

Agenda

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**Parks and Recreation Advisory
Committee Meeting
to be held at
City of Penticton, Council Chambers
171 Main Street, Penticton, B.C.**

**Wednesday, August 21, 2019
at 1:30 p.m.**

1. **Call Regular Committee Meeting to Order**
2. **Introduction of Late Items**
3. **Adoption of Agenda**
4. **Adoption of Minutes**
 - 4.1 Minutes of the July 10, 2019 Parks and Recreation Advisory Committee Meeting **3-5**
Staff Recommendation: THAT the Parks and Recreation Advisory Committee adopt the minutes of the July 10, 2019 meeting as presented.
5. **Delegations**
 - 5.1 SS Sicamous Marine Heritage Society **6-10**
Re: Marine Education and Woodworking Centre –
6. **Business Arising from Prior Meetings**
7. **Correspondence**
8. **New Business**
 - 8.1 1400 Riddle Road (3 Blind Mice Area) – Park Designation & Management Plan **11-17**
Staff Recommendation: THAT the Parks and Recreation Advisory Committee recommend that the City property located at 1400 Riddle Road (District Lot 392S, Similkameen Division Yale District) be rezoned from Forestry Grazing (FG) to Parks and Recreation (P2) to coincide with the current and future Official Community Plan designation for this property;

AND THAT in accordance with the 2018 Parks and Recreation Master Plan that a "Management Plan" for the property be included in the 10-Year Parks Department Capital Budget submission;

AND THAT the Wild Fire Interface concerns continue to be investigated and addressed as outlined in the City of Penticton Community Wildfire Protection Plan (CWPP) as required subject to sufficient funding being available;

AND FURTHER THAT until such time as the "Management Plan" is complete the Parks and Recreation Advisory Committee recommends the existing and future Penticton Area Cycling Association License to Use and the Penticton Disc Golf Club License to Use be amended to include additional language that sets out requirements for:

- a. Environmental assessment and protection prior to developing any new recreational trails, amenities, or features; and*
- b. Consultation and approval of City staff prior to designing and constructing any further recreational trails, amenities, or features; and*
- c. Construction, operation, and maintenance methodology and standards; and*
- d. Public Services/Outreach; and*
- e. Consultation and engagement with the public prior to designing and constructing any further recreational trails, amenities, or features.*

8.2 'Open Space (Parkland) Development Cost Charge (DCC) Update' Work Plan **18-21**

Staff Recommendation: THAT the Committee endorses the 'Open Space (Parkland) Development Cost Charge (DCC) Update' work plan as outlined in the report dated August 21, 2019 by Blake Laven, Planning Manager.

9. **Council Outcome**

10. **Next Meeting**

11. **Adjournment**

Minutes



Parks and Recreation Advisory Committee Meeting

Held at City of Penticton Committee Room A
171 Main Street, Penticton, B.C.

Wednesday, July 10, 2019
at 1:30 p.m.

Present: Councillor Bloomfield, Acting Chair
Tyson Bull
Gary Dean
Lesley Chapman
Donna Ritchie
Lee Davidson
Sandy Ross
Peter Osborne
Michaela Wooldridge
Julia Barber
Drew Barnes

Staff: Len Robson, Public Works Manager
Anthony Haddad, Director of Development Services
Donny van Dyk, Chief Administrative Officer
Kelsey Johnson, Recreation Business Supervisor
Paula McKinnon, Legislative Assistant

Guest: Doug Cox, Riddle Road FireSmart, Delegation

1. **Call to Order:**

The Parks and Recreation Advisory Committee was called to order by the acting chair at 1:34 p.m.

2. **Introduction of Late Items**

3. **Adoption of Agenda:**

It was MOVED and SECONDED

THAT the Parks and Recreation Advisory Committee adopt the agenda for the meeting held on July 10, 2019 as amended to include the item titled 'Outdoor Temporary Ice Rink Discussion'.

CARRIED UNANIMOUSLY

4. **Adoption of Minutes:**

It was MOVED and SECONDED

THAT the Parks and Recreation Advisory Committee adopt the minutes of the June 11, 2019 meeting as presented.

CARRIED UNANIMOUSLY

5. **Delegations:**

5.1 1400 Riddle Road (Three Blind Mice) – Doug Cox, Riddle Road FireSmart

Mr. Cox provided the Committee with a presentation on allocating 332 acres at 1400 Riddle Road (Three Blind Mice) from its current zoning of Forestry Grazing to Parks and Recreation for consistency purposes with the Official Community Plan and also with a goal to have the Staff research and implement ways to manage the property from a safety perspective, specifically with fire mitigation.

