

City of Kelowna

Regular Council Meeting

AGENDA



Monday, January 11, 2016
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 feed is being broadcast and recorded by CastaNet and a delayed broadcast is shown on Shaw Cable.

2. Confirmation of Minutes

3 - 17

PM Meeting - December 14, 2015
2016 Budget Deliberations - December 17, 2015

3. Development Application Reports & Related Bylaws

3.1 2075 KLO Road, Z15-0045 & TA15-0010 - Eva Linttell

18 - 67

Mayor to invite the Applicant, or Applicant's Representative, to come forward.
To consider a Staff recommendation to NOT rezone the subject property to facilitate agri-tourist accommodations on the subject property and to consider a Staff recommendation to NOT amend the Zoning Bylaw to increase agri-tourist accommodation from the allowable five to a maximum of ten units.

3.2 260 Davie Road, Z15-0047 - Urban Cottage Homes Ltd.

68 - 77

To waive the requirement for a Development Permit for Rezoning Bylaw No. 11164, and to forward the Bylaw for adoption.

3.3 260 Davie Road, BL11164 (Z15-0047) - Urban Cottage Homes Ltd.

78 - 78

To adopt Bylaw No. 11164 in order to rezone the subject property to facilitate the development of a second dwelling.

3.4 2755 McCurdy Road, OCP11-0011, Z11-0069 & TA11-0010, Extension Request - Prodev GP Ltd. et al

79 - 84

To extend the deadline for adoption of Official Community Plan Bylaw No. 10875 and Rezoning Bylaw No. 10877 to July 29, 2016.

4. Non-Development Reports & Related Bylaws

4.1 Grants to Address the Sexual Exploitation of Youth

85 - 115

To seek Council approval to merge the Grants to Address the Sexual Exploitation of Youth with the Community Social Development Grants and provide Council with information regarding a review planned of the Policies which govern the social grant program.

5. Bylaws for First Three Readings (Non-Development Related)

5.1 BL11177 - Amendment No. 14 to Bylaw Notice Enforcement Bylaw No. 10475

116 - 117

To give Bylaw No. 11177 first, second and third readings in order to amend the City's Bylaw Notice Enforcement Bylaw.

6. Mayor and Councillor Items

7. Termination



City of Kelowna

Regular Council Meeting

Minutes

Date: Monday, December 14, 2015
 Location: Council Chamber
 City Hall, 1435 Water Street

Members Present Mayor Colin Basran, 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; Community Planning Department Manager, Ryan Smith*; Urban Planner, Adam Cseke*; Financial Services Director, Genelle Davidson*; Infrastructure Planning Department Manager, Joel Shaw*; Bylaw Services Manager, Greg Wise*; Community Engagement Consultant, Kari O'Rourke*; Divisional Director, Communications & Information Services, Carla Weaden*; Council Recording Secretary, 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 feed is being broadcast and recorded by CastaNet and a delayed broadcast is shown on Shaw Cable.

2. Confirmation of Minutes

Moved By Councillor Hodge/Seconded By Councillor Singh

R962/15/12/14 THAT the Minutes of the Regular Meetings of December 7, 2015 be confirmed as circulated.

Carried

3. Development Application Reports & Related Bylaws

3.1 988 Frost Road, Z15-0051 - 0954654 BC Ltd.

Staff:

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

Moved By Councillor Hodge/Seconded By Councillor Singh

R963/15/12/14 THAT Rezoning Application No. Z15-0051 to amend the City of Kelowna Zoning Bylaw No. 8000 by changing the zoning classification of Lot 1, District Lot 579, Similkameen Division Yale District, Plan EPP29197 located at 988 Frost Road, Kelowna, BC from the C3 - Community Commercial zone to the C3rls - Community Commercial (Retail Liquor Sales) zone be considered by Council;

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

Carried

3.2 988 Frost Road, BL11176 (Z15-0051) - 0954654 BC Ltd.

Moved By Councillor Hodge/Seconded By Councillor Donn

R964/15/12/14 THAT Bylaw No. 11176 be read a first time.

Carried

3.3 200 Potterton Road, OCP15-0018 and Z15-0057 - Roth Enterprises Ltd.

Staff:

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

Moved By Councillor Singh/Seconded By Councillor Hodge

R965/15/12/14 THAT Official Community Plan Map Amendment Application No. OCP15-0018 to amend Map 4.1 in the Kelowna 2030 - Official Community Plan Bylaw No. 10500 by changing the Future Land Use designation of Lot A, Section 2, Township 20, ODYD Plan KAP59703 located at 200 Potterton Road, Kelowna, BC from the EDINST designation to the IND - Industrial 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 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 Rezoning Application No. Z15-0057 to amend the City of Kelowna Zoning Bylaw No. 8000 by changing the zoning classification of Lot A, Section 2, Township 20, ODYD Plan KAP59703, located at 200 Potterton Road, Kelowna, BC from the P1 - Major Institutional zone to the I2 - General Industrial zone be considered by Council;

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

Carried

3.4 200 Potterton Road, BL11178 (OCP15-0018) - Roth Enterprises Ltd.

Moved By Councillor Given/Seconded By Councillor Hodge

R966/15/12/14 THAT Bylaw No. 11178 be read a first time;

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

Carried

3.5 200 Potterton Road, BL11179 (Z15-0057) - Roth Enterprises Ltd.

Moved By Councillor Given/Seconded By Councillor Gray

R967/15/12/14 THAT Bylaw No. 11179 be read a first time.

Carried

3.6 653 Harvey Avenue, 1770 & 1800 Richter Street, 1755 Chapman Place, DP15-0287 - Mission Group

Staff:

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

Moved By Councillor Sieben/Seconded By Councillor Donn

R968/15/12/14 THAT Council authorizes the issuance of Development Permit No. DP15-0287 for properties located at 653 Harvey Ave (Lot 1, Plan 92715), 1170 Richter St (Lot 4, Plan 92715), 1800 Richter St (Lot A, Plan EPP18764) and 1755 Chapman Pl. (Lot 3, Plan 92715) Kelowna, BC subject to the following:

1. That the general form and character of the site landscaping, hardscaping, furnishing, plantings and other features be in general accordance with the specifications in "Schedule A";

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

Carried

3.7 1770 Richter Street, DP15-0172 - Mission Group Homes

Staff:

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

Moved By Councillor Stack/Seconded By Councillor DeHart

R969/15/12/14 THAT Council authorizes the issuance of Development Permit No. DP15-0172 for Lot 4, Plan 92715 located at 1770 Richter Street, 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 Council's consideration of this Development Permit 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 December 14, 2015;

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.

Carried

3.8 2741 Highway 97 N, DP15-0240 - Ronald Hoffart

Staff:

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

Moved By Councillor Sieben/Seconded By Councillor Gray

R970/15/12/14 THAT Council authorizes the issuance of Development Permit No. DP15-0240 for Lot A, District Lot 124, ODYD, Plan 38380, located at 2741 Highway 97 N, 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.

Carried

3.9 1102 Cameron Avenue & 1091 Guisachan Road, DP15-0248 - Victor Projects Ltd.

Councillor Stack declared a conflict of interest as his residence is across the street from the Cameron Avenue proposal and departed the meeting at 2:14 p.m.

Staff:

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

Moved By Councillor Donn/Seconded By Councillor Given

R971/15/12/14 THAT Council invite the Applicant to respond to questions from Council.

Carried

Garry Tomporowski, Architect

- Confirmed that up to 20% of the development would be available for 3 bedroom units.

Moved By Councillor Donn/Seconded By Councillor Hodge

R972/15/12/14 THAT Council authorizes the issuance of Development Permit No. DP15-0248 for Lots 18 and 19, District Lot 136, ODYD, Plan 38928 located at 1102 Cameron Ave and 1091 Guisachan 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 Council's consideration of this Development Permit 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 (insert date);

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.

Carried

Councillor Stack returned to the meeting at 2:33 p.m.

3.10 4624 Lakeshore Road, DP15-0249 - Simple Pursuits Ltd.

Staff:

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

Moved By Councillor Donn/Seconded By Councillor Singh

R973/15/12/14 THAT Council authorizes the issuance of Development Permit No. DP15-0249 for Lot B, Section 25, Township 28, SDYD, Plan 25458, located on 4624 Lakeshore Rd, Kelowna, BC subject to the following:

1. The dimensions and siting of the building to be constructed on the land be in general accordance with Schedule "A";
2. The exterior design and finish of the building to be constructed on the land be in general accordance with Schedule "B";
3. Landscaping to be provided on the land be in general accordance with Schedule "C";
4. Prior to issuance of the Building Permit, the outstanding conditions identified in Attachment "A" associated with the report from the Community Planning Department dated November 6th 2015
5. That the applicant be required to post with the City, a Landscape Performance Security deposit in the form of a "Letter of Credit" in the amount of 125% of the estimated value of the landscaping, as determined by a professional landscaper;

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

Carried

4. Bylaws for Adoption (Development Related)

4.1 605 Wallace Road, BL11079 (Z15-0003) - Robert Volk & Gwen Miller

Moved By Councillor Singh/Seconded By Councillor Sieben

R974/15/12/14 THAT Bylaw No. 11079 be adopted.

Carried

5. Non-Development Reports & Related Bylaws

5.1 2016 Financial Plan

Staff:

- Displayed a PowerPoint Presentation outlining the 2016 Financial Plan and responded to questions from Council.

Moved By Councillor Hodge/Seconded By Councillor DeHart

R975/15/12/14 THAT Council receives, for information, the presentation from the Financial Services Director and the Infrastructure Planning Department Manager dated December 9, 2015 with respect to the 2016 Financial Plan.

Carried

5.2 Engage Policy and Program

Staff:

- Displayed a PowerPoint Presentation outlining the Engage Policy and Program.
- Confirmed that staff will be evaluating "It's Your Neighbourhood" notification process in 2016 and will report back to Council.
- Responded to questions from Council.

Moved By Councillor Stack/Seconded By Councillor Sieben

R976/15/12/14 THAT Council receives, for information, the report from the Community Engagement Consultant dated December 7, with respect to the City's Engage Policy and Program.

Carried

5.3 Southern Interior Bylaw Adjudication Report to Council 2015

Staff:

- Provided an update and brief history of the creation on the Bylaw Adjudication System and responded to questions from Council.

Moved By Councillor Singh/Seconded By Councillor Gray

R977/15/12/14 THAT Council receives, for information, the Report of the Bylaw Services Manager dated December 14, 2015 with respect to the Bylaw Adjudication System Update;

AND THAT Bylaw No. 11177, being Amendment No. 14 to Bylaw Notice Enforcement Bylaw No. 10475 be forwarded for reading consideration;

AND THAT Council approves the renewal of the Southern Interior Bylaw Notice Dispute Registry Agreement including the addition of the City of Enderby as a partner;

AND FURTHER THAT the Mayor and City Clerk be authorized to execute the renewal of the Southern Interior Bylaw Notice Dispute Registry Agreement.

Carried

6. Resolutions - Nil.

7. Bylaws for Adoption (Non-Development Related)

7.1 1091 Guisachan Road, BL11174 - Road Closure Bylaw

Mayor invited anyone in the public gallery who deems themselves affected by the proposed road closure to come forward.

No one came forward.

Moved By Councillor Singh/Seconded By Councillor Sieben

R978/15/12/14 THAT Bylaw No. 11174 be adopted.

Carried

7.2 BL11173 - Amendment No. 6 to Water Regulation Bylaw No. 10480

Moved By Councillor Singh/Seconded By Councillor Sieben

R979/15/12/14 THAT Bylaw No. 11173 be adopted.

Carried

8. Mayor and Councillor Items

Councillor DeHart:

- Spoke to her attendance, on behalf of Mayor and Council, at the 85th Anniversary of the Catholic Women's League Immaculate Conception Council.

Councillor Sieben:

- Acknowledged Ballet Kelowna's dedication during recent performances.

Councillor Given:

- Spoke to her attendance at the Tourism Kelowna Annual General Meeting and congratulated the incoming Executives.

Mayor Basran:

- Wished all residents Happy Holidays and Merry Christmas.

9. Termination

This meeting was declared terminated at 4:12 p.m.

Mayor

/acm



City Clerk

DRAFT



City of Kelowna Regular Council Meeting Minutes

Date: Thursday, December 17, 2015
Location: Council Chamber
City Hall, 1435 Water Street

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

Staff Present: City Manager, Ron Mattiussi; City Clerk, Stephen Fleming; Financial Services Director, Genelle Davidson; Financial Planning Manager, George King; Deputy City Manager, Paul Macklem; Divisional Director, Corporate & Protective Services, Rob Mayne; the Divisional Directors*, Directors*, Department Managers*, Managers* and Supervisors* of the Strategic Services Division, Community Planning & Real Estate Division, Infrastructure Division, Civic Operations Division, Active Living & Culture Division, Corporate & Protective Services Division, Communications & Information Services Division, Human Resources & Corporate Division; and Financial Analyst, Melanie Antunes

(* denotes partial attendance)

1. Call to Order

Mayor Basran called the meeting to order at 9:03 a.m.

2. Budget Discussion Schedule

2.1 Director, Financial Services - Opening Comments

The Financial Services Director provided opening remarks.

2.2 Strategic Services (Operating Program)

City Manager:

- Confirmed that the Kelowna Fire Department's Strategic Plan will be coming to Council in 2016.

There were no amendments to the Fire Department Operating or Capital Program budget as presented.

There were no amendments to the Airport Operating or Capital Program budget as presented.

2.3 Real Estate (Capital Program)

There were no amendments to the Real Estate Capital Program budget as presented.

2.4 Building Capital (Capital Program)

Council:

- Discussed the Rutland Arena - Dehumidifier Replacement P3 after page N11.

2.5 Parks Capital (Capital Program)

There were no amendments to the Parks Capital Program budget as presented.

2.6 Transportation Capital (Capital Program)

Council:

- Discussed current and 2016 traffic calming initiatives as part of their review of the P2 Traffic Calming request on page P14.

There were no amendments to the Transportation Capital Program budget as presented.

The meeting recessed at 10:54 a.m. The meeting reconvened at 11:05 a.m.

2.4 Building Capital (Capital Program) (con't)

Financial Planning Manager:

- Brought to the attention of Council a minor amendment to the Rutland Arena - Dehumidifier Replacement on page N11, which was considered by Council earlier in the meeting.

Moved By Councillor Hodge/Seconded By Councillor Singh

B001/15/12/17 THAT the Rutland Arena - Dehumidifier Replacement Late item following page N11 be changed from P3 to P1, eliminating the item from budget and reducing taxation by \$55,300.

Carried

2.7 Solid Waste Capital (Capital Program)

There were no amendments to the Solid Waste Capital Program budget as presented.

2.8 Storm Drainage Capital (Capital Program)

Moved By Councillor Hodge/Seconded By Councillor Singh

B002/15/12/17 THAT the Hardy Street Oil/Water Separator Operating request be changed from a P3 to a P1 with no change in 2016 taxation.

Carried

2.9 Information Services Capital (Capital Program)

Moved By Councillor Stack/Seconded By Councillor Donn

B003/15/12/17 THAT the last sentence of the Justification for Fibre Optic Network be amended by deleting:

"This project will be internally financed from the disposition of Fortis share holdings with repayment including interest at 3% from lease revenues. Currently projected to pay out over nine years."

and replacing it with:

"This project will be internally financed from the disposition of \$2.4M Fortis share holdings with repayment and repurchase of shares, including interest at the City's current quarterly average investment for the period plus 1%. Currently projected to pay out over twenty years."

Carried

2.10 Vehicle & Mobile Equipment Capital (Capital Program)

There were no amendments to the Vehicle & Mobile Equipment Capital Program budget as presented.

2.11 Water Capital (Capital Program)

There were no amendments to the Water Capital Program budget as presented.

2.12 Wastewater Capital (Capital Program)

There were no amendments to the Wastewater Capital Program budget as presented.

2.13 Infrastructure (Operating Program)

Council:

- Raised questions pertaining to the Leon-Lawrence Two-Way Conversion Functional Design P1 request on page F6.

Staff:

- Confirmed completion of study does not mean Leon-Lawrence must be converted from one-way to two-way.

A motion by Councillor Singh to star the Temporary Public Art in Public Places P2 request on page F12 for consideration later in the meeting was lost due to a lack of a seconder.

There were no amendments to the Infrastructure Operating Program budget as presented.

2.14 Community Planning & Real Estate (Operating Program)

Council:

- Raised questions pertaining to the Community Strategic Planning Process P1 item on page G3.

City Manager:

- Spoke to the rationale behind the Community Strategic Planning Process P1 item, and that the City has been using the 1992 Strategic Plan, which laid the basis for many "big picture" City initiatives and programs that have since been implemented.

There were no amendments to the Community Planning & Real Estate Operating Program budget as presented.

2.16 Active Living & Culture (Operating Program)

Council:

- Raised questions pertaining to the Social Issues Coordinator - Term Position P1 item on page H3.

City Manager:

- Confirmed the position's Terms of Reference will come to Council for consideration.

Council:

- Discussed the Strategic Event Program P2 request on page H8.

A motion by Councillor Donn to change the Strategic Event Program P2 request on page H8 from a P2 to a P1, with an impact on taxation in 2016 of \$25,000 and an on-going taxation impact in future years was lost due to a lack of a seconder.

Moved By Councillor Donn/Seconded By Councillor Sieben

B004/15/12/17 THAT the Strategic Event Program P2 request on Page H8 be starred for consideration later in the meeting.

Carried
Councillor Stack - Opposed.

Council:

- Discussed the merits of the Ogopogo Float and its impact on City marketing efforts.

Moved By Councillor Singh/Seconded By Councillor Hodge

B005/15/12/17 THAT the City of Kelowna Float's Refresh P2 item on page H9 be changed from a P2 to a P1 with a one-time impact on taxation in 2016 of \$20,000.

Carried
Mayor Basran and Councillors Gray and Sieben - Opposed.

The meeting recessed for lunch at 12:51 p.m. The meeting reconvened at 1:27 p.m.

2.10 Vehicle & Mobile Equipment Capital (Capital Program) (con't)

Financial Planning Manager:

- Brought to the attention of Council a minor amendment to the Capital Projects Vehicle & Mobile Equipment Roll-off Front Loader on page U3, which considered by Council earlier in the meeting.

Moved By Councillor Sieben/Seconded By Councillor Singh

B006/15/12/17 THAT the Asset cost for the Capital Projects Vehicle & Mobile Equipment Roll-off Front Loader on page U3 be identified as coming from "Utility" rather than from "Taxation", with no change in 2016 taxation.

Carried

2.17 Civic Operations (Operating Program)

Staff:

- Confirmed environmentally-safe paint used for road markings needs to be re-applied at regular intervals.

Council:

- Raised questions and made comment pertaining to the Graffiti Eradication Program P1 item on page I13.
- Raised questions and made comment pertaining to the Special Event/Tournament Support P1 item on Page I25.
- Raised questions and made comment pertaining to the Mobile Security Patrols P2 item from page I30.
- Raised questions and made comment pertaining to the Yards Security Cameras and Fencing at City Yard P2 items from page I31.

Staff:

- Confirmed the Justification for the Glenmore Road - Roadside Garbage Cleanup P1 item on page I17 should read "15% rather than 50%".
- Confirmed special events and tournaments create additional costs for Parks Operations that are not captured by fees paid by event or tournament organizers.
- Recommended Council approves additional Bylaw Enforcement P1 items coming up later in the meeting rather than consider changing the security-related Civic Operations P2 requests.

Financial Services Director:

- Commented on how the H₂O Capital Reserves are funded.

There were no amendments to the Civic Operations Operating Program budget as presented.

2.18 Corporate & Protective Services (Operating Program)

Council:

- Raised questions and made comment pertaining to the Bylaw Enforcement Officers - Two Positions P1 item on page J6.

Staff:

- Spoke to the proposed deployment of additional Bylaw Enforcement Officers requested under the Bylaw Enforcement Officers - Two Positions P1 item.
- Responded to questions from Council regarding the spheres of enforcement responsibility of the RCMP vs. City Bylaw staff.

City Manager:

- Recommended Council hold a Bylaw Enforcement priority setting workshop.

Moved By Councillor Sieben/Seconded By Councillor Hodge

B007/15/12/17 THAT the Two Accounting Positions P1 item on page J7 be starred for consideration later in the meeting.

Carried

Councillors DeHart, Given, Singh and Stack - Opposed.

Council:

- Raised questions and made comment on the Business Licence Improvement Implementation - Term Position P2 item on page J8 and the Business Licence Revenue P1 item on page J25.

City Manager:

- Confirmed a comprehensive overview of the Business Licence program is required.

Council:

- Raised questions and made comment pertaining to the RCMP- 3 Regular Member Positions P1 item on page J6.
- Would like a workshop on RCMP member funding options.

RCMP Superintendent:

- Spoke to the proposed deployment of additional RCMP members requested under the RCMP - 3 Regular Member Positions P1.
- Spoke to how member deployment priorities are set.
- Spoke to the time lag from creation of a new RCMP member position by Council to the member actually appearing at the Kelowna Detachment.

Financial Services Director:

- Spoke to how the monies budgeted for new RCMP members are allocated should there be a delay in new members arriving.

City Manager:

- Council has the option to defer consideration of additional RCMP members identified as a P2 priority to Final Budget, pending additional financing options brought forward by staff.

Moved By Councillor Stack/Seconded By Councillor Hodge

B008/15/12/17 THAT the RCMP 3 Regular Members Positions P2 item on page J21 be moved to a P1 with a budgeted start date of July 1, matching the current P1 request;

AND THAT these 3 officers' 6 month 2016 salary be funded from RCMP reserve, for an increase of \$239,480 for 2016 with no increase in taxation for 2016.

Carried

Moved By Councillor Donn/Seconded By Councillor Singh

B009/15/12/17 THAT the Grants in Lieu of Taxes P1 item on page J27 be deleted with a decrease in 2016 taxation of \$2,430.

Carried

Moved By Councillor Donn/Seconded By Councillor Gray

B010/15/12/17 THAT the Grants in Lieu of Taxes P3 item on page J28 be changed from a P3 to a P1, with an increase in 2016 taxation of \$47,750.

Carried

2.19 Communications & Information Services (Operating Program)

There were no amendments to the Communications & Information Services Operating Program budget as presented.

2.20 Human Resources & Corporate Performance (Operating Program)

Moved By Councillor Sieben/Seconded By Councillor Hodge

B011/15/12/17 THAT the Employee Engagement Survey Project P1 item on page L4 be starred for consideration later in the meeting.

Defeated

Mayor Basran and Councillors DeHart, Donn, Singh and Stack - Opposed.

The meeting recessed at 3:56 p.m. The meeting reconvened at 4:26 p.m.

2.21 Wrap Up & Discussion

Financial Services Director:

- Spoke to the various starred options and their impact on the proposed tax increase.

Councillor Donn left the meeting at 4:35 p.m.

Moved By Councillor Stack/Seconded By Councillor DeHart

B012/15/12/17 THAT Council keep the Two Accounting Positions request on page J7 as P1 and the Strategic Fund Program request on page H8 as P2, with no increase in taxation for 2016;

AND THAT the 2016 Financial Plan, as amended by Council, and resulting in a 4.12% tax increase, be approved subject to Final Budget considerations.

Carried

3. Termination

This meeting was declared terminated at 4:53 p.m.

Mayor

/scf/slh



City Clerk

REPORT TO COUNCIL



Date: January 11, 2016
RIM No. 1250-30
To: City Manager
From: Community Planning Department (TY)
Application: Z15-0045 & TA15-0010 **Owner:** Eva Linttell
Address: 2075 KLO Road **Applicant:** Tyler Linttell
Subject: Rezoning Application & Text Amendment Application
Existing OCP Designation: REP - Resource Protection Area (ALR)
Existing Zone: A1 - Agriculture 1
Proposed Zone: A1t - Agriculture 1 with Agri-tourist Accommodation

1.0 Recommendation

THAT Rezoning Application No. Z15-0045 to amend the City of Kelowna Zoning Bylaw No. 8000 by changing the zoning classification of Lot B District Lot 131 ODYD Plan 39954, located at 2075 KLO Road, Kelowna, BC from the A1 - Agriculture 1 zone to the A1t - Agriculture 1 with Agri-tourist Accommodation zone NOT be considered by Council;

AND THAT Zoning Bylaw Text Amendment Application No. TA15-0010 to amend City of Kelowna Zoning Bylaw No. 8000 as outlined in Schedule "A" in the Report from the Community Planning Department dated January 11, 2016 for Lot B District Lot 131 ODYD Plan 39954, located at 2075 KLO Road, Kelowna, BC NOT be considered by Council;

2.0 Purpose

To consider a Staff recommendation to NOT rezone the subject property to facilitate agri-tourist accommodations on the subject property and to consider a Staff recommendation to NOT amend the Zoning Bylaw to increase agri-tourist accommodation from the allowable five to a maximum of ten units.

