

Agricultural Advisory Committee

AGENDA



Thursday, October 13, 2016
6:00 pm
Council Chamber
City Hall, 1435 Water Street

Pages

1. Call to Order

THE CHAIR WILL CALL THE HEARING TO ORDER:

- (a) The purpose of this Meeting is to consider certain Development Applications as noted on this meeting Agenda.
- (b) The Reports to Committee concerning the subject development applications are available on the City's website at www.kelowna.ca.
- (c) All representations to the Agricultural Advisory Committee form part of the public record.
- (d) As an Advisory Committee of Council, the Agricultural Advisory Committee will make a recommendation of support or non-support for each application as part of the public process. City Council will consider the application at a future date and, depending on the nature of the file, will make a decision or a recommendation to the Agricultural Land Commission.

2. Applications for Consideration

- | | | |
|------------|---|----------------|
| 2.1 | 4077 & 4079 June Springs Road, Z16-0065 - Lance & Shanti Handley and Alvin Whittle | 3 - 11 |
| | To rezone the subject property from A1 - Agriculture 1 zone to A1c - Agriculture 1 with Carriage House zone. | |
| 2.2 | TA16-0015, TA16-0016 & OCP16-0022, Text Amendment, Temporary Farm Worker Housing - City of Kelowna | 12 - 34 |
| | To provide policy for temporary farm worker housing that meets the needs of farmers, which adheres to provincial standards, in conjunction with a consistent regional approach. | |

3. Referrals

There are no referrals.

4. Other Business

4.1 Okanagan Regional Adaptation Strategies Plan

4.2 Agri-Food Business Planning Program - November 16 & 17, 2016

5. Agricultural Land Commission Decisions

5.1 1629-1649 KLO Road - Reconsideration Request

6. Next Meeting

November 10, 2016

7. Adjourn Meeting & Reconvene in Knox Mountain Meeting Room

8. Workshop

8.1 City of Kelowna Agriculture Plan Update

35 - 46

To obtain input from the Agricultural Advisory Committee with respect to the City of Kelowna's Agriculture Plan.

9. Termination of Meeting

COMMITTEE REPORT



Date: September 29, 2016

RIM No. 0800-50

To: Agricultural Advisory Committee (AAC)

From: Community Planning Department (BD)

Application: Z16-0065 **Owner:** Lance & Shanti Handley
Alvin Whittle

Address: 4077 & 4079 June Springs Rd **Applicant:** Shanti Handley

Subject: Application to the ALC for a Non-Farm Use (Carriage House)

Existing OCP Designation: REP - Resource Protection Area

Existing Zone: A1 - Agriculture 1

Proposed Zone: A1c - Agriculture 1 with Carriage House

1.0 Purpose

To rezone the subject property from A1 - Agriculture 1 zone to A1c - Agriculture 1 with Carriage House zone.

2.0 Proposal

2.1 Background

This property is zoned A1 - Agriculture; is located within the Agricultural Land Reserve; is located outside of the Permanent Growth Boundary; and has a Future Land Use Designation as REP - Resource Protection Area.

Prior to 2007 three structures existed on site including two detached single family residences. In 2007, a building permit (BP 34965) was issued for construction of a two storey accessory building, including one additional Agricultural Dwelling for farm worker accommodation on the second storey of this accessory building. The northern third of the parcel is utilized as a plant nursery.

Prior to the issuance of an occupancy permit for the accessory building in September 2009, a demolition permit was issued and the original three structures were removed from site.

Also in September 2009, a second Building Permit, (BP39006), was issued for the construction of one Single Family Dwelling as the principal residence, (See Attachment 1: letter from City of Kelowna Development Services dated June 18, 2009). Occupancy was permitted in 2011.

The current rezoning application was submitted on September 23, 2016, (Z16-0065). Development Permit (DP16-0237) is also currently under review for form and character, while DVP16- 0238 addresses four proposed variances to the Zoning Bylaw.

2.2 Project Description

The applicant is proposing to rezone the property from A1 - Agriculture 1 zone to A1c - Agriculture 1 with Carriage House zone in order to allow an existing dwelling unit constructed in the upper floor of an accessory building to conform to City of Kelowna Zoning Bylaw.

The siting and overall exterior design of the building remains unchanged. Private open space is provided on an uncovered 32.7 m² balcony accessed on the south side of the dwelling unit.

Four variances are proposed for consideration:

A variance for the maximum floor area of the carriage house is requested. The maximum allowable floor area is 90 m². The existing floor area of the carriage house is 107.4 m² and is over the allowable area by 17.4m². The carriage house floor area would be difficult to modify as the building already exists on site as an accessory building.

The second variance is to allow the upper storey floor area of the carriage house to be more than 75% of the accessory building footprint. The area of the existing upper floor area to building footprint is 76.7%, (107.4 m² to 140 m²), which is over the allowable area by 1.7%.

The third variance is to vary the distance between the principal dwelling and the carriage house. In the interests of homeplating, the carriage house must be located no further than 10m from the principal dwelling. The existing accessory building is located 30.48m from the principal dwelling.

The final variance is to the building height is required, as the maximum height of a carriage house is 6.0m and the accessory building was constructed to a height of 7.47m at it's mid-point.

2.3 Site Context

Map 1 - Neighbourhood

The subject property is located in Southeast Kelowna on the north side of June Springs Road, between Spiers and McClain Roads. The subject parcel and adjacent parcels on the east and west, as well as south across June Springs Road have a Future Land Use designation of REP and all are within the Agricultural Land Reserve (ALR). The parcel to the north, with frontage on McCullough Road has a Future Land Use designation of S2RES and is within the Agricultural Land Reserve (ALR).

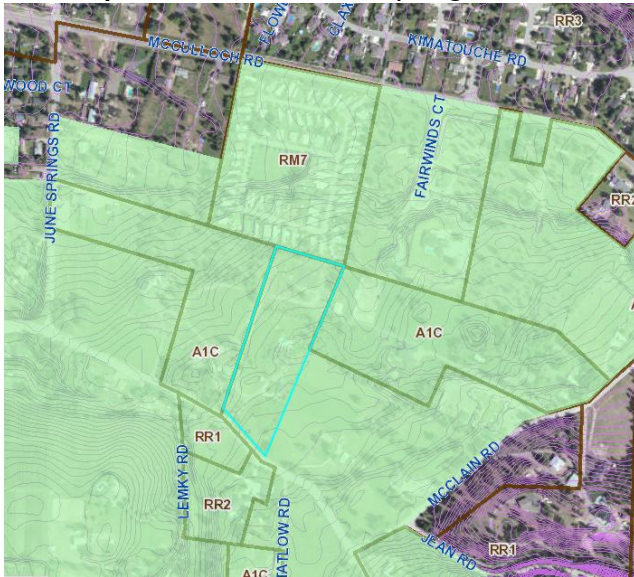
Specifically, adjacent land uses are as follows:

Orientation	Zoning	Land Use
North	RM7- Mobile Home Park	Residential
East	A1c -Agriculture 1	Agriculture
South	A1 - Agriculture 1	Agriculture
West	A1 - Agriculture 1 A1c - Agriculture 1	Agriculture

Neighbourhood Context Map: 4077 & 4079 June Springs Road



ALR Map: 4077 & 4079 June Springs Road



Subject Map: 4077 & 4079 June Springs Road



2.4 Zoning Analysis Table

Zoning Analysis Table		
CRITERIA	A1c ZONE REQUIREMENTS (Carriage House)	PROPOSAL
Existing Lot/Subdivision Regulations		
Min. Lot Area	20,000 m ²	26,830.6 m ²
Min. Lot Width	40 m	92.88 m
Development Regulations		
Max. Site Coverage for residential development (principal dwelling and carriage house)	10%	2.45%
Max. Floor Area of carriage house	90m ²	107.4m ² ❶
Maximum carriage house floor area to accessory building footprint	75%	76.7% (+1.7%)❷
Setback from Principal Dwelling	Maximum 10.0m	30.48m (+20.48 m)❸
Carriage House Regulations		
Max. Height (mid point of roof)	6.0m	7.47m (+1.47m)❹
Min. Front Yard (to June Springs Rd)	6.0m	> 6m
Min. Side Yard (east)	3.0m	>3m
❶ Indicates a requested variance to the carriage house floor area. ❷ Indicates a requested variance to the second storey floor area. ❸ Indicates a requested variance to the setback from the principal dwelling. ❹ Indicates a requested variance to the roof height.		

3.0 Current Development Policies

3.1 Kelowna Official Community Plan (OCP)

Land Use Designation Definitions:

Resource Protection Area (REP).¹ Rural land preserved for agricultural, environmental and recreational purposes, including the ALR, other resource lands with environmental value and protected natural open spaces, including private open space, steeply sloped lands, Natural Environment/Hazardous Condition DP Areas, and other natural features such as watercourses, water bodies, wetlands, plant and wildlife habitat, and significant aesthetic value. Allowable uses would be agriculture / resource use including farming, forestry, wood lots and silviculture as well as public or private open space on lands considered environmentally sensitive or hazardous (steep slopes). Generally land areas within this designation (whether they are within the permanent growth boundary or not) will not be supported for exclusion from the ALR or for more intensive development than that allowed under current zoning regulations, except in specific circumstances where the City of Kelowna will allow exceptions to satisfy civic objectives for the provision of park/recreation uses. Non-ALR land outside the Permanent Growth Boundary will not be supported for any further parcelization.

