

**City of Kelowna**  
**Regular Council Meeting**  
**AGENDA**



Monday, July 10, 2017  
1:30 pm  
Council Chamber  
City Hall, 1435 Water Street

**Pages**

**1. Call to Order**

This meeting is open to the public and all representations to Council form part of the public record. A live audio and video feed is being broadcast and recorded by CastaNet and a delayed broadcast is shown on Shaw Cable.

**2. Confirmation of Minutes**

4 - 12

PM Meeting - June 26, 2017

**3. Public in Attendance**

**3.1 Kelowna Art Gallery**

13 - 48

Annual presentation to Council by Nataley Nagy, Executive Director, Kelowna Art Gallery

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

**4.1 5555 Lakeshore Rd, Z17-0010 - Dana Johnson and Carmen Janzen**

49 - 83

**Mayor to invite the Applicant, or Applicant's Representative, to come forward.**

To consider a Staff recommendation to NOT rezone the subject property from the A1c – Agriculture 1 with Carriage House zone to the RR1c – Rural Residential 1 with Carriage House zone, to facilitate a two lot subdivision to create two rural residential lots, both with carriage houses.

**4.2 2375 Abbott St, Z17-0038 - Aurora Exteriors Ltd**

84 - 92

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

**4.3 2375 Abbott St, Z17-0038 (BL11442) - Aurora Exteriors Ltd**

93 - 93

To give Bylaw No. 11442 first reading in order to rezone the subject property from RU1 - Large Lot Housing zone to RU1c - Large Lot Housing with Carriage House zone.

<b>4.4</b>	<b>1350 and 1370 KLO Rd, OCP17-0010 &amp; Z17-0026 - Summerwood Retirement Resort Holding Corporation</b>	<b>94 - 97</b>
	To amend the Official Community Plan to change the Future Land Use designation and to rezone the subject properties to facilitate the development of supportive housing on the subject properties.	
<b>4.5</b>	<b>1350 and 1370 KLO Rd, BL11433 (OCP17-0010) - Summerwood Retirement Resort Holding Corporation</b>	<b>98 - 99</b>
	<b>Requires a majority of all members of Council. (5)</b>	
	To amend Bylaw No. 11433 at first reading in order to change the Future Land Use Designation on the subject properties as per Map A.	
<b>4.6</b>	<b>1350 and 1370 KLO Rd, BL11434 (Z17-0026) - Summerwood Retirement Resort Holding Corporation</b>	<b>100 - 101</b>
	To amend Bylaw No. 11434 at first reading in order to rezone the subject properties as per Map B.	
<b>5.</b>	<b>Bylaws for Adoption (Development Related)</b>	
<b>5.1</b>	<b>604 Old Meadows Rd, BL11317 (Z16-0049) - Tony Pulice Constuction Ltd</b>	<b>102 - 102</b>
	To adopt Bylaw No. 11317 in order to rezone the subject property from RU1 – Large Lot Housing to RU2 – Medium Lot Housing to facilitate a 4 lot subdivision.	
<b>5.2</b>	<b>4975 Buckhaven Ct, OCP16-0017 (BL11424) - Vincent and Pamela Blaskovich</b>	<b>103 - 104</b>
	<b>Requires a majority of all members of Council. (5)</b>	
	To adopt Bylaw No. 11424 in order to change the Future Land Use designation of portions of the subject property as per Map "A".	
<b>5.3</b>	<b>4975 Buckhaven Ct, Z16-0058 (BL11425) - Vincent and Pamela Blaskovich</b>	<b>105 - 106</b>
	To adopt Bylaw No. 11425 in order to change the Zoning classification of portions of the subject property as per Map "B".	
<b>6.</b>	<b>Non-Development Reports &amp; Related Bylaws</b>	
<b>6.1</b>	<b>Library Society Dissolution</b>	<b>107 - 115</b>
	To seek approval from Council to have the Library Society's Board of Directors dissolve the society effective October 31, 2017.	
<b>6.2</b>	<b>Federation of Canadian Municipalities Grant Application</b>	<b>116 - 123</b>
	To receive Council's approval for grant application for the above noted project for the Federation of Canadian Municipalities - Municipal Asset Management Program.	

<b>6.3</b>	<b>Transit Improvement Program (TIP) 3-year MOU and 2017 Service Adjustment</b>	<b>124 - 149</b>
	To provide Council with information and seek approval for planned transit service adjustments for fall 2017, and to seek Council approval in principle for transit expansion planned from 2018 – 2021.	
<b>6.4</b>	<b>Road Closure and Sale – Portion of Tina Court adjacent to 482 Clifton Road N</b>	<b>150 - 152</b>
	To close a 787m <sup>2</sup> portion of Tina Court adjacent to 482 Clifton Road North.	
<b>6.5</b>	<b>Proposed Road Closure for a Portion of Clifton Rd North</b>	<b>153 - 154</b>
	To give Bylaw No. 11441 first, second and third readings in order to close a portion of Clifton Rd North.	
<b>7.</b>	<b>Bylaws for Adoption (Non-Development Related)</b>	
<b>7.1</b>	<b>Portion of Sutherland Ave, BL11362 - Road Closure Bylaw</b>	<b>155 - 157</b>
	Mayor to invite anyone in the public gallery who deems themselves affected by the proposed road closure to come forward.	
	To adopt Bylaw No. 11362 in order to permanently close a portion of Sutherland Road.	
<b>8.</b>	<b>Mayor and Councillor Items</b>	
<b>9.</b>	<b>Termination</b>	



## City of Kelowna Regular Council Meeting Minutes

Date: Monday, June 26, 2017  
 Location: Council Chamber  
 City Hall, 1435 Water Street

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

Staff Present City Manager, Ron Mattiussi; City Clerk, Stephen Fleming, Cultural Services Manager, Sandra Kochan\*; Social Development Manager, Sue Wheeler\*; Community Planning Department Manager, Ryan Smith\*; Suburban & Rural Planning Manager, Todd Cashin\*; Urban Planning Manager, Terry Barton\*; Planner, Emily Williamson\*; Accounting Operations Manager, Garry Filafilo; Controller, Jackie Dueck\*; Legislative Coordinator (Confidential), Arlene McClelland

(\* denotes partial attendance)

### 1. Call to Order

Mayor Basran called the meeting to order at 1:35 p.m.

Mayor Basran advised that the meeting is open to the public and all representations to Council form part of the public record. A live audio and video feed is being broadcast and recorded by CastaNet and a delayed broadcast is shown on Shaw Cable.

### 2. Confirmation of Minutes

Moved By Councillor Hodge/Seconded By Councillor Gray

R504/17/06/26 THAT the Minutes of the Regular Meetings of June 19, 2017 be confirmed as circulated.

Carried

### 3. Committee Report

#### 3.1 Journey Home Task Force Terms of Reference

Staff:

- Displayed a PowerPoint Presentation outlining the Journey Home Task Force Terms of Reference and introduced the two Co-Chairs.

Moved By Councillor Stack/Seconded By Councillor Singh

**R505/17/06/26** THAT Council approves the Journey Home Task Force Terms of Reference as outlined in the June 26, 2017, report from the Social Development Manager;

AND THAT Council approves the appointment of Dr. Kyleen Myrah and Martin Bell as Co-Chairpersons of the Journey Home Task Force.

**Carried**

#### **4. Public in Attendance**

##### **4.1 Kelowna Museums**

Sandra Kochan, Cultural Services Manager

- Introduced Janet Digby, Kelowna Museums Executive Director

Janet Digby, Kelowna Museums Executive Director

- Displayed a PowerPoint Presentation summarizing the Kelowna Museums annual activities.

#### **5. Development Application Reports & Related Bylaws**

##### **5.1 540 Jaginder Lane, Z16-0086 - Michael and Edgar Hiebert**

Mayor Basran declared a conflict of interest as the subject property was formerly owned by his parents who are assisting the applicant and departed the meeting at 2:42 p.m.

Deputy Mayor Donn took over as Chair.

Staff:

- Displayed a PowerPoint Presentation summarizing the application.

Moved By Councillor Singh/Seconded By Councillor Stack

**R506/17/06/26** THAT Rezoning Application No. Z16-0086 to amend the City of Kelowna Zoning Bylaw No. 8000 by changing the zoning classification of *Lot A Section 24 TWP 26 ODYD Plan 19310 Except Plan KAP88059*, located at 540 Jaginder Lane, Kelowna, BC from the A1 - Agriculture zone to the RR3c – Rural Residential 3 with Carriage House zone be considered by Council;

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

AND THAT final adoption of the Rezoning Bylaw be considered subsequent to the outstanding conditions of approval as set out in Schedule "A" attached to the Report from the Community Planning Department dated June 26, 2017;

AND THAT final adoption of the Rezoning Bylaw be considered subsequent to the issuance of a Farm Protection Development Permit, that includes a vegetated and fenced buffer to the agricultural property to the east;

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

**Carried**

##### **5.2 540 Jaginder Lane, BL11431 (Z16-0086) - Michael and Edgar Hiebert**

Moved By Councillor Hodge/Seconded By Councillor Given

**R507/17/06/26** THAT Bylaw No. 11431 be read a first time.

**Carried**

Mayor Basran resumed the Chair at 2:46 p.m.

**5.3 454 Glenwood Ave, Z17-0031 - Lindsay Gibson and Meghan Wise**

Staff:

- Displayed a PowerPoint Presentation summarizing the application.

Moved By Councillor DeHart/Seconded By Councillor Singh

**R508/17/06/26** THAT Rezoning Application No. 17-0031 to amend the City of Kelowna Zoning Bylaw No. 8000 by changing the zoning classification of Parcel A (DD 143142F and Plan B6681) of Lot 3 District Lot 14 ODYD Plan 3910, located at 454 Glenwood Ave, Kelowna, BC from the RU1 – Large Lot Housing zone to the RU1c – Large Lot Housing with Carriage House zone, be considered by Council;

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

**Carried**

**5.4 454 Glenwood Ave, BL11432 (Z17-0031) - Lindsay Gibson and Meghan Wise**

Moved By Councillor Donn/Seconded By Councillor Hodge

**R509/17/06/26** THAT Bylaw No. 11432 be read a first time.

**Carried**

**5.5 1350 and 1370 KLO Rd, OCP17-0010 and Z17-0026 - Summerwood Retirement Resort Holding Corporation**

Staff:

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

Moved By Councillor Singh/Seconded By Councillor Sieben

**R510/17/06/26** THAT Official Community Plan Map Amendment Application No. OCP17-0010 to amend Map 4.1 in the Kelowna 2030 – Official Community Plan Bylaw No. 10500 by changing the Future Land Use designation of Lot 15 District Lot 131 ODYD Plan 10710 Except Plan KAP79079 and Lot 1 District Lot 131 ODYD Plan 27982 Except Plan KAP79079, located 1350 KLO Road & 1370 KLO Road, Kelowna, BC from the S2RES - Single / Two Unit Residential designation and the EDINST – Educational/Major Institutional designation to the MRM – Multiple Unit Residential (Medium Density) designation, be considered by Council;

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

AND THAT Council considers the Public Information Session public process to be appropriate consultation for the Purpose of Section 879 of the *Local Government Act*, as outlined in the Report from the Community Planning Department dated June 26, 2017;

THAT Rezoning Application No. Z17-0026 to amend the City of Kelowna Zoning Bylaw No. 8000 by changing the zoning classification of Lot 15 District Lot 131 ODYD Plan 10710 Except Plan KAP79079 and Lot 1 District Lot 131 ODYD Plan 27982 Except Plan KAP79079, located 1350 KLO Road & 1370 KLO Road, Kelowna, BC from the RU1 – Large Lot Housing zone and the P2 – Educational / Minor Institutional zone to the RM5 – Medium Density Multiple Housing zone, be considered by Council;

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

AND THAT final adoption of the Official Community Plan Map Amending Bylaw and the Rezoning Bylaw be considered subsequent to the outstanding conditions of approval as set out in Schedule "A" attached to the Report from the Community Planning Department dated June 26, 2017;

AND THAT final adoption of the Official Community Plan Map Amending Bylaw and the Rezoning Bylaw be considered subsequent to the applicant being required to register on the subject property a section 219 no disturb/no build restrictive covenant to ensure the ongoing protection of the environmentally sensitive habitat;

AND FURTHER THAT final adoption of the Official Community Plan Map Amending Bylaw and the Rezoning Bylaw be considered in conjunction with Council's consideration of both a Natural Environment Development Permit, a Form & Character Development Permit & a Development Variance Permit for the subject property.

**Carried**

**5.6 1350 and 1370 KLO Rd, BL11433 (OCP17-0010) - Summerwood Retirement Resort Holding Corporation**

Moved By Councillor Hodge/Seconded By Councillor Donn

**R511/17/06/26** THAT Bylaw No. 11433 be read a first time;

AND THAT the bylaw be considered in conjunction with the City's Financial Plan and Waste Management Plan.

**Carried**

**5.7 1350 and 1370 KLO Rd, BL11434 (Z17-0026) - Summerwood Retirement Resort Holding Corporation**

Moved By Councillor Hodge/Seconded By Councillor Gray

**R512/17/06/26** THAT Bylaw No. 11434 be read a first time.

**Carried**

**5.8 2045 Loseth Rd and 1261 Kloppenburg Rd, OCP17-0009 and Z17-0024 - Kirschner Mountain Estates Ltd**

Staff:

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

Moved By Councillor Stack/Seconded By Councillor Hodge

**R513/17/06/26** THAT Official Community Plan Map Amendment Application No. OCP17-0009 to amend Map 4.1 in the Kelowna 2030 – Official Community Plan Bylaw No. 10500 by changing the Future Land Use designation of:

portions of Lot 3 Section 13 Township 26 ODYD Plan KAP86315, located at 2045 Loseth Road, Kelowna, BC from the S2RESH – Single / Two Unit Residential – Hillside designation to the PARK – Major Park / Open Space (Public) designation, and from the PARK – Major Park / Open Space (Public) designation to the S2RESH – Single / Two Unit Residential – Hillside designation; and

portions of Lot 2 Section 13 Township 26 ODYD Plan KAP86315, located at 1261 Kloppenburg Road, Kelowna, BC from the MRL – Multiple Unit Residential (Low Density) designation to the PARK – Major Park / Open Space (Public) designation

as shown on Map “A” attached to the Report from the Community Planning Department dated June 19, 2017 be considered by Council;

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

AND THAT Council considers the Public Hearing process to be appropriate consultation for the purpose of Section 475 of the *Local Government Act*, as outlined in the Report from the Community Planning Department dated June 26, 2017;

AND THAT Rezoning Application No. Z17-0024 to amend the City of Kelowna Zoning Bylaw No. 8000 by changing the zoning classification of:

portions of Lot 3 Section 13 Township 26 ODYD Plan KAP86315, located at 2045 Loseth Road, Kelowna, BC from the RU4h – Low Density Cluster Housing (Hillside Area) zone to the P3 – Parks and Open Space zone, and from the P3 – Parks and Open Space zone to the RU1h – Large Lot Housing (Hillside Area) zone; and

portions of Lot 2 Section 13 Township 26 ODYD Plan KAP86315, located at 1261 Kloppenburg Road, Kelowna, BC from the RM3h – Low Density Multiple Housing (Hillside Area) zone to the RM3 – Low Density Multiple Housing zone, and from the A1 – Agriculture 1 zone to the P3 – Parks and Open Space zone

as shown on Map “B” attached to the Report from the Community Planning Department dated June 26, 2017, be considered by Council;

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

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

**Carried**

**5.9 2045 Loseth Rd and 1261 Kloppenburg Rd, BL11435 (OCP17-0009) - Kirschner Mountain Estates**

Moved By Councillor Gray/Seconded By Councillor Hodge

**R514/17/06/26** THAT Bylaw No. 11435 be read a first time;

AND THAT the bylaw be considered in conjunction with the City's Financial Plan and Waste Management Plan.

**Carried**

**5.10 2045 Loseth Rd and 1261 Kloppenburg Rd, BL11436 (Z17-0024) - Kirschner Mountain Estates**

Moved By Councillor Singh/Seconded By Councillor DeHart

**R515/17/06/26** THAT Bylaw No. 11436 be read a first time.

**Carried**

**5.11 5317 Chute Lake Road, OCP17-0001 and TA17-0001 - 1104053 BC Ltd**

Staff:

- Displayed a PowerPoint Presentation summarizing the application.

Moved By Councillor Donn/Seconded By Councillor Given

**R516/17/06/26** THAT Official Community Plan Map Amendment Application No. OCP17-0001 to amend Map 4.1 in the Kelowna 2030 – Official Community Plan Bylaw No. 10500 by changing the Future Land Use designation of Lot 20 Sections 23 and 24 Township 28 SDYD KAP74693, located at 5317 Chute Lake Road, Kelowna, BC from the PARK – Major Park – Open Space designation to the S2RES – Single/ Two Unit Residential designation, as shown on Map “A” attached to the Report from the Community Planning Department dated June 26, 2017, be considered by Council;

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

AND THAT the requirement to hold a Public Information Session prior to the Official Community Plan Map Amending Bylaw receiving first reading, in accordance with the *Local Government Act*, and the City of Kelowna’s Development Applications Procedures Bylaw No. 10540, be waived;

AND THAT Zoning Bylaw Text Amendment Application No. TA17-0002 to amend the City of Kelowna Zoning Bylaw No. 8000 as outlined in the Report from the Community Planning Department dated June 26, 2017 for Lot 20 Sections 23 and 24 Township 28 SDYD KAP74693, located at 5317 Chute Lake Road, Kelowna, BC be considered by Council;

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

AND THAT final adoption of the Official Community Plan Map amending Bylaw and the Zoning Bylaw Text Amending Bylaw be considered subsequent to the outstanding conditions of approval as set out in Schedule “A” attached to the Report from the Community Planning Department dated June 26, 2017.

**Carried**

**5.12 5317 Chute Lake Road, BL11437 (OCP17-0001) - 1104053 BC Ltd**

Moved By Councillor DeHart/Seconded By Councillor Singh

**R517/17/06/26** THAT Bylaw No. 11437 be read a first time;

AND THAT the bylaw be considered in conjunction with the City's Future Financial Plan and Waste Management Plan.

**Carried**

**5.13 5317 Chute Lake Road, BL11438 (TA17-0001) - 1104053 BC Ltd**

Moved By Councillor Stack/Seconded By Councillor Singh

R518/17/06/26 THAT Bylaw No. 11438 be read a first time.

Carried

Mayor Basran moved Item 6.1 before Item 5.14.

**6.1 140 Mills Road, BL11391 (Z17-0003) - Derer's Tile Haus Inc. No. BC917501**

Moved By Councillor Stack/Seconded By Councillor DeHart

R519/17/06/26 THAT Bylaw No. 11391 be adopted.

Carried

**5.14 140 Mills Road, DP17-0004 - Derer's Tile Haus Inc. Inc. No. BC0917501**

Staff:

- Displayed a PowerPoint Presentation summarizing the application.

Moved By Councillor Donn/Seconded By Councillor Sieben

R520/17/06/26 THAT final adoption of Rezoning Bylaw No. 11391 be considered by Council;

AND THAT Council authorizes the issuance of Development Permit No. DP17-0004 for Lot 3, District Lot 125, ODYD, Plan 9286, located at 140 Mills Road, 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 form of a "Letter of Credit" in the amount of 125% of the estimated value of the landscaping, as determined by a Registered Landscape Architect;

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

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

**5.15 2800 Hwy 97 N, OCP16-0021 (BL11405) & Z16-0072 (BL11406), 0802333 BC Ltd. - Reconsideration**

Mayor Basran provided reasons for bringing this application back for reconsideration.

Moved By Councillor Hodge/Seconded By Councillor Given

R521/17/06/26 THAT Council Resolution No. R438/17/05/30 be rescinded;

AND THAT Bylaw No. 11405 (OCP16-0021) and Bylaw No. 11406 (Z16-0072) be forwarded to a Public Hearing for further consideration.

Carried**6. Bylaws for Adoption (Development Related)****6.1 140 Mills Road, BL11391 (Z17-0003) - Derer's Tile Haus Inc. No. BC917501**

Item was brought forward earlier in the meeting.

**7. Non-Development Reports & Related Bylaws****7.1 2016 Annual Report**

Staff:

- Provided an overview of the 2016 Annual Financial Report.

Moved By Councillor Given/Seconded By Councillor Donn

**R522/17/06/26** THAT Council receives, for information, the 2016 Annual Report, titled Connected, for the year ended December 31, 2016 attached to the Report of the Accounting Operations Manager dated June 26, 2017;

AND THAT Council receives, for information, the 2016 Statement of Financial Information report that includes: Council Remuneration and Expense Report, Schedule of Remuneration and Expenses paid to or on behalf of each employee, Schedule of Payments to Suppliers for the Provision of Goods and Services and Schedule of Payments to Suppliers for Grants and Contributions attached to the Report of the Accounting Operations Manager dated June 26, 2017.

Carried**8. Mayor and Councillor Items**

Councillor Singh:

- Spoke to an amazing art exhibit being displayed at the Kelowna Art Gallery.
- Kudos to Dilworth TD Canada Trust employees who helped paint the Starbright Child Development Centre on the weekend.

Councillor Sieben:

- Kudos to everyone who participated in the children's ball tournament on the weekend.

Councillor Gray:

- Spoke to her attendance at the Annual Ministerial Lunch last week at the Evangel Church.
- Spoke to her attendance at an event where she was able to observe the end of the Rail to Trail in the north.

Councillor Donn:

- Spoke to the Variety Children's Charity Week Fundraiser.
- Spoke to his attendance at the Annual Ministerial Lunch
- Spoke to the Parks Alive initiative of Pianos in the Parks and commented on the fabulous new pianos.

Councillor Given:

- Spoke to the signing of the MOU between the Regional District and Westbank First Nations on the protection and preservation of cultural sites within Regional Parks.
- Call out to all who were resilient during a heavy rainstorm while attending National Aboriginal Day.
- Spoke to the opening ceremonies at the new Police Services Building and the Indigenous Gardens at Okanagan College.

Mayor Basran

- Advised that a formal ceremony begins at 11:00 a.m. at the new Police Services Building and the parade begins at 10:30 a.m.
- Reminder that Council's summer schedule begins next month.
- Wished a Happy 22<sup>nd</sup> Birthday to the Farmers and Crafters Market who will soon be operating downtown Kelowna.

**9. Termination**

This meeting was declared terminated at 3:39 p.m.

\_\_\_\_\_  
Mayor

/acm

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

DRAFT



# 2016 Report to Council



1977  
-  
2017

# Our Purpose

We focus on engaging our visitors, inspiring our audiences, and being innovative in the ways we gather people together to create community through art.



# Nationally Significant Exhibitions

8



# Nationally Significant Exhibitions

8



# Nationally Significant Exhibitions

8

## **DRAWING** from **LIFE**

David Alexander Rose Braun Jane Everett Wanda Lock  
Amy Modahl Gary Pearson Sage Sidley Johann Wessels

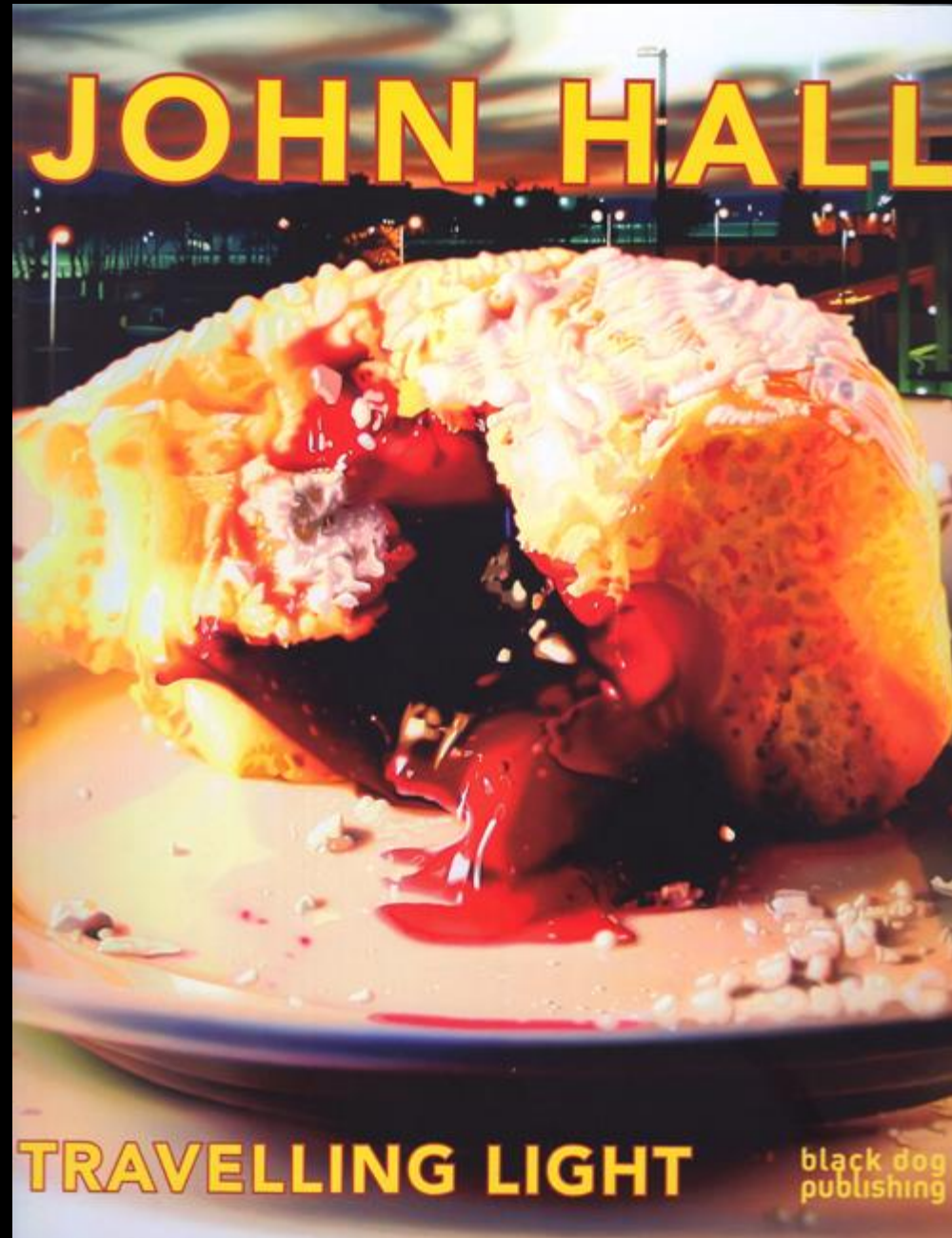


YLW

Seen by  
**1.7 million**  
travelers



# Publications



# Publications

## Work to Rule: Krista Belle Stewart

*Guest curator: Tania Willard*

[Work to Rule](#)[Curatorial Essay](#)[Works in the Exhibition](#)[Artist's Biography](#)[Curator's Biography](#)[Back to the Kelowna Art Gallery](#)

### Curatorial Essay

**Work to Rule**

**By Tania Willard, Guest Curator**

This exhibition of recent and new works by Stewart, uses conceptual abstraction as a strategy of intervention into representative documentary and archival sources. Stewart's refined questioning of authenticity and the constructed images of Indigenous peoples are layered, re-imaging the image and fragmenting the narrative implied and imagined within the documentary context. Her de-contextualizing of documentary image making and research-focused practice is a method of inserting her own agency in navigating cultural institutions. Stewart's focus on the documentary and archival source is not about the past, her extension of the idea of the archive and the aggregating of images, data and ideas are

A man and a young girl are smiling and looking towards the camera. They are positioned in front of a large, colorful abstract painting that features a prominent red sun-like shape with radiating lines and other swirling colors like yellow, blue, and green. The man is on the right, wearing a black t-shirt and sunglasses on his head. The girl is on the left, wearing a grey vest over a striped shirt.

# Family Sundays

Every Sunday  
1 to 4 pm

Programs



# Community Engagement

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**824**

community-based artists  
exhibited



# Community Engagement

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**498** adult art class  
participants

**34** tours for visually impaired

**336** Participants in art classes for  
adults with developmental challenges

# DRAWN TOGETHER

ANNUAL MEMBERS' EXHIBITION

## Community Engagement

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**280**

Cultural Access Passes for new  
Canadians awarded since 2012



# PEACHLAND VIEW

## **Mysterious fossil from the future sighted in Kelowna's downtown**

January 21st, 2016

The new year has brought a new entity to Kelowna's downtown area. The object, a capsule containing a fossilized human hand print, is attached to a light post located in the 200 block of Bernard Avenue near the entrance to Kelly O'Bryan's restaurant in Kelowna.

The accompanying info asks whether this was noteworthy to people in the future because we will evolve to having more or



# *Fossils from the Future*

**9** downtown locations

**1,986** visits to site

**1,327** users

**4,110** web page views



**Tuesday, Oct. 18th, 12:00–1:00pm**

**PRESENTERS:** Joshua Desnoyers &  
Kyle L. Poirier, Kelowna Art Gallery

**TITLE:** Fossils from the Future:  
Temporary Public Art Project

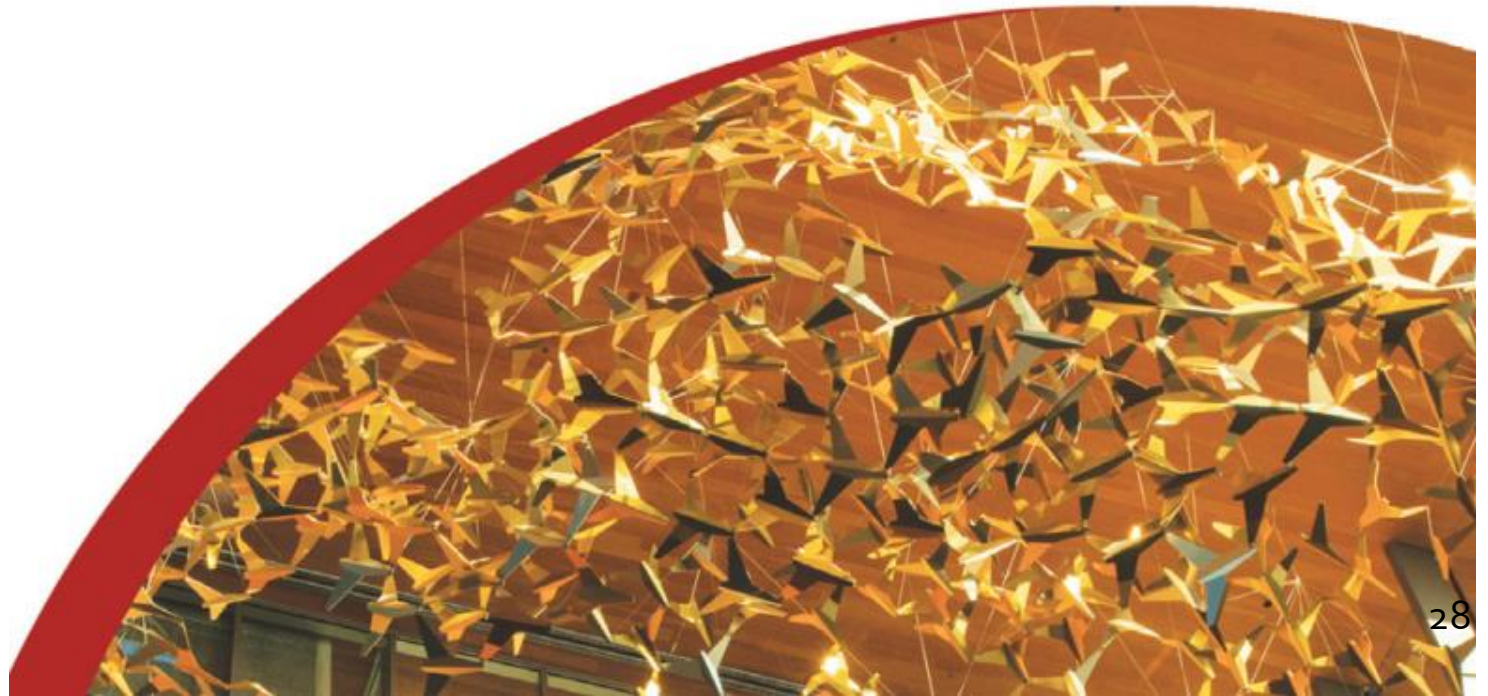


This multi-media presentation will share ideas for creating engagement

opportunities surrounding public art on a tight budget. Using examples from *Fossils from the Future*, a project comprised of nine sculptural works of art that began to “mysteriously” appear in the downtown area of Kelowna, our presenters will recount their journey, sharing the challenges they faced and a few of the things they learned along the way.