3.0 Community Planning

3.1 Application

Agri-tourist accommodation is a *permitted non-farm use* in the Agricultural Land Reserve (ALR) according to the Agricultural Land Reserve Use, Subdivision and Procedure Regulation. While the use is a permitted non-farm use by the Agricultural Land Commission (ALC), the activity is not

designated as a "farm use" and therefore may be regulated or prohibited by a local government bylaw.

The City of Kelowna regulates this use by allowing agri-tourist accommodation as a secondary use if the accommodation is associated with an agri-tourism activity which is subordinate and secondary to the principal agriculture use. A number of other regulations apply to agri-tourism accommodation in Kelowna as outlined in this report. The intent of City of Kelowna's A1t zone is to provide assistance to bona fide farmers who wish to provide seasonal accommodation proven to be in aid of and directly associated with established farm operations that include an agri-tourism component. Accommodations temporary in nature may be operated on a seasonal basis subordinate to the agricultural operation.

The applicant is applying to rezone the subject property to the A1t - Agriculture 1 with Agri-tourist Accommodation Zone.

Community Planning does not support the rezoning as the subject parcel and proposed RV sites do not meet current City bylaws pertaining to agri-tourist accommodation. The subject parcel does not have an established agricultural operation that warrants agri-tourism. Staff do not see rational for allowing the "secondary use" of agri-tourist accommodation when the appropriate farming is not established. A1t zone is to assist bona fide farmers with their agri-tourism component of their agriculture.

The applicant is also applying for a site specific amendment to Zoning Bylaw No. 8000 to increase the allowable agri-tourist accommodations permitted on the subject property. The rezoning application would facilitate recreational vehicle (RV) sites on the subject property. While the text amendment application would allow ten RV sites on the property, the current A1t Zone permits a maximum of five units.

Community Planning does not support the text amendment as increasing the number of accommodation units encourages using valuable farm land for a non-farm use on parcels under 10 hectare in size. The A1t restrictions were put in place with a 2010 text amendment to Zoning Bylaw No. 8000. These restrictions in the new A1t zone are in place to ensure that agriculture stays the principal use on smaller parcels, helping to eliminate the possibility that the accommodation units could be the principal use on a small parcel. Determining the principal and secondary use could be measured by the number of visitors on the parcel for the accommodation units versus those who visit for agricultural purposes, or it could be measured by staff required to operate each use. On smaller parcels it is difficult to ensure the agri-tourist accommodation units are bringing in fewer visitors than the agriculture.

The applicant has also applied for a Development Variance Permit Application to vary the maximum distance the RV campsites may be from the principal residence from within 30.0 m to within 180.0 m.

Community Planning does not support the requested Variance as the existing non-agricultural footprint on the property exceeds the area set out in homeplating guidelines. The proposed variance would further increase this homeplate area. Staff note this application at this time is for rezoning and text amendment only.

3.2 A1 - Agriculture 1 Zone Background

In 2010, the City of Kelowna adopted the proposed amendment (BL10269) to the A1 Zone by adding Agri-tourist information and regulation including but not limited to:

- the “t” designation. Owners require a rezoning to A1t in order to develop agri-tourist accommodations.
- Definitions for Agri-tourism, Agri-tourist Accommodation, Agri-tourist Accommodation Unit.

Agri-tourist Accommodation¹: means the seasonal availability of short term accommodation for tourists on a farm, orchard, or vineyard in association with an agri-tourism activity which is subordinate and secondary to the principal agricultural use. Typical uses include but are not limited seasonal farm cabins, and campsites/recreational vehicle sites. Seasonal, in this instance, means the accommodation must be available for use only between April 1 and October 31 of each year.

- General regulations to better address community concerns including property line buffering, site coverage, number of units, dates of operation and homeplating principles for agri-tourist accommodation.
- *Maximum agri-tourist accommodations²*

Lot Size (hectares)	< 4.0	4.00 to 5.99	6.00 to 6.99	7.00 to 7.99	8.00 to 8.99	9.00 to 9.99	≥10.00
Agri-tourist Accommodation units	X	5 units	6 units	7 Units	8 units	9 units	10 units

The text amendments resulted in more stringent regulations that strive for consistency with the surrounding agriculture area in order to avoid further conversation of agriculture land and land uses that may:

- generate land use conflicts
- escalate land prices through speculation
- demand the extension of a variety of infrastructure
- set expectations of further non-farm land use change and/or subdivision.

Current

Staff continue to meet with and listen to passionate members of the public regarding the use and misuse of existing agri-tourist accommodation operations in the City. It is very clear that a good number of residents and legitimate farm operators have been negatively impacted by this use and eagerly await a resolution on this matter.

Today the Ministry of Agriculture, ALC and local governments in BC still face problems with the mixed use on ALR lands. MOA has identified agri-tourism accommodations as a use that is being taken advantage of. The most recent MOA concerns and recommendations for agri-tourists uses are outlined in the Current Development Policies section of this report. These recommendations are not adopted by ALC and are provided for discussion and information only.

¹ City of Kelowna Zoning Bylaw No. 8000 Section 2 - Interpretation

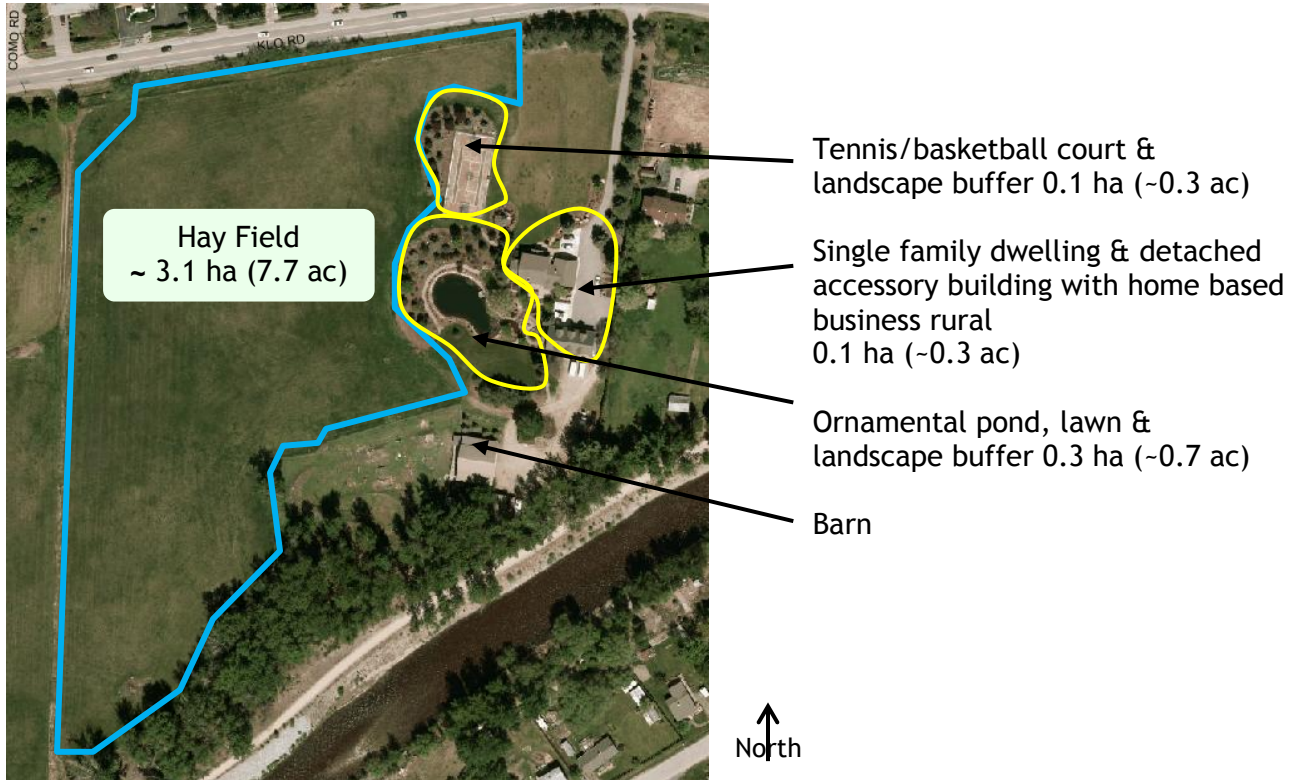
² City of Kelowna Zoning Bylaw No. 8000 Section 11 - Agricultural Zones 11.1.8(e) Other Regulations - Agri-tourist accommodation

3.3 Proposal

The applicant is applying to rezone their property and amend the A1 Zone in order to facilitate a 10 unit Agri-tourist RV site. The owners live on the property and are proposing to implement a farm plan and at the same time create agri-tourism for seasonal agri-tourist accommodation (RV Sites).

The subject parcel is 14.24 acres in size and currently has approximately 7.7 acres of hay production. A single family dwelling, detached two storey accessory structure, tennis court, ornamental pond water feature and barn exists on the property. The applicant is proposing 10 RV sites to be located in the rear of the property. The application requires rezoning in order to permit the agri-tourism accommodation use. The application also requires a text amendment as Zoning Bylaw No. 8000 only permits five agri-tourist accommodation units (RV sites). The proposed site plan attached to this report identifies the addition of ten RV sites and proposed agriculture. The proposed agriculture plan includes vegetable and berry gardens, laying and meat chickens and an apiary. Bathroom and shower facilities for the RV sites are proposed in an existing barn.

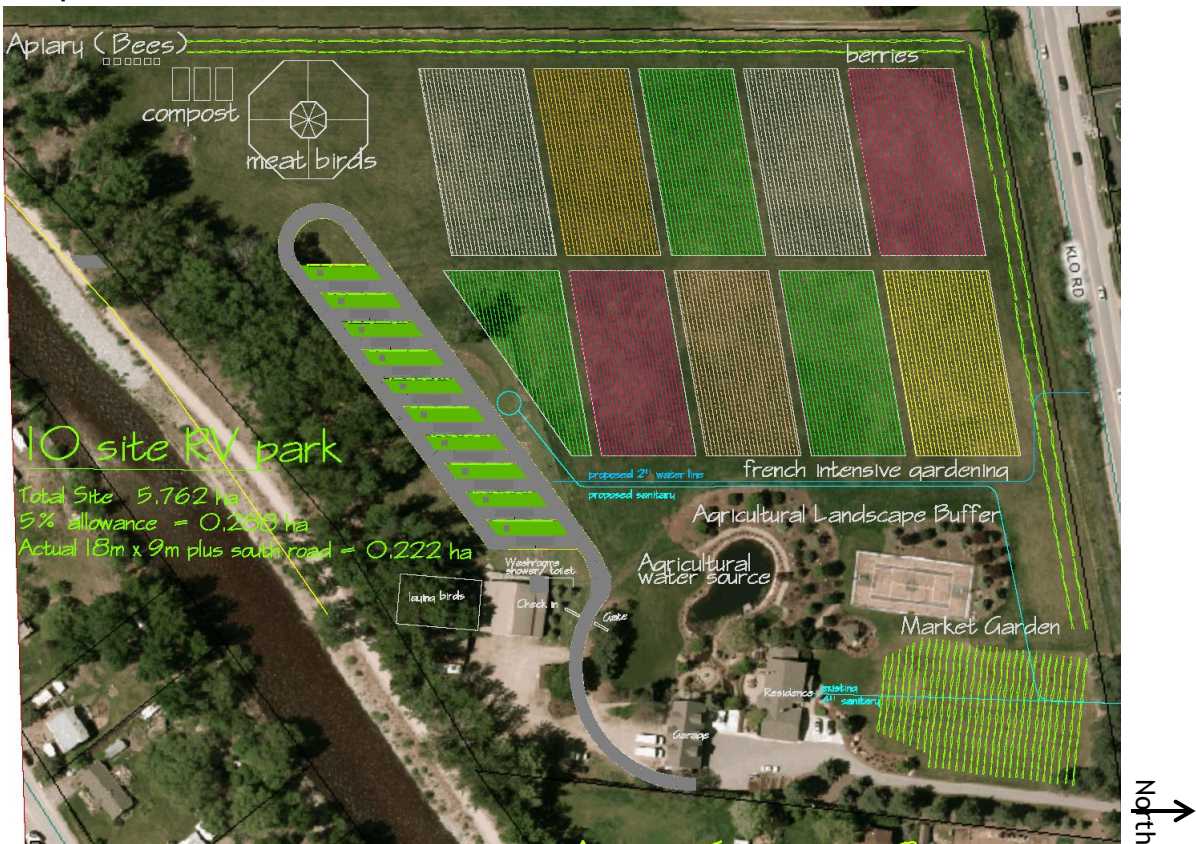
Existing Agriculture & Non-Agricultural Uses



The farm plan is proposed in stages as noted in an attached letter from a local farmer who intends to farm the vegetable and berry portion of the proposed agriculture. The berry planting is shown in green lines surrounding the west and north property lines, the vegetable garden is shown in multiple coloured rectangles in the centre of the property. The letter outlines that beginning in Spring 2016, berries may be planted. The seven acre parcel designated as vegetable garden will be ploughed, disked and rotated with soil enrichment and weed control for the 2016 season. The first crop for this seven acre parcel may be a mix of corn, winter squash and broccoli with the intention of growing the high density garden as shown on the proposed site plan in

future years. A letter is also attached from a local farmer intending to place eight colonies of bees in spring 2016.

Proposed Site Plan



The subject parcel does not currently have enough agriculture to warrant agri-tourism or agri-tourist accommodations, the proposed plan also exceeds the minimum number of allowable accommodation units and does not respect homeplating distances as permitted by Zoning Bylaw No. 8000.

Zoning Bylaw No. 8000 requires that the accommodations should be associated with an agri-tourism activity. Both the accommodations and agri-tourist activity should be subordinate and secondary to the principal farm use. The existing agriculture on the property, hay forage crop, is a valid agricultural operation but does not provide the interaction with local residents or visitors to Kelowna (agri-tourism). Should RV sites be developed today, the end use would not be a true agri-tourist accommodation, but rather an RV park. The use of 10 RV sites versus a 7.7 acre forage crop on a parcel this size would result in the RV park as the principal use rather than a secondary agri-tourist accommodation use.

A proposed farm plan in the future does not guarantee that agriculture will occur on the property. For this reason, farm practices (the principal use) need to precede the agri-tourism. An established, thriving farm is more likely to be maintained and operate at the same levels it does before an accessory use is introduced.

City Staff are certainly in support of expanding agriculture on the property that would warrant agri-tourism. Staff want to see agriculture implemented and thriving before permitting an

accessory use such as agri-tourism accommodation on the property. The creation of seasonal, temporary agri-tourist accommodations would be a welcome asset to Kelowna if the agriculture as proposed in this application were in place and thriving on the parcel.

This application was presented to the Agricultural Advisory Committee; their comments are in the Technical Comments of this section. A committee member was concerned about crop success as a soil analysis on an adjacent property identified the requirement for substantial amendments in order to bring the soil up to acceptable conditions which made it cost prohibitive to pursue vegetables on that property. At the time of the AAC meeting, the applicant had not undertaken a soil analysis on the subject property.

Further, existing non-farm structures and uses on the property do not adhere to homeplate principles. The applicants have submitted an application for a Farm Protection Development Permit and a Development Variance Permit which would allow the RV sites to be in a location more than 30.0 m from the principal residence, increasing the homeplate non conformity.

3.4 Possible Outcomes of Rezoning:

Rezoning on a property for agri-tourist accommodation where there is a promise to farm instead of an established farming practice will set the precedent that an A1 zone land owner only needs to submit a farm plan to create future agri-tourism. This practice may lead to exploitation of ALR land in order to operate a commercial operation as it is less expensive than commercially zoned land. The "t" designation may not be taken away if the proposed vegetable and berry garden, bees or chickens are not implemented.

3.5 Possible Outcomes of Amending Zoning Bylaw No. 8000 for the Subject Property:

Allowing ten sites on a parcel under six hectares in size eliminates the intention of regulating this accessory use and instead allows the agri-tourist accommodation units to be a principal use on smaller parcels. The restriction of accommodation units based on parcel size is directly related to keeping the use of the property as agriculture and deterring land owners from maximizing non farm uses on agricultural land. This would also negate the effectiveness of this provision in the zoning bylaw, which is to limit the risk of smaller sites having agri-tourism accommodation becoming a primary use. No unique attributes to distinguish the request for 5 additional sites from any other request, especially without a unique agri-tourism operating currently.

The text amendment also sets a precedent that A1 parcels in Kelowna do not need to adhere to the unit restrictions based on parcel size. This would open the door to ten RV sites on parcels such as the subject property in all areas of Kelowna. Currently there are 562 parcels zoned A1 between 4.0 ha and 9.9 ha in size. The attached Existing A1 Zone Property Map 1 identifies these parcels.

Existing A1 Zone Property Map 2 identifies A1 zoned properties that are 10.0 ha and higher in size. These properties are permitted to have 10 agri-tourist accommodation units should the use meet all the A1t zone requirements. There are 204 of these parcels in Kelowna.

The proposal brought forth by the applicant includes letters from farmers agreeing to operate the apiary, vegetable and berry agriculture on site. There is the potential dissolution of these agreements/partnerships with the farmers and property owners. The subject parcel being less than six hectares creates a challenge to keep ten agri-tourist accommodation units a secondary use versus a larger agriculture parcel. This was identified in 2010 when the A1 - Agriculture 1 zone was amended.

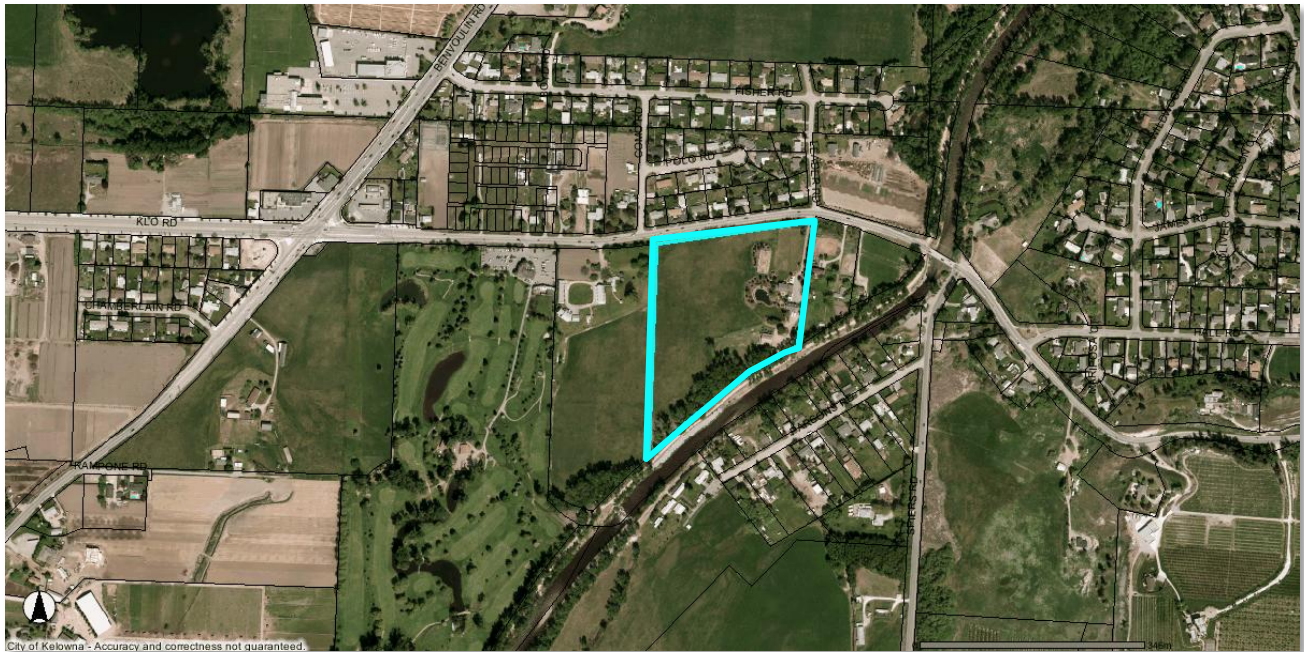
Staff do not support the rezoning as agriculture for agri-tourism is not in place. Staff do not support the text amendment as increasing the number of sites encourages using valuable farm land for a non-farm use on parcels under 10 hectare in size. Once the RV sites are in place, enforcement is time consuming and ineffective. The best way to reduce the occurrence of an accessory use becoming the principle use in this case is to reduce the number of accommodations on small parcels such as these. Staff encourage agriculture as shown on the proposed site plan be implemented and thriving for a minimum of one year, and apply for with the A1t rezoning application at that time.

4.0 Context

4.1 Neighbourhood Context

The subject property is located between KLO Road and Mission Creek in the South Pandosy / KLO Sector of Kelowna. The site area is 5.76 hectares (14.24 acres). The soils in this area are Class 4 with improved ratings of Class 2 according to the land inventory (see attached Canada Land Inventory information). Overall soil limitations include "excess water" and "fertility" in small areas. These soils are suitable for pasture, as well as forage and vegetable crops.

Neighbourhood Context Map



Mission Creek Greenway runs along the south property line of the subject parcel. Land on the subject parcel within the Mission Riparian Area is not able to be developed on as shown in the Riparian Management Area, Mission Creek Map in this report. 2075 KLO Road is in the Agricultural Land Reserve, designated REP Resource Protection Area in Kelowna's OCP and outside of the Permanent Growth Boundary.

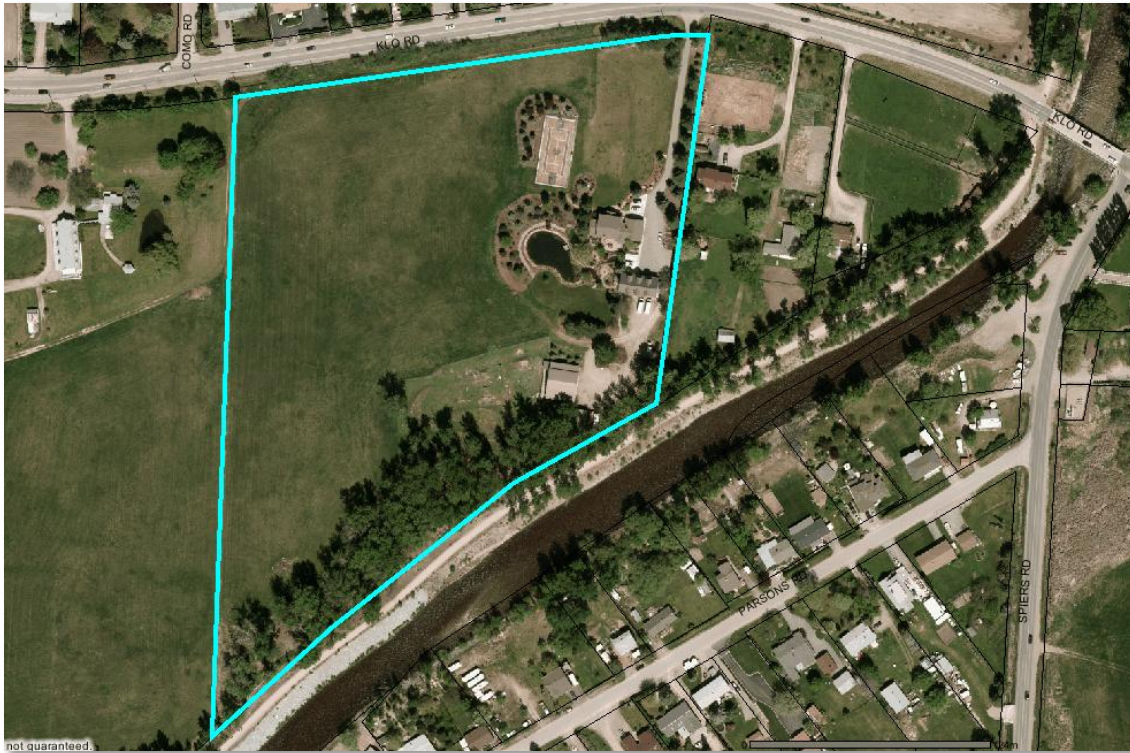
4.2 Site Context

The subject property is located on the south side of KLO Road, between Benvoulin Road and Spiers Road. Mission Creek including the Mission Creek Greenway runs along the south property line of the subject property.

