

City of Kelowna

Regular Council Meeting

AGENDA



Monday, February 11, 2019

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

4 - 9

Regular PM Meeting - February 4, 2019

3. Public in Attendance

3.1 Central Okanagan Heritage Society

10 - 25

Annual presentation by Manager, City of Kelowna Heritage Grants Program.

4. Development Application Reports & Related Bylaws

4.1 Taylor Rd 545, Z18-0114 - Jessica Michelle Rypstra

26 - 30

To rezone the subject property from RU1 – Large Lot Housing to RU1c Large Lot Housing with Carriage House to facilitate the development of a carriage house.

4.2 Taylor Rd 545, BL11757 (Z18-0114) - Jessica Michelle Rypstra

31 - 31

To give Bylaw No. 11756 first reading in order to rezone the subject property from the RU1 – Large Lot Housing zone to RU1c Large Lot Housing with Carriage House zone.

4.3 Pier Mac Way 1945, DP18-0168 - Stretch Construction Ltd., Inc.No. A0102923

32 - 47

To review the Form & Character Development Permit of a 10-unit industrial, self-storage building with commercial retail and office space.

4.4 Rescinding Housing Agreement Authorization Bylaw No. 9999

48 - 49

To rescind Housing Agreement Authorization Bylaw No. 9999.

4.5	BL11758 - Rescinding Housing Agreement Authorization Bylaw No. 9999	50 - 50
	To give Bylaw No. 11758 first, second and third readings in order to rescind housing authorization Bylaw No. 9999.	
5.	Bylaws for Adoption (Development Related)	
5.1	Taylor Crescent 2414, BL11735 (Z18-0100) - Mark E. A. Danielson and Erin A. Cram	51 - 51
	To adopt Bylaw No. 11735 in order to rezone the subject property from the RU1 - Large Lot Housing zone to the RU1c - Large Lot Housing with Carriage House zone.	
6.	Non-Development Reports & Related Bylaws	
6.1	Hospital Area Plan – Phase II – Transportation and Land Use	52 - 93
	To inform Council on the Hospital Area Plan – Phase II, specifically as it relates to land use and transportation, with the goal of proactively guiding the future development of the area east of the Kelowna General Hospital.	
6.2	Okanagan Rail Trail Update	94 - 117
	To provide Council an update on the Okanagan Rail Trail Committee and have Council endorse joint principles that relate to the entire corridor.	
6.3	Canyon Falls Park Slope Stability	118 - 120
	To amend the City's 2019 Financial Plan to cover the cost of a geotechnical evaluation to assess the Canyon Falls Park Slope Stability Issue.	
6.4	Budget Amendments for the Pedestrian/Cycle Overpass and Multi-Use Path Capital Project & the John Hindle Drive (2,3,4) DCC Road Capital Project	121 - 123
	To amend the City's 2018 Financial Plan to include grant proceeds from the Ministry of Transportation and Infrastructure's BikeBC Program for the John Hindle Drive Pedestrian/Cycle Overpass and Multi-Use Path project, and to adjust budget to cover final costs of the John Hindle Drive (2,3,4) DCC Road project.	
6.5	Active Transportation Corridors Progress Update	124 - 155
	To provide Council with an update on the Active Transportation Corridor.	
6.6	2018 Kelowna Outdoor Events Summary	156 - 174
	To endorse the proposed Event & Festival Framework and provide Council with an update on the 2018 outdoor event season and an overview of the 2019 Event Services Branch plans.	
7.	Mayor and Councillor Items	

8. Termination



City of Kelowna Regular Council Meeting Minutes

Date: Monday, February 4, 2019

Location: Council Chamber
City Hall, 1435 Water Street

Members Present Mayor Basran, Councillors Maxine Dehart, Ryan Donn, Gail Given, Charlie Hodge, Mohini Singh, Luke Stack, Loyal Wooldridge

Members Absent Councillor Brad Sieben

Staff Present City Manager, Doug Gilchrist; City Clerk, Stephen Fleming; Community Planning Department Manager, Ryan Smith*; Urban Planning Manager, Terry Barton*; Community Planning Supervisor, Laura Bentley*; Planner II, Lydia Korolchuk*; Planner I, Andrew Ferguson*; Long Range Policy Planning Manager, James Moore*; Planner Specialist, Ross Soward*; Infrastructure Engineering Manager, Joel Shaw*; Legislative Coordinator (Confidential), Clint McKenzie; Legislative Coordinator (Confidential) Rebecca Van Huizen

(*denotes partial attendance)

1. Call to Order

Mayor Basran called the meeting to order at 1:36 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 Wooldridge

(R0105/19/02/04) THAT the Minutes of the Regular Meetings of January 28, 2019 be confirmed as circulated.

Carried

3. Development Application Reports & Related Bylaws

3.1 Ethel Street 907, TA18-0010 - Emil Anderson Construction Co. Ltd., Inc. No. 172775

Staff displayed a PowerPoint presentation providing an overview of the application and responded to questions from Council.

Moved By Councillor Hodge/Seconded By Councillor Singh

(R0106/19/02/04) THAT Zoning Bylaw Text Amendment Application No. TA18-0010 to amend City of Kelowna Zoning Bylaw No. 8000 as outlined in the Report from the Community Planning Department dated February 4, 2019 for Lot A Section 30 Township 26 ODYD Plan 18927 located at 907 Ethel Street be considered by Council;

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

AND FURTHER THAT final adoption of the Zoning Bylaw Text Amending Bylaw be considered subsequent to the outstanding conditions of approval as set out in Schedule "B" attached to the Report from the Community Planning Department dated February 4, 2019.

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

Carried

3.2 Ethel Street 907, BL11752 (TA18-0010) - Emil Anderson Construction Co. Ltd., Inc. No. 172775

Moved By Councillor Stack/Seconded By Councillor Donn

(R0107/19/02/04) THAT Bylaw No. 11752 be read a first time.

Carried

3.3 Cariboo Rd 160, Z18-0111 - Akram Shami, Jamileh Shami, Shouwkat Shami

Staff displayed a PowerPoint presentation providing an overview of the application and responded to questions from Council.

Staff confirmed that an HAP is not required, as stated in the report.

Moved By Councillor Wooldridge/Seconded By Councillor Singh

(R0108/19/02/04) THAT Rezoning Application No. Z18-0111 to amend the City of Kelowna Zoning Bylaw No. 8000 by changing the zoning classification of Lot B Section 4 Township 23 ODYD Plan 20088, located at 160 Cariboo Road, Kelowna, BC from the RR3 – Rural Residential 3 zone to the RR3c – Rural Residential 3 with Carriage House zone, be considered by Council;

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

Carried

3.4 Cariboo Rd 160, BL11753 (Z18-0111) - Akram Shami, Jamileh Shami, Shouwkat Shami

Moved By Councillor Stack/Seconded By Councillor Donn

(R0109/19/02/04) THAT Bylaw No. 11753 be read a first time.

Carried

3.5 Hobson Rd 4389 - Z18-0110 - Cody Franson

Staff displayed a PowerPoint presentation providing an overview of the application and responded to questions from Council.

Moved By Councillor Singh/Seconded By Councillor DeHart

(R0110/19/02/04) THAT Rezoning Application No. Z18-0110 to amend the City of Kelowna Zoning Bylaw No. 8000 by changing the zoning classification of Lot B District Lot 167 ODYD Plan 17542, located at 4389 Hobson 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

3.6 Hobson Rd 4389, BL11754 (Z18-0110) - Cody Franson

Moved By Councillor Stack/Seconded By Councillor DeHart

(R0111/19/02/04) THAT Bylaw No. 11754 be read a first time.

Carried

3.7 Gordon Dr 3802 DP18-0206 - The Pit Stop C-Stop & Gas Bar Ltd

Staff displayed a PowerPoint presentation providing an overview of the application and responded to questions from Council.

Moved By Councillor DeHart/Seconded By Councillor Hodge

(R0112/19/02/04) That Council authorizes the issuance of Development Permit No. DP18-0206 for Lot A, District Lot 134, ODYD, Plan 40137, located at 3802 Gordon Drive, Kelowna, BC subject to the following:

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

AND THAT Council's consideration of the Development Permit be considered subsequent to the outstanding conditions of approval as set out in Attachment "A" attached to this Council Report;

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

Carried

4. Bylaws for Adoption (Development Related)

4.1 Knox Cr. 1969, Z18-0098 (BL11716) - Charles and Lesley Roberts

Moved By Councillor Wooldridge/Seconded By Councillor Given

(R0113/19/02/04) THAT Bylaw No. 11716 be adopted.

Carried

5. Non-Development Reports & Related Bylaws

The Mayor altered the order of Non-Development and related bylaws items on the agenda.

5.5 Saucier Rd (Adjacent to 1690) - Road Closure Bylaw

Moved By Councillor Stack/Seconded By Councillor Singh

(R0114/19/02/04) THAT Council receives, for information, the Report from the Acting Manager, Real Estate Services dated February 4, 2019, recommending that Council adopt the proposed closure of a portion of road adjacent to 1690 Saucier Road;

AND THAT Bylaw No. 11740, being proposed road closure of a portion of road adjacent to 1690 Saucier Road, be given reading consideration.

Carried

5.6 Saucier Rd (Adjacent to 1690), BL11740 - Road Closure Bylaw

Moved By Councillor Given/Seconded By Councillor Wooldridge

(R0115/19/02/04) THAT Bylaw No. 11740 receive first, second and third reading.

Carried

5.7 Saucier Rd (Adjacent to 1651) - Road Closure Bylaw

Moved By Councillor Given/Seconded By Councillor Donn

(R0116/19/02/04) THAT Council receives, for information, the Report from the Acting Manager, Real Estate Services dated February 4, 2019, recommending that Council adopt the proposed closure of a portion of road adjacent to 1651 Saucier Road;

AND THAT Bylaw No. 11741, being proposed road closure of a portion of road adjacent to 1651 Saucier Road, be given reading consideration.

Carried

5.8 Saucier Rd (Adjacent to 1651), BL11741 - Road Closure Bylaw

Moved By Councillor Wooldridge/Seconded By Councillor Given

(R0117/19/02/04) THAT Bylaw No. 11741 receive first, second and third reading.

Carried

5.3 2019 Cultural Grants – General Operating and Project

Staff displayed a PowerPoint presentation identifying the 2019 Cultural Grant Applicants and responded to questions from Council.

Moved By Councillor Donn/Seconded By Councillor Hodge

(R0118/19/02/04) THAT Council receives, for information, the list of 2019 recipients for Cultural General Operating and Project Grants as outlined in the report from the Cultural Services Manager dated February 4, 2019.

Carried

5.4 2019 Cultural Grants – Professional Operating

Staff displayed a PowerPoint presentation identifying the 2019 Cultural Grant Applicants and responded to questions from Council.

Moved By Councillor Stack/Seconded By Councillor Given

(R0119/19/02/04) THAT Council receives, for information, the report dated February 4, 2019 from the Cultural Services Manager regarding the 2019 Cultural Grants – Professional Operating;

AND THAT Council approves the distribution of \$145,0000 in grant funding for the 2019 Cultural Grants - Professional Operating as recommended in the report dated February 4, 2019 from the Cultural Services Manager.

Carried

5.1 Responding to the Infrastructure Challenge: 2018 Community Trends Report

Staff displayed a PowerPoint presentation providing an overview of the 2018 Community Trends Report and responded to questions from Council.

Moved By Councillor Given/Seconded By Councillor Wooldridge

(R0120/19/02/04) THAT Council receives, for information, the report from the Planner Specialist dated February 4, 2019, with respect to Kelowna's 2018 Community Trends Report.

Carried

5.2 2019 Rental Housing Grants Amendment

Councillor Stack declared a conflict of interest discussion as his employer is an applicant of the grants and left the meeting at 3:00 pm.

Staff spoke to the reasons for the amendment to the Rental Housing Grant.

Moved By Councillor Given/Seconded By Councillor DeHart

(R0121/19/02/04) That Council approve the revised rental housing grant amounts as described in the report from the Long Range Policy Planning Manager, dated February 4, 2019.

Carried

6. Mayor and Councillor Items

Councillor Hodge:

- Looking forward to attending his first Downtown Kelowna Association meeting later this week.

Councillor Stack returned to the meeting at 3:02pm.

Councillor Donn:

- Attended a recent UDI Luncheon and provided comments on some of the highlights.

Councillor DeHart:

- Attended the UDI Luncheon as well, the Knights of Columbus and URBA events last week.
- Commented that Al Waters, Capital News has accepted a new assignment with the paper and thanked him for his service

Mayor Basran:

- Attended Ballet Kelowna winter program last week.
- Recognized and thanked Al Waters, Capital News, for all his years covering City Hall as this is the last council meeting he is assigned to cover.

7. Termination

This meeting was declared terminated at 3:06 p.m.

Mayor Basran

sf/rvh

City Clerk

CITY OF KELOWNA HERITAGE GRANTS PROGRAM (CoKHGP)



CENTRAL OKANAGAN HERITAGE SOCIETY manages CITY OF KELOWNA HERITAGE GRANTS PROGRAM



“Over the past 30 years, Canada has lost 23 percent of its historic building stock in urban areas and 21 percent in rural areas. This rate of destruction is disturbing both in terms of lost heritage and increased environmental waste.”

(National Trust of Canada)



THE BENEFITS COHS PROVIDES BY MANAGING THE CoKHGP:

- **Expertise in administration (12th year)**
- **Grants Manager is a heritage consultant**
- **Grants Committee is comprised of a select group of heritage, architectural, construction, and historical specialists**
- **Four Committee meetings a year**

THE BENEFITS COHS PROVIDES BY MANAGING THE CoKHGP:

- **Program manager and committee members keep up to date on heritage issues in Kelowna, British Columbia and Canada**
- **Answering inquiries on heritage matters**
- **Annual Program Information Session in March**
- **Promotes the program**

GRANT SUMMARY 2018

City Allotment	\$35,000.00
Rollover Funds	\$ 1,802.20
Grant Savings	\$ 2,417.00
Rescinded Grant Amount	\$ 6,948.00
Total Funds Available	\$46,167.20
Amount Allotted (8 projects funded*)	\$44,902.00
*3 projects did not receive a grant- due to lack of funds	
Rollover Funds for 2018 (incl int & fees)	\$ 1,473.39

COMPLETED GRANTS 2018

Total Grants Completed **\$ 58,933.00**

Total Owners' Contributions **\$ 72,669.90**

Total Project Costs **\$131,602.90**

Approved Projects: New Roof



Lewis Residence
1852 Water St, \$6,141



Harvey House, Designated
715 Sutherland Ave, \$7,247-
Roof repairs, including soffits,
fascia boards, eavestroughs and
downspouts

Approved Projects: Prep & Paint



James Pettigrew House,
1957 Abbott St, \$3,850



Gurr Family House,
815 Lawrence Ave, \$7,013



Pettigrew House, Designated
732 DeHart Ave, \$745

Approved Projects: Prep & Paint cont.



T.E. Handlen House
780 DeHart Ave, \$2,300



Leckie House, Designated
781 Bernard Ave, \$11,610

Approved Projects: Conservation Projects

Sarah Frank House

822 Lawrence Ave, \$4,781 -

Foundation repairs



COHS Recommendations:

- **Continue to increase the Allotment Grant until it reaches \$50,000 as recommended in the *City of Kelowna Heritage Strategy 2007, updated July 2015***
- ***Management of the program to be confirmed early in the year with a multi-year contract***
- ***Heritage educational and awareness component added in conjunction with the program to enhance CoKHGP and build a stronger understanding of Kelowna's heritage***

Financial incentive programs exist to encourage private sector investment in the preservation of historic properties. Generally, they counter demolition by giving owners the financial ability — tax breaks, grants, waivers of fees, material and labour donations, and non-monetary density bonuses—to proceed with rehabilitation projects that might not otherwise happen.

(National Trust of Canada)



CITY OF KELOWNA HERITAGE GRANTS PROGRAM (CoKHGP)



CITY of KELOWNA HERITAGE GRANTS PROGRAM: 2018 Annual Report- Executive Summary

The City of Kelowna Heritage Grants Program (CoKHGP) completed its eleventh year under the management of the Central Okanagan Heritage Society (COHS). The CoKHGP is an arm's length committee and is not managed by the COHS Board. During this period, the mandate of the program has become focused primarily on informing the public about the program, answering any inquiries about the program, as well as general heritage conservation questions, administering the application process, and educating heritage building owners on good heritage conservation practices.

Grant Summary

The City of Kelowna Heritage Grants program committee had four regular meetings in 2018 to review grant applications, requests for modifications, extensions or to rescind a grant and grant completions for Kelowna Heritage Register buildings.

The table below outlines the number and dollar amount of grants approved, the annual allotment from the City of Kelowna, carry forward amounts from the previous year, grant savings for portions unused, rescinded grants back to the program and the dollar amount of the funds available. Looking back at the past five years of the grant program, allotment of funds has seen a fairly consistent increase in demand.

	2018	2017	2016	2015	2014	2013
Grants Approved #	8	9	12	12	11	13
City Allotment	35,000.00	35,000.00	35,000.00	35,000.00	35,000.00	35,000.00
Rollover Funds (including bank interest & fees)	1,802.20	12,631.87	14,855.14	5,171.11	4,670.27	2,469.20
Total Funds (available at start of year)	36,802.20	47,631.87	49,855.14	40,171.11	39,670.27	32,469.20
Grant Savings in Year	2,417.00	2,426.00	2,468.00	2,562.00	797.00	8,135.84
Rescinded Grants in Year	6,948	2,920.00	360.00	15,000.00	3,750.00	1,430.00
Total Funds Available (including savings & rescinded)	46,167.20	52,977.87	52,683.14	57,733.11	44,217.27	42,035.04
Amount Allotted	\$44,902	\$51,389.00	\$40,390.00	\$44,032.00	\$39,488.00	\$37,787.00

The summary of the new applications and on-going approved grants that were considered at the four meetings in 2018 is in the table below.

Grants Approved (Appd)	Grants Not Appd (# lack of funds)	Grants Rescinded	Grants Modified	Grants Extension	Grants Completed*	Total Paid Grants Completed	Total Owners' Contributions	Total Project Costs
8	0 (3)	1	0	2	12	\$58,933.00	\$72,669.90	\$131,602.90

At the end of 2018, there was a total of \$1,265.20 that was not allotted. With bank interest, rewards, membership shares, and fees for 2018, the grand total left is \$1,473.39 (incl bank interest & fees). This money will go back into the program for 2019 as the rollover funds.

Approved Grants: (Note: there were three applications that did not receive a grant due to lack of funds)

1852 Water Street, Lewis Residence; *Approved and Completed (\$6,141); New shingle roof*
1957 Abbott Street, James D. Pettigrew House; *Approved and Completed (\$3,850); Prep & paint*
822 Lawrence Avenue, Sarah Frank House; *Active (\$4,781 approved); Foundation repairs*
815 Lawrence Avenue, Gurr Family House; *Approved (\$7,013); Prep & paint*
732 DeHart Avenue, H. Pettigrew House, **Designated**; *Approved & Completed (\$745); Prep & paint of verandah*
780 DeHart Avenue, T.E. Handlen House; *Approved and Completed (\$2,300); Prep & paint*
781 Bernard Avenue, Leckie House, **Designated**; *Approved and Completed (\$11,610); Prep & paint*
715 Sutherland Avenue, Harvey House, **Designated**; *Active (\$7,247 approved); Roof repairs*

Rescinded Grants:

1580 Water Street, Courier Building; *Rescinded (\$6,948); New roof*

Completed Grants:

409 Park Avenue, F.W. Groves House; *Completed April 2018 (\$7,500); New roof*
1912 Abbott Street, Cookson House; *Completed June 2018 (\$4,300); Prep & paint*
2279 Benvoulin Road, McIver House; *Completed June 2018 (\$5,000); Conservation work*
732 Sutherland Avenue, Coubrough House; *Completed June 2018 (\$1,700); Conservation work*
608-650 Sutherland Avenue, St. Michael's Cathedral; *Completed Sept 2018 (\$3,019); Conservation work*
710 Sutherland Avenue, N.D. McTavish House; *Completed Nov 2018 (\$7,100); Prep & paint*
1449 Ethel St, Billy Lloyd-Jones House; *Completed Nov 2018 (\$5,668); New roof*

Recommendations for 2019

As in the past years, it is strongly recommended that the annual allotment grant be increased until it reaches \$50,000 per year, the amount recommended in the *City of Kelowna Heritage Strategy 2007, updated July 2015*.

It is recommended that an educational and/or awareness component be added to the program to enhance the heritage grants program and build an understanding of what is heritage conservation. This program would help to raise awareness and educate the community on our local heritage.

It is recommended that the management of the program be confirmed before the start of the new year, in order to plan for the next year and set up the program in early January. A multi-year contract would also allow planning for the upcoming year(s).

Conclusion

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

Respectively Submitted,

Lorri Dauncey, program manager, CoKHGP

MA (Planning/ Heritage Conservation), Dip (Cultural Resource Management/ Heritage Conservation), BA (History in Art)

REPORT TO COUNCIL



Date: February 25, 2019

RIM No. 1250-30

To: City Manager

From: Community Planning Department (AJ)

Application: Z18-0114 **Owner:** Jessica Rypstra

Address: 545 Taylor Road **Applicant:** Stephen Rypstra

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. Z18-0114 to amend the City of Kelowna Zoning Bylaw No. 8000 by changing the zoning classification of Lot 1 Section 22 TWP 26 ODYD Plan 28651 located at 545 Taylor 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 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 February 25, 2019;

AND FURTHER THAT final adoption of the Rezoning Bylaw be considered subsequent to the approval of the Ministry of Transportation and Infrastructure.

2.0 Purpose

To rezone the subject property from RU1 – Large Lot Housing to RU1c Large Lot Housing with Carriage House 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 a carriage house is aligned with the OCP Policies of Compact Urban Form – increasing density where infrastructure already exists, and of Carriage Houses & Accessory Apartments – supporting carriage houses and accessory apartments through appropriate zoning regulations. The property is connected to City sanitary sewer and within the Permanent Growth Boundary.

The applicant has submitted conceptual drawings for a carriage house indicating that it can be constructed to meet the Zoning Bylaw requirements without any variances. Parking requirements can be met within the existing carport and on the driveway. Should the rezoning application be supported by Council, a Development Permit would not be required and the applicant could apply directly for a Building Permit.

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

4.0 Proposal

4.1 Project Description

The applicant has submitted conceptual drawings siting the carriage house on the property above an existing garage space.

4.2 Site Context

The property is located in the Rutland area, north of Collison Road and east of Ziprick Road. The surrounding neighbourhood consists primarily of single family dwellings, with RU1c, RU2c and RU6 properties in the vicinity. Specifically, adjacent land uses are as follows:

Orientation	Zoning	Land Use
North	RU1 – Large Lot Housing	Single Family Dwelling
East	RU1 – Large Lot Housing	Single Family Dwelling
South	RU1 – Large Lot Housing	Single Family Dwelling
West	RU1 – Large Lot Housing	Single Family Dwelling

Subject Property Map: 545 Taylor Road



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.

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.

Carriage Houses & Accessory Apartments.³ Support carriage houses and accessory apartments through appropriate zoning regulations.

6.0 Technical Comments

6.1 Development Engineering Department

Refer to Attachment A: Development Engineering Memorandum.

Application Chronology

Date of Application Received: November 29, 2018

Date Public Consultation Completed: January 21, 2018

Report prepared by: Arlene Janousek, Planner

Reviewed by: Dean Strachan, Suburban and Rural Planning Manager

Approved for Inclusion: Ryan Smith, Community Planning Department Manager

Attachments:

Attachment A: Development Engineering Memorandum

Schedule A: Site Plan

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

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

³ City of Kelowna Official Community Plan, Policy 5.22.12 (Development Process Chapter).

CITY OF KELOWNA

MEMORANDUM

Date: December 10, 2018
File No.: Z18-0114
To: Urban Planning Management (AJ)
From: Development Engineering Manager (JK)
Subject: 545 Taylor Rd RU1 to RU1c

Development Engineering has the following comments and requirements associated with this application to rezone from RU1 to RU1c to facilitate the development of a carriage house. The servicing requirements outlined in this report will be a requirement of this development.

1. Domestic Water and Fire Protection

The property is located within the Rutland Water District (RWD) service area. The water system must be capable of supplying domestic and fire flow demands of the project in accordance with the Subdivision, Development & Servicing Bylaw. The developer is responsible, if necessary, to arrange with RWD staff for any service improvements.

2. Sanitary Sewer

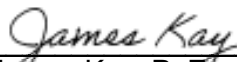
- a) Our records indicate that this property is currently serviced with a 100mm-diameter sanitary sewer service with an inspection chamber which is adequate for this application. A brooks box will be required to be placed on the inspection chamber.
- b) This property is located within Sewer Specified Area #23. The proposed carriage house will trigger an additional cost share for 0.5 Single Family Equivalent (SFE) of the current pay-out rate for Sewer Specified Area #23. which is \$5093.72 per SFE. The cost for one SFE has previously been paid out for this property and the additional cost for the proposed carriage house is **\$2546.86** (\$5093.72 x 0.5 SFE).

3. Development Permit and Site Related Issues

- a) Direct the roof drains onto splash pads.
- b) Original driveway width is acceptable for this application.

4. Electric Power and Telecommunication Services

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


James Kay, P. Eng.
Development Engineering Manager
agm

ATTACHMENT		A
This forms part of application		
# Z18-0114		
Planner Initials	AJ	
		City of Kelowna COMMUNITY PLANNING

SCHEDULE

A

This forms part of application

Z18-0114

Planner Initials

AJ

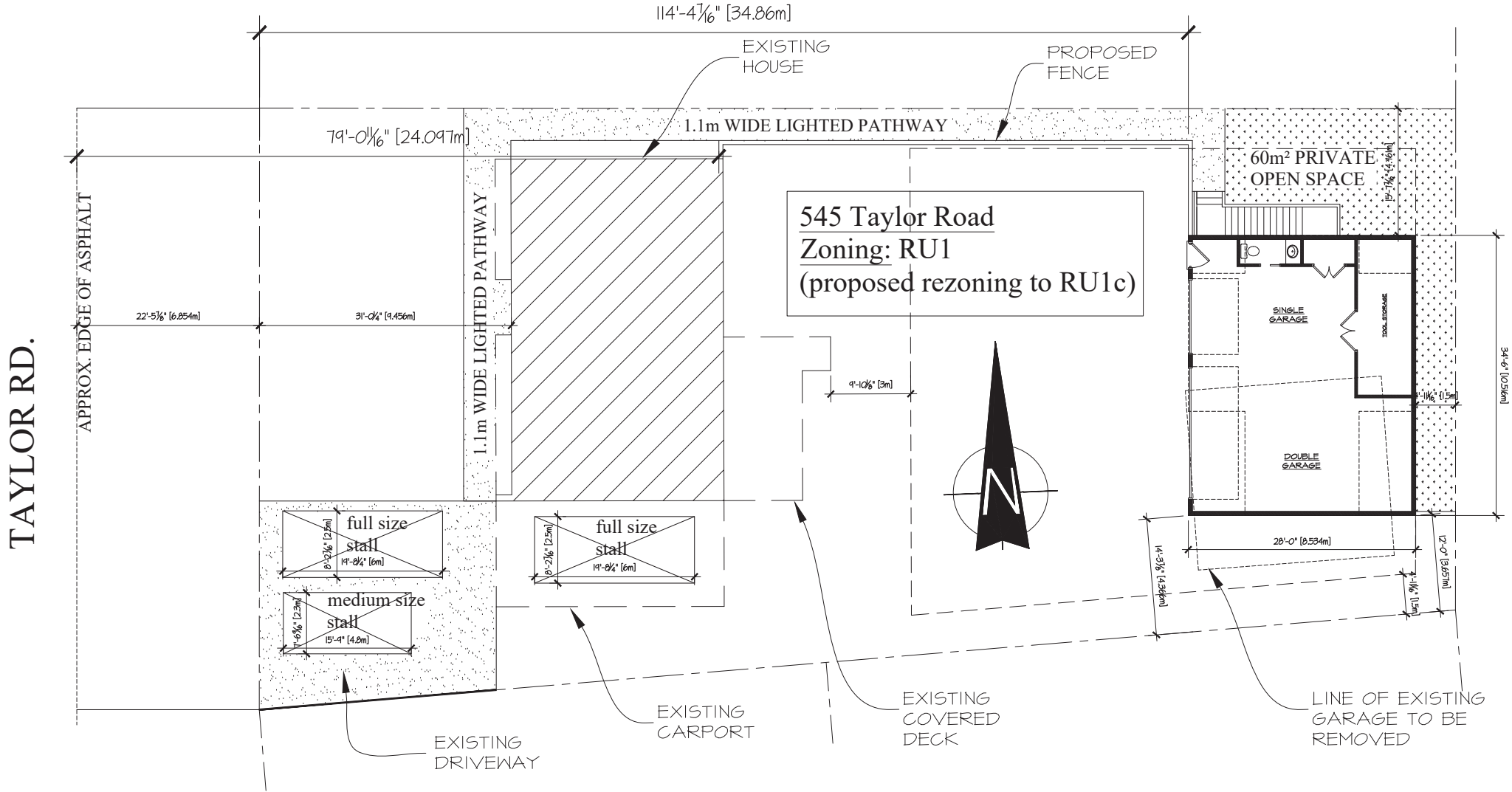
City of Kelowna

COMMUNITY PLANNING

ERRORS AND OMISSIONS

I shall not be responsible for any variances in structural drawings and specifications, or adjustments required in conditions encountered at the job site, and is the sole responsibility of the owner or contractor.

