

# City of Kelowna

## Regular Council Meeting

### AGENDA



Monday, May 4, 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 - April 27, 2015

#### 3. Public in Attendance

##### 3.1 Kelowna Art Gallery

8 - 28

Annual presentation by Executive Director, Nataley Nagy.

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

##### 4.1 700 Highway 33 East, TA15-0002 - Hillcrest Farm Market Inc.

29 - 48

To amend the A1 - Agriculture zone to permit the use of a primary food establishment (Café) at 700 Hwy 33 E in accordance with Agriculture Land Commission Resolution # 101/ 2014.

##### 4.2 BL11083 (TA15-0002) - Amending Agriculture 1 Zone for 700 Highway 33 East

49 - 49

To give Bylaw No. 11083 first reading in order to Zoning Bylaw No. 8000 specifically for the property located at 700 Highway 33 East and the current owners.

##### 4.3 2265 Wilkinson Street, Z15-0015 - Jacob & Julie Cruise

50 - 60

To rezone the subject property from RU2-Medium Lot Housing zone to RU2c-Medium Lot Housing with Carriage House.

<b>4.4</b>	<b>2265 Wilkinson Street, BL11093 (Z15-0015) - Jacob &amp; Julie Cruise</b>	<b>61 - 61</b>
	To give Bylaw No. 11093 first reading in order to rezone the subject property.	
<b>4.5</b>	<b>773 Glenmore Road &amp; 720 Valley Road, OCP14-0008, TA14-0005 &amp; Z14-0010 - 0904419 BC Ltd.</b>	<b>62 - 73</b>
	The applicants have made three applications. The first is to amend the Official Community Plan to change a portion of the future land use of the subject property from Multiple Unit Residential to Commercial to facilitate future development. The second application is to amend the text of the CD3 - Comprehensive Development Zone Three zone to match future development plans on site. The third application would see Zoning Bylaw boundaries be re-aligned to match the property lines and actual development on the site.	
<b>4.6</b>	<b>773 Glenmore Road &amp; 720 Valley Road, BL11090 (OCP14-0008) - 0904419 BC Ltd.</b>	<b>74 - 75</b>
	<b>Requires a majority of all members of Council (5).</b> To give Bylaw No. 11090 first reading in order to change the future land use designations of portions of the subject properties.	
<b>4.7</b>	<b>BL11091 (TA14-0005) - Replacing the CD3 - Comprehensive Development Three Zone in Zoning Bylaw No. 8000</b>	<b>76 - 79</b>
	To give Bylaw No. 11091 first reading in order to amend Zoning Bylaw No. 8000.	
<b>4.8</b>	<b>773 Glenmore Road &amp; 720 Valley Road, BL11092 (Z14-0010) - 0904419 BC Ltd.</b>	<b>80 - 81</b>
	To give Bylaw No. 11092 first reading in order to rezone portions of the subject properties.	
<b>5.</b>	<b>Non-Development Reports &amp; Related Bylaws</b>	
<b>5.1</b>	<b>2015 Financial Plan - Final Budget</b>	<b>82 - 132</b>
	To present the 2015 Final Budget submissions and the 2015-2019 Financial Plan and related bylaws to Council for their consideration and approval.	
<b>5.2</b>	<b>BL11084 - Annual Tax Rates Bylaw, 2015</b>	<b>133 - 135</b>
	To give Bylaw No. 11084 first, second and third readings.	
<b>5.3</b>	<b>BL11085 - Development Cost Charge Reserve Fund Expenditure Bylaw, 2015</b>	<b>136 - 136</b>
	To give Bylaw No. 11085 first, second and third readings.	
<b>5.4</b>	<b>BL11086 - Sale of City-Owned Land Reserve Fund Expenditure Bylaw, 2015</b>	<b>137 - 137</b>
	To give Bylaw No. 11086 first, second and third readings.	

<b>5.5</b>	<b>BL11087 - Tax Structure Bylaw, 2015</b>	<b>138 - 138</b>
	To give Bylaw No. 11087 first, second and third readings.	
<b>5.6</b>	<b>BL11088 - Five Year Financial Plan, 2015-2019</b>	<b>139 - 143</b>
	To give Bylaw No. 11088 first, second and third readings.	
<b>5.7</b>	<b>Quarterly Report Update</b>	<b>144 - 157</b>
	To provide Council with an update of the City's activities for the first quarter of 2015.	
<b>5.8</b>	<b>Neighbourhood Grant Program</b>	<b>158 - 179</b>
	To seek Council approval to implement a Neighbourhood Grant and to enter into a agreement with the Central Okanagan Foundation.	
<b>6.</b>	<b>Bylaws for Adoption (Non-Development Related)</b>	
<b>6.1</b>	<b>BL11078 - Sterile Insect Release Program Parcel Tax Bylaw 2015</b>	<b>180 - 194</b>
	To adopt Bylaw No. 11078 in order to impose and levy a Parcel Tax upon the owners of land or real property within the City of Kelowna being served by the Sterile Insect Release Program.	
<b>7.</b>	<b>Mayor and Councillor Items</b>	
<b>8.</b>	<b>Termination</b>	



## City of Kelowna

### Regular Council Meeting Minutes

Date: Monday, April 27, 2015  
 Location: Council Chamber  
 City Hall, 1435 Water Street

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

Staff Present City Manager, Ron Mattiussi; City Clerk, Stephen Fleming; Community & Neighbourhood Services Manager, Louise Roberts\*; Real Estate Director, Derek Edstrom\*; Accountant, Matt Friesen\*; Park & Building Planning Manager, Terry Barton\*; Council Recording Secretary, Arlene McClelland

(\* denotes partial attendance)

#### 1. Call to Order

Mayor Basran called the meeting to order at 1:32 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 Singh

R306/15/04/27 THAT the Minutes of the Regular Meeting of April 20, 2015 be confirmed as circulated.

Carried

#### 3. Public in Attendance

##### 3.1 Interior Health Authority, Overview and Update of Health-care Programs and Initiatives

Sharon Cook, Health Service Administrator, Acute Services and Bryan Redford, Health Service Administrator, Community Services

- Provided a Power Point Presentation outlining the Health-care Programs and Initiatives and responded to questions from Council.



#### 4. Bylaws for Adoption (Development Related)

##### 4.1 375 Gibson Road, BL10930 (Z14-0007) - Robert Holden

Moved By Councillor Hodge/Seconded By Councillor Gray

R307/15/04/27 THAT Bylaw No. 10930 be adopted.

Carried

##### 4.2 650-652 Wardlaw Avenue, BL11049 (Z14-0055) - Loren & Janette Desautels

Moved By Councillor Donn/Seconded By Councillor Hodge

R308/15/04/27 THAT Bylaw No. 11049 be adopted.

Carried

#### 5. Non-Development Reports & Related Bylaws

##### 5.1 2015 Community Social Development Grants and Grants to Address the Sexual Exploitation of Youth

Staff:

- Summarized the 2015 Grant recommendations and responded to questions from Council.

Moved By Councillor Stack/Seconded By Councillor Sieben

R309/15/04/27 THAT Council receives the report from the Community & Neighbourhood Services Manager dated April 22, 2015 regarding the Community Social Development Grants and Grants to Address the Sexual Exploitation of Youth;

AND THAT Council approves the recommendations of the Central Okanagan Foundation Grant Advisory Committee for the distribution of the 2015 Community Social Development Grants and Grants to Address the Sexual Exploitation of Youth.

Carried

##### 5.2 3786 Lakeshore Road, License of Occupation - Aqua Resort Ltd.

Staff:

- Summarized the License of Occupation and responded to questions from Council.

Moved By Councillor Hodge/Seconded By Councillor Sieben

R310/15/04/27 THAT Council approves the City entering into a one (1) year License of Occupation with Aqua Resort Ltd. for use of a portion of the Lakeshore Boat Launch, in the form attached as Schedule 'A' to the Report of the Manager, Real Estate Services, dated April 20, 2015;

AND THAT the Mayor and City Clerk be authorized to execute all documents necessary to complete this agreement;

AND FURTHER THAT the 2015 Financial Plan be amended accordingly.

Carried

### 5.3 2015 Sterile Insect Release (SIR) Parcel Tax

Staff:

- Provided a summary of the Parcel Tax Bylaw.

Moved By Councillor Hodge/Seconded By Councillor Given

R311/15/04/27 THAT Council approves the Sterile Insect Release Program as outlined in the report of the Revenue Accountant dated April 27, 2015, charging the 2015 Sterile Insect Release (SIR) Parcel Tax to individual property tax rolls in accordance with the 2015 SIR Parcel Tax Assessment Roll provided to the City of Kelowna by SIR administration;

AND THAT Bylaw No. 11078 being Sterile Insect Release Program Parcel Tax Bylaw 2015 be forwarded for reading consideration.

Carried

### 5.4 BL11078 - Sterile Insect Release Program Parcel Tax Bylaw 2015

Moved By Councillor DeHart/Seconded By Councillor Singh

R312/15/04/27 THAT Bylaw No. 11078 be read a first, second and third time.

Carried

### 5.5 Cameron House - Update

Staff:

- Provided a PowerPoint Presentation summarizing the Cameron House restoration and responded to questions from Council.

Moved By Councillor Hodge/Seconded By Councillor DeHart

R313/15/04/27 THAT Council receives for information the report from the Parks & Buildings Planning Manager dated April 22, 2015 with respect to Cameron House;

AND THAT Council support removing the budget request for Cameron House in the 2015 Provisional Capital Budget and have staff put forward an updated capital request for 2016.

Carried

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

### 6.1 BL11071 - Amendment No. 1 to Five Year Financial Plan 2014-2018

Moved By Councillor Singh/Seconded By Councillor DeHart

R314/15/04/27 THAT Bylaw No. 11071 be adopted.

Carried

## 7. Mayor and Councillor Items

Mayor Basran made a statement regarding Council's decision to direct staff to amend the Council Procedures Bylaw to have a reaffirmation of Council's Oath of Office at Tuesday Regular meetings instead of reciting a prayer.

Councillor DeHart:

- Reminder of the 40<sup>th</sup> Annual Civic Awards on Thursday April 30<sup>th</sup>.

Councillor Hodge:

- Will be attending the SILGA Conference this week in Kamloops.

Councillor Gray:

- Will be attending the SILGA Conference this week in Kamloops.
- Reminder of the Asian Heritage Festival this weekend at Okanagan College.

Councillor Donn:

- Will be attending the BC Transit Workshop in Harrison Hot Springs.

Councillor Given:

- Will be attending the SILGA Conference this week in Kamloops.

Mayor Basran:

- Will be joining local veterans travelling to our Sister City of Veendam this week.
- Reminder of the ceremony at Ben Lee Park on April 28<sup>th</sup> for the Day of Mourning for those lost or injured on the job.

## 8. Termination

This meeting was declared terminated at 3:48 p.m.

\_\_\_\_\_  
Mayor

/acm



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



# Our Mission

The mission of the Kelowna Art Gallery is to engage, inspire, and enrich the greater community through the exhibition, collection, and interpretation of visual art.



# Some Milestones

**1977** founded as a not-for-profit charity

**1997** opened city-owned, purpose-built, public art gallery

**2006** awarded Class A designation, enabling the Gallery to collect and borrow nationally significant artworks

**2017** celebrating 40th anniversary of incorporation, facility will be 20 years old



# Governance



- The Gallery is an incorporated not-for-profit and registered Canadian charity
- Governed by a volunteer Board of Directors – up to 14 individuals elected from the Gallery's (growing) membership of over 440
- Directors serve for up to 6 years, must attend at least 9 meetings a year and provide community input, resources, and act as Gallery ambassadors
- The Board act as fiduciaries for the public interest; it hires and evaluates the Executive Director, sets strategy, and approves annual operating budgets







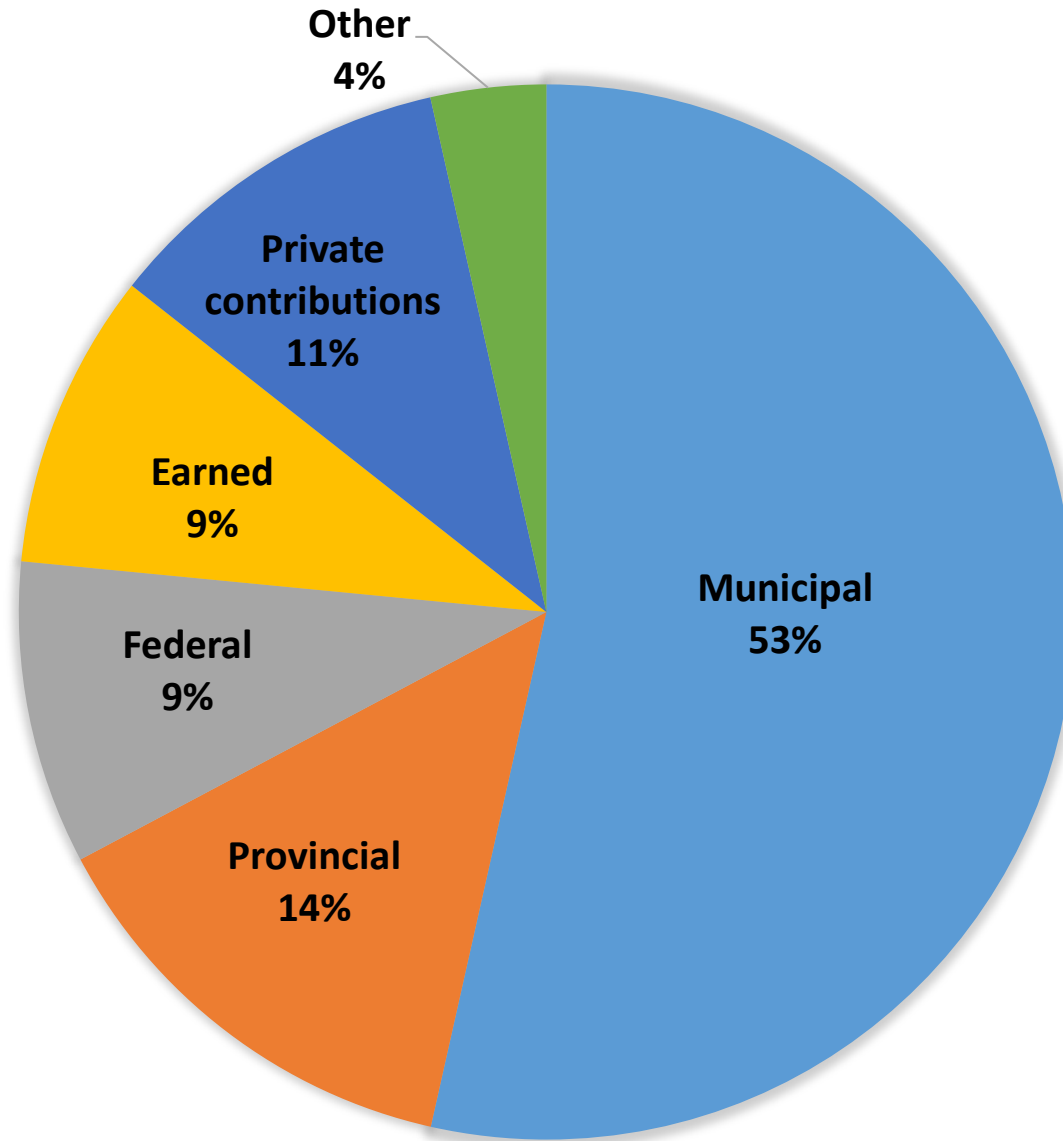
# 2014 Operations Summary



- Open to the public 6 days/week year round, 7 days/week in July and August
- 2,171 hours per year
- Operating budget \$900,635
- 18-20 employees – 9FT, 8 -13PT, 3 summer students, UBCO intern
- Total wages \$500,541



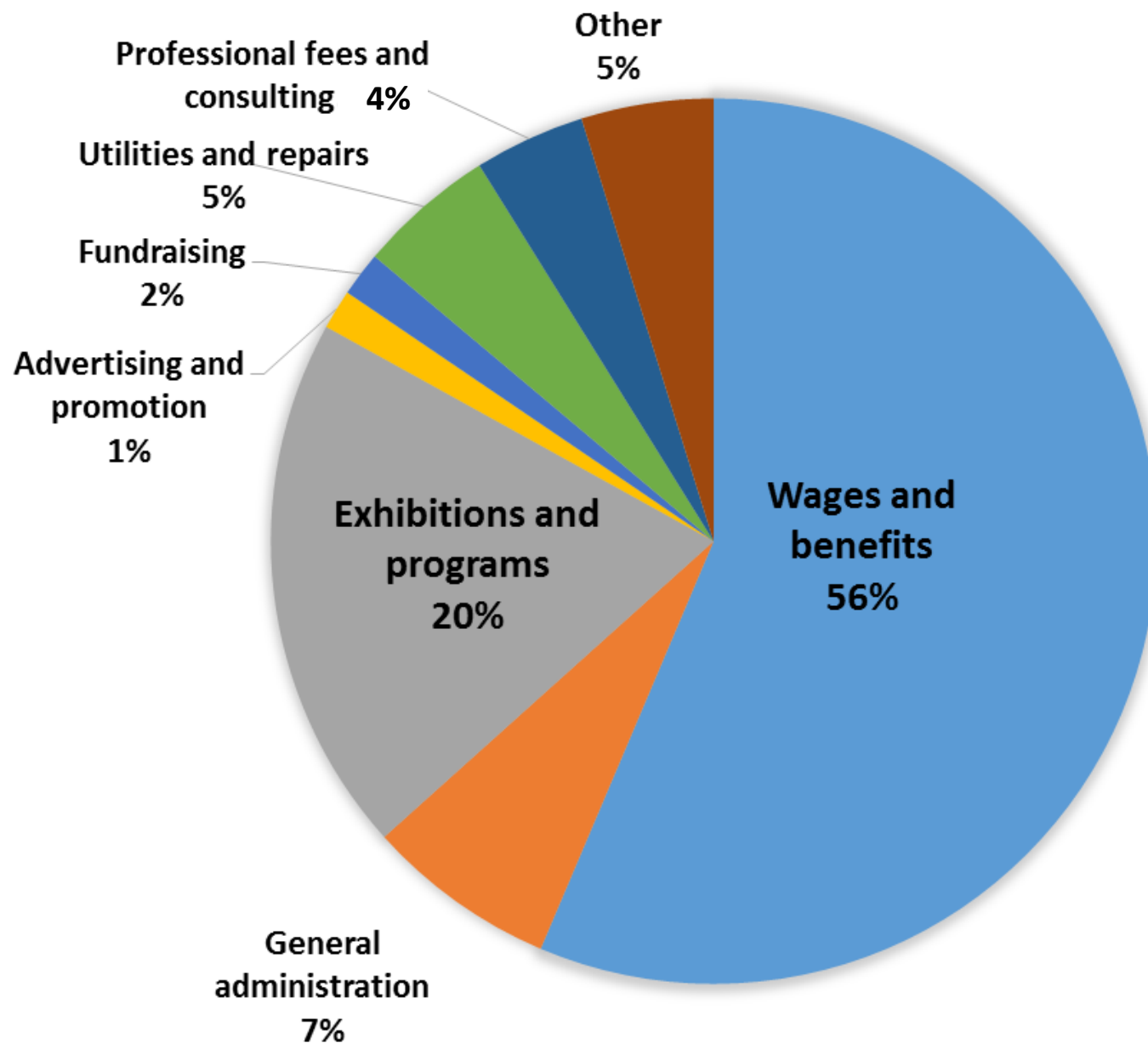




## 2014 Revenues

Municipal	483,493
Provincial	123,888
Federal	84,063
Earned	82,054
Private contributions	98,047
Other	31,902
<b>TOTAL</b>	<b>\$903,447</b>

*Each dollar of Municipal funding attracts 87 cents in funding from other sources.*



## 2014 Expenses

Wages and benefits	507,837
General administration	62,761
Exhibitions and programs	177,338
<i>Artist fees</i>	<i>50,990</i>
Advertising and promotion	13,046
Fundraising	14,679
Utilities and repairs	45,080
Professional fees and consulting	36,455
Other	43,439
<b>TOTAL</b>	<b>\$900,635</b>

# Exhibitions

We deliver a lively program of changing exhibitions (12 in 2014) of exhibitions of national significance in addition to community- based visual art projects (4)

16,000 visitors came to the exhibitions in 2014

All exhibition are animated with publications (print or web based), educational and community-based programs, activities and events.

Exhibitions average \$10,000 but if we want to bring in major touring exhibitions the cost can be considerably more.



PROFESSIONAL NATIVE INDIAN ARTISTS INC.

**GROUP OF SEVEN:**

**JANVIER** **RAY**

**MORRISSEAU**

**OP**  
**JIG**

**SAN**  
**CH**  
**HEZ**

**BEA**  
**RDY**

**COBI**  
**NESS**





# Exhibitions

*Professional Native Indian Artists Inc.*, rented for 11 weeks in 2014; cost \$34,000 for rental and shipping alone.

*A Story of Canadian Art* rented for 10 weeks (opening this Friday) from the Hart House Gallery (supported by grants with Canadian Heritage) – insurance alone is \$10,000.



# Commissions for YLW



Two regional artists are commissioned annually to produce a specific work of art for our satellite location at the departure area of the Kelowna International airport – 1.6+ million travelers/year





# Teaching and Empowering Young People

- Over 5,000 students toured the in 2014 (500 more than previous year)
- Art Adventures and March Break Camps (strike camps in 2014) over 350 children participated
- Youth Insight program
- Aboriginal Youth program
- Kelowna's Culture Connection



# Animating the Galleries



- Lectures, artist's talks, tours and residencies with exhibiting artists and local professionals
- Art classes
- Professional development workshops for teachers in the region





# Community Programs

- All exhibitions are accompanied by community-based, educational programs that are intended to reach out to a broad community of participants
- 2014 Apple pie baking contest
- Culture Days



# Engaging the Community



- 12,000 participated in community arts activities in 2014
- Family Sundays
- Canada Day Paint-in
- Tours for the visually impaired
- Art classes for adults with developmental disabilities
- Seniors tours







## Building and Preserving a Permanent Collection

- ✓ 725 works currently
- ✓ Now fully digitized
- ✓ Exploring expanding storage opportunities

# Collaborating Partners



Accelerate Okanagan

Alliance for Equality for Blind Canadians

The Alternator Centre

arts VEST

BC Arts Council

CARFAC BC

Carleton University Art Gallery

Community Living BC

Ballet Kelowna

Bumbershoot Children's Theatre

CAGE conference

Canadian Mental Health

Chamber of Commerce

Central Okanagan Women's Resource & Education Centre

Culture Days

Delta Grand Okanagan Resort

Inspired Word Cafe

Kelowna Museums

Kelowna Community Music School (KCMS)

MacKenzie Art Gallery

Opera Kelowna

Rotary Centre for the Arts

School District #23

UBCO

Vancouver Art Gallery

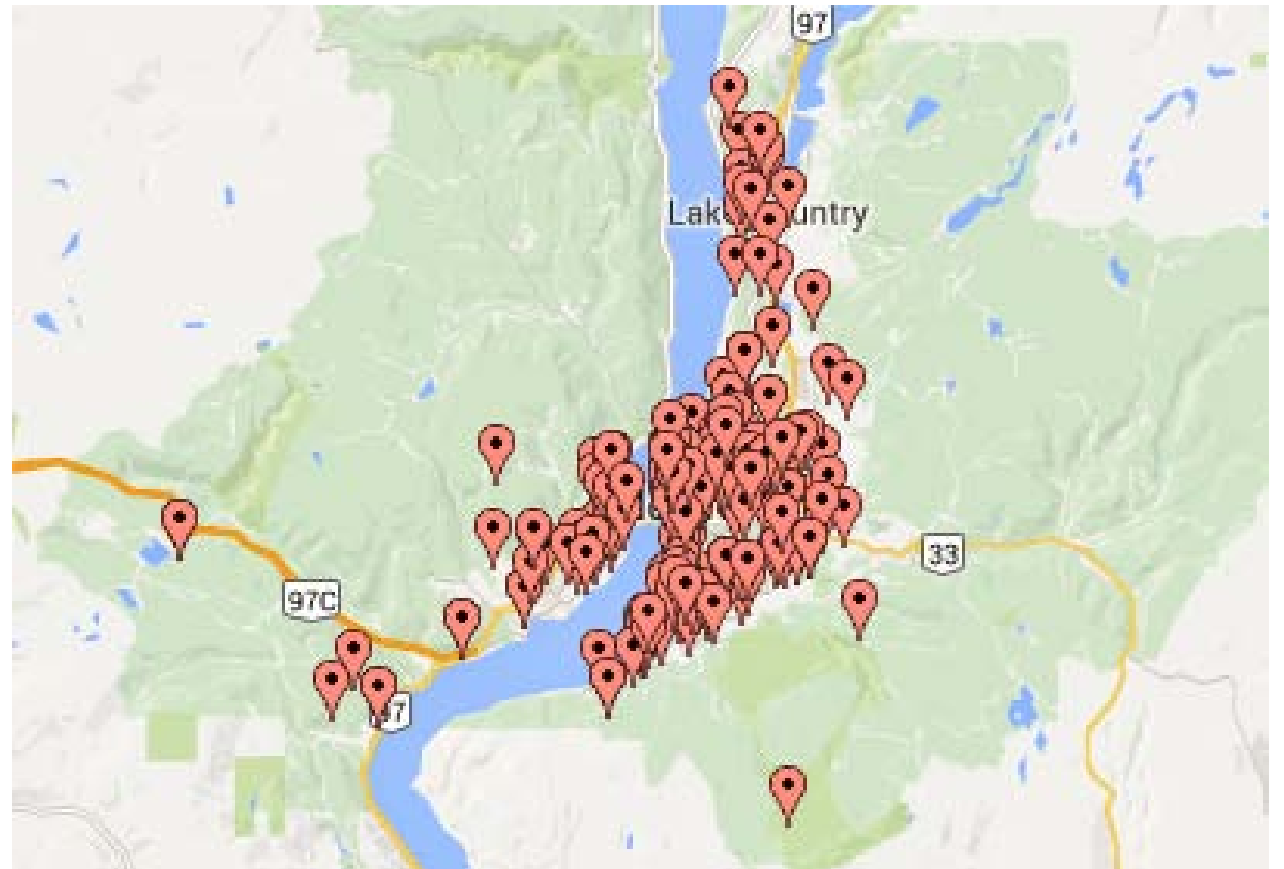
Women's Resource and Education Centre

# Future Planning



# Understanding Our Members & Visitors

We're using demographic and lifestyle information to better understand our members and visitors, to improve our outreach, and enlist a growing circle of ambassadors for the gallery and its programs.





# Future Planning



- Ongoing 'WHY' sessions with Board and staff – building a powerful shared vision of the Gallery's core mission in the community
- Ensure quality art experiences
- Deliver exhibitions and programs to broader audiences
- Increase number of visitors and expand engagement
- Continue to work with community collaborators to increase accessibility

# thank you!



DEAR GRANDMA,  
I LOVE YOU  
I PAINTED YOU  
A LANDSCAPE  
LOVE ♥ NOEL





# REPORT TO COUNCIL



**Date:** May 4, 2015  
**RIM No.** 1250-30  
**To:** City Manager  
**From:** Subdivision, Agriculture & Environment Services (MS)  
**Application:** TA15-0002  
**Owner:** Hillcrest Farm Market Inc.  
**Address:** 700 Hwy 33 E  
**Applicant:** Chanchal Bal  
Barbara Bal  
**Subject:** Text Amendment to the A1 - Agriculture Zone to allow a Non-Farm Use (Café) at 700 Hwy 33 E  
**Existing OCP Designation:** Resource Protection Area (REP)  
**Existing Zone:** A1 - Agriculture

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## 1.0 Recommendation

THAT Zoning Bylaw Text Amendment No TA15-0002 to amend City of Kelowna Zoning Bylaw No. 8000 as outlined in the Report by the Subdivision, Agriculture & Environment Department dated May 4, 2015 for Lot A, Section 24, Township 26, ODYD, Plan EPP7145 located at 700 Highway 33 East, Kelowna, BC be considered by Council;

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

AND THAT final adoption of the Text Amendment Bylaw be considered subsequent to the registration of a Section 219 Restrictive Covenant that restricts the Non-Farm Use of a Café to the existing owners only and is non-transferable, in accordance with the ALC Resolution #101/2014;

AND FURTHER THAT final adoption of the Text Amendment Bylaw be considered subsequent to the requirements of the Development Engineering Branch, the Real Estate Department, the Subdivision, Agriculture & Environment Department, the Ministry of Transportation and Infrastructure, and the Black Mountain Irrigation District.

## 2.0 Purpose

To amend the A1 - Agriculture zone to permit the use of a primary food establishment (Café) at 700 Hwy 33 E in accordance with Agriculture Land Commission Resolution # 101/ 2014.

## 3.0 Subdivision, Agriculture & Environment Services

In 2014, Hillcrest Farm applied to the Agriculture Land Commission (ALC) for authorization to allow the Non-Farm Use of a 'primary food establishment' (café) along Hwy 33 E. The café was established without prior authorization by the City of Kelowna nor the Agricultural Land Commission (ALC) and is not a permitted use under the *Agricultural Land Reserve Use*,

*Subdivision and Procedure Regulation*<sup>1</sup> (the Regulation). The applicants subsequently applied for a Non-Farm Use to allow the café use and in March of 2014 received Resolution #101/2014 (attached) to allow the use under the following conditions:

1. That the café be limited to its current size and that there be submission of notification or an application to the Commission should there be plans in the future for any significant changes or plans to expand the current footprint.
2. Approval for non-farm use is granted for the sole benefit of the applicant and is non-transferable.

The café includes 272 square feet of indoor and 372 square feet of outdoor seating for in addition to the display and retail sales area.

Staff notes that retail sales is considered an 'ancillary farm use' under the Regulation as long as 50% of the product is grown on the farm and the area does not exceed 300 square metres.

Staff supports the text amendment for the subject property together with the conditions as resolved by the ALC (ALC Resolution attached), as well as the completion of outstanding bylaw and real estate issues noted through the circulation process, including:

- Resolution of the loading dock location and number of access roads;
- Resolution of the sign location;
- Covenant on property that the use of the café will not transfer to future owners (in accordance with ALC Resolution #101/2014;
- Covenant on property that the café will not expand beyond the size approved by the ALC, without a resolution from the ALC authorizing the same; and
- Submission of a Non-farm Use application for weddings / events on the property.

## 4.0 Proposal

### 4.1 Background

The subject property is part of a larger agricultural operation (three properties totalling approximately 35 hectares). In addition to these parcels, the owners of the subject property also own additional agricultural parcels elsewhere (i.e. McCurdy Road).

In November 2010, the landowner was issued a Building Permit to construct an approximately 800 m<sup>2</sup> accessory structure with two floors (i.e. ~400 m<sup>2</sup>/floor). The Building Permit plans provided to the City reflected a main floor which was largely dedicated to the display and sale of fruit and vegetables with pie and jam preparation areas, large coolers and office space. All seating appeared as picnic tables outside under the covered entry. The second floor was shown with a four unit Bed & Breakfast facility with a manager/operator's suite as is required to conduct this use. Building Department staff reviewed the plans submitted and made the following conditions of the issued Building Permit:

2. See attached ALC Policy #2 dated March 2003 *ACTIVITIES DESIGNATED AS FARM USE: FARM RETAIL SALES IN THE ALR*. Be advised that all of the farm product offered for sale must be produced on the farm on which the retail sales are taking place as the retail sales area exceeds the max 300 m<sup>2</sup>.

<sup>1</sup> RSBC, 2002. Agricultural Land Reserve Use, Subdivision and Procedure Regulation, incl. Amendments up to BC Reg. 167/2014. [http://www.bclaws.ca/civix/document/id/complete/statreg/171\\_2002](http://www.bclaws.ca/civix/document/id/complete/statreg/171_2002)

Building Department staff correctly noted that due to the size, to operate the building as proposed, the landowners may only retail farm product produced on this parcel or others operated by them.

However, the building was not constructed as proposed. Rather, the southern portion of the structure was altered to a café format with interior seating (see attached as-built floor plan and photos). The café currently occupies approximately 276 ft<sup>2</sup> indoors and 372 ft<sup>2</sup> outdoor exclusively. The café also occupies other areas of the structure which is estimated by the applicant to be an additional 1,090 ft<sup>2</sup> with shared areas including the kitchen, pie preparation area and washrooms.

A café is a use consistent with a "Food Primary Establishment". The use is not however, a permitted use in the ALR or in the City's A1 - Agriculture zone. An exception is where a Food Primary Establishment is developed in conjunction with a winery or cidery.

The Hillcrest Farm Market Café as it is referred, began operating in the summer of 2012 and has been operating since that time. The business is being operated without a City issued business license which cannot be issued given the non-conforming use in the zone and City Bylaw Services staff have been seeking compliance since this time. This application addresses the legalization of this use.

#### 4.2 Project Description

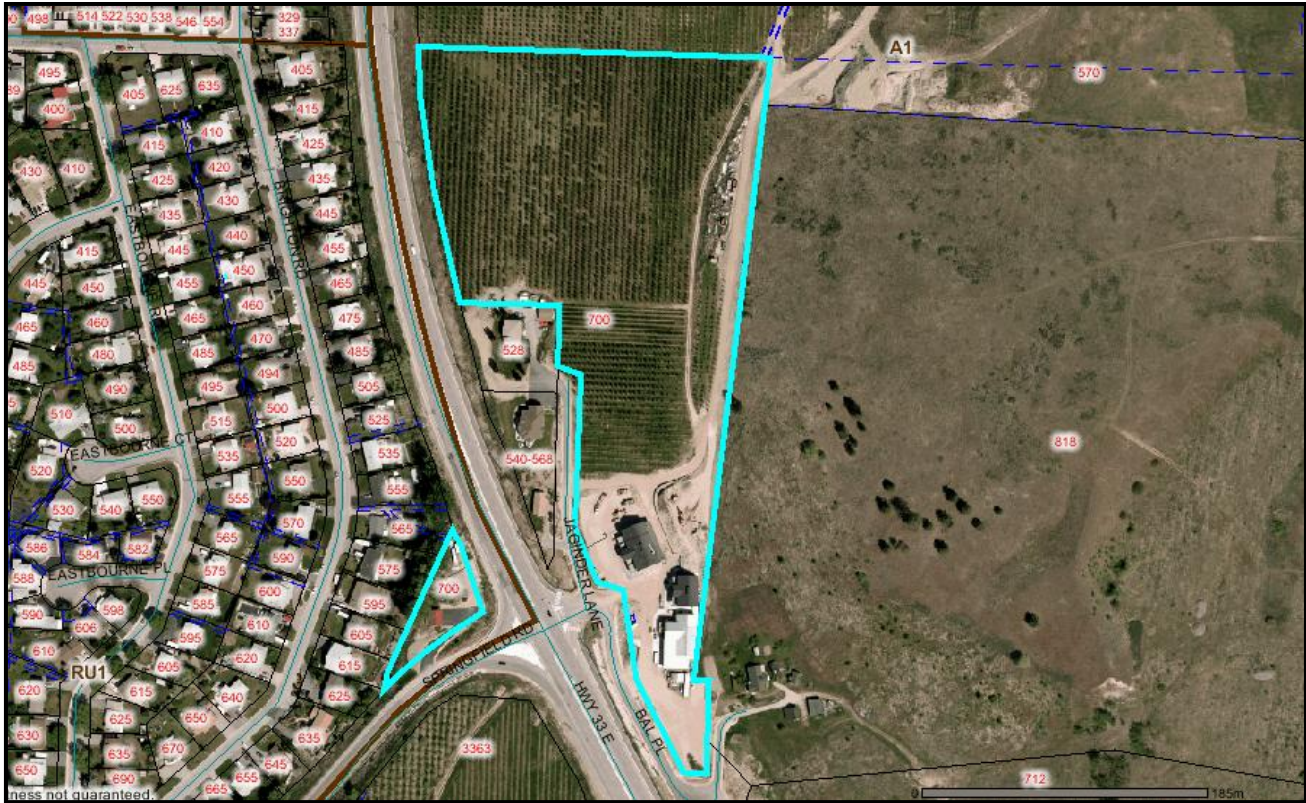
Staff recommends that the A1-Agriculture zone be amendment to include the ALC Resolution # 101/2014, to permit the use of a 'primary food establishment' at 700 Hwy 33 E, as outlined in Attachment A.

#### 4.3 Site Context

The subject property is located east of Highway 33 E at the intersection with Springfield Road in the Rutland Sector. The site area is ~5.8 hectares (14.3 acres) and the site elevation varies between 457 and 493 metres. The subject property includes a ~0.22 ha hooked portion (across Hwy 33 E) which is zoned RU1 - Large Lot Housing.