4.3 Adjacent land uses are as follows:

Orientation	Zoning	Land Use	Future Land Use
North	A1	Single Family Dwelling Properties	S2RES
East	A1	Single Family Dwelling	REP
South	A1 RR3	Mission Creek Greenway Single Family Dwelling Properties Single Family Dwelling with Hay	PARK S2RES REP
West	A1	Single family Dwelling with Vegetable & Truck, Hay	REP

Parcel Summary: Parcel Size: 5.76 ha (14.24 ac), Elevation: 353.5 m to 355.0 m
Subject Property Map: 2075 KLO Road



4.4 Zoning Analysis Table

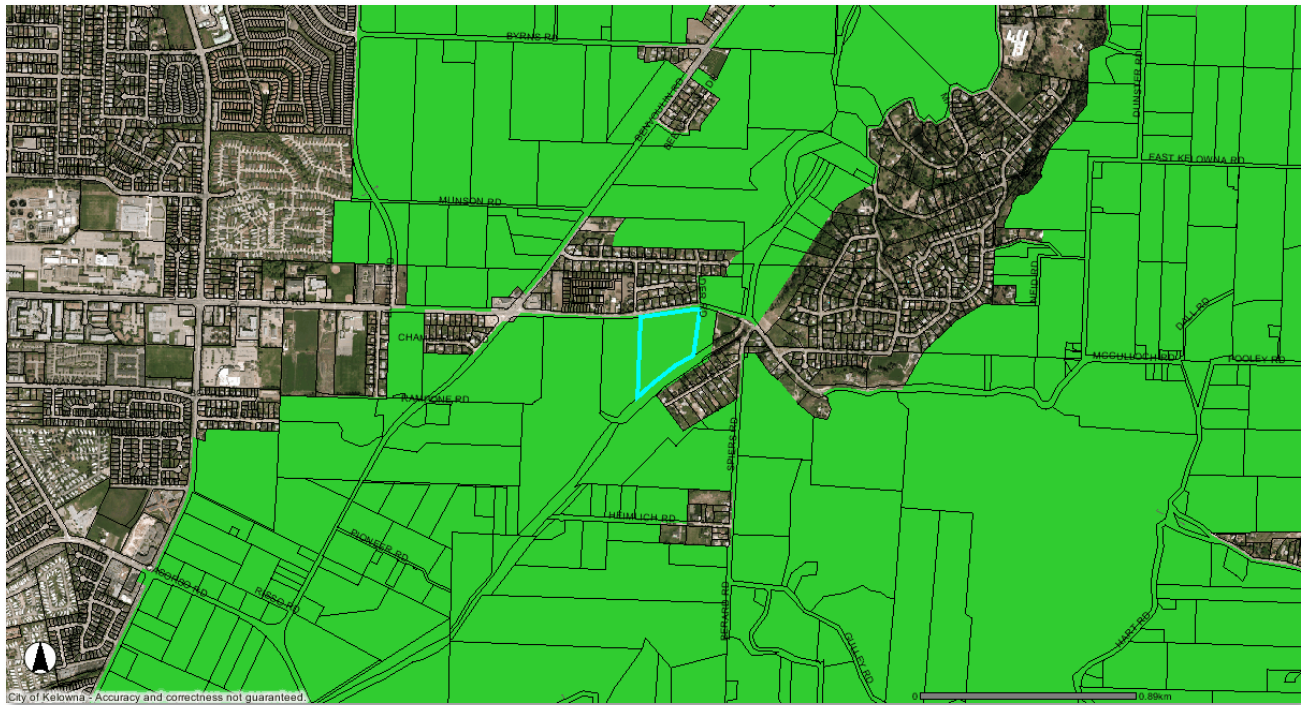
CRITERIA	A1t ZONE REQUIREMENTS	EXISTING	PROPOSED
Existing Lot/Subdivision Regulations			
Minimum Lot Area	2.0 ha / 20,000 m ²	5.76 ha / 57,627 m ²	5.76 ha / 57,627 m ²
Minimum Lot Width	40.0 m	246.0 m	246.0 m
Development Regulations			
Maximum Site Coverage	10%	1,370 m ² = 2%	1,370 m ² = 2%
Maximum Height	9.5 m / 2 ½ storeys	2 storeys	2 storeys
Minimum Front Yard	6.0 m	93.0 m	93.0 m
Minimum Side Yard (west)	3.0 m	> 150.0 m	> 150.0 m
Minimum Side Yard (east)	3.0 m	8.5 m	8.5 m
Minimum Rear Yard	10.0 m	22.0 m (barn)	22.0 m (office & washrooms)
Other Regulations			
Maximum setback from Mission Creek	50.0 m	~29.0 m (barn)	~29.0 m (office & washrooms)
Maximum Number of Agri-tourist Accommodations	5 units	<i>na</i>	10 units ❶
Agri-tourist Accommodation	WITHIN 30 m of principal residence	<i>na</i>	~ 170 m ❷
OCP Homeplating guidelines (non-agricultural use footprint maximum area)	60 m x 60 m = 3,600 m ² & Located adjacent to a property line	8,126 m ² & Adjacent to a property line	8,126 m ² (Existing) + ~ 2,920 m ² (RV Sites)
❶ Indicates a requested Text Amendment to the maximum number of agri-tourist accommodations.			
❷ Indicates a requested Variance to the maximum distance from a principal residence.			

A Riparian Area Setback requirement for Mission Creek runs adjacent to the south property line of the subject parcel. As the parcel is upstream of Gordon Drive, the Minimum Riparian Management Area is 50 m, measured perpendicularly inland from the top of bank, top of ravine, or natural boundary of Mission Creek.

Mission Creek Riparian Management Area Map



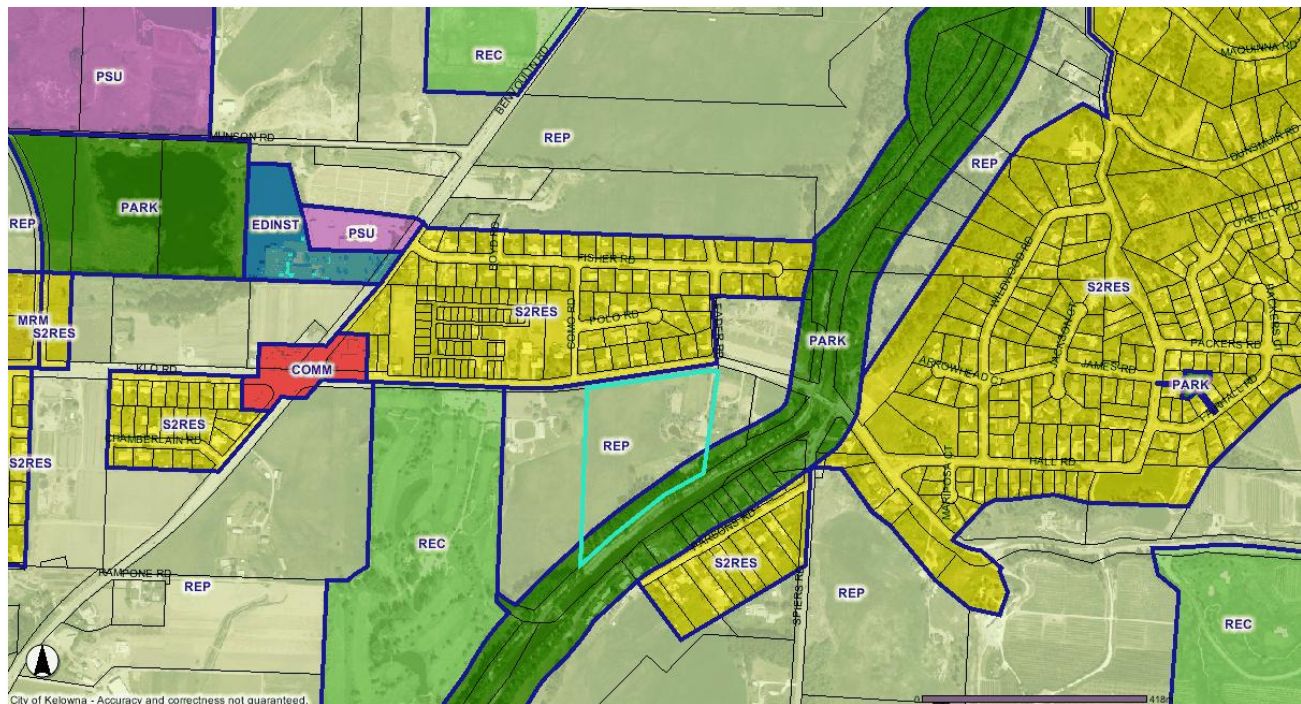
Agricultural Land Reserve Map



4.5 Future Land Use

The subject property has a future land use of REP - Resource Protection, which is adjacent on both sides. Park - Major Park / Open Space (Public) exists to the south and S2RES - Single / Two Unit Residential to the north.

Future Land Use Map



5.0 Agriculture

5.1 Current and Historical Land Use

The subject property has a current land use of an alfalfa “forage crop”. The owners purchased the property in 2003 and currently have a hay operation on approximately 2.9 ha (7.40 ac) of the property. The property has farm status with BC Assessment.

5.2 Agricultural Capability

Attached to this report is a full Agricultural Lands Capability map and breakdown for the subject property. The breakdown outlines the following: The majority of the land is Class 4W, with the remainder Class 5W with improvements to Class 2 and Class 3WF. This means that the land as it is now is between a Class 4 and 5 with excess water during the growing period. This may be improved by altering the soil and land to eliminate excess water which would improve the land to between Class 2 and Class 3.

Class 1 - 3 is considered prime agricultural land and relatively rare in Kelowna. Class 2 has minor limitations that require good ongoing management practices or slightly restrict the range of crops. They are deep, hold moisture well and can be managed with little difficulty.

5.3 Soil Capability

The soils on the property are 63% Guisachan, 30% Tanaka, 4% Dyke, and 2% Cameron Lake. Guisachan and Tanaka soils are common within the floodplain of Mission Creek, and often occur together, with Tanaka soils occurring in depressions. Guisachan soils are moderately coarse textured, stone free, typically 30 - 100 cm deep and overlay coarse fluvial fan deposits. The textures are silty and sandy loam. Groundwater is near the surface during the winter and decreases through the year, with the lowest during the autumn. The soils are suited to crops that are not sensitive to occasional high groundwater. These crops range from vegetable crops to hay and pasture.

Tanaka soils are moderately textured, gravel free fluvial fan deposits. The textures range from sandy loam to silty loam. They are poorly drained, and have a high water holding capacity. The water table fluctuates between the surface and 1.5 metre depth. Depressions are susceptible to flooding. They are limited to agricultural uses that can tolerate high groundwater. Suitable crops include pasture and hay, turf, field crops and vegetables.

6.0 Public Notification

As per Council Policy 367, the applicant completed Public Notification & Consultation in the form of neighbourhood circulation and a Public Information Session. Please note, the site plan circulated was the original site plan that indicated orchard trees in the place of the vegetable and berry garden.

- Circulated information to neighbours August 26, 2015
 - One letter of opposition
 - Lack of privacy for Parson Road Residents
 - Sound of diesel engines
- Held Public Information Session September 22, 2015. Approximately 13 people attended. Comments included:

Concerns

- (2) Concerns with traffic safety with the driveway access on KLO Road
- (2) Concerns of views of RV sites from Residential yards
- (1) Concerns with more than 10 RV sites being created after approvals
- (1) Concerns with lack of privacy from Parsons Road residents
- (1) Concerns of noise of RV engines and tourists

Support

- (3) Support for proposed RV site location
- (3) Support for application

7.0 Text Amendment Legal/Statutory Authority:

Agricultural Land Commission

The ALC permits agri-tourist accommodations provided that:

- Permitted on land that is classified as a farm under the Assessment Act.
- Accommodations are limited to 10 sleeping units in total, seasonal or short term.
- Total developed area for buildings, landscaping, and access for accommodation is less than 5% of the parcel.

The ALC permits local governments to prohibit or restrict this permitted non-farm use.

City of Kelowna

The following bylaw (BL10269) was adopted September 2010 which included the following;

- Addition of A1t - Agriculture 1 with Agri-tourist Accommodation designation
- Addition of Definitions: Agri-tourist, Agri-tourist Accommodation, Agri-tourist Accommodation Unit.
- Addition of Regulations that outline:
 - The agri-tourist accommodation shall be accessory to a legitimate agriculture operation.
 - Minimum lot size of 4.0 ha
 - Maximum number of agri-tourist accommodation units in relation to lot size.
(below 4.0 ha = 0 units, 4.0 - 5.99 ha = 5 units, 6.0 - 6.99 ha = 6 units, 7.0 - 7.99 ha = 7 units, 8.0 - 8.99 ha = 8 units, 9.00 - 9.99 ha = 9 units, 10.0 ha and over = 10 units)
 - Prohibiting RV storage
 - Location of agri-tourist accommodation units to within 30 m of principal dwelling. (homeplating principle)
 - Landscape buffer Level 5 requirements
 - Bathroom facility requirement for campsites

8.0 Current Development Policies

8.1 Kelowna Official Community Plan (OCP)

FARM PROTECTION DEVELOPMENT PERMIT

Objectives ³ Protect farm land and farm operations; Minimize the conflicts created by activities designated as farm use by ALC regulation and non-farm uses within agricultural areas.

³ City of Kelowna Official Community Plan, (Farm Protection Development Permit Guidelines Chapter).

FARM PROTECTION GUIDELINES

Homeplate ⁴ On agricultural lands, where appropriate, locate all buildings and structures, including farm help housing and farm retail sales, within a contiguous area (i.e. homeplate). Exceptions may be permitted where the buildings or structures are for farm use only;

Landscape buffer ⁵ On agricultural and non-agricultural lands, establish and maintain a landscape buffer along the agricultural and/or property boundary, except where development is for a permitted farm use that will not encourage public attendance and does not concern additional residences (including secondary suites), in accordance with the following criteria:

AGRICULTURAL LAND USE POLICIES

Protect Agricultural Land ⁶ Retain the agricultural land base by supporting the ALR and by protecting agricultural lands from development, except as otherwise noted in the City of Kelowna Agricultural Plan. Ensure that the primary use of agricultural land is agriculture, regardless of parcel size.

Urban Uses ⁷ 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.

Agri-tourism, Wineries, Cideries, Retail Sales ⁸ Support agri-tourism uses that can be proven to be in aid of and directly associated with established farm operations. Permit wineries, cideries and farm retail sales (inside and outside the ALR) only where consistent with existing ALC policies and regulations.

Homeplating ⁹ Locate buildings and structures, including farm help housing and farm retail sales area and structures, on agricultural parcels in close proximity to one another and where appropriate, near the existing road frontage. The goal should be to maximize use of existing infrastructure and reduce impacts on productive agricultural lands.

8.2 Ministry of Agriculture

REGULATING AGRI-TOURISM AND FARM RETAIL SALES IN THE AGRICULTURAL LAND RESERVE. DISCUSSION PAPER AND PROPOSED MINISTER'S BYLAW STANDARDS. ¹⁰

Proposed definitions

Accessory (agri-tourism) means that the *agri-tourism* is subordinate to the active *farm operation* on the same lot. *Agri-tourism* uses and activities only augment a farmer's regular farm income, not exceed or replace it.

Agri-tourism is travel that combines agricultural or rural settings with products of agricultural operations - all within a tourism experience that is paid for by visitors. It is a tourist activity, service or facility which is *accessory* to a *farm operation*, as defined in the *Farm Practices*

⁴ City of Kelowna Official Community Plan, Policy 1.2 (Farm Protection Development Permit Guidelines Chapter).

⁵ City of Kelowna Official Community Plan, Policy 1.3 (Farm Protection Development Permit Guidelines Chapter).

⁶ City of Kelowna Official Community Plan, Policy 5.33.1 (Development Process Chapter).

⁷ City of Kelowna Official Community Plan, Policy 5.33.3 (Development Process Chapter).

⁸ City of Kelowna Official Community Plan, Policy 5.33.5 (Development Process Chapter).

⁹ City of Kelowna Official Community Plan, Policy 5.34.3 (Development Process Chapter).

¹⁰ Ministry of Agriculture, Regulating Agri-tourism and Farm Retail Sales in the Agricultural Land Reserve, Discussion Paper and Proposed Minister's Bylaw Standards. September 14, 2015.

Protection (Right to Farm) Act, where the land is classified as a farm under the *Assessment Act*; and, where the farm is in active operation each year.

Accessory Farm Activity

Table 1. Examples of Agri-Tourism and Farm Incomes

COLUMN A	COLUMN B
AGRI-TOURISM INCOME	FARM INCOME
Entry or participation fees, tour fees	Primary agricultural production income
Fees for tours, services and workshops related to the farm operation	Value-added operations: processing of <i>own farm products</i>
Retail sales of <i>off-farm</i> or <i>non-farm products</i>	Retail sales of <i>own farm products</i>
Agri-tourism accommodation charges	

To be considered accessory, the annual income from agri-tourism [Column A] must be no more than the annual regular farm income [Column B]. The ALC may allow a larger proportion of agri-tourism activity on a farm, if the farmer applies for a non-farm use approval.

Examples include a farmer intending to regularly host special events such as commercial weddings, conferences or an annual music festival. A local government could decide whether to support those commercial activities in its zoning if it is authorized by the ALC.

Site Layout for Agri-tourism Activities

Site coverage and setbacks for agri-tourism structures must follow the standards for farm structures provided in Part 2 of the "Guide for Bylaw Development in Farming Areas".

8.3 Suburban and Rural Planning

The intent of the A1t zone is to provide assistance to bona fide farmers who wish to provide seasonal accommodation proven to be in aid of and directly associated with established farm operations. The proposed application does not have the background of an established farm that provides interaction with local residents or visitors to Kelowna.

The existing non-farm structures and uses on the property do not adhere to homeplate principles. The proposed 10 RV sites increase this non conformity.

Bonding has been a poor tool to encourage farming as the cost of holding bond can be worked into a business plan. The City is not in the business of farming, and does not have the Staff to initiate farming through cashing the bond should default of the agreement occur.

City Staff recommend a farming first approach, where agriculture including agri-tourism is well established and thriving before considering agri-tourist accommodation.

9.0 Technical Comments

The referral comments from external agencies and City departments are noted in the sections below.

9.1 Agricultural Land Commission (ALC)

Bonding for future agriculture is not an appropriate measure for ensuring agricultural development occurs on the site. Agricultural development must precede the request for agri-tourist accommodation.

9.2 Development Engineering Department

Water and sewer EDU's are required to be paid as well as increasing size of each connection as required. Only one water and one sewer connection is permitted. Safety is a concern with traffic sightlines from the current driveway on to KLO Road.

9.3 Fire Department

Emergency vehicle access review will be required at time of Building Permit, no wood burning fire pits are permitted.

9.4 FortisBC Inc - Electric

The applicant is responsible for costs associated with any change to the subject property's existing service, if any, as well as the provision of appropriate land rights where required.

10.0 Agricultural Advisory Committee

The above noted application was reviewed by the Agricultural Advisory Committee at the meeting held on November 12, 2015 and the following recommendations were passed:

The Agricultural Advisory Committee did not support the application as it is contrary to the policies and bylaws of the City of Kelowna. Historically RV sites are not very compatible with agriculture. RV parks do not benefit agriculture.

The Members are pleased with the enthusiasm by the Applicant and admire the Applicant's plans; however the plan is contrary to City bylaws. The Members feel the proposal would be more comfortable if there was more agriculture on the site then envisioned as they believe that agriculture should come first and then agri-tourism.

11.0 Application Chronology

Date of Application Received:	August 14, 2015
Date Public Consultation Completed:	September 22, 2015
Date of Revised Site Plan:	November 12, 2015
Date of AAC Meeting:	November 12, 2015
Date of Revised Site Plan:	November 18, 2015

12.0 Alternate Recommendation

Should Council support the applicant's request to rezone the subject property from the A1 - Agricultural 1 zone to the A1t - Agricultural 1 with Agri-tourist Accommodation zone, the following alternate resolution is provided for consideration;

THAT Rezoning Application No. Z15-0045 to amend the City of Kelowna Zoning Bylaw No. 8000 by changing the zoning classification of Lot B District Lot 131 ODYD Plan 39954, located at 2075 KLO Road, Kelowna, BC from the A1 - Agriculture 1 zone to the A1t - Agriculture 1 with Agri-tourist Accommodation 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 January 11, 2016;

AND THAT final adoption of the Rezoning Bylaw be considered subsequent to the issuance of a Section 219 Restrictive Covenant that will limit the area of the agri-tourist accommodation footprint, dates of operation, as well as prohibiting storage of RV's.

AND THAT final adoption of the Rezoning Bylaw be considered subsequent to the issuance of a Section 219 Restrictive Covenant that will prohibit individual water and sewer services to each agri-tourist accommodation units, permitting one water hookup and one sani-dump located at the front of the property.

AND THAT final adoption of the Rezoning Bylaw be considered subsequent to the issuance of an Agri-Tourist Accommodation Business Licence.

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

Should Council support the applicant's request for a site specific text amendment, the following alternate resolution is provided for consideration;

THAT Zoning Bylaw Text Amendment Application No. TA15-0010 to amend City of Kelowna Zoning Bylaw No. 8000 as outlined in Schedule "B" in the Report from the Community Planning Department dated January 11, 2016 for Lot B District Lot 131 ODYD Plan 39954, located at 2075 KLO 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 FURTHER THAT final adoption of the Zoning Bylaw Text Amending Bylaw be considered subsequent to the outstanding conditions of approval as set out in Schedule "A" attached to the Report from the Community Planning Department dated January 11, 2016.

Report prepared by:

Tracey Yuzik, Planner

Reviewed by:

☐

Todd Cashin, Suburban and Rural Planning Manager

Approved for Inclusion:

☐

Ryan Smith, Community Planning Department Manager

Attachments:

Subject Property Map

Schedule A: City of Kelowna Memorandum

Schedule B: Summary of Proposed Text Amendment

Proposed Site Plan

Soil Classification Table

Agricultural Capability Table

Applicant letter of rationale and supporting documents

SUMMARY OF PROPOSED TEXT AMENDMENT

January 11, 2016

Zoning Bylaw No. 8000

Existing Text

Section 11 - Agricultural Zones

11.1.8(e) Maximum number of agri-tourist accommodation units permitted

For lots larger than or equal to 4.0 ha in size, agri-tourist accommodation shall be permitted according to the following table:

Lot Size (hectares)	< 4.0	4.00 to 5.99	6.00 to 6.99	7.00 to 7.99	8.00 to 8.99	9.00 to 9.99	≥10.00
Agri-tourist accommodation units *	X	5 units	6 units	7 units	8 units	9 units	10 units
*See Section 11.1.8(g)							

Proposed Text

Section 11 - Agricultural Zones

11.1.8(e) Maximum number of agri-tourist accommodation units permitted

For lots larger than or equal to 4.0 ha in size, agri-tourist accommodation shall be permitted according to the following table:

Lot Size (hectares)	< 4.0	4.00 to 5.99	6.00 to 6.99	7.00 to 7.99	8.00 to 8.99	9.00 to 9.99	≥10.00
Agri-tourist accommodation units *	X	5 units	6 units	7 units	8 units	9 units	10 units
*See Section 11.1.8(g)							

This table 11.1.8(e) does not apply to Lot B District Lot 131 ODYD Plan 39954 (2075 KLO Rd), where a maximum of 10 agri-tourist accommodation units are permitted.