I make every effort to provide complete and accurate construction drawings. However, we assume no liability for omissions which may affect construction. It is the responsibility of all trades and sub-trades to check and verify all details before commencing with their portion of the work. Should any discrepancies be found on these plans, our office so we can make the necessary corrections.



545 Taylor Road
Zoning: RU1 (rezoning to RU1c)

Site Calculations

Site Area = 929.47 m² (10,004.77 sq. ft.)	Existing Principal Building Net Floor Area: = 202.41m² (2178.70 sq. ft.) Carriage House Area (Upper Floor) total = 67.08m² (722 sq. ft.) Carriage House = 33.14 % of Principal Building Total Allowed of = 75 % of Principal Building
1. Proposed Building Footprint = 89.74m² (966.00 sq. ft.)	Proposed Building Garage Floor Area: = 89.74m² (966 sq. ft.) Carriage House (Upper Floor) total area = 67.08m² (722 sq. ft.) Carriage House = 74.74 % of Principal Building Total Allowed of = 75 %
2. Existing Principal Building Footprint (Includes existing carport & covered deck) = 156.18m² (1,681.08 sq. ft.)	Existing building coverage = 16.80 % (not including driveway) Proposed Building Coverage = 9.66 %
3. Existing Driveway = 66.36m² (714.32 sq. ft.)	Total Site Coverage without driveway = 26.46% Total Allowed (maximum) = 40 % Total Site Coverage with driveway = 33.6% Total Allowed (maximum) = 50 %

REVISIONS		
REV	DATE	DESCRIPTION
A	03/04/18	ISSUED FOR TENDER
B	24/04/18	PLAN CHANGES
C	12/12/18	PLAN CHANGES
NOTE:		

EVAN GILBERT

drafting & design

www.evgdrafting.ca

778.478.7722

PROJECT TITLE

545 TAYLOR RD.

KELOWNA, BC

DATE:

12/12/18

DRAWING SCALE:

1/8" = 1'0"

DRAWN BY:

EKG

CHECKED BY:

SR

APPROVED BY:

SHEET NAME

SITE PLAN

PROGRESS

PRELIMINARY

REVISION

D

PLAN NUMBER:

686

SHEET NUMBER

A1

SHEET

1 OF 2

CITY OF KELOWNA
BYLAW NO. 11757
Z18-0114 - 545 Taylor Rd

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 1 Section 22 TWP 26 ODYD 28651 located on Taylor Road, Kelowna, B.C., from the RU1 – Large Lot Housing Zone to the RU1C – Large Lot Housing Zone 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

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: February 11, 2019

RIM No. 0940-00

To: City Manager

From: Community Planning Department (BBC)

Application: DP18-0168

Owner: Stretch Construction Ltd., Inc.
No. A0102923

Address: 1945 Pier Mac Way

Applicant: Stretch Construction Ltd., Inc.
No. A0102923

Subject: Development Permit

Existing OCP Designation: Industrial (IND)

Existing Zone: CD15 – Airport Business Park (IND)

1.0 Recommendation

THAT Council authorize the issuance of Development Permit No. DP18-0168 for Lot 1, District Lot 32 and Section 14, Township 23, ODYD, Plan EPP64961, located at 1945 Pier Mac Way, Kelowna, BC, subject to the following:

1. The dimensions and siting of the building to be constructed on the land be in general accordance with Schedule A;
2. The exterior design and finish of the building to be constructed on the land be in general accordance with Schedule B;
3. Landscaping to be provided on the land to be in general accordance with Schedule C;
4. That the applicant be required to post with the City, a Landscape Performance Security deposit in the form of a "Letter of Credit" in the amount of 125% of the estimated value of the landscaping, as determined by a professional landscaper (Schedule C);
5. That the applicant be required to complete the requirements of Attachment A as attached to the Report from Development Engineering dated August 9, 2018.

AND THAT the applicant be required to complete the above noted conditions of Council's approval of the Development Permit Application in order for the permit to be issued;

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

2.0 Purpose

To review the Form & Character Development Permit of a 10-unit industrial, self-storage building with commercial retail and office space.

3.0 Community Planning

Staff are recommending support for the proposed Development Permit as the proposal is consistency with many of the Official Community Plan's (OCP) urban design guidelines. The applicant has worked with Staff to refine the proposal. The changes that occurred through the process were as follows:

- In keeping with the principle of utilizing colour inspired by the region's natural and cultural landscaping, the applicant selected a deeper shade of red (maroon and differing tones of grey) instead of the originally proposed "bright red" for the exterior façade of the building;
- On-site landscaping improvements included landscaped outdoor space with seating area, parking lot landscape islands and shade trees, shade trees at main entrance to the site, and additional trees and landscaping along the highway buffer;
- Off-site landscaping improvements including additional boulevard landscaping along Pier Mac Way in order to screen mechanical and waste bin areas.

Overall, the form and character of this industrial self-storage building exceeds other existing warehouse buildings in the Airport Business Park. The positive aspects of the proposal include: the use of glazing at the building's entrance along Pier Mac Way as well as the Highway frontage, the appropriate use of colours with the primary building facades, on-site landscaping improvements, and installation of Highway landscaping buffer.

4.0 Proposal

4.1 Project Description

The development proposal is for 10-unit self-storage building with commercial retail and office space. The 8.5 meter tall proposed building is well designed in term of massing. Detailing of the indentations and accents create visual interest and help relieve the building of bulky elements. The ornamental features and articulations add to the architectural elements. The differing heights of the cornice and roof lines also help achieve mitigating massing. Finally, differing exterior colours (maroon and differing tones of grey) adds a visual element of varying textures. The landscaping buffers and planting types meets the OCP guidelines for industrial development in the Airport Business Park area. In addition to meeting the parking requirements under the CD15 zoning, the applicant has also provided two barrier free disabled parking stalls on the property.

No variances area being tracked. The applicant is required to meet the current Sign Bylaw regulations for the permanent signs on the building at the time of Sign permit application.

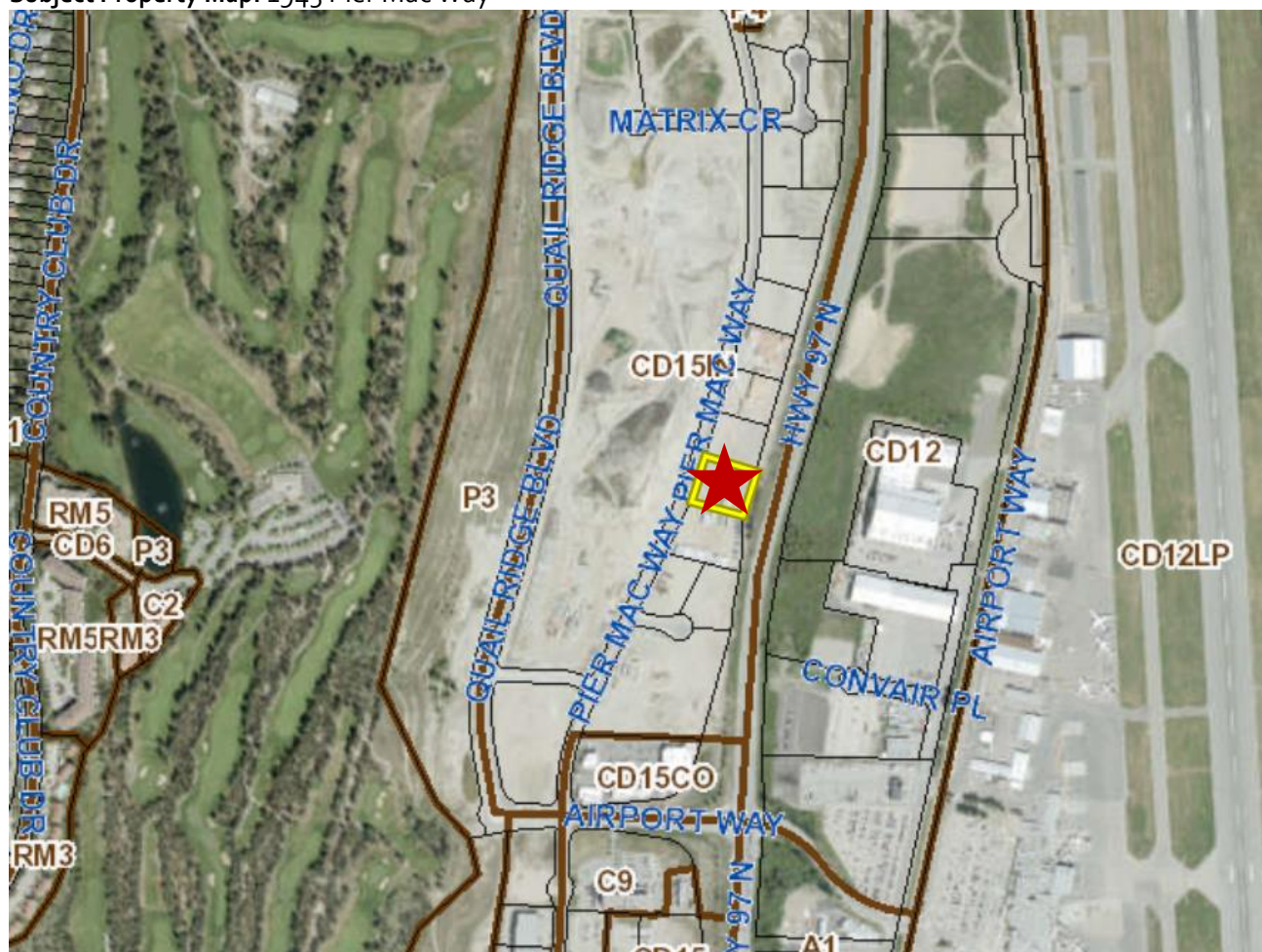
4.2 Site Context

The subject parcels are located within the Airport Business Park area. The subject property is designated as Industrial (IND) in the OCP and the lot is within the Permanent Growth Boundary. Specifically, the adjacent land uses are as follows:

Orientation	Zoning	Land Use
North	CD15 - Airport Business Park (Industrial)	Vacant / Industrial
East	CD12 Airport	Airport

South	CD15 - Airport Business Park (Industrial)	Vacant / Industrial
West	CD15 - Airport Business Park (Industrial)	Vacant / Industrial

Subject Property Map: 1945 Pier Mac Way



4.3 Zoning Analysis Table

Zoning Analysis Table		
CRITERIA	CD15 ZONE REQUIREMENTS	PROPOSAL
Development Regulations		
Height	18.0 m / 4 storeys	8.5 m / 1 ½ storeys
Front Yard (Pier Mac Way)	6.0m	6.1 m
Side Yard (north)	0.0 m	1.8 m
Side Yard (south)	0.0 m	1.2 m
Rear Setback (Hwy 97)	Min 7.0m Max 10.0m	7.0 m
Site coverage	50%	49.6%
FAR	1.5 Max	0.51
Parking Regulations		
Minimum Parking Requirements	20 stalls	19 stalls

Minimum Loading spaces	1 stall	1 stall
Disabled Parking Spaces	n/a	2 barrier free stalls
Ratio of Parking Stalls	Full size: 50% Min Medium Size: 40% Max Small Size: 10% Max	Full size: 100% (19 stalls) Medium Size: 0% (0 stalls) Small Size: 0% (0 stalls)
Minimum Drive Aisle Width	7.0 m	7.2 m
Setback (Parking) from a property line abutting a street	2.0 m	11.0 m
Other Regulations		
Minimum Bicycle Parking Requirements	Class 2: 7 bikes	Class 2: 8 bikes
Landscape Buffer	3.0 m	3.0 m
Minimum Percentage of coniferous trees	20%	38%
Primary Building Facades	Min 30% glazing or other relief	>30% glazing or other relief

5.0 Current Development Policies

5.1 Kelowna Official Community Plan (OCP)

Industrial Land Use Policies

Objective 5.28.¹ Focus industrial development to areas suitable for industrial use.

Industrial Supply Protection.² Protect existing industrial lands from conversion to other land uses by not supporting the rezoning of industrial land to preclude industrial activities unless there are environmental reasons for encouraging a change of use.

Amenities, ancillary services and utilities.³ Locate loading, garbage, storage, utilities and other ancillary services away from public view. All such areas shall be screened and designed as an integral part of the building to minimize impact.

Public and private open space.⁴ Design industrial developments to include outdoor break areas, green space, bicycle racks, skylights and windows in work areas, and linkages to recreational opportunities (e.g. linear parks).

Exterior elevations and materials.⁵

- Exterior building materials should be selected for their functional and aesthetic quality, and should exhibit qualities of workmanship, durability, longevity and ease of maintenance;
- Provide visually prominent, accessible, and recognizable entrances through attention to location, details, proportions, materials, and lighting that act to personalize or lend identity to a building;
- Continue higher quality materials used on the principal façade around any building corner or edge which is visible to the public;
- Use materials in combination to create contrast, enhance human scale, and reduce the apparent bulk of a building;
- Colour should not be used as the predominant feature of a building.

¹ City of Kelowna Official Community Plan, Objective 5.28, Chapter 10 (Development Process Chapter).

² City of Kelowna Official Community Plan, Policy 5.28.1, Chapter 5 (Development Process Chapter).

³ City of Kelowna Official Community Plan, Policy 11.1, Objective 11, Chapter 14 (Urban Design Development Permit Areas).

⁴ City of Kelowna Official Community Plan, Policy 7.5, Chapter 14 (Urban Design Development Permit Areas).

⁵ City of Kelowna Official Community Plan, Objective 6.0, Chapter 14 (Urban Design Development Permit Areas).

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 Permit(s).
- Placement permits are required for any sales or construction trailers that will be on site. The location(s) of these are to be shown at time of development permit application.
- A Hoarding permit is required and protection of the public from the staging area and the new building area during construction.
- Distance from the building to the outside garbage collection area is to be reviewed with the Fire Department.
- A Building Code analysis is required for the structure at time of building permit applications, but the following items may affect the form and character of the building(s):
 - Any alternative solution must be accepted by the Chief Building Inspector prior to the release of the Building Permit;
 - Location, heights, colours of mechanical systems and the required screening are to be determined at time of DP;
 - Any security system that limits access to exiting needs to be addressed in the code analysis by the architect;
 - Travel distances from mezzanines to be clearly defined at time of building permit application.
- A Geotechnical report is required to address the sub soil conditions and site drainage at time of building permit application. Minimum building elevations are required to be established prior to the release of the Development Permit. If a soil removal or deposit permit is required, this must be provided at time of Development Permit application.
- 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

- See attached Development Engineering Memo, dated August 9, 2018.

6.3 Fire Department

- Construction fire safety plan is required to be submitted and reviewed prior to construction and updated as required. Template at Kelowna.ca.
- Should a hydrant be required on this property it shall be operational prior to the start of construction and shall be deemed a private hydrant.
- This building shall be addressed off of the street it is accessed from.
- A fire safety plan as per section 2.8 BCFC is required at occupancy. The fire safety plan and floor plans are to be submitted for approval in AutoCAD Drawing format on a CD.
- Fire Department access is to be met as per BCBC 3.2.5. (please review primary entrance distances on drawing to ensure 3.2.5 is achieved and access route).
- Approved Fire Department steel lock box acceptable to the fire dept. is required by the fire dept. entrance and shall be flush mounted.

- All requirements of the City of Kelowna Fire and Life Safety Bylaw 10760 shall be met for communications.
- Fire alarm system is to be monitored by an agency meeting the CAN/ULC S561 Standard.
- Contact Fire Prevention Branch for fire extinguisher requirements and placement.
- Fire department connection is to be within 45M of a fire hydrant - unobstructed.
- Ensure FD connection is clearly marked and visible from the street.
- Sprinkler zone valves shall be accessible as per fire prevention bylaw (10760).
- Dumpster/refuse container must be 3 meters from structures or overhangs or in a rated room in the parking garage.
- Upon completion, an owners certificate and copy of NFPA 25 shall be provided for the sprinkler system.
- Upon completion, a certificate is required to verify CANULC 561 Compliance.

7.0 Application Chronology

Date of Application Received: June 25, 2018
Date of Revised Plans Received: January 17, 2019
Date Public Consultation Completed: N/A

Report prepared by: Barbara B. Crawford, Planner
Reviewed by: Terry Barton, Urban Planning Manager
Approved for Inclusion: Ryan Smith, Community Planning Department Manager

Attachments:

Attachment A - Development Engineering Services Memos, dated August 9, 2018
Schedule A – Site Plan and Floor Plans
Schedule B – Conceptual Elevations
Schedule C – Landscape Plan and Estimate
Draft Development Permit

Development Permit DP18-0168



This permit relates to land in the City of Kelowna municipally known as

1945 Pier Mac Way

and legally known as

Lot 1, District Lot 32 and Section 14, Township 23, ODYD, Plan EPP64961

and permits the land to be used for the following development:

10-Unit Industrial Self-Storage Building with Commercial Retail and Office Space

Subject to the following:

1. The dimensions and siting of the building to be constructed on the land be in general accordance with Schedule A;
2. The exterior design and finish of the building to be constructed on the land be in general accordance with Schedule B;
3. Landscaping to be provided on the land to be in general accordance with Schedule C;
4. That the applicant be required to post with the City, a Landscape Performance Security deposit in the form of a "Letter of Credit" in the amount of 125% of the estimated value of the landscaping, as determined by a professional landscaper (Schedule C);
5. That the applicant be required to complete the requirements of Attachment A as attached to the Report from Development Engineering dated August 9, 2018.

AND THAT the applicant be required to complete the above noted conditions of Council's approval of the Development Permit Application in order for the permit to be issued;

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

The development has been approved subject to any attached terms and conditions, and to full compliance with the approved plans bearing the stamp of approval and the above described development permit number.

The present owner and any subsequent owner of the above described land must comply with any attached terms and conditions.

Date of Decision: TBD

Decision By: CITY COUNCIL

Issued Date: **TBD**

Development Permit Area: Comprehensive Development Permit Area

This permit will not be valid if development has not commenced by **TBD.**

Existing Zone: CD15 Airport Business Park (IND)

Future Land Use Designation: Industrial

This is NOT a Building Permit.

In addition to your Development Permit, a Building Permit may be required prior to any work commencing. For further information, contact the City of Kelowna, Development Services Branch.

NOTICE

This permit does not relieve the owner or the owner's authorized agent from full compliance with the requirements of any federal, provincial or other municipal legislation, or the terms and conditions of any easement, covenant, building scheme or agreement affecting the building or land.

Owner: Stretch Construction Ltd., Inc. No. A0102923

Applicant: Stretch Construction Ltd., Inc. No. A0102923

TBD

Ryan Smith, Community Planning Department Manager
Community Planning & Strategic Investments

Date

1. SCOPE OF APPROVAL

This Development 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 Development 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 Development 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.

2. CONDITIONS OF APPROVAL

1. The dimensions and siting of the building to be constructed on the land be in general accordance with Schedule A;
2. The exterior design and finish of the building to be constructed on the land be in general accordance with Schedule B;
3. Landscaping to be provided on the land to be in general accordance with Schedule C;
4. That the applicant be required to post with the City, a Landscape Performance Security deposit in the form of a "Letter of Credit" in the amount of 125% of the estimated value of the landscaping, as determined by a professional landscaper (Schedule C);
5. That the applicant be required to complete the requirements of Attachment A as attached to the Report from Development Engineering dated August 9, 2018.

This Development Permit is valid for two (2) years from the date of (Council date if applicable, or Community Planning Department Manager) approval, with no opportunity to extend.

3. PERFORMANCE SECURITY

As a condition of the issuance of this Permit, Council is holding the security set out below to ensure that development is carried out in accordance with the terms and conditions of this Permit. Should any interest be earned upon the security, it shall accrue to the Developer and be paid to the Developer or his or her designate if the security is returned. The condition of the posting of the security is that should the Developer fail to carry out the development hereby authorized, according to the terms and conditions of this Permit within the time provided, the Municipality may use enter into an agreement with the property owner of the day to have the work carried out, and any surplus shall be paid over to the property own of the day. Should the Developer carry out the development permitted by this Permit within the time set out above, the security shall be returned to the Developer or his or her designate. There is filed accordingly:

- a) A Certified Cheque in the amount of **\$64,018.75** OR
- b) An Irrevocable Letter of Credit in the amount of **\$64,018.75**

Before any bond or security required under this Permit is reduced or released, the Developer will provide the City with a statutory declaration certifying that all labour, material, workers' compensation and other taxes and costs have been paid.

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.

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.

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

CITY OF KELOWNA

MEMORANDUM

ATTACHMENT		A
This forms part of application # DP18-0168		
Planner Initials	BC	 City of Kelowna COMMUNITY PLANNING

Date: August 9, 2018
File No.: DP18-0168
To: Suburban and Rural Planning (BC)
From: Development Engineering Manager (JK)
Subject: 1945 Pier Mac Way Plan EPP64961 Form and Character

Development Engineering Services comments and requirements pertaining to a Development Permit for the form and character of a strata self-storage building for industrial and commercial uses.

1. Domestic Water and Fire Protection

The property is located within the Glenmore-Ellison Irrigation District (GEID) service area. The water system must be capable of supplying domestic and fire flow demands of the project in accordance with the Subdivision, Development & Servicing Bylaw. The developer is responsible, if necessary, to arrange with GEID staff for any service improvements and, if necessary, the decommissioning of existing services. Only one water service permitted.

2. Sanitary Sewer

Our records indicate that this property is currently serviced with a 150mm-diameter sanitary sewer service off the lane. The applicant's consulting mechanical engineer will determine the requirements of the proposed development and establish the service needs. Only one service will be permitted for this development. If required, the applicant will arrange for the removal and disconnection of the existing service and the installation of one new larger service at the applicants cost. A brooks box is required on the service inspection chamber.

3. Storm Drainage

- a) The developer must engage a consulting civil engineer to provide a storm water management plan for this site which meets the requirements of the City Subdivision Development and Servicing Bylaw 7900. The storm water management plan must also include provision of lot grading plans, minimum basement elevations (MBE), if applicable, and provision of a storm drainage service and recommendations for onsite drainage containment and disposal systems
- b) Provide the following drawings:
 - i. A detailed Stormwater Management Plan for this development; and,
 - ii. An Erosion and Sediment Control Plan
- c) The developer must submit to development engineering a confirmation letter from MOTI for stormwater discharge in to the highway ditch.

4. Development Permit and Site Related Issues

This development application will be limited to a maximum driveway width of 11.0m. Standard drawing SS-C7 must be used.

5. Electric Power and Telecommunication Services

The electrical and telecommunication services to this building/property 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.

6. 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 (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.

7. Servicing Agreements for Works and Services

- a) A Servicing Agreement is required for all offsite 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.

8. Other Engineering Comments

- a) Provide all necessary Statutory Rights-of-Way for any utility corridors as required.

9. Geotechnical Report

- a) Provide a comprehensive 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

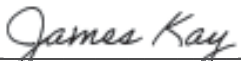
problems with soil slippage or soil instability related to this proposed subdivision.

The Geotechnical report must be submitted prior to submission of Engineering drawings or application for subdivision approval.

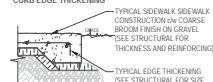
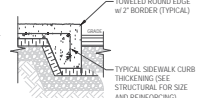
- (i) Area ground water characteristics, including any springs and overland surface drainage courses traversing the property. Identify any monitoring required.
- (ii) Site suitability for development.
- (iii) Site soil characteristics (i.e. fill areas, sulphate content, unsuitable soils such as organic material, etc.).
- (iv) Any special requirements for construction of roads, utilities and building structures.
- (v) Suitability of on-site disposal of storm water and sanitary waste, including effects upon adjoining lands.
- (vi) Any items required in other sections of this document.
- (vii) Recommendations for erosion and sedimentation controls for water and wind.
- (viii) Recommendations for roof drains and perimeter drains.
- (ix) Recommendations for construction of detention or infiltration ponds if applicable.

10. Charges and Fees

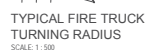
- a) Development Cost Charges (DCC's) are payable.
- b) Fees per the "Development Application Fees Bylaw" include:
 - i) Engineering and Inspection Fee: 3.5% of offsite construction value (plus GST).


 James Kay, P. Eng.
 Development Engineering Manager

AS

[illegible]

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A1.1



SITE PLAN
SCALE: 1" = 250'
SITE AREA = 1.09 ACRES

HIGHWAY 97 N

A1.1



Project No.: 18087
Jan.08.2019

Attention: Mr. Geoff Stretch
Stretch Construction Ltd.
72-27211 Hwy 12 AB-12
Lacombe County AB T4L 0E3

Re: **Airport Link Commercial
Landscape Cost Estimate**

Please find below, our preliminary landscape cost estimate for Airport Link Commercial Development for Stretch Construction Ltd, based on the Landscape Concept Plan, prepared by CTQ Consultants Ltd. in Jan.2019

ITEM	UNIT PRICE	UNIT	QTY	SUB-TOTAL
Trees				
Large Scale Deciduous 75mm cal	\$500.00	each	5	\$2,500.00
Small Scale Deciduous 50mm cal	\$350.00	each	8	\$2,800.00
Coniferous Trees – 1.8m ht	\$350.00	each	4	\$1,400.00
Coniferous Trees – 3.0 ht specimen	\$650.00	each	4	\$2,600.00
Massed shrubs, perennials and ornamental grasses (inc 450mm topsoil)	\$60.00	m2	200	\$12,000.00
Sod Lawn (inc 100mm topsoil)	\$15.00	m2	120	\$1,800.00
Dryland grass seeding (inc 75mm topsoil)	\$7.00	m2	470	\$3,290.00
50 mm depth ogogrow mulch	\$3.00	m2	200	\$600.00
100 mm depth rock mulch	\$5.00	m2	225	\$1,125.00
Site Furniture -picnic table	\$1500.00	each	1	\$1,500.00
Site Furniture -bike rack	\$800.00	each	2	\$1,600.00
Irrigation system	ls			\$20,000.00
TOTAL				\$51,215.00

Should you have any questions regarding the foregoing, or require additional information, please contact the undersigned.

CTQ CONSULTANTS LTD.

Frank Pohland, BES
Designer

SCHEDULE
C

This forms part of application
DP18-0168

Planner
Initials

BC

City of
Kelowna
COMMUNITY PLANNING

Report to Council



Date: February 11, 2019
File: o600-10
To: City Manager
From: City Clerk
Subject: Rescinding Housing Agreement Authorization Bylaw No. 9999
Report Prepared by: C. Boback, Legislative Coordinator

Recommendation:

THAT Council receives, for information, the Report from the City Clerk, dated February 11, 2019 pertaining to the rescindment of Housing Agreement Authorization Bylaw No. 9999;

AND THAT Council gives reading consideration to Bylaw No. 11758 being Housing Agreement Authorization Bylaw No. 9999 Rescinding Bylaw No. 11758.

Purpose:

To rescind Housing Agreement Authorization Bylaw No. 9999.

Background:

In 2008, Council adopted Housing Agreement Bylaw No. 9999 for 555 Fuller Ave., which was registered as a Section 219 Housing Agreement Covenant on the land title for the property. The housing agreement allowed the development of a maximum of eleven units to be developed on the site. Council held a public hearing for 555 Fuller Ave. on January 15, 2019 and later that evening advanced the OCP and rezoning bylaws to third reading.

To facilitate the current proposal, the existing Housing Agreement Bylaw may now be rescinded and the covenant discharged from the land title. A Development Permit and Development Variance Permit will be brought forward to a future Tuesday Council meeting for Council consideration.