Preserve productive agricultural land:

Homeplating.² 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.

Application Chronology

Date of Application Received:	September 23, 2016
Circulated for comment	September 28, 2016
Comments due back	October 5, 2016
Agricultural Advisory Committee	October 13, 2016

Report prepared by: Barb Davidson, Planner

Reviewed by: ☐ Todd Cashin, Suburban and Rural Planning Manager

Reviewed by: ☐ Ryan Smith, Urban Planning Manager

Attachments:

Attachment 1: letter from City of Kelowna Development Services dated June 18, 2009

Attachment 2: Site Photographs

Footnotes:

1. Official Community Plan - Chapter 4.0 Future Land Use - Land Use Designation Definitions (page 4.2)
2. Official Community Plan - Chapter 5.0 Development Process - Objective 5.34 Preserve productive agricultural land - Policy .3 (page 5.36)

Attachment 1:



Development Services
City Hall, 1435 Water Street
Kelowna, BC V1Y 1J4
P: 250 469-8960 | F: 250 862-3314
www.kelowna.ca

June 18, 2009

COPY

Mr. Alvin Whittle
P.O. Box 29107
RPO Okanagan Mission
Kelowna, BC
V1W 4A7

Dear Mr. Whittle:

Re: 4079 June Springs Road, Kelowna, BC. – Additional Agricultural Dwelling

This letter will confirm my understanding of the discussions I have been involved with regarding this property over the past two years. I understand the parcel of land is 6.63 acres and apart from the location of the dwelling units it will be used as a plant nursery. The nursery business you are developing and operating will involve intensive use of the land on a regular basis each year and you will require additional farm help to properly operate the nursery.

These circumstances would support the need for one Additional Agricultural Dwelling for farm worker accommodation as well as the one Single Family Dwelling for the use of the principle resident on the land. These matters have been reviewed and agreed to by the Land Use Department and the Development Services Department of the City of Kelowna.

This letter will be retained by the City in the street file for this property as a reference document for use at the time an application for construction is being considered by staff. I would suggest you retain a copy for yourself as well.

Yours truly,

Ron Dickinson
Director Development Services

/tr

cc: Shelley Gambacort
Director Land Use Management

Nature Works Landscape & Design
PO Box 29107 RPO Okanagan Mission
Kelowna, BC V1W 4A7

Attachment 2:



Photo 1: View from June Springs Road



Photo 2: View of Plant Nursery



Photo 3: View of Plant Nursery



Photo 4: north elevation of proposed carriage house



Photo 5: west elevation of proposed carriage house

COMMITTEE REPORT



Date: October 13, 2016
RIM No. 1210-21
To: Agricultural Advisory Committee (AAC)
From: Community Planning Department (MS)
Application: TA16-0015; TA16-0016 and OCP16-0022
Subject: Temporary Farm Worker Housing - Text Amendment

1.0 Purpose

To provide policy for temporary farm worker housing that meets the needs of farmers, which adheres to provincial standards, in conjunction with a consistent regional approach.

2.0 Proposal

2.1 Background

Temporary farm worker housing (TFWH) has become an issue due to the growing demand for temporary migrant farm workers. A general lack of labour due to lack of farm family succession, an aging farm labour population and farm size have led to a critical shortage of experienced farm labour in much of BC.¹ Central Okanagan municipalities are not immune to these challenges, and have been presented with challenging applications to house hundreds of temporary farm workers, as farmers utilize programs such as the federal Seasonal Agriculture Worker Program (SAWP). The SAWP program allows employers to hire temporary foreign workers for a maximum period of 8 months.²

City staff recognize that farming operations are now shared through the region, and further recommended that a regional approach be pursued in an effort to provide benefit in providing consistent policies across the Central Okanagan. In late 2015, an initiative was established across the region to create consistent local government regulations for migrant farm worker housing. City of Kelowna, has collaborated with other Central Okanagan municipalities, Ministry of Agriculture and Agriculture Land Commission to review the region's migrant farm worker housing regulations with the intent of creating a set of regulations for Temporary Farm Worker Housing (TFWH), consistent with the Ministry of Agriculture Guide to Bylaw Development in Farming Areas³. The District of Peachland declined to participate due to limited ALR land in their region and consequently TFWH has not, nor is expected to, become an issue.

¹ Ministry of Agriculture, 2009. Regulating Temporary Farm Worker Housing in the ALR, Discussion Papers and Standards.

² Government of Canada, 2016. Hire a temporary foreign worker through the Seasonal Agriculture Worker Program – Overview. http://www.esdc.gc.ca/en/foreign_workers/hire/seasonal_agricultural/overview.page

³ Ministry of Agriculture, 2015. Guide for Bylaw Development in Farming Areas.

Policies have been drafted based on Ministry of Agriculture's "Guide for Bylaw Development in Farming Areas" as well as best practice research from six other communities including Abbotsford, Delta, Maple Ridge, Pitt Meadows, Richmond, and Langley. The intent of the policies are to reduce the footprint on farm land and minimize the risk of TFWH being used for non-farm purposes, while allowing for some flexibility when processing applications. It should be noted that the proposed policies address temporary farm worker housing only. Applications for housing for relatives or additional housing for full time farm employees are addressed through different policies.

The City of Kelowna and Regional District of Central Okanagan will concurrently be undergoing the referral process for the proposed new policies. The District of Lake Country will bring the proposed policies to their Council for discussion towards the end of the year and the City of West Kelowna will be considering the proposed policies as part of their Zoning Bylaw review later this fall.

2.2 Project Description

The proposed regulations have been developed based on the following principles:

1. Regional Approach;
2. Meets needs of Farmers;
3. Clear; and
4. Appropriate level of local regulation.

The proposed regulations have the following objectives:

1. Minimize footprint on farm land;
2. Uses existing dwellings within the Farm Unit as a first option wherever possible;
3. Requires new TFWH to be temporary structures on non-permanent foundations;
4. Addresses dwellings on all properties within the Farm Unit which includes leased properties;
5. Addresses buffers to adjacent properties; and
6. Measurable

It is noted that City staff's proposal varies slightly from the regulations currently proposed by RDCO staff. Specifically, the variations include the following:

- The City proposes to continue their process of requiring Farm Help Permits, which require Council consideration in addition to a building permit. A revised change to the Development Applications Procedure Bylaw would stipulate that Farm Help Permits for eight workers or less would be Direct Permits, signed by the Director of Community Planning, while farm Help Permits of nine or more would go to Council for a determination. (See attached Schedule B).
- The Regional District proposes to continue the process of allowing TFWH as a permitted use should all zoning regulations be met; a building permit would be required.
- RDCO plan to not introduce the Farm Residential Footprint (ie. home plate) to their Zoning Bylaw, instead they are utilizing the requirement that the TFWH must be within 60m of a road.

- The City stipulates that TFWH shall only be occupied during the period of March 1 to October 31. This will be a clear requirement for enforcement purposes. Should farmers require farm help outside of the normal growing season, the requirement for a permanent dwelling would be investigated. Council Policy #3 stipulates that requests for full time farm help dwellings will be forwarded to the Agricultural Land Commission for determination. The RDCO is recommending that the housing be occupied only during the Farm Unit's growing, harvesting, and pruning periods.

The proposals subtle differences are in recognition that the RDCO and the City have diverse levels of staffing, current processes, and urban/rural scenarios. Overall, the Regional District's and the City's proposed regulations meet the intent of a regional approach to TFWH.

3.0 Community Planning

The text amendment represents a consistent regulations for migrant farm worker housing. Staff have collaborated with RDCO member municipalities, Ministry of Agriculture (see attached letter of support) and Agriculture Land Commission to review the Central Okanagan region's migrant farm worker housing regulations with the intent of creating a set of regulations for Temporary Farm Worker Housing (TFWH), consistent with the Ministry of Agriculture Guide to Bylaw Development in Farming Areas⁴.

Report prepared by:

Melanie Steppuhn, Land Use Planner

Reviewed by:



Todd Cashin, Community Planning Department Manager

Attachments:

Attachment A - City of Kelowna Policies

TA16-0015 - Schedule A - Table of Proposed Changes to the OCP, Zoning and Building Bylaws

TA16-0016 - Schedule A - Table of Proposed Changes to the Development Applications Procedures Bylaw

Ministry of Agriculture Letter of Support (Sept. 9, 2016)

Comparative Regulations from other BC Municipalities

SCHEDULE A - Policies

⁴ Ministry of Agriculture, 2015. Guide for Bylaw Development in Farming Areas.

