Regular Council Meeting

to be held at
City of Penticton Council Chambers
171 Main Street, Penticton, B.C.

Tuesday, August 4, 2015
Immediately following the Public Hearing at 6:00 p.m.

1. Call Regular Council Meeting to Order
2. Introduction of Late Items
3. Adoption of Agenda
4. Adoption of Minutes:
   4.1 Minutes of the July 20, 2015 Committee of the Whole Meeting 1-2 Receive
   4.2 Minutes of the July 20, 2015 Regular Council Meeting 3-7 Adopt
   4.3 Minutes of the July 29, 2015 Special Council Meeting 8-9 Adopt
5. Presentations:
6. Delegations:
7. Reconsideration of Bylaws and Permits:
   7.1 Bow and Arrow and Firearms Regulations Bylaw No. 2015-37 10-12 Adopt
   7.2 Zoning Amendment Bylaw 2015-39 13 2nd/3rd/Adopt
   Re: Cluster Housing
   7.3 Five Year Financial Plan Amendment Bylaw No. 2015-41 14-18 Adopt
   7.4 Official Community Plan Bylaw No. 2015-42 19-20 2nd/3rd/Adopt
   Re: 3388 Skaha Lake Road
   7.5 Zoning Amendment Bylaw No. 2015-43 21-23 2nd/3rd
   Re: 3388 Skaha Lake Road
8. Staff Reports:
   DDS  8.1 Development Variance Permit PL2015-034 24-33 Del/Sub
   Re: 163-321 Yorkton Avenue
Staff Recommendation: THAT Council approve “Development Variance Permit PL2015-034” for Lot 1, District Lot 116, Similkameen Division Yale District, Plan 9211 located at #163-321 Yorkton Avenue, a permit to vary the following provisions of Mobile Home Park Bylaw 92-21:

- Decrease the minimum side yard setback of 1.5m to 0.8m for the location of a garage
- Increase the number of accessory buildings from one to two
- Increase the height of an accessory building from 2.5m to 3.7m and increase the size of an accessory building from 10m² to 32m²

AND THAT staff be directed to issue “Development Variance Permit PL2015-034”.

8.2 Traffic Amendment Bylaw No. 2015-38
Re: Sidewalk cafes

Staff Recommendation: THAT “Traffic Amendment Bylaw No. 2015-38” being a bylaw to amend Traffic Bylaw No. 94-39, be given first, second and third reading and forwarded to the August 17th Council meeting for adoption.

8.3 Zoning Amendment Bylaw No. 2015-44 and DP PL2015-050
Re: 864 Government Street

Staff Recommendation: THAT “Zoning Amendment Bylaw No. 2015-44”, a bylaw to amend Zoning Bylaw 2011-23 to rezone Lot 14, District Lot 249, Similkameen Division Yale District, Plan 3578, Except Plan KAP68054, located at 864 Government Street, from R2 (Small Lot Residential) to RM2 (Low Density Multiple Housing), be given first reading and forwarded to the August 17th, 2015 Public Hearing;

THAT Council support “Development Permit PL2015-050” for Lot 14, District Lot 249, Similkameen Division Yale District, Plan 3578, Except Plan KAP68054, located at 864 Government Street, a permit to approve the construction of a “Cluster Housing” development in the form of two duplexes, one of which will face Government Street and the other facing the lane. AND THAT staff are directed to issue “DP PL2015-050”, subject to adoption of “Zoning Amendment Bylaw No.2015-44”.

9. Correspondence

10. Committee and Board Reports

10.1 Heritage and Museum Committee meeting of July 16, 2015
Recommendation: THAT Council receive the minutes of the Heritage and Museum Committee meeting of July 16, 2015.

10.2 Tourism Development Task Force meeting of July 16, 2015

10.3 Downtown Revitalization Sub-Committee meeting of July 23, 2015
Recommendation: THAT Council receive the minutes of the Downtown Revitalization Sub-Committee meeting of July 23, 2015.

11. Notice of Motion

12. Other Business

13. RDOS Update

14. Business Arising from In-Camera

15. Media and Public Question Period

16. Adjournment
Minutes

Committee of the Whole
held at City of Penticton Council Chambers
171 Main Street, Penticton, B.C.

Monday, July 20, 2015
at 3:00 p.m.

Present: Mayor Jakubeit
Councillor Sentes
Councillor Konanz
Councillor Picton
Councillor Martin
Councillor Sayeed
Councillor Watt

Staff: Eric Sorensen, City Manager
Colin Fisher, Chief Financial Officer
Mitch Morozuk, Director of Operations
Dana Schmidt, Corporate Officer
Simone Blais, Communications Officer
Jules Hall, Director of Development Services
Lori Mullin, Acting General Manager of Recreation
Colleen Pennington, Economic Development Officer
Gillian Kenny, Human Resources Manager
Blake Laven, Planning Manager

1. Call to order

The Mayor called the Committee of the Whole meeting to order at 3:01 p.m.

2. Adoption of Agenda

Add: Item 3.2 BC Hockey Hall of Fame Signage

It was MOVED and SECONDED
THAT the agenda for the Committee of the Whole meeting held on July 20, 2015 be adopted as amended.

CARRIED UNANIMOUSLY
3. **Presentations**

3.1 **RDOS – Regional Growth Strategy**
Evelyn Riechert, Planner

Evelyn Riechert, Planner for the Regional District Okanagan Similkameen, provided Council with an overview of the RDOS Regional Growth Strategy. Questions and discussion ensued.

Councillor Martin excused himself due to a conflict of interest 3:25 pm as he is a Director of the BC Hockey Hall of Fame.

3.2 **BC Hockey Hall of Fame Signage**
The Director of Operations provided Council with an overview of the request.

It was **MOVED and SECONDED**
THAT the Committee of the Whole recommend that Council authorize the BC Hockey Hall of Fame to install a Hockey Hall of Fame sign at the North East Corner of Eckhardt and Alberni at their cost as shown in Attachment A and B of the July 20, 2015 Committee of the Whole Presentation.

CARRIED UNANIMOUSLY

4. **Media and Public Question Period**

5. **Adjournment**

It was **MOVED and SECONDED**
THAT the Committee of the Whole adjourn at 3:34 p.m. to a closed meeting of Council pursuant to the provisions of the *Community Charter* sections 90 (1) as follows:

(c) labour relations or other employee relations;

(e) the acquisition, disposition or expropriation of land or improvements, if the Council considers that disclosure could reasonably be expected to harm the interests of the municipality;

(j) information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the *Freedom of Information and Protection of Privacy Act*;

(k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the Council, could reasonably be expected to harm the interests of the municipality if they were held in public.

CARRIED UNANIMOUSLY

Certified correct: Confirmed:

____________________________ ______________________________
Dana Schmidt  Andrew Jakubeit
Corporate Officer  Mayor
Minutes

Regular Council Meeting
held at City of Penticton Council Chambers
171 Main Street, Penticton, B.C.

Monday, July 20, 2015
at 6:00 p.m.

Present: Mayor Jakubeit
Councillor Konanz
Councillor Martin
Councillor Watt
Councillor Picton
Councillor Sayeed
Councillor Sentes

Staff: Eric Sorensen, City Manager
Mitch Morozluk, Director of Operations
Dana Schmidt, Corporate Officer
Colin Fisher, Chief Financial Officer
Jules Hall, Director of Development Services
Lori Mullin, Acting General Manager of Recreation Services
Simone Blais, Communications Officer
Angie Collison, Deputy Corporate Officer

1. Call to Order

The Public Hearing for Zoning Amendment Bylaw No. 2015-39 was postponed. The Mayor called the Regular Council meeting to order at 6:28 p.m.

2. Introduction of Late Items

Add: Item 10.8 Hockey Hall of Fame Signage
Remove: Item 7.2 Zoning Amendment Bylaw No. 2015-39

3. Adoption of Agenda

382/2015

It was MOVED and SECONDED
THAT Council adopt the agenda for the Regular Council meeting held on July 20, 2015 as amended.

CARRIED UNANIMOUSLY

4. Adoption of Minutes

4.1 Minutes of the July 6, 2015 Regular Council Meeting

383/2015

It was MOVED and SECONDED
THAT Council adopt the minutes of the July 6, 2015 Regular Council Meeting as presented.

CARRIED UNANIMOUSLY
5. Presentations

6. Delegations

7. Reconsideration of Bylaws and Permits

7.1 Street Naming Bylaw No. 2015-36
Re: 2750 Cedar Road – Avery Place

384/2015

It was MOVED and SECONDED
THAT Council adopt “Street Naming Bylaw No. 2015-36”.
CARRIED UNANIMOUSLY

8. Staff Reports

8.1 Excess or Extended Services
Re: 2750 Cedar Road

385/2015

It was MOVED and SECONDED
THAT Council pass a Section 939 ‘excess or extended services’ resolution requiring the construction of the full width of Cedar Road and the full width of Evergreen Drive adjacent to 2750 Cedar Road as shown in Attachment ‘A’.
CARRIED UNANIMOUSLY

8.2 Official Community Plan Amendment Bylaw No. 2015-42 and
Zoning Amendment Bylaw No. 2015-43
Re: 3388 Skaha Lake Road

386/2015

It was MOVED and SECONDED
THAT prior to consideration of the bylaw and in accordance with Section 879 of Local Government Act, Council considers whether early and on-going consultation, in addition to the required Public Hearing, is necessary with:
1. One or more persons, organizations or authorities;
2. The Regional District of Okanagan Similkameen;
3. Local First Nations;
4. School District #67; and
5. The provincial or federal government and their agencies.

AND THAT it is determined that the Public Hearing is sufficient consultation;

AND THAT “OCP Amendment Bylaw No. 2015-42”, being a bylaw to amend “OCP Bylaw 2002-20” changing the OCP designation on that portion of Lot B, District Lot 116, Similkameen Division Yale District, Plan EPP43254, located at 3388 Skaha Lake Road, shown on Attachment ‘C’ of this report, from TC (Tourist Commercial) to HR (High Density Residential) and including the same portion of the property in the High Density Residential Development Permit Area, be given first reading and be forwarded to the August 4th, 2015 Public Hearing.
Rezone:
AND THAT “Zoning Amendment Bylaw No. 2015-43”, being a bylaw to add a new comprehensive development zone into Zoning Bylaw 2011-23 for the development of three (3) residential towers on that portion of Lot B, District Lot 116, Similkameen Division Yale District, Plan EPP43254, located at 3388 Skaha Lake Road, shown on Attachment ‘C’ of this report, be given first reading and be forwarded to the August 4th, 2015, Public Hearing.

