



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

Tuesday, February 28, 2017
at 3:00 p.m.

1. **Call Special Council Meeting to Order**
2. **Introduction of Late Items**
3. **Adoption of Agenda**
4. **Proclamation:**
 - 4.1 Lymphedema Awareness Day – March 6, 2017 1
5. **Adoption of Minutes:**

5.1	Minutes of the February 7, 2017 Committee of the Whole	2-4	Receive
5.2	Minutes of the February 7, 2017 Public Hearing	5-8	Receive
5.3	Minutes of the February 7, 2017 Regular Council Meeting	9-17	Adopt
6. **Committee and Board Reports:**

6.1	Penticton Arena Task Force Minutes of January 9, 2017 <i>Recommendation: THAT Council receive the minutes of the Penticton Arena Task Force meeting of January 9, 2017.</i>	18-20	
6.2	Penticton Arena Task Force Minutes of January 23, 2017 <i>Recommendation: THAT Council receive the minutes of the Penticton Arena Task Force meeting of January 23, 2017.</i>	21-23	
7. **Delegation:**

7.1	SOWINS – Debbie Scarborough	24	
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8. **Staff Reports:**

BPM	8.1 Appeal of Denial Non-Profit Registration Re: Association of Medical Marijuana Awareness, Jukka Laurio <i>Reconsideration: THAT Council receive this report for the purpose of considering whether to uphold the decision of the City's Building and Permitting Manager to deny the non-profit registration application for the Association for Medical Marijuana Awareness (Society #S0066324), as set out in the December 23, 2016 letter;</i>	25-32	Owner
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AND THAT after providing Mr. Jukka Laurio, owner and operator, or his representative with an opportunity to be heard regarding the denial of his non-profit registration application:
Council denies the appeal for a non-profit registration to the Association for Medical Marijuana Awareness.

BPM	8.2	Appeal Suspension/Cancellation of Business Licence Re: The Whole, 651 Main Street <u>Staff Recommendation:</u> #1. THAT Council receive this report for the purpose of considering whether: a) the suspension of the City of Penticton business licence for the Whole (City of Penticton Business Licence No. 111395), as set out in the January 25, 2017 letter from the City's Building and Permitting Manager, should be upheld; and b) whether the business license for the Whole at 651 Main Street, Penticton, BC, should be cancelled; AND THAT Council provide Ms. Carrie Lee Walker, owner and operator, or other representative of the Whole, with an opportunity to be heard in relation to this report and the recommendations contained in it. #2. THAT after providing Ms. Carrie Lee Walker, or other representative of the Whole, with an opportunity to be heard by Council, Council resolve: - To uphold the suspension of the City of Penticton business licence for the Whole (City of Penticton Business Licence No. 111395); - AND - To cancel the City of Penticton business licence for the Whole (City of Penticton Business Licence No. 111395) OR - To reinstate the City of Penticton business licence for the Whole (City of Penticton Business Licence No. 111395) and allow operations to continue.	33-44	Owner
GMI	8.3	2017 BC Transit Workshop <u>Staff Recommendation:</u> THAT Council support BC Transit having their 2017 Transit Workshop in Penticton; AND THAT the City of Penticton contribute to the success of the workshop by: <ul style="list-style-type: none">• The Mayor providing the Welcome Delegates Address;• Hosting a welcome reception;• Providing volunteer staff to work at the reception and workshop;• Providing funding to a maximum of \$1,500; and• Participation in the workshop when possible by the Mayor, Council and staff. AND THAT the required financial contribution be funded from available surplus; AND FURTHER THAT The General Manager of Infrastructure be authorized to execute the February 10, 2017 Memorandum as contained in Attachment "A".	45-48	
GMI	8.4	Regional Transit Integration Project <u>Staff Recommendation:</u> THAT Council support moving to an integrated Regional Riders Guide for Conventional Transit as contained in Attachment "A"; AND THAT Council support a consistent Fare Strategy in the Region as contained in Table 4 of the Background section of this Council Report; AND THAT Council support the Service Design Standards and Performance Guidelines as contained in Attachment "B"; AND THAT staff bring back an amendment to the Fees and Charges Bylaw at the appropriate time to support the new Fare Strategy; AND FURTHER THAT Council authorize the General Manager of Infrastructure to execute the Memorandum of Understanding between the City of Penticton and BC Transit, as contained in Attachment "C", to facilitate the implementation of Regional Transit Guide and new Fare Strategy.	49-108	

CO	8.5	<p>Downtown Business Improvement Area Bylaw No. 2017-12</p> <p><i>Staff Recommendation: THAT Council direct staff to proceed with the renewal process for the Business Improvement Area (BIA) for a further five year period;</i></p> <p><i>AND THAT Council approve the initiative petition process whereby Council gives notice of its intention to adopt the Business improvement Area bylaw unless it is objected to by a majority of the owners representing at least one-half of the value of the properties in the specified area;</i></p> <p><i>AND THAT Council approve the notice which will be published March 3rd and 8th and sent to each affected property owner;</i></p> <p><i>AND THAT Council give three readings to "Downtown Business Improvement Area Bylaw No. 2017-12.</i></p>	109-117	
	9. Reconsideration of Bylaws and Permits:			
	9.1	<p>Fees and Charges Amendment Bylaw No. 2017-05</p> <p>Re: Cross Connection Program – filing fee</p>	118-119	Adopt
	9.2	<p>Road Closure Bylaw (Government Street) No. 2017-01</p> <p>Re: Part of Government Street beside hospital</p>	120-121	Adopt
	10. Public Question Period			
	11. Recess to In-Camera Meeting			
		<p><i>Resolution: THAT Council recess to a closed meeting of Council pursuant to the provisions of the Community Charter section 90 (1) as follows:</i></p> <p>(e) <i>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></p> <p>(g) <i>litigation or potential litigation affecting the municipality;</i></p> <p>(i) <i>the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;</i></p> <p>(j) <i>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;</i></p>		
	12. Reconvene the Regular Council Meeting at 6:00 p.m.			
	13. Land Matters:			
DDS	13.1	<p>Development Variance Permit PL2016-7808</p> <p>Re: 1685 Carmi Avenue</p> <p><i>Staff Recommendation: THAT Council approve "Development Variance Permit PL2016-7808" for Lot 1 District Lot 3821S Similkameen Division Yale District Plan KAP51022, located at 1685 Carmi Avenue, a permit to increase the maximum permitted height of a fence from 1.2m to 2.3m and to increase the maximum permitted height of a retaining wall within the front yard from 1.2m to 2.5m.</i></p>	122-133	Del/Sub
DDS	13.2	<p>Development Variance Permit PL2017-7821</p> <p>Re: 369 Douglas Avenue</p> <p><i>Staff Recommendation: THAT Council approve "Development Variance Permit PL2017-7821" for That Part of Lot 7 Shown on Plan B5486; District Lot 1 Group 7 Similkameen Division Yale (Formerly Yale-Lytton) District Plan 932, located at 369 Douglas Avenue, a permit to increase the maximum building footprint of a carriage house from 90m², or 60% of the building footprint area of the principal residence, whichever is less to 100m² and to decrease the minimum west interior side yard from 1.5m to 0.95m;</i></p> <p><i>AND THAT staff be directed to issue "Development Variance Permit PL2017-7821."</i></p>	134-148	Del/Sub

- DDS 13.3 Development Variance Permit PL2016-7815 149-160 Del/Sub
Re: 408 Waterloo Avenue
Staff Recommendation: THAT Council approve "Development Variance Permit PL2016-7815" for Lot A District Lot 196S AND Penticton Indian Reserve No. 1, Similkameen Division Yale District Plan KAP78278, located at 408 Waterloo Avenue, a permit to decrease the minimum west and north interior side yard when abutting a public zone from 6.0m to 3.0m;
AND THAT staff be directed to issue "Development Variance Permit PL2016-7815."
- DDS 13.4 Development Variance Permit PL2016-7733 161-177 Del/Sub
Re: 611/619 Van Horne Street
Staff Recommendation: THAT Council approve Development Variance Permit PL2016-7733 for Lot 18 and Lot 19, Block 32, District Lot 202, Similkameen Division Yale District, Plan 269, located at 611 and 619 Van Horne Street, a permit to reduce the minimum lot width from 13m to 9.3m; reduce the minimum lot area from 390m² to 285m²; reduce the front yard setback from 4.5m to 3.5m, increase the height of a retaining wall from 1.2m to 1.65m and allow a reduction of the parking requirement from 1 stall to 0 for the secondary suite;
AND THAT staff be directed to issue Development Variance Permit PL2016-7733.
- DDS 13.5 Zoning Amendment Bylaw No. 2017-07 178-188
Re: The Ridge
Staff Recommendation: THAT "Zoning Amendment Bylaw No. 2017-07" be amended as follows:
- Replace the image "Proposed Zoning" on Schedule A of Bylaw No. 2017-07, with the new image attached as Attachment A to this report, which changes the proposed zoning of the multifamily site adjacent to Sendero Park from RM3 to RM2;
AND THAT Council give second reading as amended to "Zoning Amendment Bylaw No. 2017-07";
AND THAT Council give third reading to "Zoning Amendment Bylaw No. 2017-07".

14. **Notice of Motion**

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

16. **Council Round Table**

17. **Public Question Period**

18. **Adjournment**

Proclamation

penticton.ca

Lymphedema Awareness Day

March 6, 2017

WHEREAS Lymphedema is an incurable condition affecting more than 250 million people worldwide (World Health Organization) with disfigurement, disabilities, discomfort and distress; and

WHEREAS it is estimated that 170,680 - 341,360 Canadians are living with Lymphedema (20-40% of the number of cancer survivors reported by the Canadian Cancer Society); and

WHEREAS Lymphedema is an accumulation of lymphatic fluid that causes swelling in the arms, legs, or other areas of the body and affects both men, women and children; and

WHEREAS the mandate of the BC Lymphedema Association is to bring attention to this distressing disease and to promote healthy and hopeful living with lymphedema through education, awareness, advocacy, and support for all people in British Columbia living with lymphedema, their families and caregivers; and

WHEREAS communities throughout Canada and the US are demonstrating their support for people living with lymphedema by honouring them, their families and care givers who provide love and encouragement; and

NOW THEREFORE I, Andrew Jakubeit, Mayor of the City of Penticton, DO HEREBY PROCLAIM March 6, 2017 as "Lymphedema Awareness Day" in the City of Penticton and encourage all citizens to work together to promote and increase awareness so that the health and well being of all those living with Lymphedema is improved.

