

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

**Monday, November 2, 2015**  
**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 October 19, 2015 Committee of the Whole Meeting 1-2 Recieve
  - 4.2 Minutes of the October 19, 2015 Regular Council Meeting 3-7 Adopt
5. **Presentations:**
  - 5.1 Proclamation - The Royal Canadian Legion – Penticton Branch  
Re: Annual Poppy Day, November 7, 2015 8
6. **Delegations:**
  - 6.1 InterGroup Consulting Ltd. – Andrew McLaren  
Re: Utility Rate Review Findings and Recommendations
  - 6.2 Baby Friendly Initiative – Jamie Towert 9
7. **Community Partners:**
  - 7.1 Library – Shane Fox, Committee Chair and Linda King, Board Chair, Heather Buzzell  
Re: Strategic Plan 10-19
8. **Reconsideration of Bylaws and Permits:**
  - 8.1 Zoning Amendment Bylaw No. 2014-50  
Re: 101 Brunswick Street (road dedication complete) 20-21 Adopt
  - 8.2 Zoning Amendment Bylaw No. 2015-45  
Re: 2922 Wilson Street (road dedication complete) 22-23 Adopt
  - 8.3 Zoning Amendment Bylaw No. 2015-51  
Re: 2800 Cedar Road 24-25 2<sup>nd</sup>/3<sup>rd</sup>/Adopt

8.4	Major Development Projects Economic Investment Zone Bylaw No. 2015-52	26-29	Adopt
8.5	Zoning Amendment Bylaw No. 2015-53 Re: Indoor Amusement, Entertainment & Recreation text change	30	2 <sup>nd</sup> /3 <sup>rd</sup> /Adopt
8.6	Zoning Amendment Bylaw No. 2015-54 Re: Eckhardt Avenue W	31-33	2 <sup>nd</sup> /3 <sup>rd</sup>

9. **Staff Reports:**

BPM	9.1	Quidni – Liquor Application for a Winery Lounge Re: 1465 Naramata Road <i>Staff Recommendation: THAT Council recommend to the Liquor Control and Licensing Branch (LCLB) that it support the application for the proposed Winery Lounge Endorsement with a maximum lounge closure of 7:00 pm Sunday to Tuesday and 10:00 pm Wednesday to Saturday for Quidni Estate Winery (1014332 BC Ltd.), located at 1465 Naramata Road, Penticton.</i>	34-43	Del/Sub
DDS	9.2	Development Permit PL2015-069, -070, -071, -072 and -073 & DVP 2015-089 Re: 457, 469, 481, 493, and 497 Braid Street <i>Staff Recommendation: THAT Council approves “Development Permit PL2015-069, -070, -071, -072, and -073”, for Lot 12, 13, 14, 15, and 16, Block 13, District Lot 202, Similkameen Division Yale District, Plan 774, located at 497, 493, 481, 469, and 457 Braid Street, respectively. This development permit is for the construction of 5 front-to-back duplexes, located on 5 separate properties; AND THAT Council approve “Development Variance Permit PL2015-089”, for Lot 12, 13, 14, 15, and 16, Block 13, District Lot 202, Similkameen Division Yale District, Plan 774, located at 497, 493, 481, 469, and 457 Braid Street, respectively. This development variance permit is to allow for a front yard setback reduction from 4.5m to 3.5m, and to permit above ground cooling equipment to be located within an interior side yard setback; AND THAT staff are directed to issue both the Development Permit and Development Variance Permit, upon Council approval.</i>	44-56	Del/Sub
DDS	9.3	Development Variance Permit PL2015-056 Re: 2005 Lawrence Avenue <i>Staff Recommendation: THAT Council approve “Development Variance Permit PL2015-056”, for Lot 2, District Lot 2710, Similkameen Division Yale District, Plan KAP92932, located at 2005 Lawrence Avenue, a permit to reduce the rear yard setback from 6.0m to 0.4m and reduce the side yard setback (north) from 1.5m to 1.2m, in order to construct a single family home on the property; AND THAT this approval be conditional to the upgrading of road works, including hydrant installation; AND THAT staff are directed to issue “Development Variance Permit PL2015-056”.</i>	57-68	Del/Sub
DFC	9.4	Strategic Wildfire Prevention Initiatives <i>Staff Recommendation: THAT Council support the application for grant funding to the UBCM Strategic Wildfire Program Initiative for a \$20,000 Community Wildfire Protection Plan (CWPP); AND THAT Council support the inclusion of \$10,000 in the 2016 capital budget for the Community Wildfire Protection Plan; AND THAT Council support the Fire Smart grant application for \$10,000 from the UBCM Strategic Wildfire Program.</i>	69-71	
CFO	9.5	Council Procedure Amendment Bylaw No. 2015-57 Re: Electronic participation at Council Meetings <i>Staff Recommendation: THAT Council give first, second and third reading to “Council Procedure Amendment Bylaw No. 2015-57”, a bylaw to amend City of Penticton Procedure Bylaw No. 2004-23 to allow electronic attendance by Council members at special and closed Council meetings; AND THAT public notice be given in accordance with section 94 of the Community Charter prior to adoption of “Council Procedure Amendment Bylaw No. 2015-57”.</i>	72-75	

10. **Correspondence**

11. **Committee and Board Reports**

- 11.1 Arts, Creative & Cultural Innovations Committee meeting of October 8, 2015 76-79  
*Recommendation: THAT Council receive the minutes of the Arts, Creative & Cultural Innovations Committee meeting of October 8, 2015.*
- 11.2 Tourism Development Task Force meeting of October 16, 2015 80-84  
*Recommendation: THAT Council receive the minutes of the Tourism Development Task Force meeting of October 16, 2015.*

12. **Notice of Motion**

13. **Other Business**

14. **RDOS Update**

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

16. **Media and Public Question Period**

17. **Adjournment**

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

**Monday, October 19, 2015**  
**at 3:45 p.m.**

- Present:** Mayor Jakubeit  
Councillor Konanz  
Councillor Sentes  
Councillor Picton  
Councillor Martin  
Councillor Sayeed  
Councillor Watt
- Staff:** Eric Sorensen, Chief Administrative Officer  
Colin Fisher, Chief Financial Officer  
Mitch Moroziuk, General Manager Infrastructure  
Dana Schmidt, Corporate Officer  
Jules Hall, Director of Development Services  
Simone Blais, Communications Officer  
Lori Mullin, Recreation and Culture Manager  
Colleen Pennington, Economic Development Officer (3:57 pm)
- Guest:** Bryn White

**1. Call to order**

The Mayor called the Committee of the Whole meeting to order at 3:45 p.m.

**2. Adoption of Agenda**

**It was MOVED and SECONDED**

THAT the agenda for the Committee of the Whole meeting held on October 19, 2015 be adopted as circulated.

**CARRIED UNANIMOUSLY**

**3. Presentations**

- 3.1 South Okanagan Similkameen Conservation Program  
Re: Local Conservation Fund 2015

Bryn White, South Okanagan Similkameen Conservation Program, provided Council with an overview of the possible creation of a Local Conservation Fund, which could be regional or city specific. A conservation program would provide reliable funding for ecological activities and could be used to leverage external funds. The Regional District is moving forward, but will require the assent of the electors.

**4. Media and Public Question Period**

**5. Adjournment**

**It was MOVED and SECONDED**

THAT the Committee of the Whole adjourn at 4:10 p.m. to a closed meeting of Council pursuant to the provisions of the *Community Charter* sections 90 (1) as follows:

- (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;
- (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
- (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;

**CARRIED UNANIMOUSLY**

Certified correct:

Confirmed:

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Dana Schmidt  
Corporate Officer

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Andrew Jakubeit  
Mayor

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

**Monday, October 19, 2015**  
**at 6:00 p.m.**

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

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

**1. Call to Order**

The Mayor called the Regular Council meeting to order at 6:01 p.m.

**2. Introduction of Late Items**

**3. Adoption of Agenda**

512/2015

**It was MOVED and SECONDED**

THAT Council adopt the agenda for the Regular Council meeting held on October 19, 2015 as presented.

**CARRIED UNANIMOUSLY**

**4. Adoption of Minutes**

4.1 Minutes of the October 5, 2015 Regular Council Meeting

513/2015

**It was MOVED and SECONDED**

THAT Council adopt the minutes of the October 5, 2015 Regular Council Meeting as presented.

**CARRIED UNANIMOUSLY**

**5. Presentations**

**6. Delegations**

- 6.1 Aaron McRann, South Okanagan Similkameen Community Foundations  
Re: Small Neighbourhood Initiative

Aaron McRann, Executive Director of the South Okanagan Similkameen Community Foundations, provided Council with an update on a program called Neighbourhood Small Grants initiative, a partnering with the Vancouver Foundation to provide small grants to local citizens for the purpose of building strong connections and a sense of belonging. A contribution of \$5,000 was requested. To further discuss the topic, Council amended the agenda and added this as other business item 12.1.

Councillor Watt declared a conflict of interest and left the meeting at 6:12 p.m.

- 6.2 Gord Ferguson  
Re: Lakawanna Concession

Gord Ferguson, Lakawanna concession lease holder, requested permission to consult and engage the community to improve the park, building and food services offered. Propose holding open houses on Thursday and Saturday. After open houses and feedback from the community Mr. Ferguson will return to speak to Council.

Councillor Watt returned to the meeting at 6:19 p.m.

**7. Reconsideration of Bylaws and Permits**

- 7.1 Downtown Economic Investment Zone Amendment Bylaw No. 2015-47

514/2015

**It was MOVED and SECONDED**

THAT Council adopt "Downtown Economic Investment Zone Amendment Bylaw No. 2015-47".

**CARRIED UNANIMOUSLY**

**8. Staff Reports**

- 8.1 Quidni Winery Lounge Endorsement  
Re: 1465 Naramata Road

Delegations/Submissions:

- Wynona Brady, Naramata Road, concerned about noise and process, received notice October 8, letter said return comments by Oct 9. Would like more time to review process and an earlier end time.
- Applicant, Todd More, General Manager of Quidni Estate Winery, would like to have the ability to sell a glass of wine and enjoy the deck and experience.

515/2015

**It was MOVED and SECONDED**

THAT Council defer the consideration of the proposed Winery Lounge Endorsement for Quidni Estate Winery (1014332 BC Ltd.) located at 1465 Naramata Road to the next meeting of Council.

**CARRIED**  
**Councillor Watt, Opposed**

8.2 Snow and Ice Control Policy

516/2015

**It was MOVED and SECONDED**

THAT Council after full consideration, including budgetary restrictions, endorse the revised Snow and Ice Control Policy as attached in Attachment A;

AND THAT the 2015 Capital Budget be amended to include \$20,000, to be funded from the General Capital Reserves, for the purchase and installation of additional snow and ice clearing equipment; AND FURTHER THAT the 2016 Snow and Ice Control Operating Budget be increased by \$10,000 to address the additional snow and ice control at:

- Primary access lanes for multifamily developments;
- Traffic calming areas at Wiltse Blvd, Carmi Ave, & Kinney Ave;
- The Lawrence Avenue asphalt walkway servicing Sendero Canyon subdivision;
- The sidewalk adjacent the Sendero Canyon subdivision parks and the stairs servicing Sendero Canyon.

**CARRIED UNANIMOUSLY**

8.3 Airport Sanitary Sewer Agreement

517/2015

**It was MOVED and SECONDED**

THAT following receipt of consent from Board of the Regional District of Okanagan Similkameen to provide service outside of municipal boundaries in accordance with section 13 of the *Community Charter*, S.B.C. 2003, Chapter 26, Council Authorize the Mayor and Corporate Officer to execute the Penticton Airport Sanitary Sewer Infrastructure Replacement, Upgrading, Cost Sharing and Transfer of Ownership Agreement as contained in Attachment "A".

**CARRIED UNANIMOUSLY**

8.4 Zoning Amendment Bylaw No. 2015-51  
Re: 2800 Cedar Road

518/2015

**It was MOVED and SECONDED**

THAT "Zoning Amendment Bylaw No. 2015-51", a bylaw to rezone the easterly 84m of Lot 1, District Lot 2710, Similkameen Division Yale District Plan 14911, Except Plans 20725 and KAP66018, located at 2800 Cedar Road, from A (Agriculture) to R1 (Large Lot Residential), be given first reading and forwarded to the November 2, 2015 Public Hearing.

**CARRIED UNANIMOUSLY**

8.5 Major Development Projects Economic Investment Zone Bylaw No. 2015-52

519/2015

**It was MOVED and SECONDED**

THAT in accordance with Section 226 (6)(b) of the *Community Charter*, Council considers the "Major Development Projects Economic Investment Zone Bylaw No. 2015-52" in conjunction with the cities objectives and policies; AND THAT Council give first, second and third reading to the "Major Development Projects Economic Investment Zone Bylaw No. 2015-52"; AND FURTHER THAT in accordance with section 226 (6)(a) of the *Community Charter*, public notification be carried out prior to adoption of the "Major Development Projects Economic Investment Zone Bylaw No. 2015-52".

**CARRIED UNANIMOUSLY**

8.6 Zoning Amendment Bylaw No. 2015-53

520/2015

**It was MOVED and SECONDED**

THAT "Zoning Amendment Bylaw 2015-53", be given first reading and be forwarded to the November 2, 2015 Public Hearing.

**CARRIED UNANIMOUSLY**

8.7 Zoning Amendment Bylaw No. 2015-54

Re: Eckhardt Avenue W

521/2015

**It was MOVED and SECONDED**

THAT "Zoning Amendment Bylaw 2011-54" be closed and abandoned;

AND THAT "Zoning Amendment Bylaw 2015-54", a bylaw that rezones the following properties from R2 (Small Lot Residential) to C4 (General Commercial):

- 903 Eckhardt Avenue: Lot 1, District Lot 366, Similkameen Division Yale District, Plan 3536, Except Plan KAP87244
- 911 Eckhardt Avenue: Lot 2, District Lot 366, Similkameen Division Yale District, Plan 3536, Except Plan KAP87244
- 921 Eckhardt Avenue: Lot 2, District Lot 366, Similkameen Division Yale District, Plan 7817, Except Plan KAP87244
- 935 Eckhardt Avenue: Lot 1, District Lot 366, Similkameen Division Yale District, Plan 7817, Except Plan KAP87244
- 941 Eckhardt Avenue: Lot 5, District Lot 366, Similkameen Division Yale District, Plan 3536, Except Plan KAP87244
- 947 Eckhardt Avenue: Lot 6, District Lot 366, Similkameen Division Yale District, Plan 3536, Except Plan KAP87244
- 955 Eckhardt Avenue: Lot 7, District Lot 366, Similkameen Division Yale District, Plan 3536, Except Plan KAP87244
- 963 Eckhardt Avenue: Lot 8, District Lot 366, Similkameen Division Yale District, Plan 3536, Except Plan KAP87244
- 969 Eckhardt Avenue: Lot 9, District Lot 366 Similkameen Division Yale District Plan 3536, Except Plan 42663 and KAP87244 be given first reading and be forwarded to the November 2, 2015 Public Hearing;

AND THAT prior to adoption the properties are consolidated into one or more titles with land areas over 1,000m2 per lot.

**CARRIED UNANIMOUSLY**

**9. Correspondence**

**10. Committee and Board Reports**

10.1 Development Services Advisory Committee meeting of October 1, 2015

522/2015

**It was MOVED and SECONDED**

THAT Council receive the minutes of the Development Services Advisory Committee meeting of October 1, 2015.

**CARRIED UNANIMOUSLY**

**11. Notice of Motion**

**12. Other Business**

12.1 Neighbourhood Small Grants Initiative – request for funding

523/2015

**It was MOVED and SECONDED**

THAT Council contribute \$5000 to the South Okanagan Similkameen Community Foundation Neighbourhood Small Grants Initiative.

**CARRIED UNANIMOUSLY**

**13. RDOS Update**

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

**15. Media and Public Question Period**

**16. Adjournment**

524/2015

**It was MOVED and SECONDED**

THAT Council adjourn the Regular Council meeting held on Monday, October 19, 2015 at 7:38 p.m.

**CARRIED UNANIMOUSLY**

Certified correct:

Confirmed:

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Dana Schmidt  
Corporate Officer

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Andrew Jakubeit  
Mayor

# Proclamation

penticton.ca

## **The Royal Canadian Legion – Penticton Branch (B.C. No 40) Annual Poppy Day November 7, 2015**

**WHEREAS** On June 30, 1948, The Royal Canadian Legion was given the responsibility to safeguard the Poppy as a sacred symbol of Remembrance through an Act of Parliament to ensure that the largest Veterans organization in the country would be able to act in preserving the Poppy as a sacred symbol of the sacrifice of our Veterans;

**AND WHEREAS** Each November, Poppies blossom on the lapels and collars of over half of Canada's entire population. The poppy campaign inspires Canadians to remember those who have fallen in war and military operations;

**AND WHEREAS** Contributions to the Annual Poppy Campaign directly supports Canada's serving and retired Veterans and their families, while ensuring Canada never forgets;

**AND WHEREAS** Each year, on the eleventh hour of the eleventh day of the eleventh month, we observe Remembrance Day across Canada. Every year we gather in community halls, memorial parks, schools, living rooms and more to observe a moment of silence and to mark the sacrifice and honour of so many;

**NOW THEREFORE** I, Andrew Jakubeit, Mayor of the City of Penticton, DO HEREBY PROCLAIM **November 7, 2015** as **Annual Poppy Day** in the City of Penticton.