Excess or Extended Service
THAT Council direct staff to bring forward a report in regard to an ‘excess or extended service’ for the sewer line located in Skaha Lake Road from the subject property to the Lee Avenue lift station, prior to building permit issuance.

CARRIED UNANIMOUSLY

8.3 Bow and Arrow and Firearms Regulations Bylaw No. 2015-37

387/2015

It was MOVED and SECONDED
THAT “Bow and Arrow and Firearms Regulations Bylaw 2015-37” be given first, second and third reading and be forwarded to the August 4, 2015 Regular Meeting of Council for adoption.

CARRIED UNANIMOUSLY

8.4 Five Year Financial Plan Amendment Bylaw No. 2015-41

388/2015

It was MOVED and SECONDED
THAT Council give first, second and third readings to “Financial Plan Amendment Bylaw No. 2015-41”.

CARRIED UNANIMOUSLY

8.5 Quarterly Report – 2nd Quarter 2015

389/2015

It was MOVED and SECONDED
THAT Council receive the 2015 Q2 report as presented.

CARRIED UNANIMOUSLY

9. Correspondence

10. Committee and Board Reports

10.1 Transportation Advisory Committee Meeting of June 23, 2015

390/2015

It was MOVED and SECONDED
THAT Council receive the minutes of the Transportation Advisory Committee Meeting of June 23, 2015.

CARRIED UNANIMOUSLY

391/2015

It was MOVED and SECONDED
THAT Council defer for 30 days the recommendation from the Transportation Advisory Committee to support the relocation of the parking lane from the west side of Government Street to the east side of Government Street from Industrial Avenue to Cherry/Okanagan Avenue and that a loading zone also be added on the east side adjacent to the businesses having delivery issues to allow staff to consult with all business properties affected.

CARRIED
Councillor Sentes, Opposed
392/2015  
**It was MOVED and SECONDED**
THAT Council direct staff to include the cost of overhead street signage at those intersections that have no signage to the 2016 budgeting process.

**CARRIED UNANIMOUSLY**

393/2015  
**It was MOVED and SECONDED**
THAT Council direct staff to budget for bike lane usage education during the 2016 budgeting process.

**CARRIED**
Councillors Picton, Watt, Konanz, Opposed

10.2  Downtown Revitalization Sub-Committee meeting of June 25, 2015

394/2015  
**It was MOVED and SECONDED**
THAT Council receive the minutes of the Downtown Revitalization Sub-Committee meeting of June 25, 2015.

**CARRIED UNANIMOUSLY**

10.3  Tourism Development Task Force Meeting of June 25, 2015

395/2015  
**It was MOVED and SECONDED**
THAT Council receive the minutes of the Tourism Development Task Force Meeting of June 25, 2015.

**CARRIED UNANIMOUSLY**

10.4  Penticton Creek Restoration Committee Meeting of June 26, 2015

396/2015  
**It was MOVED and SECONDED**
THAT Council receive the minutes of the Penticton Creek Restoration Committee Meeting of June 26, 2015.

**CARRIED UNANIMOUSLY**

10.5  Waterfront Revitalization Sub-Committee Meeting of June 30, 2015

397/2015  
**It was MOVED and SECONDED**
THAT Council receive the minutes of the Waterfront Revitalization Sub-Committee Meeting of June 30, 2015.

**CARRIED UNANIMOUSLY**

10.6  Community Sustainability Committee Meeting of July 8, 2015

398/2015  
**It was MOVED and SECONDED**
THAT Council receive the minutes of the Community Sustainability Committee Meeting of July 8, 2015.

**CARRIED UNANIMOUSLY**

10.7  Arts, Creative and Cultural Innovations Committee Meeting of July 9, 2015

399/2015  
**It was MOVED and SECONDED**
THAT Council receive the minutes of the Arts, Creative and Cultural Committee Meeting of July 9, 2015.

**CARRIED UNANIMOUSLY**
400/2015  

**It was MOVED and SECONDED**
THAT Council implement the public art annual budget funding in the amount of $50,000 as per the Public Art Policy and Council Res. 107/2011 for 2016.

**CARRIED**
Councillor Konanz, Opposed

Councillor Martin declared a conflict of interest and left the meeting at 7:29 p.m.

10.8  **Hockey Hall of Fame Signage**

401/2015  

**It was MOVED and SECONDED**
THAT Council authorize the Hockey Hall of Fame to install a Hockey Hall of Fame sign at the North East Corner of Eckhardt Avenue and Alberni Street at their cost as shown in Attachment A and B of the July 20, 2015 Committee of the Whole presentation.

**CARRIED UNANIMOUSLY**

Councillor Martin returned to the meeting at 7:32 p.m.

11.  **Notice of Motion**

12.  **Other Business**

13.  **RDOS Update**

14.  **Business Arising from In-Camera**

15.  **Media and Public Question Period**

16.  **Adjournment**

402/2015  

**It was MOVED and SECONDED**
THAT Council adjourn the Regular Council meeting held on Monday, July 20, 2015 at 7:51 p.m.

**CARRIED UNANIMOUSLY**

Certified correct:  

Confirmed:  

____________________________  

Dana Schmidt  
Corporate Officer  

____________________________  

Andrew Jakubeit  
Mayor
Special Meeting of Council  
held in City of Penticton, Council Chambers  
171 Main Street, Penticton, B.C.  

Wednesday, July 29, 2015  
at 9:00 a.m.

Present:  
Mayor Jakubeit  
Councilor Sentes  
Councilor Konanz  
Councilor Picton  
Councilor Watt  
Councilor Sayeed  
Councilor Martin  

Staff:  
Eric Sorensen, City Manager  
Mitch Morozluk, Director of Operations  
Colin Fisher, Chief Financial Officer  
Dana Schmidt, Corporate Officer  
Jules Hall, Director of Development Services  

1. Call to Order  
Mayor Jakubeit called the Special Meeting of Council to order at 9:27 a.m.

2. Adoption of Agenda  
403/2015  
It was MOVED and SECONDED  
THAT Council adopt the agenda for the July 29, 2015 Special Meeting of Council as presented.

   CARRIED UNANIMOUSLY

3. Staff Reports:  
3.1 Awarding Contract for Penticton Creek  
404/2015  
It was MOVED and SECONDED  
THAT Council approves award of the Penticton reek Showcase Project to H&M Excavating in the amount of $329,550;  
AND THAT the Council authorize the Mayor and Corporate Officer to execute the required contract documents;  
AND FURTHER THAT the 2015 Capital Budget be amended to transfer $119,220 for CAP412 Bike Network Plan to CAP 303 Penticton Creek Restoration.

   CARRIED  
   Councilor Konanz, Opposed
4. Media and Public Question Period

5. Adjournment

The Mayor recessed the meeting at 9:53 a.m. to be reconvened at noon.

The meeting reconvened at 12:02 p.m.

The Mayor asked Council if anyone wanted to add reconsideration of resolution 347/2015 Skaha Marina Area Development Agreements to the agenda. Hearing from only one Council member wishing to reconsider, the Mayor stated that reconsideration will not be brought forward.

405/2015

It was MOVED and SECONDED

THAT Council adjourn the Special Council meeting held on Wednesday, July 29, 2015 at 12:15 p.m.

CARRIED UNANIMOUSLY

Certified correct: Confirmed:

__________________________________________
Dana Schmidt                     Andrew Jakubeit
Corporate Officer            Mayor
The Corporation of the City of Penticton

Bylaw No. 2015-37

A bylaw to regulate the use of bows and arrows and the discharge of firearms within the City of Penticton.

WHEREAS Council, in the interest of public safety, wishes to regulate the use of bows and arrows and firearms in the City of Penticton;

AND WHEREAS pursuant to Section 8 (3)(e) and 8 (5) of the Community Charter, a Council may regulate, prohibit and impose requirements in relation to bows and arrows and to the discharge of firearms;

NOW THEREFORE the Council of the City of Penticton, in open meeting assembled, hereby ENACTS AS FOLLOWS:

1. Citation

This Bylaw may be cited as “Bow and Arrow and Firearms Regulations Bylaw No. 2015-37”.

2. Administration

This Bylaw shall be administered by the Bylaw Supervisor.

3. Definitions

In this bylaw, the following terms have the following meanings:

**Archery** means the sport of shooting with a drawbow and arrow at a target.

**Crossbow** means a bow fixed on a stock with a mechanism to hold the bow drawn and release via a trigger.

**Drawbow** means a bow that is drawn with the tension supplied by the archer, which does not have a locking mechanism.

**Firearm** includes a gun, rifle, pistol, revolver, air gun, air pistol, spring gun and any device that propels a projectile by means of an explosion, compressed gas or spring.

4. Bow and Arrow Regulations

4.1 No person shall operate a crossbow within the City of Penticton.

4.2 A drawbow may be operated in the City of Penticton, with the purpose of practicing the sport of archery, under the following conditions:
a) In a facility specifically designed for archery, designed to archery industry safety standards; or
b) In an area set up for archery temporarily, the property owner must be in possession of documentation from the BC Archery Association or other recognized authority confirming that the area has been set up to archery industry safety standards; or
c) Under the direct supervision of a registered archery coach or safety officer as recognized by the British Columbia Archery Association or equivalently recognized accredited archery association.

5. Firearms Regulations

5.1 No person shall discharge a firearm within the City of Penticton.

5.2 Notwithstanding Section 5.1, firearms may be lawfully discharged under the following situations:
a) In a firing range designated for that purpose that is built to acceptable industry standards and approved by the City of Penticton for that purpose;
b) Police, conservation officers and armed service personnel lawfully engaged in the performance of their duties;
c) Any person discharging a flare in the case of an emergency; or
d) With a permit to discharge issued pursuant to this bylaw.

6. Permit to Discharge

6.1 The Bylaw Supervisor may issue a permit authorizing the discharge of firearms or drawbows in areas of the city zoned agricultural and parks for a specific purpose.

