

City of Kelowna

Regular Council Meeting

AGENDA



Monday, August 13, 2018

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 and video feed is being broadcast and recorded by CastaNet and a delayed broadcast is shown on Shaw Cable.

2. Confirmation of Minutes

5 - 16

PM Meeting - July 30, 2018

3. Development Application Reports & Related Bylaws

3.1 Hobson Rd 4315, Z18-0072 - Jagdeesh Singh Diocee and Anita Sanan

17 - 24

To rezone the subject property to facilitate a two-lot subdivision.

3.2 Hobson Rd 4315, Z18-0072 (BL11653) - Jagdeesh Singh Diocee and Anita Sanan

25 - 25

To give Bylaw No. 11653 first reading in order to rezone the subject property from the RU1 - Large Lot Housing zone to the RU2 - Medium Lot Housing zone.

3.3 Lindahl St 2005, Z18-0039 - Nicholas and Cheryl Kirschner

26 - 33

To rezone the subject property to facilitate two dwelling housing.

3.4 Lindahl St 2005, Z18-0039 (BL11654)- Nicholas and Cheryl Kirschner

34 - 34

To give Bylaw No. 11654 first reading in order to rezone the subject property from the RU2 - Medium Lot Housing zone to the RU6 - Two Dwelling Housing zone.

3.5 Richter St 2529, Z18-0056 - Karambir Singh Kler and Amarjit Kaur Kler

35 - 44

To rezone the subject property to facilitate the development of multiple dwelling housing.

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|-------------|--|----------------|
| 3.6 | Richter St 2529, Z18-0056 (BL11655) - Karambir Singh Kler and Amarjit Kaur Kler | 45 - 45 |
| | To give Bylaw No. 11655 first reading in order to rezone the subject property from the RU6 - Two Dwelling Housing zone to the RM3 - Low Density Multiple Housing zone. | |
| 3.7 | Barnaby Rd 771, Z18-0074 - Trevor James Taylor and Lori-Lynn Taylor | 46 - 59 |
| | To rezone the subject property from the RU1 – Large Lot Housing zone to the RU1c – Large Lot Housing with Carriage House zone to facilitate the development of a carriage house. | |
| 3.8 | Barnaby Rd 771, Z18-0074 (BL11660) - Trevor James Taylor and Lori-Lynn Taylor | 60 - 60 |
| | To give Bylaw No. 11660 first reading in order to rezone the subject property from the RU1 - Large Lot Housing zone to the RU1C - Large Lot Housing with Carriage House. | |
| 3.9 | Curlew Drive 477-2, Z18-0064 - Aspen Point Construction Ltd., Inc. No. BC0922170 | 61 - 68 |
| | To rezone the subject property from CD2 – Kettle Valley to RU2 – Medium Lot Housing, to facilitate the development of a single family dwelling. | |
| 3.10 | Curlew Drive 477-2, Z18-0064 (BL11661) - Aspen Point Construction Ltd., Inc. No. BC0922170 | 69 - 69 |
| | To give Bylaw No. 11661 first reading in order to rezone the subject property from the CD2 - Kettle Valley zone to the RU2 - Medium Lot Housing zone. | |
| 3.11 | Pandosy St 2251-2312, Z18-0055, OCP18-0011- Interior Health Authority | 70 - 95 |
| | To amend the Official Community Plan to change the Future Land Use designation and to rezone a portion of the subject property to facilitate the development of congregate housing. | |
| 3.12 | Pandosy St 2251-2312, OCP18-0011 (BL11665) - Interior Health Authority | 96 - 97 |
| | Requires a majority of all members of Council (5). To give Bylaw No. 11665 first reading in order to change the Future Land Use designation of a portion of the subject property as per attached Map A in order to facilitate the development of congregate housing. | |
| 3.13 | Pandosy St 2251-2312, Z18-0055 (BL11666) - Interior Health Authority | 98 - 99 |
| | To give Bylaw No. 11666 first reading in order to rezone portions of the subject property as per attached Map B in order to facilitate the development of congregate housing. | |

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| 3.14 | Speer St 2268, 2276, 2284, 2292 Pandosy St 2269 - OCP18-0017 Z18-0077 - Interior Health Authority | 100 - 112 |
| | To amend the Official Community Plan to change the Future Land Use designation and to rezone the subject properties to accommodate the proposed surface parking lot in support of the Kelowna General Hospital. | |
| 3.15 | Speer St 2268, 2276, 2284, 2292 Pandosy St 2269 - OCP18-0017 (BL11662) - Interior Health Authority | 113 - 113 |
| | Requires a majority of all members of Council (5). To give Bylaw No. 11662 first reading in order to change the Future Land Use Designation of the subject properties from the HLTH - Health District designation to the EDINST - Educational/Major Institutional designation to accommodate the proposed surface parking lot in support of Kelowna General Hospital. | |
| 3.16 | Speer St 2268, 2276, 2284, 2292 Pandosy St 2269 - Z18-0077 (BL11663) - Interior Health Authority and City of Kelowna | 114 - 114 |
| | To give Bylaw No. 11663 first reading in order to rezone the subject properties from the RU6 - Two Dwelling Housing zone to the P1 - Major Institutional zone in order to accommodate the proposed surface parking lot in support of Kelowna General Hospital. | |
| 3.17 | Doyle Ave 460, DP18-0157 - City of Kelowna; and The Owner's Strata EPS3994 | 115 - 129 |
| | To consider a Development Permit for a Comprehensive Sign Plan for the Okanagan Innovation Centre. | |
| 3.18 | Snowsell St N 505-525, Z14-0059, Extension Request - 1074470 BC Ltd. Inc No BC1074470 | 130 - 131 |
| | To extend the deadline for adoption of Official Community Plan Amending Bylaw No. 11105 and Rezoning Amending Bylaw No. 11106 to July 14, 2019. | |

4. Bylaws for Adoption (Development Related)

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|-----|---|-----------|
| 4.1 | Hawes Ct 526, Z18-0032 (BL11640) - David Nicholds | 132 - 133 |
| | To adopt Bylaw No. 11640 in order to rezone portions of the subject property from the RU1H - Large Lot Housing (Hillside Area) zone to the RU2H - Medium Lot Housing (Hillside Area) zone in order to facilitate a single and two-unit residential subdivision. | |

5. Non-Development Reports & Related Bylaws

5.1 Facts in Focus – The Congestion Paradox 134 - 161

Building on the OCP Facts in Focus series, the Transportation Fact in Focus will relate to topic-based background papers on Our Kelowna as We Move, the City's new transportation master plan, the second Fact in Focus paper in titled The Congestion Paradox.

5.2 Transportation Master Plan - Phase 1: Vision and Goals 162 - 186

To summarize ongoing work related to the Transportation Master Plan and seek Council's endorsement of the proposed vision statement and goals.

5.3 Transit 2018/2019 Annual Operating Agreement 187 - 195

To receive Council approval for the transit 2018/2019 Annual Operating Agreement and receive Council authorization to sign the Annual Operating Agreement.

5.4 Transit Improvement Program (TIP) 3-year MOU and 2018 Service Adjustment 196 - 202

To provide Council with information and seek Council approval in principle for transit expansion planned from 2019 – 2022.

5.5 Budget Amendment for the Royal View Hydrogeological Investigation 203 - 206

To amend the 2018 Financial Plan in order to support the Royal View hydrogeological investigation.

5.6 Banking and Cheque Signing Report to Council 207 - 214

To provide Council with updated information regarding counter-signed cheques and recommend that Council Policy No. 09 be rescinded.

6. Mayor and Councillor Items

7. Termination



City of Kelowna

Regular Council Meeting

Minutes

Date: Monday, July 30, 2018
 Location: Council Chamber
 City Hall, 1435 Water Street

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

Staff Present: City Manager, Doug Gilchrist; City Clerk, Stephen Fleming; Cultural Services Manager, Christine McWillis*; Revenue Supervisor, Angie Schumacher*; Acting Divisional Director, Community Planning & Strategic Investments, Derek Edstrom*; Community Planning Department Manager, Ryan Smith*; Urban Planning Manager, Terry Barton*; Suburban and Rural Planning Manager, Dean Strachan*; Planner II, Tracey Hillis*; Policy & Planning Department Manager, Danielle Noble-Brandt*; OCP Project Planner, Robert Miles*; Integrated Transportation Department Manager, Rafael Villarreal*; Transportation Planner, Cameron Taylor-Noonan*; Utilities Services Manager, Kevin Van Vliet*; Biosolids Supervisor, Jose Garcia*; and Acting Legislative Services Supervisor, Sandi Horning

(* denotes partial attendance)

1. Call to Order

Mayor Basran called the meeting to order at 1:31 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 and video feed is being broadcast and recorded by CastaNet and a delayed broadcast is shown on Shaw Cable.

2. Confirmation of Minutes

Moved By Councillor Hodge/Seconded By Councillor Singh

R693/18/07/30 THAT the Minutes of the PM Meeting of July 16, 2018 be confirmed as circulated.

Carried

3. Public in Attendance

3.1 Kelowna Museums Society

Staff:

- Introduced Linda Digby, the Executive Director of the Kelowna Museums Society.

Linda Digby, Executive Director, Kelowna Museums Society:

- Displayed a PowerPoint presentation summarizing the annual activities for the Society and responded to questions from Council.

Moved By Councillor Sieben/Seconded By Councillor Stack

R694/18/07/30 THAT Council receives, for information, the annual update from the Executive Director, Kelowna Museums Society dated July 30, 2018.

Carried

Mayor Basran advised that Items 6.1 and 6.2 on the Agenda are being moved forward and will be dealt with immediately.

6. Non-Development Reports & Related Bylaws

6.1 Renewal of Kelowna Downtown Business Improvement Area

Staff:

- Introduced the representatives from the Downtown Kelowna Association, Interim Executive Director, Layla Mille, and President, and Yarden Gershony, and provided an introduction for the renewal of the Kelowna Downtown Business Improvement Area.

Layla Miller, Interim Executive Director, Downtown Kelowna Association:

- Displayed a PowerPoint presentation summarizing the activities of the Downtown Kelowna Association.
- Confirmed that there are no boundary changes for the 2019-2023 Business Improvement Area.
- Provided information on the levy proposed for 2019-2023.
- Responded to questions from Council.

Yarden Gershony, President, Downtown Kelowna Association:

- Responded to questions from Council.

Moved By Councillor DeHart/Seconded By Councillor Stack

R695/18/07/30 THAT Council approves the renewal of a specified area for the purpose of annually funding, over a 5-year period, the Kelowna Downtown Business Improvement Area pursuant to Section 215 of the Community Charter, for the properties included within the boundary as outlined on Schedule "A" to the report of the Revenue Supervisor dated July 30, 2018;

AND THAT Bylaw 11645 being Kelowna Downtown Business Improvement Area Bylaw be advanced for reading consideration;

AND FURTHER THAT 4:00 p.m., Monday, September 10, 2018 be set as the deadline for receipt of petitions against the proposed Kelowna Downtown Business Improvement Area renewal bylaw.

Carried

6.2 BL11645 - Kelowna Downtown Business Improvement Area Renewal (2019-2023)

Moved By Councillor DeHart/Seconded By Councillor Stack

R696/18/07/30 THAT Bylaw No. 11645 be read a first, second and third time.

Carried

4. Development Application Reports & Related Bylaws

4.1 Taylor Rd 235, Z17-0088 - 0725353 BC Ltd

Staff:

- Displayed a PowerPoint presentation summarizing the rezoning application and responded to questions from Council.

Moved By Councillor Donn/Seconded By Councillor Gray

R697/18/07/30 THAT Rezoning Application No. Z17-0088 to amend the City of Kelowna Zoning Bylaw No. 8000 by changing the zoning classification of Lot 1, Section 22, Township 26, ODYD, Plan 10497 located at 235 Taylor Road, Kelowna, BC from the RU1 – Large Lot Housing zone to the RM3 – Low Density Multiple Housing zone be considered by Council;

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

AND THAT final adoption of the Rezoning Bylaw be considered subsequent to the outstanding conditions of approval as set out in Schedule "A" attached to the Report from the Community Planning Department dated October 3, 2017;

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

Carried

4.2 Taylor Rd 235, Z17-0088 (BL11648) - 0725353 BC Ltd

Moved By Councillor Given/Seconded By Councillor Donn

R698/18/07/30 THAT Bylaw No. 11648 be read a first time.

Carried

4.3 McCarthy Rd 9570 & 9580, Z18-0050 - The Flowr Group

Staff:

- Displayed a PowerPoint presentation summarizing the rezoning application and responded to questions from Council.

Moved By Councillor Donn/Seconded By Councillor Hodge

R699/18/07/30 THAT Rezoning Application No. Z18-0050 to amend the City of Kelowna Zoning Bylaw No. 8000 by changing the zoning classification of The Northerly 92.5 feet of Lot 3 measured along the east boundary of the said lot by the full depth thereof shown on Plan B15892 Section 11 Township 20 ODYD Plan 4273 and Lot 2 Section 11 Township 20 ODYD Plan 4273, located at 9570 and 9580 McCarthy Road, Kelowna, BC from the A1 – Agriculture 1 zone to the I2 – General Industrial zone, be considered by Council;

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

AND THAT final adoption of the Rezoning Bylaw be considered subsequent to the outstanding conditions of approval as set out in Schedule "A" attached to the Report from the Community Planning Department dated July 16, 2018;

AND THAT final adoption of the Rezoning Bylaw be considered subsequent to the registration on title of a Section 219 Parking Covenant to ensure adequate parking is provided for the proposed development.

Carried

4.4 McCarthy Rd 9570 & 9580, Z18-0050 (BL11649) - The Flowr Group

Moved By Councillor Donn/Seconded By Councillor Given

R700/18/07/30 THAT Bylaw No. 11649 be read a first time.

Carried

4.5 Paret Rd 820, Z18-0046 - Lisa and Edward Berk

Staff:

- Displayed a PowerPoint presentation summarizing the rezoning application and responded to questions from Council.

Moved By Councillor Hodge/Seconded By Councillor Sieben

R701/18/07/30 THAT Rezoning Application No. Z18-0046 to amend the City of Kelowna Zoning Bylaw No. 8000 by changing the zoning classification of Lot 3 District Lot 579 SDYD Plan 15130, located at 820 Paret Road, Kelowna, BC from the RU1 Large Lot Housing zone to the RU1C Large Lot Housing with Carriage House zone, be considered by Council;

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

Carried

4.6 Paret Rd 820, Z18-0046 (11650) - Lisa and Edward Berk

Moved By Councillor Given/Seconded By Councillor Donn

R702/18/07/30 THAT Bylaw No. 11650 be read a first time.

Carried

4.7 Raymer Rd 4624, Z18-0035, Montemurro Industries Inc.

Staff:

- Displayed a PowerPoint presentation summarizing the rezoning application.

Moved By Councillor Donn/Seconded By Councillor Singh

R703/18/07/30 THAT Rezoning Application No. Z18-0035 to amend the City of Kelowna Zoning Bylaw No. 8000 by changing the zoning classification of Lot 6, District Lot 357, ODYD, Plan 17105, located at 4624 Raymer Road, Kelowna, BC from the RU1 – Large Lot Housing zone to the RU2 – Medium Lot Housing zone be considered by Council;

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

AND THAT final adoption of the Rezoning Bylaw be considered subsequent to the outstanding conditions of approval as set out in Attachment "A" attached to the Report from the Community Planning Department dated April 11, 2018;

AND FURTHER THAT a maintenance access easement be registered on the title of the subject property prior to final adoption;

Carried

4.8 Raymer Rd 4624, Z18-0035 (BL11652) - Montemurro Industries Inc.

Moved By Councillor Hodge/Seconded By Councillor Gray

R704/18/07/30 THAT Bylaw No. 11652 be read a first time.

Carried

4.9 Curlew Dr 521, Z17-0049 (BL11467) - Derek & Tammy Cartier

Staff:

- Displayed a PowerPoint presentation summarizing additional details with respect to the rezoning application.

Moved By Councillor Given/Seconded By Councillor Singh

R705/18/07/03 THAT Council receives, for information, the Supplemental Report to Council from the Community Planning Department dated July 30th, 2018 regarding clarification of the siting of the carriage house;

AND THAT the Public Hearing with respect to the Rezoning Application No. Z17-0049 for the property located at 521 Curlew Drive be re-opened;

AND FURTHER THAT Rezoning Bylaw No. 11467 be forwarded to a Public Hearing for further consideration.

Carried

4.10 Abbott St 3031, Rezoning Extension Application Z16-0048 - Calvin & Sunok Condy

Staff:

- Provided the rationale for the extension request.

Moved By Councillor Singh/Seconded By Councillor Sieben

R706/18/07/30 THAT in accordance with Development Application Procedures Bylaw No. 10540, the deadline for the adoption of Rezoning Bylaw No. 11337, be extended from January 10, 2018 to January 10, 2019;

AND THAT Council directs Staff to not accept any further extension requests.

Carried

4.11 Nickel Rd 280, Rezoning Extension Application Z16-0064 - 1126112 Alberta Ltd

Staff:

- Provided the rationale for the extension request.

Moved By Councillor Hodge/Seconded By Councillor Gray

R707/18/07/30 THAT in accordance with Development Application Procedures Bylaw No. 10540, the deadline for the adoption of Rezoning Bylaw No. 11403, be extended from May 30, 2018 to May 30, 2019;

AND THAT Council directs Staff to not accept any further extension requests.

Carried

4.12 Lakeshore Rd 4264, Rezoning Extension Application Z17-0037 - Joseph Crosara & Elizabeth Shelton

Staff:

- Provided the rationale for the extension request.

Moved By Councillor Hodge/Seconded By Councillor Singh

R708/18/07/30 THAT in accordance with Development Application Procedures Bylaw No. 10540, the deadline for the adoption of Rezoning Bylaw No. 11444, be extended from August 15, 2018 to August 15, 2019 the RU1-Large Lot Housing zone to the RU6-Two Dwelling Housing zone;

AND THAT Council directs Staff to not accept any further extension requests.

Carried

4.13 Powick Rd 1604-1620 (HWY 97 N 2486), Z12-0060 - Rescindment of BL10788 - Kelowna Hwy 97/Hwy 33 Holding Ltd

Staff:

- Provided the rationale for rescinding the application.

Moved By Councillor Stack/Seconded By Councillor DeHart

R709/18/07/30 THAT Council receives, for information, the Report from the Community Planning Department dated July 3, 2018 with respect to Rezoning Application No. Z12-0060 for the property located at 2486 Hwy 97 N, Kelowna, BC;

AND THAT Bylaw No. 10788 be forwarded for rescindment consideration and the file be closed.

Carried

4.14 Powick Rd 1604-1620 (HWY97 N 2486), Z12-0060 (BL10788) - 989677 Alberta Ltd

Moved By Councillor Hodge/Seconded By Councillor Gray

R710/18/07/30 THAT first reading given to Bylaw No. 10788 be rescinded;

AND THAT the file for Rezoning Application No. Z12-0060 for the property located at 2486 Highway 97 North be closed.

Carried

4.15 Old Vernon Rd 155-165 & Rutland Ct 2155-2165, LUCT17-0003 & Z18-0005 - Cornel Epp and Terra Landscaping & Boback Services Ltd & CGSB Automotive Group Ltd

Staff:

- Provided the rationale for rescinding the rezoning bylaw.

Moved By Councillor Stack/Seconded By Councillor Sieben

R711/18/07/30 THAT Council receives, for information, the Report from the Community Planning Department dated July 30, 2018 with respect to Rezoning Application No. Z18-0005 and Land Use Contract Termination LUCT17-0003 for the properties located at 155-156 Old Vernon Rd and 2155-2165 Rutland Ct;

AND THAT Rezoning Bylaw No. 11600 be forwarded for rescindment consideration and the file be closed;

AND FURTHER THAT adoption for Land Use Contract Termination Bylaw No. 11599 be considered by Council.

Carried

4.16 Old Vernon Rd 155-165 & Rutland Ct 2155-2165, Z18-0005 (BL11600) - Cornel Epp and Terra Landscaping & Boback Services Ltd & CGSB Automotive Group Ltd

Moved By Councillor Hodge/Seconded By Councillor Donn

R712/18/07/30 THAT first, second and third readings given to Bylaw No. 11600 be rescinded;

AND THAT the file for Rezoning Application No. Z18-0005 for the property located at 155-156 Old Vernon Road and 2155-2165 Rutland Court be closed.

Carried

- 4.17 Old Vernon Rd 155-165 & Rutland Ct 2155-2165, LUCT17-0003 (BL11599) - Cornel Epp and Terra Landscaping & Bobcat Services Ltd & CGSB Automotive Group

Moved By Councillor Stack/Seconded By Councillor DeHart

R713/18/07/30 THAT Bylaw No. 11599 be adopted.

Carried

5. Bylaws for Adoption (Development Related)

- 5.1 Gordon Dr 4611, Z17-0075 (BL11521) - David & Sandra Marshall

Moved By Councillor DeHart/Seconded By Councillor Stack

R714/18/07/30 THAT Bylaw No. 11521 be adopted.

Carried

- 5.2 Harvey Ave 1033, Z18-0025 (BL11632) - The Howard-Fry Housing Society

Moved By Councillor Stack/Seconded By Councillor DeHart

R715/18/07/30 THAT Bylaw No. 11632 be adopted.

Carried

6. Non-Development Reports & Related Bylaws

6.3 New Sign Bylaw

Staff:

- Displayed a PowerPoint presentation summarizing the new Sign Bylaw and responded to questions from Council.

Moved By Councillor Singh/Seconded By Councillor Sieben

R716/18/07/30 THAT Council receives, for information, the Report from the Community Planning Department dated January 29, 2018 pertaining to a new Sign Bylaw;

AND THAT Bylaw No. 11530, being the *Sign Bylaw* be forwarded for reading consideration;

AND THAT Bylaw No.11526 being Amendment No. 19 to Bylaw Notice Enforcement Bylaw No. 10475 be forwarded for reading consideration;

AND THAT Council directs Staff to amend Bylaw 10560, being the *Development Applications Fees Bylaw* with regard to sign fees;

AND THAT Council directs staff to bring forward a budget request for a Bylaw Officer position to support additional Sign Bylaw enforcement;

Carried

6.4 BL11530 - New Sign Bylaw

Moved By Councillor Singh/Seconded By Councillor Sieben

R717/18/07/30 THAT Bylaw No. 11530 be read a first, second and third time.

Carried

6.5 BL11526 - Amendment No. 19 to Bylaw Notice Enforcement Bylaw No. 10475

Moved By Councillor Sieben/Seconded By Councillor Singh

R718/18/07/30 THAT Bylaw No. 11526 be read a first, second and third time.

Carried

6.6 Soil Removal and Deposit Regulation Bylaw No. 9612 - Bylaw Amendment to Include Blasting

Staff:

- Displayed a PowerPoint presentation summarizing the rationale for the proposed amendment and responded to questions from Council.

Moved By Councillor Given/Seconded By Councillor Sieben

R719/18/07/30 THAT Council, receives, for information, the Report from the Community Planning Department dated July 17, 2018 recommending that Council consider amendments to the Soil Removal and Deposit Regulation Bylaw;

AND THAT Bylaw No. 11647 being Bylaw Amendment No. 1 to the Soil Removal and Deposit Regulation Bylaw No. 9612 be forwarded for reading consideration.

Carried

6.7 BL11647 - Amendment No. 1 to the Soil Removal and Deposit Regulation Bylaw No. 9612

Moved By Councillor Sieben/Seconded By Councillor Singh

R720/18/07/30 THAT Bylaw No. 11647 be read a first, second and third time.

Carried

6.8 OCP Update: Engagement Report and Interim Growth Scenario

Staff:

- Displayed a PowerPoint presentation summarizing the public engagement process and interim growth scenario and responded to questions from Council.

Moved By Councillor Given/Seconded By Councillor Donn

R721/18/07/30 THAT Council receives, for information, the report from the Policy & Planning Department dated July 30, 2018, with respect to the results of the first phase of public engagement for the 2040 OCP update;

AND THAT Council directs staff to proceed with further development of a preferred growth strategy based on Growth Scenario 3, as outlined in the report from the Policy & Planning Department dated July 30, 2018, and report back to Council in September 2018.

Carried

6.9 Facts in Focus - Transportation Master Plan

Staff:

- Displayed a PowerPoint presentation summarizing the transit Facts in Focus and responded to questions from Council.

Moved By Councillor DeHart/Seconded By Councillor Given

R722/18/07/30 THAT Council receives, for information, the report from the Integrated Transportation Manager dated July 30th, 2018, with respect to Facts in Focus – How Transit Can Keep Kelowna Moving

Carried

6.10 Budget Amendment – Leachate Management at Biosolids Compost Facility

Staff:

- Provided the rationale for the budget amendment and responded to questions from Council.

Moved By Councillor Donn/Seconded By Councillor Given

R723/18/07/30 THAT Council receives for information, the report from the Utility Services Manager dated July 30, 2018 regarding the Regional Biosolids Compost Facility (RBCF), Biosolids Leachate Containment Project;

AND THAT Council authorize the additional expenditure totaling \$300,000 for the RBCF, Biosolids Leachate Containment Project;

AND FURTHER THAT the 2018 Financial Plan be amended to increase the budget of the RBCF, Biosolids Leachate Containment Project by \$300,000 with \$100,000 being funded from the City of Vernon and \$200,000 being funded from the Wastewater Utility.

Carried

7. Mayor and Councillor Items

Councillor DeHart:

- Made reference to her attendance, along with Councillors Stack and Donn, at the opening of the Kelowna Branch of the Islamic Centre on Highway 33 and noted that the Centre's members were very complimentary to City staff.
- Attended the DKA Block Party along with some friends who were new to the City and were very impressed with the event and our downtown.

Councillor Gray:

- Attended the launch of 100+ Women Who Care and noted the launch raised \$5,000.
- Attended the Reunion Fun Fundraiser, Wild Women Wise Women, and noted it raised \$5,000.
- Spoke at the closing ceremonies for the 10th Annual Bats for a Cause which raised \$141,000 over the weekend for the BC Children's Hospital.

Councillor Donn:

- Noted that the 2nd Annual Kelowna Gospel Mission Homeless is No Picnic Event is scheduled for this Saturday in City Park.

Councillor Given:

- Thanked the fire services for their rapid response to the Wilden area fire.
- Reminded everyone how dry everything is and urged the public to remain vigilant.

8. Termination

This meeting was declared terminated at 4:09 p.m.

Mayor Basran

/slh

City Clerk

REPORT TO COUNCIL



Date: August 13, 2018

RIM No. 1250-30

To: City Manager

From: Community Planning Department (KB)

Application: Z18-0072

Owner: Jagdeesh Singh Diocee and
Anita Sanan

Address: 4315 Hobson Road

Applicant: Urban Options Planning &
Permits

Subject: Rezoning Application

Existing OCP Designation: S2RES – Single / Two Unit Residential

Existing Zone: RU1 – Large Lot Housing

Proposed Zone: RU2 – Medium Lot Housing

1.0 Recommendation

THAT Rezoning Application No. Z18-0072 to amend the City of Kelowna Zoning Bylaw No. 8000 by changing the zoning classification of Lot 38 District Lot 167 Osoyoos Division Yale District Plan 27559, located at 4315 Hobson Road, Kelowna, BC from the RU1 – Large Lot Housing zone to the RU2 – Medium Lot Housing zone, be considered by Council;

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

2.0 Purpose

To rezone the subject property to facilitate a two-lot subdivision.

3.0 Community Planning

Community Planning Staff support the rezoning application to facilitate a two-lot subdivision. The RU2 – Medium Lot Housing zone meets the form and density objectives of the Official Community Plan (OCP) S2RES – Single / Two Unit Residential designation, and as such the application is in compliance with the designated future land use. In addition, the OCP urban infill policies support the densification of urban residential neighbourhoods where infrastructure already exists, and through sensitive development including the use of smaller lots. The subject property is fully serviced and both proposed lots meet subdivision requirements for the RU2 – Medium Lot Housing zone.

The applicant has confirmed the completion of neighbourhood notification in accordance with Council Policy No. 367.

4.0 Proposal

4.1 Background

There is currently an existing single family dwelling and swimming pool on the subject property. Should Council support the rezoning application, the dwelling would be demolished, and the swimming pool modified, to allow for a two-lot subdivision to occur.

4.2 Project Description

The applicant is requesting permission to rezone and then subdivide the existing 1,457 m² parcel into two parcels. The subject property is fully serviced and both proposed lots meet subdivision requirements for the RU2 - Medium Lot Housing zone.

| Zoning Analysis Table | | |
|---|-----------------------|----------------------|
| CRITERIA | RU2 ZONE REQUIREMENTS | PROPOSAL |
| Proposed Lot 1 - Existing Lot/Subdivision Regulations | | |
| Lot Area | 400 m ² | 851.8 m ² |
| Lot Width | 13.0 m | 17.45 m |
| Lot Depth | 30.0 m | 48.75 m |
| Proposed Lot 2 - Existing Lot/Subdivision Regulations | | |
| Lot Area | 400 m ² | 592.1 m ² |
| Lot Width | 13.0 m | 13.0 m |
| Lot Depth | 30.0 m | 48.75 m |

4.3 Site Context

The subject property is located on the south side of Hobson Road, in the North Mission – Crawford City Sector. It is approximately 1,457 m² (0.36 acres) in area and currently has one single detached house and swimming pool. The surrounding area is characterized by single family dwellings and there are other properties nearby on Sarsons Road that have been rezoned to the RU2 – Medium Lot Housing zone. It is approximately 500 metres from Sarsons Beach Park and is located within the Permanent Growth Boundary. The walk score is 18, indicating that almost all errands require a car.

Specifically, adjacent land uses are as follows:

| Orientation | Zoning | Land Use |
|-------------|-------------------------|-------------|
| North | RU1 – Large Lot Housing | Residential |
| East | RU1 – Large Lot Housing | Residential |
| South | RU1 – Large Lot Housing | Residential |
| West | RU1 – Large Lot Housing | Residential |

Subject Property Map: 4315 Hobson Road



5.0 Current Development Policies

5.1 Kelowna Official Community Plan (OCP)

Chapter 1: Introduction

- **Goal 1. Contain Urban Growth.** Reduce greenfield urban sprawl and focus growth in compact, connected and mixed-use (residential and commercial) urban and village centres.
- **Goal 2. Address Housing Needs of All Residents.** Address housing needs of all residents by working towards an adequate supply of a variety of housing.

Development Process

- **Objective 5.3 Focus development to designated growth areas.**
- **Policy 5.3.2 Compact Urban Form.** 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.

- **Policy 5.22.6 Sensitive Infill.** 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.
- **Policy 5.22.7 Healthy Communities.** Through current zoning regulations and development processes, foster healthy, inclusive communities and a diverse mix of housing forms, consistent with the appearance of the surrounding neighbourhood.

6.0 Technical Comments

6.1 Development Engineering Department

Development Engineering is prepared to defer the requirements of the rezoning to the subdivision stage.

7.0 Application Chronology

Date of Application Received: June 20, 2018

Date Public Consultation Completed: July 25, 2018

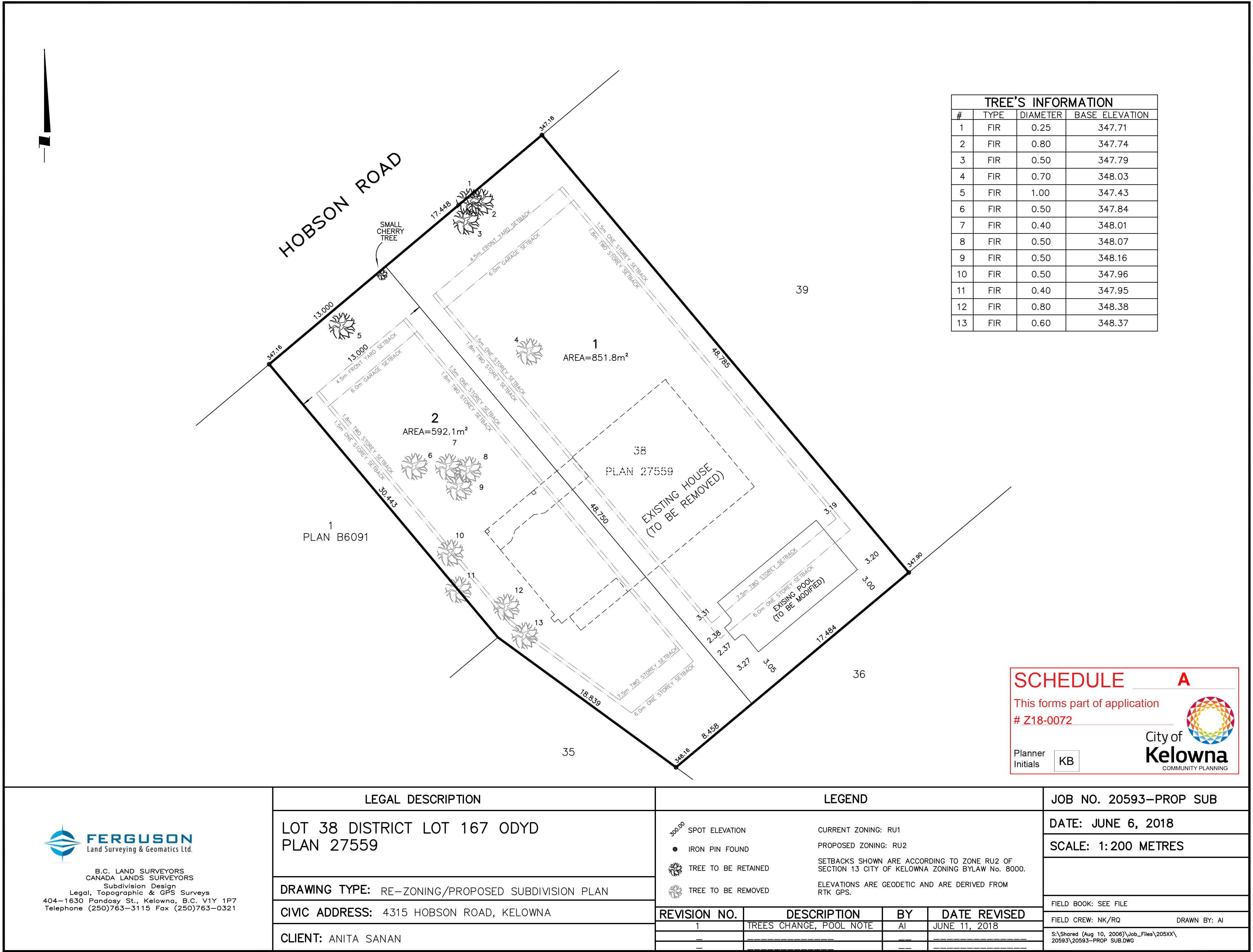
Report prepared by: Kimberly Brunet, Planner

Reviewed by: Dean Strachan, Suburban and Rural Manager

Approved for Inclusion: Ryan Smith, Community Planning Department Manager

Attachments:

Schedule "A" - Site Plan



| TREE'S INFORMATION | | | |
|--------------------|------|----------|----------------|
| # | TYPE | DIAMETER | BASE ELEVATION |
| 1 | FIR | 0.25 | 347.71 |
| 2 | FIR | 0.80 | 347.74 |
| 3 | FIR | 0.50 | 347.79 |
| 4 | FIR | 0.70 | 348.03 |
| 5 | FIR | 1.00 | 347.43 |
| 6 | FIR | 0.50 | 347.84 |
| 7 | FIR | 0.40 | 348.01 |
| 8 | FIR | 0.50 | 348.07 |
| 9 | FIR | 0.50 | 348.16 |
| 10 | FIR | 0.50 | 347.96 |
| 11 | FIR | 0.40 | 347.95 |
| 12 | FIR | 0.80 | 348.38 |
| 13 | FIR | 0.60 | 348.37 |

SCHEDULE

A

This forms part of application

Z18-0072

Planner Initials



KB

City of Kelowna

COMMUNITY PLANNING

 **FERGUSON**
Land Surveying & Geomatics Ltd.

B.C. LAND SURVEYORS
CANADA LANDS SURVEYORS
Subdivision Design
Legal, Topographic & GPS Surveys
404-1630 Pandosy St., Kelowna, B.C. V1Y 1P7
Telephone (250)763-3115 Fax (250)763-0321

| LEGAL DESCRIPTION | | LEGEND | | | | JOB NO. 20593-PROP SUB | |
|---|--|--|--|--|--|---|--|
| LOT 38 DISTRICT LOT 167 ODYD PLAN 27559 | | 300.00 SPOT ELEVATION ● IRON PIN FOUND  TREE TO BE RETAINED  TREE TO BE REMOVED | | | | DATE: JUNE 6, 2018 | |
| DRAWING TYPE: RE-ZONING/PROPOSED SUBDIVISION PLAN | | CURRENT ZONING: RU1 PROPOSED ZONING: RU2 SETBACKS SHOWN ARE ACCORDING TO ZONE RU2 OF SECTION 13 CITY OF KELOWNA ZONING BYLAW No. 8000. ELEVATIONS ARE GEODETIC AND ARE DERIVED FROM RTK GPS. | | | | SCALE: 1:200 METRES | |
| CIVIC ADDRESS: 4315 HOBSON ROAD, KELOWNA | | REVISION NO. DESCRIPTION BY DATE REVISED | | | | FIELD BOOK: SEE FILE | |
| CLIENT: ANITA SANAN | | 1 TREES CHANGE, POOL NOTE AI JUNE 11, 2018 | | | | FIELD CREW: NK/RQ DRAWN BY: AI | |
| | | | | | | S:\Shared (Aug 10, 2006)\Job_Files\205XX\20593\20593-PROP SUB.DWG | |

4315 Hobson Road— Current conditions



Views from the street



Rear Yard



CITY OF KELOWNA
BYLAW NO. 11653
Z18-0072 – 4315 Hobson Road

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

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

1. THAT City of Kelowna Zoning Bylaw No. 8000 be amended by changing the zoning classification of Lot 38 District Lot 167 Osoyoos Division Yale District Plan 27559, located at 4315 Hobson Road, Kelowna, BC from the Ru1 – Large Lot Housing zone to the RU2 – Medium Lot Housing zone;
2. This bylaw shall come into full force and effect and is binding on all persons as and from the date of adoption.

Read a first time by the Municipal Council this

Considered at a Public Hearing on the

Read a second and third time by the Municipal Council this

Adopted by the Municipal Council of the City of Kelowna this

Mayor

City Clerk

REPORT TO COUNCIL



Date: August 13, 2018

RIM No. 1250-04

To: City Manager

From: Community Planning Department (TH)

Application: Z18-0039 **Owner:** Nicholas and Cheryl Kirschner

Address: 2005 Lindahl Street **Applicant:** Urban Planning Options and Permits

Subject: Rezoning Application

Existing OCP Designation: S2RES – Single/Two Unit Residential

Existing Zone: RU2 – Medium Lot Housing

Proposed Zone: RU6 – Two Dwelling Housing

1.0 Recommendation

THAT Rezoning Application No. Z18-0039 to amend the City of Kelowna Zoning Bylaw No. 8000 by changing the zoning classification of Lot 4 Section 19 Township 26 ODYD Plan 19208, located at 2005 Lindahl Street, Kelowna, BC from the RU2 – Medium Lot Housing zone to the RU6 – Two Dwelling Housing Zone, be considered by Council;

AND THAT the Rezoning be forwarded to a Public Hearing for further consideration;

AND FURTHER THAT final adoption of the Rezoning Bylaw be considered subsequent to the outstanding conditions of approval as set out in Schedule "A" attached to the Report from the Community Planning Department dated August 13, 2018.

2.0 Purpose

To rezone the subject property to facilitate two dwelling housing.

3.0 Community Planning

Community Planning supports the application to rezone the subject property to the RU6 zone to permit two dwelling housing. The RU6 zone meets the intent of Kelowna's Future Land Use designation of S2RES Single/Two Unit Residential designation. The rezoning application is an appropriate development in the surrounding single family dwelling neighbourhood.

The property is located within the Permanent Growth Boundary, in the Capri Landmark Urban Centre of Kelowna. The applicant submitted a Neighbourhood Consultation Summary Form to staff on May 22, 2018 outlining that Council Policy No. 367 has been fulfilled.

4.0 Proposal

4.1 Project Description

A single family dwelling was constructed in the 1960's on the subject property.

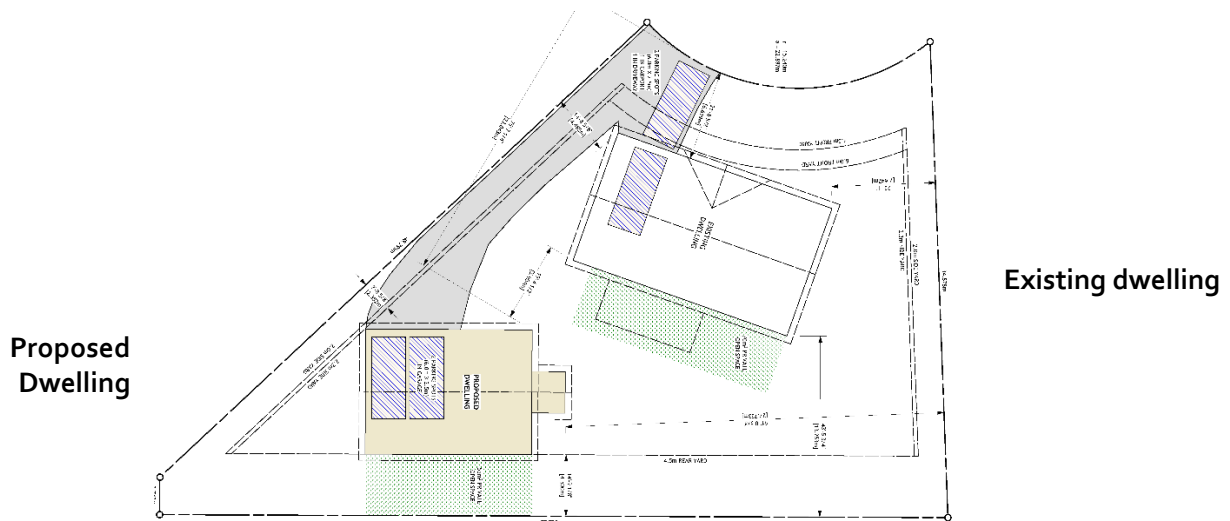
The application proposes an RU6 zone which would allow for one additional single family dwelling on the property. The applicant wishes to retain the existing single family dwelling and construct a new single family dwelling on the rear of the property. The zone would also allow for demolition of the existing house, allowing new construction of any form of housing type permitted within the RU6 zone.

As a maximum of two dwelling units are permitted within the RU6 zone, if the existing dwelling has a secondary suite within it, the secondary suite must be removed prior to issuance of occupancy permit of a new dwelling construction.

The subject parcel is an irregular shaped lot 1,416 sq.m. in size, the width measures 30 m, depth 35 m. The applicant is proposing to construct a new single family dwelling in the rear of the property with vehicle access from the existing driveway. Due to the irregular shape of the parcel, the proposed site plan for a second single family dwelling does show the need for a rear yard variance. The RU6 zone rear yard setback of 7.5 m is required. The applicant is proposing a 4.5 m rear yard setback. A Development Variance Permit will be considered by Council if Council approves the current rezoning application. Council approval of the current RU6 Rezoning does not imply that a variance to the rear yard would be approved.

With the addition of a second dwelling an owner may apply to stratify each dwelling. In order to stratify, the existing dwelling would need to substantially be brought up to current BC Building Code standards. The existing dwelling was constructed in the 1960's meaning substantial upgrades may be required. As such, if the owner wishes to stratify the two dwellings, the upgrades to the existing dwelling fronting Lindahl Street would improve the streetscape in the neighbourhood.

Conceptual Site Plan



Adjacent land uses are as follows:

| Orientation | Zoning | Land Use |
|-------------|--------|------------------------|
| North | RU2 | Single Family Dwelling |
| East | RU6 | Two Dwelling Housing |
| South | RU2 | Single Family Dwelling |
| West | RU1 | Single Family Dwelling |

Neighbourhood Map: 2005 Lindahl Street



Subject Property Map: 2005 Lindahl Street



4.2 Zoning Analysis Table

| Zoning Analysis Table | | |
|---|---|--------------------------------------|
| CRITERIA | RU6 ZONE REQUIREMENTS | EXISTING CONDITIONS |
| Existing Lot/Subdivision Regulations for Two Dwelling Housing | | |
| Lot Area | 800 m ² | 1,416 m ² |
| Lot Width | 18.0 m | 30.0 m |
| Lot Depth | 30.0 m | 35.0 m |
| Development Regulations | | |
| Max Site Coverage | 40% | 13% |
| Max Site Coverage incl. driveways & parking areas | 50% | 31% |
| Max Height | 9.5 m / 2.5 storey | 1.5 storey |
| Min Front Yard | 4.5 m and 6.0 to garage | 4.5 m |
| Min Side Yard (south) | 2.0 m / 2.3 m | 3.6 m |
| Min Side Yard (north) | 2.0 m / 2.3 m (one side yard must be 3.0 m) | 7.0 m |
| Min Rear Yard | 7.5 m | 12.0 m |
| Other Regulations | | |
| Min Parking Requirements | 2 per dwelling (4) | Adequate Space for 4 |
| Min Private Open Space | 30 m ² per dwelling (60 m ²) | Adequate space for 30 m ² |
| Min distance between Two Single Detached Dwellings | 4.5 m | n/a |

5.0 Current Development Policies

5.1 Kelowna Official Community Plan (OCP)

Development Process

Future Land Use Single / Two Unit Residential (S2RES)¹ Single detached homes for occupancy by one family, single detached homes with a secondary suite or carriage house, semi-detached buildings used for two dwelling units,...