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

Tuesday, February 7, 2017
Recessed from the Regular Council Meeting at 1:00 p.m.

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

Staff: Peter Weeber, Chief Administrative Officer
Mitch Moroziuk, General Manager of Infrastructure
Jim Bauer, Chief Financial Officer
Anthony Haddad, Director of Development Services
Dana Schmidt, Corporate Officer
Angie Collison, Deputy Corporate Officer

1. Call to order

The Mayor called the Committee of the Whole meeting to order at 1:03 p.m.

2. Adoption of Agenda

It was MOVED and SECONDED

THAT the agenda for the Committee of the Whole meeting held on February 7, 2017 be adopted as circulated.

CARRIED UNANIMOUSLY

3. Delegations and Staff Presentations:

3.1 Proclamation – “Chamber of Commerce Week” – February 20 – 24, 2017

Mayor Jakubeit proclaimed February 20 – 24, 2017 as “Chamber of Commerce Week” in the City of Penticton.

3.2 Delegation – B93 Recall Legislation

Elvena Slump and Helen Trevors requested Council consider submitting B93 Recall Legislation to SILGA for consideration at UBCM.

3.3 Delegation – FCM 2019 Board Meetings Bid

Dean Clarke and Laura Hunt requested Council support the bid for FCM 2019 Board Meetings. FCM holds three meeting a year for board members hosted by municipalities across Canada. Require Council endorsement to proceed with the bid.

IT was MOVED and SECONDED

THAT Council support the bid and commit to hosting a 2019 FCM Board Meeting in Penticton.

CARRIED UNANIMOUSLY

3.4 Delegation – The New and Vibrant Vision of the Penticton Arts Council

Vaelei Walkden – Brown and Tim Tweed provided Council with the Penticton Arts Council new vision for a vibrant and proactive arts council with a focus on collaboration and community building.

3.5 Delegation – 2017 Pillar Community Innovation Awards, April 22, 2017

Kim Kirkham, South Okanagan Similkameen Volunteer Centre provided Council information regarding the 2017 Pillar Community Innovation Awards, accepting nominations until March 31, 2017. The gala event will be held April 22, 2017.

3.6 Delegation – The YES Project (Youth Engagement Strategy)

Amberlee Erdmann, Aaron McRann and three students from Penticton Secondary School provided Council with their request for land to support a Youth Resource Centre in Penticton. They are ready to start building in 2017 and found the ideal location on Ellis Street. Happy to work with staff to find a suitable location that meets the needs of the project.

3.7 Delegation – Penticton Peach Festival

Don Kendall, President of Penticton Peach Festival, provided Council with an update on the August 9-13, 2017 event. The parade will have a new route as the revitalization on Main Street has created challenges for larger floats and marching bands.

3.8 Delegation – Proposing New Environmental Taxi Service

Dale Conway, Current Taxi Ltd. provided Council with an overview of their environmental taxi service and requested Council support the application to the passenger transportation board to operate four cars in Penticton.

IT was MOVED and SECONDED

THAT Council provide Current Taxi Ltd. with a letter of support to accompany their application to the Passenger Transportation Board.

CARRIED UNANIMOUSLY

3.9 Delegation – SS Sicamous Society’s Entrance Wharf Project for 2017

Adolf Steffen and Brett Cornell requested a two year loan to build a pier on the south side of the SS Sicamous, facing Lakeshore Drive promenade. Would like to start now and complete the project by June. The Society will pay back 75% of the loan. Council agreed to discuss the request during budget deliberations.

3.10 CAO Update

Peter Weeber, new Chief Administrative Officer for the City of Penticton, provided Council with an overview of the role of the CAO, some of the challenges facing the City, and looking ahead to the future.

4. Adjourn to Regular Meeting

It was MOVED and SECONDED

THAT Council adjourn the Committee of the Whole at 2:36 p.m. and reconvene the Regular Meeting of Council.

CARRIED UNANIMOUSLY

Certified correct:

Confirmed:

Dana Schmidt
Corporate Officer

Andrew Jakubeit
Mayor

Public Hearing
City of Penticton, Council Chambers
171 Main Street, Penticton, B.C.

Tuesday, February 7, 2017
at 6:00 p.m.

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

Absent: Councillor Sayeed

Staff: Peter Weeber, Chief Administrative Officer
Dana Schmidt, Corporate Officer
Mitch Moroziuk, General Manager of Infrastructure
Jim Bauer, Chief Financial Officer
Anthony Haddad, Director of Development Services
Angie Collison, Deputy Corporate Officer

1. Call to order

Mayor Jakubeit called the public hearing to order at 6:00 p.m. for "Zoning Amendment Bylaw No. 2017-02", "Zoning Amendment Bylaw No. 2017-04", "OCP Amendment Bylaw No. 2017-06" and "Zoning Amendment Bylaw No. 2017-07". He explained that the public hearing was being held to afford all persons who considered themselves affected by the proposed bylaws an opportunity to be heard before Council.

The Corporate Officer read the opening statement and introduced the purpose of the bylaws. She then explained that the public hearing was being held to afford all persons who considered themselves affected by the proposed bylaws and related DVP an opportunity to be heard before Council. She further indicated that the public hearing was advertised pursuant to the *Local Government Act*.

"Zoning Amendment Bylaw No. 2017-02" (457 & 461 Nelson Avenue)

The purpose of "Zoning Amendment Bylaw No. 2017-02" is to amend Zoning Bylaw No. 2011-23 as follows:

Rezone newly consolidated Lot 80, District Lot 250, Similkameen Division Yale District, Plan 845, located at 457 Nelson Avenue and Lot 1, District Lot 250,

Similkameen Division Yale District Plan EPP67181 located at 461 Nelson Avenue from R2 (Small Lot Residential) to RD2 (Duplex Housing; Lane).

The applicant is proposing to construct a front-to-back duplex on each lot.

The Corporate Officer advised that one letter has been received after the printing of the agenda.

DELEGATIONS

Mayor Jakubeit asked the public for the first time if anyone wished to speak to the application.

- Lynn Kelsey, Oakville Street, asked about letter of opposition.
- Heather Shedden, on behalf of applicant, rezoning property from R2 to RD2 is in line with the OCP and future vision of the city, keeping in line with what is already happening in area.

Mayor Jakubeit asked the public for the second time if anyone wished to speak to the application.

- No one spoke.

Mayor Jakubeit asked the public for the third and final time if anyone wished to speak to the application.

- No one spoke.

The public hearing for "Zoning Amendment Bylaw No. 2017-02" was terminated at 6:07 p.m. and no new information can be received on this matter.

2. "Zoning Amendment Bylaw No. 2017-04" (251 Rigsby Street)

The purpose of "Zoning Amendment Bylaw No. 2017-04" is to amend Zoning Bylaw No. 2011-23 as follows:

Rezone Lot 25, District Lot 4, Group 7, Similkameen Division Yale (Formerly Yale-Lytton) District, Plan 1035, located at 251 Rigsby Street from RD2 (Duplex Housing; Lane) to RM2 (Low Density Multiple Housing).

The applicant is proposing to construct a triplex.

The Corporate Officer advised that one letter has been received after the printing of the agenda.

DELEGATIONS

Mayor Jakubeit asked the public for the first time if anyone wished to speak to the application.

- Edward Kostiuk, Renee Street, does not object to the proposed building, request privacy fence between the two properties, bought home as retirement place, would like 8ft fence for privacy.

Mayor Jakubeit asked the public for the second time if anyone wished to speak to the application.

- Lynn Kelsey, Oakville Street, landscaping, with variances, property as triplex takes up yard, building is big, concern with reduced back yard setbacks and shrinking yards.

Mayor Jakubeit asked the public for the third and final time if anyone wished to speak to the application.

- Heather Shedden, on behalf of applicant, applicant will put up 6ft fence and landscaping between properties to address privacy, reducing front yard for road widening, setbacks prompted for these reasons.

The public hearing for "Zoning Amendment Bylaw No. 2017-04" was terminated at 6:20 p.m. and no new information can be received on this matter.

3. "Official Community Plan Amendment Bylaw No. 2017-06" and "Zoning Amendment Bylaw No. 2017-07" (1830 Ridgedale Avenue – The Ridge)

The purpose of "Official Community Plan Amendment Bylaw No. 2017-06" is to amend Official Community Plan Bylaw 2002-20 as follows:

Amend the following Schedules of OCP Bylaw 2002-20 for Lot 1, District Lot 2710, Similkameen Division Yale District, Plan 21103 located at 1830 Ridgedale Ave: 1) *Schedule B: Future Land Use Map* be amended to remove the site designated for a school and to include the following land use designations: Low Density Residential, Medium Density Residential, Natural Area and Parks & Recreation; 2) *Schedule H: Development Permit Area Map* be amended to include specific sites in the General Multiple Family Development Permit Area and Environmental Protection Development Permit Area; and 3) *Schedule D: Natural Areas Map* will be amended to reflect the new environmental protection boundary.

The purpose of "Zoning Amendment Bylaw No. 2017-07" is to amend Zoning Bylaw No. 2011-23 as follows:

Change the zoning designations for Lot 1, District Lot 2710, Similkameen Division Yale District, Plan 21103 located at 1830 Ridgedale Avenue from R1 (Large Lot Residential) and FG (Forestry & Grazing) to the following proposed zones: R1 (Large Lot Residential), R2 (Small Lot Residential), RD1 (Duplex Housing), RM3 (Medium Density Multiple Housing) and P2 (Parks and Recreation).

The City has received an application to subdivide 1830 Ridgedale Avenue into 110 single-family residential lots, two multiple family sites, natural areas and parkland. The applicant has applied to amend the OCP and Zoning bylaws to facilitate the subdivision.

The Corporate Officer advised that one letter has been received after the printing of the agenda.

DELEGATIONS

Mayor Jakubeit asked the public for the first time if anyone wished to speak to the application.

- Graham Birds, Ecora, spoke in support of the application.
- Mark, Brent Drive, park area and RM3 proposed area, town homes proposed potential

high structure built there and closing in park in that area, RM3 won't enhance Sendero Canyon park.

- Graham Gowe, Lawrence Avenue, view will be lost, possible 18m town house, Sendero has done a fabulous job, proposed location will obstruct views, will look out of place with other homes, change to R1 or something that doesn't allow town houses, save some existing trees.

