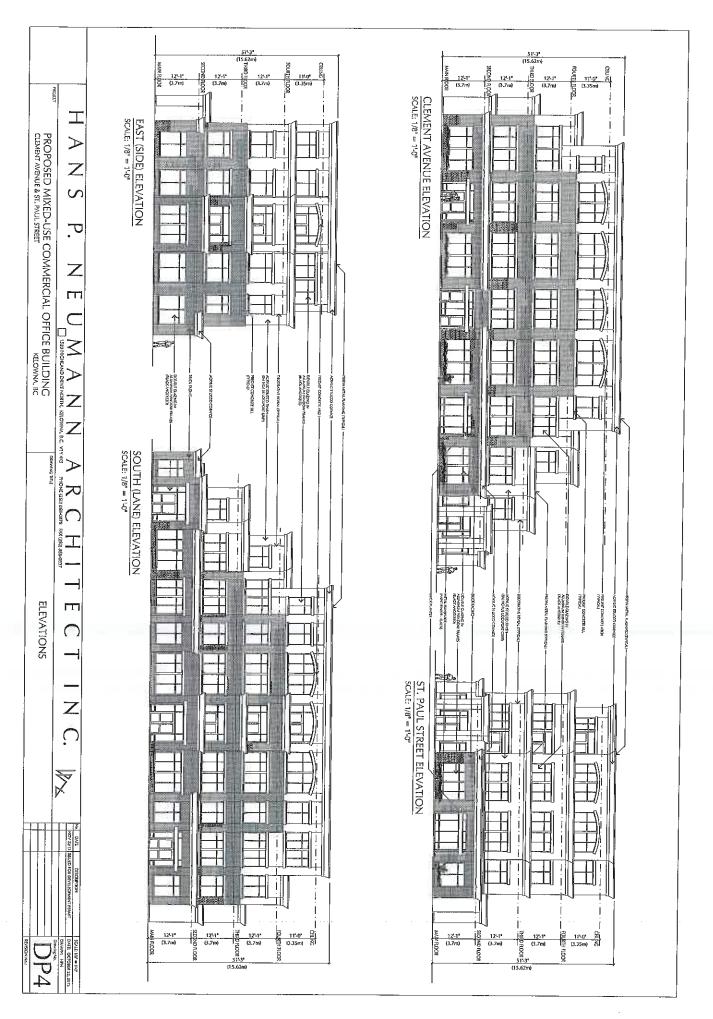
The City of Kelowna does not guarantee its accuracy. All information should be verified.













CITY OF KELOWNA

MEMORANDUM

Date:

January 14, 2013

File No.:

Z12-0069

To:

Land Use Management Department (AW)

From:

Development Engineering Manager

Subject:

1215 St. Paul Street, 557 & 567 Clement Ave.

RU2 to C7

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. <u>Domestic Water and Fire Protection</u>

- a) The subject properties are currently serviced with 13mm-diameter water services. 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.
- b) The area has two hydrants 140m apart which exceeds the Bylaw for commercial developments. Also the hydrants are color coded green which indicates a maximum of 110 l/s capacity. A new hydrant will be required for the proposed development and the existing 250mm. C.I. main between the hydrants should be replaced with a 250mm. PVC.

2. Sanitary Sewer

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.

3. Storm Drainage

a) 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.

4. <u>Transportation</u>

The proposed development triggers the requirement for a limited scope Traffic Impact Study. Recommendations from the Traffic Impact Assessment (TIA) will become requirements of this application. Prior to commencing the TIA, the developer's traffic consultant should meet with staff from the City of Kelowna to agree on the <u>terms of reference</u> for the study.

5. Road Improvements

- (a) Clement Ave must be upgraded to an urban standard along the full frontage of this proposed development, including curb and gutter, separate 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.
- (b) St Paul Street must be upgraded to an urban standard along the full frontage of this proposed development, including curb and gutter, monolithic 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.
- (c) Lane adjacent to this development site will require widening and reconstruction to a paved commercial standard.

6. Road Dedication and Subdivision Requirements

- (a) Dedicate widening of the rear lane to provide the required widening to provide an ultimate 7.6m wide commercial standard lane.
- (b) Dedicate a 6.0m radius corner rounding at the St Paul Street & Clement Ave corner.
- (c) Lot consolidation is required.
- (d) Grant statutory rights-of-way if required for utility services.

7. Electric Power and Telecommunication Services

- 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 as the subject properties are within the "City Center Urban Center".
- b) Streetlights must be installed on Clement Ave & St Paul Street.
- 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).

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 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.

9. 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.

10. 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.

11. Geotechnical Report

- 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

12. <u>Development Permit and Site Related Issues</u>

- (a) No driveway access will be permitted to Clement Ave or St Paul Street. The vehicular access to the development site is to be provided from the lane.
- (b) The proposed parking stalls must meet the zoning bylaw requirements.
- (c) 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.
 - (ii) Perimeter access must comply with the BC Building Code. Fire Truck access designs and proposed hydrant locations will be reviewed by the Fire Protection Officer.

Steve Wiuenz, P. Eng.

Development Engineering Manager

\$5

FRESH START ENTERPRISES INC./RETAINE FINANCIAL CORP. PO Box 2309 Banks Centre RPO Kelowna, BC V1X 6A5

November 12, 2013

City of Kelowna Planning Department To:

> 1435 Water Street Kelowna, BC V1Y 1J4

Attention: Alec Warrender, Land Use Planner, RPP, MCIP

Fresh Start Enterprises Inc. and Retaine Financial Corp.

Cathy and Joe Higgins

Second Public Information Meeting in Support of Plans to Apply for OCP Amendment Re:

557 and 567 Clement Avenue, 1215 St. Paul Street, Kelowna BC

We, the owners of the above named properties, held a Public Information Meeting (PIM) on November 8, 2013, in support of our Official Community Plan (OCP) Amendment and Rezoning Application #Z12-0069. The meeting was announced and held in compliance with City of Kelowna Council Policy 367 entitled "Public Notification & Consultation for Development Applications". The three properties which are the subject of the application are shown on the attached survey sketch dated August 8, 2012.

The application is considered a "major" zoning application as defined in the Policy, since it involves an OCP amendment for future land use, from the currently proposed MRM, to C7 land use.

It should be noted that this was the second such public information meeting held in support of the OCP amendment and rezoning application. We have attached the text of our report dated November 13, 2012, which summarized the results of the first meeting held on November 9, 2012.

The PIM was conducted in compliance with Section 4c of the Policy. The remainder of this report and attachments provide information to summarize how the meeting was planned, advertised, and conducted. Where applicable, we have summarized the combined outcomes of both the first and the second meetings.

Location:

The Bean Scene Coffee House, 274 Bernard Avenue, Kelowna - This venue is within walking distance or a short drive from the subject properties.

Date/Time, and Duration:

Friday, November 8, 2013 from 4 pm to 7 pm. This timeframe allowed flexibility to those who work and was not disruptive of plans that neighbours may have had for the evening.

Planning/Advertising:

Prior to this second PIM, we met with various City Councillors to obtain a sense of what their concerns would be in considering our application. For our first meeting, we obtained copies of the legal titles for all properties within a 50m radius of our properties, and sent out and/or dropped off letters inviting these neighbours to our meeting. Certain Councillors suggested that we expand our title search beyond 50m and make an effort to speak to our neighbours directly, rather than just mailing or dropping off invitations.

In response to these suggestions, we obtained legal titles for properties along Clement Avenue and Coronation Avenue a distance of 100m from our properties. For those properties where the title searches indicated the owner lived on site, we knocked on doors before dropping off the invitations. Attached is a sample of the letter of

invitation we issued. Also attached is a map indicating the radius covered by our delivery (by hand or mailing). The letters were dropped off or mailed on October 26, 2013.

We also advertised our PIM twice in the Kelowna Daily Courier; on Tuesday October 29, and Friday November 1, 2013. Copies of these advertisements are attached.

Meeting Format:

The PIM was intended to be informal and allow one-on-one discussion between neighbours and the applicants. Cathy Higgins attended to represent the applicants, as well as Hans Neumann, who is our architect for the project.

We had the following materials on hand:

- Sign-In sheet which also asked for attendees to indicate their support of the application (attached).
- letter of support which attendees were asked to fill out if they were in support (completed letters attached).
- zoning maps current zoning; future zoning according to the OCP that was in place when we purchased
 1215 St. Paul Street and 557 Clement Avenue; and future zoning according to the 2030 OCP.
- various drawings which the City Planning Department has on file which show the general form and character of the project we propose for the property (3 storey).
- sketches of more recently prepared option of adding a 4th storey.

The City Planner responsible for the application, Alec Warrender, was also on hand to answer questions.

Meeting Attendance/Results:

At this second PIM, only two neighbours attended. Their feedback is summarized below. For the sake of completeness, we have also summarized the feedback from those neighbours who attended the first PIM. The attached map provides colour coding to illustrate who was invited, who attended, and whether they indicated support or not. NOTE: All attendees indicated support of the project, either verbally or in writing. We did not ask for written letters of support at the first PIM, so support is noted as verbal.

FIRST PIM:

- 1) Holly and Barry Grapentin 535 Clement Avenue (straight across St. Paul Street). They indicated full and absolute support for our project and concept, including the plan to apply for C7 zoning. They had no concerns or problems associated with commercial vs. residential development.
- 2) Lynda and Nelson Rogers 573 Clement Avenue (directly next door). The Rogers' had recently purchased this property for investment and eventual development. They indicated an intent to pursue commercial zoning. Due to their close proximity, they asked a lot of questions about our intentions and timing. Their only apparent concern was that we not build right up to their property line. We answered all of their questions, and exchanged business cards so that we could keep in touch. They later signed a letter of support (attached).
- 3) Louis and Regina Bazzana and their son Jerry 581 Clement Avenue (2 lots). At the time of the first PIM, they had lived at 581 Clement Avenue for 56 years and have seen many changes. They realized that changes will occur along the street as time goes on, and were curious about what we were proposing. They had no apparent concerns or opposition to the information provided, or the intended application for OCP amendment. They mentioned the fact that many of the houses in the area are rentals now, and not well cared for. Their son Jerry attended the second PIM (see below).
- 4) Perry Freeman representing 1177 Ellis Street (The Train Station Pub): Perry is a managing director of Colliers International, and reviewed the concept for the 3 storey commercial building. He did not voice any objections, but requested that we email him a copy of the conceptual rendering drawing. We did as he asked.

5) Esther Merwin - 570 Coronation Avenue (2 lots). She was interested in what the project would look like on the south side (alley access side) since her property is located to the southeast of the subject properties, across the alley. She did not indicate any concern related to the rezoning of the properties from residential to commercial, but indicated that she would be interested in seeing how the project would look as more details are available. She also attended the second PIM (see below).

SECOND PIM:

1) Jerry Bazzana - 581 Clement Avenue. Jerry's parents have moved into a seniors home since last year's meeting. He asked a number of questions, including the implications of the rezoning and the project on his parents' property value. He signed a letter of support (attached).

2) Esther Merwin - 570 Coronation Avenue. Esther and her nephew attended. She signed a letter of support (attached).

Also attached is a letter of support related to the property at 1193 St. Paul Street (directly north at the NE corner of St. Paul and Clement. We received a phone call from the owner of 608 Coronation Avenue the day after the meeting. The owner, Mr. Tulloch, indicated his support and willingness to sign a letter of support. We have mailed him the letter for his signature

We trust that this report and attachments provide the information necessary to satisfy the City's requirement for a Public Information Meeting in support of our OCP amendment and rezoning application. Please contact us if you have any questions or concerns.

Sincerely,

Cathy Higgins, Fresh Start Enterprises Inc.

Joe Higgins, Retaine Financial Corp.

Attachments:

- (1) Survey sketch of subject properties
- (2) Report on First Public Information Meeting dated November 13, 2012
- (3) Example of the Invitation Letter
- (4) Map of Neighbours invited to the PIMs and illustrating those in support
- (5) Advertisements in Capital News (October 29 and November 1, 2013)
- (6) Sign-In Sheet
- (7) Letters of Support

CITY OF KELOWNA

BYLAW NO. 10901

Official Community Plan Amendment No. OCP12-0017 -Joseph Higgins, Fresh Start Enterprises, Retaine Financial Corp. & Fresh Start Enterprises 1215 St. Paul Street and 557 & 567 Clement Avenue

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 26, District Lot 139, ODYD, Plan 1303, located on 1215 St. Paul Street, Kelowna, B.C., and Lots 27 & 28, District Lot 139, ODYD, Plan 1303, located on 557 & 567 Clement Avenue, Kelowna, B.C., from the Multiple Unit Residential Medium Density designation to the Mixed Use (Residential / Commercial) 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. 10902

Z12-0069 - Joseph Higgins, Fresh Start Enterprises, Retaine Financial Corp. & Fresh Start Enterprises 1215 St. Paul Street and 557 & 567 Clement Avenue

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 26, District Lot 139, ODYD, Plan 1303, located on 1215 St. Paul Street, Kelowna, B.C., and Lots 27 & 28, District Lot 139, ODYD, Plan 1303, located at 557 & 567 Clement Avenue from the RU2 Medium Lot Housing zone to the C7 Central Business Commercial 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: December 16, 2013

RIM No. 1250-30

To: City Manager

From: Urban Planning, Community Planning & Real Estate (JM)

Address: 543 Tungsten Court Applicant: Bonn, William

Subject: 2014-01-21 Report Z12-0070 TA13-0005 543 Tungsten Ctl

Existing OCP Designation: S2RESH - Single / Two Unit Residential (Hillside)

S2RES - Single / Two Unit Residential

Existing Zone: RU1 - Large Lot Housing

Proposed Zone: RU4h - Low Density Cluster Housing (Hillside Area)

1.0 Recommendation

THAT Rezoning Application No. Z12-0070 to amend the City of Kelowna Zoning Bylaw No. 8000 by changing the zoning classification of Lot C, Section 24, Township 28, SDYD, Plan 30848, Except Plan KAP75239, KAP87841 and KAP92925, located on 543 Tungsten Court, Kelowna, BC from the RU1 - Large Lot Housing zone to the RU4h - Low Density Cluster Housing (hillside area) zone, be considered by Council;

AND THAT Zoning Bylaw Text Amendment No. TA13-0005 to amend City of Kelowna Zoning Bylaw No. 8000 by increasing the maximum density in the RU4 - Low Density Cluster Housing and RU4h - Low Density Cluster Housing (hillside area) zones as outlined in the Report of the Urban Planning Department dated December 16, 2013, be considered by Council;

AND THAT the Text 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 subsequent to the submission by the applicant of a plan of subdivision;

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

2.0 Purpose

To consider a proposal to rezone the subject property from the RU1 - Large Lot Housing zone to the RU4h - Low Density Cluster Housing (Hillside Area) in order to facilitate the development of

four duplexes (8 units) on the subject property.

