

City of Kelowna

Regular Council Meeting

AGENDA



Monday, February 16, 2015
1:30 pm
Council Chamber
City Hall, 1435 Water Street

Pages

1. Call to Order

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

2. Confirmation of Minutes

4 - 7

Regular PM Meeting - February 2, 2015

3. Public in Attendance

3.1 Kelowna Lady of the Lake & Princess Fall Report to Council

8 - 31

Presentation by Miss Kelowna, Brooke Mapstone, and Kelowna's Princess, Melissa Curatolo.

3.2 Heritage Week Presentation

32 - 53

Presentation by Linda Digby, Committee Member, Heritage Week Committee.

3.3 City of Kelowna Heritage Grants Program

54 - 55

For Council to receive information on the City of Kelowna Heritage Grants Program administered by the Central Okanagan Heritage Society.

3.4 Heritage Grants Program Presentation

56 - 112

Annual presentation by Peter Chataway, Committee Member, City of Kelowna Heritage Grants Program.

4. Development Application Reports & Related Bylaws

- 4.1 1027 Clement Avenue, OCP14-0025 & Z14-0038 - Okanagan Valley Construction Ltd. 113 - 130**

To amend the future land use designation of the subject property and to rezone the subject property in order to accommodate the development of a four dwelling multiple family residential unit.

- 4.2 1027 Clement Avenue, BL11059 (OCP14-0025) - Okanagan Valley Construction Ltd. 131 - 131**

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

To give first reading to Bylaw No. 11059 in order to change the future land use designation of the subject property.

- 4.3 1027 Clement Avenue, BL11060 (Z14-0038) - Okanagan Valley Construction Ltd. 132 - 132**

To give Bylaw No. 11060 first reading in order to rezone the subject property.

5. Bylaws for Adoption (Development Related)

- 5.1 828, 834, 871 & 877 McCurdy Place, BL11039 (Z14-0045) - Harmony Homes Limited 133 - 133**

To adopt Bylaw No. 11039 in order to rezone the subject properties.

6. Non-Development Reports & Related Bylaws

- 6.1 South Perimeter Road Project - Memorandum of Understanding 134 - 138**

To seek Council's approval of the MOU for the South Perimeter Road Project and authorize the Mayor and Clerk to sign the MOU.

- 6.2 Water Utility Rates 139 - 148**

To provide Council with information on water costs and to obtain approval for water utility rates for 2015 and 2016.

- 6.3 BL11057 - Amendment No. 5 to Water Regulation Bylaw No. 10480 149 - 155**

To give Bylaw No. 11057 first, second and third readings in order to amend Water Regulation Bylaw No. 10480.

- 6.4 Wastewater Utility Rates 156 - 161**

To provide Council with information on wastewater utility costs and revenues and to obtain approval for 2015 and 2016 wastewater rate increases.

6.5 BL11058 - Amendment No. 33 to Sewerage System User Bylaw No. 3480 162 - 163

To give Bylaw No. 11058 first, second and third readings in order to amend Sewerage System User Bylaw No. 3480.

6.6 Proposed Road Closure - Adjacent to 519, 529 & 539 Truswell Road 164 - 166

The closed road is to be consolidated with the adjacent properties to facilitate the construction of Phase II of the Water's Edge development. A statutory right of way to ensure public and emergency access to Mission Creek is to be registered concurrently.

6.7 Road Closure Bylaw, BL11048 - Portion of Road Adjacent to 519, 529 & 539 Truswell Road 167 - 168

To give Bylaw No. 11048 first, second and third readings.

7. Mayor and Councillor Items

8. Termination



City of Kelowna Regular Council Meeting Minutes

Date: Monday, February 2, 2015
 Location: Council Chamber
 City Hall, 1435 Water Street

Council Members Present: Mayor Colin Basran and Councillors Maxine DeHart, Gail Given, Tracy Gray, Charlie Hodge, Brad Sieben, Mohini Singh and Luke Stack

Council Members Absent: Ryan Donn

Staff Present: City Manager, Ron Mattiussi; City Clerk, Stephen Fleming; Urban Planning Manager, Ryan Smith*; Director, Community Planning & Real Estate, Doug Gilchrist*; Development Engineering Manager, Steve Muenz*; Cultural Services Manager, Sandra Kochan*; Community Recreation Coordinator, Caroline Ivey*; Bylaw Services Manager, Greg Wise*; and Council Recording Secretary, Arlene McClelland

(* denotes partial attendance)

1. Call to Order

Mayor Basran called the Hearing to order at 1:30 p.m.

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

2. Confirmation of Minutes

Moved By Councillor Stack/Seconded By Councillor DeHart

R073/15/02/02 THAT the Minutes of the Regular Meeting of January 26, 2015 be confirmed as circulated.

Carried

3. Development Application Reports & Related Bylaws

3.1 1539-1541 Bedford Avenue, 1507-1511 Dickson Avenue & 1517-1521 Dickson Avenue (Z14-0050), Supplemental Report - Al Stober Construction Ltd.

Staff:

- Provided a PowerPoint Presentation summarizing the report and responded to questions from Council.
- Confirmed that all three staff report recommendations regarding traffic improvements would need to be completed.
- Confirmed that the traffic light installed at Burtch and Sutherland Avenues was a staff initiative rather than a requirement of development and had been approved by Council as part of the budget process.
- Responded to questions pertaining to off-site parking in the area.

Moved By Councillor Sieben/Seconded By Councillor Given

R074/15/02/02 THAT Council receives for information, the Supplemental Report from the Urban planning Department dated January 26th, 2015 with respect to Rezoning Application No. Z14-0050;

AND THAT the Zone Amending Bylaw No. 11051 be forwarded to the February 17th, 2015 Public Hearing for further consideration;

AND THAT final adoption of the Zone Amending Bylaw be subsequent to the following additional condition:

1. That the traffic improvements as identified in the Supplemental Council Report dated January 26th 2015 be completed prior to the issuance of the occupancy permit for the subject property.

Carried

4. Bylaws for Adoption (Development Related)

4.1 822 McCurdy Place, BL11040 (Z14-0046) - Hyatt Auto Sales Ltd.

Moved By Councillor Gray/Seconded By Councillor Hodge

R075/15/02/02 THAT Bylaw No. 11040 be adopted.

Carried

5. Non-Development Reports & Related Bylaws

5.1 Quarterly Report Update

Staff:

- Provided a PowerPoint Presentation displaying the quarterly report highlights and responded to questions from Council.

Moved By Councillor Singh/Seconded By Councillor DeHart

R076/15/02/02 THAT Council receives, for information, the Quarterly Report from the Divisional Director, Community Planning & Real Estate dated January 28, 2015.

Carried

5.2 2015 Cultural Operating and Project Grants

Staff:

- Provided a PowerPoint Presentation summarizing the Cultural Grants and responded to questions from Council.

Moved By Councillor Given/Seconded By Councillor Hodge

R077/15/02/02 THAT Council receives, for information, the list of 2015 recipients for cultural Operating and Project Grants as outlined in the report from the Cultural Services Manager dated February 2, 2015.

Carried

5.3 2015 Professional Arts Operating Grants

Staff:

- Provided an overview of the Professional Arts Grants and responded to questions from Council.

Moved By Councillor Stack/Seconded By Councillor Hodge

R078/15/02/02 THAT Council receives, for information, the report dated February 2, 2015 from the Cultural Services Manager;

AND THAT Council approves 2015 Professional Arts Operating Grants as recommended in the report dated February 2, 2015 from the Cultural Services Manager, for the following organizations: - \$25,000 to the Okanagan Artists Alternative Association (operating as Alternator Centre for Contemporary Art); - \$55,000 to the Okanagan Symphony Society; and - \$30,000 to the Kelowna Ballet Society.

Carried

5.4 Medical Marihuana Producer Business Licence Amendment

Staff:

- Provided an overview of the proposed amendments.

Moved By Councillor Hodge/Seconded By Councillor Given

R079/15/02/02 THAT Council receives, for information, the Report from the Bylaw Services Manager dated January 28, 2015 with respect amendments to Bylaw No. 10920 being the Medical Marihuana Producer Business Licence and Regulation Bylaw;

AND THAT Bylaw No. 11055, being Amendment No. 1 to Medical Marihuana Producer Business Licence and Regulation Bylaw No. 10920, be forwarded for reading consideration;

AND 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 MAMP producers of their opportunity to make representations to Council regarding the proposed bylaw amendment prior to adoption;

AND THAT an opportunity to provide comment be part of the Public Hearing for the Zoning Bylaw 8000 medical marihuana bylaw amendments.

Carried

5.5 BL11055 - Amendment No. 1 to Medical Marihuana Producer Business Licence and Regulation Bylaw No. 10920

Moved By Councillor Hodge/Seconded By Councillor Gray

R080/15/02/02 THAT Bylaw No. 11055 be read a first, second and third time.

Carried

6. Mayor and Councillor Items

Councillor Gray:

- Spoke to her attendance at a fundraiser for the lead up to the Swinging with the Stars Event that provides support to the Central Okanagan Hospice Association.

Councillor Hodge:

- Thanked those who helped and offered support during his recent hospitalization.

Councillor Singh:

- Spoke to the calling for nominees for the 2015 Order of British Columbia.

Councillor DeHart:

- Spoke to her attendance at the Kelowna General Hospital Long Service Awards.
- Spoke to her attendance the Downtown Kelowna Association Events as a Board Member.

Councillor Stack:

- Will be attending the Community Sports Hero Awards Reception Wednesday evening at the Rotary Centre for the Arts in the Mary Irwin Theatre from 6:00 p.m. to 8:00 p.m.

Mayor Basran:

- Spoke to his attendance at the UBCO External Community Advisory Board meeting and made reference to the UBCO Master Planning exercise.

7. Termination

This meeting was declared terminated at 2:49 p.m.

Mayor

/acm



City Clerk

Lady of the Lake 2014



Miss Kelowna Lady of the Lake
Brooke Mapstone
&
Kelowna's Princess
Melissa Curatolo

Kasugai, Japan



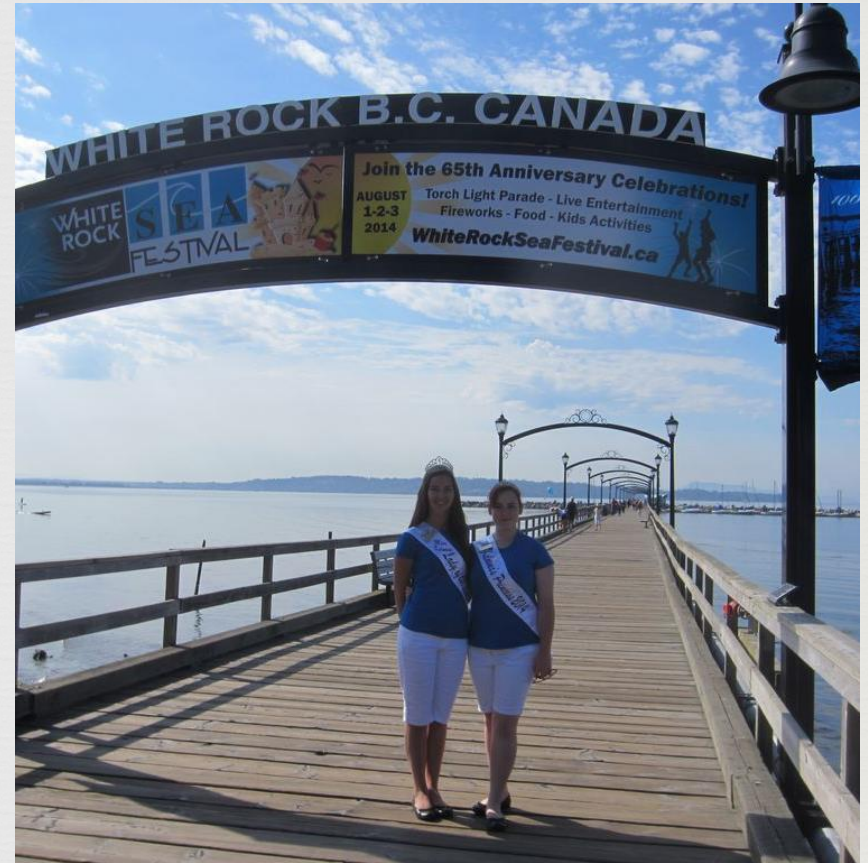
Kasugai, Japan



Lytton Pageant



White Rock Pageant



British Columbia Ambassador Pageant



Peachland Pageant



Squamish Loggers Day Parade



White Rock Torchlight Parade



Omak Stampede Parade



Penticton Peachfest Parade



Lethbridge Whoop-Up Days Parade



Yakima Sunfair Parade



Grey Cup Parade



Terry Fox Run & Cops for Kids



Autism Speaks & Run for the Cure



Maxine DeHart Drive-Thru Breakfast & The Deepak Binning Foundation Dinner



Sons of Italy Gala & Juvenile Diabetes Research Foundation Starlight Gala



Poppy Campaign & Downtown Remembrance Day Ceremonies



Monster Bash & Hot Holiday Homes



Taste of Japan



Salvation Army Kettles



Rutland Christmas Light Up & Towne Centre Mall Christmas Light Up



Thank You!



HERITAGE WEEK FEBRUARY 16-22

2015



Main Street At the Heart of the Community

Heritage Day 2015 Fête du patrimoine



**MAIN STREET
RUES PRINCIPALES**
A PROGRAM OF HERITAGE CANADA / LE PATRIMOINE DU CANADA

Canada

**HERITAGE CANADA
NATIONAL TRUST**



**HÉRITAGE CANADA
FIDUCIE NATIONALE**

MAIN STREET: *at the Heart of the Community*

Hundreds of communities recognize that the heritage of downtown is an asset that attracts new residents, invites tourists, and stimulates new investment—the foundation for a vibrant economy and a sustainable future.

Join the National Trust for Canada in celebrating Heritage Day on February 16, 2015. Visit heritagecanada.org.

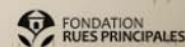
Our provincial Main Street program partners:
Nos partenaires des programmes
Rues principales provinciaux :



RUES PRINCIPALES: *Au cœur de la communauté*

Des centaines de localités reconnaissent que le patrimoine de leur centre-ville est un atout qui attire de nouveaux résidents, invite les touristes et stimule l'investissement — les bases d'une économie vigoureuse et d'un avenir durable.

Célébrez la Fête du patrimoine avec La Fiducie nationale du Canada le 16 février 2015. Visitez heritagecanada.org.



The 2015 Central Okanagan Planning Committee:

Central Okanagan Heritage Society

Kelowna Museums Society

Sncəwips Heritage Museum

Lake Country Museum

Westbank Museum

Okanagan Historical Society

Okanagan Regional Library

Kelowna and District Genealogical Society

Rutland Residents Association

FRAHCAS

KSAN

Partners 2015

City of Kelowna

Royal Anne Hotel

First United Church

French Cultural Centre

Hiilite Marketing

Questupon

CIBC

Pita Pit

Starbucks

Bean Scene

Mosaic Books

Okanagan Spirits

Theatre Kelowna

Towne Centre Mall

Inspired Word Café

The Cove Lakeside Resort

Greater Westside Board of Trade

Sənsísyustən House of Learning

The Heritage Retirement Residence

Suk'wəmsqilx^w West Kelowna Arts Council



KPA 95



KELOWNA, B.C. 1894.





Bernard Avenue Displays

February 17-22 (Tuesday through Saturday)

11am-2pm

Cutter's Lunge

Royal Anne Hotel

Passport Thru Time

February 22 (Saturday)

1pm-4pm

Pick up your passports at Cutter's Lounge

www.facebook.com/heritageweekokanagan

Heritage Week Breakfast

Guest: Julie Cosgrave

February (Monday) at 8am

First United Church

Heritage Tour to follow

Lunchbox Lecture with Bob Hayes

February 18 (Wednesday) at Noon

Okanagan Regional Library, Kelowna Branch

Central Okanagan Heritage Society

AGM & Annual Heritage Awards

February 18 (Wednesday) at 7pm

Benvoulin Heritage Church

Inspired Word Café

February 19 (Thursday) at 5pm

Okanagan Heritage Museum

Heritage Tea

February 20 (Saturday) at 2-4pm

Heritage Retirement Residence

Tea & Tidbits

Guests: Sharron Simpson & Alice Lundy

Sunday, February 22 at 1-4pm

First United Church

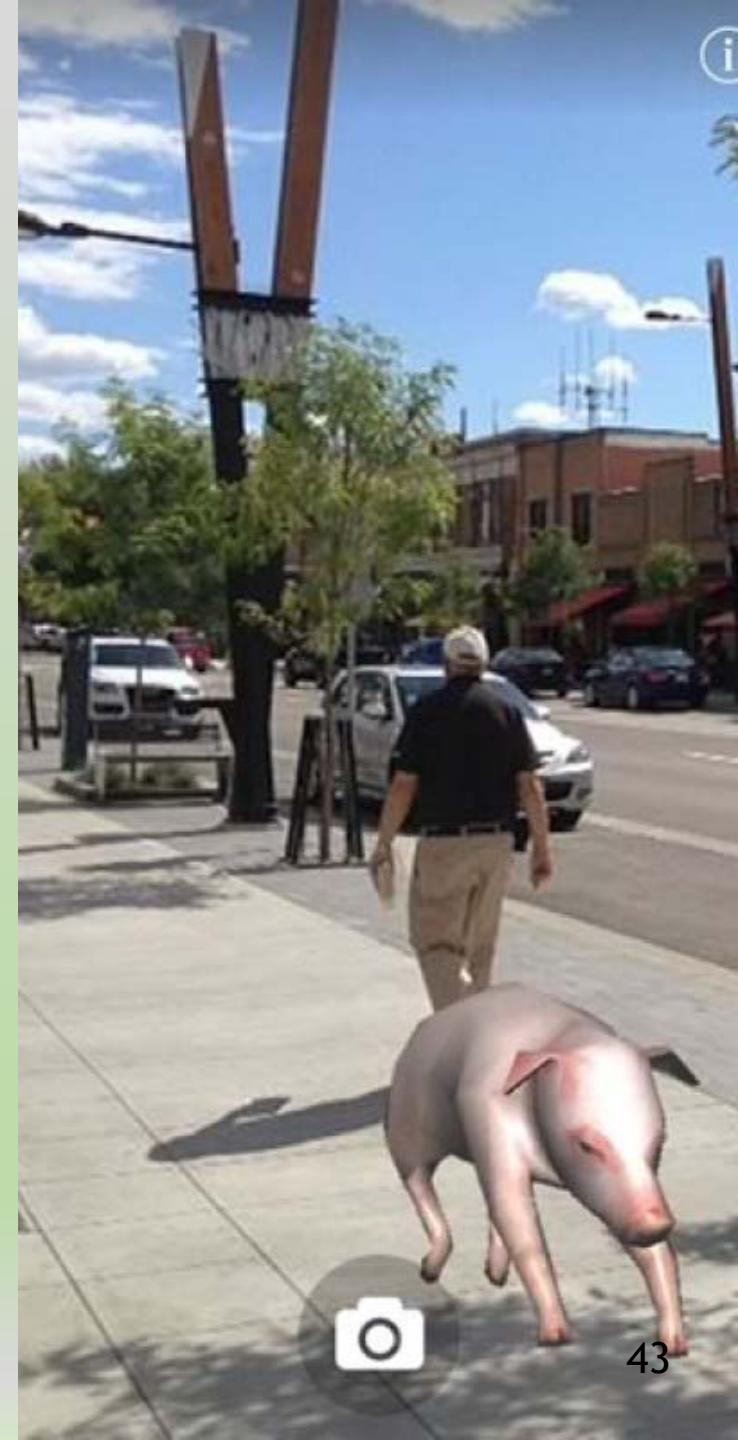
That's SWAC:
Introducing the Suk'wtəmsqilx^w
West Kelowna Arts Council
February 18 (Wednesday) at 11:30am
The Cove Lakeside Resort

Bannock and Tea
February 17 (Tuesday) at 1:30-4pm
Sənsísyustən House of Learning

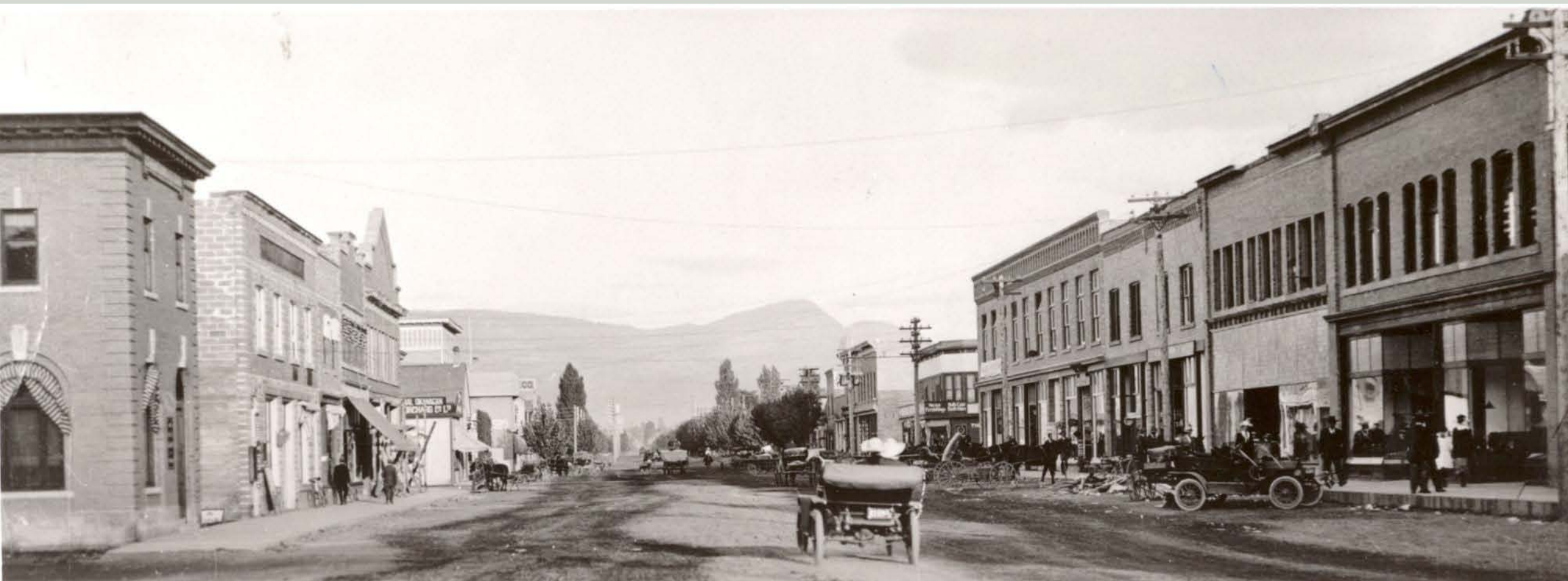
Business after Hours
February 19 (Thursday) at 5pm
Westbank Museum



QuestUpon.











Kelowna B.C.







Watch the Video
Lakecountrymuseum.com, Youtube Channel



“A concerted effort to preserve our heritage is a vital link to our cultural, educational, aesthetic, inspirational, and economic legacies – all of the things that quite literally make us who we are.”



Main Street

At the Heart of the Community

Report to Council



Date: February 12, 2015
Rim No. 0710-20
To: City Manager
From: Lauren Sanbrooks, Planner II
Subject: City of Kelowna Heritage Grants Program

Recommendation:

THAT Council receives, for information, the report from the Policy and Planning Department dated February 12, 2015, with respect to the City of Kelowna Heritage Grants Program.

Purpose:

For Council to receive information on the City of Kelowna Heritage Grants Program administered by the Central Okanagan Heritage Society.

Background:

The City of Kelowna recognizes the importance of protecting the community's heritage resources during a time of growth and development. The City is also aware that the cost to maintain and restore heritage properties (both publically and under private ownership) can be significant. In recognition of these costs, the City of Kelowna Heritage Grants Program (CoKHGP) was created. This program promotes the conservation of residential, commercial, industrial, institutional and agricultural heritage buildings by assisting owners with grants for a portion of the costs incurred in conservation work.

The CoKHGP is identified as one of the tools used to continue to preserve and protect significant heritage resources through the use of protection tools and heritage planning initiatives in *Chapter 3 - Strategies and Actions* in the City of Kelowna's 2007 Heritage Strategy. This program supports the social heritage objectives outlined in Chapter 9 - Arts, Culture and Heritage of the Official Community Plan.

"By encouraging protection of our heritage buildings, the City provides a sense of a strong and stable community. The pride in our history helps citizens develop a sense of place and belonging from which to look forward into the future" Julie Cosgrave, Committee Representative of the CoKHGP (2013).

Prior to the creation of the CoKHGP, the heritage granting program was administered by City Staff with applications reviewed by a volunteer board from the Kelowna Heritage Foundation. In 2008, the Central Okanagan Heritage Society (COHS) was awarded the contract to administer the grants program, which has subsequently been renewed on an annual basis.

The annual funds available for the CoKHGP total \$35,000. This program is limited to exterior and building foundation (stabilization) work. Any property listed on the Kelowna Heritage Register is eligible for this grants program. Buildings listed on the Kelowna Heritage Register are eligible for grants to a maximum of \$5,000 per 3 year period. Buildings having a formal heritage designation¹, in addition to be on the Heritage Register are eligible for grants to a maximum of \$10,000 per 3 year period.

During Heritage Week (February) each year, the Executive Director of the COHS presents a report to Council on the CoKHGP. The presentation includes a summary of the successful recipients of the heritage grants, the tool used to determine the successful recipients, as well as a breakdown of the administration fees and the breakdown of the grant money.

Internal Circulation:
City Clerk

Existing Policy:

Official Community Plan, Policy 9.2.3, "**Financial Support.**Continue to support the conservation, rehabilitation, interpretation, operation and maintenance of heritage assets through grants, incentives and other means."

Heritage Strategy 2007, Policy 1.3, "Continue to develop revenue sources to assist with funding the conservation of heritage resources."

Financial/Budgetary Considerations:
\$8,773 for grant administration is within an existing approved budget.

Considerations not applicable to this report:

Legal/Statutory Authority:

Legal/Statutory Procedural Requirements:

Personnel Implications:

External Agency/Public Comments:

Submitted by:

L. Sanbrooks, Planner II

Approved by: James Moore, Long Range Planning Manager

Approved for inclusion: Danielle Noble-Brandt, Department Manager of Policy & Planning

¹ Heritage Designation is a higher form of heritage protection. Heritage Designation is a legal protection through passage of a bylaw (local or regional government) or Order in Council (provincial). Designation offers long term protection and allows regulation and control of alterations and demolition.

