

**City of Kelowna
Regular Council Meeting
AGENDA**



Monday, December 11, 2017
1:30 pm
Council Chamber
City Hall, 1435 Water Street

Pages

1. Call to Order

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

2. Confirmation of Minutes

4 - 12

PM Meeting - December 4, 2017

3. Public In Attendance

3.1 Value Planning Assignment – 2016-2030 Fire Department Strategic Plan

13 - 93

DarkHorse Emergency Services to present the Value Planning Assignment - 2016-2030 Fire Department Strategic Plan.

4. Development Application Reports & Related Bylaws

4.1 292, 284 & 276 Valley Road, OCP17-0024 & Z17-0099 - Richard & Dianna Smith, Albert Pelat, Cory & Jean Krebs

94 - 126

To amend the Official Community Plan to change the future land use of the subject properties and to rezone the subject properties to facilitate the development of 52 3-storey townhouses on the subject properties.

4.2 292, 284 & 276 Valley Road, BL11523 (OCP17-0024) - Richard & Dianna Smith, Albert

127 - 127

To give Bylaw No. 11523 first reading in order to change the future land designation from S2RES - Single/Two Unit Residential designation to the MRL - Multiple Unit Residential (Low Density) designation.

4.3 292, 284 & 276 Valley Road, BL11524 (Z17-0099) - Richard & Dianna Smith, Albert

128 - 128

To give Bylaw No. 11524 first reading in order to rezone the subject property from the RR3 - Rural Residential zone to the RM3 - Low Density Multiple Housing zone.

4.4	1172 Mission Ridge Rd, Z17-0086 - Barbara Jordan	129 - 135
	To rezone the subject property from A1 and RU1 to RR3 to facilitate a two-lot subdivision at a later date.	
4.5	1172 Mission Ridge Rd, BL11525 (Z17-0086) - Barbara Jordan	136 - 136
	To give Bylaw No. 11525 first reading in order to rezone the subject property from the A1 – Agriculture 1 zone and RU1 – Large Lot Housing Zone to the RR3 – Rural Residential 3 zone.	
4.6	1642 Commerce Avenue, DP17-0255 - Horizon North on behalf of BC Housing	137 - 170
	To consider the form and character of the proposed 55-unit supportive housing project with support services on the subject property.	
4.7	695 Academy Way, DP17-0239 - Meiklejohn Architects (Jim Meiklejohn)	171 - 193
	To consider the form and character of a three storey building on Academy Way known as 'U6'.	
5.	Non-Development Reports & Related Bylaws	
5.1	Provisional 2018 Financial Plan	194 - 230
	To provide an overview of the Provisional 2018 Financial Plan.	
5.2	Okanagan Rail Trail - Status Report	231 - 234
	To provide Council with a status report on the Okanagan Rail Trail project.	
5.3	2017 Budget Amendment - Okanagan Rail Corridor, Canada 150 Grant Funding	235 - 237
	To increase the 2017 budget for the Rail Trail Project to account for additional costs associated with and eligible for Canada 150 Grant funding.	
5.4	815 Lawrence Avenue, Heritage Register Request – Addition	238 - 253
	To consider the addition of 815 Lawrence Avenue to the Kelowna Heritage Register.	
5.5	924 Laurier Avenue, Heritage Register Request – Addition	254 - 276
	To consider the addition of 924 Laurier Avenue to the Kelowna Heritage Register.	
5.6	Downtown Area Parking Plan Development	277 - 346
	To provide Council with preliminary information on development of an updated parking plan for the downtown area and obtain endorsement to explore a number of potential options for consideration.	

- 5.7 Uptown Rutland Business Improvement Area – BL11504** 347 - 349
- To submit the Certificate of Sufficiency for the Uptown Rutland Business Improvement Area and to advance Bylaw No. 11504 for adoption.
- 5.8 BL11504 - Uptown Rutland Business Improvement Area 2018-2022 Bylaw** 350 - 365
- To adopt Bylaw No. 11504 for the renewal of the Uptown Rutland Business Improvement Area 2018-2022.

6. Mayor and Councillor Items

7. Termination



City of Kelowna Regular Council Meeting Minutes

Date: Monday, December 4, 2017
 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 and Luke Stack

Members Absent: Councillor Mohini Singh

Staff Present: City Manager, Ron Mattiussi; City Clerk, Stephen Fleming, Community Planning Department Manager, Ryan Smith*; Urban Planning Manager, Terry Barton*; Planner Emily Williamson*; Divisional Director, Active Living & Culture, Jim Gabriel*; Community & Neighbourhood Services Manager, Mariko Siggers*; Long Range Planning Manager, James Moore*; Community Planning & Strategic Investments, Doug Gilchrist*; Integrated Transportation Department Manager, Rafael Villarreal*; Community Engagement Manager, Kari O'Rourke*; Parks & Buildings Planning Manager, Robert Parlane*; Park & Landscape Planner, Lindsay Clement*; Real Estate Services Manager, John Saufferer*; Director, Strategic Investments, Derek Edstrom*; Infrastructure Operations Department Manager, Ian Wilson*; Legislative Coordinator (Confidential), Arlene McClelland

(* Denotes partial attendance)

1. Call to Order

Mayor Basran called the meeting to order at 1:33 p.m.

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

2. Confirmation of Minutes

Moved By Councillor Given/Seconded By Councillor Gray

R981/17/12/04 THAT the Minutes of the Regular Meetings of November 27, 2017 be confirmed as circulated.

Carried

3. Imagine Kelowna

3.1 Imagine Kelowna Draft Vision Principles and Goals (Guests Allan Neilson, Vianne Kintzinger, Frida Morales)

Staff:

- Introduced the Draft Vision Principles and Goals as well as guests Allan Neilson, Vianne Kintzinger, Frida Morales

Allan Neilson, Vianne Kintzinger, Frida Morales

- Displayed a PowerPoint Presentation summarizing the draft vision, values, principles and goals for the community along with next steps and responded to questions from Council.

Moved By Councillor Hodge/Seconded By Councillor Given

R982/17/12/04 THAT Council receives for information, the report from the Manager for Strategic Visioning Project dated December 4, 2017 regarding the Image Kelowna Draft vision, values, principles and goals.

Carried

4. Development Application Reports & Related Bylaws

4.1 366 Braeloch Rd, Z17-0082 - Richard Bazett

Staff:

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

Moved By Councillor Sieben/Seconded By Councillor DeHart

R983/17/12/04 THAT Rezoning Application No. Z17-0082 to amend the City of Kelowna Zoning Bylaw No. 8000 by changing the zoning classification of Lot A Section 23 Township 28 SDYD Plan 19727 Except Plan KAP59227, located at 366 Braeloch Rd, Kelowna, BC from the RR3 – Rural Residential 3 zone to the RU1 – Large Lot Housing zone, be considered by Council;

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

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

Carried

4.2 366 Braeloch Rd, BL11517 (Z17-0082) - Richard Bazett

Moved By Councillor Given/Seconded By Councillor Donn

R984/17/12/04 THAT Bylaw No. 11517 was read a first time.

Carried

4.3 772 Nathan Rd, Z17-0071 - Douglas and Diane Steinke

Staff:

- Displayed a PowerPoint Presentation summarizing the application.

Moved By Councillor Stack/Seconded By Councillor Donn

R985/17/12/04 THAT Rezoning Application No. Z17-0071 to amend the City of Kelowna Zoning Bylaw No. 8000 by changing the zoning classification of Lot 2, DL 358, ODYD, Plan 19849 located at 772 Nathan Road, Kelowna, BC from the RU1 – Large Lot Housing zone to the RU1c – Large Lot Housing with Carriage House zone be considered by Council;

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

Carried

4.4 772 Nathan Rd, BL11518 (Z17-0071) - Douglas and Diane Steinke

Moved By Councillor Gray/Seconded By Councillor Given

R986/17/12/04 THAT Bylaw No. 11518 be read a first time.

Carried

4.5 1155 Pacific Ave, Z17-0051 - Necessary Homes Inc.

Staff:

- Displayed a PowerPoint Presentation summarizing the application.

Moved By Councillor Donn/Seconded By Councillor Hodge

R987/17/12/04 THAT Rezoning Application No. Z17-0051 to amend the City of Kelowna Zoning Bylaw No. 8000 by changing the zoning classification of Lot 1, Block 1, DL 137, ODYD, Plan 5042 located at 1155 Pacific Avenue, Kelowna, BC from the RU6 – Two Dwelling Housing zone to the RM4 – Transitional Housing zone be considered by Council;

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

AND THAT final adoption of the 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 December 4, 2017;

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

Carried

4.6 1155 Pacific Ave, BL11519 (Z17-0051) - Necessary Homes Inc.

Moved By Councillor Given/Seconded By Councillor Gray

R988/17/12/04 THAT Bylaw No. 11519 was read a first time.

Carried

4.7 588 Radant Rd, Z17-0080 - Craig Bulawka Professional Corporation

Staff:

- Displayed a PowerPoint Presentation summarizing the application.

Moved By Councillor Given/Seconded By Councillor Dehart

R989/17/12/04 THAT Rezoning Application No. Z17-0080 to amend the City of Kelowna Zoning Bylaw No. 8000 by changing the zoning classification of Lot 3 Section 6 Township 26 ODYD Plan 9002, located at 588 Radant Rd, 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 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 December 4, 2017.

Carried

4.8 588 Radant Rd, BL11520 (Z17-0080) - Craig Bulawka Professional Corporation

Moved By Councillor Hodge/Seconded By Councillor Gray

R990/17/12/04 THAT Bylaw No. 11520 was read a first time.

Carried

4.9 4611 Gordon Dr, Z17-0075 - David & Sandra Marshall

Staff:

- Displayed a PowerPoint Presentation summarizing the application.

Moved By Councillor Stack/Seconded By Councillor Gray

R991/17/12/04 THAT Rezoning Application No. Z17-0075 to amend the City of Kelowna Zoning Bylaw No. 8000 by changing the zoning classification of Lot A District Lot 357 ODYD Plan 41826, located at 4611 Gordon Dr, Kelowna, BC from the RU1c– Large Lot Housing with Carriage House 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 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 December 4, 2017;

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

Carried

4.10 4611 Gordon Dr, BL11521 (Z17-0075) - David & Sandra Marshall

Moved By Councillor Given/Seconded By Councillor Donn

R992/17/12/04 THAT Bylaw No. 11521 was read a first time.

Carried

4.11 2147 Pier Mac Way, DP17-0116 - Fortis BC Inc.

Staff:

- Displayed a PowerPoint Presentation summarizing the application.

Moved By Councillor Hodge/Seconded By Councillor Stack

R993/17/12/04 THAT Council authorizes the issuance of Development Permit No. DP17-0116 for Lot 2, Section 23, Township 23, ODYD, Plan 2257 except Plan H15414, located on 2147 Pier Mac Way, Kelowna, BC to allow the placement of 720 Solar Panel Modules subject to the following:

The siting of the solar panel modules be installed on the land in general accordance with Schedule "A";

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

Carried

4.12 1211 Frost Road, DP17-0177 - Justin Dyck, Craven Huston Powers Architects

Staff:

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

Moved By Councillor Sieben/Seconded By Councillor Gray

R994/17/12/04 THAT Council hear from the Applicant.

Carried

Staff:

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

David Widdis, Planning Manager, Central Okanagan School District No. 23

- Recognize how small the site is and smaller than what the Ministry would allow to purchase however 5 or 6 years ago was designed for 600 students but with growth there are now 750 students.
- Meet the parking requirements within the Zoning Bylaw being 2 stalls per classroom size; determined by classrooms and not teachers. Will evaluate the situation each year.
- Would like to have a safe route to school and will try to enhance walking with sidewalks or have a specialized drop off zone and will look into this once school opens.
- Believes four or five buses will be going to that site and will hopefully take a majority of the vehicles off site.
- Confirmed the stacking component has not been worked out but noted that stacking will take place on site and not on the street; it is a 2 lane access so vehicles will still be able to get around car stacking.
- Responded to questions from Council.

Moved By Councillor Sieben/Seconded By Councillor Donn

R995/17/12/04 THAT Council authorizes the issuance of Development Permit No. DP17-0177 for Lot 1, DL 579, Similkameen Division Yale District, Plan EPP33403, located at 1211 Frost Road, Kelowna, BC subject to the following:

1. The dimensions and siting of the building to be constructed on the land be in accordance with Schedule "A,"
2. The exterior design and finish of the building to be constructed on the land, be in accordance with Schedule "B";
3. Landscaping to be provided on the land be in accordance with Schedule "C";

4. The applicant be required to post with the City a Landscape Performance Security deposit in the form of a "Letter of Credit" in the amount of 125% of the estimated value of the landscaping, as determined by a Registered Landscape Architect;

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

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

Carried

5. Bylaws for Adoption (Development Related)

- 5.1 OCP17-0017 (BL11490) - City of Kelowna - Amendment to Chapter 14 - Urban Design DP Guidelines**

Councillor Gray declared a conflict of interest as she owns property across the street from the subject area and departed the meeting at 3:25 p.m.

Moved By Councillor Hodge/Seconded By Councillor Donn

R996/17/12/04 THAT Bylaw No. 11490 be adopted.

Carried

- 5.2 TA17-0005 (BL11491) - City of Kelowna - RU7 Text Amendment**

Moved By Councillor Stack/Seconded By Councillor DeHart

R997/17/12/04 THAT Bylaw No. 11491 be adopted.

Carried

Councillor Gray rejoined the meeting at 3:25 p.m.

6. Non-Development Reports & Related Bylaws

- 6.1 Interim Park Access**

Staff:

- Displayed a PowerPoint Presentation summarizing the interim park accesses and responded to questions from Council.

Moved By Councillor Hodge/Seconded By Councillor Given

R998/17/12/04 THAT Council receives for information, the report from the Parks & Buildings Planning Manager dated December 4, 2017 with respect to Interim Park Access;

AND THAT Council directs staff to develop interim access plans for 808 Manhattan Drive, Swick Road Beach Access and Bluebird Beach Park;

AND THAT Council directs staff to develop a Memorandum of Understanding with KLO Neighbourhood Association to allow them to commence fund-raising for interim access to Pandosy Waterfront Park;

Carried

Moved By Councillor Given/Seconded By Councillor Stack

R999/17/12/04 AND THAT Council directs staff to exclude an off-leash dog beach as part of the Interim Park Access plan for Pandosy Waterfront Park.

Carried
Councillor Hodge - Opposed

6.2 Bluebird Beach Park – Amenity Opportunity Update

Staff:

- Displayed a PowerPoint Presentation summarizing a commercial component as part of the park development and responded to questions from Council.

Moved By Councillor Sieben/Seconded By Councillor Hodge

R1000/17/12/04 THAT Council receives, for information, the report from the Manager, Real Estate Services dated December 4, 2017, providing a summary of the due diligence completed to determine the potential for a third-party partnership to help finance all or part of the recently required park property at 4010-4020 Lakeshore Road;

AND THAT Council directs staff to continue to explore boutique-type amenity opportunities as part of the park development in order to animate the park and provide additional services and revenue streams.

Carried

6.3 2018 Community Social Development Grants and Transitional Grant-in-Aid Funding

Staff:

- Provided an update on the Community Social Development Grants program.

Moved By Councillor Gray/Seconded By Councillor Donn

R1001/17/12/04 THAT Council receives, for information, the report from the Community & Neighbourhood Services Manager dated December 4, 2017, regarding the Community Social Development Grants and transitional grant in aid funding;

AND THAT Council approve the resiliency approach to prioritize Community Social Development Grant applications for the 2018 grant intake as outlined in the report of the Community & Neighbourhood Services Manager, dated December 4, 2017;

AND FURTHER THAT Council approves the on-going allocation of \$100,000 as per the 2017 Transitional Grant-in-Aid allocation:

- \$85,000 to the Community Social Development Grant program; and
- \$15,000 to the Organization Development Grant program.

Carried

6.4 Inclusive Washrooms

Staff:

- Displayed a PowerPoint Presentation summarizing options regarding inclusive washroom facilities.

Moved By Councillor Hodge/Seconded By Councillor Donn

R1002/17/12/04 THAT Council receive for information the November 27, 2017 report of the Infrastructure Operations Manager on inclusive washrooms

Carried

7. Bylaws for Adoption (Non-Development Related)

7.1 BL11443 - Housing Authorization Agreement Bylaw - 205 HWY 33 E - 666344BC Ltd

Moved By Councillor DeHart/Seconded By Councillor Sieben

R1003/17/12/04 THAT Bylaw No. 11443 be adopted.

Carried

7.2 BL11387 - Housing Authorization Agreement Bylaw - 1920 Enterprise Way - 1920 Enterprise Way / Mission Group Rentals Inc.

Moved By Councillor Sieben/Seconded By Councillor DeHart

R1004/17/12/04 THAT Bylaw No. 11387 be adopted.

Carried

7.3 BL11506 - Housing Authorization Agreement Bylaw - 225 Rutland Road South - Suntec Holdings Corporation

Moved By Councillor Sieben/Seconded By Councillor DeHart

R1005/17/12/04 THAT Bylaw No. 11506 be adopted.

Carried

7.4 BL11510 - Amendment No. 6 to Utility Billing Customer Care Bylaw No. 8756

Moved By Councillor DeHart/Seconded By Councillor Stack

R1006/17/12/04 THAT Bylaw No. 11510 be adopted.

Carried

8. Mayor and Councillor Items

Councillor Sieben:

- Thanked Hotel Eldorado and Argus Properties for their fundraising efforts in support of the KGH Foundation.

Councillor Gray:

- Spoke to the upcoming Chamber of Commerce Luncheon next week.

Councillor Donn:

- Spoke to his attendance at the Taste of Japan event at the Parkinson Recreation Centre on December 3rd.
- Recognized homeless, residential and overdose crisis occurring in the City.

Councillor Given:

- Spoke to the upcoming Salvation Army Tiny Tim Charity Toy Breakfast on December 7th at the Coast Capri Hotel from 6:30 a.m. to 9:30 a.m.

Mayor Basran:

- Spoke to the Canadian School of Ballet Nutcracker Production this weekend at the Community Theatre.

9. Termination

This meeting was declared terminated at 4:48 p.m.

Mayor

/acm

[Handwritten Signature]

[Handwritten Initials]

City Clerk

DRAFT

Report to Council



Date: December 11, 2017
File: 0100-01
To: City Manager
From: Deputy City Manager
Subject: Value Planning Assignment – 2016-2030 Fire Department Strategic Plan

Recommendation:

That Council receives, for information, the report from the Deputy City Manager, dated December 11, 2017.

And That City Council at the 2018 Budget deliberations consider adding additional resources as per the Fire Chief’s budget submissions.

And That the results of the Value Planning Assignment (Appendix 1) be forwarded to the Fire Chief for consideration in updating the Kelowna Fire Department Strategic Plan.

And That the Kelowna Fire Department with the assistance of various City Department’s including the City’s analytics team continue to monitor and investigate past call volumes, practices, proposed growth and determine what policies and actions be considered for implementation in 2018 and beyond.

Purpose:

To present the results of the Value Planning Assignment.

Background:

The Kelowna Fire Department provides an important service to the citizens of Kelowna and beyond. The Kelowna Fire Department’s passion and commitment to serve our community is exemplary especially given the significant call volumes that continue to rise. The outstanding service is confirmed by the 2017 Citizens Survey which indicated that 95 % of citizens are extremely satisfied with the services offered making fire services the highest ranked City service.

In 2016 the City Manager directed the City’s new data analytics team to work with the Fire Department to review the recommendations of the 2016 KFD Strategic Plan to determine if the proposed new Fire

Hall near John Hindle Drive and Glenmore Road was the best location for a new fire hall in Glenmore. The internal analytics team was not in place when the 2016-2030 Kelowna Fire Department Strategic Plan was created. The City's Information Services Department had just recently conducted a review of our snow clearing response during the past winter's major storm event which helped improve service. A preliminary analysis by our internal analytics team of the data provided by the Fire Department and their consultants concluded the addition of a truck and fire fighters at Station No. 1 Enterprise Hall would provide the biggest performance improvement in the short-term. Also the proposed location for the new fire hall at Glenmore Road and John Hindle Drive was not optimal given the majority of calls are along the Highway 97 corridor. Although there was general agreement that the methodology and analysis was sound there was not a consensus on a future course of action at that time.

The KFD Strategic Plan and corresponding 2017 Budget included a request to upgrade Paid On Call Fire Hall No. 8 at 550 Valley Road North in Glenmore to accommodate on a temporary basis a permanent full-time professional fire fighter hall until a new fire hall could be built near John Hindle Drive and Glenmore Road by 2020. The 2017 request also included 12 fire fighters, an Engine and an additional 8 fire fighters in 2019. The strategic plan proposed removing the existing rescue truck from Station No. 1 Enterprise until additional fire fighters were potentially added in 2019 and moving the 8 fire fighters to the Glenmore Fire Hall with the additional 12 new firefighters to complete the unit.

The analytics team found that the data indicated removing the rescue unit from Enterprise Fire Hall no.1 would significantly decrease overall performance in the short-term given the majority of calls are first medical response and located along the Highway 97 corridor. Placement of the rescue truck in Glenmore as per the Strategic Plan was due in part to managing overall fire risk associated with North Glenmore. It was determined that more work would have to be undertaken to try to resolve the matter and ensure the best overall decision is made. In the meantime, with John Hindle Drive not being complete, Council did not approve the 2017 budget requests.

In 2017 the City Manager directed the Deputy City Manager to conduct a value planning exercise with an independent third party with both analytics and emergency management experience, on the KFD Strategic Plan given the questions the internal data analysis raised and the importance of the decision. At that time our new Fire Chief had not been appointed however it was critical the work be carried out before the 2018 budget. Appendix 2 summarizes the intent of the value planning exercise. Specifically, the exercise was to determine if adding a Glenmore Fire Hall and 20 fire fighters immediately provided the best value to the City. The exercise was also to determine if the current locations of the existing fire halls and the proposed location near John Hindle Drive and Glenmore Road were in the optimal locations and what additional resources were required in 2018 and beyond.

In the summer of 2017 the City hired Darkhorse Analytics to review the Kelowna Fire Department's Strategic Plan. Darkhorse is an Edmonton based company that specializes in data analytics and has extensive experience working with emergency management services throughout North America. Darkhorse confirmed the City's analytics team initial findings. Darkhorse's information *partially aligns with KFD Strategic Plan* regarding need for additional resources and a fire hall is required sometime in the future but timing and location doesn't align with the plan.

Darkhorse completed the value planning exercise and based on their analysis provided the following statements:

In the near term, the main concern is the high growth in call volumes. Calls have increased by 10% in each of the previous three years reaching just over 11,400 in 2016. Medical calls make up the bulk of responses (65%) and account for the majority of the growth. Breathing problems and chest pain are the two largest call categories with approximately two thousand calls per year between the two of them. Roughly half of the fire calls are minor fires and another 40% are responses to alarms.

The Fire Department uses two targets for response performance: First Due and Effective Response Force (ERF). First Due measures how quickly the department can respond with a single vehicle, and is primarily associated with medical calls. ERF is the time it takes to have sufficient personnel on-scene to begin suppression activities. KFD reaches 84% of medical calls (First Due) and 74% of its fire calls (ERF) in its target times. (First Due Performance is % of calls reached in 9:04 Urban Non-Medical, 9:00 Urban Medical, 13:04 Rural Non-Medical, 13:04 Rural Medical. ERF Performance is % of calls reached with three suppression vehicles within 12:00 Urban, 18:00 Rural for structure fire events. The goal for all time targets is 90%).

To understand what drives response performance in KFD, we studied the root causes of response issues and came to the following conclusion: the majority of improvement in ERF responses can be found in improving unit availability through adding resources. Right now, there is only a small portion of the City that can be reached in a reasonable time with an Effective Response Force and the service would be unable to respond to simultaneous fires effectively.

By adding a single unit to the best possible location (Enterprise station), fire response improves by over 13.5% to 86.7%. This also improves the flexibility and risk profile of the overall system and allows KFD to better reposition resources in response to anticipated demand.

The second major item we evaluated was the need for and timing of a station location in the Glenmore area. Adding a station to the Glenmore/Hindle area improves Medical First Response (MFR) by 1.0% and fire response by 1.8%.

The best possible location for a new station is actually further south in the Glenmore Watson area. If added there, the station would improve MFR by 1.8% and fire response by 6.0%.

The timing of the new station is more difficult to analyze and is more an issue of balancing budget requirements with risk. If added in 2018, the new station would have a similar call volume as the Mission station and would be as busy as average stations in comparable communities (Strathcona County, AB and Abbotsford, BC). Furthermore, call volumes in Glenmore are expected to grow more quickly than the City as a whole.

There are a few other considerations:

- *Kelowna has exceptionally high call volumes per population*
- *Most of the call volume in Glenmore is generated by two properties that may be*

able to reduce it

- The Glenmore area (unlike the Mission area) has neighbouring stations that can provide some coverage of the community
- Flexing a vehicle into the Valley Road station at peak times would provide reasonable response performance into Glenmore

These factors suggest that there is some flexibility in the timing of adding a new station to Glenmore.

To help understand the long term picture for the City of Kelowna, we worked with the City Planning group to generate a spatial call forecast through 2030. Over the past three years, Kelowna has averaged roughly ten thousand calls per year, but also a growth rate of about 10% per year. We expect call growth to match the rate of population growth (2.3%) in our forecast and to reach just over thirteen thousand calls in 2030. We expect most of the growth to be concentrated in the Downtown and Glenmore with some additional growth in the Upper Mission and Black Mountain areas.

We can use this forecast to evaluate current stations and to see how robust the locations are into the future. We found the following:

- The downtown station would be better situated further inland near Harvey and Richter.
- A station in Glenmore/Watson is the best location for any new station both today and into the foreseeable future.
- The Mission station will eventually need to be split into two with one in Pandosy and a second in the Upper Mission.

There is significant uncertainty around demand growth. Although over the long term, calls will grow at a rate commensurate with population, Kelowna has experienced three years of exceptionally high growth (~10%). Our evaluation of the data suggests that the call levels do not have a strong seasonality component and thus cannot be blamed entirely on summer tourists. Other communities have found benefit in taking active steps to prevent both medical and fire calls.

Strategies to understand and prevent calls may include:

- Identifying call hotspots and frequent users and then developing outreach programs to minimize the need for services in vulnerable communities;
- Coordinating with the BC Ambulance Service to identify events where Fire Department responses are required and should be dispatched (i.e., when an ambulance can't arrive in a timely manner) and those where an ambulance will arrive in a timely manner; and,
- Developing a risk-based fire prediction model that would prioritize certain structures for inspection and intervention

Finally, as part of the agreement, Darkhorse has provided the City a set of tools to use for ongoing monitoring, scenario analysis, and evaluation. With these tools, both the City administration and the Kelowna Fire Department will be better able to understand and respond to issues as they arise.

In summary, we recommend the following:

1. *A new response unit should be added to the system, preferably at Enterprise Station.*
 2. *The City should monitor call volumes - particularly in the Glenmore area - and take active steps to prevent calls citywide*
 3. *The City should begin exploring options for a Glenmore station in the Glenmore/Watson area*
- A few additional findings:*

- 1) *Demand growth is primarily attributed to growth in medical first response incidents, while fire calls are growing at a rate comparable to population growth.*
- 2) *Kelowna's call demand per career station is nearly double that of comparable Canadian cities, but tends to be highly concentrated in the downtown core.*
- 3) *Even with the addition of a new station, Kelowna would still have a higher call volume per station than most jurisdictions (~1900 Incidents/FT Station /Year compared to ~1300 Incidents/FT Station/Year)*
- 4) *The current locations of the existing career stations are near optimal when it comes to First Due responses.*
- 5) *First Due response performance to the Glenmore area is poor, but call volumes there are low.*
- 6) *There are several levers available to the City to improve fire service delivery to its residents. A multi-faceted approach that aims to target service demand and supply of resources should be encouraged. Strategies may include:*
 - a) *Identifying call hotspots and developing outreach programs to minimize the need for services in vulnerable communities;*
 - b) *Coordinating with the BC Ambulance Service to identify events where Fire Department responses are required and should be dispatched (i.e., when an ambulance can't arrive in a timely manner);*
 - c) *Adding smaller units to address the growth in medical first responses; and*
 - d) *Adding additional units/resources so that KFD's workload is more in line with other Fire Departments across the country.*

Based on the information from both Darkhorse and our internal analytics team the following is also provided for Council as information.

As confirmed by Darkhorse, sixty-five percent of call volume is related to first medical response. Although Darkhorse believes call volume will level off, if it doesn't, call volume could double in seven years if the current trend continues. This may drive the need for significant additional resources in the future. While every community is unique there are several examples of how fire departments have effectively reduced the number of calls. Call volumes in Kelowna are almost double to comparable cities. Chief Whiting is investigating what is driving this abnormal call volume and developing strategies, policies and programs to mitigate. Currently, KFD is meeting regularly with BCAS to look at increased communication and clarity on how to maximize support to the community, while managing call volumes and reducing unnecessary calls. In addition, KFD is working through the Fire Chiefs Association of BC (FCABC) to look provincially on how to manage the increase demands of the FMR program. This includes consideration of cost coverage and balancing the Province's role with the ability of local departments to support their communities. BC Ambulance response targets are responding within 9 minutes 75% of the time in urban areas. KFD's targets is 7 minutes and 40 seconds 90% of the time in urban areas. We

understand in the province the BC Ambulance target is only met approximately 51% of the time. Improvement in this area is critical given current trends and projections. The City needs to understand the true cost of providing first medical response given the significant number of first medical response calls and how BC Ambulance performance impacts. As noted above, KFD has ongoing discussions with BCAS and the RCMP to reduce redundancy. BCAS adding resources to improve performance will also be pursued.

It's also important the City work with BC Ambulance and other jurisdictions to determine the cost of delivery, service level agreements and potentially cost recovery given the increasing demands on municipal fire departments. Work also needs to be done to understand BC Ambulance's standards and ability to provide first medical response to the community without requiring local governments to add additional resources and impact its ability to fight fires.

The Fire Prevention division of KFD actively pursues managing call volume. Through timely inspections to reduce risk and their public education initiatives, the Prevention Branch works proactively to reduce fire risk. The team works closely with Building Inspection and Planning on new developments with the goal of finding ways to support the construction activity in a way that meets public safety needs. They also work with Bylaw on identifying challenging properties, especially those with multiple false alarm complaints, to reduce false alarms and if needed, to fine non-compliant property owners. Higher fines should be considered for properties that have frequent fire alarms to encourage them to reduce the number of false alarms.

Addressing the supply side is also necessary. For example, ten properties in the downtown zone make up approximately 23 % of false alarms and two properties in Glenmore make up approximately 30 per cent of calls in that area. Local governments can also review guidelines regarding the future location of high use services to ensure the City's ability to service within current and future emergency services. Once again Chief Whiting is investigating and developing strategies, policies and programs to mitigate.

The City also has the opportunity to strike a cross-departmental team to look at the ideal location of all fire stations taking into consideration the remaining life-span of all existing fire stations and other civic needs. Locating a fire hall within a multi-use site should also be examined. This was beyond the scope of the Value Planning Assignment. Given the long-term nature of these capital investments it would be prudent to take the time to review how best to move forward considering all the factors.

Finally, KFD is proactively working closely with Human Resources and the City's analytics team to understand opportunities to better understand resource management and overtime controls. In working with the Divisional Director of Human Resources, KFD is looking at the long term needs of the department and how better long term work force management processes may assist going forward. The internal analytics team is mapping past overtime costs to determine patterns and drivers which may allow us to proactively manage overtime costs better going forward. KFD is working with a number of City departments to understand City growth and to develop a long term station location plan that recognizes not just the current need, but where the need will be over the next 20 – 40 years, to ensure any new construction meets the future needs of the community.

Internal Circulation:

**Divisional Director Corporate Strategic Services
Divisional Director Corporate and Protective Services
Fire Chief
Divisional Director, Human Resources**

Financial/Budgetary Considerations: The 2018 Budget proposes to add resources subject to City Council approval. Resources include a Fire Engine, 12 fire fighters and renovations to Station 8 in Glenmore to accommodate these permanent fire fighters on a temporary basis. From that location, the unit will be able to deploy dynamically to assist with call volumes during the day especially as it relates to Station No.1 Enterprise and Station No. 2 Water, but will be located in the growing north end of the City at night to manage fire risk.

Considerations not applicable to this report:

Personnel Implications:

Legal/Statutory Authority:

Legal/Statutory Procedural Requirements:

Existing Policy:

External Agency/Public Comments:

Communications Comments:

Alternate Recommendation:

Submitted by:



Joe Creron, Deputy City Manager

Approved for inclusion:



Ron Mattiussi, City Manager

APPENDIX 2

"Value Planning Assignment"

In 2016 the Kelowna Fire Department (KFD) completed its 2016-2030 Strategic Plan and it was approved by City Council. The plan states it is built on risk analysis, the use of predictive modelling including historical data analysis, industry practices, community comparatives and subject matter expert input. In summary the strategic plan proposes the following:

- Build a new fire station and training centre in Glenmore by 2020. Capital costs of a new station including land, building and outfitting would be over \$7 million. In the meantime, in 2017 Station 8 in Glenmore which exists today as a Paid on Call (POC) station would be outfitted with dorms among other things and a total of 20 fire fighters would be hired over the next 2 years (12 in 2017 and 8 in 2019) working out of Station 8. The costs associated with incremental staffing options would range from \$3.48 million to \$ 3.09 million per year.*
- KFD will set a performance target to achieve an average turnout time of 1:40 minutes for fire response and 1:20 minutes for medical responses.*
- KFD will base the preferred PM/DDS analysis on geographic coverage along with incident volume (risk based response).*
- KFD will establish performance targets for response times within the permanent growth boundary (PGB) to have the first fire truck arriving (dispatch to on the scene) within 7:40 minutes 90% of the time of being dispatched for all emergency types. For areas outside the PGB, the deployment is the same with the first truck arriving 11:40 minutes 90% of the time of being dispatched to arriving on scene.*
- That KFD and the City conduct a complete review and audit of the contracted area fire suppression service to establish performance measures or alternatively determine if KFD can provide an equivalent level of service.*
- KFD will monitor the need for 1 additional Fire Inspector focussed on public education and pre fire planning functions.*
- That KFD continue to further market dispatch services to both traditional and non traditional clients, with a focus on managing current costs to the City, while maintaining or enhancing critical service levels.*
- There is a service gap in the KLO/Gordon/Pandosy area and it will be served by dynamic deployment and risk based responses until a sixth station is required sometime after 2025. The 6th station is currently considered in the 2030 Capital Infrastructure Plan.*

Provision of fire services today are discretionary as there is no legislation mandating the levels or type of fire services that any municipalities provide. Services provided today include fire operations (suppression and first medical response), fire prevention (inspections, investigations, public education, juvenile firesetters program, development/construction review), fire training, regional fire dispatch, regional emergency management, regional rescue services (hazmat), road rescue, technical rescues such as ice and low embankment rescues, technical high angle rope/swift water and confined space plus marine rescues.

In anticipation of the 2017 budget and the impact on taxpayers of building a new fire hall and staffing five years earlier than originally planned, the Information Services Department (ISD) of the Corporate and Strategic Service Division was tasked with working with a team including the Fire Department to analyze data and determine if building a new station in Glenmore and adding 20 staff was the best option today. Phase 1 was a drive time analysis model to review various options and scenarios. John Hindle Drive was assumed to connect Highway 97 and Glenmore Drive. Some of the findings of our Information Services analytics team are as follows:

- 1. 6-minute driving time from all the current full time stations covers most of the urban area.*
- 2. Water Street Full time station significantly overlaps with other stations. Enterprise Fire Station overlaps with the majority of the Water Street station zone coverage.*
- 3. The bulk of the incidents are in the downtown core, along highway 97 with another less significant hub in Rutland. Traffic Corridors are where most of the incidents occur.*
- 4. The Deccan Model illustrates that when John Hindle Drive is completed, areas that were not within preferred travel times will then fall within preferred times.*
- 5. Building a new Fire Station in Glenmore would provide targeted drive time to an additional 8% of the structures in the City.*
- 6. Between 2012 and 2016, on average, fire halls are available at least 90% of the time per day.*
- 7. First Medical Responses account for the majority of incidents and reflect a significant portion of the predicted and actual incident growth. First medical response accounts for 66% of the total response call volume. Although firehalls are available most of the time as noted by point 6 above, when they are not available it is in large part due to a large volume of first medical response.*
- 8. In 2016, Glenmore would have only average 3.3 calls per day if an engine company had been deployed in that area*
- 9. The Fire Department Strategic Plan proposes starting with 12 fire fighters as an interim measure at the current Glenmore station, moving the rescue truck staffing to Glenmore (2 members) to staff an engine. The addition of the final 8 new would allow the rescue truck to be staffed back at Station 1 Enterprise. Moving the rescue truck from Enterprise to Glenmore drops availability across city and significantly in the Enterprise response zone.*
- 10. Proposed Glenmore Station is at the edge of the population boundary therefore will spend most of its time outside of its boundary.*

The Assignment

Conduct a value planning exercise on the Fire Department's Strategic Plan and determine if adding 20 fire fighters over the next 2 or 3 years as proposed by the Fire Department's Strategic Plan and building a new fire station in Glenmore is the best course of action in the short term or is there a better alternative or alternatives. As part of the exercise determine based on current services provided an appropriate minimum resource level (including staffing) of suppression fire fighters on shift, recognizing that there is a difference in service level expectations between areas within and outside of the permanent growth boundary. The current minimum resourcing level is 19 which includes 4 engine companies (4 person each), 1 rescue squad (2 person) and a Platoon Captain. We would expect as part of this exercise station optimal station locations. A recommendation by the

consultant regarding adding additional resources for 2018 and beyond will be needed by September 30th, 2017 and will include a presentation to City staff and likely include at least one presentation to City Council. The completion of the value planning exercise and final report November 1st, 2017, including recommendation on building a new fire hall would be preferred.

Background materials for review include:

- 1. 2016-2030 Fire Department Strategic Plan*
- 2. Information Services Fire Department Analytics Presentation (2 hours)*
- 3. Call data*
- 4. Additional information that we determine is important*

As part of this assignment you may engage the following as individuals or teams as necessary:

City Manager

Deputy City Manager

Divisional Director Corporate and Protective Services

Fire Chief (subject area expert)

Deputy Fire Chief Operations

Deputy Fire Chief Emergency Management

Information Systems Manager

Divisional Director Financial Services

Human Resources Divisional Director

Other staff as required

The Deputy City Manager (DCM) will be the current lead on this project. Your firm must maintain complete confidentiality during this assignment and only discuss this project with the individuals noted above, unless authorized by the Deputy City Manager.

Please provide your proposal to the DCM by August 11, 2017. Your proposal should address the deadlines noted above, methodology and process to complete this assignment including timelines and cost. This assignment will not include any public input. If you require any clarification a phone call will be arranged prior to August 3rd.



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EMERGENCY SERVICES

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FINAL REPORT

City of Kelowna Fire Plan Value Analysis

DECEMBER 6, 2017

Executive Summary

Darkhorse Analytics was engaged by the City of Kelowna to conduct a value planning analysis for the Kelowna Fire Department (KFD). The primary objectives of the study were to review the 2016-30 Strategic Plan and to provide input on:

- The need for, timing of, and location of additional stations
- The need for and timing of additional response vehicles
- Call demand growth
- Strategies to respond to growth and manage risk

To answer these questions, Darkhorse conducted a detailed analysis of three years worth of historical call patterns, developed a spatial forecast for call growth through 2030 using the City's population growth forecasts, and applied a station location and deployment model to the current and future City.

In the near term, the main concern is the high growth in call volumes. Calls have increased by 10% in each of the previous three years reaching just over 11,400 in 2016. Medical calls make up the bulk of responses (65%) and account for the majority of the growth. Breathing problems and chest pain are the two largest call categories with approximately two thousand calls per year between the two of them. Roughly half of the fire calls are minor fires and another 40% are responses to alarms.

The Fire Department uses two targets for response performance: First Due and Effective Response Force (ERF). First Due measures how quickly the department can respond with a single vehicle, and is primarily associated with medical calls. ERF is the time it takes to have sufficient personnel on-scene to begin suppression activities. KFD reaches 84% of medical calls (First Due) and 74% of its fire calls (ERF) in its target times¹.

To understand what drives response performance in KFD, we studied the root causes of response issues and came to the following conclusion: the majority of improvement in ERF responses can be found in improving unit availability through adding resources. Right now, there is only a small portion of the City that can be reached in a reasonable time with an Effective Response Force and the service would be unable to respond to simultaneous fires effectively.

By adding a single unit to the best possible location (Enterprise station), fire response improves by over 13.5% to 86.7%. This also improves the flexibility and risk profile of the

¹ First Due Performance is % of calls reached in 9:04 Urban Non-Medical, 9:00 Urban Medical, 13:04 Rural Non-Medical, 13:04 Rural Medical. ERF Performance is % of calls reached with three suppression vehicles within 12:00 Urban, 18:00 Rural for structure fire events. The goal for all time targets is 90%.

overall system and allows KFD to better reposition resources in response to anticipated demand.

The second major item we evaluated was the need for and timing of a station location in the Glenmore area. Adding a station to the Glenmore/Hindle area improves Medical First Response (MFR) by 1.0% and fire response by 1.8%.

The best possible location for a new station is actually further south in the Glenmore Watson area. If added there, the station would improve MFR by 1.8% and fire response by 6.0%.

The timing of the new station is more difficult to analyze and is more an issue of balancing budget requirements with risk. If added in 2018, the new station would have a similar call volume as the Mission station and would be as busy as average stations in comparable communities (Strathcona County, AB and Abbotsford, BC). Furthermore, call volumes in Glenmore are expected to grow more quickly than the City as a whole.

There are a few other considerations:

- Kelowna has exceptionally high call volumes per population
- About 30% of the call volume in Glenmore is generated by two properties that may be able to reduce it (Sandalwood Retirement Resort & Highlands Retirement Residence)
- The Glenmore area (unlike the Mission area) has neighbouring stations that can provide some coverage of the community
- Flexing a vehicle into the Valley Road station at peak times would provide reasonable response performance into Glenmore

These factors suggest that there is some flexibility in the timing of adding a new station to Glenmore.

To help understand the long term picture for the City of Kelowna, we worked with the City Planning group to generate a spatial call forecast through 2030. Over the past three years, Kelowna has averaged roughly ten thousand calls per year, but also a growth rate of about 10% per year. We expect call growth to match the rate of population growth (2.3%) in our forecast and to reach just over thirteen thousand calls in 2030. We expect most of the growth to be concentrated in the Downtown and Glenmore with some additional growth in the Upper Mission and Black Mountain areas.

We can use this forecast to evaluate current stations and to see how robust the locations are into the future. We found the following:

- The downtown station would be better situated further inland near Harvey and Richter.
- A station in Glenmore/Watson is the best location for any new station both today and into the foreseeable future.

- The Mission station will eventually need to be split into two with one in Pandosy and a second in the Upper Mission.

There is significant uncertainty around demand growth. Although over the long term, calls will grow at a rate commensurate with population, Kelowna has experienced three years of exceptionally high growth (~10%). Our evaluation of the data suggests that the call levels do not have a strong seasonality component and thus cannot be blamed entirely on summer tourists. Other communities have found benefit in taking active steps to prevent both medical and fire calls.

Strategies to understand and prevent calls may include:

- Identifying call hotspots and frequent users and then developing outreach programs to minimize the need for services in vulnerable communities;
- Coordinating with the BC Ambulance Service to identify events where Fire Department responses are required and should be dispatched (i.e., when an ambulance can't arrive in a timely manner) and those where an ambulance will arrive in a timely manner; and,
- Developing a risk-based fire prediction model that would prioritize certain structures for inspection and intervention

Finally, as part of the agreement, Darkhorse has provided a set of tools to use for ongoing monitoring, scenario analysis, and evaluation. With these tools, both the City administration and the Kelowna Fire Department will be better able to understand and respond to issues as they arise.

In summary, we recommend the following:

1. A new response unit should be added to the system, preferably at Enterprise Station.
2. The City should monitor call volumes - particularly in the Glenmore area - and take active steps to prevent calls citywide
3. The City should begin exploring options for a Glenmore station in the Glenmore/Watson area

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Background

The City of Kelowna engaged Darkhorse Analytics to conduct a study of the Kelowna Fire Department to evaluate its Strategic Plan, which envisions twenty new firefighters and a new station in the Glenmore area by 2020. Given the capital and personnel costs associated with the plan, the City wanted to validate the initial analysis, understand the tradeoffs associated with the investment, and incorporate changes that have occurred since the plan was developed.

The analysis comprises the following components:

- Data collection and preparation, including standardization and cleaning of project data, and a diagnostic of the relative impact of improving turnout times;
- A spatial forecast of future calls;
- Scenario analyses of optimal station locations both at present and in 2030; and
- Development and handoff of a map-based station location web tool that allows a user to adjust the station configuration and see the impact immediately.

Approach

There were three main elements to the project: Data Preparation and Historical Performance Analysis; Current and Projected Demand Mapping; and Station Location and Scenario Analysis.

Data Preparation and Historical Performance Analysis

Data received from KFD covered unit responses for the period of January 1, 2014, to December 31, 2016. The total number of unit responses in the delivered data is 39,933. Based on unique call identification numbers, there are 31,076 events in the dataset from 2014 to 2016.

To ensure that our modeling is correct, we implemented an outlier removal methodology that flags data points due to informational gaps. Beyond outliers, before analysis, the data is filtered for data that correspond to event level first-responders. Note, outliers are not removed from the reporting tools, only from the analysis used to identify Kelowna-specific parameters.

Outlier Removal Methodology

We flagged and removed outliers based on the following rules:

- Missing timestamp fields: Dispatch, En Route, On Scene

- Invalid response time intervals: null or negative response times for: Incident, Dispatch, En Route, On Scene, In Service, and In Quarters
- Missing XY coordinates
- Unknown apparatus station
- Duplicate records

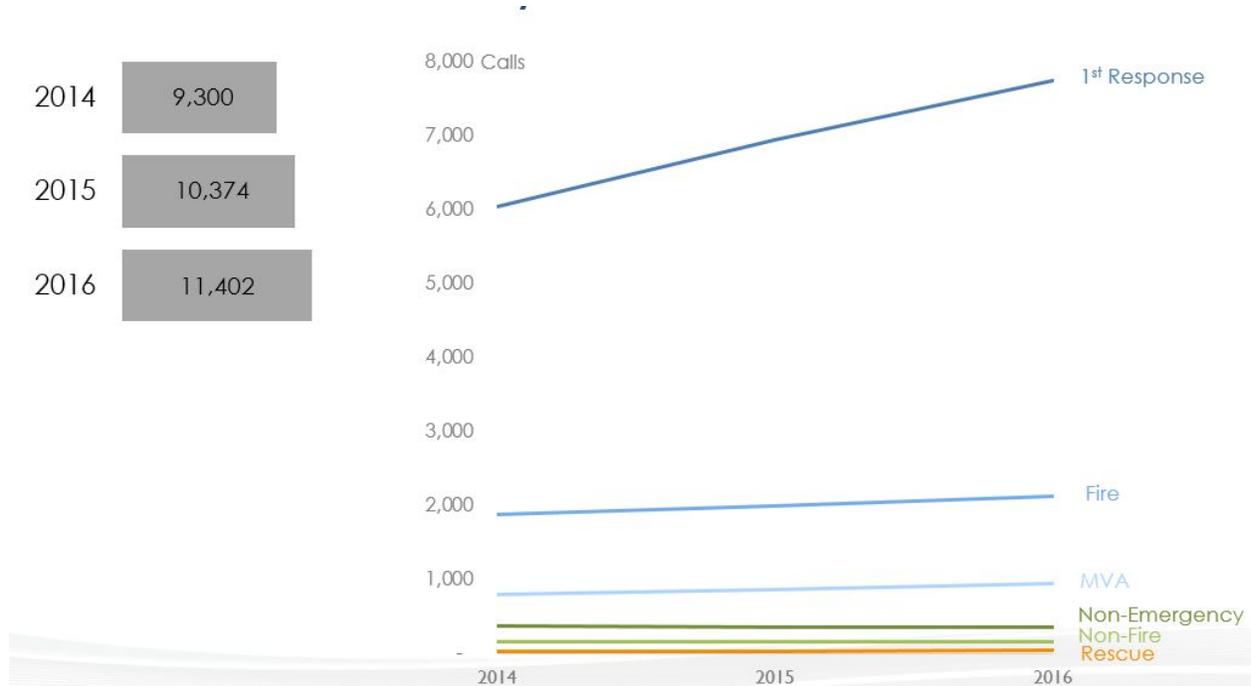
Cancelled Call Removal Methodology

We also removed calls that were cancelled en route as determined by missing On Scene timestamps.

Ultimately, we were left with 29,527 events for our analysis from the initial count of 31,076. Unit responses that are not cancelled or removed as outliers are considered as “valid responses” in the data.

Call Demand Analysis

The following analysis examined the growth rate and composition of service demand over the past three years. Demand has increased by more than 10% per year and is primarily driven by a surge in medical calls. Other call types, such as fire, MVA, and rescue are also growing, but at a rate of 1-5%.



When evaluating the fire department’s workload against comparable services in Canada, it is apparent that Kelowna responds to nearly double the events per career station as other jurisdictions. This is suggestive of a need for more resources, particularly given that an additional station in Kelowna would only reduce the average incidents per station to 1,900 events/year, an amount still higher than any other department. That said, Kelowna has a far more concentrated call profile with the vast majority occurring in the downtown and highway corridor.

Municipality	Avg Incidents/FT Station/Year
Kelowna	2,460
Abbotsford	1,640
Strathcona County	1,189
Toronto	1,307

Performance Targets

This analysis focuses on measuring performance by time standards, which is the generally accepted method of performance reporting for emergency service providers and is the basis for the station location optimizations in this study.

Time-based performance reporting specifies a 90th percentile target time where a service works to achieve 90% of first unit responses in less than the chosen standard. KFD has outlined a turnout and travel time of 8:00 within the urban area, and 12:00 in the rural area. Adding the National Fire Protection Association (NFPA) benchmark for call evaluation time gives us a total response time of 9:04 in the urban area, and 13:04 rural for fire calls. Medical calls have a reduced alarm target of 60 seconds within the urban area, giving a total response target of 9:00 for urban. Medical calls also have a 13:04 target in the rural area.

KFD uses a more aggressive travel target time than the NFPA in their rural areas, but travel time targets are 2 minutes longer than NFPA standards within the urban area. Individual response time components are further broken down by the NFPA guidelines, and these have been applied in our diagnostic analysis to identify the drivers of late responses. The following table summarises the response time standards.

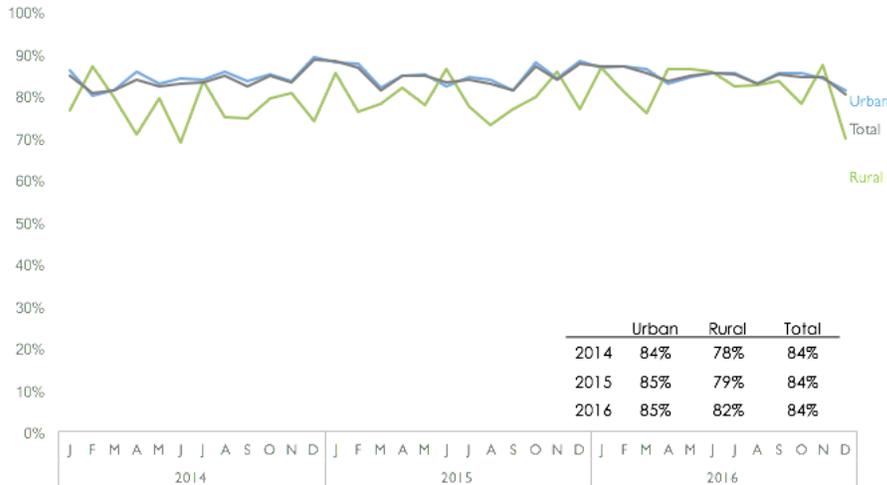
Response Component	KFD Targets		NFPA Standards	
	Urban	Rural	Urban	Rural
Call Evaluation	64	64	64	64
Medical	60	64	64	64
Turnout	120	120	80	90
Medical	120	120	60	60
Travel	360	600	240	686
Total Response	544	784	384	840
Medical	540	784	364	810

Historical Performance

Historical performance was evaluated comparing the geography type of each incident location as well as comparing incident types. These are depicted in the following figures. Note, for this section, we speak specifically of First Due performance which measures that time it takes for the first vehicle to arrive on scene. First Due performance is driven mainly by vehicle proximity - i.e., station locations. It is most appropriate when considering medical calls. The Effective Response Force metric will be addressed in the Fire Performance section that deals more with suppression unit requirements.

Performance Through Time by GeoType

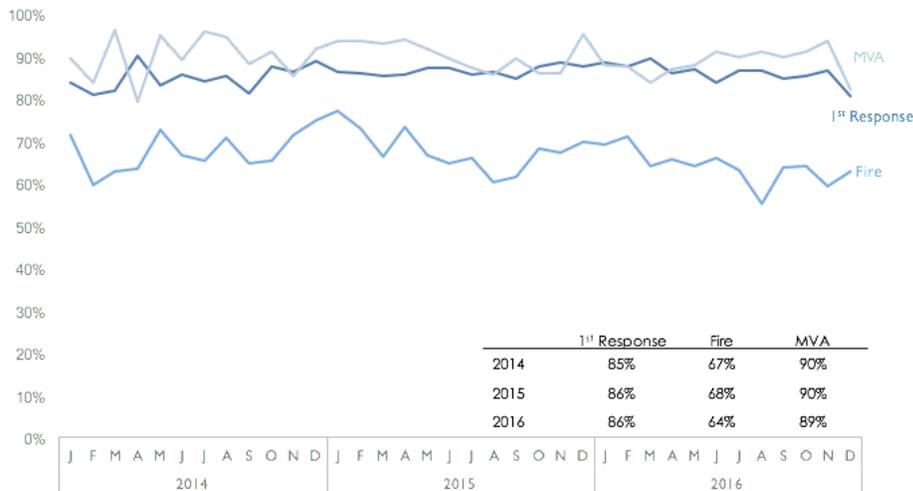
(First on Scene)



Includes all incident types with Urban and Rural areas.
Excluding cancelled responses, spatial and temporal outliers, and duplicates

Performance Through Time by Incident Type

(First on Scene)



Excludes Rescue, Non-Fire, and Non-Emergency incidents.
Excluding cancelled responses, spatial and temporal outliers, and duplicates

Analysis of call data reveals yearly performance is relatively stable and that variations month-to-month are more common in rural areas due to the lower demand volume. Given the larger volume of calls within the Urban area, overall performance is primarily driven by

Urban performance. When comparing performance by incident types, medical and MVA responses are relatively consistent over time and have a higher performance than fire events.

Response time Drivers

We analyzed response time components to understand better the underlying drivers of performance. We found that response times were primarily driven by driving, distance, alarm, and turnout problems. The first two issues indicate either suboptimal station locations or the potential for service improvement from additional stations. From an operational standpoint, improving turnout times has a significant impact on response performance and should be targeted in tandem with adding resources.

For an in-depth analysis of response time drivers, please refer to the appendix.

Current and Forecasted Demand Mapping

Call Forecasting

The City of Kelowna provided Darkhorse with the Kelowna OCP Growth Masterplan, which spatially defined the current and expected population for the region, as well as the changes in land use development from the present day until 2030.

We forecast growth in call volumes according to the expected population increase, applying a call ratio per person to determine the total expected future demand. The growth study indicated that the City is projected to increase from 130,750 to 161,701 residents, all of which will be accommodated within the current city limits. Based on historical event-level data, the average ratio of valid calls/person/year is approximately 0.08. This suggests that the current average of 10,125 calls/year is expected to increase to 13,340 calls/year by 2030.

To spatially distribute the future call demand, we first calculated the calls per land unit for each of the land use types and applied these ratios to the future land use assignments. This allowed us to determine the change in call demand attributed to changes in land use designation. These ratios are listed in the table below.

Land Use Designation	Calls/Year/area
Agricultural	0.1679
Commercial	0.4572

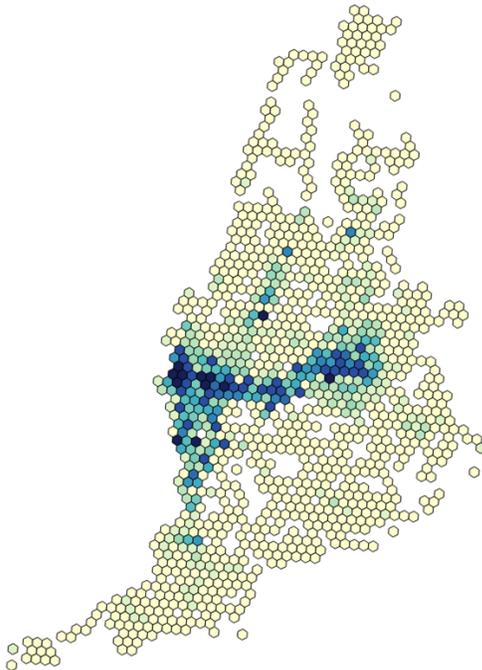
Comprehensive	0.3339
Health District	0.3161
Industrial	0.5425
Public	0.2536
Rural	0.1262
Urban	0.2404

The remaining call demand was attributed to population changes and was spatially allocated proportionally against the overall population numbers as expected by the distribution of future single and multi-unit dwelling developments. Combined, our forecast indicates a substantial growth in population, and therefore calls, in the downtown core and by Glenmore. The changes in the spatial distribution of calls are depicted in the following figures.

Call demand is expected to increase by 32% (First on Scene)

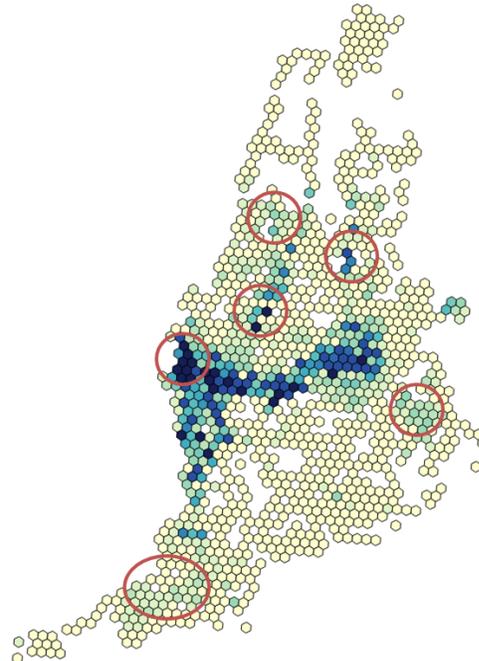
Current Demand

Avg. 10,125 calls/year



2030 Forecasted Demand

Avg. 13,340 calls/year



8

Station Location Optimization

Our station location model is a stochastic p-median model that incorporates both arrival probability and response variability (Budge, Ingolfsson & Zerom, 2008). Historical data is analysed to build an accurate picture of the actual speeds at which units travel (Budge et al., 2010).

Using the described models, we optimally located stations under five scenarios. The scenarios were evaluated assuming that the service is hitting a combined setup time of 184 seconds. This is comprised of the NFPA 64-second call evaluation target and an adjusted turnout target of 120-seconds, acknowledging that the stated NFPA 90th percentile turnout time is too aggressive for most fire services. Rather than using the service's actual setup times, this assumption of meeting the 184-second standard ensures that we are not misinterpreting an operational issue with a more costly station coverage issue. As a result, we see slightly higher performance values here than those displayed in the diagnostic analysis since the model assumes fewer call evaluation and turnout time problems. The model also assumes no busy problems with apparatuses always available at each station.

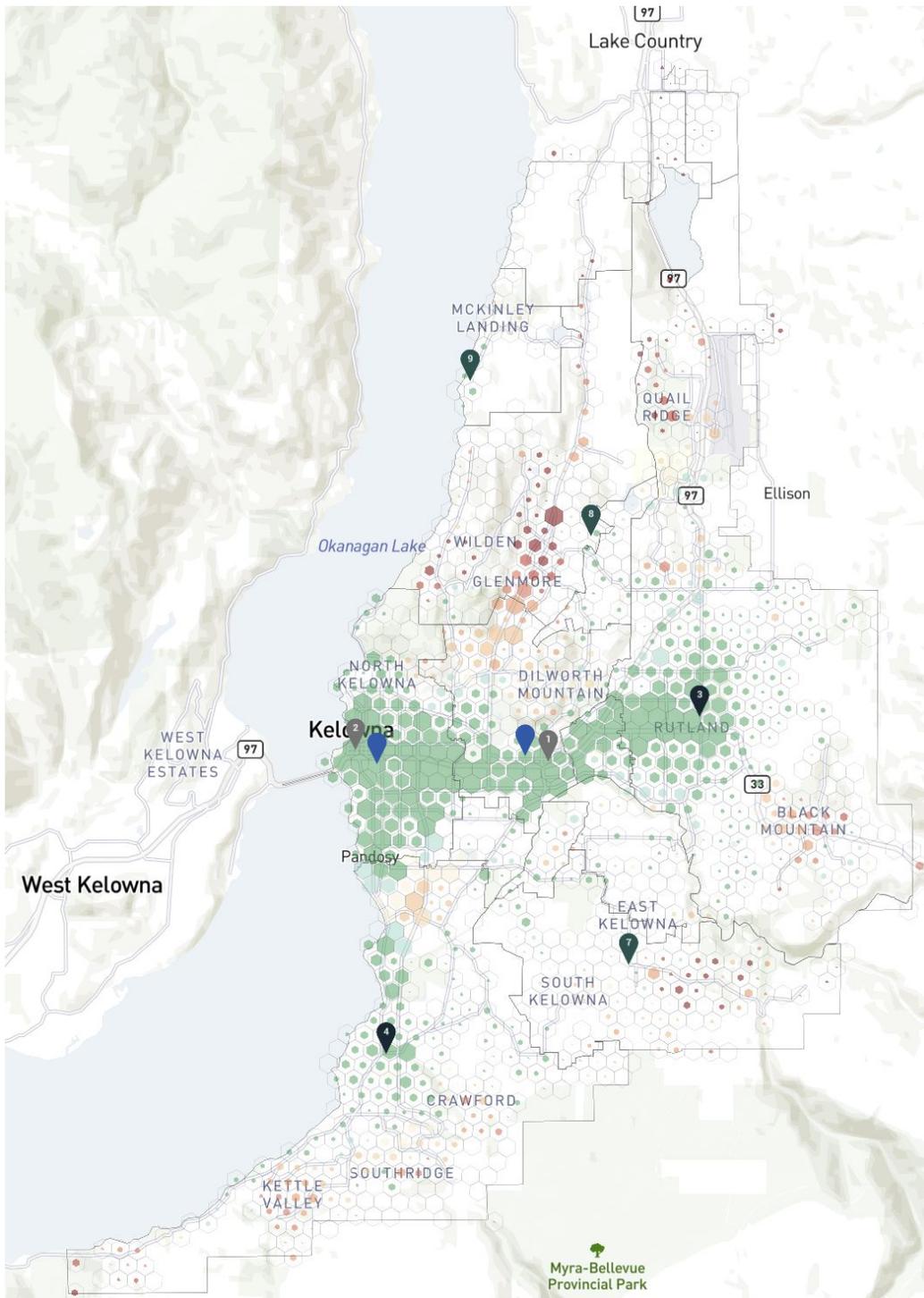
The four scenarios that form this study include:

1. Four full-time career stations in optimal locations
2. Five full-time career stations (Halls 1-4, Hall 5 in Glenmore)
3. Five full-time career stations (Halls 1-4, optimal location for Station 5)
4. Optimal location for six stations given current locations Enterprise and Rutland

For each of these, we report the medical call performance (First Due) since the fire performance (ERF) can change substantially depending on whether stations are single or multiple unit. In other words, this part of the analysis is to sort out the proximity issues. Unit availability can be tackled as the City's growth comes into clearer focus.

Existing Full-Time Stations

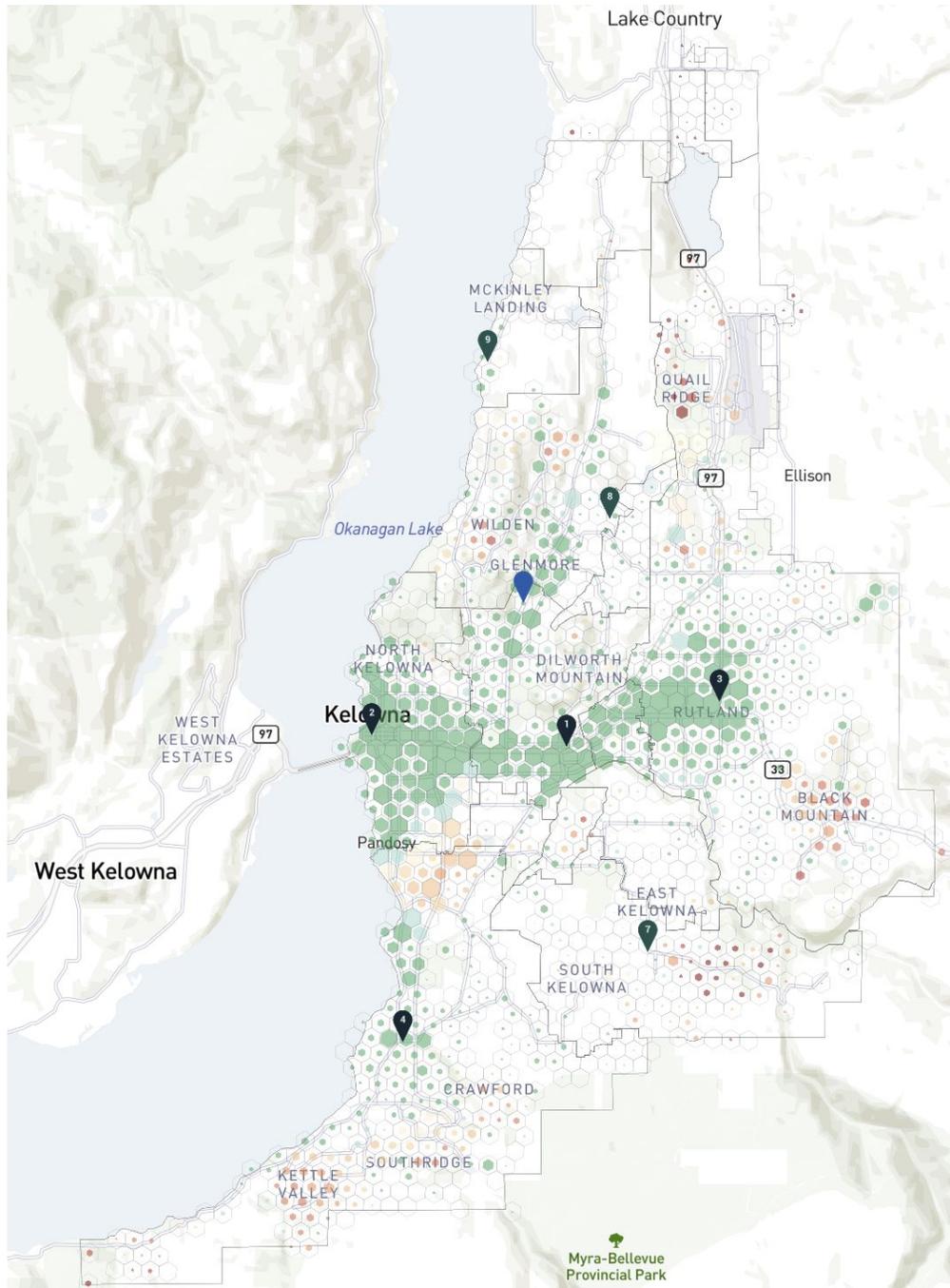
KFD wanted to understand how the current stations compared against the optimal locations. We used the forecasted (future) demand to optimize the station placements. The resulting solution moves stations 1 and 2, but leaves the Mission and Rutland stations in the same location. However, the relocations of stations 1 and 2 were relatively trivial. This suggests the current locations are nearly optimal. This improved current performance from 90.1% to 90.8%. These station placements also demonstrated improvements in the future state, raising the expected performance from 89.2% to 89.8%.



Stations Existing New Closed

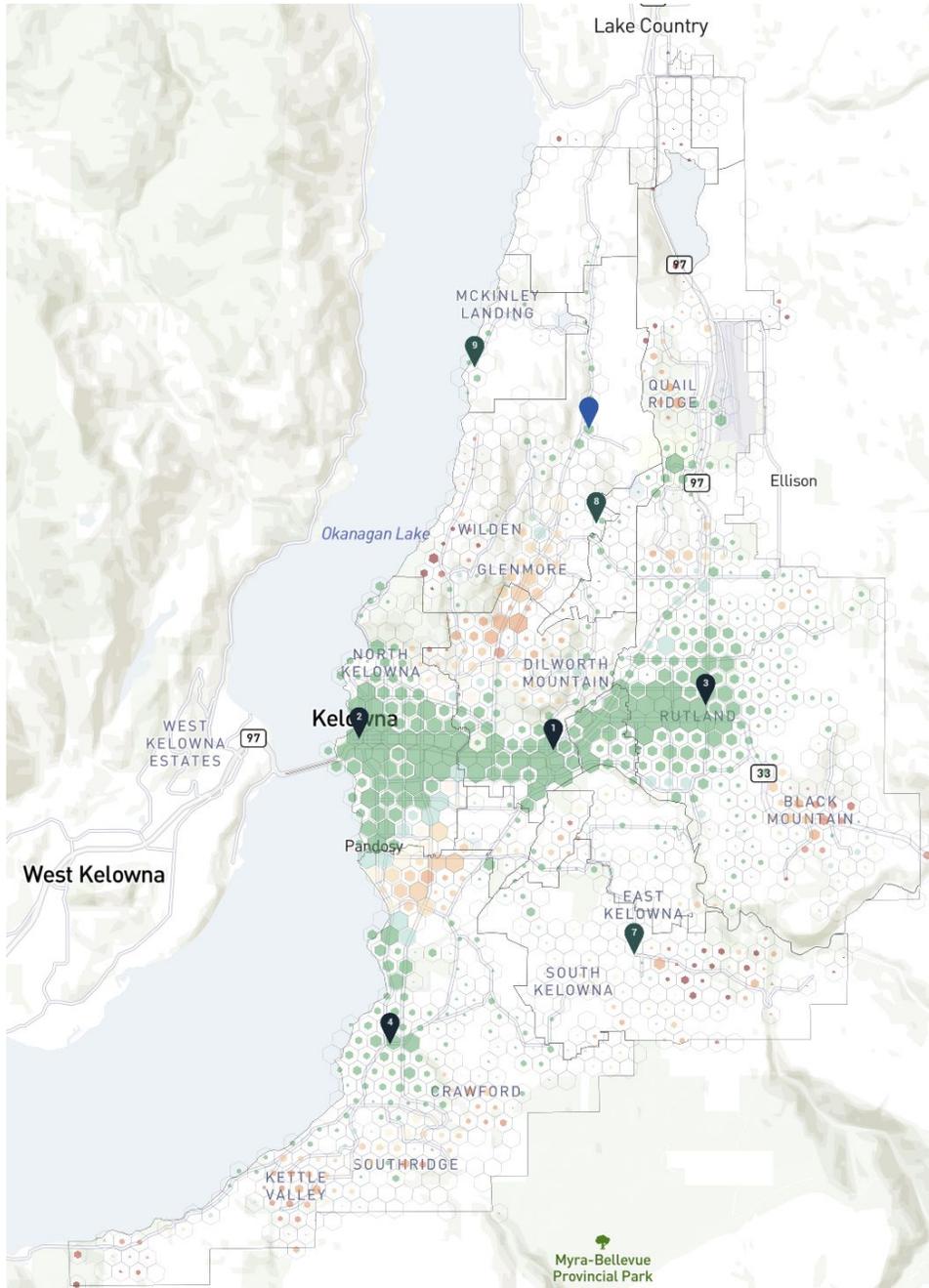
Existing plus Glenmore/Watson

This scenario assesses the optimal location of an additional full-time station, assuming existing full-time and auxiliary stations remain the same. The solution suggested a station near Glenmore/Watson to improve coverage as the northern portion of the city continues to expand. Adding a station in this location improves future performance from 89.2% to 91.4%.



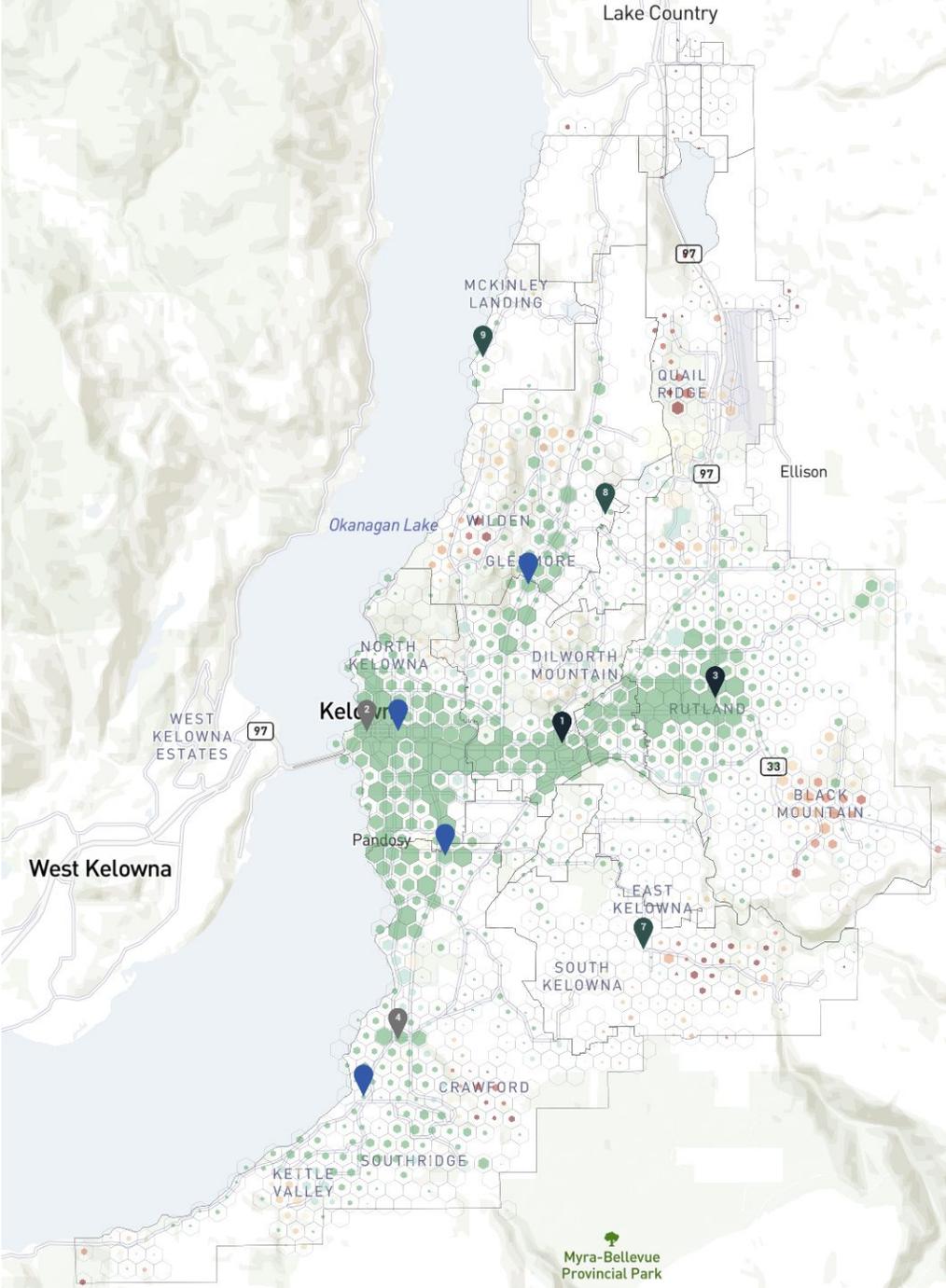
Existing plus Glenmore/Hindle

This scenario assesses the impact of adding a new full-time station in the Glenmore Hindle Road area. This location improves future improvement from 89.2% to 90.8%.



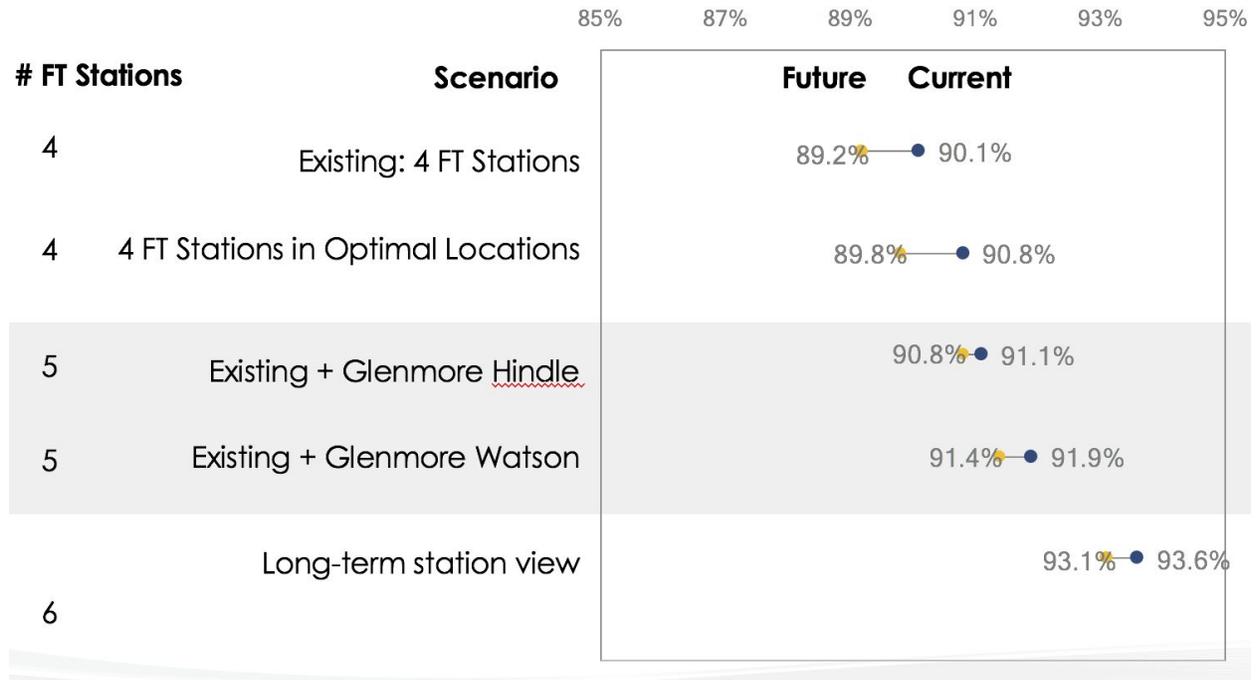
Long-term Station View

This scenario assessed a most likely future state whereby Kelowna has six full-time stations. The most important change is a new station at Glenmore/Watson, followed by a splitting of the Mission station into two - one in Pandosy and one in upper Mission. Finally, the Downtown station is moved further inland toward Richter Street. The result of these changes is improved First Due performance: 93.1% from 89.2%.



Station Scenario Summary

The following figure compares the expected performance for each station scenario under the current and forecasted call demands.

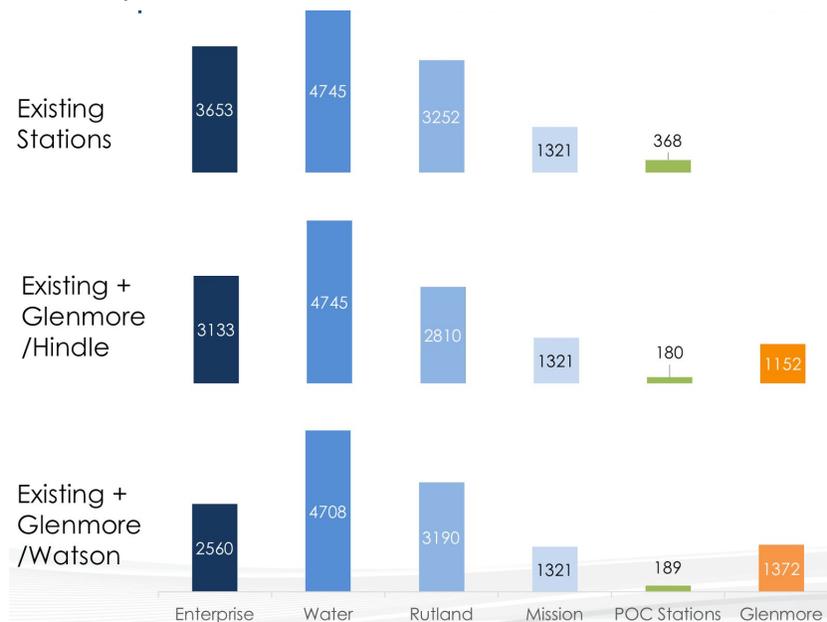


Station Timing

In our analyses, it is clear that the next station added should be placed in the Glenmore region - preferably near Glenmore and Watson. What is not so clear is the timing. In looking at average calls per station in Kelowna as compared to a set of communities, Kelowna is far busier.

Municipality	Avg Incidents/FT Station/Year
Kelowna	2,460
Abbotsford	1,640
Strathcona County	1,189
Toronto	1,307

Furthermore, in looking at how busy a new station in Glenmore would be, we can see that it would face a workload equivalent to the current Mission station.



Thirdly, given the City's population growth expectations, we forecast call growth in Glenmore to be higher than the city average (~50% as compared to ~30% by 2030).