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**Mayor Andrew Jakubeit**

### Request to Appear as a Delegation

Preferred Council Meeting Date: Nov 2nd 2015

Second choice(s): Nov 16<sup>th</sup> 2015

Subject matter: Baby Friendly Initiative

Name of person(s) making presentation:

Paige Bunbury, Alyssa Sand, Jamie Towert, Amy Standcumbe

Address:

Phone:

Email:

Please provide details of your presentation:

<p>We are working with OK Breastfeeding in Penticton, and are working to support a positive breastfeeding culture. The Baby Friendly Initiative aims to support all mothers and their feeding methods, however we have identified breastfeeding in public as an issue where mothers feel uncomfortable and discriminated against due to public unacceptance.</p>
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Please note:

- This form and its content is part of the public record.
- Written copies of your submission must be presented to the Corporate Officer by 9:30 a.m. on the Wednesday before the meeting either by email, fax or in person.
- PowerPoint presentations must be emailed no later than 9:30 a.m. the date of the meeting. We recommend you bring backup PowerPoint files with you on a memory stick.
- Delegations are limited to 5 minutes.

Corporate Office  
Dana Schmidt, Corporate Officer  
171 Main Street, Penticton, B.C., V2A 5A9

Phone: 250-490-2405  
Fax: 250-490-2402  
[dana.schmidt@penticton.ca](mailto:dana.schmidt@penticton.ca)

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*PENTICTON PUBLIC LIBRARY  
STRATEGIC PLAN*

*2015-2018*

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## 2015-2018 Penticton Public Library Strategic Plan

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### Introduction

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Libraries play a central role in their communities as places to gather, access information, and find material for inspiration, learning, and play. Libraries are community builders; we hold our local history, information about our local government's plans, business, legal, and health resources. Libraries are a leveler for a community; rich or poor, all are welcome in our doors – we have no fees to use the library for residents of our community. Libraries are a centre for lifelong learning; regardless of your interests there will be something to learn in the Library.

Library service has changed a fair bit in the last decade, but at its core we still offer our communities services they expect from us. Children and their caregivers can come for a free storytime, jobseekers can come and use our computers to develop resumes, new immigrants can find information about Canada and books in foreign languages, people with print disabilities can find collections of audiobooks and Daisy titles, and anyone can find a movie to watch for the weekend or the latest novel by their favourite author. If we don't have it, we can usually get it.

### History of the Penticton Public Library

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Penticton Public Library was initially formed in 1909 as a public library reading room. The Penticton Public Library has had various homes over the years, but has been part of the Library-Museum Complex since 1965.

When a provincial government initiative created the Okanagan Union Library, Penticton voted against participation due to cost and governance issues, in 1935. However, the amalgamation of school boards in 1947 forced Penticton to join the Okanagan Regional Library but the decision was not popular. Complaints about cost and quality of service led to Penticton taxpayers voting to withdraw from the regional system in December of 1968. The following year a second bylaw (1969-2639) formed the Penticton Public Library as a municipal library under the BC Library Act.

Since 1969 the library has seen a number of major challenges and changes. The library was expanded in 1988 and renovated in 2013. We were the first BC library to introduce the Dynix automated catalogue and one of the first places in Penticton to offer access to the internet. In 2006 we introduced, together with most BC libraries, a new online collection of e-books. In 2014 we joined the Kootenay Library Federation to take advantage of some of the economies of scale offered by a larger federation of independent libraries. Late in 2013 we conducted a community survey to assess the satisfaction levels of the community with our services and to look for community suggestions on how we might continue to grow.

## 2015-2018 Penticton Public Library Strategic Plan

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### Penticton Public Library in Context

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Penticton is a community of 33,000 plus an additional 10,000 in the surrounding area of the Regional District Okanagan Similkameen. Penticton Public Library's visible central location offers good access for the community as a whole. Penticton Public Library is an independent municipal library.

Our service area is surrounded by the Okanagan Regional Library. ORL Branches: Summerland, Naramata, Kaleden and Okanagan Falls are the nearest libraries outside of Penticton. We see heavy use by patrons of these libraries in Penticton through the BC One Card program.

Penticton Public Library is a well-used library with between 4,500 and 5,000 visitors per week. Our current users are very supportive of the library. Penticton Public Library is open 59 hours (7 days) a week in the winter and 55 hours (6 days) a week in the summer. We circulate approximately 115 books per open hour from our collections which range from board books for children to legal reference titles. We offer a regular slate of free public programs for all ages, plus additional author visits and special events. We have seven computers that are available to the public to use free of charge (with a library card,) plus printing and scanning services.

Library staff consists of 5 professional librarians, 4 library technicians, 1 community librarian, 6 library assistants, 1 adult page, and 6 student pages. Together this is a total of approximately 13.7 FTE positions. These staff members are skilled in diverse areas from information and readers' advisory services, early literacy, cataloguing, technical services, consumer computer technology, programing and customer service.

We have an experienced staff who are passionate about the service we provide for the community. Along with services for individuals, we provide support for community non-profits such as South Okanagan Immigrant and Community Services, Interior Health, Boys and Girls Club, and Literacy Now. We also serve public and private schools and preschools along with job seekers and small businesses.

In 2013, we underwent a renovation and assessment of our physical layout which refreshed and opened up our physical space. However, despite the recent renovation we continue to struggle with a facility that is too small for the size of our community, collection and services. The Library lacks dedicated space for meetings or study, programing space, and a computer lab. This has led to conflict between patrons, concerns over privacy, and the loss of opportunities for partnerships with other community organizations.

Financially, while we are supported by the provincial and local governments and additional funding through an agreement from the Okanagan Regional Library, we struggle with growth of services due to operating very close to our budget lines. Over the years of tight budgets we have maximized our internal systems to prevent waste of time and resources. Simply put, there is no room to grow the services we offer to meet patron demand. Library staff are also frequently overburdened with multiple tasks, which constrains the development of new projects or initiatives. Future fundraising or grant opportunities may help alleviate these limitations with project-based funding.

## 2015-2018 Penticton Public Library Strategic Plan

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The possibility of developing an economic impact study of the Library was proposed and initially endorsed in 2014; however the costs of having this report done externally were prohibitive. While a full report of this nature is out of reach currently, we hope to develop a similar study in the future.

Internally, we also struggle to market our programs and services. All marketing is currently done in house by the staff person responsible for the service and as such we lack a unified feel or plan. Ultimately, this has led to a lack of awareness of the services we offer and the impact they have on our community. There are many assumptions regarding library service from non-users of the library. Specifically, that the services we develop, even the collection itself, are of little relevance to their daily life.

The rapid pace of technological change is a challenge for the Library. Patron expectations and our internal skill sets require constant attention. As these expectations change we must ensure that staff is current in their knowledge and ability to assist patrons. Initially, expectations were simply to help patrons with ebooks, but increasingly we are asked to assist with everything from formatting documents to navigating security options for email services to assisting with government forms online. Beyond keeping our skills up-to-date we must also maintain our public computers to match patron expectations.

Penticton Public Library is in the fortunate position of belonging to a consortium that licenses e-content on our behalf, but whether we break away from this model or begin to purchase licenses for our collection will depend largely on patron demands for ebooks. Other licensing arrangements for digital content, Zinio (popular magazines) and AVOD (documentary videos), have already been added for a trial period to determine interest and demand, but are also subscriptions where the library does not curate the content. Other digital options for popular movies and music may be possible in the future but the current model is potentially crippling expensive. A comprehensive business case will be required prior to committing to this model.

### Approach to Developing Strategic Plan

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The Strategic Planning Committee took a multi-pronged approach to developing our 2015-2018 Strategic Plan. The Committee examined our past data and usage statistics, developed an environmental scan of library services in general and conducted a SWOT (strengths, weaknesses, opportunities, and threats) analysis of our library and its services. Further, we attempted to align our goals and priorities with those of the City of Penticton and the BC Ministry of Education.

The December 2013 Community Survey, including the organizational survey, informed the planning process as well. Though the sample size for both surveys was not statistically sound, some general trends in responses were identified.

Finally, with this background data, the Library Board and Library Staff came together for two sessions to outline our values, vision and mission and draft the strategic priorities for the Library.

### Local data informing our planning

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## 2015-2018 Penticton Public Library Strategic Plan

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Demographically, there are few surprises in our research. 26% of Penticton's residents are over the age of 65; 62% of the population fall between 15 to 64 years old. The number of school aged children has dropped by 10.5% according to the school enrolment statistics between 2009 and 2014. The largest group, demographically and for library membership is those of working age – 15 to 64.

The economy is historically based in natural resources and agriculture which has expanded to include tourism, high tech, and service industries. Both Penticton's local government and the provincial government of BC focus on job creation and economic development. Economically, the *Regional Labour Market Outlook – Thompson Okanagan (2010-2020)* indicates that there will be a small amount of growth in the area. A further study *Growing in the Okanagan: Labour Market Outlook (2014)* indicates that the Okanagan-Similkameen has lower participation and employment rates when compared to the Central Okanagan.

Penticton is served by School District 67 (kindergarten to grade 12) along with several private schools and preschools. ConnectEd provides an alternate school and there is a strong homeschool community. Additionally, one of the Okanagan College locations operates in Penticton. The college offers certificates, diplomas, degrees, and programs, as well as a healthy range of continuing education classes for community members.

### Larger library trends

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Unsurprisingly, trends in library service have been moving increasingly towards digital services. Rapidly changing technologies have proved to be a challenge for libraries regardless of size with patrons expecting more digital content and services. It is a reversal of traditional models; where rather than owning items specifically for our patrons to use, libraries must now license content and the platform in which it's made available. The license fees for ebooks for libraries are currently much more than the consumer license, and it is difficult to predict readers' preferences for physical or digital content.

Technology has also impacted library trends by broadening the definitions of literacy to include digital skills. It can be argued that public libraries have done this since the advent of personal computers and the growth of the internet; however, the rapidly changing pace of consumer technology means that library staff must keep up-to-date on these trends and frequently struggle to keep their skills current.

Many experts have argued that to maintain their relevance, public libraries must become centres of content creation rather than consumption. The trend towards developing Makerspaces is a significant departure from traditional library services. These spaces have had tremendous success in large centres, such as Vancouver and Edmonton; however, there are obvious challenges for small and medium sized libraries to commit funds and space for this type of enterprise.

At the time of developing our Strategic Plan the Royal Society of Canada (The Academies of Arts, Humanities and Sciences) was conducting research on the status and future of Canada's libraries. The final document *Future Now: Canada's Libraries, Archives, and Public Memory* is available online. Early drafts of this document informed our trends report.

## 2015-2018 Penticton Public Library Strategic Plan

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This report has emphasized measuring the value of public library service to a community. Often library service has been seen as a “soft” service where the emphasis has been placed on the social good and cultural heart of a community. One recent trend; however, has been to develop an additional evidence based economic impact model in demonstrating the value of libraries. For example, *So Much More: The Economic Impact of the Toronto Public Library on the City of Toronto* illustrates the economic impact for every \$1.00 spent on the library by the municipality.

Other recommendations developed by this report include increasing community connections for other agencies, community led development services as pioneered by the *Working Together Project*, and services to underserved populations (new immigrants, Aboriginal Canadians, and individuals with print disabilities.)

### Community Survey:

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In late 2013 and early 2014, we conducted two community surveys focused on users and non-users of the Penticton Public Library, with a secondary focus on other community organizations. The full survey report can be accessed through the Chief Librarian’s office. Unfortunately, the consultation process in attempting to reach other community organizations was faulty. In the future we are considering examining a more direct method of soliciting input from organizational respondents.

Results of this survey indicate that the majority of respondents who are already library users are content with our existing services and the status quo. However, promotion and marketing of our existing services and programs needs improvement. Customer service remains a high priority in competing with the private sector and online vendors. We need to adapt our physical space or create flexible spaces as needed to continue developing library services. We need to ensure that our staff has sufficient support to meet the changing technical needs of our patrons.

The non-user survey indicates that awareness of library services remains the greatest hurdle to drawing in these individuals; however, library services were not perceived to be of great personal value to some of these respondents. Improving knowledge and perception are important, but we recognize that we are unlikely to reach 100% participation from the community.

## 2015-2018 Penticton Public Library Strategic Plan

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### Values, Vision, Mission and Strategic Directions

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The Penticton Public Library Board and Staff met together twice for visioning sessions that were facilitated by Patricia Tribe to develop the following values, vision, and mission. From these sessions the Strategic Planning Committee were able to put together six strategic directions for the coming four years.

#### Values:

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The Penticton Public Library Board and Staff:

- Support *lifelong learning*
- Encourage *diversity*
- Provide *non-judgemental service*
- Provide open/free *access* to information and resources
- Offer quality *information*
- Build *community*
- Support multiple *literacies*
- Develop and enhance *connections* with community partners
- Offer *equitable service*
- Be a *safe & comfortable place*

#### Vision Statement:

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Penticton Public Library continues to be a welcoming and thriving gathering place, engaging with our diverse community and encouraging all ages in their pursuit of learning and personal growth.

#### Mission Statement:

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Our library is a thriving presence, responsive and connected to our diverse community through innovative services, outreach and partnerships.

Strategic Directions of Penticton Public Library:

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**Raise public awareness: tell our story**

The Library Board and staff will seek to communicate our value to the community, and facilitate the ways in which our supporters can champion the library by strengthening our existing relationships and developing a marketing plan for the Library.

**Increase community engagement**

The Library Board and Staff will seek to increase opportunities for the community to interact with the library by engaging new audiences with targeted services, and improving access to our library. We will also work to strengthen our working relationships with elected officials, municipal staff, other libraries, the media and other community groups.

**Put the patron experience first**

The Library Board will seek to put the patron's experience first by engaging in a continuous review of policies and procedures, by supporting staff in pursuing ongoing training to improve services, expertise and technical assistance, and by encouraging ongoing public feedback and being responsive to suggestions where possible. Library staff will implement best collection management practices to ensure relevance of all library collections.

**Foster lifelong learning**

The Library Board and Staff will ensure that the library stays relevant and current by building and evaluating services, collections and programs. We will support patrons in lifelong learning in the face of evolving 21st century literacies and provide an environment that fosters creative expression and innovation while embracing new technologies that meet information needs and enhance access to information while improving efficiency.

**Become Penticton's gathering space**

The Library Board and Staff will work to create an adaptable space to meet the community's various needs, while enhancing our library as a welcoming, lively, and safe gathering place. The Library Staff will strive to offer more events and services that make the Library a destination.

**Promote responsible management**

The Library Board will strive to strengthen relationships with existing funders while seeking new funding sources. The trustees will work towards improving Board development and training to ensure that governance and management are in line with Library goals and objectives.

## 2015-2018 Penticton Public Library Strategic Plan

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### Strategic Planning Committee

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Linda King, Library Board Chair  
Donna Butler, Library Board Vice-Chair  
Heather Buzzell, Chief Librarian  
Julia Cox, Youth Services Librarian  
David Folstad, Trustee  
Shane Fox, Trustee  
Ernie Ingles, Trustee

Bylaw No. 2014 -50

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 2014 -50".

2. **Amendment:**

2.1 Zoning Bylaw 2011-23 Schedule 'A' is hereby amended as follows:

Rezone Lot 1, District Lot 4, Group 7, Similkameen Division Yale (Formerly Yale-Lytton) Plan 368 from RD2 (Duplex Housing: Lane) to RM2 (Low Density Multiple Housing).

2.2 Schedule 'A' attached hereto forms part of this bylaw.

READ A FIRST time this	15	day of	December, 2014
A PUBLIC HEARING was held this	19	day of	January, 2015
READ A SECOND time this	19	day of	January, 2015
READ A THIRD time this	19	day of	January, 2015
ADOPTED this		day of	, 2015

Notice of intention to proceed with this bylaw was published on the 9 day of January, 2015 and the 14 day of January, 2015 in the Penticton Western newspaper, pursuant to Section 94 of the *Community Charter*.

\_\_\_\_\_  
Andrew Jakubeit, Mayor

\_\_\_\_\_  
Dana Schmidt, Corporate Officer



Bylaw No. 2015-45

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 2015-45".

2. Amendment:

2.1 Zoning Bylaw 2011-23 Schedule 'A' is hereby amended as follows:

Rezone Lot 2, District Lot 116, Similkameen Division Yale District, Plan 9696, located at 2922 Wilson Street, from RD1 (Duplex Housing) to RM2 (Low Density Multiple Housing).

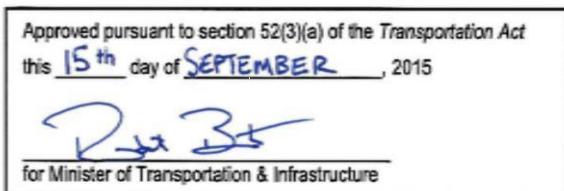
2.2 Add 10.8.4 Site Specific Provisions

.2 In the case of Lot 2, District Lot 116, Similkameen Division Yale District, Plan 9696, located at 2922 Wilson Street, the maximum density shall be 0.92 FAR.

2.3 Schedule 'A' attached hereto forms part of this bylaw.

READ A FIRST time this 17 day of August, 2015
A PUBLIC HEARING was held this 8 day of September, 2015
READ A SECOND time this 8 day of September, 2015
READ A THIRD time this 8 day of September, 2015
RECEIVED the approval of the 15 day of September, 2015
Ministry of Transportation on the
ADOPTED this day of , 2015

Notice of intention to proceed with this bylaw was published on the 28 day of August, 2015 and the 2 day of September, 2015 in the Penticton Western newspaper, pursuant to Section 94 of the Community Charter.