#### **Map 1 - Subject Property - 700 Highway 33 E**

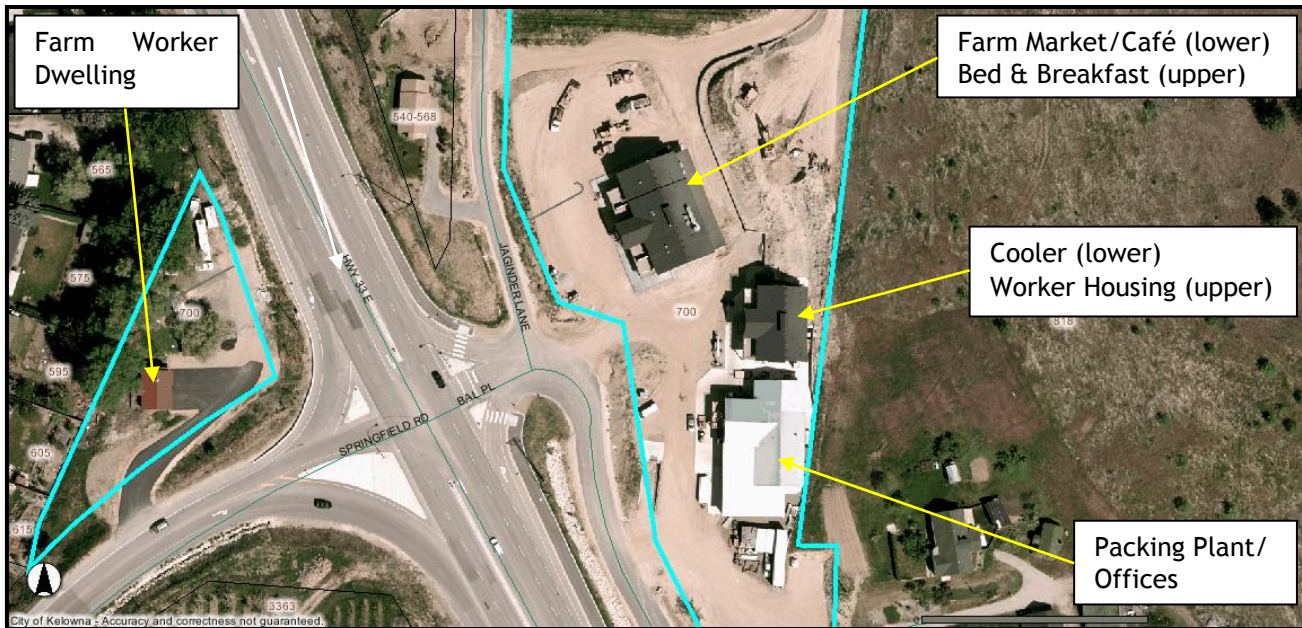




The subject property is at an urban/rural interface area with the Permanent Growth Boundary directly across Highway 33 (to the west). The large road cross section (averaging approximately 50 metres) does however provide extensive buffering from farm practices. Zoning and land uses adjacent to the property are as follows:

Direction	Zoning	ALR	Land Use
North	A1 - Agriculture 1	Yes	Orchard
South	A1 - Agriculture 1 Roadway	Yes No	Rural Residential Highway
East	A1 - Agriculture 1	Yes	Rural/agricultural
West	A1 - Agriculture 1 RU1 - Large Lot Housing	Yes No	Rural/agricultural Residential

**Map 2 - Hillcrest Farm Structures**



#### 4.4 Current Development Policies

#### 4.5 Kelowna Official Community Plan (OCP)

The subject property has a future land use designation of Resource Protection Area and relevant policies are included below:

Objective 5.33 Protect and enhance local agriculture<sup>2</sup>.

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

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

Policy .7 Non-farm Uses. Support non-farm use applications on agricultural lands only where approved by the ALC and where the proposed uses:

- are consistent with the Zoning Bylaw and OCP;
- provide significant benefits to local agriculture;
- can be accommodated using existing municipal infrastructure;
- minimize impacts on productive agricultural lands;
- will not preclude future use of the lands for agriculture;
- will not harm adjacent farm operations.

Objective 5.34 Preserve productive agricultural land<sup>3</sup>.

Policy .3 Homeplating. Locate buildings and structures, including farm help housing and farm retail sales area and structures, on agricultural parcels in close proximity to one another and where appropriate, near the existing road frontage. The goal should be to maximize use of existing infrastructure and reduce impacts on productive agricultural lands.

<sup>2</sup> City of Kelowna 2030 Official Community Plan: Greening Our Future (2011), Development Process Chapter; p. 5.33.

<sup>3</sup> City of Kelowna 2030 Official Community Plan: Greening Our Future (2011), Development Process Chapter; p. 5.34.

#### 4.1 City of Kelowna Agriculture Plan (1998)

##### Farm Retail Sales

For some time the use of agricultural land to sell products grown or reared on that farm operation has been permitted within the ALR. In addition, it was possible to receive permission from the Land Commission to sell products not produced on site under Regulation 313/78. In recognizing that farm retail sales contribute to the productive use of farmland without interfering or prohibiting agriculture the Land Commission has acknowledged the traditional role of marketing of farm products, particularly in the Okanagan. The Land Commission has established a policy that encourages retail activity associated with the direct sale of farm products, processed farm products, and some off-farm products subject to that portion of the retail sales building used for the sale of off farm products does not exceed one-third of the building floor area, up to a maximum of 100 square metres. In addition, where off-farm products are sold, farm products and processed farm products must also concurrently be offered for sale.

##### ALR Application Criteria<sup>4</sup>

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

##### Economic Enhancement Policies<sup>5</sup>

29. Integration. Support the establishment of a process to consider, in addition to the promotion of agri-tourism and direct farm marketing businesses within the community, an integrated approach that creates linkages to the cultural and heritage tourism sectors, in terms of marketing an identity of Kelowna.

#### 4.2 Zoning Bylaw

11.1.7 (c) Agricultural and garden stands selling only produce grown on the site or another site operated by the same producer do not have a maximum area. The maximum gross floor area of stands selling produce that is produced off-site shall be 50.0 m<sup>2</sup>. For sites within the Agricultural Land Reserve, the maximum gross floor area of agricultural and garden sales for produce produced off-site or off-farm products shall be the lesser of one-third of the total floor area of the agricultural and garden sales stand or 100.0 m<sup>2</sup>.

#### 4.3 Agricultural Land Reserve Use, Subdivision and Procedure Regulation

Section 2 (2) The following activities are designated as farm use for the purposes of the Act and may be regulated but must not be prohibited by any local government bylaw except a bylaw under Section 917 of the Local Government Act:

##### (a) farm retail sales if

- (i) all of the farm product offered for sale is produced on the farm on which the retail sales are taking place, or
- (ii) at least 50% of the retail sales area is limited to the sale of farm products produced on the farm on which the retail sales are taking place and the total area, both indoors and outdoors, used for the retail sales of all products does not exceed 300 m<sup>2</sup>;

Section 1 (1) "farm product" means a commodity that is produced from a farm use as defined in the Act or designated by this regulation.

<sup>4</sup> City of Kelowna Agriculture Plan (1998); p. 130.

<sup>5</sup> City of Kelowna Agriculture Plan (1998); p. 150 - 152.



Farm retail sales – means the retail sale to the public of tangible products grown or raised on a farm, from that farm and may include the sale of non-farm products as permitted by the regulation.

Retail sales area – means the floor area or dedicated outside area on which the farm retail sales are taking place and includes areas used for retail purposes inside buildings (indoors) and areas outside buildings (outdoors). It does not include parking, driveways, office space, washrooms or areas for processing or product storage.

## **5.0 Technical Comments**

### **5.1 Building & Permitting Department**

Full Plan check for Building Code related issues will be done at time of Building Permit applications.

### **5.2 Development Engineering Department**

- a) The property is connected to the Municipal wastewater collection system. This application to legalize an existing eating establishment does not trigger any offsite upgrades.
- b) The subject property is located within the Black Mountain Irrigation District (BMID) service area. The applicant is to confirm that the water supply system is capable of supplying domestic and fire flow demands, for the contemplated uses on the subject property, in accordance with the Subdivision, Development & Servicing Bylaw. Ensure that every building within the property is located at an elevation allowing a water pressure within the Bylaw pressure limits.
- c) There are on-sites issues that have been identified in previous Engineering reports, such as the encroaching location of the sign and the accessibility of the existing loading bay. Both these issues must be addressed and corrected by the owner prior to the adoption of the zone amending Bylaw.

### 5.3 Bylaw Services

Bylaw Services have a number of concerns with respect to non-conforming uses and / or violations on the site, including:

- Wedding / Event Venue on the farm is not a permitted use. Website currently advertises as such and having some noise and bylaw violations last summer.
- Hall under construction over the currently constructed cherry packing plant.
- No Special Events Licenses were obtained for wedding events last year.
- Completion required to works on the adjacent 1071 McKenzie Road parcel.
- Soil Permits for the event venue built and advertised on 570 and 500 Hwy 33 .
- New application for a Non-farm Use Application to the ALC to allow weddings / events on the property.
- Building Inspection for the house on the linked lot across Hwy 33 E, to determine if it is safe for occupancy.

### 5.4 Fire Department

The Fire department has no concerns with the zoning change as the building already exists. The concern is that the drawings indicate 6 bedrooms on the second floor - the BC Building Code requires a fire alarm be installed. BCBC Division B section 3.2.4.1(4)(I) indicates that a fire alarm shall be installed in a residential occupancy with sleeping accommodation for more than 10 persons. Section 3.1.17.1(1)(b) indicates that the occupant load determination is 2 persons per sleeping unit.

### 5.5 Real Estate Department

Note that applicant recently made application to acquire portion of roadway to legalize existing loading bay, but the application was not supported by City staff. Parking requirements should be reviewed to ensure that parking and access issues are not exacerbated based on the cafe seating and commercial parking.

### 5.6 Development Engineering Department

- a) The property is connected to the Municipal wastewater collection system. This application to legalize an existing eating establishment does not trigger any offsite upgrades.
- b) The subject property is located within the Black Mountain Irrigation District (BMID) service area. The applicant is to confirm that the water supply system is capable of supplying domestic and fire flow demands, for the contemplated uses on the subject property, in accordance with the Subdivision, Development & Servicing Bylaw. Ensure that every building within the property is located at an elevation allowing a water pressure within the Bylaw pressure limits.
- c) There are on-sites issues that have been identified in previous Engineering reports, such as the encroaching location of the sign and the accessibility of the existing loading bay. Both these issues must be addressed and corrected by the owner prior to the adoption of the zone amending Bylaw.

## 5.7 Policy and Planning

The subject property is located within that ALR and is designated REP - Resource Protection Area. The proposal to introduce a site specific text amendment to the A1 zone in order to permit an orchard cafe is challenging to overall policy direction, which seeks to protect and to enhance productive agricultural lands within the city. While this is a unique situation and is subject to strict limitations in its ALC approval, Policy & Planning staff would strongly urge caution in considering further expansion on the property or further proliferation of the cafe concept to other orchard operations.

## 6.0 Application Chronology

Date of Application Received: February 27, 2015

Date Circulation Completed: March 27, 2015

**Report prepared by:**

Melanie Steppuhn, Land Use Planner

**Reviewed by:** ☐ Todd Cashin, Subdivision, Agriculture & Environment Services Manager

**Reviewed by  
Approved for Inclusion:** ☐ Shelley Gambacort, Subdivision, Agriculture & Environment Services Director

**Approved for Inclusion:** ☐ Doug Gilchrist, Divisional Director, Community Planning & Real Estate

### Attachments:

Attachment 'A' - Proposed A1 - Agricultural Zones Text Amendments  
Schedule 'B' - ALC Resolution #101/2014  
ALR Map  
Plans - Café  
Market / Café Elevations  
Context/Site Photos



ATTACHMENT 'A' Proposed A1 - Agricultural Zones Text Amendments  
TA15-0002

Section	Existing Text	Proposed Text	Rationale
Section 11 - Agricultural Zones Secondary Uses	<p><b>11.1.3 Secondary Uses</b> The <b>secondary uses</b> in this <b>zone</b> are:</p> <ul style="list-style-type: none"> <li>(a) <b>agricultural dwellings, additional</b></li> <li>(b) <b>agri-tourism</b></li> <li>(c) <b>agri-tourist accommodation (A1t only)</b></li> <li>(d) <b>animal clinics, major</b></li> <li>(e) <b>animal clinics, minor</b></li> <li>(f) <b>bed and breakfast homes</b></li> <li>(g) <b>care centres, intermediate</b></li> <li>(h) <b>carriage house (A1c only)</b></li> <li>(i) <b>forestry</b></li> <li>(j) <b>group homes, minor</b></li> <li>(k) <b>home based businesses, major</b></li> <li>(l) <b>home based businesses, minor</b></li> <li>(m) <b>home based businesses, rural</b></li> <li>(n) <b>kennels and stables</b></li> <li>(o) <b>secondary suite</b></li> <li>(p) <b>wineries and cideries</b></li> </ul>	<p><b>11.1.3 Secondary Uses</b> The <b>secondary uses</b> in this <b>zone</b> are:</p> <ul style="list-style-type: none"> <li>(a) <b>agricultural dwellings, additional</b></li> <li>(b) <b>agri-tourism</b></li> <li>(c) <b>agri-tourist accommodation (A1t only)</b></li> <li>(d) <b>animal clinics, major</b></li> <li>(e) <b>animal clinics, minor</b></li> <li>(f) <b>bed and breakfast homes</b></li> <li>(g) <b>care centres, intermediate</b></li> <li>(h) <b>carriage house (A1c only)</b></li> <li>(i) <b>forestry</b></li> <li>(j) <b>group homes, minor</b></li> <li>(k) <b>home based businesses, major</b></li> <li>(l) <b>home based businesses, minor</b></li> <li>(m) <b>home based businesses, rural</b></li> <li>(n) <b>kennels and stables</b></li> <li>(o) <b>secondary suite</b></li> <li>(p) <b>wineries and cideries</b></li> <li>(q) Non-Farm Use in accordance with ALC Resolution #101/2014 attached as Schedule B to Section 11 – Agricultural Zones applicable only to Lot A, Section 24, Township 26 ODYD Plan EPP7145 (700 Hwy 33 E).</li> </ul>	<p>The subject property is zoned A1 which is the appropriate zone for this parcel. Based on the ALC Resolution #101/2014, the use of a food primary establishment in accordance with the conditions of that resolution, per Schedule B.</p> <p>Staff does not want to see <i>food primary establishment</i> added to the entire A1 zone as food primary establishments would not be appropriate on other parcels zoned A1 in the city, and are not permitted without an ALC Resolution where the A1 parcels are also in the Agricultural Land Reserve.</p>

# SCHEDULE 'B'



## MINUTES OF THE PROVINCIAL AGRICULTURAL LAND COMMISSION

A meeting was held by the Provincial Agricultural Land Commission on March 26, 2014 at the offices of the Commission located at #133 – 4940 Canada Way, Burnaby, B.C. as it relates to Application #53542.

### COMMISSION MEMBERS PRESENT:

Richard Bullock	Chair
Jennifer Dyson	Vice-Chair
Gordon Gillette	Vice-Chair
Bert Miles	Commissioner
Jim Johnson	Commissioner
Jerry Thibeault	Commissioner
Lucille Dempsey	Commissioner

### COMMISSION STAFF PRESENT:

Ron Wallace	Planner
Colin J. Fry	Chief Tribunal Officer

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### PROPOSAL (Submitted pursuant to section 20(3) of the *Agricultural Land Commission Act*)

To legalize an existing "food and beverage service lounge" (café) on the subject property. The facility includes approximately 272 ft<sup>2</sup> of indoor and 372 ft<sup>2</sup> of outdoor seating for café customers, along with a display and retail sales area. The café also shares approximately 1,090 ft<sup>2</sup> with the farm market. The shared space includes the kitchen area, staff and public washrooms, storage and pie preparation areas.

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### PROPERTY INFORMATION:

**Owner:** Hillcrest Farm Market Inc.

**Legal:** PID: 028-389-387  
Lot A, Section 24, Township 26, Osoyoos Division Yale District, Plan EPP7145

**Location:** 700 Highway 33 East, Kelowna

**Size:** 5.8 ha (5.6 ha in the ALR)

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### LEGISLATIVE CONTEXT FOR COMMISSION CONSIDERATION

Section 6 (Purposes of the commission) of the *Agricultural Land Commission Act* states:

6 The following are the purposes of the commission:

- (a) to preserve agricultural land;
- (b) to encourage farming on agricultural land in collaboration with other communities of interest; and

- (c) to encourage local governments, first nations, the government and its agents to enable and accommodate farm use of agricultural land and uses compatible with agriculture in their plans, bylaws and policies.

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#### COMMISSION CONSIDERATION

The Commission reviewed a previous application involving the subject property:

Application #18547      To subdivide Lot 3 (being 29.2 ha) into three lots of approximately 9.7 ha.  
(Basran, 1989)      The Commission, by Resolution #9/89, approved the request for  
subdivision into three lots.

**Note: The subject property was created from this approval.**

In its consideration of this application the Commission reviewed some of the chronology of events – as outlined by both the applicant and in the City's 'Report to Council' – to better understand the details of this non-farm use proposal.

The application is to legalize an existing "food and beverage service lounge" (i.e. Hillcrest Farm Market Café) on the subject property.

At issue – as the Commission understands – is that the proposed building was not constructed as authorized by the City of Kelowna's building permit for a farm retail sales and Bed & Breakfast (issued in November 2010); as the main floor was altered to include a café with interior seating. The facility includes approximately 272 ft<sup>2</sup> of indoor and 372 ft<sup>2</sup> of outdoor seating for café customers, along with a display and retail sales area. The café is considered a "Food Primary Establishment" pursuant to the City of Kelowna Zoning Bylaw which is not allowed on parcels (like the subject property) zoned for agriculture (A-1 designation). As a result, the business has been operating without a business license since the summer of 2012 as a non-conforming use.

The Commission wishes to express its disapproval of the process of receiving an application for the purpose of reviewing the option to either 'legalizing an existing non-farm use' or refusing the existing use (which implies the requirement to bring the use into compliance with the *ALC Act* and its Regulations) on ALR land. The Commission is extremely frustrated that this proposal was not submitted before construction so that it could carefully consider the use in context to Section 6 of the *ALC Act* as noted above.

In its consideration the Commission noted the subject property is part of a larger agricultural operation consisting of three properties totaling approximately 35 ha. Further, each of these parcels is in agricultural production which helps supply the farm products sold from the farm market and provide for the meals sold from the café. It was expressed by the applicant that the café has become an integral component of the overall business plan of the farm; and that if required to be removed, the impact to the overall business would be significant. As a result the Commission is prepared to support the proposal subject to the conditions outlined below.

**IT WAS**

**MOVED BY:**              Commissioner Thibeault

**SECONDED BY:**        Commissioner Gillette



THAT the request to legalize an existing "food and beverage service lounge" (café) on the subject property be conditionally approved.

AND THAT the approval is subject to the following conditions:

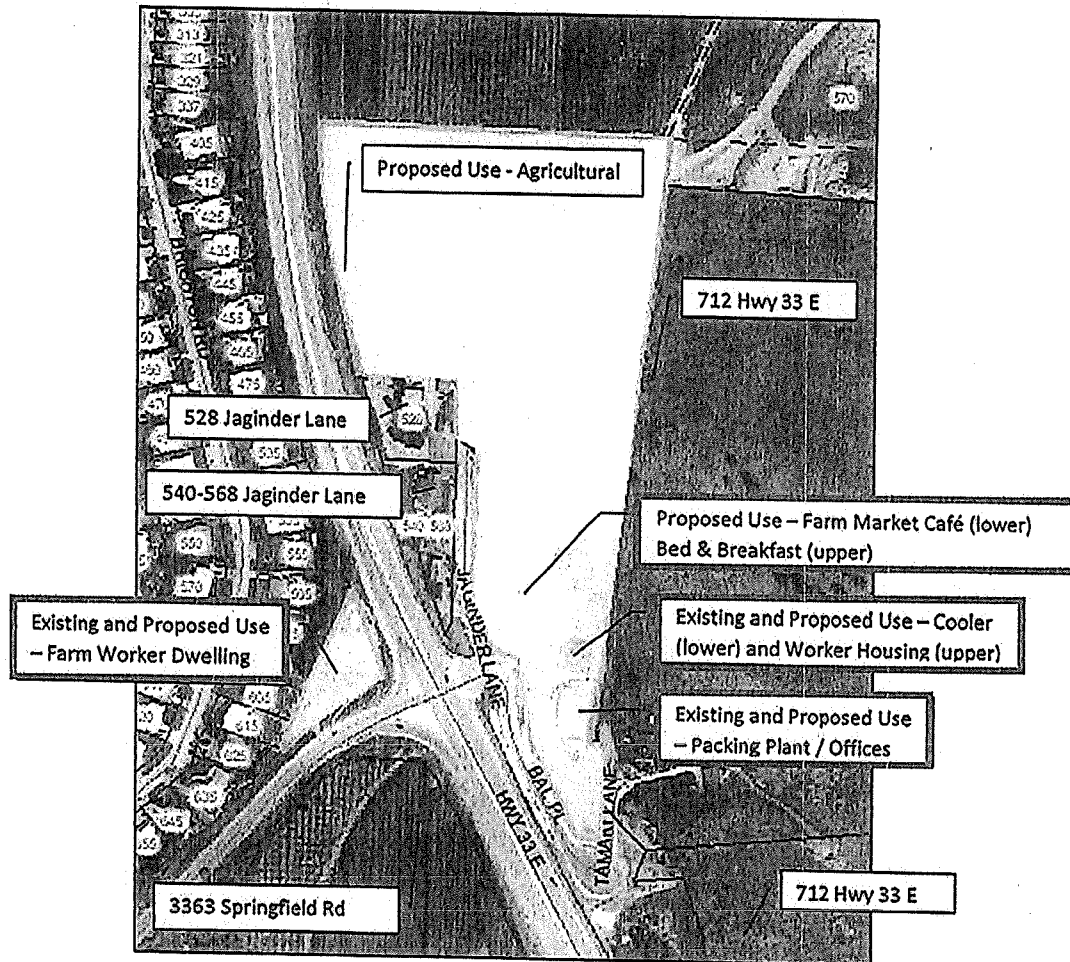
1. That the Café facility be limited to its current size and that there be submission of notification or an application to the Commission should there be plans in the future for any significant changes or plans to expand the current footprint.
2. Approval for non-farm use is granted for the sole benefit of the applicant and is non-transferable.


AND FINALLY THAT this decision does not relieve the owner or occupier of the responsibility to comply with applicable Acts, regulations, bylaws of the local government, and decisions and orders of any person or body having jurisdiction over the land under an enactment.

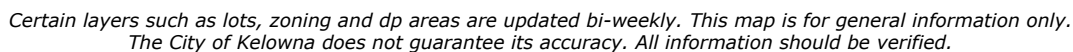
**CARRIED**

**Resolution #101/2014**

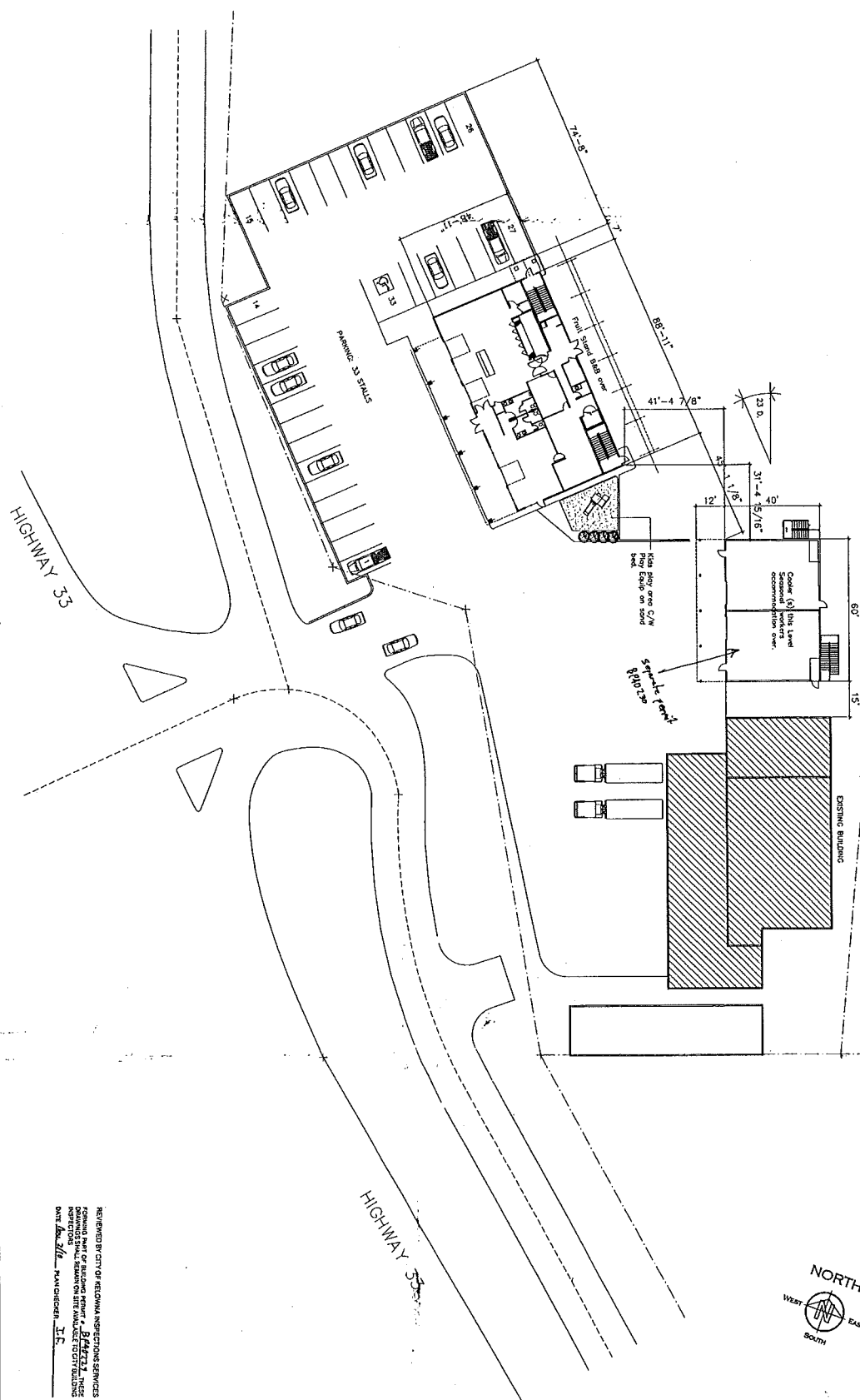
ALC Application # 53542 (Hillcrest Farm Market Inc.)



 Non farm uses conditionally  
Approved by Resolution # 101/2014





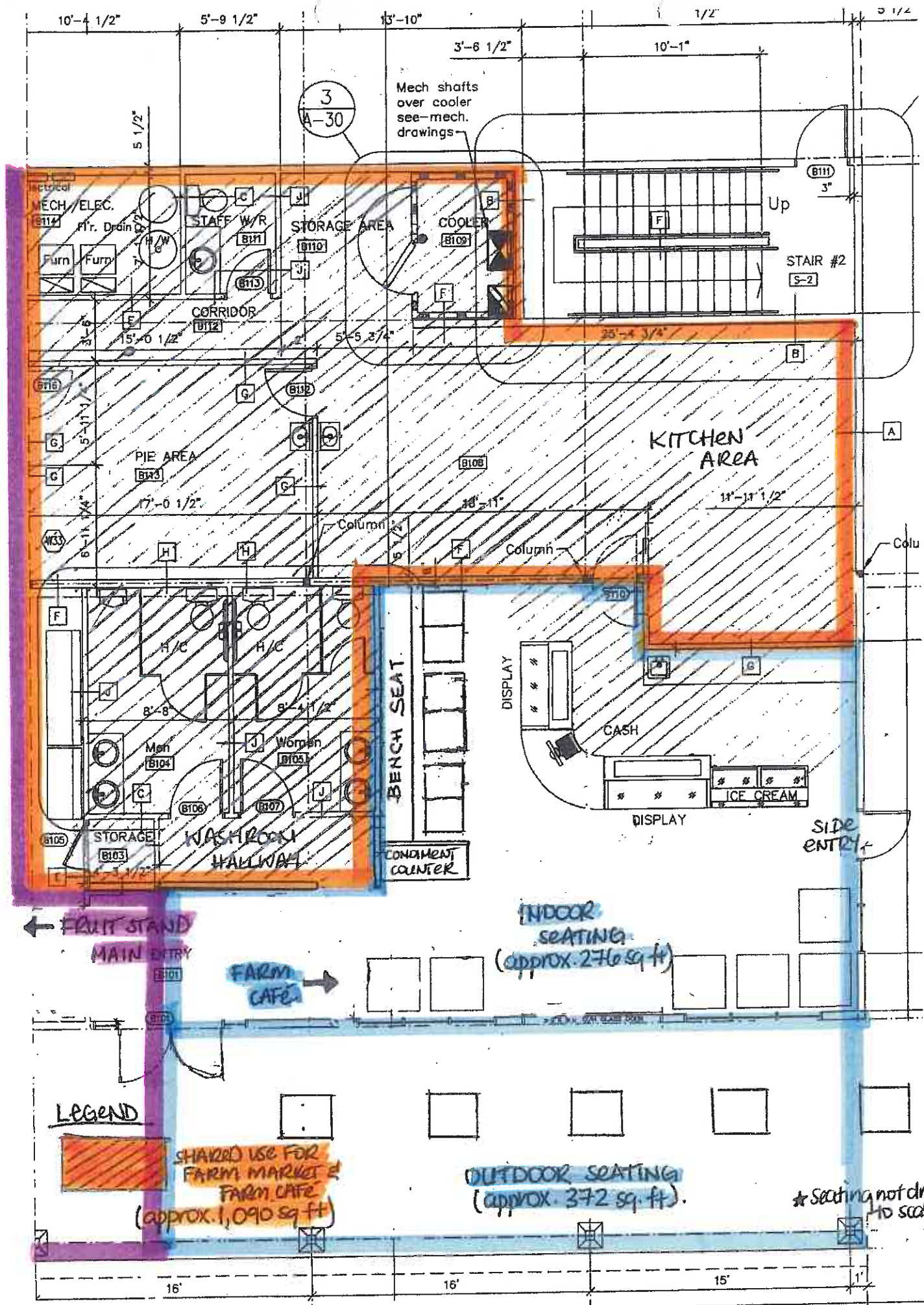


HIGHWAY 33

HIGHWAY 3

PROJECT NAME		HIGHWAY 33 FRUIT STAND & B&B	
PROJECT ADDRESS		HWY. 33 & SPRINGFIELD ROAD	
TOWNSHIP		PROPOSED SITE PLAN	
SECTION	TOWNSHIP	SCALE	DATE
		1"=20'-0"	APR. 16, 2010
			A-01

REVIEWED BY CITY OF KEDONWA INSPECTIONS SERVICES  
FORMING PART OF BUILDING PERMIT # B140727 THESE  
DRAWINGS SHALL REMAIN ON SITE AVAILABLE TO CITY BUILDING  
INSPECTORS  
DATE Dec. 21/0 PLAN CHECKER J.F.

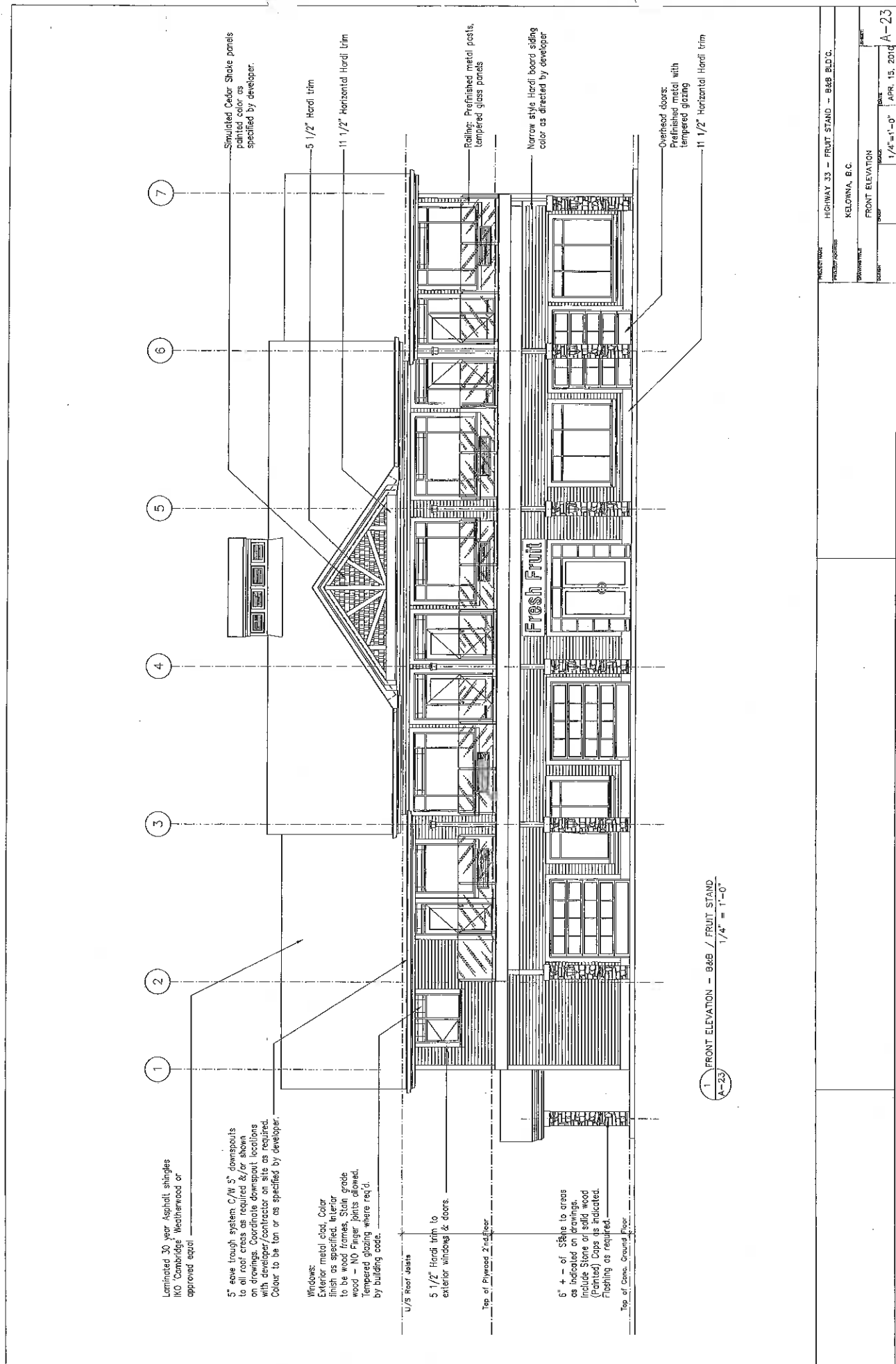












PROJECT NAME	HIGHWAY 33 - FRUIT STAND - B&B BLD'G.
PROJECT ADDRESS	KELOWNA, B.C.
DATE	1/4" = 1'-0"
SCALE	1/4" = 1'-0"
DATE	APR. 13, 2010
PROJECT	FRONT ELEVATION
DATE	APR. 13, 2010
PROJECT	A-23

**CITY OF KELOWNA**  
**BYLAW NO. 11083**  
**TA15-0002 - Amending Agriculture 1 Zone for 700 Hwy 33 E**

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

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

1. THAT **Section 11 - Agriculture 1 Zone, 11.1.3 Secondary Uses** be amended by adding in its appropriate location a new sub-paragraph "**Food Primary Establishment**" and renumber subsequent subparagraphs that reads:

**"Food Primary Establishment** - \*Only applies to Lot A, Section 24, Township 26, ODYD, Plan EPP7145 located at 700 Hwy 33 E also known as the "Hillcrest Farm Market Cafe".