Legal/Statutory Procedural Requirements:

Community Charter – Section 137 - Power to amend or repeal

Considerations not applicable to this report:

Internal Circulation:

Legal/Statutory Authority:

Existing Policy:

Financial/Budgetary Considerations:

Personnel Implications:

External Agency/Public Comments:

Communications Comments:

Alternate Recommendation:

Submitted by:

Stephen Fleming, City Clerk

CITY OF KELOWNA

BYLAW NO. 11758

Rescinding Housing Agreement Authorization Bylaw No. 9999

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

1. THAT City of Kelowna Housing Agreement Authorization Bylaw No. 9999, and all amendments thereto, be rescinded.
2. This bylaw may be cited for all purposes as "Bylaw No. 11758, being Rescinding Housing Agreement Authorization Bylaw No. 9999."
3. This bylaw shall come into full force and effect and is binding on all persons as and from the date of adoption.

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

Adopted by the Municipal Council of the City of Kelowna this

Mayor

City Clerk

CITY OF KELOWNA
BYLAW NO. 11735
Z18-0100 – 2414 Taylor Crescent

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 16, District Lot 14, ODYD, Plan 7336, located on Taylor Crescent, Kelowna, BC 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 14th day of January, 2019.

Considered at a Public Hearing on the 29th day of January, 2019.

Read a second and third time by the Municipal Council this 29th day of January, 2019.

Adopted by the Municipal Council of the City of Kelowna this

Mayor

City Clerk

Report to Council



Date: January 28, 2019

File: 1200-70

To: City Manager

From: James Moore, Long Range Policy Planning Manager, Policy and Planning Department

Subject: Hospital Area Plan – Phase II – Transportation and Land Use

1.0 Recommendation

THAT Council receives, for information, the report from the Policy and Planning Department dated January 28, 2019, with respect to the Hospital Area Plan – Phase II;

AND THAT staff bring back for Council consideration at the appropriate time, amendments to the Official Community Plan, Zoning Bylaw 8000, and the Capital Plan (transportation) as outlined in the Hospital Area Plan – Phase II Transportation and Land Use report from the Policy and Planning Department, dated January 28, 2019.

2.0 Purpose

To inform Council on the Hospital Area Plan – Phase II, specifically as it relates to land use and transportation, with the goal of proactively guiding the future development of the area east of the Kelowna General Hospital.

3.0 Background

The overall aim of the Hospital Area Plan (see Map 1) is to support a vibrant Health District while balancing the needs of adjacent established neighbourhoods. As Kelowna General Hospital (KGH) continues to expand and the city's population grows, there is an increasing need for patient services, KGH infrastructure, and other hospital related uses. While the focus for these needs will remain primarily on the KGH campus, land designated as Health District is intended to accommodate development that supports the operations of the hospital and other related uses. In doing so, Health District lands will provide a moderating transition between the hospital and nearby residentially designated lands. The City of Kelowna and Interior Health (IH) worked together to prepare this plan, which assesses and provides recommendations for parking, land use, and transportation in the area east of KGH.

3.1 Phase I

In Phase I of the Hospital Area Plan, the transitional buffer issues between the KGH campus and the established residential neighbourhoods west of Pandosy Street were considered. Following resident and

stakeholder consultation, a new health services transitional area was proposed for properties immediately north and south of KGH and a new HD3 (Health Services Transitional) zone was created to match the land use regulations with the intent of the updated Future Land Use designation. The intent of creating this zone was to minimize additional impact on adjacent residential neighbourhoods and to direct other health services to the larger Health District east of Pandosy Street where appropriate land assemblies could be achieved. Council adopted the proposed bylaw amendments in September 2014.

3.2 Phase II

Through Phase II of the Hospital Area Plan, further examination of the Health District was conducted, with an emphasis on the area east of Pandosy Street. Additionally, longer-term KGH Master Plan activities were considered. The intent of Phase II was to focus on hospital-related activity and to explore methods to encourage sensitive transition from hospital related uses to surrounding land uses. Specifically, Phase II examined four elements: on-street parking, parking on the KGH campus (IH-led), land use, and transportation. As per the Study Area Boundary Map below, two study areas were used in this exercise: a larger area for the Hospital Area On-Street Parking Plan (yellow boundary) and a smaller area for the Hospital Area Land Use Plan and Hospital Area Neighbourhood Transportation Plan (red boundary).

Figure 1: Hospital Area Plan Phase II Process



Map 1: Study Area Boundary Map



3.2.1 Hospital Area On-Street Parking Plan

As the first stage of Phase II, on-street parking was evaluated through parking studies and consultation, which led to the development of the Hospital Area On-Street Parking Plan. Overall, the Hospital Area On-Street Parking Plan identified methods of managing short-term on-street parking that align with the City's Parking Management Strategy Framework¹. The Hospital Area On-Street Parking Plan was adopted by Council in December 2016, and applicable parking infrastructure was put into place in 2017². Subsequently, staff report that there has been a significant reduction in parking issues in the area. Following the City's on-street parking analysis, IH examined its own on-campus parking needs (See Section 6.1).

3.2.2 Hospital Area Land Use Plan

Following the on-street parking study and plan and IH's on-campus parking assessment, Phase II continued by focusing on the longer-term land use requirements of the transitional area east of KGH. Specifically, this exercise assessed potential hospital related developments, including health services and associated uses, and considered the needs of both the Health District and the residential areas east of Pandosy Street.

Currently, the study area consists of 214 properties, and there are four existing Future Land Use Designations in the study area: Health District, Multiple Unit Residential (Low Density), Single/Two Unit Residential, and Educational/Major Institutional. In terms of zoning, the study area is primarily residential with some Health District zoning. The area's existing Future Land Use Designations and zoning is outlined on the maps below (see Appendix B for more detail).

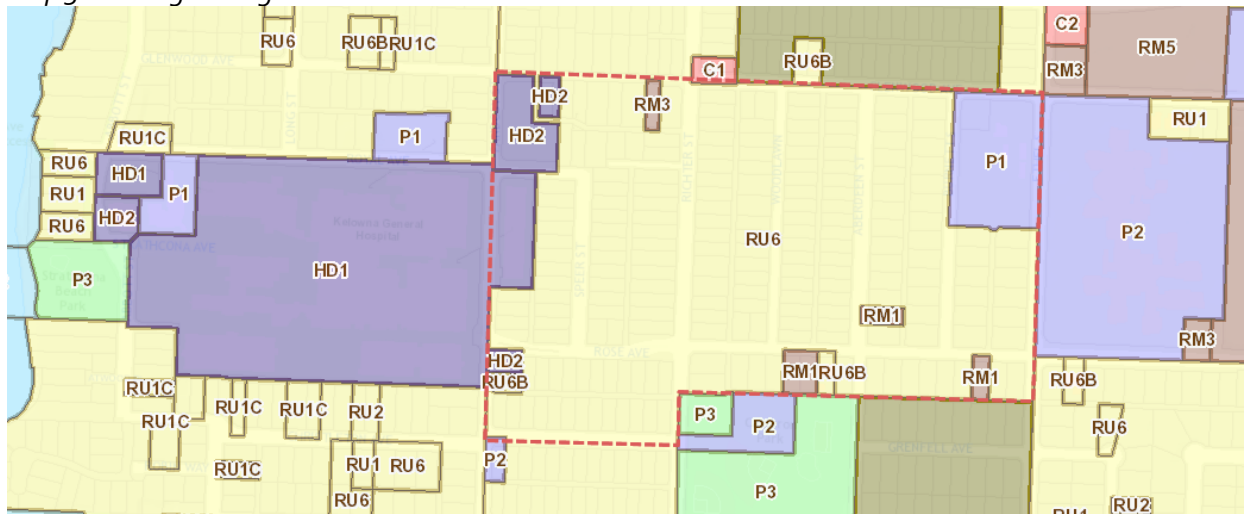
Map 2: Existing Future Land Use Designations



¹ City of Kelowna, May 13, 2013. Report to Council – Parking Management Strategy Framework.

² City of Kelowna, Dec. 5, 2016. Report to Council – Hospital Area On-Street Parking Plan.

Map 3: Existing Zoning



3.2.3 Hospital Area Neighbourhood Transportation Plan

Phase II continued by assessing the long-term transportation needs of the transitional area east of KGH to acknowledge land uses that would require improved transportation connectivity to the KGH campus. The Hospital Area Neighbourhood Transportation Plan was conducted in 2017 with the objective of establishing a baseline for the area's current transportation infrastructure, the impact of growth on traffic volumes, and the impact of emergency vehicle use. To inform this plan, targeted public engagement was conducted (as outlined below). Additionally, pedestrian volume, cycling volume, and traffic volume counts were conducted between 2014 and 2016.

4.0 Engagement & Stakeholder Consultation

A number of engagement and consultation initiatives were undertaken to inform the land use components of the Hospital Area Plan – Phase II, as outlined in the following table. These engagement opportunities supplement the public information and engagement work done to address other components of this plan, particularly parking.

Initiative	Date	Level of Engagement
Initial Consultation Open House	May 2016	88 attendees, 26 exit surveys
Online Survey	May 2016	615 responses
Stakeholder Consultation (Medical Professionals, Institutions, Development Community, Residents' Associations)	November – December 2016	Multiple small group meetings/calls
Follow-up Consultation Open House	November 2016	100 attendees, 29 exit surveys
Follow-up Consultation Open House	May 2018	65 attendees, 18 exit surveys

Through all of these key engagement opportunities, IH staff were present and participated alongside City staff and consulting support (Urban Systems Ltd.). This gave members of the public the ability to ask questions on a wide variety of topics related to the land use, parking, transportation and KGH activities. It was vital that IH staff be present at these engagement opportunities, given that it is the growth and expansion of the hospital that is driving the need for this planning work.

At the consultation meeting in May 2018, more than half of respondents indicated that they either somewhat or strongly supported the proposed land use changes. Outstanding areas of concern raised by some participants include parking, traffic, parkade development, loss of street trees, and continued hospital expansion.

Public Areas of Concern	Response
Negative impacts of parking & traffic from the hospital on surrounding residents	On-street parking will continue to be managed pro-actively by City of Kelowna Parking Services and adjusted as necessary on an ongoing basis.
More active transportation options are needed to reduce the need for vehicle use among staff and patients	Several active transportation improvements are identified for the area in the Pedestrian and Cycling Master Plan.
Hospital expansion and parkade development have negative impacts on surrounding areas	KGH is a regionally significant facility and its growth is managed by Interior Health. The City is encouraging hospital expansion on the existing campus. Medical-related uses that occur near the KGH campus will be designed to limit potential impacts on adjacent lands.
Loss of mature trees due to more intensive development	Each new development will require a Rezoning and Development Permit process at which time staff will work with applicants to protect mature trees where possible, and to add street trees through frontage improvements.

Best efforts have been made by staff to offer strategic planning solutions for the area that address hospital expansion and parking challenges in a way that supports KGH as a major medical facility while providing an effective transition to surrounding residential neighbourhoods.

5.0 Hospital Area Land Use Plan – Proposed Changes

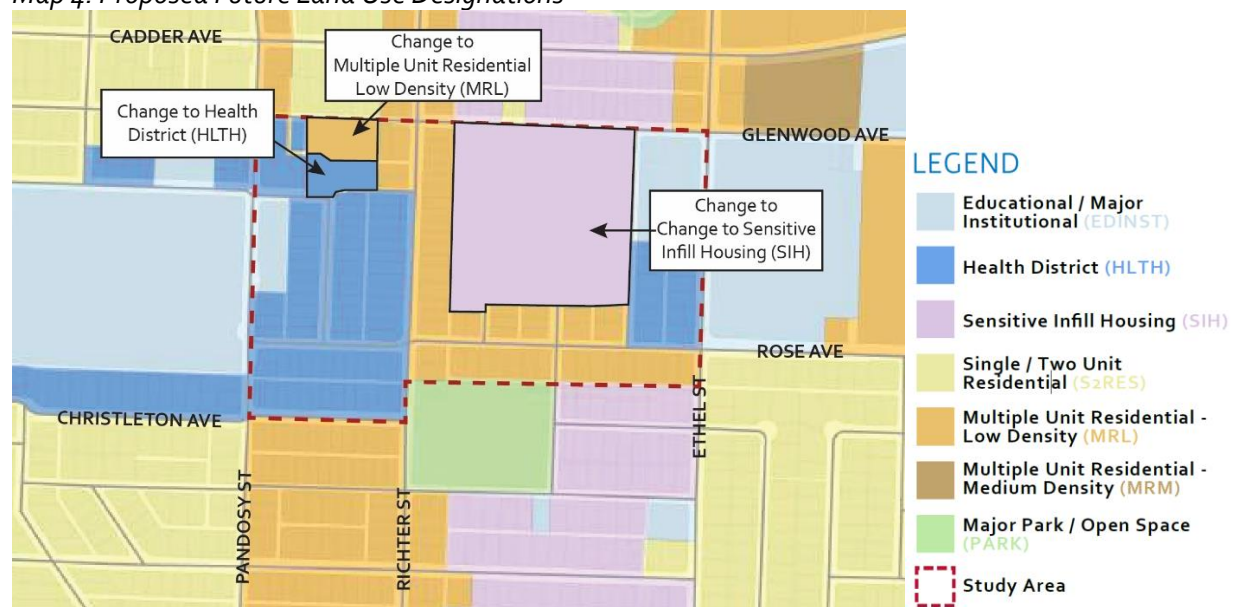
On the basis of this background work and public engagement, Section 5 outlines the proposed land use changes in the subject area, including changes to the Official Community Plan and zoning.

5.1 Proposed Future Land Use Designation Changes

The following Future Land Use Designation changes are being proposed as outlined in Map 4 below:

1. Re-designate five properties on Royal Avenue north of Speer Street from Single/Two Unit Residential to Health District. The Health District and associated uses provide opportunities for more appropriate transition from higher-intensity, hospital-related uses to adjacent residential.
2. Re-designate five properties on the south side of Glenwood Avenue from Single/Two Unit Residential to Multiple Unit Residential (Low Density). This change will allow those properties to be redeveloped over time to accommodate row housing, which area residents have identified as a more desirable transition between medical uses and single/two unit residential uses.
3. Re-designate 70 properties on Woodlawn Street, Aberdeen Street, and Burnett Street from Single/Two Unit Residential to Sensitive Infill Housing. This final change is to accommodate RU7 – Infill Housing zoning, discussed in greater detail in Section 5.3.

Map 4: Proposed Future Land Use Designations



Additional consideration was given to the long-term strategy of extending the Health District further east, connecting ultimately to Ethel Street. At this stage, there has been very limited uptake of HD designated lands. On this basis, staff are not recommending the further extension of the HD designation eastward until such a time as clear demand is demonstrated for the area already designated. Should demand for HD designated properties grow considerably over current levels, then further expansion of the designation eastward flanking Rose Avenue may be appropriate.

5.2 Proposed Changes to HD2 Zone

The HD2 zone provides for a range of institutional, medical-related commercial, and complimentary residential uses to support KGH and a transition between hospital and residential areas. The purpose of the zone is to "...provide a zone for the conversion and new development of buildings that provide services to the medical community associated with the Kelowna General Hospital, Interior Health Authority, and UBC Medical Programs including staff, clients, patients and their families".

Proposed changes to the HD2 Zone include:

1. Update the development regulations regarding floor area, to update outdated references and definitions, and to make it consistent with other zones.
2. Revise development regulations to clarify parking requirements for multiple unit housing at 1 parking stall per dwelling unit and to make health services parking requirements consistent with other health services across the city. These changes will be integrated with an ongoing review of the City's parking standards.
3. Update landscaping buffer requirements for ease of interpretation. This will result in slightly higher landscape buffer requirements in some instances.
4. Add 'urban agriculture' and 'community gardens' as permitted secondary uses.
5. Add a requirement for ground level institutional or commercial health related uses in association with multiple unit housing developments.
6. Remove the connection between lot area and permitted uses to make it more consistent with other zones.

Please see 'Attachment A' for a full explanation of the proposed HD2 amendments.

5.3 Proposed RU7 Zoning Changes

In addition to updates to the HD2 zone, it is proposed that 70 properties within the Health District Area be rezoned from RU6 into RU7, as per the Proposed RU7 Zoning Map below (orange boundary). These properties were identified as candidates for the RU7 zone when the zone was created, but as the Hospital Area Plan was underway at the time, staff opted to complete the planning process prior to proposing RU7 rezoning. Of note, the existing sanitary sewer network was found to provide adequate capacity to service the densities associated with RU7 rezoning³.

Map 5: Proposed RU7 Zoning Area



6.o Hospital Area Neighbourhood Transportation Plan – Proposed Changes

The Hospital Area Neighbourhood Transportation Plan indicated that traffic congestion within the study area is expected to worsen due to hospital growth and increased residential density; however, this will be dominated by background growth from development in Pandosy and the south Mission. The study area is also facing parking challenges and gaps in pedestrian and cycling infrastructure. To improve active transportation infrastructure in the study area, implementation of pedestrian and cycling upgrades consistent with the Pedestrian and Bicycle Master Plan⁴ are recommended. Key upgrades include:

Infrastructure	Recommendation	Details
Sidewalk improvements	Sidewalk connections	Various critical locations through the study area, as identified in Attachment B
	New Pedestrian / cycling connection	Between Royal Avenue and Richter Street

³ City of Kelowna, May 7, 2018. Memo – Sanitary Servicing Assessment – Health District RU7 Land Use Change

⁴ City of Kelowna. (2016). *Kelowna on the Move: Pedestrian and Cycling Master Plan*.

https://www.kelowna.ca/sites/files/1/docs/related/pbmp_final_draft.pdf

	Crosswalk	Across Richter Street at the new pedestrian / cycling connection with Royal Avenue
Cycling improvements	Cycle tracks	Along Ethel Street and Rose Avenue
	Shared-used pathway	Through the KGH site

In terms of vehicle infrastructure, there are a number performance challenges identified for both existing and future conditions. Recommended upgrades do not fully resolve these, but represent a balanced approach to addressing the identified challenges and include:

Infrastructure	Recommendation	Details
Vehicle improvements	New right-turn bays	Northbound at Richter Street and Cadder Avenue, and at Pandosy Street and Cadder Avenue
	Signalization	Rose Avenue and Ethel Street, and Royal Avenue and Pandosy Street
	New road connection	Extend Royal Avenue to Richter Street with redevelopment over time

Some of these improvements will be carried forward to be considered in the City's capital planning processes and prioritized among other infrastructure needs across the community. Other identified improvements will be triggered by redevelopment. Staff will also continue ongoing traffic operations monitoring through the area.

Please see 'Attachment B' for a more detailed summary of the improvements recommended by the Hospital Area Neighbourhood Transportation Plan.

6.1 Interior Health Parkade

While transportation demand management measures are encouraged to help alleviate some of the demand for parking in the hospital area, a 300 – 500 stall deficit for KGH staff parking currently exists, and on-street parking conflicts remain a source of tension in the study area. To address these issues, IH has identified the need for a new parkade. The intent of the parkade is to replace surface parking spaces being lost during the development of JoeAnna's House and to provide additional parking for KGH staff. When compared to a surface parking lot, a parkade is a more appropriate long-term solution due to the provision of additional parking spaces, as well as the potential to provide a location for hospital amenities on the ground-level.

Two general locations are being considered: on campus, and on the west side of Speer Street⁵. Staff have a strong preference that a parkade structure be located on the KGH campus. However, should that option

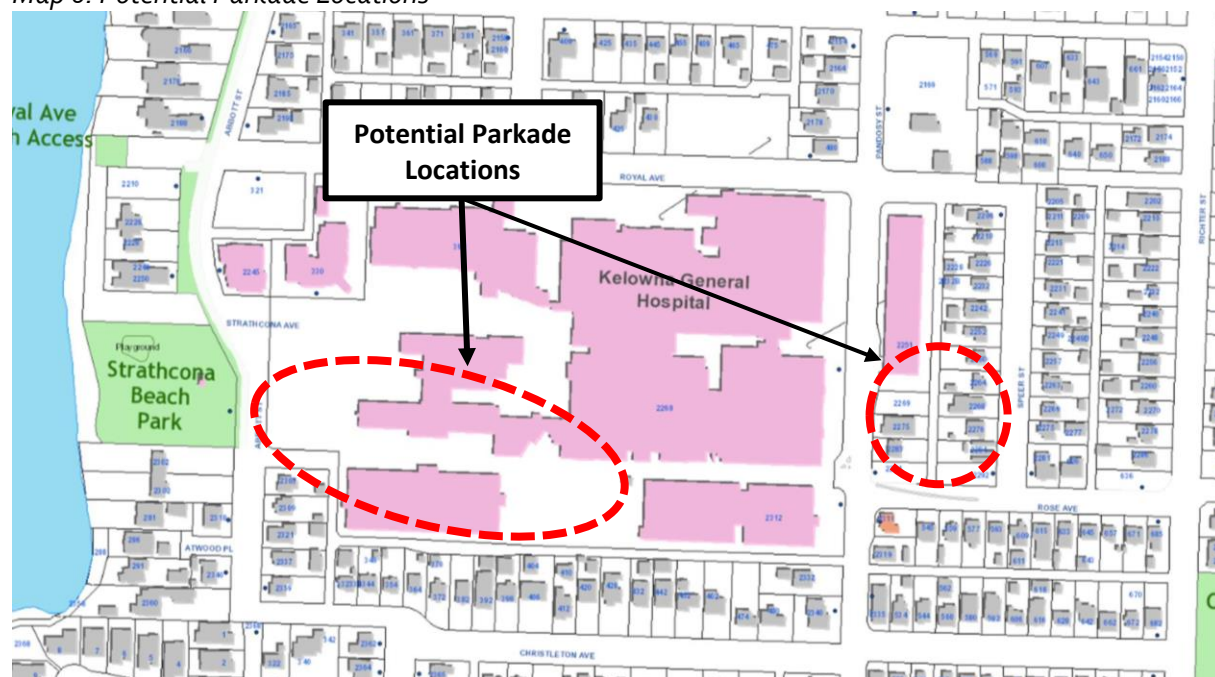
⁵ Interior Health current has an active development application (COP18-0017, Z18-0077) to build surface parking on the south side of the block between Speer Street and Pandosy Street.

not be feasible without significant compromises to KGH operations, staff are supportive of IH constructing a parkade on Speer Street, provided the project meets all necessary architectural and infrastructure requirements⁶. An initial traffic analysis was conducted and showed that all traffic associated with a parkade can be accommodated via access to/from Speer Street and Rose Avenue, but additional analysis is necessary.

Locating the parkade on Speer Street would require considerable effort on the part of IH to design a structure that mitigates negative impacts on surrounding residential lands. The following items would require careful design and consideration, as well as consultation with affected landowners:

- Building bulk and massing reduces in scale as it begins to interact with residential lands;
- Provision of a publicly-accessible pocket park;
- Lighting design that meets the needs of the space without compromising the quality of life of area residents;
- Crime Prevention Through Environmental Design (CPTED) application;
- Active uses at grade to create a more pedestrian-friendly environment;
- Vehicle access management and pedestrian infrastructure to reduce potential conflicts and collisions.

Map 6: Potential Parkade Locations



7.0 Summary & Implementation

Phases I and II of the Hospital Area Plan were completed over the past 5 years. Together, Phase I and Phase II addressed land use, parking, and transportation issues in the areas adjacent to KGH. Key changes arising from Phase II include the adoption of the Hospital Area On-Street Parking Plan, the creation of the Hospital Area Neighbourhood Transportation Plan, and three key land use changes: 1)

⁶ Any upgrades or new infrastructure required would be determined at time of rezoning.

updates to the HD2 zone, 2) RU7 rezoning, and 3) corresponding zoning changes to identify the location to accommodate a public parkade for KGH.

These changes will be implemented gradually through the following processes and plans:

- Ongoing development within the Health District will be responsible for attributable infrastructure improvements
- Kelowna on the Move: Pedestrian and Cycling Master Plan
- 2040 OCP update to complete the future land use designation changes
- City-led Zoning Bylaw amendments to the HD2 zone
- City-led review of parking standards in the Zoning Bylaw
- City-led RU7 rezoning and OCP amendment process
- IH-led development application process for a parkade
- Annual Capital Program for capital infrastructure improvements

It will take a number of years to implement the changes outlined in this report, and many components will require further independent public engagement processes. Additionally, Council will have multiple opportunities to consider each action in greater detail as they are brought forward individually.

Internal Circulation:

Department Manager, Community Planning
Community Planning Supervisor
Manager, Parking Services
Manager, Integrated Transportation

Financial/Budgetary Considerations:

The cost of implementing the transportation infrastructure described in this report will be considered as part of the City's capital planning process; no additional budget is requested. The IH Parkade development will be funded by Interior Health.

Submitted by:

J. Moore, Long Range Policy Planning Manager

Approved for inclusion:



Danielle Noble-Brandt, Policy & Planning Department Manager

cc:

Interior Health Authority

Attachments

Attachment A: Proposed HD2 Zone Changes

Attachment B: Summary of Improvements from the Hospital Area Neighbourhood Transportation Plan

Attachment A - HD2 Text Amendments

Section 7 – Table 7.1 – Minimum Landscape Buffer Treatment Levels Schedule

No.	Section	Existing	Proposed	Explanation												
	Health District Zones	<div>HD2 – properties with a lot area of 900m² or more</div> <table><tr><th>Front</th><th>Rear Yard</th><th>Side Yard</th></tr><tr><td>2</td><td>3</td><td>2.0m (see Section 17.2.7)</td></tr></table>	Front	Rear Yard	Side Yard	2	3	2.0m (see Section 17.2.7)	<div>HD2</div> <table><tr><th>Front</th><th>Rear Yard</th><th>Side Yard</th></tr><tr><td>2</td><td>3</td><td>3</td></tr></table>	Front	Rear Yard	Side Yard	2	3	3	Remove reference to properties with a lot area of 900m ² or more area as the lot area distinction has been removed.
Front	Rear Yard	Side Yard														
2	3	2.0m (see Section 17.2.7)														
Front	Rear Yard	Side Yard														
2	3	3														
		<div>HD2 – properties with a lot area of less than 900m²</div> <table><tr><th>Front</th><th>Rear Yard</th><th>Side Yard</th></tr><tr><td>2</td><td>2</td><td>2.0m (see Section 17.2.5)</td></tr></table>	Front	Rear Yard	Side Yard	2	2	2.0m (see Section 17.2.5)	Deleted.	Remove reference to properties with a lot area of less than 900m ² as the lot area distinction has been removed.						
Front	Rear Yard	Side Yard														
2	2	2.0m (see Section 17.2.5)														

Section 7 – Table 8.1 – Parking Schedule

No.	Section	Existing	Proposed	Explanation
	Health Services, Major and Minor	<p>Health Services, Major and Minor</p> <p>Minor 5.0 spaces per 100 m² gross floor area, except for parcels less than 1000 m² the required parking spaces shall be 4.0 spaces.</p>	<p>Health Services, Major and Minor</p> <p>3.5 spaces per 100 m² gross floor area.</p>	Establish one parking standard for all Health Services developments across the city.

Section 17 – Health District Zone

HD2 – Hospital and Health Support Services

No.	Section	Existing	Proposed	Explanation
	Section 17.2.2.1	<p>The principal uses for properties with a lot area of 900m² or more are:</p> <ul style="list-style-type: none"> (a) multiple dwelling housing (b) personal service establishments (c) emergency and protective services (d) child care centre, major (e) congregate housing (f) extended medical treatment facilities (g) health services, major (h) health services, minor 	<p>The principal uses in this zone are:</p> <ul style="list-style-type: none"> (a) emergency and protective services (b) child care centre, major (c) congregate housing (d) extended medical treatment facilities (e) health services, major (f) health services, minor (g) multiple dwelling housing (h) personal service establishments (i) supportive housing 	<p>Remove reference to properties with a lot area of 900m² or more area as the lot area distinction has been removed.</p> <p>Add (h) personal service establishments and (i) supportive housing reference as the lot area distinction has been removed.</p>
	Section 17.2.2.2	<p>The principal uses for properties with a lot area of less than 900m² are:</p> <ul style="list-style-type: none"> (a) single dwelling housing (b) child care centre, minor (c) health services, major (d) health services, minor 	Deleted.	Remove section 17.2.2.2 as the lot area distinction of 900m ² has been removed.
	Section 17.2.3.1	<p>The secondary uses for properties with a lot area of 900m² or more are:</p> <ul style="list-style-type: none"> (a) retail stores, health products 	<p>17.2.3.1 The secondary uses in this zone are:</p> <ul style="list-style-type: none"> (a) agriculture, urban (b) apartment hotel 	Remove reference to properties with a lot area of 900m ² or more area as the lot area distinction has been removed.