Mayor Jakubeit asked the public for the second time if anyone wished to speak to the application.

- No one spoke.

Mayor Jakubeit asked the public for the third and final time if anyone wished to speak to the application.

- Graham Birds, Ecora, 247 trees replaced, as part of subdivision one for every lot, 350 trees replanted on property, no designs yet, owners would have no problem with height restrictions on those two lots.
- Graham Gowe, Lawrence Avenue, can you change the PR and MR around?
- Lynn Kelsey, Oakville Street, what trees will be removed in RM3? People deserve time for staff to take a look.
- Jennifer Gowe, Lawrence Avenue, where proposal is for town home lots, mature trees in that area, concerned with removal of more trees.

The public hearing for "OCP Amendment Bylaw No. 2017-06" and "Zoning Amendment Bylaw No. 2017-07" was terminated at 6:57 p.m. and no new information can be received on this matter.

Certified correct:

Confirmed:

Dana Schmidt
Corporate Officer

Andrew Jakubeit
Mayor

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

Tuesday, February, 2017
at 1:00 p.m.

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

Staff: Peter Weeber, Chief Administrative Officer
Mitch Moroziuk, General Manager of Infrastructure
Dana Schmidt, Corporate Officer
Jim Bauer, Chief Financial Officer
Anthony Haddad, Director of Development Services
Angie Collison, Deputy Corporate Officer

1. Call to Order

The Mayor called the Regular Council meeting to order at 1:02 p.m.

2. Introduction of Late Items

3. Adoption of Agenda

It was MOVED and SECONDED

THAT Council adopt the agenda for the Regular Council meeting held on February 7, 2017 as presented.

CARRIED UNANIMOUSLY

4. Recess to Committee of the Whole

Council recessed to a Committee of the Whole Meeting at 1:03 p.m.

5. Reconvene the Regular Council Meeting

Council reconvened the Regular Council Meeting at 2:36 p.m.

6. Adoption of Minutes:

27/2017

- 28/2017 6.1 Minutes of the January 17, 2017 Public Hearing
It was MOVED and SECONDED
THAT Council receive the minutes of the January 17, 2017 Public Hearing as presented.
CARRIED UNANIMOUSLY
- 29/2017 6.2 Minutes of the January 17, 2017 Regular Council Meeting
It was MOVED and SECONDED
THAT Council adopt the minutes of the January 17, 2017 Regular Council Meeting as presented.
CARRIED UNANIMOUSLY
- 7. Committee and Board Reports**
- 30/2017 7.1 Parks & Recreation Master Plan Steering Committee Minutes of December 14, 2016
It was MOVED and SECONDED
THAT Council receive the minutes of the Parks & Recreation Master Plan Steering Committee meeting of December 14, 2016.
CARRIED UNANIMOUSLY
- 31/2017 7.2 Development Services Committee Minutes of January 11, 2017
It was MOVED and SECONDED
THAT Council receive the draft minutes of the Development Services Committee meeting of January 11, 2017.
CARRIED UNANIMOUSLY
- 32/2017 7.3 Downtown Revitalization Sub-Committee Minutes of January 18, 2017
It was MOVED and SECONDED
THAT Council receive the draft minutes of the Downtown Revitalization Sub-Committee meeting of January 18, 2017.
CARRIED UNANIMOUSLY
- 33/2017 **It was MOVED and SECONDED**
THAT Council direct staff to locate the Gyro Park mobile washroom unit to the back portion of the parking lot located at the north side of City Hall.
CARRIED UNANIMOUSLY
- 34/2017 7.4 Development Services Committee Minutes of October 19, 2016
It was MOVED and SECONDED
THAT Council receive the minutes of the Development Services Committee meeting of October 19, 2016.
CARRIED UNANIMOUSLY
- 35/2017 7.5 Community Sustainability Committee Minutes of December 14, 2016
It was MOVED and SECONDED
THAT Council receive the minutes of the Community Sustainability Committee meeting of December 14, 2016.
CARRIED UNANIMOUSLY

36/2017

It was MOVED and SECONDED

THAT Council direct staff to arrange for a booth at the Energy – Our Present, Our Future Symposium on April 21-22 and to become a major sponsor in the amount of \$1,000 with those funds paid from the Climate Action Revenue Incentive Program (CARIP) Fund.

CARRIED UNANIMOUSLY

8. Correspondence

- 8.1 McNaughton Support Services Ltd.
Re: Okanagan Cannabis Solutions, 575 Main Street

Staff advised Council that they have been actively enforcing, issuing fines and may request Council proceed with injunctive action.

- 8.2 BC Association of Farmers’ Market
Re: Request letter of support

37/2017

It was MOVED and SECONDED

THAT Council send a letter to Honourable Terry Lake, Minister of Health and request the continuance of the BC Farmers’ Market Nutrition Coupon Program (FMNCP) in Penticton.

CARRIED UNANIMOUSLY

- 8.3 Okanagan Nation Alliance
Re: Requesting support for grant proposal to OBWB

38/2017

It was MOVED and SECONDED

THAT Council support the submission by Okanagan Nation Alliance to Okanagan Basin Water Board requesting funding for water quality insurance during restoration work of the salmon spawning habitat within the Penticton Channel.

CARRIED UNANIMOUSLY

9. Staff Reports:

- 9.1 Appeal of Denial Non-Profit Registration
Re: Association of Medical Marijuana Awareness

Owner: Jukka Laurio or representative were not in attendance.

39/2017

It was MOVED and SECONDED

THAT Council receive this report for the purpose of considering whether to uphold the decision of the City’s Building and Permitting Manager to deny the non-profit registration application for the Association for Medical Marijuana Awareness (Society #S0066324), as set out in the December 23 , 2016 letter;

AND THAT after providing Mr. Jukka Laurio, owner and operator, or his representative with an opportunity to be heard regarding the denial of his non-profit registration application: Council denies the appeal for a non-profit registration to the Association for Medical Marijuana Awareness.

CARRIED UNANIMOUSLY

- 9.2 Short Term Rental Program

40/2017

It was MOVED and SECONDED

THAT Council support the proposed amendments to the Zoning Bylaw, Business Licence, Fees and Charges, and Enforcement Bylaws in regard to the regulations and licensing of vacation rentals in Penticton as outlined in the Short Term Rental Program report dated February 7, 2017;

AND THAT Council direct staff to bring back bylaw amendments in support of the proposed regulatory changes for the March 7, 2017 regular meeting of Council;
AND THAT Council direct staff to begin efforts to bring greater compliance to the vacation rental industry.

CARRIED UNANIMOUSLY

Council agreed by consensus to alter the order of the Agenda and address item 9.8 ITU Agreement.

Mayor Jakubeit declared a conflict of interest and left the meeting at 3:39 p.m.

9.8 International Triathlon Union (ITU) Agreement

Michael Brown, spoke in support of the ITU World Championships Festival being held August 18 - 27, 2017 and thanked Council for supporting the event.

41/2017

It was MOVED and SECONDED

THAT formalize the agreement with Michael Brown and Penticton 2017 ITU Multisport World Championships Ltd. to host the 2017 International Triathlon Union (ITU) Multisport World Championships Festival in Penticton;

AND THAT the Mayor and Corporate Officer are directed to execute this agreement on behalf of the City;

AND THAT Council direct staff to negotiate with Michael Brown and Penticton 2017 ITU Multisport World Championships Ltd. on five-year rights of first refusal should either party bid on ITU or other multisport events.

CARRIED UNANIMOUSLY

Mayor Jakubeit returned to the meeting at 3:51 p.m.

9.3 Cross Connection Program – Add Annual Backflow Test Filing Fees
Re: Fees and Charges Amendment Bylaw No. 2017-05

42/2017

It was MOVED and SECONDED

THAT upon confirmation that the data collected by BSI Online is not duplicated in the United States;

THAT Council endorse the Development Services Division's implementation of the Backflow Solutions Incorporated online program to improve efficiencies for customers and staff;
AND THAT Council give first, second and third reading to "Fees and Charges Amendment Bylaw No. 2017-05" a bylaw to create Cross Connection Program annual testing filing fees.

CARRIED UNANIMOUSLY

9.4 South Okanagan Performing Arts Centre Society's Council Request

43/2017

It was MOVED and SECONDED

THAT Council defer the report titled "South Okanagan Performing Arts Centre Society's Council Request" for 30 days.

CARRIED
Councillor Sayeed, Opposed

9.5 SILGA Resolutions

44/2017

It was MOVED and SECONDED

THAT Council submit the following resolution to Southern Interior Local Government Association (SILGA) for consideration at UBCM:

Advertising

WHEREAS section 94 of the *Community Charter* prescribes public notice provisions through a newspaper distributed at least weekly;
AND WHEREAS other forms of media have a far greater reach than newspaper publications;
NOW THEREFORE BE IT RESOLVED that the Ministry of Community, Sport and Cultural Development be requested to conduct a comprehensive review and evaluation of the statutory advertising provisions with a view to amending such provisions in response to the technological advances of recent years.

CARRIED UNANIMOUSLY

45/2017

It was MOVED and SECONDED

THAT Council submit the following resolution to Southern Interior Local Government Association (SILGA) for consideration at UBCM:

Business Registry

WHEREAS local governments wish to improve economic drivers and help local and BC companies grow in our region;
AND WHEREAS a listing of all registered businesses as collected by BC Registries and Online Services would facilitate as a mechanism to understand the existing businesses and potential economic opportunities;
THEREFORE BE IT RESOLVED that UBCM lobby the Ministry of Technology, Innovation & Citizens' Services, the Ministry responsible for BC Registries and Online Services and request that a business registry census be provided to municipal and regional governments annually.

CARRIED UNANIMOUSLY

Council agreed by consensus to review a resolution supporting recall legislation at the February 21, 2017 Council meeting.

10. Public Question Period

11. Recess to In-Camera Meeting

46/2017

It was MOVED and SECONDED

THAT Council recess at 5:13 p.m. to a closed meeting of Council pursuant to the provisions of the *Community Charter* section 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;
- (g) litigation or potential litigation affecting 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

12. Public Hearing at 6:00 p.m.

13. Reconvene the Regular Council Meeting following the Public Hearing

Council reconvened the Regular Council Meeting at 6:57 p.m.
Councillor Sayeed was absent.