6.2 The Bylaw Supervisor shall outline the following conditions on the issuance of the permit, including:
a) The purpose for the use of the drawbow or firearm;
b) The location, date and time where the drawbow or firearm may be used or discharged;
c) The type of drawbow or firearm that is to be used or discharged;
d) Who may discharge or use the drawbow or the firearm;
e) Any other conditions that the Bylaw Supervisor considers necessary to ensure public safety.

7. Offence

7.1 Every person who commits an offence against any provision of this bylaw, shall be liable on summary conviction to a fine not exceeding $2,000.00.

7.2 Every person who violated this bylaw, in addition to any other penalty, may be issued a ticket under the Municipal Ticketing Information Bylaw.
8. **Repeal**

8.1 Upon adoption of this bylaw “City of Penticton Firearms Regulation Bylaw No. 88-76 (1988)” and all amendments thereto are hereby repealed.

READ A FIRST time this 20 day of July, 2015
READ A SECOND time this 20 day of July, 2015
READ A THIRD time this 20 day of July, 2015
ADOPTED this day of , 2015

________________________________________
Andrew Jakubeit, Mayor

________________________________________
Dana Schmidt, Corporate Officer
The Corporation of the City of Penticton

Bylaw No. 2015-39

A Bylaw to Amend Zoning Bylaw 2011-23

WHEREAS the Council of the City of Penticton has adopted a Zoning Bylaw pursuant the Local Government Act;

AND WHEREAS the Council of the City of Penticton wishes to amend Zoning Bylaw 2011-23;

NOW THEREFORE BE IT RESOLVED that the Municipal Council of the City of Penticton, in open meeting assembled, hereby ENACTS AS FOLLOWS:

1. **Title:**

   This bylaw may be cited for all purposes as “Zoning Amendment Bylaw 2015-39”.

2. **Amendment:**

   Zoning Bylaw 2011-23 is hereby amended as follows:
   
   2.1 Add the following definition to Section 4.2 DEFINITIONS:

   CLUSTER HOUSING means a grouping of three or more attached or detached dwelling units on a single parcel with common amenity areas.

   2.2 Add to 10.8 RM2 – Low Density Multiple Housing

   10.8.1 PERMITTED USES
   . 8 cluster housing

READ A FIRST time this 6 day of July, 2015
A PUBLIC HEARING was held this 4 day of August, 2015
READ A SECOND time this day of , 2015
READ A THIRD time this day of , 2015
ADOPTED this day of , 2015

Notice of intention to proceed with this bylaw was published on the 24 day of July, 2015 and the 29 day of July, 2015 in the Penticton Western newspaper, pursuant to Section 94 of the Community Charter.

__________________________________________
Andrew Jakubeit, Mayor

__________________________________________
Dana Schmidt, Corporate Officer
The Corporation of the City of Penticton

2015-2019 Five Year Financial Plan Amendment Bylaw No. 2015-41

A bylaw to amend Five Year Financial Plan Bylaw #2015-08

WHEREAS the Council of the City of Penticton may by bylaw, amend the financial plan bylaw at any time;

NOW THEREFORE the Municipal Council of the City of Penticton in open meeting assembled, hereby ENACTS AS FOLLOWS:

1. Title

This bylaw may be cited as the “2015-2019 Five Year Financial Plan Amendment Bylaw No. 2015-41”.

2. Amendments

Five Year Financial Plan Bylaw No. 2015-08 is hereby amended as follows:

2.1 By deleting Schedule “A” in its entirety and substituting the attached Schedule “A.”

2.2 By adding the attached Schedule “B.”

READ A FIRST time this 20 day of July, 2015
READ A SECOND time this 20 day of July, 2015
READ A THIRD time this 20 day of July, 2015
ADOPTED this day of , 2015

Andrew Jakubeit, Mayor

Dana Schmidt, Corporate Officer
Schedule “A”

Five Year Financial Plan 2015-2019

<table>
<thead>
<tr>
<th></th>
<th>2015</th>
<th>2016</th>
<th>2017</th>
<th>2018</th>
<th>2019</th>
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<td><strong>Revenues</strong></td>
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<td>Sale of Services</td>
<td>$57,331,017</td>
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<td>$110,919,921</td>
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|                  |            |            |            |            |            |
| **Expenses**     |            |            |            |            |            |
| General Operating| $71,112,795| $73,716,514| $75,945,584| $78,498,205| $81,014,661|
| Sanitary Sewer Operating | $4,229,477| $4,316,955| $4,362,915| $4,362,915| $4,410,448|
| Water Operating   | $4,743,991 | $4,817,921 | $4,857,045 | $4,857,045 | $4,897,708 |
| Debt Interest     | $4,073,927 | $4,073,927 | $4,073,927 | $4,073,927 | $4,073,927 |
| Amortization      | $13,200,000| $13,200,000| $13,200,000| $13,200,000| $13,200,000|
| **Total Operating Expenses** | $97,360,190| $100,125,317| $102,439,471| $104,992,092| $107,596,744|

| **Net Surplus (Deficit)** | $9,417,611 | $8,666,339 | $8,480,450 | $5,590,029 | $4,209,882 |

| **Capital Expenses** |            |            |            |            |            |
| Principal Repayment | $20,037,038| $16,943,831| $46,718,342| $26,034,532| $21,995,027|
| Unfunded Amortization | (12,300,000) | (12,300,000) | (12,300,000) | (12,300,000) | (12,300,000) |
| Transfer to (from) Reserves/Surplus | (2,697,459) | (355,524) | (30,315,924) | (12,522,535) | (9,863,177) |
| **Financial Plan Balance** | $9,417,611 | $8,666,339 | $8,480,450 | $5,590,029 | $4,209,882 |
## Five Year Financial Plan 2015-2019
### Schedule of Reserve and Surplus Fund Transfers

<table>
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<tr>
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<th>2015</th>
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<th>2017</th>
<th>2018</th>
<th>2019</th>
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<td><strong>Transfer from Reserve Funds</strong></td>
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<td>Electric operating surplus</td>
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<td>Sewer capital surplus</td>
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<td>2,434,000</td>
<td>7,228,456</td>
<td>1,720,000</td>
<td>1,330,000</td>
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<td>Transfer from West Bench Reserve</td>
<td>144,000</td>
<td>144,000</td>
<td>144,000</td>
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<tr>
<td>Water capital transfer from Surplus</td>
<td>3,518,845</td>
<td>2,625,000</td>
<td>12,314,725</td>
<td>6,629,940</td>
<td>5,512,530</td>
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<td>GG transfer from amenity bonusing reserve</td>
<td>78,000</td>
<td>78,000</td>
<td>78,000</td>
<td>78,000</td>
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<tr>
<td>Transfer to Electric capital</td>
<td>137,400</td>
<td>137,400</td>
<td>137,400</td>
<td>137,400</td>
<td>137,400</td>
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<tr>
<td>Transfer from general operating surplus</td>
<td></td>
<td></td>
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<td>Transfer from own reserves general capital</td>
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<td>1,332,364</td>
<td>6,727,794</td>
<td>9,066,767</td>
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<td>Transfer from electric operating fund</td>
<td>3,052,900</td>
<td>3,052,900</td>
<td>3,052,900</td>
<td>3,052,900</td>
<td>3,052,900</td>
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<tr>
<td>Transfer from Community Works reserve</td>
<td>1,620,000</td>
<td>487,000</td>
<td>487,000</td>
<td>487,000</td>
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<tr>
<td>Transfer from general surplus</td>
<td>2,451,333</td>
<td>3,446,488</td>
<td>3,512,000</td>
<td>1,085,000</td>
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<tr>
<td>Transfer from equipment replacement reserve</td>
<td>495,100</td>
<td>3,052,900</td>
<td>3,052,900</td>
<td>3,052,900</td>
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<tr>
<td>Transfer from local improvement reserve</td>
<td>612,812</td>
<td>446,450</td>
<td>671,850</td>
<td>463,250</td>
<td>350,220</td>
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<td>Short term opportunities reserve fund</td>
<td>15,000</td>
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<td><strong>Total Transfer (to)from Reserves</strong></td>
<td><strong>$22,433,172</strong></td>
<td><strong>17,835,429</strong></td>
<td><strong>55,206,754</strong></td>
<td><strong>27,815,367</strong></td>
<td><strong>24,021,412</strong></td>
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</table>