The RU6 zone is the highest density form of residential permitted within the S2RES designation.

Compact Urban Form² 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.

The subject parcel is located near BC Transit bus stops, and commercial businesses as noted in this report.

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.

¹ City of Kelowna Official Community Plan, (Future Land Use Chapter).

² City of Kelowna Official Community Plan, Policy 5.3.2 (Development Process Chapter).

- A third party work order may be required with the Development Engineering Department for an upgraded water line and sewage connection. These requirements are to be resolved prior to issuance of the Building Permit.
- Full Plan check for Building Code related issues will be done at time of Building Permit applications. Please indicate how the requirements of Radon mitigation and NAFS are being applied to this complex at time of permit application.

6.2 Development Engineering Department

- Development Engineering Memorandum is attached to this report as Schedule "A"
 - Specific requirements include upgrading water service and upgrading Lindahl Street frontage.

7.0 Application Chronology

Date of Application Received: April 24, 2018

Date Public Consultation Completed: May 22, 2018

Report prepared by: Tracey Hillis, Planner, Suburban and Rural Planning

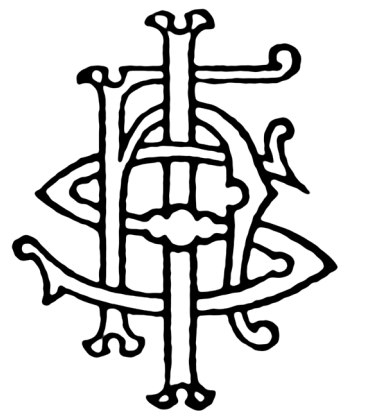
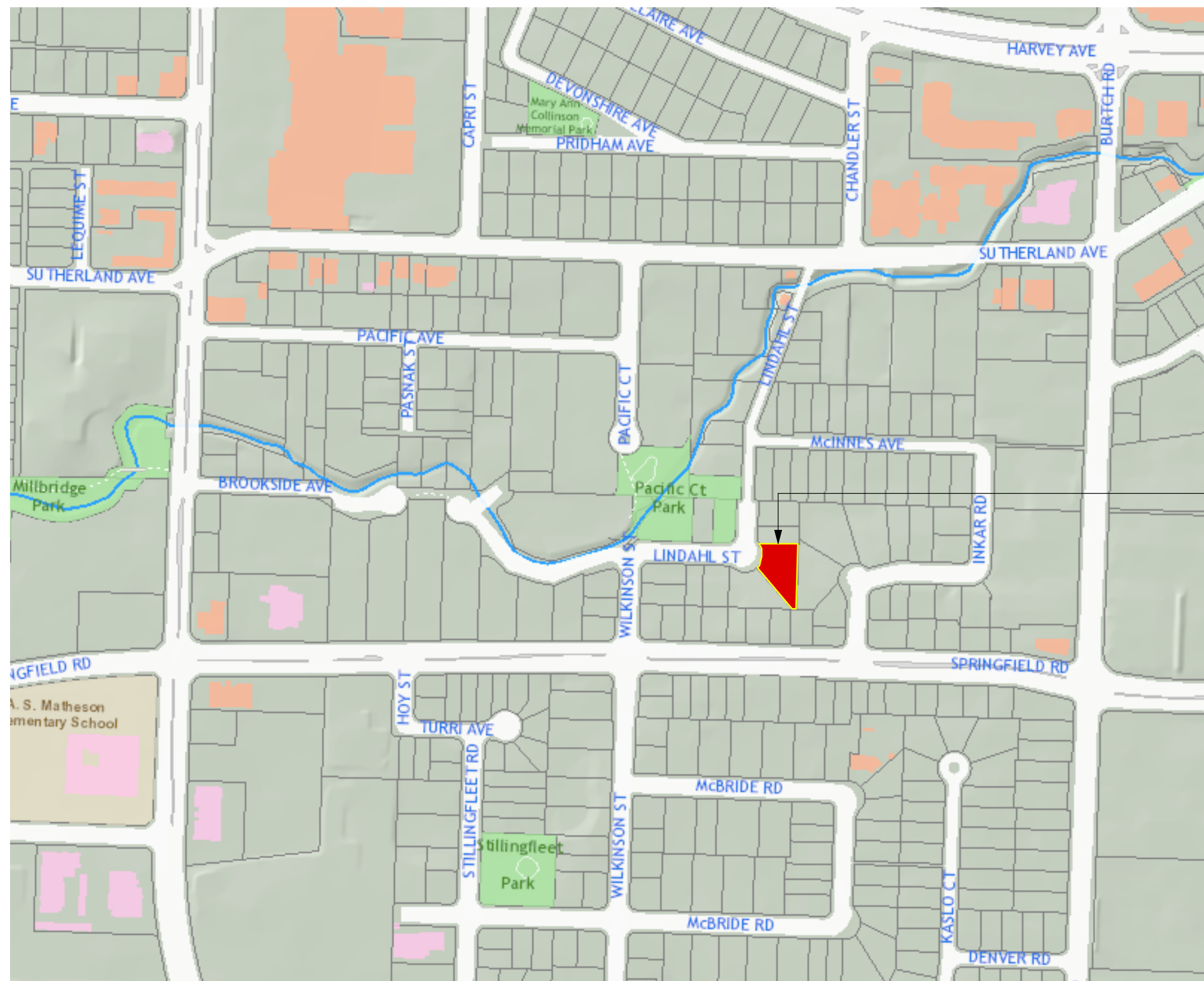
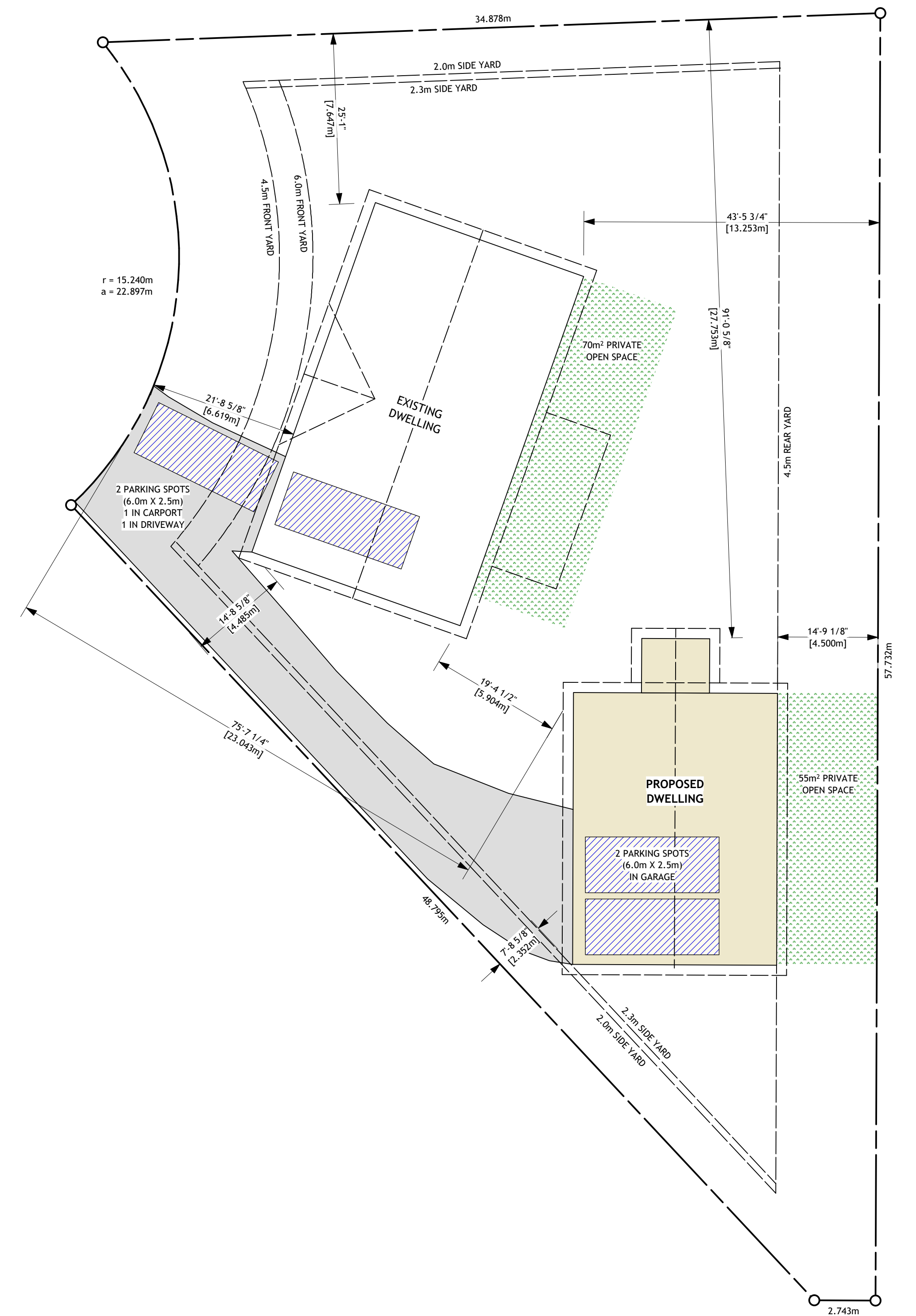
Reviewed by: Dean Strachan, Suburban and Rural Planning Manager

Approved for Inclusion: Ryan Smith, Community Planning Department Manager

Attachments:

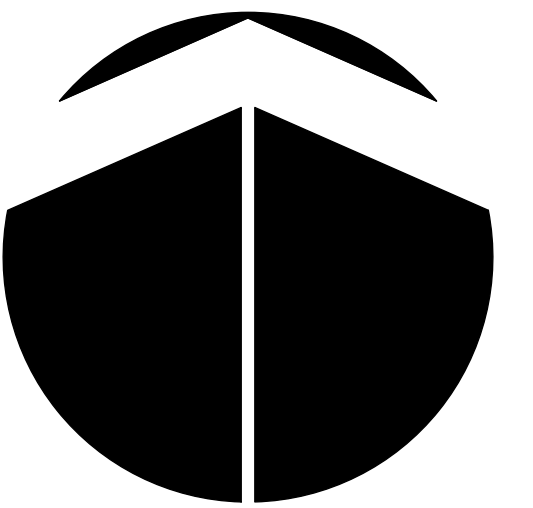
Schedule "A" Development Engineering Memorandum
Conceptual Site Plan

| | | |
|--|------------------------|-----------|
| PROJECT DATA: CIVIC ADDRESS | 2005 LINDAHL STREET | |
| | KELOWNA, BC V1Y 3Z7 | |
| LEGAL ADDRESS | LOT 4 PLAN KAP19208 | |
| CURRENT ZONING | RU2 MEDIUM LOT HOUSING | |
| | | |
| | PERMITTED | PROPOSED |
| SITE AREA | 700.00m2 | 1395.46m2 |
| EXISTING DWELLING FOOTPRINT AT GRADE | | 164.56m2 |
| EXISTING DWELLING COVERED PATIO | | 19.51m2 |
| PROPOSED DWELLING FOOTPRINT AT GRADE | | 118.92m2 |
| PROPOSED DRIVEWAY & WALKWAY AREA | | 143.70m2 |
| SITE COVERAGE | 40.0% | 21.7% |
| SITE COVERAGE W/ DRIVEWAY | 50.0% | 32.0% |
| | | |
| DISTANCE BETWEEN BUILDINGS | 4.500m | 5.904m |
| FRONT (WEST) YARD SETBACK (GARAGE TO P.L.) | 6.000m | 23.043m |
| REAR (EAST) YARD SETBACK | 4.500m | 4.500m |
| SIDE (NORTH) YARD SETBACK | 2.300m | 27.753m |
| SIDE (SOUTH) YARD SETBACK | 2.300m | 2.352m |



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KELOWNA, BC V1P 1S5
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DESIGN AND MAY NOT BE REPRODUCED OR USED WITHOUT
EXPRESSED WRITTEN PERMISSION FROM THE SAME.



PROJECT NORTH

| REVISION | DATE | DISCRPTION |
|----------|------|------------|
| | | |

PROJECT

RU6 DEVELOPMENT

2005 LINDAHL STREET

KELOWNA, BC V1Y 3Z7

LOT 4 PLAN KAP19208

DRAWING TITLE

SITE PLAN

DATE MARCH 15, 2018

DRAWING NUMBER

1
of
1

CITY OF KELOWNA
MEMORANDUM

| | |
|---|----|
| SCHEDULE A | |
| This forms part of application # Z18.0039 | |
| Planner Initials | TH |
| <div style="display: flex; align-items: center; justify-content: flex-end;"><div style="text-align: right;">City of Kelowna <small>COMMUNITY PLANNING</small></div></div> | |

Date: April 25, 2018

File No.: Z18-0039

To: Community Planning (TH)

From: Development Engineering Manager(JK)

Subject: 2005 Lindahl Street

RU2 to RU6

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

1. Domestic Water and Fire Protection

This property is currently serviced with a 19mm-diameter water service. The disconnection of the existing small diameter water services and the tie-in of a larger new 50mm service c/w two curb stops can be provided by City forces at the developer's expense. The applicant will be required to sign a Third Party Work Order for the cost of the water service upgrades. For estimate inquiry's please contact Jason Angus, by email jangus@kelowna.ca or phone, 250-469-8783.

2. Sanitary Sewer

Our records indicate that this property is currently serviced with a 100mm-diameter sanitary sewer service. An inspection chamber (IC) complete with brooks box must be installed on the service at the owner's cost. Service upgrades can be provided by the City at the applicant's cost. The applicant will be required to sign a Third Party Work Order for the cost of the service upgrade. For estimate inquiry's please contact Jason Angus, by email jangus@kelowna.ca or phone, 250-469-8783

3. Road Improvements

Lindahl Street must be upgraded to a collector standard along the full frontage of this proposed development, including curb & gutter, pavement removal and replacement, street lighting and re-location or adjustment of utility appurtenances if required to accommodate the upgrading construction. A one-time cash payment in lieu of construction must be collected from the applicant for future construction by the City. The cash-in-lieu amount is determined to be **\$18,091.25** not including utility service cost.

4. Development Permit and Site Related Issues

Direct the roof drains into on-site rock pits or splash pads.

One access to the property will be permitted. A maximum 6m wide driveway will be permitted.

5. Electric Power and Telecommunication Services

The electrical and telecommunication services to this building must be installed in an underground duct system, and the building must be connected by an underground service. It is the developer's responsibility to make a servicing application with the respective electric power, telephone and cable transmission companies to arrange for these services, which would be at the applicant's cost.

7. Bonding and Levy Summary

(a) Levies

| | |
|---|--------------------|
| 1. Lindahl Street frontage improvements | \$18,091.25 |
|---|--------------------|

(b) Bonding

| | |
|---------------------|-------------------------|
| 1. Service upgrades | To be determined |
|---------------------|-------------------------|



James Kay, P. Eng.
Development Engineering Manager

JA

CITY OF KELOWNA
BYLAW NO. 11654
Z18-0039 – 2005 Lindahl Street

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 the City of Kelowna Zoning Bylaw No. 8000 be amended by changing the zoning classification of Lot 4 Section 19 Township 26 ODYD Plan 19208, located on Lindahl Street, Kelowna, BC from the RU2 – Medium Lot Housing zone to the RU6 – Two Dwelling Housing Zone;
2. This bylaw shall come into full force and effect and is binding on all persons as and from the date of adoption.

Read a first time by the Municipal Council this

Considered at a Public Hearing on the

Read a second and third time by the Municipal Council this

Approved under the Transportation Act this

(Approving Officer – Ministry of Transportation)

Adopted by the Municipal Council of the City of Kelowna this

Mayor

City Clerk

REPORT TO COUNCIL



Date: August 13, 2018

RIM No. 1250-30

To: City Manager

From: Community Planning Department (KB)

Application: Z18-0056
Owner: Karambir Singh Kler
Amarjit Kaur Kler

Address: 2529 Richter Street
Applicant: New Town Services

Subject: Rezoning Application

Existing OCP Designation: MRL – Multiple Unit Residential (Low Density)

Existing Zone: RU6 – Two Dwelling Housing

Proposed Zone: RM₃ – Low Density Multiple Housing

1.0 Recommendation

THAT Rezoning Application No. Z18-0056 to amend the City of Kelowna Zoning Bylaw No. 8000 by changing the zoning classification of Lot 9 District Lot 136 Osoyoos Division Yale District Plan 3506, located at 2529 Richter Street, Kelowna, BC from the RU6 – Two Dwelling Housing zone to the RM₃ – Low Density Multiple Housing zone, be considered by Council;

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

AND THAT final adoption of the Rezoning Bylaw be considered subsequent to the outstanding conditions of approval as set out in Schedule "A" attached to the Report from the Community Planning Department dated August 13, 2018;

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

2.0 Purpose

To rezone the subject property to facilitate the development of multiple dwelling housing.

3.0 Community Planning

Community Planning Staff support the rezoning application from the RU6 – Two Dwelling Housing zone to the RM3 – Low Density Multiple Housing zone. The RM3 zone meets the form and density objectives of the Official Community Plan (OCP) MRL - Multiple Unit Residential (Low Density) designation. The additional residential density will be supported by local amenities such as a number of local parks, the shops and services of South Pandosy and transit stops located one block away, along Pandosy Street. Further, the application addresses several objectives of the OCP, notably:

- **Housing Mix.** Support a greater mix of housing unit size, form and tenure in new multi-unit residential.
- **Family Housing.** Support housing alternatives for families when single detached housing is too costly, including features that are important to families such as: outdoor space, direct access to grade, larger units, safe design, and neighbourhood characteristics (e.g. location and amenities).
- **Ground-Oriented Housing.** Encourage all multiple-unit residential buildings in neighbourhoods with schools and parks to contain ground-oriented units with 2 or more bedrooms so as to provide a family housing choice within the multi-unit rental or ownership markets, especially where such can be provided on non-arterial and non-collector streets.

To fulfil Council Policy No. 367, the applicant submitted a Neighbour Consultation Summary Form to staff documenting that neighbours within 50 m of the subject property were notified.

4.0 Proposal

4.1 Background

There is an existing single family dwelling on the subject property, which would be demolished to allow for this development to occur.

4.2 Project Description

The application is to rezone the subject property from the RU6 – Two Dwelling Housing zone to the RM3 – Low Density Multiple Housing zone to allow for a multiple dwelling development in the form of row housing. The proposed development would result in seven dwelling units, configured in a row housing form, on a single corner lot. It is proposed to be three storeys in height and be composed of six two-bedroom units and one three-bedroom unit. All vehicular access for the development is proposed to come from a rear laneway on the east side of the property. A draft site plan is attached as Schedule “B”.

Staff are currently aware of two variances being requested, for overall site coverage and for one surface parking stall that is located within the required front yard setback. Should Council support this rezoning, Staff will bring forward a Development Permit and Development Variance Permit for Council consideration.

4.3 Site Context

The subject property is located at the corner of Richter Street and Morrison Avenue. It is in close proximity to the South Pandosy Urban Centre Area, Kelowna General Hospital, and nearby parks, including Cameron Park, Osprey Park and Kinsmen Park. It is within the City's Permanent Growth Boundary, and the walk score is 75, which means the site is very walkable and more errands can be accomplished on foot.

Specifically, adjacent land uses are as follows:

| Orientation | Zoning | Land Use | Future Land Use |
|-------------|----------------------------|-------------|---|
| North | RU6 – Two Dwelling Housing | Residential | MRL – Multiple Unit Residential (Low Density) |
| East | RU7 – Infill Housing | Residential | SIH – Sensitive infill Housing (Low Density) |
| South | RU6 – Two Dwelling Housing | Residential | MRL – Multiple Unit Residential (Low Density) |
| West | RU6 – Two Dwelling Housing | Residential | MRL – Multiple Unit Residential (Low Density) |

Subject Property Map: 2529 Richter Street



5.0 Current Development Policies

5.1 Kelowna Official Community Plan (OCP)

Chapter 5 - Development Process

Objective 5.3 - Focus development to designated growth areas

Policy .2 - Compact Urban Form. 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.

Objective 5.22 - Ensure context sensitive housing development

Policy .6 - Sensitive Infill. 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.

Policy .7 - Healthy Communities. Through current zoning regulations and development processes, foster healthy, inclusive communities and a diverse mix of housing forms, consistent with the appearance of the surrounding neighbourhood.

Policy .13 - Family Housing. Support housing alternatives for families when single detached housing is too costly, including features that are important to families such as: outdoor space, direct access to grade, workshop space, larger units, safe design, and neighbourhood characteristics (e.g.: location and amenities).

Objective 5.23 - Address the needs of families with children through the provision of appropriate family-oriented housing

Policy .1 - Ground-Oriented Housing. Encourage all multiple-unit residential buildings in neighbourhoods with schools and parks to contain ground-oriented units with 2 or more bedrooms so as to provide a family housing choice within the multi-unit rental or ownership markets. High density residential projects in the Downtown area are encouraged to include a ground-oriented housing component, especially where such can be provided on non-arterial and non-collector streets.

6.0 Technical Comments

6.1 Development Engineering Department

See Schedule "A" City of Kelowna Memorandum

7.0 Application Chronology

Date of Application Received: May 10, 2018

Date Public Consultation Completed: July 10, 2018

Report prepared by: Kimberly Brunet, Planner

Reviewed by: Terry Barton, Urban Planning Manager

Approved for Inclusion: Ryan Smith, Community Planning Department Manager

Attachments:

Schedule "A" – City of Kelowna Memorandum

Schedule "B" – Draft Site Plan

CITY OF KELOWNA
MEMORANDUM

Date: May 24, 2018
File No.: Z18-0038
To: Community Planning (KB)
From: Development Engineering Manager (JK)
Subject: 2529 Richter Street RU6 to RM3

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

1. General

- a. Where there is a possibility of a high water table or surcharging of storm drains during major storm events, non-basement buildings may be required. This must be determined by the engineer and detailed on the Lot Grading Plan required in the drainage section.
- b. Provide easements as may be required.
- c. This proposed subdivision may require the installation of centralized mail delivery equipment. Please contact Rick Ould, Delivery Planning Officer, Canada Post Corporation, 530 Gaston Avenue, Kelowna, BC V1Y 2K0 to obtain further information and to determine suitable location(s) within the development.

2. Water

- a. The developer's consulting engineer will determine the domestic and fire protection requirements of this proposed development and establish hydrant requirements and service needs. The bylaw requirement for residential low density multiple housing zone is 150l/s and is available at the site. If it is determined that upgrades to any other existing water distribution system must be made to achieve the required fire flows, additional bonding will be required.
- b. An approved backflow protection device must also be installed on site as required by the City Plumbing Regulation and Water Regulation bylaws.
- c. A water meter is mandatory for this development and must be installed inside a building on the water service inlet as required by the City Plumbing Regulation and Water Regulation bylaws. The developer or building contractor must purchase the meter from the City at the time of application for a building permit from the Inspection Services Department, and prepare the meter setter at his cost

3. Sanitary Sewer

- a. The developer's consulting mechanical engineer will determine the development requirements of this proposed development and establish the service needs. Only one service will be permitted for this development. The applicant, at his cost, will arrange for the removal and disconnection of the existing services and the installation of one new larger service.

4. Drainage

- a. The developer must engage a consulting civil engineer to provide a storm water management plan for the site, which meets the requirements of the City Storm Water Management Policy and Design Manual. The storm water management plan must also include provision of lot grading plan, minimum basement elevation (MBE), if applicable, and provision of a storm drainage service for the development and / or recommendations for onsite drainage containment and disposal systems.
- b. Provide a detailed Stormwater Management Plan for this development as per the Subdivision, Development and Servicing Bylaw #7900.
- c. There is a possibility of a high water table or surcharging of storm drains during major storm events. This should be considered in the design of the onsite system.

5. Roads

- a. Richter street must be upgraded to an 2 lane arterial along the full frontage of this proposed development including curb and gutter, street lights, landscaped boulevard, separated sidewalk, drainage system including catch basins, and pavement removal and replacement up to centerline of Richter street, and re-location or adjustment of utility appurtenances if required to accommodate the upgrading construction. Road cross section to be used is a modified SS-R5 which can be supplied at detail design.
- b. Morrison Ave must be upgraded to an 2 lane collector along the full frontage of this proposed development including curb and gutter, street lights, landscaped boulevard, separated sidewalk, drainage system including catch basins, and pavement removal and replacement up to centerline of Richter street, and re-location or adjustment of utility appurtenances if required to accommodate the upgrading construction. Road cross section to be used is a modified SS-R5 which can be supplied at detail design.
- c. The laneway must be upgraded to a paved standard complete with a concrete driveway let down exiting onto Morrison Ave. Standards SS-R2 and SS-C7 are to be used in detail design.

6. Road Dedication and Subdivision Requirements

- a. Grant Statutory Rights of Way if required for utility services.
- b. If any road dedication affects lands encumbered by a Utility right-of-way (such as BC Hydro Gas, etc.) please obtain the approval of the utility prior to application for final subdivision approval. Any works required by the utility as a consequence of the road dedication must be incorporated in the construction drawings submitted to the City's Development Manager
- c. Vehicle access for the development must be from the north/south laneway.

- d. Provide 6m corner rounding at intersection of Richter Street and Morrison Ave.
- e. Provide curb extensions on Morrison Ave at the intersection of Morrison and Richter St.

7. Power and Telecommunication Services and Street Lights

- a. All proposed distribution and service connections are to be installed underground. Existing distribution and service connections, on that portion of a road immediately adjacent to the site, are to be relocated and installed underground.
- b. Streetlights must be installed on all roads.
- c. Make servicing applications to the respective Power and Telecommunication utility companies. The utility companies are required to obtain the City's approval before commencing construction.
- d. Remove existing poles and utilities, where necessary. Remove aerial trespass (es).

8. Design and Construction

- a. Design, construction supervision and inspection of all off-site civil works and site servicing must be performed by a Consulting Civil Engineer and all such work is subject to the approval of the City Engineer. Drawings must conform to City standards and requirements.
- b. Engineering drawing submissions are to be in accordance with the City's "Engineering Drawing Submission Requirements" Policy. Please note the number of sets and drawings required for submissions.
- c. Quality Control and Assurance Plans must be provided in accordance with the Subdivision, Development & Servicing Bylaw No. 7900 (refer to Part 5 and Schedule 3).
- d. A "Consulting Engineering Confirmation Letter" (City document 'C') must be completed prior to submission of any designs.
- e. Before any construction related to the requirements of this subdivision application commences, design drawings prepared by a professional engineer must be submitted to the City's Development Engineering Department. The design drawings must first be "Issued for Construction" by the City Engineer. On examination of design drawings, it may be determined that rights-of-way are required for current or future needs.

9. Servicing Agreements for Works and Services

- a. A Servicing Agreement is required for all works and services on City lands in accordance with the Subdivision, Development & Servicing Bylaw No. 7900. The applicant's Engineer, prior to preparation of Servicing Agreements, must provide adequate drawings and estimates for the required works. The Servicing Agreement must be in the form as described in Schedule 2 of the bylaw.
- b. Part 3, "Security for Works and Services", of the Bylaw, describes the Bonding and Insurance requirements of the Owner. The liability limit is not to be less than

\$5,000,000 and the City is to be named on the insurance policy as an additional insured

10. Geotechnical Study.

- a. Provide a geotechnical report prepared by a Professional Engineer competent in the field of hydro-geotechnical engineering to address the items below: **NOTE: The City is relying on the Geotechnical Engineer's report to prevent any damage to property and/or injury to persons from occurring as a result of problems with soil slippage or soil instability related to this proposed subdivision.**
 - i. The Geotechnical report must be submitted prior to submission of Engineering drawings or application for subdivision approval.
 - ii. Area ground water characteristics, including any springs and overland surface drainage courses traversing the property. Identify any monitoring required.
 - iii. Site suitability for development.
 - iv. Site soil characteristics (i.e. fill areas, sulphate content, unsuitable soils such as organic material, etc.).
 - v. Any special requirements for construction of roads, utilities and building structures.
 - vi. Recommendations for items that should be included in a Restrictive Covenant.
 - vii. Recommendations for roof drains, perimeter drains and septic tank effluent on the site.
 - viii. Any items required in other sections of this document.
 - ix. Additional geotechnical survey may be necessary for building foundations, etc

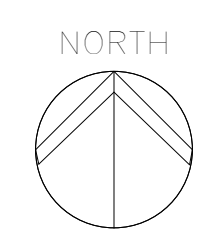
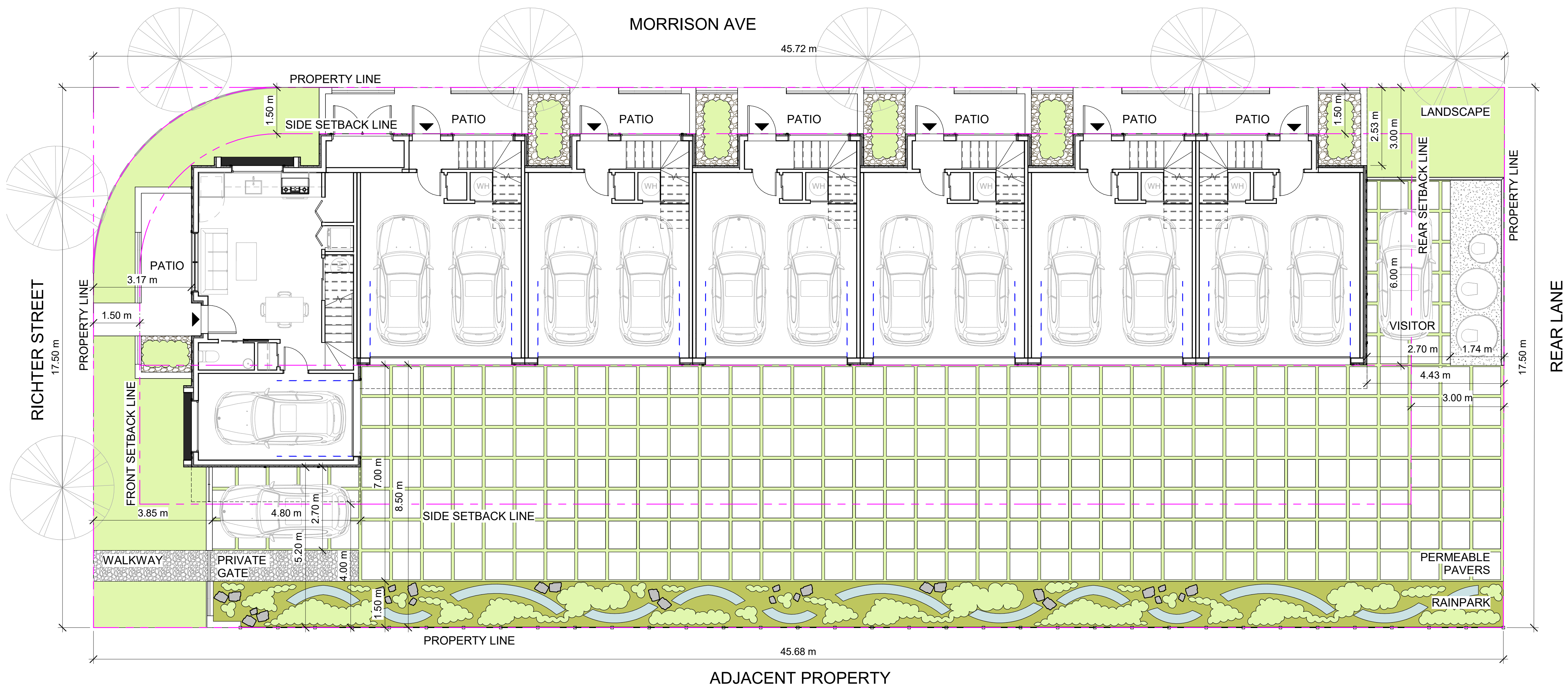
11. Charges and Fees

- a. Development Cost Charges (DCC's) are payable
- b. Fees per the "Development Application Fees Bylaw" include:
 - i. Street/Traffic Sign Fees: at cost if required (to be determined after design).
 - ii. Survey Monument, Replacement Fee: \$1,200.00 (GST exempt) – only if disturbed.
- c. Engineering and Inspection Fee: 3.5% of construction value (plus GST)


James Kay, P.Eng.

Development Engineering Manager
JA

| | | |
|--------------------------------|---------------|--|
| SCHEDULE | | A |
| This forms part of application | | |
| # Z18-0056 | | |
| Planner Initials | <div>KB</div> | <div><div>City of Kelowna <small>COMMUNITY PLANNING</small></div></div> |



ALL CONTRACTORS ARE REQUIRED TO PERFORM THEIR WORK AND SUPPLY THEIR PRODUCTS IN COMPLIANCE WITH ALL BUILDING CODES AND LAWS OF THE PROVINCE OF BRITISH COLUMBIA

This drawing is an instrument of service and the property of New Town Services. The use of this drawing shall be restricted to the original site for which it was prepared and publication thereof is expressly limited to such use.

This drawing must not be scaled

Verify all dimensions and datums prior to commencement of work.

Report all errors and omissions to the Architect.



Seal

| Revision | | |
|----------|----------|------------------|
| No | Date | Description |
| 1 | 18-05-10 | ISSUED FOR DP |
| 2 | 18-06-21 | RE-ISSUED FOR DP |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |

1 RICHTER SITE PLAN
A4.01 1 : 75

SCHEDULE

B

This forms part of application
Z18-0056

Planner Initials KB

City of Kelowna

COMMUNITY PLANNING

project title
RICHTER TOWNHOUSES

project address
2529 RICHTER STREET,
KELOWNA, BC

project no. 4055

file no.

drawing title
SITE PLAN

designed L.A. scale 1 : 75

drawn L.A.

checked K.F.

drawing no.

A2.00

plotted 7/20/2018 9:25:29 AM

NOT FOR CONSTRUCTION

CITY OF KELOWNA

BYLAW NO. 11655

Z18-0056

2529 Richter Street

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

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

1. THAT City of Kelowna Zoning Bylaw No. 8000 be amended by changing the zoning classification of Lot 9 District Lot 136 Osoyoos Division Yale District Plan 3506, located on Richter Street, Kelowna, BC from the RU6 – Two Dwelling Housing zone to the RM3 – Low Density Multiple Housing zone.
2. This bylaw shall come into full force and effect and is binding on all persons as and from the date of adoption.

Read a first time by the Municipal Council this

Considered at a Public Hearing on the

Read a second and third time by the Municipal Council this

Adopted by the Municipal Council of the City of Kelowna this

Mayor

City Clerk

REPORT TO COUNCIL



Date: August 13, 2018

RIM No. 1250-30

To: City Manager

From: Community Planning Department (KB)

| | | | |
|---------------------|------------------|-------------------|---|
| Application: | Z18-0074 | Owner: | Trevor James Taylor Lori-Lynn Taylor |
| Address: | 771 Barnaby Road | Applicant: | Westerkamp Design Inc. |

Subject: Rezoning Application

Existing OCP Designation: S2RES – Single / Two Unit Residential

Existing Zone: RU1 – Large Lot Housing

Proposed Zone: RU1c – Large Lot Housing with Carriage House

1.0 Recommendation

THAT Rezoning Application No. Z18-0074 to amend the City of Kelowna Zoning Bylaw No. 8000 by changing the zoning classification of Lot 2 District Lot 357 Similkameen Division Yale District Plan EPP73196, located at 771 Barnaby Road, Kelowna, BC from the RU1 – Large Lot Housing zone to the RU1c – Large Lot Housing with Carriage House zone, be considered by Council;

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

AND FURTHER THAT final adoption of the Rezoning 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 the RU1 – Large Lot Housing zone to the RU1c – Large Lot Housing with Carriage House zone to facilitate the development of a carriage house.

3.0 Community Planning

Community Planning Staff support the proposed rezoning application from RU1 – Large Lot Housing to RU1c – Large Lot Housing with Carriage House to facilitate the development of a carriage house. The Official Community Plan (OCP) Future Land Use designation of the subject property is S2RES – Single / Two Unit Residential, which supports this zoning change. The concept of the carriage house is aligned with

the OCP Policies of Compact Urban Form – increasing density where infrastructure already exists, and of Carriage Houses & Accessory Apartments. The property is connected to City sanitary sewer and within the Permanent Growth Boundary of the City.

The applicant has submitted preliminary drawings for a carriage house, and Staff are currently aware of one variance being requested, to vary the required front yard setback. Should the rezoning application be supported by Council, Staff would bring forward a Development Variance Permit application for Council consideration.

The applicant has confirmed the completion of public notification in accordance with Council Policy No. 367.

4.0 Proposal

4.1 Background

There was an existing single family dwelling on the subject property, which has been demolished. The property was rezoned and part of a subdivision process in 2016-2017. A Hazardous Condition Development Permit, for steep slopes on the property, was issued at the time of subdivision.

4.2 Project Description

The applicant has provided preliminary drawings for a new single family dwelling and carriage house. A conceptual site plan has been submitted, which shows one variance being requested for the siting of the carriage house. Should the rezoning be supported by Council, a Development Variance Permit would be required prior to a building permit for the carriage house being issued.

4.3 Site Context

The 2,189 m² subject property is located on the south side of Barnaby Road, in the City's Southwest Mission Sector. It is within the Permanent Growth Boundary and has a walk score of 3, which means almost all errands require a car.

Specifically, adjacent land uses are as follows:

| Orientation | Zoning | Land Use |
|--------------------|---|-----------------|
| North | RU6 – Two Dwelling Housing RR3 – Rural Residential 3 | Residential |
| East | RU1 – Large Lot Housing | Residential |
| South | RU1 - Large Lot Housing | Residential |
| West | RU6 – Two Dwelling Housing RU2 – Medium Lot Housing | Residential |

Subject Property Map: 771 Barnaby Road



5.0 Current Development Policies

5.1 Kelowna Official Community Plan (OCP)

Chapter 5 - Development Process

Policy 5.2.3 - Compact Urban Form. 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.

Policy 5.22.6 – Sensitive Infill. Encourage new development or redevelopment in existing residential areas to be sensitive to or reflect the character of the neighborhood with respect to building design, height and siting.

Policy 5.22.12 – Carriage Houses & Accessory Apartments. Support carriage houses and accessory apartments through appropriate zoning regulations.

6.0 Technical Comments

6.1 Development Engineering Department

See attached Attachment "A" - City of Kelowna Memorandum

7.0 Application Chronology

Date of Application Received: May 15, 2018
Date Public Consultation Completed: July 16, 2018

Report prepared by: Kimberly Brunet, Planner
Reviewed by: Dean Strachan, Suburban and Rural Planning Manager
Approved for Inclusion: Ryan Smith, Community Planning Department Manager

Attachments:

Schedule "A" – Design Rationale, Conceptual Site Plan, Floor Plan and Elevations
Attachment "A" – City of Kelowna Memorandum

| | | |
|--------------------------------|----|--|
| SCHEDULE | | A |
| This forms part of application | | |
| # Z18-0074 | | |
| Planner Initials | KB |  City of Kelowna <small>COMMUNITY PLANNING</small> |



WESTERKAMP DESIGN INC.
 #201 – 1690 Water Street
 KELOWNA, B.C. V1Y – 8T8
 (250) 878-7846
 bauhaus1@shaw.ca

771 Barnaby Road - Design Rationale

It is the intention of the property owners to re-zone the subject property from RU-1 Zoning to RU-1c Zoning in order to build a carriage house. The existing home is built close to the sloped hillside at the rear of the lot. The only suitable location for a carriage house, in regards to access, privacy and efficient use of the property is in the front yard.

The proposal is to reduce the front yard setback of 9.00m for a carriage house to 4.50m, the regular front yard setback for a principal building.

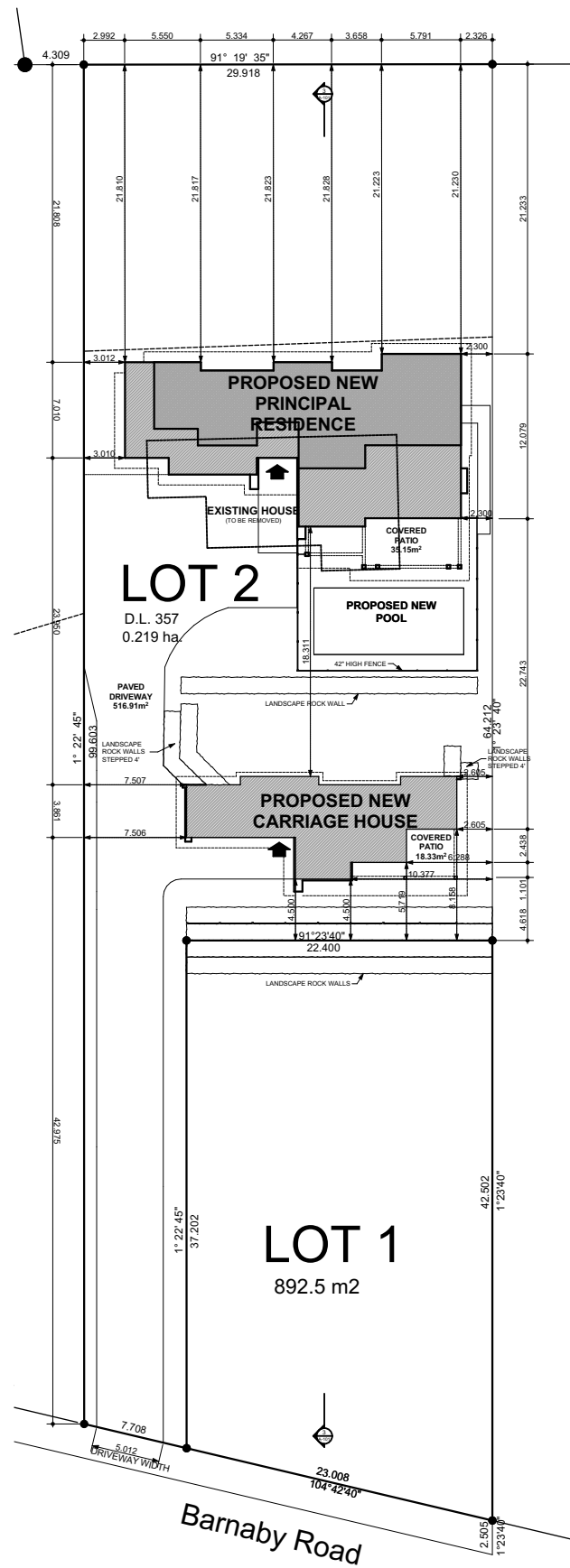
Due to the fact, that the property is a “panhandle” lot, the carriage house will not be directly exposed to the street, in fact it will hardly be visible with the neighbouring buildings in the front.

Street Appeal / Bulk

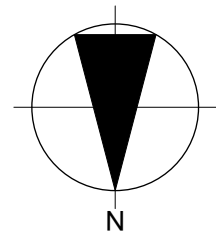
The proposed design of the carriage house is a single story structure which blends into the hillside, and will not have a negative visual impact on the street or the surrounding properties. The carriage house will not encroach on the privacy of the neighbouring lots.

Parking

Uncovered parking will be provided in the front of the carriage house.