A corresponding Text Amendment is proposed to the RU4 - Low Density Cluster Housing and RU4h - Low Density Cluster Housing (Hillside Area) zones to increase the maximum density for the zones from 15 units per hectare to 17 units per hectare.

3.0 Urban Planning Department

Urban Planning staff are supportive of both the proposed Rezoning and the proposed Text Amendment required to facilitate this development. The merits of each are analyzed separately below:

Rezoning:

The surrounding neighbourhood is composed entirely of fee simple single dwelling housing either in the RU1 or RU2 zones. The proposed development, which consists of four duplexes in a strata format, is a departure from this established development pattern. Nevertheless, the RU4 zone proposed for the site does fall within the S2RES - Single / Two Unit Residential OCP designation for the site. From a housing diversity perspective, providing a variety of housing forms in a neighbourhood (e.g.: single dwelling, duplex) works towards achieving the City's objective of creating complete communities. Higher density housing (i.e.: townhouses, apartments) would not be supported, as there is limited access to services and amenities. However, a mix of low density housing forms with context-sensitive design is generally supported by City policy.

The grade difference between the subject property and adjoining lots should also assist in reducing the impact of the development. Views in the area look northward towards the lake, and those lots whose views could be affected by the proposed development are predominantly located at a slightly higher elevation. This should result in the development having a lower visual impact.

In terms of character, the duplex dwellings are subject to very similar development regulations as are single detached dwellings. In fact, the height regulations for both duplex development and single detached development are identical.

Text Amendment:

In order to achieve a total of eight (8) units on site, a corresponding Text Amendment is necessary. Urban Planning staff are supportive of the text amendment, as it represents a minor increase in density overall. Also, given the limited uptake of the zone of the past several years, this amendment should serve to make the zone a more viable option for developers in the future.

4.0 Proposal

4.1 Background

Proposed Development:

The subject property is the remainder of a larger parcel that was recently subdivided to create 10 new lots, nine (9) of which are zoned for single family development, and one of which is zoned for two dwelling housing development. These lots are all located on the north side of Tungsten Court.

The applicant has conducted Neighbour Consultation in accordance with Council Policy 367. Several neighbours have expressed significant concerns with the proposed development. Principally, these concerns are centered on impact to view, increase in traffic and noise, and

parking. In an effort to address view concerns, the applicant has proposed to lower the roof pitch of the dwellings.

Text Amendment:

The RU4 - Low Density Cluster Housing zone was introduced into the zoning bylaw in 1998 to incentivize a developer to preserve significant features on land by allowing for the clustering of dwellings on a parcel more densely than would normally be permitted. The RU4h - Low Density Cluster Housing (Hillside Area) was introduced in 2004. However, since that time, the zones have been used rarely.

4.2 Project Description

Proposed Development:

The applicant is seeking to develop a total of 4 duplexes (8 units) on the subject property. Three of the four duplexes front onto the south side of Tungsten Court, with a fourth duplex set at the rear of the property. Access for the development is taken via strata driveway from Tungsten Court, which extends through the centre of the proposed units.

The proposed units fronting Tungsten are $2\frac{1}{2}$ storeys in height, and the unit at the rear of the parcel is a walk-up rancher. All the units feature a craftsman style of architecture, making use of diverse finishing materials, including horizontal vinyl siding, wood shakes, with stone and wood accents.

A Development Permit to assess the form and character of this hillside development is required and will be executed at a staff level.

4.3 Site Context

The subject property is situated on the south side of Tungsten Court, and is approximately 0.48ha in area. The high point of the parcel is at the southernmost corner, from which the lot slopes down towards the road by a total of 12m. The parcel does not presently contain any improvements.

The OCP Future Land Use designation for the subject property is a mix of S2RES - Single / Two Unit Residential and S2RESh - Single / Two Unit Residential (Hillside), and the lot is located within the Permanent Growth Boundary.

Surrounding land uses are varied, with single family residential on the north and west sides, and a large, undeveloped parcel containing Fraser Lake to the east. Specifically, adjacent land uses are as follows:

Orientation	Zoning	Land Use
North	RU1 - Large Lot Housing RU2h - Medium Lot Housing (hillside area) RU6 - Two Dwelling Housing	Hillside single family residential
Southeast	A1 - Agriculture 1	Undeveloped land / Fraser Lake
Southwest	RU1h - Large Lot Housing (hillside area)	Hillside single family residential



4.4 Zoning Analysis Table

Zoning Analysis Table					
CRITERIA	RU4h ZONE REQUIREMENTS	PROPOSAL			
Exi	Existing Lot/Subdivision Regulations				
Lot Area	6,000 m ²	4,829 m² •			
Lot Width	40.0 m	Exceeds			
Lot Depth	30.0 m	Exceeds			
	Development Regulations				
Density (units/ha)	15 dwellings/ha	17 dwellings/ha⊛			
Site Coverage	35% for buildings (45% including driveways and parking areas)	23.18%(44.5%)			
Height	2 ½ storeys	2 ½ storeys			
Front Yard	3.0 m	4.5 m			
Side Yard (east)	3.0 m	7.5 m			
Side Yard (west)	3.0 m	4.5 m			
Rear Yard	4.5 m	exceeds			
Other Regulations					
Minimum Parking Requirements	2 stalls per dwelling (incl. 1 per 7 units visitor)	2 x 8 dwellings = 16 stalls + 5 visitor stalls			

Bicycle Parking	Class I: 0.5 per dwelling unit	Class I: 4	
Dicycle Faiking	Class II: 0.1 per dwelling unit	Class II: 1	
	Front: Level 1	Front: Level 1	
Landscaping	Rear: Level 3	Rear: Level 3	
	Side: Level 3	Side: Level 3	
No further subdivision of this land is proposed, so the land may be zoned RU4h without meeting minimum parcel size			

requirements.

5.0 **Current Development Policies**

5.1 Kelowna Official Community Plan (OCP)

Development Process

Address Housing Needs of All Residents. Address housing needs of all residents by working towards an adequate supply of a variety of housing.

Complete Suburbs 5.2.3.² Support a mix of uses within Kelowna's suburbs (see Map 5.1 - Urban Core Area), in accordance with "Smart Growth" principles to ensure complete communities. Uses that should be present in all areas of the City (consistent with Map 4.1 - Future Land Use Map), at appropriate locations, include: commercial, institutional, and all types of residential uses (including affordable and special needs housing) at densities appropriate to their context. Building heights in excess of four storeys will not be supported within the suburban areas, unless provided for by zoning existing prior to adoption of OCP Bylaw 10500.

Compact Urban Form.³ 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.

Steep Slopes. 4 Prohibit development on steep slopes (+30% or greater for a minimum distance of 10 metres) except where provided for in ASPs adopted or subdivisions approved prior to adoption of OCP Bylaw 10500.

Cluster Housing.⁵ Require new residential development to be in the form of cluster housing on / or near environmentally sensitive areas and areas of steeper slopes to lessen site disturbance and environmental impact on those areas identified on the Future Land Use Map 4.1 as single-two unit residential hillside. Steeply sloped areas should be retained as natural open space, public or private. The intent of the clustering would be to preserve features identified through the Development Permit process that otherwise might be developed and to maximize open space in order to:

- a. Protect environmentally sensitive areas of a development site and preserve them on a permanent basis utilizing the most appropriate tools available;
- b. Facilitate creative and flexible site design that is sensitive to the land's natural features and adaptive to the natural topography;

² See corresponding Text Amendment TA13-0005.

City of Kelowna Official Community Plan, Chapter 1 (Introduction), Goals for a Sustainable Future, Goal 2.

² City of Kelowna Official Community Plan, Policy 5.2.3 (Development Process Chapter).

³ City of Kelowna Official Community Plan, Policy 5.3.2 (Development Process Chapter).

⁴ City of Kelowna Official Community Plan, Policy 5.15.12 (Development Process Chapter).

⁵ City of Kelowna Official Community Plan, Policy 5.22.1 (Development Process Chapter).

- c. Decrease or minimize non-point source (i.e. asphalt roofs, driveways and parking) pollution impacts by reducing the amount of impervious surfaces in site development;
- d. Promote overall cost savings on infrastructure installation and maintenance; and
- e. Provide opportunities for social interaction, walking and hiking in open space areas.

Sensitive Infill.⁶ Encourage new development or redevelopment in existing residential areas to be sensitive to or reflect the character of the neighborhood with respect to building design, height and siting.

6.0 Technical Comments

6.1 Building & Permitting Department

- 1) Development Cost Charges (DCC's) are required to be paid prior to issuance of any Building Permits.
- 2) Operable bedroom windows required as per the 2006 edition of the British Columbia Building Code (BCBC 06).
- 3) Full Plan check for Building Code related issues will be done at time of Building Permit applications.

6.2 Development Engineering Department

See Memorandum from Development Engineering, dated January 9, 2013.

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 60 ltr/sec flow.

6.4 Telus

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

6.5 Shaw Cable

Owner/developer to install an underground conduit system.

7.0 Application Chronology

Date of Application Received: December 4, 2012

Application placed on hold pending Subdivison: December 4, 2012

Subdivision Completed: April 9, 2013

Neighbour Consultation: Initial mail-out in September, 2013, with

onsite meeting on October 28, 2013

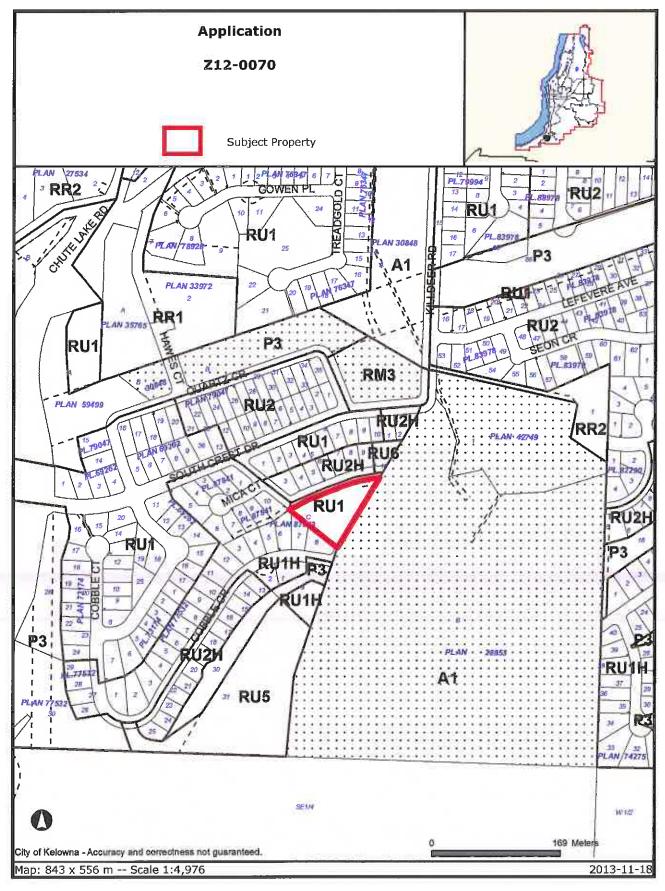
Additional Information Received: December 5, 2013

⁶ City of Kelowna Official Community Plan, Policy 5.22.6 (Development Process Chapter).

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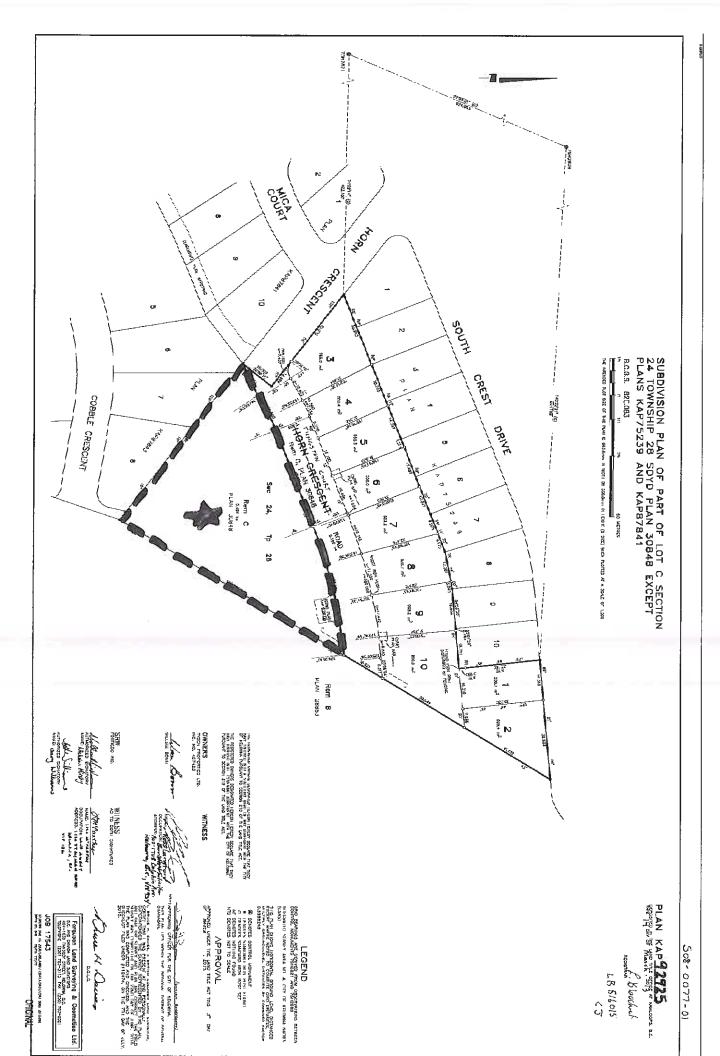
Report prepared by:	
James Moore, Land Use Pla	anner
Reviewed by:	Ryan Smith, Urban Planning Manager
Approved for Inclusion:	D. Gilchrist, Div. Director, Community Planning & Real Estate
Attachments:	