		<p>(b) food primary establishment (c) apartment hotel (d) hotel (e) community recreation services</p>	<p>(c) community garden (d) community recreation services (e) food primary establishment (f) home based business, minor (g) retail stores, health products (h) residential security / operator unit</p>	<p>Add (a) agriculture, urban, (f) home based business, minor and (h) residential security / operator unit as the lot area distinction has been removed.</p> <p>Remove (d) hotel as the lot area distinction has been removed.</p> <p>Name and regulations for (b) apartment hotel subject to change based on what is proposed for short-term rentals.</p>
	Section 17.2.3.2	<p>The secondary uses for properties with a lot area of less than 900m² are:</p> <p>(a) bed and breakfast homes (b) carriage house (c) home based business, major (d) home based businesses, minor (e) secondary suites</p>	Deleted.	Remove section 17.2.3.2 as the lot area distinction of 900m ² has been removed.
	Section 17.2.4	<p>17.2.4 Subdivision Regulations</p> <p>17.2.4.1 The subdivision regulations for properties with a lot area of 900m² or more are: (a) The minimum lot width is 30.0 m (b) The minimum lot depth is 30.0 m (c) The minimum lot area is 900 m²</p>	<p>17.2.4 Subdivision Regulations</p> <p>(a) The minimum lot width is 30.0 m. (b) The minimum lot depth is 30.0 m. (c) The minimum lot area is 900 m².</p>	Remove reference to section 17.2.4.1 and all of section 17.2.4.2 as the lot area distinction of 900m ² has been removed.

		<p>17.2.4.2 The subdivision regulations for properties with a lot area of less than 900m² are:</p> <p>(a) The minimum lot width is 13.0 m.</p> <p>(b) The minimum lot depth is 30.0 m.</p> <p>(c) The minimum lot area is 490 m².</p>		
	Section 17.2.5.1	<p>Development Regulations for properties with a lot area of 900m² or more are:</p> <p>(a) The maximum floor area ratio is 1.2, except it is 1.3 with a housing agreement pursuant to the provisions of Section 6.9. Where parking spaces are provided totally beneath habitable space of a principal building or beneath useable common amenity areas providing that in all cases, the parking spaces are screened from view, an amount may be added to the floor area ratio equal to 0.1 multiplied by the ratio of such parking spaces to the total required parking spaces, but in no case shall this amount exceed 0.1. The total maximum floor area ratio shall not exceed 1.4.</p>	<p>(a) The maximum floor area ratio is 1.2. Where parking spaces are provided totally beneath habitable space of a principal building or beneath useable common amenity areas providing that in all cases, the parking spaces are screened from view, an amount may be added to the floor area ratio equal to 0.1 multiplied by the ratio of such parking spaces to the total required parking spaces, but in no case shall this amount exceed 0.1. The total maximum floor area ratio shall not exceed 1.3.</p> <p>(b) The maximum site coverage is 55%.</p> <p>(c) The maximum height is the lesser of 16.5 m or 4.5 storeys, except it is 4.5 m for</p>	<p>Remove reference to properties with a lot area of 900m² or more area as the lot area distinction has been removed.</p> <p>Clarified regulations to be consistent with other zones.</p>

		<p>(b) The maximum site coverage is 55%. Parking structures that are less than 2.0 m above finished grade and are surfaced with landscaping or useable open space shall not be included in the calculation of site coverage.</p> <p>(c) The maximum height is 16.5 m.</p> <p>(d) The minimum site front yard is 4.5 m.</p> <p>(e) The minimum site side yard is 4.5 m for a building less than 12.0 m in height and 6.0 m for portions of a building greater than 12.0 m in height.</p> <p>(f) The minimum site rear yard is 6.0 m except it is 3.0 m where the rear yard abuts a lane.</p> <p>(g) Notwithstanding the site setback requirements, a parking structure that is partially below grade may be located no less than 1.5 m from any property line provided that it is less than 2.0 m in height above natural grade and that a minimum horizontal measurement of 2.0 m on the top surface to the parking structure is either landscaped or made available as useable open space between the furthest project of the structure</p>	<p>accessory buildings and structures.</p> <p>(d) The minimum site front yard is 4.5 m.</p> <p>(e) The minimum site side yard is 4.5 m for portions of a building less than 12.0 m in height and 6.0 m for portions of a building greater than 12.0 m in height.</p> <p>(f) The minimum site rear yard is 6.0 m except it is 3.0 m where the rear yard abuts a lane.</p>	
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		and the building face. All building setbacks otherwise apply. Where a parking structure is located within the building setbacks consistent with this section, the space between the structure and the property line shall be treated with a high level of landscaping with a landscaped berm to screen the exposed outer wall of the structure.		
	Section 17.2.5.2	<p>Development Regulations for properties with a lot area of less than 900m² are:</p> <p>(a) The maximum site coverage is 55%.</p> <p>(b) The maximum height is the lesser of 9.5 m or 2 ½ storeys, except it is 4.5 m for accessory buildings or structures.</p> <p>(c) The minimum front yard is 4.5 m.</p> <p>(d) The minimum side yard is 2.0 m for a 1 or 1½ storey building and 2.3 m for a 2 or 2 ½ storey building, except it is 4.5 m from a flanking street.</p> <p>(e) The minimum rear yard is 6.0 m except it is 3.0 m where the rear yard abuts a lane and it is 1.5 m for accessory buildings.</p>	Deleted.	Remove section 17.2.5.2 as the lot area distinction of 900m ² has been removed.

17.2.6	<p>Parking Regulations specific to the HD2 Zone</p> <p>The parking regulations that are specific to this zone for the purpose of calculating the number of parking spaces required are as follows:</p> <p>(a) All residential, residential related uses, apartment hotel and hotel uses shall be calculated as 1 parking space per dwelling unit.</p> <p>(b) Leasable areas that are not used for residential, residential related, apartment hotel and hotel uses shall be calculated as requiring 1.75 stalls per 100 m² of gross floor area.</p> <p>(c) Health Services, Major and Minor shall be calculated as 2.5 stalls per 100 m² of gross floor area.</p> <p>(d) Food primary establishment uses shall be calculated as requiring 1 parking space per 4 seating spaces.</p>	Deleted.	Remove section 17.2.6 as the parking requirements are identified under the parking and loading regulations of Section 8.
17.2.7	<p>Other Regulations</p> <p>(a) In addition to the regulations listed in this section, other regulations apply. These include, where not consistent with the provisions of this section, the</p>	<p>Other Regulations</p> <p>(a) In addition to the regulations listed in this section, other regulations apply. These include, where not consistent with the provisions of this</p>	<p>Re-ordered to section 17.2.6.</p> <p>Removed (b) Secondary uses can only be present where a principal use is established and in a</p>

	<p>general development regulations of Section 6, the landscaping and fencing regulations of Section 7, the parking and loading regulations of Section 8 (except as specified by section 1.6 of this zone), and the specific use regulations of Section 9 of Zoning Bylaw No. 8000.</p> <p>(b) Secondary uses can only be present where a principal use is established and in continuous use.</p> <p>(c) Offices are limited to those related to Health Services, Major and Minor or those that can demonstrate a direct support role for the Kelowna General Hospital, Cottonwoods Care Facility or Interior Health Authority.</p> <p>(d) Retail stores, health products shall be limited to a floor area not greater than 350 m² per lot.</p> <p>(e) When permitted, food primary establishments shall be limited to a total capacity of 40 seats.</p> <p>(f) Apartment hotel and hotel use shall only be permitted when secondary to multiple dwelling housing or congregate housing.</p>	<p>section, the general development regulations of Section 6, the landscaping and fencing regulations of Section 7, the parking and loading regulations of Section 8 (except as specified by section 1.6 of this zone), and the specific use regulations of Section 9 of Zoning Bylaw No. 8000.</p> <p>(b) A building incorporating residential uses shall provide a functional commercial or institutional space on the first floor, which must occupy a minimum of 90% of all street frontages, OR a minimum of 75% on secondary street frontages provided 100% of the principal frontage has a functional commercial space. Access driveways or other portions of the street frontage not used as building will not be considered for the purpose of this calculation.</p> <p>(c) Retail stores, health products shall be limited to a floor area not greater than 350 m² per lot.</p>	<p>continuous use. This is established in Section 2 of the Zoning Bylaw.</p> <p>Added in (b) -This creates active street façade, encourages more health related uses and ensures area develops for intended purpose.</p> <p>Remove reference to hotels. Short term rental regulations will apply.</p> <p>Remove (h) and (i) 17.2.5.2 as the lot area distinction of 900m² has been removed, and landscaping requirements area in Section 7 of Zoning Bylaw.</p> <p>Clarified regulations to be consistent with other zones.</p> <p>Revised sign regulations to be consistent with sign bylaw.</p>
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		<p>(g) A minimum area of 7.5 m² of private open space shall be provided per bachelor dwelling, congregate housing bedroom or group home bedroom, 15.0 m² of private open space shall be provided per 1 bedroom dwelling, and 25.0 m² of private open space shall be provided per dwelling with more than 1 bedroom.</p> <p>(h) For properties with a lot area of 900m² or more, Level 2 landscape buffers are required for the front yard and Level 3 landscape buffers are required in all side and rear yard setback areas.</p> <p>(i) For properties with a lot area of less than 900m², a minimum 2.0m landscape buffer is required for the side yard setback areas to separate uses from adjacent properties and will consist of a low-lying vegetative buffer where no trees or continuous opaque barrier is required. Level 2 landscape buffers are required for the front yard and Level 3 landscape buffers are required for the rear yard setback areas.</p> <p>(j) Vehicle-oriented or drive through services are not permitted in this zone.</p>	<p>(d) Food primary establishments shall be limited to a total capacity of 40 seats.</p> <p>(e) Apartment hotels shall only be permitted when secondary to multiple dwelling housing or congregate housing.</p> <p>(f) A minimum area of 7.5 m² of private open space shall be provided per bachelor dwelling, congregate housing bedroom or group home bedroom, 15.0 m² of private open space shall be provided per 1 bedroom dwelling, and 25.0 m² of private open space shall be provided per dwelling with more than 1 bedroom.</p> <p>(g) Drive-in food services are not a permitted form of development in this zone.</p> <p>(h) Where a development has access to a lane, vehicular access to the development is only permitted from the lane.</p> <p>(i) Signage shall be in accordance with the regulations of the Sign Bylaw.</p>	
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		<p>(k) All vehicle access must be from the rear lane.</p> <p>(l) Signage shall be in accordance with the regulations of the Sign Bylaw.</p> <p>(m) A free standing sign with a maximum height of 1.5 m and a sign area of 3.0m² is permitted.</p>	<p>(j) Notwithstanding section 17.2.6 (i), the maximum height for a free-standing sign is 1.8 m and the maximum sign area is 3.0 m².</p>	
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Attachment B:
Summary of Improvements from the
Hospital Area Neighbourhood Transportation Plan

The following lists represent a detailed summary of the improvements recommended by the Hospital Area Neighbourhood Transportation Plan, prepared by Urban Systems Ltd. and completed in September, 2018.

Sidewalk Improvements

- 1) Richter Street east side (Elliot Avenue to Raymer Avenue)
- 2) Rose Avenue north/south side (Pandosy Street to Ethel Street)
- 3) Cadder Avenue south side (Richter Street to Ethel Street)
- 4) Ethel Street west side (Saucier Avenue to Morrison Avenue)
- 5) Royal Avenue north/south side (Pandosy Street to Richter Street)
- 6) Provide the Royal Avenue Connection to Richter St for pedestrians and cyclists in the near-term
- 7) Enhanced pedestrian crossing on Richter Street mid-block to align with the Royal Avenue Connection

Cycling Improvements

- 1) Cycle Track - Ethel Street (Sutherland Avenue to Raymer Avenue)
- 2) Cycle Track - Rose Avenue (Pandosy Street to Ethel Street), then linking to a low priority shared-use path through the hospital site
- 3) Shared Use Pathway -Through Kelowna General Hospital Site (Pandosy Street to Abbott Street)

Vehicle Improvements

- 1) Add northbound right turn bays at the Richter Street and Cadder Avenue
- 2) Add northbound right turn bays at the Pandosy Street and Cadder Avenue
- 3) Signalization of the Rose Ave & Ethel St intersection by 2040
- 4) Signalization of the Royal Ave & Pandosy St intersection based on future evaluation
- 5) Provide the Royal Avenue Connection to Richter St as a local road with redevelopment of the area and adjacent sites
- 6) Continued traffic operations monitoring



Hospital Area Plan – Phase 2

January 2019

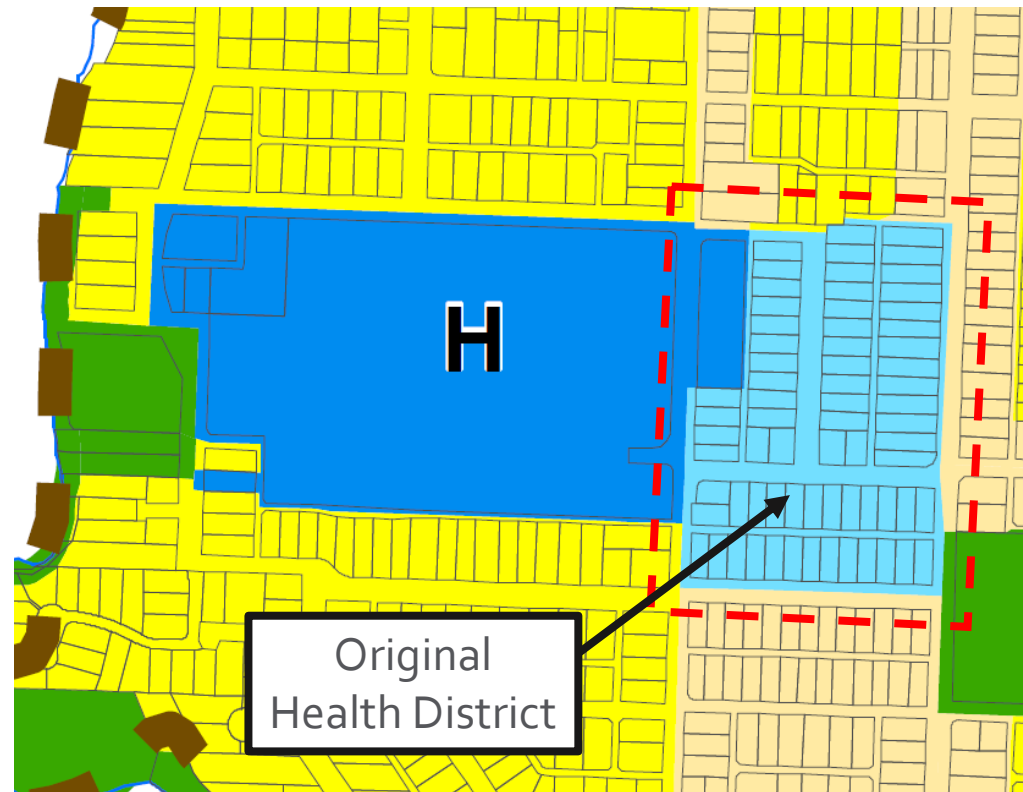


Purpose

- ▶ To consider Phase 2 of the Hospital Area Plan
 - ▶ Land use
 - ▶ Transportation
 - ▶ Parking (on-street, and long-term solutions)
- ▶ **Objective:** “support a vibrant Health District while balancing the needs of adjacent established neighbourhoods”

Background

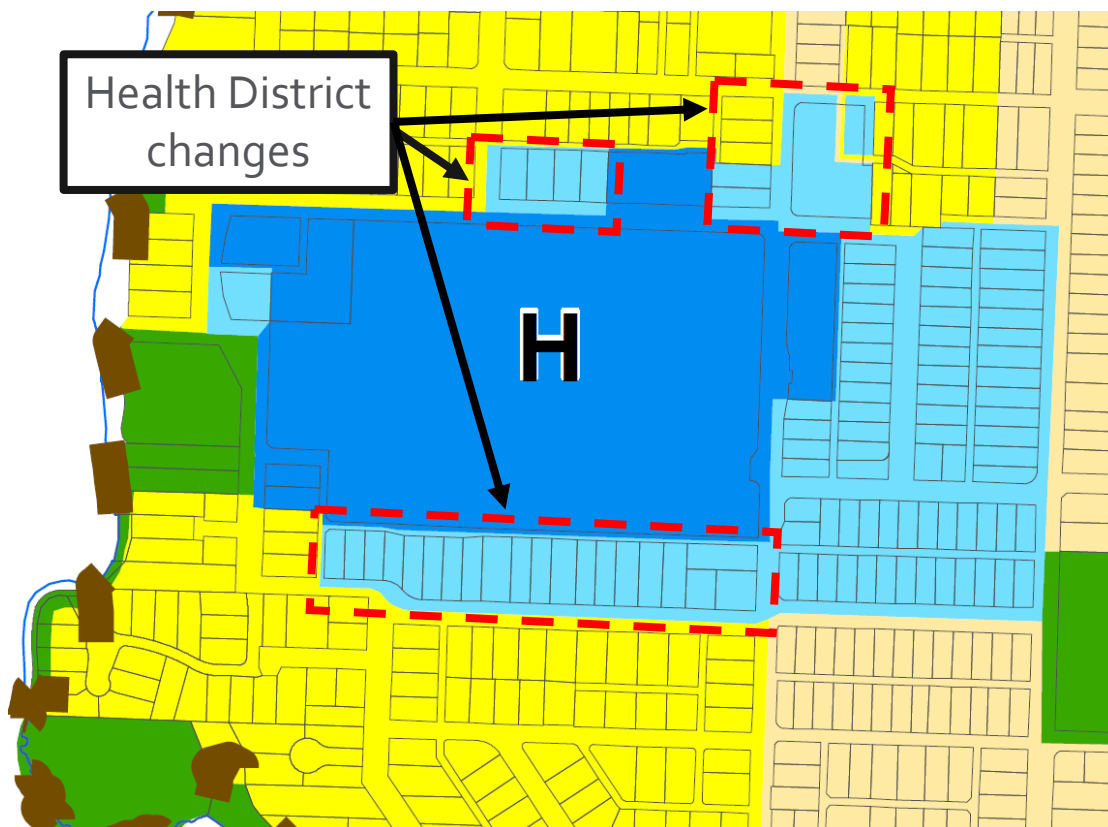
- ▶ Hospital area planning
 - ▶ Central tenet is directing medical-related growth eastward
 - ▶ Health District and the HD1 and HD2 zones were developed



Background

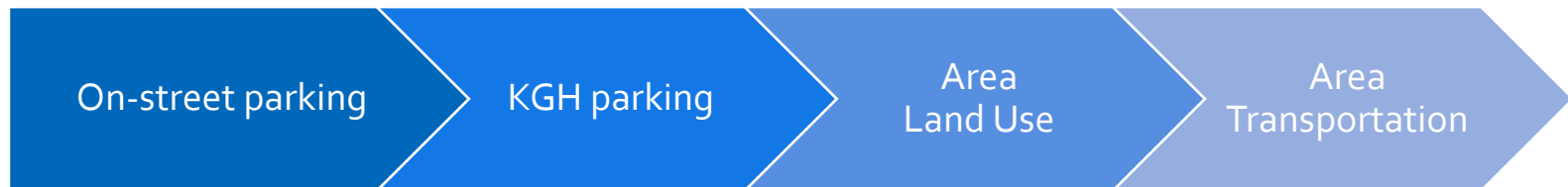
► Hospital Area Plan Phase 1

- Addressed pressures for hospital expansion north and south
 - HD3 zone developed
- Reinforced direction to move eastward

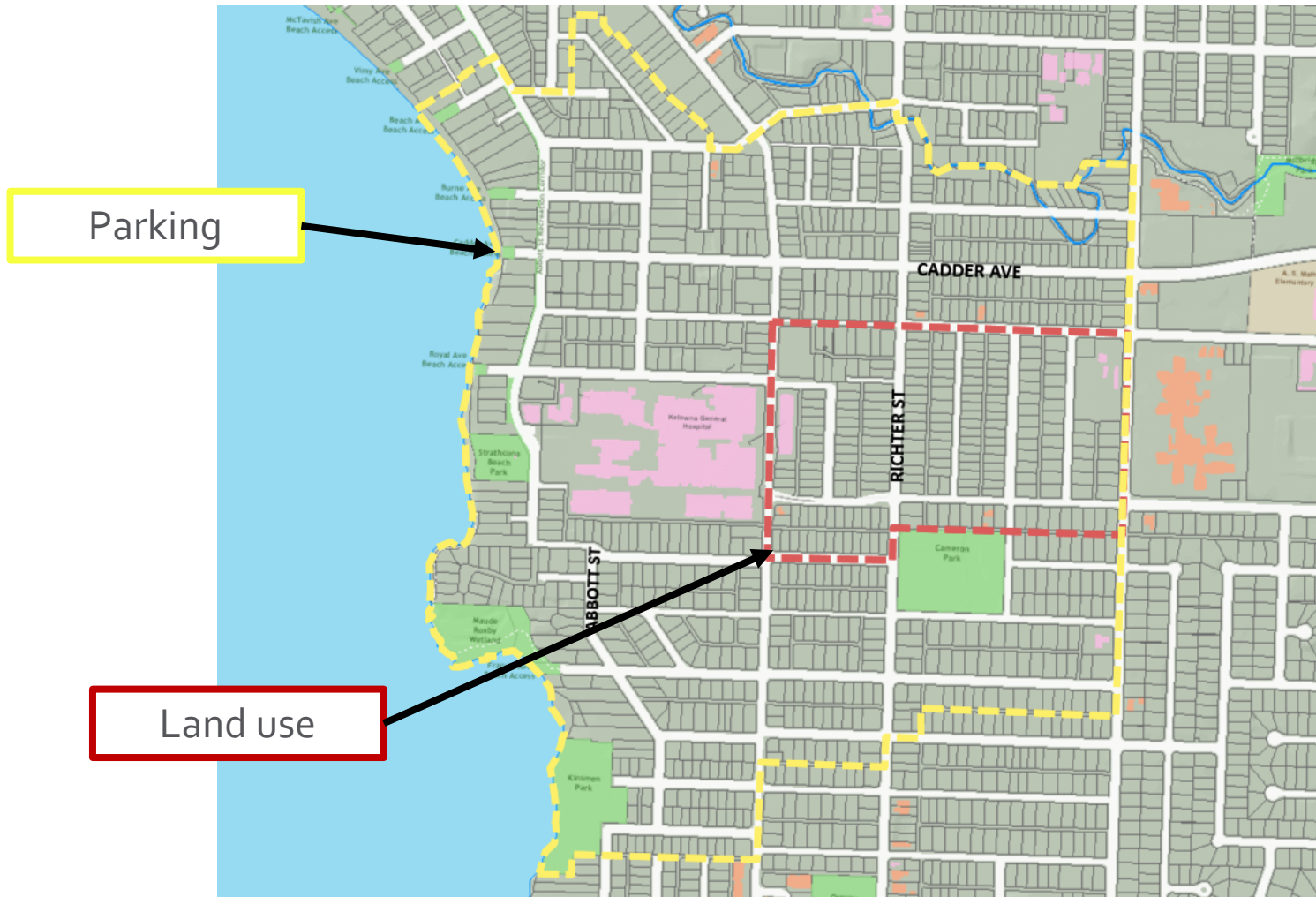


Background

- ▶ Hospital Area Plan Phase 2 began in 2016
 - ▶ Evaluate the area east of KGH to Cottonwoods
 - ▶ Land Use
 - ▶ Transportation
 - ▶ Align with parking work (on-street and on-campus)
- ▶ Completed with a higher level of involvement from IH staff



Background



Engagement

- ▶ Major engagement events were done in coordination
 - ▶ IH supported all of the major engagement opportunities
- ▶ Engagement methods included:
 - ▶ Open houses – total of 253 attendees
 - ▶ Online surveys – 615 responses
 - ▶ Stakeholder engagement

Engagement

- ▶ Support for land use changes
- ▶ Concerns remain around
 - ▶ Continued hospital expansion
 - ▶ Parking and traffic issues related to the hospital
 - ▶ Need for more transportation options for staff and patients
 - ▶ Mature tree retention

Parking

- ▶ Hospital Area On-Street Parking Plan
 - ▶ Began in 2016 with infrastructure in 2017
 - ▶ Under the guidance of the City-Wide Parking Management Strategy
 - ▶ Full analysis completed
 - ▶ New signage and meters installed in 2017
 - ▶ Additional enforcement hours allocated
- ▶ Significant improvement in parking issues

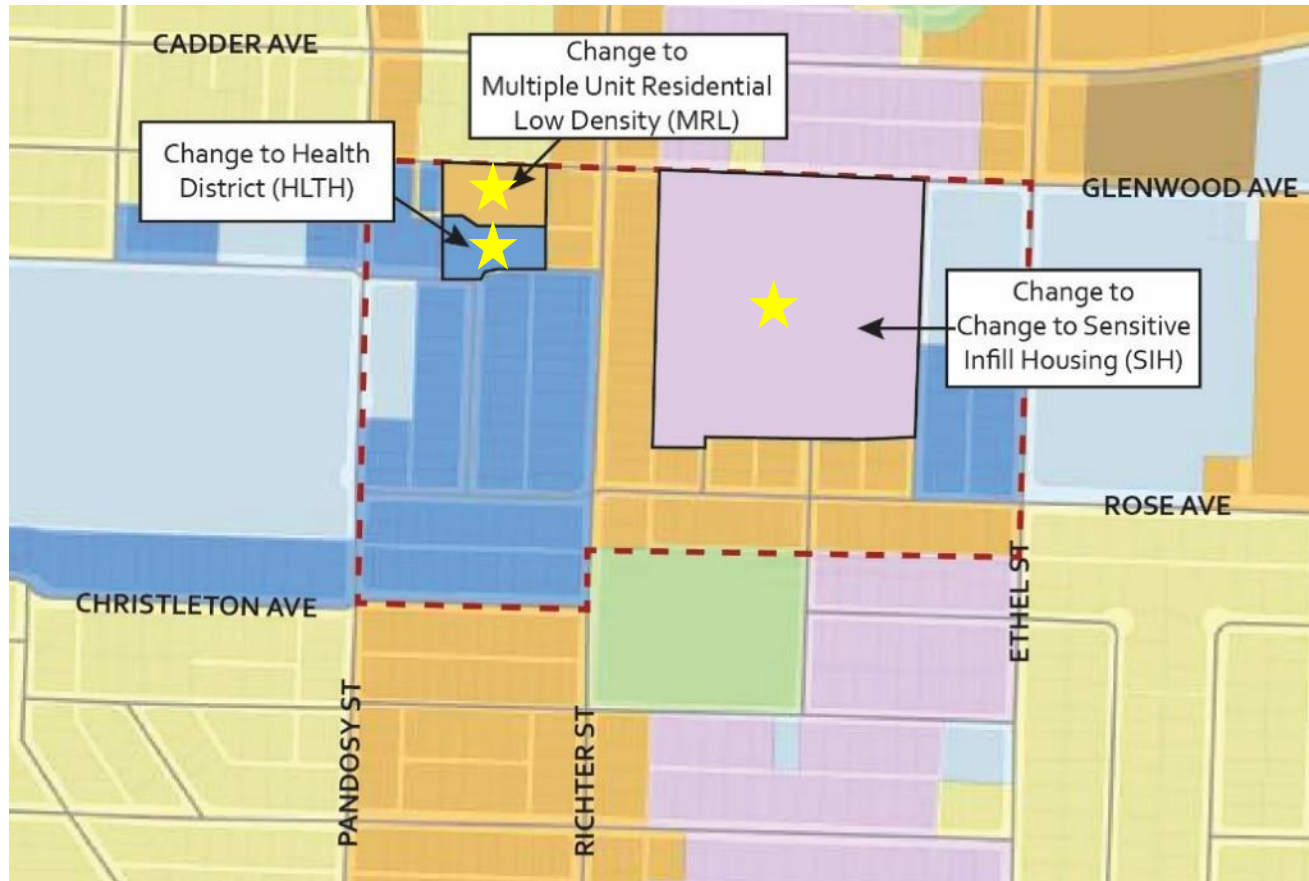
Parking

- ▶ KGH on-campus parking reviewed by IH
- ▶ Shortages identified:
 - ▶ staff parking shortage
- ▶ Need for a long-term off-street parking solution identified

Land Use

- ▶ Reviewed long-term land use needs
 - ▶ Health District and transitions
 - ▶ Multi-unit housing

Land Use



LEGEND

- Educational / Major Institutional (EDINST)
- Health District (HLTH)
- Sensitive Infill Housing (SIH)
- Single / Two Unit Residential (S2RES)
- Multiple Unit Residential - Low Density (MRL)
- Multiple Unit Residential - Medium Density (MRM)
- Major Park / Open Space (PARK)
- Study Area

Transportation

- ▶ Examined the long-term transportation needs
 - ▶ Vehicles
 - ▶ Pedestrians & cycling
 - ▶ Transit
 - ▶ Emergency vehicles
- ▶ Supplemented the Ped & Bike Master Plan and existing projects in the Capital Plan

Transportation – ped & cycling



Transportation - vehicles



Interior Health Parkade

- ▶ Parkade proposed as long-term solution
 - ▶ Addresses existing shortages
 - ▶ Provides future capacity
 - ▶ Improves staff parking patterns

Interior Health Parkade



Summary

- ▶ Area will need semi-regular review
- ▶ This review has concluded with modest changes recommended
 - ▶ On-street parking changes are working
 - ▶ Land use changes are minor and build on previous direction
 - ▶ Transportation infrastructure responds to city-wide growth
- ▶ IH parkade is the only major change recommended

Next Steps

- ▶ Should Council endorse staff's recommendations:
 - ▶ Parking enforcement and monitoring will continue
 - ▶ Staff will bring forward bylaw amendments to the HD2 zone
 - ▶ Staff will bring forward expansion of the RU7 area
 - ▶ Future Land Use changes will be rolled into the OCP review process

Next Steps

- ▶ New development will trigger some of the infrastructure
- ▶ Some items are already in the capital plan (e.g.: Ethel)
- ▶ Other infrastructure will be considered in the capital planning process
 - ▶ Timing will inform the capital plan update
- ▶ IH will lead the development of any parkade



Questions?