Site Plan
SCALE: 1:500



771 BARNABY ROAD

LEGAL DESCRIPTION: LOT 2, PLAN 10457, D.L. 357, SDYD

PROPOSED ZONING: FROM RU1 - LARGE LOT HOUSING
TO RU1c - LARGE LOT HOUSING WITH CARRIAGE HOUSE

SITE DETAILS:

| | | |
|------------|------------------------|------------------------|
| LOT AREA: | 2192.35 m ² | 550m ² MIN. |
| LOT WIDTH: | 29.91 m | 16.5m MIN. |
| LOT DEPTH: | 100.50 m | 30.0m MIN. |

| | | |
|---|-----------------------|------------------------|
| FOOTPRINT AREA OF NEW PRINCIPAL DWELLING: | 233.90 m ² | |
| AREA OF DRIVEWAY & PARKING: | 88.00 m ² | |
| AREA OF COVERED PATIOS > 23m ² | 35.15 m ² | |
| FOOTPRINT AREA OF CARRIAGE HOUSE: | 99.96 m ² | 100m ² MAX. |

SITE COVERAGE (%):

| | | |
|-------------------------------|---------|----------|
| BUILDINGS: | 15.23 % | 40% MAX. |
| CARRIAGE HOUSE ONLY: | 4.56 % | 14% MAX. |
| BUILDINGS + DECK: | 19.24 % | 40% MAX. |
| BUILDINGS, DECKS & DRIVEWAYS: | 20.85 % | 50% MAX. |

DWELLING DETAILS:

| | | |
|---------------------|-----------------------|---|
| TOTAL FLOOR AREA: | 285.89 m ² | |
| GARAGE AREA: | 69.39 m ² | |
| HEIGHT OF BUILDING: | 6.676 m | 9.5m MAX. OR 2 1/2 STOREYS (WHICHEVER IS THE LESSER) |

SETBACKS (IN METRES):

| | | |
|------------------------------------|----------|-----------|
| FRONT (DIST. FROM CARRIAGE HOUSE): | 18.311 m | 3.0m MIN. |
| EAST SIDE: | 3.010 m | 2.3m MIN. |
| WEST SIDE: | 2.300 m | 2.3m MIN. |
| REAR: | 21.223 m | 7.5m MIN. |

CARRIAGE HOUSE DETAILS:

| | | |
|---------------------------------------|----------------------|------------------------|
| TOTAL FLOOR AREA: | 95.55 m ² | 100m ² MAX. |
| HEIGHT OF BUILDING: | 4.150 m | 4.8m MAX. |
| SETBACKS (IN METRES): | | |
| FRONT: | 4.500 m | 4.5m MIN. |
| SIDE (WEST): | 2.605 m | 2.0m MIN. |
| SIDE (EAST): | 7.506 m | 2.0m MIN. |
| REAR (DIST. FROM PRINCIPAL DWELLING): | 18.311 m | 3.0m MIN. |

| | | |
|---------------------------|-----------------------------------|--------|
| NUMBER OF PARKING STALLS: | 3 | 3 MIN. |
| SIZES OF PARKING STALLS: | 2 - 2.5 x 6.0m and 1 - 2.4 x 4.8m | |

SCHEDULE A

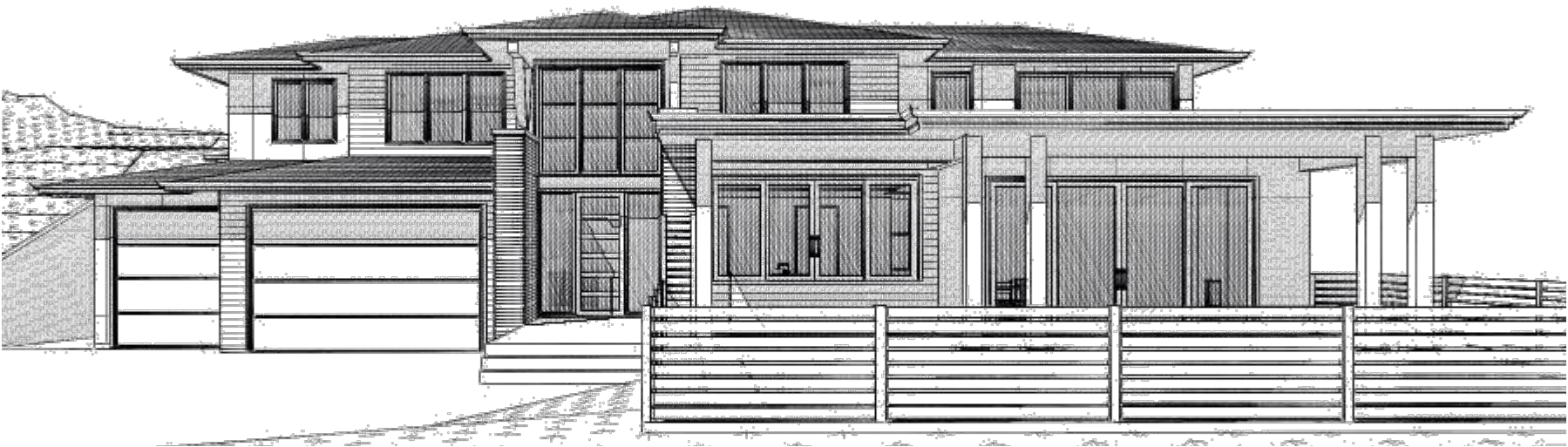
This forms part of application
Z18-0074

Planner
Initials KB



| | | | |
|------------|---------------------------------------|-------------------------|--|
| PROJECT : | | TAYLOR RESIDENCE | |
| TITLE : | | SITE PLAN AND SITE DATA | |
| CUSTOMER : | | | |
| CIVIC : | 771 BARNABY ROAD, KELOWNA, BC | | |
| LEGAL : | LOT 2, PLAN 10457, D.L. 357, S.D.Y.D. | | |
| REVISED : | | | |
| REVISED : | | | |
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| SCALE : | | DATE : | |
| AS SHOWN | | 6/25/2018 | |

DP-003



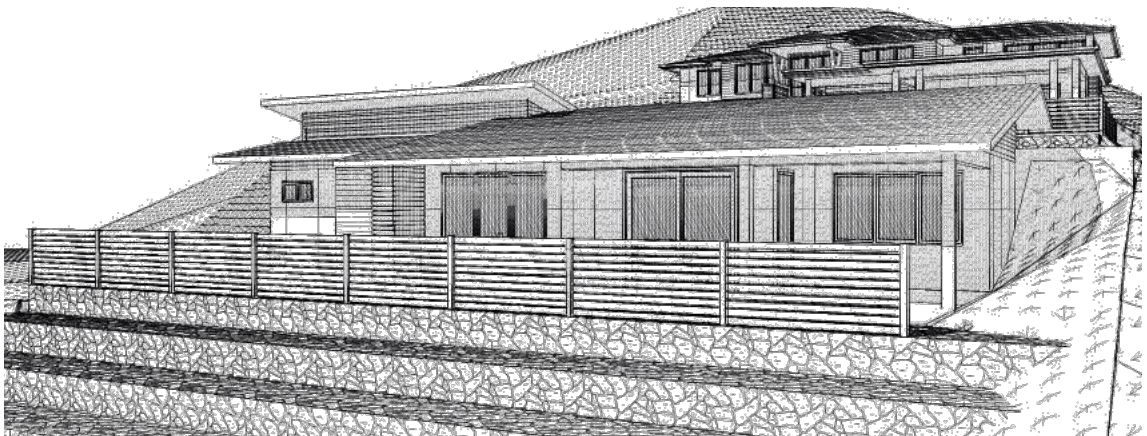
Principal Dwelling - Front View



Principal Dwelling - Front View from Left



Carriage House - Front View from Left



Carriage House - Front View from Right

PROJECT : TAYLOR RESIDENCE

TITLE : COVER PAGE

CUSTOMER :

CIVIC :

771 BARNABY ROAD, KELOWNA, BC

LEGAL :

LOT 2, PLAN 10457, D.L. 357, S.D.Y.D.

REVISED :

REVISED :

REVISED :

REVISED :

SCALE :

AS SHOWN

DATE :

5/10/2018

SHEET :

DP-001



View from North-East




View from North-West

SCHEDULE **A**

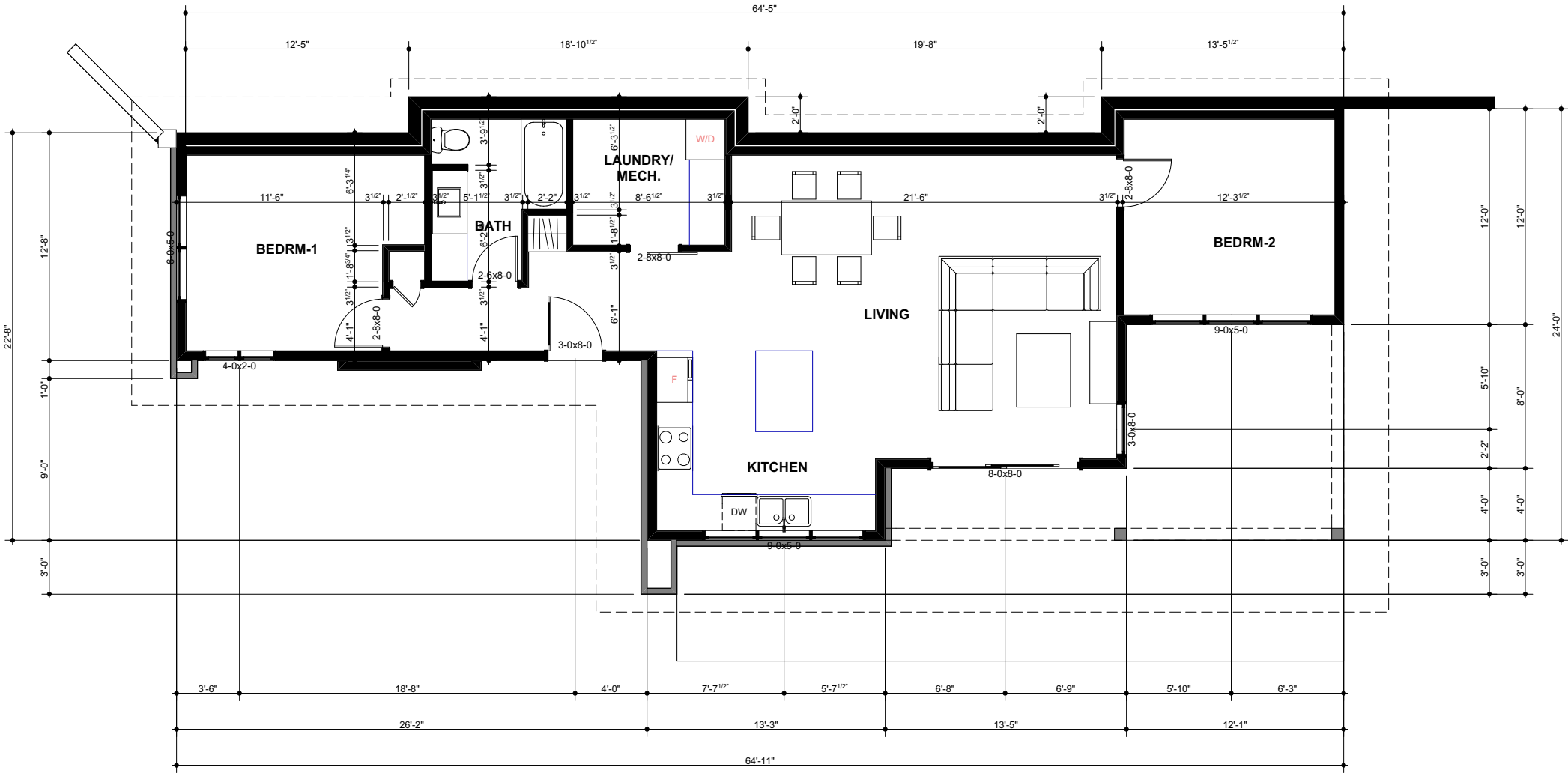
This forms part of application
Z18-0074

Planner Initials **KB**


City of
Kelowna
COMMUNITY PLANNING

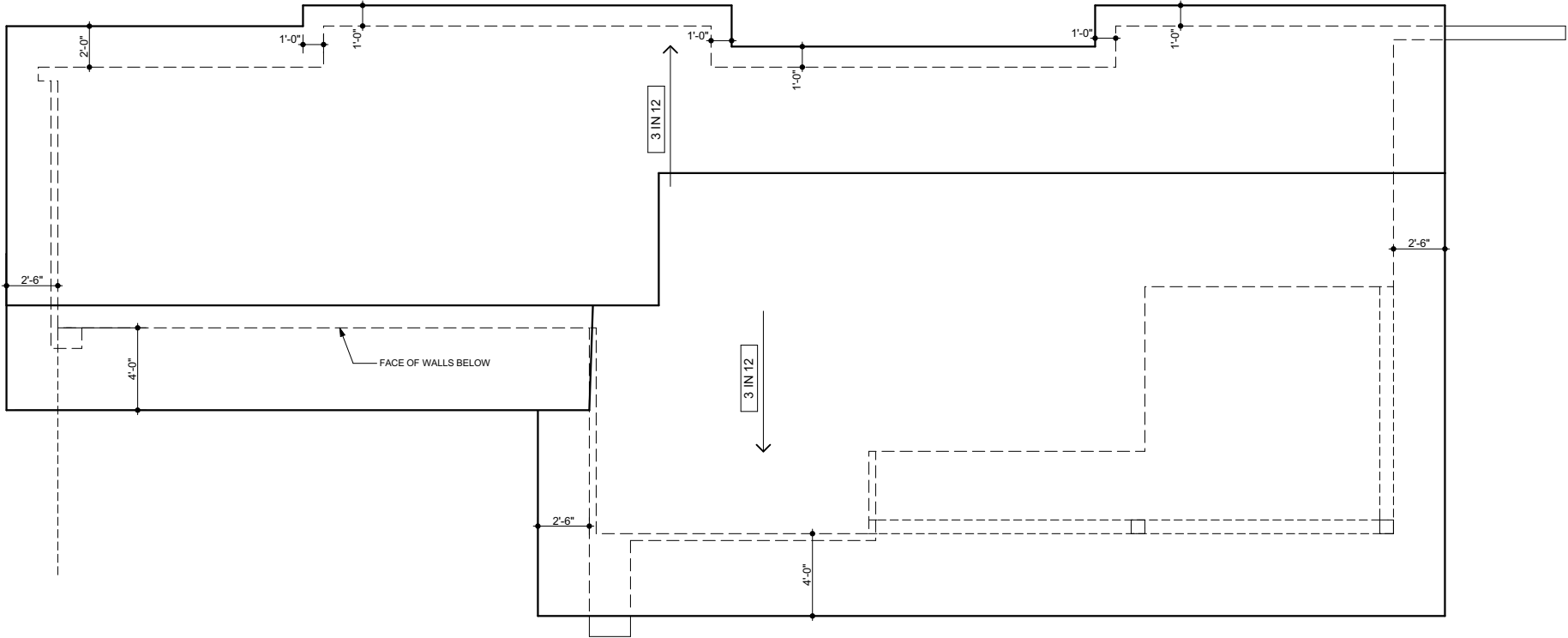
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|------------|--|-------------------------------|--|-----------|--|---------------------------------------|--|
| PROJECT : | | TAYLOR RESIDENCE | | TITLE : | | RENDERINGS | |
| CUSTOMER : | | CIVIC : | | | | LEGAL : | |
| | | 771 BARNABY ROAD, KELOWNA, BC | | | | LOT 2, PLAN 10457, D.L. 357, S.D.Y.D. | |
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DP-002



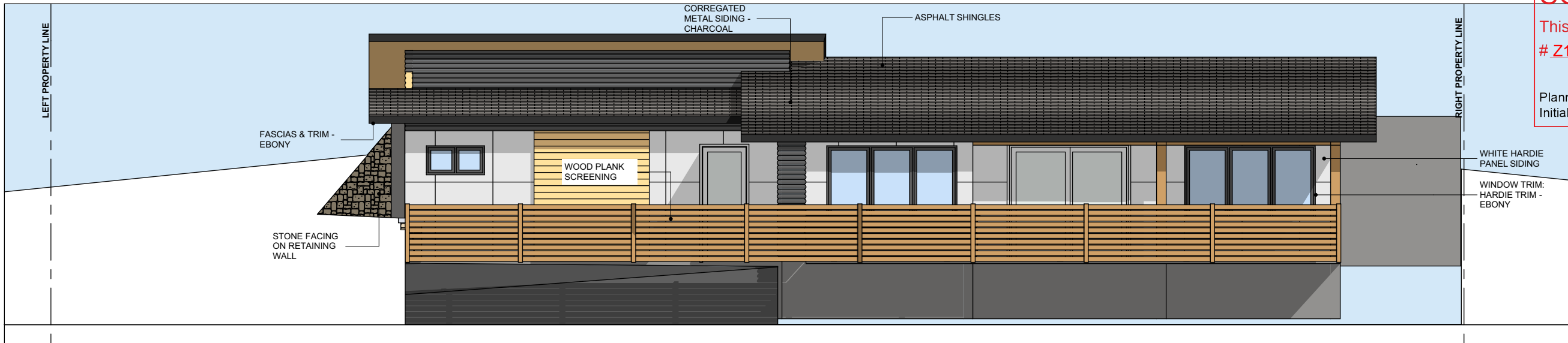
Floor Plan - Carriage House
SCALE: 1/8" = 1'-0"

| | | | |
|------------|---------------------------------------|-----------------------------|--|
| PROJECT : | | TAYLOR RESIDENCE | |
| TITLE : | | FLOOR PLAN - CARRIAGE HOUSE | |
| CUSTOMER : | 771 BARNABY ROAD, KELOWNA, BC | | |
| | | | |
| | | | |
| LEGAL : | LOT 2, PLAN 10457, D.L. 357, S.D.Y.D. | | |
| REVISED : | | | |
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| AS SHOWN | | 5/10/2018 | |
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| DP-008 | | | |



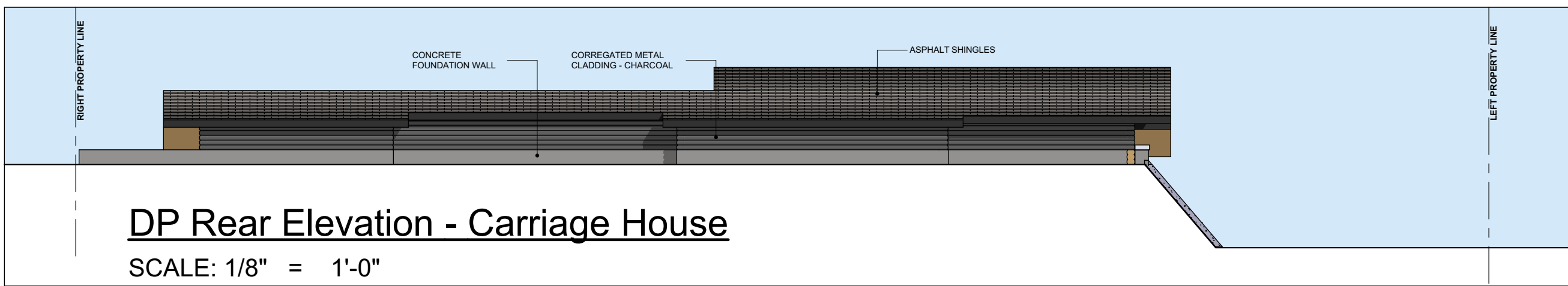
Roof Plan - Carriage House
SCALE: 1/8" = 1'-0"

| | | | |
|------------|---------------------------------------|----------------------------|--|
| PROJECT : | | TAYLOR RESIDENCE | |
| TITLE : | | ROOF PLAN - CARRIAGE HOUSE | |
| CUSTOMER : | | | |
| CIVIC : | 771 BARNABY ROAD, KELOWNA, BC | | |
| LEGAL : | LOT 2, PLAN 10457, D.L. 357, S.D.Y.D. | | |
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| AS SHOWN | | 5/10/2018 | |



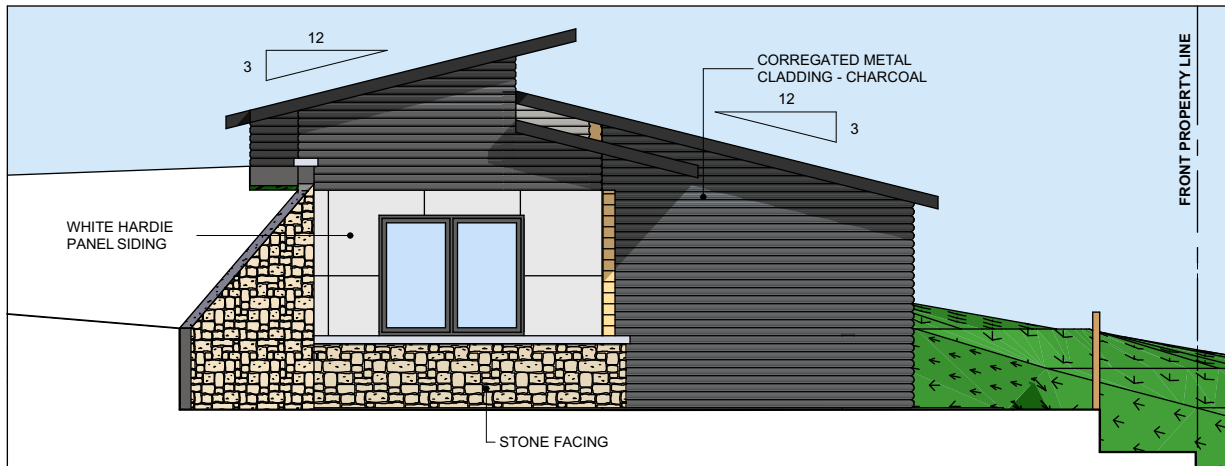
DP Front Elevation - Carriage House

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



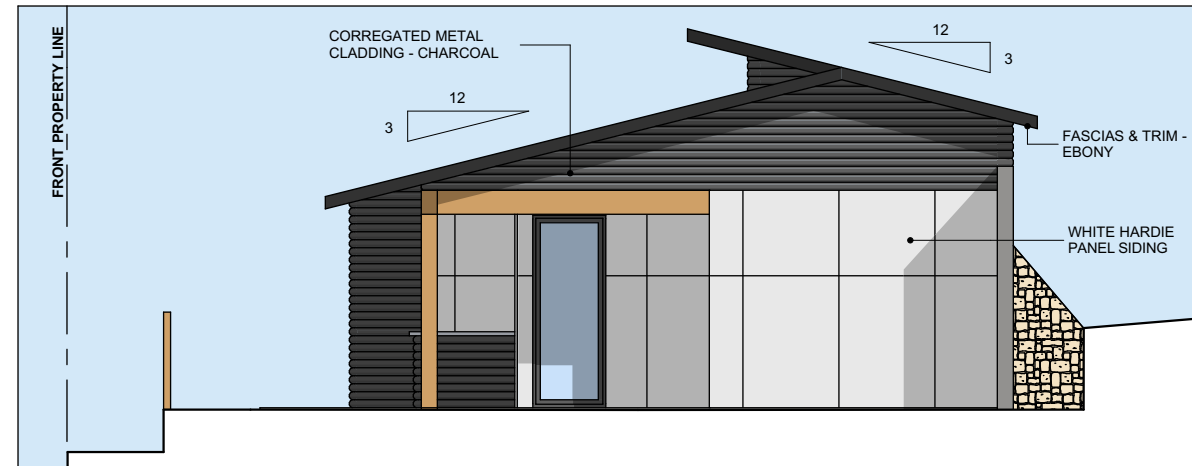
DP Rear Elevation - Carriage House

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



DP Left Elevation - Carriage House

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



DP Right Elevation - Carriage House

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

| | |
|-----------|-----------------------------|
| PROJECT : | TAYLOR RESIDENCE |
| TITLE : | ELEVATIONS - CARRIAGE HOUSE |

| | | |
|------------|-------------------------------|---------------------------------------|
| CUSTOMER : | CIVIC : | LEGAL : |
| | 771 BARNABY ROAD, KELOWNA, BC | LOT 2, PLAN 10457, D.L. 357, S.D.Y.D. |

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| SCALE : | DATE : |
| AS SHOWN | 5/10/2018 |

| | |
|---------|--------|
| SHEET : | DP-012 |
|---------|--------|

SCHEDULE

A

This forms part of application

Z18-0074

Planner Initials

KB



City of
Kelowna
COMMUNITY PLANNING



WESTERKAMP DESIGN INC.
#201 – 1690 Water Street
KELOWNA, B.C. V1Y – 8T8
(250) 878-7846
bauhaus1@shaw.ca

771 BARNABY ROAD – EXISTING PROPERTY PICTURES



SCHEDULE A

This forms part of application
Z18-0074

Planner
Initials

KB

City of
Kelowna
COMMUNITY PLANNING



WESTERKAMP DESIGN INC.
#201 – 1690 Water Street
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(250) 878-7846
bauhaus1@shaw.ca



CITY OF KELOWNA

MEMORANDUM

Date: July 25, 2018
File No.: Z18-0074

To: Land Use Management Department (TB)

From: Development Engineering Manager

Subject: 771 Barnaby Rd Lot 2 Plan EPP73196 RU1c Carriage House

Development Engineering has the following requirements associated with this application.

1. Domestic Water and Sanitary Sewer

This property is currently serviced with a new 19mm-diameter water service. The service will be adequate for this application. One metered water service will supply both the main residence and the Carriage House.

2. Sanitary Sewer


Our records indicate that this property is currently serviced with a 100mm-diameter sanitary sewer service complete with inspection chamber (IC). No service upgrades are required for this application.

3. 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.

4. Access and Parking Requirements

The proposed parking module location for the Carriage House must meet bylaw requirements.



James Kay, P. Eng.
Development Engineering Manager
JF/jf

CITY OF KELOWNA
BYLAW NO. 1166o
Z18-0074 – 771 Barnaby Road

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

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

1. THAT City of Kelowna Zoning Bylaw No. 8000 be amended by changing the zoning classification of Lot 2, District Lot 357, SDYD, Plan EPP73196 located on Barnaby Road, Kelowna, B.C., from the RU1 – Large Lot Housing zone to the RU1c – Large Lot Housing with Carriage House zone.
2. This bylaw shall come into full force and effect and is binding on all persons as and from the date of adoption.

Read a first time by the Municipal Council this

Considered at a Public Hearing on the

Read a second and third time by the Municipal Council this

Adopted by the Municipal Council of the City of Kelowna this

Mayor

City Clerk

REPORT TO COUNCIL



Date: July 30, 2018

RIM No. 1250-20

To: City Manager

From: Community Planning Department (BBC)

Application: Z18-0064

Owner: Aspen Point Construction Ltd.,
Inc. No. BC0922170

Address: 477-2 Curlew Drive

Applicant: Chris King

Subject: Rezoning Application

Existing OCP Designation: S2RES - Single / Two Unit Residential

Existing Zone: CD2 – Kettle Valley

Proposed Zone: RU2 – Medium Lot Housing

1.0 Recommendation

THAT Rezoning Application No. Z18-0064 to amend the City of Kelowna Zoning Bylaw No. 8000 by changing the zoning classification of Lot A, Sections 23 and 24, Township 28, Similkameen Division Yale District, Plan KAP57684, Except Plans KAP57685, KAP60948, KAP60950, KAP61235, KAP62639, KAP67007, KAP68747, KAP72416, and KAP 85435, located at 477-2 Curlew Drive, Kelowna, BC from the CD2 – Kettle Valley zone to the RU2 – Medium Lot Housing zone as shown on Attachment "A" attached to the Report from Community Planning Department dated February 2018, be considered by Council;

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

2.0 Purpose

To rezone the subject property from CD2 – Kettle Valley to RU2 – Medium Lot Housing, to facilitate the development of a single family dwelling.

3.0 Community Planning

Community Planning supports the proposed rezoning of the subject property from CD2 – Kettle Valley to RU2 – Medium Lot Housing, to facilitate the development of a single family dwelling.

The property is located within the Permanent Growth Boundary in Southwest Mission neighbourhood of Kelowna. The application to rezone the parcel to RU2 – Medium Lot Housing to construct a single family dwelling is in line with the OCP Future Land Use Designation of S2RES – Single / Two Unit Residential. The property is in close proximity to transit, parks, and schools. It is therefore consistent with the Compact

Urban Growth and Sensitive Infill Housing OCP Land Use Policies. These policies state that growth should occur in areas that are already serviced and have access to transit, and that growth should be designed to be sensitive to the existing character of the neighbourhood.

To fulfil Council Policy No. 367, the applicant submitted a Neighbour Consultation Summary Form to staff on July 24, 2018, outlining that the neighbours within 50 m of the subject property were notified.

4.0 Proposal

4.1 Background

The current zoning of the lot, CD2 – Kettle Valley, is a remnant from the residential development located immediately to the south of the subject property. A pedestrian walkway runs parallel to the lot along the eastern side of the property, and will be preserved during and following completion of development.

4.2 Project Description

The subject property currently is vacant. The small, narrow lot is unusual for this area, and the proposed rezoning from CD2 – Kettle Valley zone to RU2 – Medium Lot Housing zone would facilitate the development of a single family dwelling on the subject property. The proposed rezoning meets all of the zoning regulations and the conceptual development plan does not require any variances.

A portion of a City of Kelowna parcel located adjacent to the north of the subject property is being sold to the owner for lot consolidation under a separate subdivision application.

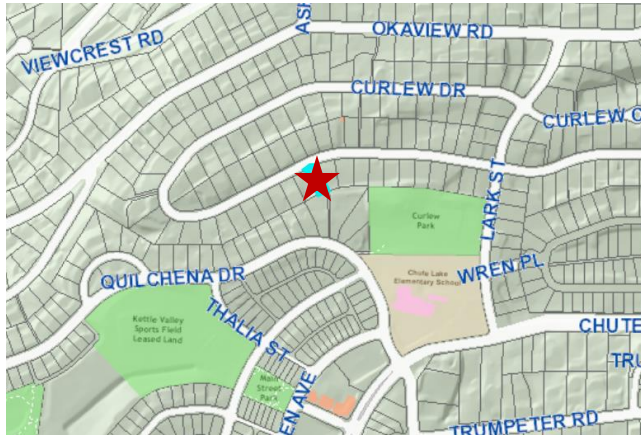
4.3 Site Context

The subject property is located on Curlew Drive, west of Lark Street and is approximately 300 meters north of Chute Lake Road within the Southwest Mission neighbourhood. The area is characterized primarily by single family dwellings, with Chute Lake Elementary School and Curlew Park, and a large park area located to the southeast and southwest of the subject property.

Adjacent land uses are as follows:

| Orientation | Zoning | Land Use |
|-------------|---|--------------------------------|
| North | RR3 - Rural Residential | Residential |
| East | RR3 - Rural Residential P3 – Major Institutional | Residential School and Park |
| South | CD2 – Kettle Valley RR1 – Rural Residential | Residential |
| West | RR3 - Rural Residential RR1 – Rural Residential | Residential |

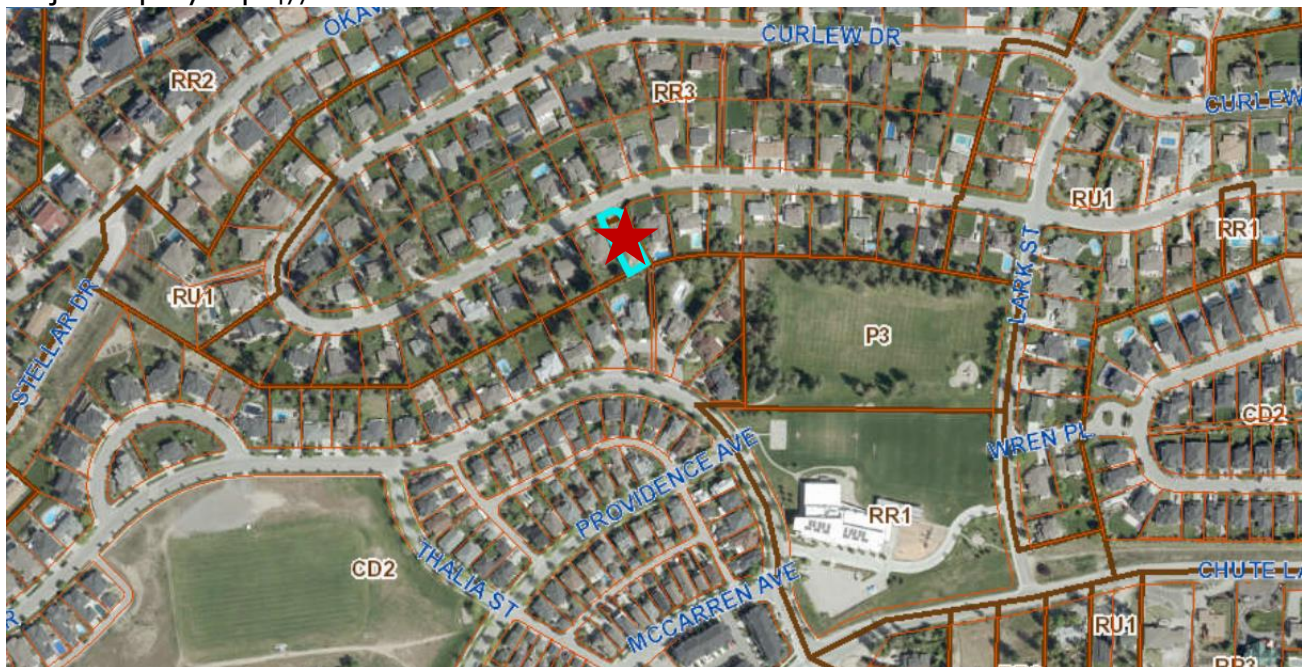
Site Context Map



Future Land Use Map



Subject Property Map: 477 - 2 Curlew Drive



5.0 Current Development Policies

5.1 Kelowna Official Community Plan (OCP)

Development Process

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

¹ City of Kelowna Official Community Plan, Policy 5.3.2 (Development Process Chapter).

Sensitive Infill.² 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.

6.0 Technical Comments

6.1 Building & Permitting Department

- No comment

6.2 Development Engineering Department

- Please see attached Development Engineering Memorandum (Attachment B) dated June 13, 2018.

7.0 Application Chronology

Date of Application Received: April 18, 2018

Date Public Consultation Completed: July 24, 2018

Report prepared by: Barbara B. Crawford, Planner

Reviewed by: Dean Strachan, Suburban and Rural Planning Manager

Approved for Inclusion: Ryan Smith, Community Planning Department Manager

Attachments:

Attachment A – Rational Letter, Site Plan and Proposed Development Plan

Attachment B – Development Engineering Memorandum

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

April 5, 2018

City of Kelowna
Community Planning
1435 Water Street
Kelowna, B.C. V1Y 1J4

Re: Development Proposal Statement _____

Dear Planner,

I'll start by first saying this is a unique lot. I recently purchased lot 2 – 477 Curlew Drive with the intention of building a new single family home on the property. Upon plenty of research and discussions with the City of Kelowna, I discovered that this lot is currently zoned CD2, but does not fall in the area map of the CD2 zone. Therefore, this small piece of property does not technically have a current zoning.

On April 4, 2018, I was informed by Ryan Smith, with the City of Kelowna, that I would need to apply for rezoning. After a couple short conversations with both Ryan and Kim in the planning department, we agreed to apply for a new RU2 zone, based upon the narrow size of the property.

I would like to use the proposed RU2 zone versus the RU1 zoning, as it has smaller side yard setbacks, which allows me to place a 1.0m wider home on this narrow lot. Being the existing neighborhood is older with large lots, and for the most part wide ranch style homes, I feel the wider I can get my home, the better it will suit the current neighborhood. I also have a 2.0m wide pedestrian path located on the east side of my property, between my lot and the neighbors.

If you have any further questions or concerns, please contact me directly at (250) 863-8540.

Sincerely,



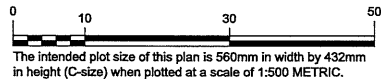
Chris King
Aspen Point Construction Ltd.

REFERENCE PLAN OF CONSOLIDATION OF LOT A,
SECTIONS 23 AND 24, TOWNSHIP 28, SDYD, PLAN KAP57684,
EXCEPT PLANS KAP57685, KAP60948, KAP60950, KAP61235,
KAP62639, KAP67007, KAP68747, KAP72416 AND KAP85435,
AND OF PARCEL 'A' OF CLOSED ROAD SHOWN ON PLAN
EPP80408, SECTION 23, TOWNSHIP 28, SDYD.

PURSUANT TO SECTION 100(1)(b) OF THE LAND TITLE ACT.

BCGS 82E.073

SCALE 1:500 METRIC



LEGEND

- Denotes Standard Iron Post Found
- Denotes Control Monument Found

Distances shown are horizontal, ground-level distances, in metres and decimals thereof.

Integrated Survey Area No. 4, City of Kelowna,
NAD83(CSRS) 4.0.0.BC.1.

Grid bearings are derived from GNSS dual frequency ties to geodetic control monuments 02H2371 and 02H2386 and are referred to the central meridian of UTM Zone 11.

The UTM coordinates and estimated horizontal positional accuracy are derived from the MASCOT published coordinates and standard deviations for geodetic control monuments 02H2371 and 02H2386.

This plan shows horizontal ground-level distances unless otherwise specified. To compute grid distances, multiply ground-level distances by the average combined factor of 0.99992808. The average combined factor has been determined based on an ellipsoidal elevation of 469 metres.

02H2386
Datum: NAD83(CSRS) 4.0.0.BC.1 - UTM Zone 11
Northing: 5518812.899
Easting: 318316.514
Point Combined Factor: 0.9999366
Estimated Horizontal Positional Accuracy: 0.02

P R E L I M I N A R Y

DA Goddard Surveys
103-1358 St. Paul Street, Kelowna BC
File: 418022-SD

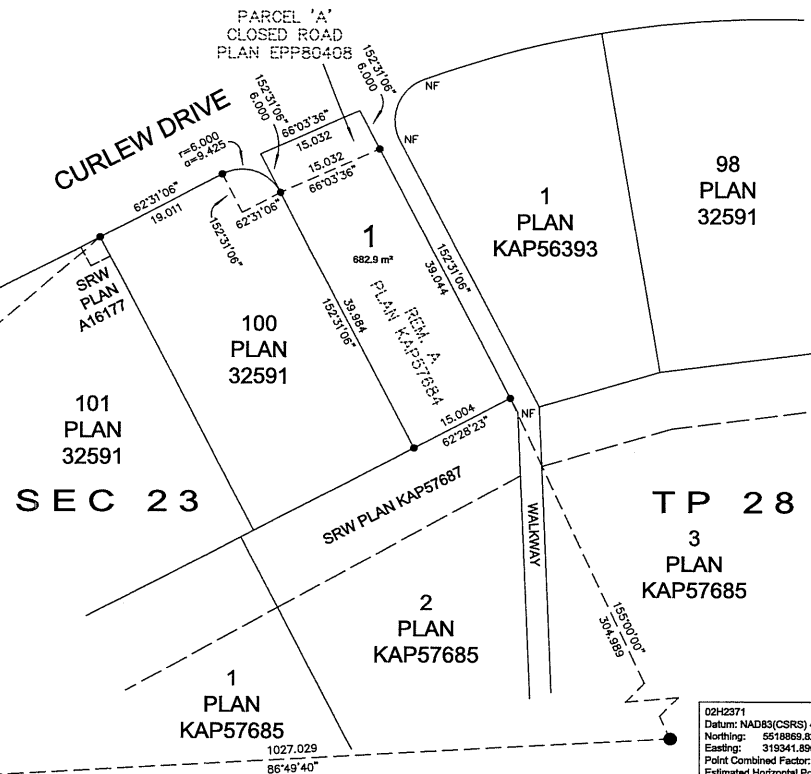
PLAN EPP80409

ATTACHMENT **A**

This forms part of application

Z18-0064

Planner Initials **BC**



02H2371
Datum: NAD83(CSRS) 4.0.0.BC.1 - UTM Zone 11
Northing: 5518869.828
Easting: 319341.896
Point Combined Factor: 0.9999255
Estimated Horizontal Positional Accuracy: 0.02

This plan lies within the Regional District of Central Okanagan.

The field survey represented by this plan was completed on the ** day of February, 2018.

Mark A. Cahill, BCLS #812

ATTACHMENT A

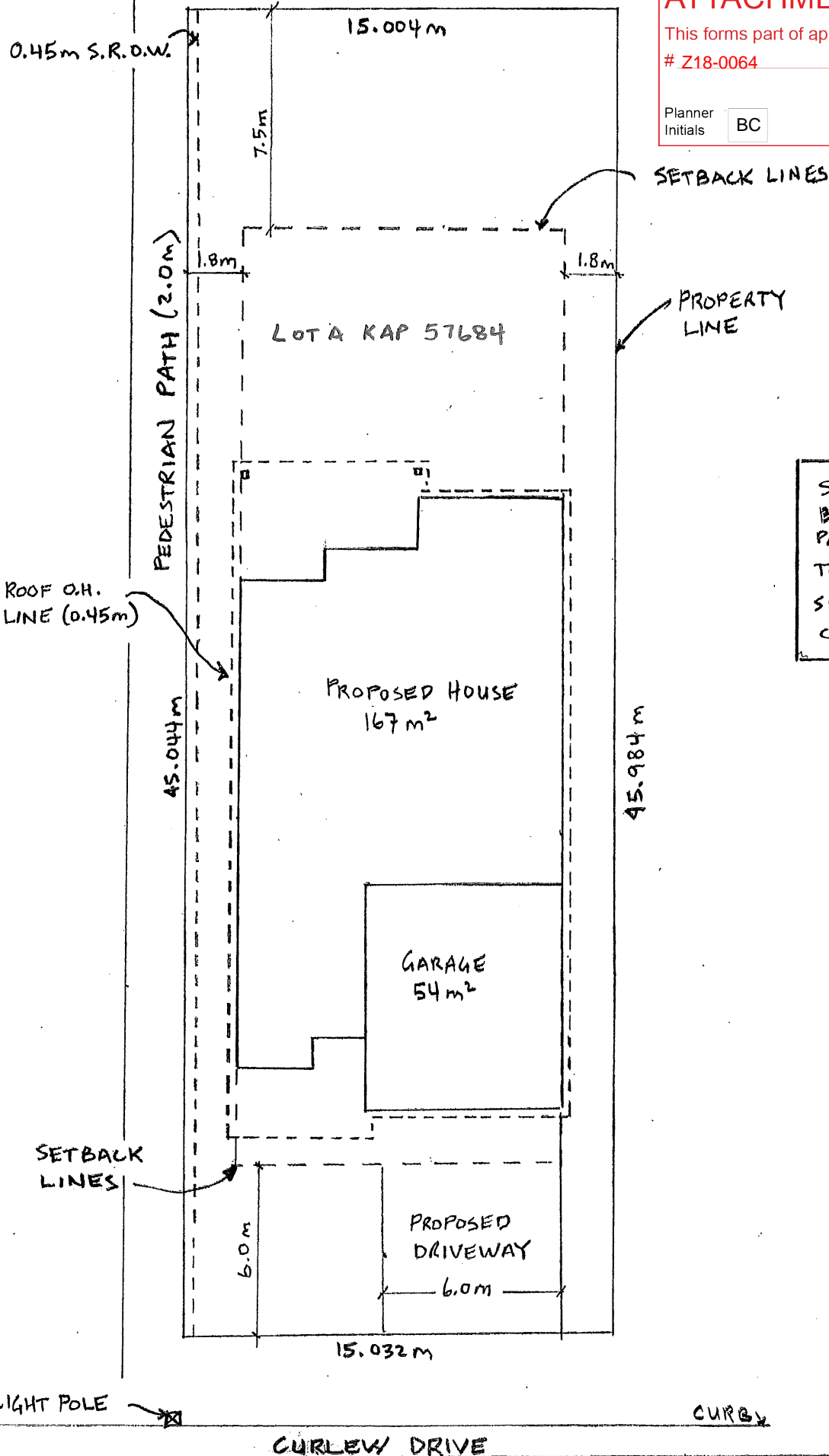
This forms part of application

Z18-0064

Planner
Initials

BC

City of
Kelowna
COMMUNITY PLANNING



SITE COVERAGE:

| | |
|---------------|----------------------|
| BUILDING AREA | - 222 m ² |
| PATIO AREA | - 14 m ² |
| TOTAL | - 236 m ² |
| SITE AREA | - 690 m ² |
| COVERAGE | - 34.2% |

SCALE 1:200

ASPEN POINT
CONSTRUCTION.
PO BOX 29210 OKM
KELOWNA, B.C.

#2-477 CURLEW DR.
KELOWNA, B.C.
LOT "A" PLAN
KAP 57684

CITY OF KELOWNA
MEMORANDUM

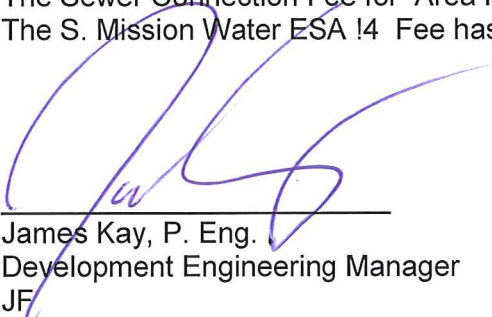
| | | |
|---|-----------|---|
| ATTACHMENT | | B |
| This forms part of application # Z18-0064 | | |
| Planner Initials | BC |  City of Kelowna <small>COMMUNITY PLANNING</small> |

Date: June 13, 2018
File No.: Z18-0064
To: Land Use Management (BC)
From: Development Engineering Manager (JK)
Subject: 2 – 477 Curlew Drive Lot A Plan 57684

The Development Engineering comments and requirements regarding this application to rezone from CD2 to RU2 Medium lot Housing are as follows:

The property owner of Lot A Plan 57694 has made arrangements with the City for the installation of one 19mm water service and one 100mm sanitary service.
A 3rd Party Work Order agreement is in place.