<table>
<thead>
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<th>2016</th>
<th>2017</th>
<th>2018</th>
<th>2019</th>
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</thead>
<tbody>
<tr>
<td><strong>Transfer to Reserve Funds</strong></td>
<td></td>
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<tr>
<td>Electric operating transfer to general operating fund</td>
<td>137,400</td>
<td>137,400</td>
<td>137,400</td>
<td>137,400</td>
<td>137,400</td>
</tr>
<tr>
<td>Electric operating transfer to general capital</td>
<td>3,052,900</td>
<td>3,052,900</td>
<td>3,052,900</td>
<td>3,052,900</td>
<td>3,052,900</td>
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<tr>
<td>Electric operating transfer to electric capital</td>
<td>5,398,958</td>
<td>1,858,150</td>
<td>8,901,328</td>
<td>1,921,631</td>
<td>1,826,421</td>
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<tr>
<td>Sewer operating surplus</td>
<td>1,559,249</td>
<td>1,577,956</td>
<td>1,600,549</td>
<td>1,621,883</td>
<td>1,633,907</td>
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<td>Water operating surplus</td>
<td>1,790,578</td>
<td>1,825,409</td>
<td>1,859,874</td>
<td>1,893,928</td>
<td>1,927,517</td>
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<td>GG transfer to SOEC reserve</td>
<td>2,139,500</td>
<td>2,139,500</td>
<td>2,139,500</td>
<td>2,139,500</td>
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<tr>
<td>GG transfer to equipment replacement reserve</td>
<td>665,205</td>
<td>900,000</td>
<td>900,000</td>
<td>900,000</td>
<td>900,000</td>
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<tr>
<td>Transfer to local improvement reserve</td>
<td>183,850</td>
<td>183,850</td>
<td>183,850</td>
<td>183,850</td>
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<tr>
<td>Transfer to investment income reserve</td>
<td>500,000</td>
<td>500,000</td>
<td>500,000</td>
<td>500,000</td>
<td>500,000</td>
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<tr>
<td>Transfer to cemetery perpetual care fund</td>
<td>20,000</td>
<td>20,000</td>
<td>20,000</td>
<td>20,000</td>
<td>20,000</td>
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<tr>
<td>Transfer to MMBC reserve</td>
<td>466,740</td>
<td>466,740</td>
<td>466,740</td>
<td>466,740</td>
<td>466,740</td>
</tr>
<tr>
<td>Transfer to gen cap reserve grant revenue</td>
<td>2,451,333</td>
<td>3,446,488</td>
<td>3,512,000</td>
<td>1,085,000</td>
<td></td>
</tr>
<tr>
<td>Transfer to Community Works reserve</td>
<td>1,370,000</td>
<td>1,370,000</td>
<td>1,370,000</td>
<td>1,370,000</td>
<td>1,370,000</td>
</tr>
<tr>
<td><strong>Total Transfer (to)from Reserves</strong></td>
<td><strong>$19,735,713</strong></td>
<td><strong>17,479,905</strong></td>
<td><strong>24,644,141</strong></td>
<td><strong>15,292,832</strong></td>
<td><strong>14,158,235</strong></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>2015</th>
<th>2016</th>
<th>2017</th>
<th>2018</th>
<th>2019</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Transfer from DCC Reserves</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>DCC Sanitary Sewer Reserve</td>
<td>$587,342</td>
<td>125,000</td>
<td></td>
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<tr>
<td>DCC parks principal payments</td>
<td>107,462</td>
<td>107,462</td>
<td>107,462</td>
<td>107,462</td>
<td>107,462</td>
</tr>
<tr>
<td>Transfer from storm DCC</td>
<td>58,099</td>
<td>58,099</td>
<td>58,099</td>
<td>58,099</td>
<td>58,099</td>
</tr>
<tr>
<td>DCC East Penticton interceptor</td>
<td></td>
<td>81,128</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total Transfer from DCC Reserves</strong></td>
<td><strong>$752,903</strong></td>
<td><strong>290,561</strong></td>
<td><strong>246,689</strong></td>
<td><strong>165,561</strong></td>
<td><strong>165,561</strong></td>
</tr>
</tbody>
</table>

Total Transfer (to)from Reserves: $2,697,459 $355,524 $30,562,613 $12,522,535 $9,863,177
Schedule “B”

Current Revenue Proportions by funding Source for Operating
(excluding transfers from reserves and surplus)

<table>
<thead>
<tr>
<th>Revenue Source</th>
<th>Amount</th>
<th>Proportion</th>
</tr>
</thead>
<tbody>
<tr>
<td>Taxation</td>
<td>$26,115,315</td>
<td>24.46%</td>
</tr>
<tr>
<td>Grants in Lieu of Taxes</td>
<td>594,000</td>
<td>0.56%</td>
</tr>
<tr>
<td>Sale of Services</td>
<td>7,417,482</td>
<td>6.95%</td>
</tr>
<tr>
<td>Electric User Fees</td>
<td>37,734,240</td>
<td>35.34%</td>
</tr>
<tr>
<td>Sewer User Fees</td>
<td>5,788,726</td>
<td>5.42%</td>
</tr>
<tr>
<td>Water User Fees</td>
<td>6,390,569</td>
<td>5.98%</td>
</tr>
<tr>
<td>Other Revenue Own Sources</td>
<td>11,841,233</td>
<td>11.09%</td>
</tr>
<tr>
<td>Transfers from Other Governments</td>
<td>10,143,333</td>
<td>9.50%</td>
</tr>
<tr>
<td>DCC’s</td>
<td>752,903</td>
<td>0.71%</td>
</tr>
<tr>
<td></td>
<td><strong>$106,777,801</strong></td>
<td><strong>100.00%</strong></td>
</tr>
</tbody>
</table>

City Council considers the current mix of user fees and tax levies sufficient.

Distribution of Property Taxes Collected

<table>
<thead>
<tr>
<th>Class</th>
<th>2015%</th>
<th>2014%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Residential</td>
<td>72.87%</td>
<td>72.23%</td>
</tr>
<tr>
<td>Utilities</td>
<td>1.17%</td>
<td>1.20%</td>
</tr>
<tr>
<td>Light Industry</td>
<td>1.93%</td>
<td>1.93%</td>
</tr>
<tr>
<td>Business</td>
<td>23.60%</td>
<td>24.21%</td>
</tr>
<tr>
<td>Rec/Non Profit</td>
<td>0.23%</td>
<td>0.23%</td>
</tr>
<tr>
<td>Farm</td>
<td>0.20%</td>
<td>0.20%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>100.00%</strong></td>
<td><strong>100.00%</strong></td>
</tr>
</tbody>
</table>
**Current Property Class Multiples**

<table>
<thead>
<tr>
<th>Ratio</th>
<th>2015</th>
<th>2014</th>
</tr>
</thead>
<tbody>
<tr>
<td>Residential</td>
<td>1.000</td>
<td>1.000</td>
</tr>
<tr>
<td>Utilities</td>
<td>4.028</td>
<td>4.468</td>
</tr>
<tr>
<td>Light Industry</td>
<td>1.524</td>
<td>1.426</td>
</tr>
<tr>
<td>Business</td>
<td>1.625</td>
<td>1.657</td>
</tr>
<tr>
<td>Rec/Non Profit</td>
<td>1.350</td>
<td>1.335</td>
</tr>
<tr>
<td>Farm</td>
<td>2.760</td>
<td>2.692</td>
</tr>
</tbody>
</table>

Historically, the City has kept its percentages of taxes collected from each class relatively static. Council has worked to limit the increases to the business class and has a plan in place to lower the business class multiple to 1.5 by 2018.

**Use of Permissive Tax Exemptions**

In 2014 Council passed bylaw 2014-39 to exempt certain properties from taxation in 2015. The bylaw contains the list of properties and the estimated amount of tax revenue foregone. The list of properties includes religious institutions, historical societies, recreational facilities and service organizations that form a valuable part of our community. These organizations have demonstrated to Council that their services support our residents and community.
The Corporation of the City of Penticton

Bylaw No. 2015-42

A Bylaw to Amend Official Community Plan Bylaw 2002-20

WHEREAS the Council of the City of Penticton has adopted an Official Community Plan Bylaw pursuant to Section 903 of the Local Government Act;

AND WHEREAS the Council of the City of Penticton wishes to amend Official Community Bylaw 2002-20;

NOW THEREFORE BE IT RESOLVED that the Municipal Council of the City of Penticton, in open meeting assembled, hereby ENACTS AS FOLLOWS:

1. **Title:**
   This bylaw may be cited for all purposes as “Official Community Plan Amendment Bylaw No. 2015 -42.”

2. **Amendment:**
   “Official Community Plan Bylaw No. 2002-20” is hereby amended as follows:

   2.1 Amending Schedule ‘B’ Future Land Use to change the land use designation of that portion of Lot B, District Lot 116, Similkameen Division Yale District, Plan EPP43254, located at 3388 Skaha Lake Road, from TC (Tourist Commercial) to HR (High Density Residential) as shown in Schedule A.

   2.2 Amending Schedule ‘H’ Development Permit Area Map to change Lot B, District Lot 116, Similkameen Division Yale District, Plan EPP43254, located at 3388 Skaha Lake by removing it from the General Tourist Commercial Development Permit Area an include it in the High Density Residential Development Permit Area as shown in Schedule A.

   2.3 Schedule “A” attached hereto forms part of this bylaw.

READ A FIRST time this 20 day of July, 2015
A PUBLIC HEARING was held this 4 day of August, 2015
READ A SECOND time this day of , 2015
READ A THIRD time this day of , 2015
ADOPTED this day of , 2015

Notice of intention to proceed with this bylaw was published on the 24 day of July, 2015 and the 29 day of July, 2015 in the Penticton Western newspaper, pursuant to Section 94 of the Community Charter.

Andrew Jakubeit, Mayor

Dana Schmidt, Corporate Officer
3388 Skaha Lake Road (Area of Proposed Lot 1)

1. To amend 'Schedule B: Future Land Use Map' to change the OCP designation from TC (Tourist Commercial) to HR (High Density Residential)

2. To amend 'Schedule H: Development Permit Area Map' to remove the portion of the site from the General Tourist Commercial 'Development Permit Area and into the High Density Residential Development Permit Area
The Corporation of the City of Penticton

Bylaw No. 2015-43

A Bylaw to Amend Zoning Bylaw 2011-23

WHEREAS the Council of the City of Penticton has adopted a Zoning Bylaw pursuant the Local Government Act;

AND WHEREAS the Council of the City of Penticton wishes to amend Zoning Bylaw 2011-23;

NOW THEREFORE BE IT RESOLVED that the Municipal Council of the City of Penticton, in open meeting assembled, hereby ENACTS AS FOLLOWS:

1. Title:

   This bylaw may be cited for all purposes as “Zoning Amendment Bylaw No. 2015-43”.

2. Amendment:

   Zoning Bylaw 2011-23 is hereby amended as follows:

   2.1 Add the following:

   14.5 CD5 – Comprehensive Development (3388 Skaha Lake Road)

   14.5.1 PURPOSE

   This zone provides for the comprehensive development of three (3) residential towers with ground floor garden apartments, on Lot B, District Lot 116, Similkameen Division Yale District, Plan EPP43254, located at 3388 Skaha Lake Road.

   14.5.2 PERMITTED USES

   .1 apartment
   .2 congregate housing
   .3 day care centre, minor
   .4 day care centre, major
   .5 extended care residence
   .6 minor home occupation (subject to specific use regulation 8.4)
   .7 vacation rental
   .8 accessory use, building or structure

   14.5.3 DEVELOPMENT REGULATIONS

   Minimum parcel size: 4000 m²
   Maximum lot coverage: 60%
   Maximum density (without density bonus): 2.0 FAR
   Minimum height of residential tower: 20 m and 6 storeys
   Maximum height: 45 m and 14 storeys
   Minimum front yard: 4.5 m
   Minimum side yard: 0.0 m
   Minimum rear yard: 3.0 m
14.5.4 OTHER REGULATIONS

.1 Notwithstanding Section 7.1.1.4 in the case of the use ‘apartment’ vehicle parking shall be provided at the following rate:

i. 1 space per dwelling unit
ii. 1 shared vehicle space per building
iii. 5 guest spaces per residential building

.2 Amenity space shall be provided at the following rate:

i. 5.0 m2 per unit

14.5.5 DENSITY BONUS

.1 Notwithstanding Section 14.5.3.4, the maximum density on this property may be increased to 3.05 FAR, with a contribution of $15.00 per square meter for any density above 2.0 FAR, to be deposited into a fund to support housing affordability in the City of Penticton.