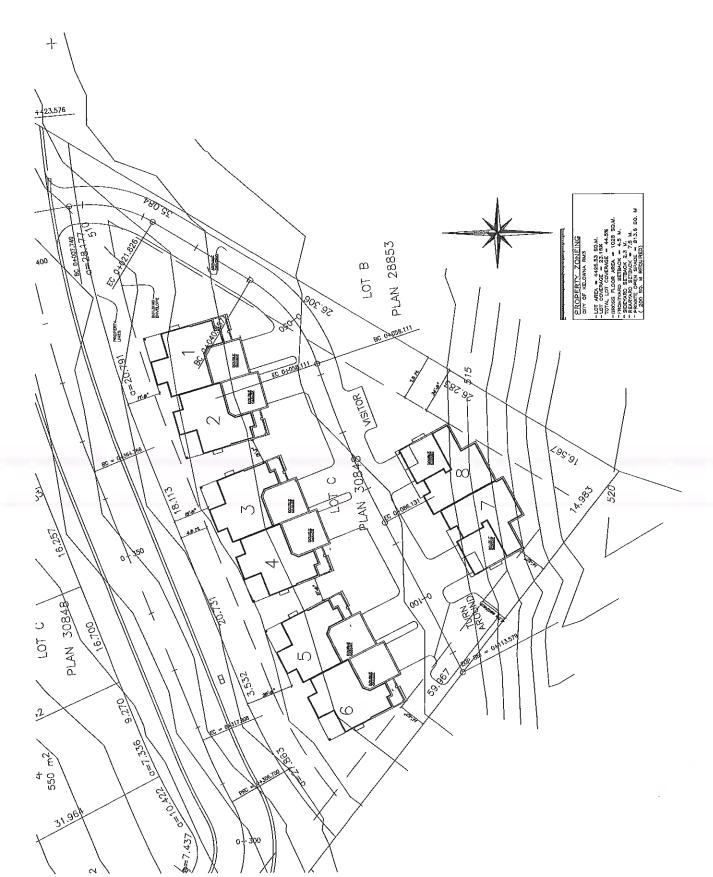
Subject Property Map
Subdivision Plan
Site Plan
Floor Plans
Conceptual Elevations
Conceptual Rendering
Conceptual Cross-Sections
Context/Site Photo
Development Engineering Memorandum, dated January 9, 2013.



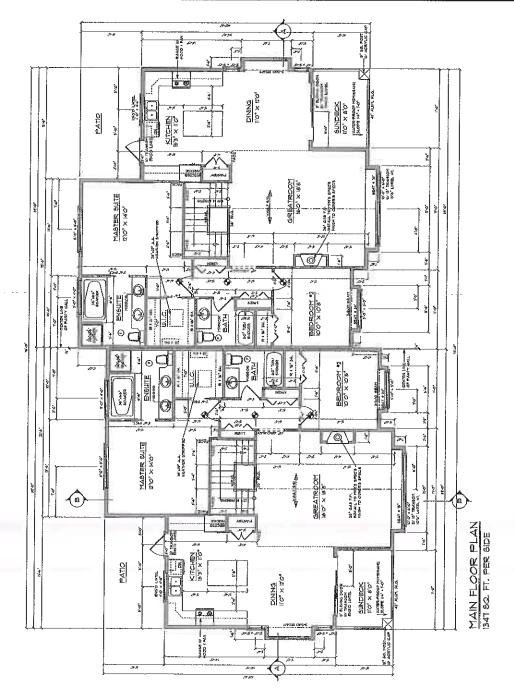
Certain layers such as lots, zoning and dp areas are updated bi-weekly. This map is for general information only.

The City of Kelowna does not guarantee its accuracy. All information should be verified.

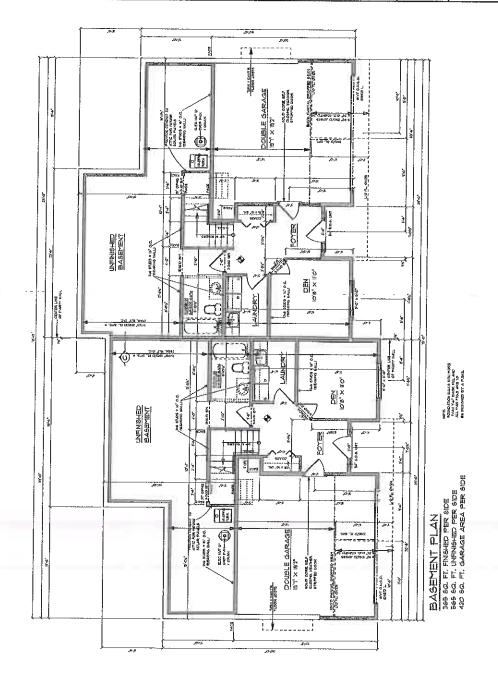




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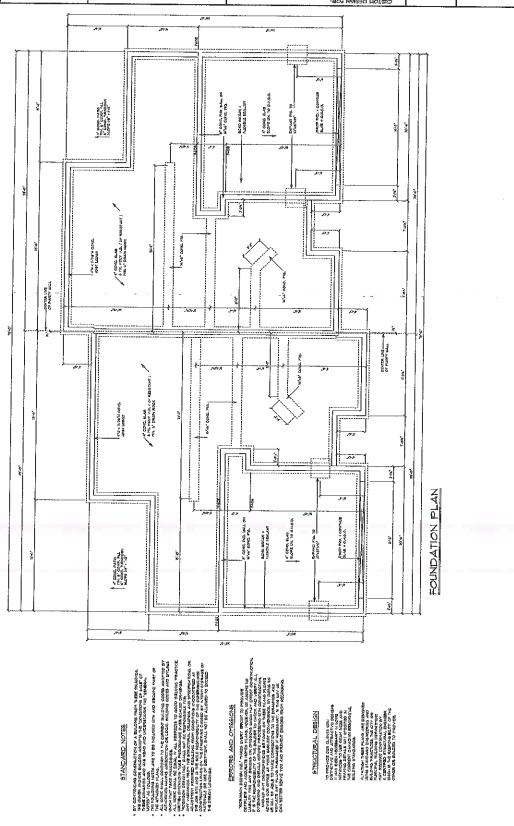


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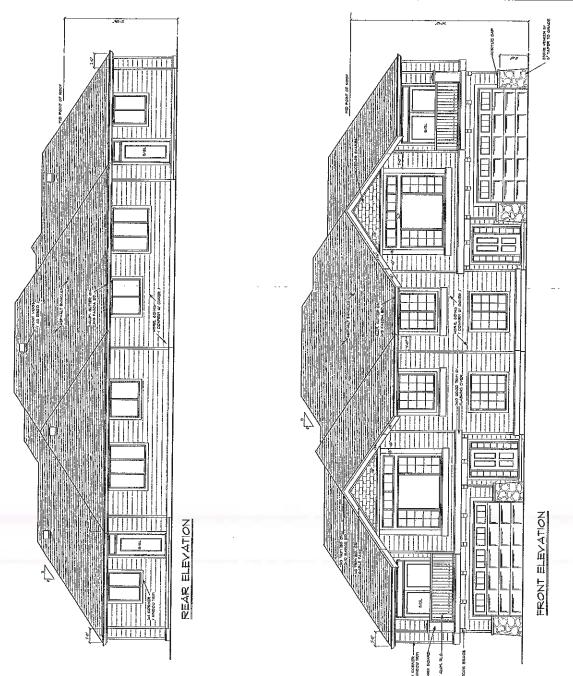


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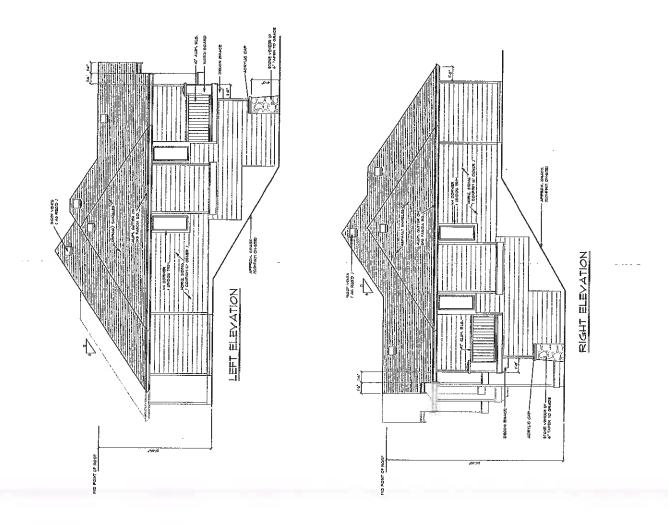




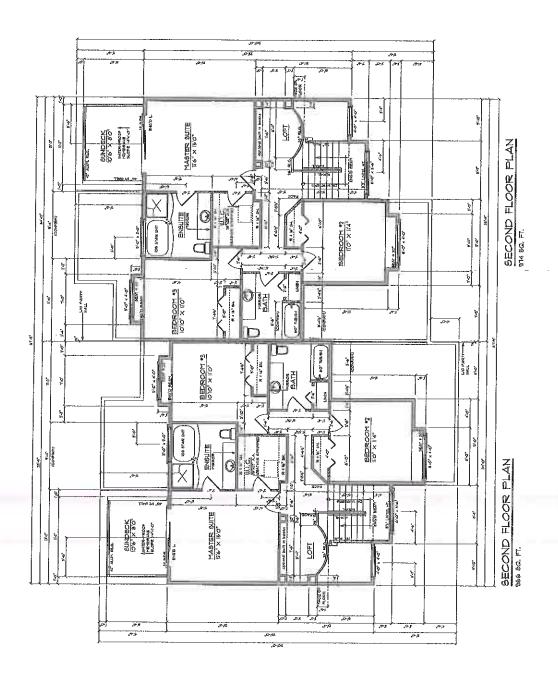




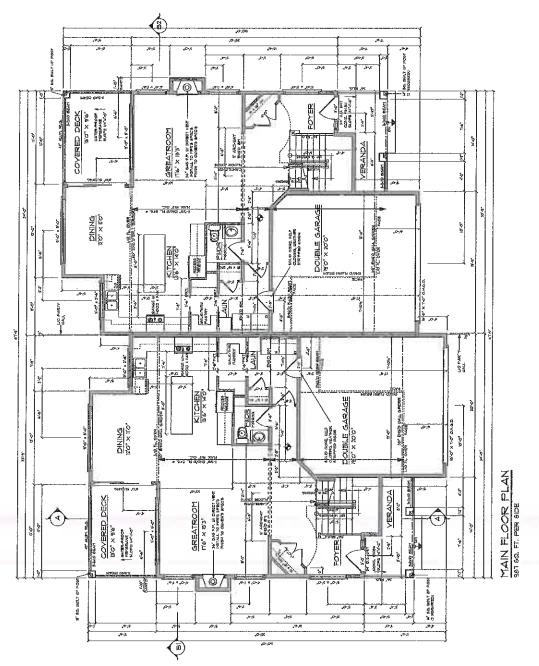
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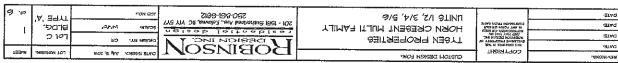


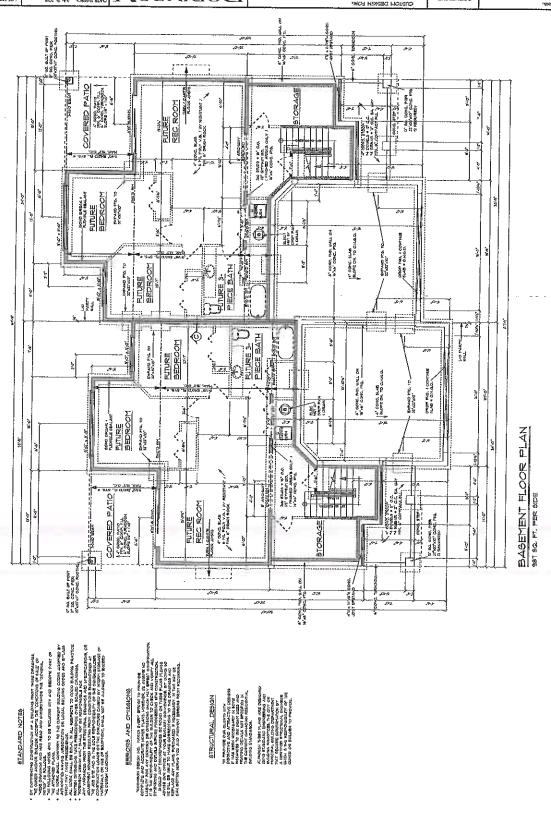
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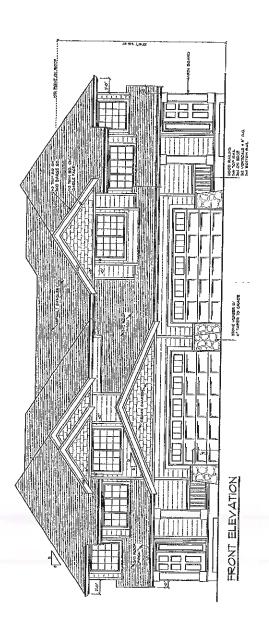
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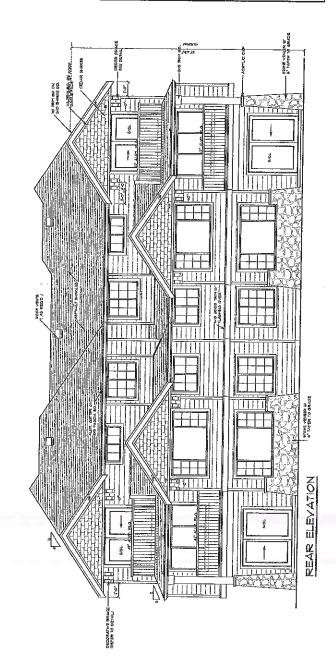


