

**City of Kelowna
Regular Council Meeting
AGENDA**



Monday, July 24, 2017

9:00 am

Knox Mountain Meeting Room (#4A)

City Hall, 1435 Water Street

Pages

1. **Call to Order**
2. **Confirmation of Minutes** 3 - 5
AM Meeting - July 10, 2017
3. **Reports**
 - 3.1 **Sign Bylaw Workshop 2 (TA15-0013)** 45 m 6 - 29
To review changes to the draft Sign Bylaw.
 - 3.2 **City Clerk, re: Upcoming Public Hearing/Regular Meeting Items and Potential Date for a Chauffeur Permit Appeal Hearing** 5 m
4. **Resolution Closing the Meeting to the Public**

THAT this meeting be closed to the public pursuant to Section 90(1) (a), (e) and (k) and 90(2) (b) of the *Community Charter* for Council to deal with matters relating to the following:

 - Position Appointment;
 - Acquisition, Disposition or Expropriation of land or improvements;
 - Provision of a municipal service; and
 - Negotiations with the Provincial Government.
5. **Adjourn to Closed Session**
6. **Reconvene to Open Session**
7. **Issues Arising from Correspondence & Community Concerns**
 - 7.1 **Mayor Basran, re: Issues Arising from Correspondence** 30 m

8. Termination



City of Kelowna
Regular Council Meeting
Minutes

Date: Monday, July 10, 2017
 Location: Knox Mountain Meeting Room (#4A)
 City Hall, 1435 Water Street

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

Staff Present: City Manager, Ron Mattiussi; City Clerk, Stephen Fleming; and FOI-Legislative Coordinator, Sandi Horning

(* denotes partial attendance)

1. Call to Order

Mayor Basran called the meeting to order at 9:04 a.m.

2. Confirmation of Minutes

Moved By Councillor Hodge/Seconded By Councillor Gray

R543/17/07/10 THAT the Minutes of the 'open session' of the AM Meeting of June 26, 2017 be confirmed as circulated

Carried

3. Reports

3.1 Meeting with WFN – Tentative Dates

City Clerk:

- Advised that Westbank First Nation would like to have a Council-to-Council meeting.

Council:

- Schedule the meeting for one of the Mondays in September.

4. Resolution Closing the Meeting to the Public

Moved By Councillor Stack/Seconded By Councillor Donn

R544/17/07/10 THAT this meeting be closed to the public pursuant to Section 90(1) (e) and (g) and 90(2) (b) of the *Community Charter* for Council to deal with matters relating to the following:

- Acquisition, Disposition or Expropriation of Land or Improvements;
- Potential Litigation; and
- Negotiations with the Provincial Government.

Carried

5. Adjourn to Closed Session

The meeting adjourned to a closed session at 9:06 a.m.

6. Reconvene to Open Session

The meeting reconvened to an open session at 12:15 p.m. with Councillor Given in attendance and Councillor Singh absent.

7. Issues Arising from Correspondence & Community Concerns

7.1 Councillor Hodge, re: Arion Therapeutic Farm Correspondence

Councillor Hodge:

- Noted the correspondence received from Arion Therapeutic Farm with respect to a permissive tax exemption.

Mayor Basran:

- Advised that he has already responded to their request.

7.2 Councillor Hodge, re: Future Development in Kelowna

Councillor Hodge:

- Would like to have a philosophical discussion with Council on what the maximum buildout for the City might be.

8. Termination

The meeting was declared terminated at 12:18 p.m.

Mayor



City Clerk

/slh

DRAFT

Report to Council



Date: July 24, 2017
File: 1250-04
To: City Manager
From: Lindsey Ganczar, Community Planning Supervisor
Subject: Sign Bylaw Workshop 2 (TA15-0013)

Recommendation:

THAT Council receives, for information, the Report from the Community Planning Supervisor dated July 24, 2017 with respect to Sign Bylaw Workshop 2 report.

