

City of Kelowna
Regular Council Meeting
AGENDA



Monday, January 27, 2025
1:30 pm
Council Chamber
City Hall, 1435 Water Street

Pages

1. Call to Order

I would like to acknowledge that we are gathered today on the traditional, ancestral, unceded territory of the syilx/Okanagan people.

This Meeting is open to the public and all representations to Council form part of the public record. A live audio-video feed is being broadcast and recorded on kelowna.ca.

2. Confirmation of Minutes

4 - 9

PM Meeting - January 20, 2025

3. Development Application Reports & Related Bylaws

3.1 Brentwood Rd 1850 - A24-0010 - 1311485 BC Ltd., Inc.No. BC1311485

10 - 55

To support an application to the Agricultural Land Commission to allow a Soil and Fill Use application for placement of 35,000 cubic meters of topsoil to facilitate planting of a sweet cherry crop.

3.2 Laurier Ave 962 - Z24-0049 (BL12740) - 608698 B.C. Ltd., Inc.No. BC0608698

56 - 74

To rezone the subject property from the MF1b – Infill Housing with Boarding or Lodging House zone to the MF1cc – Infill Housing with Child Care Centre, Major zone to facilitate a child care centre.

3.3 Rezoning Bylaws Supplemental Report to Council

75 - 76

To receive a summary of notice of first reading for Rezoning Bylaws No. 12736, 12737, and 12738 and Zoning Bylaw Text Amending Bylaw No. 12739 and to give the bylaws further reading consideration.

3.4 Rezoning Applications

To give first, second and third reading to rezoning applications.

The following bylaws will be read together unless Council wants to separate one of the bylaws.

3.4.1 Brookside Ave 1230 - BL12737 (Z24-0054) - City of Kelowna 77 - 77

To give Bylaw No. 12737 first, second and third reading in order to rezone the subject property from the UC2 – Capri-Landmark Urban Centre zone to the UC2r – Capri-Landmark Urban Centre Rental Only zone.

3.4.2 Enterprise Way 2009 - BL12738 (Z24-0052) - WGP-241 Holdings Ltd., Inc.No. 665182 78 - 78

To give Bylaw No. 12738 first, second and third reading in order to rezone the subject property from the CA1 – Core Area Mixed Use zone to the CA1rcs – Core Area Mixed Use Retail Cannabis Sales zone.

3.5 Rezoning and Text Amendment Applications

To give first, second and third reading and adopt one rezoning application and one site-specific Zoning Bylaw text amendment application.

The following bylaws will be read together unless Council wants to separate one of the bylaws.

3.5.1 Wardlaw Ave 667, 681 - BL12736 (Z24-0039) - 15017807 Canada Inc., Inc.No. A0127722 79 - 79

To give Bylaw No. 12736 first, second and third reading and adopt in order to rezone the subject properties from the UC5 – Pandosy Urban Centre zone to the UC5r – Pandosy Urban Centre Rental Only zone.

3.5.2 Rutland Rd N 920 - BL12739 (TA24-0011) - Amarjit Kaur Dhani and Sukhbir Singh Dhani 80 - 80

To give Bylaw No. 12739 first, second and third reading and adopt in order to amend the Zoning Bylaw with a Site-Specific Text Amendment to reduce the minimum density for the subject property fronting onto a Transit Supportive Corridor for lots without a lane, from a min. 1,600 m² lot area required to 770 m² lot area proposed.

3.6 Jim Bailey Rd 8999 - LL24-0014 - Britannia Brewing Lake Country Company Corp., Inc.No. BC1275857 81 - 102

To seek Council's support for a structural change application to increase the liquor area and capacity from 213 persons to 250 persons.

4.	Bylaws for Adoption (Development Related)	
4.1	Badke Rd 765 - BL12692 (Z24-0021) - Kerr Properties 002 Ltd., Inc.No. BCo813930	103 - 103
	To adopt Bylaw No. 12692 in order to UC ₄ – Rutland Urban Centre zone to the UC _{4r} – Rutland Urban Centre Rental Only zone.	
5.	Non-Development Reports & Related Bylaws	
5.1	Kelowna Housing Action Plan	104 - 154
	To endorse the Housing Action Plan and to direct Staff to advance the approved objectives and actions of the Housing Action Plan.	
5.2	Progress Report on Council Priority Actions	155 - 185
	To receive the progress report on Council priority actions.	
6.	Resolutions	
6.1	Mayor Dyas - Draft Resolution	186 - 187
6.2	City Clerk, Draft Resolution re: SILGA Executive Nomination	188 - 188
7.	Bylaws for Adoption (Non-Development Related)	
7.1	BL12744 - Maintenance of Boulevards	189 - 192
	To adopt Bylaw No. 12744.	
7.2	BL12745 - Amendment No. 38 to Bylaw Notice Enforcement Bylaw No. 10475	193 - 194
	To adopt Bylaw No. 12745.	
7.3	BL12746 - Amendment No. 1 to Development Cost Charge Bylaw No. 12420	195 - 196
	To adopt Bylaw No. 12746.	
8.	Mayor and Councillor Items	
9.	Termination	



**City of Kelowna
Regular Council Meeting
Minutes**

Date:	Monday, January 20, 2025
Location:	Council Chamber City Hall, 1435 Water Street
Members Present	Mayor Tom Dyas, Councillors Ron Cannan*, Gord Lovegrove, Luke Stack, Rick Webber and Loyal Wooldridge
Members Participating Remotely	Councillors Charlie Hodge and Mohini Singh
Members Absent	Councillor Maxine DeHart
Staff Present	City Manager, Doug Gilchrist; City Clerk, Laura Bentley; Divisional Director, Planning, Climate Action & Development Services, Ryan Smith*; Development Planning Manager, Alex Kondor*; Development Planning Department Manager, Nola Kilmartin*; Acting Development Planning Manager, Adam Cseke*; Grants & Special Projects Manager, Kirby March*; Planner Specialist, Jennifer Miles*; Infrastructure Operations Department Manager, Geert Bos*; Asset Management & Capital Planning Manager, Joel Shaw*; Financial Analyst, Chris Gregson*; General Manager, Corporate Services, Joes Sass*; Legislative Coordinator Confidential (FOI), Rebecca Van Huizen*
Staff Participating Remotely	Legislative Coordinator Confidential, Arlene McClelland

(* Denotes partial attendance)

1. Call to Order

Mayor Dyas called the meeting to order at 1:31 p.m.

I would like to acknowledge that we are gathered today on the traditional, ancestral, unceded territory of the syilx/Okanagan people.

This Meeting is open to the public and all representations to Council form part of the public record. A live audio-video feed is being broadcast and recorded on kelowna.ca.

2. Confirmation of Minutes

Moved By Councillor Lovegrove/Seconded By Councillor Cannan

THAT the Minutes of the Regular Meetings of January 13, 2025 be confirmed as circulated.

Carried

3. Development Application Reports & Related Bylaws

3.1 Valley Road N 212 - TA24-0014 (BL12741) - City of Kelowna

Staff:

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

Moved By Councillor Singh/Seconded By Councillor Hodge

THAT Zoning Bylaw Text Amendment Application No. TA24-0014 to amend City of Kelowna Zoning Bylaw No. 12375 as outlined in Schedule "A" attached to the Report from the Development Planning Department dated January 20, 2025 for that part of Lot 13 Block 5 Section 4 Township 23, ODYD Plan 896 shown as Okanagan Hwy (proposed) and two parts as 50 ft Access Road all of which are dedicated as road on Plan 11656, located at 212 Valley Road, Kelowna, BC, be considered by Council.

Carried

3.2 Content Changes - TA24-0021 (BL12742) - City of Kelowna

Staff:

- Displayed a PowerPoint Presentation summarizing the proposed text amendments and responded to questions from Council.

Moved By Councillor Lovegrove/Seconded By Councillor Stack

THAT Zoning Bylaw Text Amendment Application No. TA24-0021 to amend City of Kelowna Zoning Bylaw No. 12375 as outlined in Schedule "A" attached to the Report from the Development Planning Department dated January 20th 2025, be considered by Council;

AND THAT final adoption of the Zoning Bylaw Text Amending Bylaw be considered subsequent to the approval of the Ministry of Transportation and Infrastructure.

Carried

Councillor Cannan - Opposed

3.3 Saucier Rd 2555 - LL24-0021 - Sawin, Darren and Jane

Staff:

- Displayed a PowerPoint Presentation summarizing the application.

Moved By Councillor Cannan/Seconded By Councillor Lovegrove

THAT Council directs Staff to forward the following Recommendation to the Provincial Liquor and Cannabis Regulation Branch (LCRB):

In accordance with Division 9 (71) of the Liquor Control and Licensing Regulation and Council Policy 359, BE IT RESOLVED THAT:

1. Council recommends support of an application from Priest Creek Family Estate Winery Inc. for a lounge endorsement for Lot C Section 4 Township 26 ODYD Plan 42820, located at 2555 Saucier Rd, Kelowna, BC for the following reasons:
 - o The proposed lounge endorsement is consistent with regulations of the Liquor and Cannabis Regulation Branch, Agriculture Land Commission, and Council Policy 359.
2. Council's comments on LCRB's prescribed considerations are as follows:

- a. The location of the winery/special event area:
As part of the manufacturing licence, the tasting room, picnic area endorsement, and temporary expanded service area (TESA), have been operating in its current location for several years. The proposed lounge endorsement is located to minimize the impact on agricultural productivity.
 - b. The proximity of the winery/special event area to other social or recreational facilities and public buildings:
The winery is located over 300 m from South Kelowna Elementary School. The proximity is not anticipated to be a concern.
 - c. The person capacity of the winery lounge:
The person capacity is acceptable as it aligns with Council Policy 359 which recommends that the liquor establishment capacity outside of the Central Area not exceed 250 persons.
 - d. Traffic, noise, parking and zoning:
Traffic, parking, and zoning are not anticipated to be a concern. and the applicant has taken actions to minimize the potential noise impact to adjacent property owners by constructing fencing, reducing the size of the lounge endorsement area and having reduced patio hours.
 - e. The impact on the community if the application is approved:
The application is not anticipated to have significant impact on the community.
3. The views of residents are summarized in the Staff report for the subject application. The methods used to gather views of residents were as per Council Policy #359 "Liquor Licensing Policy and Procedures".

Carried

3.4 Bernard Ave 571 - LL24-0020 - MKK Property Corp., Inc. No. BC1307626

Staff:

- Displayed a PowerPoint Presentation summarizing the application.

Moved By Councillor Stack/Seconded By Councillor Webber

THAT Council directs Staff to forward the following Recommendation to the Provincial Liquor and Cannabis Regulation Branch (LCRB):

In accordance with Division 9 (71) of the Liquor Control and Licensing Regulation and Council Policy 359, BE IT RESOLVED THAT:

1. Council recommends support of an application from Raj Chandi for a food primary license amendment for Lot 2 District Lot 139 ODYD Plan 4512, located at 571 Bernard Avenue, Kelowna, BC for the following reasons:
 - Council Policy 359 recommends supporting hours of operations no later than 2:00am within the Central Area when the capacity does not exceed 500 persons;
2. Council's comments on LCRB's prescribed considerations are as follows:

Criteria for license amendment:

- a. The potential for noise if the application is approved:
The potential for noise is anticipated to be minimal as the liquor area is located indoors.

- b. The impact on the community if the application is approved:
The potential for negative impacts is minimal.
- c. In the case of a food primary license amendment, if the amendment may result in the establishment being operated in a manner that is contrary to its primary purpose:
The food primary establishment will continue to operate under all LCRB requirements of a food primary licence which includes having their kitchen open during all business hours.
3. The views of residents are summarized in the Staff report for the subject application. The methods used to gather views of residents were as per Council Policy #359 "Liquor Licensing Policy and Procedures".

Carried

3.5 Drysdale Blvd 305 - DP24-0110 - Will McKay and Co. Ltd., Inc. No. BC0306923

Staff:

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

Moved By Councillor Lovegrove/Seconded By Councillor Stack

THAT Council authorizes the issuance of Development Permit No. DP24-0110 for Parcel A (Being A Consolidation of Lots 4 and 5, see CA9869654) Section 33 Township 26 ODYD Plan EPP48909, located at 305 Drysdale Blvd, 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";
2. The exterior design and finish of the building to be constructed on the land be in accordance with Schedule "B";
3. Landscaping to be provided on the land be in accordance with Schedule "C";
4. The applicant be required to post with the City a Landscape Performance Security deposit in the amount of 125% of the estimated value of the Landscape Plan, as determined by a Registered Landscape Architect.

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

Carried

4. Non-Development Reports & Related Bylaws

4.1 Short Term Rental Accommodations - Provincial Alignment

Councillor Wooldridge made a statement regarding the change in their previous conflict of interest regarding short-term rentals as they no longer own the unit nor holds a business licence for short-term rental accommodation.

Staff:

- Displayed a PowerPoint Presentation providing an overview of the local short-term rentals data, commented on the proposed change to align the City's regulations with provincial regulations and responded to questions from Council.

Moved By Councillor Wooldridge/Seconded By Councillor Lovegrove

THAT Council receives the report from the Development Planning Department, dated January 20, 2025, regarding Short-Term Rental accommodation;

AND THAT Council directs staff to bring forward draft bylaws to align local regulations with provincial standards.

Carried
Councillor Webber - Opposed

4.2 2024 Grant Summary Update

Staff:

- Displayed a PowerPoint Presentation summarizing the 2024 Grants Management Program.

Moved By Councillor Wooldridge/Seconded By Councillor Lovegrove

THAT Council receives, for information, the report from the Partnerships Office, dated January 20, 2025, with respect to the 2024 Grants Summary.

Carried

The meeting recessed at 2:41 p.m.

The meeting reconvened at 2:50 p.m.

4.3 Maintenance of Boulevards - Update

Staff:

- Displayed a PowerPoint Presentation providing an overview of changes to requirements to maintain boulevards and street trees and responded to questions from Council.

Councillor Cannan rejoined the meeting at 2:51 p.m.

Moved By Councillor Lovegrove/Seconded By Councillor Stack

THAT Council receives, for information, the report from Infrastructure Services and Planning, Climate Action, and Development Services divisions dated January 20, 2024, with respect to an update to Maintenance of Boulevards by the Owners of Lands Abutting Thereon Bylaw No. 10425;

AND THAT Bylaw No. 12744, being Maintenance of Boulevards, be forwarded for reading consideration;

AND THAT Bylaw No. 12745, being Amendment No. 38 to Bylaw Notice Enforcement Bylaw No. 10475, be forwarded for reading consideration.

Carried

4.4 BL12744 - Maintenance of Boulevards

Moved By Councillor Stack/Seconded By Councillor Wooldridge

THAT Bylaw No. 12744 be read a first, second and third time.

Carried

4.5 BL12745 - Amendment No. 38 to Bylaw Notice Enforcement Bylaw No. 10475

Moved By Councillor Lovegrove/Seconded By Councillor Wooldridge

THAT Bylaw No. 12745 be read a first, second and third time.

Carried

4.6 Development Cost Charge Update

Staff:

- Displayed a PowerPoint Presentation providing an update on the Development Cost Charge program and proposed rate increase and responded to questions from Council.

Moved By Councillor Stack/Seconded By Councillor Cannan

THAT Council receives, for information, the report from Financial Services dated January 20, 2025, with respect to the update to the Development Cost Charge Bylaw;

AND THAT Development Cost Charge Bylaw No. 12746 - Amendment No. 1 to Development Cost Charge Bylaw No. 12420, be given reading consideration.

Carried

4.7 BL12746 - Amendment No. 1 to Development Cost Charge Bylaw No. 12420

Moved By Councillor Wooldridge/Seconded By Councillor Lovegrove

THAT Bylaw No. 12746 be read a first, second and third time.

Carried

5. Mayor and Councillor Items

Councillor Hodge:

- Congratulated the Mayor on being elected Chair of the Hospital Board.

Mayor Dyas:

- Thanked Councillor Stack for their role as Deputy Mayor.

6. Termination

This meeting was declared terminated at 3:42 p.m.

Mayor Dyas

/acm



City Clerk

REPORT TO COUNCIL



Date: January 27, 2025
To: Council
From: City Manager
Address: 1850 Brentwood Road
File No.: A24-0010
Zone: A1 – Agriculture

1.0 Recommendation

THAT Agricultural Land Reserve Application No. A24-0010 for Lot 1, Section 18, Township 27, ODYD, Plan 32945, located at 1850 Brentwood Road, Kelowna, BC for a Soil and Fill Use in the Agricultural Land Reserve pursuant to Section 20.3 of the *Agricultural Land Commission Act*, be supported by Council;

AND THAT Council directs staff to forward the subject application to the Agricultural Land Commission for consideration.

2.0 Purpose

To support an application to the Agricultural Land Commission to allow a Soil and Fill Use application for placement of 35,000 cubic meters of topsoil to facilitate planting of a sweet cherry crop.

3.0 Development Planning

In an effort to improve the agricultural productivity of the subject property the owner imported a large volume of fill without authorization from the Agricultural Land Commission (ALC) and City of Kelowna. Subsequently the applicant is seeking a retroactive ALC approval via a Soil Fill Use application for placement of 35,000 cubic meters of topsoil (1.0 m depth) to facilitate planting of a sweet cherry crop. Approximately 13,000 cubic meters of topsoil has already been brought into the site and another 22,000 cubic meters is being proposed to enhance the root zone for a cherry crop. The unauthorized fill area currently covers 2.4 ha (5.9 acres) of the parcel.

The subject property is 17.1 ha (42.3 acres) in size and is located in the Black Mountain City Sector at the intersection of Highway 33 and Brentwood Road. The only farming on the property is 0.8 ha (2 acres) of cherries planted as a test crop.

The ALC has determined that Soil and Fill Use applications that are not expressly allowed under the Agricultural Land Reserve Regulation may not proceed to the ALC for permit review unless authorized by a resolution of the local government. There are several common reasons why the ALC will not accept fill applications without first obtaining consent from local government, which are as follows:

- Applicants were initially caught placing fill without permits from the ALC.
- The fill may not aid the farm/farming activity.
- Work is planned to extend beyond two years.

- A waterway may be fouled, obstructed, or impeded.
- The agricultural capability of the land may be degraded.
- Fill placement has not been demonstrated as the only means available to address implementation of standard agricultural best practices.

In this instance, the ALC will not accept this proposal directly, since the applicant placed fill without having ALC approvals in place. Subsequently, the applicant has hired a professional agrologist to prepare a plan to seek Council’s authorization to forward this Soil and Fill Use application to the ALC for their consideration.

As part of the application review process the subject application was assessed by the Agricultural Advisory Committee at the meeting held on December 12, 2024. The Committee recommends that Council support the subject application to be forwarded to the ALC for their consideration. As a result, staff supports this Soil and Fill Use proposal to be sent to the ALC for their review and further direction on the matter.

4.0 Subject Property & Background

4.1 Site Context

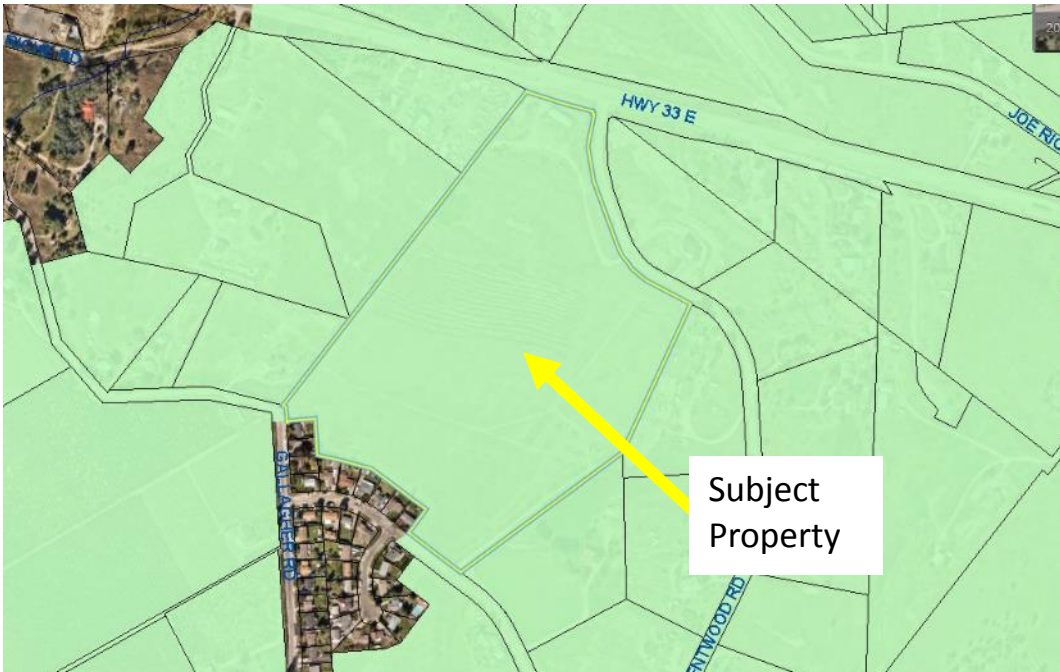
The subject property is located in the Belgo – Black Mountain City Sector at the intersection of Highway 33 and Brentwood Road. The parcel is within the Agricultural Land Reserve with a Future Land Use designation of Rural – Agricultural and Resource (R-AGR) and is zoned A1-Agriculture. The surrounding area is a mix of agricultural and single-family residential land uses.

Orientation	Zoning	ALR	Land Use
North	A1 – Agriculture 1	Yes	Agriculture
South	RR2 – Small Lot Rural Residential	No	Rural Residential
East	A1 – Agriculture 1	Yes	Agriculture
West	A1 – Agriculture 1	Yes	Agriculture

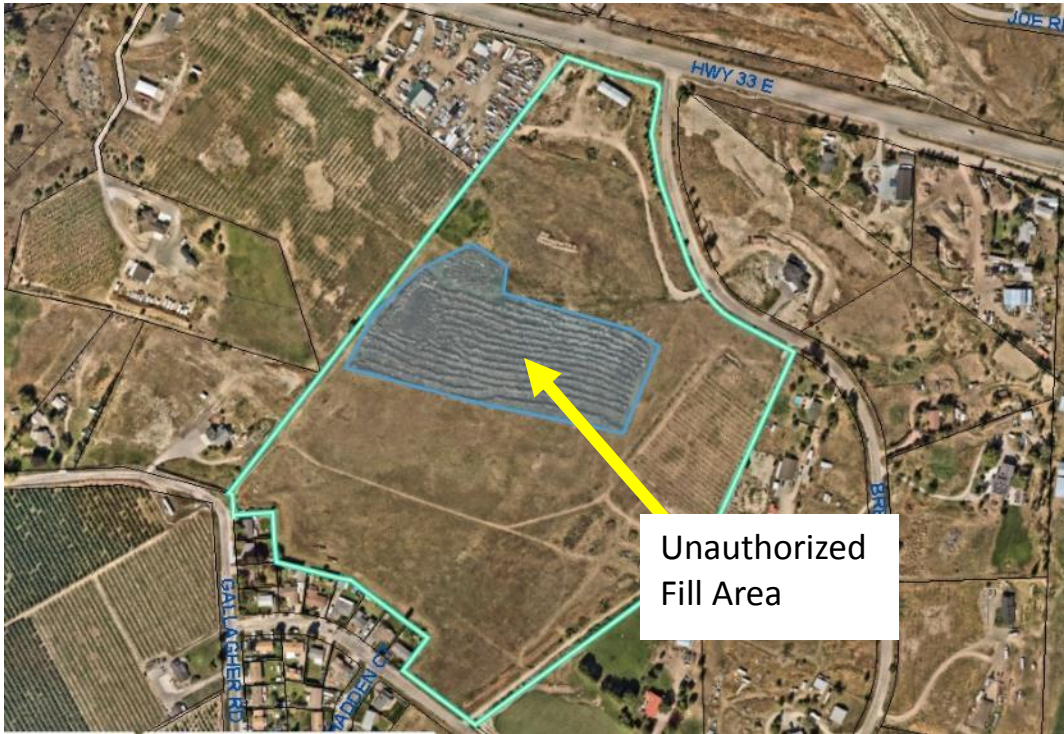
Subject Property Map



ALR Map



Unauthorized Fill Area Map



4.2 Background

Between the spring and summer of 2023, the owners of the subject property imported topsoil to the site without ALC authorization. As a result of ALC and City bylaw enforcement, the owner is required to apply for an ALC Soil and Fill Use application or remove the fill entirely.

The owners of the subject property, the McMeekens, are an existing cherry growing family. The McMeeken family currently farm cherries on Gallagher Road, which is directly across from the subject property. The goal of the family is to expand their cherry production land to include the subject property and to rehabilitate its soils due to past gravel mining activities. The McMeekens farm a total of 5 ha (12.5 acres) of high value cherries and pack them at Northern cherries in Glenmore and market with Global Fruit based in Creston.

Based on the Agrologist's agricultural capability assessment of the parcel, the soils beneath the area of unauthorized fill are rated as class 3AP and are considered suitable for tree fruits. The Agrologist report also states: 1) the imported fill would not change the agricultural capability class of the affected soil and it would remain as class 3AP based on the criteria within the Ministry of Environment (MOE) 1983 assessment framework. 2) The imported fill material, if stone picked and spread to a depth of 40 cm, would increase the thickness of the organic matter-rich topsoil in the affected area, which would enhance the water and nutrient holding capacity of the soil. 3) It is unlikely that spreading the imported fill would, in any way, be detrimental to the future productivity of the site.

5.0 Current Development Policies

5.1 Kelowna Official Community Plan (OCP)

Objective 8.1. Protect and preserve agricultural land and its capability	
Policy 8.1.1. Protect Agricultural Land.	<p>Retain the agricultural land base by supporting the ALR and by protecting agricultural lands from development. Ensure that the primary use of agricultural land is agriculture, regardless of parcel size.</p> <p><i>The applicant proposes to add topsoil to improve the root zone for a sweet cherry crop. The Agrologist study for the subject property supports the topsoil import work conducted so far.</i></p>
Policy 8.1.6. Non-farm Uses.	<p>Restrict non-farm uses that do not directly benefit agriculture except where such non-farm uses are otherwise consistent with the goals, objectives, and other policies of this OCP. Support non-farm use applications only where approved by the ALC and where the proposed uses:</p> <ul style="list-style-type: none"> i. Are consistent with the Zoning Bylaw and the 2040 OCP; ii. Provide significant benefits to local agriculture; iii. Do not require the extension of municipal services; iv. Will not utilize productive agricultural lands; v. Will not preclude future use of lands for agriculture; and vi. Will not harm adjacent farm operations. <p><i>The applicant proposes to add topsoil to improve the root zone for a sweet cherry crop. The Agrologist study for the subject property supports the topsoil import work conducted so far.</i></p>

6.0 Application Chronology

Application Accepted: July 18, 2024
 Agricultural Advisory Committee Meeting: December 12, 2024

The subject application was reviewed by the Agricultural Advisory Committee at the meeting held on December 12, 2024 and the following recommendation was passed:

THAT the Committee recommend that Council support an application to the Agricultural Land Commission for a Soil and Fill Use application for placement of 35,000 cubic meters of topsoil to facilitate planting of a sweet cherry crop.

Report prepared by: Corey Davis, Development Engineering Technologist
Reviewed by: Dean Strachan, Development Planning Manager. South
Reviewed by: Nola Kilmartin, Development Planning Department Manager
Approved for Inclusion: Ryan Smith, Divisional Director, Planning, Climate Action & Development Services

Attachments:

- Attachment A: ALC Application File No. 101256
- Attachment B: Agrology Report – Agricultural Capability Assessment
- Attachment C: Agrology Report – Supplemental Report



ATTACHMENT **A**

This forms part of application
A24-0010

Planner Initials **CD**



City of
Kelowna
DEVELOPMENT PLANNING

Provincial Agricultural Land Commission - Applicant Submission

Application ID: 101256
Application Type: Placement of Fill within the ALR
Status: Submitted to L/FNG
Applicant: Bacon et al.
Local/First Nation Government: City of Kelowna

1. Parcel(s) Under Application

Parcel #1

Parcel Type Fee Simple
Legal Description LOT 1 SECTION 18 TOWNSHIP 27 OSOYOOS DIVISION YALE DISTRICT PLAN 32945
Approx. Map Area 17.13 ha
PID 003-270-386
Purchase Date Jul 21, 2021
Farm Classification No
Civic Address 1850 Brentwood Road, Kelowna B.C. V1P 1H2
Certificate Of Title dehodsot.pdf

Land Owner(s)	Organization	Phone	Email	Corporate Summary
Allan Dehod	Not Applicable	2509797610	2sbacon@telus.n et	Not Applicable
Sadilyn Bacon	Not Applicable	2509797610	2sbacon@telus.n et	Not Applicable

ATTACHMENT **A**

This forms part of application
A24-0010

Planner Initials CD

City of 
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DEVELOPMENT PLANNING

2. Other Owned Parcels

Do any of the land owners added previously own or lease other parcels that might inform this application process? No

3. Primary Contact

Type Third-Party Agent

First Name Carl

Last Name Withler

Organization (If Applicable) No Data

Phone 2508702137

Email cwithler@gmail.com

4. Government

Local or First Nation Government: City of Kelowna

5. Land Use

Land Use of Parcel(s) under Application

Describe all agriculture that currently takes place on the parcel(s).	No agriculture currently takes place on this parcel. It has been vacant for years. The project proponent wishes to improve drainage, spread topsoil, plant cherries and grow them for the domestic and export markets.
Describe all agricultural improvements made to the parcel(s).	Approximately 13000 cubic meters of topsoil have been brought to site. Approximately 20000m more are needed to produce a rooting zone for cherries.
Describe all other uses that currently take place on the parcel(s).	Weeds grow on this property currently.

Land Use of Adjacent Parcels

	Main Land Use Type	Specific Activity
North	Commercial / Retail	gravel movement
East	Agricultural / Farm	forage production
South	Residential	SFD
West	Commercial / Retail	trucking

6. Proposal

Has the ALC previously received an application or Notice of Intent for this proposal? No

What is the purpose of the proposal? The proposal is to bring approximately 35000 cubic meters of topsoil to site to spread and level and then to plant high value cherries on to provide to the domestic and export market.

Placement of Fill Project Duration 1 month


	Fill to be Placed
Volume	35000 m ³
Area	20000 m ²
Maximum Depth	1.5 m
Average Depth	1 m

ATTACHMENT A

This forms part of application
A24-0010

Planner
Initials

CD



Fill already Placed	
Volume	13000 m ³
Area	200 m ²
Maximum Depth	2 m
Average Depth	1 m
Describe the type of soil proposed to be removed.	Drain rock to support the drainage plan as there is subsurface water on this property and topsoil to level and plant into.
What alternative measures have you considered or attempted before proposing to place fill?	Leaving the field vacant, fallow and full of weeds.
What steps will be taken to reduce impacts to surrounding agricultural land?	Fill will be placed in non growing season and roads will be washed after fill placement.
Proposal Map / Site Plan	10-1850 Brentwood Irrigation With Drain Tile & Drain Pipes.pdf
Cross Sections	10-1850 Brentwood Irrigation With Drain Tile & Drain Pipes.pdf
Reclamation Plan	Reclamation plan for 1850 Brentwood Road.docx

7. Optional Documents

Type	Description	File Name
Other files that are related	red box on property shows approximate location of preplaced fill and proposed irrigation layout for cherry production.	10-1850 Brentwood Irrigation With Drain Tile & Drain Pipes.pdf
Photo of the Application Site	vacant property in 2018 waiting for fill	1-20180325-Gallagher Flats 1850 Brentwood.jpg

ATTACHMENT A

This forms part of application
A24-0010

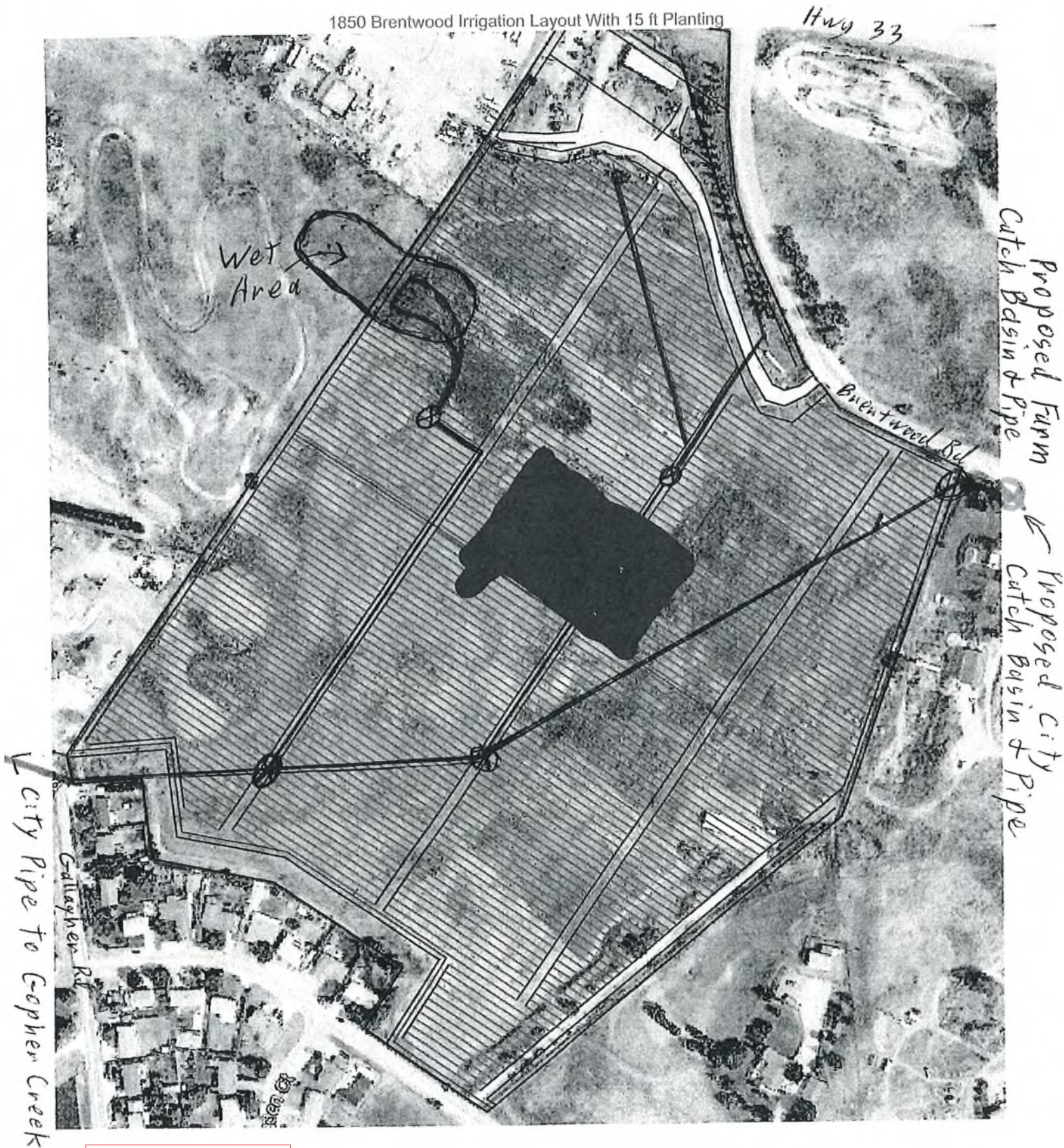
Planner
Initials

CD



**City of
Kelowna**
DEVELOPMENT PLANNING

1850 Brentwood Irrigation Layout With 15 ft Planting



ATTACHMENT A
 This forms part of application
 # A24-0010
 Planner Initials CD
 City of Kelowna
 DEVELOPMENT PLANNING

Agricultural Capability Assessment 1850 Brentwood Road, Kelowna

Prepared by:

C A Scott Smith, MSc., P.Ag. Eterna Consulting



Prepared for Collin McMeeken

October 23, 2024

ATTACHMENT **B**

This forms part of application
A24-0010

Planner Initials **CD**



City of
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DEVELOPMENT PLANNING



Cover photograph: View looking west across the property showing the area of reclaimed gravel pit with mounds of fill lying on the soil surface.

Summary of Conclusions

Based on the field inspection and soil analytical properties, the agricultural capability assessment came to the following conclusions;

1. The soils beneath the area of fill (the study area) are rated as class 3AP and are considered suitable for tree fruits.
2. Spreading the imported fill would not change the agricultural capability class of the affected soil, it would remain as class 3AP based on the criteria within the Ministry of Environment (MOE) 1983 assessment framework.
3. The imported fill material, if stone picked and spread to a depth of 40 cm, would increase the thickness of the organic matter-rich topsoil in the affected area, and in so doing, enhance the water and nutrient holding capacity of the soil .
4. It is unlikely that spreading the imported fill would, in any way, be detrimental to the future productivity of the site.

ATTACHMENT	B
This forms part of application # A24-0010	
Planner Initials	CD
 City of Kelowna DEVELOPMENT PLANNING	

Introduction

On September 26, 2024, I visited the property of Collin McMeeken at 1850 Brentwood Road (*PID 003-270-386*) in the Back Mountain area of Kelowna. The objective of the field visit was to complete an agricultural capability assessment of the central portion of the property that some 20 years previously been the site of a gravel pit. In an effort to improve the productivity of this reclaimed gravel pit, the client had imported a large volume of fill without the proper authorization from the Agricultural Land Commission. The agricultural land capability assessment was requested by the City of Kelowna.