This existing cafe is subject to the Agricultural Land Commission (ALC) Resolution #101/2014 for application #53542 (City of Kelowna File A13-0007) and which conditionally approved this non farm use on the subject property subject to the following conditions:

- i) The Cafe facility is limited to current size being 25.3m<sup>2</sup> (272ft<sup>2</sup>) indoor and 34.6m<sup>2</sup> (372ft<sup>2</sup>) outdoor and that there be submission of notification or an application to the ALC should there be plans in the future for any significant changes or plans to expand the current footprint; and
  - ii) Approval for non-farm use is granted for the sole benefit of the applicant (Chanchal and Barbara Bal) and is non-transferable.
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

Approved under the Transportation Act

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(Approving Officer-Ministry of Transportation)

Adopted by the Municipal Council of the City of Kelowna this

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Mayor

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City Clerk



# REPORT TO COUNCIL



**Date:** April 14, 2015

**RIM No.** 1250-30

**To:** City Manager

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

**Application:** Z15-0015

**Owner:** Jacob & Julie Cruise

**Address:** 2265 Wilkinson Street

**Applicant:** Jacob Cruise

**Subject:** Rezoning Application

**Existing OCP Designation:** S2RES - Single/Two Unit Residential

**Existing Zone:** RU2 - Medium Lot Housing

**Proposed Zone:** RU2c - Medium Lot Housing with Carriage House

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## 1.0 Recommendation

THAT Rezoning Application No Z15-0015 to amend the City of Kelowna Zoning Bylaw No. 8000 by changing the zoning classification of Lot 2 District Lot 136 ODYD Plan KAP89721, located on 2265 Wilkinson Street, Kelowna, BC from the RU2 - Medium Lot Housing zone to the RU2c - Medium Lot Housing with Carriage House zone, be considered by Council;

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

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

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

## 2.0 Purpose

To rezone the subject property from RU2-Medium Lot Housing zone to RU2c-Medium Lot Housing with Carriage House.

## 3.0 Urban Planning

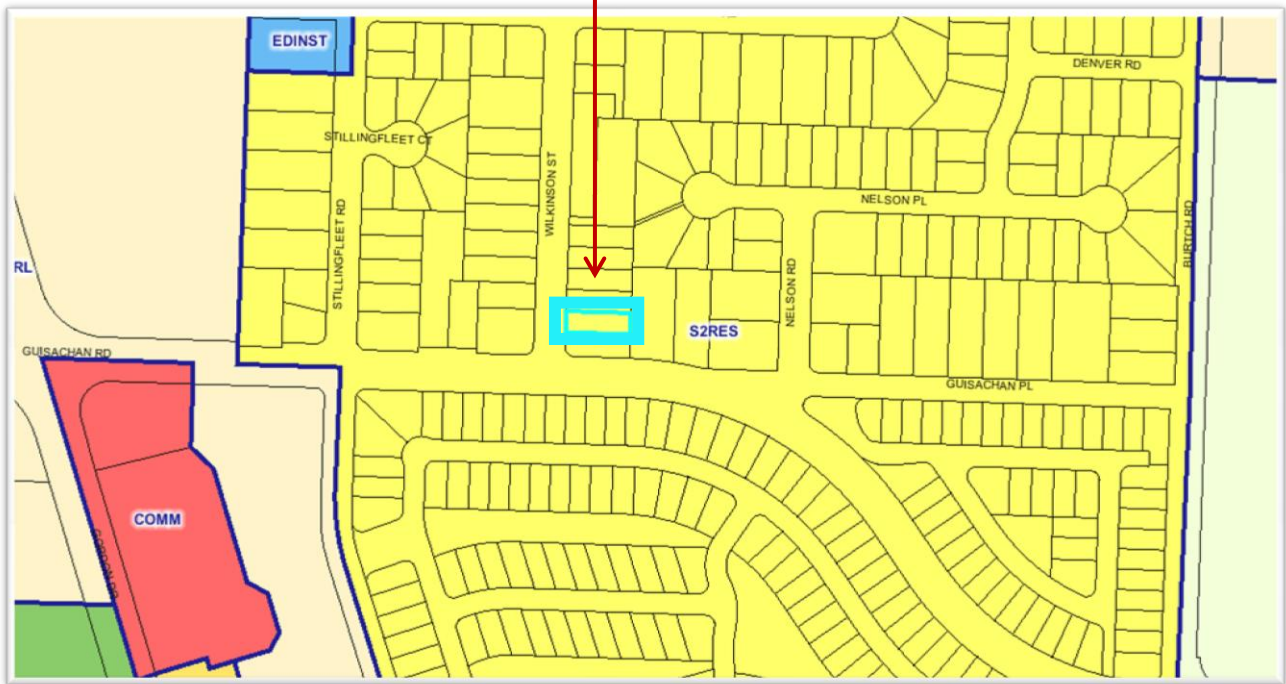
Urban Planning Staff supports the proposal to rezone the subject property. The applicant is proposing to convert an existing accessory building to a carriage house dwelling. The applicant will be working with City Staff to bring the accessory building to a standard required for a carriage house as per the BC Building Code as well as the Zoning Bylaw No 8000. Kelowna's Official Community Plan supports the densification of neighbourhoods through appropriate infill development and utilization of existing infrastructure. The subject parcel has a Future Land Use

Designation of S2RES - Single/Two Unit Residential. Overall, the proposed rezoning fits with the future land use designation of the OCP.

In fulfillment of Council Policy No. 367 respecting public consultation, the applicant undertook neighbour consultation by individually contacting the neighbours. To date, Staff has not received any feedback.

#### OCP Future Land Use Map:

2265 Wilkinson Street



## 4.0 Proposal

### 4.1 Background

An existing one and a half storey detached two vehicle garage exists on the subject property. This accessory building was constructed in 2014. The current property owner wishes to rezone to facilitate renovations to the existing accessory structure to create a carriage house dwelling.

### 4.2 Project Description

The applicant is proposing to rezone the property from RU2 to RU2c in order to allow a dwelling unit on the upper half storey of the one and a half storey detached garage. To facilitate the conversion of the existing accessory building two variances will be required as existing conditions on site do not conform to Zoning Bylaw No. 8000. These variances are for the maximum allowable site coverage including hard surfaces and the side yard setback for a carriage house from the south side yard.

The siting and overall exterior design of the building will remain unchanged. The existing accessory structure met the current Zoning Bylaw No. 8000 side yard setback of 1.0 m at the time of construction. In order for this accessory building to now accommodate a dwelling the

applicant will be working with Building and Permitting to meet fire protection requirements of the BC Building Code.

The required parking stall for the carriage house will be accommodated on a granular parking pad. The applicant has indicated that private open space will be provided for the carriage house on the existing hard surface concrete area. Separation from the main dwelling will be in the form of raised planters and trellis work.

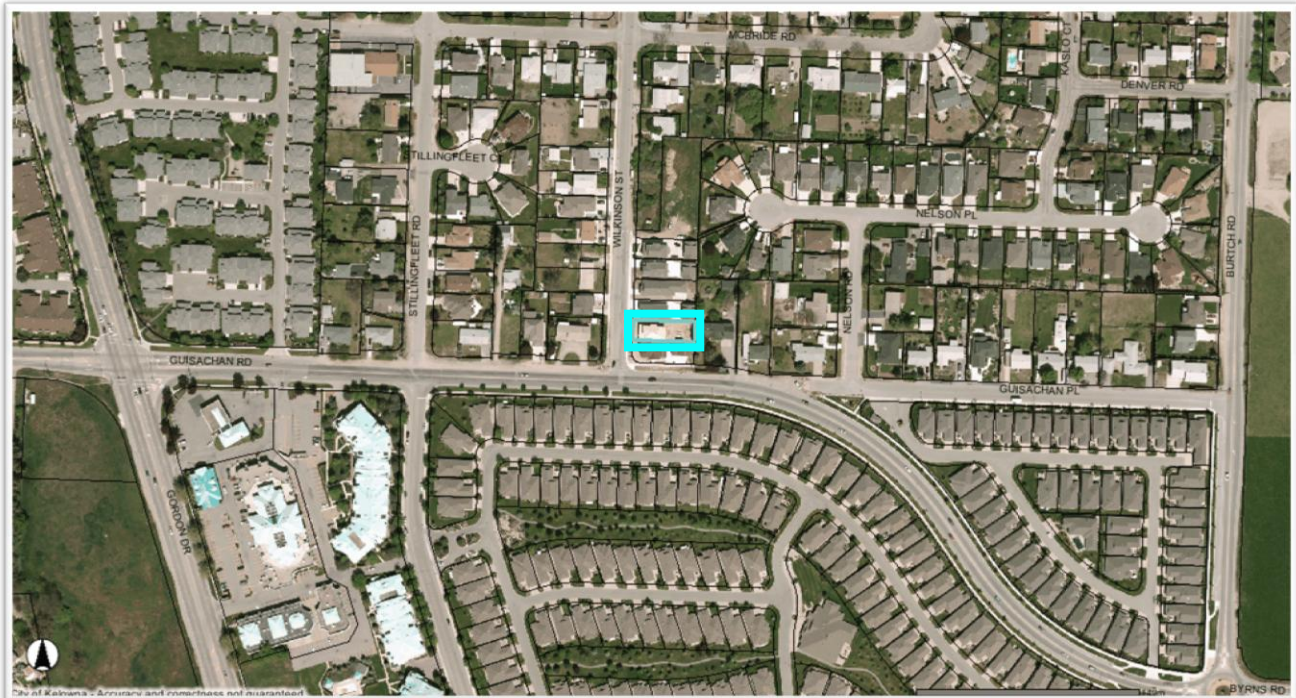
#### 4.3 Site Context

The subject property is located on the east side of Wilkinson Street, between Guisachan Road and McBride Road. This residential neighbourhood is a mix of RU1, RU2 and RU5 zones. The property is currently zoned RU2, identified in Kelowna's OCP as S2RES, and is within the permanent growth boundary.

Specifically, adjacent land uses are as follows:

Orientation	Zoning	Land Use
North	RU2	Residential
East	RU1	Residential
South	RU2	Residential
West	RU2	Residential

#### Subject Property Map: 2265 Wilkinson Street





#### 4.4 Site Photos

View of principal dwelling from Wilkinson Street



Existing Accessory Structure



## 4.5 Zoning Analysis Table

Zoning Analysis Table		
CRITERIA	RU2c ZONE REQUIREMENTS	PROPOSAL
Existing Lot/Subdivision Regulations		
Minimum Lot Area	400 m <sup>2</sup>	568 m <sup>2</sup>
Minimum Lot Width	13.0 m	13.7 m
Minimum Lot Depth	30.0 m	41.5 m
Development Regulations		
Maximum Site Coverage	40 %	32 %
Maximum Site Coverage including hard surface	50 %	62 % ❶
Maximum Site coverage of Carriage House	14 %	13.5 %
Maximum Size of Carriage House	90 m <sup>2</sup> & 75 % of principal dwelling	73.3 m <sup>2</sup> & 24%
Maximum Height of Carriage House	4.8 m	4.5 m
Minimum Front Yard	Carriage house is to be located in the rear yard	Located in the rear yard
Minimum Side Yard (north)	1.5 m	4.1 m
Minimum Side Yard (south)	1.5 m	1.0 m ❷
Minimum Rear Yard	m	2.0 m
Other Regulations		
Minimum Parking Requirements	3	3
Minimum Private Open Space	30 m <sup>2</sup> each dwelling	70 m <sup>2</sup> Principal & 31 m <sup>2</sup> Carriage
❶ Indicates a requested variance to Maximum Site Coverage including hard surface		
❷ Indicates a requested variance to Minimum Side Yard setback (south)		

## 5.0 Current Development Policies

### 5.1 Kelowna Official Community Plan (OCP)

#### Development Process

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

**Sensitive Infill.**<sup>2</sup> Encourage new development or redevelopment in existing residential areas to be sensitive to or reflect the character of the neighbourhood with respect to building design, height and siting.

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

<sup>2</sup> City of Kelowna Official Community Plan, Policy 5.22.6 (Development Process Chapter).

## 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.
- Operable bedroom windows required as per the 2012 edition of the British Columbia Building Code (BCBC 12).
- Provide the City of Kelowna Bulletin #88-02 (Secondary Suites Requirements in a single family dwelling) for minimum requirements. The drawings submitted for Building Permit application is to indicate the method of fire separation between the suite and the garage.
- Range hood above the stove and the washroom to vent separately to the exterior of the building. The size of the penetration for this duct thru a fire separation is restricted by BCBC 12, so provide size of ducts and fire separation details at time of Building Permit Applications.
- A fire rated exit stairwell is required from the suite to the exterior c/w fire rated doors that open into the stairwell and a fire rating on the bottom of the stairs. Please provide these details on the building permit drawing sets.
- Full Plan check for Building Code related issues will be done at time of Building Permit applications.

### 6.2 Development Engineering Department

- See attached Memorandum dated April 2, 2015

### 6.3 Fire Department

- Requirements of section 9.10.19 Smoke Alarms of the BCBC 2012 are to be met.
- If a fence is ever constructed between the dwellings a gate with a clear width of 1100mm is required. Any gate is to open with out special knowledge.
- Additional visible address is required from Wilkinson St.

## 7.0 Application Chronology

Date of Application Received: March 26, 2015  
 Date Public Consultation Completed: April 10, 2015

**Report prepared by:**

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Tracey Yuzik, Planner

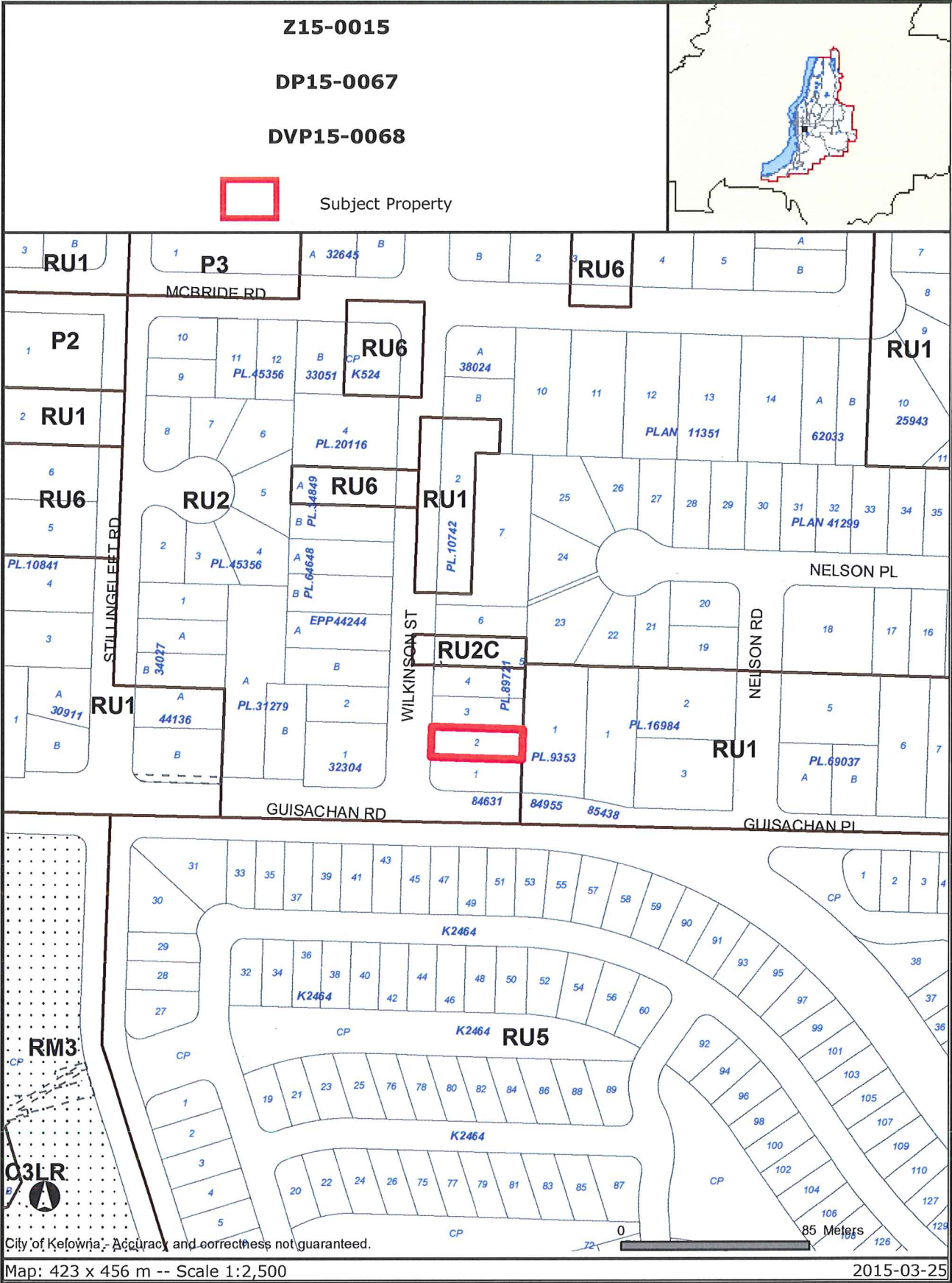
**Reviewed by:** ☐ Lindsey Ganczar, Urban Planning Supervisor

**Approved for Inclusion:** ☐ Ryan Smith, Urban Planning Manager

### Attachments:

Subject Property Map  
 Conceptual Site Plan  
 Elevations  
 Development Engineering Memorandum



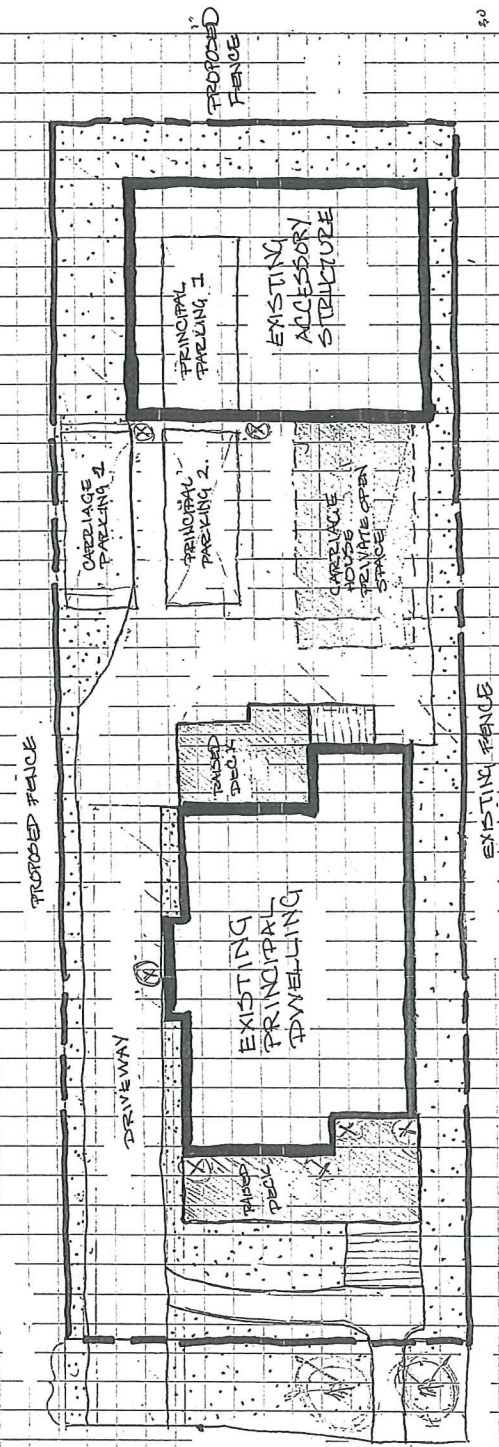


Certain layers such as lots, zoning and dp areas are updated bi-weekly. This map is for general information only.  
The City of Kelowna does not guarantee its accuracy. All information should be verified.

Site Plan/Landscape Plan 2755 Wilkinson St Delta Creek 750-212-6212

Legend  
 (X) = proposed medium seasonal pool  
 X = interior light  
 edge square = 1m  
 // = water area  
 blank cells = center of driveway or building

North  
 ↑

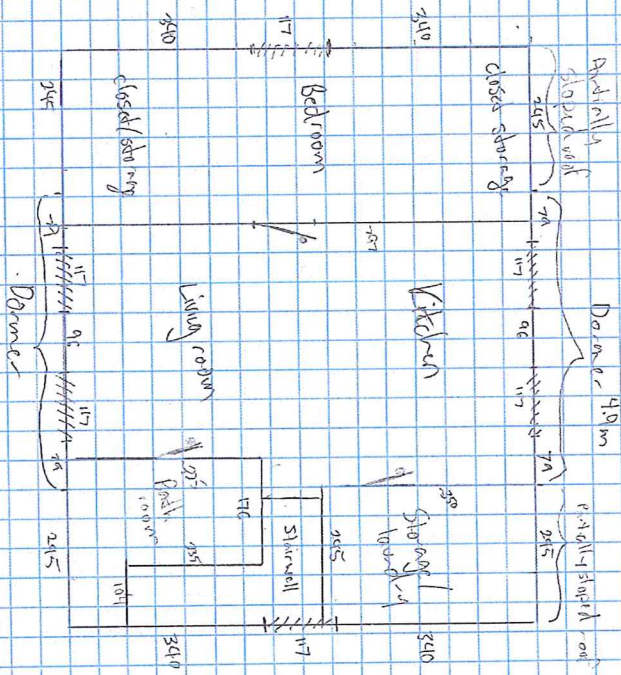


SCHEDULE A  
 This forms part of development  
 Permit # 260015

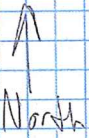


each square = 0.5 m  
 = window  
 = door

2nd floor 73.8 m<sup>2</sup>



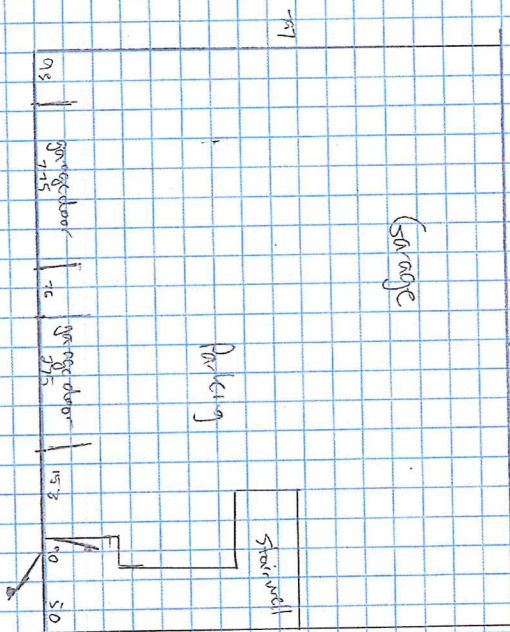
2.45 m ceiling height, in sloped roof sections.  
 Only 1.65 m of width is at 2.45 m. The remainder  
 is on the slope. The slope ends at the outside wall.



Floor Plan

2265 Wilkinson Street (average house proposal)  
 Total width  
 25.0 m (22.65 m)

1st floor 82.5 m<sup>2</sup>



SCHEDULE A

This forms part of development

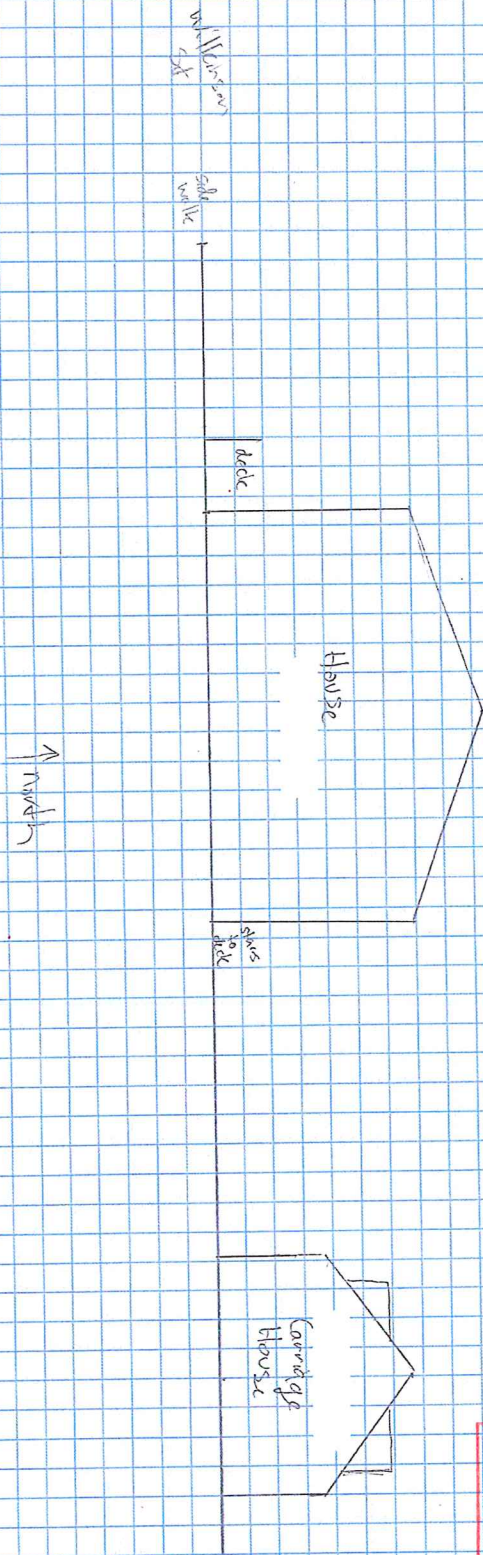
Permit # Z15-0015



Profile view 2265 Wilkinson St  
 State Route 250-212-6212

ortho square = 1m

Maximum height measured with some adjustment for  
 main house. Profiles set and exactly to scale



SCHEDULE B

This forms part of development

Permit # 215-0015



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

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**Date:** April 2, 2014  
**File No.:** Z15-0015

**To:** Urban Planning (TY)

**From:** Development Engineering Manager

**Subject:** 2265 Wilkinson St

RU2c

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Development Engineering has the following comments and requirements associated with this application to rezone from RU2 to RU2c.

1. Domestic Water and Fire Protection

Our records indicate this property is currently serviced with a 19mm-diameter water service. . The service is adequate for the proposed application.

2. Sanitary Sewer

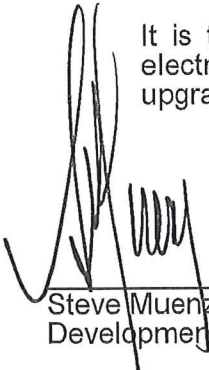
Our records indicate that this property is serviced with a 100mm-diameter sanitary sewer service complete with inspection chamber. The service is adequate for the proposed application.

3. Development Permit and Site Related Issues

Direct the roof drains into on-site rock pits.

4. Electric Power and Telecommunication Services

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



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Steve Muenz, P. Eng.  
Development Engineering Manager

SS

**CITY OF KELOWNA**  
**BYLAW NO.11093**  
**Z15-0015 - Jacob and Julie Cruise**  
**2265 Wilkinson Street**

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

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

1. THAT City of Kelowna Zoning Bylaw No. 8000 be amended by changing the zoning classification of Lot 2, District Lot 136, ODYD, Plan KAP89721, located on Wilkinson Street, Kelowna, B.C., from the RU2 - Medium Lot Housing zone to the RU2c - Medium Lot Housing with Carriage House zone.
2. This bylaw shall come into full force and effect and is binding on all persons as and from the date of adoption.

Read a first time by the Municipal Council this

Considered at a Public Hearing on the

Read a second and third time by the Municipal Council this

Adopted by the Municipal Council of the City of Kelowna this

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Mayor

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City Clerk

# REPORT TO COUNCIL



**Date:** May 4, 2015

**RIM No.** 1250-30

**To:** City Manager

**From:** Urban Planning, Community Planning & Real Estate

**Application:** Z14-0010, TA14-0005, OCP14-0008      **Owner:** 0904419 BC Ltd. Inc. No. BC0904419

**Address:** 773 Glenmore and 720 Valley Road, Kelowna, BC      **Applicant:** NORR Architects

**Subject:** Official Community Plan Amendment and Zoning Bylaw Text Amendment

**Existing OCP Designation:** MRM - Multiple Unit Residential (Medium Density) /Comm-Commercial

**Existing Zone:** A1 - Agriculture 1 zone & CD3 - Comprehensive Development Zone Three

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## 1.0 Recommendation

**THAT** Official Community Plan Bylaw Amendment No. OCP14-0008 to amend Map 4.1 of the Kelowna 2030 - Official Community Plan Bylaw No. 10500, by changing the Future Land Use designation Portions of Lot 1, Sections 32 and 29, Township 26, ODYD, Plan EPP24068 and Portions of Lot 2, Section 29, Township 26, ODYD, Plan EPP24068, located on 773 Glenmore Road and 720 Valley Road, Kelowna, BC from the MRM designation to the Comm designation, as shown on Map "A" attached to the Report of the Community Planning & Real Estate Department dated April 13, 2015, be considered by Council;

**AND THAT** Council considers the statutory Public Hearing process to be appropriate consultation for the purpose of Section 879 of the *Local Government Act*, as outlined in the Report of the Community Planning & Real Estate Department dated April 13, 2015;

**AND THAT** Zoning Bylaw Text Amendment No. TA14-0005 to amend City of Kelowna Zoning Bylaw No. 8000 by amending the CD3 - Comprehensive Development Three Zone as outlined in the Report of the Community Planning & Real Estate Department dated April 13, 2015, be considered by Council;

**AND THAT** Rezoning Application No. Z14-0010 to amend City of Kelowna Zoning Bylaw No. 8000 by re-aligning the zoning boundaries between the A1 - Agriculture 1 and CD3 - Comprehensive Development Three zones on Lot 1, Sections 32 and 29, ODYD, Plan EPP24068 and Lot 2, Sections 32 and 29, ODYD, Plan EPP24068, located on 773 Glenmore Road, Kelowna, BC be considered by Council;



**AND FURTHER THAT** the Official Community Plan Bylaw Amendment Bylaw and the Zoning Bylaw Text Amendment Bylaw be forwarded to a Public Hearing for further consideration.

## **2.0 Purpose**

The applicants have made three applications. The first is to amend the Official Community Plan to change a portion of the future land use of the subject property from Multiple Unit Residential to Commercial to facilitate future development. The second application is to amend the text of the CD3 - Comprehensive Development Zone Three zone to match future development plans on site. The third application would see Zoning Bylaw boundaries be re-aligned to match the property lines and actual development on the site.

## **3.0 Urban Planning**

Urban Planning has worked closely with the applicant to put together a new site configuration and suite of uses that will lead to an economically viable project that meets the City's vision for the area.

The realignment of the Zoning Boundaries is good practice and will facilitate future land use review and approval processes on undeveloped portions of the property. The realignment to the Official Community Plan Future Land Use boundaries is of limited scope, and is not expected that have any strategic impacts going forward.

Urban Planning is supportive of the proposed bylaw amendments.

These amendments will not change the development potential of the remainder of the site. Lands outside of the project area will require that Council approve a re-zoning bylaw and any required development permits prior to redevelopment.

## **4.0 Proposal**

### **4.1 Background**

The project, commonly known as "The Conservatory", spent a number of years partially constructed during the economic downturn. The first phase has been completed, and the developer is now ready to proceed with future phases.

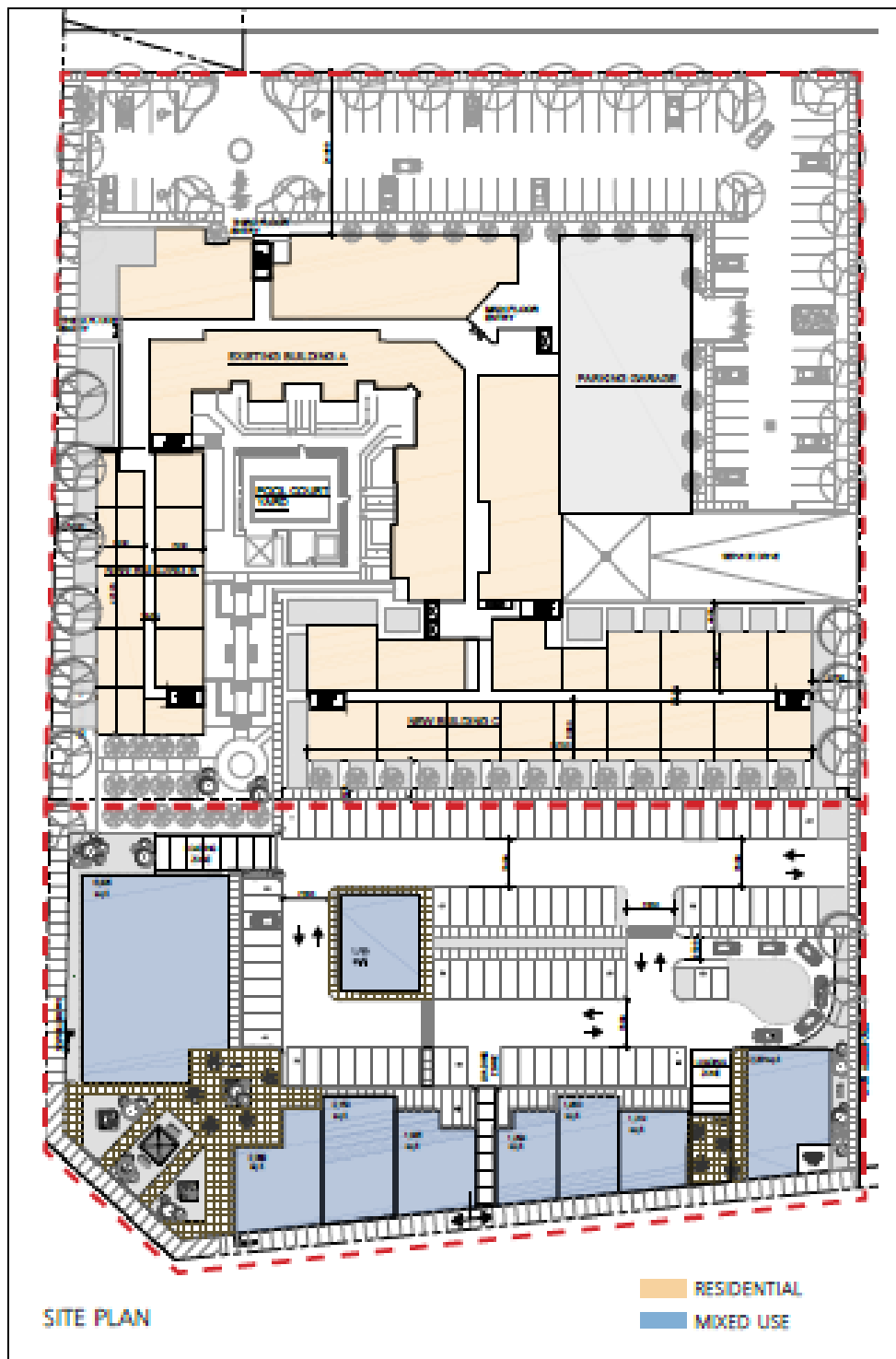
It was intended that the project include a commercial component. The developer has made application to amend the bylaw to change the proposed commercial layout and clarify the division of uses on the site.

### **4.2 Project Description**

#### **Site Plan Changes**

The proposed commercial site will comprise approximately 2075 m<sup>2</sup> (22,000 sq. ft.) of retail and personal service commercial space, as well as a potential drive-through restaurant. It is intended to serve residents of the Conservatory, as well as neighbouring single family developments and the future multi-family residential on the site.

The commercial layout has been reconfigured to move parking areas off of Summit Drive, and instead face buildings onto the street. This is generally considered a favourable change from an urban design perspective. The drive-through is oriented away from the street, so that it will not be visible by pedestrians from the road.



### Zoning Text Changes

The current bylaw does not define different areas of the site, instead allowing all uses on all areas of the site. This is not common to City of Kelowna Comprehensive Development bylaws.

The proposed bylaw amendment clearly splits the parcel into different areas with a different suite of permitted uses on each.

- Area 1 will be the area where the Conservatory is already built, and will allow additional residential development, with minimal commercial units.
- Area 2 will be the commercial plaza, without any residential uses.

The suite of uses permitted in Area 2, the Commercial area, is comparable to the generic C2 - Neighbourhood Commercial designation, and is intended to serve the neighbourhood, rather than drawing customers from across the city. This includes restaurants, personal service establishments such as hair dressers, branch banking and retail stores.

The maximum size of the commercial units will be capped at 240 m<sup>2</sup>, excepting for one 635 m<sup>2</sup> unit. This will limit the intensity of the uses to scales that are appropriate for a neighbourhood setting. Area 1 of the site, where the current multi-family development sits, will remain designated for multi-family use, with minor allowances for small scale commercial use.

The original configuration had approximately 3,000 m<sup>2</sup> of commercial lands, while the proposed configuration has approximately 7,645 m<sup>2</sup> of commercial lands.

### **Official Community Plan Amendment**

The proposal includes an Official Community Plan (OCP) amendment, changing a portion of the site from Future Multi-Family (MRM) to Future Commercial (Comm). This is intended as a 'clean-up' style amendment, moving the boundary lines to match the land use as had always been intended. This is not considered a major shift in OCP policy, and instead simply matches the OCP to the underlying zoning.