A member at large informed the Committee that PACA had permission from the City of Penticton to build bike trails contrary to the information being provided.

It was MOVED and SECONDED

THAT the Parks and Recreation Advisory Committee direct staff to prepare a report for consideration at an upcoming meeting.

CARRIED UNANIMOUSLY

Mr. Cox left the meeting at 2:13 p.m.

The Chief Administrative Officer entered the meeting at 2:06 p.m.

6. **Business Arising from Prior Meetings:**

7. **Correspondence:**

7.1 Long Term Leasing of Public Park Land – Protect Penticton Parks Society

It was MOVED and SECONDED

THAT correspondence from Protect Penticton Parks Society regarding “Long Term Leasing of Public Park Land”, dated June 10, 2019, be received for information.

CARRIED UNANIMOUSLY

8. **New Business:**

8.1 Outdoor Temporary Ice Rink Discussion

The Chief Administrative Officer informed the Committee that the City has been approached with an offer to invest funds into an outdoor ice arena. The capital funds would be invested with the agreement that the City look after all operating costs. Staff are currently reviewing potential city-owned sites which include the Riverside Park basketball court and Skaha Park hockey court.

Brief Discussion ensued regarding operating responsibility and the advantages of the Skaha Lake Park hockey court as an ideal potential location.

The Chief Administrative Officer and Recreation Business Supervisor left the meeting at 2:29 p.m. and did not return.

8.2 Okanagan Avenue Properties

The Director of Development Services provided the Committee with an update on a letter received by the City regarding encroachments on City-owned land along a portion of Okanagan Avenue. Historically there weren't any official agreements to use the land; however, Council authorized Temporary Use Permits allowing the industrial uses to continue on the land for a period of three years.

9. **Council Outcome:**

Councillor Bloomfield informed the Committee that at the July 3 regular meeting of Council the Robinson Property Master Plan was approved and Interior Health Authority presented to Council regarding sharps and informed the Committee that Bylaw Officers are responding with regular sweeps of City parks until a solution is determined.

10. **Next Meeting:**

The next Parks and Recreation Advisory Committee Meeting will be decided at a later date.

8. **Adjournment:**

It was MOVED and SECONDED

THAT the Parks and Recreation Advisory Committee adjourn the meeting held on Wednesday, July 10, 2019 at 3:01 p.m.

CARRIED UNANIMOUSLY

Certified Correct:

Paula McKinnon
Legislative Assistant



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Request to Appear as a Delegation

Preferred Council Meeting Date: Aug 6/ 2019

Second choice(s): Aug.20/2019

Subject matter: SS Sicamous Marine Heritage Park

Name of person(s) making presentation:

Adolf Steffen (Director); Dr. Jim Cooper (Chair)

Address:

Phone:

Email:

Please provide details of your presentation or request of Council here: (or provide a detailed attachment)

Project Description

To construct a highly visible Workshop & Education Centre to pass on skills to the youth of tomorrow, providing instruction from volunteer mentors on how to restore wooden boats or build and carve canoes and paddle boards. If we do not pass on these skills, they will be lost.

Project Benefits

The goal of the workshop space, is to create a unique interactive working Marine Park, that will attract visitors and inspire all to keep our marine heritage alive.

We will develop and provide a youth based courses on restoring and building wooden boats, canoes and paddle boards

The design of the building would be open to allow the public to observe and perhaps be part of restoration work.

We will provide space for experienced woodworking tradesmen to craft and share their talents and skills

this space will allow us to continue working on restoration projects year round.

Please note:

- This form and submissions will become part of the public record.
- The Mayor has the authority to determine if the subject matter warrants the delegation to appear before Council and may determine at which meeting.
- Please submit this completed form at your earliest convenience. Written Requests to Appear are to be received by the Corporate Officer, no later than noon Monday, one week prior to the Council meeting. Please include a copy of all materials that will be discussed.
- If you'd like to share a PowerPoint with Council, email it to the Corporate Officer by 9:30 a.m. Wednesday prior to the Council meeting to be included with the Agenda.
- We recommend you bring backup PowerPoint files with you on a memory stick.
- Delegations are limited to 5 minutes.