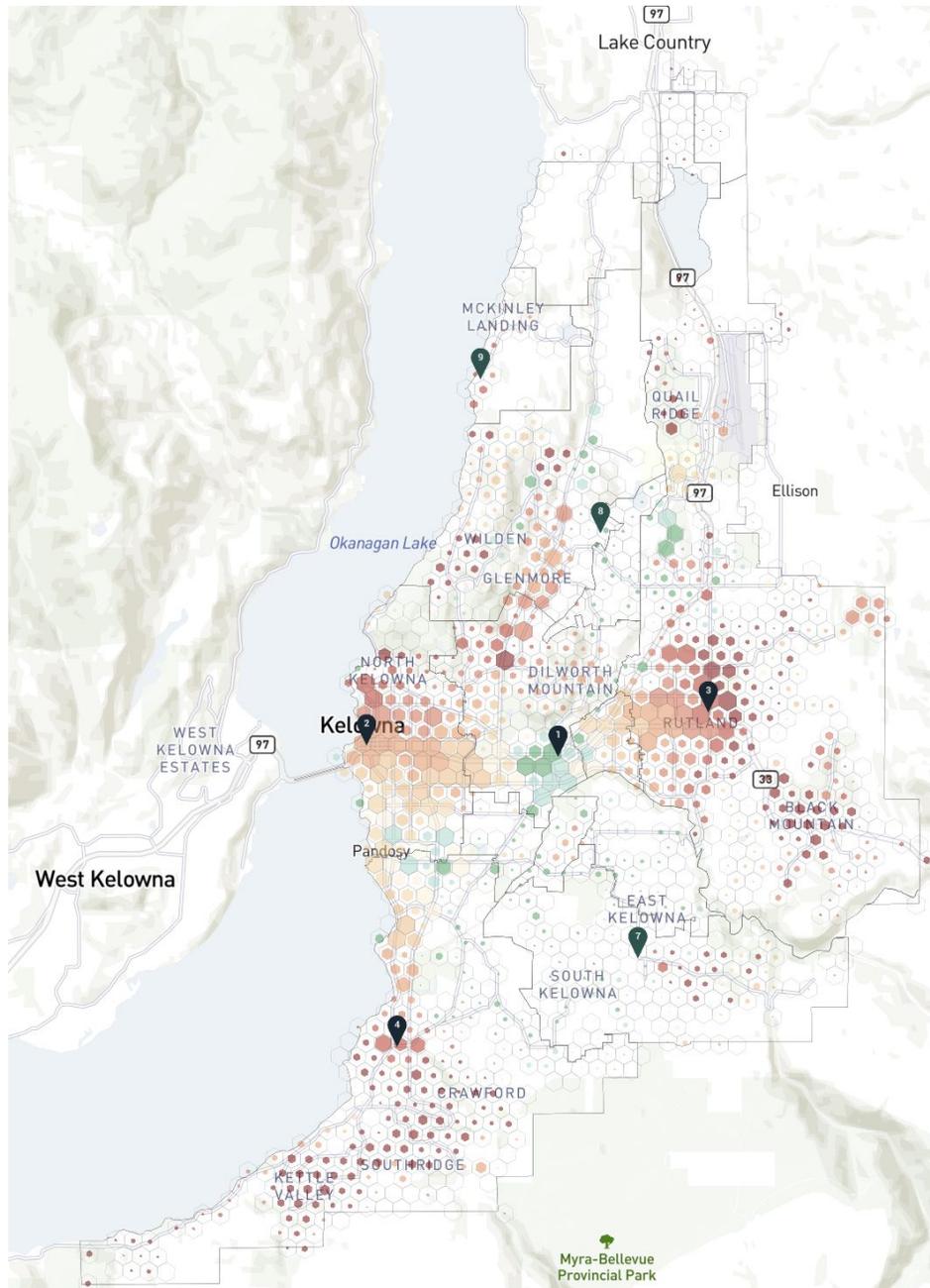
On the other hand, there are some factors which suggest a slower approach is warranted:

- Kelowna has exceptionally high call volumes per population. If these can be reduced, it may delay the need for a station in the near term;
- About 30% of the call volume in Glenmore is generated by two properties that may be able to reduce it (Sandalwood Retirement Resort & Highlands Retirement Residence)
- The Glenmore area (unlike the Mission area) has neighbouring stations that can provide some coverage of the community; and
- Flexing a vehicle into the Valley Road station at peak times would provide reasonable response performance into Glenmore

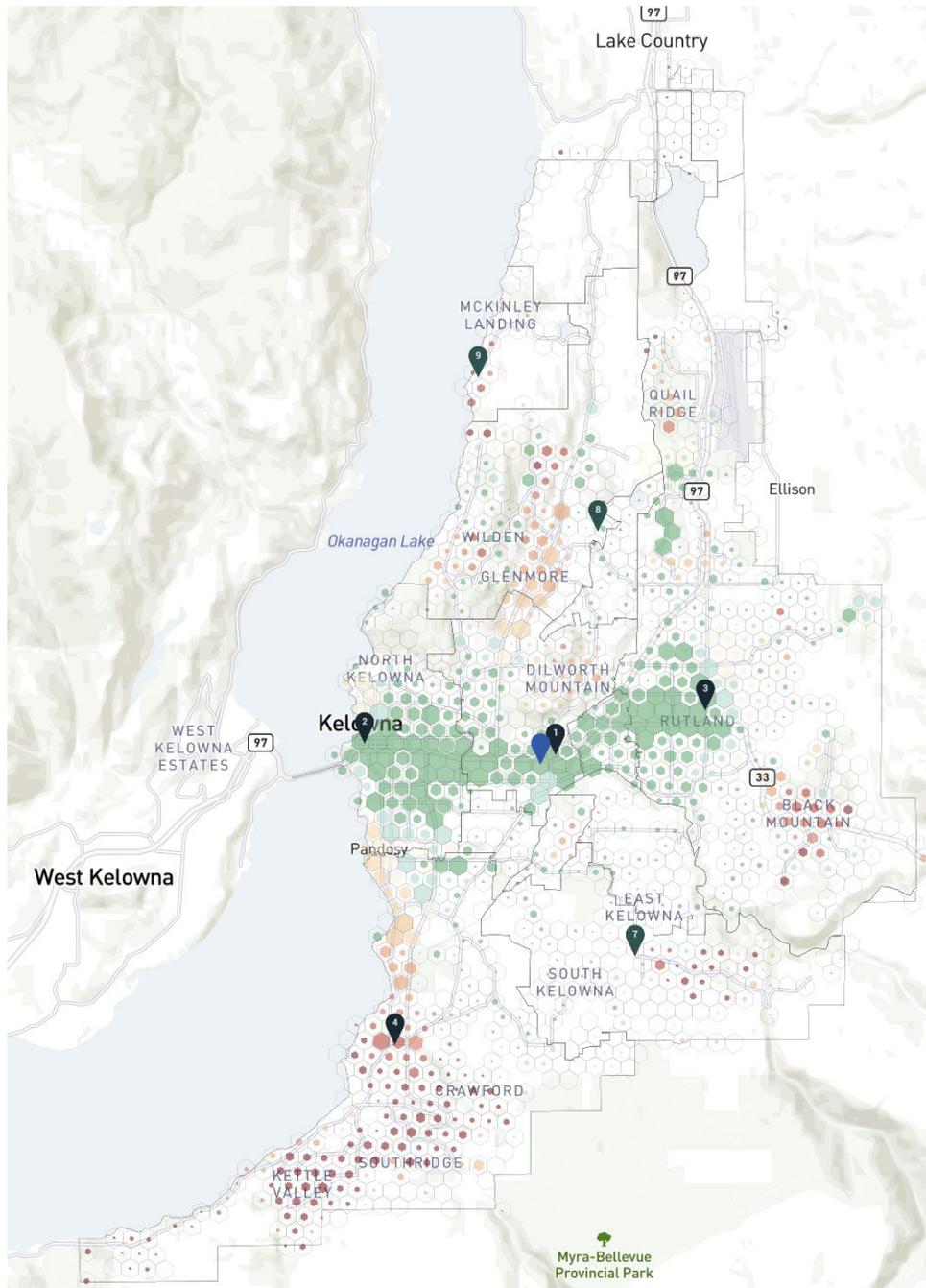
In summary, a station will be needed in Glenmore sometime in the next several years. We suggest an approach that mitigates calls through active prevention, monitors call volumes to the area, and reduces risk through active redeployment when appropriate. If calls continue to grow in spite of these efforts, then we suggest that adding a station is warranted.

Resourcing and Fire Performance (ERF)

Fire suppression effectiveness is best measured by Effective Response Force (ERF) performance. This is the percentage of calls reached in 12 minutes in urban areas and 18 minutes in rural areas with three full suppression units. The Kelowna Fire Department aims to reach 90% of calls in this target, but is currently reaching 74%. The following map shows the current ERF (Fire response) performance. Only a small area around the Enterprise station and another near the airport can be reached in the target time.



Adding a unit to the Enterprise station has a dramatic result. The map below shows the impact on fire performance. Notice that the high call volume corridor between the airport and the lake is completely covered with the addition of a single unit to Enterprise.



We ran a number of additional scenarios which are summarized in the table below:

Scenario	Fire Performance	
Existing	73.2%	
Add 2 units to Station 1 & 2	87.8%	+14.6%
Add 1 unit to Station 1	86.6%	+13.4%
Add 1 unit to Station 2	81.6%	+8.4%
Add 1 unit to Station 3	80.4%	+7.2%
Add 1 unit to Station 8	76.1%	+2.9%
Add 1 unit to Station 4	74.0%	+0.8%

As can be seen above, adding a single full-time unit to the Enterprise station (Station 1) has the largest impact by a wide margin. Enterprise is the most central station and additional resources there are able to help throughout the Highway 97 corridor.

Demand Management

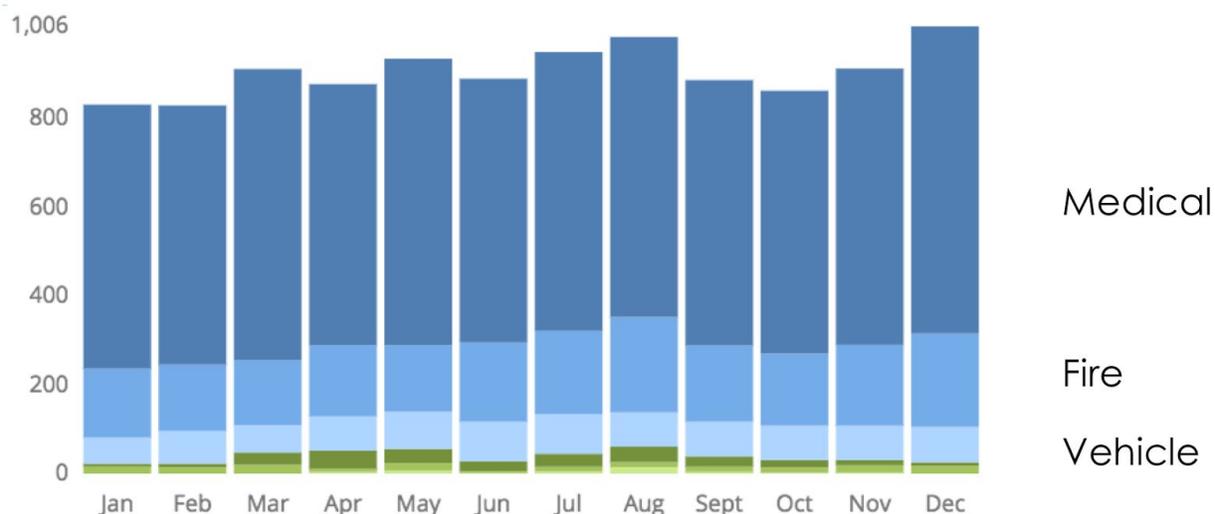
The majority of the analysis thus far is focused on optimizing the resources necessary to serve the City of Kelowna. In essence, we have been evaluating and improving the supply side of the equation. But equally important is a focus on the demand side of the equation.

Kelowna's call demand is higher than comparable communities. The table below summarizes some benchmark communities that we have worked with recently:

Municipality	Incidents/ Person	Medical Calls/Person	Fire Calls/Person
Kelowna	0.08	0.05	0.03
Abbotsford	0.05	0.03	0.02
Strathcona County	0.04	0.03	0.01
Toronto	0.04	0.02	0.02

Note that Kelowna has Medical and Fire calls/person between 50% and 100% higher than these comparables. Additionally, it appears that the calls are not driven by the influx of tourists over the summer. The chart below shows the monthly call volumes by type. The seasonality impact is similar to what is seen in other jurisdictions.

Monthly Call Volumes 2016



Many communities have found it beneficial to reduce calls through targeted prevention activities. As a starting point, we suggest that Kelowna take a deeper look at the call data to identify “frequent flyers”, facilities with multiple false alarms, structures with higher fire risk profiles, and other identifiable call drivers. Each of these groups will have different interventions from engaging social workers, increased false alarm fees, targeted fire inspections, etc. Additionally, there are opportunities to better coordinate response with the BC Ambulance Service.

Recommendations

In reviewing the data provided and the output of our models, we have three main recommendations with respect to the Kelowna Fire Department:

- Add a suppression unit to the KFD fleet, preferably deployed to the Enterprise station
- Begin actively reducing call volumes through targeted inspections and other approaches
- Work with BC Ambulance to better coordinate dispatch
- Monitor call volume in the Glenmore area to see if mitigation efforts can outpace call growth
- Begin planning for a station close to Glenmore/Watson

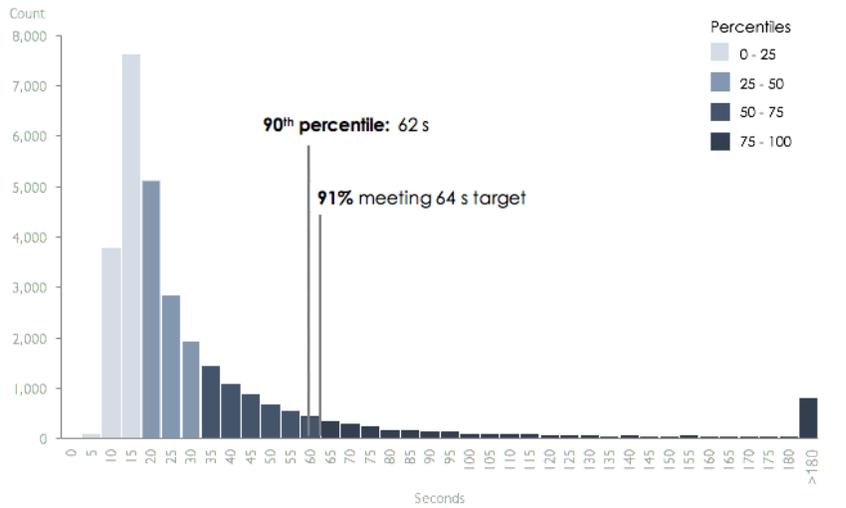
APPENDIX

Time Interval Distribution Analysis

The following are distributions of the call evaluation, turnout, travel, and total response time from the beginning of the call to the on scene timestamp for the cleaned data. These distributions provide a broad characterization of the performance of the Kelowna Fire Department. Response times follow a lognormal distribution, as is expected of this data, and is similar to that of other services.

Call evaluation meets NFPA targets

(First on Scene)

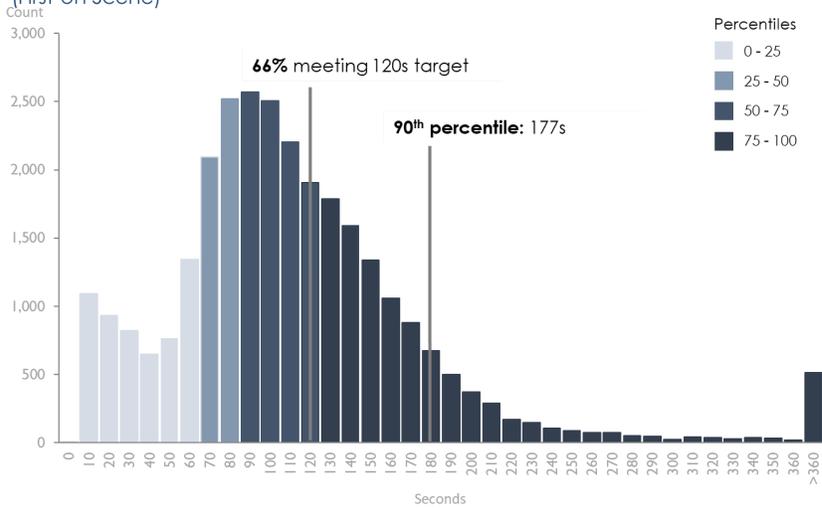


Includes all incident types.

2

Turnout times are twice as long as the target

(First on Scene)

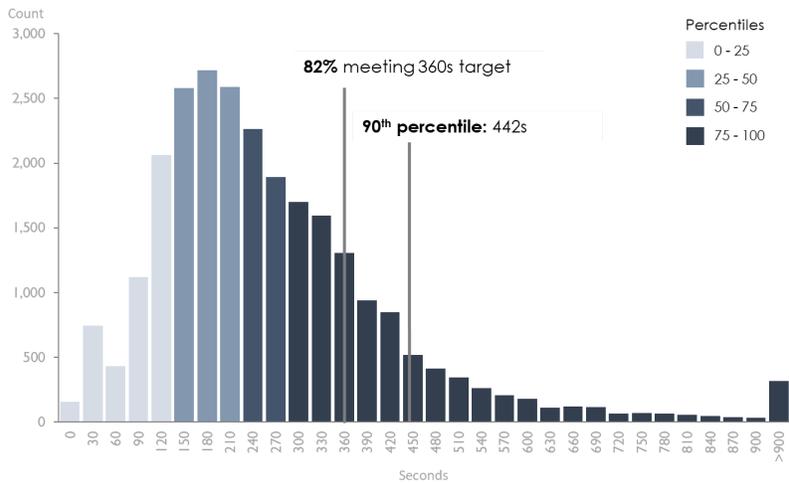


Includes all Incident Types.

4

Travel Time Distribution - Urban

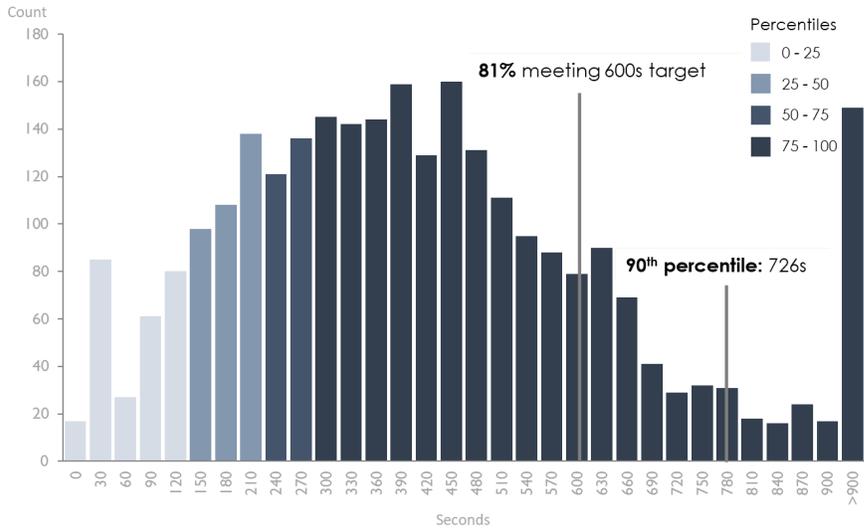
(First on Scene)



Includes all incident types.

4

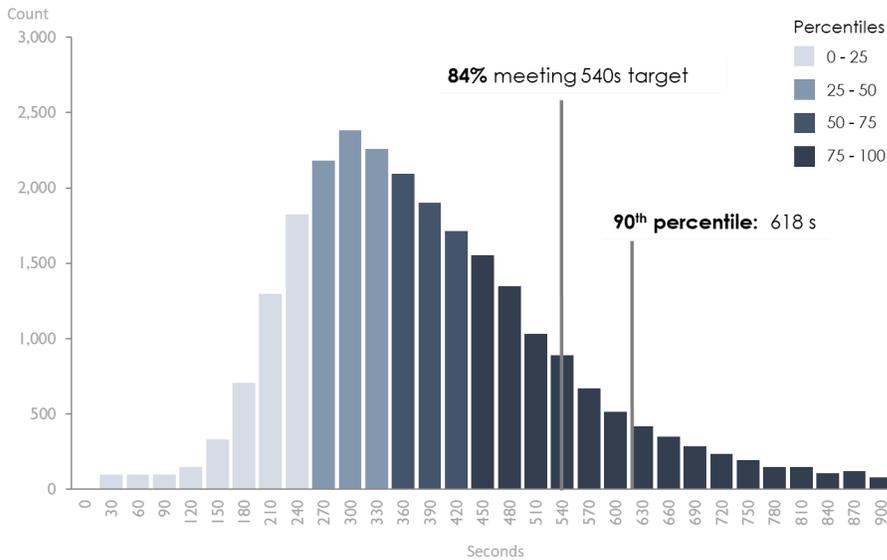
Travel Time Distribution – Rural (First on Scene)



Includes all incident types.

5

Total Response Time – Urban (First on Scene)

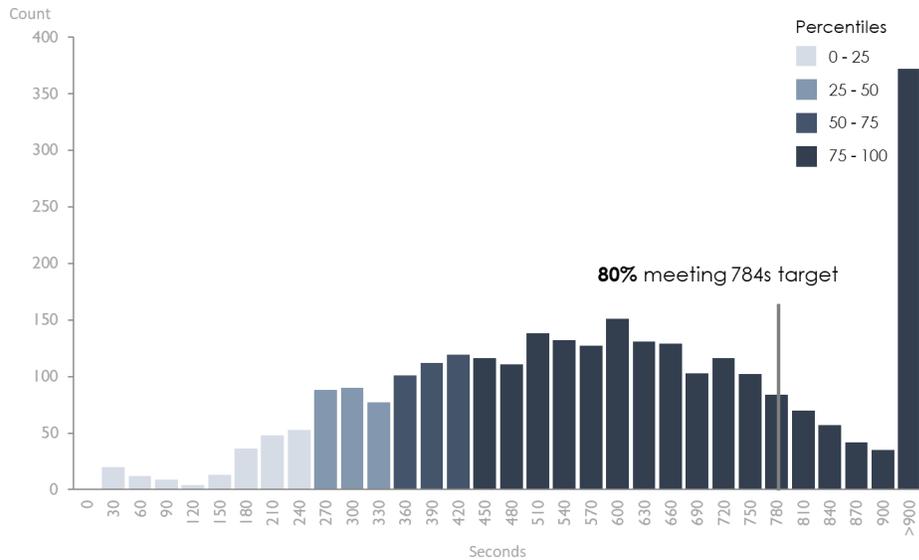


Includes all Incident Types

7

Total Response Time – Rural

(First on Scene)



Includes all Incident Types

8

Overgoal Call Analysis

There are several contributing factors to overgoal calls. Each can be categorized loosely within operational, station location, and availability issues. Each call is categorized by the root cause that is primarily responsible. In the case of a tie, choose the cause that is most easily addressable.

Operational Issues

The operational issues comprise events which have a call evaluation and/or turnout time sufficiently over the target value, where the difference between the target and actual values pushed the call over goal.

Station Location Issues

Station location issues occur when calls are overgoal because the average response is greater than the target response time, or the travel time pushed the call beyond the target. Distance problems occur when stations are simply too far from the incident to have arrived within the target, whereas driving problems are likely due to environmental factors (e.g. traffic, weather, construction) or taking a sub-optimal route.

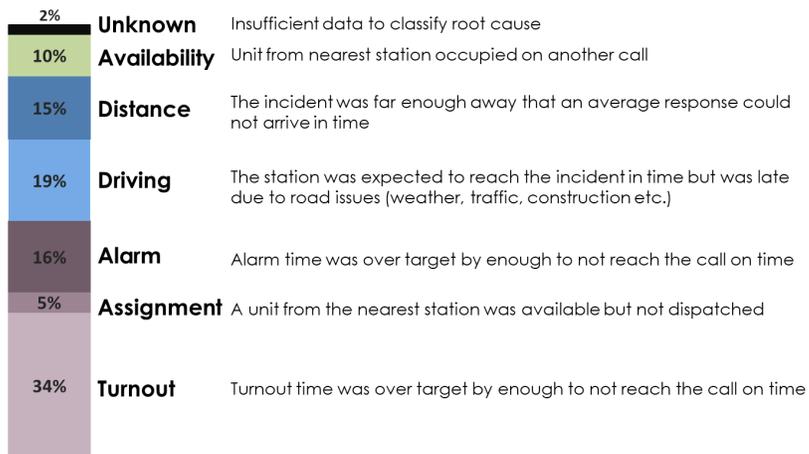
Availability Issues

Availability issues occur when a unit from the nearest station to the call was not available and another unit from a different station was dispatched instead. Limited availability or busy units could be caused by the timing of call arrivals, overly long scene times, or insufficient units.

The following figure summarizes the primary drivers of the service's overgoal responses.

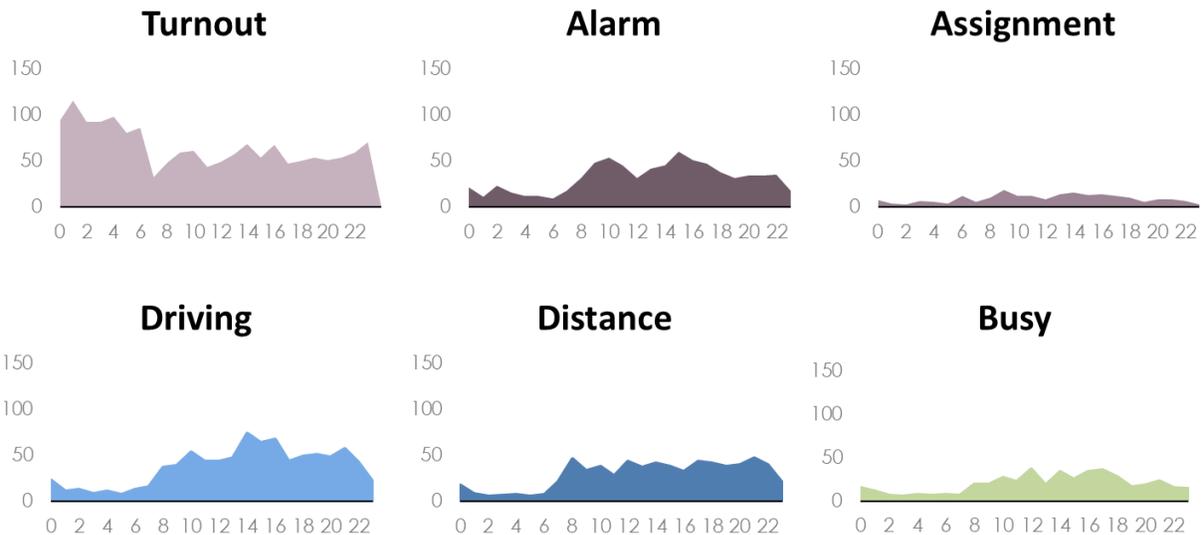
Why Calls are Over Goal?

(First Unit, All Call Types)



Why Calls are Over Goal?

(First on Scene calls by hour of day)



3

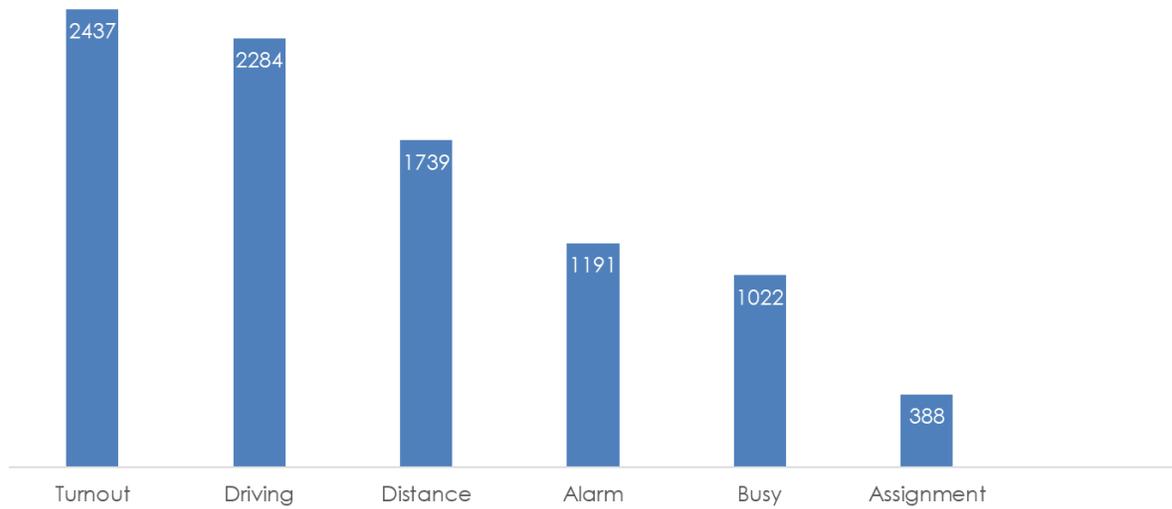
Multi-Problem Analysis

Late call analysis identifies the primary problem for each call which exceeded the total target response time. However, in many cases, there were further problems in addition to the root cause, such that the call would have still been over-goal even if the primary problem were solved.

An initial analysis was done to identify which problems were most common. For example, 2437 of the 4666 late calls, or about 50%, had turnout problems, although only about 1578, or one third of the calls, had turnout problems as the root cause. This tells us that there are about 800 calls which were late for multiple reasons, including turnout problems.

We can also see Driving problems affect about half of our calls, though are the root cause about 20% of the time. This tells us that while Driving problems are prevalent, they are not having as much of an impact on total response time as are other factors.

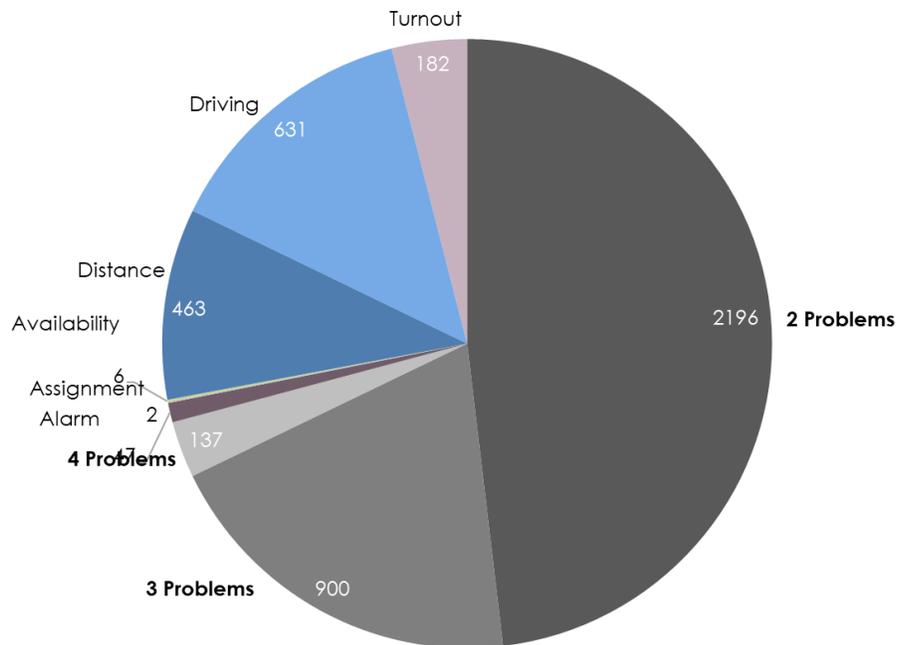
Multi-problem Analysis



Of 4666 calls which were late, what were the problems?

9

70% of calls have multiple problems



11

References

Budge, S., A. Ingolfsson, D. Zerom (2010) Empirical analysis of ambulance travel times: The case of Calgary Emergency Medical Services. Management Science 56 716-723

City of Kelowna Fire Department

Presentation to Council



DARKHORSE
ANALYTICS

December 11, 2017

Mandate – Value Planning Analysis

Review the KFD 2016-30 Strategic Plan

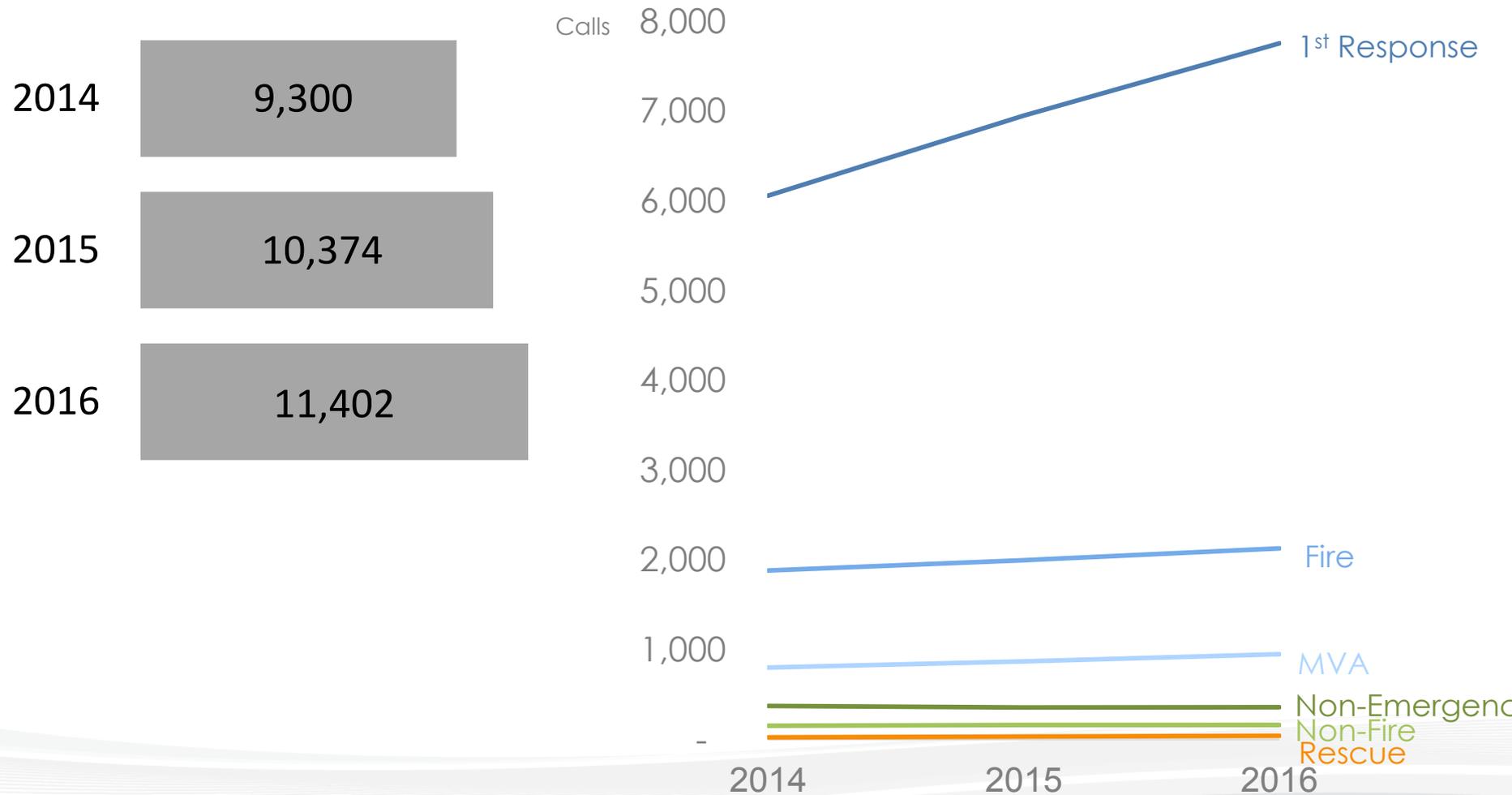
- Evaluate station needs
- Evaluate response vehicle needs
- Characterize and model demand growth
- Suggest strategies to respond to growth and manage risk

Context

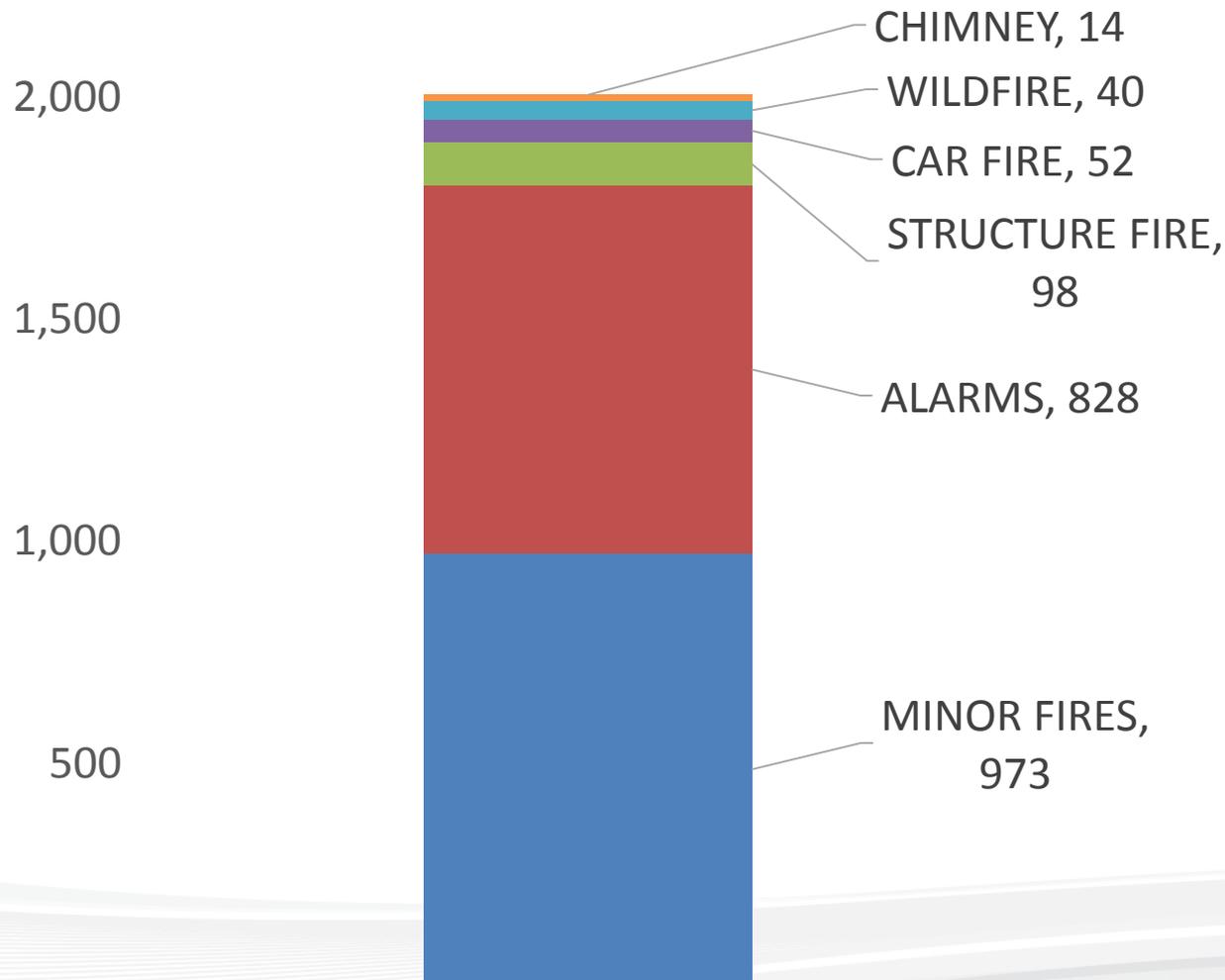
- Three years of detailed emergency response data
- City building plans out to 2030
- No explicit analysis of risk magnitude

Near Term Analysis

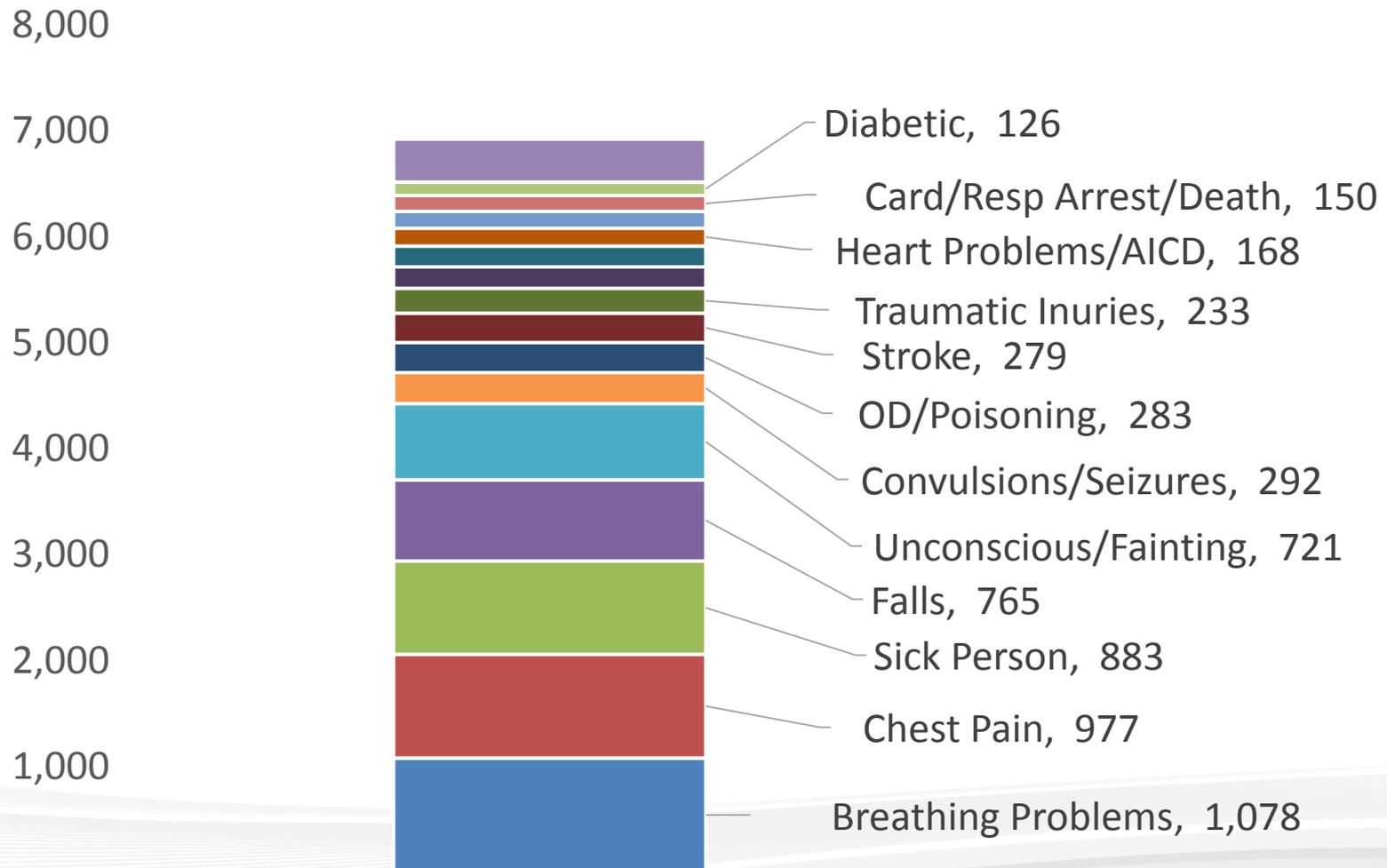
Demand has increased >10%/year and is driven by medical calls



Average number of fire calls per year



Average number of medical calls per year



KFD Response Performance

First Due Performance
(Medical First Response)

ERF Performance
(Fire Response)

84 %

74 %

Medical first response

- KFD often arrives first to medical calls
- Performance based on a global 9-minute target:

BC Ambulance¹

51 %

Kelowna Fire

87 %

¹ BCAS ambulance *provincial* response time performance extracted from [BCEHS Demand Analysis of Metro Ambulance Service Delivery Report](#)

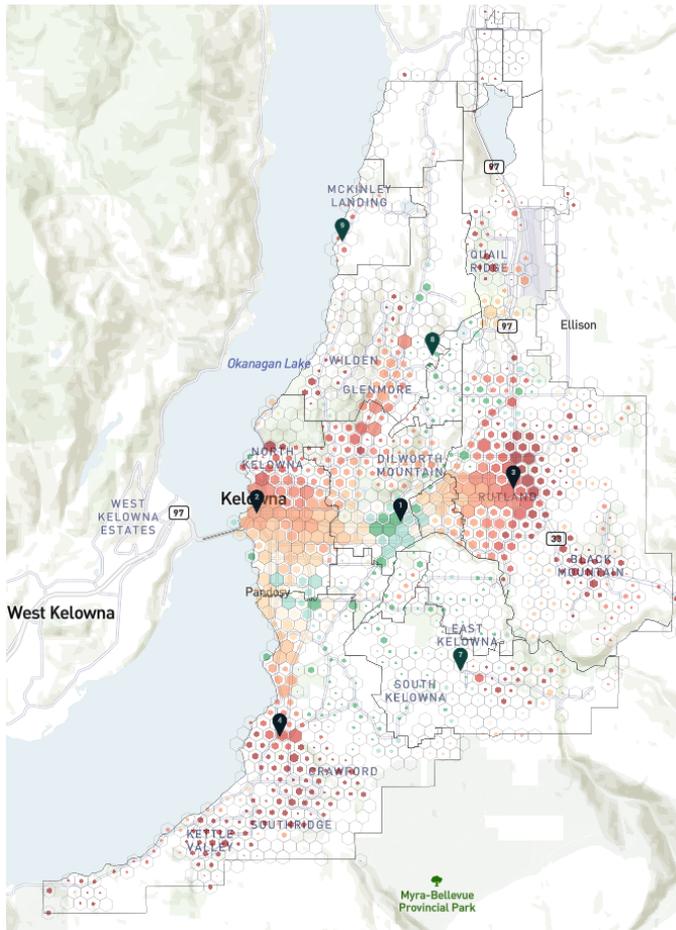
Formal BCAS ambulance target is 9 minutes 90% of the time. A shadow target of 9 minutes 75% of the time was proposed. ¹

**Does Kelowna
need an
additional
staffed vehicle?**

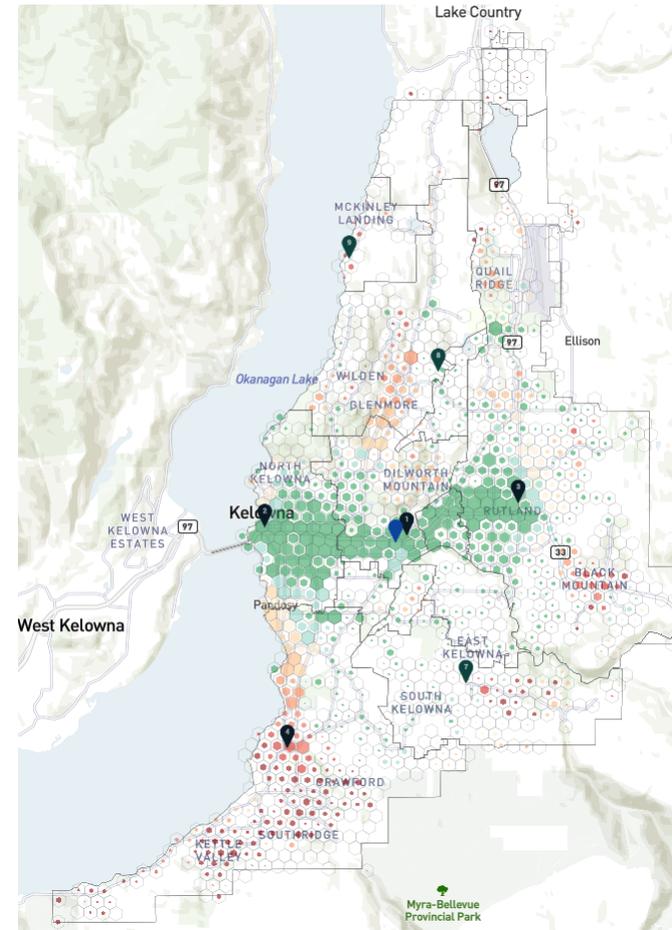
KFD is already making use of resources

- Repositioning vehicles to maintain coverage
- Paid on call staff activated during fire calls
- Progressive suppression even before full contingent arrives

Adding a fire unit to Enterprise Station improves fire response the most (by 13.5%)

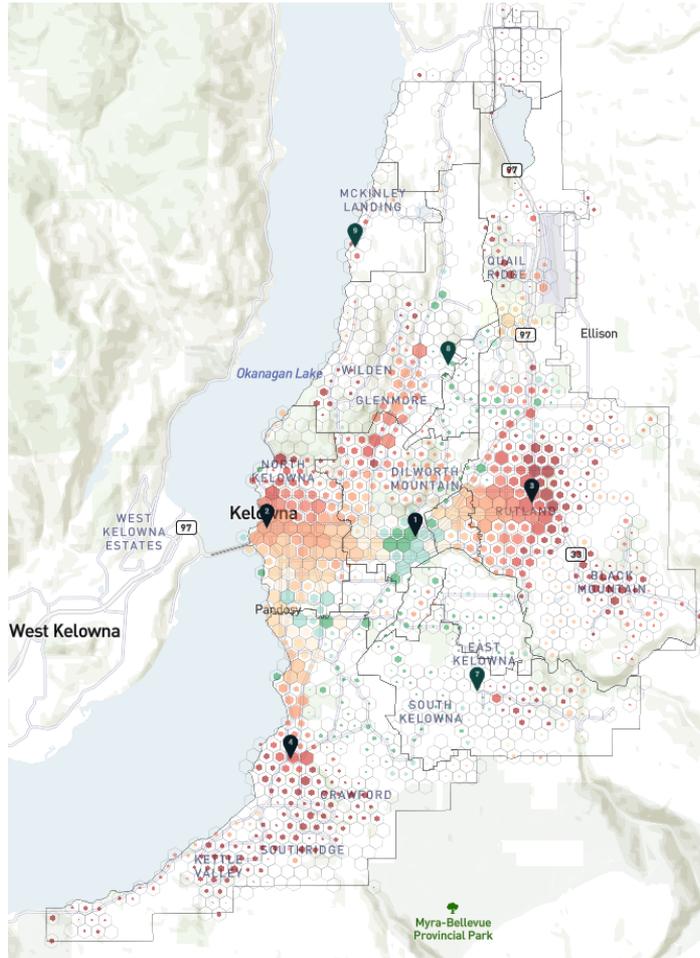


Baseline fire performance of
73.2%

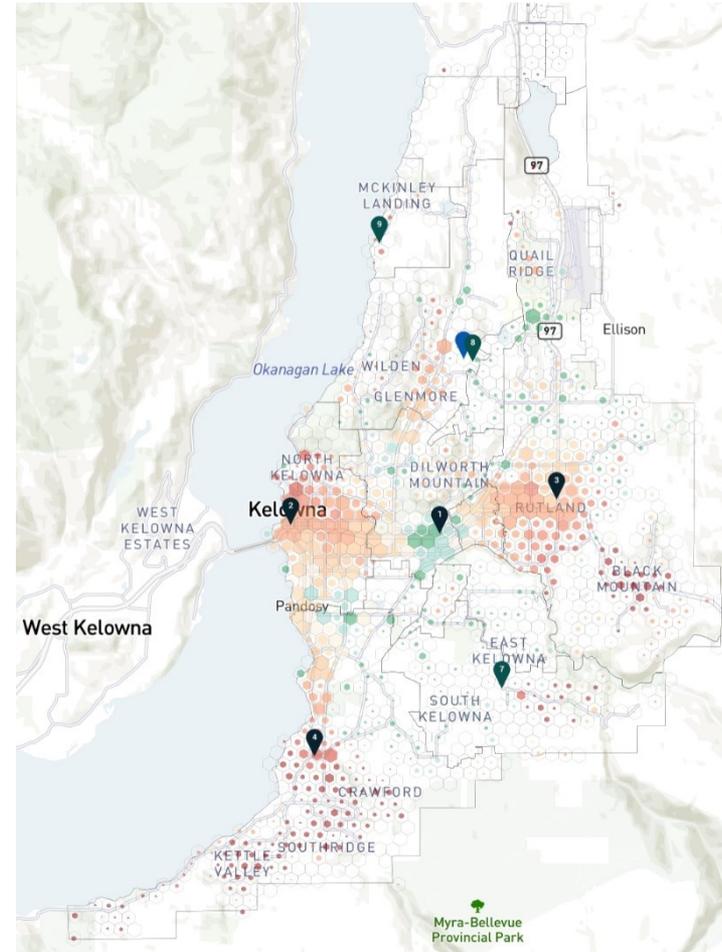


Fire performance **86.7%**

Adding a fire unit to Valley Road improves fire response by only 2.9% (and MFR by 1%)



Baseline fire performance of
73.2%



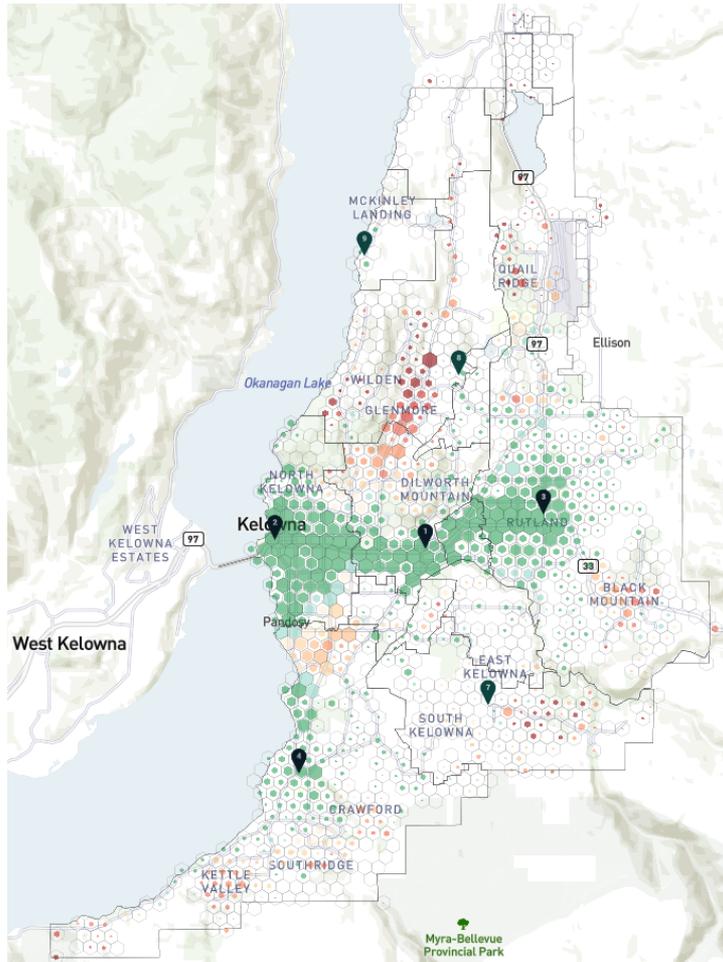
ERF performance 76.1%

Units Summary

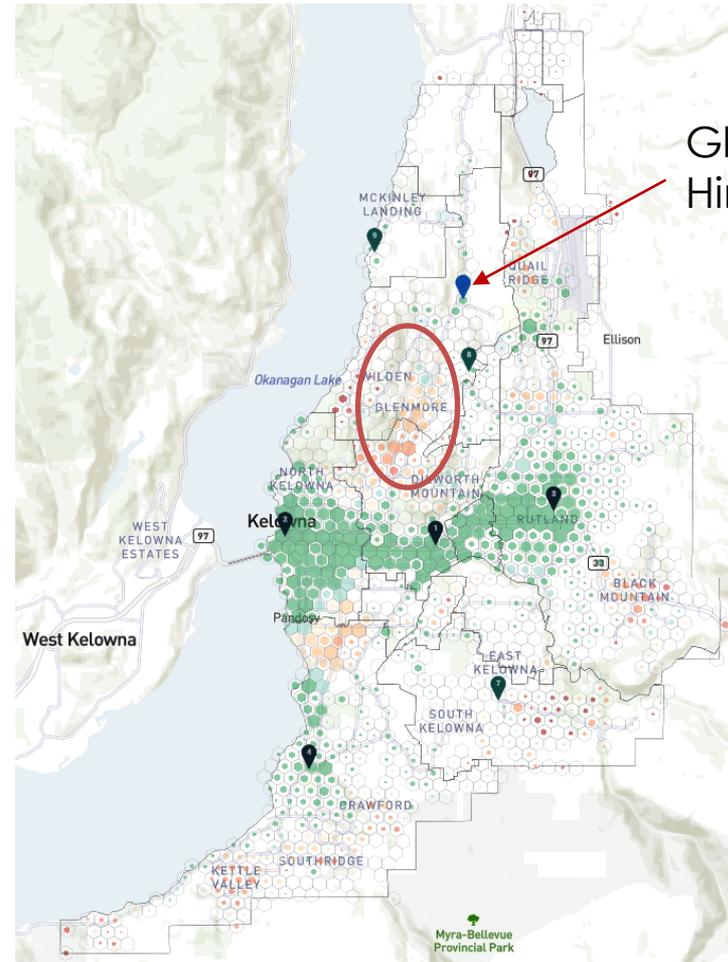
Scenario	Fire Performance	
Existing	73.2%	
Add 2 units to Station 1 & 2	87.8%	+14.6%
Add 1 unit to Station 1	86.6%	+13.4%
Add 1 unit to Station 2	81.6%	+8.4%
Add 1 unit to Station 3	80.4%	+7.2%
Add 1 unit to Station 8	76.1%	+2.9%
Add 1 unit to Station 4	74.0%	+0.8%

**What is the impact
of a new station in
Glenmore/Hindle?**

Adding a station in Glenmore/Hindle improves Medical First Response performance by 1%...



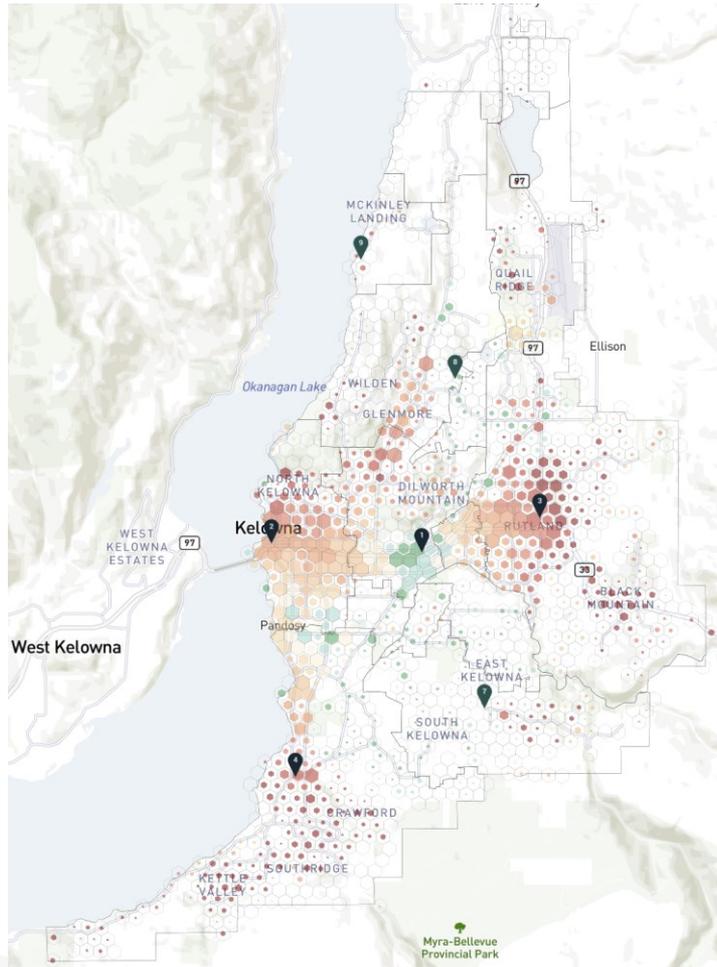
MFR Baseline Performance of
90.1%



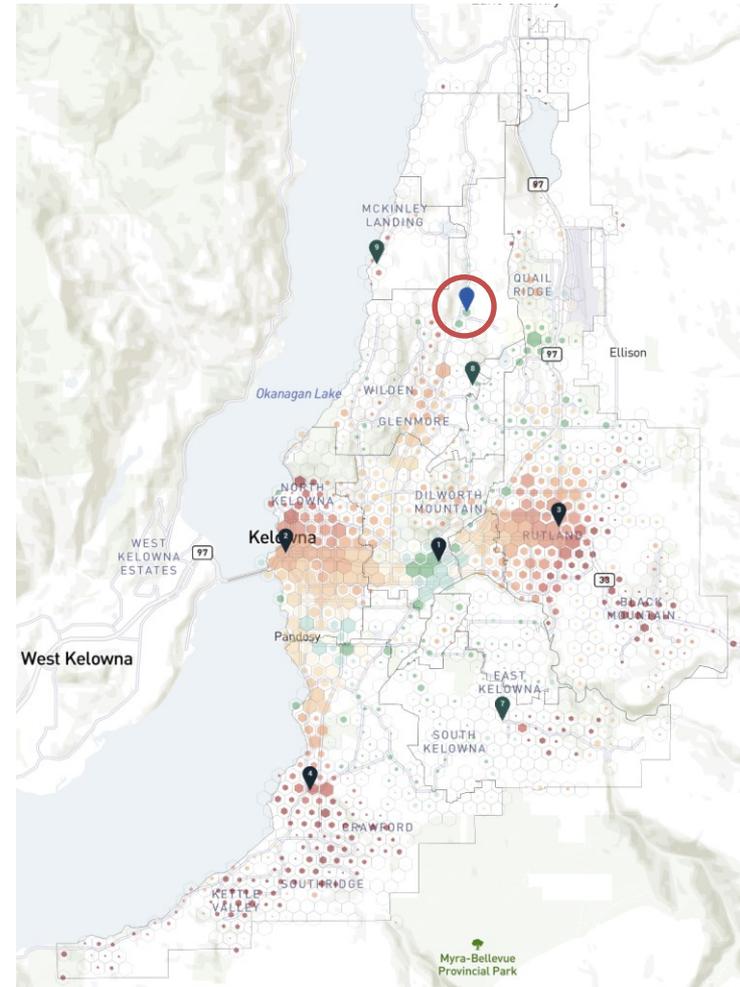
Glenmore/
Hindle

MFR Performance of **91.1%**

...and Fire Performance by 1.8%



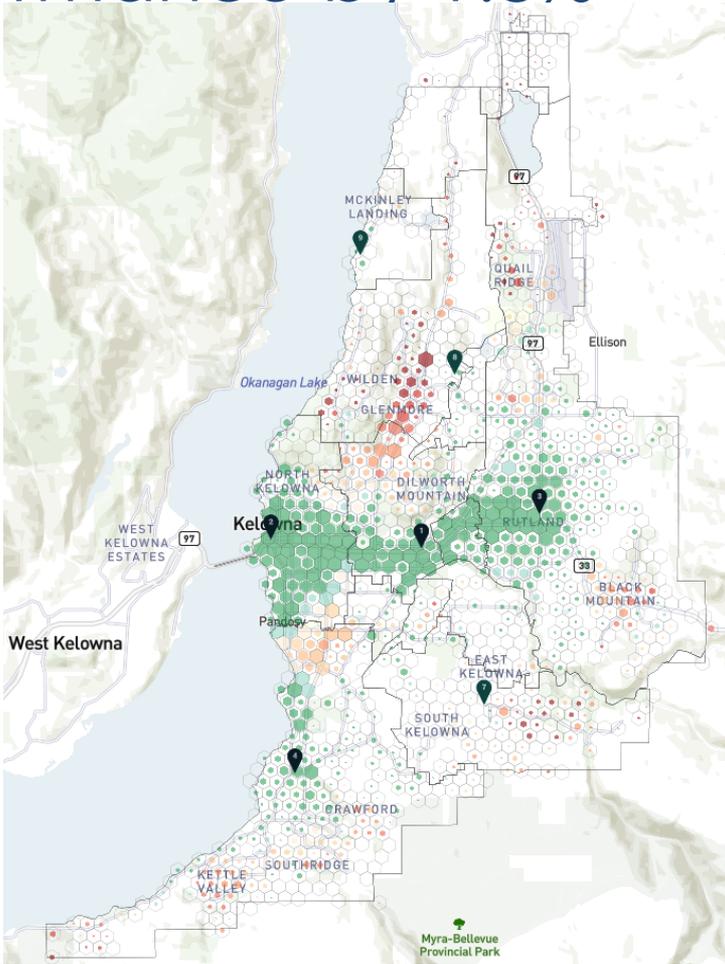
Baseline Fire Performance of
73.2%



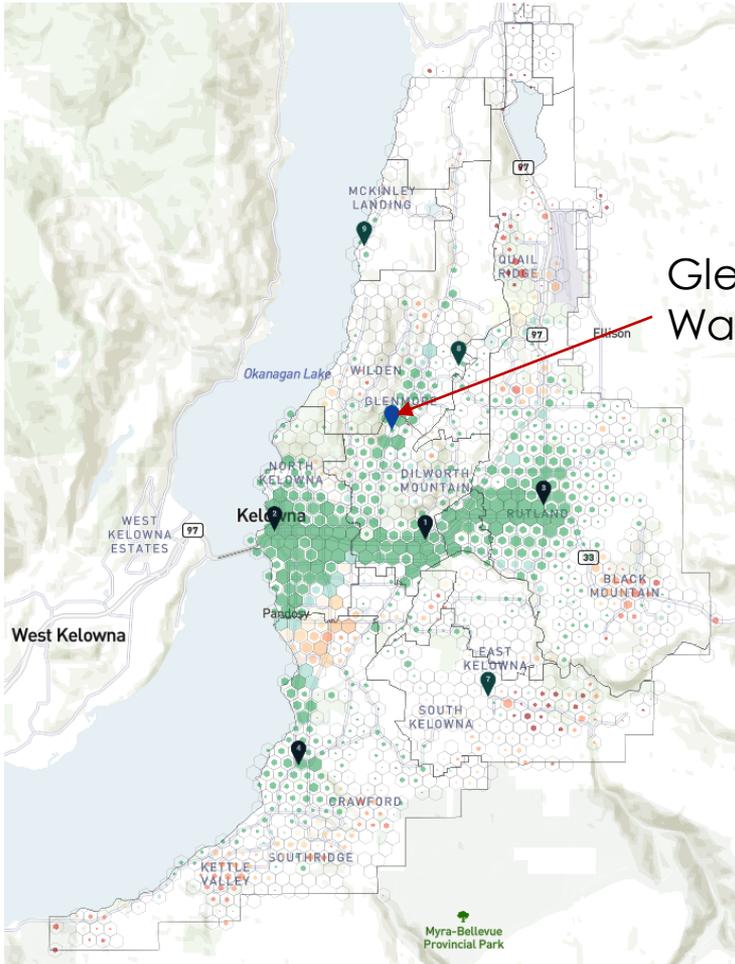
Fire Performance of **75.0%**

**What is the best
place to add a
new station?**

Adding a station in optimal location (Glenmore/Watson) improves medical first response performance by 1.8%



Baseline MFR Performance of **90.1%**

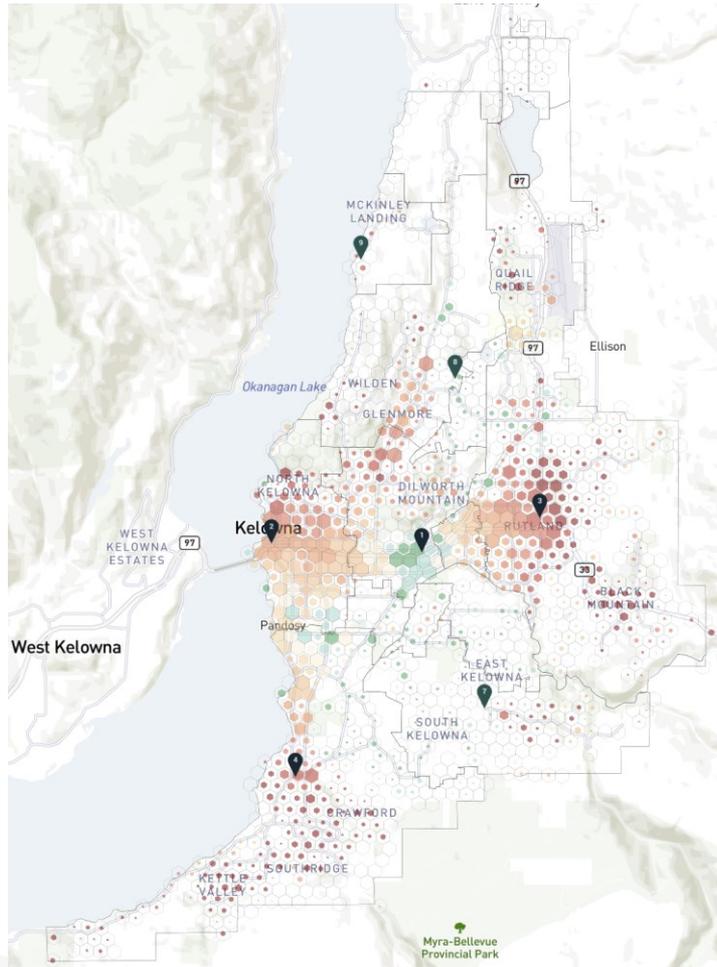


Glenmore/
Watson

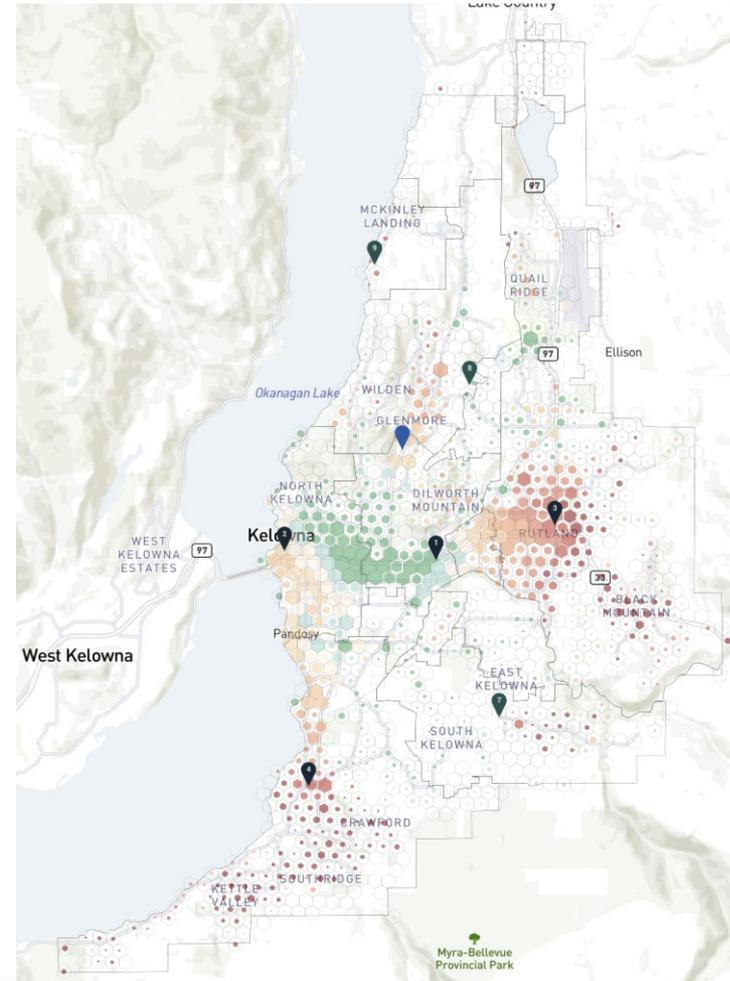
MFR Performance of **91.9%**

Performance based on average historical demand.

...and Fire Performance by 6.0%



Baseline Fire Performance of
73.2%



Fire Performance of **79.2%**

Station Summary

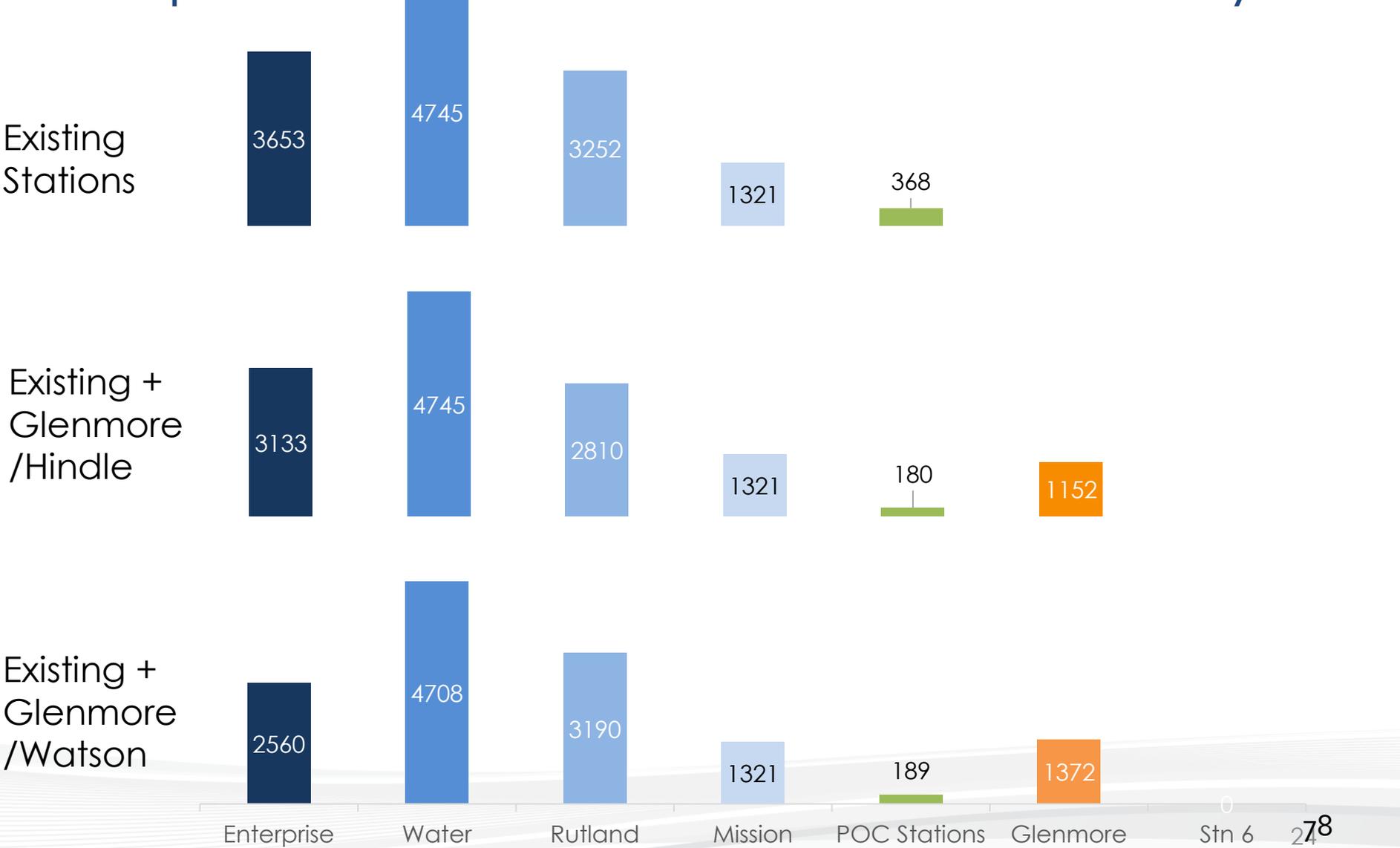
Scenario	Fire Performance		MFR Performance	
Existing	73.2%		90.1%	
Add a full-time station at Glenmore/Watson	79.2%	+6.0%	91.9%	+1.8%
Convert Station 8 to full time	76.1%	+2.9%	91.2%	+1.1%
Add a full-time station at Glenmore/Hindle	75.0%	+1.8%	91.1%	+1.0%

**Does Kelowna
need a
Glenmore
station in the
near term?**

Kelowna has a heavier workload per career station than comparable cities

Municipality	Avg Incidents/FT Station/Year
Kelowna	2,460
Abbotsford	1,640
Strathcona County	1,189
Toronto	1,307

A new Glenmore station would be comparable to Mission station in activity



Annual call volume per station based on drive time analysis.

