

# Report to Council



**Date:** September 26, 2022

**To:** Council

**From:** City Manager

**Subject:** Policy Amendments Related to Zoning Bylaw No. 12375 and 2040 Official Community Plan Bylaw No. 12300.

**Department:** Development Planning

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## **Recommendation:**

THAT Council Policy No. 301, being Private Docks Abutting City-Owned Lots Severed from Upland Lakefront Parcels, be revised as outlined in the Report from Development Planning dated September 26, 2022;

AND THAT Council Policy No. 329, being Downtown Commercial Building Encroachment Policy, be revised as outlined in the Report from Development Planning dated September 26, 2022;

AND THAT Council Policy No. 366, being Residential Parking Permit Program, be revised as outlined in the Report from Development Planning dated September 26, 2022;

AND THAT Council Policy No. 367, being Public Notification & Consultation for Development Applications, be revised as outlined in the Report from Development Planning dated September, 2022;

AND FURTHER THAT Council Policy No. 374, being Snow and Ice Control for Parks and Civic Properties, be revised as outlined in the Report from Development Planning dated September 26, 2022.

## **Purpose:**

To approve changes to various Council Policies to align with Zoning Bylaw No. 12375 and 2040 Official Community Plan Bylaw No. 12300.

## **Background:**

In January 2022, Council adopted 2040 Official Community Plan (OCP) Bylaw No. 12300; and on May 30, 2022, and June 21, 2022, Council gave reading consideration to Zoning Bylaw No. 12375 that would replace Zoning Bylaw No. 8000 in its entirety. Development Planning Staff have reviewed existing Council Policies and identified several that require amendments to align with the new zoning bylaw and the new OCP. These amendments are triggered by a change in wording, a change in mapping references,

or reference to a zone that will not exist in the new bylaw. These proposed amendments are considered administrative and not a change in regulations.

Several additional policies were identified that require more in-depth amendments due to the change from 2030 OCP to 2040 OCP. These amendments will be brought forward at a later date from the Policy and Planning Department.

**Discussion:**

A. Council Policy No. 301, being Private Docks Abutting City-Owned Lots Severed from Upland Lakefront Parcels.

This policy provides direction for consideration of support of dock license applications adjacent to City-owned property. Recommended amendments to this policy include reformatting the policy to current corporate standard; and updating references to the zoning bylaw to align with Bylaw No. 12375.

Please see Attachment "A" for DRAFT Council Policy.

B. Council Policy No. 329, being Downtown Commercial Building Encroachment Policy.

The purpose of this policy is to facilitate façade renovations in Kelowna's Downtown Urban Centre. Recommended amendments to this policy include reformatting the policy to current corporate standard; updating mapping references; and updating references to the zoning bylaw to align with Bylaw No. 12375.

Please see Attachment "B" for DRAFT Council Policy.

C. Council Policy No. 366, being Residential Parking Permit Program.

This policy outlines the administrative procedures required of the Residential Permit Program. Residential Area Parking Restrictions help to manage non-resident vehicles in neighbourhoods by restricting the amount of time non-residents can park in a zone. Recommended amendments to this policy include reformatting the policy to current corporate standard; removing references to RU7 zones that will not exist in Bylaw No. 12375; and simplifying the Administration Table to be based on the number of dwelling units rather than the zone or building type.

Please see Attachment "C" for DRAFT Council Policy.

D. Council Policy No. 367, being Public Notification & Consultation for Development Applications.

The purpose of this policy is to establish standards and procedures for applicants' public notification and consultation responsibilities in respect of development applications. Recommended amendments to this policy reformatting the policy to current corporate standard; and providing clarity on the distinction between Major and Minor applications for the purposes of consultation.

Please see Attachment "D" for DRAFT Council Policy.

E. Council Policy No. 374, being Snow and Ice Control for Parks and Civic Properties.

The purpose of this policy is to define minimum standards for winter snow and ice control at city parks and civic properties. Recommended amendments include reformatting the policy to current corporate standard; and updating wording.

Please see Attachment "E" for DRAFT Council Policy.

**Conclusion:**

Staff are recommending support for the amendments to various Council Policies because of the change in the zoning bylaw from Bylaw No. 8000 to Bylaw No. 12375 and the change in the OCP to the 2040 OCP Bylaw No. 12300, as the amendments are considered administrative.

**Internal Circulation:**

Parking Services  
Civic Operations  
Policy and Planning  
Office of the City Clerk

**Submitted by:**

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**Approved for inclusion:**

Lydia Korolchuk, Urban Planning Manager  
Terry Barton, Development Planning Manager  
Ryan Smith, Director of Planning & Development Services

**Attachments:**

Attachment "A": Council Policy 301  
Attachment "B": Council Policy 329  
Attachment "C": Council Policy 366  
Attachment "D": Council Policy 367  
Attachment "E": Council Policy 374

**cc:**

Dave Duncan, Parking Services Manager  
Robert Miles, Long Range Policy Planning Manager  
Tiffany Keis, Civic Operations Finance & Administration Manager