Corporate Office

Angie Collison, Corporate Officer
171 Main Street, Penticton, B.C., V2A 5A9

Phone: 250-490-2410

Fax: 250-490-2402

angie.collison@penticton.ca



Rotary Club of Penticton
Box 563, Penticton, B.C. V2A 6J9
www.pentictonrotary.org

Marine Education and Woodworking Centre

SS Sicamous Marine Heritage Society

Project Description

To construct a highly visible Workshop & Education Centre to pass on skills to the youth of tomorrow, providing instruction from volunteer mentors on how to restore wooden boats or build and carve canoes and paddle boards. If we do not pass on these skills, they will be lost.

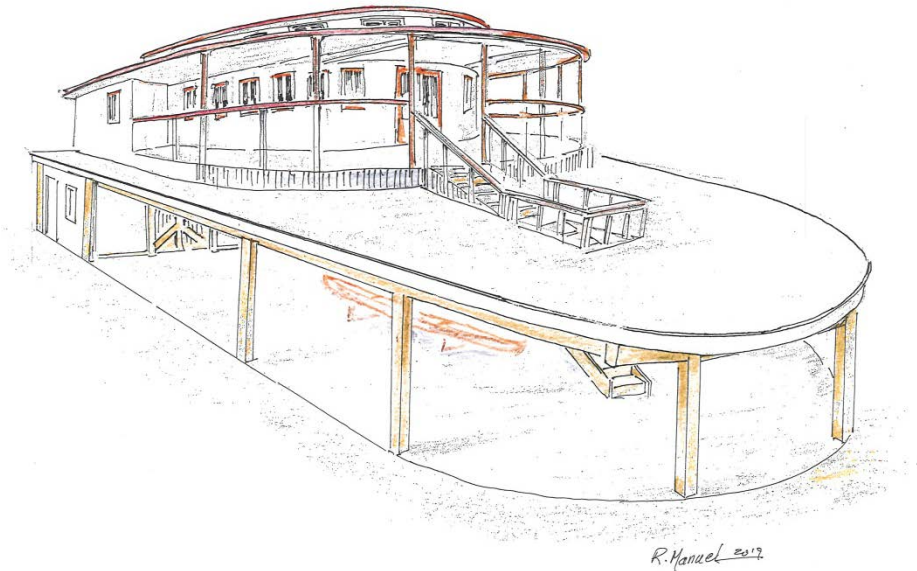
The design of the new building would be open to allow the public to observe and perhaps be part of restoration work.

The goal of the workshop to is to create a working Marine Park that will attract visitors to return and to inspire all to keep our marine heritage alive today for tomorrow.





Existing Stern Salon in the Heritage Park



The workshop structure will be built and the existing Stern Salon will be placed on top of the new building.

Project Benefits

Courses focused on youth will be developed on restoring or building wooden boats, canoes, paddle boards. The design of the building would be open to allow the public to observe and perhaps be part of restoration work.

The goal of the workshop to is to create a working Marine Park that will attract visitors to return and to inspire all to keep our marine heritage alive today for tomorrow.

Project Estimate

Description		Estimate	% of total
Engineering/Architectural		\$ 10,000.00	5.06%
Permitts		\$ 7,500.00	3.79%
Services	Firesupretion	\$ 9,900.00	5.01%
	Sewer	\$ 4,900.00	2.48%
	Water/Electrical	\$ 8,100.00	4.10%
Constrution	Framing	\$ 11,000.00	5.56%
Excavation		\$ 3,500.00	1.77%
Footings		\$ 13,500.00	6.83%
	Roofing/Decking	\$ 9,900.00	5.01%
	Glazing	\$ 4,500.00	2.28%
	Insulation	\$ 3,800.00	1.92%
Mechanical	Pluming	\$ 5,100.00	2.58%
	HVAC	\$ 9,900.00	5.01%
Electrical		\$ 7,100.00	3.59%
Hoisting		\$ 29,000.00	14.67%
Post & Beam		\$ 45,000.00	22.76%
Contingency		\$ 15,000.00	7.59%
Total Project Cost		\$ 197,700.00	

Committee Report

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Date: August 21, 2019
To: Parks and Recreation Advisory Committee
From: Len Robson, Public Works Manager

File No: 0540-20

Subject: 1400 Riddle Road (3 Blind Mice Area) – Park Designation & Management Plan

Staff Recommendation

THAT the Parks and Recreation Committee recommend that the City property at 1400 Riddle Road (District Lot 392S, Similkameen Division Yale District) be rezoned from Forestry Grazing (FG) to Parks and Recreation (P2) to coincide with the current and future Official Community Plan designation for this property;

AND THAT in accordance with the 2018 Parks and Recreation Master Plan that a “Management Plan” for the property be included in the 10 Year Parks Department Capital Budget submission;