CREATIVE CITY  
**N E T W O R K**  
OF CANADA

2016 **Creative City**  
**SUMMIT**  
SURREY, BC • OCTOBER 17 – 19, 2016



# Empowering Young People

More than

**4,700**

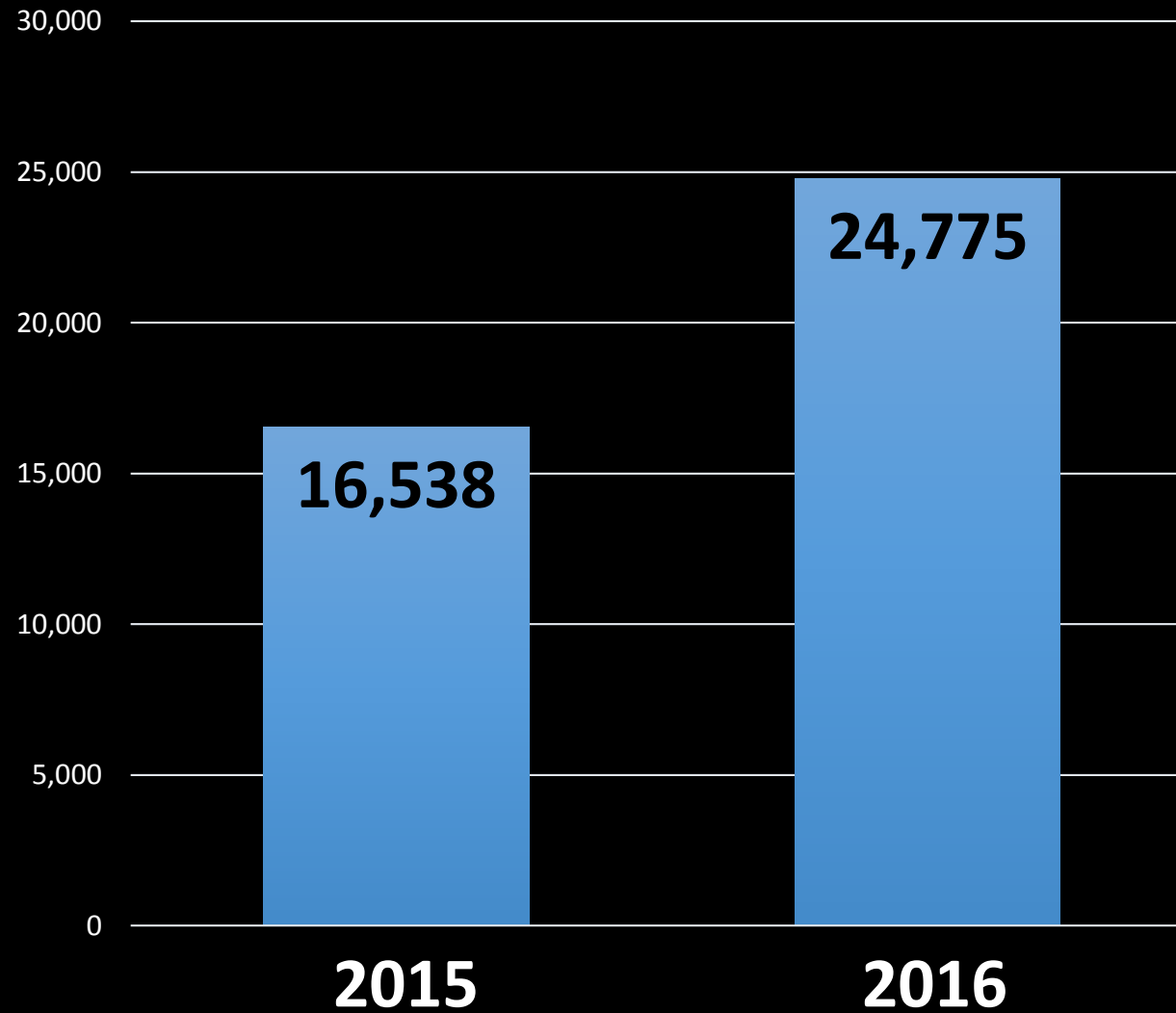
students from SD 23 – up 43%

**+ 4,000**

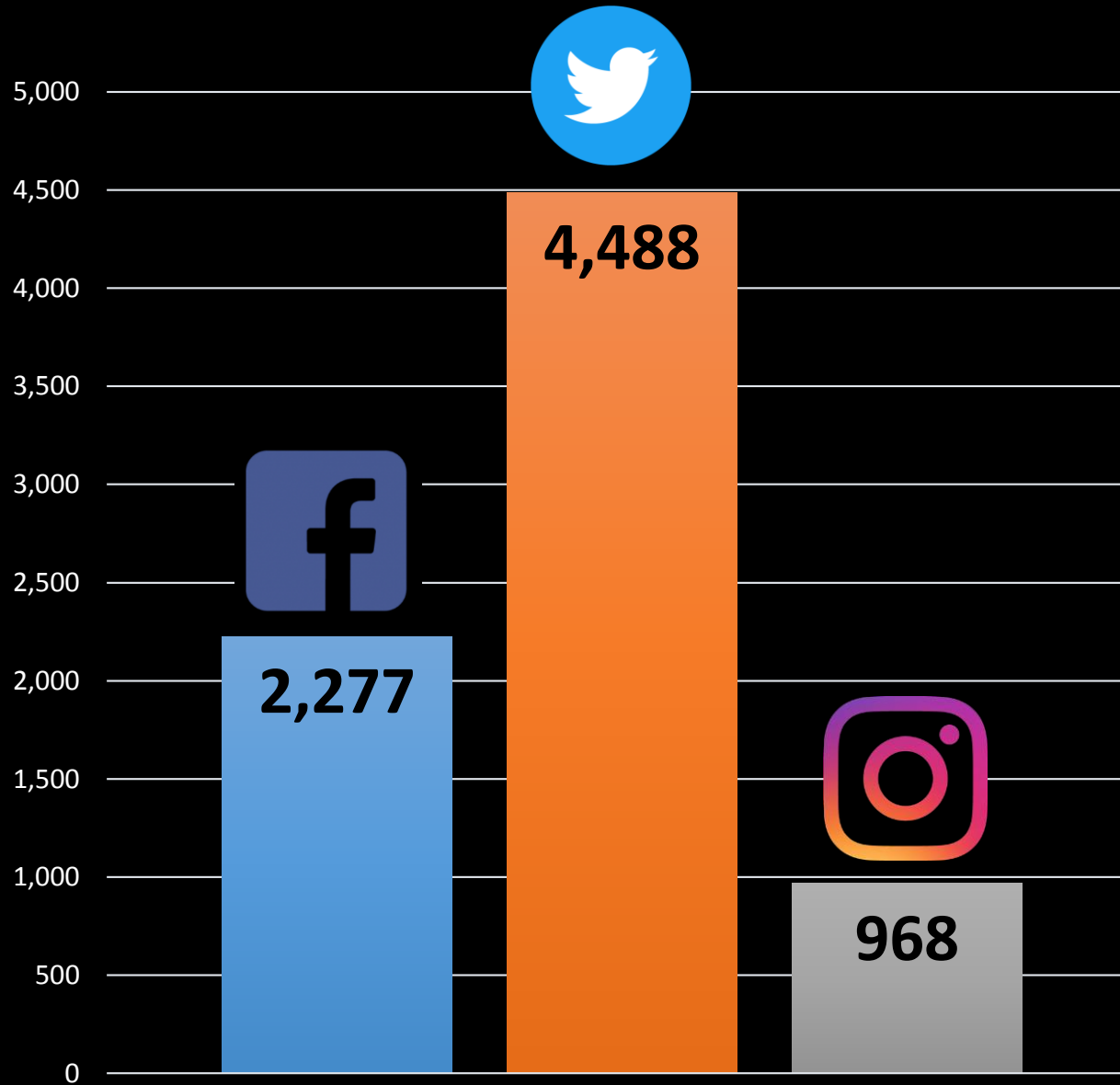
additional students 2016/2017



# Attendance



up **49.8%**



## Internet & Social Media

**29,728**

Website visitors  
- 69% new

**11,041**

YouTube views  
- 52 videos posted

- ☒ Objects
- ☒ Creators ☒ People
- ☒ Containers

Call Number / ISBN / ISSN

Collection

Lexicon Sub-Category

Lexicon Category

Creator (Artist/Photographer/Author)

Title

Date

Object Name / Other Name

People

Description

Medium / Material / Composition

Place

Subject

Search Terms

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# The Artist Herself: Self-Portraits by Canadian Historical Women Artists

January 23 to April 3, 2016



Frances Anne Hopkins, London (England), 1838 – London (England), 1919, *Canoe Manned by Voyageurs Passing a Waterfall*, 1869, oil on canvas, 73.7 x 152.4 cm, Purchase, 1923 (e011153912), Library and Archives Canada, Photo: Library and Archives Canada

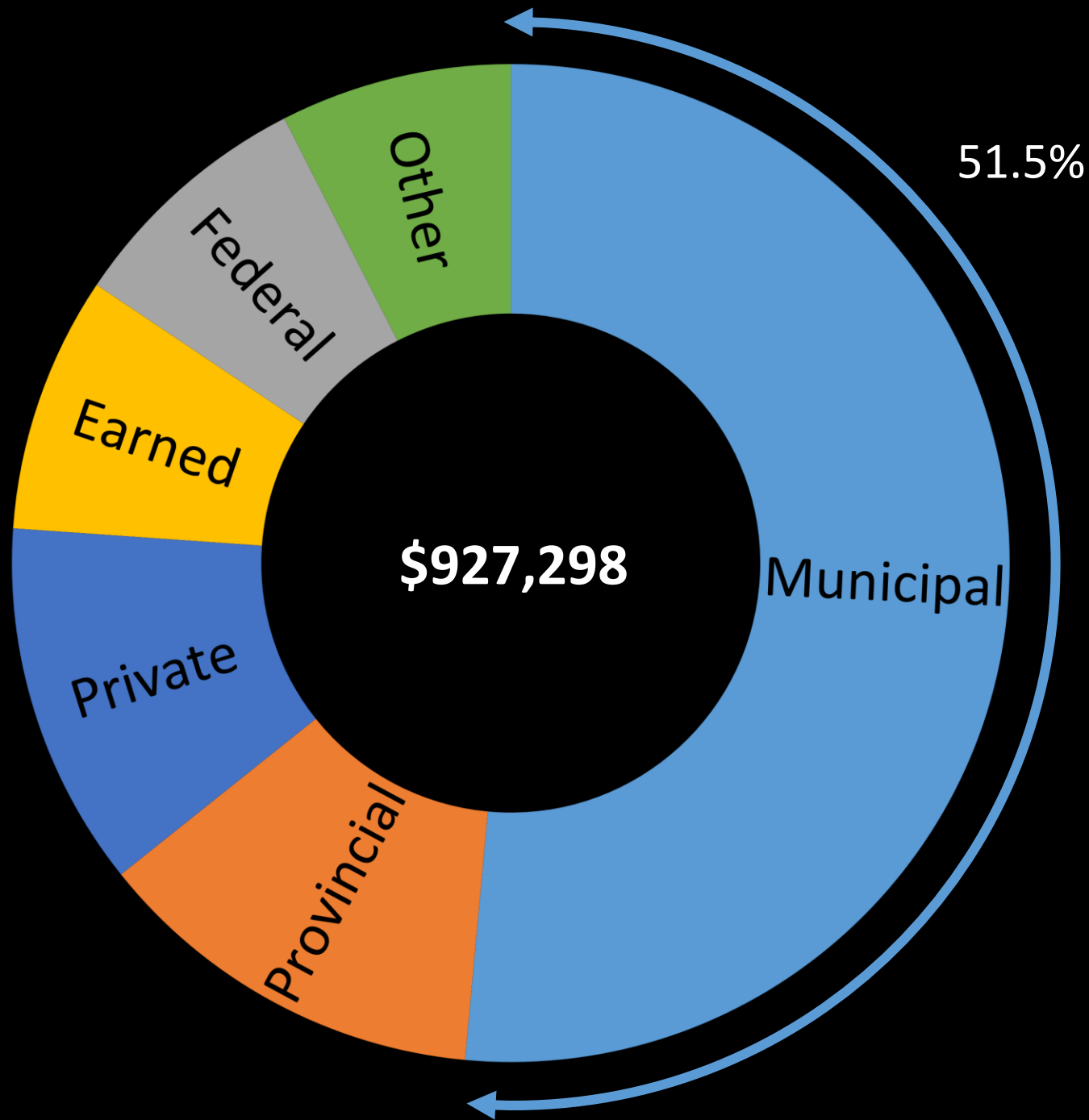
The Kelowna Art Gallery is pleased to bring this ground-breaking exhibition to the Okanagan – the first of its kind. Organized and circulated jointly by the Art Gallery of Hamilton and the Agnes Etherington Art Centre at Queen's University, both in Ontario, the show was co-curated by Tobi Bruce and Alicia Boutilier. The exhibition comprises just over fifty pieces by forty

235 +

articles, interviews,  
and editorial features  
in national, regional,  
and local media

Okanagan Life Magazine, Kelowna Capital News,  
The Daily Courier, YLW Connection, ICON  
Okanagan Magazine, Okanagan Woman  
Magazine, The Phoenix (UBCO), Courier EXTRA.  
Vie des Arts, MICE Magazine, Coastal Beat,  
Castanet.net, oook.ca, infonews.ca,  
KelownaNow.com, CBC British Columbia, The  
Province, National Gallery of Canada Magazine,  
Border Crossings, Canadian Art, Galleries West,  
Preview – The Gallery Guide, Global Okanagan  
News at 5, go! Okanagan, CBC Kelowna Daybreak  
South, AM 1150, Q103.1 FM, and 99.9 Sun FM

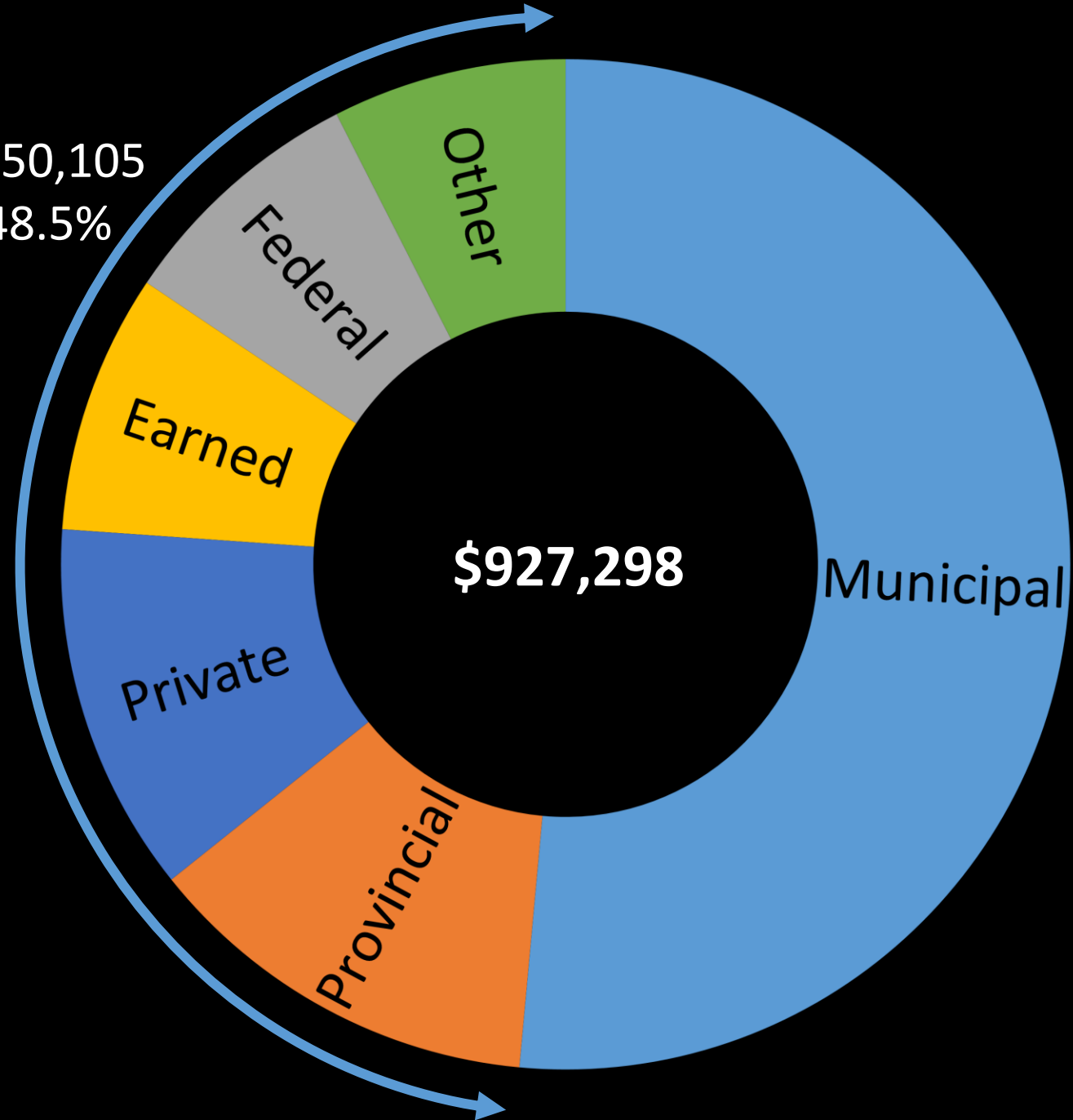
# FINANCES



## 2016 Revenues

Municipal	\$477,193	51.5%
Provincial	118,802	12.8
Federal	75,000	8.1
Earned	77,008	8.3
Private	109,752	11.8
Other	69,543	7.5

\$450,105  
48.5%

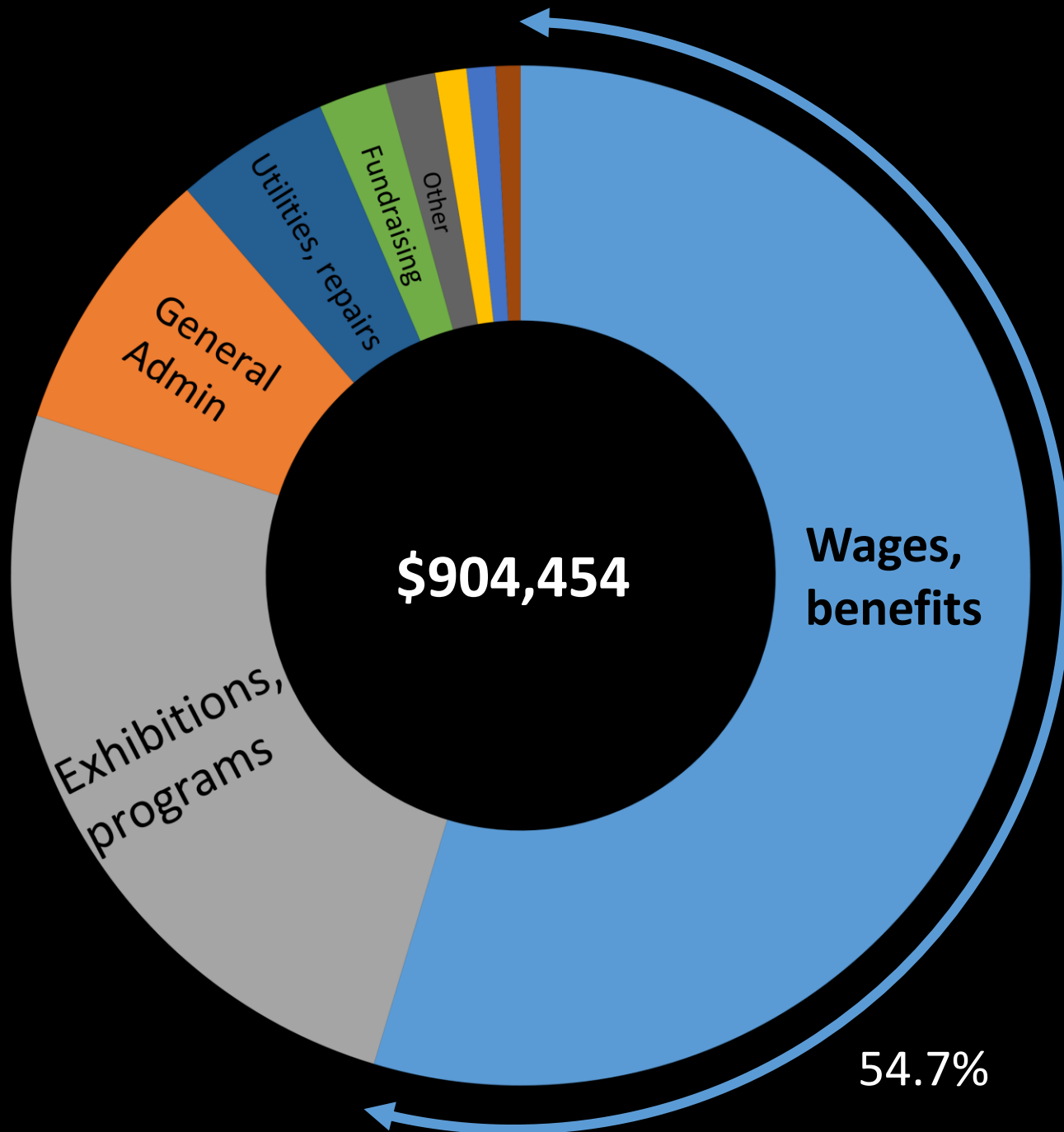


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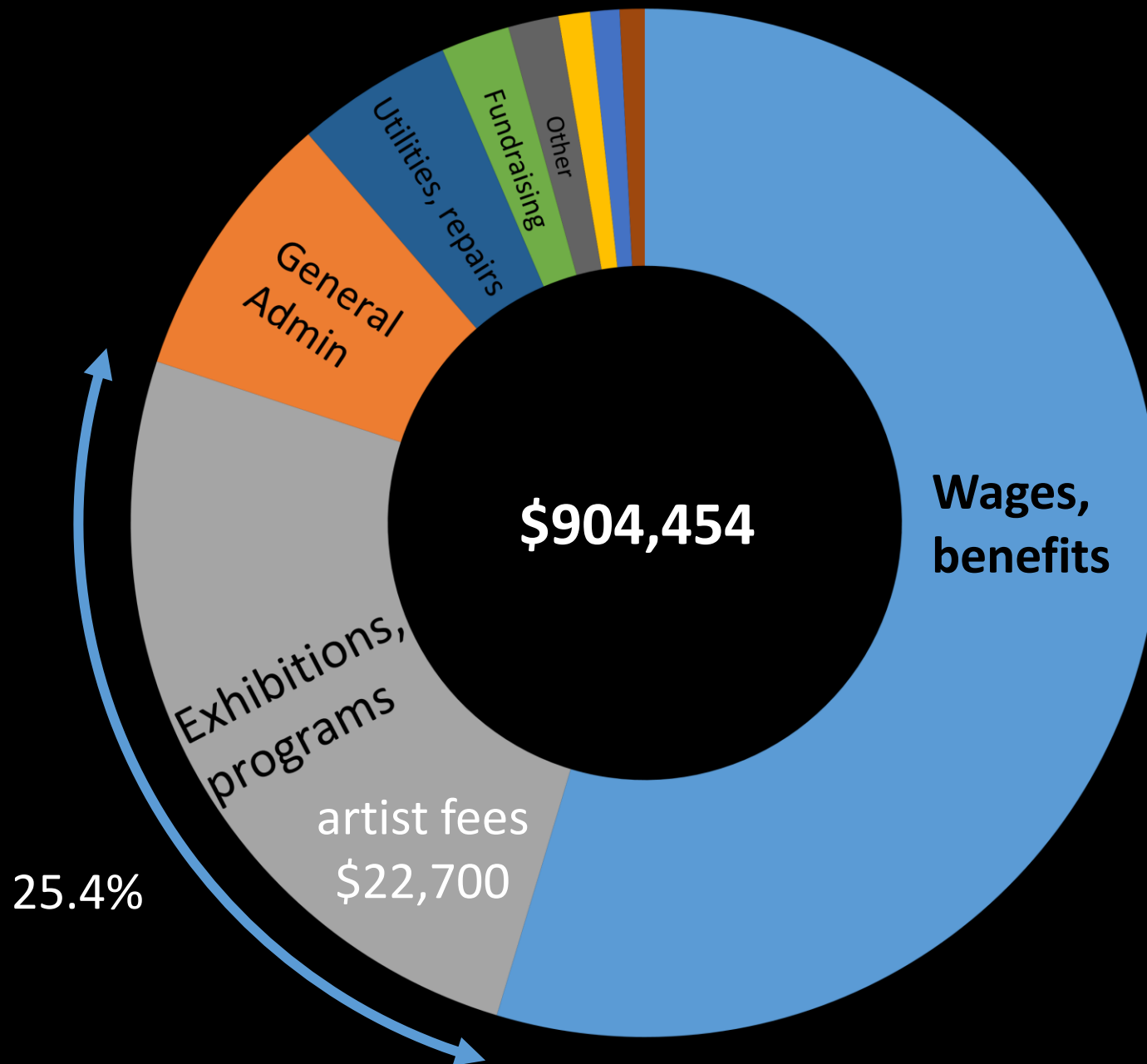
## 2016 Expenses

<b>\$904,454</b>	Wage, benefits	\$494,279
	General Admin	77,374
	Exhibitions, programs	230,026
	Insurance	8,968
	Advertising	8,302
	Fundraising	19,530
	Utilities, repairs	44,548
	Prof dev, consulting	7,098
	Other	14,329



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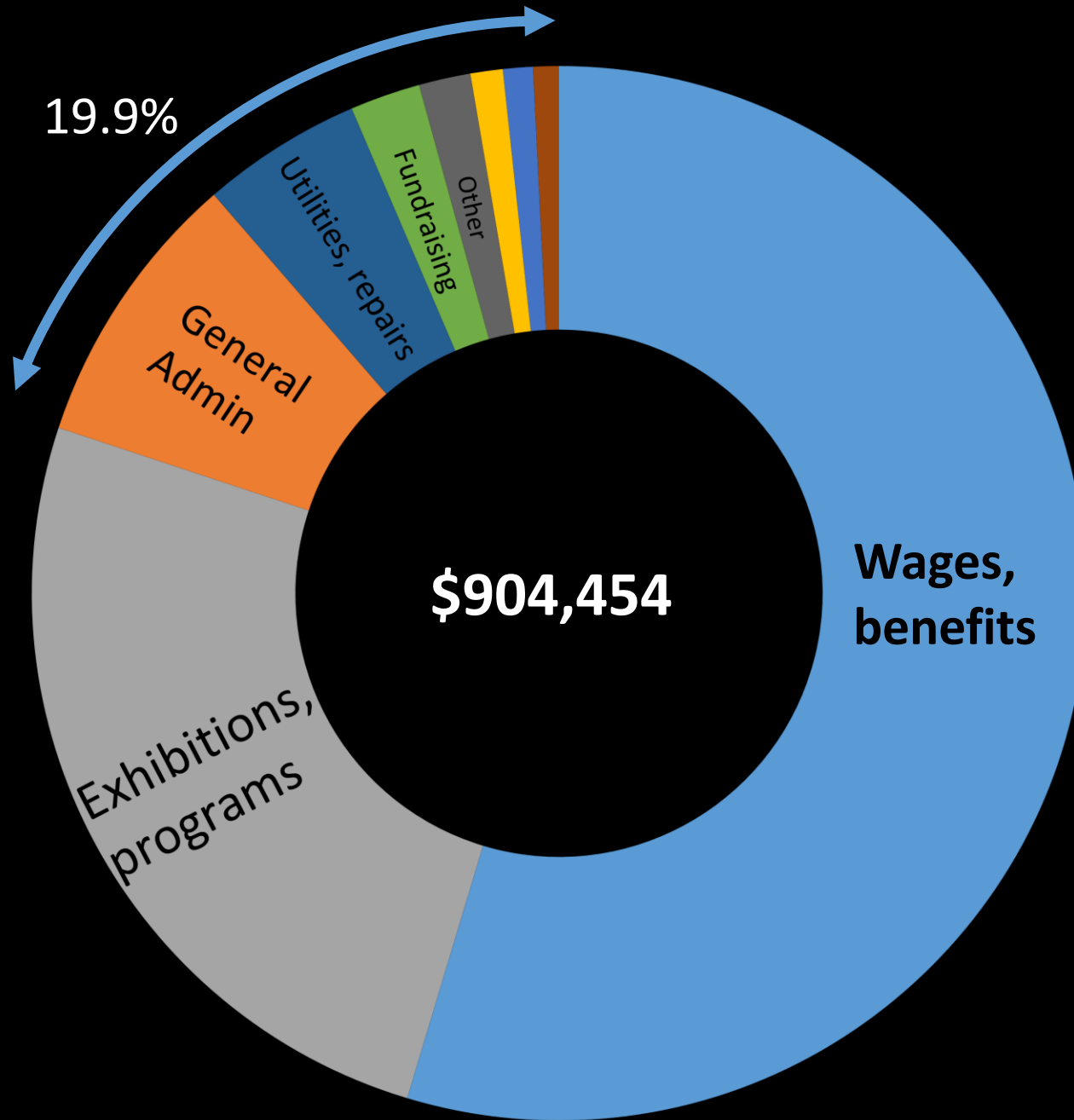
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# The Year Ahead

- Celebrating Canada's 150 with *Kelowna Collects*
- Celebrating the Art Gallery's 40<sup>th</sup> anniversary
- Continue work to increase accessibility, community engagement, and attendance

## Staff



Volunteers

1,482

hours



# Board



Clayton Gall, Paul Mitchell Q.C., Derek Sanders, Joanna Wrzesniewski, Dylana Bloor,  
Mary Butterfield, Joanne McKechnie, Stan Somerville, Candace Surette, Amy Zurrer

City of Kelowna

Province of British Columbia

British Columbia Arts Council

Canada Council for the Arts

Central Okanagan Public Schools

Central Okanagan Foundation

Regional District of Central  
Okanagan

Audain Foundation

Vancouver Foundation

Canadian Museums Association

Young Canada Works

**Thank you**

*as well as*

our members

and individual supporters

**Accelerate Okanagan**  
**Alliance for Equality for**  
**Blind Canadians**  
**The Alternator Centre for**  
**Contemporary Art**  
**CARFAC BC**  
**Community Living BC**  
**Ballet Kelowna**  
**Bumbershoot Children's**  
**Theatre**  
**CAGE conference**

**Canadian Mental Health**  
**Association**  
**Kelowna Chamber of**  
**Commerce**  
**Central Okanagan Women's**  
**Resource & Education Centre**  
**Creative Aging**  
**Arts Council of the Central**  
**Okanagan**  
**Culture Days**  
**Delta Grand Okanagan Resort**  
**Hart House, University of**  
**Toronto**

## **Partners**

**Kelowna Museums**  
**Kelowna Community Music**  
**School**  
**(KCMS)**  
**Opera Kelowna**  
**Rotary Centre for the Arts**  
**School District #23**  
**UBC Okanagan**  
**Vancouver Art Gallery**  
**West Bank First Nations**

thank you!



# REPORT TO COUNCIL



**Date:** July 10, 2017

**RIM No.** 1210-21

**To:** City Manager

**From:** Community Planning Department (MS)

**Application:** Z17-0010      **Owner:** Dana Vanrensselaer Johnson  
Carmen Elaine Janzen

**Address:** 5555 Lakeshore Road      **Applicant:** Bear Land Development

**Subject:** Rezone to RR1c to facilitate a 2 lot subdivision to RR1c with Carriage Houses

**Existing OCP Designation:** Resource Protection Area (REP)

**Existing Zone:** A1c - Agriculture 1 with Carriage House

**Proposed Zone:** RR1c – Rural Residential with Carriage House

---

## 1.0 Recommendation

THAT Rezoning Application No. Z17-0010 to amend the City of Kelowna Zoning Bylaw No. 8000 by changing the zoning classification of *Lot 2 Sections 15 and 22, Township 28, SDYD Plan 6042* located at 5555 Lakeshore Road, Kelowna, BC from the A1c – Agriculture 1 with Carriage House zone to RR1c – Rural Residential 1 with Carriage House zone, as outlined in the Report from the Community Planning Department dated July 10, 2017, NOT be considered by Council.

## 2.0 Purpose

To consider a Staff recommendation to NOT rezone the subject property from the A1c – Agriculture 1 with Carriage House zone to the RR1c – Rural Residential 1 with Carriage House zone, to facilitate a two lot subdivision to create two rural residential lots, both with carriage houses.