- 9.6 Okanagan Basin Water Board Grant Application
Re: Phase II Drought Management Plan

47/2017

It was MOVED and SECONDED

THAT Council support staff making an application to the Okanagan Basin Water Board Water Conservation and Quality Improvement (WCQI) grant program for a grant in the amount of \$12,500 for Phase II of our Drought Management Plan;
AND THAT Council commits matching funds from the water reserve to complete the study, as included in the Water Treatment Plant 2017 budget.

CARRIED UNANIMOUSLY

- 9.7 Okanagan Basin Water Board Grant Application
Re: Microbial Survey

48/2017

It was MOVED and SECONDED

THAT Council endorses an application to the Okanagan Basin Water Board Water Conservation and Quality Improvement (WCQI) grant program for an in kind grant in the amount of \$3,500 for a Microbial Survey of Biological Nutrient Removal (BNR) Treatment Plant Sludge.

CARRIED UNANIMOUSLY

- 9.9 Canada 150 Grant for replacement of Leir House windows

49/2017

It was MOVED and SECONDED

THAT Council direct staff to apply for the Provincial Canada 150 grant in the amount of \$100,000 for replacement of the windows at Leir House;
AND THAT Council commits to fund 20% of the grant amount, to a maximum of \$25,000 from the general operating surplus and that the Financial Plan Bylaw be amended accordingly.

CARRIED UNANIMOUSLY

14. Reconsideration of Bylaws and Permits

- 14.1 Zoning Amendment Bylaw No. 2016-71
Re: 750 Kamloops Avenue

50/2017

It was MOVED and SECONDED

THAT Council adopt "Zoning Amendment Bylaw No. 2016-71";
AND THAT Council approve Development Variance Permit PL2016-7729 for 750 Kamloops Avenue.

CARRIED UNANIMOUSLY

- 14.2 Zoning Amendment Bylaw No. 2017-02
Re: 457 & 461 Nelson Avenue

51/2017

It was MOVED and SECONDED

THAT Council give second reading as amended and third reading to "Zoning Amendment Bylaw No. 2017-02";
AND THAT Council adopt "Zoning Amendment Bylaw No. 2017-02".

CARRIED UNANIMOUSLY

- 14.3 Zoning Amendment Bylaw No. 2017-04
Re: 251 Rigsby Street

52/2017

It was MOVED and SECONDED

THAT Council give second and third reading to "Zoning Amendment Bylaw No. 2017-04".

CARRIED UNANIMOUSLY

- 14.4 OCP Amendment Bylaw No. 2017-06
Re: The Ridge

53/2017

It was MOVED and SECONDED

THAT Council give second and third reading to "Official Community Plan Amendment Bylaw No. 2017-06";
AND THAT Council adopt "Official Community Plan Amendment Bylaw No. 2017-06".

CARRIED UNANIMOUSLY

- 14.5 Zoning Amendment Bylaw No. 2017-07
Re: The Ridge

54/2017

It was MOVED and SECONDED

THAT Council refer "Zoning Amendment Bylaw No. 2017-07" to staff for more information.

CARRIED UNANIMOUSLY

15. Land Matters:

- 15.1 Road Closure Bylaw (Government Street) No. 2017-01
Re: Part of Government Street beside Hospital

Delegations/Submissions: Nil

55/2017

It was MOVED and SECONDED

THAT Council give first, second and third reading to "Road Closure Bylaw(Government Street) No. 2017-01", a bylaw that closes a portion of Government Street east of the Penticton Regional Hospital to facilitate the land swap with Interior Health for required road widening.

CARRIED UNANIMOUSLY

15.2 Development Variance Permit PL2016-7783
Re: 1198 Government Street

Delegations/Submissions: Birte Decloux, agent, expansion to zero lot line removes dark gaps, crime prevention through design, consistent with existing laneway.

56/2017

It was MOVED and SECONDED

THAT Council approve "Development Variance Permit PL2016-7783" for Lot 1 District Lot 250 Similkameen Division Yale District Plan 39066, located at 1198 Government Street, a permit to decrease the minimum interior yard from 4.5m to 0m and to decrease the minimum rear yard when abutting a lane that abuts a residential zone from 6.0m to 3.0m.

AND THAT staff be directed to issue "Development Variance Permit PL2016-7783."

CARRIED UNANIMOUSLY

15.3 Temporary Use Permit Renewal
Re: 1830 Ridgedale Avenue

57/2017

It was MOVED and SECONDED

THAT Council extend the time frame of "Temporary Use Permit No. PL2016-7765", a permit to allow for the operation of a "rock crusher", on Lot 1, District Lot 2710, Similkameen Division Yale District, Plan 21103, located at 1830 Ridgedale Avenue, for an additional one and a half month period, ending on the 14th of March 2017, subject to the same conditions as the original permit:

- No processed materials are to leave the site
- The rock crusher is only permitted to be operated between the hours of 8 AM and 4 PM, Monday to Friday
- Appropriate dust control measures are to be taken at all times
- That a sound barrier (earth berm) is created to reduce noise around the crusher

CARRIED UNANIMOUSLY

16. Notice of Motion

17. Business Arising from Committee of the Whole

58/2017

It was MOVED and SECONDED

THAT Council support the bid and commit to hosting a 2019 FCM Board Meeting in Penticton.

CARRIED UNANIMOUSLY

59/2017

It was MOVED and SECONDED

THAT Council provide Current Taxi Ltd. with a letter of support to accompany their application to the Passenger Transportation Board.

CARRIED UNANIMOUSLY

18. Council Round Table

19. Public Question Period

20. Adjournment

60/2017

It was MOVED and SECONDED

THAT Council adjourn the Regular Council meeting held on Tuesday, February 7, 2017 at 7:25 p.m.

CARRIED UNANIMOUSLY

Certified correct:

Confirmed:

Dana Schmidt
Corporate Officer

Andrew Jakubeit
Mayor

Penticton Arena Task Force Meeting

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

Monday, January 9, 2017
at 6:00 p.m.

Present: Mayor Andrew Jakubeit
Helena Konanz, Councillor
Max Picton, Councillor
Andy Oakes, Okanagan Hockey Group Representative
Fred Harbinson – Veas Representative
Jamie Materi – Penticton Minor Hockey Association Representative
Mike Hopkin, Adult League Representative
Pam MacDonald, Dry Floor Representative
Trevor Buttenham, Figure Skating Representative
Stewart Ladyman, Member at Large
Frank Regehr, Member at Large
Bruce Millington, Member at Large
Neil Jamieson, Member at Large
Garth Astles, Member at Large
Ryan Schulz, Member at Large
Larry Lund, Member at Large

Staff: Bregje Kozak, Manager of Facilities
JoAnne Kleb, Community Engagement Officer
Anthony Haddad, Director of Development Services
Lori Mullin, Recreation & Culture Manager

1. Call to Order

The Mayor welcomed members and staff and thanked everyone for volunteering.

Mayor Jakubeit left the meeting at 6:02 p.m.

The Penticton Arena Task Force was called to order by Councillor Konanz at 6:03 p.m.

2. Task Force Member Introductions

Roundtable introductions were done by all members and staff.

3. Adoption of Agenda

It was **MOVED** and **SECONDED**

THAT the Penticton Arena Task Force adopt the agenda for the meeting held on January 9, 2017 as circulated.

CARRIED UNANIMOUSLY

4. Confidentiality, Conflict of Interest and Committee Overview

Confidentiality, Conflict of Interest and Commercial Electronic Message Consent Forms were distributed to members and collected. Those members that did not return the forms at the meeting are asked to bring them to the next meeting.

5. New Business

5.1 Terms of Reference

The Terms of Reference were reviewed as circulated. Discussion and questions followed on the mandate for the Penticton Arena Task Force.

5.2 Review Draft Timeline

The Manager of Facilities reviewed the proposed process and plan timeline, goals and objectives. Discussion and questions followed.

5.3 Arena Presentation

The Manager of Facilities presented a summary of Penticton's arenas, condition assessments, studies and reports completed and arena usage analysis for McLaren and Memorial arenas. Discussion and questions followed.

5.4 Additional Studies, Report or Resources Required

After presenting the information in item 5.3, the Manager of Facilities asked if any additional information was required by the Task Force. Members were asked to review the current information and provide feedback to the Manager of Facilities as soon as possible in regards to additional information that may be required as engaging additional contractors or consultants, if required, may need to go through a procurement process.

5.5 Communication and Community Engagement

The Communication Engagement Officer provided an overview of her role with respect to informing and engaging the public including the importance of being open and transparent and sharing information in a timely manner.

5.6 Site Tours

The Manager of Facilities stated site tours will be an important aspect to determining the best recommendations to bring forward to Council and confirmed the next meeting will include a tour of McLaren and Memorial arenas.

5.7 Meeting Frequency Discussion

The Chair questioned the Task Force regarding meeting every second week. Discussion followed and by consensus, the Penticton Arena Task Force agreed the meeting schedule was acceptable. The next meeting dates will be January, 23, February 6 & 20, 2017.

5.8 Scope of Next Meeting

The Manager of Facilities stated the next meeting will be held off-site to include a site tour of McLaren and Memorial arenas followed by a meeting at the Community Centre.

It was MOVED and SECONDED that the regularly scheduled Penticton Arena Task Force meeting to be held on January 23, 2017 be relocated to the Community Centre immediately following a site tour.

CARRIED UNANIMOUSLY

6. Appointment of Committee Chair & Vice Chair

It was MOVED and SECONDED

THAT Stewart Ladyman be appointed as Chair and Larry Lund be appointed as Vice-Chair for the Penticton Arena Task Force for the 2017 term.

CARRIED UNANIMOUSLY

7. Next Meeting

The next regularly scheduled meeting of the Penticton Arena Task Force will be January 23, 2016 at 6:00 p.m.

8. Adjournment

The Penticton Arena Task Force adjourned the meeting at 8:02 p.m.

Certified Correct:



Lorraine Williston
Corporate Committee Secretary

Penticton Arena Task Force Meeting

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

Monday, January 23, 2017
at 8:00 p.m.

Present: Helena Konanz, Councillor
Max Picton, Councillor
Andy Oakes, Okanagan Hockey Group Representative (via conference call)
Fred Harbinson – Veas Representative
Jamie Materi – Penticton Minor Hockey Association Representative
Mike Hopkin, Adult League Representative
Pam MacDonald, Dry Floor Representative
Trevor Buttenham, Figure Skating Representative
Stewart Ladyman, Member at Large
Frank Regehr, Member at Large
Bruce Millington, Member at Large
Neil Jamieson, Member at Large
Garth Astles, Member at Large
Ryan Schulz, Member at Large
Larry Lund, Member at Large

Staff: Bregje Kozak, Manager of Facilities
JoAnne Kleb, Community Engagement Officer
Lorraine Williston, Committee Secretary

1. Call to Order

The Penticton Arena Task Force was called to order by the Chair at 7:44 p.m.