Other considerations

- Call growth in Glenmore will be higher than average (~50% through 2030)
- Two large properties drive call volumes in Glenmore
- Call growth may be higher in the near term
- Flexing a vehicle to station 8 can alleviate medical response issues in Glenmore

Near Term Summary

- A new unit in the Enterprise station has a significant impact on fire performance
- The current stations are reasonably well-located for current calls
- A new station would be best situated in Glenmore/Watson based on call frequency

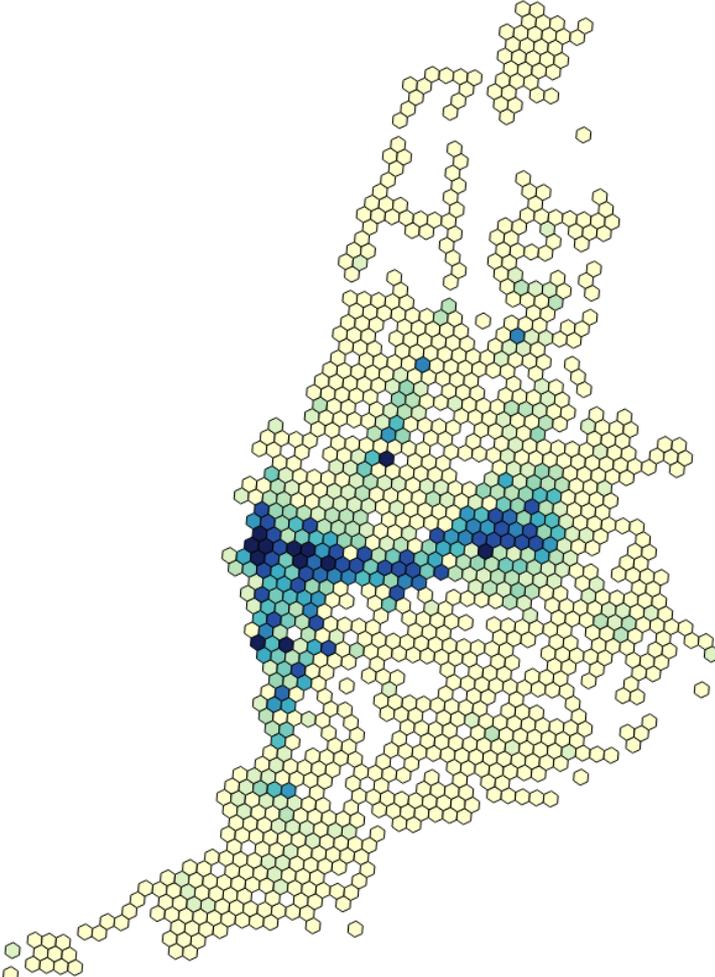
Longer Term Analysis

**How will
demand growth
impact the
City?**

Call demand is expected to increase by 32%

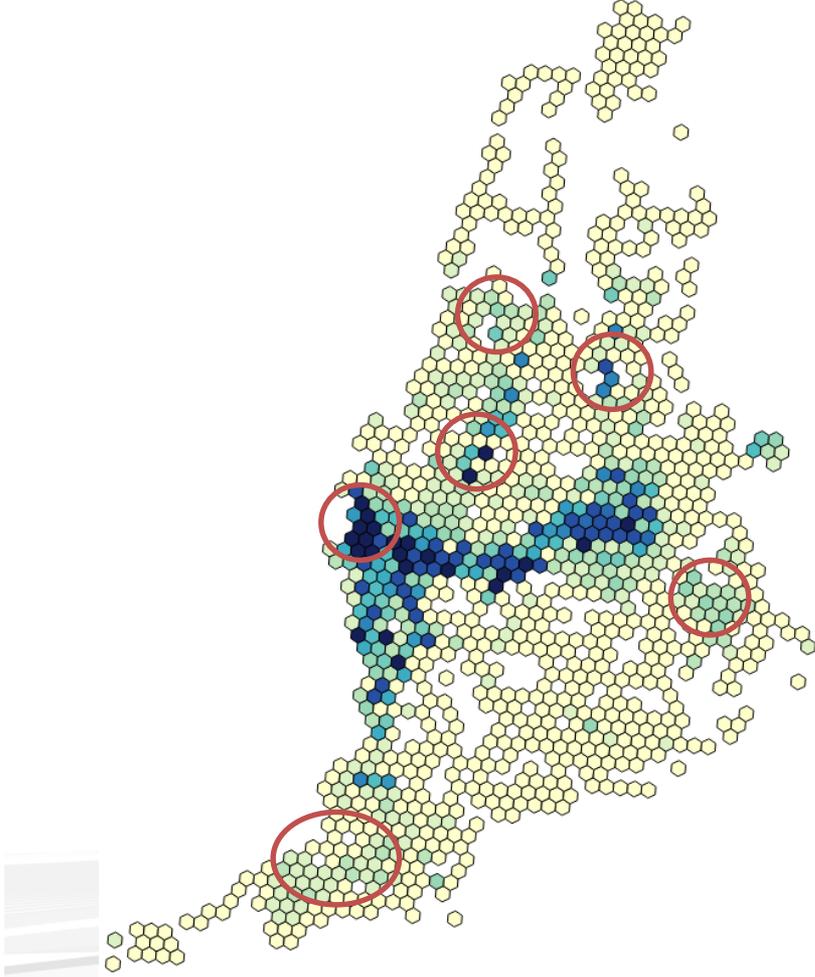
Current Demand

Avg. 10,125 calls/year

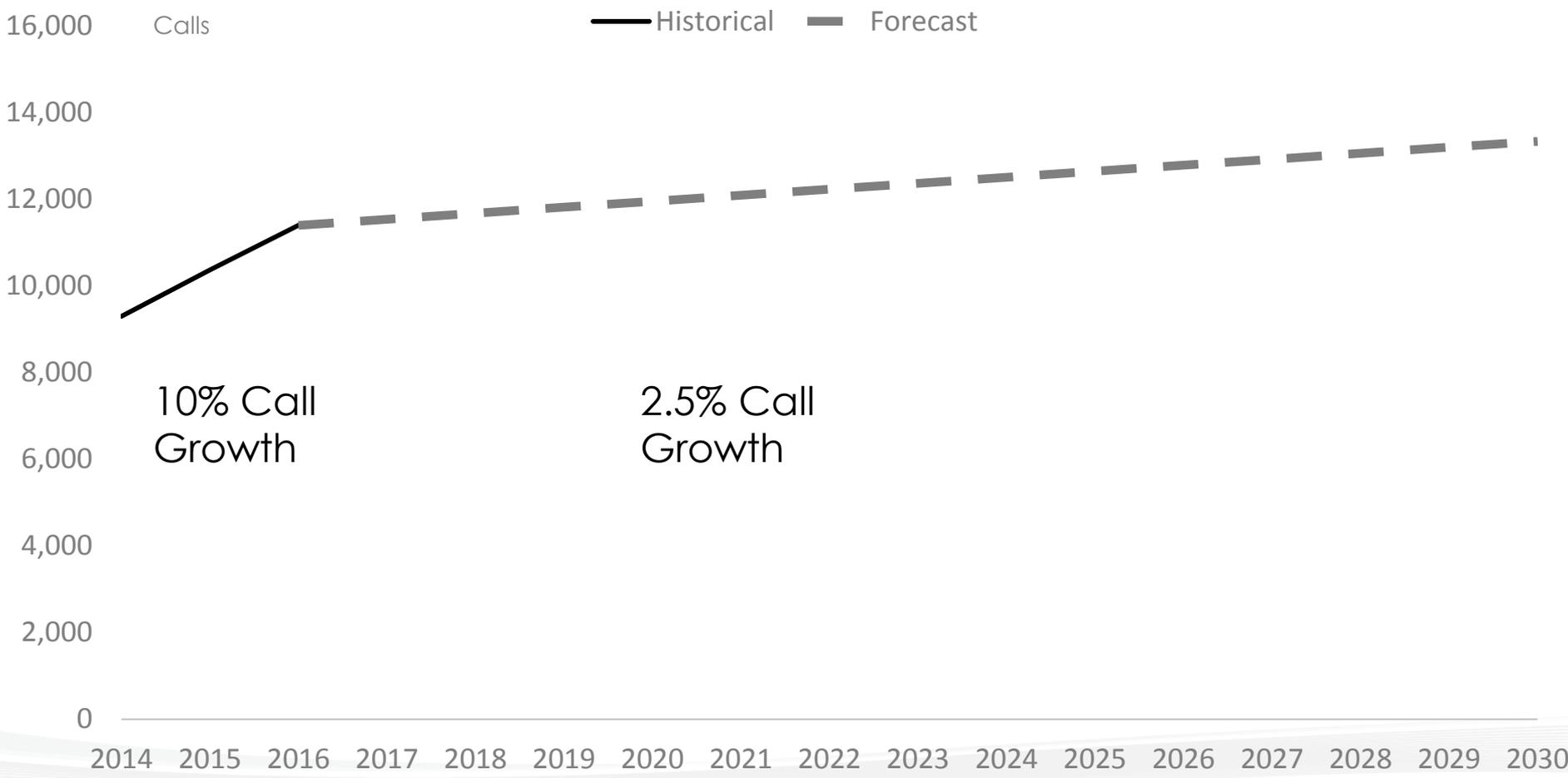


2030 Forecasted Demand

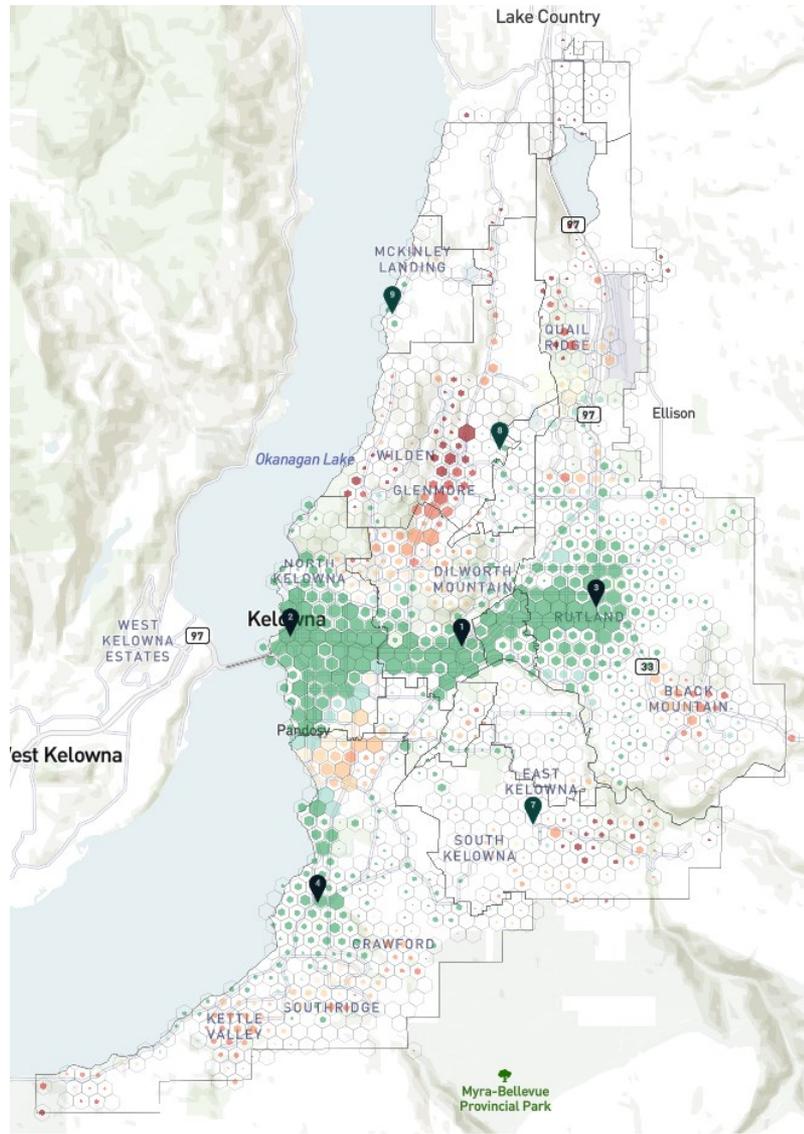
Avg. 13,340 calls/year



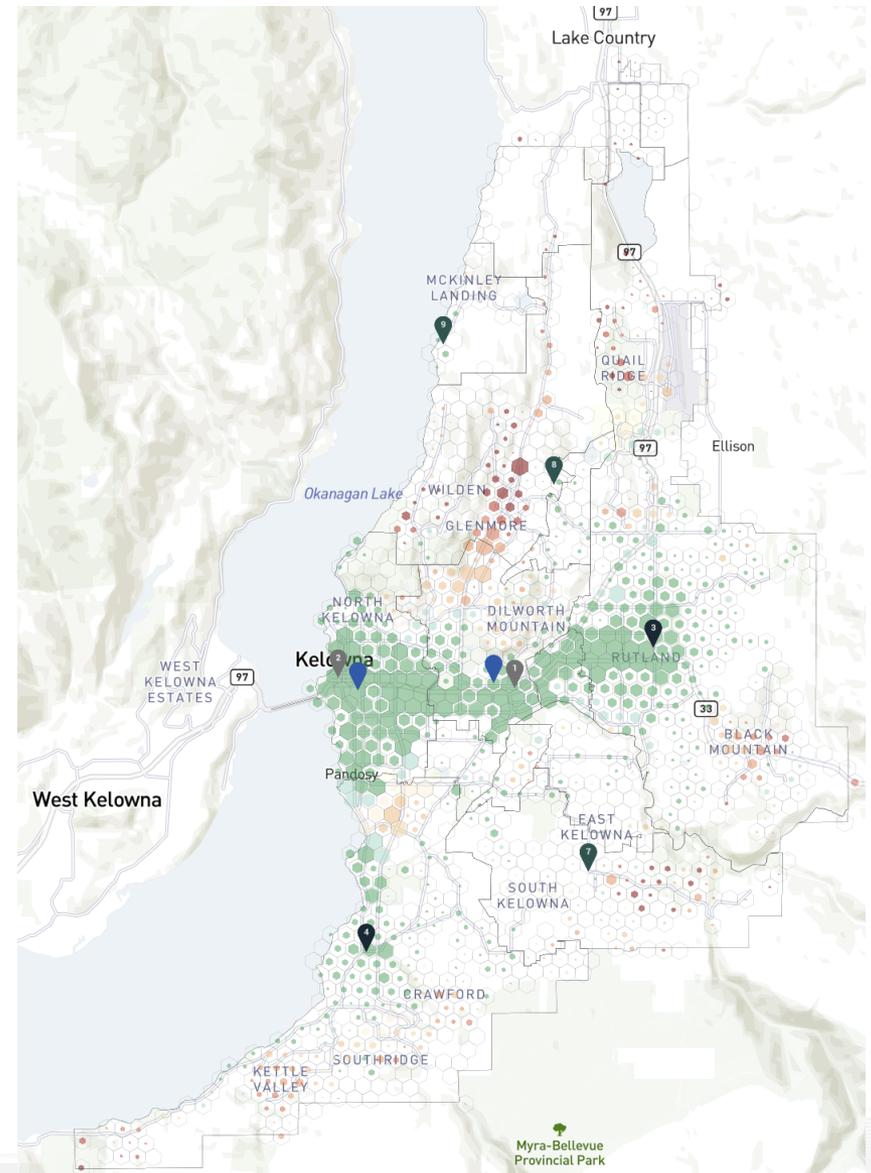
Call Demand will tend toward the population growth rate



**How optimal
are existing
stations?**

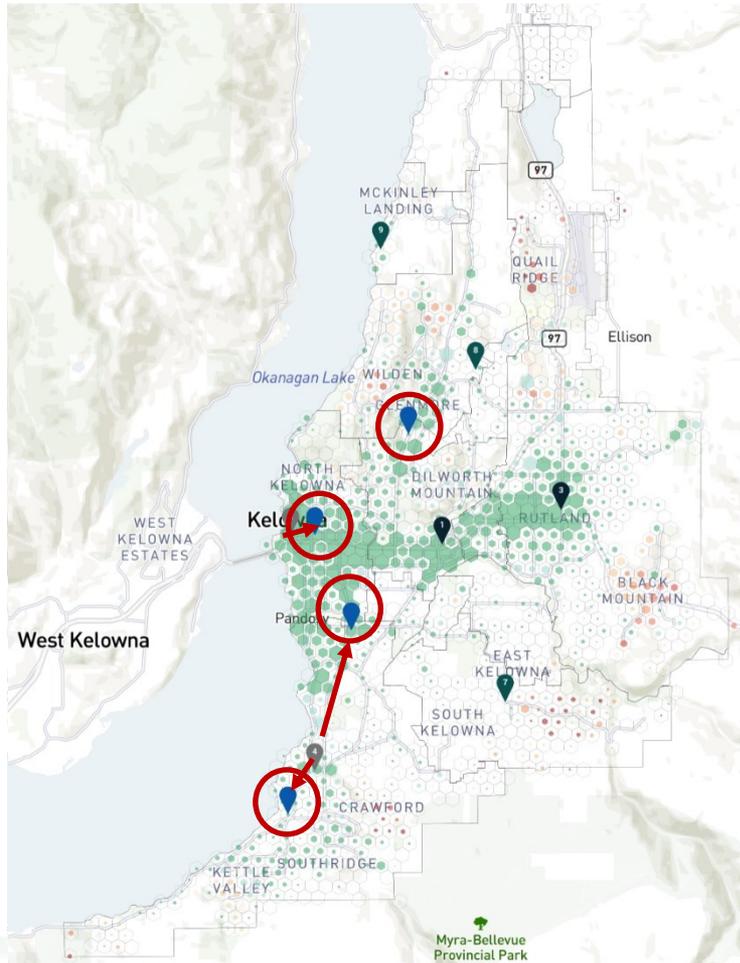


MFR Baseline Performance of **90.1%**



Medical Response Performance of **90.8%**

If the city grows as planned, a denser station plan will be needed



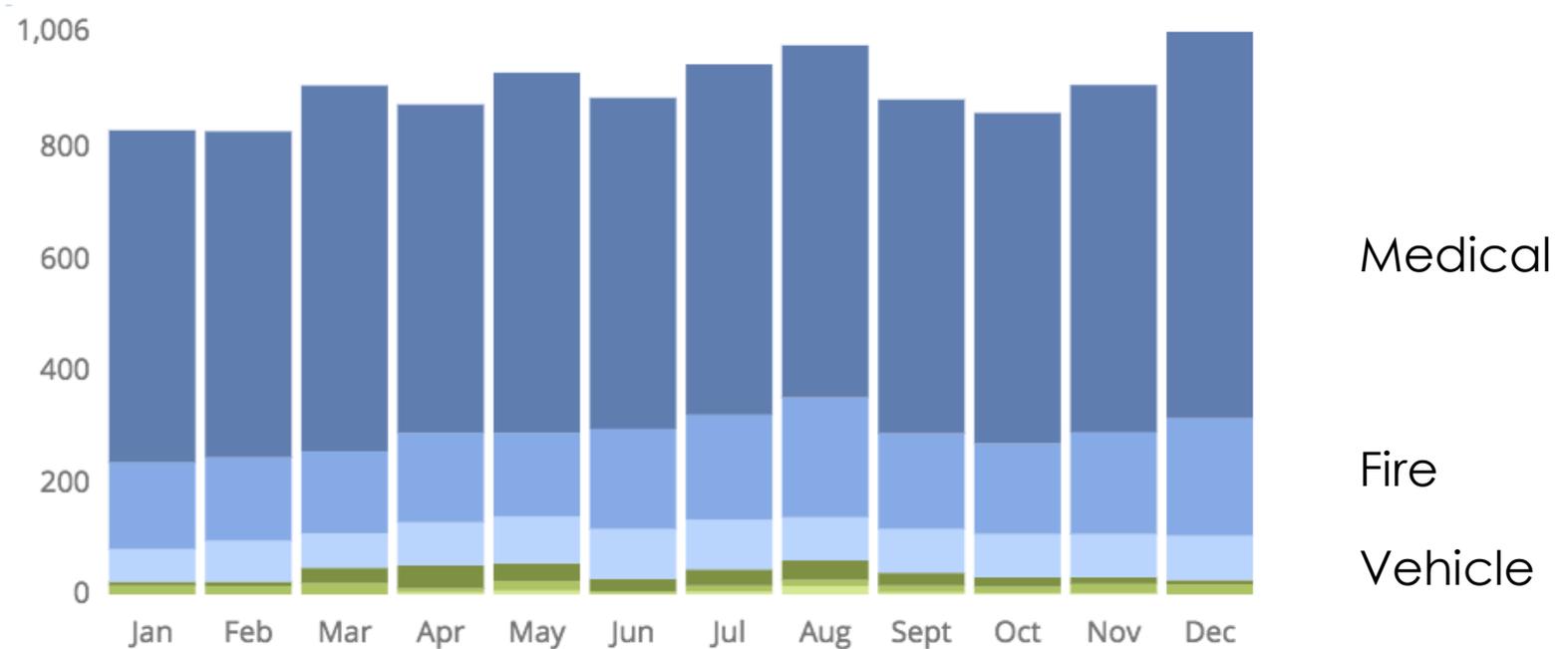
- New station at Glenmore
- Mission splits in two (Pandosy and Upper Mission)
- Downtown could move inland

How can demand be managed?

Kelowna has more incidents per person than comparable cities

Municipality	Incidents/ Person	Medical Calls/Person	Fire Calls/Person
Kelowna	0.08	0.05	0.03
Abbotsford	0.05	0.03	0.02
Strathcona County	0.04	0.03	0.01
Toronto	0.04	0.02	0.02

...but the calls don't have a strong seasonality



A deeper look will likely reveal opportunities:

- Frequent flyers
- Redundant response
- High-risk populations
- High-risk structures

Recommendations

- Add a unit to the Enterprise station
- Monitor call volumes in Glenmore
- Pursue call prevention activities
- Plan for a station in Glenmore/Watson area when risk and call activity warrant
- Consider mixed- or multi-use facilities for stations

Questions



DARKHORSE
ANALYTICS

REPORT TO COUNCIL



Date: December 11, 2017
RIM No. 1250-30
To: City Manager
From: Community Planning Department (LK)

Application: OCP17-0024 & Z17-0099
Address: 292, 284 & 276 Valley Road
Subject: OCP Amendment & Rezoning Applications

Owner: Richard & Dianna Smith,
Albert Pelat,
Cory & Jean Krebs
Applicant: Vanmar Constructors Inc.

Existing OCP Designation: S2RES – Single/ Two Unit Residential

Proposed OCP Designation: MRL – Multiple Unit Residential (Low Density)

Existing Zone: RR3 – Rural Residential 3

Proposed Zone: RM3 – Low Density Multiple Housing

1.0 Recommendation

THAT Official Community Plan Map Amendment Application No. OCP17-0024 to amend Map 4.1 in the Kelowna 2030 – Official Community Plan Bylaw No. 10500 by changing the Future Land Use designation of Lots 1, 2 & 3 Section 33 Township 26 ODYD Plan 18062 , located at 292, 284 & 276 Valley Road, Kelowna, BC from the S2RES - Single / Two Unit Residential designation to the MRL – Multiple Unit Residential (Low Density) designation, be considered by Council;

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

AND THAT Council considers the Public Information Session public process to be appropriate consultation for the *Purpose* of Section 879 of the *Local Government Act*, as outlined in the Report from the Community Planning Department dated December 11, 2017;

THAT Rezoning Application No. Z17-0099 to amend the City of Kelowna Zoning Bylaw No. 8000 by changing the zoning classification of Lots 1, 2 & 3 Section 33 Township 26 ODYD Plan 18062, located at 292, 284 & 276 Valley Road, Kelowna, BC from the RR3 – Rural Residential zone to the RM3 – Low Density Multiple Housing zone, be considered by Council;

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

AND THAT final adoption of the Official Community Plan Map Amending Bylaw and the Rezoning Bylaw be considered subsequent to the outstanding conditions of approval as set out in Schedule "A" attached to the Report from the Community Planning Department dated December 11, 2017;

AND THAT final adoption of the Rezoning Bylaw be considered subsequent to the registration of a SRW for public access to be registered on title for the subject property.

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

2.0 Purpose

To amend the Official Community Plan to change the future land use of the subject properties and to rezone the subject properties to facilitate the development of 52 3-storey townhouses on the subject properties.

3.0 Community Planning

Staff supports the Official Community Plan (OCP) amendment and the rezoning application to facilitate the development of 52 townhouses on the three subject 2.43 acre properties. The Glenmore Valley Village Centre commercial hub is located to the south along Valley Road. These parcels transition from Commercial at the core to MRM - Multiple Unit Residential (Medium Density) and MRL – Multiple Unit Residential (Low Density) future land use designations towards the outer edge of the Village Centre. The subject properties currently have the S2RES – Single/Two Unit Residential Future Land Use designation as they are immediately adjacent to the village centre.

With Valley Road being a major collector roadway and the development of the Glenmore Recreation Park (GRP) directly across Valley Road, the increase in density to row housing at this location is a positive step which will contribute to the goal of densifying Kelowna in the appropriate locations. The development is supported by the future recreation park, nearby schools, transit, bike routes and shopping in the vicinity. In this context, it is not unforeseeable that the four remaining S2RES designated properties north of the subject site along Valley Road would also transition to the MRL designation. This would provide a cohesive transition to the single family dwellings west of the parcels fronting onto Valley Road.

This development will trigger the partial construction of Glenpark Drive and will provide the primary access to the site. The full construction and connection of Glenpark Drive to Drysdale Boulevard would not be completed until the development of 330 Valley Road (property to the south of the subject site).



Figure 1 – Blue Indicates the proposal site, Green indicates the portion of Glenpark Drive to be constructed with this development and Red indicates the future Glenpark Drive to be constructed as part of the adjacent future development.

Staff have reviewed this application and it may proceed without affecting either the City's Financial Plan or Waste Management Plan.

3.1 Public Notification

In fulfillment of Council Policy No. 367, the applicant completed public notification and consultation with property owners within 50 m of the subject property. The applicant held a public open house on November 16, 2017. Refer to Attachment 'A' for details of the open house.

4.0 **Proposal**

4.1 Project Description

The development consists of three parcels which will be consolidated into a single lot through a technical subdivision application. This application also includes a corner rounding and substantial road dedication at the southeast portion of the site. The road dedication is to facilitate the construction of a portion of Glenpark Drive and to ensure the intersection is aligned with the Glenmore Recreation Park site access from Valley Road forming a 4-way intersection.

The proposed development is for the construction of 52 three-storey townhouse units with attached garages. The development will include a total of eleven buildings: 7 four-unit buildings, 2 five-unit buildings and 2 – seven-unit buildings. All units have private amenity space in the form of balconies and meet on-site parking requirements. Nine additional visitor stalls are provided beyond the Zoning Bylaw minimum requirements and are located throughout the site for easy access to all units.

The project is oriented towards families with children through the provision of all units having 3-bedroom units, along with an additional den that could be developed into a fourth bedroom, if needed. There are two children's play areas and an internal 'mews courtyard' with extensive landscaping and walkways to provide multiple small gathering areas for the residents.

The project as proposed meets the RM₃ – Low Density Row Housing regulations and on-site parking requirements. Primary site access will be from Glenpark Drive with a secondary 'emergency access only' from Marigold Road. The development provides ground oriented units with front entries facing the street rather than being oriented to the interior of the site. Each unit has a front landscaped area to delineate the private space from the public street which reduces the amount of fencing and gates. The units have prominent at-grade entries with walkways leading to the street frontages. This provides a stronger pedestrian interface along Valley Road with walkway connections throughout the site.

The development has been designed such that it could be integrated with the parcels to the north of the site in the future, should they become available for redevelopment.

Should Council support the OCP Amendment and Rezoning bylaws, the applicant will finalize the design and staff will bring forward a Development Permit Council Report.

4.2 Site Context

The subject proposal consists of three properties located in the Glenmore Valley area along Valley Road, connected to urban services, and located within the Permanent Growth Boundary.

Specifically, adjacent land uses are as follows:

Orientation	Zoning	Land Use
North	RU2-Medium Lot Housing, RR3-Rural Residential 3	Single Family Dwellings
East	P5 – Municipal District Park	Future Glenmore Recreation Park
South	A1 – Agriculture 1	Farm
West	RM1 – Four Dwelling Housing, A1 – Agriculture 1	Vacant, Farm

Context Map



Note: the highlighted area indicates the extent of Glenmore Valley Village Centre.

Future Land Use



Subject Property Map: 276, 284 & 292 Valley Road



5.0 Current Development Policies

5.1 Kelowna Official Community Plan (OCP)

Development Process

Complete Communities.¹ Support the development of complete communities with a minimum intensity of approximately 35-40 people and/or jobs per hectare to support basic transit service – a bus every 30 minutes. (approx. 114 people / hectare proposed).

Compact Urban Form.² 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.³ 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.

Healthy Communities.⁴ Through current zoning regulations and development processes, foster healthy, inclusive communities and a diverse mix of housing forms, consistent with the appearance of the surrounding neighbourhood.

Housing Mix.⁵ Support a greater mix of housing unit size, form and tenure in new multi-unit residential and mixed use developments.

Ground-Oriented Housing.⁶ Encourage all multiple-unit residential buildings in neighbourhoods with schools and parks to contain ground-oriented units with 2 or more bedrooms so as to provide a family housing choice within the multi-unit rental or ownership markets. High density residential projects in the Downtown area are encouraged to include a ground-oriented housing component, especially where such can be provided on non-arterial and non-collector streets.

6.0 Technical Comments

6.1 Building & Permitting Department

- No comments related to the OCP Amendment or Rezoning.

6.2 Development Engineering Department

- Refer to Attachment 'A' dated November 6, 2017.

6.3 Fire Department

- No comments related to the OCP Amendment or Rezoning.

¹ City of Kelowna Official Community Plan, Policy 5.2.4 (Development Process Chapter).

² City of Kelowna Official Community Plan, Policy 5.2.3 (Development Process Chapter).

³ City of Kelowna Official Community Plan, Policy 5.22.6 (Development Process Chapter).

⁴ City of Kelowna Official Community Plan, Policy 5.22.7 (Development Process Chapter).

⁵ City of Kelowna Official Community Plan, Policy 5.22.11 (Development Process Chapter).

⁶ City of Kelowna Official Community Plan, Policy 5.23.1 (Development Process Chapter).

7.0 Application Chronology

Date of Application Received: November 2, 2017
Date Public Consultation Completed: November 16, 2017

Report prepared by: Lydia Korolchuk, Planner
Reviewed by: Terry Barton, Urban Planning Manager
Approved for Inclusion by: Ryan Smith, Community Planning Department Manager

Attachments:

Attachment A: Development Engineering Memorandum
Attachment B: GEID Letter
Attachment C: Applicant's Public Open House Summary Report
Schedule A: Site Plan and Floor Plans
Schedule B: Landscape Plan



CITY OF KELOWNA

MEMORANDUM

Date: November 6, 2017

File No.: Z17-0099

To: Land Use Management Department (LK)

From: Development Engineering Technologist (RO)

Subject: 276,284,292 Valley Rd. Plan 18062 Lot 1,2,3 RR3 to RM3

Development Engineering has the following comments and requirements associated with this application to rezone from RR3 to RM3. The road and utility upgrading requirements outlined in this report will be a requirement of this application. All servicing and Road requirements will be address in this Rezoning memo.

Technologist for this project is Ryan O'Sullivan.

The following Works & Services are required for this Rezoning:

.1) General

- a) This proposed subdivision may require the installation of centralized mail delivery equipment. Please contact Rick Ould, Delivery Planning Officer, Canada Post Corporation, 530 Gaston Avenue, Kelowna, BC V1Y 2K0 to obtain further information and to determine suitable location(s) within the development.
- b) Where there is a possibility of a high water table or surcharging of storm drains during major storm events, non-basement homes may be required. This must be determined by the engineer and detailed on the Lot Grading Plan required in the drainage section.
- c) Due to the restrictive access of common driveways and emergency and maintenance issues, we recommend that all lots have direct physical access to a public road rather than by common driveways, unless accepted by the Approving Officer.
- d) The Fire Department and Environment Division requirements and comments are addressed separately by them.

.2) Geotechnical Report

- a) Provide a comprehensive geotechnical report (3 copies), prepared by a Professional Engineer competent in the field of hydro-geotechnical engineering to address the items below: **NOTE: The City is relying on the Geotechnical Engineer's report to prevent any damage to property and/or injury to persons from occurring as a result of problems with soil slippage or soil instability related to this proposed subdivision.**

The Geotechnical reports must be submitted to the Planning and Development Services Department (Planning & Development Officer) for distribution to the

Works & Utilities Department and Inspection Services Division prior to submission of Engineering drawings or application for subdivision approval.

- (i) Area ground water characteristics, including any springs and overland surface drainage courses traversing the property. Identify any monitoring required.
 - (ii) Site suitability for development.
 - (iii) Site soil characteristics (i.e. fill areas, sulphate content, unsuitable soils such as organic material, etc.).
 - (iv) Any special requirements for construction of roads, utilities and building structures.
 - (v) Suitability of on-site disposal of storm water and sanitary waste, including effects upon adjoining lands.
 - (vi) Slope stability, rock fall hazard and slippage including the effects of drainage and septic tank effluent on the site.
 - (vii) Identify slopes greater than 30%.
- ii) Top of bank assessment and location including recommendations for property line locations, septic field locations, building setbacks, and ground water disposal locations.
 - iii) Recommendations for items that should be included in a Restrictive Covenant.
 - iv) Any special requirements that the proposed subdivision should undertake so that it will not impact the bank(s). The report must consider erosion and structural requirements.
 - v) Any items required in other sections of this document.
 - vi) Recommendations for erosion and sedimentation controls for water and wind.
 - vii) Recommendations for roof drains and perimeter drains.

.3) Water

- a) The property is located within the GEID service area.
- b) Provide an adequately sized domestic water and fire protection system complete with individual lot connections. Two of the three Service connection must be removed. The water system must be capable of supplying domestic and fire flow demands of the project in accordance with the Subdivision, Development & Servicing Bylaw. Provide water calculations for this subdivision to confirm this.
- c) Ensure every building site is located at an elevation that ensures water pressure is within the bylaw pressure limits. Note: Private pumps are not acceptable for addressing marginal pressure.
- d) Hydrants are to be spaced at 200m but also must be located within 100m of a building. Due to the length of the common driveway access and the distance of homes from the roads, another watermain may be required within the common driveway to service hydrants closer to the homes.

- e) Design drawings must be reviewed by GEID prior to the City issuing the drawings for construction. Confirmation of their review must be provided to the City.

.4) Sanitary Sewer

- a) Provide an adequately sized sanitary sewer system complete with individual lot connections in accordance with the Subdivision, Development & Servicing Bylaw. Only one service is to be provided per lot.
- b) Two of the three service connection must be removed.

.5) Drainage

- a) Provide an adequately sized drainage system complete with individual lot connections. The Subdivision, Development and Servicing Bylaw requires that each lot be provided with an individual connection; however, the City Engineer may permit use of individual ground water disposal systems, where soils are suitable. For on-site disposal of drainage water, a hydrogeotechnical report will be required complete with a design for the disposal method (i.e. trench drain / rock pit). The Lot Grading Plan must show the design and location of these systems for each lot.
- b) Provide the following drawings:
 - i) A detailed Lot Grading Plan (indicate on the Lot Grading Plan any slopes that are steeper than 30% and areas that have greater than 1.0 m of fill);
 - ii) A detailed Stormwater Management Plan for this subdivision; and,
 - iii) An Erosion and Sediment Control Plan.
- c) Show details of dedications, rights-of-way, setbacks and non-disturbance areas on the lot Grading Plan.
- d) Significant banks are located on this site. The slopes appear to be sensitive to erosion; temporary and permanent measures must be taken to prevent erosion and sediment transport.
- e) Identify clearly on a contour map, or lot grading plan, the top of bank(s). Provide cross sections along the top of the bank at each property corner and at locations where there are significant changes in slope. Cross sections are to be perpendicular to the contour of the slope. Show the proposed property lines on the cross sections. Not all areas have a clear top of bank; and therefore, field reconnaissance by City staff and the applicant may be needed to verify a suitable location for property lines.
- f) Where ditches are provided they must be adequately lined and protected for the design flows.
- g) The drainage gullies are to be protected by way of Statutory Rights-of-Way suitable to the Drainage Manager.

.6) Roads

- a) It is a requirement to construct an emergency access road from Marigold Road to the proposed development site to the satisfaction of the Fire Department.
- b) Glenpark Drive dedicated and constructed to SS-R5 20.0m right of way urban standard along the full frontage of this proposed development, including curb and gutter, bike lanes, Sidewalk, parking on east side, drainage system including catch basins, manholes and pavement removal and replacement and re-location or

adjustment of utility appurtenances if required to accommodate the upgrading construction.

- c) Corner rounding will be required on Valley road and Glenpark Drive.
- d) Glenpark Drive on to Valley Road intersection will be stop condition, with left turn bay.
- e) Left turn lanes into Glenpark Drive from Valley Road is required.
- f) Any upgrades or relocation of Brant's creek must be complete with offsite construction with MOE and City of Kelowna approved permits.
- g) Provide pavement marking and traffic signs where required. The City will install all signs and traffic control devices at the developer's expense.
- h) Provide a Street Sign, Markings and Traffic Control Devices Drawing.
- i) Re-locate existing poles and utilities, where necessary.
- j) Private access roads must be constructed and paved to the City standard SS-R2.
- k) Temporary asphalt cul-de-sacs or turn-a-round will be required at each terminal end of roads that will be extended in the future. Additional dedication or a Statutory Right-of-Way may be needed.

.7) Power and Telecommunication Services and Street Lights

- a) All proposed distribution and service connections are to be installed underground. Existing distribution and service connections, on that portion of a road immediately adjacent to the site, are to be relocated and installed underground
- b) Street lights must be installed on all roads.
- c) Before making application for approval of your subdivision plan, please make arrangements with Fortis BC for the pre-payment of applicable charges and tender a copy of their receipt with the subdivision application.
- d) Make servicing applications to the respective Power and Telecommunication utility companies. The utility companies are required to obtain the City's approval before commencing construction.

.8) Design and Construction

- a) Design, construction supervision and inspection of all off-site civil works and site servicing must be performed by a Consulting Civil Engineer and all such work is subject to the approval of the City Engineer. Drawings must conform to City standards and requirements.
- b) Engineering drawing submissions are to be in accordance with the City's "Engineering Drawing Submission Requirements" Policy. Please note the number of sets and drawings required for submissions.
- c) Quality Control and Assurance Plans must be provided in accordance with the Subdivision, Development & Servicing Bylaw No. 7900 (refer to Part 5 and Schedule 3).
- d) A "Consulting Engineering Confirmation Letter" (City document 'C') must be completed prior to submission of any designs.

- e) Before any construction related to the requirements of this subdivision application commences, design drawings prepared by a professional engineer must be submitted to the City's Development Engineering Department. The design drawings must first be "Issued for Construction" by the City Engineer. On examination of design drawings, it may be determined that rights-of-way are required for current or future needs.

.9) Servicing Agreements for Works and Services

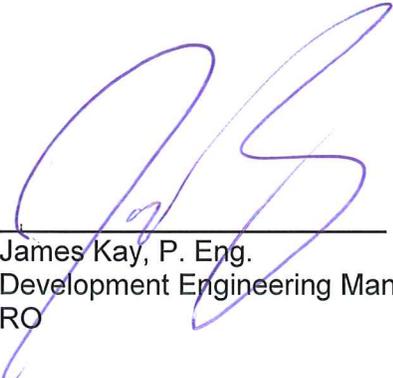
- a) A Servicing Agreement is required for all works and services on City lands in accordance with the Subdivision, Development & Servicing Bylaw No. 7900. **The applicant's Engineer, prior to preparation of Servicing Agreements, must provide adequate drawings and estimates for the required works.**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

.10) Other Engineering Comments

- a) Provide all necessary Statutory Rights-of-Way for any utility corridors required, including those on proposed or existing City Lands.
- b) If any road dedication affects lands encumbered by a Utility right-of-way (such as FortisGas, etc.) please obtain the approval of the utility prior to application for final subdivision approval. Any works required by the utility as a consequence of the road dedication must be incorporated in the construction drawings submitted to the City's Development Manager.

.11) Charges and Fees

- a) Development Cost Charges (DCC's) are payable
- b) None of the Works & Services required are items included in the DCC calculations and therefore not eligible for DCC credits.
- c) Fees per the "Development Application Fees Bylaw" include:
- i) Street/Traffic Sign Fees: at cost if required (to be determined after design).
 - ii) Survey Monument Fee: \$50.00 per newly created lot (HST exempt).
 - iii) Survey Monument, Replacement Fee: \$1,200.00 (GST exempt) – only if disturbed.
 - iv) Engineering and Inspection Fee: 3.5% of construction value (plus GST).



James Kay, P. Eng.
Development Engineering Manager
RO

CITY OF KELOWNA
MEMORANDUM

Date: November 6, 2017
File No.: OCP17-0024
To: Community Planning (LK)
From: Development Engineering Manager (JK)
Subject: 276,284,292 Valley Road

The Development Engineering Branch comments and requirements regarding this OCP amendment application Land use S2RES to MRL are as follows:

1. General

All the offsite infrastructure and services upgrades are addressed in the Rezoning Engineering Report under file Z17-0099.



James Kay, P. Eng.
Development Engineering Manager

RO

CITY OF KELOWNA
MEMORANDUM

Date: November 6, 2017
File No.: DP17-0241
To: Community Planning (LK)
From: Development Engineering Manager (JK)
Subject: 276,284,292 Valley Road Form and Character

Development Engineering has the following comments and requirements associated with this application to obtain a Development Permit for the form and character.

The proposed development is within Proposed Strata Lot A, Plan 18062

Development Engineering has no comment regarding the form and character of the proposed buildings.

For servicing requirements refer to file Z17-0099



James Kay, P.Eng,
Development Engineering Manager
RO

CITY OF KELOWNA
MEMORANDUM

Date: November 6, 2017
File No.: S17-0106
To: Community Planning Department Manager (LK)
From: Development Engineering Manager (JK)
Subject: Proposed Lot Consolidation

LOCATION: 276, 284, 292 Valley Road
APPLICANT: VanMar Constructors Inc. 604-882-0700
LEGAL: Plan 18062 Lot 1,2,3

The Development Engineering comments and requirements regarding this Lot Consolidation to accommodate the development of a 52 independent dwellings residence are as follows:

- The proposed Lot Consolidation does not impact existing municipal infrastructure.
- All the offsite infrastructure and services upgrades are addressed in the Development Engineering Report under the rezoning application file number Z17- 0099



James Kay, P. Eng.
Development Engineering Manager

RO



Glenmore-Ellison Improvement District
 445 Glenmore Road
 Kelowna, BC V1V 1Z6

Email: glenmore.ellison@shaw.ca
 Website: www.glenmoreellison.com

Phone: 250-763-6506

ATTACHMENT B

This forms part of application
 # OCP17-0024 & Z17-0099



City of
Kelowna
 COMMUNITY PLANNING

Planner
 Initials LK

Fax: 250-763-5688

November 8, 2017

City of Kelowna
 Community Planning and Real Estate
 1435 Water Street
 Kelowna, B.C. V1Y 1J4

Attention: Lydia Korolchuk (via email: lkorolchuk@kelowna.ca; planninginfo@kelowna.ca)

**Re: City of Kelowna File Z17-0099, OCP17-0024, DP17-0241, S17-0106
 276, 284 & 292 Valley Road – Lots 3, 2 & 1, Plan 18062
 Proposed Rezoning, OCP amendment, Technical Subdivision & Development Permit
 52 Unit Multi Dwelling Townhome Project**

Glenmore-Ellison Improvement District (GEID) has received a Rezoning, OCP amendment, Technical Subdivision and Development Permit referral from the City of Kelowna for the above noted property. GEID will have fees and conditions required as a condition of Subdivision approval. GEID does not require fees and conditions prior to Rezoning, OCP amendment and Development Permit approval; however, GEID will have fees and conditions required prior to issuance of a Water Service Certificate to facilitate building permit issuance for the proposed multi dwelling townhome project.

Please note that applications for new subdivisions and development proposing to utilize the GEID water system must proceed in compliance with GEID bylaws, regulations, and policy.

GEID has received \$150.00 application fee required to provide a detailed assessment of the water servicing fees and conditions required prior to issuance of a Water Service Certificate.

If you have any questions on this matter, please do not hesitate to contact me.

Sincerely,
GLENMORE-ELLISON IMPROVEMENT DISTRICT

Mike Rojem
 Projects Coordinator

cc. Applicant: Vanmar Constructors Inc. 101B Simpson Road, Abbotsford, B.C. V2T 6Y7
 (via email: matthew@mgcprojects.com)
 Owners: Cory, Jean Gregory Krebs, 276 Valley Road, Kelowna, B.C. V1V 2C2
 Albert Pelat, 284 Valley Road, Kelowna, B.C. V1V 2G2
 Richard & Diana Smith, 292 Valley Road, Kelowna, B.C. V1Y 7P9

N:\Projects\210 - 276, 284, 292 Valley Rd. Subdivision & DP - 52 units townhomes\L171107-Initial.doc

**292, 284 And 276 Valley Road, Kelowna Public Consultation Summary Report****Introduction**

VanMar Constructors (“VanMar”) has applied to the City of Kelowna (“City”) for a Development Permit (DP17-0241), a Rezoning (Z17-0099) from Rural Residential 3 (RR-3) to Low Density Multiple Housing (RM-3) and an amendment to the Official Community Plan (OCP17-0024) from 'Single Family' to 'Multi-Residential Low Density' designation for their site at 292, 284 And 276 Valley Road, Kelowna.

The following is a summary of the public consultation activities undertaken by VanMar in conjunction with this application. A full report, complete with copies of all display materials, notification materials, summary of neighbour conversations and completed comment cards, has been supplied to the Planning Department under separate cover.

Neighbour Consultation

In late October and early November, 2017 VanMar (Matthew Carter and Mary Lapointe) participated in a series of pre-arranged, one-on-one and door to door neighbourhood visits in order to ensure that immediate neighbours:

- i. were informed on the proposal;
- ii. had an opportunity to ask questions and voice concerns;
- iii. had information regarding the public approvals process and timing; and
- iv. had the developer’s contact information.

Follow up meetings, for neighbours who voiced concerns either within these sessions or at the Public Information Session, are currently ongoing.

Public Information Session:

In compliance with the City of Kelowna policy, on November 16th, the project team hosted a 3-hour Public Information Session (details below) to share development plans with the greater community and to gain feedback on the proposal.

Date: November 16th, 2017

Time: 5:00 – 8:00pm

Location: Willow Park Church, 228 Valley Road, Kelowna, B.C

Notification:

The Public Information Session was advertised to the community by mail out to all properties within a 100-metre radius (50 metres is stipulated by policy), a newspaper advertisement in the Kelowna Courier and Large Format Development Notice Signs posted on the subject site as per the City’s requirements.

Attendance & Feedback:

The meeting was well attended with approximately 43 people in total. 38 members of the community registered at the sign-in table. The Public Information Session followed an informal format, with 12 display boards positioned around the room, and 4 members of the project team available to speak with the community and answer questions.

Comment sheets were available at multiple stations throughout the room, and participants were encouraged to privately record their feedback on the proposal.

Comment Cards:

A total of 10 comment cards were completed and submitted at the Public Information Session. All comments will be considered by the project team and have been provided to the City Planning Staff.

Of the 10 comment cards received, we determined that:

- 60% (6 people) were supportive of the project.
- 40% (4 people) had concerns about the project.

The below summary shows key themes noted in the comment cards when 2 or more respondents provided similar comments.

Key Areas of Support:

- Support for a family-oriented development at this location (*4 responses*).
- Proximity to local services and amenities like schools, the recreation centre and the retail village (*3 responses*).
- The design of the development (*3 responses*).
- Support for more developments with density and diverse affordable housing options in the neighbourhood (*3 responses*).
- Pedestrian-friendly nature of the site (*3 responses*).

Key Areas of Concern:

- Concern for limited parking on-site (*4 responses*).
- Concern for pedestrian safety especially for children around the site (*2 responses*).
- Concern that the proposal is too dense for this site (*2 responses*).

Next Steps

VanMar is now in the process of following up with neighbours who have posed questions and/or concerns regarding the project and is available to respond to any other concerns which may arise.

DESIGN TEAM

Owner	VanMar Homes Glenpark Ltd.
General Contractor	VanMar Constructors Inc.
Development Management	MGC Projects Ltd.
Architect	RLA Architects Inc.
Landscape	Outland Design Landscape Architecture
Interior	Laura Vroom Design Corporation
Civil	Protech Consulting Ltd.
Survey	Runnels Denby Land Surveying
Geotechnical	GeoPacific Consultants Ltd.
Traffic	CTQ Consultants

DRAWING LIST

A-1.0	Context Plan
A-1.1	Context Aerial Views
A-1.2	Survey Plan
A-1.3	Design Rationale
A-1.4	Development Summary
A-1.5	Site Plan
A-1.6	Phasing Plan
A-1.7	Fire Fighting Access Plan
A-1.8	Site Section
A-2.0	Building 1 Plans (7-plex)
A-2.1	Building 1 Plans (7-plex)
A-3.0	Building 2 Plans (4-plex)
A-4.0	Building 5 Plans (5-plex)
A-5.0	Type A Unit Plans
A-5.1	Type A1 Unit Plans
A-6.0	Unit Section
L1/2	Conceptual Landscape Plan
L2/2	Water Conservation & Irrigation Plan
A-7.0	Context Aerial Views with Landscape Overlay
17049-00	Concept Utility Plan



GLENPARK TOWNHOUSES

**276, 284, 292 Valley Road
 Kelowna, BC
 November 1, 2017**



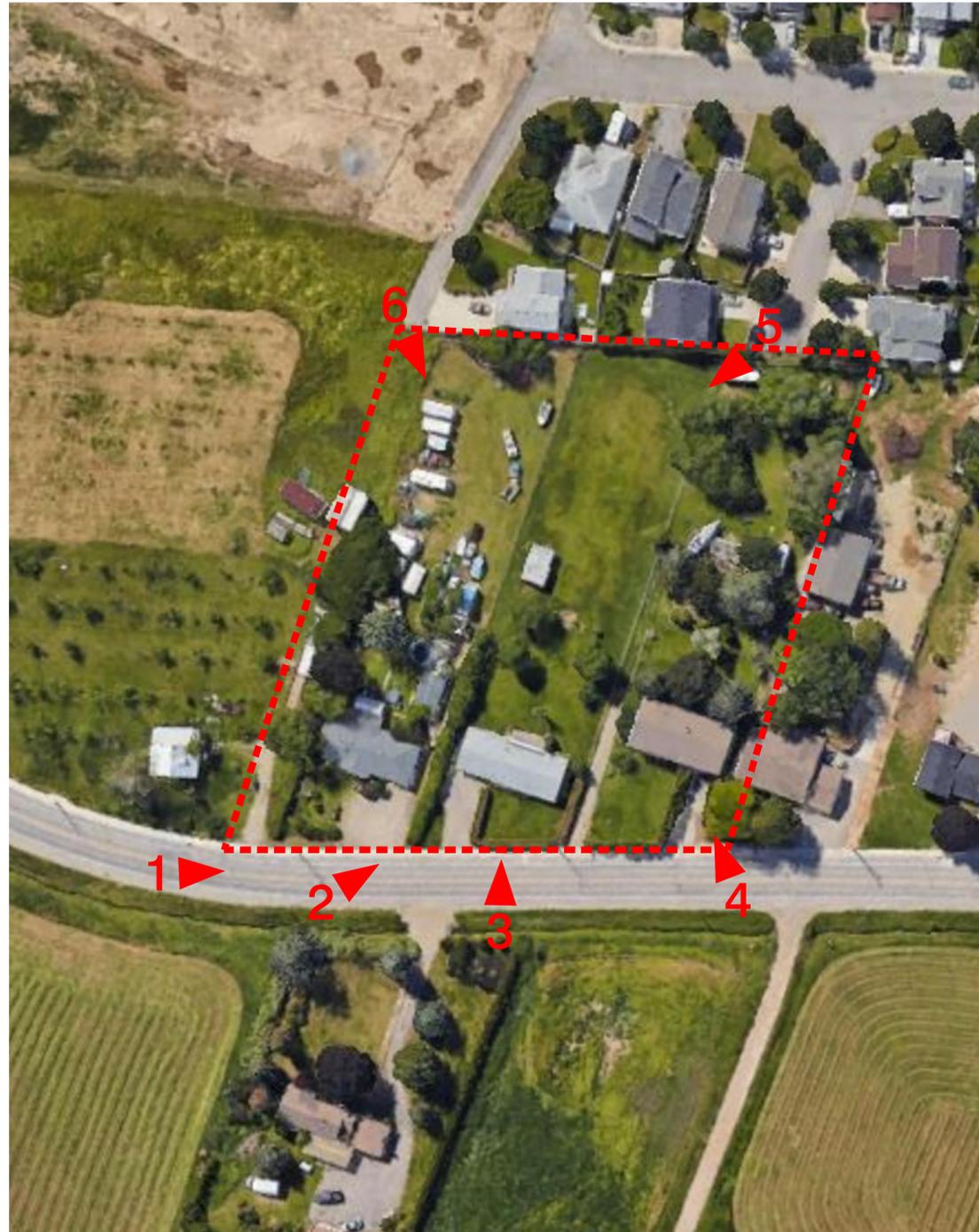
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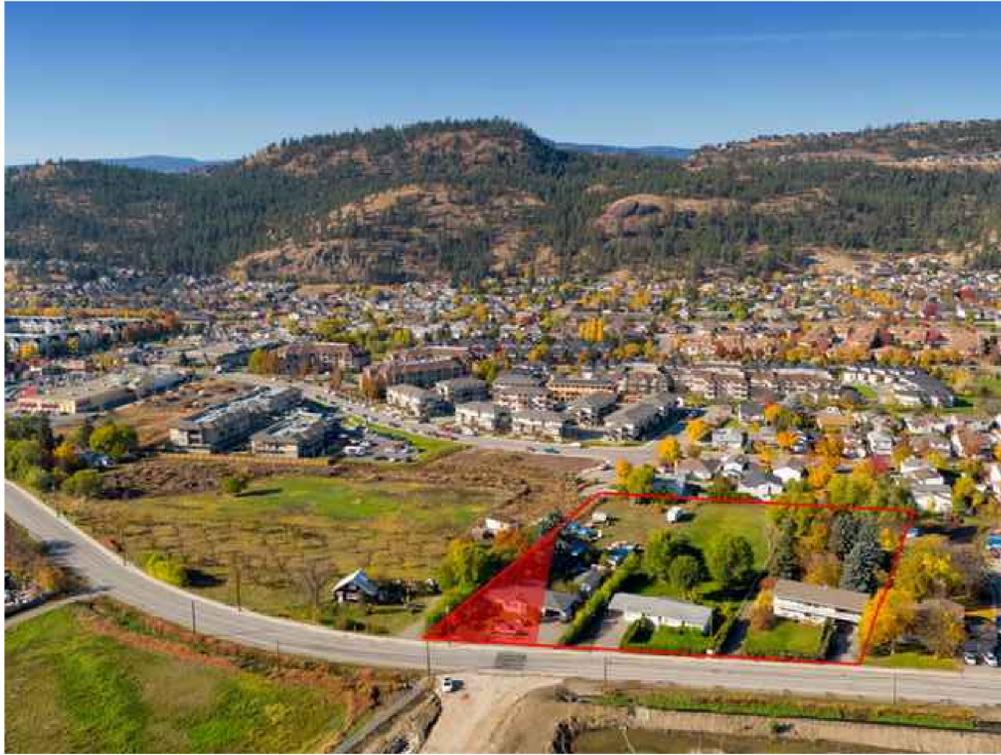


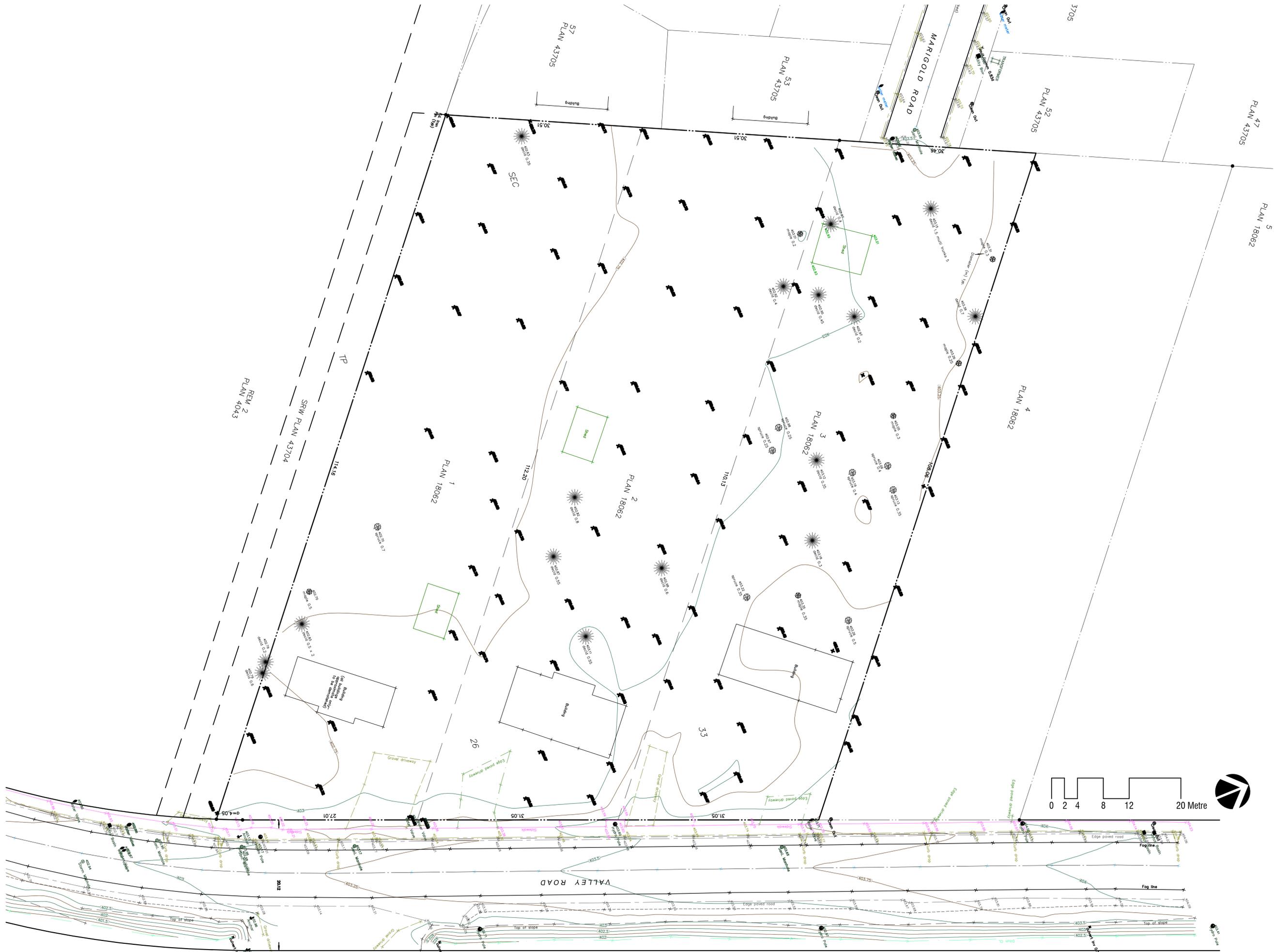
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DESIGN RATIONALE

Introduction

1. The development site is at 292, 284 and 276 Valley Road. It is a 2.4 acre, reasonably flat parcel that currently comprises 3 single-family lots.
2. It is located in an established community that is within close proximity to a retail village, a new sports complex and schools.
3. Given its recent success with the nearby 'Drysdale Row' townhouse development project, VanMar Developments (the builder) recognises the opportunity to create a highly liveable townhouse community that will contribute positively to the Glenmore community and to appeal to a broad range of people, and particularly families with children.
4. The development proposal is in response to Council's priority to see more family-orientated housing, particularly 3-bedroom ground-oriented townhouses, in locations close to schools, shops and services.
5. This 'Design Rationale' document has guided VanMar's approach to the design of this new community. The document seeks to first identify all the relevant considerations that the design needs to respond to. Having identified all of the relevant considerations, the document then details a design that appropriately responds to these considerations.

Part I: Identification of the relevant considerations that the design needs to respond to...

THE SITE AND ITS LOCATIONAL CONTEXT

1. To the West of the development site is an attractive neighbourhood of single-family homes and duplexes accessed from Drysdale Boulevard.
2. To the East of the development site the City is developing the new 'Glenmore Recreation Park' sports facility which is now under construction and due to open in Summer 2019. Beyond this new sports facility, there are attractive views of orchards and hills.
3. To the South of the development site is a vibrant and busy neighbourhood retail village, with an IGA, Save on Foods, Shoppers Drug Mart, Starbucks and other amenities. The retail village area is within easy walking distance of the development site.
4. To the North of the development site are 3 single-family homes. The owners of these homes have expressed interest in selling their property for development. These discussions are amicable and ongoing. To date, an agreement has not been reached between these owners and VanMar.
5. The site is within close proximity to high quality schools, including Dr Knox Middle School and North Glenmore Elementary School. Dr Knox is within easy walking distance of the site.
6. The site is a 15-minute drive to downtown Kelowna and a 10 minute drive to UBCO.

ADVICE FROM THE CITY OF KELOWNA PLANNING DEPARTMENT

7. Given the locational context, and the alignment with City policy priorities, City planning staff are supportive towards the idea of recommending to Council that this site be developed for townhouses, subject to the following conditions and provisos:
 - a. That the townhouses are designed to be appealing to families given Council's desire to see more family-oriented housing, particularly 3-bedroom ground-oriented townhouses. This is due to Kelowna currently going through a period of growth and there being a shortage of housing that is suitable and affordable for families with school-aged children.
 - b. That the development integrates with the local context of growing family-oriented amenities (including the new Glenmore Recreation Park and the retail village), and is sensitive to the adjacent single-family homes to the West.
 - c. That the design should be welcoming and inclusive of the surrounding community, and should activate the perimeter streets with outward (rather than inward) facing homes and strong corner elements on the ends of buildings.
 - d. That the development includes construction of a new portion of Glen Park Drive that intersects with Valley Road (and in alignment with the access to Glenmore Recreation Park on the other side of Valley Road) and that, once constructed, this newly constructed portion of Glen Park Drive be dedicated to the City.
 - e. That vehicle access to the project is provided from this new section of Glen Park Drive, and not from Valley Road or from Marigold Road.
 - f. That the design and layout of a townhouse project on this site can be integrated with development of the single-family house lots to the North of the site (if they become available for development in the future).
 - g. That the project make provision for a pedestrian walkway through the site, linking Drysdale Boulevard with Glenmore Recreation Park.
13. Planning staff have advised that the development approval process for the project will require a Development Permit, a Rezoning from RR-3 to RM-3 and an amendment to the OCP from 'Single Family' to 'Multi-Residential Low Density'. Planning staff have advised VanMar of the required steps and public consultation requirements that this process will require.

Part II: Proposed design response to these considerations...

SUMMARY OF OUR PROPOSED DESIGN APPROACH

14. Our design responds to the above-listed contextual considerations through a thoughtfully designed development of 52 townhouses organized in 11 separate buildings with an overall FAR of 0.72.
15. The community is predominantly oriented towards families with children. All of the 52 townhouses have:
 - a. 3 bedrooms
 - b. A den which can also be converted into a 4th bedroom.
 - c. A garage with side-by-side parking for 2 cars (and we have also provided a good level of visitor parking around the site).
 - d. A balcony directly accessed from the principal living space.
 - e. A front yard garden area.
 - f. Approximately 1,500 sf of living space.
16. The design is compliant with the RM-3 By-law.
17. The community has been designed to be self-sufficient with regards to parking, and to not place any parking burden on the surrounding streets. Each townhouse has a garage with 2 side-by-side parking stalls. There are also 9 visitor parking stalls distributed around the community, as well as on-street parking on the new section of Glenpark Drive.

LAYOUT AND ORGANIZATION OF THE COMMUNITY

18. The organization and layout of the community is driven by the following four ideas:
 - a. **Vehicle Access...**
Vehicle access to the development will be from Glen Park Drive, with an emergency vehicle only exit on Marigold Road. Vehicle access to the community will only be from this new section of Glen Park Drive. There will be no vehicle access or egress to the community from Marigold Road, other than for Fire Truck emergency purposes.
 - b. **Outward-facing Design...**
The townhouses located around the perimeter of the community have front doors directly facing Valley Road and Glen Park Drive. This approach activates these streets and presents a welcoming face to the surrounding neighbourhood. Importantly, on-street parking on Glen Park Drive improves the liveability and functionality of these street-facing outward looking townhouse units.
 - c. **Mews Courtyard...**
The townhouses on the inside of the project are organized around a 'mews courtyard' concept where front doors face a green area that is free from vehicles. The first of these courtyards is organized so that it is the first thing a person sees when entering the community from Glen Park Drive. We believe these courtyards provide an appealing amenity for all residents and foster an improved interaction between neighbours. These attractive green spaces allow us to integrate small community gathering areas and provide the basis for a diagonal pedestrian pathway through the community to link Marigold Road with the new Glenmore Recreation Park.
 - d. **Future Integration Potential...**
The overall layout of the townhouse community works well on the current project site but also has the potential to be integrated with the lots to the North of the site (if these lots become available for redevelopment in the future).

ARCHITECTURAL EXPRESSION

19. The townhouses have a contemporary architectural design.
20. The design approach seeks to create a strong expression of each individual townhouse. This is achieved through:
 - a. A strong front entry condition that is defined by a highly visible front door, an attractive front yard, and clearly visible street address number.
 - b. Each townhouse within each building block are 'articulated' through roof forms and a variety of window expressions throughout each block of buildings.
 - c. The yard in front of each townhouse provides a delineation between the public and private realm but does so in a friendly and inclusive fashion and without the need for excessive barrier fences and gates.
 - d. Attention is paid to roof form and bay window elements to create 'strong corners', particularly at the most visible building ends.
 - e. Where possible trees and low level planting are introduced to compliment and enhance the streetscape and delineate the public and private outdoor areas.
 - f. Each home has a balcony directly accessed from the principal living space. As well as providing important opportunities for indoor/outdoor living, the balcony provides an opportunity for informal neighbour to neighbour interaction across the driveway aisle and community overlook which improves security and safety in the parking/drive aisle area.
 - g. The landscape design is well integrated with the architectural design, and is mindful of the hot and dry Okanagan climate. The landscape design incorporates canopy trees wherever possible to reduce heat gain.
 - h. The development will provide a pedestrian friendly boulevard treatment along Glen Park Drive, achieved through the installation of deciduous shade trees and a turf boulevard.



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Revisions

November 1, 2017
Issued For Development Permit, Rezoning
and OCP Amendment

Client

Project

Glenpark
Townhouses

276, 284, 292 Valley Road
Kelowna, BC

Lots 1-3, Section 33,
Township 26, ODYD
Plan 18062

Design Rationale

November 1, 2017

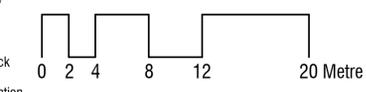
A-1.3

Development Statistics

Civic Address:	276, 284, 292 Valley Road, Kelowna BC		
Legal Description:	Lots 1-3, Section 33, Township 26, ODYD, Plan 18062		
Gross Site Area:	2.43 Acres	106,017 sf	9,849 SM
Zoning Classification	Rezoning from RR-3 to RM-3		
Permitted FSR:	0.75	79,513 sf	7,387 SM
Proposed FSR:	0.72	76,260 sf	7,085 SM
Permitted Site Coverage of Buildings:	40%		
Proposed Site Coverage of Buildings (including decks):	36%		
Permitted Site Coverage of Buildings, Decks, Driveway, Surface Parking:	60%		
Proposed Site Coverage of Buildings, Decks, Driveway, Surface Parking:	38%		
Permitted Height:	10 M or 3 Storeys (the lesser of the two)		
Proposed Height:	3 Stories		
Permitted Setbacks:			
Front - Valley Road	1.5 M		
Flanking Street - Glenpark Drive	1.5 M ground oriented units facing street		
Side	4.0 M		
Rear	7.5 M		
Proposed Setbacks:			
Front - Valley Road	3.5 M		
Flanking Street - Glenpark Drive	3.0 M ground oriented units facing street		
Side	4.0 M		
Rear - Northwest of buildings 4,5,6	7.5 M		
Required Private Open Space Per Dwelling:	25 SM	269 sf (for dwellings more than one bedroom)	
52 dwellings total	1,300 SM	13,994 sf	
Proposed Private Open Space Per Dwelling (includes balconies):	1,619 SM	17,424 sf total for 52 dwellings	

Proposed Development:											
	Type	Lower Flr (FSR)	Main Flr	Upper Flr	Total (Exclu. garage)	No. of Units	Total FSR Area	Lower Flr Gross	Gross Flr Area	Garage Parking	Apron Parking
A	3-Bedrm	182 sf	606 sf	654 sf	1,442 sf	30	43,260 sf	595 sf	55,650 sf	2 cars	0 car
A1	3 Bedrm	183 sf	633 sf	684 sf	1,500 sf	22	33,000 sf	600 sf	42,174 sf	2 cars	0 car
Total						52 units	76,260 sf FSR		97,824 sf Gross		
							7,085 sm FSR		9,088 sm Gross		

Required Parking:		
2 cars per residential unit	104 cars	
1 visitor car per 7 dwelling units	7 cars	
Total Required Parking	111 cars	
Proposed Parking:		
Double garages (Types A, A1)	104 cars	
Single garages	0 cars	
Total in Garages	104 cars	
Apron Parking	0 cars	
Overall Residential Parking	104 cars	
Visitor Parking	9 cars	
Total Provided Parking	113 cars	
Required Bicycle Parking:		
Class 2 0.1 per dwelling unit	5 spaces	
Total required bicycle parking	5 spaces	
Provided Bicycle Parking:		
Class 2	6 spaces	
Total Provided Bicycle Parking	6 spaces	

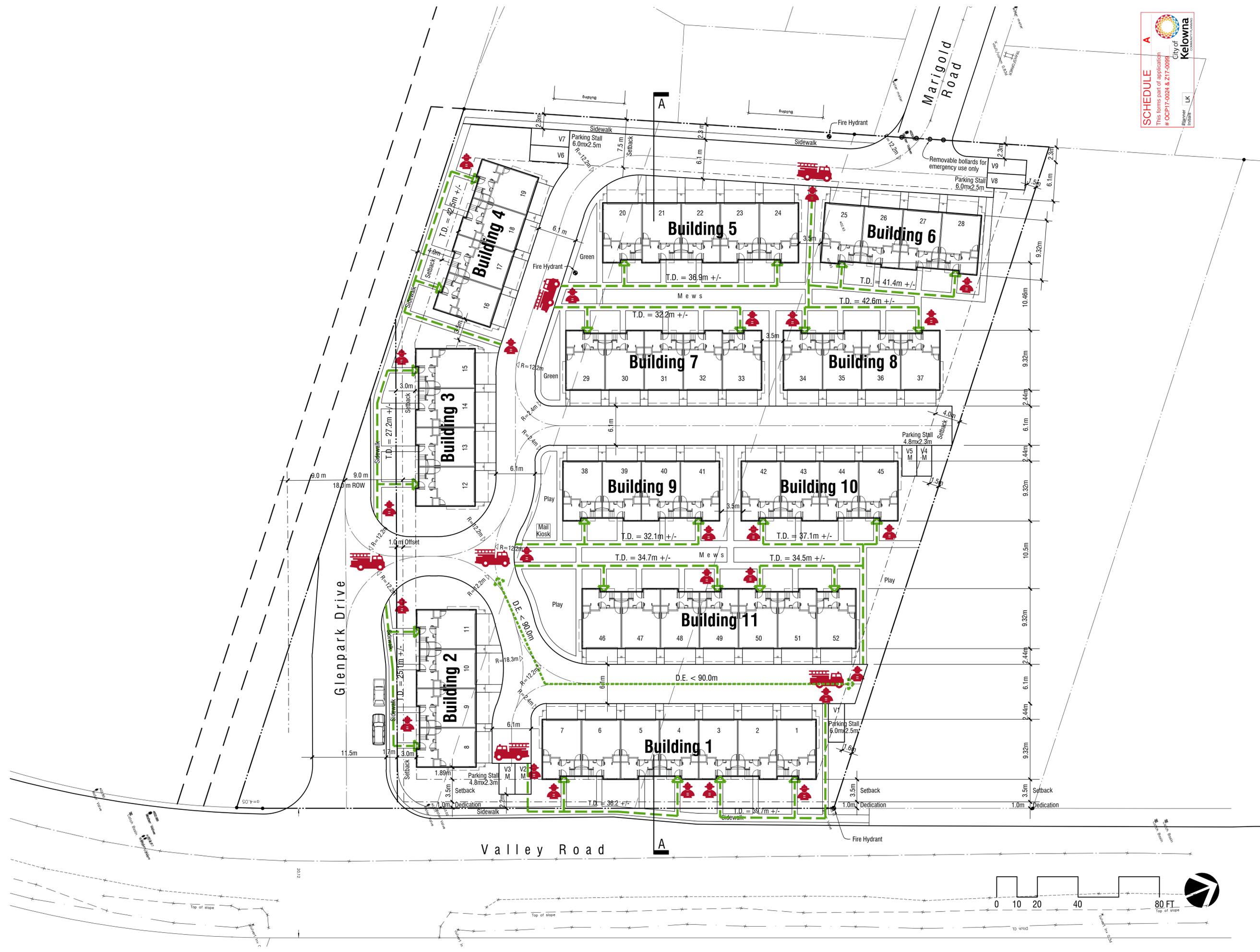


Client
 Project
Glenpark Townhouses
 276, 284, 292 Valley Road
 Kelowna, BC
 Lots 1-3, Section 33,
 Township 26, ODYD
 Plan 18062

Site Plan

1 = 250
 November 1, 2017

A-1.5

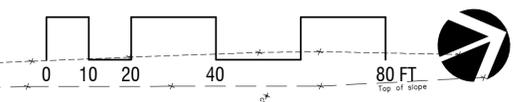


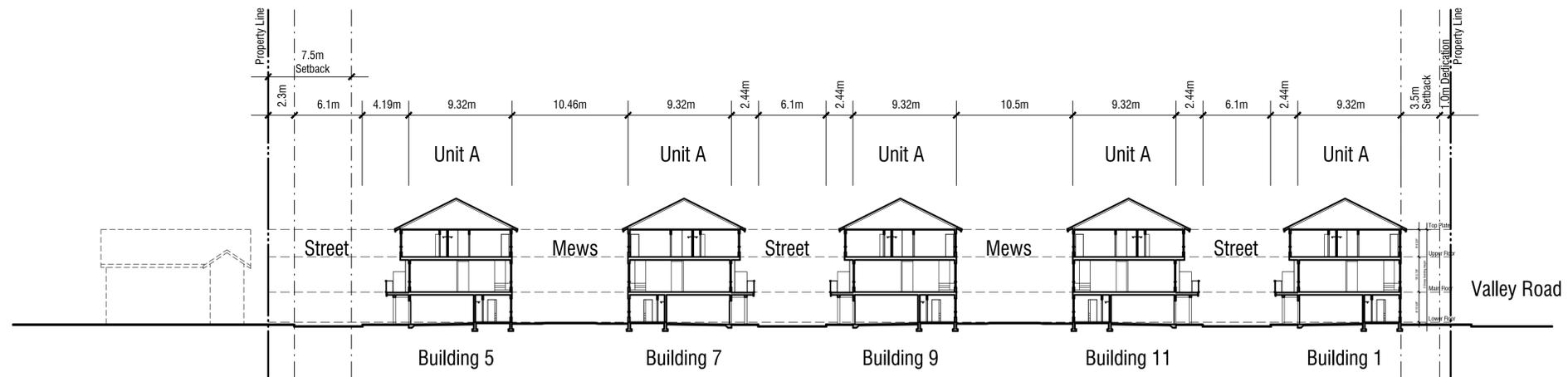
Client

Project
Glenpark Townhouses
 276, 284, 292 Valley Road
 Kelowna, BC
 Lots 1-3, Section 33,
 Township 26, ODYD
 Plan 18062

Fire Fighting Access Plan

1 = 250
 November 1, 2017





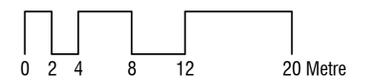
Site Section A

Client

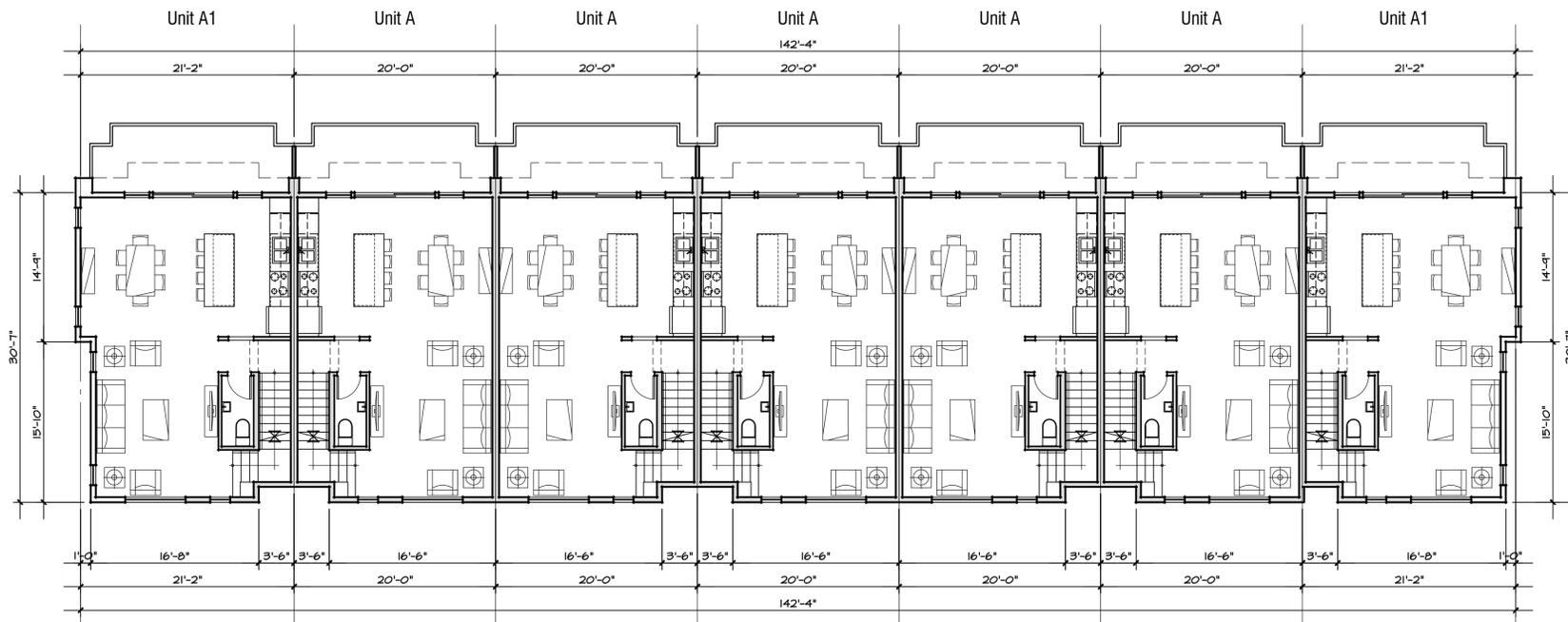
Project
 Glenpark
 Townhouses
 276, 284, 292 Valley Road
 Kelowna, BC
 Lots 1-3, Section 33,
 Township 26, ODYD
 Plan 18062

Site Section

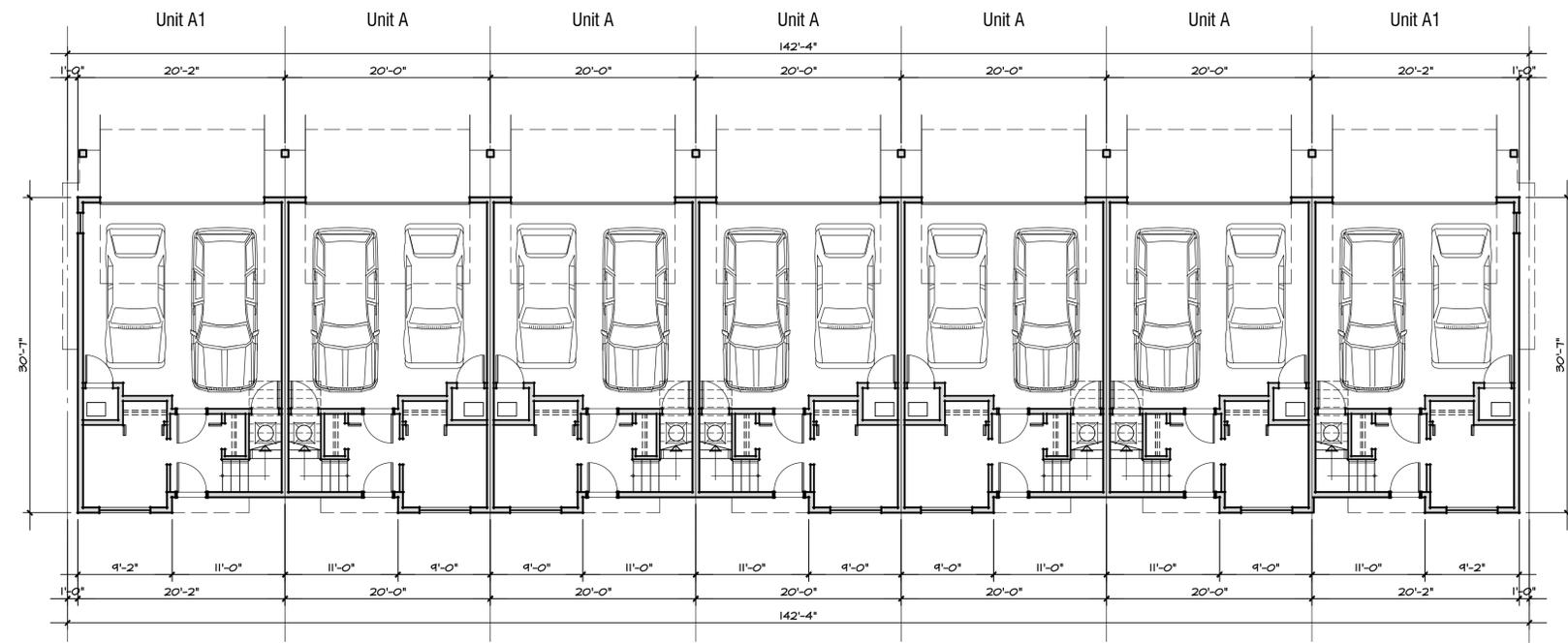
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 November 1, 2017



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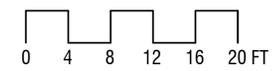
Main Floor Plan
 Building Area 4,287 sf

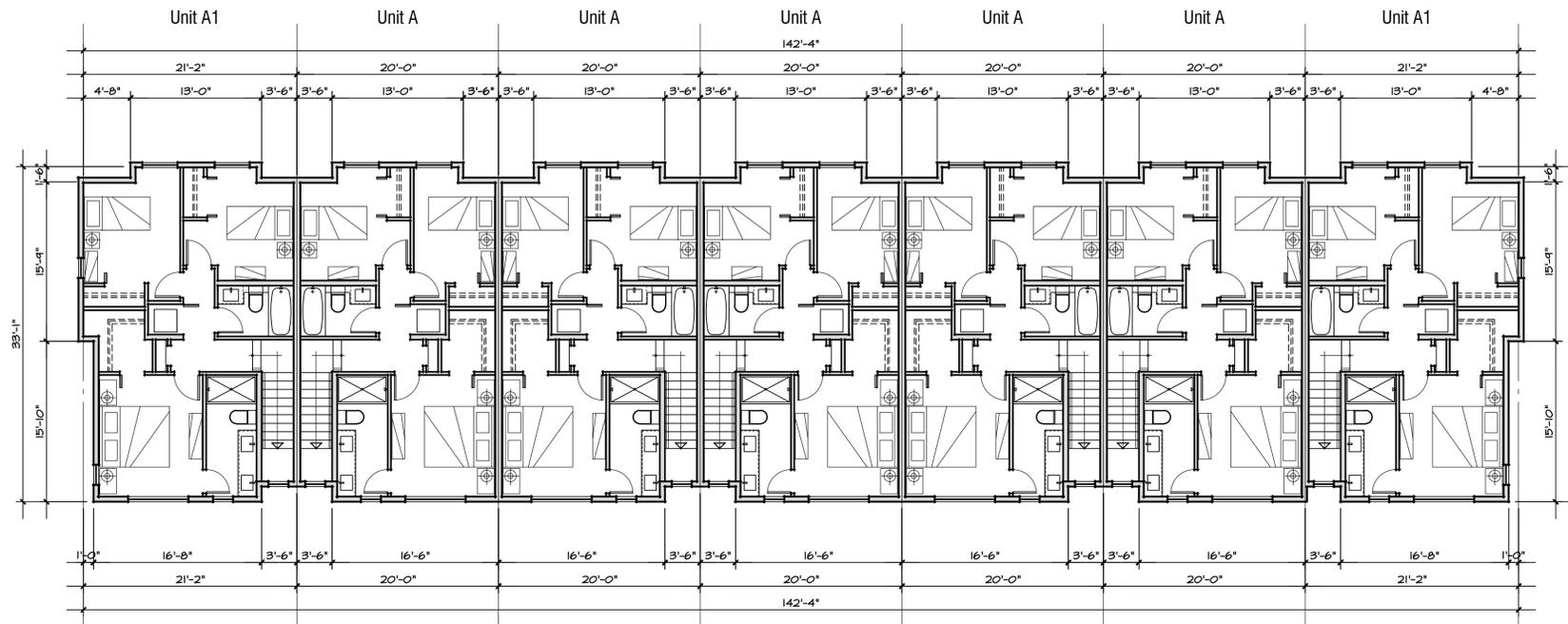


Ground Floor Plan
 Building Area 4,177 sf

Client
 Project
Glenpark Townhouses
 276, 284, 292 Valley Road
 Kelowna, BC
 Lots 1-3, Section 33,
 Township 26, ODYD
 Plan 18062

Building 1 Plans
(7-plex)
 1/8" = 1'-0"
 November 1, 2017





Upper Floor Plan
 Building Area 4,565 sf

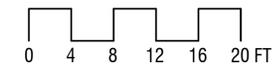
SCHEDULE A
 This forms part of application # OCP17-0024 & Z17-0099
 City of Kelowna
 Planner Initials LK

Client

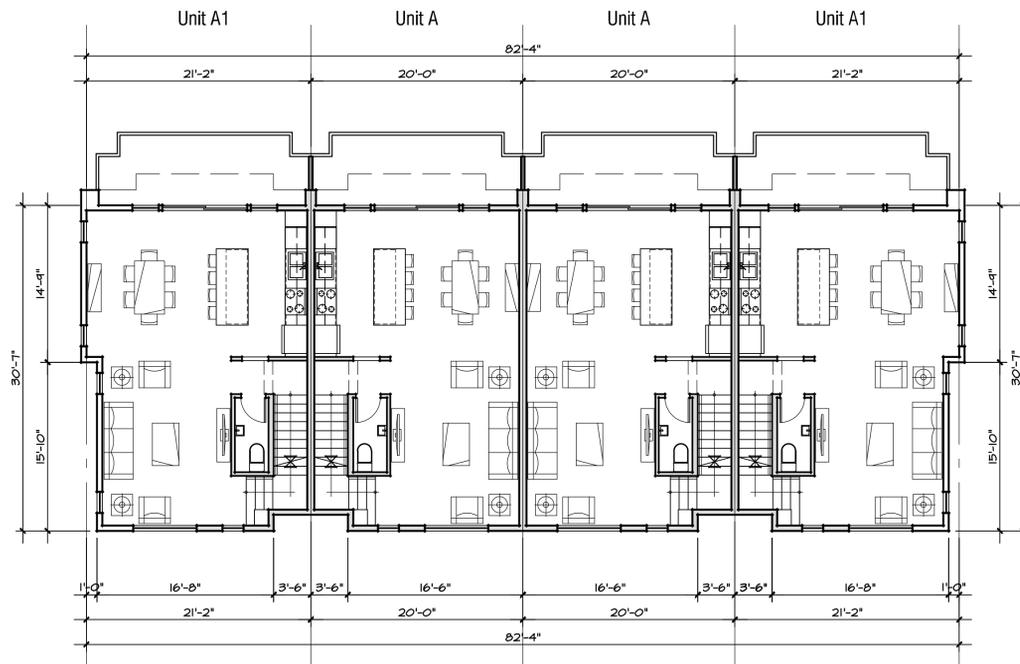
Project
Glenpark Townhouses
 276, 284, 292 Valley Road
 Kelowna, BC
 Lots 1-3, Section 33,
 Township 26, ODYD
 Plan 18062

Building 1 Plans
(7-plex)