The Sewer Connection Fee for Area No. 28 has been paid.
The S. Mission Water ESA !4 Fee has also been paid.



James Kay, P. Eng.
Development Engineering Manager
JK

CITY OF KELOWNA
BYLAW NO. 11661
Z18-0064 – 2 477 Curlew Drive

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 A, Section 23 and 24, Township 28, SDYD, Plan KAP57684, Except Plans KAP57685, KAP60948, KAP60950, KAP61235, KAP62639, KAP 67007, KAP68747, KAP72416, and KAP85435 located on Curlew Drive, Kelowna, B.C., from the CD2 – Kettle Valley zone to the RU2 – Medium Lot Housing zone.
2. This bylaw shall come into full force and effect and is binding on all persons as and from the date of adoption.

Read a first time by the Municipal Council this

Considered at a Public Hearing on the

Read a second and third time by the Municipal Council this

Adopted by the Municipal Council of the City of Kelowna this

Mayor

City Clerk

REPORT TO COUNCIL



Date: August 13, 2018

RIM No. 1250-30

To: City Manager

From: Community Planning Department (LK)

Application: OCP18-0011, Z18-0055 **Owner:** Interior Health Authority

Address: 2251-2312 Pandosy St **Applicant:** Meiklejohn Architects

Subject: Official Community Plan Amendment & Rezoning Application

Existing OCP Designation: EDINST – Educational/ Major Institutional

Proposed OCP Designation: HLTH – Health District

Existing Zone: HD1 – Kelowna General Hospital

Proposed Zone: HD2 – Hospital and Health Support Services

1.0 Recommendation

THAT Official Community Plan Map Amendment Application No. OCP18-0011 to amend Map 4.1 in the Kelowna 2030 – Official Community Plan Bylaw No. 10500 by changing the Future Land Use designation of portions of Lot A District Lot 14 ODYD Plan EPP34913 Except Plan EPP53192, located at 2251-2312 Pandosy Street, Kelowna, BC from the EDINST – Educational/Major Institutional designation to the HLTH – Health District designation, as shown on Map "A" attached to the Report from the Community Planning Department dated August 13, 2018, be considered by Council;

AND THAT Council considers the Public Information Session public process to be appropriate consultation for the *Purpose* of Section 879 of the *Local Government Act*, as outlined in the Report from the Community Planning Department dated August 13, 2018;

THAT Rezoning Application No. Z18-0055 to amend the City of Kelowna Zoning Bylaw No. 8000 by changing the zoning classification of portions of Lot A District Lot 14 ODYD Plan EPP34913 Except Plan EPP53192, located at 2251-2312 Pandosy Street, Kelowna, BC from the HD1 – Kelowna General Hospital zone to the HD2 – Hospital and Health Support Services zone as shown on Map "B" attached to the Report from the Community Planning Department dated August 13, 2018, be considered by Council;

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

AND THAT final adoption of the Official Community Plan Map Amending Bylaw and the Rezoning Bylaw be considered subsequent to the outstanding conditions of approval as set out in Schedule "A" attached to the Report from the Community Planning Department dated May 30, 2018.

AND THAT final adoption of the Rezoning Bylaw be considered subsequent to the issuance of a Preliminary Layout Review Letter by the Approving Officer;

AND FURTHER THAT final adoption of the Rezoning Bylaw be considered in conjunction with Council's consideration of a Heritage Alteration Permit for the subject property.

2.0 Purpose

To amend the Official Community Plan to change the Future Land Use designation and to rezone a portion of the subject property to facilitate the development of congregate housing.

3.0 Community Planning

Community Planning Staff are supportive of the proposed Official Community Plan (OCP) Amendment and Rezoning application to facilitate the development of congregate housing. The subject development site is currently part of the larger Kelowna General Hospital (KGH) parcel and will be subdivided to create a stand-alone parcel at the corner of Abbott Street and Royal Avenue. The parcel is situated on the Abbott Street multi-use corridor and has a Walk Score of 50 (Somewhat Walkable – Some errands can be accomplished on foot) and a Transit Score of 39 with a few nearby public transit options in the area. The area is centrally located between the City Centre, South Padosy and Capri/Landmark Urban Centres. The proximity to these Urban Centres provides nearby amenities including parks, restaurants, shops and recreational opportunities in the immediate area.

The applicant is requesting an Official Community Plan amendment to a portion of the KGH site from EDINST – Educational/ Major Institutional to HLTH – Health District and rezoning from HD1 – Kelowna General Hospital zone to the HD2 – Hospital and Health Support Services zone. The proposal is for the construction of a two-storey congregate housing project known as JoeAnna's House. The project would provide twenty hotel-style rooms to provide accommodation for family's that have members being treated at KGH. It is intended to fill a gap for families who are unable to find affordable accommodation within Kelowna. The Kelowna General Hospital Foundation (KGHF) will manage the site.

To fulfill Council Policy No. 367 for 'OCP Minor' and 'Zoning Major' applications, the applicant held a public information session on June 25, 2018 at the Centennial Building at KGH (2268 Padosy Street – Room 1346) from 4 -6pm. The session was advertised as follows:

- The Kelowna Daily Courier and the Capital News (on both June 8 and June 15 editions);
- 114 notices were hand delivered to all property owners within 50 m of the subject site;
- Two development notice signs were erected at the project site (Abbott St and Royal Ave).

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

4.0 Proposal

4.1 Background

The subject property is part of the larger Kelowna General Hospital site. The application process will include a subdivision application to create a standalone parcel. The property is currently utilized as a surface parking lot. Previously, the site consisted of three separate parcels, two of which are within the Heritage Conservation Area.

4.2 Project Description

Upon entering the building, guest will be greeted at a central reception area. The main floor provides a common kitchen, dining and living room area. Guest amenities include laundry facilities and an exercise room, along with an at-grade outdoor seating space provided along the Abbott Street frontage to take advantage of the views and evening sunsets. There are 3 guest suites on the main floor with the remaining 17 units on the upper floor.

The site is situated within the Abbott Street Heritage Conservation Area. The Heritage Advisory Committee (HAC) will review the Heritage Alteration Permit application in relation to the heritage aspects and provide feedback to Staff. Should Council support the OCP Amendment and Rezoning applications, the HAP would come before Council for consideration.

4.3 Parking Consideration

While the JoeAnna's House project is greatly needed, IHA also recognizes the growing need for parking to service the Kelowna General Hospital. The KGH site meets the current Zoning Bylaw minimum requirements for parking. It is understood that the parking demand is much greater. With the loss of 62 parking stalls on the subject project site, KGH currently has applications in process with Staff to add a surface parking area at an alternate location on Speer Street. This will see the addition of 90 parking stalls. IHA is working with Staff on a long-term plan to address the parking needs of the overall KGH site.



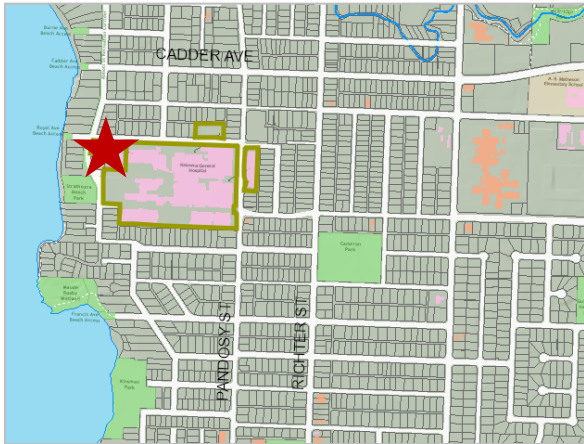
4.4 Site Context

The subject property is located at the corner of Abbot Street and Royal Avenue, within the Heritage Conservation Area. The Strathcona Building is to the south and the Rotary Lodge to the east. Strathcona Park is across the street to the southwest.

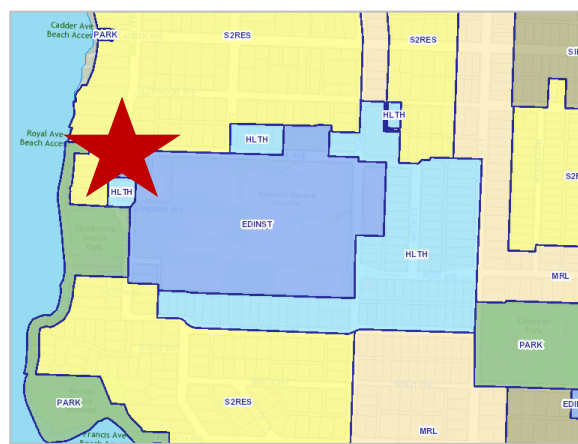
Specifically, adjacent land uses are as follows:

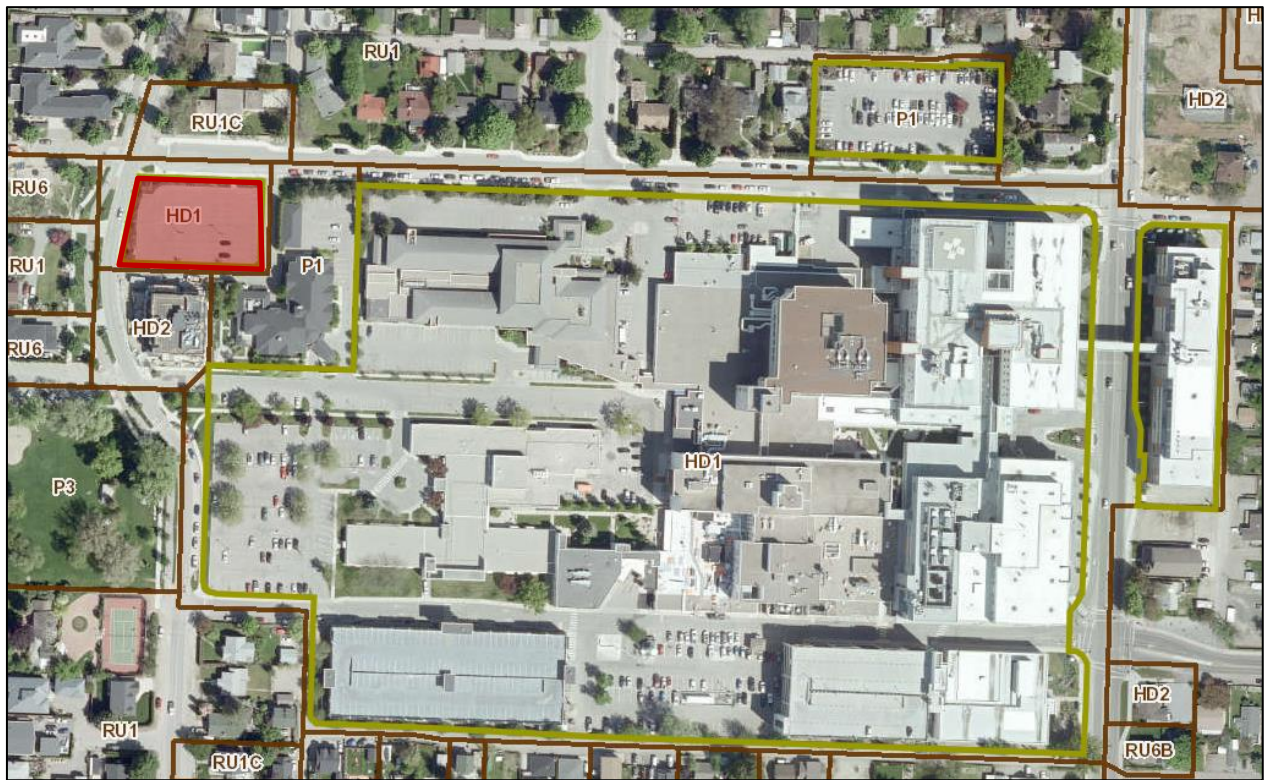
| Orientation | Zoning | Land Use |
|-------------|---|---|
| North | RU1c – Large Lot housing with Carriage House RU1 – Large Lot Housing | Single Dwelling Housing, Carriage House |
| East | P1 – Major Institutional | Health Services (Strathcona Lodge) |
| South | HD2 – Hospital and Health Support Services | Health Services, Food Primary Establishment |
| West | RU1 – Large Lot Housing RU6 – Two Dwelling Housing | Single and Two Dwelling Housing |

Context Map:



Future Land Use:



Subject Property Map: 2251-2312 Pandosy Street**5.0 Current Development Policies****5.1 Kelowna Official Community Plan (OCP)****Development Process**

Health Care Facilities.¹ Support the extension of services and appropriate building expansions of the Kelowna General Hospital and other health care facilities, as provided for on the Generalized Future Land Use Map 4.1. The form and character of future expansions should be compatible with the surrounding neighbourhood context.

Evaluation Checklist.² Evaluate development applications that require an OCP amendment on the basis of the extent to which they comply with underlying OCP objectives, including the following:

- Does the proposed development respect the OCP Permanent Growth Boundary (OCP Map 4.1 and 5.2)? **Yes**
- Is the proposed development located in an Urban Centre? **No**
- Does the proposed development feature a mix of residential, employment, institutional, and/or recreational uses? **No**
- Does the proposed development increase the supply of affordable housing (as defined in the OCP)? **No**
- Is the property serviced with water and City sanitary sewer at the time of application? **Yes**
- Is there transit service within 400 metres of major multiple unit residential projects (30 + units) or other non-residential projects or major employment generators (50 + employees)? **Yes**

¹ City of Kelowna Official Community Plan, Policy 5.32.10 (Development Process Chapter).

² City of Kelowna Official Community Plan, Policy 5.39.1 (Development Process Chapter).

- Does the proposed project involve redevelopment of currently under-utilized, urbanized land? **Yes**
- Does the proposed development contribute to preserving lands with slopes greater than 30%? **N/A**
- Will the project likely facilitate future development on adjacent parcels that meets the policies of the OCP? **No**
- Does the project avoid negative impacts (shadowing, traffic etc.) on adjoining properties? **Yes**
- Is the project consistent with the height principles established in the OCP? **Yes**
- Would the additional density or new land use designation enhance the surrounding neighbourhood (i.e. Complete Communities) or introduce incompatible uses? **Enhance neighbourhood**
- Could the project be supported without over-burdening existing park and other neighbourhood resources? **Yes**

6.0 Technical Comments

6.1 Building & Permitting Department

- No comments relevant to the OCP Amendment and Rezoning applications.

6.2 Development Engineering Department

- Refer to Schedule 'A' dated May 30, 2018.

7.0 Application Chronology

Date of Application Received: May 24, 2018

Date Public Consultation Completed: June 25, 2018

Report prepared by: Lydia Korolchuk, Planner

Reviewed by: Terry Barton, Urban Planning Manager

Approved for Inclusion by: Ryan Smith, Community Planning Department Manager

Attachments:

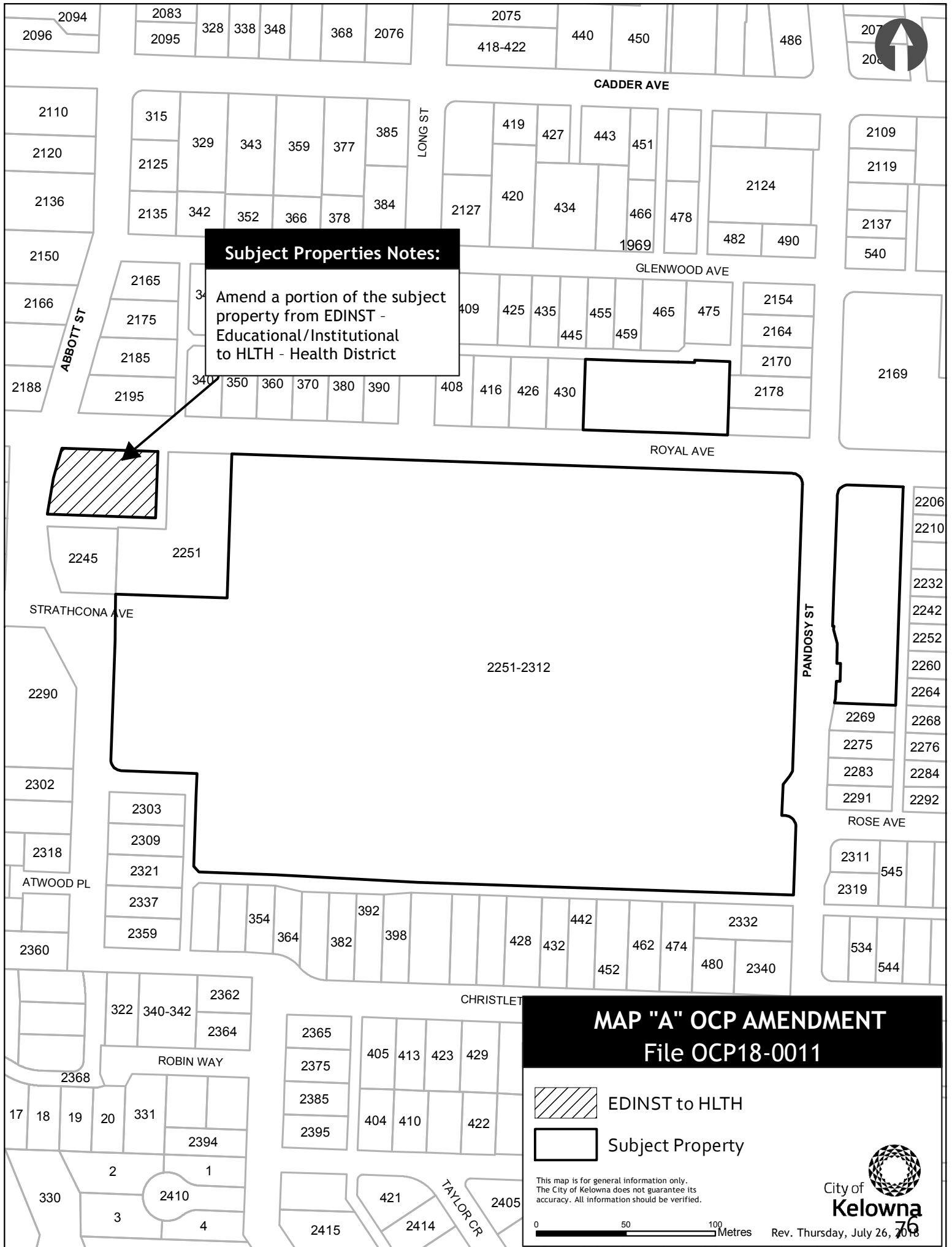
Map A: OCP Amendment Map

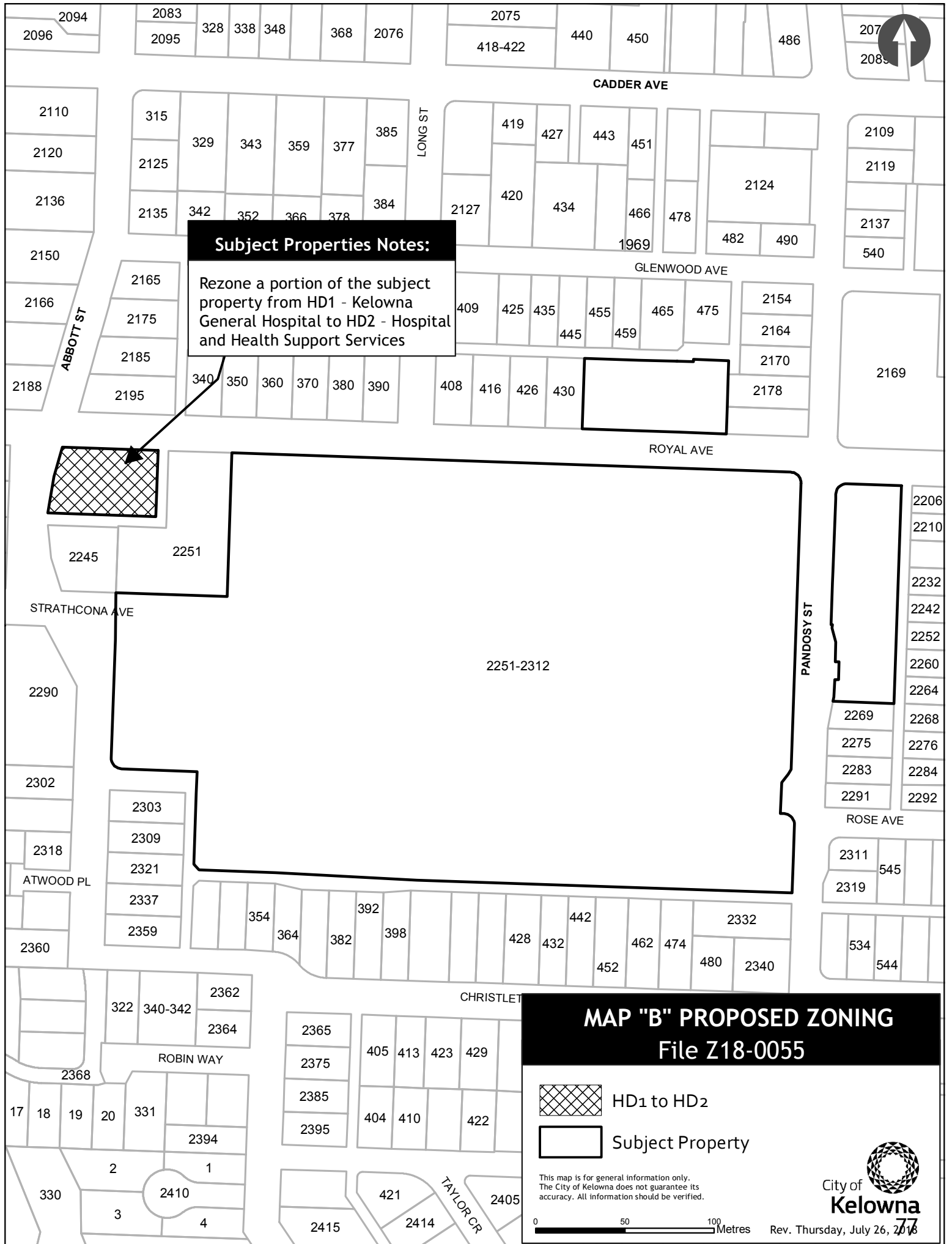
Map B: Rezoning Map

Attachment A: Development Engineering Memorandum

Site Plan and Floor Plans

Conceptual Elevations & Renderings





CITY OF KELOWNA
MEMORANDUM

ATTACHMENT A

This forms part of application

OCP18-0011
Z18-0055

Planner
Initials

LK

City of
Kelowna
COMMUNITY PLANNING



Date: May 30, 2018
File No.: Z18-0055
To: Community Planning (LK)
From: Development Engineering Manager (JK)
Subject: 2251-2312 Pandosy Street

HD1 to HD2

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

1. General

- a. Where there is a possibility of a high water table or surcharging of storm drains during major storm events, non-basement buildings may be required. This must be determined by the engineer and detailed on the Lot Grading Plan required in the drainage section.
- b. Provide easements as may be required.
- c. This proposed subdivision may require the installation of centralized mail delivery equipment. Please contact Rick Ould, Delivery Planning Officer, Canada Post Corporation, 530 Gaston Avenue, Kelowna, BC V1Y 2K0 to obtain further information and to determine suitable location(s) within the development.

2. Water

- a. The developer's consulting engineer will determine the domestic and fire protection requirements of this proposed development and establish hydrant requirements and service needs. The bylaw requirement for zone is 150l/s and is available at the site. If it is determined that upgrades to any other existing water distribution system must be made to achieve the required fire flows, additional bonding will be required.
- b. An approved backflow protection device must also be installed on site as required by the City Plumbing Regulation and Water Regulation bylaws.
- c. A water meter is mandatory for this development and must be installed inside a building on the water service inlet as required by the City Plumbing Regulation and Water Regulation bylaws. The developer or building contractor must purchase the meter from the City at the time of application for a building permit from the Inspection Services Department, and prepare the meter setter at his cost

3. Sanitary Sewer

- a. The developer's consulting mechanical engineer will determine the development requirements of this proposed development and establish the service needs. Only one service will be permitted for this development. The applicant, at his cost, will arrange for the removal and disconnection of the existing services and the installation of one new larger service.

4. Drainage

- a. The developer must engage a consulting civil engineer to provide a storm water management plan for the site, which meets the requirements of the City Storm Water Management Policy and Design Manual. The storm water management plan must also include provision of lot grading plan, minimum basement elevation (MBE), if applicable, and provision of a storm drainage service for the development and / or recommendations for onsite drainage containment and disposal systems.
- b. Provide a detailed Stormwater Management Plan for this development as per the Subdivision, Development and Servicing Bylaw #7900.
- c. There is a possibility of a high water table or surcharging of storm drains during major storm events. This should be considered in the design of the onsite system

5. Roads

- a. Royal Ave has been upgraded to an collector standard along the full frontage of this proposed development. No further upgrades are needed at this time.
- b. Abbott street has been upgraded to an collector standard along the full frontage of this proposed development. No further upgrades are needed at this time.

6. Power and Telecommunication Services and Street Lights

- a. The electrical and telecommunication services to this building must be installed in an underground duct system, and the building must be connected by an underground service. It is the developer's responsibility to make a servicing application with the respective electric power, telephone and cable transmission companies to arrange for these services, which would be at the applicant's cost.

7. Development Permit and Site Related Issues

- a. Access to the property will be lane access only

8. Design and Construction

- a. Design, construction supervision and inspection of all off-site civil works and site servicing must be performed by a Consulting Civil Engineer and all such work is subject to the approval of the City Engineer. Drawings must conform to City standards and requirements.
- b. Engineering drawing submissions are to be in accordance with the City's "Engineering Drawing Submission Requirements" Policy. Please note the number of sets and drawings required for submissions.
- c. Quality Control and Assurance Plans must be provided in accordance with the Subdivision, Development & Servicing Bylaw No. 7900 (refer to Part 5 and Schedule 3).

- d. A "Consulting Engineering Confirmation Letter" (City document 'C') must be completed prior to submission of any designs.
- e. Before any construction related to the requirements of this subdivision application commences, design drawings prepared by a professional engineer must be submitted to the City's Development Engineering Department. The design drawings must first be "Issued for Construction" by the City Engineer. On examination of design drawings, it may be determined that rights-of-way are required for current or future needs.

9. Servicing Agreements for Works and Services

- a. A Servicing Agreement is required for all works and services on City lands in accordance with the Subdivision, Development & Servicing Bylaw No. 7900. The applicant's Engineer, prior to preparation of Servicing Agreements, must provide adequate drawings and estimates for the required works. The Servicing Agreement must be in the form as described in Schedule 2 of the bylaw.
- b. Part 3, "Security for Works and Services", of the Bylaw, describes the Bonding and Insurance requirements of the Owner. The liability limit is not to be less than \$5,000,000 and the City is to be named on the insurance policy as an additional insured

10. Geotechnical Study.

- a. Provide a geotechnical report prepared by a Professional Engineer competent in the field of hydro-geotechnical engineering to address the items below: **NOTE: The City is relying on the Geotechnical Engineer's report to prevent any damage to property and/or injury to persons from occurring as a result of problems with soil slippage or soil instability related to this proposed subdivision.**
 - i. The Geotechnical report must be submitted prior to submission of Engineering drawings or application for subdivision approval.
 - ii. Area ground water characteristics, including any springs and overland surface drainage courses traversing the property. Identify any monitoring required.
 - iii. Site suitability for development.
 - iv. Site soil characteristics (i.e. fill areas, sulphate content, unsuitable soils such as organic material, etc.).
 - v. Any special requirements for construction of roads, utilities and building structures.
 - vi. Recommendations for items that should be included in a Restrictive Covenant.
 - vii. Recommendations for roof drains, perimeter drains and septic tank effluent on the site.
 - viii. Any items required in other sections of this document.
 - ix. Additional geotechnical survey may be necessary for building foundations, etc

11. Charges and Fees

- a. Development Cost Charges (DCC's) are payable
- b. Fees per the "Development Application Fees Bylaw" include:
 - i. Street/Traffic Sign Fees: at cost if required (to be determined after design).
 - ii. Survey Monument, Replacement Fee: \$1,200.00 (GST exempt) – only if disturbed.

Engineering and Inspection Fee: 3.5% of construction value (plus GST)



James Kay, P.Eng.
Development Engineering Manager

JA

CITY OF KELOWNA
MEMORANDUM

ATTACHMENT A

This forms part of application

OCP18-0055
Z18-0055

Planner
Initials

LK



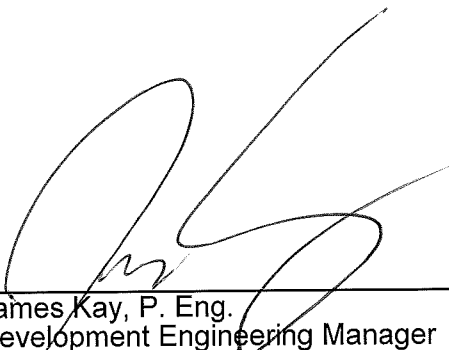
Date: May 30, 2018
File No.: OCP18-0011
To: Community Planning (LK)
From: Development Engineering Manager (JK)
Subject: 2251-2312 Pandosy Street

EDINST - HLTH

The Development Engineering Branch comments and requirements regarding this OCP amendment application are as follows:

1. General

All the offsite infrastructure and services upgrades are addressed in the Rezoning Engineering Report under file Z18-0055



James Kay, P. Eng.
Development Engineering Manager
JA

CITY OF KELOWNA
MEMORANDUM

ATTACHMENT A

This forms part of application

OCP18-0055

Z18-0055

Planner
Initials

LK

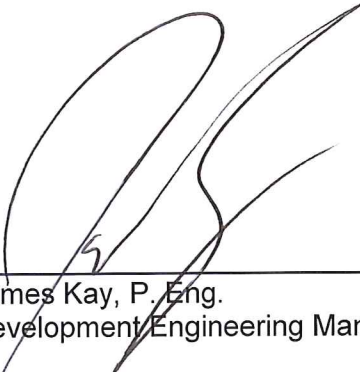


Date: May 30, 2018
File No.: S18-0045
To: Community Planning (LK)
From: Development Engineering Manager (JK)
Subject: 2251-2312 Pandosy Street

The Development Engineering comments and requirements regarding this technical subdivision application to unhook the indicated site from the larger Hospital site are as follows:

1. General.

All the offsite infrastructure and services upgrades are addressed in the Zoning Engineering Report under the zoning application file number Z18-0055.



James Kay, P. Eng.
Development Engineering Manager
JA

CITY OF KELOWNA
MEMORANDUM

Date: May 30, 2018
File No.: HAP18-0010
To: Community Planning (LK)
From: Development Engineering Manager (JK)
Subject: 2251-2312 Pandosy Street
Alteration

Heritage

ATTACHMENT A

This forms part of application

OCP18-0055
Z18-0055

Planner
Initials

LK



The Development Engineering comments and requirements regarding this HAP application are as follows:

1. General.

- a) The application for a heritage alteration permit for the form and character of congregate housing on the subject property does not trigger any offsite requirements.

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

James Kay, P. Eng.
Development Engineering Manager

JA





Josef and Anna Huber

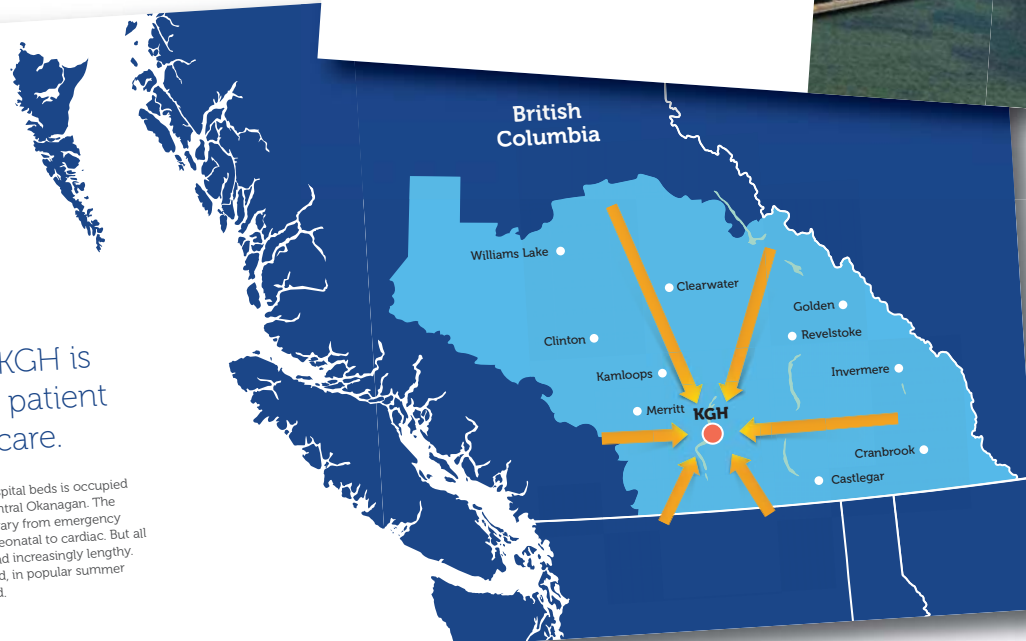
Since 1908, Kelowna General Hospital has been a pillar in this community.

Today, it is a centre of health care excellence, serving as the referral hospital for close to 750,000 residents in BC's southern interior. It is the common belief that all patients requiring specialized care are travelling to Vancouver, Calgary or Victoria. But that is usually not the case.



1 in 4 beds at KGH is occupied by a patient travelling for care.

At any given time, one in four hospital beds is occupied by someone from outside the Central Okanagan. The reasons for health-related travel vary from emergency trauma to acute mental health; neonatal to cardiac. But all too often, visits are unplanned and increasingly lengthy. Accommodation is expensive and, in popular summer months, nearly impossible to find.



Introduction

Every year, thousands of families from across the interior of British Columbia must travel from their homes in order for a loved one to receive life-saving specialist care at Kelowna General Hospital. For many families wanting to maintain a presence at KGH for the period of their loved ones treatment, the lack of affordable short-term accommodation in Kelowna adds significantly to their hardship.

JoeAnna's house will be managed by the Kelowna General Hospital Foundation (KGHF) and provides a home away from home for those individuals as research shows that patients heal faster and more effectively when surrounded by their loved ones. And family members bond with others through a shared experience.

Josef & Anna Huber settled their family in the Okanagan in the 1960s. With all family members contributing to their early endeavours in the hospitality industry, they felt very blessed to build a life that would allow them to serve others. With their giving spirit in mind, and to demonstrate kindness and caring for others, the family is proud to honour their legacy by partnering with the KGH Foundation to build JoeAnna's House.

Site | Location

The project is sited on the southeast corner lot of the Royal Avenue and Abbott Street intersection on what is currently a parking lot serving Interior Health Authority (IHA).

The site is blessed by its proximity to Okanagan Lake and it is envisioned that families will be able to make use of Strathcona park almost as an extension of the house. That proximity to the Lake and Park greatly enhances the therapeutic aspect of the project both by offering calming and relaxing views of the water as well as an amenity to enjoy when the weather permits.

The site also provides pedestrian connections and easy access to the Abbott Street multi-use corridor, Kelowna General Hospital, and Pandosy Street.



Photo 1



Photo 2



Photo 3



Photo 4



Photo 3 & 4 show existing curb, fence, and asphalt of east side of existing parking lot intended to be retained, resurfaced and repainted - refer to drawing A2.01

Site| Parking

From its outset the intent of JoeAnna's House was **not** to reduce the number of stalls currently provided for IHA and the neighbourhood so KGHF has been working with IHA to ensure that there is not a net loss of stalls. The text quoted below is from IHA and summarizes the parking replacement strategy underway.

"IH is proceeding with the development of new parking near the KGH campus to replace the impending loss of parking stalls currently located at the site of JoeAnna's Place. Completion of this new parking is anticipated to coincide with the decommissioning of the existing stalls."

JOEANNA'S HOUSE



2251-2312 PANDOSY STREET, KELOWNA BC
LOT A, DISTRICT LOT 14, O.D.Y.S., PLAN EPP18664

2018-05-07 ISSUED FOR DEVELOPMENT PERMIT
2018-05-07

ARCHITECTURAL

- A0.00 COVER SHEET & DRAWING LIST
- A1.01 ZONING, CODE REVIEW, LOCATION PLAN
- A1.02 ASSEMBLIES
- A1.03 DOOR SCHEDULE
- A1.04 CODE PLANS
- A2.01 SITE PLAN
- A2.02 SURVEY PLAN
- A2.03 PARKING PHOTOS
- A3.00 1ST FLOOR SLAB PLAN
- A3.01 1ST FLOOR PLAN
- A3.02 2ND FLOOR PLAN
- A3.03 ROOF PLAN
- A3.11 1ST FLOOR REFLECTED CEILING PLAN
- A4.01 EXTERIOR ELEVATIONS
- A4.02 EXTERIOR ELEVATIONS
- A4.03 3D VIEWS
- A4.11 GLAZING ELEVATIONS
- A4.12 GLAZING ELEVATIONS
- A5.01 BUILDING SECTIONS
- A6.01 FEATURE STAIR & EXIT STAIR 1
- A6.02 EXIT STAIR 2 & DETAILS
- A7.01 PLAN DETAILS
- A7.10 SECTION DETAILS
- A8.01 UNIT PLANS
- A9.01 INTERIORS

LANDSCAPE

- L1 CONCEPTUAL LANDSCAPE PLAN

262 MAIN STREET
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| No. | Date | Revision |
|-----|------------|------------------------------|
| 01 | 2018-05-07 | ISSUE FOR DEVELOPMENT PERMIT |
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| | | |
| | | |

Project Title

JOEANNA'S
HOUSE

2251-2312 PANDOSY STREET, KELOWNA BC
LOT A, DISTRICT LOT 14, O.D.Y.S., PLAN EPP18664

Drawing Number

A0.00

DRAWINGS ARE NOT TO BE SCALED.
ALL DIMENSIONS SHALL BE VERIFIED ON JOB

Drawing Title

COVER SHEET &
DRAWING LIST

| | |
|---------|--------------|
| Job No. | 1788 |
| Scale | 1/4" = 1'-0" |
| Drawn | CM |
| Checked | JM |

PROJECT DATA

| | |
|-------------------------|---|
| ADDRESS | 2251-2312 PANDOSY STREET |
| LEGAL DESCRIPTION | LOT A, DISTRICT LOT 14, O.D.Y.S., PLAN EPP18664 |
| DEVELOPMENT PERMIT AREA | YES |
| ZONING | HD-2 (PENDING REZONING FROM HD-1) |
| PRINCIPAL USE | CONGREGATE HOUSING |
| GRADES | LEVEL |
| NUMBER OF BUILDINGS | ONE 2 STOREY CONGREGATE HOUSING BUILDING |

ZONING SUMMARY

| | | |
|--|---------------------------|--------------------|
| | HD-2 ZONE | PROPOSAL |
| SITE AREA (sm) | 900sm MIN. | ±2,132.5sm |
| SITE WIDTH (m) | 30m MIN. | ±57.6m |
| SITE DEPTH (m) | 30m MIN. | ±37.0m |
| HEIGHT OF BUILDING (S)/# OF STOREYS | 16.0m | ±10.8m / 2 storey |
| SITE COVERAGE OF BUILDING(S) (%) | 55% MAX. | ±539.4 sm = ±28% |
| SITE COVERAGE INCLUDING BUILDINGS, DRIVEWAYS AND PARKING (%) | N/A | ±1,358.2 sm = ±64% |
| TOTAL NUMBER & TYPES OF UNITS | N/A | 20 FAMILY BEDROOMS |
| GROSS FLOOR AREA | N/A | ±1,280sm |
| FLOOR AREA RATIO (F.A.R.) | 1.2 MAX. (2,559sm) | 0.60 |
| BUILDING (S) SETBACKS (m): | | |
| NORTH (FRONT) | 4.5m | ±4.8m |
| SOUTH (REAR) | 3.0m | ±3.2m |
| WEST (SIDE) | 4.5m | ±5.4m |
| EAST (SIDE) | 4.5m | ±15.4m |
| PUBLIC OPEN SPACE AREA | 150sm (7.5sm PER BEDROOM) | ±380sm |
| DAYLIGHT ANGLE (IF A TOWER) | N/A | N/A |
| PODIUM HEIGHT (IF PROPOSED) | N/A | N/A |
| FLOOR PLATE SIZE (IF REQUIRED) | N/A | N/A |
| SETBACKS TO PARKING (m): | | |
| NORTH (FRONT) | N/A | N/A |
| SOUTH (REAR) | N/A | N/A |
| WEST (SIDE) | N/A | N/A |
| EAST (SIDE) | N/A | N/A |

PARKING SUMMARY

| | | | | | | |
|--|--|------|--------|------|------------------|------|
| CAR PARKING SUMMARY: (CONGREGATE HOUSING) | REQUIRED | | | | PROPOSED | |
| 3.0 SPACES OR 1.0 SPACE PER RESIDENT STAFF MEMBER (WHICHEVER IS GREATER) | 3 STALLS | | | | 3 STALLS | |
| 1.0 SPACE PER 3 BEDS | 20 STALLS (ASSUMES 3 GUESTS PER ROOM PER NIGHT) | | | | 25 STALLS | |
| <u>TOTAL PARKING CAR STALLS</u> | <u>23 STALLS</u> | | | | <u>28 STALLS</u> | |
| BICYCLE PARKING SUMMARY: (CONGREGATE HOUSING) | REQUIRED | | | | PROPOSED | |
| CLASS I: 1 PER 25 EMPLOYEES | 0 STALLS | | | | 0 STALLS | |
| CLASS II: 5 PER BUILDING ENTRANCE | 10 STALLS | | | | 10 STALLS | |
| NUMBER OF LOADING SPACES | N/A | | | | N/A | |
| CAR PARKING STALL SIZE SUMMARY: | WIDTH | | LENGTH | | HEIGHT | |
| FULL SIZE STALL | 8'-3" | 2.5m | 19'-8" | 6.0m | 6'-6" | 2.0m |
| MEDIUM SIZE STALL (40% max) | 7'-6" | 2.3m | 15'-9" | 4.8m | | |
| DISABLED STALL | 12'-2" | 3.7m | 19'-8" | 6.0m | | |
| DRIVE AISLES (2-WAY 90° PKG) | 23'-0" | 7.0m | | | | |
| | | | | | | |

BUILDING FLOOR AREAS

| | GFA (sm) | GFA (sf) |
|--------------------------------------|----------|-----------|
| LEVEL 1 | ±593.4sm | ±6,387sf |
| LEVEL 2 | ±687.1sm | ±7,396sf |
| BUILDING FOOTPRINT FOR SITE COVERAGE | ±687.1sm | ±7,396sf |
| TOTAL FLOOR AREA FOR FAR | ±1,280sm | ±13,783sf |

BUILDING CODE SUMMARY

| | | |
|-------------------------------------|-------------------------------|----------|
| OCCUPANCY | GROUP C | |
| ARTICLE | 3.2.2.53 | |
| NO. OF STOREYS | 2 STOREY | |
| NO. OF STREETS FACING | 2 | |
| MAX. BUILDING AREA | CODE MAXIMUM | PROPOSED |
| | 2,700 sm (3.2.2.53.(1Cii)) | ±687.1sm |
| CONSTRUCTION TYPE PERMITTED | COMBUSTIBLE / NON-COMBUSTIBLE | |
| CONSTRUCTION TYPE PROPOSED | COMBUSTIBLE | |
| SPRINKLERED | YES | |
| ASSEMBLY RATINGS: | REQUIRED | PROPOSED |
| FLOOR | 45 MINUTES | 1 HR |
| LOAD BEARING WALLS, COLUMNS, ARCHES | 45 MINUTES | 1 HR |
| ROOFS | N/A | |

FIRE PROTECTION

| | REQUIRED | PROPOSED | |
|---------------------------|----------|----------|----------------|
| HYDRANT TO BUILDING ENTRY | 90m MAX. | 90m MAX. | 3.2.5.5. |
| STANDPIPE/HOSE | N/A | N/A | 3.2.5.8. |
| SPRINKLERED | YES | YES | 3.2.4.1.(4)(i) |
| FIRE ALARM SYSTEM | YES | YES | |
| EXIT LIGHTS | YES | YES | |
| EMERGENCY LIGHTING | YES | YES | |

EXITING OCCUPANT LOAD

| | | |
|-------------------------------|------------------------------|-------------|
| LEVEL 1: DINING & LIVING ROOM | 1 PERSON/ 0.75sm X ±1.501 sm | 186 PERSONS |
| LEVEL 1: STAFF OFFICE | 1 PERSON/ 9.3sm X ±466 sm | 5 PERSONS |
| LEVEL 1: BEDROOMS | 4 PERSON PER BEDROOM X 3 | 12 PERSONS |
| | LEVEL 1 TOTAL | 201 PERSONS |
| LEVEL 2: BEDROOMS | 4 PERSON PER BEDROOM X 17 | 61 PERSONS |
| | LEVEL 2 TOTAL | 61 PERSONS |
| | BUILDING TOTAL | 262 PERSONS |

EXIT FACILITIES

| REQUIRED EXITS | 2 MIN. | |
|---------------------------|---|------------------------------|
| | REQUIRED WIDTHS | PROVIDED WIDTHS |
| LEVEL 1 DOORS | 6.1mm/ PERSON X 201 PERSONS = 1,226mm | 5 doors @ 915mm = 4,575mm |
| LEVEL 2 DOORS | 6.1mm/ PERSON X 61 PERSONS = 372mm | 2 doors @ 915mm = 1,830mm |
| BEDROOM UNIT DOORS | MIN. 1 DOOR (800mm WIDE) EA. UNIT | 1 DOOR (915mm WIDE) EA. UNIT |
| LEVEL 2 STAIRS | 8mm/ PERSON X 61 PERSONS = 1,608mm | 2 @ 1220mm = 2,440mm |
| EXIT THROUGH LOBBY | NO | 3.4.4.2. |
| PANIC HARDWARE | NOT REQUIRED BUT PROVIDED AT EXT. DOORS | 3.4.6.16.(2). |
| EXIT EXPOSURE | N/A | 3.2.3.13. |
| MAX. TRAVEL DISTANCE | 45m | 3.4.2.5.(1) |
| STAIR SHAFTS RATING | 1 HR. | 3.4.4.1. |
| CORRIDORS TO SUITE RATING | 1 HR. | 3.3.2.6.(4) |

REQUIRED FIRE SEPARATIONS

| | | |
|--|--------------------|---------|
| TENANTS / MAJOR OCCUPANCIES | | |
| GROUP C TO C (SUITE TO SUITE) | 1 HR | 3.3.1.1 |
| SERVICES ROOMS WITH FUEL FIRED EQUIPMENT | 1 HR | 3.6.2. |
| JANITOR ROOM | N/A IF SPRINKLERED | |

BUILDING FIRE SAFETY

| | | |
|------------------------------|-------------|-----------|
| SOFFIT PROTECTION | N/A | 3.2.3.16. |
| FLAME SPREAD RATINGS | COMPLY WITH | 3.1.13.2 |
| METAL DECK ASSEMBLIES | N/A | 3.1.14.2. |
| ROOF COVERING CLASSIFICATION | CLASS "A" | 3.1.15.2. |
| ATTIC FIRESTOPS | N/A | 3.1.11. |
| MAX. ATTIC AREA | N/A | 3.1.11.5. |
| MAX. CRAWLSPACE AREA | N/A | 3.1.11.6. |
| CONCEALED FLOOR AREA | N/A | 3.1.11.5. |

ACCESSIBILITY REQUIREMENTS

| | REQUIRED | PROVIDED |
|--------------------------|----------|----------|
| ACCESS TO MAIN ENTRANCES | YES | YES |
| ACCESS TO ALL FLOORS | YES | YES |
| ACCESSIBLE WASHROOM | YES | YES |

WASHROOM FIXTURES REQUIREMENTS

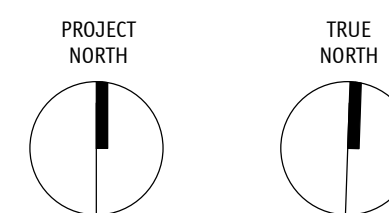
| | REQUIRED | PROVIDED |
|------------------------------|---------------------------------------|-----------------------|
| BEDROOM UNITS | MIN. 1 PER UNIT | 1 PER UNIT |
| LEVEL 1 DINING & LIVING ROOM | 1 MALE AND 1 FEMALE (FOR VISITORS) | 2 UNIVERSAL WASHROOMS |
| LEVEL 1 STAFF OFFICE | 1 (STAFF LESS THAN 10) | 1 |



1. ALL EXISTING GRADES AND SURVEY INFORMATION BASED ON SURVEY FILE BY RUNNALS DENBY LAND SURVEYING DATED APRIL 3, 2018 - REFER TO A2.02
2. EXISTING TRANSFORMER TO BE TEMPORARILY SHORED AND SUPPORTED BY CONTRACTOR DURING EXCAVATION AS REQUIRED - REFER TO CIVIL.
3. EXISTING SHALLOW UTILITIES (POWER/COMM) LOCATIONS TO BE VERIFIED BY CONTRACTOR.
4. ALL SERVICING TIE-INS SHOWN ARE APPROXIMATE - REFER TO CIVIL/MECH. FOR SERVICING INFO.
5. ALL EXTERIOR CONCRETE WALKWAYS (PLATWORK) PART OF CIVIL DESIGN U.N.O. - REFER TO CIVIL FOR CONCRETE EXTENTS AND DETAILS
6. ALL FINISH GRADES SHOWN ARE APPROXIMATE - REFER TO CIVIL FOR GRADING INFO.
7. REFER TO ELEC. FOR HYDRO ELECTRICAL SERVICE INFO.
8. REFER TO MECH. FOR FORTIS GAS SERVICE INFO.