2. Adoption of Agenda

It was MOVED and SECONDED

THAT the Penticton Arena Task Force adopt the agenda for the meeting held on January 23, 2017 as circulated.

CARRIED UNANIMOUSLY

3. Adoption of Minutes

It was MOVED and SECONDED

THAT the Penticton Arena Task Force adopt the minutes of the January 9, 2017 meeting as circulated.

CARRIED UNANIMOUSLY

4. Business Arising from Prior Meetings

4.1 Review of Studies and Reports – Feedback from Task Force Members

The Manager of Facilities noted she has received emails from some members and asked that if anyone had any further feedback or comments regarding any additional information or reports/studies that should be done to forward those to her, including any questions you may have regarding any of the documents as well.

5. New Business

5.1 Reading List Prioritization

The Manager of Facilities reviewed the reading list of documents and studies and requested the Task Force read the building condition summaries for the next meeting. The Arena Upgrade/Replacement Opinion of Probable Costs will follow.

The Manager of Facilities stated this Task Force's first priority is to confirm the number of ice surfaces required before the needs and locations can be determined. The Arena Needs Analysis was reviewed. Questions and concerns were raised about the costs noted in the reports and if they were accurate. The Manager of Facilities stated current costs are noted in the updated summary and discrepancies can occur if additional information and details are provided or if the original costs were based on visual inspections only. Costs will increase the deeper you look into issues. Staff will have a closer look at all the numbers. The Manager of Facilities reiterated that we need to come to some decisions first as to what our needs are before looking at certain aspects of each facility. Our objective is to validate the need for four functional arenas as per the recommendation made by the consultant. Before the consultants can be asked for a more accurate cost estimate, we need to determine our needs.

Discussion and questions followed on how much useable ice and dry floor time there is throughout the year in the existing buildings and how much is pushed to outside communities. The Chair also questioned whether soccer has been analyzed to this extent. Staff stated research regarding soccer use has been done by the consultant for the Parks & Recreation Master Plan through the Parks & Recreation Master Plan Steering Committee and is a part of their mandate not the Penticton Arena Task Force. The Dry Floor representative brought forth concerns over rental rates noting the cost to rent the soccer Sportsplex is \$160 per hour versus \$36-\$44 per hour for McLaren and Memorial Arenas respectively, and questioned why there is a huge cost difference. Staff stated although the City owns the building, it is leased and ran by the Pinnacles Soccer Club. Staff to look into the rental arrangement and report back to the Task Force. It was also noted the Curling Club is a similar scenario. Discussion followed on ceiling heights needed for lacrosse and if there were regulations or guidelines for ceiling heights. Staff suggested a survey from within the Task Force be done before any needs can be determined for example, number of surfaces, size of ice surface, how many dressing rooms, dedicated dressing rooms, amount of spectators and what kind of amenities needed for example fitness rooms, meeting rooms, multipurpose rooms, ideal locations.

Discussion and questions followed regarding the arena ratio charge and funding and if the City of Penticton should consider two tiered pricing. The Manager of Facilities stated this topic can be expanded on when the financials are reviewed.

Discussion followed on the Okanagan Hockey Group's use of ice time and it was noted they have built their program using non-prime ice time. School districts are no longer using ice time like they used to. The Community Engagement Officer stated she will send out the survey to the Task Force and provide an area for additional comments.

5.2 Work Plan – Timeline and Deliverables

The Manager of Facilities reviewed the timeline noting we are still in the first phase. The Needs Analysis will be next. One question that needs to be answered is what does a functional arena mean to you. Staff to forward a copy of the Work Plan in larger format for easier reading.

5.3 Cost Discussion – Capital vs. Life Cycle Costing

Item tabled to the next meeting. The Manager of Facilities explained that life cycle costing includes the total cost of ownership over a facilities life that includes initial costs and disposal costs. This is a very high level analysis.

5.4 Community Engagement Strategy Discussion

The Community Engagement Officer stated her approach to community engagement is to run a successful process that leads to community support for recommendations and noted we want to give the public all the information they need to make an informed decision. The process, community stakeholders and key strategies were reviewed including the community engagement plan over the next several months.

The Community Engagement Officer stated she will be providing Q&A and Fact sheets for the Task Force members on a regular basis to provide them with information to discuss with their networks and will be organizing public meeting tours and special meeting tours for heritage and key influencers. The Task Force was asked if there were anything missing. Suggestions included inviting the media to meetings and also to be aware of the age demographics in Penticton.

6. Next Meeting

The next regularly scheduled meeting of the Penticton Arena Task Force will be February 6, 2017.

7. Adjournment

The Penticton Arena Task Force adjourned the meeting at 8:53 p.m.

Certified Correct:



Lorraine Williston
Corporate Committee Secretary



Request to Appear as a Delegation

Preferred Council Meeting Date: 21 February 2017

Second choice(s): (sorry leaving country march 3 -)

Subject matter: Exploitation in South Okanagan

Name of person(s) making presentation:

Debbie Scarborough

Address: 102-1027 Westminister Ave W Phone:

Penticton V2A 1L4 Email:

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

To provide an update on
the work SOWINS is doing
in partnership around the
exploitation of individual
in the South Okanagan +
Smilkaneeen.

Please note:

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

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

Phone: 250-490-2405
Fax: 250-490-2402
dana.schmidt@penticton.ca

Memorandum

penticton.ca

To: Mayor and Council
From: Dana Schmidt, Corporate Officer
Date: Feb 28, 2017
Subject: **Reconsideration - Appeal of Denial of Non-Profit Registration**

February 7th, Council made the following motion:

39/2017

It was MOVED and SECONDED

THAT Council receive this report for the purpose of considering whether to uphold the decision of the City's Building and Permitting Manager to deny the non-profit registration application for the Association for Medical Marijuana Awareness (Society #S0066324), as set out in the December 23, 2016 letter;

AND THAT after providing Mr. Jukka Laurio, owner and operator, or his representative with an opportunity to be heard regarding the denial of his non-profit registration application:

Council denies the appeal for a non-profit registration to the Association for Medical Marijuana Awareness.

CARRIED UNANIMOUSLY

Mr. Laurio was not in attendance as he mistakenly believed the appeal would be heard at 6pm. Staff recommend that after allowing the appellant an opportunity to be heard, Council exercises its authority to reconsider resolution 39/2017 to protect the interest of the City and its ratepayers.

Council Report

penticton.ca

Date: February 7, 2017
To: Peter Weeber, Chief Administrative Officer
From: Ken Kunka, Building and Permitting Manager
Subject: **Appeal of Denial Non-Profit Registration.
Association for Medical Marijuana Awareness**

File No: CIVIC

Staff Recommendation

THAT Council receive this report for the purpose of considering whether to uphold the decision of the City's Building and Permitting Manager to deny the non-profit registration application for the Association for Medical Marijuana Awareness (Society #S0066324), as set out in the December 23, 2016 letter;

AND THAT after providing Mr. Jukka Laurio, owner and operator, or his representative with an opportunity to be heard regarding the denial of his non-profit registration application:

Council denies the appeal for a non-profit registration to the Association for Medical Marijuana Awareness.

OR

Council grants a non-profit registration to the Association for Medical Marijuana Awareness.

Background

On December 19, 2016 Mr. Laurio made application on behalf of the Association for Medical Marijuana Awareness (Society #S0066324) for a non-profit registration to be located at 256 Westminster Ave W. The description of the organization was noted for the purpose to collect, organize and disseminate information regarding medical cannabis products (Application – Attachment A).

Previously, on December 06, 2016 Council denied the Temporary Use Permit (PL2016-7748) application for Herbal Greens, operated by Mr. Laurio, which is located in the same address as the proposed non-profit. Staff can confirm that at the time of the creation of the report, Mr. Laurio continues to operate the cannabis dispensary and staff has engaged in escalating enforcement.

Initially, staff reviewed the non-profit application and determined that non-profit could not be supported for conducting operations to dispense cannabis products and a letter was issued to inform Mr. Laurio of Council's decision to deny the Temporary Use Permit and that continued operation was in violation of City regulations. The letter also outlined the denial of the non-profit registration and appeal process as outlined in City of Penticton Non-Profit Registration Bylaw No. 2011-47 (Denial Letter – Attachment B). After further discussion with Mr. Laurio staff learned and verified that the Society was to operate separate to the Herbal

Green dispensary in the rear of the building (Photos – Attachment C). In order to get to the non-profit office, patrons would be required to gain access through the illegal dispensary.

City Regulations - Non Profit Registration Bylaw 2011-47

3.0 Authority

3.2 The Primary Premises from which an applicant for a Non-Profit Registration proposes to carry on or conduct any Non-Profit Organization in respect of which a Non-Profit Registration is required to be held pursuant to this Bylaw, shall comply with all relevant Bylaws of the City before a Non-Profit Registration is granted; and the applicant shall upon request produce such certificates or letters of approval as may be required by Federal, Provincial or City authorities with respect to the Non-Profit Organization.

12.0 APPEAL OF DECISION OF MANAGER

12.1 Any Person, who wishes to appeal a decision of the Manager, as it pertains to the authority exercised by the Manager under this Bylaw, may appeal to have Council reconsider the decision by giving written notice of appeal to the City Clerk. Such written notice of appeal shall state the grounds upon which the appeal is made. Upon receipt of a written notice of appeal the City Clerk shall set a time and a place for a hearing of the appeal pursuant to the Delegations section of the Procedure Bylaw. After hearing the appeal, Council may confirm, vary or set aside such decisions made by the Manager, as it may deem appropriate.

Financial implication

If Council upholds denial of the non-profit and the Society conducts operations, staff will engage escalating enforcement requiring continued and ongoing use of City resources and legal expenses for injunctive action.