Subject: Temporary Farm Worker Housing

Kelowna Official Community Plan (OCP)

Agricultural Land Use Policies

Objective 5.33 Protect and enhance local agriculture⁵.

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.

Objective 5.34 Preserve Productive Agricultural Land

Farm Help Housing⁶

Generally Farm Help Housing. Accommodation for farm help on the same agricultural parcel will be considered only where:

- agriculture is the principal use on the parcel, and
- the applicant demonstrates that the additional housing is necessary to accommodate farm employee(s) whose residence on the farm property is considered critical to the overall operation of the farm. The primary consideration is whether the scale of the farm operation is large enough that permanent help is deemed necessary.

Temporary farm worker housing (e.g. bunkhouse accommodation on non-permanent foundations) is the preferred solution where the need for farm worker housing is justified.

⁵ City of Kelowna 2030 Official Community Plan: Agricultural Land Use Policies Chapter. P. 5.35.

⁶ City of Kelowna 2030 Official Community Plan. Future Land Use Chapter. P. 4.2.

TA16-0015 - DRAFT				
List of Amendments to Zoning Bylaw No. 8000 for Temporary Farm Worker Housing				
No.	Section	Existing	Proposed	Explanation
1	Replace in Section 2 Interpretation, 2.3 General Definitions	AGRICULTURAL DWELLINGS, ADDITIONAL means any dwelling on a bona fide agricultural operation that is used to house full-time permanent or seasonal farm workers employed on the same site as the agricultural operation only. This may include but is not limited to single detached houses, mobile homes , or bunkhouses.	AGRICULTURAL DWELLING(S), ADDITIONAL means any dwelling on a bona fide agricultural operation that is used to house full-time permanent or seasonal farm workers employed on the farm unit . This may include but is not limited to single detached houses, mobile homes , or bunkhouses.	Replaced the words “on the same site” with farm unit so the definition is consistent with temporary farm worker(s) .
2	Add to Section 2 Interpretation, 2.3 General Definitions		FARM RESIDENTIAL FOOTPRINT means the portion of a lot that includes all structures, landscaping, driveways and parking areas associated with the principal dwelling, including but not limited to the principal dwelling, mobile home for family, home based business (minor, major and rural) , accessory structures including garage and storage, recreation areas (including pools and sport courts), and outdoor living areas. Structures not included in the farm residential footprint are agricultural structures ,	Introduction of a new definition consistent with Ministry of Agriculture “Guide for Bylaw Development in Farming Areas.”

			including greenhouses , and agricultural and garden stands .	
3	Add to Section 2 Interpretation, 2.3 General Definitions		FARM UNIT means one or more contiguous or non-contiguous parcels, that may be owned, rented or leased, within City limits, which forms and is managed as a single farm.	Introduction of a new definition consistent with Ministry of Agriculture "Guide for Bylaw Development in Farming Areas."
4	Add to Section 2 Interpretation, 2.3 General Definitions		<p>ON-FARM PROCESSING means the undertaking of processes, including mixing, drying, canning, size reduction, fermentation, heat treatments, cold treatments, chemical treatments, and biological treatments on a farm unit to:</p> <ul style="list-style-type: none"> • Prepare value added products from farm products to sell, or • Prepare feed for livestock, poultry, farmed game, located on the farm <p>But excludes on-farm composting, on-farm soil preparation, and on-farm soilless medium production.</p>	Introduction of a new definition consistent with Ministry of Agriculture "Guide for Bylaw Development in Farming Areas."
5	Add to Section 2 Interpretation, 2.3 General Definitions		TEMPORARY FARM WORKER(S) means an individual or individuals who carry out agricultural work on a temporary and seasonal basis on a farm unit .	Introduction of a new definition consistent with Ministry of Agriculture "Guide for Bylaw Development in Farming Areas."
6	Add to Section 2 Interpretation,		TEMPORARY FARM WORKER HOUSING (TFWH) means a	Introduction of a new definition consistent with Ministry of

	2.3 General Definitions		dwelling to temporarily accommodate temporary farm worker(s) , which is accessory to a farm unit , that is used to provide spaces for cooking, sanitary, living and sleeping.	Agriculture “Guide for Bylaw Development in Farming Areas.”
7	Add to Section 2 Interpretation, 2.3 General Definitions		TEMPORARY FARM WORKER HOUSING (TFWH) FOOTPRINT means the portion of a lot that includes all structures, driveways and parking areas associated with the temporary farm worker housing , including but not limited to structures for cooking, sanitary, living and sleeping. The footprint does not include the vegetated buffer.	Definition modified from farm residential footprint to distinguish the area used for temporary farm worker housing .
8	Add to Section 9 Specific Use Regulations		9.13 Temporary Farm Worker Housing	Addition of category to specific use regulations for temporary farm worker housing .
9	Add to Section 9 Specific Use Regulations, 9.13 Temporary Farm Worker Housing		<p>9.13.1 The following requirements must be met prior to the issuance of a permit for a temporary Farm Worker Housing structure:</p> <p>(a) Farm Classification for the parcel, as determined by the <i>BC Assessment Act</i>.</p> <p>(b) Minimum parcel size is 3.8 ha.</p> <p>(c) The need for temporary farm worker housing onsite to house temporary farm workers must be demonstrated through documentation such as a</p>	Addition of specific use regulations outlining the conditions that must be met for temporary farm worker housing .

			<p>contract with the federal government through a migrant worker program, such as the Seasonal Agricultural Worker Program, farm receipts and / or previous employment records, and/or a farm plan prepared by a professional agrologist.</p> <p>(d) New TFWH structures shall include a communal kitchen.</p> <p>(e) The TFWH shall be occupied for no longer than the period March 1st to October 31st.</p> <p>(f) A statutory declaration must be filed with the local government annually, by January 31st, stating that the building will be used only for TFWH for a specified period of time.</p> <p>(g) If the temporary farm worker housing is vacant for two consecutive growing seasons, the owner will remove, at their expense, any temporary structures for temporary farm worker housing, and remove or decommission any existing buildings that had been repurposed for temporary farm worker housing purposes, by</p>	
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			December 31 st of the second year of vacancy.	
10	Add to Section 9 Specific Use Regulations, 9.13 Temporary Farm Worker Housing		9.13.2 TFWH Footprint Size (a) Percentage of TFWH footprint may not exceed five per cent of the parcel size and may not exceed 0.25 ha.	Addition of specific use regulations for temporary farm worker housing footprint size .
11	Add to Section 9 Specific Use Regulations, 9.13 Temporary Farm Worker Housing		9.13.3 TEMPORARY FARMWORKER ALLOCATION (a) A maximum of forty temporary farm workers for farm units less than or equal to 30 ha. For those farm units greater than 30 ha, 1.34 temporary farm workers are allowed per one ha of land within the farm unit . (b) Where a farm unit comprises of multiple parcels of land, TFWH may be clustered on a single parcel, subject to: i. A restrictive covenant be registered on all other parcels of the farm unit restricting the development of further TFWH on said parcels, and transferring the allocation of TFWH to the parcel being developed with TFWH .	Addition of specific use regulations for the number of temporary farm workers .

			(c) Farm units with greenhouses and/or on-farm processing structures may increase allowable number of workers by 1 worker per each 1000 m2 of greenhouse and/or on-farm processing structures.	
12	Replace in Section 11 Agriculture Zones 11.1.3 Secondary Uses	(a) agricultural dwellings, additional	(a) agricultural dwelling(s), additional	Update the word to match with revised definition.
13	Add to Section 11 Agriculture Zones 11.1.4 Buildings and Structures Permitted		(f) TFWH may be in one of the following structure types: <ul style="list-style-type: none"> i. Existing structure with a Building Permit that was approved at least 2 years prior to TFWH application, to be converted into TFWH, on the parcel within the farm unit. ii. New TFWH must be in temporary structures on non-permanent foundations, such that it is designed to be removed by a truck or vehicle. 	Regulations for type of structures permitted for TFWH .