CITY OF KELOWNA HERITAGE GRANTS PROGRAM (CoKHGP)



CENTRAL OKANAGAN HERITAGE SOCIETY manages CITY OF KELOWNA HERITAGE GRANTS PROGRAM



THE BENEFITS COHS PROVIDES BY MANAGING THE CITY OF KELOWNA HERITAGE GRANTS PROGRAM:

- **Expertise in administration (7th year)**
- **Grants Manager is a heritage consultant**
- **Grants Committee is comprised of a select group of heritage specialists**

- **Four Committee meetings a year**
- **Committee members keep up to date on heritage issues in Kelowna, British Columbia and Canada**
- **Answering inquiries on heritage matters**
- **Promoters for the program**

GETTING THE WORD OUT:

- **Annual mail out to Heritage Register building owners**
- **City Council presentation by committee member**
- **Program information at COHS AGM and during other COHS events throughout the year**
- **Program article in COHS newsletters**
- **Program information shared with Kelowna Residential Associations'**
- **City of Kelowna Website and COHS Website**
- **Promoted at local events (i.e. Heritage Week, Heritage BC annual conference, COHS Fall Lecture Series)**

GRANTS APPROVED 2007 - 2014

Total Approved Grants 2007-2014 \$291,103.79

Total Grants Paid Out \$205,890.06

Grants Outstanding \$41,370.00

Total \$247,260.06

*\$43,843.73 DIFFERENCE: due to grants rescinded & grant savings

4464 Lakeshore Road

\$5,000 (New Paint)Active



255 Lake Avenue

\$4,325 (Window Conservation) Completed



758 Sutherland Avenue

\$3,143 (New Roof, eavestroughs and gutters)

Completed



Before



After

845 Lawrence Avenue

\$4,100 (Prep & Paint) Active



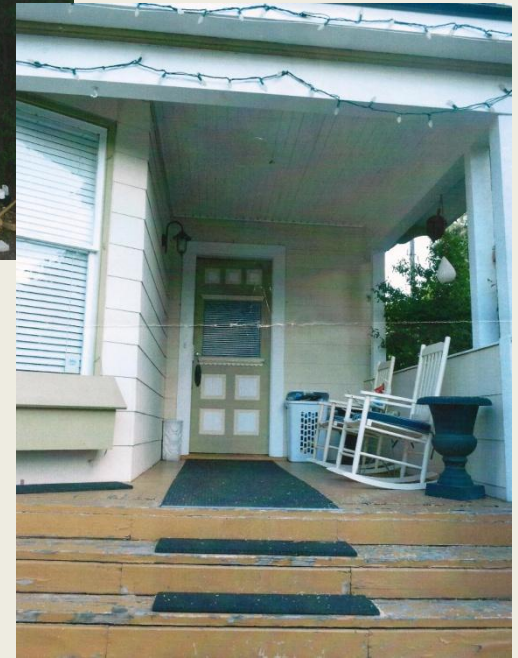
1060 Cameron Avenue- McDougall House

\$3,003 (Log and Window Conservation) Active



757 Lawrence Avenue

\$3,372 (Stairs and Porch Conservation) Active



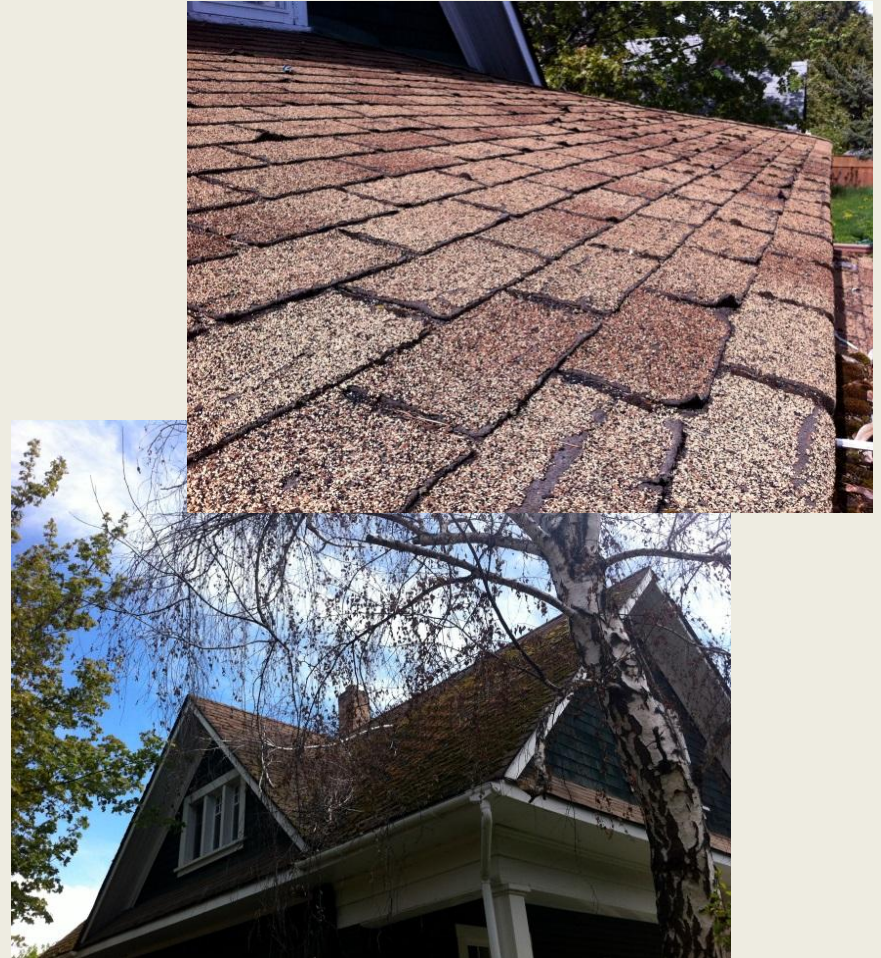
409 Park Avenue

\$5,000 (New roof) Active



2127 Pandosy Street

\$5,000 (New roof) Active



1826 Maple Street

\$650 (New paint on back facade) Completed



Before



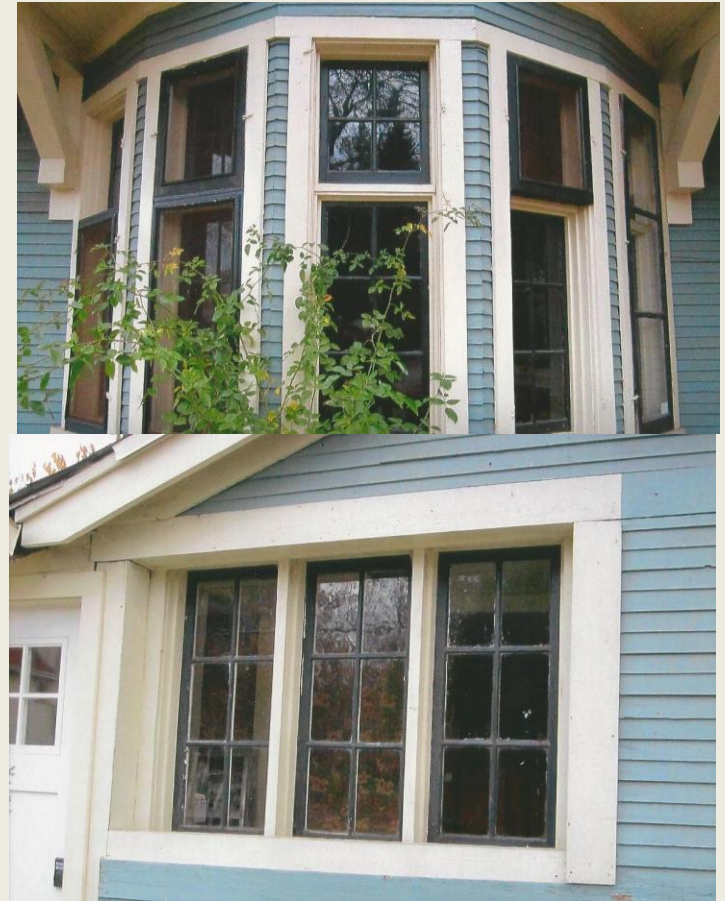
After

**339-347 Bernard Avenue-
Old Sutherland Store
\$5,000 (Window Conservation) Active**



732 Sutherland Avenue

\$895 (Storm Windows) Active



- ***We believe that heritage conservation is basic to quality of life and the sense of place that is distinctive to each community.***
- ***Maintaining our heritage resources is a positive investment in the local economy and an important stimulus to tourism.***
- ***Heritage conservation should also be a part of a sustainable future.***

(Gail Salter, Armstrong
Heritage Advisory Committee)



CITY OF KELOWNA HERITAGE GRANTS PROGRAM (CoKHGP)



Grant #	Address	Grant Awarded	Paid Out	Savings	Amount Rescinded	NOTES
H07-103	1842 Abbott Street	\$5,000.00	\$5,000.00			Completed
H07-107	721 Bernard Avenue	\$4,700.00	\$4,700.00			Completed
H07-104	2128 Leckie Place (Fleming House)	\$10,000.00	\$10,000.00			Completed
H08-101	2279 Benvoulin Road (Benvoulin Church)	\$4,100.00	\$4,100.00			Completed
H08-102	Abbott & Marshall Street Brochures	\$3,050.40	\$3,050.40			Completed
H08-103	3685 Benvoulin Road (Blacksmith's Shop)	\$2,100.00	\$2,100.00			Completed
H08-104	KSAN 100th B-day Party	\$1,000.00	\$1,000.00			Completed
H08-105	763 Bernard Street	\$5,000	\$5,000.00			Completed
H08-106	1024 Rutland Road	\$1,500.00	\$1,500.00			Completed
H08-107	OHS Online Index for Society Reports	\$1,500.00	\$1,500.00			Completed
H09-201	274 Bernard Avenue	\$2,772.00	\$2,772.00			Completed
H09-202	228 Lake Avenue	\$2,977.00	\$2,977.00			Completed
H09-203	1049 Borden Avenue					Declined
H09-204	368 Cadder Avenue	\$2,700.00	\$2,289.00	\$411.00		Completed
H09-205	1912 Abbott Street	\$3,037.00	\$3,037.00			Completed
H09-206	1060 Cameron Avenue (McDougall House)	\$5,388.00	\$5,388.00			Completed
H09-207	730 Lawson Avenue	\$2,363.00	\$1,906.00	\$457.00		Completed
H09-208	1825 Richter Street	\$5,000.00	\$5,000.00			Completed
H09-209	795 Lawrence Avenue	\$1,153.00	\$1,153.00			Completed
H09-210	3685 Benvoulin Rd (Caretaker's Quarters)	\$2,835.00	\$2,835.00			Completed
H09-211	4870 Chute Lake Road (Mallum Barn)	\$5,000.00			\$5,000.00	Rescinded June '11
H09-212	228 Vimy Avenue	\$5,000.00	\$5,000.00			Completed
H09-213	1815 Maple Street	\$1,944.00	\$1,184.00	\$760.00		Completed
H09-214	4464 Lakeshore Road	\$2,541.00	\$2,482.00	\$59.00		Completed
H09-215	845 Lawrence Avenue	\$735.00	\$735.00			Completed
H09-216	1842 Abbott Street	\$2,403.00	\$1,393.00	\$1,010.00		Completed

Grant #	Address	Grant Awarded	Paid Out	Savings	Amount Rescinded	NOTES
H09-217	COHS Heritage Fall Fair					Withdrawn
H09-218	2079 Pandosy Street	\$3,465.00	\$3,465.00			Completed
H09-219	Father Pandosy Mission 150th Celebration	\$1,600.00	\$1,600.00			Completed
H10-301	757 Lawrence Avenue	\$1,250.00	\$882.00	\$368.00		Completed
H10-302	250 Leathead Road	\$5,000.00	\$5,000.00			Completed
H10-303	1788 Ethel Street	\$2,250.00			\$2,250.00	Rescinded June '11
H10-304	2124 Pandosy Street	\$1,800.00			\$1,800.00	Rescinded June '12
H10-305	710 Sutherland Avenue	\$2,500.00			\$2,500.00	Rescinded June '12
H10-306	2034 Pandosy Street	\$325.00	\$325.00			Completed
H10-307	567 Okanagan Boulevard	\$3,250.00	\$2,570.00	\$680.00		Completed
H10-308	3685 Benvoulin Road (Father Pandosy Barn)	\$6,187.00	\$6,187.00			Completed
H10-309	4193 Gordon Drive	\$4,682.50	\$4,682.50			Completed
H10-310	1852 Water Street	\$5,000.00			\$5,000.00	Rescinded June 11
H10-311	1826 Maple Street	\$1,000.00	\$1,000.00			Completed
H10-312	858 Lawrence Avenue					Declined
H10-313	429 Park Avenue	\$5,000.00			\$5,000.00	Rescinded Apr '11
H11-401	379 Park Avenue					Declined
H11-402	2796 KLO Road	\$2,500.00			\$2,500.00	Rescinded Apr'12
H11-403	4856 Lakeshore Road	\$5,000.00	\$5,000.00			Completed
H11-404	732 Dehart Avenue	\$2,125.00	\$1,922.00	\$203.00		Completed
H11-405	2704 East Kelowna Road (Community Hall)	\$5,000.00	\$5,000.00			Completed
H11-406	3685 Benvoulin Rd (McDougall House)	\$3,000.00	\$3,000.00			Completed
H11-407	429 Park Avenue	\$4,800.00	\$4,800.00			Completed
H11-408	2083 Abbott Street	\$5,000.00	\$1,984.66	\$3,015.34		Completed
H11-409	228 Vimy Avenue	\$2,182.00	\$2,182.00			Completed
H11-410	732 Sutherland Avenue	\$2,500.00	\$2,472.11	\$27.89		Completed

Grant #	Address	Grant Awarded	Paid Out	Savings	Amount Rescinded	NOTES
H11-411	732 Sutherland Avenue	\$1,136.50	\$612.00	\$524.50		Completed June '13
H11-412	768 Dehart Avenue	\$3,100.00	\$3,100.00			Completed
H11-413	1869 Maple Street	\$4,500.00	\$3,323.00	\$1,177.00		Completed
H11-414	732 Sutherland Avenue	\$1,391.39	\$1,391.39			Completed Nov '14
H11-415	2139 Pandosy Street	\$3,790.00	\$3,790.00			Completed
H11-416	1852 Water Street					Declined
H11-417	334 Beach Avenue	\$1,740.00	\$1,603.00	\$137.00		Completed
H11-418	702 Bernard Avenue	\$0.00	\$0.00			Moved to 2012- Lack of Funds
H12-501	702 Bernard Avenue (formerly H11-418)	\$5,000.00	\$5,000.00			Completed
H12-502	2796 KLO Road	\$3,750.00			\$3,750	Rescinded Apr'14
H12-503	3685 Benvoulin Road (Christien House)	\$1,288.00	\$897.00	\$391.00		Completed
H12-504	2779 Benvoulin Road (Benvoulin Church)	\$10,000.00	\$10,000.00			Completed
H12-505	334 Beach Avenue	\$2,660.00	\$2,660.00			Completed
H12-506	1978 McDougall Street	\$5,000.00				Extension to Mar '15
H12-507	4193 Gordon Drive	\$5,000.00	\$2,665.00	\$2,335.00		Completed Nov '13
H12-508	825 Lawrence Avenue	\$1,480.00	\$1,480			Completed
H12-509	784 Elliot Avenue	\$3,540.00	\$3,540.00			Completed
H12-510	796 Bernard Avenue	\$1,900.00	\$1,900.00			Completed
H12-511	1922 Abbott Street	\$0.00	\$0.00			Moved to 2013- Lack of Funds
H12-512	715 Sutherland Avenue	\$0.00	\$0.00			Moved to 2013- Lack of Funds
H13-601	1922 Abbott Street (was H12-511)	\$2,343.00	\$1,206.00	\$1,137.00		Completed June '13
H13-602	715 Sutherland Avenue (was H12-512)	\$5,000.00	\$5,000.00			Completed Feb '14
H13-603	784 Elliot Avenue	\$1,460.00	\$1,460.00			Completed Sept '13
H13-604	825 Lawrence Avenue	\$3,520.00	\$3,520.00			Completed Nov '13
H13-605	3652 Spiers Road	\$4,888.00	\$4,329.00	\$559.00		Completed June '13
H13-606	2124 Pandosy Street	\$1,934.00	\$1,369.00	\$565.00		Completed Nov '13

Grant #	Address	Grant Awarded	Paid Out	Savings	Amount Rescinded	NOTES
H13-607	1449 Ethel Street	\$1,115.00	\$1,115.00			Completed Sept '13
H13-608	469 Park Avenue	\$5,000.00				Extension to Mar '15
H13-609	1858 Abbott Street	\$1,430.00			\$1,430	Rescinded June '13
H13-610	368 Cadder Avenue	\$5,000.00	\$5,000			Completed Nov '13
H13-611	721 Bernard Avenue	\$1,447.00	\$650	\$797		Completed June '14
H13-612	1922 Abbott Street	\$663.00	\$663			Completed Apr '14
H13-613	1449 Ethel Street	\$3,325.00	\$3,325.00			Completed Nov '13
H13-614	4464 Lakeshore Road	\$0.00	\$0.00			Moved to 2014- Lack of Funds
H14-701	4464 Lakeshore Road	\$5,000.00				Extension, Sept '15
H14-702	255 Lake Avenue	\$4,325.00	\$4,325.00			Completed Nov '14
H14-703	758 Sutherland Avenue (revised from 2,088)	\$3,143.00	\$3,143.00			Completed Nov '14
H14-704	845 Lawrence Avenue	\$4,100.00				Due, Apr '15
H14-705	1060 Cameron Ave (McDougall House)	\$3,003.00				Due, June '15
H14-706	757 Lawrence Avenue	\$3,372.00				Due, June '15
H14-707	409 Park Avenue	\$5,000.00				Due, June '15
H14-708	2127 Pandosy Street	\$5,000.00				Due, June '15
H14-709	1826 Maple Street	\$650.00	\$650.00			Completed Nov '14
H14-710	339-347 Bernard Avenue	\$5,000.00				Due, Sept '15
H14-711	732 Sutherland Avenue	\$895.00				Due Nov '15
	TOTALS	\$291,103.79	\$205,890.06	\$14,613.73	\$29,230.00	
Dec '14	Approved grants total: \$39,488					
Dec '14	Grants paid out in 2014: \$15,822.39					
Dec '14	Grant savings in 2014: \$797					
Dec '14	Grant rescinded in 2014: \$3,750					
Dec '14	Grants still to pay out: \$41,370					

CITY of KELOWNA HERITAGE GRANTS PROGRAM

Tuesday
April 1, 2014
Reid Hall @ 3:00-6:00pm

Regular Meeting Minutes

In Attendance: Julie Cosgrave (chair), Peter Chataway, Marietta Lightbody, Tracey Read, Alasdair Smith, Randi Fox, Ben Lee and Lorri Dauncey (CoKHGP manager)

Regrets: Ian Crichton

1. Call to Order: Julie Cosgrave chaired the meeting. Julie has agreed to be the new chairperson for 2014. The grants committee welcomed Tracey Read as the new COHS Board Representative on the grants committee. Tracey Read briefly spoke about her background and interest in heritage.

2. Review Minutes of November 12th, 2013:

MOVED by Peter Chataway, SECONDED by Ben Lee

THAT the Minutes of the CoKHGP Regular Meeting on November 12th, 2013 be adopted as circulated.
Motion Carried.

3. Conflict of Interest:

Review: The grants committee members reviewed the *COHS Conflict of Interest Policy* that has been adopted by the committee. The committee felt that it still served its purpose. One of the committee members felt that the committee should consider having its' own policy in the future.

Standing agenda item: In the following current applications, committee members removed themselves from the deliberations due to the potential of a conflict of interest:

255 Lake Avenue; H14-702: Alasdair Smith submitted a quote for this project.

4. New Business:

Update on CoKHGP Grant Money Available: The CoKHGP Manager, Lorri Dauncey, distributed the *City of Kelowna Heritage Grants Program Grant Money Available for 2014 (Refer to: Attachment 1)* to advise the committee on the amount of grant money available for distribution for the four 2014 meetings. At the beginning of 2014, with the \$35,000* annual city allotment and the \$4,670.27 rollover money, a **total of \$39,670.27 was available for grant distribution.**

**(Note: the annual allotment was increased by \$5,000 this year)*

There were some new and on-going inquiries about the heritage grant program since the beginning of the year. There are a number of people who are considering applying for funding. The program received four new applications for consideration for the April 1, 2014 meeting. This includes one

application that was reviewed at the September 2013 meeting, but due to a lack of funds, was moved to this meeting for consideration. As in the past three years, the number of applications and grant requests were very close or more than the amount of grant money available for the year. This strong continued interest in the program can be partially attributed to the annual mail-out to heritage register building owners in early February and in general to an increased public awareness of the program.

As there are a number of applications and limited funds, the committee members were reminded that residential and designated properties receive priority (as stated in the program guidelines) in the granting process, if the qualifying grants amount is larger than the total amount of money available.

4464 Lakeshore Road (formerly H13-614- now H14-701): The homeowners, Susan and Gerry Harris, applied for a grant to assist in the prep and painting of the exterior of the W.D. Walker House located at 4464 Lakeshore Road. The homeowners have submitted a colour scheme similar to the existing colours on the house. The homeowners have submitted the following heritage colour scheme (using the Benjamin Moore True Colours for Western Canada palette): Edwardian Cream (VC-7) for the siding; Mellish Mahogany (VC-31) for the trims, soffits and bargeboard; Mellish Rust (VC-28) for the posts, windows and door. The committee wanted to ensure that the homeowners would paint the window sashes either glossy black or another appropriate dark colour. The committee approved the higher quote, using two coats of high quality paint (Benjamin Moore Aura paint). The homeowners were reminded that power washing is not appropriate for a heritage building. This building received a heritage grant in 2009 for repairs to the chimney. The committee approved a grant for the project.

MOVED by Randi Fox, SECONDED by Alasdair Smith:

THAT the W.D. Walker House, located at 4464 Lakeshore Road, receive funding for 50% of the cost of the prep and painting of the exterior of the building in the submitted colour scheme up to a maximum of \$5,000, based on the high quote of \$10,350. Motion Carried.

255 Lake Avenue (H14-702): Karen and Dave Polley, the homeowners, applied for a grant to assist in either the replacement and/or repair of the original windows and for new wood storm windows and screens on the Lewis House located at 255 Lake Avenue. The homeowners had submitted quotes for both new wood windows as well as for the repair and conservation of the existing original windows. The committee, following the *Standards and Guidelines for Historic Places in Canada*, approved the repair and conservation of the existing windows, along with new wood storms and screens.

MOVED by Peter Chataway, SECONDED by Randi Fox:

THAT the Lewis House, located 255 Lake Avenue, receive funding for 50% of the cost of the conservation work on the windows and for new wood storm windows and screens up to a maximum of \$4,325 based on the high quote of \$8,650. Motion Carried.

**(Note: Alasdair Smith removed himself from deliberations as he submitted a quote.)*

758 Sutherland Avenue (H14-703): Aldyn Overend, the homeowner, submitted an application for a grant towards the new asphalt shingle roof (front side only) with new eavestroughs/downspouts and new paint on the front door for the Simpson House located at 758 Sutherland Avenue. The back of the house has a new addition and new roof. This addition (and its roof) cannot be seen from the front of the house. The homeowner will be using a Harvard slate shingle half-tone colour, which is different than the existing shingle colour. She felt that this colour would better compliment the house paint scheme. The door will be painted using a similar white to match the trim and current door colour. The committee approved a grant for the replacement of the roof and painting of the door.

MOVED by Peter Chataway, SECONDED by Ben Lee

THAT the Simpson House located at 758 Sutherland Avenue, receive funding for 50% of the cost of the new asphalt shingle roof, including the new eavestroughs and downspouts, as well as paint for the front door up to a maximum of \$2,088, based on the low quote of \$4,175.

Motion Carried.

845 Lawrence Avenue (H14-704): The homeowner, Gord Sandin, applied for a grant to assist in the prep and painting of the exterior of the George Ritchie House located at 845 Lawrence Avenue. The homeowner submitted a colour scheme fairly similar to the existing colours on the house. The colour scheme (using the Benjamin Moore True Colours for Western Canada palette) is: Harris Grey (VC-25) for the siding, Hastings Red (VC30) for the upper shingles under the roof peaks and Windham Cream (HC-6) for the trims, corners and soffits. The windows are replaced white vinyl, so will stay white. The homeowners were reminded that power washing is not appropriate for a heritage building. The committee approved a grant for the project.

MOVED by Alasdair Smith, SECONDED by Marietta Lightbody:

THAT the George Ritchie House, located at 845 Lawrence Avenue, receive funding for 50% of the cost of the prep and painting of the exterior of the building in the submitted colour scheme up to a maximum of \$4,100, based on the low quote of \$8,200.

Motion Carried.

2796 KLO Road (H12-502); Request to Rescind: The homeowners, Cheryl and Ted Turton, requested that their approved (at the April 2012 meeting) heritage grant towards assistance for the prep and painting of the exterior of the KLO House, located at 2796 KLO Road be rescinded. The homeowners could not complete the project due to financial constraints. The grant approved was for a maximum of \$3,750, which was returned to the program for redistribution.

MOVED by Julie Cosgrave, SECONDED by Ben Lee:

THAT the heritage grant, 50% up to a maximum of \$3,750, that was approved for the KLO House located at 2796 KLO Road be rescinded at the request of the homeowners.

Motion Carried.

469 Park Avenue (H13-608); Request for Extension: Deanna Sauer, who owns the Buck House located at 469 Park Avenue, submitted an email (dated March 4, 2014), requesting a project extension. The heritage grant was for assistance towards a new roof for the house. The project has not yet been started, due to other projects coming up that needed to be addressed prior to putting on the new roof. The homeowner is planning to undertake the project this year. A one year extension was granted.

MOVED by Peter Chataway, SECONDED by Alasdair Smith

THAT a one year extension be granted until March 2015 to Deanna Sauer, in order to complete the project (H13-608) on the house located at 469 Park Avenue. Motion Carried.

1978 McDougall Street (H12-506); Request for Extension: Terry Jennens (for his mother Sylvia Jennens) submitted an email (dated February 28 and March 21, 2014), requesting a second project extension for the Jennens House located at 1978 McDougall Street. The heritage grant was for assistance towards a new roof for the house. The project has not yet been started, due to Terry Jennens' time constraints last year. The intention is to finish the project by February 2015. The committee usually only gives a one year extension, but in a few cases will consider a second extension, especially if the building is at risk, due to lack/poor maintenance. A second one year extension was granted.

MOVED by Ben Lee, SECONDED by Julie Cosgrave

THAT a second extension be granted until March 2015 to Sylvia Jennens, in order to complete the project (H12-506) on the house located at 1978 McDougall Street. Motion Carried.

732 Sutherland Ave (H11-414): Project Extension: Valerie Hallford, the homeowner, has requested that her second extension (in September 2013) be extended from six months to a full one year period. This extension is for a grant towards new wood stairs and landing (off of the front porch) and for new wood storm windows on the enclosed front porch on of house located at 732 Sutherland Avenue. The committee felt that due to the homeowner's health and financial constraints, that it was appropriate to extend the completion date to November 2014. This will be the final date approved, after which, if the project is not completed, then the homeowner will need to reapply for a grant for this work.

MOVED by Peter Chataway, SECONDED by Tracey Read,

THAT Valerie Hallford's second extension for her approved grant towards new wood stairs and landing (off of the front porch) and for new wood storm windows be extended until November 2014 for the house located at 732 Sutherland Avenue. Motion Carried.

1922 Abbott Street (H13-612); Project Completion: The building owner, Jeannette Mergens, has submitted the final documentation including photographs of the repair and/or new flashings, eaves troughs and down pipes, the receipts and the Declaration of Completion form (site inspection carried out by Peter Chataway) to complete the CoKHGP grant approved at the June 11, 2013 Regular Meeting. The total project cost was \$1,325 + GST.

MOVED by Peter Chataway SECONDED by Ben Lee:

THAT Jeanette Mergens be paid the maximum grant of \$663 towards the cost of the new flashings, eavestroughs and down pipes on the Fumerton House located at 1922 Abbott Street.
Motion Carried.

715 Sutherland Avenue (H13-602); Project Completed Update: Information only

After the completion documents were reviewed at the November 12th 2013 meeting, the manager sent the homeowners, Cheryl and Dan Spelliscy, a follow up letter on what receipts/paid invoices were still required in order to complete the project and pay the grant for the conservation of the side porch on the Harvey House. These receipts/paid invoices were received by the manager in late January. The completion letter with the grant cheque for \$5,000 was mailed out on February 4th to the homeowners to complete the project.

5. Old/Other Business:

CoKHGP Annual Report to City Staff/City Council: The manager sent out the 2013 Annual Report to the planning department (Lindsey Ganczar) and included the report in the City Council package as part of the CoKHGP presentation during the Heritage Week on February 17. The CoKHGP committee was also sent the report in early February 2014. There were no comments or feedback from the city staff, city council or from the heritage grants committee members on the report.

Annual Mail-out Letter to Heritage Register Building Owners (February 2014): As there was a recent change in planning staff, the contract for the program, as well as the other first of the year program requirements took until early February to sort out. The mailing labels, envelopes and copied letters were provided by the city planning department. The labels did include all of the owners' names and mailing addresses. There was some confusion as all of the owners (and some buildings had many owners) were included (over 275 labels), as well as the labels did not include the name of the heritage building it was associated with. I received a few phone calls from people not sure which building(s) this letter was for. The mail-out also included a page on the last three years of heritage buildings that received a heritage grant, to encourage new applications. There was a good response to the letters, as it did provide an annual reminder of the program with the result of a number of new inquires and applications for the April meeting.

Meeting Dates for 2014: The CoKHGP meeting dates for 2014 are: April 1, June 17, September 16 and November 18.

Benvoulin Heritage Church Window Conservation Project: The manager let the committee know that COHS is looking into having the Benvoulin Heritage Church's windows (starting with the south facing window) undergo conservation work over the next couple of years. COHS may apply for a grant towards this work, once the three year time period is over in 2015.

6. Awareness and Education:

Heritage Week February 17-23, 2014 (Heritage Afloat) Events: During Heritage Week, there were a number of events that included the heritage grants committee. These events were briefly discussed by the committee.

These events included:

Heritage Kick off Breakfast on Monday, Feb 17: The annual breakfast was attended by a couple of the heritage grants committee members, including the manager. Information on the heritage grants program was included in the COHS display.

Council Presentation on Monday, Feb 17: Randi Fox, grants committee member, gave a power point presentation on the 2013 projects funded by the program. Randi also thanked council for their continued support of heritage in Kelowna and council members had an opportunity to comment or ask questions about the program. The presentation was well-attended by committee members.

COHS AGM Presentation on Thursday, Feb 20: Information on the CoKHGP was included in the COHS display at the heritage society's AGM. This was to raise awareness of heritage grants in Kelowna and inform the membership of COHS's many different heritage activities in the community.

The committee felt that these events were successful and were important initiatives to continue in the future to help raise awareness and education for the heritage grants program and heritage in general.

City of Kelowna Heritage Asset Management Strategy: At this time there was no update, as the RFP process has not been completed for St. Aidan's Church and has just started for the Brentsmill House, Mill & Milk Shed. It is not known if the Surtees Barn & House has moved forward to the RFP.

Heritage Homeowner Talk Ideas for Fall 2014: COHS is looking into holding one or two talks this fall at Reid Hall. One of these will likely be on Lady Aberdeen and her Kodak photographs taken in Kelowna. The second may be geared towards the heritage home owners, specifically towards the conservation of original wood windows. One of the committee members mentioned that the US Navy did a study on the cost of new windows versus repairing the existing windows on their houses located on the Navy bases. The Navy found it was much more economical to repair the existing wood windows. It was mentioned that Tracey Read may be able to write an article on repairing wood windows to promote this future talk.

Capital News Regular Article on Heritage Buildings in Kelowna: Julie Cosgrave has contacted the editor of the Capital News about submitting a regular monthly article on the stories of the heritage houses in Kelowna. COHS is working on a list of the buildings that may be of interest to the public. This article will likely increase the interest and knowledge of Kelowna's local heritage.

Next Meeting:

June 17, 2014

**ATTACHMENT 1: CITY of KELOWNA HERITAGE GRANTS PROGRAM GRANT MONEY
AVAILABLE FOR 2014**

\$4,670.27 **TOTAL 2013 Rollover** (grant savings/rescinded grants, Bank Interest & Rewards)

\$35,000.00 **Annual Heritage Grant Money Allotment from the City of Kelowna**
\$4,670.27 **2013 Rollover**

\$39,670.27 **TOTAL GRANT MONEY TO BE ALLOCATED IN 2014**

CITY of KELOWNA HERITAGE GRANTS PROGRAM
Tuesday June 17, 2014
COHS Office in the Milk Shed @ 3:00-5:30pm

Regular Meeting Minutes

In Attendance: Peter Chataway (acting chair), Marietta Lightbody, Ian Crichton, Shona Harrison and Lorri Dauncey (CoKHGP manager)

Regrets: Julie Cosgrave, Tracey Read

1. Call to Order: Peter Chataway chaired the meeting, as Julie was unable to attend.

2. Review Minutes of April 1, 2014:

MOVED by Marietta Lightbody, SECONDED by Peter Chataway

THAT the Minutes of the CoKHGP Regular Meeting on April 1, 2014 be adopted as circulated.
Motion Carried.

