

**City of Kelowna
Regular Council Meeting
AGENDA**



Monday, March 3, 2014
1:30 pm
Council Chamber
City Hall, 1435 Water Street

Pages

1. Call to Order

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

2. Confirmation of Minutes

3 - 16

Regular PM Meeting - February 17, 2014
Regular PM Meeting - February 24, 2014

3. Public in Attendance

3.1 Scott Wilson, General Manager, and Rosemary Thomson, Music Director, Okanagan Symphony, re: Annual Report

17 - 44

To provide Council with an Annual Report.

4. Development Application Reports & Related Bylaws

4.1 Rezoning Application No. Z13-0042 - 3112 Watt Road, Ian & Marguerite Sisett

45 - 77

To consider a proposal to rezone the subject property in order to permit the conversion of an existing accessory building into a carriage house.

4.1.1 Bylaw No. 10918 (Z13-0042) - 3112 Watt Road, Ian & Marguerite Sisett

78 - 78

To give Bylaw No. 10918 first reading in order to rezone the subject property from the RU1 - Large Lot Housing zone to the RU1c - Large Lot Housing with Carriage House zone.

4.2 Agricultural Land Reserve Appeal Application No. A13-0005 - 4062 & 4075 McClain Road, Fegueira Holdings Ltd.

79 - 107

The applicant is requesting permission from the Agricultural Land Commission

(ALC) for a “*Subdivision of agricultural land reserve*” under Section 21(2) of the Agricultural Land Commission Act.

- 4.3 Area Structure Plan Application No. ASP13-0001 & Official Community Plan Bylaw Amendment Application No. OCP13-0021 - Thomson Flats - Request to amend Official Community Plan and to Prepare an Area Structure Plan 108 - 120

To consider a request for authorization to amend the Official Community Plan (OCP) and prepare an Area Structure Plan (ASP) for the Thomson Flats area, in accordance with the Kelowna 2030 - Official Community Plan and Council Policy No. 247. The applicant is seeking authorization to investigate the potential for the development of up to 1400 dwelling units in two phases, consisting predominantly of single dwelling housing.

5. Non-Development Reports & Related Bylaws

- 5.1 2014 Professional Arts Operating Grant - Ballet Kelowna 121 - 127

To approve distribution of the 2014 operating grant for Ballet Kelowna.

- 5.2 Climate Action Revenue Incentive Reporting Requirements 128 - 146

To report on the progress made in 2013 and the plans for 2014 to meet the City's climate action goals in order to fulfill the public reporting requirement for the provincial Climate Action Revenue Incentive Grant.

- 5.3 Downtown Kelowna Association Sidewalk Sweeper Purchase 147 - 148

To approve the purchase of a replacement sidewalk sweeper / scrubber for use in the downtown area including parkades, promenade and transit area and to amend the annual Financial Plan accordingly.

6. Resolutions

- 6.1 Draft Resolution re: Rotary Air Show - July 30, 2014 149 - 150

To authorize the Canadian Forces Snowbirds to conduct over-flights during the Rotary Air Show scheduled for July 30, 2014.

7. Mayor and Councillor Items

8. Termination



City of Kelowna Regular Council Meeting Minutes

Date: Monday, February 17, 2014
Location: Council Chamber
City Hall, 1435 Water Street

Council Members Present: Deputy Mayor Gail Given* and Councillors Colin Basran, Andre Blaneil, Maxine DeHart, Robert Hobson, Mohini Singh, Luke Stack and Gerry Zimmermann.

Council Members Absent: Mayor Walter Gray

Staff Present: City Manager, Ron Mattiussi; City Clerk, Stephen Fleming; Community Planning & Real Estate Divisional Director, Doug Gilchrist*; Urban Planning Manager, Ryan Smith*; Subdivision, Agriculture & Environment Director, Shelley Gambacort*; Long Range Planning Manager, Gary Stephen*; Parks Planner, Barb Davidson*; Planner Specialist; Alec Warrender*; Planner Specialist, Pat McCormick*; and Council Recording Secretary, Joanne Dewar.

(* denotes partial attendance)

1. Call to Order

Deputy Mayor Given called the meeting to order at 1:32 p.m.

Deputy Mayor Given 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 Singh/Seconded By Councillor Basran

R091/14/02/17 THAT the Minutes of the Regular Meetings of January 27, 2014 and February 3, 2014 be confirmed as circulated.

Carried

3. Public in Attendance

3.1. Janice Henry, Executive Director, Central Okanagan Heritage Society, re: Heritage Week

Janice Henry, Executive Director, Central Okanagan Heritage Society:

- Displayed a PowerPoint presentation.
- Provided details of the events planned for Heritage Week.
- Theme is 'Heritage Afloat'.
- Responded to questions from Council.

Moved By Councillor Stack/Seconded By Councillor Singh

R092/14/02/17 THAT Council receives, for information, the report from the Central Okanagan Heritage Society with respect to Heritage Week.

Carried

3.2. Randi Fox, Committee Member, City of Kelowna Heritage Grants Program, re: Annual Report

Randi Fox, Committee Member, City of Kelowna Heritage Grants Program:

- Provided details on the Heritage Grants Program which is administrated by the Central Okanagan Heritage Society.
- Provided a summary of locations for which grants have recently been approved.
- The committee would like to see an increase in public education, where every year or two years, approximately \$1000 in funding would be required to bring someone in to lecture on certain issues.
- Responded to questions from Council.

4. Development Application Reports & Related Bylaws

4.1. Agricultural Land Reserve Appeal Application No. A13-0016 - 1454 Teasdale Road, Parminder & Kulwant Hans

Staff:

- Displayed a PowerPoint presentation.
- Responded to questions from Council.

Moved By Councillor Singh/Seconded By Councillor Basran

R093/14/02/17 THAT Agricultural Land Reserve Appeal Application No. A13-0016 for Lot A Section 23 TWP 26 ODYD Plan 4697 Except Plans H12752 and KAP78750, located at 1454 Teasdale Road for a Non-farm use, pursuant to Section 20 (3) of the Agricultural Land Commission Act, be supported by Municipal Council, subject to the following:

1. The applicant register a Section 219 Restrictive Covenant on the subject property ensuring that the existing dwelling will only be used for either Farm Worker Housing (FWH), or Temporary Farm Worker Housing (TFWH), and shall be occupied only by a farm worker or temporary farm worker carrying out agricultural work on the Land, and that the proposed single family dwelling will only be inhabited by the applicant's immediate family;

AND THAT the Municipal Council directs staff to forward the subject application to the Agricultural Land Commission for consideration.

Carried

- 4.2. Official Community Plan Bylaw Amendment Application No. OCP13-0020 and Rezoning Application No. Z13-0043, 1055 Frost Road, No. 21 Great Project Ltd. & City of Kelowna

Staff:

- Displayed a PowerPoint presentation.

Moved By Councillor Hobson/Seconded By Councillor Singh

R094/14/02/17 THAT Official Community Plan Bylaw Amendment No. OCP13-0014 to amend Map 4.1 of the Kelowna 2030 - Official Community Plan Bylaw No. 10500 by changing part of the Future Land Use designation of Lot A, D.L. 579, SDYD, Plan EPP9618 Except Plans EPP9638, EPP15721, EPP18670, EPP20408 and EPP22118, located at 1055 Frost Road from Multiple Unit Residential - Low Density to Single / Two Unit Residential as shown on Map "A" attached to the Report of Subdivision, Agriculture & Environment Services, dated January 20, 2014, be considered by Council;

AND THAT Rezoning Application No. Z13-0043 to amend the City of Kelowna Zoning Bylaw No. 8000 by changing the zoning classification of part of Lot A, D.L. 579, SDYD, Plan EPP9618 Except Plans EPP9638, EPP15721, EPP18670, EPP20408, EPP22118 and EPP33403, located at 1055 Frost from A1 - Agriculture 1 and RU1H - Large Lot Housing Hillside zones to the RU3 - Small Lot Housing zone as shown on Map "B" attached to the report of the Subdivision, Agriculture & Environment Services, dated January 20, 2014, be considered by Council;

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

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

AND FURTHER THAT final adoption of the Zone Amending Bylaw be considered subsequent to the issuance of a Preliminary Layout Review by the City of Kelowna's Subdivision Approving Officer.

Carried

- 4.2.1. Bylaw No. 10914 (OCP13-0020) - 1055 Frost Road, No. 21 Great Projects Ltd. & City of Kelowna

Moved By Councillor Stack/Seconded By Councillor Zimmerman

R095/14/02/17 THAT Bylaw No. 10914 be read a 1st time;

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

Carried

4.2.2. Bylaw No. 10915 (Z13-0043) - 1055 Frost Road, No. 21 Great Projects Ltd. & City of Kelowna

Moved By Councillor Blanleil/Seconded By Councillor Singh

R096/14/02/17 THAT Bylaw No. 10915 be read a 1st time.

Carried

4.3. Rezoning Application No. Z14-0003 - 4377 Gordon Drive, Richard & Michelle Kooistra

Staff:

- Displayed a PowerPoint presentation.

Moved By Councillor Basran/Seconded By Councillor Blanleil

R097/14/02/17 THAT Rezoning Application No. Z14-0003 to amend the City of Kelowna Zoning Bylaw No. 8000 by changing the zoning classification of Lot 2, District Lot 358, ODYD, Plan 21365, located on 4377 Gordon Drive, 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 subsequent to the requirements Development Engineering Branch being completed to their satisfaction.

Carried

4.3.1. Bylaw No. 10916 (Z14-0003) - 4377 Gordon Drive, Richard & Michelle Kooistra

Moved By Councillor Zimmerman/Seconded By Councillor DeHart

R098/14/02/17 THAT Bylaw No. 10916 be read a 1st time.

Carried

4.4. Development Permit Application No. DP13-0197 - 945 Academy Way, Watermark Developments Ltd.

Staff:

- Displayed a PowerPoint presentation.
- Confirmed that Applicant will re-plant any disturbed areas with native plant species.
- Responded to questions from Council.

Moved By Councillor Singh/Seconded By Councillor Hobson

R099/14/02/17 THAT Council authorize the issuance of Development Permit No. DP13-0197 for Lot B, Section 10, Township 23, ODYD, Plan EPP16167, located at 945 Academy Way, Kelowna, BC, subject to the following:

1. The dimensions and siting of the building to be constructed on the land be in general accordance with Schedule "A";
2. The exterior design and finish of the building to be constructed on the land be in general accordance with Schedule "B";
3. Landscaping to be provided on the land be in general accordance with Schedule "C", which is to be sealed by a Landscape Architect in good standing prior to permit issuance;
4. The applicant be required to post with the City a Landscape Performance Security deposit in the form of a "Letter of Credit" in the amount of 125% of the estimated value of the landscaping, as determined by a professional Landscape Architect;
5. The applicant be required to satisfy the requirements of the Glenmore Ellison Irrigation District (GEID);

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

Carried

4.5. Development Permit Application No. DP14-0005 - 1517-1541 Keehn Road, Hywood Contractors Ltd.

Staff:

- Displayed a PowerPoint presentation.
- Responded to questions from Council.

Moved By Councillor Zimmermann/Seconded By Councillor DeHart

R100/14/02/17 THAT Council authorizes the issuance of Development Permit No. DP14-0005 for Lot A, District Lot 125, ODYD, Plan EPP36652, located on 1517-1541 Keehn Road, Kelowna, BC subject to the following:

1. The dimensions and siting of the building to be constructed on the land be in general accordance with Schedule "A";
2. The exterior design and finish of the building to be constructed on the land, be in general accordance with Schedule "B";
3. Landscaping to be provided on the land be in general accordance with Schedule "C";
4. The applicant be required to post with the City, a Landscape Performance Security deposit in the form of a "Letter of Credit" in the amount of 125% of the estimated value of the landscaping, as determined by a professional landscaper;

AND THAT the requirements of the Development Engineering Branch and the Rutland Waterworks District be completed to their satisfaction prior to issuance;

AND FURTHER THAT the applicant be required to complete the above-noted condition number four (#4) within 180 days of Council's approval of the Development Permit Application in order for the permit to be issued.

Carried

Deputy Mayor Given left the meeting and Councillor Basran took the Deputy Mayor chair at 2:28 p.m.

5. Non-Development Reports & Related Bylaws

5.1. Development Application Process Review - Implementation Update

Staff:

- Displayed a PowerPoint presentation.
- Outlined steps from implementation to completion.
- Responded to questions from Council.

Deputy Mayor Basran adjourned the meeting at 2:34 in order for the Honourable Judith Guichon, OBC, Lieutenant Governor of British Columbia to enter Council Chamber.

Deputy Mayor Given welcomed her Honour to the City and presented a gift on behalf of Council.

Her Honour thanked Council and made some remarks before leaving Council Chambers with Deputy Mayor Given and the City Manager for a brief tour of City Hall.

Deputy Mayor Basran reconvened the meeting at 2:40 p.m.

Moved By Councillor Blanleil/Seconded By Councillor Hobson

R101/14/02/17 THAT Council receives, for information, the Report from the Urban Planning Manager dated February 6, 2013 with respect to the Development Application Process Review Implementation.

Carried

5.2. Signage

Staff:

- Displayed a PowerPoint presentation.
- Outlined new areas on the City website that provide detailed information to the public and enables public feedback.
- Displayed physical examples of new signage.
- Outlined updates to Council Policy No. 367.
- Responded to questions from Council.

Moved By Councillor Hobson/Seconded By Councillor Zimmermann

R102/14/02/17 THAT Council receives, for information, the Report from the Urban Planning Department dated February 17, 2013 with respect to amending City of Kelowna Development Application Procedures Bylaw No. 10540 by revising the public notification and consultation requirements;

AND THAT Bylaw No. 10911, being Amendment No. 3 to Development Application Procedures Bylaw No. 10540 be forwarded for reading consideration;

AND THAT Council amends Council Policy No. 367, being Development Application - Public Notification and Consultation Procedures, as outlined in the Report of the Land Use Management Department, dated February 17, 2013;

AND FURTHER THAT Council directs staff to monitor the effectiveness of the new Development Applicant Signage process within one (1) year of implementation.

Carried

5.2.1. Bylaw No. 10911 - Amendment No. 3 to Development Application Procedures Bylaw No. 10540

Moved By Councillor Hobson/Seconded By Councillor Zimmermann

R103/14/02/17 THAT Bylaw No. 10911 be read a 1st, 2nd and 3rd time.

Carried

5.3. 2014 Rental Housing Grants

Staff:

- Outlined details of grant application.

Moved By Councillor Hobson/Seconded By Councillor Singh

R104/14/02/17 THAT Council receives the report from the Department Manager, Policy and Planning dated February 17, 2014 regarding a Rental Housing Grant Recommendation for 2014;

AND THAT Council approves the 2014 Rental Housing Grants as identified in the report from the Department Manager, Policy and Planning dated February 17, 2014, in accordance with the Housing Opportunities Reserve Fund Bylaw No. 8593 and Council Policy No. 335, Rental Housing.

Carried

5.4. Okanagan Basin Water Board and Quality Improvements Grants

Staff:

- Displayed a PowerPoint presentation.
- Outlined details of grant request/application.
- Responded to questions from Council.

Moved By Councillor Zimmermann/Seconded By Councillor Hobson

R105/14/02/17 THAT Council endorses by resolution the attached application to the 2014-15 Okanagan Basin Water Board Water Conservation and Quality Improvement Grant for the Royal Avenue to Strathcona Park Shoreline Stabilization Project;

AND THAT upon confirmation of successful grant award, the 2014 Financial Plan be amended to include the additional expenditure of \$30,000 for Royal Avenue to Strathcona Park improvements funded by an Okanagan Basin Water Board grant.

Carried

5.5. Public Art Program Annual Report

Staff:

- Displayed a PowerPoint presentation, outlined details of projects & new lightpost banners that were created for the City.

Janine Lott and Jordan Coble:

- Presented a framed picture of Bernard Avenue banners, to be displayed in City Hall.

Staff:

- Provided details of some of the projects that were funded in 2013 and plans for 2014.
- Responded to questions from Council.

Council:

- Discussed the issue of artist selection, and that a competition is open to artists regardless of where they are from.

City Manager:

- Confirmed calls for submissions are open to any artist, and that local artists enjoy the same ability to bid for projects in other jurisdictions, as out of town artist do here.

Council:

- Inquired about possibility of moving the art work that is currently located on the W.A.C. Bennett Bridge to a different location where it will be more visible to the public, as it is under-appreciated in its current location.

Staff:

- Advised it is a complicated exercise to move the mural, due to the foundation it needs to be placed in.

Moved By Councillor Hobson/Seconded By Councillor Singh

R106/14/02/17 THAT Council receives for information, the 2013 Annual Report for the City of Kelowna Public Art Program;

AND THAT Council approves the proposed work plan for 2014, as set out in the report of the Planner Specialist, Urban Design, dated February 17 2014.

Carried

5.6. Alternate Approval Form for the New Police Services Building Project

Moved By Councillor Blanleil/Seconded By Councillor Zimmermann

R107/14/02/17 THAT Council receives, for information, the Report from the City Clerk, dated February 17, 2014 regarding the Alternative Approval Process for the borrowing of Forty-Two Million, Three Hundred and Eighty-Four Thousand Dollars for the new Police Services Building Project;

AND THAT an alternative approval process opportunity open to all electors within the City of Kelowna be initiated in relation to the borrowing by loan authorization bylaw as outlined in the report from the Infrastructure Divisional Director presented at the Monday, December 2, 2013 Regular Council Meeting;

AND FURTHER THAT 4pm, Friday, March 28, 2014 be set as the deadline for receipt of elector responses in the form attached to the February 17, 2014, report of the City Clerk in relation to the City of Kelowna proceeding with the adoption of Bylaw No.

10900 being the Kelowna Police Services Building Loan Authorization Bylaw authorizing the borrowing of Forty-Two Million, Three Hundred and Eighty-Four Thousand Dollars for the construction of a new Police Services Building Project.

Carried

6. Bylaws for Adoption (Non-Development Related)

6.1. Bylaw No. 10910 - Road Closure Bylaw, Portion of Road adjacent to Sutton Glen Park

Deputy Mayor Basran invited anyone in the public gallery who deemed themselves affected by the proposed road closure to come forward. No one came forward.

Moved By Councillor Singh/Seconded By Councillor Hobson

R108/14/02/17 THAT Bylaw No. 10910 be adopted.

Carried

7. Mayor and Councillor Items

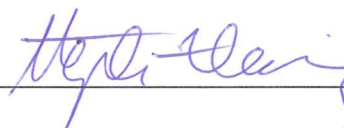
Deputy Mayor Basran:

- Gen-Next will be meeting this Friday at the Laurel Packinghouse to discuss a community initiative entitled 'Time Drive'. This group of young professionals are interested in providing aid to the community in the form of donated time as opposed to monetary funding. There were 1700 hours pledged last year, which equates to approximately \$50,000 in time pledged.

8. Termination

This meeting was declared terminated at 4:02 p.m.

Deputy Mayor Given



City Clerk

Deputy Mayor Basran

/jd/scf/slh



City of Kelowna Regular Council Meeting Minutes

Date: Monday, February 24, 2014
Location: Council Chamber
City Hall, 1435 Water Street

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

Council Members Absent: Mayor Walter Gray

Staff Present: Deputy City Manager, Paul Macklem; Deputy City Clerk, Karen Needham; City Clerk, Stephen Fleming*; Divisional Director, Community Planning & Real Estate, Doug Gilchrist*; Divisional Director, Corporate & Protective Services, Rob Mayne*; Manager, Subdivision, Agriculture & Environment Services, Todd Cashin*; Manager, Bylaw Services, Greg Wise*; and Council Recording Secretary, Sandi Horning

(*denotes partial attendance)

1. Call to Order

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

Deputy Mayor Given 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. Development Application Reports & Related Bylaws

2.1. Zoning Bylaw Text Amendment No. TA14-0002 - Proposed Text Amendment to Zoning Bylaw No. 8000 to permit Medical Marihuana Production Facilities in the I2, I3 and I4 Zones.

City Clerk:

- Introduced the proposed text amendment application.
- Provided background information with respect to the changes proposed by Health Canada.
- Responded to questions from Council.
- Advised that Health Canada will not provide staff with the location of the current growers.
- Confirmed that Health Canada did provide the current growers with a letter advising them of the new rules and regulations.
- Advised that the RCMP and Bylaw Enforcement staff are working on an enforcement plan.

Staff:

- Displayed a PowerPoint presentation and responded to questions from Council.
- Provided the rationale for not including the I1 zone in the proposed Text Amendment.

Divisional Director, Community Planning & Real Estate:

- Clarified the rationale for not including the I1 zone in the proposed Text Amendment.
- Responded to questions from Council.

Moved By Councillor Zimmermann/Seconded By Councillor Stack

R116/14/02/24 THAT Zoning Bylaw Text Amendment No. TA14-0002 to amend City of Kelowna Zoning Bylaw No. 8000 by adding a definition for Medical Marihuana Production Facilities (MMPF) and adding Medical Marihuana Production Facilities (MMPF) as a Principal Use in the I2 - General Industrial, I3 - Heavy Industrial and I4 - Central Industrial Zones, as outlined in Schedule "A" of the report from the Subdivision, Agriculture & Environment Department dated February 24, 2014, be considered by Council;

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

Carried

Deputy City Clerk:

- Advised that the application will be forwarded to the March 18, 2014 Public Hearing.

2.1.1. Bylaw No. 10917 (TA14-0002) - City of Kelowna Medical Marihuana Production Facilities - Industrial Zones

Moved By Councillor Blanleil/Seconded By Councillor Basran

R117/14/02/24 THAT Bylaw No. 10917 be read a first time.

Carried

2.2. Zoning Bylaw Text Amendment Application No. TA14-0003 - Proposed Zoning Bylaw Amendment to Prohibit Medical Marihuana Production Facilities in the Agriculture 1 (A1) Zone

Staff:

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

City Clerk:

- Responded to questions from Council.

Moved By Councillor Hobson/Seconded By Councillor Singh

R118/14/02/24 THAT Zoning Bylaw Text Amendment No. TA14-0003 to amend City of Kelowna Zoning Bylaw No. 8000, by amending the definition of Agriculture, as outlined in Schedule "A" of the report from the Subdivision, Agriculture & Environment Department dated February 24, 2014, be considered by Council;

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

Carried

Deputy City Clerk:

- Advised that the application will be forwarded to the March 18, 2014 Public Hearing.

2.2.1. Bylaw No. 10919 (TA14-0003) - City of Kelowna Medical Marihuana Production Facilities in Agriculture 1 Zones

Moved By Councillor Basran/Seconded By Councillor Blanche

R119/14/02/24 THAT Bylaw No. 10919 be read a first time.

Carried

3. Non-Development Reports & Related Bylaws

3.1. Medical Marihuana Producer Business Licence and Regulation Bylaw

Staff:

- Displayed a PowerPoint Presentation.

Councillor Singh left the meeting at 2:17 p.m.

Staff:

- Responded to questions from Council.

City Clerk:

- Responded to questions from Council regarding enforcement of the Bylaw.

Moved By Councillor Stack/Seconded By Councillor Zimmermann

R120/14/02/24 THAT Council receives, for information, the Report from the Bylaw Services Manager dated February 19 2014 with respect to the Medical Marihuana Producer Business Licence and Regulation Bylaw No. 10920;

AND THAT Bylaw No. 10920, being Medical Marihuana Producer Business Licence and Regulation Bylaw, be forwarded for reading consideration;

AND THAT Bylaw No. 10921 being amendment No.8 to Bylaw Notice Enforcement Bylaw No. 10475 be forwarded for reading consideration;

AND FURTHER THAT Council directs staff to give notice by way of advertising in a local newspaper and on the City web site, and to provide notice directly to identified MMPR

producers of their opportunity to make representations to Council regarding the proposed bylaw prior to adoption.

Carried

Deputy City Clerk:

- Advised that the opportunity for public input will be provided at the March 18, 2014 Public Hearing.

3.1.1. Bylaw No. 10920, Medical Marihuana Producer Business Licence and Regulation Bylaw

Moved By Councillor Hobson/Seconded By Councillor Basran

R121/14/02/24 THAT Bylaw No. 10920 be read a first, second and third time.

Carried

3.1.2. Bylaw No. 10921 - Amendment No. 8 to Bylaw Notice Enforcement Bylaw No. 10475

Moved By Councillor DeHart/Seconded By Councillor Zimmermann

R122/14/02/24 THAT Bylaw No. 10921 be read a first, second and third time.