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EMAIL: kel-mai@shaw.ca

m + m
METKEI ELOHN ARCHITECTS INC



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[illegible]

Project Title

JOANNA'S HOUSE

2251-2312 PANDOSY STREET, KELOWNA BC
LOT A, DISTRICT LOT 14, O.D.Y.S., PLAN EPP18664

Drawing Numbe

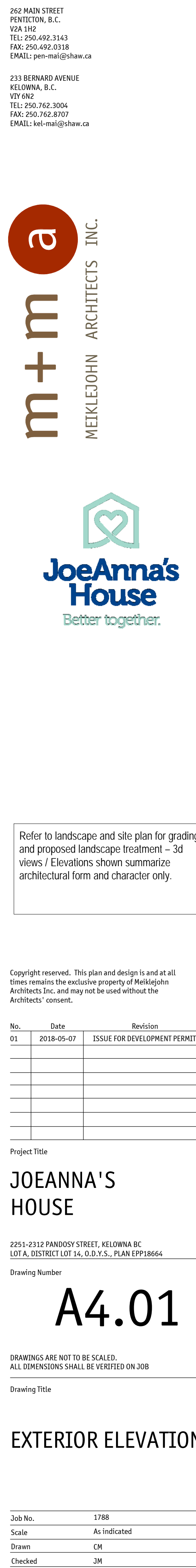
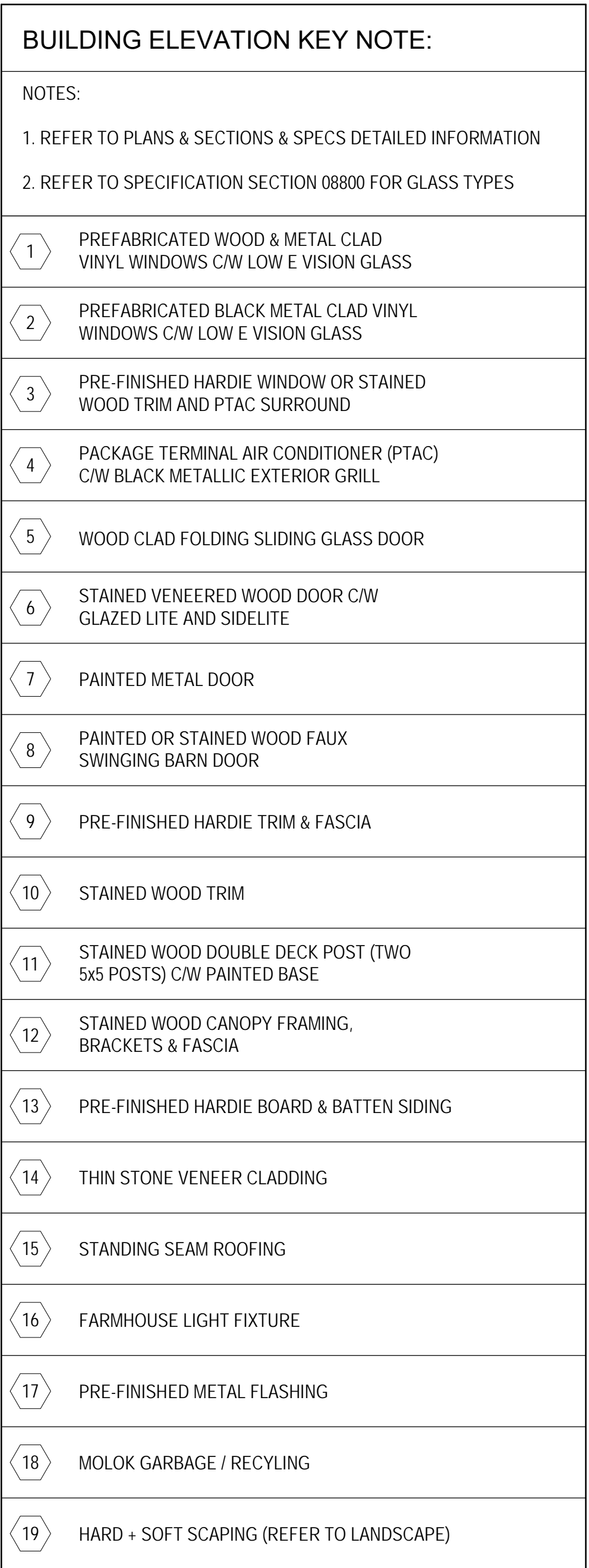
A2.01

DRAWINGS ARE NOT TO BE SCALED.
ALL DIMENSIONS SHALL BE VERIFIED ON JOB

Drawing Title

SITE PLAN

| | |
|---------|--------------|
| Job No. | 1788 |
| Scale | 1/8" = 1'-0" |
| Drawn | CM |
| Checked | JM |





1 NORTH ELEVATION
A4.02 3/16" = 1'-0"



2 SOUTH ELEVATION
A4.02 3/16" = 1'-0"

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a
m+m
MEikleJOHN ARCHITECTS INC.

JoeAnna's House
Better together.

Refer to landscape and site plan for grading and proposed landscape treatment - 3d views / Elevations shown summarize architectural form and character only.

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| No. | Date | Revision |
|-----|------------|------------------------------|
| 01 | 2018-05-07 | ISSUE FOR DEVELOPMENT PERMIT |
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| | | |

Project Title

JOEANNA'S HOUSE

2251-2312 PANDOSY STREET, KELOWNA BC
LOT A, DISTRICT LOT 14, O.D.Y.S., PLAN EPP18664

Drawing Number

A4.02

DRAWINGS ARE NOT TO BE SCALED.
ALL DIMENSIONS SHALL BE VERIFIED ON JOB

Drawing Title

EXTERIOR ELEVATIONS

| | |
|---------|---------------|
| Job No. | 1788 |
| Scale | 3/16" = 1'-0" |
| Drawn | CM |
| Checked | JM |



5 VIEW OF NORTHWEST CORNER
A4.03



3 VIEW OF WEST ELEVATION
A4.03



1 VIEW OF SOUTHWEST CORNER
A4.03



6 VIEW OF SOUTHEAST CORNER
A4.03



4 VIEW OF EAST & SOUTH ELEVATION
A4.03



2 VIEW OF NORTH ELEVATION
A4.03

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a
m+m
MEIKLEJOHN ARCHITECTS INC.

JoeAnna's House
Better together.

Refer to landscape and site plan for grading and proposed landscape treatment – 3d views / Elevations shown summarize architectural form and character only.

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| No. | Date | Revision |
|-----|------------|------------------------------|
| 01 | 2018-05-07 | ISSUE FOR DEVELOPMENT PERMIT |
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| | | |

Project Title

JOEANNA'S HOUSE

2251-2312 PANDOSY STREET, KELOWNA BC
LOT A, DISTRICT LOT 14, O.D.Y.S., PLAN EPP18664

Drawing Number

A4.03

DRAWINGS ARE NOT TO BE SCALED.
ALL DIMENSIONS SHALL BE VERIFIED ON JOB

Drawing Title

3D VIEWS

| | |
|---------|---------|
| Job No. | 1788 |
| Scale | |
| Drawn | Author |
| Checked | Checker |

CITY OF KELOWNA

BYLAW NO. 11665

Official Community Plan Amendment No. OCP18-0011 - 2251-2312 Pandosy Street

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 a portion of Lot A, District Lot 14, ODYD, Plan EPP34913 Except Plan EPP53192, located on Pandosy Street, Kelowna, B.C., from the EDINST - Educational/Major Institutional designation to the HLTH - Health District designation as shown on Map "A" attached to and forming part of the 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

Mayor

City Clerk

CITY OF KELOWNA
BYLAW NO. 11666
Z18-0055 – 2251-2312 Pandosy Street

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 a portion of Lot A, District Lot 14, ODYD, Plan EPP34913 Except Plan EPP53192, located on Pandosy Street, Kelowna, B.C., from the HD1 – Kelowna General Hospital zone to the HD2 – Hospital and Health Support Services zone as shown on Map "B" attached to and forming part of the 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

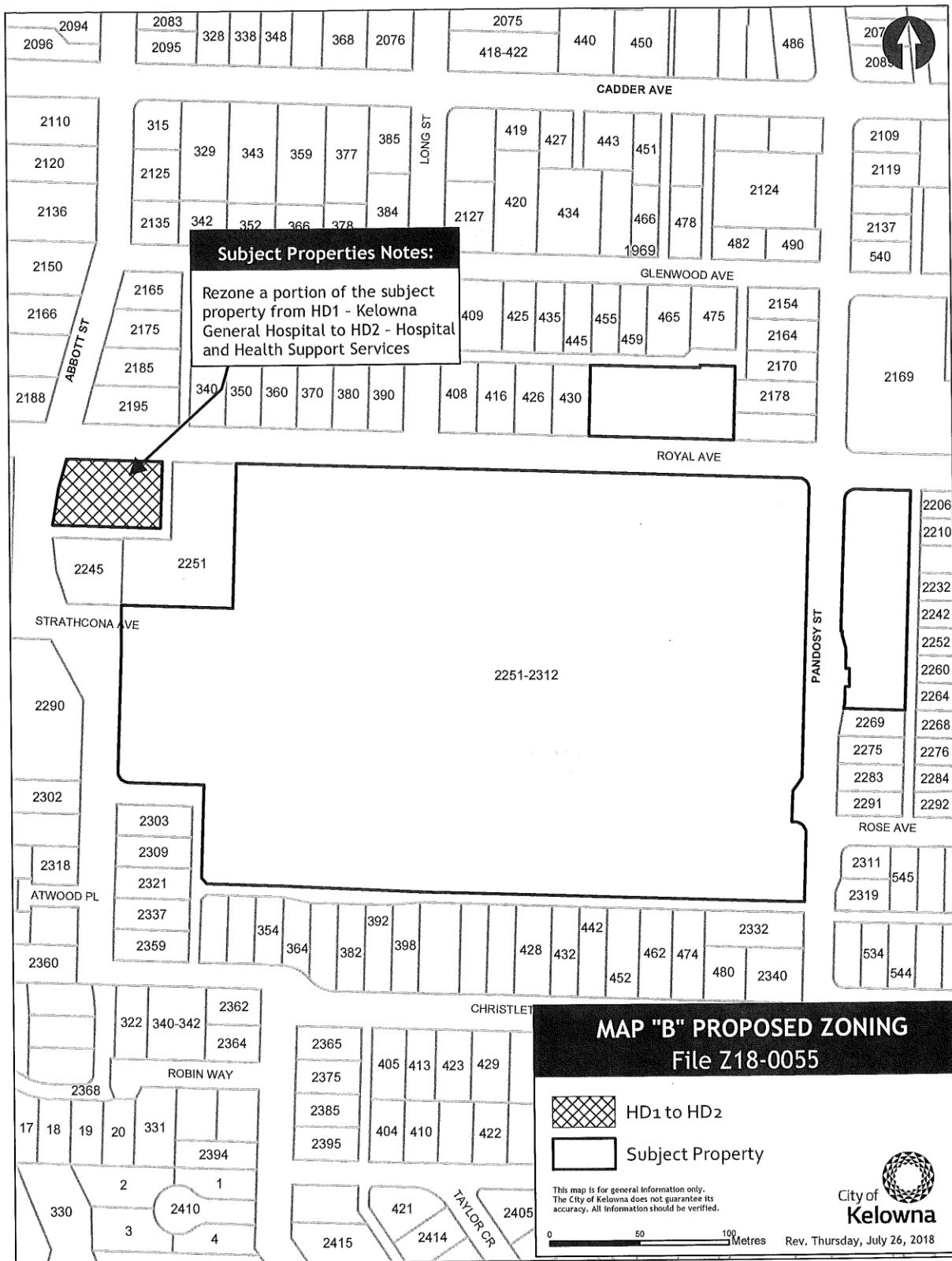
Considered at a Public Hearing on the

Read a second and third time by the Municipal Council this

Adopted by the Municipal Council of the City of Kelowna this

Mayor

City Clerk



REPORT TO COUNCIL



Date: August 13, 2018

RIM No. 1250-30

To: City Manager

From: Community Planning Department (LK)

Application: OCP18-0017 & Z18-0077 **Owner:** Interior Health Authority and City of Kelowna

Address: 2268, 2276, 2284 & 2292 Speer Street, 2269 Pandosy Street **Applicant:** Doug Levell

Subject: Official Community Plan Amendment & Rezoning Application

Existing OCP Designation: HLTH – Health District

Proposed OCP Designation: EDINST – Educational/ Major Institutional

Existing Zone: RU6 – Two Dwelling Housing

Proposed Zone: P1 – Major Institutional

1.0 Recommendation

THAT Official Community Plan Map Amendment Application No. OCP18-0017 to amend Map 4.1 in the Kelowna 2030 – Official Community Plan Bylaw No. 10500 by changing the Future Land Use designation of:

- 1) Lot 17 District Lot 14 ODYD Plan 413, located at 2268 Speer Street, Kelowna, BC
- 2) Lot 16 District Lot 14 ODYD Plan 413, located at 2276 Speer Street, Kelowna, BC
- 3) Lot A District Lot 14 ODYD Plan EPP28861, located at 2284 Speer Street, Kelowna, BC
- 4) Lot B District Lot 14 ODYD Plan EPP28861, located at 2292 Speer Street, Kelowna, BC
- 5) Lot 10 District Lot 14 ODYD Plan 413 Except the Westerly 10 Feet Thereof Except Plan EPP53192, located at 2269 Pandosy Street, Kelowna, BC

from the HLTH – Health District designation to the EDINST – Educational/ Major Institutional designation, be considered by Council;

THAT Rezoning Application No. Z18-0077 to amend the City of Kelowna Zoning Bylaw No. 8000 by changing the zoning classification of:

- 1) Lot 17 District Lot 14 ODYD Plan 413, located at 2268 Speer Street, Kelowna, BC
- 2) Lot 16 District Lot 14 ODYD Plan 413, located at 2276 Speer Street, Kelowna, BC
- 3) Lot A District Lot 14 ODYD Plan EPP28861, located at 2284 Speer Street, Kelowna, BC
- 4) Lot B District Lot 14 ODYD Plan EPP28861, located at 2292 Speer Street, Kelowna, BC
- 5) Lot 10 District Lot 14 ODYD Plan 413 Except the Westerly 10 Feet Thereof Except Plan EPP53192, located at 2269 Pandosy Street, Kelowna, BC

from the RU6 – Two Dwelling Housing zone to the P1 – Major Institutional zone, be considered by Council;

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

AND THAT final adoption of the Official Community Plan Map Amending Bylaw and the Rezoning Bylaw be considered subsequent to the outstanding conditions of approval as set out in Schedule "A" attached to the Report from the Community Planning Department dated July 25, 2018.

AND FURTHER THAT final adoption of the Rezoning Bylaw be considered in conjunction with Council's consideration of a Development Permit for the subject properties.

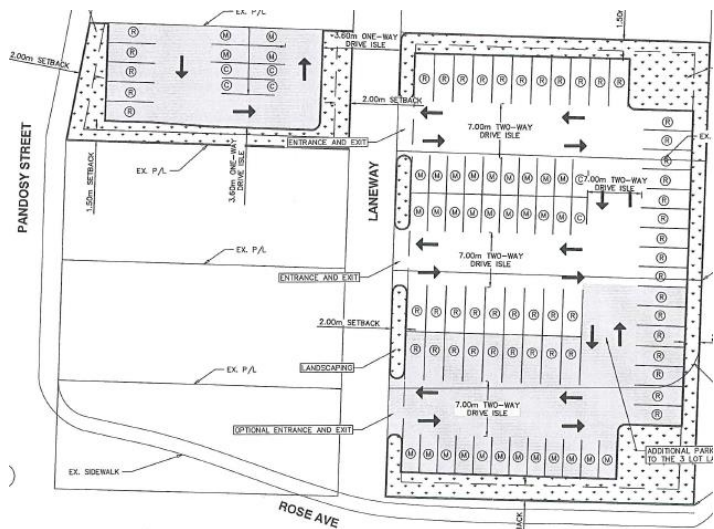
2.0 Purpose

To amend the Official Community Plan to change the Future Land Use designation and to rezone the subject properties to accommodate the proposed surface parking lot in support of the Kelowna General Hospital.

3.0 Community Planning

Community Planning Staff are supportive of the proposed Official Community Plan (OCP) Amendment and Rezoning application to develop a surface parking lot of the subject properties. The project is situated on the east side of Pandosy Street and along Speer Street. The OCP has designated this area as the Health District in order to accommodate hospital related uses.

The applicant is requesting an Official Community Plan amendment from HLTH – Health District to EDINST – Educational/ Major Institutional and rezoning from RU6 – Two Dwelling Housing to P1 - Major Institutional zone. It is important to note that KGH meets the current Zoning Bylaw minimum parking stall requirements, but fully understand there is a much greater demand for parking within easy proximity of the hospital. With the loss of an existing parking lot (62 stalls) for the proposed JoeAnna's House project, IHA is proposing to replace and add an additional 90 parking stalls on the subject properties.



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

4.0 Proposal

4.1 Background

Interior Health Authority has been working on a long-term plan to provide a parking structure on hospital property to address the growing parking needs. The location of the parking structure is yet to be established.

4.2 Project Description

The project includes five properties, with four parcels under IHA ownership and one by the City of Kelowna. The City of Kelowna is granting a 5-year lease of the parcel addressed as 2292 Speer Street. Surface parking will be developed on the four parcels along Speer Street and the existing at-grade parking at 2251 Pandosy will be extended to include 2269 Pandosy Street. The proposal includes a total of 90 surface parking stalls with landscape buffers of varying widths around the perimeter of the parking areas.

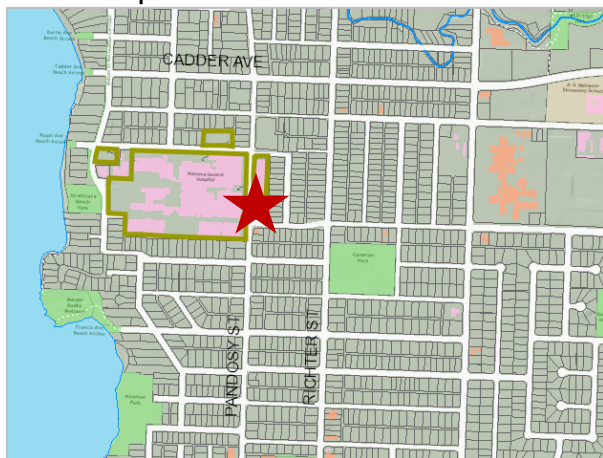
Should Council support the OCP Amendment and Rezoning applications, the parcels will be consolidated and become hooked to the main KGH parcel across Pandosy Street. A Development Permit application to address the landscape buffering will be a requirement for adoption of the current applications.

4.3 Site Context

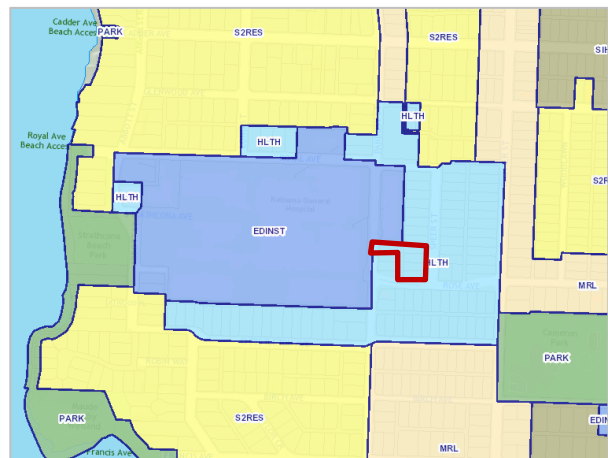
The subject properties are located along both Pandosy and Speer Streets between Royal and Rose Avenue. Specifically, adjacent land uses are as follows:

| Orientation | Zoning | Land Use |
|-------------|--|--------------------------------------|
| North | HD1 – Kelowna General Hospital RU6 – Two Dwelling Housing | Hospital Single Detached Dwelling |
| East | RU6 – Two Dwelling Housing | Single Detached Dwelling |
| South | RU6 – Two Dwelling Housing | Single Detached Dwelling |
| West | HD1 – Kelowna General Hospital RU6 – Two Dwelling Housing | Hospital Single Detached Dwelling |

Context Map:



Future Land Use:



Subject Property Map:**5.0 Current Development Policies****5.1 Kelowna Official Community Plan (OCP)****Development Process**

Health Care Facilities.¹ Support the extension of services and appropriate building expansions of the Kelowna General Hospital and other health care facilities, as provided for on the Generalized Future Land Use Map 4.1. The form and character of future expansions should be compatible with the surrounding neighbourhood context.

Evaluation Checklist.² Evaluate development applications that require an OCP amendment on the basis of the extent to which they comply with underlying OCP objectives, including the following:

- Does the proposed development respect the OCP Permanent Growth Boundary (OCP Map 4.1 and 5.2)? **Yes**
- Is the proposed development located in an Urban Centre? **No**
- Does the proposed development feature a mix of residential, employment, institutional, and/or recreational uses? **No**
- Does the proposed development increase the supply of affordable housing (as defined in the OCP)? **No**
- Is the property serviced with water and City sanitary sewer at the time of application? **Yes**
- Is there transit service within 400 metres of major multiple unit residential projects (30 + units) or other non-residential projects or major employment generators (50 + employees)? **Yes**
- Does the proposed project involve redevelopment of currently under-utilized, urbanized land? **No**
- Does the proposed development contribute to preserving lands with slopes greater than 30%? **N/A**

¹ City of Kelowna Official Community Plan, Policy 5.32.10 (Development Process Chapter).

² City of Kelowna Official Community Plan, Policy 5.39.1 (Development Process Chapter).

- Will the project likely facilitate future development on adjacent parcels that meets the policies of the OCP? **Yes**
- Does the project avoid negative impacts (shadowing, traffic etc.) on adjoining properties? **No**
- Is the project consistent with the height principles established in the OCP? **N/A**
- Would the additional density or new land use designation enhance the surrounding neighbourhood (i.e. Complete Communities) or introduce incompatible uses?
- Could the project be supported without over-burdening existing park and other neighbourhood resources? **Yes**

6.0 Technical Comments

6.1 Building & Permitting Department

- Demolition Permit(s) required for any existing structure(s)
- Full Plan check for Building Code related issues will be done at time of Building Permit applications. Permits are required for parking lots (civil work).

6.2 Development Engineering Department

- Refer to Schedule 'A' dated July 25, 2018

6.3 Fortis BC - Electric

- Please have customer call in prior to existing home demolition at both 2276 Speer St and 2268 Speer St to have service line and meter abandoned.

6.4 Fire Department

- No concerns.

7.0 Application Chronology

Date of Application Received: July 3, 2018

Date Public Consultation Completed: July 31, 2018

Report prepared by: Lydia Korolchuk, Planner

Reviewed by: Terry Barton, Urban Planning Manager

Approved for Inclusion by: Ryan Smith, Community Planning Department Manager

Attachments:

Attachment A: Development Engineering Memorandum
Site Plan

CITY OF KELOWNA
MEMORANDUM

ATTACHMENT A

This forms part of application

OCP18-0017

Z18-0077

Planner
Initials

LK



Date: July 25, 2018

File No.: Z18-0077

To: Community Planning (LK)

From: Development Engineering Manager (JK)

Subject: 2251-2312 & 2269 Pandosy 2268-2284 Speer St. RU6 to P1

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

.1) General

- a) Where there is a possibility of a high water table or surcharging of storm drains during major storm events, non-basement buildings may be required. This must be determined by the engineer and detailed on the Lot Grading Plan required in the drainage section.
- b) Provide easements as may be required.

.2) Road Dedication and Subdivision Requirements

- a) Lot consolidation of Properties 2251-2312 & 2269 Pandosy & 2268-2284 Speer St. must be completed.
- b) Access to the development should be via laneway.
- c) Dedicate 1.45m width along the east side of the laneway to achieve a 7.6m commercial lane width.

.3) Geotechnical Study.

- (a) Provide a geotechnical report prepared by a Professional Engineer competent in the field of hydro-geotechnical engineering to address the items below: NOTE: The City is relying on the Geotechnical Engineer's report to prevent any damage to property and/or injury to persons from occurring as a result of problems with soil slippage or soil instability related to this proposed subdivision. The Geotechnical reports must be submitted to the Development Services Department for distribution to the Development Engineering Branch and Inspection Services Division prior to submission of Engineering drawings or application for subdivision approval:

- i. Area ground water characteristics, including any springs and overland surface drainage courses traversing the property. Identify any monitoring required.
- ii. Site suitability for development.
- iii. Site soil characteristics (i.e. fill areas, sulphate content, unsuitable soils such as organic material, etc.).
- iv. Any special requirements for construction of roads, utilities and building structures.
- v. Recommendations for items that should be included in a Restrictive Covenant.
- vi. Recommendations for roof drains, perimeter drains and septic tank effluent on the site.
- vii. Any items required in other sections of this document.

Additional geotechnical survey may be necessary for building foundations, etc

.4) Water

- a) The properties are located within the City of Kelowna water service area. The properties with existing water services will need to be decommissioned. These properties are:
 - i) 2268 Speer St – Water service to be decommissioned at the main
 - ii) 2276 Speer St – Water service to be decommissioned at the main
 - iii) 2269 Pandosy Ave – Water service to be decommissioned at the main

.5) Sanitary Sewer

- a) The properties are located within the City of Kelowna sanitary service area. The properties with existing sanitary services will need to be decommissioned. These properties are:
 - i) 2268 Speer St – Sanitary service to be decommissioned at the main
 - ii) 2276 Speer St – Sanitary service to be decommissioned at the main
 - iii) 2284 Speer St – Sanitary service to be decommissioned at the main
 - iv) 2269 Pandosy Ave – Sanitary service to be decommissioned at the main

.6) Drainage

- a) The developer must engage a consulting civil engineer to provide a storm water management plan for the site, which meets the requirements of the City Storm Water Management Policy and Design Manual. The storm water management plan must also include provision of lot grading plan, minimum basement elevation (MBE), if applicable, and provision of a storm drainage service for the development and / or recommendations for onsite drainage containment and disposal systems.

- b) It will be necessary for the developer to extend storm drainage facilities along the laneway to accommodate road drainage fronting the proposed development.
- c) Provide a detailed Stormwater Management Plan for this development as per the Subdivision, Development and Servicing Bylaw #7900.

.7) Roads

- a) Rose Ave fronting this development site is already fully urbanized and requires no further upgrades at this time.
- b) Speer St is designated an urban local road. Frontage improvements required include, separate sidewalk, landscaped boulevard complete with underground irrigation system, and street lights. Parallel parking only is permitted on Speer St.
- c) Laneway Fronting this development will be restricted to a right in and right out at the intersection of the lane and Rose Ave unless otherwise agreed upon with the City of Kelowna. The laneway will be constructed to a SS-R2 standard.
- d) Provide a Street Sign, Markings and Traffic Control Devices design drawing for review and costing.
- e) Landscaped boulevards, complete with underground irrigation design drawing as per bylaw, is required on Speer St.

.9) Power and Telecommunication Services and Street Lights

- a) All proposed distribution and service connections are to be installed underground. Existing distribution and service connections, on that portion of a road immediately adjacent to the site, are to be relocated and installed underground as the subject properties are within the "City Center Urban Center".
- b) Streetlights must be installed on all roads.
- c) Make servicing applications to the respective Power and Telecommunication utility companies. The utility companies are required to obtain the City's approval before commencing construction.
- d) Re-locate existing poles and utilities, where necessary. Remove aerial trespass (es).

.10) Design and Construction

- a) Design, construction supervision and inspection of all off-site civil works and site servicing must be performed by a Consulting Civil Engineer and all such work is subject to the approval of the City Engineer. Drawings must conform to City standards and requirements.
- b) Engineering drawing submissions are to be in accordance with the City's "Engineering Drawing Submission Requirements" Policy. Please note the number of sets and drawings required for submissions.

- c) Quality Control and Assurance Plans must be provided in accordance with the Subdivision, Development & Servicing Bylaw No. 7900 (refer to Part 5 and Schedule 3).
- d) A "Consulting Engineering Confirmation Letter" (City document 'C') must be completed prior to submission of any designs.
- e) Before any construction related to the requirements of this subdivision application commences, design drawings prepared by a professional engineer must be submitted to the City's Development Engineering Department. The design drawings must first be "Issued for Construction" by the City Engineer. On examination of design drawings, it may be determined that rights-of-way are required for current or future needs.

.11) Other Engineering Comments

- a) Provide all necessary Statutory Rights-of-Way for any utility corridors required, including those on proposed or existing City Lands, and for public access to Vaughan Ave via the proposed lane.
- b) If any road dedication affects lands encumbered by a Utility right-of-way (such as Terasen, etc.) please obtain the approval of the utility prior to application for final subdivision approval. Any works required by the utility as a consequence of the road dedication must be incorporated in the construction drawings submitted to the City's Development Manager.

.12) Servicing Agreements for Works and Services

- b) A Servicing Agreement is required for all works and services on City lands in accordance with the Subdivision, Development & Servicing Bylaw No. 7900. The applicant's Engineer, prior to preparation of Servicing Agreements, must provide adequate drawings and estimates for the required works. The Servicing Agreement must be in the form as described in Schedule 2 of the bylaw.
- c) Part 3, "Security for Works and Services", of the Bylaw, describes the Bonding and Insurance requirements of the Owner. The liability limit is not to be less than \$5,000,000 and the City is to be named on the insurance policy as an additional insured.

.13) Charges and Fees

- a) Development Cost Charges (DCC's) are payable
- b) Fees per the "Development Application Fees Bylaw" include:
 - i) Street/Traffic Sign Fees: at cost if required (to be determined after design).
 - ii) Survey Monument, Replacement Fee: \$1,200.00 (GST exempt) – only if disturbed.
 - iii) Engineering and Inspection Fee: 3.5% of construction value (plus GST).



James Kay, P.Eng.

Development Engineering Manager

JA


CITY OF KELOWNA
MEMORANDUM

Date: July 25, 2018
File No.: OCP18-0017
To: Community Planning (LK)
From: Development Engineering Manager (JK)
Subject: 2251-2312 & 2269 Pandosy, 2268-2276 Speer St. HLTH - EDINST

The Development Engineering Branch comments and requirements regarding this OCP amendment application are as follows:

1. General

All the offsite infrastructure and services upgrades are addressed in the Rezoning Engineering Report under file Z18-0077.



James Kay, P. Eng.
Development Engineering Manager

JA

CITY OF KELOWNA

MEMORANDUM

Date: July 25, 2018
File No.: S18-0063
To: Community Planning Management (LK)
From: Development Engineering Manager (JK)
Subject: 2251-2312 & 2269 Pandosy, 2268-2276 Speer St.

The Development Engineering comments and requirements regarding this technical subdivision application to consolidate 5 parcels with the larger Kelowna General Hospital site are as follows:

1. General.

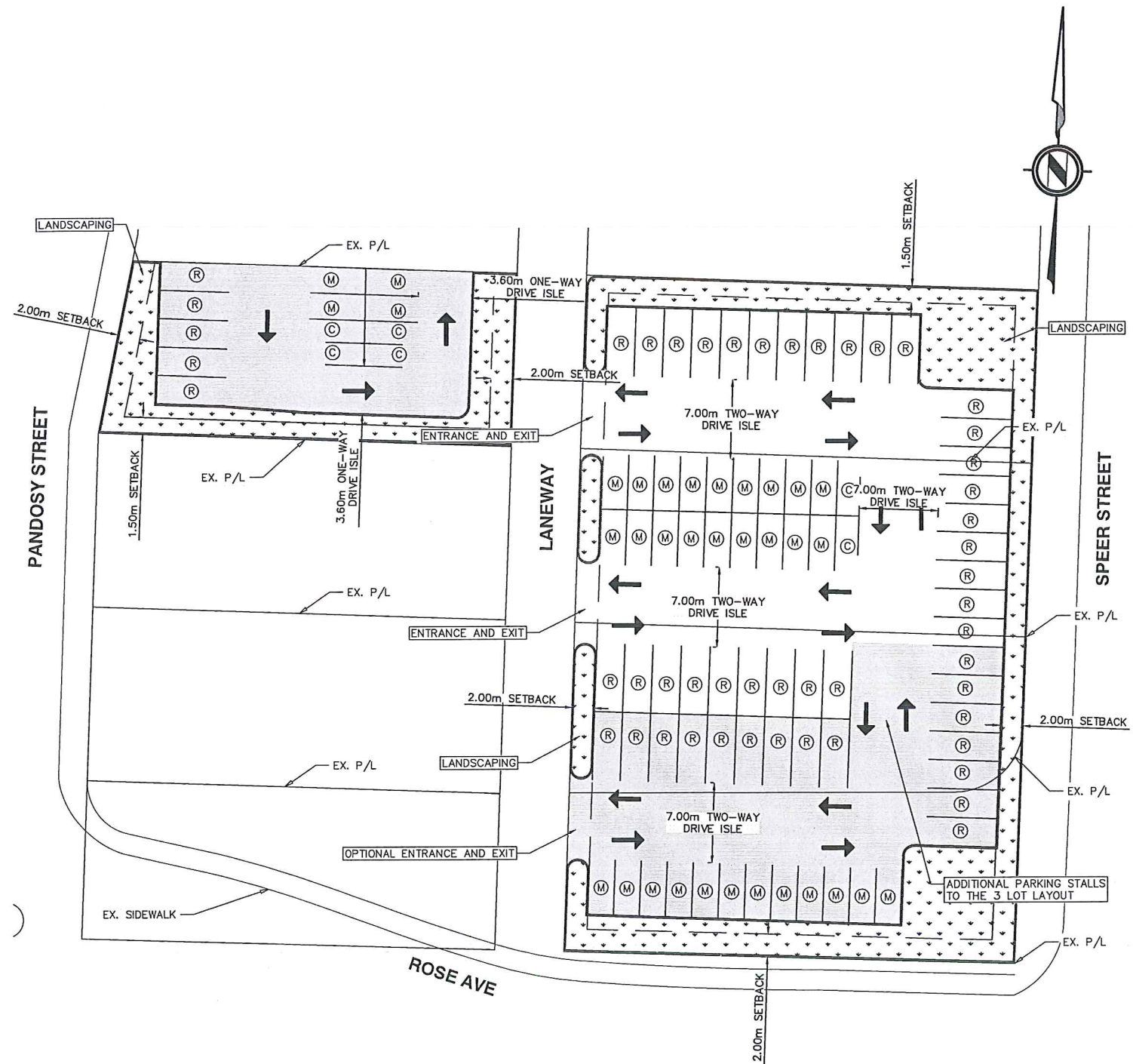
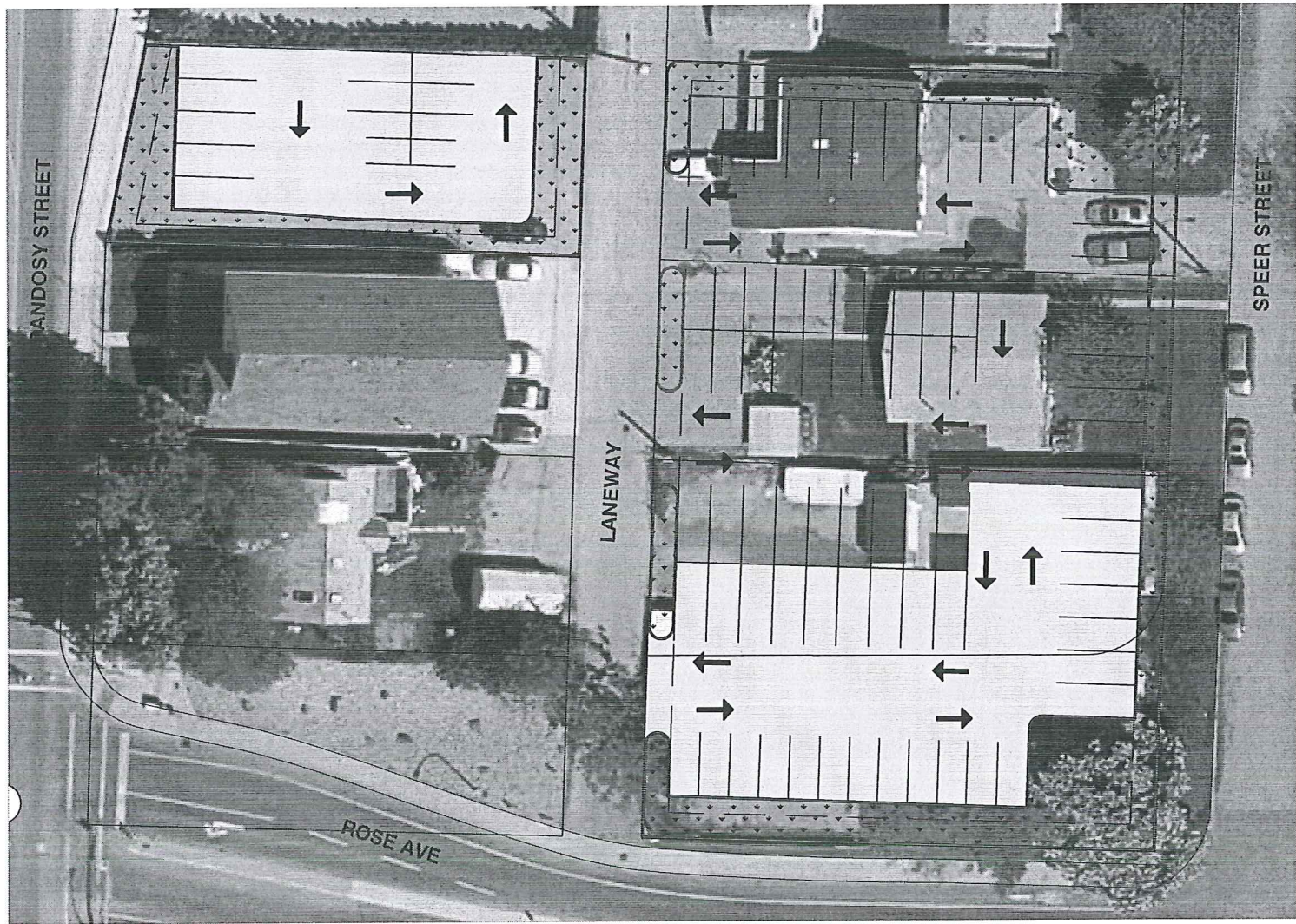
All the offsite infrastructure and services upgrades are addressed in the Development Engineering Report under the zoning permit application file number Z18-0077.



James Kay, P. Eng.
Development Engineering Manager

JA

NOTICE TO CONTRACTOR: IT IS THE RESPONSIBILITY OF THE CONTRACTOR'S SURVEYOR TO VERIFY THAT ALL LEGAL SURVEY DIMENSIONS SHOWN ON THE ENGINEERS DRAWINGS AGREE WITH THOSE ON THE REGISTERED LEGAL SURVEY PLAN. SHOULD THERE BE ANY DISCREPANCIES, THEN IMMEDIATELY NOTIFY THE ENGINEER OF RECORD.



STALLS

| | |
|---------------------------|-------------|
| TOTAL NEW STALLS: | 90 |
| NEW FULL SIZE STALLS (R): | 50 |
| FULL STALL SIZE: | 6.0m x 2.5m |
| NEW MEDIUM STALLS (M): | 34 |
| MEDIUM STALL SIZE: | 4.8m x 2.3m |
| NEW COMPACT STALLS (C): | 6 |
| MEDIUM STALL SIZE: | 3.4m x 2.0m |

STALL COMPARISON

| | |
|-----------------------------|----|
| TOTAL 90 DEGREE NEW STALLS: | 90 |
| TOTAL 60 DEGREE NEW STALLS: | 75 |
| TOTAL 45 DEGREE NEW STALLS: | 79 |

The location of existing underground utilities are shown in an approximate way only & have not been independently verified by the owner or its representative. The contractor shall determine the exact location of all existing utilities before commencing work and agree to be fully responsible for any and all damages which might be occasioned by the contractor's failure to erectty locate and preserve any and all underground utilities.