Analysis

Staffs decision to not grant a non-profit registration is as follows:

1. Section 3.2 of Bylaw 2011-47 requires that the "Primary Premises" from which the applicant for non-profit registration status proposes to carry on its activities must comply with City Bylaws;
2. The Primary Premises mentioned in the application are currently being used as a marihuana dispensary which is contrary to federal law, and is also contrary to the City's Zoning Bylaw;
3. The operator of the marihuana dispensary at the Primary Premises applied for a TUP to allow the use on a temporary basis, which Council refused;
4. Mr. Jukka Laurio is one of the applicants named in the application form, and the proposed activities of the applicant may be related to the operation of the dispensary;
5. The Primary Premises contain no areas from which the applicant could operate separately from the activities of the dispensary;
6. Issuing the registration would give the appearance that the City has approved all activities currently taking place on these premises;
7. Until the use of the Primary Premises complies with City Bylaws, business licences for other applications for uses within the Premises should be refused.

The Non-Profit Registration Bylaw provides Council with the authority to uphold refusal of the non-profit registration. Council can take into account this report and all other information presented at the appeal hearing, and may consider whether there are reasonable grounds for not supporting the application of the Association for Medical Marijuana Awareness (Society #S0066324) non-profit registration.

In conclusion, and subject to Council’s consideration of all information presented at the hearing, staff requests that Council consider denying the appeal for the non-profit registration for the Association for Medical Marijuana Awareness (Society #S0066324).

Alternate recommendations

- 1. THAT Council supports the Association for Medical Marijuana Awareness (Society #S0066324) application for non-profit registration;

AND THAT Council direct staff to bring back, for Council review, the request for a Temporary Use Permit for the proposed use.

- 2. THAT Council refer back to staff for further review as specified by Council.

Attachments

Attachment A – Non-Profit Organization Registration Application


Attachment B – Letter of Denial – December 2016

Attachment C – Photos of proposed office location

Respectfully submitted,

Ken Kunka ASCT, RBO
Building and Permitting Manager

Approvals

<p>Director</p> 	<p>Chief Administrative Officer</p> <p>PW</p>
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ATTACHMENT A
NON-PROFIT APPLICATION

Development Services
171 Main Street
Penticton BC V2A 5A9
Phone: 250-490-2488
Fax: 250-490-2502

12:21 pm
RECEIVED
DEC 19 2016



Organization #: _____
(If applicable)
Society #: 50066324

NON-PROFIT ORGANIZATION/EXEMPT LICENCE REGISTRATION

The undersigned hereby is registering a Non-Profit Organization or an Exempt Licence within the City of Penticton, according to the following particulars and in accordance with the description as described below only:

NAME OF ORGANIZATION: Association for Medical Marijuana Awareness

NAME OF OWNER(S): (1) Rebecca Thompson, Jukka Laurio, Carmen Gamache,
(2) Jodi Constantineau, Carla Bell

LOCATION OF ORGANIZATION: 256 Westminster Ave W. POSTAL CODE: V2A 1N9

MAILING ADDRESS (if different than location): PO Box 23047

CITY: Penticton PROVINCE: BC POSTAL CODE: V2A 8L7

DESCRIPTION OF ORGANIZATION: collect, organize and disseminate information regarding medicinal cannabis products

PHONE #: 250-462-3772

EMERGENCY CONTACT NAME: Jukka Laurio PHONE #: 250-462-3772
(IN CASE OF A FIRE)

- 1) Will you be doing any renovations to the building? No
If "Yes" a building permit may be required. Please call (250) 490-2501 for more information.
- 2) Will you be putting up or changing any signage? Yes
If "Yes" a sign permit may be required. Please call (250) 490-2501 for more information.

Please note that tax exemption forms (when applicable) will be forwarded by the Finance Department.
Please contact the Finance Department directly at (250) 490-2484 if you have questions regarding tax exemptions.

SIGNATURE OF OWNER/AGENT: _____ DATE: 12/16/16

*Combination with illegal activity - Council support / Not Support
↳ TUP ↳ ENT*

ATTACHMENT B
LETTER OF NON-SUPPORT



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

December 23, 2016

HAND DELIVERED

Jukka Laurio
Herbal Green Apothecary
256 Westminster Ave W
Penticton BC V2A 1J9

Re: Marihuana Dispensary Operation – Herbal Greens – 256 Westminster Ave W

Please be advised that on December 6th, 2016 at Regular Council meeting, **it was MOVED and SECONDED**

548/2016 THAT Council deny "Temporary Use Permit PL2016-7748", a permit permitting the use 'marijuana dispensary' in the C6 zone on Lot 7, District Lot 4, Group 7, Similkameen Division Yale (Formerly Yale Lytton) District, Plan 871, located at 256 Westminister Avenue W.

CARRIED UNANIMOUSLY

As your business remains in operation without a Temporary Use Permit or Business license, you currently in violation of City regulations and if you continue to remain in operation as of December 29th, 2016 escalating enforcement action will be taken including fines and injunctive action. The primary purpose of this prosecution is not to financially penalize your business, but to obtain bylaw compliance.

Please be advised that we have reviewed your non-profit application and after obtaining clarification from legal counsel it has been determined that your current "for-profit" retail operation would not qualify as a "non-profit" organization defined within Non-Profit Registration Bylaw No.2011-47. As outlined within the Bylaw you have the right to appeal this decision under Section 12.1 of the Bylaw.

12.0 APPEAL OF DECISION OF MANAGER


12.1 Any Person, who wishes to appeal a decision of the Manager, as it pertains to the authority exercised by the Manager under this Bylaw, may appeal to have Council reconsider the decision by giving written notice of appeal to the City Clerk. Such written notice of appeal shall state the grounds upon which the appeal is made. Upon receipt of a written notice of appeal the City Clerk shall set a time and a place for a hearing of the appeal pursuant to the Delegations section of the Procedure Bylaw. After hearing the appeal, Council may confirm, vary or set aside such decisions made by the Manager, as it may deem appropriate.



Please contact the Corporate Administration office at (250) 490-2405 or dana.schmidt@penticton.ca if you wish to appeal this decision.

We thank you in advance for your cooperation.

Yours truly,



Ken Kunka ASCT, RBO
Building and Permitting Manager
City of Penticton

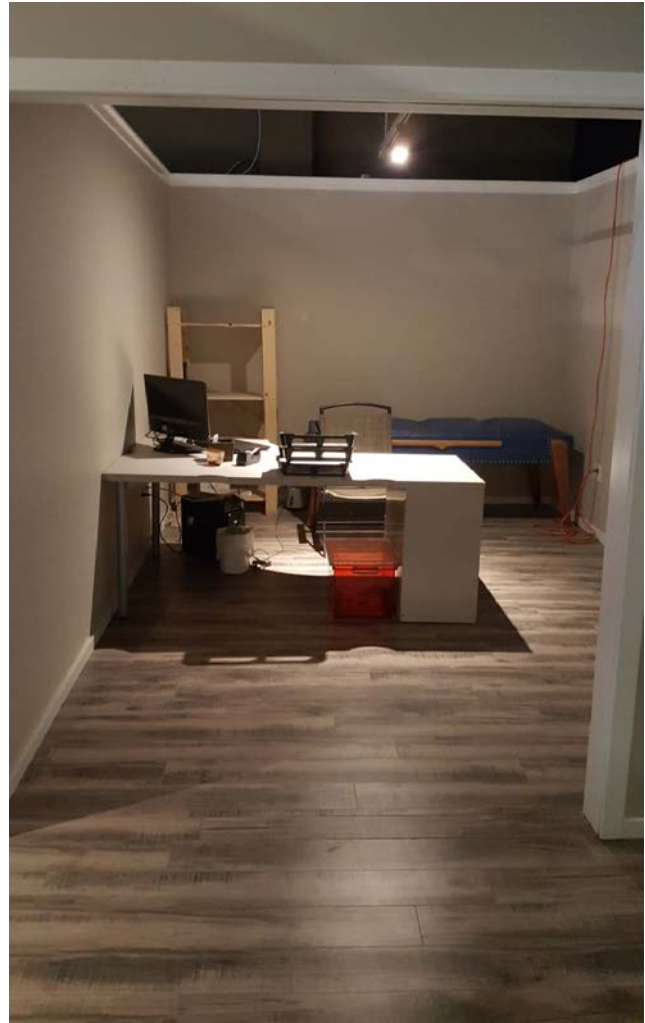
Cc: Tina Siebert – Bylaw Enforcement Supervisor
Dana Schmidt – Corporate Officer
Property Owner – AST & AST Enterprises Inc./AI Astorino

For office Use: ADDRESS\Westminster Ave W\256\BYLAW\2016-12-20-256 Westminster Ave W.docx

ATTACHMENT C
OFFICE PHOTOS



Area from Dispensary Area looking to Non-profit office



Proposed Non-Profit Location

Council Report

penticton.ca

Date: February 28, 2017
To: Peter Weeber, Chief Administrative Officer
From: Ken Kunka, Building and Permitting Manager

File No: 651 Main St.

**Subject: Appeal Suspension /Cancellation of Business Licence
"The Whole"**

Staff Recommendation

#1.

THAT Council receive this report for the purpose of considering whether:

- a) the suspension of the City of Penticton business licence for the Whole (City of Penticton Business Licence No. 111395), as set out in the January 25, 2017 letter from the City's Building and Permitting Manager, should be upheld; and
 - b) whether the business license for the Whole at 651 Main Street, Penticton, BC, should be cancelled;
- AND THAT Council provide Ms. Carrie Lee Walker, owner and operator, or other representative of the Whole, with an opportunity to be heard in relation to this report and the recommendations contained in it.

#2.

THAT after providing Ms. Carrie Lee Walker, or other representative of the Whole, with an opportunity to be heard by Council, Council resolve:

- To uphold the suspension of the City of Penticton business licence for the Whole (City of Penticton Business Licence No. 111395);
- AND
- To cancel the City of Penticton business licence for the Whole (City of Penticton Business Licence No. 111395)
- OR
- To reinstate the City of Penticton business licence for the Whole (City of Penticton Business Licence No. 111395) and allow operations to continue.

Background

On September 30, 2016, The Whole (BL#111395), operated by Ms. Carrie Lee Walker, applied for a City of Penticton Business Licence to operate a business at 651 Main Street. The business description in the business licence is "*Youth Centre – live music, sports activities and rentals with small retail sales*".

On January 25, 2017 a letter from the City's Building and Permitting Manager was hand delivered to Ms. Walker at the Whole, advising that the business licence was suspended due to nonpayment of licence and that the City could not re-consider re-issuing a licence due to the numerous complaints received

(Attachment A – Suspension Letter). In order to re-consider reissuance of the licence, the operator would be required to appeal before City Council as outlined within section 13.1 of City of Penticton Business Licence Bylaw No. 2012-5020. Ms. Walker subsequently requested an appeal to Council of the Building and Permitting Manager's decision.