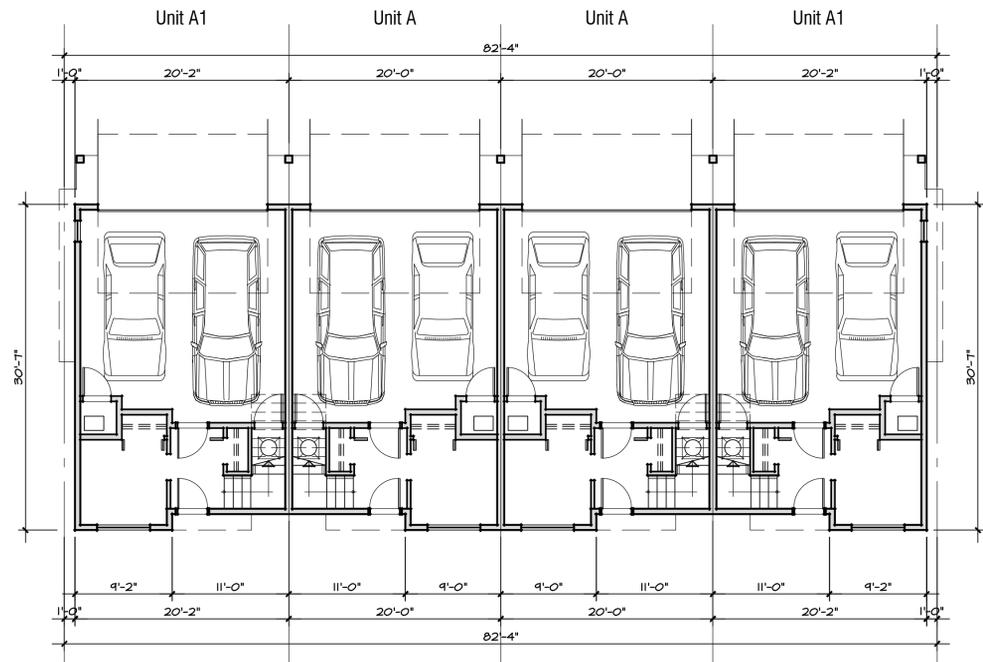
1/8" = 1'-0"
 November 1, 2017



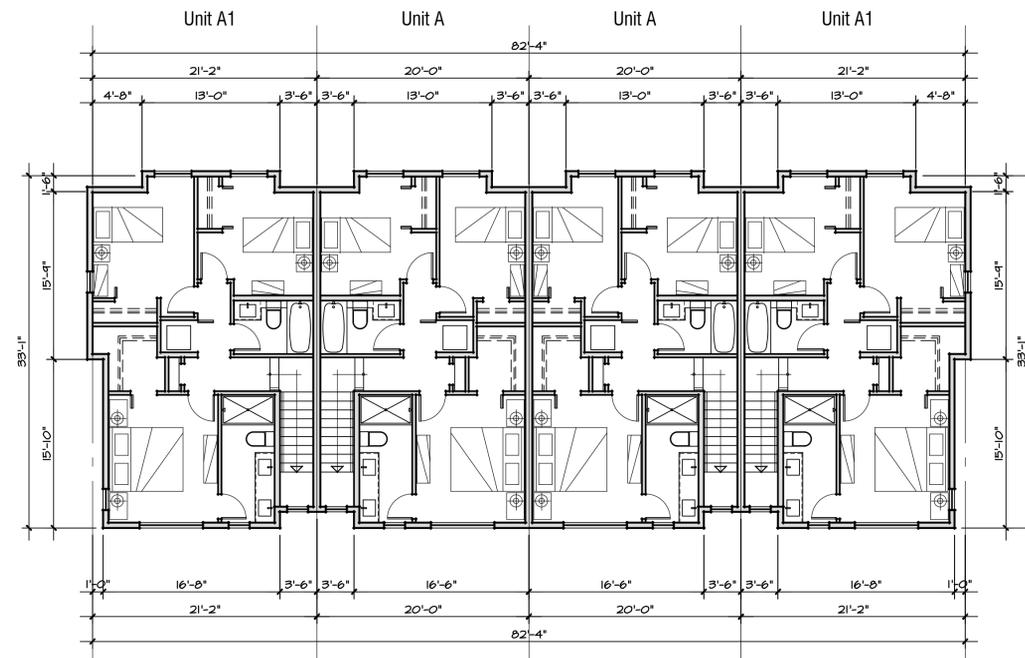
A-2.1



Main Floor Plan
 Building Area 2,466 sf



Ground Floor Plan
 Building Area 2,391 sf



Upper Floor Plan
 Building Area 2,627 sf

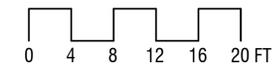
Client

Project

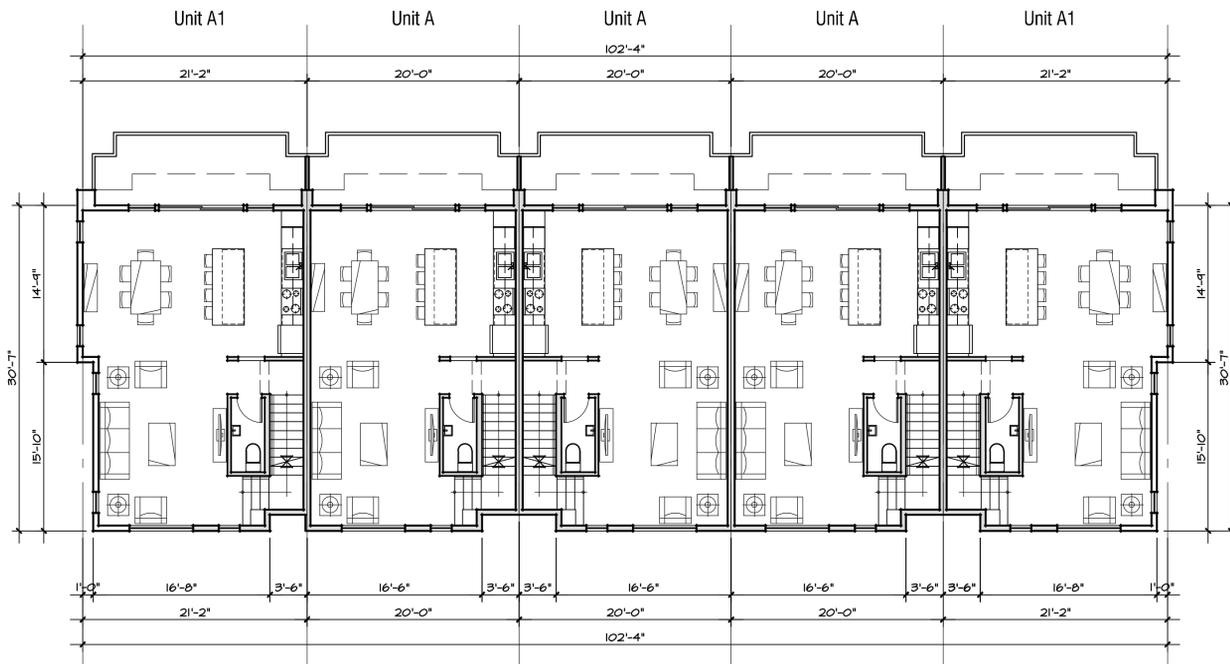
Glenpark Townhouses
 276, 284, 292 Valley Road
 Kelowna, BC
 Lots 1-3, Section 33,
 Township 26, ODYD
 Plan 18062

Building 2 Plans
 (4-plex)

1/8" = 1'-0"
 November 1, 2017



A-3.0



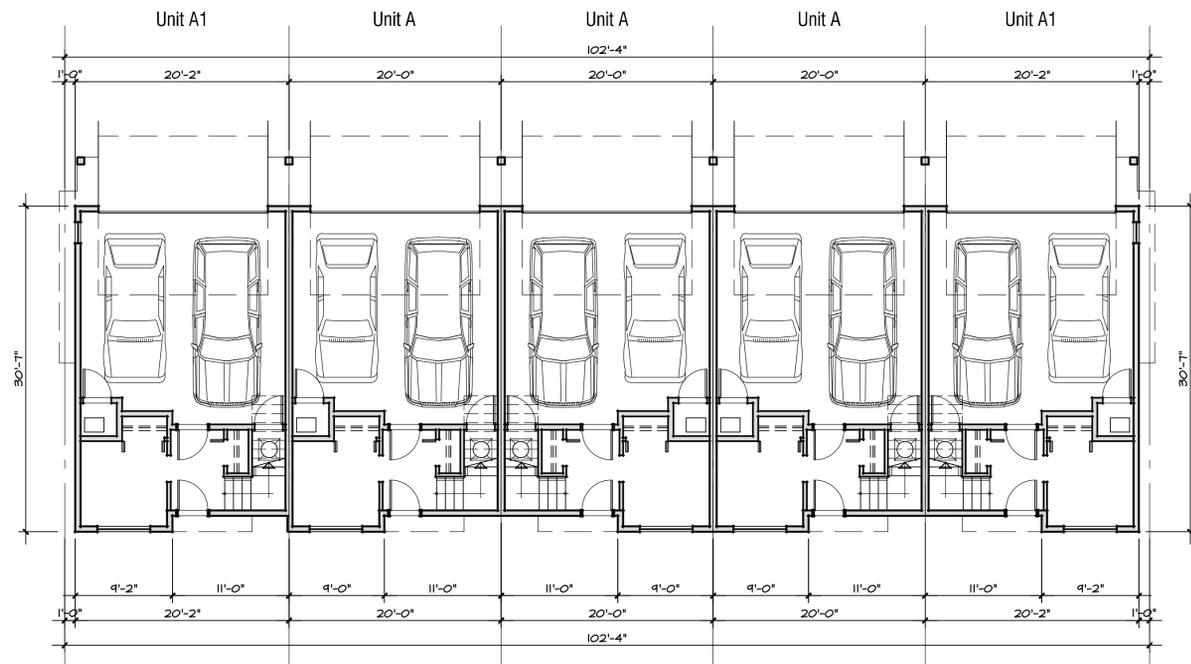
Main Floor Plan
Building Area 3,073 sf

SCHEDULE A
This forms part of application
OCP17-0024 & Z17-0089
City of Kelowna
Planner Initials LK

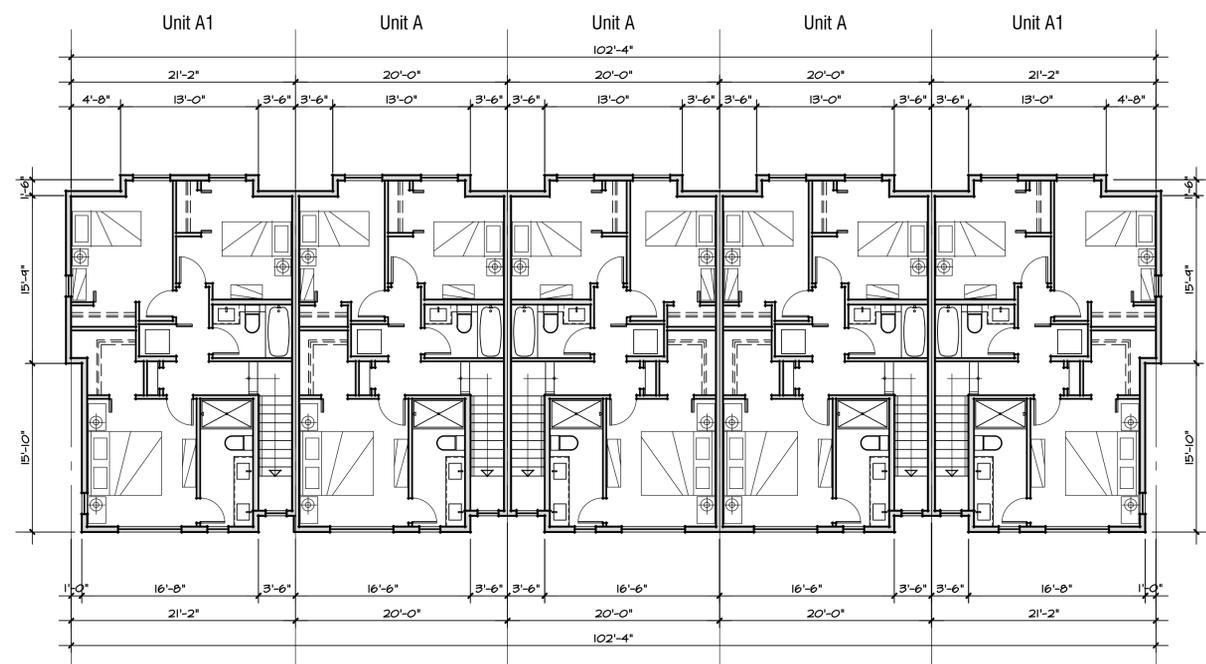
ARCHITECTS
incorporated
200-970 Homer St. Vancouver, B.C. V6B2W7
Tel. 604. 669. 3339 Fax. 604. 669. 6651

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Revisions
November 1, 2017
Issued For Development Permit, Rezoning and OCP Amendment



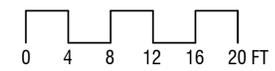
Ground Floor Plan
Building Area 2,986 sf



Upper Floor Plan
Building Area 3,273 sf

Client
Project
Glenpark Townhouses
276, 284, 292 Valley Road
Kelowna, BC
Lots 1-3, Section 33,
Township 26, ODYD
Plan 18062

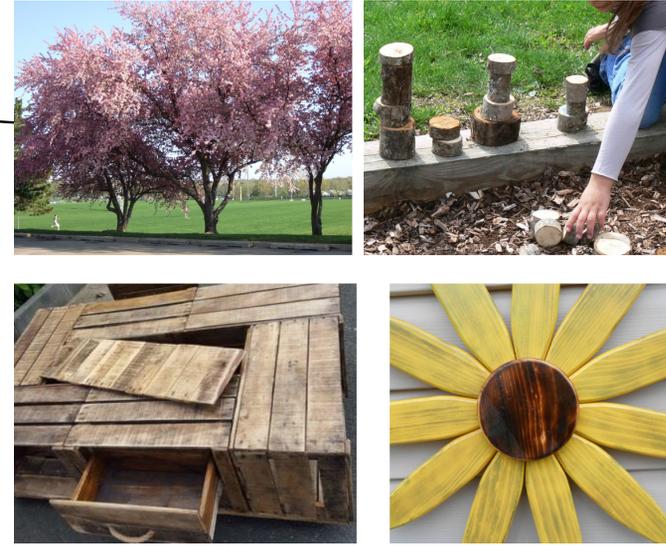
Building 5 Plans (5-plex)
1/8" = 1'-0"
November 1, 2017



A-4.0



SCHEDULE B
 This forms part of application
 # OCP17-0024 & Z17-0099
 City of Kelowna
 COMMUNITY PLANNING
 Planner initials LK



- NOTES**
1. PLANT MATERIAL AND CONSTRUCTION METHODS SHALL MEET OR EXCEED B.C.L.N.A. STANDARDS.
 2. ALL SOFT LANDSCAPE AREAS SHALL BE WATERED BY A FULLY AUTOMATIC TIMED UNDERGROUND IRRIGATION SYSTEM.
 3. TREE AND SHRUB BEDS TO BE DRESSED IN A MINIMUM 50mm WOOD MULCH. DO NOT PLACE WEED MAT UNDERNEATH TREE AND SHRUB BEDS.
 4. TREE AND SHRUB BEDS TO RECEIVE A MINIMUM 300mm DEPTH TOPSOIL PLACEMENT.
 5. TURF AREAS FROM SOD SHALL BE NO. 1 GRADE GROWN FROM CERTIFIED SEED OF IMPROVED CULTIVARS REGISTERED FOR SALE IN B.C. AND SHALL BE TOLERANT OF DROUGHT CONDITIONS. A MINIMUM OF 100mm DEPTH OF GROWING MEDIUM IS REQUIRED BENEATH TURF AREAS. TURF AREAS SHALL MEET EXISTING GRADES AND HARD SURFACES FLUSH.

PLANT LIST

BOTANICAL NAME	COMMON NAME	SIZE / SPACING & REMARKS
TREES		
FRAXINUS AMERICANA 'AUTUMN PURPLE'	PURPLE ASH	4cm CAL.
MALUS 'SPRING SNOW'	SPRING SNOW CRABAPPLE	6cm CAL.
PRUNUS EMARGINATA	STERILE CHERRY	6cm CAL.
SHRUBS		
BERBERIS THUNBERGII 'MONOMB'	CHERRY BOMB BARBERRY	#01 CONT. /1.2M O.C. SPACING
CORNUS STOLONIFERA 'FARROW'	ARCTIC FIRE DOGWOOD	#01 CONT. /1.2M O.C. SPACING
EUONYMUS ALATUS 'SELECT'	FIRE BALL BURNING BUSH	#01 CONT. /1.5M O.C. SPACING
JUNIPERUS CHINENSIS 'SPARTAN'	SPARTAN JUNIPER	#01 CONT. /1.5M O.C. SPACING
SYRINGA MEYERI 'PALBIN'	DWARF KOREAN LILAC	#01 CONT. /1.8M O.C. SPACING
VIBURNUM OPULUS 'COMPACTUM'	COMPACT EUROPEAN CRANBERRY	#01 CONT. /1.8M O.C. SPACING
PERENNIALS & GRASSES		
ACHILLEA FILIPENDULA 'CLOTH OF GOLD'	CLOTH OF GOLD YARROW	#01 CONT. /0.75M O.C. SPACING
DESCHAMPSIA CESPITOSA	TUFTED HAIR GRASS	#01 CONT. /0.9M O.C. SPACING
ECHINACEA 'MAGNUS SUPERIOR'	MAGNUS SUPERIOR CONEFLOWER	#01 CONT. /0.6M O.C. SPACING
ECHINOPS RITRO 'BLUE GLOW'	BLUE GLOW THISTLE	#01 CONT. /0.75M O.C. SPACING
EUPATORIUM DUBIUM 'LITTLE JOE'	LITTLE JOE DWARF JOE PYE	#01 CONT. /0.9M O.C. SPACING
HOSTA 'HALCYON'	HALCYON HOSTA	#01 CONT. /1.0M O.C. SPACING
HELICTRICHON SEMPERVIRENS	BLUE OAT GRASS	#01 CONT. /0.75M O.C. SPACING
MOLINIA ARUNDINACEA	TALL MOOR GRASS	#01 CONT. /1.2M O.C. SPACING
NEPETA X FAASSENII 'WALKERS LOW'	WALKER'S LOW CATMINT	#01 CONT. /0.75M O.C. SPACING
PANICUM VIRGATUM 'ROSTRALBUSCH'	RED SWITCH GRASS	#01 CONT. /1.0M O.C. SPACING
PERNISETUM ALOPECUROIDES	FOUNTAIN GRASS	#01 CONT. /1.2M O.C. SPACING
PEROVSKIA ATRIPLICIFOLIA	RUSSIAN SAGE	#01 CONT. /0.6M O.C. SPACING
RUDBECKIA FULGIDA 'GOLDSTURM'	GOLDSTURM CONEFLOWER	#01 CONT. /0.75M O.C. SPACING
SALVIA NEMOROSA 'MAY NIGHT'	MAY NIGHT SALVIA	#01 CONT. /0.75M O.C. SPACING

206 - 1889 Spall Road
 Kelowna, BC V1Y 4R2
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 www.outlanddesign.ca

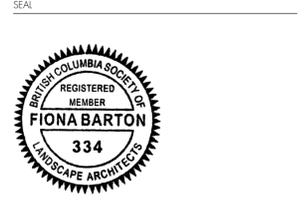
PROJECT TITLE
276 284 292 VALLEY ROAD

Kelowna, BC
 DRAWING TITLE
CONCEPTUAL LANDSCAPE PLAN

ISSUED FOR / REVISION

1	17.10.27	Review
2		
3		
4		
5		

PROJECT NO: 17-123
 DESIGN BY: FB
 DRAWN BY: NG
 CHECKED BY: FB
 DATE: OCT. 27, 2017
 SCALE: 1:300



DRAWING NUMBER
L1/2

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SCHEDULE B
 This forms part of application
 # OCP17-0024 & Z17-0099
 City of Kelowna
 COMMUNITY PLANNERS
 Planner Initials LK

WATER CONSERVATION CALCULATIONS

LANDSCAPE MAXIMUM WATER BUDGET (WB) = 2,613 cu.m. / year
 ESTIMATED LANDSCAPE WATER USE (WU) = 2,182 cu.m. / year
 WATER BALANCE = 431 cu.m. / year
 *REFER ATTACHED IRRIGATION APPLICATION FOR DETAILED CALCULATIONS

IRRIGATION NOTES

1. IRRIGATION PRODUCTS AND INSTALLATION METHODS SHALL MEET OR EXCEED THE REQUIREMENTS OF THE WATER USE REGULATION BYLAW NO. 10480 AND THE SUPPLEMENTARY SPECIFICATIONS IN THE CITY OF KELOWNA BYLAW 7900 (PART 6, SCHEDULE 5).
2. THE IRRIGATION SYSTEM SHALL MEET THE REQUIREMENTS, REGULATIONS, AND BYLAWS OF THE WATER PURVEYOR.
3. THE IRRIGATION SYSTEM SHALL BE EQUIPPED WITH AN APPROVED BACKFLOW PREVENTION DEVICE, WATER METER, AND SHUT OFF VALVE LOCATED OUTSIDE THE BUILDING ACCESSIBLE TO THE CITY.
4. AN APPROVED SMART CONTROLLER SHALL BE INSTALLED. THE IRRIGATION SCHEDULING TIMES SHALL UTILIZE A MAXIMUM ET VALUE OF 7" / MONTH (KELOWNA JULY ET), TAKING INTO CONSIDERATION SOIL TYPE, SLOPE, AND MICROCLIMATE.
5. DRIP LINE AND EMITTERS SHALL INCORPORATE TECHNOLOGY TO LIMIT ROOT INTRUSION.
6. IRRIGATION SLEEVES SHALL BE INSTALLED TO ROUTE IRRIGATION LINES UNDER HARD SURFACES AND FEATURES.
7. IRRIGATION PIPE SHALL BE SIZED TO ALLOW FOR A MAXIMUM FLOW OF 1.5m / SEC.
8. A FLOW SENSOR AND MASTER VALVE SHALL BE CONNECTED TO THE CONTROLLER AND PROGRAMMED TO STOP FLOW TO THE SYSTEM IN CASE OF AN IRRIGATION WATER LEAK.

IRRIGATION LEGEND

- ZONE #1:** LOW VOLUME POP-UP SPRAYHEADS FOR TURF AREAS
 TOTAL AREA: 95 sq.m.
 MICROCLIMATE: WEST EXPOSURE, PARTIALLY SHADED BY TREES
 ESTIMATED ANNUAL WATER USE: 136 cu.m.
- ZONE #2:** LOW VOLUME POP-UP SPRAYHEADS FOR TURF AREAS
 TOTAL AREA: 82 sq.m.
 MICROCLIMATE: WEST EXPOSURE, PARTIALLY SHADED BY TREES
 ESTIMATED ANNUAL WATER USE: 117 cu.m.
- ZONE #3:** LOW VOLUME POP-UP SPRAYHEADS FOR TURF AREAS
 TOTAL AREA: 128 sq.m.
 MICROCLIMATE: WEST EXPOSURE, PARTIALLY SHADED BY TREES
 ESTIMATED ANNUAL WATER USE: 183 cu.m.
- ZONE #4:** LOW VOLUME POP-UP SPRAYHEADS FOR TURF AREAS
 TOTAL AREA: 121 sq.m.
 MICROCLIMATE: EAST EXPOSURE, PARTIALLY SHADED BY TREES
 ESTIMATED ANNUAL WATER USE: 173 cu.m.
- ZONE #5:** LOW VOLUME POP-UP SPRAYHEADS FOR TURF AREAS
 TOTAL AREA: 97 sq.m.
 MICROCLIMATE: EAST EXPOSURE, PARTIALLY SHADED BY TREES
 ESTIMATED ANNUAL WATER USE: 139 cu.m.
- ZONE #6:** LOW VOLUME POP-UP SPRAYHEADS FOR TURF AREAS
 TOTAL AREA: 91 sq.m.
 MICROCLIMATE: SOUTH EXPOSURE, PARTIALLY SHADED BY TREES
 ESTIMATED ANNUAL WATER USE: 130 cu.m.
- ZONE #7:** LOW VOLUME POP-UP SPRAYHEADS FOR TURF AREAS
 TOTAL AREA: 91 sq.m.
 MICROCLIMATE: WEST EXPOSURE, PARTIALLY SHADED BY TREES
 ESTIMATED ANNUAL WATER USE: 130 cu.m.
- ZONE #8:** LOW VOLUME POP-UP SPRAYHEADS FOR TURF AREAS
 TOTAL AREA: 99 sq.m.
 MICROCLIMATE: WEST EXPOSURE, PARTIALLY SHADED BY TREES
 ESTIMATED ANNUAL WATER USE: 141 cu.m.
- ZONE #9:** LOW VOLUME POP-UP SPRAYHEADS FOR TURF AREAS
 TOTAL AREA: 95 sq.m.
 MICROCLIMATE: EAST EXPOSURE, PARTIALLY SHADED BY TREES
 ESTIMATED ANNUAL WATER USE: 136 cu.m.
- ZONE #10:** HIGH EFFICIENCY SUBSURFACE DRIP IRRIGATION FOR MODERATE WATER USE PLANTING AREAS
 TOTAL AREA: 300 sq.m.
 MICROCLIMATE: NORTH WEST EXPOSURE, PARTIALLY SHADED BY TREES
 ESTIMATED ANNUAL WATER USE: 167 cu.m.
- ZONE #11:** HIGH EFFICIENCY SUBSURFACE DRIP IRRIGATION FOR MODERATE WATER USE PLANTING AREAS
 TOTAL AREA: 207 sq.m.
 MICROCLIMATE: NORTH WEST EXPOSURE, PARTIALLY SHADED BY TREES
 ESTIMATED ANNUAL WATER USE: 115 cu.m.
- ZONE #12:** HIGH EFFICIENCY SUBSURFACE DRIP IRRIGATION FOR MODERATE WATER USE PLANTING AREAS
 TOTAL AREA: 271 sq.m.
 MICROCLIMATE: NORTH EXPOSURE, PARTIALLY SHADED BY TREES
 ESTIMATED ANNUAL WATER USE: 151 cu.m.
- ZONE #13:** HIGH EFFICIENCY SUBSURFACE DRIP IRRIGATION FOR MODERATE WATER USE PLANTING AREAS
 TOTAL AREA: 192 sq.m.
 MICROCLIMATE: EAST EXPOSURE, PARTIALLY SHADED BY TREES
 ESTIMATED ANNUAL WATER USE: 107 cu.m.
- ZONE #14:** HIGH EFFICIENCY SUBSURFACE DRIP IRRIGATION FOR MODERATE WATER USE PLANTING AREAS
 TOTAL AREA: 230 sq.m.
 MICROCLIMATE: WEST EXPOSURE, PARTIALLY SHADED BY TREES
 ESTIMATED ANNUAL WATER USE: 128 cu.m.
- ZONE #15:** HIGH EFFICIENCY SUBSURFACE DRIP IRRIGATION FOR MODERATE WATER USE PLANTING AREAS
 TOTAL AREA: 176 sq.m.
 MICROCLIMATE: EAST EXPOSURE, PARTIALLY SHADED BY TREES
 ESTIMATED ANNUAL WATER USE: 98 cu.m.
- ZONE #16:** HIGH EFFICIENCY SUBSURFACE DRIP IRRIGATION FOR MODERATE WATER USE PLANTING AREAS
 TOTAL AREA: 156 sq.m.
 MICROCLIMATE: EAST EXPOSURE, PARTIALLY SHADED BY TREES
 ESTIMATED ANNUAL WATER USE: 87 cu.m.

GLENPARK DRIVE

VALLEY ROAD

MARIGOLD ROAD



OUTLAND DESIGN
 LANDSCAPE ARCHITECTURE

206 - 1889 Spall Road
 Kelowna, BC V1Y 4R2
 T (250) 868-9270
 www.outlanddesign.co



PROJECT TITLE

276 284 292 VALLEY ROAD

Kelowna, BC

DRAWING TITLE

**WATER CONSERVATION
 AND IRRIGATION PLAN**

ISSUED FOR / REVISION

NO.	DATE	REVISION
1	17.10.27	Review
2		
3		
4		
5		

PROJECT NO	17-123
DESIGN BY	FB
DRAWN BY	NG
CHECKED BY	FB
DATE	OCT. 27, 2017
SCALE	1:300

SEAL

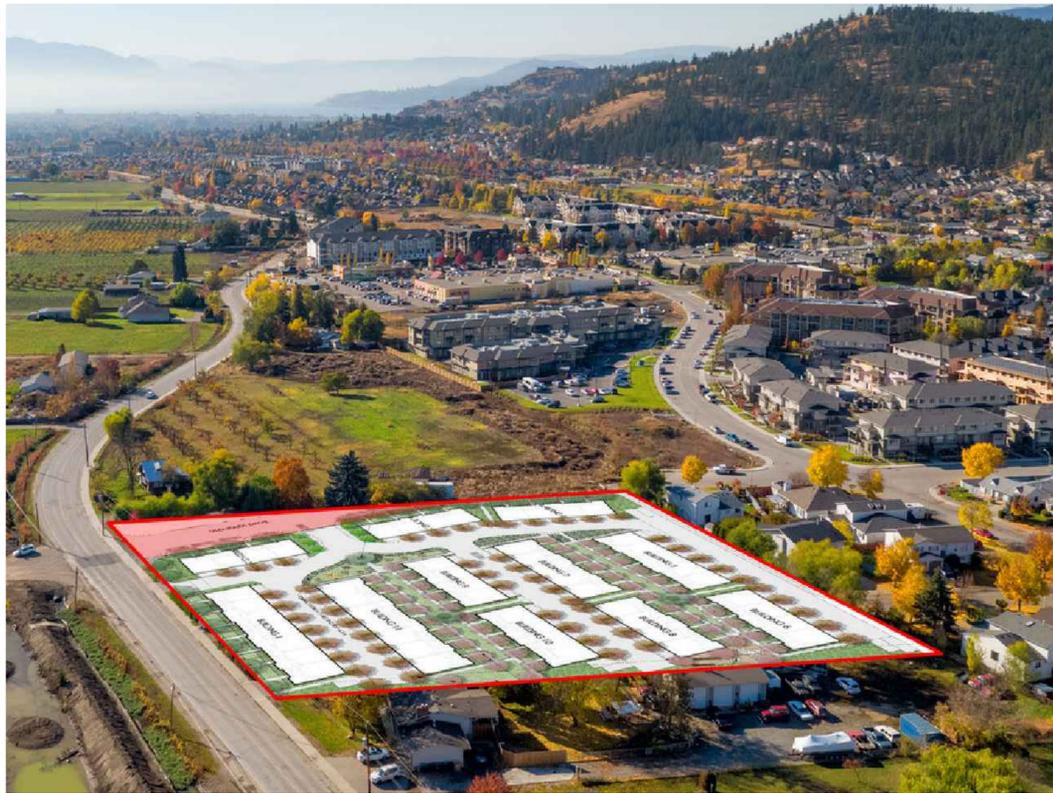


DRAWING NUMBER

L2/2

ISSUED FOR REVIEW ONLY

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Client

Project
**Glenpark
 Townhouses**
 276, 284, 292 Valley Road
 Kelowna, BC
 Lots 1-3, Section 33,
 Township 26, ODYD
 Plan 18062

Context Aerial Views
 With Landscape Overlay

November 1, 2017

CITY OF KELOWNA

BYLAW NO. 11523

Official Community Plan Amendment No. OCP17-0024 292, 284 & 276 Valley Road

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

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

1. THAT Map 4.1 - **GENERALIZED FUTURE LAND USE** of "*Kelowna 2030* – Official Community Plan Bylaw No. 10500" be amended by changing the Generalized Future Land Use designation of portions of Lots 1, 2 & 3 Section 33 Township 26 ODYD Plan 18062, located on Valley Road, Kelowna, BC from the S2RES – Single / Two Unit Residential designation to the MRL – Multiple Unit Residential (Low Density) designation.
2. This bylaw shall come into full force and effect and is binding on all persons as and from the date of adoption.

Read a first time by the Municipal Council this

Considered at a Public Hearing on the

Read a second and third time by the Municipal Council this

Adopted by the Municipal Council of the City of Kelowna this

Mayor

City Clerk

CITY OF KELOWNA

BYLAW NO. 11524

Z17-0099 – 292, 284 & 276 Valley 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 Lots 1,2 & 3, Section 33, Township 26, ODYD, Plan 18062 located on Valley Road, Kelowna, B.C., from the RR3 – Rural Residential zone to the RM3 – Low Density Multiple 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

Considered at a Public Hearing on the

Read a second and third time by the Municipal Council this

Adopted by the Municipal Council of the City of Kelowna this

Mayor

City Clerk

The applicant has confirmed that they have completed neighbourhood consultation in accordance with Council Policy No. 367.

4.0 Proposal

4.1 Project Description

The proposal is to rezone the subject property to facilitate a two lot subdivision at a later date. The conceptual subdivision plan indicates that a second lot can be created meeting all zoning and subdivision regulations. Staff will work with the applicant at the time of subdivision to ensure appropriate vehicle access to both lots off Mission Ridge Road is achieved as well as protection of the steep slope portions of the property.

Conceptual Subdivision Plan: 1172 Mission Ridge Road (to be applied for at a later date)



4.2 Site Context

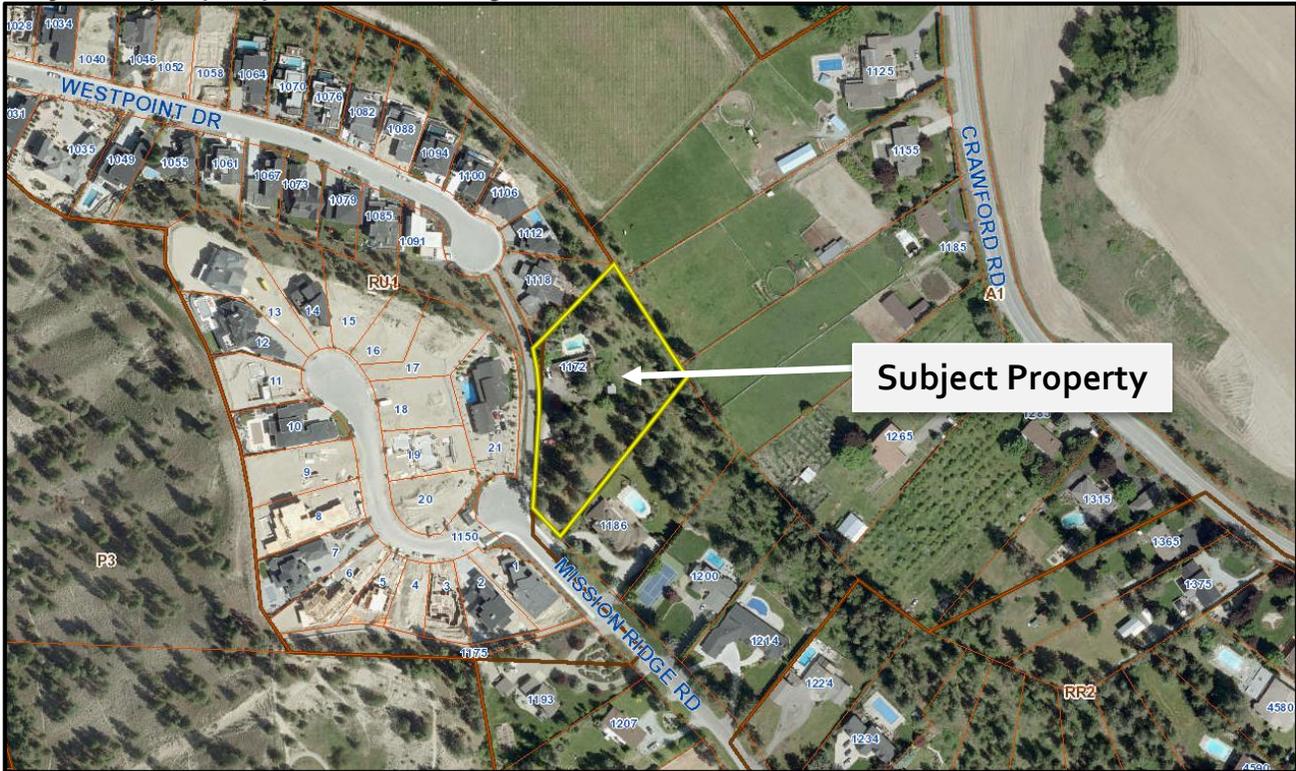
The subject property is located on Mission Ridge Road, in the City's North Mission – Crawford Sector. It is approximately 1.574 acres (6,370 m²) in area and currently has one single detached house. The surrounding area is characterized by single family dwellings and agriculture, though it is not directly adjacent to any land located in the Agricultural Land Reserve. It is located within the Permanent Growth Boundary.

Although the majority of the lot is currently zoned A₁, there are existing water and sewer services that are already in place.

Specifically, adjacent land uses are as follows:

Orientation	Zoning	Land Use
North	RU1 – Large Lot Residential A1 – Agriculture 1	Residential Agriculture
East	A1 – Agriculture 1	Residential Agriculture
South	RU1 – Large Lot Residential A1 – Agriculture 1	Residential
West	RU1 – Large Lot Residential	Residential

Subject Property Map: 1172 Mission Ridge Road



5.0 Current Development Policies

5.1 Kelowna Official Community Plan (OCP)

Chapter 1: Introduction	
Goal 2	Address Housing Needs of All Residents. Address housing needs of all residents by working towards an adequate supply of a variety of housing.
Chapter 5: Development Process	
Objective 5.3	Focus development to designated growth areas.
Policy 5.22.6	Sensitive Infill. 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.
Policy 5.22.7	Healthy Communities. Through current zoning regulations and development processes, foster healthy, inclusive communities and a diverse mix of housing forms, consistent with the appearance of the surrounding neighbourhood.

Technical Comments

5.2 Development Engineering Department

- All requirements will be addressed at time of subdivision. There are no requirements directly related to this rezoning.

6.0 Application Chronology

Date of Application Received: September 7, 2017
 Date Public Consultation Completed: October 30, 2017

Report prepared by: Kimberly Brunet, Planner

Reviewed by: Terry Barton, Urban Planning Manager

Approved for Inclusion: Ryan Smith, Community Planning Department Manager

Attachments:

Attachment "A" – Proposal for Rezoning

Proposal for Rezoning
1172 Mission Ridge Rd

ATTACHMENT A

This forms part of application # Z17-0086

Planner Initials **KB**

City of **Kelowna**
COMMUNITY PLANNING



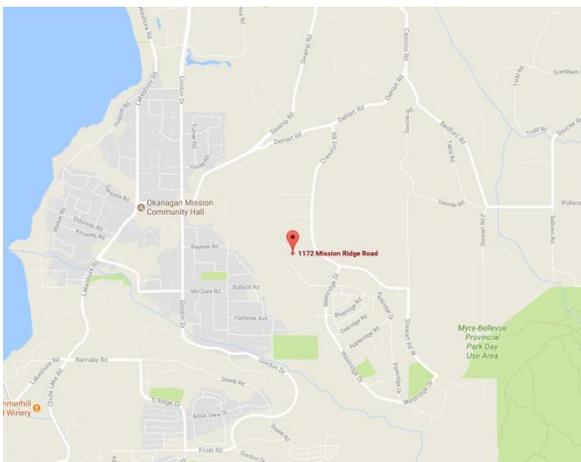
Introduction

This application is for the re-zoning of the property located at 1172 Mission Ridge Rd. This proposed rezoning to RR₃ is the first step towards an eventual 2 lot subdivision into separate rural parcels.

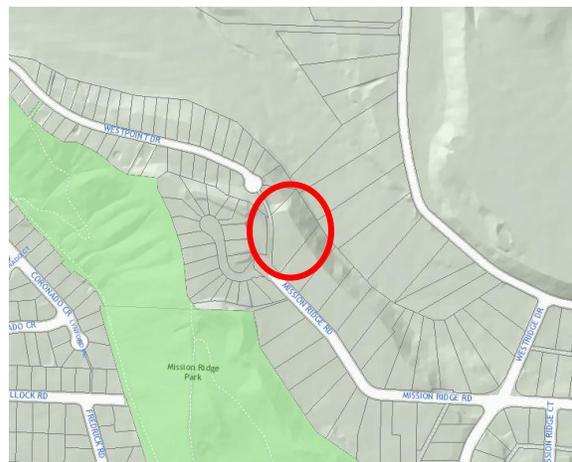


Site Context and Land Use

The subject site consists of a property 1.574 acres in size located at the end of Mission Ridge Rd. The property is currently zoned A1 - Agriculture (Non ALR), with a small sliver of RU₁ – Large Lot Housing. The Future Land Use Designation is Single and 2 Unit Residential, as prescribed by the City of Kelowna OCP. The site is bound by A1 zoning to the North and East, and RU₁ Zoning to the South and West.



Site Location
Source: Google Map



Site Context
Source: City of Kelowna

Proposal Overview

The owner is applying to rezone the property to RR₃ Rural Residential to facilitate the eventual subdivision of the lot into 2 parcels. The owner's goal is to sell off the smaller lot to fund the reconfiguration or reconstruction of the existing home so that they can continue living on the property in an age-in-place scenario. This goal is consistent with a key policy identified within the City of Kelowna OCP:

Objective 10.3, Policy 1 Housing Availability

"Support the provision of housing for all members of the community, including those in core housing need or requiring special needs housing (transitional, age in place, emergency or shelter)."

Approving this first step towards the creation of an age-in-place dwelling meets the above objective by making it clear that the City of Kelowna is committed to working with its aging citizens to develop effective solutions for housing.



Conceptual subdivision pattern (to be applied for at a later date).

The proposed zoning of RR₃ is consistent with the S₂RES Future Land Use Designation outlined in the City of Kelowna OCP. Rezoning to RR₃ will also eliminate the current split zoning of RU₁/A₁, which causes confusion with respect to zoning requirements. The existing lot is the largest property on the street by far, so splitting it into 2 lots will not have any adverse impacts to the character of the neighborhood.

It is expected that following the rezoning of this property, the owner will apply for subdivision and will also be required to undergo several Development Permits which may or may not include:

- Farm Protection Development Permit
- Hazardous Conditions Development Permit
- Natural Environment Development Permit
- Wildfire Hazard Development Permit

These Development Permits will involve more detailed information with respect to geotechnical conditions, fire mitigation strategies etc.

Conclusion

The rezoning of 1172 Mission Ridge Rd is fully consistent with the goals of the OCP and will have minimal impact on the existing neighborhood. The objective of creating an age in place dwelling for the current owners should be viewed as a net benefit to the overall community. Any technical concerns will be dealt with at the subdivision stage prior to development, so there is little risk associated with rezoning. The applicant kindly requests support from staff and council on this application.

CITY OF KELOWNA

BYLAW NO. 11525

Z17-0086 – 1172 Mission Ridge 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 2 Section 31 Township 29 ODYD Plan EPP50904 located on Mission Ridge Road, Kelowna, B.C., from the A1 – Agriculture 1 zone and RU1 – Large Lot Housing Zone to the RR3 – Rural Residential 3 zone.
2. This bylaw shall come into full force and effect and is binding on all persons as and from the date of adoption.

Read a first time by the Municipal Council this

Considered at a Public Hearing on the

Read a second and third time by the Municipal Council this

Adopted by the Municipal Council of the City of Kelowna this

Mayor

City Clerk

REPORT TO COUNCIL



Date: 12/11/2017
To: City Manager
From: Community Planning Department (AW)
Application: DP17-0255 **Owner:** 612333 BC Ltd.
Address: 1642 Commerce Avenue **Applicant:** Horizon North on behalf of BC Housing
Subject: Development Permit Application
Existing OCP Designation: Service Commercial
Existing Zone: C10 – Service Commercial

1.0 Recommendation

THAT Council authorizes the issuance of Development Permit No. DP17-0255 for Lot 5 District Lot 125 ODYD Plan KAP73825, located at 1642 Commerce Avenue, 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;

AND THAT the Development Permit be issued subsequent to the Development Engineering requirements as set out in Schedule "A" attached to the Report from the Community Planning Department dated December 11, 2017;

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.

2.0 Purpose

To consider the form and character of the proposed 55-unit supportive housing project with support services on the subject property.

3.0 Community Planning

Community Planning staff are supportive of the proposed 55-unit supportive housing project. The form and character of the temporary facility meets staff's basic expectations for a temporary project of this nature as described in the Official Community Plan (Chapter 14). The applicant's primary goal is to provide a temporary (4-7 years) and rapid form of housing that is currently in high demand. The applicant's intention is for this facility to operate for a few years while a permanent housing project is explored. The applicant has worked with staff to help screen and provide appropriate setbacks and space for the facility. The proposal meets all of the Zoning Bylaw Regulations for the C10 – Service Commercial Zone.

Staff believe that with the mix of adjacent light industrial and commercial uses the form of the proposed facility will be acceptable in this location on a temporary basis. Staff understand that the housing operator will aim to minimize any possible negative visual and operating impacts on neighbouring properties.

The subject property is accessible by transit and the operator will work with existing shelters and housing providers to utilize this service. This project will help existing providers that are currently experiencing significant overcrowding pressures and will also help ensure that members of the community are able to access safe and secure housing.

4.0 Proposal

4.1 Background

BC Housing has identified 1642 Commerce Avenue, a vacant 1-acre commercially zoned parcel, as a temporary housing site for vulnerable residents of the community. They have worked with the owners to secure a lease to operate the proposed facility for the next 4 years with an option to extend for a further 3 years. The housing units would be operational by late January or early February (2018) and would be managed 24/7 by the John Howard Society, an experienced local supportive housing operator. The project will provide rapid, safe and affordable housing, together with the necessary support services, to individuals who are experiencing homelessness or are at risk of homelessness and will be funded by BC Housing's Rapid Response to Homelessness (RRH) Program.

4.2 Project Description

The proposed 1,117m² project will consist of a 55-bed supportive housing facility complete with dining area and support services. As a temporary and short-term facility the building is comprised of modular building units on a temporary wood frame foundation and can easily be relocated to another site or community once the lease has expired. The dorm-style rooms are located in the two storey portion of the building and are complete with private bathrooms. Onsite support services are located in the single storey portion of the building fronting Commerce Avenue and include a 38 seat dining facility, commercial kitchen, lounge, washrooms, laundry and offices. This space will act as reception hall, provide support services and a gathering space for residents.

Outside of the amenity building a gathering area provides outdoor amenity space for occupants of the facility. A secure storage area will be included for personal possessions and bicycles. The property will be surrounded by a fence to control the grounds. Parking is provided for staff as well as for people staying at the facility along with ample bicycle parking.

To enhance safety at the facility a CCTV system, staged fencing, controlled access, and continuous monitoring are all part of the proposed facility. It will be continuously staffed and a medical services room is also being provided onsite.

4.3 Site Context

Adjacent land uses are as follows:

Orientation	Zoning	Land Use
North	C10 – Service Commercial	Commercial
East	I1 – Business Industrial	Commercial / Industrial
South	C10 – Service Commercial	Commercial
West	C10 – Service Commercial	Commercial

Context Map:



Zoning Map:



Subject Property Map:



4.4 Zoning Analysis Table

Zoning Analysis Table		
CRITERIA	C10 ZONE REQUIREMENTS	PROPOSAL
Development Regulations		
Floor Area Ratio	0.65	0.3
Height	12.0m / 3 storeys	7m / 2 storeys
Front Yard	2.0m	12m
Side Yard (west)	0.0m	5m
Side Yard (east)	0.0m	5m
Rear Yard	0.0m	5m
Other Regulations		
Minimum Parking Requirements	19	19 stalls
Bicycle Parking	5	10
Private Open Space	N/A	provided

5.0 **Current Development Policies**

5.1 Kelowna Official Community Plan (OCP)

Development Process

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

Social Sustainability

Housing Availability.² Support the provision of housing for all members of the community, including those in core housing need or requiring special needs housing (transitional, age in place, emergency or shelter).

Development Permit Guidelines.³ Attached as Schedule "C".

6.0 **Technical Comments**

6.1 Building & Permitting

No Comment.

6.2 Development Engineering

See Attachment 'A'.

6.3 Fire Department

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

² City of Kelowna Official Community Plan, Policy 10.3.1 (Social Sustainability Chapter).

³ City of Kelowna Official Community Plan, Chapter 14.

- Construction fire safety plan is required to be submitted and reviewed prior to construction and updated as required.
 - Fire Department access is to be met as per BCBC 3.2.5. and accommodate the largest apparatus;
 - a fire alarm meeting the requirements of CAN/ULC S-524 shall be installed;
 - If a sprinkler system is installed it is to be monitored by an agency meeting the CAN/ULC S561 Standard.
 - Fire department connection is to be within 45M of a fire hydrant - unobstructed and ensure FD connection is clearly marked and visible from the street. Upon completion an owners certificate and copy of NFPA 25 shall be provided for the sprinkler system.
- A fire safety plan as per section 2.8 BCFC is required at occupancy. The fire safety plan and floor plans are to be submitted for approval in AutoCAD Drawing format on a CD as well as a fire pre-plan as per bylaw 10760
- Approved Fire Department steel lock box acceptable to the fire dept. is required by the fire dept. entrance and shall be flush mounted
 - dumpster/refuse container must be 3 meters from structures or overhangs or in a rated room in parkade

7.0 Application Chronology

Date of Application Received: November 27, 2017

Report prepared by: Alec Warrender, Property Officer Specialist
Reviewed by: Ryan Smith, Community Planning Department Manager
Approved for Inclusion: Doug Gilchrist, Divisional Director, Community Planning & Strategic Initiatives

Attachments:

Attachment A: Development Engineering Memorandum
Attachment B: Draft Development Permit DP17-0255
Attachment C: Development Permit Guidelines Checklist
Schedule A: Site Plan
Schedule B: Conceptual Elevations
Schedule C: Landscape Plan

CITY OF KELOWNA
MEMORANDUM

Date: November 28, 2017
File No.: DP17-0255
To: RESB (AW)
From: Development Engineering Manager (JK)
Subject: 1642 Commerce Avenue

ATTACHMENT A

This forms part of application
DP17-0255

Planner Initials AW


City of Kelowna
COMMUNITY PLANNING

ZONE: C10

Development Engineering Department have the following comments and requirements associated with this 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 Ryan O’Sullivan

1. Domestic Water and Fire Protection

- a) The property is located within the Rutland Waterworks District (RWD)
- b) Provide an adequately sized domestic water and fire protection system complete with individual lot connections. The water system must be capable of supplying domestic and fire flow demands of the project in accordance with the Subdivision, Development & Servicing Bylaw. Provide water calculations for this subdivision to confirm this. Ensure every building site is located at an elevation that ensures water pressure is within the bylaw pressure limits.
- a) The developer is required to make satisfactory arrangements with the RWD for these items. All charges for service connection and upgrading costs, as well as any costs to decommission existing services are to be paid directly to RWD.
- c) Design drawings must be reviewed by the Rutland Waterworks District prior to the City issuing the drawings for construction. Confirmation of their review must be provided to the City.

2. Sanitary Sewer

- (a) Our records indicate that this proposed development site is connected with a 150mm diameter sewer service. The developer’s consulting mechanical engineer will determine the development requirements of this proposed development and establish the service needs. Only one service will be permitted for this development. The applicant, at his cost, will arrange for the removal and disconnection of the existing service and the installation of one new larger service if necessary.

3. Storm Drainage

- (a) The developer must engage a consulting civil engineer to provide a storm water management plan for these sites which meets the requirements of the City Subdivision, Development and Servicing Bylaw 7900. The storm water management plan must also include provision of lot grading plans, minimum basement elevations (MBE), if

applicable, and provision of a storm drainage service and recommendations for onsite drainage containment and disposal systems.

- (b) Only one service will be permitted for this development. The applicant, at his cost, will arrange for the installation of one new overflow service if required.

4. Road Improvements

- (a) Existing driveway let down is on the north,west corner of lot is to be moved to north,east corner of lot. Existing letdown is to be removed and replaced with barrier curb and gutter and 1.5m sidewalk.
- (b) Frontage on Commerce is at a urban standered with exception of landscaping. Landscaped fronting this development will be included in the onsite landscape plans. Irragation will be tied into 1642 Commerce Avenue water service.

5. Transportation

- a) These Development Engineering comments/requirements are subject to the review and requirements from the Ministry of Transportation (MOT) Infrastructure Branch.

6. Subdivision

- (a) Grant Statutory Rights of Way if required for utility services.
- (b) Dedication for the Harvey Ave right turn lane may be required. Confirmation by design drawing is necessary.
- (c) If any road dedication or closure affects lands encumbered by a Utility right-of-way (such as Hydro, Telus, Gas, etc.) please obtain the approval of the utility. Any works required by the utility as a consequence of the road dedication or closure must be incorporated in the construction drawings submitted to the City's Development Manager.

7. Electric Power and Telecommunication Services

- a) All proposed distribution and service connections are to be installed underground.
- b) Make servicing applications to the respective Power and Telecommunication utility companies. The utility companies are required to obtain the City's approval before commencing construction.

8. Engineering

Road and utility construction design, construction supervision, and quality control supervision of all off-site and site services including on-site ground recharge drainage collection and disposal systems, must be performed by an approved consulting civil engineer. Designs must be submitted to the city engineering department for review and marked "issued for construction" by the city engineer before construction may begin.

9. Design and Construction

- (a) Design, construction supervision and inspection of all off-site civil works and site servicing must be performed by a Consulting Civil Engineer and all such work is subject to the approval of the City Engineer. Drawings must conform to City standards and requirements.

- (b) Engineering drawing submissions are to be in accordance with the City's "Engineering Drawing Submission Requirements" Policy. Please note the number of sets and drawings required for submissions.
- (c) Quality Control and Assurance Plans must be provided in accordance with the Subdivision, Development & Servicing Bylaw No. 7900 (refer to Part 5 and Schedule 3).
- (d) A "Consulting Engineering Confirmation Letter" (City document 'C') must be completed prior to submission of any designs.
- (e) Before any construction related to the requirements of this subdivision application commences, design drawings prepared by a professional engineer must be submitted to the City's Works & Utilities Department. The design drawings must first be "Issued for Construction" by the City Engineer. On examination of design drawings, it may be determined that rights-of-way are required for current or future needs.

10. Servicing Agreements for Works and Services

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

11. Geotechnical Report

As a requirement of this application the owner must provide a geotechnical report prepared by a Professional Engineer qualified in the field of hydro-geotechnical survey to address the following:

- (a) Area ground water characteristics.
- (b) Site suitability for development, unstable soils, etc.
- (c) Drill and / or excavate test holes on the site and install pisometers if necessary. Log test hole data to identify soil characteristics, identify areas of fill if any. Identify unacceptable fill material, analyse soil sulphate content, identify unsuitable underlying soils such as peat, etc. and make recommendations for remediation if necessary.
- (d) List extraordinary requirements that may be required to accommodate construction of roads and underground utilities as well as building foundation designs.
- (e) Additional geotechnical survey may be necessary for building foundations, etc.

12. Development Permit and Site Related Issues

Access and Manoeuvrability

- (i) An MSU size vehicle must be able to manoeuvre onto and off the site without requiring a reverse movement onto public roadways.



- (ii) Indicate on the site, the locations of loading bays as well as the garbage and recycle bins.

James Kay, P. Eng.
Development Engineering Manager

RO

ATTACHMENT		A
This forms part of application		
# DP17-0255		
Planner Initials	AW	 City of Kelowna COMMUNITY PLANNING

Development Permit DP17-0255



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

1642 Commerce Avenue

and legally known as

Lot 5 District Lot 125 ODYD Plan KAP73825

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

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

Date of Decision: December 11th, 2017

Decision By: CITY COUNCIL

Issued Date: Tbd

Development Permit Area: Comprehensive Development Permit Area

File Manager: Alec Warrender



This permit will not be valid if development has not commenced by December 11, 2019.

Existing Zone: C10 – Service Commercial

Future Land Use Designation: Service Commercial

This is NOT a Building Permit.

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

NOTICE

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

Owner's Agent: Horizon North on behalf of BC Housing

Address: 540 Athabasca Street

City: Kamloops, BC

Phone: 250-371-1300

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

Date

1. SCOPE OF APPROVAL

This Development Permit applies to and only to those lands within the Municipality as described above, and any and all buildings, structures and other development thereon.

This Development Permit is issued subject to compliance with all of the Bylaws of the Municipality applicable thereto, except as specifically varied or supplemented by this permit, noted in the Terms and Conditions below.

The issuance of a permit limits the permit holder to be in strict compliance with regulations of the Zoning Bylaw and all other Bylaws unless specific variances have been authorized by the Development Permit. No implied variances from bylaw provisions shall be

granted by virtue of drawing notations that are inconsistent with bylaw provisions and that may not have been identified as required Variances by the applicant or Municipal staff.

2. CONDITIONS OF APPROVAL

- a) The dimensions and siting of the building to be constructed on the land be in accordance with Schedule "A";
- b) The exterior design and finish of the building to be constructed on the land be in accordance with Schedule "B";
- c) Landscaping to be provided on the land be in accordance with Schedule "C"; and
- d) 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.

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

3. PERFORMANCE SECURITY

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

- a) A Certified Cheque in the amount of tbd.

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

4. Indemnification

Upon commencement of the works authorized by this Permit the Developer covenants and agrees to save harmless and effectually indemnify the Municipality against:

- a) All actions and proceedings, costs, damages, expenses, claims, and demands whatsoever and by whomsoever brought, by reason of the Municipality said Permit.

All costs, expenses, claims that may be incurred by the Municipality where the construction, engineering or other types of works as called for by the Permit results in damages to any property owned in whole or in part by the Municipality or which the Municipality by duty or custom is obliged, directly or indirectly in any way or to any degree, to construct, repair, or maintain.

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



DEVELOPMENT PERMIT GUIDELINES

Comprehensive Development Permit Area

Consideration has been given to the following guidelines as identified in Section 14.A. of the City of Kelowna Official Community Plan relating to Comprehensive Development Permit Areas:

COMPREHENSIVE DEVELOPMENT PERMIT AREA	YES	NO	N/A
Authenticity and Regional Expression			
Do landscaping and building form convey a character that is distinct to Kelowna and the Central Okanagan?		X	
Are materials in keeping with the character of the region?		X	
Are colours used common in the region's natural landscape?		X	
Does the design provide for a transition between the indoors and outdoors?	X		
Context			
Does the proposal maintain the established or envisioned architectural character of the neighbourhood?		X	
Are architectural elements aligned from one building to the next?		X	
Is the design unique without visually dominating neighbouring buildings?		X	
Relationship to the Street			
Do buildings create the desired streetscape rhythm?		X	
Are parkade entrances located at grade?			X
For buildings with multiple street frontages, is equal emphasis given to each frontage?			X
Massing and Height			
Does the design mitigate the actual and perceived mass of buildings?		X	
Does the height consider shading and view impacts for neighbouring properties and transition to less intensive areas?	X		
Human Scale			
Are architectural elements scaled for pedestrians?	X		
Are façades articulated with indentations and projections?		X	
Are building facades designed with a balance of vertical and horizontal proportions?		X	
Are horizontal glazed areas divided into vertically proportioned windows separated by mullions or building structures?		X	
Does the design incorporate roof overhangs and the use of awnings, louvers, canopies and other window screening techniques?		X	
Is the visual impact of enclosed elevator shafts reduced through architectural treatments?			X

COMPREHENSIVE DEVELOPMENT PERMIT AREA	YES	NO	N/A
Exterior Elevations and Materials			
Are buildings finished with materials that are natural, local, durable and appropriate to the character of the development?		X	
Are entrances visually prominent, accessible and recognizable?	X		
Are higher quality materials continued around building corners or edges that are visible to the public?		X	
Are a variety of materials used to create contrast, enhance the pedestrian environment and reduce the apparent mass of a building?		X	
Are elements other than colour used as the dominant feature of a building?		X	
Public and Private Open Space			
Does public open space promote interaction and movement through the site?	X		
Are public and private open spaces oriented to take advantage of and protect from the elements?	X		
Is there an appropriate transition between public and private open spaces?	X		
Are amenities such as benches, garbage receptacles, bicycle stands and community notice boards included on site?	X		
Site Access			
Is the safe and convenient movement of pedestrians prioritized?	X		
Are alternative and active modes of transportation supported through the site design?	X		
Are identifiable and well-lit pathways provided to front entrances?	X		
Do paved surfaces provide visual interest?		X	
Is parking located behind or inside buildings, or below grade?	X		
Are large expanses of parking separated by landscaping or buildings?			X
Are vehicle and service accesses from lower order roads or lanes?	X		
Do vehicle and service accesses have minimal impact on the streetscape and public views?	X		
Is visible and secure bicycle parking provided in new parking structures and parking lots?	X		
Environmental Design and Green Building			
Does the proposal consider solar gain and exposure?		X	
Are green walls or shade trees incorporated in the design?		X	
Does the site layout minimize stormwater runoff?	X		
Are sustainable construction methods and materials used in the project?	X		

COMPREHENSIVE DEVELOPMENT PERMIT AREA	YES	NO	N/A
Are green building strategies incorporated into the design?	X		
Decks, Balconies, Rooftops and Common Outdoor Amenity Space			
Are decks, balconies or common outdoor amenity spaces provided?	X		
Does hard and soft landscaping enhance the usability of decks, balconies and outdoor amenity spaces?	X		
Are large flat expanses of roof enhanced with texture, colour or landscaping where they are visible from above or adjacent properties?		X	
Amenities, Ancillary Services and Utilities			
Are loading, garage, storage, utility and other ancillary services located away from public view?		X	
Are vents, mechanical rooms / equipment and elevator penthouses integrated with the roof or screened with finishes compatible with the building's design?			X
Landscape Development and Irrigation Water Conservation			
Does landscaping:	-	-	-
<ul style="list-style-type: none"> Compliment and soften the building's architectural features and mitigate undesirable elements? 		X	
<ul style="list-style-type: none"> Maintain the dominant pattern of landscaping along the street and surrounding properties? 		X	
<ul style="list-style-type: none"> Enhance the pedestrian environment and the sense of personal safety? 	X		
<ul style="list-style-type: none"> Screen parking areas, mechanical functions, and garbage and recycling areas? 	X		
<ul style="list-style-type: none"> Respect required sightlines from roadways and enhance public views? 	X		
<ul style="list-style-type: none"> Retain existing healthy mature trees and vegetation? 			X
<ul style="list-style-type: none"> Use native plants that are drought tolerant? 	X		
<ul style="list-style-type: none"> Define distinct private outdoor space for all ground-level dwellings? 		X	
Do parking lots have one shade tree per four parking stalls?		X	
Crime prevention			
Are CPTED practices as related to landscaping, siting, form and exterior design included in the design?	X		
Are building materials vandalism resistant?	X		
Universal Accessible Design			
Is access for persons with disabilities integrated into the overall site plan and clearly visible from the principal entrance?	X		
Are the site layout, services and amenities easy to understand and navigate?	X		
Lakeside Development			

COMPREHENSIVE DEVELOPMENT PERMIT AREA	YES	NO	N/A
Are lakeside open spaces provided or enhanced?			X
Are lake views protected?			X
Does lakeside development act as a transition between the lake and inland development?			X
Signs			
Do signs contribute to the overall quality and character of the development?			X
Is signage design consistent with the appearance and scale of the building?			X
Are signs located and scaled to be easily read by pedestrians?			X
For culturally significant buildings, is the signage inspired by historical influences?			X
Lighting			
Does lighting enhance public safety?	X		
Is "light trespass" onto adjacent residential areas minimized?	X		
Does lighting consider the effect on the façade, neighbouring buildings and open spaces?	X		
Is suitably scaled pedestrian lighting provided?	X		



SCHEDULE A

This forms part of application
DP17-0255

Planner Initials **AW**



City of
Kelowna
COMMUNITY PLANNING

SUPPORTIVE HOUSING

1642 COMMERCE AVE

2017.11.21

File: 21 Nov 2017 - 12:46pm Drawing name: C:\Users\mdele\Documents\212017\1642\1642\1642.dwg User: mdele

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No.	Y	M	D	REVISION	BY	CHKD
1.		17	11	Issued For DP Submission	DE	CZ



PROJ # :	P24147
TN # :	TN#
SCALE :	AS INDICATED
DRAWN BY :	DE
CHECKED :	CZ

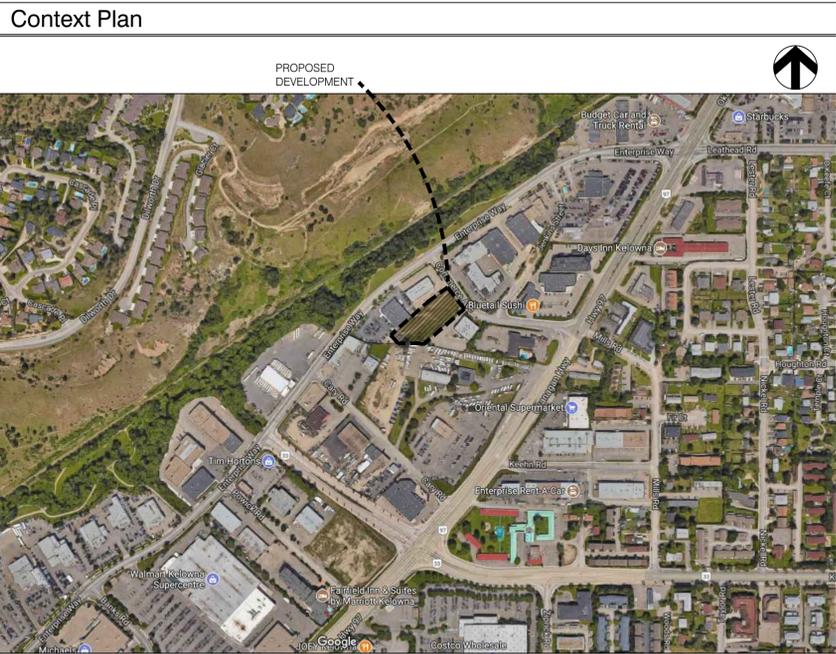
BC HOUSING
HOUSING WITH SUPPORT
KELOWNA, BC
COVER SHEET

DWG No.:
DP0.0

Drawing List
DP 0.0 COVER PAGE
DP 0.1 PROJECT STATISTICS
DP 1.0 SITE PLAN / SITE DETAILS
DP 2.0 AMENITY BUILDING - MAIN FLOOR PLAN
DP 2.1 DORM BUILDING - FLOOR PLANS
DP 4.0 AMENITY BUILDING - ELEVATIONS
DP 4.1 DORM BUILDING - ELEVATIONS

Subdivision Regulations
MINIMUM LOT WIDTH: 30.0m
PROVIDED LOT WIDTH: +/-51.7m AT CENTER OF SITE
MINIMUM LOT DEPTH: 30.0m
PROVIDED LOT DEPTH: +/-125.0m AT CENTER OF SITE
MINIMUM LOT AREA: 1,000m ²
PROVIDED LOT AREA: 5,924.9m ²

Dwelling Unit Count
MAIN FLOOR 28 Studio Units
SECOND FLOOR 28 Studio Units
TOTAL: 56 Studio Units



Municipal Address
1642 COMMERCE AVE KELOWNA, BC

Floor Area Ratio/ Site Coverage
MAXIMUM PERMITTED F.A.R. 0.65
PROPOSED F.A.R. 0.30
MAXIMUM SITE COVERAGE 60%
PROPOSED SITE COVERAGE 18.6%

Area Summary	
GROSS FLOOR AREA	
LEVEL	AREA
AMENITY BUILDING	407.1m ²
LINK	33.2m ²
DORM FIRST FLOOR	676.7m ²
DORM SECOND FLOOR	676.7m ²
TOTAL GROSS FLOOR AREA	1,793.7m ²

Legal Address
KID: 605371 PLAN: 73825 LOT: 5 BLOCK:

Motor Vehicle Parking Requirement
REQUIRED: Supportive Housing: 1 stall per 3 dwelling units: 56 units / 3 : 18.6
Provided Parking: 19 Stalls

Site Summary
PARCEL AREA: 5,924.9m ² 0.58 ha 1.46 acres

Building Height
MAXIMUM BUILDING HEIGHT Is the lesser of 12.0m or 3 Storeys
PROPOSED BUILDING HEIGHT 7m 2 Storeys

Loading Requirements
REQUIRED: Commercial Uses: 1 per 1,900m ² GFA
Provided: 1 Stall

By-Law Zoning
COMMERCIAL ZONE - C10

By-Law Setback Summary
MINIMUM SETBACK AREAS FRONT YARD: 2.0m
SIDE YARD: 0m 2.0m when abutting or flanking a street 4.5m when adjacent to a residential, agricultural, or industrial zone
REAR YARD: 0m
NOTE: side yards do not abut or flank a street adjacent properties are as follows: industrial to east commercial to south commercial to west

Proposed Development
PERMITTED USES: (kk) supportive housing
PROVIDED USE: supportive housing

SCHEDULE A

This forms part of application
DP17-0255

Planner Initials **AW**



1 Property Overall
DP0.1



2 Frontage Looking South
DP0.1



3 Property Line on Left Side of Site
DP0.1



4 Property Line on Right Side of Site
DP0.1



5 Rear Lot Looking North
DP0.1



6 Rear Lot Looking South
DP0.1

File: 23 Nov 2017 - 12:45pm Drawing Issues: C:\Users\mshah\OneDrive\Documents\2017\DP0.1\DP0.1.dwg, 08/04/2017, 12:45pm, DP0.1.dwg

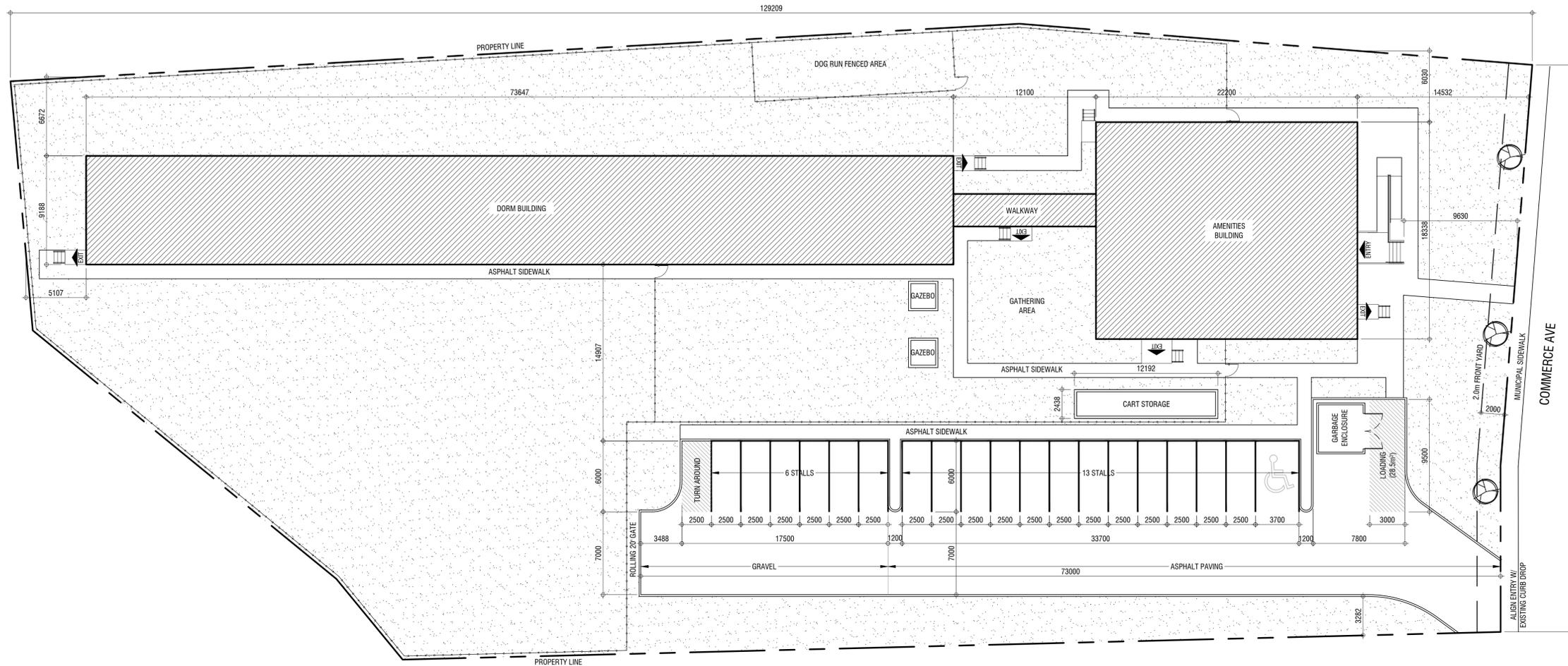
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1. 17/11/23 Issued For DP Submission
No. Y M D REVISION BY CHKD



PROJ # : P24147
TN # : TN#
SCALE : AS INDICATED
DRAWN BY : DE
CHECKED : CZ

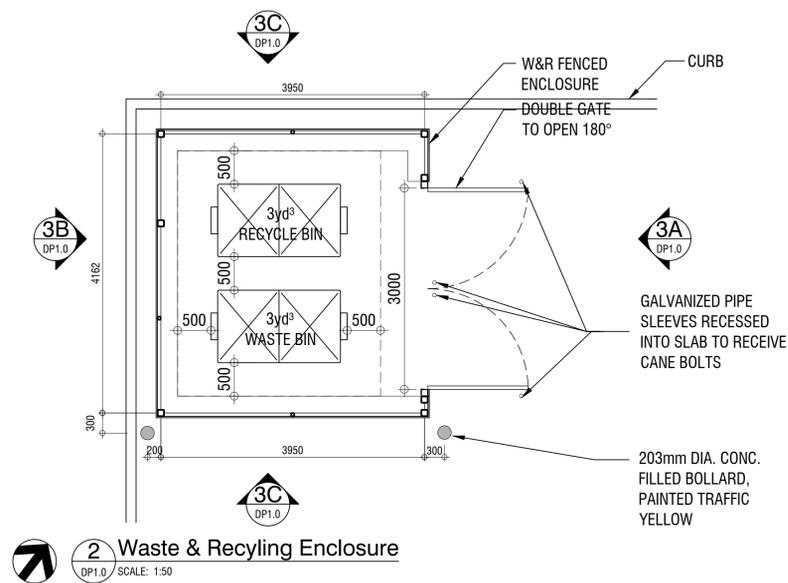
BC HOUSING
HOUSING WITH SUPPORT
KELOWNA, BC
PROJECT STATISTICS

DWC No.:
DP0.1

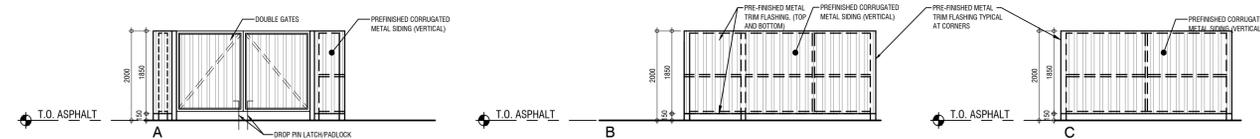


1 Site Plan
DP1.0 SCALE: 1:200

SCHEDULE A
This forms part of application
DP17-0255
Planner Initials **AW**
City of Kelowna
COMMUNITY PLANNING



2 Waste & Recycling Enclosure
DP1.0 SCALE: 1:50



3 Waste & Recycling Enclosure Elevations
DP1.0 SCALE: 1:75

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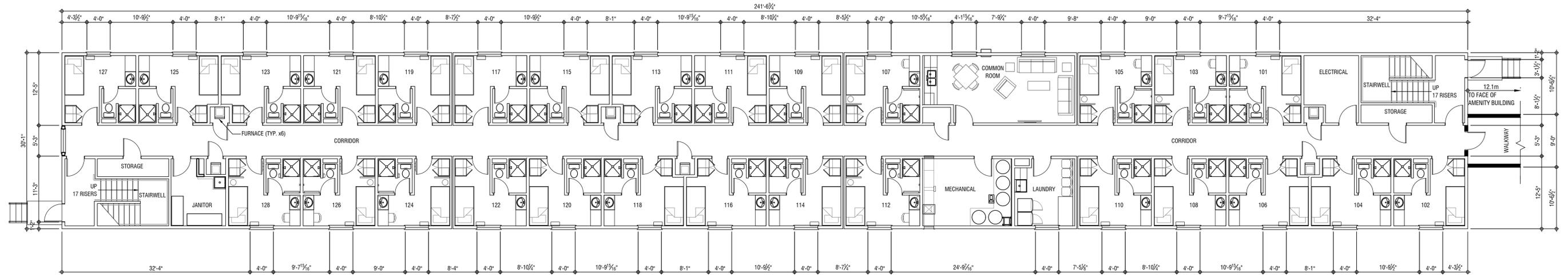
No.	Y	M	D	REVISION	BY	CHKD
1.	17/11/23			Issued For DP Submission	DE	CZ



PROJ # :	P24147
TN # :	TN#
SCALE :	AS INDICATED
DRAWN BY :	DE
CHECKED :	CZ

BC HOUSING
HOUSING WITH SUPPORT
KELOWNA, BC
SITE PLAN / SITE DETAILS

DWG No.:
DP1.0

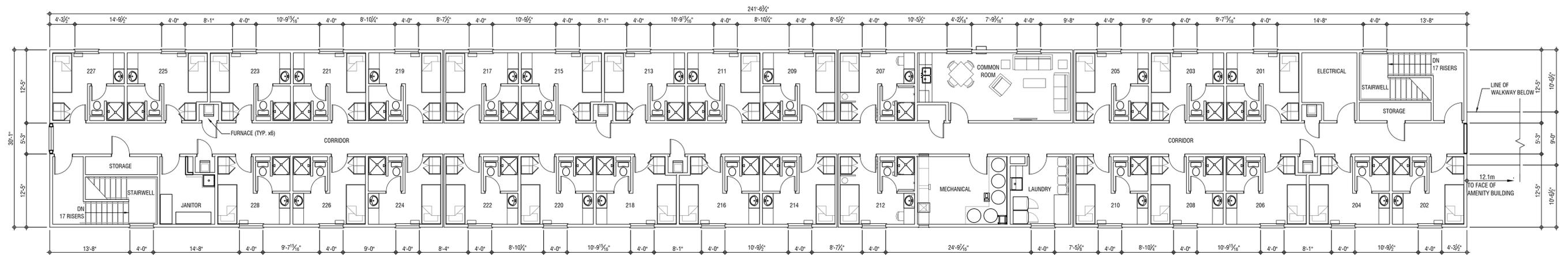


1 Dorm Building Main Floor Plan
 DP2.1 SCALE: 1/8" = 1'-0"

SCHEDULE A

This forms part of application
 # DP17-0255

Planner Initials **AW**



2 Dorm Building Second Floor Plan
 DP2.1 SCALE: 1/8" = 1'-0"

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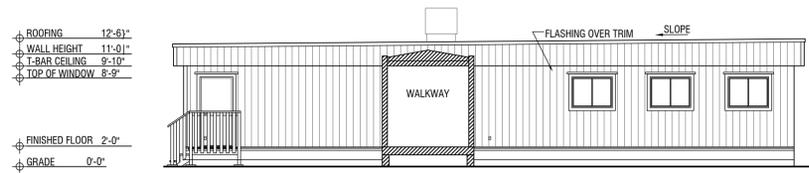
No.	Y	M	D	REVISION	BY	CHKD
1.			17/11/23	Issued For DP Submission	DE	CZ



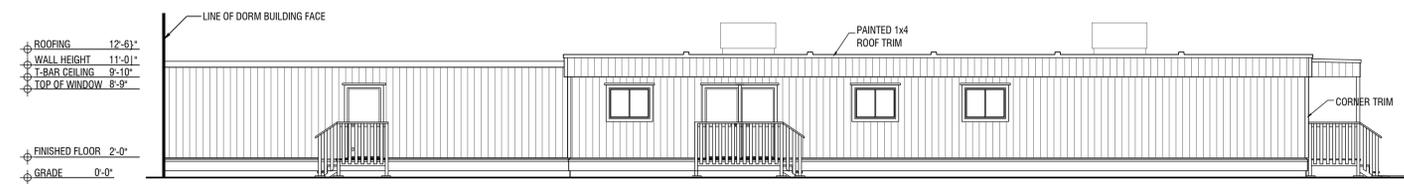
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TN # :	TN#
SCALE :	1/8" = 1'-0"
DRAWN BY :	DE
CHECKED :	CZ

BC HOUSING
HOUSING WITH SUPPORT
KELOWNA, BC
DORM BUILDING - FLOOR PLANS

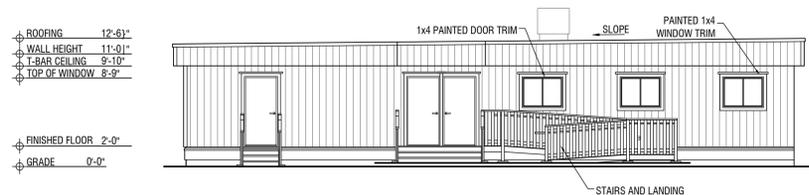
DWC No.:
DP2.1



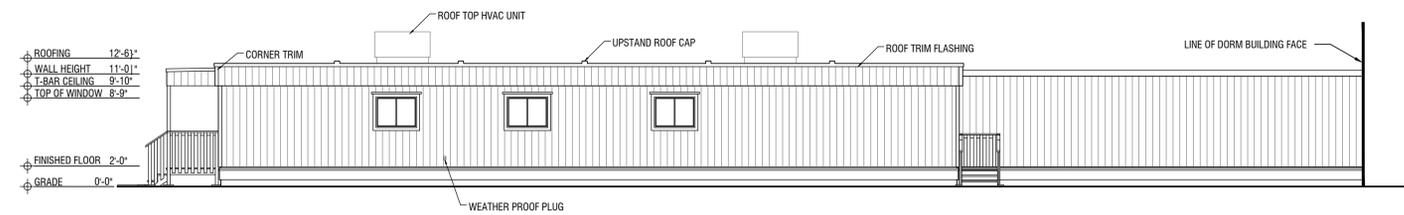
1 Amenities Building East Elevation
DP4.0 / SCALE: 1/8" = 1'-0"



2 Amenities Building North Elevation
DP4.0 / SCALE: 1/8" = 1'-0"



3 Amenities Building West Elevation
DP4.0 / SCALE: 1/8" = 1'-0"



4 Amenities Building East Elevation
DP4.0 / SCALE: 1/8" = 1'-0"



5 Amenities Building
DP4.0

SCHEDULE B

This forms part of application
DP17-0255

Planner Initials **AW**

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1.		17	11	23	Issued For DP Submission	DE CZ

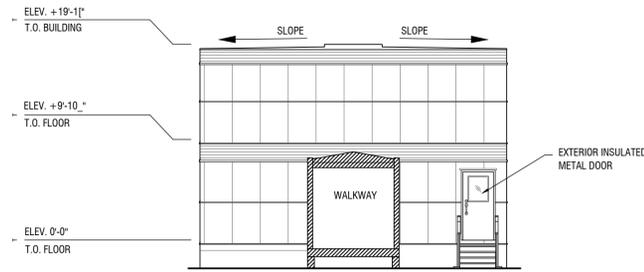


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TN # :	TN#
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CHECKED :	CZ

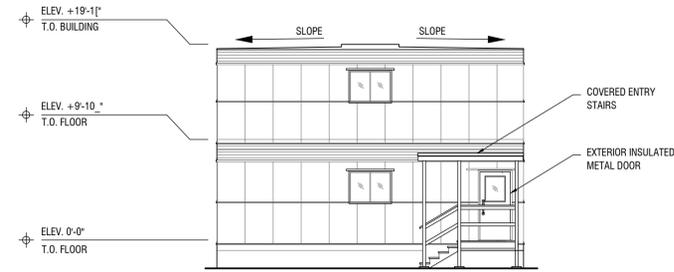
Planner Initials	AW
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BC HOUSING
HOUSING WITH SUPPORT
KELOWNA, BC
AMENITY BUILDING - ELEVATIONS

DWG No.:
DP4.0



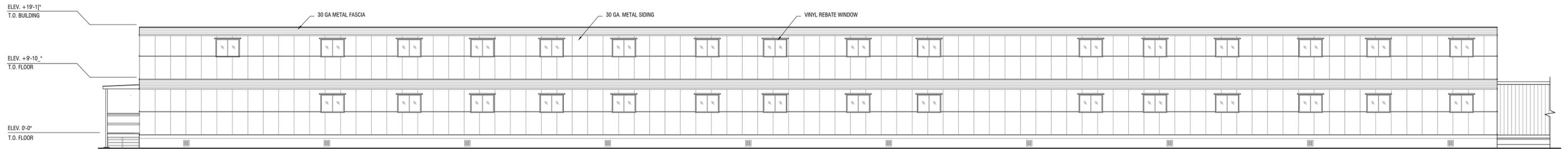
1 Dorm Building North Elevation
 DP4.1 SCALE: 1/8" = 1'-0"



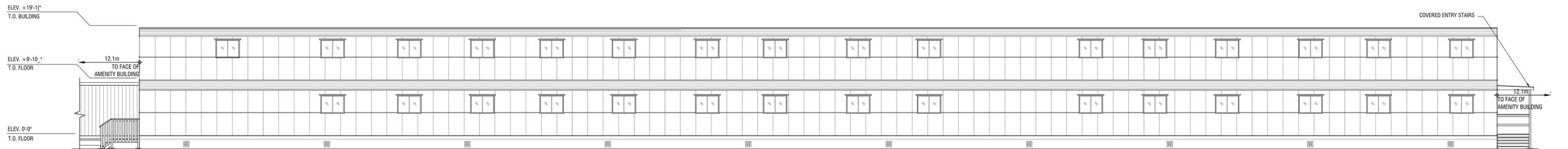
2 Dorm Building South Elevation
 DP4.1 SCALE: 1/8" = 1'-0"



5 Dorm Building
 DP4.1



3 Dorm Building West Elevation
 DP4.1 SCALE: 1/8" = 1'-0"



4 Dorm Building West Elevation
 DP4.1 SCALE: 1/8" = 1'-0"

SCHEDULE B

This forms part of application
 # DP17-0255

Planner Initials **AW**

City of Kelowna
 COMMUNITY PLANNING

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1.	17/11/23	Issued For DP Submission	DE	CZ
No.	Y	M	D	REVISION
			BY	CHKD



PROJ # :	P24147
TN # :	TN#
SCALE :	1/8" = 1'-0"
DRAWN BY :	DE
CHECKED :	CZ

BC HOUSING
HOUSING WITH SUPPORT
KELOWNA, BC
 DORM BUILDING - ELEVATIONS

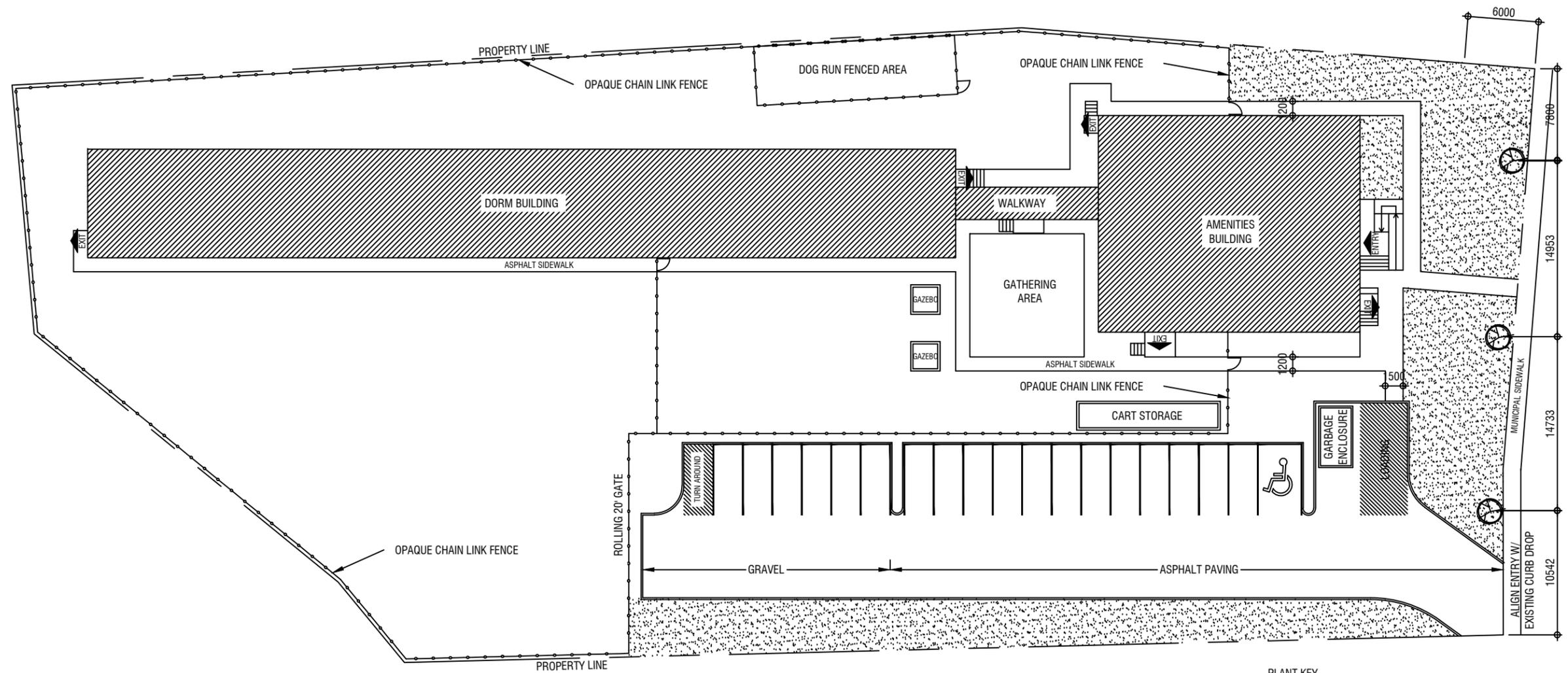
DWG No.:
DP4.1

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SCHEDULE C

This forms part of application
DP17-0255

Planner Initials AW

- PLANT KEY**
-  TREE DECIDUOUS - MAPLE ACER PLATANOIDES "CRIMSON KING"
SIZE: 60mm DIA
COUNT: 3
 -  SOD: KENTUCKY BLUEGRASS BLEND

 **1** Landscape Plan
A-010 SCALE: 1:400
-070

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No.	Y	M	D	ISSUED FOR DP REVISION	RB	BY	CHKD
1	17	11	28	ISSUED FOR DP REVISION	RB		CHKD



PROJ # :	24137
TN # :	
SCALE :	1:300
DRAWN BY :	RB
CHECKED :	JM

BC HOUSING

**LANDSCAPE PLAN
KELOWNA, BC**

SITE PLAN (55 PERSON)

DWG No.: **A-010-070**

159



DP17-0255 1642 Commerce Ave

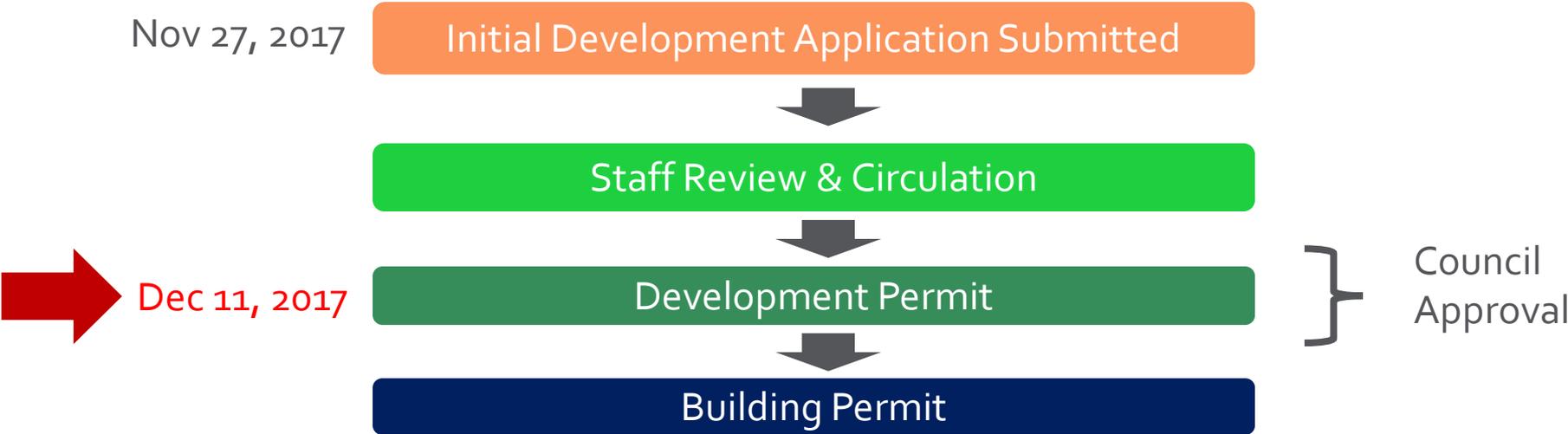
Development Permit



Proposal

- ▶ To consider a Form & Character Development Permit for a 55-unit supportive housing project with support services.