3. Conflict of Interest:

Standing agenda item: No committee members had any conflict of interest in the current applications being considered at the June meeting.

4. New Business:

Update on CoKHGP Grant Money Available: The CoKHGP Manager, Lorri Dauncey, distributed the *City of Kelowna Heritage Grants Program Grant Money Available for 2014 (Refer to: Attachment 1)* to advise the committee on the amount of grant money available for distribution for the three remaining meetings in 2014. At the beginning of 2014, with the \$35,000 annual city allotment and the \$4,670.27 rollover money, a **total of \$39,670.27 was available for grant distribution**. At the April meeting, \$15,513.00 was allotted and \$3,750 was rescinded, therefore a total of **\$27,907.27 was available for grant distribution** at the June meeting.

There were some new and on-going inquiries about the heritage grant program since the beginning of the year. There are a number of people who are considering applying for funding. The program received four new applications and one request to revise the approved grant amount approved. The program also received one project completion and one proposed change to the colour scheme.

As there are a number of applications and limited funds, the committee members were reminded that residential and designated properties receive priority (as stated in the program guidelines) in the granting process, if the qualifying grants amount is larger than the total amount of money available.

1060 Cameron Ave, McDougall House (H14-705): The Central Okanagan Heritage Society applied for a grant for assistance towards the conservation of the logs (located near the front door) and the restoration of three of the windows on the McDougall House (designated heritage building) located in Guisachan Heritage Park at 1060 Cameron Avenue. COHS submitted only one quote* for each project, as the society was unable to find another contractor with the skills and expertise necessary to give a quote on the work required. There are a couple of water damaged logs, near the front door of the house, that need to be replaced. (Note- the sprinkler that has caused the damage has been turned off and will be moved in the near future). The conservation project required the replacement logs be made of the same type of wood and finished using a traditional method (hand-hewn). When the building was moved in the late 1980s, the window sashes and frames were removed and replaced with new double-glazed windows that are not compatible with the building's heritage character (and are also failing). COHS is going to replace these windows with traditional wood windows that are very similar to the original windows in material, size and style. The use of historic photographs and building investigation has been undertaken in order to determine what these windows looked like. The projects will follow the *Standards and Guidelines for Historic Places in Canada*. New interior storms will also be made for each of the three windows. Over the next couple of years, the rest of the windows will be restored, as funds become available. The committee approved the log conservation and window restoration project.

**The committee accepted only one quote for this project, because of the expertise needed and the lack of skilled craftsmen in the area.*

MOVED by Ian Crichton, SECONDED by Shona Harrison:

THAT the McDougall House, located 1060 Cameron Avenue, receive funding for 50% of the cost of the conservation work on the logs and for the restoration of the three windows (including screens and storms) up to a maximum of \$3,003 based on the quote of \$6,005.

Motion Carried.

757 Lawrence Ave, (H14-706): The homeowners, Kim Osmond and Dustin Andrei, submitted an application for a grant to assist in the conservation of the front stairs and porch on the Meikle House, located at 757 Lawrence Avenue. The committee approved the submitted stair and handrail/picket style, with the following conditions: the railing heights remain the same as the existing; the space under the stairs be enclosed with perpendicular wood lattice; the newel post be separated from the existing pergola structure. The conservation of the porch included repair of the wood flooring, a vintage/character style overhead porch light and staining the stairs and porch a dark walnut colour. The project was approved by the committee.

MOVED by Marietta Lightbody, SECONDED by Shona Harrison:

THAT the Meikle House located 757 Lawrence Avenue, receive funding for 50% of the cost of the conservation work on the front stairs and porch up to a maximum of \$3,372, based on the low quote of \$6,742.45.

Motion Carried.

409 Park Ave, (H14-707): The homeowner, Vic Ehmann, applied for a grant towards a new cedar shingle roof for the Groves House and garage located at 409 Park Avenue. The existing roof will be replaced with high quality No. 1 Grade Blue Label Red Cedar shingles. Originally the house would likely have had

a cedar shingle roof. The committee also highly recommended that a roof inspector inspect the finished roof to ensure a high quality roof and installation. The committee approved a grant for this project.

MOVED by Shona Harrison, SECONDED by Ian Crichton:

THAT the Groves House and garage located 409 Park Avenue, receive funding for 50% of the cost of the new cedar shingle roof up to a maximum of \$5,000, based on the low quote of \$31,870.
Motion Carried.

758 Sutherland Avenue (H14-703): Aldyn Overend, the homeowner, submitted a request to revise her April 1st 2014 grant approval towards a new asphalt shingle roof (front side only) with new eavestroughs/downspouts and new paint on the front door for the Simpson House located at 758 Sutherland Avenue. The homeowner submitted new quotes to reflect potential structural repairs that may be needed when the roof is redone. There is a concern that structural repairs will be needed as this was the case when the back of the house was reroofed in 2008. The committee recommended the use of fiberglass-lined asphalt shingles, because they are a thicker, stronger and better quality shingle. The committee approved the revised grant amount to reflect this additional cost, as the project had not yet begun.

MOVED by Marietta Lightbody, SECONDED by Shona Harrison

THAT the Simpson House located at 758 Sutherland Avenue, receive funding for 50% of the cost of the new asphalt shingle roof (and potential structural repairs), including the new eavestroughs and downspouts, as well as paint for the front door up to a maximum of \$3,143 on the low quote of \$6,285.
Motion Carried.

2127 Pandosy Street (H14-708): Charles and Rachelle Furney, the homeowners, applied for a grant towards a new asphalt shingle roof for the house located at 2127 Pandosy Street. The committee recommended that the existing roof be replaced with a high quality asphalt shingle roof in a medium half-tone colour, such as the submitted Driftwood colour. The committee recommended the use of fiberglass-lined asphalt shingles, because they are a thicker, stronger and a better quality shingle. The committee also highly recommended that a roof inspector inspect the finished roof to ensure a high quality roof and installation. The committee approved a grant for this project.

MOVED by Ian Crichton, SECONDED by Marietta Lightbody:

THAT the house located 2127 Pandosy Street, receive funding for 50% of the cost of the new asphalt shingle roof up to a maximum of \$5,000, based on the low quote of \$10,100.
Motion Carried.

721 Bernard Ave, First United Church (H13- 611): Project Completion: Ernie Patterson, board chair for the First United Church Building Committee has submitted the final documentation including photographs of the repair/replacement of the exterior bricks on the east side near the entry into the church hall, the receipts and the Declaration of Completion form (site inspection carried out by Peter

Chataway) to complete the CoKHGP grant approved at the June 11, 2013 Regular Meeting. The original grant was for 50% up to a maximum of \$1,447 (based on the quote for \$2,894 + GST) for the repair of the two areas on the building. As only one area was repaired, the new total was \$1,300 therefore 50% is \$650. The remaining \$797 went back into the program as grant savings.

MOVED by Ian Crichton SECONDED by Shona Harrison:

**THAT First United Church Society be paid the reduced grant amount of \$650 towards the cost of the repaired/replaced bricks on the east side of the church hall located at 721 Bernard Ave.
Motion Carried.**

4464 Lakeshore Road (H14-701): Change to Approved Paint Scheme: The homeowners, Susan and Gerry Harris, submitted a revised colour scheme for the W.D. Walker House located at 4464 Lakeshore Road. The homeowners have submitted the following heritage colour scheme: Kitsilano Gold (VC-11) for the siding; Mt. Pleasant Tan (VC-12) for the trims, soffits and bargeboard; Mellish Rust (VC-28) for the posts and door; Craftsman Brown (VC-32) for the window sashes. No motion was necessary as this was a revised heritage colour scheme that was approved for a grant at the April 1, 2014 meeting. The committee was pleased with the new heritage colour scheme.

5. Old/Other Business:

Policy on Grant Extensions Discussion: One of the committee members brought up a concern regarding the number of grant extensions that have recently been given. At the April 1 2014, three grant extensions were given to projects, largely for financial reasons. The committee discussed this concern and confirmed the policy that a project must be completed within one year unless there is an unforeseen circumstance. When an extension is requested by the homeowner, an extension will be considered case by case for a maximum of one additional year, for a total of two years. The applicant will have to reapply for a grant if the project is not completed within this time period.

Meeting Dates for 2014: A reminder to the committee on the meeting dates set for the four meetings in 2014: April 1, June 17, September 16 and November 18.

6. Awareness and Education:

Heritage Homeowner Talk Ideas for Fall 2014: A couple of ideas for future homeowner talks and/or workshops, aimed at people who own heritage/character buildings in Kelowna, was briefly discussed. A couple of ideas included: Insulating older homes; Asbestos in older homes; Traditional wood window repair vs replacement; Eco-Heritage. As COHS is hosting a couple of talks in October, it was thought that the grants committee, with their knowledge and expertise could once again take part (fall 2013) either this fall or in 2015. COHS talks will be on Lady Aberdeen and her Kodak photographs taken in Kelowna in 1891 by UBCO professor, Carolyn MacHardy. A second talk, by Tracey Read, on the history of the Stampede, may also take place. *(Note: Carolyn MacHardy and Tracey Read have now been confirmed for the COHS talk series in October)*

City of Kelowna Heritage Asset Management Strategy: At this time the RFP process has not been completed for St. Aidan's Church. The RFP process for the Brent's Grist Mill Park did not move forward. However COHS is organizing a public meeting on June 23 in the hope of gaining some momentum to conserve this important heritage site. It is not known if the Surtees Barn & House has moved forward to the RFP stage.

1546 Pandosy Street & Willits-Taylor Drug Store on Bernard Avenue: The grants manager received a call from the representative of the owners of these two buildings, in regards to a heritage grant towards renovating the building located at 1546 Pandosy Street. This building is not on the heritage register, however the owners were told, as the building shares a wall with the heritage register building (Willits-Taylor Drug Store) located at 375-387 Bernard Avenue, it may qualify. Although this is not the case, the manager brought this as information to the committee.

Guisachan Heritage Park Brochure: COHS has received a grant from the City of Kelowna to create and print a brochure for Guisachan Heritage Park. The manager updated the committee on the project.

Next Meeting: September 16, 2014

**ATTACHMENT 1: CITY of KELOWNA HERITAGE GRANTS PROGRAM GRANT MONEY
AVAILABLE FOR 2014**

\$4,670.27	TOTAL 2013 Rollover (grant savings/rescinded grants, Bank Interest & Rewards)
\$35,000.00	Annual Heritage Grant Money Allotment from the City of Kelowna
<u>\$4,670.27</u>	2012 Rollover
 +\$39,670.27	 TOTAL GRANT MONEY TO BE ALLOCATED IN 2014
 - \$15,513	 Total Grants Allotted in 2014 (April meeting)
 + \$0	 Grant Savings in 2014
 + \$3,750	 Rescinded Grants 2014 (April meeting)
<hr/>	
\$27,907.27	Amount Left for June Meeting

2014 GRANTS ALLOTTED:	\$15,513	(April '14)
	\$	(June '14)
	\$	(Sept. '14)
	\$	(Nov. '14)

CITY of KELOWNA HERITAGE GRANTS PROGRAM

Tuesday November 18, 2014

Reid Hall @ 3:15-5:30pm

Regular Meeting Minutes

In Attendance: Peter Chataway, Tracey Read, Shona Harrison, Ian Crichton, Randi Fox, Ben Lee and Lorri Dauncey (CoKHGP manager)

Regrets: Julie Cosgrave, Marietta Lightbody, Alasdair Smith

Recorded by: Lorri Dauncey

1. Call to Order: Tracey Read chaired the meeting (for Julie Cosgrave)

2. Review Minutes of September 16, 2014:

MOVED by Randi Fox, SECONDED by Peter Chataway

THAT the Minutes of the CoKHGP Regular Meeting on September 16, 2014 be adopted as circulated.
Motion Carried.

3. Conflict of Interest:

Standing agenda item: No committee members had any conflict of interest with the current applications being considered at the November meeting.

4. New Business:

Update on CoKHGP Grant Money Available: The CoKHGP Manager, Lorri Dauncey, distributed the *City of Kelowna Heritage Grants Program Grant Money Available for 2014 (Refer to: Attachment 1)* to advise the committee on the amount of grant money available for distribution for the last meeting in 2014. At the beginning of 2014, with the \$35,000 annual city allotment and the \$4,670.27 rollover money, a **total of \$39,670.27 was available for grant distribution**. At the April, June and September meetings, \$38,593 was allotted, \$797 was saved in grant payouts and \$3,750 was rescinded, therefore a total of **\$5,624.27 was available for grant distribution** at the November meeting.

There were some new and on-going inquiries about the heritage grant program. There are a number of people who are considering applying for funding in 2015. The program received one new application and four project completions.

732 Sutherland Avenue (H14-711): Homeowner, Valerie Hallford, submitted an application for a grant to build sixteen new wood storm windows on the Coubrough House located at 732 Sutherland Avenue. This grant application included two quotes that ranged from \$1,790 to \$4,716.60. The submitted low

bid was from the same contractor who built the six wood interior storm windows on the front enclosed porch. (This was part of her last approved grant (H11-414) which was completed at this meeting.) The committee approved a grant of 50% of the low bid, as this contractor's work was acceptable. **Note: the homeowner has two storm windows that will be used as a template to build new storm windows for the house.*

MOVED by Ian Crichton SECONDED by Shona Harrison:

THAT the Coubrough House, located 732 Sutherland Avenue, receive funding for 50% of the cost for building sixteen new wood storm windows for the house, up to a maximum of \$895 based on the low quote of \$1,790. Motion Carried.

732 Sutherland Avenue (H11-414): Project Completion: Valerie Hallford, the homeowner, submitted the final documentation including photographs of the stairs, veranda and the porch's new interior storm windows, the receipts and the Declaration of Completion form (site inspection carried out by Peter Chataway) to complete the CoKHGP grant approved at the September 13, 2011 Regular Meeting. It should be noted that the total cost of the project was \$3,282.22, with 50% being \$1,890.83. The homeowner did not receive the full 50% as at the time of the project approval, there was only \$1,391.39 left in granting dollars.

MOVED by Randi Fox, SECONDED by Shona Harrison:

THAT Valerie Hallford be paid the maximum grant of \$1,391.39 towards the cost of the new wood stairs, front veranda and the six new wood interior storm windows on the enclosed porch of the Coubrough House located at 732 Sutherland Avenue. Motion Carried.

255 Lake Avenue (H14-702): Project Completion: The homeowners, Karen and Dave Polley, submitted the final documentation including photographs of the repaired/restored windows with the new wood storm windows and screens, the receipts and the Declaration of Completion form (site inspection carried out by Ian Crichton) to complete the CoKHGP grant approved at the April 1, 2014 Regular Meeting. The total cost of the project was \$8,650, as submitted on the quote.

MOVED by Shona Harrison, SECONDED by Ian Crichton:

THAT Karen and Dave Polley be paid the maximum grant of \$4,325 towards the cost of the conservation of the original windows and for new wood storm windows and screens on the Lewis House located at 255 Lake Avenue. Motion Carried.

758 Sutherland Avenue (H14-703): Project Completion: The homeowners, Aldyn Overend, submitted the final documentation including photographs of the new asphalt shingle roof, the receipts and the Declaration of Completion form (site inspection carried out by Ian Crichton) to complete the CoKHGP grant approved at the April 1, 2014 Regular Meeting. The total project cost of the project was \$6,327.40, slightly more than the submitted low bid of \$6,285.

MOVED by Shona Harrison, SECONDED by Ben Lee:

THAT Aldyn Overend be paid the maximum grant of \$3,143 towards the cost of the structural repairs of the roof and the installation of the new asphalt shingle roof (front side only) on the Simpson House located at 758 Sutherland Avenue. **Motion Carried.**

1826 Maple Street (H14-709): Project Completion: Barb Craig and Don King, the homeowners, submitted the final documentation including photographs of the newly painted back facade, the receipts and the Declaration of Completion form (site inspection carried out by Ian Crichton) to complete the CoKHGP grant approved at the September 16, 2014 Regular Meeting. The total project cost of the project was \$1,400, slightly more than the submitted low bid of \$1,300.

MOVED by Peter Chataway, SECONDED by Ben Lee:

THAT Barb Craig and Don King be paid the maximum grant of \$650 towards the cost of the prep and painting of the west façade (back) of the Brown House located at 1826 Maple Street. **Motion Carried.**

339-347 Bernard Avenue (H14-710): Approval Update

The manager updated the grants committee on the following:

"Glenmore Millworks (Al Atkins) went back to the site to look at the six windows. A new quote was submitted to the owner to reflect the following work, as requested: replace the existing window sashes with similar two lite (double glazed with beveled stops to replicate the outside putty glazing as per existing), single hung vertical sliding windows with a fixed sash over an operable lower sash; repair and reuse the existing window jambs and interior and exterior casings; all new components will be made from clear fir and primed. Glenmore also recommended the installation of a counterbalance system (there is no existing one, a stick holds the bottom sash open) and screens. The total estimate is \$11,845 plus GST. **The approval letter was sent out with the grant being approved for 50%, up to a maximum of \$5,000, based on the \$11,845 quote.**" *(Included in the September 16 2014 Minutes as Note 2 Follow Up)*

The committee discussed this compromise reached for this commercial downtown heritage building and its implications. Esther Moore, Dutchcad BIL Investments Ltd.'s representative, contacted the manager to inquire about two more commercial heritage buildings that the company owns (Willits-Taylor Drug Store and the Leckie Block- Bennett's Furniture and Hardware) in regards to future grants. In order to not set a precedent for heritage commercial buildings, further research is required in order to determine if replacement of the window sashes is acceptable and/or what solutions may be better. The manager will follow up on this by contacting the Heritage Conservation Branch. **This issue will be further discussed at the first 2015 meeting.**

5. Old/Other Business:

CoKHGP Year End Report 2014: The manager will compile the grants year-end report for 2014 and will distribute it to the committee and the City of Kelowna planning department liaison (Lauren Sanbrooks). It is expected to be completed by the end of January 2015.

Committee Meeting Dates for 2015: The proposed meeting dates for 2015 are March 31; June 16; September 22; November 17. **Note: the 2015 meeting dates are now confirmed as **April 7; June 16; September 15; November 17***

Heritage Register annual Mailout: The annual mailout will take place in January or early February, depending when the labels, envelopes, and letters are received from the City of Kelowna Planning department. Once again letters and a list of recent grant recipients will be mailed out to each heritage register building owner. This has proven to be an excellent way to remind and/or let new owners know about the CoKHGP and where they can get more information on the program.

CoKHGP Presentation to City Council, Feb. 16 2015 at 1:30pm: The annual presentation to City Council has been set for the Monday council meeting during Heritage Week, as in previous years. One of the grants committee members will make the presentation to council, which will include a power point presentation on the 2014 grant recipients (compiled by the grants manager) and an opportunity to thank council for their continued support. *(Note: this year Peter Chataway will do this on behalf of the grants committee)*

6. Awareness and Education:

Bob Marriage Passing: Peter Chataway, a good friend of Bob's, told the committee about some of Bob's contributions to heritage and history in Kelowna. He lived in the Abbott Street Conservation area for a good part of his life. Bob was a great source of information on buildings and people in the area. Peter emphasized how important it is to write down the stories of these elderly Kelowna residents, as many of their stories have been lost. Bob died on May 27, 2014 at the age of 93 years old.

Heritage BC Conference & Awards- Building Bridges:

This year's Heritage BC Conference was held on Sept. 26 and 27 in Cloverdale, BC. Grants committee members/manager who attended included: Tracey Read, Peter Chataway and Lorri Dauncey. Tracey and Peter updated the committee on the highlights of the conference including the two material workshops and Richard Linzey's (Heritage Branch) talk on "Sustainable Conservation".

Guisachan Heritage Park Brochure: The newly created *Guisachan Heritage Park Brochure* (COHS project) was distributed to the committee members. The brochure will provide interpretation for visitors (local and out of town guests) to Guisachan Heritage Park, which has been limited new interpretation signage is needed.

Heritage Week - Main Street, At the Heart of the Community (Feb. 16-22, 2015): The theme for Heritage Week 2015 has been set. The local Heritage Week committee is planning events for the week with various groups in West Kelowna, Kelowna and Lake Country. The calendar of events should be out by early February and will be distributed to the committee members.

Next Meeting: **April 7, 2015** (Confirmed in early 2015)

The Volunteer Appreciation Event followed the grants meeting at Reid Hall.

**ATTACHMENT 1: CITY of KELOWNA HERITAGE GRANTS PROGRAM GRANT MONEY
AVAILABLE FOR 2014**

\$4,670.27	TOTAL 2013 Rollover (Grant savings/rescinded grants, Bank Interest & Rewards)
+ \$35,000.00	Annual Heritage Grant Money Allotment from the City of Kelowna
<hr/>	
+\$39,670.27	TOTAL GRANT MONEY TO BE ALLOCATED IN 2014
-\$38,593	Total Grants Allotted in 2014 (April, June, Sept meetings)
+ \$797	Grant Savings in 2014
+ \$3,750	Rescinded Grants 2014 (April meeting)
<hr/>	
\$5,624.27	Amount Left for November Meeting

2014 GRANTS ALLOTTED:	\$15,513	(April '14)
	\$ 17,430	(June '14)
	\$ 5,650	(Sept. '14)
	<u>\$ 895*</u>	<u>(Nov. '14)</u>

Note: A grant for \$895 was approved at the November 2014 meeting. This leaves \$4,729.27 that was not allotted after the grant savings and rescinded grants were put back into the grant program at the end of the year.

CITY of KELOWNA HERITAGE GRANTS PROGRAM

Tuesday September 16, 2014

Reid Hall @ 3:15-5:30pm

Regular Meeting Minutes

In Attendance: Julie Cosgrave, Peter Chataway, Tracey Read, Shona Harrison, Randi Fox, Ben Lee and Lorri Dauncey (CoKHGP manager)

Regrets: Marietta Lightbody, Ian Crichton

Recorded by: Lorri Dauncey

1. Call to Order: Julie Cosgrave chaired the meeting

2. Review Minutes of June 17, 2014:

MOVED by Peter Chataway, SECONDED by Ben Lee

**THAT the Minutes of the CoKHGP Regular Meeting on June 17, 2014 be adopted as circulated.
Motion Carried.**

3. Conflict of Interest:

Standing agenda item: No committee members had any conflict of interest with the current applications being considered at the September meeting.

4. New Business:

Update on CoKHGP Grant Money Available: The CoKHGP Manager, Lorri Dauncey, distributed the *City of Kelowna Heritage Grants Program Grant Money Available for 2014 (Refer to: Attachment 1)* to advise the committee on the amount of grant money available for distribution for the two remaining meetings in 2014. At the beginning of 2014, with the \$35,000 annual city allotment and the \$4,670.27 rollover money, a **total of \$39,670.27 was available for grant distribution**. At the April and June meetings, \$32,943 was allotted, \$797 was saved in grant payouts and \$3,750 was rescinded, therefore a total of **\$11,274.27 was available for grant distribution** at the September meeting.

There were some new and on-going inquiries about the heritage grant program. There are a number of people who are considering applying for funding in 2015. The program received two new applications, one request for an extension and one request to modify the approved porch.

As there are a number of applications and limited funds, the committee members were reminded that residential and designated properties receive priority (as stated in the program guidelines) in the granting process, if the qualifying grants amount is larger than the total amount of money available.

1826 Maple Street (H14-709): Barb Craig and Don King, the homeowners, submitted an application for a grant towards the prep and painting of the west façade (back) of the Brown House located at 1826 Maple Street. The homeowners were given a grant in 2010 to paint three sides of the house. At the time the back façade did not need to be painted. The colour scheme remains the same as was approved in 2010. One of the quotes included using 'Dry Decked' a wood fill product, which was deemed acceptable by the committee. The committee approved the grant.

MOVED by Peter Chataway, SECONDED by Tracey Read:

THAT the Brown House, located 1826 Maple Street, receive funding for 50% of the cost of the prep and painting of the west façade of the house, up to a maximum of \$650 based on the low quote of \$1,300.
Motion Carried.

339-347 Bernard Avenue (H14-710): Esther Moore, Dutchcad BIL. Investments Ltd. representative, submitted a grant application for the Sutherland Store, located at 339-347 Bernard Avenue. The company, who owns a number of downtown buildings, including some on the heritage register, applied for a grant towards the repair/replacement of the six second-story windows. The building is currently undergoing interior and exterior renovations, including work on the original windows located on the second-story. The program manager had a number of conversations with Ms. Moore in regards to replacement versus repair of these windows. The program manager referred two contractors who could give a fair assessment on the condition of the windows and are qualified to make the repairs necessary. Unfortunately, these contractors were unable to give a quote and did not have time to do the work. Ms. Moore was only able to get two quotes (two different window finishes) for new sashes and window frame units through Glenmore Mill Works and an American company who makes these units. The discussion by the committee included the dilemma that if one cannot find a qualified contractor to repair the windows, then is the only choice to replace with new window units, what precedence this decision may create, is any window replacement acceptable, commercial versus residential architecture decisions. It was reiterated that traditional windows are meant to be repaired and used continually, unlike modern windows that are disposable after a relatively short time. After much discussion, it was decided that a committee member would speak directly to Glenmore Millworks to see if Glenmore would be able and willing to re-look at the windows to determine if the windows could be repaired and if they would be able to do this work. In the meantime the following motion was made:

MOVED by Randi Fox, SECONDED by Shona Harrison:

THAT the Sutherland Store, located 339-347 Bernard Avenue, receive funding for 50% of the low bid for the repair/replacement of the six second-story windows subject to:

- 1. That the owner has done its due diligence in attempting to get a contractor to give a quote on the repair of these six windows.**
- 2. The window frames, sills, trims, etc. will be repaired and maintained, with only the replacement of the window sash.* The new sash will replicate the original/existing single-hung wood window primed (no metal cladding as is listed in one of the quotes).**

Motion Carried.

***Note:** The intention is to find a solution for commercial heritage buildings (vs. residential heritage buildings) because it is recognized that there is a need for ease of access in these buildings.

Note 2 Follow up: Glenmore Millworks (Al Atkins) went back to the site to look at these six windows. A new quote was submitted to the owner to reflect the following work, as requested: replace the existing window sashes with similar two lite (double glazed with beveled stops to replicate the outside putty glazing as per existing), single hung vertical sliding windows with a fixed sash over an operable lower sash; repair and reuse the existing window jambs and interior and exterior casings; all new components will be made from clear fir and primed. Glenmore also recommended the installation of a counterbalance system (there is no existing one, a stick holds the bottom sash open) and screens. The total estimate is \$11,845 plus GST. **The approval letter was sent out with the grant being approved for 50%, up to a maximum of \$5,000, based on the \$11,845 quote.**

4464 Lakeshore Road (H14-701): Request for Extension: The homeowners, Susan and Gerry Harris, submitted a request for a project extension in order to complete the prep and painting of the W.D. Walker House located at 4464 Lakeshore Road. The painting company that they wanted to use (Brush Strokes) was fully booked until April 2015 (after the project completion deadline). The committee approved a one year extension of the project.

MOVED by Shona Harrison, SECONDED by Julie Cosgrave:

THAT a one year extension (until September 2015) be granted to the homeowners of the W.D. Walker House located 4464 Lakeshore Road for the prep and painting of the house.

Motion Carried

732 Sutherland Avenue (H11-414): Request to Modify Porch: Val Hallford, the homeowner, submitted a request to slightly modify the size of the front porch and add railings. The homeowner has asked for the new porch to be extended to the corner of the house, rather than stopping part way, as the existing porch once did (this was not an original or early porch, but a more recent poorly constructed addition). This slight alteration was approved by the committee, as well as the addition of railings.

MOVED by Peter Chataway, SECONDED by Randi Fox:

THAT the modification of the size of the porch and the addition of railings be approved for the Coubrough House located at 732 Sutherland Avenue.

Motion Carried.

5. Old/Other Business:

Need of Heritage Contractors in the area: The committee discussed the need for contractors in the Kelowna area with the skills to do the conservation work needed on heritage and character buildings. There are only one or two people at this time that are capable and able to take on this type of work, that the committee is aware of. This problem has become especially apparent in the grant application for the repair/replacement of the traditional wood windows on the Sutherland Store on Bernard Avenue. The committee is encouraged to check their sources to see if other qualified craftsmen are in the area that are willing to take on some of these smaller conservation projects.

Larry Foster's Celebration of Life in July: In his position as senior city planner, Larry was instrumental in the creation of the Kelowna Heritage Foundation, the predecessor to the City of Kelowna Heritage Grants Program. Larry was also a CoKHGP committee member and president of Heritage BC, once he retired from the City of Kelowna. Larry was a strong heritage advocate and supporter in Kelowna, he will be missed.

6. Awareness and Education:

Heritage BC Conference & Awards- Building Bridges: This year's Heritage BC Conference will be held on Sept. 26 and 27 in Cloverdale, BC. This is the first conference in the past five years (or so) that will be offering a range of speakers, workshops and activities within the host city. The Kelowna contingent will include: Janice Henry (president of HBC, executive director of COHS), Tracey Read (COHS board member and CoKHGP rep), Peter Chataway (CoKHGP member), Michele Rule (COHS board member), Frithjof Petscheleit (COHS volunteer), Shannon Jorgenson (Lake Country Museum), Lorri Dauncey (CoKHGP manager).

COHS Fall Lecture Series: On October 14 Carolyn MacHardy, UBCO professor, will talk about Lady Aberdeen and her Kodak photographs taken in Kelowna in 1891. On October 21 Tracey Read, COHS board member and CoKHGP committee member, will talk about the history of the tradition of stampedes in North America with a focus on the Calgary Stampede.