Carried

4. Bylaws for Adoption (Development Related)

4.1. Bylaw No. 10389 (OCP08-0011) - 5007 Chute Lake Road, Kathleen Mooney

Moved By Councillor Zimmermann/Seconded By Councillor DeHart

R123/14/02/24 THAT Bylaw No. 10389 be adopted.

Carried

4.2. Bylaw No. 10390 (Z07-0079) - 5007 Chute Lake Road, Kathleen Mooney

Moved By Councillor Stack/Seconded By Councillor Zimmermann

R124/14/02/24 THAT Bylaw No. 10390 be amended at third reading by deleting the words "RU1hs - Large Lot Housing (Hillside Area) with Secondary Suite" and replacing the words "RU1h - Large Lot Housing (Hillside Area);

AND THAT Bylaw No. 10390 be adopted.

Carried

4.3. Bylaw No. 10779 (Z12-0063) - 836 Solly Court, Kamalpreet & Gurdev Gill

Moved By Councillor Zimmermann/Seconded By Councillor Stack

R125/14/02/24 THAT Bylaw No. 10779 be adopted.

Carried

5. Bylaws for Adoption (Non-Development Related)

5.1. Bylaw No. 10911 - Amendment No. 3 to Development Applications Procedures Bylaw No. 10540

Moved By Councillor Zimmermann/Seconded By Councillor DeHart

R126/14/02/24 THAT Bylaw No. 10911 be adopted.

Carried

6. Mayor and Councillor Items

Councillor Zimmermann:

- Acknowledged the great job by our Canadian Athletes at the 2014 Winter Olympics in Sochi, Russia.

7. Termination

This meeting was declared terminated at 2:27 p.m.

Deputy Mayor Given

/slh

Deputy City Clerk



**2014 PRESENTATION TO
KELOWNA CITY COUNCIL**

HIGHLIGHTS

2012/2013 Season

ORCHESTRA QUALITY GROWS

Beethoven Symphony No. 6

Schumann Symphony No. 3

Franck Symphony in D minor

EXCEPTIONAL GUEST ARTISTS

|



Soprano - Alexandra Babbel



**Actor – Christine Pilgrim as QE II
Last Night of the Proms
May, 2013**



Cellist – Arnold Choi
Elgar Concerto, November, 2012



Oboe – Roger Cole
Strauss Concerto - March 2013



Pianist – Minsoo Sohn
Rachmaninoff Concerto No 2
April, 2013

Youth & Outreach



Okanagan Symphony Youth Chorus

225 students representing
six high schools from
throughout the valley,
including: Kelowna
Secondary School &
Rutland Secondary School



Youth Symphony of the Okanagan

- Side by Side to celebrate the 25th Anniversary of the YSO.
- The YSO is now 80 students strong, rehearsing weekly in Kelowna and performing throughout the valley.



Colleen Venables, Violin, Guest Artist

Collaborations



Peter and the Wolf

Family matinee
With Bumbershoot
Children's Theatre
February, 2013



Education Concerts

Collaboration with Glenmore Elementary School and Rhonda Draper, winner of the Governor General's Award for Education
Centre for Arts and Technology

2013/2014 Goals & Initiatives



Artistic Excellence

- Jan Lisiecki
- 18 year old Canadian piano prodigy
- Two time Juno nominee, Gramophone award
- Performs 100 concerts a year around the world



SOLD OUT HOUSES

Romance in Vienna
January 2014

OKANAGAN SYMPHONY ORCHESTRA

OSO

*Rosemary Thomson, Music Director presents
March Special Concert*

Symphony & Syllables

with
Shane
Koyczan

Spoken word artist, writer and performer, Shane Koyczan joins forces with the OSO in an exploration of words and music that will tantalize and open our imaginations to a world of possibility.

Concert Sponsors:
Graham & Judy Burns

Kelowna
Friday, March 7 at 8:00pm

Penticton
Saturday, March 8 at 7:30pm

Vernon
Sunday, March 9 at 7:00pm

INNOVATION



DIVERSITY

Yamabiko Taiko Drummers
Asian Celebration May, 2014

- CARNIVAL OF THE ANIMALS
- Top Kiwanis winners as piano soloists
- 14 Elementary schools “animal adoptees” will choreograph and costume each animal
- Student artwork to be projected during concert
- Middle school poetry writing contest

INCLUSION

- OSO played for 17,238 audience members in our 2012/2013 season
- In Kelowna, subscription sales were up by 4%
- Single ticket sales grew by 9%

AUDIENCE

- 2012/2013 school ticket sales increased by 70%
- 2013/2014 school ticket sales increased by 117%
- April 2014 three extra performances have been added in Kelowna which are SOLD OUT
- 4000 students will attend in Kelowna with another 2000 in Vernon and Penticton

EDUCATION CONCERTS

ADMINISTRATION

- Two full time staff
- Three part time contractors
- Administrative Payroll
\$154,795

ARTISTIC

- Music Director
(contract)
- 18 core musicians
- 30 extra musicians per performance
- Artistic Payroll
\$523,897

ORGANIZATIONAL STRUCTURE

- Total operating budget \$1,089,091
- In 2012/2013 the OSO brought in approximately \$237,000 in grants from provincial and federal sources to our community
- The vast majority of our budget is spent in our community

FUNDING

- City of Kelowna Operating and Project Grants cover 5.5% of the OSO annual budget
- The OSO will pay approximately \$40,000 cash to the city of Kelowna through Concert Venue rental, Tech Crew Charges, CRF and Office rental this year.
- OSO receives support from the City of Penticton and the Regional District of the North Okanagan.

MUNICIPAL FUNDING

- 200 volunteers offer their time, talent, and expertise
- Volunteers serve on the OSO Board of Directors, assist at concerts, take on administrative functions and work at fundraising events

VOLUNTEERS

Making
Kelowna a
better place
to
live, work
and play.

OSO

see it ... hear it ... love it ...

REPORT TO COUNCIL



Date: March 3, 2014
RIM No. 1250-30
To: City Manager
From: Urban Planning, Community Planning & Real Estate (JM)
Application: Z13-0042 **Owners:** Ian & Marguerite Sisett
Address: 3112 Watt Road **Applicant:** Ian Sisett
Subject: Rezoning Application
Existing OCP Designation: S2RES - Single / Two Unit Residential
PARK - Major Park and Open Space
Existing Zone: RU1 - Large Lot Housing
Proposed Zone: RU1c - Large Lot Housing with Carriage House

1.0 Recommendation

THAT Rezoning Application No. Z13-0042 to amend the City of Kelowna Zoning Bylaw No. 8000 by changing the zoning classification of Lot 9, District Lot 14, ODYD, plan 6069, located on 3112 Watt Road, Kelowna, BC from the RU1 - Large Lot Housing zone to the RU1c - Large Lot Housing with Carriage House zone be, considered by Council;

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

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

2.0 Purpose

To consider a proposal to rezone the subject property in order to permit the conversion of an existing accessory building into a carriage house.

3.0 Urban Planning Department

Urban Planning staff are supportive of the proposed land use change to permit a carriage house on the subject property. Sensitive infill and densification in established urban neighbourhoods is supported by policy direction in the Official Community Plan, and the lot can accommodate the private open space and parking demands of the carriage house.

However, the proposal also triggers a variance to the maximum height of a carriage house. Staff do have some concerns over the proposed variance. The overall height of the building and the number of second storey windows may increase the potential for privacy impacts on adjoining properties, and the magnitude of the variance (37.7%) is substantial. Should Council support the

land use, the merits of the Development Variance Permit request will be considered by Council alongside final adoption of zoning.

4.0 Proposal

4.1 Background

In 2012, the applicant requested and received three variances in order to permit a second storey to be constructed over a previously existing single storey structure (DVP12-0032), whose siting was illegal. At that time, staff recommended against the proposal, and there were several concerns raised by neighbouring residents. The proponent previously made application to develop a carriage house in 2009, but subsequently withdrew the application.

In accordance with Council Policy No. 367, the applicant has conducted Neighbour Consultation to provide an early opportunity for dialogue about a project between the proponent and surrounding residents. Of the 16 properties consulted, 9 were in support of the proposal, 1 was opposed, and 7 did not provide a response. Two properties within the required 50m radius were not consulted, as the applicant felt that their interests would be unaffected by the proposal. Staff also received a letter from the one land owner in opposition noting as justification that the carriage house may present privacy challenges, that it sets a precedent for over-height carriage houses, that it may trigger the proliferation of carriage houses on Watt Road, and that such development can contribute to noise problems.

4.2 Project Description

The applicant is proposing to convert the upper level of an existing accessory building into a carriage house. The main level of the accessory building is currently occupied by a two car garage exiting directly onto Watt Road, and a games room of approximately 32m² in area. The upper level is approximately 45.3 m² in area and is currently used as a storage area. Once converted, the upper level would contain a one bedroom dwelling accessed from the top of a common staircase into the accessory building.

Landscaped private open space is accessible to the carriage house on the north and east sides of the building. Ample parking is provided for the use in the existing driveway.

No changes to the exterior of the building are proposed as part of this application. Nevertheless, a Development Permit is required to evaluate the form and character of the proposal and will be executed at a staff level. Despite previous variances required to legalize the siting and size of the accessory building, an additional variance is required to permit a carriage house in excess of 4.5 m in height.

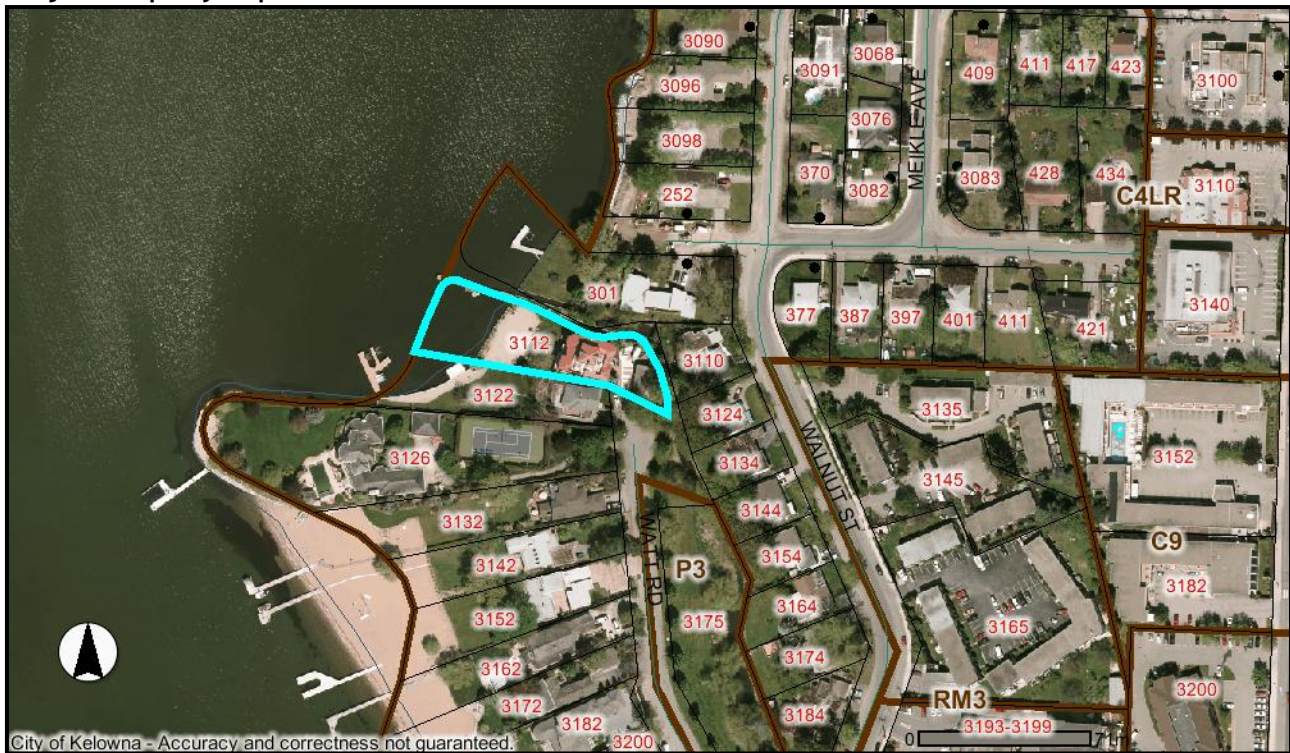
4.3 Site Context

The subject property is approximately 0.25ha in area and is situated at the northern terminus of Watt Road. The parcel fronts Okanagan Lake at the south side of the mouth of Fascieux Creek, and presently contains a principal dwelling and an accessory building. Development surrounding the parcel consists principally of low density single family residential.

Specifically, adjacent land uses are as follows:

Orientation	Zoning	Land Use
North	RU1 - Large Lot Housing	Fascieux Creek, Low Density Residential
East	RU1 - Large Lot Housing	Fascieux Creek, Low Density Residential
South	RU1 - Large Lot Housing	Low Density Residential
West	Okanagan Lake	Okanagan Lake

Subject Property Map: 3112 Watt Road



4.4 Zoning Analysis Table

Zoning Analysis Table		
CRITERIA	RU1 ZONE REQUIREMENTS	PROPOSAL
Existing Lot/Subdivision Regulations		
Lot Area	550 m ²	2,547 m ²
Lot Width	16.5 m	Approx. 20.0 m
Lot Depth	30.0 m	Approx. 98.0 m
Development Regulations (Principal Dwelling)		
Height	Lesser of 9.5m or 2 ½ storeys	2 ½ storeys
Floor Area	-	Approx. 530 m ²
Development Regulations (Carriage House)		
Height	4.5 m	6.2 m ^①
Front Yard (east)	18.0 m	3.4 m*
Side Yard (south)	1.0 m	1.08 m
Side Yard (north)	1.0 m	exceeds
Rear Yard (west)	1.5 m	exceeds
Site Coverage (bldgs)	40%	16%
Site Coverage (bldgs & parking)	50%	21%
Other Regulations		
Minimum Parking Requirements	3	exceeds
Lot Coverage	Lesser of 14% or 90 m ²	102 m ² *
Private Open Space	30 m ²	exceeds
Building Separation	4.5 m	exceeds
^① Variance to the maximum height of a carriage house from 4.5 m permitted to 6.2 m proposed. * Varied as per Development Variance Permit No. DVP12-0032.		

5.0 Current Development Policies

5.1 Kelowna Official Community Plan (OCP)

Policy 5.2.3 Complete Suburbs.¹ 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.

Policy 5.22.6 Sensitive Infill² 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.

Policy 5.22.7 Healthy Communities³ Through current zoning regulations and development processes, foster healthy, inclusive communities and a diverse mix of housing forms, consistent with the appearance of the surrounding neighbourhood.

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 2012 edition of the British Columbia Building Code (BCBC 12).
- 3) Range hood above the stove and the washroom to vent separately to the exterior of the building. The size of the penetration for this duct thru a fire separation is restricted by BCBC 06, so provide size of ducts and fire separation details at time of Building Permit Applications.
- 4) A fire rated exit stairwell is required from the suite to the exterior c/w fire rated doors that open into the stairwell and a fire rating on the bottom of the stairs. Please provide these details on the building permit drawing sets.
- 5) Full Plan check for Building Code related issues will be done at time of Building Permit applications.

6.2 Development Engineering Department

See attached Memorandum, dated December 17, 2013.

6.3 RCMP

The RCMP have no comments regarding this application.

¹ Official Community Plan Objective 5.2 Community Sustainability

² Official Community Plan Objective 5.22 Residential Land Use Policies.

⁴ Official Community Plan Objective 5.22 Residential Land Use Policies.

6.4 Fire Department

Requirements of section 9.10.19 Smoke Alarms of the BCBC 2012 are to be met. Additional visible address is required from Watt Rd.

6.5 Interior Health Authority

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

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

6.6 Interior Health Authority

Interests are unaffected.

6.7 Shaw Cable

Shaw Cable approves proposed rezoning application at 3112 Watt Road.

Owner/developer to supply and install an underground conduit system per Shaw Cable drawings and specifications.

6.8 Telus

TELUS has no comment regarding this application.

7.0 Application

Date of Application Received: November 15, 2013

Neighbour Consultation: January 25, 2014

Additional Information Received: February 18, 2014

Report prepared by:

James Moore, Planner II

Reviewed by:

☐

Ryan Smith, Urban Planning Manager

Approved for Inclusion

☐

D. Gilchrist, Div. Director, Community Planning & Real Estate

Attachments:

Subject Property Map (1 page)

Site Plan/Landscape Plan (1 page)

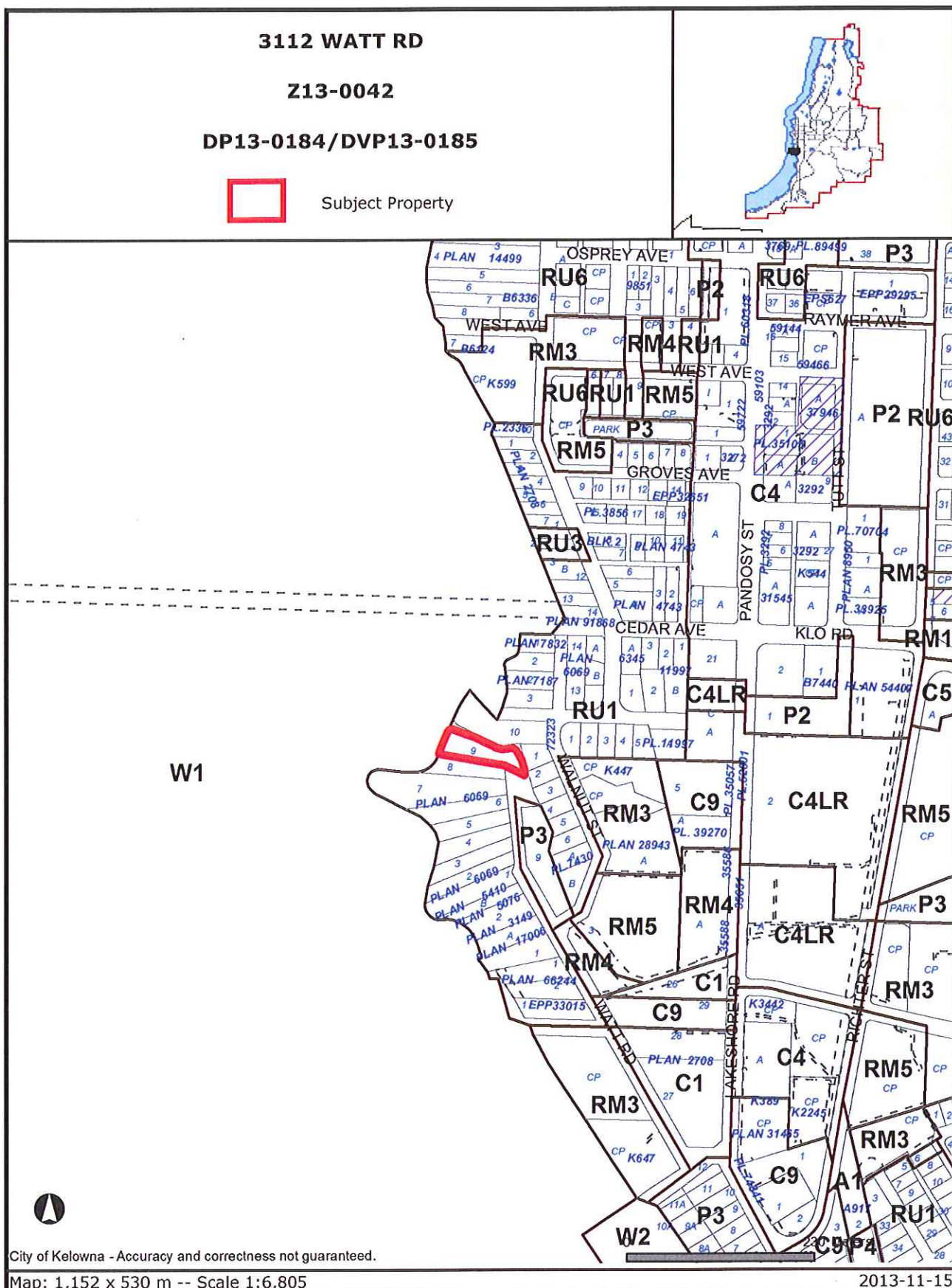
Elevations (1 page)

Floor Plans (2 pages)

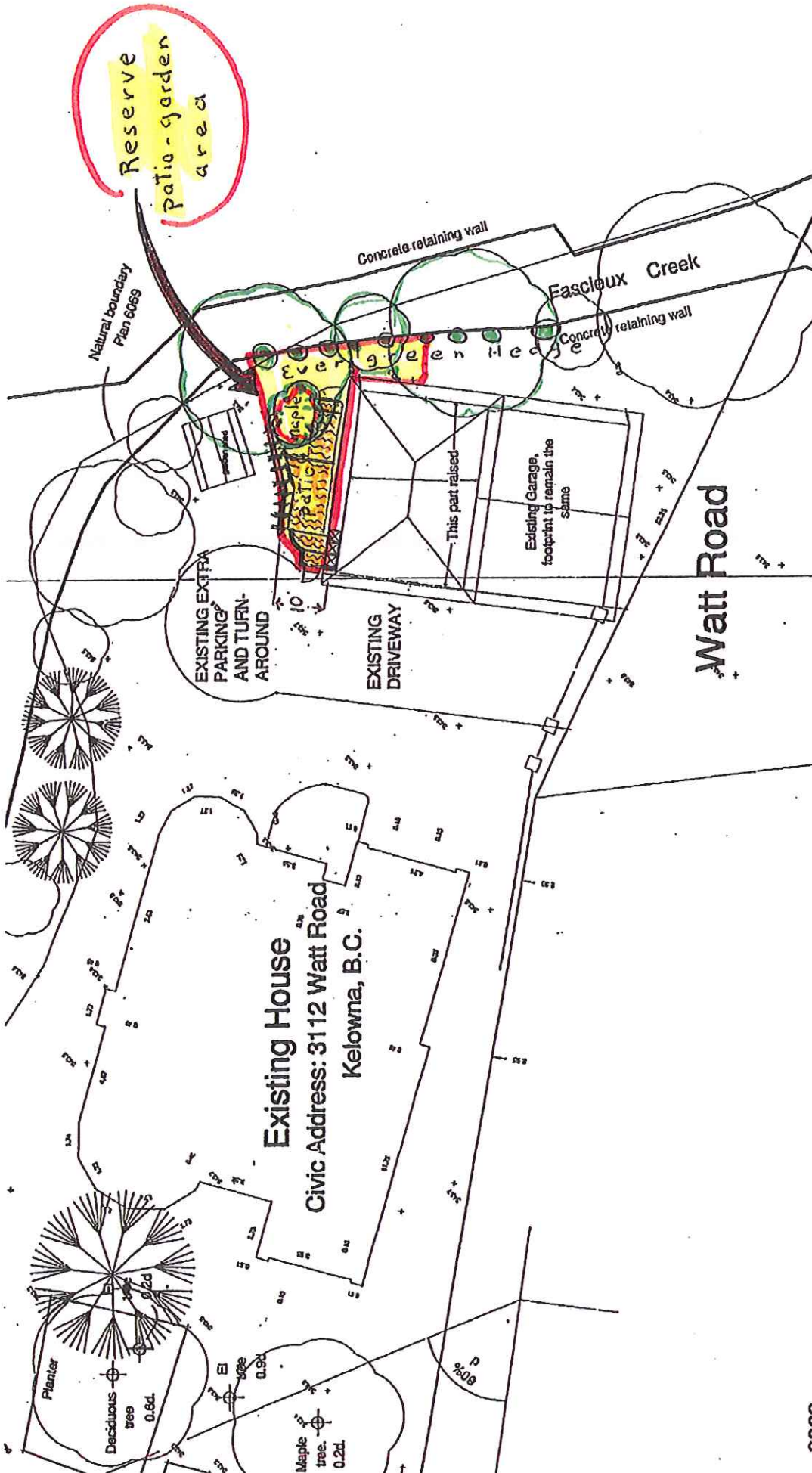
Applicant's Site Photos (7 pages)

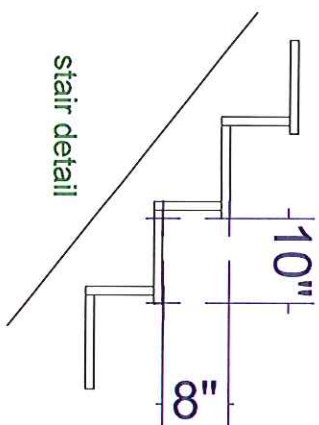
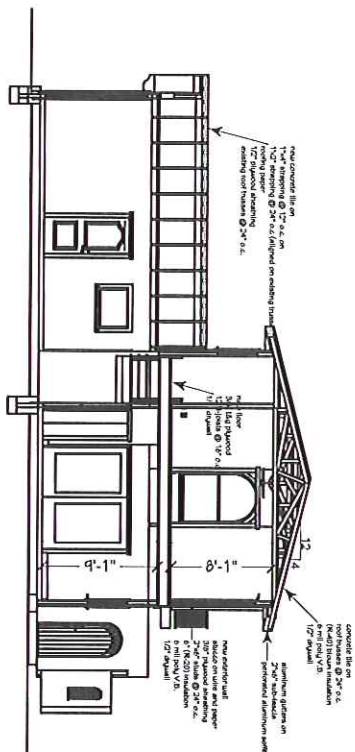
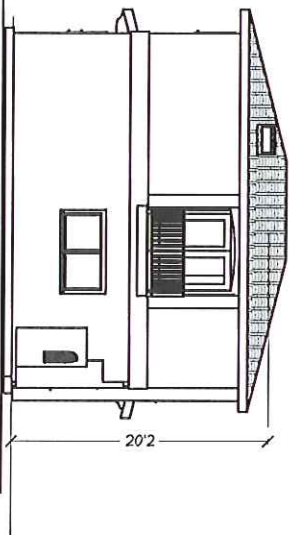
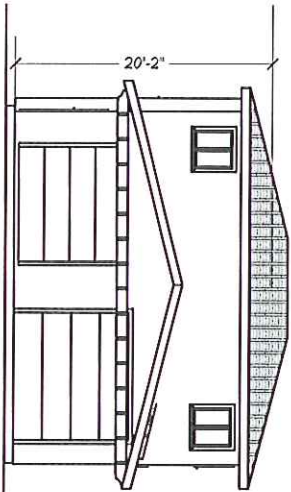
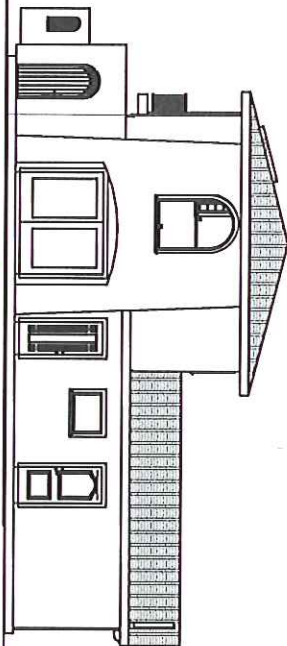
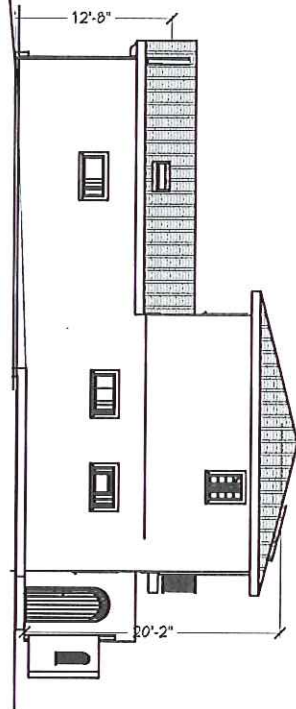
Applicant's Evidence of Consultation (14 pages)

Development Engineering Memorandum, dated December 17, 2013 (1 page)



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.