## 3.0 Community Planning

Staff does not support the application to rezone the subject property to facilitate a subdivision of the property into two lots with carriage houses on each proposed lot. The City of Kelowna Agriculture Plan, Strategic Plans and Official Community Plan have overlapping policies that direct growth inside the Permanent Growth Boundary, and stipulate non-support of subdivision outside the PGB, regardless if a property is within the Agricultural Land Reserve. In addition, the property is adjacent an active vineyard, and additional dwellings have the potential to increase rural / urban conflicts due to farming practices. Furthermore, the addition of an additional carriage house in this location does not support the infill role

that carriage houses were intended, as it would be remote from transit and services. The parcel relies on a private water system and septic fields. Additional dwellings would require additional reliance on a private water system and two additional septic fields. Through Council's objective this year to 'Protect Agricultural Land', it is important to acknowledge lands adjacent farm land as well as farm land itself, and the difficulty farmers have due to complaints about normal farming practices.

The proposal contradicts the OCP objective of containing urban growth<sup>1</sup>, and focusing development into a compact urban form<sup>2</sup> that maximizes the use of existing infrastructure and contributes to energy efficient settlement patterns. In addition, the OCP protection of local agriculture policy<sup>3</sup> outlines directing urban and residential uses to lands within the Permanent Growth Boundary in order to reduce speculative pressure on agricultural lands, and avoid isolated developments, both within ALR and outside of the ALR. Additionally, the Farm Protection Development Permit objectives and guidelines specifically direct to minimizing the impact of urban encroachment and land use conflicts on agricultural land, and minimize conflicts created by activities between farm uses and non-farm uses within agricultural areas, as well as reducing densities towards the boundary of agricultural lands.

The proposed zoning for each of the proposed parcels is Rural Residential 1 with Carriage House - RR1c. This would result in the current number of dwellings adjacent the neighbouring vineyard from two dwellings to four dwellings. Staff has received correspondence from the neighbouring vineyard, with concerns over potential conflicts and complaints from normal farm practices resulting from additional dwellings should a subdivision be permitted. Their concerns include potential complaints about normal farm practices including such as bird scare cannons, equipment noise and pesticide drift.

Furthermore, the proposed house location is to the southeast corner, closest to the adjacent vineyard. While this location affords the best views, it is also the location that is closest and most vulnerable to normal farm practices conflicts.

#### **4.0 Proposal**

##### **4.1 Project Description**

The applicant is requesting permission to rezone the property from A1c – Agriculture 1 with Carriage House to RR1c – Rural Residential with Carriage House, to facilitate a two lot subdivision. The applicant proposes to subdivide the existing 3.1 ha (7.6 ac) parcel into a 2.1 hectare (5.1 acres) lot and a 1.0 hectare (2.5 acres) lot. An existing easement that provides access to the 125 acre agricultural property to the south, and the next property beyond be is the proposed boundary for the lot split.

Bylaw 7900 Schedule 1, Works & Services Requirements (BL11309) indicates that the parcels must be supplied by a community water distribution system capable of delivering domestic and fire flow demands that meet the parameters of Schedule 4 of that bylaw (see attached Development Engineering Memo). This would require the applicant to bond for and construct a water main extension of approximately 600 metres. Should the applicant wish to go through with the alternate water system proposed, a variance authorized by Council would be required prior to the fourth reading of the rezoning process.

The property currently has a water license with an easement over another Lakeshore Road property. There is also a second water license, currently inactive, for the property that is conditional upon being beneficially

<sup>1</sup> City of Kelowna, 2012. OCP Chapter 1 – Introduction.

<sup>2</sup> City of Kelowna, 2012. Official Community Plan – Chapter 5, Objective 5.3

<sup>3</sup> City of Kelowna, 2012. Official Community Plan – Chapter 5, Objective 5.3

used by December, 2017<sup>4</sup>. This licence crosses Lakeshore Road and goes through the road right of way. The applicant is proposing to consolidate the two licenses into one intake, removing the one on private property and replacing it with the licence in the road right of way area. The intake would be installed with directional drilling under slopes that exceed 45%.

Sewer is not available to the property via the municipal system. The proposed size of the second lot is 1 ha (2.5 acres), which is the minimum size permitted by Interior Health for a septic system. The proposal would require an additional two septic systems, one for the proposed primary dwelling and one for the additional carriage house.

The applicant wishes to apply for an exemption from the Hazardous Condition Development Permit and the Natural Areas Development Permit (see Applicant Package, p. 10, attached).

#### 4.2 Background

The site is split by an existing road access easement through the site, which provides access to the 125 acre agricultural property located above the site to the south. All of the structures on the property and most of the trees were lost during the Okanagan Park Wildfire in 2003.

The lower portion of the property below the access easement has been rebuilt with a single family residence, a carriage home, an accessory building/garage, a small personal garden, chicken coop, and hobby vineyard of 75 plants located on fill which was imported. The remainder of the site above the access easement is open and generally rocky. The proposed second house site location is above the access easement at the northeast corner of the property, next to the adjacent vineyard.

#### 4.3 Site Context

This subject property is located in South Okanagan Mission, on the upper side of Lakeshore Road, just south of Cedar Creek and Martins Lane wineries. The parcel is not in the ALR, but the ALR is immediately adjacent to the east and south.

The property lies within the following Development Permit Areas:

- Farm Protection DP Area;
- Natural Environment/ Hazardous Areas DP Area; and
- Wildland Fire Hazard DP Area.

#### Parcel Summary:

Parcel Size: 3.1 ha (7.6 ac) parcel  
Elevation: 360 masl – 397 masl

The zoning of adjacency properties is outlined in the table below.

**Table 1: Zoning of Adjacent Property**

<i>Direction</i>	<i>Zoning Designation</i>	<i>Land Use</i>
North	RR1 – Rural Residential 1	Rural Residential
East	A1 – Agriculture 1	Vineyard

<sup>4</sup> Province of BC, Oct. 29, 2014. Conditional Water License C131869

South	A1 – Agriculture 1	Vineyard
West	A1 – Agriculture 1	Rural Residential / Agriculture

**Figure 1 – Subject Property Map 5555 Lakeshore Road**



**Figure 2 – Proposed Subdivision Perspective View**

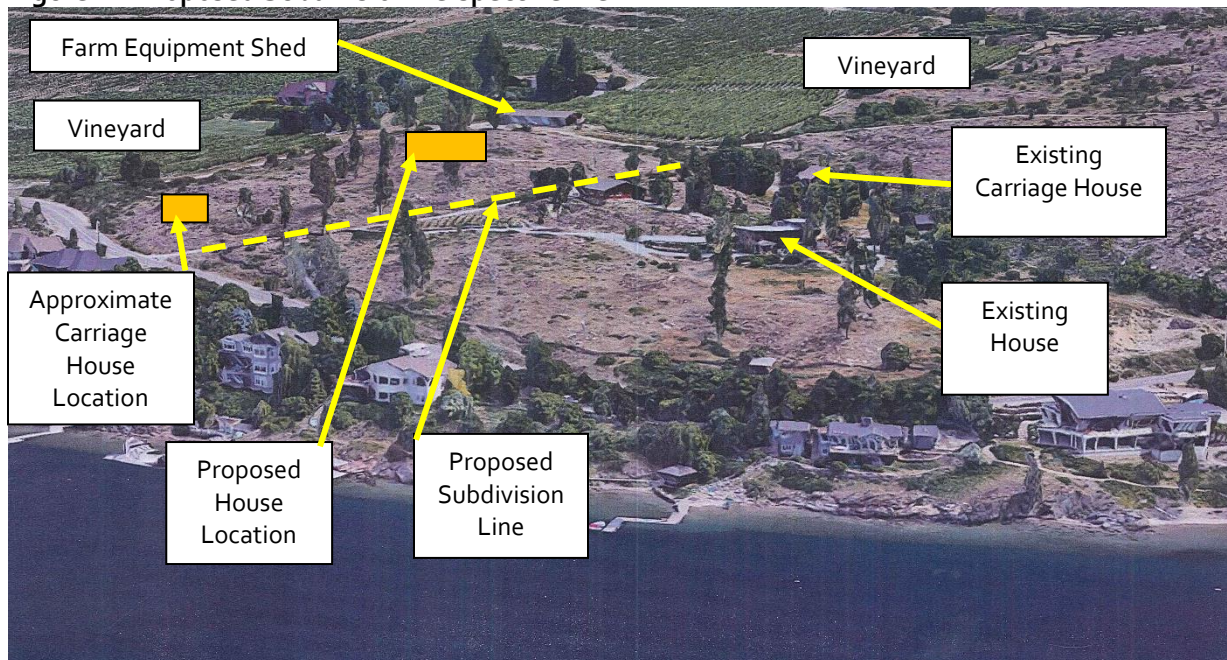


Figure 3 – Current Lot – 5555 Lakeshore Road



Figure 4 – Proposed RR1c Zone and Subdivision



Figure 5 – Proposed RR1c Zone and Proposed Dwelling Locations

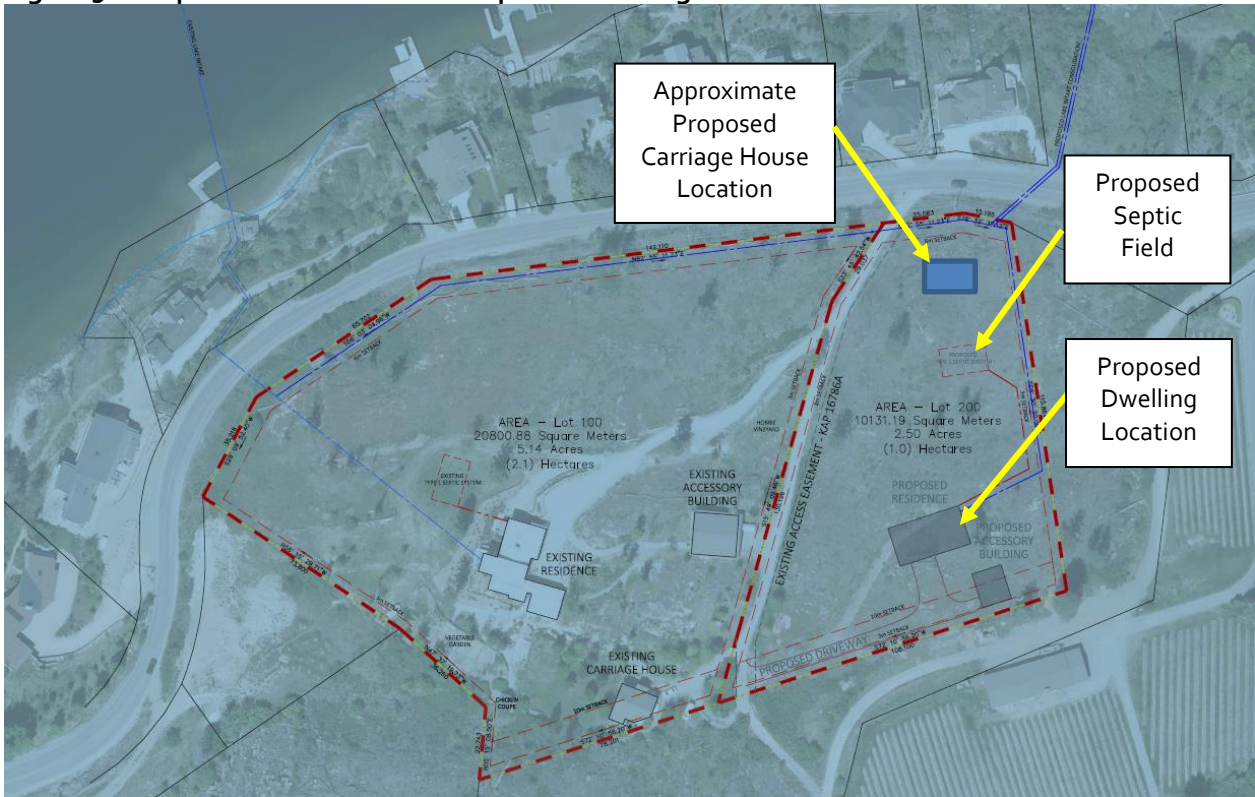


Figure 6 – Future Land Use

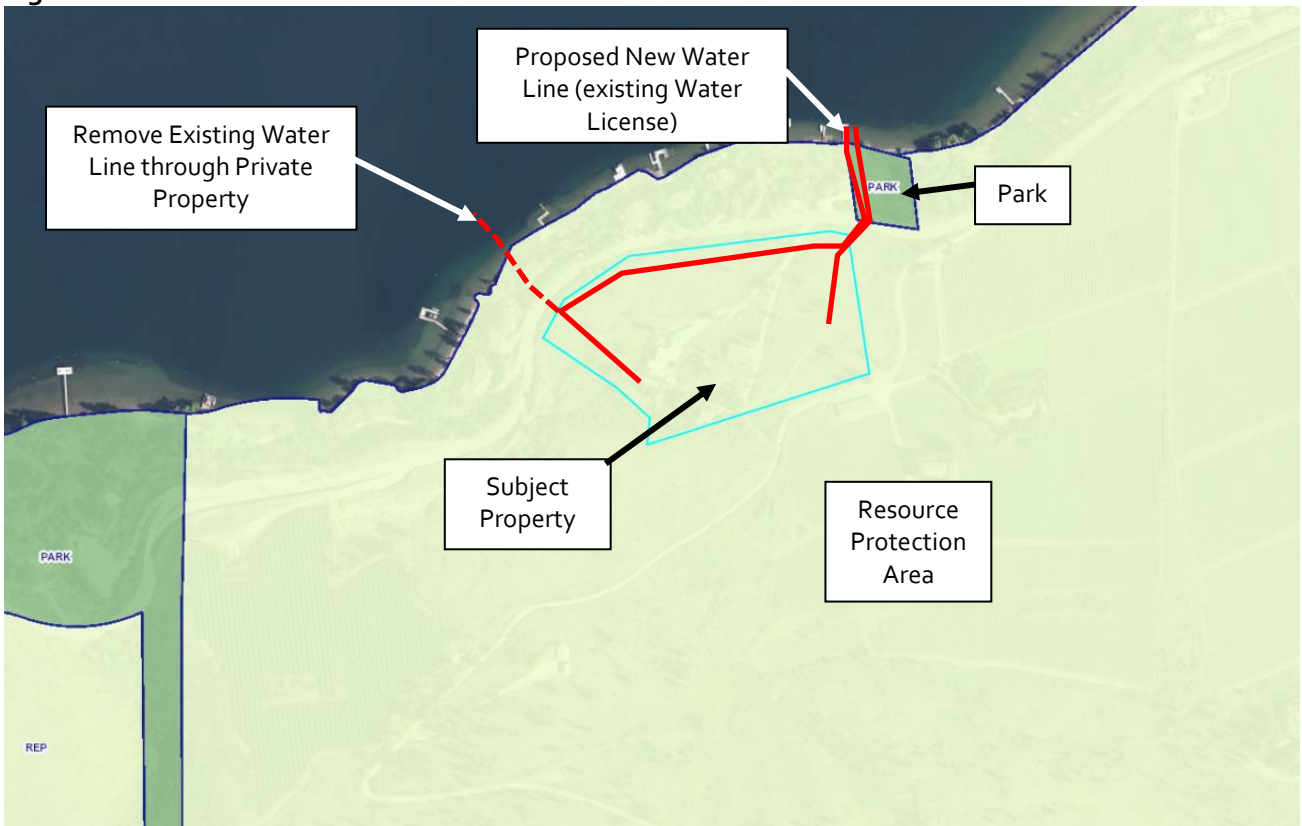
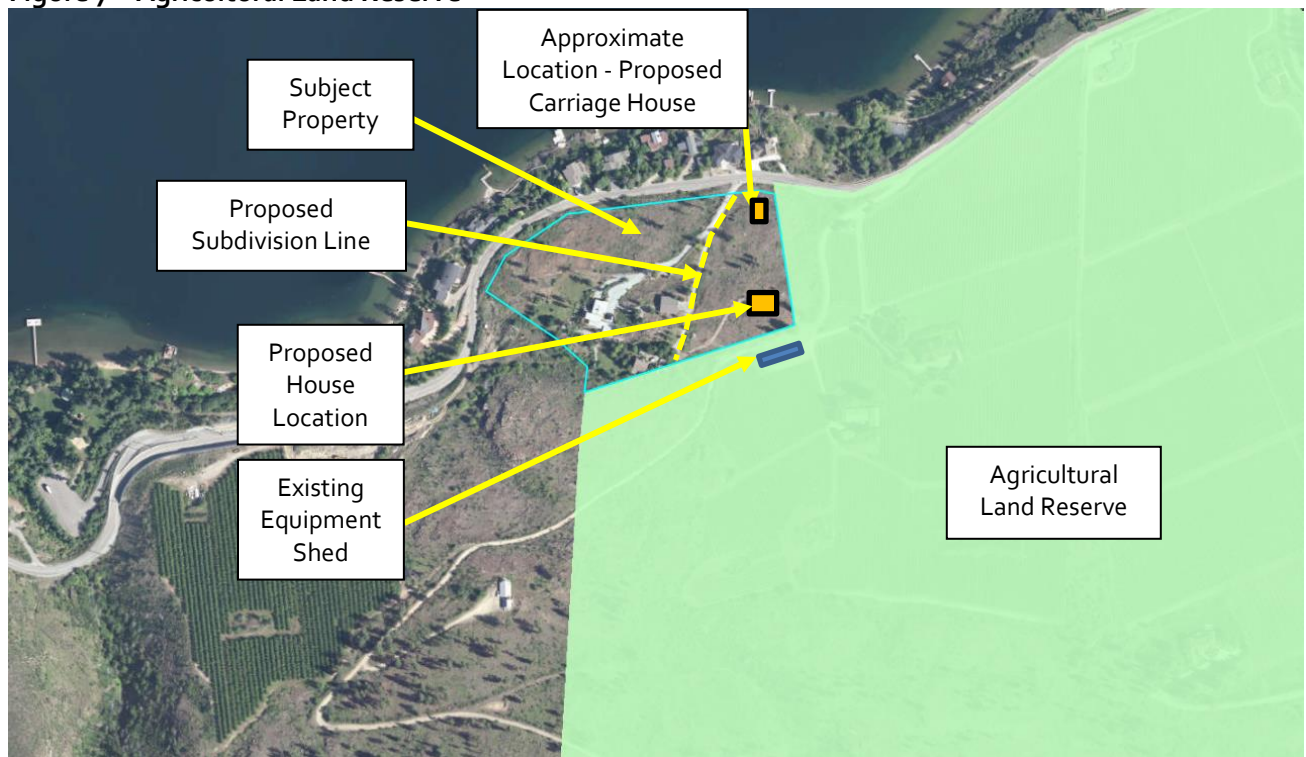


Figure 7 – Agricultural Land Reserve





#### 4.4 Subdivision and Development Criteria

Subdivision and development criteria for the RR1c – Rural Residential 1 with Carriage House zone include the following:

CRITERIA	RR1c (Rural Residential) ZONE REQUIREMENTS	Proposed West Lot	Proposed East Lot
Subdivision Regulations			
Minimum Lot Area	1.0 hectare	2.1 hectare	1.0 hectare
Minimum Lot Width	40.0 m	140.0 m+	43.0 m+
Minimum Lot Depth	30.0 m	140.0 m+	124.0 m+

#### 5.0 Current Development Policies

In January of this year, Council added the following to the set of their objectives 'Protect Agricultural Land'. In addition, the City of Kelowna Agriculture Plan, Strategic Plans and Official Community Plan has overlapping policies that direct growth inside the Permanent Growth Boundary, stipulate non-support of subdivision outside the PGB, and protect farm land with respect to reducing density and potential sources of conflicts adjacent agricultural land. These are outlined below.

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

**Contain Urban Growth**<sup>5</sup>. Reduce greenfield urban sprawl and focus growth in compact, connected and mixed-use (residential and commercial) urban and village centres.

**Permanent Growth Boundary (PGB)**<sup>6</sup>. Non-ALR land outside the Permanent Growth Boundary will not be supported for any further parcelization<sup>7</sup>.

**Focus development to designated growth areas**<sup>8</sup>. **Compact Urban Form**. Develop a compact urban form that maximizes the use of existing infrastructure and contributes to energy efficient settlement patterns.

**Protect and enhance local agriculture**<sup>9</sup>

- **Urban Uses**. Direct urban uses to lands within the urban portion of the Permanent Growth Boundary, in the interest of reducing development and speculative pressure on agricultural lands.
- **Housing in Agricultural Areas**. Discourage residential development (both expansions and new developments) in areas isolated within agricultural environments (both ALR and non-ALR).

<sup>5</sup> City of Kelowna, 2012. OCP Chapter 1 – Introduction.

<sup>6</sup> City of Kelowna, 2012. Official Community Plan – Chapter 4, Permanent Growth Boundary

<sup>7</sup> City of Kelowna, 2012. Official Community Plan – Chapter 4, Permanent Growth Boundary

<sup>8</sup> City of Kelowna, 2012. Official Community Plan – Chapter 5, Objective 5.3

<sup>9</sup> City of Kelowna, 2012. Official Community Plan – Chapter 5, Objective 5.3

## 5.2 Farm Protection Development Permit (DP)<sup>10</sup>

### Objectives

- Protect farm land and farm operations;
- Minimize the impact of urban encroachment and land use conflicts on agricultural land;
- Minimize conflicts created by activities designated as farm use by ALC regulation and non-farm uses within agricultural areas.

### Guidelines

On properties located adjacent to agricultural lands, design buildings to reduce impact from activities associated with farm operations.

- Design any subdivision or urban development of land to reduce densities and the intensity of uses gradually towards the boundary of agricultural lands.

## 5.3 Agriculture Plan (1998)<sup>11</sup>

### Transportation Policies

- New Growth Areas. Discourage the establishment of new growth areas within or beyond agricultural areas that create additional traffic pressure on the local rural road network.

### Urban-Rural/Agricultural Boundary Policies

**Farmland Preservation.** Direct urban uses to land within the urban portion of the defined urban – rural / agricultural boundary, in the interest of reducing development and speculative pressure, toward the preservation of agricultural lands and discourage further extension of existing urban areas into agricultural lands.

**Isolated Development.** In general, not support extensions to existing development or new development isolated within agricultural areas, regardless of ALR status.

## 5.4 City of Kelowna Strategic Plan<sup>12</sup>

**Sensitively integrate new development with heritage resources and existing urban, agricultural and rural areas.** Action towards this objective<sup>13</sup>: Evaluate the effectiveness of City policies and bylaws in preserving agricultural lands

## 6.0 Technical Comments

### 6.1 Building & Permitting Department

Proof of Potable water is required prior to applying for any building permits.

<sup>10</sup> City of Kelowna, 2012. Official Community Plan – Chapter 15 – Farm Protection Development Guidelines

<sup>11</sup> City of Kelowna Agriculture Plan. 1998. P. 130.

<sup>12</sup> City of Kelowna Strategic Plan. 2004. P. 7.

<sup>13</sup> City of Kelowna Strategic Plan. 2004. P. 29.

## 6.2 Development Engineering Department

Refer to the attached for the complete memo. A summary is included below:

### Water

- a) The subject parcel under this application is located within the Future City of Kelowna service area. The parcel is currently served by a licenced fresh water lake intake.
- b) As a condition of rezoning, Schedule 1 of Bylaw 7900, Works & Services Requirements (BL11309) indicates that the parcels **must** be supplied by a community distribution system capable of delivering domestic and **fire flow demands** that meet the flow and pressure parameters of Schedule 4 in the Subdivision, Development & Servicing Bylaw.
- c) To meet this requirement, the applicant would need to provide bonding and construct a water main extension within Lakeshore Road (approximately 600 meters).

### Sewer

- a) This subject parcel is currently not within the City service area. Sanitary sewage is presently handled by an on-site sewage disposal system.
- b) Sanitary sewage effluent ground disposal shall be in accordance with Part 2, Section 5.2 (o)(viii) of the Subdivision, Development & Servicing Bylaw No.7900.

### Drainage

- a) A requirement of this rezoning application will be to prepare a storm water management plan and design to comply complete with the City's drainage design and policy manual. Detailed Site Grading Plans including erosion and sedimentation controls will be required at time of subdivision.
- b) Show details of dedications, rights-of-way, setbacks and non-disturbance areas on the lot Grading Plan.

### Roads

- a) Verify that physical driveway access will satisfy City requirements. For steeper lots (15%), show driveways on the lot grading plan with grades or profiles. Where lots are serviced by onsite sewage disposal systems, show limits of cut and fill lines.
- a) Verify that adequate (130m) sightlines exist on Lakeshore Road for the driveway location.

## 6.3 Fire Department

The Fire Department have no concerns with the zoning provided acceptable fire flows are provided for the properties and hydrants are provided.

## 6.4 Interior Health Authority

As the proposed rezoning of the subject property is to allow for a 2 lot subdivision this office recommends having an "Authorized Person" as defined in the Sewerage System Regulation investigate the property and produce a report confirming whether or not the proposed lots will be able to meet Interior Health's onsite sewerage dispersal system requirements for subdivision. For reference please find attached Interior Health's "Subdivision Report Criteria for Authorized Persons".

Information provided indicates that should the subject property be subdivided into 2 lots each lot would have its own water license and separate water supply system. Interior Health does not regulate individual private water supply systems however it should be noted that any shared water supply system is regulated and must be in compliance with the Drinking Water Protection Act and regulations made there under.

## 7.0 Public Notification

As staff understands it, the applicant has undertaken public notification in accordance with Council Policy 367. The applicant has provided five letters from neighbours on Lakeshore Road that they did not object to the proposed rezoning or subdivision as presented. Staff has received one letter of non-support from the agricultural parcel adjacent.

## 8.0 Application Chronology

Date of Application Received:	January 10, 2017
Date Public Consultation Completed:	February 22, 2017
Agricultural Advisory Committee	March 9, 2017

**Moved by** Domenic Rampone/**Seconded by** Jeff Ricketts

THAT the Agricultural Advisory Committee recommends that Council support Rezoning Application No. Z17-0010 for the property located at 5555 Lakeshore Road, Kelowna, BC in order to rezone the subject property from the A1c - Agriculture 1 with Carriage House zone to the RR1c - Rural Residential 1 with Carriage House zone to facilitate a two (2) lot subdivision to create two (2) rural residential lots, both with carriage houses.

**Defeated**

Domenic Rampone, Ed Schiller, Jeff Ricketts & Tarsem Goraya – Opposed.

### ANECDOTAL COMMENTS:

The Agricultural Advisory Committee expressed a concern with respect to the proposed subdivision due to concerns with potential conflicts with additional neighbours in additional houses would have adjacent the existing vineyard. The Committee acknowledged that it would be difficult to provide a buffer in this area.

**9.0 Alternate Recommendation**

THAT Rezoning Application No. Z15-0000 to amend the City of Kelowna Zoning Bylaw No. 8000 by changing the zoning classification of Lot 2 Sections 15 and 22, Township 28, SDYD Plan 6042, located at 5555 Lakeshore Road, Kelowna, BC from the A1c – Agriculture 1 with Carriage House zone to RR1c – Rural Residential 1 with Carriage House zone, as outlined in the Report from the Community Planning Department dated July 10, 2017, be considered by Council;

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

AND THAT final adoption of the Rezoning Bylaw be considered subsequent to the outstanding conditions of approval as set out in Schedule "A" attached to the Report from the Development Engineering Department dated (June 26, 2017);

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

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

**Report prepared by:**

---

Melanie Steppuhn, Land Use Planner

**Reviewed by:**

☐

Todd Cashin, Subdivision, Suburban and Rural Planning Manager

**Approved for Inclusion:**

☐

Ryan Smith, Community Planning Department Manager

**Approved for Inclusion:**

☐

Doug Gilchrist, Divisional Director, Community Planning & Real Estate

**Attachments:**

Application Package

Development Engineering Services Memo

## Bear Land Development Services Ltd.

4117 HUGHES ROAD  
KELOWNA, BC V1W 4S3



### OCP Amendment and Rezoning Summary - 5555 Lakeshore Road

**Date**

September 9, 2016

**Services Performed By:**

Bear Land Development Services Ltd.  
4117 HUGHES ROAD  
KELOWNA, BC V1W 4S3

**Services Performed For:**

5555 Lakeshore Road  
Carmen Langstaff and Dana Johnson

City of Kelowna

Community Planning

1435 Water Street

Kelowna, BC V1Y 1J4

Attention: Mayor & Council, Planning Staff, and Approving Officer

**Re: OCP Amendment and Rezoning Application – 5555 Lakeshore Road**

### Background

The applicants, Carmen Langstaff and Dana Johnson, have been in preliminary discussions with City Staff regarding the proposed large lot subdivision at 5555 Lakeshore Road in the South Okanagan Mission area. The applicant wish to subdivide a 3.1 hectare (7.6 acres) parcel into two (2) large acreage lots and requires an OCP Amendment and Rezoning prior to subdivision. An application for OCP Amendment and Rezoning has been included with this summary report. The applicant intends to submit application for subdivision following rezoning approval. A Preliminary Layout Plan (PLR) and Site Servicing Plan have been included as background information in support of the rezoning application. The two lot subdivision consists of a 2.1 hectare (5.1 acres) lot and a 1.0 hectare (2.5 acres) lot.

The subject property is currently zoned Agriculture A1c, and is NOT located within the ALC land reserve. The proposed two lot subdivision plan requires that the parcel be rezoned from Agriculture (A1c) to Rural Residential 1 (RR1c), that includes a Carriage House. The purpose of the Rural Residential 1 zone is to provide for country residential development, and complementary uses, on larger lots in areas of high natural amenity and limited urban services. The property is well suited for the proposed zone, as noted in the following sections.

The proposed two lot subdivision satisfies the regulations under the proposed RR1c zone in terms of uses, structures, subdivision and development. The proposed RR1 zone could allow for a three (3) lot subdivision. However, the applicant is not interested in maximizing density or maximizing development potential. The property owner's key objectives and primary reasons for rezoning and subdivision of their property have been summarized below:

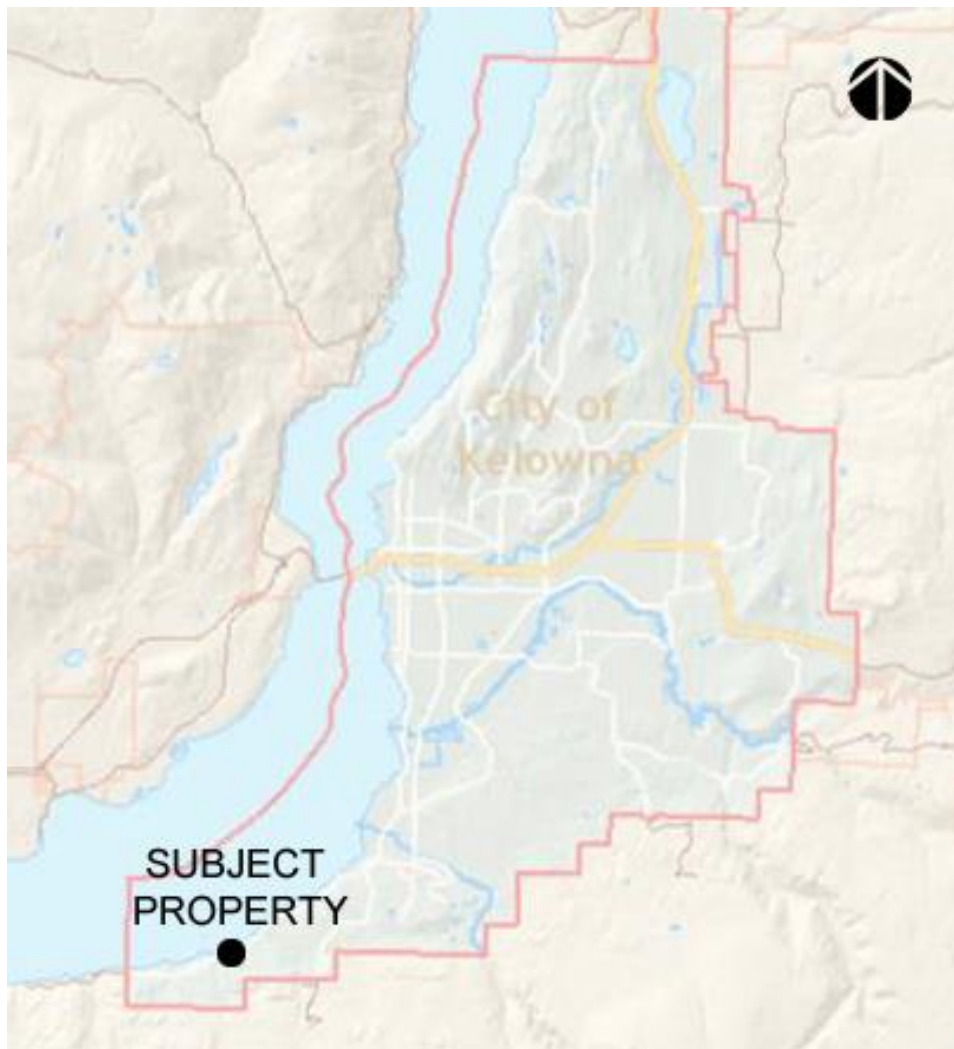
1. **The site is currently divided by an existing access easement that runs through the middle of the site. This access road has effectively split the property into two parcels. The subdivision is just a formalization of what is already a pre-condition;**
2. **The site is not suited for A1 uses, it is better suited for RR1 uses.** There is a long list of factors that support the rezoning, as outlined in detail below;
3. This is a legacy property with family history, the Owners have emotional attachment and wish to remain on property in perpetuity. However, the size and maintenance of the property grounds has become far more than the owners can handle on their own;
4. The Owner's intension is to have a lower maintenance home on the upper lot, with a carriage home for live in care giver. The new home site is shown on the PLR plan provided.