The focus of this assessment was to 1) assess the condition of the soil in the reclaimed area that is now covered by imported fill (i.e. the study area) and 2) to evaluate the suitability of this imported fill as topsoil to potentially improve the agricultural capability of this land. According to the client, this fill came from a nearby housing development where the topsoil was removed in advance of infrastructure placements and home construction. The cultivated area of the property is approximately 15 ha (37 ac). The area covered by the fill is 2.4 ha (approximately 6 ac) (Figure 1).



Figure 1. The yellow line outlines the boundaries of the agricultural property at 1850 Brentwood Road. The dark area located in the centre of the lot marks the extent of fill placement.

Assessment Methods

Previously published information

The soils of the agricultural regions of the Okanagan Valley were mapped by the Ministry of Environment at a scale of 1:20,000 (Figure 2). This mapping provides relatively detailed information about the soils of the region (Wittneben 1986). The soil mappers then rated each map unit (polygon) with respect to its agricultural capability. The fill area is covered by three polygons. The soil series and the unimproved and improved capability ratings for each polygon are presented in Table 1. The dominant soil is the Rutland soil series which is formed on coarse-textured glaciofluvial parent material that has often been utilized as a gravel source.



Figure 2. The boundaries of soil mapping polygons over the area of imported fill. Polygon numbers are listed in Table 3. The map information was gained from the provincial on-line Soil Information Finder Tool (SIFT 2018).

Class ratings are for tree fruits and grapes. The principal unimproved limitation of the soils for agricultural use relates to aridity. Irrigation can largely overcome aridity leaving stoniness as a moderate limitation (i.e. class 3AP) under improved conditions. The small area of Gartrell series with a limitation of wetness and poor fertility was not observed and was likely altered during gravel excavation and remediation.

Table 1. Soil series and agricultural capability as reported in regional mapping for the Okanagan Valley. The soil mapping was conducted some 40 years ago, long before the gravel was excavated from the site.

Soil Polygon	Area (ha)	Soil series		Capability Rating	
		Name	Attributes	Unimproved	Improved
1	0.38	Rutland	Rapidly drained gravelly glaciofluvial	5A	3AP/3AT
2	0.16	Gartrell	Poorly drained loam over gravelly glaciofluvial	6W	4WF
3	1.82	Rutland	Rapidly drained gravelly glaciofluvial	5A	3AP

The regional soil mapping and derived capability ratings give useful baseline but do not describe the current soil conditions in the study area, which have more recently undergone disruption and some degree of remediation.

Field Methods

The BC Agricultural Land Commission utilizes the *Land capability for agriculture in British Columbia* (Ministry of Environment 1983) for all its assessments of agricultural capability. To meet the requirements of ALC Policy 10, three soil pits were excavated to a depth of between 120 and 150 cm to allow for detailed profile descriptions. The soils were classified using the Canadian System of Soil Classification (SCWG1998) and for disturbed soils followed the framework of Naeth et al. (2023). The agricultural capability rating class of each profile was according to Ministry of Environment (1983).

The fill has been placed in rows over the area impacted by gravel extraction some 20 years ago (Figure 3). Two of the pits (pits 1 and 2) were located between the rows of fill. Pit 3 was in a small area where the fill material had been surface distributed. Pit 3 allowed the examination of how a potential profile might look if the fill material were to be spread to a depth of approximately one foot (30 to 40 cm).





Figure 3. Aerial photographs showing the extent of the gravel excavations (2006) and current location of fill placement (2023). Soil pits examined and described in this report are shown as numbered points.

Results

Profile descriptions for the three pits examined are given in the appendix of the report. Each soil pit showed evidence of gravel pit remediation efforts as seen in a brownish surface horizon that represents the ‘topsoil’ that was presumably stockpiled then spread over the excavation site (Figure 4). The subsurface horizons are composed of sandy and gravelly glaciofluvial parent materials. The depth of disturbance within the profiles is variable but confined to less than 100 cm of the profile. Disturbed horizons were labeled according to the system of Naeth et al. (2023). The organic matter-rich surface layer is designated as a Dp horizon, subsurface disturbed layers as simply D horizons. Horizons below the level of disturbance are designated using conventional nomenclature. All three of the observed profiles in the study area are considered Anthroposols (human impacted soils). The topsoil layer beneath the imported fill is assumed to have been derived from the spreading of the original A horizon of the Rutland soil series which is classified as a Dark Brown Chernozem (Wittneben 1986). The imported fill is likely derived from the A horizon of the Kelowna soil series which is a Dark Brown Chernozem formed on till.

Within the underlying undisturbed portions of soil pits 2 and 3, thin layers of calcium carbonate accumulation were observed and designated as Cca horizons although, in general, the gravelly glaciofluvial parent materials are only very slightly to non-calcareous.

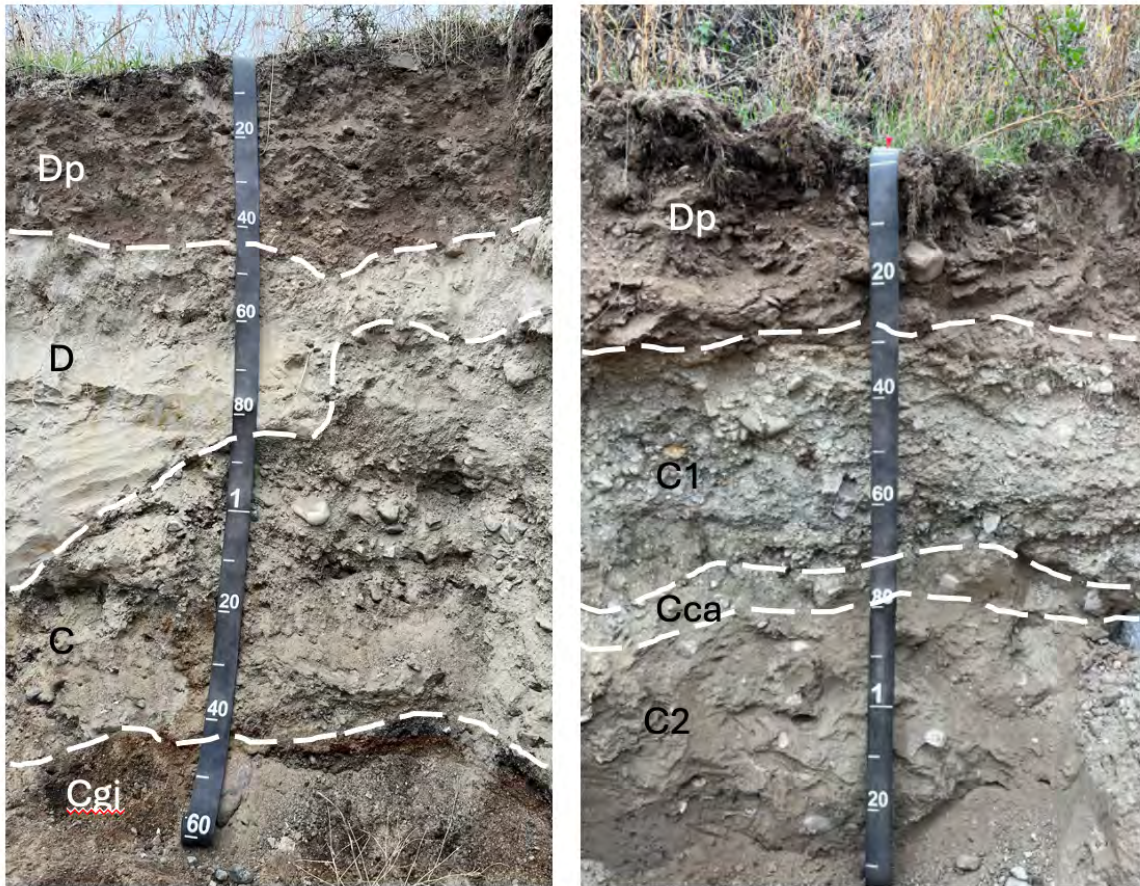


Figure 4. Soil and surface condition observed in soil pits 1 and 2. Some effects of groundwater saturation were observed below 140 cm depth in the Cgj horizon of pit 2.

The soil observed in pit 3 had a different surface condition composed of two distinct layers of disturbed topsoil placed over undisturbed glaciofluvial gravel (Figure 5). The two disturbed horizons in pit 3 (Dp1 and Dp2) extend to a depth of 80 cm and are both gravelly sandy loam texture. However, the Dp1 horizon composed of the imported fill is darker in colour and contains greater organic matter than the underlying Dp2 horizon. The undisturbed lower profile is composed of a BC, Cca and C horizon. These horizons represent the lower profile of the original Rutland soil.

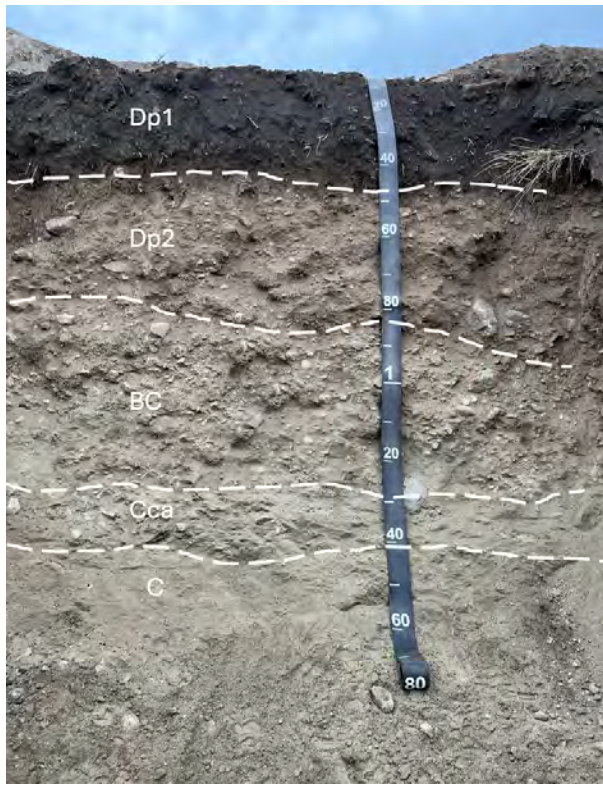


Figure 5. Soil profile observed in pit 3. There are two distinctive surface horizons labelled as Dp 1 and 2, composed of stockpiled topsoil materials that have been spread over the soil surface. The Dp1 horizon is composed of the relatively dark fill material recently imported to the site. The lighter-coloured Dp2 horizon is reclaimed topsoil derived from remediation efforts some 15 years ago.

The Classification of Anthroposols

Anthroposols (human disturbed soils) are not included in the existing Canadian System of Soil Classification but are proposed for inclusion in the next version of the System. All the profiles observed in this study are classified as Spolic Anthroposols. These are soils with surface deposits (Dp horizons) of imported soil fill or constructed mixtures of soil and organic material ≥ 30 cm thick and with $< 15\%$ non-soil artefacts (plastics, concrete, metal) in any horizon. They are further classified into subgroups of Albo meaning the Dp horizon contains less than 2% carbon and Terro because undisturbed natural soil horizons exist within 100 cm of the soil surface. The classification of the three soils observed is Terro Albo Spolic Anthroposol. Full details of the classification system are presented in Naeth et al. (2023).

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This forms part of application # A24-0010		
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Agricultural Capability

Class and Subclass ratings

The BC Agricultural Land Commission utilizes the provincial seven class rating system for all its assessments of agricultural capability. Class 1 soils have no limitations to cultivated agriculture, class 7 soils are considered unsuited for agriculture. Soil classes 1 through 4 are considered suited for cultivated agriculture but with increasing limitations between class 2 and 4.

There are two factors which limit capability of the soils in the study area. Aridity (subclass A) is generated by the semi-arid climate and low available water holding capacity (AWHC) of the soils. Stoniness (subclass P) relates to the presence of stones >7.5 cm in diameter in the upper 25 cm of soil that can impeded cultivation.

Table 4 outlines the capability classes and subclasses as they apply to the soils observed in the study area. The improved ratings assume irrigation (which overcomes the aridity limitation) and stone picking (which overcomes the stoniness limitation). The improved ratings are for tree fruits. Irrigation improves the ratings by two classes and stone picking can improve the stoniness limitation by one class where there is a sizable number of large stones present.

The reclaimed soil condition observed in the soil pits closely resembles the original character of the Rutland soils mapped on the property prior to the gravel extraction. These are rated as class 3AP for tree fruits and grapes. While these soils provide limitations to production, they are used widely in the Okanagan Valley for this purpose.

Table 4. Soil attributes and agricultural capability ratings for the soils observed in three soil pits beneath area of fill. Details of the rating system and class determinations are given in MOE (1983).

Soil Pit #	Estimated AWHC (upper 50 cm) mm	Estimated Stoniness (upper 25 cm)		Agriculture Capability				
		total cf >2.5 cm % vol	Cobbles and stones % vol	Aridity		Stoniness		Overall improved rating
				Unimproved	Improved	Unimproved	Improved	
1	40	30	5	5A	3A	3P	3P	3AP
2	34	25	10	5A	3A	3P	2P	3AP
3	42	30	15	5A	3A	3P	2P	3AP

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Impact of imported fill on agricultural capability and future productivity

Soil pit 3 provides insight into what impact spreading the imported fill would have on the agricultural capability of the property. While the imported fill spread to a depth of 40 cm would not impact the capability rating (overall rating of 3AP, same as pits 1 and 2), its chemical nature would potentially enhance overall future productivity due to the appreciable carbon content of this material (Table 5). Greater carbon content relates to increased organic matter, in this case well decomposed humus (as indicated by C:N ratio of 10), which in turn enhances both water and nutrient holding capacity of the soil. The property owner plans to pick the cobbles and large stones from the fill before spreading. This should ensure that the fill material provides maximum benefit to the productive capacity of the property for sweet cherries, the intended crop.

Table 5. Analytical properties of topsoil and fill materials. Total carbon is a measure of soil organic matter. The C:N ratio is a measure of the degree of decomposition of the organic matter. Both materials have mildly alkaline reaction and belong to the sandy loam texture class.

# of samples in composite	Material	Attributes	Total C %	Total N %	C:N ratio	pH (CaCl ₂)	Texture Class
2	Reclaimed topsoil	This material was stockpiled then spread over the gravel extraction site some 15 years ago and today composes the surface soil horizon beneath the fill area.	1.28	0.15	8.533	7.4	Sandy loam
3	Imported fill	Topsoil stripped from nearby grassland soil as a result of housing development	1.73	0.16	10.81	7.7	Sandy loam

Conclusions

1. The soils beneath the area of fill (the study area) are rated as class 3AP and are considered suitable for tree fruits.
2. Spreading the imported fill would not change the agricultural capability class of the affected soil, it would remain as class 3AP based on the criteria within the Ministry of Environment (MOE) 1983 assessment framework.



3. The imported fill material, if stone picked and spread to a depth of 40 cm, would increase the thickness of the organic matter-rich topsoil in the affected area, and in so doing, enhance the water and nutrient holding capacity of the soil .
4. It is unlikely that spreading the imported fill would, in any way, be detrimental to the future productivity of the site.

References

- BC Agricultural Land Commission (BC ALC). 2017.** Policy P-10, Criteria for Agricultural Capability Assessments. Amended in February 2024.
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- BC Soils Information Finder Tool (SIFT) 2018.** Provincial Soils Working Group, BC Ministry of Environment and Climate Change Strategy and Ministry of Agriculture.
<https://governmentofbc.maps.arcgis.com/apps/MapSeries/index.html?appid=cc25e43525c5471ca7b13d639bbcd7aa>, (accessed September 2024).

Appendix – Soil profile descriptions

Table A1. Soil profile description from pit 1. The soil is moderately well drained with gleying observed at 140 cm depth. The depth to undisturbed materials is 85 cm and the soil is classified as *Terro Albo Spolic Anthroposol*.

Horizon	Depth cm	Description
Dh	0 - 45	Brown (7.5YR 4/2 d); Dark Brown (7.5YR 3/2 m); Gravelly sandy loam; structureless; plentiful fine roots; 35% coarse fragments (5% cobbles and stones); slightly sticky, slightly plastic consistence: abrupt wavy boundary; 37 to 48 cm thick.
D1	45 - 85	Brown (7.5 YR 5/2m); loamy fine sand; single grain structure; few very fine to fine roots; 5% coarse fragments; non sticky, non plastic consistence; abrupt irregular boundary; 13 to 42 cm thick.
C	85 - 140	Light brown (7.5YR 6/3 m); very gravelly sand; single grain structure; very few fine roots; 65% coarse fragments; non sticky, non plastic consistence; abrupt wavy boundary; 50 to 60 cm thick.
Cgj	140+	Light brown (7.5YR 6/3 m); sand; single grain structure; 5 cm bands of Fe and Mn stains in upper portion of horizon, common faint mottles throughout; non sticky, non plastic consistence: 10% coarse fragments.

Table A-2. Soil profile description from pit 2. The soil is well drained. The depth to undisturbed material is 30 cm and the soil is classified as *Terro Albo Spolic Anthroposol*.

Horizon	Depth cm	Description
Dh	0 - 30	Brown (10YR 4/3 d); Dark Brown (7.5YR 3/2 m); Sandy loam; coarse platy pseudostructure; plentiful fine roots; 25% coarse fragments (10% cobbles and stones); slightly sticky, slightly plastic consistence: abrupt smooth boundary; 25 to 35 cm thick.
C1	30 -75	Dark grayish brown (10 YR 4/2m); Very gravelly loamy sand; single grain structure; very few fine roots; 65% coarse fragments; non sticky, non plastic consistence; gradual wavy boundary; 40 to 60 cm thick.
Cca	75 -80	Grayish brown (2.5Y 5/2 m); very gravelly loamy sand; single grain structure; very few fine roots; 65% coarse fragments; strongly efferecent; thin streaks of CaCO ₃ along lower boundary of horizon; non sticky, non plastic consistence; clear wavy boundary; 5 to 10 cm thick.
C2	80 - 120+	Brown (7.5YR 4/3 m); loam to sand loam; massive structure; no roots; slightly sticky, slightly plastic consistence; 20% coarse fragments.

Table A-3. Soil profile description from pit 3. The soil is well drained. The depth to undisturbed material is 80 cm and the soil is classified as Terro Albo Spolic Anthroposol.

Horizon	Depth cm	Description
Dh1	0 - 45	Very dark brown (7.5YR 2.5/2 d); very dark brown (7.5YR 2/2 m); Gravelly sandy loam; weak fine granular structure; no roots; 30% coarse fragments (15% cobbles and stones); slightly sticky, slighty plastic consistence; abrupt wavy boundary; 35 to 45 cm thick.
Dh2	45 -80	Dark brown (7.5 YR 3/2 m); gravelly sandy loam; weak, fine subangular blocky structure; plentiful fine and few medium roots; 30% coarse fragments; slightly sticky, slighty plastic consistence; clear wavy boundary; 30 to 48 cm thick.
BC	80 - 130	Brown (10YR 4/3 m); gravelly loamy fine sand; single grain structure; no roots; non sticky, non plastic consistence; 45% coarse fragments; clear smooth boundary; 35 to 50 cm thick.
Cca	130 - 140	Light olive brown (2.5 Y 5/3 m); loam; massive structure; no roots; strongly efferecent; slightly sticky, slighty plastic consistence; thin coarbonate streaks along interface with C2 horizon; 10% coarse fragments; clear wavy boundary; 5 to 12 cm thick.
C	140 - 160+	Grayish brown (2.5Y 5/2 m); loam; massive structure; no roots; slightly sticky, slighty plastic consistence; 15% coarse fragments.

Agrologist's Report
Supporting Land the Placement of Topsoil
1850 Brentwood Road, Kelowna B.C.
McMeeken Family


August 6, 2024



1850 Brentwood Road, Kelowna B.C.

Report Prepared by: Carl Withler P.Ag.
DBA Greenspark Consulting.

A Context and Scope: this report is prepared at the request of City of Kelowna staff to provide relevant information to support the placement of topsoil and fill over the existing gravel pit at 1850 Brentwood Road. The importation of fill and topsoil is being proposed by an existing cherry growing family in the area (the McMeekens) to expand their cherry production land and rehabilitate a property that has been mined and ultimately neglected for over 15 years.

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To assist City staff and ALC in adjudication of this application the following confirmation of commitment to agriculture and land management by the McMeeken family is provided.

Outline of the Report

- A. Context and Scope.
- B. History and context.
- C. Site review and mapping.
- D. General Commentary
- E. Conclusions and Recommendations.

B. History and context: the project proponents for this project reside, and farm cherries, on Gallagher’s Road directly across the street from the property in question. The McMeeken family have a long history of farming in the Kelowna area starting with picking cherries as a teenager to ultimately owning and running the family orchard. This has been a project overtaken over the last 60 years with succession planning in place for the McMeeken sons to inherit and continue to farm the home property as well as the property at 1850 Brentwood Road.

Currently the McMeeken family farm a total of 12.5 acres of high value cherries, transitioning from sour cherries to sweet, export quality cherries in 2015. They pack their fruit at Northern cherries in Glenmore and market with Global Fruit based in Creston and servicing the world. It is a good arrangement for the family, and they wish to continue on this path with production from 1850 Brentwood Road.

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C. Site mapping and review; a site review was carried out on August 2, 2024, to confirm soil type and texture of the approximately 13,000 m of material that has been brought to site during the winter of 2023. The material in question was brought from Tower Ranch housing development and placed on the upper portion of the property to be spread downward after drainage infrastructure had been placed by the McMeeken’s. The McMeeken’s are currently working with a local engineering firm and the City of Kelowna to drain water from the lower portions of the property making it entirely arable and able to support cherry production.



Photo #1: December 2023 aerial image of soil and fill placed and ready to be spread from North (left) to South (right).

To confirm soil and fill texture and quality the Soil Information Finder Tool (SIFT) was used and assuming this soil came from the most recent excavations is likely a Ratnip or Kelowna soil. Either of which are sandy/loamy soils well drained and suitable for treefruit production as proposed by the McMeeken family. Once spread, they will reduce undulation, fill in remnant holes and swales from past gravel extraction and provide the medium for treefruit production.

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Legend
Secondary Suites



Notes
1850 Brentwood Rd 2006
Aerial Photo

0 85 170Meters

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

December 29, 2023

Image #1: aerial image of 1850 Brentwood Road showing gravel extraction in 2006.

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Photo #2: average soil placed at 1850 Brentwood. Well drained with 30% stoniness.

Also, on site currently, the McMeeken’s have started testing cherry variety success at this location with a 2-acre planting in the northeast corner of the property which does not require fill/soil placement. This planting is Rainier and BF-9 (Red Dragon Eye) which should be late enough onto the market to produce a price premium. At current planting, irrigation development and fencing costs this “test” planting on the property is an approximately \$70,000.00 investment in agricultural production. The wish is to fully plant out the property once drainage and soil placement have been approved and developed.

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Photo #3: test planting of Ranier and BF-9 cherries.

D. General Commentary: I have known, or known of, the McMeeken family for 20 years and followed their progress from sour cherry growers and chocolatier's (Black Knight Chocolate) to successful sweet cherry growers committed to the local fruit producing, packing and sales industry. They are family oriented and wish to pass on a farming legacy to their children and grand children. The placement of fill at 1850 Brentwood Road helps them achieve this by doubling their production, bringing a remnant gravel pit into agricultural production and helping manage drainage water that often challenges local residents and City of Kelowna staff as it exits the property unmanaged. The ultimate development of this orchard will be good for this land within the ALR.

E. Conclusions and Recommendations: in order to assist the McMeeken family and City of Kelowna staff in supporting this fill application the following recommendations are made:

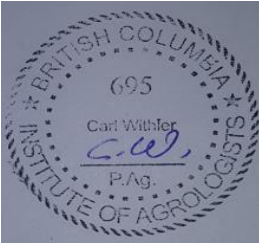
- Drainage planning should be shared with City staff and approved prior to further land development and placement of fill.
- Annual reporting of land management activities should be submitted to City staff annually by the McMeeken to ensure farm development remains on track.

The author of this report remain committed to assisting the McMeeken's, City of Kelowna and ALC staff in coming to reasonable resolution of this current soil placement non-compliance.

Respectfully submitted,



Carl Withler P.Ag.(#695)



ATTACHMENT C

This forms part of application
 # A24-0010

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Appendix 1: Statement of Qualifications as required by the Professional Governance Act.

Statement of Qualifications: Carl Withler has worked for the Province of British Columbia since 1984 working for the Ministries of Forests, Environment and Agriculture in various roles. From 2003-2020, Mr. Withler was employed by the Ministry of Agriculture located in Kelowna. He started as the Regional Agrologist for the Central and South Okanagan Valley as well as Kettle and Similkameen drainages. Starting in 2014, Mr. Withler became the Tree Fruit and Grape Industry specialist making him the first point of contact for the Ministry for all grape and tree fruit production related information and programming.

Mr. Withler is also a Professional Agrologist, registered and in good standing, with the B.C. Institute of Agrologists (BCIA) and has been so for over 35 years. He is bound by a Code of Ethics and professional practice standards that guide his work and life. Mr. Withler has acted as Knowledgeable Person on several farm practices complaints related to livestock, orchard and vineyard production. He has also been deemed an expert witness in court proceedings related to livestock production.

Added to this, Mr. Withler has worked in the grape and tree fruit industries since 1992, having converted orchard properties to grape production and assisted in, or managed everything from vineyard design to harvest and grape sale contract negotiations. Mr. Withler also spent a brief period of time in the New Zealand wine industry assisting in harvest and vineyard layout.



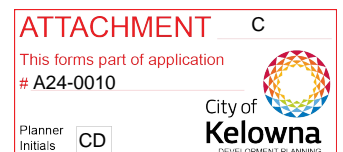
References:

Soil Information Finder Tool (SIFT) reviews: 1850 Brentwood Road, Kelowna

Agriculture Capability Mapping: 1850 Brentwood Road, Kelowna

RDOS mapping site: 1850 Brentwood Road, Kelowna

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City of
Kelowna

A24-0010

1850 Brentwood Road

ALC Soil and Fill Use Application to Place Fill on the Property

Proposal

- ▶ To support an application to the Agricultural Land Commission to allow a Soil and Fill Use application for placement of 35,000 cubic meters of topsoil to facilitate planting of a sweet cherry crop.

Development Process



July 18, 2024

Development Application Submitted



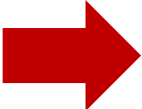
August 5, 2024

Staff Review & Circulation



Dec. 12, 2024

Agricultural Advisory Committee



Jan. 27, 2025

Council Consideration

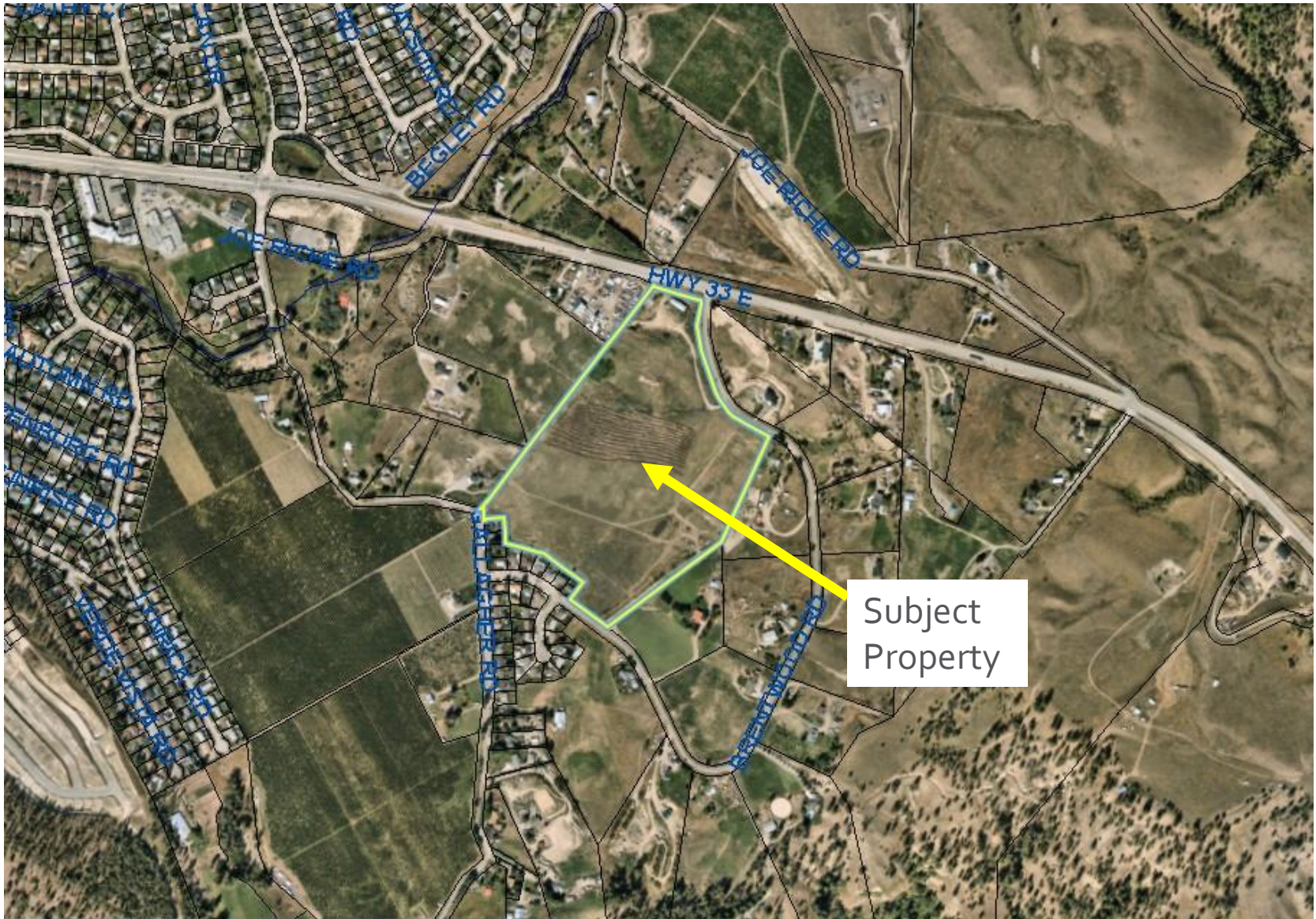


Agricultural Land Commission

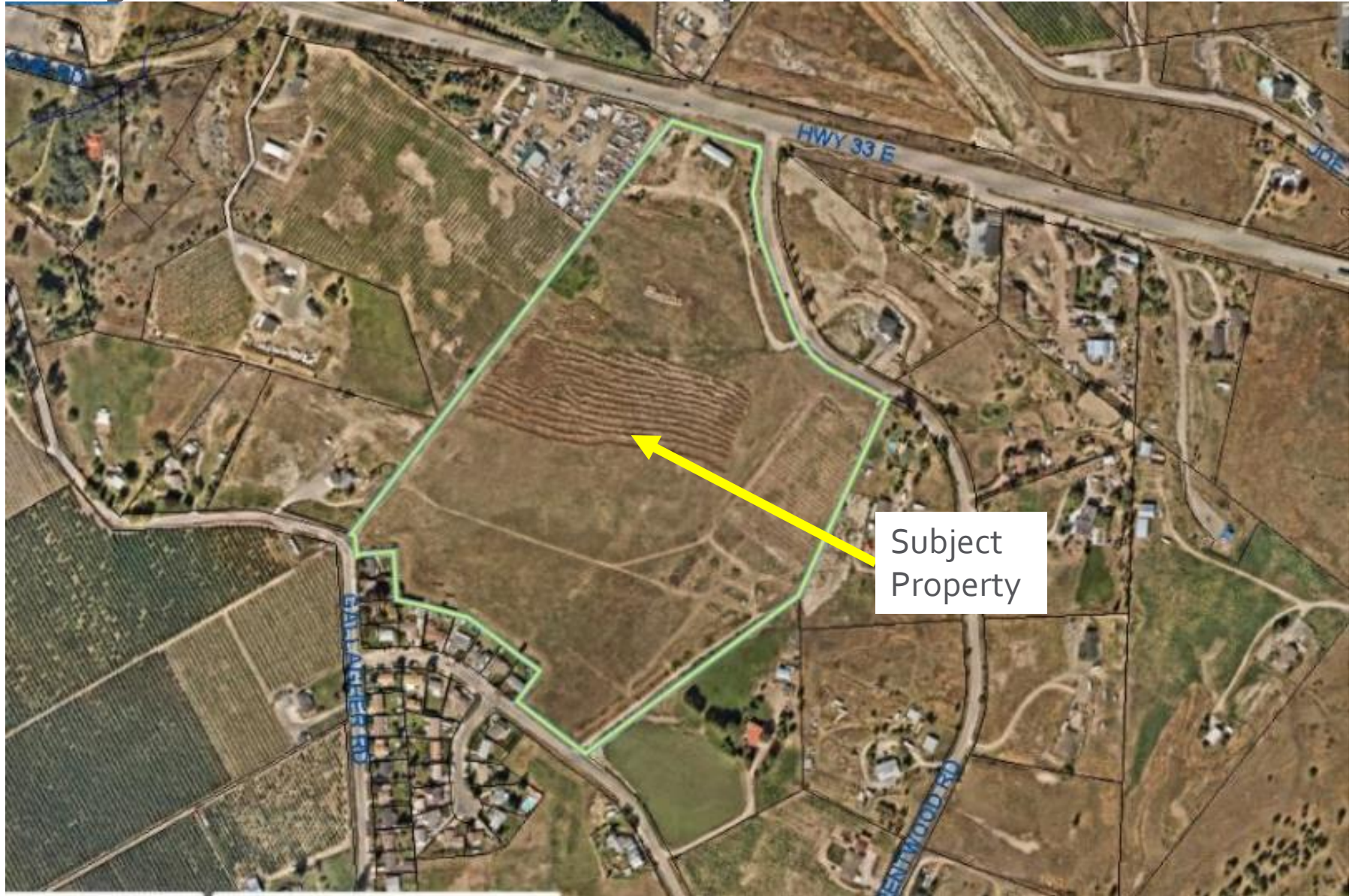


Soil Placement Permit (City of Kelowna)

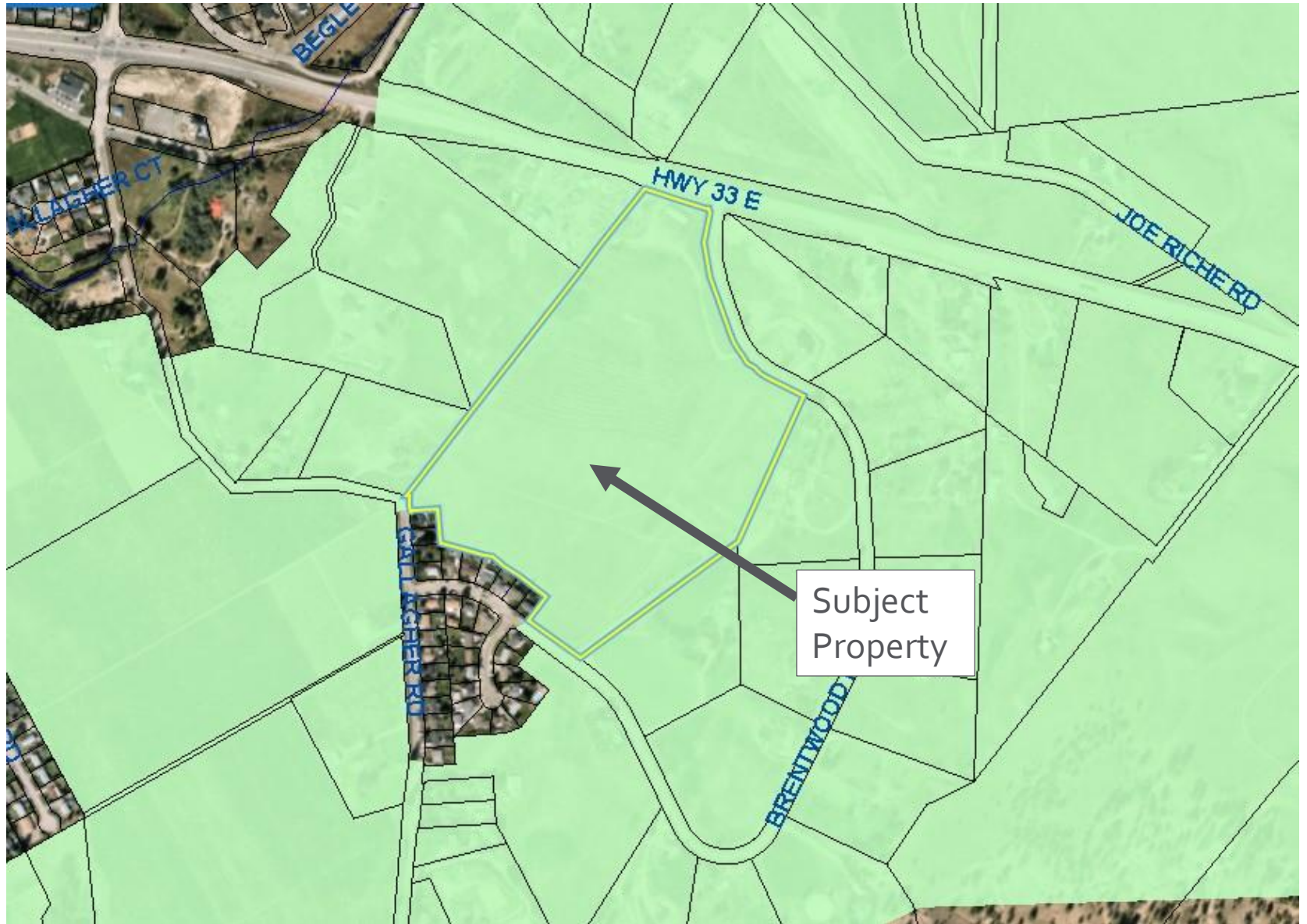
Context Map



Subject Property Map



Agricultural Land Reserve



Background

- ▶ Between the spring and summer of 2023, 13,000 m³ of topsoil was imported to the subject property without ALC authorization.
- ▶ ALC Enforcement required the owners to apply for an ALC Soil and Fill Use permit or remove the unauthorized fill.
- ▶ The owners of the property are trying to enhance the soils in order to grow cherries.
- ▶ The owners want to expand their cherry production land holdings to include the subject property.
- ▶ The owners currently farm 5 ha of cherries across the street from the subject property.