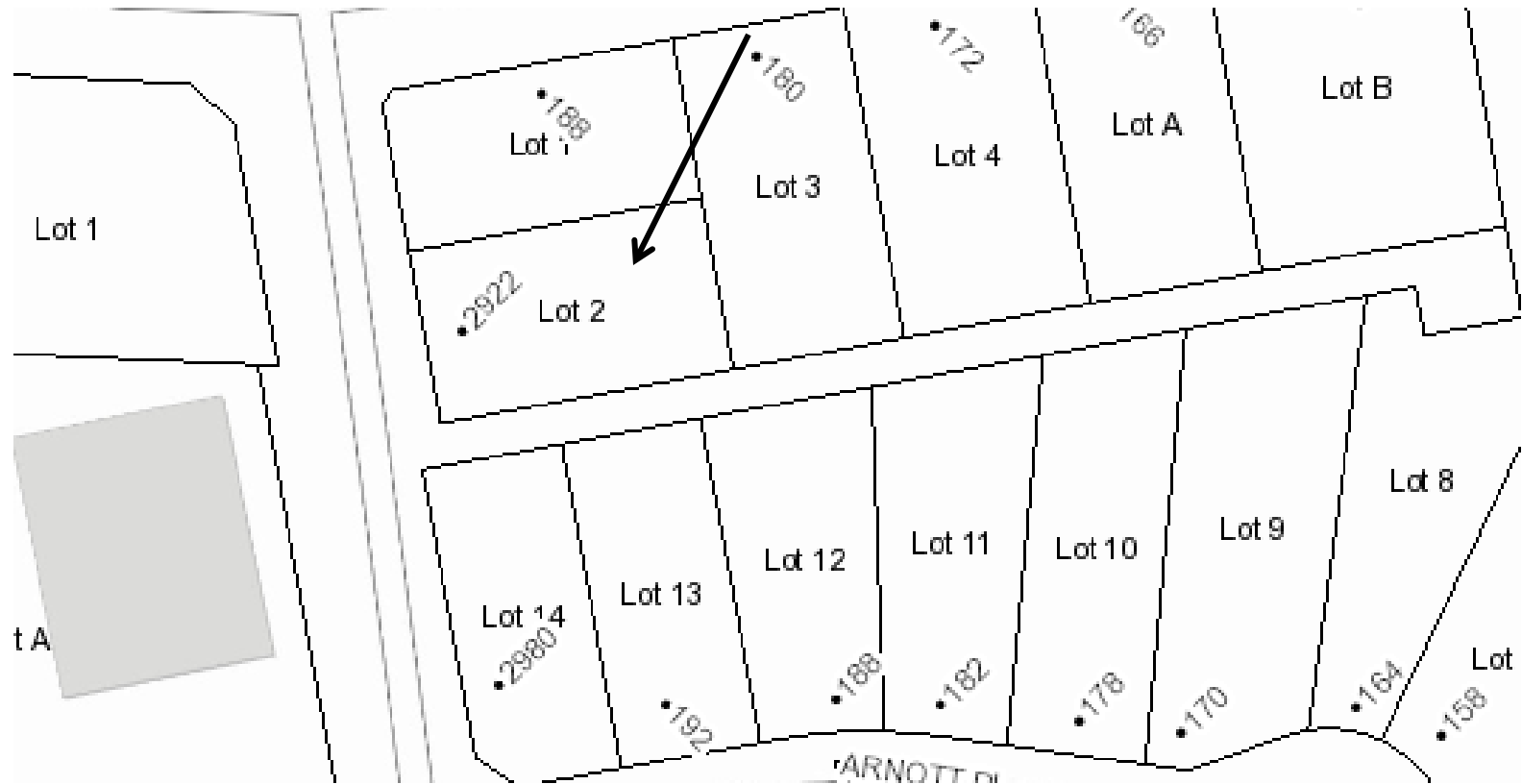


Andrew Jakubeit, Mayor

Dana Schmidt, Corporate Officer

# 2922 Wilson Street

Rezone from RD1 (Duplex Housing) to RM2 (Low Density Multiple Housing) with a site specific zoning amendment to increase the maximum density from 0.75 FAR to 0.92 FAR



City of Penticton – Schedule 'A'

Zoning Amendment Bylaw No. 2015-45

Date: \_\_\_\_\_

Corporate Officer: \_\_\_\_\_

Bylaw No. 2015-51

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 2015-51".

2. **Amendment:**

2.1 Zoning Bylaw 2011-23 Schedule 'A' is hereby amended as follows:

Rezone the easterly 84m of Lot 1, District Lot 2710, Similkameen Division Yale District Plan14911, Except Plans 20725 and KAP66018, located at 2800 Cedar Road, from A (Agriculture) to R1 (Large Lot Residential).

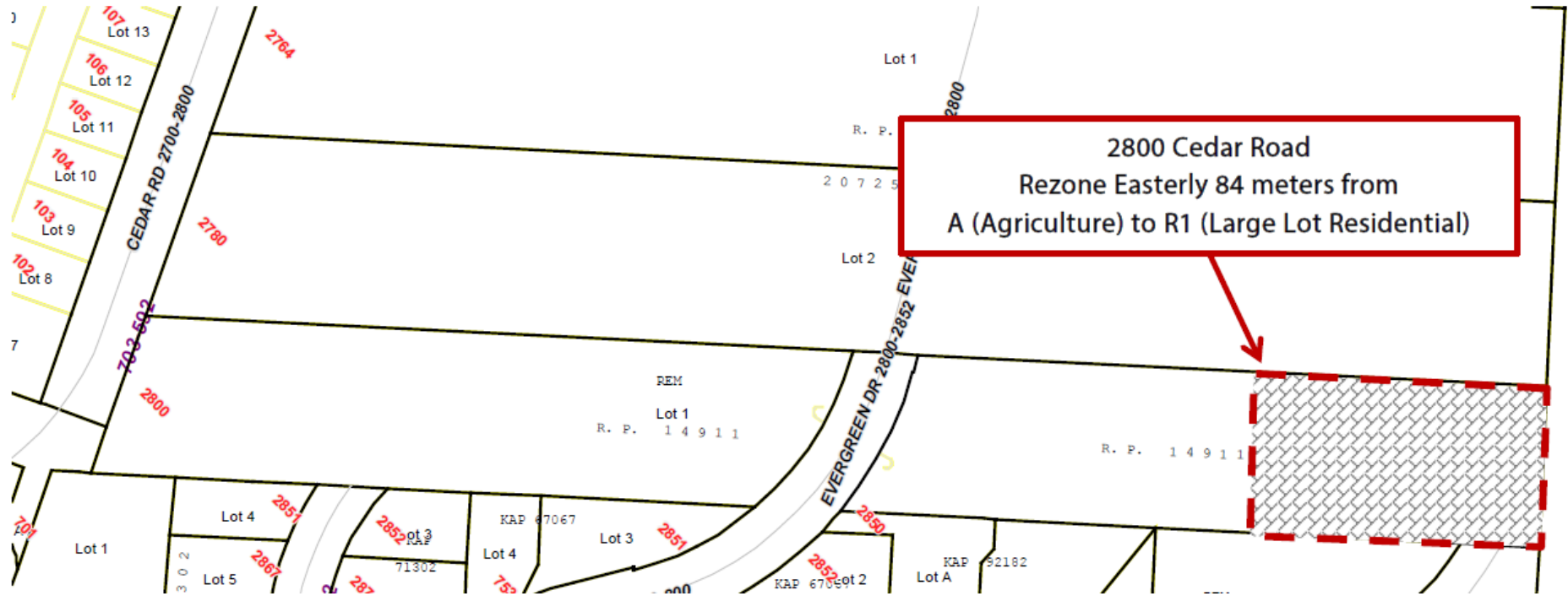
2.2 Schedule 'A' attached hereto forms part of this bylaw.

READ A FIRST time this	19	day of	October, 2015
A PUBLIC HEARING was held this	2	day of	November, 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 23 day of October, 2015 and the 28 day of October, 2015 in the Penticton Western newspaper, pursuant to Section 94 of the *Community Charter*.

\_\_\_\_\_  
Andrew Jakubeit, Mayor

\_\_\_\_\_  
Dana Schmidt, Corporate Officer



City of Penticton – Schedule 'A'

Zoning Amendment Bylaw No. 2015-51

Date: \_\_\_\_\_

Corporate Officer: \_\_\_\_\_

**Bylaw No. 2015-52**

*A bylaw to create a revitalization tax exemption for eligible major development projects.*

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WHEREAS UNDER Section 226 of the *Community Charter*, a Council may, by bylaw, establish a Revitalization Tax Exemption Program to encourage revitalization within the community;

AND WHEREAS The Council has considered this bylaw in conjunction with the objectives and policies set out under section 165(3.1)(c) of the *Community Charter* ;

AND WHEREAS the Council has given notice of the adoption of this bylaw under section 227(3) of the *Community Charter*;

NOW THEREFORE the Council of The Corporation of the City of Penticton in open meeting assembled enacts as follows:

CITATION

1. This Bylaw may be cited as "Major Development Projects Economic Investment Zone Bylaw No. 2015-52".

ADMINISTRATION

2. The Director of Development Services is authorized to administer this bylaw.

DEFINITIONS

3. In this bylaw:

"Building Permit" means permission or authorization in writing from the Chief Building Official to perform building work regulated by the Building Bylaw.

"Chief Building Official" includes the person appointed to that position and a person authorized by the Chief Building Official to perform duties under this bylaw.

"City" means the Corporation of the City of Penticton.

"Council" means the Council of the City.

"Current Year Tax Rate" means the municipal tax rate as set by Bylaw and adopted by Council.

"Director of Development Services" includes the person appointed to that position and a person authorized by the Director of Development Services to perform duties under this bylaw.

"Exemption Certificate" means a Revitalization Tax Exemption Certificate issued by the City under this bylaw in respect of an eligible property.

"Occupancy Permit" is defined under Zoning Bylaw 2011-23.

“Owner” means, in respect of real property:

- a) the registered owner of an estate in fee simple,
- b) the tenant for life under a registered life estate,
- c) the registered holder of the last agreement for sale, or
- d) the holder or occupier of land held in the manner referred to in section 228 [taxation of crown land used by others] or section 229 [taxation of municipal land used by others], of the *Community Charter*

#### OBJECTIVES AND RATIONALE

4. Council hereby establishes a Revitalization Tax Exemption Program, pursuant to section 226 of the *Community Charter*, to:
  - a) stimulate and encourage the construction of new buildings and major renovations of existing buildings and other projects that stimulate the economic wellbeing of Penticton;
  - b) encourage revitalization of underutilized areas of Penticton;
  - c) to serve the long term goal of strengthening Penticton’s local economy;
5. The Revitalization Tax Exemption Program is intended to accomplish the Council’s objectives by providing tax relief for eligible construction of major private sector projects.

#### ELIGIBLE DEVELOPMENTS

6. Developments shall be eligible for incentives under this bylaw if they are:
  - a) issued a building permit after December 1, 2015; and
  - b) have been issued an Occupancy Permit no later than December 31, 2018.
7. Developments which have a Building Permit value of \$17 Million or more shall be eligible for property and tax improvements incentives of 10 years on the land and 10 years on the improvements unless terminated by cancellation of the Revitalization Tax Exemption Certificate.
8. A maximum of 2 developments shall be eligible for incentives under this bylaw on a first come first served basis.
9. The Revitalization program is established for eligible privately owned or City owned properties within the City of Penticton.

#### INELIGIBLE DEVELOPMENTS

10. Notwithstanding anything in this Bylaw, the following types of development are ineligible for incentives under this bylaw:
  - Automobile Sales;
  - Single Family dwellings or duplexes;
  - Any use listed on Schedule 2 of the Contaminated Sites Regulations;
  - Lands owned by the Province of BC, Government of Canada or their agencies shall not be eligible for incentives under this bylaw.

## EXTENT OF TAX EXEMPTIONS

11. Notwithstanding anything in this bylaw, a development for which construction has started prior to the adoption date of the bylaw but no Occupancy Permit has been issued, shall not be eligible for incentives under this bylaw, regardless of whether or not the improvements meet the eligibility criteria for incentives under this bylaw.
12. Where a property is eligible to receive incentives under more than one Economic Incentive Zone Bylaw (for instance, 2014-04, 2014-44) or this bylaw, the property shall be eligible for only one kind of incentive for revitalization within the City of Penticton under one bylaw.

## CALCULATION OF TAX EXEMPTIONS

13. The tax exemption on land for any given year shall be calculated as follows:

$$\text{Tax Exemption} = (\text{Land Value} \times \text{Current Year Tax Rate})$$

14. The tax exemption for any given year shall be calculated as follows:

$$\text{Tax Exemption} = (\text{Construction Value} \times \text{Current Year Tax Rate})$$

## REQUIREMENTS FOR ISSUANCE OF EXEMPTION CERTIFICATES

15. Before an Exemption Certificate will be issued under this Bylaw for a particular property, the following requirements must be met:
  - a) an Occupancy Permit for the development which is eligible for incentives under this bylaw must have been issued;
  - b) all property taxes, including penalties and interest due and owing in respect for the property must be fully paid;
  - c) the property owner must have entered into a Revitalization Tax Exemption Agreement with the City; and
  - d) The development must, notwithstanding anything in this bylaw, be substantially completed in accordance with any permits issued under part 26 of the *Local Government Act*.
16. The Exemption Certificate may be cancelled and all the taxes which were exempted in respect of that property shall be repaid, plus interest, as if the taxes had never been exempted, and the collector shall add those taxes to the roll for that property if:
  - a) a property ceases to meet all the conditions of the Exemption Certificate; or
  - b) the primary business operating within the premises ceases to operate within normal business hours of that industry for more than 30 days;
  - c) the property owner or tenant is in breach of any enactments, laws, statutes regulations or order by any authority having jurisdiction;
  - d) the property owner or tenant is in breach of any federal, provincial, municipal bylaw, laws, permits or approvals;
  - e) the property owner is in breach or arrears with respect to a lease or licence to use payment to the City of Penticton.

SEVERABILITY

If any section, subsection, clause or phrase of this bylaw is held to be invalid for any reason by a court of competent jurisdiction, the invalid portion shall be severed and the decision that it is invalid shall not affect the validity of the bylaw.

READ A FIRST time this	19 day of	October, 2015
READ A SECOND time this	19 day of	October, 2015
READ A THIRD time this	19 day of	October, 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

Bylaw No. 2015-53

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. 2015-53".

2. **Amendment:**

Zoning Bylaw 2011-23 is hereby amended as follows:

2.1 Remove the following definition from Section 4.2 DEFINITIONS:

CASINO means a facility that is licensed under the Gaming Control Act, which may include table games, slot machines or electric devices.

2.2 Amend the following definition from Section 4.2 DEFINITIONS to read:

INDOOR AMUSEMENT, ENTERTAINMENT AND RECREATION means facilities within an enclosed building intended for leisure activities where patrons are predominantly participants or spectators. Typical uses include but are not limited to amusement arcades, bingo halls, health and fitness centres, athletic facilities and ice rinks, billiard and pool halls, swimming pools, bowling alleys, motion pictures theatres, concert or music halls and casinos. Such permitted uses may be licensed by the *British Columbia Liquor Control and Licensing Branch* to sell alcoholic beverages as an accessory use.

2.3 Remove Casino and the minimum parking and loading space requirements from Table 7.5 – Parking Requirements.

READ A FIRST time this	19	day of	October, 2015
A PUBLIC HEARING was held this	2	day of	November, 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 23 day of October, 2015 and the 28 day of October, 2015 in the Penticton Western newspaper, pursuant to Section 94 of the *Community Charter*.

\_\_\_\_\_  
Andrew Jakubeit, Mayor

\_\_\_\_\_  
Dana Schmidt, Corporate Officer

**Bylaw No. 2015-54**

*A Bylaw to Amend Zoning Bylaw 2011-23*

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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. 2015-54".

2. **Amendment:**

2.1 Zoning Bylaw 2011-23 Schedule 'A' is hereby amended as follows:

Rezone the following properties from R2 (Small Lot Residential) to C4 (General Commercial):

- 903 Eckhardt Avenue: Lot 1, District Lot 366, Similkameen Division Yale District, Plan 3536, Except Plan KAP87244
- 911 Eckhardt Avenue: Lot 2, District Lot 366, Similkameen Division Yale District, Plan 3536, Except Plan KAP87244
- 921 Eckhardt Avenue: Lot 2, District Lot 366, Similkameen Division Yale District, Plan 7817, Except Plan KAP87244
- 935 Eckhardt Avenue: Lot 1, District Lot 366, Similkameen Division Yale District, Plan 7817, Except Plan KAP87244
- 941 Eckhardt Avenue: Lot 5, District Lot 366, Similkameen Division Yale District, Plan 3536, Except Plan KAP87244
- 947 Eckhardt Avenue: Lot 6, District Lot 366, Similkameen Division Yale District, Plan 3536, Except Plan KAP87244
- 955 Eckhardt Avenue: Lot 7, District Lot 366, Similkameen Division Yale District, Plan 3536, Except Plan KAP87244
- 963 Eckhardt Avenue: Lot 8, District Lot 366, Similkameen Division Yale District, Plan 3536, Except Plan KAP87244
- 969 Eckhardt Avenue: Lot 9, District Lot 366 Similkameen Division Yale District Plan 3536, Except Plan 42663 and KAP87244

2.2 Schedule 'A' attached hereto forms part of this bylaw.

READ A FIRST time this	19	day of	October, 2015
A PUBLIC HEARING was held this	2	day of	November, 2015
READ A SECOND time this		day of	, 2015
READ A THIRD time this		day of	, 2015
RECEIVED the approval of the Ministry of Transportation on the		day of	, 2015
ADOPTED this		day of	, 2015

Notice of intention to proceed with this bylaw was published on the 23 day of October, 2015 and the 28 day of October, 2015 in the Penticton Western newspaper, pursuant to Section 94 of the *Community Charter*.