Guisachan Heritage Park Brochure: The Guisachan Heritage Park Brochure is almost completed. It has been reviewed by many stakeholders and will be ready for distribution in November. The brochure will provide interpretation for visitors (local and out of town guests) to Guisachan Heritage Park, which has been limited and in need of new interpretation signage.

Next Meeting: **November 18, 2014**

**ATTACHMENT 1: CITY of KELOWNA HERITAGE GRANTS PROGRAM GRANT MONEY
AVAILABLE FOR 2014**

\$4,670.27	TOTAL 2013 Rollover (Grant savings/rescinded grants, Bank Interest & Rewards)
\$35,000.00	Annual Heritage Grant Money Allotment from the City of Kelowna
<u>\$4,670.27</u>	2012 Rollover
+\$39,670.27	TOTAL GRANT MONEY TO BE ALLOCATED IN 2014
-\$32,943	Total Grants Allotted in 2014 (April meeting)
+ \$797	Grant Savings in 2014
+ \$3,750	Rescinded Grants 2014 (April meeting)
\$11,274.27	Amount Left for September Meeting

2014 GRANTS ALLOTTED:	\$15,513	(April '14)
	\$ 17,430	(June '14)
	\$	(Sept. '14)
	<u>\$</u>	<u>(Nov. '14)</u>

CITY of KELOWNA HERITAGE GRANTS PROGRAM

Annual Report: 2014

The City of Kelowna Heritage Grants Program (CoKHGP) completed its seventh year under the management of the Central Okanagan Heritage Society (COHS). During this period, the mandate of the program has become focused primarily on informing the public about the program, answering any inquiries about the program, as well as inquiries about heritage conservation, administering the application process and educating heritage building owners on good heritage conservation practices. Over the past year, the City of Kelowna Heritage Grants Program has observed that many residents of our community are interested in the conservation of our heritage buildings and in raising public awareness of the heritage of our community. Many owners of heritage buildings have obtained financial assistance and advice from the City of Kelowna Heritage Grants Program on conserving their heritage properties.

The following summarizes the City of Kelowna Heritage Grant Program's activities for the past year.

Committee Members

The CoKHGP committee is composed of five regular members and a maximum of five alternate members as outlined below:

- a) One person from the Central Okanagan Heritage Society Board;
- b) One person from the architectural field;
- c) One person from the construction industry;
- d) Interested private citizens.

All new regular CoKHGP committee members receive an orientation prior to their attendance at their first grant committee meeting.

The following lists the names of the 2014 regular CoKHGP committee members:

Peter Chataway (Building Designer, Heritage Advocate)
Julie Cosgrave (Freelance writer including articles on local architecture)
Marietta Lightbody (Local Historian)
Ian Crichton (Retired Carpenter and Building Contractor)
Tracey Read, *COHS Board Representative* (historian and author)
Lorri Dauncey, *Program Manager, non-voting* (Heritage Conservation Expert)

Randi Fox, alternate (Architect)
Shona Harrison, *alternate* (UBCO and OC Professor, Old Kelowna Facebook creator – owner of heritage building)
Alasdair Smith, alternate (Contractor/carpenter with speciality in heritage buildings and materials)
Ben Lee, alternate (Founding Kelowna Heritage Foundation member, Retired City Councillor)

Grant Summary

The City of Kelowna Heritage Grants program committee had four regular meetings (*Refer to: Attached CoKHGP Regular Meeting Minutes for 2014 for details on the work that was approved and completed on each application*) to review grant applications for Kelowna Heritage Register buildings. During 2014, the grant committee approved eleven (11) heritage grants for a total of \$39,488.00, up from 2013's total of \$37,787.00 for thirteen (13) grants. There were no grant applications received this year that were not approved, as all the applications met the grant requirements and were considered good conservation projects. Unlike the past three years (2011, 2012, 2013), no grants in 2014 were moved to the following year due to a lack of funds. This is likely due to the \$5,000 increase in the grant allotment to \$35,000 in 2014. There was one grant approved in 2012 (it had received a one year grant extension in 2013) that was rescinded at the April 2014 meeting at the request of the homeowners, as they were unable to complete the project due to financial circumstances. A total of \$3,750 was returned to the program in 2014 due to the rescinded grant. A total of seven grants were brought to a committee meeting for completion in 2014. The completed grants included: one approved in 2011; three approved in 2013; three approved in 2014. When approved grants were completed, there was a grant savings of \$797. There was a total of \$15,822.39 paid out in grants during the year. The funds returned to the grant program, the net interest (after bank fees) and any funds left over, total \$5,171.11. This money will go back into the program for 2015 as the rollover funds. Heritage grants awarded this year ranged from \$650 to \$5,000.

A compilation of figures on the CoKHGP approved, declined and withdrawn grant applications for 2007 (Kelowna Heritage Foundation), 2008, 2009, 2010, 2011, 2012, 2013 and 2014 is provided. (*Refer to: Appendix 1: City of Kelowna Heritage Grants Program Applications 2007-2014*)

Grant Requests Reviewed ~ 2014

New applications

4464 Lakeshore Road; Active (\$5,000 approved)

A grant towards the prep and painting of the W.D. Walker House was approved at the April 1st meeting. The homeowners had submitted a colour scheme similar to the existing house colours, using high quality Benjamin Moore Aura paint in the True Colour palette. The estimated cost of the project is \$10,350 + GST. The grant approval was for 50 % to a max of \$5,000 based on \$10,350 quote.

Request to modify: The homeowners submitted a revised colour scheme for the house at the June meeting. (Approved at the June 17th meeting)

Request for an extension: The homeowners requested an extension, as the painter that they wanted to use was booked up until spring 2015. (Approved at the September 16th meeting)

255 Lake Avenue; Approved and Completed (\$4,325)

A grant towards the cost of the conservation work (i.e. repair and/or replacement - only if a window is not repairable) of the windows, for new wood storm windows and screens on the Lewis House was approved at the April 1st meeting. The homeowners had submitted quotes for both new wood windows and the conservation (repair) work of the existing windows.* The committee approved 50% to a maximum of \$4,325 based on the \$8,650 quote for the conservation of the existing windows, following the *Standards and Guidelines for Historic Places in Canada*.

Project completion: The project completion was reviewed at the November 18th meeting, including the required site visit by a committee member. The total project cost was \$3,282.22 + GST. The full grant of \$1,391.39 was paid out to the homeowner.

**Note: New replacement windows were at least two times the cost and not appropriate, as the windows are identified as a character defining element (CDE) in the building's Statement of Significance (SOS)*

758 Sutherland Avenue; Approved and Completed (\$3,143)

A grant towards the cost of a new asphalt shingle roof (front side only as the back has a new addition with a new roof installed a few years ago), as well for new eaves troughs/downspouts and new paint on the front door on the Simpson House was approved at the April 1st meeting. The committee approved 50% to a maximum of \$2,088 based on the \$4,175 low quote for the new roof.

Request to modify: The homeowner submitted a request to modify the grant approval at the June 17th meeting to include roof structural repair costs that was not in the original grant request. As the project had not begun, the committee approved the additional repair costs to reflect the grant amount increase to 50% to a maximum of \$3,143 based on the \$6,285 revised quote. (Approved at the June 17th meeting)

Project completion: The project completion was reviewed at the November 18th meeting, including the required site visit by a committee member. The total project cost was \$6,327.40 + GST, slightly more than the submitted low revised bid of \$6,285. The full grant of \$3,143 was paid out to the homeowner.

845 Lawrence Avenue; Active (\$4,100 approved)

A grant towards the prep and painting of the George Ritchie House was approved at the April 1st meeting. The homeowners had submitted an appropriate heritage colour scheme similar to the existing house colours, using the Benjamin Moore True Colours for Western Canada palette. The estimated cost of the project is \$8,200 + GST. The grant approval was for 50% to a max of \$4,100 based on low quote.

1060 Cameron Ave (McDougall House); Active (\$3,003 approved)

A grant towards the cost of the conservation work for a couple sections of the log walls next to the front door and for the restoration of three of the windows* including new interior storms on the McDougall House was approved at the June 17th meeting. This heritage designated building is owned by the Central Okanagan Heritage Society and is located in Guisachan Heritage Park. The committee approved 50% to a maximum of \$3,003 based on the \$6,005 quote.

**Note: The existing windows were installed when the building was relocated to its current location in the late 1980s. These windows are not compatible with the building's character and have also failed. COHS is replacing these 1980s windows with traditional wood windows that are similar to the original in material, size and style. This will be done using historic photographs and building investigation as well as using a qualified heritage building carpenter/craftsman.*

757 Lawrence Avenue; Active (\$3,372 approved)

A grant towards the conservation of the front stairs and porch on the Meikle House was approved at the June 17th meeting. The approved work included new stairs and handrail that replaced the current incompatible elements. The new stairs and handrail is based on research of an appropriate style for the house. The committee approved 50% to a maximum of \$3,372 based on the low quote of \$6,742.45.

409 Park Avenue; Active (\$5,000 approved)

A grant towards the cost of a new cedar shingle roof for the Groves House was approved at the June 17th meeting. The house currently has a cedar shingle roof, which is likely what the original roof would have

been. The committee approved 50% to a maximum of \$5,000 based on the low quote of \$31,870 for the new roof.

2127 Pandosy Street; Active (\$5,000 approved)

A grant towards the cost of a new asphalt shingle roof (including any structural repairs) for the Pandosy Street heritage house was approved at the June 17th meeting. The committee approved 50% to a maximum of \$5,000 based on the \$10,100 low quote for the new roof.

1826 Maple Street; Approved and Completed (\$650)

A grant towards the prep and painting of the west façade (back) of the Brown House was approved at the September 16th meeting. The homeowners submitted an appropriate colour scheme that was the same colours as the rest of the house. The estimated cost of the project is \$1,300 + GST. The grant approval was for 50% to a maximum of \$650 based on low quote.

Project completion: The project completion was reviewed at the November 18th meeting, including the required site visit by a committee member. The total project cost was \$1,400 (+ GST), slightly more than the submitted low bid of \$1,300. The full grant of \$650 was paid out to the homeowner.

***Note:** the homeowner received a \$1,000 grant to paint the front and sides of the house in 2010.

339-347 Bernard Avenue: Active (\$5,000 approved)

A grant towards the cost of the conservation work on the six second-story windows on the Sutherland Store was approved at the September 16th meeting. The building owner's representative submitted quotes for the replacement of the windows (CDE), as she could not get any quotes to repair the windows.* The committee worked with Glenmore Millworks, the building owner's representative and contractor to figure out the best solution for this heritage commercial building. The committee approved 50% to a maximum of \$5,000 based on the \$11,845 quote for the conservation of the existing windows.

***Note:** Please see the September 16th 2014 minutes for additional details.

732 Sutherland Avenue; Completed (\$1,391.39)

Active (\$895 approved)

There were a number of actions undertaken at committee meetings that were required for the Coubrough House in 2014. These were initiated by the homeowner.

A grant approved in 2011 towards the repair/replacement of the front stairs, front verandah and for six new interior storm windows required a number of actions:

Request for an extension: The homeowner requested an extension until November 2014.

(Approved at the April 1st, 2014 meeting)

Request to modify: The homeowner asked for a slight change in the design of the porch with an addition of a railing. (Approved at the September 16th 2014 meeting)

Project Completion: The project completions were reviewed at the November 18th meeting, including the required site visit by a committee member. The total project cost was \$3,282.22 + GST. The full grant of \$1,391.39 was paid out to the homeowner.

A new grant application was submitted and approved at the November 18th 2014 meeting towards building sixteen new wood storm windows for the Coubrough House. The committee approved 50% to a maximum of \$895 based on the \$1,790 low quote.

Rescinded grants

2796 KLO Road; Rescinded (\$3,750)

The homeowners requested that their 2012 approved grant towards painting the KLO House be rescinded at the April 1st meeting due to their lack of funds. The committee rescinded the grant for \$3,750, and the funds were returned into the program.

Request for an extension and/or modification of approved grant

469 Park Avenue; Extension Granted until April 2015

The homeowner requested a one year extension until April 2015 to complete the new roof on the Buck House. (Approved at the April 1st meeting)

1978 McDougall Street; Extension Granted until April 2015

The homeowner requested a one year extension until April 2015 to complete the new roof on the Jennens House. (Approved at the April 1st meeting)

732 Sutherland Avenue; Extension Granted until November 2014 (Details in the New Application section) (Approved at the April 1st meeting)

4464 Lakeshore Road; Modification to the paint scheme approved (Details in the New Application section) (Approved at the June 17th meeting)

4464 Lakeshore Road; Extension Granted (Details in the New Application section) (Approved at the September 16th meeting)

732 Sutherland Avenue; Modification to the porch size and addition of railings approved (Details in the New Application section) (Approved at the September 16th meeting)

Completed grants

1922 Abbott Street; Completed (\$663)

The project completion for the repair and/or new flashings, eaves troughs and down pipes on the Fumerton House was reviewed at the April 1st meeting (including the required site visit by a committee member). The total project cost was \$1,325 (+ GST). The full grant of \$663 was paid out to the homeowner. This completes the grant approved at the June 11, 2013 meeting.

715 Sutherland Avenue; Completed (\$5,000)

The project completion for the conservation of the side porch on the Harvey House was reviewed at the November 12, 2013 meeting (including the required site visit by a committee member). The grant of \$5,000 was paid out in January 2014, once the rest of the receipts were submitted. The total project cost was \$10,000 (+ GST). The full grant of \$5,000 was paid out to the homeowner. This completes the grant approved at the March 26, 2013 meeting.

721 Bernard Avenue, First United Church; Completed (\$1,447 approved; paid out \$650)

The project completion for the repair/replacement of the bricks on the east side of the church hall was reviewed at the June 17th meeting (including the required site visit by a committee member). The grant approval of \$1,447 was for the repair of two areas of the building but due to the location under the roof

peak of one area it was not able to be repaired at this time. The total project cost for the area that was repaired was \$1,300 (+ GST), of which \$650 was paid out to the First United Church. This completes the grant approved at the June 11, 2013 meeting.

732 Sutherland Avenue; Completed (\$1,391.39) (Details in the New Application section) (Approved at the November 18th meeting)

255 Lake Avenue; Completed (\$4,325) (Details in the New Application section) (Approved at the November 18th meeting)

758 Sutherland Avenue; Completed (\$3,143) (Details in the New Application section) (Approved at the November 18th meeting)

1826 Maple Street; Completed (\$650) (Details in the New Application section) (Approved at the November 18th meeting)

Notes:

The total project cost before taxes is the amount that grant approval is based on. Taxes are the responsibility of the building owners.

In roofing projects, the use of a half-tone medium colour is generally recommended by the committee as being appropriate for the building and for the Okanagan climate.

In roofing projects, the committee highly recommends that a roof inspector is hired to ensure that the roof is properly installed and won't fail in the near future.

In painting projects, the use of the Benjamin Moore True Colours for Western Canada palette is highly recommended by the committee for an authentic heritage colour scheme.

CoKHGP Manager Activities

The program manager had approximately 250 hours* allotted for program in 2014. This allows for about 5 hours a week (based on about 48 weeks) to work on the grants program. However due to the nature of the program and the flexibility that the manager must have to administer it, there are certain times of the year that the manager is required to work 10-20 hours in a week. As well the manager will be required to answer inquiries during her COHS office hours and sometimes even after office hours, to ensure that (potential) applicants are best looked after in a timely manner. When the program first began over seven years ago, the manager had Tuesday afternoon hours only. It was soon apparent that this did not work well for this type of program, especially as application deadlines approached. The manager must be very flexible in her time for the success of the program. This does present challenges, especially with tracking the time of each interaction. The majority of the emails and calls are tracked by each building address. It should be noted that one general inquiry about the program may take place one year and then a couple of years later may be followed up with more serious intent to apply for a grant. The following is a rough estimate of the breakdown of the manager's time spent on tasks to administer the program.

****NOTE:** The number of hours may vary each year. This is sometimes due to a slight increase in the manager's hourly wage.*

***NOTE:** Additional tasks include: recording hours worked for payroll every two weeks; purchasing supplies for program (i.e. stamps for mailout) and refreshments for each meeting; filling out expense sheets for purchases and mileage (i.e. travel to meetings and to purchase supplies)*

Set up program for year:	10-15 hours/year
Tracking and Filing:	15-20 hours/year
Reporting:	40-45 hours/year
Financials:	10-15 hours/year
Committee Members & Communications:	5-8 hours/year
Program and Heritage Inquiries:	25-30 hours/year
Project Application/Completion Process:	45-55 hours/year
Committee Meetings and Follow up:	75-80 hours/year
Volunteer Appreciation, Education & Awareness	5-8 hours/year

Set up program for year:

-Set and confirm meeting dates & application/completion deadlines

-Book city council presentation - This includes: confirm which committee member will give presentation to council; create power point presentation; attend and help answer questions if needed

-Annual mailout - This includes: update mailout letter; mailout insert on past 2-3 years of grant recipients and types of projects that received grants for conservation work; getting info to city staff and picking up materials for mailout, stuffing envelopes and mailing letters; follow-up on any returned letters

-Update CoKHGP guidelines/application – Email to city staff and ensure that the updated information is posted on the city and COHS websites

-Committee Members– Ensure that the committee has knowledgeable persons with heritage, history, construction, architecture, etc. expertise. Give orientation for any new committee members, prior to attending their first meeting. Update contact information on committee.

Tracking and Filing:

-Inquiries (phone calls, emails, face to face) - These are noted on contact forms for each heritage register building. There are also some general inquiries each year from individuals that do not own a Kelowna Heritage Register building. These range from inquiries on how to get their building on the Kelowna Heritage Register, to what is an appropriate heritage paint scheme on their character house.

-Update grants on master list - Each application is tracked and updated on a master list by year. Information includes: grant number, address, amount awarded, amount paid out, any savings, amount rescinded, if completed, not approved, rescinded, etc. The grand total amounts are included from the first year of the program. This information is compiled in *Appendix 1: City of Kelowna Heritage Grants Program Applications 2007-2014* of this report.

-Update and management of building files by address - This includes both inquiries and active and completed grant files. The files also include the SOS and may include photographs.

Reporting:

-Year-End Report to City of Kelowna – The compilation of the Year-End Report uses time allotted in 2014 and in 2015 (report usually submitted in late January, once bank statements are received).

-City staff questions on program and any additional reporting requested - The amount of time spent on this varies each year. In December 2014, there were a number of requests for information on the administration of the program by city staff.

-Regular meetings with COHS Executive Director to discuss any issues/information on program - This includes: follow up on each meeting; any issues that may arise, financial updates- including requests for cheques when projects are completed); update of the program to COHS Board members (June 2014 Update to COHS Board)

-Grants Program power point presentation to City Council during Heritage Week. The manager continued this traditional from when the grants program was called the Kelowna Heritage Foundation. The intent of the presentation is to show city council the building's that received a heritage grant the year before, the amount of money awarded, thank city council for supporting the grants program and answer any questions. The past two or three years, the manager has taken the initiative to include the CoKHGP Year-End Report for council information before the presentation.

Financials:

-Grant money available for year – Determine rollover money from year prior to add to annual allotment for program. This determines the total amount of funds available for distribution for the year.

-Grant money available for each meeting - Prior to each meeting, the manager updates the amount of money left for grants for the committee's information. This indicates how much money has been allocated and how much is left for the rest of the year.

-Update the list of applications – This includes the approved grant amount, the paid out amount, grant savings and if rescinded. This is compiled at the end of the year and in January to determine the rollover money for 2015. **Note:** overlap with tracking and filing section

Committee Members:

The manager is responsible for ensuring that there is a full committee. There were a couple of committee changes this year. Shona Harrison, due to personal time constraints, resigned from the COHS Board at the end of 2013 and therefore was replaced by new COHS Board member Tracey Read in 2014. Shona Harrison remained on the grants committee as an alternate. There were five regular members and four alternate members on the committee during 2014.

Program and Heritage Inquiries:

In 2014, there were between 40-45 people who contacted the manager about the City of Kelowna Heritage Grants Program and/or other heritage related questions. Eleven of these inquiries led to new grant applications in 2014. Fourteen of these inquiries were for active grants already approved including: requests to rescind, to modify, for an extension and to complete a grant.

There were a number of inquiries and questions that did not culminate into a grant request at this time. Over the past seven years, a number of these initial inquiries, turn into grant applications at a later date. With the various ways that the CoKHGP has been promoted to the public and specifically to Heritage Register Building Owners, we have seen a continued interest in the program.

-Follow up e-mail, telephone and 'in person' inquiries about the grant program and other heritage-related questions. Each inquiry usually requires a minimum of two to three (and sometimes more) phone calls, e-mails and even meetings to answer the various questions and concerns.

Project Application/Completion Process:

Once a general inquiry turns into the intent to apply for a heritage grant, this will require more time spent with the (potential) applicant(s) to ensure that the application includes all the relevant information needed for a successful application. The manager reviews the SOS and the CDE of the building to determine if the project may impact the heritage value of the building. If there are questions about the project in regards to the impact on its CDE, the manager attempts to gather further information from the owner to include in the grant application. The manager reviews the application a final time to ensure that everything is in order and the application is ready to be reviewed by the committee. It should be noted that there are sometimes a couple of potential applicants that go

partway through the process and then do not end up applying that year. This is usually due to financial circumstances and/or timing of other projects that they are undertaking. These will sometimes turn into grant applications the following year or even a couple of years in the future. When a project is completed (or a request for consideration of modification of the grant approval, an extension or to rescind the grant), the process is similar. The manager answers any questions about what is needed for consideration at the next grant meeting, reviews the submitted paperwork and makes the arrangements for a committee member to make a site visit (sometimes the manager will need to do this as well).

Note: *The amount and number of times that the manager spends with each potential applicant varies. Some applications are straight forward, while others aren't. It should also be noted that the manager will sometimes need to undertake research to help homeowners and the committee. For example the manager is undertaking further research into what other BC grant programs recommend for window sash repair/replacement on commercial downtown heritage buildings.*

The 'average' application process

1. Contact the grants manager looking for information on grant deadlines and application and types of projects that would qualify/or specifically would their project qualify for a grant. The manager will help the applicant understand what good conservation projects would entail. For example, the manager will let the applicant know that in a paint project the following is important to consider: importance of prep through sanding and scrapping, not power washing; use of good quality paint; appropriate heritage colour scheme as in the researched True Colour palette by Benjamin Moore; etc.
2. Follow up by manager and/or applicant re: questions specifically about the application requirements. This may include the type of photos needed, other names of contractors that do specific work (especially in conservation projects, such as traditional window repair), types and colours of materials appropriate for project (i.e. asphalt shingles for a new roof), etc. The manager will give the new application a file number once it is received.
3. Once the application is completed, the applicant will arrange to drop it off while the manager is in the office. Most times the manager will have time to go through the application with the applicant to determine if everything is submitted. In many cases additional photos are needed, quotes do not reflect the same work quoted on (i.e. need clarification by contractor), etc.
4. Follow up will be needed to ensure that the missing pieces/clarification needed is received prior to the meeting.
5. Manager will go through all the applications prior to the meeting to double check that everything is in order and will create the agenda for the meeting based on this.

Committee Meetings and Follow up:

There were four *Regular Meetings in 2014* (April 1st, June 17th, September 16th and November 18th) to consider grant applications and other program business. A significant amount of the manager's time was spent preparing for each meeting, attending the meeting and the follow up after each meeting.

Activities included: creating the agenda, gathering and compiling materials and applications for the meetings, ensuring a quorum, attending and recording the meeting, answering any questions that may come up about the applications, transcribing the minutes and sending to committee members, COHS ED and to the city staff, writing letters to grant applicants re: the Committee's decisions and any other follow-up required. Projects that required other actions from meetings may include: project completion letters with cheques mailed out (this includes a cheque request to the COHS ED and two signatures); project modifications, extensions or rescinded letters mailed out.

Committee Communications:

The manager regularly passes on information to the grants committee on heritage events, workshops, forums, issues, etc. in Kelowna, the Okanagan and BC.

Volunteer Appreciation Event:

The manager provided refreshments/appetizers after the November meeting to the committee members. This provided the committee and manager some social time, in which the manager was able to thank the grants committee for their hard work and dedication to the program.

Education and Awareness (“Getting the Word Out”):

There were a couple of ‘educational’ opportunities that the committee and manager were able to take advantage of. These included the following:

- *The manager has built a resource area for the use of the grant program (committee members and heritage building owners) and COHS. This collection of reference materials has been and will continue to be helpful in researching and recommending good conservation practice when dealing with heritage resources. (Note 1)

- *Heritage BC Annual Conference, held in Cloverdale on September 26th and 27th 2014 was attended by a number of Kelowna people including two of the committee members and grants manager (at no cost to the program). (Note 2)

- *COHS produces two newsletters a year (sent out to about 200 recipients). The COHS newsletter is also posted on the COHS website. Each newsletter contains an article on the City of Kelowna Heritage Grants Program. The fall newsletter included three committee member’s articles on our local heritage including Randi Fox’s “A Brief History of Modernism-from 1450 AD to Kelowna BC” and Tracey Read’s “Snc̓awips Heritage Museum” and Julie Cosgrave’s “Histories and House Stories”.

There were a number of opportunities to get out the word about the grant program in 2014. These activities included the following:

- *For the seventh year, a letter about the grant program was sent out to each building owner on the heritage register. The mail out was completed by the beginning of February 2014.

- * Randi Fox gave a power point presentation (created by the program manager) on the grant program to City Council on February 17th 2014, during Heritage Week (Note 3), along with thanking council for their continued support for heritage grants in Kelowna, including the increase in the annual allotment to \$35,000 for 2014. A number of committee members and the manager attended the council meeting to show their support.

- *The media published a couple of articles in the local papers following the COHS ~ AGM and the City Council presentation.

- *Articles on the heritage grants program were included in the two COHS newsletters.

- *The manager, the committee, the COHS executive director, and the COHS Board took every opportunity to let the public know about the grants program. Opportunities included: Heritage Week events including the Heritage Kick off Breakfast, the City Council presentation and COHS’s AGM & Heritage Awards Ceremony.

- *On the COHS website, there is a link to the City of Kelowna website and the current CoKHGP Guidelines and Application form. There is also a page on the COHS website that has been dedicated to information about the grants program.

Note 1: The grant program does not have a membership in Heritage BC or with the Heritage Canada Foundation, however, the program still does receive the Heritage BC e-mails and newsletters as well as Heritage Canada newsletters through COHS’ membership.

Note 2: The grant committee and manager continue to take part in heritage conferences and workshops on their own time and own expense. Two of the committee members and the grants manager attended the Heritage BC conference in Cloverdale in September. The committee continues to be very active heritage advocates in Kelowna, which is a huge benefit to the grants program.

Note 3: Heritage Week offers a time for citizens across Canada to give recognition and pay special tribute to the heritage of their communities. The Heritage Week celebrations continue to be very successful and the many events that take place during the week provide the community with an opportunity to witness the strong commitment of Kelowna citizens towards raising awareness of the City's heritage resources.

Recommendations for the Program ~ 2015

One of the recommendation of the CoKHGP committee members, Lorri Dauncey the program manager and Janice Henry COHS executive director is to continue to increase the allotment grant until it reaches the amount recommended in the *2007/2008 Heritage Strategy*. The committee recommends that the annual allotment continue to increase each year until it reaches \$50,000. The program began in 1991 with \$20,000 an amount that remained unchanged till 2009. The amount was increased to \$30,000 in 2010 and increased to \$35,000 in 2014. The last five years have shown that there is a demand for the grant money and that the program has the potential to continue to grow each year

The second recommendation is to increase the administration amount, in order to allow more time for the manager to carry out an education component to the program. A very successful heritage workshop was planned and carried out in 2011, with funding through Heritage BC's workshop grant. In the fall of 2013, a couple of the committee members and the manager gave a talk on maintaining heritage/character buildings, which was of interest to heritage building owners. However the committee and manager would like to offer workshops and/or lectures every two years that would appeal to the heritage building owner and community in order to educate on good conservation practices. This would also continue the tradition of the Kelowna Heritage Foundation, who would periodically host workshops.

Conclusion

As the manager of the City of Kelowna Heritage Grants Program, I wish to acknowledge and thank the CoKHGP committee members for their dedication and service during the past year. I would also like to thank the City of Kelowna for the ongoing financial commitment that enables heritage property owners to undertake heritage conservation projects and maintain their heritage buildings.

Respectively Submitted,

Lorri Dauncey, manager, CoKHGP MA (Urban Planning/ Heritage Conservation, Dip (Cultural Resource Management/ Heritage Conservation), BA

REPORT TO COUNCIL



Date: January 26, 2015

RIM No. 1250-30

To: City Manager

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

Application: OCP14-0025 / Z14-0038 **Owner:** Okanagan Valley Construction Ltd.

Address: 1027 Clement Avenue **Applicant:** Balwinder Takhar

Subject: Official Community Plan (OCP) Amendment and Rezoning Application

Existing OCP Designation: MRM - Multiple Unit Residential (Medium Density)

Proposed OCP Designation: MRL - Multiple Unit Residential (Low Density)

Existing Zone: RU6 - Two Dwelling Housing

Proposed Zone: RM1 - Four Dwelling Housing

1.0 Recommendation

That Official Community Plan Bylaw Amendment No. OCP14-0025 to amend Map 4.1 of the Kelowna 2030 - Official Community Plan Bylaw No. 10500, by changing the Future Land Use designation of Lot 5, District Lot 138, Section 30, Township 26 ODYD Plan 3763, located on 1027 Clement Avenue, Kelowna, BC from the MRM - Multiple Unit Residential (Medium Density) designation to the MRL - Multiple Unit Residential (Low Density) designation, as shown on the Subject Property Map attached to the Report of Urban Planning Department dated January 16, 2015 be considered by Council;

AND THAT Rezoning Application No. Z14-0038 to amend City of Kelowna Zoning Bylaw No. 8000 by changing the zoning classification of Lot 5, District Lot 138, Section 30, Township 26, ODYD Plan 3763, located on 1027 Clement Avenue, Kelowna, BC from the RU6 - Two Dwelling Housing zone to the RM1 - Four Dwelling Housing zone be approved by Council;

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

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

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

2.0 Purpose

To amend the future land use designation of the subject property from MRM - Multiple Unit Residential (Medium Density) to MRL - Multiple Unit Residential (Low Density), and to amend the zone of the subject property from RU6 - Two Dwelling Housing to RM1 - Four Dwelling Housing in order to accommodate the development of a four dwelling multiple family residential unit.