Agricultural Land and Soil Capability (Agrologist Report)

- ▶ The soils beneath the unauthorized fill are considered suitable for tree fruits.
- ▶ The imported fill will not change the agricultural capability class of the affected soils.
- ▶ The imported fill material would increase the thickness of the organic matter rich topsoil in the affected area.
- ▶ Spreading the imported fill would not be detrimental to the future productivity of the site.

Project/technical details

- ▶ The subject property size is 17.1 ha.
- ▶ 13,000 m³ of topsoil was imported to the subject property in 2023 without ALC Authorization.
- ▶ The unauthorized fill covers 2.4 ha of the parcel.
- ▶ The owners want to bring in an additional 22,000 m³ of topsoil to enhance the existing soils to plant a cherry crop.
- ▶ The topsoil would help rehabilitate a portion of the property impacted from historical gravel mining.
- ▶ The only crop currently on the property is 0.8 ha of cherries (test crop).

Site Plan – Unauthorized Fill Area



OCP Policy

- ▶ Support for Non-Farm Uses only where:
 - ▶ consistent with Zoning Bylaw and OCP;
 - ▶ provide significant benefits to agriculture;
 - ▶ accommodated using existing infrastructure;
 - ▶ minimize impacts on agricultural lands;
 - ▶ will not preclude future use for agriculture; and
 - ▶ will not harm adjacent farm operations.

AAC Recommendation

- ▶ THAT the committee recommend that Council support the application to the Agricultural Land Commission (ALC) to allow a Soil and Fill Use application for placement of 35,000 cubic meters of topsoil to facilitate planting of a sweet cherry crop.

Staff Recommendation

Staff recommend **support** of the proposed fill application:

- ▶ The fill plan is supported by the AAC.
- ▶ The plan aligns with OCP Objectives.
- ▶ The imported fill material would increase the thickness of the organic matter rich topsoil in the affected area.
- ▶ Spreading the imported fill would not be detrimental to the future productivity of the site.



Conclusion of Staff Remarks

REPORT TO COUNCIL REZONING



Date: January 27, 2025
To: Council
From: City Manager
Address: 962 Laurier Ave
File No.: Z24-0049

	Existing	Proposed
OCP Future Land Use:	C-NHD – Core Area Neighbourhood	C-NHD – Core Area Neighbourhood
Zone:	MF1b – Infill Housing with Boarding or Lodging House	MF1cc – Infill Housing with Child Care Centre, Major

1.0 Recommendation

THAT Rezoning Application No. Z24-0049 to amend the City of Kelowna Zoning Bylaw No. 12375 by changing the zoning classification of Lot B District Lot 138 ODYD PLAN KAP64260, located at 962 Laurier Ave, Kelowna, BC from the MF1b – Infill Housing with Boarding or Lodging House zone to the MF1cc – Infill Housing with Child Care Centre, Major zone, be considered by Council;

AND 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 the MF1b – Infill Housing with Boarding or Lodging House zone to the MF1cc – Infill Housing with Child Care Centre, Major zone to facilitate a child care centre.

3.0 Development Planning

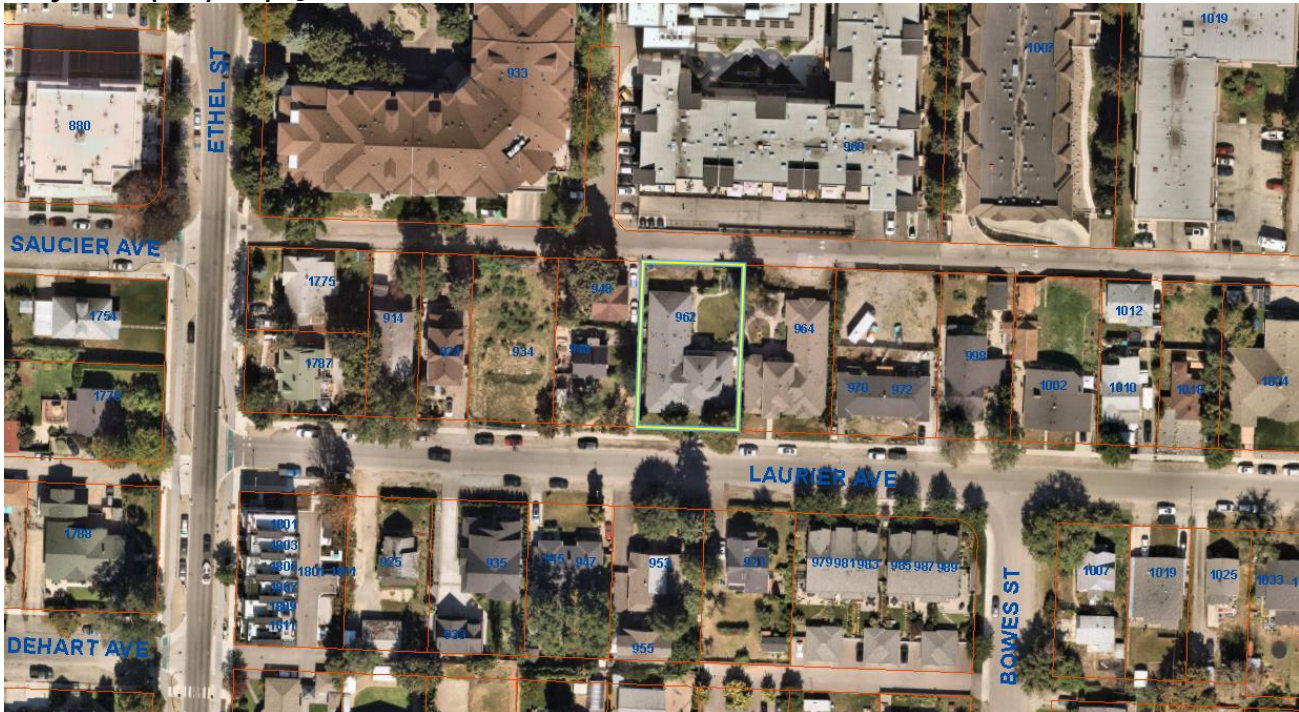
Staff support the proposed rezoning application to facilitate a child care centre. The proposal converts a former assisted living seniors home to a child care centre. The subzone allows a licensed establishment that provides child care, educational services, and supervision to more than 8 children. The proposal meets the intent of the Official Community Plan (OCP) and the Future Land Use Designation of C-NHD – Core Area Neighbourhood, which supports facilitating child care spaces throughout the Core Area.

The child care facility will have a proposed capacity of 65 children, 3 teachers, and 3 assistants. It will operate from 7:30 AM – 5:30 PM. Interior renovations will convert bedrooms into four classrooms. An outdoor play space will be designated. The Zoning Bylaw parking requirements have been exceeded. Drop-off and pick-up locations are accessible via the rear lane and the fronting street with existing 15-minute loading zones. Additional transportation, parking, and accessibility considerations have been addressed, with no further requirements identified.

4.0 Site Context & Background

Orientation	Zoning	Land Use
North	MF3r – Apartment Housing with rental sub-zone	Rental Apartment Housing
East	MF1b – Infill Housing with Boarding and Lodging	Boarding and Lodging Housing
South	MF1 – Infill Housing	Two Single Detached Dwellings
West	MF1 – Infill Housing	Two Single Detached Dwellings

Subject Property Map: 962 Laurier Ave



The subject property is located on Laurier Ave and is within 120 m of the Ethel Street Active Transportation Corridor. The property is approximately 200 m to the south of the Harvey Avenue Transit Supportive Corridor.

5.0 Current Development Policies

5.1 Kelowna Official Community Plan (OCP)

Objective 5.4 Strategically locate community services to foster greater inclusion and social connections in the Core Area	
Policy 5.4.7 Child Care Spaces	Facilitate the development of childcare spaces throughout the Core Area including accessible, affordable, and inclusive spaces that meet the needs of the community. <i>The proposed rezoning will facilitate the development of a child care centre in close proximity to schools, recreation areas, and is located within an established core area neighbourhood.</i>

6.0 Application Chronology

Application Accepted: October 1, 2024
Neighbourhood Notification Summary Received: October 23, 2024




Report prepared by: Sara Skabowski, Planner I
Reviewed by: Adam Cseke, Development Planning Manager
Reviewed by: Nola Kilmartin, Development Planning Department Manager
Approved for Inclusion: Ryan Smith, Divisional Director, Climate Action, Planning & Development Services

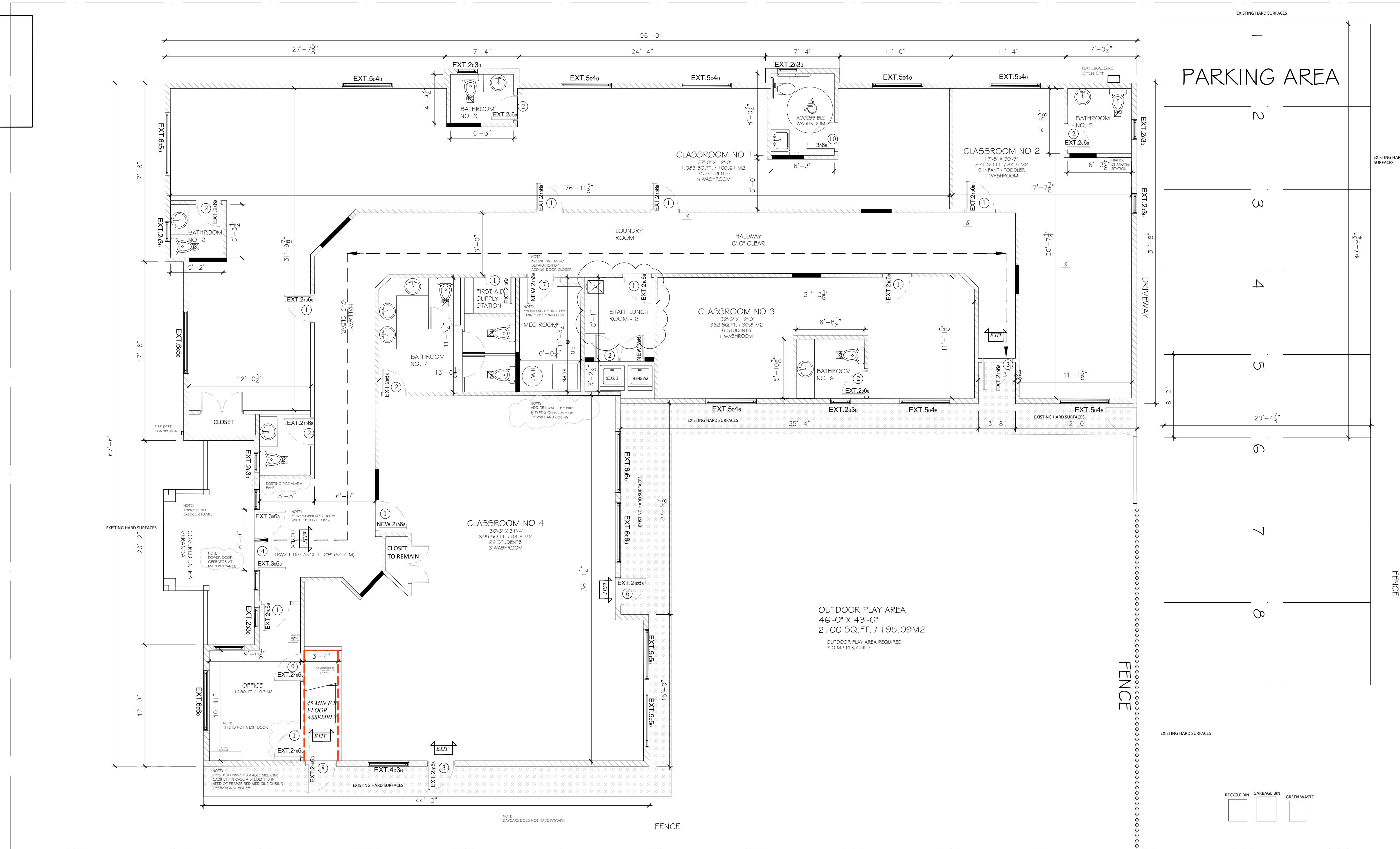
Attachments:

Attachment A: Site Plan

Attachment B: Applicant Letter and Summary of Neighbourhood Notification

For additional information, please visit our Current Developments online at www.kelowna.ca/currentdevelopments.

 - EXISTING WALLS
 - NEW WALLS
 - DEMOLISHED WALLS



NO	DESCRIPTION	DATE
3	REVISION	09-26-2024
2	BP APPLICATION	09-10-2024
1	Preliminary	08-09-2024
NO	DESCRIPTION	DATE

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 Drawings shall not be scaled. The contractor shall verify and be responsible for all dimensions, datum, and elevations pertinent to executing the work. Discrepancies and variations shall be reported to the Architect prior to commencing construction.
 These Design Documents are prepared Solely for the use by the Party with whom the SK ARCHITECT has entered into a Contract and there are no Representations of any kind made by the SK ARCHITECT to any party with whom the SK ARCHITECT has not entered into contract.

Client
HUSANPREET

Project
PROPOSED CHILDCARE

Address
**962 LAURIER AVE,
 KELOWNA (BC)**

Sheet
**PROPOSED
 FLOOR PLAN**

Project number **2000.05**

A - 2.3

Scale **AS SHOWN**

DRAWN BY **T.KORGAONKAR**

MAIN FLOOR PLAN
 SCALE: 3/16" = 1'-0"

DOOR SCHEDULE		
DOOR SYMBOL	TYPE	DETAILS
①	45 MIN FIRE RATED - C / W CLOSURE	C / W FIRERATED FRAME
②	STANDARD INTERIOR NON RATED DOOR	
③	EXTERIOR HALF LITE DOOR - METAL CLAD	CONFIRM STYLE WITH OWNER.
④	FRONT EXTERIOR POWER DOOR - TYPE AS PER OWNER.	METAL CLAD C/W 18" SIDELITES.
⑤	STANDARD INTERIOR NON RATED DOOR (L-3'-0")	
⑥	GREAT RM. REAR EXT. DOOR - FULL LITE.	CONFIRM STYLE WITH OWNER.
⑦	60 MIN. FIRE RATED - C / W FIRE ACTUATED CLOSURE	
⑧	SIDE STAIRWELL ENTRANCE	6 - PANEL METAL CLAD
⑨	45 MIN. FIRE RATED - C / W FIRE ACTUATED CLOSURE STANDARD INTERIOR DOOR - CUSTOM SIZE ANGLED TOP FOR STAIRWELL STORAGE	
⑩	POWER OPERATED DOOR - SOLID CORE	

NOTES:
 ALL DOOR SIZES AS PER INDICATIONS ON ARCH. PLANS.
 FIRE RATED DOORS - FRAME AND THRESHOLD AS PER BUILDING DEPT.
 ALL CLOSET DOORS TO BE FULL LIT. AND WIDTH BE: PASS DOORS UNLESS OTHERWISE INDICATED CONFIRM WITH OWNER
 DOOR HARDWARE - BEDROOMS AND BATHROOMS - LEVER HANDLE PASSAGE SETS PREFERRED.

NOTE: COMPLIANCE TO BCBC 2024 PART 3

ATTACHMENT A

This forms part of application
 # **Z24-0049**

Planner Initials **SS**

City of **Kelowna**
 COMMUNITY PLANNING



106-460 - DOYLE AVE.
 KELOWNA, B.C. V3B 0N9
 T. 778.318.4874 www.skarchitect.ca



Neighbourhood Notification

Funday Learning Centre
962 Laurier Ave,
Kelowna, BC V1Y6B1

ATTACHMENT		B
This forms part of application		
# Z24-0049		
Planner Initials	SS	 City of Kelowna COMMUNITY PLANNING

Dear Neighbors,

We are pleased to inform you that we are opening a new daycare facility at 962 Laurier Ave, Kelowna, BC V1Y6B1 in your neighbourhood. This endeavor aims to provide a safe and nurturing environment for children in our community. As part of this process, we will be conducting necessary developments over the next month to prepare the space for our young learners. At Funday Learning Centre, we are excited to welcome you to our vibrant educational space that values each child's unique abilities and fosters a love for learning. Our commitment to providing a nurturing and stimulating environment where children can actively engage, explore freely, and express their creativity is at the heart of our approach. We believe in embracing individuality, fostering independence, and creating a dynamic educational experience that promotes growth and exploration. We look forward to partnering with you to create a supportive and enriching community for all our children.

The primary focus of our proposal is to enhance the interior of the daycare facility to create a nurturing and stimulating environment for children. One of the significant changes we plan to implement is enlarging the classrooms. By increasing the size of each classroom, we aim to provide ample space for various learning activities and ensure that children of different ages can engage comfortably in their educational experiences. Each classroom will be designed to be age-appropriate, incorporating furniture and resources that cater to the

developmental needs of the children, allowing them to explore, learn, and grow effectively.

In addition to the classroom enhancements, we recognize the importance of outdoor play for children's physical development. Therefore, we will maintain our yard space while also installing new toys specifically designed for gross motor activities. This will create a safe and engaging outdoor environment where children can develop their physical skills through play. The addition of these toys will encourage active play and social interaction among the children, fostering their overall development. Overall, these proposed changes aim to create a well-rounded daycare experience that promotes learning, growth, and physical activity in a safe and inviting environment. We believe that these enhancements will significantly benefit the children and contribute to their overall well-being.

In accordance with the City of Kelowna's regulations, we are committed to keeping you informed throughout this development phase. We understand that you may have questions or concerns regarding our plans and the potential impact on the neighborhood. Therefore, we invite you to reach out to us or city of Kelowna We value your input and want to ensure that your voice is heard. Moreover, if you have any further questions, you can reach out to centre director via phone +16043898434 or through email Fundaylearninginfo962@gmail.com. You can also check us out on our website for further information [Funday Learning Centre](#). We have also attached our site plan so that we are moving along on this journey together.

COMMERCIAL TENANT IMPROVEMENT CHILD CARE 962 LAURIER AVE, KELOWNA (BC)

PROJECT DATA		
CMVC ADDRESS LOCAL PID	962 LAURIER AVE, KELOWNA, BC FRAN KARAKOSI LOT A DISTRICT LOT 136 E24-485-879	
EXISTING ZONE	MF18	CHILD CARE CENTRE MAJOR
PROPOSED ZONE	MF18C	
BUILDING AREA: 415.20 SQM 4429.20SQ FT		
NUMBER OF STOREYS: 3, 2, 1, 1 2 STOREYS		
NUMBER OF STREETS/ACCESS ROUTES: 3, 2, 2, 1, 0 + 3, 2, 2, 5, 0 TWO		
GOVERNING BUILDING CLASSIFICATION: 3, 2, 2, 2, 0 - 3, 2, 2, 83 3, 2, 2, 27, GROUP A, DIVISION 2 UP TO 2 STOREYS, INCREASED AREA SPRINKLERED		
CONSTRUCTION REQUIREMENT: PERMITTED TO BE OF COMBUSTIBLE CONSTRUCTION OR NONCOMBUSTIBLE CONSTRUCTION, USED SINGLY OR IN COMBINATION, PROVIDED THE BUILDING IS SPRINKLERED THROUGHOUT. SECOND FLOOR SUBSIDIARY CARSTAKEER SUITE REQUIRED 45MIN FIRE SEPARATION 3, 3, 4, 2(2)		
LIFE SAFETY NUMBER OF EXITS MAIN FLOOR: 5		
TRAVEL DISTANCE: MAX ALLOWED (SPRINKLERED MAIN FLOOR AREA WITH 2 EXITS): 3, 4, 2, 5, 1 (6) = 45M PROPOSED: 34.4M (112.9 FT)		
NUMBER OF FIRE ALARMS:		
NUMBER OF PROPOSED CHILDREN ON MAIN FLOOR: 65 CHILDREN, 3 TEACHERS, 3 ASSISTANTS		
REQUIRED TOTAL OUTDOOR PLAY AREA FOR PROPOSED DAY CARE: OUTDOOR PLAY AREA: 65 CHILDREN X 7m ² = 455m ²		
CALCULATION BY DESIGN TOTAL INDOOR AREA: MAIN FLOOR = 415.20 m ² / 1.05m ² CBCC 2024 3, 1, 1, 7, 1 = 394 PERSONS		
PROPOSED: 65 CHILDREN, 3 TEACHERS, 3 ASSISTANTS		
REQUIRED WASHROOM: 1 TOILET/VATATORY FOR EVERY 10 CHILDREN (BC CHILD CARE LICENSING REGULATION)		
PARKING: REQUIRED: 1 SPACES PER EMPLOYEE 2 SPACES FOR DROP OFF		

LANE

PROPERTY LINE 25.28 PROPERTY LINE

PROPERTY LINE 47.65 PROPERTY LINE

PROPERTY LINE 75.32 PROPERTY LINE

PARKING AREA LOT A OUTDOOR PLAY AREA

PROPOSED DAY CARE CENTRE

LOT E

SITE PLAN
SCALE: 1:100

NO	DESCRIPTION	DATE
2	BP APPLICATION	09-10-2024
1	Preliminary	08-09-2024
NO		

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Client: **HUSANPREET**

Project: **PROPOSED CHILD CARE**

Address: **962 LAURIER AVE, KELOWNA (BC)**

Sheet: **SITE PLAN / FLOOR PLAN**

Project number: **2000.05**

A - 1.01

Scale: **AS SHOWN**

Drawn by: **T.KORGAONKAR**

SKArchitect

106-400 - DOYLE AVE.
KELOWNA, B.C. V8B 0N9
T. 778.315.4874 www.skarchitect.ca

We appreciate your understanding and support as we work to enhance our community with this new service. Thank you for your attention, and we look forward to hearing from you.

With Gratitude,

Husanpreet Kaur/ Director

Funday Learning Centre

Fundaylearninginfo962@gmail.com

Contact- 6043898434

Summary of Neighbourhood Notification

In our efforts to engage with the community regarding the opening of our daycare, we conducted door-to-door (face to face) Neighbourhood notification survey on 23rd October, 2024 to inform residents and gather feedback. During these visits, we provided a letter outlining our plans of introducing new daycare facility in their neighbourhood and that we will be undergoing indoor construction over the next month. Moreover, we encouraged neighbors to share their thoughts and Feedback.

Feedback and Responses: We received a range of responses from the community. Many residents expressed support for the daycare, highlighting the need for childcare services in the area and really appreciated the work we are doing for community. One neighbor asked and raised questions about operational hours and safety measures, which we explained it to them, and they were very supportive. Overall, the feedback has been constructive and positive.

The List of Addresses we visited: -

- 973 Laurier Ave
- 953 Laurier Ave
- 947 Laurier Ave
- 945 Laurier Ave
- 935 Laurier Ave
- 979 Laurier Ave
- 981 Laurier Ave
- 983 Laurier Ave
- 985 Laurier Ave
- 970 Laurier Ave
- 972 Laurier Ave
- 964 Laurier Ave
- 946 Laurier Ave
- 948 Laurier Ave
- 934 Laurier Ave
- 924 Laurier Ave
- 933 Harvey Ave

- 949 Harvey Ave
- 969 Harvey Ave

ATTACHMENT B

This forms part of application
Z24-0049

Planner Initials



City of Kelowna
COMMUNITY PLANNING



City of
Kelowna

Z24-0049 962 Laurier Ave

Rezoning Application

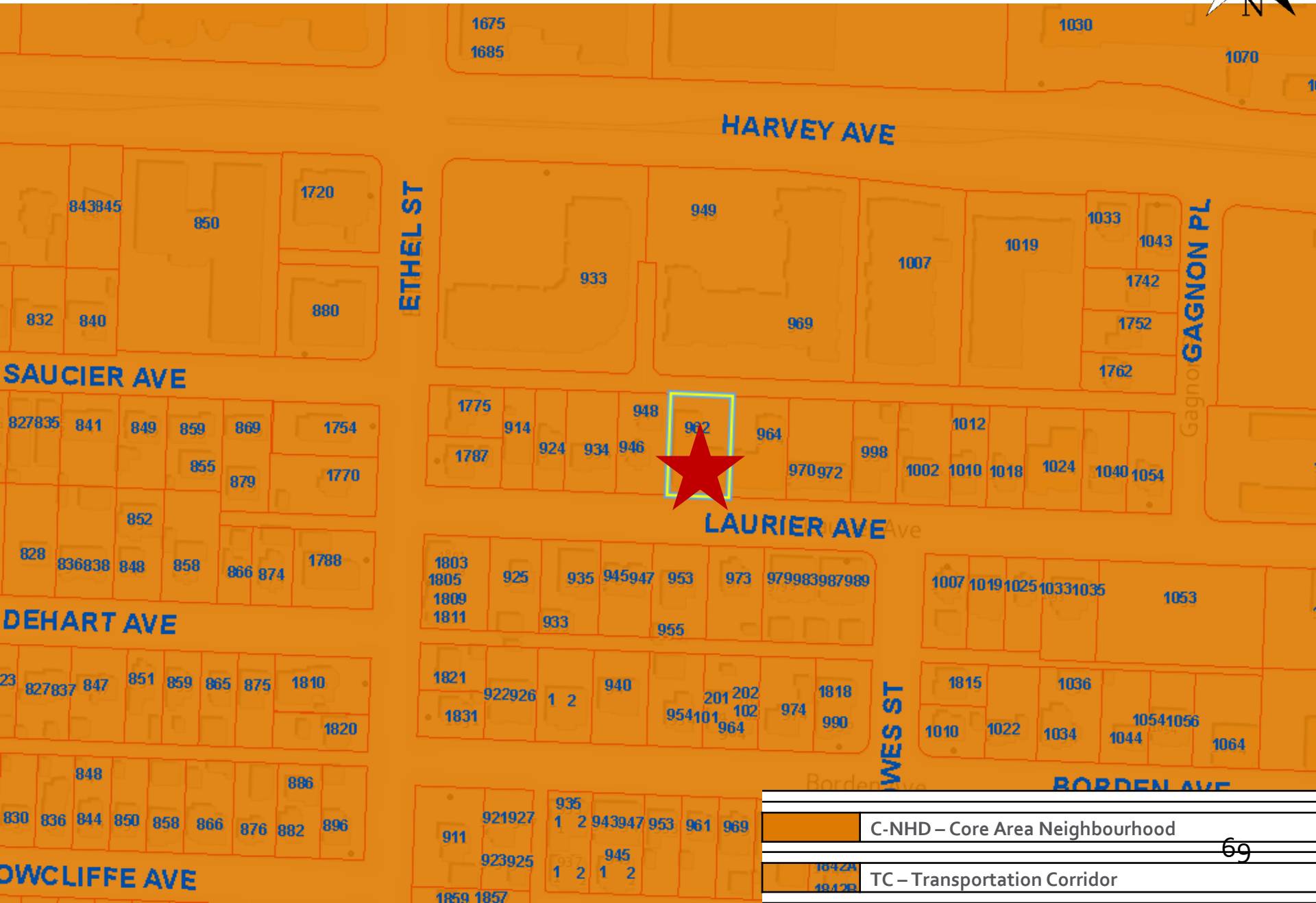
Purpose

- ▶ To rezone the subject property from the MF1b – Infill Housing with Boarding and Lodging zone to the MF1cc – Infill Housing with Child Care Centre, Major zone to facilitate a child care centre.

Development Process

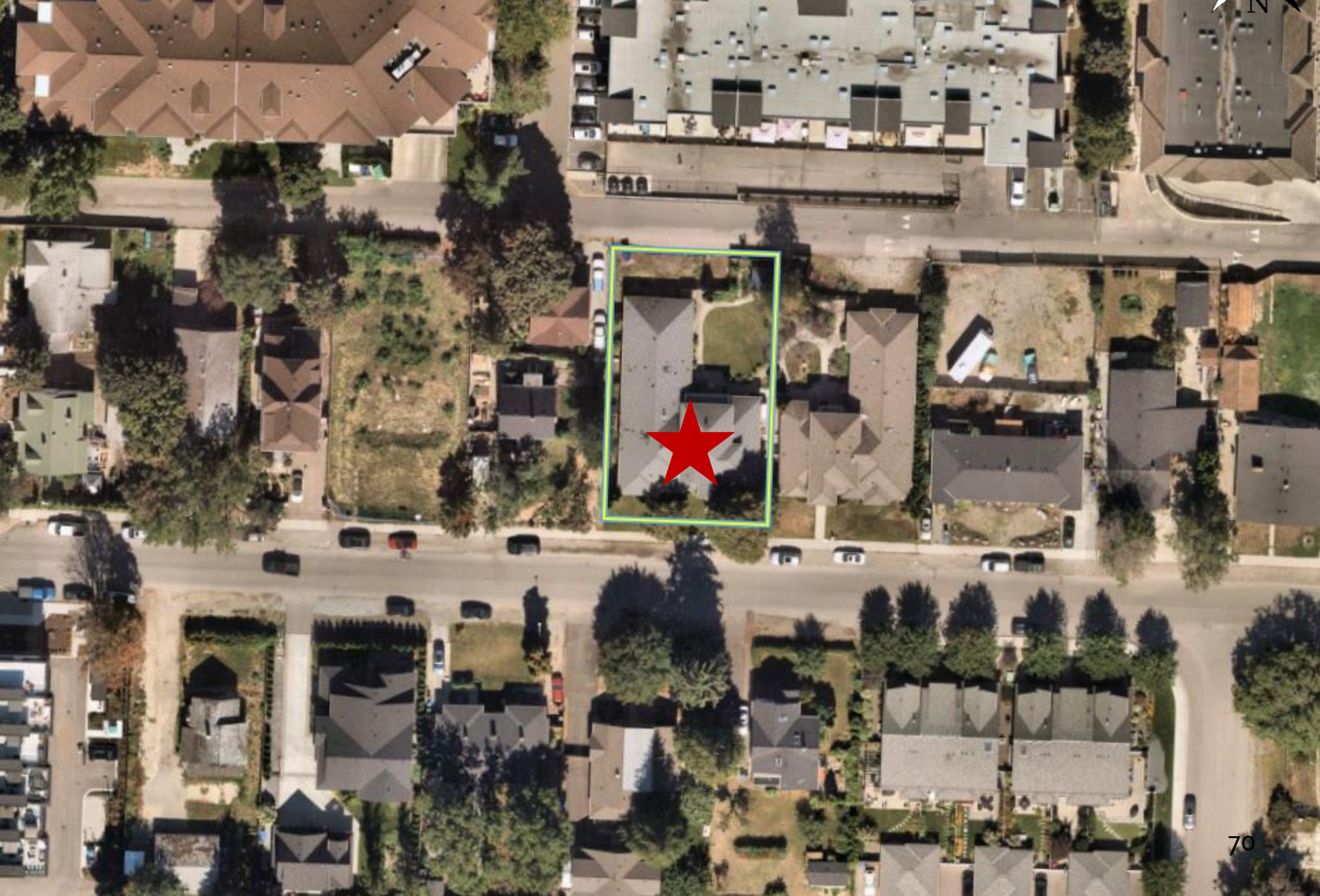


OCP Future Land Use



	C-NHD – Core Area Neighbourhood
	TC – Transportation Corridor

Subject Property Map



“cc” – Child Care Centre, Major

Purpose

- To provide a sub-zone to allow for Child Care Centre, Major on a case-by-case basis where supported by OCP Policy.

Summary of Uses

- Child Care Centre, Major
 - Licensed under Community Care and Assisted Living Act
 - Care, education, supervision
 - More than 8 children

OCP Objectives – Climate Resilience

Climate Criteria

Dark Green – Meets Climate Criteria

Light Green – Will Meet Criteria Soon

Yellow – Does not meet Climate Criteria

10 min Walk to Retail/Restaurants	Dark Green
5 min Walk to Park	Light Green
10 min Bike to Public School	Light Green
20 min Bus to Urban Centre/Village Centre/Employment Hub	Dark Green
Retaining Trees and/or Adding Trees	Dark Green
OCP Climate Resilience Consistency	Dark Green

OCP Objectives & Policies

- ▶ C-NHD: Core Area Neighbourhood
- ▶ **OCP Policy 5.4.7** Facilitate the development of child care spaces throughout the Core Area
 - ▶ Transit Supportive Corridors
 - ▶ Established core area neighbourhood

Staff Recommendation

- ▶ Staff recommend **support** for the proposed rezoning as it is consistent with:
 - ▶ OCP Future Land Use C-NHD
 - ▶ OCP Objectives in Chapter 5 Core Area
 - ▶ Child Care Centre Policies

Report to Council



Date: January 27, 2025
To: Council
From: City Manager
Department: Office of the City Clerk
Subject: Rezoning Bylaws Supplemental Report to Council

Recommendation:

THAT Council receives, for information, the report from the Office of the City Clerk dated January 27, 2025 with respect to three rezoning applications and one site-specific Zoning Bylaw text amendment application;

AND THAT Rezoning Bylaws No. 12736, 12737, and 12738 and Zoning Bylaw Text Amending Bylaw No. 12739 be forwarded for further reading consideration.

Purpose:

To receive a summary of notice of first reading for Rezoning Bylaws No. 12736, 12737, and 12738 and Zoning Bylaw Text Amending Bylaw No. 12739 and to give the bylaws further reading consideration.

Background:

A public hearing cannot be held for zoning bylaws for residential development that are consistent with the OCP. A public hearing is not required for all other zoning bylaws that are consistent with the OCP. Public notice is given before first reading with signage on the subject property, newspaper advertisements, and mailouts in accordance with the Local Government Act and Development Application & Heritage Procedures Bylaw No. 12310.

Discussion:

The three rezoning applications and one site-specific Zoning Bylaw text amendment application were brought forward to Council for initial consideration on January 13, 2025. Notice of first reading was completed as outlined above.

Correspondence was received as per the following table:

Address	Application	Bylaw	Public Hearing Option	Recommended Readings	Correspondence Received
667, 681 Wardlaw Ave	Z24-0039	12736	No	1 st , 2 nd , 3 rd , adopt	0
1230 Brookside Ave	Z24-0054	12737	No	1 st , 2 nd , 3 rd	0
2009 Enterprise Way	Z24-0052	12738	Yes	1 st , 2 nd , 3 rd	0
920 Rutland Rd N	TA24-0011	12739	No	1 st , 2 nd , 3 rd , adopt	0

These applications were brought forward with a recommendation of support from the Development Planning Department. Staff are recommending Council proceed with further readings of the Bylaws.

Conclusion:

Following notice of first reading, staff are recommending that Council give Rezoning Bylaws No. 12736, 12737, and 12738 and Zoning Bylaw Text Amending Bylaw No. 12739 further reading consideration.

Considerations applicable to this report:

Legal/Statutory Authority:

Local Government Act s. 464(2)

Legal/Statutory Procedural Requirements:

Following the notification period under s. 467 of the Local Government Act, Council may choose to:

- give a bylaw reading consideration,
- defeat the bylaw, or
- for non-residential bylaws, give a bylaw first reading and advance the bylaw to a Public Hearing.

Considerations not applicable to this report:

Existing Policy:

Financial/Budgetary Considerations:

External Agency/Public Comments:

Communications Comments:

Submitted by: N Beauchamp, Legislative Technician

Approved for inclusion: L Bentley, City Clerk

cc: Development Planning

CITY OF KELOWNA
BYLAW NO. 12737
Z24-0054
1230 Brookside Avenue

A bylaw to amend the "City of Kelowna Zoning Bylaw No. 12375".

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

1. THAT City of Kelowna Zoning Bylaw No. 12375 be amended by changing the zoning classification of Lot 1 District Lot 137 ODYD Plan 4386, located on Brookside Avenue, Kelowna, BC from the UC2 – Capri-Landmark Urban Centre zone to the UC2r – Capri-Landmark Urban Centre Rental Only 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, 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

CITY OF KELOWNA

BYLAW NO. 12738

Z24-0052

2009 Enterprise Way

A bylaw to amend the "City of Kelowna Zoning Bylaw No. 12375".

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

1. THAT City of Kelowna Zoning Bylaw No. 12375 be amended by changing the zoning classification of Lot 1 District Lot 140 ODYD Plan 27785, located on Enterprise Way, Kelowna, BC from the CA1 – Core Area Mixed Use zone to the CA1rcs – Core Area Mixed Use Retail Cannabis Sales 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, 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

CITY OF KELOWNA
BYLAW NO. 12736
Z24-0039
667 & 681 Wardlaw Avenue

A bylaw to amend the "City of Kelowna Zoning Bylaw No. 12375".

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

1. THAT City of Kelowna Zoning Bylaw No. 12375 be amended by changing the zoning classification of:
 - a) Lot 1 District Lot 14 ODYD Plan 3769, located on Wardlaw Avenue, Kelowna, BC; and
 - b) Lot 2 District Lot 14 ODYD Plan 3769, located on Wardlaw Avenue, Kelowna, BC;from the UC5 – Pandosy Urban Centre zone to the UC5r – Pandosy Urban Centre Rental Only 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, 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. 12739
TA24-0011
920 Rutland Road N

A bylaw to amend the "City of Kelowna Zoning Bylaw No. 12375".