AND THAT Council directs Staff to bring the new Sign Bylaw to an afternoon City Council meeting for consideration.

Purpose:

To review changes to the draft Sign Bylaw.

Background:

During the previous Sign Bylaw workshop, Council requested that Staff review regulations in the Bylaw regarding temporary signs, portable signs, real estate signs, and other small scale non-permanent signs that contribute to general sign clutter in the community. The attached Schedule 'A' summarizes those changes. The following sign types are affected:

Marketing Signs

This is a proposed new sign type for the Bylaw. The definition captures those temporary signs that are located on building facades, typically used to advertise new businesses or building tenants. The majority of these types are signs are eventually replaced with permanent fascia signs.

Real Estate – Residential and Real Estate – Commercial Signs

Staff is proposing to create two types of real estate signs in the Bylaw to help differentiate between the small, standard signs used on residential properties and the large-scale signs used in (primarily) commercial and industrial zones.

Display time for residential type signs is limited to six months and must be replaced due to wear. Commercial type signs must be relocated on site every 90 days and must also be replaced every six months due to wear. They also require a sign permit to allow Staff to track them. This includes a simple, inexpensive permit application and a site plan that shows the locations of the sign (initial location and future relocations) on the parcel.

Sandwich Board Signs and Menu Boxes

Sandwich board signs are permitted on private property, and on Bernard Street sidewalks akin to the *Bernard Street Sidewalk Program*. Bernard Street has been designed with wider sidewalks that allow signage at grade without impeding pedestrian traffic.

Staff is also proposing to increase the maximum size of sandwich board signs and menu boxes from 0.6 m² to 0.7 m² to align with the *Bernard Street Sidewalk Program*. Staff believes that the regulation should be the same in both policy documents.

Portable Signs

At the request of Council, portable signs are proposed to be limited to government information purposes only (municipal, provincial, and federal).

Agricultural Product Sign

Due to the suggested regulation changes to portable signs, Staff is proposing to allow agricultural product signs in free-standing form. Free-standing signs would be limited to 1.0 m² or 3.0 m² in the agriculture zones, depending on the area of the parcel.

Wall Signs

Regulations have to be added to wall signs. Staff proposes treating them similar to fascia signs as they serve a similar purpose.

Existing Policy:

Sign Bylaw No. 8235

Considerations not applicable to this report: N/A

Internal Circulation:

Legal/Statutory Authority:

Legal/Statutory Procedural Requirements:

Financial/Budgetary Considerations:

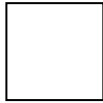
Personnel Implications:

External Agency/Public Comments:
Communications Comments:
Alternate Recommendation:

Submitted by:

L. Ganczar, Community Planning Supervisor

Approved for inclusion:



Ryan Smith, Community Planning Manager

Attachments:
Schedule 'A' - Draft Sign Bylaw (July 2017 Updates)

SCHEDULE 'A' – Draft Sign Bylaw (July 2017 Updates)
TA15-0013

Draft Sign Bylaw				
No.	Section	Existing Text	Proposed Text	Rationale
1	Section 3 – SIGNS NOT REQUIRING A PERMIT	<p>3.1 Agricultural Product Sign</p> <p>3.1.2 Regulations (a) Shall be a portable or sandwich board sign;</p>	<p>3.1 Agricultural Product Sign</p> <p>3.1.2 Regulations (a) Shall be a free-standing or sandwich board sign;</p>	Updated due to proposed regulation changes for portable signs.
2	Section 3 – SIGNS NOT REQUIRING A PERMIT	None.	<p>3.7 Marketing Sign</p> <p>3.7.1 'Marketing Sign' means any temporary sign that promotes the future tenant of the existing building on which the sign is erected.</p> <p>3.7.2 Regulations: (a) Shall be a Fascia Sign; and (b) Copy shall be limited to the future tenant's name and logo, and a description of the future activity in the building. (c) The display of signs shall be limited to 90 days.</p> <p>3.7.3 Unless otherwise stated in Sections 5 through 12, the maximum sign area is 4.0 m².</p>	New sign definition.
3	Section 3 – SIGNS NOT REQUIRING A PERMIT	<p>3.9 Project Sign</p> <p>3.9.1 'Project Sign' means a sign erected on a development, subdivision or site, or on the road leading to a sales centre for a development, subdivision or construction site, that names and describes the project and provides marketing information relating to the project, which may include project name, logo, contact information and/or office hours. This sign may also list the names of the consultants involved on the development team.</p>	<p>3.9 Project Sign</p> <p>3.9.1 'Project Sign' means a sign erected on a development, subdivision or construction site, or on the same parcel as a residential sales centre for a development, subdivision or construction site, that names and describes the project and provides marketing information relating to the project, which may include project name, logo, contact information and/or office hours. This sign may also list the names of the consultants involved on the development team.</p>	Clarifying language.