3.0 Urban Planning

Urban Planning supports the OCP amendment and rezoning of the subject property as the applicant is proposing a four dwelling unit on what is currently a single family dwelling property. This unique block is designated in the OCP for residential developments such as townhouses, garden apartments, and apartment buildings. Supportive zones include RM4 - Transitional Low Density Housing, and RM5 - Medium Density Multiple Housing. This desired density requires the consolidation of multiple lots. The proposed RM1 zone has a maximum of four dwelling units. A four unit residential dwelling is lower in density than the OCP goal for this particular property; however it is higher than neighbouring properties. As properties on the block have recently been developed in various forms to accommodate two dwellings, four units is achievable to help increase density without alienating other recent developments. Since 2004, eleven of the surrounding properties have developed varying forms of two dwelling housing.

The proposed development is in a Comprehensive Development Permit Area and in a character neighbourhood. Kelowna's OCP has identified this portion of Clement Avenue as a transitional area from the industrial uses to the north to single family residential to the south. Staff worked with the applicant to bring the form and character of the dwelling in line with achieving these OCP goals, ensuring the same quality of new single family homes in the neighbourhood.

4.0 Proposal

4.1 Project Description

The applicant is applying for an OCP amendment and rezoning in order to build a four unit dwelling. The subject property currently has one single family dwelling. The proposed development will increase affordable housing in this neighbourhood that is predominantly single family homes with suite or duplex rental housing types. By allowing the change in future land use, the property will be coherent with the recently developed residential forms on the block.

The proposed four-plex is designed as a two and a half storey residential building with front door access facing the street and private open space in the form of private patios and balconies. Vehicle access to the units is off of the rear lane and leads to five on-site parking stalls. Two of these are located within attached garages.

The adjacent lot to the west was developed as a Provincial Rental Housing Corporation group home in 2000, therefore rezoning the subject property will not impede or orphan the corner lot as it has recently been redeveloped.

4.2 Site Context

The subject property is located in the Central City sector on the south side of Clement Avenue, between Graham Street and Gordon Drive. Immediately surrounding the subject property are single family and group home residential dwellings. To the north along Clement Avenue is industrial zoned land that is currently undeveloped and has a future land use of light and heavy industrial. The subject property is zoned RU6 and is within the Permanent Growth Boundary.

Specifically, adjacent land uses are as follows:

Orientation	Zoning	Land Use
North	I4	Undeveloped
East	RU6	Single family residential
South	RU6	Two family residential Daycare 7 children
West	RU6	Group home residential

Subject Property Map: 1027 Clement Avenue



Neighbouring Land Use Map:



4.3 Zoning Analysis Table

Zoning Analysis Table		
CRITERIA	RM1 ZONE REQUIREMENTS	PROPOSAL
Existing Lot/Subdivision Regulations		
Lot Area	700m ²	700m ²
Lot Width	20m	18.6
Lot Depth	30m	37.6
Development Regulations		
Floor Area Ratio	0.6	0.6
Site Coverage building and accessory structures	40%	38%
Total Site Coverage including drive and parking	50%	49%
Height	9.5m	8.1m
Front Yard	4.5m	4.5m
Side Yard (west)	2.5m	2.5m
Side Yard (east)	2.5m	2.5m
Rear Yard	7.5m	11m
Other Regulations		
Minimum Parking Requirements	7 spaces	7 spaces
Bicycle Parking	1	2
Private Open Space	25m ² per unit = 100m ²	122m ²

5.0 Current Development Policies

5.1 Kelowna Official Community Plan (OCP)

Development Process

Comprehensive Development Permit Area¹. Rapid growth, infill redevelopment pressures, and increasing design expectations from residents require that Comprehensive Design Guidelines with respect to site layout, building form and character, and landscaping will apply to commercial, industrial, multiple family and mixed use development.

Convey a strong sense of authenticity through urban design that is distinctive for Kelowna. Promote a high urban design standard and quality of construction for future development that is coordinated with existing structures. Incorporate architectural features and detailing of buildings and landscapes that define an area's character.

Mitigate the actual and perceived bulk of buildings by utilizing appropriate massing, including: • Architectural elements (e.g. balconies, bay windows, cantilevered floors, cupolas, dormers);

Visually-interesting rooflines (e.g. variations in cornice lines and roof slopes); • Step back upper floors to reduce visual impact;

Detailing that creates a rhythm and visual interest along the line of the building; • Wall projections and indentations, windows and siding treatments as well as varied material textures should be utilized to create visual interest and to articulate building facades;

Building frontages that vary architectural treatment in regular intervals in order to maintain diverse and aesthetically appealing streets.

Ensure developments are sensitive to and compatible with the massing of the established and/or future streetscape;

Intensive Residential Character Neighbourhood² Ensure multiple unit residential development is consistent in architectural style with the original development or the dominant style of the block.

Incorporate an equal level and quality of design and architectural details on all street facing elevations (corner and double fronting lots);

Avoid flat, monotonous facades with entry features and porches as the dominant feature facing the street;

Entrances should adhere to the pattern of established architectural style.

6.0 Technical Comments

6.1 Building & Permitting Department

- Development Cost Charges (DCC's) are required to be paid prior to issuance of any Building Permits.
- Full Plan check for Building Code related issues will be done at time of Building Permit applications.

6.2 Development Engineering Department

Please see attached memorandum dated December 16, 2014

¹ City of Kelowna Official Community Plan, Policy 14.A (Urban Design Development Permit Areas Chapter)

² City of Kelowna Official Community Plan, Policy 14 D.1.3 (Urban Design Development Permit Areas Chapter).

6.3 Fire Department

Requirements of section 9.10.19 Smoke Alarms of the BCBC 2012 are to be met.

7.0 Application Chronology

Date of Application Received:	September 12, 2014
Date of Revised Drawings:	December 9, 2014
Date of Neighbourhood Notification:	January 13, 2015

Report prepared by:

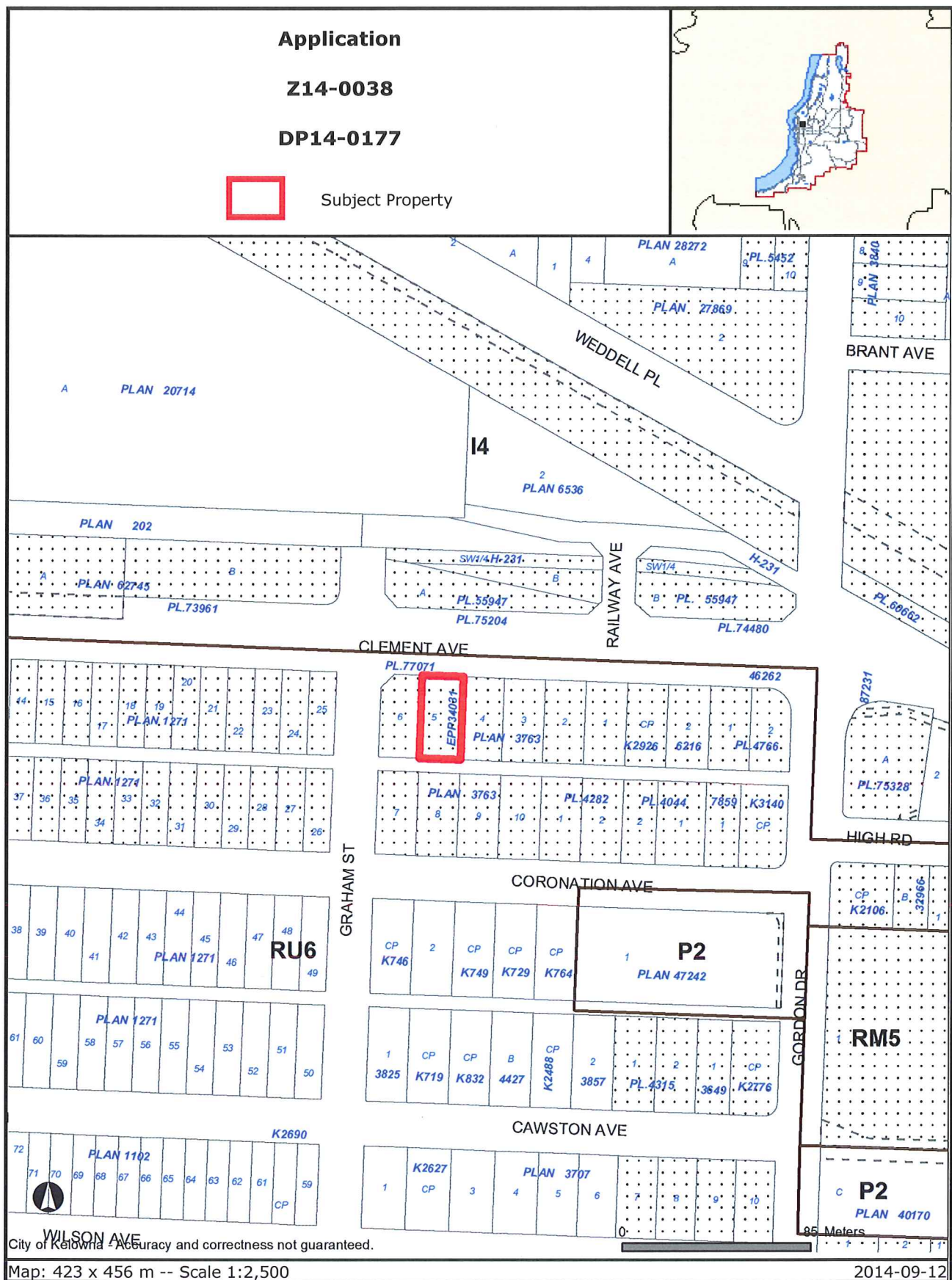
Tracey Yuzik, Planner

Reviewed by: ☐ Lindsey Ganczar, Urban Planning Supervisor

Approved for Inclusion: ☐ Ryan Smith, Urban Planning Manager

Attachments:

Subject Property Map
Development Engineering Memorandum
Proposed Site Plan
Proposed Elevations
Proposed Materials
Proposed Landscape Plan



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

CITY OF KELOWNA
MEMORANDUM

Date: December 16, 2014
File No.: Z14-0038

To: Urban Planning Department (TY)

From: Development Engineering Manager

Subject: 1027 Clement Ave

RU6 to RM1

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

1. Domestic Water and Fire Protection

The subject property is currently serviced with a 19mm water service. The developer will need to determine the domestic and fire protection requirements of this proposed development. Only one service/lot will be permitted for this development. The applicant, at his cost, will arrange for the disconnection of existing service and the installation of a new service. **The disconnection of the existing small diameter water service and the tie-in of a larger new service can be provided by City forces at the developer's expense.** One metered water service will supply all the development. **The applicant will be required to sign a Third Party Work Order for the cost of the water service upgrades.** For estimate inquiry's please contact Sergio Sartori, by email ssartori@kelowna.ca or phone, 250-469-8589.

2. Sanitary Sewer

The subject property is currently serviced with a 100mm substandard sanitary service. **The replacement of the existing sanitary service can be provided by City forces at the developer's expense. The applicant will be required to sign a Third Party Work Order for the cost of the sanitary service upgrades.** For estimate inquiry's please contact Sergio Sartori, by email ssartori@kelowna.ca or phone, 250-469-8589.

3. Road Improvements

Clement Ave has been upgraded to an urban standard along the full frontage of this proposed development, including curb and gutter, sidewalk & drainage system. The existing boulevard must be landscaped complete with irrigation and street trees along the full frontage as part of the development.

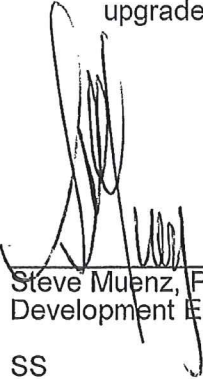
4. Development Permit and Site Related Issues

Direct the roof drains into on-site rock pits.

Development access is permitted from the lane only.

5. 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

CURRENT ZONE RU-6
PROPOSED RE-ZONE RM-1

LEGAL DESCRIPTION

LOT 5
PLAN 3763
1027 CLEMENT AVENUE
KELOWNA, BRITISH COLUMBIA

SITE COVERAGE CALCULATIONS

LOT: 700.00 M² (7534 SF)
BUILDING (FOOTPRINT): 2426 M² (2612 SF)
UPPER DECKS: 253 M² (272 SF)

TOTAL BUILDING COVERAGE: 267.9 M² / 700.00 M² = 38%
ALLOWABLE BUILDING COVERAGE: 40% (RM-1)

TOTAL SITE COVERAGE:
267.9 M² (TOTAL BUILDING COVERAGE) +
910 M² (TOTAL DRIVE & PARKING COVERAGE) =
358.9 M² (TOTAL LOT COVERAGE)

358.9 M² / 700.00 M² = 51%

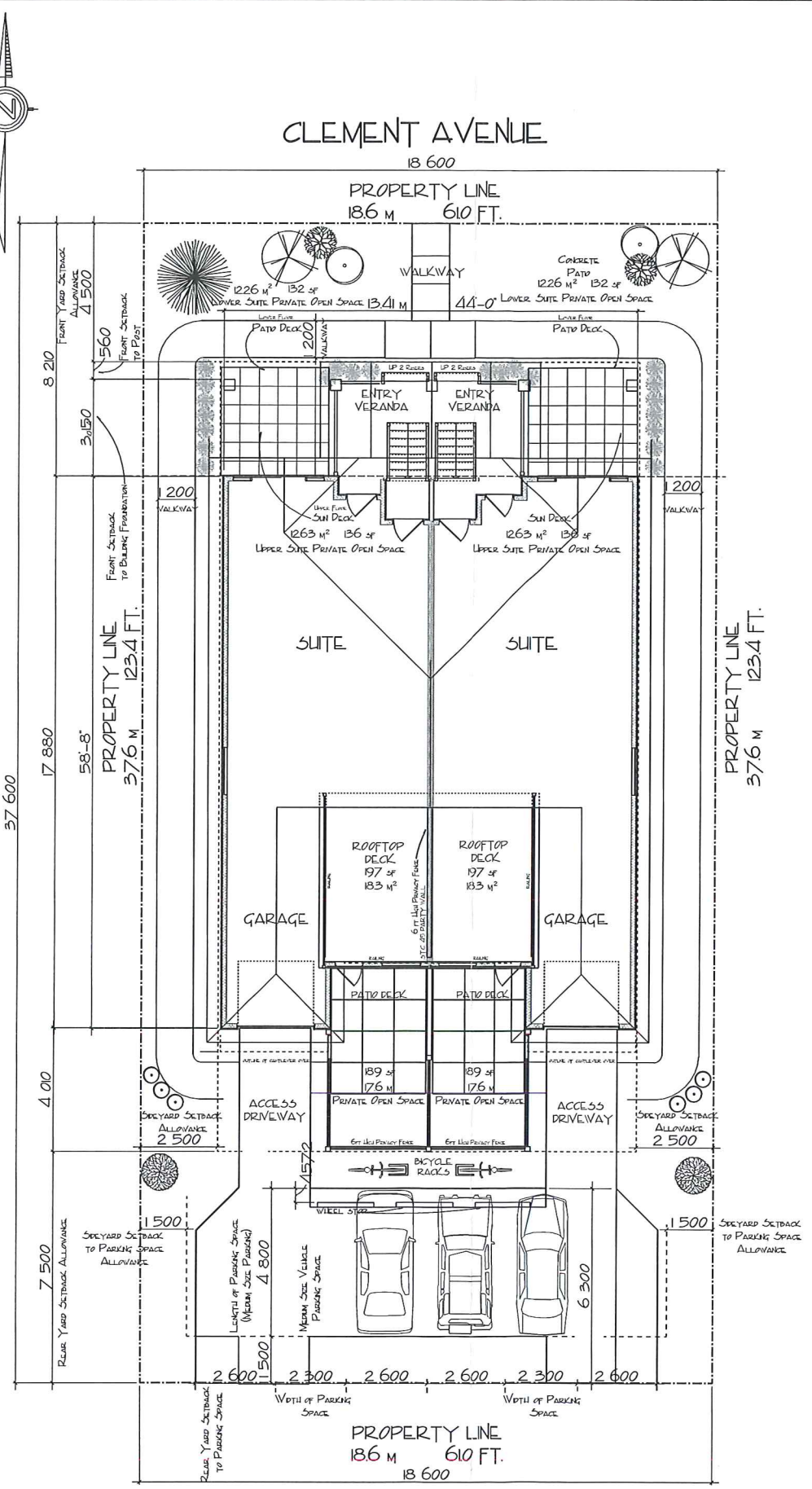
FLOOR AREA RATIO = 397.2 M² / 700.0 M² = 0.567

PARKING ALLOWANCE: 8 SPACES
BICYCLE PARKING: 2 SPACES

PRIVATE OPEN SPACE:
LOWER UNITS - 29.86 M² EACH
UPPER UNITS - 30.93 M² EACH
TOTAL PRIVATE OPEN SPACE ALLOCATED = 12158 M²

SITE PLAN

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



NOTE:

GENERAL CONTRACTOR IS RESPONSIBLE FOR VERIFICATION OF ALL BUILDING MEASUREMENTS AND COMPLIANCE TO B.C. BUILDING CODE REQUIREMENTS. ALL STRUCTURAL COMPONENTS TO BE ENGINEER DESIGNED OR VERIFIED FOR COMPLIANCE TO NATIONAL AND B.C. BUILDING CODES REGARDING LIVE LOADS, DEAD LOADS, WIND LOADS, OR SNOW LOADS FOR THE PROPOSED LOCATION OF THE BUILDING. SITE CONDITIONS TO BE TESTED AND APPROVED ACCORDING TO LOCAL BUILDING AUTHORITY REGARDING SUBSTRATE STABILITY AND FROST PENETRATION FOR THE PROPOSED BUILDING. FINAL GRADE REQUIREMENTS TO BE VERIFIED BY THE GENERAL CONTRACTOR TO PROVIDE A POSITIVE SLOPE TO DRAIN AND GROUND WATER DRAINAGE.

PROTOCOL
Home Planning & Design

Phone: 350-878-7318
email: protocolplanning@shaw.ca
website: protocolhomedesign.com
KELOWNA, B.C.

SITE PLAN & SPECIFICATIONS

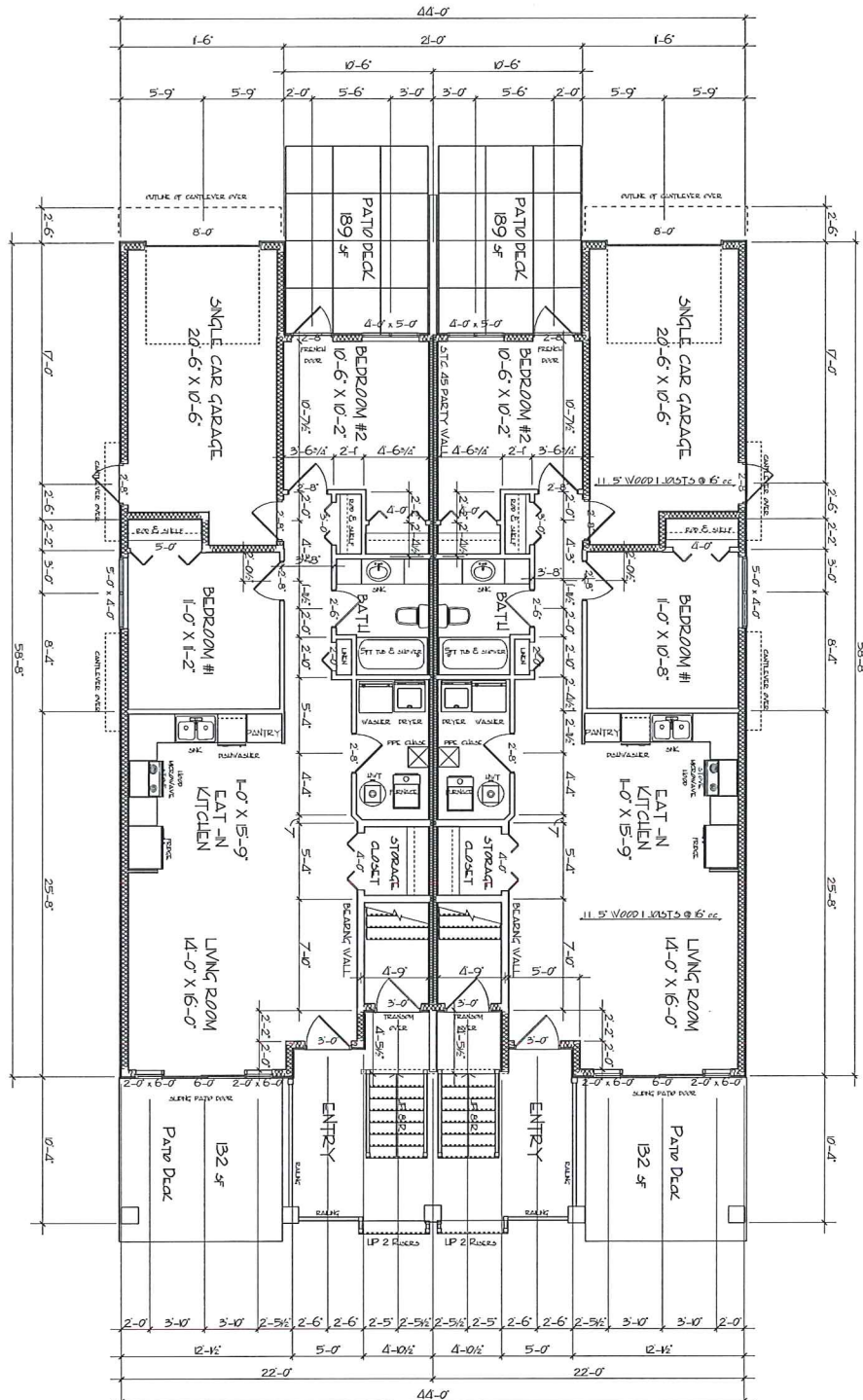
Scale: A5 510MM
Date: 16 JAN 2015
Approved By: CLC.
Checked By: BAL TAKLIAR
Drawing Number: PT1434-01 of 06

1027 CLEMENT AVENUE

LOWER FLOOR PLAN - 948 SF. PER SIDE

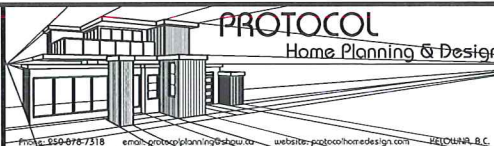
SCALE: 1/4" = 1'-0"

GARAGE - 226 SF. PER SIDE



NOTE:

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LOWER FLOOR PLAN

Scale: AS SHOWN

Approved By:

Drawn By:

Date: 16 JAN 2015

Checked By:

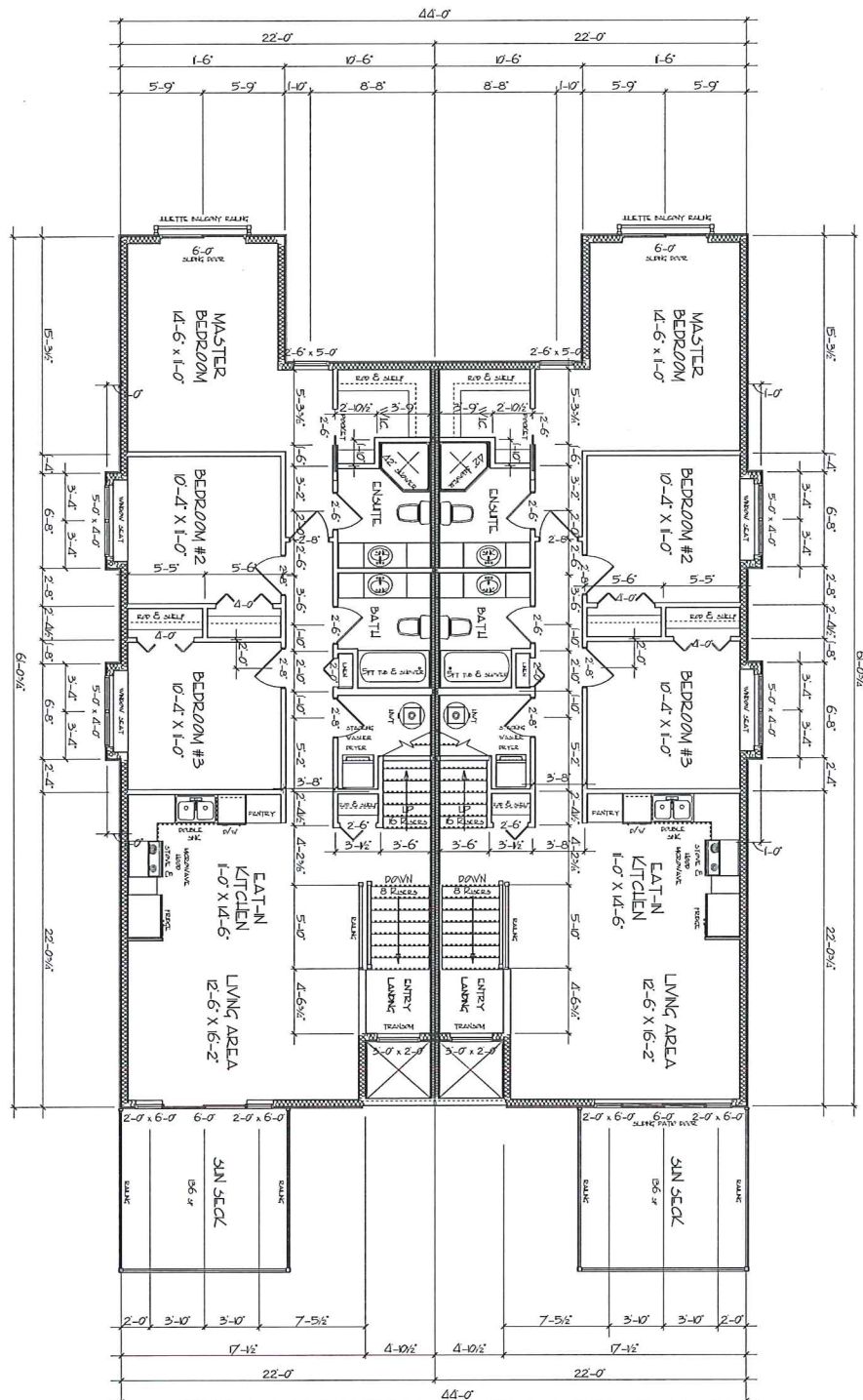
1027 CLEMENT AVENUE

Drawing Number:

PT1434-02 of 06

UPPER FLOOR PLAN - 1190 SF. PER SUITE

SCALE: 1/4" = 1'-0"



NOTE:

GENERAL CONTRACTOR IS RESPONSIBLE FOR VERIFICATION OF ALL BUILDING MEASUREMENTS AND COMPLIANCE TO B.C. BUILDING CODE REQUIREMENTS. ALL STRUCTURAL COMPONENTS TO BE ENGINEER DESIGNED ON VERIFIED FOR COMPLIANCE TO HARTFORD AND B.C. BUILDING CODES REGARDING LIVE LOADS, DEAD LOADS, WIND LOADS, OR SNOW LOADS FOR THE PROPOSED LOCATION OF THE BUILDING. SITE CONDITIONS TO BE TESTED AND APPROVED ACCORDING TO LOCAL BUILDING AUTHORITY RECORDS AND SKEWING STABILITY AND HIGHEST PENETRATION FOR THE PROPOSED BUILDING. FINAL CODE REQUIREMENTS TO BE VERIFIED BY THE GENERAL CONTRACTOR TO PROVIDE A POSITIVE SLOPE TO DRAIN AND GROUND WATER DRAINAGE.