Soil Classification 2075 KLO Rd

The soil classification for the subject property is as defined below

Portion of site	Soil Type	Description
4.9 hectares are 70% GN & 30% TA		
70%	GN -	Land: nearly level to gently sloping fluvial deposits Texture: 30 - 100 cm depth of medium textured, stone free veneer, which overlies gravelly fluvial fan and deltaic deposits. Drainage: poorly drained, moderately pervious, and have high water storage capacity. Groundwater is near the surface during winter and spring and recedes by autumn. Classification: Orthic Humic Gleysols.
30%	TA -	Land: nearly level to gently sloping fluvial deposits. Texture: sandy loam to silt loam, with subsoil textures that are sandy loam or gravelly dandy loam. Drainage: poorly drained, moderately pervious, and have high water storage capacity. Groundwater fluctuates between the surface and 1.5 metre depth. Depressions are subject to flooding. Classification: Rego Humic Gleysols.
0.3 hectares are 100% MLD		
100%	TA -	Land: nearly level to gently sloping fluvial deposits. Texture: sandy loam to silt loam, with subsoil textures that are sandy loam or gravelly dandy loam. Drainage: poorly drained, moderately pervious, and have high water storage capacity. Groundwater fluctuates between the surface and 1.5 metre depth. Depressions are subject to flooding. Classification: Rego Humic Gleysols.
0.2 hectares are 80% GN & 20% TA		
80%	GN-	Land: nearly level to gently sloping fluvial deposits Texture: 30 - 100 cm depth of medium textured, stone free veneer, which overlies gravelly fluvial fan and deltaic deposits. Drainage: poorly drained, moderately pervious, and have high water storage capacity. Groundwater is near the surface during winter and spring and recedes by autumn. Classification: Orthic Humic Gleysols.
20%	TA -	Land: nearly level to gently sloping fluvial deposits. Texture: sandy loam to silt loam, with subsoil textures that are sandy loam or gravelly dandy loam. Drainage: poorly drained, moderately pervious, and have high water storage capacity. Groundwater fluctuates between the surface and 1.5 metre depth. Depressions are subject to flooding. Classification: Rego Humic Gleysols.
0.2 hectares are 100% MLD - Dykes		
100%	MLD -	Land: not considered to be "soil" Texture: gravel to large rock
0.1 hectares are 100% CN - Cameron Lake Soils		
100%	CN	Land: nearly level, very gentle sloping fluvial fan deposits. Texture: sandy loam or loamy sand textures. Drainage: imperfect to moderately pervious. Classification: Gleyed Regosol

BCLI Land Capability - Legend

1	Land in this Class has no or only very slight limitations that restrict its use for the production of common agricultural crops. Land in Class 1 is level or nearly level. The soils are deep, well to imperfectly drained under natural conditions, or have good artificial water table control, and hold moisture well. They can be managed and cropped without difficulty. Productivity is easily maintained for a wide range of field crops.
2	Land in this Class has minor limitations that require good ongoing management practices or slightly restrict the range of crops, or both. Land in Class 2 has limitations which constitute a continuous minor management problem or may cause lower crop yields compared to Class 1 land but which do not pose a threat of crop loss under good management. The soils in Class 2 are deep, hold moisture well and can be managed and cropped with little difficulty.
3	Land in this Class has limitations that require moderately intensive management practices or moderately restrict the range of crops, or both. The limitations are more severe than for Class 2 land and management practices are more difficult to apply and maintain. The limitations may restrict the choice of suitable crops or affect one or more of the following practices: timing and ease of tillage, planting and harvesting, and methods of soil conservation.
4	Land in this Class has limitations that require special management practices or severely restrict the range of crops, or both. Land in Class 4 has limitations which make it suitable for only a few crops, or the yield for a wide range of crops is low, or the risk of crop failure is high, or soil conditions are such that special development and management practices are required. The limitations may seriously affect one or more of the following practices: timing and ease of tillage, planting and harvesting, and methods of soil conservation.
5	Land in this Class has limitations which restricts its capability to producing perennial forage crops or other specially adapted crops. Land in Class 5 is generally limited to the production of perennial forage crops or other specially adapted crops. Productivity of these suited crops may be high. Class 5 lands can be cultivated and some may be used for cultivated field crops provided unusually intensive management is employed and/or the crop is particularly adapted to the conditions peculiar to these lands. Cultivated field crops may be grown on some Class 5 land where adverse climate is the main limitation, but crop failure can be expected under average conditions.
6	Land in this Class is non-arable but capable of producing native and/or uncultivated perennial forage crops. Land in Class 6 provides sustained natural grazing for domestic livestock and is not arable in its present condition. Land is placed in this class because of severe climate, or the terrain is unsuitable for cultivation or use of farm machinery, or the soils do not respond to intensive improvement practices. Some unimproved Class 6 land s can be improved by draining, diking and/or irrigation.
7	Land in this Class has no capability for arable agriculture or sustained natural grazing. All classified areas not included in Classes 1 to 6 inclusive are placed in this class. Class 7 land may have limitations equivalent to Class 6 land but does not provide natural sustained grazing for domestic livestock due to unsuited natural vegetation. Also included are rock land, other non-soil areas, and small water bodies not shown on the maps. Some unimproved Class 7 land can be improved by draining, diking, irrigation, and/or levelling.

BCLI Land Capability 2075 KLO Rd

Portion of Site	Land Capability Rating, Unimproved	Land Capability Rating, With Improvements
4.9 hectares are 70% Class 4W (Excess Water Limitations) and 30% Class 5W (Excess Water limitations)		
70%	Class 4W are lands that require special management practices. The 'W' class indicates the occurrence of excess water during the growing period. Improvements are typically ditching to manage excess water.	Class 2 have minor limitations that require good ongoing management practices. The soils in Class 2 are deep, hold moisture well and can be managed and cropped with little difficulty.
30%	Class 5W are lands that require perennial forage crops or other specially adapted crops. The 'W' class indicates the occurrence of excess water during the growing period. Improvements are typically ditching to manage excess water.	Class 3WF are lands that require moderately intensive management practices. The 'W' class indicates occasional occurrence of excess water during the growing period causing minor crop damage, but no crop loss, or the occurrence of excess water during the winter months adversely affecting perennial crops. Improvements are typically ditching to manage excess water. The 'F' classification includes soils with moderate nutrient holding ability, high acidity or alkalinity and/or high levels of carbonates. Fertility status does not restrict the range of crops. Moderate, ongoing additions of fertilizer and/or other soil amendments are required to maintain productivity for a wide range of crops.
0.3 hectares are 100% Class 5W (Excess Water limitations)		
100%	Class 5W are lands that require perennial forage crops or other specially adapted crops. The 'W' class indicates the occurrence of excess water during the growing period. Improvements are typically ditching to manage excess water.	Class 3F are lands that require moderately intensive management practices. The 'F' classification includes soils with moderate nutrient holding ability, high acidity or alkalinity and/or high levels of carbonates. Fertility status does not restrict the range of crops. Moderate, ongoing additions of fertilizer and/or other soil amendments are required to maintain productivity for a wide range of crops.
0.2 hectares are 80% class 4W (Excess Water Limitations) & 20% class 5W (Excess Water Limitations)		

80%	<p>Class 4W are lands that require special management practices. The 'W' class indicates the occurrence of excess water during the growing period.</p> <p>Improvements are typically ditching to manage excess water.</p>	<p>Class 2 have minor limitations that require good ongoing management practices. The soils in Class 2 are deep, hold moisture well and can be managed and cropped with little difficulty.</p>
20%	<p>Class 5W are lands that require perennial forage crops or other specially adapted crops. The 'W' class indicates the occurrence of excess water during the growing period.</p> <p>Improvements are typically ditching to manage excess water.</p>	<p>Class 3WF are lands that require moderately intensive management practices.</p> <p>The 'W' class indicates occasional occurrence of excess water during the growing period causing minor crop damage, but no crop loss, or the occurrence of excess water during the winter months adversely affecting perennial crops.</p> <p>Improvements are typically ditching to manage excess water.</p> <p>The 'F' classification includes soils with moderate nutrient holding ability, high acidity or alkalinity and/or high levels of carbonates. Fertility status does not restrict the range of crops.</p> <p>Moderate, ongoing additions of fertilizer and/or other soil amendments are required to maintain productivity for a wide range of crops.</p>
0.2 hectares are 100% X		
100%	<p>Class X are considered to be adversely affected by two or more limitations, unfavourable for any agriculture.</p>	No improvements
0.1 hectares are class 4A (Droughtiness Limitations)		
100%	<p>Class 4A are lands that require special management practices. The 'A' class indicates the insufficient precipitation or low water holding capacity of the soil.</p> <p>Improvements are typically irrigation to improve soil moisture.</p>	<p>Class 3 are lands that require moderately intensive management practices.</p>



CITY OF KELOWNA
MEMORANDUM

Date: October 1, 2015
File No.: Z15-0045

To: Community Planning (TY)

From: Development Engineering Manager

Subject: 2075 KLO Rd - Revised

A1 to A1t

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

1. Domestic Water and Fire Protection

The subject property is currently serviced with a 25mm water service. The developer will need to determine the domestic and fire protection requirements of this proposed development. Only one service will be permitted for this development. The applicant will arrange for the disconnection of existing service and the installation of a new service. The disconnection of the existing small diameter water services and the tie-in of a larger new service can be provided by City forces at the developer's expense. One metered water service will supply the development. 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 Sergio Sartori, by email ssartori@kelowna.ca or phone, 250-469-8589.

This property is within the Water Specified Area #26 requiring a fee of \$3,799.45/EDU (equivalent dwelling unit) therefore for 10 RV pads the conversion is 4.0 EDUs. The required charges is $4.0 \times \$3,799.45 = \$15,197.80$.

2. Sanitary Sewer

Our records indicate that this property is currently serviced with a 100mm-diameter sanitary sewer service. Only one service will be permitted for this development. . 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 Sergio Sartori, by email ssartori@kelowna.ca or phone, 250-469-8589.

This property is within the Sewer Specified Area #26 requiring a fee of \$5,170.33/EDU (equivalent dwelling unit) therefore for 10 RV pads the conversion is 4.0 EDUs. The required charges is $4.0 \times \$5,170.33 = \$20,681.32$.

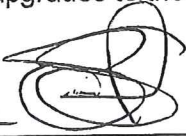
3. Development Permit and Site Related Issues

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

A sight line issue at the current driveway due to road curve as well as vegetation has been identified. With more, large, slow moving vehicles this could become a safety concern.

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.

For 

Steve Muenz, P. Eng.
Development Engineering Manager

SS

SUMMARY OF PROPOSED TEXT AMENDMENT
January 11, 2016

Zoning Bylaw No. 8000

Existing Text

Section 11 - Agricultural Zones

11.1.8(e) Maximum number of agri-tourist accommodation units permitted

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*See Section 11.1.8(g)							

Proposed Text

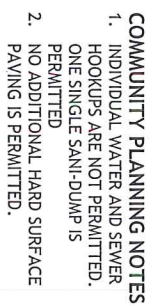
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This table 11.1.8(e) does not apply to Lot B District Lot 131 ODYD Plan 39954 (2075 KLO Rd), where a maximum of 10 agri-tourist accommodation units are permitted.



Land Capability = Brown/ Soil Class = Green

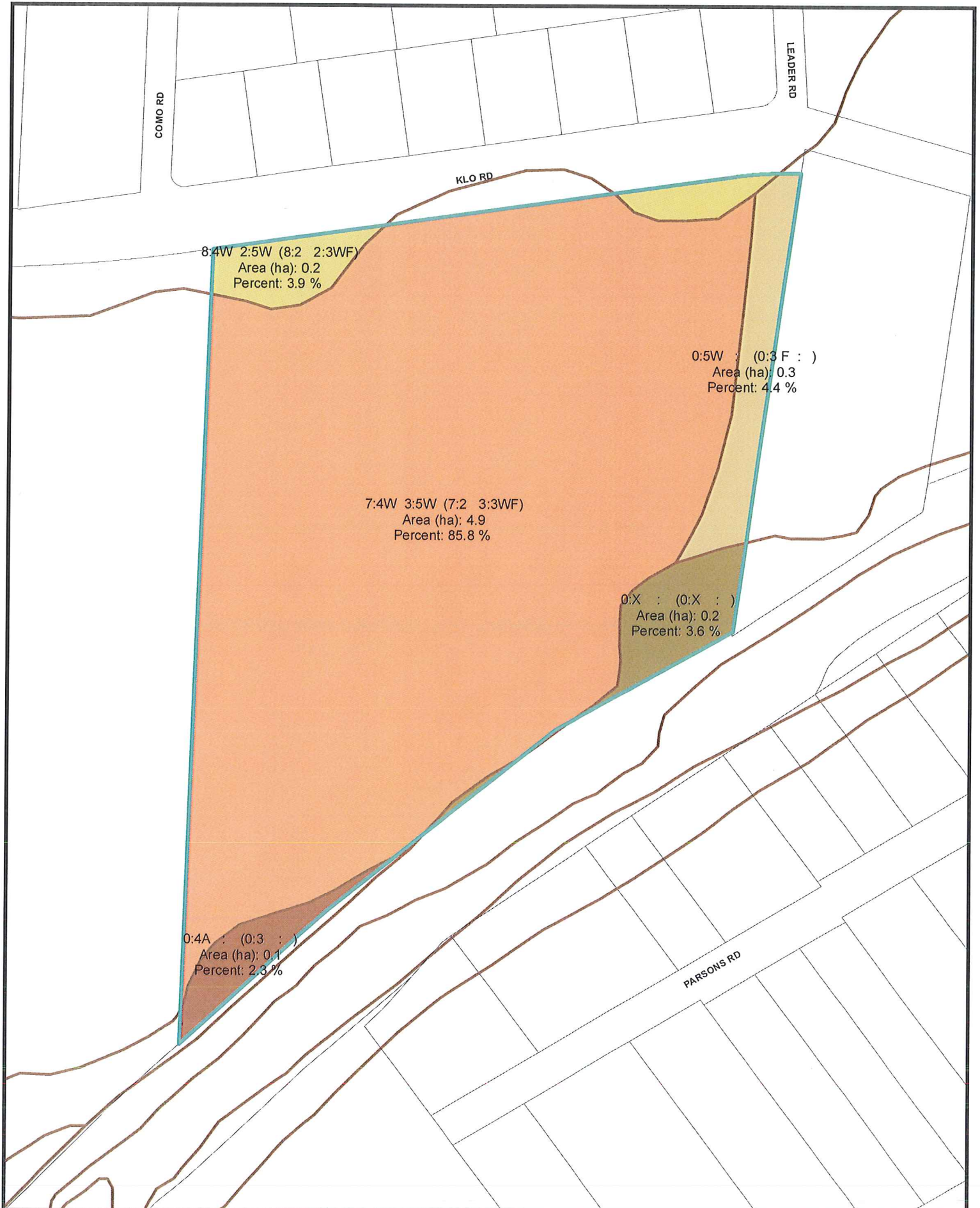


Soil Classification 2075 KLO Rd

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0.2 hectares are 100% MLD - Dykes		
100%	MLD -	Land: not considered to be "soil" Texture: gravel to large rock
0.1 hectares are 100% CN - Cameron Lake Soils		
100%	CN	Land: nearly level, very gentle sloping fluvial fan deposits. Texture: sandy loam or loamy sand textures. Drainage: imperfect to moderately pervious. Classification: Gleyed Regosol

Land Capability = Brown/ Soil Class = Green



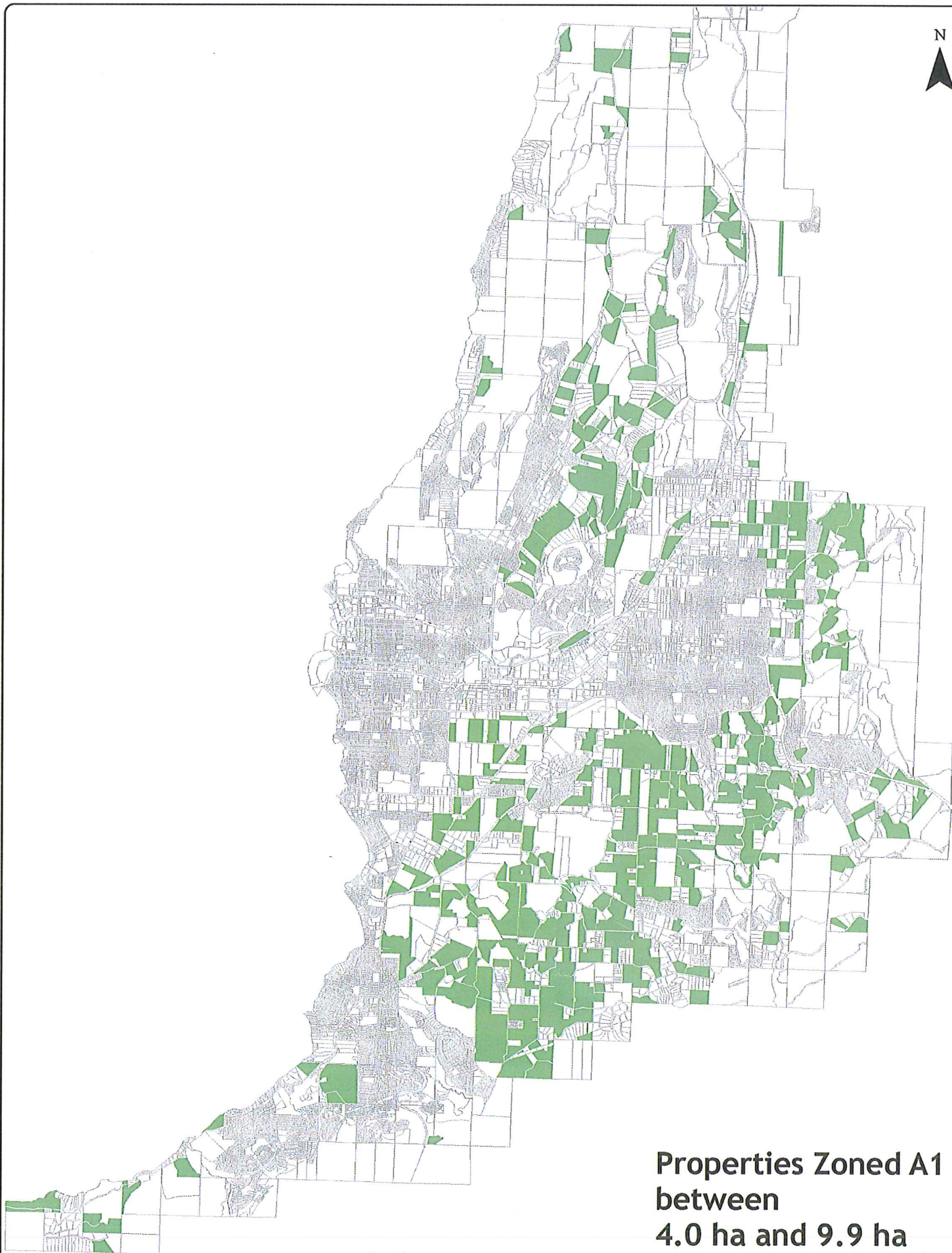
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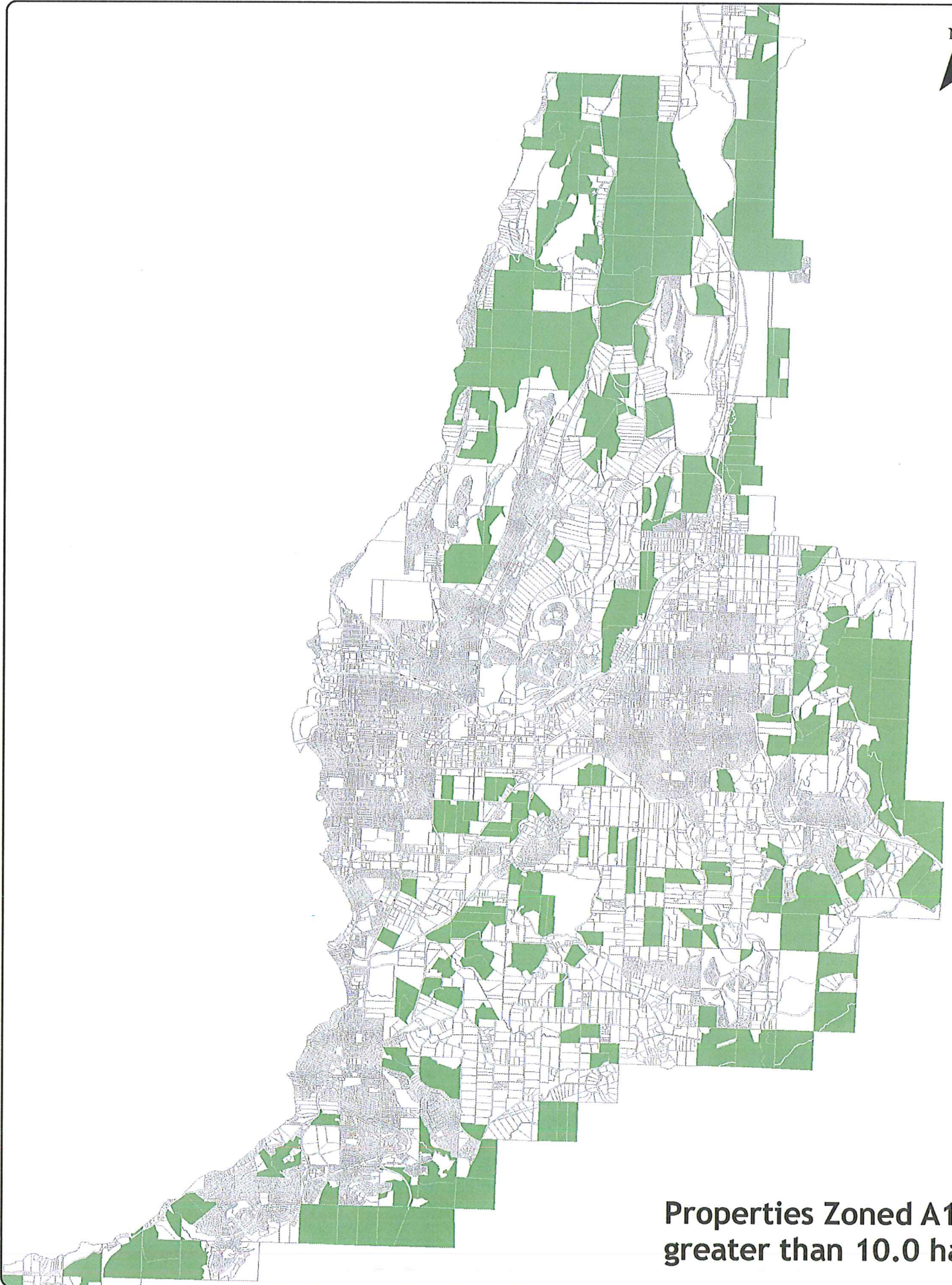
BCLI Land Capability 2075 KLO Rd

Portion of Site	Land Capability Rating, Unimproved	Land Capability Rating, With Improvements
4.9 hectares are 70% Class 4W (Excess Water Limitations) and 30% Class 5W (Excess Water limitations)		
70%	Class 4W are lands that require special management practices. The 'W' class indicates the occurrence of excess water during the growing period. Improvements are typically ditching to manage excess water.	Class 2 have minor limitations that require good ongoing management practices. The soils in Class 2 are deep, hold moisture well and can be managed and cropped with little difficulty.
30%	Class 5W are lands that require perennial forage crops or other specially adapted crops. The 'W' class indicates the occurrence of excess water during the growing period. Improvements are typically ditching to manage excess water.	Class 3WF are lands that require moderately intensive management practices. The 'W' class indicates occasional occurrence of excess water during the growing period causing minor crop damage, but no crop loss, or the occurrence of excess water during the winter months adversely affecting perennial crops. Improvements are typically ditching to manage excess water. The 'F' classification includes soils with moderate nutrient holding ability, high acidity or alkalinity and/or high levels of carbonates. Fertility status does not restrict the range of crops. Moderate, ongoing additions of fertilizer and/or other soil amendments are required to maintain productivity for a wide range of crops.
0.3 hectares are 100% Class 5W (Excess Water limitations)		
100%	Class 5W are lands that require perennial forage crops or other specially adapted crops. The 'W' class indicates the occurrence of excess water during the growing period. Improvements are typically ditching to manage excess water.	Class 3F are lands that require moderately intensive management practices. The 'F' classification includes soils with moderate nutrient holding ability, high acidity or alkalinity and/or high levels of carbonates. Fertility status does not restrict the range of crops. Moderate, ongoing additions of fertilizer and/or other soil amendments are required to maintain productivity for a wide range of crops.
0.2 hectares are 80% class 4W (Excess Water Limitations) & 20% class 5W (Excess Water Limitations)		

80%	<p>Class 4W are lands that require special management practices. The 'W' class indicates the occurrence of excess water during the growing period.</p> <p>Improvements are typically ditching to manage excess water.</p>	<p>Class 2 have minor limitations that require good ongoing management practices. The soils in Class 2 are deep, hold moisture well and can be managed and cropped with little difficulty.</p>
20%	<p>Class 5W are lands that require perennial forage crops or other specially adapted crops. The 'W' class indicates the occurrence of excess water during the growing period.</p> <p>Improvements are typically ditching to manage excess water.</p>	<p>Class 3WF are lands that require moderately intensive management practices.</p> <p>The 'W' class indicates occasional occurrence of excess water during the growing period causing minor crop damage, but no crop loss, or the occurrence of excess water during the winter months adversely affecting perennial crops.</p> <p>Improvements are typically ditching to manage excess water.</p> <p>The 'F' classification includes soils with moderate nutrient holding ability, high acidity or alkalinity and/or high levels of carbonates. Fertility status does not restrict the range of crops.</p> <p>Moderate, ongoing additions of fertilizer and/or other soil amendments are required to maintain productivity for a wide range of crops.</p>
0.2 hectares are 100% X		
100%	<p>Class X are considered to be adversely affected by two or more limitations, unfavourable for any agriculture.</p>	No improvements
0.1 hectares are class 4A (Droughtiness Limitations)		
100%	<p>Class 4A are lands that require special management practices. The 'A' class indicates the insufficient precipitation or low water holding capacity of the soil.</p> <p>Improvements are typically irrigation to improve soil moisture.</p>	<p>Class 3 are lands that require moderately intensive management practices.</p>



N



**Properties Zoned A1
greater than 10.0 ha**

Executive Summary
Rezoning Application for Agri-tourist Accommodation
Z15-0045&TA15-0010 Applicant: Linttell Family

Rezone: A1-Agriculture 1 Zone to the A1t- Agriculture with Agri-tourist Accommodation Zone for Lot B District Lot 131 ODYD Plan 39954, located at 2075 KLO Road, Kelowna. Parcel is 5.762 hectares.