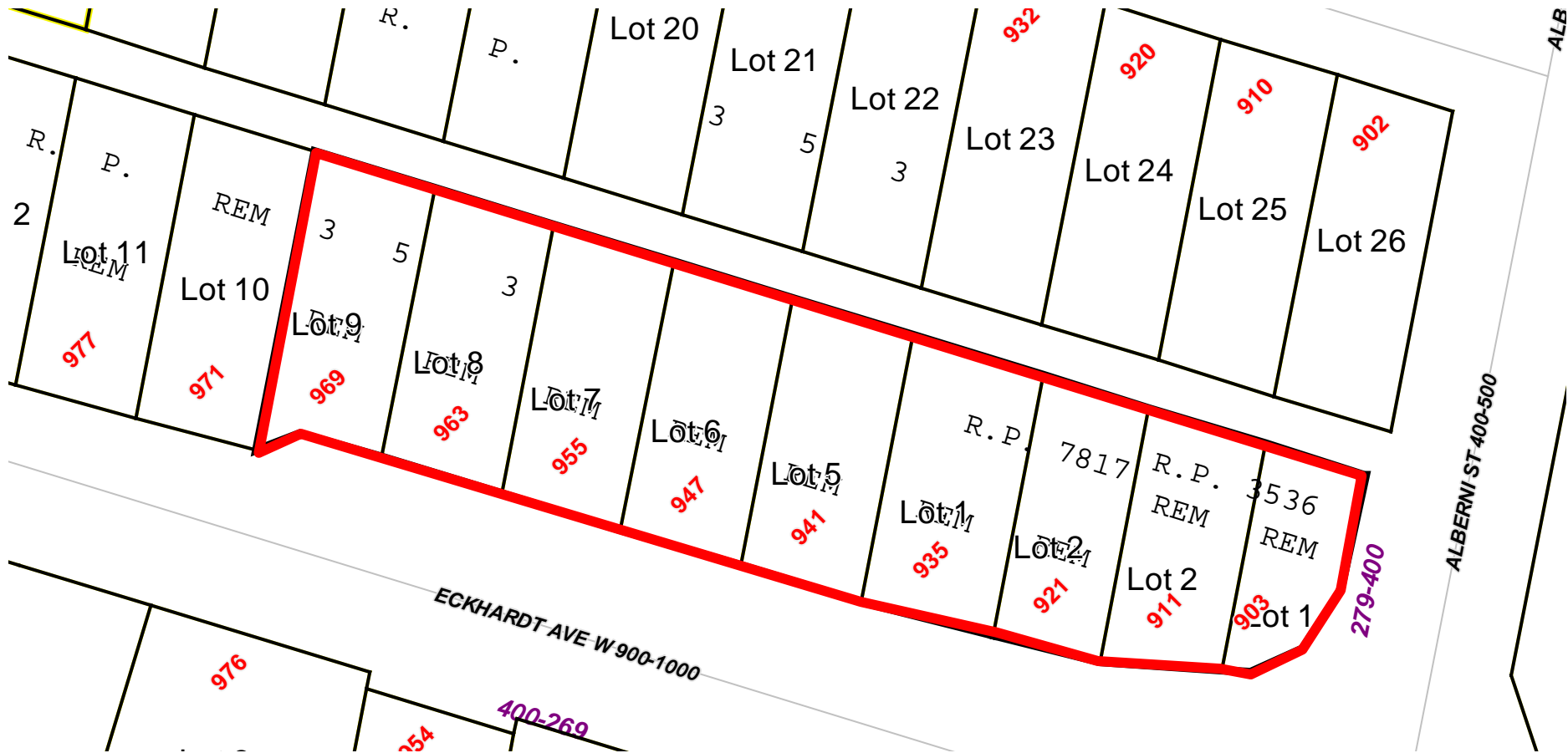
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Andrew Jakubeit, Mayor

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Dana Schmidt, Corporate Officer

Rezone 903, 911, 921, 935, 941, 947, 955, 963 & 969 Eckhardt Ave. W.  
From R2 (Small Lot Residential) To C4 (General Commercial)



City of Penticton – Schedule 'A'

Zoning Amendment Bylaw No. 2015-54

Date: \_\_\_\_\_

Corporate Officer: \_\_\_\_\_

# Council Report

penticton.ca

Date: November 2, 2015  
To: Eric Sorensen, City Manager  
From: Ken Kunka, Building and Permitting Manager  
Re: **Liquor Application for a Winery Lounge**  
1465 Naramata Road, Penticton

File No: 4320-50

## Staff Recommendation

THAT Council recommend to the Liquor Control and Licensing Branch (LCLB) that it support the application for the proposed Winery Lounge Endorsement with a maximum lounge closure of 7:00 pm Sunday to Tuesday and 10 pm Wednesday to Saturday for Quidni Estate Winery (1014332 BC Ltd.), located at 1465 Naramata Road, Penticton.

## Strategic priority objective

NA

## Background

On October 19, 2015 Council deferred recommendation for the Winery Lounge endorsement application (resolution 515/2015) to allow the applicant to review potential adjustments to the hours of operation based on public comments received (Attachment A).

Through the public consultation process two (2) letters of non-support were received outlining concerns with increasing commercialization of the Naramata bench area and its accompanying traffic and noise related issues as well as the City's public consultation process for ensuring adequate time and information is provided to residents.

## Local Government Review - Liquor Control and Licensing Branch Regulations

The Liquor Control and Licensing Branch (LCLB) require that the local government considers and comments on six specific criteria. In consideration of these criteria, the following information has been provided:

1. The location of the Winery Lounge and SEA areas
2. The proximity of the establishment to other social or recreational facilities and public buildings
3. The person capacity of the proposed areas (patios)
4. The hours of liquor service of the establishment
5. Traffic, noise, parking and zoning
6. The impact on the community if the application is approved

Staff and the City's Liquor Licensing Technical Review Committee (LLRTC) are in support of the application as proposed. Additional noise barriers can be reviewed as part of required Change of Use permit to add lounge to Business Licence.

LCLB Winery uses

"Manufacturer" or "Liquor Manufacturer" means a manufacturer of liquor products (i.e., wine, beer, spirits, cider and coolers) or the corporate official of a liquor manufacturer.

"On-site retail store" or "retail store" or "store" refers to a retail store on the site of a winery.

"Winery lounge" is either an indoor lounge, an outdoor patio or both, where a winery may sell and serve B.C. wines, ciders.

"Picnic Area" is an outdoor area where patrons may consume liquor purchased from the lounge, special event area or on-site retail store or samples provided from the sampling area of the manufacturer.

"Special Occasion Licence" (no local government review) – to run events at a winery to promote winery using a Special Occasion Licence. Under this kind of licence:

- sell wine by the glass at 100 per cent above the usual bottle purchase price, and
- serve wines from other wineries, provided you buy them from the Liquor Distribution Branch (LDB), a rural agency store, or an individual authorized by LDB.
- allowed two Special Occasion Licences a month, or 24 per year.
- must apply to the branch to temporarily suspend your winery endorsement, if the area where the event will be held is currently licensed (i.e.: lounge, special event area, tour area or picnic area).

"Picnic areas" and "manufacturer tour" endorsements could also be included within a winery lounge licence.

Other current permitted use allowed under Zoning regulations

"B&B" means the use of a residence in which temporary overnight accommodation and breakfast is provided to tourists.

## **Analysis**

The growth of the winery industry within BC has seen a steady increase over the last decade. Within the City there are now 29 licensed wineries with 7 having lounges and an additional 5 also having picnicking licenses. There are currently 4 wineries with an additional SEA endorsement. Quidni winery is not requesting a Special Event Area endorsement which would allow them to host special events under their own licence.

The wine industry is a major contributor to tourism with the area and it is expected that the expansion of the winery industry will continue and evolve based on industry trends and consumer demands. As the industry grows, further conflicts with existing and new rural residents will increase.

The resident concerns of increased noise & commercial use outside the historical farming operations were reviewed with the applicant by staff. The applicant has reviewed options with the winery ownership, concerned resident (Wynonna Brady) and has decided to reduce hours of operations as follows:

- Sunday to Tuesday from 11:30am to 7:00pm
- Wednesday to Saturday from 11:30am to 10:00pm

A list of the winery correspondence is provided as Attachment B

One of the original complainants (Wynona Brady) has provided additional response and questions related to the winery suggestions (Attachment C). Staff can provide the following comments based on information provided through LCLB winery terms and conditions regulations:

- 1) Does this mean that the Third-Party events are additional to the Special Occasion licences?

Staff comments: LCLB winery regulations allow that third party private special events, such as weddings, parties, concerts, festivals, etc. may be hosted under a SOL. It is up to the group running the event to apply for application and be responsible for adhering to LCLB regulations. Hours of outdoors events may only be held between 9:00am and 10:00pm. Extension of hours would require local government input.

- 2) Are the 6 Lounge Endorsement Licences additional to the Third-Party and Special Occasion events?

Staff comments: It is unknown if there is a limit to an extension of hours for winery lounge licences. It was suggested by the applicant that they would be allowed 6 requests per year. Extension of existing hours requires an LCLB exemption request -see also items 3 & 4 below.

- 3) What is the maximum amount of additional events that can be run at the winery?

Staff comments: a winery may host 2 SOL events per month and up to 24 SOL events a year. It is unknown if the winery could host 24 events and then have addition private SOL events.

- 4) Would these additional licences be part of the late hours on Thurs-Sat nights or could they happen on other nights?

Staff comments: late hours are hours requested beyond the set hours of winery lounge operator's licence. Any temporary change in hours of sale would require local government approval. Private SOL events requesting hours of operation beyond 10:00pm will require local government approval.

Further comments were also provided:

- 1) Full size (8 feet minimum) Plexi-glass barrier on north side of deck.

Staff comments: Staff could work with the winery owners to increase sound barrier along north side of patio, but there is no assurance that these measures will 100% effective. Additional sound measures could be incorporated as part of a Change of Use building permit, as outlined in previous reports, to allow the Lounge operation as part of the Business Licence amendment if supported by LCLB.

- 2) Extended hours (to 10 pm) to be allowed Thursday to Saturday every week, which would include the special events licences.

Staff comments: owner has suggested 7pm closure Sunday to Tuesday.

- 3) Of course the wine festival weeks in both May and October would be the exceptions, with extended hours expected, as I understand this is a business.

## City Lounge Public Consultation

The initial consultation period commenced September 30th, 2015 with the mailing of 50 notice letters including a copy of the September 28th Council report. These were sent to neighbouring property and

business owners within a 500m radius. Residents were encouraged to provide written comments directly to staff prior to the preparation of the report, but allowance was provided for any comments or attendance at the Council meeting (see Attachment D). A public sign was posted on site and two notices in the local newspaper.

In comparison with other development applications (DP or DVP), the Local Government Act establishes that all owners and residents of property within a 30m radius of the subject property are required to be notified of the application and details of when and where a decision on the application will be made. Typically the City of Penticton, sends notices out within a 45m radius and respondents are encouraged to provide written comments regarding the application, or to attend the Council meeting where the decision is to be made and address Council directly.

During the additional review period requested by Council resolution, the public notice site sign was modified to inform local residents of the ongoing review and change in hours. Notices were also included in the local newspaper.

No new letters of support or non-support were received by the preparation of this report.

**City Winery Lounge Policy**

In recognition of the information gathered during recent public consultation winery applications, staff will engage with the City’s Liquor Licencing Technical Review Committee (LLRTC) to modernize policy to meet the needs of the local residents as well as changes introduced by the LCLB. A Zoning or OCP review of the City’s approach to the expansion of commercial use within the rural areas of the City is recommended in conjunction with liquor policy reviews.

Council can support the application and request staff to place restrictions such as hours or amplified music as conditions of the operation as regulated by the Business Licence. Should Council deny the application, the applicant will be informed of Council’s decision and a Council resolution outlining the reason for denial is forwarded to the LCLB.

**Alternate recommendations**

1. THAT Council denies support of Quidni Estate Winery’s application to allow a Winery Lounge Endorsement.

**Attachments**

- Attachment A - Original Public comments
- Attachment B - Winery’s Suggested Hours of operation
- Attachment C – Complainants Response/Suggestions
- Attachment D – Local Public notice

Respectfully submitted,  
Ken Kunka  
Building and Permitting Manager

Director of DS	City Manager
JGH	ES

Attachment A  
Public Consultation

Wynona Brady  
1507 Naramata Road  
Penticton, BC V2A 8T7

Thursday, October 08, 2015

City of Penticton  
171 Main Street  
Penticton, V2A 5A9



**Attention: Ken Kunka,**

**RE: Quidni Estate Winery Application for Winery Lounge Endorsement**

We have just received notice today that Quidni Estate Winery wants to put in an outdoor lounge that will seat 70 people; with hours from 11:30 in the morning until 10:00 pm every night of the week. After attempting to call you for over 2 hours (from 2-4:30) and then having even tried leaving you a message after hours, your line has rung busy continuously, even now, at 9:30 at night. So, not sure if that means you are receiving continuous calls or you took your phone off the hook today, but it has been frustrating, to say the least, to get ahold of you.

First off let me say we love the interaction of residents in the area that have get-togethers throughout the summer, we are very social people ourselves. The parties and the noise that accompanies them are quite rare but when they do happen they are accepted and even welcomed as part of summer.

What you are asking for here is not that, even with the deck and B&B/Vacation Home that is there now there has already been numerous nights where we hear music and loud voices late into the night. We have not complained, but have discussed amongst ourselves how we can hear even what people are saying when they are sitting outside in the evening. There is a strange anomaly in this area, something I have not experienced in any other place that I have lived - sound seems to reverberate throughout the area very loudly and clearly.

Let's step back for a moment and look at the way this has been presented. The owners have known since the end of July that they were going to do this, but we as residents in the area are given a hand delivered notice from the City of Penticton more than 10 weeks later stating that if we have comments of opposition or support that we wish to have included in the next council meeting, we must have our written comment submitted by noon tomorrow! This is less than one full business day! Next we find out that the council meeting concerning this item is to be held 11 days from now on the day of the Federal Election. Now if this group wanted to be good neighbours, they would not act or behave in this way; they would give folks a reasonable time to contemplate and respond. There is nothing here that would indicate they would be good neighbours with a seventy person outside bar running seven days a week in a Rural area with many residences. Contrary to the statement wherein it is stated that 'there

are no residential properties in the immediate vicinity of our location, my home is a one of those properties that apparently does not exist.

I find it interesting that one of the comments is that at 10pm every night they will move their 70 customers back into the winery to not break any noise rules. This being said, I wonder how this works for the Liquor laws when you have 70 customers being escorted into an area that has only been approved for 10 customers. A question I would like to have answered.

As for the plan to keep the music down to 'Acoustic Level', does this mean there will only be acoustic music, or will it be at the discretion of the servers to play pre-recorded music at the level they feel is appropriate? And as we know, when there is music, voices rise considerably.

Let me ask this question to both the owners and council, I want you not to brush this thought off like so much fluff, I want you to think deeply about it. How would you feel if you lived in a rural community and enjoyed all of what that means and then found yourself in a situation where, with one day warning, everything you love about your area was taken away from you by ramming through a change that will affect all of us?

This whole process deeply saddens me – it feels like a total lack of respect and concern for those who live here.

You are asking me, as a long-term resident, to accept an outdoor bar/lounge where 70 people can gather every single day and night, with no break. This completely changes the ambience and the environment in this neighbourhood from a rural area with wineries, orchards, and great people, to an area where liquor (not just wine according to the proposal) will be consumed as in a bar setting seven days and nights per week.

I will consult others and review the proposal in a much more detailed manner over the course of the next week before making any more comments..

As a result of not being informed in a timely manner and the serious ramifications to the neighbourhood I live in, I am requesting that the council allow more time for a complete review and discussion with all of our neighbours. I will be contacting each and every one of them to get a feel for the direction we will take together as an united front.

Therefore, be advised until a more formal and complete review is done, I am fully against this proposal. Allowing a full service bar/lounge into our living space is too critical of an issue to take lightly and to rush/push the process through.

I would expect you will get back to me as quickly as you required my response to you and look forward to an immediate response to my concerns and questions.

Sincerely,

Wynona Brady

October 9, 2015

Penny Lovset  
1521 Naramata Road  
Penticton, B. C.



11:55 AM *[Signature]*

Ken Kunka, Building and Permitting Manager  
City of Penticton

Re: Application for a Winery Lounge – Quidni Estate Winery – 1465 Naramata Road

Dear Sir

I would like to take this opportunity to voice my opposition to this Winery Lounge application and to make a few comments on wineries expanding their operations to include outdoor lounges, restaurants and/or special events activities.

As more and more wineries offer these extras, more pressure is felt by Estate wineries that only offer tasting to compete by offering more amenities in order to maintain their share of the tourist dollar. So it results in a “snowball effect.”