### **Zoning Bylaw Map Amendment**

The proposal includes a minor amendment to the Zoning Bylaw Map. This is another 'clean-up' style amendment, matching the Zoning Boundary between the CD3 - Comprehensive Development Three zone and the adjoining A1 - Agriculture 1 zone. The overall area zoned CD3 will decrease, but will properly match the development site.



### 4.3 Site Context

Adjacent land uses are as follows:

Orientation	Zoning	Land Use
North	A1 - Agriculture 1	Future Development
East	A1 - Agriculture 1	Future Development
South	P3 - Park and Open Space	Golf Course
West	RU1 - Large Lot Housing	Single Family Housing

### Subject Property Map:



## 5.0 Current Development Policies

### 5.1 Kelowna Official Community Plan (OCP)

#### Development Process

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

## Proposed Designation

The applicant has requested that a portion of the site be re-designated for Comm - Commercial use in the OCP. The OCP indicates that the purpose of the Commercial designation is:

*Developments for the sale of goods and services. Integration of residential uses into commercial developments as mixed-use projects is encouraged in Urban Centres, provided that the ground floor use remains commercial. This designation may also include CD Comprehensive Development zoning that includes commercial uses.*

The requested OCP designation matches the intended use of the property to be designated Commercial.

The OCP has attempted to drive commercial development in the Glenmore area to the neighbourhood commercial node at Glenmore and Kane, approximately 1.5 km north of the site. The distance between the Conservatory and the neighbourhood commercial node should ensure that the Conservatory commercial site doesn't take businesses from the existing Kane/Glenmore node.

## Development Permit Guidelines

The OCP will require that any developer on the site obtain a Form and Character Development Permit prior to developing the commercial portion of the site. While it is not a requirement at the Zoning stage of the approvals process, staff have ensured that the development described in the amended CD3 - Comprehensive Development Three zone complies with relevant elements of the Development Permit Guidelines. This is intended to ensure a smooth development review as the project moves through the approvals process.

## 5.2 Zoning Bylaw 8000

The Zoning Bylaw designates the property as CD3 - Comprehensive Development 3. This CD zone was customized to apply to the Conservatory project, and is not used elsewhere in Kelowna. The proposed Zoning Bylaw Amendment will replace the existing CD3 zone with a new zone, also called CD3, which better reflects the proposed development.

## 6.0 Technical Comments

### 6.1 Building & Permitting Department

There have been some issues with regards to business licenses and what type of business can be allowed in the residential building. Complaints from the residents received.

The proposed changes will clarify the limited commercial uses available in the residential portion of the site.

### 6.2 Fire Department

No Concerns

## 7.0 Application Chronology

Date of Application Received:	Feb 21, 2014
Date Public Consultation Completed:	March 15, 2014
Date of Revised Plans:	February 17 <sup>th</sup> , 2015

**Report prepared by:**

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Ryan Roycroft, Planner 2

**Reviewed by:**

☐

Ryan Smith, Urban Planning Manager

**Approved for Inclusion:**

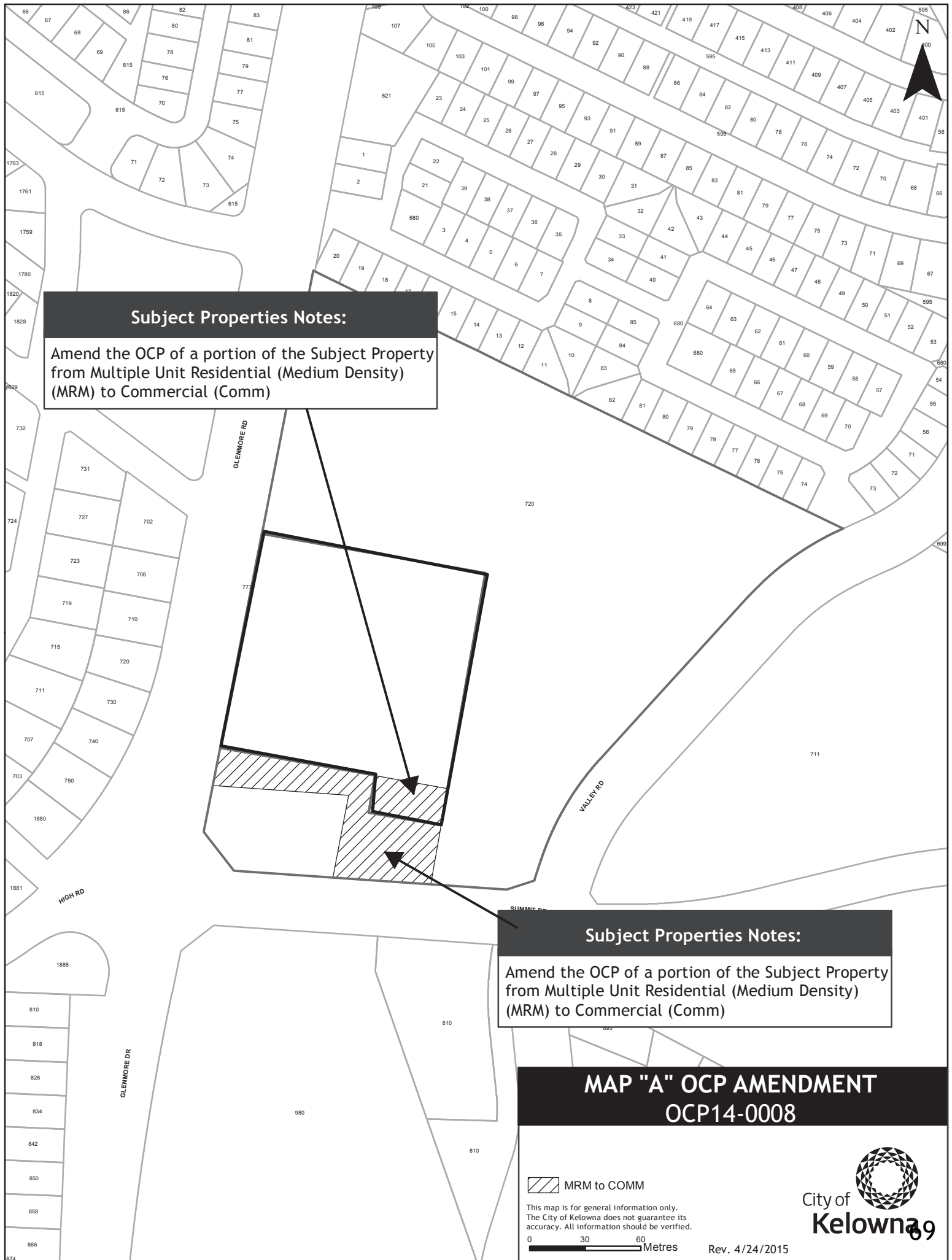
☐

Doug Gilchrist, Divisional Director, Community Planning & Real Estate

**Attachments:**

Map A - OCP Amendment

Map B - Zoning Bylaw Amendment



**Subject Properties Notes:**

Amend the OCP of a portion of the Subject Property from Multiple Unit Residential (Medium Density) (MRM) to Commercial (Comm)

**Subject Properties Notes:**

Amend the OCP of a portion of the Subject Property from Multiple Unit Residential (Medium Density) (MRM) to Commercial (Comm)

**MAP "A" OCP AMENDMENT  
OCP14-0008**

 MRM to COMM

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

0 30 60 Metres



Rev. 4/24/2015



N82

### Subject Property Notes:

Rezone portions of the subject property from CD3 - Comprehensive Development Zone 3 to A1 - Agriculture

696

702

706

GLENMORE RD

720

773

### Subject Property Notes:

Rezone portions of the subject property from A1 - Agriculture to CD3 - Comprehensive Development Zone 3

SUMMIT DR

LEY RD

711

980

## MAP "B" PROPOSED ZONING File Z14-0010

Legal Parcel

Subject Properties

A1 to CD3

CD3 to A1

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

0 15 30 Metres

Rev. 4/24/2015



# Schedule 'B' – Comprehensive Development Zones

## CD3 - Comprehensive Development Three

### 1.1 Purpose

The purpose of this zone is to permit the development of a comprehensively planned, integrated community consisting of multi-family residential uses and local commercial uses.

### 1.2 Permitted Uses

The permitted **principal uses** in Area 1 of this zone, as shown on Figure CD 3.1, are:

- (a) **apartment housing**
- (b) **congregate housing**
- (c) **row housing**
- (d) **stacked row housing**

The permitted **secondary uses** in Area 1 of this zone, as shown on Figure CD 3.1, are:

- (a) **community recreation services**
- (b) **health services**
- (c) **home based business, minor**
- (d) **participant recreation services, indoor**
- (e) **personal service establishments**

The permitted **principal uses** in Area 2 of this zone, as shown on Figure CD 3.1, are:

- (a) **child care centre, major**
- (b) **community recreation services**
- (c) **financial services**
- (d) **food primary establishment**
- (e) **health services**
- (f) **liquor primary establishment, minor**
- (g) **offices**
- (h) **participant recreation services, indoor**
- (i) **personal service establishments**
- (j) **public libraries and cultural exhibits**
- (k) **retail stores, convenience**
- (l) **retail stores, general**

### 1.3 Subdivision Regulations

- (a) Lots should be configured approximately as shown on Figure CD3.1.
- (b) The minimum **lot width** is 45.0 m.
- (c) The minimum **lot depth** is 35.0 m.
- (d) The minimum **lot area** is 1400 m<sup>2</sup>

### 1.4 Development Regulations

- (a) The maximum **site coverage** for all principal and **accessory buildings** combined in this zone shall be 40%. Not more than 70% of the surface

of the land in the zone shall be covered with **buildings**, parking areas and driveways.

- (b) The maximum **height** in Area 1 is the lesser of 6½ **storeys** or 33.0 m.  
The maximum **height** in Area 2 is the lesser of 2 ½ **storeys** or 10.5 m.
- (c) The minimum **site front yard** is 6.0 m in Area 1.  
The minimum **site front yard** is 3.0 m in Area 2.
- (d) The minimum **site rear yard** is 6.0 m.
- (e) The minimum **site side yard** is 6.0 m, except it is 3.0 m from **flanking streets**. Entrance canopies may be sited a minimum of 1.5 m from the boundaries of Glenmore Road and Summit Drive.

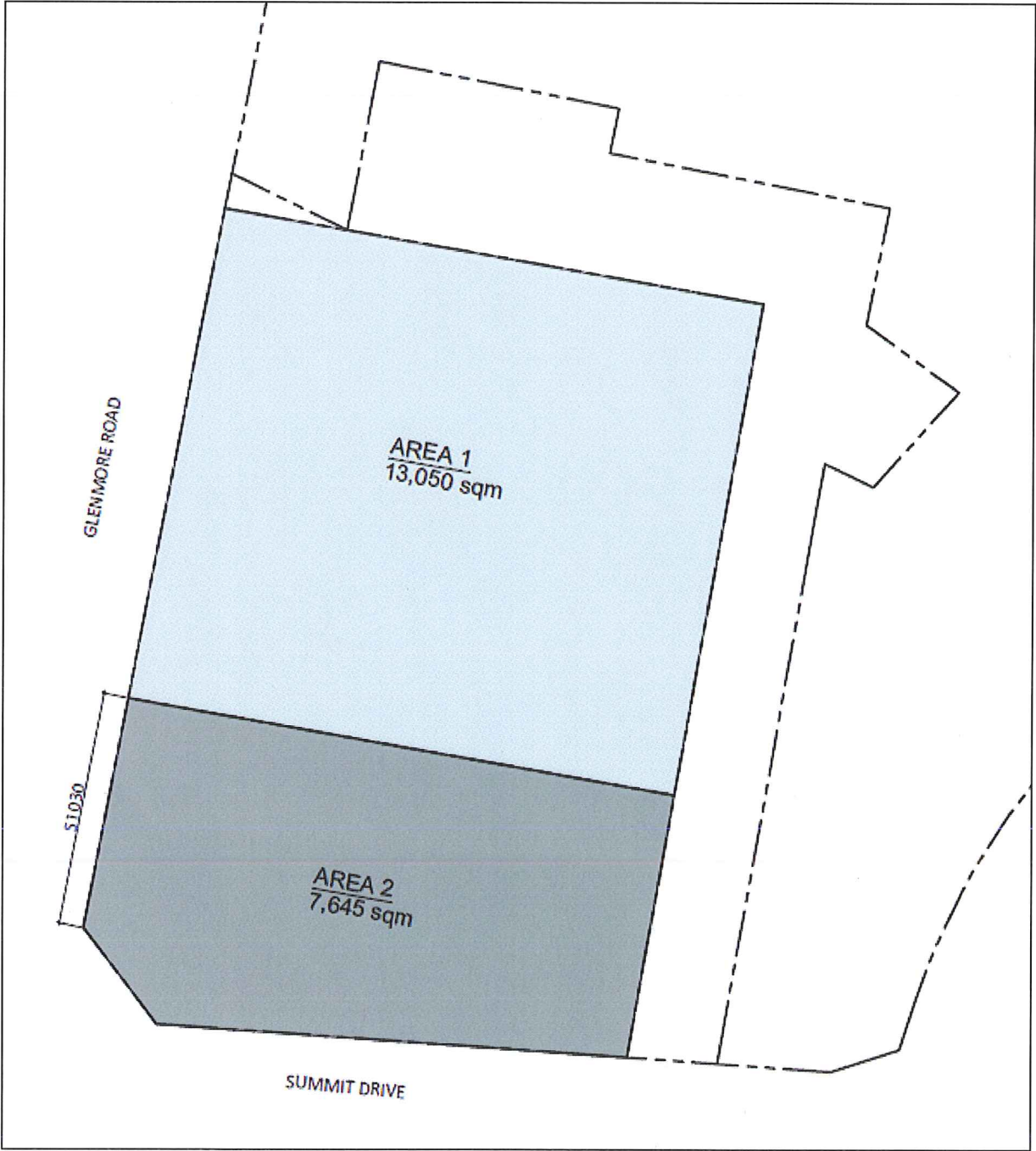
### 1.5 Other Regulations

- (a) A minimum of 7.5 m<sup>2</sup> of private open space shall be provided for each bachelor unit, boarding or lodging unit, congregate care unit and group home unit, 15 m<sup>2</sup> for each one bedroom unit, and 20 m<sup>2</sup> for each unit of two bedrooms or more.
- (b) Commercial units within Area 2 shall be limited to a maximum Gross Floor Area of 240 m<sup>2</sup> per unit, except that one unit may have a maximum Gross Floor Area of 635m<sup>2</sup>.
- (c) No nuisance from noise, vibration, smoke, dust, odours, heat, glare, electrical or radio disturbance shall be produced by the any commercial use within Area 1, as shown on Figure CD-3.1, and at all times, the privacy and enjoyment of residential dwellings shall be preserved and the commercial operations shall not adversely affect the amenities of the area.
- (d) Parking and loading for all uses shall be provided in accordance with the requirements of Section 8 of this Bylaw.

### 1.6 Sign Regulations

- (a) Signage for residential uses shall be in accordance with the sign regulations for land in the RM5 zone as determined by the City of Kelowna Sign Bylaw of the day.
- (b) Signage for **commercial uses** within Area 1 shown in Figure CD-3.1 shall be in accordance with the requirements for Identification Signs, as determined by the City of Kelowna Sign Bylaw of the day.
- (c) Signage for **commercial uses** in Area 2 shown in Figure CD-3.1 shall be in accordance with the sign regulations for land in the C4 zone as determined by the City of Kelowna Sign Bylaw of the day.

FIGURE CD-3.1





# CITY OF KELOWNA

## BYLAW NO. 11090

### Official Community Plan Amendment No. OCP14 - 0005 0904419 BC Ltd. Inc. No. BC0904419 773 Glenmore Road and 720 Valley Road

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

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

1. THAT Map 4.1 - **GENERALIZED FUTURE LAND USE** of "*Kelowna 2030* - Official Community Plan Bylaw No. 10500" be amended by changing the Generalized Future Land Use designation of Portions of Lot 1, Sections 32 and 29, Township 26, ODYD, Plan EPP24068 and Portions of Lot 2, Section 29, Township 26, ODYD, Plan EPP24068, located on Glenmore Road and Valley Road, Kelowna, B.C., from the MRM - Multiple Unit Residential (Medium Density) designation to the COMM - Commercial designation as per Map "A" attached to and forming part of this bylaw;
2. This bylaw shall come into full force and effect and is binding on all persons as and from the date of adoption.

Read a first time by the Municipal Council this

Considered at a Public Hearing on the

Read a second and third time by the Municipal Council this

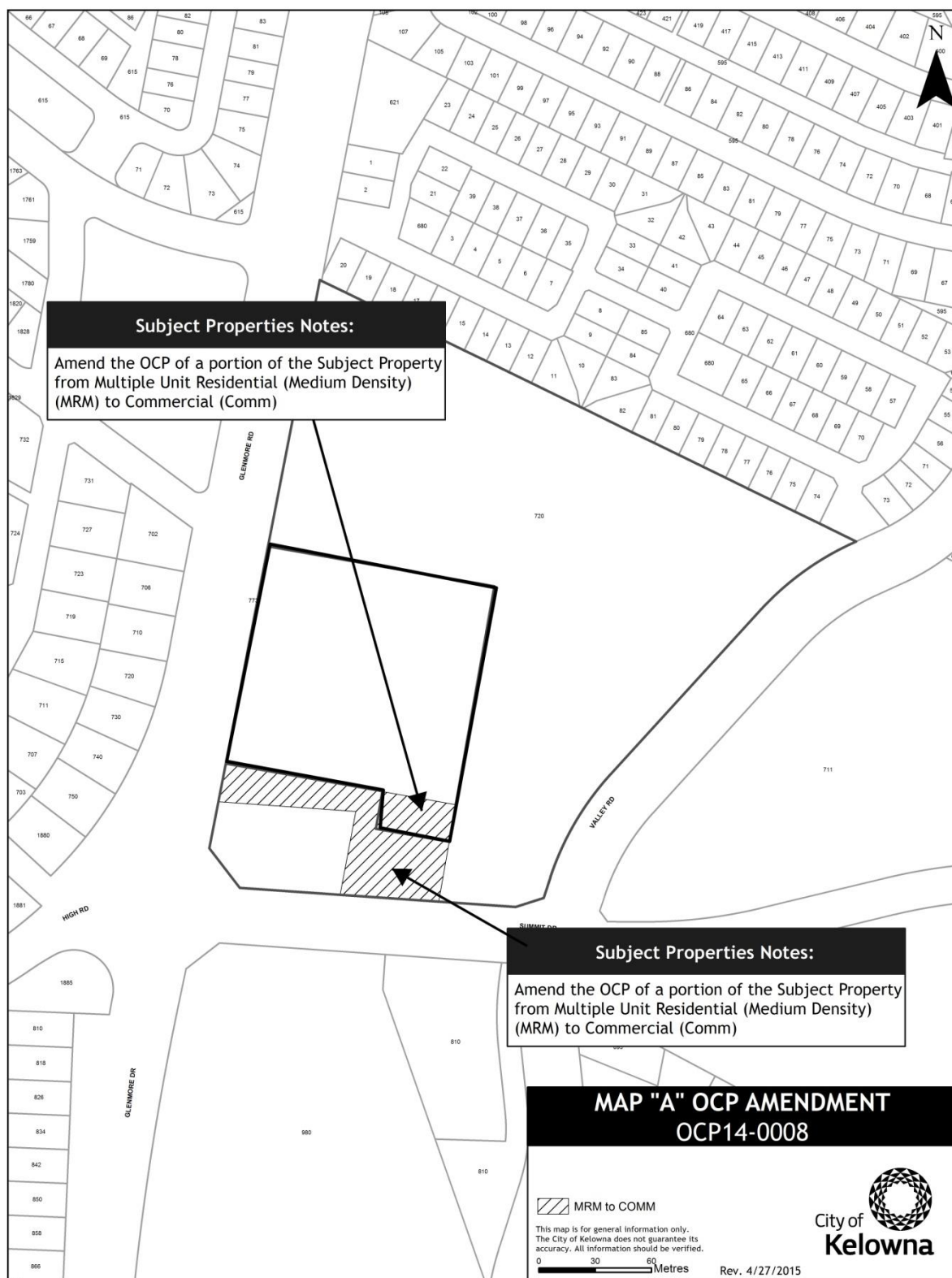
Adopted by the Municipal Council of the City of Kelowna this

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Mayor

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City Clerk



**CITY OF KELOWNA**  
**BYLAW NO. 11091**  
**TA14-0005**  
**Replacing CD3 - Comprehensive Development Three Zone in**  
**Zoning Bylaw No. 8000**

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

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

1. THAT City of Kelowna Zoning Bylaw No. 8000 be amended by deleting in its entirety **Schedule 'B' - Comprehensive Development Zones, CD3 - Comprehensive Development Three Zone** and replacing it with a new **CD3 - Comprehensive Development Three Zone** as attached to and forming part of this bylaw;
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

Approved under the Transportation Act

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(Approving Officer-Ministry of Transportation)

Adopted by the Municipal Council of the City of Kelowna this

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Mayor

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City Clerk

# Schedule 'B' - Comprehensive Development Zones

## CD3 - Comprehensive Development Three

### 1.1 Purpose

The purpose of this zone is to permit the development of a comprehensively planned, integrated community consisting of multi-family residential uses and local commercial uses.

### 1.2 Permitted Uses

The permitted **principal uses** in Area 1 of this zone, as shown on Figure CD 3.1, are:

- (a) **apartment housing**
- (b) **congregate housing**
- (c) **row housing**
- (d) **stacked row housing**

The permitted **secondary uses** in Area 1 of this zone, as shown on Figure CD 3.1, are:

- (a) **community recreation services**
- (b) **health services**
- (c) **home based business, minor**
- (d) **participant recreation services, indoor**
- (e) **personal service establishments**

The permitted **principal uses** in Area 2 of this zone, as shown on Figure CD 3.1, are:

- (a) **child care centre, major**
- (b) **community recreation services**
- (c) **financial services**
- (d) **food primary establishment**
- (e) **health services**
- (f) **liquor primary establishment, minor**
- (g) **offices**
- (h) **participant recreation services, indoor**
- (i) **personal service establishments**
- (j) **public libraries and cultural exhibits**
- (k) **retail stores, convenience**
- (l) **retail stores, general**

### 1.3 Subdivision Regulations

- (a) Lots should be configured approximately as shown on Figure CD3.1.
- (b) The minimum **lot width** is 45.0 m.
- (c) The minimum **lot depth** is 35.0 m.
- (d) The minimum **lot area** is 1400 m<sup>2</sup>



#### 1.4 Development Regulations

- (a) The maximum **site coverage** for all principal and **accessory buildings** combined in this zone shall be 40%. Not more than 70% of the surface of the land in the zone shall be covered with **buildings**, parking areas and driveways.
- (b) The maximum **height** in Area 1 is the lesser of 6½ **storeys** or 33.0 m.  
The maximum **height** in Area 2 is the lesser of 2 ½ **storeys** or 10.5 m.
- (c) The minimum **site front yard** is 6.0 m in Area 1.  
The minimum **site front yard** is 3.0 m in Area 2.
- (d) The minimum **site rear yard** is 6.0 m.
- (e) The minimum **site side yard** is 6.0 m, except it is 3.0 m from **flanking streets**. Entrance canopies may be sited a minimum of 1.5 m from the boundaries of Glenmore Road and Summit Drive.

#### 1.5 Other Regulations

- (a) A minimum of 7.5 m<sup>2</sup> of private open space shall be provided for each bachelor unit, boarding or lodging unit, congregate care unit and group home unit, 15 m<sup>2</sup> for each one bedroom unit, and 20 m<sup>2</sup> for each unit of two bedrooms or more.
- (b) Commercial units within Area 1 shall be limited to a maximum Gross Floor Area of 240m<sup>2</sup> per unit.
- (c) Commercial units within Area 2 shall be limited to a maximum Gross Floor Area of 240 m<sup>2</sup> per unit, except that one unit may have a maximum Gross Floor Area of 635m<sup>2</sup>.
- (d) No nuisance from noise, vibration, smoke, dust, odours, heat, glare, electrical or radio disturbance shall be produced by the any commercial use within Area 1, as shown on Figure CD-3.1, and at all times, the privacy and enjoyment of residential dwellings shall be preserved and the commercial operations shall not adversely affect the amenities of the area.
- (e) Parking and loading for all uses shall be provided in accordance with the requirements of Section 8 of this Bylaw.

#### 1.6 Sign Regulations

- (a) Signage for residential uses shall be in accordance with the sign regulations for land in the RM5 zone as determined by the City of Kelowna Sign Bylaw of the day.
- (b) Signage for **commercial uses** within Area 1 shown in Figure CD-3.1 shall be in accordance with the requirements for Identification Signs, as determined by the City of Kelowna Sign Bylaw of the day.

- (c) Signage for **commercial uses** in Area 2 shown in Figure CD-3.1 shall be in accordance with the sign regulations for land in the C4 zone as determined by the City of Kelowna Sign Bylaw of the day.

**FIGURE CD-3.1**



**CITY OF KELOWNA**  
**BYLAW NO. 11092**  
**Z14-0010 - 0904419 BC Ltd. Inc No. BC0904419**  
**773 Glenmore Road and 720 Valley Road**

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

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

1. THAT City of Kelowna Zoning Bylaw No. 8000 be amended by changing the zoning classification of Portions of Lot 1, Sections 32 and 29, Township 26, ODYD, Plan EPP24068 and Portions of Lot 2, Section 29, Township 26, ODYD, Plan EPP24068 located on Glenmore Road and Valley Road, Kelowna, B.C., from the A1 - Agriculture 1 zone to the CD3 - Comprehensive Development 3 zone and from the CD3 - Comprehensive Development 3 zone to the A1 - Agriculture 1 zone as per Map "B" attached to and forming part of this bylaw.
2. This bylaw shall come into full force and effect and is binding on all persons as and from the date of adoption.

Read a first time by the Municipal Council this

Considered at a Public Hearing on the

Read a second and third time by the Municipal Council this

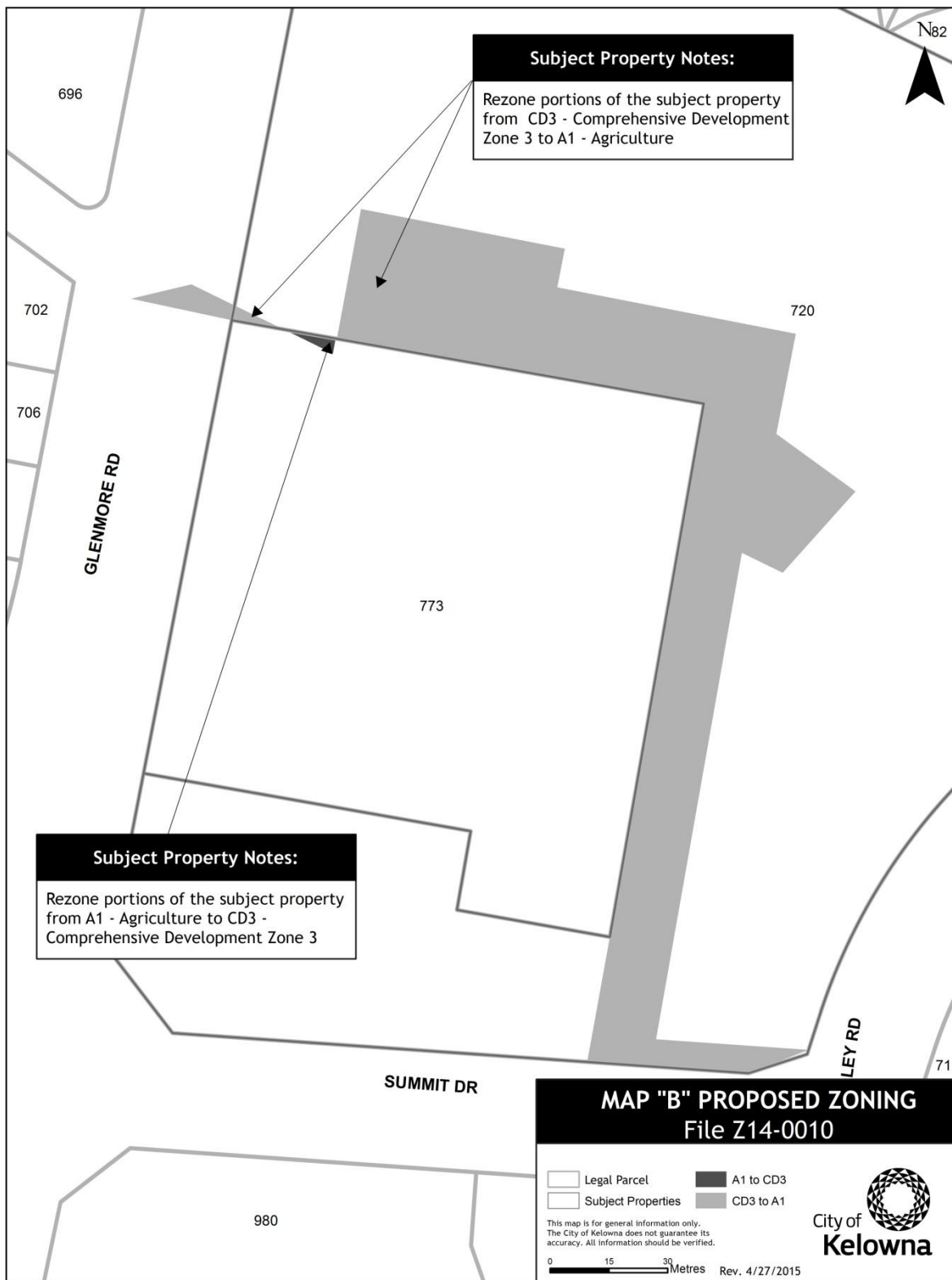
Adopted by the Municipal Council of the City of Kelowna this

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Mayor

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City Clerk





# Report to Council



**Date:** April 27, 2015  
**Rim No.** 0220-20  
**To:** Mayor and Council  
**From:** Ron Mattiussi, City Manager  
**Subject:** 2015 Financial Plan - Final Budget

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## **Recommendation:**

THAT COUNCIL adopts the 2015-2019 Financial Plan;

AND THAT Council approves the formulation of 2015 Property Tax Rates that will raise the required funds in 2015, from General Taxation, in the amount of \$113,540,720, resulting in an average net property owner impact of 3.20%;

AND FURTHER THAT Bylaw No. 11088 being the 2015-2019 Financial Plan, Bylaw Nos. 11084 and 11087 being the 2015 Tax Rates and Bylaw Nos. 11085 and 11086 being the Reserve Fund Expenditures be advanced for reading consideration.

## **Purpose:**

To present the 2015 Final Budget submissions and the 2015-2019 Financial Plan and related bylaws to Council for their consideration and approval.

## **Background:**

Council approved the Provisional 2015 Financial Plan on January 15<sup>th</sup>, 2015 and it was amended on March 16, 2015 to include the 2014 carry-over projects. The Final Budget document includes emergency or Council initiated projects that are consolidated with the first two volumes into the 2015-2019 Financial Plan. Depending on the nature of the item being considered, these project adjustments can cause the final budget to go either up or down. The 2015 final adjustments result in a tax decrease of 0.26% from the Provisional Budget tax requirement of 3.46% to the Final Budget as presented, that reflects a net property tax increase of approximately 3.20%.

The timing of the Financial Plan preparation is to coincide with preparation of the Tax Rates bylaw in accordance with the Community Charter.

Financial Services has projected the 2015 municipal taxation requirements for the City of Kelowna as a result of receiving the following information:

- Revised roll totals, which represent final assessment information from BC Assessment, subsequent to the Court of Revision and incorporating final new construction information.
- Council approval of the 2015 Tax Distribution Policy.
- Additional requests from operating departments resulting from analysis of final 2014 operating results and additional projects identified since Provisional Budget.

#### Revenue Resulting from New Construction

Final new construction taxation revenues, based on the revised assessment roll, total \$2.4 Million, a reduction of \$143,300 from the value estimated at Provisional Budget. This estimate was based on BC Assessment preliminary roll information, however, the final new construction level decreased from the earlier estimate once final roll information was prepared by BC Assessment. The total assessed value of new construction for 2015 is \$314.8 million, a 1% decrease compared to 2014 new construction assessments. Additionally, BC Assessment Authority completed a desktop review reassessment program for properties within the City of Kelowna that increased the new residential non-market change assessments by \$228 million, making the combined total assessed value of new construction \$542.8 million.

#### General Revenues

There is a net general revenue increase of \$225,710 which is a result of an increase in the expected revenue from the Fortis BC Gas Franchise Fee. There is a decrease from the Climate Action Revenue Incentive program of \$3,740 which is offset by a contribution to reserve for future requirements.

#### Supplemental Operating Requests

The Final Budget document includes a decrease of general purpose net Operating Expenditures totaling \$32,640, excluding the general revenue increase. The most significant operating impacts for Final Budget relate to the General Fund Debt Changes operating request.

The General Fund Debt Changes request is to adjust for interest rate resets for two Municipal Finance Authority (MFA) issues, reducing interest payable and a reduction for the Lawrence Ave local area service principal and interest payments.

The Final Budget general fund operating requirements are summarized on the blue summary sheets titled "2015 Operating Requests" found on page 1 of the Final Budget document.

#### Capital Program

The 2015 final capital budget results in a decrease of \$169,040 from the deleted Cameron House, Structural Repairs and the added Stewart 3 DCC Road requests. There are three capital requests with offsetting funding from reserve for the Rutland Arena - Domestic Hot Water System, Rose 1 DCC, Rose/Richter intersection and Document Management Project Support. The total general purpose pay-as-you-go funding will be \$12.7 Million which is a decrease of \$1,234,600 from the 2014 Financial Plan taxation capital value.

There are five general fund capital requests for Council consideration. The Cameron House, Structural Repairs request that was presented at Provisional Budget is being requested to be removed from the 2015 budget to allow for additional time to properly scope, find appropriate solutions and mitigate risks before construction; due to the complexity of restoring this heritage asset.

The second request is for the replacement of Rutland Arena - Domestic Hot Water System as it extremely old and has reached the end of its service life. This project is requested to be funded from the Building Repair reserve.

The third request is to increase the budget for the Rose 1 DCC, Rose/Richter Intersection by \$380,000 from Provisional Budget due to additional costs for a major utility relocation required by FortisBC, additional land acquisition and updated construction costs funded from reserve.

The fourth request is for land acquisition and other items identified in preparation for detailed design and construction for South Perimeter Road - Stewart 3 DCC Road that is funded from reserve and taxation.

The final capital request, Document Management Project Support, is to complete the phased migration of corporate electronic records to the Microsoft SharePoint platform, funded from the Finance/Major System Software reserve.

The Final Budget general fund capital requests are summarized on the yellow summary sheets titled "2015 Capital Requests" found on page 11 of the Final Budget document.

### Utilities

There are three utility operating requests presented for Final Budget consideration shown on page 7 of the final budget document. These represent: decreases to Water and Wastewater debt and a planning review of Kelowna water systems.

### Net Property Owner Impact

2015 assessments came in at an increase of 5.56% over 2014 assessments considering both market and new construction value changes. There was a 3.28% increase in overall market values and a 2.28% increase in new construction assessments.

The maximum that can be claimed for the Provincial Home Owner Grant remains the same as 2014, \$770 for homeowners under 65 years of age and \$1,045 for those 65 and over. The threshold before the grant begins to reduce remains the same as 2014 which was \$1,100,000. After \$1,100,000 the grant is reduced by \$5.00 for every \$1,000 of residential assessed value. Homeowners 65 and over, who do not qualify for the additional home owner grant amount due to the high assessment of their home, may apply to Home Owner Grant Administration. These can be low-income seniors, certain veterans and certain persons with disabilities.

The regular Deferment program along with the family with children program continues to be available. These low-interest loan programs assist qualifying homeowners in British Columbia in paying the annual property taxes on their homes.

No changes were announced to the 60 per cent school tax credit for major industry properties or the 50 per cent school tax credit for land classified as "farm".

### Conclusion

**The recommendation is for a net property tax increase averaging 3.20%.**

An increase in the FortisBC Gas Franchise Fee and the removal of the capital request for Cameron House Structural Repairs has created a tax decrease of 0.26% from the Provisional Budget tax requirement of 3.46%.

The 2015 Financial Plan continues to provide for the services, infrastructure and amenities expected by the citizens of Kelowna in a cost effective manner.