AND THAT the Wild Fire Interface concerns continue to be investigated and addressed as outlined in the City of Penticton Community Wildfire Protection Plan (CWPP) as required subject to sufficient funding being available;

AND FURTHER THAT until such time as the “Management Plan” is complete the Parks and Recreation Committee recommends the existing and future Penticton Area Cycling Association License to Use and the Penticton Disc Golf Club License to Use be amended to include additional language that sets out requirements for:

- a. Environmental assessment and protection prior to developing any new recreational trails, amenities, or features; and
- b. Consultation and approval of City staff prior to designing and constructing any further recreational trails, amenities, or features; and
- c. Construction, operation, and maintenance methodology and standards; and
- d. Public Services / Outreach; and
- e. Certification, Training, and Qualifications; and
- f. Consultation and engagement with the public prior to designing and constructing any further recreational trails, amenities, or features.

Background

On May 21st, 2019 Doug Cox and Karen Brownlee made a presentation to Council to which Council responded as follows:

Request to Parks and Recreation Advisory Committee

Doug Cox, Protect Penticton Parks Society provided Council with a presentation on allocating 332 acres at 1400 Riddle Road to be treated as Penticton park and refer this request to the Parks and Advisory Committee.

Council agreed by consensus to refer the request to the Parks and Recreation Advisory Committee.

On July 10th, 2019 Doug Cox attended the Parks and Recreation Advisory Committee as a delegation to request that the committee consider recommending to Council:

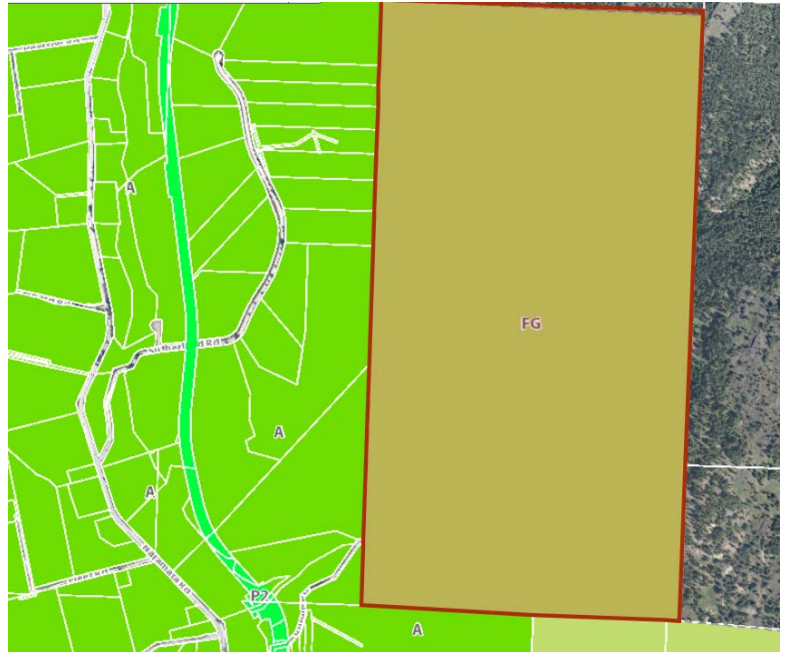
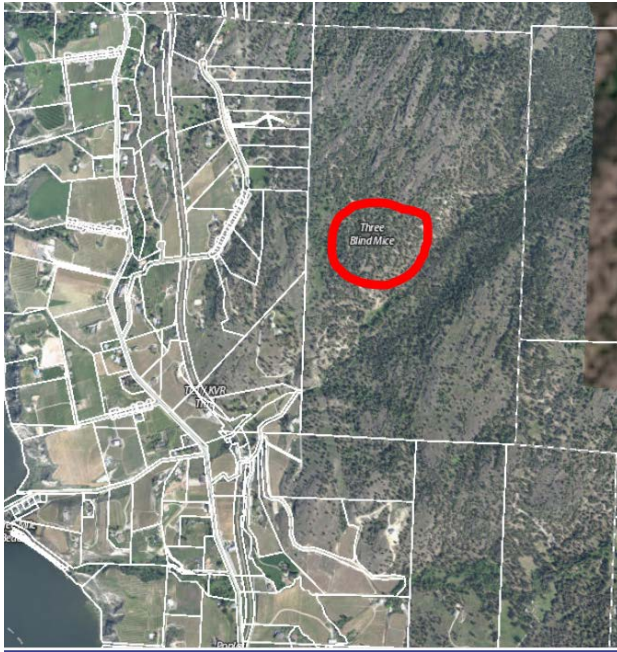
That 1400 Riddle Road be rezoned from Forestry Grazing (FG) to Parks and Recreation (PR) to be consistent with the OCP Designation;

And That the City establishes a "Management Plan" for the property as recommended in the 2018 Parks and Recreation Master Plan.