Unit# 103-200
Dougal Road North, Kelowna, BC V1X 3K5
Tel: (250) 765-6898 Fax: (250) 765-6078

1/8"=1'-0"

DATE
December 2010
SHEET NO
1

PROJECT TITLE
SHEET TITLE
ELEVATIONS AND SECTIONS



Unit# 103-200
Dougal Road North, Kelowna, BC V1X 3K5
Tel: (250) 765-6898 Fax: (250) 765-6078

SCALE:

1/4" = 1'-0"

DRAWN BY
Marian Manning

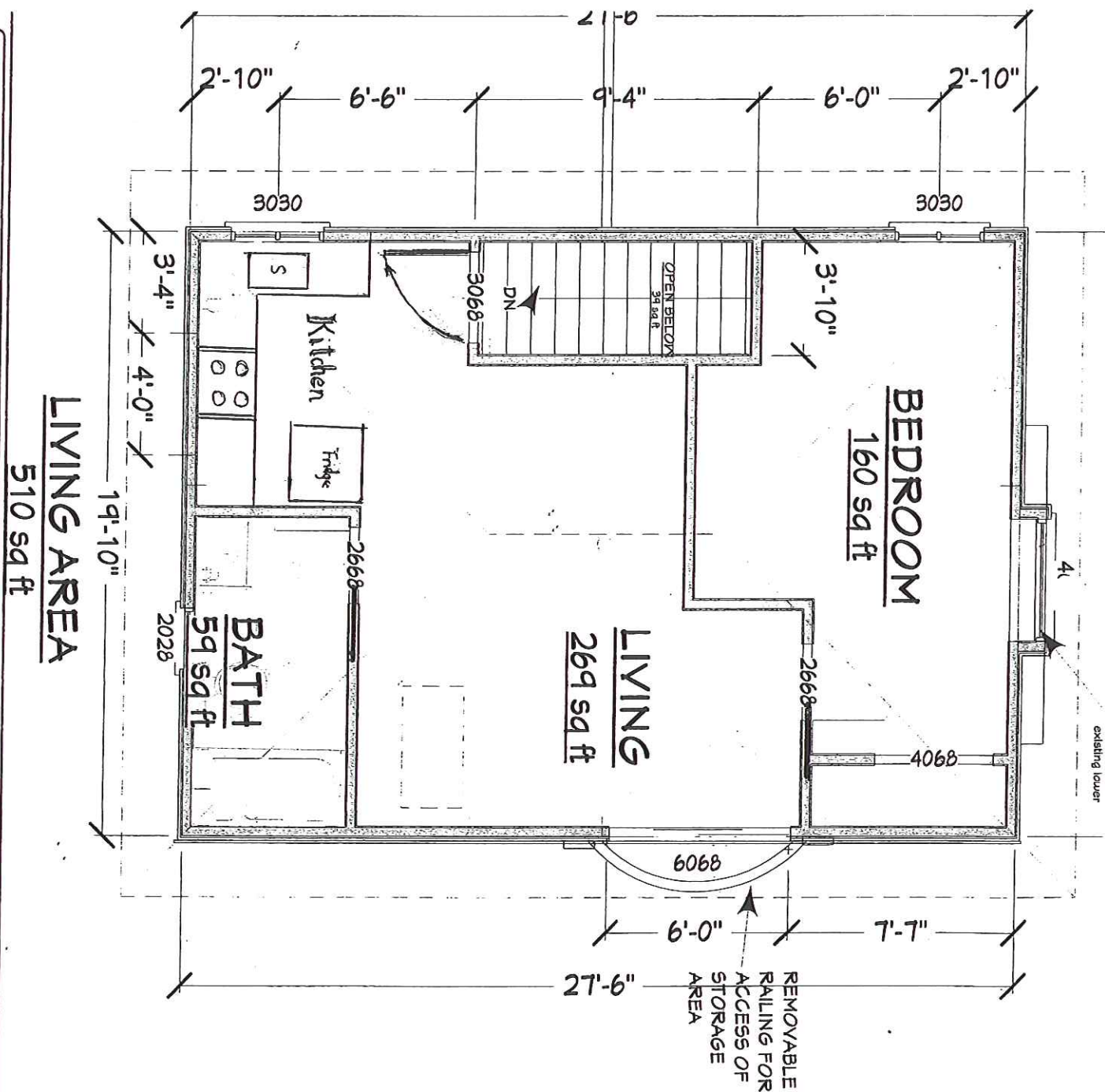
DATE
December 2010

SHEET NO
3

PROJECT TITLE

SHEET TITLE

TOP FLOOR PLAN





Carriage House Application

3112 Watt Road

City of Kelowna



ORIGINAL 1987



STUCCO 2010



RAISED ROOF CONST.



PATIO GARDEN CONST.



GARAGE

View - Watt Rd.



HOUSE

View - Driveway



DRIVEWAY - GARAGE

View - Watt Rd



DRIVEWAY - GARAGE

North looking South



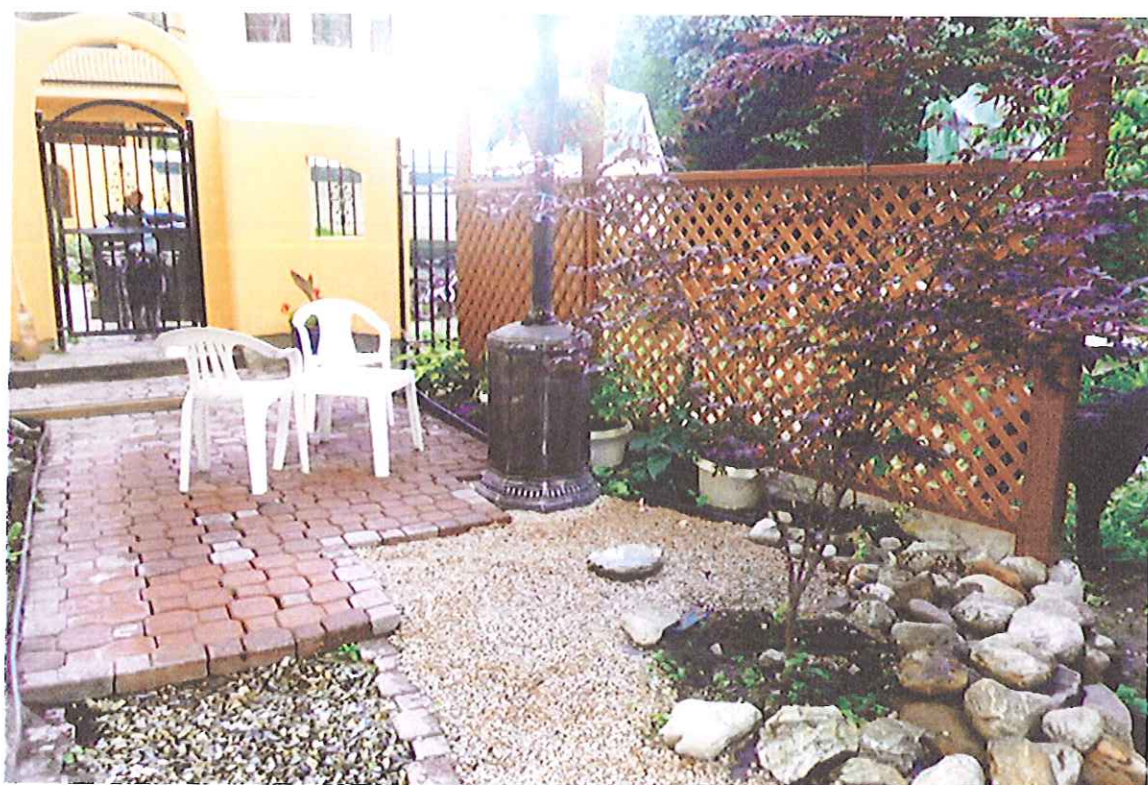
NORTH WALL - Patio fence



PATIO AREA



GARAGE - Creekside east wall.



Reserve Patio Garden portion

Contact list			Response		
Neighbours on Watt Road		Mail Contact date	Support	Opposed	no response
Paul Lee	3122 Watt Road	Jan 25/14			<u>?</u>
	#15 Blue Ridge Place				
	N.W. Calgary, Alberta				
Barry & Carol Johnson	3124 Watt Road		<u>X</u>		
Michael & Michele Neill	3132 Watt Road		<u>X</u>		
Mike & Linda Currie-West	3142 Watt Road				<u>?</u>
Rob & Lori McFarlane	3152 Watt Road		<u>X</u>		
Dr. & Mrs. Manley	3162 Watt Road			<u>X</u>	<u>X</u>
Peter & Jan Woolsey	3172 Watt Road		<u>X</u>		
Dr. Adrian Bak/Sandy Baker	3182 Watt Road				<u>?</u>
Terry Gold	3200 Watt Road		<u>X</u>		
Julie Braaten	3206 Watt Road		<u>X</u>		
Paula Scutt	3214 Watt Road		<u>X</u>		
Tom Treadgold	3274 Watt Road				<u>?</u>
Albert Weisstock	3255 Watt Road		<u>X</u>		
Ian & Caroline Pooley	3110 Walnut	Jan 23/14	<u>X</u>		
Warwick Shaw & Jane Hatch	3124 Walnut	Jan 25/14			<u>?</u>
James Walasko	301 Miekle Avenue	Jan 25/14			<u>?</u>
	329 Douglas Dale Point S.E.				
	Calgary, Alberta T2Z 3A3				

Re: Carriage House Proposal - Watt Road

From: **BILL SCUTT** (billscutt@shaw.ca)

Sent: January-29-14 11:39:12 AM

To: msisett@hotmail.com

My mother Paula Scutt and I fully support your application for a carriage house at 3112 Watt Rd. We are away in California right now, but are happy to sign your application when we return, if so required.

From: Marguerite Sisett

Sent: Saturday, January 25, 2014 4:09 PM

To: billscutt@shaw.ca

Reply To: Marguerite Sisett

Subject: Carriage House Proposal - Watt Road

As per our conversation

Cheers Ian

January 17, 2014

Julie Braaten

3206 Watt Road

Kelowna, B.C.

Re: Carriage House Proposal 3112 Watt Road, Kelowna.

As owners of 3112 Watt Road, we are seeking rezoning with the City of Kelowna to allow existing garage attached space of Approximately 480 sq. feet for carriage house usage.

We generally seek extension of our rights of use and enjoyment of the premises. Also, recent property damage events have alerted us to the need for fuller security measures. We would very much appreciate your support in this application. A copy of this letter is enclosed together with a stamped return addressed envelope. We invite your early response.

If you have any questions, we welcome your call at 250 762-3211

Yours truly

Ian and Marguerite Sisett

Reply to Mr. & Mrs. Sisett – comments below

*I, Julie Braaten confirm that I support
this application.*

Signed

Julie Braaten

Print name(s):

Julie Braaten

January ²⁶ 17, 2014

Dr. & Mrs. Manley

3162 Watt Road

Kelowna, B.C.

Re: Carriage House Proposal 3112 Watt Road, Kelowna.

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Yours truly

Ian and Marguerite Sisett

Reply to Mr. & Mrs. Sisett – comments below

Feb 2, 2014

Dear Marguerite and Ian:

After looking into the matter and after much discussion, Manley and I have decided we are not in favor of a carriage house. We are in full support, however, if you choose to have someone house-sit while you are away for security purposes. It was very nice talking with you last week Ian. Kind Regards,

Signed Joanne Manley. Print name(s): Joanne + Manley March

January 17, 2014

Carol and Barry Johnson

3124 Watt Road

Kelowna, B.C.

Re: Carriage House Proposal 3112 Watt Road, Kelowna.

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Yours truly

Ian and Marguerite Sisett

Reply to Mr. & Mrs. Sisett - comments below

Subject to providing adequate OFF STREET parking
Signed  Print name(s): CAROL JOHNSON

January 17, 2014

Michelle & Michael Neill

3132 Watt Road

Kelowna, B.C.

Re: Carriage House Proposal 3112 Watt Road, Kelowna.

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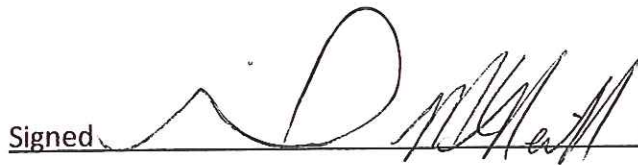
Ian and Marguerite Sisett



Reply to Mr. & Mrs. Sisett – comments below

SUPPORT

Signed



Print name(s):

MICHAEL & MICHELE NEILL

January 17, 2014

Lori & Rob McFarlane

3152 Watt Road

Kelowna, B.C.

Re: Carriage House Proposal 3112 Watt Road, Kelowna.

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Yours truly

Ian and Marguerite Sisett

Reply to Mr. & Mrs. Sisett – comments below

Signed



Print name(s): Rob + Lori McFarlane

January 17, 2014

Jan & Peter Woolsey

3172 Watt Road

Kelowna, B.C.

Re: Carriage House Proposal 3112 Watt Road, Kelowna.

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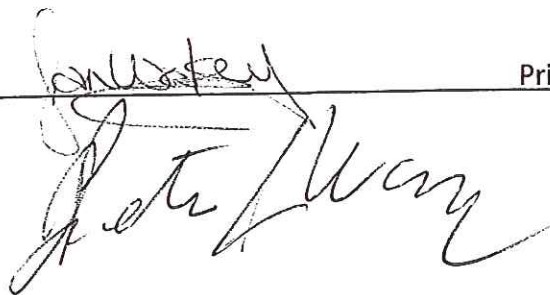
Ian and Marguerite Sisett

Reply to Mr. & Mrs. Sisett – comments below

S U P P L E M E N T

Signed

Print name(s): Ian & Peter Woolsey

A handwritten signature in dark ink, appearing to read 'Ian Woolsey', written over a horizontal line.A handwritten signature in dark ink, appearing to read 'Peter Woolsey', written below the horizontal line.

January 17, 2014

Terry Gold
3200 Watt Road
Kelowna, B.C.

Re: Carriage House Proposal 3112 Watt Road, Kelowna.

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Yours truly

Ian and Marguerite Sisett



Reply to Mr. & Mrs. Sisett – comments below

SUPPORT

Signed



Print name(s):

TERRY GOLD

JAN 25, 2014

Re: Carriage House Proposal - Watt Road

From: **BILL SCUTT** (billscutt@shaw.ca)

Sent: January-29-14 11:39:12 AM

To: msisett@hotmail.com

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From: Marguerite Sisett

Sent: Saturday, January 25, 2014 4:09 PM

To: billscutt@shaw.ca

Reply To: Marguerite Sisett

Subject: Carriage House Proposal - Watt Road

As per our conversation

Cheers Ian

January 17, 2014

Albert Weisstock

3255 Watt Road

Kelowna, B.C.

Re: Carriage House Proposal 3112 Watt Road, Kelowna.

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Yours truly

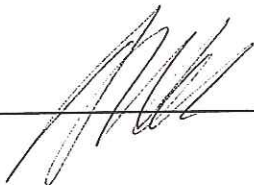
Ian and Marguerite Sisett



Reply to Mr. & Mrs. Sisett – comments below

*I have no objections to this application
for change of use*

Signed



Print name(s):

ALBERT WEISSTOCK
% WITMAR HOLDINGS LTD.



Mr James Malasko
329 Douglas Lake Point S.E.
Calgary, Alberta
T2Z 3A3

Sent Jan 25/19

January 17, 2014

Mr. James Walasko

329 Douglas Sale Point S.E.

Calgary, Alberta

T2Z 3A3

Re: Carriage House Proposal 3112 Watt Road, Kelowna.

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Yours truly

Ian and Marguerite Sisett

Reply to Mr. & Mrs. Sisett – comments below

Signed _____

Print name(s): _____

January 17, 2014

Caroline & Ian Pooley

3110 Walnut Road,

Kelowna, B.C.

Re: Carriage House Proposal 3112 Watt Road, Kelowna.

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Yours truly

Ian and Marguerite Sisett

Reply to Mr. & Mrs. Sisett – comments below

SUPPORT

Signed

Ian Pooley

Print name(s):

IAN POOLEY

January 17, 2014

The Occupant

3124 Walnut Road

Kelowna, B.C.

Re: Carriage House Proposal 3112 Watt Road, Kelowna.

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Yours truly

Ian and Marguerite Sisett



Reply to Mr. & Mrs. Sisett – comments below

Signed _____

Print name(s): _____

CITY OF KELOWNA
MEMORANDUM

Date: December 17, 2013
File No.: Z13-0042
To: Urban Planning (JM)
From: Development Engineering Manager (SM)
Subject: 3112 Watt Rd RU1 to RU1c

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

1. Domestic Water and Fire Protection

This property is currently serviced with a 19mm-diameter copper water service. The service will be adequate for this application.

2. Sanitary Sewer


Our records indicate that this property is currently serviced with a 100mm-diameter sanitary sewer service which is adequate for this application.

3. Development Permit and Site Related Issues

Direct the roof drains into on-site rock pits.

4. Electric Power and Telecommunication Services

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



Steve Muenz, P. Eng.
Development Engineering Manager

SS

CITY OF KELOWNA
BYLAW NO. 10918
Z13-0042 - Ian and Marguerite Sisett
3112 Watt Road

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

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

1. THAT City of Kelowna Zoning Bylaw No. 8000 be amended by changing the zoning classification of Lot 9, District Lot 14, ODYD, plan 6069, located on 3112 Watt Road, 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

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: 2/24/2014

RIM No. 1210-21

To: City Manager

From: Subdivision, Agriculture & Environment Services (DB)

Application: A13-0005 **Owner:** Fegueira Holdings Ltd., Inc.
No. 563784

Address: 4062 & 4075 McClain Road **Applicant:** DE Pilling & Associates Ltd

Subject: Technical Subdivision in the Agricultural Land Reserve

Existing OCP Designation: Resource Protection Area

Existing Zone: A1 - Agriculture 1

1.0 Recommendation

THAT Agricultural Land Reserve appeal A13-0005 for Lot 87, Section 2, Township 26, Osoyoos Division Yale District Plan 1247 Except Plan 29802, located at 4062 McClain Rd, Kelowna, B.C. and Parcel Z (DF K39600) Section 2 Township 26 Osoyoos Division Yale District Plan 1247 except Plan 28626 located at 4075 McClain Road, Kelowna, B. C. for subdivision within the Agricultural Land Reserve, pursuant to Section 21(2) of the Agricultural Land Commission Act, be supported by Municipal Council;

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

2.0 Purpose

The applicant is requesting permission from the Agricultural Land Commission (ALC) for a "*Subdivision of agricultural land reserve*" under Section 21(2) of the Agricultural Land Commission Act.

3.0 Background

Waste Water Treatment Plant - In 1995, a waste water treatment plant (septic system) was constructed on the site at 4062 McClain Rd (ALR land) to service the mobile home park at 4075 McClain Rd (non-ALR land). The system was constructed with the permission of the Ministry of Environment however the infrastructure connecting the mobile home park with the treatment plant was constructed within the road Right of Way without the City's approval. The applicant has provided correspondence from the Ministry of Environment and the Agricultural Land Commission supporting the septic system on 4062 McClain (attached).

McClain Road - The McClain Road right of way that divides the two subject properties was created as part of the original subdivision of the area in 1912; however the undeveloped roadway cannot be constructed in this alignment given the existing topographic conditions (too steep). As an alternative the City has determined that, in order to address the current transportation needs for the area, the identified potential road reserve areas, as shown on attached Map "A", would be acceptable.

It is the City's understanding that the current owner of the mobile home park will be seeking approval in the future to increase the number of mobile home lots (on 4075 McClain Road only) but must first ensure all approvals are in place for the septic system.

The following requirements have been identified by the City of Kelowna (as shown on Map "A" attached to this report):

- Purchase the existing dedicated (unconstructed) road area from the City of Kelowna for consolidation with 4075 McClain Road and inclusion in the ALR;
- Subdivide 4062 McClain Road to create minimum 2 ha lot in the ALR on the northern portion of the site; and
- Consolidate the remaining southern portion of 4062 McClain Rd (location of the treatment system and reserve septic field) with 4075 McClain Rd (mobile home site). This southern portion of 4062 McClain Road will remain zoned A-1 as it will remain in the ALR.

4.0 Proposal

4.1 Project Description

The applicant is seeking permission to subdivide a 1.77 ha section from 4062 McClain Road and consolidate that section with 4075 McClain Road, resulting in no increase in the number of lots.

4062 McClain Road is located in the Agricultural Land Reserve while 4075 McClain Road (the mobile home park) is not. The mobile home park has been using a section of 4062 McClain Road for its septic system (the area that is proposed to be subdivided off and consolidated to the mobile home park) since 1995. The existing septic system infrastructure crosses the McClain Road right of way leading to the septic field on 4062 McClain Road.

This proposal would trigger the closure of a section of McClain Rd and the requirement for road reserves in order to meet the transportation plan for the area. The proposed road closure area, which should be included in the Agricultural Land Reserve, is greater than the required road reserves by approximately 300 m². The total proposed road closure area is approximately 3,172 m² (as shown on attached Map "A") and the total proposed road reserve areas are 2,874 m².

4.2 Site Context

The subject properties are located on the south side of McCulloch Rd east of Mahonia Dr and within the Southeast Kelowna sector of the City. The two subject properties are separated by McClain Rd which was once envisioned to connect June Spring Rd to McCulloch Rd. The City of Kelowna transportation department has since determined that this connection in its current location will no longer be required.