OCP16-0022 - DRAFT

List of Amendments to Official Community Plan Bylaw No. 10500 for Temporary Farm Worker Housing

No.	Section	Existing	Proposed	Explanation
1	Chapter 5 - Development Processes Revise policy 5.34.2 to replace the words agricultural parcel with farm unit.	<p>Farm Help Housing. Accommodation for farm help on the same agricultural parcel will be considered only where:</p> <ul style="list-style-type: none"> • agriculture is the principal use on the parcel, and • the applicant demonstrates that the additional housing is necessary to accommodate farm employee(s) whose residence on the farm property is considered critical to the overall operation of the farm. The primary consideration is whether the scale of the farm operation is large enough that permanent help is deemed necessary. <p>Temporary farm worker housing (e.g. bunkhouse accommodation on non-permanent foundations) is the preferred solution where the need for farm worker housing is justified.</p>	<p>Farm Help Housing. Accommodation for farm help on the same farm unit will be considered only where:</p> <ul style="list-style-type: none"> • agriculture is the principal use on the parcel, and • the applicant demonstrates that the additional housing is necessary to accommodate farm employee(s) whose residence on the farm property is considered critical to the overall operation of the farm. The primary consideration is whether the scale of the farm operation is large enough that permanent help is deemed necessary. <p>Temporary farm worker housing (e.g. bunkhouse accommodation on non-permanent foundations) is the preferred solution where the need for farm worker housing is justified.</p>	Replace the words 'agricultural parcel' with 'farm unit' to be consistent with Zoning Bylaw
2	Chapter 15 - Farm Protection Development Permit Guidelines	1) Any development located on Agricultural Lands before: a. Subdivision of land; b. A Building Permit, Soil Permit, or alteration of land associated with the	1) Any development located on Agricultural Lands before: a. Subdivision of land; b. A Building Permit, Soil Permit, or alteration of land associated with the	Remove agri-tourist accommodation to be consistent with Zoning Bylaw amendment to prohibit the use of Agri-tourist accommodation within the A1 zone. (received third

	Remove agri-tourist accommodation under Properties Affected 1. b. ii.	following uses: i. agri-tourism; ii. agri-tourist accommodation; iii. agricultural dwellings, additional; iv. secondary suite (within an accessory building or structure); v. utility services, minor impact; vi. wineries and cideries; vii. greenhouses and plant nurseries; viii. agricultural and garden stands; ix. temporary farm worker housing.	following uses: i. agri-tourism; ii. agricultural dwellings, additional; iii. secondary suite (within an accessory building or structure); iv. utility services, minor impact; v. wineries and cideries; vi. greenhouses and plant nurseries; vii. agricultural and garden stands; viii. temporary farm worker housing.	reading at August 23, 2016 Council meeting).
3	Chapter 15 - Farm Protection Development Permit Guidelines Add new guideline under 1.7 and label it 1.8		Design temporary farm worker housing such that: <ul style="list-style-type: none"> • Temporary farm worker housing footprint should be contiguous with the farm residential footprint (homeplate) and / or within 60 metres of the road. • Temporary farm worker housing should have a minimum 3 metre wide vegetated buffer for screening to adjacent property lines and between the temporary farm worker housing and active farming areas. • Temporary farm worker housing should use all existing dwellings within the farm unit, prior to building 	Addition of policy on where temporary farm worker housing should be located, the type of buffer required as well as using existing dwellings first prior to construction of new temporary farm worker housing.

			<p>new temporary farm worker housing, unless the existing dwellings are used for a use consistent with the Agriculture Land Commission Act. Alternatively, the existing dwellings on the farm unit must be removed, decommissioned to an approved use or demolished, including decommissioning the existing septic system, prior to the authorization of a new temporary farm worker housing structure.</p>	
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SCHEDULE 'A' - TA16-0016

Procedures Bylaw No. 10540 - DRAFT			
No.	Section	Existing Text	Proposed Text
1	Section 1.4.1 Definitions	'Additional Dwelling for Farm Employee Permit' means a permit authorized by Section 15(1) of the <i>Community Charter</i> for the accommodation of a full-time employee or employees paid to work on a farm operation.	'Additional Dwelling for Farm Employee Permit' means a permit authorized by Section 15(1) of the <i>Community Charter</i> for the accommodation of a full-time employee or employees paid to work on a farm operation.
2	Section 1.4.1 Definitions	No definition in bylaw.	'Agricultural Advisory Committee' means an advisory committee established by Council.
3	Section 1.4.1 Definitions	No definition in bylaw.	'Direct Temporary Farm Worker Housing Permit' means a Permit issued by the Director of Land Use Management that applies to development that meets the following criteria: <ul style="list-style-type: none"> • Is for eight or fewer sleeping units in one or more Temporary farm worker agricultural dwellings; and • Is consistent with the applicable guidelines and policies of the Official Community Plan and regulations of the Zoning Bylaw.
4	Section 1.4.1 Definitions	No definition in bylaw.	'Temporary Farm Worker Housing Permit' means a permit authorized by Section 15(1) of the <i>Community Charter</i> for the accommodation of an employee(s) paid to work on a farm operation on a temporary/Temporary basis.
5	Section 2.1 Making Application	2.1.2 Application Requirements and Processing h) An Application for an Additional Dwelling for Farm Employee Permit will be made and processed substantially in accordance with Schedule '9' of this bylaw.	2.1.2 Application Requirements and Processing h) An Application for a Additional Dwelling for Farm Employee Temporary Farm Worker Housing Permit will be made and processed substantially in accordance with Schedule '9' of this bylaw.
6	Section 2.2 Council Decisions	2.3.4 Issuance or Refusal of Additional Dwelling for Farm Employee Permits	2.3.4 Issuance or Refusal of Additional Dwelling for Farm Employee Temporary Farm Worker Housing Permits

Procedures Bylaw No. 10540 - DRAFT			
No.	Section	Existing Text	Proposed Text
		The powers of Council under Section 15(1) of the <i>Community Charter</i> to issue, to refuse, to amend and to set conditions for permits for the placement of dwellings for the accommodation of farm help, in accordance with the <i>Agricultural Land Commission Act</i> and Regulations.	The powers of Council under Section 15(1) of the <i>Community Charter</i> to issue, to refuse, to amend and to set conditions for permits for the placement of dwellings for the accommodation of farm help Temporary farm workers, in accordance with the <i>Agricultural Land Commission Act</i> and Regulations.
7	Add to Section 2.4.2 '(s)' and Renumber '(t) Development Approval Information		s) Agricultural impacts, including, but not limited to a soils assessment; t) Any other topic in relation to which the Director of Land Use Management considers the proposed activity or development impacts the jurisdiction of the City.
8	Schedule '9' Applications for Additional Dwelling for Farm Employee Permits	<p>Schedule '9' Applications for Additional Dwelling for Farm Employee Permits</p> <p>This information is meant as a general guide only and is not regarded as the right to development approval if the steps indicated are followed.</p> <p>1.0 APPLICATION REQUIREMENTS</p> <p>The following information will be required to accompany an application for an Additional Dwelling for Farm Employee Permit under this Bylaw:</p> <p>1.1 State of Title, printed within ninety (90) days before making application, for all properties subject of the application;</p> <p>1.2 Owner's Authorization (where required);</p> <p>1.3 Project Rationale outlining the justification for the additional farm help in relation to the agricultural activities, including maps, as necessary.</p> <p>2.0 PROCESSING PROCEDURES</p> <p>An Additional Dwelling for Farm Employee Permit application submitted in accordance with this bylaw will be processed as follows:</p> <p>2.1 Upon receipt of an application package submitted to the City in accordance with the requirements of this bylaw, staff will issue a fee receipt to the applicant.</p>	<p>Schedule '9' Applications for Additional Dwelling for Farm Employee Permits</p> <p>This information is meant as a general guide only and is not regarded as the right to development approval if the steps indicated are followed.</p> <p>1.0 APPLICATION REQUIREMENTS</p> <p>The following information will be required to accompany an application for an Additional Dwelling for Farm Employee Permit under this Bylaw:</p> <p>1.1 State of Title, printed within ninety (90) days before making application, for all properties subject of the application;</p> <p>1.2 Owner's Authorization (where required);</p> <p>1.3 Project Rationale outlining the justification for the additional farm help in relation to the agricultural activities, including maps, as necessary.</p> <p>2.0 PROCESSING PROCEDURES</p> <p>An Additional Dwelling for Farm Employee Permit application submitted in accordance with this bylaw will be processed as follows:</p> <p>2.1 Upon receipt of an application package submitted to the City in accordance with the requirements of this bylaw, staff will issue a fee receipt to the applicant.</p>

Procedures Bylaw No. 10540 - DRAFT			
No.	Section	Existing Text	Proposed Text
		<p>2.2 Land Use Management will review the application to determine whether it is complete and, if incomplete, will request the required information from the applicant. One Window Staff will open a file only upon a complete submission package.</p> <p>2.3 Land Use Management will refer the application to all applicable City departments, government and external agencies.</p> <p>2.4 Land Use Management will evaluate the proposal for compliance with relevant City bylaws and policies and relevant provincial regulations, which include but is not limited to Agricultural Land Reserve Use, Subdivision and Procedure Regulation.</p> <p>2.5 Relevant technical comments will be incorporated into a staff report for consideration by the Director of Land Use Management.</p> <p>2.6 Land Use Management will notify the applicant in writing of the decision of the Director of Land Use Management.</p> <p>2.7 If authorized for issuance by the Director of Land Use Management, staff will prepare the required Additional Dwelling for Farm Employee Permit, related schedules and required covenants for signature.</p>	<p>2.2 Land Use Management will review the application to determine whether it is complete and, if incomplete, will request the required information from the applicant. One Window Staff will open a file only upon a complete submission package.</p> <p>2.3 Land Use Management will refer the application to all applicable City departments, government and external agencies.</p> <p>2.4 Land Use Management will evaluate the proposal for compliance with relevant City bylaws and policies and relevant provincial regulations, which include but is not limited to Agricultural Land Reserve Use, Subdivision and Procedure Regulation.</p> <p>2.5 Relevant technical comments will be incorporated into a staff report for consideration by the Director of Land Use Management.</p> <p>2.6 Land Use Management will notify the applicant in writing of the decision of the Director of Land Use Management.</p> <p>2.7 If authorized for issuance by the Director of Land Use Management, staff will prepare the required Additional Dwelling for Farm Employee Permit, related schedules and required covenants for signature.</p>
9	Schedule '9' Applications for Additional Dwelling for Farm Employee Permits		<p>Schedule '9' Applications for Temporary Farm Worker Housing Permits</p> <p>1.0 TEMPORARY FARM WORKER HOUSING DIRECT PERMIT</p> <p>1.1 Restriction on Delegation</p> <p>As a restriction on Section 2.3.4, the Director of Land Use Management may only issue or amend Temporary Farm Worker Housing Permits that meet the following criteria:</p> <ul style="list-style-type: none"> • The Permit is consistent with OCP DP Guidelines;