The Committee recommended that staff be directed to prepare a report on the request for consideration at an upcoming meeting.

Property Description

- Located at 1400 Riddle Road "Three Blind Mice Trail Network" with a legal description of DL 392s.
- Current zoning of this property is FG - Forestry Grazing
- Not located in the ALR
- OCP – Northeast Sector, Parks and Recreation – Bylaw No. 2014-48 "Official Community Plan Amendment Bylaw No. 2014-48" designated the land from North East Sector to "PR" (Parks and Recreation). The proposed new OCP supports this designation.
- 338.71 acres



Existing Use

The current use of this property is primarily Mountain Biking, Disc Golf, Hiking and Cattle Grazing.

In 2014 the OCP designation was changed as a requirement to achieve accreditation under the “Avoided Forest Conversion Project” to receive carbon offsets for the avoidance of forest conversion. This offset contributes towards the Climate Action Charter commitment of reducing the GHG emissions by 20% in 2020.

Licenses to Use

City Council has authorized the following Non Exclusive - Licenses to Use (LTU) on this property:

- August 19, 2013 – Penticton and Area Cycling Association (PACA) - 5 Year LTU renewed on April 10, 2018 for 5 years, expiring March 31, 2023.
 - Allowing for a mountain bike trail network, and to allow improvements and development of new trails suitable for use by the general biking community.
- May 4, 2015 - Penticton Disc Golf Club – 5 year LTU – expiring February 29, 2020
 - Approximately 27 acres for the purpose of operating a Disc Golf Course including holding Disc Golf Events.

Historically there was a License to Use issued to Sather Ranches for the purposes of cattle grazing. This License to Use is no longer valid as staff and Sather Ranches failed to negotiate a mutual agreement.

Parks and Recreation Master Plan References

The 2018 Parks and Recreation Master Plan (PRMP) references the “3 Blind Mice” recreation area in a number of locations.

The PRMP refers to the property as a “Natural Park”. Natural Parks are mostly undeveloped because they have been protected as natural areas. Most include natural features such as steep slopes, grasslands, forests, watercourses, ravines or bluffs. The recreational use of these areas is usually limited to trail uses and nature appreciation. Depending on the size, location and characteristics of the natural open space, it may be used by residents of one neighborhood or the entire City. Facilities such as parking lots, signs, trails, gathering areas, and washrooms support public access and use. Examples include Cleland Natural Greenbelt, Esplanade, Munson Mountain Park, Wiltse Nature Park, **Three Blind Mice**, Water Treatment Plant Natural Area, Ellis Creek Pathway, Penticton Creek Pathway.

The PRMP suggests that many of the Penticton Parks are well established and only needs are related to upgrading of infrastructure and amenities over time. The following parks that require some planning and design include:

Three Blind Mice - this large park and adjacent Crown land are an asset to the community; there is a License to Use over the City portion to PACA and Disc Golf, and the area is a popular destination for hiking, mountain biking and disc golf; improvements are needed to the staging area in the City, eg., more parking and washrooms, and a long-term management strategy for the area as a whole (City and Crown Portions) could help address challenges.

Section 4.3 of the PRMP addresses Natural Areas and identifies the need to develop an overall management plan for natural areas such as the 3 Blind Mice Area.

Many of Penticton’s parks contain natural areas of indigenous plants and habitat, which are important to the local habitat and biodiversity. There is not a management plan in place for these areas.

In summary the PRMP identifies the Community Identified Needs for Natural Areas including:

“Prepare management plans for natural areas in parks and for Three Blind Mice, including ways of protecting, enhancing, and managing these areas.”

As the development of the 2018 PRMP was nearing completion the PRMP Steering Committee developed a priority list of 11 projects/tasks that they felt were the highest priority items/projects of the plan. Although the 3 Blind Mice Management Plan is recommended it was not identified as one of the highest priorities in their opinion.

Penticton Fire Department (PFD) / Fire Smart

Riddle road has been recognized as a FIRESMART community in 2017 and 2018 and has been evaluated by our PFD FIRESMART representatives. We have completed the wildfire hazard assessment and evaluation of the community’s wildfire readiness, including some individual homes in this area. The PFD has completed Pre-Wildfire Plans in the event of a wildfire encroaching in this area, and how our response will be deployed to Wildfires in this area. The PFD will continue to work with the residents and FIRESMART Champions on Riddle Rd. and will further support their efforts through Provincial and FIRESMART grants, and community based fuel management and educational programs.