Parcels Summary:

4062 McClain Rd

Parcel Size: 3.9 ha (9.6 ac) Elevation: ~518 - 536 masl

This property is located among agricultural parcels in the ALR and the north side of the property is currently utilized as a tree farm. The southern section is encumbered by the septic system servicing the trailer park on the adjacent lot. This property contains two single family dwellings, a utility building, and a variety of vehicles and equipment stored on site.

According to the Canada Land Inventory (CLI), most of the land is Class 5 improved to Class 3 with soil moisture deficiency and stoniness (see attached "Land Capability Map").

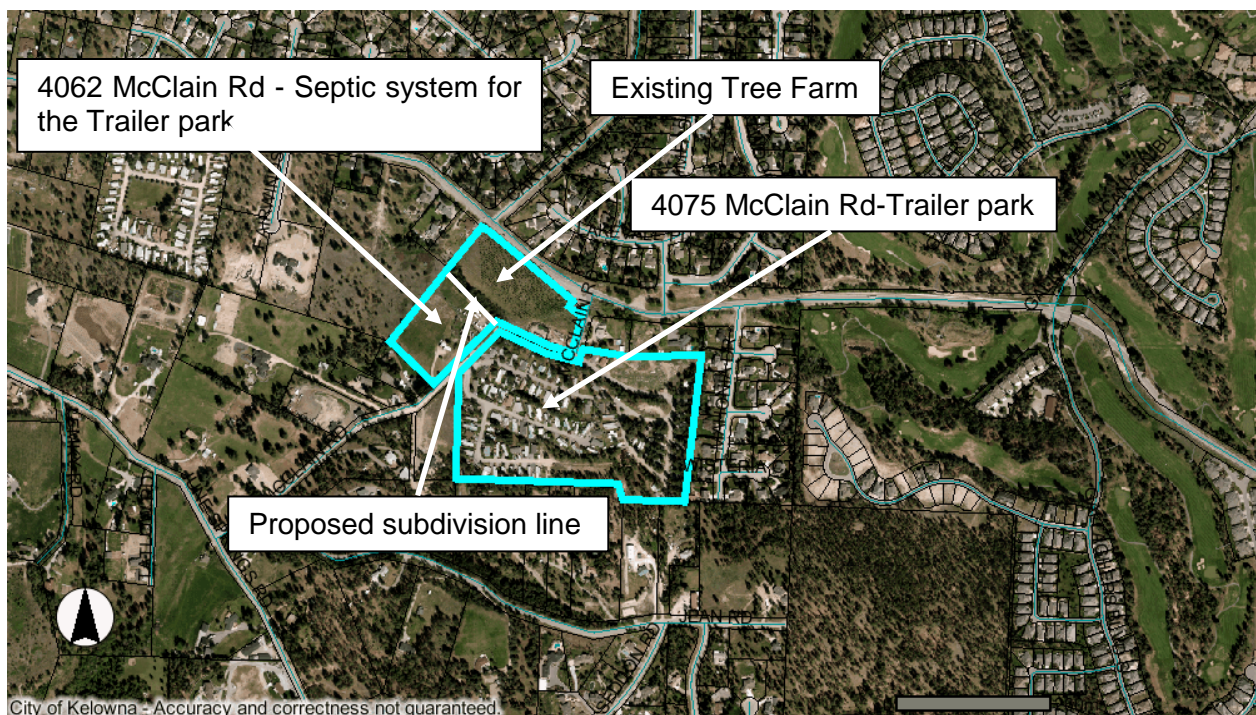
4075 McClain Rd

Parcel Size: 8.9 ha (22 ac) Elevation: ~525 - 556 masl

This property is located between agricultural land and rural residential developments and is not located within the ALR. The property is currently zoned RM7 and a mobile home park has been on this property since the early 70's.

The Canada Land Inventory (CLI) rates this land as mostly Class 5 improved to Class 3 and 2 in the northern 2/3 of the property and 80% Class 5 and 20% Class 4 improved to Class 3 in the southern 1/3 of the property.

Subject Property Map: 4062/4075 McClain Road



Zoning and land uses adjacent to the property are as follows:

Direction	Zoning	ALR	Land Use
North	RR3 - Rural Residential 3	No	Rural/agricultural
South	RR1 - Rural Residential 1	No	Rural/agricultural
East	A1 - Agriculture 1	Yes	Rural/agricultural
West	RR3 - Rural Residential 3	No	Rural/agricultural

5.0 Policy and Regulation

5.1 Kelowna 2030 Official Community Plan (OCP)

Objective 5.33 Protect and enhance local agriculture¹.

Policy .1 Protect Agricultural Land. Retain the agricultural land base by supporting the ALR and by protecting agricultural lands from development, except as otherwise noted in the City of Kelowna Agricultural Plan. Ensure that the primary use of agricultural land is agriculture, regardless of parcel size.

Policy .8 Subdivision. Maximize potential for the use of farmland by not allowing the subdivision of agricultural land into smaller parcels (with the exception of Homesite Severances approved by the ALC) except where significant positive benefits to agriculture can be demonstrated.

Policy .9 Housing in Agricultural Areas. Discourage residential development (both expansions and new developments) in areas isolated within agricultural environments (both ALR and non-ALR).

Development Permit Guidelines²

1.2 On agricultural lands, where appropriate, locate all buildings and structures, including farm help housing and farm retail sales, within a contiguous area (i.e. homeplate). Exceptions may be permitted where the buildings or structures are for farm use only;

5.2 City of Kelowna Agriculture Plan

ALR Application Criteria³

Exclusion, subdivision, or non-farm use of ALR lands will generally not be supported. General non-support for ALR applications is in the interest of protecting farmland through retention of larger parcels, protection of the land base from impacts of urban encroachment, reducing land speculation and the cost of entering the farm business, and encouraging increased farm capitalization.

Urban - Rural/Agricultural Boundary Policies⁴

Parcel Size (Agricultural Land) - Discourage the subdivision of agricultural land into smaller parcels, except where positive benefits to agriculture can be demonstrated.

6.0

¹ City of Kelowna Official Community Plan - Chapter 5 - Development Process; pp. 5.33 & 5.34.

² City of Kelowna Official Community Plan - Chapter 15 - Farm Protection DP Guidelines; p. 15.3.

³ City of Kelowna Agriculture Plan (1998); p. 130.

⁴ City of Kelowna Agriculture Plan (1998); p. 131.

6.1 Technical Comments

6.2 Development Engineering Department

Development Engineering has no comments at this point in time with regard to this application, however, a comprehensive report will be provided at the time of development or subdivision application is submitted if and when the Agricultural Land Commission agrees to this proposal.

6.3 Irrigation District

South East Kelowna Irrigation District will require two statutory right of ways (report attached).

7.0 Application Chronology

Date of Application Received: February 22, 2013

Further information requested: April 17, 2013

Requested information received: December 6, 2013

Agricultural Advisory Committee: December 12, 2013

The above noted application was reviewed by the Agricultural Advisory Committee at the meeting on December 12, 2013 and the following recommendation was passed:

MOVED BY Bob Hrasko/SECONDED BY Ed Schiller

THAT the Agricultural Advisory Committee recommends that Council supports Agricultural Land Reserve Appeal Application No. A13-0005 for the property located at 4062 and 4075 McClain Road, Kelowna, BC for an application to the Agricultural Land Commission for "*Subdivision of agricultural land reserve*" under Section 21(2) of the *Agricultural Land Commission Act*.

Report prepared by:

Damien Burggraeve, Land Use Planner

Report approved by:

Todd Cashin, Subdivision, Agriculture & Environment Services Manager

Attachments:

Subject property/zoning map & ALR map - 4062 - 4075 McClain Rd (2 pages)

Proposed Subdivision Plan - 4062 - 4075 McClain Rd (1 page)

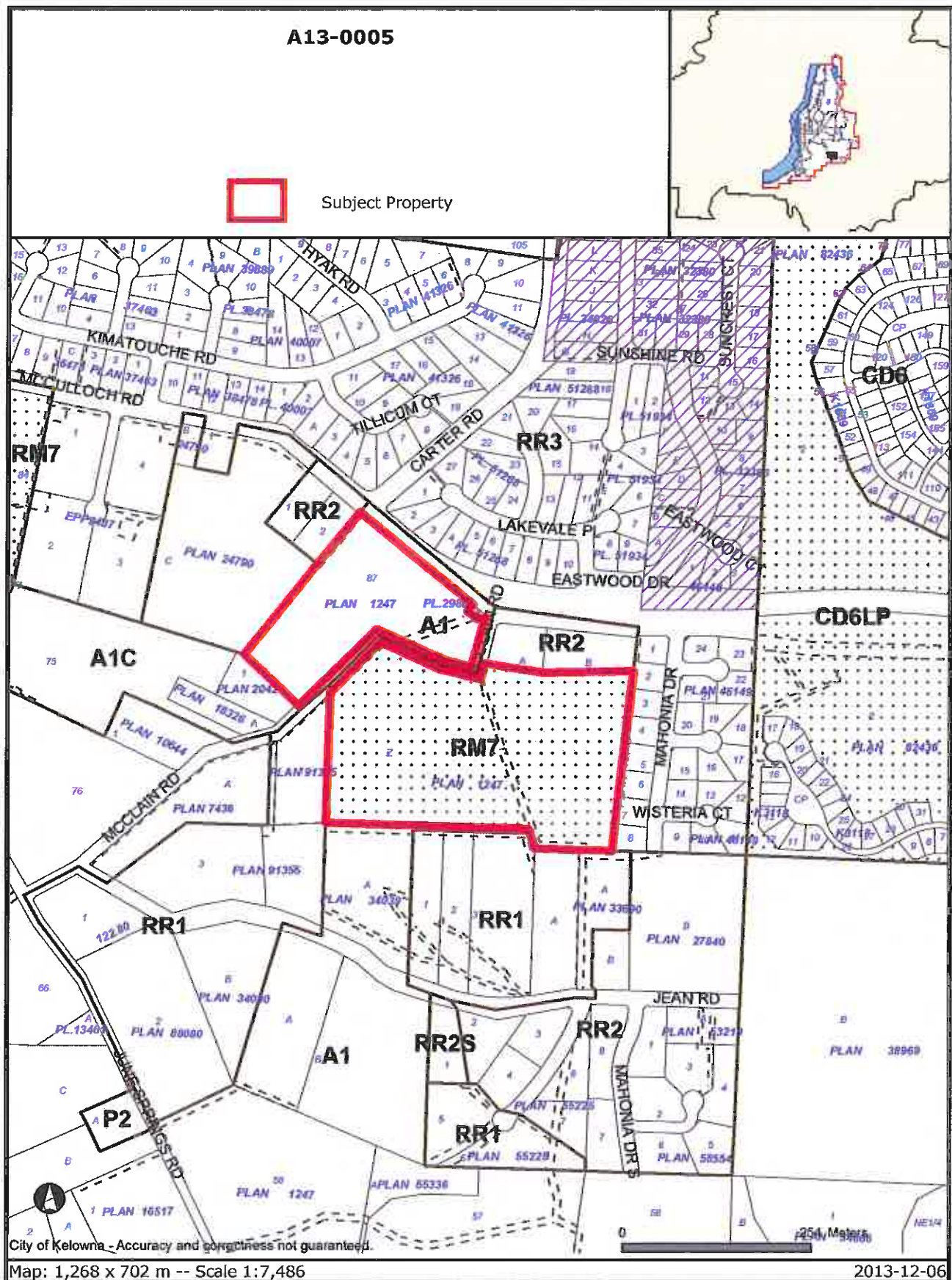
Septic System Engineering Drawing

BC Land Inventory - Land Capability and Soil Classification - 4062 - 4075 McClain Rd (2 pages)

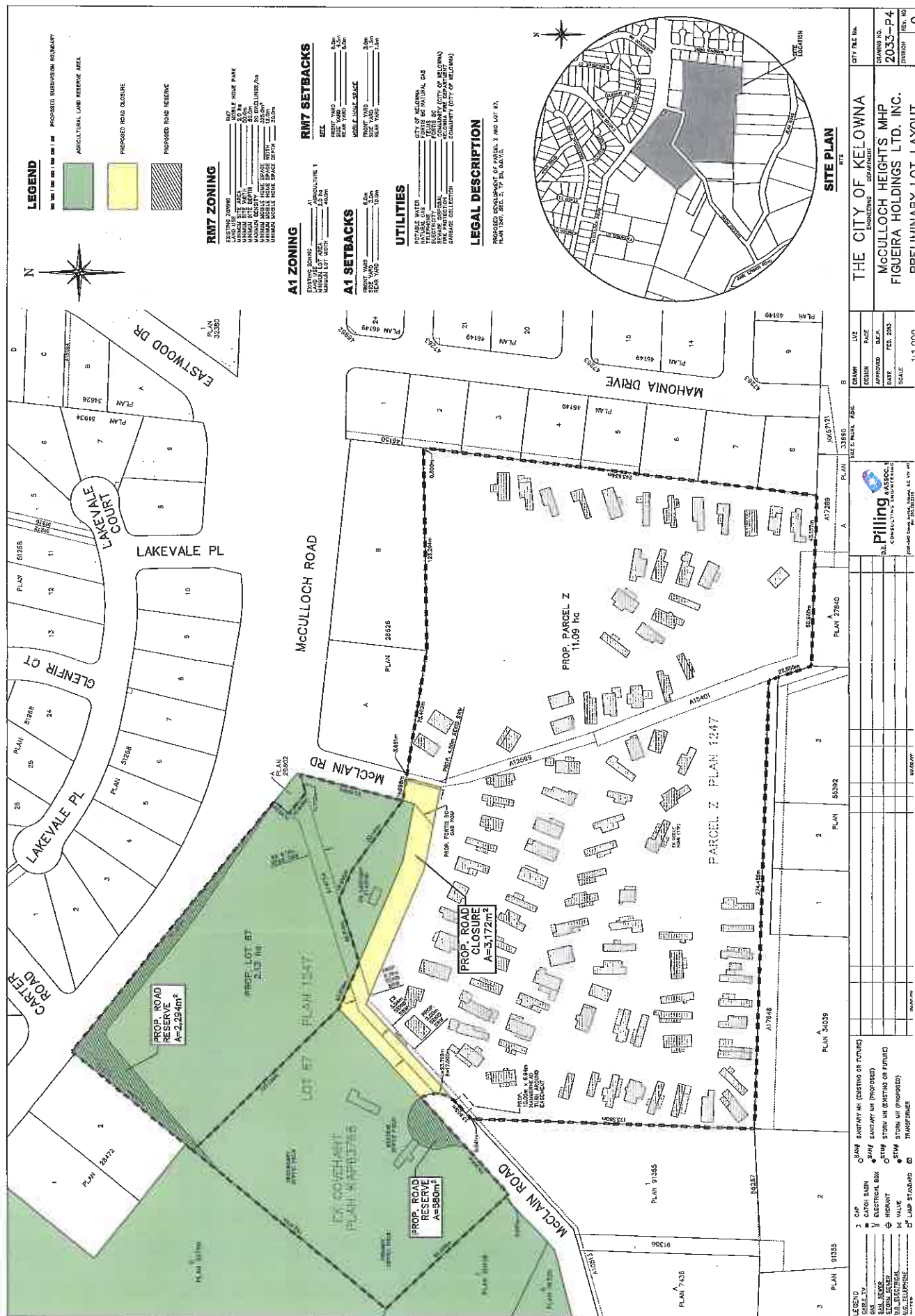
South East Kelowna Irrigation District Report

Ministry of Environment - Permit PE 11023

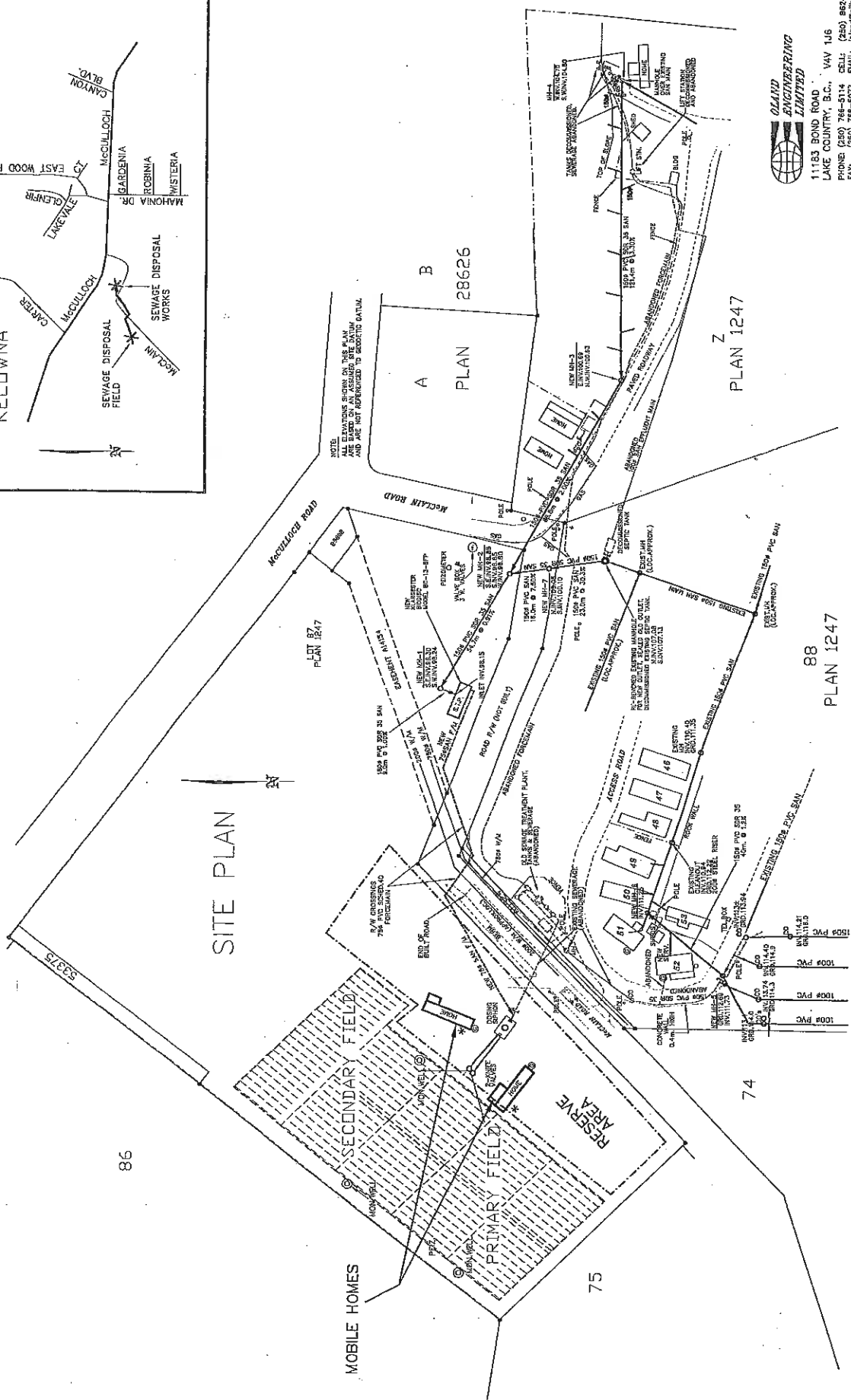
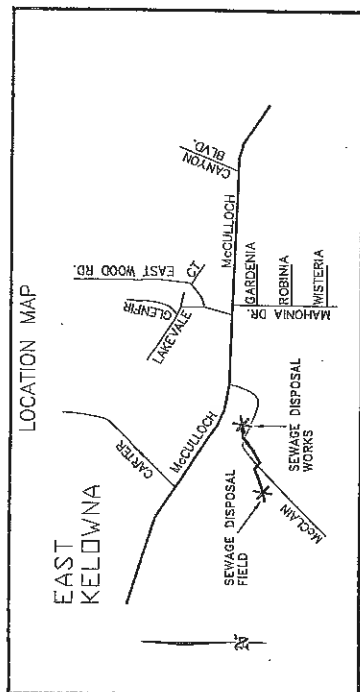
Agricultural Land Commission - Letter of Support



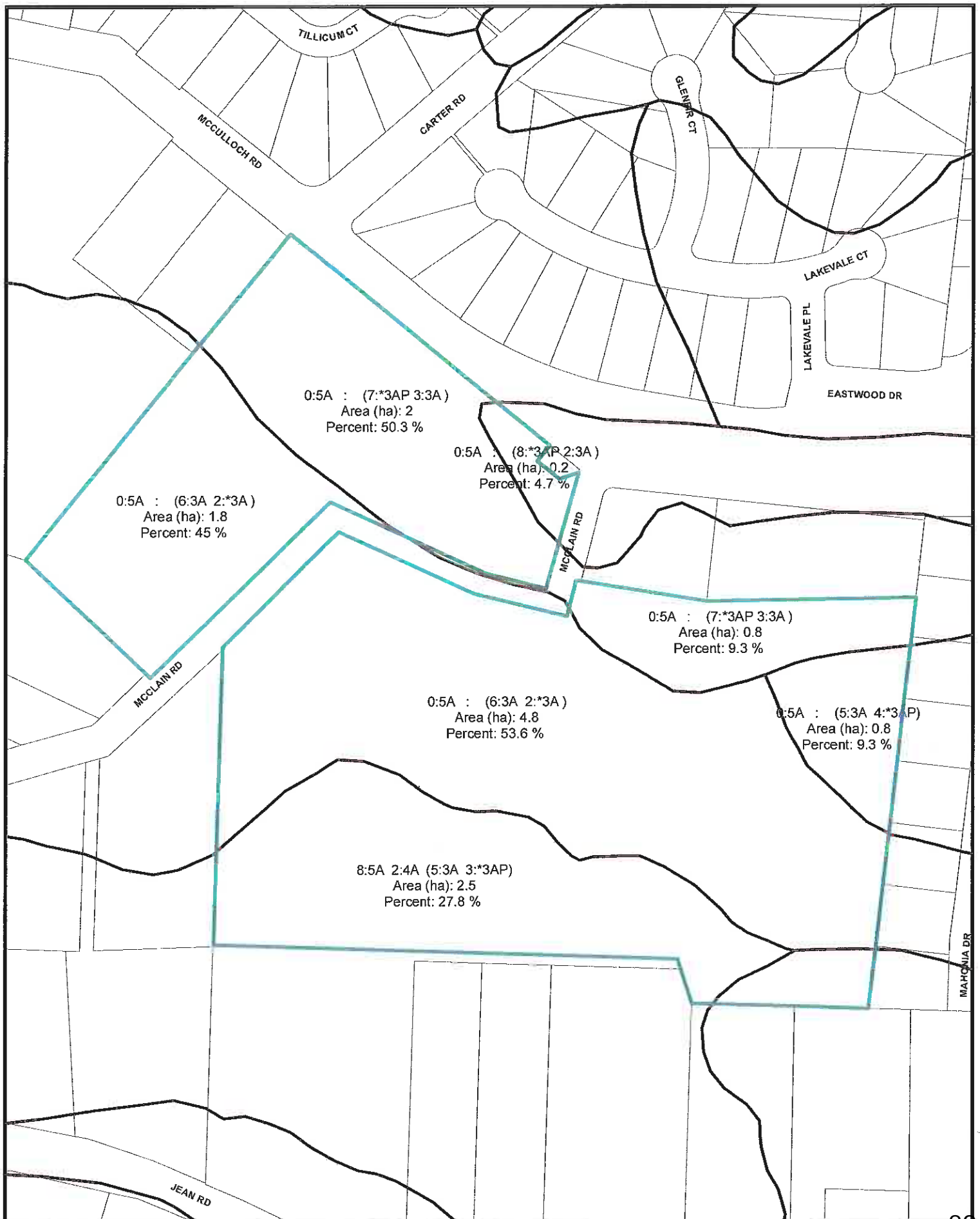
Certain layers such as lots, zoning and dp areas are updated bi-weekly. This map is for general information only.
The City of Kelowna does not guarantee its accuracy. All information should be verified.



PINEVIEW MOBILE HOME PARK
McCLAIN ROAD, KELOWNA, B.C.



Land Capability = Brown/ Soil Class = Green





South East Kelowna Irrigation District

P.O. Box 28064 RPO East Kelowna
Kelowna, B.C.
V1W 4A6

Office: 3235 Gulley Road
Telephone: (250) 861-4200
Fax: (250) 861-4213
Email: info@sekid.ca
Website: www.sekid.ca

RECEIVED COPY

February 27, 2013

Community Sustainability
City of Kelowna

Attention: Birte Decloux

Dear Ms, Delcoux:

Re: A13-0005 – 4062 & 4075 McClain Road – Application to subdivide land

The primary concern we have with this application is the Statutory Right of Way allowance we require if the proposed road closures proceed.