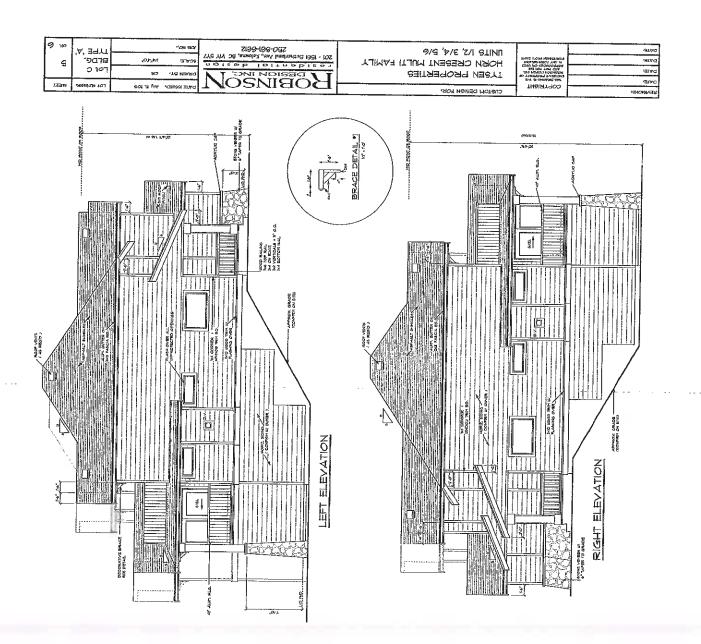


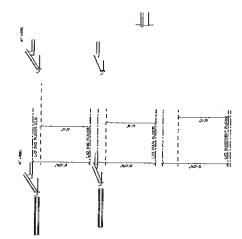


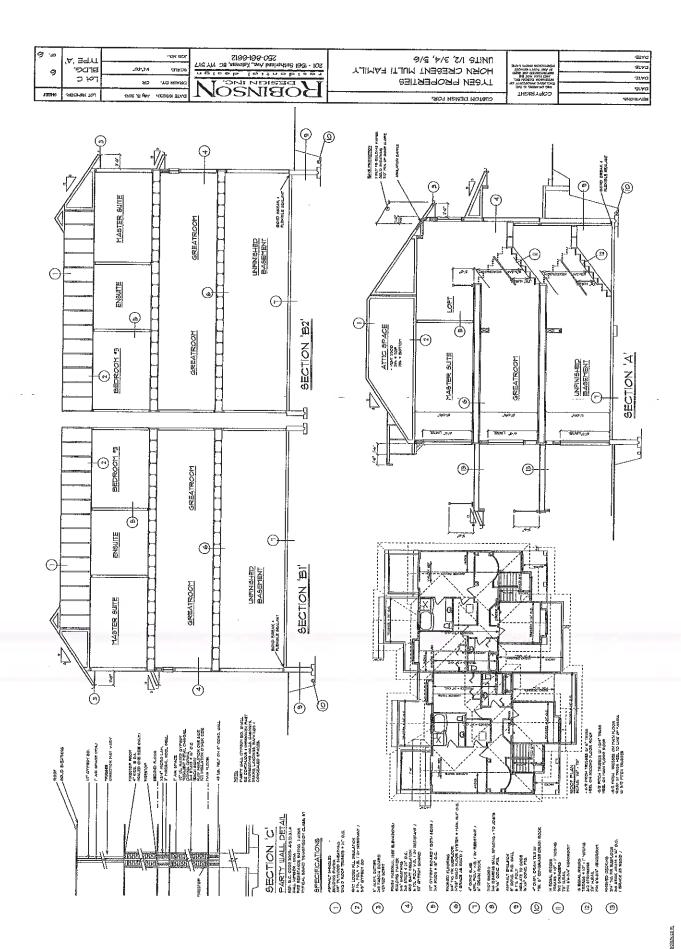
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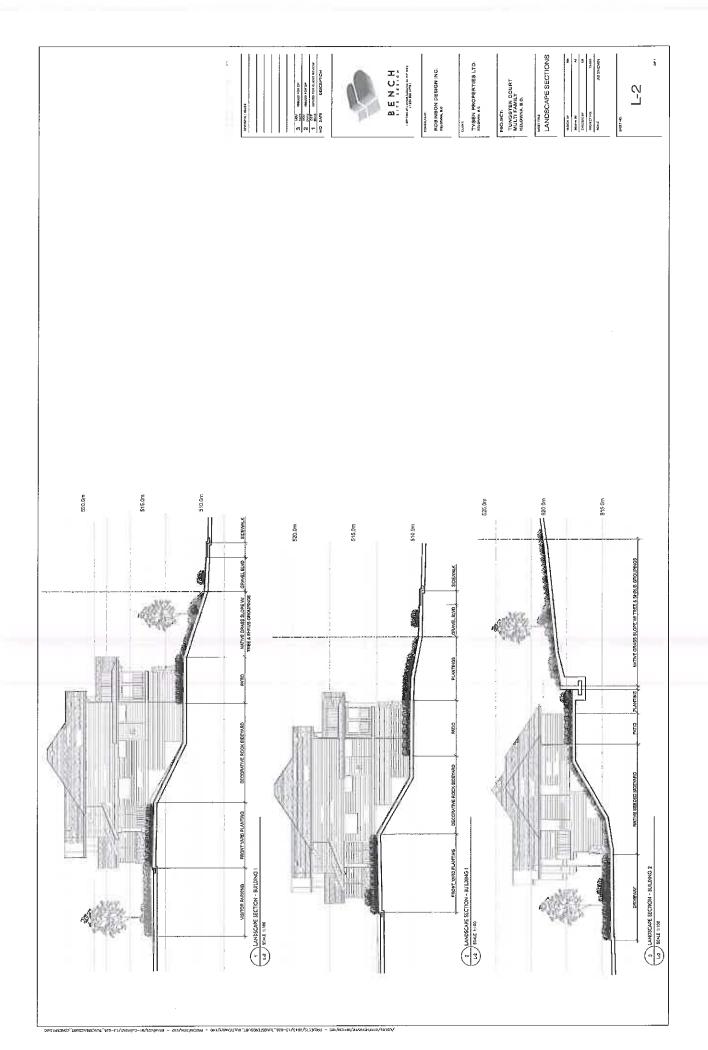












Z12-0070 - Context / Site Photo

543 Tungsten Court



View of subject property from Tungsten Court looking southeast.

CITY OF KELOWNA

MEMORANDUM

Date:

January 9, 2013

File No.:

Z12-0070

To:

Land Use Management Department (BD)

From:

Development Engineering Manager (SM)

Subject:

543 South Crest Dr. Horn Crescent

Lot C Plan 30848

Proposed RU4H

Development Engineering has the following comments and requirements associated with this application. The road and utility upgrading requirements outlined in this report will be a requirement of this application.

Domestic Water and Fire Protection

- (a) The developer's consulting civil engineer will determine the domestic and fire protection requirements of this proposed zone and establish hydrant requirements and service needs.
- (b) The subject property is currently pre-serviced with six small diameter water services. Only one service will be permitted for this lot. The applicant, at his cost, will arrange for the disconnection of all existing services at the main and the installation of a larger metered service. The estimated cost of this construction for bonding purposes is \$40,000.00

2. Sanitary Sewer

(a) Our records indicate that the subject property is connected with six small diameter sewer services. Only one service will be permitted for this lot. The applicant, at his cost, will arrange for the capping of all existing services at the main and the installation of one larger service. The estimated cost of construction for bonding purposes is \$20,000.00

3. Storm Drainage

- (a) Provide a storm water management plan which meets the requirements of the City Storm Water Management Policy and Design Manual. The storm water management plan must include provision of a Lot Grading Plan.
- (b) The development will be required to contain and dispose of site generated storm water on the site by installing a ground recharge system consisting of drywells and perforated pipe bedded in drain rock.

4. Road Improvements

- (a) Horn Crescent requires the construction of a temporary hammerhead turnaround. Also required is a concrete sidewalk with a landscaped boulevard for the full frontage of this property including the re-location or adjustment of existing utility appurtenances if required to accommodate the construction. Reflective no-post barriers complete with signage will also be required at the terminus of this road right-of-way. The estimated cost of this construction for bonding purposes is \$20,000.00
- (b) Servicing requirements as well as disconnects and removals will necessitate numerous road trenches. Road restoration shall include the total removal and replacement of the existing pavement for the full frontage length of this property. The estimated cost of this construction for bonding purposes is \$60,000.00
- (c) Construct a 3.0m wide pedestrian pathway from the Coble Crescent, to the Horn Crescent road right-of-way. The estimated cost for this construction for budget purposes is \$25,000.00

5. Road Dedication and Subdivision Requirements

- (a) Dedicate sufficient right-of-way to accommodate a hammerhead turn around on Horn Crescent.
- (b) Provide a 3.0m wide public access ROW that will link the terminus of Coble Crescent with Horn Crescent for the purposes of a pedestrian walkway.
- (c) Provide all necessary Statutory Rights-of-Way for any utility corridors required, including those on proposed or existing City Lands.

6. <u>Design and Construction</u>

- 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.

7. Bonding and Levy Summary

(a) Bonding

Service upgrades and disconnects
Road improvements and restoration
Pedestrian pathway

\$ 60,000.00 \$ 80,000.00 \$ 25,000.00

Total Bonding

\$ 165,000.00

NOTE: The bonding amounts 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.

8. Administration Charge

An administration charge will be assessed for processing of this application, review and approval of engineering designs and construction inspection. The administration charge is calculated as (3% of Total Off-Site Construction Cost plus HST) \$4,263.84 (\$ 3807.00 + 456.84 HST)

9. Charges and Fees

- a) Development Cost Charges (DCC's) are payable.
- b) Water Extended Service Area Latecomers (ESA's):

ESA#	Front ender	Component	Anniversary (rates change)	*Rate/unit \$
11	No. 21 Great Projects	Reservoir South Crest	November 3,10	1289.00

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

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

CITY OF KELOWNA BYLAW NO. 10899

TA13-0005 - Amendments to Section 13.4 - Low Density Cluster Housing in the Zoning Bylaw No. 8000

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 Section 13.4 Low Density Cluster Housing/RU4h Low Density Cluster Housing (Hillside Area), 13.4.6 Development Regulations, sub-paragraph (a) be amended by deleting the number "15" and replacing it with the number "17".
- 2. This bylaw shall come into full force and effect and is binding on all persons as and from the date of adoption.

	City Clerk			
	Mayor			
Adopted by the Municipal Council of the City of Kelowna this				
(Approving Officer-Ministry of Transportation)				
Approved under the Transportation Act				
Read a second and third time by the Municipal Council this				
Considered at a Public Hearing on the				
Read a first time by the Municipal Council this				

CITY OF KELOWNA

BYLAW NO. 10907 Z12-0070 - Tysen Properties Ltd. 543 Tungsten Court

A bylaw to amend t	the City	of Kelowna	Zoning By	vlaw No.	8000".
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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 C, Section 24, Township 28, SDYD, Plan 30848, Except Plan KAP75239, KAP87841 and KAP92925 located on 543 Tungsten Court, Kelowna, B.C., from the RU1 Large Lot Housing zone to the RU4h Low Density Cluster Housing (Hillside Area) 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: 1/13/2014

RIM No. 1250-30

To: City Manager

From: Urban Planning, Community Planning & Real Estate (PMc)

Shanny Toews & Marlin

James Toews

Application: Z10-0093 Owner:

John Robert Berg & Kimberly

Carole Berg

Address: 3170 Sexsmith Rd Applicant: Protech Consulting 2012

Subject: 2014 01 13 Report Z10-0093

Existing Zone: A1 - Agriculture 1

Proposed Zone: 16 - Low Impact Transitional Industrial Zone

1.0 Recommendation

THAT in accordance with Development Application Procedures Bylaw No. 10540, the deadline for the adoption of Amending Bylaw No. 10445 (Z10-0093), for Lot 26 Section 3 Township 23 ODYD Plan 18861, located at 3170 Sexsmith Road, Kelowna, BC, be extended from November 16, 2013 to November 16, 2014.

2.0 Purpose

To consider a final extension to extend the date for adoption of Zone Amending Bylaw No. 10443 from November 16, 2013 to November 16, 2014 in order to rezone the subject property from the A1 - Agriculture 1 zone to the new I6 - Low-Impact Transitional Industrial zone.

3.0 Urban Planning

The above noted development application was originally considered at a Public Hearing by Council on November 16, 2010.

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 of the Procedure Bylaw makes provision for Council to consider an extension to an amending bylaw for up to 6 months beyond the 12 months deadline.

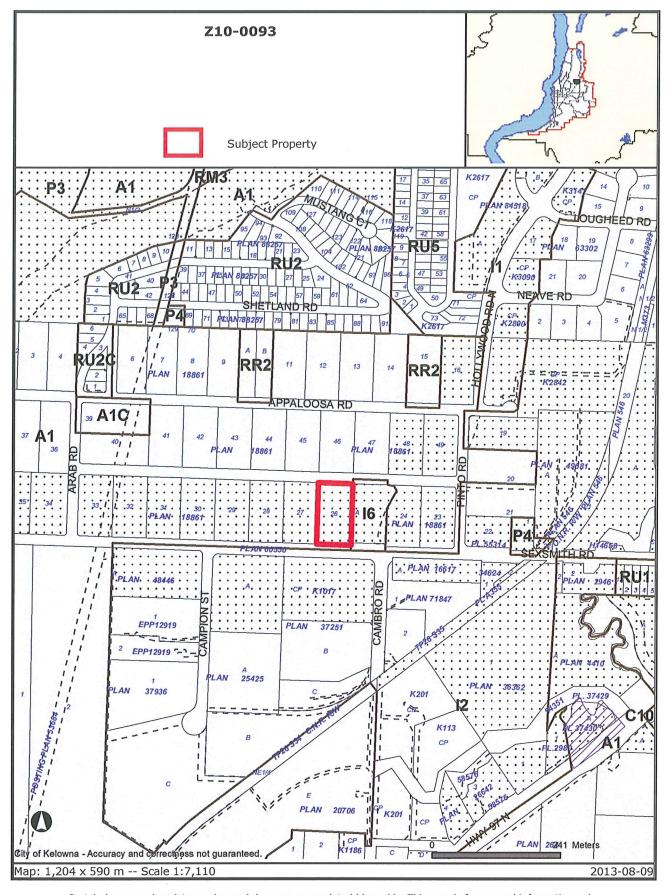
Bylaw No. 10443 (Z10-0092) received second and third readings on November 16, 2010 after the Public Hearing held on the same date. This project remains unchanged and is the same in all respects as originally applied for. The applicant wishes to have this application remain open for an additional 12 months in order to satisfy the Development Engineering Branch and Glenmore Ellison Improvement District requirements. The water and sewer servicing requirements for the area bounded by Sexsmith, Arab and Appaloosa roads has been under review by City staff this past year with a view to determine acceptable servicing options for the area. It is anticipated that this will occur in the near future.