LEGAL DESCRIPTION:

B.M. MONUMENT NO. ELEVATION:

NAD 83

INSERTION BASE POINT= 300,000 , 5,500,000

Locations and offsets of existing utilities shown on this plan are not guaranteed to be accurate and must be verified in the field PRIOR TO CONSTRUCTION. The City of Kelowna does not guarantee their accuracy. Concerned persons should not rely on these documents and should verify all information shown by way of site survey and other appropriate methods. The City of Kelowna accepts no liability for use of these files or information.

LEGEND

WATER
SAN. SEWER
STORM SEWER
GAS
U/G TELEPHONE
U/G ELECTRICAL

LEGEND

NEW PAVEMENT
ASPHALT REPLACEMENT
MILL AND OVERLAY



APLIN MARTIN
ENGINEERING ARCHITECTURE PLANNING SURVEYING

454 Leon Avenue, Kelowna, B.C. Canada V1Y 6J3
Tel: (250) 448-0157, Fax: (778) 436-2312, Email: general@aplinmartin.com

| | | | | |
|-----|----------|----|------------------------|-------|
| NO. | YY/MM/DD | BY | REVISION | CH'KD |
| 0 | 18/06/27 | HH | ISSUED FOR INFORMATION | BR |

| | |
|---|---------------------------|
| BASE | DESIGN |
| XXX | XXX |
| APPROVED | XXX |
| DATE | |
| SCALE | HORIZ. 1:250 VERT. N/A |
| SCALE NOT ACCURATE OVER LONG DISTANCES | |

THE CITY OF KELOWNA

DESIGN AND CONSTRUCTION
KGH SURFACE PARKING

90 PARKING LAYOUT PLAN 4 LOTS

DIVISION

DRAWING NO.

CITY DRAWING NO.
18-3015-034

REV NO.

112

CITY OF KELOWNA

BYLAW NO. 11662

Official Community Plan Amendment No. OCP18-0017 2268, 2276, 2284 and 2292 Speer Street and 2269 Pandosy Street

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:
 - a) Lot 17, District Lot 14, ODYD, Plan 413, located on Speer Street, Kelowna, B.C.,
 - b) Lot 16, District Lot 14, ODYD, Plan 413, located on Speer Street, Kelowna, B.C.,
 - c) Lot A, District Lot 14, ODYD, Plan EPP28861, located on Speer Street, Kelowna, B.C.,
 - d) Lot B, District Lot 14, ODYD, Plan EPP28861, located on Speer Street, Kelowna, B.C.,
and
 - e) Lot 10, District Lot 14, ODYD, Plan 413 Except the Westerly 10 Feet Thereof Except Plan EPP53192, located on Speer Street, Kelowna, B.C.

from the HLTH – Health District designation to the EDINST – Educational/Major Institutional designation;

2. This bylaw shall come into full force and effect and is binding on all persons as and from the date of adoption.

Read a first time by the Municipal Council this

Considered at a Public Hearing on the

Read a second and third time by the Municipal Council this

Adopted by the Municipal Council of the City of Kelowna this

Mayor

City Clerk

CITY OF KELOWNA

BYLAW NO. 11663

Z18-0077

2268, 2276, 2284 and 2292 Speer Street and 2269 Pandosy Street

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:
 - a) Lot 17, District Lot 14, ODYD, Plan 413, located on Speer Street, Kelowna, B.C.,
 - b) Lot 16, District Lot 14, ODYD, Plan 413, located on Speer Street, Kelowna, B.C.,
 - c) Lot A, District Lot 14, ODYD, Plan EPP28861, located on Speer Street, Kelowna, B.C.,
 - d) Lot B, District Lot 14, ODYD, Plan EPP28861, located on Speer Street, Kelowna, B.C.,
and
 - e) Lot 10, District Lot 14, ODYD, Plan 413 Except the Westerly 10 Feet Thereof Except Plan EPP53192, located on Speer Street, Kelowna, B.C.

from the RU6 – Two Dwelling Housing zone to the P1 – Major Institutional zone.

2. This bylaw shall come into full force and effect and is binding on all persons as and from the date of adoption.

Read a first time by the Municipal Council this

Considered at a Public Hearing on the

Read a second and third time by the Municipal Council this

Adopted by the Municipal Council of the City of Kelowna this

Mayor

City Clerk

REPORT TO COUNCIL



Date: August 13, 2018

RIM No. 0940-00

To: City Manager

From: Community Planning Department (TA)

Application: DP18-0157
Owner: City of Kelowna
The Owners Strata EPS3994

Address: 460 Doyle Avenue
Applicant: Kelsey Helm

Subject: Development Permit

Existing OCP Designation: MXR – Mixed Use (Residential/Commercial)

Existing Zone: C7 – Central Business Commercial

Development Permit Area Civic Precinct Development Permit Area

1.0 Recommendation

THAT Council authorizes the issuance of Development Permit No. DP18-0157 for Lot 1, DL 139, ODYD, Plan EPP44677, except Air Space Plan EPP44678, located at 460 Doyle Ave, Kelowna, BC subject to the following:

1. The location of signs to be constructed on the building be in accordance with Schedule "A,"
2. The exterior design, finish, and size of signs to be constructed on the building be in accordance with Schedule "B";

AND FURTHER THAT this Development Permit is valid for two (2) years from the date of Council approval, with no opportunity to extend.

2.0 Purpose

To consider a Development Permit for a Comprehensive Sign Plan for the Okanagan Innovation Centre.

3.0 Community Planning

The purpose of the Development Permit for the Comprehensive Sign Plan is to guide the design of signage on the Okanagan Innovation Centre for current and future tenants. Community Planning supports the Development Permit for the Comprehensive Sign Plan as the scale, materials, number of signs, and lighting

is appropriate for the design of the Innovation Centre; and there are no variances requested. Should Council adopt the Development Permit, the tenants may apply for building permits for their signage.

The types of signs proposed for the building are fascia signs, canopy signs, an entry sign (address), and an identification sign for the building. The locations of signs are outlined in Schedule "A" attached to this Report, and design is outlined in Schedule "B". The identification sign is located prominently on the corner of the building façade in silver pinned aluminum that is 60cm (24") in height.



Figure 1: South Elevation showing Identification Sign on Corner

The canopy and fascia signs are located on the first level above the entryways to individual tenant spaces. There is a total of 8 tenant signs proposed to be located on the west, south, and east sides of the building. Canopy signs are proposed to be mounted on top of the glass and metal canopies at a height of 30cm (12") and will be finished with brushed silver aluminum or as face-lit channel letters similar to the Blenz Coffee sign that is currently located on the east side of the building. Fascia signs are proposed to be slightly larger with a height of 38cm (15") and will be finished the same way. One entry sign will be provided above the Doyle Avenue entrance that identifies the address of the building in brushed aluminum. There are no variances to any signs contemplated at this time.



Figure 2: Examples of Typical Tenant Signs

4.0 Proposal

4.1 Background

The Okanagan Innovation Centre completed construction in 2017 through a public private partnership, where the City has leased the land to the Innovation Centre on a long term lease. The purpose of the Innovation Centre is to provide space for business related to the innovation and technology sector to operate and connect. Some typical uses include office, retail, food primary, finance, and personal service establishments. Some of the existing business include Blenz Coffee, Glow Juicery, MODO, Bank of Development Canada, Perch Café, Accelerate Okanagan, and Solstice Yoga. There is also a public component to the Innovation Centre that includes a public theatre, and a public gathering space on the rooftop of the centre.

In 2017, the representative for the Okanagan Innovation Centre applied for a sign variance for the Bank of Development Canada sign which was over height and located on a floor other than the business operated on. Council defeated the application, and requested that the applicant apply for a Comprehensive Sign Plan that would show the proposed signage for the whole building rather than applications for individual signs. The applicant has applied for the Comprehensive Sign Plan, and has adjusted the size of the Bank of Development Canada sign so that it no longer requires a variance.

4.2 Site Context

The subject property is located on the corner of Doyle Avenue and Ellis Street across from the Memorial Arena and the residential complex known as "The Madison".

Specifically, adjacent land uses are as follows:

| Orientation | Zoning | Land Use |
|-------------|----------------------------------|----------------------------------|
| North | C7 – Central Business Commercial | Kelowna Public Library |
| East | C7 – Central Business Commercial | Mixed-use Residential/Commercial |
| South | P1 – Major Institutional | Memorial Arena |
| West | P1 – Major Institutional | RCMP Detachment (previous) |

Subject Property Map: 460 Doyle Avenue



5.0 Current Development Policies

5.1 Kelowna Official Community Plan (OCP)

Civic Precinct Design Guidelines

Policy 1.2.5: Signage

- Box signs are strongly discouraged.
- Incorporate concise messaging and simple graphics into signage. Corporate and store logos are appropriate only if they form part of an overall sign design, and are suitably scaled to the facade composition.

6.o Application Chronology

Date of Application Received: July 11, 2018
Date Public Consultation Completed: n/a

Report prepared by: Trisa Atwood, Planner II
Reviewed by: Terry Barton, Urban Planning Manager
Approved for Inclusion: Ryan Smith, Community Planning Department Manager

Attachments:

DRAFT Development Permit No. DP18-0157
Schedule "A": Location of Signs
Schedule "B": Design, Finish, and Size of Signs

DEVELOPMENT PERMIT



APPROVED ISSUANCE OF DEVELOPMENT PERMIT NO. DP18-0157

Issued To: City of Kelowna; The Owners Strata EPS3994
Site Address: 460 Doyle Avenue
Legal Description: Lot 1, DL 139, ODYD, Plan EPP44677, except Air Space Plan EPP44678
Zoning Classification: C7 – Central Business Commercial
Development Permit Area: Civic Precinct Comprehensive Development Permit Area

SCOPE OF APPROVAL

This Permit applies to and only to those lands within the Municipality as described above, and any and all buildings, structures and other development thereon.

This Permit is issued subject to compliance with all of the Bylaws of the Municipality applicable thereto, except as specifically varied or supplemented by this Permit, noted in the Terms and Conditions below.

The issuance of a Permit limits the Permit Holder to be in strict compliance with regulations of the Zoning Bylaw and all other Bylaws unless specific Variances have been authorized by the Permit. No implied Variances from bylaw provisions shall be granted by virtue of drawing notations that are inconsistent with bylaw provisions and that may not have been identified as required Variances by the applicant or Municipal staff.

1. TERMS AND CONDITIONS

THAT Council authorizes the issuance of Development Permit No. DP18-0157 for Lot 1, DL 139, ODYD, Plan EPP44677, except Air Space Plan EPP44678, located at 460 Doyle Ave, Kelowna, BC subject to the following:

1. The location of signs to be constructed on the building be in accordance with Schedule "A,"
2. The exterior design, finish, and size of signs to be constructed on the building be in accordance with Schedule "B";

AND FURTHER THAT this Development Permit is valid for two (2) years from the date of Council approval, with no opportunity to extend.

2. PERFORMANCE SECURITY

None required.

3. DEVELOPMENT

The land described herein shall be developed strictly in accordance with the terms and conditions and provisions of this Permit and any plans and specifications attached to this Permit that shall form a part hereof.

If the Permit Holder does not commence the development permitted by this Permit within two years of the date of this Permit, this Permit shall lapse.

This Permit IS NOT a Building Permit.

4. INDEMNIFICATION

Upon commencement of the works authorized by this Permit the Developer covenants and agrees to save harmless and effectually indemnify the Municipality against:

- a) All actions and proceedings, costs, damages, expenses, claims, and demands whatsoever and by whomsoever brought, by reason of the Municipality said Permit.
- b) All costs, expenses, claims that may be incurred by the Municipality where the construction, engineering or other types of works as called for by the Permit results in damages to any property owned in whole or in part by the Municipality or which the Municipality by duty or custom is obliged, directly or indirectly in any way or to any degree, to construct, repair, or maintain.

5. APPROVALS

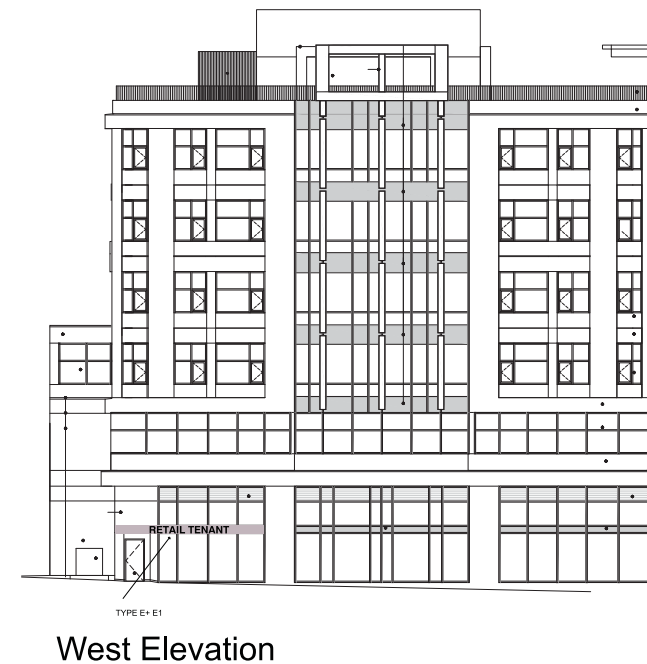
Issued and approved by Council on the 13th day of August, 2018.

Ryan Smith, Community Planning Department Manager
Community Planning & Real Estate

Date

**The PERMIT HOLDER is the CURRENT LAND OWNER.
Security shall ONLY be returned to the signatory of the
Landscape Agreement or his or her designates**

INNOVATION CENTRE KELOWNA - SIGNAGE GUIDELINES



SIGNAGE TYPE:

TYPE A: ENTRY SIGN

ADDRESS: 1/2" Thick silver scratch aluminum sign Standing up right on top of glass canopy.

TYPE B: BUILDING NAME

24" X 1/2" thick horizontal brushed silver pinned aluminum lettering. Stood off 1" from fascia.

TYPE C: RETAIL TENANT

12" X 1/2" Thick brushed silver aluminum dimensional lettering. Standing up right on top of glass canopy.

TYPE D: RETAIL TENANT

12" maximum height X 1/2" Thick brushed silver aluminum dimensional lettering. Standing up right on top of metal canopy.

TYPE D1: RETAIL TENANT

Face lit Channel Letters, 12" maximum height mounted on single standard Signcomp 5" narrow channel letter raceway. Standing up right on top of metal canopy.

TYPE E: RETAIL TENANT

15" X 1/2" Thick brushed silver pinned aluminum dimensional lettering. Stood off from fascia 1".

TYPE E1: RETAIL TENANT

Face lit Channel Letters, 15" maximum height mounted on single standard Signcomp 5" narrow channel letter raceway. Mounted directly to fascia.

SCHEDULE A

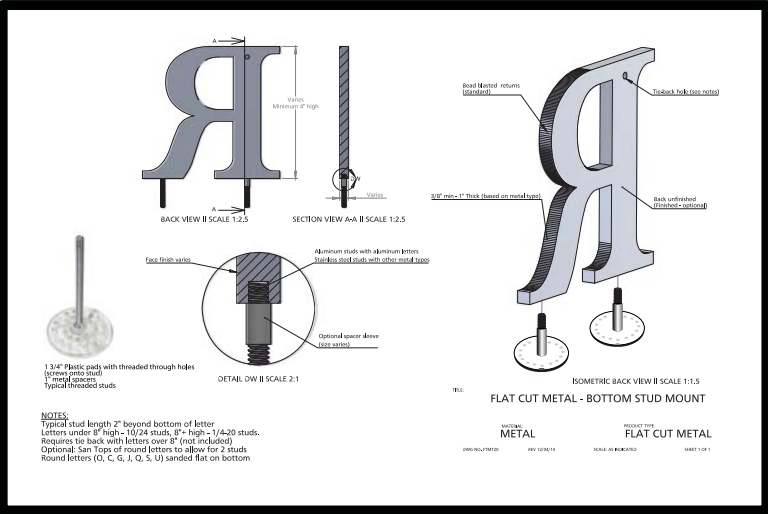
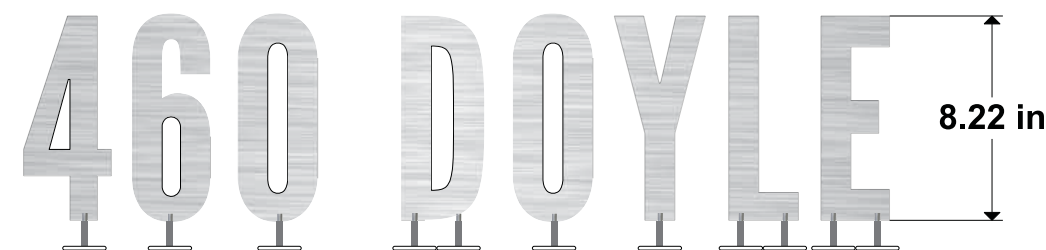
This forms part of application
DP14-0093-04

Planner
Initials TA



INNOVATION CENTRE KELOWNA - SIGNAGE GUIDELINES

TYPE A: ADDRESS SIGN EXISTING- Sign provided by owner



Signage Detail: Canopy Sign

8.25" MAXIMUM HEIGHT GLASS CANOPY MOUNTED ALUMINUM LETTERS

Cut from 1/2" thick aluminum. Horizontal brush with low gloss clear coat. Bottom stud mount.

Sign is standing upright and mounted to glass canopy

Clean surface with CRL Solvent Degreaser
Glue Studs to surface with CRL UV Adhesive.



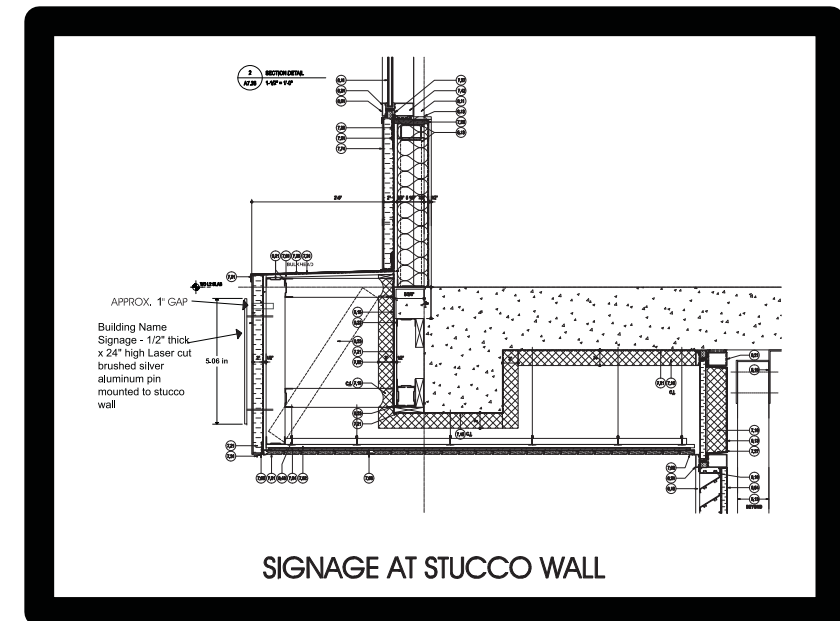
INNOVATION CENTRE KELOWNA - SIGNAGE GUIDELINES

SIGN TYPE B: BUILDING NAME level 2 - Sign provided by OWNER



Signage Detail: Facia Sign

24" Maximum height X 1/2" thick horizontal brushed silver pinned aluminum lettering. Stood off 1" from fascia.



INNOVATION CENTRE KELOWNA - SIGNAGE GUIDELINES

TYPE C: RETAIL TENANT level 1- Sign provided by tenant

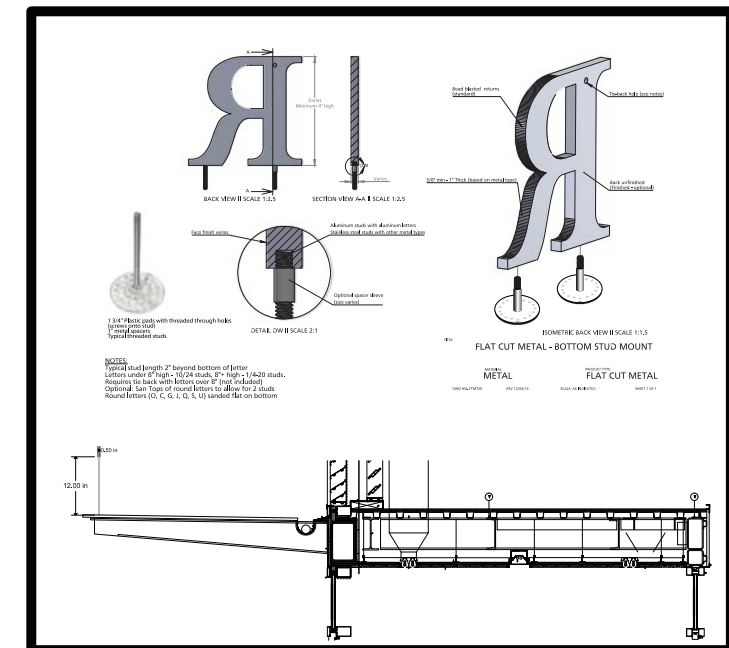
12.00 in RETAIL TENANT

Signage Detail: Canopy Sign

12" MAXIMUM HEIGHT FOR GLASS CANOPY
ALUMINUM LETTERS

Cut from 1/2" thick aluminum. Horizontal brush with low gloss clear coat. Bottom stud mount.
Sign is standing upright and mounted to glass canopy

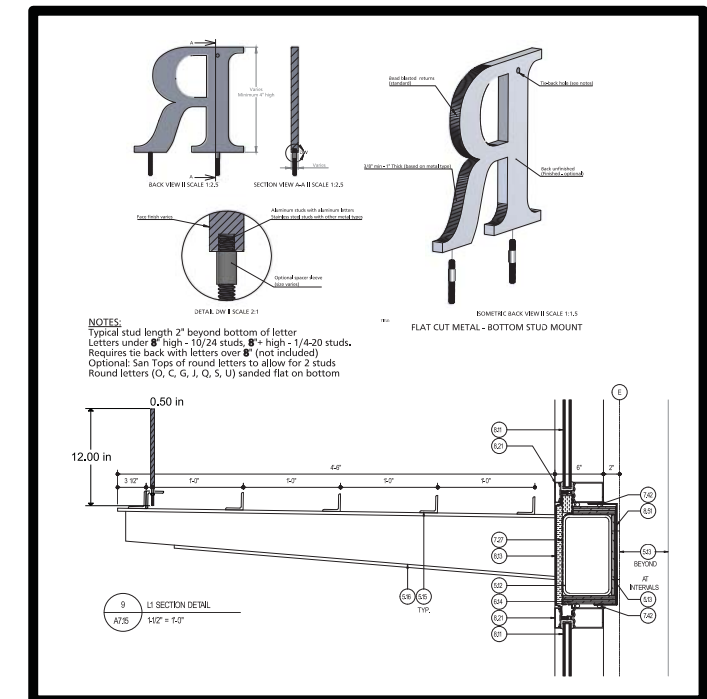
Clean surface with CRL Solvent Degreaser
Glue Studs to surface with CRL UV Adhesive.



INNOVATION CENTRE KELOWNA - SIGNAGE GUIDELINES

TYPE D: RETAIL TENANT level 1- Sign provided by tenant

12.00 in **RETAIL TENANT**



Signage Detail: Canopy Sign

12" MAXIMUM HEIGHT FOR CANOPY MOUNTED ALUMINUM LETTERS

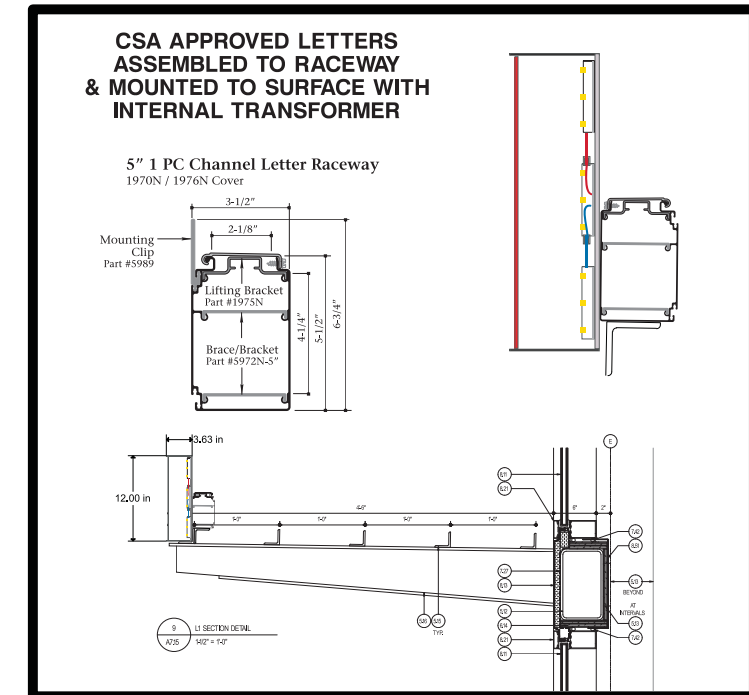
Cut from 1/2" thick aluminum. Horizontal brush with low gloss clear coat. Bottom stud mount. Standing upright and attached to angle on top of canopy.



INNOVATION CENTRE KELOWNA - SIGNAGE GUIDELINES

TYPE D1: RETAIL TENANT

level 1- Sign provided by tenant




Signage Detail: Canopy Sign

Face lit Channel Letters, 3 1/2" Deep
12" maximum height mounted
on single standard Signcomp
5" narrow channel letter raceway.
Standing upright and mounted on
to metal canopy.



Page 6

| | | |
|---|----|---|
| <h1>SCHEDULE B</h1> <p>This forms part of application</p> <p># <u>DP14-0093-04</u></p> | |  |
| Planner Initials | TA | |



City of Kelowna
COMMUNITY PLANNING

The logo for SignCraft features the company name in a bold, stylized, rounded font. The letters are white with a thick black outline and a grey drop shadow, giving it a 3D appearance. The logo is set against a red background that has a white horizontal stripe running through the middle.

INNOVATION CENTRE KELOWNA - SIGNAGE GUIDELINES

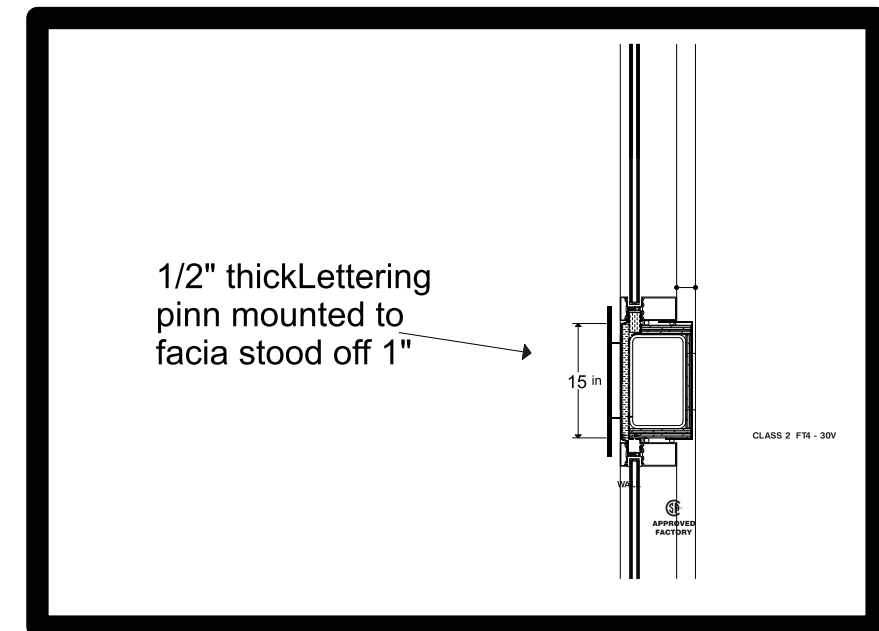
TYPE E: RETAIL TENANT level 1- Sign provided by tenant

RETAIL TENANT

Signage Detail: Facia Sign

15" Maximum height X 1/2" thick horizontal brushed silver pinned aluminum lettering.

Stood off 1" from fascia.



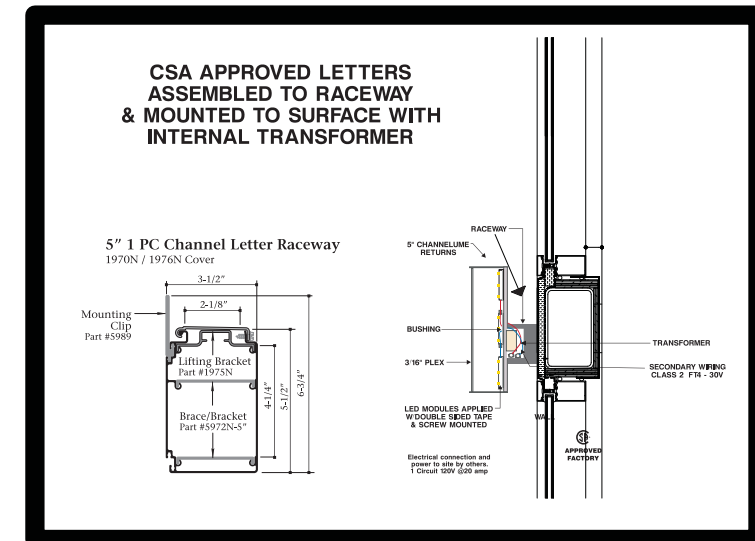
INNOVATION CENTRE KELOWNA - SIGNAGE GUIDELINES

TYPE E1 : RETAIL TENANT level 1- Sign provided by tenant

15.00 in RETAIL TENANT

Signage Detail: Facia Sign

Face lit Channel Letters, 3 1/2" Deep
15" maximum height mounted
on single standard Signcomp
5" narrow channel letter raceway. Mounted
to facia.



REPORT TO COUNCIL



Date: August 13, 2018

RIM No. 1250-30

To: City Manager

From: Community Planning Department (HB)

Application: OCP14-0027 and Z14-0059 **Owner:** 1074470 B.C. Ltd., Inc. No. BC1074470

Address: 505-525 Snowsell St N **Applicant:** Eric Huber

Subject: Rezoning Application Extension

Existing OCP Designation: Commercial

Existing Zone: C1-Local Commercial

Proposed Zone: C2-Neighbourhood Commercial

1.0 Recommendation

THAT in accordance with Development Applications Procedures Bylaw No. 10540, the deadline for the adoption of Official Community Plan Amending Bylaw No. 11105 and Rezoning Amending Bylaw No. 11106, be extended from July 14, 2018 to July 14, 2019;

AND THAT Council directs Staff to not accept any further extensions requests

2.0 Purpose

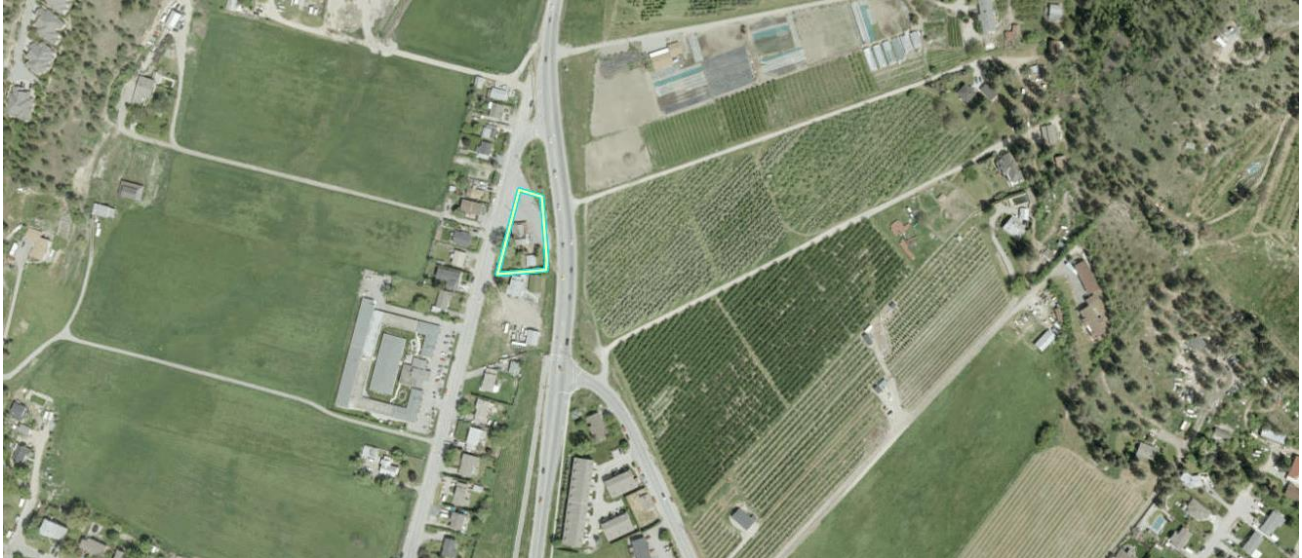
To extend the deadline for adoption of Official Community Plan Amending Bylaw No. 11105 and Rezoning Amending Bylaw No. 11106 to July 14, 2019.

3.0 Community Planning

Application to rezone the subject property was made on December 23, 2014, to allow for a new gas bar facility. Official Community Plan Amending Bylaw No. 11105 and Rezoning Amending Bylaw No. 11106 received second and third readings at a Regular meeting of Council held on Tuesday, July 14, 2015. Final adoption of the Official Community Plan and Zone Amending Bylaws is subject to the applicant continuing to address the site contamination issues related to the gas station that was previously in operation on the property, and has yet to obtain a "certificate of compliance" for the site from the Province. The additional extension will allow the applicant more time to sort out the outstanding issues associated with this subject property.

Staff are recommending that Council supports the extension deadline for adoption of the Official Community Plan Amending Bylaw No., 11105 and Rezoning Amending Bylaw No. 11106 for one (1) year to July 14, 2019.

Subject Property Map: 505-525 Snowsell St N



Report prepared by:

Heather Benmore, Urban Planning

Reviewed by:

Terry Barton, Urban Planning Manager

Approved for Inclusion:

Ryan Smith, Community Planning Department Manager

CITY OF KELOWNA
BYLAW NO. 11640
Z18-0032 – 526 Hawes Court

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

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

1. THAT City of Kelowna Zoning Bylaw No. 8000 be amended by changing the zoning classification of portions of Lot 2 Section 24, Township 28 SDYD Plan 33972 except Plan 35765, EPP25048 and EPP23906 located on Hawes Court, Kelowna, BC from the RU1H – Large Lot Housing (Hillside Area) zone and the RU2H – Medium Lot Housing (Hillside Area) zone to the RU6 Two Dwelling Housing zone 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 16th day of July, 2018.

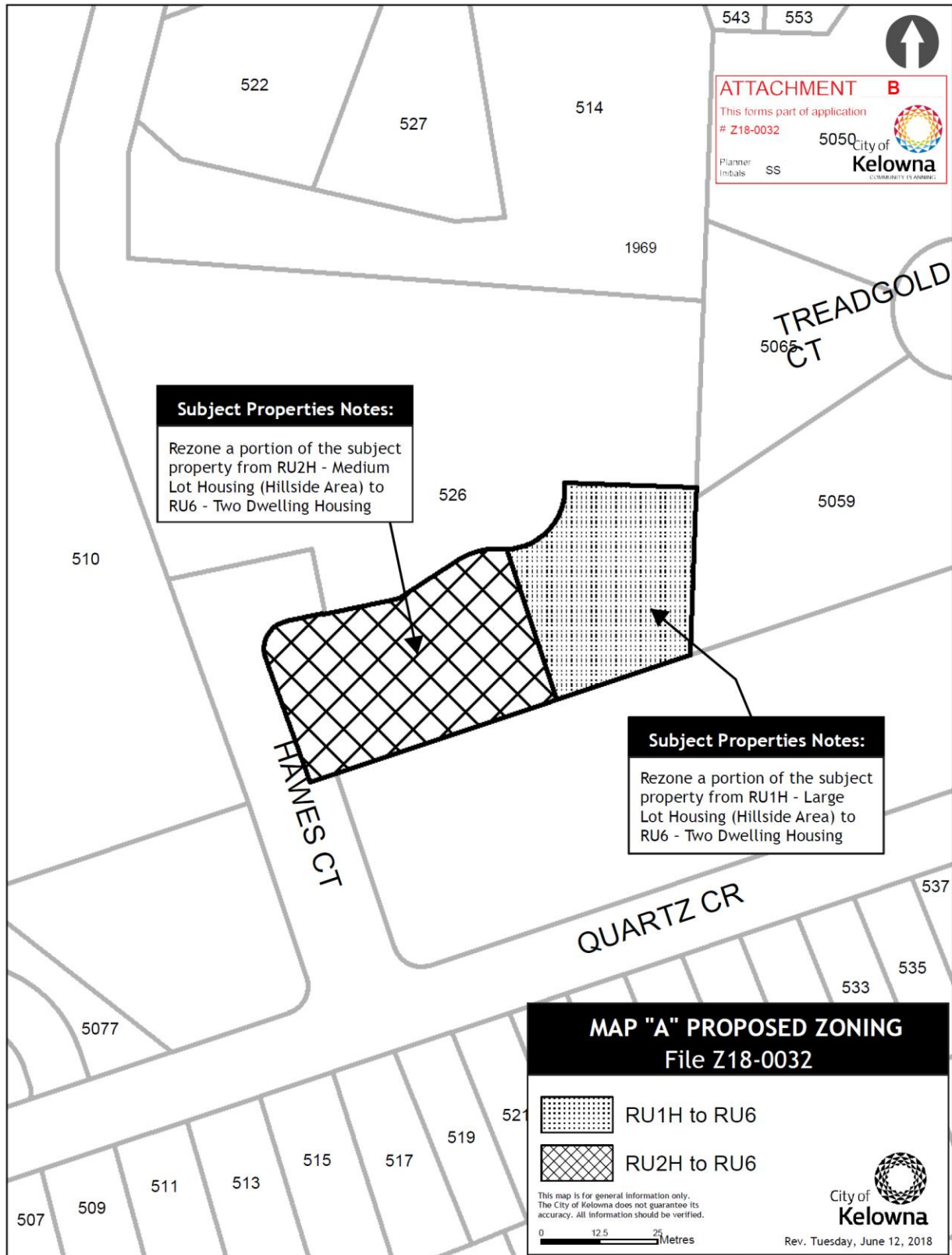
Considered at a Public Hearing on this 31st day of July, 2018.

Read a second and third time by the Municipal Council this 31st day of July, 2018.

Adopted by the Municipal Council of the City of Kelowna this

Mayor

City Clerk



Report to Council



Date: August 13, 2018

File: 1850-50

To: City Manager

From: Integrated Transportation Manager

Subject: Facts in Focus – The Congestion Paradox

Report Prepared by: C. Taylor-Noonan, Transportation Planner

Recommendation:

THAT Council receives, for information, the report from the Integrated Transportation Manager dated August 13, 2018, with respect to Facts in Focus – The Congestion Paradox

Purpose:

Building on the OCP Facts in Focus series, the Transportation Fact in Focus will relate to topic-based background papers on Our Kelowna as We Move, the City's new transportation master plan, the second Fact in Focus paper in titled The Congestion Paradox.

Background:

The Transportation Master Plan (TMP) process follows on the heels of the Imagine Kelowna strategic community vision. Furthermore, in response to common themes heard during public engagement for the Transportation Master Plan (TMP) vision and goals, staff have identified three topics for background papers to help promote an understanding of the key issues and opportunities in transportation. On July 30, 2018, staff launched the Facts in Focus papers for the TMP through a Council presentation on the potential for mass transit in Kelowna.

The second Facts in Focus paper, *The Congestion Paradox*, discusses the vision statement for *Our Kelowna as we Move*, the challenges of widening roads, and the costs of our transportation system. In addition to a traditional report, this paper will be published on the City website in "story map" form.

Story map: <http://apps.kelowna.ca/imagine/congestion/index.html>

In the fall, staff will present a third paper titled 'Principles for an Uncertain Future', which is an overview of trends and new technologies in transportation and how Kelowna can make the most out of new ways to get around.

Internal Circulation:

Active Transportation Coordinator
Communications Advisor
Department Manager, Infrastructure Operations
Department Manager, Policy & Planning
Divisional Director, Infrastructure
Infrastructure Administration Accountant
Manager, Community Engagement
Manager, Infrastructure Engineering
Manager, Long Range Planning
Manager, Strategic Transportation Planning
Manager, Transit and Programs
Manager, Transportation Engineering
Transportation Planning Engineer

Existing Policy:

OCP 7.6.1 – Transportation Infrastructure Priority. Transportation infrastructure will be funded, designed, constructed and maintained to meet the need of users and according to the following priority:

- i. Active Transportation (Walking and Cycling)
- ii. Transit
- iii. Movement of Goods & Services
- iv. High Occupancy Vehicles (HOVs)
- v. Single Occupancy Vehicles (SOVs)

OCP 7.7.2 – Ease of Movement. Ensure that pedestrians, bicyclists and transit users can move about pleasantly and conveniently and that they are not unduly impeded in their movements by provisions for enhanced automobile mobility.

OCP 7.7.3 – Congestion. Recognize and accept that a greater level of congestion will result from an increase in suburban growth and a reduced road construction program. The construction of active transportation corridors will one of the methods of providing alternatives to relieve this congestion.

Considerations not applicable to this report:

Alternate Recommendation
Communications Comments
Financial/Budgetary Considerations
Legal/Statutory Authority
Legal/Statutory Procedural Requirements
Personnel Implications
External Agency/Public Comments

Submitted by:

R. Villarreal, Integrated Transportation Manager

Approved for inclusion:



A. Newcombe, Divisional Director, Infrastructure

Attachment 1 - Facts in Focus - Congestion Paradox

Attachment 2 - The Congestion Paradox

cc: Deputy City Manager
Divisional Director, Community Planning & Strategic Investments
Divisional Director, Corporate Strategic Services
Divisional Director, Financial Services
Divisional Director, Infrastructure



FACTS IN FOCUS

Facts in Focus



2018

DID YOU KNOW?

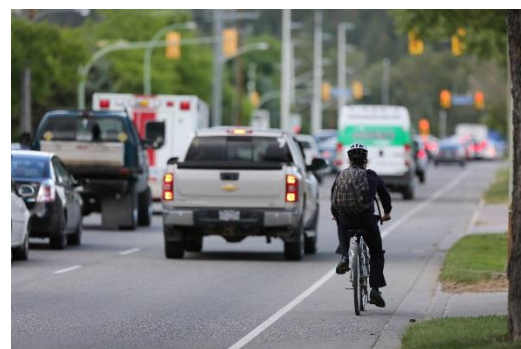
The Congestion Paradox

Driving is the default way most Kelowna residents get around. In fact, we collectively drive to the moon and back twice every weekday, own more vehicles per person than any other city in Canada, use an estimated 340,000 parking spaces to store them. This is comparable to the living space of all the homes in Kelowna.

As it stands right now, many Kelowna residents have reported through surveys that driving is the only viable option they have for getting around. They are also concerned about future growth, traffic congestion and its influence on their quality of life.

In response the City is developing *Our Kelowna as we Move*, the City's new Transportation Master Plan for the next 20 years. The Plan's initial phase included the development of vision and goals. While there was strong support for the direction of the plan, there were three feedback themes identified that this Facts in Focus will explore, including; the challenges of expanding roadways, the transportation budget, and the draft Transportation Master Plan vision.

We need to find ways to ease the impact of traffic congestion on our city's economy and quality of life. For many, choices are increasing, with new active transportation routes, transit and shared mobility services making travel easier. However, many of us travel mostly by car and the idea of expanding roads to reduce congestion can be attractive. This Facts in Focus explores the challenges with this approach.



Transportation was identified by 39% of respondents as important issue facing Kelowna in the 2017 Citizen Survey.

WHY NOT BUILD A BYPASS?

A bypass around Kelowna will not relieve congestion as only 10% of traffic on Highway 97 is passing through the city.

Most traffic is going to destinations along the highway. Half of all jobs are within 800m of Highway 97.

The Cost of Building More Roads

Through the Transportation Master Plan consultation some residents asked about the potential to make significant investments in new roadways to reduce congestion. While roadway investments will be part of any future balanced transportation plan for Kelowna, expanding roadways in an attempt to eliminate congestion has significant challenges and will likely not achieve its goals.

When a new road opens or an existing road is expanded, people adjust their routines and lifestyles over time; travelling more often and further than before. This rebound effect, called 'induced demand' by economists, can consume much of newly constructed capacity, reducing the benefits of roadway expansion projects.