Procedures Bylaw No. 10540 - DRAFT													
No.	Section	Existing Text	Proposed Text										
			<ul style="list-style-type: none">• The Permit authorizes eight (8) or fewer sleeping units; and• No variances to the Zoning Bylaw are required. <p>Applications not eligible for issuance or amendment by the Director of Land Use Management must be considered by Council.</p> <p>1.2 Direct Temporary Farm Worker Housing Permit</p> <p>a) <u>Application Requirements</u></p> <p>i) The following information listed in Schedule ‘1’ of this bylaw will be required to accompany an application for a Direct Temporary Farm Worker Housing Permit under this bylaw:</p> <table><tr><td>(a) Application Form</td><td>(g) Photographs</td></tr><tr><td>(b) State of Title Certificate</td><td>(i) Site Plan</td></tr><tr><td>(c) Owner’s Authorization form (if applicable)</td><td>(j) Floor Plans</td></tr><tr><td>(d) Site Profile or Site Profile Waiver</td><td>(k) Elevation Drawings</td></tr><tr><td>(f) Project Rationale</td><td>(m) Landscape Plan</td></tr></table> <p>ii) Additional information may be required by the Director of Land Use Management to evaluate adequately and to issue or deny a Permit, in accordance with Section 2.4 of this bylaw.</p> <p>b) <u>Processing Procedures</u></p>	(a) Application Form	(g) Photographs	(b) State of Title Certificate	(i) Site Plan	(c) Owner’s Authorization form (if applicable)	(j) Floor Plans	(d) Site Profile or Site Profile Waiver	(k) Elevation Drawings	(f) Project Rationale	(m) Landscape Plan
(a) Application Form	(g) Photographs												
(b) State of Title Certificate	(i) Site Plan												
(c) Owner’s Authorization form (if applicable)	(j) Floor Plans												
(d) Site Profile or Site Profile Waiver	(k) Elevation Drawings												
(f) Project Rationale	(m) Landscape Plan												

Procedures Bylaw No. 10540 - DRAFT			
No.	Section	Existing Text	Proposed Text
			<p>A Direct Temporary Farm Worker Housing Permit application submitted in accordance with this bylaw will be processed as follows:</p> <ul style="list-style-type: none"> i) Upon receipt of an application package submitted in accordance with the requirements of this bylaw, staff will issue a fee receipt to the applicant. ii) Land Use Management will review the application to determine whether it is complete and, if incomplete, will request the required information from the applicant. One Window Staff will open a file only once a complete package has been submitted. iii) Land Use Management will refer the application to all applicable City departments. iv) Land Use Management will evaluate the proposal for compliance with relevant City bylaws and policies. v) Relevant technical comments will be incorporated into a staff report for consideration by the Director of Land Use Management. vi) Land Use Management will notify the applicant in writing of the decision of the Director of Land Use Management. vii) If authorized for issuance by the Director of Land Use Management, staff will prepare the required Permit and related schedules for signature, and obtain the required Landscape Bonding, pursuant to Section 2.8 of this bylaw.

Procedures Bylaw No. 10540 - DRAFT													
No.	Section	Existing Text	Proposed Text										
			<div><div>viii) Upon sign-off of the Permit by the Director of Land Use Management and receipt of the related performance bonding, the Permit will be issued and then registered on the State of Title for the subject property(s).</div><div>2.0 TEMPORARY FARM WORKER HOUSING COUNCIL DEVELOPMENT PERMIT</div><div>2.1 Application Requirements</div><div>a) The following information listed in Schedule ‘1’ of this bylaw will be required to accompany an application for a Temporary Farm Worker Housing Development Permit under this Bylaw:</div><table><tr><td>(a) Application Form</td><td>(g) Photographs</td></tr><tr><td>(b) State of Title Certificate</td><td>(i) Site Plan</td></tr><tr><td>(c) Owner’s Authorization form (if applicable)</td><td>(j) Floor Plans</td></tr><tr><td>(d) Site Profile or Site Profile Waiver</td><td>(k) Elevation Drawings</td></tr><tr><td>(f) Project Rationale</td><td>(m) Landscape Plan</td></tr></table><div>b) Additional information may be required the Director of Land Use Management to evaluate adequately and to make a recommendation to Council concerning a Development Permit, in accordance with Section 2.4 of this bylaw.</div><div>2.2 Processing Procedures</div></div>	(a) Application Form	(g) Photographs	(b) State of Title Certificate	(i) Site Plan	(c) Owner’s Authorization form (if applicable)	(j) Floor Plans	(d) Site Profile or Site Profile Waiver	(k) Elevation Drawings	(f) Project Rationale	(m) Landscape Plan
(a) Application Form	(g) Photographs												
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(d) Site Profile or Site Profile Waiver	(k) Elevation Drawings												
(f) Project Rationale	(m) Landscape Plan												

Procedures Bylaw No. 10540 - DRAFT			
No.	Section	Existing Text	Proposed Text
			<p>A Temporary Farm Worker Housing Development Permit application submitted in accordance with this Bylaw will be processed as follows:</p> <ul style="list-style-type: none"> a) Upon receipt of an application package submitted in accordance with the requirements of this bylaw, staff will issue a fee receipt to the applicant. b) Land Use Management will review the application to determine whether it is complete and, if incomplete, will request the required information from the applicant. Staff will open a file only upon a complete submission package. c) Land Use Management will refer the application to all applicable City departments, and government and external agencies. d) Land Use Management will evaluate the proposal for compliance with relevant City bylaws and policies. e) The applicant will undertake the form(s) of public notification and consultation required in accordance with Section 4 of this bylaw f) Land Use Management will prepare a staff report and refer the application to the Agricultural Advisory Committee. g) The applicant is encouraged to attend the meeting of the Agricultural Advisory Committee

Procedures Bylaw No. 10540 - DRAFT			
No.	Section	Existing Text	Proposed Text
			<p>at which the Development Permit application is being considered.</p> <p>h) Upon receipt of the recommendation of the Agricultural Advisory Committee and the comments of other referral agencies, Land Use Management staff will prepare a staff report and draft Development Permit for consideration by Council.</p> <p>i) Staff of the Office of the City Clerk will notify the applicant in writing of the decision of Council.</p> <p>j) If authorized for issuance by the Council, Land Use Management staff will prepare the required Development Permit and related schedules for signature, and obtain the required Bonding, pursuant to Section 2.8 of this bylaw.</p> <p>k) Upon sign-off of the Development Permit by the Director of Land Use Management and receipt of the related performance bonding, the Development Permit will be issued and then registered on the State of Title for the subject property(s).</p>



September 9, 2016

File: 0280-20

Ref: 184951

Tracy Guidi
Sustainability Coordinator
City of Kelowna, BC
tguidi@kelowna.ca

RE: Okanagan regional approach to Temporary Farm Worker Housing local government bylaws

Dear Ms. Guidi:

Thank you for providing a final opportunity to review the draft Temporary Farm Worker Housing bylaw provisions dated August 12, 2016 which were prepared by City of Kelowna staff and other Central Okanagan local government staff.

Ministry of Agriculture staff acknowledge the effort involved in co-ordinating a regional approach to temporary farm worker housing and recognize the potential benefits for both local governments and the farming community. Temporary Farm Worker Housing is an important and complex issue involving multiple levels of government which affects farmers, local governments and the public. Ministry staff are encouraged with the initiative being taken by the working group and appreciate having had the opportunity to participate in the formulation of the draft bylaw provisions.

Ministry staff have reviewed the August 12, 2016 version of the draft bylaw provisions and are of the opinion that they are consistent with the intention of the Minister's Bylaw Standard on Temporary Farm Worker Housing. If you have any questions or require any further assistance through the bylaw approval process, please continue to engage with Ministry staff.