### **Legal/Statutory Authority:**

Financial Plan under Section 165 of the Community Charter requires adoption of a 5 Year Financial Plan bylaw prior to the annual property tax bylaw. Annual property tax bylaw under Section 197 of the Community Charter, Council must establish tax rates by bylaw after adoption of the financial plan but before May 15<sup>th</sup>.

### **Internal Circulation:**

G. Davidson, Financial Services Director

### **Considerations not applicable to this report:**

Legal/Statutory Procedural Requirements:

Existing Policy:

Financial/Budgetary Considerations:

Personnel Implications:

External Agency/Public Comments:

Communications Comments:

Alternate Recommendation:

Submitted by:

R.L. (Ron) Mattiussi, MCIP  
City Manager

cc: Deputy City Manager and Divisional Directors



# 2015 Financial Plan

Volume 3 - Final Budget

Kelowna, British Columbia  
May 2015



# Report to Council



**Date:** April 27, 2015  
**Rim No.** 0220-20  
**To:** Mayor and Council  
**From:** Ron Mattiussi, City Manager  
**Subject:** 2015 Financial Plan - Final Budget

---

## **Recommendation:**

THAT COUNCIL adopts the 2015-2019 Financial Plan;

AND THAT Council approves the formulation of 2015 Property Tax Rates that will raise the required funds in 2015, from General Taxation, in the amount of \$113,540,720, resulting in an average net property owner impact of 3.20%;

AND FURTHER THAT Bylaw No. 11088 being the 2015-2019 Financial Plan, Bylaw Nos. 11084 and 11087 being the 2015 Tax Rates and Bylaw Nos. 11085 and 11086 being the Reserve Fund Expenditures be advanced for reading consideration.

## **Purpose:**

To present the 2015 Final Budget submissions and the 2015-2019 Financial Plan and related bylaws to Council for their consideration and approval.

## **Background:**

Council approved the Provisional 2015 Financial Plan on January 15<sup>th</sup>, 2015 and it was amended on March 16, 2015 to include the 2014 carry-over projects. The Final Budget document includes emergency or Council initiated projects that are consolidated with the first two volumes into the 2015-2019 Financial Plan. Depending on the nature of the item being considered, these project adjustments can cause the final budget to go either up or down. The 2015 final adjustments result in a tax decrease of 0.26% from the Provisional Budget tax requirement of 3.46% to the Final Budget as presented, that reflects a net property tax increase of approximately 3.20%.

The timing of the Financial Plan preparation is to coincide with preparation of the Tax Rates bylaw in accordance with the Community Charter.

Financial Services has projected the 2015 municipal taxation requirements for the City of Kelowna as a result of receiving the following information:

- Revised roll totals, which represent final assessment information from BC Assessment, subsequent to the Court of Revision and incorporating final new construction information.
- Council approval of the 2015 Tax Distribution Policy.
- Additional requests from operating departments resulting from analysis of final 2014 operating results and additional projects identified since Provisional Budget.

#### Revenue Resulting from New Construction

Final new construction taxation revenues, based on the revised assessment roll, total \$2.4 Million, a reduction of \$143,300 from the value estimated at Provisional Budget. This estimate was based on BC Assessment preliminary roll information, however, the final new construction level decreased from the earlier estimate once final roll information was prepared by BC Assessment. The total assessed value of new construction for 2015 is \$314.8 million, a 1% decrease compared to 2014 new construction assessments. Additionally, BC Assessment Authority completed a desktop review reassessment program for properties within the City of Kelowna that increased the new residential non-market change assessments by \$228 million, making the combined total assessed value of new construction \$542.8 million.

#### General Revenues

There is a net general revenue increase of \$225,710 which is a result of an increase in the expected revenue from the Fortis BC Gas Franchise Fee. There is a decrease from the Climate Action Revenue Incentive program of \$3,740 which is offset by a contribution to reserve for future requirements.

#### Supplemental Operating Requests

The Final Budget document includes a decrease of general purpose net Operating Expenditures totaling \$32,640, excluding the general revenue increase. The most significant operating impacts for Final Budget relate to the General Fund Debt Changes operating request.

The General Fund Debt Changes request is to adjust for interest rate resets for two Municipal Finance Authority (MFA) issues, reducing interest payable and a reduction for the Lawrence Ave local area service principal and interest payments.

The Final Budget general fund operating requirements are summarized on the blue summary sheets titled “2015 Operating Requests” found on page 1 of the Final Budget document.

#### Capital Program

The 2015 final capital budget results in a decrease of \$169,040 from the deleted Cameron House, Structural Repairs and the added Stewart 3 DCC Road requests. There are three capital requests with offsetting funding from reserve for the Rutland Arena - Domestic Hot Water System, Rose 1 DCC, Rose/Richter Intersection and Document Management Project Support. The total general purpose pay-as-you-go funding will be \$12.7 Million which is a decrease of \$1,234,600 from the 2014 Financial Plan taxation capital value.

There are five general fund capital requests for Council consideration. The Cameron House, Structural Repairs request that was presented at Provisional Budget is being requested to be removed from the 2015 budget to allow for additional time to properly scope, find appropriate solutions and mitigate risks before construction; due to the complexity of restoring this heritage asset.

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The 2015 Financial Plan continues to provide for the services, infrastructure and amenities expected by the citizens of Kelowna in a cost effective manner.

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Financial/Budgetary Considerations:

Personnel Implications:

External Agency/Public Comments:

Communications Comments:

Alternate Recommendation:

Submitted by:

A handwritten signature in black ink, appearing to read "Ron Mattiussi", is written over a light blue rectangular background.

R.L. (Ron) Mattiussi, MCIP  
City Manager

cc: Deputy City Manager and Divisional Directors

## 2015 FINANCIAL PLAN VOLUME 3

### SUMMARY OF SCHEDULES

#### Overall Summary

The 2015 Financial Plan results in a Final Tax Demand of \$113.5 million. This represents a decrease of \$427,390 relative to the Provisional Financial Plan total. The total taxation revenue from new construction has decreased by \$143,300.

**The impact to the average property owner is 3.20%.**

A number of schedules have been prepared and are included in this document, along with detailed Supplemental and Capital Expenditure requests, as follows:

#### Schedule 1 & 2 - Analysis of Tax Demand / Final Budget Summary

These first schedules provide a summary of all expenditure and revenue categories starting with the 2014 Final Tax Demand of \$107,697,000 and detailing changes in various categories which result in the proposed 2015 Final Tax Demand of \$113,540,720.

Final Budget requests for net general fund operating and capital expenditures from tax demand are summarized as follows:

General Operating (Net of All Revenues)	\$ (258,350)
Capital Expenditures from Tax Rate	<u>(169,040)</u>
	\$ (427,390)

The tax demand established at Provisional Budget was \$113,968,110. With the requests included in this volume, the tax demand decreases to \$113,540,720 resulting in a 3.20% net property owner impact.

#### Schedules 3 & 4 - Analysis of Total Revenues/Expenditures

These schedules summarize the total 2015 Financial Plan operating and capital expenditures by fund and by revenue source. The total budget requirement is \$477.3 million with \$264.5 million for operating needs and \$212.8 million for the 2015 capital program. Fees & Charges (21%), Reserve or Surplus funding (28%) and Taxation (24%) are the three largest revenue sources for the 2015 Financial Plan.

#### Schedule 5 - Use of Tax Dollar by Service Area

Schedule 5 highlights the cost per service area and the resultant total municipal taxes for the average single family detached residential property (under 2 acres in size) in Kelowna for 2015. The average assessed value of \$467,730 was obtained from BC Assessment information.

### **Schedule 6 - Ongoing Budget Impacts**

Schedule 6 provides a summary listing of the ongoing impacts of decisions made in the 2015 Financial Plan. There is a 1.54% increase for 2016 before considering the impacts of wage changes, borrowing or inflation.

### **Schedule 7 - Financial Plan 2015 - 2019**

This schedule totals the 2015 Financial Plan requirements and the expected impacts on years 2015 - 2019. Further information for years 2020 to 2030 to match the term of the 20-Year Servicing Plan is also included.

### **Summaries of Operating (blue) and Capital Requests (yellow)**

These provide a summary of all of the requests for operating and capital expenditures in both the General and Utility Funds.

The summary below indicates the **taxation and utility** funding requirements for the Financial Plan.

	<b><u>Operating</u></b>	<b><u>Capital</u></b>	<b><u>Total</u></b>	<b><u>Revenues</u></b>	<b><u>Net Impact</u></b>
General Fund	(32,640)	(169,040)	(201,680)	(225,710)	(427,390)
Water	(1,630)	0	(1,630)	0	(1,630)
Wastewater	(883,930)	0	(883,930)	0	(883,930)
Natural Gas	0	0	0	0	0

## Analysis of Tax Demand 2015 Financial Plan

				2014 PROPERTY TAXATION \$107,697,000			
2014 Gross Departmental Operating Expenditures	% Change					2015 Gross Departmental Operating Expenditures	
\$181,623,676	4.53%			\$8,234,935		\$189,858,611	
Net Departmental Revenue						Net Departmental Revenue	
\$78,549,885	2.81%			\$2,204,200		\$80,754,085	
2014 Net Departmental Operating Expend.						2015 Net Departmental Operating Expend.	
\$103,073,791	5.85%			\$6,030,735		\$109,104,526	
Net General Debt						Net General Debt	
\$2,443,139	50.35%			\$1,230,240		\$3,673,379	
Capital Expenditures From General Taxation						Capital Expenditures From General Taxation	
\$13,942,130	(8.86%)			(\$1,234,585)		\$12,707,545	
\$119,459,060	5.04%			\$6,026,390		\$125,485,450	
General Revenues						General Revenues	
\$11,762,060	1.55%			\$182,670		\$11,944,730	
2015 GROSS TAX DEMAND				\$113,540,720			
LESS: NEW CONSTRUCTION REVENUE				\$1,456,700			
NEW BCAA DESKTOP REVIEW REVENUE				\$940,000			
NET PROPERTY OWNER IMPACT				3.20%			



# General Fund Tax Demand

## 2015 Financial Plan

2014 TAXATION DEMAND \$ 107,697,000

PROVISIONAL BUDGET TAX DEMAND 113,968,110

### FINAL BUDGET SUBMISSIONS

GENERAL REVENUES	(\$225,710)	
OPERATING REQUESTS	(32,640)	(258,350)

CAPITAL PROJECT REQUESTS		(169,040)
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TOTAL FINAL BUDGET ADDITIONS		(427,390)
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<b>2015 FINAL TAX DEMAND</b>		<b>113,540,720</b>
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LESS: NEW CONSTRUCTION REVENUE		1,456,700
BCAA DESKTOP REVIEW REVENUE		940,000

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### NET PROPERTY OWNER IMPACT

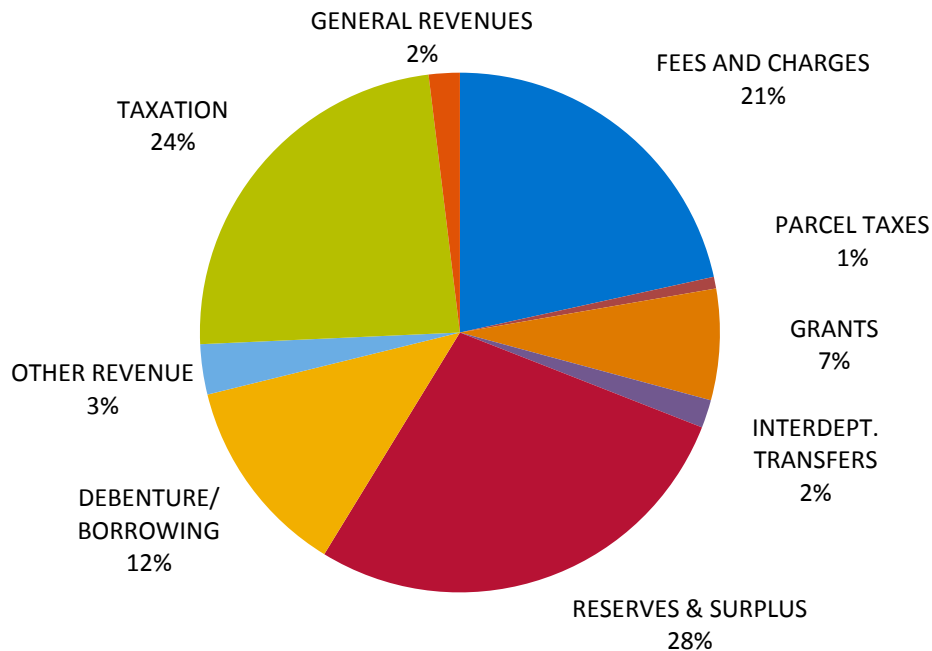
<i>PROVISIONAL BUDGET</i>	<i>3.46%</i>	
PROTECTIVE SERVICES (Police Services: Building & Contract)		1.77%
OTHER		1.43%
<b>FINANCIAL PLAN - FINAL BUDGET</b>		<b>3.20%</b>

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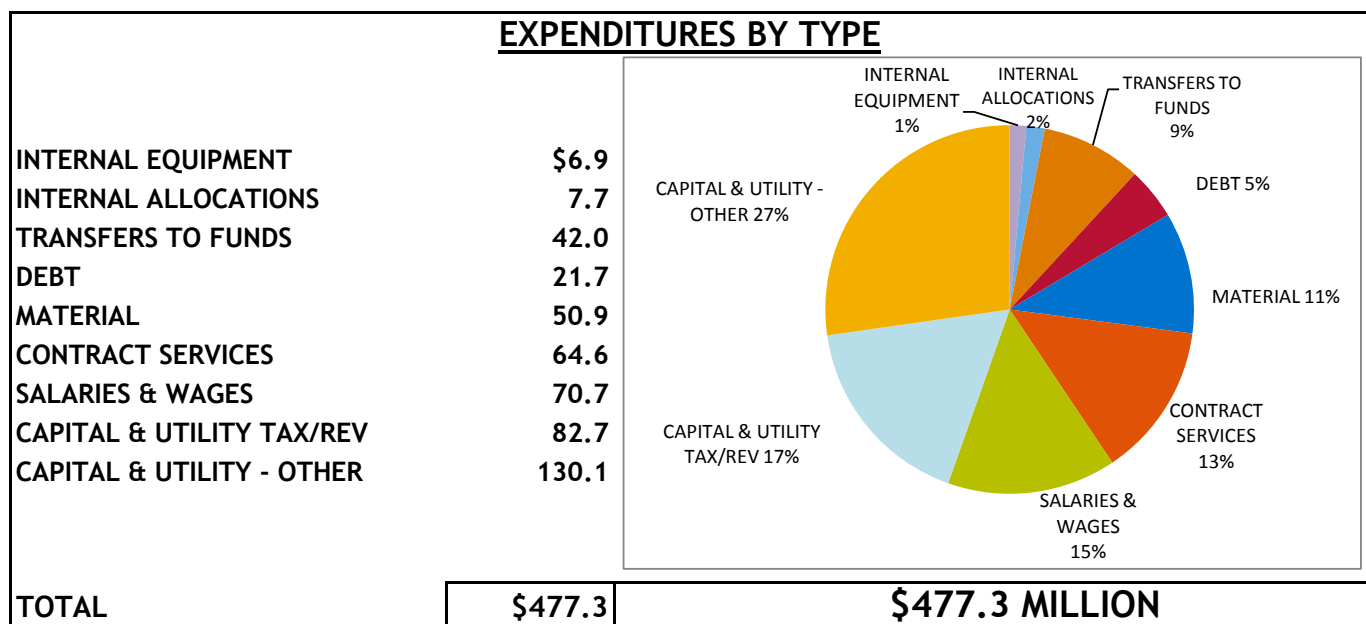
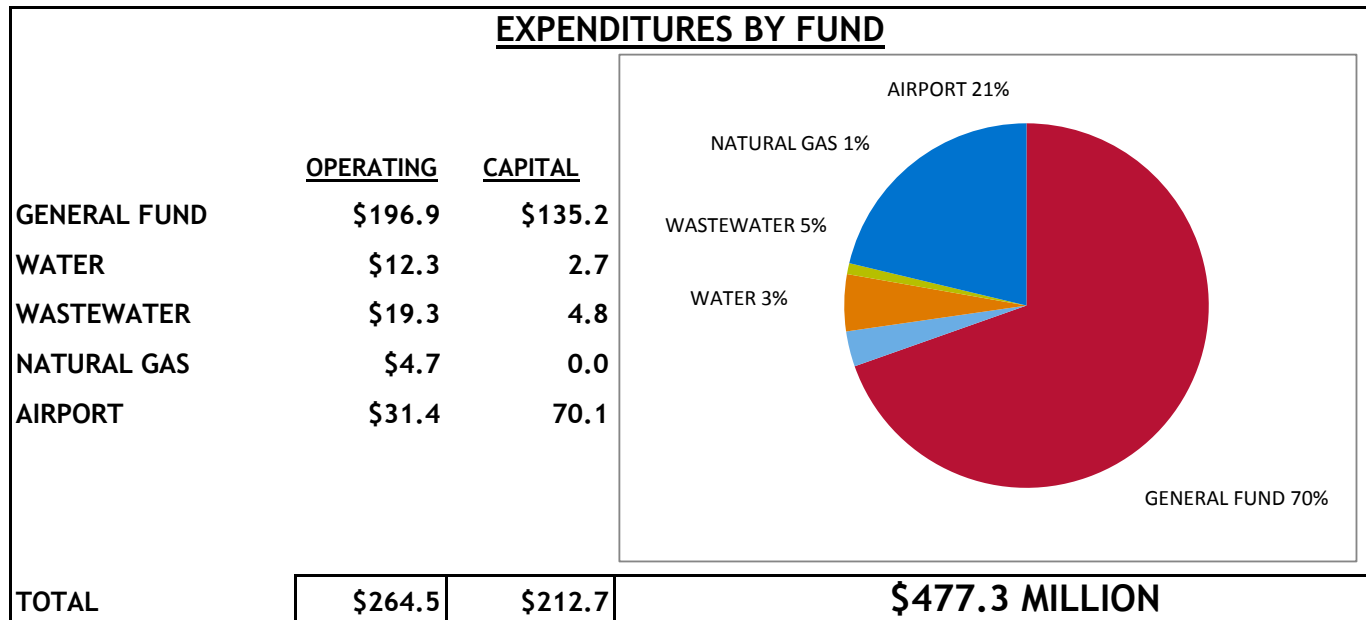
## Analysis of Total Revenues (in Millions)

TAXATION	113.5
PARCEL TAXES	3.5
FEES AND CHARGES	102.9
GRANTS	33.0
INTERDEPT. TRANSFERS	8.3
RESERVES AND SURPLUS	132.7
DEBENTURE/BORROWING	59.3
OTHER REVENUE	14.9
GENERAL REVENUES <i>(Excluding Fees and Charges)</i>	9.2
<b>TOTAL</b>	<b>\$477.3 MILLION</b>

### PERCENTAGE OF TOTAL REVENUE



## Analysis of Total Expenditures (in Millions)



# Using the Tax Dollar

BASED ON A 2015 AVERAGE SINGLE FAMILY DETACHED RESIDENCE

ASSESSED PROPERTY VALUE OF \$467,730

(Municipal Portion of Taxes)

SERVICE AREA	COST	PERCENT OF TOTAL	PERCENT IN 2014
POLICE SERVICES	\$487.38	25.0 %	24.3 %
FIRE DEPARTMENT	238.98	12.2	11.9
CIVIC OPERATIONS			
Street Lights	36.10	1.9	1.7
Building Services	169.92	8.7	6.8
Parks Services	208.28	10.7	11.6
Transportation Services	207.11	10.6	12.0
Utility Services	34.04	1.7	1.2
PLANNING & DEVELOPMENT	104.81	5.4	6.0
ACTIVE LIVING & CULTURAL SERVICES	77.02	4.0	3.8
REGIONAL PROGRAMS	7.62	0.4	0.4
PUBLIC TRANSIT	107.04	5.5	5.5
DEBT	58.67	3.0	2.0
GRANTS OR TRANSFERS TO EXTERNAL ORGANIZATIONS OR INDIVIDUALS	49.81	2.6	2.6
WASTE COLLECTION & DISPOSAL	162.78	8.3	10.2
<b>TOTAL</b>	<b>\$1,949.54</b>	<b>100.0 %</b>	<b>100.0 %</b>



# Ongoing Financial Plan Impacts

## 2016 Financial Plan

### ADDITIONAL COST INCREASES

OTHER INCREMENTAL COSTS - 2014	2,200
OTHER INCREMENTAL COSTS - 2015	2,005,946

<b>TOTAL ADDITIONAL COSTS</b>	<b>2,008,146</b>
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<b>TAX IMPACT</b>	<b>1.77%</b>
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### ONE TIME COSTS/REVENUES

MISCELLANEOUS ONE TIME OPERATING COSTS	(658,490)
ONE TIME EXPENDITURE REDUCTION	296,390

<b>TOTAL ONE TIME COSTS</b>	<b>(362,100)</b>
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<b>TAX IMPACT</b>	<b>(0.32%)</b>
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### CAPITAL MAINTENANCE COSTS

TRANSPORTATION	50,000
PARKS	50,000

<b>TOTAL CAPITAL MAINTENANCE COSTS</b>	<b>100,000</b>
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<b>TAX IMPACT</b>	<b>0.09%</b>
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<b>IMPACT ON 2016 BUDGET - SUBTOTAL</b>	<b>1,746,046</b>
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<b>1.54%</b>
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## Financial Plan 2015 - 2019

	2015	2016	2017	2018	2019	2020-2030
<b>REVENUE</b>						
PROPERTY VALUE TAX	113,540,720	120,089,698	125,476,202	130,855,810	136,273,213	1,839,199,613
LIBRARY REQUISITION	5,591,643	5,703,476	5,817,545	5,933,896	6,052,574	75,125,094
PARCEL TAXES	3,473,943	2,942,772	2,674,415	2,396,607	2,090,899	19,727,972
FEES AND CHARGES	102,907,923	106,013,278	108,283,875	110,039,824	111,864,587	1,391,133,827
BORROWING PROCEEDS	59,288,530	5,215,000	4,965,000	2,383,230	10,724,537	12,469,983
OTHER SOURCES	59,827,214	51,124,622	46,733,216	46,311,272	61,829,753	598,866,212
	344,629,973	291,088,846	293,950,253	297,920,639	328,835,563	3,936,522,701
<b>TRANSFERS BETWEEN FUNDS</b>						
RESERVE FUNDS	1,653,356	3,013,251	2,208,084	2,207,892	2,207,693	14,717,192
DCC FUNDS	17,142,625	15,013,214	17,321,869	11,885,317	15,713,703	181,903,245
SURPLUS/RESERVE ACCOUNTS	113,860,679	42,278,104	45,665,411	31,180,888	37,526,036	348,349,967
	132,656,660	60,304,569	65,195,364	45,274,097	55,447,432	544,970,404
<b>TOTAL REVENUE</b>	<b>477,286,633</b>	<b>351,393,415</b>	<b>359,145,617</b>	<b>343,194,736</b>	<b>384,282,995</b>	<b>4,481,493,105</b>
<b>EXPENDITURES</b>						
MUNICIPAL DEBT						
DEBT INTEREST	10,193,350	12,362,854	13,276,857	13,253,915	9,893,679	78,663,045
DEBT PRINCIPAL	11,544,185	13,512,272	13,552,650	14,860,122	11,726,984	68,360,132
CAPITAL EXPENDITURES	212,795,590	80,488,880	84,445,232	57,083,534	96,307,474	883,730,607
OTHER MUNICIPAL PURPOSES						
GENERAL GOVERNMENT	25,747,596	26,256,230	26,961,066	27,668,829	28,392,010	366,427,885
PLANNING, DEVELOPMENT &						
BUILDING SERVICES	22,737,066	21,149,333	21,763,831	22,548,852	23,270,002	302,653,793
COMMUNITY SERVICES	73,820,565	75,694,195	77,894,577	80,437,789	82,960,881	1,103,006,885
PROTECTIVE SERVICES	48,188,479	50,315,212	51,908,472	54,051,467	55,953,370	752,850,026
UTILITIES	17,916,525	17,270,315	17,664,484	18,110,871	18,593,294	237,673,304
AIRPORT	12,295,780	12,613,871	12,974,070	13,387,781	13,816,273	182,927,959
	435,239,136	309,663,162	320,441,239	301,403,160	340,913,967	3,976,293,636
<b>TRANSFERS BETWEEN FUNDS</b>						
RESERVE FUNDS	14,303,421	13,558,591	13,537,605	13,453,831	13,359,369	139,341,650
DCC FUNDS	-	-	-	-	-	-
SURPLUS/RESERVE ACCOUNTS	27,744,076	28,171,662	25,166,773	28,337,745	30,009,659	365,857,819
	42,047,497	41,730,253	38,704,378	41,791,576	43,369,028	505,199,469
<b>TOTAL EXPENDITURES</b>	<b>477,286,633</b>	<b>351,393,415</b>	<b>359,145,617</b>	<b>343,194,736</b>	<b>384,282,995</b>	<b>4,481,493,105</b>





## 2015 FINANCIAL PLAN VOLUME 3

Detailed Requests  
General & Utility Funds  
Operating & Capital

# 2015 Operating Requests

## FINAL Budget Summary General Fund

Page	Description	Cost	Reserve	Borrow	Gov/Contr	Revenue	Utility	Taxation	Cat
<b><u>Civic Operations Division</u></b>									
3	H2O - Flowrider	40,760	(40,760)	0	0	0	0	0	OT
Division Priority Total		40,760	(40,760)	0	0	0	0	0	
<b><u>Corporate &amp; Protective Services Division</u></b>									
<b><u>Revenue &amp; Fees</u></b>									
3	Climate Action Revenue Incentive	0	(3,740)	0	3,740	0	0	0	OG
4	FortisBC Gas Franchise Fee	0	0	0	0	(225,710)	0	225,710	OG
Department Priority Total		0	(3,740)	0	3,740	(225,710)	0	225,710	
<b><u>Corporate &amp; Protective Services Division</u></b>									
<b><u>Debt &amp; Other</u></b>									
4	Debt Changes - General Fund	(32,640)	0	0	0	0	0	32,640	OG
5	Transmission of Taxes - Governments	100,834,350 0	0	0	0	(100,834,350)	0	0	OT
Department Priority Total		100,801,710	0	0	0	(100,834,350)	0	32,640	
Total Priority Operating		100,842,470	(44,500)	0	3,740	(101,060,060)	0	258,350	





## 2015 Operating Request Details

Division:	Civic Operations	Priority:	1
Department:	Building Services		ONE-TIME
Title:	H2O - Flowrider		NEW

**Justification:**

The 100 horsepower pump for the H2O flow rider failed in early January 2015. The cost for repairs was significant due to the need to remove the pump and rewind the motor. Repairs have been completed and the flow rider has been returned to service. This request is to approve funding for the repairs from the H2O reserve.

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Strategic Objective: Deliver on Our Plan

	Cost	Reserve	Borrow	Fed/Prov	Dev/Com	Revenue	Utility	Taxation
2015	40,760	(40,760)	0	0	0	0	0	0

Division:	Corporate & Protective Services	Priority:	1
Department:	Financial Services		ON-GOING
Title:	Climate Action Revenue Incentive		EXISTING

**Justification:**

The City of Kelowna will receive 100% of the Carbon Tax paid on direct expenditures of fossil fuels from the Province of British Columbia as part of the Climate Action Revenue Incentive Program.

The funds received are being reserved so that they can be used towards future energy reduction initiatives. The 2015 Base Budget is \$238,570. This request will reduce the revenue budget, for a total of \$234,830 to match the 2014 claim amount received.

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Strategic Objective: Deliver on Our Plan

	Cost	Reserve	Borrow	Fed/Prov	Dev/Com	Revenue	Utility	Taxation
2015	0	(3,740)	0	3,740	0	0	0	0
2016	0	(3,740)	0	3,740	0	0	0	0
2017	0	(3,740)	0	3,740	0	0	0	0

## 2015 Operating Request Details

Division:	Corporate & Protective Services	Priority:	1
Department:	Financial Services		ON-GOING
Title:	FortisBC Gas Franchise Fee		EXISTING

### Justification:

This request is to adjust the franchise fee revenue due from FortisBC up to \$1,345,130 from the 2015 provisional amount of \$1,119,420. The fee is based on 3% of the gross revenues from natural gas sales within the City of Kelowna during the 2014 calendar year.

Strategic Objective: Deliver on Our Plan

	Cost	Reserve	Borrow	Fed/Prov	Dev/Com	Revenue	Utility	Taxation
2015	0	0	0	0	0	(225,710)	0	225,710
2016	0	0	0	0	0	(225,710)	0	225,710
2017	0	0	0	0	0	(225,710)	0	225,710

Division:	Corporate & Protective Services	Priority:	1
Department:	Financial Services		ON-GOING
Title:	Debt Changes - General Fund		NEW

### Justification:

To adjust the General Fund for changes in borrowing. An interest rate was reset for two Municipal Finance Authority (MFA) issues, reducing interest payable. In addition, costs for the Lawrence Ave local area service were less than anticipated, reducing estimated principal and interest payments.

Strategic Objective: Deliver on Our Plan

	Cost	Reserve	Borrow	Fed/Prov	Dev/Com	Revenue	Utility	Taxation
2015	(32,640)	0	0	0	0	0	0	32,640
2016	(32,640)	0	0	0	0	0	0	32,640
2017	(32,640)	0	0	0	0	0	0	32,640

## 2015 Operating Request Details

Division:	Corporate & Protective Services	Priority:	1
Department:	Financial Services		ONE-TIME
Title:	Transmission of Taxes - Governments		EXISTING

**Justification:**

To establish the receipt and disbursement of taxes to other governments.

	2014.....	2015(est.)
RDCO.....	9,799,601	10,262,617
RDCO SIR Land Levy.....	715,400	719,379
RDCO SIR Parcel Tax.....	344,695	336,119
BC Assessment Auth.....	2,003,333	2,020,908
School Tax.....	68,100,545	69,427,986
Kelowna Downtown BIA.....	792,745	804,276
Uptown Rutland Assoc.....	166,000	169,300
Regional Hospital.....	10,900,888	11,330,950
Okanagan Regional Lib.....	5,422,208	5,591,643
RDCO Mosquito Control Levy.....	170,451	171,172
<b>Total</b>	<b>\$98,415,866</b>	<b>\$100,834,350</b>

Strategic Objective: Deliver on Our Plan

	Cost	Reserve	Borrow	Fed/Prov	Dev/Com	Revenue	Utility	Taxation
2015	100,834,350	0	0	0	0	(100,834,350)	0	0





# 2015 Operating Requests

## FINAL Budget Summary Utility Funds

Page	Description	Cost	Reserve	Borrow	Gov/Contr	Revenue	Utility	Cat
<b><u>Water</u></b>								
9	Debt Changes - Water	(1,630)	0	0	0	0	1,630	OG
9	Value Planning Review of Kelowna Water Systems	250,000	(250,000)	0	0	0	0	OT
Department Priority Total		248,370	(250,000)	0	0	0	1,630	
<b><u>Wastewater</u></b>								
10	Debt Changes - Wastewater	(883,930)	0	0	0	0	883,930	OG
Department Priority Total		(883,930)	0	0	0	0	883,930	
Total Priority Operating		(635,560)	(250,000)	0	0	0	885,560	



## 2015 Operating Request Details

Division:	Civic Operations	Priority:	1
Department:	Utility Services		ON-GOING
Title:	Debt Changes - Water		NEW

### Justification:

To adjust the Water Fund for changes in borrowing. An interest rate was reset for two Municipal Finance Authority (MFA) issues, reducing interest payable.

---

Strategic Objective: Deliver on Our Plan

	Cost	Reserve	Borrow	Fed/Prov	Dev/Com	Revenue	Utility
2015	(1,630)	0	0	0	0	0	1,630
2016	(1,630)	0	0	0	0	0	1,630
2017	(1,630)	0	0	0	0	0	1,630

---

Division:	Infrastructure	Priority:	1
Department:	Utility Planning - General		ONE-TIME
Title:	Value Planning Review of Kelowna Water Systems		NEW

### Justification:

In order to obtain grant funding for water quality projects within Kelowna, a value planning exercise is required by the Province. The Value Planning process/exercise will examine objectives, concepts and projects within the 2012 Kelowna Integrated Water Supply Plan and explore the best lowest cost solutions for supplying potable water within the entire City. Future grant applications will be based on the outcome of the Value Planning exercise.

---

Strategic Objective: Deliver on Our Plan

	Cost	Reserve	Borrow	Fed/Prov	Dev/Com	Revenue	Utility
2015	250,000	(250,000)	0	0	0	0	0

## 2015 Operating Request Details

Division:	Civic Operations	Priority:	1
Department:	Utility Services		ON-GOING
Title:	Debt Changes - Wastewater		NEW

**Justification:**

To adjust the Wastewater Fund for changes in borrowing. An interest rate was reset for two Municipal Finance Authority (MFA) issues, reducing interest payable. In addition three issues have retired, eliminating principal and interest payments owing.

---

Strategic Objective:    Deliver on Our Plan

---

	Cost	Reserve	Borrow	Fed/Prov	Dev/Com	Revenue	Utility
2015	(883,930)	0	0	0	0	0	883,930
2016	(883,930)	0	0	0	0	0	883,930
2017	(883,930)	0	0	0	0	0	883,930

---

# 2015 Capital Requests

## FINAL Budget

### Summary

#### General Fund

Page	Project	Description	Asset Cost	Reserve	Borrow	Fed/Prov	Dev/Com	Utility	Taxation
<b>Building Capital - Priority 1</b>									
13	3088	Cameron House, Structural Repairs	(200,000)	0	0	0	0	0	200,000
13	3209	Rutland Arena - Domestic Hot Water System	140,000	(140,000)	0	0	0	0	0
Cost Center Totals			(60,000)	(140,000)	0	0	0	0	200,000
<b>Transportation Capital - Priority 1</b>									
14	302603R	Rose 1 DCC, Rose/Richter Intersection	380,000	(380,000)	0	0	0	0	0
14	3210	Stewart 3 DCC Road	200,000	(169,040)	0	0	0	0	(30,960)
Cost Center Totals			580,000	(549,040)	0	0	0	0	(30,960)
<b>Information Services Capital - Priority 1</b>									
15	2855	Document Management, Project Support	180,000	(180,000)	0	0	0	0	0
Cost Center Totals			180,000	(180,000)	0	0	0	0	0
Grand Total			700,000	(869,040)	0	0	0	0	169,040





## 2015 Capital Request Details

Department:	Capital Projects	Priority:	1
Cost Center:	Building Capital		
Title:	Cameron House, Structural Repairs		(\$200,000)

**Justification:**

The complexity of restoring this heritage asset will require additional time to properly scope, find appropriate solutions and mitigate risks and so construction will not occur in 2015. Additional time will benefit the project for developing cost estimates, a procurement strategy and potentially securing supplementary funding from senior levels of governments. The request is to remove the \$200,000 that was presented in the 2015 Provisional Budget and have staff put forward an updated capital request for 2016.

---

**Project Driver:** Asset Preservation (renewal and replacement to achieve anticipated service life).

---

**Strategic Objective:** Grow our Economy

---

Asset Cost	Reserve	Borrow	Fed/Prov	Dev/Com	Utility	Taxation
(200,000)	0	0	0	0	0	200,000

---

Department:	Capital Projects	Priority:	1
Cost Center:	Building Capital		
Title:	Rutland Arena - Domestic Hot Water System		\$140,000

**Justification:**

The Domestic Hot Water system serving the West and East dressing rooms is extremely old and has reached the end of its service life. Ongoing operational issues included unreliable hot water for showers and constant system leaks due to failing pipes. Design drawings have been completed and are ready for tender contingent on budget approval.

---

**Project Driver:** Asset Preservation (renewal and replacement to achieve anticipated service life).

---

**Strategic Objective:** Deliver on Our Plan

---

Asset Cost	Reserve	Borrow	Fed/Prov	Dev/Com	Utility	Taxation
140,000	(140,000)	0	0	0	0	0

---

## 2015 Capital Request Details

Department:	Capital Projects	Priority:	1
Cost Center:	Transportation Capital		
Title:	Rose 1 DCC, Rose/Richter Intersection		\$380,000

**Justification:**

This project currently has an approved budget of \$610,000 in the 2015 Provisional Budget. However, the recently completed detailed design identified a major utility relocation required by FortisBC at a cost of \$200,000, additional land acquisition required on the northeast corner of the intersection at a cost of \$50,000 as well as updated construction costs. Therefore, an additional \$380,000 is requested to allow completion the project in 2015 as planned.