The recreational use of any urban wildfire interface property does increase the risk to wildfire exposure. However, the current use of the property by hiking, biking, and frisbee golf recreational users creates far less

exposure to risk than motorized recreational uses. The existing user groups have demonstrated reasonable care and responsibility for the area and can provide for early warnings should a fire event occur. Additionally the development of a well-documented trail system (Trailforks) provides all emergency services with improved access to most of the property.

Financial Implication

The development of a Management Plan for the 3 Blind Mice Recreation Area would require the specialized expertise of numerous professionals including engineers, environmental specialists, landscape architects, public engagement specialists, and biologists as such the estimated cost for these services is in the \$100,000 range plus a significant commitment of staff time.

The implementation of the management plan would require significant investment of capital and operational budgets.

The completion of the 2018 Parks and Recreation Master Plan has resulted in direction and prioritization of many projects which will require significant funding to complete. The 2020 Annual Budget submission will outline a strategy to addressing the Park Development needs for the next 10 years.

Analysis

1400 Riddle Road "3 Blind Mice Area" is currently zoned for Forestry Grazing with an OCP designation as Parks and Recreation. The property is currently used for recreation purposes and is referred to in the PRMP as a Natural Park.

The PRMP recommends the creation of a "Management Plan" to protect, enhance, and manage this area. A management plan for a property such as this would consider:

- The Community Vision for this property;
- The identification, protection and enhancement of the sensitive environmental areas;
- The various current uses of the property and their respective impacts and the current status of the park;
- Would identify the growth potential and limitations of recreational development within the park;
- Land use and zoning;
- Access and parking;
- Park wide policies;
- Accepted and prohibited activities;
- Public safety; and
- Perimeter access management & interface conflicts.

Changing the 3 Blind Mice Recreation Area from its current status to that of a managed park requires financial resources and a detailed process to ensure a comprehensive and inclusive plan is developed.

Given the potentially sensitive eco – system and recreational popularity of this property, consideration should be given to restricting any further development until such time as the Management Plan for this area is done.

Alternatively the City could continue to work with organizations such as PACA and Disc Golf and allow them to develop this area in a responsible manner by amending existing and future License to Use Agreements to include conditions regarding public consultation, environmental protection, construction and maintenance standards, and approvals by City staff prior to design and construction work being undertaken. This approach would be similar to the requirements outlined in Partnership Agreements between Recreation Sites and Trails BC and various user groups.

Restricting development of new infrastructure and trails until such time as the Management Plan for this property can be developed has a number of Pros and Cons that need to be considered:

Pros of restricting further development until the Management Plan can be commissioned and complete include:

- Ensure the orderly development of the area and appropriate infrastructure is in place to meet the needs of the user groups; and
- Identify and protect environmentally sensitive areas within the property to restrict development of these areas; and
- Consideration for provisions for development of recreational uses other than cycling trails and Frisbee Golf; and
- Ensuring the minimization of long lasting or irreversible detrimental effects to the wildlife and biodiversity that exist in the area; and
- Ensure the development of the property is sustainable; and
- Ensures the public is consulted prior to further development of this natural area.

Cons of restricting further development until the Management Plan can be commissioned and complete include:

- Given the significant demands on the City's general revenue budgets and the overall priority rating of this project there is a potential that the project may not be complete within a 10 year time frame; and
- The demands on the 3 Blind Mice cycling trail network are significant as such the network may reach capacity before a management plan can be developed; and
- Restricting the development of the cycling network on this property may increase the pressures to develop other properties such as Campbell Mountain which will result in the need for a management plan for that area; and
- Ceasing the momentum that has been created by PACA to develop recreational trails in the area; and
- May result in the lost Sport Tourism opportunities of sponsorship, or grant funding that may become available for recreational use development.

Alternate recommendations

In addition to the Staff Recommendation there are other alternatives that could be considered by the Parks and Recreation Advisory Committee including:

1. That the future development of recreational trails, facilities and amenities be suspended; or

2. Maintain the status quo of the property, making no changes to the Licenses to Use that exist and considering others as they arise; or
3. Allow or not allow for the existing user groups to continue to use the property under their license agreements; or
4. Modify the existing license agreements to allow for maintenance of existing developed infrastructure only and no further developments unless specific criteria are met; or
5. Allow further development of new trail networks subject to the completion of an environmental study/assessment of the area; or
6. Recommending the property be developed primarily as a mountain bike destination.