## Site Location & Context

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This subject property is located in South Okanagan Mission, on the high side of Lakeshore Road, just south of Cedar Creek and Martins Lane wineries. The property slopes uphill from Lakeshore Road which provides amazing views up and down the valley and the Okanagan Lake. The onsite topographic and natural features provide a truly exceptional residential opportunity for a second country style residence. The site is split by an existing road access easement through the site, which provides access to the 125 acres property located above the site to the south. All of the existing structures and most of the trees were lost during the Okanagan Park Wildfire in 2003.

The lower portion of the property below the access easement has been rebuilt with a single family residence, a carriage home, an accessory building/garage, a small personal garden, chicken coop, and hobby vineyard of 75 plants located on fill which was imported. The remainder of the site above the access easement is completely open and consists of exposed bedrock, up to 4cm of surface moss or dirt and limited vegetation, which does not support any intensive agricultural uses. The upper portion of the site boast panoramic lake, mountain and vineyard views. There are a few shade trees that the applicant hopes to protect and maintain. The proposed second building site location above the access easement at the upper end of the property. This is the ultimate location for the applicants to build their dream home where they hope to retire and enjoy the Okanagan lifestyle we have all grown to love.



Subject Property Location – City of Kelowna, South Okanagan Mission Area



Subject Property – 5555 Lakeshore Road

The properties located across the street, below Lakeshore Road along the waterfront, are zoned RR1. The majority of the lots are less than half an acre in size and include single family homes and accessory buildings. The existing RR1 zoning across Lakeshore Road complements the proposed zoning for the subject property. The lot areas of the two proposed lots will be much bigger in comparison.

The larger Agricultural A1 neighboring properties to the south and east, above the subject property, have lot areas of 124 acres and 25 acres. In contrast, these lots are large enough and suitable for Agricultural uses under the current A1 zoning. The majority of these lots are included in the ALC land reserve. The A1 property to the west is only 1.3 acres and is split by Lakeshore Road, which is not suitable for intensive agricultural uses either.

The proposed subdivided lot will not interfere with any of the immediate neighbor's or adjacent properties. The applicant is confident that proposed two lot subdivision does not negatively impact the neighbor's ability to enjoy their property, nor will it interfere with their view.

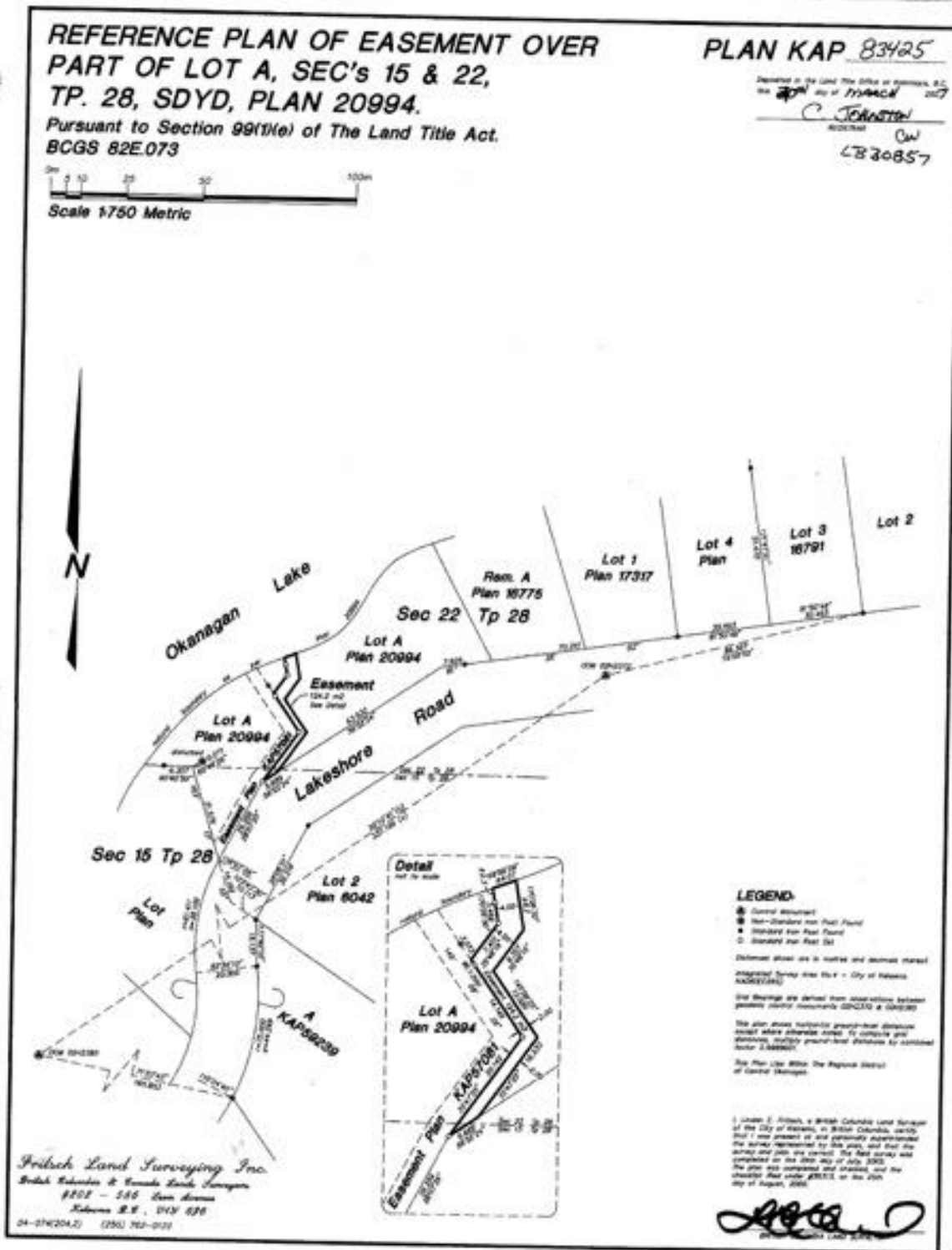
## Site Servicing

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The City has reviewed the proposed subdivision plan and have provided some feedback to date. Based on preliminary discussions, the critical component identified for rezoning the property was access to water.

### **WATER**

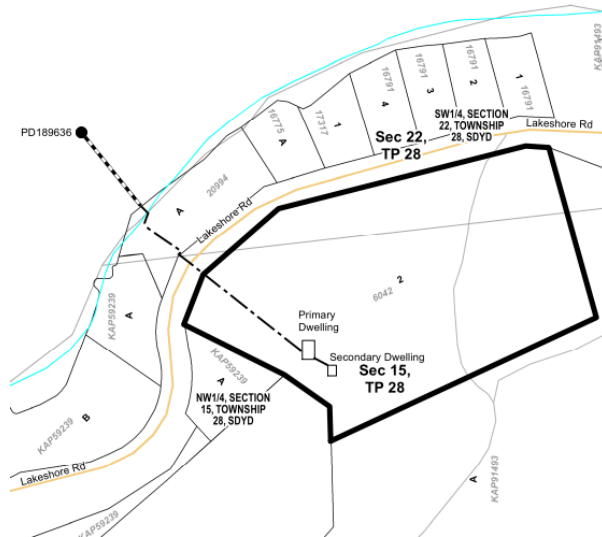
Municipal water service is not available off of Lakeshore Road fronting the property. As such, each lot will be service by fresh water lake intakes, under existing licenses. There are two (2) water licenses for the subject property, one for an existing lake intake water service and one for a proposed lake intake water service. The existing lake intake is located along an easement, KAP 83425, which is currently located through the center of a waterfront property at 5550 Lakeshore Road (Lot A, Plan 20994), dividing the waterfront property. The water line is located directly adjacent to the foundation of an existing residence and includes a large electrical power panel on the driveway in front of the residence kitchen window. The existing lake intake system is not easily maintained, nor is it suitable to install a new lake intake within the existing easement. The applicant proposes the consolidation of the existing lake intake locations into one. The preferred location for the consolidation is proposed to be at the Lakeshore 'Road End', as shown below. There are other alternatives that can be discussed with City Staff, as per the attached plan provided as part of the application. The 'Road End' simply avoids any crossing of private property.



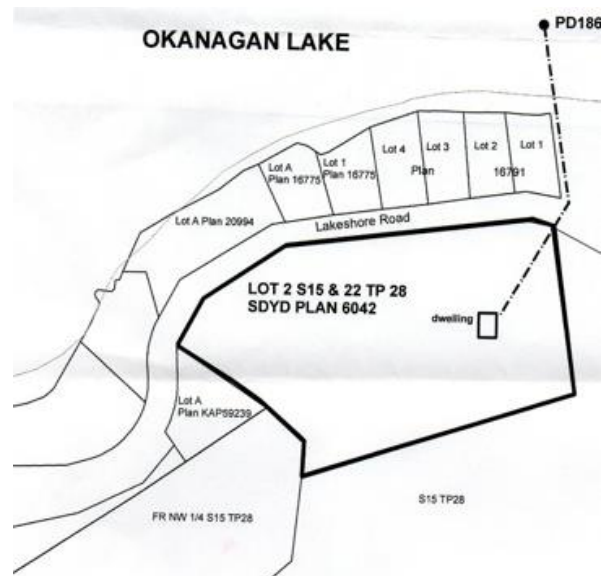
© 2004 Blackwell Publishing Ltd

Page 1 of 1

The applicant provides an opportunity to clean up what is currently an undesirable situation with the location of the existing water easement and lake intake. It also provides for the consolidation of lake intakes crossing Lakeshore Road. The applicant has received a letter from Front Counter BC advising that if the proposed works cross a public road, the agency that has jurisdiction over the road must be notified. The existing water licenses have been included with the application.

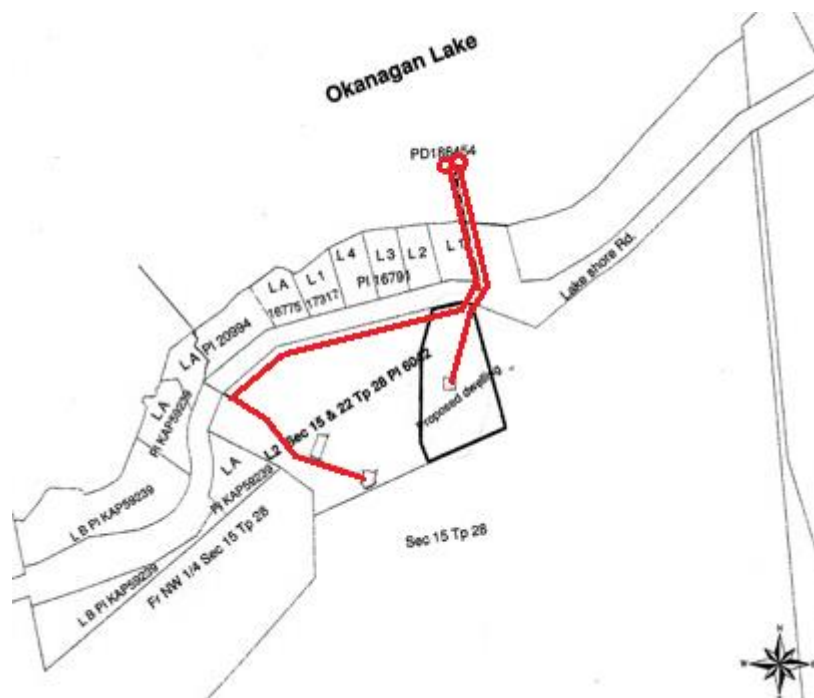


Water License C133227



Water License C131869

### Existing Water License Locations

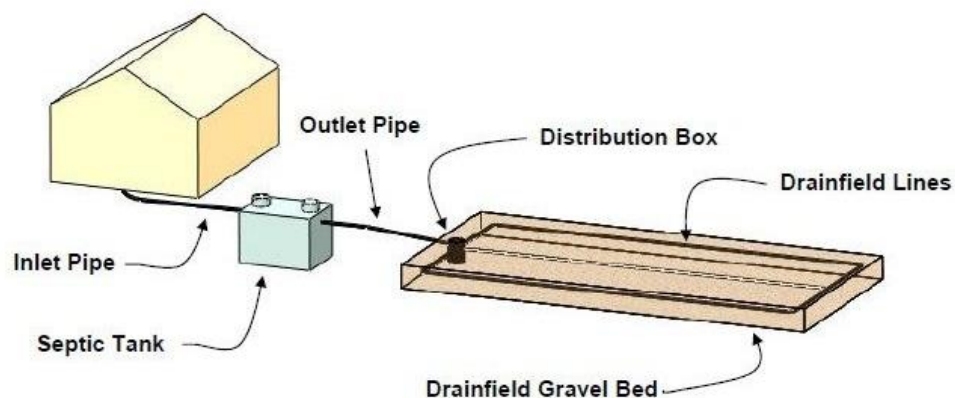


Proposed Lake Intake Improvements and Consolidation of Water Services

## WASTE WATER

Municipal sanitary service is not available on Lakeshore Road. The subject property will be service by an onsite septic system. The subject property has one existing septic system that services the existing onsite buildings. The entire septic system and disposal field is included in the lower lot. The second upper lot will required a new septic and disposal system that is in compliance with the BC Sewerage System Regulation, most likely another Type 1 gravity distribution system.

An Onsite Sewer Disposal Assessment report can be provided upon request. The septic system will need to have a minimum setback of 15m, for Type 1 effluent, from the top of any cut banks or natural slopes greater than 30%, or bedrock outcrops which must be maintained when installing drain fields. It is anticipated that the proposed new lot has enough area to support a dispersal field that would service a 4 bedroom home. A slope analysis plan has been included as part of this application summary.



**Typical Type 1 – Gravity Distribution System**

## ACCESS AND ROAD FRONTAGE IMPROVEMENTS

No road frontage improvements along Lakeshore Road have been identified for the subject property. The existing access road provides access to both of the proposed lots. The existing access road plan and profile drawings is available upon request. The access road grades along the easement through the site do not exceed 15.0%.

The site has not undergone an assessment by a geotechnical engineer to date. It is recommended that the site specific geotechnical report be determined at time of Building Permit when the new home site has been confirmed. It is recommended that a geotechnical engineer be given the opportunity to review the ditch excavation along Lakeshore Road at the time of construction. Any issues with stability, erosion, and hillside constraints would be addressed at time of building permit.

### TRAFFIC & GREENHOUSE GAS REDUCTION

The increase in traffic proposed for a two lot subdivision sites will produce approximately 1.5 trips during peak AM and PM hours, or approximately 3 trips per day, per lot.

For the past several years there has been on going tree planting and landscaping on the property since the wildfires in 2003. In addition to ongoing effort, there has been brushing and weeding, juvenile spacing, and pruning as part of the post wildfire works. The few remaining trees and newly planted trees will be maintained and preserved so they can continue to help offset and reduce greenhouse gas emissions.

### SHALLOW UTILITIES

Fortis BC, TELUS, and SHAW utilities can be taken from the existing poles along Lakeshore Road, fronting the two lots. Access to both lots will be provided off of the existing access off of Lakeshore Road and along the existing road easement KAP 16786A.

## OCP Amendment

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City staff noted that the parcel is located within the Resource Protection Area (RPA) and outside of the Permanent Growth Boundary (PGB). These high level future land use designations define how land will be developed, therefore determine how the city will grow to accommodate people, businesses, institutions and agriculture. Staff and council are asked to look at this application as a special case considering the existing access easements and actual physical use of the property.

The OCP land uses change as a community grows and evolves to meet emerging needs. The applicant is confident that the proposed zoning and subdivision plan does not negatively impact community growth, agriculture, or the natural environment. There is a need and a strong demand for this type of property considering its location, views, and proximity to one of the Okanagan's iconic wineries. A few additional clarification points are included below which support the OCP Amendment and Rezoning application:

1. **The property does not confirm and is currently not used for, nor is it suitable for most of the agricultural uses as set out in the Agricultural A1 zones.** The property is not large enough, flat enough, nor arable enough for intensive agricultural. Under the current zoning, the 3.1 hectares (7.6 acres) is an ineffective and inefficient use of land. The property is better suitable for Rural Residential land use.

2. The A1 and RR1 zones have many similar Principal and Secondary Uses, only A1 can be used for agriculture, aquaculture, intensive agriculture, agri-tourism, agri-tourism accommodation, kennels, stables and wineries. This property is not suitable for any of those purposes. **The applicant strongly believes that this property is better suited to support community growth than support the A1 land uses listed above;**
3. The applicant strongly believes that **rezoning and subdivision of this particular property would not negatively impact agriculture or the natural environment.** The specific location and size of the property is better suited and more in line with the pod of neighboring Rural Residential lots along the waterfront located across the street on Lakeshore Road;

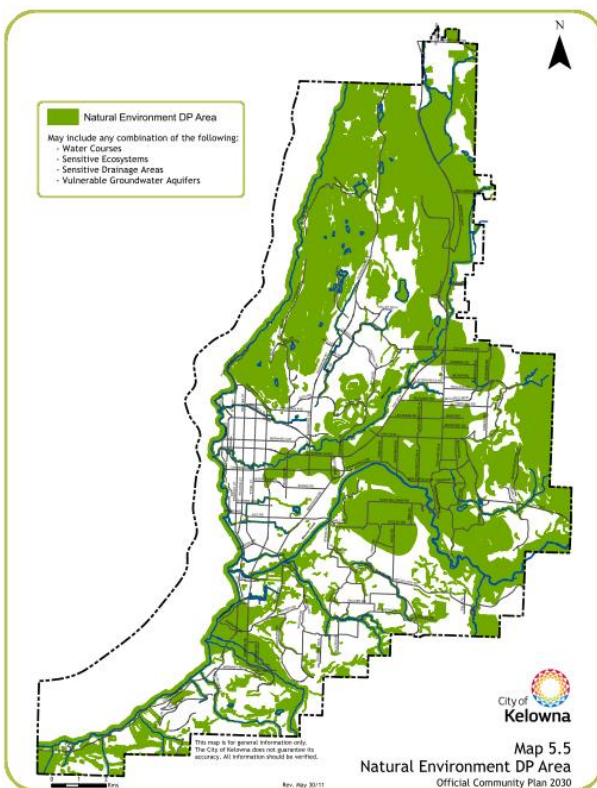


5555 Lakeshore Road – Lot 2, Plan 6042

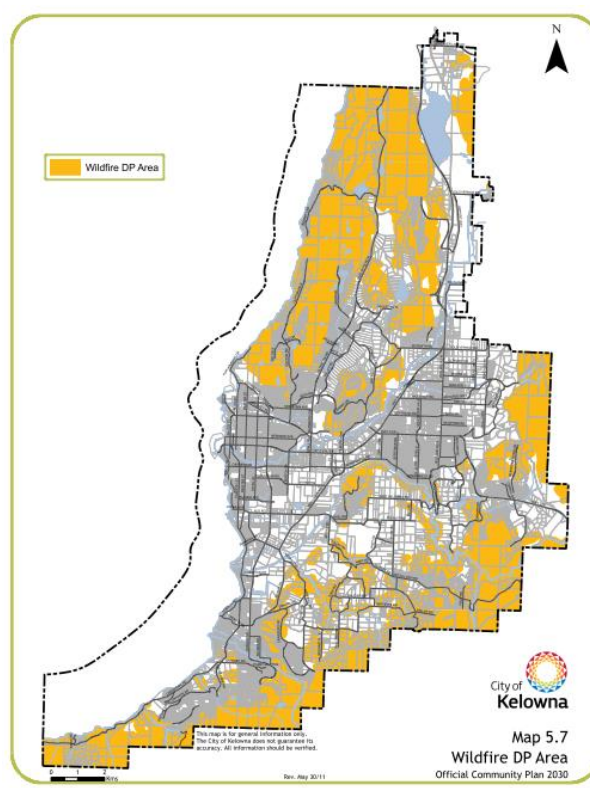
## DEVELOPMENT PERMIT AREAS

The applicant wishes to apply for an exemption from the Hazardous Condition Development Permit and the Natural Development Permit. The subject property looks to be outside of the Natural Environment DP Area on Map 5.5. As the map is generalized, the applicant would like to confirm this with City Staff. The applicant welcomes a site visit to confirm the mapping and to identify any concerns regarding the creation of a second lot and second home site on the subject property.

The property is shown to be within the Wild Fire DP Area on Map 5.7. However, as indicated in prior sections, the site was devastated by the 2003 Okanagan Mountain Park Wildfire. Post wildfire remediation works have been completed within the site, resulting in a low fire hazard. There is an existing 219 wildfire covenant included on the property that will remain.



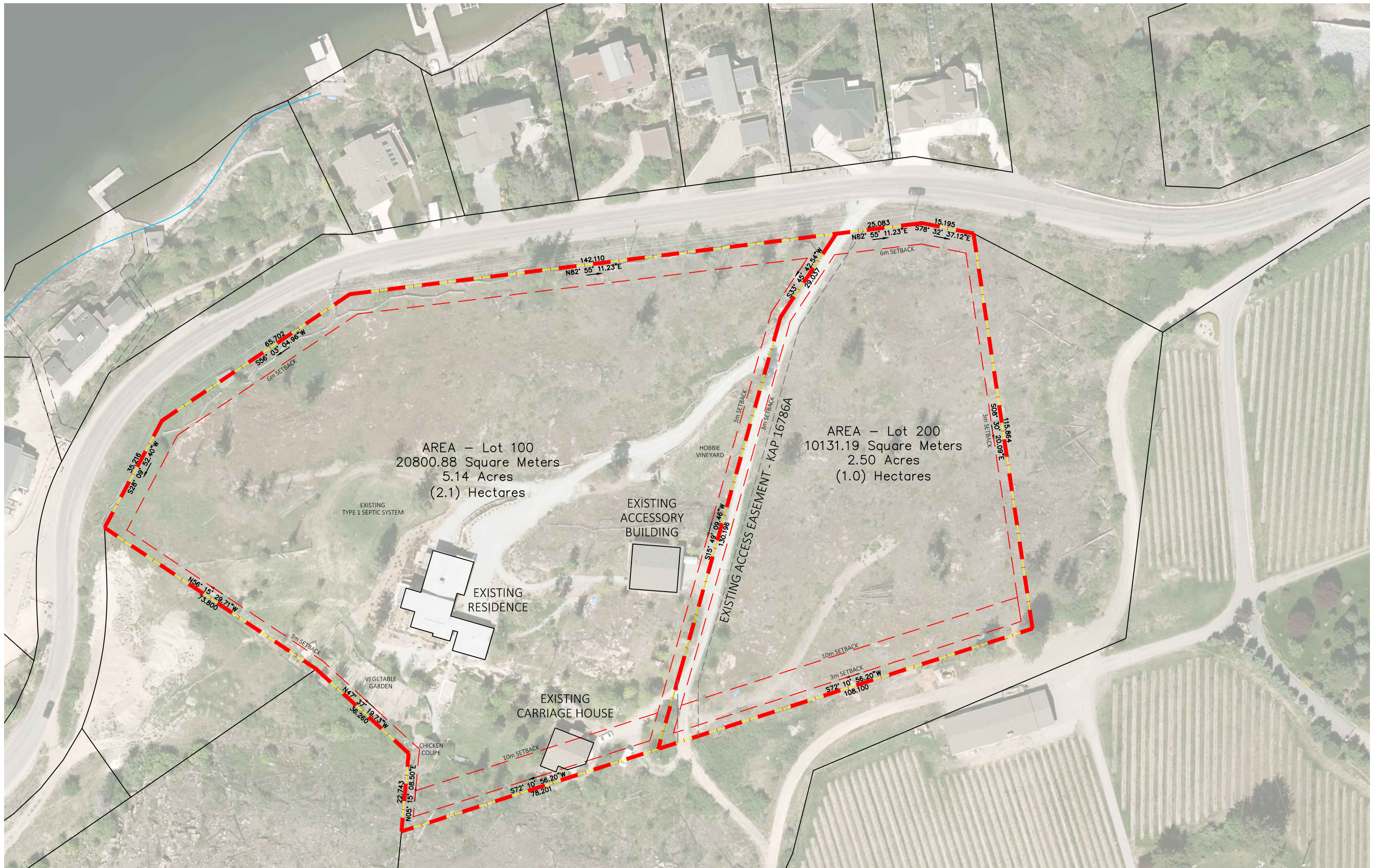
**Natural Environment DP Area**



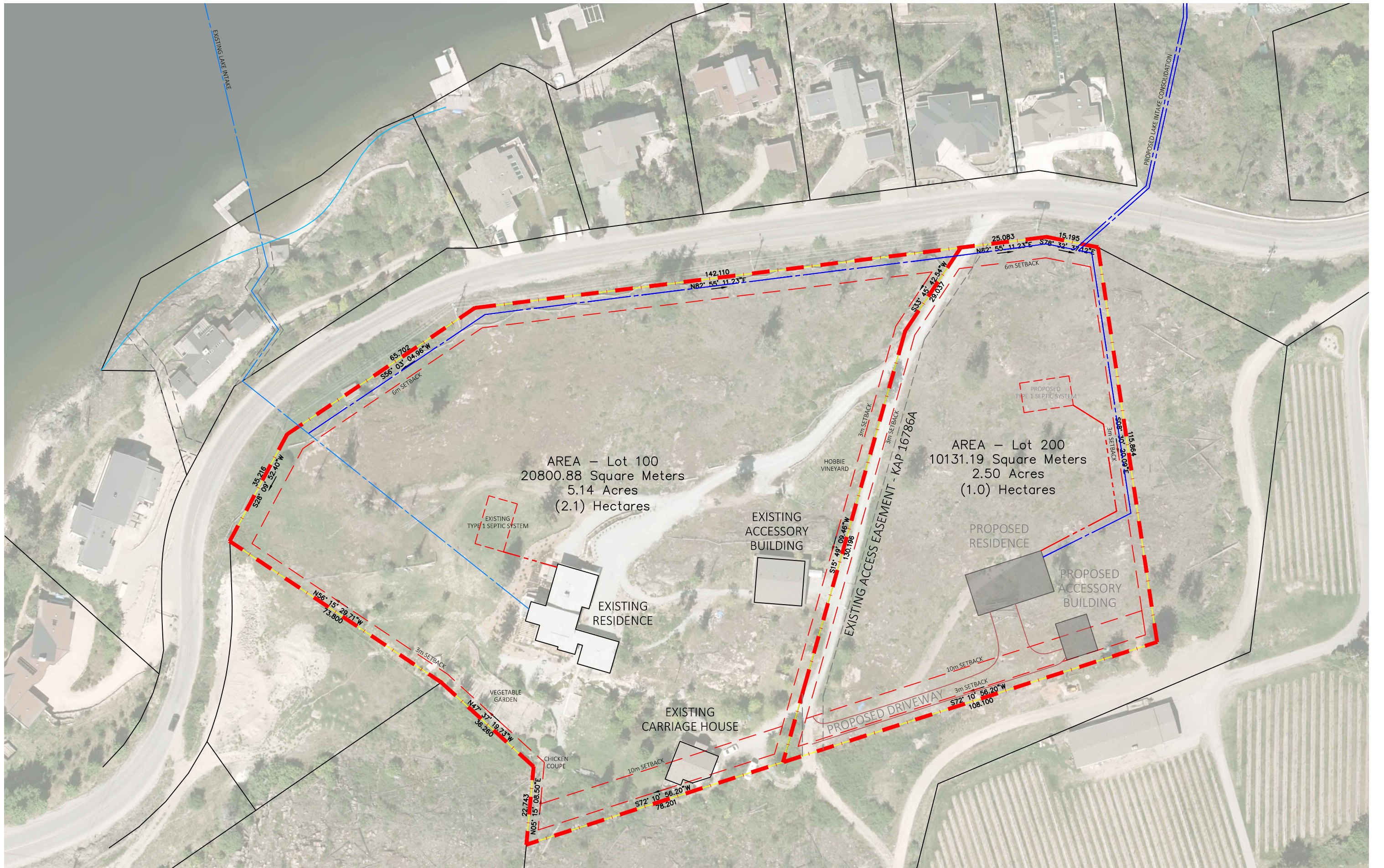
**Wildfire DP Area**

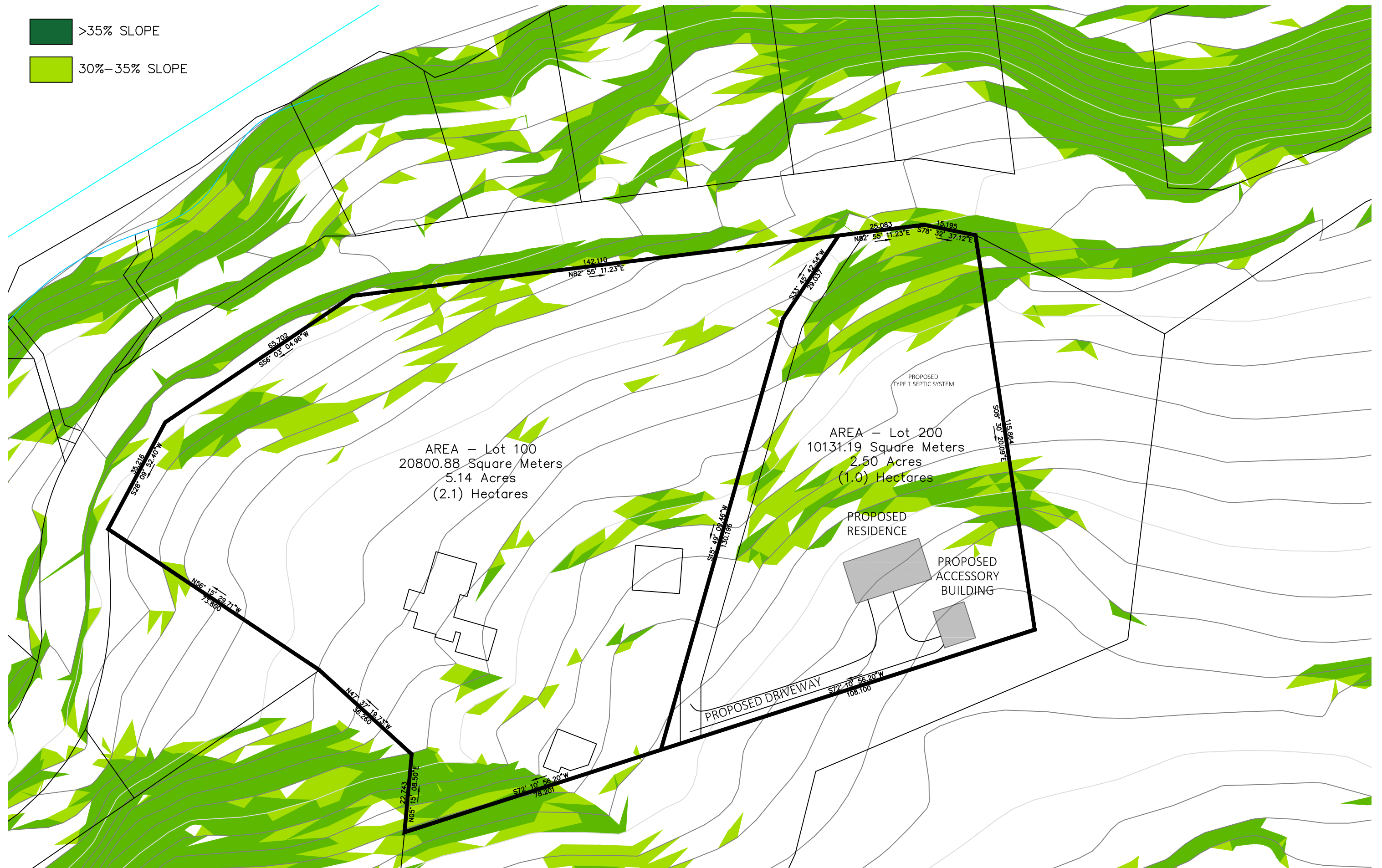
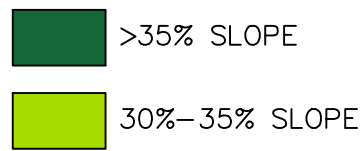