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

1. THAT City of Kelowna Zoning Bylaw No. 12375, **Section 13 – Multi-Dwelling Zones, 13.7 – Site Specific Regulations** be amended by adding the following in its appropriate location:

LOT 7 SECTION 26 TOWNSHIP 26 ODYD PLAN KAP44228	920 Rutland Rd N	Notwithstanding Section 13.6 – Density and Height Development Regulations this property is permitted to have a 770 m ² lot area.
--	---------------------	---

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, second and third time by the Municipal Council this

Adopted by the Municipal Council of the City of Kelowna this

Mayor

City Clerk

REPORT TO COUNCIL

LIQUOR LICENSE



Date: January 27, 2025
To: Council
From: City Manager
Address: 8999 Jim Bailey Rd
File No.: LL24-0014

	Existing	Proposed
OCP Future Land Use:	IND - Industrial	IND - Industrial
Zone:	I2 – General Industrial	I2 – General Industrial

1.0 Recommendation

THAT Council directs Staff to forward the following Recommendation to the Provincial Liquor and Cannabis Regulation Branch (LCRB):

In accordance with 'Division 9 (71)' of the Liquor Control and Licensing Regulation and Council Policy 359, BE IT RESOLVED THAT:

1. Council recommends support of an application from Britannia Brewing for a license amendment for Lot 1 Section 2 Township 20 ODYD PLAN EPP98124, located at 8999 Jim Bailey Rd, Kelowna, BC for the following reasons:
 - The proposed structural change is perceived to be minor in nature and the RCMP do not have any comments.
2. Council’s comments on LCRB’s prescribed considerations are as follows:
 - a) The potential for noise if the application is approved:
 The anticipated noise impact is minimal, given that the property is situated within an industrial zone. The outdoor patio and picnic areas are limited to 11:00 PM, which is consistent with other licensed patio areas in the City. The business is required to adhere to the City’s Good Neighbour Bylaw.
 - b) The impact on the community if the application is approved:
 The impact on the community is anticipated to be minimal as the hours of operation will remain the same and the property is not in close proximity to residential uses.
3. The views of residents are summarized in the Staff report for the subject application. The methods used to gather views of residents were as per Council Policy #359 “Liquor Licensing Policy and Procedures.”

2.0 Purpose

To seek Council’s support for a structural change application to increase the liquor area and capacity from 213 persons to 250 persons.

3.0 Development Planning

Staff support the request to increase the service area and the capacity of the existing Lounge Endorsement for the manufacturer known as Britannia Brewing. The current establishment is located in an established industrial area surrounded by several other general industrial land uses. The application is seeking to add 37 persons to the site’s overall capacity by including the 2nd floor mezzanine area. The proposal aims to allow for flexible capacity adjustments between indoor and outdoor areas to accommodate seasonal variations. The applicant is not proposing any changes to their hours of operation.

4.0 Project Details

Existing Hours of Sale:

		Sun	Mon	Tues	Wed	Thurs	Fri	Sat
Open		9:00 AM	9:00 AM	9:00 AM	9:00 AM	9:00 AM	9:00 AM	9:00 AM
Close	Indoor	10:00 PM	10:00 PM	10:00 PM	10:00 PM	10:00 PM	11:00 PM	11:00 PM
	Patio	10:00 PM	10:00 PM	10:00 PM	10:00 PM	10:00 PM	11:00 PM	11:00 PM

Occupant Load:

	Existing	Proposed
Indoor & Outdoor	213	250

5.0 Site Context & Background

Orientation	Zoning	Land Use
North	I2 – General Industrial	IND - Industrial
East	I2 – General Industrial	IND - Industrial
South	I2 – General Industrial	IND - Industrial
West	FNR – First Nation Reserve	FNR – First Nation Reserve

Subject Property Map: 8999 Jim Bailey Rd



The subject property is accessed off Jim Bailey Road. The subject property has an Industrial Future Land Use Designation and the surrounding uses to the North, East, and South are industrial. The Okanagan Indian Band is located to the West of the subject property.

5.1 Background

Council recently considered a Text Amendment (TA24-0012) to increase the gross floor area for the serving, tasting, and consumption of alcohol within the existing building. The structural change considered utilizes the expansion area of the existing 2nd floor mezzanine area approved by Council in the Text Amendment.

6.0 **Public Input Received**

Neighbour notification was conducted in accordance with Council Policy #359:

- Notices were delivered to properties within a 50 m radius of the subject property by a combination of hand delivery or mail on October 1, 2024; and
- Signage was erected on the subject property on January 9, 2025.

Two letters of support were received from neighbouring businesses; see Attachment B for a summary of neighbourhood notification. No other comments or concerns were received.

7.0 **Council Policy #359 – Liquor Licensing Policy and Procedures**

The following sections of Policy #359 are applicable to this application:

- Outside of the Central Area, an outdoor patio at a licensed establishment may not operate later than 12:00 AM. If the property, or any adjacent or abutting property, is designated or zoned for residential uses the patio must not operate later than 11:00 PM.
- For a licensed establishment outside of the Central Area, liquor service may only be permitted between the hours of 9:00 AM and 12:00 AM.
- For a licensed establishment outside of the Central Area, the capacity may not exceed 250 persons.

8.0 **Technical Comments**

8.1 R.C.M.P.

No comment.

9.0 **Application Chronology**

Application Accepted: July 23, 2024
Neighbourhood Notification: October 1, 2024

Report prepared by: Sara Skabowski, Planner I
Reviewed by: Adam Cseke, Development Planning Manager
Reviewed by: Nola Kilmartin, Development Planning Department Manager
Approved for Inclusion: Ryan Smith, Divisional Director, Planning, Climate Action & Development Services

Attachments:

Attachment A: Floor Plan/Site Plan/Occupant Load
Attachment B: Neighbourhood Notification Summary

For additional information, please visit our Current Developments online at www.kelowna.ca/currentdevelopments.

GP 14678-RI

Liquor License Occupant Load is 250 people.

*Occupant load Restricted by City of Kelowna planning department. Max 250 people.

*washrooms do not limit occupant load.

Reviewed by City of Kelowna Inspection Services Oct 9, 2024 N.M.

Reviewed by City of Kelowna Inspection Services Oct 9, 2024 N.M.

Britannia Brewing

8999 Jim Bailey Road

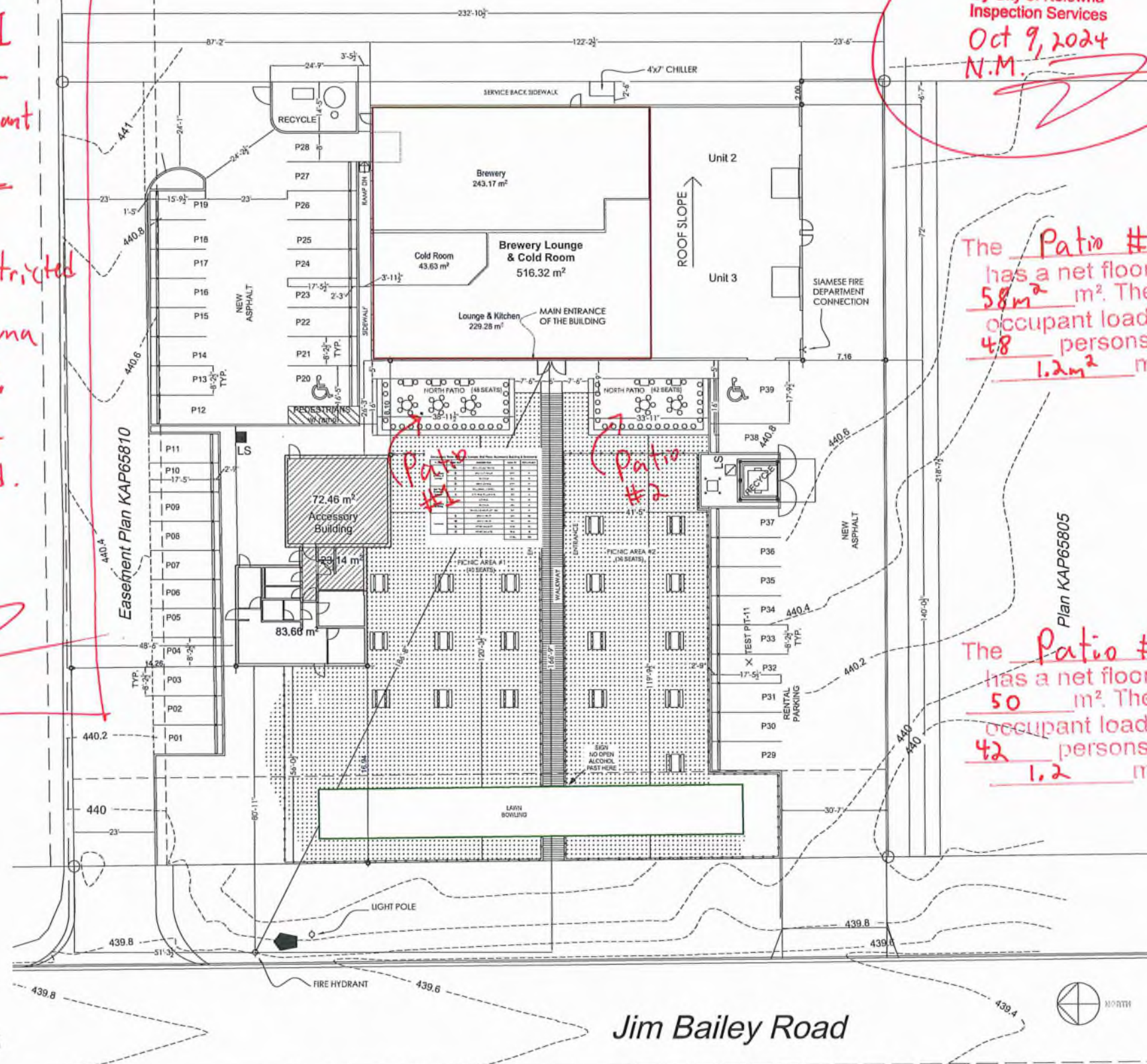
ATTACHMENT **A**

This forms part of application # LL24-0014



City of Kelowna COMMUNITY PLANNING

Planner Initials **SS**



The Patio #1 has a net floor area of 58 m². The maximum occupant load shall be 48 persons, based on 1.2 m² m²/person

The Patio #2 has a net floor area of 50 m². The maximum occupant load shall be 42 persons, based on 1.2 m² m²/person

Britannia Brewing Unit 1 Existing Code Summary:

Area 1 - Brewery (Group F Division 2 Occupancy); AREA: 243.17 m²
Area 2 - Lounge/Restaurant (Group A Division 2); area: 229.28 m²
Area 3 - Cold Room (Group F Division 2 Occupancy); AREA: 43.63 m²
Main Level Floor Areas: 516 m²
Mezzanines floor area at the brewery: 58.7 m²
Mezzanine floor area at lounge: 117.96 m²
Total floor area: 692.66 m²
Occupancy load - brewery: 287 m² (per business requirements) = 8 persons
Occupancy load - lounge kitchen patios & picnic areas = 251 persons
Travel distance to the nearest exit - brewery: 25 m < 45 m permitted
Travel distance to the nearest exit - restaurant/lounge: 21 m < 45 m permitted
Minimum number of exits required: 2 - two provided.

Britannia Brewing Unit 1 & Accessory Building Proposed Code Summary:

Area 1 - Brewery (Group F Division 2 Occupancy); AREA: 243.17 m²
Area 2 - Lounge/Restaurant (Group A Division 2); area: 229.28 m²
Area 3 - Cold Room (Group F Division 2 Occupancy); AREA: 43.63 m²
Main Level Floor Areas: 516 m²
Mezzanines floor area at the brewery: 58.7 m²
Mezzanine floor area at lounge: 117.96 m²
Total floor area: 692.66 m²
Accessory Building Lounge: 72.46 m²
Accessory Building Kitchen: 23.14 m²
Accessory Building Offices & Brewery R&D: 83.66 m²
Occupancy load - brewery: 287 m² (per business requirements) = 8 persons
Occupancy load - lounge kitchen patios & picnic areas = 251 persons
Occupancy load - Kitchen Offices & Brewery R&D = 40 persons

Britannia Brewing Liquor Primary Variance Section 14.9 Principal and Secondary Land Uses Footnote #5

Liquor primary establishments shall not exceed 235 m² in gross floor area (e.g. neighbourhood pubs) per lot.
Liquor primary establishment variance requested for 442.84 m² in gross floor area (existing lounge, mezzanine lounge & Accessory Building Lounge & Kitchen)

Sheet Index	Layout Name
A01	Cover Sheet
A02	Existing Brewery & Restaurant Main Level
A03	Proposed Brewery & Restaurant at Mezzanine
A04	Proposed Accessory Building & Occupancy Table

236 ⇒ 250

Legal Address

PLAN EPP98124 LOT 1 SECTION 2 TOWNSHIP 20 PID 031-077-731

MLKPROPERTIES

Lloyd Kinney
604.715.2929 Mobile
604.288.2667 Office

Brad Doré
Residential Design
604.782.8240
brad.dore@icloud.com
www.braddore.com
Doré Design & Development Inc.

Site Plan
1/16" = 1'-0"

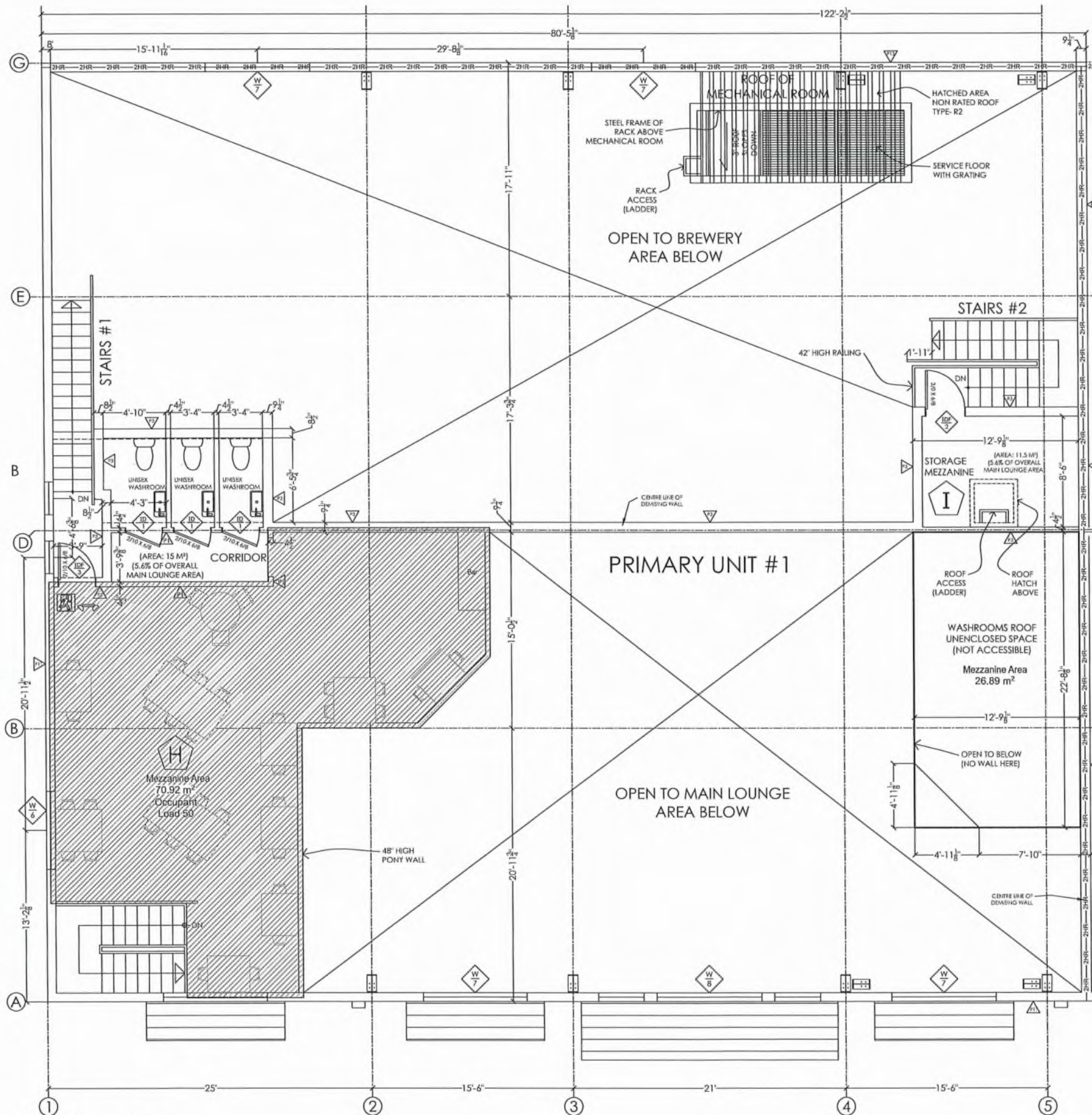
Jim Bailey Road

SITE PLAN
Scale: 1/16" = 1'

Britannia Brewing Development Variance
8999 Jim Bailey Road
Kelowna, BC

The design and specifications of all drawings conform to BCBC 2018. All drawings are to SCALE in the absence of a dimension the drawings may be scaled.
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Cover Sheet	
Issued for pre-application meeting	March 7th, 2024
Issued for LCRB Application	Friday, May 10, 2024
A01	



Second Level Plan
 1/4" = 1'-0"

Reviewed
 by City of Kelowna
 Inspection Services
 Oct 9, 2024
 N.M.

The Mezzanine Area
 has a net floor area of
70.9 m². The maximum
 occupant load shall be
59 persons, based on
1.2 m²/person

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**Britannia Brewing
 Development
 Variance**
 8999 Jim Bailey Road
 Kelowna, BC

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The design and specifications of all drawings conform to BCBC 2018. All drawings are to SCALE in the absence of a dimension the drawings maybe scaled.

Proposed Brewery & Restaurant at Mezzanine	
Issued for pre-application meeting	March 7th, 2024
Issued for LCRB Application	Friday, May 10, 2024

A03



ATTACHMENT B

This forms part of application
TA24-0012

Planner Initials **SS**

City of **Kelowna**
COMMUNITY PLANNING



To City Council of Kelowna,

October 8th, 2024

This letter is a summary of the neighborhood notification efforts that were made on behalf of Britannia Brewing Corp.

A detailed letter was mailed out on October 1st, 2024, to the list of local businesses and tenants that were provided by the City of Kelowna. Close to 60 letters were sent out to inform our neighbors of the intention to increase the brewery occupancy from 236 to 250 persons, and the increase to the GFA from 235m² to 300m², to accommodate the 2nd floor mezzanine. No structural changes are being made to the brewery.

No negative feedback has been received, nor any requested changes to the project resulting from the neighborhood notification.

Two letters of support were provided and have been included in the documents.

Thank you for your time and consideration.



Marisa Vardabasso

250.469.4626
marisa@bbco.ca



ATTACHMENT B

This forms part of application
TA24-0012

Planner Initials **SS**

City of **Kelowna**
COMMUNITY PLANNING

Grey Fox Brewing Inc
105 310 Hiram Walker Ct
Kelowna, BC V4V 0B2

October 7, 2024

RE: Britannia Brewing Company

To whom it may concern:

Grey Fox Brewing is in support of our neighbours, Britannia Brewing Company, in their application to increase the occupancy on their liquor license.

We are in a busy industrial park with many large businesses employing a lot of people, and the residential area across the road is growing rapidly. Britannia has become a local destination being the only food and drink establishment in the area, and we believe an increase in capacity will allow them to better serve our community.

Here at Grey Fox Brewing, we have seen a significant increase in foot traffic through our door since Britannia opened. Prior to them our customers specifically came to us as a destination for gluten free beer, but now we have many people walk over from next door that aren't specifically looking for gluten free interested in our beer which opens us up to a demographic that would have never searched us out. Reciprocally we send our customers over to Britannia where they can sit down and enjoy a beer as we don't have a seating area.

Breweries work better together than separate, and we have found that to be the case with Britannia and Grey Fox.

Chris Neufeld, Owner
Grey Fox Brewing Inc.

105 – 310 Hiram Walker Ct. Kelowna, BC V4V 0B2

@GREYFOXBREWING | GREYFOXBREWING.COM





ATTACHMENT B

This forms part of application
TA24-0012

Planner
Initials **LW**

City of
Kelowna
COMMUNITY PLANNING



9015 Jim Bailey Rd
Kelowna, BC V4V 2W4

October 5, 2024

RE: Britannia Brewing Company

To whom it may concern:

This is a quick note of appreciation and support for the addition of Britannia Brewery to our neighborhood. It has turned out to be a good fit for the industrial park. The staff and I at Lube Worx have enjoyed having Britannia Brewing so close to our business. They added what was missing, a place to gather and celebrate life, or just meet for a beer after work. Not only does Britannia Brewing enhance the businesses and residential homes in the immediate area, but they also add to the surrounding communities and cities.

We look forward to you expanding your operations and what new things you will add. We wish you all the best in your future endeavors.

Cheers,



Jody Evans and all the staff from Lube Worx.



City of
Kelowna



LL24-0014
8999 Jim Bailey Rd
Liquor License Application

Purpose

- ▶ To seek Council's support for a structural change application to increase the liquor area and capacity from 213 to 250 persons.

Development Process



July 23, 2024

Development Application Submitted



Staff Review & Circulation



Jan 27, 2025

Monday Council Meeting

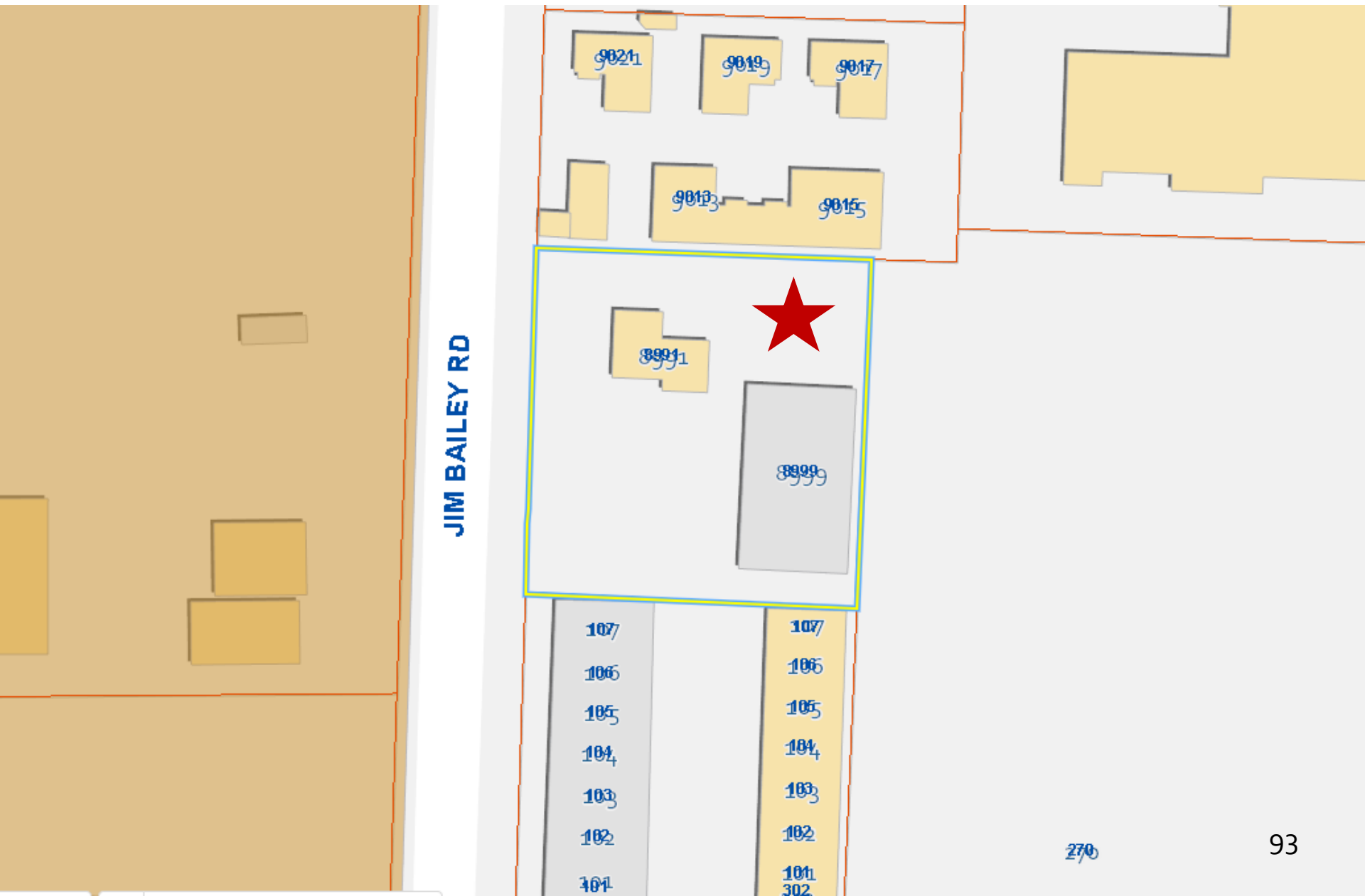


Council Consideration

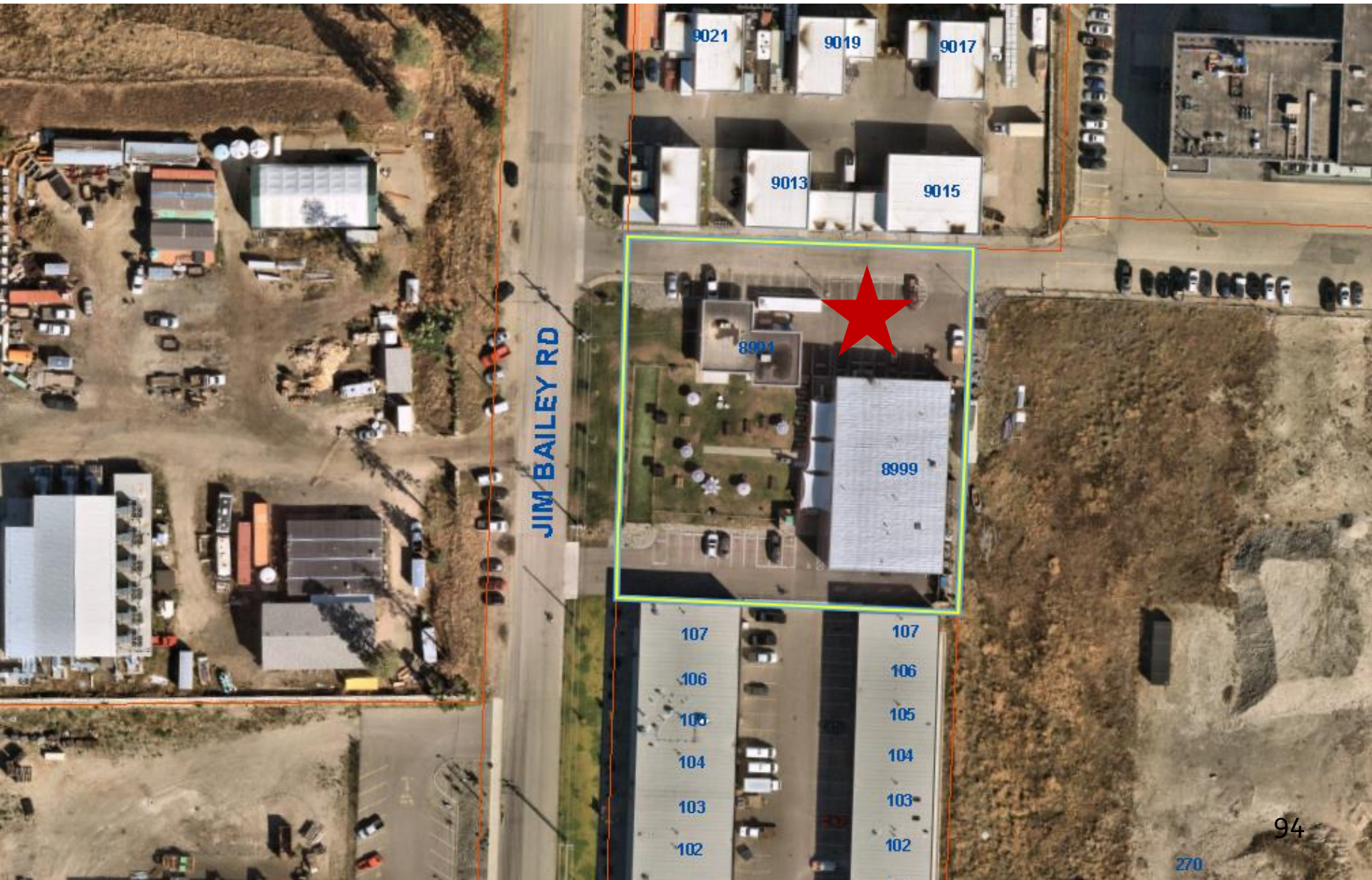


Recommendation Forwarded to LCRB

Context Map



Subject Property Map



Hours of Sale

Existing:

		Sun	Mon	Tues	Wed	Thurs	Fri	Sat
Open		9:00 AM	9:00 AM	9:00 AM	9:00 AM	9:00 AM	9:00 AM	9:00 AM
Close	Indoor	10:00 PM	10:00 PM	10:00 PM	10:00 PM	10:00 PM	11:00 PM	11:00 PM
	Outdoor	10:00 PM	10:00 PM	10:00 PM	10:00 PM	10:00 PM	11:00 PM	11:00 PM

Occupant Load

	Existing	Proposed
Indoor & Outdoor	213	250

Site Plan Existing



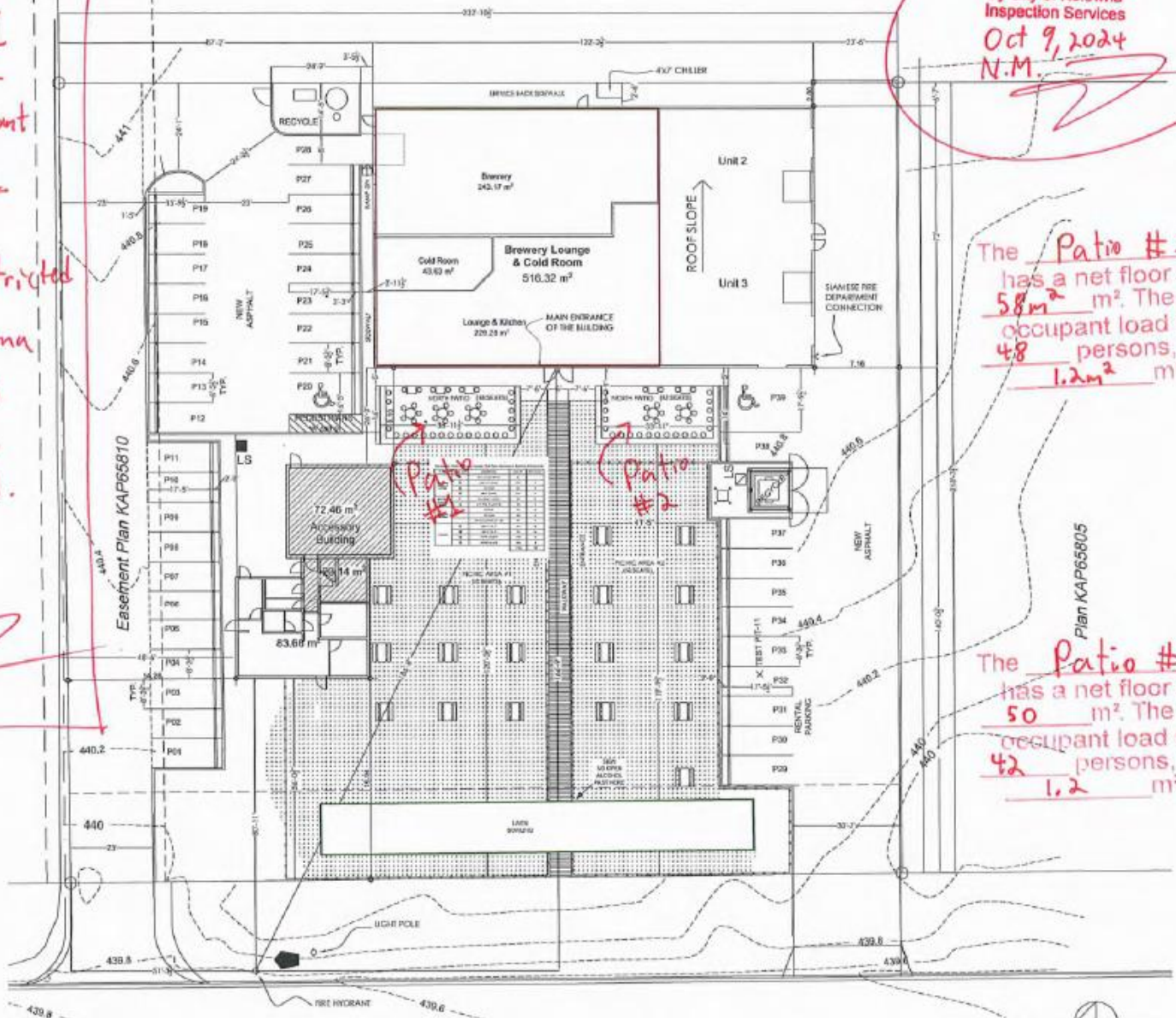
Reviewed
by City of Kelowna
Inspection Services
Oct 9, 2024
N.M.

GP 14678-RI

Liquor License Occupant
Load is 250
people.

*Occupant load Restricted
by City of Kelowna
Planning department,
Max 250 people.
*wash rooms do not
limit occupant load.

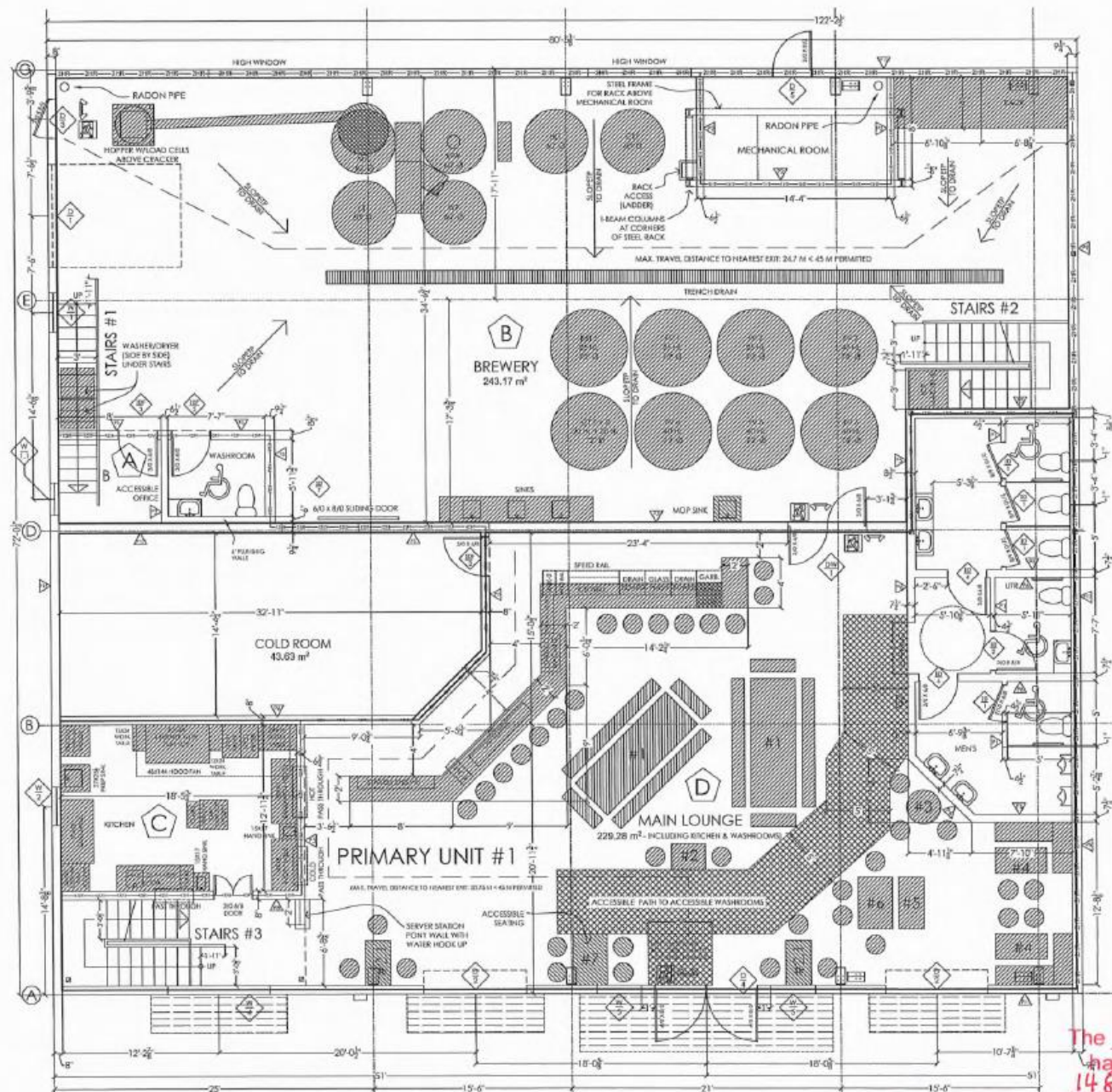
Reviewed
by City of Kelowna
Inspection Services
Oct 9, 2024
N.M.