Attachments

N/A

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Len Robson', written over a faint, rectangular grid background.

Len Robson, ASCT
Public Works Manager

Committee Memo

The logo for Penticton.ca, featuring the text "penticton.ca" in white lowercase letters on a dark blue background.

Date: August 21, 2019 **File No:** RMS 3150-01 (2019)
To: Parks and Recreation Advisory Committee
From: Blake Laven, Planning Manager
Subject: 'Open Space (Parkland) Development Cost Charge (DCC) Update' work plan

Staff Recommendation

THAT the Committee endorses the 'Open Space (Parkland) Development Cost Charge (DCC) Update' work plan as outlined in this report.

Executive Summary

City Council at their June 4th, 2019, Regular Meeting of Council provided direction for staff to begin an update of the Development Cost Charge (DCC) program as it relates to collection of funds for parks and open space. This report provides background on the City's DCC program and outlines a work plan, which will lead to a revised DCC rate for parkland acquisition and improvement by May 2020. The work plan involves committee involvement, public consultation and coordination between the Parks, Finance and Planning departments.

Background

Development Cost Charges (DCCs) are a tool afforded to municipalities by provincial legislation. DCCs assist in the installation of certain local government services, the installation of which is directly or indirectly affected by the development of lands and/or alteration / expansion of buildings. DCCs are a benefit to development by spreading the costs of infrastructure in an equitable way to all development as opposed to individual projects triggering large infrastructure upgrades.

It is important to note, that DCCs are only *one* part of a City's approach to service delivery. A municipality is limited in what it can include in a DCC program – only roads, sewer, water, storm and parkland acquisition and improvement are eligible DCC expenditures. DCCs cannot be used for other types of services, such as recreation, facilities, policing, fire etc. Projects included in a DCC program are usually funded through multiple sources with DCCs being one portion of the funding stream.

Best practices encourage a DCC program that is created through transparent processes with fairness and equity being the driving principles. While the development industry, which ultimately pays the DCCs, are a significant contributor to the costs of growth, a municipality should not look towards the development industry in isolation to fund its infrastructure needs. DCC rates should be established in a manner that does not deter growth or negatively affect housing affordability.

As this update proceeds, it is also important to acknowledge that the development of the new Parkland DCC is only one component of the larger DCC program. For example, the overall DCC rate for a single family lot in

the Core Area of the City is \$13,262, the Open Space portion is only \$1,122 of that total number. The remainder of the funds go towards various other infrastructure projects (transportation, sewer, water etc.) Consideration of the overall DCC rate should be taken into account when establishing the parkland DCC rate.

History of DCCs in Penticton

- According to Staff's research, the first DCC Bylaw was adopted by the City in 1979 dealing with highways and parkland acquisition only.
- A more comprehensive DCC bylaw was adopted in 1993 with a significant update in 1998, dealing with highways, sewer, water and parkland.
- A major revision to the DCC bylaw was completed in 2007 and reflected the 2002 Official Community Plan and 2005 Comprehensive Development Plan. The 2007 Bylaw is the current DCC Bylaw.
- A DCC reduction bylaw was adopted in 2010 providing for reductions of DCCs for affordable housing (100% reduction) and for construction meeting specified energy efficiency targets (50% reduction).
- In 2019 Council has given staff direction to review all the DCC rates based on a cost of living increase, and to begin a more fulsome review of the DCC program based on adoption of a new OCP in 2019. Specific direction has been given to begin with the Open Space portions of the DCC program, following adoption of the Parks and Recreation Master Plan in 2018.

Current Open Space DCC Program

The Current DCC Bylaw (Bylaw 2007-79) outlines the DCC rates for open space that are paid for either at the time of subdivision for new fee simple or bareland strata residential lots, or at the time of construction of new multi-family units. Commercial and industrial development does not contribute to the Open Space DCC program.

Table 1: Current DCC rates for Public Open Space

	Core	Peripheral
Single Family Lot	\$1,122	\$1,428
Multifamily and bareland strata lot	\$1,054	\$1,426

The rates outlined in the table above were established based on a cost calculation of delivering ten (10) open space (parks) projects that were wholly or partially attributable to new growth (table below). The costs were then divided by the expected number of new residential units outlined in the two areas - Core Area being the established urban area of the city, and the Peripheral Area being those areas identified for rural and *green field* development. A municipal assist factor was also applied which established how much the municipality (existing tax base) would contribute to Open Space projects. In this case a municipal assist factor of 3% was applied to all Public Open Space DCCs.