Development Process



Subject Property Map



Elevations



Technical Details

- ▶ 7 metre tall / 2 storey dormitory building with 1 storey amenity building
 - ▶ Existing building to be relocated and placed onsite
 - ▶ Amenity Building facing Commerce Avenue
 - ▶ Provided necessary landscape buffers
 - ▶ Large amenity space and appropriate storage
 - ▶ 19 parking stalls required & 19 provided



Somewhat Walkable

Some errands can be accomplished on foot.



Some Transit

A few nearby public transportation options.

Development Policy

Development Process

- ▶ **Compact Urban Form.** Develop a compact urban form that maximizes the use of existing infrastructure.

Social Sustainability

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

Public Notification Policy #367

- ▶ Development Permits do not have any notification requirements

Staff Recommendation

- ▶ Staff recommend support for the Development Permit:
 - ▶ Meets staff expectations for a temporary and rapid response to housing project funded by BC Housing



Conclusion of Staff Remarks

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

2.0 Purpose

To consider the form and character of a three storey building on Academy Way known as 'U6'.

3.0 Community Planning

Staff are recommending support for the proposed Development Permit due to the proposal's consistency with the Official Community Plan's (OCP) design guidelines and the vision of the University Village Master Plan.

Specifically, the key design features are:

1. 'U6' emulates the desirable form and character of nearby buildings by designing a sense of architectural cohesiveness along Academy Way with the 'U' building design theme.
2. The orientation of the building respects the University Village Master Plan concept, with the long articulated building form following the site contours and the short building façade facing Academy Way. There is an entrance to the building along Academy Way, which, together with landscaping, helps to create a defined street edge and promote a pedestrian-friendly streetscape.
3. The University Village Master Plan states all multiple family residential and mixed-use buildings should contain understructure (beneath habitable or commercial space) parking¹. 'U6' meets this guideline by providing an enclosed parkade that accommodates 44 vehicles. The parking structure is screened from view by proposing a comprehensive landscape plan on the downslope side of the parkade. Further, the parkade entrance is located to avoid pedestrian-vehicle conflicts.

4.0 Proposal

4.1 Background

The subject property is located within the University Village Neighbourhood, a comprehensive planned community under the University Village Master Plan (October 2009). Nearby buildings include 'U5B', 'U5A', 'U3B' and 'U3A'.

4.2 Project Description

The 'U6' project is a 57 unit development. The three storey wood frame building is located on the north side of the subject property, perpendicular to Academy Way. The proposed driveway will be located directly off Academy Way. The access connects to a 47 stall surface parking lot and a 44 stall parkade under the 'U6' building.

The overall site planning for 'U6' is consistent with the pedestrian circulation patterns established in the neighbourhood. The site has a regional trail connection at the rear of the property and has a direct connection to the main pedestrian pathway along Academy Way. This trail connectivity provides connections to both University of British Columbia Okanagan (UBCO) Campus to the north and to future projects to the south.

¹ Part 2 University Master Plan (October 2009) – Watermark

An area of steep slopes on the eastern portion of the subject property is not suitable for development and will be protected through a no-disturbance agreement

Character & Materials

The architectural form and character of the buildings is designed in a “campus modern” style and reflects similar architectural styles along the east side of Academy Way. The ‘U6’ building has a complementary form, image and colour to the previous approved ‘U5B’, ‘U5A’ and additional buildings along Academy Way.

The brick and Hardie exterior is reflective of recent ‘U3’ and ‘U5’ buildings. As the building is built into the hill, one side of the building has ground oriented units at grade, and the other has an exposed parkade face hidden with a band of landscaping to aid in the visual transition.

Figure 1: ‘U6’ Concept Rendering



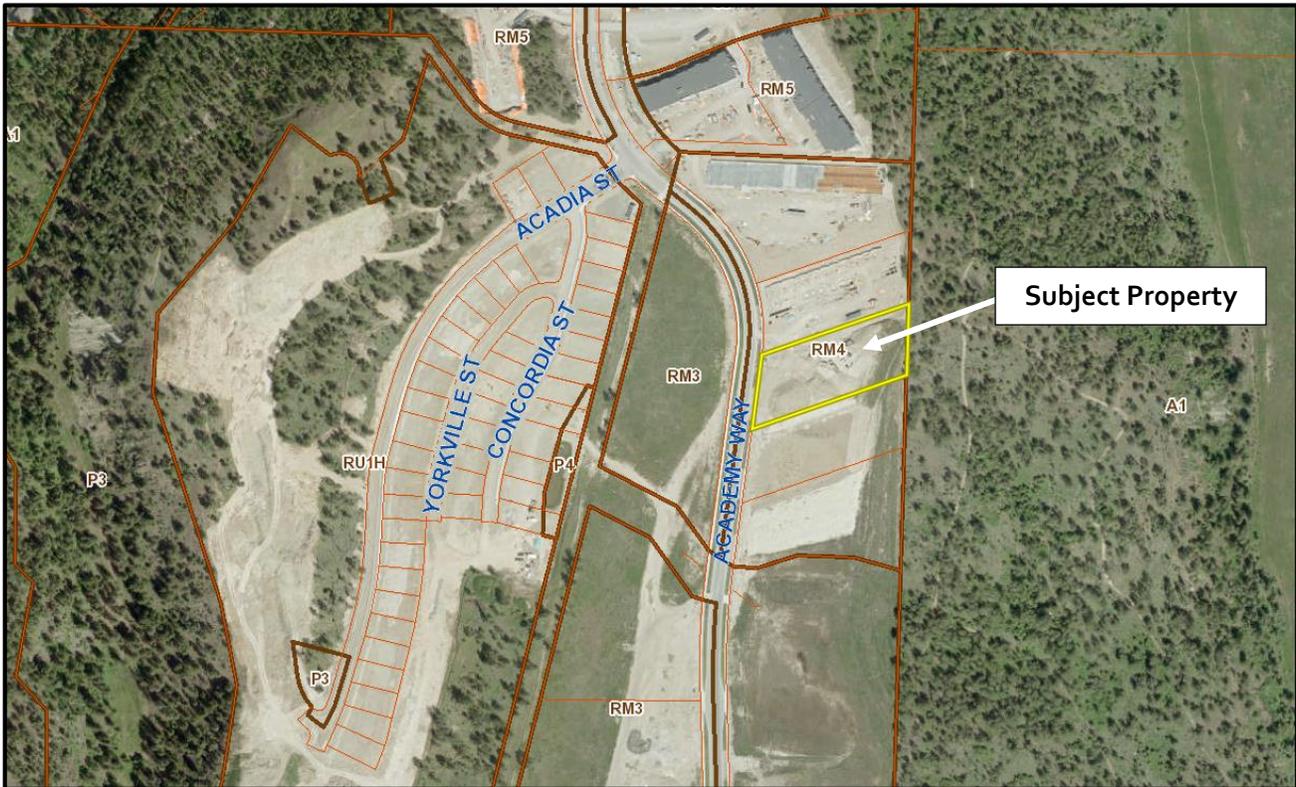
4.3 Site Context

The ‘U6’ development project is located on the east side of Academy Way, near the UBCO Campus. The property has a Future Land Use Designation of MRM – Multiple Unit Residential (Medium Density) in the Official Community Plan and it is located within the Permanent Growth Boundary.

Specifically, adjacent land uses are as follows:

Orientation	Zoning	Land Use
North	RM ₄ – Transitional Low Density Housing	Multiple Dwelling Housing (‘U5B’)
East	A ₁ – Agriculture 1	Park & Potential S ₂ RES
South	RM ₄ – Transitional Low Density Housing	Vacant
West	RM ₃ – Low Density Multiple Housing	Vacant

Subject Property Map: 695 Academy Way



4.4 Zoning Analysis Table

Zoning Analysis Table		
CRITERIA	RM4 ZONE REQUIREMENTS	PROPOSAL
Development Regulations		
Site Coverage (buildings)	50 %	28.6 %
Site Coverage (buildings, driveways and parking)	60 %	49.9 %
Floor Area Ratio	0.7467	0.6475
Height	13.0 m (3 storeys)	12.114 m (3 storeys)
Front Yard (west)	4.5 m for first 2 storeys 6.0 m above 2 nd storey	6.0 m
Side Yard (north)	4.5 m	4.5 m
Side Yard (south)	4.5 m	23.8 m
Rear Yard (east)	9.0 m	27.0 m
Other Regulations		
Minimum Parking Requirements	91 stalls	91 stalls (44 stalls within parkade) (47 stalls at grade)
Bicycle Parking	29 Class I spaces 6 Class II spaces	43 Class I spaces 6 Class II spaces
Private Open Space	1,320 m ²	> 1,320 m ²

5.0 Current Development Policies

5.1 Kelowna Official Community Plan (OCP)

Chapter 5 - Development Process	
Policy #	Description
5.2.3	Compact Urban Form. 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.
5.2.5	Integrated Land Use. Integrate land use approaches wherever possible to improve opportunities for biodiversity, ecosystem connectivity, recreation, agriculture and local food production, while reducing conflicts.
5.5.1	For all areas of the City outside the Urban Centres. Buildings heights shall be a maximum of four storeys for residential and six storeys for apartment hotels and hotels. Additional height restrictions may be imposed as a result of airport-related zoning regulations.
5.10.1	Maximize Pedestrian / Cycling Connectivity. Require that pedestrian and cyclist movement and infrastructure be addressed in the review and approval of all City and private sector developments, including provision of sidewalks and trails and recognition of frequently used connections and informal pedestrian routes. With new developments, require dedication of on-site walking and cycling paths where necessary to provide links to adjacent parks, schools, transit stops, recreation facilities, employment nodes, cul-de-sacs and large activity areas.
5.11.4	Multi-Unit Residential Parking. Encourage developers / landlords to unbundle parking price from the multi-family housing or rental price.
5.22.1	Cluster Housing. Require new residential development to be in the form of cluster housing on / or near environmentally sensitive areas and areas of steeper slopes to lessen site disturbance and environmental impact on those areas identified on the Future Land Use Map 4.1 as single-two unit residential hillside. Steeply sloped areas should be retained as natural open space, public or private. The intent of the clustering would be to preserve features identified through the Development Permit process that otherwise might be developed and to maximize open space in order to: <ul style="list-style-type: none"> a) Protect environmentally sensitive areas of a development site and preserve them on a permanent basis utilizing the most appropriate tools available; b) Facilitate creative and flexible site design that is sensitive to the land's natural features and adaptive to the natural topography; c) Decrease or minimize non-point source (i.e. asphalt roofs, driveways and parking) pollution impacts by reducing the amount of impervious surfaces in site development; d) Promote overall cost savings on infrastructure installation and maintenance; and e) Provide opportunities for social interaction, walking and hiking in open space areas.

6.0 Technical Comments

6.1 Building & Permitting Department

- Approval of the Airport manager is required to avoid issues with airport radar and communication to and from the planes
- Development Cost Charges (DCC's) are required to be paid prior to issuance of any Building Permit(s)
- Placement permits are required for any sales or construction trailers that will be on site. The location(s) of these are to be shown at time of development permit application.
- HPO (Home Protection Office) approval or release is required at time of Building Permit application.
- A Building Code analysis is required for the structure at time of building permit applications, but the following items may affect the form and character of the building(s):
 - An alternative solution accepted by the Chief Building Inspector in lieu of the required fire separations at the main entrance is required prior to the release of the Building Permit
 - Fire prevention department to provide comment of access to the building
 - Hard surfaced paths leading from the egress stairwells to a safe area are to be clearly defined as part of the DP
 - Any security system that limits access to exiting needs to be addressed in the code analysis by the architect.
- Access to the roof is required per NFPA and guard rails may be required and should be reflected in the plans if required.
- A Geotechnical report is required to address the sub soil conditions and site drainage at time of building permit application.
- An exit analysis is required as part of the code analysis at time of building permit application. The exit analysis is to address travel distances within the units, number of required exits per area
- Full Plan check for Building Code related issues will be done at time of Building Permit applications.

6.2 Development Engineering Department

See Attachment "A" City of Kelowna Memorandum

6.3 Fire Department

- Construction fire safety plan is required to be submitted and reviewed prior to construction and updated as required.
 - *NFPA 1710-the best practice and widely accepted code for fire service deployment-KFD cannot meet the minimum manning for an initial alarm
- Fire Department access is to be met as per BCBC 3.2.5. and accommodate the largest apparatus - ladder truck - the slope is a consideration
- A fire safety plan as per section 2.8 BCFC is required at occupancy. The fire safety plan and floor plans are to be submitted for approval in AutoCAD Drawing format on a CD as well as a fire preplan as per bylaw 10760

- Approved Fire Department steel lock box acceptable to the fire dept. is required by the fire dept. entrance and shall be flush mounted
- All requirements of the City of Kelowna Fire and Life Safety Bylaw 10760 shall be met for communications and high buildings including firefighter rooms and 1 hour bottles
- the fire alarm system is to be monitored by an agency meeting the CAN/ULC S561 Standard
 - *sprinkler zone valves shall be accessible as per fire prevention bylaw (10760) - less than 7 feet in height
 - *standpipe connections to be on intermediate landings in stairwell. Where a standpipe system is to be installed in a building under construction, the system shall be installed progressively and shall not be more than one floor below the highest forms, staging, and similar combustible elements at all times
- Fire department connection is to be within 45M of a fire hydrant - unobstructed.
 - *ensure FD connection is clearly marked and visible from the street
 - *Upon completion an owners certificate and copy of NFPA 25 shall be provided for the sprinkler system.
 - *Upon completion, a certificate is required to verify CANULC 561 Compliance
 - *exterior cladding (and ceiling on decks) shall meet flame spread rating as per BCBC and BCFC
- Dumpster/refuse container must be 3 meters from structures or overhangs or in a rated room in parkade

7.0 Application Chronology

Date of Application Received: October 26, 2017
Date Circulation Completed: November 27, 2017

Report Prepared by: Kimberly Brunet, Planner
Reviewed by: Terry Barton, Urban Planning Manager
Approved for Inclusion: Ryan Smith, Community Planning Department Manager

Attachments:

Draft Development Permit
Schedule "A" City of Kelowna Memorandum
Attachment "A" – Site Plan
Attachment "B" – Building Elevations
Attachment "C" – Landscaping Plan

Development Permit DP17-0239



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

695 ACADEMY WAY

and legally known as

LOT 4 SECTION 3 TOWNSHIP 23 OSOYOOS DIVISION YALE DISTRICT PLAN EPP53793

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

THREE STOREY MULTI FAMILY BUILDING

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

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

Date of Decision: DECEMBER 11, 2017

Decision By: CITY COUNCIL

Issued Date: _____/_____/_____

Development Permit Area: COMPREHENSIVE DEVELOPMENT PERMIT AREA

File Manager: KIMBERLY BRUNET

This permit will not be valid if development has not commenced by DECEMBER 11, 2019.

Existing Zone: RM4 – Transitional Low Density Housing

Future Land Use Designation: MRM - Multiple Unit Residential (Medium Density)

This is NOT a Building Permit.

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

NOTICE

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

Owner: WATERMARK DEVELOPMENTS LTD., INC. NO. BC0642787

Address: 106 – 975 ACADEMY WAY

City: KELOWNA, BC

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

Date

1. SCOPE OF APPROVAL

This Development Permit applies to and only to those lands within the Municipality as described above, and any and all buildings, structures and other development thereon.

This Development Permit is issued subject to compliance with all of the Bylaws of the Municipality applicable thereto, except as specifically varied or supplemented by this permit, noted in the Terms and Conditions below.

The issuance of a permit limits the permit holder to be in strict compliance with regulations of the Zoning Bylaw and all other Bylaws unless specific variances have been authorized by the Development Permit. No implied variances from bylaw provisions shall be granted by virtue of drawing notations that are inconsistent with bylaw provisions and that may not have been identified as required Variances by the applicant or Municipal staff.

2. CONDITIONS OF APPROVAL

- a) The dimensions and siting of the building to be constructed on the land be in accordance with Attachment "A";
- b) The exterior design and finish of the building to be constructed on the land be in accordance with Attachment "B";
- c) Landscaping to be provided on the land be in accordance with Attachment "C"; and
- d) 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.

This Development Permit is valid for two (2) years from the date of Council approval (Date of Decision), with no opportunity to extend.

3. PERFORMANCE SECURITY

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

- a) An Irrevocable Letter of Credit in the amount of \$177,803.75

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

4. Indemnification

Upon commencement of the works authorized by this Permit the Developer covenants and agrees to save harmless and effectually indemnify the Municipality against:

- a) All actions and proceedings, costs, damages, expenses, claims, and demands whatsoever and by whomsoever brought, by reason of the Municipality said Permit.

All costs, expenses, claims that may be incurred by the Municipality where the construction, engineering or other types of works as called for by the Permit results in damages to any property owned in whole or in part by the Municipality or which the Municipality by duty or custom is obliged, directly or indirectly in any way or to any degree, to construct, repair, or maintain.

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

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

Date: November 6, 2017
File No.: DP17-0239
To: Community Planning (KB)
From: Development Engineering Manager (JK)
Subject: 695Academy Way Lot 4, Plan EPP53793

The Development Engineering Department has the following comments and requirements associated with this 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 Ryan O'Sullivan

1. General

- a) Subdivision requirements have been addressed in the Development Engineering report under file S09-0074.
- b) Provide Right of Way and Easement as may be required.
- c) This proposed subdivision may require the installation of centralized mail delivery equipment. Please contact Rick Ould, Delivery Planning Officer, Canada Post Corporation, 530 Gaston Avenue, Kelowna, BC V1Y 2K0 to obtain further information and to determine suitable location(s) within the development.
- d) A Statutory 219 Covenant of No Occupancy Permit is required until such time that Bylaw conforming fireflow and domestic water demand capacity is in place.

2. Geotechnical Study

A comprehensive Geotechnical Study is required to be prepared by a Professional Engineer competent in the field of geotechnical engineering. The study is to address the following:

- a) Overall site suitability for development.
- b) Presence of ground water and/or springs.
- c) Presence of fill areas.
- d) Presence of swelling clays.
- e) Presence of sulfates.
- f) Potential site erosion.
- g) Provide recommendations for on-site storm water disposal.
- h) Provide specific requirements for footings and foundation construction.

3. Domestic Water and Fire Protection

- a) The developer's consulting mechanical engineer will determine the domestic and fire protection requirements of the proposed development and establish hydrant requirements and service needs. Provide confirmation of available capacity.
- b) This development is within the service area of the Glenmore Ellison Improvement District (GEID). The developer is required to make satisfactory arrangements with GEID for these items. All charges for service connection and upgrading costs are to be paid directly to GEID.

4. Sanitary Sewer

The developer's consulting mechanical engineer will determine the requirements of the proposed development and establish the service needs. Our records indicate existing lot is serviced with a 200mm diameter sanitary service. Only one service per lot will be permitted for this development. The applicant will arrange for the removal and disconnection of the existing service and the installation of one new larger service at the applicants cost.

5. Storm Drainage

The developer must engage a consulting civil engineer to provide a storm water management plan for the site, which meets the requirements of the Subdivision, Development and Servicing Bylaw No. 7900. The storm water management plan must also include provision of lot grading plan, minimum basement elevation (MBE), if applicable, and provision of a storm drainage service for the development and / or recommendations for onsite drainage containment and disposal systems. All the storm drainage must be dealt with on site.

6. Road Improvements

- a) Requirements for road cross sections, dedications, design and construction have been addressed in the HIGHWAY AGREEMENT between CITY OF KELOWNA and WATERMARK DEVELOPMENTS LTD. executed December 23, 2015.
- b) Road improvements will be constructed along the full frontage of this proposed development, including separate sidewalk, landscaped boulevard complete with street trees and irrigation. Relocate or adjust utility appurtenances if required to accommodate construction. All improvements will be at the developer's expense.
- c) Boulevard landscape irrigation system, must be integrated with the on-site irrigation system.

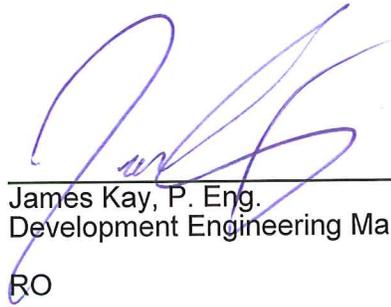
7. Other Engineering Comments

- a) Provide all necessary Statutory Rights-of-Way for any utility corridors required, including those on proposed or existing City Lands.
- b) If any road dedication affects lands encumbered by a Utility right-of-way (such as Terasen, etc.) please obtain the approval of the utility prior to application for final subdivision approval. Any works required by the utility as a consequence of the road dedication must be incorporated in the construction drawings submitted to the City's Development Manager.

8. Development Permit and Site Related Issues

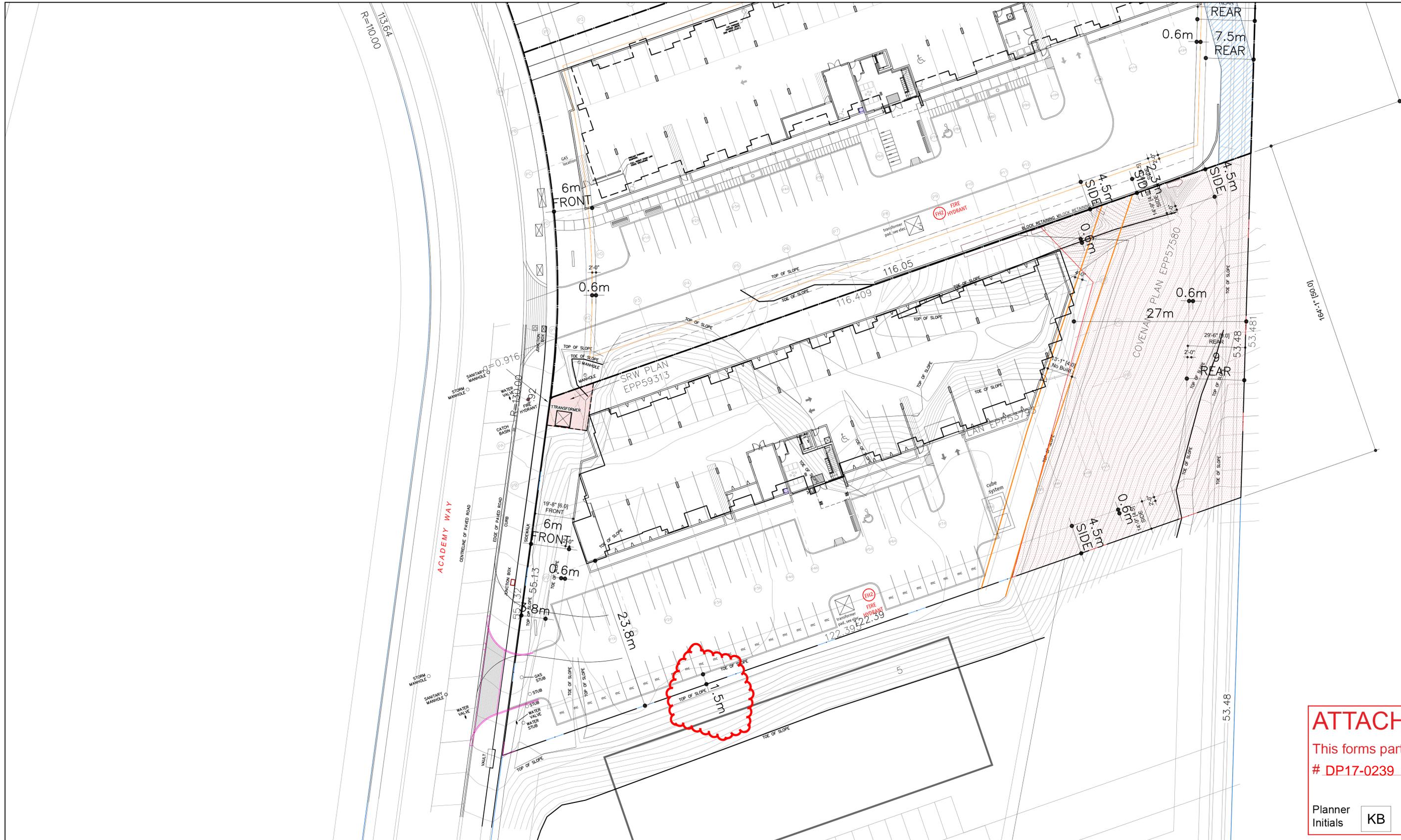
a) Access and Manoeuvrability

- (i) An MSU standard size vehicle must be able to manoeuvre onto and off the site without requiring a reverse movement onto public roadways. If the development plan intends to accommodate larger vehicles movements should also be illustrated on the site plan.



James Kay, P. Eng.
Development Engineering Manager

RO



ATTACHMENT A

This forms part of application
 # DP17-0239

Planner Initials **KB**



City of
Kelowna
 COMMUNITY PLANNING

2017-12-01
 tender/BP

No.	Date	Revision
01	2017-10-25	Issued for U6 DP
02	2017-12-01	Issued for tender/BP

No.	Date	Revision



Project Title
**UNIVERSITY HEIGHTS
 CONDO - 3 LEVELS
 57 UNITS WITH PARKADE**
 695 ACADEMY WAY KELOWNA



Consultant Seal

201-75 FRONT STREET
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 TEL: 250-493-3143
 EMAIL: pm-mai@shaw.ca
 233 BERNARD AVENUE
 KELOWNA, B.C.
 V1Y 6N2
 TEL: 250-762-3004
 EMAIL: kel-mai@shaw.ca



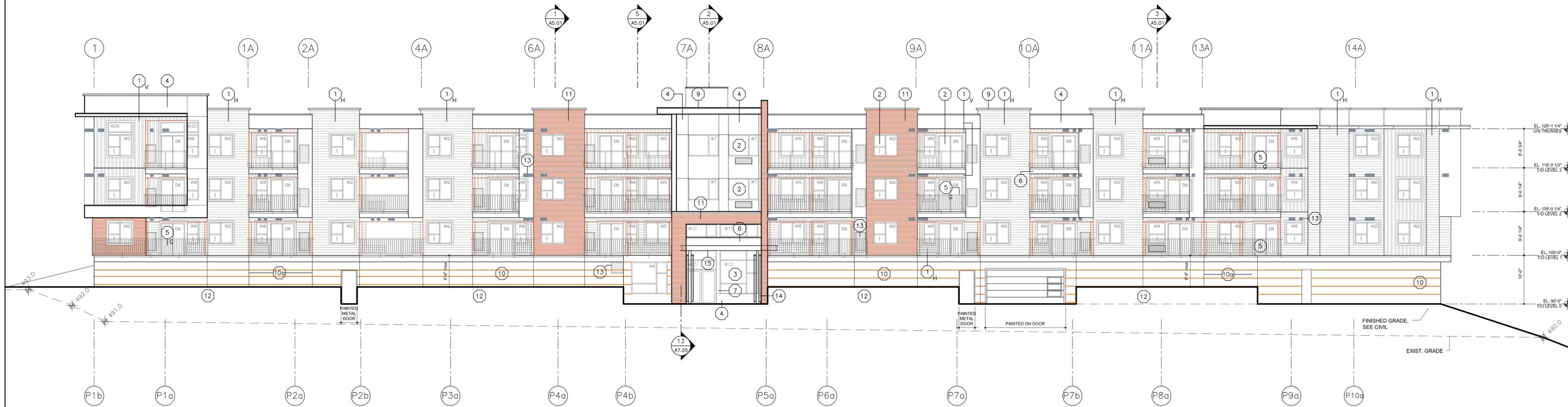
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Date	2017-10-25
Job No.	m-m-17-1780
Scale	AS SHOWN
Drawn	SN
Checked	JM

Drawing Title
SITE PLAN
 1"=20'0"

Drawing Number
A2.02
 DRAWINGS ARE NOT TO BE SCALED.
 ALL DIMENSIONS SHALL BE VERIFIED ON JOB

U6



ELEVATION KEY NOTES LEGEND	
ALL COLOURS TO BE CHOSEN BY ARCHITECT FROM APPROVED PRODUCT MANUF.'S STANDARD LINE OF COLOURS.	
1	HORIZONTAL FIBRE CEMENT SIDING
1V	VERTICAL FIBRE CEMENT SIDING
2	VINYL WINDOW & DOOR WITH LOW-E CLEAR GLAZING
3	ALUM STOREFRONT WINDOW & DOOR WITH LOW E CLEAR GLAZING
4	HARDIE PANELS CW BUTT JOINTS/REVEALS
5	ALUM. GLASS RAILING (SOUTH ELEVATION/LEVEL 3 ONLY)
5G	ALUM. PICKETS RAILING
6	HARDI TRIM / BALCONY / ROOF FASCIA
7	ALUMINUM BRAKESHAPES TO MATCH WINDOW FRAMES
8	PREFINISHED METAL OVERFLOW SCUPPER
9	PREFINISHED METAL FLASHING
10	CONCRETE WITH PARGE FINISH CW REVEALS & FEATURE PAINT FINISH
10G	TYP. CAST REVEALS
11	BRICK VENEER, STACK BOND
12	CONCRETE PLANTER
13	PREFIN. METAL LOUVRES/ VENTS (SEE MECH.)
13G	MECH. VENTS BEHIND BALCONY WALLS (V.O.S. - SEE MECH.)
14	GLULAM/WOOD COLUMN FINISH
15	PAINTED STEEL BEAM

ATTACHMENT B

This forms part of application
DP17-0239



City of
Kelowna
COMMUNITY PLANNING

Planner Initials
KB

2017-10-25
issued for DP

No.	Date	Revision
01	2017-10-25	Issued for U6 DP

Project Title
UNIVERSITY HEIGHTS CONDO - 3 LEVELS
57 UNITS WITH PARKADE
695 ACADEMY WAY KELOWNA



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Date	2017-10-25
Job No.	m+m-17-1780
Scale	AS SHOWN
Drawn	SN
Checked	JM

Drawing Title
South Bldg Elev
1/8"=1'0"

Drawing Number
A4.01
DRAWINGS ARE NOT TO BE SCALED.
ALL DIMENSIONS SHALL BE VERIFIED ON JOB

U6



ATTACHMENT B

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DP17-0239

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COMMUNITY PLANNING

2017-10-25
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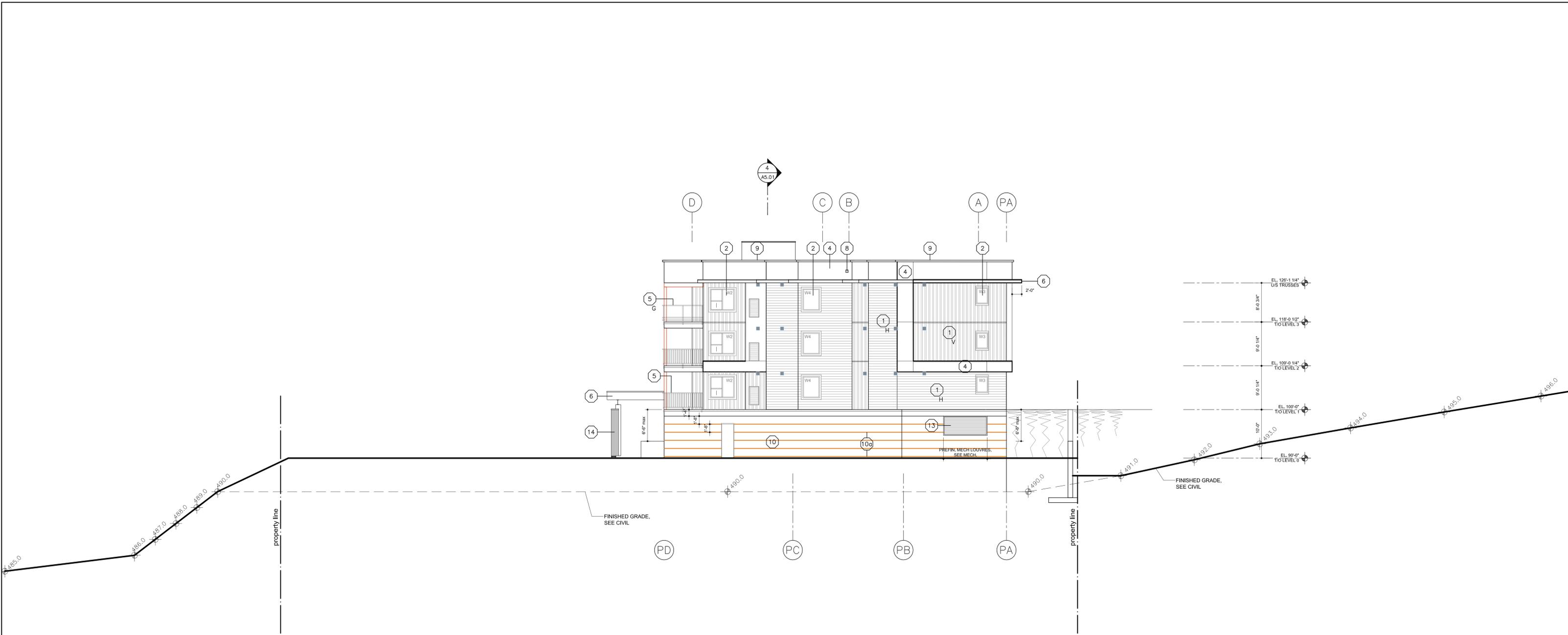
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Date	2017-10-25
Job No.	m+m-17-1780
Scale	AS SHOWN
Drawn	SN
Checked	JM

Drawing Title
**North
Bldg Elev**
1/8"=1'0"

Drawing Number
A4.02
DRAWINGS ARE NOT TO BE SCALED.
ALL DIMENSIONS SHALL BE VERIFIED ON JOB

U6



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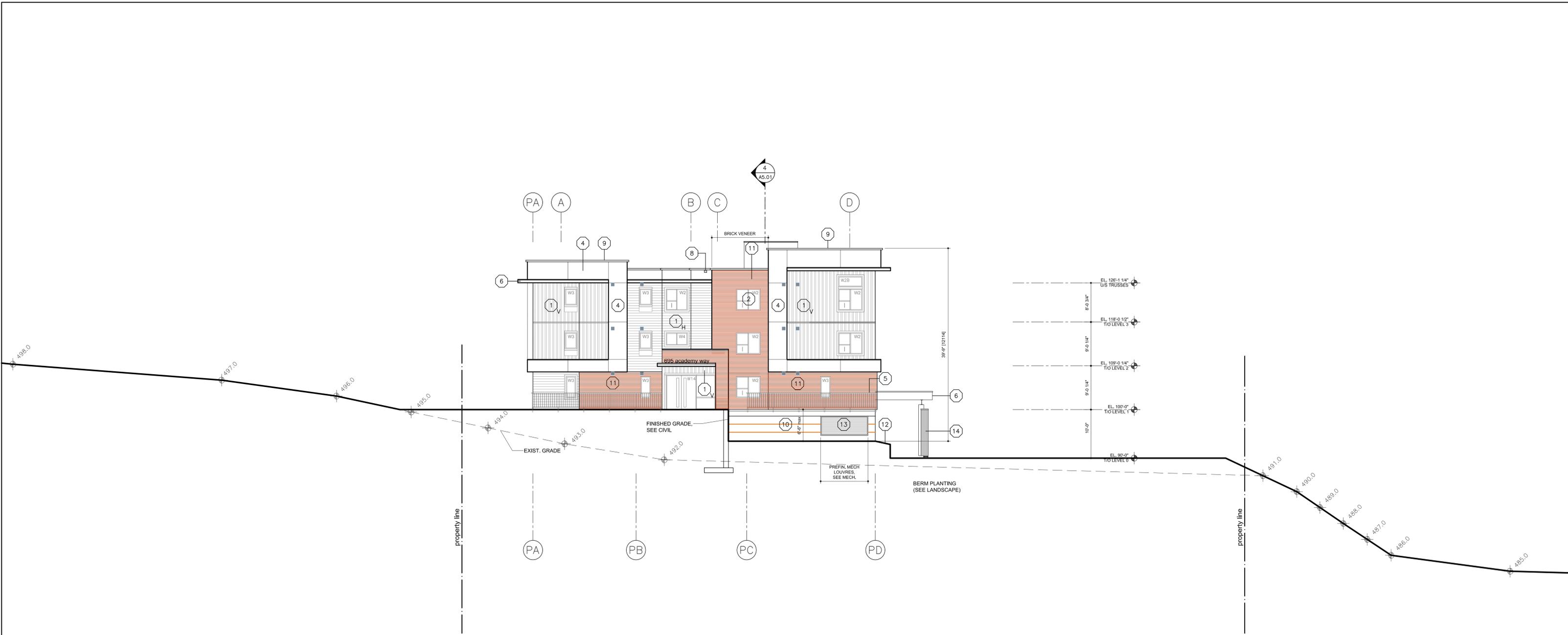
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Date	2017-10-25
Job No.	m-m-17-1780
Scale	AS SHOWN
Drawn	SN
Checked	JM

Drawing Title
**East
Bldg Elev**
1/8"=1'0"

Drawing Number
A4.03
DRAWINGS ARE NOT TO BE SCALED.
ALL DIMENSIONS SHALL BE VERIFIED ON JOB

U6



ATTACHMENT B

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DP17-0239

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COMMUNITY PLANNING

2017-10-25
issued for DP

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Job No.	m+m-17-1780
Scale	AS SHOWN
Drawn	SN
Checked	JM

Drawing Title
**West
Bldg Elev**
1/8"=1'0"

Drawing Number
A4.04
DRAWINGS ARE NOT TO BE SCALED.
ALL DIMENSIONS SHALL BE VERIFIED ON JOB

U6

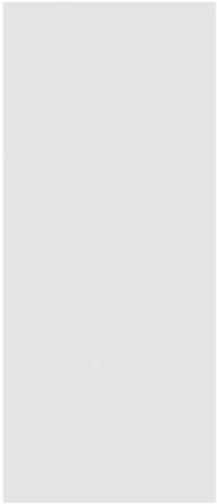
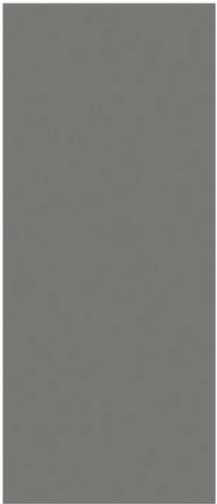
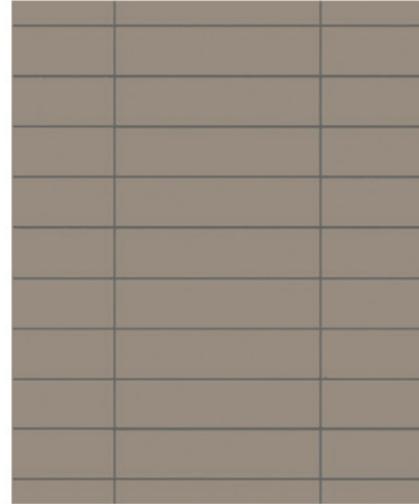
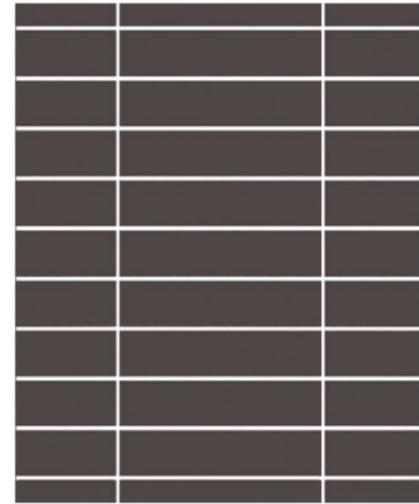
ATTACHMENT B

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DP17-0239



Planner Initials **KB**



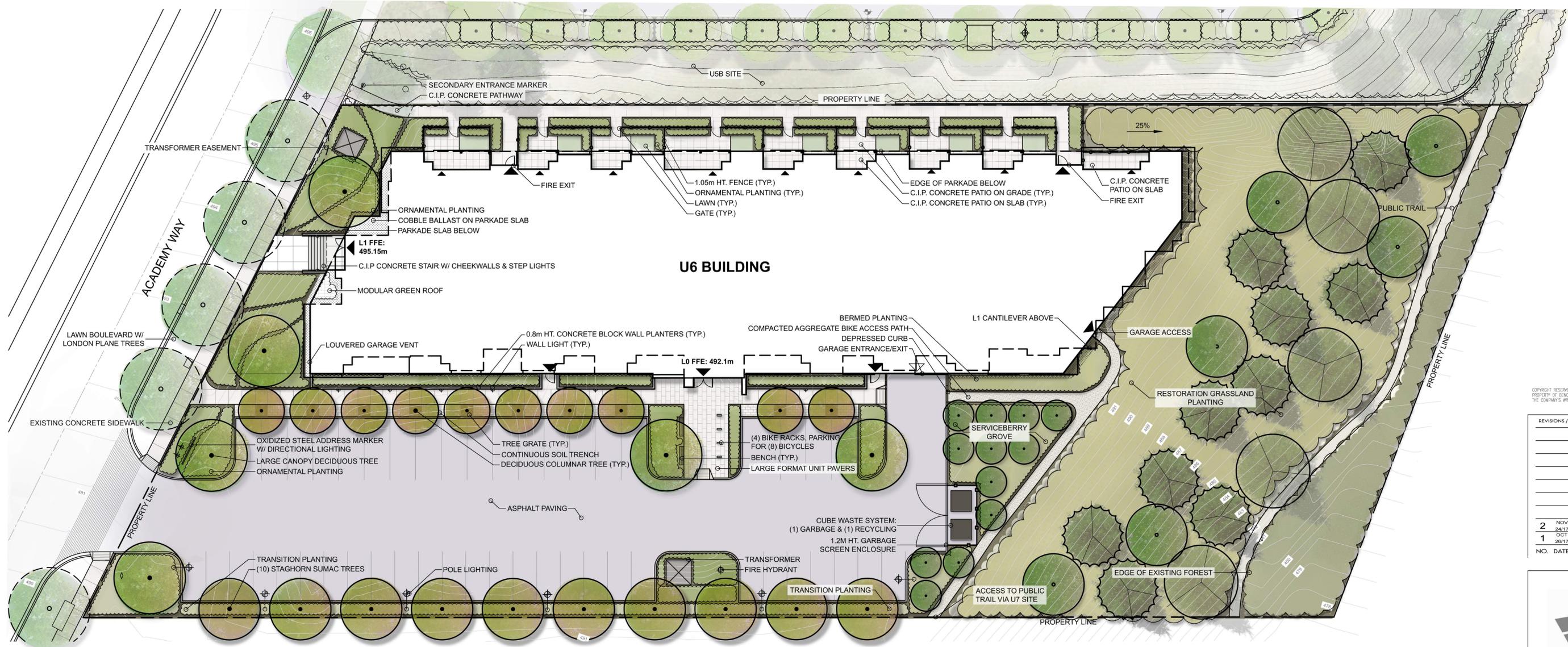
							
light grey stucco	dark grey stucco	hardie-H aged pewter	hardie-H cobble stone	red accent	stain wood+post	redondo gray - stack bond	ebony - stack bond











NOT FOR CONSTRUCTION

PRECEDENT IMAGES:

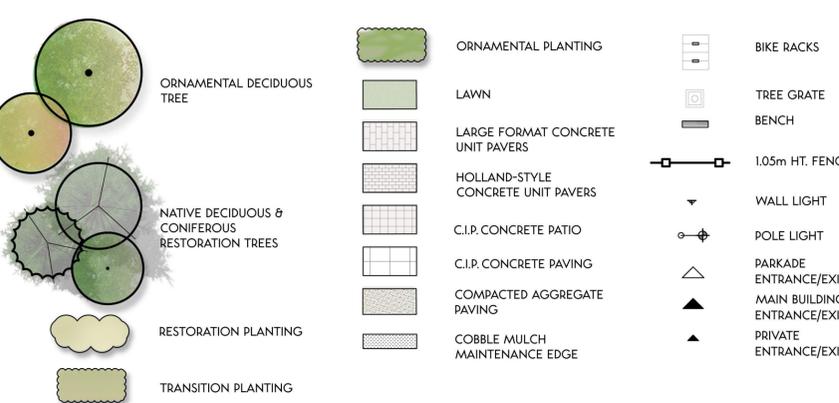


SERVICEBERRY GROVE TRANSITIONAL PLANTING, WINTER INTEREST BENCHES REFLECTIVE OF ARCHITECTURAL FINISHES STEEL ANGLE BIKE RACKS OXIDIZED STEEL ENTRY MARKER

DEVELOPMENT PERMIT NOTES:

- PLANT MATERIALS AND CONSTRUCTION METHODS SHALL CONFORM TO MINIMUM STANDARDS ESTABLISHED IN THE LATEST EDITION OF THE B.C. LANDSCAPE STANDARDS, PUBLISHED BY B.C.L.N.A. AND B.C.S.L.A. AS WELL AS THE CITY OF KELOWNA LANDSCAPE STANDARDS IN BYLAW 7900.
- THE LANDSCAPE DESIGN DESIGNATED HEREIN IS CONCEPTUAL BUT REFLECTS THE MINIMUM CITY OF KELOWNA FORM AND CHARACTER REQUIREMENTS.
- PLANT MATERIAL SELECTIONS ARE CONCEPTUAL ONLY. FINAL PLANTING SELECTIONS MAY VARY DEPENDING UPON AVAILABILITY AT THE TIME OF CONSTRUCTION.
- TREES SHALL BE INSTALLED IN DEFINED SOIL PITS OR PLANTING BED AREAS. ADEQUATE SOIL VOLUME SHALL BE PROVIDED BASED ON THE SPECIFIED TREE SPECIES AND LOCATION.
- ORNAMENTAL SHRUB, GRASS AND PERENNIAL CLUSTERS ARE TO BE PLACED WITHIN DEFINED PLANTING BEDS. ALL PLANTING BEDS SHALL HAVE A MIN. OF 450mm (18") IMPORTED GROWING MEDIUM AND 75mm (3") OF COMPOSTED MULCH OR APPROVED EQUAL.
- NATIVE SHRUBS, GRASSES AND PERENNIALS ARE TO BE POCKET PLANTED AND INSTALLED DURING THE SPRING OR FALL WEATHER WINDOWS (SPRING: MARCH TO MAY, FALL: OCTOBER TO NOVEMBER) TO ALLOW FOR ESTABLISHMENT AND LIMIT THE REQUIREMENT OF CONTINUOUS IRRIGATION. ALL POCKETS SHALL BE DUG TO TWICE THE ROOTBALL SIZE TO ALLOW FOR ADDITIONAL GROWING MEDIUM. EACH NATIVE TREE SHALL RECEIVE 6 CUBIC METRES OF SOIL.
- HYDRAULIC SEEDING SHALL BE GRADE 'A' PREMIUM SEED. SEED SHALL BE INSTALLED DURING THE SPRING OR FALL WEATHER WINDOWS (SPRING: MARCH TO MAY, FALL: OCTOBER TO NOVEMBER) TO ALLOW FOR ESTABLISHMENT AND LIMIT THE REQUIREMENT FOR CONTINUOUS IRRIGATION.
- A HIGH EFFICIENCY IRRIGATION SYSTEM SHALL BE INSTALLED FOR ALL ORNAMENTAL LANDSCAPE AREAS AND SHALL CONFORM TO THE CITY OF KELOWNA'S IRRIGATION STANDARDS IN BYLAW 7900.
- A TEMPORARY IRRIGATION SYSTEM WILL BE REQUIRED IF NATIVE PLANTING AND/OR HYDRAULIC SEEDING INSTALLATION IS NOT COMPLETED WITHIN THE SPECIFIED WEATHER WINDOWS. THE SYSTEM SHALL CONFORM TO THE CITY OF KELOWNA'S IRRIGATION STANDARDS IN BYLAW 7900.

LEGEND:



ORNAMENTAL PLANT LIST:

TREES			
Botanical Name	Common Name	Size	Root
<i>Acer x freemanii</i> 'Armstrong II'	Armstrong maple	4 cm Cal.	B&B
<i>Ginkgo biloba</i>	Maidenhair tree	6 cm Cal.	B&B
<i>Platanus x acerifolia</i>	London planetree	6 cm Cal.	B&B
SHRUBS			
Botanical Name	Common Name	Size/Spacing	Root
<i>Arctostaphylos uva-ursi</i>	Kinnickinnick	#01 Cont./0.6m O.C.	Potted
<i>Cornus sericea</i> 'Baileyi'	Bailey's red osier dogwood	#05 Cont./1.2m O.C.	Potted
<i>Erica carnea</i> 'Springwood White'	Springwood White winter heath	#01 Cont./0.45m O.C.	Potted
<i>Salix purpurea</i> 'Nana'	Arctic willow	#02 Cont./1.2m O.C.	Potted
PERENNIALS			
Botanical Name	Common Name	Size/Spacing	Root
<i>Arctostaphylos uva-ursi</i>	Kinnickinnick	#01 Cont./0.6m O.C.	Potted
<i>Achillea millefolium</i> 'Inca Gold'	Inca Gold common yarrow	#01 Cont./0.6m O.C.	Potted
<i>Alchemilla mollis</i>	Lady's mantle	#01 Cont./0.6m O.C.	Potted
<i>Baptisia spheroarpa</i> 'Scream' Yellow	Wild indigo	#01 Cont./0.9m O.C.	Potted
<i>Echinacea purpurea</i> 'Maui Sunshine'	Maui Sunshine coneflower	#01 Cont./0.6m O.C.	Potted
<i>Epimedium grandiflorum</i>	Longspur barrenwort	#01 Cont./0.3m O.C.	Potted
<i>Eupatorium maculatum</i> 'Album'	White Joe Pye	#01 Cont./0.3m O.C.	Potted
<i>Geranium sanguineum</i> 'Album'	White bloody cranesbill	#01 Cont./0.3m O.C.	Potted
<i>Heuchera cylindrical</i> 'Greenfinch'	Greenfinch alumroot	#01 Cont./0.45m O.C.	Potted

TRANSITIONAL PLANT LIST:

TREES			
Botanical Name	Common Name	Size	Root
<i>Amelanchier alnifolia</i>	Serviceberry	1.8m Ht.	Potted
<i>Rhus typhina</i>	Staghorn sumac	1.8m Ht.	Potted

RESTORATION PLANT LIST:

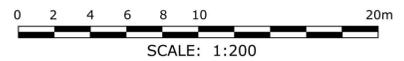
TREES			
Botanical Name	Common Name	Size/Spacing	Root
<i>Amelanchier alnifolia</i>	Serviceberry	#01 Cont./2.5m O.C.	Potted
<i>Artemisia tridentata</i>	Big sagebrush	#01 Cont./2.5m O.C.	Potted
<i>Symphoricarpos albus</i>	Snowberry	#01 Cont./2.5m O.C.	Potted
<i>Pseudotsuga menziesii</i> var. <i>glauca</i>	Interior Douglas fir	1.2m Ht.	B&B
<i>Pinus ponderosa</i>	Ponderosa pine	1.2m Ht.	B&B
<i>Populus tremuloides</i>	Trembling aspen	4cm Cal.	B&B
SHRUBS			
Botanical Name	Common Name	Size/Spacing	Root
<i>Amelanchier alnifolia</i>	Serviceberry	#01 Cont./2.5m O.C.	Potted
<i>Artemisia tridentata</i>	Big sagebrush	#01 Cont./2.5m O.C.	Potted
<i>Symphoricarpos albus</i>	Snowberry	#01 Cont./2.5m O.C.	Potted
PERENNIALS			
Botanical Name	Common Name	Size/Spacing	Root
<i>Achillea millefolium</i>	Yarrow	#01 Cont./2.5m O.C.	Potted
<i>Balsamorhiza sagittata</i>	Arrowleaf balsamroot	#01 Cont./2.5m O.C.	Potted
<i>Eriogonum niveum</i>	Snow buckwheat	#01 Cont./2.5m O.C.	Potted
<i>Lithospermum ruderale</i>	Lemonweed	#01 Cont./2.5m O.C.	Potted
<i>Plantago patagonica</i>	Indian-wheat	#01 Cont./2.5m O.C.	Potted
GRASSES			
Botanical Name	Common Name	Size/Spacing	Root
<i>Aristida longiseta</i>	Red three-awn	#01 Cont./1.0m O.C.	Potted
<i>Balsamorhiza sagittata</i>	Arrowleaf balsamroot	#01 Cont./1.0m O.C.	Potted
<i>Festuca idahoensis</i>	Idaho fescue	#01 Cont./1.0m O.C.	Potted
<i>Festuca scabrella</i>	Rough fescue	#01 Cont./1.0m O.C.	Potted
<i>Xoeris macrantha</i>	Junegrass	#01 Cont./1.0m O.C.	Potted
<i>Poa secunda</i>	Sandberg's bluegrass	#01 Cont./1.0m O.C.	Potted
<i>Pseudotsuga menziesii</i>	Bluebunch wheatgrass	#01 Cont./1.0m O.C.	Potted

ATTACHMENT C

This forms part of application
DP17-0239

Planner Initials **KB**

City of Kelowna
COMMUNITY PLANNING



REVISIONS / ISSUED:

NO.	DATE	DESCRIPTION
2	NOV 24/17	REISSUED FOR DP APPLICATION
1	OCT 28/17	ISSUED FOR DP APPLICATION



14-1562 water street kelowna bc v1y l17 |
1 250 860 6776 |

CLIENT:
MISSION GROUP
KELOWNA, B.C.

PROJECT:
U6 CONDOMINIUMS
KELOWNA, B.C.

SHEET TITLE
LANDSCAPE CONCEPT PLAN

DESIGN BY	XS
DRAWN BY	LSG
CHECKED BY	XS
PROJECT NO.	17-025
SCALE	1:200

SHEET NO.
L-1

Report to Council



Date: December 11, 2017
Rim No. 0220-20
To: City Manager
From: Genelle Davidson, Divisional Director Financial Services
Subject: Provisional 2018 Financial Plan

Recommendation:

THAT COUNCIL receives, for information, the presentation from the Divisional Director Financial Services and the Infrastructure Engineering Manager dated Dec.11, 2017 with respect to the Provisional 2018 Financial Plan.

Purpose:

To provide an overview of the Provisional 2018 Financial Plan.

Background:

The attached presentation provides a summary of the key financial impacts for the Provisional 2018 Financial Plan prior to Budget Deliberation Day on Thursday, Dec. 14, 2017.

Submitted by:

Genelle Davidson, CPA, CMA
Divisional Director Financial Services

Approved for inclusion:



cc: Infrastructure Engineering Manager, Financial Planning Manager



MAINTAIN
RENEW



GROWTH



NEW

2018 Financial Plan overview

Dec. 11, 2017
Council Chambers



Agenda

- ▶ Provisional budget process
- ▶ Taxation impact
- ▶ General fund
 - ▶ Operating & capital
- ▶ Municipal funds
 - ▶ Water, Wastewater, Natural Gas, Airport
- ▶ Reserves & debt
- ▶ Assessment & tax

2018 Provisional Budget process

Budget letter & guidelines	June 12
Division work plans complete	Aug. 25
Council outlook	Sept. 7
Deadline for budget to Finance	Sept. 8
Performance measures, accomplishments	Sept. 29
2018 drivers & activities	Sept. 29
City Manager's review	Oct. 17/18
Council overview FP	Dec. 11
Council review budget	Dec. 14

Analysis of tax demand

\$ in millions

	2017	2018
Operating	\$127.0	134.1
General revenues	-12.1	-11.8
Taxation capital	<u>12.2</u>	<u>12.2</u>
	\$127.1	134.5
New construction revenue	-2.60	-2.85

Fire Department

1.59

Other

2.00

Net property owner impact

3.84%

3.59%

2018 base budget changes

2017 budget impacts:

Annualized

\$ 860,640

One-time

(669,540)

Department changes

37,837

Other adjustments

255,025

Base changes

\$ 483,962

2018 operating budget

General revenue	\$ 341,000
Expenditure reductions	(134,370)
P1 operating requests	7,018,205
Operating changes	\$7,224,835

2018 taxation capital

Pay-as-you-go tax capital

\$12,204,940

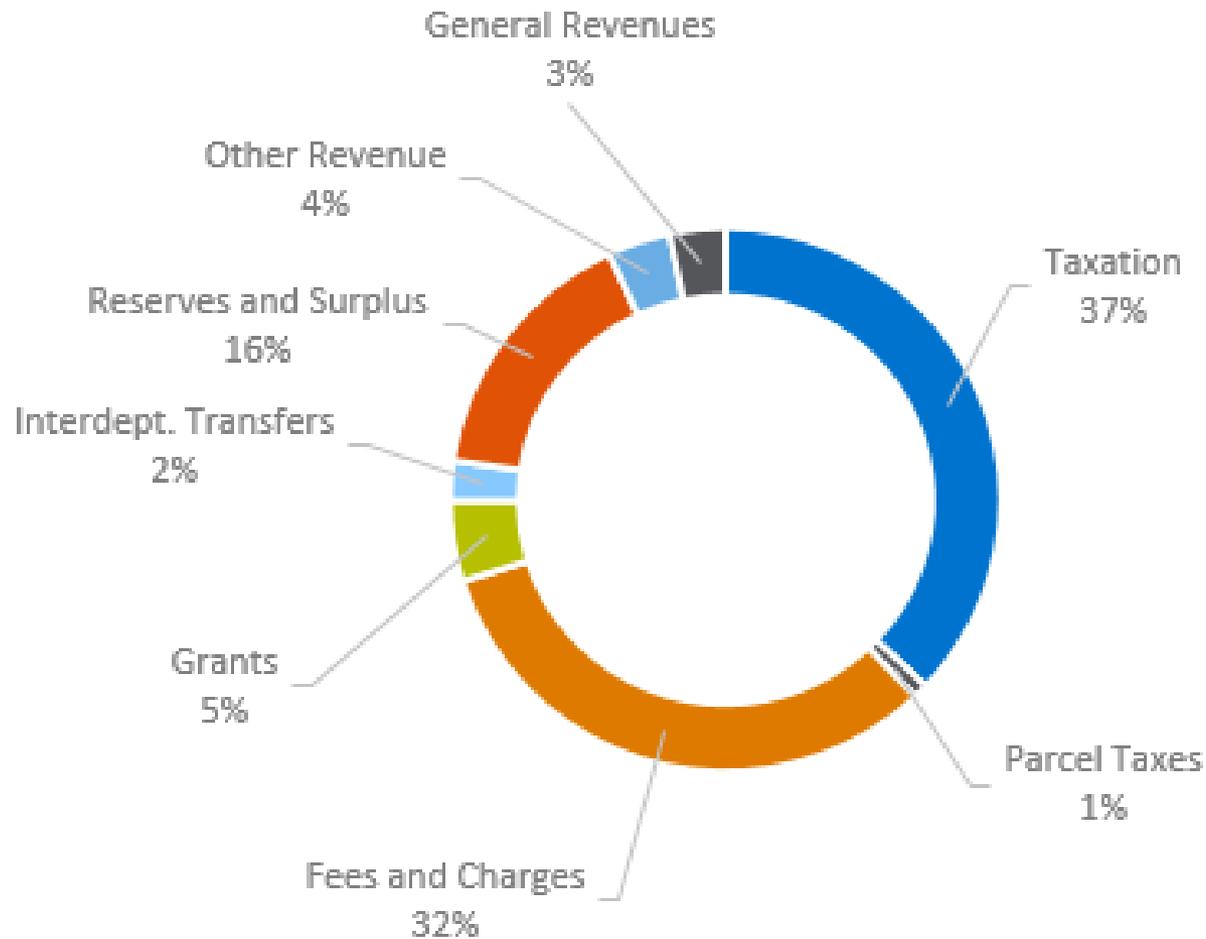
Increase from 2017

44,940

2018 budget summary

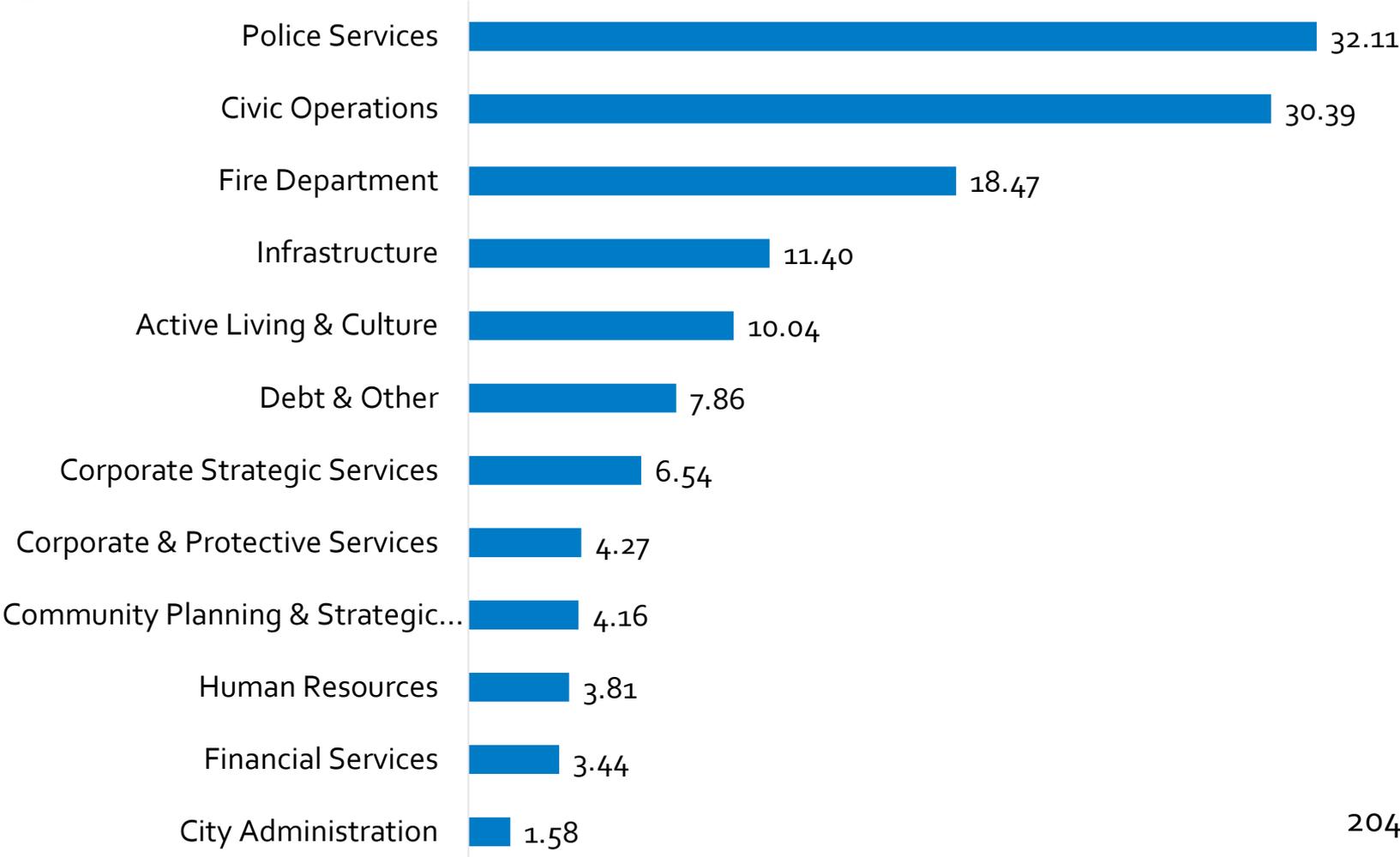
2017 decisions	\$ 0.5 M
2018 operating budget	<u>6.9 M</u>
Operating change	7.4 M
2018 tax capital	0.04 M
New construction revenue	<u>(2.85)M</u>
New taxation demand	\$4.6 M
Fire Department	1.59%
Other	2.00%
Net property owner impact	3.59%

Total revenue \$362.5M



Operating (general fund)

\$134.1M



2017 capital summary

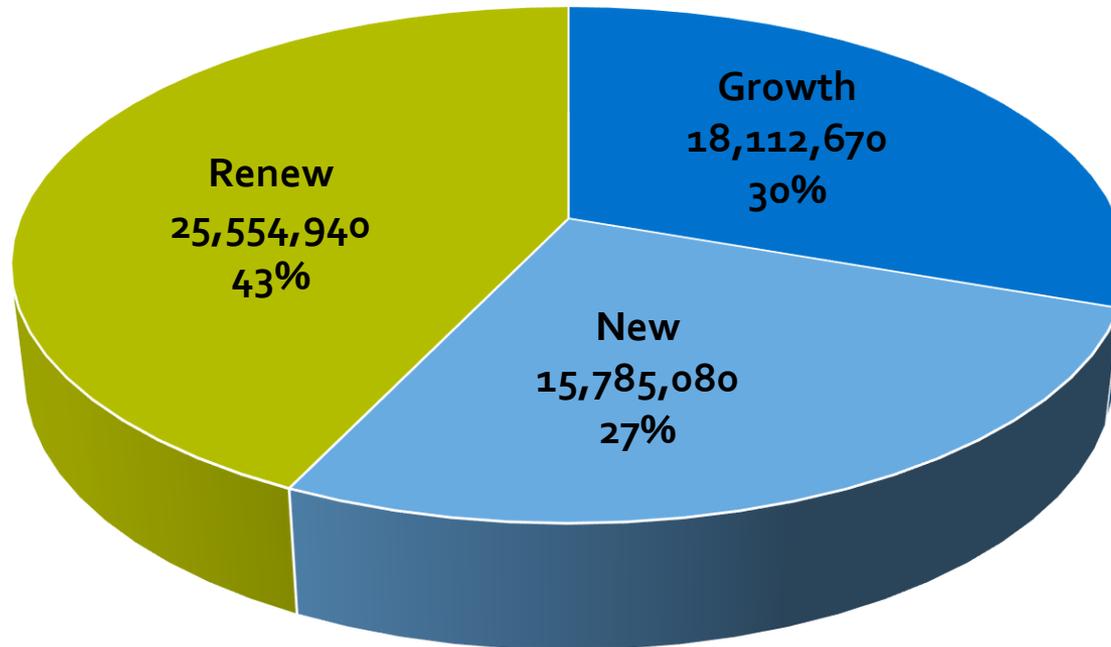
2018 Capital Process

- Call Letter May 5
- 10-Year Capital Plan sets 1st draft of 2018 Capital Plan June 12
- Managers Add/Edit Projects up to deadline June 19
- Divisional Meeting #1 June 21
- MBL Analysis & Prioritization July 10-14
- Divisional Meeting #2 July 19
- Project Cost Estimating July 28–Aug 25
- Complete Work Plan Entries Aug 25
- Submit to Finance Sep 8
- City Manager Review Oct 17-18
- Council Review Dec 14

Capital Budget Comparison

Measures	2015	2016	2017	2018
Total Projects (P1)	117	106	103	105
Capital Budget	\$92M	\$45M	\$64M	\$59.5M
Total Taxation	\$12.7M	\$12.0M	\$12.2M	\$12.2M
Grants	\$8.4M	\$3.3M	\$1M	\$100k
Big Projects	John Hindle, Lakeshore Rd, Heritage, Airport Expansion	Roads Resurfacing, Ethel Street AT, Land Purchases, Asset Renewal	Parks, Street Lights Asset Renewal	Parks, Roads Resurfacing, Information Services, Asset Renewal

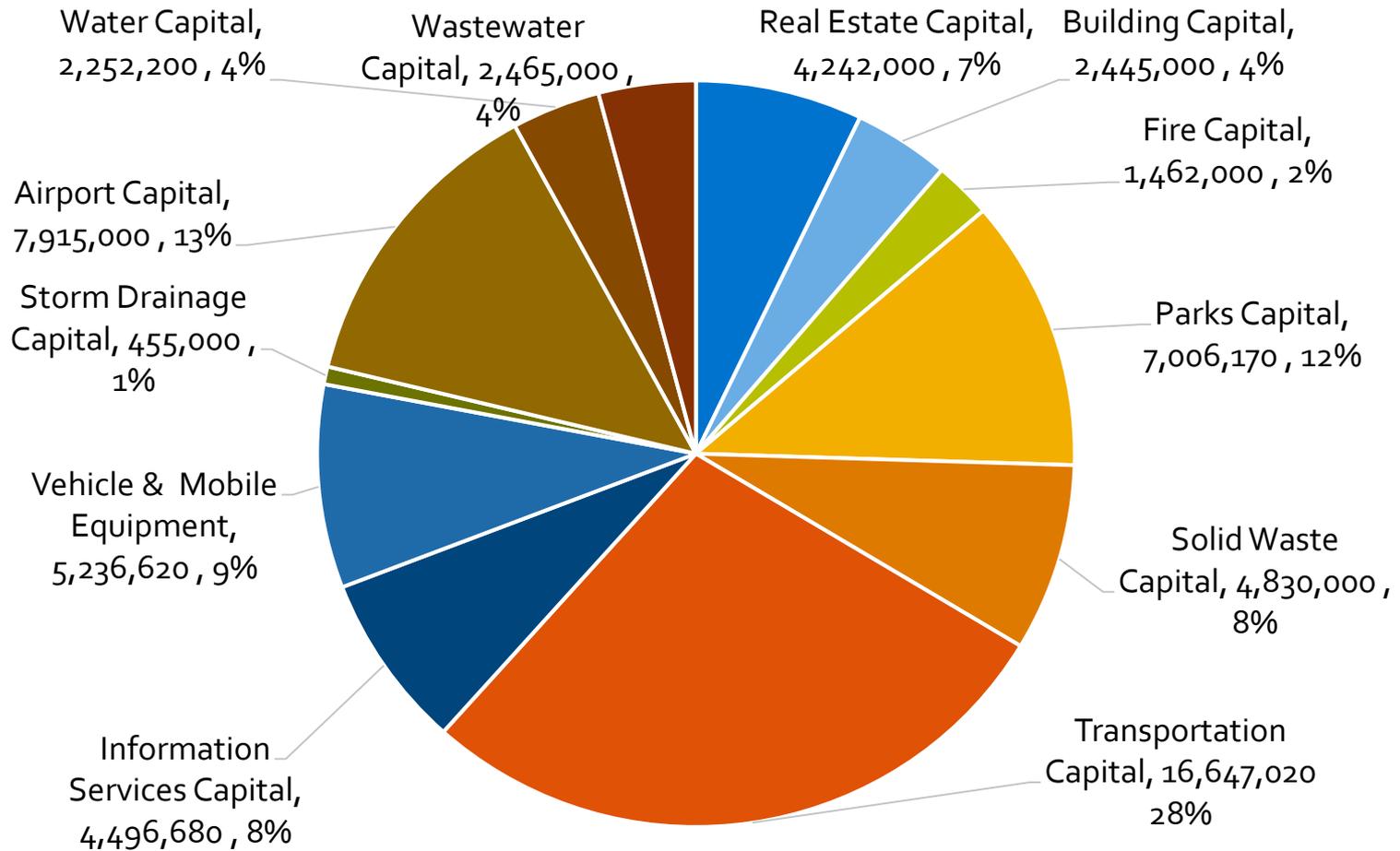
Infrastructure Value by Category



P1 REQUESTS = \$59.4 M

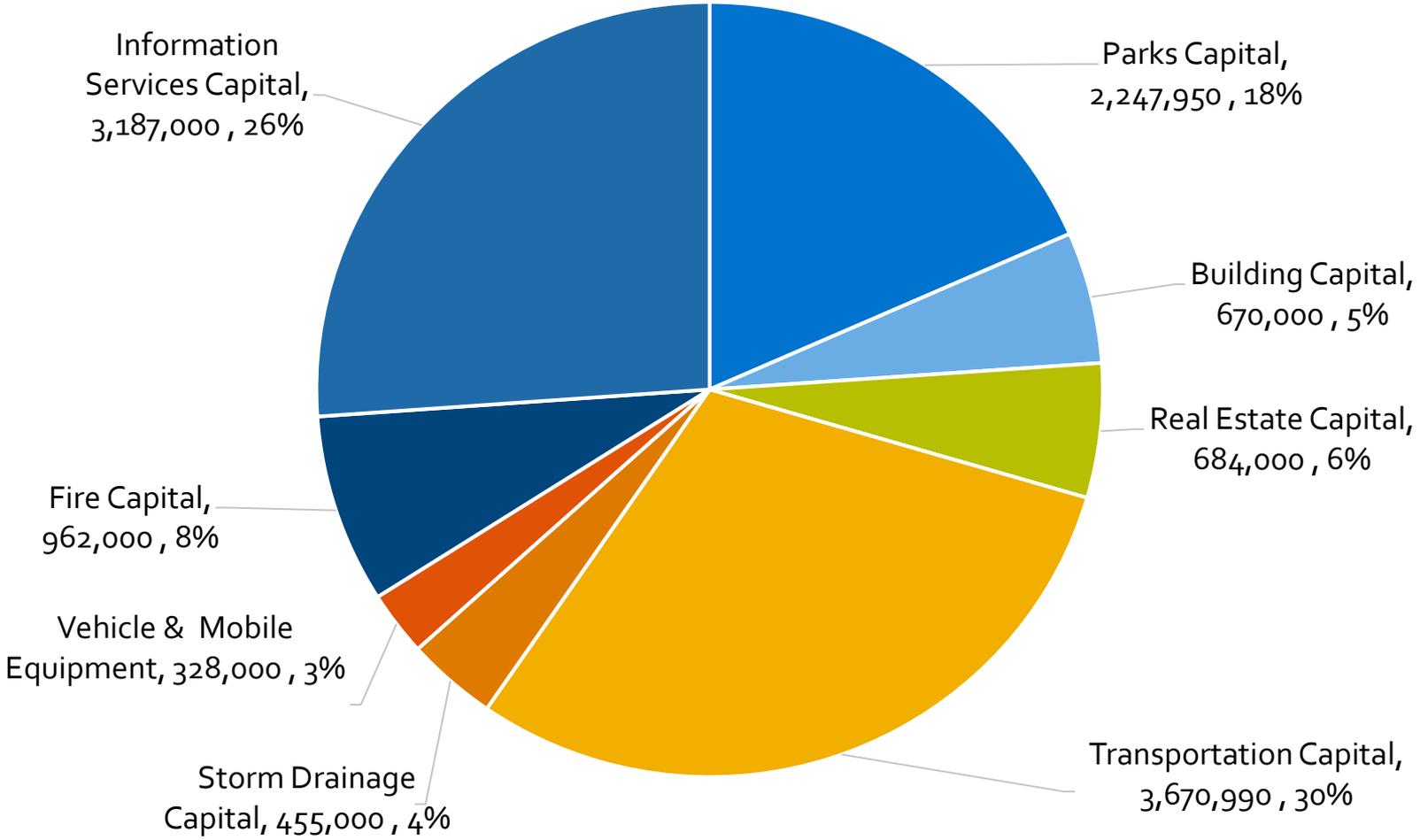
- *New Capital* - infrastructure required to support enhanced service levels,
- *Growth Capital* - infrastructure required to accommodate growth,
- *Renewal Capital* - infrastructure that replaces or renews existing assets.