Draft Sign Bylaw

No.	Section	Existing Text	Proposed Text	Rationale
4	Section 3 – SIGNS NOT REQUIRING A PERMIT	None.	<p>3.10 Real Estate Sign – Residential</p> <p>3.10.1 'Real Estate Sign – Residential' means a temporary sign for the purpose of advertising that the residential property on which it is located is for sale, lease or rent and may include the name of the agent, contact, or owner offering the property.</p> <p>3.10.2 Regulations:</p> <p>(a) Shall only be displayed during the required advertising period and shall be removed within 30 days of contract completion.</p> <p>(b) Where a residential property is being advertised for sale, lease or rent for more than six (6) months, all Real Estate Signs – Residential on the property must be replaced semi-annually.</p> <p>3.10.3 Unless otherwise stated in Sections 5 through 12, the maximum sign area is 1.5 m².</p>	New sign definition.
5	Section 3 – SIGNS NOT REQUIRING A PERMIT	<p>3.11 Sandwich Board Sign</p> <p>3.11.3 Unless otherwise stated in Sections 5 through 12, the maximum sign area is 0.6 m².</p>	<p>3.11 Sandwich Board Sign</p> <p>3.11.3 Unless otherwise stated in Sections 5 through 12, the maximum sign area is 0.7 m².</p>	Update sign area to match the <i>Bernard Street Sidewalk Program</i> .
6	Section 4 – SIGNS REQUIRING A PERMIT	<p>4.8 Menu Box</p> <p>4.8.3 Unless otherwise stated in Sections 5 through 12, the maximum dimensions of the sign are:</p> <p>(a) Sign Area:</p> <p>a. The maximum sign area is 0.6 m².</p>	<p>4.8 Menu Box</p> <p>4.8.3 Unless otherwise stated in Sections 5 through 12, the maximum dimensions of the sign are:</p> <p>(a) Sign Area:</p> <p>a. The maximum sign area is 0.7 m².</p>	Update sign area to match the <i>Bernard Street Sidewalk Program</i> .
7	Section 4 – SIGNS REQUIRING A PERMIT	None.	<p>4.9 Portable Sign</p> <p>4.9.1 'Portable Sign' means a sign mounted on a frame, stand or other similar structure that can be easily moved and that uses manual changeable copy.</p> <p>4.9.2 Regulations:</p>	New sign definition to limit portable signs to government properties only.