---

**Project Driver:** Level of service enhancements (functional efficiency and levels of service increases).

---

**Strategic Objective:** Deliver on Our Plan

---

Asset Cost	Reserve	Borrow	Fed/Prov	Dev/Com	Utility	Taxation
380,000	(380,000)	0	0	0	0	0

---

Department:	Capital Projects	Priority:	1
Cost Center:	Transportation Capital		
Title:	Stewart 3 DCC Road		\$200,000

**Justification:**

In the January 12, 2015 Council Report, South Perimeter Road was identified to be delivered in 2017. As a result, \$200,000 is requested for a preliminary design to be completed so the land acquisition and other items can be identified in preparation for detailed design and construction.

The total project cost is \$6,443,200 in the DCC Roads Program and will primarily be financed from Sector A and B reserves.

---

**Project Driver:** Level of service enhancements (functional efficiency and levels of service increases).

---

**Strategic Objective:** Deliver on Our Plan

---

Asset Cost	Reserve	Borrow	Fed/Prov	Dev/Com	Utility	Taxation
200,000	(169,040)	0	0	0	0	(30,960)

---

## 2015 Capital Request Details

Department:	Capital Projects	Priority:	1
Cost Center:	Information Services Capital		
Title:	Document Management, Project Support		\$180,000

**Justification:**

In order to complete the phased migration of corporate electronic records to the Microsoft SharePoint platform within the stated project timelines, additional funding is required. The project is now in the implementation phase and 4 of the 8 divisions are either live, using SharePoint for their corporate electronic records or are in the going live phase. Based on the success of the current schedules, it is anticipated, with the additional resources, a December completion is achievable. The additional budget would also allow us to extend the role of the project manager and the trainer to one quarter beyond the projected end date of implementation with the purpose to conclude outstanding work for maximum utilization and adoption of the product. And finally it would allow the City to supplement system support to ensure schedules are maintained and the technical infrastructure can support ongoing utilization.

---

**Project Driver:** Level of service enhancements (functional efficiency and levels of service increases).

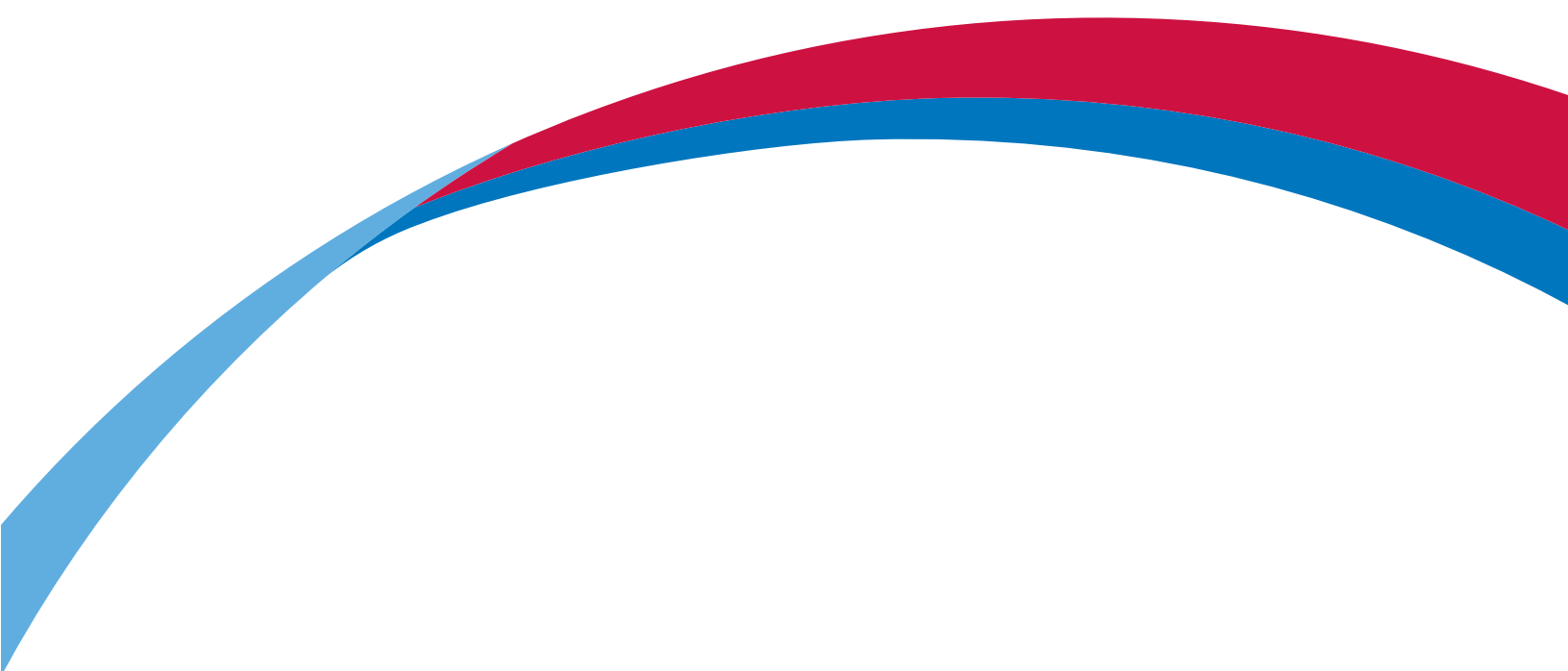
---

**Strategic Objective:** Deliver on Our Plan

---

Asset Cost	Reserve	Borrow	Fed/Prov	Dev/Com	Utility	Taxation
180,000	(180,000)	0	0	0	0	0

---



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1435 Water Street  
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**[kelowna.ca](http://kelowna.ca)**



# 2015 FINAL BUDGET & 5 YEAR FINANCIAL PLAN MAY 4, 2015



# OUTLINE

1. Regulatory Authority
2. Provisional Budget
3. Final Budget
4. 5 Year Financial Plan
5. Taxation Impacts

# REGULATORY AUTHORITY

CC - Section 165, Financial Plan, 5  
Year Financial Plan Bylaw

CC - Section 165, Financial Plan,  
Objectives and Policies

CC - Section 197, Annual Property Tax  
Bylaw, Tax rates prior to May 15th

# PROVISIONAL BUDGET

## Provisional Tax Demand

**\$113.97 Million**

Protective Services: Bldg & Contract

**1.77%**

Other

**1.69%**

Tax Increase

**3.46%**

# FINAL BUDGET

Provisional Tax Demand

**\$113.97 Million**

Operating Requests

**(\$258,350)**

Capital Requests

**(\$169,040)**

2015 Final Tax Demand

**\$113.54 Million**

Net property owner impact

**3.20%**

Protective Services: Bldg & Contract

**1.77%**

Other

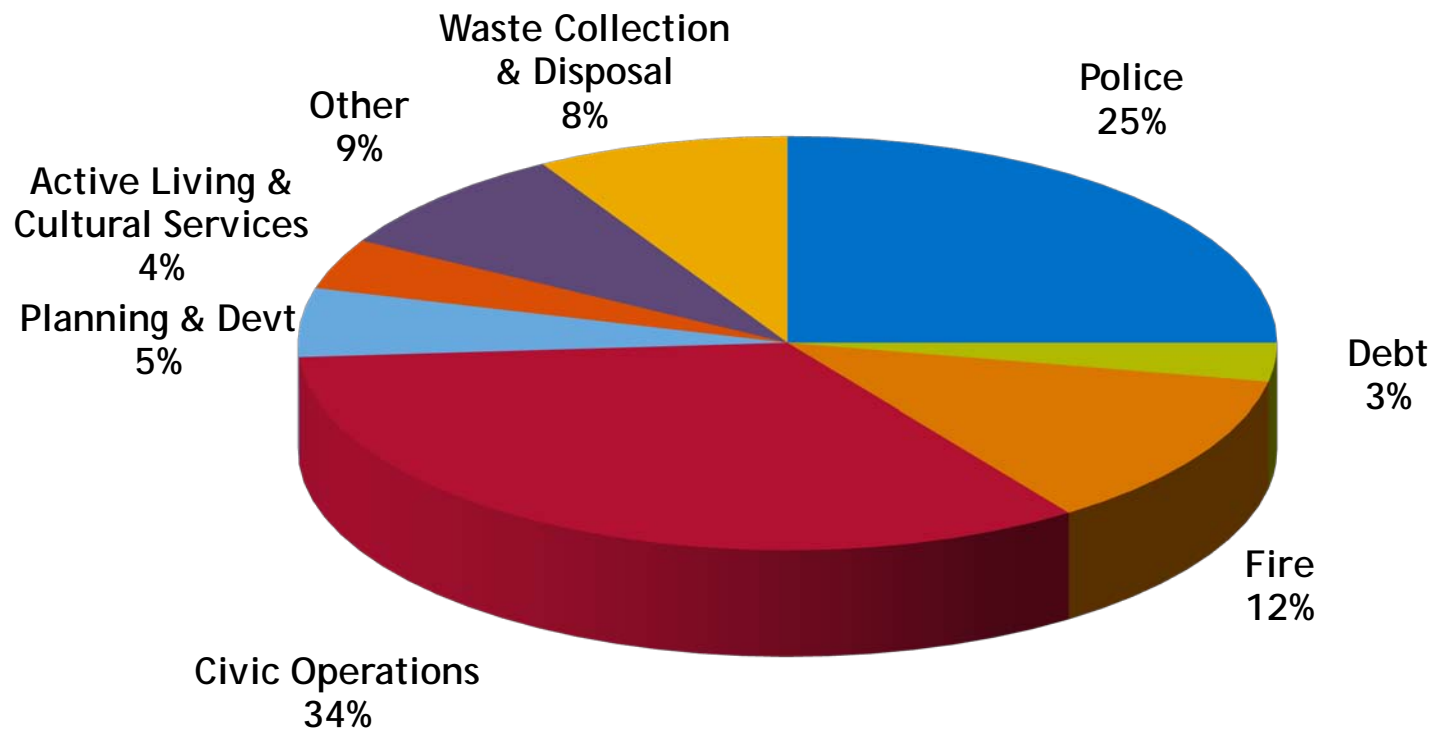
**1.43%**



# FINAL BUDGET - UTILITIES

- ▶ Water & Wastewater
  - ▶ 3 operating requests
- ▶ Airport
  - ▶ No final budget requests

# FINAL BUDGET



## ALLOCATION OF TAX DOLLARS

# FINAL BUDGET

Additional cost increase

\$2,008,146

One time costs

(362,100)

Capital maintenance

100,000

**Total**

**\$1,746,046**

**Impact on 2016 Budget**

**1.54%**

# 5 YEAR FINANCIAL PLAN

(Millions)

	2015	2016	2017	2018	2019
<b>General Revenues</b>	(\$11.9)	(12.2)	(12.5)	(12.8)	(13.1)
<b>Net Operating Budget</b>	\$112.7	118.9	123.8	128.7	133.5
<b>Pay-as-you-go Capital</b>	\$12.7	13.4	14.2	14.9	15.8
<b><i>Taxation Demand</i></b>	<b>\$113.5</b>	<b>120.1</b>	<b>125.5</b>	<b>130.8</b>	<b>136.2</b>
<b><i>Property Owner Impact</i></b>	<b>3.2%</b>	<b>4.4%</b>	<b>3.2%</b>	<b>3.2%</b>	<b>3.1%</b>

# 5 YEAR FINANCIAL PLAN

5 YEAR FIN'L PLAN (\$M)	2015	2016	2017	2018	2019
<b><u>REVENUE SOURCES</u></b>					
PROPERTY VALUE TAX	113.5	120.1	125.4	130.9	136.2
LIBRARY REQUISITION	5.6	5.7	5.8	5.9	6.1
PARCEL TAXES	3.4	3.0	2.7	2.4	2.1
FEES AND CHARGES	102.9	106.0	108.3	110.0	111.9
BORROWING PROCEEDS	59.3	5.2	5.0	2.4	10.7
OTHER SOURCES	59.9	51.1	46.7	46.3	61.8
	344.6	291.1	293.9	297.9	328.8
<b><u>TRANSFERS BETWEEN FUNDS</u></b>					
RESERVES	132.6	60.3	65.2	45.3	55.4
<b>TOTAL REVENUE</b>	<b>477.2</b>	<b>351.4</b>	<b>359.1</b>	<b>343.2</b>	<b>384.2</b>
<b><u>EXPENDITURES</u></b>					
MUNICIPAL DEBT	21.7	25.9	26.8	28.1	21.6
CAPITAL EXPENDITURES	212.8	80.5	84.5	57.1	96.3
OTHER MUNICIPAL PURPOSES	200.7	203.3	209.1	216.2	223.0
	435.2	309.7	320.4	301.4	340.9
<b><u>TRANSFERS BETWEEN FUNDS</u></b>					
RESERVES	42.0	41.7	38.7	41.8	43.3
<b>TOTAL EXPENDITURES</b>	<b>477.2</b>	<b>351.4</b>	<b>359.1</b>	<b>343.2</b>	<b>384.2</b>

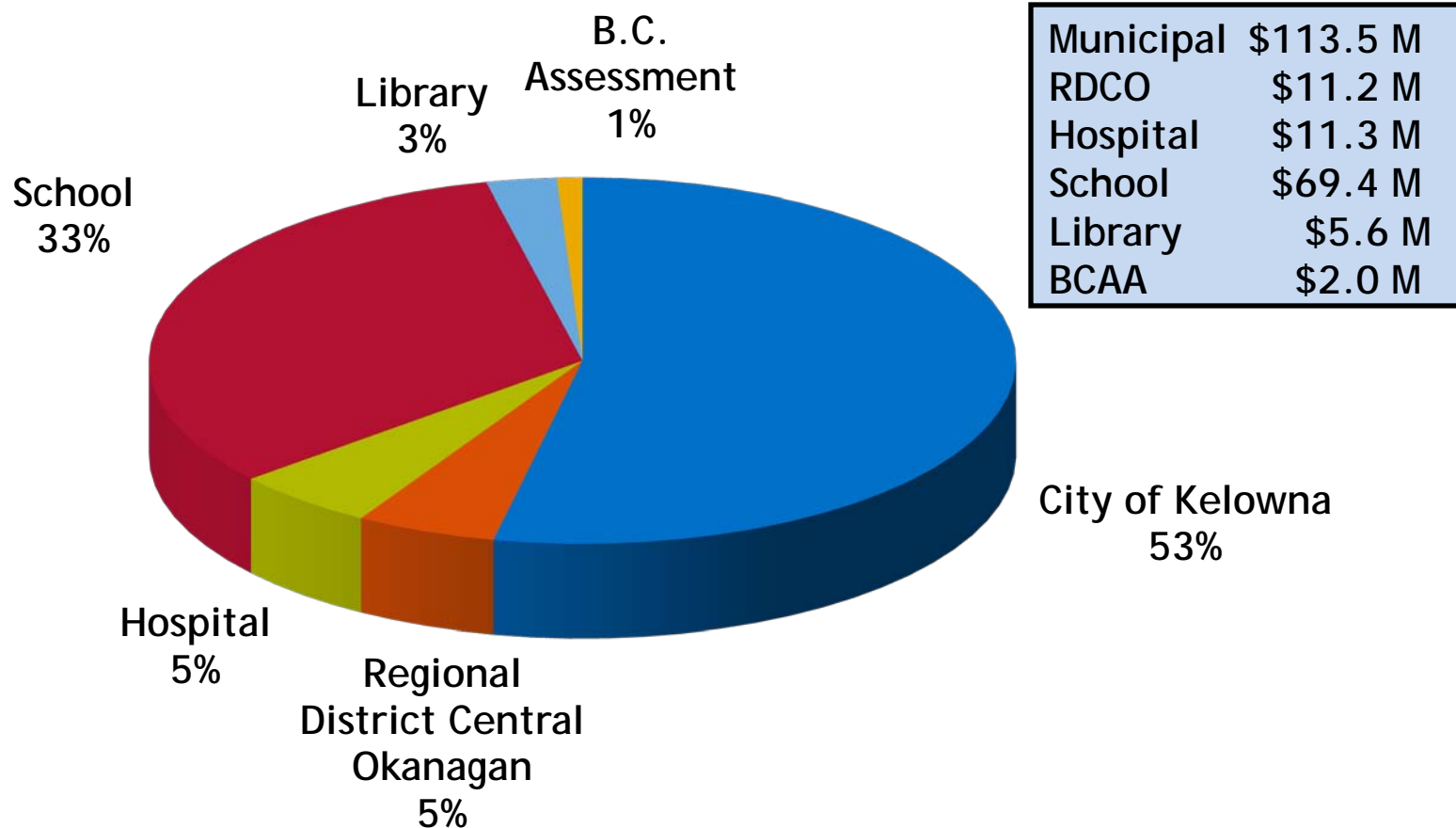


# 5 YEAR FINANCIAL PLAN

## Objectives and Policies

1. Funding Sources
2. Distribution of Property Tax
3. Permissive Tax Exemptions

# TAXATION IMPACTS



Municipal	\$113.5 M
RDCO	\$11.2 M
Hospital	\$11.3 M
School	\$69.4 M
Library	\$5.6 M
BCAA	\$2.0 M

**TOTAL \$213 MILLION**  
129

# TAX IMPACTS

RESIDENTIAL	2015	Difference	Change
Assessed value	\$467,730	\$16,380	3.63%
Municipal	\$1,950	\$20.42	1.06%
School (Net)	\$169	\$18.41	12.25%
Others	<u>\$445</u>	<u>\$8.90</u>	<u>2.04%</u>
<i>Total tax levy</i>	<i>\$2,564</i>	<i>\$47.73</i>	<i>1.90%</i>

# TAX IMPACTS

BUSINESS	2015	Difference	Change
Assessed value	\$1.23M	\$18,900	1.56%
Municipal	\$10,029	\$310.97	3.20%
School	\$ 7,423	\$145.57	2.0%
Others	<u>\$ 2,831</u>	<u>\$ 8.84</u>	<u>0.31%</u>
Total tax levy	\$20,283	\$465.38	2.35%

## ▶ QUESTIONS

- ▶ Review Final Budget Requests



# CITY OF KELOWNA

## BYLAW NO. 11084

### Annual Tax Rates Bylaw, 2015

---

WHEREAS the Letters Patent dated the Twenty-fifth day of April, 1973 for the City of Kelowna provides for differing levels of taxation taking into consideration the extent of level of services being provided to different areas within the municipality.

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

1. The following rates are hereby imposed and levied for the taxation year 2015:
  - (a) For all lawful General purposes of the municipality on the assessed value of land and improvements taxable for general municipal purposes, rates appearing in column "A" of Schedule 1 of this Bylaw;
  - (b) For Debt purposes on the assessed value of land and improvements taxable for general municipal purposes, rates appearing in column "B" of Schedule 1 of this Bylaw;
  - (c) For purposes of the Okanagan Regional Library on the assessed value of land and improvements taxable for Regional Library purposes, rates appearing in column "C" of Schedule 1 of this Bylaw;
  - (d) For Hospital purposes on the assessed value of land and improvements taxable for Regional Hospital District purposes, rates appearing in column "D" of Schedule 1 of this Bylaw;
  - (e) For purposes of the Regional District of Central Okanagan on the assessed value of land and improvements taxable for Regional District purposes, rates appearing in column "E" of Schedule 1 of this Bylaw;
  - (f) For purposes of the Regional District of Central Okanagan on the assessed value of land only for the Regional District of Central Okanagan Sterile Insect Release Program, rates appearing in column "F" of Schedule 1 of this Bylaw; and
  - (g) For Local Service Area purposes on the assessed value of land and improvements taxable for general municipal purposes, rates appearing in columns "A" and "B" of Schedule 2 of this Bylaw.
2. This bylaw may be cited as "Annual Tax Rates Bylaw, 2015 No. 11084".

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

Adopted by the Municipal Council of the City of Kelowna this

---

Mayor

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City Clerk

**SCHEDULE 1****CITY OF KELOWNA****GENERAL MUNICIPAL, DEBT, HOSPITAL AND REGIONAL DISTRICT  
TAX RATES - 2015**

PROPERTY CLASS		TAX RATES (DOLLAR OF TAX PER \$1,000 TAXABLE VALUE)					TAXABLE LAND ONLY
		A GENERAL MUNICIPAL	B DEBT	C LIBRARY	D REGIONAL HOSPITAL DISTRICT	E REGIONAL DISTRICT	F REGIONAL DISTRICT SIR
01	Residential	3.6977	0.1236	0.1877	0.3566	0.3273	0.0447
02	Utilities	18.9680	0.6342	0.9626	1.2480	1.1456	0.1565
03	Supportive Housing	3.6977	0.1236	0.1877	0.3566	0.3273	0.0447
04	Major Industrial	12.8761	0.4305	0.6535	1.2124	1.1129	0.1520
05	Light Industrial	7.8789	0.2634	0.3999	1.2124	1.1129	0.1520
06	Business/Other	7.8789	0.2634	0.3999	0.8736	0.8019	0.1095
08	Recreation/Non-Profit	3.6977	0.1236	0.1877	0.3566	0.3273	0.0447
09	Farm:						
	a) Land	0.4613	0.0154	0.0233	0.3566	0.3273	0.0447
	b) Improvements	1.8052	0.0604	0.0916	0.0000	0.0000	0.0000

**SCHEDULE 2**

**CITY OF KELOWNA**

**2015 LOCAL SERVICE AREA TAX RATES**

<b>PROPERTY CLASS</b>	<b>A</b>	<b>B</b>
	<b>DOWNTOWN BUSINESS IMPROVEMENT AREA</b>	<b>UPTOWN RUTLAND BUSINESS IMPROVEMENT AREA</b>
1. RESIDENTIAL	0	0
2. UTILITY	0	0
4. INDUSTRIAL - MAJOR	0	0
5. INDUSTRIAL - LIGHT	1.5280	1.3035
6. BUSINESS	1.5280	1.3035
7. TREE FARM	0	0
8. SEASONAL	0	0
9. FARM		
a) LAND	0	0
b) IMPROVEMENT	0	0

# CITY OF KELOWNA

## BYLAW NO. 11085

### Development Cost Charge Reserve Fund Expenditure Bylaw, 2015

---

WHEREAS, there is an unappropriated balance in the Development Cost Charge Reserve Fund established under Bylaw No. 7112, which has most recently been replaced by Bylaw No. 9095, of Eighteen Million, One Hundred and Forty Eight Thousand, Eight Hundred and Forty Three Dollars (\$ 18,148,843.00) as at January 1<sup>st</sup>, 2015.

AND WHEREAS, it is deemed desirable to expend a portion of the monies set aside under said Bylaw No. 7112, which has most recently been replaced by Bylaw No. 9095, for the purpose of utility, road and land improvement and additions;

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

1. The sum of Eighteen Million, One Hundred and Forty Eight Thousand, Eight Hundred and Forty Three Dollars (\$18,148,843.00) is hereby appropriated from the Development Cost Charge Reserve Fund to be expended in 2015 for the following purposes:

Land for Park Purposes	\$500,000.00
Road Construction	\$10,183,132.00
Water Mains, Pump Stations & Reservoir Construction	\$1,026,110.00
Wastewater Trunks, Plant & Debt Repayment	\$6,439,601.00
	<u>\$ 18,148,843.00</u>

2. The expenditure to be carried out by the monies hereby appropriated shall be more particularly specified and authorized by resolution of Council.
3. Should any of the above remain unexpended after the expenditures hereby authorized have been made, the unexpended balance shall be returned to the credit of the Development Cost Charge Reserve Fund.
4. This bylaw may be cited as the "Development Cost Charge Reserve Fund Expenditure Bylaw, 2015, No. 11085".

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

Adopted by the Municipal Council of the City of Kelowna this

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Mayor

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City Clerk

# CITY OF KELOWNA

## BYLAW NO. 11086

### Sale of City-Owned Land Reserve Fund Expenditure Bylaw, 2015

---

WHEREAS, there is an unappropriated balance in the Sale of City-Owned Land Reserve Fund of Fifteen Million, Seven Hundred Fifty Nine Thousand, One Hundred and Sixty Two Dollars (\$15,759,162.00) as at January 1<sup>st</sup>, 2015.

AND WHEREAS, it is deemed desirable to expend a portion of the monies set aside under said Sale of City-Owned Land Reserve Fund for the purpose of land purchases and enhancements set out below;

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

1. The sum of Fifteen Million, Seven Hundred Fifty Nine Thousand, One Hundred and Sixty Two Dollars (\$15,759,162.00) as at January 1<sup>st</sup>, 2015 is hereby appropriated from the Sale of City-Owned Land Reserve Fund to be expended in 2015 for the following purposes:

General Land Acquisition	\$ 11,691,751.00
Parks Land	\$ 2,206,766.00
Housing Opportunity	\$1,860,645.00
	<u>\$ 15,759,162.00</u>

2. The expenditure to be carried out by the monies hereby appropriated shall be more particularly specified and authorized by resolution of Council.
3. Should any of the above remain unexpended after the expenditures hereby authorized have been made, the unexpended balance shall be returned to the credit of the City-Owned Land Reserve Fund.
4. This bylaw may be cited as the "Sale of City-Owned Land Reserve Fund Expenditure Bylaw, 2015, No. 11086".

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

Adopted by the Municipal Council of the City of Kelowna this

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Mayor

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City Clerk



**CITY OF KELOWNA**  
**BYLAW NO. 11087**  
**Tax Structure Bylaw, 2015**

---

WHEREAS the Letters Patent of the City of Kelowna provide that the municipality may be divided into two (2) or more taxation areas by bylaw adopted prior to the adoption of the Annual Budget Bylaw;

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

1.     **Taxation Area 1**

        All lands and improvement thereon classified for assessment purposes as "Farm".

2.     **Taxation Area 2**

        All lands and improvements thereon not included in Taxation Area 1.

3.     This bylaw shall be applicable for the 2015 taxation year.

4.     This bylaw may be cited for all purposes as "Tax Structure Bylaw, 2015 No. 11087".

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

# CITY OF KELOWNA

## BYLAW NO. 11088

### Five Year Financial Plan 2015-2019

---

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

1. Schedule "A" attached hereto and forming part of this bylaw is hereby declared to be the Five Year Financial Plan of the City of Kelowna for the period January 1<sup>st</sup>, 2015 to and including December 31<sup>st</sup>, 2019.
2. Schedule "B" attached hereto and forming part of this bylaw is hereby declared to be the Statement of Objectives and Policies in accordance with Section 165 (3.1) of the *Community Charter*.
3. This bylaw may be cited for all purposes as the "Five Year Financial Plan Bylaw, 2015-2019, No. 11088".

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

Adopted by the Municipal Council of the City of Kelowna this

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Mayor

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City Clerk

**Schedule "A"**  
**Financial Plan 2015 - 2019**

	2015	2016	2017	2018	2019	2020-2030
<b>REVENUE</b>						
PROPERTY VALUE TAX	113,540,720	120,089,698	125,476,202	130,855,810	136,273,213	1,839,199,613
LIBRARY REQUISITION	5,591,643	5,703,476	5,817,545	5,933,896	6,052,574	75,125,094
PARCEL TAXES	3,473,943	2,942,772	2,674,415	2,396,607	2,090,899	19,727,972
FEES AND CHARGES	102,907,923	106,013,278	108,283,875	110,039,824	111,864,587	1,391,133,827
BORROWING PROCEEDS	59,288,530	5,215,000	4,965,000	2,383,230	10,724,537	12,469,983
OTHER SOURCES	59,827,214	51,124,622	46,733,216	46,311,272	61,829,753	598,866,212
	344,629,973	291,088,846	293,950,253	297,920,639	328,835,563	3,936,522,701
<b>TRANSFERS BETWEEN FUNDS</b>						
RESERVE FUNDS	1,653,356	3,013,251	2,208,084	2,207,892	2,207,693	14,717,192
DCC FUNDS	17,142,625	15,013,214	17,321,869	11,885,317	15,713,703	181,903,245
SURPLUS/RESERVE ACCOUNTS	113,860,679	42,278,104	45,665,411	31,180,888	37,526,036	348,349,967
	132,656,660	60,304,569	65,195,364	45,274,097	55,447,432	544,970,404
<b>TOTAL REVENUE</b>	<b>477,286,633</b>	<b>351,393,415</b>	<b>359,145,617</b>	<b>343,194,736</b>	<b>384,282,995</b>	<b>4,481,493,105</b>
<b>EXPENDITURES</b>						
<b>MUNICIPAL DEBT</b>						
DEBT INTEREST	10,193,350	12,362,854	13,276,857	13,253,915	9,893,679	78,663,045
DEBT PRINCIPAL	11,544,185	13,512,272	13,552,650	14,860,122	11,726,984	68,360,132
CAPITAL EXPENDITURES	212,795,590	80,488,880	84,445,232	57,083,534	96,307,474	883,730,607
<b>OTHER MUNICIPAL PURPOSES</b>						
GENERAL GOVERNMENT	25,747,596	26,256,230	26,961,066	27,668,829	28,392,010	366,427,885
PLANNING, DEVELOPMENT &						
BUILDING SERVICES	22,737,066	21,149,333	21,763,831	22,548,852	23,270,002	302,653,793
COMMUNITY SERVICES	73,820,565	75,694,195	77,894,577	80,437,789	82,960,881	1,103,006,885
PROTECTIVE SERVICES	48,188,479	50,315,212	51,908,472	54,051,467	55,953,370	752,850,026
UTILITIES	17,916,525	17,270,315	17,664,484	18,110,871	18,593,294	237,673,304
AIRPORT	12,295,780	12,613,871	12,974,070	13,387,781	13,816,273	182,927,959
	435,239,136	309,663,162	320,441,239	301,403,160	340,913,967	3,976,293,636
<b>TRANSFERS BETWEEN FUNDS</b>						
RESERVE FUNDS	14,303,421	13,558,591	13,537,605	13,453,831	13,359,369	139,341,650
DCC FUNDS		-	-	-	-	-
SURPLUS/RESERVE ACCOUNTS	27,744,076	28,171,662	25,166,773	28,337,745	30,009,659	365,857,819
	42,047,497	41,730,253	38,704,378	41,791,576	43,369,028	505,199,469
<b>TOTAL EXPENDITURES</b>	<b>477,286,633</b>	<b>351,393,415</b>	<b>359,145,617</b>	<b>343,194,736</b>	<b>384,282,995</b>	<b>4,481,493,105</b>

**Schedule "B"**  
**Statement of Objectives and Policies**

In accordance with Section 165(3.1) of the *Community Charter*, municipalities are required to include in the Five Year Financial Plan, objectives and policies regarding each of the following:

- (a) For each of the funding sources described in Section 165(7) of the *Community Charter*, the proportion of total revenue that is proposed to come from that funding source;
- (b) The distribution of property value taxes among the property classes that may be subject to taxes; and
- (c) The use of permissive tax exemptions.

### **Funding Sources**

Table 1 shows the proportion of total revenue proposed to be raised from each funding source in 2015. Property taxes and fees and charges are two of the largest sources of revenue. Both have advantages in that they are stable, relatively simple to administer and are generally understood by citizens. The City of Kelowna also utilizes funds from reserves and surplus as another main source of financial support. Reserve funds are closely managed to ensure and protect the current and future financial viability of the municipality. Other sources of revenue may be variable and fluctuate from year to year depending on the economic influences and capital programs undertaken by the City.

### **Objectives**

- Investigate other potential funding sources and securing opportunities for additional revenues.
- Begin to decrease the municipality's reliance on property taxes and explore opportunities to increase the percent of total revenue received from user fees and charges and senior government grants.
- Maintain a fees and charges structure whereby increases are applied on a regular basis in line with inflation, while ensuring that service levels remain competitive and affordable.

### **Policies**

- Pursue non-property tax revenues whenever possible through applying for government grants and charging user fees at appropriate levels.
- Perform regular reviews of revenue generating areas for appropriate application of rate increases.
  - Planning and Development Fees.
  - Recreation & Cultural Services - application of BC Consumer Price Index.
  - Utility Revenues - ensure Utilities operate as self supporting enterprise funds.
- Increase provincial and federal grant revenue through maximum utilization of the City's Grant Manager position.

**Table 1: Sources of Revenue**

Revenue Source	Revenue \$ (000's)	% of Revenue
Property Value Tax	113,540	24%
Library Requisition	5,592	1%
Parcel Taxes	3,474	1%
Fees & Charges	102,908	22%
Borrowing Proceeds	59,289	12%
Other Sources	59,827	12%
Reserve Funds/Accounts	132,657	28%
<b>Total</b>	<b>477,287</b>	<b>100%</b>

### **Distribution of Property Tax Rates**

Table 2 outlines the council approved municipal tax distribution policy for 2015 and the relative proportion of tax revenues. Projected revenues from the combined residential, recreational and Non-Profit classes, provides the largest proportion of property tax revenue. This cumulative class represents the largest tax assessment base and hence utilizes the majority of City services.

### **Objectives**

- Provide an effective tax change that is the same for all property classes.

- Ensure that business and light industry property tax ratios remain below the average of BC municipalities with populations greater than 75,000.
- Allow for a maximum ratio cap of 3.00:1 for the Light Industrial/Business class.

#### Policies

- Council will annually review and modify tax class ratios to provide an effective tax change that is the same for all classes.
- The impacts on other property classes from administering a ratio cap on the Light Industrial/Business classes will be reported to Council during the annual Tax Distribution Policy review.
- Regularly review and compare the City's relative position in terms of distribution of taxes to other similarly sized municipalities in British Columbia.

**Table 2: Tax Class Ratios and Projected Revenues**

Property Class	Description	2015 Tax Class Ratios	Tax Revenue (000's)	2014 Tax Class Ratios
01/08/03	Res/Rec/NP/SH	1.0000:1	79,060	1.0000:1
02	Utilities	5.1296:1	530	5.0301:1
04	Major Industrial	3.4822:1	371	3.0908:1
05/06	Light Ind/Bus/Other	2.1307:1	33,103	2.0881:1
09	Farm Land	0.1244:1	10	0.1242:1
91	Farm Improvements	0.4882:1	466	0.4953:1
	<b>Total Revenues</b>		<b>113,540</b>	

#### **Permissive Tax Exemptions**

The City has an existing permissive tax exemption policy which guides the administration and approval of permissive tax exemptions. Some of the eligibility criteria for permissive tax exemptions that are outlined in the policy include the following:

- The applicant must qualify for an exemption under the provisions of the Community Charter.
- The organization receiving an exemption must be a registered non-profit society or registered charity, as the support of the municipality will not be used for commercial and private gain.
- The tax exemption must demonstrate benefit to the community and residents of the City by enhancing the quality of life (spiritually, educationally, socially and culturally), while delivering services economically to the citizens within the community.

The value of tax exemptions provided by Council for 2015 (based on 2014 assessment totals and tax rates) is \$1,886,904. The following breaks down the total into various exemption categories and the exemption value for the category:

Places of Worship - \$281,669

Private schools - \$149,801

Hospitals - \$ 115,548

Special Needs Housing - \$53,202

Social Services - \$180,331

Public Park, Athletic or Recreational - \$441,874

Cultural - \$263,357

Partnering, Heritage or Other Special Exemptions Authority - \$322,249

Revitalization - \$78,873

In order to encourage the restoration and preservation of commercial, industrial and institutional building, properties that meet the criteria outlined in the Heritage Building Tax Incentive Program policy can receive a tax exemption.

The establishment of the Revitalization Tax Exemption policy allows qualifying properties within the Downtown Urban Centre and Rutland Urban Centre areas to receive a tax exemption.

#### Objectives

- Continue to provide permissive tax exemptions to support qualifying organizations that improve the well-being of the community.
- The municipality will continue to provide heritage and revitalization tax exemptions for qualifying properties.

#### Policies

- Permissive tax exemptions will be considered to encourage activities that: (a) are consistent with the quality of life objectives of the municipality; (b) provide direct access and benefit to the public; and (c) would otherwise be provided by the municipality.
- To meet the city's commitment to the ongoing restoration, preservation and maintenance of buildings and structures on its Heritage Register, eligible properties will be considered for a tax exemption.
- To support the city's revitalization program of the Downtown Urban Centre and Rutland Urban Centre, qualifying properties will be considered for a tax exemption.



# Report to Council



**Date:** April 29, 2015

**File:** 0165-30

**To:** City Manager

**From:** Deputy City Manager

**Subject:** Quarterly report update

Report Prepared by: Summer Effray, Communications Consultant

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## **Recommendation:**

THAT Council receives, for information, the Quarterly Report from the Deputy City Manager, dated April 29, 2015.

## **Purpose:**

To provide Council with an update of the City's activities for the first quarter of 2015.