I live within the sound and sight lines (inside the 500 meter radius) of 6 wineries. I currently hear any music and special events activities from Hillside Cellars, the furthest establishment from me. If all or even most of these wineries eventually acquire outside lounge licenses with hours of operation from 11:30am to 10:00pm – seven days a week – it will adversely impact my family's enjoyment of home and yard during the optimum months of May through September.

I did not receive notification of this application in the mail but had to pick it up in person at city hall on Wednesday, Oct. 7. Not much time since my comments need to be a City Hall by noon on Oct.9.

Your attachment A map is in error as currently only Hillside Cellars has a licensed lounge. Your map symbol is the same for winery and winery with lounge. The map also fails to note Tight Rope Winery within the 500 meter radius and places the symbol for Quidni on the incorrect property.

Yours truly

Penny Lovset

Attachment B  
Winery Hours of operations

Oct 22, 2015

*I have spoken with the Liquor Licensing Branch and they have given me the information I need. In light of this, we would like to keep our application hours as submitted. To reduce the hours would affect our plans to have special events such as Winemakers dinners as well as theme nights. At this time, we do not plan on having "Lounge" hours past our regular wineshop hours (6:00 pm) but require flexibility for unique events.*

*In speaking with the LDB, they have mentioned that we would be allowed extension of hours up to 6 times per year through special application, with the City's approval. We feel that this amount alone could potentially be used up during wine festival and is somewhat short of the number of events we may someday require. It is our goal to run our establishment within all applicable regulations in a way that is respectful to everyone in our community.*

*I have put in a call to Wynona Brady to discuss the situation and look at possible solutions but have not as yet heard back from her. She has been cc'd this email.*

*I have cc'd this email to winery owner Marty Gunderson as he will be corresponding with you further on this matter.*

Thanks

Oct 23, 2015

*The special permit I was referencing was only to extend the hours of operation of an existing Lounge Endorsement on special occasions. This may be granted up to 6 times per calendar year.*

*I have spoken to Wynona and we have discussed some other options that I will present to our ownership shortly in hopes that we are able to settle on a compromise. I will report back to you Monday.*

Todd Moore

Oct 25, 2015

*I would like to propose that we have our hours of operation be until 7:00pm Sunday to Tuesday with the rest of the week, Wednesday to Saturday, open until 10:00pm.*

*As previously stated, our hours of operation will in all likelihood mirror our Wine shop hours (6:00pm) with exceptions being made for events such as dinners, art exhibitions etc.*

*I have put in a call to Wynona Brady and will cc her this email as well.*

*We will send representation to the Nov 2 council meeting to answer any concerns that may arise.*

Todd Moore

Attachment C  
Complainants Response/Suggestions

Good morning Ken, Todd and Marty,

Thank you for all the information regarding the regulations - I have just a few questions:

From my understanding from these emails and my conversations with Todd Moore, the winery has the ability to have 24 Special Occasion licences and Third-Party Events.

- 1) Does this mean that the Third-Party events are additional to the Special Occasion licences?
- 2) Are the 6 Lounge Endorsement Licences additional to the Third-Party and Special Occasion events?
- 3) What is the maximum amount of additional events that can be run at the winery?
- 4) Would these additional licences be part of the late hours on Thurs-Sat nights or could they happen on other nights?

From discussions with Todd Moore and these emails, I am of the understanding that the winery is not planning on staying open the extended hours from 6 pm to 10 pm, but wants flexibility for special occasions. One of my concerns here is, as we know, that all good plans have a way of changing and so does ownership. I am looking for safeguards to be put in place so when plans or ownership changes the rules are straightforward and obvious to everyone.

I am appreciative of the offer to limit the nights the winery does stay open late, but am curious if that means we now would have 4 days/week open late plus 24 special occasion licences plus 6 lounge endorsements plus.... In my last conversation with Todd, we talked about limiting the late nights (ie. To 10 pm) from Thursday to Saturday, which I feel is more than reasonable. This was without the knowledge of the additional minimum 24 nights. The winery owners have countered by adding Wednesdays.

The core of the issue is that the winery's new deck built this year faces north – directly towards my home so therefore I am most affected. The north wall bounces all of the acoustics towards my home and causes it to be almost as loud as being at the event (this is from our experience with their vacation home last summer where we could hear most words being spoken from small groups in the evenings).

From my understanding the LDB suggested a plexi-glass barrier (I am assuming an 8 foot wall) could be installed that may also be helpful but would not impede the view for your customers. This might help keep the noise level to a more residential feel in this neighbourhood, plus it would be a great windbreak for the customers as this area can get very windy.

I would like to propose the following:

- 1) Full size (8 feet minimum) Plexi-glass barrier on north side of deck.
- 2) Extended hours (to 10 pm) to be allowed Thursday to Saturday every week, which would include the special events licences.
- 3) Of course the wine festival weeks in both May and October would be the exceptions, with extended hours expected, as I understand this is a business.

Thank you for your consideration and I look forward to hearing from you,

Sincerely,

Wynona Brady

Attachment D  
Local Public Notice



# Public Notice



September 30<sup>th</sup>, 2015

**Subject Property:**  
1465 Naramata Road

**Application:**  
Quidni Estate Winery has applied for a Winery Lounge Endorsement to be located at 1465 Naramata Road.

**Information:**  
The September 28<sup>th</sup> introduction report submitted to Council has been attached for your review. Please contact Ken Kunka at (250) 490-2505 or email at [ken.kunka@penticton.ca](mailto:ken.kunka@penticton.ca) with any questions.



**Council Consideration:**  
Council will consider this application at its Regular Council Meeting scheduled for 6:00 p.m. Monday, October 19<sup>th</sup>, 2015, in Council Chambers at Penticton City Hall, 171 Main Street.

**Public Comments:**  
If you would like your comments of support or opposition to be included in the October 19<sup>th</sup> report to council, please submit your comments in writing by 12:00 p.m. noon on Friday, October 9<sup>th</sup>. In addition, you may appear in person, or by agent, the evening of the Council meeting, or submit a petition or written comments by mail no later than 12:00 p.m. noon on Friday, October 16<sup>th</sup>, 2015 to:

Attention: Ken Kunka, Building and Permitting Manager  
171 Main Street, Penticton, B.C. V2A 5A9

No letter, report or representation from the public will be received by Council after the conclusion of the October 19<sup>th</sup>, 2015 Council Meeting.

Please note that all correspondence submitted to the City of Penticton in response to this Notice will form part of the public record and will be published in a meeting agenda when this matter is before the Council or a Committee of Council. The City considers the author's address relevant to Council's consideration of this matter and will disclose this personal information. The author's phone number and email address is not relevant and should not be included in the correspondence if the author does not wish this personal information disclosed. Those persons with special hearing, language or access needs should contact City Hall at (250) 490-2501 prior to the meeting.

Ken Kunka ASCT, RBO  
Building and Permitting Manager

# Council Report

penticton.ca

**Date:** November 2, 2015      **File No:** DVP PL2015-089; DP PL2015-069, 070, 071, 072, 073  
**To:** Eric Sorensen, City Manager  
**From:** Lindsey Fraser, Planner I  
**Address:** 457, 469, 481, 493, and 497 Braid Street  
**Subject:** **Approve "Development Permit PL2015-069, PL2015-070, PL2015-071, PL2015-072 and PL2015-073" AND "Development Variance Permit 2015-089"**

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## Staff Recommendation

THAT Council approves "Development Permit PL2015-069, -070, -071, -072, and -073", for Lot 12, 13, 14, 15, and 16, Block 13, District Lot 202, Similkameen Division Yale District, Plan 774, located at 497, 493, 481, 469, and 457 Braid Street, respectively. This development permit is for the construction of 5 front-to-back duplexes, located on 5 separate properties;

AND THAT Council approve "Development Variance Permit PL2015-089", for Lot 12, 13, 14, 15, and 16, Block 13, District Lot 202, Similkameen Division Yale District, Plan 774, located at 497, 493, 481, 469, and 457 Braid Street, respectively. This development variance permit is to allow for a front yard setback reduction from 4.5m to 3.5m, and to permit above ground cooling equipment to be located within an interior side yard setback;

AND THAT staff are directed to issue both the Development Permit and Development Variance Permit, upon Council approval.

## Background

The subject property (Attachment 'A') is located in a low density, residential area of the city and is zoned RD2 (Duplex Housing: Lane). The area is currently populated with small, older single family houses, and duplexes. In this case, the applicant owns five abutting properties. Each property currently contains a small, older home and the applicant is in the process of demolishing these houses. In their place, the applicant is intending to build 5 front-to-back duplexes (10 units).

The properties lie within the "high-density development permit area". As such, the application must be reviewed against the development guidelines outlined in this section of the Official Community Plan. Once Council has considered both the development permit and development variance permit, they would be released at the same time.

The variance permit being applied for is to reduce the front yard setback from 4.5m to 3.5m in order to effectively utilize the property and include some private space for each unit, connecting pathways and landscaping. Additionally, the applicant is looking to place air conditioning units in the interior side yard setback in order to keep front a rear yards more attractive and suitable for private space and enjoyment.

### **Proposal**

The applicant is requesting a development variance permit to vary the following section of Zoning Bylaw 2011-23:

- Section 10.6.2.6: Decrease the minimum front yard setback from 4.5m to 3.5m; and,
- Section 5.10.2: Allow above-ground cooling equipment to be permitted in a required interior side yard

The applicant is also requesting development permit approval.

### **Financial Implication**

N/A

### **Technical Review**

This application was vetted through the City's Technical Planning Committee, including Engineering and Public Works Departments, among others. Notes from that meeting were forwarded to the applicant including the need for a variance to permit the proposed siting of the duplexes. No other issues were expressed.

### **Analysis**

#### **Development Permit**

##### Approve – Development Permit

The guidelines for development within the High Density DPA are generally intended for projects that are larger in scale than what is being proposed here. Nonetheless, this development has been cross-referenced with those guidelines to ensure the design of the building is complimentary to the neighbourhood and is of high architectural value.

This development meets many of the intended elements of the DPA, such as contributing to the low-density residential feel of the area and ensuring high levels of transparency to the street. Further, the development has been sensitively designed to fit the existing neighbourhood, displaying commonalities such as peaked roofs, continuous picket fencing and colour choices for external materials.

The development also exhibits a new sort of landscape design feature that staff particularly endorse for other multifamily developments that utilize the lane as frontage for new developments. Here the applicant has elected to provide a landscaping strip on private property, in the lane, to create a more 'street oriented' concept. The applicant has effectively managed tight spacing to provide two dwellings per lot.

The intent of the DPA has been adhered to. Council is therefore recommended to support the development permit application and direct issuance of the permit.

#### Refer back to staff – Development Permit

Council may consider that changes are needed to the plans in order to be more sensitive to neighbouring properties. If that is the case, Council may wish to refer the plan back to staff to work with the applicant on alternative designs.

#### **Development Variance Permit**

##### Approve – Variance Permit

Multi-family development on lots that were originally intended for single family dwellings can be challenging given the spatial limitations of these parcels. Often, in order for these buildings to work most effectively, small variances are needed. In this case the applicant has placed the building an extra 1.0m toward the front property line, which will allow for better overall design. The applicant has worked with a local housing designer to develop a product that demonstrates empathy for prospective purchasers, as well as the existing neighbourhood. The 1.0m reduction at the front yard does not have an adverse impact on neighbouring properties.

The developer has also opted to utilize side yard space, which tends to be underused, as the location for air conditioning equipment. A provision in the zoning bylaw states that this type of equipment should not be located in a required side yard setback. This section is intended to mitigate noise disruptions between neighbouring properties by encouraging placement to the rear. In the case of this application, the equipment is proposed to be on the side of buildings that do not have any window openings, thereby avoiding the noise disruption between the new buildings altogether. One exception to this is on 457 Braid Street where the air cooling equipment will be located on the north side of the building, i.e. the side which abuts a property unrelated to this development. However, this unit will only project approximately 0.6m into the side yard. The difference in noise transfer between locating the unit so that it does not extend into the side yard setback at all is *de minimis*.

Overall, the two variances being applied for will have limited adverse impact on neighbouring properties. Staff considers that the development will make an overall positive contribution to the neighborhood. Given the above, staff considers that the request is reasonable and recommends that Council support the variance and direct issuance of the permit.

##### Deny – Variance Permit

Council may feel that the variance is not justified and disagree with the Planner's opinion that neighbours will not be negatively impacted. If this is the case, Council should deny the variance.

##### Alternative Recommendations

1. THAT Council deny "Development Variance Permit PL2015-089", and refer "Development Permit PL2015-069, -070, -071, -072, and -073 back to staff"
2. THAT Council refer "Development Variance Permit PL2015-089" and "Development Permit PL2015-069, -070, -071, -072, and -073" back to staff to work with the applicant on an alternative design.

**Attachments**

- Attachment A – Subject property location map
- Attachment B – Zoning map
- Attachment C – Images of the property
- Attachment D – Draft DVP, including site plan and elevation drawings

Respectfully submitted,

Lindsey Fraser  
Planner I

Approvals

Director <i>JGH</i>	City Manager <i>ES</i>
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Attachment A –Subject Property Location Map

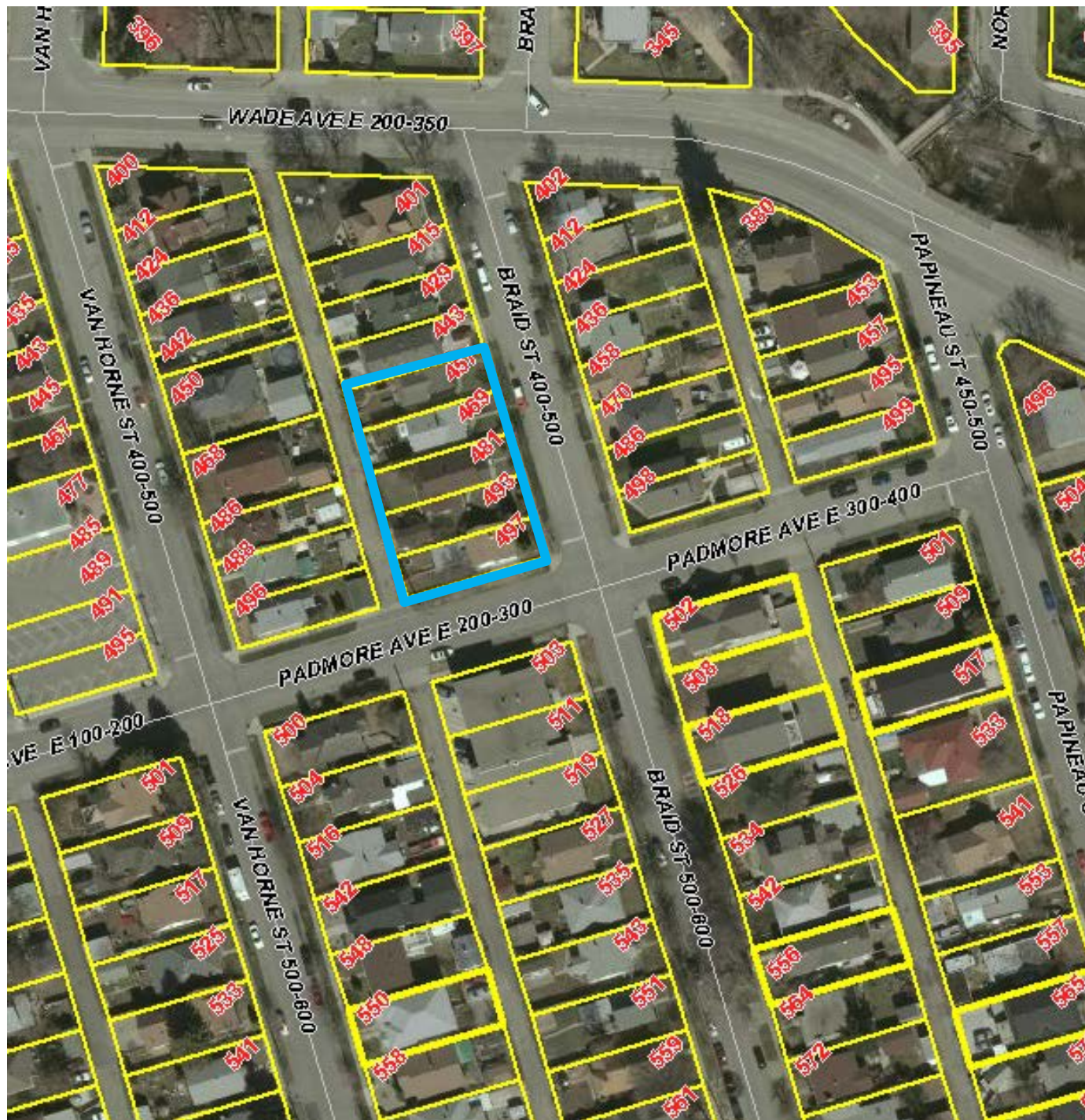


Figure 1: Subject properties highlighted in blue

Attachment B – Zoning Map



Figure 2: Subject properties zoned RD2 (Duplex Housing: Lane)

Attachment C – Images of the Property



Figure 3: View of properties to be demolished, Braid Street looking south



Figure 4: 457 Braid Street looking west. This home typical of homes being removed

Attachment E – Draft DVP with Site Plan and Elevations



City of Penticton  
171 Main St. | Penticton B.C. | V2A 5A9  
www.penticton.ca | ask@penticton.ca

### Development Variance Permit

Permit Number: PL2015-089

Schoenne Homes Inc., Inc.No. BC1028671  
101-144 Front Street  
Penticton, BC V2A 1H1

#### 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 12, 13, 14, 15, and 16, Block 13, District Lot 202, Similkameen Division Yale District, Plan 774  
Civic: 497, 493, 481, 469, 457 Braid Street  
PID: 002-676-907, 012-064-297, 012-064-301, 008-846-499, 010-119-957
3. This permit has been issued in accordance with Section 922 of the *Local Government Act*, to vary the following sections of Zoning Bylaw 2011-23 to allow for the construction of five front-to-back duplexes, as shown in the plans attached in Schedule A:
  - Section 10.6.2.6: Decrease the minimum front yard setback from 4.5m to 3.5m; and,
  - Section 5.10.2: Allow above-ground cooling equipment to be permitted in a required interior side yard

#### 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

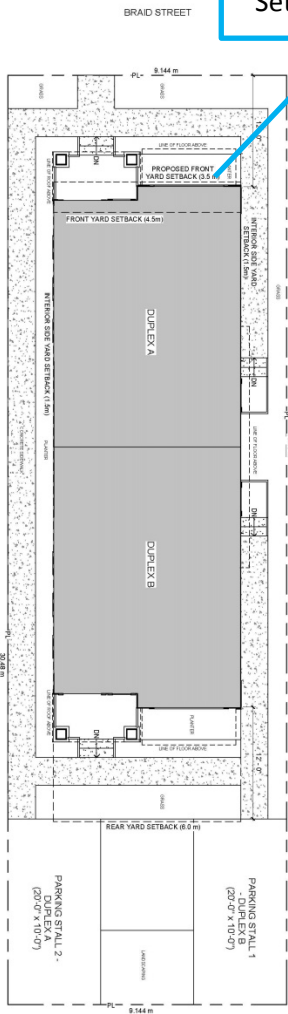
servicing. There may be substantial infrastructure and servicing costs payable at a later date. For more information on servicing and infrastructure requirements please contact the Development Engineering Department at (250) 490-2501. For more information on electrical servicing costs, please contact the Electric Utility at (250) 490-2535.