The Patio #1
has a net floor area of
58m² m². The maximum
occupant load shall be
48 persons, based on
1.2m² m²/person

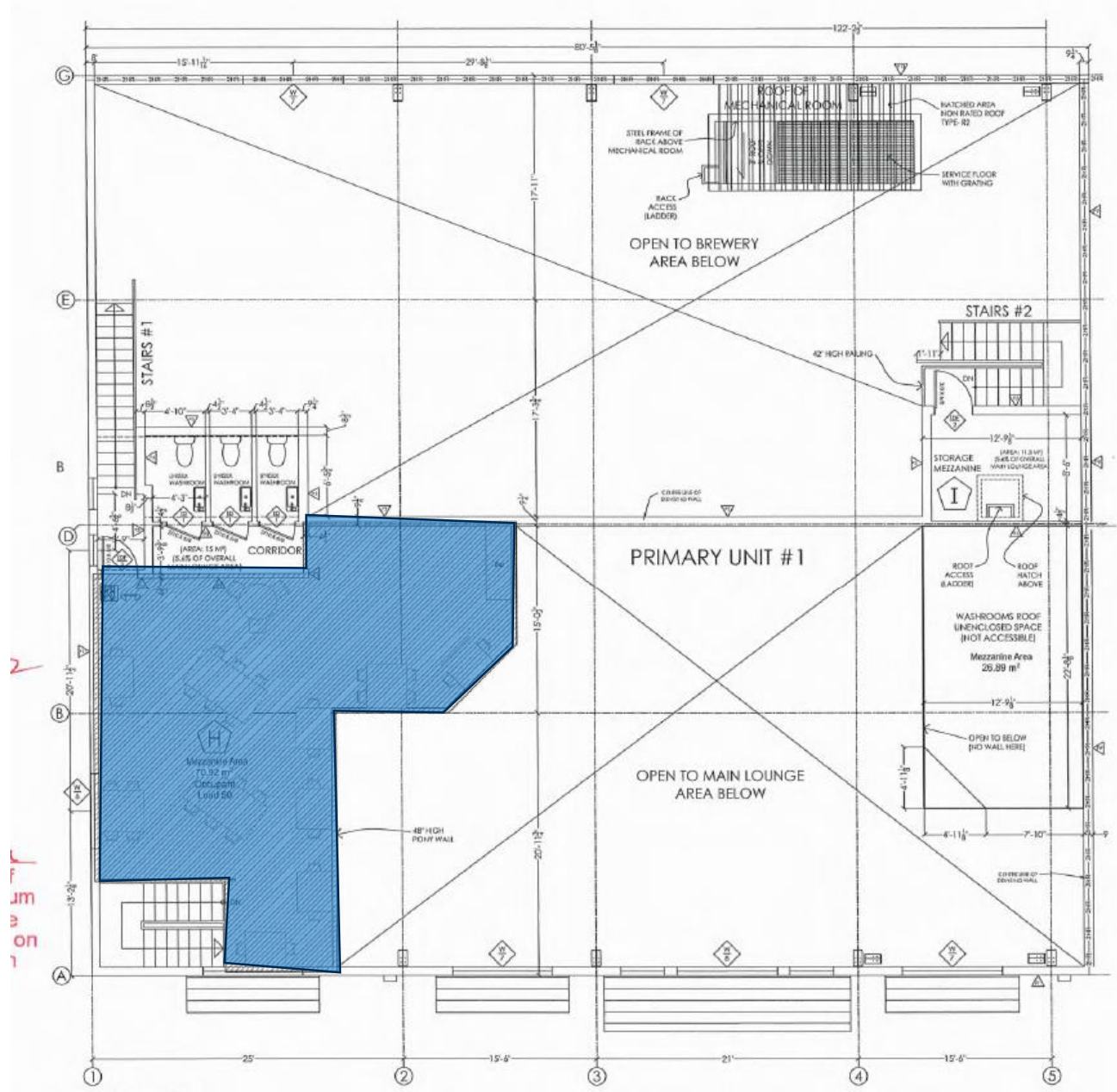
The Patio #2
has a net floor area of
50 m². The maximum
occupant load shall be
42 persons, based on
1.2 m²/person

First Floor Plan Existing



The
na
14.6

Second Floor Plan Existing



2
F
um
e
on
1

Second Level Plan
1/4" = 1'-0"

Public Input

- ▶ Signage and letters were used to notify neighbourhood
- ▶ 2 letters of support received from neighbouring businesses
- ▶ No other comments or concerns

Council Policy 359

- ▶ Outside of the Central Area, outdoor patios may not operate later than 12:00 AM.
- ▶ Outside of the Central Area, liquor service may not operate later than 12:00 AM.
- ▶ Maximum capacity does not exceed 250 persons.

Staff Recommendation

- ▶ Staff recommend **support** for the proposed liquor license amendment as it is consistent with:
 - ▶ Council Policy #359
- ▶ That Council directs Staff to forward a resolution of support to the LCRB.

CITY OF KELOWNA

BYLAW NO. 12692

Z24-0021

765 Badke Road

A bylaw to amend the "City of Kelowna Zoning Bylaw No. 12375".

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

1. THAT City of Kelowna Zoning Bylaw No. 12375 be amended by changing the zoning classification of Lot E Section 27 Township 26 ODYD Plan 22268 located on Badke Road, Kelowna, BC from the UC₄ – Rutland Urban Centre zone to the UC_{4r} – Rutland Urban Centre Rental Only 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, second and third time by the Municipal Council this 26th day of August, 2024.

Approved under the Transportation Act this 26th day of August, 2024.

Damian Kusiak

(Approving Officer – Ministry of Transportation)

Adopted by the Municipal Council of the City of Kelowna this

Mayor

City Clerk

Report to Council



Date: January 27, 2025
To: Council
From: City Manager
Subject: City of Kelowna Housing Action Plan
Department: Housing Policy and Programs & Social Development

Recommendation:

THAT Council receives for information the final report from the Housing Policy and Programs and Social Development Departments, dated January 27, 2025, regarding the Housing Action Plan;

AND THAT Council endorses the Housing Action Plan, as described in the report from the Housing Policy and Programs and Social Development Departments, dated January 27, 2025;

AND FURTHER THAT Council directs staff to advance the objectives and actions of the Housing Action Plan, as described in the report from the Housing Policy and Programs and Social Development Departments, dated January 27, 2025.

Purpose:

To endorse the Housing Action Plan and to direct staff to advance the approved objectives and actions of the Housing Action Plan.

Council Priority Alignment:

Affordable Housing
Homelessness

Background:

Kelowna’s housing system is facing complex challenges, with many residents struggling to find housing that meets their needs. The Housing Action Plan (HAP) builds upon past and ongoing City efforts in housing and social development, addressing the housing system comprehensively. The plan is a roadmap that responds to the critical housing challenges facing the community, ensuring that the City meets both immediate and future needs.

At its regular meeting of November 4, 2024, Staff introduced 26 draft actions of the Housing Action Plan to Council, including several high-impact actions. These actions aimed to achieve the two key outcomes and five objectives of the HAP:

Housing Action Plan OUTCOMES	<ul style="list-style-type: none"> • Ensure residents have access to suitable housing options. • Maintain a housing system that adapts to future community needs.
Housing Action Plan OBJECTIVES	<ul style="list-style-type: none"> • Homelessness in Kelowna is rare, brief, and one-time. • Kelowna has a diversity of housing types, tenures, and affordability levels to meet the needs of all community members. • Kelowna continues to provide innovative leadership on housing issues. • The community's housing objectives are advanced through collaboration. • The City and its partners have clear governance roles for decision-making on complex housing-related issues.

Council received these actions and directed staff to further refine and investigate the actions, and to clearly define affordable housing within the context of the Housing Wheelhouse.

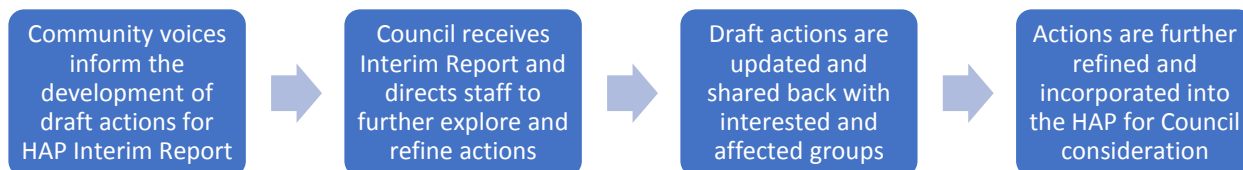
Discussion:

Since the November 4th meeting, Staff have refined the 26 actions and added one high-impact action. Different levels of housing affordability have been defined, and performance indicators have been embedded to measure the success of these actions. These modifications aim to provide a comprehensive and actionable roadmap for improving access to suitable housing options and maintaining an adaptable housing system for Kelowna's future. The six high-impact actions are outlined below:

1. Improve access to housing and related supports for people experiencing or at risk of homelessness by enhancing communication and collaboration among service providers.
2. Support tenants who are being evicted due to redevelopment.
3. Strengthen the City's Density Bonusing program for affordable housing.
4. Reduce municipal charges for affordable housing projects.
5. Ensure parking regulations don't reduce housing supply by driving up development costs.
6. Increase density as-of-right along Transit Supportive Corridors.

Community Voices

The City hosted a series of workshops and interviews with members of the development community, local non-profits, and individuals with lived experience to review draft actions and identify additional areas of inquiry for the HAP. Input from these discussions played a pivotal role in shaping the 26 initiatives and six high-impact actions included in the interim report. Following Council's consideration, the draft actions were further refined and circulated to interested and affected parties for their review and feedback. The finalized actions reflect both this input and that of Council.



Defining Affordability

The City has developed a definition of affordability to reflect local conditions (see Table 1). By defining different levels of affordability, the City can offer clarity on its expectations to the development industry, and inform internal initiatives that support affordable housing, such as the density bonusing review and

the Rental Housing Grants program. This definition breaks down affordability into three categories based on the percentage of Kelowna’s median household income:

- Deeply Affordable
- Middle Income
- Moderate Income

Based on the 2024 median household income in Kelowna of \$95,155, Table 1 breaks down the maximum affordable monthly housing costs by affordability categories and income ranges.

	AFFORDABLE HOUSING			MARKET HOUSING
	Deeply Affordable	Moderate Income	Middle Income	
% OF MEDIAN HOUSEHOLD INCOME (MHI)	Up to 49% of MHI	50–79% of MHI	80–119% of MHI	120% MHI and over
MAX. MONTHLY HOUSING COST	Up to \$1,166	\$1,167–\$1,879	\$1,880–\$2,830	Over \$2,830

Table 1: Defining Affordability

Measuring Performance

The City has established a monitoring framework to ensure the Housing Action Plan achieves its intended outcomes and aligns with progress reporting objectives. This framework will track progress, measure changes in the housing sector, and ensure accountability.

The monitoring framework uses a three-tier approach:

- **Tier One: Outcomes** – Monitors the long-term outcomes for the city’s housing system, which will be impacted by the City’s direct action as well as external factors outside of the City’s direct control. This tier looks at the current supply and demand for housing and how they are changing. It also tracks how many people are experiencing homelessness in the community and how this population and their needs are changing.
- **Tier Two: Process Objectives** – Focuses on the City’s efforts and behavior influence in the housing sector through innovation, collaboration and governance.
- **Tier Three: Accountability** – Ensures the City delivers on its commitments, identifying progress and raising questions if certain actions are not pursued.

This framework emphasizes outcomes over individual actions. By using key findings from the 2023 Housing Needs Assessment and BC Stats growth projections, the City can set informed, data-driven housing goals. This approach helps the City continuously improve, adapt and maintain transparency, ensuring the Housing Action Plan achieves its long-term goals.

Summary & Next Steps:

The Housing Action Plan (HAP) details a series of initiatives for staff in the Housing Policy and Programs, Social Development, and Development Planning teams to execute over the next five years. Upon the HAP’s approval, Staff will begin advancing the actions outlined in Attachment A – Housing Action Plan. Most of these actions will be presented for Council’s consideration and potential endorsement individually, including any budget or resource implications. Additionally, a comprehensive set of indicators to measure success will be implemented. These indicators will align with provincial housing targets and legislative requirements, allowing the City to track its progress in real-time and make necessary adjustments to address emerging challenges.

Ultimately, the Housing Action Plan will address access to housing for residents across all segments of the Wheelhouse and contribute to a housing system that is resilient to future change. By addressing various housing needs and promoting equitable access, it aims to enhance the quality of life for all community members.

It should be noted that there are components of the Housing Action Plan which are already in progress. Those include Transit Supportive Corridor pre-zoning pilot project and Tenant Protection Policy work. Staff will continue to work through those projects and engage Council for direction at relevant milestones.

Considerations applicable to this report:

Legal/Statutory Procedural Requirements:

2023 Legislative Changes

- Bill 16 – Housing Statutes Amendment Act
 - Includes measures to prevent renovictions, where tenants are evicted under the pretext of renovations, and;
 - Provides tenants with more security and stability in their housing arrangements, making it harder for landlords to evict tenants without a valid reason.
- Bill 35 -Short Term Rental Accommodations Act
 - Regulates short-term rentals of less than 90 days.
 - Mandates hosts and platform service providers to register, limits rentals to principal residences with certain exceptions, and enhances local government enforcement.
 - Created provincial oversight and provisions for information sharing to improve regulation and return short-term rentals to the long-term market.
- Bill 44 – Small Scale, Multi-Unit Housing:
 - Increased the minimum densities in many single-family neighbourhoods by requiring single-family and duplex lots to allow;
 - A minimum of three to four units;
 - At least one secondary suite or accessory dwelling unit (ADU), and;
 - Six units minimum near frequently serviced transit stops.
- Bill 46 – Development Financing:
 - Altered the collection of development charges by municipalities;
 - Expanded the scope of Development Cost Charges (DCCs), and;
 - Introduced Amenity Cost Charges (ACCs) for funding local amenities.
- Bill 47 – Transit-Oriented Areas:
 - Increased minimum densities near transit stations and bus exchanges and removed minimum parking requirements in these areas, and;
 - Established four transit-oriented areas in Kelowna, enhancing residential zoning and supporting transit accessibility.

2024 BC Building Code Changes:

- Single Stair Egress:
 - Permits the use of a single stair in certain residential buildings up to six stories.
 - Requires enhanced fire safety measures to mitigate risk, such as pressurized stairwells and improved smoke control systems.

- Accessible Units:
 - Mandates a minimum percentage of accessible units in new multi-family residential developments.
 - Specifies design requirements to ensure ease of access and usability, including wider doorways, lowered counters, and barrier-free showers.

Existing Policy:

Healthy Housing Strategy, 2018
 2040 Official Community Plan Bylaw
 Imagine Kelowna

Financial Considerations:

The Housing Action Plan does not contain any direct financial obligations or commitments. Actions identified in the plan will be brought forward individually for consideration by Council, inclusive of any budget and resource implications. In addition, many of the actions will be funded fully or partially through grants, such as the Housing Accelerator Fund (HAF).

Even so, the high-impact action “Reduce municipal charges for affordable housing projects” will likely be brought forward with a significant, ongoing budget request, ranging from 0.3-0.5 per cent of tax revenue. Should Council advance this action at that time, staff would endeavor to minimize any financial impact on the City where possible.

Submitted by:

G. Allison, Planner II
 S. Martin, Social Development Supervisor

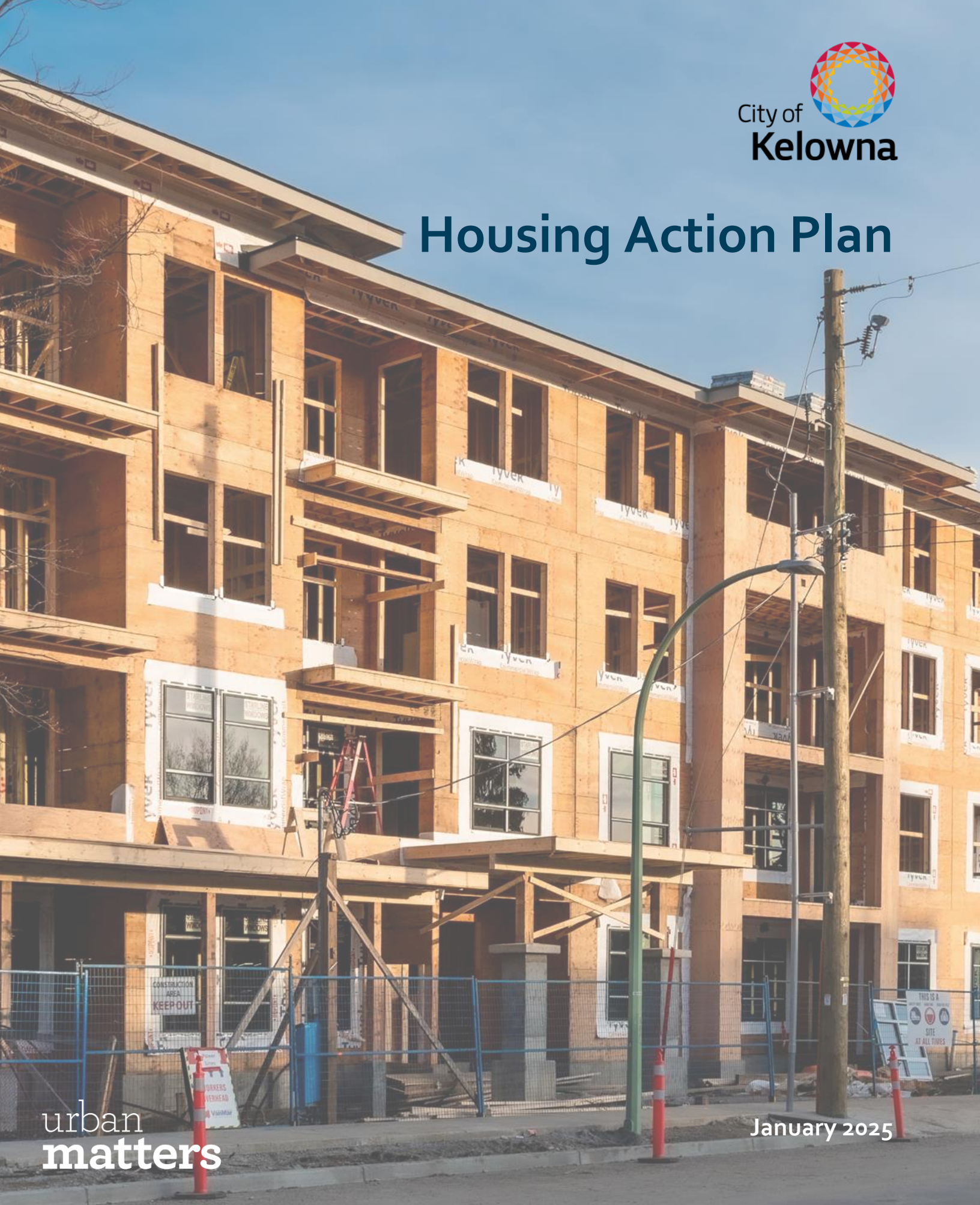
Approved for inclusion:

J. Moore, Infill Housing Planning Manager, Housing Policy and Programs
 C. Cornock, Social Development Manager, Social Development

Appendix:

Attachment A – Housing Action Plan

Housing Action Plan



urban
matters

January 2025

Acknowledgements

The City of Kelowna acknowledges with respect and gratitude that it is situated on the traditional, ancestral and unceded territory of the syilx Okanagan Peoples.

We also recognize and acknowledge the Métis Nation and the many other Indigenous nations represented among Kelowna's Urban Indigenous population. It is with humility that we continue our journey towards truth and reconciliation with the First Nation, Métis and Inuit peoples of this land.

The development of the Housing Action Plan (HAP) was a collaborative effort led by staff from the City of Kelowna's Housing Policy and Programs, and Social Development teams, alongside subject matter experts from Urban Matters CCC. The City of Kelowna would also like to acknowledge the contributions of local developers, business associations, non-profit housing providers, health- and social-serving organizations, and people with lived experience that took time to participate in the engagement process.

Executive Summary

The City of Kelowna’s Housing Action Plan (HAP) aims to address the community’s pressing housing challenges. This action plan builds on the successes and lessons from previous initiatives, including the Journey Home Strategy and the Healthy Housing Strategy. The HAP is also supported by provincial and federal housing initiatives. In 2023, the City was awarded up to \$31.5 million from the federal government through the Housing Accelerator Fund to support housing initiatives, and the BC provincial government introduced new legislation to increase housing supply and development financing.

The HAP establishes a shared set of outcomes for the city’s housing system:

- ▶ Ensure residents have access to suitable housing options.
- ▶ Maintain a housing system that adapts to future community needs.

To achieve these outcomes, the HAP focuses on systems planning, collaboration, and coordination to develop solutions across the Housing Wheelhouse. The Housing Wheelhouse represents the interconnected segments of the housing system, and improvements in any segment of the Wheelhouse benefit the housing system as a whole. The City of Kelowna is committed to building on previous successes and exploring new and innovative solutions, which is evident across the 26 individual actions. The City has selected six high-impact actions, outlined in the callout box below, that staff will prioritize. These actions were selected for their level of impact, the effort required to implement them, and their focus on priority areas of housing need.

High-Impact Actions

The City is prioritizing six high-impact actions. These actions were selected for their level of impact, the effort required to implement them, and their focus on priority areas of housing need. The six actions are:

- ▶ Improve access to housing and related supports for people experiencing or at risk of homelessness by enhancing communication and collaboration among service providers.
- ▶ Support tenants who are being evicted due to redevelopment.
- ▶ Strengthen the City’s Density Bonus program for affordable housing.
- ▶ Reduce municipal charges for affordable housing projects.
- ▶ Ensure parking regulations don’t reduce housing supply by driving up development costs.
- ▶ Increase density as-of-right along Transit Supportive Corridors.

Addressing our community's housing crisis requires collaborative efforts that extend beyond the capabilities of the City alone. This action plan examines a combination of direct actions that the City can take independently to impact housing outcomes, collaboration and advocacy opportunities where the City needs to work with others or seek changes outside its direct authority, and broader trends affecting the housing system that the City will monitor and adapt to accordingly.

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1.0 Introduction and Community Context

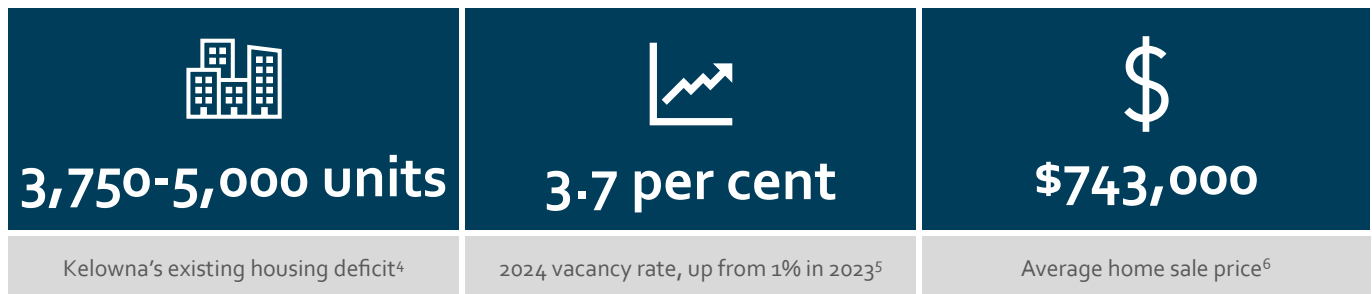
Kelowna residents are facing the ongoing effects of a housing system under pressure. Progress is being made, but the challenges associated with long-term supply and affordability gaps will not disappear overnight. Layered onto this, Kelowna population is projected to grow rapidly, reaching 232,586 by 2041¹. In total, 44,580² new homes will be needed to address existing housing shortages and to accommodate growth.

Several years of sustained growth in purpose-built rental housing have led to a healthy vacancy rate for the first time in 20 years, and more supply is on the way. Even so, major gaps remain. The 2023 Housing Needs Assessment (HNA) highlighted a severe gap in the delivery of subsidized rental housing, identifying the need to increase its delivery tenfold.

The lack of affordable housing is affecting individual residents in a variety of ways, from young people living at home for longer, to residents being forced to remain in unsafe or unsuitable housing. Vulnerable individuals, such as singles, seniors, those on fixed incomes, lone-parent families, and people with disabilities, are particularly affected, as housing costs comprise a larger share of their income.

Ultimately, a lack of affordable housing leads to increased homelessness. Preliminary data from Kelowna's most recent Point in Time Count, conducted by the Central Okanagan Foundation (COF) in November 2024, suggest an increase in the number of people experiencing homelessness since the previous count in 2020. This aligns with trends identified by the City and its partners across the homeless-serving sector. The 2023 Community Survey on Homelessness in Kelowna identified financial challenges as the top barrier to housing, emphasizing the critical need for affordable housing solutions.³

High housing costs also negatively impact the economy, making it more difficult for businesses to attract and retain the employees they need to grow. These challenges are further exacerbated by factors such as inflation and the cost of living, which influence housing affordability but are beyond the City's control.



¹ BC Stats. "Population Estimates & Projections for British Columbia" <https://bcstats.shinyapps.io/popApp/>.

² BC Stats.

³ Central Okanagan Foundation. "2023 Community Survey on Homelessness Report" <https://www.centralokanaganfoundation.org/wp-content/uploads/2024/02/2023-Community-Survey-on-Homelessness-Report.pdf>.

⁴ City of Kelowna. "2023 Housing Needs Assessment" https://www.kelowna.ca/sites/files/1/kelowna_housing_needs_assessment_2023.pdf.

⁵ Canadian Mortgage and Housing Corporation. "CMHC Rental Market Survey" www03.cmhc-schl.gc.ca/hmip-pimh/en#Profile/5935010/4/Kelowna (CY) (British Columbia)

⁶ BC Assessment

The City of Kelowna is enhancing its housing system by leveraging a strong foundation of understanding, collaboration, and action. As such, it is well positioned to advance the Housing Action Plan (HAP), which supports inter-departmental alignment, bold actions, and a robust monitoring framework. The HAP builds on the successes and learnings of two previous initiatives:

- ▶ **Journey Home Strategy** – Kelowna’s previous five-year plan to address homelessness with a focus on ensuring everyone has a place to call home. The goal was to ensure a coordinated and easy to access system of care for those in Kelowna who have lost or are at risk of losing their home.
- ▶ **Healthy Housing Strategy** – Kelowna’s previous Housing Strategy which addressed the community’s most pressing housing issues. The five-year plan was developed in alignment with the Journey Home Strategy to address Council’s top priorities of addressing homelessness and supporting housing diversity.

The HAP is organized as follows:

- ▶ **Section 1: Community Context** – Outlines the work the City completed on its Housing Wheelhouse, Federal and Provincial policy and funding context, and the role of the City in the housing system, including key initiatives underway related to understanding housing need, defining affordability and incentives.
- ▶ **Section 2: Foundations of the HAP** – Outlines the process to create the HAP as well as key outcomes, guiding principles and a framework for the action plan.
- ▶ **Section 3: Action Plan** – Outlines 26 individual actions, including six high-impact actions, which have been selected to improve access to housing across the Housing Wheelhouse.
- ▶ **Section 4: Monitoring and Implementation** – Outlines the framework for how the City will track HAP progress, measure how well the actions encourage positive changes in the housing sector, and ensure the City follows through on its commitments.
- ▶ **Appendices** – A series of appendices offer greater detail on various aspects of the HAP.

1.1 HOUSING WHEELHOUSE

People’s housing needs change over time. Our housing stock should reflect the diverse needs of Kelowna residents and should not focus exclusively on one housing type.

The City of Kelowna uses the concept of a “Housing Wheelhouse” to understand the housing system, as shown in **Figure 1**. The City designed the circular model to demonstrate the relationship between housing types, and to recognize the interdependence of the housing system – changes in one part of the system affect the other parts. The Wheelhouse promotes equity and inclusion by recognizing that people move across segments of the Wheelhouse throughout their lives and that home ownership is not the end goal for all residents. For this reason, the Housing Wheelhouse recognizes that our housing stock needs to reflect the diverse needs of Kelowna residents and should not focus exclusively on market housing.

The Housing Wheelhouse is used throughout the HAP as a foundation for defining housing categories and as an organizing element to demonstrate the diversity of housing required for a community.

EMERGENCY SHELTER

Non-profit providers offer temporary shelter, food, and other supportive services.



OWNERSHIP HOUSING

Home ownership can be fee simple, strata ownership or shared equity (ie. mobile home park, cooperatives) and includes multi-unit and single detached housing.



RENTAL HOUSING

Primary market: 5+ purpose built units constructed for the purpose of long-term rental tenure, typically in apartments or townhomes

Secondary market: private housing also contributes to the rental market and can include many forms of housing such as apartments, townhomes, secondary suites, carriage homes and single-family dwellings.



SUPPORTIVE HOUSING

Non-profit and other housing providers offer stable housing that may be short-term or long-term.

Supports and services are aligned with residents' needs and may include physical, cognitive, and financial supports. Level of support also varies, ranging from low support, to minor support, such as assisted living, to full support, such as residential care.



EMERGENCY SHELTER



OWNERSHIP HOUSING



RENTAL HOUSING



SUPPORTIVE HOUSING

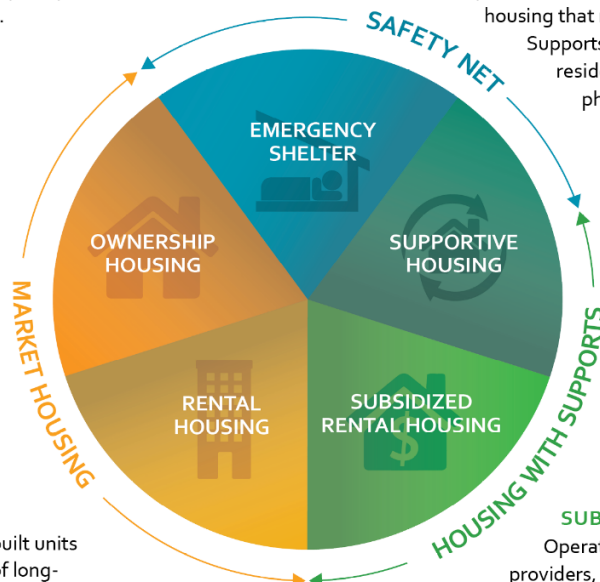


SUBSIDIZED RENTAL HOUSING



SUBSIDIZED RENTAL HOUSING

Operated by non-profit housing providers, BC Housing and cooperatives. These organizations provide subsidized rents through a) monthly government subsidies or b) one time government capital grants for low to moderate income households.



= supportive services = financial support

Figure 1. The Housing Wheelhouse

1.2 FEDERAL AND PROVINCIAL POLICY CONTEXT

Federal Housing Action

Canada's National Housing Strategy (NHS) is a comprehensive 10-year plan, initiated in 2017, with an investment exceeding \$82 billion aimed at addressing housing challenges across the country. The strategy focuses on providing funding to support creating new housing supply, modernizing existing housing, and providing resources for community housing providers. The strategy also aims to cut chronic homelessness in half and improve housing outcomes for those in greatest need.

In 2023, the Federal Government announced the Housing Accelerator Fund (HAF). Communities across Canada, including Kelowna, submitted applications for funding in exchange for committing to projects aimed at accelerating housing development and fostering more affordable, diverse, and climate-resilient communities. Kelowna was among the successful recipients and entered into an agreement with the Government of Canada to receive up to \$31.5 million to remove barriers to housing construction. The City committed to implementing seven actions as part of these efforts which are included in the 26 actions as indicated in **Section 3.0**.

Provincial Housing Action

The Province of BC has made several significant legislative changes targeting the development of multi-family housing and increase in the overall supply of housing across the province.

Bill 16 – 2024: Housing Statutes Amendment Act

Bill 16 introduced new local government powers for inclusionary zoning, density bonus updates, tenant protection bylaws, and expanded works and services and transportation demand management authorities. The purpose of the bill is to support proactive planning to build additional housing, including affordable housing.

Bill 35 – 2023: Short-Term Rental Accommodations Act

Bill 35 was introduced to regulate short-term rentals of less than 90 days. It mandates hosts and platform service providers to register, limits rentals to principal residences with certain exceptions, and enhances local government enforcement. The Act also creates provincial oversight and provisions for information sharing to improve regulation and return short-term rentals to the long-term market.

Bill 44 – 2023: Housing Statutes (Residential Development) Amendment Act, 2023

Bill 44 increased the allowable density across Kelowna’s neighbourhoods and other communities in BC. Specifically, it increased the minimum densities in many single-family neighbourhoods, including requiring cities to allow:

- ▶ A minimum of one secondary suite and/or ADU on all single-family and duplex lots,
- ▶ A minimum of three to four units per single-family and duplex lots, and
- ▶ A minimum of six units per single-family and duplex lots near transit stops with frequent service.

Bill 46 – 2023: Housing Statutes (Development Financing) Amendment Act

Bill 46 introduced changes to how municipalities can collect development charges, including expanding the types of projects municipalities can collect on and pay for through Development Cost Charges (DCCs). It also introduced a new tool to allow municipalities to levy Amenity Cost Charges (ACCs). ACCs will function similarly to DCCs and formalize the charges to fund amenities.

Bill 47 – 2023: Housing Statutes (Transit-Oriented Areas) Amendment Act

Bill 47 increases the minimum allowable densities and removes minimum parking requirements near rapid transit stations and bus exchanges, specifically for parcels zoned residential. This led to the creation of four transit-oriented areas (TOAs) in Kelowna, which are Rutland Transit Exchange, Hospital Transit Exchange, Okanagan College Transit Exchange, and Orchard Park Mall.

BC Building Code Updates

Recent updates to the BC Building Code include changes to improve housing accessibility and construction efficiency:

- ▶ **Single Stair Egress:** New provisions now allow buildings up to six storeys to be constructed with a single stair egress, reducing construction costs while maintaining safety with enhanced fire control measures.
- ▶ **Accessible Units:** The updated code mandates a minimum percentage of new residential units in multi-family buildings be accessible for people with disabilities. Requirements include wider doorways, step-free entrances, and adaptable bathroom and kitchen features, increasing housing availability for residents with mobility challenges and promoting inclusivity in new developments.

Housing Targets

In June 2024, the Province released housing targets orders for nine communities as part of the second cohort of municipalities through the Housing Supply Act, including Kelowna. Kelowna’s target is to build 8,774 housing units over the next five years, meeting 75% of the Province’s estimated need for the city. These targets, listed below, provide specific guidelines for the size of units, types of tenure, affordability, and supportive housing with on-site services:

- ▶ **Unit Size:** 5,326 studio/one-bedroom units, 1,640 two-bedroom units, and 1,807 three-bedroom units
- ▶ **Tenure:** 5,921 rental units and 2,853 ownership units
- ▶ **Rental Affordability:** 3,321 below-market rental units and 2,600 market rental units
- ▶ **Supportive Rental Units for People to Transition Out of Homelessness:** 150 units with on-site supports

The City keeps track of its progress by evaluating housing development, policy actions, initiatives, innovative approaches, and partnerships to create the conditions required to expand housing supply. This action plan outlines the steps the City will take to meet these targets.

Collaboration to Address Homelessness

In 2024, the Federal Ministry of Housing, Infrastructure and Communities, the Provincial Ministry of Housing and BC Housing established a shared vision and goals to improve outcomes for people experiencing or at-risk of homelessness. The three goals are:

- ▶ **Integrated local governance** to support transparent, accountable and responsive decision-making for the homeless-serving system.
- ▶ **A Coordinated Access process** that prevents and reduces homelessness through collaborative and comprehensive service delivery.
- ▶ **Data-driven approaches** to decision-making at all levels – from client-level service plans to broader system-level strategic plans. This newly aligned policy context positions the City and its partners to achieve a more effective local homelessness response.

1.3 ROLE OF THE CITY

Housing is one of the most pressing issues facing our community, and it is also one of the most complex. While the need for safe, affordable housing is felt locally, the forces shaping housing outcomes extend beyond the City’s control. Broader economic trends, **national and provincial policies**, and market dynamics all play a role in shaping what happens in Kelowna. Because of this, the City’s ability to respond to housing challenges falls into three key areas: Direct Action, Collaboration and Advocacy, and Monitoring and Responding.

- ▶ Direct Action includes tools and processes controlled entirely by the City, like local policies, zoning decisions, and housing project investments. These are areas where the City can independently shape housing outcomes.
- ▶ Collaboration and Advocacy refers to situations where the City needs to work with others or push for changes outside its direct authority. This could involve partnering with non-profits, developers, and other levels of government to create new housing or advocating for policies that support housing affordability and supply.
- ▶ Monitoring and Responding involves keeping an eye on broader trends and challenges affecting the housing system. The City tracks these changes and adapts its approach to respond to emerging issues, such as shifts in the economy or new housing demands.

This framework clarifies what the City can do on its own, areas for collaboration, and where it must stay responsive to larger forces. Understanding these roles is essential for creating a realistic, targeted, and effective Housing Action Plan. As shown in **Figure 2**, recognizing this structural reality is key to defining where and how the City can act to achieve the housing outcomes our community needs.