This site, with its proximity to tourist amenities, its outdoor natural setting, the agri-tourist farm enhancements and the addition of ten much needed first-class RV sites in Kelowna, should qualify as an ideal A1t land parcel that demonstrates how RV Sites can be added with low impact to the land, least suited to agriculture and increased farm production on the best land.

Rezoning would be in compliance with ALC regulations and City Bylaws with the exception of one Site Specific Text Amendment and one Variance.

- 1.) Add 5 more sites to be an economically viable operation within ALC regulations.
- 2.) Allow the location of the RV site to be greater than 30m from main road and/or primary residence due to existing home plating layout.

Considerations for Rezoning:

- Demand greatly exceeds supply for RV sites in Kelowna area.
- RV sites would not exceed 5% of the total property as per ALC regulations.
- Development would be compatible with existing adjacent land use.
- Neighbours approve the Rezoning Application.
- Optimal location on a bus route, adjacent to the greenway and golf courses, with H₂O Center, market gardens, retail services, wineries and beach nearby.
- RV site exceeds buffering in all directions with no negative visual or noise impact.
- Secure, quiet, set back from traffic, surrounded by a natural and farm environment.
- Existing one point access off KLO Road. Existing farm road to be extended to RV site.
- City domestic water and sanitary sewer to be extended for full service RV hook-ups.
- Apiary, market garden and chicken farming enhance and intensify the current extent of the farm production with more diverse agricultural use while adding Agri-tourism potential.
- A1t use is subordinate / secondary to the primary agriculture in area and income.
- Creating a first class inspected Tourism BC Approved Accommodation.
- Target high-end RV motor home market. No tenters, long-term renters or squatters.
- Proposed budget to create first class RV tourist facility is approximately \$150,000 plus the utility costs which cannot be ratified until all engineering is complete.
- Surrounded and encroached by development, the ALR landowner needs to be able to diversify with an acceptably approved agricultural and agri-tourism strategy.
- **To be economically viable, the ten approved sites are necessary.**
- **Approval in 2015 allows for winter start of RV site infrastructure and spring soil preparation and planting.**



Kelly Berringer,
Field Services,
BC Tree Fruit Cooperative

02/11/15

Orchard Feasibility Assessment 2075 KLO Road

Attention Tyler Lintell:

BC Tree Fruits works with newly planted and established commercial orchardists to improve horticultural practices our member orchards.

Having viewed your property in conjunction with your Agri-tourism Proposal for a small orchard on your property at 2075 KLO Road, I offer the following assessment, considerations and answers to the questions raised in our discussion.

1. **Soils Classification:** The Class 4 and 5 soils comprising your land parcel would support fruit growing, if all other conditions were favorable.
2. **Climate:** The entire parcel is low-lying land adjacent Mission Creek which is part of a microclimate that tends to draw cooler air down the creek valley. Stone fruits therefore would not be suitable orchard as spring blossoms would likely be frost-damaged. The fruit best suited to this cooler low-lying land would be pears or apples on a larger rootstock at a medium density planting.
3. **Considerations for a Pear Orchard:**
Pears reach maturity in 8-10 years; successful pear plantings pay themselves off year 9-10.
4. **Commercial Viability:**
For commercial / contract viability, an orchard should be at least 4 acres of one commodity. An orchard is labor intensive and requires a major investment in equipment: orchard tractor, sprayer, ladders, bins and a storage facility (if you will be marketing your own produce). The investment in planting a modern higher density orchard is substantial, averaging \$20,000 per acre.
5. **Orchard Proximity to Livestock and Poultry:**
Both livestock and poultry should be removed from an area while pesticides are applied. All conventional and organic pesticides indicate a safe timeframe for re-entry after applications.



WAY MORE
THAN DELICIOUS.

6. Livestock Interface:

If you are planning on selling your produce commercially you will need to be certified by a food safety program. Different programs have different regulations about grazing livestock within a productive orchard and how long livestock can be present in the orchard before harvest. You should contact Canada GAP and/or Global GAP and if you are thinking about organic production contact The Certified Organics Association of BC as well as The Pacific Agriculture Certification Society. Also note that the organic regulations are being reviewed this calendar year.

7. Additional Considerations:

Your site would be best suited to a modern commercial pear orchard; if you are not prepared for the investment then you may wish to look at a market garden. A valuable information source for a new grower is The Young Agrarians Association.

It is my opinion that you could have a successful pear orchard on your property but you must be willing to invest both time and money. It is possible for you to increase your agricultural productivity sooner with a market garden but I would seek out the advice of a professional in that area.

I trust this is the information you need for presentation to the City of Kelowna Agricultural Advisory Committee.


Kelly Berringer, BSc. AAg.

John Hofer, Owner/Operator
Wise Earth Farm
2071 Fisher Road
Kelowna, B.C. V1W 2H4

November 11, 2015

Agricultural Partnership for 2016

Attention Tyler Linttell:

As follow up to our meeting yesterday, I should like to confirm that Wise Earth Farm will partner with you beginning in the 2016 farm year to commence sustainable agriculture on your property (2075 KLO Road) across the road from our farm.

It is our intention to establish bio-intensive farming on both the 0.3 acre cultivated piece on the front of the property and the soon to be worked 7 acre piece to the south and west.

The far back south corner of the property which is too shaded and not suitable for a vegetable garden will be excluded from the cultivated area and be used by you.

As discussed, the large parcel should be ploughed, disked and roto-tilled by spring at which time we will commence soil enrichment and weed control for the 2016 season. A forty-foot perimeter strip will remain in grass as preparation for raspberry and blackberry planting. The berries can be planted this coming spring and we will most likely be planting corn, winter squash, broccoli on the large area as a first year crop with the intention to grow high density in the future years, the same as we are currently doing across the road.

We confirmed that water for irrigation is available and we are most definitely interested in using the bottom-fed pond as a non-chlorinated water source for our organic crops.

Our farm is as much of a closed loop farming system as we can manage so there will be no trash disposal required on your site, but we can work with you on a collective compost operation.

The proximity of your land to our existing farm plot is ideal. We know the soil capability in this area and are excited to move forward with you in this venture.

I understand that you need this letter to go forward to the Agricultural Advisory Committee on Thursday for your approvals. Good Luck with that.

Any inquiries into our operation can be seen at wiseearthfarm.com, or call me at 250 869 6539

Sincerely,

John Hofer



Mark McPhail
Beekeeper
McPhail Enterprises
680 Elm Rd.
Kelowna, BC V1W 1T8
250-718-3028

October 15, 2015

Introductory Apiary at 2075 KLO Road

Attention Tyler Linttell:

As follow up to our site meeting yesterday, I hereby confirm our intention to place eight colonies of bees on your property at 2075 KLO Road in the spring of 2016. This will occur at the end of April subject to weather conditions.

The site is ideal for an apiary with a) the existing and proposed agriculture to serve as foraging habitat, b) the existing water feature pond and the nearby Mission Creek providing the necessary fresh water source. We will enclose the hives with adequate fencing to prevent any possible damage by wildlife. There should be no interface problems between the bees and people. Before placement, we can together determine the exact location for the hives giving consideration to the RVs, the home site, neighbouring properties and of course the ideal bee habitat. As discussed, we will evaluate the first year operation before adding additional colonies; but given what I saw yesterday, everything looks very promising.

Thank you for this opportunity. I look forward to working with you.

McPhail Enterprises,

Mark McPhail

A handwritten signature in dark ink, appearing to read 'Mark McPhail', with a long horizontal line extending to the right.

Anne Dyck
1979 KLO Road
Kelowna, BC
V1W 2H8
250-861-8456

August 5, 2015

City of Kelowna
1435 Water Street
Kelowna, BC
V1Y 1J4
250-469-8500

To Whom It May Concern:

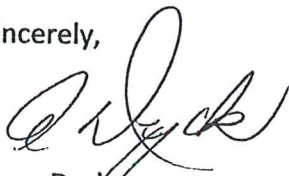
RE: Rezoning Application for Agri-tourism Accommodation
Applicant: Eva Linttell (Scott & Tyler Linttell)

The Linttell family has been a good neighbour of mine for the past 12 years and they have shared with me their intentions to rezone their property from A1-Agriculture to A1t- Agriculture with Agri-tourism Accommodation for their property located at 2075 KLO Road, Kelowna, BC. Their property borders my property to the east.

I have reviewed their proposal and agri-tourism site plan. They are asking for a variance to allow five more RV sites for a total of 10. These extra RV sites are needed in order to be an economically viable agri-tourism operation. They are also asking to allow the location of the RV sites to be greater than 30 m from KLO road. I am writing this letter to give my support for both of these variances.

I give my full endorsement to this project as I know Eva, Scott and Tyler Linttell will ensure a first class operation. If you have any questions or concerns, please don't hesitate to contact me. I can be reached at 250-861-8456.

Sincerely,



Anne Dyck

Paul & Natalie Robinson
2085B KLO Road
Kelowna, BC
V1W 2H9

August 6, 2015

City of Kelowna
1435 Water Street
Kelowna, BC
V1Y 1J4
250-469-8500

To Whom It May Concern:

RE: Rezoning of Lintell Farm at 2075 KLO Road

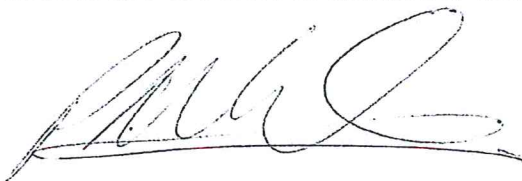
The Lintell farm borders our property to the west. We have enjoyed a good relationship for the past 11 years as neighbours. They have recently submitted application to the City of Kelowna to rezone their property from A1 to A1t in the hopes of being allowed to build 10 RV sites as part of the Agricultural Tourism proposal. We have discussed and viewed the plan proposed and feel the variance requested to increase the RV sites from 5 to 10 is needed in order to encourage the increase in agriculture on their property. Without 10 RV sites, the plan is not viable.

We are writing this letter to the City of Kelowna to offer our support of the proposed 10 RV sites as well as to allow the RV sites to be located at the back of their property rather than within 30 m of KLO road, as this is a better location for everyone involved.

We feel confident that Scott and Eva (with the assistance of their son, Tyler) will ensure the project be completed well with the least amount of disruption to their farm and their neighbours.

We can be reached at 250-860-1558 to discuss our view of this proposal.

Sincerely,

A handwritten signature in black ink, appearing to read 'Paul Robinson', with a horizontal line drawn underneath it.

Paul Robinson

MARTIN COLLINS

From: Martin.Collins@gov.bc.ca
To: tylerlntell@hotmail.com
Subject: RE: Meeting Request
Date: Mon, 14 Sep 2015 22:28:41 +0000
No it does not.

M.

From: tyler lntell [<mailto:tylerlntell@hotmail.com>]
Sent: Monday, September 14, 2015 3:27 PM
To: Collins, Martin J ALC:EX
Cc: Eva Lntell; ICE2 Scott Lntell
Subject: Re: Meeting Request

Hi Martin,

Does the ALC legislation require that a farm must produce more in agricultural revenue than it is projected to make in RV revenue before RV sites can be allowed?

Tyler

Sent from my iPhone

2015-11-11

MARTIN COLLINS

Tyler

Sent from my iPhone

On Sep 14, 2015, at 4:07 PM, Collins, Martin J ALC:EX <Martin.Collins@gov.bc.ca> wrote:

I don't believe so, provided you are also compliant with the local government regulations. I know that Kelowna has a minimum parcel size for agri-tourist accommodation. The most restrictive rule applies. If the local government has regulations that are more restrictive than ALR regulations for permitted non-farm uses, these supercede the ALC's restrictions.

I don't know if any other local governments have more restrictive regulations about agri-tourist accommodations.

Regards

Martin Collins
Regional Planner
Agricultural Land Commission
#133 4940 Canada Way
Burnaby, BC, V5G 4K6
martin.collins@gov.bc.ca
604-660-7021

From: tyler lintell [<mailto:tylerlintell@hotmail.com>]
Sent: Monday, September 14, 2015 4:02 PM
To: Collins, Martin J ALC:EX
Subject: RE: Meeting Request

Also,

To our understanding, as long as we maintain farm status, use no more than 5% of the parcel for RV sites and have no more than 10 RV sites, we are in compliance and would likely be supported by the ALC. Have I missed anything?

Thanks,
Tyler

From: Martin.Collins@gov.bc.ca
To: tylerlintell@hotmail.com
Subject: RE: Meeting Request
Date: Mon, 14 Sep 2015 22:28:41 +0000
No it does not.

M.

From: tyler lintell [<mailto:tylerlintell@hotmail.com>]
Sent: Monday, September 14, 2015 3:27 PM

2015-11-11



British Columbia
Lodging and
Campgrounds
Association

Suite 209, 3003 St. John's Street, Port Moody, BC V3H 2C4
Phone: 778-383-1037 Fax: 604.945.7606
Toll Free: 1.888.923.4678
Info@bclca.com www.travel-british-columbia.com

September 8, 2015

Colleen Lintell, C.C.I.D.
Lintell Projects Inc.
Kelowna, B.C. Email: clinttell@shaw.ca

Dear Ms. Lintell:

I understand that you are proposing to build a 10 site RV Park on agricultural land and are compliant with permitted use in the ALR, but not in compliant with all City of Kelowna regulations for an RV Park as they require one unit per hectare in the bylaw. As you probably know, a hectare is 100 square meters and campgrounds developed on private land typically would have densities of 10 or more RV sites in that space. This allows for roads and landscaping. The one unit per hectare seems extremely restrictive and is not economically workable from a private campground operator's perspective.

I can confirm that BC Lodging and Campgrounds Association has been monitoring the decrease in the number of RV Parks offering overnight RV campsites in the province of BC for various reasons as outlined in the report entitled "Recommendations for Recreation Vehicle Park Development in British Columbia". The report co-chaired by the BC Lodging and Campgrounds Association Executive Director, Joss Penny, discusses the need to develop and expand RV Parks.

At the same time Destination BC's marketing budget has doubled since the report was published and there has been an increase, at municipal levels, in the collection of the additional 2% and now up to 3% Municipal Hotel Room Tax to market destinations. The Premier of British Columbia and municipal councils are obviously looking to grow tourism, yet RV Parks, an important product sector, are still declining.

The Canadian Camping and RV Council 2015 Economic Study shows that in 2014 there were 662,260 adult campers in British Columbia and that the GDP for BC was \$606 million. Go RVing Canada research shows:

- 14% of Canadian households own an RV
- There are over 1,000,000 RVs on the road in Canada
- 67% of RV owners are under the age of 55.
- 40% of RV families have children

British Columbians have a higher RV ownership at 17%. Overall, about 45% of all camping in the province utilize RV's (as opposed to tents). The problem here is that demand is not decreasing but overnight supply is declining.

"Working Together For Your Success"



**British Columbia
Lodging and
Campgrounds
Association**

Suite 209, 3003 St. John's Street, Port Moody, BC V3H 2C4
Phone: 604.945.7676 Fax: 604.945.7606
Toll Free: 1.888.923.4678
Info@bclca.com www.travel-british-columbia.com

Municipalities marketing themselves as destinations need to ensure that they have the right mix of accommodation. Declining RV spaces create a problem in that RVers are forced to move on to a more RV friendly locale or to camp in shopping malls or parking lots (this creates no tax revenue, no additional employment and a dubious camping experience for the RVer).

So why are RV Parks disappearing? In short, land values have increased, creating pressure on owners to sell and redevelop. The decision to sell is in part due to property tax increases outstripping the ability to increase overnight camping rates to meet revenue needs and in part due to developers targeting campgrounds located in prime areas to satisfy condo or bare strata development fueled by a growing number of investors.

The BC Lodging and Campgrounds Association supports keeping RV Parks engaged in the tourism industry by providing a mix of overnight campsites, seasonal stays and long term rentals. As such we are working with the existing operators and new RV Park developers to try and make RV Parks more profitable so that the resource remains. Some of the solutions require the support of municipalities through initiatives such as:

- Removing restrictions on length of continuous stay
- Enforcing "no overnight parking" bylaws
- Allowing the expansion of existing campgrounds to include overnight and seasonal RV campsites
- Supporting existing campgrounds through revitalization tax exemptions
- Allowing the supply of new overnight RV campsites through new development

In closing, please feel free to share this letter, the contents of the report and voice our support for the development of new RV campsites that enhance our tourism product throughout the province.

Yours truly,

Jim Humphrey
President

Enc.

"Working Together For Your Success"



CANADIAN CAMPING
AND RV COUNCIL
CONSEIL CANADIEN DU
CAMPING ET DU VR

som

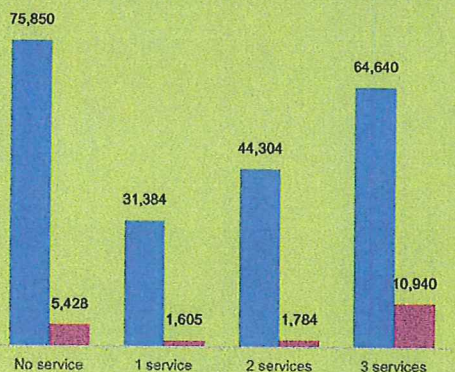
WSP

CAMPING INDUSTRY PORTRAIT IN CANADA AND BRITISH COLUMBIA

CAMPGROUND MARKET



Total number of campsites
by level of service for overnight campers



■ Canada ■ BC (public campgrounds not included)

Most common infrastructure in
campgrounds

	Canada (%)	BC (%)
Children's playground	78	54↓
Community shelter	64	44↓
Snack bar/Convenience store	49	44
Beach	43	31↓
Basketball court	29	13↓
Pool	28	12↓

↓ British Columbia
campgrounds
stand out with less
infrastructure.

Most requested new services in Canadian campgrounds



Wireless
Internet



Pool and
water play area



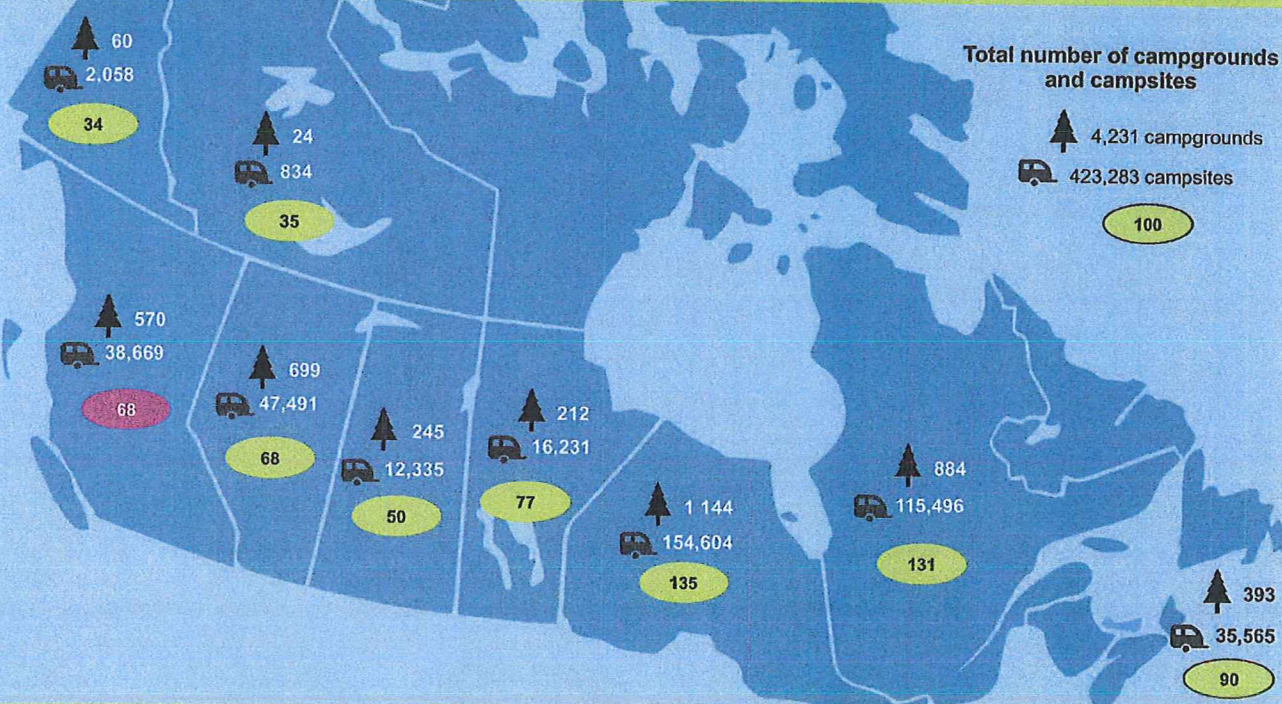
Upgraded
electrical grid



Addition or renovation
of comfort stations

Total number of campgrounds
and campsites

4,231 campgrounds
423,283 campsites
100



Campgrounds



Campsites

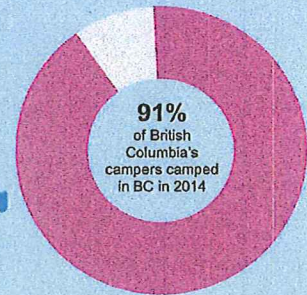
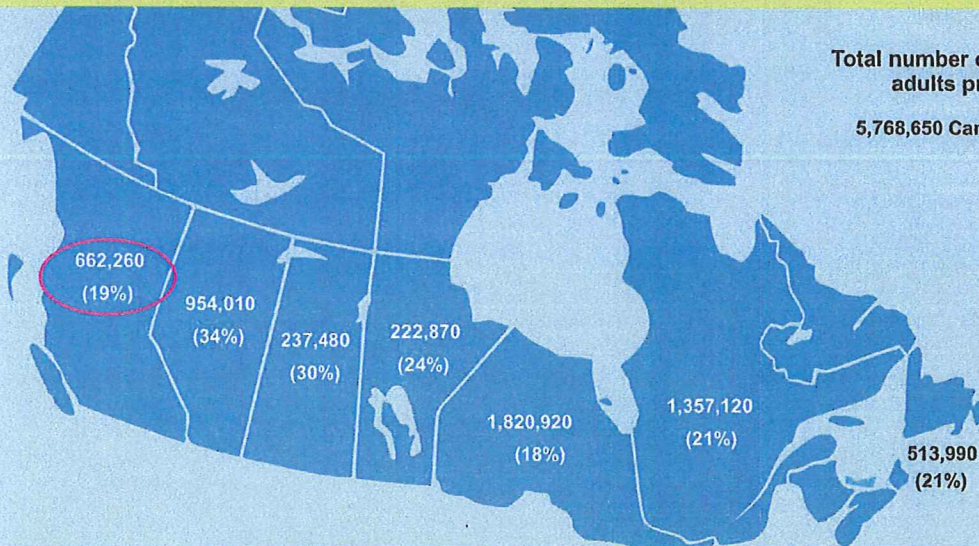
68

Average number of campsites per campground

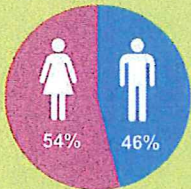
CAMPER MARKET

Total number of campers and rates of adults practicing camping

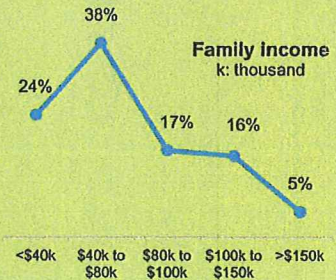
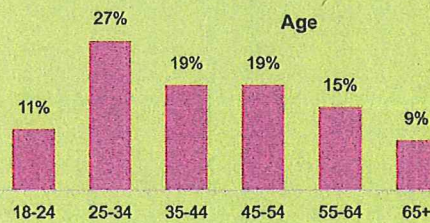
5,768,650 Canadian campers (22%)



Canadian camper profile



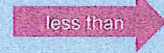
Gender



4 camping trips per year on average



3 different campgrounds on average



300 km from home (73%)

Why do Canadians camp?