Draft Sign Bylaw

No.	Section	Existing Text	Proposed Text	Rationale
			<p>(a) Shall only be located on parcels owned by the municipal, provincial or federal government.</p> <p>(b) Shall be placed on a lot so that it does not obscure the line of vision from a street, access road or sidewalk to incoming traffic. The line of vision shall be measured a distance of 8.0 m back along both abutting and intersecting streets along the abutting property lines of the lot from the point of intersection of the streets. In the case of the access road the 8.0 m shall be measured back along the edge of the access road from the point of intersection of street;</p> <p>(c) Shall not be placed at any specific location on a property for more than 30 days in a calendar year;</p> <p>(d) Shall not be placed on a property for more than 90 days in a calendar year.</p>	
8	Section 4 – SIGNS REQUIRING A PERMIT	None.	<p>4.11 Real Estate Sign – Commercial</p> <p>4.11.1 'Real Estate Sign – Commercial' means a sign indicating that the commercial, industrial, public or institutional property or building on which it is located is for sale, lease or rent along with the name of the agent, contact, or owner offering the property or building.</p> <p>4.11.2 Regulations:</p> <p>(a) Are not permitted in residential zones.</p> <p>(b) Shall only be displayed during the required advertising period and shall be removed within 30 days of contract completion.</p> <p>(c) Signs must be relocated to another location of the property every ninety (90) days.</p> <p>(d) Where a property is being advertised for sale or lease for more than six (6) months, all Real Estate Signs – Commercial on the property must be replaced semi-annually.</p> <p>(e) Where a building or unit is being</p>	New sign definition.

Draft Sign Bylaw

No.	Section	Existing Text	Proposed Text	Rationale
			<p>advertised for lease or rent, the Real Estate Sign – Commercial must be placed on the building where the space is being leased or rented.</p> <p>4.11.3 Unless otherwise stated in Sections 5 through 12, the maximum sign area is 1.5 m².</p>	
9	<p>Section 4 – SIGNS REQUIRING A PERMIT</p>	<p>4.13 Wall Sign</p> <p>4.13.1 'Wall Sign' means a sign attached to any wall other than the supporting exterior wall of a principal building or structure on a property, including retaining walls, free-standing walls or walls enclosing the perimeter of a property.</p>	<p>4.13 Wall Sign</p> <p>4.13.1 'Wall Sign' means a sign attached to any wall other than the supporting exterior wall of a principal building or structure on a property, including retaining walls, free-standing walls or walls enclosing the perimeter of a property.</p> <p>4.13.2 Regulations: (a) Shall not project above roof line; and (b) May be located more than 1.0 m above the second storey provided that the sign consists of only a logo, the name of a building, street address, or particular tenant</p> <p>4.13.3 Unless otherwise stated in Sections 5 through 12, the maximum sign area is 1.0 m² per lineal metre of building frontage to a maximum of 20% of the wall surface to which it is attached.</p>	<p>Adding additional regulations to the Wall Sign use (similar to Fascia Sign).</p>
10	<p>Sections 5 through 12 – Zone Regulations</p>			<p>No regulation changes. Simply correcting the text and lists to ensure consistency with the rest of the Bylaw, and within the regulations of each zone.</p>



TA15-0013 Sign Bylaw Workshop 2



Purpose

- ▶ To review changes to the draft Sign Bylaw.

File Progress

September 2015

Project commenced

Staff research, public consultation,
Bylaw drafted

April 2017

1st Council workshop, draft Bylaw amended

July 24, 2017

2nd Council workshop

Initial Consideration
(1st Reading)

Public Hearing
2nd and 3rd Reading

Final Reading

Council
Approvals
(dates TBD)

Background

- ▶ Council workshop held in April 2017 to review draft Sign Bylaw.
- ▶ Council directed Staff to further address temporary signs that add clutter to the City.
- ▶ Draft Sign Bylaw has been amended to address this concern.

Marketing Signs



Marketing Signs

- ▶ New sign definition.
- ▶ Display time limited to 90 days.

Real Estate – Residential Signs



Real Estate – Residential Signs

- ▶ New sign definition.
- ▶ Differentiate between Residential and Commercial real estate signs in the Bylaw.