The following list is an overview of events leading to the suspension of the business licence as outlined in the January 25, 2017 letter:

September 30, 2016 - Ms. Walker submitted an application for a Business Licence to operate a business within a storefront front space located at 651 Main Street (Attachment B – Application) under the name The Whole, with the purpose of a youth activity center. Upon an initial review of the application, Development Services staff raised concerns regarding the age of the clientele and if this was a new society acting as support group for youth outreach. The operation was a change of use from retail-business to public assembly and staff deemed that a site inspection would be required in order to determine if building permits would be required for the change in use. Over the course of the next several weeks, city staff attempted to organize a site safety inspection with the Fire Department and Ms. Walker to assess the appropriateness of the proposed change of use.

October 12, 2016 – Complaint received regarding late night disturbances in alley. Bylaw Case file CFS154200 created.

October 28, 2016 - A joint inspection by building inspector and fire inspector officer was conducted to review business activity 651 Main Street. It was observed that a business was already operating in contravention of the Business Licence Bylaw (no business licence had been issued) and that several liquor events had taken place under a Special Occasion Licence (SOL).

A number of safety and public amenity issues were noted for the operator to attend to as soon as possible and a temporary 30 day licence was issued. Over the course of the next few weeks staff guided the operator regarding the required remedial work to continue operating and staff tried to clarify the actual business model and if sale of alcohol was allowed. It was determined that business was orientated to young adults who could use an indoor skateboard ramp (rental and lessons), games area and enjoy live music events. Discussions with LCLB determined that the issuance of Special Occasion Licences for liquor sales was in contravention of LCLB regulations as the Whole was not a society and could not apply for SOL events.

November 25, 2016 – the conditional business licence was extended with conditions of no alcohol service and no operations past midnight. Staff informed Ms. Walker of the complaints received about her business operations and that the City was not adverse to the skate board operations but had to deal with the nuisances being created for the neighbouring properties.

December 8th and 15th, 2016 – City staff attended at the premises for re-inspections and noted deficiencies outstanding, including electrical certification.

December 20, 2016 – City staff attended the site and confirmed outstanding works were substantially completed. Business Licence approved and awaiting payment. Concerns related to the possibility of someone staying overnight were reviewed.

December 30, 2016 – After receiving further complaints about the noise levels, patrons in the alley, possible alcohol consumption and overnight occupancy, the Building and Permitting Manager sent a warning letter to Ms. Walker regarding the nuisance complaints and possible suspension if questionable business activities continued (Attachment C – Dec 30/16 letter).

January 10, 2017 –Local area petition (10 residents) received regarding the ongoing concerns related to The Whole business operations (Attachment D – petition).

January 20, 2017- a number of additional complaints were received and it was discovered that the payment of the licence had still not been received. Additionally staff had also received information from the RCMP that they continue to monitor the business operations.

January 25, 2017 – written notice hand delivered to site regarding lack of payment and pending suspension of licence to be considered by Council.

January 31, 2017 – Ms. Walker sent notification of appeal request (Attachment E) and provided further information about her business activities with comparisons to similar business operations such as the Nelson and District Youth Centre Skate Park. Ms. Walker has also noted that she believes she has been harassed by some of the complainants and not given a chance to fully establish her operations.

Bylaw Enforcement complaint history

To date, the Bylaw Services Department has received numerous complaints regarding noise, drunkenness and other disorderly conduct by patrons. A summary of the Bylaw Enforcement engagement has been recorded as Attachment F – Bylaw Enforcement Summary.

A review of The Whole Facebook page appeared to indicate that alcohol was being consumed and this information was forwarded to the RCMP and LCLB for further investigation.

City Regulations – Business Licence Bylaw No.2012-2050

Business Licence Bylaw No. 2012-5020 ensures that businesses are operating in compliance with the City's Zoning Bylaw, conform to safety regulations for workers and patrons, and that the operation of a business does not become a nuisance to surrounding businesses and residences.

Section 3.3 of the Business Licence Bylaw states:

All Premises from which an applicant for a Business Licence proposes to carry on or conduct any Business in respect of which a Business License is required to be held pursuant to this Bylaw, shall comply with all relevant Bylaws of the City before a Business Licence is granted; and the applicant shall upon request produce such certificates or letters of approval as may be required by Federal, Provincial or City authorities with respect to the Business.

Business Bylaw No 2012-5020 – Refusal, Suspension or Cancellation of Business Licence

Under the *Community Charter*, section 60(2), a business licence may be suspended or cancelled for reasonable cause. Before council considers suspending or canceling a business licence, council must give the licence holder notice of the proposed action and an opportunity to be heard (*Community Charter* section 60(3)).

The *Community Charter* authorizes Council to delegate the authority to suspend or cancel a licence (section 60(4)), but in that case the holder of the licence is entitled to have Council reconsider the matter (section 60(5)).

The Business Licence Bylaw includes the following provisions:

- 12.2 A Business Licence may be suspended or cancelled, by the Manager or Council, for reasonable cause including, but not limited to, failure to comply with a term or condition of a Business License or failure to comply with this or any other Bylaw of the City.
- 12.3 Before suspending or canceling a Business Licence, the Manager shall:

12.3.1 give written notice to the holder of the Business Licence indicating that the Business Licence is suspended or cancelled and that the Business must cease operation within 7 days of the date of the written notice. The written notice shall indicate the reasons for the suspension or cancellation and provide instructions to the Business Licence holder for the removal of the suspension or cancellation of the Business Licence.

12.3.2 give the date and time of a show cause hearing and invite the Business Licence holder to attend the hearing to speak before Council regarding the suspension or cancellation of the Business Licence.

- 13.1 Any Person, who wishes to appeal a decision of the Manager as it pertains to the authority exercised by the Licence Inspector under this Bylaw, may appeal to have Council reconsider the decision by giving written notice of appeal to the Corporate Officer. Such written notice of appeal shall state the grounds upon which the appeal is made. Upon receipt of a written notice of appeal the Corporate Officer shall set a time and a place for a hearing of the appeal pursuant to the Delegations section of the Procedure Bylaw. After hearing the appeal, Council may confirm, vary or set aside such decisions made by the Licence Inspector, as it may deem appropriate.

Financial Implications

Continued nuisance complaints from members of the public and surrounding businesses related to The Whole may require continued and ongoing use of City resources.

Analysis

Subject to Council's consideration of all information presented at the hearing, staff requests that Council consider cancelling the business licence until the operator can guarantee her operations will be run in conformance to municipal and provincial regulations or that a more suitable location can be obtained in a location having a lesser impact to surrounding businesses and residences.

Ms. Walker has provided an appeal of the previous suspension decision (Attachment E) outlining that:

- The Licence Inspector is erroneous in his conclusion that activities are taking place at The Whole and is biased to the skate boarding activities
- The business fulfills a need in the community for youth and young adults,
- harassment by residents and city staff,
- The end consumers have a legal entitlement to whatever products they are purchasing.

Council may receive additional information from Ms. Walker in support of her position at the hearing.

Both the Business Licence Bylaw and the *Community Charter* provide Council with the authority to suspend or cancel a licence for reasonable cause. "Reasonable cause" has been interpreted in previous court decisions as including the presence of criminal activity on the premises, and negative impacts of the business, including undesirable behavior by the customers of the business, on neighbours and the surrounding community. The January 25, 2017 decision to suspend the business licence was based on the lack of business licence fee payment, the potential sale of alcohol and the numerous nuisance complaints received to date. Rather than deciding whether the January 25, 2017 licence suspension decision should be upheld, Council may instead take into account this report and all other information presented at the hearing, and may consider whether there are reasonable grounds for cancellation of the business licence for the Whole.

The pros of cancelling the business licence are:

- The City will show that there is a consequence for non-compliance with City of Penticton bylaws.
- The City will show that it does not support the operation of unlawful business activities (alcohol service).
- The City has shown due diligence in taking steps to attempt to achieve compliance with City bylaws.
- The City will be setting policy and precedent for dealing with other non-compliant and unlawful operations within the City.

The cons of allowing the current business operations to continue are:

- Disgruntled/discouraged business owners who choose to comply with City bylaws.
- Potential for increase in nuisances in the community.
- Potential exposure to claims for failing to enforce licensing requirements in the event that a consumer or neighbouring property is negatively affected.
- Taking similar action against other businesses operating in violation of City regulations will become more difficult.

Alternate recommendations

1. Refer back to staff for further review as specified by Council.


Attachments

- Attachment A – Jan 25, 2017 – Suspension letter
- Attachment B – Original business licence application
- Attachment C – December 30, 2016 – warning letter
- Attachment D – Complaint
- Attachment E – Operators appeal
- Attachment F – Bylaw Services Summary

Respectfully submitted,

Ken Kunka
Building and Permitting Manager

Approvals

<p>Director</p> 	<p>Chief Administrative Officer</p> <p>PW</p>
---	---

Attachment A
January 25, 2017 Suspension Letter



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

January 25, 2017

HAND DELIVERED

Carrie Lee Walker
The Whole
651 Main Street
Penticton BC V2A 1J9

COPY

Dear Ms. Walker,

Re: Notice of Suspended Business Licence – The Whole - 651 Main Street

Please be advised that a review of our files indicates that payment of the Business Licence has not been received to date. Your business licence has been suspended due to failure of payment.

Also, as the City has continued to receive nuisance complaints related your business operations we will not consider re-issuing the business licence until your operations can be reviewed before City Council.

13.0 APPEAL OF DECISION OF LICENCE INSPECTOR

13.1 Any Person, who wishes to appeal a decision of the Manager as it pertains to the authority exercised by the Licence Inspector under this Bylaw, may appeal to have Council reconsider the decision by giving written notice of appeal to the Corporate Officer. Such written notice of appeal shall state the grounds upon which the appeal is made. Upon receipt of a written notice of appeal the Corporate Officer shall set a time and a place for a hearing of the appeal pursuant to the Delegations section of the Procedure Bylaw. After hearing the appeal, Council may confirm, vary or set aside such decisions made by the Licence Inspector, as it may deem appropriate.

Please contact the Corporate Administration office at (250) 490-2405 or dana.schmidt@penticton.ca if you wish to appeal this decision. Continuing to operate your business without Council support within **30 days** will result in cancelation of your business licence and escalating enforcement action.