PROTOCOL

Home Planning & Design

Phone: 550-078-7318 email: protocolplanning@msn.com website: protocolhomedesign.com REG. 00000000000000000000

UPPER FLOOR PLAN

Scale: AS SHOWN

Approved By:

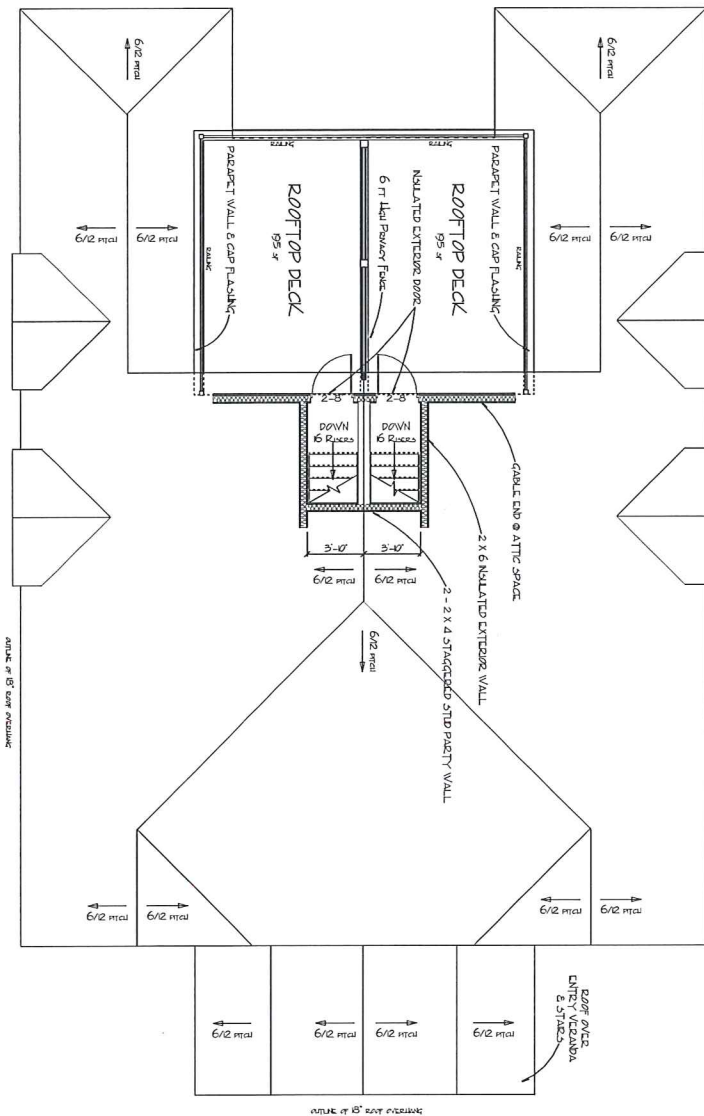
Drawn By: CLC

Date: 16 JAN 2005

Checked By: B. TAKHAR

1027 CLEMENT AVENUE

Drawing Number: PT1434-03 of 06



NOTE

GENERAL CONTRACTOR IS RESPONSIBLE FOR VERIFICATION OF ALL BUILDING REQUIREMENTS AND COMPLIANCE TO ALL BUILDING CODE REQUIREMENTS. ALL STRUCTURAL COMPONENTS TO BE ENGINEER DESIGNED OR VERIFIED FOR COMPLIANCE TO INTERNATIONAL AND B.C. BUILDING CODES REGARDING LIVE LOADS, DEAD LOADS, WIND LOADS, OR SNOW LOADS FOR THE PROPOSED LOCATION OF THE BUILDING. SITE CONDITIONS TO BE TESTED AND APPROVED ACCORDING TO LOCAL BUILDING AUTHORITY REQUIREMENTS SUBMITTING STABILITY AND FROST PENETRATION FOR THE PROPOSED BUILDING. FINAL GRADE REQUIREMENTS TO BE VERIFIED BY THE GENERAL CONTRACTOR TO PROVIDE A POSITIVE SLOPE TO DRAIN AND GRADE LATER PROVIDED.



ROOF & ROOF TOP DECK PLAN

Scale: AS SHOWN

Date: 16 JAN 2015

Approved By:

Drawn By: CLC

Checked By: B. TAKHAR

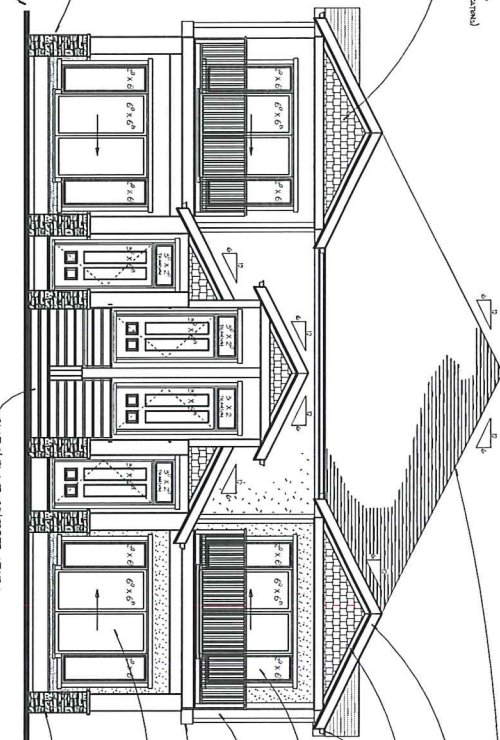
1027 CLEMENT AVENUE

Drawing Number: PT1434-04 of 06

SCALE: $1/4" = 1'-0"$

[illegible]

SCALE: $1/4" = 1'-0"$

[illegible]

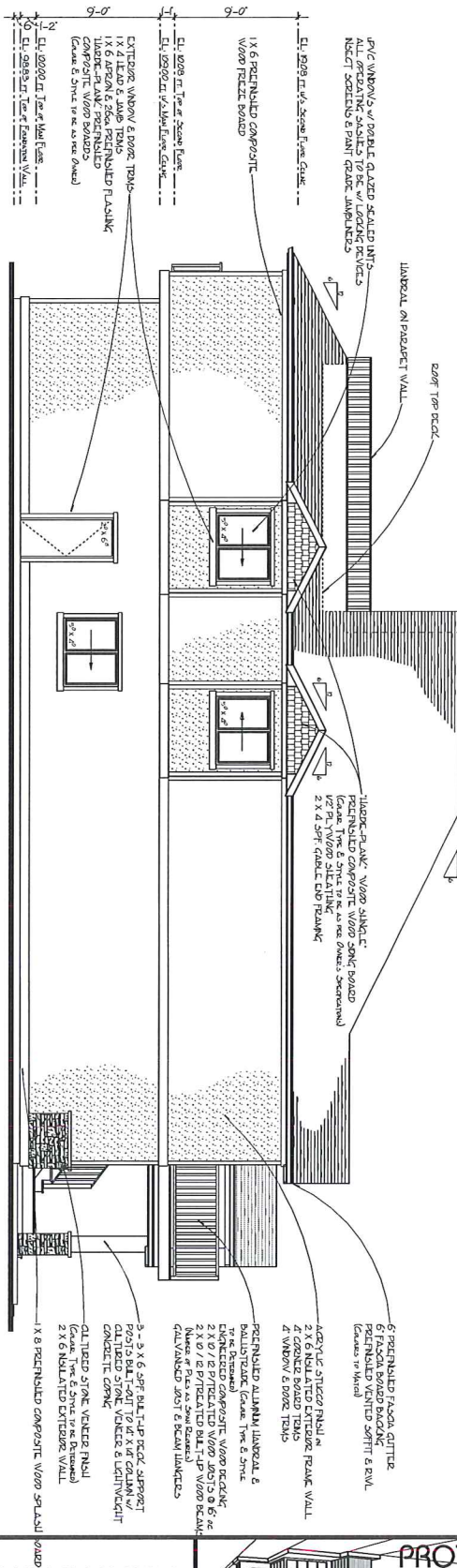
GENERAL CONTRACTOR IS RESPONSIBLE FOR VERIFICATION OF ALL BUILDING MEASUREMENTS AND COMPLIANCE TO B.C. BUILDING CODE REQUIREMENTS. ALL STRUCTURAL COMPONENTS TO BE ENGINEER DESIGNED AND VERIFIED FOR COMPLIANCE TO NATIONAL AND B.C. BUILDING CODES REGARDING LIVE LOADS, DEAD LOADS, WIND LOADS, OR SNOW LOADS FOR THE PROPOSED LOCATION OF THE BUILDING. SITE CONDITIONS TO BE TESTED AND APPROVED ACCORDING TO LOCAL BUILDING AUTHORITY REGARDING SUBSTITUTE MATERIALS AND FACTOR OF SAFETY. FOR THE PROPOSED SUBSTITUTES, ALL REQUIRED CALCULATIONS TO BE VERIFIED BY THE GENERAL CONTRACTOR TO SUFFICIENTLY PROVE TO RAINBOW BAY PARKS AND RECREATION.



Scale: AS SHOWN	Approved By:	Drawn By: CLC
Date: 16 JAN 2005		Checked By: B. TAKHAR
1223 CLEMENT AVENUE		Drawing Number: 2004-13-0005

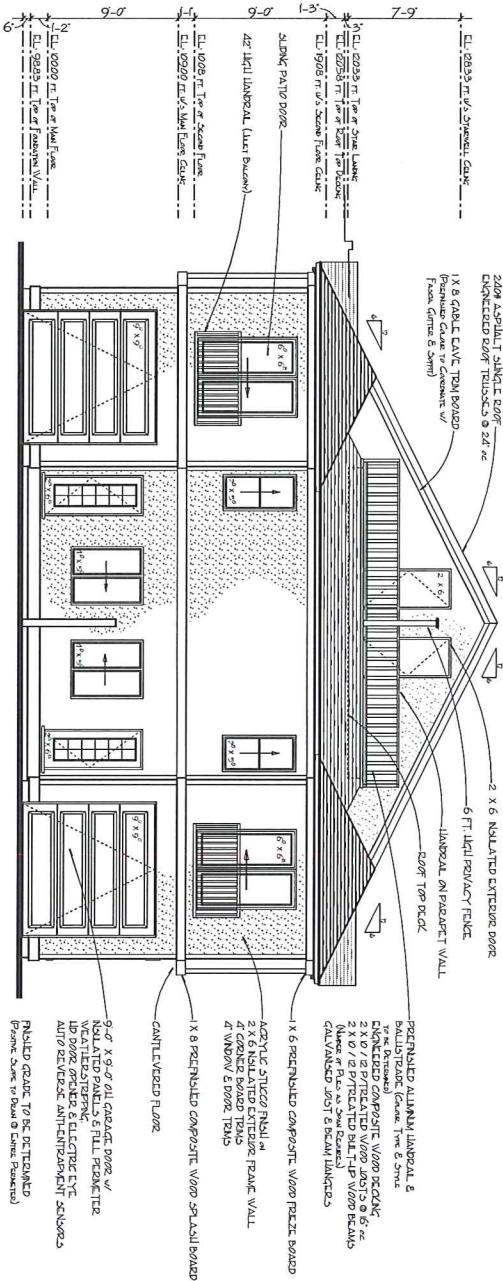
L. SIDE ELEVATION

SCALE: 1/4" = 1'-0"



REAR ELEVATION

SCALE: 1/4" = 1'-0"



NOTE:

GENERAL CONTRACTOR IS RESPONSIBLE FOR VERIFICATION OF ALL BUILDING MEASUREMENTS AND COMPLIANCE TO ALL BUILDING CODE REQUIREMENTS. ALL STRUCTURAL COMPONENTS TO BE EXAMINED DESIGNED OR REFERRED FOR COMPLIANCE TO HANDBOOK AND B.C. BUILDING CODES. RESIDENTS LIVE LOOPS, DEED LOOPS, WIND LOOPS, OR SHOWN LOOPS FOR THE PROPOSED LOCATION OF THE BUILDING. SITE CONDITIONS TO BE TESTED AND APPROVED ACCORDING TO LOCAL BUILDING DEPARTMENT REQUIREMENTS. SUBMITTEE STABILITY AND MOST PENETRATION FOR THE PROPOSED BUILDING. FINAL OWNER REQUIREMENTS TO BE VERIFIED BY THE GENERAL CONTRACTOR TO PROVIDE A POSITIVE SLOPE TO DRAIN AND GROUND WATER DRAINAGE.



ELEVATIONS

Scale: AS SHOWN	Approved By:	Drawn By: CLC
Date: 16 JAN 2015		Checked By: B. TAKLIAR
1027 CLEMENT AVENUE		Drawing Number: PT434-06 of 06



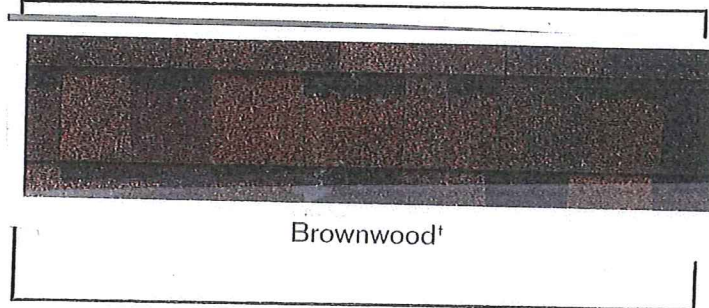
SCHEDULE " "

This forms part of development
Permit # DPO___-0___

1027 CLEMENT AVE

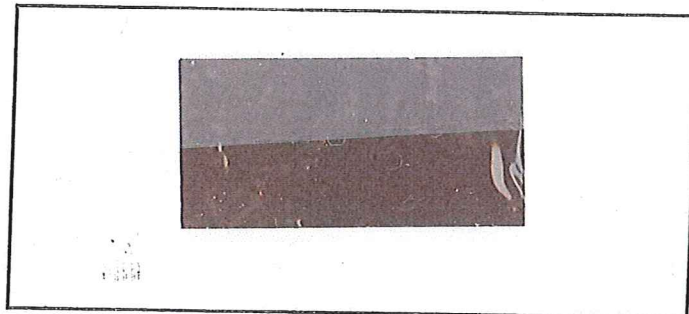
The following finishes are proposed for the Principal and Secondary Dwellings:

Roofing Material:
Colour:



Main Body:

Material:
Colour:



Second Colour/Accent Colour:
(If applicable):

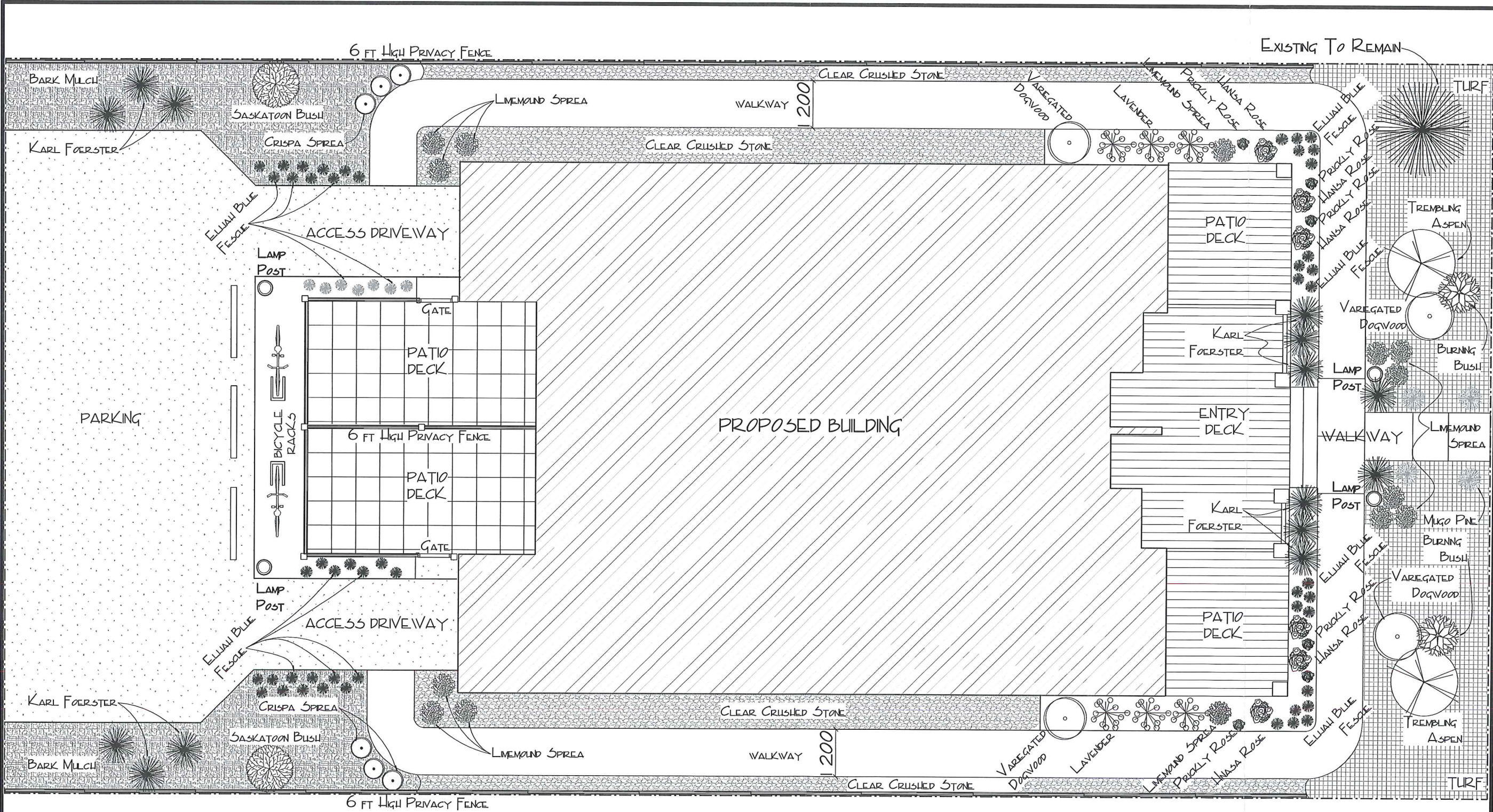
Material:
Colour:



Window/Door/Trim Colour:

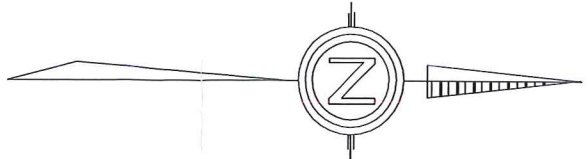
Material:
Colour:





LANDSCAPE PLAN

SCALE: 1/4" = 1'-0"



LANDSCAPE PLAN

Drawn By: CLC.
Checked By: B. TAKHAR
Drawing Number: PT434 LI of LI

Scale: AS SHOWN
Date: 16 JAN 2015

Approved By:

1027 CLEMENT AVENUE

PROTOCOL

Home Planning & Design

Phone: 250-878-7318
Email: protocolplanning@shaw.ca
Website: protocolhomedesign.com
RETOLUNA, B.C.

NOTE:
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CITY OF KELOWNA

BYLAW NO. 11059

Official Community Plan Amendment No. OCP14-0025 - Okanagan Valley Construction Ltd. 1027 Clement Avenue

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

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

1. THAT Map 4.1 - **GENERALIZED FUTURE LAND USE** of "*Kelowna 2030* - Official Community Plan Bylaw No. 10500" be amended by changing the Generalized Future Land Use designation of Lot 5, District Lot 138, Section 30, Township 26, ODYD, Plan 3763, located on Clement Avenue, Kelowna, B.C., from the MRM - Multiple Unit Residential (Medium Density) designation to the MRL - Multiple Unit Residential (Low Density) designation;
2. This bylaw shall come into full force and effect and is binding on all persons as and from the date of adoption.

Read a first time by the Municipal Council this

Considered at a Public Hearing on the

Read a second and third time by the Municipal Council this

Adopted by the Municipal Council of the City of Kelowna this

Mayor

City Clerk

CITY OF KELOWNA
BYLAW NO. 11060
Z14-0038 - Okanagan Valley Construction Ltd.
1027 Clement Avenue

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

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

1. THAT City of Kelowna Zoning Bylaw No. 8000 be amended by changing the zoning classification of Lot 5, District Lot 138, Section 30, Township 26, ODYD, Plan 3763 located on Clement Avenue, Kelowna, B.C., from the RU6 - Two Dwelling Housing zone to the RM1 - Four Dwelling Housing zone.
2. This bylaw shall come into full force and effect and is binding on all persons as and from the date of adoption.

Read a first time by the Municipal Council this

Considered at a Public Hearing on the

Read a second and third time by the Municipal Council this

Adopted by the Municipal Council of the City of Kelowna this

Mayor

City Clerk

CITY OF KELOWNA
BYLAW NO. 11039
Z14-0045 - Harmony Holdings Limited Inc. No. 78095
828, 834, 871 and 877 McCurdy Place

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 Strata Lots 24, 26, 27 and 29, District Lot 124, ODYD, Strata Plan KAS3323, together with an interest in the common property in proportion to the unit entitlement of the strata lot as shown on Form V, located on McCurdy Place, Kelowna, B.C., from the I1 - Business Industrial zone to the I2 - General Industrial 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 15th day of December, 2014.

Considered at a Public Hearing on the 3rd day of February, 2015.

Read a second and third time by the Municipal Council this 3rd day of February, 2015.

Approved under the Transportation Act this 6th day of February, 2015.

Blaine Garrison
(Approving Officer-Ministry of Transportation)

Adopted by the Municipal Council of the City of Kelowna this

Mayor

City Clerk

Report to Council



Date: 2/10/2015
File: 1850-20
To: City Manager
From: John Vos, Director Corporate Business Ventures
Subject: South Perimeter Road Project - Memorandum of Understanding

Recommendation:

THAT Council receives, for information, the Report of the Director of Corporate Business Ventures dated February 10, 2015 regarding a Memorandum of Understanding (MOU) for the South Perimeter Rd Project;

AND THAT Council approves the terms and conditions of the MOU, in the form attached to the Report of the Director of Corporate Business Ventures dated February 10, 2015;

AND THAT the Mayor and Clerk be authorized to sign the MOU.

Purpose:

To seek Council's approval of the MOU for the South Perimeter Road Project and authorize the Mayor and Clerk to sign the MOU.

Background:

At the January 12th regular Council meeting, Council approved the accelerated design and construction of South Perimeter Rd and directed staff to work with the developers to fulfill all conditions to allow this project to proceed. The MOU, as attached, identifies the understanding and obligations of the parties and is required by the developers to provide certainty as they move forward to meet all the conditions to allow this project to proceed. Once all the conditions of the MOU are met, a formal agreement would be negotiated to allow final design and construction to proceed.

The conditions within the MOU were negotiated over 2013 and 2014 and reviewed with Council prior to Council's decision to seek community input. The conditions were discussed in general terms in the Council report considered at the January 12th meeting. The City's financial obligations within this MOU are fully incorporated in the Sector B DCC Roads schedule that was reviewed with the public.

Internal Circulation: Development Engineering Manager, Capital Assets and Investment Manager, Community Engagement Consultant, Director of Financial Services, Infrastructure Division Director, City Clerk, Director of Corporate Services, Director of Community Planning and Real Estate, Director of Communications and Information Services

Financial/Budgetary Considerations: As discussed in the January 12th Council meeting report, should this project not proceed the City will be responsible for the preliminary design costs up to \$100,000 funded from the Sector B DCC Reserves. This design work would be utilized in the future when the roadway ultimately is built.

Personnel Implications: The Development Engineering Section will assume responsibility for management and delivery of this project.

Communications Comments: An extensive process was conducted as part of Council's direction to seek public input into whether to accelerate construction of this roadway. There will be further public input consistent with the City's Engage Policy into the preliminary design.

Considerations not applicable to this report:

Legal/Statutory Authority:

Legal/Statutory Procedural Requirements:

External Agency/Public Comments:

Existing Policy:

External Agency/Public Comments:

Alternate Recommendation:

Submitted by:

John Vos, P.Eng.

Approved for inclusion:



(the department director initials here)

Attachments: MOU

cc: All internal circulation

THIS MEMORANDUM OF UNDERSTANDING ("MOU")

Made as of February _____, 2015

BETWEEN:

City of Kelowna

("City")

AND:

Oracle Investments Inc.

("Developer")

WHEREAS:

- A. The City and the Developer have come to an understanding of how to proceed with the design, construction and financing of the South Perimeter Road ("SPR" or "SPR Project") in Kelowna, British Columbia;
- B. The City and the Developer wish to set out their mutual understanding of the basic principles upon which certain preliminary steps in the SPR Project can proceed prior to final consideration and approval by the City;
- C. The SPR Project has been accepted in principle by the City but a preliminary design and engineer's cost estimate both remain to be completed before the City is able to evaluate and seek formal approval for the SPR;
- D. In order to move the SPR Project forward, the Developer has agreed to undertake the preliminary design and engineer's cost estimate of the SPR at its expense for review by the City and the City has agreed to indemnify the Developer for those costs should the SPR Project not be formally approved by the City;
- E. The funds to pay for the SPR Project will be distributed from the South West Mission Sector – Roads DCC's; and
- F. Should the SPR Project be approved by the City, a formal agreement between the parties will be drawn based on the basic principles set out in this MOU. Further, the Developer would be required to meet all requirements as part of the City's standard Development Servicing Agreement including paying engineering fees and supplying project bonding.

IN CONSIDERATION of their mutual promises set out in this MOU, and for other good and valuable consideration, the receipt and sufficiency of which are acknowledged, the parties agree as follows:

Conditions precedent to a final agreement

1. The Developer will have obtained agreements acceptable to the Developer and Ponds Ventures Inc. to provide water, utilities and road access to property owned by Ponds Ventures Inc. (legally known and described as Lot B, Plan KAP44335, Section 20, Township 29, SDYD, except Plan KAP86178) through lands owned by No. 21 Great Projects Ltd.
2. Other major developers will have agreed to construct and complete the Gordon Drive Extension to its intersection with the SPR including right of way acquisition. This work would be constructed for developer DCC Credits and not include the City tax assist.
3. The Developer will have obtained letters of acceptance from all the major developers in the Southwest Mission Sector for the terms of the SPR Project and their obligations that will be required to fulfill the SPR Project.

Basic design principles

4. The approximate scope of SPR will be:
 - a. 2,350 metres in length;
 - b. a right of way 30 metres in width depending upon topography and final design;
 - c. a rural cross section with 2 - 3.5 metre driving lanes, 2 - 1.5 metre bike paths, gravel shoulders and ditches;
 - d. crossing at Bellevue Creek; and
 - e. constructed so as to allow for a future expansion of the SPR and Bellevue Creek crossing into the ultimate 4 lane cross section and multi-use corridor.
5. The Developer shall acquire all necessary rights of way to complete the future ultimate 4-lane SPR, Bellevue Creek crossing and multi-use corridor and upon completion of construction shall transfer all rights of way to the City.

Costs and financing

6. The Developer has agreed to complete the SPR Project, including acquiring the rights of way, for a maximum cost of \$7.6 million or as agreed by both the City and the Developer (the "Project Cost"). The City would pay the lesser of the upset cost (\$7.6 M) or an agreed engineer's cost estimate for the Project. The Developer's engineer shall provide the City with a unit price estimate for the Project that specifies unit quantity and cost. The unit prices shall include all cost to complete the work including but not limited to overhead, profit, financing, insurance, etc.

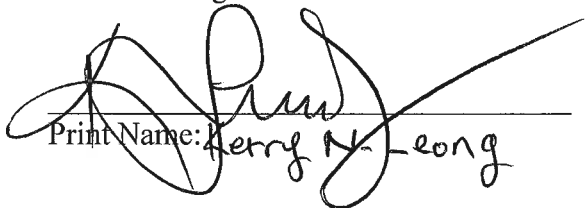
7. If the City wishes to later expand the SPR, those costs are to be borne by the City.
8. The Developer shall finance the construction of the SPR.
9. The Developer shall be paid the agreed Project Cost by way of the City paying to the Developer 80% of the SW Mission Roads Development Cost Charges ("DCC's") levied from July 1, 2013 onward on developers in the SPR corridor/Southwest Mission Sector. Payment details shall be set out in the formal agreement.
10. The Developer is required to pay a fee to the City in the amount of 3% of the Project Cost to cover Development Services engineering review and processing. The City will require half of the 3% (1.5%) engineering fee as a condition of the Issuance of the Drawings for Construction. The remaining engineering fee of 1.5% and the 5% maintenance bond will be required at the time of Substantial Completion.

Cost of preliminary design and Developer's cost estimate

11. The Developer agrees to pay for the preliminary design and engineer's cost estimate and provide them to the City for review.
12. The City agrees to seek approval of the finalized SPR Project by City Council once City staff and the Developer agree to the preliminary design and Project Cost.
13. Should Council not approve the SPR Project, the City agrees to purchase the preliminary design for an upset cost of \$100,000 no later than 90 days after rejection by City Council.

Acknowledged and agreed to on the _____ day of February 2015.

Oracle Investments Inc., by its
authorized signatories


Print Name: Terry N. Leong

Print Name:

City of Kelowna, by its authorized
signatories

Print Name:

Print Name:

Report to Council



Date: 2/10/2015
File: 0245-80
To: City Manager
From: John Vos
Director of Corporate Business Ventures
Subject: Water Utility Rates

Recommendation:

That Council receives, for information, the report of the Director of Corporate Business Ventures dated February 10, 2015, regarding Water Utility Rates;

AND THAT Council approves a 2% increase to water utility user rates for 2015 and 2016 for the operation, maintenance and capital improvements to the Utility with the first billing cycle of May of each year;

AND THAT Bylaw No. 11057 being amendment No. 5 to the Water Regulation Bylaw No. 10480 be forwarded to Council for reading consideration.

Purpose:

To provide Council with information on water costs and to obtain approval for water utility rates for 2015 and 2016.

Background:

The City Water Utility provides water supply to approximately one half of the City with the balance of the City serviced by 4 major Improvement Districts. The City water supply comes from Okanagan Lake and fully meets Canadian Drinking Water Guidelines. The water is pumped from 4 pumpstations located at the lake and is distributed through a piped network and reservoirs throughout the service zone.

City staff have conducted a review of the City's Water Utility's operations, maintenance, and capital costs as part of determining financial revenue needs to support the the Utility. The Utility is fully self funding.

The review was conducted by the Infrastructure, Civic Operations, and Corporate Services Divisions, based on our most recent projections. The review considered the timing and

expenses of capital improvements such as new trunk mains, ongoing infrastructure replacement, as well as operations and maintenance. The City's Financial Services Department has prepared a pro-forma statement of revenues and expenditures that is a 10-year projection, based on present year's budget figures, future capital, and operating expenditures in all areas of the Utility. This method of rate setting allows the balancing of debt and large capital expenditures, with the accumulated Utility surplus, to establish a stable Utility rate structure.

Staff identified a number of factors that will impact rates over the coming years. The Operations and Maintenance area experience ongoing inflationary increases for materials, labour and utilities, especially electricity, which is required as all our water supply is pumped. Also, as our Utility ages, Operations are seeing increasing costs for minor repairs to the water infrastructure. On the capital side, the Infrastructure Division is dealing with increasing amounts of aging infrastructure requiring replacement. Over the next 20 years some \$43 Million of infrastructure replacement is anticipated. An example of this replacement is the need to replace aging water meters which will reach the end of their life cycle in the next few years. This project will cost in the order of \$9 Million to \$11 Million.

The impact of these factors on water rate recommendations is that there is a need for a 2% rate increase to water meter user fees for both 2015 and for 2016. The net impact on a typical residential water user using 41 cubic meter per month is an additional 59 cents per month in 2015 and additional 60 cents per month in 2016.