Sincerely,

Joan Easton
Executive Director

pc: Brenda Lennox, Senior Manager, Strengthening Farming Unit, Ministry of Agriculture

TABLE 2: Summary of Local Government Regulations for TFWH

Local Government	Minimum Farm Size	Minimum Lot Size	Maximum Workers per Farm Operation	Maximum Floor Area per Farm Operation	Minimum Setbacks	Occupancy Time Limits	Other Conditions
Abbotsford Zoning Bylaw S.210.10 <i>Accessory Seasonal Employee Residential Use</i>	3.8 ha = A1 8 ha = A2	3.8 ha	Not specified	200 m ² (2153 ft ²) if farm <40 ha 300 m ² (3,229 ft ²) if farm >40 ha	9 m from exterior II 3 m from interior II 15 m from watercourse	Specified on statutory declaration	<ul style="list-style-type: none"> Lot classified as “farm” under <i>B.C. Assessment Act</i> Berry or vegetable only TFWH must be on same lot as owner’s home Adult member of owner’s immediate family works full-time on the farm Remove if no longer needed
Delta Zoning Bylaw, 2750 Ap. 2008 <i>(Migrant Farm Worker Housing)</i> Bylaw No. 6600 S.501-510	8 ha	4 ha	42 max	420 m ²	6 m from front & ext lot lines 15 m from other lot lines 30 m from dwelling on adjacent lot	Specified on statutory declaration	<ul style="list-style-type: none"> Lot classified as “farm” under <i>B.C. Assessment Act</i> Workers must be hired through HRSDC foreign worker program Restrictive covenant Homeplate
Langley Township Zoning Bylaw 2500 S.201.3 <i>Temporary Farm Accommodation</i>	4 ha	4 ha	10 persons /4 ha 40 max	400 m ²		April 1 – Nov. 30	<ul style="list-style-type: none"> Lot is operated as a bona fide farm Must be occupied by an employee of the owner
Maple Ridge <i>Accessory Employee Residential Use</i>	1.7 – 2 ha	1.7 – 2 ha	Not specified	279 m ² or 10% lot area, whichever is less	3 m from any residence	Not specified	<ul style="list-style-type: none"> Restrictive covenant
Pitt Meadows Zoning Bylaw 1250 S. 7.1.14 <i>Seasonal Farm Accommodation</i>	2 ha	2 ha	10 persons/4 ha 40 workers max	400 m ² (10 m ² per employee)	30 m from residences on adjacent lots ¹	April 1 – Nov. 30	<ul style="list-style-type: none"> Lot classified as “farm” under <i>B.C. Assessment Act</i>
<i>Accessory Seasonal Employee Residential Use</i>	8 ha based (cumulative area of all lots provided lots are contiguous)	4.05 ha	10 persons/4 ha 40 workers max’ up to 40 ha 150 workers max on agl holding of 40.5+ ha 250 workers max on agl holding of 405+ ha 60 persons max per building 1 building / lot	400 m ² (13.01 m ² per employee)	500 m from any other TFWH	Specified on statutory declaration	<ul style="list-style-type: none"> Lot classified as “farm” under <i>B.C. Assessment Act</i> Berry or horticulture only Restrictive covenant \$25,000 deposit TFWH on same lot as owner’s home and a member of the owner’s immediate family is employed full time on farm Owner enters into housing agreement with PM
Richmond OCP Bylaw 7100 & Zoning Bylaw 5300 <i>Seasonal Farm Labour Accommodation</i>	8.09 ha (20 ac)	8.09 ha (20 ac)	30 max	300 m ² (3,229 ft ²)	Same as other farm dwellings	10 months in any 12 month period	<ul style="list-style-type: none"> Lot classified as ‘farm’ under <i>BC Assessment Act</i> Rezoning required 1 building/ farm operation Manufactured dwelling only, remove if not needed

City of Kelowna Agriculture Plan Update
AAC Meeting
 Thursday, October 13th from
 City of Kelowna Municipal Hall

Agenda

Item	Time	Description
1. Welcome and Overview of Agenda Tracy Guidi	5 minutes	
2. Presentation of Engagement Summary Report Ione Smith	20 minutes	<p>A quick overview of activities that staff and consultants have undertaken over the spring and summer to solicit feedback on the Ag Plan Update with a focus on the vision statement and identifying key themes, issues and opportunities.</p> <p><i>What gaps exist? Who do we still need to engage with?</i> <i>What events did you attend over the summer?</i> <i>Did you receive valuable feedback to add?</i></p>
3. Discussion on Key Themes Ione Smith	30 minutes	<p>We will walk through the Key Themes report, which is a summary of the input received to date. The focus will be on priorities that the City has the jurisdiction to act on.</p> <p><i>Do the key themes adequately reflect the vision statement?</i> <i>Are the top issues we identified during the SWOT analysis in May and through engagement represented within the key themes?</i></p> <p>*Refer to the Key Themes Report.</p>
4. Brainstorming Recommended Actions Ione Smith	50 minutes	<p>Ione will take the AAC members through an exercise to develop a draft list of recommended actions for each Key Theme (and associated issues) that the City can undertake. Examples will be provided to stimulate the discussion (5 - 10 mins per theme).</p> <p><i>The goal is to start a list that the consultants can then flesh out prior to the next round of engagement.</i></p>
5. Engagement Next Steps Tracy Guidi	10 minutes	<p>Later in the fall we will be soliciting feedback on the draft Key Themes and Recommended Actions. We would like to hear your thoughts on engaging stakeholders and farmers to attend workshops.</p>
6. Wrap-Up	5 minutes	

Attachments

- Key Themes Report

Agriculture Plan Update

Summary of Key Themes and Issues - DRAFT

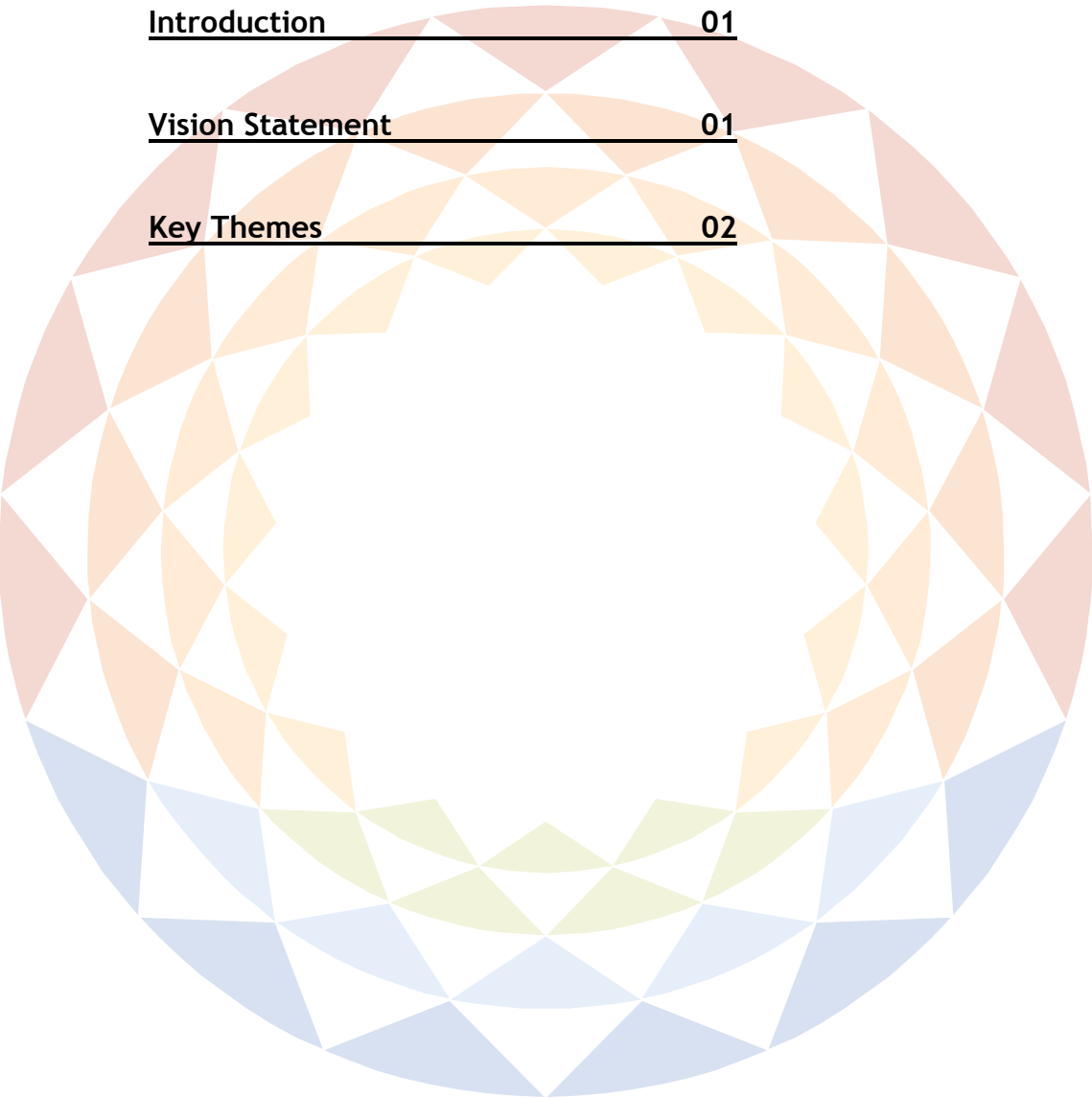
September 2016

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<u>Key Themes</u>	<u>02</u>



Introduction

This report provides an overview of feedback that was received during engagement activities that took place during the first six months of the City of Kelowna's *Agriculture Plan Update* project. Key issues such as strengths and challenges facing the local agriculture sector, are identified, and suggestions as to whether to approach these issues through policy development or within the recommended actions of the Agriculture Plan Update is provided. A detailed overview of the engagement activities themselves are provided in a separate document, the Engagement Summary Report. The feedback in this report is compiled from interactions between staff, consultants, stakeholders, and members of the public during the following engagement activities:

- AAC meetings;
- Stakeholder Session;
- Open House;
- Mini-Open House;
- Online Survey;
- Mind-Mixer;
- Phone conversations; and
- Face-to-Face meetings.\

Vision Statement

An initial draft vision statement was developed by the AAC and was been presented to stakeholders, members of the public (at the open house and through the online survey) and City Council for feedback. 73% of survey respondents indicated that they agreed or strongly agreed with the vision statement. The final vision statement for the *Agriculture Plan Update* is:

Kelowna is a resilient, diverse, and innovative agricultural community that celebrates farming and values farmland and food producers as integral to our healthy food system, economy, and culture.

Key Themes

The themes presented here reflect both the vision statement and the amalgamated feedback received during engagement events. The themes will be used in the Agriculture Plan Update to identify recommendations that the City of Kelowna can take to address issues facing agriculture and food security. In order to remain focused on issues that the City is able to provide leadership on (from a jurisdictional perspective), priority is given to issues that can be tackled by local government. Some challenges and opportunities that were identified, while important, remain out of scope for the Plan Update. A complete list is included in the Appendix.

The following 7 key themes were identified and are presented according to the order in which they are referred to in the Vision Statement.

- 1. Harnessing and stewarding the bio-physical environment: taking advantage of great soil and sun, while minimizing water use and waste.
- 2. Increasing consumer awareness and support for local agriculture: introducing Kelowna farms to residents and visitors alike.
- 3. Managing urban and rural growth & development: keeping non-farm uses off the ALR.
- 4. Supporting economic development of the agricultural sector: creating farms that create a profit.
- 5. Bridging existing gaps in the food system: getting local food onto local plates.
- 6. Planning for farm succession: making sure that retirement of the farmer doesn't mean retirement of the farm.
- 7. Aligning local policies and regulations with the Agriculture Plan's vision: providing clear direction for decision-makers and landowners.

This report provides context for each of the seven major themes and the issues associated with each of them. In all, 32 issues are identified across the 7 themes. A table is used to identify which levels of government have jurisdiction over each of the issues and also where other stakeholder groups can provide leadership. The issues are colour-coded in the following way to indicate where the City of Kelowna can play an active role. This analysis can be used to develop the list of recommended actions that will form the basis for the Agriculture Plan Update.

Green	City can play a lead role
Yellow	City can play a supporting role
Blue	City has no role to play

Theme 1: Harnessing and stewarding the bio-physical environment: taking advantage of great soil and sun, while minimizing water use and waste.

The Central Okanagan, including Kelowna, is one of the best growing regions in Canada. With its warm summer climate and fertile soil, it can support a wide variety of crops. Climate and soil were listed as the top strength of farming and food production in Kelowna by survey respondents. However, there are still some environmental challenges facing farmers in the region. Stakeholders and survey respondents commented on the importance of the natural ecology of the land and environmentally sound farming practices to help replenish the soil, recharge water sources and provide habitat for natural pollinators, while using water conservation methods and efficient waste management. Climate change was listed as both an opportunity and a threat by 58% of survey respondents and was a key issue of focus at meetings with stakeholders. It will have effects on nearly all the other issues in this theme, including invasive species and water management.

This theme includes the following five issues:

- 1.1 Acknowledging climate change knowns and unknowns;
- 1.2 Supporting soil & other resource mapping updates;
- 1.3 Minimizing the impacts of invasive species and noxious weeds;
- 1.4 Addressing wildlife conflicts and concerns; and
- 1.5 Providing leadership on water management (including irrigation).

			Jurisdiction and Leadership								
Theme #	Overarching Theme	Theme Issue / Action	City	Regional District	Province	ALC	Feds	Non-Profit	Industry Groups	Farmers	Education Agencies
1	Harnessing and stewarding the bio-physical environment: taking advantage of great soil and sun, while minimizing water waste.	Acknowledging climate change knowns and unknowns.	X	X	X	X	X			X	
		Supporting soil & other resource mapping updates.	X		X	X		X			X
		Minimizing the impacts of invasive species.	X	X	X			X		X	
		Addressing wildlife conflicts and concerns.	X	X	X			X		X	
		Providing leadership on water management (including irrigation).	X	X	X			X		X	X

Theme 2: Increasing consumer awareness and support for local agriculture: introducing Kelowna farms to residents and visitors alike.

Support for local agriculture is strong in Kelowna. Almost all of the survey respondents (97%) indicated that they “always” or “sometimes” buy locally grown items when they have that option. However, over half (55%) indicated that were not knowledgeable about the *Right to Farm Act* and normal farm practices. Education of community members in regards to agriculture and educational needs for farmers were both key concerns raised by stakeholders at community meetings. Farmers themselves indicated they would like opportunities to enhance professional development, yet lack the time. A total of 83% of the farmer survey respondents indicated that they were not involved in agri-tourism, which points to an opportunity to create a community-wide agricultural identity that would include agri-tourism and branding. The use of a single brand to identify Kelowna-grown food and food products could help solidify support from the public while enhancing their understanding of the local food system. Over half (52%) of the survey respondents noted that a lack of education about the local food system was a challenge for the agricultural sector. Stakeholders also mentioned the need to reinforce primary, secondary, and post-secondary curriculum to bolster the amount of information about the local food system in the education system. Respondents were asked if their children learn about gardening, farming and food production in school. Of those that did have children, only 20% think that they discuss these topics in school.

This theme includes the following issues:

- 2.1 Clarifying agri-tourism jurisdiction and objectives;
- 2.2 Developing collective local marketing & branding;
- 2.3 Raising local support for local food; and
- 2.4 Deepening partnerships with schools.

			Jurisdiction and Leadership								
Theme #	Overarching Theme	Theme Issue / Action	City	Regional District	Province	ALC	Feds	Non-Profit	Industry Groups	Farmers	Education Agencies
2	Increasing consumer awareness and support for local agriculture: introducing Kelowna farms to residents and visitors alike.	Clarifying agri-tourism jurisdiction and objectives.	X		X	X					
		Developing collective local marketing & branding.	X	X					X	X	X
		Raising local support for local food.	X					X	X	X	X
		Deepening partnerships with schools.	X							X	X

Theme 3: Managing urban and rural growth & development: keeping non-farm uses off the ALR.

Kelowna residents are very supportive of the ALR - 96% of survey respondents indicated that policies preserving farmland were important or very important to them. Farmland protection opportunities were identified throughout the stakeholder engagement process, such as vegetative buffers along the urban:rural boundary. These additional initiatives include tools that will help to limit non-agricultural development, minimize conflicts between producers and non-producers, and proactively use and manage farmland for agriculture. Stakeholder groups expressed challenges with regard to land use planning, where islands of residential areas have been created in farmland that now require connecting roads and other infrastructure. Concern over the non-farm use of ALR also remains. Some parcels of farmland are being purchased with no intention of farming, followed by construction of extremely large homes. Over half (51%) of farmers who responded to the survey indicated that they were only actively farming less than 5 acres of land. Many farmers expressed frustration at restrictions placed on non-farm activities that may otherwise provide economic returns over and above allowable farming activities. This tension was also acknowledged during the stakeholder session, where some producers expressed a desire to increase the diversity of activities that should be allowed on farmland. While the Provincial Agricultural Land Commission ultimately has the jurisdiction to permit activities on the ALR, the City has the jurisdiction to regulate them. The City of Kelowna's ALR compliance and enforcement strategy has been in force for the last two years and has already resulted in successful changes. However, when asked if the City was doing enough to enforce non-farm use of farmland, 31% of survey respondents said no and another 34% said that they did not know, indicating that there is a lack knowledge amongst the public regarding farmland protection.

This theme includes the following issues:

- 3.1 Minimizing non-farm use pressures on ALR;
- 3.2 Reducing speculation by protecting the ALR boundary;
- 3.3 Stepping up compliance and enforcement;
- 3.4 Encouraging farming on underutilized ALR lands;
- 3.5 Managing and planning services, roads, and infrastructure to minimize the island effect of farmland parcelization; and
- 3.6 Creating residential footprint policies on farmland.