Independence
Enjoying nature
Freedom sensation
Vacation, rest
Social aspect
Costs
Discovering a region

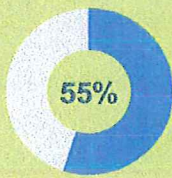
Type of campground visited in 2014



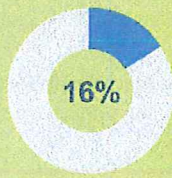
Most popular camping activities



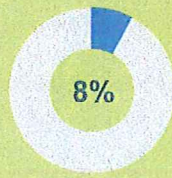
Type of equipment mostly used in 2014 by Canadian campers



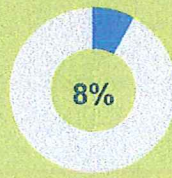
Tent
(55% in BC)



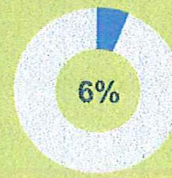
Trailer
(9% in BC)



Tent-trailer
(6% in BC)



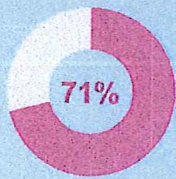
Fifth wheel
(9% in BC)



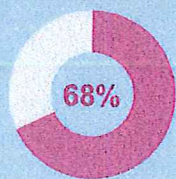
Motorhome
(11% in BC)

CAMPER MARKET

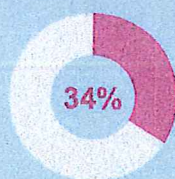
Services Canadian campers expect directly on their campsite



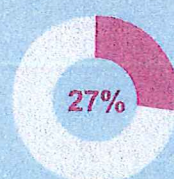
Drinkable water
(81% in BC)



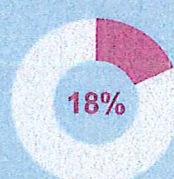
Electricity
(76% in BC)



Sewer
(40% in BC)

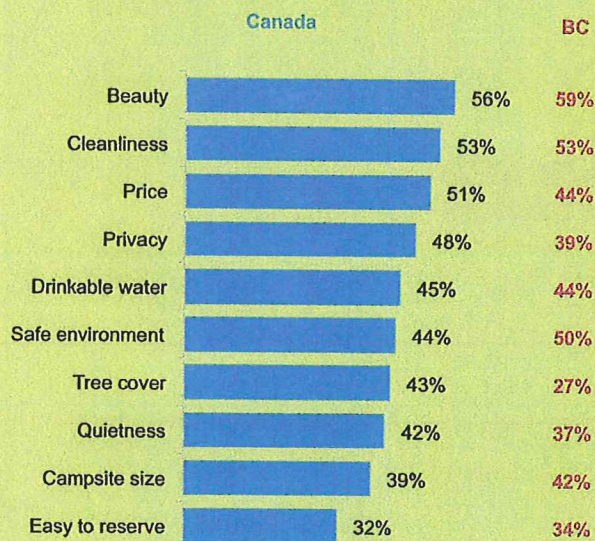


Wi-Fi
(43% in BC)



None
(13% in BC)

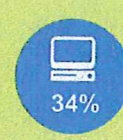
10 most important criteria used to select a campground



Preferred channels for making reservations



Telephone
(39% in BC)

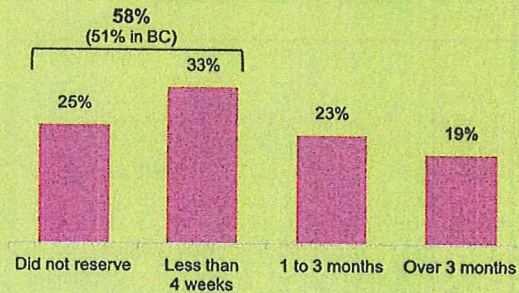


Campground website
(49% in BC)

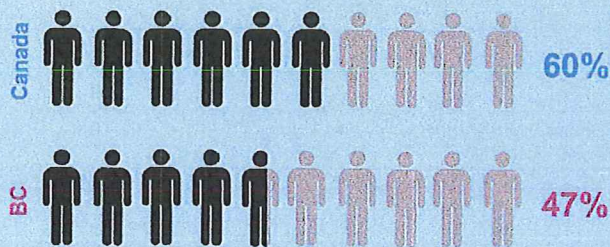


Email
(8% in BC)

Timelines for reservation



Using the web to plan a stay



For how many more years do you think
you will be camping?
Average in years

21.4 **19.0**
Canada BC

Type of website used to select a campground

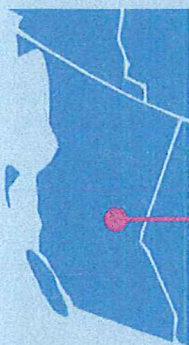
	Canada (%)	BC (%)
Provincial park	57	77
Federal park	30	18
Campground directories other than PCA	22	12
Provincial campground association (PCA)	19	21
TripAdvisor	13	30
Social media	6	13
Campground website	2	5
Search engine	1	2
None	8	2

\$ ECONOMIC IMPACT

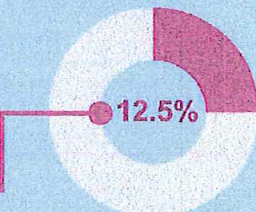
Indicators*	RV Retail	RV Manufacturing	Travel Expenditures	Other expenses	Total Canada
Initial Expenditures Campers direct and indirect expenses, RV dealers' profit margin, RV manufacturing sales.	762 M\$	310 M\$	2.0 G\$	848 M\$	3.9 G\$
Gross Output Gross expenses of all product and service providers, expenses incurred due to increase of economic activity.	1.6 G\$	638 M\$	4.0 G\$	1.8 G\$	8.1 G\$
Wages and Salaries Workforce salaries and social benefits.	645 M\$	265 M\$	1.4 G\$	633 M\$	2.9 G\$
Jobs Total number of employees, based on a full time week of 40 hours over a one year period (FTE).	11,550	3,290	31,800	13,780	60,420
Tax Income Sales taxes and income taxes.	233 M\$	61 M\$	501 M\$	241 M\$	1.0 G\$
GDP Basic Price	977 M\$	264 M\$	2.4 G\$	1.0 G\$	4.7 G\$

*Numbers were rounded.

M : Million – G : Billion



Indicators	BC
Initial Expenditures	\$492M
Gross Output	\$1.0G
Wages and Salaries	\$351M
Jobs	7,524
Tax Income	\$137M
GDP Basic Price	\$606M



British Columbia provides 12.5% of the Canadian camping industry jobs.

« In BC, the camping industry contributes around \$600 million dollars to the GDP. »

METHODOLOGY

Campground Market

- Campground census based on available data (Provincial campground associations database, provincial tourism guides, online campground directories).
- Telephone survey with owners and managers of 498 privately owned campgrounds, not-for-profit campgrounds and campgrounds owned by municipalities.
- Email survey with Parks Canada, provincial agencies and provincial government ministries that manage publicly owned campgrounds.

Camper Market

- Canada-wide web panel survey with 1,047 campers.

Economic Impact

- Camper survey data.
- Statistics Canada data (RV sales and manufacturer revenues).
- Economic impact analysis based on the Statistics Canada Input/Output model.

BACKGROUND



www.ccrvc.ca

The Canadian Camping and RV Council (CCRVC) represents the Canadian RV Manufacturers Association (CRVA), the RV Dealers Association of Canada (RVDA of Canada) and provincial campground owners' associations in Canada. CCRVC's mission is to support Canada's camping and RV industries, foster projects that enhance the camping experience for Canadian and international visitors and work with federal decision makers to ensure a thriving Canadian tourism sector. The economic impact study, sponsored by CCRVC, will be made available at www.ccrvc.ca.

SOM is a market research company, specializing in data collection and analysis. SOM was responsible for coordinating the study, collecting data and analyzing campground and camper surveys.

WSP is an international consulting group. In this study WSP was responsible for the estimation of the economic impact of the Canadian camping industry.

REPORT TO COUNCIL



Date: January 11, 2016

RIM No. 0940-00

To: City Manager

From: Community Planning Department (LK)

Application: Z15-0047

Owner: 1009440 BC Ltd.

Address: 260 Davie Road

Applicant: Novation Design Studio

Subject: Rezoning

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

Existing Zone: RU1 - Large Lot Housing

Proposed Zone: RU6 - Two Dwelling Housing

1.0 Recommendation

THAT Council waives the requirement for a Development Permit to be considered in conjunction with Final Adoption of Rezoning Bylaw No. 11164;

AND THAT Final Adoption of Rezoning Bylaw No. 11164 be considered by Council.

2.0 Purpose

To waive the requirement for a Development Permit for Rezoning Bylaw No. 11164, and to forward the Bylaw for adoption.

3.0 Community Planning

Rezoning Bylaw No. 11164 to rezone the subject property from the RU1 - Large Lot Housing to the RU6 - Two Dwelling Housing zone received second and third readings on December 1, 2015. Final adoption of the Bylaw was withheld pending Council consideration and approval of the Development Permit.

The proposed development to add a second Single Detached Dwelling to the subject parcel meets all of the Zoning Bylaw requirements. Development Permits to add a second dwelling on an RU6 - Two Dwelling Housing zoned parcel do not require Council approval, as such, this Development Permit would be reviewed and approved at a Manager level.

Report prepared by:

Lydia Korolchuk, Planner

Reviewed by:

☐

Terry Barton, Urban Planning Manager

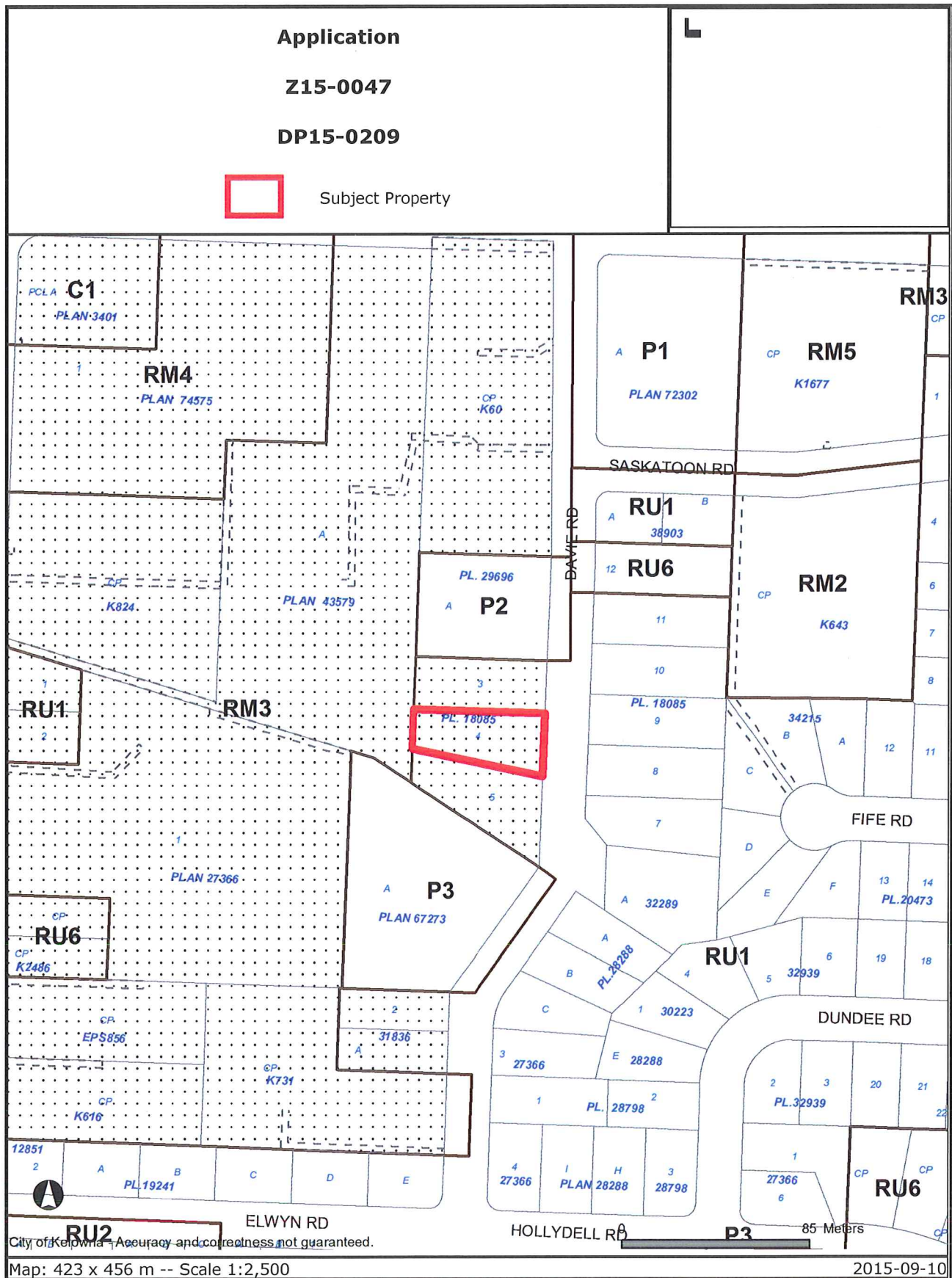
Approved for Inclusion:

☐

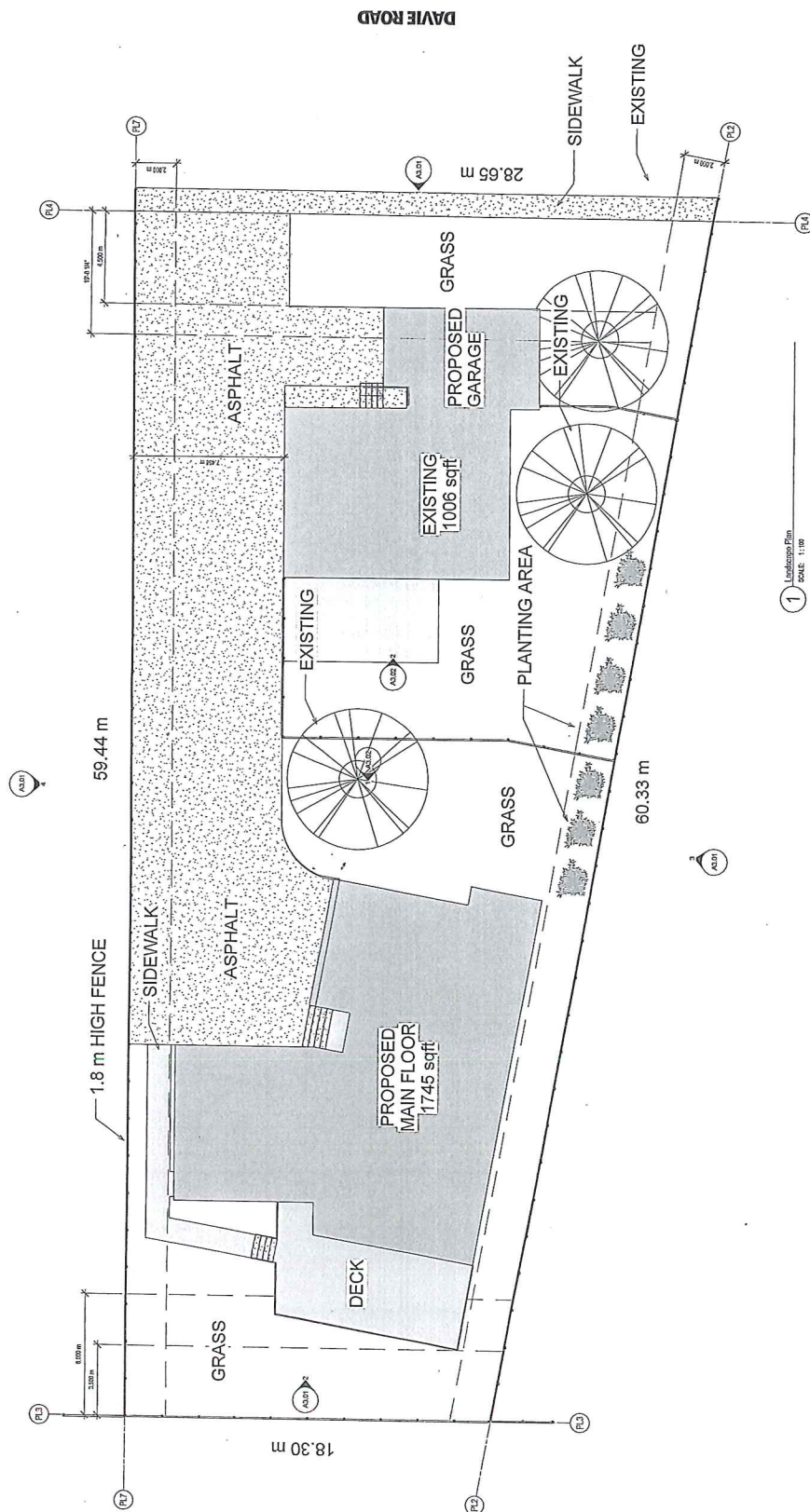
Ryan Smith, Community Planning Department Manager

Attachments:

Attachment A: Site Plan
Report to Council November 9, 2015



Certain layers such as lots, zoning and dp areas are updated bi-weekly. This map is for general information only.
The City of Kelowna does not guarantee its accuracy. All information should be verified.



REPORT TO COUNCIL



Date: November 09, 2015

RIM No. 1250-30

To: City Manager

From: Community Planning Department (LK)

Application: Z15-0047 **Owner:** 1009440 BC Ltd.

Address: 260 Davie Road **Applicant:** Novation Design Studio

Subject: Rezoning Application

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

Existing Zone: RU1 - Large Lot Housing

Proposed Zone: RU6 - Two Dwelling Housing

1.0 Recommendation

THAT Rezoning Application No. Z15-0047 to amend the City of Kelowna Zoning Bylaw No. 8000 by changing the zoning classification of Lot 4 Section 22 Township 26 ODYD Plan 18085, located at 260 Davie Road, Kelowna, BC from the RU1 - Large Lot Housing zone to the RU6 - Two Dwelling Housing zone, be considered by Council;

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

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

2.0 Purpose

To rezone the subject property to facilitate the development of a second dwelling on the subject parcel.

3.0 Community Planning

Community Planning Staff supports the proposed rezoning application to allow the construction of a second dwelling on the subject property. The MRL - Multiple Unit Residential (Low Density) land use designation within the OCP Future Land Use map permits the proposed RU6 - Two Dwelling Housing zone. Currently the adjacent parcels contain a mix of single family and multi-residential dwellings. The proposed two dwelling housing use is consistent with the Official Community Plan (OCP) Future Land Use designation policy objectives for Sensitive Infill and Compact Urban Form.

OCP Intensive Residential Guidelines:

- Design projects to reflect the character of the neighbourhood and the principal building through similar architectural and landscaping themes (i.e. respecting building setbacks, height massing, scale, articulated rooflines, building materials, etc.)
- Design and finish buildings to complement and enhance the principal dwelling (upgrades to the principal dwelling would be required to achieve visual consistency).
- Retain existing, healthy, mature trees and vegetation both on site and adjacent to the street.
- Minimize the amount of impervious paved surfaces (i.e. shared driveways between two dwellings).

Council Policy No. 367 with respect to public consultation was undertaken by the applicant. All adjacent neighbours within a 50m radius were provided with a circulation package in regards to the proposed development.

4.0 Proposal

4.1 Project Description

The subject parcel has an existing 1½ storey single detached dwelling which was constructed in 1970. The single car attached garage will be removed to allow for shared driveway access for both dwellings. A new single car garage with side entry will be added to the front of the existing dwelling. This will provide articulation to the front elevation and utilize a portion of the large front yard area while maintaining the required front yard setback area. The exterior façade will be updated to match the proposed second dwelling.

The new single detached dwelling has been designed and sited on the parcel to meet all Zoning Bylaw requirements and many OCP guidelines. The new dwelling is a single storey rancher with a building height and roof slope very similar to the existing house. The proposed dwelling will fit into the context of the subject parcel and the neighbourhood.

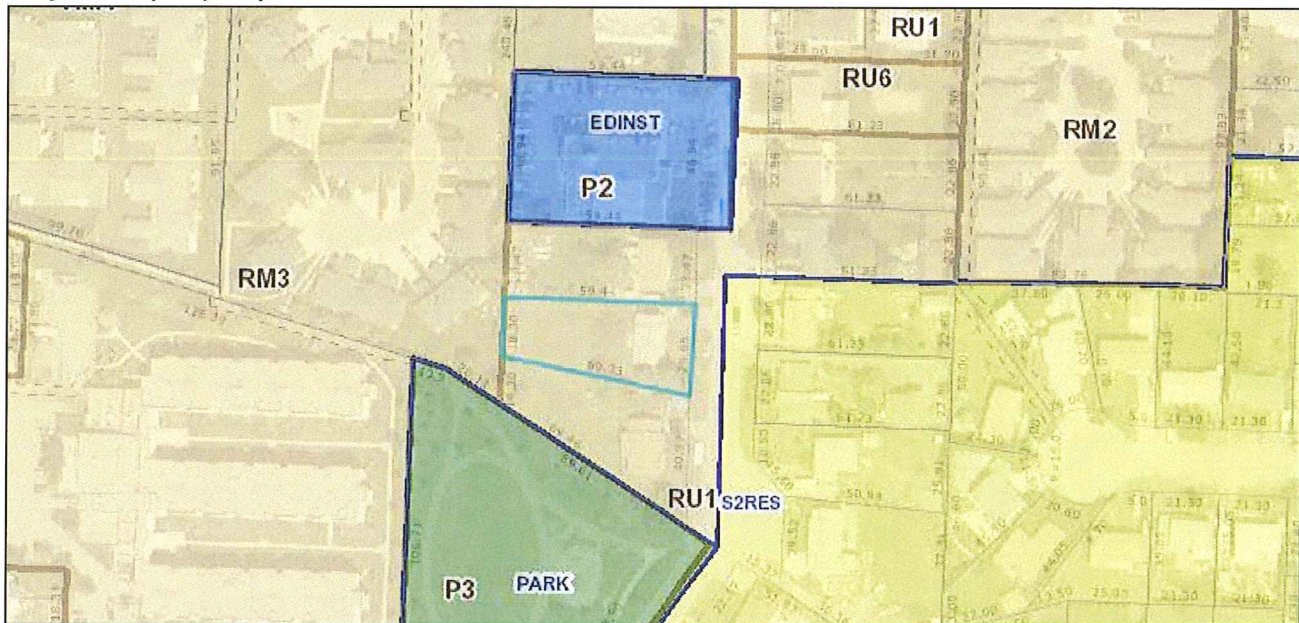
By having a shared driveway access along the north side of the parcel the impervious paved surfaces are minimized, the existing mature trees on the south side of the parcel will be retained, and the amount of front yard landscaping is maximized helps to create an attractive streetscape along Davie Road.

4.2 Site Context

Adjacent land uses are as follows:

Orientation	Zoning	Land Use
North	RU1 - Large Lot Housing P2 - Education and Minor Institutional	Single Family Dwelling Religious Assembly/ Community Hall
East	RU1 - Large Lot Housing	Single Family Dwelling
South	RU1 - Large Lot Housing P3 - Parks and Open Space	Single Family Dwelling Davie Park
West	RM3 - Low Density Multiple Housing	Multi-Family Row housing

Subject Property Map: 260 Davie Road



4.3 Zoning Analysis Table

Zoning Analysis Table		
CRITERIA	RU6 ZONE REQUIREMENTS	PROPOSAL
Existing Lot/Subdivision Regulations		
Minimum Lot Area	700 m ²	1391 m ²
Minimum Lot Width	18 m	23.48 m
Minimum Lot Depth	30 m	59.44 m
Development Regulations		
Maximum Site Coverage (buildings)	40%	25.2%
Maximum Site Coverage (buildings, driveways and parking)	50%	50%
Maximum Height (lessor of)	9.5 m or 2 ½ stories	4.56 m
Minimum Front Yard	4.5 m	4.5 m to garage addition
Minimum Side Yard (south)	2.0 m	2.3 m
Minimum Side Yard (north)	2.0 m	2.28 m
Minimum Rear Yard	6.0 m	6.0 m
Minimum Distance Between Dwellings	4.5 m	14.8 m
Other Regulations		
Minimum Parking Requirements	2 stalls / dwelling	2 stalls / dwelling
Minimum Private Open Space	30 m ²	30 m ²

5.0 Current Development Policies

5.1 Kelowna Official Community Plan (OCP)

DEVELOPMENT PERMIT GUIDELINES

Intensive Residential - Carriage House / Two Dwelling Housing

Consideration has been given to the following guidelines as identified in Section 14.C. of the City of Kelowna Official Community Plan relating to Intensive Residential - Carriage House / Two Dwelling Housing Development Permit Areas:

INTENSIVE RESIDENTIAL - CARRIAGE HOUSE / TWO DWELLING HOUSING	YES	NO	N/A
General Considerations			
Does the dwelling complement the character of the neighbourhood and the principal dwelling?	✓		
Is private outdoor space maximized for each dwelling unit?	✓		
Does lighting placement ensure safety and reduce light pollution?			✓
Are parking spaces and garages located in the rear yard?	✓		
Are impermeable surfaces minimized?			✓
Do all street facing elevations have a high quality of design?	✓		
Are entrances a dominant feature visible from the street or lane?	✓		
Does the design consider the scale and placement of windows on building faces, projections and dormers?	✓		
Is utility and mechanical equipment screened from view?			✓
Do windows and outdoor areas respect the privacy of adjacent properties?	✓		
Does the building location minimize shadowing on the private open space of adjacent properties?	✓		
Does fencing or landscaping screen views of private open space on adjacent properties?	✓		
Is fencing material in keeping with that of abutting properties?			✓
Are existing healthy mature trees and vegetation being retained?	✓		
Does the front yard landscaping use drought tolerant native plants?			✓
Two Dwelling Housing and Carriage Houses			
Does the design create a “lanescape” with a main entrance, massing towards the lane and landscaping?			✓
Do all street facing elevations have an equal level and quality of design?	✓		
Does the exterior design and finish complement the principal dwelling?	✓		
Do the roofline, windows and façades incorporate variation to establish individual character?	✓		

INTENSIVE RESIDENTIAL - CARRIAGE HOUSE / TWO DWELLING HOUSING	YES	NO	N/A
Does the massing next to private open space of adjacent properties reduce the sense of scale?	✓		

Development Process

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

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

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.
- Full Plan check for Building Code related issues will be done at time of Building Permit applications.