Authorized by City Council, the \_\_\_\_\_ day of \_\_\_\_\_, 2015

Issued this \_\_\_\_\_ day of \_\_\_\_\_, 2015

\_\_\_\_\_  
Dana Schmidt,  
Corporate Officer

Setback reduced by 1.0m

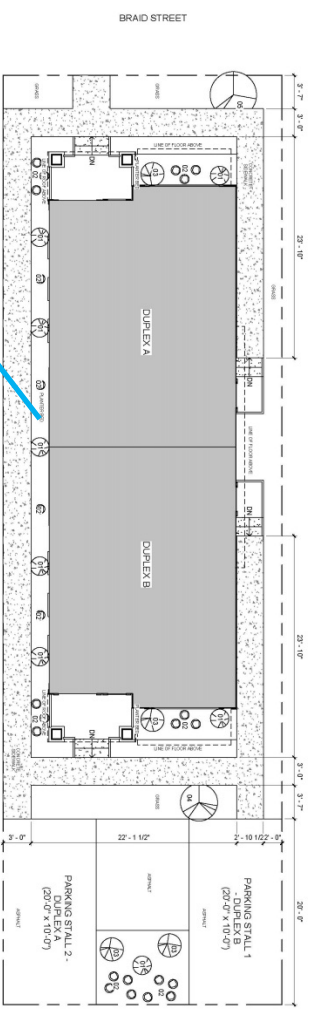


PROPERTY ZONE: LPRO DUPLEX HOUSING/LANEWAY

MAXIMUM LOT COVERAGE	40%
PROVIDED LOT COVERAGE	37%
MAXIMUM DENSITY	0.8
PROVIDED DENSITY	0.87
MAXIMUM BUILDING HEIGHT	10.5m
PROVIDED BUILDING HEIGHT	9.5m
REQUIRED FRONT YARD SETBACK	1.5m
PROVIDED FRONT YARD SETBACK	3.5m
REQUIRED INTERIOR SIDE YARD SETBACK (NORTH)	1.5m
PROVIDED INTERIOR SIDE YARD SETBACK (NORTH)	1.5m
REQUIRED INTERIOR SIDE YARD SETBACK (SOUTH)	1.5m
PROVIDED INTERIOR SIDE YARD SETBACK (SOUTH)	1.5m
REQUIRED REAR YARD SETBACK	6.0m
PROVIDED REAR YARD SETBACK	9.75m (02-07)



- NOTE
1. ALL ROOF DRAINAGE TO BE DIRECTED TO ON-SITE APPROVED HOLDING TANK
  2. ALL ON-SITE RUNOFF AND SURFACE DRAINAGE TO BE CONTROLLED ON-SITE APPROVED ABSORBENT LANDSCAPING MATERIAL
  3. STORM WATER CALCULATIONS TO BE COMPLETED BY ENGINEER AS REQUIRED
  4. ROCK PIT AND/OR HOLDING TANK SIZES TO BE PROVIDED BY ENGINEER AS REQUIRED
  5. PROVIDE DRAINAGE AWAY FROM THE BUILDING FOUNDATION
  6. MIN. SLOPE AWAY FROM BUILDING FOR AT LEAST 5.0% APPROX. 3/4" PER 12"
- IF ROOF OVERHANG PROJECTS WITHIN 1.2m OF PROPERTY LINE PROTECT SOFFIT (NON-VENTING SOFFIT) AS PER 9.10.15.5.1(10) OF THE CODE GRADE ELEVATIONS TO BE CONFIRMED ON SITE BY CONTRACTOR. ELEVATIONS HAVE NOT BEEN VERIFIED ON SITE BY PEOPLE PLUS SPACE FOUNDATION WALL HEIGHTS MAY REQUIRE ADJUSTMENT TO SUIT SITE CONDITIONS AND MANUFACTURER SPECIFICATIONS



Cooling units located in this side yard, amongst landscaping

LANDSCAPE LEGEND

ITEM NO.	DESCRIPTION	QUANTITY
01	TUFFED HAIR GRASS	8
02	FOREST GRASS	24
03	SAPHIRE FOUNTAIN BLUE OAT GRASS	4
04	AMUR MAPLE	1
05	WINE MAPLE	1

- LANDSCAPE NOTES
1. ALL GRASS AREAS TO HAVE UNDERGROUND IRRIGATION
  2. ALL TREES, SHRUBS AND PALMS TO BE PLANTED WITH 100% WATERING
  3. LANDSCAPE FABRIC UNDER RIVER ROCK

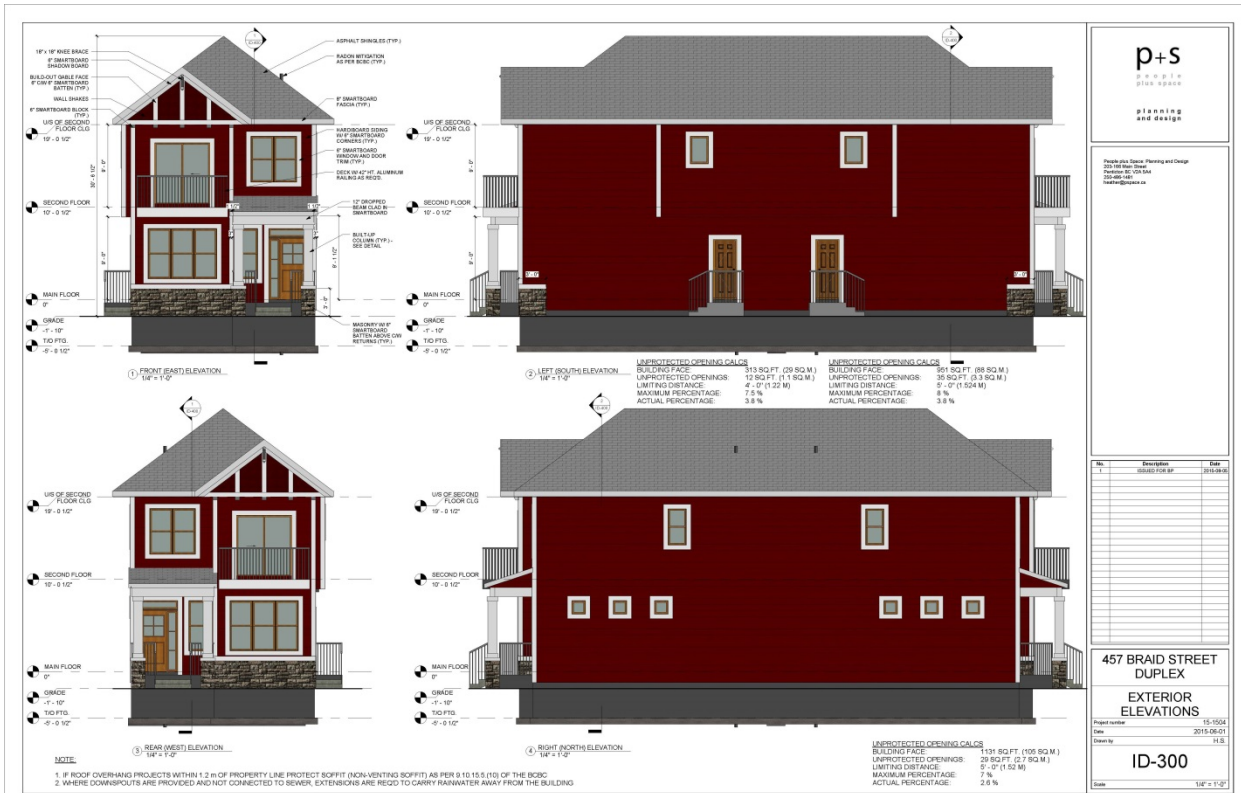
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people  
plus space  
planning  
and design

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2099-2100

**457 BRAID STREET**  
**DUPLEX**  
**SITE & LANDSCAPE**  
**PLANS**

Project number: 15-1504  
Client: 2015/06/21  
Date: 15.3  
Scale: 1/100

**ID-100**



**p+s**  
 p l a n n i n g  
 a n d  
 d e s i g n

People plus Space. Planning and Design  
 200 West 1st Street  
 Vancouver, BC V6C 1A4  
 604.681.1811  
 hello@p+sdesign.ca

No.	Description	Date
1	ISSUED FOR BIDDING	2015-06-01

**457 BRAID STREET DUPLEX EXTERIOR ELEVATIONS**

Project Number: 15-1504  
 Date: 2015-06-01  
 Drawn by: H.S.  
**ID-300**  
 Scale: 1/8" = 1'-0"



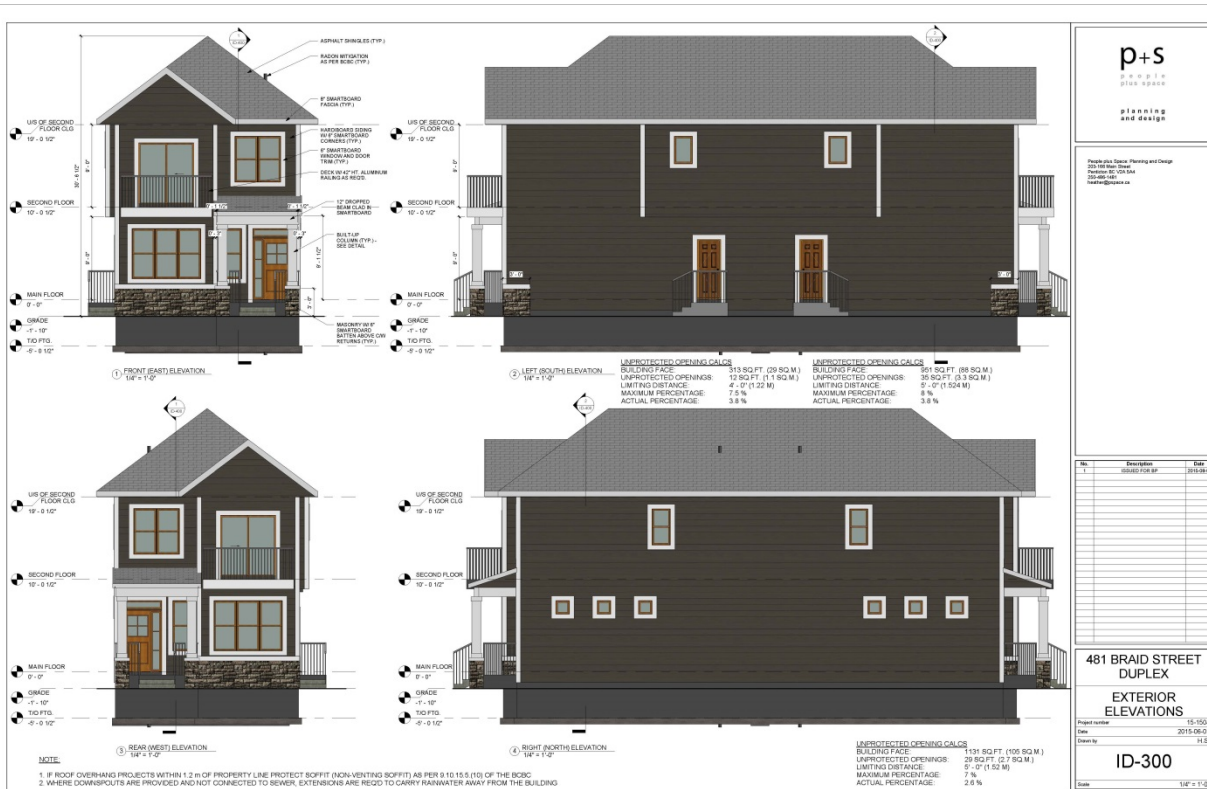
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 200 West 1st Street  
 Vancouver, BC V6C 1A4  
 604.681.1811  
 hello@p+sdesign.ca

No.	Description	Date
1	ISSUED FOR BIDDING	2015-06-01

**469 BRAID STREET DUPLEX EXTERIOR ELEVATIONS**

Project Number: 15-1504  
 Date: 2015-06-01  
 Drawn by: H.S.  
**ID-300**  
 Scale: 1/8" = 1'-0"



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 a n d  
 d e s i g n

People plus Space. Planning and Design  
 200 West 1st Street  
 Vancouver, BC V6B 4A4  
 604.681.1811  
 info@p+sdesign.ca

No.	Description	Date
1	ISSUED FOR BP	2015-06-01

**481 BRAID STREET DUPLEX EXTERIOR ELEVATIONS**

Project Number: 15-1504  
 Date: 2015-06-01  
 Drawn by: H.S.  
**ID-300**  
 Scale: 1/8" = 1'-0"



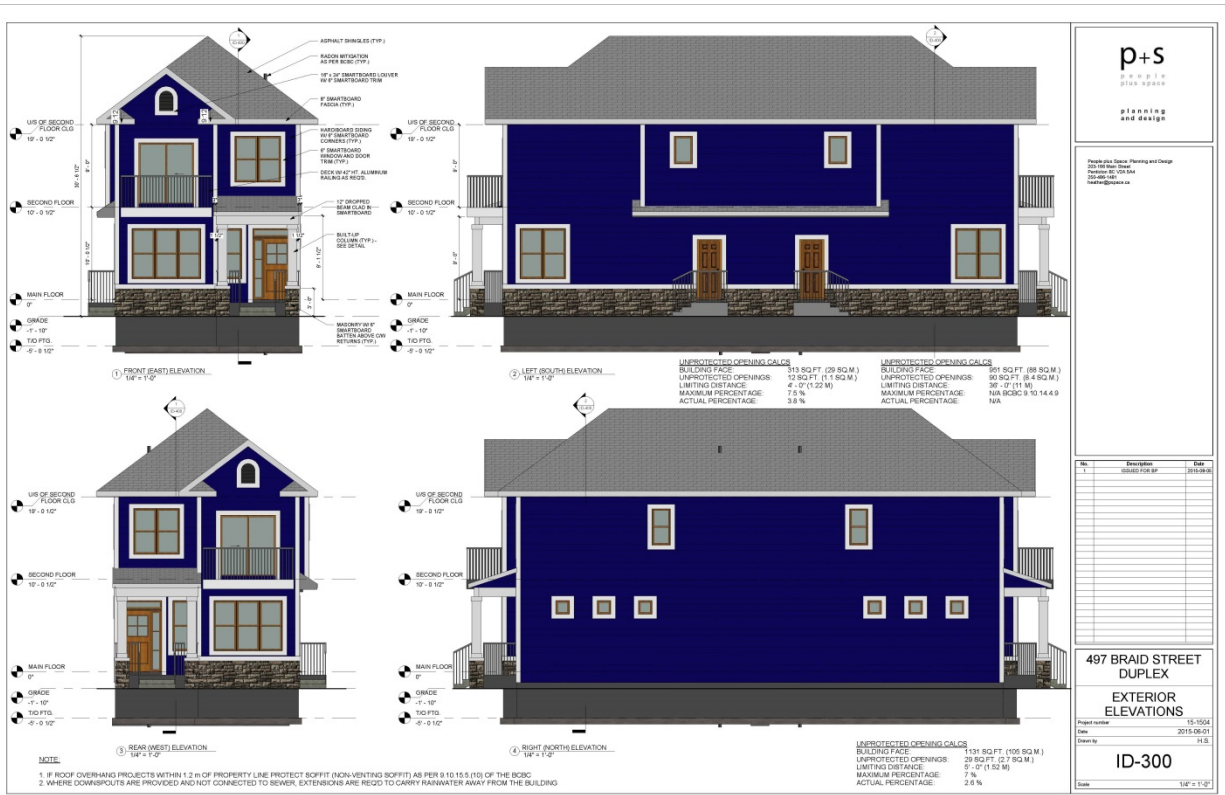
**p+s**  
 p l a n n i n g  
 a n d  
 d e s i g n

People plus Space. Planning and Design  
 200 West 1st Street  
 Vancouver, BC V6B 4A4  
 604.681.1811  
 info@p+sdesign.ca

No.	Description	Date
1	ISSUED FOR BP	2015-06-01

**493 BRAID STREET DUPLEX EXTERIOR ELEVATIONS**

Project Number: 15-1504  
 Date: 2015-06-01  
 Drawn by: H.S.  
**ID-300**  
 Scale: 1/8" = 1'-0"



**p+s**  
people place space  
planning and design

People Place, Planning and Design  
1000 West 10th Street  
Vancouver, BC V6H 3A4  
Tel: 604.681.1000  
info@peopleplace.ca

No.	Revision	Date
1	ISSUED FOR BP	2015-06-01

**497 BRAID STREET DUPLEX**  
**EXTERIOR ELEVATIONS**

Project Number: 15-1004  
Date: 2015-06-01  
Drawn by: H.S.  
**ID-300**  
Scale: 1/8" = 1'-0"

# Council Report

penticton.ca

**Date:** November 2, 2015

**File No:** DVP PL2015-056

**To:** Eric Sorensen, City Manager

**From:** Lindsey Fraser, Planner I

**Address:** 2005 Lawrence Avenue

**Subject:** **Development Variance Permit PL2015-056**

---

## Staff Recommendation

THAT Council approve "Development Variance Permit PL2015-056", for Lot 2, District Lot 2710, Similkameen Division Yale District, Plan KAP92932, located at 2005 Lawrence Avenue, a permit to reduce the rear yard setback from 6.0m to 0.4m and reduce the side yard setback (north) from 1.5m to 1.2m, in order to construct a single family home on the property;

AND THAT this approval be conditional to the upgrading of road works, including hydrant installation;

AND THAT staff are directed to issue "Development Variance Permit PL2015-056".