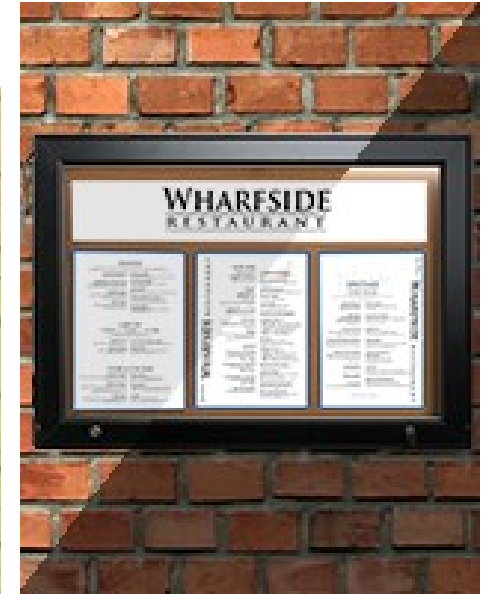
Real Estate – Commercial Signs



Real Estate – Commercial Signs

- ▶ New sign definition.
- ▶ Requires a sign permit.
- ▶ Must be relocated on property every 90 days.
- ▶ Must be replaced semi-annually due to wear & tear.

Sandwich Board Signs & Menu Boxes



Sandwich Board Signs & Menu Boxes

- ▶ Sandwich Board signs are only allowed on private property and on sidewalks along Bernard Street (akin to the *Bernard Street Sidewalk Program*).
- ▶ Small size increase to both sign types to align with the *Bernard Street Sidewalk Program*.
 - ▶ From $0.6 \text{ m}^2 \rightarrow 0.7 \text{ m}^2$.

Portable Signs

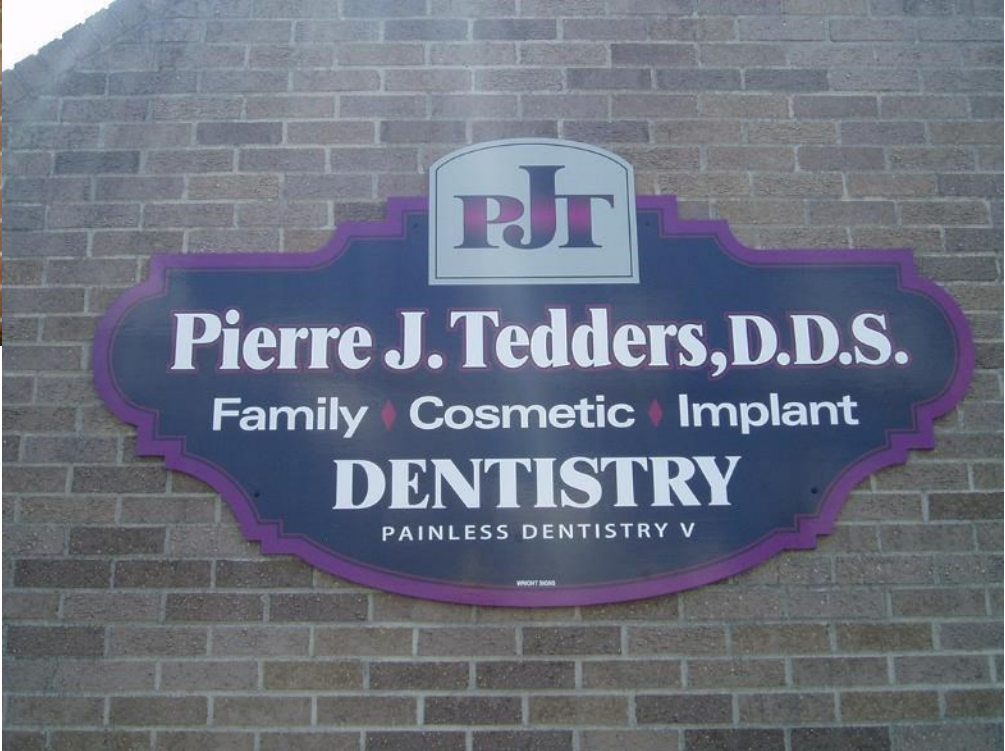


City of Kelowna

Portable Signs

- ▶ Portable signs limited to government informational purposes only.
- ▶ Require sign permit.

Wall Signs



Wall Signs

- ▶ Regulations for wall signs added to draft Bylaw.
- ▶ Similar to fascia sign rules.



Discussion