## **Background:**

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

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

## **Internal Circulation:**

Content provided by Divisional Directors  
Deputy City Manager  
Communications Supervisor

## **Considerations not applicable to this report:**

Legal/Statutory Authority:

Legal/Statutory Procedural Requirements:

Existing Policy:

Financial/Budgetary Considerations:

Personnel Implications:

External Agency/Public Comments:  
Communications Comments:

Submitted by:

Paul Macklem, Deputy City Manager

Approved for inclusion:

☐

# QUARTERLY REPORT

*January to March 2015*



*presented May 4, 2015*



# A WELL-MANAGED CITY

- ▶ 2015 Financial Plan adopted
- ▶ Budget carryovers adopted
- ▶ Council meeting notification
  - ▶ 26,000+ notices

kelowna.ca/budget  
#KelownaBudget

# A STRONG ECONOMY

- ▶ Kelowna International Airport
  - ▶ 413,225 passengers
  - ▶ Top 10 best employer of Canadian Forces Reservists
  - ▶ Direct service to Varadero, Cuba
  - ▶ Spring Travel Show
  - ▶ YLW Flight Path Routes
  - ▶ Construction open house



#YLW

@ylwkelowna



# A STRONG ECONOMY

- ▶ Fibre lease
- ▶ Rackforce joins fibre network





# INFRASTRUCTURE

- ▶ \$112.3 million construction value
- ▶ Civic Block Plan endorsed by Council
- ▶ Library Parkade
- ▶ Pay by phone





# INFRASTRUCTURE



- ▶ Queensway transit exchange
- ▶ South Pandosy transit exchange
- ▶ Around downtown project: Library Parkade



# A SAFE COMMUNITY

► Marine rescue training  
(20)

🔥 1,289 fire inspections

📍 2,360 Kelowna responses

🩹 1,608 First medical  
responses

► Fire season prep





# A CLEAN, HEALTHY ENVIRONMENT

- ▶ Future of Food workshop
- ▶ Agriculture Compliance & Enforcement Strategy
- ▶ Mission Creek restoration
- ▶ NeighbourWoods
- ▶ Volunteer planting events



# QUALITY OF LIFE

- ▶ 300+ Micro suites approved
- ▶ Lease for Central Green
  - ▶ 15% affordable housing



# QUALITY OF LIFE

- ▶ Starkhund Brewery
- ▶ Rutland Centennial Park



# QUALITY OF LIFE

- ▶ Arts, culture & heritage grants
- ▶ Family Day events
- ▶ Kelowna Community Theatre performances
- ▶ Sport Hero Awards



Community Theatre

ONICS

# WE'RE OPEN



24/7 | [kelowna.ca](http://kelowna.ca)



City Hall | Mon. to Fri., 8am-4pm | [250-469-8500](tel:250-469-8500)





# Report to Council



**Date:** April 29, 2015  
**Rim No.** 0610-53  
**To:** City Manager  
**From:** Louise Roberts, Community & Neighbourhood Services Manager  
**Subject:** Neighbourhood Grant

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## **Recommendation:**

THAT Council receives, for information, the Report from the Community & Neighbourhood Services Manager dated April 29, 2015, which outlines the development of a Neighbourhood Grant;

AND THAT Council directs staff to implement the Neighbourhood Grant as outlined in the Report dated April 29, 2015;

AND THAT Council approves the City entering into a Memorandum of Understanding with the Central Okanagan Foundation for the Neighbourhood Grant, in the form attached to the Report from the Community & Neighbourhood Services Manager dated April 29, 2015;

AND FURTHER THAT the Mayor and City Clerk be authorized to execute the Memorandum of Understanding.

## **Purpose:**

To seek Council approval to implement the Neighbourhood Grant and to enter into a Memorandum of Understanding with the Central Okanagan Foundation.

## **Background:**

During the February 23, 2015 Council meeting, staff provided an update on the Strong Neighbourhood Project and outlined the five pilot projects. One of the projects presented was the development and implementation of a neighbourhood grant.

At that time staff indicated that discussions were underway with the Central Okanagan Foundation regarding the possibility of collaboration on a neighbourhood focused grant. Staff also advised Council that a report outlining the establishment of the grant would be brought forward for Council's consideration.

Building relationships between neighbours, as well as with the municipality, is a key component to building strong neighbourhoods. One of the best practices identified from the research, was the establishment of grant programs that empowered residents.

In developing a neighbourhood focused grant, staff reviewed a variety of grant programs from across Canada, the United States and Australia. This included Vancouver, Sannich, Calgary, Ottawa, London, Seattle, Portland and Port Phillip, Australia. These communities offer an array of neighbourhood grants that range from small micro-grants up to \$1,000, as well as large capital project grants of \$100,000.

Staff also consulted with both internal and external stakeholders to get their input of the development of a neighbourhood grant. Based on both the research and stakeholder input, staff developed a framework for the Neighbourhood Grant.

#### Neighbourhood Grant

The purpose of the Neighbourhood Grant would be to spark neighbourhood enhancement initiatives. Grants would:

- Support small scale, resident driven projects that foster connection and engagement at the neighbourhood level.
- Be used to empower residents and neighbourhood based organizations to make their neighbourhoods even better places to live.

The framework of the grant is as follows:

Total Grant Amount	<ul style="list-style-type: none"> <li>• \$15,000 annually - funds provided by the Central Okanagan Foundation and administered by the City of Kelowna</li> <li>• \$5,000 available per intake</li> <li>• 3 intakes per year - April 1, July 31, and December 1 *</li> </ul>
Maximum Grant	<ul style="list-style-type: none"> <li>• \$1,000</li> <li>• Matching requirement from the applicant (including in-kind contribution)</li> </ul>
Criteria	<ul style="list-style-type: none"> <li>• Impact neighbourhood quality of life</li> <li>• Enhance one or more drivers of neighbourhood attachment: aesthetics, leadership, safety, social offerings or relationships</li> <li>• Foster neighbourhood participation</li> </ul>
Uses of funds	<ul style="list-style-type: none"> <li>• Purchase of equipment and materials</li> <li>• Contract services</li> <li>• Promotional material and translation services</li> <li>• Equipment rental</li> </ul>
Approval Process	<ul style="list-style-type: none"> <li>• Application form submitted to the City of Kelowna's Neighbourhood Development Team</li> <li>• Internal staff evaluation and approval based on criteria</li> </ul>

*\* The spring deadline of the inaugural year will be different due to time constraints; the deadline for submitting applications will be June 1, 2015.*

Other key aspects of the grant program include:

- Grant proposals require the commitment of a minimum of three residents.
- Successful applicants would be required to sign a letter of agreement that would outline the terms and conditions of the Neighbourhood Grant.



- Successful applicants would be required to complete a project evaluation form indicating how the project impacted their neighbourhood.

#### Collaboration with the Central Okanagan Foundation

Throughout this process staff continued to work with the Central Okanagan Foundation on the potential of collaborating on the implementation of a neighbourhood focused grant. On April 8, 2015 the Board of Directors of Central Okanagan Foundation endorsed the collaboration and authorized staff to proceed with the development of a Memorandum of Understanding with the City of Kelowna.

A Memorandum of Understanding has been developed between the Central Okanagan Foundation and the City that outlines the responsibilities regarding funding and the administration of the grant. The following are key principles outlined in the Memorandum of Understanding:

- The Central Okanagan Foundation to provide up to \$15,000 in funding per year to the Neighbourhood Grant.
- The funds received from the Central Okanagan Foundation are intended solely for the purpose of funding awarded grants.
- 1 year term with option to renew for 2 additional years, agreement automatically renews unless either party gives written notice at least 90 days prior to the anniversary of the agreement.
- The City would be responsible for all the advertising, administration and management of the grant.
- The City would provide recognition of the funding support from the Central Okanagan Foundation in the Neighbourhood Grant promotional materials.

The Neighbourhood Grant and the collaboration with the Central Okanagan Foundation would enhance citizens' quality of life by leveraging community partnerships to support social, cultural and environmental initiatives.

#### **Internal Circulation:**

Divisional Director, Active Living & Culture  
Communications Advisor, Communications & Information Services  
Revenue Manager, Financial Services  
Manager, Policy & Planning  
City Clerk

#### **Financial/Budgetary Considerations:**

A line item will need to be created in budget to receive and distribute the funds.

#### **Personnel Implications:**

The Neighbourhood Grant will be administrated by the Neighbourhood Development Coordinators.

A coordinator would be assigned to work with each of the successful applicants in order to provide; support, mentoring and for accountability.

**External Agency/Public Comments:**

This report has been prepared in consultation with the Central Okanagan Foundation in their role of providing funds that support the Neighbourhood Grant.

**Communications Comments:**

A communications plan is being finalized by Communications and the Project Team in cooperation with the Central Okanagan Foundation to inform the public about the Neighbourhood Grant.

**Considerations not applicable to this report:**

Legal/Statutory Authority  
Legal/Statutory Procedural Requirements  
Existing Policy  
Alternate Recommendation

**Submitted by:**

L. Roberts, Community & Neighbourhood Services Manager

**Approved for inclusion:** J. Gabriel, Divisional Director, Active Living & Culture

**Attachments:**

Neighbourhood Grant Terms of Reference  
Neighborhood Grant Application Form  
MOU between the City of Kelowna and the Central Okanagan Foundation

Cc: Divisional Director, Active Living & Culture  
Divisional Director, Finance Services / Corporate Protective Services  
Divisional Director, Communications and Information Services  
Divisional Director, Community Planning & Real Estate



### INTRODUCTION

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In 2014, the Active Living & Culture Division launched its Strong Neighbourhood Project. Data from public consultations and a best practice review were collected and analyzed to inform the creation of programs and tools supporting the City's corporate focus on "Engaged Communities." The project recognizes the vital contributions that strong neighbourhoods provide in citizens' daily lives, including a positive impact on resident wellbeing, economic development, and on residents' sense of attachment to our City.

One program developed within the Strong Neighbourhood Project is the *Neighbourhood Grant*. This program offers matching micro-grants for neighbourhood groups in order to encourage residents to connect with one another while engaging in small, resident driven neighbourhood enhancement projects. The program complements Council Policy 360 by promoting "the participation of residents in municipal matters, volunteer opportunities, and community life." By combining mentorship and grant monies, the Neighbourhood Grant facilitates participation in neighbourhood life.

### PURPOSE

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- To inspire residents to connect with their neighbours.
- To stimulate resident initiated neighbourhood enhancement projects.
- To harness local experience and expertise in neighbourhood based initiatives.
- To encourage resident involvement in making their neighbourhoods even better places to live.
- To promote neighbourhood based solutions to everyday concerns.

### GUIDING PRINCIPLES

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- Grants are available only to residents of Kelowna and require a minimum of three residents from separate households within the neighbourhood to operate as a project working group.
- Only one Neighbourhood Grant may be received by a neighbourhood group per year, with priority given to groups that have not previously received a grant.
- Project must occur within the applicant group's neighbourhood.
- The maximum matching grant is \$1,000.
- Contribution for matching can include cash, in-kind volunteer hours and/or materials and equipment.
- The number of grants distributed in a year will depend on the funds available.
- Resident groups must have a project lead accountable for project funds and reporting.

## **APPLICATION CRITERIA**

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All applications must:

- Describe the project and how it will impact neighbourhood quality of life.
- Include a plan to foster broad neighbourhood participation.
- Enhance one or more drivers of neighbourhood attachment: aesthetics, leadership, safety, social offerings or relationships.
- Provide a project budget which includes details including how grant funds will be matched with cash, in-kind volunteer hours and/or materials and equipment.

## **ACCEPTABLE FUNDING USES**

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- Equipment, materials and other items that will not revert back to private ownership.
- Contract services from outside the neighbourhood, e.g., master gardener, journeyman carpenter or artist. These services are only fundable if no such expertise or service exists within the neighbourhood.
- Promotional material and translation services.
- Equipment rental.

## **APPLICATION AND APPROVAL PROCESS**

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- Applications will be reviewed three times per year. The deadlines for submitting are April 1, July 31 and December 1. The project must be completed within four months of receiving funds.
- To be eligible for a specific review date, applications must be received by the posted deadline.
- Should all funds not be allocated within an intake period, applications received after the deadline will be considered on a first come first served basis.
- Applications will be reviewed by the Neighbourhood Development Coordinators who will then vet the applications through applicable City staff depending on the nature of the grant application.
- The Neighbourhood Development Coordinators will evaluate the applications based on the program criteria and will forward their recommendations to the Divisional Director of Active Living and Culture for final approval.
- Applicants will be notified within four weeks of the intake deadline. In some cases, an applicant may be required to submit further information before a final decision can be made.
- The decision of the Divisional Director of Active Living and Culture will be final.
- A Neighbourhood Development Coordinator will be assigned to work with the successful applicant in order to provide mentoring.
- Successful applicants will be required to sign a letter of agreement that will clearly outline the terms and conditions of the Neighbourhood Grant and provide proof of any applicable insurance coverage.
- Upon receipt of the signed letter of agreement, the Neighbourhood Grant funding will be released.



- Successful applicants must recognize the financial assistance of the City of Kelowna and Central Okanagan Foundation on all formal promotions and communications.
- Successful applicants will be required to complete a short project evaluation form which asks groups to provide details such as the project's impact on the neighbourhood and a photograph of the project. Successful groups will also be expected to provide a final budget.
- Any unused funds must be returned to the City of Kelowna.

*\*The spring deadline of the inaugural year will be different due to time constraints; the deadline for submitting applications will be June 1, 2015.*

**PROJECT NAME:** \_\_\_\_\_

### CONTACT INFORMATION - PRIMARY CONTACT

Every project requires a minimum of three residents from separate households within the neighbourhood to operate as a project working group. Only the primary contact's information is needed here; the remaining working group members' information is required on Working Group supporting document.

Name:		Funding Request Amount:
*Address:		<input type="checkbox"/> New Applicant <input type="checkbox"/> Previous Applicant
Phone:	Mobile:	
Email:		

\*You must be a resident of Kelowna and living in the neighbourhood of the proposed project in order to qualify.

### PROJECT DESCRIPTION

**What is the proposed project?** What do we need to know in order to understand what you are planning to do? Be clear and concise. What is your idea?

## FOCUS AREA

The Neighbourhood Grant is designed to assist you in enhancing your neighbourhood. We are looking for projects that enhance your neighbourhood by supporting a minimum of one of the focus areas in the table below. Please indicate which area(s) your project will support.

Focus Area	Will the project...	Yes/No
<b>Aesthetics</b>	Enhance the physical appearance, character, or natural environment in your neighbourhood?	
<b>Leadership</b>	Encourage/involve multiple neighbours to participate in planning and/or implementing the project?	
<b>Safety</b>	Enhance safety, especially traffic, bike, and pedestrian safety? (e.g.: creating a walking school bus)	
<b>Social Offerings</b>	Provide opportunity(ies) for neighbours to gather and have fun?	
<b>Relationships</b>	Create opportunities for neighbours to connect, especially neighbours that are new or haven't interacted in the past?	

Describe how the project supports this/these priority area(s).

## NEIGHBOURHOOD INVOLVEMENT

Outline your plan to involve your neighbours. How will you reach people who are new to your neighbourhood or who haven't been involved before? How will you ensure your project is inclusive of all neighbours? If you require additional volunteers, how will you attract and involve them?

**IMPACT**

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How will the project enhance the neighbourhood? Who will benefit from the project?

**LOGISTICS**

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Where is the proposed location for the project? What is the address? Is this a private or public space?

When is your anticipated start date? Completion date? Other project milestones?

Once the project is complete, are there any ongoing resources required to maintain the project?

☐ Yes ☐ No

If yes, what is the plan to address this? Who will be responsible for up-keep, maintenance etc?

**BUDGET PLANNING**

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Prior to providing the information below, please complete the budget worksheet.

What is the total value of volunteer hours? (volunteer hours are valued at \$10.25 per hour)	\$
What is the total value of donations?	\$
What is the total amount of cash contributions?	\$
What is your total financial need?	\$
What is the total amount of expenses?	\$

Your maximum matching grant amount must be equal to or less than:

1. \$1,000.
2. Total matching funds (the combined value of volunteer hours, donations, and cash contributions).
3. Total financial need.

What is the total grant request amount? \$ \_\_\_\_\_

Congratulations! You have reached the end of the application. Remember to attach the Budget Worksheet and Working Group supporting documents when submitting your application.

Please submit your application to:

Active Living and Culture  
105-1014 Glenmore Drive  
Kelowna, BC V1Y 4P2

or online:

[neighbourhoods@kelowna.ca](mailto:neighbourhoods@kelowna.ca)



## **Memorandum of Understanding**

Between

**City of Kelowna**  
1435 Water Street  
Kelowna, British Columbia, V1Y 1J6

And

**Central Okanagan Foundation**  
225-1889 Springfield Road  
Kelowna, British Columbia, V1Y 5V5



To administer, adjudicate and fund the Neighbourhood Grant.

The purpose of the Neighbourhood Grant will be to spark neighbourhood enhancement initiatives. Grants will:

- Support small scale, resident driven projects that foster connection and engagement at the neighbourhood level.
- Be used to empower residents and neighbourhood based organizations to make their neighbourhoods even better places to live.
- Adhere to the City of Kelowna Neighbourhood Grants Terms of Reference

To ensure the successful administration, adjudication and funding of the Neighbourhood Grant, this agreement is hereby established between the City of Kelowna Active Living & Culture Division and the Central Okanagan Foundation as follows:

### **1.01 Term of Agreement:**

This agreement shall be for a one year term, commencing on May 1, 2015.

### **1.02 Option to Renew:**

The agreement can be renewed for up to three terms. The agreement will automatically renew for an additional term upon each anniversary date, unless either party gives written notice at least 90 days prior to the anniversary of the agreement to negotiate changes or give notice of termination of the agreement.

### **2.0 City of Kelowna will:**


- a) Advertise the Neighbourhood Grant.
- b) Be the primary point of contact for inquiries about the grant and grant applications.
- c) Distribute grant application forms to residents and neighbourhood based organizations and ensures updated grant applications are available.
- d) After the grant application deadlines, review submitted grant applications to determine if enough information is in the application for staff to make a responsible decision. If minor gaps are identified, will contact applicants to offer them an opportunity to fill in the gaps and answer questions.
- e) Vet applications through applicable City staff depending on the nature of the grant application.
- f) Review the applications with the Central Okanagan Foundation.
- g) Evaluate the applications based on the criteria in the Neighbourhood Grant Terms of Reference using an evaluation matrix (scoring sheet).
- h) Ensure that records are kept, documenting the rationale for grant award recommendations.
- i) Upon completion of the adjudication process inform grant applicants in writing of the recommendations.
- j) Be the primary point of contact for any applicants seeking more information about the adjudication process or the recommendations.
- k) Assign staff to work with each successful application in order to provide mentoring and for accountability.

- l) Facilitate payment of grant awards to successful applicants once Terms of Reference is met including liability insurance coverage and Letter of Agreement is signed.
- m) Provide the Central Okanagan Foundation with a report outlining grants awarded.
- n) Invoice the Central Okanagan Foundation after the grant awards have been dispersed.
- o) Track and manage the submission of final reports from grant recipients, as per the grant program guidelines.
- p) Provide the Central Okanagan Foundation a copy of all the final reports submitted from the grants awarded.
- q) Provide Central Okanagan Foundation with the most current copies of the Neighbourhood Grant Terms of Reference and advise them of any changes to the document.
- r) Recognize the financial contribution of the Central Okanagan Foundation to the Neighbourhood Grant in all the promotional materials and media releases.

**3.0 The Central Okanagan Foundation will:**

- a) Provide funding to the City of Kelowna for the Neighbourhood Grant in the amount of up to \$15,000 per year.
- b) Review the grant applications with City staff.
- c) Promote the Neighbourhood Grant to the community.

We agree to the terms and conditions outlined in this Agreement.

  
 Cheryl Miller, Director of Grants & Community Initiatives  
 Central Okanagan Foundation

April 30. 15  
 Date

\_\_\_\_\_  
 Mayor/City Clerk  
 City of Kelowna

\_\_\_\_\_  
 Date

# STRONG NEIGHBOURHOOD PROJECT

Connection, Engagement, Attachment





- ▶ Citizen attachment is cultivated not only by what the City provides the community, but also how the citizens themselves contribute to their neighbourhood.
- ▶ It takes citizens that are inspired, involved and empowered to create strong neighbourhoods.

# NEIGHBOURHOOD GRANT

Supporting Residents

- ▶ Spark neighbourhood enhancement
- ▶ Resident driven
- ▶ Supports small scale projects that foster connection and engagement
- ▶ Empower residents and neighbourhood based organizations





## FRAMEWORK

- ▶ \$15,000 annually
- ▶ 3 intakes per year
- ▶ \$5,000 available per intake
- ▶ Maximum of \$1,000
- ▶ Matching requirement



## CRITERIA

Impact neighbourhood quality of life

Foster neighbourhood participation

Enhance one or more drivers of attachment



## DRIVERS OF ATTACHMENT

- ▶ Aesthetics
- ▶ Leadership
- ▶ Safety
- ▶ Social Offerings
- ▶ Relationships



## MEMORANDUM OF UNDERSTANDING

- ▶ Central Okanagan Foundation to provide up to \$15,000 in funding per year
- ▶ City of Kelowna responsible for advertising, administrating and management of grant
- ▶ 1 year term with option to renew for 2 additional years





# FOSTERING A CULTURE OF CONNECTION AND ENGAGEMENT





# CITY OF KELOWNA

## BYLAW NO. 11078

### Sterile Insect Release Program Parcel Tax Bylaw 2015

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A bylaw pursuant to Section 200 of the *Community Charter* to impose and levy a Parcel Tax upon the owners of land or real property within the City of Kelowna being served by the Sterile Insect Release Program.

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

1. A Parcel Tax shall be and is hereby imposed and levied upon the owners of land or real property as shown on Schedule "A" attached to and forming part of this bylaw, being served by the Sterile Insect Release Program.
2. The Parcel Tax shall be levied for the 2015 tax year on each parcel of land aforementioned, and the amount of such Parcel Tax shall be One Hundred and Thirty-Nine Dollars and Twenty-Six Cents (\$139.26) per assessed acre.
3. This bylaw shall be known for all purposes as the "Sterile Insect Release Program Parcel Tax Bylaw 2015 No. 11078".

Read a first, second and third time by the Municipal Council this 27<sup>th</sup> day of April, 2015.

Adopted by the Municipal Council of the City of Kelowna this

\_\_\_\_\_  
Mayor

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

<b>Jurisdiction</b>	<b>Roll</b>	<b>Grower Address</b>	<b>Legal Description</b>	<b>Adj. Acres</b>	<b>x 139.26</b>
217	3108.010	1355 LATTA RD	LOT 10, PLAN KAP1611, SEC 1, TWP 23, 41	6.39	889.87
217	3121.000	2355 MCKENZIE RD	LOT A, PLAN KAP15859, SEC 1, TWP 23, 41	6.37	887.09
217	3121.010	2295 MCKENZIE RD	LOT 2, PLAN KAP33255, SEC 1, TWP 23, 41	21.41	2981.56
217	3186.100	2685 SEXSMITH RD	LOT 1, PLAN KAP45492, SEC 3, TWP 23, 41	9.02	1256.13
217	3210.125	2517 SEXSMITH RD	LOT 10, PLAN KAP21431, SEC 3&4, TWP 23, 41	7.24	1008.24
217	3210.210	705 VALLEY RD	LOT B, PLAN KAP31659, SEC 3, TWP 23, 41	5.95	828.60
217	3255.321	1982 UNION RD	LOT A, PLAN KAP75150, SEC 4, TWP 23, 41	1.00	139.26
217	3255.322	1980 UNION RD	LOT B, PLAN KAP75150, SEC 4, TWP 23, 41	1.00	139.26
217	3262.000	2389 LONGHILL RD	LOT 13, PLAN KAP1068, SEC 4, TWP 23, 41	6.00	835.56
217	3263.000	2206 LONGHILL RD	LOT 2, PLAN KAP1068, SEC 4&34, TWP 23, 41	7.33	1020.78
217	3264.000	185 VALLEY RD	LOT 3, PLAN KAP1068, SEC 4&34, TWP 23, 41	3.77	525.01
217	3266.000	143 1 VALLEY RD	LOT 5, PLAN KAP1068, SEC 4, TWP 23, 41	3.84	534.76
217	3267.000	127 1 VALLEY RD	LOT 6, PLAN KAP1068, SEC 4, TWP 23, 41	9.27	1290.94
217	3268.000	2214 BONN RD	LOT 7, PLAN KAP1068, SEC 4, TWP 23, 41	4.51	628.06
217	3269.000	115 VALLEY RD N	LOT 8, PLAN KAP1068, SEC 4, TWP 23, 41	10.13	1410.70
217	3270.000	2547 SEXSMITH RD	LOT 11, PLAN KAP1068, SEC 3&4, TWP 23, 41	1.90	264.59
217	3271.000	220 MAIL RD	LOT 12, PLAN KAP1068, SEC 4, TWP 23, 41	9.63	1341.07
217	3272.000	180 MAIL RD	LOT 13, PLAN KAP1068, SEC 4, TWP 23, 41	7.71	1073.69
217	3274.000	135 VALLEY RD N	LOT H, PLAN KAP1636, SEC 4, TWP 23, 41	5.37	747.83
217	3278.000	800 PACKINGHOUSE RD	LOT 3, PLAN KAP1884, SEC 4&9, TWP 23, 41	1.00	139.26
217	3279.000	2160 SCENIC RD	LOT 4, PLAN KAP1884, SEC 4&9, TWP 23, 41	4.44	618.31
217	3337.532	770 PACKINGHOUSE RD	LOT A, PLAN KAP35054, SEC 4, TWP 23, 41	3.86	537.54
217	3395.000	531 GLENMORE RD N	LOT 29, PLAN KAP896, SEC 9, TWP 23, 41	6.39	889.87
217	3645.000	2434 GALE RD	LOT 2, PLAN KAP1453, SEC 23, TWP 23, 41	1.85	257.63
217	3646.000	2504 GALE RD	LOT 3, PLAN KAP1453, SEC 23, TWP 23, 41	4.17	580.71
217	3650.000	2801 DRY VALLEY RD	LOT 7, PLAN KAP1453, SEC 23, TWP 23, 41	3.26	453.99
217	3664.000	2155 QUAIL RIDGE BLVD	LOT 1, PLAN KAP2257, SEC 23, TWP 23, 41	2.33	324.48
217	3664.514	2855 DRY VALLEY RD	LOT A, PLAN KAP37471, SEC 23, TWP 23, 41	1.85	257.63

<b>Jurisdiction</b>	<b>Roll</b>	<b>Grower Address</b>	<b>Legal Description</b>	<b>Adj- Acres</b>	<b>x 139.26</b>
217	3664.516	2849 DRY VALLEY RD	LOT B, PLAN KAP37471, SEC 23, TWP 23, 41	10.67	1485.90
217	3884.000	3310 MATHEWS RD	LOT 63, PLAN KAP1247, SEC 3&34, TWP 26, 41	9.56	1331.33
217	3899.000	3260 MATHEWS RD	LOT 109, PLAN KAP1247, SEC 3, TWP 26, 41	3.12	434.49
217	3905.001	4232 SPIERS RD	LOT 117, PLAN KAP1247, SEC 3, TWP 26, 41	7.16	997.10
217	3905.104	4236 SPIERS RD	LOT B, PLAN KAP92871, SEC 3, TWP 26, 41	4.45	619.71
217	3906.000	4233 SPIERS RD	LOT 119, PLAN KAP1247, SEC 3, TWP 26, 41	3.90	543.11
217	3907.000	4221 SPIERS RD	LOT 120, PLAN KAP1247, SEC 3, TWP 26, 41	9.70	1350.82
217	3908.000	4215 SPIERS RD	LOT 121, PLAN KAP1247, SEC 3, TWP 26, 41	1.00	139.26
217	3912.000	3030 GRIEVE RD	LOT 125, PLAN KAP1247, SEC 3, TWP 26, 41	6.13	853.66
217	3913.001	3015 GRIEVE RD	LOT 126, PLAN KAP1247, SEC 3, TWP 26, 41	9.54	1328.54
217	3913.100	3145 GULLEY RD	LOT 127, PLAN KAP1247, SEC 3, TWP 26, 41	10.10	1406.53
217	3949.320	4280 SPIERS RD	LOT B, PLAN KAP34609, SEC 3, TWP 26, 41	9.95	1385.64
217	3949.340	4207 SPIERS RD	LOT B, PLAN KAP47098, SEC 3, TWP 26, 41	3.07	427.53
217	3949.390	3480 WATER RD	LOT A, PLAN KAP71707, SEC 3, TWP 26, 41	6.46	899.62
217	3950.000	3965 TODD RD	LOT , PLAN KAP1247, SEC 4, TWP 26, 41	8.67	1207.38
217	3952.062	3865 SPIERS RD	LOT 138, PLAN KAP1247, SEC 4, TWP 26, 41	6.75	940.01
217	3953.000	3895 SPIERS RD	LOT 139, PLAN KAP1247, SEC 4, TWP 26, 41	4.71	655.91
217	3955.000	2809 GRIEVE RD	LOT 141, PLAN KAP1247, SEC 4, TWP 26, 41	11.94	1662.76
217	3956.000	4201 SPIERS RD	LOT 142, PLAN KAP1247, SEC 4, TWP 26, 41	6.18	860.63
217	3960.000	2699 SAUCIER RD	LOT 145, PLAN KAP1247, SEC 4, TWP 26, 41	3.76	523.62
217	3965.000	4175 TODD RD	LOT 150, PLAN KAP1247, SEC 4, TWP 26, 41	8.33	1160.04
217	3968.000	4067 TODD RD	LOT 153, PLAN KAP1247, SEC 4, TWP 26, 41	6.43	895.44
217	3971.503	2287 WARD RD	LOT B, PLAN KAP78689, SEC 4, TWP 26, 41	35.86	4993.86
217	3973.000	3980 TODD RD	LOT 159, PLAN KAP1247, SEC 4, TWP 26, 41	2.41	335.62
217	3979.000	2715 HEWLETT RD	LOT 3, PLAN KAP1656, SEC 4, TWP 26, 41	8.37	1165.61
217	3981.000	2570 SAUCIER RD	LOT , PLAN KAP6018B, SEC 4, TWP 26, 41	1.24	172.68
217	3985.000	2675 HEWLETT RD	LOT A, PLAN KAP12142, SEC 4, TWP 26, 41	5.11	711.62
217	3990.002	3950 SPIERS RD	LOT E, PLAN KAP12142, SEC 4, TWP 26, 41	2.52	350.94

<b>Jurisdiction</b>	<b>Roll</b>	<b>Grower Address</b>	<b>Legal Description</b>	<b>Adj. Acres</b>	<b>x 139.26</b>
217	3995.027	3920 TODD RD	LOT B, PLAN KAP21140, SEC 4, TWP 26, 41	1.00	139.26
217	3995.159	3955 SPIERS RD	LOT A, PLAN KAP56989, SEC 4, TWP 26, 41	1.33	185.22
217	3995.172	2620 HEWLETT RD	LOT 2, PLAN KAP92520, SEC 4, TWP 26, 41	8.49	1182.32
217	3997.000	1591 SAUCIER RD	LOT 237, PLAN KAP1247, SEC 5, TWP 26, 41	7.78	1083.44
217	4008.001	4025 CASORSO RD	LOT A, PLAN KAP91004, SEC 5, TWP 26, 41	2.83	394.11
217	4008.002	4029 CASORSO RD	LOT B, PLAN KAP91004, SEC 5, TWP 26, 41	3.15	438.67
217	4014.004	3896A CASORSO RD	LOT A, PLAN KAP92331, SEC 5, TWP 26, 41	8.06	1122.44
217	4016.000	3877 CASORSO RD	LOT 4, PLAN KAP2243, SEC 5, TWP 26, 41	1.51	210.28
217	4021.000	3995 CASORSO RD	LOT 8, PLAN KAP2243, SEC 5, TWP 26, 41	5.70	793.78
217	4023.000	1989 WARD RD	LOT 10, PLAN KAP2243, SEC 5, TWP 26, 41	9.33	1299.30
217	4029.000	4153 BEDFORD RD	LOT 1, PLAN KAP15793, SEC 5, TWP 26, 41	5.77	803.53
217	4031.000	4122 BEDFORD RD	LOT 4, PLAN KAP15793, SEC 5, TWP 26, 41	1.88	261.81
217	4032.158	3860 CASORSO RD	LOT 2, PLAN KAP89549, SEC 5, TWP 26, 41	1.00	139.26
217	4118.205	1950 WARD RD	LOT A, PLAN KAP48946, SEC 8, TWP 12, 41	12.85	1789.49
217	4118.206	1990 WARD RD	LOT B, PLAN KAP48946, SEC 8, TWP 12, 41	2.49	346.76
217	4121.000	3677 SPIERS RD	LOT 1, PLAN KAP1072, SEC 9, TWP 26, 41	7.01	976.21
217	4127.000	3663 SPIERS RD	LOT 2, PLAN KAP1765, SEC 9, TWP 26, 41	7.48	1041.66
217	4151.030	3769 SPIERS RD	LOT 1, PLAN KAP23684, SEC 9, TWP 26, 41	3.54	492.98
217	4151.105	2190 GULLEY RD	LOT A, PLAN KAP26008, SEC 9, TWP 26, 41	6.01	836.95
217	4151.125	2568 K.L.O. RD	LOT B, PLAN KAP26528, SEC 9, TWP 26, 41	3.53	491.59
217	4151.140	3664 SPIERS RD	LOT A, PLAN KAP28797, SEC 9, TWP 26, 41	13.98	1946.85
217	4151.150	3668 SPIERS RD	LOT B, PLAN KAP28797, SEC 9, TWP 26, 41	1.00	139.26
217	4151.155	3678 SPIERS RD	LOT C, PLAN KAP28797, SEC 9, TWP 26, 41	6.92	963.68
217	4151.192	2777 K.L.O. RD	LOT A, PLAN KAP43297, SEC 9&10, TWP 26, 41	9.58	1334.11
217	4151.195	3740 HART RD	LOT 6, PLAN KAP29282, SEC 9, TWP 26, 41	13.22	1841.02
217	4151.200	2452 GULLEY RD	LOT 7, PLAN KAP29282, SEC 9, TWP 26, 41	21.87	3045.62
217	4151.210	2725 K.L.O. RD	LOT A, PLAN KAP45934, SEC 9, TWP 26, 41	28.73	4000.94
217	4151.260	2295 K.L.O. RD	LOT 2, PLAN KAP33463, SEC 9, TWP 26, 41	8.62	1200.42

<b>Jurisdiction</b>	<b>Roll</b>	<b>Grower Address</b>	<b>Legal Description</b>	<b>Adj. Acres</b>	<b>x 139.26</b>
217	4151.265	3551 SPIERS RD	LOT 3, PLAN KAP33463, SEC 9, TWP 26, 41	3.28	456.77
217	4151.292	2202 GULLEY RD	LOT A, PLAN KAP44147, SEC 9, TWP 26, 41	21.08	2935.60
217	4151.300	3671 SPIERS RD	LOT A, PLAN KAP70726, SEC 9, TWP 26, 41	1.23	171.29
217	4152.000	3690 POOLEY RD	LOT, PLAN, SEC 10, TWP 26, 41	16.99	2366.03
217	4154.000	3400 REEKIE RD	LOT 3, PLAN KAP355, SEC 10, TWP 26, 41	8.73	1215.74
217	4156.000	3455 ROSE RD	LOT 4, PLAN KAP355, SEC 10, TWP 26, 41	16.80	2339.57
217	4157.051	3480 FITZGERALD RD	LOT 5, PLAN KAP355, SEC 10, TWP 26, 41	10.07	1402.35
217	4158.000	3201 ROSE RD	LOT 3, PLAN KAP790, SEC 10, TWP 26, 41	16.21	2257.40
217	4160.001	3090 MCCULLOCH RD	LOT 5, PLAN KAP790, SEC 10, TWP 26, 41	5.65	786.82
217	4161.000	3641 HART RD	LOT 7, PLAN KAP790, SEC 10, TWP 26, 41	6.80	946.97
217	4166.000	3274 MCCULLOCH RD	LOT 2, PLAN KAP978, SEC 10, TWP 26, 41	9.20	1281.19
217	4167.000	3286 MCCULLOCH RD	LOT 3, PLAN KAP978, SEC 10, TWP 26, 41	6.58	916.33
217	4168.000	3296 1 MCCULLOCH RD	LOT 4, PLAN KAP978, SEC 10, TWP 26, 41	4.11	572.36
217	4170.000	3041 POOLEY RD	LOT 3, PLAN KAP1517, SEC 10, TWP 26, 41	2.40	334.22
217	4171.000	3131 POOLEY RD	LOT 2, PLAN KAP1517, SEC 10, TWP 26, 41	1.00	139.26
217	4174.002	3099 MCCULLOCH RD	LOT B, PLAN KAP71621, SEC 10, TWP 26, 41	2.91	405.25
217	4176.000	3591 HART RD	LOT 3, PLAN KAP1589, SEC 10, TWP 26, 41	3.33	463.74
217	4179.000	3635 REEKIE RD	LOT A, PLAN KAP2038, SEC 10, TWP 26, 41	16.48	2295.00
217	4180.000	3635 FITZGERALD RD	LOT B, PLAN KAP2038, SEC 10, TWP 26, 41	35.84	4991.08
217	4181.000	3520 REEKIE RD	LOT 1, PLAN KAP2398, SEC 10, TWP 26, 41	3.96	551.47
217	4183.000	3680 REEKIE RD	LOT 2, PLAN KAP2398, SEC 10, TWP 26, 41	10.94	1523.50
217	4184.000	3096 MCCULLOCH RD	LOT 1, PLAN KAP2957, SEC 10, TWP 26, 41	1.00	139.26
217	4194.000	3275 MCCULLOCH RD	LOT 1, PLAN KAP6530, SEC 10, TWP 26, 41	12.18	1696.19
217	4198.000	3524 ROSE RD	LOT A, PLAN KAP11840, SEC 10, TWP 26, 41	9.17	1277.01
217	4199.100	3564 ROSE RD	LOT A, PLAN KAP18708, SEC 10, TWP 26, 41	11.84	1648.84
217	4199.156	3269 MCCULLOCH RD	LOT 2, PLAN KAP90496, SEC 10, TWP 26, 41	2.06	286.88
217	4199.180	3301 MCCULLOCH RD	LOT 2, PLAN KAP28811, SEC 3&10, TWP 26, 41	14.83	2065.23
217	4199.252	3630 FITZGERALD RD	LOT B, PLAN KAP30817, SEC 10, TWP 26, 41	10.15	1413.49
217	4199.254	3505 FITZGERALD RD	LOT 1, PLAN KAP30818, SEC 10, TWP 26, 41	20.43	2845.08