In reference to Pilling & Associates Drawing No. 2033-P4 we have the following comments:

1. At the east end of the proposed road closure SEKID requires the same ROW as proposed for Fortis BC. In addition, the narrow strip of the proposed road closure immediately east of the Fortis BC ROW should be included in the SEKID ROW.
2. At the west end of the proposed road closure SEKID requires a 12.00m wide ROW not the 9.00m wide ROW as shown on the drawing. This area has two mainlines, 200mm and 750mm in diameter, and a 12.00m wide ROW is needed to insure adequate access to these structures.

This provides our comments on the application. Please feel free to contact me if you have any questions.

Sincerely,

SOUTH EAST KELOWNA IRRIGATION DISTRICT

A handwritten signature in dark ink, appearing to be "Toby Pike", is written over the printed name.

Toby Pike
General Manager



Member of
BCWWA

WATER – NEVER ENOUGH TO WASTE



WATER SUPPLY
ASSOCIATION OF B.C.

November 25, 1998

COPY

File: 76750-40/PE11023 (07)

REGISTERED MAIL

Figueria Holdings Ltd.
3rd Floor-1665 Ellis Street
Kelowna BC V1Y 2B3

Dear Mrs. Figueria:

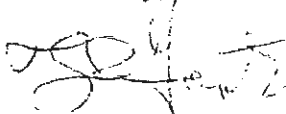
Enclosed is a copy of amended Permit PE 11023 issued under the provisions of the *Waste Management Act*. Your attention is respectfully directed to the terms and conditions outlined in the permit. An annual permit fee will be determined according to the Waste Management Permit Fees Regulation.

This permit does not authorize entry upon, crossing over, or use for any purpose of private or Crown lands or works, unless and except as authorized by the owner of such lands or works. The responsibility for obtaining such authority shall rest with the permittee. This permit is issued pursuant to the provisions of the *Waste Management Act* to ensure compliance with Section 54(3) of that statute, which makes it an offence to discharge waste without proper authorisation. It is also the responsibility of the permittee to ensure that all activities conducted under this authorisation are carried out with regard to the rights of third parties, and comply with other applicable legislation that may be in force.

This permit may be appealed by persons who consider themselves aggrieved by this decision in accordance with Part 7 of the *Waste Management Act*. Written notice of intent to appeal must be received by the Regional Waste Manager within thirty (30) days.

Administration of this permit will be carried out by staff from our Regional Office located at Suite 201, 3547 Skaha Lake Road, Penticton, B.C., V2A 7K2. Plans, data and reports pertinent to the permit are to be submitted to the Regional Waste Manager at this address.

Yours truly,



T. R. Forty, P.Eng.
Assistant Regional Waste Manager
Southern Interior Region

Enclosure

Ministry of Environment and Lands
Environment,
Lands and Parks



Province of
British Columbia
MINISTRY OF
ENVIRONMENT,
LANDS AND PARKS

**BC
Environment**

SOUTHERN INTERIOR REGION
ENVIRONMENTAL PROTECTION

G.L. (Geri) Huggins
Municipal Technician

201 - 3547 Skaha Lake Road
Penticton
British Columbia
V2A 7K2

Phone: (604) 490-8200
Fax: (604) 492-1314
Email: GHuggins@pentiction.env.gov.bc.ca





MINISTRY OF ENVIRONMENT,
LANDS AND PARKS

**PERMIT
PE 11023**

Under the Provisions of the Waste Management Act

**Figueira Holdings Ltd.
3rd Floor-1665 Ellis Street
Kelowna, British Columbia
VIY 2B3**

is authorized to discharge effluent to the ground, from a 98 unit mobile home park located at East Kelowna, British Columbia, subject to the conditions listed below. Contravention of any of these conditions is a violation of the Waste Management Act and may result in prosecution.

This permit supersedes and amends all previous versions of Permit PE 11023 issued under the Waste Management Act.

1. AUTHORIZED DISCHARGES

1.1. Discharge of domestic effluent to which this sub-section is applicable is from a 98 unit mobile home park as shown on the attached Site Plan A. The reference number for this discharge is E234910.

1.1.1. The maximum authorized rate of discharge is $111.4 \text{ m}^3/\text{day}$. This flow maybe increased to $123.8 \text{ m}^3/\text{day}$ (109 units) upon written authorization of the Regional Waste Manager based upon one year's successful operation of the new treatment plant.

1.1.2. The characteristics of the effluent shall be equivalent to or better than:

- (a) 5-day Biochemical Oxygen Demand, 45 mg/L;
- (b) Total Suspended Solids, 60 mg/L.

T.R. Forty, P.Eng.
Assistant Regional Waste Manager

- 1.1.3. The works authorized are a Klargester Biodisc, Model BC13BFP, serial number K16106, secondary sewage treatment plant, septic tanks, standby fields #1, #2 and #3, new reserve field area, two new disposal fields each containing a minimum of 1120 m of tile and related appurtenances approximately located as shown on the attached Site Plan A.
- 1.1.4. The location of the facilities from which the effluent originates is the Edelweiss Village Mobile Home Park on McClain Road in East Kelowna, Parcel Z (DF 39600), Section 2, Township 26, O.D.Y.D., Plan 1247 except Plan 28626.
- 1.1.5. The location of the point of discharge for the new disposal fields is Lot 87, Section 2, Township 26, Plan 1247, O.D.Y.D., except Plan 29802.

2. GENERAL REQUIREMENTS

2.1. Maintenance of Works and Emergency Procedures

The Permittee shall inspect the pollution control works regularly and maintain them in good working order. In the event of an emergency or condition beyond the control of the Permittee which prevents continuing operation of the approved method of pollution control, the Permittee shall immediately notify the Regional Waste Manager and take appropriate remedial action.

2.2. Bypasses

The discharge of effluent which has bypassed the designated treatment works is prohibited unless the consent of the Regional Waste Manager is obtained and confirmed in writing.

2.3. Process Modifications

The Permittee shall notify the Regional Waste Manager prior to implementing changes to any process that may affect the quality and/or quantity of the discharge.

2.4. Previous Installations

The installation of works may not conform to the objectives of the Ministry, however, the system may have been approved by another agency. By acknowledgement of the existing system, as shown on the site plan, the works are deemed to be approved. If, however, failure occurs or alterations to the existing system are carried out, then every effort shall be made to conform to Ministry standards. Any changes to the works must be approved by the Regional Waste Manager.



T.R. Forty, P.Eng.
Assistant Regional Waste Manager

2.5. Plans - New Works

- 2.5.1. Plans and specifications of the new works authorized in Section 1.1.3 shall be submitted to the Regional Waste Manager and his consent obtained before construction commences. The works shall be constructed in accordance with such plans.
- 2.5.2. Tile Fields #1, #2 and #3 are to be designated as the standby field, and only used in accordance with Section 2.10.
- 2.5.3. In the event of an extended power failure, the permittee shall ensure that a generator is readily available on-site in order to power the discharge pumps to the disposal field. The treatment plant is to be locked or made secure in a manner to prevent children from entering the plant.
- 2.5.4. The existing treatment plant is to be replaced with a rotating biological contactor type of sewage treatment plant. The plant is to be installed and constructed by December 31, 1998. This treatment plant is to be capable of treating an organic loading for a flow of 123.8 m³/day. After one year of successful plant operation (if effluent criteria has been met), then upon written request consideration will be given to allow connection for 109 mobile homes, with an authorized flow of 123.8 m³/day to the treatment plant. An amendment to the permit would not be required for the 109 units although any additional flow increase beyond 109 units will require an amendment to this permit.

2.6. Replacement Mobile Homes

Between now and the time that all remedial measures are installed and working satisfactorily, the Permittee is not to replace any of the existing mobile home pads that are vacated unless the replacement mobile homes are fully equipped with water saving devices and do not have garburators. As well, no new mobile home pads are to be established until directed otherwise by the Regional Waste Manager.

2.7. Tile Field Operation


The Permittee shall alternate the use of the tile fields. Tile fields are required to be alternated to increase their longevity.

2.8. Observation and Ventilation Ports

Place observation ports for the new tile fields at the extremities of the disposal pipe to provide a clear view of the end of the disposal pipe and to the bottom of the backfill.

2.9. Water Conservation

Mobile homes should be encouraged to install water saving devices.



T.R. Forty, P.Eng.
Assistant Regional Waste Manager

2.10. Flooding of Disposal Fields

In the event that the new disposal fields are flooded, the Regional Waste Manager is to be contacted and advised of the area flooded. Use of the disposal field facilities during periods of flooding is prohibited, and effluent shall be re-directed to standby field #3 that is not flooded or shall be removed by pumper truck.

2.11. Standby Facilities

The Permittee shall set aside all land not presently occupied by a residence as standby area. The standby area is to be held in reserve for future use as a disposal field and is to be maintained free of any permanent structures.

2.12. Surface Water Diversion

Surface water shall be intercepted and diverted away from the disposal area.

2.13. Vehicular Access

Vehicular access to the disposal tile fields and standby area shall be restricted to the satisfaction of the Regional Waste Manager.

2.14. Septic Tank Sludge and Scum Removal

Sludge and scum shall be removed from the septic tank(s) annually, or at other frequencies as the Regional Waste Manager may allow, for disposal at a suitable authorized site. The disposal arrangements require the consent of the Regional Waste Manager. Records of sludge and scum removal shall be maintained for inspection.

2.15. Sludge Wasting and Disposal

Sludge wasted from the treatment plant shall be disposed to a site and in a manner authorized by the Regional Waste Manager.

2.16. Maintenance of Treatment Plant

2.16.1. The Permittee shall retain a person professionally qualified in the area of wastewater treatment systems with a service contract which is acceptable to the Regional Waste Manager to oversee and ensure proper operation and servicing of the package treatment plant and tile disposal fields.

2.16.2. The facility is currently classified by the Environmental Operator's Certification Program (EOCP) at Level I. The classification certificate shall be renewed annually and a reclassification review of the facility shall be conducted at least once every five years.



T.R. Forty, P.Eng.
Assistant Regional Waste Manager

2.17. Aesthetics

The Permittee shall grass the areas of tile fields #1, #2, #3 and the new disposal fields. This would include maintenance (watering and mowing, etc.) to ensure that the field areas are maintained in a park like setting.

2.18. Odour Control

Determine all possible sources of odour from septic tanks, distribution boxes, observation ports, pump stations and any other sources and make recommendations on remedial measures to prevent or treat the odours. The Permittee shall provide measures to control odour from the package treatment plant by using the best available technology.

2.19. Sewer Connection

2.19.1. The discharge authorized by Section 1 of this Permit is subject to connection to a municipal sewerage system when such facilities become available.

2.19.2. Should a community sewer system be extended to the property line of this development it is a requirement that the Permittee hook up to the community sewer system within one year of formal notice by the local government body. At the end of the year the Permit will expire.

3. DISCHARGE MONITORING

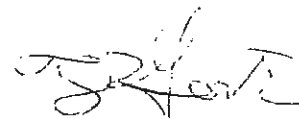
3.1. Grab Sampling

The Permittee shall install a suitable sampling facility and obtain a grab sample of the effluent once each month. Proper care should be taken in sampling, storing and transporting the samples to adequately control temperature and avoid contamination, breakage, etc. The monitoring program may be modified at the discretion of the Regional Waste Manager.

3.2. Analyses

Obtain analyses of the sample for the following:

- (a) 5-day Biochemical Oxygen Demand, mg/L;
- (b) Total Suspended Solids, mg/L.



T.R. Forty, P.Eng.
Assistant Regional Waste Manager

3.2.1. Sampling & Analytical Procedures

The sampling and monitoring requirements specified above shall be carried out by a suitably qualified person, in accordance with the appropriate procedures listed in the table below. Test methods for parameters not listed below require consent of the Regional Waste Manager.

LIQUID EFFLUENTS, SURFACE WATER, GROUND WATER, SOILS, SEDIMENTS, VEGETATIVE MATTER:		
Parameter	Sampling Procedure	Analytical Procedure
Metals Nutrients Organics Toxicity	British Columbia Field Sampling Manual for Continuous Monitoring plus the Collection of Air, Air-Emission, Water, Wastewater, Soil, Sediment, and Biological Samples, 1996 Permittee Edition	British Columbia Environmental Laboratory Manual for the Analysis of Water, Wastewater, Sediment and Biological Materials, March, 1994, Permittee Edition

The above manuals are available from Queen's Printer Publications Centre, P.O. Box 9452, Stn. Prov. Govt, Victoria, BC, V8W 9V7 (1-800-663-6105 or (250)387-4609).

3.3. Flow Measurement

The Permittee shall provide and maintain a suitable flow measuring device. Record once per week the effluent volume discharged over a 24-hour period.

4. GROUNDWATER MONITORING

4.1. Groundwater Monitoring Wells

Maintain the following groundwater monitoring wells MW98-1,(E234911) MW98-2 (E234912) and MW98-3 (E234913). These wells are to be measured for groundwater elevations on a monthly basis in 1999 for the new disposal fields. Sampling is to be done on a semi-annual basis for monitoring wells. Three well bore volumes are to be pumped from each monitoring well prior to sample collection. The need for increased or decreased groundwater monitoring in the future will be at the discretion of the Regional Waste Manager.



T.R. Forty, P.Eng.
Assistant Regional Waste Manager

4.2. Analyses

Obtain analyses of the sample for the following:

- (a) nitrate nitrogen, nitrite nitrogen, ammonia nitrogen and total nitrogen, mg/L;
- (b) chloride, mg/L;
- (c) total phosphorus, dissolved phosphorus and ortho phosphorus, mg/L;
- (d) total and faecal coliform, MPN/100 ml;
- (e) conductivity, mmhos/cm;
- (f) pH.

4.2.1. Sampling & Analytical Procedures

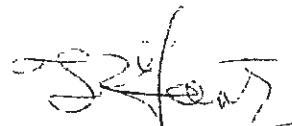
The sampling and monitoring requirements specified above shall be carried out by a suitably qualified person, in accordance with the appropriate procedures listed in the table below. Test methods for parameters not listed below require the consent of the Regional Waste Manager.

LIQUID EFFLUENTS, SURFACE WATER, GROUND WATER, SOILS, SEDIMENTS, VEGETATIVE MATTER:		
Parameter	Sampling Procedure	Analytical Procedure
Metals Nutrients Organics Toxicity	British Columbia Field Sampling Manual for Continuous Monitoring plus the Collection of Air, Air-Emission, Water, Wastewater, Soil, Sediment, and Biological Samples, 1996 Permittee Edition	British Columbia Environmental Laboratory Manual for the Analysis of Water, Wastewater, Sediment and Biological Materials, March, 1994, Permittee Edition

The above manuals are available from Queen's Printer Publications Centre, P.O. Box 9452, Stn. Prov. Govt, Victoria, BC, V8W 9V7 (1-800-663-6105 or (250)387-4609).

4.2.2. Quality Assurance

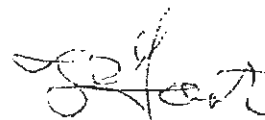
The Permittee is required to follow the terms and conditions of the Quality Assurance Regulations (EQDA). Ten percent of the samples collected shall be duplicated to provide data quality assurance. Quality control information generated by the Permittee laboratory while analyzing parameters required by this permit shall also be provided with the new data required to be reported.



T.R. Forty, P.Eng.
Assistant Regional Waste Manager

5. REPORTING

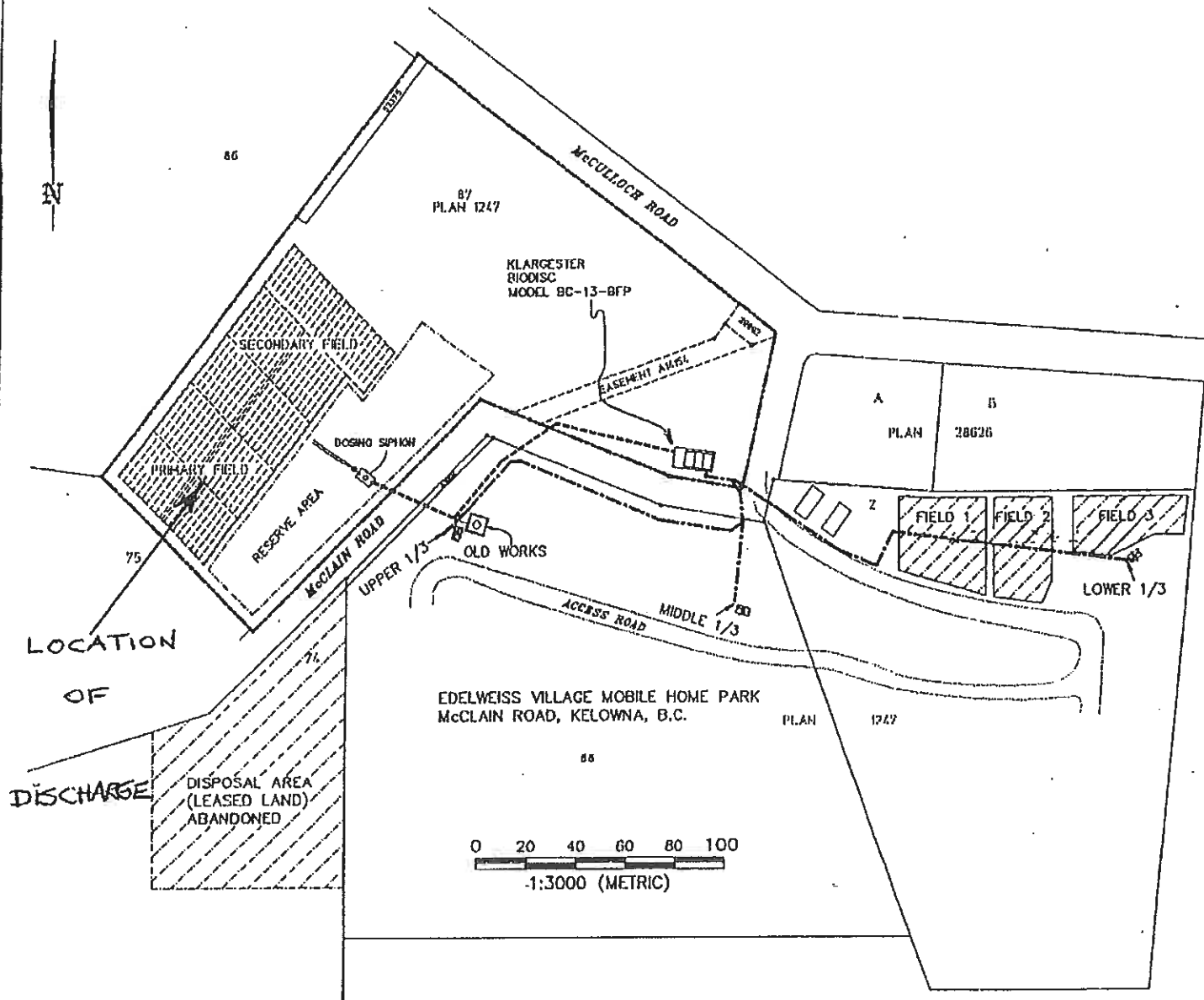
- 5.1. The Permittee shall maintain data of flow measurements, groundwater surface elevations, groundwater and effluent analyses for inspection and submit the data, suitably tabulated, to the Regional Waste Manager for the previous year's monitoring. All reports shall be received in the Regional Office within sixty days of the end of the calendar year for that year's monitoring.



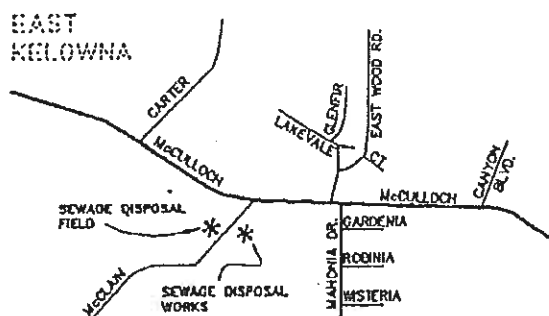
T.R. Forty, P.Eng.
Assistant Regional Waste Manager



SITE PLAN A



LOCATION MAP



(FOR OFFICE USE ONLY)

November 25, 1998

Date Issued

Assistant Regional
Waste Manager

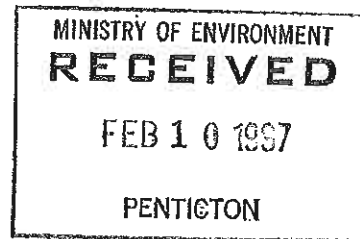
Date Amended

Page

Permit No./Approval No.

PE 11023

GLH → JRF → PE11023



Provincial Agricultural Land Commission,
133 - 4940 Canada Way,
Burnaby, B.C.
V5G 4K6

Dear Sirs:

Re: Lot 87 Section 2 Township 26 O.D.V.D.
Plan 1247 Except Plan 29802

We hereby undertake to implement the Agricultural Development Plan attached as Schedule "A" to this letter within a 12 month period commencing on the date of the Commission's final approval letter.

SAN STEL INVESTMENTS LTD.
per:

A handwritten signature in dark ink, appearing to be "Narbuta" or similar, written over a horizontal line.

Declared before me
at Aldergrove, B.C.
this 7 day of February, 1997.

A handwritten signature in dark ink, appearing to be "A. Hall", written over a horizontal line.

A Commissioner for taking Affidavits
in British Columbia.

RONALD J. HALL
BARRISTER & SOLICITOR
209, 3100 - 272 Street
Aldergrove, B.C., V4W 3N7
856-2511

SCHEDULE "A"

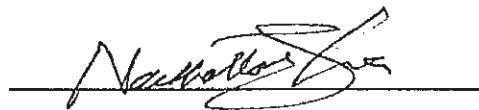
AGRICULTURAL DEVELOPMENT PLAN

February 7, 1997

Re: Lot 87 Section 2 Township 26 O.D.Y.D.
Plan 1247 Except Plan 29802

Upon completion of the effluent drainage works on the above property, the lands will be filled and levelled, with a local hay crop developed. The lands will be used for the production of hay on an ongoing basis.

SAN STEL INVESTMENTS LTD.
per:







Provincial Agricultural Land Commission

133 - 4940 Canada Way, Burnaby, B.C. V5G 4K6

Telephone: (604) 660-7000

Fax: (604) 660-7033

September 30, 1996

Reply to the attention of Ross Blackwell

San Stel Investments Ltd.
31275 Coghlan Place
Abbotsford, B.C. V2T 5G1

Dear Sir:

Re: Application #G-30678

The Agricultural Land Commission has considered your application regarding land described as Lot 87, Section 2, Township 26, O.D.Y.D., Plan 1247 Except Plan 29802.

The Commission, acting under Section 44 (1) of B.C. Regulation 313/78 by Resolution #783/96, has allowed in principle your application to install an effluent drainage field on the subject property.

This approval in principle is granted subject to the following conditions:

1. prior to any development on the subject property, submit an accurate site plan showing the exact location of the proposed fields for Commission review;
2. prior to any development on the subject property, submit an agricultural development plan for the subject property for Commission review;
3. prior to any development on the subject property, submit a notarized letter of undertaking which commits to the implementation of the said agricultural development plan within a twelve (12) month period commencing on the date of the Commission's final approval letter.

Once these conditions have been met to the satisfaction of the Commission, you will receive final approval and then be able to proceed with the installation.

The land referred to in the application continues to be subject to the provisions of the Act and regulations except as provided by this approval.

This approval in no way relieves the owner or occupier of the responsibility of adhering to all other legislation which may apply to the land. This includes zoning, subdivision, or other land use bylaws, and decisions of any authorities which have jurisdiction.

Before your development can proceed, other approvals may be necessary and we urge you to check with the City of Kelowna.

...2

September 30, 1996
Page 2

Please obtain the confirmation of the Commission, if any substantial changes are required to the proposal as approved by this office.

Please quote Application #G-30678 in any future correspondence.

Yours truly,

AGRICULTURAL LAND COMMISSION

Per: 

K. B. Miller, General Manager

cc: City of Kelowna
B.C. Assessment Authority, Kelowna
T.R. Forty, Environmental Protection Program, Ministry of Environment, Lands and Parks,
Penticton, Files 76750-40/PE 11023, #201 - 3547 Skaha Lake Road, Penticton V2A 7K2
Adolf & Sangha Stelter, RR #12 - 2906 - 232nd Street, Langley V3A 7B9

RB/lv

GLH → UR → TRE

February 19, 1997

File(s) 76750-40/PE 11023

Agricultural Land Commission
133 - 4940 Canada Way
Burnaby BC V5G 4K6

Fax: (604) 660-7033

Attention: Mr. Ross Blackwell

Dear Mr. Blackwell:

Re: Application G30678

This letter will serve to confirm that Pollution Prevention (formerly Environmental Protection) continues to strongly supports the application for a *Special Case Use in the ALR* in favor of San Stel Investments Ltd for the purpose of a tile disposal field.