When the last extension application was considered by Council, the following notification was formalized to inform the applicant with respect to future bylaw extensions:

"Please be advised the Council had a general discussion with respect to extending applications at third reading and requested that you be advised that future extensions may not be granted without compelling rationale to do so."

Given that four years has lapsed with limited activity and in consideration of Council's previous concern with the lack of forward progress, there is no compelling reason to further extend the bylaw. However, given the servicing review by City staff that has been undertaken, it is reasonable to grant the applicant one further extension. The subject property requires a Development Permit to be submitted in order to review the scope of the proposal, which remains an outstanding item.

Report prepared by:		
Paul McVey, Urban Planner	_	
Reviewed by:		Ryan Smith - Manager, Urban Planning
Approved for Inclusion		Doug Gilchrist - Divisional Director Community Planning & 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: December 19th, 2013

RIM No. 1250-30

To: City Manager

From: Subdivision Agriculture & Environment Services (TC)

Address: 2219 Mayer Rd Applicant: Heinz Strege

Subject: Rezoning Application, Extension Request

Existing Zone: A1 - Agriculture 1

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. 10776, for Lot 1, Section 16, Township 26, ODYD, Plan 31979 located on 2219 Mayer Road, Kelowna, BC, to be extended from November 13, 2013 to November 13, 2014.

2.0 Purpose

To consider extending the date for adoption of Zone Amending Bylaw No. 10776 from November 13, 2013 to November 13, 2014 in order to facilitate the rezoning of the subject property to enable the development and operation of a supported housing facility containing 16 units.

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 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. 10776 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 an additional twelve (12) months in order to address the outstanding conditions for final adoption, which include:

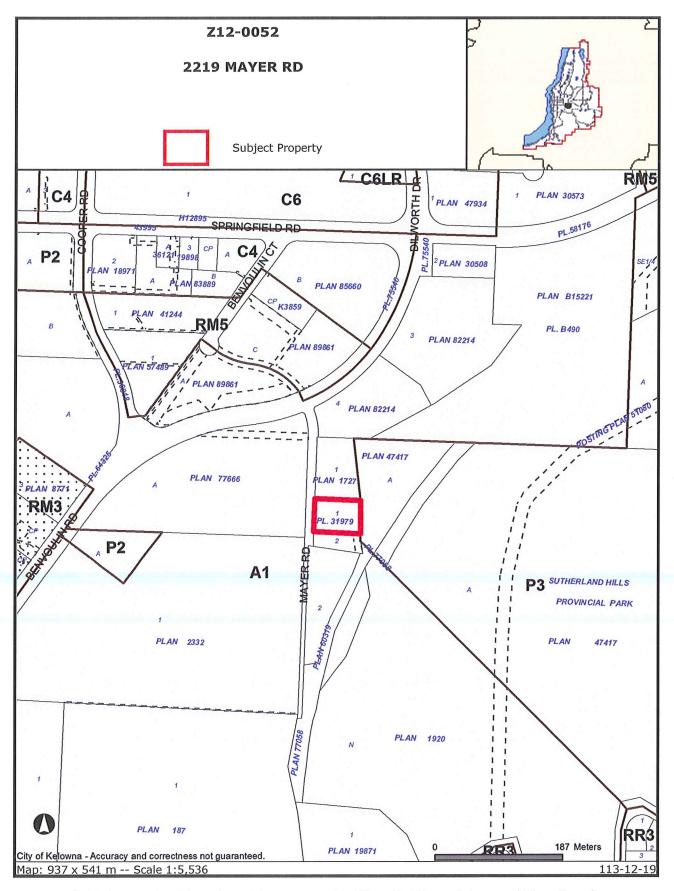
Issuance of a Building Permit and Occupancy Permit;

Report prepared by:

- Preparation of a Development Permit and submission of an updated Landscape Plan;
- Registration of a Section 219 Restrictive Covenant; and
- Meeting the requirements of both Development Engineering and the RDCO.

In support of their extension request, the applicant team has noted that they are currently working actively towards completing the outstanding requirements, but that doing so has taken longer than expected due to issues related to covenant registration. Staff note that work with the applicant team is active and ongoing and is supportive of this extension request. Additional extension requests in the future may be more challenging to support.

Todd Cashin
Subdivision, Agriculture & Environment Services Manager
/dc
740
Approved for Inclusion
Shelley Gambacort - Director of Subdivision, Agriculture & Environment
Attachments:
Subject Property Map
Subject Property map



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: 1/6/2014

File: 0600-10

To: City Manager

From: Ryan Smith, Urban Planning Manager

Subject: Carriage House and Secondary Suites Housekeeping

Recommendation:

THAT Council receives, for information, the report from the Urban Planning Manager dated January 6, 2014 with regards to clarifying zoning discrepancies for properties that currently have a secondary suite zoning;

AND THAT the zoning classifications for the properties listed on Schedule "A" attached to the report from the Urban Planning Manager dated January 6, 2014 be amended to remove the "s" (secondary suite) designation and rezone to the "c" (carriage house) designation;

AND THAT the readings for the bylaws listed on Schedule "B" attached to the report from the Urban Planning Manager dated January 6, 2014 be amended to removed the "s" (secondary suite) designation altogether;

AND FURTHER THAT the properties list on Schedule "C" attached to the report from the Urban Planning Manager dated November 1, 2013 be amended to correct a typo and rescind readings.

Purpose:

To update zoning discrepancies for properties that still have an "s" (secondary suite) designation that had not been addressed during the initial Secondary Suites amendments in 2012.

Background:

In the summer of 2012 Staff brought forward a recommendation to Council to remove the "s" designation from Zoning Bylaw No. 8000 and add secondary suites as a primary or secondary use in the principal dwelling in multiple zones. During this amendment, the "c" designation for carriage suites was also introduced for those properties that contain a secondary suite in a secondary dwelling on the property.

Through our mapping system, a few properties have been identified that still contain the "s" designation for secondary suites. Staff have reviewed the zoning of each, and identified which properties contain a suite in the primary residence, and those properties that contain a secondary suite in a secondary dwelling on the property. The proposed resolutions seek to update the zoning designations with amendments that will remove the 's' designation, and add the 'c' designation consistent with Zoning Bylaw No.8000.

Internal Circulation: C.Boback - Legislative Coordinator Considerations not applicable to this report: Existing Policy: Financial/Budgetary Considerations: Personnel Implications: External Agency/Public Comments: Communications Comments: Alternate Recommendation: Legal/Statutory Authority: Legal/Statutory Procedural Requirements: Submitted by:

R. Smith, Urban Planning Manager	
Approved for inclusion:	D.Gilchrist, Divisional Director, Community Planning and Real Estate

cc: S. Fleming, City Clerk

Schedule 'A' - Rezone the subject property to remove the 's' designation and rezone to include the 'c' designation:

Bylaw	Application	Owner/	Address	Current	Proposed	Zoning	Reading
No.	No.	Applicant		Zone	Zone	Information	
10395	Z10-0053	Cindy Ferguson	195 Swick Road	RR1s	RR1c	Carriage House	Adopted
9551	Z05-0080	Ray Bergen	4150 Seddon Road	RR2s	RR2c	Carriage House	Adopted
8574	Z00-1031	Jeannette Mergens (Sheri Simson)	1922 Abbott Street	RU1s	RU1c	Carriage House	Adopted
N/A	N/A	N/A	3399-3401 East Kelowna Road	A1s	A1C	Carriage House	N/A

Schedule 'B' - To remove the 's' designation:

Scriedule D 10	remove the 3 designation.		
Address	Legal Description	Current Zone	New Zone
924 Juniper Road	Lot A, Section 23, Twp 26, Plan EPP20367	RU1s	RU1
920 Juniper Road	Lot B, Section 23, Twp 26, Plan EPP20367	RU1s	RU1
916 Juniper Road	Lot C, Section 23, Twp 26, Plan EPP20367	RU1s	RU1
5347 Upper Mission Drive *only the RR2s	Lot 11, Section 24, Twp 28, Plan KAP90635	RR3s	RR3
portion was rezoned in BL10714 of the subject property.			
1086 Raymer Ave	Lot 8, District Lot 135, KAP29776	RU2s	RU2
905 Lanfranco Road	Lot 1, District Lot 135, KAP39866	RU2s	RU2

Schedule 'C' - Miscellaneous Amendments

a) To rescind first reading given to Bylaw No. 10285 for 255 Benchview Road located at Lot 35, Section 23, Twp 26, KAP19819 to rezone the subject property from RU1 to RU1s because the 's' designation is not required under the new wording of the Zoning Bylaw No. 8000 and the file be closed.

b) To rezone the property located at 225 Clifton Road, Lot D, Section 8, Twp 23, Plan KAP75116 from the current zone RU to RU3H in order to correct a typo from a previous bylaw (BL10714) to have the correct zoning on the subject property.

CITY OF KELOWNA

BYLAW NO. 10894 Z13-0033 - Laryn & Judith Penner 868 Liban Court

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 4, Section 29, Township 26, ODYD, Plan 25918 located on 868 Liban Court, Kelowna, B.C., from the RU1 Large Lot Housing zone to the RU1c Large Lot Housing with Carriage House zone.
- 2. This bylaw shall come into full force and effect and is binding on all persons as and from the date of adoption.

Read a first time by the Municipal Council this 4th day of November, 2013.

Considered at a Public Hearing on the 19th day of November, 2013.

Read a second and third time by the Municipal Council this 19th day of November, 2013.

Adopted by the Municipal Council of the City of Kelowna this

Mayor
 City Clerk

Report to Council



Date: 1/8/2014

File: 0165-30

To: City Manager

From: Paul Macklem, Deputy City Manager

Subject: Quarterly Report Update

Report Prepared by: Althea Livingston

Recommendation:

That Council receives, for information, the Quarterly Report from the Deputy City Manager, dated January 8, 2014.

Purpose:

To provide Council with an update of the City's activities for the fourth quarter of 2013.

Background:

The attached PowerPoint presentation provides a brief summary of some key activities undertaken in the last quarter by the corporation.

The content of the presentation continues to evolve and staff welcomes Council's suggestions in ensuring the report is both informative and timely for our community. All contributors and contributing departments are not expected to attend the Council presentation, however if Council has specific questions that require a staff member attend the meeting, it is requested that the City Clerk be advised in advance of the meeting.

Internal Circulation:

Presentation distributed to all Directors.

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:	
P. Macklem, Deputy City Manager	
Approved for inclusion:	
Attachments: Fourth Quarter Report - PowerPoint Pre	sentation

Key Messages

• Fourth quarter update to City Coucil, highlighting the organization's achievements over the past three months and some updates from the entire year (2013).



QUARTERLY REPORT

Quarter 4: October - December 2013





FOCUS ON RESULTS

- Awards won in 2013:
 - Government Finance Officers Association Awards
 - Southern Interior Construction Association Commercial Building Awards
 - UBCM Awards
 - Sustainable Community Award
 - FCM's Partners for Climate Protection Milestone







FOCUS ON RESULTS Online engagement

- kelowna.ca
 - > 742,552 unique visitors
 - > 355,857 visits from Mobile
- Social media
 - 8,697 Twitter followers
 - 1,233 Likes on Facebook
 - Launch of Instagram
 - Instagram.com/CityofKelowna
 - 256 followers







FOCUS ON RESULTS

- 2013 by the numbers:
 - ▶ 19,405 Service Requests
 - 84 trees planted at Rutland Lions Park
 - 20,082 hrs arena usage
 - 26,131 hrs sports fields & stadiums usage
 - 975 sport and recreation programs offered
 - Fall 2013, 20 leagues with 144 teams
 - 32 Adopt a Stream volunteer groups donated 732 volunteer hours
 - 240 storm drains painted for Yellow Fish Road program by 118 volunteers





FOCUS ON RESULTS

- Official Community Plan amendments completed
- Rutland Centennial Park and Hall
- Hired an additional Traffic Officer and began operating a second Autovu vehicle
- 5 year licensing agreement with Shaw to provide free Wi-Fi services in City locations including:
 - Parks
 - Municipal buildings
 - Business corridors





GROW OUR ECONOMY

- Construction and roadways projects
 - Downtown Pier and Marina
 - Knox Mountain Apex Trail
 - Mission Recreation Park
 - Kelowna United Soccer Facility
 - Sewer replacement
 - Guisachan Rd Upgrade
 - Priest Creek Drainage
 - Balldock Rd (Priest Creek)
 - City Hall Renovations
 - Winter water supply improvements



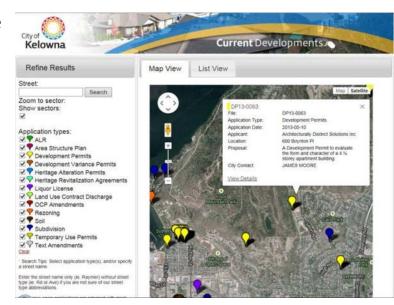




GROW OUR ECONOMY

- Construction value increase from \$67.9 to \$80.6 million
- Development Permit for affordable rental project
- Development Permit for Hiawatha redevelopment
- Mapping system live
- Building & Permitting Branch was internationally accredited
- 250 development applications
- 4th Quarter Building Permits:

2011	2012	2013
\$52 M	\$67.9 M	\$80.6 M





DELIVER ON OUR PLAN

- Bernard Avenue Revitalization
 - Completed ahead of schedule
 - Nov 26 public art banners added
 - Great Street in Canada Finalist
 - Webpage activity for 2013:
 - Homepage 4,369 unique page hits
 - Construction activity page 2,171 unique page hits





DELIVER ON OUR PLAN

- Gas to pipeline enclosure building
- Speed Sensitive Pilot
- Ice rink resurfacing efficiency pilot
- New trail at the Cemetery
- Traffic calming on Rio Drive, Lawrence Avenue & Snowsell Street
- 2 playgrounds replaced
- \$50,000 annual savings by negotiating a discontinuation of protozoa sampling





ENHANCE CITIZENS' QUALITY OF LIFE

- **Event Development Fund**
 - 2014 Skate Canada International
- Grants
 - \$20,000 to 10 events through the City Services Offset Grant
 - Athletic Excellence Grant
 - Sport Event Development Grant
- **Outdoor Events**
 - 150 events
 - **BMO Okanagan Marathon**
 - 7 long standing events
 - 7 filming permits issued this year
 - New events







ENHANCE CITIZENS' QUALITY OF LIFE

- Kelowna Fire Department
 - Finalist award at the Premier's Innovation and Excellence Awards
 - Mobile home smoke alarm campaign:
 - 5 mobile home parks visited
 - > 367 Units checked
 - 21 new batteries installed
 - 139 alarms installed
- Kelowna International Airport
 - New air service to Cranbrook
 - 10 airlines serving YLW to 18 non-stop destinations
 - Record breaking passenger numbers
 - Consumer travel event
 - 4631 Facebook fans, 5496 Twitter followers & 105 Instagram fans







ENHANCE CITIZENS' QUALITY OF LIFE

- Mills to Muir Rd pedestrian safety Improvements, including 850m of new sidewalk
- Highway 33 Transit improvements
- Highway 97 RapidBus Phase2 and 3 Transit Investments
 - Richter Station bus stops
 - Gordon Station bus stops
- Vicinity community bus
- 1.1 Km of bike lane added on McCulloch Rd.