For more information, visit kelowna.ca.

Report to Council



Date: February 11, 2019

File: 1840-20

To: City Manager

From: Sustainability Coordinator and Development Engineering Manager

Subject: Okanagan Rail Trail Update

Report Prepared by: Michelle Kam, City of Kelowna and Matt Vader, District of Lake Country

Recommendation:

THAT Council receives, for information, the report from the Sustainability Coordinator and Development Engineering Manager, dated February 11, 2019, with respect to the Okanagan Rail Trail Update;

AND THAT Council receives, for information, the presentation from the Chair of the Okanagan Rail Trail Committee (ORTC);

AND THAT Council approves the principles of the Okanagan Rail Trail Maintenance Standards Guidelines.

AND THAT Council approves the principles of the Okanagan Rail Trail Brand Identity and logo attributes and direct City of Kelowna ORTC rep(s) to work with ORTC to finalize a logo that meets these attributes;

AND THAT Council endorse the Friends of the Okanagan Rail Trail (FORT) MOU and authorize the City of Kelowna ORTC rep(s) to execute on behalf of the City of Kelowna.

Purpose:

To provide Council an update on the Okanagan Rail Trail Committee and have Council endorse joint principles that relate to the entire corridor.

Background:

The Okanagan Rail Trail Committee (ORTC) was established in July 2018 by the Councils and Board of the participating jurisdictions (i.e. Okanagan Indian Band, City of Kelowna, District of Lake Country,

Regional District of North Okanagan, District of Coldstream, City of Vernon). The establishment of this committee is the function of the natural progression from acquisition (IAT Interjurisdictional Acquisition Team) to development (IDT Interjurisdictional Development Team) to coordination (ORTC Okanagan Rail Trail Committee). The ORTC is responsible for the joint coordination of activities related to the planning, development, maintenance and use of the corridor.

STATUS REPORT ON COMMITTEE RESPONSIBILITIES

The Councils and Board endorsed Terms of Reference for the Okanagan Rail Trail Committee (ORTC) and identified a number of specific responsibilities, or tasks, of the Committee. In order to properly address the breadth of tasks assigned to it, the Committee has conducted an exercise to prioritize its performance of these tasks, based on the outcome of the elected leaders' session in November 2017. The order of tasks presented in this status report is reflective of this prioritization. As tasks are successfully completed they will be recommended to the Councils/Board for consideration as appropriate.

1) Maintenance Standards

The jurisdictions seek a standard or level of maintenance that is common to the entire corridor. A Maintenance Standards manual has been prepared cooperatively by the owner jurisdictions (i.e. City of Kelowna, District of Lake Country and Regional District of North Okanagan), and has been reviewed and acceptance by the Committee.

The purpose of the Maintenance Standards manual is to establish a consistent standard for the physical condition, intended function and environmental quality of the Okanagan Rail Trail Corridor for the transportation, recreation and health benefits of its intended uses.

The principles of the manual include the following:

- Each owner be responsible for the funding, coordinating and execution of maintenance activities for that section of the corridor within their jurisdiction.
- Conform to these standards within the legislated parameters of the Community Charter, the Local Government Act and other applicable legislation.
- There are unique circumstances along the length of the corridor that may warrant an approach or practice that is not consistent or is different.
- Where there is a conflict between these standards and the standard or practice of an owner jurisdiction, the standard or practice to be followed shall be at the discretion of that owner jurisdiction.
- Work within the organizational capacity and financial resources available, and within the official policies of your organization.
- Plan maintenance activities so that work is completed before minor issues grow into major concerns.
- For developed park land within the corridor, follow the owner jurisdiction's maintenance and operation standard for that type of park land.
- As possible, coordinate trail maintenance activity with appropriate site conditions and least sensitive impacts to environmental values, abutting agricultural operations and adjacent land uses.
- Coordinate trans-boundary maintenance issues and activities with adjacent corridor owners to foster a consistent standard and minimize impacts to trail uses events on the corridor.

- Management personnel from the owner jurisdiction maintenance and operation departments will meet annually in the summer to discuss coordination of activities and changes or updates to these standards.
- Make changes or updates to this standard as required, on an annual basis. Changes and updates shall be approved by the Okanagan Rail Trail Committee.

2) Acquisition of Additional Lands

The owner jurisdictions have had specific opportunities to acquire additional sections of corridor land for the rail trail. There are two sections of recently acquired trail:

- Kelowna: Between Gordon Drive and Manhattan Drive (approx 1.5 km); also known as the Weddell Place acquisition. This section was secured from CN Rail in summer 2018 and has been constructed to the basic gravel standard that the trail was built to in the District of Lake Country and in the North Okanagan Regional District. This new section provides access from the end of the original purchase into downtown Kelowna.
- Coldstream: Between Mile 88 and College Way (approx 0.7 km). The acquisition of this section of corridor is in process. When complete it will provide access from the end of the original purchase (at CN mile marker 88) to pedestrian and bicycle facilities on College Way and Kalamalka Lake Rd. Construction of this section will begin after the acquisition is finalized.

3) Event Management

The Committee is working with owner and stakeholder jurisdiction staff regarding the management of events; a set of guidelines regarding event usage on the rail trail and a process for event coordination, approvals, fees, and implementation. A recommended management plan is being prepared and is scheduled to come to the owner Councils and Board for endorsement in 2019.

4) Addition to Reserve – IR#7 Duck Lake

The Department of Indigenous Services Canada is facilitating the transfer of corridor ownership from CN Rail to the Government of Canada and deemed the lands for the use and benefit of the Okanagan Indian Band, through the federal Addition to Reserve (ATR) process. The timing of this federal ATR process is projecting completion in late 2019 or early 2020. Construction and public use of the rail trail through IR#7 Duck Lake would not occur until after this process is complete and is also subject to OKIB affirming participation in the Rail Trail including public access to the lands.

5) Joint Services

Per the terms of reference, the Committee will report back to the Councils and Board with recommendations regarding the joint provision of services. Currently, based on the Committee's review, no joint provision of services is being recommended. The work to date has provided a path that coordinated standards and processes, rather than joint provision of services, and is believed to be more beneficial as it respects the decision-making responsibilities of the individual organizations, Councils and Board.

6) Third Party Access

The jurisdictions seek to have a coordinated and consistent approach in dealing with applications from third parties for access to, across or along the corridor. In order to address accesses that were in place prior to purchase of the corridor, the Committee and respective staff of the owner jurisdictions have been using a common template for crossing agreements and easements where appropriate.

7) Additional Facilities

Each owner group is undertaking planning for future facilities within their jurisdiction that will support or enhance use of the rail trail (e.g. staging areas, parking, washroom facilities, furniture, viewpoints, etc). Once these planning processes have identified locations and opportunities for potential facilities they will be reviewed by the Committee for coordination between the jurisdictions.

8) Wayfinding and Trail Etiquette Signage

The production of wayfinding and trail etiquette signs is underway. Installation of signs on completed sections of trail is scheduled for spring 2019 and a plan is in place for the installation of wayfinding and trail etiquette signs for those sections of trail that are not yet constructed, for installation when ready. The wayfinding strategy provides users with trailside wayfinding signage at key access points to the rail trail, to provide directions regarding both the trail and key destinations within each community that are accessible via the trail. The design, materials and graphic language for the wayfinding signs is consistent for all jurisdictions. Additionally, the intent is that this signage is to be used solely for the rail trail and not for other local trails that connect to the rail trail.

9) Interpretive Facilities

In addition to the donated funds they raised that enable the construction of the trail, the Okanagan Rail Trail Initiative (ORTI) raised an additional \$400,000 for an interpretive strategy to develop facilities that will focus on the natural and cultural history of the region as it relates to the surroundings along the trails route. In consultation with the Committee, a community group offshoot of ORTI has taken on the task of developing the interpretive program and implementing the initial phase of onsite and web-based interpretive program. The program ideas and content for the program are being developed in consultation with related agencies and community members with pertinent subject expertise. The program and plan for interpretive facilities is underway and is expected to come to the owner Councils and Board for information in the second quarter of 2019.

10) Branding

A consultant has been retained to work with the Committee to create a brand strategy for the rail trail corridor and to develop a logo. As part of this process a workshop was held with stakeholders in the valley who have an interest in the corridor and/or who have brand and marketing expertise relevant to the corridor (e.g. tourism agencies, university, fundraisers, local

governments). The intent is to establish consistency among all owners, partners, stakeholders and users and to create a common understanding for use on communications pieces like signage, brochures and website. The visual identity is an essential part of a planned approach to building the Rail Trail's reputation and raising awareness about its facilities, services and programs. This brand identification program will provide a unified character to create a consistent experience for users.

Attachment A, Brand Identity, outlines the brand strategy and logo attributes. With a confirmed direction, the final design for the logo and guidelines will be developed and this final product will be brought to the Councils/Board in the second quarter of 2019 for information.

11) Partnerships (Friends of the Okanagan Rail Trail)

While the community fundraising team that was responsible for raising \$7.8 million in capital funding for the trail has ceased its operation (Okanagan Rail Trail Initiative - ORTI), a spin-off group of members from ORTI is establishing a "friends of" group for the rail trail; Friends of the Okanagan Rail Trail (FORT).

The Committee has worked with FORT to develop a Memorandum of Understanding for this partnership (refer to Attachment B, FORT MOU). The Friends of the Okanagan Rail Trail Society is a registered non-profit society. As it relates to this Memorandum of Understanding the Society's interests are three-fold:

- to support Trail enhancement by fundraising for amenities and improvements;
- to employ a range of communication tools to promote the Trail; and
- to support and facilitate stewardship of the Trail.

12) Fundraising

As updated previously, in 2018 the owner jurisdictions (RDNO, Kelowna, Lake Country, Okanagan Indian Band) received a \$1.3 million grant from the New Building Canada Fund from the Federal Government, to be matched with \$4.1 million from donations. The Committee is working out the funding details with Infrastructure Canada and with the Central Okanagan Foundation.

More recently, the owner jurisdictions have partnered on a grant application to Destination BC led by Tourism Kelowna. If successful, Tourism Kelowna's grant to Destination BC would provide \$100,000 of value to the development of a marketing program for the entire corridor. A response to that application is expected by spring 2019.

COMMITTEE ADMINISTRATION

Since its establishment in July 2018, the Okanagan Rail Trail Committee has met monthly to fulfill its responsibilities. In addition to the tasks described above, the Committee was also tasked with certain administrative responsibilities and with reporting regularly to the Councils and Board of the participating jurisdictions. Updates on these items will be provided when they become pertinent to the Committee in fulfilling these responsibilities.

Committee Chair

Andrew Gibbs, City of Kelowna, chaired the Committee from its inception in July of 2018 to the end of the 2018.

Effective January 2019, the chair of the Committee has been Matt Vader, District of Lake Country.

Communication

As chair, Matt Vader will be the primary point of contact for the Committee and for jurisdictions responding to queries and media requests on issues related to the corridor as a whole. As it relates to issues that are geographically limited to land within their own boundaries, each jurisdiction will be responsible for handling communication issues as they arise; keeping the Committee informed as appropriate.

OTHER NEWS

This section of the status report is for the sharing of information that, though it is not a mandated task of the Committee, may be of interest to the elected leaders of the rail trail corridor.

Agricultural Land Reserve

Many sections of the rail trail pass through or are beside land designated as Agricultural Land Reserve (ALR). As such, the project applied to the Agricultural Land Commission (ALC) for a change in use, from railway to recreational trail. The ALC approved this in Lake Country and Regional District of North Okanagan, and farm fencing and signage has been installed as a condition of that approval. In Kelowna, the ALC has not provided approval for the 3.3 km section of trail that goes through Eldorado Ranch, between the Kelowna Airport and OKIB IR#7 Duck Lake. The City of Kelowna and ORTC have requested a reconsideration of this decision by the ALC and are in discussion with the ALC and the owners of the ranch in order to secure ALC approval. Construction and public use of this section of rail trail would not happen until after ALC approval is secured.

External Interest

The rail trail project has garnered the attention of many local government jurisdictions in the province. The ability of a city, a district municipality, a regional district, an Indigenous community and community volunteers to come together to achieve what has been achieved so far, in so short of a time, is unusual in local government. The issue of inter-jurisdictional cooperation can be a challenging one and others have been keen to learn what has been done on the rail trail and, of even greater interest, how it was done. Committee members have presented or been invited to present the Okanagan Rail Trail to several different professional and local government groups to answer just those questions (e.g. BC Parks and Recreation Association, UBC Okanagan, the Land Summit, and the interior chapter of the Consulting Engineers of BC, the Planning Institute of BC and the Canadian Institute of Transportation Engineers). The shared vision, mutual trust and commitment to "get it done" shared by the elected Councils and Board is something that has inspired people from other jurisdictions to re-think how they might address their inter-jurisdictional opportunities and challenges.

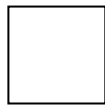
Internal Circulation:

Senior Project Manager
Project Manager
Communications Consultant
Development Engineering Manager

Submitted by:

M. Kam, Sustainability Coordinator

Approved for inclusion:



Danielle Noble-Brandt, Policy & Planning Department Manager

Attachments:

- Attachment A, Brand Identity
- Attachment B, Friends of the Okanagan Rail Trail MOU

cc:

ORTC Rep's
Senior Project Manager
Project Manager
Urban Forestry Supervisor
Communications Consultant
Development Engineering Manager
Community Planning Supervisor
Event Development Supervisor
Community & Neighbourhood Services Manager
Suburban and Rural Planning Manager
Integrated Transportation Department Manager
Active Transportation Coordinator
Urban Forestry Supervisor
Parks, Beaches & Sportfields Supervisor
Roadways Operations Supervisor
Parks & Buildings Planning Manager
Park and Landscape Planner
Senior Airport Development Manager

/// BRAND IDENTITY

Mission	<i>What is our Purpose? Why do we exist?</i>
	To create opportunities for communities to celebrate the Okanagan lifestyle, together
Vision	<i>What is the ideal future state if our Mission is being fulfilled?</i>
	The essential link to experience the Okanagan
Brand Values	<p>Welcoming We are committed to ensuring open and inclusive access for all. Safe, respectful amenities that are accessible to everyone is a key pillar of our brand.</p> <p>Community Born out of the pride of our local communities, our partnership has made this possible. Working together we will ensure the best interests of all communities in the region are respected and represented.</p> <p>Experience We will deliver a unique way to experience the beauty of the Okanagan. Diverse, active experiences for residents and visitors to enjoy the history and beauty of the region will set our experience apart from others in the region.</p> <p>Environment Preservation of the natural environment – and everything within it – is key. Decisions will be made with sustainability in mind, ensuring future generations to come will have the same accessible opportunities that we have today.</p> <p>History We will celebrate the rich cultural history of our region. We will educate residents and visitors on the importance of this geographic link and its role throughout history.</p>

Logo Attributes

- ▶ Playful, vibrant
- ▶ Approachable, inviting
- ▶ Simple, clear, legible (to serve the diverse applications of the identity)
- ▶ Embrace the seasonality and colors of the environment
- ▶ Respectful of the diversity of experiences within the trail – from natural to urban
- ▶ Will leverage the logo colors of owner jurisdictions (see reverse)

/// COLOUR PALETTE

These colours have been specifically selected to project the colours of the trail, which is known for historical nature within the natural beauty of the Okanagan. The palette also includes colours from each of the partner organizations to ensure that as the trail crosses each organizations' land, the signage and other collateral can complement established identity programs in each jurisdiction.

Strict adherence to these colour standards will serve to unify user experience as they research a trip or use the trail.

Note: Because of the colour reproduction limitations of video monitors and laser printers, the simulated display of the Okanagan Rail Trail colour palette below does not establish visual standards for colour reproduction. Colours will also vary slightly depending on whether they are printed on coated paper or uncoated paper.

Pantone is the printing industry standard for specifying solid ink colours.

CMYK is the print industry standard for full colour printing. Also known as process colour printing, it relies on cyan, magenta, yellow and black to create the spectrum of colour seen in most full-colour printing.

RGB is a colour system based on red, green and blue, and used to represent the full spectrum of colour on video displays.

HTML is a colour system used for internet code programming.

Base colours - used primarily

RAILWAY	WATER TOWER	COAL	STEAM
Pantone Cool Gray 11 C65 M57 Y52 K29 R85 G86 B90 HTML #55565A	Pantone 302 C100 M74 Y40 K32 R0 G61 B91 HTML #003A5D	Pantone Process Black Co Mo Yo K100 R30 G30 B30 HTML #1E1E1E	Co Mo Yo Ko R255 G255 B255 HTML #FFFFFF

Accent colours - used for pops of colour

LAKE	KALAMALKA	CREEK	SPRING GRASS
Pantone 297 C40 Mo Yo Ko R145 G216 B248 HTML #8ED8F8	Pantone 312 C66 M15 Y8 Ko R81 G173 B211 HTML #48ACD3	Pantone 285 C90 M48 Yo Ko R000 G115 B207 HTML #0073CF	Pantone 390 C24 Mo Y100 K8 R182 G191 Bo HTML #B6BFOO
SUNFLOWER	SUNSET		
Pantone 7408 Co M30 Y100 Ko R242 G175 Bo HTML #F2AF00	Pantone 166 Co M74 Y100 Ko R224 G82 B6 HTML #E05206		

MEMORANDUM OF UNDERSTANDING
between
Okanagan Rail Trail Committee
and
Friends of the Okanagan Rail Trail Society

1.0 PURPOSE

The purpose of this Memorandum of Understanding between the Okanagan Rail Trail Committee and the Friends of the Okanagan Rail Trail Society is to establish a partnership for the continued development and operation of the Okanagan Rail Trail.

2.0 DESCRIPTION OF THE RAIL TRAIL CORRIDOR

The Okanagan Rail Trail Corridor (the "Corridor") extends from approximately College Way in the District of Coldstream to approximately Manhattan Drive in the City of Kelowna. It is comprised of parcels of property that were once a rail corridor, and includes the land and improvements within the boundaries of those parcels. The parcels of property that make up the Corridor are owned variously by Okanagan Indian Band, City of Kelowna, District of Lake Country, and Regional District of North Okanagan (the "Owners").

The intended use and function of the Corridor is multi-modal transportation, including but not limited to walking, cycling and public transportation such as bus, rail or other form of conveyance.

3.0 PARTNERS

The Okanagan Rail Trail Committee (the "Committee") is a committee jointly instituted by the elected leaders of the following jurisdictions: Okanagan Indian Band, City of Kelowna, District of Lake Country, District of Coldstream, Regional District of North Okanagan and City of Vernon. The Committee is responsible on behalf of these jurisdictions for the coordination of activities related to the development, maintenance and use of the Corridor. The scope and operation of the Committee is described in the *Okanagan Rail Trail Committee Terms of Reference*, endorsed by the Councils, Band Council and Board of the participating jurisdictions.

The Friends of the Okanagan Rail Trail Society (the "Society") is a registered non-profit society. As it relates to this Memorandum of Understanding the Society's interests are to fundraise for the development of the Corridor, to support a memorable user experience and to inspire users through education and interpretation. The scope and operation of the Society is described in the *Constitution and/or Bylaws of the Friends of the Okanagan Rail Trail Society*.

4.0 PRINCIPLES

The Committee and the Society resolve to adhere to the following principles:

- .1 To act in good faith to fulfill the purpose, responsibilities and other conditions of this Memorandum of Understanding.
- .2 To communicate regularly and openly with each other about opportunities, concerns or issues relating to the partnership.

- .3 To share information, experience, materials and skills to learn from each other.
- .4 To develop effective working practices and work collaboratively to identify solutions, eliminate duplication of effort, mitigate risk and reduce cost.
- .5 To ensure sufficient and appropriately qualified resources are available and deployed to fulfill the responsibilities set out in this Memorandum of Understanding.

5.0 RESPONSIBILITIES of the COMMITTEE

The scope and operation of the Committee is described in the *Okanagan Rail Trail Committee Terms of Reference*, endorsed by the Councils, Band Council and Board of the participating jurisdictions.

As it relates to the relationship between the parties, the responsibilities of the Committee are to:

General:

- .1 Acknowledge the Society as an “official non-profit partner” organization of the Okanagan Rail Trail.
- .2 Acknowledge the Society as the “principal non-profit fundraiser” for development of the Corridor.
- .3 Develop and maintain a good working relationship with the Society.
- .4 Identify those issues, projects and initiatives that involve the Owners and connect the Society and the Owner(s) accordingly.
- .5 Provide liability and insurance requirements to the Society.

Coordination and Communication:

- .6 Be the Society’s primary point of contact with the Owner jurisdictions. Direct the Society to the appropriate individual Owner(s) for issues or responsibilities not belonging to the Committee.
- .7 Include the Society in meetings, correspondence and communications of the Committee on topics pertinent to the mandate and responsibilities of the Society.
- .8 Consult with the Society on plans, programs, policies, facilities, improvements and cost estimates for the Corridor that are pertinent to the scope and responsibilities of the Society.
- .9 Coordinate external messaging and refer queries and issues that are within the mandate of the Society to the Society.
- .10 Coordinate with the Society regarding the involvement of other groups or interests in the Corridor where that involvement overlaps with that of the Society.

Projects and Initiatives:

- .11 Coordinate the development of plans, designs, policies, cost estimates and public consultation for Corridor projects and initiatives.

Fundraising and Finance:

- .12 Identify and schedule interjurisdictional projects and programs for implementation.
- .13 Coordinate and support Owner endorsement of funding for projects and programs.

- .14 Advise the Society of projects and programs for which the Owner(s) are seeking financial support from grants and external sources of funding.
- .15 Coordinate funding requests, grant applications and fundraising activities for projects with the Society and the pertinent Owners.
- .16 Coordinate memoranda of understanding or agreements between the Owner jurisdictions, the Society and registered non-profit societies for fundraising, financing and reporting as it relates to grants.

6.0 RESPONSIBILITIES of the SOCIETY

The scope and operation of the Society is described in the *Constitution* of the Friends of the Okanagan Rail Trail Society.

As it relates to the relationship between the parties, the responsibilities of the Society are to:

General:

- .1 Acknowledge the Committee as the lead organization coordinating the inter-jurisdictional use, development and operation of the Corridor.
- .2 Acknowledge the Owners as the ultimate entities responsible for the planning, development and operation of the Corridor.
- .3 Develop and maintain a good working relationship with the Committee.
- .4 Procure and maintain insurance as described herein.

Coordination and Communication:

- .5 Include the Committee in meetings, correspondence and communications of the Society on topics pertinent to the mandate and responsibilities of the Committee.
- .6 Refer queries and issues regarding the mandate and responsibilities of the Committee to the Committee.
- .7 Coordinate external messaging and refer queries and issues that are within the mandate of the Committee or Owner to the Committee.
- .8 Provide input and feedback to the Committee on plans, programs, policies, facilities, improvements and cost estimates for the Corridor.
- .9 Treat as confidential, limiting communication to the Society executive, those issues and items of business identified by the Committee as confidential.

Stewardship:

- .10 Develop and manage a trail stewardship and/or trail ambassador program.

Fundraising and Finance:

- .11 Raise funding for projects, programs and initiatives that enhance experience of the trail user and have been identified for implementation by the Committee
- .12 Work with the Committee and/or Owners in the preparation of funding requests and grant applications.
- .13 Enter in to memoranda of understanding or agreements with other registered non-profit societies, as required for the fundraising and financing of projects and grants.

Projects and Initiatives:

- .14 Submit proposals for projects and initiatives that fit with the intended use and plans for the Corridor to the Committee, for review, consideration and forwarding on to the Owner(s) where appropriate.
- .15 Provide feedback to the Committee on projects and programs being considered for implementation.

7.0 LIABILITY and INSURANCE

The parties do not hold each other liable for mistakes, errors in judgement or omissions made in good faith.

Provide general liability insurance of not less than \$2,000,000 for each occurrence or incident that covers the Society, its members and volunteers from bodily injury, death and destruction of property. Name the Owners as additional insured under this coverage. As proof of insurance coverage, submit a certificate of insurance to the Owners for any new, revised or updated coverage.

8.0 AMENDMENTS

It is understood that amendments may need to be made to this Memorandum of Understanding. Provided proposed amendments are within the Terms of Reference of the Committee and the Constitution of the Society, amendments can be made to this Memorandum of Understanding subject to mutual agreement of the parties.

9.0 DISPUTE RESOLUTION

Should any dispute arise through any aspect of this relationship the parties will confer in good faith to promptly resolve any dispute. A dispute regarding a particular issue does not supersede the responsibility of each party to fulfill their responsibilities under this Memorandum of Understanding that are not directly related to the issue in dispute.

In the event that the parties are not able to resolve an issue or dispute between them, then the matter shall be mediated or arbitrated in an attempt to resolve any and all issues between the parties. The method of mediation or arbitration shall be determined by mutual discussion and agreement of the parties.

10.0 TERM

It is the intention of the parties to have an on-going relationship. The term of this Memorandum of Understanding shall begin on the effective date herein and expire at the end of the following calendar year. Subject to mutual agreement of the parties the term may be extended by one or more calendar years.

11.0 TERMINATION / DISSOLUTION

Participation in this Memorandum of Understanding is voluntary. Either party may suspend or terminate its involvement in this Memorandum of Understanding at any time subject to

notifying the other party in writing ninety days in advance of the intended date of suspension or termination.

EFFECTIVE DATE

This Memorandum of Understanding shall be in effect as of this date: _____

AUTHORIZATION

This Memorandum of Understanding is not a formal undertaking and is not intended as a legally enforceable contract. This Memorandum of Understanding simply intends that the signatories will strive to fulfill, to the best of their abilities, the content and responsibilities stated herein.

James Kay
City of Kelowna

Michelle Kam

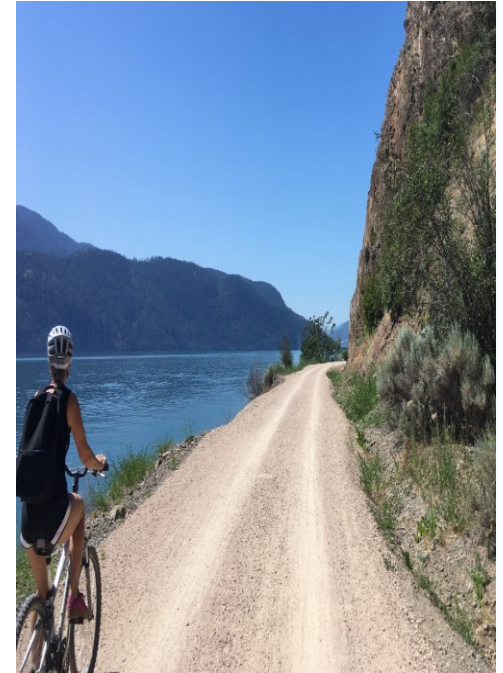
Toby Frisk, Chair
Friends of the Rail Trail Society

Matt Vader
District of Lake Country

Mike Fox
Regional District of North Okanagan

Victor Rumbolt
Okanagan Indian Band

Okanagan Rail Trail Update



A Pathway of Connections



Connecting Communities

Building this trail will provide much more than a pathway. It will create connections in our community that will benefit our communities today, and into our future.