<b>Jurisdiction</b>	<b>Roll</b>	<b>Grower Address</b>	<b>Legal Description</b>	<b>Adj- Acres</b>	<b>x 139.26</b>
217	4199.278	3565 ROSE RD	LOT A, PLAN KAP38325, SEC 10, TWP 26, 41	7.49	1043.06
217	4199.280	3248 MCCULLOCH RD	LOT B, PLAN KAP38325, SEC 10, TWP 26, 41	1.00	139.26
217	4199.302	3665 HART RD	LOT 2, PLAN KAP48949, SEC 10, TWP 26, 41	10.75	1497.05
217	4199.303	3255 MCCULLOCH RD	LOT A, PLAN KAP63291, SEC 10, TWP 26, 41	1.00	139.26
217	4199.306	3671 HART RD	LOT B, PLAN KAP92586, SEC 10, TWP 26, 41	3.71	516.65
217	4201.000	3940 SENGERR RD	LOT , PLAN , SEC 11, TWP 26, 41	5.55	772.89
217	4208.000	2604 A BELGO RD	LOT 5, PLAN KAP1380, SEC 11, TWP 26, 41	7.07	984.57
217	4209.000	2502 BELGO RD	LOT 6, PLAN KAP1380, SEC 11, TWP 26, 41	14.62	2035.98
217	4210.000	2550 WALBURN RD	LOT 7, PLAN KAP1380, SEC , TWP 26, 41	3.35	466.52
217	4214.000	2605 BELGO RD	LOT 3, PLAN KAP1380, SEC 11, TWP 26, 41	8.55	1190.67
217	4215.000	2505 BELGO RD	LOT 4, PLAN KAP1380, SEC 11, TWP 26, 41	8.76	1219.92
217	4220.000	3950 BORLAND RD	LOT , PLAN KAP1862B, SEC 11, TWP 26, 41	2.92	406.64
217	4222.000	3527 BEMROSE RD	LOT 2, PLAN KAP2005, SEC 11, TWP 26, 41	3.17	441.45
217	4223.000	3835 BORLAND RD	LOT A, PLAN KAP2645, SEC 11, TWP 26, 41	1.75	243.71
217	4225.000	3553 BEMROSE RD	LOT 1, PLAN KAP4332, SEC 11, TWP 26, 41	4.37	608.57
217	4226.000	3571 BEMROSE RD	LOT 2, PLAN KAP4332, SEC 11, TWP 26, 41	4.96	690.73
217	4227.000	3587 BEMROSE RD	LOT 3, PLAN KAP4332, SEC 11, TWP 26, 41	5.38	749.22
217	4228.000	3625 BEMROSE RD	LOT A, PLAN KAP4553, SEC 11, TWP 26, 41	8.02	1116.87
217	4232.000	3647 BEMROSE RD	LOT 1, PLAN KAP5787, SEC 11, TWP 26, 41	6.28	874.55
217	4234.000	4010 SENGERR RD	LOT A, PLAN KAP6005, SEC 11, TWP 26, 41	25.24	3514.92
217	4235.000	3975 SENGERR RD	LOT A, PLAN KAP6633, SEC 11, TWP 26, 41	2.62	364.86
217	4237.120	2149 BELGO RD	LOT 1, PLAN KAP31521, SEC , TWP 26, 41	10.04	1398.17
217	4237.130	2327 BELGO RD	LOT 1, PLAN KAP33009, SEC 11, TWP 26, 41	9.35	1302.08
217	4237.137	3547 BEMROSE RD	LOT 1, PLAN KAP71097, SEC 26, TWP 11, 41	1.00	139.26
217	4237.138	2547 BELGO RD	LOT A, PLAN KAP76995, SEC 11, TWP 26, 41	1.00	139.26
217	4240.000	2260 GARNER RD	LOT 1, PLAN KAP1380, SEC , TWP 26, 41	6.14	855.06
217	4243.000	2455 WALBURN RD	LOT B, PLAN KAP3238B, SEC 12, TWP 26, 41	7.40	1030.52
217	4245.051	2601 WALBURN RD	LOT 2, PLAN KAP62978, SEC 12, TWP 26, 41	7.63	1062.55
217	4247.000	1190 LEWIS RD	LOT 9, PLAN KAP1380, SEC 13, TWP 26, 41	8.08	1125.22

<b>Jurisdiction</b>	<b>Roll</b>	<b>Grower Address</b>	<b>Legal Description</b>	<b>Adj- Acres</b>	<b>x 139.26</b>
217	4248.000	2290 GARNER RD	LOT 2, PLAN KAP1380, SEC 13, TWP 26, 41	7.52	1047.24
217	4249.000	2148 WALBURN RD	LOT 4, PLAN KAP1380, SEC 13, TWP 26, 41	10.45	1455.27
217	4254.000	1093 TEASDALE RD	LOT 8, PLAN KAP1380, SEC 13, TWP 26, 41	5.17	719.97
217	4256.000	1320 BELGO RD	LOT 1, PLAN KAP1926, SEC 13, TWP 26, 41	5.70	793.78
217	4258.000	1404 LEWIS RD	LOT 2, PLAN KAP1926, SEC 13, TWP 26, 41	10.52	1465.02
217	4261.000	1839 WALBURN RD	LOT 7, PLAN KAP1926, SEC 13, TWP 26, 41	5.61	781.25
217	4269.002	2091 WALBURN RD	LOT 2, PLAN KAP4119, SEC 13, TWP 26, 41	7.83	1090.41
217	4270.003	1959 WALBURN RD	LOT B, PLAN KAP91170, SEC 13, TWP 26, 41	1.00	139.26
217	4293.000	1181 LEWIS RD	LOT A, PLAN KAP11265, SEC 13, TWP 26, 41	1.24	172.68
217	4315.000	3855 EAST KELOWNA RD	LOT 13, PLAN KAP665, SEC 14, TWP 26, 41	2.30	320.30
217	4317.000	2075 BELGO RD	LOT 9, PLAN KAP1380, SEC 14, TWP 26, 41	4.20	584.89
217	4318.001	1865 BELGO RD	LOT 11, PLAN KAP1380, SEC 14, TWP 26, 41	9.21	1282.58
217	4319.000	2280 HOLLYWOOD RD S	LOT 12, PLAN KAP1380, SEC 14, TWP 26, 41	3.98	554.25
217	4323.000	1725 TEASDALE RD	LOT 2, PLAN KAP1380, SEC 14, TWP 26, 41	2.82	392.71
217	4324.000	1650 GEEN RD	LOT 3, PLAN KAP1380, SEC 14, TWP 26, 41	1.87	260.42
217	4325.001	1390 GEEN RD	LOT A, PLAN KAP90868, SEC 14, TWP 26, 41	5.28	735.29
217	4325.005	1552 GEEN RD	LOT 1, PLAN EPP34425, SEC 14, TWP 26, 41	1.92	267.38
217	4326.000	1699 TEASDALE RD	LOT 5, PLAN KAP1380, SEC 14, TWP 26, 41	3.93	547.29
217	4327.004	1595 TEASDALE RD	LOT B, PLAN EPP32484, SEC 14, TWP 26, 41	5.79	806.32
217	4329.000	1409 TEASDALE RD	LOT 8, PLAN KAP1380, SEC 14, TWP 26, 41	3.20	445.63
217	4330.000	1555 TEASDALE RD	LOT 10, PLAN KAP1380, SEC 14, TWP 26, 41	1.04	144.83
217	4333.000	1375 GEEN RD	LOT 5, PLAN KAP1380, SEC 13, TWP 26, 41	1.00	139.26
217	4334.001	1225 TEASDALE RD	LOT 6, PLAN KAP1380, SEC 14, TWP 26, 41	3.96	551.47
217	4335.000	1103 TEASDALE RD	LOT 7, PLAN KAP1380, SEC 14, TWP 26, 41	2.17	302.19
217	4343.000	2270 HOLLYWOOD RD S	LOT A, PLAN KAP1845, SEC 14, TWP 26, 41	1.00	139.26
217	4344.000	2015 BELGO RD	LOT B, PLAN KAP1845, SEC 14, TWP 26, 41	8.86	1233.84
217	4346.000	1565 1 BELGO RD	LOT B, PLAN KAP1846, SEC 14, TWP 26, 41	5.12	713.01

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217	4350.000	1469 TEASDALE RD	LOT 1, PLAN KAP4384, SEC 14, TWP 26, 41	7.52	1047.24
217	4351.000	1429 TEASDALE RD	LOT 2, PLAN KAP4384, SEC 14, TWP 26, 41	1.96	272.95
217	4353.000	3675 EAST KELOWNA RD	LOT A, PLAN KAP76792, SEC 15, TWP 26, 41	1.00	139.26
217	4354.000	3223 REID RD	LOT B, PLAN KAP76792, SEC 15, TWP 26, 41	10.86	1512.36
217	4360.093	3754 EAST KELOWNA RD	LOT B, PLAN KAP84170, SEC 14, TWP 26, 41	7.58	1055.59
217	4360.267	1708 GEEN RD	LOT 1, PLAN KAP82075, SEC 14, TWP 26, 41	5.27	733.90
217	4360.268	1605 GEEN RD	LOT 2, PLAN KAP82075, SEC 14, TWP 26, 41	7.44	1036.09
217	4360.354	1950 BELGO RD	LOT 2, PLAN KAP25528, SEC 14, TWP 26, 41	14.27	1987.24
217	4360.527	3795 EAST KELOWNA RD	LOT A, PLAN KAP58793, SEC 14, TWP 26, 41	4.06	565.40
217	4364.000	2995 DUNSTER RD	LOT 6, PLAN KAP187, SEC 15, TWP 26, 41	1.46	203.32
217	4365.000	3098 EAST KELOWNA RD	LOT 6, PLAN KAP187, SEC 15, TWP 26, 41	9.89	1377.28
217	4366.000	3002 EAST KELOWNA RD	LOT 6, PLAN KAP187, SEC 15, TWP 26, 41	3.43	477.66
217	4367.000	2855 DUNSTER RD	LOT 7, PLAN KAP187, SEC 15, TWP 26, 41	16.12	2244.87
217	4368.000	3152 EAST KELOWNA RD	LOT 7, PLAN KAP187, SEC 15, TWP 26, 41	16.35	2276.90
217	4369.000	2795 DUNSTER RD	LOT 8, PLAN KAP187, SEC 15, TWP 26, 41	17.25	2402.24
217	4370.000	3250 EAST KELOWNA RD	LOT 8, PLAN KAP187, SEC 15, TWP 26, 41	14.36	1999.77
217	4372.000	3208 REID RD	LOT 18, PLAN KAP187, SEC 15, TWP 26, 41	7.63	1062.55
217	4375.000	3350 POOLEY RD	LOT 20, PLAN KAP187, SEC 15, TWP 26, 41	7.89	1098.76
217	4378.005	3053 DUNSTER RD	LOT A, PLAN EPP44436, SEC 16, TWP 26, 41	1.00	139.26
217	4378.010	3057 DUNSTER RD	LOT B, PLAN EPP44436, SEC 16, TWP 26, 41	6.05	842.52
217	4379.000	3073 DUNSTER RD	LOT 12, PLAN KAP665, SEC 16, TWP 26, 41	6.28	874.55
217	4380.000	3502 EAST KELOWNA RD	LOT 11, PLAN KAP187, SEC 15, TWP 26, 41	8.40	1169.78
217	4381.000	2947 EAST KELOWNA RD	LOT 1, PLAN KAP736, SEC 15, TWP 26, 41	8.00	1114.08

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217	4382.000	2981 EAST KELOWNA RD	LOT 2, PLAN KAP736, SEC 15, TWP 26, 41	6.57	914.94
217	4385.000	3072 EAST KELOWNA RD	LOT 6, PLAN KAP821B, SEC 15, TWP 26, 41	3.50	487.41
217	4386.001	3622 EAST KELOWNA RD	LOT 12, PLAN KAP187, SEC 15, TWP 26, 41	4.19	583.50
217	4386.002	3652 EAST KELOWNA RD	LOT 12, PLAN KAP187, SEC 15, TWP 26, 41	1.06	147.62
217	4387.000	3183 DUNSTER RD	LOT , PLAN KAP187, SEC 15, TWP 26, 41	4.78	665.66
217	4394.000	3582 EAST KELOWNA RD	LOT B, PLAN KAP1670, SEC 15, TWP 26, 41	1.00	139.26
217	4396.000	2960 MCCULLOCH RD	LOT B, PLAN KAP1703, SEC 15, TWP 26, 41	4.41	614.14
217	4400.000	3430 POOLEY RD	LOT B, PLAN KAP1725, SEC 15, TWP 26, 41	11.76	1637.70
217	4402.000	3251 EAST KELOWNA RD	LOT 1, PLAN KAP3379, SEC 15, TWP 26, 41	3.89	541.72
217	4403.000	3240 POOLEY RD	LOT 2, PLAN KAP3379, SEC 15, TWP 26, 41	2.22	309.16
217	4404.000	3260 POOLEY RD	LOT 3, PLAN KAP3379, SEC 15, TWP 26, 41	11.19	1558.32
217	4406.000	3420 EAST KELOWNA RD	LOT 1, PLAN KAP3380, SEC 15, TWP 26, 41	11.75	1636.31
217	4407.000	3490 EAST KELOWNA RD	LOT 2, PLAN KAP3380, SEC 15, TWP 26, 41	8.94	1244.98
217	4412.000	3288 REID RD	LOT A, PLAN KAP4618, SEC 15, TWP 26, 41	14.02	1952.43
217	4416.000	3329 EAST KELOWNA RD	LOT 1, PLAN KAP5512, SEC 15, TWP 26, 41	6.69	931.65
217	4418.000	3375 DALL RD	LOT 1, PLAN KAP6585, SEC 15, TWP 26, 41	5.63	784.03
217	4420.000	3060 POOLEY RD	LOT 2, PLAN KAP6585, SEC 15, TWP 26, 41	2.15	299.41
217	4423.190	3350 EAST KELOWNA RD	LOT 1, PLAN KAP30593, SEC 15, TWP 26, 41	1.00	139.26
217	4423.192	3310 EAST KELOWNA RD	LOT 2, PLAN KAP30593, SEC 15, TWP 26, 41	14.52	2022.06
217	4423.194	3410 POOLEY RD	LOT A, PLAN KAP34483, SEC 15, TWP 26, 41	4.50	626.67
217	4423.198	3120 POOLEY RD	LOT B, PLAN KAP34888, SEC 15, TWP 26, 41	9.08	1264.48
217	4423.205	3480 POOLEY RD	LOT A, PLAN KAP53451, SEC 15, TWP 26, 41	1.00	139.26

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217	4423.207	3367 REID RD	LOT B, PLAN KAP55650, SEC 15, TWP 26, 41	1.85	257.63
217	4423.208	3390 REID RD	LOT 1, PLAN KAP56635, SEC 15, TWP 26, 41	1.00	139.26
217	4423.209	3360 REID RD	LOT 2, PLAN KAP56635, SEC 15, TWP 26, 41	7.32	1019.38
217	4428.000	3395 NEID RD	LOT 26, PLAN KAP187, SEC 16, TWP 26, 41	4.35	605.78
217	4432.000	3194 DUNSTER RD	LOT 5, PLAN KAP665, SEC 16, TWP 26, 41	1.94	270.16
217	4433.000	3172 DUNSTER RD	LOT 6, PLAN KAP665, SEC 16, TWP 26, 41	4.93	686.55
217	4436.000	3042 1 DUNSTER RD	LOT 9, PLAN KAP665, SEC 16, TWP 26, 41	1.66	231.17
217	4525.125	2830 EAST KELOWNA RD	LOT A, PLAN KAP32982, SEC 16, TWP 26, 41	3.89	541.72
217	4525.228	2877 EAST KELOWNA RD	LOT B, PLAN KAP33697, SEC 16, TWP 26, 41	8.05	1121.04
217	4525.503	2690 BEWLAY RD	LOT 1, PLAN KAP56199, SEC 16, TWP 26, 41	3.20	445.63
217	4574.000	2990 DUNSTER RD	LOT , PLAN KAP1353B, SEC 21, TWP 26, 41	10.26	1428.81
217	4591.000	2934 DUNSTER RD	LOT C, PLAN KAP1700, SEC 22, TWP 26, 41	7.89	1098.76
217	4805.214	2960 DUNSTER RD	LOT 1, PLAN KAP73437, SEC 22, TWP 26, 41	12.95	1803.42
217	4814.000	1250 BELGO RD	LOT 3, PLAN KAP2128, SEC , TWP 26, 41	5.94	827.20
217	4824.000	1205 BELGO RD	LOT 2, PLAN KAP2329, SEC 23, TWP 26, 41	2.42	337.01
217	4825.001	1368 3 TEASDALE RD	LOT 3, PLAN KAP2329, SEC 23, TWP 26, 41	17.17	2391.09
217	4837.000	1454 TEASDALE RD	LOT A, PLAN KAP4697, SEC 23, TWP 26, 41	1.92	267.38
217	4884.000	1255 BELGO RD	LOT 2, PLAN KAP5620B, SEC , TWP 26, 41	14.91	2076.37
217	4898.000	879 HIGHWAY 33 E	LOT 3, PLAN KAP9679, SEC , TWP 26, 41	8.94	1244.98
217	5479.000	3363 SPRINGFIELD RD	LOT 5, PLAN KAP1802, SEC 24, TWP 26, 41	12.14	1690.62
217	5482.001	700 HIGHWAY 33 E	LOT A, PLAN EPP7145, SEC 24, TWP 26, 41	1.00	139.26
217	5502.130	811 HIGHWAY 33 E	LOT A, PLAN KAP23321, SEC 24, TWP 26, 41	1.93	268.77
217	5502.305	1151 LEWIS RD	LOT A, PLAN KAP33567, SEC 24, TWP 26, 41	5.94	827.20
217	5502.310	881 HIGHWAY 33 E	LOT B, PLAN KAP33567, SEC 24, TWP 26, 41	9.67	1346.64
217	5503.001	751 HARTMAN RD	LOT , PLAN KAP264, SEC 25, TWP 26, 41	8.85	1232.45
217	5510.000	920 HARTMAN RD	LOT 3, PLAN KAP731, SEC 25, TWP 26, 41	6.38	888.48
217	5511.000	1130 HARTMAN RD	LOT 4, PLAN KAP731, SEC 25, TWP 26, 41	5.37	747.83
217	5513.002	1080 GIBSON RD	LOT A, PLAN EPP11757, SEC 25, TWP 26, 41	1.00	139.26



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217	5513.004	1120 GIBSON RD	LOT B, PLAN EPP11757, SEC 25, TWP 26, 41	6.85	953.93
217	5514.000	1145 MORRISON RD	LOT 2, PLAN KAP1515, SEC 25, TWP 26, 41	2.48	345.36
217	5516.000	712 MCCURDY RD E	LOT 4, PLAN KAP1515, SEC 25, TWP 26, 41	6.83	951.15
217	5517.000	375 GIBSON RD	LOT 4, PLAN KAP1760, SEC 25, TWP 26, 41	3.72	518.05
217	5519.002	1610 SWAINSON RD	LOT 1, PLAN KAP77945, SEC , TWP 26, 41	10.86	1512.36
217	5524.000	1308 MCKENZIE RD	LOT 12, PLAN KAP1760, SEC 25, TWP 26, 41	6.55	912.15
217	5529.000	1795 MCCURDY RD E	LOT 1, PLAN KAP77943, SEC , TWP 26, 41	13.14	1829.88
217	5530.000	1550 SWAINSON RD	LOT 1, PLAN KAP77944, SEC , TWP 26, 41	14.76	2055.48
217	5540.000	1485 SWAINSON RD	LOT 4, PLAN KAP3609, SEC 25, TWP 26, 41	1.00	139.26
217	5548.000	1090 MCKENZIE RD	LOT 2, PLAN KAP4586, SEC 25, TWP 26, 41	26.74	3723.81
217	5561.000	690 HARTMAN RD	LOT A, PLAN KAP5499, SEC 25, TWP 26, 41	16.60	2311.72
217	5579.469	1045 EL PASO RD	LOT 22, PLAN KAP22986, SEC 25, TWP 26, 41	5.00	696.30
217	5579.575	839 HARTMAN RD	LOT 2, PLAN KAP29183, SEC 25, TWP 26, 41	17.85	2485.79
217	5579.684	837 HARTMAN RD	LOT A, PLAN KAP35135, SEC 25, TWP 26, 41	2.66	370.43
217	6403.001	711 VALLEY RD	LOT 1, PLAN KAP71444, SEC 29, TWP 26, 41	3.47	483.23
217	6470.000	483 VALLEY RD	LOT 1, PLAN KAP896, SEC 32, TWP 26, 41	4.70	654.52
217	6471.000	463 VALLEY RD	LOT 2, PLAN KAP896, SEC , TWP 26, 41	2.03	282.70
217	6499.001	445 VALLEY RD	LOT 3, PLAN KAP896, SEC 33, TWP 26, 41	7.69	1070.91
217	6501.000	2224 ROJEM RD	LOT 4, PLAN KAP896, SEC 33, TWP 26, 41	8.87	1235.24
217	6502.000	389 VALLEY RD	LOT 5, PLAN KAP896, SEC 33, TWP 26, 41	9.68	1348.04
217	6507.000	2429 LONGHILL RD	LOT 14, PLAN KAP1068, SEC 33, TWP 26, 41	11.55	1608.45
217	6508.000	2449 LONGHILL RD	LOT 15, PLAN KAP1068, SEC 33, TWP 26, 41	1.61	224.21
217	6510.000	120 MAIL RD	LOT 15, PLAN KAP1068, SEC , TWP 26, 41	7.95	1107.12
217	6511.000	102 MAIL RD	LOT 16, PLAN KAP1068, SEC , TWP 26, 41	8.75	1218.53
217	6524.000	2300 30 SILVER PL	LOT 8, PLAN KAP1249, SEC 33, TWP 26, 41	3.43	477.66
217	6525.000	2227 ROJEM RD	LOT 9, PLAN KAP1249, SEC 33, TWP 26, 41	3.07	427.53
217	6527.000	2255 ROJEM RD	LOT 11, PLAN KAP1249, SEC 33, TWP 26, 41	4.42	615.53
217	6528.000	2309 ROJEM RD	LOT 12, PLAN KAP1249, SEC 33, TWP 26, 41	4.36	607.17
217	6529.000	2323 ROJEM RD	LOT 13, PLAN KAP1249, SEC 33, TWP 26, 41	2.78	387.14

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217	6533.000	2379 ROJEM RD	LOT 17, PLAN KAP1249, SEC 33, TWP 26, 41	1.96	272.95
217	6541.000	330 VALLEY RD	LOT 2, PLAN KAP4043, SEC 33, TWP 26, 41	1.00	139.26
217	6554.120	2389 2 ROJEM RD	LOT A, PLAN KAP26223, SEC 33, TWP 26, 41	4.91	683.77
217	6554.140	2400 LONGHILL RD	LOT A, PLAN KAP26592, SEC 4&33, TWP 23, 41	2.41	335.62
217	6554.160	2461 LONGHILL RD	LOT A, PLAN KAP28623, SEC 33, TWP 26, 41	6.07	845.31
217	6554.195	2350 SILVER PL	LOT 1, PLAN KAP33461, SEC 33, TWP 26, 41	4.57	636.42
217	6554.197	2489 LONGHILL RD	LOT 2, PLAN KAP33461, SEC 33, TWP 26, 41	4.13	575.14
217	6554.199	574 RIFLE RD	LOT 3, PLAN KAP33461, SEC 33, TWP 26, 41	3.39	472.09
217	6554.238	2351 ROJEM RD	LOT C, PLAN KAP61113, SEC 33, TWP 26, 41	4.45	619.71
217	6557.002	2710 LONGHILL RD	LOT B, PLAN KAP88097, SEC 34, TWP 26, 41	1.00	139.26
217	6612.470	2512 LONGHILL RD	LOT A, PLAN KAP26258, SEC , TWP 26, 41	13.50	1880.01
217	6612.672	2614 LONGHILL RD	LOT 1, PLAN KAP40166, SEC 34, TWP 26, 41	3.59	499.94
217	6646.000	625 CORNISH RD	LOT 27, PLAN KAP425, SEC , TWP 26, 41	1.00	139.26
217	6650.001	550 CORNISH RD	LOT 31, PLAN KAP425, SEC 3526, TWP , 41	1.00	139.26
217	6773.003	1685 RUTLAND RD N	LOT 3, PLAN KAP18313, SEC 35, TWP 26, 41	2.06	286.88
217	6776.900	1990 MCKENZIE RD	LOT 2, PLAN KAP425, SEC 36, TWP 26, 41	11.73	1633.52
217	6777.000	1900 MCKENZIE RD	LOT 3, PLAN KAP425, SEC 36, TWP 26, 41	5.78	804.92
217	6778.000	1893 MORRISON RD	LOT 3, PLAN KAP425, SEC 36, TWP 26, 41	2.57	357.90
217	6788.000	1304 MORRISON RD	LOT 10, PLAN KAP425, SEC 36, TWP 26, 41	7.58	1055.59
217	6794.000	685 2 OLD VERNON RD	LOT 16, PLAN KAP425, SEC , TWP 26, 41	7.70	1072.30
217	6799.510	1425 MORRISON RD	LOT B, PLAN EPP15301, SEC 36, TWP 26, 41	1.00	139.26
217	6803.000	1350 HORNING RD	LOT 20, PLAN KAP1760, SEC 36, TWP 26, 41	14.64	2038.77
217	6805.005	1920 MCCURDY RD E	LOT 3, PLAN KAP91486, SEC 31, TWP 27, 41	14.58	2030.41
217	6806.000	1431 LATTAR RD	LOT 24, PLAN KAP1760, SEC , TWP 26, 41	2.65	369.04
217	6807.001	1305 LATTAR RD	LOT 25, PLAN KAP1760, SEC 36, TWP 26, 41	12.99	1808.99
217	6810.002	1341 LATTAR RD	LOT 28, PLAN KAP1760, SEC 36, TWP 26, 41	1.50	208.89
217	6814.005	1360B LATTAR RD	LOT 1, PLAN KAP91485, SEC 31, TWP 27, 41	15.00	2088.90
217	6814.006	1400 LATTAR RD	LOT 2, PLAN KAP91485, SEC 31, TWP 27, 41	10.51	1463.62
217	6814.007	1448 LATTAR RD	LOT 3, PLAN KAP91485, SEC 31, TWP 27, 41	17.22	2398.06

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217	6817.001	1331 MCCURDY RD E	LOT 1, PLAN KAP4060, SEC 36, TWP 26, 41	19.57	2725.32
217	6819.000	1545 MCCURDY RD E	LOT 3, PLAN KAP4060, SEC 36, TWP 26, 41	15.90	2214.23
217	6820.000	1445 LATTA RD	LOT 25, PLAN KAP4218B, SEC 36, TWP 26, 41	12.24	1704.54
217	6828.195	1425 MCCURDY RD E	LOT 2, PLAN KAP23935, SEC 36, TWP 26, 41	1.51	210.28
217	6828.490	1761 MORRISON RD	LOT A, PLAN KAP25654, SEC 36, TWP 26, 41	3.97	552.86
217	6828.500	1750 MCKENZIE RD	LOT B, PLAN KAP25654, SEC 36, TWP 26, 41	9.38	1306.26
217	6828.524	1700 MCKENZIE RD	LOT D, PLAN KAP25654, SEC 36, TWP 26, 41	7.43	1034.70
217	6828.618	1301 LATTA RD	LOT 1, PLAN KAP33998, SEC 36, TWP 26, 41	1.00	139.26
217	6828.642	837 MCCURDY RD E	LOT 2, PLAN EPP14181, SEC 36, TWP 26, 41	1.00	139.26
217	6886.003	2025 1 TREETOP RD	LOT 1, PLAN KAP1760, SEC , TWP 27, 41	9.81	1366.14
217	6960.185	5681 LAKESHORE RD	LOT 1, PLAN EPP37698, SEC 16, TWP 28, 54	1.00	139.26
217	7143.000	559 BARNABY RD	LOT 3, PLAN KAP1743, SEC 25, TWP 28, 54	1.00	139.26
217	7161.000	4856 LAKESHORE RD	LOT , PLAN KAP1722, SEC 25, TWP 29, 41	3.73	519.44
217	7264.002	1456 DEHART RD	LOT 1, PLAN KAP1837, SEC , TWP 29, 41	11.58	1612.63
217	7269.000	999 CRAWFORD RD	LOT 1, PLAN KAP13170, SEC 31, TWP 29, 41	11.85	1650.23
217	7270.072	1265 CRAWFORD RD	LOT 2, PLAN KAP21104, SEC 31, TWP 29, 41	1.00	139.26
217	7270.074	1285 CRAWFORD RD	LOT 3, PLAN KAP21104, SEC , TWP 29, 41	1.00	139.26
217	7278.000	4551 STEWART RD W	LOT 220, PLAN KAP1247, SEC 32, TWP 29, 41	2.89	402.46
217	7280.000	4480 STEWART RD E	LOT 222, PLAN KAP1247, SEC 32, TWP 29, 41	1.00	139.26
217	7284.000	1933 SAUCIER RD	LOT 226, PLAN KAP1247, SEC 32, TWP 29, 41	1.00	139.26
217	7286.000	1690 SAUCIER RD	LOT 228, PLAN KAP1247, SEC 32, TWP 29, 41	1.00	139.26
217	7287.000	1670 SAUCIER RD	LOT 229, PLAN KAP1247, SEC 32, TWP 29, 41	6.61	920.51
217	7290.000	1650 SAUCIER RD	LOT 232, PLAN KAP1247, SEC 32, TWP 29, 41	6.69	931.65
217	7291.000	4202 BEDFORD RD	LOT 233, PLAN KAP1247, SEC 32, TWP 29, 41	9.74	1356.39
217	7293.000	1601 SAUCIER RD	LOT 238, PLAN KAP1247, SEC 32, TWP 29, 41	1.62	225.60
217	7296.000	1475 DEHART RD	LOT 246, PLAN KAP1247, SEC 32, TWP 29, 41	1.00	139.26
217	7304.000	4132 BEDFORD RD	LOT 3, PLAN KAP15793, SEC 32, TWP 29, 41	6.38	888.48
217	7304.010	1485 DEHART RD	LOT 1, PLAN KAP20969, SEC 32, TWP 29, 41	1.21	168.50
217	7351.000	4305 JAUD RD	LOT 5, PLAN KAP6171, SEC 34, TWP 29, 41	17.49	2435.66

<b>Jurisdiction</b>	<b>Roll</b>	<b>Grower Address</b>	<b>Legal Description</b>	<b>Adj- Acres</b>	<b>x 139.26</b>
217	9532.000	2527 GALE RD	LOT 1, PLAN KAP10810, SEC , TWP , 41	1.00	139.26
217	9533.000	2517 GALE RD	LOT 2, PLAN KAP10810, SEC , TWP , 41	5.02	699.09
217	9533.051	2545 GALE RD	LOT B, PLAN KAP19044, SEC , TWP , 41	1.00	139.26
217	9533.052	2499 GALE RD	LOT C, PLAN KAP19044, SEC , TWP , 41	1.00	139.26
217	9533.053	2475 GALE RD	LOT D, PLAN KAP19044, SEC , TWP , 41	1.00	139.26
217	9533.054	2449 GALE RD	LOT E, PLAN KAP19044, SEC , TWP , 41	1.00	139.26
217	9533.055	2427 GALE RD	LOT F, PLAN KAP19044, SEC , TWP , 41	1.00	139.26
217	10393.000	2050 BYRNS RD	LOT 1, PLAN KAP2830, SEC 17, TWP 26, 41	18.74	2609.73
217	10394.001	2190 COOPER RD	LOT A, PLAN KAP80629, SEC , TWP , 41	6.70	933.04
217	10410.000	1756 BYRNS RD	LOT 23, PLAN KAP415, SEC , TWP , 41	11.40	1587.56
217	10411.000	1890 BYRNS RD	LOT 23, PLAN KAP415, SEC 19, TWP 26, 41	4.35	605.78
217	10414.000	1756 BYRNS RD	LOT 26, PLAN KAP415, SEC , TWP , 41	15.50	2158.53
217	10517.000	2225 BURTCH RD	LOT 1, PLAN KAP78759, SEC , TWP , 41	1.00	139.26
217	10518.000	1650 BYRNS RD	LOT 2, PLAN KAP78759, SEC , TWP , 41	3.61	502.73
217	10519.852	2225 SPALL RD	LOT B, PLAN KAP40808, SEC , TWP , 41	13.45	1873.05
217	10519.854	1980 BYRNS RD	LOT C, PLAN KAP40808, SEC , TWP , 41	10.99	1530.47
217	10519.856	1990 BYRNS RD	LOT D, PLAN KAP40808, SEC , TWP , 41	1.00	139.26
217	10531.000	1909 BYRNS RD	LOT 15, PLAN KAP415, SEC , TWP , 41	10.05	1399.56
217	10539.000	2429 BENVOLIN RD	LOT 2, PLAN KAP2332, SEC , TWP , 41	1.00	139.26
217	10543.001	2589 BENVOLIN RD	LOT 1, PLAN KAP3357, SEC , TWP , 41	6.26	871.77
217	10549.000	2029 BYRNS RD	LOT 2, PLAN KAP8615, SEC , TWP , 41	8.21	1143.32
217	10589.113	1909 BYRNS RD	LOT B, PLAN KAP67173, SEC , TWP , 41	18.70	2604.16
217	10756.035	1394 LADNER RD	LOT 1, PLAN KAP73438, SEC , TWP , 41	1.00	139.26
217	11501.711	4365 HOBSON RD	LOT 25, PLAN KAP27559, SEC , TWP , 41	1.00	139.26
217	11502.309	4340 HOBSON RD	LOT A, PLAN KAP69885, SEC , TWP , 41	1.00	139.26
217	12185.840	2450 SAUCIER RD	LOT 166, PLAN KAP1247, SEC 33, TWP 29, 41	3.68	512.48
217	12185.870	2225 SAUCIER RD	LOT 180, PLAN KAP1247, SEC 33, TWP 29, 41	1.00	139.26
217	12191.000	4400 JAUD RD	LOT 3, PLAN KAP1734, SEC 33, TWP 29, 41	14.10	1963.57
217	12199.072	4499 WALLACE HILL RD	LOT A, PLAN KAP35213, SEC , TWP , 41	2.06	286.88

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217	12199.082	4380 WALLACE HILL RD	LOT 2, PLAN KAP39632, SEC , TWP , 41	4.70	654.52
217	12199.103	2740 HARVARD RD	LOT 14, PLAN KAP62784, SEC , TWP , 41	3.11	433.10
217	12199.105	4300 WALLACE HILL RD	LOT B, PLAN KAP62482, SEC , TWP , 41	15.82	2203.09