FOURTH QUARTER REPORT

kelowna.ca/connect



Report to Council



Date: January 13, 2014

File: [RIM Classification Number]

To: City Manager

From: J Carlisle, Fire Chief

Subject: Report to Council PMDDS

Report Prepared by: J. Brolund, Deputy Fire Chief

Recommendation:

THAT Council receives, for information, the Report of the Fire Chief on the Predictive Modeling and Dynamic Deployment System dated 13 January 2013;

AND THAT Council direct staff to proceed with the implementation of this system as approved in the 2014 Financial Plan.

Purpose:

To provide additional information on the Predictive Modeling and Dynamic Deployment System.

Background:

At the Dec 12, 2013 Provisional Budget Meeting, it was resolved:

THAT Council directs staff to provide additional information on the justifications for, impact on in-the-field decision making, and costs, including staffing prior to moving forward with the P1 supplemental request for Predictive Modeling/Dynamic Department System (PM/DDS).

PM/DDS software is in use by some of the largest fire departments in North America including FDNY (New York), San Diego, and Anaheim. Larger departments in Canada including Edmonton and Toronto have implemented similar systems. The software is also seeing wider use within leading and innovative fire services in our province, including Abbotsford, Nanaimo, Langley, Surrey and North Vancouver City, North Vancouver District and West Vancouver.

The City and District of North Vancouver, along with the Municipality of West Vancouver utilize components of a PM/DDS system to manage resources in real time. Their software system evaluates current and historical requests for service to create a probability of a subsequent or concurrent emergency occurring. The system then makes recommendations

about the most efficient use of apparatus to cover the community's risks. This strategy may reduce or eliminate the requirements for backfill of fire stations, saving costs associated with this activity.

There are many different ways this system can be used and problems it can be tasked to assist in solving. Fire departments use the system to support strategies such as Station Relocation, Traffic Signal Preemption and increased distribution of existing staff and stations to cover larger areas. The difficulty in quantifying the cost benefit advantage for Kelowna is that until the PM/DDS is in the implementation stage, exact efficiencies and accurate cost savings are not known.

The system uses KFD historical data and the software vendor will deliver a turn-key product that can be used by existing KFD staff immediately and in the future to support strategic decision making.

No additional staff is required. Ongoing operating expenditures include training, software licensing, computer hardware, GIS Mapping and consulting support. Staff has developed a phased approach to implementation that sees the 3rd component (LiveMum) implemented in 2015.

PM/DDS SOFTWARE COSTS 2014 Budget Supplementals

	Exchange	1.0808	
CDN \$ w/ Tax	Year 1	Year 2	Year 3
<u>Capital</u>			
BARB	49,882	-	-
ADAM	115,569	-	-
LiveMUM		95,600	-
Total	165,450	95,600	-
Operating			
Licences & Dues BARB	7,355	7,576	7,803
Licences & Dues ADAM	20,492	21,108	21,740
Licences & Dues LiveMUM	-	-	13,103
Ancillary Costs	19,274	34,694	34,694
Total	47,122	63,377	77,339
Grand Total	212,572	158,978	77,339

It is important to note that cost reductions or increased efficiencies are contingent upon the response target standards approved by Council. During the implementation stage, Council will be involved in key strategic decisions.

While we will rely on the system for recommendations, it will not overrule the call of an officer in the field. When cases occur that differ between software and real-time, these will be followed up on and used to improve the system.

In further support of this initiative, a Business Case examining PM/DDS in detail is attached. Considerations not applicable to this report: Internal Circulation: N/A Legal/Statutory Authority: N/A Legal/Statutory Procedural Requirements: N/A Existing Policy: N/A Financial/Budgetary Considerations: N/A Personnel Implications: N/A External Agency/Public Comments:N/A Communications Comments: N/A Alternate Recommendation: N/A Submitted by: J. Carlisle, CFO, MA, CD Fire Chief, Kelowna Fire Department Approved for inclusion: P. Macklem, Deputy City Manager Attachments: Business Case - Predictive Modeling and Dynamic Deployment System

cc:

Business Case

Predictive Modeling / Dynamic Deployment System (PM/DDS)

Prepared by Deputy Chief Jason Brolund - October 18, 2013



PROJECT OVERVIEW

<u>Objective:</u> To implement an 'Evidence Based' Predictive Modeling / Dynamic Deployment System (PM/DDS) to support strategic decision making within the Kelowna Fire Department.

Such a system uses Council-supported Response Targets and City of Kelowna data to evaluate and optimize fire department deployment and determine the most strategic and cost efficient placement of fire stations, resources and apparatus.

<u>Scope:</u> The project will implement the required hardware and software within the Kelowna Fire Department. The initial scope will include data from the City of Kelowna, however, the scope may be expanded (if practical) to include other nearby areas. In doing so, it may become possible to offer these services to other departments outside of the City on a fee for service basis in the future, at little to no additional cost.

<u>Outcomes:</u> The overarching objective of fire service delivery must be to get the right staff and equipment to the right location in the right amount of time, to offer the greatest benefit.

In the past, up to and including the most recent strategic plan, this has always been an intuitive process, drawing on the knowledge and experience of Fire Service Subject Matter Expert's (SME's), rudimentary tools such as map books and stopwatches and limited GIS mapping support provided by outside experts.

In the future, to maintain the objective of efficient, effective fire service delivery, we must move to an evidence-based decision making model. Such a model must quickly identify strengths and weaknesses and allow us to immediately evaluate proposed changes and visualize multiple options and clearly demonstrate their impact on pre-defined response targets.

Evidence-based decision making enables us to:

- Evaluate our current deployment strategy for optimal distribution utilization.
- Simulate alternative deployment scenarios, demonstrating them on a map.
- Revise service areas based on scientific analysis and known factors such as historical call volume and the current and future road network.
- Relocate resources where they can provide the best coverage, in real-time.

Maximizing the use of existing resources is more desirable than large investments in new stations and their ongoing staff costs. Under this system, the fire department standard of cover becomes risk-based, using response targets selected by policy makers (sustainable) and defendable through good science.

Stakeholders:

- Kelowna Fire Department Senior Leadership Staff
- City of Kelowna Information Services (Hardware, Software and GIS)
- City of Kelowna Executive Team and City Council
- PM/DDS System Vendor

BACKGROUND and PROBLEM STATEMENT

Currently, stakeholders have broad access to information relating to the fire service, but it is often not accurate, not presented in the proper context or conveyed in an easy to understand manner.

While the Fire Chief has always been considered the 'SME' on all matters relating to the fire service, the experience of the Fire Chief is no longer enough. Efficiency and effectiveness must be demonstrated and backed up with data, then presented in an easy to understand format. Changes to service delivery using existing resources is more desirable than large investments in new stations and their ongoing staff costs.

The 2013 Neilson-Welch Report and the subsequent Report to Council (dated May 22, 2013) includes the following considerations:

- Investigation of opportunities to consider emerging practices to shape the strategic direction of KFD.
- The protocol for dispatch of incidents will be reassessed for potential changes that may improve efficiency and lower cost, etc.
- Investigation of other emerging practices, including models being implemented or considered in other jurisdictions.

The implementation of a PM/DDS allows KFD to address all of the points above.

STRATEGIC ALIGNMENT

Implementation of PM/DDS is an innovative, risk balancing initiative that will allow us to review our outcomes and demonstrate our performance. Where outcomes do not meet expectations, the system will help us determine ways in which to innovate, and make better use of existing resources.

The implementation of PM/DDS aligns closely with the following Corporate Plan focus areas:

- <u>Performance Excellence</u> the system will help us achieve a higher level of performance using existing resources. Where increases are required, it will prove that they are efficient and effective.
- <u>Passionate Public Service</u> the system uses leading edge mathematical formulas to evaluate performance and maximize efficiency and effectiveness.
- Responsive Customer Service the system will help KFD get the right staff and equipment to the right location in the right amount of time, to offer the greatest benefit
- <u>Sustainable City</u> the system is a tool, rather than a service and can be used on a regular basis to demonstrate performance and make analysis of changes that result in improved service.

ALTERNATIVES and BEST PRACTICES

As the fire service has evolved, so has the science behind it. There has been much study devoted to complex mathematical models to forecast how the fire service responds. Powerful calibrated analysis tools exist to perform 'What-ifs' on different deployment scenarios and project the impact on response times and unit workloads.

There are many different ways this system can be used and problems it can be tasked to solve. An examination of the fire service provincially and beyond shows that fire departments are looking at strategies such as Station Relocation, Traffic Signal Preemption and increased distribution of existing staff and stations to cover larger areas.

For example, in Surrey, the Fire Department was a pioneer in this area. They use their PM/DDS system to support long range planning, but also in real-time to advise on the deployment of apparatus across the city, particularly during busy periods. Their system helps them eliminate unnecessary call back of off duty staff.

In Anaheim California, the fire department faced a demand to serve increased population and call volume, but contain costs. Over a 2 year period, they invested \$25 million on capital projects to relocate and maximize use of existing resources rather than \$15 million/year (ongoing) for new staff and stations. Decision making support was provided by a PM/DDS system.

Implementation of PM/DDS is a leading practice and is considered innovative. For example, the City of San Diego Fire Department proposed a \$34 million reduction to their fire department. Such a reduction could only be achieved through brown-outs and service level reductions. Tragically, a single incident involving the death of a child in an area where service had been reduced, led to a re-examination of the deployment strategy. Using PM/DDS to prove efficiency and effectiveness led to major changes within the department, including the restoration of funding that was reduced. However, this time the deployment was based in mathematical analysis and supported by evidence based decision making.

The recently completed City of Toronto Fire Service Review made recommendations that the Toronto Fire Service commence the establishment of a PM/DDS in order to review and define the optimal placement of apparatus and stations within the City.

The City and District of North Vancouver, along with the Municipality of West Vancouver utilize components of a PM/DDS system to manage resources in real time. Their software system evaluates current and historical requests for service to create a probability of a subsequent or concurrent emergency occurring. The system then makes recommendations about the most efficient use of apparatus to cover the community's risks. This strategy may reduce or eliminate the requirements for backfill of fire stations.

IMPLEMENTATION STRATEGY

Deccan International is a developer of PM/DDS software solutions that use existing historical CAD data and other information about the city to accurately answer deployment questions. Deccan provides decision-support solutions for both strategic and real-time deployment planning, focusing on improved efficiency and responsiveness. Their software is used by over 40 fire departments in North America. The complex mathematical models and analysis tools that have been developed are highly proprietary and considered trade secrets.

Implementation of a PM/DDS would be a multi-step process consisting of the following actions:

- 1.) Evaluate existing operation
 - a. Determine valid response targets with Council direction and support
 - b. Implement Deccan CAD Analyst to evaluate status quo performance
- 2.) Identify options for change
 - a. Confirm efficient use of existing resources
 - i. Run Orders/Areas (evaluated using Deccan BARB)
 - ii. Move Ups (using Deccan LiveMUM)
 - b. Investigate potential changes (using Deccan ADAM)
 - i. Alternate Deployment and Staffing configurations
 - ii. Station relocation(s)
 - iii. New station(s)
- 3.) Demonstrate effectiveness of proposed improvements (using CAD Analyst)

Deccan has developed 3 PM/DDS tools that are leading practice and could be implemented within the Kelowna Fire Department to support innovation through evidence based-decision making.

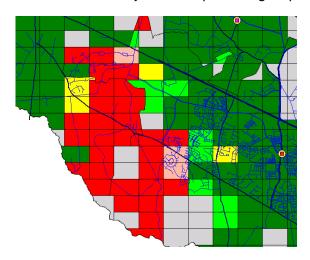
1. CAD Analyst/ADAM (Apparatus Deployment Analysis Module):

CAD Analyst-ADAM are a joint pair of Deccan software products used for strategic planning and deployment analysis. They are data-based applications that provide an easy to understand, map-based graphical interface that evaluates the impact of changes before they are made with extensive simulation capabilities, based on mathematical models.

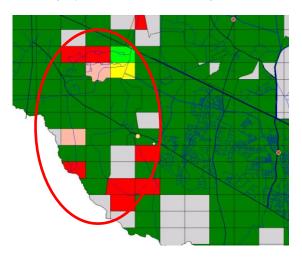
Evaluating the 'What is?'

CAD Analyst generates objective data concerning current response performance. This application filters and processes historical data and utilizes that information to evaluate historical response performance against current (or new) response time targets.

The historical analysis and response target options are displayed as color-coded maps.



Example of Current Deployment (red areas fall outside of current response targets)



Example of New Deployment (red has shifted to green to indicate achievement of response target with proposed change)

Evaluating the 'What if?'

ADAM (Apparatus Deployment Analysis Module) helps answer questions regarding changes using historical data, predictive modeling and mathematical formulas. It is also fed data such as street networks and speed limits to increase prediction accuracy.

ADAM simulates various deployment scenarios to effectively test and evaluate the impact of changes if these scenarios were implemented in the field.