Connecting with Culture and Recreation

Within 500 of metres of the trail there are 22 parks and 21 recreational and cultural points of interest allowing local and visiting walkers and bikers to experience our great amenities.



Connecting Families

The near level trail surface will support use and enjoyment by all ages and abilities and will enable intergenerational activities. Children, parents and grandparents can all enjoy the safety of walking and biking together away from congested roads and traffic.



Connecting with Nature

Every trip along the rail trail will offer a opportunity to learn about and enjoy the rich natural ecosystems of the lakes and creeks along the trail. Over 24 km of the trail will follow lake shore, creeks and truly unique natural environments.



Connecting with Health and Wellness

The Rail Trail will provide an attractive, easy way to get out to walk, bike or run allowing residents to incorporate exercise into their daily routines supporting a healthy, active lifestyle. It is estimated that the trail will receive 148,000 walking trips and 309,095 cycling trips per year (1). It will also provide us an alternative multimodal transport system enabling us to reduce automobile dependency and reduced vehicle emissions improving the liveability of our valley.



Connecting with our Economy

The Rail Trail will become a signature amenity that will help define this tourism destination. This truly iconic rail trail will attract additional active international travellers, especially in shoulder seasons. Economists project that an additional 107,400 visitors will be attracted to the Okanagan each year specifically to use the trail. This represents an additional \$6.7 to \$8.7 million to the local economy, and about 66 new jobs in related businesses. (1)



Connecting with the Syilx Cultural Heritage

The Rail Trail offers the opportunity to learn about the Syilx (Okanagan) people and their traditional territory.



Connecting with our Future

Future generations will be grateful that we acted today to protect this corridor and provide a trail that connected us in so many ways.



Trail Facts

\$22 million – purchase price of discontinued rail corridor

\$7.8 million - cost to construct the first phase of the trail. This all was either donations or grant funding

24 kms - total distance of lakefront, creeks and truly unique natural habitats along the trail

1.3 % - maximum grade of the trail

212,000 – combined estimated population of communities along the trail

588,000 – estimated # of annual users by year 5

43 – number of cultural and recreational points of interest within 500 metres of the trail

1 – number of international airports along the trail



At a rail trail strategy session of elected leaders held in November 2017, participants identified a number of issues that they felt should be coordinated moving forward, including:

- Oversight, monitoring, and management
- Planning for long term development of the ORT
- Design and construction of future improvements and infrastructure
- Regulation of uses and activities on the ORT
- Maintenance and operations
- Wayfinding and interpretive facilities
- External communications and public relations
- Programming and special events
- Marketing and branding
- Fundraising



For Consideration...

Maintenance Standards

- A draft manual of maintenance standards has been prepared cooperatively by the owner jurisdictions
- The purpose of the Maintenance Standards manual is to establish a consistent standard for the physical condition, intended function and environmental quality of the Okanagan Rail Trail.



For Consideration...

Partnership

- Having reached its goal, the community fundraising team responsible for raising \$7.8 million in capital funding for the trail has ceased its operation (Okanagan Rail Trail Initiative - ORTI).
- A dedicated group of members from ORTI is establishing a “friends of” group for the rail trail; Friends of the Okanagan Rail Trail (FORT).
- The Friends of the Okanagan Rail Trail Society is a registered non-profit society.
- As it relates to this Memorandum of Understanding, the Society’s interests are three-fold:
 - to support Trail enhancement by fundraising for amenities and improvements
 - to employ a range of communication tools to promote the Trail
 - to support and facilitate stewardship of the Trail



For Consideration...

Branding and Visual Identity

- A consultant has been retained to work with the Committee to create a brand strategy for the Okanagan Rail Trail and to develop a logo.
- As part of this process a workshop was held with local stakeholders who have an interest in the corridor and/or who have brand and marketing expertise relevant to the corridor (e.g. tourism agencies, university, fundraisers, local governments).
- The intent of this brand strategy initiative is to establish consistency among all owners, partners and stakeholders for use on communications pieces such as signage, brochures and websites.
- The visual identity is an essential part of a planned approach to building the Okanagan Rail Trail's reputation and raising awareness about its facilities, services and programs. This brand identification program will help to provide a uniform identity and support a consistent user experience.



Brand Values

Welcoming We are committed to ensuring open and inclusive access for all. Safe, respectful amenities that are accessible to everyone is a key pillar of our brand.

Community Born out of the pride of our local communities, our partnership has made this possible. Working together we will ensure the best interests of all communities in the region are respected and represented.

Experience We will deliver a unique way to experience the beauty of the Okanagan. Diverse, active experiences for residents and visitors to enjoy the history and beauty of the region will set our experience apart from others in the region.

Environment Preservation of the natural environment – and everything within it – is key. Decisions will be made with sustainability in mind, ensuring future generations to come will have the same accessible opportunities that we have today.

History We will celebrate the rich cultural history of our region. We will educate residents and visitors on the importance of this geographic link and its role throughout history.



Colour Palette

These colours have been specifically selected to project the colours of the trail, and the natural beauty of the Okanagan.

The palette also reflects colours from each of the partner jurisdictions. This will help ensure that graphics, signage and other material can complement each jurisdiction's established identity programs.

Strict adherence to these colour standards will serve to support brand identity and unify user experience.

Base colours - used primarily



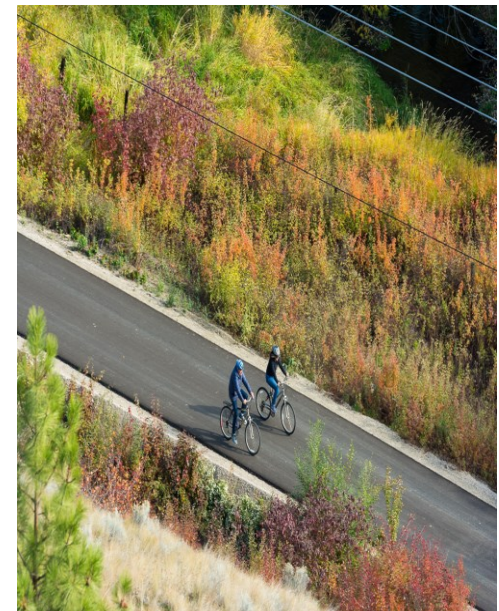
STEAM

Accent colours - used for pops of colour



Thank you...

The Okanagan Rail Trail Committee



Report to Council



Date: February 11, 2019
File: 1850-19
To: City Manager
From: Divisional Director, Infrastructure
Subject: Canyon Falls Park Slope Stability

Report Prepared by Brian Beach, Infrastructure Delivery Department Manager

Recommendation:

THAT Council receive, for information, the Canyon Falls Park Slope Stability report from the Infrastructure Division Director, dated February 11, 2019;

AND THAT the 2019 Financial Plan be amended to include up to \$125,000 currently held in reserve for the Gopher Creek Pre-Design and Land Acquisition capital project to cover the additional costs incurred for the Canyon Falls Park Slope Stability Assessment.

Purpose:

To amend the City's 2019 Financial Plan to cover the cost of a geotechnical evaluation to assess the Canyon Falls Park Slope Stability Issue.

Background:

There is an urgent need to undertake a geotechnical slope stability investigation along Bellevue Creek within Canyon Falls Park. The immediate need is for \$125,000 to undertake the study, do the risk assessment and develop a preliminary design and cost estimate for the mitigation.

In 2016-17, safety improvements were made to the Bellevue Creek Canyon Falls Trail. However, in late March of 2018 excessive groundwater triggered some slope instability and a localized landslide failure occurred, resulting in the closure of the trail. Movement of this smaller active landslide and continued erosion of the Bellevue Creek channel bank have the potential to re-activate a larger historical landslide, which could seriously impact the existing and future development of the park, the proposed South Perimeter Road and cause a debris blockage (landside dam) in Bellevue Creek that could result in significant damage downstream.

The slope subsidence has created a number of issues associated with the Canyon Falls Park property and public access to the trail leading down to the lower waterfall. Until an assessment can be made, along with a strategy for stabilizing the active slope condition, the lower portion of the park will remain closed to the public.

A larger slope failure has the potential to affect the construction of the proposed South Perimeter Road. Any significant mitigation work should be completed prior to opening of the road. In addition, a new parking lot for the park is proposed with construction of the South Perimeter Road, but is also on hold pending this investigation. Mitigation work has the potential to cost \$1M or more.



Figure 1: Tension Cracks Observed at Canyon Falls Trail Landslide

Current Conditions Photo:



Current Conditions Photo:



Financial/Budgetary Considerations:

The 2019 Financial Plan will need to be amended to include up to \$125,000 to cover the additional costs incurred for the Canyon Falls Park Slope Stability Assessment. These funds will be withdrawn from

funds currently held in reserve for the Gopher Creek Pre-Design and Land Acquisition capital project as the scope of this project can be reduced to completing the alternative routing assessment and design only for 2019.

Internal Circulation:

Divisional Director, Infrastructure
Financial Planning Manager
Building and Parks Planning Manager
Parks Services Manager

Considerations not applicable to this report:

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

Submitted by:

A. Newcombe, Divisional Director, Infrastructure

Approved for inclusion:



A. Newcombe, Divisional Director, Infrastructure

cc: Divisional Director, Infrastructure
Divisional Director, Financial Services

Report to Council



Date: February 11, 2019

File: 1850-30

To: City Manager

From: Divisional Director, Infrastructure

Subject: Budget Amendments for the Pedestrian/Cycle Overpass and Multi-Use Path Capital Project & the John Hindle Drive (2,3,4) DCC Road Capital Project
Report Prepared by: Brian Beach, Infrastructure Delivery Department Manager

Recommendation:

THAT Council receives for information, the report from the Divisional Director, Infrastructure dated February 11, 2019, regarding the Pedestrian/Cycle Overpass and Multi-Use Path capital project & the John Hindle Drive (2,3,4) DCC Road capital project;

AND THAT the 2018 Financial Plan be amended to increase the John Hindle Drive Pedestrian/Cycle Overpass and Multi-Use Path project from \$1.5M to \$1.8M with funding from the Arterial Roads reserve;

AND THAT the 2018 Financial Plan be amended to reflect the receipt of up to \$900k from the BikeBC grant program and the removal of \$1.2M in developer contribution which will be contributed to the Arterial Roads reserve to meet grant requirements for the John Hindle Drive Pedestrian/Cycle Overpass and Multi-Use Path project;

AND THAT the 2018 Financial Plan be amended to reflect the change in City funding to include funding up to \$300k from Arterial Roads reserve for the John Hindle Drive Pedestrian/Cycle Overpass and Multi-Use Path project;

AND THAT the 2018 Financial Plan be amended to include the transfer of approximately \$570k of remaining budgets from the partnering John Hindle Drive DCC (\$261k) and John Hindle Way Phase 3 Land (\$309) projects to the John Hindle (2,3,4) DCC Roads project;

AND FURTHER THAT the 2018 Financial Plan be amended to include up to \$486k from the Arterial Roads reserve, up to \$97k from the Landfill reserve, and to reduce the DCC funding budget by \$36k to correct the DCC funding splits and cover final John Hindle (2,3,4) DCC Roads project costs.

Purpose:

To amend the City's 2018 Financial Plan to include grant proceeds from the Ministry of Transportation and Infrastructure's BikeBC Program for the John Hindle Drive Pedestrian/Cycle Overpass and Multi-

Use Path project, and to adjust budget to cover final costs of the John Hindle Drive (2,3,4) DCC Road project.

Background:

The Infrastructure Division applied for the annual BikeBC grant program funding in February of 2019. One of the two projects put forth for consideration was the John Hindle Drive Pedestrian / Cycle Overpass and Multi-Use Path project, for a total project cost of \$1.8M and a 50% grant request of approximately \$900k. The application was unsuccessful, but remained on an eligibility list should future project funding become available. The City was contacted late in 2018 to see if this project could be completed by the March 31, 2019 fiscal deadline, which was confirmed, as the bridge portion had been completed. The City received confirmation of the conditional grant award on December 20, 2018.

After notification of the initial grant request status, the project was reduced in scope to complete the bridge and approaches only, at an estimated cost of \$1.5M with the multi-use pathway portion postponed to a later time. With the introduction of this grant, the multi-use pathway can now be brought back into the project and quickly completed to meet the grant deadline.

To do this, staff are recommending the 2018 Financial Plan be amended to increase the project budget to \$1.8M, add the new \$900k grant funding and change the current project funding to meet the grant requirement of matching City funds. The original funding included \$1.2M of developer contribution funds received in lieu of frontage improvements completed as part of the John Hindle DCC project. The BikeBC grant program stipulates that the matching City funds must not be a third-party contribution and therefore it is recommended that the Arterial Roads Reserve and Community Works reserve be used as the matching funding for the project. The funds received from the developer will instead be contributed to the Arterial Roads reserve.

Staff also recommend that the 2018 Financial Plan be amended to adjust the John Hindle Drive project budget to include up to \$486k from the Arterial Roads reserve, up to \$97k from the Landfill reserve, the transfer of approximately \$570k of remaining budgets from the partnering John Hindle projects, and the reduction of the DCC funding budget by \$36k to correct the DCC funding splits and cover final project costs.

Financial/Budgetary Considerations:

The City's 2018 Financial Plan to be amended as follows:

UBCO-University South Pedestrian-Cycling Bridge Project #3368

Approval is requested to increase the project budget by \$300,000 to a total of \$1.8M and replace the current \$1.2M developer contribution budget with the \$900k grant and \$600k from the Arterial Roads reserve.

John Hindle Drive (2,3,4) DCC #308102R

Approval is requested to transfer the remaining budgets of approximately \$570k, from the partnering John Hindle Drive DCC (\$261k) and John Hindle Way Phase 3 Land (\$309) projects, to the John Hindle (2,3,4) DCC Roads project; furthermore, to adjust the project funding by including up to \$486k from the

Arterial Roads reserve, up to \$97k from the Landfill reserve, and reducing the DCC funding budget by \$36k to correct the DCC funding splits and cover final project costs.

Internal Circulation:

Divisional Director, Infrastructure
Financial Planning Manager
Integrated Transportation Planning Manager
Budget Supervisor

Considerations not applicable to this report:

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

Submitted by:

A. Newcombe, Divisional Director, Infrastructure

Approved for inclusion:



D. Gilchrist, City Manager

cc: Divisional Director, Infrastructure
Divisional Director, Financial Services

Report to Council



Date: February 11, 2019

File: 1850-30

To: City Manager

From: Transportation Engineering Manager

Subject: Active Transportation Corridors Progress Update

Report Prepared by: C. Williams, Transportation Planning Engineer

Recommendation:

THAT Council receives, for information, the report from the Transportation Engineering Manager dated February 11, 2019, with respect to Active Transportation Corridors Progress Update.

Purpose:

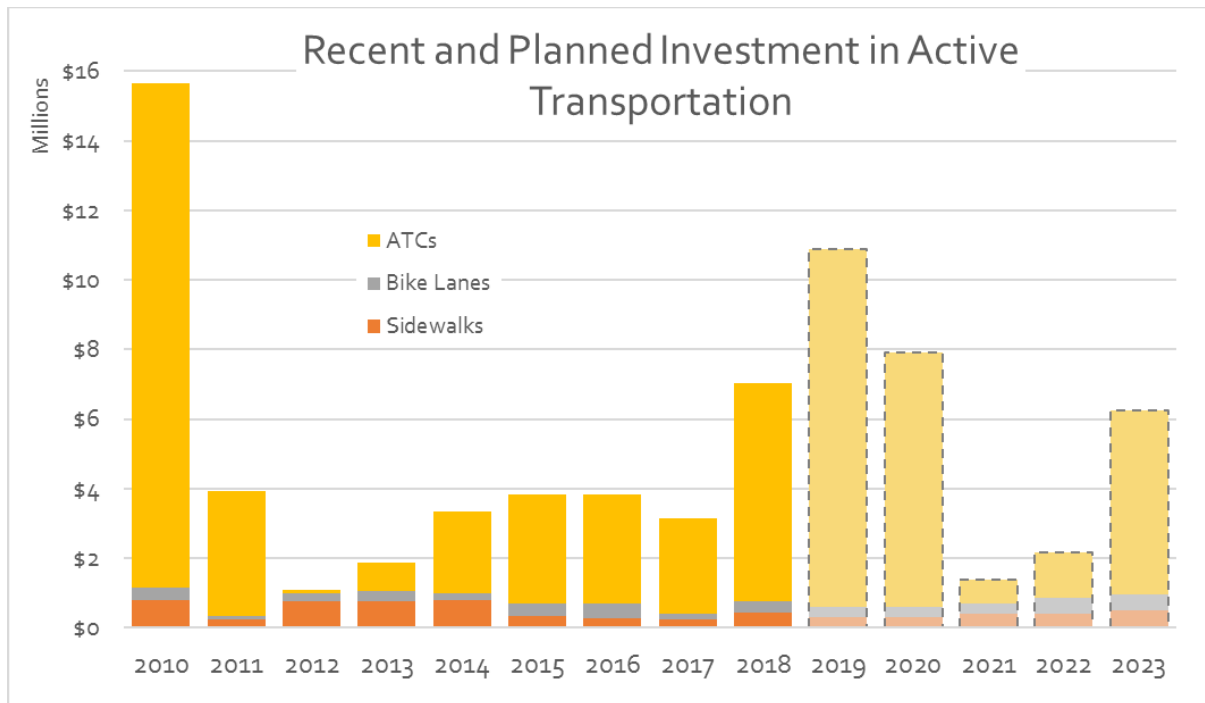
To provide Council with an update on the Active Transportation Corridor.

Background:

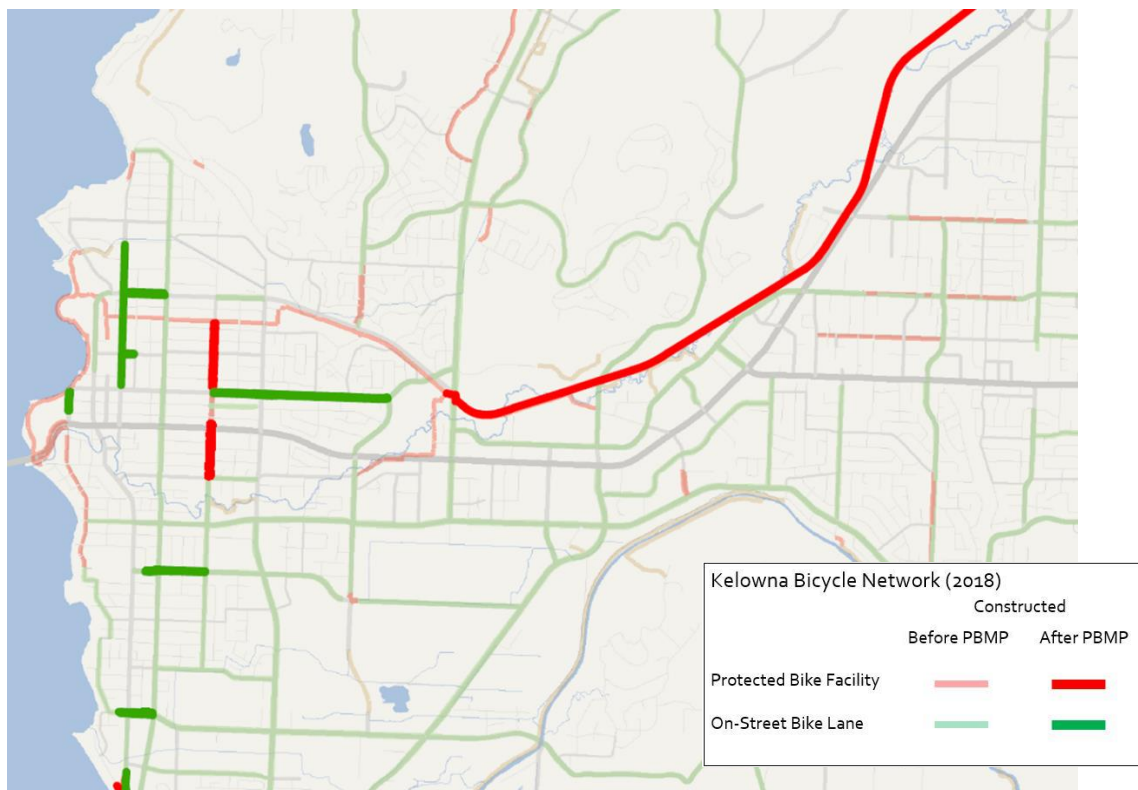
The Pedestrian Bicycle Master Plan (PBMP), adopted by Council in 2016, seeks to make walking and biking safe and convenient for people of all ages and abilities. Promoting active transportation is aligned with the Imagine Kelowna vision as a cost effective strategy. This will allow Kelowna to mitigate traffic congestion and its potential impacts on our economic competitiveness as we grow. A balanced transportation network is essential to ensure Kelowna remains an attractive place to live, work and play.

Over the last three years the City has taken concrete steps to implement the PBMP through investments in infrastructure – including sidewalks, shared paths, and bike lanes – and programs such as Bikeshare, Safe Routes to School, and Bike to Work Week.

Active transportation projects are funded through a number of different programs that are identified in the City's 10-Year Capital Plan. Of this funding, the majority of recent and planned investment supports active transportation corridors.



Investments follow priorities set in the PBMP, which considered gaps in the network, connectivity to key destinations such as schools and parks, and prioritizing areas with the highest potential for cycling - areas with higher densities of residents and jobs.



Strategies for Implementing Bicycle Infrastructure:

While all bike network improvement projects work towards developing a safer and more convenient cycling network, facilities are delivered through a range of strategies, including;

1. Road Resurfacing Program: Concurrent with resurfacing / repaving, bike lane markings are placed to reflect current design standards. Examples include: Glenmore Rd (Clement to High) and Springfield Rd (East of Dilworth).
2. Spot Safety Improvements: Changes to intersection and crossings to reduce potential conflicts between vehicles and people walking and biking. Examples include: the intersection of Gordon and Casorso and the intersection of KLO and Benvoulin.
3. Bike Lane Program: Painted bike lanes, buffered where conditions allow, to expand and fill in gaps in the network. Examples include: Ellis St (Bernard to Recreation) and Bernard Ave (Lakeview to Ethel)
4. Active Transportation Corridors: ATCs are comfortable, protected bicycle and pedestrian facilities for users of all ages and abilities. In many cases, these are delivered in conjunction with other roadway and utility upgrades. Examples include: Okanagan Rail Trail and the Ethel Street.

The City also partners, for additional funding, with ICBC through their Road Improvement Program and the Ministry of Transportation and Infrastructure's Bike BC grant program where applicable.

Over the first three years of the PBMP, expansion of ATC facilities, to create a minimum grid of all ages and ability facilities, has included:

- Ethel 1 (2015, Bernard to Harvey, construction cost \$6.4K per m)
- Ethel 2 (2016, Cawston to Bernard, construction cost \$4.9K per m)
- Ethel 3 (2017, Harvey to Sutherland, construction cost \$6.9K per m)
- Okanagan Rail Trail (2018, Dilworth to YLW)

Upcoming projects:

- Ethel 4 & Ethel 5 (2019/2020, Sutherland to Rose, projected cost \$5.2K per m)
- Sutherland 1 (2019, Pandosy to Ethel, projected cost \$2.4K per m)

A Decade of Learning:

Design standards for bicycle infrastructure have evolved over the years. The City has learned and adopted new practices through implementing the PBMP. While each project is different, and costs vary with context, the City has made efforts to find cost effective and safe solutions to more quickly deliver the active transportation network. Moving towards street-level facilities separated by medians, rather than raised cycle tracks is one example of an approach the City is taking to achieve these goals. Additionally, designs which do not require a full rebuild of the street are being applied where feasible. For example, the design of Sutherland 1 will greatly improve comfort and safety while maintaining some parking, mature street trees and reducing real estate impacts.

Internal Circulation:

Active Transportation Coordinator
Commutations Consultant
Divisional Director, Infrastructure
Infrastructure Delivery Department Manager

Senior Project Manager
Transportation Planner

Considerations not applicable to this report:

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

Submitted by:
G. Foy, Transportation Engineering Manager

Approved by:
R. Villarreal, Integrated Transportation Department Manager

Approved for inclusion:



A. Newcombe, Divisional Director, Infrastructure

Attachment 1 - Active Transportation Corridors Progress Update Presentation

cc: Divisional Director, Infrastructure
Divisional Director, Corporate Strategic Services

Applying lessons learned to expand our network

Active Transportation Corridors Update

February 11th 2019



A Decade of Learning

- ▶ Evolution in Active Transportation Corridor (ATC)
- ▶ Lessons learned from PBMP implementation
- ▶ Value engineering to optimize efficiencies
 - ▶ Cost effective and safe
 - ▶ Projects are contextual
- ▶ A minimum grid of connected ATC facilities faster

Outline

- ▶ Context
 - ▶ From City Vision to Projects
 - ▶ Progress update: Pedestrian and Bicycle Master Plan (PBMP)
- ▶ Investment and facility type
- ▶ Issues and lessons learned over the years
 - ▶ Examples of delivered projects and learnings
- ▶ Upcoming projects and strategies

Imagine Kelowna & Transportation Master Plan

Transportation Master Plan

"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"

Ped Bike Master Plan

"make walking and cycling safer, convenient, and practical modes of travel"