2018 Capital Requests



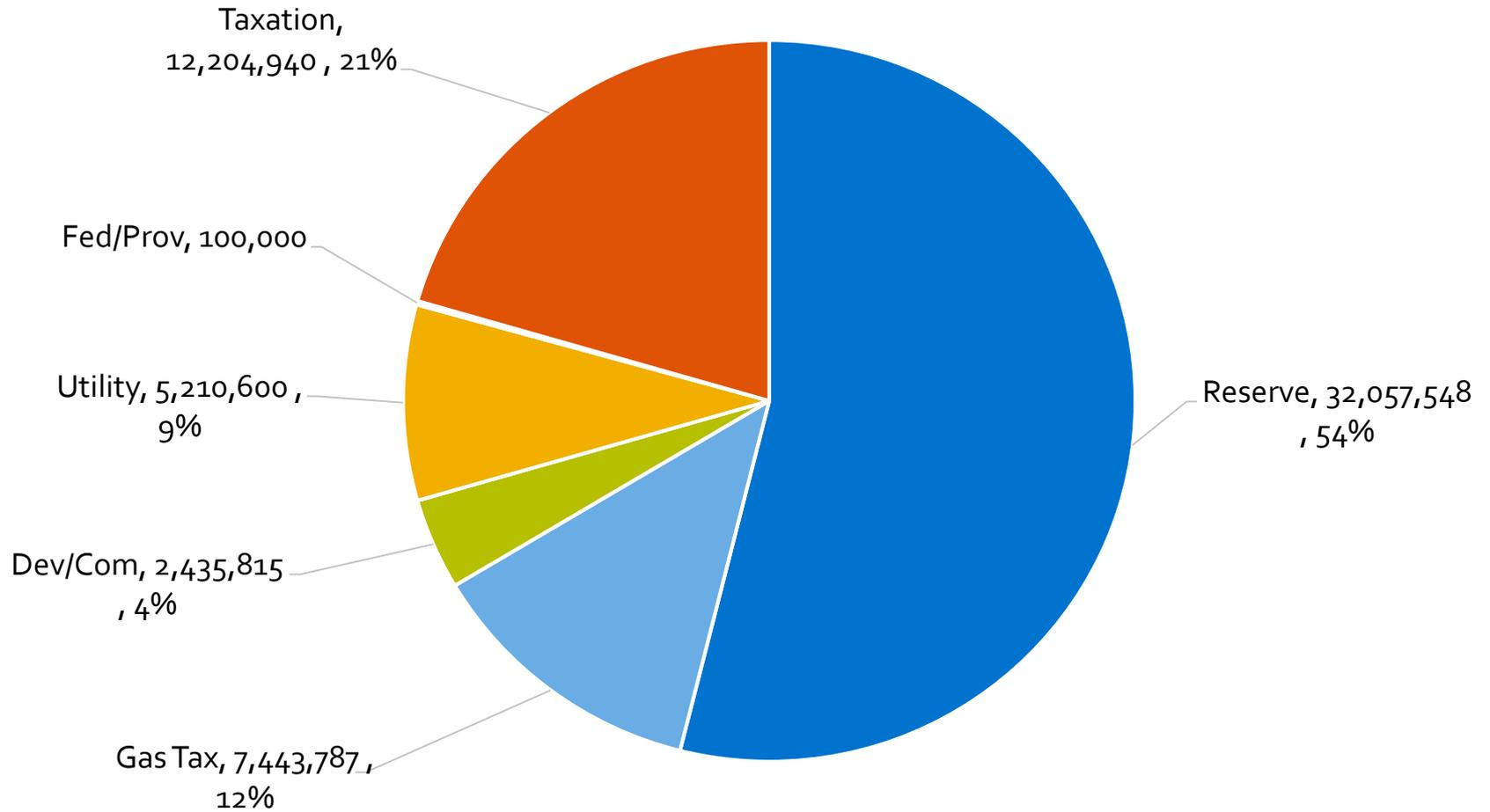
P1 REQUESTS = \$59.4 M

2018 Taxation



P1 TAXATION = \$12.2 M

2018 Capital Funding Sources



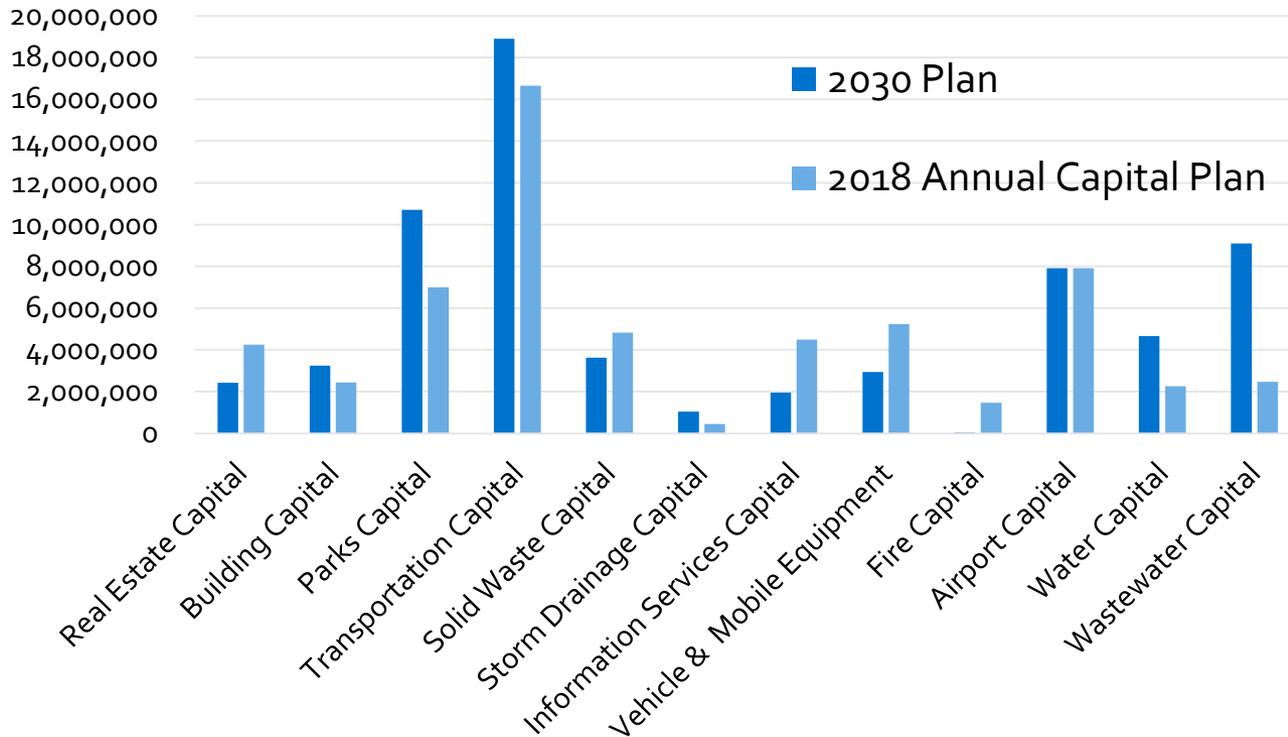
P1 FUNDING = \$59.4 M

Infrastructure Investment

2018 Annual Capital plan

vs.

2030 Infrastructure Plan



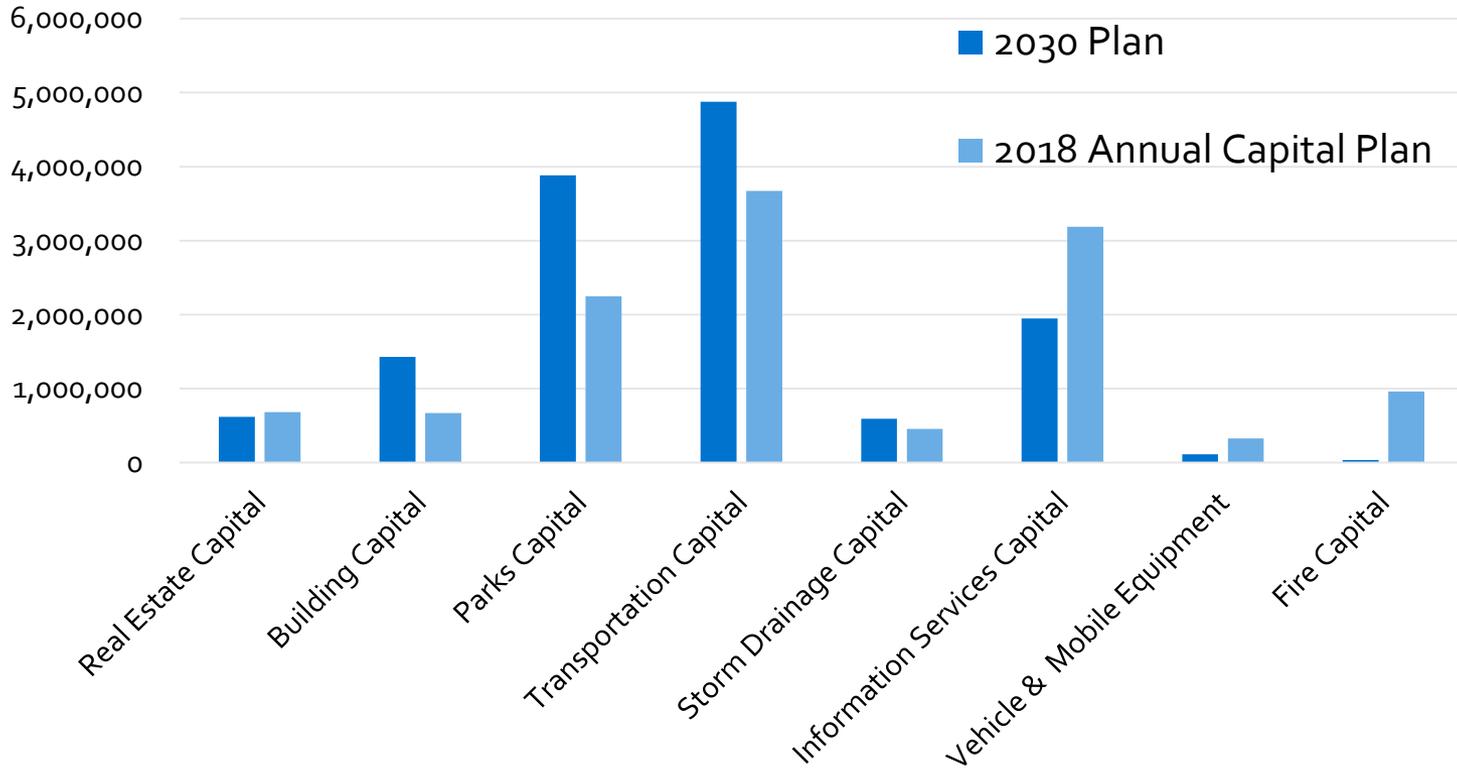
P1 REQUESTS = \$59.4 million

2018 Taxation

2018 Annual Capital Plan

VS.

2030 Infrastructure Plan



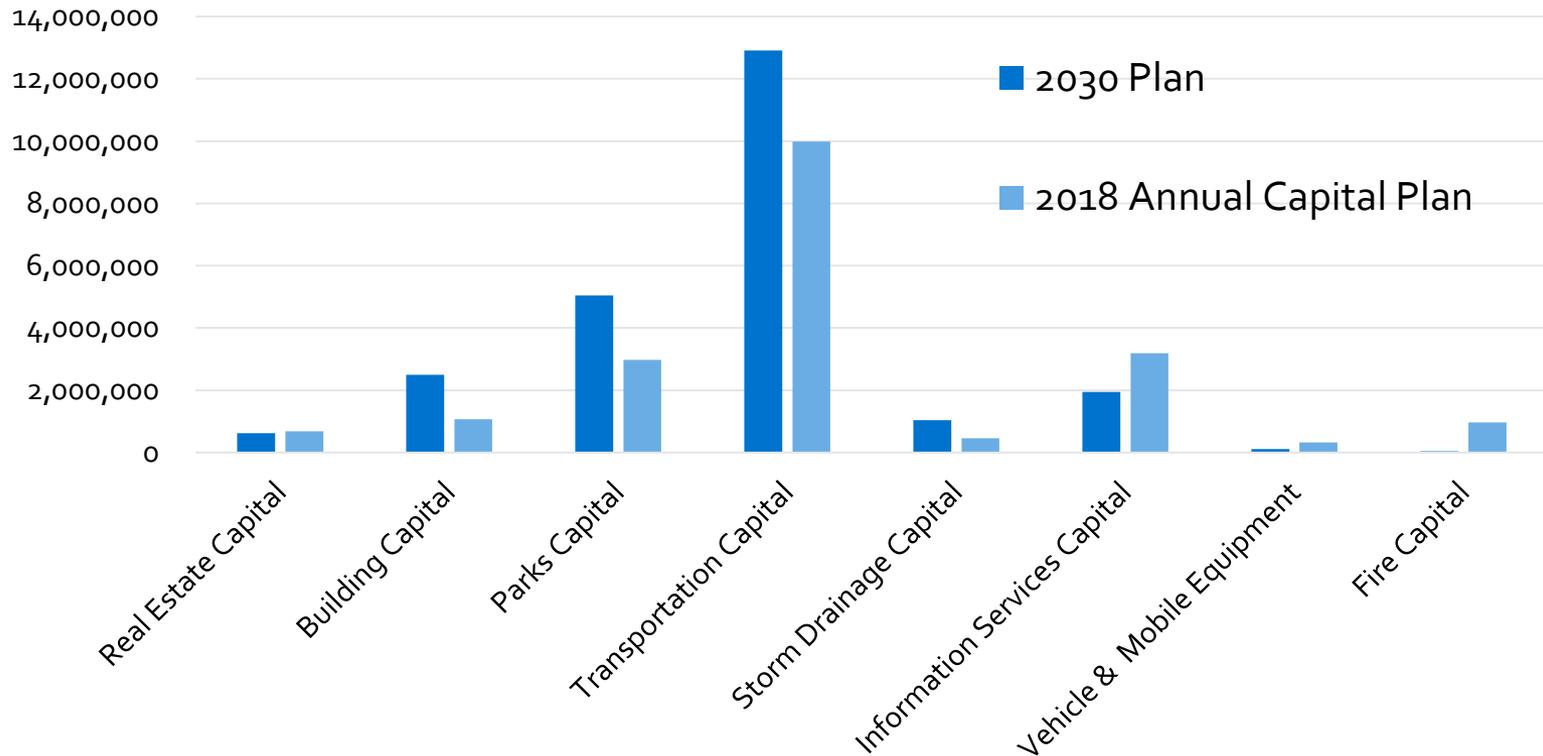
P1 REQUESTS = \$12.2 million

Taxation and Gas Tax Funding

2018 Annual Capital Plan

VS.

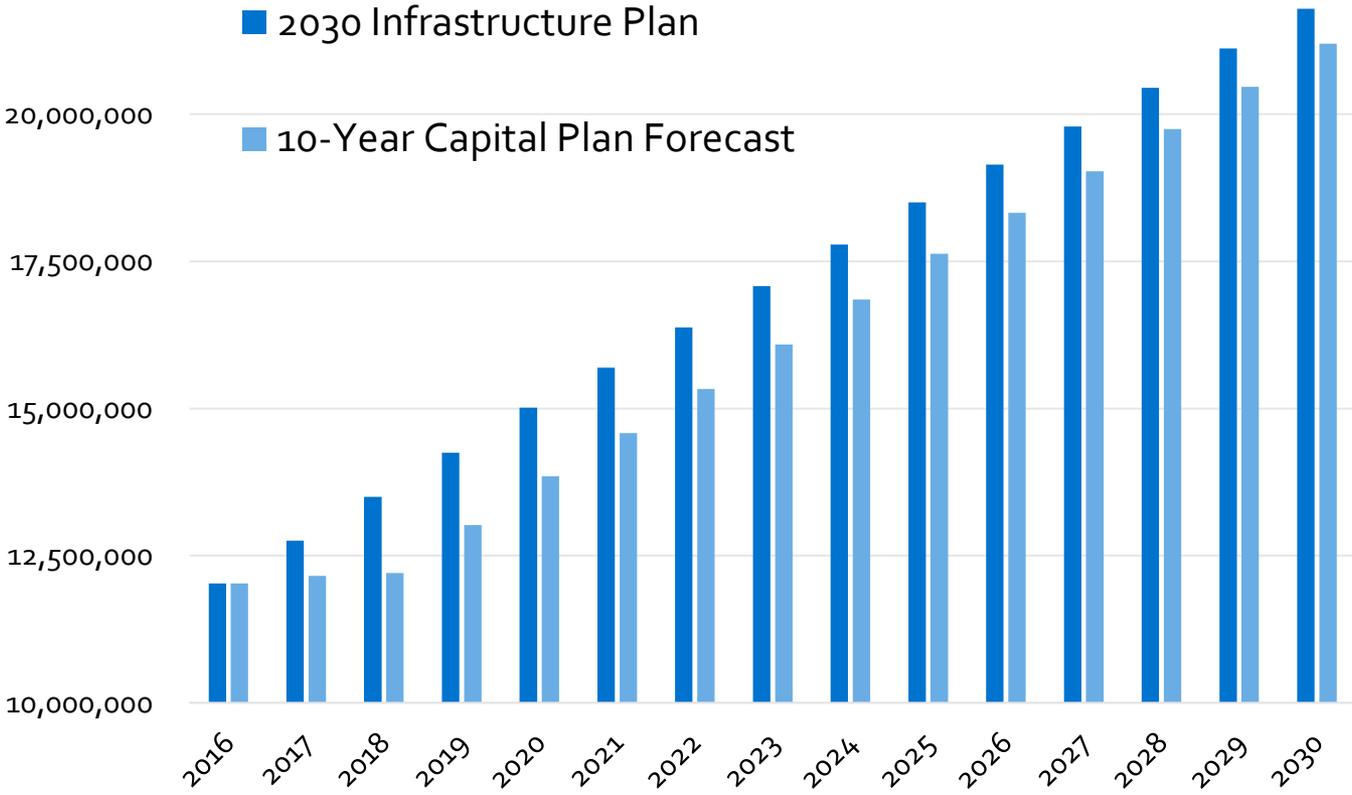
2030 Infrastructure Plan



P1 REQUESTS = \$19.6 million

Taxation Comparison

Annual Capital plan vs. 2030 Infrastructure Plan



Other municipal funds

- ▶ Water utility
- ▶ Wastewater utility
- ▶ Natural Gas fund
- ▶ Kelowna International Airport

Water utility

Revenue

\$13.9 M

Operating Cost

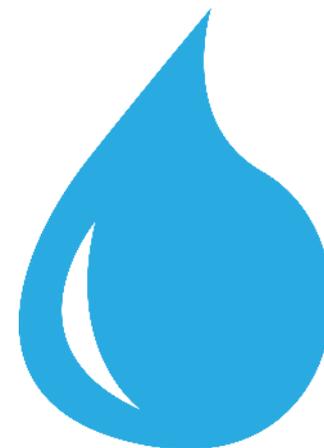
\$9.9 M

Capital Program

\$2.0 M

Planned Surplus

\$1.9 M



Wastewater utility

Revenue

\$24.5 M

Operating Cost

\$19.3 M

Capital Program

\$2.4 M

Planned Surplus

\$2.8 M



Natural Gas

Revenue

\$4.0 M

Operating Cost

\$4.0 M

Capital Program

\$0.0 M

Deficit

(\$16k)

Airport

Revenue

\$40.4 M

Operating Cost

\$19.8 M

Capital Program

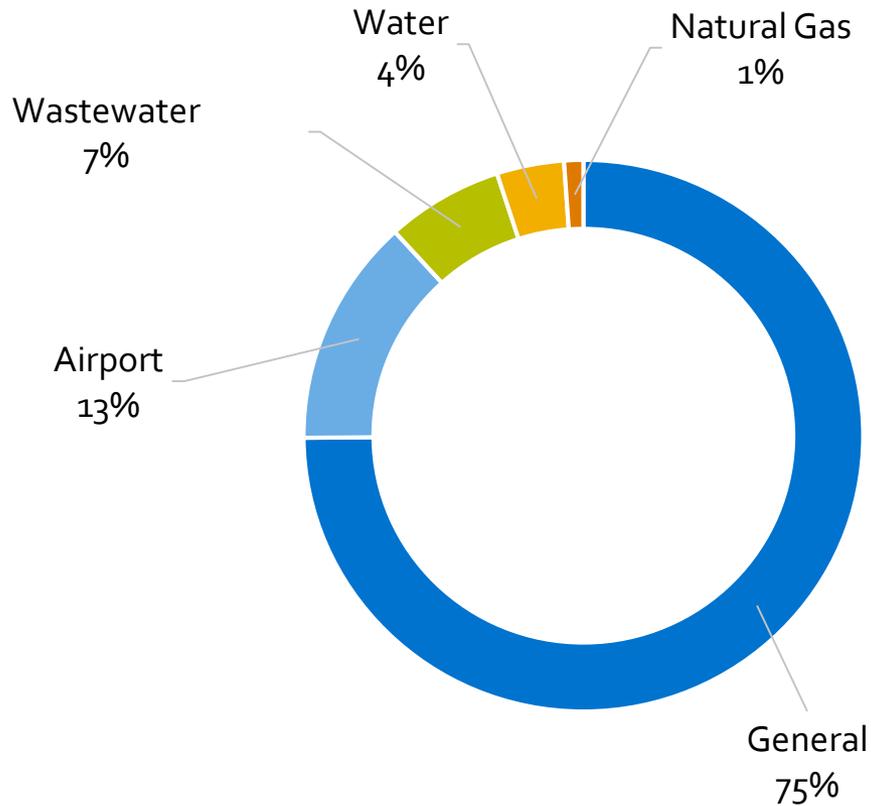
\$7.9 M

Planned Surplus

\$12.7 M

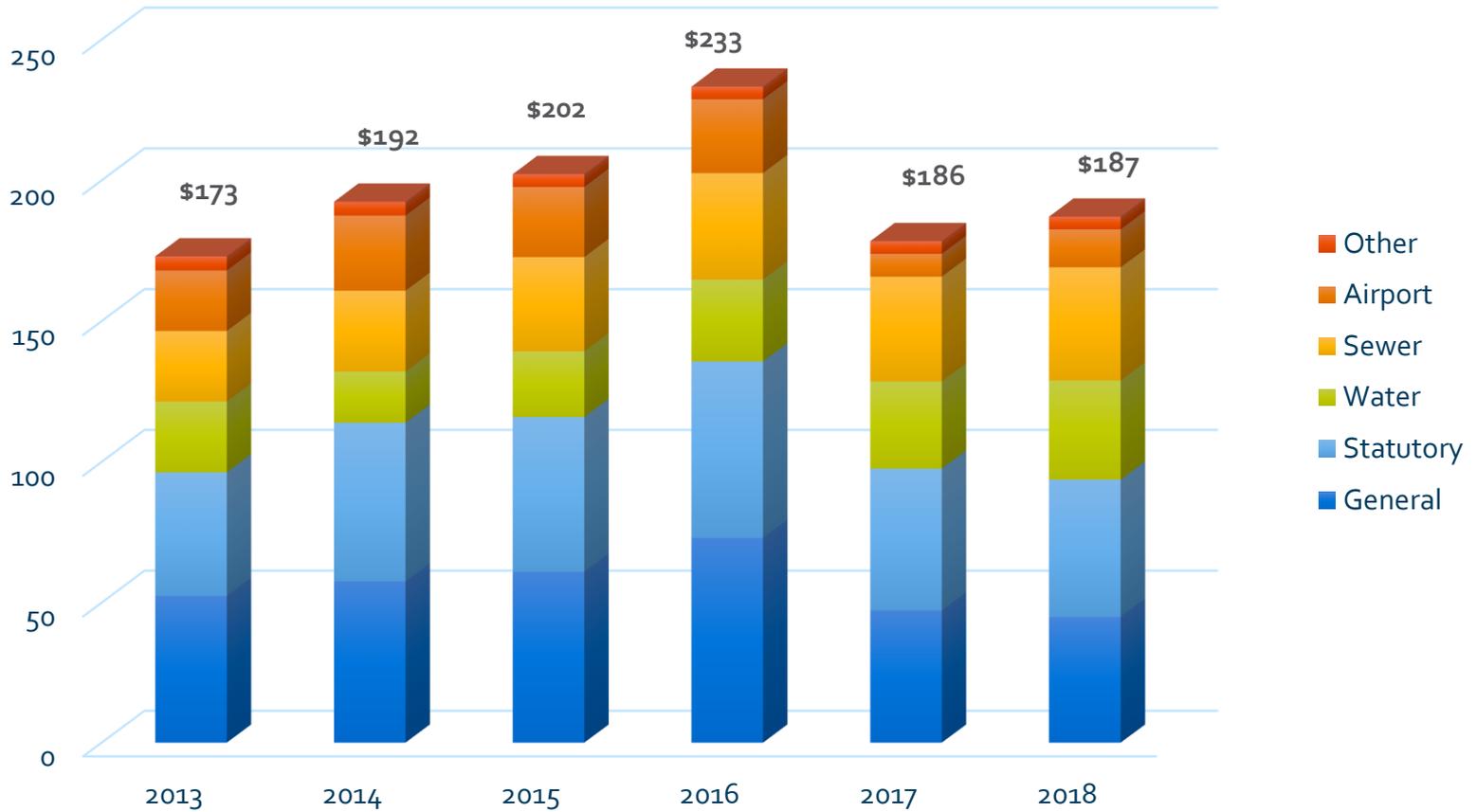


Expenditures (by fund) \$362.5M

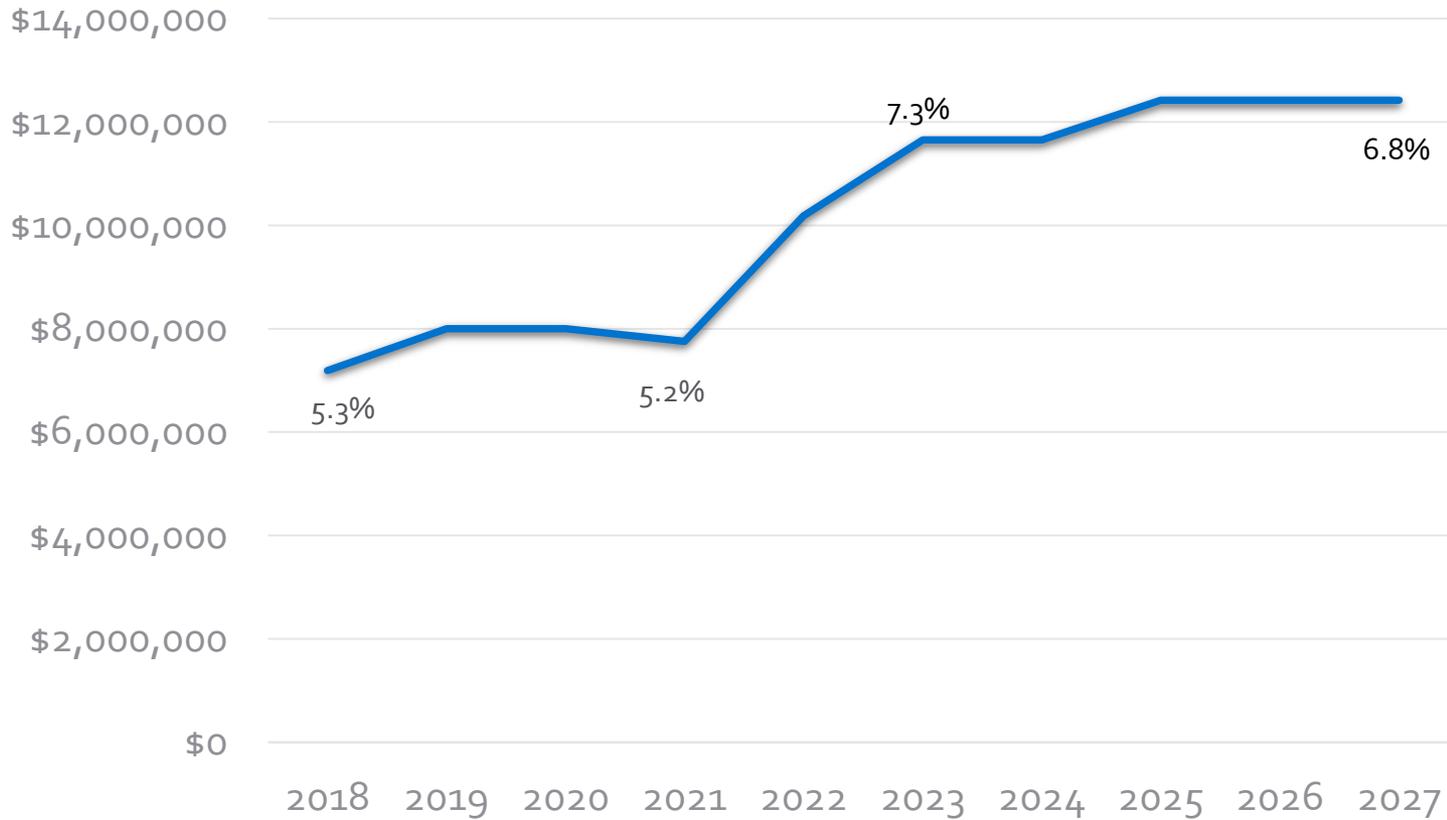


Reserves & debt

Reserve balances *(millions)*



General fund debt

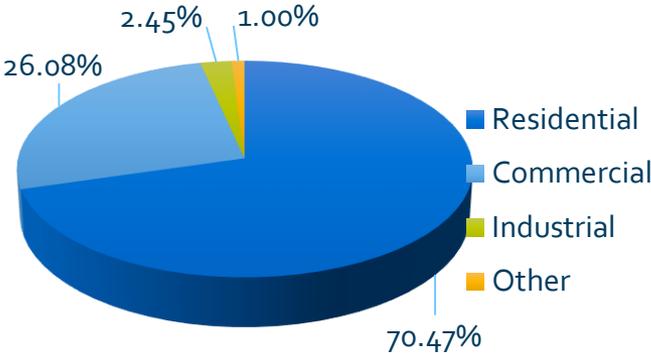
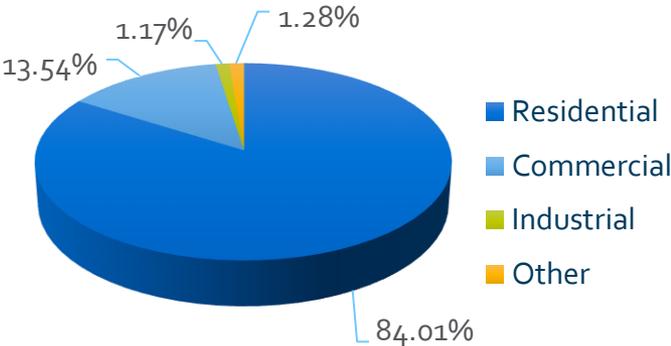


Assessment & tax

Assessment & taxation revenue

Assessment \$35.4B

Revenue \$134.5M

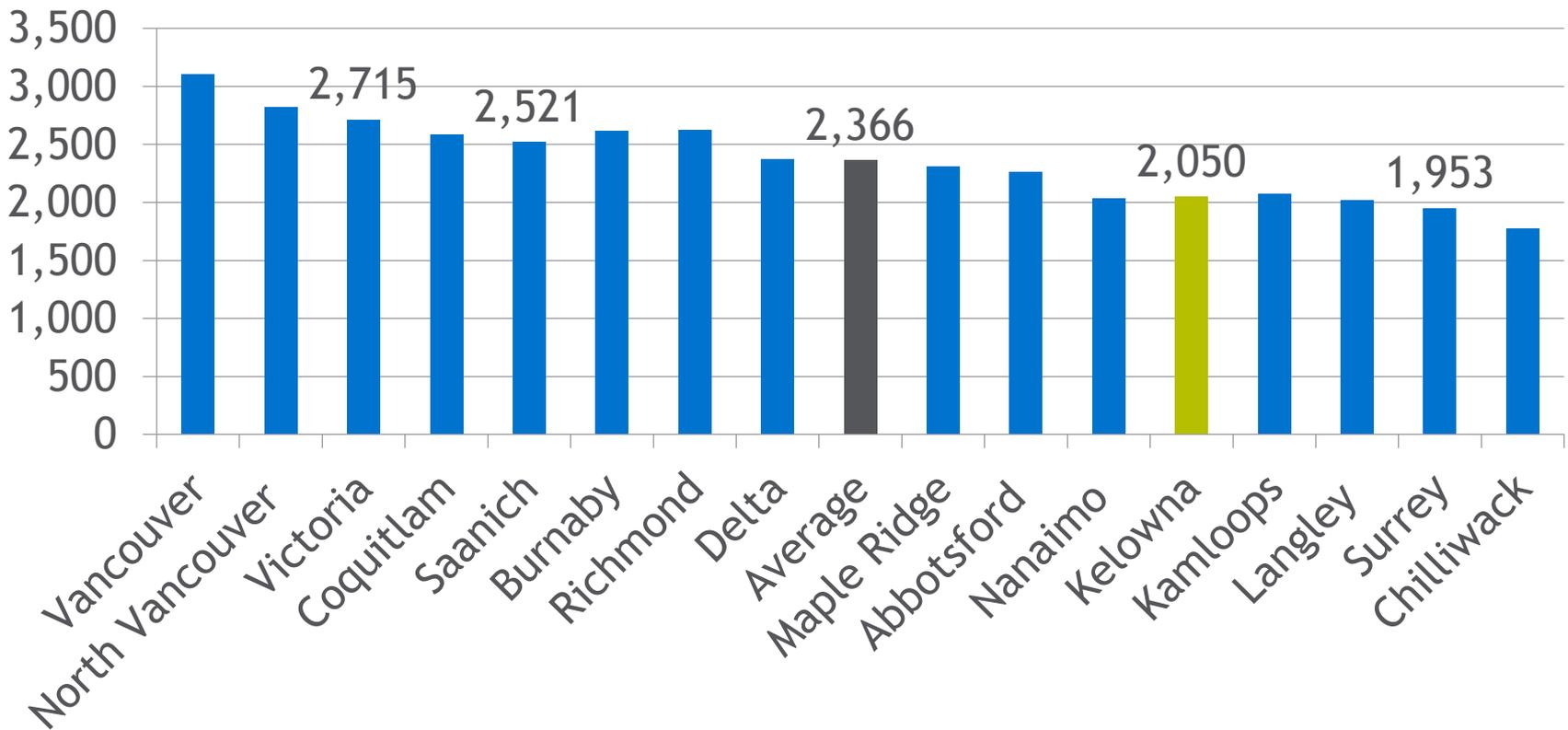


Taxation impact

- ▶ Average Single Family Home assessed at \$639,720
- ▶ Municipal Tax estimated at \$2,009 for 2018
- ▶ Increase approximately \$70 year or \$6 month

2017 tax information (> 75k)

Property tax (\$)



2018 Financial Plan review

Dec. 14, 2017 @ 9 a.m.
Council Chambers





Questions?

For more information, visit kelowna.ca/budget

#KelownaBudget

Report to Council



Date: December 11, 2017
File: 1840-30
To: City Manager
From: Andrew Gibbs, Senior Project Manager
Subject: Okanagan Rail Trail - Status Report

Recommendation:

THAT Council receives for information, the report from the Interjurisdictional Development Team dated December 11, 2017, with respect to the Okanagan Rail Trail - Status Report.

Purpose:

To provide Council with a status report on the Okanagan Rail Trail project.

Background:

STATUS OF TRAIL DEVELOPMENT BY JURISDICTION

Construction work is proceeding briskly, supported by a broad team of professionals. Since the last status report (September 2017) the following work has been completed or is underway:

Regional District of North Okanagan (RDNO)

- Scaling and removal of loose rock from steep rock slopes complete. Rock containment measures to be completed.
- 12km of trail construction (i.e. trail widening, subgrade prep, and aggregate placement and compaction) completed, from the south boundary of Area 'B' to Mile 88. Cleanup and final shaping of this section scheduled for December.
- Installation of trail crossing of Kickwillie Loop Road and Kekuli Park boat launch scheduled for December (signs) and line painting (spring).
- Shoreline erosion assessment and recommendations for Kalamalka Lake underway and will be complete by end of December. Erosion protection design, permitting and works to follow in the new year.
- In discussion with CN Rail regarding acquisition of the section of rail corridor north of the Mile 88 marker. Design underway for connection of rail trail from Mile 88 to College Way.

District of Lake Country (DLC)

- Scaling and removal of loose rock from steep rock slopes underway; to be complete by mid-December.
- 5km of trail construction (i.e. trail widening, subgrade prep, and aggregate placement and compaction) completed, from Crystal Waters south to the crossing of Oyama Road.
- Contract awarded for pedestrian improvements to the railway trestle over the Oyama Canal. Materials on order. Construction start in December.
- Extension of contract recently made for construction of another 11km of trail construction, from the Oyama Road trestle to McCarthy Road, excluding the area around Canada Lands. Work also includes road crossings, intersection upgrades and repairs to existing ditches and culverts. Construction completion of this section scheduled for March 2018.
- Shoreline erosion assessment and recommendations for Wood Lake and Kalamalka Lake underway and will be complete by end of December. Erosion protection design, permitting and works to follow in the new year.

Okanagan Indian Band IR#7 (OKIB)

- Addition to Reserve (ATR) process underway.
- Level 2 environmental assessment completed. Level 3 underway.
- Design for rail trail complete.
- Design for pedestrian improvements to railway trestle complete.

City of Kelowna (CoK)

- Vegetation clearing and management completed.
- Award of contract for 7km of trail construction (i.e. trail widening, subgrade prep, and aggregate placement and compaction), from Dilworth Drive to Bulman Road. Work also includes road crossings, intersection upgrades and repairs to existing ditches and culverts. Work expected to start in January and be complete by end of March.
- Scope of work for the 2km Bulman Road to Airport Way section amended to include a utility component (i.e. sanitary sewer force main) in conjunction with construction of the rail trail; funded by Council-approved Kelowna 2017 capital budget. Construction timing subject to MFLNRO review/approval.
- Rail trail crossing of McCurdy Road was completed as part of the Highway 97 6-laning project.
- Pedestrian improvements to the four railway trestles over Mill Creek are complete.

FINANCES

The construction budget of the project remains at its original value of \$7,688,800. The progress of the work is on track with the budget.

As of November 30, 2017, \$5.1 million has been donated, gifted and granted. Approximately \$2.6 million remains to be raised. Construction of the remainder of the trail is contingent on raising the outstanding funds. The Okanagan Rail Trail Initiative (ORTI) has spearheaded the fundraising for the

project. ORTI has launched the gift-a-metre campaign for December and continues to pursue a grant from the Build Canada program.

PERMITS & APPROVALS

A Section 11 Notification was made to the Ministry of Forests, Lands and Natural Resource Operations (MFLNRO) for the entire corridor. As most of the work does not involve activities in or about a stream most of the construction can proceed subject to established provincial regulations, best practices and the comments provided by MFLNRO (e.g. potential rare species, work windows). There are some items of work (e.g. culverts, in stream works, and the 2km section of trail in Kelowna from Bulman Road to Airport Way) that may be subject to a more thorough environmental review and an extended construction start.

Owner staff met with Agricultural Land Commission (ALC) commissioners regarding the project's application to the ALC under Section 6 of their regulations, for use of the corridor for recreation purposes where it is on ALC land. Additional meetings, and a site visit by ALC commissioners, are anticipated in early 2018.

Application for a Heritage Inspection Permit has been submitted to the provincial Archaeology Branch.

GOVERNANCE

A workshop of elected leaders was held on November 24. A number of topics regarding future use, management and development of the corridor were discussed, including but not limited to:

- Confirmation of the vision for a continuous, multi-use, regional rail trail.
- Improved and on-going communication between the jurisdictions, including owner jurisdictions and administrative jurisdictions.
- Coordination of future development, operation and use of the rail trail corridor (e.g. visitor services/facilities, events).
- Opportunity for involvement of external agencies (e.g. fundraisers, tourism associations).
- Formation of an interjurisdictional staff team
- Involvement of and final approval of elected officials in strategy, planning and further development of the rail trail corridor.

The IDT and owner jurisdiction staff were asked to follow up on these items and report back to their respective owner jurisdictions with more detailed information and recommendations for approval.

OPEN HOUSES

In early October an informational open house was held in each community where trail construction was set to about to begin (i.e. RDNO, Lake Country, Kelowna). The majority of attendees expressed eagerness to see completion of the trail and a continuous route. Other issues of note raised by attendees included:

- Provision of future infrastructure and amenities (e.g. parking, washrooms, benches).
- Asphaltting of the entire route.
- Restricting vehicle access to the trail.

- Weed management.
- Timing of rail connection through the IR7 lands at Duck Lake.
- Conflicts between trail users and vehicles at the Coldstream end of the corridor.
- Connection to Lake Country's Main Street.

Internal Circulation:

Alan Newcombe, Divisional Director, Infrastructure
Doug Gilchrist, Divisional Director, Community, Planning & Strategic Investments
Derek Edstrom, Director, Strategic Investments
Kelly Kay, Communications Advisor

Considerations not applicable to this report:

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

Submitted by:

A. Gibbs, Senior Project Manager

Approved for inclusion:



A. Newcombe, Infrastructure Divisional Director

Attachments:

cc:

Report to Council



Date: December 11, 2017
File: 0710-60
To: City Manager
From: Andrew Gibbs, Senior Project Manager
Subject: 2017 Budget Amendment - Okanagan Rail Corridor, Canada 150 Grant Funding

Recommendation:

THAT Council receives for information the report from the Senior Project Manager dated December 11, 2017 regarding the 2017 Budget Amendment for the Okanagan Rail Corridor project;

AND THAT the 2017 Financial Plan be amended to include \$80,000 from the Community Futures Development Corporation of the North Okanagan (Community Futures);

AND FURTHER THAT Council approve the additional expenditure for the Okanagan Rail Corridor project for the purposes of procuring and paying for design and construction services associated with development of the rail trail.

Purpose:

To increase the 2017 budget for the Rail Trail Project to account for additional costs associated with and eligible for Canada 150 Grant funding.

Background:

The City of Kelowna (CoK) is involved in the development of a rail trail along the extant CN corridor between Kelowna and Coldstream, in partnership with Okanagan Indian Band (OKIB), District of Lake Country (DLC) and the Regional District of North Okanagan (RDNO), under the leadership of the jointly commissioned Interjurisdictional Development Team (IDT) for the rail trail project. Additionally, the project is supported by the fundraising leadership of the Okanagan Rail Trail Initiative (ORTI), with the public donations raised being received and managed by the two local foundations (i.e. Central Okanagan Foundation and the Community Futures Development Corporation of the North Okanagan).

In March 2017, the rail trail project received a Canada 150 grant. The grant was applied for on behalf of the project by Community Futures Development Corporation of the North Okanagan (Community Futures). The total value of this grant, for selected project work along the entire corridor, is \$943,000;

funded half from the Canada 150 Program and half from public donations to Community Futures. Of this, \$80,000 is allocated to the City of Kelowna for grant-eligible work within the City (i.e. surveying, archaeology, design, access controls).

The grant was originally set up to be managed and claimed through Community Futures. However, in order avoid having to pay the full goods and services tax and to meet the needs for each local government owner to retain contractors directly and be responsible for the contractual and liability relationship with them, and the inability of Community Futures to do the same, the relationship between the granting agency and the project is being changed. By mutual consent of the IDT, Community Futures and the granting agency, the grant agreement is being amended so that each owner benefitting from the grant (i.e. CoK, DLC, RDNO) can make claims from the grant program for their design and construction costs through Community Futures. Community Futures will still be the primary point of contact with the grant program. The IDT will coordinate the claims of the jurisdictions.

In order to do this, it is necessary to increase the 2017 Budget for the rail trail project to account for the additional eligible costs covered by the Canada 150 grant.

Internal Circulation:

Divisional Director, Infrastructure
Manager, Financial Planning
Director, Strategic Investments
Department Manager, Infrastructure Delivery

Considerations not applicable to this report:

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

Submitted by:

A. Gibbs, Senior Project Manager

Approved for inclusion:



cc: Divisional Director, Infrastructure
Manager, Financial Planning
Director, Strategic Investments
Department Manager, Infrastructure Delivery

REPORT TO COUNCIL



Date: December 11, 2017
RIM No. 1240-20
To: City Manager
From: Policy & Planning Department (MS)
Address: 815 Lawrence Avenue **Applicant:** Margaret Calder
Subject: Heritage Register Request – Addition

Existing OCP Designation: S2RES – Single / Two Unit Residential
Existing Zone: RU6 – Two Dwelling Housing
Heritage Conservation Area: None

1.0 Recommendation

THAT Council supports the addition Lot 3, District Lot 138, Plan KAP 3900 ODYD located at 815 Lawrence Avenue, Kelowna BC, to the Kelowna Heritage Register.

2.0 Purpose

To consider the addition of 815 Lawrence Avenue to the Kelowna Heritage Register.

3.0 Community Planning

Policy and Planning supports the addition of 815 Lawrence Avenue to the Kelowna Heritage Register.

The registration of 815 Lawrence Avenue aligns with the City of Kelowna Heritage Strategy¹ to preserve and protect significant heritage resources through the use of protection tools and heritage planning initiatives. In addition, the Official Community Plan encourages the use of the Kelowna Heritage Register to better plan for heritage properties.

4.0 Proposal

4.1 Background

The Kelowna Heritage Register is an official listing of properties within the community that are identified as having heritage value. Over 200 buildings are currently listed on the Heritage Register and each listing includes a Statement of Significance describing the building's historical, architectural and contextual characteristics.

¹ D. Luxton & Associates Inc., 2016. City of Kelowna Heritage Strategy – Updated 2015.

Properties listed on the Heritage Register may be eligible for the following incentives:

- A Heritage Revitalization Agreement to vary provisions of the City's Zoning and Subdivision, Development and Servicing Bylaws.
- Special treatment under the BC Building Code, which permits equivalencies to current Building Code provisions. Equivalencies allow property owners to upgrade older buildings without requiring strict code compliance, while not compromising strict safety standards.
- Grants for exterior restoration and conservation work under Kelowna's Heritage Grants Program. Grants may cover up to 50% of the cost of the work, to a maximum of \$7,500 every three years.

Inclusion of a property on the Heritage Register does not constitute Heritage Designation or any other form of long-term heritage protection. The existing development potential of a property is not restricted and the owner is entitled to develop the property in accordance with the permitted uses, density and other regulations of the property's existing zoning. Buildings can be altered and may even be demolished, though there are withholding provisions that enable Council and staff to explore other development options with the property owner.

4.2 Subject Property

The "Gurr House" at 815 Lawrence Avenue is a Mid-War vernacular cottage bungalow built in 1920. The property is within the residential North Central neighbourhood and is located between Richter Street and Ethel Street. Central School is found to the west and Harvey Avenue is found to the south. The Heritage Register includes many buildings in Kelowna's North Central neighbourhood, including a number of buildings along Lawrence Avenue listed on the Register.

Key characteristics of the "Gurr House" include the covered front porch spanning the width of the home, the square columns and gabled roof, the concrete block foundation and wood-frame construction. Also unique to the house are the craftsman details such as its shingle cladding, triangular eave brackets and exposed rafter tails. The house includes large multi-paned front windows and a red-brick chimney. It has been well-maintained and retains many original features. Associated landscape features include the early garage, front lawn and mature trees and grape vine.

The architecture of the "Gurr House" is based on local needs and the construction materials of the time and reflects local traditions. The design is defined by the gabled roof with a covered front porch spanning the width of the home and large multi-paned front windows.

The subject property and surrounding neighbourhood are shown below.

Subject Property – 815 Lawrence



Charles James Gurr was born in Brighton, England on January 28, 1892. Charles and his wife Mary Ellen (nee Smith – born in Dublin, Ireland May 23, 1890) came to Kelowna around 1935. They resided in this home at 815 Lawrence Avenue (then called Glenn Avenue). They lived there until their deaths in 1972.

Charles Gurr was a Policeman for over 40 years until his retirement around the mid to late 1950's. In Kelowna, the British Columbian Provincial Police were under contract from the BC Government. The BCPP ceased to exist in 1950 when policing was taken over by the Royal Canadian Mounted Police. Their son Patrick C. Gurr was noted as one of the 96 men rescued when the Trentonian was torpedoed and sunk on February 22, 1945 in the English Channel off Falmouth. Patrick returned to Kelowna and in 1947 was working as an attendant at Victory Motors Ltd. He later married Faye Stewart (daughter of a pioneer family that came to the Okanagan in 1905) and at some point moved his family to Trail B.C., where they owned and operated a hotel. Their daughter, Tessie Hilda Gurr (born February 1, 1918) married Ivan Emslie Murray "Jock", who was the Manager of O.L. Jones Furniture at 513 Bernard Avenue. Tessie passed away in Kelowna June 4, 1993 at the age of 75.

5.0 Policy

5.1 Heritage Strategy²

The City of Kelowna Heritage Strategy outlines policy as noted below.

Heritage Planning

- Continue to preserve and protect significant heritage resources through the use of protection tools and heritage planning initiatives.
- Continue to identify the City’s significant cultural landscapes, archaeological and built heritage resources.

Update Heritage Register

- Continue to prepare Statements of Significance as per the Canadian Register of Historic Places for Heritage Register properties.

5.2 Official Community Plan³

Policy .1 Heritage Register. Use the Kelowna Heritage Register for fully informed decision-making regarding land use of heritage properties.

6.0 Heritage Advisory Committee

The above noted application was reviewed by the Community Heritage Committee at the meeting held on September 21st, 2017 and the following recommendations were passed:

Heritage Advisory Committee September 21st, 2017

Moved by Lorri Dauncey/Seconded by Abigail Riley

THAT the Heritage Advisory Committee recommends that Council support the addition of 815 Lawrence Avenue to the Kelowna Heritage Register.

Carried

Report prepared by:

Melanie Steppuhn, Planner

Reviewed by: James Moore, Long Range Policy Planning Manager

Approved for Inclusion: Doug Gilchrist, Divisional Director, Community Planning & Real Estate

Attachments:

Letter of Request from Property Owner
Recent Site Photos – Lawrence Avenue 815

² D. Luxton & Associates Inc., 2016. City of Kelowna Heritage Strategy – Updated 2015.

³ City of Kelowna, 2015. Official Community Plan, Chapter 5, Objective 5.7 Identify and conserve heritage resources.

Place Description

The Gurr House is a Mid-War vernacular cottage bungalow built in 1920 and located at 815 Lawrence Avenue in Kelowna's North Central Neighbourhood.

Heritage Value

This home's architecture is based on the local needs and construction materials of the time and reflects the local traditions. Defined by the gabled roof with a covered front porch spanning the width of the home and large multi-paned front windows. This welcoming entrance and cozy porch setting reminds us of years gone by, when friends and neighbours would find time to share a cool drink or warm tea in the afternoon, and discuss current happenings around town.

Charles James Gurr was born in Brighton, England on January 28, 1892. Charles and his wife Mary Ellen (nee Smith – born in Dublin, Ireland May 23, 1890) came to Kelowna around 1935. They Resided in this home at 1016 Lawrence Avenue (then called Glenn Avenue). They lived there until their Deaths in 1972.

Charles Gurr was a Policeman for over 40 years until his retirement around the mid to late 1950's. In Kelowna, the British Columbian Provincial Police were under contract from the BC Government. The BCPP ceased to exist in 1950 when policing was taken over by the Royal Canadian Mounted Police. Their son Patrick C. Gurr was noted as one of the 96 men rescued when the Trentonian was torpedoed and sunk on February 22, 1945 in the English Channel off Falmouth. Patrick returned to Kelowna and in 1947 was working as an attendant at Victory Motors Ltd. He later married Faye Stewart (daughter of a pioneer family that came to the Okanagan in 1905) and at some point moved his family to Trail B.C., where they owned and operated a hotel.

Their daughter, Tessie Hilda Gurr (born February 1 1918) married Ivan Emslie Murray "Jock", who was the Manager of O.L.Jones Furniture at 513 Bernard Avenue. Tessie passed away in Kelowna June 4, 1993 at the age of 75.

Character Defining Elements

Key elements that define the heritage character of the Gurr House include its:

- covered front porch spanning the width of the home
- square columns and gabled roof
- concrete block foundation and wood-frame construction;
- Craftsman details such as its shingle cladding, triangular eave brackets and exposed rafter tails;
- internal red brick chimney;
- large multi-paned front windows
- associated landscape features such as the early garage, front lawn and mature trees and grape vine.



Heritage Register Addition 815 Lawrence Avenue

November 27, 2017

Kelowna Heritage Registry

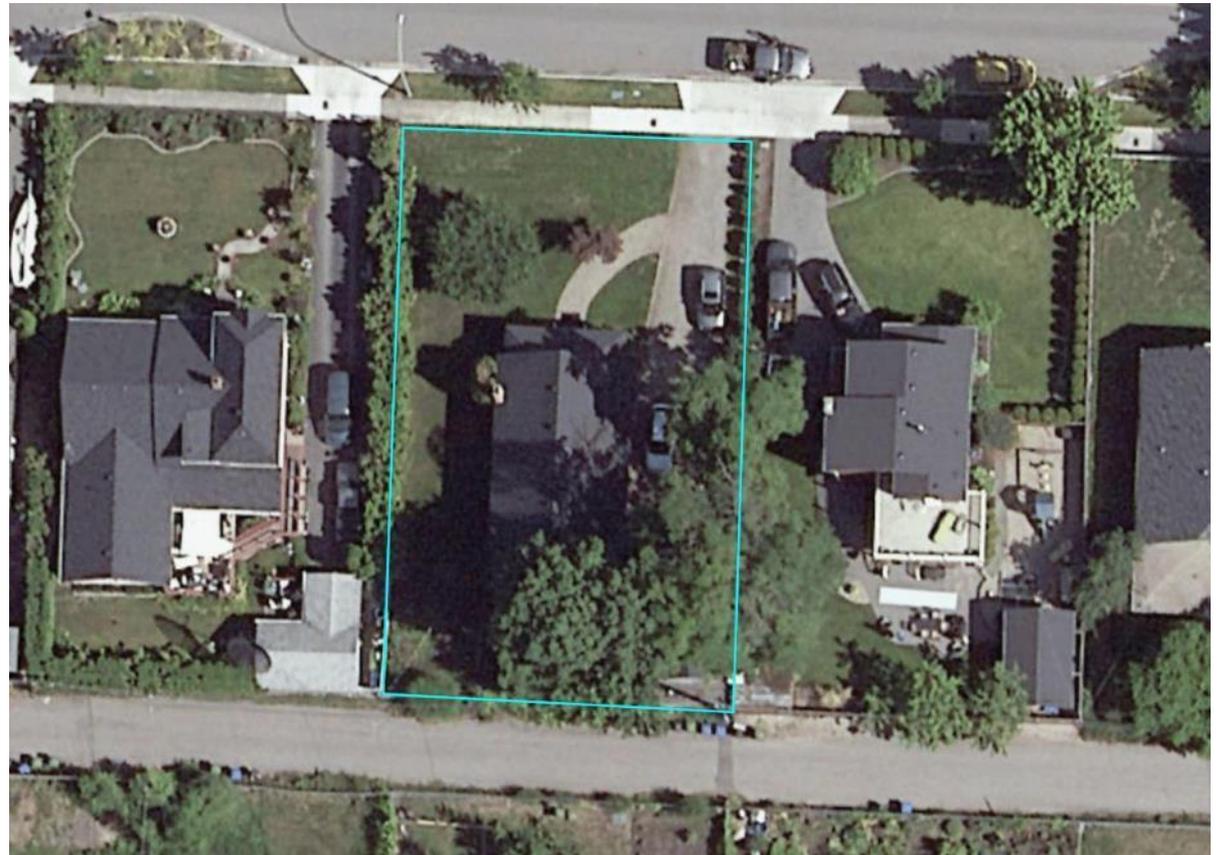
- ▶ Listing of properties with heritage value
- ▶ Statement of Significance
- ▶ Incentives for heritage conservation
- ▶ Not long-term protection

Evaluation Criteria

- ▶ Architectural history
- ▶ Cultural history
- ▶ Context
- ▶ Integrity & condition

815 Lawrence Avenue

- ▶ Gurr House" was built in 1920
- ▶ Mid-War vernacular cottage bungalow





815

815 Lawrence Avenue

Heritage Strategy

▶ Strategy #5

- ▶ Continue to identify the City's significant cultural landscapes, archaeological and built heritage resources

▶ Action # 5.3

- ▶ Continue to prepare Statements of Significance for Heritage Register properties

Official Community Plan

- ▶ Identify and conserve heritage resources
 - ▶ Utilize the Register for decision-making regarding land use of heritage properties

Staff Recommendation

- ▶ THAT Council support the addition of 815 Lawrence Avenue to the Kelowna Heritage Register



Questions?

For more information, visit kelowna.ca.

REPORT TO COUNCIL



Date: December 11, 2017

RIM No. 1240-20

To: City Manager

From: Policy & Planning Department (MS)

Address: 924 Laurier Avenue

Applicants: Margot Pridham
Michael Morrow

Subject: Heritage Register Request – Addition

Existing OCP Designation: S2RES – Single / Two Unit Residential

Existing Zone: RU6 – Two Dwelling Housing

Heritage Conservation Area: None

1.0 Recommendation

THAT Council supports the addition Lot B, District Lot 138, KAP48656 ODYD located at 924 Laurier Avenue, Kelowna BC, to the Kelowna Heritage Register.

2.0 Purpose

To consider the addition of 924 Laurier Avenue to the Kelowna Heritage Register.

3.0 Policy and Planning

Staff supports the addition of 924 Laurier Avenue to the Kelowna Heritage Register.

The registration of 924 Laurier Avenue aligns with the City of Kelowna Heritage Strategy¹ to preserve and protect significant heritage resources through the use of protection tools and heritage planning initiatives, as well as the Official Community Plan that encourages the use of the Kelowna Heritage Register for heritage properties. Properties on the registry may be eligible for a number of incentives, including grants for exterior renovation and conservation under Kelowna's Heritage Grants Program.

4.0 Proposal

4.1 Background

The Kelowna Heritage Register is an official listing of properties within the community that are identified as having heritage value. Over 200 buildings are currently listed on the Heritage Register and each listing

¹ D. Luxton & Associates Inc., 2016. City of Kelowna Heritage Strategy – Updated 2015.

includes a Statement of Significance describing the building's historical, architectural and contextual characteristics.

Properties listed on the Heritage Register may be eligible for the following incentives:

- A Heritage Revitalization Agreement to vary provisions of the City's Zoning and Subdivision, Development and Servicing Bylaws.
- Special treatment under the BC Building Code, which permits equivalencies to current Building Code provisions. Equivalencies allow property owners to upgrade older buildings without requiring strict code compliance, while not compromising strict safety standards.
- Grants for exterior restoration and conservation work under Kelowna's Heritage Grants Program. Grants may cover up to 50% of the cost of the work, to a maximum of \$7,500 every three years.

Inclusion of a property on the Heritage Register does not constitute Heritage Designation or any other form of long-term heritage protection. The existing development potential of a property is not restricted and the owner is entitled to develop the property in accordance with the permitted uses, density and other regulations of the property's existing zoning. Buildings can be altered and may even be demolished, though there are withholding provisions that enable Council and staff to explore other development options with the property owner.

4.2 Subject Property

The house at 924 Laurier Avenue is a front-gable house that staff understands was built in 1908 by James Kincaid. The property is within the residential South Central neighbourhood and is located between Ethel Street to the west and Gordon Drive to the east. Harvey Avenue is found to the north.

The Heritage Register includes many buildings in the South Central area, though three homes in the vicinity are listed on the Register – one at 1730 Ethel Street, one at 1788 Ethel Street and other at 911 Borden Avenue.

The subject property and surrounding neighbourhood is shown below.

Neighbourhood Context: 924 Laurier



The house is a front-gable house that staff understands was built in 1908 by James Kincaid. The Heritage Register includes many buildings in the South Central area, and three homes in the vicinity. Built in 1908, 924 Laurier Avenue, listed as the "Kincaid Residence", was assessed as part of the evaluation that was conducted for the 1983 Kelowna Heritage Inventory. Under this inventory, it was listed as a Class B Building. Key characteristics of the front-gable house ("jerkin roof") include the two dormers on the east and west sides of the house and the large columned verandah with dog-leg staircase. It is the only house on Laurier built with old Kelowna brick.

The documented alterations include a 1938 alteration to upstairs to make six room for rent as well as a 1990 alteration in which the building was moved from the left side of the lot to the right side of the lot. Worth noting, the building has grown incrementally into a complex building.

Early conversion from a single family home to boarding house and then apartments is typical of changes of structures in the area. Although it is not firmly established, the residence is connected to the James Kincaid family. James Kincaid came to Kelowna with his wife Jane "Jean" in 1905. James was a carpenter by trade and may have built the house at 924 Laurier Avenue for the Millie family. Subsequent owners were Josiah Adam Shier and his wife Matlida Kirk who came to Kelowna in 1920 and purchased the property. Josiah

Shier became a member of Kelowna City Council in 1926 and worked for the Irrigation District. For many years the family ran the home as a boarding house. In 1938, the Shier family converted the upstairs into six rooms for rent. For many years since the conversion, under varying ownership, the house has been as a boarding house and other rental purposes.

There are two small decks off the second floor west and north sides of the house. The house was built of old Kelowna brick on the south side with what appears to be cedar siding on the other three sides. The windows are original sash, most of which have had storm windows glued, screwed and painted shut over top. An old style metal rod and chain link fence encloses the west back garden and along the east property line. Associated landscape features include several garden beds, mature trees, and a cedar hedge which encloses the south and most of the west side of the property.

5.0 Policy

5.1 Heritage Strategy²

The City of Kelowna Heritage Strategy outlines policy as noted below.

Heritage Planning

- Continue to preserve and protect significant heritage resources through the use of protection tools and heritage planning initiatives.
- Continue to identify the City's significant cultural landscapes, archaeological and built heritage resources.

Update Heritage Register

Continue to prepare Statements of Significance as per the Canadian Register of Historic Places for Heritage Register properties.

5.2 Official Community Plan³

Policy .1 Heritage Register. Use the Kelowna Heritage Register for fully informed decision-making regarding land use of heritage properties.

6.0 Heritage Advisory Committee

The above noted application was reviewed by the Community Heritage Committee at the meeting held on September 21st, 2017 and the following recommendations were passed:

Moved by Stoke Tonne/Seconded by Brian Anderson

THAT the Heritage Advisory Committee recommends that Council support the addition of 924 Laurier Avenue to the Kelowna Heritage Register.

Carried

² D. Luxton & Associates Inc., 2016. City of Kelowna Heritage Strategy – Updated 2015.

³ City of Kelowna, 2015. Official Community Plan, Chapter 5, Objective 5.7 Identify and conserve heritage resources.

Report prepared by:

Melanie Steppuhn, Planner

Reviewed by:

James Moore, Long Range Policy Planning Manager

Approved for Inclusion:

Doug Gilchrist, Divisional Director, Community Planning & Real Estate

Attachment:

Letter of Request from Property Owner
Recent Site Photos – Laurier Avenue 924

Application for Heritage Register of 924 Laurier Avenue, Kelowna, BC

Kelowna Heritage Resource Inventory - A report to the Kelowna Heritage Advisory Committee December 1983. Robert Hobson, Coordinator.

The residence at 924 Laurier Avenue, listed as "Kincaid Res." is listed as a Class B Building on Page 2 of Table 2 (Evaluation of Class B and C Buildings). Heritage evaluation was 59.93B, built in 1908.

A lifelong resident Charlie Adam, whose mother Ettie Viola Clement was born in Kelowna in 1905 and raised at a house on Borden Avenue, one block south of Laurier Avenue, stated that 924 Laurier Avenue belonged to Henry Herbert Millie who came to Kelowna in 1905. He was an electrical engineer by trade and in that time he started a watch makers business and also a telephone system, the Kelowna Telephone Exchange consisting of eight telephones. He was also the agent for the government telephone and telegraph system. This company was sold to Okanagan Telephone Company about 1912 which later became part of BC Tel and subsequently Telus. He was also on Kelowna City Council starting in 1912. He died in Kelowna in 1917. On page 2 of the Thursday, January 28, 1909 Edition of the "Kelowna Courier and Okanagan Orchardist" there is a listing of local buildings constructed in the previous year 1908. In this article it states that H.H.Millie, had a telephone office and house constructed, total value \$3000.00, the address was not stated. There was no reference to a Kincaid house being built in that year. In the 1913 "W.A.Jeffries' Directory", Henry H. and Carrie Millie were living at Laurier Avenue. In the 1911 Canada Census, H.H.Millie and family were living on Ellis Street.

The connection with the James Kincaid family is not firmly established. James Kincaid came to Kelowna with his wife Jane "Jean" in 1905. James was a carpenter by trade and may have built the house at 924 Laurier Avenue for the Millie family.

In the 1911 Canada Census, James and Jean Kincaid were living on Pendozi (Pandosity) Street. In the 1913 "W.A.Jeffries' Directory", James and Jean Kincaid, carpenter, were living on Glenwood Avenue. This evidence of frequent moving of residence suggests he may have built and lived in a home and then sold it and started again.

James and Jean's son John "Jack" Kincaid, a local school teacher and talented musician, enlisted in WW1 and was killed on September 11, 1918, at the age of 28 years. His name appears on the local cenotaph in City Park.

Subsequent owners were Josiah Adam Shier and his wife Matilda Kirk who came to Kelowna in 1920 and purchased the property at 924 Laurier Avenue. Josiah Shier became a member of Kelowna City Council in 1926 and worked for the Irrigation District. For many years the family, including the daughter Arabella Alice "Belle" Shier ran the home as a boarding house. In 1940, Belle obtained a building permit in order to alter the second floor into suites, adding dormer windows to the west and east roof.

In 1945 William Wilson and Miss A.P. Wilson rented out 6 rooms in the house for which they obtained a trade license from City Hall.

George Arnold in 1950, ran a rooming house with 6 rooms available for occupancy.

In 1957 Estelle Irene Richmond had 5 rooms for rent.

1959 Robert J. Richmond (RR#1, phone number 2-8287) added another room for rent on the main floor. The external stairs on the back east side of the house were relocated to the north side.

In 1984 Soloduko Holdins LTD sold the property to Wenngatz Construction. The rental suites in the house now consisted of: two rooms at the north end of the main floor; two suites of two rooms each and a one room suite on the second floor.

In 1987 Nick Augustino owned the house. He upgraded the heating system and in 1989 a fire escape was added to the second floor bathroom window (east side).

In photos obtained from Kelowna City Hall, sometime prior to the house being moved in 1990, it shows a north addition being removed from the house. It is possible the north deck was added at this time. No record of that was located.

In 1990 the lot was subdivided into two lots of 42.47 feet x 136.51 feet and the house moved to its current location. The original lot size was 85 feet x 136.51 feet. A new foundation with a full basement was added. One of the photos from City Hall shows the original lot with the house on it. There is no basement in this photo.

Bob Groholski owned the house in 1990. A 2 foot x 6 inch door in the east side was closed off. In 1992 a back deck and stairs were added. An office with a sliding glass door opening onto the back deck may have been added at the north-west corner at that time or when the basement was added. No permits were found containing this information.

In 1994 Rudy Kraft was the owner. He added a three room suite in the basement.

In 2004, the property was purchased by Aaron and Tanya McGoran who changed the front exterior stairs and railing from the east end of the front porch to its current west end position. The original front porch prior to the house being moved had a wrap around extension along part of the west side of the house. This can be seen in the old photos. It's unclear when this west side porch was removed, possibly at the time the railing and stairs were changed.

Lidia Schuster, Psychiatrist bought the house in 2011 with the intention of using the main floor rear suite as her medical office. This did not come about and she continued the trend of renting suites/rooms in the house.

At some time a commercial fridge was installed in the kitchen by one of the owners who was a Home Economics teacher at Kelowna Secondary School.

The current owners, Michael Morrow and Margot Pridham purchased the house July 2015. To date, the kitchen has been gutted and renovated as well as the basement suite changed from a bachelor to a one bedroom and rented as a legal suite.

The overgrown weed filled garden beds have been planted with perennials and is a work in progress. A new roof, gutters and windows will need to be upgraded/ replaced in the near future as well as the exterior paint redone to heritage colours. Fencing on the north side of the property will also need replacing at some time and the dead cedar hedge removed and replaced by some type of fencing, perhaps a spit cedar fence in keeping with the original home.

The 924 Laurier Avenue house is one of if not the oldest house on the street. The style of the house is probably Dutch Colonial with a truncated gable roof and two dormers on the east and west sides of the house.

There is a covered porch on the front, south side of the house with two flights of stairs in an "L" shape separated by a landing coming up from the driveway. A large wooden deck off the back, north side has a sliding glass door into the main

floor office (which was a suite), a door into the kitchen and stairs to the west that go down to the back garden and a sidewalk that runs the west and north side of the house to the driveway. There are also two small decks off the second floor west and north sides of the house. The west balcony sits on the roof of the dining room projection which in turn is the roof over the stairs to the basement suite.

The house is built of old Kelowna brick on the south side with what appears to be cedar siding on the other three sides. The wall below the west gable is brick which has been painted white. There are no other houses on Laurier Avenue built of old Kelowna brick. There is a cedar sided non insulated storage room under the main floor office with a door from the west sidewalk.

The original roof of cedar shake is still visible in the attic with shiplap siding all in good condition. The cedar shake roof is covered with 2 layers of asbestos shingles which are badly deteriorating in several areas and in need of replacement.

The windows are original sash, most of which have had storm windows glued, screwed and painted shut over top. Three of the windows on the west and north side of the house are made with a border of green and pink stained glass.

Paint colours include: siding in a rusty red colour; railings deck ceilings, soffits and lattice covering the storage space under the front deck are white; fascia boards and other trim are painted a dark brown.

There are several garden beds surrounding the house as well as a large back lawn. A large walnut tree, which was on the original large lot had to be severely pruned when the house was moved east to its current location as it would have obstructed the house in the new location. Several acacia and maple trees are on the perimeters of the back garden. An old style low metal rod and chain link fencing, (which can be found surrounding many old properties in this area), enclose the west back garden and the full length of the property on the east side. A cedar hedge encloses the south and rest of the west side of the property. A dark brown wooden fence with a large gate, which will allow vehicles into the back garden, stands at the north end of the property.

South
Facing



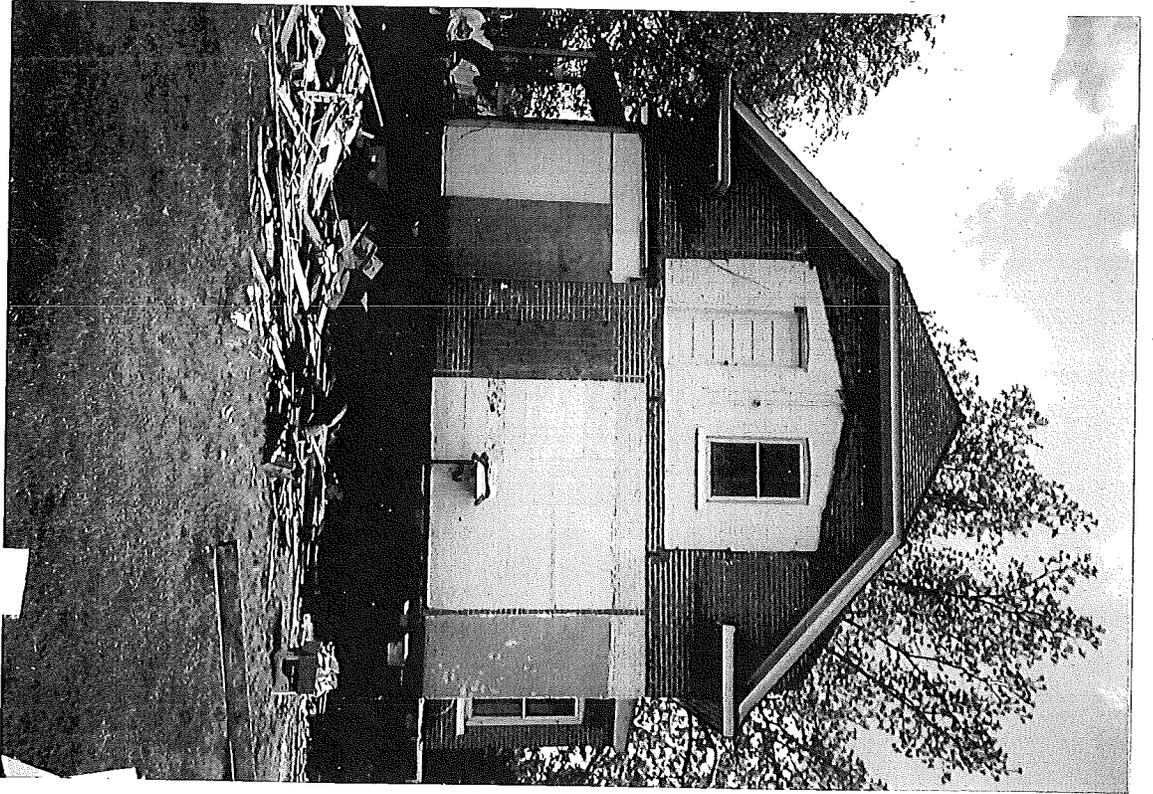
924 Laurier Ave
prior to lot
subdivided -
house moved
east

North
Facing
-back
addition
being
removed.



924 Laurier Ave

South
Facing
- original site



North
Facing
- back
addition
removed

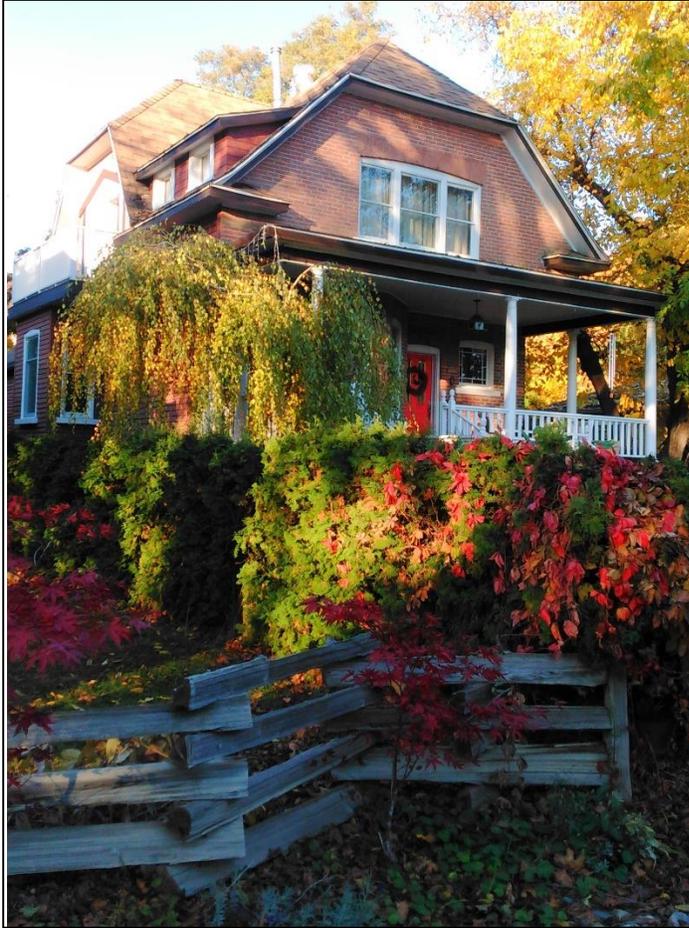


Photo 1. Front Elevation from Laurier Avenue



Photo 2. Rear Elevation from laneway



Photo 3. Front Elevation from Laurier Avenue showing front deck

Heritage Register Addition 924 Laurier

November 27, 2017

Kelowna Heritage Registry

- ▶ Listing of properties with heritage value
- ▶ Statement of Significance
- ▶ Incentives for heritage conservation
- ▶ Not long-term protection

924 Laurier Avenue

- ▶ Built in 1908 by James Kincaid
- ▶ Front-gable house
- ▶ Assessed for 1983 Kelowna Heritage Inventory (Class B)



924 Laurier Avenue

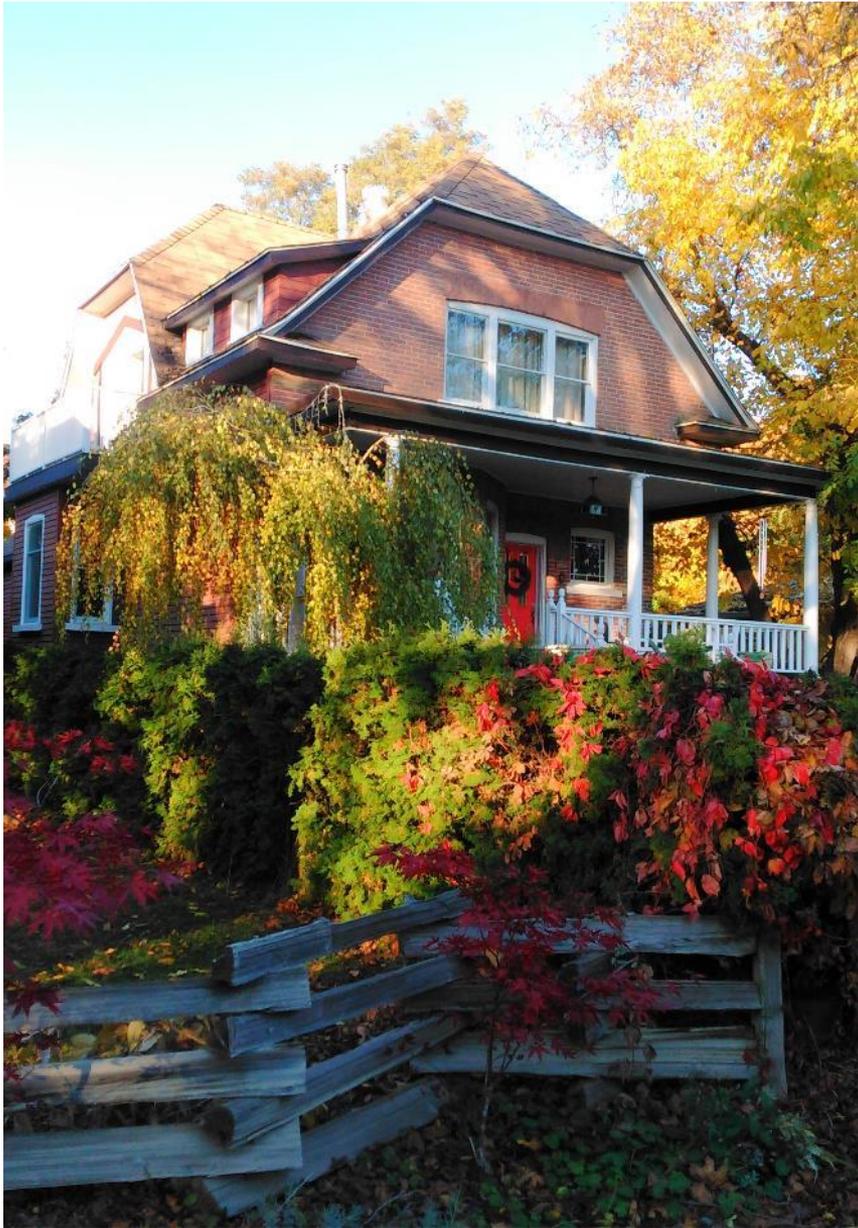
South
Facing

924 Laurier Ave
prior to lot
subdivided -
house moved
east

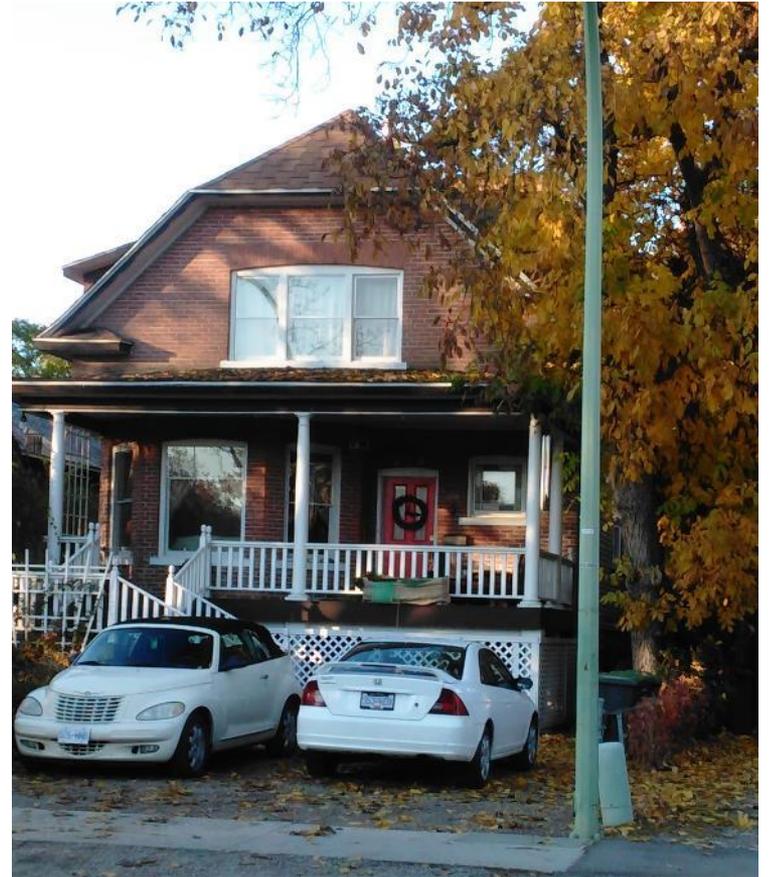


- ▶ “Jerkin roof”
- ▶ Old Kelowna brick
- ▶ Original sash windows





924 Laurier





Heritage Strategy

- ▶ Strategy #5
 - ▶ Continue to identify the City's significant cultural landscapes, archaeological and built heritage resources.
- ▶ Action # 5.3
 - ▶ Continue to prepare Statements of Significance for Heritage Register properties

Official Community Plan

- ▶ Identify and conserve heritage resources
 - ▶ Utilize the Register for decision-making regarding land use of heritage properties

Staff Recommendation

- ▶ THAT Council support the addition of 924 Laurier Lawrence Avenue to the Kelowna Heritage Register



Questions?