Some cities have attempted to stay ahead of rising travel demand by continually investing in new roads, but Kelowna's geography makes this difficult. Steep hillsides, lakes and protected agricultural lands limit where roads can go along the edges of the city. In the core, where the majority of destinations are located, there is often little room to widen roads without buying land, tearing down homes, or disrupting local businesses.

The cost to widen a major road in the core has been estimated at \$26 million per kilometre. Significant tax increases or new sources of revenue would be required to undertake a large scale expansion the road network. Wider, faster roads would also negatively impact the core residential neighbourhoods that have the highest potential to move people more sustainably.

Building more roads may ease the pressure for a short time, but will also make Kelowna a less attractive, and healthy place to live in the future.

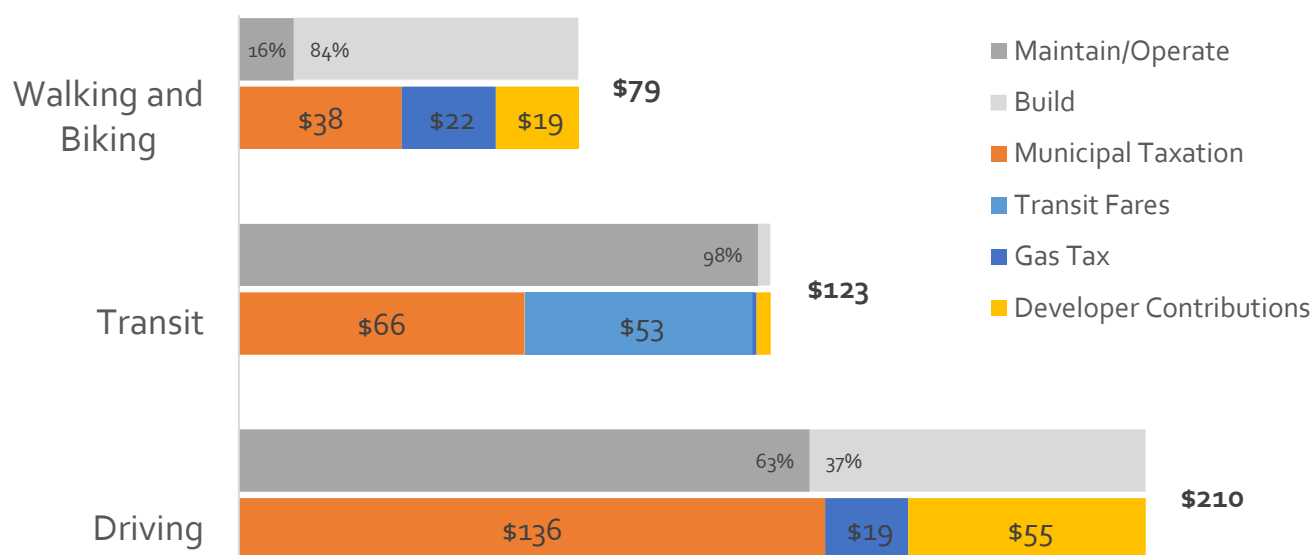


The Budget for Transportation

Transportation Master Plan engagement feedback included questions on what sources of funding are used for transportation and what types of projects that money is spent on. Since the makeup of projects changes each year, the snapshot of transportation funding and spending presented below is over a 10-year timeframe, consistent with the City's 2018 Financial Plan and current 10-Year Capital Plan.

Every year the City spends approximately \$40 million dollars on transportation. This includes items such as the construction and operation of roads, sidewalks, street lights, bike paths, and public transit. It is paid through a mixture of property taxes, developer contributions, transit fares, and grants. Spending by senior government agencies like BC Transit or the Ministry of Transportation and Infrastructure is not included.

Budgeted Municipal Spending (Millions), 2018-2027



The City receives roughly \$5 million in fuel taxes from the federal government each year, which is equal to about one-fifth of our annual spending on roads. The rest of the funding comes from property taxes and development contributions.

Investments to support walking, cycling and transit make up a little less than half of expenditures with the remainder of funding going towards the road network. This reflects the City's existing goals to increase the viability of sustainable and active transportation travel options and provide basic walking and cycling infrastructure in parts of the City where they are absent.

Nearly two-thirds of spending on roads is for operating and maintenance. This number is expected to rise over time as our road infrastructure ages. The remaining portion, roughly \$80 million, is allocated for building new road infrastructure.

Through the upcoming Transportation Master Plan, we will need to consider what projects, programs and policies will be prioritized and funded. Where we spend our limited resources will be an important conversation within the Transportation Master Plan process.

OUR KELOWNA AS WE MOVE – DRAFT VISION STATEMENT

“Kelowna will be a city with vibrant urban centres where people and places are conveniently connected by diverse transportation options that help us transition from our car-centric culture.”

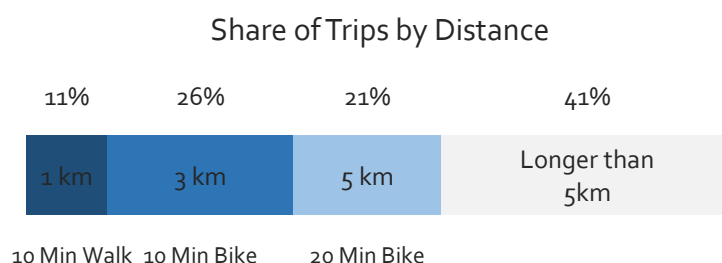
Transportation Master Plan Vision

During the first phase of public consultation for the Transportation Master Plan, Kelowna residents were asked for their input on the vision statement. Of more than 500 responses; two-thirds supported the vision. However, amongst those who opposed the statement, some were concerned about the term “car-centric culture” seeking clarification of what was meant by the term.

Shifting away from our car-centric culture does not mean banning cars. Cars and trucks will always have an important role in daily life in Kelowna. Many trips will always be more convenient in a personal vehicle. As well, people living in some neighbourhoods, especially on the edges of the city, will continue to depend on private vehicles for most of their travel.

However, accommodating all our future travel by car is unrealistic and we will need to shift, over time, to other travel options for some trips. Fortunately, most trips Kelowna residents make are less than five kilometres – short enough to walk or bike. For longer trips, transit can be a viable alternative to driving, depending on destinations, routes, and schedules.

Transitioning from our car-centric culture means giving more choices to as many people as possible, so that driving does not always have to be the default option. Not everyone has to make the switch in order for everyone to benefit from less congestion. A small decrease in traffic volumes on busy roads can lead to a bigger decrease in travel time.



Next Steps

The vision of *Our Kelowna as we Move* is to make it easy for more people to choose more active, healthier and sustainable travel options, and as a consequence, drive less. It is a vision that recognizes that changes to how we move are required to accommodate future growth in our community in a way that enhances our quality of life. The development of a balanced transportation system will involve improving our streets, however, building our way out of congestion is not possible. In long run, we will have as much traffic as we build room for. Giving people more convenient choices to get around is the only way to solve the congestion paradox.

The next phase of *Our Kelowna as we Move* will look at existing and projected future conditions, as well as land use scenarios being proposed through the Official Community Plan Update and their impact on the transportation network. For more information about public engagement and to stay up to date on the process, visit kelowna.ca/imagenext.



2-WAY
LEFT
TURN
LANE

BEGIN



The Congestion Paradox

August 13th, 2018



Transportation Master Plan Facts in Focus Series



Transportation Master Plan Phase 1 Consultation

Responding to themes heard in feedback during the
TMP Phase 1 engagement;

- ▶ The Cost of Widening Roads
- ▶ The Budget for Transportation
- ▶ What Does 'Car-Centric Culture' Mean?

The Cost of Widening Roads

- ▶ If we do not find ways to reduce the impact of congestion, our economy and quality of life will suffer



The Cost of Widening Roads



- ▶ Kelowna's road network is shaped by its context.
- ▶ Roadways on the edges of the City are constrained by topography, water and agricultural lands.
- ▶ Roadways in the core are constrained by existing neighbourhoods and businesses.

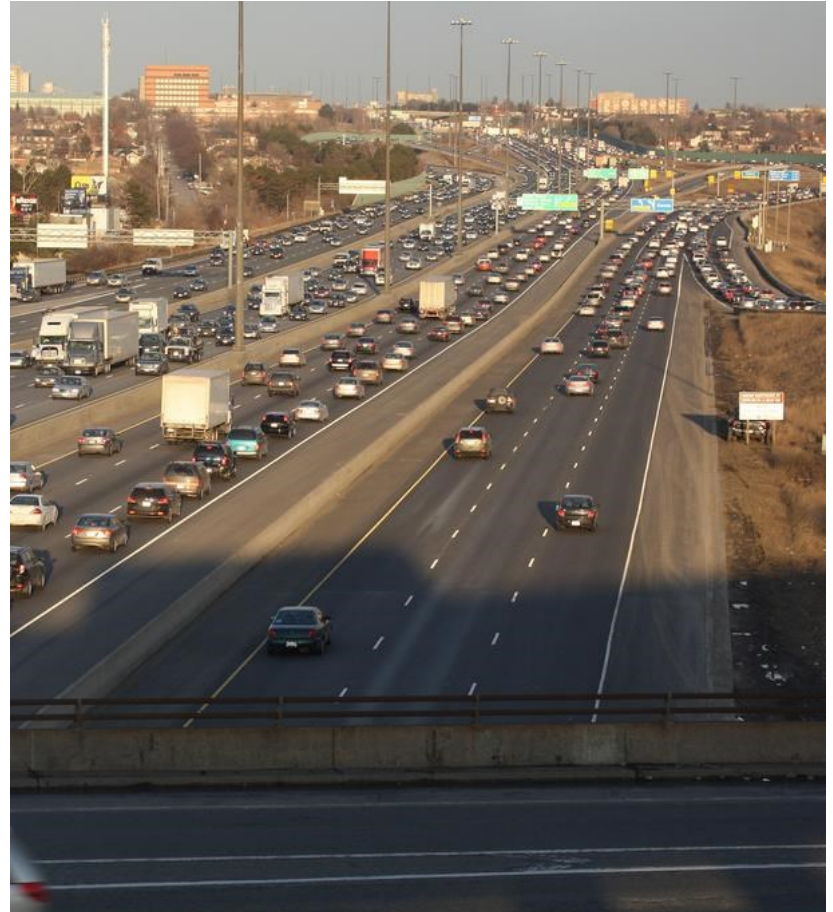
The Cost of Widening Roads



- ▶ The estimated cost to widen a major road in the core is \$26m per kilometre
- ▶ Space in the core of the city is limited

The Congestion Paradox

- ▶ When roads are expanded, people adjust their routines
- ▶ Driving faster allows people to live further, shaping development patterns.
- ▶ This rebound effect occurs even without population growth



The 401 – Danielle Scott

Building more roads may ease the pressure for a time, but will also make Kelowna a less safe, attractive, and healthy place to live.

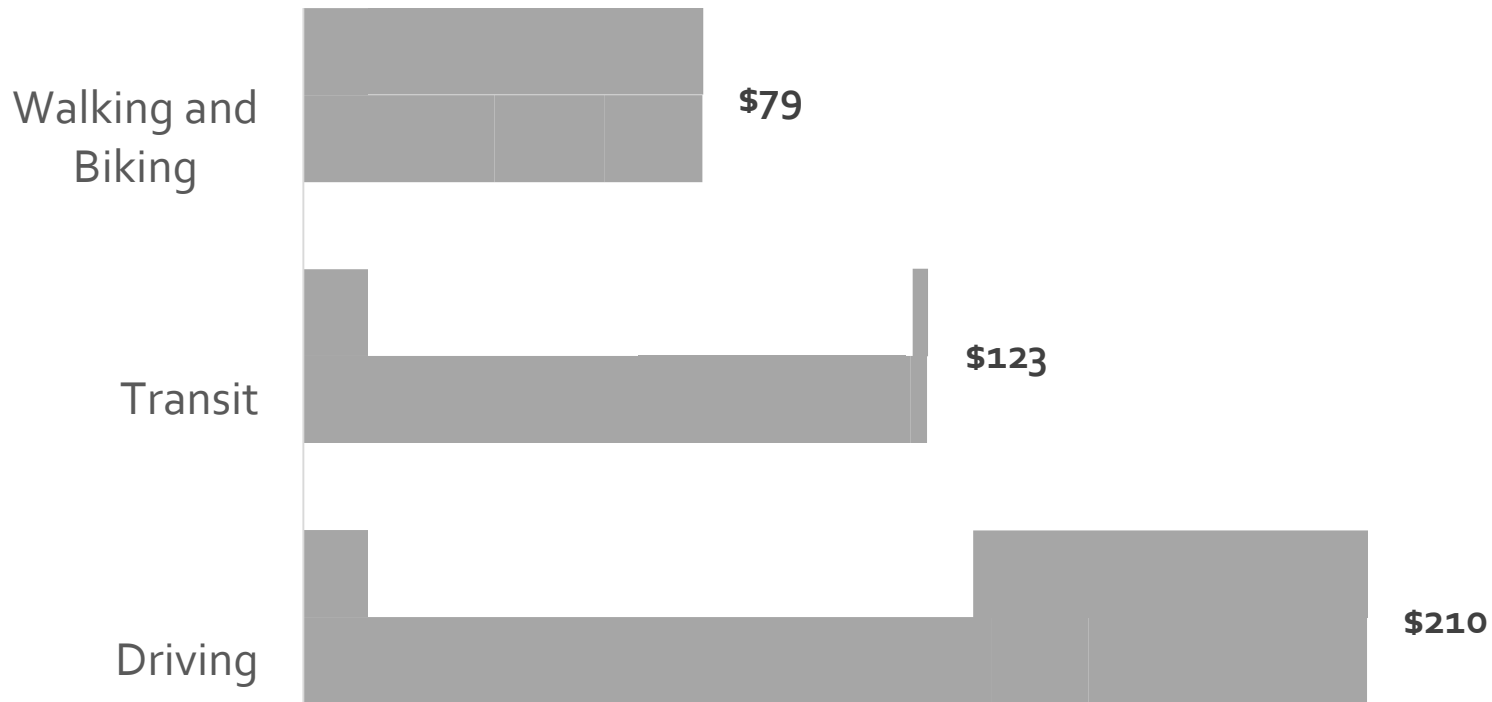


Metro ATL Pedestrians – Stephen Lee David



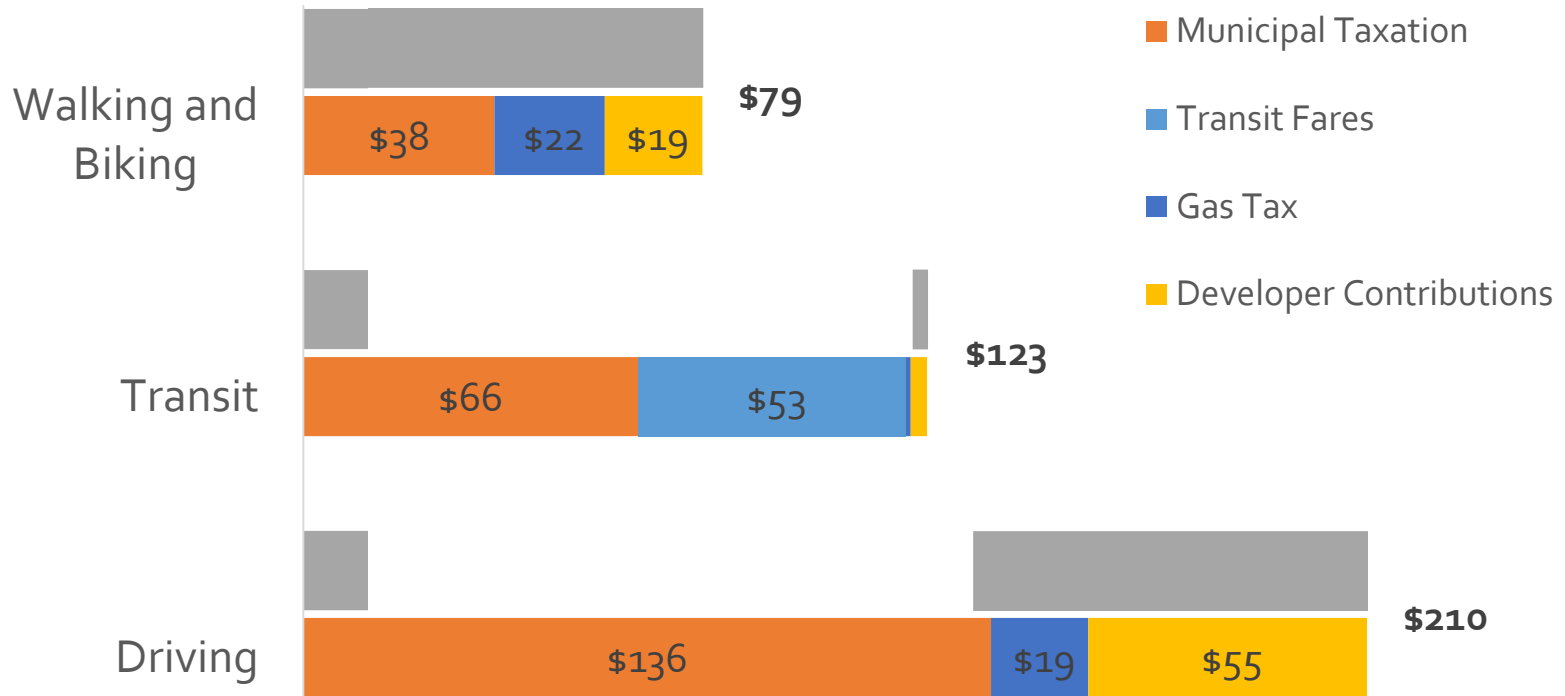
The Budget for Transportation

Budgeted Municipal Spending (Millions), 2018-2027



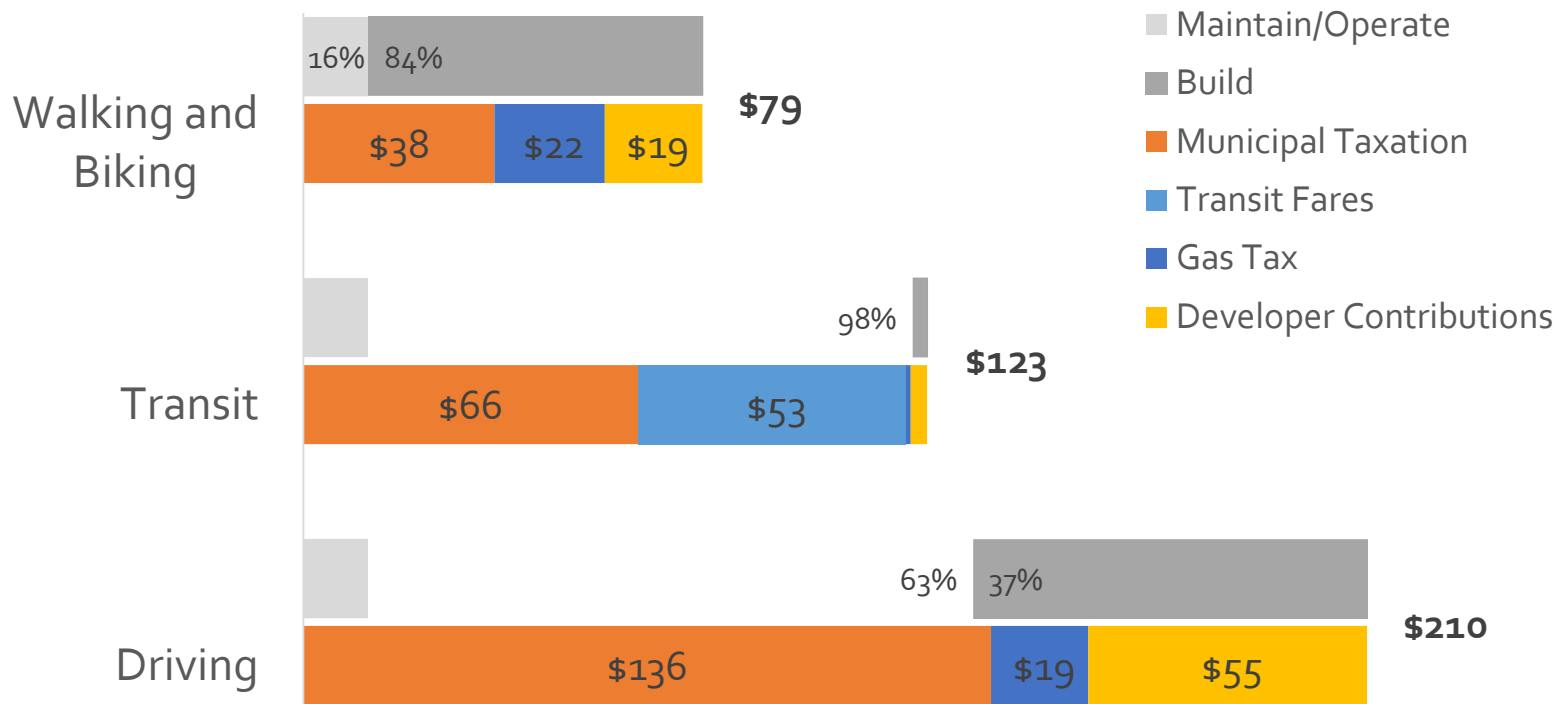
The Budget for Transportation

Budgeted Municipal Spending (Millions), 2018-2027



The Budget for Transportation

Budgeted Municipal Spending (Millions), 2018-2027



The Budget for Transportation

- ▶ Walking, biking, and transit make up roughly half of budgeted spending over the next ten years
- ▶ Nearly two-thirds of spending on roads is for operations and maintenance
 - ▶ Will likely increase as our infrastructure ages

The Budget for Transportation

- ▶ Through the TMP, we will need to consider how our transportation system is funded and what actions are prioritized

TMP Vision Statement

- ▶ “Kelowna will be a city with vibrant urban centres where people and places are conveniently connected by diverse transportation options that help us transition from our car-centric culture”

What Does 'Car-Centric Culture' Mean?

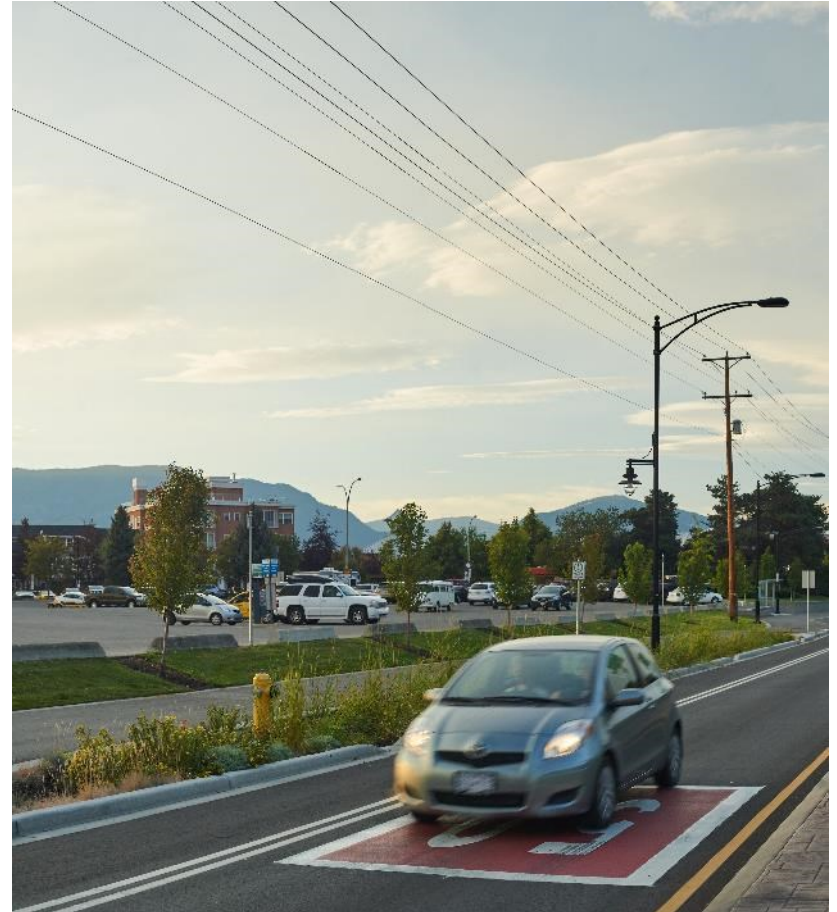


What Does 'Car-Centric Culture' Mean?



All About Choices

- ▶ Shifting away from our car-centric culture does not mean banning cars
- ▶ Many trips will always be more convenient in a personal vehicle



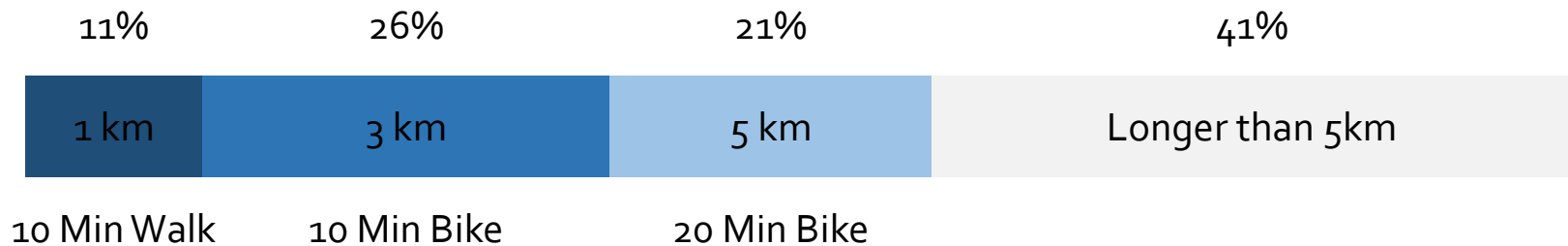
All About Choices



- ▶ Some neighbourhoods will continue to depend on personal vehicles
- ▶ Giving more choices to as many people as possible

All About Choices

- ▶ Most trips (59%) Kelowna residents make are short enough to walk or bike



- ▶ Not everyone has to make to switch in order to benefit from less congestion

Conclusions

- ▶ Giving people more convenient choices to get around is the only way to solve the congestion paradox
- ▶ Changes to how we move are required to accommodate future growth in our community in a way that enhances our quality of life.



Questions?

For more information, visit kelowna.ca.

Report to Council



Date: August 13, 2018

File: 1850-50

To: City Manager

From: Transportation Engineering Manager

Subject: Transportation Master Plan - Phase 1: Vision and Goals

Report Prepared by: C. Taylor-Noonan, Transportation Planner

Recommendation:

THAT Council receives, for information, the report from the Transportation Engineering Manager dated August 13, 2018, with respect to the Transportation Master Plan - Phase 1: Vision and Goals;

AND THAT Council endorses the Transportation Master Plan - Phase 1: Vision and Goals as presented in this report.

Purpose:

To summarize ongoing work related to the Transportation Master Plan and seek Council's endorsement of the proposed vision statement and goals.

Background:

Compact and complete communities are more likely to support walking, cycling and the use of public transit, where residents have multiple options to connect with their destination. Transportation choices shape our city, and ourselves. Therefore, they have a critical role in influencing a City's livability, quality of life, and vibrancy.

When completed, the Transportation Master Plan will be a long-term strategic vision for the City that will guide both transportation and land use decisions for the next 20 years. It will equip the City with a roadmap of how to optimize decisions for capital investments, policies and programs that allow us to respond to emerging trends and challenges.

Engagement Results

The Vision and Goals for the Transportation Master Plan will guide the direction of the plan and the development and prioritization of projects, programs and policies.

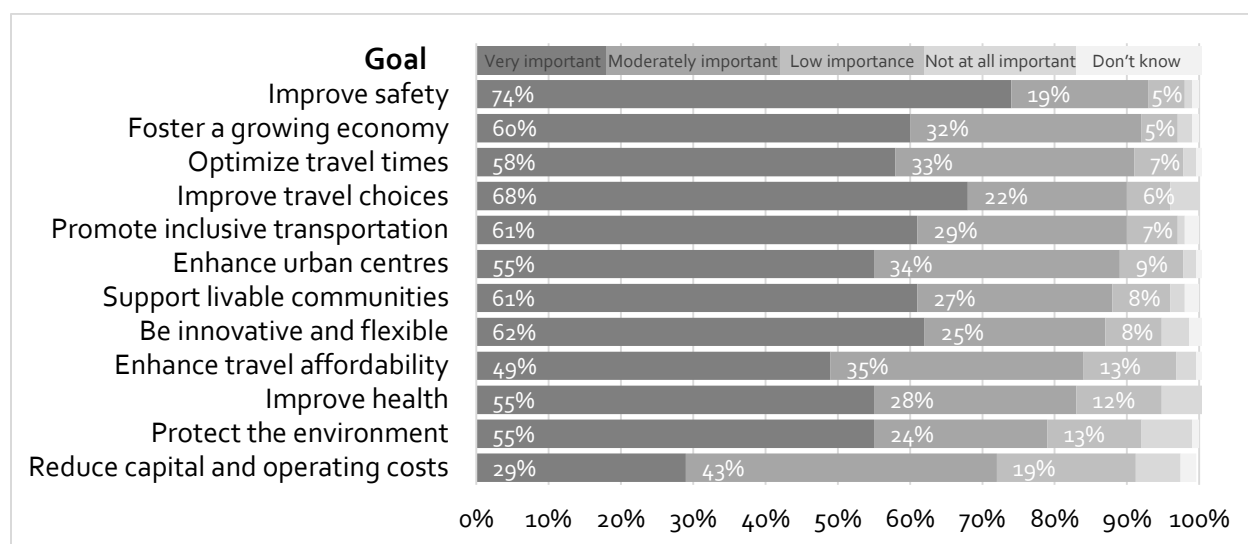
As part of the first phase of the Transportation Master Plan, residents were given the opportunity to provide input on the draft vision and goals. An online survey was open for three weeks in March and

April 2018, and staff members were available to discuss the plan at two open houses, including April 5th at Capital News Centre and April 7th at Orchard Park Mall. A comprehensive summary of results is provided in the Engagement Summary attached to this report.

A total of 522 responses were received between the survey and open houses. It is important to note that due to the opt-in and open method, the results cannot definitively be said to represent the views of all Kelowna citizens.

Overall, two-thirds of survey respondents were supportive of the draft vision wording. Amongst those who provided open-ended comments, two themes were concerns with the wording of “shift away from the current car-centric culture” and about the tense of the vision statement.

Respondents were also asked to rate the importance of the twelve draft goals. The chart below shows the goals ranked by the share of respondents who rated them as ‘very important’ and ‘moderately important’.



Staff gave presentations to several stakeholder groups¹ between March and June 2018 to share the launch of the OCP and TMP. Groups were invited to provide a representative to serve on a stakeholder panel, which met for the first time July 11th, 2018. Stakeholders were invited to review the draft vision and goals for the TMP, ask questions, and provide consolidated comments from their respective organizations.

Revised Vision and Goals

In response to the feedback, the following revised vision statement is proposed:

"Kelowna will be a city with vibrant urban centres where people and places are conveniently connected by diverse transportation options that help us transition from our car-centric culture."

¹ Groups included Kelowna Chamber of Commerce, Urban Development Institute, School District 23, RCMP, Uptown Rutland Business Association, Downtown Kelowna Business Association, Pandosy Business Association, UBCO, Interior Health, Okanagan College, BC Transit, the Ministry of Transportation and Infrastructure, and the Kelowna Area Cycling Coalition.

The vision statement was switched to future tense in order to reinforce it is desired state rather than a present condition. There was also a change in wording from 'move away from our car-centric culture' to 'transition from', to emphasize the gradual nature of such a shift.

Ultimately, this vision is intended to articulate the community's aspirations for the future of transportation in Kelowna, and was written to align with Imagine Kelowna.

The twelve proposed goals will form the basis for how policies, programs and projects will be developed and prioritized through the TMP process. Goals were developed through feedback received during the Imagine Kelowna process and best practices in transportation system evaluation.

For the most part, the twelve goals remain the same, and have been revised slightly to reflect public and stakeholder feedback to provide more clarity. One goal, "reduce capital and operating costs", has been changed to "ensure value for public investment".

| Goals | Description |
|------------------------------------|--|
| Improve safety | Reduce the frequency and severity of collisions involving people who are walking, biking and driving. |
| Foster a growing economy | Support the city's growing economy by ensuring the transportation system connects people to jobs and promotes the efficient movement of goods. |
| Optimize travel times | Work to ensure optimized and predictable travel times for all modes of transportation (ex: driving, walking, biking, transit). |
| Improve travel choices | Ensure residents and visitors have access to multiple means of getting around so they can choose what best meets their needs for a given trip. |
| Promote inclusive transportation | Ensure the transportation network serves everyone, including all ages, incomes and abilities. |
| Enhance urban centres | Ensure the transportation system supports and encourages sustainable, efficient growth within urban areas. |
| Support livable communities | Ensure the transportation system helps support overall neighborhood livability, quality of life and builds a strong sense of community. |
| Be innovative and flexible | Adapt to emerging technologies and a changing climate by creating a transportation system that is resilient and responsive to future change. |
| Enhance travel affordability | Reduce the cost of travel for individuals by ensuring a wide range of affordable transportation options are available in Kelowna. |
| Improve health | Improve resident health by making it easier for people to be physically active (e.g. biking and walking) and reducing exposure to air pollutants caused by vehicles. |
| Protect the environment | Reduce the impact of transportation on our agricultural land, sensitive ecosystems, water, and air. |
| Ensure value for public investment | Make efficient use of public funding by maximizing benefits and reducing the costs of transportation infrastructure. |

Facts in Focus Series – Transportation

Building on the Facts in Focus series developed for the OCP Update, staff have prepared a series of discussion papers in order to respond to common themes heard through public engagement and provide background on important issues in transportation. Selected topics include:

- Moving Towards Mass Transit (July 30, 2018)
- The Congestion Paradox (August 13, 2018)
- Principles for an Uncertain Future (November 2018)

The second paper, The Congestion Paradox is particularly relevant to the TMP vision statement as it addresses what is meant by the term “car-centric culture”, and what transitioning away from it may involve.

Next Steps & Summary

Work on the Transportation Master Plan will continue through the fall with a number of technical work assignments, including:

- Preparing a technical report on current transportation conditions and issues.
- Evaluating future conditions under the preferred 2040 OCP land use scenario (yet to be endorsed by Council)
- Developing initial systems-level improvement strategies for consideration based on servicing requirements and TMP Vision and Goals. This will entail examining all modes of transportation investments and narrowing down options to realize success of the TMP’s vision and optimize capital investments within the scope of the 20 Year Servicing Plan and Infrastructure Plan.

In addition to technical analysis, this work will require consultation and integration with City departments and the 2040 OCP team. Results from this work is anticipated to be shared with Council, stakeholders and the public in the spring of 2019.

Internal Circulation:

Active Transportation Coordinator
Communications Advisor
Communications Coordinator
Department Manager, Community Planning
Department Manager, Infrastructure Delivery
Department Manager, Infrastructure Operations
Department Manager, Policy & Planning
Divisional Director, Community Planning & Strategic Investments
Divisional Director, Infrastructure
Manager, Community Engagement
Manager, Development Engineering
Manager, Infrastructure Delivery
Manager, Infrastructure Engineering
Manager, Long Range Planning
Manager, Parking Services
Manager, Public Works

Manager, Strategic Transportation Planning
Manager, Transit and Programs
Manager, Utility Services
Senior Engineer, Infrastructure
Sustainability Coordinator
Traffic Operations & Technical Support Supervisor
Transportation Planning Engineer

Considerations not applicable to this report:

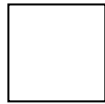
Legal/Statutory Authority
Legal/Statutory Procedural Requirements
Existing Policy
Financial/Budgetary Considerations
Personnel Implications
External Agency/Public Comments
Communications Comments
Alternate Recommendation

Submitted by:

G. Foy, Transportation Engineering Manager

Reviewed and approved by: R. Villarreal, Department Manager Integrated Transportation

Approved for inclusion:



A. Newcombe, Divisional Director, Infrastructure

Attachment 1: Our Kelowna as we Move – Phase 1: Vision and Goals Presentation

Attachment 2: Transportation Master Plan: Phase 1 Engagement Report

cc: Divisional Director, Community Planning & Strategic Investments
Divisional Director, Corporate Strategic Services
Divisional Director, Financial Services
Divisional Director, Infrastructure
Community Planning Department Manager
Infrastructure Operations Department Manager
Integrated Transportation Department Manager



Transportation Master Plan *Our Kelowna As We Move*

Phase 1: Vision and Goals

August 13 2018

In Review

What is Kelowna's Transportation Master Plan?

The Transportation Master Plan (TMP), titled *Our Kelowna as We Move*, will be a **long-range, system-level** transportation plan for the City of Kelowna.

Key Question

*"What are the strategic, **prioritized investments** (policies, programs, and capital projects) that will be needed over the **next 20 years** to achieve the community's **vision and goals for transportation?**"*

Alignment with **imagine**Kelowna



imagineKelowna *will guide the strategic direction of the Transportation Master Plan*



Transportation Master Plan Phases and Milestones

Phase 1

- Vision and Goals (Nov 2017 – April 2018)
- Transportation Vision, Goals, and Strategic Decision-Making Framework

Phase 2

- Land Use Scenarios / OCP Coordination (April - Oct 2018)
- Transportation Evaluation of Draft OCP Land Use Scenarios

Phase 3

- Transportation Scenarios (Oct 2018 - May 2019)
- Strategy Development, Evaluation and Prioritization

Phase 4

- Implementation Strategy (June - Aug 2019)
- Finance, Implementation, Monitoring and Performance Measurement

Phase 5

- Plan Development (Aug - Nov 2019)
- Draft and Final Transportation Master Plan Development

Transportation Master Plan Public Engagement



*In **Phase 1** of the Transportation Master Plan, residents were given the opportunity to provide input on the plan's draft vision and goals, including;*

Online Survey: March 26 – April 15

Open House Events:

Capital News Centre (April 5th), Orchard Park (April 7th)

Stakeholder Meetings

ONLINE
RESPONSES

489

OPEN-
HOUSE
RESPONSES

33

TOTAL
RESPONSES

522

Consultation TMP Vision

"Kelowna is a city with vibrant urban centres where people and places are conveniently connected by diverse transportation options that help us shift away from our car-centric culture."



What We Heard: Vision

67%

Two thirds of survey respondents supported the draft vision wording

Suggestions for improvement included:

- the *tense* of the vision statement
- comments with the wording of "*shift away from the current car-centric culture*"

Revised TMP Vision

"Kelowna will be a city with vibrant urban centres where people and places are conveniently connected by diverse transportation options that help us transition from our car-centric culture"



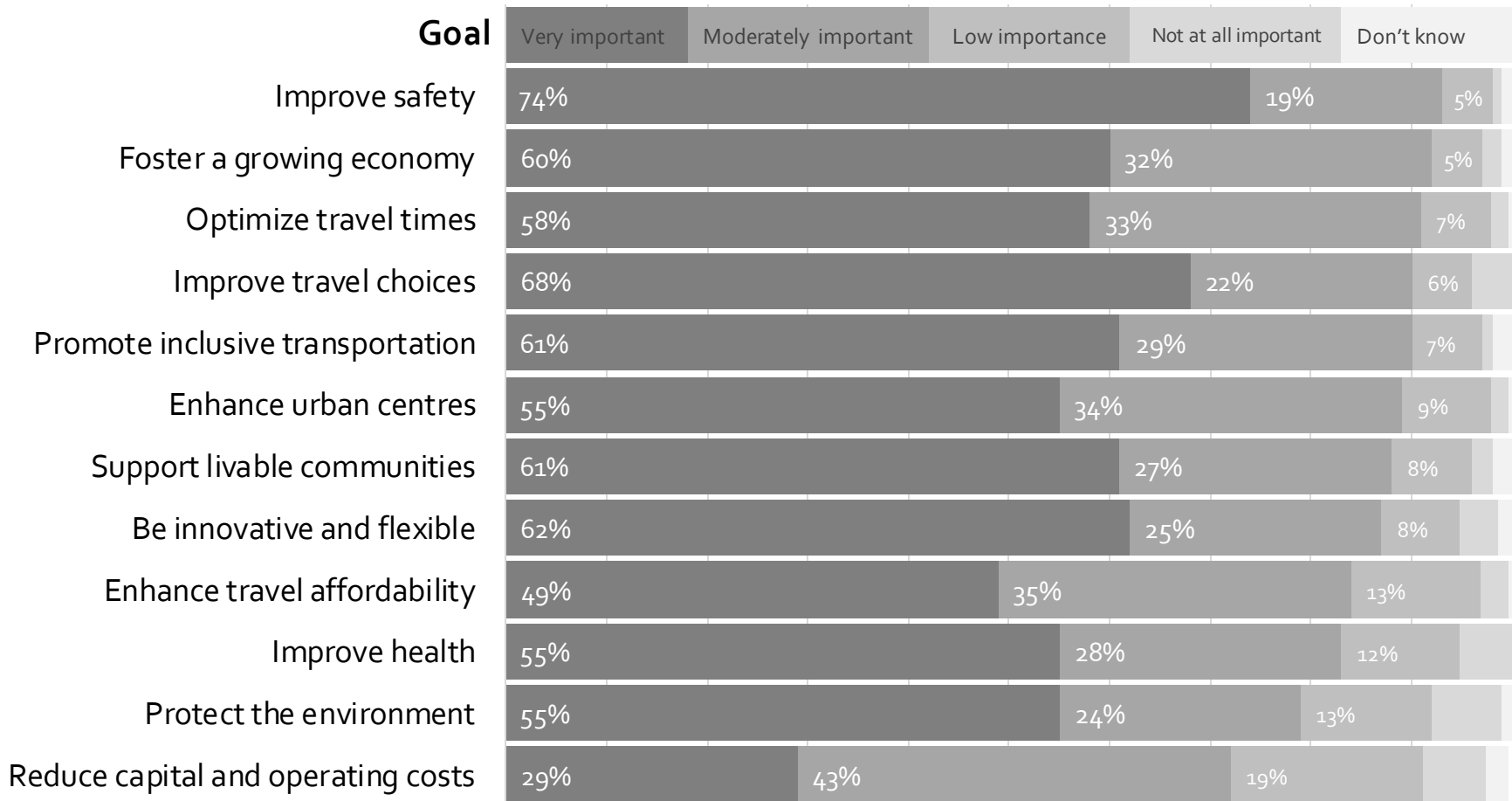
What We Heard: Goals

Twelve goals were presented to the public

72% – 93% of respondents ranked goals as **moderately** or **very important**.

In response to feedback, however, the descriptions of each goal were revised to provide more clarity to their meaning.

What We Heard: Goals



Revised TMP Goals



★ Revised Goals

Facts in Focus Series



Building on the Facts in Focus series developed for the OCP Update, staff have prepared a series of discussion papers.

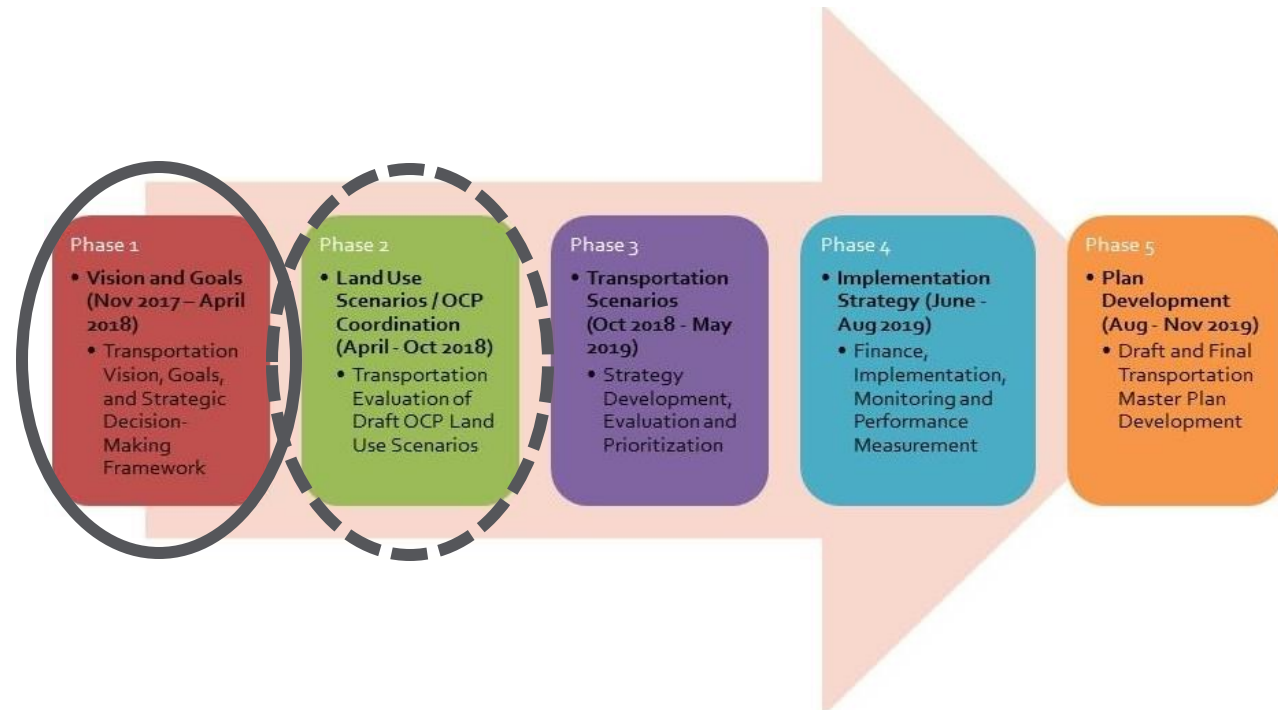
Selected topics include:

- Moving Towards Mass Transit (July 30th, 2018)
- The Congestion Paradox (August 13th, 2018)
- Principles for an Uncertain Future (November 2018)

Next Steps

Phase 2: Land Use Scenarios of the Transportation Master Plan.