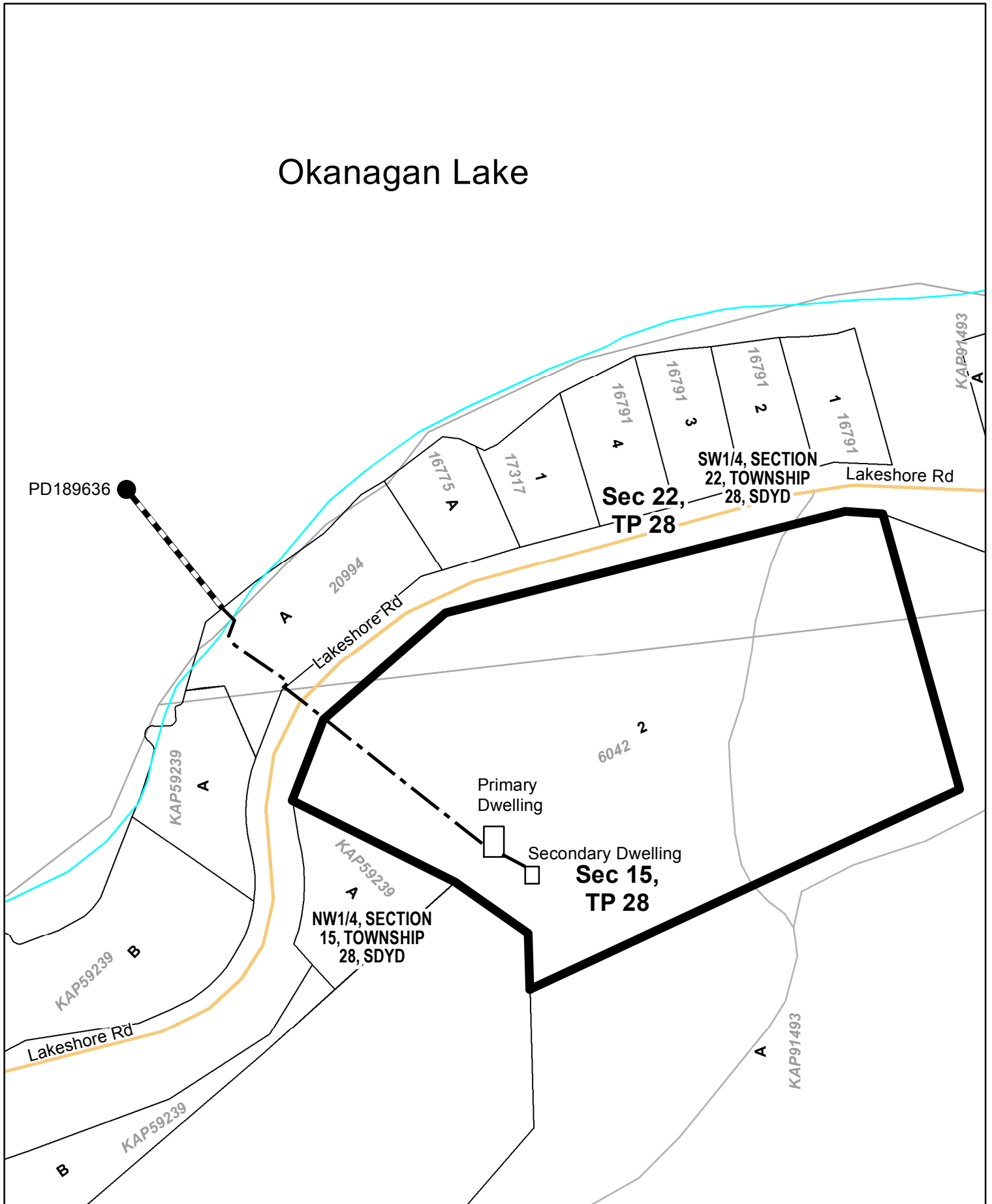


STEEP SLOPE ANALYSIS (>30% SLOPE)  
PRELIMINARY SUBDIVISION LAYOUT  
(PLAN 6042, LOT 2)

# APPENDIX C

BC FrontCounter – Water Licenses

Lake Intake – Alternatives



Water District: Vernon

Precinct: Kelowna

Land District: SDYD

Map Number: 82.E.073.3.4

Scale: 1:2,000

## LEGEND:

Point of Diversion: ●

Pipe: - - - - -

Permit Over Crown Land: [checkered line]

Signature: Michele SK

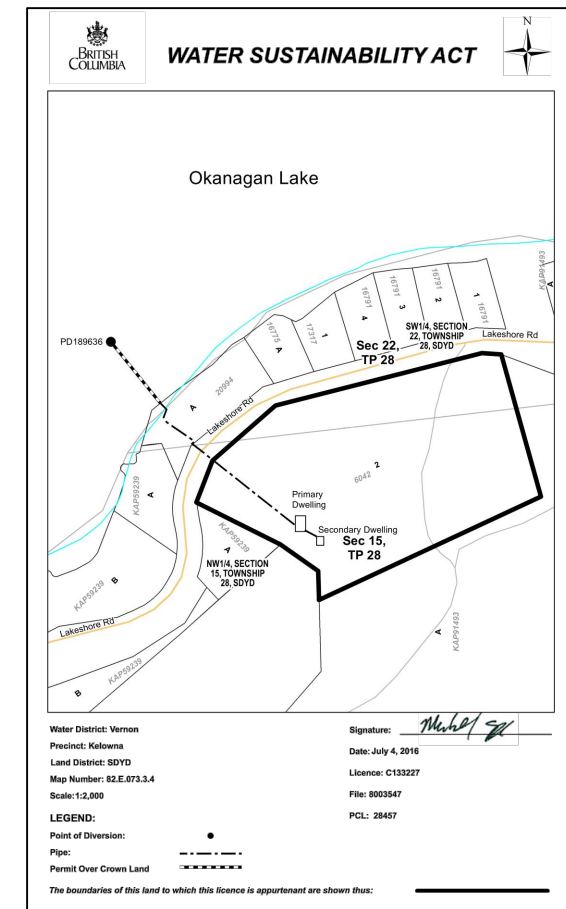
Date: July 4, 2016

Licence: C133227

File: 8003547

PCL: 28457

The boundaries of this land to which this licence is appurtenant are shown thus: [thick black line]



LAKE INTAKE CONSOLIDATION - ALTERNATIVE LOCATION PLAN  
 PRELIMINARY SUBDIVISION LAYOUT  
 (PLAN 6042, LOT 2)

5555 LAKESHORE ROAD  
 PROJECT No. 2016-002  
 DRAWING No.006  
 SCALE 1:2000  
 December 17, 2015

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

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**Date:** June 26, 2017  
**File No.:** Z17-0010

**To:** Land Use Management (MS)

**From:** Development Engineering Manager

**Subject:** Rezoning Application – Engineering Comments

**LOCATION:** 5555 Lakeshore Road

**APPLICANT:** Bear Lands Development Services

**LEGAL:** Lot 2 Plan KAP6042 Land District 54 TP 28 ODYD PID: 005-244-391

The Development Engineering Branch comments and requirements regarding this application to rezone from A1c to RR1c are as follows:

The Development Engineering Technologist for this project is John Filipenko. AScT

**.1) General**

- a) The subject land area under this rezoning application is approximately 3.1 hectares of land above Lakeshore Road within the South Okanagan Mission area.

**.3 Water**

- a) The subject parcel under this application is located within the Future City of Kelowna service area. The parcel is currently served by a licenced fresh water lake intake.
- b) As a condition of rezoning, Schedule 1 of Bylaw 7900, Works & Services Requirements ( BL11309 ) indicates that the parcels **must** be supplied by a community distribution system capable of delivering domestic and **fire flow demands** that meet the flow and pressure parameters of Schedule 4 in the Subdivision, Development & Servicing Bylaw
- c) To meet this requirement, the applicant would need to provide bonding and construct a watermain extension within Lakeshore Road (approximately 600 meters)

**.4 Sanitary Sewer**

- a) This subject parcel is currently not within the City service area. Sanitary sewage is presently handled by an on-site sewage disposal system.
- b) Sanitary sewage effluent ground disposal shall be in accordance with Part 2, Section 5.2 (o)(viii) of the Subdivision, Development & Servicing Bylaw No.7900.

**.5 Drainage and Lot Grading**

- c) A requirement of this rezoning application will be to prepare a storm water management plan and design to comply complete with the City's drainage design and policy manual. Detailed Site Grading Plans including erosion and sedimentation controls will be required at time of subdivision.
- d) Show details of dedications, rights-of-way, setbacks and non-disturbance areas on the lot Grading Plan.

**.6) Roads**

- a) Verify that physical driveway access will satisfy City requirements. For steeper lots (15%), show driveways on the lot grading plan with grades or profiles. Where lots are serviced by onsite sewage disposal systems, show limits of cut and fill lines.
- a) Verify that adequate (130m) sightlines exist on Lakeshore Road for the driveway location.

**.7) Power and Telecommunication Services and Street Lights**

- a) If the existing area is served by overhead wiring, the service connections may be provided overhead provided that there are no new poles required and service trespasses will not be created. If either of these conditions is not satisfied, then underground service will be required for that lot.

**.8) Design and Construction**

- a) Design, construction supervision and inspection of all off-site civil works and site servicing must be performed by a Consulting Civil Engineer and all such work is subject to the approval of the City Engineer. Drawings must conform to City standards and requirements.
- b) Engineering drawing submissions are to be in accordance with the City's "Engineering Drawing Submission Requirements" Policy. Please note the number of sets and drawings required for submissions.
- c) Before any construction related to the requirements of this subdivision application commences, design drawings prepared by a professional engineer must be submitted to the City's Works & Utilities Department. The design drawings must first be "Issued for Construction" by the City

Engineer. On examination of design drawings, it may be determined that rights-of-way are required for current or future needs.

**.9) Security and Levy Requirements**

Bonding            To be determined

Bonding amounts are comprised of estimated construction costs escalated to include engineering design and contingency protection. The developer's consulting civil engineer shall provide detailed designs and obtain actual tendered construction costs. Bonding for required off-site construction must be provided and may be in the form of cash or an irrevocable letter of credit, in an approved format. The owner must also enter into a servicing agreement in a form provided by the City.

An administration charge will be assessed for processing of this application, review and approval of engineering designs and construction inspection. The administration charge is calculated as (3.5% of the Total Off-Site Construction Cost plus GST)

**.10) Servicing Agreements for Works and Services**

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

**.11) Other Engineering Comments**

- a) Provide all necessary Statutory Rights-of-Way for any utility corridors required, including those on proposed or existing City Lands.

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Steve Muenz, P.Eng.  
Development Manager

Jf

# REPORT TO COUNCIL



**Date:** July 10, 2017

**RIM No.** 1250-30

**To:** City Manager

**From:** Community Planning Department (EW)

**Application:** Z17-0038      **Owner:** Aurora Exteriors Ltd.

**Address:** 2375 Abbott St      **Applicant:** Urban Options Planning & Permits

**Subject:** Rezoning Application

Existing OCP Designation: S2RES – Single/ Two Unit Residential

Existing Zone: RU1 – Large Lot Housing

Proposed Zone: RU1c – Large Lot Housing with Carriage House

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## 1.0 Recommendation

THAT Rezoning Application No. 17-0038 to amend the City of Kelowna Zoning Bylaw No. 8000 by changing the zoning classification of Lot 10 District Lot 14 ODYD Plan 6701, located at 2375 Abbott St, Kelowna, BC from the RU1 – Large Lot Housing zone to the RU1c – Large Lot Housing with Carriage House zone, be considered by Council;

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

## 2.0 Purpose

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

## 3.0 Community Planning

Community Planning Staff support the proposed rezoning application to facilitate the future construction of a carriage house on the subject property. Rezoning the subject property to add the 'c' designation meets several City policy objectives including fostering a mix of housing forms and concentrating growth within the Permanent Growth Boundary. The proposed rezoning is also consistent with the property's Official Community Plan (OCP) Future Land Use designation and there are a number of properties in the neighbourhood currently zoned RU1c.

In accordance with Council Policy No. 367, the applicant submitted a Neighbourhood Consultation Summary Form outlining that the neighbours within 50m of the subject property were notified.

#### 4.0 Proposal

##### 4.1 Project Description

The applicant is proposing a single storey, one-bedroom carriage house in the rear, on the east portion of the property. Access for the proposed carriage house will come from the existing rear lane. Three parking spaces are provided and no variances are anticipated. Proposed building materials include white stucco, cultured stone, black trim and cedar hardieboard accents. The carriage house design includes a low-pitched roof with solar panels and a roof top deck. The applicant's proposed plans are attached for review.

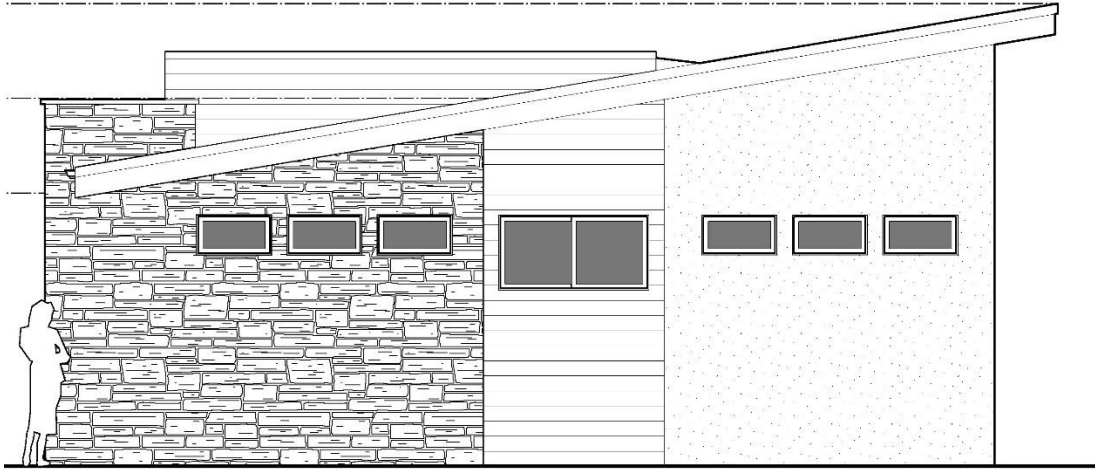


Figure 1. Proposed elevation of carriage house as viewed from the rear lane.

##### 4.2 Site Context

The parcel is located in the South Pandosy - KLO City sector and is within the Permanent Growth Boundary. The subject property is 688 m<sup>2</sup>.

Specifically, adjacent land uses are as follows:

Orientation	Zoning	Land Use
North	Ru1 – Large Lot Housing	Residential
East	Ru1 – Large Lot Housing	Residential
South	Ru1 – Large Lot Housing	Residential
West	Ru1 – Large Lot Housing	Residential

## Subject Property Map: 2375 Abbott St



## 4.3 Zoning Analysis Table

Zoning Analysis Table		
CRITERIA	RU1C ZONE REQUIREMENTS	PROPOSAL
Existing Lot		
Minimum Lot Area	550m <sup>2</sup>	688 m <sup>2</sup>
Minimum Lot Width	16.5m	18.59 m
Minimum Lot Depth	30.0m	35.97 m
Development Regulations		
Max. Site Coverage (buildings)	40%	28%
Max. Site Coverage (buildings, driveways, and parking)	50%	35%
Single Storey Carriage House Regulations		
Max. Accessory Site Coverage	20%	13%
Max. Accessory Building Footprint	130m <sup>2</sup>	88 m <sup>2</sup>
Max. Net Floor Area	100m <sup>2</sup>	88 m <sup>2</sup>
Max. Net Floor Area to Principal Building	75%	44%
Maximum Height (to mid-point)	4.8 m	3.7 m
Maximum Height (to peak)	5.5 m	4.7 m

Minimum Side Yard (north)	2.0 m	3.3 m
Minimum Side Yard (south)	2.0 m	6.9 m
Minimum Rear Yard	2.0m	2.0 m
Min. Distance to Principal Building	3.0m	3.9 m
Other Regulations		
Minimum Parking Requirements	3 stalls	3 stalls
Minimum Private Open Space	30m <sup>2</sup>	36m <sup>2</sup>

## 5.0 Current Development Policies

### 5.1 Kelowna Official Community Plan (OCP)

#### Development Process

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

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

**Healthy Communities.**<sup>3</sup> Through current zoning regulations and development processes, foster healthy, inclusive communities and a diverse mix of housing forms, consistent with the appearance of the surrounding neighbourhood.

**Carriage Houses & Accessory Apartments**<sup>4</sup>. Support carriage houses and accessory apartments through appropriate zoning regulations.

## 6.0 Technical Comments

### 6.1 Building & Permitting Department

- Development Cost Charges (DCC's) are required to be paid prior to issuance of any Building Permits.
- Operable bedroom windows required as per the 2012 edition of the British Columbia Building Code (BCBC 12).
- Full Plan check for Building Code related issues will be done at time of Building Permit applications.

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

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

<sup>3</sup> City of Kelowna Official Community Plan, Policy 5.22.7 (Development Process Chapter).

<sup>4</sup> City of Kelowna Official Community Plan, Policy 5.22.12 (Development Process Chapter).

6.2 Development Engineering Department

- See 'Attachment A' memorandum dated May 7, 2017.

6.3 Fire Department

- Requirements of section 9.10.19 Smoke Alarms and Carbon Monoxide alarms of the BCBC 2012 are to be met.
- All units shall have a posted address on Abbott St.
- If a fence is ever constructed between the units a clear width of 1100mm is required to be maintained for access.
- Maintain access to the carriage house from Abbott St as laneways are not reliable for emergency access.

7.0 **Application Chronology**

Date of Application Received: March 30, 2017

Date Public Consultation Completed: May 14, 2017

**Report prepared by:** Emily Williamson, Planner

**Reviewed by:** Terry Barton, Urban Planning Manager

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

**Attachments:**

Attachment "A" – Development Engineering Memorandum dated May 7, 2017

Attachment "B" – Proposed Carriage House Plans

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

**Date:** May 7, 2017  
**File No.:** Z17-0038  
**To:** Community Planning (EW)  
**From:** Development Engineering Manager(SM)  
**Subject:** 2375 Abbott Street

<b>ATTACHMENT A</b>	
This forms part of application # <b>Z17-0038</b>	
Planner Initials	<div style="border: 1px solid black; padding: 2px; display: inline-block;">EW</div>
 <b>City of Kelowna</b> COMMUNITY PLANNING	

Carriage House

Development Engineering has the following comments and requirements associated with this application. The utility upgrading requirements outlined in this report will be a requirement of this development.

1. Domestic Water and Fire Protection

The existing lot is serviced with a small diameter (13-mm) copper water service, which is substandard. Adequate metered water service must be provided to meet current by-law requirements. **The disconnection of the existing small diameter water service and the tie-in of a larger new service can be provided by City forces at the developer's expense. The applicant will be required to sign a Third Party Work Order for the cost of the water service upgrades.** For estimate inquiry's please contact Jason Angus, by email [jangus@kelowna.ca](mailto:jangus@kelowna.ca) or phone, 250-469-8783.

2. Sanitary Sewer

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

3. Development Permit and Site Related Issues

Direct the roof drains onto splash pads.

Driveway access is permitted from the lane per bylaw.

4. Electric Power and Telecommunication Services

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

  
\_\_\_\_\_  
Steve Muenz, P. Eng.  
Development Engineering Manager

SS



IHS DESIGN  
1392 MINE HILL DRIVE  
KELOWNA, BC V1P 1S5  
www.ihsdesign.com  
(250) 212-7938

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PROJECT NORTH

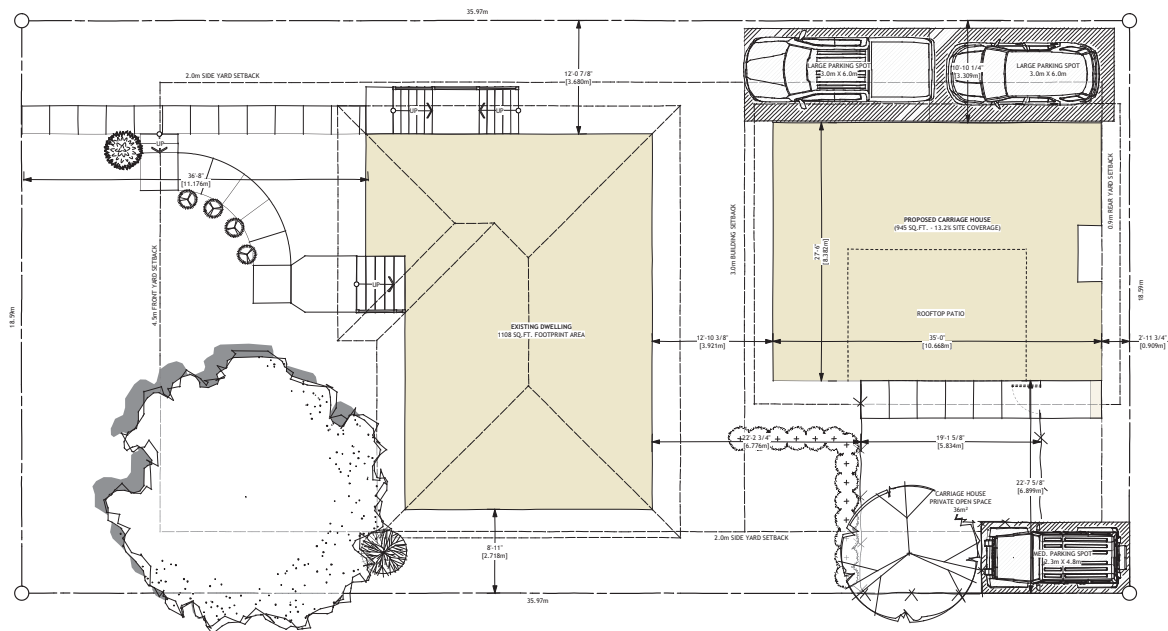
REVISION	DATE	DISCUSSION
A	29/FEB/2016	ISSUED FOR TRUSS DESIGN

PROJECT  
CARRIAGE HOUSE DEVELOPMENT  
2375 ABBOTT STREET  
KELOWNA, BC V1Y 1E7  
LOT 10 PLAN KAP6701

DRAWING TITLE  
ELEVATIONS

DATE  
JANUARY 18, 2016

DRAWING NUMBER  
1  
of  
3



## ATTACHMENT B

This forms part of application  
# Z17-0038

Planner  
Initials EW





IHS DESIGN  
1392 MINE HILL DRIVE  
KELOWNA, BC V1P 1S5  
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PROJECT NORTH

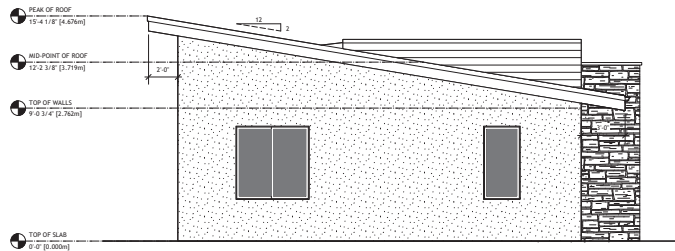
REVISION	DATE	DESCRIPTION
A	29/FEB/2016	ISSUED FOR TRUSS DESIGN

PROJECT  
CARRIAGE HOUSE DEVELOPMENT  
2375 ABBOTT STREET  
KELOWNA, BC V1Y 1E7  
LOT 10 PLAN KAP6701

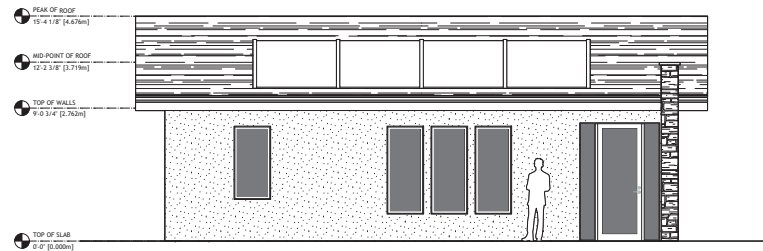
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ELEVATIONS

DATE  
MARCH 25, 2017

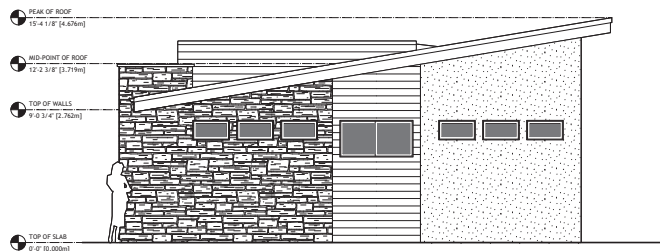
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2  
of  
3



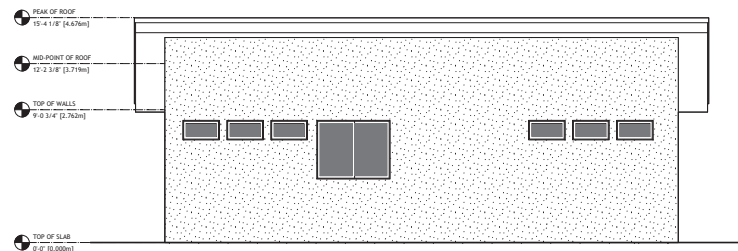
1 WEST ELEVATION  
Scale: 1/4" = 1'-0"



2 SOUTH ELEVATION  
Scale: 1/4" = 1'-0"



3 EAST ELEVATION  
Scale: 1/4" = 1'-0"



4 NORTH ELEVATION  
Scale: 1/4" = 1'-0"

ATTACHMENT **B**

This forms part of application  
# Z17-0038

Planner Initials **EW**

City of Kelowna  
COMMUNITY PLANNING



IHS DESIGN  
1392 MINE HILL DRIVE  
KELOWNA, BC V1P 1S5  
www.ihsdesign.com  
(250) 212-7938

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PROJECT NORTH

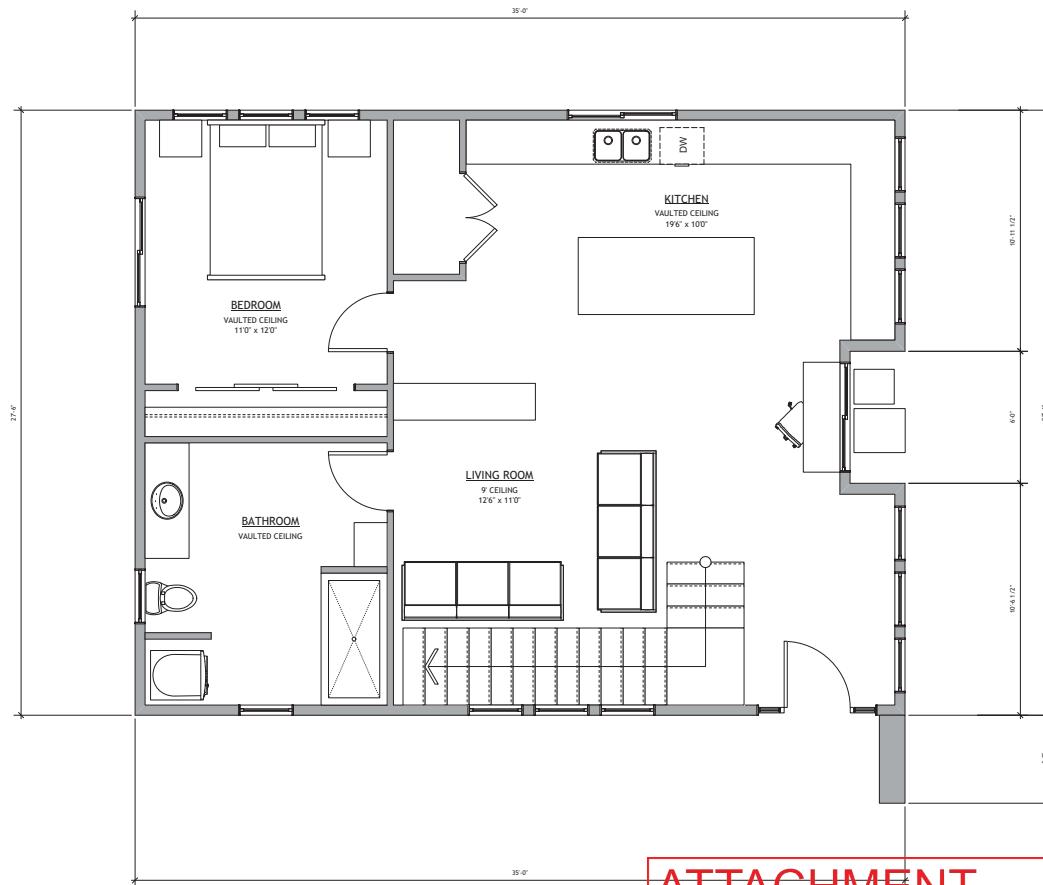
REVISION	DATE	DISCRIPTION
A	29/FEB/2016	ISSUED FOR TRUSS DESIGN

PROJECT  
CARRIAGE HOUSE DEVELOPMENT  
2375 ABBOTT STREET  
KELOWNA, BC V1Y 1E7  
LOT 10 PLAN KAP6701

DRAWING TITLE  
FLOOR PLAN

DATE  
MARCH 25, 2017

DRAWING NUMBER  
3  
— of —  
3



1 MAIN FLOOR PLAN  
Scale: 3/8" = 1'-0" FFA = 948 SQ.FT.

## ATTACHMENT B

This forms part of application

# Z17-0038

Planner  
Initials

EW



**CITY OF KELOWNA**  
**BYLAW NO. 11442**  
**Z17-0038 – 2375 Abbott Street**

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

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

1. THAT City of Kelowna Zoning Bylaw No. 8000 be amended by changing the zoning classification of Lot 10, District Lot 14, ODYD, Plan 6701 located on Abbott Street Kelowna, B.C., from the RU1 – Large Lot Housing zone to the RU1c – Large Lot Housing with Carriage House zone.
2. This bylaw shall come into full force and effect and is binding on all persons as and from the date of adoption.

Read a first time by the Municipal Council this

Considered at a Public Hearing on the

Read a second and third time by the Municipal Council this

Adopted by the Municipal Council of the City of Kelowna this

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Mayor

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City Clerk

# SUPPLEMENTAL REPORT TO COUNCIL



**Date:** July 10, 2017

**RIM No.** 0920-20

**To:** City Manager

**From:** Community Planning Department (LK)

**Application:** OCP17-0010, Z17-0026      **Owner:** Summerwood Retirement Resort Holding Corporation, Inc. No. BC1090350

**Address:** 1350 & 1370 KLO Road      **Applicant:** Kent-Macpherson

**Subject:** Official Community Plan Amendment & Rezoning Application

Existing OCP Designation: S2RES – Single Two /Unit Residential & EDINST – Educational/ Major Institutional

Proposed OCP Designation: MRM – Multiple Unit Residential (Medium Density) & PARK – Major Park/Open Space (Public)

Existing Zone: RU1 – Large Lot Housing & P2 – Education and Minor Institutional

Proposed Zone: RM5 – Medium Density Multiple Housing & P3 – Parks and Open Space

---

## 1.0 Recommendation

THAT Official Community Plan Map Amendment Application No. OCP17-0010 to amend Map 4.1 in the Kelowna 2030 – Official Community Plan Bylaw No. 10500 by changing the Future Land Use designation of portions of Lot 15 District Lot 131 ODYD Plan 10710 Except Plan KAP79079 and Lot 1 District Lot 131 ODYD Plan 27982 Except Plan KAP79079, located 1350 KLO Road & 1370 KLO Road, Kelowna, BC from the S2RES - Single / Two Unit Residential designation and the EDINST – Educational/Major Institutional designation to the MRM – Multiple Unit Residential (Medium Density) designation and the PARK – Major Park/Open Space (Public) designation, as shown on Map 'A' attached to the Report from the Community Planning Department dated July 25, 2017, be considered by Council;

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

AND THAT Council considers the Public Information Session public process to be appropriate consultation for the *Purpose* of Section 879 of the *Local Government Act*, as outlined in the Report from the Community Planning Department dated June 26, 2017;

THAT Rezoning Application No. Z17-0026 to amend the City of Kelowna Zoning Bylaw No. 8000 by changing the zoning classification of portions of Lot 15 District Lot 131 ODYD Plan 10710 Except Plan KAP79079 and Lot 1 District Lot 131 ODYD Plan 27982 Except Plan KAP79079, located 1350 KLO Road &

1370 KLO Road, Kelowna, BC from the RU1 – Large Lot Housing zone and the P2 – Educational / Minor Institutional zone to the RM5 – Medium Density Multiple Housing zone and the P3 – Parks and Open Space zone as shown on Map 'A' attached to the Report from the Community Planning Department dated July 25, 2017, be considered by Council;

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

AND THAT final adoption of the Official Community Plan Map Amending Bylaw and the Rezoning Bylaw be considered subsequent to the outstanding conditions of approval as set out in Schedule "A" attached to the Report from the Community Planning Department dated June 26, 2017;

AND THAT final adoption of the Official Community Plan Map Amending Bylaw and the Rezoning Bylaw be considered subsequent to the applicant being required to register on the subject property a section 219 no disturb/no build restrictive covenant to ensure the ongoing protection of the environmentally sensitive habitat;

AND FURTHER THAT final adoption of the Official Community Plan Map Amending Bylaw and the Rezoning Bylaw be considered in conjunction with Council's consideration of both a Natural Environment Development Permit, a Form & Character Development Permit & a Development Variance Permit for the subject property.