In addition to the information supplied in our letter dated September 5, 1996 (copy attached), San Stel Investments have provided a hydrogeological investigation of the subject area. The investigation assesses the suitability of the area and the feasibility of the proposed effluent disposal fields for the mobile home park. The proposed disposal area can accommodate the primary and secondary fields. The potential for impact of the disposal of treated effluent on downgradient properties and receptors is low.

In summary:

- The Edelweiss mobile home park, owned and operated by San Stel Developments Ltd. has insufficient suitable land currently available for on-site effluent disposal.
- The use of the adjacent subject land for effluent disposal would enable the owners to dispose of their effluent in a less problematic area.

GLH → JR
September 5, 1996

File(s) 76750-40/PE 11023 ←

Agricultural Land Commission
133 - 4940 Canada Way
Burnaby BC V5G 4K6

Fax: (604)660-7033

Attention: Mr. K.B. Miller
Chairperson

Dear Mr. Miller:

Re: Application G30678

This letter will serve to confirm that Environmental Protection strongly supports the application for a *Special Case Use in the ALR* in favor of San Stel Investments Ltd for the purpose of a tile disposal field.

San Stel Investments recently purchased the adjacent Edelweiss mobile home park together with the property in question. The mobile home park has a long history of problems relating to domestic sewage disposal. The previous owners have improved the quality of the effluent with the installation of a secondary treatment plant and have installed new tile fields on additional land. Effluent surfaced downslope of the newly installed tile fields and continued usage of the fields after the installation of an impermeable liner and French drain system must be closely monitored. It is our information that the newly installed tile field property was included as a lease portion of the sales agreement for the mobile home park with San Stel Investments Ltd.

Ministry of Environment acquired this permit from the Ministry of Health because the flow exceeded 5000 GPD, recognizing that existing fields had failed and would require replacement. The existing original fields, located at the lower end of the mobile home property in the vicinity of McCulloch Road are in an area of high groundwater.

The property in question is adjacent to the secondary treatment plant and apparently, a preliminary assessment by Golder & Associates indicates that the soils in the southern, higher elevation portion appear to be suitable for effluent disposal.

In summary:

- The Edelweiss mobile home park, owned and operated by San Stel Developments Ltd. has insufficient suitable land currently available for on-site effluent disposal.
- We therefore support the application of a *Special Case Use in the ALR* for tile disposal field on said portion of land.

Should you have any questions, please contact Geri Huggins or the undersigned.

Yours truly,



T.R. Forty, P.Eng.
Assistant Regional Waste Manager
Environmental Protection Program
Okanagan Sub-Region

/pa

Report to Council



Date: 3/3/2014

File: ASP13-0001
OCP13-0021
1200-10

To: City Manager

From: Department Manager, Policy & Planning

Subject: Thomson Flats - Request to amend the Official Community Plan and to prepare an Area Structure Plan (two phases)

Existing OCP Designation: FUR - Future Urban Reserve

Existing Zoning: A1 - Agriculture 1

Report Prepared by: Gary Stephen / Lindsey Ganczar

Recommendation:

THAT Council authorize the amendment of the Official Community Plan (OCP) to create an Area Structure Plan boundary, as shown in Attachment 1 of the report.

AND THAT Council authorize the preparation of a two-phase Area Structure Plan for a maximum of 1400 dwelling units (800 units in Phase 1, 600 units in Phase 2) on the following properties:

- **AREA 1** - SE ¼ of Sec 24, Tp 28;
- **AREA 2** - W ½ of SW ¼ Sec 19, Tp 29 & E ½ of SE 1/4 Sec 19, Tp 29; and
- **AREA 3** - Lot 1, Plan 28237 & Lot 2, Plan 28237.

Purpose:

To consider a request for authorization to amend the Official Community Plan (OCP) and prepare an Area Structure Plan (ASP) for the Thomson Flats area, in accordance with the Kelowna 2030 - Official Community Plan and Council Policy No. 247¹. The applicant is seeking authorization to investigate the potential for the development of up to 1400 dwelling units in two phases, consisting predominantly of single dwelling housing.

Policy & Planning Comments:

The Kelowna 2030 - Official Community Plan (OCP) directs the majority of development to urban centres in the form of multi-unit residential development. However, the OCP does

¹ Council Policy No. 247 - Hierarchy of Plans (Sector Plans/Structure Plans/Redevelopment Plans), Approved June 4, 1996

make some provision for low density development in several specific areas of Kelowna identified in the plan.

In order to determine if an OCP amendment for an additional ASP area is reasonable in this location at this time, an analysis of existing ASP growth nodes was conducted to determine potential total build-out vs. units constructed to date in those areas. ASP areas considered within that analysis included:

- Black Mountain / Kirschner Mountain
- South West (SW) Mission (Neighbourhoods 1, 2, 3)
- Tower Ranch
- University South
- Glenmore Highlands
- North Clifton
- Eagle Ridge
- Diamond Mountain

The above ASP areas have a combined projected build-out of approximately 12,000 units (including single and two-unit dwellings, and multi-residential units). As of the end of 2013, approximately 4,000 units have been developed within the existing ASP areas. Therefore, there are approximately 8,000 units remaining, of which 5400 are anticipated as single and two-unit dwellings.

By using annual development statistics, with 17 years remaining in the timeline of the current OCP 2030 growth strategy, it is possible to determine roughly the number of years of supply remaining for single and two-unit dwelling development. 5400 units developed over the 17 years remaining in the OCP equates to approximately 320 units developed per year until the end of the current OCP.

However, when evaluating both short and longer term housing start trends, the average annual number of building permits issued for new single and two-unit dwellings has been:

- 366 units/year over the past 5 years;
- 566 units/year over the past 10 years; and
- 594 units/year over the past 24 years.

Based on 5400 units remaining to be developed, the current approved ASP areas have approximately 9 to 14 years left of development. This falls short of the 17 years remaining in the OCP and the City may require more land for single and two-unit residential development within the planning horizon of the existing OCP. Based on historical averages, there is potential that the Thomson Flats land will be required to meet demand. The timing for the completion and implementation of this project would not realistically bring new lots to the market before five (5) years. Therefore, staff is supportive of pursuing the preliminary planning and servicing analysis as requested.

With respect to multiple unit development the OCP projected the need for 12,000 new units by 2030 and those units would be split approximately 50% / 50% between Urban Core and Suburban locations. The anticipated annual development of multiple units over the OCP 20 year horizon would be on the order of 575 units per year. While the 10 year average split

between single / two unit residential (SU) and multiple unit residential (MU) is 44% / 56%, recent trends have been lower and the expected annual multiple unit allocation has not been achieved, primarily due to economic conditions and the difficulty selling and financing multiple unit projects. Overall the OCP projects that the housing split between SU and MU would be on the order of 43% SU / 57% MU and since the OCP was adopted the recent trend is approximately 61% SU and 39% MU. There is considerable capacity for multiple unit growth remaining within the Urban Centres and the Urban Core Area.

While there may be statistical reasons for supporting the approval of new planning work in Southwest Mission, there are philosophical issues on urban vs. sprawl growth; directing development in North Kelowna vs. South Kelowna, and potential changes in housing market preferences that all should be considered prior to authorizing the applicants to undertake a lengthy and costly exercise.

It needs to be recognized that even though this project is designated as Future Urban Reserve, it is currently outside of the 2030 OCP growth strategy and was not intended for development within the 2030 time horizon. Adding a new growth area without the context of a full OCP Review means there may be significant impacts to the 20 Year Servicing Plan and Financing Strategy in that the allocation of more growth units challenges our growth strategy objectives and could impact servicing requirements and Development Cost Charges (DCCs).

Also, the 2030 OCP growth strategy envisages a split between single / two units and multiple units of 43% to 57%. The housing unit distribution was intended to balance the projected units between growth nodes (on the basis of land availability) and an overall objective of densification in urban centres and urban core areas to meet multiple objectives of the OCP growth strategy.

Despite these challenges, this site (as opposed to other potential ASP locations) is considered a unique situation in that Council supported this site to be designated as Future Urban Reserve within the Permanent Growth Boundary (PGB) and that services to the subject properties are currently available at the west and north property lines. Policy & Planning recommends that the applicant be authorized to engage the appropriate professional resources to work with Staff to examine the viability of development on the subject properties. The completed assessment will be presented to Council in the form of an ASP for further consideration.

Proposal:

Background:

In preparation for the OCP review in 2007/2008, Policy and Planning sent letters to all major property owners in the City, particularly those in suburban locations, to determine if there was interest in having future land uses redesignated for the next OCP. The owners were encouraged to submit letters or other documentation in support of their requests.

Policy & Planning received numerous proposals from various areas in the City, including requests from the owners of the Thomson Flats lands and the North Glenmore/McKinley lands. The submissions were analyzed by the consultant who determined that the development units requested by those submissions outside the PGB had twice as many units proposed as necessary to satisfy the 20 year growth strategy.

As part of the OCP review, the City conducted an analysis of population growth and housing needs and it was determined that based on housing preferences at that time, Kelowna would need an additional 1000 one & two unit dwellings for the 20 year horizon to 2030, over and above what units remained within existing development nodes (University South, Tower Ranch, Black Mountain, Bell Mountain, Kirschner Mountain and the three neighbourhoods in SW Mission) inside the Permanent Growth Boundary (PGB).

In discussion with Council in the fall of 2009, prior to the first OCP land use open house, Policy & Planning outlined how and where those extra 1000 units could be accommodated. Council was informed that either North Glenmore (Eagle Ridge, Diamond Mountain) or SW Mission (Thomson Flats) were suitable. The Council of the day decided that they wanted to see more growth in North Glenmore in support of UBC Okanagan, so those properties were brought inside the PGB as potential Area Structure Plan projects.

At the same time, Council did not support more growth in SW Mission in the current OCP, but did acknowledge the long term potential of the area. Therefore, the Thomson Flats and Crawford Estates areas were allowed to remain within the PGB but designated as Future Urban Reserve (i.e. consideration beyond a 20 year horizon) with no Area Structure Plan designation.

In November, 2013 Melcor Developments made a formal application to the City (on behalf of the Thomson Flats land owners) seeking to redesignate the subject lands from Future Urban Reserve to an ASP area, and authorization to proceed with the ASP.

While the application requesting authorization to prepare an ASP does contain some details regarding servicing, these details should be understood to be preliminary and conceptual in nature. Details regarding all aspects of the proposal will be addressed in the next phases of ASP development. Should the request be authorized, the next phases of the ASP process are as follows, as outlined in Council Policy No. 247:

1. Development of a Terms of Reference (TOR) in cooperation with the Applicant, City staff, and legal representation, as necessary;
2. Preparation of a draft ASP for review by City staff, in accordance with the TOR;
3. Preparation of second draft ASP for review by City staff;
4. Holding of a Public Information Meeting (PIM);
5. Submission of Final draft ASP and associated OCP and Zoning Bylaw amendment applications;
6. The remainder of the process will follow standards practices for OCP / Zoning Bylaw amendments.

Project Description:

The applicant is proposing to prepare an ASP over five parcels located along the City's south boundary east of Chute Lake Road. The ASP is divided into three areas. The majority of the ASP will focus on the three most western parcels (Areas 1 and 2) with only high level planning conducted on the two easterly parcels at this time (Area 3). More detailed ASP work will be required at a future date for the eastern lots when the applicant wishes to move forward. All of the parcels are currently in their natural state and have a variety of slopes. None of the properties are presently serviced by water or sanitary sewer.

The ASP submission proposes the development of up to 800 dwelling units in Areas 1 and 2. The units will consist primarily of single dwelling housing, with the potential for some compact cluster housing. Other uses will include parks, open space and amenities. Area 3 may include approximately 600 additional units at a later time. The suggested development yield is somewhat theoretical at this time until the completion of the more detailed analysis of servicing capacity, road network requirements, as well as environmental and hazardous conditions including steep slopes, as part of the ASP process.

The applicant will explore with City staff issues such as servicing, road access, storm drainage, topography, visual impact assessment, and environmentally sensitive features before bringing the ASP forward for Council consideration.

Site Context:

The subject properties are situated along the southern City boundary between Chute Lake Road to the west and Bellevue Creek to the east. There are mountain bike and hiking trails throughout the property, as well as evidence of roads from unauthorized vehicle use.

The subject properties also contain many challenging constraints to development, including steep slopes, environmentally sensitive features, and wildfire hazard. While these challenges are understood to be common among hillside development, there are additional features with which staff will be concerned, focused primarily on transportation linkages and standards.

Subject Properties Map:

The subject properties map is Attachment 1 of the report.

Internal Circulation:

Infrastructure Planning
Development Engineering Branch
Transportation & Mobility
Subdivision, Environment & Agricultural Branch
Urban Planning

Hierarchy of Plans:

Area Structure Plans provide an important link between an OCP, which is prepared at a broad community scale, and an actual development proposal prepared at a property scale. ASPs provide Council and Staff with the ability to identify impacts, to resolve issues, and to set standards for larger scale developments in advance of a formal rezoning or Development Permit application.

Existing Policy:

Council Policy No. 247 establishes the Hierarchy of Plans and lays out the broad processes by which an ASP is to be prepared (outline above under "Background"). This policy is reinforced by direction in the OCP that describes the role of ASPs.

The request for authorization is consistent with Council Policy No. 247 and guidelines of the OCP.

Financial/Budgetary Considerations:

The application fee required for the preparation of Area Structure Plans reflects the magnitude of these plans and their impact on staff time and associated legal resources. As such, it is not anticipated that there will be significant financial or budgetary consideration. However, it is difficult to anticipate the precise costs for each application.

Personnel Implications:

The development of Area Structure Plans does require significant staff resources from multiple departments. Staff resources will be required from the Policy & Planning Department, where it is anticipated that 20% of the time of one Planner will be required throughout the ASP process. Infrastructure Planning has indicated that due to the potential impact of such a major project on servicing, both within and outside this sector, there could be a workload impact of up to 1 person year or more depending on the outcomes of the technical analysis and subsequent plan changes.

Other departments, such as Urban Planning, Development Engineering, Subdivision, Regional Services, Communications, and Real Estate and Building Services will also be impacted to varying degrees.

External Agency/Public Comments:

This application for authorization was circulated to the Regional District of Central Okanagan (RDCO). Their comments are provided as Attachment 2 of the report.

The coming phases of the ASP process will provide additional opportunities for both external agencies and the general public to submit comments and to make representations. The application will be referred to external agencies as necessary, and the public will be provided with multiple opportunities to provide input including the holding of a Public Information Meeting and a Public Hearing. Further opportunities will be considered where appropriate during the development of the ASP.

Submitted by:

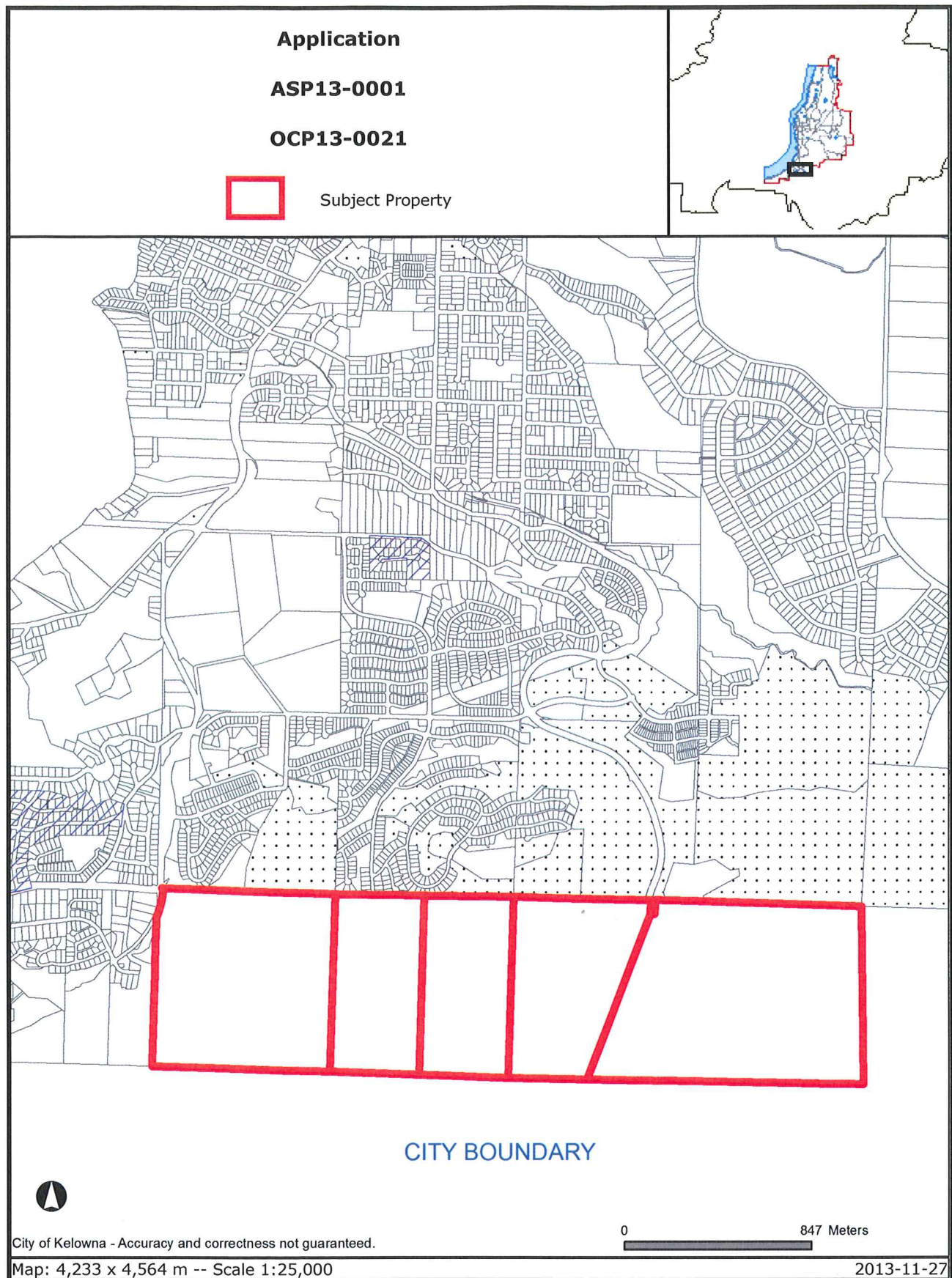
Gary Stephen, Long Range Planning Manager
Policy & Planning

Approved for Inclusion: ☐ Danielle Noble-Brandt, Department Manager,
Policy & Planning

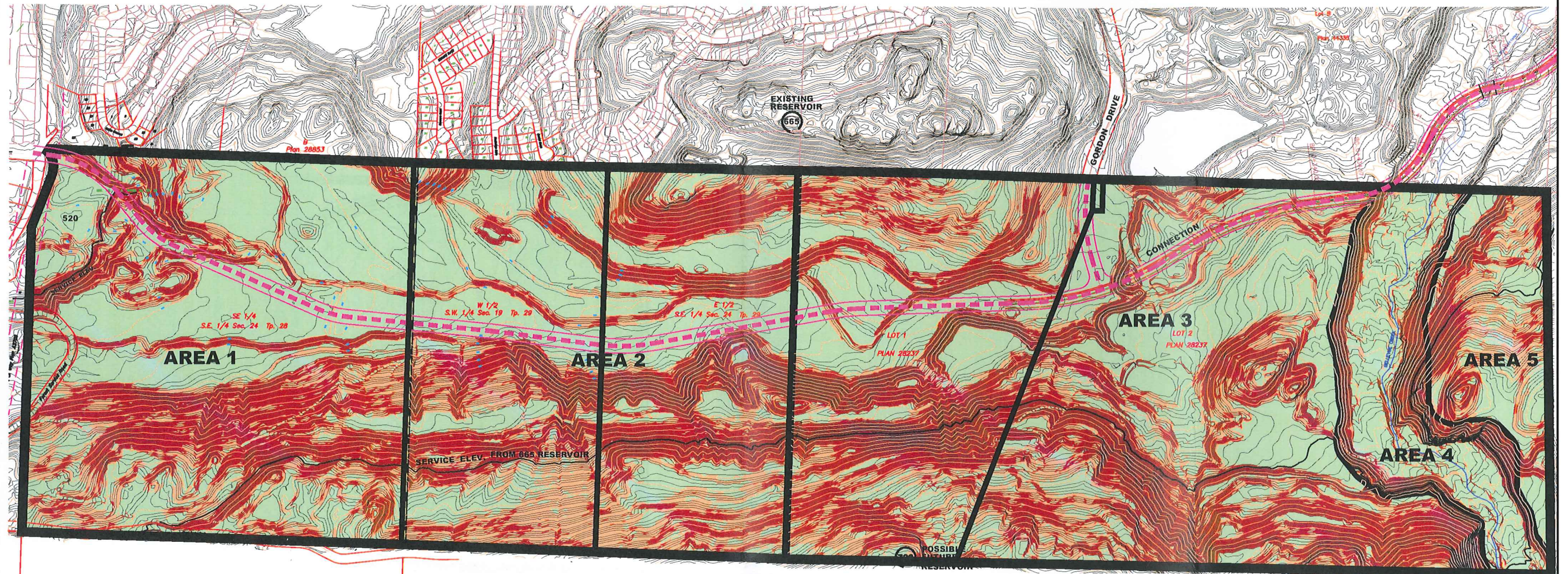
Cc: Utilities Planning Manager, Infrastructure Planning
Manager, Development Engineering
Manager, Transportation & Mobility
Director, Subdivision, Environment & Agricultural Branch
Manager, Urban Planning

Attachments:

1. Subject Property Map
2. Proposed ASP Phasing Map
3. Circulation comments from RDCO
4. Technical Memorandum from Development Engineering



*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.*



SE 1/4 SEC 24 TP 28
63.95 ha

W 1/2
SW 1/4 SEC 19 TP 29
32.44 ha

E 1/2
SE 1/4 SEC 19 TP 29
32.74 ha

LOT 1
PLAN 28237
40.50 ha

LOT 2
PLAN 28237
87.97 ha

AREA 1	
0%-20%	32.95 ha
20%-30%	11.08 ha
30%-PLUS	19.92 ha

AREA 2	
0%-20%	26.63 ha
20%-30%	14.66 ha
35%-PLUS	23.89 ha

AREA 3	
0%-20%	40.66 ha
20%-30%	18.23 ha
35%-PLUS	39.75 ha

AREA 4	
0%-20%	8.75 ha
20%-30%	1.16 ha
35%-PLUS	7.25 ha

AREA 5	
0%-20%	5.01 ha
20%-30%	3.79 ha
35%-PLUS	4.02 ha

PROTECH
CONSULTING 2012

200 - 1481 St. Paul Street Kelowna B.C. Phone 880-1771
FAX 880-1994

SLOPE ANALYSIS
THOMSON FLATS ASP

1:4000

MELCOR
DEVELOPMENTS LTD.

Integrity in Real Estate since 1923

13043-S1

Lindsey Ganczar

From: Ron Fralick [ron.fralick@cord.bc.ca]
Sent: Wednesday, December 18, 2013 8:29 AM
To: Lindsey Ganczar
Cc: David Widdis; Susan Fraser; Sandra Mah; Margaret Bakelaar; Chris Radford; Michael Noga; Dan Wildeman; Cathy MacKenzie; Jennifer Maximuik
Subject: City of Kelowna OCP Amendment & ASP Authorization (OCP 13 - 0021 & ASP 13 - 0001)

Hi Lindsey,

I wish to thank you and Danielle Noble-Brandt with the opportunity to discuss this matter on December 12, 2013. Based on that discussion and Regional District staff review of the OCP amendment/ASP authorization, we wish to provide the following comments for your consideration.

The subject lands are located immediately to the north of properties that are within the Central Okanagan East Electoral Area of the Regional District of Central Okanagan (RDCO). The adjoining lands to the south within the RDCO are part of the South Slopes Official Community Plan Bylaw No. 1304 (adopted June of 2012) and designated as 'Rural Resource'. A significant block of adjoining lands to the south (640 acres) represents the 'Kelowna Mountain' development that is identified in the South Slopes OCP via a map notation as a "Recreation Resort Study Area". Section 4.3 of the South Slopes OCP stipulates that a secondary planning process must be fulfilled prior to the Regional Board considering whether the development or a subset of the proposed development should be provided for in the OCP. This secondary planning process would be similar to requirements within the City of Kelowna for an ASP (as proposed for the lands identified in the City referral).