The tool, calibrated to match actual performance will:

- Evaluate impact of apparatus deployment changes on response target performance
- Analyze impact of station/apparatus relocation
- Compare the performance of alternate/new station locations
- Demonstrate impact on service/performance due to proposed changes
- Assess response performance between career and volunteer stations
- Analyze strengths and weakness of established/proposed staffing standards
- Calculate and predict average response times, workloads, unit availability and number of calls per day for multiple options.

2. BARB (Box Area Runcard Builder)

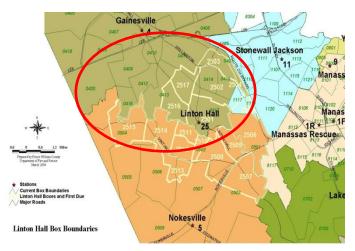
We cannot currently prove that we are sending the closest, best equipped apparatus to each call.

BARB validates the effective and efficient use of existing resources by determining the closest most effective resources to send to incidents.

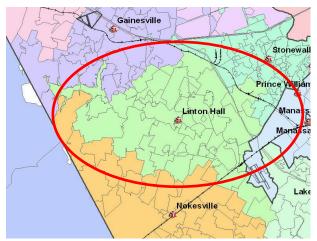
Until now, defining the boundaries between station response areas has been an intuitive process, drawing on the knowledge and experience of Fire Service SME's, rudimentary tools such as map books and stopwatches and limited GIS mapping support provided by outside experts.

Using advanced GIS tools and mathematical formulas, combined with our data on streets and speed limits, this tool generates recommendations for response areas using computed running routes to every street address in the city. These recommendations are then validated against historical events to ensure accuracy.

These results are output onto a map which is then uploaded directly into the Computer Aided Dispatch System to inform the dispatchers of the most appropriate apparatus to be dispatched to a particular address or request for service.



Sample of Existing Response Areas (prior to analysis with BARB)



Example of New Response Areas (post BARB analysis - note expansion of green to offset orange and purple zones)

3. LiveMUM

Deccan LiveMUM is a real-time automated planning tool that predicts where coverage will be needed and makes recommendations to shift resources accordingly to ensure optimal coverage.

The system employs what is known as 'Bayesian inference to probability calculations' - a mathematical formula that determines the probability of an event occurring based on historical incidences of the event. Factors such as location, time of day and day of the week are part of this calculation. As a result, a move up into a particular area would be recommended at times/days when the area's call volume is typically high, but not at times/days when it is typically low.

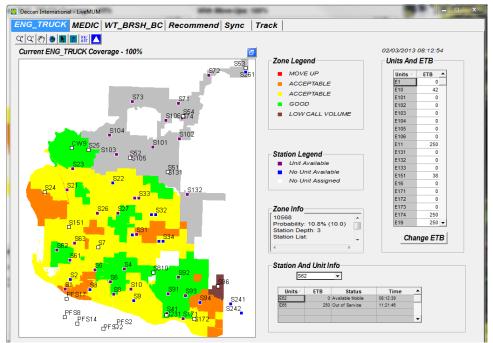
These recommendations, in turn:

ensure effective ongoing use of existing resources

- determine the most strategic and efficient placement of existing apparatus
- provide more thorough, responsive and cost-efficient emergency coverage
- improve 1st on scene time
- maximize coverage and availability
- ensure public and responder safety

This is a non-traditional approach from the standard of providing full standby fire coverage for all areas at all times - to the point that stations are backfilled even when the chance of a call is minimal.

LiveMUM detects and displays holes in apparatus coverage by listening to CAD in real time and enables dispatchers to instantly view weaknesses and strengths in coverage while displaying color-coded maps of the status of coverage in real time.



Sample of LiveMUM Display

(note yellow and orange showing areas of reduced coverage in real time)

LiveMUM has been implemented on Vancouver's North Shore¹ for the past 2 years. While the process has been complex, there has been a demonstrated service improvement and improved response time with existing resources. The system has eliminated any guesswork on when and which units to move to ensure coverage. As a result of implementing this system, the District of North Vancouver has not had any call backs of off duty staff in 2 years.

COST/BENEFIT ANALYSIS

Deccan's software is world class and is in use by some of the largest fire departments in North America including FDNY (New York), San Diego, and Anaheim. Larger departments in Canada including Edmonton and Toronto have implemented similar systems. The software is also seeing

¹ City and District of North Vancouver along with the Municipality of West Vancouver

wider use within leading and innovative fire services in our province, including Abbotsford, Nanaimo, Langley, Surrey and North Vancouver City, North Vancouver District and West Vancouver.

Many of the departments that have successfully implemented the software draw the analogy that the software may appear expensive standing on its own. However, when placed alongside the costs of capital purchase and replacement of apparatus, new station construction and the ongoing operational cost of career firefighters, the cost is quite small for the benefits and confirmation of investment that are offered.

PM/DDS SOFTWARE COSTS 2014 Budget Supplementals

	Exchange	1.0808	
CDN \$ w/ Tax	Year 1	Year 2	Year 3
<u>Capital</u>			
BARB	49,882	-	-
ADAM	115,569	-	-
LiveMUM		95,600	-
Total	165,450	95,600	-
Operating			
Licences & Dues BARB	7,355	7,576	7,803
Licences & Dues ADAM	20,492	21,108	21,740
Licences & Dues LiveMUM	-	-	13,103
Ancillary Costs	19,274	34,694	34,694
Total	47,122	63,377	77,339
Grand Total	212,572	158,978	77,339

[†] Ancillary Overhead costs include computer hardware, GIS Mapping and ongoing consulting support

The difficulty in quantifying the cost benefit advantage for Kelowna is that until the PM/DDS is in the implementation stage exact efficiencies and accurate cost savings are not clear. The following table provides an overview of efficiencies that are thought to be possible and their impacts.

PM/DDS Component	Potential Efficiency		Operational Impact
Implementation of CAD	Analysis of current and validation of	•	\$3.3 million for KLO
Analyst/ADAM	future fire station locations. Will		facility
	validate that future stations are	•	\$1.8 Million/year first 5
	required and located where they have		years in career wages for
	the greatest impact.		KLO facility.
Implementation of BARB -	Rationalize station response areas to	•	Projected improvement of
Response Area Validation	optimize resource utilization.		first on scene times due to
			optimal response areas.
		•	Low risk, low consequence
			request for services
			performed by smaller
			mobile unit, positioned
			where calls for service are
			greatest.
Implementation of LiveMUM -	Rationalize call backs and move up of	•	Companies are only called
Dynamic Deployment	engine companies.		back or moved up when
			risk tolerance rate is
			exceeded.

It is important to note that cost reductions or increased efficiencies are contingent upon the response target standards approved by Council. During the implementation stage, Council will be involved for key strategic decisions such as response targets.

CONCLUSION and RECOMMENDATION

The software includes complex mathematical models and analysis tools that are highly proprietary and considered trade secrets. There are no other companies that offer a similar suite of tools. Deccan is highly regarded by their customers for their level of commitment to customer service and support. Prior to implementation KFD along with Purchasing will evaluate the requirements and determine if a sole source purchase is applicable.

Research and discussion with other Deccan clients has also shown that the costs above are similar to engaging a consultant on a one-time basis to perform this type and scope of work. However, the benefit of the proposed model is that the use of these tools is unlimited in the future to prove efficiencies or explore other options as they are identified.

PM/DDS reinforces the overall objective of the fire service - to get the right staff and equipment to the right location in the right amount of time, to offer the greatest benefit. But, the implementation of PM/DDS combines that with the objective of reducing overall response times, increasing unit efficiency, and reducing costs, supported by scientific analysis of our own data. Our standard of cover becomes risk-based, using response targets selected by policy makers (sustainable) and defendable through good science.

Therefore it is recommended that the Kelowna Fire Department obtains software tools from Deccan International to implement 'Evidence Based' Predictive Modeling and Dynamic Deployment to support the strategic decision making process.

Report to Council

Date: 1/13/2014

File: 1840-10

To: City Manager

From: B. Davidson, Parks Planner, Infrastructure Planning

Subject: City Park Tennis Court Replacement



THAT Council receives, for information, the report from the Parks Planner dated January 13, 2014, with respect to City Park Tennis Court Replacement.

Kelowr

AND THAT Council designates the City Park courts for single use tennis.

Purpose:

To report back to Council on the feasibility of including pickleball in the 2014 City Park Tennis Court Replacement.

Background:

During initial Council deliberation of the 2014 budget submission on December 12th, 2014, staff were asked to explore the possibility of including pickleball court lines in the scope of work for the City Park Tennis Court replacement.

The tennis courts in City Park are the only courts in the downtown area, with the next closest ones being at Kinsmen Park (as the crow flies 2.0 km away), Knox Mountain Park (2.45 km), Hartwick Park (2.8 km) and Parkinson Recreation Park (3.2 km). Three of the four parks listed above currently accommodate pickleball with a combined total of 12 pickleball courts. Given the increases in residential density that is planned for in the downtown core, there is a desire to maintain a tennis facility at City Park. This is coupled with the fact that tennis courts were removed from the future Rowcliffe Park in favour of maintaining an off-leash dog area.

Staff have considered four possible scenarios: four single use pickleball courts; two shared use courts; one single use tennis court together with two single use pickleball courts; and two single use tennis courts.

a) Four Single Use Pickleball Courts

In 2012, two of the Parkinson Recreation Park (PRP) tennis courts were converted to six single use pickleball courts. Since that time, use of the four Hartwick Park shared use pickleball courts has ceased completely and league use has been concentrated at PRP. Staff have engaged the Pickleball community and learned that a centralized multi-court facility is preferred in part due to the strong social component that is created, the ability to mix games with different players, and the reduced wait time between matches during league play. The Pickleball Club feels that adding pickleball in City Park will not draw enough people to play there other than the occasional pickup game. The Club cites issues with parking as well as wind: prevailing wind off of the lake will affect the game given the design of the pickleball itself.

Ideally the Pickleball Club would like to see a dedicated 12 court pickleball facility on a high profile site with nearby access to amenities including public washrooms and parking. The trend in other communities now is to expand the number of courts to 16, 24 and even 32 to accommodate club play rather than disbursing small groups of 1, 2 or 4 courts here and there throughout the city. Providing fewer courts in multiple locations effectively divides the critical mass. Increasing the footprint of the existing City Park courts to accommodate more pickleball is not an option due to existing site constraints including the parking lot and presence of several heritage trees in the immediate vicinity.

In order to help meet pickleball demands in the short term, Staff have already committed to adding four additional shared use Pickleball Courts to the existing PRP South Tennis courts. Pickleballers will be responsible to setup and take down their own nets.

b) Two Shared Use Tennis Courts

Staff have learned that there is limited use of the existing eleven other shared tennis / pickleball courts (see Attachment 1 for locations) by pickleballers as the courts are generally isolated and the tennis nets are too high for league play. In addition, at shared sites, if pickleball users wish to play on a tennis court without using the tennis net they need to need to supply, erect and dismantle their own net system.

Conversely, courts with both tennis and pickleball markings are not conducive to tournament play by either sport, particularly tennis.

c) One Single Use Tennis and Two Single Use Pickleball Courts

Further to the comment above, notwithstanding the issue of wind, if less than six pickleball courts are provided it is likely that they will not be used for league play, therefore use will be limited.

d) Two Single Use Tennis Courts

The only tennis courts in the City inventory that are currently suitable for tournament play are the six Basil Meikle courts at PRP. Kelowna currently hosts the week long ITF Futures Tournament at this site. Upon engaging members of the tennis community, there is the desire to increase capacity in order to host the next tier of tennis tournaments, the Challenger Series. The courts at City Park are a relatively short drive from PRP and can act as a satellite location during a tournament; the addition of lights will also increase this potential. However, if a court is lined for more than one sport, it will not be considered for tennis tournament play.

As the City Park Master Plan is revised later in 2014 the potential remains to add multiple single use designated pickleball courts to the active recreation zone, as they are consistent with the new community recreation vision for the park.

Financial/Budgetary Considerations:

If pickleball courts are added to the scope of the City Park Tennis Court replacement, additional costs will be incurred. The amount of these additional costs are dependent on which court configuration is pursued and will include one net and two net support posts per pickleball court and in the case of Option c), a 1.2 m high fence ~37 m long with gate to separate the two uses. Costs will increase by approximately \$2,000 per each new pickleball court.

Summary

Staff recommend that the City Park Tennis Court replacement project is targeted at tennis (Option D) and staff continue to monitor opportunities and growth of pickleball.

Internal Circulation:

Sport & Event Development Manager, Active Living & Culture Parks Services Manager Parks and Public Space Projects Manager, Design and Construction Services Parks and Public Places Manager, Infrastructure Planning

Considerations not applicable to this report:

Legal/Statutory Authority: Legal/Statutory Procedural Requirements: Existing Policy: Personnel Implications:

External Agency/Public Comments:

Communications Comments:

Alternate Recommendation:

Submitted by:

Submitted by:
B. Davidson, Parks Planner, Infrastructure Planning
Approved for inclusion: J. Vos, Infrastructure Divisional Director
Attach: Appendix 1: Tennis / Pickleball Court Inventory and Assessment
cc: Active Living & Culture Divisional Director General Manager, Infrastructure Planning

Appendix 1

Tennis / Pickleball Court

Inventory & Assessment

20-Dec-13

Location Site	Court Name	Address	Sector	Condition	No. of Tennis Courts	No. of Pickelball Courts	shared vs. designated pickleball	Lighting	Drinking Fountain	Practice Board	Built / Resurfaced - Year
Birkdale Park		363 Prestwick St	BLACK MOUNTAIN	Good	1						2011
Blair Pond Park		333 Clifton Rd	GLENMORE	Good	1	1	shared				2009
City Park		1600 Abbott St	CENTRAL CITY	Poor - remove & replace asphalt surface & base structure	2					٧	unknown
Cross Glen Park		207 Biggar Rd	GLENMORE	Good - clean & patch reveals; seal coat rough areas	1						unknown
Edith Gay Park		305 Moyer Rd	RUTLAND	Good	2	2	shared			٧	2004
Gerstmar Park		955 Gerstmar Rd	RUTLAND	Good	1	1	shared				2011
Hartwick Park		1480 Lambert Ave	GLENMORE	Good	1	4	shared		٧		2008
Jack Robertson Park		1655 Willow Cr	GLENMORE	Good - clean & seal coat cracks	2			٧			unknown
Kinsmen Park		2600 Abbott St	S. PANDOSY	Good - cleaned & sealed stress cracks	2						2013
Knox Mountain Park		450 Knox Mountain Dr	CENTRAL CITY	Good	2	2	shared				2005
	Basil Meikle			Good	6			٧			2009
Parkinson	PRP North		OFNITDAL OITY	Good - resurfaced		6	designated				2102
Recreation Park	PRP South	1800 Parkinson Way	CENTRAL CITY	Poor - remove asphalt & concrete; proof roll & repair soft spots	2						unknown
Quilchena Park		347 Quilchena Dr	SW MISSION	Good	1	1	shared				2010
Summerside Park		3858 Summerside Dr	SE KELOWNA	Poor - remove & replace asphalt & fill ofn NW corner	1						unknown
TOTAL					25	17					

Report to Council

Date: January 6, 2014

Rim No. 0710-30

To: City Manager

From: Michelle Kam, Sustainability Coordinator

Subject: Grant Administration Agreement for Social Grants



Recommendation:

THAT Council authorizes the City to enter into a Grant Administration Agreement for Social Grants with the Central Okanagan Foundation in the form attached to the Report from the Sustainability Coordinator dated January 6, 2014;

AND THAT Council authorize the Mayor and City Clerk to execute all associated documents on behalf of the City of Kelowna.