## **2.0 Purpose**

To amend the Official Community Plan to change the Future Land Use designation and to rezone the subject properties to facilitate the development of supportive housing on the subject properties.

## **3.0 Community Planning**

Community Planning Staff are supportive of the proposed Official Community Plan (OCP) Amendment and Rezoning applications to facilitate the development of supportive housing for an independent seniors living facility at 1350 & 1370 KLO Road. The addition of supportive housing at this location will add density to the area, but more importantly it will add 154 seniors housing units to the limited supply and the growing demand within the City. The proposal meets the OCP objective of providing a core housing need to allow seniors to age in place.

Rezoning the two parcels to RM5 – Medium Density Multiple Housing and P3 – Parks and Open Space is in keeping with the neighbourhood context which has existing multi-residential developments in the area, with the most recent currently under construction at 1459 KLO Road (DP16-0124) and 3090 Burtch Road (DP15-0294).

In exchange for allowing the supportive housing project, the applicant will be protecting a significant environmental feature at the rear of the property (a remnant woodland and creek channel) by rezoning a portion of the property to P3 – Parks and Open Space.

## **4.0 Proposal**

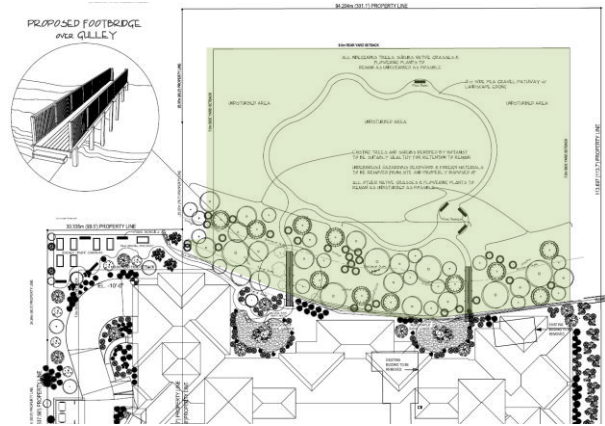
### **4.1 Project Description**

#### Environmentally Sensitive Area (ESA)

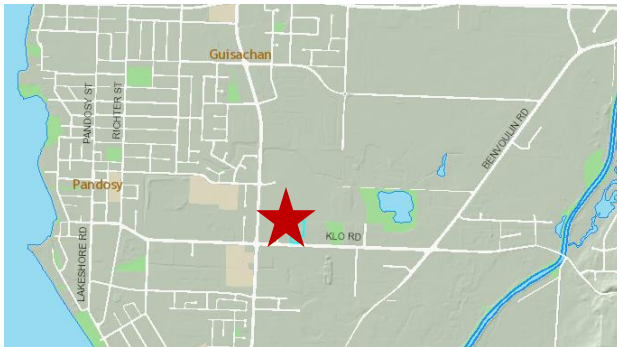
The collective area of both subject parcels is 1.70 ha (17,005.0 m<sup>2</sup>). The northern portion of the site, approximately 0.56 ha (5,666 m<sup>2</sup>), is an Environmentally Sensitive Area (ESA) which will be protected

through 'no build' and 'no disturb' covenants. A detailed Environmental Impact Assessment will be required as part of the Natural Environment Development Permit. It will set the terms and conditions for adequately protecting the ESA and will allow limited construction in order to provide a pathway and benches throughout this area so it may be utilized and enjoyed by the residents. The Environmental Development Permit will also remove invasive plant material and include restoration plantings to further enhance the ecology of the ESA.

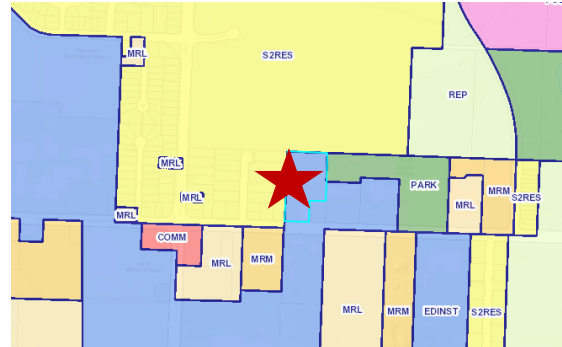
The parcels have an existing irrigation channel running across the north portion of the parcel. This channel is a remnant woodland and creek channel which has a number of red listed plants (this includes plants which are either endangered or threatened). The area is a wildlife corridor and also includes several species of birds.



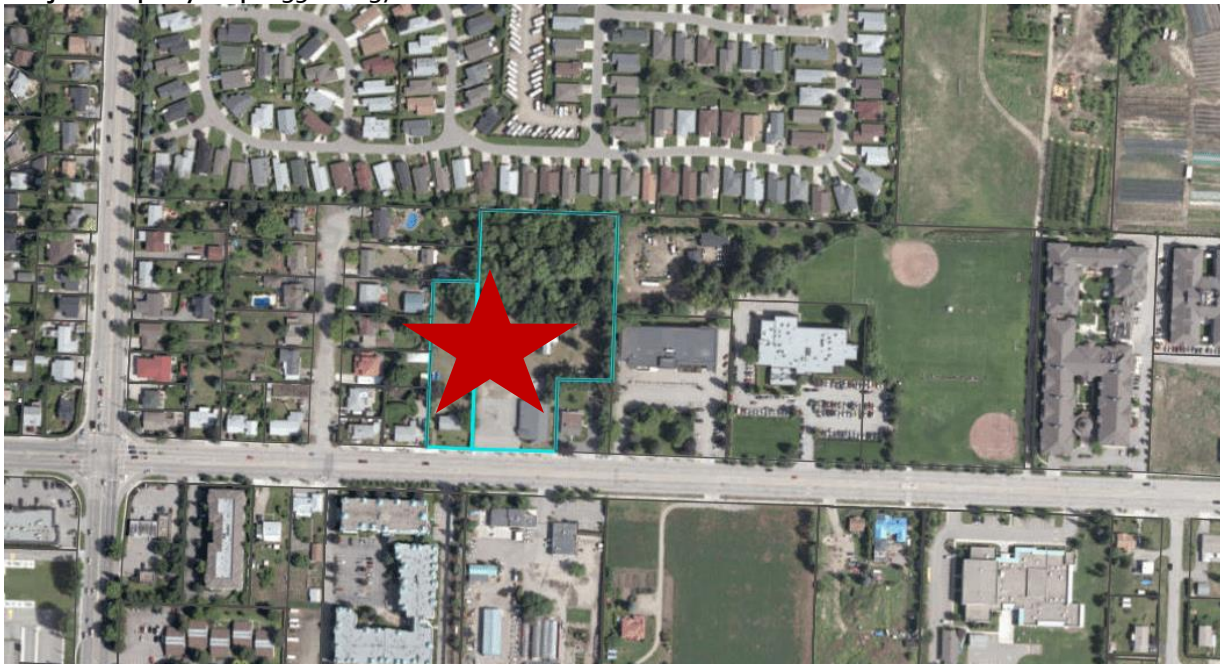
**Context Map:**



**Future Land Use:**



**Subject Property Map: 1350 & 1370 KLO Road**



## 5.0 Current Development Policies

### 5.1 Kelowna Official Community Plan (OCP)

#### Development Process

**Neighbourhood Impact.**<sup>1</sup> When considering an OCP Amendment, the City will seek information with respect to the impact on land values related to the likelihood that other properties in the immediate neighbourhood will remain or develop as indicated in the OCP.

**Environmentally Sensitive Area Linkages.**<sup>2</sup> Ensure that development activity does not compromise the ecological function of environmentally sensitive areas and maintains the integrity of plant and wildlife corridors.

**Housing Availability.**<sup>3</sup> Support the provision of housing for all members of the community, including those in core housing need or requiring special needs housing (transitional, age in place, emergency or shelter).

## 6.0 Application Chronology

Date of Application Received: March 21, 2017

Date Public Consultation Completed: April 27, 2017

Date of Initial Consideration: June 26, 2017

**Report prepared by:** Lydia Korolchuk, Planner

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

**Reviewed by:** Ryan Smith, Community Planning Department Manager

**Approved for Inclusion:** Doug Gilchrist, Divisional Director, Community Planning & Strategic Investments

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<sup>1</sup> City of Kelowna Official Community Plan, Policy 5.22.9 (Development Process Chapter).

<sup>2</sup> City of Kelowna Official Community Plan, Policy 5.39.2 (Development Process Chapter).

<sup>3</sup> City of Kelowna Official Community Plan, Policy 10.3.1 (Social Sustainability Chapter).

# CITY OF KELOWNA

## BYLAW NO. 11433

### Official Community Plan Amendment No. OCP17-0010 1350 & 1370 KLO Road

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

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

1. THAT Map 4.1 - **GENERALIZED FUTURE LAND USE** of "*Kelowna 2030* – Official Community Plan Bylaw No. 10500" be amended by changing the Generalized Future Land Use designation of:
  - a) Lot 15, District Lot 131, ODYD, Plan 10710 Except Plan KAP79079 located on KLO Road, Kelowna, B.C., from the S2RES – Single /Two Unit Residential designation to the MRM – Multiple Unit Residential (Medium Density) designation; and
  - b) a portion of Lot 1 District Lot 131 ODYD Plan 27982 Except Plan KAP57931, located on KLO Road, Kelowna, B.C., from the EDINST – Educational/Major Institutional designation to the Major Park/Open Space (public) (PARK) and MRM – Multiple Unit Residential (Medium Density) designation as per Map A attached to and forming part of this bylaw.
2. This bylaw shall come into full force and effect and is binding on all persons as and from the date of adoption.

Read a first time by the Municipal Council this 26<sup>th</sup> day of June, 2017.

Amended at first reading by the Municipal Council this

Considered at a Public Hearing on the

Read a second and third time by the Municipal Council this

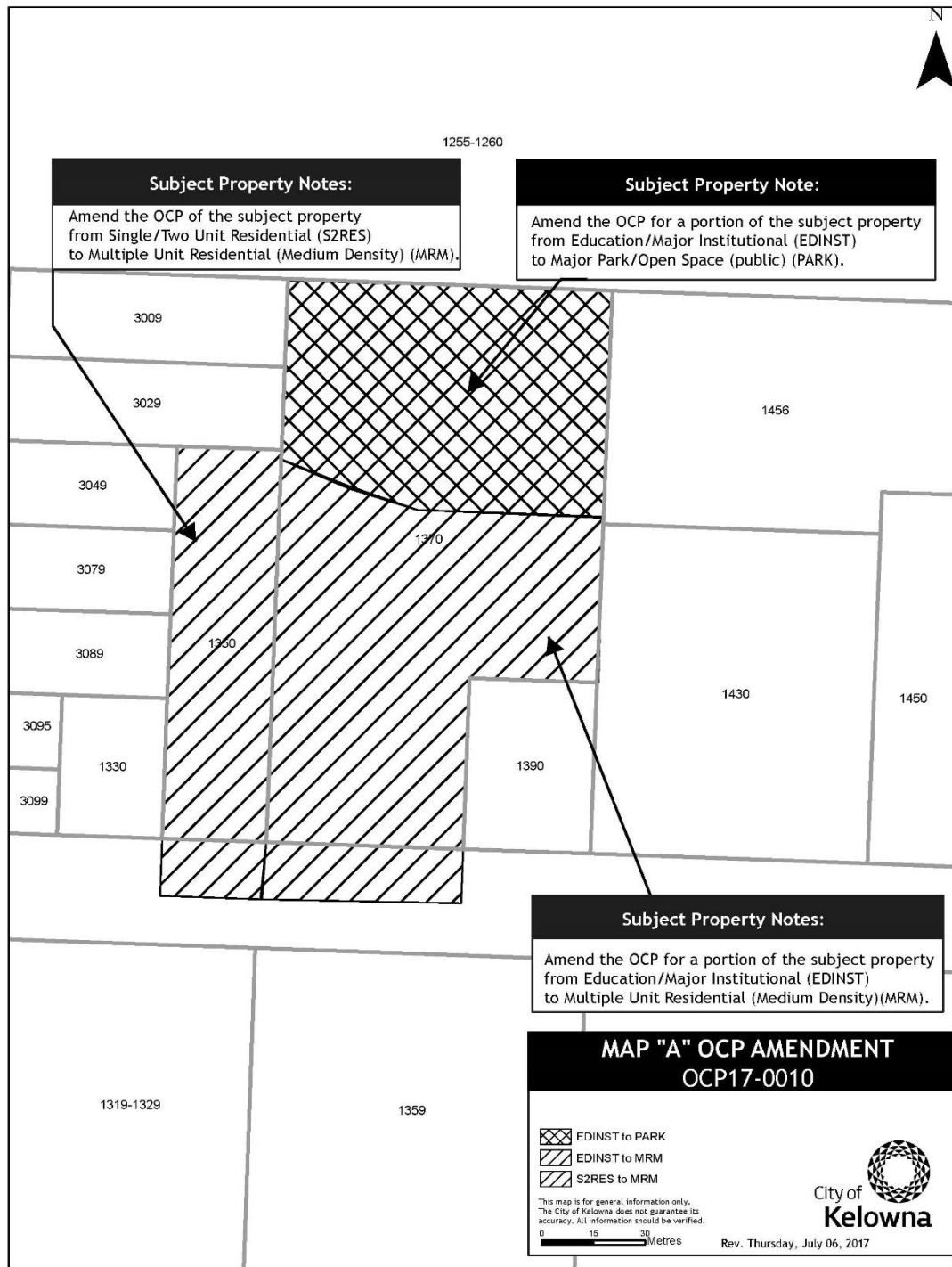
Adopted by the Municipal Council of the City of Kelowna this

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Mayor

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City Clerk



**CITY OF KELOWNA**  
**BYLAW NO. 11434**  
**Z17-0026– 1350 & 1370 KLO Road**

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

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

1. THAT City of Kelowna Zoning Bylaw No. 8000 be amended by changing the zoning classification of:
  - a) Lot 15, District Lot 131, ODYD, Plan 10710 Except Plan KAP79079 located on KLO Road, Kelowna, B.C., from the RU1 – Large Lot Housing zone to the RM5 – Medium Density Multiple Housing zone; and
  - b) A portion of Lot 1 District Lot 131 ODYD Plan 27982 Except Plan KAP57931, located on KLO Road, Kelowna, B.C., from the P2 – Education and Minor Institutional zone to the P3 – Parks and Open Space zone and RM5 – Medium Density Multiple Housing zone as per Map B attached to and forming part of this bylaw.
2. This bylaw shall come into full force and effect and is binding on all persons as and from the date of adoption.

Read a first time by the Municipal Council this 26<sup>th</sup> day of June, 2017.

Amended at first reading by the Municipal Council this

Considered at a Public Hearing on the

Read a second and third time by the Municipal Council this

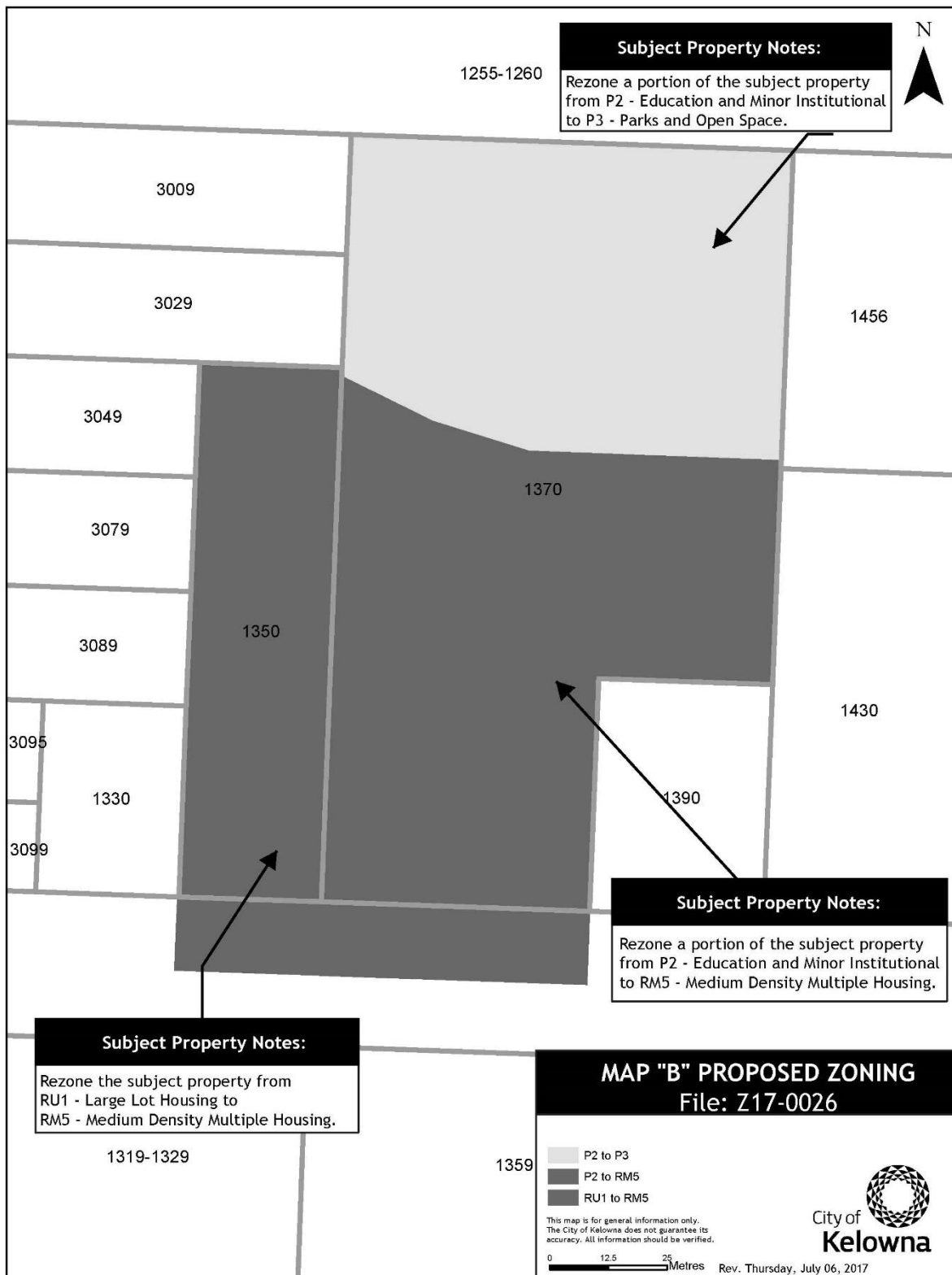
Adopted by the Municipal Council of the City of Kelowna this

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Mayor

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City Clerk



**CITY OF KELOWNA**  
**BYLAW NO. 11317**  
**Z16-0049 - Tony Pulice Construction Ltd., Inc. No.**  
**BC0722156**  
**604 Old Meadows Road**

---

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

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

1. THAT City of Kelowna Zoning Bylaw No. 8000 be amended by changing the zoning classification of Lot 1, Section 6, Township 26, ODYD, Plan 4873 Except Plans B6708 and 40500 located on Old Meadows Road, Kelowna, B.C., from the RU1 - Large Lot Housing zone to the RU2 - Medium Lot Housing zone.
2. This bylaw shall come into full force and effect and is binding on all persons as and from the date of adoption.

Read a first time by the Municipal Council this 28<sup>th</sup> day of November, 2016.

Considered at a Public Hearing on the 13<sup>th</sup> day of December, 2016.

Read a second and third time by the Municipal Council this 13<sup>th</sup> day of December, 2016.

Adopted by the Municipal Council of the City of Kelowna this

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Mayor

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City Clerk

# CITY OF KELOWNA

## BYLAW NO. 11424

### Official Community Plan Amendment No. OCP16-0017 4975 Buckhaven Court

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

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

1. THAT Map 4.1 - **GENERALIZED FUTURE LAND USE** of "*Kelowna 2030* – Official Community Plan Bylaw No. 10500" be amended by changing the Generalized Future Land Use designation of portions of Lot A Sections 20 and 29 Township 29 SDYD Plan KAP44335 Except Plans KAP92565, EPP23066, EPP31364 and EPP51781, located on Buckhaven Court, Kelowna, B.C., from the:
  - MRC – Multiple Unit Residential (Cluster Housing) designation to the PARK – Major Park and Open Space designation;
  - MRC – Multiple Unit Residential (Cluster Housing) designation to the S2RESH – Single / Two Unit Residential – Hillside designation;
  - PARK – Major Park and Open Space designation to the S2RESH – Single / Two Unit Residential – Hillside designation; and
  - S2RESH – Single / Two Unit Residential – Hillside designation to the PARK – Major Park and Open Space designation;as shown on Map A attached to and forming part of this bylaw.
2. This bylaw shall come into full force and effect and is binding on all persons as and from the date of adoption.

Read a first time by the Municipal Council this 12<sup>th</sup> day of June, 2017.

Considered at a Public Hearing on the 27<sup>th</sup> day of June, 2017.

Read a second and third time by the Municipal Council this 27<sup>th</sup> day of June, 2017.

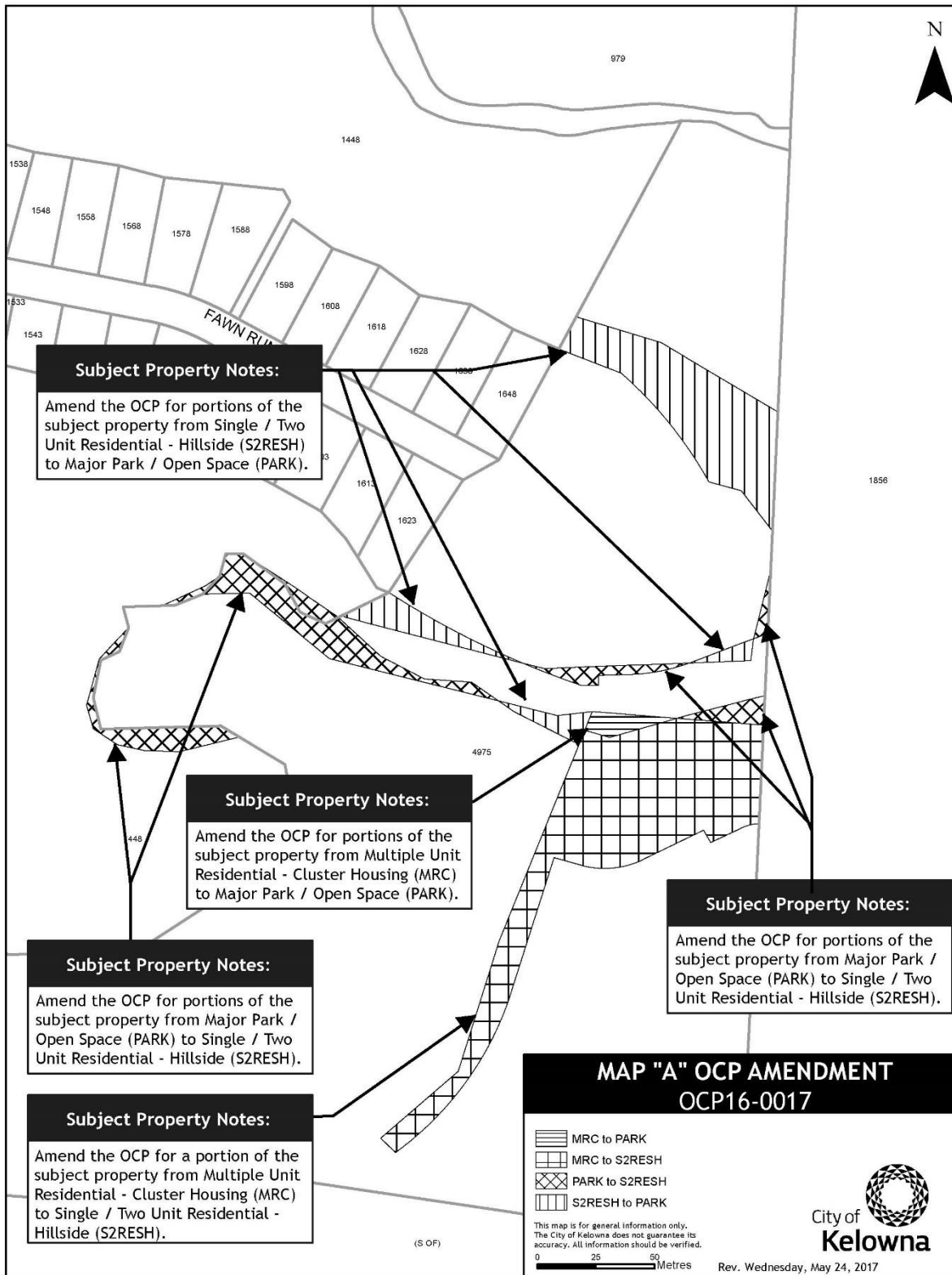
Adopted by the Municipal Council of the City of Kelowna this

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Mayor

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City Clerk



**CITY OF KELOWNA**  
**BYLAW NO. 11425**  
**Z16-0058 – 4975 Buckhaven Court**

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

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

1. THAT City of Kelowna Zoning Bylaw No. 8000 be amended by changing the zoning classification of portions of Lot A Sections 20 and 29 Township 29 SDYD Plan KAP44335 Except Plans KAP92565, EPP23066, EPP31364 and EPP51781 located on Buckhaven Court, Kelowna, B.C., from the:
  - A1 – Agriculture 1 zone to the P3 – Parks and Open Space zone;
  - A1 – Agriculture 1 zone to the RU1h – Large Lot Housing (Hillside Area) zone;
  - A1 – Agriculture 1 zone to the RH1 – Hillside Large Lot Residential zone; and
  - P3 – Parks and Open Space zone to the RU1h – Large Lot Housing (Hillside Area) zone as per Map "B" attached to and forming part of this bylaw.
2. This bylaw shall come into full force and effect and is binding on all persons as and from the date of adoption.

Read a first time by the Municipal Council this 12<sup>th</sup> day of June, 2017.

Considered at a Public Hearing on the 27<sup>th</sup> day of June, 2017.

Read a second and third time by the Municipal Council this 27<sup>th</sup> day of June, 2017.

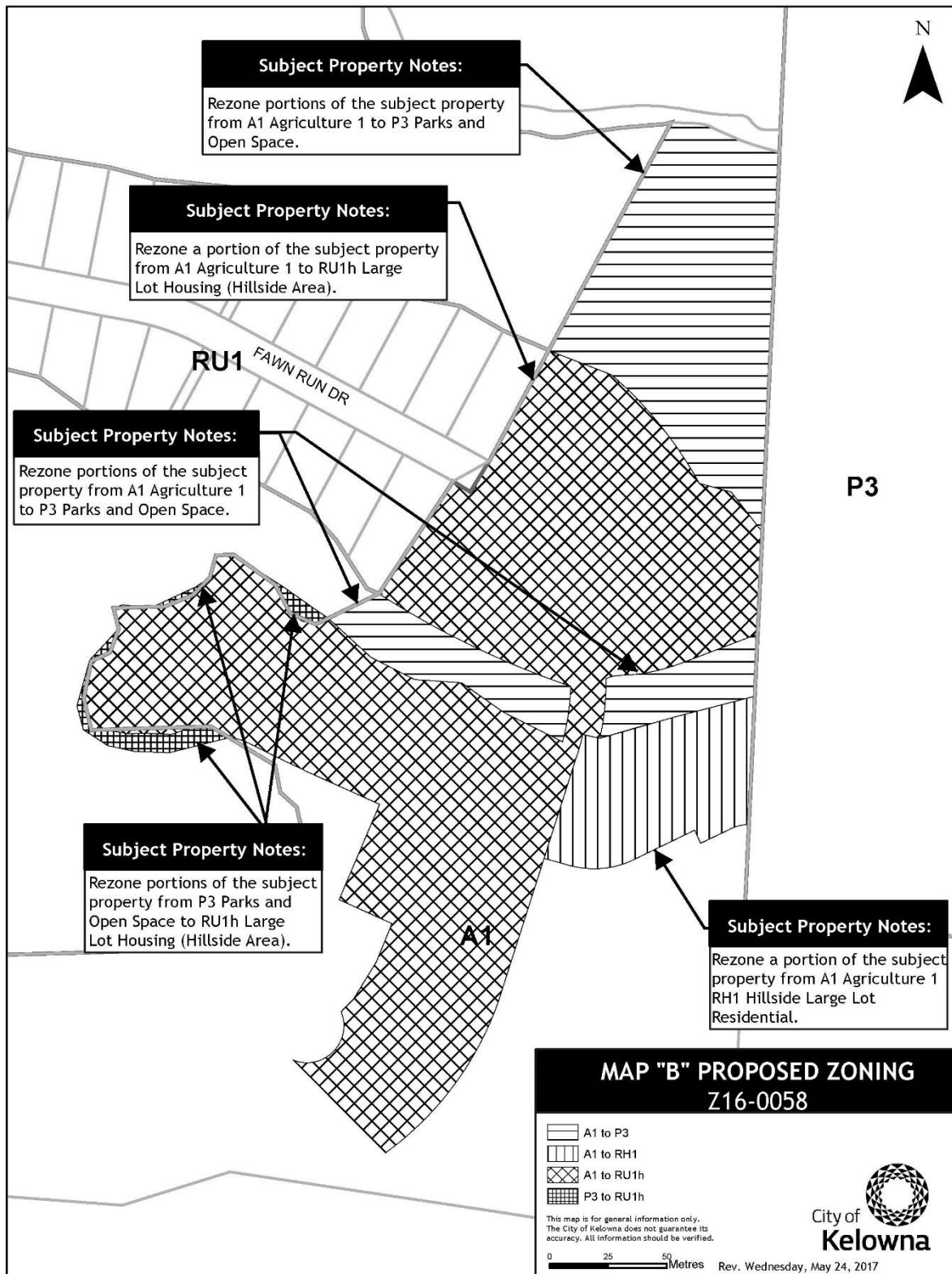
Adopted by the Municipal Council of the City of Kelowna this

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Mayor

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City Clerk



# Report to Council



**Date:** 7/10/2017  
**File:** 0270-02  
**To:** City Manager  
**From:** Jackie Dueck, Controller  
**Subject:** Library Society Dissolution

---

## **Recommendation:**

THAT Council approve the dissolution of the Library Society effective October 31, 2017

AND THAT Council Policy 294 "Council Appointee to Library Society" be rescinded.

AND FURTHER THAT all Library Society assets be transferred to the City of Kelowna, those being the Land and Building valued at \$3,950,464.

AND FURTHER THAT the lease with the Okanagan Regional Library be transferred to the City of Kelowna.

## **Purpose:**

To seek approval from Council to have the Library Society's Board of Directors dissolve the society effective October 31, 2017.

## **Background:**

On February 19, 1996 bylaw 7879 was adopted by Council authorizing the City of Kelowna to enter into a Mortgage with Montrose Mortgage Corporation Ltd. for the construction costs of the Library building on Ellis street. It was determined that the City could not borrow from a Mortgage corporation which delayed the advancement of funds. To resolve the problem, the Kelowna Library Society was formed and the borrower was changed from the City of Kelowna to City of Kelowna Library Society.

The Library Society was incorporated on February 28, 1997 for the purpose of the establishment, operation and maintenance of libraries and library services for the perpetual benefit of the city and citizens of the City of Kelowna, to acquire from the City of Kelowna

the lands and improvements consisting of the main branch of the Kelowna Library and to borrow or raise funds.

The Society's primary purpose was to facilitate the mortgage. The original mortgage amount was \$5,100,000 and was repayable over a period of 20 years. The final payment was April 11, 2017 and formal notice was received from the mortgage company releasing the debt on May 3, 2017.

There are 5 members of the Society. The Chairman is appointed by the City of Kelowna's Council through Council policy 294. The current Chairman of the Library Society is Councillor Gray. The remaining members of the Society are appointed by the City of Kelowna Council and include people who are residents or electors of the City of Kelowna and who are not members of Council or employees of the City of Kelowna.

At the end of each year the City of Kelowna staff prepare separate financial statements for the Library Society as well as consolidating the Library Society fund amounts into the City of Kelowna Financial Statements. This was required because the Library Society was considered to be a closely held organization by the Public Sector Accounting Board. This determination was made because the City has control over operations of the society by appointing the Chairman of the Board of Directors, managing the lease with Okanagan Regional Library and providing capital improvements and maintenance to the Library land and building.

Yearly in May the Board of Directors for the Society have an Annual General Meeting where they review and approve the Financial Statements and the Audit report for the Library Fund.

The intention for the City of Kelowna and the Library Society board was to have the Library Society active until the last mortgage payment was complete and then to dissolve the society as there would no longer be a reason to continue with a separate entity to manage this. Within the incorporation documentation it is noted that upon dissolution the remaining assets, after payment of all debts and liabilities, shall be turned over to the City of Kelowna.