6.2 Development Engineering Department

- See attached Schedule A

6.3 Fortis BC Energy Inc. - Gas

- The gas service line may need to be altered to accommodate the garage addition.

6.4 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 Davie Road for emergency response.

7.0 Application Chronology

Date of Application Received: September 10, 2015
Date Public Consultation Completed: October 7, 2014

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

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

Report prepared by:

Lydia Korolchuk, Planner

Reviewed by:

A handwritten signature, appearing to be 'TB', is enclosed within a square box.

Terry Barton, Urban Planning Manager

Approved for Inclusion:

A handwritten signature, appearing to be 'RS', is enclosed within a square box.

Ryan Smith, Community Planning Department Manager

Attachments:

Subject Property Map
Site Plan/Landscape Plan
Conceptual Elevations
Development Engineering Memo

CITY OF KELOWNA

BYLAW NO. 11164

Z15-0047 - Urban Cottage Homes Ltd., Inc. No. 1009440
260 Davie 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 4, Section 22, Township 26, ODYD, Plan 18085 located on Davie Road, Kelowna, B.C., from the RU1 - Large Lot Housing zone to the RU6 - Two Dwelling Housing zone.
2. This bylaw shall come into full force and effect and is binding on all persons as and from the date of adoption.

Read a first time by the Municipal Council this 9th day of November, 2015.

Considered at a Public Hearing on the 1st day of December, 2015.

Read a second and third time by the Municipal Council this 1st day of December, 2015.

Approved under the Transportation Act this 3rd day of December, 2015.

Audrie Henry
(Approving Officer-Ministry of Transportation)

Adopted by the Municipal Council of the City of Kelowna this

Mayor

City Clerk

REPORT TO COUNCIL



Date: January 11, 2016

RIM No. 1250-30

To: City Manager

From: Community Planning Department (TY)

Application: OCP11-0011
Z11-0069
TA11-0010

Owner: PRODEV GP LTD., INC. NO. A87135
1378310 ALBERTA LTD.,
NO. A77231

Address: 2755 McCurdy Road

Applicant: PRODEV GP LTD., INC. NO. A87135
1378310 ALBERTA LTD.,
NO. A77231

Subject: Official Community Plan Amendment, Rezoning & Text Amendment Extension Request

Existing OCP Designation: REP - Resource Protection Area
PARK - Major Park & Open Space (Public)

Proposed OCP Designation: REP - Resource Protection Area
PARK - Major Park & Open Space (Public)
S2RES - Single/Two Unit Residential
MRL - Multiple Unit Residential (Low Density)

Existing Zone: A1 - Agriculture 1

Proposed Zone: A1 - Agriculture 1
P3 - Parks and Open Space
RH3 - Hillside Cluster Housing
RHM4 - Hillside Cluster Multiple Housing

1.0 Recommendation

THAT in accordance with the Development Application Procedures Bylaw No. 10540, the deadline for the adoption of Official Community Plan Amendment Bylaw No. 10875 (OCP11-0011) and Rezoning Bylaw No. 10877 (Z11-0069) be extended from July 29, 2015 to July 29, 2016.

2.0 Purpose

To extend the deadline for adoption of Official Community Plan Bylaw No. 10875 and Rezoning Bylaw No. 10877 to July 29, 2016.

3.0 Community Planning

Section 2.12.1 of Development Application Procedures Bylaw No. 10540 states:

In the event that an application made pursuant to this bylaw is one (1) year old or older and has been inactive for a period of six (6) months or greater:

- a) The application will be deemed to be abandoned and the applicant will be notified in writing that the file will be closed;
- b) Any bylaw that has not received final adoption will be of no force and effect;
- c) In the case of an Amendment application, the City Clerk will place on the agenda of a meeting of Council a motion to rescind all readings of the bylaw associated with that Amendment application.

Section 2.12.2 of Development Application Procedures Bylaw makes provision that upon written request by the applicant prior to the lapse of the application, Council may extend the deadline for a period of twelve (12) months by passing a resolution to that effect.

The application is to amend the Official Community Plan, Future Land Use for portions of the property as shown on the attached Map "A" from:

EXISTING	PROPOSED
PARK - Major Park / Open Space (Public)	REP - Resource Protection Area
REP - Resource Protection Area	MRL - Multiple Unit Residential (Low Density)
REP - Resource Protection Area	PARK - Major Park / Open Space (Public)
REP - Resource Protection Area	S2RESH - Single / Two Unit Residential

The application is also to rezone portions of the property as shown on the attached Map "B" from:

EXISTING	PROPOSED
A1 - Agricultural 1	P3 - Parks & Open Space
A1 - Agriculture 1	RH3 - Hillside Cluster Housing
A1 - Agriculture 1	RHM4 - Hillside Cluster Multiple Housing

The OCP Amendment and Rezoning application are to facilitate subdivision of the property for development of 343 residential units in the form of multiple family and single family residential as well as dedication of land to the City of Kelowna for public park space.

Official Community Plan Amendment Bylaw No. 10875 and Rezoning Bylaw No. 10877 received second and third readings on July 29, 2014 following the Public Hearing held on the same date. The property remains under the same ownership. The owners have requested the rezoning application be extended for an additional twelve months to consider the options for the property. Options discussed with staff may be to develop fewer residential units on the property.

4.0 Application Chronology

Date of Application Received:	August 24, 2011
Date of Bylaw Second and Third Reading:	July 29, 2014
Date of Original Bylaw Expiry:	July 29, 2015
Date of Proposed Extension:	July 29, 2016

Report prepared by:

Tracey Yuzik, Planner

Reviewed by:

☐

Todd Cashin, Suburban and Rural Planning Manager

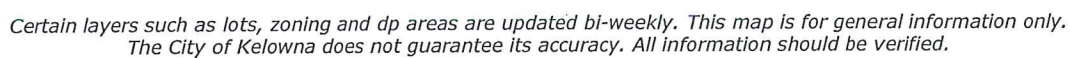
Approved for Inclusion:

☐

Ryan Smith, Community Planning Department Manager

Attachments:

Subject Property Map
Map "A" OCP Amendment
Map "B" Proposed Zoning



Subject Property Notes:

Amend the OCP for portions of the Subject Property from Resource Protection (REP) to Multiple Unit Residential (Low Density) (MRL).

Subject Property Notes:

Amend the OCP for a portion of the Subject Property from Resource Protection (REP) to Major Park and Open Space (PARK).

Subject Property Notes:

Amend the OCP for portions of the Subject Property from Major Park and Open Space (PARK) to Resource Protection (REP).

Subject Property Notes:

Amend the OCP for portions of the Subject Property from Resource Protection (REP) to Major Park and Open Space (PARK).

Subject Property Notes:

Amend the OCP for a portion of the Subject Property from Resource Protection (REP) to Single/Two Unit Residential - Hillside (S2RES).

MAP "A" OCP AMENDMENT OCP11-0011

Commercial	PARK to REP
Industrial	REP to MRL
Multiple Unit Residential (Medium Density)	REP to PARK
Multiple Unit Residential (Low Density)	REP to S2RESH
Major Park and Open Space	Legal Parcel
Resource Protection	Highway 97
Railway	Railway
Service Commercial	
Single / Two Unit Residential	
Single / Two Unit Residential - Hillside	

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

0 50 100 Metres

Rev. Aug 15, 2013

Subject Properties Notes:

Rezone portions of the subject property from A1 Agriculture 1 to RHM4 Hillside Cluster Multiple Housing.

Subject Properties Notes:

Rezone a portion of the subject property from A1 Agriculture 1 to P3 Parks and Open Space.

Subject Properties Notes:

Rezone a portion of the subject property from A1 Agriculture 1 to RH3 Hillside Cluster Housing.

MAP "B" PROPOSED ZONING
File #Z11-0069

- | | |
|------------|--|
| A1 to P3 |  Zoning |
| A1 to RH3 |  Legal Parcel |
| A1 to RHM4 |  Easement |

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

0 50 100 Metres Rev. Aug 15, 2013



Report to Council



Date: January 11, 2016
Rim No. 0610-53
To: City Manager
From: Louise Roberts, Community & Neighbourhood Services Manager
Subject: Grants to Address the Sexual Exploitation of Youth

Recommendation:

THAT Council receives, for information, the report from the Community & Neighbourhood Services Manager dated January 11, 2016, which outlines merging the Grants to Address the Sexual Exploitation of Youth with the Community Social Development Grants;

AND THAT COUNCIL approves merging the Grants to Address the Sexual Exploitation of Youth with the Community Social Development Grants as outlined in the report dated January 11, 2016;

AND THAT COUNCIL rescinds Council Policy 277 Grants to Address Sexual Exploitation of Youth;

AND FURTHER THAT COUNCIL approves moving the funds in budget for the Grants to Address Sexual Exploitation of Youth to the Community Social Development Grants budget.

Purpose:

To seek Council approval to merge the Grants to Address the Sexual Exploitation of Youth with the Community Social Development Grants and provide Council information regarding a review planned of the policies which govern the social grant program.

Background:

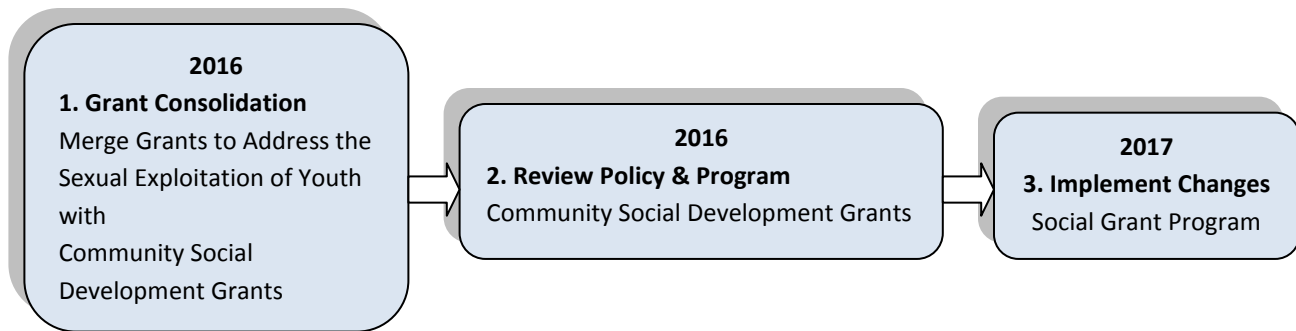
During the September 28, 2015, Council meeting regarding the Active Living & Culture Grant Program Review, Council directed staff to commence work on the action items outlined in the review and to report back to Council when more detailed plans and proposed changes were prepared. The report acknowledged the need for policy revision and consolidation to bring policies into line with best practices and the Policy Review process initiated by Council.

One of the action items identified in the report was streamlining the City's social grants by combining the Grants to Address Sexual Exploitation of Youth and the Community Social

Development Grants into one program. The report also recommended that a detailed review and revision of the program and linkage with social policy to clarify City's objectives for these programs be completed.

After reviewing the scope of the work, staff laid out a three step process to accomplish the actions items.

Steps



1. Grant Consolidation

The City of Kelowna social grant program currently consists of; Community Social Development Grants and Emergency Grants (Policy 218), and Grants to Address the Sexual Exploitation of Youth (Policy 277). The purpose of these grants is to support the social sustainability objectives outlined in Chapter 10 of the Official Community Plan, the City of Kelowna Social Framework and Social Policies (Policy 360). The funding available in these programs is:

- The Community Social Development Grants annually makes \$80,000 available for socially beneficial services or programs.
- The Grants to Address Sexual Exploitation of Youth annually makes \$22,000 available to eliminate the sexual exploitation of youth.

The City's social grant program has evolved over the years:

- 1992 - Council removed the social component from the Grant-In-Aid Program and established the Community Social Development Grants Program
- 1998 - Council approved establishing a grant to address the sexual exploitation of youth in Kelowna
- 2012 - Council approved merging the Emergency Grant Requests (Policy 312) with the Community Social Development Grants (Policy 218)

In an ongoing effort to improve the City's social grant program, the next change proposed is to merge the Grants to Address Sexual Exploitation of Youth with the Community Social Development Grants into one program. This would eliminate the Grants to Address Sexual Exploitation of Youth as a standalone grant program.

Over the past six years, 2010 through 2015, there has been an increased demand (number of applications and funds requested) for the Community Social Development Grants and a slight decrease in demand for Grants to Address the Sexual Exploitation of Youth.

Funding History				
	Community Social Development Grants		Grants to Address the Sexual Exploitation of Youth	
	# of applications	\$ requested	# of applications	\$ requested
2015	22	259,338	3	26,441
2014	14	143,525	2	22,000
2013	17	185,788	4*	34,230
2012	10	125,596	3	32,000
2011	14	115,642	2	24,450
2010	17	108,994	4	32,040

(* received two applications from the same organization)

The benefits of merging these two grants are:

- All of the social grant applications will be reviewed, evaluated and considered as part of the same process, for the purpose of formulating recommendations for grant awards
- Increased opportunity for strategic fund allocation
- The Grant Advisory Committee review process will be streamlined

Merging these two grants would not change the amount of funding available through the social grant program, as the funds available through the Community Social Development Grants would be increased from \$80,000 to \$102,000.

Applicant eligibility, as outlined in the terms of reference, for both of these grant programs is the same, registered non-profit or established community organization. Organizations that would have previously applied for a Grant to Address the Sexual Exploitation of Youth would now apply for funding through the Community Social Development Grants. Under the Community Social Development Grants (Policy 218) these organizations would experience a couple of changes in the area of eligibility and funding levels:

- Funding would not be available for:
 - Agencies or programs that receive ongoing City of Kelowna funding
 - Continual funding for primarily operational costs for a period of more than two consecutive years
- Grants to Address the Sexual Exploitation of Youth allowed for funding of up to 100% of the program budget, whereas the Community Social Development Grants program has different levels of funding depending on the type of grant the organization is applying for, as illustrated below:

Grant	Purpose	Funding Levels
Establishment	One time assistance to help organizations cover expenses in their formative stages of development	Up to 50% of the establishment costs
Operational	Assist with expenditures incurred in the operation and delivery of existing programs	Up to 25% of an organization's operating budget, or 10% if it receives funding from other levels of government
Special Project	Assist with special events or to operate short term programs or projects	Up to 80% of the cost

The application process would not change, as both grant programs currently use the same application form and follow the same evaluation process and timeline.

The Central Okanagan Foundation (COF) would continue to administer an arms-length, independent evaluation process for the social grants. COF would be responsible for:

- Organizing and facilitating an information workshop for interested grant applicants
- Being the primary point for inquiries from grant applicants
- Reviewing submitted grant applications to determine if enough information has been provided
- Convening and facilitating a meeting of the Grant Advisory Committee to review each grant application for the purpose of formulating recommendations for grant awards
- Informing grant applicants of the committee's recommendations and Council's approval
- Facilitates payment of grant awards
- Tracking project/program progress and managing submission of final reports

2016 Timeline:

- January 21 - community information workshop
- February 26 - deadline for grant submissions
- March 30 - Grant Advisory Committee adjudicate grant applications
- April 25 - Council Presentation

2. Review Policy & Program

Given changes in the community and City funding practices, a comprehensive review will be carried out in 2016 to update Council Policies which govern the social grant program. Staff will review the Community Social Development Grants Program and Council Policy 218, including its connection to Council Policy 360 Social Policies and the OCP.

This review will consider areas such as:

- grant distribution, to ensure funds provide the most benefit and impact
- alignment of civic objectives and current trends in public sector funding
- improving the application process

Any changes to the grant program will be reviewed with City Council.

3. Implement Changes

Based on the recommendations from the 2016 review, and Council approval, changes to the social grant policies and programs would be implemented for the 2017 grant intake.

The social grant program is an important strategy in advancing corporate and community priorities. Well-defined grant criteria with clear outcomes and objectives are vital to:

- Extending the City's reach into the community
- Enabling delivery of programs and services that might not otherwise be provided
- Tapping into community volunteerism, expertise and passion
- Building community capacity

Ultimately, the community benefits from the diversity of services, programs and amenities provided by organizations through the social grant program.

Internal Circulation: Divisional Director, Active Living & Culture; Cultural Services Manager, Active Living & Culture; Legislative Services Supervisor, Corporate & Protective Services; Community Communications Supervisor, Communications & Information Services

Existing Policy:

Council Policy 218 Community Social Development Grants

The purpose of the Community Social Development Grants is to make available funding to non-profit organizations and community organizations offering socially beneficial services or programs in the municipality of Kelowna.

Council Policy 277 Grants to Address Sexual Exploitation of Youth

The purpose of the Grants to Address Sexual Exploitation of Youth is to make available funding to non-profit organizations and community organizations that are working to eliminate the sexual exploitation of youth in the municipality of Kelowna.

Financial/Budgetary Considerations: With Council's approval of the recommendations, the \$22,000 currently in base budget for the Grants to Address Sexual Exploitation of Youth would be moved to the Community Social Development Grants budget; bring the total budget to \$102,000.

Communications Comments: The public would be informed about the details relating to the merging the two grants at the 2016 Community Social Development Grants Information Workshop on January 21, 2016. Organizations inquiring about the Grants to Address the Sexual Exploitation of Youth would be advised to attend the meeting and directed to apply for a Community Social Development Grant.

Considerations not applicable to this report:

Legal/Statutory Authority

Legal/Statutory Procedural Requirements

Personnel Implications

External Agency/Public Comments

Submitted by:

L. Roberts, Community & Neighbourhood Services Manager

Approved for inclusion: J. Gabriel, Divisional Director, Active Living & Culture

Attachments:

Council Policy 277 Grants to Address Sexual Exploitation of Youth

Council Policy 218 Community Social Development Grants

TOR Community Social Development Grants

TOR Grants to Address Sexual Exploitation of Youth

cc: Divisional Director, Active Living & Culture
Divisional Director, Communications & Information Services
Divisional Director, Corporate & Protective Services



City of Kelowna
1435 Water Street
Kelowna, BC V1Y 1J4
250 469-8500
kelowna.ca

Council Policy

Grants to Address Sexual Exploitation of Youth

APPROVED November 25, 2002

RESOLUTION: R946/12/10/22

REPLACING: R375/10/04/26; R1039/08/11/24; R441/02/11/25; R07/00/01/10; R888/1998/11/09; R858/05/09/12

DATE OF LAST REVIEW: October 2012

A. DEFINITIONS IN THIS POLICY

Grant Committee: Consists of two (2) appointed members representing the City of Kelowna and additional members as determined by the Funding Agency.

Funding Agency: An agency contracted by an agreement with the City of Kelowna to administer the grants program.

As part of the City's commitment to assist the community in working to eliminate the sexual exploitation of youth, grants will be given to selected agencies on the basis of applications to be received by the Funding Agency and reviewed by the Grants Committee. The Committee's recommendations will be forwarded for endorsement by City Council.

- The money budgeted and available will be identified as part of the advertising process for these grants;
- Applications, deadlines, interviews and advertising for grants to address the sexual exploitation of youth will be simultaneous to the Community Social Development (CSD) grant process. The same application forms and advertisements will be used. Different terms of reference will be used.
- Further to the above, the time line specified under Council Policy 218 will also apply to these grants.
- The Grants Committee will conduct the review process at the same time as the CSD grants to provide recommendations to Council.
- Youth will be defined as under 19 years of age for the purpose of these grants.
- The funded programs and projects must deal specifically with the sexual exploitation of youth and not other programs for youth or similar programs for adults 19 or over.
- The same agency may be funded more than once.
- There is no rule as to the amount of the total budget that is eligible for the grant, only that there is sufficient money available and that the criteria are met.
- All applications will be reviewed based on need, accountability of the proposal and meeting the criteria established.
- The Funding Agency staff will administer this grant process in the same manner as the CSD grants.
- Proposals that offer services or programs that cross municipal boundaries will be considered however, grant funds may only be used for those portions of the program that are delivered within the boundaries of the City of Kelowna for the benefit of Kelowna residents.
- Grants may not be for the purpose of assisting industrial, commercial or business undertakings.
- Grants may not offer direct financial assistance to individuals or families.
-
- Grants may not be for activities of religious organizations that serve primarily their membership and/or for direct religious purposes.
- Both short-term and ongoing programs are eligible for assistance.
- Although an agency may receive more than one grant from one year to the next, a new application will be required each year.
- No specific amount of money can be promised on an annual basis to any agency.

- No agency will be funded retroactively for projects and programs that occurred prior to Council's decision to award the grant.

B. ELIGIBLE APPLICANTS

Eligible applicants for this grant program are defined as follows:

Registered Non-Profit Society - which is registered and incorporated under the Societies Act.

Community Organization - such an organization must also be non-profit and must have established a set of working rules and regulations a banking account in the group's name and have been operating for two years or more.

REASON FOR POLICY

To create a defined process whereby agencies will be invited to submit applications for grants to address the sexual exploitation of youth.

LEGISLATIVE AUTHORITY

Section 176, *Local Government Act*

PROCEDURE FOR IMPLEMENTATION

Applications are submitted to the Funding Agency.



City of Kelowna
1435 Water Street
Kelowna, BC V1Y 1J4
250 469-8500
kelowna.ca

Council Policy

Community Social Development Grants

APPROVED November 11, 2002

RESOLUTION: R946/12/10/12

REPLACING: R375/10/04/26; R858/05/09/12; R440/02/11/25; R07/00/01/10; R887/1998/11/09; R962/1996/11/25; S1053/1992/09/14

DATE OF LAST REVIEW: October 2012

A. DEFINITIONS IN THIS POLICY


Grant Committee: Consists of two (2) appointed members representing the City of Kelowna and additional members as determined by the Funding Agency.

Funding Agency: An agency contracted by an agreement with the City of Kelowna to administer the grants program.

Primary Prevention: Are services or programs oriented towards groups, rather than individuals and aim to create a positive social environment by strengthening and supporting the individual, family and community. A parenting course would be one example of such a program. Counseling services would not as they deal with providing health services to individuals, one on one.

B. CRITERIA

The purpose of the Community Social Development Grants program is to make available funding to non-profit organizations and community organizations offering socially beneficial services or programs in the municipality of Kelowna. The grant program requires that all successful applicants of the program must:

- (a) Give policy references as to how each proposal fits within the City's Social Policy Framework, which includes:
 - i. Social Policy No. 360;
 - ii. Chapter 10 of the Official Community Plan; and/or policies tagged as socially sustainable in the Official Community Plan with a person symbol; 
 - iii. Additional guiding grant policies are provided below:

Access Guide. Encourage appropriate local agencies to distribute and maintain a City of Kelowna Access Guide such that it is readily available and up-to-date;

Awareness. Continue to support appropriate agencies to organize and promote initiatives to raise awareness and improve accessibility in Kelowna;

Local Skills and Education. Work with other agencies to maximize knowledge of the skills and education required by local industries and businesses and communicate this information to the (local) agencies providing educational and re-training programs;

Education and Re-training. Partner with pertinent agencies to expand and increase educational and re-training opportunities to those who are unable to find work;

Food Security: Seek coordinated community initiatives that support food security in the city.

- (b) be innovative or unique in addressing social well-being;
- (c) promote and demonstrate volunteerism and provide evidence of community support;

B. CRITERIA (CON'T)

- (d) emphasize prevention in order to enhance, strengthen and stabilize family and community life, and improve peoples' abilities to identify and act on their own social needs;
- (e) provide clear information on their operations and planning, demonstrating transparency;
- (f) use clearly identified needs and effective planning as the basis for the services provided; (Needs are identified in the most recent Central Okanagan Foundation's Vital Signs Report);
- (g) actively encourage and pursue collaboration with other service providers in the community;
- (h) demonstrate clarity and ensure measure-ability of performance targets and timelines;
- (i) exhibit quality of management, including the satisfactory administration of any previous grant(s).

Review of the applications for funding under Council Policy 218 by the Grants Committee will use the above criteria to evaluate the applications and derive its recommendations to Council.