## Background

The subject property (Attachment 'A') is located within the Sendero Canyon development – a low density, residential area of the city. It is zoned R1 (Large Lot Residential). In this zone, the required rear-yard setback is 6.0 meters in order to ensure an adequate buffer between a lane or an abutting property. Similarly, the side yard setback is 1.5m to keep adequate separating distance between homes. In this case, the applicant is proposing a variance from 6.0 meters to 0.4 meters in the rear, and from 1.5m to 1.2m on the north side. The parcel is significantly constrained by topographical challenges and the requested variances would be necessary to facilitate placing a dwelling on this lot.

In the applicant's Letter of Intent, he explains that the site has a *limited* "building shelf". This can be described as the location on the lot that, from a combination of leveling and compacting of fill, has been sculpted just enough to support the construction of a home. Pictures of the site are included in Attachment 'C'.

## Proposal

The applicant is requesting a development variance permit to vary the following section of Zoning Bylaw 2011-23:

- Section 10.1.2.7: Decrease the minimum rear yard setback of the principal building from 6.0 meters to 0.4 meters; and,

- Section 10.1.2.6 Decrease the minimum side yard (north) setback for a principal dwelling from 1.5 meters to 1.2 meters

### **Financial Implication**

N/A

### **Technical Review**

During the technical review process it was discovered that the slope of the hill upon which this lot and several other adjacent properties are located, is an impediment for fire fighting access. In order to solve this problem, the Planning Dept. worked with the Fire Department and developer in order to ensure better access to these houses. The solution includes a widening of the lane (Attachment 'E') by 2.4 meters and installing a hydrant at the back of the properties in the lane, in order for the better access to these hilltop properties.

All other technical review items have been communicated to the applicant. If the application for variance is successful, the applicant will have to show conformance to the requirements of the BC Building Code prior to building permit approval.

### **Analysis**

#### Approve

When reviewing an application for variance, staff encourage Council to consider whether there is a constraint on the property that makes following the bylaw difficult and whether the approval will have a negative impact on neighbouring properties. In the case of this application, the lot has been limited by the constraints of hillside development, i.e. the grade of the property creates only a small pocket of developable area.

Additionally, the rear yard setback reduction will not have any effect on neighbouring properties as no properties are located to the rear. In fact, there is an approximately 6.0m buffer area (zoned P2 – Parks) to the rear of the property so that in the event the neighbouring property does develop in the future, there will be no impact on the limiting distance between buildings as set out by the Zoning Bylaw or BC Building Code.

The lot is located (Attachment 'A') at the entrance to the Sendero Canyon development. As such, it plays a particularly important role in 'welcoming' people to the subdivision and efforts should be made to work with the developer in creating a positive entry point. Staff feel that by supporting this variance, the developer will be able to build an architecturally appealing home that is in keeping with the overall vision of the Sendero Canyon development. Staff also consider that there will be no negative impacts to surrounding properties to the north.

Given the above, Council is recommended to support the variance and direct staff to issue the permit.

#### Deny

Council may feel the variance is not justified given the size of the lot and that the property owner should follow the bylaw. If this is the case, Council should deny the variance.

**Alternate recommendations**

THAT "DVP PL2015-056" be approved with conditions.

THAT "DVP PL2015-056" be referred back to Staff to work with the applicant in alternative designs.

**Attachments**

- Attachment A – Subject property location map
- Attachment B – Zoning map
- Attachment C – Images of the property
- Attachment D – Letter of rationale
- Attachment E – Draft DVP, including lane upgrades

Respectfully submitted,

Lindsey Fraser  
Planner I

Approvals

Director <i>JGH</i>	City Manager <i>ES</i>
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Attachment A – Subject Property Location Map



Attachment B – Zoning Map



Figure 2: Zoning map showing subject property zoned R1

Attachment C – Images of Subject Property



Figure 3: View of Sendero Canyon looking south. Subject property out of sight.



Figure 4: Approximate location of subject property



Figure 5: Current alley to be widened and hydrant to be installed

Attachment D – Letter of Rationale

**Sendero Canyon Homes Ltd.**

Cell 604-866-6680 F (778) 476-3251

Site Office (778) 476-3242

martin@sendero.ca

**To: City of Penticton**

**From:** Martin Lemoine

**CC:**

**Date: July 27-15**

**Re: Lot 2 or 2005 Lawrence Ave., DVP App**

---

DVP Application for Lot 2 or 2005 Lawrence Ave. at Sendero Canyon.

Looking for a reducing in the rear set back from 6m to .4m and a reduction of the North side, side set back from 1.5m reduced to 1.2m.

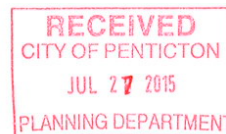
Please see the attached plan with the proposed home & location of the Lot 2 site plan.

We require the rear variance as to align the garage to the lane for access as well as to stay on the building shelf. Also to keep in mind, we have 6m Parks swale between the rear property line of lot 2, to the lands west of the Parks Swale.

The North side setback looking to reduce the side set back from 1.5m to 1.2m as to stay on the proposed home building shelf.

The building shelf is very small on lot 2 but with these variances we can product a very superior product that will enhance Sendero Canyon.

Thanks  
Martin Lemoine



Attachment E – Draft DVP



City of Pentiction  
171 Main St. | Pentiction B.C. | V2A 5A9  
www.pentiction.ca | ask@pentiction.ca

## Development Variance Permit

### Permit Number:

0715473 B.C. LTD., INC.NO. BC0715473  
650- 1070 Douglas Street  
Victoria, BC V8W 2C4

### 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 2, District Lot 2710, Similkameen Division Yale District, Plan KAP92932  
Civic: 2005 Lawrence Avenue  
PID: 029-043-913
3. This permit has been issued in accordance with Section 922 of the *Local Government Act*, to vary the following section of Zoning Bylaw 2011-23 to allow for the construction of a single family dwelling, as shown in the plans attached in Schedule A:
  - Section 10.1.2.7: Decrease the minimum rear yard setback of the principal building from 6.0 meters to 0.4 meters; and,
  - Section 10.1.2.6 Decrease the minimum side yard (north) setback for a principal dwelling from 1.5 meters to 1.2 meters

### General Conditions

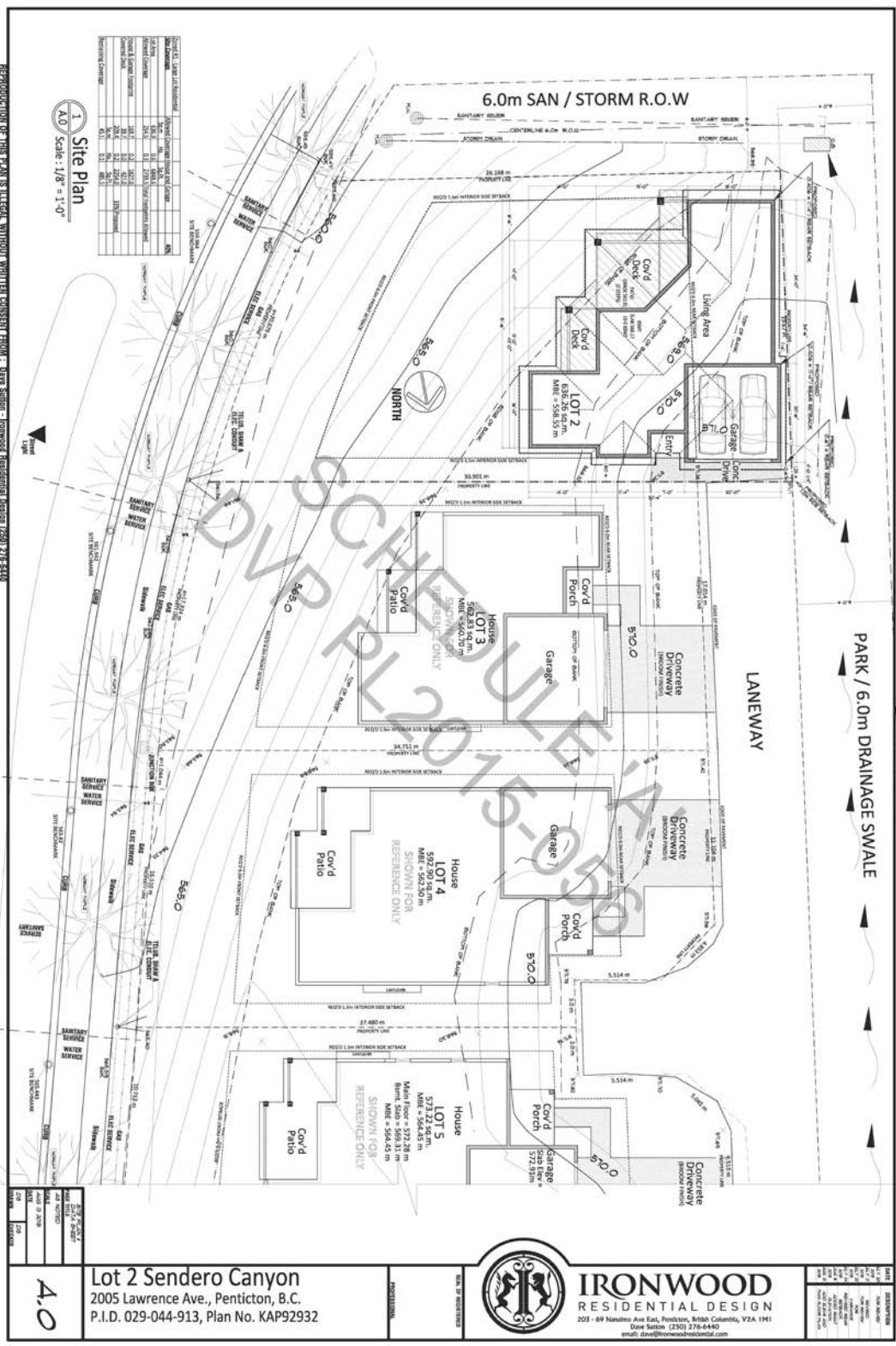
4. In accordance with Section 928(2) of the *Local Government Act*, the lands subject to this permit shall be developed in general accordance with this permit and the plans attached as Schedule A.
5. In accordance with Section 926 of the *Local Government Act*, if the holder of this permit does not commence 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 \_\_\_\_\_ day of \_\_\_\_\_, 2015

Issued this \_\_\_\_\_ day of \_\_\_\_\_, 2015

\_\_\_\_\_  
Dana Schmidt,  
Corporate Officer





Date: November 2, 2015 File No:  
To: Eric Sorensen, City Manager  
From: David Spalding, Deputy Fire Chief  
Re: **Strategic Wildfire Prevention Initiatives**

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## Staff Recommendation

THAT Council support the application for grant funding to the UBCM Strategic Wildfire Program Initiative for a \$20,000 Community Wildfire Protection Plan (CWPP);

AND THAT Council support the inclusion of \$10,000 in the 2016 capital budget for the Community Wildfire Protection Plan;

AND THAT Council support the Fire Smart grant application for \$10,000 from the UBCM Strategic Wildfire Program.

## Strategic priority objective

N/A

## Background

A Community Wildfire Protection Plan (CWPP) is a document that defines the risk from wildfire in an identified area, identifies measures necessary to mitigate those risks and outlines plans of action to implement the measures. It also reviews local government bylaws and policies for areas where wildfire risk reduction can be introduced or strengthened. The UBCM Strategic Wildfire Program Initiative assists local governments to develop CWPPs for areas in the Wildland Urban Interface (WUI) by providing 50% of the required funds to complete a CWPP.

In 2006, with a provincial grant, the Fire Department engaged a professional forester to create our current CWPP. This plan is now 10 years old and was created prior to the development of the standard provincial interface threat assessment system. An updated CWPP and associated maps will conform to the current provincial standards and provide opportunities for additional grant funding to educate private land owners and to develop treatment prescriptions for fuel management projects on City land.

The objective moving forward will be to secure grant funding for fuel treatments in high hazard municipal land areas and to encourage private land owners to implement FireSmart fuel management on their properties.

## **Financial implication (2016)**

The UBCM Strategic Wildfire Prevention Initiative will contribute a maximum of 50% of the cost of updating an existing Community Wildfire Protection Plan and 100% of the FireSmart Grant Program.

- City of Penticton CWPP contribution \$10,000.00 (2016 Capital Budget)
- UBCM CWPP Grant Contribution \$10,000.00
- UBCM FireSmart Grant Contribution \$10,000.00

## **Analysis**

### **Community Wildfire Protection Plan Program**

Funding is available to update existing CWPP in cases where there has been significant change in the status or condition on a previously assessed area, resulting in an increase in wildfire threats within and around a community. An increase in wildfire threat can occur when there is a change (planned or past) to land status, forest health, fuel hazard, or stand structure, or when there is community expansion.

In the past 10 years Penticton has seen a change in the forest health from mountain pine beetle and drought conditions creating a larger fuel hazard from dead and dying trees. The fuel hazard has increased, and will continue to increase, community risk from interface fires. Penticton has also seen an increase in urban growth into the interface areas with more growth on the horizon.

Existing CWPP's may also be updated if they do not meet the current standard for spatial data or WUI Wildfire Threat Assessment and the community intends to pursue wildfire mitigation activities.

In 2012, Penticton Fire Department attempted to secure grant funding for prescriptions and fuel mitigation but was unsuccessful due primarily because the 2006 CWPP did not meet the current standards for both spatial data and threat assessments.

The CWPP program can contribute a maximum of 50% of the cost of eligible activities to a maximum of \$15,000.00. The city received a quote for \$20,000.00.

### **2016 FireSmart Grant Program**

This new Strategic Wildfire Prevention Initiatives FireSmart Grant program provides funding to local governments to support residents to undertake FireSmart Planning activities for private lands and/or to advance local planning activities to mitigate risk from wildfires on private lands.

In order to qualify the applicant must have a current CWPP.

The 2016 SWPI FireSmart Program can contribute up to 100% of the costs of eligible expenses to a maximum of \$10,000.00

#### **Eligible Costs & Activities**

- Training costs to train a local FireSmart Representative
- Conduct site visits and developing FireSmart Community Plans for specific areas
- Organizing and holding a FireSmart day(s)

- Developing a communications strategy or public information program directly related to FireSmart activities
- Staff costs directly related to FireSmart activities

**Alternate recommendations**

That Council denies support to the grant applications to the UBCM Strategic Wildfire Program Initiative.

Respectfully submitted,

David Spalding  
Deputy Fire Chief

Approvals

City Manager  <i>ES</i>
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# Council Report

penticton.ca

**Date:** November 2, 2015 File No:  
**To:** Eric Sorensen, City Manager  
**From:** Colin Fisher, Chief Financial Officer  
**Subject:** **Council Procedure Amendment Bylaw No. 2015-57**  
**Electronic Attendance by Council members at special and closed meetings**

## Staff Recommendation

THAT Council give first, second, and third reading to "Council Procedure Amendment Bylaw No. 2015-57", a bylaw to amend City of Penticton Procedure Bylaw No. 2004-23 to allow electronic attendance by Council members at special and closed Council meetings;

AND THAT public notice be given in accordance with section 94 of the *Community Charter* prior to adoption of "Council Procedure Amendment Bylaw No. 2015-57".