There is no change proposed to the Water Quality Enhancement Fee. This fee was established to set aside revenues for future water filtration requirements as required by Interior Health, our water regulatory authority. Staff are currently examining options and alternatives that may allow the need to filter to be deferred indefinitely. To achieve this will likely require major improvements to the water system to allow full interconnects between the different intakes within the Utility. Staff will report back separately on this as the investigation is completed over the coming year. The funds collected would potentially be used for these improvements.

The proposed rate increases continue to place the City water utility as second lowest of the five water purveyors in the City and well below most municipalities in British Columbia (see Attachment 1). It should be noted that the City bills utility costs on a bi-monthly basis.

The recommended rates reflect the best information available at this time. There are some processes underway that may or may not impact future rates. For example, there is a need to review the longer term asset management and financing strategy with Council, Council has authorized a review of the Development Cost Charge Program costs, there are Building Canada grant programs which may help fund capital works, and depending on decisions on future filtration, may result in change in funding requirements. These reviews, which all are lengthy processes, are occurring over 2015 and there may or may not be the need to adjust 2016 rates further depending on their results and the timing of their outcomes.

Internal Circulation: Utility Services Manager, Director of Financial Services, Infrastructure Division Director, Corporate Services Division Director, Civic Operations Division Director, Capital Assets and Investment Manager, Utility Planning Manager, City Clerk, Revenue Manager, Division Director Communications and Information Services

Financial/Budgetary Considerations: The 2015 financial plan have incorporated these planned rate increases.

Communications Comments: Our water customers will notified of the rate changes on their utility bills two months prior to the increase.

Considerations not applicable to this report:

Legal/Statutory Authority:

Legal/Statutory Procedural Requirements:

Existing Policy:

Personnel Implications:

External Agency/Public Comments:

Alternate Recommendation:

Submitted by:

John Vos, P. Eng.

Approved for inclusion:



(the department director initials here)

Attachments: Rate Comparision

cc: All circulation

Kelowna Water Purveyors SFD Water Rates (metered and un-metered)				
Purveyor		Charge Type	Rate	Monthly Cost of 41m ³
City of Kelowna (2014)	SFD	Monthly Flat Rate plus	\$12.05	\$42.40
		First 30 cubic meters	\$0.412	
		Next 50 cubic meters	\$0.554	
		Next 45 cubic meters	\$0.840	
		Consumption in excess of 125 cubic meters	\$1.681	
		Water Quality Enhancement Fee monthly	\$7.73	
		Annual Parcel Tax	\$50.00	
BMID (2014)	SFD Unmetered	Annual Parcel Tax (not for under 0.5Ac)	\$0.00	\$37.30
		Monthly flat rate	\$37.30	
	SFD with Suite Unmetered	Monthly flat rate	\$59.60	
GEID (2015)	SFD Unmetered	Annual Tax Levy	\$15.90	\$51.58
SEKID (2015)	SFD Unmetered	Quarterly flat charge	\$150.75	\$54.25
		Annual water tax (for properties less then 1 acre)	\$79.20	
		Quarterly flat charge	\$142.95	
RWW (2014)	SFD Metered	Hall Road special charge - 142.95 + 30.00 Quarterly	\$172.95	\$48.11
		per QUARTER for the first 68.2 cubic meters	\$50.10	
		for the next 109.1 cubic meters	\$1.590	
		for the next 136.4 cubic meters	\$1.790	
		Consumption in excess of 313.7 cubic meters	\$2.390	
		Annual parcel tax for grade A parcels	\$28.35	
BC Water Purveyors SFD Water Rates (metered)				
Purveyor		Charge Type	Rate	Monthly Cost of 41m ³
City of Vernon (2014)	SFD Metered	Base rate per QUARTER	\$99.80	\$97.25
		Tier A = 0 - 10	\$0.50	
		Tier B = 11-20	\$1.05	
		Tier C = 21-40	\$1.20	
		Tier D = 41-80	\$1.50	
		Over 80 m3	\$2.15	
District of West Kelowna WID (2014)	SFD Metered	QUARTERLY basic charge	\$346.00	\$59.74
		First 100 cubic meters per quarter	\$0.27	
		101 to 300 cubic meters per quarter	\$0.51	
		Consumption in excess of 300 cubic meters per quarter	\$0.82	
City of Penticton (2014)	SFD Metered	Water Maintenance Fee: Unimproved only	\$58.00	\$42.34
		Monthly rate	\$19.01	
		Rate per cubic meter	\$0.569	
City of Kamloops (2014)	SFD Metered	Base Consumption Rate per Year	\$136.67	\$79.47
		Rate per cubic meter Qtrly 45m3 -135m3	\$0.614	
		Fixed Annual Capital Charge	\$242.30	
District of Saanich (2014)	SFD Metered	Monthly flat charge	\$3.75	\$63.45
		Rate per cubic meter	\$1.456	
Maple Ridge (2015)	SFD Metered	Base Rate per Quarter	\$40.70	\$50.79
		Rate per cubic meter	\$0.9079	
City of Richmond (2015)	SFD Metered	Quarterly operating fee	\$12.00	\$55.06
		Rate per cubic meter	\$1.2454	
City of Abbotsford (2015)	SFD Metered	Rate per cubic meter	\$1.15	\$47.15
City of Surrey (2014)	SFD Metered	Annual Water Rate 2014 for SFD	\$738.00	\$61.50
		Rate per cubic meter	\$0.871	
West Vancouver (2014)	SFD Metered	Meter Fee (quarterly)	\$16.67	\$70.00
		Water Base Charge (Quarterly)	\$53.83	
		0-60 cubic meters	\$0.96	
		61-180 cubic meters	\$1.30	
		over 180 cubic meters	\$1.65	

BC Water Purveyors ICI, MULTIFAMILY Water Rates (metered and unmetered)			
PURVEYOR	DEVELOPMENT TYPE	CHARGE TYPE	RATE
CITY OF KELOWNA (2014)	ICI Metered	Base Rate - based on meter size	\$12.05 - \$454.27
		Consumption per cubic meter	\$0.475
		Water Quality Enhancement Fee	\$7.73- \$403.68
	Multifamily	Base Rate - based on meter size	\$12.051 - \$445.36
		Consumption per cubic meter	\$0.414
		Water Quality Enhancement Fee	\$7.73- \$403.68
	Single Family Strata	Base Rate - based on meter size	\$12.05 - \$454.27
		First 30 cubic meters	\$0.473
		Next 50 cubic meters	\$0.624
		Next 45 cubic meters	\$0.945
		Consumption in excess of 125 cubic meters	\$1.892
		Water Quality Enhancement Fee	\$7.73- \$403.68
BMID (2014)	Multifamily	Medium Density (Duplex, triplex, fourplex) per unit per month	\$32.10
		High Density (Apartments, Condominiums) per unit per month	\$25.60
		Mobile Home Park per unit per month	\$26.39
	ICI Unmetered	Commercial Low Usage	\$41.40
		Commercial Medium Usage	\$52.80
		Commercial High Usage	\$84.90
	ICI Metered Commercial/Recreational/Car Wash	Minimum monthly charge for first 76m ³	\$341.55
		for every cubic meter thereafter	\$0.33
GEID (2015)	Apartment dwellings (metered)	Quarterly flat rate for first 90m ³ /unit	\$81.00
		Consumption per cubic meter in excess of 90m ³ /unit	\$0.50
	Strata and Multifamily (metered)	Quarterly flat rate for first 90m ³ /unit	\$117.00
		Consumption per cubic meter in excess of 90m ³ /unit	\$0.50
	ICI (metered)	Monthly base rate for first 30m ³	\$51.50
		Consumption per cubic meter in excess of 30m ³	\$0.50
SEKID (2015)	Commercial buildings (metered)	Monthly flat rate	\$47.65
		Metered rate per cubic meter	\$0.82
		Metered minimum rate per month	\$47.65
RWW (2014)	Duplex, Triplex (Strata Included) Metered	per QUARTER for the first 68.2 cubic meters	\$50.10
		for the next 109.1 cubic meters	\$0.35
		for the next 136.4 cubic meters	\$0.39
		Consumption in excess of 313.7 cubic meters	\$0.53
		Annual rate for grade A parcels	
	Duplex, Triplex (Strata Included) Unmetered	Quarterly flat charge	\$83.52
	Apartment Buildings (Fourplexes and up.		
		per QUARTER for the first 40.9 cubic meters	\$44.28

BC Water Purveyors ICI, MULTIFAMILY Water Rates (metered and unmetered)			
PURVEYOR	DEVELOPMENT TYPE	CHARGE TYPE	RATE
	Apartment Buildings (Fourplexes and up.	for the next 40.9 cubic meters	\$0.35
		for the next 136.4 cubic meters	\$0.39
		Thereafter per m3	\$0.53
		Quarterly flat charge	\$83.52
	Commercial/Churches - Metered	Per Quarter - for the first 40.9 cubic meters	\$44.28
		for the next 218.2 cubic meters	\$0.35
		for the next 136.4 cubic meters	\$0.39
		Thereafter per cubic meters	\$0.53
City of Vernon (2014)	Multifamily Metered	Base rate per QUARTER	\$99.80
		Tier A = 0 - 10	\$0.50
		Tier B = 11-20	\$1.05
		Tier C = 21-40	\$1.20
		Tier D = 41-80	\$1.50
		Over 80 m3	\$2.15
	Multifamily Unmetered	QUARTERLY flat rate where metering is not possible	\$200.00
		QUARTERLY flat rate where metering is possible, added to Infrastructure E	\$300 - \$2,000
	Commercial Metered	Quarterly Basic Charge in addition to charge based on meter size	\$99.80
		Rate per cubic meter	\$1.50
		Quarterly charge based on meter size	\$38 - \$2000
	Commercial Unmetered	Quarterly Rate	\$300 - \$2000
District of West Kelowna - WID (2014)	Multifamily and ICI Metered	Quarterly charge based on size	\$346 - \$11,520
		Charge per cubic meter (in addition to basic charge based on meter size)	\$0.47
City of Kamloops (2014)	ICI Unmetered	User Rate - For each light use commercial unit	\$343.60
		User Rate - For each medium use commercial unit	\$1,030.05
		User Rate - For each heavy use commercial unit	\$2,048.00
		Annual Irrigation Rate for each hectare of property per annum	\$382.73
	ICI Metered	Annual Base Rate - based on meter size	\$242.3 - \$20,595.33
		Rate per cubic meter	\$0.5060
District of Saanich (2014)	ICI Metered	Monthly flat charge based on meter size	\$2.8 - \$335
		Rate per cubic meter	\$1.456
	Multifamily Metered	Monthly flat charge per unit	\$1.44
	Park Water Rate	for each cubic meter	\$0.60
	Agriculture Water Rate	for each cubic meter	\$0.72
	Farm Water Rate per Assmt Act	for each cubic meter	\$0.21
	Monthly charge	per meter size	\$2.80 - 335.00
	ICI Unmetered	Annual flat charge per unit	\$529.45

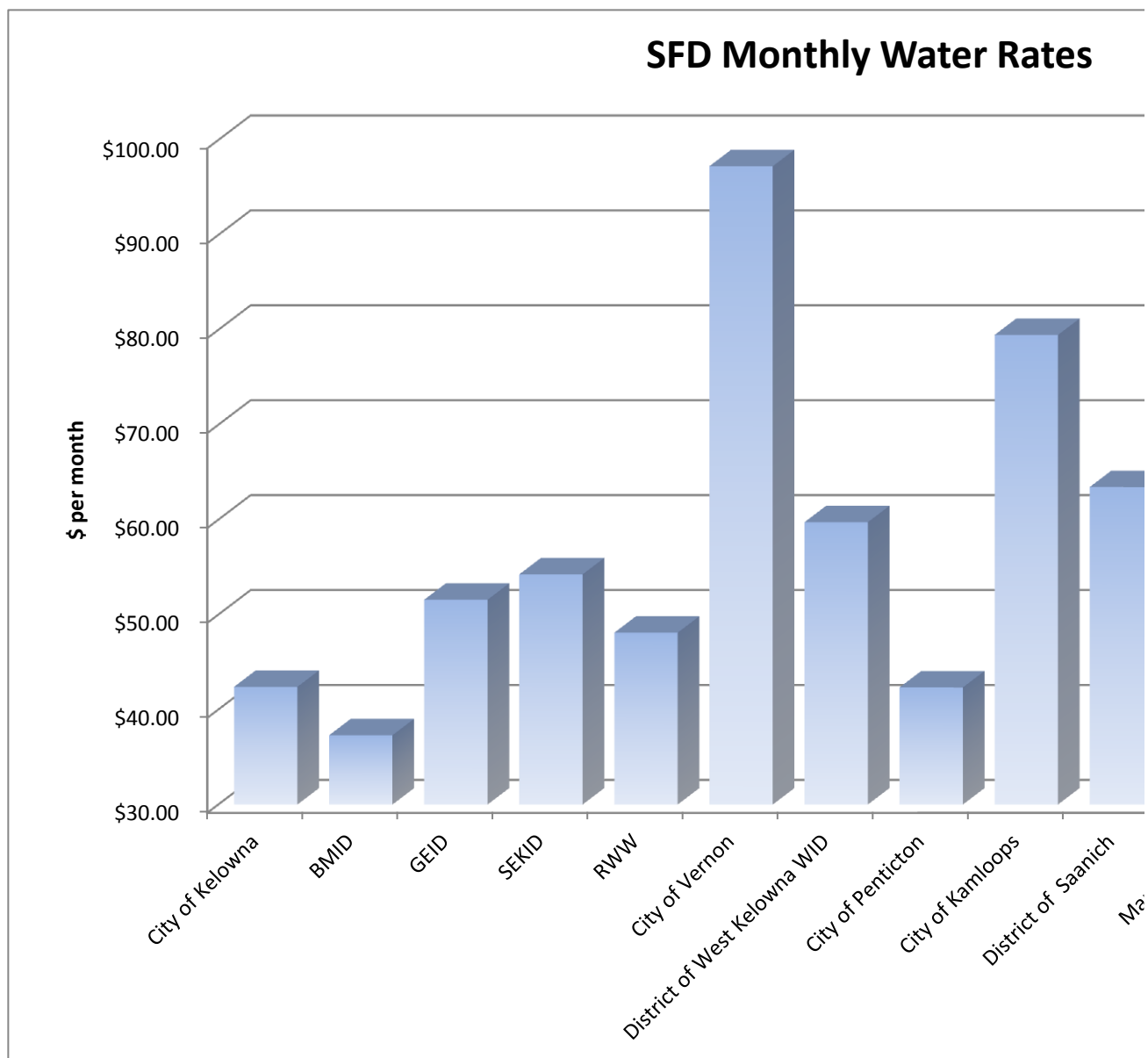
BC Water Purveyors ICI, MULTIFAMILY Water Rates (metered and unmetered)			
PURVEYOR	DEVELOPMENT TYPE	CHARGE TYPE	RATE
	Multifamily Unmetered	Annual flat charge per unit	\$502.60
	ICI Multifamily Metered	Quarterly base charge based on meter size	\$40.70 - \$729.95
		Rate per cubic meter	\$0.9079
City of Richmond (2015)	Multifamily Unmetered	Annual flat rate for townhomes	\$541.34
		Annual flat rate for apartments	\$348.83
	ICI Multifamily Metered	Quarterly minimum charge	\$114.00
		Rate per cubic meter	\$1.25
		Quarterly meter rent charge	\$15 - \$500
City of Abbotsford (2015)	Commercial, Institutional	For a 12 month billing period: 1 - 1,667 m3	\$1.15
		>1,667m3	\$1.04
	Industrial, Agricultural	For a 12 month billing period: 1 - 1,667 m3	\$1.04
		>1,667m3	\$0.98
City of Surrey (2014)	ICI Multifamily Metered	Annual Rate	\$63 - \$669
		Rate per cubic meter	\$0.871
	Multifamily Unmetered	Annual per unit rate	\$281.00
West Vancouver (2014)	ICI Metered	Meter Fee (quarterly) per unit	\$16.67
		Water Base Charge (Quarterly) based on meter size	\$153.68 - \$4,517.72
		Rate per cubic meter	\$1.10
	Multifamily Metered	Meter Fee (quarterly) per unit	\$16.67
		Water Base Charge (Quarterly) based on meter size	\$115.81 - \$3,266.79
		Rate per cubic meter	\$1.10

Residential - Base on SFD & 41 cu.m./month

City of Kelowna	\$ 42.40
BMID	\$ 37.30
GEID	\$ 51.58
SEKID	\$ 54.25
RWW	\$ 48.11
City of Vernon	\$ 97.25
District of West Kelowna WID	\$ 59.74
City of Penticton	\$ 42.34
City of Kamloops	\$ 79.47
District of Saanich	\$ 63.45
Maple Ridge	\$ 50.79
City of Richmond	\$ 55.06
City of Abbotsford	\$ 47.15
City of Surrey	\$ 61.50
West Vancouver	\$ 70.00

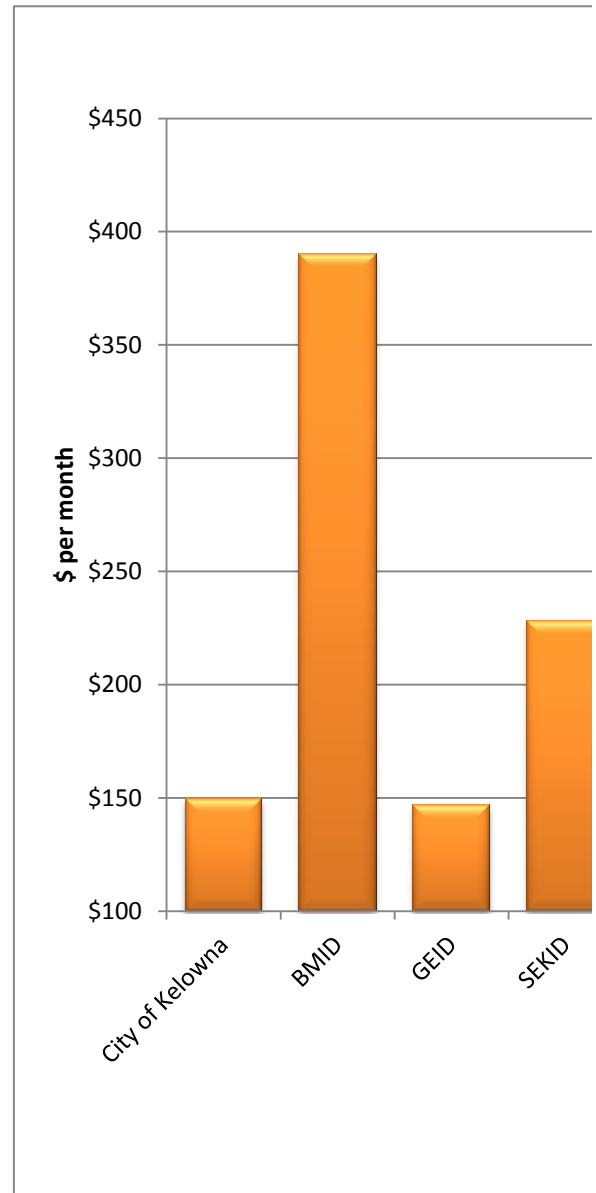
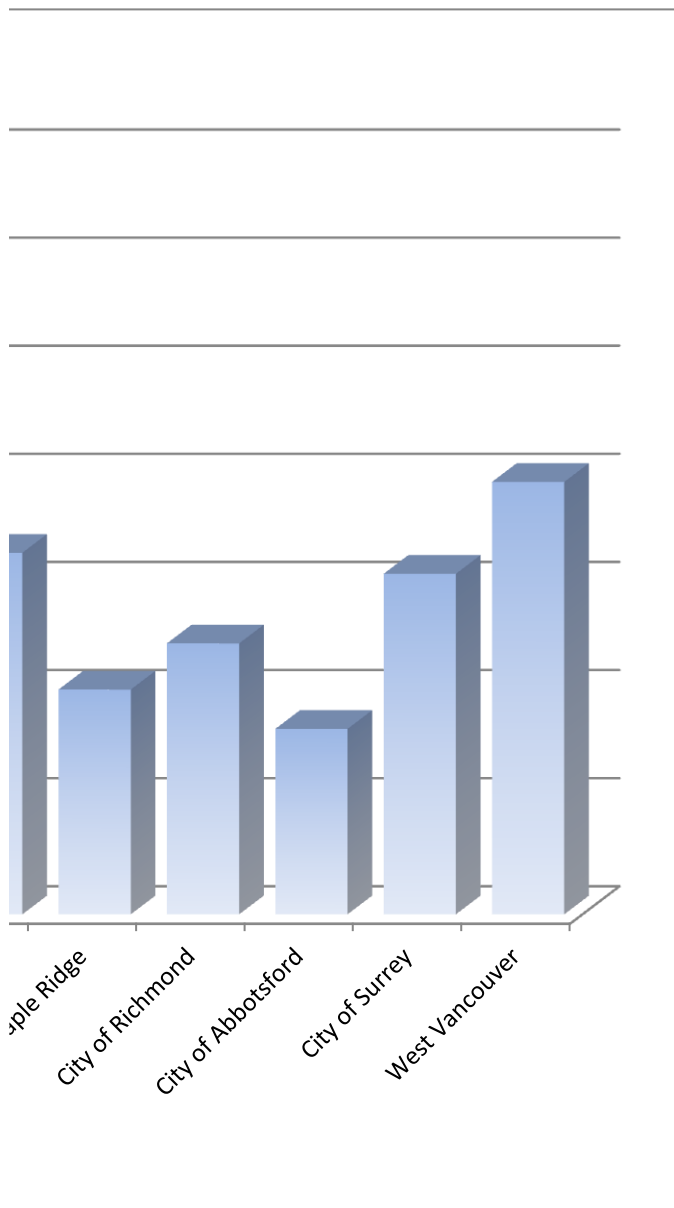
ICI - Based on 50mm meter & 220

City of Kelowna
BMID
GEID
SEKID
RWW
City of Vernon
District of West Kelowna WID
City of Kamloops
District of Saanich
Maple Ridge
City of Richmond
City of Abbotsford
City of Surrey
West Vancouver

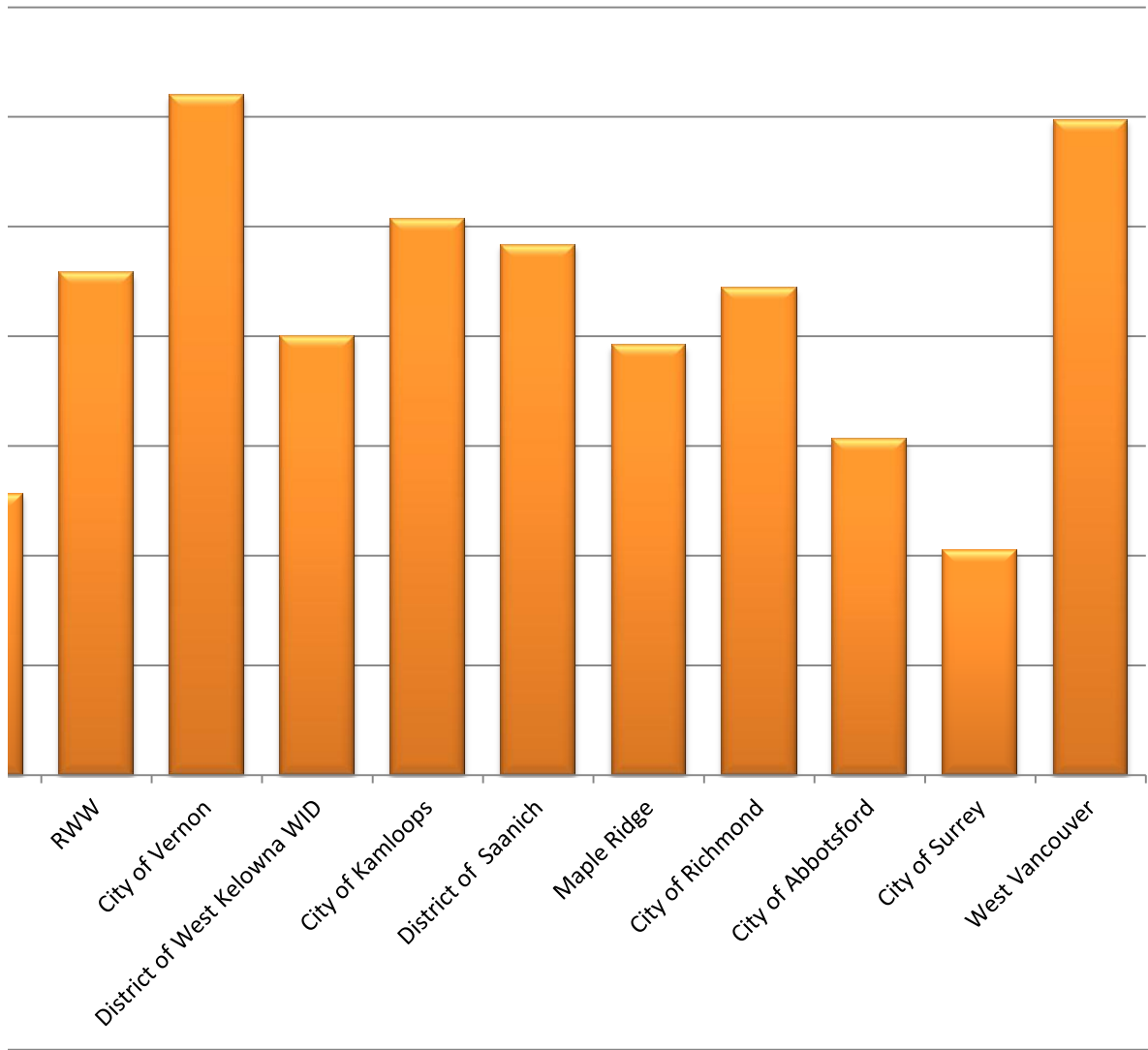


) cu.m./month

\$ 149.28
 \$ 390.06
 \$ 146.50
 \$ 228.05
 \$ 328.76
 \$ 409.67
 \$ 300.23
 \$ 353.62
 \$ 341.72
 \$ 295.74
 \$ 321.99
 \$ 253.00
 \$ 202.33
 \$ 398.49



ICI Monthly Water Rates



CITY OF KELOWNA

BYLAW NO. 11057

Amendment No. 5 to Water Regulation Bylaw No. 10480

The Municipal Council of the City of Kelowna, in open meeting assembled, enacts that the City of Kelowna Water Regulation Bylaw No. 10480 be amended as follows:

1. THAT **SCHEDULE "A" - Water Rates and Charges** be deleted in its entirety and replaced with a new **SCHEDULE "A" - Water Rates and Charges** as attached to and forming part of this bylaw.
2. This bylaw may be cited for all purposes as "Bylaw No.11057, being Amendment No. 5 to Water Regulation Bylaw No. 10480."
3. This bylaw shall come into full force and effect and is binding on all persons as and from the date of adoption.

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

Adopted by the Municipal Council of the City of Kelowna this

Mayor

City Clerk

SCHEDULE "A"

Water Rates and Charges

Customers shall pay the following **rates** and charges for water service with 2015 rates effective on May 6, 2015:

1. Single Family Residential Properties - Metered

A combined bi-monthly flat **rate** meter service charge of Twenty-Four Dollars and Ten Cents (\$24.10) bi-monthly in 2015, Twenty-Four Dollars and Fifty-Eight Cents (\$24.58) bi-monthly in 2016 plus a consumption charge as follows:

	May 6, 2015	May 6, 2016
First 60 cubic metres	\$0.412 per cubic metre	\$0.420 per cubic metre
Next 100 cubic metres	\$0.554 per cubic metre	\$0.565 per cubic metre
Next 90 cubic metres	\$0.840 per cubic metre	\$0.857 per cubic metre
Balance of cubic metres	\$1.681 per cubic metre	\$1.715 per cubic metre

2. Single Family Residential Properties - Required to Have a Meter But Do Not

A bi-monthly flat charge of \$800.00.

3. Commercial, Industrial and Institutional (collectively, "Non-Residential") Properties - Metered

A combined bi-monthly flat **rate** charge plus a consumption charge as follows:

Flat **rate** charge based on **Water Meter** size as follows:

	Bi-Monthly Flat Change	
	In 2015	In 2016
5/8" (15 mm)	\$ 24.10	\$ 24.58
3/4" (20 mm)	\$ 29.42	\$ 30.00
1" (25 mm)	\$ 37.84	\$38.60
1½" (37 mm)	\$ 56.66	\$ 57.80
2" (50 mm)	\$ 91.34	\$ 93.16
3" (75 mm)	\$ 299.18	\$ 305.16
4" (100 mm)	\$ 408.24	\$ 416.40
6" (150 mm)	\$ 689.60	\$ 703.40
8" (200 mm)	\$ 908.54	\$ 926.70

Plus a consumption charge of \$0.475 for the year 2015, \$0.485 for the year 2016, per cubic metre for all **Water Meter** sizes.

4. Mixed Use properties

A combined bi-monthly flat **rate** charge plus a consumption charge as follows:

Flat **rate** charge based on **Water Meter** size as follows:

	Bi-Monthly Flat Change	
	In 2015	In 2016
5/8" (15 mm)	\$ 24.10	\$ 24.58
3/4" (20 mm)	\$ 29.42	\$ 30.00
1" (25 mm)	\$ 37.84	\$ 38.60
1½" (37 mm)	\$ 56.66	\$ 57.80
2" (50 mm)	\$ 91.34	\$ 93.16
3" (75 mm)	\$ 299.18	\$ 305.16
4" (100 mm)	\$ 408.24	\$ 416.40
6" (150 mm)	\$ 689.60	\$ 703.39
8" (200 mm)	\$ 908.54	\$ 926.70

Plus a consumption charge of \$0.467 for the year 2015, \$0.476 for the year 2016, per cubic metre for all **Water Meter** sizes.