.2 The density bonus will be applied at the time of building permit issuance for each individual tower, with 1/3 of the total density of the project allocated to each tower.

2.2 Rezone a portion of Lot B, District Lot 116, Similkameen Division Yale District, Plan EPP43254, located at 3388 Skaha Lake Road, from CT3 (Hotel Resort) to CD 5 (Comprehensive Development Zone 5) as shown in Schedule A.

2.3 Schedule ‘A’ attached hereto forms part of this bylaw.

READ A FIRST time this 20 day of July, 2015
A PUBLIC HEARING was held this 4 day of August, 2015
READ A SECOND time this day of , 2015
READ A THIRD time this day of , 2015
RECEIVED the approval of the day of , 2015
Ministry of Transportation on the
ADOPTED this day of , 2015

Notice of intention to proceed with this bylaw was published on the 24 day of July, 2015 and the 29 day of July, 2015 in the Penticton Western newspaper, pursuant to Section 94 of the Community Charter.

Andrew Jakubeit, Mayor

Dana Schmidt, Corporate Officer
3388 Skaha Lake Road
(Area of Proposed Lot 1)

1. To add a new zone, which will be called 14.5 CD5 – Comprehensive Development (3388 Skaha Lake Road)

2. To rezone a portion of the site from CT3 (Hotel Resort) to CD 5 – Comprehensive Development (3388 Skaha Lake Road)
Staff Recommendation

THAT Council approve “Development Variance Permit PL2015-034” for Lot 1, District Lot 116, Similkameen Division Yale District, Plan 9211 located at #163-321 Yorkton Avenue, a permit to vary the following provisions of Mobile Home Park Bylaw 92-21:

- Decrease the minimum side yard setback of 1.5m to 0.8m for the location of a garage
- Increase the number of accessory buildings from one to two
- Increase the height of an accessory building from 2.5m to 3.7m and increase the size of an accessory building from 10m² to 32m²

AND THAT staff be directed to issue “Development Variance Permit PL2015-034”.

Strategic priority objective

N/A

Background

The subject property is part of the Figueira's Mobile Home Park, which features approximately 114 mobile home spaces. The subject property (Attachment ‘A’) is zoned RSM (Mobile Home Park Housing) as per zoning Bylaw 2011-23 and is designated Medium Density Residential (MR) in the City’s Official Community Plan. The property is also regulated under Mobile Home Parks Bylaw No.92-21 which controls the establishment, extension, design and servicing of mobile home parks in Penticton.

Currently the site has an existing mobile home and two accessory buildings including a garage built recently without a building permit. Prior to construction of the garage, the owner had contacted the owner of the mobile home park and it was noted to him that no permits were required for the construction of the garage. The building department carried out an inspection on February 27, 2015 and confirmed the unauthorized construction of a double garage on the mobile home space. Upon further review several deficiencies with regard to the zoning bylaw were noted as well. In order to bring the accessory building into compliance, a development variance permit is required as well as the building permit.
Proposal

The applicant is requesting a development variance permit to vary section 5.06 1. (b) of Mobile Home Parks Bylaw 92-21 to reduce the minimum side yard setback from 1.5 to 0.8m, to vary Section 5.06 1. increasing the number of accessory buildings from one to two, to vary Section 5.06 1. (a) to increase the height of an accessory building from 2.5m to 3.7m and increase the size of an accessory building from 10m² to 32m².

Financial Implications

N/A

Technical Review

Engineering and Public Works staff have reviewed the proposals and do not recommend any conditions prior to the variance approval. The application was reviewed by the City's Technical Planning Committee on June 11th, 2015. Notes from that meeting were forwarded to the applicant for information.

Analysis

Support

When considering a variance to a City bylaw, staff encourages Council to consider whether there is a hardship on the property that makes following the bylaw difficult or impossible, whether approval of the variance would cause a negative impact on neighboring properties, and if the variance request is reasonable.

When it comes to situations where unauthorized construction has occurred, staff feel that voluntary acts to try to comply with the City's bylaws, even after-the-fact has value. This is preferred to the alternative which is initiating enforcement action. In this case, the applicant has come forward with a variance application to comply with the bylaw and rectify the situation.

In this case, there are four variances that are being requested. Staff will deal with each separately:

5.06 1. (b) of Mobile Home Parks Bylaw 92-21 To vary the minimum side yard setback of 1.5m to 0.8m for the location of the garage

The Mobile Home Park Bylaw requires accessory buildings to be located in the rear half of the lot with a minimum side yard of 1.5 m. It also requires that such an accessory building be located not closer than 1.2m to a mobile home. The distance between the mobile home and the garage exceeds 1.2m. The reduction in the setback is negligible and is not considered to have a negative impact on any neighboring properties including the west mobile home pad.

Section 5.06 1. of Mobile Home Parks Bylaw 92-21 To increase the number of accessory buildings from one to two.

There is an existing shed located in the rear property of the lot. Because of the corner location of the mobile home pad, the site exceeds the size of other mobile home pads in the vicinity at over 845m². The addition of another accessory building is minor and should not have a negative impact on any neighboring properties.
Section 5.06 1.(a) of Mobile Home Parks Bylaw 92-21 To increase the height of an accessory building from 2.5m to 3.7m and increase the size of an accessory building from 10m² to 32m²

The garage exceeds the required height and size of an accessory building as provided in the mobile home park bylaw. The garage is visually acceptable and does not appear to create conflict with the neighbors pad. As noted above, the size of the mobile home exceeds others in the vicinity due to site size and location. As a consequence the additional structures, requiring the noted variances do not have a negative impact on surrounding land uses or apparent site coverage.

Considering the above, the proposal submitted by the property owner enhances this site and it is recommended that Council support the application and direct staff to issue the permit.

Deny/ refer

Council may consider that the number of variances requested and the fact that the garage was built without a building permit is unacceptable and will negatively affect the mobile home park and the neighborhood. If this is the case, Council can deny any or all of the proposed variances. Alternatively, Council may want to refer the application back to staff for further work with the applicant.

Alternate recommendations

1. THAT Council refer Development Variance Permit File PL2015-034 back to staff to make changes Council feel are appropriate.


Attachments

Attachment A: Subject property location map
Attachment B: Zoning map of neighbourhood
Attachment C: OCP designation map
Attachment D: Images of subject property
Attachment E: Draft DVP

Respectfully submitted,

Audrey Tanguay
Senior Planner

Approvals

Manager

City Manager

JGH

ES
Attachment A – Subject Property Location Map

Figueira’s Mobile Home Park

Subject Mobile Home Space
Attachment B – Zoning Map of Neighbourhood

Subject Property

© 2010 City of Penticton
Attachment C- Official Community Plan (OCP) Designation
Attachment D – Images of Property

Figure 1: Unit #163 mobile home

Figure 2: Front of the Accessory building
Figure 3: Side and Rear of the accessory building
Attachment F – Draft DVP

Development Variance Permit

Permit Number: DVP PL2015-034

Conditions of Permit

1. This permit is issued subject to compliance with all of the bylaws of the City, except as specifically varied or supplemented by this Permit.

2. This permit applies to:

   Legal: Lot 1, District Lot 189, SDYD Plan 9211
   Civic: #163 – 321 Yorkton Avenue
   PID: 007-412-045

3. This permit has been issued in accordance with Section 922 of the Local Government Act, to vary Section 5.06 1. (b) of Mobile Home Parks Bylaw 92-21 to reduce the minimum side yard setback from 1.5 to 0.8 m, to vary Section 5.06 1. (a) to increase the number of accessory buildings from one to two, increase the height of an accessory building from 2.5 m to 3.7 m and increase the size of an accessory building from 10 m² to 32 m² to accommodate the placement of new garage as shown in the plan attached in Schedule A.

General Conditions

4. In accordance with Section 928(2) of the Local Government Act, the lands subject to this permit shall be developed in general accordance with this permit and the plans attached as Schedule A.

5. In accordance with Section 926 of the Local Government Act, if the holder of this permit does not commence the development authorized by this permit within 2 years of the date of this permit, this permit shall lapse.

6. This permit is not a building permit. In order to proceed with this development, the holder of this permit must hold a valid building permit issued by the Building Inspection Department.

7. This permit does not constitute any other municipal, provincial or federal approval. The holder of this permit is responsible to obtain any additional municipal, federal, or provincial approvals prior to commencing the development authorized by this permit.
8. This permit does not include off-site infrastructure costs that may be required at the building permit stage, such as Development Cost Charges (DCC’s), road improvements and electrical servicing. There may be substantial infrastructure and servicing costs payable at a later date. For more information on servicing and infrastructure requirements please contact the Development Engineering Department at (250) 490-2501. For more information on electrical servicing costs, please contact the Electric Utility at (250) 490-2535.

Authorized by City Council, the 4th day of August, 2015

Issued this _____ day of ________, 2015

________________________
Dana Schmidt,
Corporate Officer
Date: August 4, 2015
To: Eric Sorensen, City Manager
From: Ken Kunka, Building and Permitting Manager
Subject: Traffic Amendment Bylaw No. 2015-38

Staff Recommendation

THAT “Traffic Amendment Bylaw No. 2015-38”, being a bylaw to amend Traffic Bylaw No.94-39, be given first, second and third reading and forwarded to the August 17th Council meeting for adoption.

Background

On June 15th, 2015 Council supported recommendation of the Downtown Revitalization Sub-Committee to:

344/2015 It was MOVED and SECONDED

THAT Council authorize staff to provide the owners of Mykonos Restaurant an additional extension period for the renovation of its patio until such time as the 300 Block Downtown Revitalization Plan is implemented.