## Background

With the advent of high speed and high quality video conferencing technologies, it has become increasingly possible and simple to attend meetings from remote locations. The new technologies make it possible to attend meetings securely and with the same full abilities of participation such that remote attendees can function and participate as fully as every in-person attendee. To this end, provision for attendance of special and closed Council meetings electronically has been included in the Community Charter allowing Elected Officials to attend council meeting under certain circumstances. Notably, the Regional District of Okanagan Similkameen has already included provision for electronic attendance of special meetings into its meeting procedure bylaw.

The changes proposed in this bylaw amendment aim to bring the City of Penticton in line with the growing trend in local government allowing Council to attend special meetings with greater frequency and fewer restrictions.

Section 7.A of the current Procedure Bylaw of the City of Penticton restricts electronic attendance by Council members to only:

- 1) closed meetings or,
- 2) special meetings of extraordinary nature where such attendance is required to establish a quorum.

The proposed amendments would replace the existing section 7.A with a new section 7.A that allows an Elected Official the opportunity to attend any special Council meeting electronically, up to 2 times per year.

This would be restricted to two participants per meeting, as the City currently can only accommodate two members through video conference at this time.

**Alternate recommendations**

THAT no changes be applied to the existing City of Penticton Procedure Bylaw No. 2004-23.

**Attachments**

Attachment A – Council Procedure Amendment Bylaw No. 2015-57

Respectfully submitted,



Colin Fisher, Chief Financial Officer

Approvals

City Manager  <i>ES</i>
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**Bylaw No. 2015-57**

*A Bylaw to amend Procedure Bylaw 2004-23*

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WHEREAS Section 124 of the *Community Charter* requires a Municipality, by bylaw, to establish general procedures to be followed by council and council committees in conducting their business;

AND WHEREAS the Council of the City of Penticton has adopted a Council Procedure Bylaw pursuant the *Community Charter* and wishes to amend "City of Penticton Procedure Bylaw No. 2004-23 (2004)";

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 as "Council Procedure Amendment Bylaw No. 2015-57".

**2. Amendment:**

"City of Penticton Procedure Bylaw No. 2004-23" is hereby amended as follows:

Delete and replace section 7.A with the following:

- 7.A(1) Provided the conditions set out in section 128(2) of the *Community Charter* are met, a member of council who is unable to attend a Closed or a Special Council meeting may participate in the meeting by means of electronic communication devices.
- (2) The member who will preside over the Closed or Special Council meeting must not participate electronically.
- (3) No more than two members may participate under section 7.A (1) at a time.
- (4) Council members may participate electronically under section 7.A (1) twice annually.
- (5) In the case of an interruption in the communication link to the member participating electronically, Council will recess to a maximum of 15 minutes until it is determined whether or not the link can be re-established. If communications are not re-established, the meeting will resume without the electronic participant.



## Arts, Creative & Cultural Innovations Committee Meeting

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

Thursday, October 8, 2015  
at 8:00 a.m.

- Present:** Campbell Watt, Councillor  
Allison Markin, Chair  
Robin Robertson, Vice-Chair  
Paul Crawford, Penticton Art Gallery Representative  
Lynn Allin, Penticton & District Arts Council Representative  
Kerri Milton, Penmar Community Arts Society  
Jane Shaak, Okanagan School of the Arts, Shatford Centre Representative  
Gerald Kenyon, South Okanagan Performing Arts Representative  
Vicky Jones, Member at Large  
Murray Swales, Member at Large
- Staff:** Lori Mullin, Recreation & Culture Manager  
Simone Blais, Communications Officer  
Jules Hall, Director of Development Services  
Sharon Thompson, Committee Secretary

1. **Call to Order**

The Arts, Creative & Cultural Innovations Committee was called to order by the Chair at 8:02 a.m.

2. **Adoption of Agenda**

**It was MOVED and SECONDED**

THAT the Arts, Creative & Cultural Innovations Committee adopt the agenda for the meeting held on October 8, 2015 as circulated.

**CARRIED UNANIMOUSLY**

3. **Adoption of Minutes**

**It was MOVED and SECONDED**

THAT the Arts, Creative & Cultural Innovations Committee adopt the minutes of the September 10, 2015 meeting as circulated.

**CARRIED UNANIMOUSLY**

#### 4. Business Arising from Prior Meetings

##### 4.1 Downtown Public Art Opportunities

Tabled to next meeting.

##### 4.2 City of Penticton Christmas Cards

The Communication Officer reported a call for artists was issued on October 2, 2015. There will be no cap on the number of entries. The card will contain seasonal greetings in multiple languages including First Nations. The South Okanagan Immigrant and Community Services Society has been asked for input.

The OSA, Shatford Centre representative, Art Gallery representative, Vice-Chair and Councillor Watt will assist the Communications Officer in the selection process and a meeting will be scheduled once the deadline for submissions has passed. Cards will need to go to press by November 12, 2015. The OSA, Shatford Centre representative suggested that with the artists' approval, an exhibit of the selected submissions could be held at the Okanagan School of the Arts.

##### 4.3 Canada 150 Mosaic Initiative Update

The Recreation & Culture Manager reported on the results from social media. Top themes included the natural beauty of our area, community between two lakes, beaches bordered by rolling mountains. Secondary themes included orchards, agriculture, farming, wine and vineyards. By consensus, the committee agreed to exclude Ogoopogo as an iconic image. Top themes will be sent to the artist.

Discussion on potential workshop dates for the painting of the 400 tiles followed. Canada Day, BC Day and during the Peach Festival are possible options. The workshops can be held over a two day period. The workshop location and schedule to be discussed at the next meeting. Location for the installation of the completed mosaic piece to be determined at a future meeting.

##### 4.4 Creative City Network of Canada Update

The Recreation & Culture Manager reported that Council approved the recommendation to become a member of the Creative City Network of Canada and have a representative attend the upcoming Summit. The Recreation & Culture Manager confirmed a staff member will attend the Summit and report back to the committee. Next year's membership fee will be included in the 2016 budget.

##### 4.5 Sculpture Sub-Committee Update

The Vice-Chair reported that she received communication from the artist of the piece of sculpture currently displayed at the Okanagan Lake waterfront stating that he would like to donate the piece with specific conditions. Discussion ensued and it was decided to defer making a decision about the donation at this time.

**It was MOVED and SECONDED**

**THAT the Arts, Creative & Cultural Innovations Committee receive the draft Public Sculpture Program report and suspend the activities of the Sculpture Sub-Committee until such time as the Public Art Policy review is completed and recommendations are made by the Committee.**

**CARRIED UNANIMOUSLY**

4.6 Lakawanna Park Sculptures Update

The Penticton Art Gallery representative reported that the artist had been in touch with the En'owkin Centre representative and moving the art piece is not an option. The artist is happy to have the original intent of the artwork identified through signage installed at Lakawanna Park. The Penticton Art Gallery representative will contact the artist to obtain a clear explanation of what information the signage should include and will provide that information to the Recreation & Culture Manager and committee for review and recommendation.

4.7 Public Art Policy Update

The Chair suggested the proposed edits and updates to the 2007 Public Art Policy be forwarded to the Recreation & Culture Manager for review and revision and that the revised policy be brought back to the committee.

5. **New Business**

6. **Representative Updates**

6.1 Okanagan School of the Arts, Shatford Centre

The OSA representative reported that the commercial kitchen at the Shatford Centre is now up and running. The *We Love Documentary Film Festival* weekend event is October 16-18. *InSpirit: Celebrating Art & Spirituality*, a cross-cultural celebration of creativity in spirit runs October 23-25.

6.2 Penticton & District Arts Council

The PDAC representative reported their AGM is October 26<sup>th</sup> and are looking for new Board members. All are welcome to attend. They are still waiting for information on their Leir House grant application.

6.3 Penticton Art Gallery

The Penticton Art Gallery representative reported the Soup Bowl event will run two evenings – November 13-14 and will email the exhibition program to all committee members.

6.4 Penmar Community Arts Society

The Penmar Community Arts Society representative reported Council has been provided with an update and introduction of the Penmar Co-operative. The Co-op is intended as a means for the community to participate and buy into the enterprise. The construction will extend into the parking lot to all for an additional 1,000 seats in the building. The next session is scheduled for October 16, 2015.

6.5 South Okanagan Performing Arts Centre

The SOPAC representative reported that Board meetings have resumed and a consultant has been commissioned to update the business plan. SOPAC is looking forward to moving ahead on the project over the next few months.

6.6 City of Penticton

The Recreation and Culture Manager reported that an Extension Agreement has been signed with respect to the Naramata Community School May Pole sculpture located in the Front Street roundabout extending the agreement until March 31, 2016.

7. **Next Meeting**

The next regularly scheduled meeting of the Arts, Creative & Cultural Innovations Committee will be Thursday, November 12, 2015 at 8:00 a.m.

8. **Adjournment**

The Arts, Creative & Cultural Innovations Committee adjourned the meeting at 8:59 a.m.

## Tourism Development Task Force Meeting

held at City of Penticton Corporate Boardroom  
171 Main Street, Penticton, B.C.

Friday, October 16, 2015  
at 1:00 p.m.

- Present:** Max Picton, Councillor & Chair  
Andrew Jakubeit, Mayor  
Judy Sentes, Councillor  
Andre Martin, Councillor  
Barb Haynes, President, Penticton Hospitality Association  
Kelly Hopkins, Executive Director, Tourism Penticton
- Staff:** Eric Sorensen, Chief Administrative Officer  
Colleen Pennington, Economic Development Officer  
Sharon Thompson, Corporate Administrative 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 1:06 p.m.

2. **Adoption of Agenda**

**It was MOVED and SECONDED**

THAT the Tourism Development Task Force adopt the agenda for the meeting held on October 16, 2015 as amended (refer to Items 4.5 and 5.2).

**CARRIED UNANIMOUSLY**

3. **Adoption of Minutes**

**It was MOVED and SECONDED**

THAT the Tourism Development Task Force adopt the minutes of the September 17, 2015 meeting as circulated.

**CARRIED UNANIMOUSLY**

4. **Business Arising from Prior Meetings**

4.1 55+ BC Games Update

The Event & Sport Development representative reported Penticton was not successful in its bid to host the 2019 55+ BC Games. The BC Senior Games Society encouraged Penticton to consider submitting bids for future dates as our submission was outstanding.

#### 4.2 Baseline Calendar Update

The Event & Sport Development representative reported that they are moving forward with a calendar. The company being considered is able to do custom script writing, at an additional cost. Consideration is being given, and calls have been made, to partner with other DMO's to help defray costs. A training session is scheduled for Monday.

#### 4.3 Volunteer Management Software

The CAO reported that he has identified three (of a total of sixteen) web search offerings directly involved in Volunteer Management Software that could be contenders. It was determined that a needs assessment should be completed to determine if user group support is required before a budget is created or proceeding with a RFP process. The Penticton Hospitality President and Economic Development Officer will work on creating a 'Needs Assessment' tool.

#### 4.4 4 Pillars Discussion – Strategic Priorities

Councillor Picton opened discussion by asking the Chair of each pillar for an update from their respective sub-committees on the top three strategic priorities of each.

##### **Festival and Events – Councillor Judy Sentes**

Councillor Sentes reported that the Festival and Events sub-committee will proceed with three new events this year being Penticton's Birthday Celebration in the spring, Apple Festival in the fall and a small neighborhood event. In an effort to produce festival and event ideas from the public, it was suggested that the committee stage a 'Dragon's Den' style pitch event. The sub-committee noted funding would be required to proceed with this idea.

##### **Meetings and Conventions – Councillor Andre Martin**

Councillor Martin reported his sub-committee has not met since the first meeting on Sept. 14, 2015 and re-confirmed they were in agreement that a coordinated approach for marketing and branding between the Penticton Hospitality Association, City of Penticton and the Penticton Trade & Convention Centre was needed and could be done through a convention bureau concept.

##### **Sport Tourism – Councillor Max Picton**

The Chair outlined the top three strategic priorities discussed by the Sport Tourism sub-committee including key elements and resources required to achieve them as follows:

##### 1. Event Support Strategy

###### Key Elements:

- One central point of contact with knowledge of festivals and events resources
- Transferable framework in event succession
- Central event calendar
- Comprehensive contact list (City, Region, PIB, etc.)
- Access to volunteers
- Resources Required:
- Budget
- Support staff

2. Volunteer Database Program

Key Elements:

- Perks / Award Ceremony / Sign-up rewards
- Sponsorships
- Tracking
- Training Opportunities

Resources Required:

- Software
- Research
- Administration
- Sponsorship / Grants
- Budget

3. Event Tool Kits – designed to extend stays and increase exposure for tourism stakeholders

Key Elements:

- Digital program designed to be distributed to event planners and marketers, event attendees, staff and volunteers before, during and after an event
- Web widget
- Content links
- Pre-registration options to create extended stays
- Packaged through Tourism Penticton
- On-premise digital sign-ups (consider unmanned touch screens)
- Catalogue catered to events / demographics / season

Resources Required:

- Tourism Penticton staff
- Stakeholder content – could be built into TP membership packages
- Digital interface – back end
- Touch screen interface – on premise

4. Longer term

Bid Strategy

- High priority, but with the province roll-out of a bid strategy toolkit in February 2016 , it would be considered wasteful to dedicate human and financial resources at this time.

5. Long Term Strategic Plan

3-5 year strategic plan involving the City, Tourism Penticton and the Penticton Hospitality Association

Discussion focused on questions about how to attract new events, being a “pay to play” community, funding – where is it coming from, how to fund and what to fund.

**Cycling** – Mayor Andrew Jakubeit

Mayor Jakubeit provided comments from the sub-committee noting our region has a multitude of trails with possibly the longest riding season in Canada due to our mild and dry climate. Challenges include inconsistent trails, signage, both trail and City infrastructure including air, wash stations and restrooms. Marketing and branding the region as a cycling mecca would require the political will and funding to accomplish. Thompson Okanagan Tourism Association (TOTA) was identified as a possible funding source.

In summary, emerging themes/needs include:

- Hire someone to coordinate all resources
- Funding for calendar and volunteer software as well as the event planning website/tool kit
- Event & Sport Development Tourism position needs to be extended and budget implications considered
- A coordinated marketing and branding (with a convention bureau component) is required

The Chair noted the next steps for the Task Force would be:

- Each Pillar to meet with their sub-committees to develop a tactical plan and budget
- Develop a 'Branding Strategy' for Penticton (future agenda item). The Economic Development Officer noted that there may be an opportunity to include Summerland and Naramata
- Determine funding requirements to implement the above needs for inclusion in the 2016 budgeting process. Once funding amount is determined, the Economic Development Officer will approach TOTA for matching funds
- The CAO to meet with PTCC and SOEC and the Chair to meet with the Penticton Indian Band (PIB) to determine if there is any interest/buy-in on an event planning website
- The Economic Development Officer will arrange a meeting with Tourism Penticton before month end for an update on where we are and how to move forward and to put a framework around the position

Following discussion on the next steps, by consensus, the Task Force was in agreement and supported the Chair bringing forth information to Council on funding requirements that will be needed for the Tourism Development Task Force to move forward with their strategic priorities.

#### 4.5 Penticton Hospitality Association Update

The Tourism Executive Director provided an update on the GoMedia event. Overall the event was successful. Participants were impressed with what we have to offer and indications are that some are already planning trips back to Penticton this summer. Destination Canada and Destination BC are capturing data and stats should be available in about six weeks. Tourism Penticton was asked to follow up on stats report back to the committee. Destination Canada will provide photos of the PTCC events and Media Tours. Tourism Penticton will have the full rights to use the photos. Tourism Penticton came within their budget for the event.

## 5. New Business

### 5.1 2015 UBCM Follow-up

The Chair noted that the Province has committed to building an Event Bid Online Toolkit. This toolkit will have filters to assist in determining the viability of a bid prior to investing too much time and effort in the process. The toolkit is set for release in February 2016.

The Chair reported he attended a panel presentation which included representatives from Kamloops, who spoke on their successful branding as "Canada's Tournament Capital", Prince George, where the area's First Nations are invited to have a presence at all festivals and events and how Richmond was able to grow their Arts and Cultural festival with very little money from a grassroots base. The Chair felt there were many ideas and suggestions that could be used in growing Penticton's events and festivals. Ideas to include the PIB were shared and included the possibility of opening discussion at the Council-to-Council meeting and approaching PIB Program Directors.

Mayor Jakubeit provided an update on the meeting with Minister Bond regarding a 3% MRDT and noted that the Province has committed to stakeholder discussions.

## 5.2 Sports Tourism Update

The Event & Sport Development representative reported that identifying options for new festivals and events, noted Penticton has an opportunity to 'open' the cycling season on a provincial level with a bike festival. Our climate allows for much earlier cycling than many other communities with a cycling focus. For impact, the festival could be held simultaneously with the first day of the Downtown Penticton Market (May 7, 2016). Lead-in trade shows in Vancouver, Seattle and Spokane were identified. Cycling stakeholder components include Media Fam, group rides, local cycling events, local club and riding group events, seminars, trade show, arts/cultural events, vintage/handmade bike show and package stays.

## 6. Council Outcome

Council Resolution 508/2015 from the minutes dated September 17, 2015 was received.

## 7. Next Meeting

The next regularly scheduled meeting of the Tourism Development Task Force is scheduled for November 19, 2016.

## 8. Adjournment

The Tourism Development Task Force adjourned the meeting at 3:25 p.m.