It is noted that City of Kelowna staff indicated concern in January of 2010 with regard to a proposed subdivision and future development at 'Kelowna Mountain' which is summarized as follows,

- Subdivision is a likely precursor to potentially significant resort development just outside the City in an area where water availability, sanitary sewer, roads and fire protection will be an issue.
- This location just outside the City would appear to be trying to capitalize on proximity to the City as a tourism destination and the only access is through the City of Kelowna. Significant development in this area will impact City services, particularly traffic on the road network, without the ability to charge DCC's or even receive tax contributions to at least off-set part of the cost.
- In addition to the technical issues, there are a number of policy issues that should be considered such as, development of any nature in this area would not be consistent with the Regional District Growth Management Strategy that seeks to contain growth in existing settlement areas with full urban services.
- The City of Kelowna existing OCP does not address lands outside City boundaries but the OCP does contain growth management policy direction that by and large is intended to limit sprawl (develop a compact urban form), support Transportation Demand Management and protect environmentally sensitive/hazardous condition areas from development.

With respect to growth management noted in bullets #3 & #4 above, the Regional District has coordinated a review and update of the Regional Growth Strategy (2000) over the past two years. A focus of this work is to update the RGS to be consistent with the updated OCP's in the region and to ensure that growth is coordinated and managed efficiently and effectively to minimize impact on future generations. The current RGS (2000) identifies that the region supports growth and redevelopment in existing settlement areas with full services prior to supporting growth elsewhere. In addition, proposals for new growth areas shall assess the impact on existing services and facilities, and the ability of local governments and agencies to provide services in a timely, affordable, and effective manner. Undertaking an ASP should incorporate these policies. The review and update of the RGS continues to support these policies relating to new growth areas stressing the importance to assess impacts on services as well as transportation, air quality, natural environment and climate change. The RGS review recognized the subject ASP area as located in the future urban reserve designation in Kelowna's current OCP. The Kelowna OCP states that these lands are not projected to be developed within the 20

year time horizon of the OCP, however it is becoming evident that there are pressures to develop in this area within the 20 year time horizon. The goal of growth management for the region, as identified throughout the RGS review, is to ensure growth is managed efficiently and effectively to minimize impact on future generations. Undertaking an ASP for the area is important to help assess impacts of growth and this is supported through the RGS.

Regional District staff also wishes to bring to your attention Regional District Fringe Areas Development Policy of 2007 (Policy Resolution No. 301/07), part of which states,

“Approval of a land use application may be subject to a boundary expansion by an adjacent community that is able to service the land and proposed development with full urban services and to manage the forest interface. In this instance, approval of the land use application may be subject to an extension of municipal fire protection and water purveyor boundaries and subject to a reduction in interface hazards (e.g. flooding, wildfire, beetle infestation).”

We wish to note that the City of Kelowna initiated an investigation a couple of years ago for a very significant boundary adjustment that proposed to amalgamate lands within the South Slopes OCP and lands in the Ellison area. As part of that investigation, an agent representing the Roman Catholic Church and their 62 ha (154 acre) adjoining parcel within the RDCO (Part of the NW ¼ Sec. 13, Tp. 28) provided a letter to the City of Kelowna indicating their desire to become part of the City. For reasons unknown, the City abandoned the boundary adjustment initiative several months later.

As you are also aware, activities and development occurring at ‘Kelowna Mountain’ has been very contentious over the past several years, and most recently the ‘Kelowna Mountain’ landowner has filed a legal petition in the Supreme Court of B.C. against the Regional District. The legal issue is on-going and has not been resolved to date therefore the Regional District refrains from commenting further on this matter.

In recognition of the above, the Regional District is very concerned that endorsement of the OCP amendment/ASP authorization by the City of Kelowna will lead to further pressure for development to occur in the South Slopes area (both within the City and outside City boundaries). It is prudent that both the City and RDCO work collaboratively to ensure that the public interest is being served prior to approvals being granted that would allow further development to take place in this area.

Should the City of Kelowna decide to allow the OCP amendment/ASP authorization to proceed, the Regional District recommends that the following be included in any Terms of Reference to identify how development of the subject lands will be serviced and to identify all potential impacts and mitigation strategies resulting from those impacts:

- Transportation (road access/road linkages, impact of regional transportation network and transit, pedestrian and bicycle routes, etc.)
- Provision of community water, sanitary sewer & storm drainage/flooding and erosion issues
- Geotechnical & visual impacts
- Environmental assessment(s)
- Parks/Open Space - RDCO Parks Services staff request future consultation on the area sector plan for the Thomson Flats as it develops (noted below). Parks Services has interests in connectivity opportunities between the RDCO, City of Kelowna and Provincial owned lands and parks. Additional RDCO Parks Services objectives and policies can be found in the South Slopes OCP under Section 10 Community Facility, Parks, Recreation and Heritage.
- Utilities
- Emergency services

As there would inevitably be multi-jurisdictional impacts, it is recommended that provincial ministries/agencies and the Regional District be included and consulted with during the ASP process.

Should you have any questions or concerns regarding the above comments, please do not hesitate to contact me.

Regards,

CITY OF KELOWNA

MEMORANDUM

Date: February 03, 2014
File No.: ASP13-0001
To: Policy and Planning Department (DN-B)
From: Development Engineering Manager (SM)
Subject: Plan 28237 Lots 1, 2 W & E Half Quarter Sec 19 TP 29 Thomson Flats

The Development Engineering comments regarding this application to receive authorization to commence preparation of an Area Structure Plan are as follows:

The intent of this application is for the developer to receive Council's approval to proceed with an Area Structure Plan.

As to servicing requirements, it is obvious that upgrades would be required. However, this is no different than any other development. The current and future servicing - water, sanitary, drainage and transportation have set limitations based on the 2010-2030 Official Community Plan. Through a series of studies which would be identified as part of an ASP, required upgrades would be identified so as to expand these limitations. In general, there should be no barriers that would prevent this development from being properly serviced and similarly, there should be no barriers of having this development being integrated into the City's infrastructure. The City's current DCC Program and the current Capital Works Program does not include this development. As such, any offsite infrastructure requirements that are necessary to make this a successful development for both the developer and the City would be at the sole cost of the developer. Other upgrades and the associated costs that are directly attributable to this development would be borne by the developer.

Staff met briefly with the developer and his engineer, and in generalities, the capacities of the existing services were identified and what would be required to facilitate this development.

The following are the initial servicing requirements that have been identified. As the ASP progresses, additional servicing requirements will be identified.

1. Transportation

- A Traffic Impact Assessment (TIA) will be required. Prior to commencing the TIA, an acceptable Terms of Reference is to be to the City's satisfaction. The Terms of Reference will require automobile mobility, pedestrian mobility, transit mobility and cyclist mobility.
- The TIA will determine the impact on the three current principle north-south links to this area - Lakeshore Road/Chute Lake Road, Gordon Drive and Stewart Road West
- The TIA will determine the impact on the current principle east-west links to this area - Frost Road and Barnaby Road. The analysis will determine if the future east-west link - South Perimeter Road is required.
- The TIA will identify recommended upgrades to the various transportation facilities and the timing of these upgrades based on subdivision and lot approvals.

2. Water

- Development of these lands will trigger several projects identified within the existing 2030 20 Year Servicing Plan. In two separate meetings with the Protech Consulting the specific projects were identified and the lead utility engineer was invited to review the existing 20 Year Servicing Plan and the affected projects with the City of Kelowna Infrastructure Planning Division. Staff will then revisit the associated capital planning models and in order to discern how timelines and cost share formulas can be revised to feasibly service the Thomson Flats before 2030. Affected projects include transmission watermain construction, pump station improvements and reservoir expansion.

3. Storm

It is noted that considerable disturbance to the terrain of an upslope neighboring property will pose challenges to designers of drainage system and onsite containment of a development proposal for the Thomson Flats area. Utility Planners will look forward to seeing an proposed ASP including changes to existing drainage corridors and ponds. The number of Detention ponds proposed should be kept to a minimum and protected by SROW for utility maintenance including equipment access.

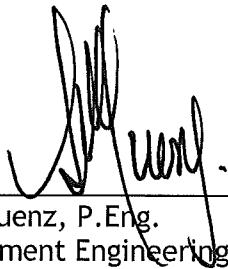
4. Sanitary

A complete analysis of the downstream sanitary sewer system will be required. All upgrades that are required beyond what is indicated as part of the 2030 20Year Servicing Plan will be at the sole cost of the developer.

In granting the authority for this ASP, associated studies would identify solutions to existing and future infrastructure challenges. In particular, an east-west road through the Thompson Flats would ease the traffic concerns on Lakeshore Road and Gordon Drive.

Development Engineering has no further comments at this point in time with regard to this application, however, a comprehensive report will be provided if and when City Council grants authorization to commence the ASP preparation for Thomson Flats.

Based on the above, Development Engineering recommends that the developer receive approval to proceed with an Area Structure Plan.



Steve Muenz, P.Eng.
Development Engineering Manager

JF

Report to Council



Date: February 26, 2014
File: 0710-20
To: City Manager
From: Sandra Kochan, Cultural Services Manager
Subject: 2014 Professional Arts Operating Grant - Ballet Kelowna

Recommendation:

THAT COUNCIL receives, for information, the report dated February 26, 2014 from the Cultural Services Manager;

AND THAT COUNCIL approves a 2014 Professional Arts Operating Grant of \$30,000 for the Kelowna Ballet Society as recommended in the report dated February 26, 2014 from the Cultural Services Manager.

Purpose:

To approve distribution of the 2014 operating grant for Ballet Kelowna.

Background:

On February 3, 2014, Council approved 2014 Professional Arts Operating Grants for the Okanagan Symphony Orchestra and the Alternator Centre for Contemporary Art and directed that staff report back with information and recommendations regarding 2014 funding for the Kelowna Ballet Society.

After announcements early in 2013 that Ballet Kelowna intended to cease operations, a surge of support from the community, funders, donors and sponsors enabled the company to complete most of the 2012/13 season, and stage a 2013/14 season. The 2014 season is well underway. The company is touring the province in March and April, and the season will conclude with a performance at the Kelowna Community Theatre on April 25.

2014 also marks the retirement of founding Artistic Director David LaHay.

In a liaison capacity, staff have been attending monthly meetings of the Society's Board of Directors since May, 2013. This has enabled a good flow of information from a new volunteer Board of Directors handling a major organizational transition.

The organization has retained a number of experienced consultants and former staff who are providing expert advice and support regarding governance, planning, grant procurement and executive recruitment.

The current Board of Directors is listed in Appendix A.

In formulating the funding recommendation in this report, staff have considered the following information provided by the organization:

1. Budgets and financial statements

The organization's fiscal year end is June 30. Operating budgets for 2013/14 and 2014/15 have been reviewed, along with the 2013 unaudited Financial Statements, prepared by Grant Thornton. Highlights from the financial review:

- a) The organization ended its 2013 fiscal year in a good financial position. Due to strong support from funders and the community, cash flow was sufficient to retain administrative staff, the Artistic Director, and six dancers (four professionals and two apprentices) for the 2013/14 season.
- b) Forecasts for the June, 2014 year end are favourable, with a projected surplus of \$30,000. This surplus is an important building block to the implementation of the business plan described below.
- c) Draft budgets for 2015 and 2016 demonstrate projected budget growth of approximately 15 per cent per year. Additional revenues will be realized from members and donors and new earned income streams. A phased approach will allow for a full complement of necessary staff as well as an expanded performance season and increased investment in marketing.
- d) The organization's 2013/14 revenues are primarily derived from these sources:
 - City of Kelowna 9.8 per cent
 - Provincial and federal funders 35.5 per cent
 - Non-government 43.3 per cent
- e) Ballet Kelowna's touring performances provide significant grant and earned revenue, representing approximately 30 per cent of total revenues.

2. A business plan, entitled 'Ballet Kelowna at the Crossroads: Charting a Sustainable Path Forward' was adopted by the Society's Board on February 19, 2014. Highlights from the Plan include:

- The organization has recognized that long-term sustainability and success requires the right balance between artistic production and administrative effectiveness. A new operating model for the organization will include:
 - A new full-time Artistic Director who will fulfill a combination of Executive Director and CEO duties. The recruitment process is underway with final selection expected by June, 2014;
 - A part-time General Manager to be hired in Summer, 2014 who will provide administration, grant-writing and marketing with support from the existing part-time office administrator; and
 - A part-time Ballet Master (contract) who will, under the direction of the Artistic Director, work with the dancers on a daily basis, and manage various educational programs.
- New sources of earned income will decrease the organization's reliance on less predictable sources such as fundraising and enable a longer performance season. For example, with grant support from senior funders, the

establishment of new dance education programs will contribute to the organization's long-term sustainability and amplify the community benefit of a local professional dance company.

- With new staff in place, the organization will be energized to increase local support and attract new audiences.

3. Attendance statistics:

Total attendance for adult and school programs in 2012/13 was just over 19,000 including both Kelowna performances (3,655 adult and school programs) and touring locations (15,352 adult and school programs). Despite the setback in early 2013, this was the strongest season in the company's history.

The performance schedule for 2013/14 is provided in Appendix B.

To date, attendance for 2013/14 stands at 4,380, compared to 12,098 for roughly the same period last year. This is due to the reduced season (19 weeks) and the smaller number of touring performances, most of which are occurring in March, 2014 after the delivery of this report.

Appendix C documents attendance at Kelowna performances. From 2012/13 to 2013/14, the Kelowna adult audience grew by 21.6 per cent (2,775 to 3,374) while school attendance grew by 65.5 per cent (from 880 to 1,456).

Based on the information provided, and the continuing efforts of a dedicated Board of Directors, it is evident that Ballet Kelowna will deliver a 2014/2015 season, and through a carefully managed transition, the organization will be back on firm ground and poised for more success in future years.

Internal Circulation:

Director, Active Living & Culture

Communications Consultant, Communications & Information Services

Existing Policy:

Council Policy 274 - Cultural Policy

Financial/Budgetary Considerations:

Funds to fulfill the grant recommended in this report come from the existing Cultural Services budget. The operating grant for Ballet Kelowna will take up all of the funds remaining in the Professional Arts Operating Grant program for 2014.

External Agency/Public Comments:

This report was prepared in consultation with the Kelowna Ballet Society.

Considerations not applicable to this report:

Legal/Statutory Authority

Legal/Statutory Procedural Requirements

Personnel Implications

Communications Comments

Alternate Recommendation

Submitted by:



S. Kochan, Cultural Services Manager

Approved for inclusion:



J. Gabriel, Director, Active Living & Culture Division

cc: Director, Active Living & Culture Division
Communications Consultant, Communications & Information Services
Interim Executive Director, Ballet Kelowna

Kelowna Ballet Society - Board of Directors 2013-2014

Deborah Ward, Chairperson
(Director, Pacific Interior Pilates)

Lori Larson, Vice-President
(Past Director, The Canadian School of Ballet)

Clare Morrison Kilburn, Secretary
(Physiotherapist, Kelowna Physiotherapy Associates)

James Stewart, Treasurer
(Chartered Accountant, Grant Thornton)

Daniel Spelliscy
(Barrister & Solicitor)

Joan Wilson
(Volunteer Tour Coordinator)

BALLET KELOWNA 2013-2014 SEASON

Fall 2013

The Nutcracker (a collaborative production featuring students from the Canadian School of Ballet and Ballet Kelowna dancers - all performances in Kelowna)

December 5, 2013 - matinee - school show

December 6, 2013 - two shows (matinee - school show and evening - public)

December 7, 2013 - two shows (matinee and evening - public)

December 8, 2013 - matinee - free performance 'Making Memories'

Total: 6 performances

Note: Canada's Royal Winnipeg Ballet touring performance of Romeo & Juliet at the Kelowna Community Theatre on January 28, 2014 was included in the Ballet Kelowna subscription series. Ballet Kelowna had a role in securing this special performance for the community but the show was not a Ballet Kelowna production.

Spring 2014

Innovation (a varied programme including contemporary Canadian choreography, a new commission choreographed by David LaHay set to original music by local composer Neville Bowman, and new choreography by Ballet Kelowna alumna Raelynn Heppell) - all dates are 2014

March 1 - Vernon

March 4 - Trail

March 8 - Summerland

March 10, 12 and 13 - 5 performances for School District 23 locations

March 14 - Salmon Arm

March 22 - Chilliwack

March 23 - Maple Ridge

April 9 - Revelstoke

April 10 - school performance in Revelstoke

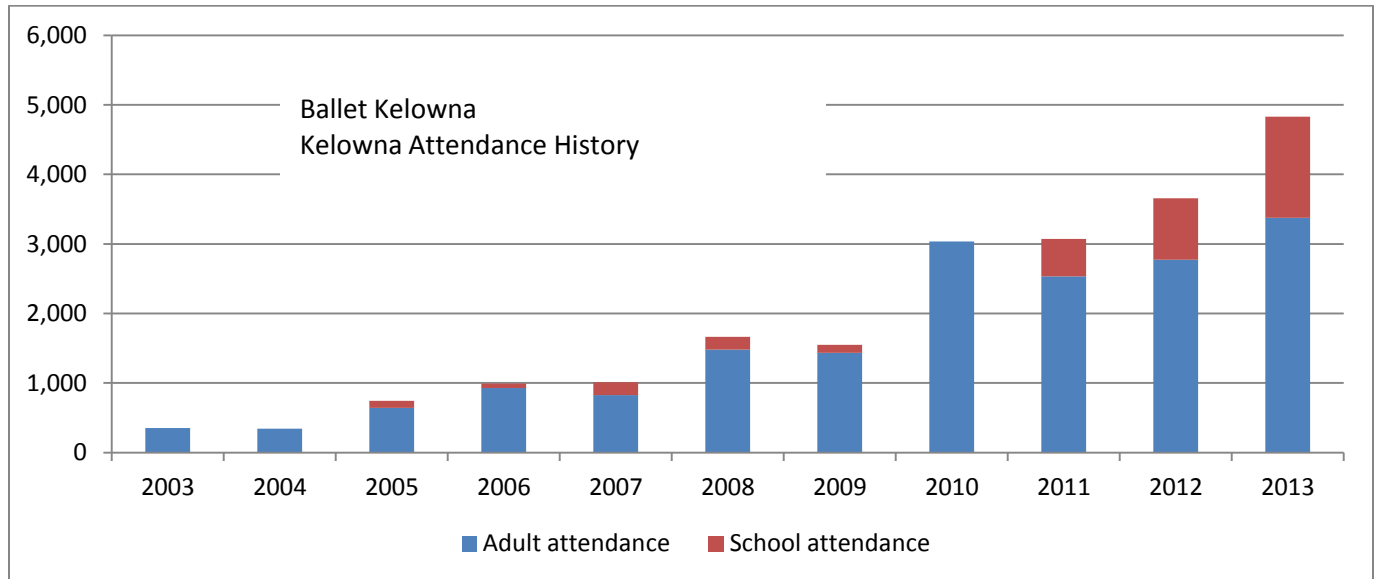
April 11 - Golden

April 13 - Kamloops

April 25 - Kelowna

Total: 16 performances including 6 educational matinees for students

Ballet Kelowna Historical Attendance Data, Kelowna-Only



Report to Council



Date: 2/14/2014
File: 0710-70
To: City Manager
From: Tracy Guidi, Sustainability Coordinator
Subject: Climate Action Revenue Incentive Reporting Requirements

Recommendation:

THAT Council receives, for information, the report from the Sustainability Coordinator, dated February 14, 2014, with respect to the Climate Action Revenue Incentive Program reporting requirements.

Purpose:

To report on the progress made in 2013 and the plans for 2014 to meet the City's climate action goals in order to fulfill the public reporting requirement for the provincial Climate Action Revenue Incentive Grant.

Background:

The Climate Action Revenue Incentive Program (CARIP) is a conditional grant program that provides funding to BC Climate Action Charter signatories equivalent to 100 percent of the carbon taxes they pay directly. This funding supports local governments in their efforts to reduce greenhouse gas emissions and move forward on achieving their Charter goals. The City of Kelowna signed the Charter in 2007¹, and therefore is eligible for the conditional grant provided a public report is made by the March 7, 2014 deadline. The report (see attached: *Climate Action Revenue Incentive Program (CARIP) Public Report for 2013*) must include information on how Kelowna is moving forward on its climate action goals and how the corporation is progressing towards carbon neutrality.

In addition to reporting publicly, Financial Services has completed a Carbon Tax Calculation Form which was submitted to the Province by the February 14 deadline. The City is requesting a return of \$238,567, the total amount of carbon tax the City paid directly in 2013. The funds will be placed in the City's Energy Management Reserve Fund and will be used for

¹ By signing the provincial Climate Action Charter, Kelowna committed to take actions and develop strategies to achieve the following 3 goals: being carbon neutral in corporate operations by 2012; measure and report on community GHG emissions profile; and create complete, compact, energy efficient rural and urban communities.

capital or operational projects that help lower energy and greenhouse gas emissions. In the past, these funds have gone to support the high efficiency chiller at Rutland Arena, Okanagan Energy Diet and the Climate Smart Business initiative. Projects to be funded in 2015 from this fund will be prioritized and selected through the annual capital planning process.

In 2013, the City completed a variety of projects, both at the community and corporate level, consistent with the Official Community Plan's 33% community greenhouse gas reduction target. The City is moving forward and providing tools to help its citizens adopt a low carbon lifestyle. Below are some of the 2013 Corporate and Community highlights to reduce GHG emissions. A comprehensive list for 2013 and plans for 2014 is provided in the attached *Climate Action Revenue Incentive Program (CARIP) Public Report for 2013*.

2013 Community Highlights

- Formed 'Sustainable Transportation Partnership of Central Okanagan'
- Expanded active transportation networks including:
 - 2,880 m of sidewalk
 - 2,100 m of bike lanes
 - Bike detection system at Highway 97 and Leathead/Enterprise intersection
 - Green shared-use crossings at 8 locations
 - Green bike lanes at 8 locations
 - Green bike box at 1 location
 - Began construction of phase 2 of the Rails with Trails corridor
- Completed the Rutland Transit Exchange to enhance access to this commercial core via public transit while at the same time improving the economic opportunity of the private sector to invest in redevelopment of this urban centre.
- Completed a Regional Household Travel Survey to better understand current mobility habits to make more informed infrastructure and service decisions in the future.
- Implemented a smartTrips neighbourhood trip planning program in the Springvalley area
- Supported Okanagan Car Share Co-op
- Construction began on the landfill gas to pipeline facility at Glenmore landfill with FortisBC
- Supported Fortis BC's Okanagan Energy Diet Program by offering \$25 per participant towards pre energy assessment costs
- Planted 4,500 seedlings and 206 trees in parks and public property
- 400 trees purchased and planted on private property by residents through the *Neighbourwoods* program, thanks in part to a grant from Air Wick Canada's Freshest Smelling Location Contest
- Achieved FCM Partners for Climate Protection Milestone 4 for implementing the *Community Climate Action Plan*
- Won the 2013 FCM Sustainable Communities Award for the Community Climate Action Plan and Corporate Energy and Emissions Plan. The award celebrates best practices in sustainable community development.

2013 Corporate Highlights

- Implemented the following energy efficiency upgrades:
 - White roof at Rutland Arena East to reduce solar load during summer
 - Lighting and chiller upgrades at Rutland Arena East
 - New condenser at Memorial Arena to reduce electrical consumption

- New cooler for the Art Gallery to reduce electrical consumption
- Delivered “Smart Driver” training to over 200 employees
- Improved the City’s vehicle fleet by:
 - Adding another bike to fleet for total of 13 bikes at 7 facilities
 - Replaced sidewalk inspection vehicle with an electric bike
 - Purchased energy efficient vehicles including hybrid bucket truck, hybrid parking enforcement vehicle, and high density landfill compactor
- Recruited 22 sustainability advocates from various City facilities to promote sustainability message and programs

As part of the reporting, the Province requires local governments to report on corporate emissions and “progress towards carbon neutrality.” Utilizing FAME and SmartTool software, Infrastructure Planning tracks emissions and energy consumption for corporate operations and facilities. At the time of this report all of the corporate energy data for 2013 was not available for reporting. Data will be finalized and reported to Council prior to the provincial June 2 deadline.