Purpose:

To execute a grant agreement with the Central Okanagan Foundation to administer and adjudicate the 2014 Social Grants including the Community Social Development Grants, Emergency Grants and Grants to Address Sexual Exploitation of Youth on behalf of the City of Kelowna.

Background:

The City of Kelowna has three social grant programs including Council Policy 218 Community Social Development Grants and Emergency Grants as well as Council Policy 277 Grants to Address the Sexual Exploitation of Youth. The purpose of these grants is to support the social sustainability objectives outlined in Chapter 10 of the OCP.

The annual funds available for these grants include the following: \$80,000 Community Social Development Grants \$22,000 Grants to Address Sexual Exploitation of Youth Up to \$5,000 per organization for Emergency Grants

This grant program has been in place since 1992. The funding has been administered by the Central Okanagan Foundation since 2005, at which time a grant agreement was signed but has not been updated. The attached 2014 Grant Administration Agreement itemizes roles and responsibilities of both the Central Okanagan Foundation and the City of Kelowna to ensure the highest value is delivered back to the community with the grant funding. The term of this agreement is for one year, during which time Staff will be evaluating the comprehensive delivery of all grant programs (including social grants) and how best to administer them in a

coordinated model. A report back to Council with recommendations is anticipated by the end of 2014.

Existing Policy:

Council Policy 218 Community Social Development Grants
The purpose of the Community Social Development Grants program is to make available funding to non-profit organizations and community organizations offering socially beneficial services or programs in the municipality of Kelowna.

Council Policy 218 Emergency Grants
The purpose of the Emergency Grants is to make available to non-profit organizations and community organizations offering social programs in the City of Kelowna emergency funds for the purpose of assisting an organization through a financial crisis.

Council Policy 277 Grants to Address Sexual Exploitation of Youth

The purpose of the Grants to Address Sexual Exploitation of Youth is to make available to nonprofit organizations and community organizations that are working to eliminate the sexual exploitation of youth in the City of Kelowna.

Financial/Budgetary Considerations:

Cultural Services Manager

\$15,000 for grant administration is within an existing approved budget

715,000 for grant dammistration is within an existing approved badget.
Considerations not applicable to this report: Internal Circulation: Legal/Statutory Authority: Legal/Statutory Procedural Requirements: Personnel Implications: External Agency/Public Comments:
Submitted by:
M. Kam, Sustainability Coordinator Approved for inclusion: Danielle Noble-Brandt, Department Manager of Policy & Planning
Attachments: Grant Administration Agreement
cc: Central Okanagan Foundation

City of Kelowna

Grant Administration Agreement

This Ag	reement dated for reference	, 2014, is
BETWE	EN:	
	City of Kelowna , a municipality incorporated under the LR.S.B.C. 1979, c. 290 and having its municipal office at 14 British Columbia V1Y 1J4	
	(the "City")	
AND:		
	Central Okanagan Foundation a registered charity, incor Province of British Columbia, and having its offices at 22! British Columbia, V1Y 5V5	
	(the "Foundation")	
City of City of	idicate and administer the: Kelowna 2014 Community Social Development Grants (Co Kelowna 2014 Emergency Grants (Council Policy 218); and Kelowna 2014 Grants to Address Sexual Exploitation of Yo	d "

The City of Kelowna (hereafter referred to as the City) will provide financial assistance to non-profit and community organizations to provide programs of benefit to the community in accordance with Council Policy 218 Community Social Development Grants and Emergency Grants and Council Policy 277 Grants to Address Sexual Exploitation of Youth (hereafter referred to as the Policies).

To ensure the successful administration of the above grants, agreement is hereby established between the City and the Central Okanagan Foundation (hereafter referred to as COF) as follows:

- The term of this agreement will be for one year, commencing January 1, 2014 and ending December 31, 2014.
- 2. COF will evaluate requests from non-profit and community organizations (subsequently referred to as Organizations) for financial assistance from the City that are governed by the Policies and to make recommendations in writing to the City respecting whether financial assistance (hereafter referred to as Grants) should be provided to the Organizations and the amount of the grants. In particular, COF will:
 - a) Advertise the City's grant programs governed by the Policies.
 - b) Organize and facilitate an information workshop for interested grant applicants. This meeting is set for January 23, 2014 at the Rotary Centre of the Arts.
 - c) Be the primary point of contact for inquiries from grant applicants prior to the grant deadline of February 28, 2014.
 - d) Distribute grant application forms to Organizations and ensure updated grant applications are available on the COF website.
 - e) After the grant application deadline of February 28, 2014, review submitted grant applications to determine eligibility and comprehensiveness of the application to ensure the grants advisory committees can make an informed and responsible decision. If minor gaps are identified, COF will contact applicant organizations to offer them an opportunity to fill in the gaps / answer questions.
 - f) Recruit up to six people and at least one alternate for the grant advisory committee to adjudicate the grant applications and make recommendations for grant awards. Through this process, assess the quality and suitability of members of the grant committee.
 - g) In evaluating requests, advising the committee and making recommendations, COF agrees that it will apply the criteria set out in the Policies and Terms of Reference for the approval and distribution of grants.
 - h) Provide the City and each committee member an evaluation package containing an agenda, assessment tool and vetted applications for review. The date for

- pick-up of evaluation packages to committee members is March 14, 2014.
- Convene and facilitate a meeting of the grant advisory committee to review each grant application as a group and formulate recommendations for grant awards. This meeting is scheduled for April 2, 2014. Costs and expenses associated with the grants advisory committee meetings are to be paid by the COF.
- j) Ensure that comprehensive minutes are recorded by a qualified minute taker / transcriber at the grant advisory committee meeting, documenting the discussion and rationale for recommendations. Any costs associated with recording of minutes are to be paid by the COF.
- k) Prepare minutes from the grants advisory committee for distribution to and approval by the grants advisory committee members. Upon approval by the committee, the minutes will be provided to the City.
- Write and present a report to City Council containing the grants advisory committees' recommendations for awarding grants, with summary information about each of the successful applicants / projects. The Council presentation is tentatively scheduled for Monday, April 28, 2014 and will be presented by COF.
- m) Upon approval by City Council, work with Organizations to ensure Terms of Reference is met including liability insurance coverage, Letter of Agreement and a year-end report.
- r) Facilitate payment of grant awards to successful applicants once Terms of Reference is met.
- o) Be the primary point of contact for any applicants seeking more information about the adjudication process or the committees' recommendations.
- Upon request or if concerns arise, provide the City with all the Organization's information including, but not limited to, final reports on the use of grant funds.

3. The City will:

- a) Provide COF with the most current copies of the Policies and promptly advise COF of any changes to the Policies.
- b) By January 10, 2014 provide COF, in writing, with the breakdown of approved grants under the granting categories provided for under the Policies.
- c) Participate in the information workshop for interested grant applicants on January 23, 2014 to ensure City representation and provide information to interested grant applicants, as required.
- d) Provide COF with disbursement of funds for Community Social Development Grant and Grants to Address Sexual Exploitation of Youth as well as Emergency Grants, upon City Council funding approval.
- 4. The City will pay \$15,000 inclusive of any applicable taxes to COF for review and administration services, and to adjudicate the 2014 Community Social Development Grants, Grants to Address the Sexual Exploitation of Youth, and Emergency Grants. Payment will be made upon receipt of an invoice from COF after completion of the adjudication process and report to City Council.
- 5. Both parties agree that it is their intention to receive, review and adjudicate applications and disburse Community Social Development Grants, Grants to Address Sexual Exploitation of Youth and Emergency Grants by May 2014 and will cooperate to this end.
- 6. This agreement may be renewed, with amendments as needed, for future years.

IN WITNESS WHEREOF, THE City and the Foundation have executed this Agreement on the date first above written.

THE CORPORATE SEAL OF
THE CITY OF KELOWNA
Was hereunto affixed in the presence of:

Vlayor	 	
City Clerk		

THE CORPORATE SEAL OF **THE FOUNDATION**Was affixed in the presence of:

Authorized Signatory

Authorized dignatory

WIXIN IX MIXIN IX

Report to Council



Date: 1/6/2014

File: 0600-10

To: City Manager

From: City Clerk

Subject: Loan Authorization Bylaw No. 10900 - New Kelowna Police Services Building

Project

Report Prepared by: C. Boback, Legislative Coordinator

Recommendation:

THAT Council receives, for information, the Report from the City Clerk, dated January 6, 2014 regarding bylaw reading consideration for the borrowing of Forty-Two Million, Three Hundred and Eighty-Four Thousand Dollars for the construction of the new Police Services Building Project;

AND THAT Bylaw No. 10900 being Kelowna Police Services Building Loan Authorization Bylaw be given reading consideration.

Purpose:

To give reading consideration to Bylaw No. 10900 being Kelowna Police Services Building Loan Authorization Bylaw in order to forward the bylaw for Statutory Approval as the next step before initiating the Alternative Approval Process.

Background:

Council received for information a Report from the Infrastructure Divisional Director dated December 2, 2013 regarding the scope of the project for the construction of the new Kelowna Police Services Building Project. In the report, it was identified that the City will require the borrowing of Forty-Two Million, Three Hundred and Eighty-Four Thousand Dollars (\$42, 384, 000. 00) in order to construct the new facility.

After Council gives the Bylaw three readings, staff will forward certified copies of the bylaw and the Liability Servicing Certificate to the Ministry of Community, Sport and Cultural Development for Statutory Approval.

Once the Corporate Officer receives Statutory Approval, staff will report back to Council with legislative requirements and a timeline for the Alternative Approval Process initiating a City

wide petitioning period for the borrowing of Forty-Two Million, Three Hundred and Eighty-Four Thousand Dollars (\$42, 384, 000. 00) in order to construct the new facility.

Internal Circulation:

Infrastructure Division

Legal/Statutory Authority:

Community Charter, S. 179 - Loan Authorization Bylaws for Long Term Borrowing

Legal/Statutory Procedural Requirements:

Community Charter, S. 179 - Loan Authorization Bylaws for Long Term Borrowing (Identifies what information must be in the bylaw and the required approvals to adopt the bylaw.)

Financial/Budgetary Considerations:

As reported on December 2nd 2013, the Police Services Building Project requires an overall budget of \$48 million, with funding to be as follows:

Source of Funding		Value (\$)
Borrowing (AAP)		42,384,000
RCMP Reserve		2,000,000
Pay-as-you-go Capital		1,210,000
Other municipalities		275,000
Parking and General Reserves		2,131,000
	Total	\$48,000,000

Considerations not applicable to this report: Existing Policy: Personnel Implications: External Agency/Public Comments: Communications Comments: Alternate Recommendation:	
Submitted by:	
Stephen Fleming, City Clerk	
R. Mayne, Corporate & Protective Services Divisional Direc	ito
Attachments: N/A	
cc: K. Van Vliet, Manager Utility and Building Projects	

CITY OF KELOWNA BYLAW NO. 10900

Kelowna Police Services Building Loan Authorization Bylaw

WHEREAS it is deemed desirable and expedient for the City of Kelowna to construct a new Kelowna Police Services Building to replace the current building as the current building has reached the end of its productive lifecycle and no longer meets the requirements for providing adequate space for staff and citizens;

AND WHEREAS the estimated debt to be incurred for construction of a Kelowna Police Service Building is the sum of Forty-Two Million, Three Hundred and Eighty-Four Thousand Dollars (\$42, 384, 000.00);

AND WHEREAS the maximum term of a debt that may be authorized by this bylaw is thirty (30) years;

AND WHEREAS the approval of the Inspector of Municipalities has been obtained;

AND WHEREAS the Council has provided an alternate approval process in relation to the proposed Loan Authorization Bylaw;

AND WHEREAS the debt to be created by this bylaw for said construction of a new Kelowna Police Services Building is the sum of Forty-Two Million, Three Hundred and Eighty-Four Thousand Dollars (\$42, 384, 000.00);

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

- 1. The Council is hereby empowered and authorized to undertake and carry out or cause to be carried out the construction of the new Kelowna Police Services Building, and to do all things necessary in connection therewith and without limiting the generality of the foregoing:
 - (a) To borrow upon the credit of the municipality a sum not exceeding Forty-Two Million, Three Hundred and Eighty-Four Thousand Dollars (\$42, 384, 000.00);
 - (b) To acquire all such real property, easements, rights-of-way, licenses, rights or authorities as may be requisite or desirable for or in connection with the construction of the new Kelowna Police Services Building.
- 2. The maximum term for which debentures may be issued to secure the debt created by this bylaw is thirty (30) years.
- 3. This bylaw shall take effect on the date of its adoption by Council.
- 4. This bylaw may be cited for all purposes as "Bylaw No. 10900 being Kelowna Police Services Building Loan Authorization Bylaw".

Bylaw No. 10900 - Page 2

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

Received the Approval of the Inspector of Municipalities this

Received Approval of the Electors this

Adopted by the Municipal Council of the City of Kelowna this

Mayor

City Clerk