For more information, visit kelowna.ca.

Report to Council



Date: December 11, 2017
File: 1862-01
To: City Manager
From: D. Duncan, Manager, Parking Services
Subject: Downtown Area Parking Plan Development

Recommendation:

THAT Council receives, for information, the Report from the Manager, Parking Services, dated December 11, 2017 with respect to development of an updated parking plan for the downtown area;

AND THAT Council directs staff to research, evaluate and bring back to Council for consideration a number of potential options for enhancements and improvements to the parking system;

AND THAT Council directs staff to explore variable parking rate options, including time of day, zone based and/or incremental rates, guided by occupancy and turnover data;

AND THAT Council directs staff to explore further leveraging of technology to improve the customer experience, including additional options for the display of parking availability, a shift toward the use of mobile applications with reduced reliance on pay stations;

AND THAT Council directs staff to continue focusing on a shift away from the City being the primary supplier of off-street parking and explore additional options to encourage private sector investment and participation in the supply of long term parking;

AND THAT Council directs staff to explore options for an alternative monthly parking permit program that will encourage use of alternative transportation modes;

AND FURTHER THAT Council directs staff to explore options for the use of parking revenue to help fund the purchase of land to support alternative modes of transportation including car share, ride share, pedestrian-oriented infrastructure and bicycles in the downtown area.

Purpose:

To provide Council with preliminary information on development of an updated parking plan for the downtown area and obtain endorsement to explore a number of potential options for consideration.

Background:

As part of the City-wide parking management strategy presented in January 2014, Council endorsed five guiding principles for parking management and directed staff to proceed with development of an updated area parking plan for the Downtown area. Staff have now started to develop this updated area parking plan that will build upon previous plans completed in 1991, 2000, 2009-10 and 2015 (Interim). The plan will help deliver on the City's goal of ensuring Kelowna remains a safe, vibrant and sustainable community. Parking management is a key consideration when trying to strike a balance between convenience for citizens and visitors and providing a self-sustaining investment in multi-modal transportation.

Guiding Principles for Parking Management

1. FOCUS ON EXCELLENT SHORT-TERM PARKING

The City will focus on excellent short-term parking management to support higher turn-over while maintaining a governing role in long-term parking solutions.

2. SELF-FUNDED PARKING SYSTEM

The parking system will continue to pay for itself (will operate under a user-pay cost recovery model).

3. CUSTOMER SERVICE AND FAIRNESS

Focus on customer service and fairness in parking practices by providing options, technologies and information.

4. WORK WITH INSTITUTIONS, BUSINESSES AND DEVELOPERS

The City will work with institutions, businesses and developers to plan solutions for parking management.

5. SUPPORT A MORE BALANCED TRANSPORTATION SYSTEM

Parking will be used to support a balanced transportation system. Parking is part of the larger transportation picture.

Parking Management – Best Practice

A target occupancy of 85 per cent is considered industry best practice for on-street parking. At 85 per cent, on-street parking stalls are well used, but maintain availability of 1-2 stalls in each block, allowing drivers to find parking. This also decreases the number of vehicles circling the block searching for parking, reducing traffic congestion and driver frustration. For off-street parking, a higher target occupancy rate of 90 per cent is used to reflect use of these stalls for longer term use. Desired occupancy levels can be achieved using a combination of pricing, time restrictions and enforcement.

Communications & Engagement Summary

Building on the public engagement completed in the City-wide Parking Management Strategy and both the South Pandosy and Hospital Area On-Street parking plans, the following initiatives were used to obtain an understanding of challenges and opportunities pertaining to parking for residents, employees and visitors to the Downtown area:

Initiative	Objective	Level of Engagement
Initial Open House, held in October 2017	Identify parking-related challenges and opportunities	46 Attendees / 22 Exit Surveys
Online Survey*	Gather Feedback from Residents, Employees and Visitors	3,248 Responses*
Meeting with Stakeholders	Gather Feedback	15 Attendees

*A summary of the Community Engagement Survey is included as *Attachment A*

Current Downtown Parking Trends

Parking data from throughout 2017 for the downtown core has been compiled to provide a good understanding of the existing conditions, including:

- On-street parking data from 15,850 vehicles collected between June 2017 and September 2017 using the City's License Plate Recognition vehicle,
- Parkade occupancies from the vehicle counting systems, and
- Manual counts of city owned off-street parking lots on a variety of dates throughout 2017.

Key highlights observed in the parking data include:

- Utilization of on-street parking tends to be highest in the afternoon.
- While some blocks (such as Bernard Avenue and Pandosy Street) often have occupancies exceeding 85 per cent (the level at which parking is well used, but drivers can still find parking), other adjacent blocks were observed to have underutilized capacity (below 85 per cent occupancy).
- Parkade utilization tends to be highest around noon, however both the Library Plaza Parkade and Memorial Parkade typically have available capacity.
- The Chapman Parkade is the busiest parkade but also typically has some capacity.
- With the Library Plaza parkade expansion and the new Memorial Parkade, waitlists for City owned facilities have been significantly reduced/eliminated. Monthly parking permits are available immediately for many privately-operated parking lots.

As illustrated by the data included as *Attachment B* and responses to the online survey (*Attachment A*), there is often a discrepancy between the public perceptions of downtown parking and availability. This divergence identifies an ongoing role for the City to play in informing and educating on parking

availability. The parking data collected will be used when developing recommendations to ensure they are based on actual occupancy/turnover data and identify opportunities to address common misconceptions around parking.

Previously Completed Enhancements

- ✓ Expansion to Library Plaza Parkade added an additional 197 stalls (2016)
- ✓ Construction of the Memorial Parkade – 566 stalls (2017)
- ✓ Residential Parking Permit program policy updated to ensure the number of permits available closer reflects the available street frontage (2013)
- ✓ Installation of vehicle counting systems at the Library and Memorial parkades allow customers to observe how many stalls are available before entering the facilities (2016-2017)
- ✓ Expansion of the PayByPhone system to include all on-street locations and removal of user fee, resulting in a substantial increase in usage (2016)
- ✓ Replacement of pay stations in lots and parkades allowing for a shift to “Pay by Licence Plate” mode, eliminating the need for customers to return to their vehicles after paying (2016-2017)
- ✓ Security Cameras installed throughout the Chapman, Library and Memorial parkades has improved monitoring of undesirable and illegal activities (2015-2017)
- ✓ Major maintenance and rehabilitation at the Library Parkade, constructed in 1995, to ensure its maximum life expectancy can be achieved, included repainting, security and drainage upgrades (2016-2017)

Big Ideas

As part of the Downtown Area Parking Plan update, current on-street and City owned off-street parking regulations (rates, time restrictions, locations, etc.) will be reviewed and optimized in response to current parking trends.

Beyond optimization of existing parking systems, staff want to consider some bigger ideas that may have a substantial long-term impact on parking in Kelowna. The options proposed are consistent with the Guiding Principles and will help ensure the City’s parking program remains sustainable into the future. These options include:

- 1) ***Variable Rates,***
- 2) ***Leverage Technology,***
- 3) ***Privatize Off-Street Parking,***
- 4) ***Alternative Monthly Pass Program, and***
- 5) ***Parking Revenue to Support Alternative Transportation.***

As the parking plan is developed staff will explore each of the options, if directed by Council, more thoroughly and assess which components are most appropriate for Kelowna.

1. VARIABLE RATES

Potential components in Kelowna

- Vary parking prices by time and location to achieve a target on-street occupancy of 85 per cent.
- Increase price differential between parking options:
 - *On-Street* - Highest Price / Hourly Only
 - *Surface Parking Lots* - Medium Price / Hourly and Daily
 - *Parkades* - Lowest Price / Hourly, Daily and Monthly
 - Increase rate gap between on-street and off-street
- Parking rates can go up and down but maintain a minimum floor of 10 per cent above transit rates.
- Progressive rate structure - each additional hour costs more than previous hour (Charge extra vs. Enforcement).
- Consider extended hours of operation (On-street pay parking up to 11pm/7days).
- Review limitations of existing meter technology:
 - Making rate info easily accessible to the public is important.

Context/Relevance

- By varying parking rates by location and/or time citizens can make conscious decisions about where to park depending upon the trade-offs they wish to make regarding convenience versus cost.
- Variable parking rates will encourage some users to park in less popular locations, thus creating capacity in more popular locations for those who are only making a brief stop or who prioritize proximity to their destination.
- Opportunity to manage demand during busier times of day and encourages users to make other travel choices when parking is in greatest demand.
- Progressive rate structures for on-street spaces to encourage a shift of longer stay parking to off-street facilities while relying less on enforcement of time restrictions to manage length of stay, instead letting price influence parking behaviour and encourage turn over.

Case Studies/Examples

- City of Vancouver – In 2016, approved a data driven parking meter program where on-street parking rates are adjusted annually with rates increasing on any blocks where occupancy exceeds 85 per cent and rates decreasing on blocks with occupancies less than 60 per cent. Parking rates during the day and evening period may also be different to achieve the target occupancies.
- City of Kamloops – Downtown On-Street Parking, first two hours are \$1.25/hr, with an optional third hour available for \$2.50. This practice reduces the amount of overtime parking enforcement required. Pay parking in effect Mon-Sat, from 7am - 6pm.

2. LEVERAGE TECHNOLOGY

Potential components in Kelowna

- Continue to enhance real-time info – Ensure it is accessible online and at street level.
- Parking availability info on entry to downtown.
- Ensure that payment systems (including meters/pay stations) can facilitate variable rates.
- Explore payment options for smaller time periods (currently all credit card payments, including PayByPhone are limited 1-hour minimums to cover processing costs).
- Use mobile technology to reduce need to purchase equipment in the future (when equipment reaches end of life, install 1 pay station per block instead of 2).
- App/website for residents to record visitor license plates as an alternative to physical passes.
- Enhance Resident Permit System to allow for online renewals.
- Expand the number, type and locations of Electric Vehicle Charging Stations.

Context/Relevance

- Survey responses indicate that many respondents have a limited appreciation of the availability of parking downtown. Leveraging technology to provide more real-time information would help dispel some of these perceptions and reduce driver frustration when looking for parking.
- Convenience for users by providing greater payment options.
- Payment for shorter increments would encourage users to only park as long as necessary, especially in higher priced “premium” locations.

Case Studies/Examples

- Banff, AB has a well developed parking guidance system that helps direct visitors to available parking and reduces traffic congestion.
- Many Canadian municipalities allow residents and parkers to renew permits online.

3. PRIVATIZE OFF-STREET PARKING

Potential components in Kelowna

- Capitalize upon unused parking in residential/commercial developments.
- Consider allowing use/rental of parking stalls on single family residential properties.
- Pursue a public/private partnership for next downtown parkade.
- Parking rates at City-owned facilities are currently too low to encourage a purely private investment in structured parking - no business case.
- Most privately owned public access surface parking lots are currently located on future development properties and temporary lots are subject to a 3-year time limit. Generally, full build out as stand alone parking lots is not financially feasible.

Context/Relevance

- The recently completed expansion to the Library Plaza Parkade and construction of the Memorial Parkade demonstrates the true cost of constructing structured parking stalls in Kelowna and the revenue required to encourage private sector investment. To recoup

construction costs over 30 years will require approximately \$96 per month/per stall. Ongoing maintenance and operations amounts to another \$25 per month/per stall, resulting in required minimum revenue of \$121 per month/per stall. This amount does not include enforcement, land acquisition, major maintenance, future replacement reserve contribution costs, or profit.

- Blended parkade revenues in 2017 are approximately \$104 per stall/per month, a deficit of \$17 per stall/per month below what is required to support any new construction. This blended amount is a mixture of hourly, daily, monthly and reserved parking revenues.
- There are likely to be many changes in personal transportation with the advent of self-driving vehicles and transportation as a service (i.e. Uber). Opportunities to eliminate or defer significant investment by the City in off-street parking will minimize any risks until the implications of these emerging technologies is better understood.

Case Studies/Examples

- City of Vancouver is currently working towards enabling residential buildings with excess parking in the West End to rent spaces to other West End residents.
- City of Calgary - Stratifying parking stalls and/or the city leasing spaces in private parkades. City maintaining role without liability of owning/operating infrastructure.

4. ALTERNATIVE MONTHLY PASS PROGRAM

Potential components in Kelowna

- Incentivize reduced use of monthly parking passes in City owned facilities.
- Various options are available ranging from elimination to a reduction and cap on the number of permits issued.
- Restrict monthly passes to upper levels in the parkades or in large surface lots only.
- Have users pay on a per day basis until they reach a monthly "cap" (system dependent) to provide an incentive against daily use.
- Maintain monthly parking passes but price at least 20 times the daily rate such that paying daily makes more sense for most people.

Context/Relevance

- The existing monthly parking permit program encourages parking when a parker would normally choose another option as the perception is that they have already "paid" for the space and feel a need to use it. Daily parking provides an incentive to not utilize parking every day.

Case Studies/Examples

- Seattle - Gates Foundation eliminated monthly parking passes for employees and instead charges a daily parking rate. The parking fees are then capped at the monthly market rate for the area.
- City of Calgary - City Transportation Plan limits the amount of long-stay (all day commuter) parking in the Downtown area. The intention is to limit the amount of long-stay parking in favor of increased transit or alternative transportation use. While the overall number of

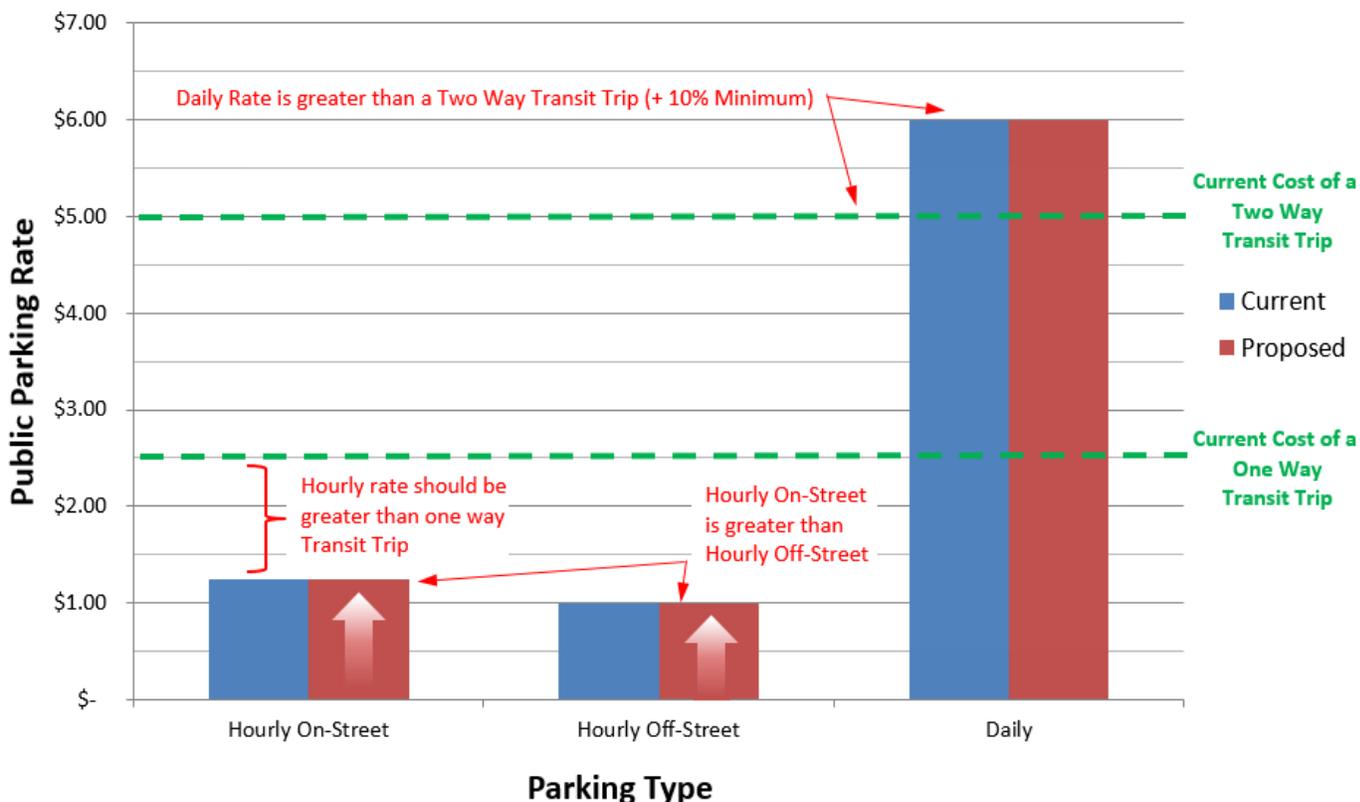
parking spaces will increase with continued development of office space, fewer spaces will be designated for long-stay parking.

5. PARKING REVENUE TO SUPPORT ALTERNATIVE TRANSPORTATION

Potential components in Kelowna

- Return some parking revenue to neighbourhoods by funding the purchase of land for sidewalks and Active Transportation Corridors.
- Purchase land for future loading and charging areas to support ride share, car share, electric cars and self-driving vehicles.
- Increase differential between parking rates and the cost of transit to encourage transit use
- Support expansion of car sharing (standard and one-way) and car pooling.

Context/Relevance



Case Studies/Examples

- City of Vancouver is reporting back to Council on the possibility of doing a participatory-budgeting trial as part of their West End Parking Strategy.
- City of Calgary and a number of other municipalities have significant cost differentials between transit and parking along with well-developed and well-used transit systems.

- City of Portland significantly increased on-street parking rates in northwest Portland and has used the revenue to reduce the need to drive to and from the area.

The following table summarizes how each of the Big Ideas might contribute to the parking Guiding Principles:

		Big Ideas				
		Variable Rates	Leverage Technology	Privatize Off-Street Parking	Alternative Monthly Pass Program	Parking Revenue to Support Alternative Transportation
Guiding Principles	Focus on excellent short-term parking	✓	✓	✓	✓	
	Self-funded parking system	✓		✓		✓
	Customer service and fairness	✓	✓			✓
	Work with institutions, businesses and developers		✓	✓	✓	✓
	Support a more balanced transportation system	✓			✓	✓

OTHER IDEAS

Provide Greater Variety of Parking Options

- Valet Parking – Potential Concession opportunities
- Use pricing differences to encourage use of parkade stalls with limited clearance with slightly higher prices for surface lots that can accommodate oversize/over height vehicles (premium price for larger/higher/more convenient parking?)
- Explore options to enable controlled all day parking on residential streets.

Partner with DKA/Chamber/Neighbourhood Association to Address Perceptions of Parking

- From “I just show up” to “I plan ahead”

- Information that people need to be able to access:
 - Where is parking available
 - Parking rates
 - Allow people to choose convenience vs price
- Use of customer surveys to measure success of programs
- Options for businesses to reimburse customer parking
- Improved wayfinding information

Blanket On-Street Parking Restriction

- Consider blanket time restrictions (3 hrs on weekdays?) for on-street parking within commercial and residential areas in urban centers, or city wide.
- Reduce impact of densification and conflicts between user groups in areas adjacent to businesses, multi-family developments, high parking generators and institutions by preventing parking spillover and ensuring on-street parking doesn't absorb on-site deficits.
- Blanket restrictions would apply only in the absence of other stricter restrictions indicated by posted signage.

Conclusion & Next Steps

With direction from Council, analysis of responses received during the consultation process, data collected, experience in the area as identified by the Parking Services Branch and applying standard parking management principles, the plan will be developed by City Staff and the project consultant, Urban Systems Ltd., with a goal of further improving the management of parking in the downtown area.



Internal Circulation:

Divisional Director, Communications & Information Services
Divisional Director, Financial Services
Manager, Infrastructure Operations Department
Manager, Integrated Transportation Department
Manager, Community Planning Department
Manager, Policy and Planning Department
Manager, Community Engagement

Legal/Statutory Authority:

Traffic Bylaw No. 8120
BC Motor Vehicle Act; Section 124
Parking Reserve Fund Establishment Bylaw No. 7533

Legal/Statutory Procedural Requirements:

Traffic Orders must be created to authorize the implementation of pay parking and changes/modifications to other restrictions. Approval of Traffic Orders has been delegated to the City Engineer under Traffic Bylaw No. 8120.

Existing Policy:

- Official Community Plan:
 - Chapter 7 (Infrastructure), Objective 7.6, Policy .5 (Capacity Increases)
 - Chapter 7 (Infrastructure), Objective 7.11 (Parking Initiatives)
- Council Policy No. 366 – Residential Parking Permit Program
- Council Resolution - Parking rate relationship to Transit Rates, August 13, 2001

Financial/Budgetary Considerations:

If required, Capital and Operating budget requests will be submitted for consideration as part of the 2019 provisional budget

Communications Comments:

Communications staff resources are assigned to this project

Considerations not applicable to this report:

Personnel Implications
External Agency/Public Comments
Alternate Recommendation

Submitted by: D. Duncan, Manager, Parking Services

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

Attachments: 1. Attachment A – Summary of Community Engagement Survey
2. Attachment B – Urban Systems - Summary of Data Collection

cc: C. Weaden, Divisional Director, Communications & Information Services
G. Davidson, Divisional Director, Financial Services
I. Wilson, Manager, Infrastructure Operations Department
R. Villarreal Pacheco, Manager, Integrated Transportation Department
R. Smith, Manager, Community Planning Department
D. Noble-Brandt, Manager, Policy & Planning Department
G. Foy, Manager, Transportation Engineering
J. Dombowsky, Manager, Transit and Programs
K. O'Rourke, Manager, Community Engagement
J. Grills, Financial Analyst
A. Nieoczym, Communications Consultant

Downtown Area Parking Plan Engagement Report

December 2017



Summary

Kelowna residents were invited to share their downtown parking experiences and opinions from Oct. 24 to Nov. 12 through an online survey.

Opportunities were promoted through the City’s news bulletins, website, social media channels and the City’s Get Involved website.

The survey was divided into sections with questions specially tailored for downtown residents, workers, business owners and people who visit to shop, dine, do business or play. Skip logic was used to ensure that respondents were only shown questions that were relevant to them. At the end of the survey all respondents were asked questions about their parking preferences.

A total of 3,248 respondents filled out the survey with 1,453 respondents accessing the survey through the City’s Get Involved public engagement website (which is where our news releases directed people), 1,751 respondents accessed through a Facebook link and 44 respondents accessed through a Twitter link.

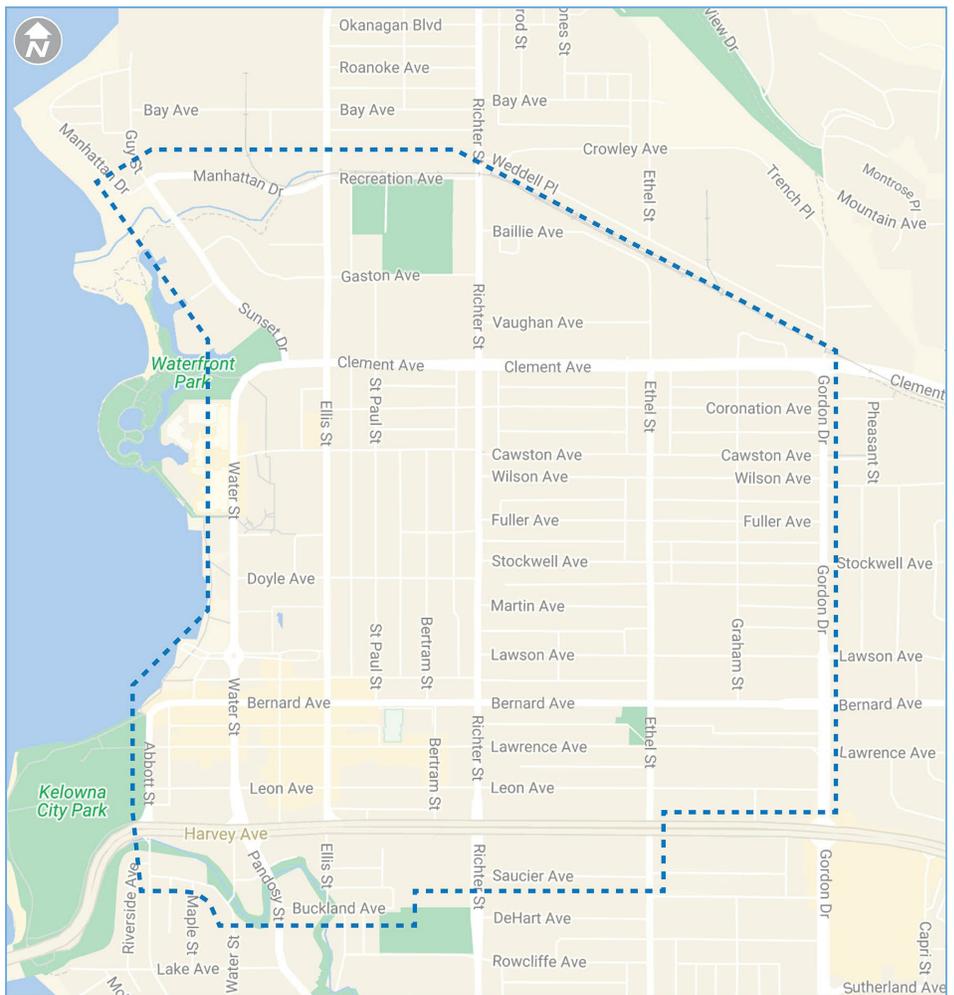
This report provides a summary of the survey results. These results will be used to help shape a draft Downtown Area Parking Plan.

Who we heard from

3,248 respondents filled-out the survey:

- 275 identified themselves as people who live downtown
- 507 identified themselves as people who work downtown
- 2,404 people identified themselves as people who visit downtown to shop, dine, do business or play.

Because the respondents self-selected to respond to the survey and were not randomly selected, this is not a representative sample of Kelowna residents, rather it is a reflection of the opinions of people who have self-identified as interested in downtown parking.



Downtown Area Parking Plan - Study Area

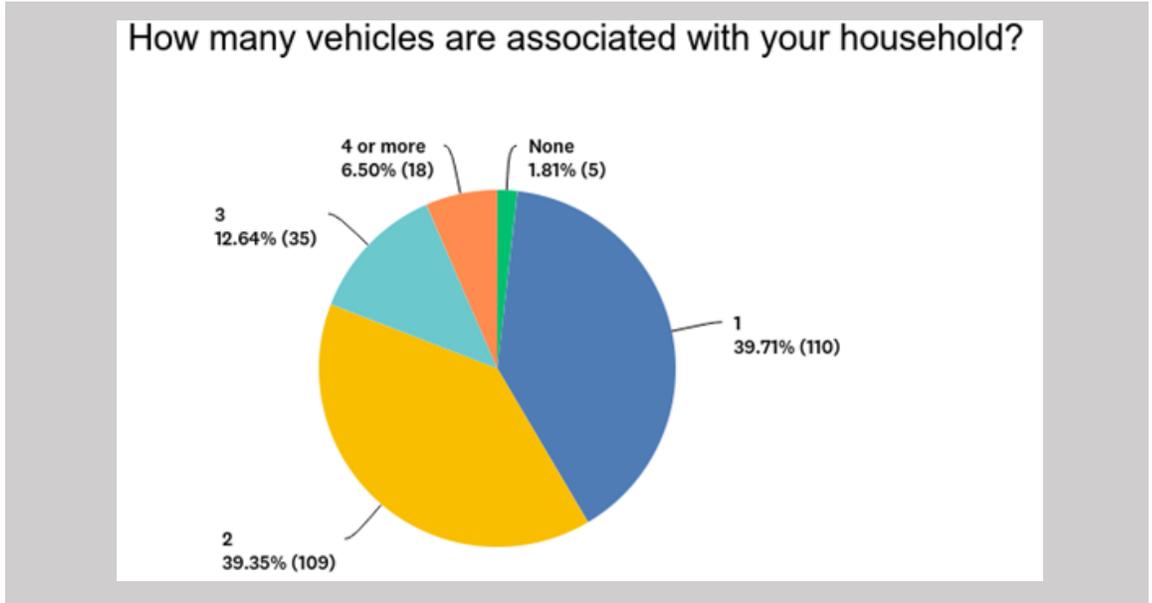
"Street parking is really cheap here. Would love to see less of our city core devoted to cars. More separated bike paths leading into the downtown would be fantastic." – survey respondent who works downtown

What we heard from people who live downtown

Car ownership

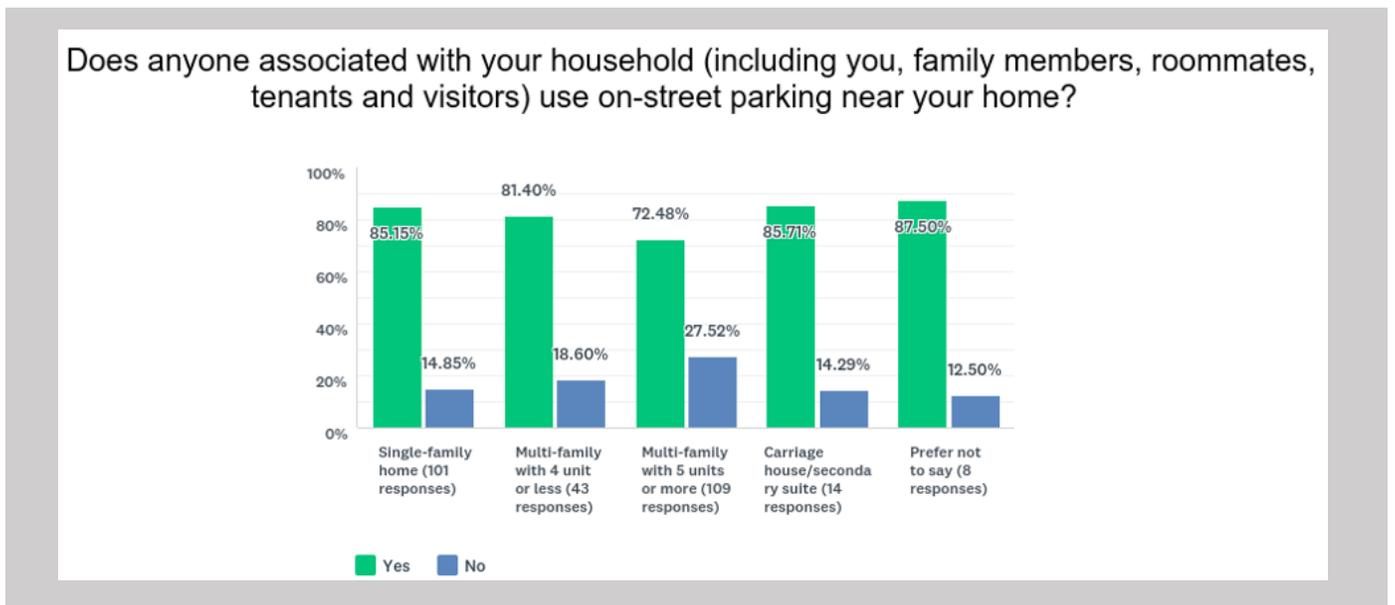
The average number of cars reported per household was 1.8 and ranged from a high of 2.08 cars per household for respondents who live in a single-family home to a low of 1.5 cars per household for respondents who live in a multi-family complex of 4 units or less. However, a plurality of respondents (39.71 per cent) reported having only one vehicle associated with their household, which is just one more than the number of respondents (39.35 per cent) who reported having two vehicles associated with their household.

"Make sure new developments require more parking spots than units built ... most households have more than one car"
 – Survey respondent who lives downtown



Use of on-street parking

Most respondents who live downtown (63.54 per cent) said all of the vehicles associated with their household can be accommodated on their property or complex. However, 79.78 per cent still said someone associated with their household (including family members, roommates, tenants and visitors) uses on-street parking near their home. However, there were some significant differences depending on respondents housing type.



Reasons for using on-street parking

Overall, the most common kind of vehicle that can't be accommodated on a respondent's property or complex is a vehicle belonging to a visitor (62.25 per cent), though for respondents who live in single-family homes, the most common kind was a vehicle belonging to them, a family member or a roommate. Again, this was significantly different for people who live in a multi-family complex with 5 or more units. For this question, respondents could select more than one option.



Visitor parking

A plurality of respondents across all housing types reported that their visitors are typically parking on the street for half a day at a time (38.99 per cent.) This is followed by 1 to 2 hours (33.49 per cent) and full-day (21.56 per cent.) Respondents were asked when their visitors are using on-street parking and were able to select more than one time of day. Weekend evenings was the most popular time (72.02 per cent), followed by weekend daytimes (59.17 per cent), weekday evenings (56.88 per cent.), weekday daytimes (49.54 per cent), and overnight (43.58 per cent).

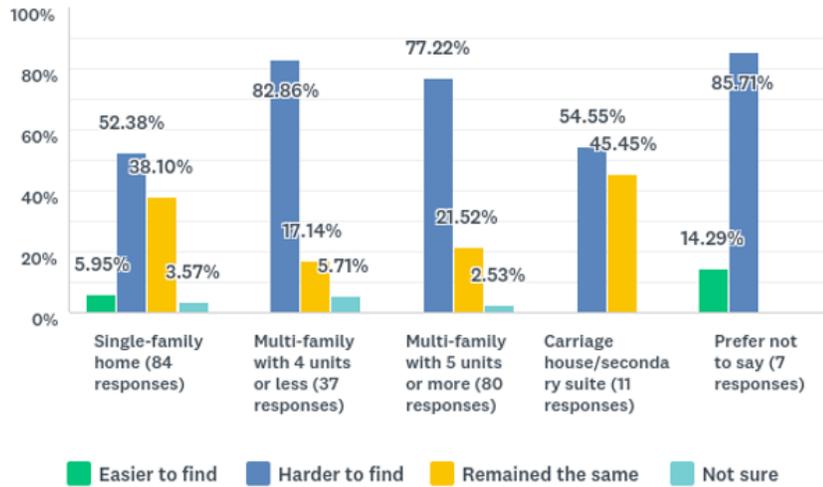
"On street parking is getting harder to find and during certain times it is almost impossible. It is very frustrating being someone who lives downtown. During the evenings we try to find a space but our usual spots are now getting filled up sooner and sooner.

– Survey respondent who lives downtown

Difficulty finding on-street parking

Overall, 67.43 per cent of respondents who live downtown say on-street parking near their home has become harder to find on a typical day, with 27.98 per cent saying it has remained the same. However, there was significant variation in responses depending on respondents housing type.

On a typical day, would you say on-street parking near your home has become:



"Much of the parking problem has been caused by the City approving less than the required parking for many projects in our area. Next is people looking for free parking for events and work."

– Survey respondent who lives downtown

Time of day difficulties

During events like hockey games or concerts was identified as the top time when it is particularly hard to find on-street parking near respondents homes (65.88 per cent.) This was followed by weekday evenings (47.87 per cent), weekend evenings (45.02 per cent), weekday daytimes (43.60 per cent), weekend daytimes (34.60 per cent), weekends after 11 p.m. (12.80 per cent), and weekdays after 11 p.m. (10.43 per cent).

Satisfaction with on-street parking restrictions

Overall, a plurality of all respondents who live downtown say current time parking restrictions near their home are unsatisfactory and should be relaxed (44.24 per cent) while only a small minority say the restrictions should be made more restrictive (11.52 per cent) and close to 30 per cent (28.57 per cent) say they are satisfactory.

However, there is significant difference depending on a respondent’s housing type.

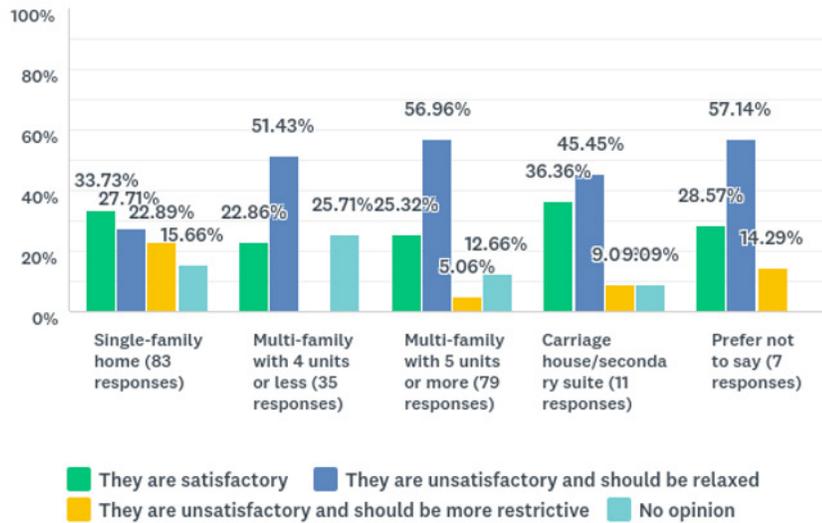
"We would like to see areas that require pay parking passes for residents become areas where event parking is not allowed! Many times we have come home when there is an event at Prospera Place and have not been able to find parking on our street! We pay a yearly rate to park here and I don't believe that we should have to struggle to find a spot within our block!"

– Survey respondent who lives downtown

"As more high occupancy housing goes up in my neighborhood, I want to ensure street parking for home owners isn't encroached. If there isn't enough parking for these high rises, I worry our residential streets will become impossible to park on and that traffic will pose an issue for young families."

– Survey respondent who lives downtown

How satisfied are you with existing timed parking restrictions near your home?



Analysis

Having on-street parking for visitors is a concern for many residents who live in downtown neighbourhoods. Survey respondents say that on-street parking is becoming more difficult to find, especially in areas that have more multi-family complexes and are becoming more densified. That difficulty is exacerbated during events like hockey games or concerts.

However, the people most affected by this difficulty are not calling for tighter time restrictions. In fact, the opposite is true, with respondents who live in multi-family complexes calling for time restrictions to be relaxed.

What this suggests is that there may not be widespread understanding of how time restrictions are an effective tool for discouraging the use of on-street parking by people who are attending downtown events.

But it also suggests that the time restrictions are an inconvenience for downtown residents who want to entertain guests at their homes for longer than the on-street parking restrictions are currently in effect.

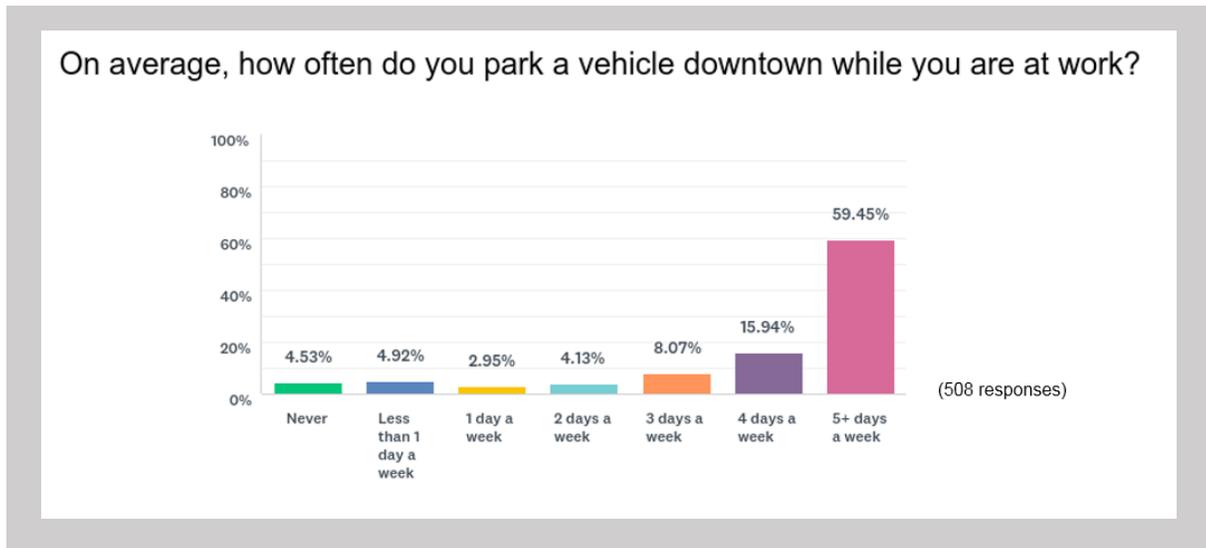
"I need parking options for visitors to my home, both short-time (e.g., hours) and longer-term (e.g., vacation visits)."

– Survey respondent who lives downtown

"I am renting here temporarily but do not wish to live in this area as parking for visitors is very restrictive. Two hours is not enough for lunch and shopping hence one or the other. Developers do not provide enough parking for residents, temporary or permanent."

– Survey respondent who lives downtown

What we heard from people who work downtown

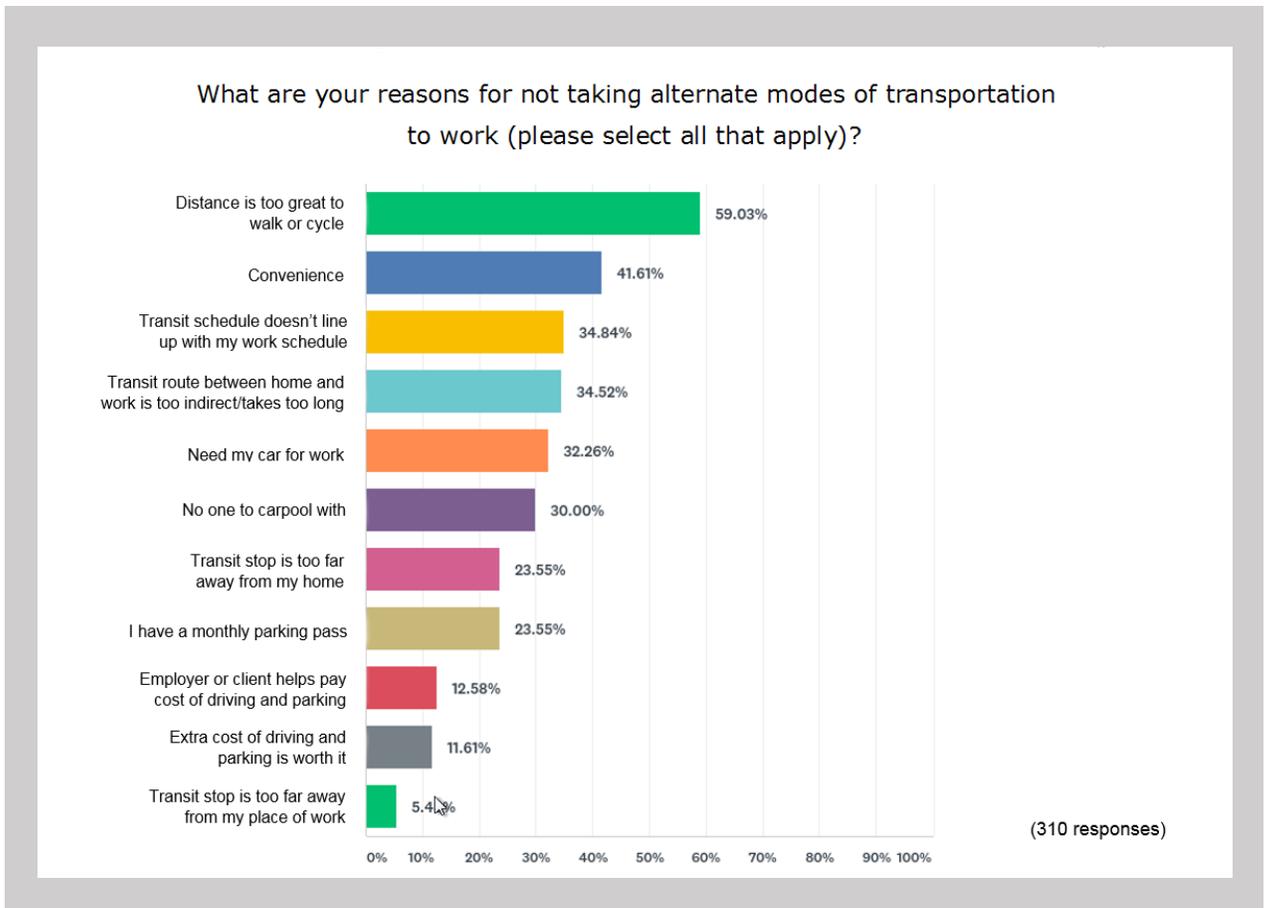


"Biking is not realistic for most people working downtown due to the long commutes and hills we all live on makes it a difficult ride."
 – survey respondent who works downtown

Alternative transportation

A majority of respondents who work downtown (64.33 per cent) do not ever use alternate modes of transportation (such as walking, cycling, transit or carpooling) to get to work.

Of the 34.64 per cent of respondents who do sometimes use alternate modes of transportation, the most popular mode is cycling (58.58 per cent), followed by carpooling (36.09 per cent), transit (28.40 per cent), and walking (27.81 per cent)



"I work odd hours so I don't carpool. The bus is inconvenient. I would love to see more bike/multi use paths. I don't feel safe on the road with cars when I ride my bike."
 – survey respondent who works downtown

Parking while at work

Respondents who park downtown while at work report using a wide variety of parking options. A plurality of respondents have a monthly permit or stall at a parking lot or parkade (35.08 per cent total, 18.07 per cent at a parking lot, 17.02 per cent at a parkade), followed by on-street parking (24.58 per cent), on-site parking provided by an employer (14.50 per cent), hourly or daily rate at a parkade (12.82 per cent), and hourly or daily rate at a parking lot (11.76).

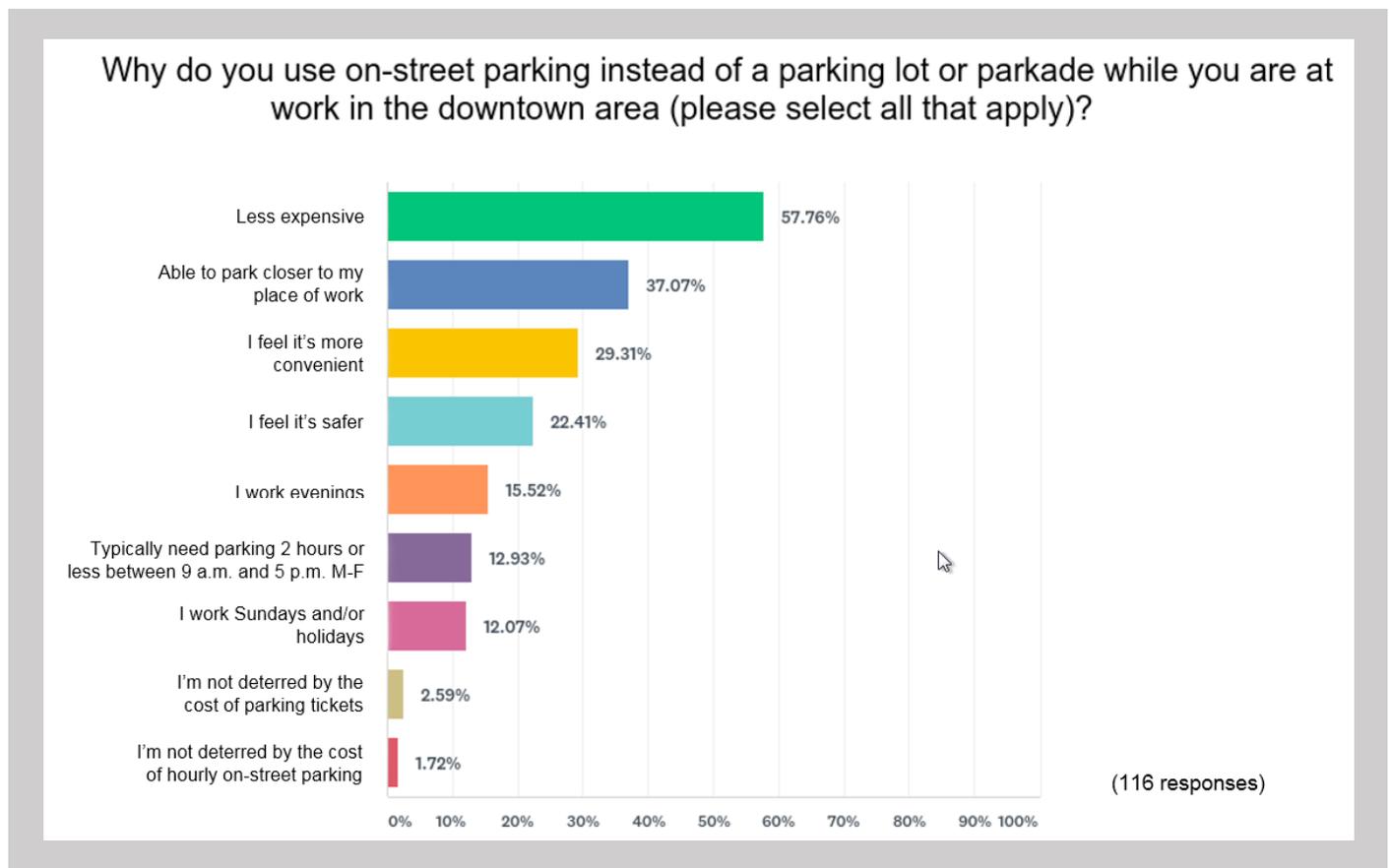
"I choose on street parking instead of parkades because I work nights. I walk to my car at 2am and I don't feel safe walking to or in the parkade. I don't use the lot because it is significantly more expensive than parking on the street."
 – survey respondent who works downtown

Respondents reported an average travel time of four minutes to go from their parking spot to their place of work and the vast majority (87.15 per cent) say they consider their travel time to be acceptable.

Most respondents (63.69 per cent) reported paying all of their parking costs while at work, with 19.50 per cent reporting their employer pays the whole cost, 8.92 per cent reporting that their employer provides on-site employee parking, and 5.39 per cent reporting that they split the cost with their employer.

On-street parking while at work

Respondents who said they typically use on-street parking while at work downtown were asked why they use on-street instead of a parking lot or parkade. A majority (57.76 per cent) say it's because on-street is "less expensive."

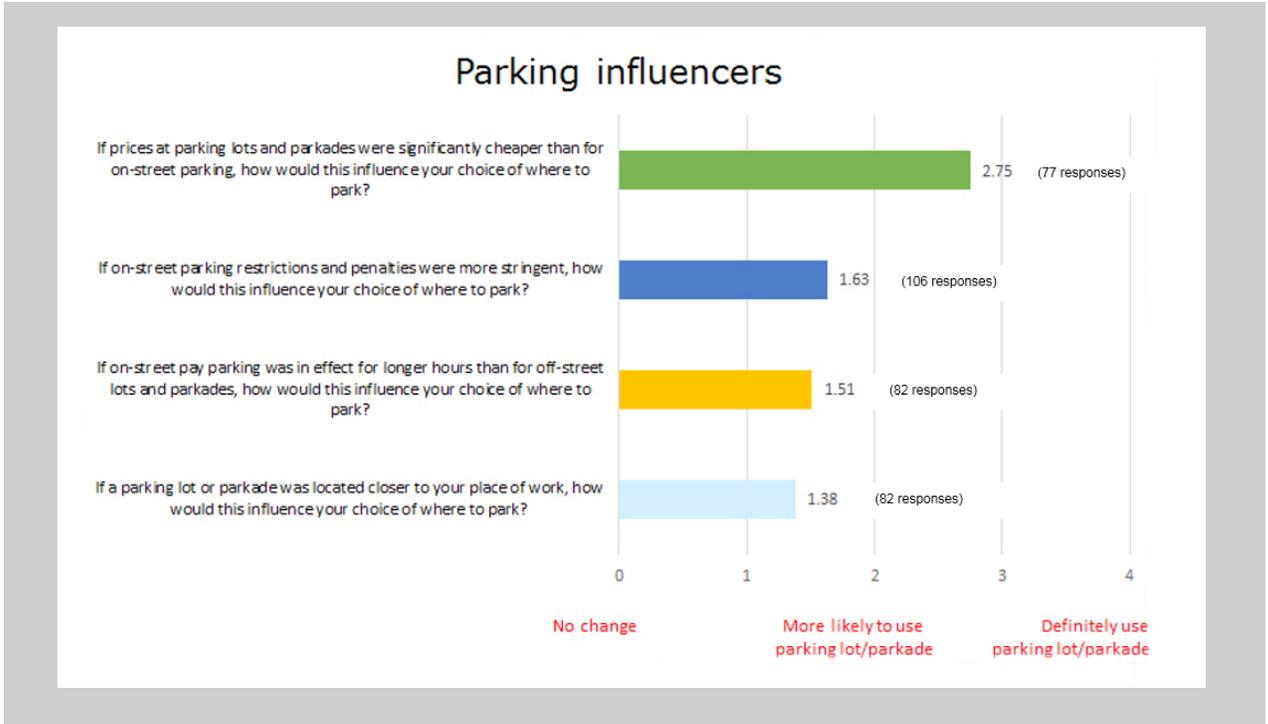


"I usually will decide to walk for about 15 mins to park outside the downtown area where I can park for free. I don't love this because it adds 30 mins of commute to my day, but in Kelowna's economy of high living expenses you need to save as much as you can where you can. When I'm running late I will spend the \$6 per day to park in the new parkade on Ellis that is right beside my work. It's a great parking location but \$6/day is expensive!!" – survey respondent who works downtown

Parking influencers

Respondents who typically use on-street parking were also asked a series of four questions about how certain factors might influence them to use a parking lot or parkade instead. For each question, respondents were asked to place a slider on a bar with options ranging from zero (no change in decision about where to park) to 4 (definitely use a parking lot or parkade instead).

"Maybe making the monthly parking more affordable. I find it absolutely ridiculous to have to pay \$125 a month to park as a single mother who is trying to better my life." – survey respondent who works downtown



Analysis

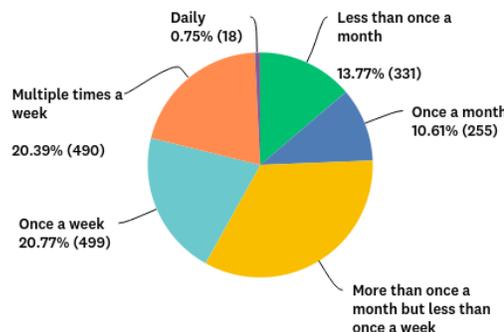
The results suggest that a large number of people who work in downtown Kelowna feel that driving to work is their best option. However, the responses also suggest that many workers would choose to use public transit if it was more convenient.

The survey respondents who work downtown report that cost is a top concern when making decisions about where to park and are easily influenced by financial incentives.

What we heard from people who visit downtown to shop, dine, do business or play

With more than 2,400 respondents, this was by far the largest group that we heard from. A plurality of respondents in this group park downtown more than once a month but less than once a week (33.71 per cent.)

In a typical month, how often do you park downtown to patronize a business or for shopping, dining, or leisure activities?



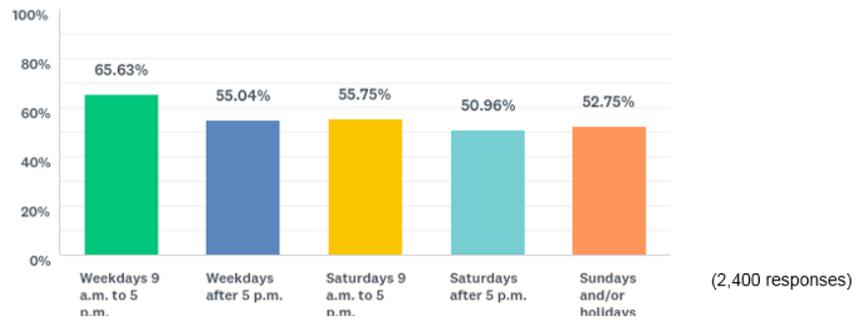
However, when three categories are combined (daily, once a week and multiple times a week) it turns out that 41.91 per cent of respondents park downtown at least once a week.

"I never have much of an issue finding somewhere to park, no matter the time of day. I never seem to be more than 2 blocks from my destination which is amazing." – survey respondent who visits downtown

"I believe that parking is ridiculously expensive and difficult to find that I tend to avoid downtown more and more because of it."

– survey respondent who visits downtown

What times of day do you park downtown to patronize a business or for shopping, dining, or leisure activities (please select all that apply)?

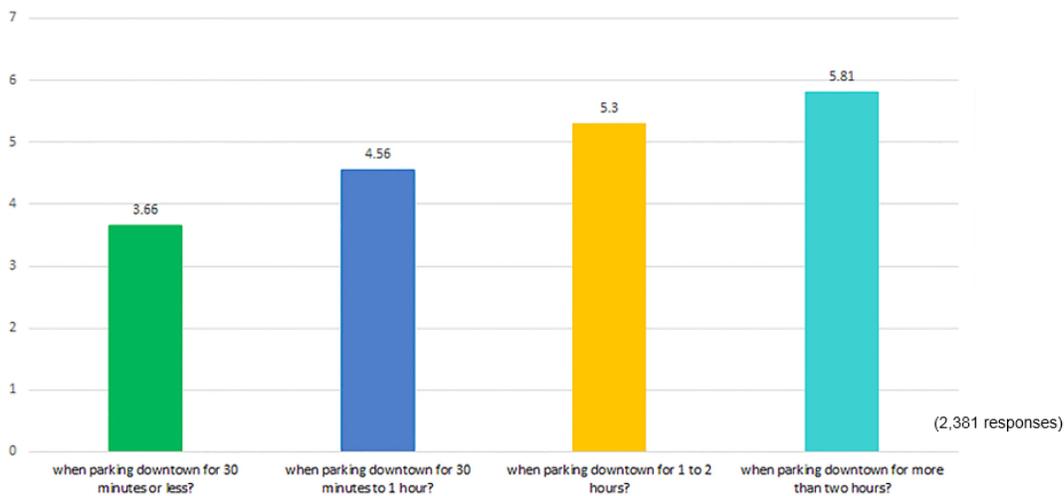


Acceptable parking options and travel times

On-street parking was identified as an acceptable parking option while visiting downtown by 91.9 per cent of respondents, while 61.95 per cent identified surface parking lots as an acceptable option and 55.6 per cent identified parkades as an acceptable option.

Respondents were also asked a series of questions about what they considered an acceptable travel time to get from their parking spot to the destination when parking for various lengths of time (30 minutes or less, 30 minutes to 1 hour, 1 to 2 hours, and more than two hours.) As might be expected, the longer someone was staying downtown, the further they were willing to travel to get to their destination.

Acceptable travel times (in minutes) from a parking spot to a destination



"I rarely go downtown now because of the lack of on street parking. I will never park in the parkades!! They are dingy, cold and make one feel unsafe." – survey respondent who visits downtown

"I've never had issues parking downtown. The parkades always have spots available. My feeling is that people who complain about parking only look for on-street parking." – survey respondent who visits downtown

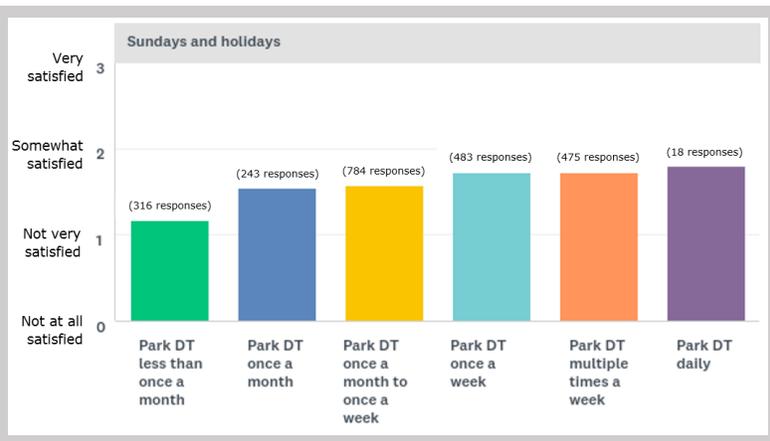
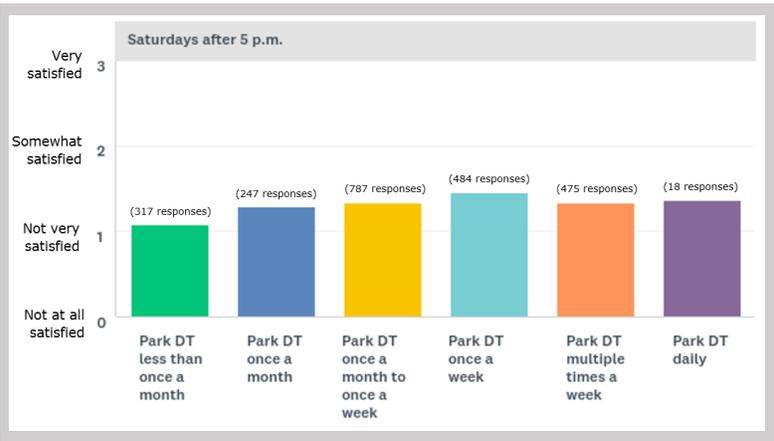
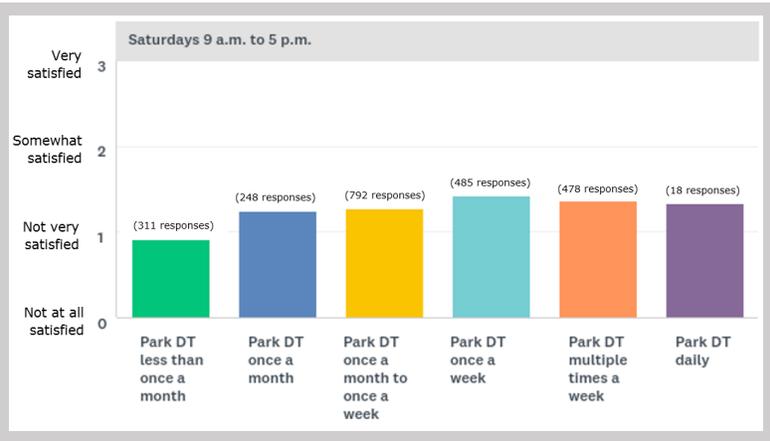
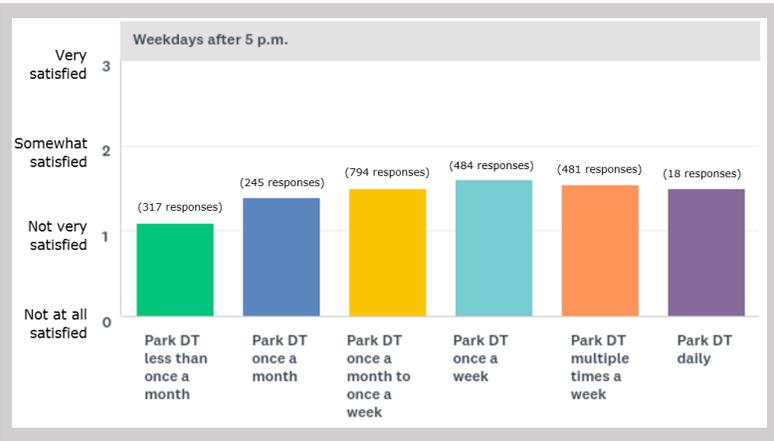
Satisfaction with availability of parking

When it comes to the question of whether respondents are satisfied with the availability of parking in the downtown area that is within an acceptable travel time of their destination, there was significant variation depending on how often respondents visit downtown.

Respondents were asked their level of satisfaction for five different times of day on a matrix with four options. The responses were weighted (very satisfied = 3, somewhat satisfied = 2, not very satisfied = 1, not at all satisfied = zero) to get a final weighted average.

People who said they park downtown less than once a month were significantly less satisfied with the availability of parking across all times of day when compared to people who park downtown more often.

"I park regularly downtown during the week, and I am very satisfied with the availability of parking. The prices are very reasonable compared to Vancouver."
 – survey respondent who visits downtown



"Hardly ever go downtown because of the huge parking problem. The worst thing ever was to take away the angle parking. Now there is far less on street parking!!"
 – survey respondent who visits downtown

Overall, there appears to be some dissatisfaction with the availability of parking downtown. When the data from all respondents who visit downtown to shop, dine, play or patronize a business is looked at altogether, the only time of day that saw more than 10 per cent say they are “very satisfied” with the availability of parking that is within an acceptable travel time of their destination is Sundays and Holidays at 14.06 per cent.

“I rarely even attempt to drive into downtown on events nights, and on weekends parking is nearly impossible. Kelowna is a growing, vibrant community and it is only getting busier. Numerous well marked, safe and convenient parkades are vital to the city’s well being.”

– survey respondent who visits downtown



Analysis

On-street parking is clearly important to people who visit downtown to shop, dine, do business or play, though there is some openness to the use of surface parking lots and parkades. The low satisfaction levels with the availability of parking suggests the need for measures to encourage on-street parking turnover, especially during peak times.

In their comments, many respondents also expressed opinions on the availability of downtown parking that is at odds with the parking occupancy data. This suggests that downtown may have an image problem when it comes to the availability and cost of parking, especially among people who do not visit downtown very often and that more can be done to educate this segment of the population about the reality of downtown parking.

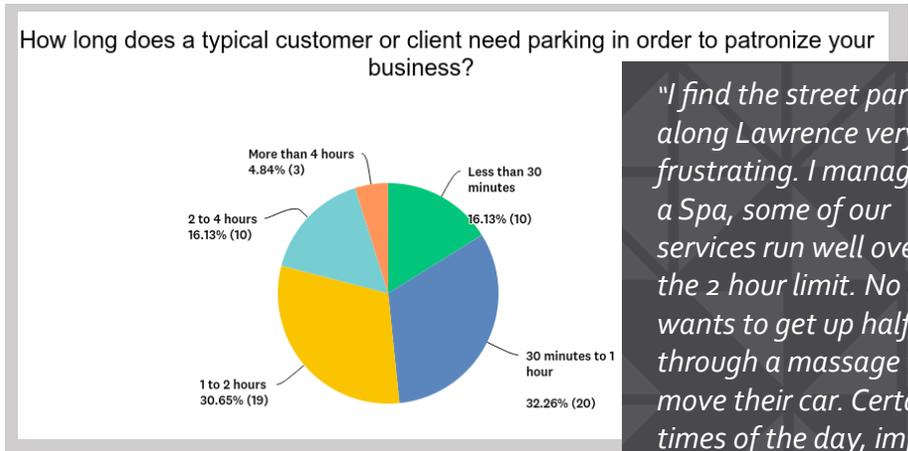
What we heard from people who own or manage a business downtown

Customers need to park for a wide range of times in order to patronize downtown businesses. While almost half of business owner and manager respondents reported that their clients or customers needed to park for one hour or less (48.39 per cent), there was still a lot of reported need for parking of up to four hours.

Acceptable parking options

When asked what they consider to be acceptable parking options for their clients or customers, business owner and manager respondents overwhelmingly identified on-street parking (83.87 per cent) while only 56.45 per cent identified surface parking lots and 54.84 per cent identified parkades as acceptable. 30.65 per cent said parking is provided at their place of business.

Meanwhile, the average response to the question “what do you consider to be an acceptable travel time for your customers or clients from their parking spot to your business” was three minutes.

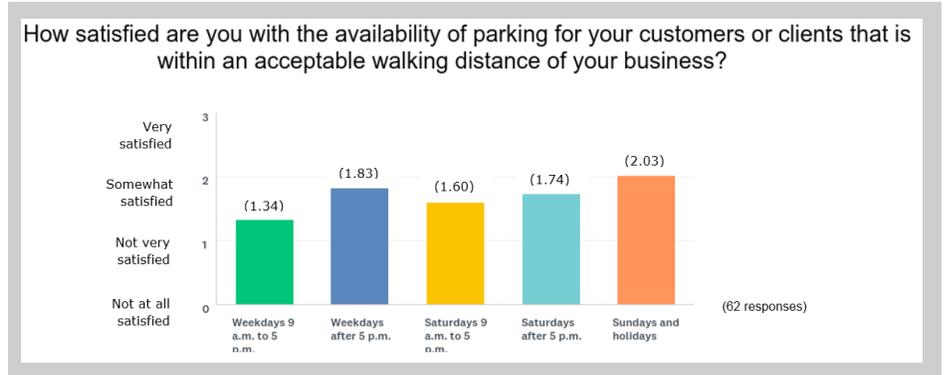


“I find the street parking along Lawrence very frustrating. I manage a Spa, some of our services run well over the 2 hour limit. No one wants to get up halfway through a massage to move their car. Certain times of the day, impark lots are completely full. I have had clients choose to go to different spas with better parking.”

– survey respondent who owns or manages a business downtown

Satisfaction with availability of parking

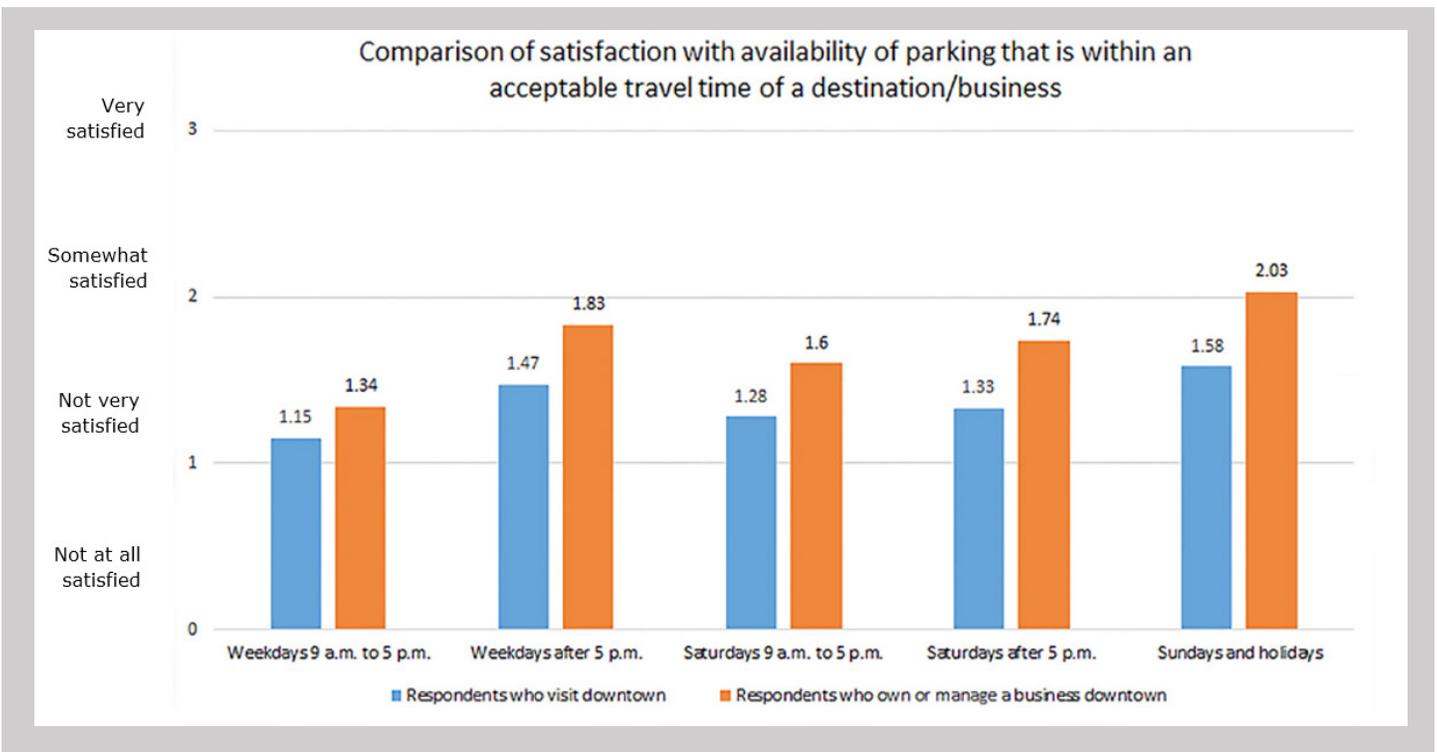
Business owners and managers' satisfaction with the availability of parking for customers that is within an acceptable walking distance of their business was measured and weighted in the same way as with respondents who visit downtown to shop, dine, do business or play. Business owners and managers were least satisfied with the availability of parking on weekdays from 9 a.m. to 5 p.m. (weighted average of 1.34) and most satisfied with the availability of parking on Sundays and holidays (weighted average of 2.03.)



Analysis

The variability of business owners and managers' satisfaction levels at different times of day largely mirrors that of people who visit downtown, in that both groups are least satisfied with the parking availability on weekdays from 9 a.m. to 5 p.m. and are most satisfied with the parking availability on Sundays and Holidays, etc.

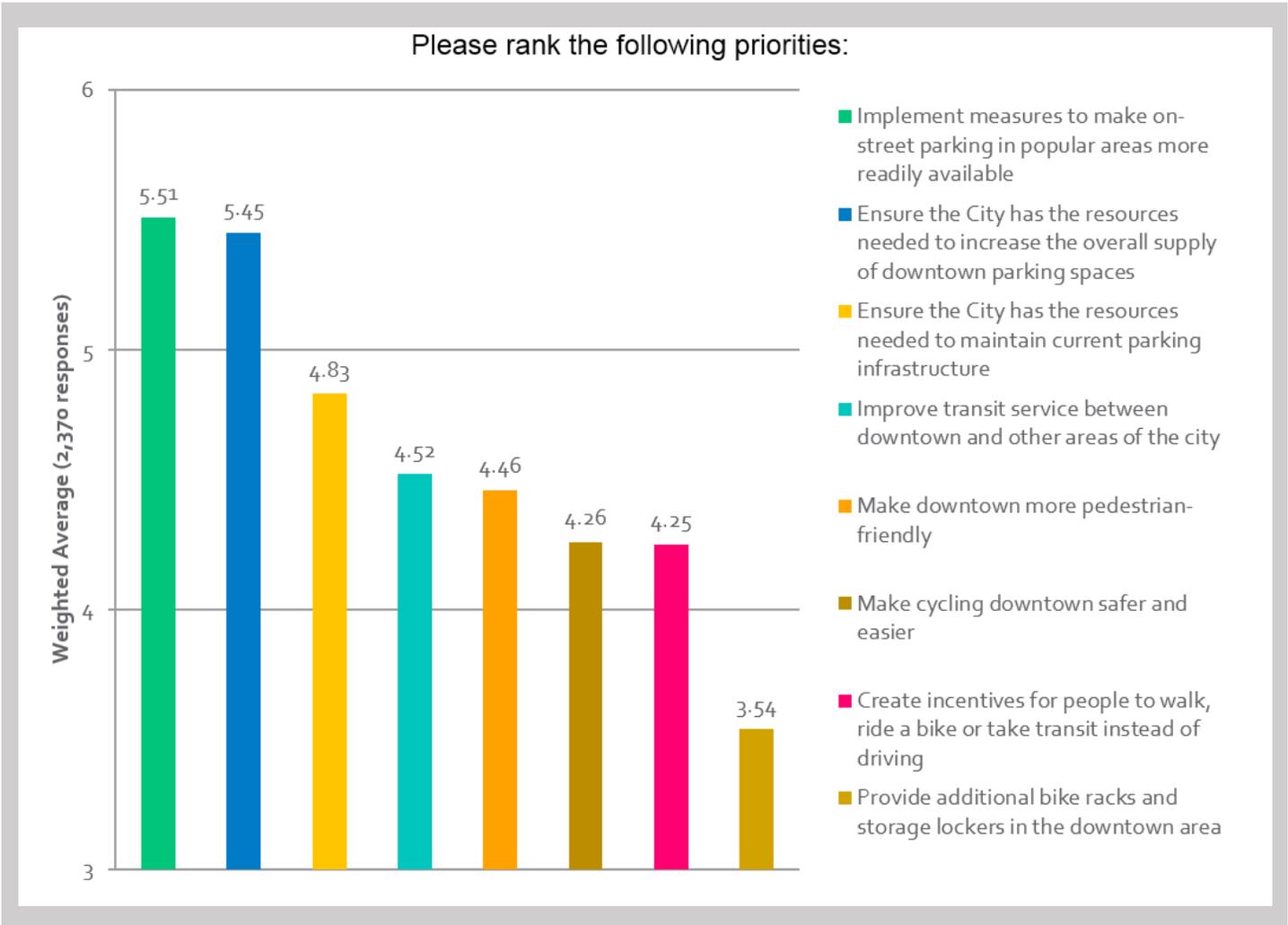
However, the satisfaction levels of business owners and managers are higher across the board, regardless of time of day. While both customers and business owners and managers are concerned with the availability of parking downtown, the survey data suggests that customers tend to take a dimmer view than business owners and managers.



This is more evidence that the downtown has an image problem when it comes to the availability of parking and that more can be done to provide people with accurate information. It also suggests that business owners could do more to inform their customers about downtown parking, especially those who need more than two hours of parking. Like their customers, business owner and manager respondents tended to take a dim view of surface lots and parkades as acceptable parking options.

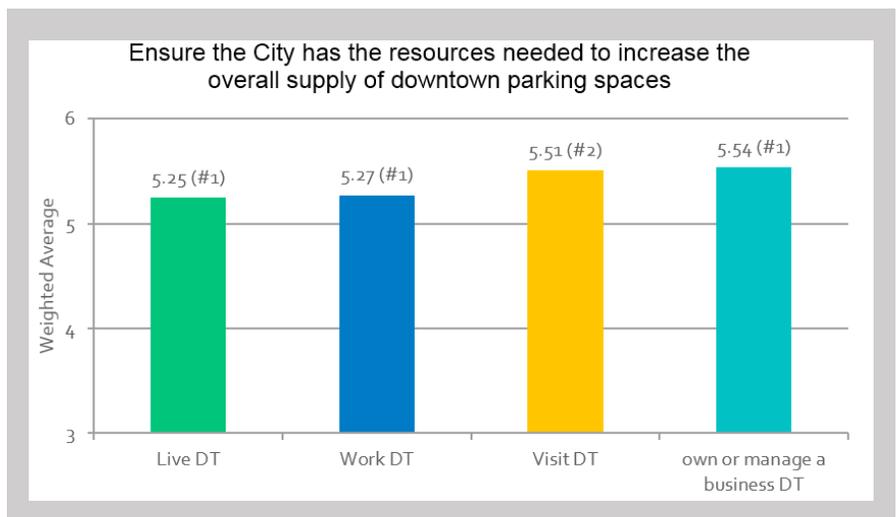
What we heard about parking preferences

All respondents were asked a series of questions about their parking preferences. The first asked them to rank a series of eight priorities and their answers were scored (most important priority = 8, second most important = 7, etc.) to give each priority a weighted average. For all respondents as a whole, the top priority is “implement measures to make on-street parking in popular areas more readily available”, followed closely by “ensure the City has the resources needed to increase the overall supply of downtown parking spaces.”



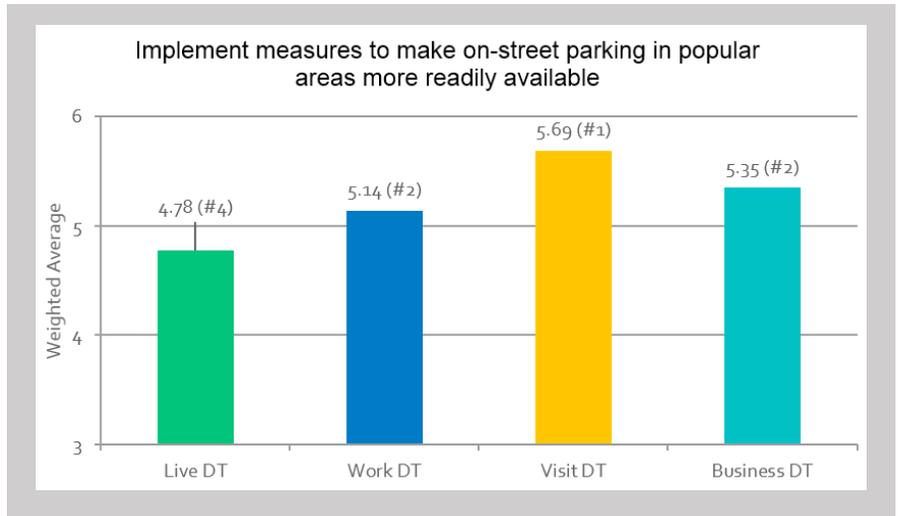
However, when the data is broken down by reason for travelling downtown (live downtown, work downtown, etc.) some interesting differences emerge.

For example, the number two priority overall, “ensure the City has the resources needed to increase the overall supply of downtown parking spaces” received relatively high scores across all groups and was the number one or two priority for all groups as well.



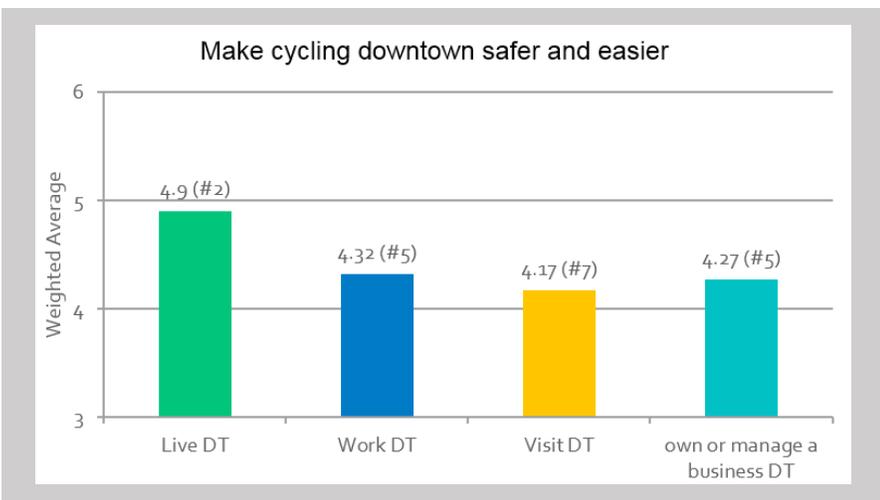
But, when it comes to the top overall priority, “implement measures to make on-street parking in popular areas more readily available,” this was only the top priority for respondents who visit downtown to shop, dine, do business or play. It was the number two priority for respondents work downtown and who own or manage a business downtown and it was only the number 4 priority for people who live downtown.