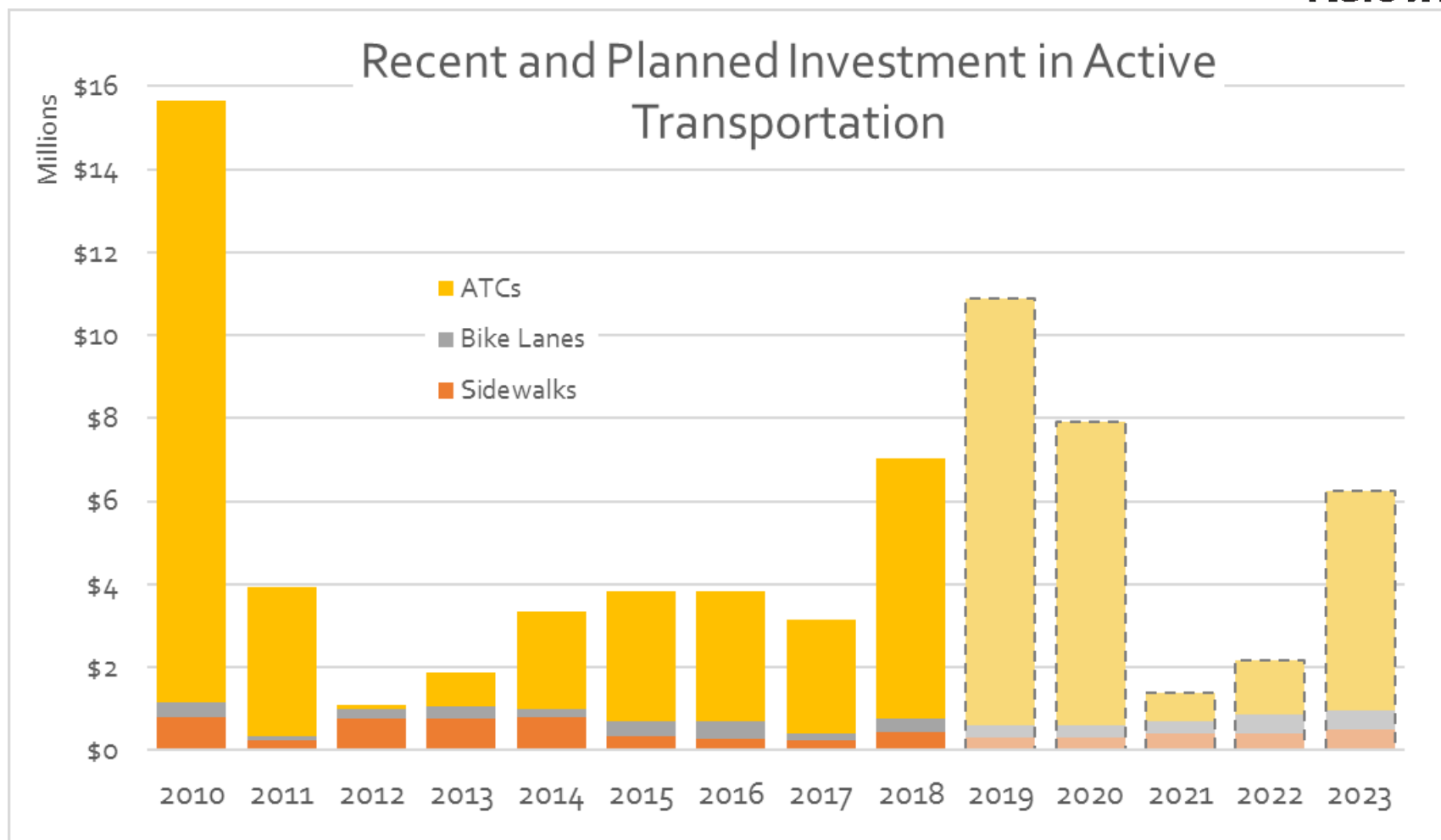


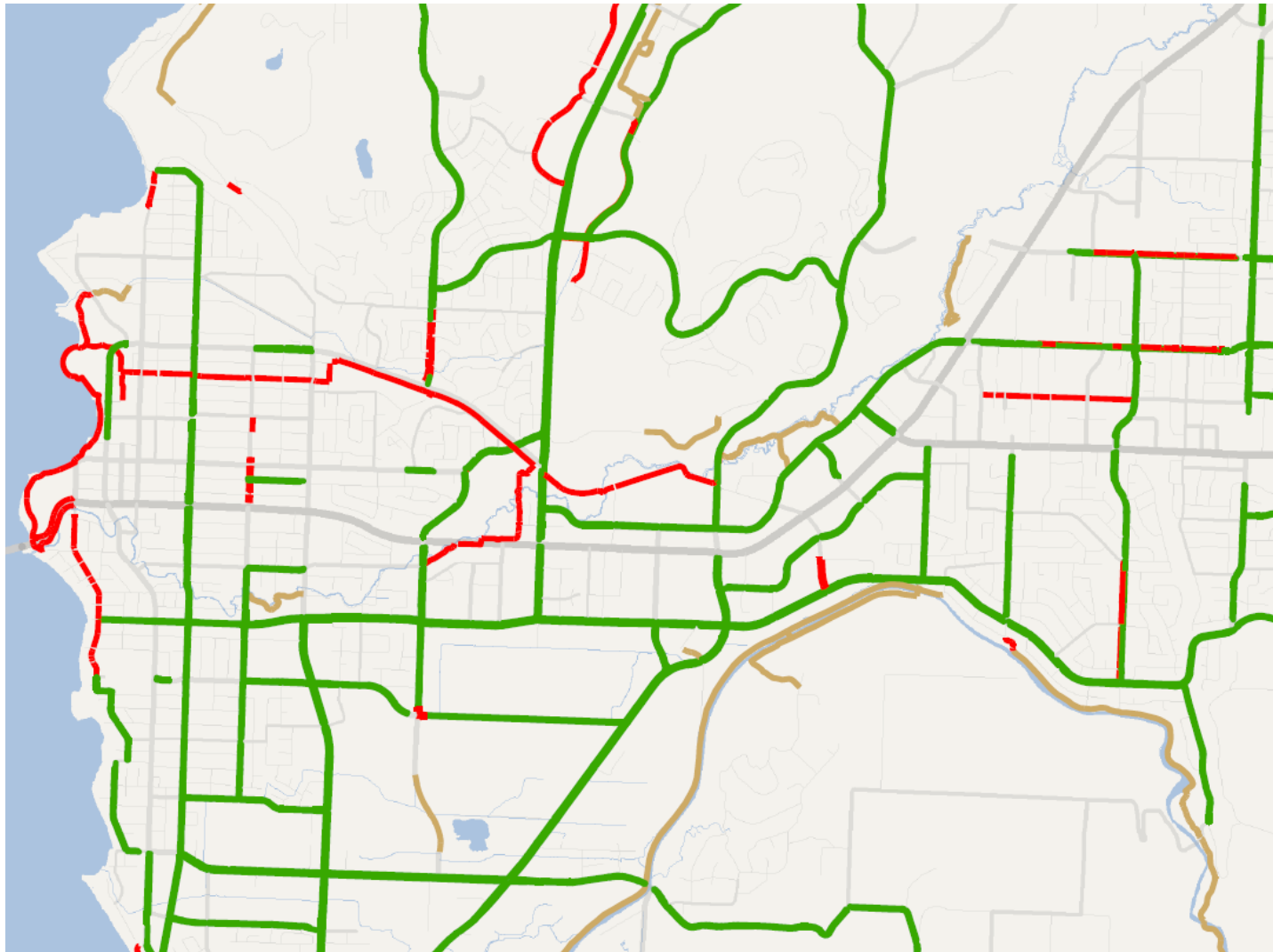
Kelowna On the Move

Pedestrian and Bicycle Master Plan

April 2016



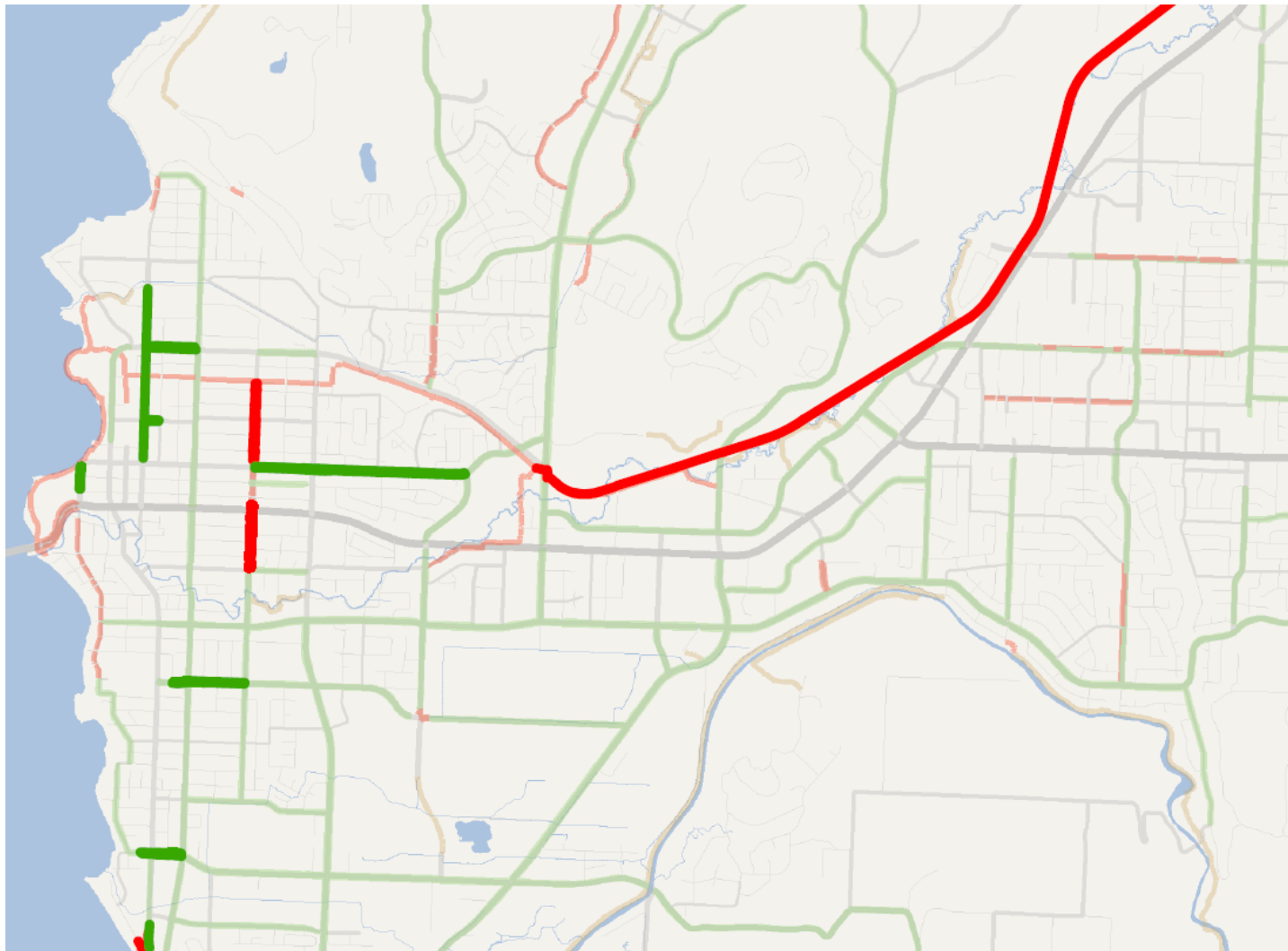




Before PBMP

— Protected Bike Lane

— Bike Lane



After PBMP

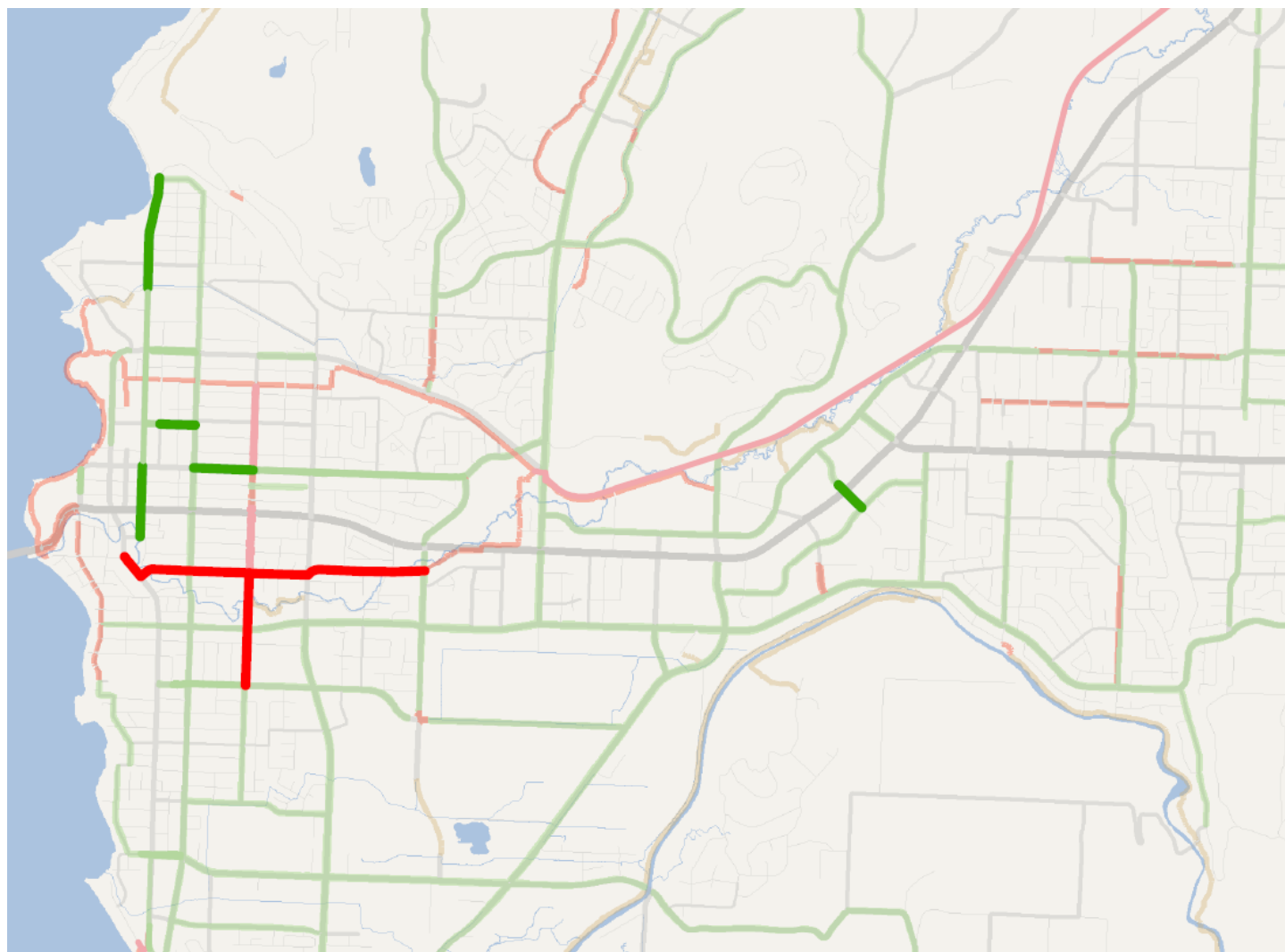
Protected Bike Lane

Bike Lane

Before PBMP

Protected Bike Lane

Bike Lane



2019 Projects

- █ Protected Bike Lane
- █ Bike Lane

After PBMP

- █ Protected Bike Lane
- █ Bike Lane

Before PBMP

- █ Protected Bike Lane
- █ Bike Lane

Strategies for Investment

Resurfacing Program (lane marking improvement)

Spot safety improvement

Bike Lanes

Active Transportation Corridors



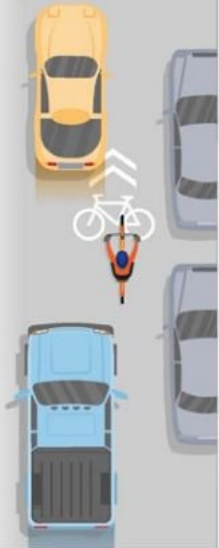
User Perception

**NOT
COMFORTABLE**

LESS COMFORTABLE

MORE COMFORTABLE

MAJOR STREET
Shared Use Lane



MAJOR STREET
Painted Bike Lane



MAJOR STREET
Painted Buffered Bike Lane



LOCAL STREET
Bikeway



MAJOR STREET
Protected Bike Lane



OFF-STREET
Pathway

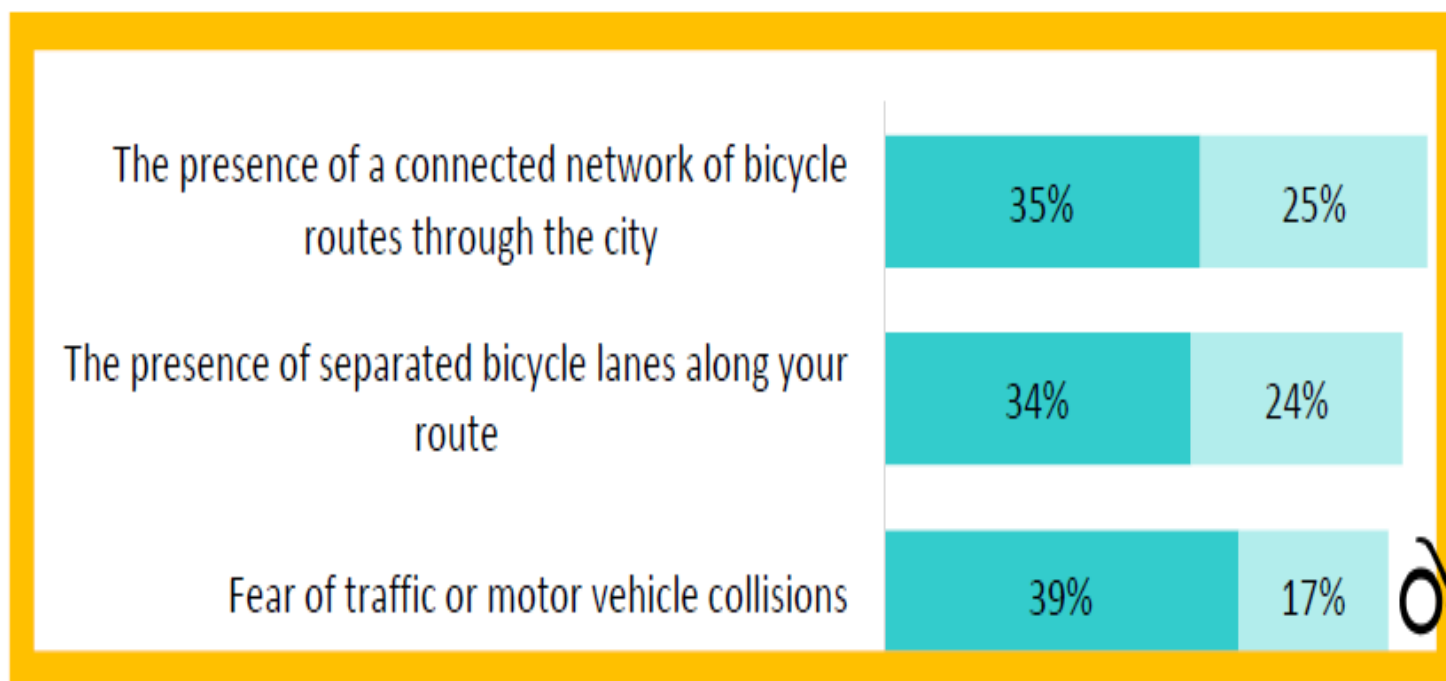


Source: City of Vancouver (2017), AAA Guidelines.

Kelowna Feedback

- ▶ Survey shows that majority of Kelowna residents are interested in bicycling but concerned

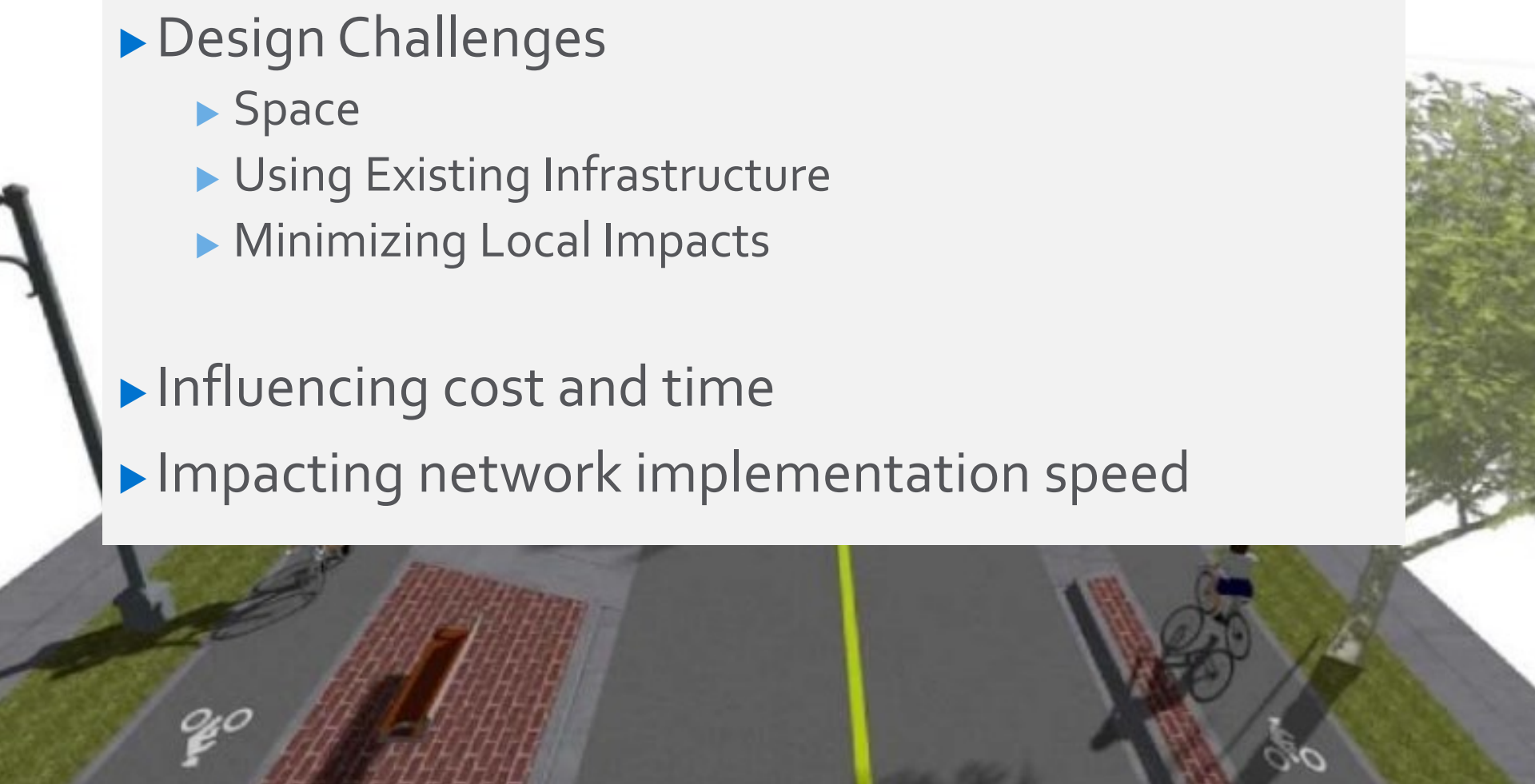
■ Very important ■ Somewhat important



Source: Dr. Meghan Winters's SFU - Impacts of Bicycle Infrastructure in Mid-Size Cities

On protected bike lanes

- ▶ Design Challenges
 - ▶ Space
 - ▶ Using Existing Infrastructure
 - ▶ Minimizing Local Impacts
- ▶ Influencing cost and time
- ▶ Impacting network implementation speed



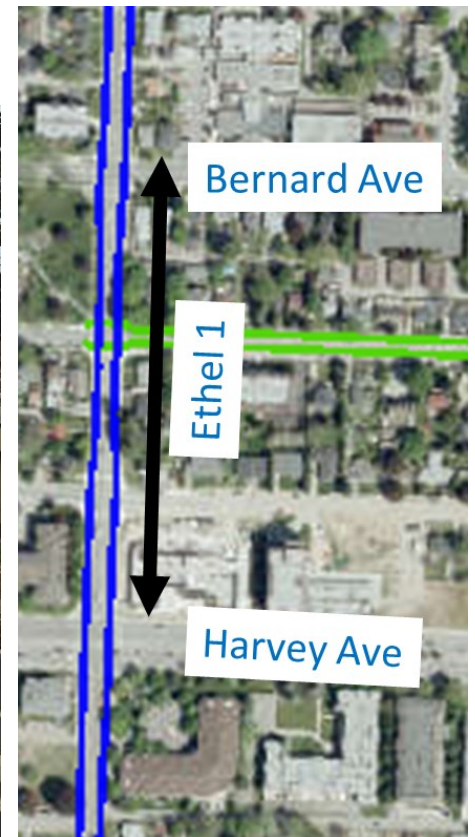
Delivered Projects

- ▶ Okanagan Rail Trail
 - ▶ 17.8 Km in Kelowna



Delivered Projects

- ▶ Ethel 1 – Raised
 - ▶ \$6400/m



Delivered Projects

- ▶ Ethel 2 – Raised
 - ▶ \$4900/m



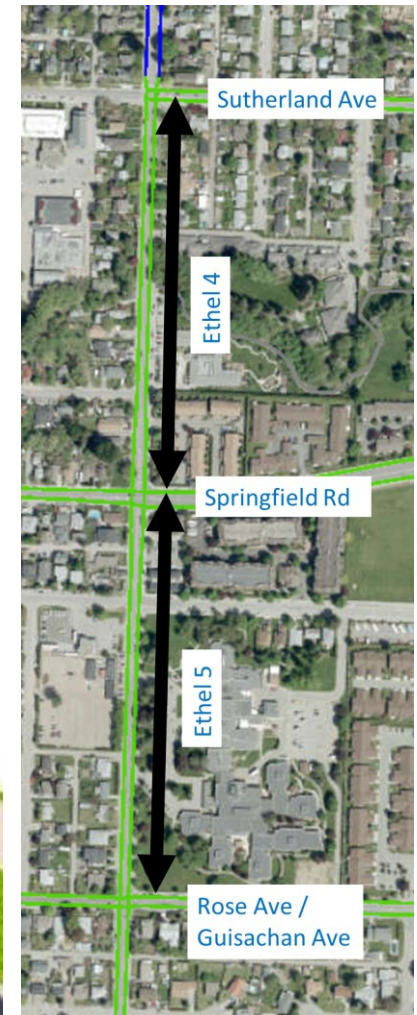
Delivered Projects

- ▶ Ethel 3 – Raised
 - ▶ \$6900/m



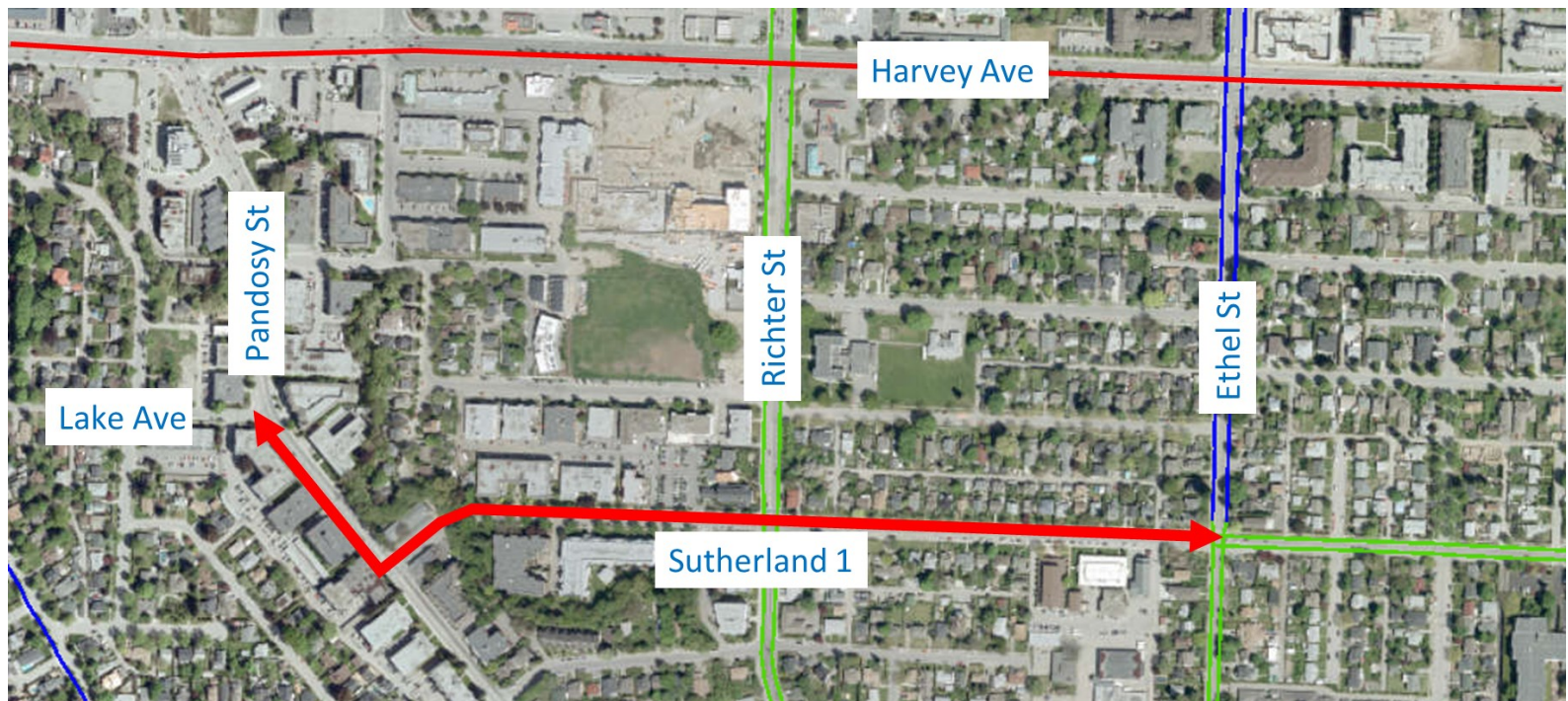
Current Projects

- ▶ Ethel 4 & 5 – Protected Median
 - ▶ \$5200/m
 - ▶ ~25% reduction Ethel 3



Current Projects

- ▶ Sutherland – Two Way Protected Median
 - ▶ \$2400/m
 - ▶ ~%60 reduction compared to Ethel 3



Current Projects

- ▶ Sutherland – Two Way Protected Median
 - ▶ \$2400/m
 - ▶ ~%60 reduction compared to Ethel 3