Figure 2. Roles in the Housing System

How the City has Taken Direct Action

Since the previous housing strategies (Healthy Housing Strategy and Journey Home Strategy) were developed, the City has taken bold and innovative action to improve the housing landscape in Kelowna. These actions include:

Supporting Housing Development

- ▶ Developed short-term rental bylaws to address the impact to the rental market;
- ▶ Increased the annual grant program to offset Development Cost Charges for non-market, purpose-built affordable rental housing;
- ▶ Developed a Rental Housing Inventory that provides data to the City and the community to support the protection of the existing rental stock;
- ▶ Revised the tax incentive program, allowing purpose-built rental housing projects to apply for the tax exemption anytime;
- ▶ Expanded the Housing Opportunities Reserve Fund (HORF) to support affordable housing projects
- ▶ Implemented Energy Step Code for Part 3 buildings;
- ▶ Reduced parking requirements for infill and affordable housing forms and incorporated more flexible options to meet parking requirements that support car-sharing;
- ▶ Introduced the Middle Income Housing Partnership (MIHP) to support more middle income housing options; and,
- ▶ Advocated to the Province and BC Housing to advance the 176-unit Bertram Affordable Housing project.

Improving Long-Range Planning

- ▶ Developed the Official Community Plan (OCP) 2040 and the Transportation Master Plans in tandem to ensure that land use and transportation were aligned;

- ▶ Developed OCP policies to encourage accessible and welcoming spaces; and,
- ▶ Supported the Regional District of Central Okanagan to complete a Regional Housing Needs Assessment.

Enhancing Community Supports

- ▶ Mobilized partners and funders to develop 318 units of supportive housing;
- ▶ Collaborated with the Province to deliver up to 180 units of rapid safety net housing through the HEART and HEARTH program;
- ▶ Established collaborative tables to enhance support for people experiencing homelessness through coordinated outreach and transitions to shelter and housing;
- ▶ Developed innovative solutions for information management, access and data analysis, resulting in real-time data to better understand community needs related to homelessness;
- ▶ Provided support and funding to the Lived Experience Circle on Homelessness (LECoH) and included the group in planning, policy and implementation discussions on safety net and housing with supports;
- ▶ Launched a public awareness campaign with LECoH to address stigma;
- ▶ Developed an accessible resource guide for those at risk of or experiencing homelessness; and,
- ▶ Worked with Provincial ministries and social-serving organizations to address avoidable discharges from hospital or other institutions into homelessness.

In addition to these actions, HAF funding supports seven initiatives focusing on supporting infill housing, restructuring existing incentives to encourage housing development, supporting higher-density development along rapid transit corridors, making city-owned lands available for affordable housing development in partnership with non-profits, and expanding the use of technology to streamline the development application process. These actions are integrated into the Housing Action Plan (see **Section 3**).

Housing Needs Report

In 2024, the City of Kelowna completed its Interim Housing Needs Report to comply with new Provincial legislation. Under this legislation, the City had to replace its existing estimates of current and future housing needs with new five- and 20-year housing need calculations using a standardized methodology mandated by the Province (the HNRM calculation). The HNRM calculation estimates the City will need **13,863 housing units in the next five years** and **44,571 housing units in the next 20 years**. More information about the Interim Housing Needs Report can be found [here](#).

While the Interim Housing Needs Report replaced the City's housing needs estimates, the key findings from the 2023 HNA still reflect the needs of the community. These key findings include:

- ▶ Low-income renters and priority groups are disproportionately affected by challenges across the Housing Wheelhouse; housing affordability and availability are key drivers of homelessness.
- ▶ Kelowna's population has grown faster than expected, placing further pressure on housing affordability; this trend is likely to continue.
- ▶ The City has demonstrated that housing approvals can move quickly enough to meet community need; however, the pace of housing construction needs to increase.
- ▶ Kelowna has a major shortage of subsidized rental housing; the community needs a tenfold increase in the delivery of subsidized rental housing annually, requiring unprecedented collaboration and partnership.
- ▶ Approximately two thirds of subsidized housing that is needed could be accommodated on existing public and non-profit lands.
- ▶ Additional supportive housing is needed, and emergency shelter space will be necessary at least in the short-term.

- ▶ A historic amount of market rental housing has been built since 2016, with more on the way; we need to keep up the pace considering nearly half of new households will be renters.
- ▶ The overall level of ownership housing construction is on-track; further action is required to increase the diversity of housing types and price points.

The 2024 Interim Housing Needs Report and the 2023 Housing Needs Assessment provide the data and context needed to develop and prioritize the actions in this Housing Action Plan.

Defining Affordability

The City of Kelowna has developed a new definition of affordability to better reflect local conditions (see **Table 1**). This definition breaks down affordability into four categories based on the percentage of Kelowna’s median household income (MHI), as determined by the Census every five years:

- ▶ Deeply Affordable
- ▶ Moderate Income
- ▶ Middle Income
- ▶ Market

By defining various affordability levels, the City can clarify its expectations for developers and guide internal initiatives supporting affordable housing, such as the density bonusing review and Rental Housing Grants program. Kelowna will use this definition to address housing affordability comprehensively.

	AFFORDABLE HOUSING			MARKET HOUSING
	Deeply Affordable	Moderate Income	Middle Income	
% OF MEDIAN HOUSEHOLD INCOME (MHI)	Up to 49% of MHI	50–79% of MHI	80–119% of MHI	120% MHI and over
HOUSING TYPES	Deeply subsidized rental	Affordable rental	Near-market rental Affordable ownership	Affordable ownership Market ownership Market rental
WHEELHOUSE FOCUS AREA	Safety Net Housing with Supports	Housing with Supports	Housing with Supports Market Housing	Market Housing

Table 1: Kelowna's Categories of Affordability

Based on the 2024 median household income (MHI) in Kelowna of \$95,155, **Table 2** breaks down the maximum affordable monthly housing costs by affordability categories and income ranges.

	AFFORDABLE HOUSING			MARKET HOUSING
	Deeply Affordable	Moderate Income	Middle Income	
INCOME RANGE (% OF MHI)	Up to 49% of MHI	50–79% of MHI	80–119% of MHI	120% MHI and over
MAX. MONTHLY HOUSING COST	Up to \$1,166	\$1,167–\$1,879	\$1,880–\$2,830	Over \$2,830

Table 2: Monthly Housing Costs based on Affordability Category

Affordability and Incentives

The City of Kelowna recently conducted a thorough review of its housing incentive programs to determine the most effective tools for boosting housing development. This review included a financial analysis and consultations with both market and non-market housing developers to ensure the accuracy of the modeling and the viability of the proposed recommendations. **Table 3**, below, highlights the incentive tools applicable to each housing affordability category.

AFFORDABLE HOUSING			MARKET HOUSING
Deeply Affordable <ul style="list-style-type: none"> Up to 49% MHI Deeply subsidized Rental 	Moderate Income <ul style="list-style-type: none"> 50 to 79% MHI Affordable rental 	Middle Income <ul style="list-style-type: none"> 80–119% MHI Near-market rental Affordable ownership 	<ul style="list-style-type: none"> 120% MHI+ Affordable ownership Market ownership Market rental
Financial & Partnership Tools			
Regulatory Tools			

Table 3: Municipal Housing Incentive Tools by Housing Affordability Category.

Through this process, five key recommendations were identified to enhance existing incentive programs and increase the supply of diverse housing types across various neighborhoods:

- ▶ **Recommendation #1:** Retool density bonusing policies by aligning them with current market conditions, consolidating existing policies, and maintaining the focus on cash-in-lieu payments.
- ▶ **Recommendation #2:** Investigate how parking minimums influence the construction and affordability of housing projects.
- ▶ **Recommendation #3:** Continue the practice of pre-zoning, particularly along transit-supportive corridors, to facilitate more efficient development planning.
- ▶ **Recommendation #4:** Extend the minimum affordability period for projects receiving municipal grants or land contributions to ensure long-term affordability.
- ▶ **Recommendation #5:** Expand the rental housing grants program to provide more support for affordable housing initiatives.

These recommendations were essential in shaping the actions outlined in the Housing Action Plan (HAP), ensuring a strategic approach to addressing housing needs in the community.

2.0 Foundations of the Housing Action Plan

2.1 PROCESS TO CREATE HAP

The City took several steps to develop a robust plan, including:

- ▶ Updating the City’s Housing Needs Report to understand current housing needs and challenges
- ▶ Evaluating the City’s current policies, programs and services
- ▶ Researching best and promising practices
- ▶ Aligning and integrating Council priorities
- ▶ Gathering local knowledge through targeted engagement

The major milestones during the development of the Housing Action Plan, shown in **Figure 3**, included the following:

- ▶ **Internal Alignment** – In order to bring together all parts of the housing system into one comprehensive strategy, the team established a strong understanding of shared goals and purpose related to the housing system. This resulted in identifying two long-term outcomes for Kelowna’s housing system as well as a series of guiding principles for action.
- ▶ **Taking Stock** – The team collaborated to explore implementation successes and challenges within the previous two strategies, as well as scanning other municipalities to identify best and promising practices.
- ▶ **Actions Analysis** – Targeted engagement was conducted with both the development sector as well as the social-serving sector through workshops, one-on-one conversations, and the submission of written feedback. This feedback helped to validate proposed actions and to identify additional areas of inquiry, analysis and refinement.
- ▶ **Plan Refinement & Endorsement** – The team iterated and refined the proposed actions and other parts of the plan to develop alignment, understanding and clarity around implementation.

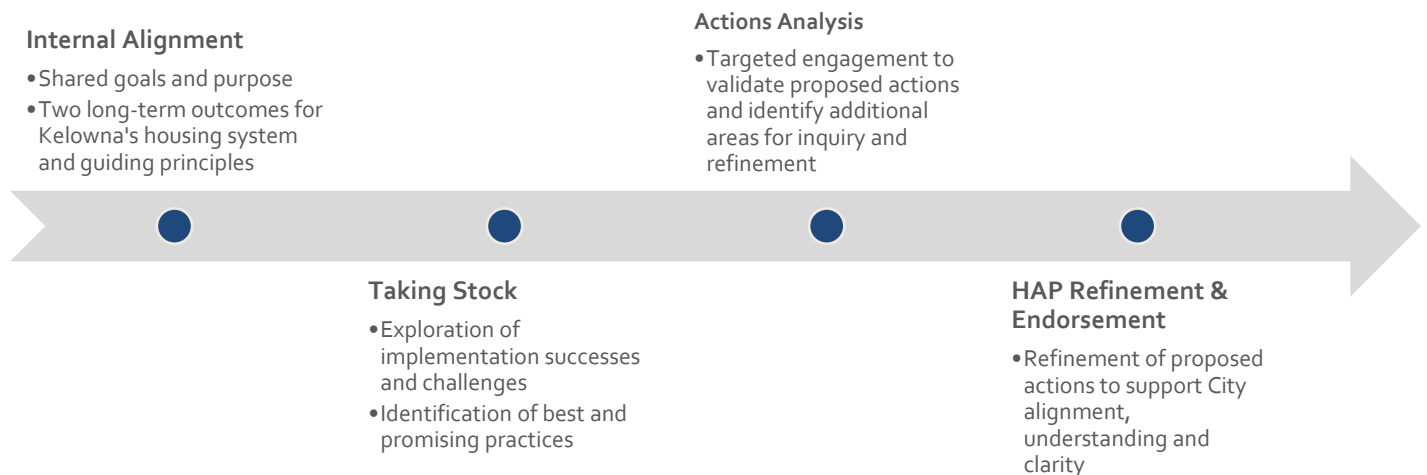


Figure 33. Process to Create the Housing Action Plan.

2.2 HAP FRAMEWORK

The framework that supports the HAP includes the following elements, as illustrated in **Table 4**:

- ▶ **Outcomes:** Two key long-term goals for the City’s housing system. These were developed jointly by the Housing Policy and Programs, and Social Development teams.
- ▶ **Guiding Principles:** Explain how the City will take action to implement the HAP.
- ▶ **Objectives:** How the actions in the Plan are organized and achieve the goals / outcomes of HAP.
- ▶ **Actions:** 26 actions that have been selected to improve access to housing across the Housing Wheelhouse.

OUTCOMES: Long-term goals for the City’s housing system	<ul style="list-style-type: none"> ▶ Ensure residents have access to suitable housing options ▶ Maintain a housing system that adapts to future community needs
GUIDING PRINCIPLES: How the City will mobilize efforts to realize the HAP	<ul style="list-style-type: none"> ▶ Be an active partner, leader and influencer at collaborative and leadership tables ▶ Continually build awareness and understanding with current and future residents about housing and social wellness ▶ Work collaboratively with Indigenous partners, honoring Indigenous culture and embracing Indigenous self-governance and self-determination to develop safe spaces in non-Indigenous organizations to address access barriers in the housing system ▶ Explicitly identify and understand opportunities for the City to positively influence the housing system, while acknowledging and leveraging the roles of other actors in the system ▶ Undertake timely implementation, commensurate with associated resources, of the HAP
OBJECTIVES: How the actions in the HAP are organized	<ul style="list-style-type: none"> ▶ Homelessness in Kelowna is rare, brief, and one-time ▶ Kelowna has a diversity of housing types, tenures, and affordability levels to meet the needs of all community members ▶ Kelowna continues to provide innovative leadership on housing issues ▶ The community’s housing objectives are advanced through collaboration ▶ The City and its partners have clear governance roles for decision-making on complex housing-related issues
ACTIONS	<ul style="list-style-type: none"> ▶ 26 actions, including six high-impact actions which will be prioritized by staff during implementation

Table 4. HAP Framework

Taken together the long-term outcomes, guiding principles, and objectives and actions establish how the City will partner and lead in the implementation of the HAP.

3.0 Action Plan

This section outlines the actions that the City of Kelowna will implement to address the housing challenges faced by the community. This Housing Action Plan builds on the successes and learnings from previous initiatives, including the Healthy Housing Strategy and the Journey Home Strategy, and sets a multi-year direction for meaningful and actionable housing initiatives.

The actions are organized around five objectives:

1. Homelessness in Kelowna is rare, brief, and one-time.
2. Kelowna has a diversity of housing types, tenures, and affordability levels to meet the needs of all community members.
3. Kelowna continues to provide innovative leadership on housing issues.
4. The community's housing objectives are advanced through collaboration.
5. The City and its partners have clear governance roles for decision-making on complex housing-related issues.

These objectives are supported by 26 actions, outlined in the tables below, that have been selected to improve access to housing for people across the Housing Wheelhouse. These actions will happen at different scales and timeframes.

High-Impact Actions

The City understands there are limits to capacity, resources, and time to implement all actions identified in the Housing Action Plan (HAP). To ensure speedy and effective implementation, the City has selected six high-impact actions that staff will prioritize. These actions were selected for their level of impact, the effort required to implement them, and their focus on priority areas of housing need. The six actions are:

- ▶ Improve access to housing and related supports for people experiencing or at risk of homelessness by enhancing communication and collaboration among service providers.
- ▶ Support tenants who are being evicted due to redevelopment.
- ▶ Strengthen the City's Density Bonus program for affordable housing.
- ▶ Reduce municipal charges for affordable housing projects.
- ▶ Ensure parking regulations don't reduce housing supply by driving up development costs.
- ▶ Increase density as-of-right along Transit Supportive Corridors.

1.0 HOMELESSNESS IN KELOWNA IS RARE, BRIEF AND ONE-TIME

Description of Actions: Systems planning, collaboration, and coordination to prevent homelessness and support people experiencing homelessness to access housing and support services.

Actions	Wheelhouse Segment
<p>1.1</p> <p>Collaborate or Advocate</p>	<p>Oversee the roll out of rapid safety net housing to bridge people from shelters to permanent housing.</p> <p>In 2023, the Provincial Ministry of Housing announced the introduction of HEARTH (Homeless Encampment Action Response Temporary Housing) model in Kelowna. HEARTH funding supports communities to develop and operate new emergency housing and shelter options identified in encampment response plans. 120 units are now operational—STEP Place (759 Crowley Avenue) & Trailside (2740 Hwy 97). The 3rd site, with up to 60 additional units, is currently under development.</p> <p>Safety Net</p> <ul style="list-style-type: none"> ▶ Emergency Shelter ▶ Short-Term Supportive Housing
<p>1.2</p> <p>Collaborate or Advocate</p>	<p>Increase the diversity of shelter options.</p> <p>The number of people experiencing homelessness has increased faster than shelter capacity in Kelowna over the last three years. As well, there is a significant shortage of supportive housing in the community, and because housing takes years to build and there is a large existing housing deficit today, there is ongoing need for emergency shelter and rapid safety net housing, particularly in the short term.¹</p> <p>Engagement with service providers and people with lived experience of homelessness reveals gaps in Kelowna’s shelter system related to choice to meet diverse needs, including:</p> <ul style="list-style-type: none"> ▶ Shelters without substance use ▶ Smaller shelters with private spaces and programming ▶ Shelter models that reflect sub-demographic populations (e.g. seniors, people with disabilities, Indigenous people). <p>Safety Net</p> <ul style="list-style-type: none"> ▶ Emergency Shelter ▶ Short-Term Supportive Housing
<p>1.3</p> <p>Collaborate or Advocate</p>	<p>High-Impact Action: Improve access to housing and related supports for people experiencing or at risk of homelessness by enhancing communication and collaboration among service providers.</p> <p>The City is delivering a ‘Coordinated Access System’ to simplify how individuals and families experiencing homelessness access housing and related supports. Supported by the Federal Reaching Home program, this standardized process will enhance communication and coordination among service providers, leading to greater equity, transparency and safety, and allowing people to receive appropriate supports without repeating their story to multiple service providers.</p> <p>The City’s coordinated approach also includes partnership with the Ministry of Housing and BC Housing to implement a new integrated</p> <p>Safety Net</p> <ul style="list-style-type: none"> ▶ Emergency Shelter ▶ Short-Term Supportive Housing <p>Housing with Supports</p> <ul style="list-style-type: none"> ▶ Long-Term Supportive Housing ▶ Subsidized Rental Housing

	<p>team of frontline partners to enhance encampment response, with the goal of preventing homelessness and helping people transition into housing.</p>	
<p>1.4</p> <p>Collaborate or Advocate</p>	<p>Use a unified information management system to better understand how people flow in and out of homelessness.</p> <p>Unified data collection across the safety net and housing with supports system is an integral part of the delivery of the City's Coordinated Access System. Key aspects of this work include:</p> <ul style="list-style-type: none"> ▶ Improving the collection and use of data within a unified information management system ▶ Establishing consistent and broad data sharing agreements across the sector. 	<p>Safety Net</p> <ul style="list-style-type: none"> ▶ Emergency Shelter ▶ Short-Term Supportive Housing <p>Housing with Supports</p> <ul style="list-style-type: none"> ▶ Long-Term Supportive Housing ▶ Subsidized Rental Housing
<p>1.5</p> <p>Collaborate or Advocate</p>	<p>Undertake advance planning for annual extreme weather, climate-related and large-scale operational events (e.g. fires, floods).</p> <p>Recent extreme weather events and disaster responses have revealed opportunities for advance cross-sectoral planning to increase preparedness and reduce the need for crisis response.</p>	<p>Safety Net</p> <ul style="list-style-type: none"> ▶ Emergency Shelter ▶ Short-Term Supportive Housing
<p>1.6</p> <p>Collaborate or Advocate</p>	<p>Explore and implement opportunities to support prevention of housing insecurity and homelessness.</p> <p>Preventative and upstream efforts to address housing insecurity and homelessness will include:</p> <ul style="list-style-type: none"> ▶ Efforts to address the pressures individuals and families face to meet their basic needs ▶ Support for diversion programming and targeted prevention through the early identification of risk factors ▶ Advocacy to improve transitions from discharge systems such as child protection, health and corrections. 	<p>Safety Net</p> <ul style="list-style-type: none"> ▶ Emergency Shelter ▶ Short-Term Supportive Housing <p>Housing with Supports</p> <ul style="list-style-type: none"> ▶ Long-Term Supportive Housing ▶ Subsidized Rental Housing
<p>1.7</p> <p>Direct Action</p>	<p>High-Impact Action: Support tenants who are being evicted due to redevelopment.</p> <p>As Kelowna continues to grow, existing rental buildings may be redeveloped. Redevelopment processes can break-up existing tenant communities and force tenants into an unaffordable rental market, increasing housing insecurity and precarity.</p> <p>The <i>Residential Tenancy Act</i> provides supports and protects the rights of both landlords and tenants. Bill 16, passed in April 2024, gives municipalities new authority to establish stronger tenant protections. Kelowna will introduce measures requiring developers to create tenant relocation plans when redevelopment removes five or more rental units. A bylaw and guidelines will be implemented to protect and support tenants without unreasonably limiting</p>	<p>Safety Net</p> <ul style="list-style-type: none"> ▶ Emergency Shelter ▶ Short-Term Supportive Housing <p>Housing with Supports</p> <ul style="list-style-type: none"> ▶ Long-Term Supportive Housing ▶ Subsidized Rental Housing <p>Market Housing</p> <ul style="list-style-type: none"> ▶ Rental Housing

redevelopment projects that help achieve the community's housing objectives.

2.0 KELOWNA HAS A DIVERSITY OF HOUSING TYPES, TENURES, AND AFFORDABILITY LEVELS TO MEET THE NEEDS OF ALL COMMUNITY MEMBERS

Description of Actions: Incentives, investments, and protections that support housing choice across the Housing Wheelhouse, with a focus on protecting the existing supply of and building more affordable and market rental housing.

Actions	Wheelhouse Segment
<p>2.1</p> <p>Direct Action</p>	<p>Accelerate approvals for affordable housing.</p> <p>The City is working to significantly accelerate approvals for affordable housing projects, building on its success with secondary suites and infill housing. Measures under consideration include internal timeline adjustments, addressing bottlenecks through pre-zoning and expedited approvals, and exploring the delegation of approvals from Council to staff.</p> <p>Wheelhouse Segment:</p> <ul style="list-style-type: none"> Housing with Supports <ul style="list-style-type: none"> ▶ Long-Term Supportive Housing ▶ Subsidized Rental Housing Market Housing <ul style="list-style-type: none"> ▶ Rental Housing ▶ Ownership Housing
<p>2.2</p> <p>Direct Action</p>	<p>High-Impact Action: Strengthen the City's Density Bonusing program for affordable housing.</p> <p>The City is aiming to increase the use of its density bonusing program to secure more community benefits, including affordable housing units or contributions to a reserve fund for affordable housing, in alignment with new provincial requirements. This effort includes a review of the program to ensure it delivers meaningful benefits and is supported by an analysis of the City's development incentives, which will assess the impact of changes to the density bonusing program.</p> <p>In alignment with HAF Initiative 2: Incentives.</p> <p>Wheelhouse Segment:</p> <ul style="list-style-type: none"> Housing with Supports <ul style="list-style-type: none"> ▶ Long-term Supportive Housing ▶ Subsidized Rental Housing Market Housing <ul style="list-style-type: none"> ▶ Rental Housing ▶ Ownership Housing
<p>2.3</p> <p>Direct Action</p>	<p>High-Impact Action: Reduce municipal charges for affordable housing projects.</p> <p>Kelowna's Rental Housing Grant Program offsets Development Cost Charges (DCCs) for affordable rental projects, but the grant amounts vary based on the number of applications each year. The City is considering redesigning the program to use a sliding scale grant based on a project's affordability level and providing more certainty for housing projects. This effort is supported by an analysis of the City's development incentives, including the impact of changes to the grant program.</p> <p>In alignment with HAF Initiative 2: Incentives.</p> <p>Wheelhouse Segment:</p> <ul style="list-style-type: none"> Safety Net <ul style="list-style-type: none"> ▶ Emergency Shelter ▶ Short-Term Supportive Housing Housing with Supports <ul style="list-style-type: none"> ▶ Long-Term Supportive Housing ▶ Subsidized Rental Housing

<p>2.4</p> <p>Direct Action</p>	<p>Revise rental housing tax exemptions.</p> <p>The City of Kelowna provides a 100 percent municipal tax exemption on the “revitalization amount” for ten years for new purpose-built rental housing. This exemption is part of a larger revitalization tax exemption program.</p> <p>The City is considering expanding this exemption to:</p> <ul style="list-style-type: none"> ▶ Include other forms of tenures that support long-term affordability, including co-operative housing; ▶ Include areas of the City outside of the Core Area and Village Centres; and ▶ Include an exemption for land value for affordable housing projects. ▶ Include an exemption for projects that include accessible units and housing with on-site supports. 	<p>Housing with Supports</p> <ul style="list-style-type: none"> ▶ Long-Term Supportive Housing ▶ Subsidized Rental Housing <p>Market Housing</p> <ul style="list-style-type: none"> ▶ Rental Housing
<p>2.5</p> <p>Direct Action</p>	<p>Expand opportunities for secondary suites in townhomes in alignment with BC Building Code.</p> <p>Secondary suites are a useful tool to provide gentle density to established neighbourhoods. They provide rental housing and opportunities for owners to have a mortgage-helper. The City has taken several steps to support the development of secondary suites including a simplified online web portal and materials for homeowners.</p> <p>The City is looking to increase the development of secondary suites by allowing them in all zones that allow townhouses (e.g. MF2 – Townhouse Housing zone).</p> <p>In alignment with HAF Initiative 1: Infill.</p>	<p>Market Housing</p> <ul style="list-style-type: none"> ▶ Rental Housing ▶ Ownership Housing
<p>2.6</p> <p>Direct Action</p>	<p>High-Impact Action: Increase density as-of-right along Transit Supportive Corridors.</p> <p>The City is seeking to permit higher-density residential and mixed-use development along Transit Supportive Corridors (TSCs) in the City’s Core Area. The City is piloting pre-zoning for higher density development along five of the 12 TSCs identified in the Official Community Plan (OCP). This work will take place over the next two years. The primary focus is to allow up to six-storey development as-of-right along these corridors in accordance with OCP policy. Consideration of pre-zoning additional TSCs may occur in the future.</p> <p>In alignment with HAF Initiative 3: Transit Supportive Corridors.</p>	<p>Housing with Supports</p> <ul style="list-style-type: none"> ▶ Long-Term Supportive Housing ▶ Subsidized Rental Housing <p>Market Housing</p> <ul style="list-style-type: none"> ▶ Rental Housing ▶ Ownership Housing
<p>2.7</p>	<p>Invest in infrastructure that supports housing.</p> <p>The City is focused on unlocking housing supply by researching, planning, and investing in infrastructure. Through this work, the City will invest in infrastructure improvements that address infrastructure capacity limits that limit housing development.</p>	<ul style="list-style-type: none"> ▶ All Wheelhouse Segments

Direct Action	<p>The City is also exploring how to partner with developers to expand the impact of required infrastructure improvement projects. Example projects include water system upgrades, stormwater management planning, disaster mitigation, and sewer system upgrades.</p> <p>In alignment with HAF Initiative 6: Infrastructure.</p>	
2.8 Direct Action	<p>High-Impact Action: Ensure parking regulations don't reduce housing supply by driving up development costs.</p> <p>Parking is the largest cost factor in new development, other than the construction of the home itself. Parking requirements for new development can have major impacts on the viability and affordability of new housing. If set too high, parking requirements can reduce the supply of new homes and exacerbate affordability challenges.</p>	<p>Housing with Supports</p> <ul style="list-style-type: none"> ▶ Subsidized Rental Housing <p>Market Housing</p> <ul style="list-style-type: none"> ▶ Rental Housing ▶ Ownership Housing

3.0 KELOWNA CONTINUES TO PROVIDE INNOVATIVE LEADERSHIP ON HOUSING ISSUES

Description of Actions: Exploring ways to make use of new policy tools, supporting innovative construction and development approaches, and continuing research on innovations that will strengthen the City's approach to housing issues.

Actions		Wheelhouse Segment
3.1 Collaborate or Advocate	<p>Work with community partners to prepare systems and policies to support new single-stair building forms being permitted by the Province.</p> <p>The Province has made a significant change to the Building Code, allowing for the construction of single-staircase residential buildings up to six storeys tall, with a maximum of 4 units per floor. This will make it more viable to build this housing form in Kelowna. The City is reviewing its systems and policies to ensure there are no unnecessary barriers to building this form of development.</p>	<ul style="list-style-type: none"> ▶ All Wheelhouse Segments
3.2 Collaborate or Advocate	<p>Work with community partners to prepare systems and processes to support the implementation of recent changes to Provincial accessibility legislation.</p> <p>The Province has updated the BC Building Code to enhance accessibility and mandated the City of Kelowna to establish an accessibility committee and strategy. In response, the City has formed an Accessibility Advisory Committee and is developing an Accessibility Plan to identify and address barriers, with the plan expected to go before Council by the end of 2024. The City is also reviewing housing incentives and development permit in light of the new Building Code changes and will implement any relevant actions from the Accessibility Plan.</p>	<ul style="list-style-type: none"> ▶ All Wheelhouse Segments

<p>3-3</p> <p>Direct Action</p>	<p>Explore affordable ownership through a feasibility study for a shared equity project.</p> <p>Shared equity housing is an innovative homeownership model where property equity is shared between the homebuyer and another entity, making housing more affordable and maintaining long-term affordability through resale restrictions. The City will explore this and other affordable homeownership models, focusing on understanding the necessary governance and administrative requirements before implementing any program.</p>	<p>Market Housing</p> <ul style="list-style-type: none"> ▶ Ownership Housing
<p>3-4</p> <p>Monitor or Respond</p>	<p>Invest in technological solutions, including data management, related to housing.</p> <p>The City is using technology to speed up housing approvals, improve certainty in the process, and support evidence-based decisions. This includes developing an online building permit application system, exploring the use of Artificial Intelligence for reviewing housing applications, and optimizing the collection and management of housing-related data.</p> <p>In alignment with HAF Initiative 7: Data & Technology.</p>	<ul style="list-style-type: none"> ▶ All Wheelhouse Segments

4.0 THE COMMUNITY'S HOUSING OBJECTIVES ARE ADVANCED THROUGH COLLABORATION

Description of Actions: Developing communications and advocacy strategies to complement the other actions identified in this Action Plan.

Actions		Wheelhouse Segment
<p>4.1</p> <p>Collaborate or Advocate</p>	<p>Advocate for and support the development of integrated healthcare and housing options.</p> <p>Advancing integrated healthcare and housing options is crucial for addressing the interconnected needs of vulnerable populations. This approach acknowledges that housing is a fundamental base for stability, but housing alone cannot provide stability for many vulnerable populations. Integrating healthcare and housing options can be more cost-effective, produce better health outcomes, improve housing stability, and promote overall well-being (e.g. Complex Care).</p> <p>Integrating healthcare and housing options will be led by social and health sectors. The City's role is to advocate to other levels of government to ensure local organizations have the capacity and resources to advance this work.</p>	<p>Safety Net</p> <ul style="list-style-type: none"> ▶ Emergency Shelter ▶ Short-Term Supportive Housing <p>Housing with Supports</p> <ul style="list-style-type: none"> ▶ Long-Term Supportive Housing ▶ Subsidized Rental Housing
<p>4.2</p>	<p>Continue to advocate for other levels of government to help address local housing needs.</p>	<ul style="list-style-type: none"> ▶ All Wheelhouse Segments

Collaborate or Advocate	<p>As housing needs grow, the City faces key barriers requiring senior government support. Immediate challenges include a \$388 million infrastructure deficit over the next 10 years, as identified in the 2030 Infrastructure Plan, and limitations in internal and local industry capacity for delivering new housing and infrastructure. The City will continue to advocate for provincial and federal support to address these issues and build capacity for housing development.</p>	
<p>4-3</p> <p>Monitor or Respond</p>	<p>Review policies and procedures to ensure they support the use of innovative construction approaches (e.g. modular housing).</p> <p>The City is regularly reviewing new and innovative solutions to address the community's housing needs. Modular housing is one solution that could help produce housing faster, cheaper, and with a lower environmental footprint. As this innovation becomes more feasible in the market, the City is committed to regularly reviewing its policies to ensure there are no undue barriers to supporting modular housing and other innovative construction methods.</p>	<ul style="list-style-type: none"> ▶ All Wheelhouse Segments
<p>4-4</p> <p>Collaborate or Advocate</p>	<p>Coordinate with regional partners to align housing policies, regulations and procedures.</p> <p>Alignment among other levels of governments and regional partners reduces complexity for housing developers. As the City implements new actions, it will need to ensure its new direction will not add unnecessary complications for partners trying to align their projects with other levels of government funding programs and build projects in other parts of the region.</p> <p>The City will continually review its policies to ensure they are aligned with other-level government supports and regulations and meet regularly with regional partners to discuss the alignment of policies, regulations, and procedures.</p>	<ul style="list-style-type: none"> ▶ All Wheelhouse Segments
<p>4-5</p> <p>Direct Action</p>	<p>Leverage City-owned land to support affordable housing.</p> <p>The City aims to expand and accelerate affordable housing by using City-owned land and forming new partnerships. This includes acquiring land for affordable projects, implementing the Middle-Income Partnership with three initial sites, supporting BC Builds Projects, and continuing support for BC Housing's Community Housing Fund projects.</p> <p>In alignment with HAF Initiatives 4 & 5: Land Acquisition and Partnerships.</p>	<p>Safety Net</p> <ul style="list-style-type: none"> ▶ Emergency Shelter ▶ Short-Term Supportive Housing <p>Housing with Supports</p> <ul style="list-style-type: none"> ▶ Long-Term Supportive Housing ▶ Subsidized Rental Housing <p>Market Housing</p> <ul style="list-style-type: none"> ▶ Rental Housing

5.0 THE CITY AND ITS PARTNERS HAVE CLEAR GOVERNANCE ROLES FOR DECISION-MAKING ON COMPLEX HOUSING-RELATED ISSUES

Description of Actions: Working with partners to define clear roles for collective action, with a specific focus on addressing health and social service issues, developing affordable and missing middle income housing, and supporting alternative forms of housing tenure.

Actions	Wheelhouse Segment
<p>5.1</p> <p>Collaborate or Advocate</p>	<p>Identify and establish appropriate governance structures between the City, housing, health, social services providers and Indigenous partners that supports alignment on actions, shared decision-making, accountability, and measurement of safety net and supportive housing.</p> <p>As a first step in this work, the City will be undertaking engagement with the development sector, social sector, and senior leadership and Council at the City. This engagement will be used to determine the direction of the governance structure.</p> <p>Early discussions with the social sector have highlighted opportunities such as a collaboration table that would bring together leaders from across the community to focus on social development. Before a structure can be determined, the City will undertake engagement with key interested and affected parties to determine shared objectives and identify potential structures.</p>
<p>5.2</p> <p>Monitor or Respond</p>	<p>Determine Kelowna’s governance role in promoting a range of alternative forms of tenure (e.g. co-op, affordable ownership, etc.).</p> <p>The City of Kelowna is exploring its role in promoting alternative housing models, such as co-ops and shared equity housing, which could address local housing challenges. To develop successful initiatives, the City will first assess its capacity to support these models and engage relevant voices to ensure effective implementation.</p>

4.0 Monitoring and Implementation

The City has established a monitoring framework designed to ensure that these actions accomplish the intended outcomes while aligning with the City's progress reporting and performance measurement objectives. This framework will track progress, measure how well the actions encourage positive changes in the housing sector, and ensure accountability related to identified commitments.

The monitoring framework uses a three-tier approach:

- ▶ **Tier One: Outcomes** – Monitors the long-term outcomes for the City's housing system, which will be impacted by the City's direct action as well as external factors outside of the City's direct control. This tier looks at the current supply and demand for housing and how they are changing. It also tracks how many people are experiencing homelessness in the community and how this population and their needs are changing.
- ▶ **Tier Two: Process Objectives** – Focuses on how the City is mobilizing efforts and influencing behavior in the housing sector through innovation, collaboration, and governance. This tier focuses on how the City works internally and with partners across the housing system.
- ▶ **Tier Three: Accountability** – Monitors whether the City is delivering on its commitments. This helps identify where progress is being made and raises important questions if certain actions are not being pursued.

This framework emphasizes the importance of focusing on outcomes rather than exclusively on the implementation of individual actions. By incorporating key findings from the 2023 HNA and BC Stats growth projections, the City can set housing goals that are well-informed and data-driven. This shift will allow the City to gain deeper insights into the effectiveness of efforts in the housing system and make necessary adjustments to achieve the desired outcomes. By tracking key results and assessing the impact of specific objectives, the City can better understand if the Housing Action Plan is working towards its long-term goals for the housing system. This structured approach aims to help the City support HAP implementation through continuous improvement, adaptation, and transparency.

The full monitoring framework can be found in **Appendix B**.

5.0 Appendices

6.0 Appendix A: Case Studies

When developing the Housing Action Plan, the City reviewed best and promising practices both across Canada and internationally. This review helped Kelowna understand the potential opportunities to innovate within the local housing system. Kelowna has opted to favor incentive-based actions rather than requirement-based approaches in the development of the HAP. This strategic choice aims to encourage voluntary compliance and foster a collaborative environment for housing development. The following case studies provide a short description of some practices that helped inform the development of the 26 actions and the identification of the six high-impact actions.

Tenant Protection Policy – City of Burnaby

In May 2015, the City of Burnaby adopted a Tenant Assistance Policy to guide and support tenants who need to relocate due to redevelopment. This policy informs both applicants and tenants about the City's expectations and ensures that tenants receive appropriate resources during their move. The policy builds on the protections of the Residential Tenancy Act, including additional notice, rent compensation, moving cost assistance, relocation information, and an opportunity for rental or purchase of an available unit in the new development. Before this policy, the City requested that developers create a plan to assist the existing tenants in their relocation efforts on a case-by-case basis. Although the preparation of tenant assistance plans is voluntary under the current policy, applicants have recognized the plans as standard practice to support the City's rezoning process while also addressing the requirements of the Residential Tenancy Act. The City of Burnaby also now requires developers to provide a bond that can cover the required rent compensation for relocated tenants for three years. This bond can be used by the City if a developer defaults during a redevelopment.