C. EXCLUSIONS:

Community Social Development grant funding is not available for:

- (a) programs primarily providing for recreation or leisure time pursuits;
- (b) retroactive financial support for projects and programs that occurred prior to Council's decision to award the grant;
- (c) agencies or programs that receive ongoing City of Kelowna funding within the City's Annual Budget;
- (d) activities of religious organizations that serve primarily their membership and/or for direct religious purposes;
- (e) permanent or continual funding for an organization (continual funding would be similar dollar amounts for primarily operational costs to one organization for a period of more than two years);
- (f) programs which offer direct financial assistance to individuals or families, or are primarily rehabilitative or crisis oriented in nature;
- (g) programs which duplicate services that fall within the mandate of a senior government agency;
- (h) major building or other major capital projects (limited capital costs are eligible);
- (i) assistance for an industrial, commercial or business undertaking.

Proposals that offer services or programs that cross municipal boundaries will be considered; however, grant funds may only be used for those portions of the program that are delivered within the boundaries of the City of Kelowna for the benefit of Kelowna residents.

D. GRANT CATEGORIES

1. Establishment Grant

Purpose: <i>formative</i>	To cover needs and expenses for organizations and groups in their formative stages of development.
Assistance Categories:	Areas eligible within this grant include such items as supplies, administrative and facility costs, advertising and training expenses.
Who May Apply:	Registered non-profit societies and non-profit organizations delivering socially beneficial programs (must have established a set of working rules and regulations a banking account in the group's name <i>and have been operating for at least one year</i>) in the City of Kelowna. The establishment grant would be available on a one time only basis for organizations.
Funding Levels:	Grants shall not exceed 50% (fifty percent) of the establishment costs. The applicant is responsible for the provision of remaining funds.

2. Operational Grant

Purpose:	To provide funding to assist established non-profit groups, and non-profit organizations, with expenditures incurred in the operation and the delivery of their existing programs.
Assistance Categories:	Funding would be considered for administrative costs, program delivery, facility costs, and technical/material assistance.
Who May Apply:	Registered non-profit societies and organizations delivering socially beneficial programs (must have established a set of working rules and Regulations, a banking account in the group's name <i>and have been operating for two years or more</i>) in the city of Kelowna.
Funding Levels:	Grants shall not exceed 25% (twenty-five percent) of the applicant's operational budget. The balance of funds required shall be provided by the applicant or from other private resources. <u>Where the applicant is receiving funding from other levels of government or public agencies</u> , the maximum grant shall not exceed 10% (ten percent) of the operational budget. This category is not intended to provide the basis for permanent operational funding.

3. Special Projects Grant

Purpose:	To assist non-profit groups and non-profit organizations to stage special events or to operate short-term programs or projects (less than 12 months in duration). Projects must be clearly time-framed, not require permanent staff, and be projects which would not normally have been undertaken without this additional resource.
Assistance Categories:	To defer costs of hosting and promoting special events (i.e. facility rental, guest speakers, food, advertising, promotional items, etc.). To defer administrative and delivery costs for short-term programs/projects (supplies and materials, facility rental, non-capital equipment, and non- permanent staffing).
Who May Apply:	Registered non-profit societies and non-profit organizations (must have established a set of working rules and regulations a banking account in the group's name <i>and have been operating for two years or more</i>) delivering socially beneficial programs in the city of Kelowna that may include youth programs, inter-agency coordination, seniors' services, parent-child development, volunteer services, etc.

D. GRANT CATEGORIES (CON'T)

Funding Level: Grants shall not exceed 80% (eighty percent) of the costs of the special project. The applicant is responsible for the provision of remaining funds required.

4. Emergency Grant

- Funding will depend on the availability of funds within the Social Development Grant Reserve (R117);
- The maximum amount of any grant will not exceed \$5,000.
- The principles of an Operational Grant (see page 3) will be used as a guide, subject to the following:

Purpose: To make available to non-profit organizations and community organizations offering social programs in the city of Kelowna emergency funds for the purpose of assisting an organization through a financial crisis. It is anticipated that the funding will be short-term bridging funding only, pending more secure or ongoing funding.

Assistance Categories: Funding would be considered for administrative costs, program delivery, facility costs, and technical/material assistance.

Who May Apply: Registered non-profit societies and organizations delivering social programs (must have established a set of working rules and regulations, a banking account in the group's name *and have been operating for two years or more*) in the city of Kelowna.

Funding Levels: Grants shall not exceed \$5,000. The balance of the funds required shall be provided by the applicant or from other public or private resources;

The information on the conventional grant application form for Community Social Development grants will be required, including, but not limited to:

- audited financial statements for the last two (2) years. If the organization is newer than that, the most current official financial statement must be provided;
- how the service relates to the City's social policy framework;
- a list of the Board of Directors;
- Board meeting minutes approving the application for emergency grant funding.
- A business plan for securing more permanent sources of funding to resolve the temporary funding crisis will be required as part of the application.

NOTE: The actual funding allocated under any grant category shall be at the discretion of City Council, after consideration of all requests received, the amount of funding available, and the priorities established.

E. TIME LINE

1. Prior to the grants application deadline, the Funding Agency will hold an advertised public information session in January or February for grant applicants.
2. Completed grant applications must be submitted to the Funding Agency before closing time on the last Friday in February of the calendar year.
3. Council will review applications and recommendations in April, based on a report from the Funding Agency which outlines the recommendations of the Grant Committee (the Grant Committee will evaluate the applications using the Criteria outlined in section B of this policy).
4. Applicants that are recommended by the Funding Agency's Grant Advisory committee will be advised of Council's decision by the end of April or the first week of May;
5. Applicants that were interviewed and that were refused funding or had their funding request reduced, may request a re-evaluation of their application if they believe:
 - (a) they were refused funding despite having met the grant criteria;
 - (b) information regarding the application was not properly communicated;
 - (c) there was unfairness or bias in the evaluation process; or
 - (d) the amount granted is considerably less than requested, such that the success of the program will be affected.
6. Requests for re-evaluation must be received in writing within two weeks of the date of the letter advising of the Council's decision, and will be reviewed by the Grants Committee. The re-evaluation process is not intended as a means for groups to modify unsuccessful proposals, and the Committee will not consider any information or proposals that were not part of the original application.
7. At its sole discretion, the Committee may re-interview the applicant at its second meeting following the receipt of the request and may amend or uphold its original recommendation.
8. Any recommendation for additional funding is subject to the approval of Council. Decisions reached under this process are final and no further re-evaluation will be done.
9. All organizations approved for funding under the Community Social Development Grants program will be required to sign and adhere to the City of Kelowna's Letter of Agreement for Funding.
10. Funding will commence once the Letter of Agreement has been received, is deemed satisfactory to the Funding Agency and signed by the Funding Agency or a qualified designate of the Funding Agency.
11. A three month time period will be given for applicants to claim their grants following written confirmation of the grant to the applicant. Any grant that is not claimed within the three month period will remain in the Community Social Development grant fund;
12. Any unused portion of the Community Social Development Grant appropriation will be carried over to the following year and operated similar to a reserve fund with interest accrued and the necessary administration of the fund managed by the City.

Time Line for Emergency Grants

1. Emergency grant applications may be submitted throughout the year, on the basis of need.
2. The Grants Committee shall review an application for emergency funding at a special meeting no later than 2 weeks following receipt of the application by the City. An interview with the applicant will be conducted.
3. Recommendations of the Grants Committee for any additional funding will be forwarded to City Council for consideration at the earliest available Council meeting. Funding is at the discretion of City Council. Notification of a decision by City Council will be provided to the applicant within two days of the Council meeting date when the decision is made.

4. The funded agency will need to sign a letter of agreement with the City, and have liability insurance in place, as outlined on the City's certificate of insurance, in order to claim the grant. This includes the requirement for a year-end report indicating how the money was spent and indicating what action was taken to secure more permanent funding from other sources. Format for these documents will be the same as those used for Community Social Development grants.
5. No agency will be funded retroactively for projects and programs that occurred prior to Council's decision to award the grant.
6. Emergency funding is only available to an organization once every three-year period.
7. The organization must claim the Emergency grant within one month following written notification of the grant approval. Any unclaimed funds will be returned to the Social Grant Reserve.

REASON FOR POLICY

To provide a process and policy for administering grants in aid to community organizations that provide programs and services that improve quality of life for Kelowna residents and align with city policy direction.

LEGISLATIVE AUTHORITY

Sec. 176, Local Government Act

PROCEDURE FOR IMPLEMENTATION

Applications are processed through the funding agency.

INTRODUCTION

The Community Social Development Grant program was established in 1992. The original intent of the program was to fund initiatives that were prevention-oriented and aimed to improve quality of life. Primary prevention was favoured over secondary or tertiary services. These terms are defined below.

Purpose

The purpose of the Community Social Development Grants program is to make available funding to registered non-profit organizations and community organizations offering socially beneficial services or programs in the City of Kelowna.

The Application form, Letter of Agreement, City of Kelowna, Certificate of Insurance form and other grant-related documents may be obtained online at:
www.centralokanaganfoundation.org or contact Central Okanagan Foundation (contact information above).

AMOUNT OF MONEY AVAILABLE

Approximately \$80,000 in total is available for distribution annually from the City.

ELIGIBLE APPLICANTS

Eligible applicants for this program are defined as:

Registered Non-Profit Organizations that are registered with Canada Revenue Agency and incorporated under the Societies Act; and, **Community Organizations** that are non-profit, have established a set of working rules and regulations, a banking account in the group's name and operating for at least two years.

NOTE: Incomplete reporting on previous grants from the City may affect consideration of new grants. Please contact the Director of Grants & Community Initiatives with the Central Okanagan Foundation to complete or update year end requirements for previous grants.

RULES AND DEFINITIONS

Primary Prevention - services or programs oriented towards groups, rather than individuals and aim to create a positive social environment by strengthening and supporting the individual, family and community. A parenting course would be one example of such a program. Counseling services would not as they deal with providing health services to individuals, one on one.

Secondary and Tertiary - often more focused on individuals, and attempt to address problems that are already established from a rehabilitative or crisis-oriented perspective. Examples include (but are not limited to) support to those suffering health problems, crisis centres and rehabilitation programs.

CRITERIA

The purpose of the Community Social Development Grants program is to make available funding to non-profit organizations and community organizations offering socially beneficial services or programs in the municipality of Kelowna. The grant program requires that all successful applicants of the program must:

- (a) Give policy references as to how each proposal fits within the City's Social Policy Framework, which includes:
 - Social Policy No. 360;
 - Chapter 10 of the Official Community Plan; and/or policies tagged as socially sustainable in the Official Community Plan with a person symbol;



Additional guiding grant policies are provided below:

Access Guide. Encourage appropriate local agencies to distribute and maintain a City of Kelowna Access Guide such that it is readily available and up-to-date;

Awareness. Continue to support appropriate agencies to organize and promote initiatives to raise awareness and improve accessibility in Kelowna;

Local Skills and Education. Work with other agencies to maximize knowledge of the skills and education required by local industries and businesses and communicate this information to the (local) agencies providing educational and re-training programs;

Education and Re-training. Partner with pertinent agencies to expand and increase educational and re-training opportunities to those who are unable to find work;

Food Security. Seek coordinated community initiatives that support food security in the city.

- (b) be innovative or unique in addressing social well-being;
- (c) promote and demonstrate volunteerism and provide evidence of community support;
- (d) emphasize prevention in order to enhance, strengthen and stabilize family and community life, and improve peoples' abilities to identify and act on their own social needs;
- (e) provide clear information on their operations and planning, demonstrating transparency;
- (f) use clearly identified needs and effective planning as the basis for the services provided; (needs are identified in the most recent Central Okanagan Vital Signs Report);



- (g) actively encourage and pursue collaboration with other service providers in the community; provide letters identifying potential and /or confirmed collaborations;
- (h) demonstrate clarity and ensure measure-ability of performance targets and timelines;
- (i) exhibit quality of management, including the satisfactory administration of any previous grant(s).

Review of the applications for funding under Council Policy 218 by the Grants Advisory committee will use the above criteria to evaluate the applications and derive its recommendations to Council.

EXCLUSIONS:

Community Social Development Grant funding is **NOT** available for:

- (a) programs primarily providing for recreation or leisure time pursuits;
- (b) retroactive financial support for projects and programs that occurred prior to Council's decision to award the grant;
- (c) agencies or programs that receive ongoing City of Kelowna funding within the City's Annual Budget;
- (d) activities of religious organizations that serve primarily their membership and/or for direct religious purposes;
- (e) permanent or continual funding for an organization (continual funding would be for primarily operational costs to one organization for a period of more than two years);
- (f) programs which offer direct financial assistance to individuals or families, or are primarily rehabilitative or crisis oriented in nature;
- (g) programs which duplicate services that fall within the mandate of a senior government agency;
- (h) major building or other major capital projects (limited capital costs are eligible);
- (i) assistance for an industrial, commercial or business undertaking.

Grant proposals that offer services or programs that cross municipal boundaries will be considered; however, grant funds may only be used for those portions of the program that are delivered within the boundaries of the City of Kelowna for the benefit of Kelowna residents.

GRANT CATEGORIES

1. Establishment Grant

Purpose: **One-time assistance** to help eligible organizations cover expenses in their formative stages of development.

Eligible Uses: Office supplies, administrative and facility costs, minor capital costs (e.g. office equipment), advertising, training, technical/material assistance and similar items.

Funding Levels: A maximum of 50% of the establishment costs. It is your responsibility to secure any additional funds necessary.

2. Operational Grant

Purpose: To assist eligible organizations with expenditures incurred funding the operation and delivery of existing programs. **This category is not intended to provide continual/permanent operational funding (see above EXCLUSIONS (e)).**

Eligible Uses: Office supplies, administrative and facility costs, minor capital costs (e.g. office equipment), advertising, training, technical/material assistance, and similar items necessary to deliver existing programs.

Funding Levels: A maximum of 25% of the organization's operating budget, or 10% if it receives funding from other levels of government or other agencies. It is your responsibility to secure any additional funds necessary.

3. Special Projects Grant

Purpose: To assist eligible organizations to stage special events or to operate short-term programs or projects (less than 12 months in duration). Projects must have clear time frames, not require permanent staff, and be projects which would not normally have been undertaken without this additional resource.

Eligible Uses: To cover costs of hosting and promoting special events (facility rental, guest speakers, food, advertising, promotional items, etc.), administrative and delivery costs for short-term programs/projects (supplies and materials, facility rental, etc.), minor capital costs (e.g. office equipment), and non-permanent staffing.

Funding Levels: A maximum of 80% of the costs of the special project. It is your responsibility to secure any additional funds necessary.

NOTE: The actual funding allocated under any grant category shall be at the discretion of City Council, after consideration of all recommendations from the Central Okanagan

Foundation Grants Advisory committee, the amount of funding available, and the priorities established.

TIME LINE & PROCEDURES

Application & Evaluation

1. Prior to the grants application deadline, Central Okanagan Foundation will hold an advertised public information session for Grant applicants **you are strongly urged to attend.**
2. Your completed Grant application must be received at the Central Okanagan Foundation, 225.1889 Springfield Road by 3:30 pm on the last Friday in February. **NO EXCEPTIONS.**
3. With the assistance of Central Okanagan Foundation's Director of Grants & Community Initiatives, the Grants Advisory committee of the Central Okanagan Foundation will review all applications and the recommendations will be forwarded to City Council for final approval.
4. In evaluating each application, consideration will be given to how well the application meets the criteria provided in these terms of reference, including:
 - relevance to City of Kelowna policy;
 - adherence to these Terms of Reference;
 - uniqueness of the project;
 - community need for the project and its expected impact;
 - level of community support and volunteer involvement;
 - degree of co-operation with other community service providers;
 - clarity & measurability of performance targets and timelines;
 - transparency of agency operations and planning;
 - evidence of financial need; and,
 - quality of management, including the satisfactory administration of any previous grant(s).



Claiming Your Grant

1. No public information is available until Council addresses the recommendations of the Central Okanagan Foundation's Grants Advisory committee and makes its decisions (usually in April).
2. If your organization's grant was reduced or refused you may request a re-evaluation by contacting the Director of Grants & Community Initiatives with the Central Okanagan Foundation in writing within **two weeks** of the date of the letter from the Central Okanagan Foundation.
3. If your application is approved you must sign a Letter of Agreement outlining the terms and conditions of the Grant **and** show proof of adequate liability insurance before any funds will be released. For more information contact the Director of Grants & Community Initiatives with the Central Okanagan Foundation.
4. You have three months following the date of the letter to meet the requirements for claiming your grant. If you are having difficulty meeting these requirements, contact the Director of Grants & Community Initiatives with the Central Okanagan Foundation for assistance.
5. The Central Okanagan Foundation will hold back 10% of the grant money until such time as an end-of-project report (see the Letter of Agreement for instructions) is submitted. If you are having difficulty meeting the end-of-project report requirements, please contact the Director of Grants & Community Initiatives with the Central Okanagan Foundation.

If you have any questions, concerns or comments, contact:

Cheryl Miller

Director of Grants & Community Initiatives
Central Okanagan Foundation
250.861.6160
cheryl@centralokanaganfoundation.org

INTRODUCTION

As part of the City's commitment to assisting the community in working to eliminate the sexual exploitation of youth, grants will be given to selected agencies on the basis of applications received and reviewed as detailed below.

Application forms, Letters of Agreement and other grant-related documents may be obtained online at www.centralokanaganfoundation.org or contact Central Okanagan Foundation at 250. 861. 6160 or at Suite 225. 1889 Springfield Road.

AMOUNT OF MONEY AVAILABLE

Approximately \$22,000 in total is available annually from the City for this program.

ELIGIBLE APPLICANTS

Eligible applicants for this program are defined as:

Registered Non-Profit Societies that are registered and incorporated under the Societies Act; and, **Community Organizations** that are non-profit, have established a set of working rules and regulations, a banking account in the group's name *and operating for at least two years*)

NOTE: Incomplete reporting on previous Grants to Address the Sexual Exploitation of Youth from the City may affect consideration of new grants. Please contact the Central Okanagan Foundation to complete or update year end requirements for previous grants.

RULES AND DEFINITIONS:

1. The grants are to be allocated **only** to programs whose primary mandate is to address the sexual exploitation of youth.
2. Youth is defined as under 19 years of age for the purpose of these grants.
3. Grants may fund up to 100% of the program budget, subject to the availability of funds and meeting all funding criteria.
4. Both short-term and long-term (ongoing) programs are eligible for assistance.
5. Although an agency may receive more than one grant from one year to the next, a new application will be required each year.
6. No specific amount of money can be promised on an annual basis to any agency.
7. Proposals that offer services or programs that cross municipal boundaries will be considered.
8. Grant funds may only be used for those portions of the program that are delivered within the boundaries of the City of Kelowna for the benefit of Kelowna residents.



Terms of Reference

Grants to Address the Sexual Exploitation of Youth

Updated in 2014

Grants **may not** be used for:

- ☐ Programs that address sexual exploitation but are not primarily and specifically directed at youth;
- ☐ Programs that benefit youth but do not primarily and specifically address the sexual exploitation of youth;
- ☐ Are activities of religious organizations that serve primarily their membership and/or for direct religious purposes;
- ☐ Programs that offer direct financial assistance to individuals or families; or,
- ☐ Programs that are for the purpose of assisting an industrial, commercial or business undertaking.

NOTE: The actual funding allocated under any grant category shall be at the discretion of City Council, after consideration of all requests received, the amount of funding available, and the priorities established.

TIME LINE & PROCEDURES

Application & Evaluation

1. Prior to the grants application deadline, Central Okanagan Foundation will hold an advertised public information session for Grant applicants. **You are strongly urged to attend.**
2. Hard copies of your completed Grant application must be received at the Central Okanagan Foundation by 3:30 PM on the last Friday in February. **NO EXCEPTIONS.**
3. An advisory committee of the Central Okanagan Foundation will review all applications with the assistance of the Central Okanagan Foundation's Director of Grants & Community Initiatives and forward the funding recommendations to Council for final approval.
4. In evaluating each application, consideration will be given to:
 - ☐ relevance to City of Kelowna Social Policy Framework;
 - ☐ adherence to these Terms of Reference;
 - ☐ how effectively the proposal addresses the sexual exploitation of youth;
 - ☐ uniqueness of the project;
 - ☐ community need for the project and its expected impact;
 - ☐ level of community support and volunteer involvement;
 - ☐ degree of co-operation with other community service providers;
 - ☐ clarity & measurability of performance targets and timelines;
 - ☐ transparency of agency operations and planning;
 - ☐ evidence of financial need; and,
 - ☐ quality of management, including the satisfactory administration of any previous grant(s).



Claiming Your Grant

1. No public information is available until Council addresses the recommendations of the Central Okanagan Foundation Advisory Committee and makes its decisions (usually in April).
2. If your organization's grant request was reduced or refused, you may request a re-evaluation by contacting the Director of Grants & Community Initiatives with Central Okanagan Foundation in writing within **two weeks** of the date of the letter.
3. If your application is approved you must sign a Letter of Agreement outlining the terms and conditions of the Grant and show proof of adequate liability insurance before any funds will be released. For more information contact Central Okanagan Foundation, Director of Grants & Community Initiatives.
4. You have three months following the date of the letter to meet the requirements for claiming your Grant, or the Grant will be cancelled. If you are having difficulty meeting these requirements, contact Central Okanagan Foundation, Director of Grants & Community Initiatives for assistance.
5. The Central Okanagan Foundation will hold back 10% of the grant money until such time as an end-of-project report (see the Letter of Agreement for instructions) is submitted. If you are having difficulty meeting the end-of-project report requirements, please contact the Central Okanagan Foundation, Director of Grants & Community Initiatives for assistance.

If you have any questions, concerns or comments, contact:

Cheryl Miller

Director of Grants & Community Initiatives
Central Okanagan Foundation
(250) 861-6160
cheryl@centralokanaganfoundation.org

SOCIAL GRANT PROGRAM



Policy Revision and Consolidation

- ▶ Streamlining social grants
- ▶ Review linkage to social policy
- ▶ Clarify objectives



Process

1

- Grant Consolidation

2

- Review Policy & Program

3

- Implement Changes

Grant Consolidation

Merge

- ▶ Community Social Development Grants annually makes \$80,000 available for socially beneficial services or programs
- ▶ Grants to Address Sexual Exploitation of Youth annually makes \$22,000 available to eliminate the sexual exploitation of youth

Benefits

- ▶ All applications will be reviewed and evaluated as part of the same process
- ▶ Increased opportunity for strategic fund allocation
- ▶ Grant Advisory Committee review process streamlined



Impact

- ▶ Application process (forms & timelines)
- ▶ Funding available (\$102,000)
- ▶ Organizations that would have previously applied for a Grant to Address Sexual Exploitation of Youth (eligibility & funding levels)



Review Policy & Program

- ▶ Update Council Policies which govern the social grant program
- ▶ Review grant distribution and alignment to civic objectives
- ▶ Improve application process



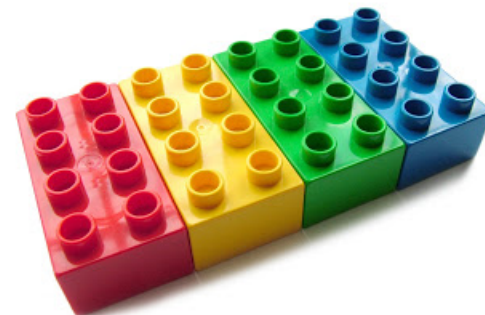
Implement Changes

- ▶ Based on 2016 policy and program review
- ▶ Council Approval
- ▶ Implemented changes in 2017



Social Grant Program

- ▶ Important strategy in advancing corporate and community priorities
 - ▶ Extends the City's reach into the community
 - ▶ Enables the delivery of programs and services
 - ▶ Builds community capacity



CITY OF KELOWNA

BYLAW NO. 11177

Amendment No. 14 to Bylaw Notice Enforcement Bylaw No. 10475

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

1. THAT **SECTION 7 - SCREENING OFFICERS, 7.2** be deleted in its entirety that reads:

- “(a) Bylaw Enforcement Clerk;
- (b) Bylaw Enforcement Coordinator;
- (c) Bylaw Services Manager;
- (d) City Clerk;
- (e) Director, Corporate Service and Protective Services; and
- (f) Senior Bylaw Officer”

And replaced with the following:

- “(a) Bylaw Enforcement Clerk;
- (b) Bylaw Enforcement Coordinator;
- (c) Bylaw Services Manager;
- (d) City Clerk;
- (e) Director, Corporate Service and Protective Services;
- (f) Licence and Bylaw Enforcement Officer;
- (g) Parking Operations Coordinator;
- (h) Parking Services Manager; and
- (i) Senior Bylaw Officer”

2. This bylaw may be cited for all purposes as "Bylaw No. 11177 being Amendment No. 14 to Bylaw No. Bylaw Notice Enforcement Bylaw No. 10475."
3. This bylaw shall come into full force and effect and is binding on all persons as and from the date of adoption.

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

Adopted by the Municipal Council of the City of Kelowna this

Mayor