While it is best practices to update the project list and rates yearly, that work has not been done and the rates and project list have not been amended since first being adopted in 2007.

Table 2: List of projects making up the Public Open Space DCC rates from the DCC Bylaw Technical Supplement

Project	Comments
Creek Right of Way acquisition and improvement	Considered part of the community park inventory, this project envisioned the purchase of lands along Penticton Creek to create a contiguous walkway. Current status is incomplete.
Upper Columbia Park	Conversion of the old Carmi landfill to a community park. This land has not been dedicated to the City yet and no work has been undertaken on it.
Nature park / East Penticton	Refers to the purchase of lands on Campbell Mountain or other land purchases in east Penticton area for the development of a nature park.
Upper Columbia Park	This likely refers to neighbourhood level parks in Sendero / Ridge which are partially constructed. Developers have largely built these and received DCC credits.
SE Penticton	Refers to a neighbourhood park site on the fringe of the urban area in the south east area of Penticton. Likely this refers to the Crow Place park purchase and lands that were intended to be added to that area for the development of a neighbourhood level park.
Natural / Linear Park	Refers to various green belts for trails or protected open area. This is considered community level parkland.
Skaha Lake Park	Strategic residential purchases on Elm Avenue for the expansion of Skaha Lake Park. DCC are to be used for the purchase and basic site preparation. All but one of these lots have been purchased. Homes still need to be demolished.
Kinney Avenue	Refers to a residential lot on Kinney Avenue, adjacent to Lions Park and Parkway Elementary School that was identified as a future park acquisition. The property has since been sold for residential development.
Sports Fields lost with SOEC construction	This project involved the construction of sports fields in various locations to replace those lost with the construction on the SOEC at Queens Park.
East Penticton / Munson Mountain	This project involves the acquisition and improvements of lands adjacent to Munson Mountain for sports fields a project that is no longer going ahead.

The DCC reserve account currently has a balance of \$833,394, funds that were collected from development activity, and which are earmarked for the projects listed above. The funds collected through a DCC program cannot be allocated to other local government expenditures. Yearly reporting on DCCs is a requirement of the City's financial obligations and is currently done by the City's Finance Department.

Since 2007, the DCC program has assisted in funding the following programs:

- SOEC sports field relocation debt payments
- Purchase of one property on Elm Avenue

Open Space DCC update work plan

As part of the direction to update the DCC program, City Council has given specific direction to begin a comprehensive review of the City's Open Space DCC. This work will flow from policy direction from the Parks and Recreation Master Plan (PRMP), which was completed and adopted by Council in 2018 and the new Official Community Plan adopted in 2019. The review will determine future parks acquisition and improvement needs and determine the level that new growth / development should fund each project. A

new Parkland DCC rate based on the review with follow and be adopted through an amendment to the DCC Bylaw. Public and stakeholder engagement is a necessary and integral component of this process.

The following table outlines the proposed work plan to update the Parkland DCC:

Task	Description	Timeline
Establish overall list of parks projects	(internal parsing of Parks and Recreation Master Plan and newly adopted OCP)	Summer 2019
Determine which projects are eligible for DCC funding	Workshopping with various City departments and support from Committee	Fall 2019
Create acquisition and improvement plan to be funded through collection of Open Space (Park land) DCCs from development	Creation of a list of project sheets with budgets and level of DCC assistance for each project	Fall 2019
Public Consultation	Open House, Committee of the Whole and various committee workshops	Winter 2019-2020
DCC Amendment Bylaw	Development of new DCC rate and amendment to technical supplement to DCC bylaw. This stage requires Minister approval and public notice and consultation	Spring 2020

Financial Implications

This work is being done in-house. Likely there will be some minor legal review fees and administrative costs for the various open houses and required notifications (<\$2,000).

Analysis

The City's DCC program as it relates to parks is in need of updating. Several of the projects of which funds are being collected are no longer reflective of current City vision. With the adoption of the Parks and Recreation Master Plan and new OCP an opportunity exists to align this funding stream with projects that will meet the vision of the City moving forward.

DCCs are intended to ensure growth is contributing to the strategic development of the community. With this update and ongoing monitoring of the DCC program as it relates to parks, the City can ensure that development is happening in the best interest of the community.

Given the above, staff are recommending that the Committee endorse the DCC Open Space (Parkland) Update' work plan as outlined in this report.

Attachments

N/A

Respectfully submitted,

Blake Laven, MCIP, RPP
Planning Manager