- Evaluate the transportation impacts of the preferred growth scenario being developed for the 2040 OCP update
- Prepare a Technical Report on Existing and Projected Future Conditions





Questions?



City of
Kelowna

Engagement Report Transportation Master Plan: Phase 1

July 2018



Process

Residents provided input online and in person on the draft vision and goals for the first phase of Kelowna's Transportation Master Plan. The plan, *Our Kelowna as We Move*, will guide strategic transportation investments the City will make over the next 20 years.

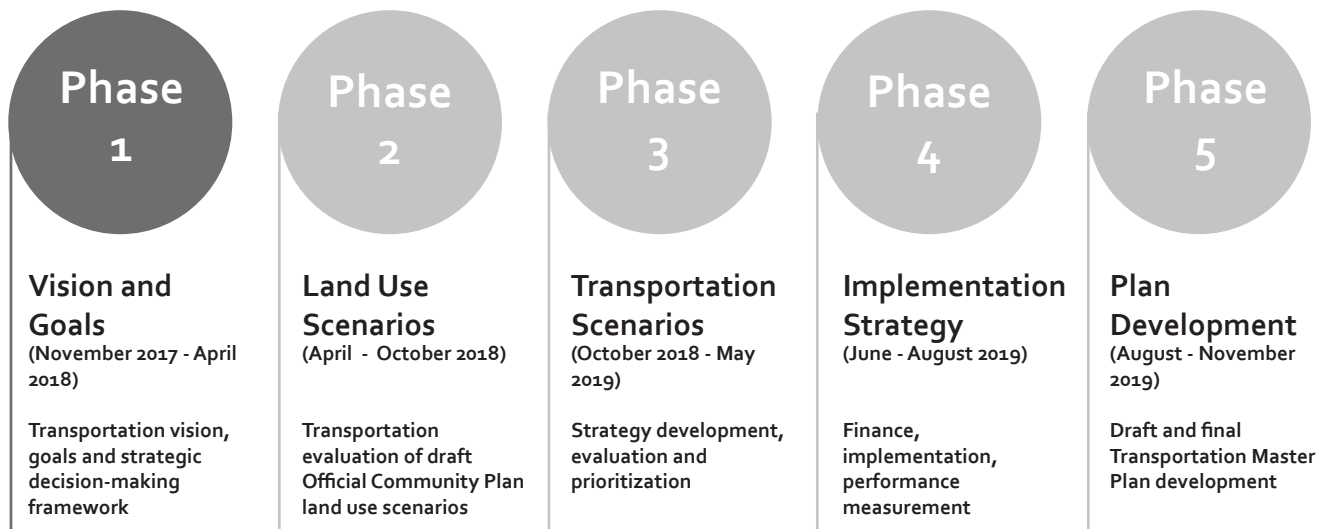
An online survey was open from March 26 to April 15 and staff members were available to discuss the plan and answer questions at two open houses on April 5 and 7, 2018.

Input opportunities were promoted through the City's news bulletins, the website, social media channels, the City's Get Involved website, electronic signage and City in Action newspaper ads.



Timeline

The planning process will occur in five phases. This report summarizes the public input based on the first phase of the plan. Further engagement will occur throughout the planning process. The final plan is expected to be delivered at the end of 2019.



"I'm not sure how all of the goals can be met, but I trust you'll do the best you can with available resources. How Kelowna's unique challenges, as it relates to the difficulty of accommodating diverse travel modes, are a result of the difficult topography of the valley. Very expensive to provide what other cities take for granted." – survey comment

Engagement objectives

The primary objectives of this phase of engagement were to:

- ▶ Inform residents of the Transportation Master Plan process
- ▶ Obtain input from residents on the draft vision and goals for the plan

Survey

The online survey garnered 489 responses and the two open houses resulted in 33 responses for a total of 522.

Results from open surveys such as this are a collection of opinions and perceptions from interested or potentially affected residents, and not a statistically random sample of all Kelowna residents. This report contains results from the open survey. Due to the opt-in and open method, results are qualitative in nature and cannot be said to represent views of all Kelowna citizens.

Key takeaways

This report provides a summary of the comments received through the online survey and the hard copy surveys collected at the two public open houses.

- ▶ Overall, two-thirds of survey respondents were supportive of the draft vision wording.

Many respondents chose to provide open-ended comments regarding the vision statement. Two recurring themes amongst those responses included concerns with the wording around the shift away from the current car-centric culture and comments about the verb tense of the vision statement.

- ▶ The goals were all ranked high on the level of importance scale with 90 per cent or more of respondents ranking safety, the economy, inclusive transportation, travel times and travel choices as moderately or very important.

Transit, diverse modes of transportation and connectivity within the community were recurring themes throughout the responses.

"The issue is with the word 'is.' Perhaps replace it with the words 'plans to be' and add 'using a concrete plan and establishing key performance indicators for measuring progress.' Kelowna IS one of the most car-centric cities in Canada, but should PLAN and ACT to change this."
– survey comment



What we heard

The draft vision

One of the first steps in developing a long-range plan for transportation is to develop a guiding vision and set of goals that will form the foundation of the plan. The vision and goals will directly inform the strategic decision making framework that will ultimately be used to evaluate and prioritize potential investments in the transportation system.

The Transportation Master Plan's vision will articulate the community's aspirations for the future of transportation in Kelowna and will guide the strategic direction of the plan. The draft vision was written to align with Imagine Kelowna, the community's strategic vision for the future.

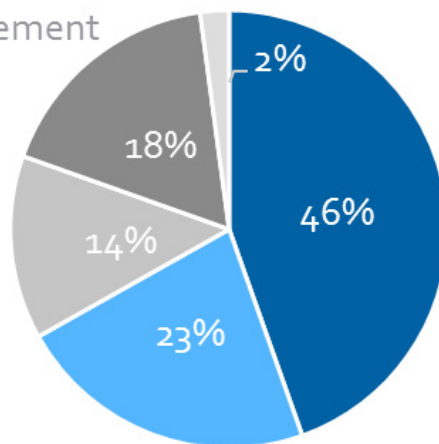
Survey respondents were asked to indicate their level of support for the draft vision statement:

"Kelowna is a city with vibrant urban centres where people and places are conveniently connected by diverse transportation options that help us shift away from our car-centric culture."

Over two-thirds of survey respondents strongly or somewhat support the draft vision statement.

Support for Vision Statement

- Strongly support
- Somewhat support
- Somewhat oppose
- Strongly oppose
- Don't know



"I support the statement, but expecting people to give up their cars is a bit of a stretch. I'm all for it provided that the plan includes viable solutions for convenient and reliable transportation to take the place of cars. We can't all work from home or walk to work. It's a good statement but the knee-jerk reaction you may get is a negative response to car-centric. It's true but people may react adversely and tune out."
— survey comment

Survey respondents were asked if they would change anything about the vision statement. More than 225 respondents shared an answer.

The most common themes that emerged from the open-ended responses were suggestions to remove or reframe the "shift away from our car-centric culture" section in a more positive tone, the need for transit improvements for the vision to be achievable, development and connectivity of urban centres and the lack of diverse transportation options today.

Many responses also commented on the tense of the vision statement and suggested it use a future tense to reflect our desired state, as opposed to being worded in the present tense.

"The goals listed are strong. The objectives to reach those goals need to be carefully set. The unique charm, businesses and natural landscape can be devastated by adding another lake crossing. Highways are chaotic, loud, dangerous and unappealing for nearby residents. Increasing the number of highways would be a detriment to the environment, human health and livability of the community."

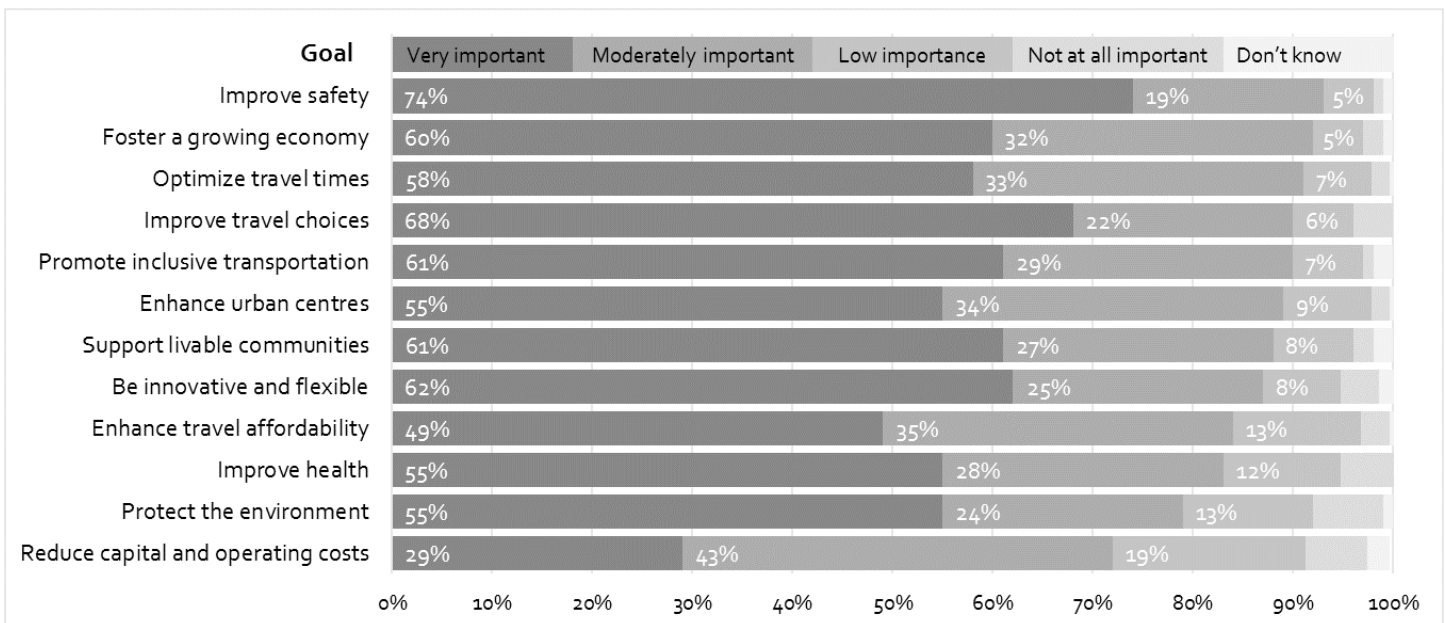
– survey comment



The draft goals

The goals for the Transportation Master Plan will help achieve the desired outcomes established in the vision statement. The draft goals were identified through feedback received during the Imagine Kelowna process and best practices research in transportation system evaluation and performance.

Respondents were asked to rank how important each of the draft goals was to them. The percentages have been rounded to the nearest number and shown in order from most to least important.



Respondents were also invited to identify any goals that were missing. Common themes included improving efficiency, reducing congestion, connecting neighbourhoods and improving transit. Some respondents asked for more details related to the goals such as specific targets.

"There will be a huge challenge moving people efficiently from outlying residential areas, such as Upper Mission and West Kelowna. These low density areas will be challenging to serve by transit but single occupant cars create too much congestion."
– survey comment

General feedback

More than 200 respondents provided responses when asked if they had any general feedback on the draft goals for the plan.

Many comments regarding transit, different modes of transportation and connectivity were reiterated. In addition, there were several comments about improving regional connections. Respondents also asked for more details related to each goal, such as costs and timelines. This feedback will be considered for future phases.

Survey respondent demographics

Demographic questions in the survey were optional. Of those who responded, the numbers skewed slightly male, with 251 respondents identifying as male, 167 as female, 4 as non-binary and 18 who preferred not to say. The age demographics for respondents were fairly evenly split between the ages of 25-64.

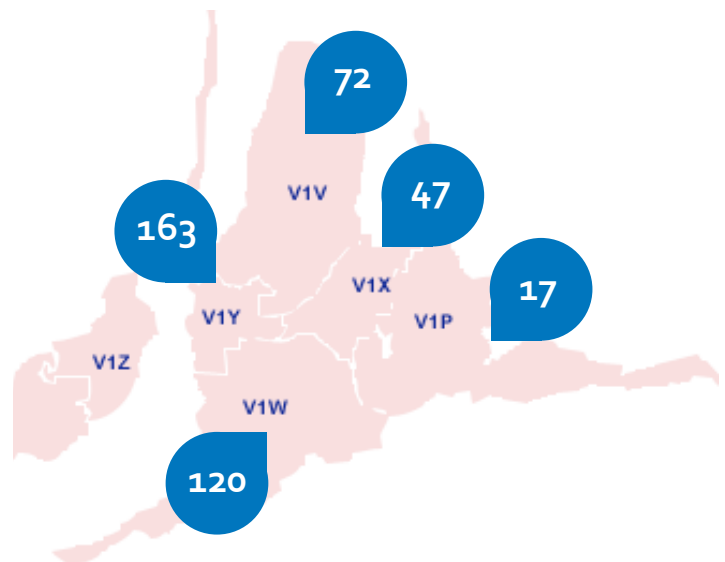
The majority of respondents identified their postal codes as being within the City boundaries. Thirty-two respondents entered postal codes located outside Kelowna city boundaries.

Respondents were also asked to identify the two primary modes of transportation they most frequently use. The vast majority selected driving (88 per cent) as one of their top two modes of transportation, followed by walking (45 per cent), biking (30 per cent), transit (14 per cent) and other (4 per cent). Responses under other included wheelchair, taxi, carpooling and car sharing.

Next steps

Phase 2 of the Transportation Master Plan will look at potential land use scenarios being proposed through the Official Community Plan Update and their potential effects on the transportation network. For more information about public engagement and to stay up to date on the process, visit kelowna.ca/imaginenext.

Number of survey respondents by postal code



"I'm interested in following your process and being included in future open houses."
– survey comment

Report to Council



Date: August 13, 2018
File: 1405-01
To: City Manager
From: Jeremy Hunt, Financial Analyst
Subject: Transit 2018/2019 Annual Operating Agreement

Recommendation:

THAT Council approve the 2018/2019 Annual Operating Agreement between BC Transit and City of Kelowna for Conventional, Community, and Custom transit;

AND THAT the Mayor and City Clerk be authorized to execute the Transit Service Agreement between BC Transit and the City of Kelowna covering the period April 1, 2018 to March 31, 2019;

Purpose:

To receive Council approval for the transit 2018/2019 Annual Operating Agreement and receive Council authorization to sign the Annual Operating Agreement.

Background:

The Annual Operating Agreement (AOA) is submitted by BC Transit to the City of Kelowna and is effective for the period of April 1st to March 31st of the following year. The AOA is a summary of budgeted revenues and costs within the Kelowna Regional Transit System for BC Transit's fiscal year (March 31st yearend).

Each Local Government Partner within the Kelowna Regional Transit System submits the AOA to their Councils for approval. The impacts of the 2018/2019 AOA were included in the City of Kelowna's 2018 Provisional Budget that Council approved in December 2017.

The main areas of increased costs are:

- the operating company's fixed costs
- increased hourly costs due to rate increases
- increases in fleet maintenance
- increased lease fees

Conventional Transit

Revenues are projected to increase by \$398,272, with City of Kelowna's portion at \$329,530.

The 2018/19 AOA includes a \$354,852 increase in costs for Conventional transit. This represents a 1.66% increase from the 2017/18 Amended AOA presented to Council in January 2018. \$155,264 is the City of Kelowna's portion of the Local Government share of the cost increase. The impact of these revenue and costs projections is a total decrease in net costs of \$174,266 to the City of Kelowna's portion.

Community Transit

The 2018/19 AOA includes a \$307,753 increase in costs for Community transit: \$70,216 is related to operating costs; \$237,537 is related to increased lease fees. This represents a 12.02% increase from the 2017/18 Amended AOA presented to Council in January 2018. \$108,118 is the City of Kelowna's portion of the Local Government share of the increase.

Custom Transit

The 2018/19 AOA also includes a \$220,106 increase in costs for Custom transit: \$173,937 in related to operating costs; \$46,169 in related to lease fees. This represents a 6.55% increase from 2017/18 Amended AOA presented to Council in January 2018. \$76,727 is the City of Kelowna's portion of the Local Government share of the increase.

The impact to the City of Kelowna for the Conventional, Community and Custom transit services for the 2018/19 AOA is an increase to total net costs of \$10,579.

Internal Circulation:

Manager, Integrated Transportation
Manager, Transit and Programs
Divisional Director, Financial Services
Divisional Director, Infrastructure
Supervisor, Revenue

Considerations not applicable to this report:

Legal/Statutory Authority:

Legal/Statutory Procedural Requirements:

Existing Policy:

Financial/Budgetary Considerations:

Personnel Implications:

External Agency/Public Comments:

Communications Comments:

Alternate Recommendation:

Submitted by:

J. Hunt, CPA, CGA, Financial Analyst

Approved for inclusion:



Genelle Davidson, CPA, CMA, Director, Financial Services

Appendix 1

| CONVENTIONAL TRANSIT | 2017/2018 Amended AOA | 2018/2019 AOA | Total Difference | Percentage Change | Local Gov't Portion 53.31% | City of Kelowna Portion |
|--------------------------------|--------------------------|------------------|---------------------|----------------------|----------------------------------|-------------------------------|
| REVENUE | \$5,978,554 | \$6,376,826 | \$398,272 | 6.70% | \$398,272 | \$329,530 |
| Expenditures | | | | | | |
| Total Operating Costs | \$18,541,601 | \$18,903,364 | \$361,763 | | \$192,856 | \$161,035 |
| Total Lease Fees - Local Share | \$2,871,014 | \$2,864,103 | -\$6,911 | | -\$6,911 | -\$5,771 |
| TOTAL COSTS | \$21,412,615 | \$21,767,467 | \$354,852 | 1.66% | \$185,945 | \$155,264 |
| TOTAL NET COSTS | | | | | | -\$174,266 ¹ |

| COMMUNITY TRANSIT | 2017/2018 Amended AOA | 2018/2019 AOA | Total Difference | Percentage Change | Local Gov't Portion 53.31% | City of Kelowna Portion |
|--------------------------------|--------------------------|------------------|---------------------|----------------------|----------------------------------|-------------------------------|
| Expenditures | | | | | | |
| Total Operating Costs | \$2,456,076 | \$2,526,292 | \$70,216 | | \$37,432 | \$14,718 |
| Total Lease Fees - Local Share | \$105,675 | \$343,212 | \$237,537 | | \$237,537 | \$93,400 |
| TOTAL COSTS | \$2,561,751 | \$2,869,504 | \$307,753 | 12.02% | \$274,969 | \$108,118 ¹ |

| CUSTOM TRANSIT | 2017/2018 Amended AOA | 2018/2019 AOA | Total Difference | Percentage Change | Local Gov't Portion 33.31% | City of Kelowna Portion |
|--------------------------------|--------------------------|------------------|---------------------|----------------------|----------------------------------|-------------------------------|
| Expenditures | | | | | | |
| Total Operating Costs | \$3,235,558 | \$3,409,495 | \$173,937 | | \$57,938 | \$42,701 |
| Total Lease Fees - Local Share | \$126,808 | \$172,977 | \$46,169 | | \$46,169 | \$34,027 |
| TOTAL COSTS | \$3,362,366 | \$3,582,472 | \$220,106 | 6.55% | \$104,107 | \$76,727 ¹ |

| | | | | | | |
|-----------------|--|--|--|--|--|-----------------------|
| Total Net Costs | | | | | | ¹ \$10,579 |
|-----------------|--|--|--|--|--|-----------------------|



Transit 2018/2019 Annual Operating Agreement



Transit 2018/2019 Annual Operating Agreement

- ▶ Effective April 1st to March 31st 2019
- ▶ Largest Tier 1 system among municipal systems
 - ▶ Provides 235,000 hours of service annually
 - ▶ BC Transit covers 46.7% of costs
 - ▶ Municipal partners cover 53.3% of costs

Transit 2018/2019 Annual Operating Agreement

- ▶ Municipal partners pay based on number of services hours
- ▶ Revenues are 100% retained by the municipal partners
 - ▶ Based on 75% passenger counts and 25% services hours
 - ▶ City of Kelowna receives 82.7% of total revenues

Transit 2018/2019 Annual Operating Agreement

- ▶ Cost impacts were included in the 2018 budget
- ▶ Main areas of increased costs:
 - ▶ Operating company's fixed costs
 - ▶ Increased hourly costs due to rate increases
 - ▶ Increases in fleet maintenance
 - ▶ Increased lease fees

Appendix 1

| CONVENTIONAL TRANSIT | 2017/2018 Amended AOA | 2018/2019 AOA | Total Difference | Percentage Change | Local Gov't Portion 53.31% | City of Kelowna Portion |
|--------------------------------|--------------------------|------------------|---------------------|----------------------|----------------------------------|-------------------------------|
| REVENUE | \$5,978,554 | \$6,376,826 | \$398,272 | 6.70% | \$398,272 | \$329,530 |
| Expenditures | | | | | | |
| Total Operating Costs | \$18,541,601 | \$18,903,364 | \$361,763 | | \$192,856 | \$161,035 |
| Total Lease Fees - Local Share | \$2,871,014 | \$2,864,103 | -\$6,911 | | -\$6,911 | -\$5,771 |
| TOTAL COSTS | \$21,412,615 | \$21,767,467 | \$354,852 | 1.66% | \$185,945 | \$155,264 |
| TOTAL NET COSTS | | | | | | -\$174,266 |

| COMMUNITY TRANSIT | 2017/2018 Amended AOA | 2018/2019 AOA | Total Difference | Percentage Change | Local Gov't Portion 53.31% | City of Kelowna Portion |
|--------------------------------|--------------------------|------------------|---------------------|----------------------|----------------------------------|-------------------------------|
| Expenditures | | | | | | |
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| Total Lease Fees - Local Share | \$126,808 | \$172,977 | \$46,169 | | \$46,169 | \$34,027 |
| TOTAL COSTS | \$3,362,366 | \$3,582,472 | \$220,106 | 6.55% | \$104,107 | \$76,727 |

Total Net Costs **\$10,579**



Questions?

Report to Council



Date: August 13, 2018
File: 1405-06
To: City Manager
From: Jerry Dombowsky, Transit and Programs Manager
Subject: Transit Improvement Program (TIP) 3-year MOU and 2018 Service Adjustment

Recommendation:

THAT Council receives for information, the report from the Transit and Programs Manager dated August 13, 2018, with respect to the Transit Improvement Program (TIP) 3-year MOU and 2018 Service Adjustment;

AND THAT Council authorizes the Mayor and City Clerk to execute the 3-year Memorandum of Understanding on behalf of the City of Kelowna for transit service over the 2019 –2022 service years.

Purpose:

To provide Council with information and seek Council approval in principle for transit expansion planned from 2019 – 2022.

Background:

Fall 2018 Service Adjustments

Conventional Transit Service

In September 2018, with the completion of John Hindle Drive a new transportation route will connect UBCO directly to the Glenmore Valley, downtown Kelowna and Mid-Town Orchard Park. The existing Glenmore transit service, via the #7 Glenmore and #6 Glenmore/UBCO is being re-structured to provide a direct connection that will better serve UBCO students and Glenmore residents. Additionally, #4 Pandosy/UBCO Express route changes will provide transit service to the rapidly growing Academy Way neighbourhood. Upon completion of the Highway 97 widening project, new 97 Rapid Bus stops are being added at Sexsmith Road, to better serve the neighbouring residential, commercial, and industrial areas. Finally, in the fall of 2018, the Shepherd Road extension project will allow completion and full utilization of the Rutland Transit Exchange, improving transit connections and travel options.

Transit Improvement Program (TIP) Process

The Transit Improvement Program communicates to local governments the expansion initiatives proposed for the next three years. It seeks the commitment to the expansion initiatives from the local government which thereby allows BC Transit to proceed with securing sufficient funding within the Provincial Budget.

Each year, a Memorandum of Understanding related to the TIPS expansion is signed by the local government. It sets out the City's intention to proceed. This is subject to annual City Council budget deliberation each fall, but the lag time associated with ordering buses means that BC Transit must commit to purchase up to a year in advance of actual receipt of an expansion bus. As a result, the expansion bus purchase for 2019/20 will be a firm commitment by both partners.

Three Year Proposed Service Expansion

2019/2020 Core network Improvements, Rutland Town Centre service, and Academy Way

The Transit Future Action Plan results indicated the need for additional service on core routes at times of high utilization, and to ensure connectivity. A modest 1,300 additional hours are proposed for 2019/20 for this purpose. The introduction of real time bus arrival information will also drive the need for accurate timing and connections between routes which this will be able to address.

With the completion of the Rutland Transit exchange this year, the Rutland routes will be utilizing the new facility, creating better options for riders. Ensuring accurate timing and connections will be critical as demand is expected to increase. Also expected to experience growth in demand is the rapidly densifying Academy Way area. To address both the Rutland Town Centre and Academy Way area, a 500 hour expansion is proposed for 2019/20.

2020 - 2021 Rutland Route re-alignment, Core network improvements

Based on the Transit Future Action Plan, a major Rutland route realignment is proposed to improve efficiency and better serve the Rutland population. Continued investment in the core all-area network is also anticipated. To accomplish these enhancements, a 5,000 hour expansion is planned to be brought forward for consideration for 2020/21.

No conventional transit expansions are proposed for the 2021/22 service period. No expansions to the current level of handyDART service is proposed in this TIPS MOU.

| PROPOSED EXPANSION INITIATIVES | | | | | | |
|--------------------------------|-----------------|--------------|---|--------------------------|------------------------------|--------------------------------------|
| AOA Period | In Service Date | Annual Hours | Vehicle Requirements | Estimated Annual Revenue | Estimated Annual Total Costs | Estimated Annual Net Municipal Share |
| 2019/20 | Sep-19 | 1,300 | 1 | \$26,662 | \$185,265 | \$89,108 |
| | | Description | Based on results from the Transit Future Action Plan: Improvements to the core network. | | | |
| 2019/20 | Sep-19 | 500 | 0 | \$10,255 | \$57,247 | \$20,264 |
| | | Description | Improved transit connections and service reliability to the Rutland Town Centre and potential for additional Academy Way service. | | | |
| 2020/21 | Sep-20 | 5,000 | 3 | \$82,463 | \$713,641 | \$350,526 |
| | | Description | These resources will be used for the Rutland route realignment project that will be finalized as part of the Transit Future Action Plan process. In addition, on-time performance will also be improved on Core Transit services. | | | |

The scope of service changes outlined in this report are recommended as they will respond to increasing pressure on the transit system by improving the network, attract new ridership and adhere to the goals outlined in the Central Okanagan Transit Future Action Plan with minimal disruption to existing customers. Once these service changes have been implemented, an extensive monitoring review will take place on the impacts of these changes, and any need to pursue alternative actions can be evaluated.

A copy of the MOU in respect to the TIPS process is attached to this report.

Council's approval of the above service adjustments is sought in this regard.

Internal Circulation:

Transportation Planner

Financial Services

Financial/Budgetary Considerations: Net cost for Conventional transit to be considered for the 2019 budget is estimated at \$36,458 with the full year annual estimated costs of \$109,372 to be considered for the 2020 budget. In the event this expansion is not approved in the 2019 budget the City may incur vehicle lease costs for 12 months. Net cost for Conventional transit to be considered for the 2020 budget is estimated at \$116,854 with the full year estimated annual cost of \$350,562 to be considered for the 2021 budget.

External Agency/Public Comments: BC Transit has reviewed and approved the report and attachments.

Considerations not applicable to this report:

Legal/Statutory Authority

Legal/Statutory Procedural Requirements

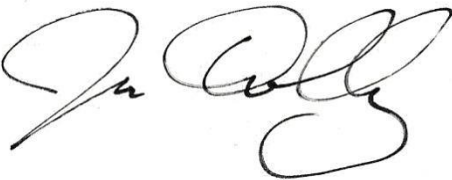
Existing Policy

Personnel Implications

Communications Comments

Alternate Recommendation

Submitted by:



J. Dombowsky, Transit and Programs Manager

Reviewed & approved by: R. Villarreal, Department Manager, Integrated Transportation

Approved for inclusion:



A. Newcombe, Divisional Director, Infrastructure

Attachment 1 - TIPS MOU City of Kelowna 2019-2021

cc: Divisional Director, Infrastructure
Divisional Director, Financial Services
C. Fudge, Senior Manager Government Relations, BC Transit
M. Boyd, Planning Manager, BC Transit

July 27, 2018

Jerry Dombowsky
Transit and Programs Manager
City of Kelowna
1435 Water Street
Kelowna, BC V1Y 1J4

Re: 3 Year Expansion Initiatives

Dear Jerry,

As your transit system has service initiatives requiring expansion funding, we have attached a Memorandum of Understanding (MOU) to formalize the process of securing provincial funding on your behalf. This MOU summarizes specific initiatives for the subsequent three operating years of 2019-2020 through to 2021-2022. These initiatives are derived from recommendations outlined in the most recent service plan(s) received by your council/board and validated in collaboration with local government staff.

Expansion initiatives are an important component to sustaining and growing a successful transit system. This investment in your transit system comes with several considerations. To support council/board decision making, we have provided order-of-magnitude costing for each initiative based on the estimated annual expansion hours required. Where proposed expansion is dependent on other infrastructure investment, this dependency will be noted in the proposed expansion initiatives table. If your expansion requires additional vehicles, this is identified and is factored into your estimated total costs. Please keep in mind that should funding be secured to support your expansion initiative and you determine that expansion is no longer desired, the lease fees related to the new buses will still be added to your operating budget for a minimum of a one year period.

By communicating proposed expansion initiatives as far in advance as possible we are trying to achieve three important goals:

1. Ensure 3 year expansion initiatives are aligned with the expectations of local governments
2. Attain a commitment from local governments that allow BC Transit to proceed with the procurement and management of resources necessary to implement transit service expansions
3. Provide local government partners with enhanced 3 year forecasts that identify longer term funding requirements.

Upon confirmation of your council/board's commitment to the expansion initiatives, we will include your request in BC Transit's draft Service Plan to the Province to seek the matching funding required for operating and capital costs. If your proposed expansion requires additional vehicles in 2019-2020, a commitment from your council/board is required by mid-June to ensure sufficient time for BC Transit included your requirements in our procurement process. It is important to note that in the event expansion requests exceed the available funding, a prioritization process is used known as the Transit Enhancement Process.

Following confirmation of the provincial budget, I will confirm with you if sufficient funding is available and initiate an implementation plan, including the development of more detailed costing based on routing and schedules. I look forward to working with you on the continued improvement of your transit service and encourage you to contact me if you have any questions regarding these proposed expansion initiatives.

Yours truly,

A handwritten signature in black ink, appearing to read "Chris Fudge". The signature is fluid and cursive, with the first name "Chris" being more prominent than the last name "Fudge".

Chris Fudge
Senior Manager, Government Relations
BC Transit

Expansion Memorandum of Understanding

| | |
|---------------|------------------|
| Date | July 27, 2018 |
| Expiry | Aug 25, 2018 |
| System | Kelowna Regional |

Expansion Initiatives Agreement

The following outlines expansion initiatives identified for your transit system along with a high level annual costing based on the hourly rates of your system. Please confirm these initiatives are aligned with the expectations of your local government. Upon confirmation of your local government's intent to commit to the expansion and budget, we will proceed with the request to secure funding from the Province on your behalf.

| PROPOSED EXPANSION INITIATIVES | | | | | | |
|--------------------------------|-----------------|--------------|---|--------------------------|------------------------------|--------------------------------------|
| AOA Period | In Service Date | Annual Hours | Vehicle Requirements | Estimated Annual Revenue | Estimated Annual Total Costs | Estimated Annual Net Municipal Share |
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| | | Description | These resources will be used for the Rutland route realignment project that will be finalized as part of the Transit Future Action Plan process. In addition, on-time performance will also be improved on Core Transit services. | | | |

Approval

On behalf of the City of Kelowna, I am confirming to BC Transit to proceed with the request for funding to the province on our behalf and that we are committed to budget accordingly as per the advice provided and with the knowledge a more detailed budget will follow as service details are confirmed.

On behalf of the City of Kelowna

Signature: _____

Date: _____

Name: _____

Position: _____

On behalf of BC Transit

Signature:



Date: **July 27, 2018**

Name: **Chris Fudge**

Position: **Senior Manager, Government Relations**

Report to Council



Date: August 13, 2018
File: 1890-15
To: City Manager
From: Rod MacLean, Utility Planning Manager
Subject: Budget Amendment for the Royal View Hydrogeological Investigation

Recommendation:

THAT Council receives for information, the report from the Utility Planning Manager dated August 13, 2018, with respect to the Budget Amendment for the Royal View Hydrogeological Investigation;

AND THAT the 2018 Financial Plan be amended to include up to \$80,000 funded from the Slope Stability reserve for the Royal View Hydrogeological Investigation.

Purpose:

To amend the 2018 Financial Plan in order to support the Royal View hydrogeological investigation.

Background:

The City is looking to conduct assessments to better understand or identify the probable cause(s) of a small area of slope instability on public land adjacent to Royal View Drive near Royal Pine Drive. Groundwater data levels have been collected by the City for several years using piezometers installed along the slope area.

The slope slides occur infrequently, and ortho-photographs show these incidents taking place as far back as the 1950's. In 2017 and 2018, the data collected demonstrate that the latest slides appear to coincide with elevated groundwater levels, although the analysis is not conclusive. The City's engineering consultants, to date, have only been able to assess localized public safety conditions downhill of the slide after the event. The soils in this area contain significant silt levels content, making it difficult to drain quickly or install wells to draw water levels down. The City has been active in working with the landowner and business at the base of the hill to address these concerns. There are no permanent solutions identified, to date, to mitigate this issue.

The City has requested a proposal from Golder Associates Ltd. to analyze, in detail, the years of collected piezometer data, local studies, compile soils and geotechnical data, and model the process from a more regional level, including uphill ponds such as Kathleen Lake.

The goal is to further define the problem, with the hope of recommending reasonable short and long term solutions to mitigate this issue. A long term solution and capital project is not anticipated to be proposed in the 2019 budget cycle, so interim operational measures will be required during this period.

The proposal has been submitted for a price of \$69,811.00, not including GST. Staff anticipate some additional site and access work in the park, and is therefore making a total budget request of \$80,000.

Photo 1: Royal View Scarp. 16 July 2018



Internal Circulation:

City Clerk
Community Planning Department Manager
Corporate Communications Manager
Deputy City Manager
Divisional Director, Community Planning & Strategic Investments
Divisional Director, Corporate Strategic Services
Divisional Director, Human Resources
Divisional Director, Infrastructure
Financial Planning Manager
Infrastructure Delivery Manager

Risk Manager
Transportation Engineering Manager
Utility Services Manager

Financial/Budgetary Considerations:

The costs associated with the Royal View Hydrogeological Investigation is not part of the City's current financial plan. The 2018 Financial Plan will require an addition of up to \$80,000 funded from the Slope Stability reserve.

Considerations not applicable to this report:

Legal/Statutory Procedural Requirements:

Legal/Statutory Authority:

Existing Policy:

Personnel Implications:

External Agency/Public Comments:

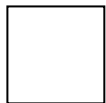
Communications Comments:

Alternate Recommendation:

Submitted by:

Rod MacLean, P. Eng., Utility Planning Manager

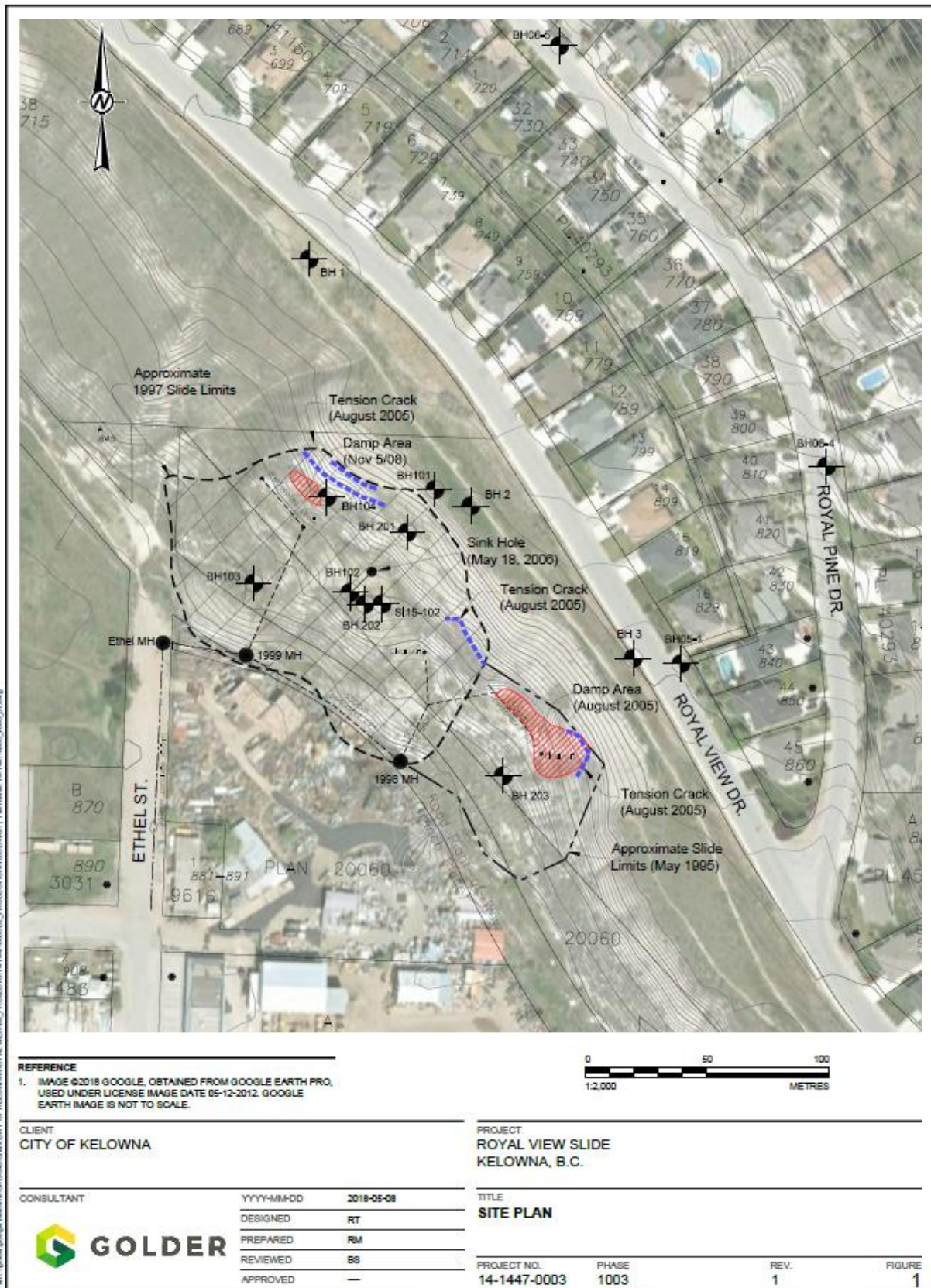
Approved for inclusion:



A. Newcombe, Divisional Director, Infrastructure

cc: City Clerk
Deputy City Manager
Divisional Director, Community Planning & Strategic Investments
Divisional Director, Corporate Strategic Services
Divisional Director, Financial Services
Divisional Director, Human Resources
Divisional Director, Infrastructure

Figure - Site Plan (From Golder, 2018, Technical Memorandum:
Review of Site Conditions. 16 July 2018)



Report to Council



Date: August 13, 2018
File: 0160-20
To: City Manager
From: Payroll & Internal Controls Manager
Subject: Banking and Cheque Signing RTC.docx
Report Prepared by: Financial Analyst

Recommendation:

THAT Council receives, for information, the Report from the Payroll & Internal Controls Manager dated August 13, 2018 regarding Banking and Cheque Signing;

AND THAT Council rescind Council Policy No.09 'Banking and Cheque Signing' as recommended in the report of the Payroll & Internal Controls Manager dated August 13, 2018.

Purpose:

To provide Council with updated information regarding counter-signed cheques and recommend that the Banking and Cheque Signing Council Policy be rescinded.

Background:

The last update to the Banking and Cheque Signing Policy was April 2010. Since then there have been changes to the organizational structure and staff which has resulted in a requirement to review the policy and the counter-signed dollar limit.

A survey of municipalities in the province of British Columbia was conducted by City staff and found that a counter-signing cheque policy is not a best practice. The survey concluded that none of the municipalities had a counter-signing cheque policy as they had other policies and financial controls in place, such as, spending authority limits, council resolutions and review of payments by management before they are made.

The City of Kelowna also has the same policies and financial controls in place with regards to spending authority limits, council resolutions and review of payments. With the City's current policy's and financial controls, it appears that having the Mayor approve the budget and approve the payment is a redundant step that can be eliminated.

Currently, all payments are reviewed by a Financial Services Manager and all payments over \$50,000 adhere to the Banking and Cheque Signing Policy. With the elimination of the Banking and Cheque Signing Policy the internal procedure for the review of payments will be updated so that the Divisional Director of Financial Services reviews all payments over \$100,000.

The results of the survey and review of the City's policies and controls have concluded that the Banking and Cheque Signing Policy is redundant and should be repealed.

Internal Circulation:

Divisional Director, Financial Services
Financial Planning Manager
Controller

Financial/Budgetary Considerations:

The financial controls which the City currently has in place include the Budget Process, the Corporate Purchasing Policy and the Corporate Purchasing and Invoice Approval Policy. The budget process ensure Council has approved the budget through the annual budget process or a council resolution. The Corporate Purchasing Policy states that all procurements must have budget approved by Council. The Corporate Purchasing and Invoice Approval Policy provides the dollar thresholds limit which management are authorized.

External Agency/Public Comments:

The City's external financial auditor was contacted to ensure this policy is not essential for assessing the City's internal controls and will not negatively affect the external audit. The external financial auditor felt that the Council budget approval process and the purchasing and invoice approval policy would be adequate financial controls.

Considerations not applicable to this report:

Legal/Statutory Authority:

Legal/Statutory Procedural Requirements:

Existing Policy:

Personnel Implications:

Communications Comments:

Alternate Recommendation:

Submitted by:

Carson Chan, Payroll & Internal Controls Manager

Approved for inclusion:



Genelle Davidson, Divisional Director, Financial Services

cc: Confidential Secretary
Divisional Director, Financial Services
Financial Planning Manager
Controller

Attachments:

Council Policy No. 09 Banking and Cheque Signing



City of Kelowna
 1435 Water Street
 Kelowna, BC V1Y 1J4
 250 469-8500
 kelowna.ca

Council Policy

Banking and Cheque Signing

APPROVED September 15, 1981

RESOLUTION: R375/10/04/26

REPLACING: R529/05/05/30; R392/03/04/28; R631/01/08/13; R775/98/10/05; R-1981/09/15

DATE OF LAST REVIEW: April 2010

Effective January 1, 2006, all cheques in excess of \$50,000 be counter-signed on behalf of the City of Kelowna by the Mayor or Acting-Mayor or a Member of Council and the Systems and Reporting Manager, Financial Planning Manager or the Director of Financial Services.

REASON FOR POLICY

To clarify cheque signing authority.

LEGISLATIVE AUTHORITY

Council Resolution.

PROCEDURE FOR IMPLEMENTATION

The Financial Services Department ensures that cheques are signed in accordance with this policy.

Banking and Cheque Signing Policy

City & Kelowna

Recommendation

- ▶ Council Policy No. 09 being Banking and Cheque Signing be rescinded

Background

- ▶ Counter-sign cheques over \$50,000
- ▶ Last update April 2010
- ▶ Survey found not a best practice
- ▶ Rely on other policies and financial controls
- ▶ Review found redundant process

Financial Consideration

- ▶ Council budget process or Council resolution
- ▶ Purchasing and invoice approval policy
- ▶ Divisional Director review of payments over \$100,000
- ▶ Contacted external auditor