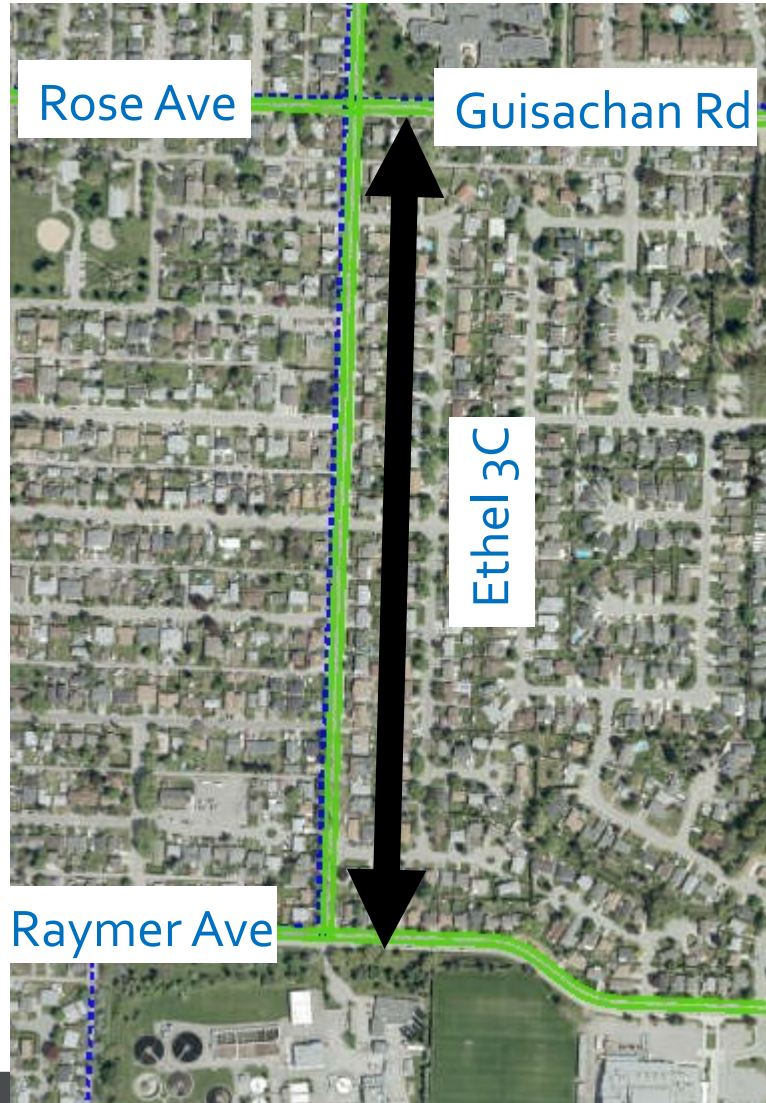


Current Projects

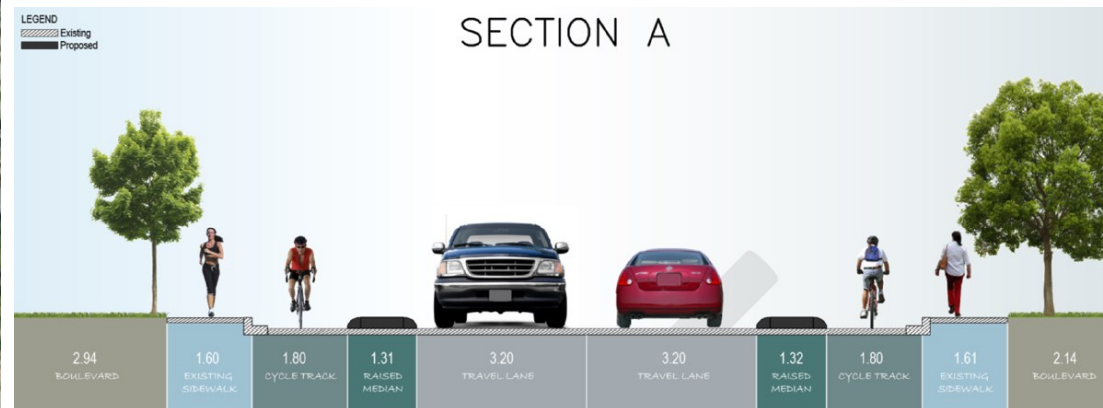
► Sutherland – Two Way Protected Median



What's Next

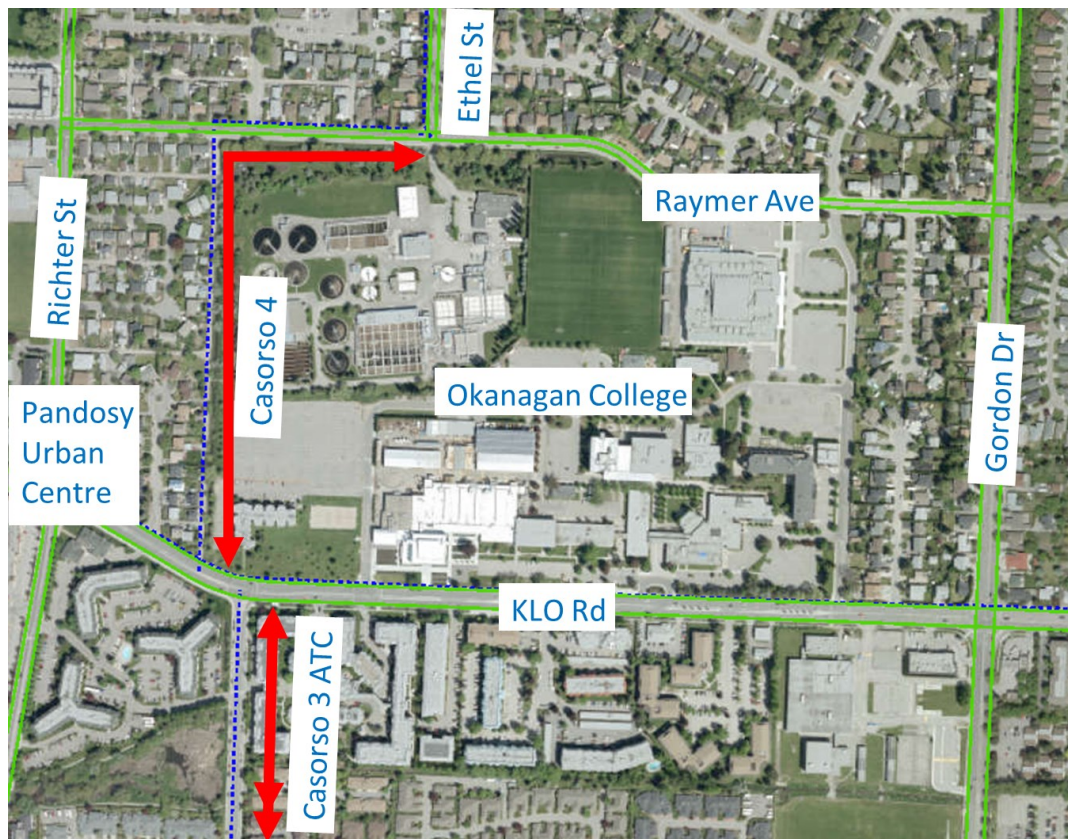


- ▶ Ethel to the South
 - ▶ \$4200/m
- ▶ Proposed
 - ▶ Accelerate Project
 - ▶ Reduce Costs 1/3 to 1/2



What's Next

► Beyond Ethel



Casorso 4 (Raymer to KLO)

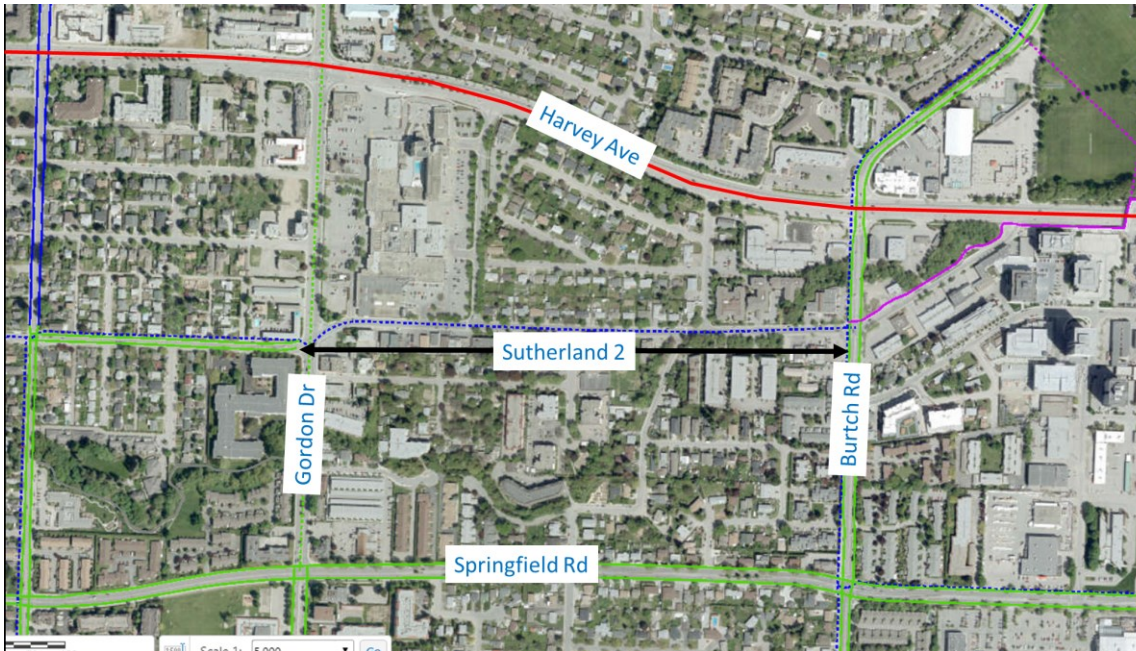
Planning	Ongoing
Design	2022
Construction	2023-2024
Cost Estimate	\$540,000
	\$800/m

Casorso 3 (KLO to Barrera)

Planning	Ongoing
Design	2024
Construction	2026-2027
Cost Estimate	\$4.2 M
	\$4,200/m

What's Next

- ▶ Sutherland 2
 - ▶ Capri Redevelopment



Phase	Timing
Planning	Complete
Design	2019 (Dev.)
Construction	2019 (Dev.)
Cost Estimate	\$2.9 M
	\$3,500/m

What's Next

- ▶ Houghton – Multi Use Pathway
- ▶ Connecting ORT to Houghton MUP



Phase	Timing
Planning	Complete
Design/Build	2019/2020
Cost Estimate	\$7.7 M
	~\$10,700/m



Phase	Timing
Planning	Complete
Design/Build	2019/2020
Cost Estimate	\$4 M
	~\$5,500/m

What's Next

Exploring Pilots & Partnerships

To further expand the City's protected bike network with low cost solutions



The City is working to deliver an active transportation network faster using safe and pragmatic solutions



Questions?

For more information, visit kelowna.ca.

Report to Council



Date: February 11, 2019
File: 0610-53
To: City Manager
From: Chris Babcock, Event Development Supervisor
Subject: 2018 Kelowna Outdoor Events Summary

Recommendation:

THAT Council receives, for information, the report from the Event Development Supervisor dated February 11, 2019 regarding the 2018 Outdoor Event season.

AND THAT Council endorses, in principle, the updated Event & Festival Framework, as outlined in Appendix B in the report from the Event Development Supervisor dated February 11, 2019.

Purpose:

To endorse the proposed Event & Festival Framework and provide Council with an update on the 2018 outdoor event season and an overview of the 2019 Event Services Branch plans.

Background:

Events provide a platform to celebrate Kelowna's community by reflecting its values, diversity, and overall quality of life. They contribute to a strong local economy and provide a range of opportunities and experiences through culture, sport, and celebrations for all ages, backgrounds, and abilities.

The City's Event Services Branch strives to foster a healthy event landscape that contributes to community-wide objectives and ensures variety, accessibility and quality in events while being mindful of Kelowna's citizens. Through collaboration, ongoing relationships, and research, staff continue to advance the 'one-stop-shop' approach to enhance customer service, optimize staff resources, maintain current events and position Kelowna as a strong contender in procuring major events.

2018 Overview

In terms of event hosting in Kelowna, 2018 proved to be an extremely successful year with a record number of permitted events (180), and tournaments (85) being held, providing citizens and visitors alike

with numerous opportunities to celebrate and share experiences within the community. This number of events/tournaments has steadily risen since 2012 and is reflective of our vibrant, event-friendly city. To support the growth and development of these events, staff administered over \$50,000 of grant funds in 2018 and continued to expand the list of services and resources available to event organizers. Event highlights include:

Returning Events

Kelowna was host to a number of returning events in 2018 which have become staples in the community that serve to connect our citizens and contribute to our identity. They include: *Canada Day Festival, Okanagan Pride Festival, Jack Brow Track Meet, Great Okanagan Beer Fest, Sunflicker Ultimate Tournament, Across the Lake Swim, Vaisakhi Parade, May Days, Valley of Champions Baseball Tournament, Fat Cat Children's Festival, Ribfest* and more.

New Events

Kelowna also welcomed several notable new events that offered unique and beneficial opportunities to the community. These events involved a competitive bid process and were only available to host on a predetermined cycle. They included: *Nitro Circus, BCAA Flag Football Provincial Championships, Break Out West, Pickleball National Championships, the World Mixed Curling Championship* and more.

Bids

City staff are consistently seeking out new, large-scale events that would provide Kelowna with a healthy economic stimulus, legacy and development opportunities, and overall positive impact for the community. The event procurement process is done collaboratively with Tourism Kelowna and aligns organizational objectives and resources in order to put forward the strongest bid possible in a growing, competitive market. Successful bids in 2018 included: *2019 Skate Canada International, 2019 BC High School Track & Field Championships, 2019 Field Lacrosse Nationals* and *2020 Memorial Cup*.

2018 Challenges

There are a number of ongoing challenges associated with hosting events held outdoors. While there are no simple solutions, City staff continue to explore ways to mitigate the challenges and improve the services and opportunities available. Based on staff attendance at events, event monitor reports, debrief sessions and ongoing relationships with event organizers, three main challenges emerged in 2018:

Event Costs

Costs related to staging events in city parks and roadways were again noted as a major challenge to hosting events in Kelowna. Examples include: site limitations, logistical equipment needs, permit requirements, and trained personnel expenses.

Event Space

Kelowna has a limited amount of 'event specific' sites outside of the downtown core making it difficult to manage and balance the increasing number, type and requests for events hosted in Kelowna.

Weather

The excessive smoke caused by wildfires resulted in the cancellation of some noted events such as the *Apple Triathlon* and *Dragonboat Festival*, and lower attendance at several others. As a result, some organizers have requested date changes in 2019 to support the successful delivery of their event.

2019 Plans

As the Event Services Branch strives to improve and support a dynamic event landscape, staff continue to prioritize plans and develop strategies that address challenges and showcase Kelowna as an eventful city. Specific areas of focus for 2019 include:

Measuring Event Impact

Traditionally, event impact is associated with economic gain; however, events also have important influences on cultural, social, and image aspects for the community. An objective of the Event Services team will be to review and develop evaluation techniques that use multiple indicators to help determine the community's capacity for events, what type of events are effective in meeting the priorities of the city, and what areas need to be addressed in order to improve results.

Policy Development

Outdoor event permits are issued by the City of Kelowna pursuant to the Outdoor Events Bylaw (#8358) and the Active Living & Culture Fees and Charges Bylaw (#9609). As the event landscape continues to evolve and the City's capacity to address these progressions has increased, a review of related bylaws and guidelines is warranted to ensure accuracy, flexibility and prosperity moving into the future.

Strategic Event Framework

The Event & Festival Framework (Appendix A), endorsed by Council in 2012, was developed to provide guidance for a proactive approach to event management, align City and stakeholder efforts and reduce barriers for event organizers. To continue advancement in a dynamic event landscape, City staff have led discussions with various stakeholders to review event priorities and identify focus areas. As a result, an updated, proposed Framework (Appendix B) has been developed that is rooted by four main pillars: event development, event support, event management, and event spaces. Each of these pillars consist of specific objectives that have been identified for further review and development. An overview is provided below:

Event Development: Align goals and objectives with key stakeholders for the promotion and advancement of events hosted in Kelowna.

Event Support: Provide assistance for event and organizational development through a variety of resources to further support the creation, growth and sustainability of events in the community.

Event Management: Strengthen and augment application and regulatory processes to improve customer experience and internal operations.

Event Spaces: Develop and maintain event infrastructure and explore other spaces that bolster event possibilities.

City staff are committed to building an eventful city that positively reflects Kelowna's community, diversity, and values. The Event Services team will continue to identify a clear direction for the procurement, regulation and support of events, and will work with internal and external stakeholders to enhance the experiences of event participants.

Internal Circulation: Divisional Director, Active Living & Culture; Sport & Event Services Manager; Communications Advisor

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:

C. Babcock, Event Development Supervisor

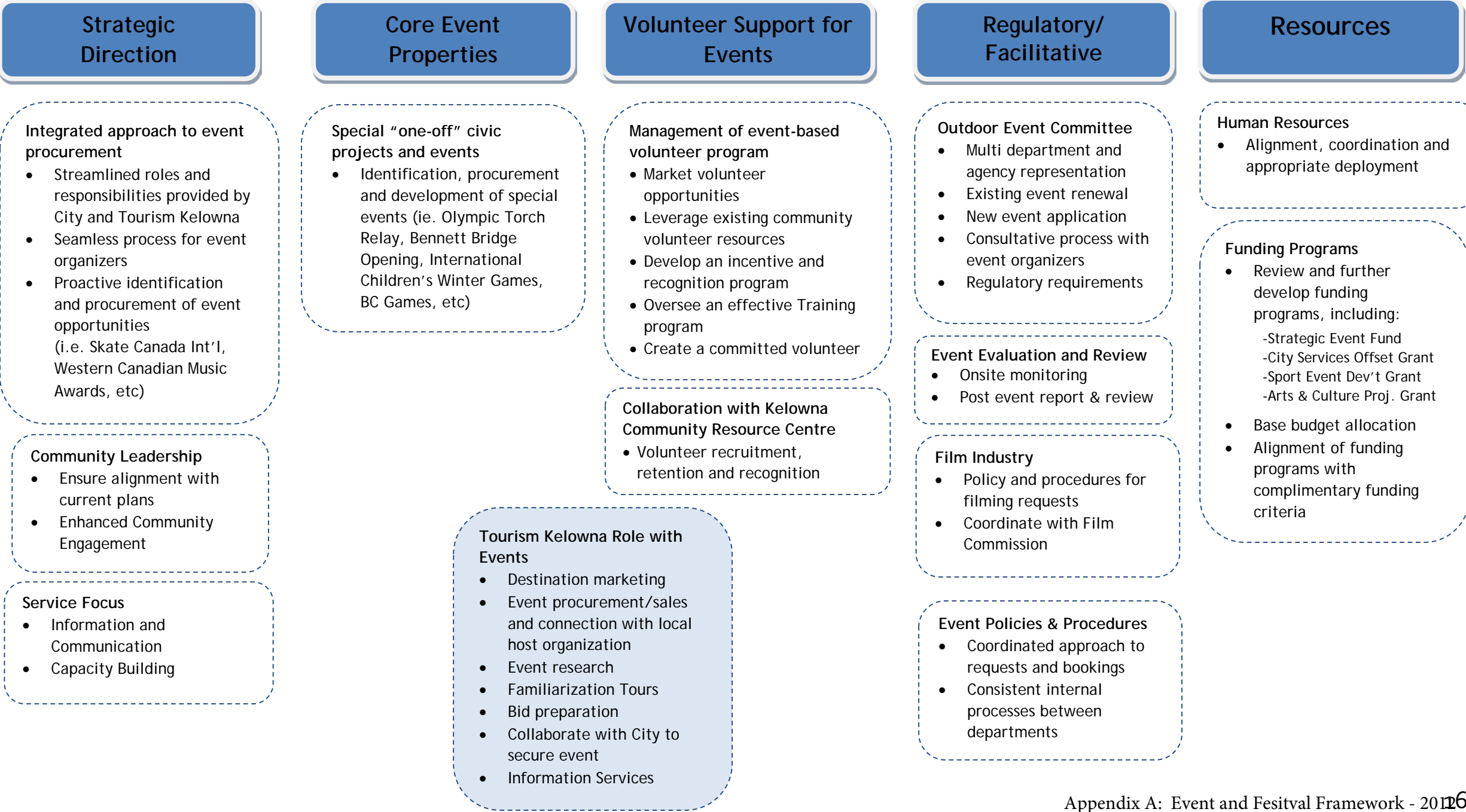
Approved for inclusion by:

J. Gabriel, Divisional Director, Active Living & Culture

Attachments: Appendix A – Event & Festival Framework - 2012
Appendix B – Proposed Event & Festival Framework - 2019
Outdoor Events Powerpoint Presentation – 2019

Cc: Divisional Director, Active Living & Culture; Sport & Event Services Manager; Communications Advisor

Event and Festival Framework



Event & Festival Framework

VISION

To be a vibrant eventful city which celebrates our spirit, contributes to our local prosperity, and enriches our quality of life

GUIDING PRINCIPLES

Foster safe & positive environments

Support capacity building

Strengthen collaboration

Develop quality infrastructure

Encourage inclusivity & diversity

Be a catalyst for local business

Develop a vibrant community

Be accountable

FOCUS AREAS

EVENT DEVELOPMENT

- COMMUNITY COLLABORATION
- INTERDEPARTMENTAL ALIGNMENT
- MAJOR EVENT PROCUREMENT
- EVENT CAPACITY
- ACCURATE REPORTING

EVENT SUPPORT

- FUNDING PROGRAMS
- ORGANIZATIONAL DEVELOPMENT
- VOLUNTEER PROGRAM
- WEBSITE / RESOURCE CENTER
- ONSITE EVENT SUPPORT

EVENT MANAGEMENT

- APPLICATION PROCESS
- FILM GUIDELINES
- ALIGN INTERNAL PROCESSES
- BYLAW / FEES / GUIDELINES
- OUTDOOR EVENT COMMITTEE

EVENT SPACES

- ASSESS CURRENT INFRASTRUCTURE
- EXPLORE FUNDING OPPORTUNITIES
- CAPITAL INVESTMENT
- CREATIVE SPACES

OUTDOOR EVENTS



BACKGROUND



CANADA DAY



OKANAGAN MARATHON



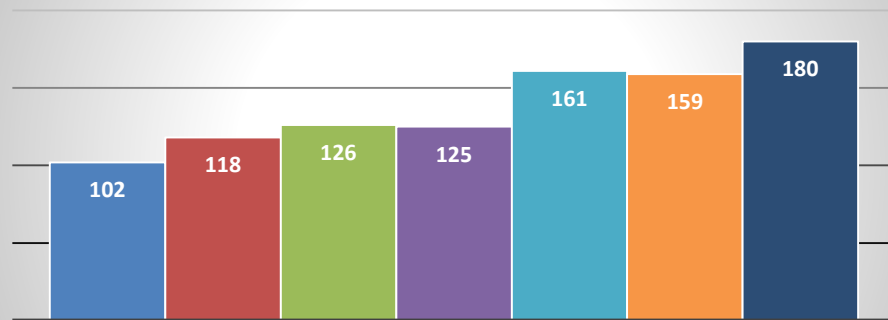
PARKS ALIVE



VAISAHKI PARADE¹⁶³

2018 OVERVIEW

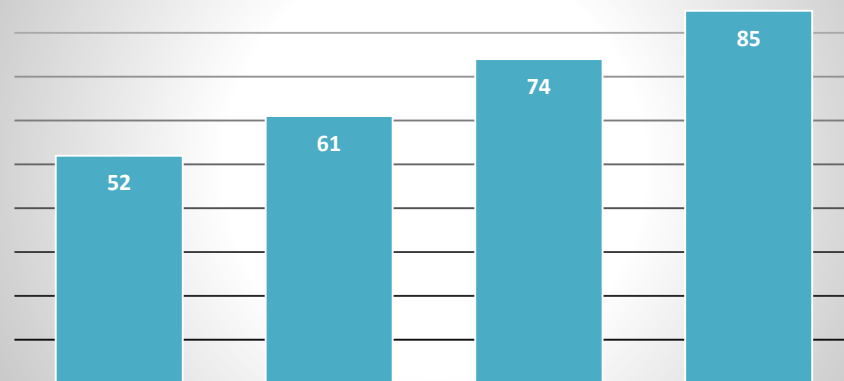
Number of Events



TOTAL PERMITS/EVENTS

■ 2012 ■ 2013 ■ 2014 ■ 2015 ■ 2016 ■ 2017 ■ 2018

Number of Tournaments



2015

2016

2017

2018

RETURNING EVENTS



NEW YORK NEW YEARS



RIBFEST

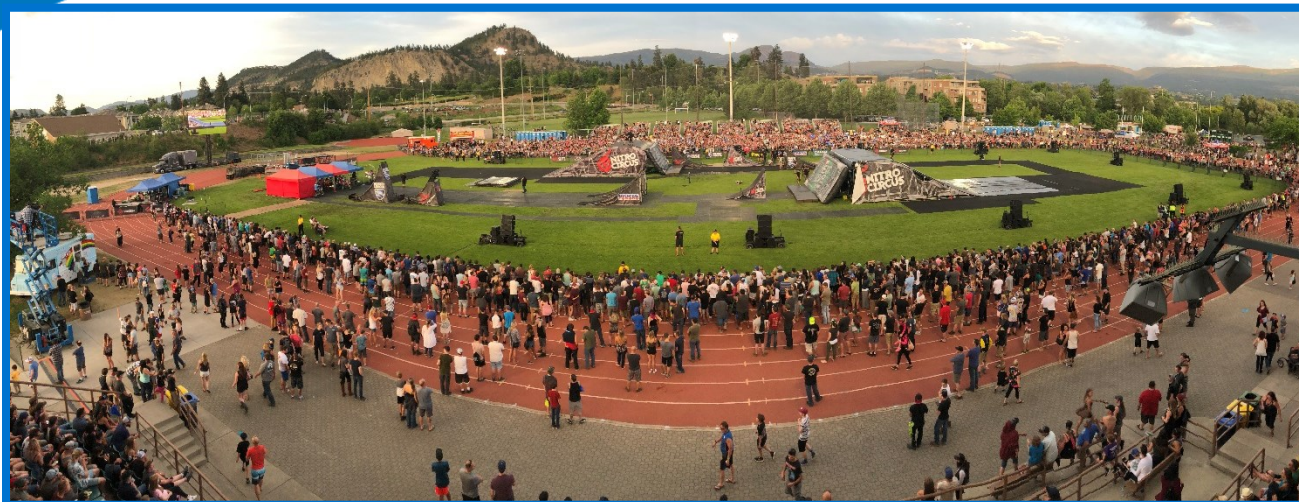


GREAT OKANAGAN BEER FEST



OKANAGAN PRIDE FESTIVAL

NEW EVENTS - 2018

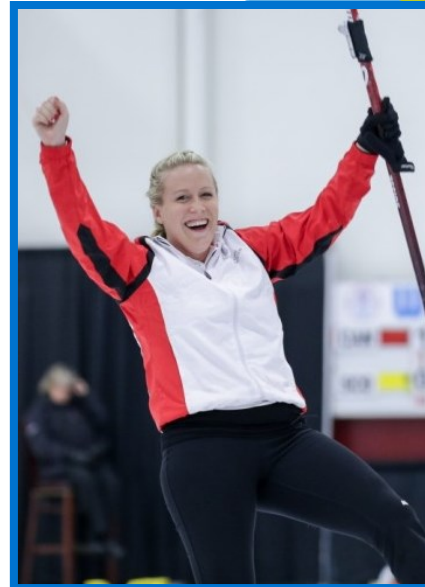


NITRO CIRCUS

BREAKOUT WEST!



WORLD MIXED CURLING CHAMPIONSHIPS



BIDS - 2018

2019 BC HIGHSCHOOL CHAMPIONSHIPS



2019 SKATE CANADA
INTERNATIONAL



2019 FIELD LACROSSE NATIONALS



2020 MEMORIAL CUP

CHALLENGES - 2018



EVENT COSTS

EVENT SPACE

WEATHER

2019 PLANS

MEASURING EVENT IMPACT

POLICY DEVELOPMENT

STRATEGIC EVENT FRAMEWORK

EVENT & FESTIVAL FRAMEWORK

Vision

- To develop a vibrant eventful city which celebrates our spirit, contributes to our local prosperity, and enriches our quality of life.

Guiding Principles

- Foster safe & positive environments
- Strengthen collaboration
- Encourage inclusivity & diversity
- Develop a vibrant community
- Support capacity building
- Develop quality infrastructure
- Be a catalyst for local business
- Be accountable

EVENT & FESTIVALS FRAMEWORK

Focus Areas

- Event Development: Align goals and objectives
- Event Support: Assistance for event and organizational development
- Event Management: Strengthen application and regulatory processes
- Event Spaces: Develop and maintain event infrastructure

QUESTIONS?