The differences between the overall priorities and the priorities when broken down by group are largely attributable to the different sizes of the respondent groups.



A total of 1,731 respondents who visit downtown to shop, dine, do business or play provided their priorities, compared to 203 respondents who live downtown, 387 respondents who work downtown, and 49 respondents who own or manage a business downtown.

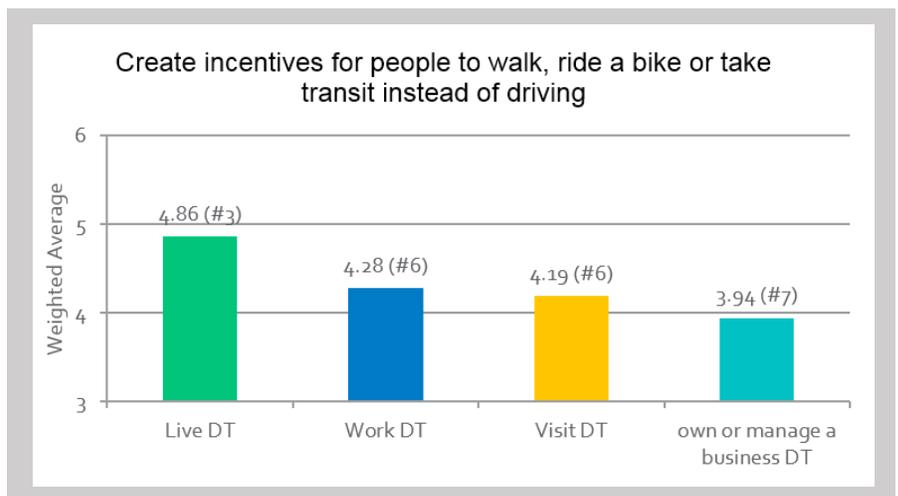
More than 70 per cent of respondents were people who visit downtown to shop, dine, do business or play downtown, and the weight of their numbers are reflected in the overall priorities.

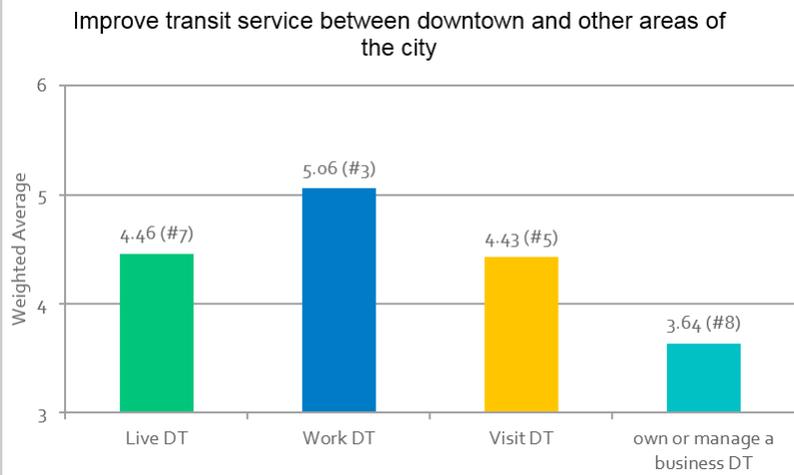


The priority differences between groups are quite noticeable when it comes to alternative transportation. “Make cycling downtown safer and easier” was only the number six priority overall but the number two priority for respondents who live downtown.

Similarly, the priority “create incentives for people to walk, ride a bike or take transit instead of driving” was the number seven priority overall (second last) but it was the number three priority for people who live downtown.

“I like to bike to work. I would like the city to have a program to locate bike racks outside of companies and give incentives to people to use their bikes more”
 – survey respondent who works downtown

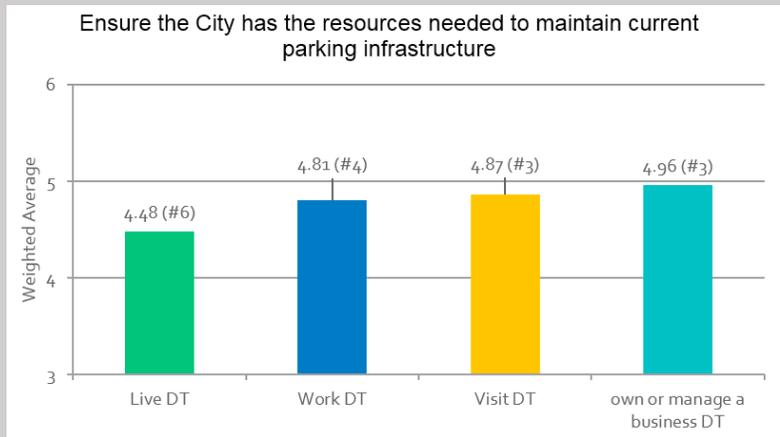




“Improve transit service between downtown and other areas of the city” was quite important to respondents who work downtown but less so for other groups.

This was the number three priority for respondents who work downtown but only number five for respondents who visit downtown to shop, dine, do business or play, number seven for respondents who live downtown, and number eight for respondents who own or manage a business downtown.

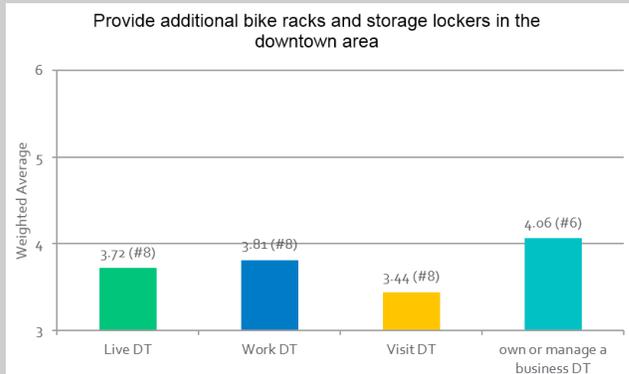
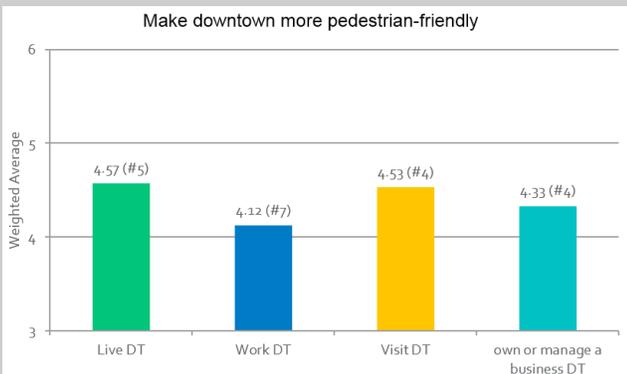
“Ensure the City has the resources needed to maintain current parking infrastructure” was a high priority for respondents who visit downtown to shop, dine, do business or play as well as those who own or manage a business downtown. However, it was a lesser priority for people who live downtown.



“If public transit to downtown were more readily available and more convenient, I would go downtown more and shop more when I was there.” – survey respondent who works downtown

“Make downtown more pedestrian-friendly” was a higher priority to respondents who own or manage a business downtown as well as those who visit downtown to shop, dine, do business or play, than it was for respondents who work downtown.

“Provide additional bike racks and storage lockers in the downtown area” was not a high priority for any of the groups.



Adding more parking supply

Respondents showed a high aversion to paying higher parking rates in order to cover the full cost of adding more parking in the downtown area with only 25.56 per cent in favour and 74.44 per cent against.

Variable parking rates and zones

Respondents were almost evenly split when it comes to the idea of both variable parking rates and variable parking zones. For the question, “are you in favour of parking rates that vary by time of day (where higher rates are charged during busy times and lower rates are charged during less-busy times) if it meant it was easier to find a parking spot,” 52.53 per cent of respondents said “yes” and 47.47 per cent said “no.”

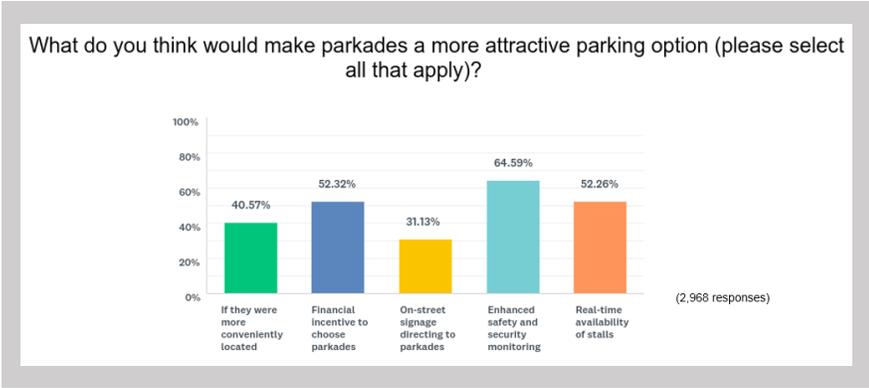
“As I recall, it wasn’t too long ago when we had more spaces and rates were lower. Now we have less spaces, rates have doubled, and you ask if I would be will to pay more to add spaces? Seriously?” – survey respondent who works downtown

“A lot of people I talk to have no idea where most of the parkades are located.” – survey respondent who visits downtown

For the question, “are you in favour of variable parking zones (where higher rates are charged in high demand areas and lower rates are charged in lower demand areas) if it meant it was easier to park in more popular areas,” 50.10 per cent said “yes” and 49.90 per cent said “no.”

Parkades

Respondents were largely uneasy with the idea of using parkades. Only 41.65 per cent said “I feel comfortable using a parkade” while 38.94 per cent said “I prefer not to use a parkade but will if there are no other convenient options” and 19.40 per cent said “I try to avoid using a parkade at all times.”



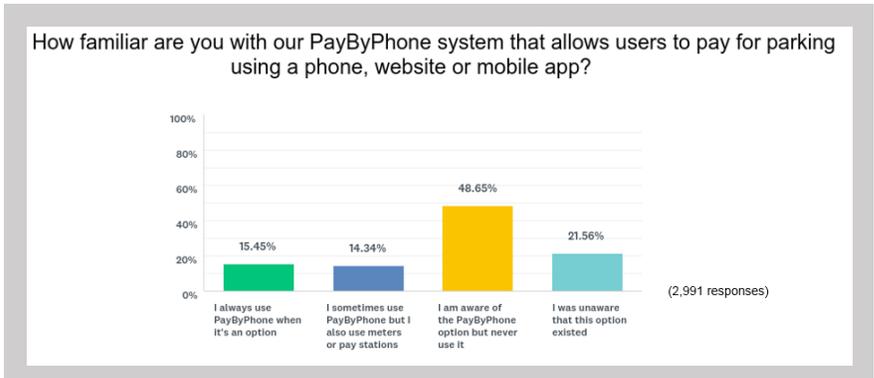
Respondents were also asked what would make parkades a more attractive parking option and three measures were identified by more than 50 per cent: “If the safety and security monitoring at parkades was enhanced” (64.59 percent), “If there was a financial incentive to choose parkades over other options” (52.32 per cent) and “If real-time availability of stalls was available online and at parkade entrances” (52.26 per cent.)

PayByPhone

There appears to be high awareness of the PayByPhone option but less than 30 per cent use it even sometimes.

Respondents were also asked to indicate on a sliding scale what their comfort level is with “the possibility of this type of technology eventually allowing the City to install fewer meters and pay stations as a way to keep costs down?”

A five-point scale was used with 0 = not at all comfortable, 2 = neutral, and 4 = very comfortable. The average of 2,479 responses was 2.52 and the median was 3 (median means an even number of responses were higher than 3 and an even number of responses were lower than 3.)



Conclusions

One big takeaway from the results of this survey is that survey respondents are asking for more easy-to-access and real-time information about the availability and cost of downtown parking. What we see, especially in many of the written comments we received, is that there is a lot of misinformation about the downtown parking situation.

"Need more street parking and the 2-hour limit is brutal. Sometimes appointments take longer than expected and you can't even extend time on meter using app. Automatic ticket. Brutal. Not fair."

— survey respondent who visits downtown

Education

On-street parking continues to be the preferred option of people who visit downtown to shop, dine, do business or play. It is also what most business owners or managers see as the preferred option for their customers. This is the case even when someone needs to park for longer than two hours, which is the on-street limit in the downtown core and this ultimately leads to frustration.

This suggests that more education is needed, so members of the public know that if they are going to be downtown for more than two hours, parking lots and parkades are their most convenient

and cheapest options. Education could also be targeted at business owners and managers, so that they can encourage their customers to use parking lots and parkades when they are the most appropriate options.

Education might also help get more downtown workers to use parking lots or parkades as almost 25 per cent of respondents who work downtown reported that they typically use on-street parking. Education targeted at workers however, will likely be most effective if it is paired with financial incentives.

Pricing

The cost of parking is a big concern for many respondents. For example, the number one reason for using on-street parking cited by respondents who work downtown is that they consider it "less expensive" than parking at a lot or parkade.

The results of this survey suggest that pricing is one lever available to the City to influence when or where people park. Respondents largely indicated that if they had a financial incentive to choose a parkade over other options that this would influence their choice of where to park.

"I think the biggest challenge with downtown parking is the residents and workers plugging up on-street and surface parking for an entire day when the same stall could be used by 20 or more patrons of businesses in the same period."

— survey respondent who visits downtown

As well, the near 50/50 split in respondents' comfort with variable parking rates and zones suggests that there is room to try these ideas out.

Parkades

The survey results suggest that parkades are not currently a popular option. However, the results also suggest that this could be improved if some simple measures were implemented, especially enhancing the security monitoring of parkades and providing real-time information about stall availability both online and by parkade entrances. Many respondents also indicated a need for more information about where parkades are located.

Technology

Interestingly, while the use of PayByPhone does not appear to be particularly popular, more than half of respondents are comfortable with the idea of this kind of technology being relied on more heavily in the future. However, we are still some ways away from having widespread public acceptance of getting rid of on-street meters and pay stations altogether.

"It would be very helpful if there was more free parking available all week for people who work downtown. Paying for parking all week takes a large chunk of my paycheque (minimum wage)."

— survey respondent who works downtown

Alternative transportation

There is definitely an appetite for enhancing alternative transportation options. People who work downtown indicated that improving transit service between downtown and other parts of the city is a high priority. People who live downtown indicate that making cycling downtown safer and easier is a high priority as is providing more incentives for people to walk, bike or take transit instead of drive.

And while alternative transportation options were not as high priorities for people who visit downtown to shop, dine, do business or play, they still supported them.

"I'd like to see transit free for trips that start and end in the downtown zone, similar to how the C-Train works downtown Calgary, which requires no fare for travel within downtown. This way if you see a bus, you can hop on for a block or two without having to pay, etc."

— survey respondent who works downtown

"Technology is a wonderful option except for our senior population who struggle to access health care services in the downtown core because of the challenges to park. Our city should be exploring ways to be age friendly, not just technology savvy."

— survey respondent who works downtown

Demographic information

A plurality of respondents (20.64 per cent) reported their age to be between 30 and 39. The next biggest group was respondents aged 20 to 29 (19.59 per cent), followed by 40 to 49 (18.22 per cent), 50 to 59 (17.54 per cent), 60 to 29 (14.99 per cent), 70 or older (5.47 per cent), and 19 and under (2.05 per cent). 1.5 per cent of respondents preferred not to say.

A majority of respondents reported they are female (71.38 per cent) while 24.33 per cent reported they are male, 0.96 per cent said they identify as neither male nor female, and 3.33 per cent

said they prefer not to say.

A plurality of respondents reported that their primary type of vehicle is a small car (38.52 per cent), followed by small pickup truck, SUV, MPV or minivan (36.16 per cent), large pickup truck, SUV or van (11.89 per cent), large car (7.70 per cent), bicycle (1.73 per cent), electric or hybrid vehicle (1.50 per cent), motorcycle or gasoline-powered scooter (0.46 per cent), and electric bicycle (0.18 per cent). 0.41 per cent said none of the above and 1.46 per cent said they prefer not to say.

"Better parkade signage. I just looked up parkades in Kelowna. I only ever knew about the Library one, I never knew about the Chapman or Ellis ones. Put something on the street itself like a 'P' in a circle and an arrow pointing to the turnoff. I've driven past them a million times and never used them. Parkades should have a billboard stating how many free stalls there are."

— survey respondent who visits downtown

"Cheap parking is a serious problem. Cheap parking incentivizes road users away from socially desirable modes of transportation like cycling. While politically unpopular, we should increase the price of parking, especially in high demand areas, and absolutely refuse to produce more."

— survey respondent who lives downtown

Appendix B -Downtown Area Parking Plan Data Collection

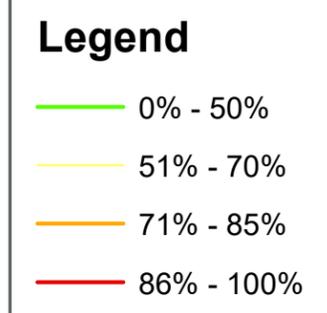
To support development of the Downtown Area Parking Plan a comprehensive set of data has been compiled for the study area. This data collection includes:

- On-street parking data for 15,850 collected between June 2017 and September 2017 using the City's License Plate Recognition vehicle,
- Parkade occupancies from the vehicle counting systems, and
- Manual counts of city owned off-street parking lots on a variety of dates throughout 2017.

This data is being analysed to understand the parking trends by location and time of day for the downtown area. This appendix contains three representative maps illustrating some of the collected data:

- **Figure 1:** On-Street Parking Occupancy for 10am to 12pm
- **Figure 2:** On-Street Parking Occupancy for 2pm to 4pm
- **Figure 3:** Off-Street (Parkade and City-Owned Surface Lots) for 1pm to 5pm

Legend



Notes:

The accuracy & completeness of information shown on this drawing is not guaranteed. It will be the responsibility of the user of the information shown on this drawing to locate & establish the precise location of all existing information whether shown or not.

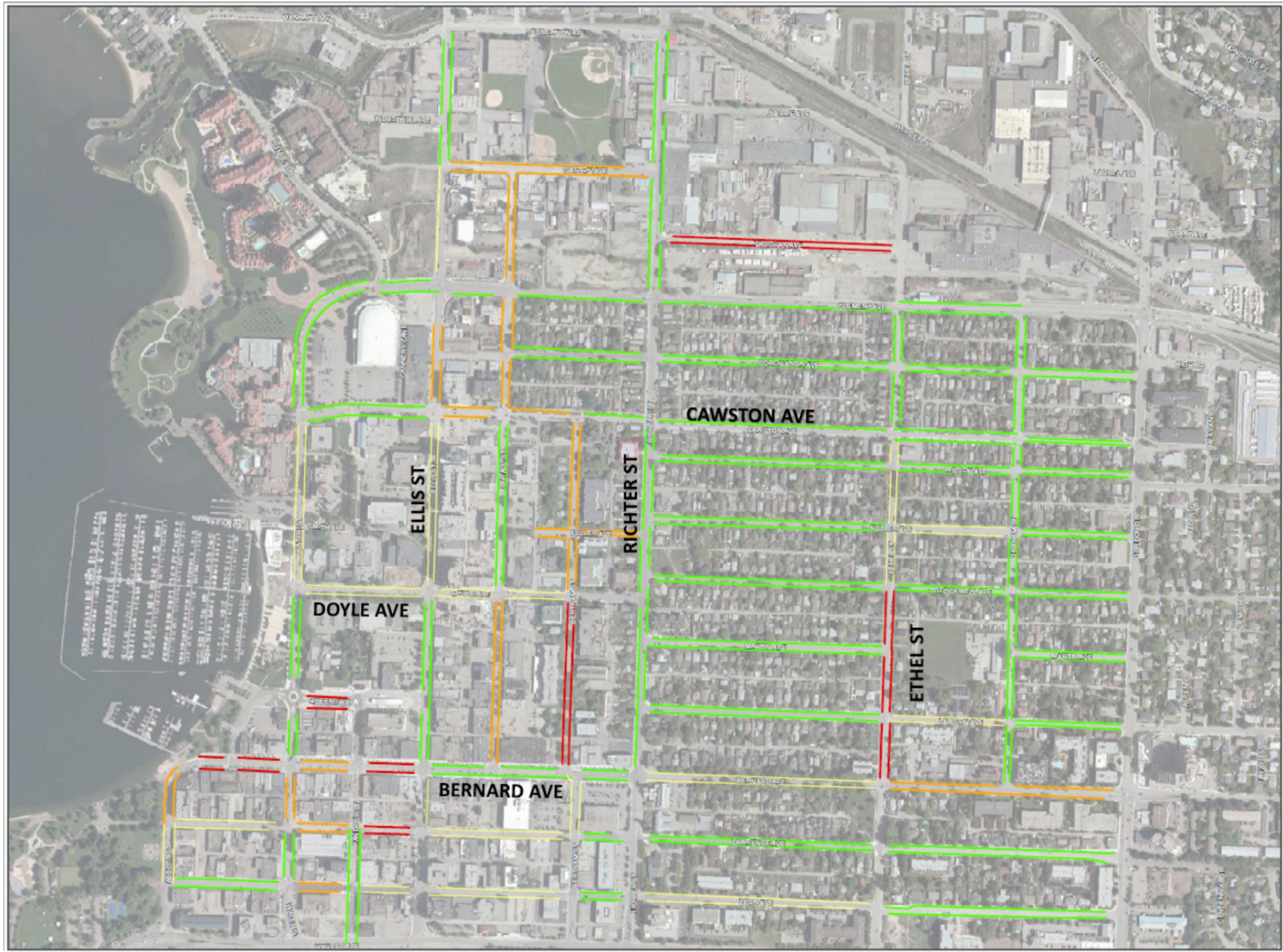


Coordinate System:
NAD 1983 UTM Zone 11N

Scale:
1:3,000
(When plotted at
22"x34")

Data Sources:
Data provided by -
- City of Kelowna
- Urban Systems Ltd
- Esri Basemaps

Project #: 0467.0474.01
Author: RB
Checked: XX
Status: **- DRAFT -**
Revision: A
Date: 2017 / 11 / 14



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Legend

Legend

- 0% - 50%
- 51% - 70%
- 71% - 85%
- 86% - 100%

Notes:

The accuracy & completeness of information shown on this drawing is not guaranteed. It will be the responsibility of the user of the information shown on this drawing to locate & establish the precise location of all existing information whether shown or not.

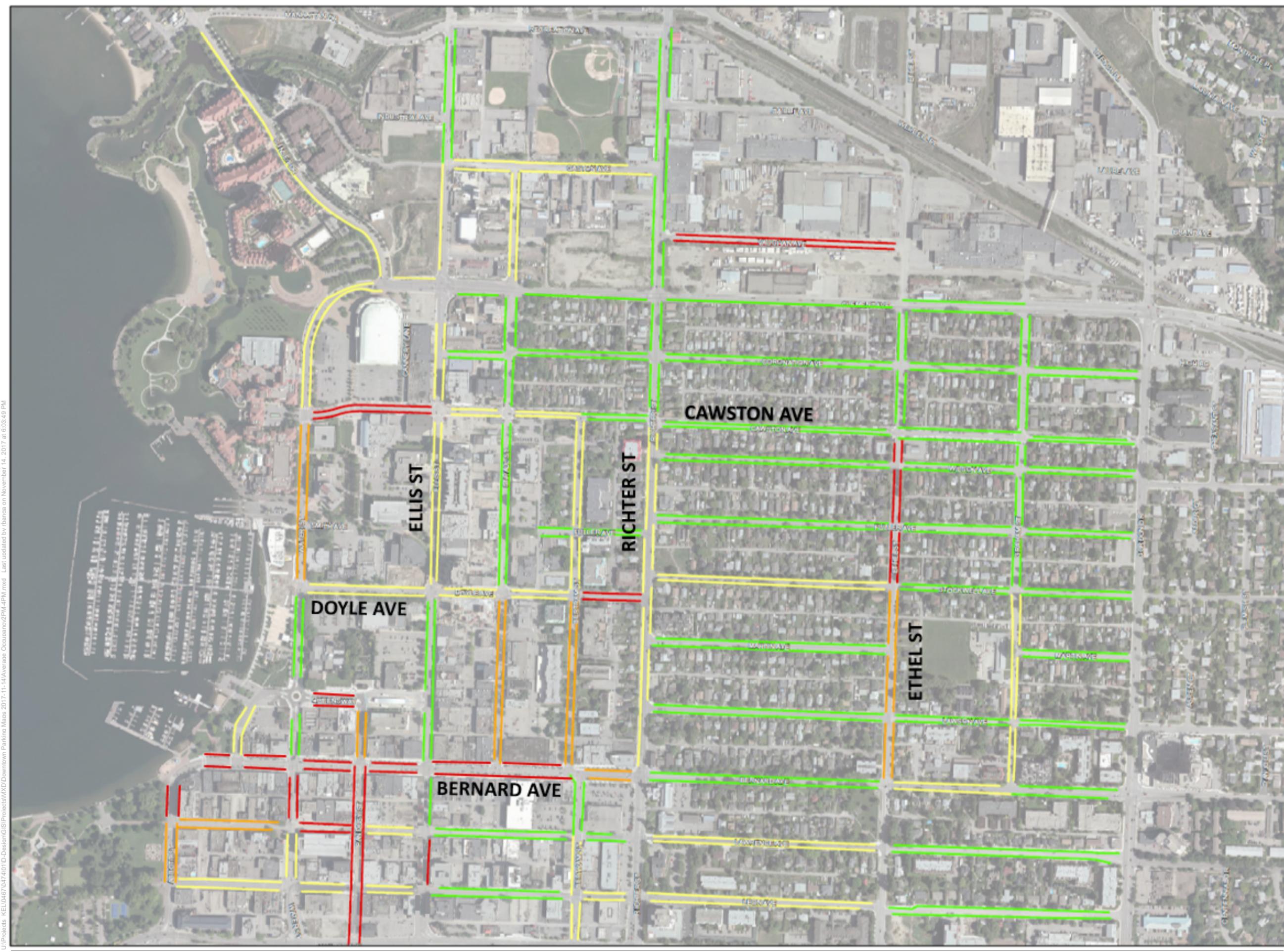


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Checked: XX
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Revision: A
Date: 2017 / 11 / 14



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Legend

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- 51% - 70%
- 71% - 85%
- 86% - 100%

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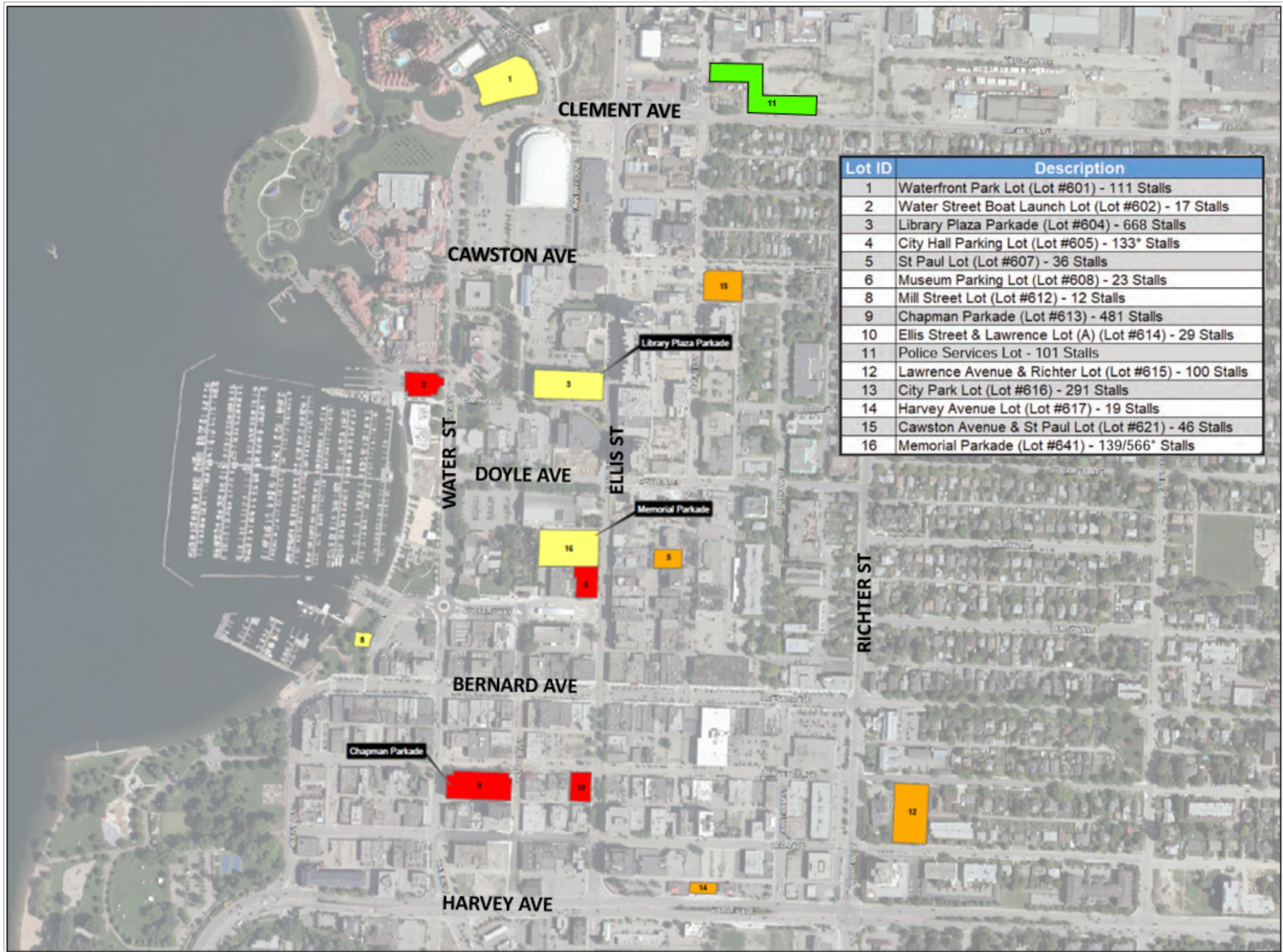


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22"x34")

Data Sources:
Data provided by -
- City of Kelowna
- Urban Systems Ltd
- Esri Basemaps

Project #: 0467.0474.01
Author: RB
Checked: XX
Status: **- DRAFT -**
Revision: A
Date: 2017 / 11 / 15



Lot ID	Description
1	Waterfront Park Lot (Lot #601) - 111 Stalls
2	Water Street Boat Launch Lot (Lot #602) - 17 Stalls
3	Library Plaza Parkade (Lot #604) - 668 Stalls
4	City Hall Parking Lot (Lot #605) - 133* Stalls
5	St Paul Lot (Lot #607) - 36 Stalls
6	Museum Parking Lot (Lot #608) - 23 Stalls
8	Mill Street Lot (Lot #612) - 12 Stalls
9	Chapman Parkade (Lot #613) - 481 Stalls
10	Ellis Street & Lawrence Lot (A) (Lot #614) - 29 Stalls
11	Police Services Lot - 101 Stalls
12	Lawrence Avenue & Richter Lot (Lot #615) - 100 Stalls
13	City Park Lot (Lot #616) - 291 Stalls
14	Harvey Avenue Lot (Lot #617) - 19 Stalls
15	Cawston Avenue & St Paul Lot (Lot #621) - 46 Stalls
16	Memorial Parkade (Lot #641) - 139/566* Stalls



Downtown Area Parking Plan Development

December 11, 2017



Downtown Kelowna Parking Plan

- ▶ Part of city-wide Parking Management Strategy
- ▶ Updated Neighbourhood plan for downtown
 - ▶ City controlled off-street parking
 - ▶ On-street parking



Guiding Principles for Parking Management



FOCUS ON EXCELLENT SHORT-TERM PARKING

The City's goal is to provide better short-term public parking and move away from being the primary provider of long-term parking.



SELF-FUNDED PARKING SYSTEM

There are many costs associated with parking: infrastructure, maintenance, equipment, enforcement, upgrades, customer service applications, replacement, land acquisition, management and more. The parking system must continue to pay for itself so taxes are not used for future initiatives or infrastructure.



CUSTOMER SERVICE AND FAIRNESS

Payment options, fair practices and real-time information make parking more accessible, easier to find, eases (or lessens) enforcement and supports active business areas and balanced neighbourhoods.



WORK WITH INSTITUTIONS, BUSINESSES AND DEVELOPERS

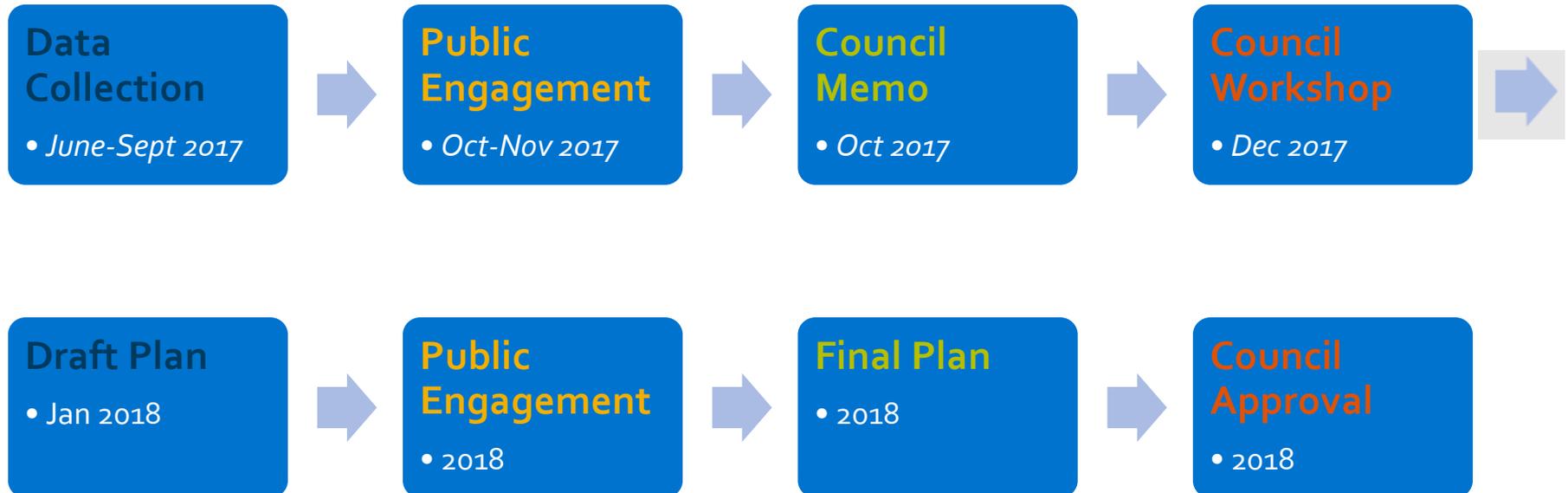
Parking policies must coordinate with the private and institutional sectors to ensure efficient and economical ways to address parking and transportation needs.



SUPPORT A MORE BALANCED TRANSPORTATION SYSTEM

Parking is part of the larger transportation picture. We need to get serious about discouraging single-occupant vehicle congestion and encouraging other ways to travel. Inexpensive and plentiful parking will not encourage people to use transit, walk or cycle.

Timeline



Data Collection

- ▶ On-street parking data
 - ▶ 15,850 vehicles surveyed using License Plate Recognition Vehicle
 - ▶ Data collected various days between June and September 2017
- ▶ Parkade occupancies from vehicle counting systems
- ▶ Surface parking lot occupancies from variety of dates throughout 2017



2pm-4pm

Legend

- 0% - 50%
- 51% - 70%
- 71% - 85%
- 86% - 100%

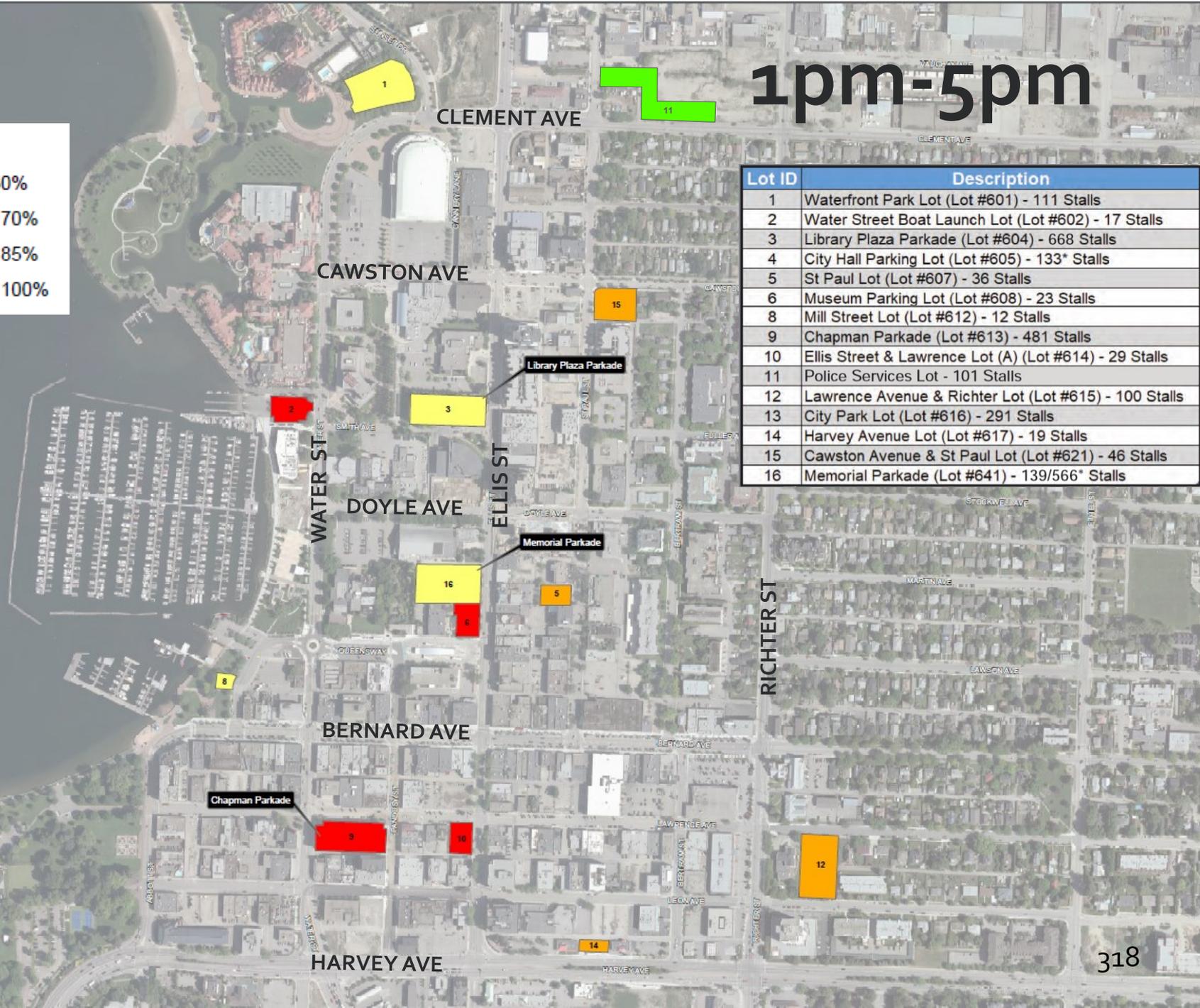


1pm-5pm

Legend

- 0% - 50%
- 51% - 70%
- 71% - 85%
- 86% - 100%

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Communications and Engagement Summary

Initiative	Objective	Level of Engagement
Initial Open House (Oct 2017)	Identify parking-related challenges and opportunities	46 Attendees / 22 Exit Surveys
Online Survey (Nov/Oct 2017)	Gather Feedback from Residents, Employees and Visitors	3,248 Responses
Meeting with Stakeholders (Nov 2017)	Gather Feedback	15 Attendees

Online Survey

- ▶ People who park downtown more frequently were significantly more satisfied with the availability of parking compared to people who park downtown less than once a month
- ▶ Satisfaction of businesses with regards to parking availability is higher than visitors
- ▶ There is a disconnect between visitor perceptions of parking availability and typical occupancies observed in the data

"I've never had issues parking downtown. The parkades always have spots available and are in convenient spots. My feeling is that people who complain about parking only look for on-street parking." – survey respondent who visits downtown

"It is really difficult and expensive to park downtown. It makes me not want to go downtown." – survey respondent who visits downtown

Online Survey

- ▶ Downtown employees and visitors are very price conscious
 - ▶ Cost is a top concern when making decisions about where to park

"Maybe making the monthly parking more affordable. I find it absolutely ridiculous to have to pay \$125 a month to park as a single mother who is trying to better my life." – survey respondent who works downtown

Staff Note - Random monthly passes are available in downtown area lots for \$63 (seasonal) and \$85 (private). Library parkade \$78.08 with a small wait list.

Online Survey

- ▶ Respondents almost evenly split about parking rates that vary by time of day or location to make finding a parking spot easier
- ▶ Parkades not as popular as surface lots or on-street parking. However, opportunities to address parkade concerns, including:
 - ▶ Enhanced security monitoring, and
 - ▶ Real-time information on remaining capacity

"The Chapman parkade is dangerous some days. It needs more security monitoring, especially after the sun goes down in the winter. I carry pepper spray in the parkade to keep myself safe." – survey respondent who works downtown

Online Survey

- ▶ Downtown residents indicated it is getting more difficult to find parking near their home and are concerned about the impact of events on parking.
 - ▶ However, also many residents want to see time restrictions relaxed.

"I am renting here temporarily but do not wish to live in this area as parking for visitors is very restrictive. Two hours is not enough for lunch and shopping hence one or the other. Developers do not provide enough parking for residents, temporary or permanent." – survey respondent who lives downtown

Changing Parking Landscape

Interior Health Downtown

- ▶ Over 900 employees
- ▶ 266 spaces required based on zoning
- ▶ 492 spaces provided
- ▶ 80% typical max occupancy at Memorial Parkade
- ▶ Minimal wait list for staff permits



Changing Parking Landscape

Ogo Car Share

- ▶ Each car share vehicle removes 9 to 13 personal vehicles from the road

	2013	Now (2017)
Members	35	Over 400
Vehicles Downtown	1	9

Changing Parking Landscape

- ▶ Self-driving Vehicles
- ▶ Ride Sharing (Uber, Lyft, etc.)
- ▶ Car Sharing
- ▶ Electric Vehicles



Problem Definition

- ▶ Public perception of parking availability is not always reflected in data collected
- ▶ Changing technology and demographics is making future parking demand uncertain
- ▶ High cost and potential risk to City for to provide additional off-street parking when future need is uncertain
- ▶ Parking rates do not encourage use of alternative transportation
- ▶ Under utilized private parking spaces at peak times



Big Ideas

- ▶ Variable Rates
- ▶ Leverage Technology
- ▶ Privatize Off-Street Parking
- ▶ Alternative Monthly Pass Program
- ▶ Parking Revenue to Support Alternative Transportation

Variable Rates

Potential Components:

- ▶ Target 85% to 90% occupancy through rate adjustments by:
 - ▶ Time of day, and
 - ▶ Location
- ▶ Parking rates can go up or down to achieve target
- ▶ Increase price differential between on-street/ surface lots/ parkades
- ▶ Progressive rate structure – each additional hour costs more than previous hour

2pm-4pm

Legend

- 0% - 50%
- 51% - 70%
- 71% - 85%
- 86% - 100%



Variable Rates

Relevance to Kelowna:

- ▶ Encourages use of less popular parking locations
- ▶ Creates capacity in more popular locations for brief stops / people who prioritize proximity
- ▶ Enables citizens to make conscious decisions regarding convenience vs. cost trade-offs
- ▶ Progressive rate structure encourages shift of longer stay parking to off-street facilities
- ▶ Encourages users to make other travel choices at busier times

Variable Rates

Examples:

- ▶ City of Vancouver
 - ▶ Adjusts on-street parking rates annually
 - ▶ Rates increase on blocks with over 85% occupancy
 - ▶ Rates decrease on blocks with less than 60% occupancy
- ▶ City of Kamloops
 - ▶ First 2-hours on-street are \$1.25/hour
 - ▶ Optional 3rd hour is \$2.50/hour
 - ▶ Reduces amount of overtime parking enforcement necessary

Leverage Technology

Potential Components:

- ▶ Enhance real-time information
- ▶ Payment options for smaller time periods
- ▶ Mobile technology to reduce number of pay stations required in the future
- ▶ Expand electric vehicle charging stations (number and type)
- ▶ App/website for residents to record visitor license plates as alternative to physical passes



Leverage Technology

Relevance to Kelowna:

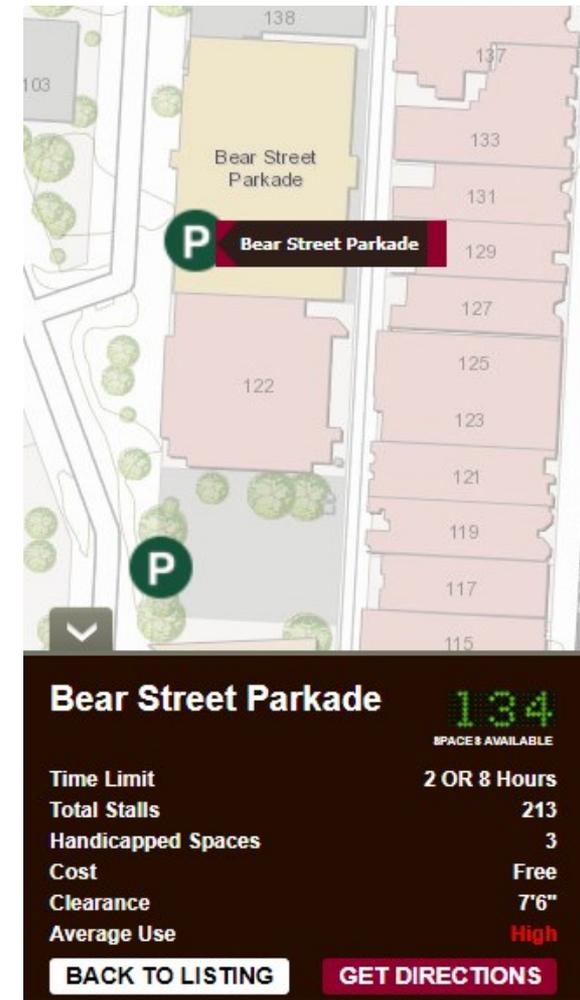
- ▶ Real-time info would make it easier to find available parking
- ▶ Convenience for users through greater payment options
- ▶ Payment for shorter periods encourages users to only park as long as necessary, especially in higher priced “premium” locations



Leverage Technology

Examples:

- ▶ Town of Banff
 - ▶ Has a parking guidance system to direct visitors to available parking and reduce traffic congestion
- ▶ Various Canadian Municipalities
 - ▶ Enable residents and parkers to renew permits online



Privatize Off-Street Parking

Potential Components:

- ▶ Current parking rates are too low to encourage purely private investment – no business case
- ▶ Much of existing privately owned public parking is subject to 3-year time limit (future development sites) as full development as parking not financially feasible.
- ▶ Capitalize upon unused parking in single-family, residential and commercial developments
- ▶ Pursue private/public partnership for next downtown parkade

Privatize Off-Street Parking

Relevance to Kelowna:

- ▶ \$121/stall/month revenue required to recover construction, ongoing maintenance and operations at parkades
- ▶ Average parkade revenues are \$104/stall/month
- ▶ Future parking needs are uncertain with self-driving and electric vehicles.



Privatize Off-Street Parking

Examples:

- ▶ City of Vancouver
 - ▶ Working towards enabling residential buildings in West End with excess parking to rent spaces to other area residents
- ▶ City of Calgary
 - ▶ Stratifying and/or leasing spaces in private parkades
 - ▶ City maintains role in parking without long-term liability of owning / operating infrastructure

Alternative Monthly Pass Program

Potential Components:

- ▶ Incentivize reduced use of monthly parking passes in City-owned facilities
- ▶ Eliminate or reduce and cap number of permits
- ▶ Restrict passes to upper levels or large surface lots only
- ▶ Users pay on a per day basis until they reach a monthly “cap” to provide incentive against daily use
- ▶ Maintain monthly passes but price at least 20 times daily rate so daily payment makes more sense for most people

Alternative Monthly Pass Program

Relevance to Kelowna:

- ▶ Current monthly parking encourages parking even when another option is available
- ▶ Daily parking provides an incentive to not use parking every day



Alternative Monthly Pass Program

Examples:

- ▶ Gates Foundation (Seattle)
 - ▶ Eliminated monthly passes
 - ▶ Instead charge a daily parking rate
 - ▶ Fees are capped at the monthly market rate for the area
- ▶ City of Calgary
 - ▶ Transportation Plan limits amount of all day commuter parking in downtown area
 - ▶ Intention is to limit long-stay parking in favour of increased transit/alternative transportation use
 - ▶ Overall number of parking spaces will increase with development but fewer will be designated long-stay

Parking Revenue to Support Alternative Transportation

Potential Components:

- ▶ Use parking revenue to fund purchase of land for:
 - ▶ Sidewalks/ active transportation corridors
 - ▶ Loading and charging areas to support ride share, car share, electric and self-driving vehicles
- ▶ Encourage transit use with increased price differential between transit and parking
- ▶ Support expansion of car sharing and car pooling



Parking Revenue to Support Alternative Transportation

Examples:

- ▶ City of Vancouver
 - ▶ Staff are reporting back to council on the possibility of doing a participatory budgeting trial as part of their West End Parking Strategy
- ▶ City of Portland
 - ▶ Significantly increased on-street parking rates in Northwest Portland
 - ▶ Used the revenue to reduce the need to drive to and from the area

Big Ideas VS. Guiding Principles

		Big Ideas				
		Variable Rates	Leverage Technology	Privatize Off-Street Parking	Alternative Monthly Pass Program	Parking Revenue to Support Alternative Transportation
Guiding Principles	Focus on excellent short-term parking	✓	✓	✓	✓	
	Self-funded parking system	✓		✓		✓
	Customer service and fairness	✓	✓			✓
	Work with institutions, businesses and developers		✓	✓	✓	✓
	Support a more balanced transportation system	✓			✓	✓

Next Steps

Complete Draft Area Plan

Second Open House and Stakeholder Meeting to Share Draft Plan

Refine Draft Plan Based on Feedback Received

Present Final Plan to Council for Approval



Questions?

For more information, visit kelowna.ca/parking.

Report to Council



Date: December 11, 2017
File: 0600-30
To: City Manager
From: City Clerk
Subject: Uptown Rutland Business Improvement Area – BL11504
Report Prepared by: C. Boback, Legislative Coordinator

Recommendation:

THAT Council receives for information, the Certificate of Sufficiency from the City Clerk dated December 11, 2017 pertaining to the establishment of the Uptown Rutland Business Improvement Area.

AND THAT Bylaw No. 11504 being the Uptown Rutland Business Improvement Area Bylaw be forwarded for adoption.

Purpose:

To submit the Certificate of Sufficiency for the Uptown Rutland Business Improvement Area and to advance Bylaw No. 11504 for adoption.

Background:

At the Regular Council Meeting on October 23, 2017, three readings were given to the Uptown Rutland Business Improvement Area Bylaw No. 11504, which authorizes the continuation of a Business Improvement Area ("BIA") in Central Rutland over a 5-year period (January 1, 2018 through December 31, 2022) inclusive.

Under the provisions of the *Community Charter*, notice was advertised in the Daily Courier on October 27 and November 2, 2017 and was posted on the Notice Board at City Hall on October 27, 2017. Notices were mailed to the owners of the 124 affected parcels on October 24, 2017 giving a deadline of 4:00 p.m. Monday, December 4, 2017 for receipt of petitions against Bylaw No. 11504.

As of the deadline date, the Office of the City Clerk had not received any petitions.

As an insufficient number of valid petitions were received prior to the petition deadline, Council may now consider adoption of the bylaw.

Internal Circulation:

Legal/Statutory Authority:

Community Charter, Sections 94, 211, 212 and 215

Legal/Statutory Procedural Requirements: Under the *Community Charter*, notices must be mailed to affected property owners, and advertisements must be placed in a local newspaper and on a public notice board. Petitions against the proposed bylaw must be received by the Officer responsible for Corporate Administration (the City Clerk) by the deadline set by Council, and must be certified as sufficient or not, according to the requirements of the legislation.

Considerations not applicable to this report:

Existing Policy:

Financial/Budgetary Considerations:

Personnel Implications:

External Agency/Public Comments:

Communications Comments:

Alternate Recommendation:

Submitted by:

S. Fleming, City Clerk

cc. Revenue Supervisor

CITY OF KELOWNA

CLERK'S CERTIFICATE OF SUFFICIENCY

I hereby certify that sufficient petitions **HAVE NOT** been received in relation to the Uptown Rutland Business Improvement Area Bylaw No. 11504 as detailed below.

Dated this 4th day of December, 2017.


 S. Fleming, City Clerk

Bylaw No.	Description Of Proposal	No. of Parcels	No. Required to Defeat Proposed Establishment of BIA (+50%)	Total No. of Valid Petitions Received	Assessed Value Required to Defeat Proposed Establishment of BIA (+50% of Total)	Total Petitioners' Assessment
Uptown Rutland Business Improvement Area Bylaw No. 11504	To create a business improvement area for central Rutland, implemented by the Uptown Rutland Business Improvement Association.	124	63	0	Total: \$151,266,200.00 50% and over \$75,633,100.00	0

CITY OF KELOWNA

BYLAW NO. 11504

UPTOWN RUTLAND BUSINESS IMPROVEMENT AREA

A bylaw of the City of Kelowna to establish a local area service for the purposes of annually funding the Uptown Rutland Business Improvement Area (2018-2022).

WHEREAS section 215 of the Community Charter provides Council with the authority to establish, by bylaw, a business improvement area (a "BIA");

AND WHEREAS the Council of the City of Kelowna has been notified that the owners of certain properties in the Rutland area of the City have formed a BIA merchant association known as the Uptown Rutland Business Improvement Association (the "URBIA");

AND WHEREAS the Council of the City of Kelowna has mailed to the owners of the parcels liable to be specially charged, pursuant to section 213 of the Community Charter, notice of Council's intention to proceed with a bylaw to establish the Uptown Rutland BIA for the years 2018-2022 in order to provide certain services, through the URBIA, under a business promotion scheme;

AND WHEREAS notice of Council's intention to proceed with a bylaw to establish the Uptown Rutland BIA for the years 2018-2022 in order to enable the URBIA to provide certain services under a business promotion scheme has been published in a newspaper pursuant to section 213 of the Community Charter;

AND WHEREAS any petition received against the proposed work was not sufficient pursuant to section 212 of the Community Charter, to prevent Council from proceeding;

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

1. Those lands within the area shown outlined in black on the map attached hereto and forming part of this bylaw as Schedule "A" are designated as a Business Improvement Area (BIA) within the meaning of section 215 of the Community Charter and shall be known as Uptown Rutland Business Improvement Area.
2. Council is hereby empowered to grant to the URBIA, for the term of this bylaw, money in the amount of the URBIA's annual budget, as submitted to and approved by Council, but in any event not exceeding the sum of Two Hundred and Four Thousand One Hundred and Seventy-Two Dollars (\$204,172.00) per annum.
3. Money granted pursuant to section 2 of this bylaw must be expended only by the URBIA.
4. Money granted pursuant to section 2 of this bylaw shall be expended only for projects provided for in the annual budget of the URBIA, as submitted to and approved by Council, and following the Business Promotion Scheme, attached to and forming part of this bylaw as Schedule "B".

5. The URBIA shall submit to the Council of the City of Kelowna, annually, on or before March 15, a budget for the calendar year, which outlines revenues and expenditures related to the carrying out of the Business Promotion Scheme outlined in Schedule "B" during that year.
6. The URBIA shall account for the money granted by Council for the previous calendar year at the same time as the annual budget is submitted pursuant to section 5 hereof.
7. The URBIA shall submit to the Council of the City of Kelowna, annually, on or before March 15, financial statements in accordance with generally accepted accounting principles (GAAP) that include a Notice to Reader.
8. The URBIA shall have a Review Engagement Audit performed in the fifth (5) year namely fiscal year ended 2022.
9. An advance payment equal to 25% of the prior year grant amount may be provided to the URBIA prior to Council approval of the annual budget for each of the years included in this agreement. Any advance payment shall then be deducted from the total grant amount to be paid to the URBIA for that year following Council's review and approval of the annual budget.
10. The URBIA shall not incur any indebtedness or other obligations beyond each budget year.
11. There shall be levied annually against all taxable land and improvements within the designated Business Improvement Area which fall within Class 5 or 6 of the Assessments - Class and Percentage Levels Regulation, B.C. Reg. 438/81 excluding Federal, Provincial and Municipal owned properties used for government purposes, and based on assessed values, rates sufficient to raise the sum in accordance with section 2 herein or such lesser amount as granted to the URBIA pursuant to the provisions of this bylaw.
12. The URBIA shall take out and maintain public liability, property damage, and other required insurance naming the City of Kelowna as Additional Insured in the amount of not less than \$2,000,000.00, and shall provide upon request to the City of Kelowna proof of such insurance in the form of the City's standard Certificate of Insurance.
13. The URBIA shall procure and maintain at its own expense:
 - (a) Comprehensive General Liability Insurance providing for all sums which the URBIA shall become legally obligated to pay for as a result of bodily injury, property damage or other damages, providing for an inclusive limit of not less than \$2,000,000.00 for each occurrence or accident;
 - (b) Automobile Liability Insurance covering all motor vehicles owned operated and used directly or indirectly in the operations of the URBIA, with a limit of liability of not less than \$2,000,000.00 inclusive; and
 - (c) Such other insurance coverage appropriate for the operations of the URBIA as determined by the City.
14. All Insurance required to be obtained by the URBIA pursuant to this bylaw shall name the City as an Additional Insured, and shall be primary without any right of contribution from any insurance otherwise maintained by the City.

15. The URBIA shall submit Certificates of Insurance as, and in the form, required by the City, which shall provide that 30 days' written notice shall be given to the Risk Manager of the City, or designate, prior to any material changes or cancellations of any such policy or policies.
16. The Business Improvement Area created by this bylaw may be merged with another Business Improvement Area, whether contiguous or not, for the purpose of providing, consolidating or completing necessary works or services for the merged area.
17. This bylaw shall be effective from the date of adoption through December 31, 2022 inclusive.
18. This bylaw may be cited as "Uptown Rutland Business Improvement Area Bylaw No. 11504."

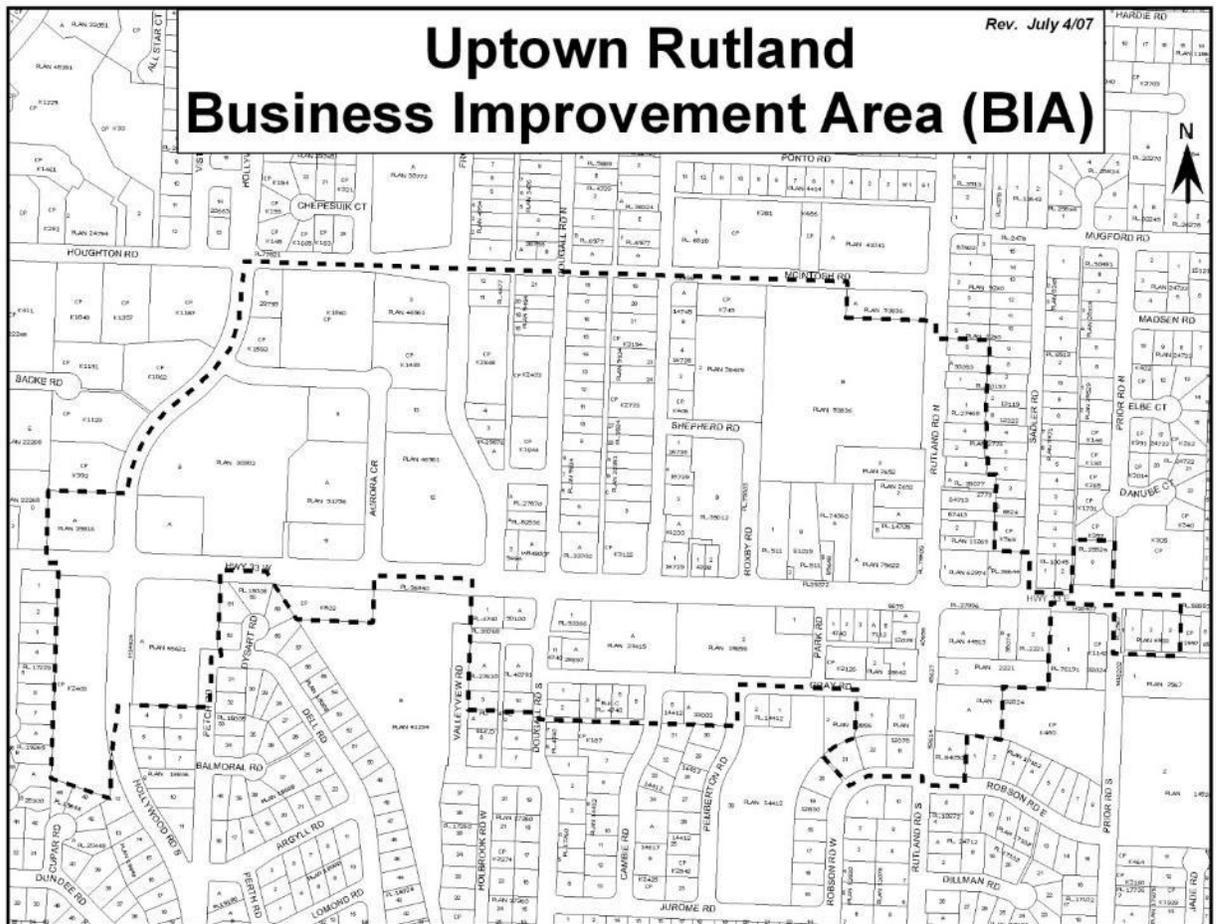
Read a first, second and third time by the Municipal Council of the City of Kelowna this 23rd day of October, 2017.

Adopted by the Municipal Council of the City of Kelowna this

Mayor

City Clerk

Schedule A – Map



Renewal 2018-2022



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1.0 Executive Summary

Over the past five years, the URBA board and members continue to have a direct, positive influence when it comes to Rutland businesses and the community overall. Through the Business Improvement Association, URBA is determined to be part of the process when it comes to revitalization and the creation of a defined Town Centre for Rutland which is long overdue.

Revitalization is an ongoing process; numerous goals have been achieved and continue to cultivate such as C7 zoning; Revitalization Tax Exemption Bylaw, which is designed to encourage new residential and commercial development to locate within urban centres; transit improvements and the redesign of Hwy 33. URBA has cultivated community partnerships with RCMP, non-profit organizations and city staff, we have hosted community clean-up events, focused on streetscape improvements such as planters, hanging baskets and new banners. URBA continues to produce signature events throughout the year to encourage people to stay, play, work and live in Rutland.

Our goals include: creating an attractive, viable business community, lobbying for improved public transit, roads, community facilities, parks, schools and access to local social services. We also want to focus on physical, social and economic infrastructure improvements to build a safer, stronger and a healthier area while significantly enhancing the quality of life for both businesses and residents.

URBA will be instrumental in creating incentive programs and tie them to revitalization for our area. Programs such as facade improvement grants, awning, and lighting and signage grants have worked well for other communities and ideas such as this could benefit the Rutland Town Centre. Improving member engagement is another aspect URBA will focus on moving forward. Done right, member engagement builds loyalty. We want to see more of our members using our services and programs and experiencing first-hand what the BIA can do for them

2.0 Vision

2.1 Mission Statement

To develop and market Uptown Rutland in conjunction with community stakeholders, as “an excellent area to do business, live and play”.

2.2 URBA Vision for the Rutland Town Centre

Continuously support a healthy business community that celebrates the diversity in which we live, work and play in.

Mandate: To market the commercial areas, attract new business and assist with business development goals in co-operation with public and private sector partners.

2.3 Strategic Priorities

- Relationships
- Beautification
- Promotions

2.4 URBA Objectives



Short Term

- Attract new businesses
- Work together with the City of Kelowna to finish Hwy 33 corridor with streetscape improvements
- Encourage the UBCO faculty and students to experience what the Uptown Rutland merchants and services have to offer
 - Student discount program have been established and we will continue to market the concept throughout the School District, OC and UBCO
 - Work with developers to promote the many multiuse developments that have been completed or near completion
- Be proactive and look at some strategies for a healthier Uptown Rutland community
- Work with the Economic Development Commission of the Okanagan to develop a retail recruitment strategy to attract targeted retailers to the Rutland Town Centre
- Together with the Downtown Kelowna Association, host a Business Improvement Areas of BC Convention, introducing 300-400 people to the City of Kelowna in 2018

Long Term

- CREATE A TOWN CENTRE
- Marketing our strengths – share what is unique to our area
- Flexible housing – affordability, seniors, students, families, multicultural. Can the city offer incentives?
- Education – promote how Rutland is a great place to live K-U (Kindergarten-University)
- Improve our mobility – transit, walkability, bikes, traffic calming
- Find new purposes for old buildings (don't sell it, change it!)
- Create a sense of place – gathering place, green space, more culture, sense of security
- Continue to grow and evolve our signature events; Business Expo, Cruisin the Park Car Show, Uptown Rutland Scarecrow Festival and Christmas Light-Up
- Build stronger partnerships with community associations such as the Rutland Residents Association, Black Mountain Residents Association, Blue Sky at Black Mountain, Rutland Park Society and Big White
- Create a Town Centre-Incorporating the “Urban Centres Roadmap” work with the City of Kelowna to develop principles, policies, designs and planning objectives which will define the character of the Rutland Town Centre.

3.0 Uptown Rutland Business Improvement Area

3.1 What is a BIA?

Business Improvement Areas (BIAs) are groupings or communities of businesses, approved by municipal council, and designated as BIAs. BIAs develop and undertake programs to improve and beautify the Improvement Area, to promote the districts and the businesses within it, to bring customers to the area, to stimulate the economy, and to support the community. These programs can include physical improvements to the area, events and activities, promotional activities, decor and enhancements, advisory and advocacy, and member communications. These programs typically aim to keep the BIA area foremost in the public's mind as an attractive, pleasant place to shop, to be entertained, to work and to live.



For many BIAs, the social wellbeing of the community is very important. Many BIAs have programs that deal specifically with homelessness, graffiti, crime prevention, safety, transportation, accessibility, density, green spaces and other issues. In addition, BIAs have expanded their roles to include business recruitment to their list of goals.

BIAs help to create stronger communities by supporting member participation through the Board of Directors and the various committees of the BIA. The formal BIA designation allows for a planned program to be developed with an annual budget contributed to by all its members.

3.2 Uptown Rutland Business Association (URBA) and who is a Member?

Managed by a volunteer Board of Directors which consists of both property owners and tenants, they are the voices elected by the membership to run the Uptown Rutland Business Improvement Association. The URBA Board has created solid relationships with the City of Kelowna, Central Okanagan Development Corporation and Rutland associations to coordinate business improvement initiatives. A paid Executive Director, chosen by the board, administers the day-to-day operations of the Association.

All commercial property owners and business owners located within the BIA boundaries are members of the Uptown Rutland Business Association, a not for profit society governed by the Society Act and funded by a special levy agreed to by Class 5 and Class 6 property owners. No person shall be a member of the Society unless that person is a Property Owner or Tenant for at least SIX (6) months immediately preceding the date that a Property Owner or Tenant becomes a member.

There are two documents that control the activities of the BIA: The City of Kelowna Bylaw No.11504 and the Articles of Incorporation, Societies Act, Province of British Columbia.

3.3 How the BIA Benefits You & Your Business

- **Coordinated Efforts** – Working together, everyone is able to achieve more than working alone. Whether it be addressing street issues, managing growth and development, or managing special events to increase visitation to the core, the efforts of the Association, its membership, and stakeholders have a dramatic impact in the community.
- **Sustainable Funding** – Through a five-year mandate, the BIA structure allows the Association to plan and execute multi-year programs. This has allowed the expansion of programs from ad hoc or seasonal to annual programs through a mix of core funding and leveraged dollars from government and corporate sources.
- **Self-Reliance** – The BIA structure provides both the structure and mechanism for the Association to identify useful neighbourhood projects and allocate money towards those projects. Businesses benefit from the whole area coming together to leverage its resources verses each business trying to work independently.
- **Strong Public Image** – The activities and commitment of the Association to improve the Rutland neighbourhood through stewardship raises the profile of the Rutland Town Centre, creating an image of a “cared for” area in the community.
- **Community Benefit** - Consensus amongst economic development professionals, supported by numerous development reports, relate that the health of an entire community can be measured by the success of its business



core and town centre. A strong and vibrant town centre, the heart of any community regardless of size, enhances the image and economy of the entire neighborhood.

3.4 Accomplishments

2013

- Rutland Dig Your Neighbourhood 2013-2014 – UBCO partnership
- Work began on Hwy 33
- A successful workshop that formed TRUST (The Rutland Unified Stakeholders Team)
- Shepherd Rd Transit Exchange launched
- 83 new trees added to Lion's Park to enhance its beauty
- Partnership with Parks Alive established
- Partnership with UBCO and their 4th year marketing students
- Our Rutland project with the City of Kelowna - \$132K

2014

- Hwy 33 and Dougall Road upgrades were completed
- Attractive new banners up Hwy 33, Hollywood Rd and Rutland Rd. They showcase our new logo and reflect the seasons of Okanagan
- Partnerships that make a community grow and prosper began. The City of Kelowna, The Regional District, Chamber of Commerce, Economic Development Corp, Pathways, the Salvation Army, Ministry of Transport, Rutland Park Society, Rutland Residents Association, Festivals Kelowna, Blue Sky @ Black Mountain and the list keeps growing. The ability to partner effectively with other individuals and organizations -- both inside and outside the community - is extremely vital so Rutland can be a viable and healthy community

2015

- Spring Clean Up Program created
- Art in Empty Spaces Grant & collaboration with businesses
- Partnership with City of Kelowna Parks Department to add planters and hanging baskets
- Over 100 businesses participated in our events by providing sponsorship, volunteers, prizes or a combination of the three. Over 500 volunteer hours were recorded for our events
- Associations with SD23, Rutland Parks Society, Festivals Kelowna, Okanagan Men's Shed, Salvation Army and Arts Council of the Central Okanagan helped create synergy throughout the community

2016

- Pianos in the Park brought to Rutland
- Summer Students brought on board
- Key stakeholders doing renovations and up-grades to their businesses
- New business moving into the area
- Work at Rutland Centennial Park
- Small Business Expo success
- After Hours engages new faces
- URBA's monthly newsletter is sent out electronically and thanks to our partnership with Pathways Abilities Society, it is hand delivered to each business in our BIA. Our web site has also seen triple the volume since 2015
- Events have been fine-tuned and numbers keep growing
- 1st annual Grub Crawl took place in Sept



- New Christmas Tree and décor
- Governance package for URBA board created and adopted
- Social media & website traffic continues to grow
- \$25K grant from the province for trees at Rutland Centennial Park
- Trees replaced up Hwy 33 and still ongoing

2017

- Survey conducted with membership in April
- Annual Spring Clean Up done by our members with the support of RDCO
- Event sponsorship and attendance continues to grow
- Prospectus Map – partnership City of Kelowna
- Summer students contract was renewed
- Partnership with City of Kelowna Parks Department to add additional planters and hanging baskets
- URBA partnership with Interior Health and several outreach service agencies are working on solutions to reduce the number of discarded needles in our City
- Pianos in the Park program returned to our community
- Ongoing partnership with Parks Alive to host their events in our area
- Committee formed to help Thrift Stores deal with the items dropped off “after hours” to help clean our areas clean of debris
- URBA is a strong advocate for the City of Kelowna’s “service request” on line program

3.5 Tax Levy

If local businesses support the BIA renewal, the City of Kelowna will initiate collecting the tax levy through the creation of a new Bylaw, of which a draft copy is attached. These funds will be used to help the BIA operate and achieve the objectives as written in the business plan. In addition, these funds will be used to “leverage” additional financial support. Typically, the tax levy will be \$1.19 to \$1.38 per \$1000 of the assessed property value of each business.

3.6 Proposed BIA Area

URBA suggests the current BIA boundary as proposed in Appendix 1 remain unchanged. The BIA area currently extends along the Hwy 33 corridor from Hollywood Road to Prior Road, North to Houghton/McIntosh and south to Robson Road East.

4.0 Organization

4.1 URBA

The URBA membership, as defined by the BIA boundaries, consists of approximately 150 property owners, 225 businesses, retailers and restaurants.



4.2 URBA Board of Directors

URBA is directed by a Board of Directors, consisting of 13 Directors. The day-to-day business operations are managed by an Executive Director and one staff member.

The URBA board represents the business community. As BIAs are not just about business improvement but about overall neighborhood improvement, URBA also encourages public participation from other advocates and associations of the Rutland Community. URBA is often the first point of contact for Rutland concerns, neighborhood development and community celebrations.

The 2017 Board of Directors:

Mike Koutsantonis	President
Dawn Thiessen	1 st Vice President
Jamie Needham	2 nd Vice President
Shawndra Bodkin	Treasurer
Mark Beaulieu	Director
Garry Benson	Director
Chandan (Ruby) Dulay	Director
Curtis Fieseler	Director
June Forman	Director
Shelley Kvamme-MacDonald	Director
Kamal Shoranick	Director
Frank Pohland Director	Appointed
Kevin MacDougall Director	Appointed



5.0 Uptown Rutland: The Next Five Years 2018 – 2022

Looking forward, the Uptown Rutland Business Association will be asking the City of Kelowna to approve its mandate for the next 5-year term from 2018 - 2022. The mandate is based on the official strategic plan and budget, developed by the URBA board and endorsed by the URBA membership, which would support the growth of new and existing programs that will benefit the entire Rutland neighborhood.

Strategic Priorities

1. Relationships
2. Beautification
3. Promotions

5.1 Relationships

- Primary Goals (Guide Board to Achieve the BIA's Mission, Vision and Mandate)
 - To have a strong and consistent voice for our membership with City Council and staff
 - Be recognized by URBA members and Rutland residents as a champion for the business community and neighbourhoods
- Objectives (Guide Staff to Achieve the BIA's Goals)
 - Actively participate with community organizations and community events
 - Foster strategic and collaborative relationships with business and community focused organizations
 - Monitor and engage on issues affecting URBA businesses
 - Build strong relationships with our commercial property owners
 - Encourage members to actively participation in the URBA initiatives

5.2 Beautification

- Primary Goals (Guide Board to Achieve the BIA's Mission)
 - Creatively enhance URBA streetscapes and greenspaces
 - Be recognized as a community leader with respect to beautification
 - Consult with URBA members in identifying potential beautification projects and areas of concern to bring forward to City of Kelowna elected officials and staff
 - Work with Rutland membership, community organizations and City of Kelowna in prevention and remediation of graffiti & vandalism
- Objectives (Guide Staff to Achieve the BIA's Goals)
 - Work with URBA membership, the City of Kelowna, and community groups on beautification initiatives
 - Explore initiatives to address vacant building and lot appearance
 - Research creative solutions to deter vandalism & graffiti
 - Promote a clean, well maintained business façade among URBA membership



5.3 Promotions

- Primary Goals (Guide Board to Achieve the BIA's Mission)
 - Champion accessibility to Rutland businesses and neighbourhoods
 - Promote the URBA membership and neighbourhoods throughout City and RDCO
- Objectives (Guide Staff to Achieve the BIA's Goals)
 - Expand current URBA marketing initiatives and annual events
 - Investigate and develop new marketing initiatives and promotional events to promote shopping and livability within the business improvement area
 - Support third party community events in Rutland
 - Keep URBA membership engaged in and aware of advertising and marketing opportunities



6.0 Five-Year Budget - 2018 - 2022

6.1 Operating Budget

A member's survey was completed in April which along with the Board of Directors, and the BIA Renewal Committee produced a clear list of priorities for the BIA. Programs are being developed to address these priorities and a budget is prepared.

2013-2017 revenue from the membership levy was 10% for the first year and 2% for years two thru five. In 2017 the annual contribution was \$176,160. 2018-2022 the proposed 2.5% increase is for the first four years. It is intended to cover inflationary cost increases and will enable the Association to deliver consistent value to its members. Over the past five years, URBA has successfully leveraged the BIA tax levy funding through events, sponsorships and government grants.

URBA anticipates we will continue to leverage our funding and have included this in our proposed budget. Year 5 the proposed increase is 5% which provides for URBA to respond to opportunities, and save for future projects such as the completion of Rutland's Town Centre which is part of the City's Urban Roadmap.

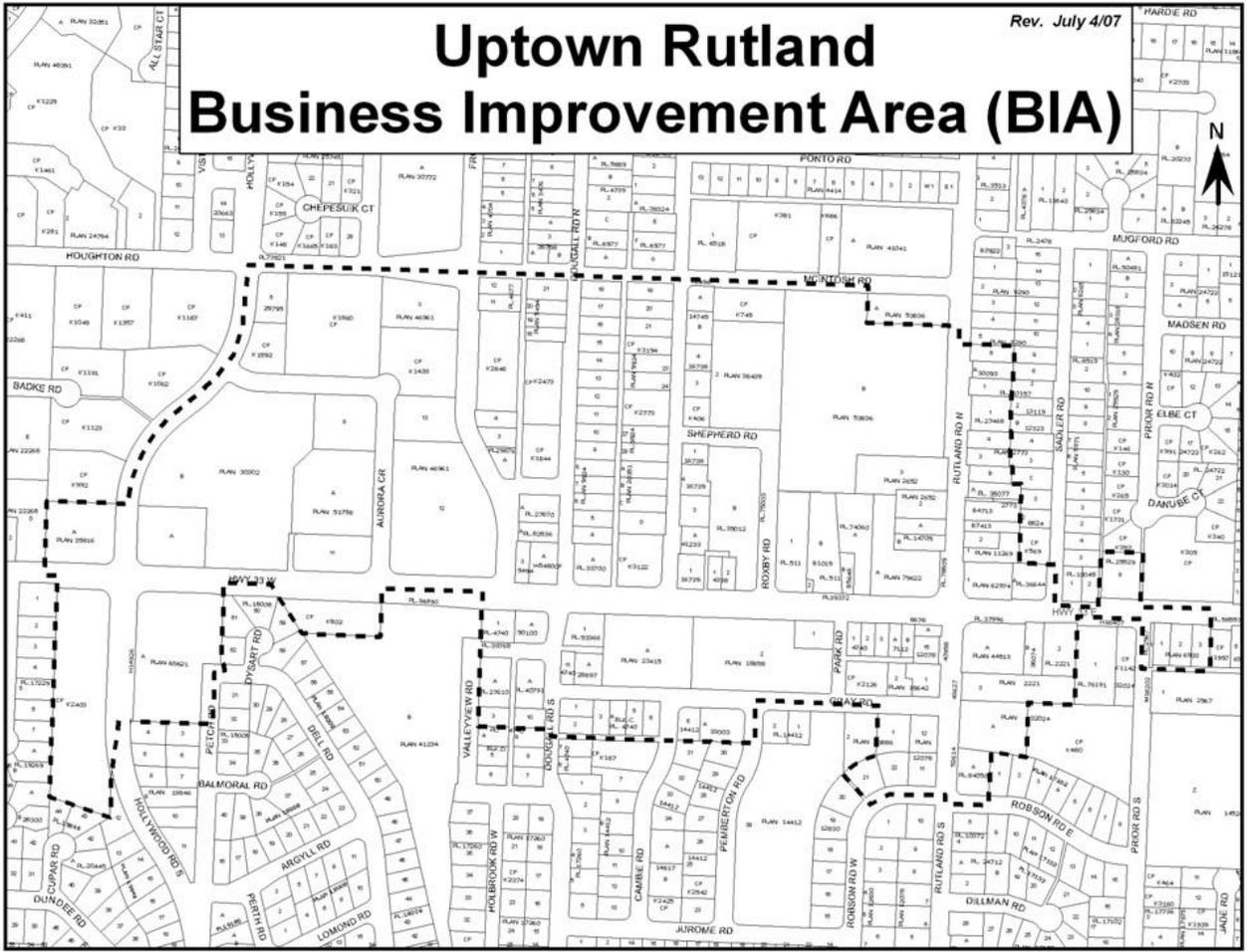
Proposed BIA Budget					
	2018	2019	2020	2021	2022
Revenue					
City Funding Tax Levy (Capped)	180,564	185,079	189,706	194,449	204,172
Other Income Events, Sponsorships, Grants	50,400	35,400	50,400	35,400	50,400
Total Revenue	230,964	220,479	240,106	229,849	254,572
Beautification/Streetscape	24,000	14,000	34,000	19,000	44,000
Community Safety/Programs	4,000	4,000	2,000	2,000	2,000
Events & Promotions	33,571	33,961	34,358	34,763	35,176
General and Administration	153,951	151,836	152,509	155,297	159,147
Marketing	12,000	12,500	13,500	13,500	11,000
Total Expense	227,522	216,297	236,366	224,560	251,323
Net Revenue	3,442	4,182	3,740	5,289	3,249

NOTES TO PROPOSED BUDGET

- The 2.5% annual increase proposed for years 2018-2021 is only a .5% increase from the previous 5 year term.
- In 2022 year 5 the increase proposed is 5% which allows URBA to respond to opportunities, and save for future projects such as the completion of Rutland's Town Centre.
- The reason for a small Net Revenue each year is to be able to respond to new opportunities and situations throughout the year
- Based on 2017 total assessment value of \$151,266,200 the tax levy will be \$1.19 per \$1000 of assessed value. Going forward, the tax levy is estimated between \$1.19 to \$1.38.



7.0 Appendix A: Uptown Rutland Business Improvement Area Map



URBA proposes the BIA Boundary Map as adopted in 2008 under By-Law No.9813 remain unchanged.

Approved by Uptown Rutland Business Association

[Handwritten Signature]
Signature

Mike Koutsantonis - President

Oct 6, 2017
Date

[Handwritten Signature]
Signature

Dawn Thiessen - 1st Vice President

Oct 6, 2017
Date