Zoning Bylaw Allowances for Secondary Suites in Multi-Family Dwelling Units – City of Burnaby and City of Vancouver

Lock-off units and secondary suites provide flexibility for homeowners and tenants, allowing families to live together across multiple generations and age in place. This concept is supported by various municipalities and policies across Canada. In Burnaby, the Zoning Bylaw permits secondary suites in multiple-family dwelling units at UniverCity near Simon Fraser University. This policy allows for up to four secondary suites on an eligible single-family lot, depending on the zoning district. The minimum lot size requirements vary, with 6,000 sq ft and 49.2 ft width in certain zones, and 3,300 sq ft with different width requirements in others. The City of Vancouver also has guidelines for lock-off units, which are self-contained units smaller than the principal dwelling unit. These units must have direct access to a hallway or corridor and are limited to a maximum size of 29.7 m². Units larger than this are considered secondary suites and must comply with separate regulations.

Delegation of Approving Authority – City of Victoria

The City of Victoria's Fast Track for Affordable Housing policy aims to expedite the creation of non-market affordable rental and non-profit co-operative housing initiatives. All City approvals are now delegated to staff, including development permits and variances. The delegation of approving authority can significantly reduce processing times. The City of Victoria estimates it can cut approximately nine months off current timelines for typical projects. This streamlined process not only accelerates project timelines but also reduces costs and uncertainty for affordable housing providers.

Supporting Co-ops Through Incentive Program – City of Vancouver (Community Housing Incentive Program)

The City of Vancouver's Community Housing Incentive Program (CHIP) provides grants for the construction of non-profit or co-op housing projects. The grants are funded through the Empty Homes Tax and the City's capital budget. CHIP replaces the Housing Infrastructure Grant Program, which enabled the creation of almost 800 non-market homes from 2015–2018. Since becoming the CHIP program in 2019, another 800 units of non-market affordable housing have been created through over \$32 million worth of grants approved. Funding allocations are based on the projected number of

units and affordability, with maximum amounts capped at \$100,000 for 2- and 3-bedroom units. Grants are based on the level of affordability and the number of units that are family-sized.

Rental Replacement Requirements – Cities of Burnaby, Langley, New Westminster, Surrey, Vancouver, and White Rock

Burnaby, Langley, New Westminster, Surrey, Vancouver, and White Rock all require a minimum of one-to-one replacement of rental units, with some exceptions. Some communities have additional requirements on top of the one-to-one replacement, detailed below:

- Burnaby: Existing tenants are able to return to the new replacement units, by way of a tenant's right of first refusal. Rents must be at the same rent levels, adjusted for permitted Residential Tenancy Act rent increases.
- Langley City: Replacement of units must be secured with a Housing Agreement.
- Richmond: Replacement units must be of the same number of bedrooms as the unit being replaced, and there must be the same number of ground-oriented homes as the units being replaced.
- White Rock: The average unit size of the replacement units must be at least 80% that of the units being replaced.

Residential Rental Tenure Zoning to Support New Purpose-Built Rental Housing – City of Vancouver

The City of Vancouver is exploring ways to use Residential Rental Tenure Zoning (RRTZ) to encourage the development of purpose-built rental housing up to six storeys in the Broadway Corridor, Grandview-Woodland, Cambie Corridor, Marpole, and Joyce-Collingwood. The idea is to streamline the development process and eliminate the need for rezoning to make rental housing projects a more attractive option for developers. The City of Vancouver has applied a pre-zoning approach for rental tenure, allowing low- and mid-rise rental buildings in C2 commercial districts on arterial streets. This allows purpose-built rental projects to bypass the rezoning process, which requires time and resources from both the City and the developer. This policy allows additional height up to six storeys pre-zoned if the development meets specific affordability, energy efficiency, and mixed-use requirements. The City also extended pre-zoning of rental buildings on low-density residential zoning along arterial roads (up to six storeys) and on streets immediately off a side or arterial street (up to four storeys).

7.0 Appendix B: Monitoring and Implementation Methodology

The City’s monitoring and implementation framework will track progress, measure how well the actions encourage positive changes in the housing sector, and ensure the City follows through on its commitments. The framework uses a three-tier approach:

- **Tier One: Outcomes** – Monitors the long-term outcomes for the City’s housing system, which will be impacted by the City’s direct action as well as external factors outside of the City’s direct control. This tier looks at the current supply and demand for housing and how they are changing. This tier also tracks how many people are experiencing homelessness in the community and how this population and their needs are changing.
- **Tier Two: Process Objectives** – Focuses on how the City is mobilizing efforts and influencing behavior in the housing sector through innovation, collaboration, and governance. This tier focuses on how the City works internally and with partners across the housing system.
- **Tier Three: Accountability** – Monitors whether the City is delivering on its commitments. This helps identify where progress is being made and raises important questions if certain actions are not being pursued.

7.1 TIER 1 – OUTCOMES

Tier 1 focuses on tracking indicators that address outcomes of the housing system. Many of these indicators will be covered by the City’s five-year Housing Needs Report, but these indicators will be reported on more frequently when data is available. **Table 5** below outlines the initial list of indicators the City will track. This list may evolve as new sources of data are introduced and updated.

Table 5. Tier 1 Indicators

Indicators	Data Source(s)	Baseline(s) and Target(s)
HOUSING SUPPLY		
New Housing Supply <ul style="list-style-type: none"> ▶ By structure type ▶ By bedroom number ▶ By tenure ▶ By market vs non-market (For non-market, include priority populations) 	Internal development data	Baseline: 5-year average, 10-year average Targets: Housing Target Order, 5-year and 20-year housing need determined by HNR methodology
Overall Supply <ul style="list-style-type: none"> ▶ By structure type ▶ By bedroom number ▶ By tenure ▶ By market vs non-market (For non-market, include priority populations) 	Structure type/tenure: Census data, CMHC Rental market survey, internal data Bedroom Number (rental): CMHC Rental market survey Non-market: BC Housing and internal data	Baseline: 2021 Census
Rental Price	CMHC and/or Environics	Baseline: 2023 average
Average Sales Price <ul style="list-style-type: none"> ▶ By structure type ▶ By bedroom number 	BC Assessment or Real Estate Board	Baseline: 2023 average

HOUSING DEMAND		
5-Year and 20-Year Housing Need	Provincial HNR methodology	
Rental Vacancy (different data source/time period for Provincial methodology)	KNEW Research / CMHC	Baseline: 2023 average Target: 3%–5%
BC Housing Waitlist	BC Housing	Baseline: 2023 count
Population Change	Census data (every five years) and BC Stats estimates (between Census years)	Baseline: 2021 Census count
HOMELESSNESS		
Built for Zero Scorecards *This data is not yet available*		
Number of Individuals Experiencing Homelessness	Point-in-Time Count, Provincial Integrated Data Project (IDP) data estimate	Baseline: 2024 Point-in-Time Count ⁷
Number and percentage of individuals transitioning from HEARTH sites either to market housing or housing with supports	Reported from local social-serving organizations	To establish
Chronicity – Length of time and number of times experiencing homelessness	Point-in-Time Count	Baseline: 2024 Point-in-Time Count
Top Reasons for Housing Insecurity	Point-in-Time Count	Baseline: 2024 Point-in-Time Count

7.2 TIER 2 – PROCESS OBJECTIVES

Tier 2 focuses on qualitative indicators to effectively track, analyze, and learn about the City's efforts to foster innovation, collaboration, and sound governance processes in the housing sector as outlined in **Figure 4**. Currently, there is a lack of detailed local data to effectively measure them. These indicators will require work from the City to establish data, collection cycles, and analysis methods. Once better data is established, the City will be able to create initial baselines and eventual targets for this specific portion of the Housing Action Plan's overall indicator framework.

The City will initially track these indicators using a survey which will be disseminated semi-regularly to understand how the City's work is impacting the local housing system. This survey will be targeted to local developers, local non-profit housing providers, local social-serving organizations. The figure on the following page outlines the focus of this survey.

⁷ Central Okanagan Foundation. "Point-in-Time Count 2024". Anticipated publication Spring 2025, Accessed January 20, 2025. <https://www.centralokanaganfoundation.org/reaching-home/>.

INNOVATION

- Learning and Adaptation
- Technology
- Introduction of New and Relevant Approaches/Models
- Barriers to Utilizing City Incentives
- Impact of City Incentives on Construction Speed
- Deferred Payment Program and Affordable Housing
- Confidence and Support from City Incentive Programs

COLLABORATION

- Inclusivity and Representation in Collaboration
- Quality of Inter-Sector Communication
- Trust and Relationship Building
- Shared Goals and Vision
- Adaptability and Flexibility in Collaborative Approaches

GOVERNANCE

- Perceived Legitimacy and Trust in Governance
- Accountability for Outcomes

Figure 4. Qualitative Indicator Area

7.3 TIER 3 – ACCOUNTABILITY FOCUSED

Tier 3 provides insights into the City's adherence to this Action Plan by monitoring the implementation of the individual actions. This approach will help the City track how well it is following through on its commitments and identify any reasons for delays or non-implementation of specific actions. The City will track the progress of individual actions and report on whether an action is in progress, in progress (on time), in progress (delayed), not started, or cancelled. The City may also establish individual indicators for an action to help track its implementation and effectiveness.



City of
Kelowna

Housing Action Plan Final Report

January 2025

Purpose



To endorse the Housing Action Plan Final Report.



To direct staff to advance the objectives and actions of the Housing Action Plan.

Background & Context



**3,750-5,000
units**

Kelowna's existing housing deficit



3.7 per cent

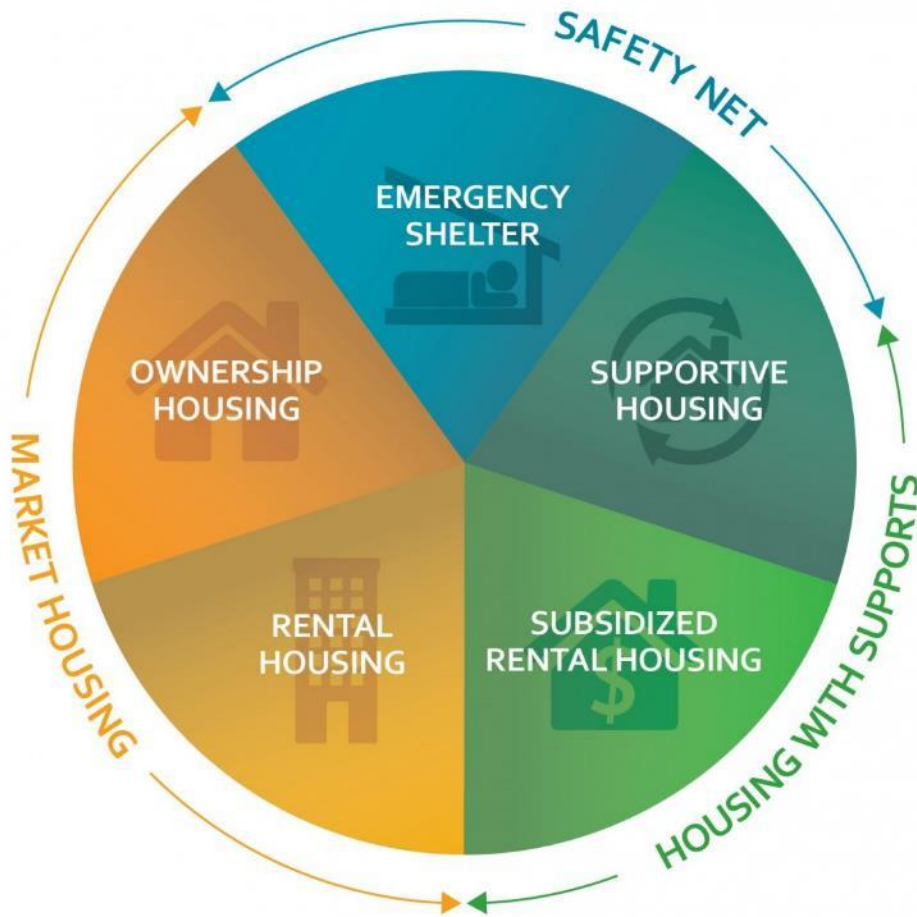
2024 vacancy rate, up from 1% in 2023



\$743,000

Average home sale price

Integrated Approach



- ▶ Housing Wheelhouse acknowledges interconnectedness of housing system.
- ▶ Insufficient market housing and housing with supports contributes to increased reliance on safety net.
- ▶ Cohesive and coordinated action is required across the Wheelhouse.

Building the Plan



- ▶ Builds on past and ongoing City efforts in housing and social development.
- ▶ Responds to federal, provincial and local initiatives.
- ▶ Integrates local knowledge and expertise.

Key Outcomes & Objectives

▶ Two key outcomes:



Ensure residents have access to suitable housing options.



Maintain a housing system that adapts to future community needs.

Key Outcomes & Objectives

► To achieve key outcomes, five objectives have been identified:

1. Homelessness is rare, brief and one-time.
2. Kelowna has a diversity of housing types, tenures, and affordability levels to meet the needs of all community members.
3. Kelowna continues to provide innovative leadership on housing issues.
4. The community's housing objectives are advanced through collaboration.
5. The City and its partners establish clear roles for decision-making on complex housing related issues.

Previous Council Resolution

November 4, 2024:

THAT Council receives for information the report from the Housing Policy and Programs and Social Development Departments, dated November 4, 2024, regarding the Housing Action Plan Interim Report;

AND THAT Council directs Staff to further explore and report back on the draft objectives of the Housing Action Plan as described in the report from the Housing Policy and Programs and Social Development Departments, dated November 4, 2024.

High-Impact Actions

- ▶ Six high-impact actions prioritized to facilitate swift and effective implementation.
- ▶ One **new** high-impact action added.

Improve access to housing and related supports for people experiencing or at risk of homelessness by enhancing communication and collaboration among services providers.

Support tenants facing eviction due to redevelopment

Strengthen the City's incentives for affordable housing.

Reduce municipal charges for affordable housing projects.

Ensure minimum parking regulations don't reduce housing affordability by driving up development costs.

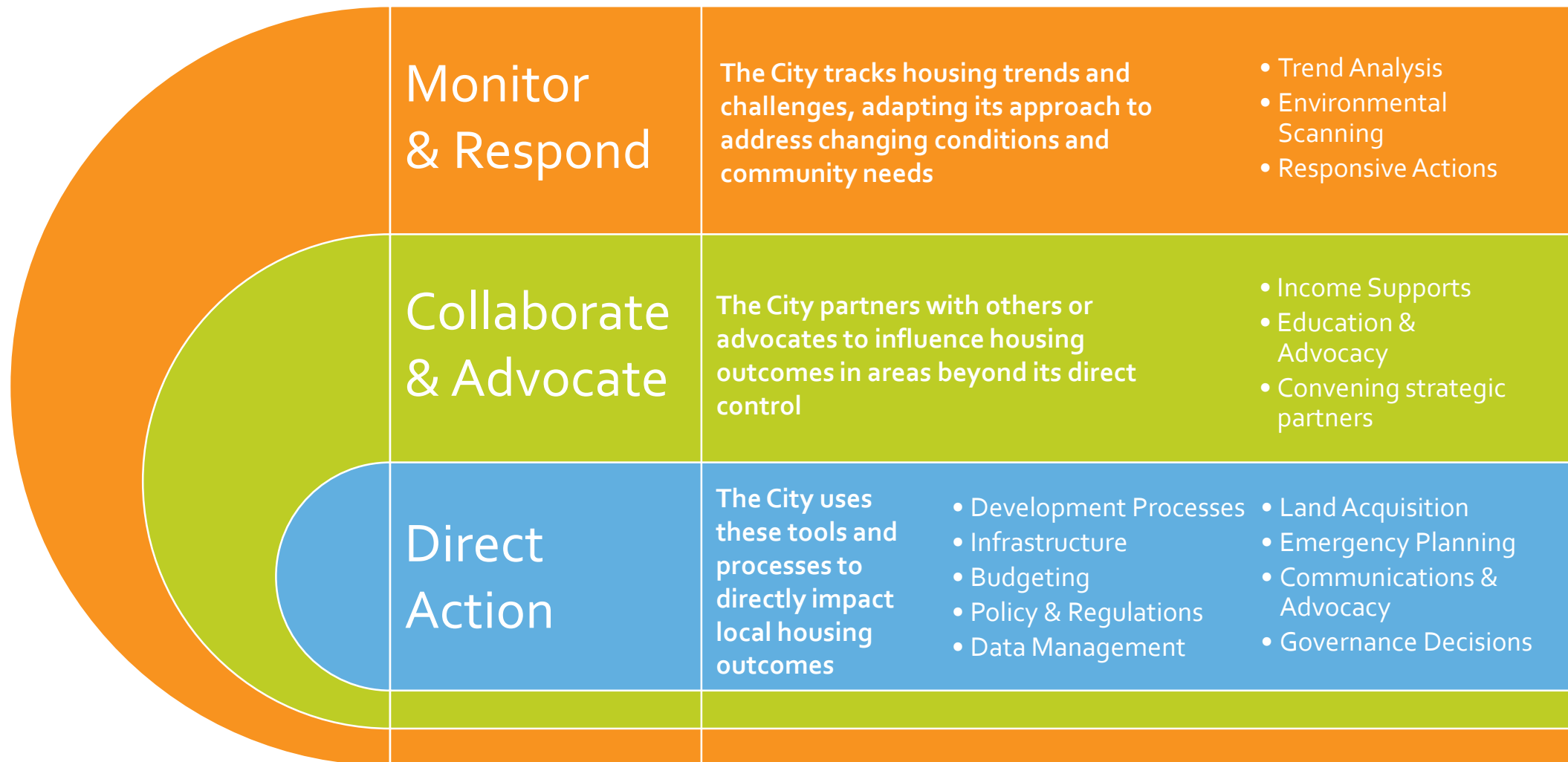
Increase density as-of-right along Transit Supportive Corridors.

Additional High Impact Action

2.6 Increase density as-of-right along Transit Supportive Corridors.

- ▶ Reduce barriers to higher density residential and mixed-use development
- ▶ Pilot pre-zoning for higher density development along five of the City's 12 Transit Supportive Corridors
- ▶ Additional Transit Supportive Corridors may be considered in future

The City's Role in the Housing System



Defining Affordability

	Affordable Housing			Market Housing
	Deeply Affordable	Moderate Income	Middle Income	
% of Median Household Income (MHI)	Up to 49% of MHI	50-79% of MHI	80-119% of MHI	120% MHI and over
Max. Monthly Housing Cost	Up to \$1,166	\$1,167 - \$1,879	\$1,880 - \$2,830	Over \$2,830

Monitoring Framework



Tier 1: Outcomes

- Measured by tracking key statistical indicators
 - ⑩ E.g. New housing supply, rental vacancy, point-in-time count.



Tier 2: Process Objectives

- Qualitative indicators measured through a survey of local developers, housing providers and social-serving organizations.



Tier 3: Accountability Focused

- Monitoring implementation of individual actions.

Next Steps

- ▶ Should Council direct staff to implement the objectives and actions of the Housing Action Plan:



Work on certain actions is ongoing (e.g. parking workshops, tenant protection).



Further Council reports on individual actions will be brought forward on an on-going basis, with priority for identified high-impact actions.



Update to Council annually on implementation.



Questions?

For more information, visit kelowna.ca.

Report to Council



Date: January 27, 2025
To: Council
From: City Manager
Subject: Progress Report on Council Priority Actions
Department: Corporate Strategy & Performance

Recommendation:

THAT Council receives, for information, the progress report on Council priority actions from the Corporate Strategy & Performance Department dated January 27, 2025.

Purpose:

To receive the progress report on Council priority actions.

Background:

Council priorities 2023 – 2026 were endorsed by Council in March 2023. Council [updated its priorities in July 2024](#), which included the addition of a seventh priority focused on the economy.

As per Council’s direction staff have provided updates on Council’s priorities approximately every six months with a first progress report on Council priority action presented in October 2023 and a [data-primary progress report](#) presented in March 2024. The third progress report is being presented in January 2025, six months after Council updated its priorities in July 2024.

The progress reports on Council priorities complements other regular public reporting including service-levels in the [2025 Financial Plan](#) presented in December 2024, upcoming reports on the [Official Community Plan](#) and [Transportation Master Plan](#) in Q2 2025, quarterly financial health reports, and audited financial statements in late Q2.

Discussion:

The progress report on Council priority actions provides evidence of progress on 25 Council priority actions. Highlights from the report include:

- 1. Crime & Safety**
 - Seven RCMP officers, one crime analyst, five bylaw officers, and four firefighters added in 2025 Financial Plan.

- Mayor's Task Force on Crime Reduction (MTFCR) [recommendations](#) were adopted in Q2 2024. Progress was made on a majority of the 19 initiatives, including expansion of Business Improvement Area (BIA) ambassador programs.
- 2025 Financial Plan enables significant advancement of numerous MTFCR initiatives
- Substantial progress implementing the five-year [Community Safety Plan](#) with 14 of 30 initiatives complete / underway.
- Continued Provincial advocacy on repeat offenders.

2. Affordable Housing

- [Housing Action Plan interim report](#) presented to Council in Q4 2024 with a final Action Plan presented for Council endorsement in Q1 2025.
- A new fast track housing program was launched in 2024 to accelerate development of infill housing such as 4 plexes and carriage houses.
- Two pilot projects are underway through the [Middle Income Housing Partnership](#) program that will create 160 – 200 units. The City has identified a successful proponent to move forward on the two sites. Project details will be announced in Q2 2025.

3. Homelessness

- Advocating for a regional compassionate mandatory care facility, similar to a Red Fish Healing Centre model, is one of Council's advocacy priorities.
- Provincial announcement in April 2024 with commitments to build a new purpose-built complex care facility on the municipally contributed Pacific Avenue site. It will include 20 complex care beds, and 20 supportive housing units.
- Through the Provincial HEART & HEARTH program, 60 additional units of rapid safety net housing units will be opening Q1 2025.
- 120 units delivered in 2024 at Trailside and STEP Place.
- 20 complex care beds operational and fully occupied.

4. Transportation

- Nearly [\\$90 million invested in multi-modal transportation](#) infrastructure projects and operations in the 2025 Financial Plan.
- Clement Avenue extension and new transit operation centre named as Council advocacy priorities.
- [Richter Corridor Study](#) underway to help plan ahead for added transit capacity. Currently focused on bus rapid transit (BRT).
- Delivered seven traffic calming projects.

5. Agriculture

- Glenmore Ellison Irrigation District is being [integrated into the City of Kelowna](#) to provide reliable and safe water supply as part of the long-term [Kelowna Integrated Water Supply Plan](#).

6. Climate & Environment

- The [Climate Resilient Kelowna Strategy](#) was endorsed by Council in Q4 2024.
- The [Sustainable Urban Forest Strategy](#) was endorsed by Council in Q3 2024 and
- 828 trees were sold through the NeighbourWoods program 2024, which is more than any previous year.
- Launched a [free "Home Energy Navigator" program](#) to engage and support homeowners throughout their retrofit journey. In 2024, 36 homeowners participated.

7. Economy

- Major events attracted to Kelowna include hosting the inaugural Canadian Premier League soccer game in 2024, 2025 Canadian Country Music Awards, 2025 Brier and the [2026 Memorial Cup](#).
- Economic development options review will be undertaken in 2025 to explore potential roles for the City in delivering Kelowna-specific economic development initiatives.

Conclusion:

The progress report on Council priority actions, alongside the data-focused progress report to be presented in late March 2025, supports the organization's commitment to transparency, accountability and continuous improvement. The information contained in the reports will assist Council in monitoring organizational performance, and updating its priorities should it choose to do so.

Considerations not applicable to this report:

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

Submitted by: M. McGreer, Corporate Strategy & Performance Department Manager

Approved for inclusion: J. Sass, General Manager, Corporate Services

Attachments:

Attachment A: Progress report on Council priority actions

cc: SLT



COUNCIL PRIORITIES 2023-2026

Progress Report on
Council Priority Actions

January 2025

ACTIONS AT A GLANCE

CRIME & SAFETY

- Seven RCMP officers, one crime analyst, five bylaw officers, and four firefighters added in [2025 Financial Plan](#).
- Mayor's Task Force on Crime Reduction (MTFCR) [recommendations](#) were adopted in Q2 2024. Progress was made on a majority of the 19 initiatives, including expansion of Business Improvement Area (BIA) ambassador programs.
- [2025 Financial Plan](#) enables significant advancement of numerous MTFCR initiatives.
- Substantial progress implementing the five-year [Community Safety Plan](#) with 14 of 30 initiatives complete / underway.
- Continued Provincial advocacy on repeat property offenders.

AFFORDABLE HOUSING

- [Housing Action Plan interim report](#) presented to Council in Q4 2024 with a final Action Plan presented for Council endorsement in Q1 2025.
- A new fast track housing program launched in 2024 to accelerate development of infill housing such as 4 plexes and carriage houses
- Two pilot projects are underway through the [Middle Income Housing Partnership](#) program that will create 160 – 200 units. The City has identified a successful proponent to move forward on the two sites. Project details will be announced in Q2 2025.

HOMELESSNESS

- Advocating for a regional compassionate mandatory care facility, similar to a Red Fish Healing Centre model, is one of Council's advocacy priorities.
- Provincial announcement in April 2024 with commitments to build a new purpose-built complex care facility on the municipally contributed Pacific Avenue site. It will include 20 complex care beds, and 20 supportive housing units.
- Through the Provincial HEART & HEARTH program, 60 additional units of rapid safety net housing units will be opening Q1 2025.
- 120 rapid safety net housing units delivered in 2024 at Trailside and STEP Place.
- 20 complex care beds operational and fully occupied.

TRANSPORTATION

- Nearly [\\$90 million invested in multi-modal transportation](#) infrastructure projects and operations in the 2025 Financial Plan.
- Clement Avenue extension and new transit operation centre named as Council advocacy priorities.
- [Richter Corridor Study](#) analysis completed to help plan ahead for added transit capacity. Currently focused on bus rapid transit (BRT).
- Delivered seven safety related traffic calming projects.

AGRICULTURE

- Glenmore Ellison Irrigation District is being [integrated into the City of Kelowna](#) to provide reliable and safe water supply as part of the long-term [Kelowna Integrated Water Supply Plan](#).
- Interim solution deployed for fruit processing amidst industry challenges.

CLIMATE & ENVIRONMENT

- The [Climate Resilient Kelowna Strategy](#) was endorsed by Council in Q4 2024.
- The [Sustainable Urban Forest Strategy](#) was endorsed by Council in Q3 2024.
- Increased investment in the NeighbourWoods program 2024, 828 trees were sold through which was a record year for the program.
- Launched a [free "Home Energy Navigator" program](#) to engage and support homeowners throughout their retrofit journey. In 2024, 36 homeowners participated.

ECONOMY

- Major events attracted to Kelowna include hosting the inaugural Canadian Premier League soccer game in 2024, 2025 Canadian Country Music Awards, 2025 Brier and the [2026 Memorial Cup](#).
- Economic development options review will be undertaken in 2025 to explore potential roles for the City in delivering Kelowna-specific economic development initiatives.

►► CRIME AND SAFETY

Mayor's Task Force on Crime Reduction (MTFCR)

- MTFCR presented [seven recommendations with 19 initiatives](#) to Council in May 2024 and \$475,000 invested to advance recommendations in the 2025 Financial Plan.
- Funding allocated in the [2025 Financial Plan](#) to expand and sustain BIA ambassador programs, enhance community-based restorative justice, and expand business coaching workshops among other new initiatives.
- RCMP launched recruitment for its new Auxiliary Officer Program and re-established its volunteer SpeedWatch Program.

Reduce property crime; including break and enters and thefts

- RCMP Q3 reports indicate a 10% reduction in the overall property crime rate; includes a 31% decrease in business break & enter and 15% decrease in residential B&E, compared to 2023 to date. RCMP will publicly present the full 2024 picture in Q1 2025.
- Kelowna RCMP's Repeat Offending Management Program, alongside the provincial Repeat Violent Offender Intervention Initiative, were operationalized fully in 2024 and are having a positive impact on repeat offenders.
- Advocacy continued with the provincial and federal governments for stricter accountability and bail reforms for repeat property offenders, as well as increasing local crown prosecutor resources.
- Numerous initiatives launched to expand Crime Prevention Through Environmental Design (CPTED) including a *Safe in 60* CPTED video series, increased CPTED audits in business and residential (strata) settings, as well as training for a city-cohort of practitioners to increase audits further in 2025/26.

- The bike valet program expanded significantly for summer 2024. Bicycle loan-a-lock programs also launched at Parkinson Rec Centre and Tourism Kelowna.
- Block Connectors (Strong Neighbourhoods) Program increased from 67 in 2023 to 73 in 2024. Significant expansion is projected for 2025.
- 2024 Citizen Survey showed stabilizing sense of safety.
- Seven RCMP officers and one crime analyst [added in 2025 Financial Plan](#).



High-risk traffic behaviour (e.g. speeding, texting)

- In 2024 Council formally established traffic enforcement visibility among its priorities for police.
- RCMP re-prioritized traffic enforcement and re-established its volunteer SpeedWatch Program.
- Variable speed signage boards were employed and will be increased in 2025.
- [Safe Mobility Action Plan](#) is underway with a target completion in 2025.

Support retention of current policy restricting use of drugs in public spaces

- Successfully advocated to Provincial Ministers for a balanced approach to prioritize broader public safety. The Federal Government amended the Health Act in April 2024, making it illegal to use drugs in certain public spaces, including transit, parks, and business doorways.
- In December 2024, the Provincial Government fully repealed its proposed Bill 34 legislation.

Partner with Provincial ministries responsible for mental health and problematic substance use on initiatives (i.e. Community Safety Plan) that improve local conditions

- Implementation of the five-year [Community Safety Plan](#) continues with community and provincial partners and is on target.
- To date, 8 of 30 actions are complete and 6 underway with engagement from 55 community organizations / members. Examples include:
 - The Action 1.2 Team created an alternative, community-based / non-police response model for people experiencing crisis. Funding to operationalize the model is being actively pursued.
 - Another Action Team is actively advancing CSP Action 10.2 to improve accessibility of mental health services for youth.
- Kelowna Outreach and Support Table, inclusive of provincial partners, now involves a reinvigorated 19 different agencies and handled 17 referrals in 2024, compared to 15 in 2023.
- In 2024, the Canadian Centre for Safer Communities selected the City of Kelowna as one of 10 pilot cities for the Community & Urban Safety Monitoring Project. This project offers guidance, tools, and training on evaluating and monitoring our local CSP, while creating a cross-Canada support network.
- Federal grant awarded from Building Safer Communities for \$1.8M to collaborate with school district #23 to implement a Youth Gang Reduction and Prevention Strategy.

▶▶ AFFORDABLE HOUSING

Meet provincial/local affordable housing targets

- [Housing Action Plan interim report](#) presented to Council in Q4 2024 with a final Action Plan to be presented for Council endorsement in Q1 2025.
- Report to Council in January 2025 seeking direction on short-term rental regulation.
- A new fast track housing program launched in 2024 to accelerate development of infill housing such as 4 plexes and carriage houses
- Incentivized up to 341 units of affordable housing through an expansion of our City-provided Rental Housing Grants program
- [\\$31.5M Housing Accelerator Fund \(HAF\) grant continues to](#) support housing acceleration including the development of affordable housing on City-owned land and new housing partnerships.

Complete Housing Action Plan including incentives options

- [Housing Action Plan interim report](#) presented to Council in Q4 2024 with a final Action Plan presented for Council endorsement in Q1 2025.

Partner on the creation of a low-cost affordable housing pilot project

- Two pilot projects are underway through the [Middle Income Housing Partnership](#) program that will create 160 – 200 units. The City has identified a successful proponent to move forward on the two sites. Project details will be announced in Q2 2025.
- The [Middle Income Housing Partnership](#) program was launched in 2024. The program aims to deliver new affordable rental housing projects with a minimum of 20% of units that are 20% below market rate.

Investigate options to protect renters impacted by redevelopment projects and maintain existing rental stock

- Initial options shared as part of [Housing Action Plan interim report](#) presented to Council in Q4 2024.



▶▶ HOMELESSNESS

Advocate for regional care facility (e.g. Red Fish Healing Centre)

- Advocating for a regional compassionate mandatory care facility, similar to a Red Fish Healing Centre model, is one of Council's advocacy priorities.
- Provincial announcement in April 2024 with commitments to build a new purpose-built complex care facility on a municipally contributed site. It will include 20 complex care beds, and 20 supportive housing units.
- 20 complex care beds operational and fully occupied.
- At the annual UBCM convention, met with Premier Eby and the Ministry of Mental Health and Addictions to advocate for a compassionate mandatory care facility in the Okanagan. Mayor Dyas also participated on the panel during the opening plenary on the topic of public safety, mental health and addictions.
- Mayor Dyas has [resumed regular monthly meetings](#) as a member of the BC Urban Mayor's Caucus (BCUMC). BCUMC has established four priorities which include mental health & substance use and treatment, and community safety and wellness. BCUMC is a group of 17 mayors that meet regularly to collaborate on issues of shared importance in our cities.

Complete the delivery of tiny home units committed to by the Province

- Through the Provincial HEART & HEARTH program, 60 additional units of rapid safety net housing units will be opening Q1 2025.
- 120 units delivered in 2024 at Trailside and STEP Place.
- The City provided municipal land contributions for the three sites.

Facilitate a purpose-built permanent shelter with 'wrap-around' supports and graduated housing options

- Staff continue to work with partners to identify a site that is suitably located and zoned for Kelowna's first purpose-built shelter.
- An interim action is to add more cold weather shelters.

Assess feasibility of care and delivery models such as a multi-care site

- Advocating for a facility that follows the Red Fish model is one of Council's advocacy priorities.
- A [report \(Phase 1\)](#) estimated Unsheltered community costs at \$20M and a subsequent [Unsheltered Community Costs](#) (Phase 2) report made recommendations related to governance, resource coordination and cost identification.



▶ TRANSPORTATION

Complete the functional design of the Clement extension multi-model partnership projects

- Identified as one of Council's advocacy priorities for this Council term ending in 2026. Continue to advocate to the Ministers of Infrastructure, Transportation and Transit.
- The extension is split into three segments, Spall to Highway 33, Highway 33 to McCurdy and McCurdy to UBCO/YLW.
- A [project update](#) was provided to Council in July 2024 covering the results of conceptual design within the Spall to Highway 33 segment.
- Preliminary design from Spall to Highway 33 is now underway with completion by mid 2025.
- The city has earmarked \$1.2 million of funding to advance design between Spall to Highway 33. The province has contributed \$600,000 to this work.

Secure funding for a new transit operations centre.

- Named as a Council priority.
- Council endorsed rezoning of property for the new transit operations centre.
- In partnerships with BC Transit, and with Provincial Ministry support, advanced an expression of interest to the Canada Public Transit Fund program.
- Transit operations and maintenance centre – Hollywood Road site business plan, site planning and continues to progress with subdivision and rezoning near completion at year end, 2024. Next steps include business plan completion including funding plan approval by Central Okanagan partners targeted for mid-2025.

Enhance traffic safety (e.g. traffic calming and pedestrian infrastructure)

- Delivered seven traffic calming projects. Completed consultation and design for the Hollydell Neighborhood Traffic Calming Project with delivery planned for 2025.

- Construction of the replacement of the KLO Mission Creek Bridge will continue in 2025. This project will include a new roundabout at the intersection of KLO and Spiers roads and improved active transportation connections to/from the Mission Creek Greenway. These improvements will increase the safety of people walking, biking and driving.
- Safety improvements at the intersections of Spall/Springfield and Richter/KLO.
- The Safe Mobility Action Plan is underway with a target completion in 2025. A federal grant from Enhanced Road Safety Transfer Payment Program has been awarded to complete this work and to advance actions related to policy, guidelines, and frameworks.
- ICBC's Road Improvement Projects grants supported several projects in 2024 including traffic calming, improved signage, intersection upgrades, protected bike lanes, signalization, and pedestrian safety improvements.
- BC Active Transportation grant supporting the construction of 600 meters of protected bike lanes on Leckie Road.

Explore alternative modes of transportation between UBCO/YLW and downtown (e.g. light rail.)

- Highway 97 Strategic Corridor Review – The Ministry of Transportation & Transit is currently undertaking the planning and design of various transit priority improvements on Highway 97 including plans for the long-term goal of dedicated transit lanes in Kelowna.
- A research project with UBCO which will explore opportunities presented by the Okanagan Rail Trail corridor to connect UBCO, Kelowna International Airport and Downtown Kelowna is underway. Both current and emerging travel modes will be explored within the greater surrounding transportation network. Public engagement through the deployment of a survey was completed in 2024. Data cleaning is now underway.
- The Micromobility Program continues to operate at the UBCO campus providing another option to travel by alternative modes between the campus and downtown.

Improve transit service including expanding the transit pass program (e.g. Community Upass)

- Proposed significant transit service expansion identified within a September report to Council (Transit Expansion Initiatives – 3 Year Outlook).
- [Richter Corridor Study](#) analysis completed to help plan ahead for added transit capacity. Currently focused on bus rapid transit (BRT).
- Increased access to transit for equity deserving groups through expansion of a partnership with the United Way.
- Offered Rec & Ride pass for almost 450 children and youth access to PRC and Kelowna Regional transit System during July and August.
- The UMO electronic fare system implementation was completed in 2024. UMO allows customers to pay using a mobile app, reloadable card and soon, credit and debit cards.
- New fare options being explored in 2025 such as affordable transit pass in conjunction with a system-wide fare review.
- [On-demand transit service](#) launched Crawford in spring of 2024 in partnership with BC Transit.
- Hardy St. operations centre capacity expansion and battery electric bus preparation in the design stage with construction targeted to be completed early 2026 facilitating service expansions proposed in the Three-Year Outlook.
- Detailed design advanced for improvements to three transit exchanges (Mission, Okanagan College, Rutland) with construction over 2025-26 (Investing In Canada Infrastructure grant supported).