### **Annual General Meeting Discussion**

On May 19, 2017 the Library board discussed potential reasons to keep the Library Society operational but it was determined that there were none that warranted continuing the Society. As a result, the Board resolved to seek permission to dissolve the society.

Next steps will be to produce the final 2017 Financial Statements for the Library Society. To have the statements externally audited and then approved by the Library Board of Directors and finally to sign the dissolution papers for the Society. Once signed they will be filed, and the Library property and building lease will revert to the City of Kelowna.

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

Internal Circulation:

Legal/Statutory Procedural Requirements:

Personnel Implications:

External Agency/Public Comments:

Communications Comments:

Alternate Recommendation:

Submitted by:

J. Dueck, Controller

Approved for inclusion:



Genelle Davidson, Divisional Director, Financial Services



# Dissolving the Library Society



# Background

- ▶ Incorporation
- ▶ Library Society purpose
- ▶ Board Members



# Operations

1. Building/Land Improvements
2. Lease Agreement
3. Financial Statements
4. Annual General Meeting
5. Intent to dissolve

# Annual General Meeting

- ▶ AGM Discussion
- ▶ Permission to Dissolve



# Next Steps

## Final Annual General Meeting

- ▶ Complete 2017 Financial Statements
- ▶ Present the Statements to Library Board
- ▶ Dissolve Library Society



## *Questions?*

For more information, visit [kelowna.ca](http://kelowna.ca).

# Report to Council



**Date:** July 10<sup>th</sup>, 2017  
**File:** 0710-60  
**To:** City Manager  
**From:** Joel Shaw, P.Eng., Infrastructure Engineering Manager  
**Subject:** Federation of Canadian Municipalities Grant Application

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## **Recommendation:**

THAT Council receives for information, the report from the Infrastructure Engineering Manager dated July 10<sup>th</sup>, 2017 with respect to Federation of Canadian Municipalities - Municipal Asset Management Program;

AND THAT Council approves the project titled “Corporate Asset Management Policy and Strategy Development and Asset Management Assessment” as the City’s project for grant application for the Federation of Canadian Municipalities - Municipal Asset Management Program;

AND THAT Council approves the increased scope of the Asset Management System project to include Corporate Asset Management Policy and Strategy Development upon confirmation of the grant;

AND FURTHER THAT the 2017 Financial Plan be amended to include receipt of grants if approved, as noted in report.

## **Purpose:**

To receive Council’s approval for grant application for the above noted project for the Federation of Canadian Municipalities - Municipal Asset Management Program.

## **Background:**

In May 2017, the Federation of Canadian Municipalities (FCM) announced FCM’s new Municipal Asset Management Program (MAMP) that is a five-year, \$50 million program designed to help Canadian municipalities make informed infrastructure investment decisions based on sound asset management practice. The program is funded by the Government of Canada and delivered by FCM.

FCM's Municipal Asset Management Program (MAMP) provides funding for projects that will help Canadian cities and communities of all sizes enhance their asset management practices. The goal of the program is to help municipalities make informed investment decisions for infrastructure assets, such as roads, buildings, water supply and sanitation systems, in order to deliver value for money while best serving citizens' needs. Activities that are available for funding include:

- Asset management assessments,
- Asset Management plans, policies and strategies,
- Data collection and reporting,
- Training and organizational development,
- Knowledge transfer.

FCM provides funding for up to 80 percent of total eligible costs, to a maximum of \$50,000. Projects must be completed within 11 months from funding approval notice. FCM is accepting applications for MAMP projects year round on a continuous basis and there are no deadlines to apply.

In 2017 Council approved budget for the procurement and implementation of a computerized Corporate Asset Management System. This large (\$1.5 million) asset management system will improve efficiency of asset maintenance and renewal - lowering asset life cycle costs and ensuring sustainable service delivery long-term. This project is underway and going through an RFP process to select a system vendor.

In conjunction with this project the City endeavors to update and develop the City's Asset Management Policy and Strategy and to complete an assessment of the City's current asset management practice so that policy, strategy and practice align and complement the new Corporate Asset Management System. This project titled "Corporate Asset Management Program Policy and Strategy/Framework Development and Asset Management Assessment" is the subject of the MAMP grant application. A summary of the project details is provided below:

- Update Corporate Asset Management Policy,
- Develop a formal Asset Management framework/strategy,
- Conduct Asset Management Assessment (including data collection requirements).

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

The City is requesting the maximum available grant funding (\$50,000) for Corporate Asset Management Policy and Strategy Development and Asset Management Assessment project. The total project cost is estimated at \$129,200 and balance of the project would be funded from the Asset Management System budget. The Approved Asset Management System budget has adequate funding to support all ineligible costs should we receive the grant.

#### **Internal Circulation:**

Divisional Director, Infrastructure  
Divisional Director, Financial Services  
Budget Supervisor, Financial Services  
Manager, Financial Planning  
Manager, Grant & Partnerships

Sr. Project Manager, Infrastructure Engineering

**Considerations not applicable to this report:**

Legal/Statutory Authority

Legal/Statutory Procedural Requirements

Existing Policy

Personnel Implications

External Agency/Public Comments

Communications Comments

Alternate Recommendation

Submitted by:

J. Shaw, Infrastructure Engineering Manager

**Approved for inclusion:**



A. Newcombe, Divisional Director, Infrastructure

cc:     Divisional Director, Infrastructure  
         Divisional Director, Communications & Information Services  
         Divisional Director, Financial Services  
         Manager, Financial Planning  
         Manager, Grant & Partnerships  
         Sr. Project Manager, Infrastructure Engineering





# FCM Grant Application

## Municipal Asset Management Program

July 10<sup>th</sup>, 2017



# FCM – Municipal Asset Management Program

## ▶ Eligible Activities

- ▶ Asset management assessments,
- ▶ Asset Management plans, policies and strategies,
- ▶ Data collection and reporting,
- ▶ Training and organizational development,
- ▶ Knowledge Transfer.

▶ \$50,000 maximum

▶ Projects accepted on year round basis.

## City's Grant Application

- ▶ Asset Management Policy and Strategy Development,
- ▶ Asset Management Assessment,
- ▶ Applying for \$50,000.



## *Questions?*

For more information, visit [kelowna.ca](http://kelowna.ca).

# Report to Council



**Date:** July 10, 2017  
**File:** 1405-06  
**To:** City Manager  
**From:** Jerry Dombowsky, Transit and Programs Manager  
**Subject:** Transit Improvement Program (TIP) 3-year MOU and 2017 Service Adjustment

---

## **Recommendation:**

THAT Council receives for information, the report from the Transit and Programs Manager dated July 10, 2017, with respect to the Transit Improvement Program (TIP) 3-year MOU and 2017 Service Adjustment;

AND THAT Council approves the conventional transit service adjustments to be implemented on September 3, 2017;

AND THAT Council authorizes the Mayor and City Clerk to execute the 3-year Memorandum of Understanding on behalf of the City of Kelowna for transit service over the 2018 – 2021 service years.

## **Purpose:**

To provide Council with information and seek approval for planned transit service adjustments for fall 2017, and to seek Council approval in principle for transit expansion planned from 2018 – 2021.

## **Background:**

### **Fall 2017 Service Adjustments**

#### **Conventional Transit Service**

Transit expansions since the major Rapid Bus service improvements in 2014 have been modest and generally limited to minor service adjustments to accommodate growth pressure and overload situations. With respect to 2017, the adjustments comprise reinstatement of seasonal service as well as addressing some on-time performance issues and improving some weekend service on core transit routes. Resources saved from summer seasonal reductions are being re-invested back into the system to provide hours for the on-time adjustments, for a zero net budget impact.

In September, service on a lower performing portion of the #13 Quail Ridge (Quail Run and Brindisi) will be reduced, with the service hour savings added to increase the frequency of main Quail Ridge service to every 20-25 minutes, as well as expanding service during the midday shoulder. Responding to growing demand, additional trips will be added to the Saturday #8 service, to provide 30-minute frequency in early morning, and evening times. A report detailing the proposed service changes, and the #13 Quail Ridge route adjustment is attached.

### **Transit Improvement Program (TIP) Process**

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

Each year, a Memorandum of Understanding related to the TIPS expansion is signed by the local government. It sets out the City's intention to proceed. This is subject to annual City Council budget deliberation each fall, but the lag time associated with ordering buses means that BC Transit must commit to purchase up to a year in advance of actual receipt of an expansion bus. As a result, the expansion bus purchase for 2018/19 will be a firm commitment by both partners.

With respect to impact upon City of Kelowna budget, this is mitigated by the Federal Gas Tax funding that is being applied to the pre-payment of bus lease fees. The 2018/19 proposed Conventional expansion will be covered under this funding so there is no actual financial risk of additional cost impact other than basic maintenance.

### **2018 – 2021 Proposed Service Expansion**

#### **OK College, Mid-town, Glenmore and University Connector**

With anticipated completion of John Hindle Drive in early 2018, a new transportation route will connect the Glenmore Valley directly to UBCO, Mid-Town and Okanagan College. This provides an opportunity to re-structure existing service from Glenmore to UBCO which is presently provided circuitously via Sexsmith Road. A detailed report with service options is attached. In addition to re-structuring the Glenmore service, new service is proposed to be introduced to serve the Academy Way neighbourhood. Additional engagement will take place in the fall 2017 to discuss these options further with key stakeholders and the public as part of the Transit Future Action Plan process.

No expansions are proposed for the 2019/20 service period.

For the 2020/21 service period, Rutland route re-structuring is planned in conjunction with completion of the Rutland Transit Exchange (Phase 2). This project will require additional service expansion hours to improve service to the Rutland area.

Proposed Expansion Initiatives						
AOA period	In-service date	Annual Hours	Vehicle Requirement	Estimated Annual Revenue	Estimated Annual Costs	Estimated Annual Net Municipal Share
2018/19	Sept - 18	5,000	2*	\$75,892	\$532,148	\$207,796
		Description	Based on the results of the Transit Future Action Plan, these resources will be used for the introduction of expanded service to UBCO via John Hindle Drive as well as the realignment of existing services to Glenmore to Mid-Town and Pandosy. In addition, new service will also be introduced to the Academy Way neighbourhood and improve on-time performance with Core Transit Services.			
2020/21	Sept - 20	5,000	2	\$75,892	\$650,601	\$305,975
		Description	These resources will be used for the Rutland route realignment project that will be finalized as part of the Transit Future Action Plan process. On-time performance will also be improved on Core Transit services.			

\*The local share of lease fees for the 2 vehicles required for the 2018/19 expansion will be covered through Regional Gas Tax funding, which is reflected in the estimated annual municipal share figures outlined above.

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

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

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

#### Internal Circulation:

Divisional Director, Financial Services  
Divisional Director, Infrastructure  
Transportation Planner  
Financial Analyst

**Financial/Budgetary Considerations:** Net cost for Conventional transit to be considered for the 2018 budget is estimated at \$51,949 with the full year annual estimated costs of \$207,796 to be considered for the 2019 budget. Net cost for Conventional transit to be considered for the 2020 budget is estimated at \$76,494 with the full year estimated annual cost of \$305,975 to be considered for the 2021 budget.

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

**Considerations not applicable to this report:**

Legal/Statutory Authority  
Legal/Statutory Procedural Requirements  
Existing Policy  
Personnel Implications  
Communications Comments  
Alternate Recommendation

Submitted by:



J. Dombowsky, Transit and Programs Manager

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

**Approved for inclusion:**



A. Newcombe, Divisional Director, Infrastructure

**Attachments:**

1. Midtown Connector and Glenmore Transit Restructuring report;
2. Transit Improvement Program (TIP) 3-year MOU City of Kelowna 2018-2021;
3. Route #13 Quail Ridge Service Change 2017;
4. Kelowna Transit September 2017 Service Changes
5. MOU Document for Execution Form

cc: Divisional Director, Financial Services  
Divisional Director, Infrastructure  
Financial Analyst  
R. Williams, Regional Transit Manager, BC Transit  
M. Boyd, Planning Manager, BC Transit

Attachment 1

# Midtown Connector and Glenmore Transit Restructuring

July 2017



1435 Water Street  
Kelowna, BC V1Y 1J4  
TEL 250-469-8610  
FAX 250-862-3349  
email@kelowna.ca

kelowna.ca

TABLE OF CONTENTS

TABLE OF CONTENTS..... 2

Background .....3

Service Options.....7

    Recommended Option – New Pandosy/UBCO  
    via Glenmore Route .....7

    Alternative Option – Downtown/UBCO Express  
    ..... 9

Budgetary Impacts.....12

    Operating Cost Requirements.....12

    Capital Cost Requirements.....12



## Background

### Introduction

This report has been prepared to brief Council on new transit service options that are being considered for the Glenmore area as a result of the completion of John Hindle Drive in the spring of 2018.

John Hindle Drive will connect Highway 97 to Glenmore Road at the UBC Okanagan Campus and provide an alternate route for transit services. To take advantage of this strategic transportation corridor, service changes are under consideration for the transit network in Glenmore.

This briefing report provides background information and rationale for proposed transit service options as well as expected operating and capital budget requirements. Prior to seeking final Council approval of the recommended option, BC Transit and City Staff will be conducting public engagement to receive comments from the community. The results of this engagement and a request for budget approval will be brought to Council in conjunction with the 2018 Budget Review Process.

### Policy Context

In August 2011, Council endorsed the *Transit Future Plan* as the guiding document for expansion of transit service in Kelowna over the next 25 years.

The *Transit Future Plan* focuses on creating a grid-like Frequent Transit Network (FTN), operating at frequencies of 15 minutes or better throughout the day. The FTN will link urban centres, major employment areas, post-secondary institutions, and other key destinations across the region. This plan has provided direction for a number of transit service changes since 2011, including the implementation of a new Gordon Drive route (Route 5); realignments of Routes 1, 8, 15, 16, and 17; as well as increased service on Route 97.

Full implementation of the *Transit Future Plan* will require significant capital and operating investment. In late 2015, a *Transit Future Action Plan* process was initiated by BC Transit- in collaboration with local governments- to explore challenges and future opportunities for the Central Okanagan transit system.

To help guide consistent service and infrastructure planning decisions, the following objectives for transit service provision were identified:

- **Moving People More Efficiently**
  - A well-utilized transit system increases the people-moving efficiency of the transportation network in terms of the public investment required and carbon emissions generated. To meet this objective, the majority of transit service should be concentrated in corridors with high market potential that will generate the best returns for public investment.
- **Enabling Access for All**
  - A wide-reaching transit system provides an important lifeline for residents without access to other means of transportation, allowing them to fulfill their daily needs. To meet this objective, transit service should be offered within comfortable walking distance of as many residents and jobs as possible.

- **Connecting Urban Centres**

- A well-planned transit system supports community objectives of encouraging vibrant urban centres as well as healthier, safer and more sustainable neighbourhoods. To meet this objective, the transit network should be designed to maximize accessibility between centres of population and employment throughout the region.

## **Existing Transit Service**

### **Route 7 – Glenmore**

Provides frequent service every 15 minutes from Downtown to Midtown via Glenmore. Operates in a 'split-tail' configuration, where buses loop up and around through Glenmore in both directions.

Route 7 is currently the lowest performing of the core routes at an average of 23 passengers per revenue hour on fall weekdays. This is significantly below the target of 35 passengers per hour proposed in the *Transit Service Standards*. Although continued population growth and a potential direct connection to the university will boost ridership, major expansions of service hours in Glenmore may not be justified by market potential.

### **Route 6 – Glenmore/UBCO**

A peak-only express service linking Downtown to UBCO via Glenmore and Sexsmith which operates from September until April. A total of eight trips are operated per day and there is no service on weekends.

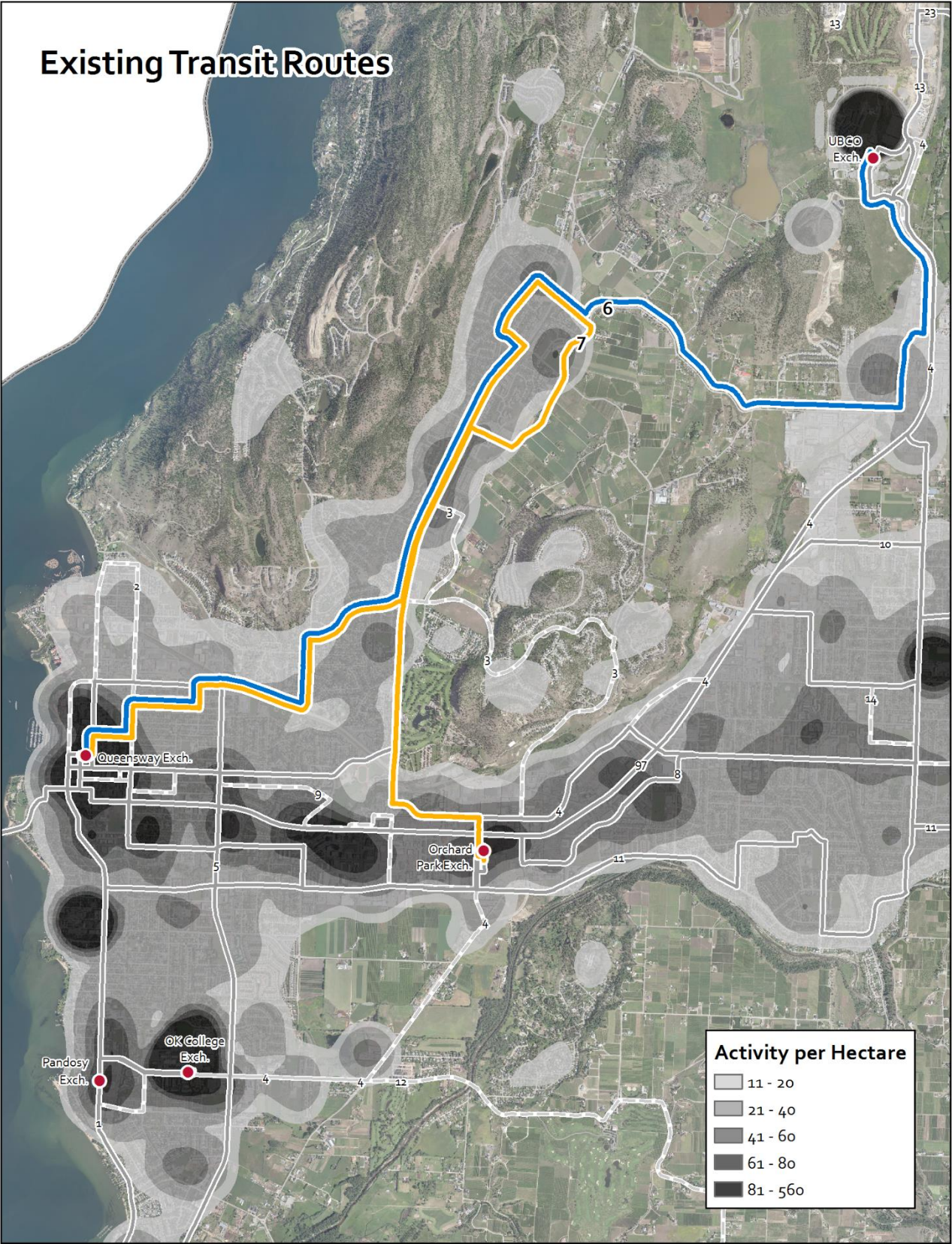
Together with the Route 4, this route also provides limited coverage to the Sexsmith industrial area.

Productivity is well above the system-wide average at 39 passengers per revenue hour, in part because service is limited to busy times.

### **Route 4 – Pandosy/UBCO Express**

Another peak-only express service from Pandosy to UBCO via Benvoulin, Midtown, and Highway 97. Operates on a similar schedule to Route 6 – nine trips in peak hours on weekdays between September and April, with no weekend service. Besides the university and college, this route provides coverage along KLO Road and Benvoulin Road. Important destinations on this corridor include two private schools, KLO Middle School, and medium-density residential development on KLO which is beyond the typical walking catchment of service on Gordon Drive.

Despite being limited to peak hours, productivity is equal to the system-wide average at 25 boardings per revenue hour.



### Nearby Land Use

The Glenmore area is comprised of a mix of low and medium density residential with small commercial nodes at major intersections and a village centre at Kane Road. Most of the multifamily developments in the area are located along Glenmore Road itself, in close proximity to transit service. The strong linear nature of the area provides strong support for transit oriented development.

There is a significant amount of multifamily growth occurring along Glenmore Road, particularly in the vicinity of Summit Road and Kane Road. The population along the Glenmore corridor is expected to grow by roughly 40% to 21,000 residents in 2040.

Projected Growth in Glenmore		
	Existing	Future
Population	15,000	21,000
Employment	1,200	1,800

### Travel Patterns of Glenmore Residents

One way to evaluate transit network changes is to examine travel patterns by all modes. This provides a sense of the overall demand for travel between two places.

The table to the right summarizes the most common destination of trips originating in Glenmore during the morning peak from the 2013 Household Travel Survey. The most common destinations are within Glenmore itself. Travel to the five urban centres is relatively balanced, with slightly more trips destined for South Pandosy than the City Centre or Capri Landmark. This is likely due to the high concentration of enrolment at Okanagan College, Kelowna Secondary (the high school for Glenmore), and KLO Middle (regional French Immersion middle school).

Most Common Destinations from Glenmore (AM Peak, All Modes)	
Within Glenmore	30%
South Pandosy	13%
City Centre	10%
Capri/Landmark	10%
UBC Okanagan	8%
Midtown	7%
Rutland	4%
<i>Other Destinations</i>	<i>17%</i>

Students represent a major component of the regional transit market, and currently account for approximately 45% of ridership. UBC Okanagan and Okanagan College generate the largest number of transit trips, and will become more important as enrolment grows. The current and projected enrolment totals are provided below:

	UBCO	Okanagan College	KSS/KLO Middle
Current	8,500	5,000	2,500
2040	15,000	9,000	3,000

## Service Options

### Recommended Option – New Pandosy/UBCO via Glenmore Route

#### Description

This option would repurpose elements of Routes 4 and 7 to create a new Route 6 – UBCO to Pandosy through the Glenmore area. Unlike the existing Route 7 through Midtown, which heads north via Cooper and Enterprise, the new route will take Springfield and Spall in order to serve the Landmark area.

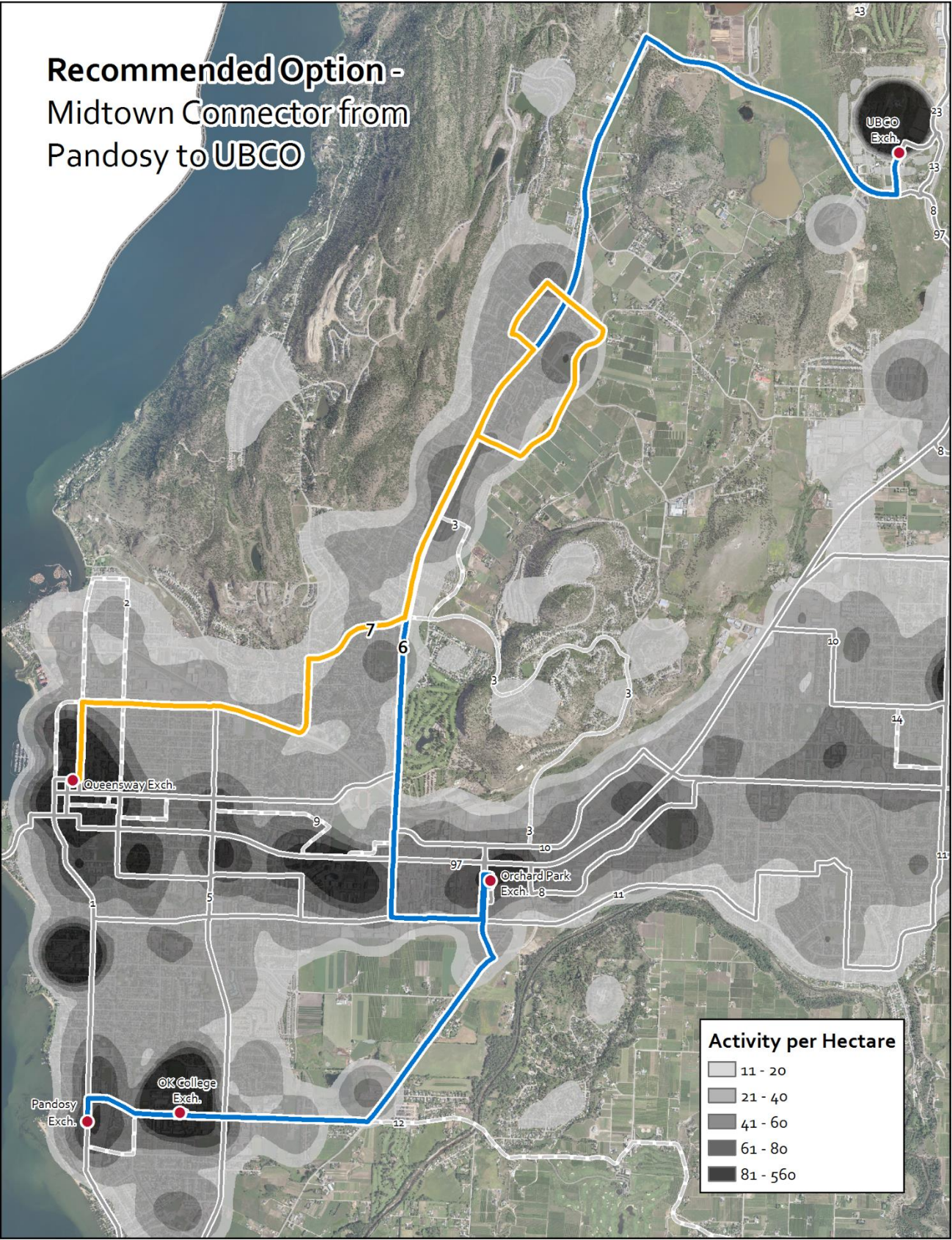
The new Route 6 or 'Midtown Connector' would operate all-day rather than in peak periods only. The Midtown 'leg' of Route 7 would be discontinued, and frequent service would still run between Downtown and Glenmore.

#### Benefits

- The destinations along the new Route 6- UBC Okanagan, Midtown, Landmark, and South Pandosy- account for roughly two-thirds of travel from Glenmore in the morning peak, significantly increasing the number of trips accommodated by transit without changing buses.
- Streamlines sections of duplicative routing between Routes 4 and 97 along the highway north of Midtown.
- As nearby catchment areas grow, service on the Route 6 could be expanded to provide a third north-south link in the FTN 'grid' (the first two being Lakeshore and Gordon).
- Realignment within Midtown to Springfield and Spall more than doubles the amount of nearby population and employment along this section compared to the existing Route 7.

#### Challenges

- An estimated 2,300 residents living along the existing Route 6 in the vicinity of Cawston, Clement, and Clifton will no longer have direct bus service to the university. An estimated 900 residents living along Glenmore Dr between Clement and High Road will gain a direct connection; in addition, roughly 1,000 residents along KLO Road east of Gordon will now have access to all-day service to UBCO, rather than at peak times only.
- Discontinues service along Sexsmith Road. The productivity of these segments was low, at an estimated 15 boardings and alightings per day. The new RapidBus station at Sexsmith will partially offset this loss of service at the eastern end of Sexsmith, where the majority of employment is located.
- Realignment of the Route 4 to John Hindle precludes an earlier proposal to serve Academy Way and the University Heights with these existing resources; however, it may be more efficient to serve this neighbourhood with an extension of the Route 13 Quail Ridge.



## Alternative Option – Downtown/UBCO Express

### Description

This alternate option would realign the current Route 6 (Downtown-UBCO) from Sexsmith to John Hindle, adding all-day service and increasing frequency. As in the previous option, the low performing service along Sexsmith Road would be discontinued. Route 7 would become a lower frequency local transit route operating from Glenmore to Midtown. Route 4 would continue to operate as today.

### Benefits

- Provides a second frequent connection between Downtown and UBC Okanagan, although the estimated travel time is similar to the existing 97 RapidBus; therefore, this option is unlikely to attract many new riders from the City Centre.

### Challenges

- Reduces the frequency of service from Glenmore to Landmark and Midtown.
- Maintains duplicative sections of service on Route 4 on Highway 97.

The change in catchment area for Routes 6 & 7 under the two service options is presented in the table below. Starting with Route 6, the recommended option (Pandosa-UBCO) would greatly increase the amount of activity- or combined population, employment, and enrolment- within walking distance of the route. Ranked among the existing routes for context, the Midtown Connector would be third in terms of overall catchment area. The alternate option (Downtown-UBCO via John Hindle) has a reduced catchment area compared to the existing Route 6, largely due to missing the Sexsmith Industrial Area.

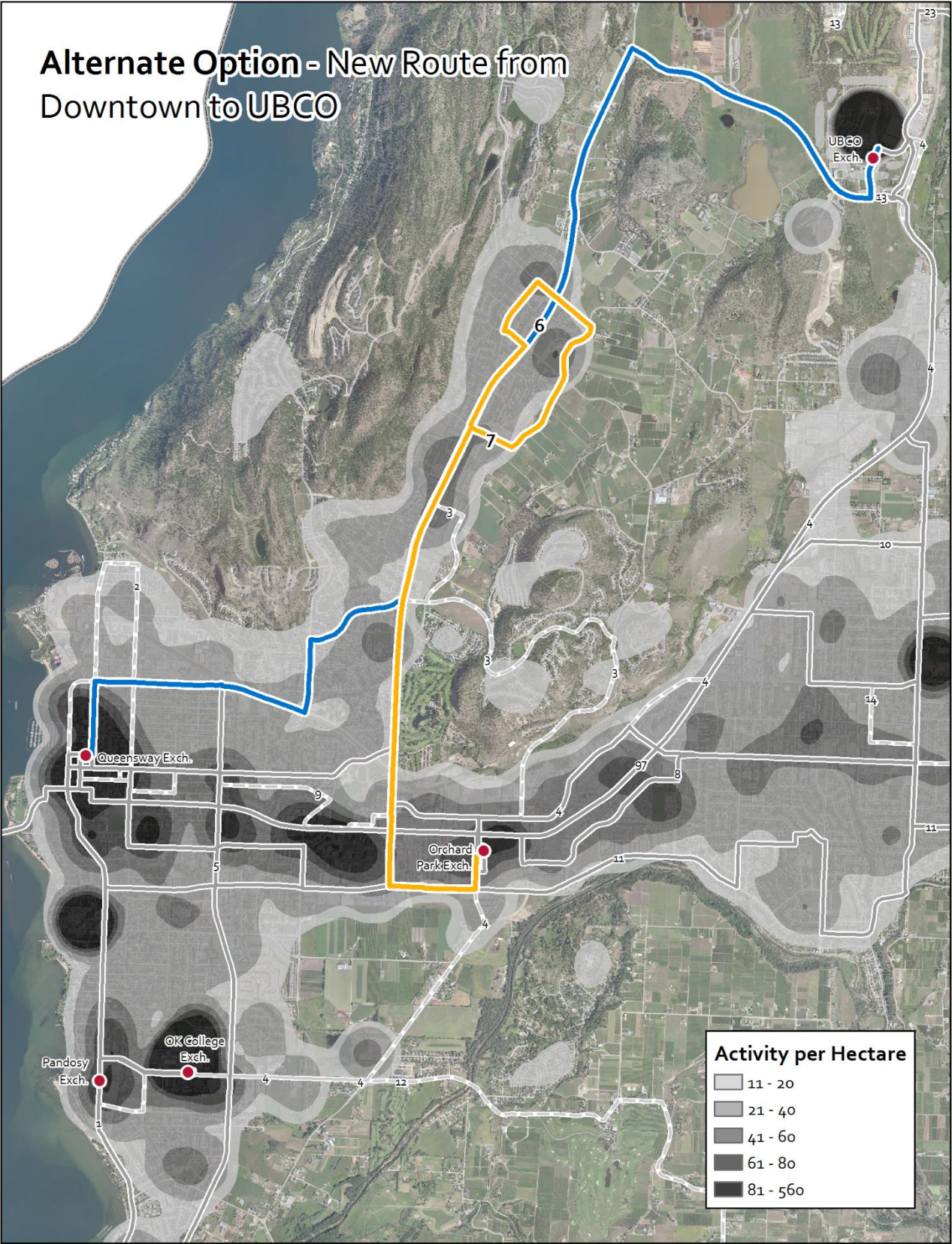
Route 6						
	Description	Length	Nearby Activity <sup>1</sup>		Activity per Km <sup>2</sup>	
			Count	Rank	Count	Rank
Current	Downtown-UBCO via Sexsmith	15km	38,225	6 of 28	2,520	9 of 28
Recommended	Pandosa-UBCO via Glenmore	18km	47,800	3 of 28	2,650	8 of 28
Alternate	Downtown-UBCO via John Hindle	13km	33,200	7 of 28	2,530	9 of 28

For the Route 7, discontinuing the Midtown 'leg' in the recommended option would reduce the catchment area totals, although the nearby activity would be 15% higher on a per kilometre basis due to the shorter length. A similar pattern can be seen for the alternate option (Midtown-Glenmore), although the overall catchment would be smaller.