CARRIED UNANIMOUSLY

A further review by staff confirms that the majority of existing cafes do not meet current regulations (see Attachment A example) and therefore would be required to upgrade railings and or board walk construction (Attachment B photos). This would be a significant cost to business owners who will need to replace them again as the Downtown revitalization progresses along Main Street.

Financial implication

The intended amendment will benefit existing business owners by not requiring significant costs (+$10,000.00) for sidewalk café improvement prior to Main street revitalization.

Analysis

The amendments as outlined in Attachment C would provide additional time for business owners to maintain their existing sidewalk café configurations until a Main street revitalization project can be completed between the 100 and 400 blocks of Main Street. It is felt that changing the existing to meet Bylaw regulations would be a financial hardship due to the time remaining for Main street improvements.
Deny and/or refer

Council may feel that the proposed amendments are not in the public interest and Council may amend the bylaw prior to giving first reading or refer back to staff for further review.

Alternate recommendations

1. That Council deny first reading of “Traffic Amendment Bylaw No. 2015-38”, and refer back to staff for further review.

Attachments

Attachment A – Sidewalk Bylaw Requirements
Attachment B – Existing sidewalk photos
Attachment C – Proposed Traffic Bylaw Amendments
Attachment D – Traffic Amendment Bylaw No. 2015-38

Respectfully submitted,

Ken Kunka AScT, RBO
Building and Permitting Manager

Approvals

<table>
<thead>
<tr>
<th>Director</th>
<th>City Manager</th>
</tr>
</thead>
<tbody>
<tr>
<td>JH</td>
<td>EJ</td>
</tr>
</tbody>
</table>
Attachment A

Current Sidewalk requirements
Attachment B
Non-Compliant Sidewalk Examples

Non-compliant railings and boardwalk

Non-compliant railing
Deleting the following:

SECTION 10A - SIDEWALK CAFÉ PERMITS AND LICENCE AGREEMENTS

4. A Type 1 Sidewalk Café must not occupy more than one-half the width of the Sidewalk abutting the premises of which it forms a part, or leave less than 1.5 metres (4.9 feet) of clear, unobstructed Sidewalk for Pedestrian use, except that in the case of a Sidewalk Café that was constructed prior to March 21, 2011 leaving a lesser Sidewalk width, the unobstructed width of Sidewalk may be such lesser width, but not less than 1.21 metres (4 feet) up to and including January 1, 2014.

Replace with:

4. A Type 1 Sidewalk Café must not occupy more than one-half the width of the Sidewalk abutting the premises of which it forms a part, or leave less than 1.5 metres (4.9 feet) of clear, unobstructed Sidewalk for Pedestrian use, except that in the case of a Sidewalk Café that was constructed prior to March 21, 2011 leaving a lesser Sidewalk width, the unobstructed width of Sidewalk may be such lesser width, but not less than 1.21 metres (4 feet) up to the point in time that the 100 to 400 Blocks of Main Street are reconstructed, saving and excepting that all safety related items must be addressed to the satisfaction of the Building and Permits Manager.

Deleting the following:

SECTION 10A - SIDEWALK CAFÉ PERMITS AND LICENCE AGREEMENTS

6. The design and construction of Sidewalk Cafés that may be authorized by Permit under this section must comply with the standards and specifications set out in Schedule L, except that in the case of a Sidewalk Café that was constructed prior to March 21, 2011 with a sidewalk deflection geometry greater than 45 degrees or width of less than 1.5 metres (4.9 feet), the existing geometry and unobstructed width of a temporary sidewalk may be such lesser width, but not less than 1.21 metres (4 feet), up to and including January 1, 2014.

Replace with:

6. The design and construction of Sidewalk Cafés that may be authorized by Permit under this section must comply with the standards and specifications set out in Schedule L, except that in the case of a Sidewalk Café that was constructed prior to March 21, 2011 with a sidewalk deflection geometry greater than 45 degrees or width of less than 1.5 metres (4.9 feet), the existing geometry and unobstructed width of a temporary sidewalk may be such lesser width, but not less than 1.21 metres (4 feet), up to the point in time that the 100 to 400 Blocks of Main Street or August 1, 2020, whichever comes sooner, are reconstructed, saving and excepting that all safety related items must be addressed to the satisfaction of the Building and Permits Manager.
The Corporation of the City of Penticton

Bylaw No. 2015-38

A bylaw to amend the Traffic Bylaw No. 94-39.

WHEREAS the of the City of Penticton has adopted a Traffic Bylaw pursuant to the Community Charter and the Motor Vehicle Act;

AND WHEREAS the Council of the City of Penticton wishes to amend Traffic Bylaw No. 94-39;

NOW THEREFORE BE IT RESOLVED THAT the Council in open meeting assembled enacts as follows:

1. **Title:**

   This Bylaw may be cited as the “Traffic Amendment Bylaw No. 2015-38”.

2. **Amendment:**

   Traffic Bylaw 94-39 is hereby amended as follows:

   2.1 Amend Section 10A – SIDEWALK CAFÉ PERMITS AND LICENCE AGREEMENTS by deleting and replacing TYPE 1 CAFES with:

   4. A Type 1 Sidewalk Café must not occupy more than one-half the width of the sidewalk abutting the premises of which it forms a part, or leave less than 1.5 metres (4.9 feet) of clear, unobstructed sidewalk for pedestrian use, except that in the case of a Sidewalk Café that was constructed prior to March 21, 2011 leaving a lesser sidewalk width, the unobstructed width of Sidewalk may be such lesser width, but not less than 1.21 metres (4 feet) up to the point in time that the 100 to 400 Blocks of Main Street are reconstructed, saving and excepting that all safety related items must be addressed to the satisfaction of the Building and Permitting Manager.

   2.2 Amend Section 10A – SIDEWALK CAFÉ PERMITS AND LICENCE AGREEMENTS by deleting and replacing STANDARDS with:

   6. The design and construction of sidewalk cafes that may be authorized by permit under this section must comply with the standards and specifications set out in Schedule L, except that in the case of a sidewalk café that was constructed prior to March 21, 2011 with a sidewalk deflection geometry greater than 45 degrees or width of less than 1.5 metres (4.9 feet), the existing geometry and unobstructed width of a temporary sidewalk may be such lesser width, but not less than 1.21 metres (4 feet), up to the point in time that the 100 to 400 blocks of Main Street or August 1, 2020, whichever comes sooner, are reconstructed, saving and excepting that all safety related items must be addressed to the satisfaction of the Building and Permitting Manager.
READ A FIRST time this day of , 2015
READ A SECOND time this day of , 2015
READ A THIRD time this day of , 2015
ADOPTED this day of , 2015

Andrew Jakubeit, Mayor

Dana Schmidt, Corporate Officer
To: Eric Sorensen, City Manager  
From: Lindsey Fraser, Planner I  
Address: 864 Government Street  
Subject: Zoning Amendment Bylaw No. 2015-44 and DP PL2015-050  

Staff Recommendation

Zoning Amendment

THAT “Zoning Amendment Bylaw No. 2015-44”, a bylaw to amend Zoning Bylaw 2011-23 to rezone Lot 14, District Lot 249, Similkameen Division Yale District, Plan 3578, Except Plan KAP68054, located at 864 Government Street, from R2 (Small Lot Residential) to RM2 (Low Density Multiple Housing), be given first reading and forwarded to the August 17th, 2015 Public Hearing;

Development Permit

THAT Council support “Development Permit PL2015-050” for Lot 14, District Lot 249, Similkameen Division Yale District, Plan 3578, Except Plan KAP68054, located at 864 Government Street, a permit to approve the construction of a “Cluster Housing” development in the form of two duplexes, one of which will face Government Street and the other facing the lane.

AND THAT staff are directed to issue “DP PL2015-050”, subject to adoption of “Zoning Amendment Bylaw No.2015-44”.

Strategic priority objective

N/A

Background

The subject property (Attachment ‘A’) is zoned R2 and is designated in the City’s Official Community Plan as MR (Medium Density Residential). The property owner intends to rezone the property in-line with the OCP designation and construct a two-duplex development, providing four three-bedroom units in total. Currently, the lot is vacant and has been for many years. It is located along Government Street - an area evolving from single family homes to more medium density infill development.
The lot is of a regular shape and substantial size, measuring just over 0.25 acre. There is strong redevelopment potential of this site and the highest and best use can be achieved here with the rezoning of the property to RM2.

The property is also in a development permit area and a development permit will be required to be issued prior to construction if the zoning amendment is successful. The property is in the General Multiple Family development permit area.

**Proposal**

The applicant is requesting that the subject property be rezoned from R2 (Small Lot Residential) to RM2 (Low Density Multiple Housing). The applicant is also requesting that the Development Permit for the site be approved in order to move ahead with construction of the project.

**Financial implication**

N/A

**Technical review**

This application was forwarded to the City’s Technical Planning Committee (TPC) and reviewed by various departments within the City. No irregular conditions or restrictions were observed through this process. Preliminary cost estimates have been communicated to the applicant.

**Development statistics**

The following table outlines the proposed development statistics on the plans submitted with the rezoning application:

<table>
<thead>
<tr>
<th>Item</th>
<th>Requirement RM2 Zone</th>
<th>Provided on Plans</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Lot Width:</td>
<td>18 m</td>
<td>18.5 m</td>
</tr>
<tr>
<td>Minimum Lot Area:</td>
<td>670 m²</td>
<td>1017 m²</td>
</tr>
<tr>
<td>Maximum Lot Coverage:</td>
<td>40 %</td>
<td>35%</td>
</tr>
<tr>
<td>Maximum Density:</td>
<td>0.75 FAR</td>
<td>0.60 FAR</td>
</tr>
<tr>
<td>Vehicle Parking:</td>
<td>1.0/unit + .25/unit for visitor parking</td>
<td>6 regular and 1 visitor stall</td>
</tr>
<tr>
<td>Required Setbacks</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Front yard (Winnipeg St):</td>
<td>3.0m</td>
<td>3.5m</td>
</tr>
<tr>
<td>Side yard (north):</td>
<td>3.0m</td>
<td>3.0m</td>
</tr>
<tr>
<td>Side yard (south):</td>
<td>3.0m</td>
<td>3.0m</td>
</tr>
<tr>
<td>Rear yard:</td>
<td>6.0m</td>
<td>10.8m</td>
</tr>
<tr>
<td>Maximum Building Height:</td>
<td>12.0m</td>
<td>8.5m</td>
</tr>
<tr>
<td>Other Information:</td>
<td>Property is in the ‘General Multiple’ Development Permit Area and a Development Permit (DP) will be required.</td>
<td></td>
</tr>
</tbody>
</table>
Analysis – Zoning Amendment

Support Zoning Amendment

Staff feel that rezoning the lot from Single Family Residential to Low Density Multiple Housing is creating the highest and best use for the lot for the following reasons:

- As per the Official Community Plan, 864 Government Street is designated for Multiple Family Residential development.
- The property has a lot area large enough to accommodate higher density than a single family home. Single family houses are typically developed on lots in the 400 m² to 750 m² range. At over 1000 m², this property can support higher densities.
- According to Penticton’s OCP, residential development should be accommodated through infill development. Set between two single family homes that, themselves, will likely be redeveloped to multi-family housing in the near future, this application is a strong example of appropriate infill.
- Intensification, or higher densities, should be encouraged along transit routes. Government Street is on the West Side/Duncan East transit route.
- The neighbourhood is characterized by numerous duplex, townhouse, and apartment buildings. This development will not be out of place/character in the area.
- The proximity to downtown and nearby services encourages more walking and active forms of transportation.