5. Temporary Use

For **Temporary Use** of water during construction on:

Single Family residential properties a flat charge of \$ 19.50 bi-monthly.

For non-residential properties and **Multi-Family Residential** properties a bi-monthly flat charge of \$128.40.

6. Fire Protection Use

For **Fire Protection Use** a bi-monthly flat **rate** charge of 51.24 for 2015, \$ 52.26 for 2016.

7. Beaver Lake Industrial Area Properties

A combined bi-monthly flat **rate** charge plus a consumption charge for all properties within the **Beaver Lake Industrial Area** as follows:

Meter Size	Bi-Monthly Flat Charge	
	2015	2016
3/4" (20 mm)	\$ 28.44	\$ 29.00
1" (25 mm)	\$ 37.76	\$ 38.52

1½" (37 mm)	\$ 79.60	\$ 81.20
2" (50 mm)	\$ 128.42	\$ 130.98
3" (75 mm)	\$ 303.64	\$ 309.70
4" (100 mm)	\$ 492.96	\$ 502.82
6" (150 mm)	\$ 1039.08	\$ 1059.86
8" (200 mm)	\$ 1265.06	\$ 1290.36

Plus a consumption charge of \$0.288 per cubic metre for 2015 and \$0.294 per cubic metre for 2016.

8. Park and Non-ALR Farm Use - Metered

A combined bi-monthly flat rate charge plus a consumption charge as follows:

Flat rate charge based on Water Meter size as follows:

	Bi-Monthly Flat Charge	
	In 2015	In 2016
5/8" (15 mm)	\$ 24.10	\$ 24.58
¾" (20 mm)	\$ 29.42	\$ 30.00
1" (25 mm)	\$ 37.84	\$ 38.60
1½" (37 mm)	\$ 56.66	\$ 57.80
2" (50 mm)	\$ 91.34	\$ 93.16
3" (75 mm)	\$ 299.18	\$ 305.16
4" (100 mm)	\$ 408.24	\$ 416.40
6" (150 mm)	\$ 689.60	\$ 703.39
8" (200 mm)	\$ 908.54	\$ 926.70

Plus a consumption charge of \$0.360 for the year 2015, \$0.367 for the year 2016

Park and Non-ALR Farm use - required to have a meter but do not

For unmetered parcels in **Park** and **Non-ALR Farm Use** a yearly flat rate of Five Hundred Eighty-Eight Dollars and Seventeen Cents (\$588.17) in 2015, Five Hundred and Ninety-Nine Dollars and Ninety-Four Cents (\$599.94) in 2016, per acre per year whether a portion is irrigated or not. For farm land not designated as an **agricultural** land reserve the yearly flat rate shall be based on the total assessed size of the **Property** classified as farm under the *Assessment Act*.

9. Agricultural Properties

A consumption charge of \$0.110 for 2015, \$0.112 for 2016 per cubic metre.

Agricultural Properties - required to have a meter but do not

For unmetered **Agricultural** properties a yearly flat rate of One Hundred Thirty-Two Dollars and Sixty Cents (\$132.60) for the year 2015, One Hundred Thirty-Five Dollars and Fifty-Three Cents (\$135.25) for the year 2016 per acre per year based on the total assessed size of the **Property** designated as **agricultural** land reserve under the *Agricultural Land Commission Act* whether a portion is irrigated or not.

10. Multi-Family Residential Properties - 3 or more attached dwelling units on a single property

A combined monthly or bi-monthly flat rate charge plus a consumption charge as follows:

	Bi-Monthly Flat Change	
	In 2015	In 2016
5/8" (15 mm)	\$ 24.10	\$ 24.58
¾" (20 mm)	\$ 29.42	\$ 30.00
1" (25 mm)	\$ 37.84	\$ 38.60
1½" (37 mm)	\$ 56.66	\$ 57.80
2" (50 mm)	\$ 91.34	\$ 93.16
3" (75 mm)	\$ 299.18	\$ 305.16
4" (100 mm)	\$ 408.24	\$ 416.40
6" (150 mm)	\$ 689.60	\$ 703.39
8" (200 mm)	\$ 908.54	\$ 926.70

Plus a consumption charge of \$0.414 in 2015, \$0.422 in 2016, per cubic metre for all **Water Meter** sizes.

11. Single Family Strata - single family housing on a strata property

A bi-monthly flat rate charge plus a consumption charge as follows:

	Bi-Monthly Flat Change	
	In 2015	In 2016
5/8" (15 mm)	\$ 24.10	\$ 24.58
¾" (20 mm)	\$ 29.42	\$ 30.00
1" (25 mm)	\$ 37.84	\$ 38.60
1½" (37 mm)	\$ 56.66	\$ 57.80
2" (50 mm)	\$ 91.34	\$ 93.16
3" (75 mm)	\$ 299.18	\$ 305.16
4" (100 mm)	\$ 408.24	\$ 416.40
6" (150 mm)	\$ 689.60	\$ 703.39
8" (200 mm)	\$ 908.54	\$ 926.70

Plus a consumption charge of:

	May 6, 2015	May 6, 2016
First 60 cubic metres	\$0.473 per cubic metre	\$0.483 per cubic metre
Next 100 cubic metres	\$0.624 per cubic metre	\$0.637 per cubic meter
Next 90 cubic metres	\$0.945 per cubic metre	\$0.964 per cubic metre
Balance of cubic metres	\$1.892 per cubic metre	\$1.930 per cubic metre

for all **Water Meter** sizes.

For land shown on a strata plan that receives the supply of water from the **City Water Utility** from the same **Service Connection**, except land shown on a **Bare Land Strata Plan**, the **City** may send a single invoice covering all **Strata Lots** and common property to the strata corporation. If the rate levied remains unpaid as of December 31 of the billing year, the **City** may allocate the total volume of water used among the **Strata Lot** owners on the basis of their unit entitlements and type of use, and determine the charges and penalties owing by the owner of each **Strata Lot**.

12. Bulk Water Filling Station Use

The cost of a card for use of the **Bulk Water Filling Stations** is \$20.00, non-refundable.

For **Bulk Water Filling Stations**, a consumption charge of \$0.82 for 2015 and \$0.85 for 2016 per cubic metre of water used.

13. Water Quality Enhancement Reserve Fund Contribution - Metered

All **Customers**, except those **Customers** in the **Beaver Lake Industrial Area**, shall pay an additional bi-monthly flat charge, as follows:

Meter Size	Bi-Monthly Flat Change
5/8" (15 mm)	\$ 15.46
¾" (20 mm)	\$ 15.46
1" (25 mm)	\$ 31.76
1½" (37 mm)	\$ 70.08
2" (50 mm)	\$ 113.44
3" (75 mm)	\$ 265.90
4" (100 mm)	\$ 362.82

6" (150 mm)	\$ 612.80
8" (200 mm)	\$ 807.36

14. Water Quality Enhancement Reserve Fund Contribution - Water Uses That Do Not Require a Meter:
A bi-monthly flat charge as follows: \$ 15.76

Report to Council



Date: 2/10/2015
File: 1824-02
To: City Manager
From: John Vos, Director of Corporate Business Ventures
Subject: Wastewater Utility Rates

Recommendation:

THAT Council receives, for information, the Report of the Director of Corporate Business Ventures dated February 10, 2015 regarding Wastewater Utility Rates;

AND THAT Council approves a 2% rate increase to both the 2015 and 2016 Wastewater Utility rates for the operation, maintenance and capital improvements to the Utility as outlined in the report of the Director of Corporate Business Ventures with the first billing cycle of May on each of the 2 years;

AND FURTHER THAT Bylaw No. 11058, being Amendment No. 33 to the Sewerage System Bylaw No. 3480, be forwarded to Council for reading consideration.

Purpose:

To provide Council with information on wastewater utility costs and revenues and to obtain approval for 2015 and 2016 wastewater rate increases.

Background:

The City of Kelowna provides wastewater collection and treatment services to approximately 70% of all residents within the City boundary. All wastewaters are treated at the state of the art biological nutrient removal sewage treatment facility on Raymer Avenue before discharge to Okanagan Lake. Biosolids collected are composted jointly with the City of Vernon and sold as the "Ogogrow" compost product.

City staff conducted a review of the City's Wastewater Utility's operations, maintenance and capital costs as part of determining financial revenue needs to support the the Utility. The Utility is fully self funding.

The review was conducted by the Infrastructure, Civic Operations and Corporate Services Divisions based on our most recent projections. The review considered the timing and

expenses for capital improvements such as new trunk mains, treatment plant improvements, biosolids composting improvements, ongoing infrastructure replacements as well as operating and maintenance costs.

The City's Financial Services Department prepared a pro forma statement of revenues and expenditures that outlines a 10-year projection, based on present year's budget figures and future capital and operating expenditures in all areas of the Utility. This method of rate setting allows the City to balance debt and large capital expenditures, with the Utility's accumulated surplus, to establish a stable Utility rate structure.

Staff identified a number of factors that will impact rates in the coming years. Operations and Maintenance areas are experiencing rising costs for materials and labour due to inflation, in addition to an increasing number of minor repairs on aging infrastructure. Forecasting also shows the requirement \$76 million in asset renewal over the next 20 years, system improvements and a number of sewer trunk main expansions through the Development Cost Charges (DCC) program.

As a result of these factors on the Wastewater Utility, there is a need for a 2 per cent rate increase to the monthly user fee in both 2015 and 2016. The impact of this is a 38 cents per month increase for 2015 and a 39 cents per month increase for 2016 for the residential customer. For commercial and industrial customers this increases their per cubic meter charge by 2 cents per cubic meter for each year.

The proposed rate increase keeps Kelowna's rates similar to surrounding municipalities within the Okanagan and significantly lower than municipalities within the lower mainland (see attached).

The recommended rates reflect the best information available at this time. It is recognized that there are some processes underway that may or may not impact future rates. There is a need to review the longer term asset management and financing strategy with Council. Council has authorized a review of the DCC Program costs in 2015, and there is also a complete review of long term strategies for biosolids management occurring this year. These reviews, which are all lengthy processes, may or may not require the need to make further adjustments to the 2016 rates depending on the results and the timing of their outcomes.

Internal Circulation: Utility Services Manager, Director of Financial Services, Infrastructure Division Director, Corporate Services Division Director, Civic Operations Division Director, Capital Assets and Investment Manager, Utility Planning Manager, City Clerk, Revenue Manager, Communications and Information Services Division Director

Financial/Budgetary Considerations: The 2015 financial plan have incorporated these planned rate increases.

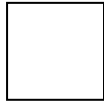
Communications Comments: Customers on utility billing will receive two months notice of the increase.

Considerations not applicable to this report:
Legal/Statutory Authority:
Legal/Statutory Procedural Requirements:
Existing Policy:
Personnel Implications:
External Agency/Public Comments:
Alternate Recommendation:

Submitted by:

John Vos, P. Eng.

Approved for inclusion:



(the department director initials here)

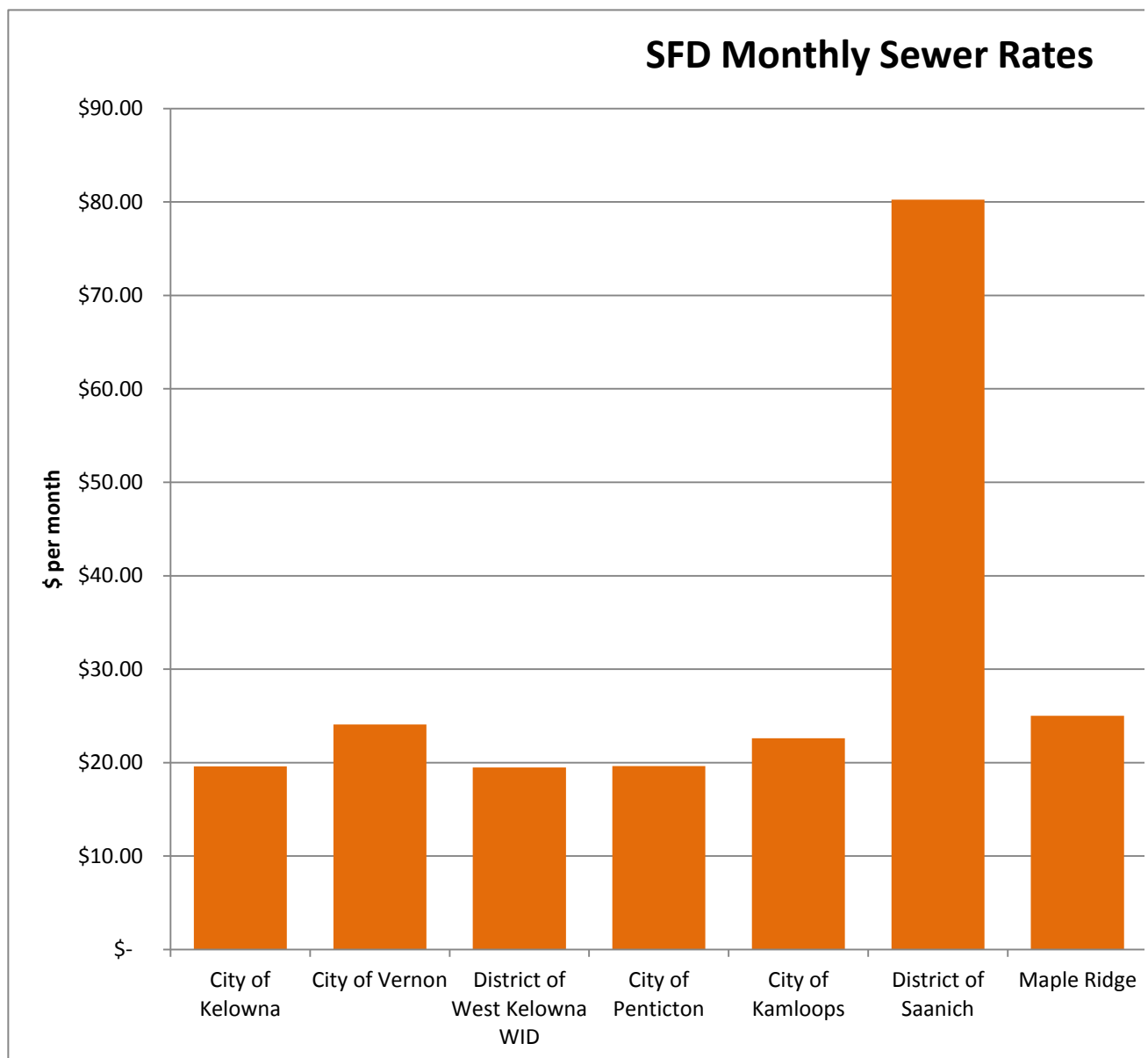
Attachments: Wastewater rates comparison table

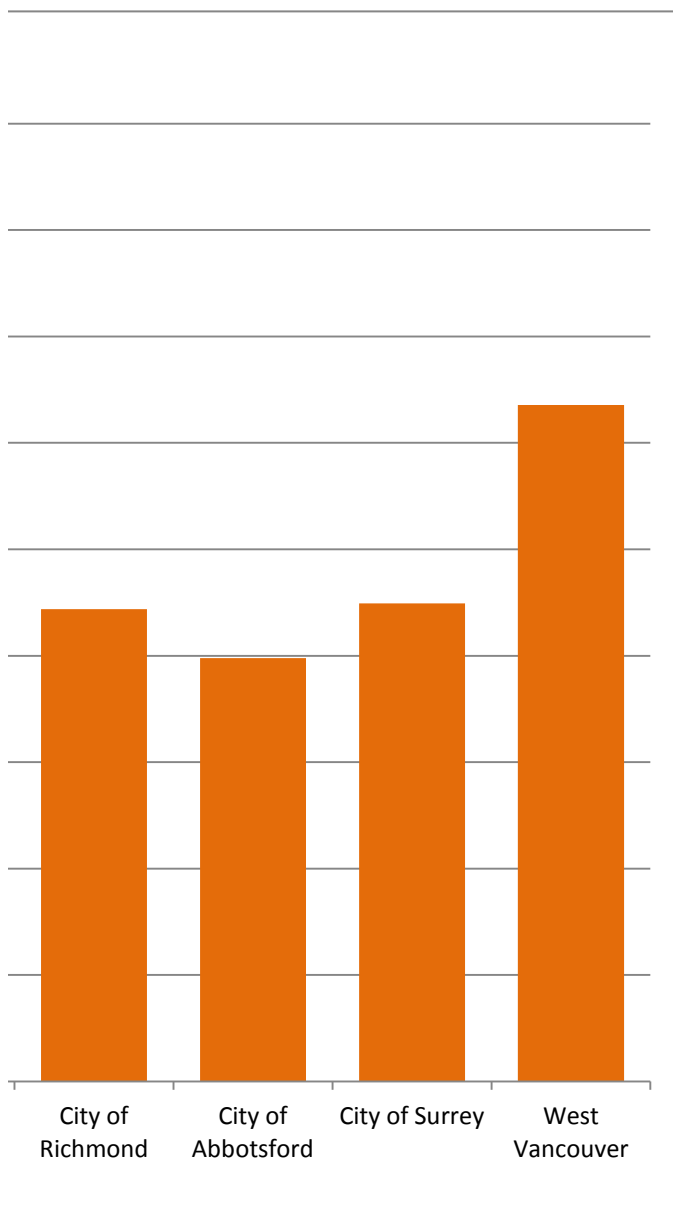
cc: All circulation

BC Wastewater Utility Rates		
Utility	Charge Type	Monthly at 41 cu.m/mth
City of Kelowna (2014)	Monthly Flat Rate	\$ 19.59
	Commercial Flat Rate	\$ 21.00
	Commercial Rate per cubic meter	\$ 0.88
City of Vernon (2014)	Monthly Flat Rate plus	\$ 24.08
	Commercial Flat Rate (high volume user)	\$ 48.15
	Commercial Rate per cubic meter	\$ 2.45
District of West Kelowna WID (2014)	Monthly Flat Rate	\$ 19.48
	Commercial Rate (varies)	\$3.90 - \$77.94
	Commercial Rate per cubic meter	\$ 1.14
City of Penticton (2014)	Monthly Flat Rate	\$ 19.62
	Commercial Rate (actual cost)	Varies
	Commercial Rate per kg	\$0.203 - \$0.46/Kg
Fees & Charges Bylaw		
City of Kamloops (2014)	Monthly Flat Rate plus	\$ 22.61
	Commercial Rate (varies)	Varies
	Commercial Rate per cubic meter	\$ 0.48
District of Saanich (2014)	Monthly Metered Rate	\$ 80.24
	Commercial Flat Rate (high volume user)	N/A
	User Rate per cubic meter	\$ 1.96
Maple Ridge (2015)	Monthly Flat Rate	\$ 25.02
	Commercial Rate (varies)	\$217.30 - \$300.25
	Commercial Rate per cubic meter	N/A
City of Richmond (2015)	Monthly Metered Rate	\$ 44.37
	Commercial Flat Rate	\$ 28.67
	Consumption Rate per cubic meter	\$ 1.08
City of Abbotsford (2015)	Monthly Metered Rate	\$ 39.77
	Commercial Flat Rate	
	Commercial Rate per cubic meter	\$0.82 - \$0.97
City of Surrey (2014)	Monthly Flat Rate	\$ 44.92
	Commercial Flat Rate (high volume user)	
	Commercial Rate per cubic meter	
West Vancouver (2014)	Monthly Metered Rate	\$ 63.55
	Commercial Flat Rate	
	User Rate per cubic meter	\$ 1.55

Residential - Based on SFD & 41 cu.m./month

City of Kelowna	\$ 19.59
City of Vernon	\$ 24.08
District of West Kelowna WID	\$ 19.48
City of Penticton	\$ 19.62
City of Kamloops	\$ 22.61
District of Saanich	\$ 80.24
Maple Ridge	\$ 25.02
City of Richmond	\$ 44.37
City of Abbotsford	\$ 39.77
City of Surrey	\$ 44.92
West Vancouver	\$ 63.55





CITY OF KELOWNA

BYLAW NO. 11058

Amendment No. 33 to Sewerage System User Bylaw No. 3480

The Municipal Council of the City of Kelowna, in open meeting assembled, enacts that the City of Kelowna Sewerage System User Bylaw No. 3480 be amended as follows:

1. THAT the table in Section 4. be deleted that reads:

	2012	2013	2014
Flat Rate per Month	\$18.43	\$18.86	\$19.21
Bi-Monthly Rate			\$38.42

And replaced with a new table that reads:

	2015	2016
Flat Rate per Month	\$19.59	\$19.98
Bi-Monthly Rate	\$39.18	\$39.96

2. AND THAT the table in Section 5(1) be deleted that reads:

	2012	2013	2014
Flat Rate per Month/ Bi-Monthly	\$0.82/m ³	\$0.84/m ³	\$0.86/m ³

And replaced with a new table that reads:

	2015	2016
Flat Rate per Month/ Bi-Monthly	\$0.88/m ³	\$0.90/m ³

3. AND THAT the table in Section 5(1) be deleted that reads:

	Effective April 16, 2012	Effective April 16, 2013	Effective April 16, 2014
Metered base rate per month	\$10.10	\$10.30	\$10.50
Bi-Monthly			\$21.00

And replaced with a new table that reads:

	Effective May 6, 2015	Effective May 6, 2016
Metered base rate per month	\$10.71	\$10.92
Bi-Monthly	\$ 21.42	\$ 21.84

4. This bylaw may be cited for all purposes as "Bylaw No.11058, being Amendment No. 33 to Sewerage System User to Bylaw No. 3480."
5. This bylaw shall come into full force and effect and is binding on all persons as of May 6, 2015.

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

Adopted by the Municipal Council of the City of Kelowna this

Mayor

City Clerk

Report to Council



Date: February 16, 2015
File: 1125-51-013
To: City Manager
From: J. Saufferer, Manager, Real Estate Services
Subject: Proposed Road Closure - Adjacent to 519, 529 & 539 Truswell Road

Recommendation:

THAT Council receives, for information, the Report from the Manager, Real Estate Services, dated February 16, 2015, recommending that Council consider the proposed road closure of a portion of land adjacent to 519, 529 & 539 Truswell Road;

AND THAT Bylaw No. 11048, being proposed road closure of a portion of land Adjacent to 519, 529 & 539 Truswell Road, be forwarded for reading consideration.

Purpose:

The closed road is to be consolidated with the adjacent properties to facilitate the construction of Phase II of the Water's Edge development. A statutory right of way to ensure public and emergency access to Mission Creek is to be registered concurrently.

Background:

The developer acquired the same width of road frontage from the City at the time Phase I of Waters Edge was developed. As part of the acquisition of the road closure area, a statutory right of way in favour of the City for public and emergency access to Mission Creek will be registered over 539 Truswell Road.

Legal/Statutory Authority:

Section 26 and 40, Community Charter

Considerations not applicable to this report:

Internal Circulation:

Financial/Budgetary Considerations

Legal/Statutory Procedural Requirements:

Existing Policy:

Personnel Implications:

External Agency/Public Comments:

Communications Comments:

Alternate Recommendation:

The Real Estate Services department requests Council's support of this road closure.

Submitted by: J. Saufferer, Manager, Real Estate Services

Approved for inclusion: G. Hood, Acting Director, Real Estate

Attachment:

1. Schedule A - Map

cc: R. Smith, Urban Planning Manager
T. Barton, Parks & Building Planning Manager

Schedule A

REFERENCE PLAN TO ACCOMPANY BYLAW No. 11048 (CITY OF KELOWNA) TO CLOSE ROAD DEDICATED ON PLAN 2714, SECTION 1, TOWNSHIP 25, OSOYOOS DIVISION YALE DISTRICT

PLAN EPP48404

PURSUANT TO SECTION 120 OF THE LAND TITLE ACT AND SECTION 44 OF THE COMMUNITY CHARTER
FOR ROAD CLOSURE PURPOSES
BCGS 82E.083



The intended plot size of this plan is 560mm in width by
432mm in height (C size) when plotted at a scale of 1:500
(All distances are in metres)

LEGEND

- Denotes Standard iron post (Type 5) found
- Denotes Standard iron post (Type 5) placed
- Denotes Lead Plug (Type 3) placed
- ⊙ Denotes Non-Standard Post found
- ⊕ Denotes Control Monument found
- NF Denotes nothing found
- WT Denotes witness

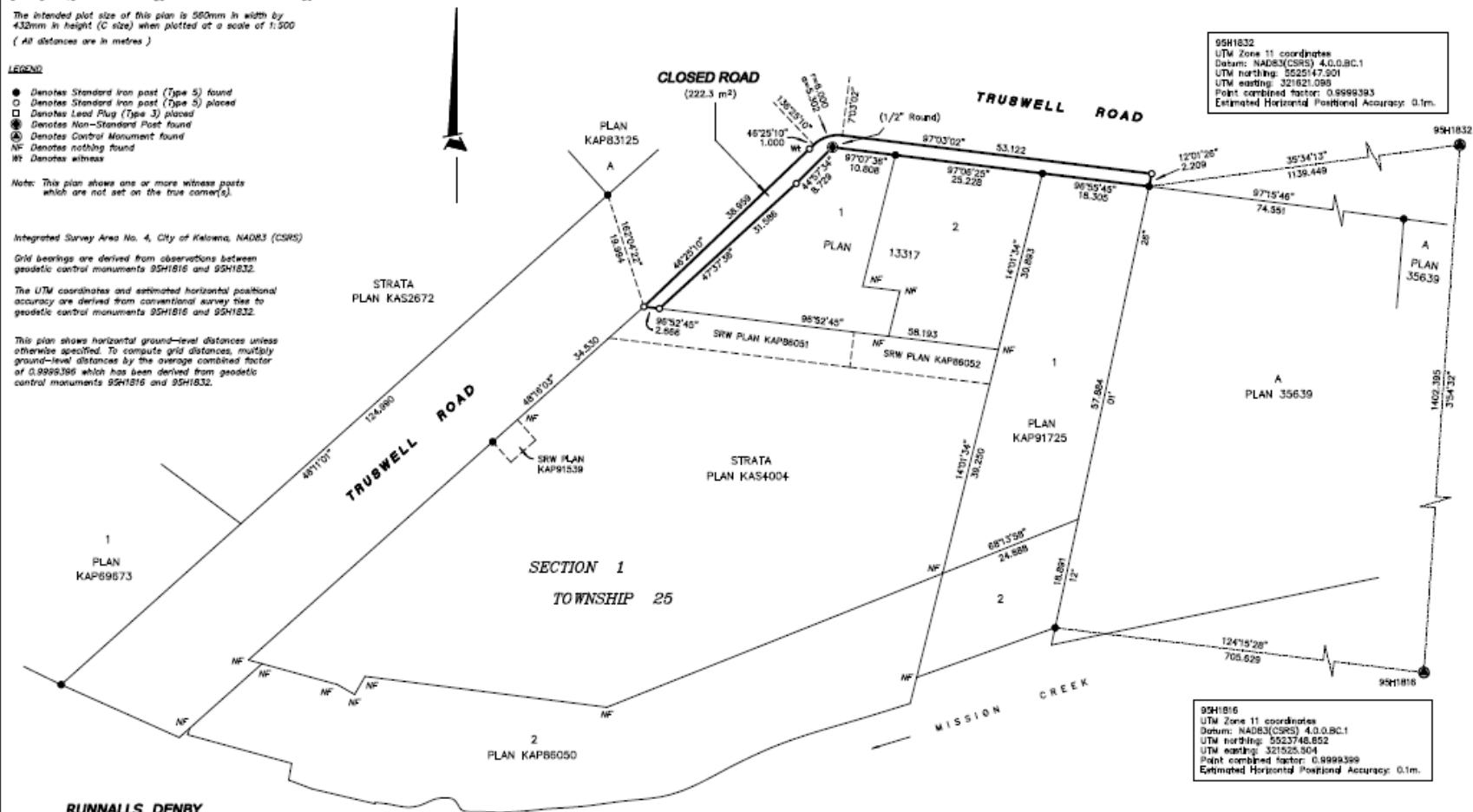
Note: This plan shows one or more witness posts
which are not set on the true corner(s).

Integrated Survey Area No. 4, City of Kelowna, NAD83 (CSRS)

Grid bearings are derived from observations between
geodetic control monuments 95H1816 and 95H1832.

The UTM coordinates and estimated horizontal positional
accuracy are derived from conventional survey ties to
geodetic control monuments 95H1816 and 95H1832.

This plan shows horizontal ground-level distances unless
otherwise specified. To compute grid distances, multiply
ground-level distances by the average combined factor
of 0.9999359 which has been derived from geodetic
control monuments 95H1816 and 95H1832.



RUNNALLS DENBY

british columbia land surveyors

259A Lawrence Avenue Kelowna, B.C. V1Y 6L2
Phone: (250)763-7322 Fax: (250)763-4413
Email: runnallsdenby.com

DWG. No.: 14221 CLOSED ROAD FILE: 14221

This plan lies within the Regional District of Central Okanagan.

This plan lies within the jurisdiction of the Approving Officer
for the City of Kelowna

The field survey represented by this plan was completed on
the 15th day of January, 2015.

Nail Raymond Denby, BCLS 785

CITY OF KELOWNA

BYLAW NO. 11048

Road Closure and Removal of Highway Dedication Bylaw **(Portion of 519, 529, 539 Truswell Road)**

A bylaw pursuant to Section 40 of the Community Charter to authorize the City to permanently close and remove the highway dedication of a portion of highway adjacent to 519, 529 & 539 Truswell Road

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

1. That portion of highway attached as Schedule "A" comprising 222.3 m² shown in bold black as Closed Road on the Reference Plan prepared by Neil Denby B.C.L.S. of Runnalls Denby, is hereby stopped up and closed to traffic and the highway dedication removed.
2. The Mayor and City Clerk of the City of Kelowna are hereby authorized to execute such conveyances, titles, survey plans, forms and other documents on behalf of the said City as may be necessary for the purposes aforesaid.

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

Adopted by the Municipal Council of the City of Kelowna this

Mayor

City Clerk

Schedule "A"