Route 7						
	Description	Length	Nearby Activity		Activity per Km	
			Count	Rank	Count	Rank
Current	Downtown-Midtown via Glenmore	15km	32,300	7 of 28	2,000	10 of 28
Recommended	Downtown-Glenmore	11km	24,600	11 of 28	2,300	10 of 28
Alternate	Midtown-Glenmore	10km	21,900	11 of 28	2,200	10 of 28

<sup>1</sup> Combined population, employment, and enrolment within 400 metres of the route.

<sup>2</sup> Total activity divided by the length of the route. A measure of the efficiency of the routing.



### Summary

The recommended option moves people more efficiently by increasing the range of destinations accessible from Glenmore without transfers and repurposing duplicative elements of Route 4. It will support residents without access to other means of getting around, including roughly 650 units of retirement or supportive housing along the new Route 6, and significant postsecondary student populations in Glenmore. And finally, it connects three urban centres (Pandosy, Capri/Landmark, and Midtown) with Glenmore and the two largest educational centres in the region.

Option	Description	Resources Required	Key Benefits	Key Challenges
Recommended	New Pandosy-UBCO Route via Glenmore	2 expansion buses and 5,000 annual service hours	Reduces the amount of transfers required from Glenmore	Long route reduces flexibility to adjust service levels as seasonal demands change
Alternate	New Downtown-UBCO Route	2 expansion buses and 5,000 annual service hours	Provides a second direct route from Downtown to UBCO	Glenmore residents are required to transfer to reach Pandosy/KLO area

## Budgetary Impacts

### Operating Cost Requirements

In June 2016, Council endorsed a three-year Memorandum of Understanding for improvements to the conventional and custom transit systems. This endorsement enabled BC Transit to proceed with a request for funding to the Province on the City's behalf for new bus purchases and matching funds for operating costs, with the understanding that a more detailed budget would follow when service details were confirmed.

The proposed conventional system expansion initiative included 5,000 new service hours and two new buses in 2018/19 to realign the Route 6 and 7 Glenmore services with a new connection to UBCO via John Hindle Drive, as well as other investments to improve schedule reliability and alleviate overcrowding.

Recent work undertaken as part of the *Transit Future Action Plan* supports the proposal to proceed with the implementation of expanded transit service to UBCO via John Hindle Drive and to introduce service to University Heights in 2018/19.

The following table summarizes the operating requirements for these new services:

Proposed Expansion Initiatives						
AOA period	In-service date	Annual Hours	Vehicle Requirement	Estimated Annual Revenue	Estimated Annual Costs	Estimated Annual Net Municipal Share
2018/19	Sept '18	5,000	2*	\$75,892	\$532,148	\$207,796
		Description	Based on the results of the Transit Future Action Plan, these resources will be used for the introduction of expanded service to UBCO via John Hindle Drive as well as the realignment of existing services to Glenmore. In addition, new service will also be introduced to the Academy Way neighbourhood and improve on-time performance with Core Transit Services.			
2020/21	Sept '20	5,000	2	\$75,892	\$650,601	\$305,975
		Description	These resources will be used for the Rutland route realignment project that will be finalized as part of the Transit Future Action Plan process. On-time performance will also be improved on Core Transit services.			

\*The local share of lease fees for the 2 vehicles required for the 2018/19 expansion will be covered through Gas Tax funding, which is reflected in the estimated annual municipal share figures outlined above.

## Capital Cost Requirements

Since the majority of the proposed restructuring involves corridors where bus service operates today, the infrastructure requirements are relatively minor. However, some existing bus stops do not meet standards for safe, accessible design or lack basic amenities such as seating. There are three locations on the Glenmore corridor which will be targeted for bus stop upgrades.

Two major capital projects associated with this restructuring are the Glenmore/Summit intersection and accessibility improvements on Spall Road. Glenmore and Summit will become a strategic transfer point between the two Glenmore buses in the future. Safe and comfortable facilities sheltered from the roadway will improve passenger experience and provide space for buses to layover without affecting traffic.

Spall Road currently has a very low level of bus service south of Enterprise, and as such would require the most capital investment to support frequent transit. A new pair of bus stops in the vicinity of Parkinson Way will be required to provide access to the community centre; adjacent multi-family rental housing; and potential future high school. The four existing bus stops on Spall Road south of Harvey Avenue are extremely basic and will need to be upgraded to meet accessibility standards and improve passenger comfort. There is also no safe pedestrian crossing between Harvey Ave and Springfield Road, which makes it difficult for customers to reach bus stops.

Another challenge for transit operations on Spall Road is the queueing for left-turns onto Springfield during the afternoon peak. A study is currently underway to explore opportunities to improve the functioning of the Spall/Springfield intersection and reduce delays for transit. This will benefit both the new Route 6 and the existing east-west services on Springfield, Route 8 and 11. Based on the outcome of this study, improvements to the intersection could be completed in 2018.

The capital costs associated with the Glenmore restructuring are summarized below. Capital costs are to be funded through transit reserve, addressed in the 2018 budget review process.

<b>Capital Cost Summary</b>	
Glenmore Road Stop Accessibility Upgrades	\$25,000
Spall Road Stop Accessibility Upgrades	\$58,000
Glenmore/Summit Exchange	\$150,000
New Stops at Spall/Parkinson	\$60,000
Spall/Springfield Intersection	\$150,000

Summary and Next Steps

The connection of John Hindle Drive to the UBC Okanagan campus creates an opportunity to restructure bus routes in the Glenmore area to provide more direct service to this key destination. John Hindle was an important component of the Frequent Transit Network identified in the *Transit Future Plan*.

The two service options outlined here will be presented for public input in Fall 2017. The feedback received from the community and a request for budget approval will be brought back for Council’s consideration in conjunction with the 2018 Budget Review Process.

Timeline for Implementation	
Fall 2017	Public engagement on proposed expansion
	City budget review process
Spring 2018	Begin work to implement service
Fall 2018	Implementation and service monitoring



June 1, 2017

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

**Re: 3 Year Expansion Initiatives**

Dear Jerry,

As your transit system has service initiatives requiring expansion funding, we have attached a Memorandum of Understanding (MOU) to formalize the process of securing provincial funding on your behalf. This MOU summarizes specific initiatives for the subsequent three operating years of 2018-2019 through to 2020-2021. These initiatives are derived from recommendations outlined in the most recent service plan(s) received by your council/board and validated in collaboration with local government staff.

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

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

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

Upon confirmation of your council/board's commitment to the expansion initiatives, we will include your request in BC Transit's draft Service Plan to the Province to seek the matching funding required for operating and capital costs. If your proposed expansion requires additional vehicles in 2018-2019, a commitment from your council/board is required by mid-June to ensure sufficient time for BC Transit included your requirements in our procurement process. It is important to note

that in the event expansion requests exceed the available funding, a prioritization process is used known as the Transit Enhancement Process.

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

Yours truly,

A handwritten signature in blue ink, appearing to read 'Rob Williams', with a stylized, cursive script.

Rob Williams  
Senior Regional Transit Manager  
BC Transit

## Expansion Memorandum of Understanding

<b>Date</b>	June 1, 2017
<b>Expiry</b>	June 15, 2017
<b>System</b>	Kelowna Conventional

### Expansion Initiatives Agreement

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

PROPOSED EXPANSION INITIATIVES						
AOA Period	In Service Date	Annual Hours	Vehicle Requirements	Estimated Annual Revenue	Estimated Annual Total Costs	Estimated Annual Net Municipal Share
2018/19	Sept-18	5,000	2*	\$75,892	\$532,148	\$207,796
		Description	Based on the results of the Transit Future Action Plan, these resources will be used for the introduction of expanded service to UBCO via John Hindle Drive as the well as the realignment of existing services to Glenmore. In addition, new service will also be introduced to the Academy Way neighborhood and improve on-time performance with Core Transit services.			
2020/21	Sep-20	5,000	2	\$75,892	\$650,601	\$305,975
		Description	These resources will be used for the Rutland route realignment project that will be finalized as part of the Transit Future Action Plan process. On-time performance will also be improved on Core Transit services.			

\*The local share of lease fees for the 2 vehicles required for the 2018/19 expansion will be covered through Gas Tax funding, which is reflected in the estimated annual municipal share figures outlined above.

## Approval

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

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name: \_\_\_\_\_ Position: \_\_\_\_\_

On behalf of BC Transit, prepared by

Signature:  \_\_\_\_\_ Date: June 1, 2017

Name: Rob Williams Position: Senior Regional Transit Manager

## Route #13 – Quail Ridge Report

### #13 Quail Ridge Service Analysis and Recommendation – July 2017

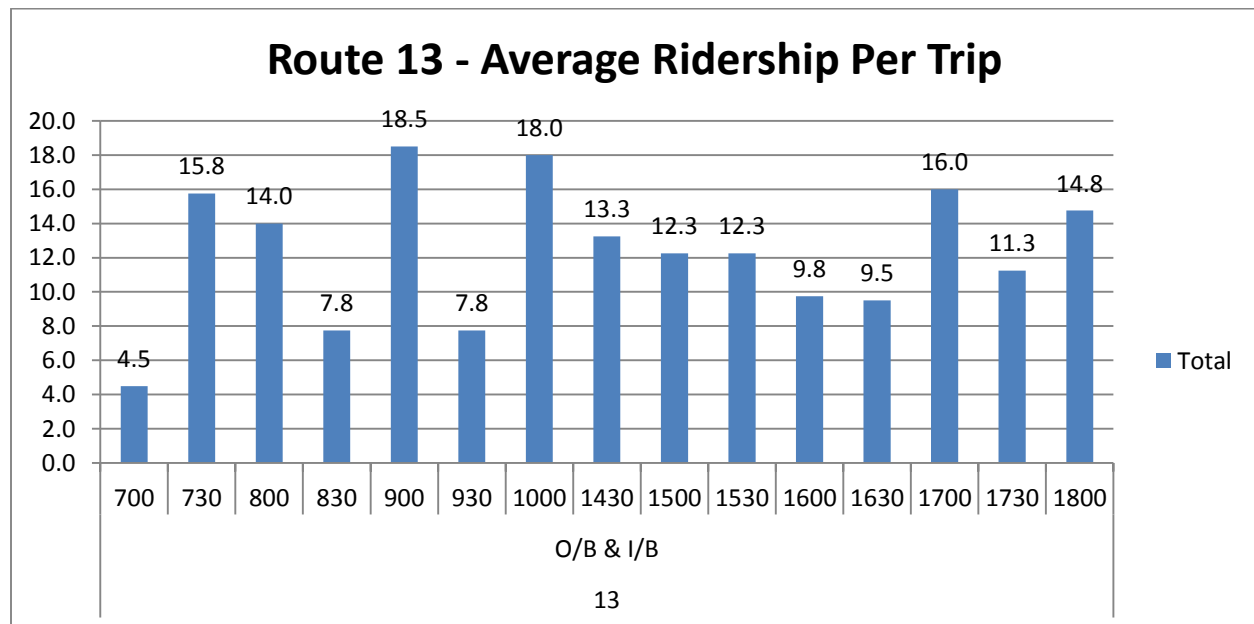
Route 13 Quail Ridge transit service, introduced in 2012, is presently performing well. The service operates from September-April providing peak weekday service between the Quail Ridge area and UBCO. The route is served by a smaller light duty bus given the tight suburban road network in the area.

The route provides two separate branches of service, one to Quail Run Drive primarily serving single family homes, and the other to Country Club Drive which is comprised of higher density residential buildings housing students during the regular school year.

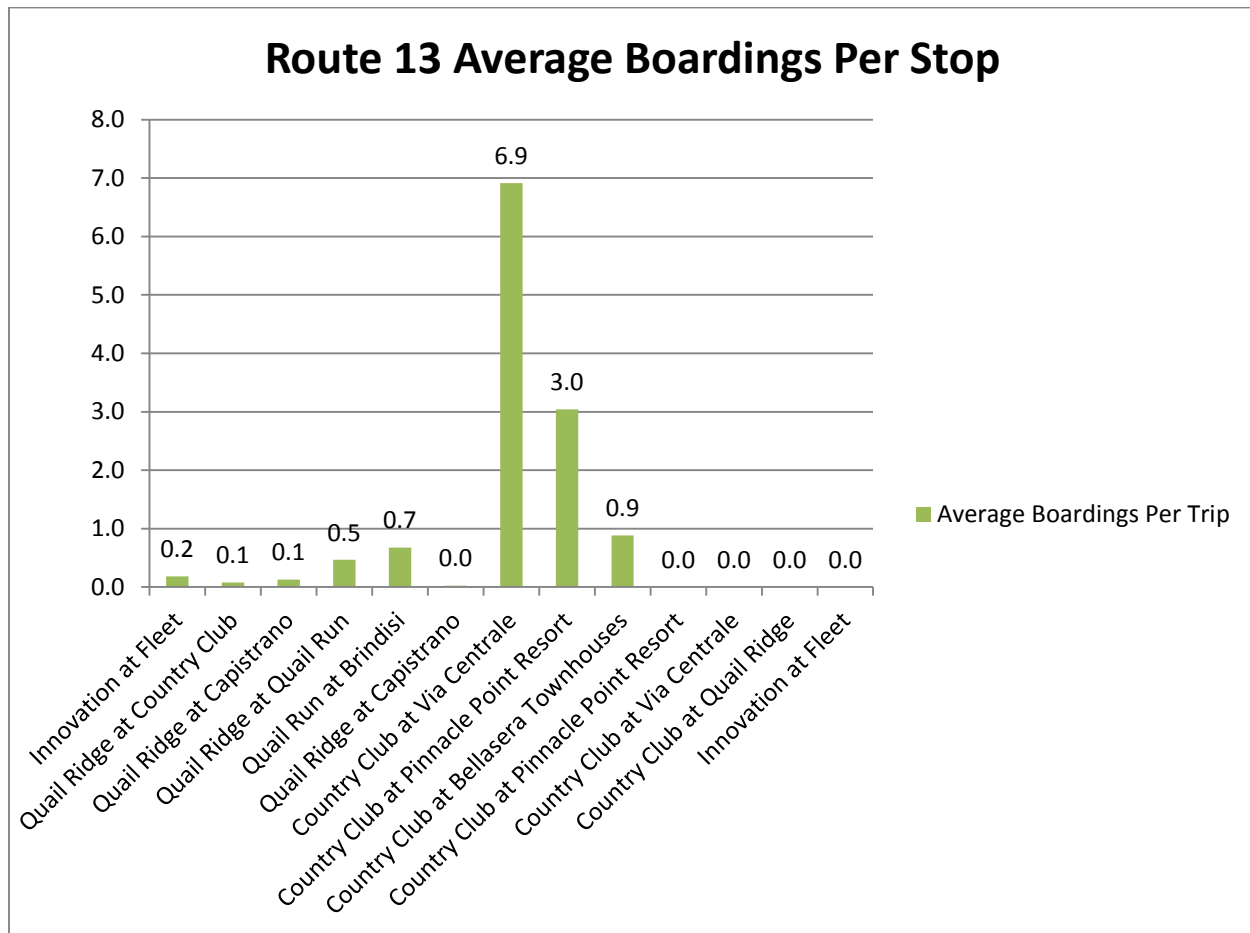
Over the past couple of years, ridership has steadily increased on the Route 13 which has resulted in heavy-loads, on-time performance issues and pass-ups<sup>1</sup>, particularly in the Country Club Drive area. To address these issues, three possible options were explored: 1) Expand service levels on the route; 2) Convert the existing vehicles to higher capacity vehicles; 3) Optimize sections of the route and re-invest saved resources to the higher performing sections.

Options 1 is not preferred due to the cost of acquiring an additional bus for a marginal increase in service level. Option 2 was tested and is not possible given the suburban road network design which doesn't support full size buses. The preferred option for improving efficiency on the Route 13 is to optimize lower performing sections of the route and reinvest to the higher performing sections.

In early 2017, detailed analysis of route ridership, and boarding per stop was done with the overall observation being that ridership in the Country Club Drive area represents the significant majority, whereas ridership in the Quail run area is minimal.



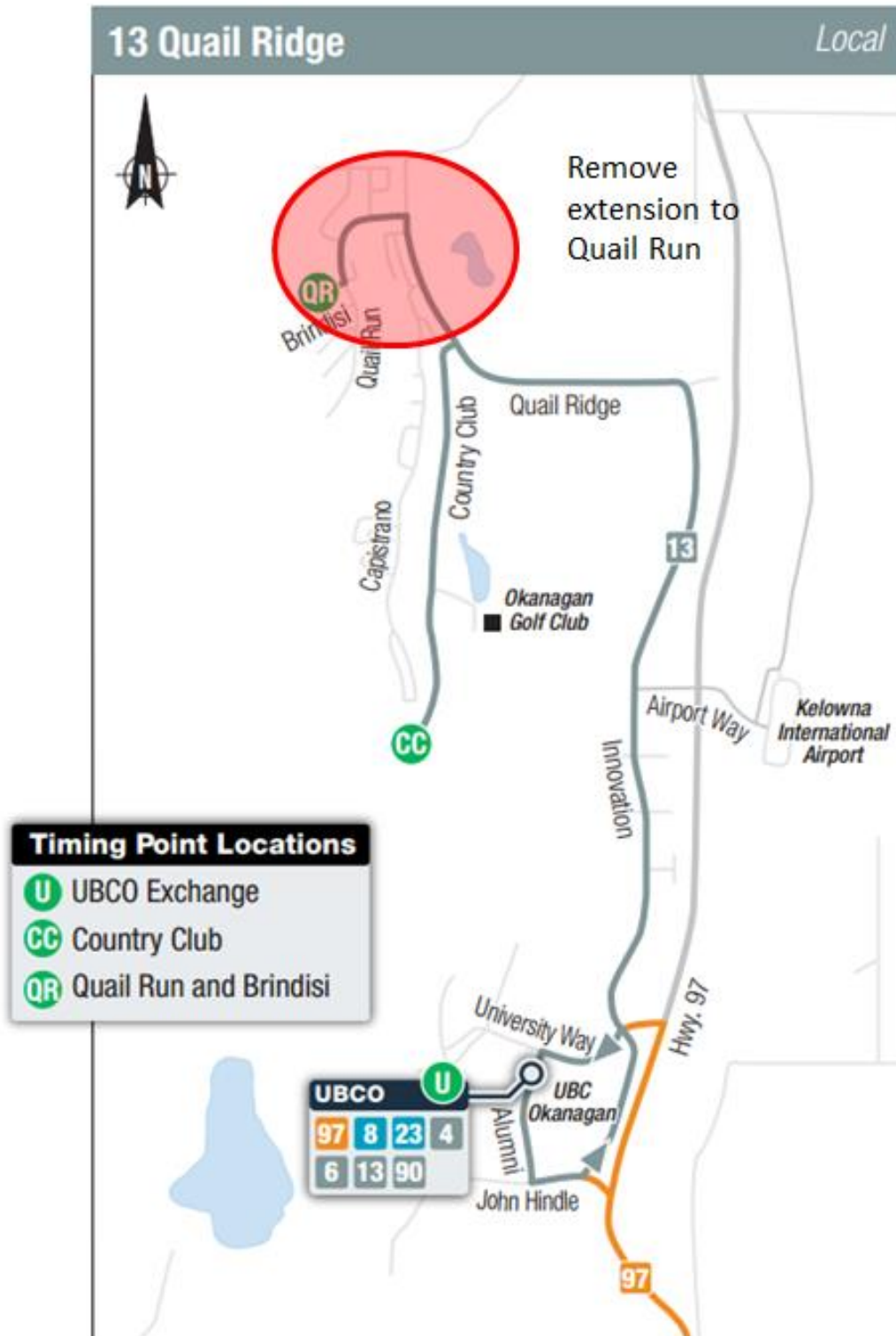
<sup>1</sup> A pass-up is when the bus arrives at a bus stop at a capacity and is incapable of safely alighting anymore people, therefore the bus passes the waiting customers who will have to wait for the next bus.



Given the exceptionally high ridership in the Country Club Drive area and the minimal ridership that takes place in the Quail Run area, it is recommended that the service extension to the Quail Run area be discontinued and the resources saved be reinvested to increase frequency between UBCO and the Country Club Drive area.

The benefits of this service change are to increase frequency on Route 13 (from 15 round trips to 20 round trips per day). This will assist in addressing the heavy loads and pass-ups as well as allowing for increased ridership growth in the future. The challenge with this service change is that the few customers who do use the service in the Quail Run area will have to find an alternative option to connect to UBCO. BC Transit in collaboration with the City of Kelowna and UBCO will undertake a marketing campaign to ensure these customers are aware of this change.

The service change will take effect September 3, 2017 and will be closely monitored to ensure customer impacts are minimal. In addition to this change, BC Transit and the City of Kelowna are exploring additional options in the area including Pier Mac Way and Academy Way as part of the Transit Future Action Plan process. This information will be available for consideration in late 2017.



## Attachment 4

### Kelowna Regional Transit System (Kelowna Routes Only)

#### 2017 Schedule Adjustments and Service Changes

Route	September 3, 2017 - Spring 2018
1 Lakeshore	<ul style="list-style-type: none"> <li>Reinstate weekday seasonally discontinued SB trip departing Queensway Exchange at approximately 18:23</li> <li>Reinstate weekday seasonally discontinued NB trip leaving OK College at approximately 11:27</li> <li>Reinstate weekday seasonally discontinued SB trip departing Queensway Exchange at 8:38</li> <li>On Saturdays, improve service in both directions to operate every 30 minutes between 18:00-20:00</li> </ul>
2 North End Shuttle	<ul style="list-style-type: none"> <li>Minor trip adjustments as a result of reinstatement of Route 7 seasonal service</li> </ul>
3 Dilworth	<ul style="list-style-type: none"> <li>Minor trip adjustments as a result of reinstatement of Route 7 seasonal service</li> </ul>
4 Pandosy/UBC Okanagan Express	<ul style="list-style-type: none"> <li>Reinstate service discontinued in April and June</li> <li>Revised routing to and from UBCO Exchange</li> </ul>
5 Gordon/Downtown	No change
6 Glenmore/UBC Okanagan Express	<ul style="list-style-type: none"> <li>Reinstate service discontinued in April</li> <li>Revised routing to and from UBCO Exchange</li> </ul>
7 Glenmore	<ul style="list-style-type: none"> <li>Reinstate weekday seasonally discontinued EB trip departing Queensway Exchange at approximately 14:35</li> <li>Reinstate weekday seasonally discontinued WB trip departing Orchard Park Exchange at approximately 9:04 and 14:23</li> <li>Seasonally improve service to every 15 minutes from every 20 minutes between 15:00-17:00</li> </ul>
8 University	<ul style="list-style-type: none"> <li>Reinstate weekday seasonally discontinued EB trip departing Orchard Park Exchange at 16:43</li> <li>Reinstate weekday seasonally discontinued WB trips departing UBCO at approximately 7:33, 16:07 and 17:15 and the WB trip departing Orchard Park Exchange at approximately 9:06</li> <li>11 Rutland: <ul style="list-style-type: none"> <li>Reinstate weekday seasonally discontinued WB trip departing Craig and McCurdy at approximately 8:50</li> </ul> </li> <li>Minor trip adjustments as a result of reinstatement of Route 7 seasonal service</li> <li>On Saturdays, improve service in both directions to operate every 30 minutes between 8:00-10:00 and 18:00-20:00</li> <li>Service will be rerouted via Acland Road and Edwards Road in both directions</li> <li>Revised routing to and from UBCO Exchange</li> </ul>
9 Shopper Shuttle	No change
10 North Rutland	No change
11 Rutland	No change
12 McCulloch	No change
13 Quail Ridge	<ul style="list-style-type: none"> <li>Reinstate service discontinued in April.</li> <li>As a result of low ridership, discontinue service extension to Quail Run and Brindisi. As result of shorter route length, increase frequency of service to every 20-25 minutes</li> <li>Introduce some expanded service during the midday shoulder</li> <li>Revised routing to and from UBCO Exchange</li> </ul>
14 Black Mountain	No change
15 Crawford	<ul style="list-style-type: none"> <li>Reinstate seasonally discontinued trips departing Mission Rec Exchange at approximately 9:00, 10:00 and 11:00</li> </ul>
16 Kettle Valley	No change
17 Southridge	<ul style="list-style-type: none"> <li>Minor trip adjustments as a result of reinstatement of Route 15 Crawford seasonal service</li> </ul>
23 Lake Country	<ul style="list-style-type: none"> <li>Reinstate weekday seasonally discontinued peak period service between 15:00-17:00 (trips removed in April included the 14:48, 15:21, 15:54 and 16:27)</li> <li>Revised routing to and from UBCO Exchange</li> </ul>
97 Okanagan	<p>97 Okanagan:</p> <ul style="list-style-type: none"> <li>Reinstate weekday seasonally discontinued peak period service operating between Downtown Kelowna and UBCO</li> <li>Reinstate Friday and Saturday late night service</li> <li>Will serve new RapidBus station at Sexsmith</li> <li>Revised routing to and from UBCO Exchange</li> </ul>

Version: May 24, 2017

# Report to Council



**Date:** July 10, 2017  
**File:** 0913-20-149  
**To:** City Manager  
**From:** J. Säufferer, Manager, Real Estate Services  
**Subject:** Road Closure and Sale – Portion of Tina Court adjacent to 482 Clifton Road N

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## **Recommendation:**

THAT Council receives, for information, the Report from the Manager, Real Estate Services dated July 10, 2017, recommending that Council adopt the proposed closure of a portion of Tina Court adjacent to 482 Clifton Road North;

AND THAT Bylaw No.11441, being the proposed closure of a portion of Tina Court adjacent to 482 Clifton Road North, be given reading consideration.

## **Purpose:**

To close a 787m<sup>2</sup> portion of Tina Court adjacent to 482 Clifton Road North.

## **Background:**

The road closure area consists primarily of the fill slope for the cul-de-sac, and staff consider the proposed consolidation to be a more efficient use of the road closure area. Existing and future City needs will be preserved via a no disturb covenant, a utility statutory right of way and a public access statutory right of way.

Given that all of the City's interests in the road closure area, as outlined above, will be preserved, retaining City ownership of this area is no longer necessary.

## **Legal/Statutory Authority:**

Section 26 and 40, Community Charter

## **Internal Circulation:**

Manager, Transportation & Mobility

Manager, Development Engineering  
Manager, Urban Planning

**Considerations not applicable to this report:**

Legal/Statutory Procedural Requirements:

Existing Policy:

Financial/Budgetary Considerations:

Personnel Implications:

External Agency/Public Comments:

Communications Comments:

Alternate Recommendation:

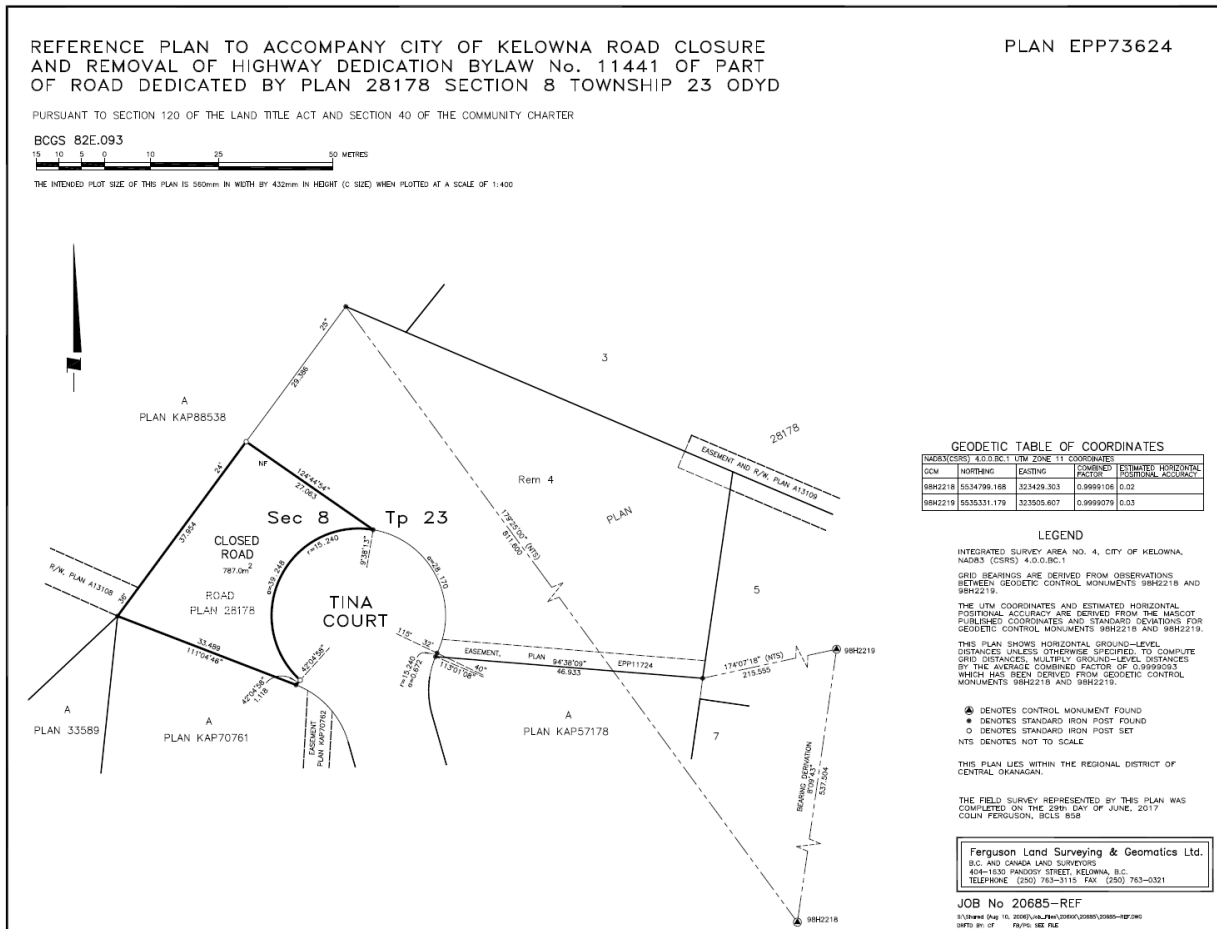
**Submitted by:** J. Säufferer, Manager, Real Estate Services

**Approved for inclusion:** D. Edstrom, Director, Real Estate

Attachments: 1. Schedule A – Survey Plan

cc: G. Foy, Manager, Transportation & Mobility  
J. Kay, Manager, Development Engineering  
T. Cashin, Manager, Suburban and Rural Planning

## Schedule A



# CITY OF KELOWNA

## BYLAW NO. 11441

### **Road Closure and Removal of Highway Dedication Bylaw** **(Portion of Clifton Road North)**

**A bylaw pursuant to Section 40 of the Community Charter to authorize the City to permanently close and remove the highway dedication of a portion of highway on Clifton Road North**

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

1. That portion of highway attached as Schedule "A" comprising Closed Road shown in bold black as 787.0m<sup>2</sup> on the Reference Plan prepared by Colin Ferguson, B.C.L.S., is hereby stopped up and closed to traffic and the highway dedication removed.
2. The Mayor and City Clerk of the City of Kelowna are hereby authorized to execute such conveyances, titles, survey plans, forms and other documents on behalf of the said City as may be necessary for the purposes aforesaid.

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

Adopted by the Municipal Council of the City of Kelowna this

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Mayor

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City Clerk

## Schedule "A"



# CITY OF KELOWNA

## BYLAW NO. 11362

### **Road Closure and Removal of Highway Dedication Bylaw** **(Portion of Sutherland Avenue)**

**A bylaw pursuant to Section 40 of the Community Charter to authorize the City to permanently close and remove the highway dedication of a portion of highway on Sutherland Avenue**

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

1. That portion of highway attached as Schedule "A" comprising 63.4m<sup>2</sup> shown in bold black as Closed Lane on the Reference Plan prepared by Colin Ferguson, B.C.L.S., is hereby stopped up and closed to traffic and the highway dedication removed.
2. The Mayor and City Clerk of the City of Kelowna are hereby authorized to execute such conveyances, titles, survey plans, forms and other documents on behalf of the said City as may be necessary for the purposes aforesaid.

Read a first, second and third time by the Municipal Council this 19<sup>th</sup> day of June, 2017.

Approved Pursuant to Section 41(3) of the Community Charter this 20<sup>th</sup> day of June, 2017.

Audrie Henry  
(Approving Officer-Ministry of Transportation)

Adopted by the Municipal Council of the City of Kelowna this

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Mayor

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City Clerk