Theme #	Overarching Theme	Theme Issue / Action	Jurisdiction and Leadership								
			City	Regional District	Province	ALC	Feds	Non-Profit	Industry Groups	Farmers	Education Agencies
3	Managing urban and rural growth & development: keeping non-farm uses off the ALR.	Minimizing non-farm use pressures on ALR.	X	X		X					
		Reducing speculation by protecting the ALR boundary.	X	X		X					
		Stepping up compliance and enforcement.	X		X	X				X	
		Encouraging farming on underutilized ALR lands.	X	X	X	X		X		X	
		Managing & planning services, roads, & infrastructure to minimize the island effect of farmland parcelization.	X		X	X					
		Creating residential footprint policies on farmland.	X	X	X	X					

Theme 4: Supporting economic development of the agricultural sector: creating farms that create a profit.

Kelowna farmers are able to produce a fairly wide variety of crops and livestock products and local retailers have a keen interest in offering local products for sale. Support for new farming initiatives is important for growing the sector; however, support is also needed to enhance current farming operations and allow farmers to capitalize on economies of scale. The majority of small-scale produce growers are unable to provide enough quantity of products for export out of the region independently, or to sell to retail outlets and restaurants on a consistent basis. The need to encourage farm product processing and other value-added opportunities regionally is recognized as a way to increase economic viability. Innovation enhances profitability and allows farmers to develop entrepreneurial ideas, gain useful marketing and business management skills, and access capital. The community is split as to whether or not the local agricultural sector is growing or declining, with 36% indicating they feel the sector is growing and another 36% who believe that it is declining. Stakeholders indicate that making a profit is challenging because input costs are high and competition from imported goods is strong. In community meetings, producers indicated that they need assistance, in the form of extension services, from the City as well as accessible business development resources. Farm profitability is also closely tied to labour and farmworker housing. Some Kelowna farms find it difficult to retain farm workers due to lack of housing and temporary rental housing for seasonal farm workers is difficult to find. Lack of skilled labour was listed in the survey as one of the top challenges to farming in Kelowna. Rental housing off the farm and transportation for the worker also creates added expenses for farm operators. On the other hand, construction of farm worker housing on the farm opens the possibility for the structures being converted to other non-farm uses in the future.

This theme includes the following issues:

- 4.1 Linking producers with extension services;
- 4.2 Supporting suitable farmworker housing;
- 4.3 Cultivating farm-scale business planning; and
- 4.4 Advancing sector innovation.

			Jurisdiction and Leadership								
Theme #	Overarching Theme	Theme Issue / Action	City	Regional District	Province	ALC	Feds	Non-Profit	Industry Groups	Farmers	Education Agencies
4	Supporting economic development of the agricultural sector: creating farms that create a profit.	Linking producers to extension services.	X	X	X						X
		Supporting farmworker housing.	X		X		X			X	
		Cultivating farm-scale business planning.			X			X	X	X	X
		Advancing sector innovation.			X		X		X	X	X

Theme 5: Bridging existing gaps in the food system: getting local food onto local plates.

The main components of the local food system include: production, storage, processing, distribution, retail, and waste management. Gaps, or weak links, may exist between various components of any community's food system. Residents of Kelowna have indicated strong levels of interest in purchasing local foods, however 46% of survey respondents noted that limited access to local products is a challenge. This points to an opportunity to develop alternative local retail opportunities. Even with increased availability some barriers to improving food self-sufficiency remains. For non-farmers, 29% of respondents mentioned cost as a barrier to purchasing local food. While it is difficult for the City to provide leadership in influencing the price of food, it can play a role in continuing to support local organizations with mandates to improve access to fresh, local, healthy foods for at-risk sectors of the community. Another concern raised by local farmers and other stakeholders was the limited amount of supporting infrastructure for agriculture, including secure processing facilities, cold storage and distribution opportunities. This is particularly true for smaller, independent farmers that are not members of larger industry groups. A large-scale commercial composting facility was identified as a resource that would be used by urban and rural food producers alike. Many respondents to the survey cited the need to expand urban food production opportunities, in particular: increase the number of community gardens (there are 11 community gardens in Kelowna); increase the number of school gardens; and promote edible landscaping and agriculture in City gardens and parks.

This theme includes the following issues:

- 5.1 Addressing food security and food sovereignty;
- 5.2 Determining food processing infrastructure and storage needs;
- 5.3 Assessing existing distribution channels;
- 5.4 Evaluating alternative local retail opportunities;
- 5.5 Managing food waste reduction strategies; and
- 5.6 Enhancing community gardening and urban farming opportunities.

Theme #	Overarching Theme	Theme Issue / Action	Jurisdiction and Leadership								
			City	Regional District	Province	ALC	Feds	Non-Profit	Industry Groups	Farmers	Education Agencies
5	Bridging existing gaps in the food system: getting local food onto local plates.	Addressing food security and food sovereignty.	X		X			X	X		
		Determining food processing infrastructure and storage needs.			X			X	X	X	
		Assessing existing distribution channels.			X				X	X	
		Evaluating alternative local retail opportunities.	X						X	X	
		Managing food waste reduction strategies.	X	X					X	X	
		Supporting community gardens and enhancing urban farming opportunities.	X					X			

Theme 6: Planning for farm succession: making sure that retirement of the farmer doesn't mean retirement of the farm.

Whether a producer is just starting out or coming from a long family history of farming, the question whether and how to obtain land is challenging. Sometimes a family's younger generation of farmers may decide to switch crop varieties, upgrade equipment, or modernize practices. These activities all entail investment costs. The cost of farmland in most regions of BC is prohibitive: not only for new farmers but also for those who are taking over longstanding family farm businesses. There is also pressure from the real estate industry to develop large estate homes on farmland, or to sell ALR parcels as holding properties. The top challenges to farming and food production in Kelowna, indicated by survey results, were: Difficulties accessing land for farming due to speculation, high costs, and capital inputs (73%); competing non-farm uses for farmland (urban - rural edge issues) (70%); and Lack of succession planning (age of farmers, no new young farmers) (56%). The Kelowna farming community also noted that it was difficult to find information and advice regarding the most appropriate type of access agreement for land (purchases, rentals, and leases) and affordable farm financing. This is where mentorships and apprenticeships can be a useful resource. Leasing (and/or licencing) farmland can be one of the most affordable ways for farms to become established and expand. During stakeholder meetings, there was interest raised by both farmers and non-governmental groups in having the City pursue the option of establishing a farmland trust. With appropriate policies and community initiatives in place, some of the burden of accessing land can be alleviated.

This theme includes the following issues:

- 6.1 Exploring the farmland trust model;
- 6.2 Supporting alternative tenure arrangements; and
- 6.3 Creating mentorships and apprenticeships.

			Jurisdiction and Leadership								
Theme #	Overarching Theme	Theme Issue / Action	City	Regional District	Province	ALC	Feds	Non-Profit	Industry Groups	Farmers	Education Agencies
6	Planning for farm succession: making sure that retirement of the farmer doesn't mean retirement of the farm.	Exploring the farmland trust model.	X		X	X		X		X	
		Supporting alternative tenure arrangements.	X		X			X		X	
		Creating mentorships and apprenticeships.			X		X	X	X	X	X

Theme 7: Aligning local policies and regulations with the Agriculture Plan Update-'s vision: providing clear direction for decision-makers and landowners.

Land use regulation by local governments is established under the *Community Charter* and the *Local Government Act*, which contains extensive land use regulations, zoning powers and subdivision powers. This enables local governments to adopt regional growth strategies and OCPs that create a framework for land use regulation, including zoning bylaws. The City of Kelowna's OCP can recognize agriculture as a significant contributor to the community's landscape, identity and economy and include policies to support and enhance this role. Zoning bylaws can influence agricultural land in several ways, including through the setting of minimum parcel sizes and maximum building foot prints, setting parameters around secondary dwellings, setbacks, and establishing the potential for subdivision of agricultural lands, to name a few. Collectively, these plans and bylaws express a commitment to the preservation and strengthening of farmland, including the protection of lands capable of agricultural productivity, encouraging a diverse and profitable agricultural sector and supporting a sustainable and resilient local food system. Awareness of jurisdictional responsibilities and authority can be useful in defining policy, strategies, actions and projects that can be taken by local government and those that require broader collaboration.

This theme includes the following issues:

- 7.1 Updating the zoning bylaw and other bylaws;
- 7.2 Creating innovative OCP policies;
- 7.3 Developing guidelines and strategies; and
- 7.4 Lending support to third-party initiatives.

Theme #	Overarching Theme	Theme Issue / Action	Jurisdiction and Leadership								
			City	Regional District	Province	ALC	Feds	Non-Profit	Industry Groups	Farmers	Education Agencies
7	Aligning local policies and regulations with the <i>Agriculture Plan's</i> vision: providing clear direction for decision-makers.	Updating the zoning bylaw and other bylaws.	X	X		X					
		Creating innovative OCP policies.	X	X		X					
		Developing guidelines and strategies.	X	X	X	X		X	X	X	X
		Lending support to third-party initiatives.	X	X	X			X	X		X