Internal Circulation:

Community Planning and Real Estate Divisional Director
 General Manager Infrastructure
 Civic Operations Divisional Director
 Director Regional Services
 Director Communications
 Director, Subdivision, Agriculture & Environment
 Director, Development Services
 Design & Construction Director
 Financial Accounting Manager
 Regional Programs Manager
 Parks Services Manager
 Long Range Planning Manager
 Urban Planning Department Manager
 Grants & Partnerships Manager
 Utility Services Manager
 Manager/Deputy Approving Officer
 Transportation & Mobility Manager
 Manager, Parks & Public Places
 Manager, Building Services
 Solid Waste Supervisor
 Water Quality & Pumpstations Supervisor
 Urban Forestry Supervisor
 Fleet Services Supervisor
 Wastewater Treatment Supervisor
 Engineering Traffic Technician
 Communications Advisor
 Environmental Coordinator

Existing Policy:

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

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

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

Financial/Budgetary Considerations:

To be eligible for the Climate Action Revenue Incentive Program (CARIP) grant, a copy of the interim CARIP report must be made public and submitted to the Province by March 7th, 2014, and finalized by June 2, 2014. Financial Services has already submitted the 2013 CARIP Carbon Tax Calculation Form to the Province to meet the February 14, 2014 deadline requesting \$238,567 for the 2013 reporting year.

Note: local governments that do not submit a CARIP Public Report to the Province by the deadline of March 7, 2014 will not be eligible for their 2013 CARIP Grant.

External Agency/Public Comments:

As the Regional Waste Reduction Office provides waste reduction for the entire region, Cynthia Coates, Waste Reduction Facilitator, Regional District of Central Okanagan provided a synopsis of waste reduction projects and programs for the CARIP report.

Communications Comments:

A copy of the CARIP Reporting Template will be posted on kelowna.ca.

Considerations not applicable to this report:

Legal/Statutory Authority:

Legal/Statutory Procedural Requirements:

Personnel Implications:

Alternate Recommendation:

Submitted by:

T. Guidi, Sustainability Coordinator

Approved for inclusion:



D. Noble-Brandt, Policy and Planning Department Manager

Attachments:

Climate Action Revenue Incentive Program (CARIP) Public Report for 2013

cc:

Community Planning and Real Estate Divisional Director
General Manager Infrastructure
Civic Operations Divisional Director
Director Regional Services
Director Communications
Director, Subdivision, Agriculture & Environment
Director, Development Services
Design & Construction Director
Financial Accounting Manager
Regional Programs Manager
Parks Services Manager
Long Range Planning Manager
Urban Planning Department Manager
Grants & Partnerships Manager
Utility Services Manager
Manager/Deputy Approving Officer
Transportation & Mobility Manager
Manager, Parks & Public Places
Manager, Building Services
Solid Waste Supervisor
Water Quality & Pumpstations Supervisor
Urban Forestry Supervisor
Fleet Services Supervisor
Wastewater Treatment Supervisor
Engineering Traffic Technician
Communications Advisor
Environmental Coordinator

Climate Action Revenue Incentive Program (CARIP) Public Report for 2013

February 2014

Policy & Planning
1435 Water Street
Kelowna, BC V1Y 1J4
TEL 250 469-8610
FAX 250 862-3349
tguidi@kelowna.ca

kelowna.ca

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Community Wide Actions for 2013

1.1 Measure

Community Wide Measurement Actions

Question	Have you been using the Community Energy and Emissions Inventory (CEEI) to measure progress? What else have you been using instead of/in addition to CEEI?
Answer	Yes
Additional Information	It would be helpful to have more timely information for the CEEI.

1.2 Plan

Community Wide Targets

Question	Does your OCP(s) have targets, policies and actions to reduce GHG emissions, as per the requirements under the <i>Local Governments Act</i> (LGA)? If yes, please identify the targets set. If no or in progress, please comment.
Answer	Yes
Additional Information	The City of Kelowna will, in partnership with: senior governments; local residents and businesses; NGOs; external agencies; and utility providers, work towards reducing community greenhouse gas emissions by 33% (from 2007 levels) by 2020.

1.3 Reduce

Supportive Community Wide Actions

Action Type	Broad Planning
Actions Taken this Year	<ul style="list-style-type: none">Completion of research component of phase 1 of the Regional Airshed Management Plan
Proposed Actions for Next Year	<ul style="list-style-type: none">Completion of Phase 2 - Consultation and Preparation of the Final Regional Airshed Management Plan

Action Type	Green Space
Actions Taken this Year	<ul style="list-style-type: none"> Implementation team reviewed Sustainable Urban Forestry Strategy Educate residents with pesticide free campaign
Proposed Actions for Next Year	<ul style="list-style-type: none"> Implementation team to select 6 actions from the Sustainable Urban Forestry Strategy and implement in 2014 Educate residents with pesticide free campaign

Action Type	Transportation
Actions Taken this Year	<ul style="list-style-type: none"> Undertook a Regional Household Travel Survey in the Fall Assisted in UBCO Student Transit Ridership Satisfaction Survey The Sustainable Transportation Partnership of the Central Okanagan was formed Okanagan College U-Pass discussions initiated with Student Union and OC Administration and Kelowna Regional Transit Carpool promotions 13 Bike Skills Rodeos at School District 23 elementary schools (http://www.smarttrips.ca/CM/Page4139.aspx) Ongoing support of Okanagan Carshare Co-op in development of regional car share program Renewed ad contracts for benches / shelters and bus advertising with increased revenue in support of bus stop improvements and maintenance Multi-modal cross sections update for Subdivision, Development and Servicing Bylaw initiated (Bylaw 7900)
Proposed Actions for Next Year	<ul style="list-style-type: none"> Report out results of Regional Household Travel Survey Report results of UBCO Student Survey worked anticipated to begin on Regional Strategic Transportation Plan Okanagan College Upass negotiation Carpool programs and transit promotion on new routes Pedestrian and Cycling Master Plan Complete transportation updates to Subdivision, Development and Servicing Bylaw (Bylaw 7900) including: <ul style="list-style-type: none"> Multi-modal cross sections Update Transportation Network Configuration and Functional Systems Concept design of 4 active transportation corridors Detailed design of Ethel Active Transportation Corridor (Harvey - Bernard) Design of 1,400 m of bike lanes Design of 3,845 m of sidewalks Concept design of Snowsnel St. frontage improvements

Action Type	Waste
Actions Taken this Year	<ul style="list-style-type: none"> Completed two comprehensive waste compositions studies at the Glenmore Landfill. Shows 13% reduction in recyclables coming from commercial sector and 20% reduction in recyclables going into onsite transfer bins. Continued to promote Paper Free Home program. Ran radio contests encouraging homes to take the pledge to become paper free. Outreach and education through various community events. Continued use of RFID and camera technology to target education and bylaw enforcement related to residential waste disposal Conducted public survey to gauge impact of waste reduction programs
Proposed Actions for Next Year	<ul style="list-style-type: none"> Signed contract with Multi-Material BC for the Printed Paper and Packaging Stewardship Program Illegal dumping prevention program and enhanced mapping of past and present illegal dump sites Continued promotion of community cleanup month and 20 minute makeover event Planning to host a repair café event in the fall. Skilled people pass on tips and tricks to repairing items rather than having them tossed away.

Action Type	Water/Sewer
Proposed Actions for Next Year	<ul style="list-style-type: none"> Consider strategies for reduction of peak irrigation demand, evaluate and implement.

Action Type	Other Actions
Actions Taken this Year	<ul style="list-style-type: none"> Earth Hour promotions
Proposed Actions for Next Year	<ul style="list-style-type: none"> Earth Hour promotions

Direct Community Wide Actions

Action Type	Buildings
Actions Taken this Year	<ul style="list-style-type: none"> Partnered with FortisBC on the Okanagan Energy Diet by providing \$25 rebate for any Kelowna resident taking part in the program

Action Type	Energy Generation
Actions Taken this Year	<ul style="list-style-type: none"> Construction of a landfill gas to pipeline facility in cooperation with FortisBC
Proposed Actions for Next Year	<ul style="list-style-type: none"> Landfill gas to pipeline project to be operational by spring 2014. The average volume of LFG is expected to be 51,000 GJ per year.

Action Type	Transportation
Actions Taken this Year	<ul style="list-style-type: none"> Expansion of on-street Bike Locker Program (3 new) 30 new on street bike racks Bike to Work/School Week smartTrips Neighbourhood Travel Program delivered in Springvalley neighbourhood Participation in Carpool.ca week Began construction of Rails-with-Trails Phase 2 project between Spall Road and Dilworth Dr., a 1.2 km extension of the active transportation corridor Completed Rutland Centre Transit Exchange to enhance access to this commercial core via public transit while at the same time improving the economic opportunity of the private sector to invest in redevelopment of this urban centre. Started work on Highway 97 Rapid Bus stations at Richter St. and Gordon Drive constructed 2,880 meter of sidewalk installed bike detection system at Hwy 97 and Leathead/Enterprise intersection installed 8 green shared-use crossings installed green bike lanes at 8 locations installed a green bike box at one intersection constructed 2,100 meters of bike lanes"
Proposed Actions for Next Year	<ul style="list-style-type: none"> Bike to Work Week 2014 School Travel Planning / Safe Routes to School program to be delivered in one partner community Bike to Work/School Week 2014 Completion of the Rapid Bus Phase 2 & 3 project including exchange at Okanagan College and Pandosy Village Upgrades to Queensway Transit Exchange Frequent transit service to be introduced on Gordon Drive between Mission Recreation Center and Downtown Kelowna Implementation of new Gordon Drive transit service Re-design and implementation of inner transit routes to create direct route access to Kelowna General Hospital

	<ul style="list-style-type: none"> • Construction of Lakeshore Active Transportation Corridor from Cook Rd - Lexington Dr. • Construct 4,080 m of bike lanes • Install bike detection/activation at various locations • Improve bike crossing at Gordon/Casorso intersection • Install bike racks/lockers at various locations • Installation of wayfinding on active transportation corridors • Construct 2,985 m of sidewalks • Installation of 5 pedestrian activated flashers • Construct 4 enhanced pedestrian crossings • Replace 500 m of shared use pathway and replace 3 walkways
--	--

Action Type	Waste
Actions Taken this Year	<ul style="list-style-type: none"> • Held two Community Trunk Sale Events in 2013 (opportunity for multifamily residents to sell off reusable items) • Composter Sale. Sold more than 680 units throughout the region • Commercial Waste Diversion Program continued to encourage commercial, industrial and construction sectors to reduce recyclables going to landfill • Furniture deconstruction program resulted in 4200 pieces of furniture deconstructed. 58% were mattresses or box springs. • Continued a year round household hazardous waste collection facility (5347 users in 2013) • Over 900 volunteers participated in community cleanup events over the year."
Proposed Actions for Next Year	<ul style="list-style-type: none"> • Continue with Furniture Deconstruction Program. • Continue with Commercial Waste Diversion Program. • Implementation of the new Provincial Printed Paper and Packaging Stewardship program. Program includes a number of new recyclable items and will require extensive education of local residents. • Two Trunk Sales planned • Composter Sale planned"

Action Type	Water/Sewer
Actions Taken this Year	<ul style="list-style-type: none"> • Landscape and irrigation assessments for residential customers as requested
Proposed Actions for Next Year	<ul style="list-style-type: none"> • Landscape and irrigation assessments for residential customers as requested"

Action Type	Green Space
Actions Taken this Year	<ul style="list-style-type: none"> Planted 206 trees in parks and on public property (85 of which were at Lions Park due to a grant from TD Canada Trust) 400 trees were purchased by citizens through the City's Neighbourwoods program. This year the program was supported by a grant from Air Wick Canada's Freshest Smelling location contest. 4500 seedlings planted Stewardship activities include Adopt A Stream (32 groups including 3 new ones) for a total of 732 volunteer hours. 118 volunteers painted 240 storm drains through the Yellow Fish Road program 32 no disturb covenants and dedications 2812 m² of Okanagan Lake Foreshore restoration and rehabilitation through development 83,771 m² of streamside restoration and rehabilitation through development 135,700 m² of natural slope restoration and rehabilitation through development
Proposed Actions for Next Year	<ul style="list-style-type: none"> Implementation team selected the top 6 recommendations from the Sustainable Urban Forestry Strategy plan to complete them before year end Plan to plant 100 - 150 trees Will plant approximately 2500 seedlings Neighbourwoods will be offered again with 350 - 400 trees available for purchase. Adopt a Stream and Yellow Fish Road programs will continue

Question	Is there any activity that you have been engaged in over the past year(s) that you are particularly proud of and would like to share with other local governments? Please describe and add links to additional information where possible.
Answer	<ul style="list-style-type: none"> The City received FCM Partners for Climate Protection Milestone 4 for both Corporate and Community climate action work Received the FCM's 2013 Sustainable Communities Award for Kelowna's Community Climate Action Plan and Corporate Energy and GHG Emissions Plan

Corporate Actions for 2013

2.1 Measure

Corporate Measurement Actions

Question	What steps has your local government taken toward completing its corporate emissions inventory?
Answer	The City of Kelowna completed its emissions inventory in 2011 as part of the Corporate Energy and Emissions Plan .

Question	What tool are you using to measure, track and report on your corporate emissions?
Answer	FAME and Smart Tool Software programs

2.2 Reduce

Supportive Corporate Actions

Action Type	Transportation
Actions Taken this Year	<ul style="list-style-type: none">Delivered Smart Driver program to approximately 200 employees
Proposed Actions for Next Year	<ul style="list-style-type: none">Continue to deliver Smart Driver training to more employees

Action Type	Water/Sewer
Actions Taken this Year	<ul style="list-style-type: none"> Complete irrigation training and pre-qualification for City of Kelowna contractors to ensure compliance with irrigation standards

Action Type	Other Actions
Actions Taken this Year	<ul style="list-style-type: none"> The Sustainability Action Team created a network of 22 Sustainability Advocates at 8 different City facilities that promote and encourage sustainability within their workplace
Proposed Actions for Next Year	<ul style="list-style-type: none"> The Sustainability Advocate program will continue to be expanded by the Sustainability Action Team

Direct Corporate Actions

Action Type	Building and Lighting
Actions Taken this Year	<ul style="list-style-type: none"> Re-roofing of Rutland Arena East with a white roof to reduce the solar load during the summer Replacement of metal halide lights with T5 lights in Rutland East. This will reduce the lighting heat load in the arena and electrical consumption for the building Replacement of Shell and Tube chiller with Plate and Frame chiller for Rutland East. This will reduce the BHP/Ton on the Refrigeration plant New condenser complete with VFD for Memorial Arena will reduce electrical consumption New Closed Circuit Fluid Cooler for the Art Gallery complete with VFD will reduce electrical consumption Geothermal and radiant floor heating project designed to help reduce the airport's overall carbon footprint Added 4 solar lighting equipped transit shelters
Proposed Actions for Next Year	<ul style="list-style-type: none"> Wastewater Treatment Energy Management Program: Install gas meters at various location throughout the facility to monitor individual process areas for consumption Install inline polymer mix valves to increase the effectiveness of polymer to reduce usage Install room temp monitoring and controls to gather information on and control room temperature Install power monitoring equipment and software to allow monitoring of

	<p>equipment and unit process to gather information and highlight high usage equipment and unit processes</p> <ul style="list-style-type: none"> • Replacement of metal halide lights with T5 lights in Rutland West and memorial Arena. This will reduce the lighting heat load in the arena and electrical consumption for the building. • Building Optimization for Cityhall, H2O and the WWTP. • Ice resurfacing pilot project will involve installing vortex mechanical de-aerator technology, which if successful would result in significant reduction in gas consumption and cost to heat hotwater for ice maintenance.
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Action Type	Fleet
Actions Taken this Year	<ul style="list-style-type: none"> • The Sustainability Action Team added an additional bike in the corporate bike fleet (currently 13 bikes at 7 facilities) • Incorporated an electric bike into the fleet to be used for activities such as sidewalk inspections and ditch line inspections. • Purchased 1 hybrid bucket truck, 1 hybrid parking enforcement vehicle, 2 economy transit vans • Purchased high density landfill compactor to reduce run time. • Continue using 5-15% biodiesel blend for all diesel equipment. • Purchased 2 high fuel efficient 4 cylinder engine trucks to replace traditional 8 cylinder gasoline engines • Incorporate an on-site 3rd party parts procurement program which will consolidate part delivery and pickup reducing fuel consumption and kilometers travelled
Proposed Actions for Next Year	<ul style="list-style-type: none"> • Expand the Fleet Management System to encourage user groups to monitor route planning, vehicle usage, etc. • Purchase an electric bike to be used by Parks for Irrigation Inspection and repair • Will pilot a joint carshare program with Okanagan Carshare (OGO) in 2014 • Will continue purchasing fuel economy wise vehicles including hybrid

Action Type	Waste
Actions Taken this Year	<ul style="list-style-type: none"> • The Sustainability Action Team continued the composting project at City Hall
Proposed Actions for Next Year	<ul style="list-style-type: none"> • Composting will be expanded to Parkinson Recreation Centre facility by the Sustainability Action Team

Action Type	Other Actions
Actions Taken this Year	<ul style="list-style-type: none"> • Had a contest for City employees to encourage them to participate in Earth Hour
Proposed Actions for Next Year	<ul style="list-style-type: none"> • Developing green events and meetings guidelines

2.3 Corporate Innovation

Question	Is there any activity that you have been engaged in over the past year(s) that you are particularly proud of and would like to share with other local governments? Please describe and add links to additional information where possible.
Answer	The Sustainability Action Team is working on “Green Events and Meetings” guidelines and procedures for City meetings.

Carbon Neutral Progress Reporting

3.1 Carbon Neutral Progress Reporting

Emissions/Offsets	Tonnes CO2e
Annual corporate emissions using SMARTTool or equivalent inventory tool	6200
<i>Emissions from services delivered directly by the local government</i>	6200
<i>Emissions from contracted services</i>	
Less: GHG reductions being claimed for this reporting year from Option 1 - GHG reduction project	0
<i>Energy Efficient Building Retrofits and Fuel Switching</i>	
<i>Solar Thermal</i>	
<i>Household Organic Waste Composting</i>	
<i>Low Emissions Vehicles</i>	
Less: GHG reductions being claimed for this reporting year from Option 2 - GHG reduction projects	0
<i>Option 2 Project A</i>	
<i>Option 2 Project B</i>	
<i>Sum of Other Option 2 Projects (if you have added projects below)</i>	0
Less: Offsets purchased for this reporting year (Option 3). Please identify your offset provider in the offset provider information section below.	
Balance of corporate emissions for this reporting year. <i>(If the corporate emissions balance is zero, your local government is carbon neutral for this reporting year)</i>	6200
Additional "Option 2" Projects	
<i>Option 2 Project C</i>	
<i>Option 2 Project D</i>	
<i>Option 2 Project E</i>	
<i>Option 2 Project F</i>	
<i>Option 2 Project G</i>	
<i>Option 2 Project H</i>	

3.2 Making Progress on Your Carbon Neutral Commitment

Question	If your community has not achieved carbon neutrality for this reporting year please describe the actions that you intend to take next year to move you toward your carbon neutral goal.
Answer	<p>The City's Mission Statement is to lead the development of a safe, vibrant and sustainable City. We have many success stories related to becoming a more active and environmentally sustainable City. In 2014 we will build on these successes through a number of programs and significant capital investment in sustainable infrastructure including:</p> <ul style="list-style-type: none">• \$6.4 million in transit improvement,• \$300,000 investment in cycling network• \$2.0 million investment in pedestrian network• \$1.5 million in Park Trails• Energy efficient building design for all new civic buildings including the planned Police Service Building. <p>The City maintains all CARIP funds in a reserve (Carbon Energy Reserve) and uses these funds exclusively for capital projects, programs and operational costs that reduce GHG's and/or report on corporate GHG emissions.</p>

Note: This is an interim report for 2013 emissions. All utility bill information has not been received. An update report on the 2013 annual corporate emissions will be publicly presented prior to the June 2nd provincial deadline.

Report to Council



Date: February 27, 2014
File: 0505-15
To: City Manager
From: R. Mayne, Divisional Director Corporate and Protective Services
Subject: DKA Sidewalk Sweeper Purchase Feb 27 2014

Recommendation:

THAT Council approve the purchase of a sidewalk sweeper/scrubber for the Downtown Kelowna Association (DKA) for an amount not to exceed \$83,000.

AND THAT the 2014 Financial Plan be amended to include \$83,000 for this purchase with funding from the Capital Works and Machinery Reserve (\$63,000) and a contribution from the Downtown Kelowna Association (\$20,000).

AND FURTHER THAT Council authorize the City Clerk to enter into an annual rental agreement based on the terms and conditions in the report of the Divisional Director Corporate and Protective Services Director dated February 27, 2014.

Purpose:

To approve the purchase of a replacement sidewalk sweeper / scrubber for use in the downtown area including parkades, promenade and transit area and to amend the annual Financial Plan accordingly.

Background:

In October 2004 the City acquired on behalf of the DKA a sidewalk sweeper/scrubber. The DKA uses this machine to deliver on their contract with the City to provide sweeping and scrubbing services to the downtown area including the Queensway transit area, the two downtown parkades, and City Park and Waterfront Park promenades. The DKA also uses this sweeper to maintain Bernard Avenue and other downtown sidewalks.

It was anticipated that the original sweeper would last from approximately 2004 to 2011. The DKA has been able to extend the useful life of the machine to ten years through effective maintenance. With increasing operating costs, it is now desirable and cost effective to replace the unit.

Staff is recommending the replacement of the sweeper be completed through the City due to DKA's restriction of contracting debt obligations beyond the current year as stated in the DKA business improvement area bylaw.

As part of the agreement the DKA will pay annual rent for the machine and contribute \$20,000 up-front as per their approved budget. By acquiring the sweeper through City reserve and obtaining repayment to the reserve through annual, year to year, DKA rental payments, the reserve will be fully repaid within four years. Once the purchase is fully recovered the City will transfer ownership to the DKA for a nominal fee.

The DKA have committed to paying the maintenance and operating costs if the City purchases a sidewalk scrubber.

Understanding that the DKA is responsible for the cleanliness of the sidewalks and boulevards we are recommending this purchase. It is in the City's interest to ensure that the downtown is maintained to the highest standard, which can be achieved in partnership with the DKA. The DKA is considering its options for the 2019-2023 renewal period for the future replacement of the new unit.

Internal Circulation:

Director Financial Services
Supervisor Fleet Services
City Clerk
Revenue Manager

Legal/Statutory Authority:

The Kelowna Downtown Business Improvement Area Bylaw 10880

Financial/Budgetary Considerations:

The Capital Works and Machinery Statutory reserve will be repaid through the collection of annual rent from the DKA and will be fully recovered in 2018.

Considerations not applicable to this report:

Legal/Statutory Procedural Requirements:

Existing Policy:

Personnel Implications:

External Agency/Public Comments:

Communications Comments:

Alternate Recommendation:

Submitted by:

R. Mayne, Divisional Director Corporate and Protective Services

cc: J Creron, Divisional Director Civic Operations
K Grayston, Director Financial Services

DRAFT RESOLUTION

Re: Rotary Air Show - July 30, 2014

THAT Council authorizes the Canadian Forces Snowbirds to conduct over-flights, abiding by all regulations applicable for this activity at no lower than 500 feet above obstacles over Lake Okanagan in front of Waterfront Park, during the Rotary Air Show event scheduled for July 30, 2014. This approval includes the July 29, 2014 arrival of the Snowbirds through to their departure on August 1, 2014, and is subject to approval of Transport Canada and compliance with all related flight requirements.

BACKGROUND:

See attached.

Date: February 26, 2014



Dr. Peter J Schultz
Past President, Rotary Club of Kelowna
396 Braeloch Rd
Kelowna, BC, V1W 4J2

250-470-9228
Peter.Rotary5060@gmail.com

18 February 2014

Mayor Gray
City of Kelowna
Kelowna, BC

Re: Rotary Air Show 30 July 2014

Dear Walter,

The RCAF Snowbirds require a letter from the Mayor of any City hoping to host their air show. We have confirmed their availability for a show in Kelowna on Wednesday 30 July, 2014.

I have attached a copy of the type of letter they request, which the Snowbirds have provided for our use, and would ask if you could please prepare a letter on City of Kelowna letterhead addressed to:

Capt Steve "Houdini" MacDonald
Canadian Forces Snowbirds
Snowbird 11, Team Coordinator & Safety Pilot
Stevemac215@gmail.com with a copy to SpecialEvents@forces.gc.ca

You can send the letter directly to me if you like and I will forward it where required.

Regards,

Peter Schultz,
Past-President, Rotary Club of Kelowna (2012-13)