On a neighboring street, a two-duplex development was recently approved and it is thought that this form allows for considerable density while still providing for attractive frontages and sensitive siting to neighbouring properties. As such, staff recommend that Council support Zoning Amendment Bylaw 2015-44 and forward the application to the August 17th, 2015 public hearing for comment from the public.

Deny

Council may feel that this form of development is not appropriate for the lot or that the neighbouring residents will be negatively impacted by the proposal. If this is the case, Council should deny first reading of the amendment bylaw.

Alternatively, Council may wish to refer the document back to Planning staff with certain recommendations.

Analysis – Development Permit

Support Development Permit

The development permit that is being requested is staff-issuable, but is included in this report to streamline the approvals process. During the deliberation phase of a DP, staff examine the form, character, and community impact of developments. This analysis is cross-referenced with guidelines laid out in the OCP.

Staff feel that the design of the two-duplex development is in keeping with the OCP. For example, it meets a number of criteria laid out in the development permit guidelines, such as: varied building shape and architectural features; the development fronts a main street, creating an interesting and activated frontage...
for pedestrians; and all parking comes from the lane. Additionally, the applicant has provided a suitable landscaping plan.

With such close proximity to downtown, the redevelopment of this site in the form of multi-unit duplex housing shows a positive contribution to the core area’s growing density. Staff feel that the plans submitted meet the intent of the DPA guidelines and conform to the zoning bylaw. As such, staff recommend that Council approve the permit application and are directed to issue the permit.

**Deny/refer**

Council may feel that the design could be reworked in a way that better responds to the lots site-specific context. If this is the case, Council should deny the application. Alternatively, Council may wish to refer the application back to staff to work with the applicant in changing the design.

**Alternate recommendations**

1. THAT Council deny first reading of “Zoning Amendment Bylaw No. 2015-44” and deny support to “DP PL2015-050”
2. THAT Council support “Zoning Amendment Bylaw No. 2015-44” but deny support to “DP PL2015-050”
3. THAT Council support “Zoning Amendment Bylaw No. 2015-44” and “DP PL2015-050” with conditions that Council feels are appropriate.

**Attachments**

Attachment A: Subject property location map
Attachment B: Zoning map of neighbourhood
Attachment C: OCP map of neighbourhood
Attachment D: Images of subject property
Attachment E: Letter of intent
Attachment F: Draft DVP, including site plan and elevation drawings

Respectfully submitted,

Lindsey Fraser
Planner I

Approvals

<table>
<thead>
<tr>
<th>Director</th>
<th>City Manager</th>
</tr>
</thead>
<tbody>
<tr>
<td>JGH</td>
<td>ES</td>
</tr>
</tbody>
</table>

Respectfully submitted,
Attachment ‘A’ – Subject Property Location Map

Figure 1: Subject property highlighted in blue
Figure 2: Zoning map of neighbourhood, subject property zoned 'R2'
Figure 3: OCP Designation of lot is 'MR'
Attachment D – Images of Subject Property

Figure 4: Subject property looking west from Government Street

Figure 5: Subject property looking east from lane
LETTER OF INTENT

Trainor Marketing Ltd.

864 Government Street

The applicant intends to construct, for sale, two duplex buildings comprising four units, at the address noted above.

Mirroring the recently-completed duplex project at 268 Bassett Street, one duplex will front on Government Street; the other on the laneway. All parking will be off the laneway.

Each unit measures 1647 square feet and each will be completely fenced and landscaped.
Development Permit

Permit Number: DP PL2015-050

To be completed

Conditions of Permit

1. This permit is issued subject to compliance with all of the bylaws of the City, except as specifically varied or supplemented by this Permit.

2. This permit applies to:

   Legal: Lot 14, District Lot 249, Similkameen Division Yale District, Plan 3578, Except Plan KAP68054
   Civic: 864 Government Street
   PID: 004-828-127

3. This permit has been issued in accordance with Section 920 of the Local Government Act, to permit the construction of two duplexes as shown in the plans attached in Schedule A.

4. In accordance with Section 925 of the Local Government Act a deposit or irrevocable letter of credit, in the amount of $3600.00 must be deposited prior to, or in conjunction with, an application, for a building permit for the development authorized by this permit. The City may apply all or part of the above-noted security in accordance with Section 925(2.1) of the Local Government Act, to undertake works or other activities required to:

   a. correct an unsafe condition that has resulted from a contravention of this permit,
   b. satisfy the landscaping requirements of this permit as shown in Schedule A or otherwise required by this permit, or
   c. repair damage to the natural environment that has resulted from a contravention of this permit.

5. The holder of this permit shall be eligible for a refund of the security described under Condition 5 only if:

   a. the permit has lapsed as described under Condition 8, or
   b. a completion certificate has been issued by the Building Inspection Department and the Director of Development Services is satisfied that the conditions of this permit have been met.

6. Upon completion of the development authorized by this permit, an application for release of securities, provided in Schedule B, must be submitted to the Planning Department. Staff may carry out inspections of the development to ensure the conditions of this permit have been met. Inspection fees may be withheld from the security as follows:
<table>
<thead>
<tr>
<th>Inspection Level</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>1st Inspection</td>
<td>No fee</td>
</tr>
<tr>
<td>2nd Inspection</td>
<td>$50</td>
</tr>
<tr>
<td>3rd Inspection</td>
<td>$100</td>
</tr>
<tr>
<td>4th or Additional Inspections</td>
<td>$200</td>
</tr>
</tbody>
</table>

**General Conditions**

7. In accordance with Section 928(2) of the Local Government Act, the lands subject to this permit shall be developed in general accordance with this permit and the plans attached as Schedule A.

8. In accordance with Section 926 of the Local Government Act, if the holder of this permit does not commence the development authorized by this permit within 2 years of the date of this permit, this permit shall lapse.

9. This permit is not a building permit. In order to proceed with this development, the holder of this permit must hold a valid building permit issued by the Building Inspection Department.

10. This permit does not constitute any other municipal, provincial or federal approval. The holder of this permit is responsible to obtain any additional municipal, federal, or provincial approvals prior to commencing the development authorized by this permit.

11. This permit does not include off-site infrastructure costs that may be required at the building permit stage, such as Development Cost Charges (DCCs), road improvements and electrical servicing. There may be substantial infrastructure and servicing costs payable at a later date. For more information on servicing and infrastructure requirements please contact the Development Engineering Department at (250) 490-2501. For more information on electrical servicing costs, please contact the Electric Utility at (250) 490-2535.

Authorized by City Council, the 17th day of August, 2015

Issued this _____ day of __________, 2015

________________________________
Dana Schmidt,
Corporate Officer
WHEREAS the Council of the City of Penticton has adopted a Zoning Bylaw pursuant the Local Government Act;

AND WHEREAS the Council of the City of Penticton wishes to amend Zoning Bylaw 2011-23;

NOW THEREFORE BE IT RESOLVED that the Municipal Council of the City of Penticton, in open meeting assembled, hereby ENACTS AS FOLLOWS:

1. **Title:**
   This bylaw may be cited for all purposes as “Zoning Amendment Bylaw 2015-44”.

2. **Amendment:**
   2.1 Zoning Bylaw 2011-23 Schedule ‘A’ is hereby amended as follows:
   
   Rezone Lot 14, District Lot 249, Similkameen Division Yale District, Plan 3578, except Plan KAP68054, located at 864 Government Street, from R2 (Small Lot Residential) to RM2 (Low Density Multiple Housing).
   
   2.2 Schedule ‘A’ attached hereto forms part of this bylaw.

   READ A FIRST time this day of , 2015
   A PUBLIC HEARING was held this day of , 2015
   READ A SECOND time this day of , 2015
   READ A THIRD time this day of , 2015
   ADOPTED this day of , 2015

Notice of intention to proceed with this bylaw was published on the ___ day of ____, 2015 and the ___ day of ____, 2015 in the Penticton Western newspaper, pursuant to Section 94 of the Community Charter.

___________________________________________________________
Andrew Jakubeit, Mayor

___________________________________________________________
Dana Schmidt, Corporate Officer
864 Government Street
Rezone From R2 (Small Lot Residential) to RM2 (Low Density Multiple Housing)
Heritage & Museum Committee Meeting

held at City of Penticton Council Chambers
171 Main Street, Penticton, B.C.

Thursday, July 16, 2015
at 8:30 a.m.

Present:  Councillor Judy Sentes
Bill Allen, Chair
Shelley Clarke, School Board 67 Representative
Jesse Dunlop, SS Sicamous Society Representative
Randy Manuel, Member at Large
Loraine Stephanson, Member at Large

Staff:  Lori Mullin, Recreation Supervisor
Lorraine Williston, Committee Secretary

1. Call to Order

The Museum & Heritage Committee was called to order by the Chair at 8:33 a.m.

2. Adoption of Agenda

It was MOVED and SECONDED
THAT the Museum & Heritage Committee adopt the agenda for the meeting held on
July 16, 2015.