Improve traffic flow and capacity on major road networks (e.g. roads bundle)

- Nearly [\\$90 million invested in multi-modal transportation](#) infrastructure projects and operations in the 2025 Financial Plan.
- Construction of the Bertram Multiuse Overpass is underway and will be completed in Q1 2025. This accessible crossing provides access over Harvey Ave for pedestrians and cyclists and forms part of the future Bertram Active Transportation Corridor. The connection will link the Central Green Site with

Downtown, the future UBCO Downtown Campus and surrounding Active Transportation Corridors.

- Construction of the Frost Road Extension (Killdeer to Chute Lake) is underway and will be completed in 2025. This project will connect the Kettle Valley and Ponds neighbourhoods in the Upper Mission while providing better access to commercial services, schools and reduce traffic on local streets.
- The design of Glenmore Rd (Union to Snowsell) is currently underway and will be completed in early 2025. This project will extend Glenmore Rd's five lane cross section north to Snowsell Rd in coordination with utility upgrades. Construction is planned for 2025.
- Design of Burtch Rd (Byrns to KLO) and Hollywood Rd (John Hindle to Sexsmith) is currently underway. Construction of both corridors is scheduled to begin in the second half of 2025. This project is being delivered through an innovative procurement strategy to help accelerate the delivery of transportation improvements.
- Detailed design for the expansion of Bernard and Burtch roads between Spall/Glenmore and Sutherland is currently underway. In 2025 real estate acquisitions will begin followed by construction in 2026/27. These improvements will be coordinated with the Parkinson Recreation Centre Redevelopment Project.
- Preliminary design for the Commonwealth Road project (Hwy 97 – Jim Bailey) is underway. Upcoming engagement will inform future phases of design.
- Continued expansion of transit services, active transportation corridors, sidewalks, pedestrian crossings as well as the employer trip reduction pilot program seek to moderate the impacts of growing traffic volumes by making travel alternatives safer, more convenient and viable to more destinations.



» AGRICULTURE

Protect agricultural lands

- Agricultural Advisory Committee (AAC) created to advise Council on issues important to the agricultural and agri-business community. They will advise Council on sustainable agricultural land use from a cultural, economic, environmental and social perspective.
- An overview of current policy to protect and preserve agricultural land is summarized in the annual [Official Community Plan report](#).

Continue to ensure farmland is used for permitted uses

- Agriculture Standards Compliance team created to work with the Agricultural Land Commission to prioritize agricultural properties for enforcement.

Ensure sufficient & high-quality agricultural water supply

- Glenmore Ellison Irrigation District (GEID) is being [integrated into the City of Kelowna](#) to provide reliable and safe water supply as part of the long-term [Kelowna Integrated Water Supply Plan](#). Awarded a Provincial grant to help communicate and integrate GEID.
- The Water Security and Responsibility Plan is being developed to ensure a more holistic approach to how we use, protect and share water now and into the future. It is based on [principles adopted by Council in 2023](#). The draft plan will be ready for Council adoption early in 2025.
- Water utility rates saw a planned increase to ensure sustainable system renewal.
- New agricultural signage program introduced and signage installed at 19 locations on the boundary or "gateways" into agricultural areas throughout the community.
- The City is participating in the development of a new Regional Agricultural Strategy.



▶ CLIMATE & ENVIRONMENT

Complete the Climate Resilient Kelowna Strategy

- The [Climate Resilient Kelowna Strategy](#) was endorsed by Council in Q4 2024. This strategy includes actions the City can take to meet updated greenhouse gas emissions reduction targets and build resilience to local climate hazards.

Include 'Climate Lens' in decision making to assess mitigation and adaptation

- Climate lens section added to council reports for rezoning applications. Climate criteria will be applied more broadly to other development application types in the near future.
- Proposed future actions include a policy to guide development of high-performance city-owned buildings, and including a climate lens in capital planning.



Increase urban tree canopy (e.g. tree lined medians)

- Continued the NeighbourWoods program, which is a residential planting initiative developed to encourage citizens to help grow and preserve Kelowna’s urban forest. 828 trees were sold in 2024, which is a record year since the program launched in 2016.
- The [Sustainable Urban Forest Strategy](#) was endorsed by Council in Q3 of 2024 and includes new LiDAR data to assess canopy cover and diversity analysis.
- Planted 350 street trees, 150 park trees, plus the development community planted approximately 500 additional trees in the public realm through approved developments.
- Continued forest fuel management to improve the health of the natural forest area and protect surrounding areas in the event of a wildfire.
- The Infill Options program will introduce bylaw amendments alongside a revised funding strategy to urbanize existing local streets (without sidewalks and street trees) which will include new street tree plantings in neighbourhoods experiencing infill.

Pilot energy concierge program to enable retrofits in buildings

- Launched a [free “Home Energy Navigator” program](#) to engage and support homeowners throughout their retrofit journey. In 2024, 36 homeowners were connected with an Energy Concierge, who was available throughout their retrofit project for support. The program will continue in 2025.
- Launched a green business certification program, GreenStep certified, in partnership with GreenStep Solutions. The goal of the program is to drive measurable emissions reduction actions and advance environmental stewardship amongst local small to medium businesses.

▶▶ ECONOMY

Seek opportunities to enhance economic diversification

- Major events attracted to Kelowna include hosting the inaugural Canadian Premier League soccer game in 2024, 2025 Canadian Country Music Awards, 2025 Brier and the [2026 Memorial Cup](#).
- The [Airport Campus Expansion](#) plans also include developing land to the east to enable new commercial opportunities, which will attract businesses, create jobs and generate additional revenue streams that support the airport's growth and benefit the local economy.
- The Central Okanagan Economic Development Commission delivers economic diversification and attraction programming on the City's behalf as part of overall economic development program funding of \$800,000. Programming includes [sector profiles](#) and targeted outreach.

Attract new employment and support existing business growth

- The Central Okanagan Economic Development Commission delivers economic growth programming on the City's behalf. [Programming](#) includes marketing the region, economic and industry research, market development and local business support.

Assess the City's supply of employment lands

- Regional District of Central Okanagan regional land inventory project underway with target completion of Q1 2025.
- City staff will build off this regional work to assess anticipated employment growth in sub-areas within Kelowna and assess more detailed needs and approaches to employment lands. Target completion is Q2 2025.

Consider the City's investment into economic development

- An economic development options review will be undertaken in 2025 to explore potential roles for the City in delivering Kelowna-specific economic development initiatives.
- Currently the City's primary role to attract new employment, support business growth and economic diversification is to create good conditions for businesses such as competitive tax rates, land use planning and community amenities.





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City of
Kelowna

Progress report on Council priority actions

Council priorities 2023 - 2026

Agenda

01

Situate within performance management program

02

Progress report on Council priority actions

03

Next progress report

Performance management program

PM#3: On-Time Performance



Progress Reports

Scroll through the reporting sites below to learn a little bit more about some of our priorities and the progress we are making on them.

Evaluating the effectiveness of our programs, services and processes helps to support continual improvement and positive outcomes that best serve our citizens and city. Performance measures are tied directly to corporate goals and results are reported publicly to ensure transparency and accountability.



2040 Official Community Plan

[OCP Reporting - 2023](#)

As the Official Community Plan is implemented, it is important...

[Explore](#)



2040 Transportation Master Plan

[TMP Reporting - 2024](#)

The 2040 TMP set performance measures to monitor progress..

[Explore](#)



2023-2026 Council Priorities

[Council Priorities Reporting - 2023](#)

Council Priorities progress measures are reviewed and...

[Explore](#)



2023-2026 Corporate Priorities

[Corporate Priorities Reporting - 2023](#)

We report our Corporate Priorities progress measures...

[Explore](#)

Overview of Council Priorities

Crime & Safety



Advance implementation of Mayor's Task Force on Crime Reduction recommendations

Reduce property crime

Demonstrate effectiveness of visibility on high-risk traffic behaviour and crime

Support retention of current policy restricting use of drugs in public spaces

Partner with Provincial ministries responsible for mental health and problematic substance use on initiatives (i.e. Community Safety Plan)

Affordable Housing



Meet provincial/local affordable housing targets with support from the Province

Complete the Housing Action Plan including incentive options

Partner on the creation of a low-cost affordable housing pilot project

Investigate options to protect renters impacted by redevelopment projects and protect existing rental stock

Homelessness



Advocate for a regional care facility (e.g. Red Fish Healing Centre model)

Complete the delivery of tiny home units committed to by the Province

Facilitate a purpose-built permanent shelter with 'wrap-around' supports and graduated housing options

Assess feasibility of care and delivery models such as a multi-care site

Transportation



Complete the functional design of the Hwy 33 multi-modal traffic corridor and propose a partnership delivery model

Secure funding for a new transit operations centre

Enhance traffic safety

Explore alternative modes of transportation between UBCO/YLW and downtown

Improve transit service including expanding the transit pass program

Improve traffic flow and capacity on major road networks (e.g. roads bundle)

Agriculture

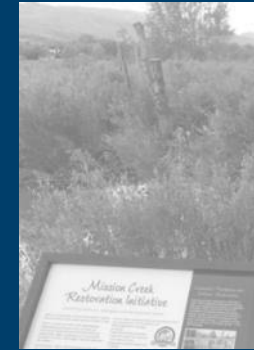


Protect agricultural lands

Continue to ensure farmland is used for permitted uses

Ensure sufficient & high-quality agricultural water supply

Climate & Environment



Complete the Climate Resilient Kelowna Strategy

Continue to include 'Climate Lens' in decision making to assess mitigation and adaptation

Increase urban tree canopy (e.g. tree-lined medians)

Pilot energy concierge program to enable retrofits in buildings

Economy



Seek opportunities to enhance economic diversification

Attract new employment and support existing business growth

Assess the City's supply of employment lands

Consider the City's investment into economic development

Crime & Safety



Council Priority Actions

1. Advance implementation of Mayor's Task Force on Crime Reduction recommendations, including Business Improvement Area support
2. Reduce property crime; including break and enters and theft
3. Demonstrate effectiveness of visibility on high-risk traffic behaviour (e.g. speeding, texting) and crime
4. Support retention of current policy restricting use of drugs in public spaces
5. Partner with ministries responsible for mental health and addictions on initiatives (i.e. Community Safety Plan) that improve local conditions, including alternative response models and advocacy

How we measure progress on the priority

- Business break and enters and thefts are decreasing (reported # of property crime)
- Resident sense of safety in our community is increasing (% residents that feels safe).
- Public safety resources are increasing (e.g. police, bylaw and fire)

The results we want to see

- # or % of residents who feel safe in Kelowna increases.
- Decrease in business break and enters and thefts.
- Public safety resources keep pace with community growth (e.g. police, bylaw and fire).

Crime & Safety

- 7 RCMP officers, 1 crime analyst, 5 bylaw officers, and 4 firefighters added
- Mayor's Task Force on Crime Reduction (MTFCR) recommendations
- Community Safety Plan progress with 14 of 30 initiatives complete / underway
- Continued Provincial advocacy on repeat property offenders



Affordable Housing

- Housing Action Plan
- New fast track housing program launched
- Two pilot projects underway through Middle Income Housing Partnership program will create 160 – 200 units



Homelessness

- Advocacy for Red Fish Healing Centre model
- 20 complex care beds and 20 supportive housing units announced
- 60 additional units of rapid safety net housing units will be opening Q1 2025
- 120 rapid safety net housing units delivered
- 20 complex care beds operational



Transportation

- \$90 million invested in multi-modal transportation infrastructure projects
- Advocacy for Clement Avenue extension and new transit operation centre
- Richter Corridor Study analysis completed
- Delivered seven safety related traffic calming projects



Agriculture

- Glenmore Ellison Irrigation District integration
- Interim solution deployed for fruit processing



Climate & Environment

- Climate Resilient Kelowna Strategy endorsed
- Sustainable Urban Forest Strategy was endorsed
- 828 trees were sold through NeighbourWoods program
- Launched a free “Home Energy Navigator” program

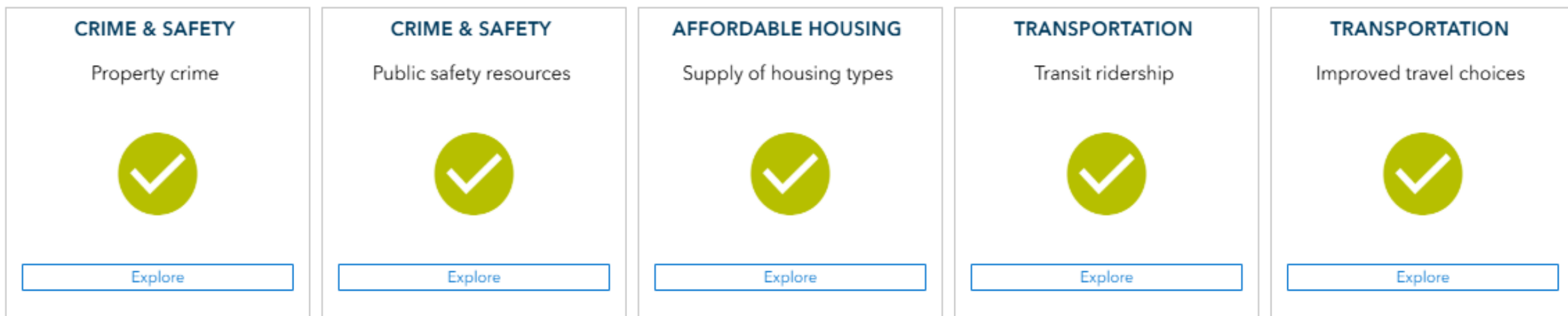


Economy

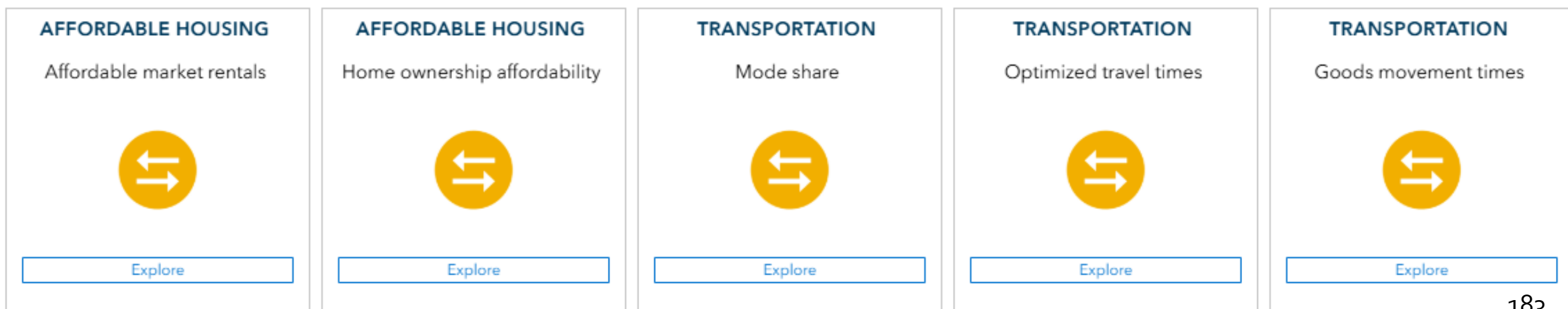
- ▶ Major events include Canadian Premier League soccer game in 2024, 2025 Canadian Country Music Awards, 2025 Brier and the 2026 Memorial Cup
- ▶ Economic development options review in 2025



On track, trending in the desired direction



No significant change or no current data

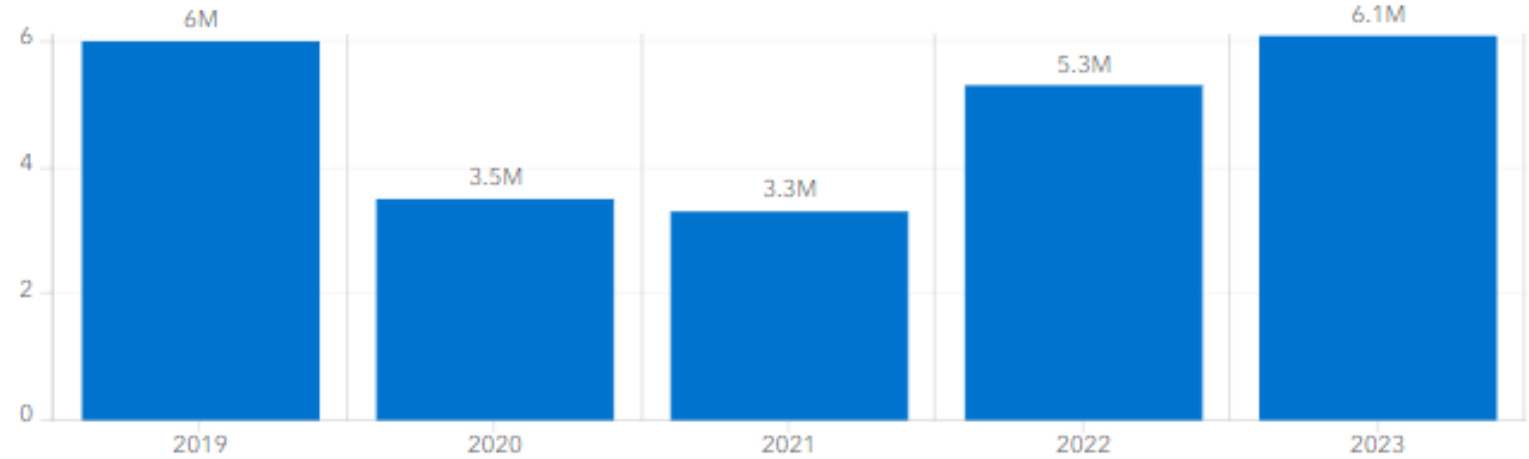


Transit ridership

2023 Progress Report



Transit ridership has recovered from the pandemic
Annual boardings for Kelowna Regional Transit System (in millions)



- + Why is this important?
- + How are we doing?
- + What are we doing?
- + What's next?

[Progress Reports Landing Page | Open Kelowna](#)



DRAFT RESOLUTION

Re: Building Podiums

THAT Council directs staff to review and report to Council on current building podium policies, guidelines and requirements as outlined in the 2040 Official Community Plan and Zoning Bylaw No. 12375.

BACKGROUND:

Mayor Dyas indicated their intent to bring forward a resolution to review building podium design guidelines and requirements for high-rise residential and mixed use development best practices on December 9, 2024.

MAYOR DYAS COMMENTS:

Given the rapid growth and urbanization of Kelowna, it is essential to periodically review and update our building requirements to ensure they align with best practices in urban design and sustainability. A review of the current podium building requirements will help to:

1. Assess the effectiveness of existing regulations in achieving the city's design goals.
2. Identify any challenges or limitations faced by developers and architects in complying with these requirements.
3. Explore opportunities to enhance the aesthetic and functional quality of buildings with podiums.
4. Ensure that the regulations support the city's broader objectives of creating vibrant, livable, and sustainable urban spaces.

A review of the building podium requirements will ensure that Kelowna continues to develop in a way that is both aesthetically pleasing and functionally effective, contributing to the overall quality of life for our residents.

Date: January 27, 2025

DRAFT RESOLUTION

Re: Micro suite Building Requirements

THAT Council directs staff to review current micro suite building policies and requirements as outlined in the City of Kelowna's Official Community Plan and Zoning Bylaw No. 12375.

BACKGROUND:

Mayor Dyas indicated their intent to bring forward a resolution to review the current requirements and data regarding the development of micro suites on December 9, 2024.

MAYOR DYAS COMMENTS:

The City of Kelowna's current micro suite building requirements include provisions such as minimum and maximum unit sizes, parking requirements, and design standards to ensure livability and integration with the surrounding neighborhood. These regulations are designed to provide affordable housing options while maintaining the quality of life for residents.

Given the increasing demand for affordable housing and the trend towards smaller living spaces, it is essential to periodically review and update our building requirements to ensure they align with best practices in urban design and sustainability. A review of the data on micro suites in Kelowna along with the building requirements and construction will help to:

1. Assess the effectiveness of existing regulations in achieving the city's housing goals, including affordability.
2. Identify any challenges or limitations faced by developers and architects in complying with these requirements.
3. Explore opportunities to enhance the livability of micro suites, including building amenities as well as infrastructure implications.
4. Ensure that the regulations support the city's broader objectives of creating vibrant, livable, and sustainable urban spaces.

A thorough review of the micro suite building requirements and data will ensure that Kelowna continues to develop in a way that is both affordable and sustainable, contributing to the overall quality of life for our residents.

Date: January 27, 2025

DRAFT RESOLUTION

Re: Nomination for 2025-26 Southern Interior Local Government Association Executive

THAT Council supports Councillor Lovegrove's nomination for election to the 2025-26 Southern Interior Local Government Association Executive.

Date: January 27, 2025

CITY OF KELOWNA

Maintenance of Boulevards Bylaw No. 12744

WHEREAS the *Community Charter*, Section 36(1), allows a municipality by bylaw to regulate and prohibit in relation to all uses of or involving a highway or part of a highway;

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

1. Definitions

1.1. In this bylaw:

“Abutting” means immediately contiguous to, or physically touching, and when used with respect to a **highway**.

“Boulevard” means a portion of a **highway** between the curb lines or the edge of a **roadway** and the adjoining property or **roadway**. Includes municipal property such as a curb, sidewalk, planted area, or drainage infrastructure.

“City” means the City of Kelowna.

“City-Approved Landscaping Plan” means a **landscaping plan** that may be part of a Subdivision Application, Development Permit, Building Permit, or other off-site **landscaping plan** approved by the **City** following Subdivision, Development and Servicing Bylaw No. 7900 design standards.

“Damage” means an action that may cause a **tree** to decline in health or die, including ringing or removing bark, poisoning, burning, topping (unless branches are weak/diseased), cutting roots, excavating in a manner that impacts roots, or **excessive pruning**.

“Excessive Pruning” means removing or trimming greater than 25% of live branches of a **tree** within a period of 12 months.

“Highway” means “Highway” as defined in Subdivision, Development and Servicing Bylaw No. 7900.

“Infrastructure Operations Department Manager” means the Infrastructure Operations Department Manager of the **City**.

“Landscaping Plan” means a document that details the visual appearance of an outdoor area which may include the location of items such as a **tree, vegetation, or mulch**.

“Mulch” means a ground cover treatment applied over soil.

“Noxious Weed” means ‘noxious weeds’ as defined in the Noxious Weed and Grass Control Bylaw No. 8133 or the Regional District of Central Okanagan Noxious Weed Control Bylaw No. 1544, 2024. Includes an invasive plant species identified as noxious, invasive, or alien in federal, provincial, or local regulations.

“Roadway” means the portion of the **highway** that is improved, designed, or ordinarily used for vehicular traffic, but does not include the shoulder.

“Shouldering” means the compacted gravel adjacent to the edge of an asphalt **roadway** designed to support and drain the **roadway** structure.

“Tree” means a self-supporting woody plant that is a species of coniferous or deciduous genus.

“Vegetation” means a plant such as a groundcover, perennial, annual, shrub, or other plant excluding a **tree**.

2. General Regulations

- 2.1 A person must not modify or construct works in a **boulevard** except in accordance with this bylaw or another **City** bylaw.

- 2.2 The following is prohibited in a **boulevard**:
 - 2.2.1. A permanent structure, including a retaining wall or fence.
 - 2.2.2. The construction of a parking space or new driveway unless approved by the **City**, in accordance with Subdivision, Development and Servicing Bylaw No. 7900.
 - 2.2.3. Expansion of an existing driveway unless approved by the **City**, in accordance with Subdivision, Development and Servicing Bylaw No. 7900.
 - 2.3. Replacing or maintaining an existing driveway in a state of good repair is permitted in a **boulevard**.
 - 2.4. Plant-based or organic **mulch** such as bark **mulch** or composted **mulch** is permitted in a **boulevard** to protect a **tree** or **vegetation** under the following conditions:
 - (a) Where a sidewalk or curb is present, the **mulch** must not spill into a sidewalk or **roadway**.
 - (b) Where a sidewalk or curb is not present, **mulch** must be located at least 0.6 m away from drainage infrastructure, **shouldering** or the edge of **roadway** asphalt if the **shouldering** area is unclear.
 - 2.5. Rocks, which include boulders, rock **mulch**, or gravel, are not permitted in the **boulevard**, except under the following conditions:
 - 2.5.1. For the purpose of drainage, gravel (25 mm minus) may be placed in accordance with Section 4.
 - 2.5.2. Decorative rock may be placed in accordance with a **City-approved landscaping plan** or in accordance with Subdivision, Development and Servicing Bylaw No. 7900. Decorative rock is prohibited in the **shouldering** area or over drainage infrastructure.
 - 2.5.3. Self-binding gravel or crusher fines (9.5 mm minus) may be placed over the soil as **mulch** within 2 metres of a **tree** trunk.
 - 2.5.4. When rock **mulch**, decorative rock, paving slabs, or flagstone is permitted in a **boulevard** it must meet one of the following conditions:
 - (a) Where a sidewalk or curb is present, the rock material must not spill into a sidewalk or **roadway**.
 - (b) Where a sidewalk or curb is not present, the rock material must be at least 0.6 m away from drainage infrastructure, **shouldering** or the edge of **roadway** asphalt if the **shouldering** area is unclear.
 - 2.6. Rocks permitted in accordance with Section 2.5 may be required to be removed at the cost of the abutting property owner if it creates a hazard to public safety or **City** equipment.
3. Property Owner Responsibilities
 - 3.1. An **abutting** property owner must:
 - 3.1.1. Maintain a **tree** located in a **boulevard** in a manner that
 - (a) achieves standard watering and plant care (as defined by the Canadian Landscape Standard), or as required by a **City-approved landscaping plan**.
 - (b) is in accordance with the Municipal Tree Bylaw No. 8042.
 - (c) protects a **tree** from **damage**.
 - 3.1.2. Maintain **vegetation** or irrigation located in a **boulevard** in a manner that
 - (a) prevents growth over a sidewalk, curb, or **roadway**.
 - (b) allows safe access for a pedestrian.
 - (c) achieves watering and standard plant care as defined by the Canadian Landscape Standard, or as required by a **City-approved landscaping plan**.
 - (d) does not interfere with a utility, ditch, swale, gravel soaker strip, soak away zone, or similar drainage infrastructure.

- (e) aligns with another **City** bylaw that regulate sightlines and unobstructed areas, including parking, intersection, fire hydrant, telecommunication utility pedestal, electrical transformer, or infrastructure regulated by Subdivision, Development and Servicing Bylaw No. 7900.
 - (f) aligns with third-party utility standards.
 - (g) does not permit **vegetation** adjacent to an approved on-street parking space to be greater than 0.2 metres in height within 0.6 metres of a curb.
- 3.1.3. Sections 3.1.1.a and 3.1.2.c do not apply where a water purveyor has restricted or prohibited this type of water usage.
- 3.1.4. Replace a **tree, vegetation**, or a private irrigation component located in a **boulevard** according to a **City-approved landscaping plan** or in accordance with Subdivision, Development and Servicing Bylaw No. 7900.
 - (a) A different species may be used as a replacement if it meets the requirements of Subdivision, Development and Servicing Bylaw No. 7900.
- 3.1.5. Keep a **boulevard** free of a **noxious weed**, litter, or debris.
- 3.1.6. Receive approval from the **City** in accordance with Section 4 prior to modifying drainage infrastructure located in a **boulevard**.
- 3.1.7. Locate a property line or underground utility prior to works adjacent to or in the **boulevard**.
- 3.1.8. Remove or mitigate a public hazard in a **boulevard** identified as per Section 4.
- 3.2. An **abutting** property owner may plant **vegetation** and install private irrigation within an existing vegetated **boulevard**.
- 3.3. An **abutting** property owner is solely liable for a claim regarding injury or hazard that may be due to lack of maintenance of a **boulevard** or works installed that do not follow **City** standards identified within Subdivision, Development and Servicing Bylaw No. 7900.
- 4. **City Authority**
 - 4.1. The **Infrastructure Operations Department Manager** may
 - 4.1.1. deem a **boulevard** condition to be a hazard to public safety or **City** equipment.
 - 4.1.2. approve or deny a request to modify drainage infrastructure.
 - 4.2. A **tree, vegetation**, or rock located in a **boulevard** may be removed by the **City**.
 - 4.2.1. The **City** will attempt to notify the abutting owner prior to the removal, unless the removal is an emergency to rectify a public safety concern.
 - 4.2.2. The **City** will replace **boulevard vegetation**, rock, or a **tree** following the design requirements of Subdivision, Development and Servicing Bylaw No. 7900.
 - 4.3. The **City** is not responsible for **damage** to a **tree** or **vegetation** located in a **boulevard**.
 - 4.4. The **Infrastructure Operations Department Manager** may exempt the owner of an **abutting** property from the requirement to maintain a **boulevard** as set out in Section 3 if:
 - 4.4.1. a slope greater than 10% prohibits safe access to or maintenance of the **boulevard**, or
 - 4.4.2. the size of the **boulevard** is such that the burden of maintenance on the **abutting** property owner would be substantially disproportionate to that of other property owners.
 - 4.5. Section 4.4 does not apply if an **abutting** property owner has altered the site to the detriment of maintenance or access.
- 5. **Penalty**
 - 5.1. Every person who violates a provision of this bylaw commits an offence and is liable on summary conviction to a penalty not exceeding Fifty Thousand Dollars (\$50,000.00) and the costs of prosecution.

- 5.2. Each day a violation of the provision of this bylaw exists or is permitted to exist will constitute a separate offence.
- 5.3. When a person fails to perform an action required by this bylaw, the **City** is authorized to carry out such action through its representative, employee, or agent at the expense of the responsible property owner.
 - 5.3.1. The **City** will invoice the responsible property owner the costs incurred.
 - 5.3.2. The responsible property owner will pay the invoice amount within thirty (30) days of the invoice date.
 - 5.3.3. Pursuant to provisions of the *Community Charter*, a fee required to be paid by this bylaw which remains unpaid after December 31 of the calendar year will be added to and form part of the property taxes in arrears on the **abutting** subject property.
6. Severability
 - 6.1. A portion of this bylaw is held invalid by a Court of competent jurisdiction, then the invalid portion must be severed and the remainder of this bylaw is deemed to have been adopted without the severed section, subsection, paragraph, subparagraph, clause or phrase.
7. This bylaw may be cited as "Maintenance of Boulevards Bylaw No. 12744".
8. Bylaw No. 10425, being "Maintenance of Boulevards by the Owners of Lands Thereon" and all amendments thereto are hereby repealed.
9. 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 20th day of January 2025.

Adopted by the Municipal Council of the City of Kelowna this

Mayor

City Clerk

CITY OF KELOWNA

Bylaw No. 12745

Amendment No. 38 to Bylaw Notice Enforcement Bylaw No. 10475

The Municipal Council of the City of Kelowna, in open meeting assembled, enacts that the Bylaw Notice Enforcement Bylaw No. 10475 be amended as follows:

1. THAT Schedule 'A', be amended by adding in its appropriate location the following new section for Maintenance of Boulevards Bylaw No. 12744:

Bylaw No.	Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available (*Maximum 50% Reduction in Penalty Amount Where Compliance Agreement is Shown as "Yes")
Maintenance of Boulevards Bylaw No. 12744						
12744	2.1	Works in a boulevard not in accordance with City bylaw	\$500.00	\$450.00	\$500.00	Yes
12744	2.2.1	Prohibited structure in a boulevard	\$500.00	\$450.00	\$500.00	Yes
12744	2.2.2	Unauthorized parking space or driveway in a boulevard	\$500.00	\$450.00	\$500.00	Yes
12744	2.2.3	Expansion of a driveway without City authorization	\$500.00	\$450.00	\$500.00	Yes
12744	2.4 (a)	Mulch on sidewalk or roadway	\$50.00	\$40.00	\$60.00	Yes
12744	2.4 (b)	Mulch on drainage infrastructure, shouldering, or roadway	\$50.00	\$40.00	\$60.00	Yes
12744	2.5.4(a)	Rock material on sidewalk or roadway	\$100.00	\$90.00	\$110.00	Yes
12744	2.5.4(b)	Rock material on infrastructure, shouldering or edge of roadway	\$100.00	\$90.00	\$110.00	Yes
12744	3.1.1	Failure to maintain a boulevard tree	\$500.00	\$450.00	\$500.00	No
12744	3.1.2 (a)	Failure to remove growth over a sidewalk, curb, or roadway	\$100.00	\$90.00	\$110.00	Yes
12744	3.1.2 (c)	Failure to water or maintain boulevard vegetation	\$100.00	\$90.00	\$110.00	Yes
12744	3.1.2 (d)	Permit vegetation to interfere with drainage infrastructure	\$100.00	\$90.00	\$110.00	Yes

12744	3.1.2 (e)	Permit vegetation to obstruct sightlines or access	\$50.00	\$40.00	\$60.00	Yes
12744	3.1.2 (g)	Permit vegetation to obstruct access to on-street parking	\$50.00	\$40.00	\$60.00	Yes
12744	3.1.4	Failure to replace a tree, vegetation, or irrigation	\$500.00	\$450.00	\$500.00	Yes
12744	3.1.5	Failure to remove a noxious weed, litter, or debris	\$50.00	\$40.00	\$60.00	Yes
12744	3.1.6	Modify drainage infrastructure without authorization	\$500.00	\$450.00	\$500.00	Yes
12744	3.1.8	Failure to remove or mitigate a public hazard in a boulevard	\$500.00	\$450.00	\$500.00	Yes

2. This bylaw may be cited as "Bylaw No. 12745, being Amendment No. 38 to Bylaw Notice Enforcement Bylaw No. 10475".
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 20th day of January 2025.

Adopted by the Municipal Council of the City of Kelowna this

Mayor

City Clerk

CITY OF KELOWNA

BYLAW NO. 12746

Amendment No. 1 to Development Cost Charge Bylaw No. 12420

The Municipal Council of the City of Kelowna, in open meeting assembled, enacts that the City of Kelowna Development Cost Charge Bylaw No. 12420 be amended as follows:

1. THAT Development Cost Charge Bylaw No. 12420 be amended by deleting Schedule 'A' and replacing it with Schedule 'A' attached to and forming part of this bylaw.
2. This bylaw may be cited for all purposes as "Bylaw No. 12746, being Amendment No. 1 to Development Cost Charge Bylaw No. 12420."
3. This bylaw shall come into full force and effect and is binding on all persons as of March 1, 2025.

Read a first, second and third time by the Municipal Council this 20th day of January 2025.

Adopted by the Municipal Council of the City of Kelowna this

Mayor

City Clerk

Land Use	Residential 1	Residential 2	Residential 3	Residential 4	Carriage House	Commercial	Light Industrial	Heavy Industrial	Institutional A	Institutional B	Seasonal Agricultural	Seasonal Commercial
	Single-detached Units/Ha <= 15	15 < Units/Ha <= 35	35 < Units/Ha <= 85	85 < Units/Ha	(\$/Unit)	minimum charge 93 sq. mtr. (\$/m ² Floor Area)	minimum charge 93 sq. mtr. (\$/m ² Floor Area)	minimum charge 0.405 hectare (\$/Hectare Site Area)	minimum charge 93 sq. mtr. (\$/m ² Floor Area)	minimum charge 93 sq. mtr. (\$/m ² Floor Area)	minimum charge 0.405 hectare (\$/Hectare Site Area)	minimum charge 93 sq. mtr. (\$/m ² Floor Area)
Sector	(\$/Lot or Unit)	(\$/Lot or Unit)	(\$/Lot or Unit)	(\$/Unit)	(\$/Unit)	(\$/m ² Floor Area)	(\$/m ² Floor Area)	(\$/Hectare Site Area)	(\$/m ² Floor Area)	(\$/m ² Floor Area)	(\$/Hectare Site Area)	(\$/m ² Floor Area)
SERVICES												
ROADS												
South Mission	R-B	28,036	25,344	18,837	17,163	10,608	46.42	69,249	92.83	Exempt	34,625	46.42
North of Main City	R-E	20,109	18,178	13,511	12,311	7,609	33.29	49,671	66.59	Exempt	24,836	33.29
Main City/Common	R-I	12,201	11,029	8,198	7,469	4,617	20.20	30,137	40.40	Exempt	15,069	20.20
WATER												
City-Wide	W-A	1,023	925	688	626	387	1.69	5,675	3.39	3.39	2,837	1.69
WASTEWATER TRUNKS												
City-Wide	S-A	1,956	1,768	1,314	1,197	740	3.24	10,844	6.48	6.48	5,422	3.24
WASTEWATER TREATMENT												
City-Wide	T-A	4,892	4,422	3,287	2,995	1,851	8.10	27,125	16.20	16.20	13,563	8.10
DRAINAGE												
City-Wide	D-A	720	504	288	216	216	2.16	5,399	2.66	2.66	2,700	1.44
PARKS												
Parkland Acquisition	P-A	8,545	8,545	8,545	8,545	8,545	7.07	10,554	Exempt	Exempt	5,277	7.07
Park Development	P-D	6,623	6,623	6,623	6,623	6,623	5.48	8,180	Exempt	Exempt	4,090	5.48