CARRIED UNANIMOUSLY

3. Adoption of Minutes

It was MOVED and SECONDED
THAT the Heritage & Museum Committee adopt the minutes of the June 18, 2015 meeting as
circulated.

CARRIED UNANIMOUSLY

4. Business Arising from Prior Meetings

4.1 Museum Name – Staff Update – Tabled to next meeting

4.2 Historical Information Kiosks – Staff Update – Tabled to next meeting
4.3 Information Kiosk for Fairview Cemetery Entrance Update – Randy

No new updates.

4.4 2005 Penticton Heritage Strategy Review

Randy Manual reported the Province has developed new tools to help with an operational guideline for heritage sites that will be available soon and will help with the update of our strategy.

5. Council Outcome

5.1 Council Resolution 379/2015 and 380/2015 from the minutes dated June 18, 2015 were received.

6. New Business

6.1 Regional Heritage Strategic Plan – Heritage Consultants Denise Cook and James Burton

The Committee joined the RDOS Board meeting for the presentation of the Regional Heritage Strategic Plan at 8:50 a.m.

The Heritage Consultants presented an overview of the Regional Heritage Strategic Plan and project timeline. The project was started in 2013 and implementation of the strategy is scheduled for the fall of 2015, if endorsed by the RDOS. The program has cross boundary potential for a full regional scope that includes landscapes, views and vistas and the potential for partnerships with other levels of government, community groups, agencies, organizations and private owners.

The Heritage Consultants reviewed the key highlights of the plan which included information on the heritage values, vision, mission, performance measures and purpose of the Regional Heritage Advisory Commission, which is a key aspect for implementation, valuation criteria and tools for conservation, protection, planning, regulations and finance/funding.

A question and answer period followed.

7. Next Meeting

The next regularly scheduled meeting of the Museum & Heritage Committee will be Thursday, August 20, 2015.

8. Adjournment

The Museum & Heritage Committee adjourned the meeting at 9:40 a.m.
Tourism Development Task Force Meeting

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

Thursday, July 16, 2015
at 3:00 p.m.

Present: Max Picton, Councillor & Chair
Andrew Jakubeit, Mayor
Judy Sentes, Councillor
Andre Martin, Councillor
Barb Haynes, President, Penticton Hospitality Association
Chris Bower, Tourism Executive Director
Diana Stirling, Member at Large

Staff: Lori Mullin, Acting GM, Recreation & Facilities
Lorraine Williston, Committee Secretary

Guests: Lisa Navin, Event/Sport Development - Tourism Penticton

1. Call to Order

The Tourism Development Task Force was called to order by the Chair at 3:15 pm.

2. Adoption of Agenda

It was MOVED and SECONDED
THAT the Tourism Development Task Force adopt the agenda for the meeting held on July 16, 2015 as circulated.

CARRIED UNANIMOUSLY

3. Adoption of Minutes

It was MOVED and SECONDED
THAT the Tourism Development Task Force adopt the minutes of the June 25, 2015 meeting as circulated.

CARRIED UNANIMOUSLY

4. Introduction of Event/Sport Development Person

The Chair introduced Lisa Navin who provided some background information to the Task Force.
5. **Business Arising from Prior Meetings**

5.1 **Penticton’s Birthday Celebration - Review**

Councillor Sentes reported she has spoken individually to DPA, Rotary and JCI representatives and stated they are all excited about the concept. A meeting with everyone has been arranged to discuss this event as a group.

5.2 **55+ BC Games Update**

The Sport/Event Development representative confirmed the bid has been submitted for 2018 and 2019 and also reported Vernon has submitted a bid for 2017 and Kelowna for 2018.

5.3 **4 Pillars – Sub-Committee Discussion**

The Chair opened the discussion on the 4 pillars and development of sub-committees. Discussion followed on the structure and priorities for each pillar and potential members. It was agreed that a survey (questionnaire) was needed to help determine the strategy and priorities. Diana Stirling agreed to prepare a draft format and bring to the next meeting for review by the Task Force.

Discussion ensued on potential members for each of the following pillars:

- **Events & Festivals**
  Councillor Sentes confirmed she has contacted experienced event organizers in our community which include Barb Haynes, Kerri Milton, Sandra Curnow and Lisa Fitzgerald.

- **Cycling**
  Task Force discussion on potential members included Laura Harp, Jeff Plant, Kevin Cutjar, Louise Blais, Andrew Bayston, Ian Lobb, Hugh McLelland, Kelly Bowman, Perry Graco, Mark Woods and local bike shops. It was agreed that this group should have representation from the different disciplines.

- **Meeting & Conventions**
  Councillor Martin confirmed this group will include Geta, Gord Ferguson and Laura Hunt.

- **Sports Tourism**
  Task Force discussion on potential members included Andy Oakes, Ezra Kramer, Lisa Navin, Jeff Plant, Lyndie Hill, Russ Turner, Don Mulhall and representatives from the Curling Club, Kisu Swim Club, cross-country/downhill skiing and the school district.

5.3a **STEAM Program – Event follow-up sheet**

The Tourism Executive Director gave an overview of the STEAM program’s capabilities and the information it can provide which can include the number of participants, out of town participants, same day participants, overnight stays, spectators and media plus many more layers per level.

Discussion followed on the need for an event follow up sheet. The Event/Sport Development representative recommended including a pre-event questionnaire in the event application packages asking for additional information like number of volunteers and hotel rooms etc. their event will require. A post event questionnaire could include a survey and comments on the success or failure of their event. A participation questionnaire (where are they staying and how long? etc.), sent via email for registrants, would allow for additional personalized
information to be provided to the registrant. Onus should be on the event planner to get this information from the registrants. Discussion ensued on ways to encourage participation and incentives. The event follow-up sheet would be used as a learning and building tool. The Event/Sport Development representative stated the post event questionnaire will be a combination of what is on the STEAM site and the form currently used by the Recreation Coordinator.

5.4 Baseline Calendar

The PHA President reported a draft template has not been completed as information still needs to be collected from City staff and the various event organizers within the community. Discussion followed on the basic structure of the calendar and it was agreed it should be simple, easy to access and populate. The Event/Sport Development representative agreed to start collecting information and develop a draft template for review at the next meeting.

The PHA President will contact the hotels with conference rooms and forward the information. Other recommended contacts are:
Penticton Trade & Convention Centre – Laura
South Okanagan Events Centre – Kevin Webb
City of Penticton Facility Booking – Shelie Best
School District #67 (school tournaments)
Chamber of Commerce
Downtown Penticton Association
Penticton Indian Band
Visitor Centre
Apex Mountain Resort
Winery Associations
District of Summerland
Shatford Centre
Arts Council – Lynn Allin
Legion
S.S. Sicamous
Local community organizations

Discussion on information needed included: dates; type of event; number of people attending; any out of town attendees; number of hotel nights anticipated. The Event/Sport Development representative also stated the need for good photos from events for impact and would like to start building up an image bank and suggested event organizers could be asked to provide photos from their events as well.

Further discussions followed on the importance of identifying information for media and news releases and being prepared to provide that information as soon as possible including community awareness of events.

6. Next Meeting

The next regularly scheduled meeting of the Tourism Development Task Force is scheduled for August 20, 2015 @ 3pm.

7. Adjournment

The Tourism Development Task Force adjourned the meeting at 4:56 p.m.
Minutes

Downtown Revitalization Sub-Committee Meeting
held at City of Penticton Committee Room A
171 Main Street, Penticton, B.C.

Thursday, July 23, 2015
at 8:00 a.m.

Present: Max Picton, Councillor
Campbell Watt, Councillor
Judy Sentes, Councillor
Barb Haynes, Chair
Pamela Stevenson, Member at Large
Cheryl Watts, Member at Large
Erin Hanson, Member at Large
Tim Scott, Member at Large

Staff: Ian Chapman, City Engineer
Jules Hall, Director of Development Services
Blake Laven, Planning Manager
Simone Blais, Communications Officer
Lorraine Williston, Corporate Committee Secretary

1. Call to Order

The Downtown Revitalization Sub-Committee was called to order by the Chair at 8:01 a.m.

2. Adoption of Agenda

It was MOVED and SECONDED
THAT the Downtown Revitalization Sub-Committee adopt the agenda for the meeting held on
July 23, 2015 as circulated.

CARRIED UNANIMOUSLY

3. Adoption of Minutes

It was MOVED and SECONDED
THAT the Downtown Revitalization Sub-Committee adopt the minutes of the June 25, 2015
meeting as amended.

CARRIED UNANIMOUSLY
4. **Business Arising from Prior Meetings**

4.1 **100 and 200 Block Design – Update**

The City Engineer presented samples of street and sidewalk pavers from two local companies, Expocrete and Abbotsford Concrete Products and went over the different products each company offers. Discussion followed on design options, quality and costs and the committee asked staff to invite an experienced designer to the next meeting who can provide examples and information on what would work best for the 100 and 200 block design.

The City Engineer also reviewed the timeline for the projects. Discussion followed on the strategy, marketing and messaging needed to keep downtown businesses informed with respect to the timeline. The Communications Officer will contact the DPA regarding coordination of the notification process to businesses.

4.2 **Light Canopy - Update**

The City Engineer presented a diagram outlining the design and dimensions for the ‘U’ shaped anchor poles. Discussion followed on what design elements the committee would like to incorporate into the poles i.e. wayfinding signage and art. The City Engineer confirmed he will be bringing forth information to the next Arts, Creative & Cultural Innovations Committee meeting on August 13, 2015 for their consideration and recommendation.

The City Engineer also presented for information and consideration, a diagram of a heavy duty beam that could be installed independently for the display of street banners.

4.3 **Downtown Washrooms**

The City Engineer provided a verbal update on the status of our current washrooms. The City is having difficulty in retaining contractors to service the public washrooms due to maintenance and safety issues. Issues include people living in the washrooms and conducting illegal activities. Staff stated different options may need to be considered including self-cleaning washrooms. Discussion followed on options. Staff to provide more information at the next meeting.

5. **New Business**

None.

6. **Next Meeting**

The next regularly scheduled meeting of the Downtown Revitalization Sub-Committee is scheduled for Thursday, August 27, 2015 at 8:00 a.m.

7. **Adjournment**

The Downtown Revitalization Sub-Committee adjourned the meeting at 9:14 a.m.