Yours truly,

Ken Kunka ASCT, RBO
Building and Permitting Manager
City of Penticton

Cc: Tina Siebert – Bylaw Enforcement Supervisor
Northeast Properties Ltd – Property Owners

For office use: N:\city\ADDRESS\Main St\651\BUSINESS LICENCE\2017-01-25 The Whole - Notice of Suspension.docx



**Attachment B
Business Licence Application**



RECEIVED
CITY OF PENTICTON
OCT 17 2016

Business Licence Application

171 Main St. | Penticton B.C. | V2A 5A9
www.penticton.ca | 250-490-2488
businesslicences@penticton.ca

penticton.ca

Type of application (check all that apply)	Cost
<input checked="" type="checkbox"/> Commercial location <input type="checkbox"/> Location outside of Penticton limits <input type="checkbox"/> Home occupation <input type="checkbox"/> Bed & breakfast (in the home) <input type="checkbox"/> Rental Property - Secondary Suite or Apartment Building	\$175/ year to do business in Penticton <i>0011,395</i>
<input type="checkbox"/> Vacation rental	\$175 licence + \$200/ year tourism fee
<input type="checkbox"/> Seasonal - 6 month <input type="checkbox"/> Seasonal - 1 month <input type="checkbox"/> Special Event	\$100/ 6 month or \$35/ 1 month
<input type="checkbox"/> Intercommunity business licence (if you work in all of the Okanagan)	\$150/ year + \$175 Penticton licence fee

Owner Information

Name: <i>Carrie Lee Walker</i>	E-mail address: [REDACTED]
	Phone #: [REDACTED] Cell #: [REDACTED]
Mailing address: [REDACTED]	City: <i>Penticton</i> Bus: <i>236-422-3220</i>
	Province: <i>BC</i> Postal code: [REDACTED]

Owner Information (for multiple owners)

Name:	E-mail address:
	Phone #: Cell #:
Mailing address:	City:
	Province: Postal code:

Business Information

Legal name of company: *The Whole*

Doing business as (trade name):

Business phone #: Business website:

Location of business: *51 main street (CS)*

Mailing address (if different from above):

City: Province: Postal code:

Business description: *indoor state-of-the-art, ramp. musicians Entertainment, retail's sales. shirts, hats sporting equipment*
Youth Activity Center

Online E-Directory Listing - Would you like your business name, phone number, description & website included in our E-Directory on the Penticton.ca website? Yes No

Local Live Bands

Business information continue

Please describe your products, particularly the most popular. What do you do or sell?

Sport and activity Rentals, Entertainment, small retail sales

NAICS code (leave blank if unknown):

The North American Industry Classification System (NAICS) is the standard used by Federal statistical agencies in classifying business establishments for the purpose of collecting, analyzing, and publishing statistical data.

For trades

Plumbing #: _____ Fire Suppression #: _____
Gas #: _____ Electrical #: _____

For rental accommodations (including B&Bs, vacation rentals, secondary suites, RV parks & campgrounds)

How many rooms (or campsites) are available for rent?

For home occupations

Total Sq. ft. of residence: _____ Sq. ft. of business area: _____

How many non-resident employees will you have?

Emergency contact/ out of office - Emergency contacts are very important. The City would use these to provide timely information about urgent service disruptions or evacuations. Make sure the numbers you provide are best for out of hours contact.
Please refer to [Business and Occupancy Licenses](#) for the FPP act.

Name: _____ Phone #: _____

E-mail address: _____ Cell #: _____

Permits

1. Will you use a commercial vehicle to deliver goods, move between job sites, or complete other business activities?
 Yes No If you answered yes, you may require a Commercial Vehicle Decal.
2. Will you be doing any renovations to the building?
 Yes No If you answered yes, you may require a Building Permit.
3. For public safety, signs mounted to the building exterior require professional installation and permits. Are you adding a new sign?
 Yes No If you answered yes, you may require a Sign Permit.

Please note: Interior Health approval will be required for business' operating as daycares, food retail or personal services (i.e. tattoo shops, tanning salons, hair salons, therapists, etc)

Data collection

of Penticton employees: Fulltime 1 Part-time 1 Seasonal 3 Do you expand seasonally? yes

Where are your customers? Local Regional Provincial National International

Permissions

CASI & Electronic City Communication - I understand that from time to time my organization may receive informational email messages related to doing business in the City of Penticton.

I agree I would not like to receive these messages

The Chamber of Commerce - If you would like the Chamber to connect with you about membership, please let us know.

Share my info with the Chamber No, thank you

For more information about the collection, use & disclosure of your personal information under the FPP Act, contact Corporate Services 250-490-2405

Acknowledgement

I hereby make application for a licence in accordance with the particulars as stated in this application, and declare the information in the application to be true and correct. I undertake to supply to the Licence Inspector all documents requested by this or any other Federal, Provincial or Local Government Act or Regulations. I undertake to comply with all present and future Bylaws of the City of Penticton. I also understand, payment of the business licence fee in advance does not guarantee approval of the licence and I cannot commence business until such time as a business licence has been approved and issued.

Date: Sept 30 2016 Name: Carrie Lee Walker Signature: [Signature]

Attachment C
December 30, 2016 – warning letter



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

December 30, 2016

COPY

Carrie Lee Walker
The Whole
651 Main Street
Penticton BC V2A 1J9

Dear Ms. Walker

Re: 651 Main Street – Complaints regarding business operations

Please be advised that a recent site investigation, December 20, 2016, has concluded that persons may be residing overnight in the basement area of the unit, which is not permitted. Continued use of the basement area for overnight habitation is in violation of both Zoning and Building Bylaw regulations requiring building permit approval and must cease immediately.

Also, the City has received continuous complaints regarding the late night activities taking place and concerns related to the sale of alcohol without proper approvals through the RCMP and LCLB. Please note that further nuisance complaints or confirmation that liquor is being sold on premise without proper approvals will result in the suspension and possible cancellation of your business licence.

Yours truly,



Ken Kunka ASCT, RBO
Building and Permitting Manager
City of Penticton

Cc: Tina Siebert – Bylaw Enforcement Supervisor

For office use: N:\city\ADDRESS\Main St\651\BUSINESS LICENCE\2016-12-20 The Whole Suspension Notice.docx

**Attachment D
Complaint (10 signatures)**

January 5, 2017



SCANNED/SAVED

We, the undersigned, strongly object to The Whole, 651 Main St., Penticton, in their attempt to obtain a Business License for the following reasons:

1. They do not open the front door, they enter through the laneway entrance.
2. Their hours of operation conflicts with our ability to live peacefully
3. They put their trash on other properties up and down the lane.
4. The Whole is directly across the lane from an 18-unit apartment building, in which some of us reside. The noise level coming out of The Whole at all hours up to and including 2AM, resulting in local RCMP being dispatched. Whoever was in there refused to answer.
5. Alcohol being sold and/or consumed on the premises.

This is a residential neighborhood and we would like our peace and quiet respected. By solving the above issues as per The Good Neighbor policy in Penticton.

NAME

ADDRESS

SIGNATURE

Attachment E Operators Appeal Request

To the corporate officer, Dana Schmidt dana.schmidt@penticton.ca

The grounds for appealing

Concern: bill not paid

- asked Shirley for online payment details before the letter arrived and was told to wait
- Penticton city website is hard to navigate and I was unable to find the payment page
- only received on Monday before expiration. (4 days)
- scheduling conflicts with Carrie's day job limited the available time to visit city hall in person
- currently waiting on decision of the council

Concern: Nuisance complaints

- not the only live music on the street or the block.
- live music was stated in my application
- within the Penticton Downtown business district
- shutting down well within our allotted time of 12am. (including live music nights on Saturday)
- refraining from using the back access as often as possible, due to fear of further escalation.
- being blamed for noise coming from the cold snap shelter running out of the back door at Cheers church.
- on going RCMP file due to escalating threats from the man who "Owns" the alley. AKA Hal threats of physical harm to self and support at the center
- dead animal and threatening note left on vehicles of those related to the center
- following me to work (Safeway) and harassed me while I was on shift
- threats to end my employment at Safeway

Adverse city officials

- Ken Kunka has self-professed doubt in the activities without ever stepping in to see them
- many times I've told Ken that I am NOT a children specific center and that the government recognizes youth to be from ages 14-29.
- obscene permitting requirements when other recently opened business have not been subject to these same stipulations, costing hundreds of dollars. Requiring weekly visits during the month of December and now ongoing into February.
- Adversely affecting the daily operations and growth of this new venture. (Other new business like Craft Corner where not required to upgrade their public bathrooms to such strict regulations.
- making assumptions regarding liquor sales without ever coming to check on the state of events.
- relying on hearsay and gossip rather than factual information.

Attachment F

Bylaw Services Summary

- 2016/Oct/28- Bylaw Enforcement Officer, Building and Permitting Manager, and Fire Inspector attended the property for an inspection to find several life safety concerns.
- There have been 12 public complaints related to 'The Whole' as well as discussion and concern with the Downtown Penticton Association about the business operations. It is difficult to support this business due to the type of business, nature of the complaints and staff time (Bylaw, Building, Fire, RCMP resources, etc.) to manage the issues/complaints.
- The complaints received to the Bylaw Services Department and the RCMP are related to the following: loud noise often sounds 'live', music/bass/drums, yelling-past a reasonable time and as in Good Neighbor Bylaw-10pm, alcohol being served, smoking, people residing inside the property, skateboarding, fighting/hostage situation (RCMP called to assist)/public disturbances, etc.
- There is evidence that alcohol has been served at the address. Also, a fire pit was in place without consideration for life safety measures.
- Petition that was received (2017/Jan/10) from 10 residents living near 'The Whole' are not supportive of this business and have found it negatively impacting their quality of life. They have stated that they want the area restored so they can enjoy the peace and comfort of their residential property. (Names/signatures have been removed for confidentiality).
- The Bylaw Services Department is attempting to work with the business owner for compliance before taking enforcement action (Bylaw Offence Notice).

Council Report

penticton.ca

Date: February 28, 2017
To: Peter Weeber, Chief Administrative Officer
From: Mitch Moroziuk, General Manager of Infrastructure
Subject: **2017 BC Transit Workshop**

File No:

Staff Recommendation

THAT Council support BC Transit having their 2017 Transit Workshop in Penticton;

AND THAT the City of Penticton contribute to the success of the workshop by:

- The Mayor providing the Welcome Delegates Address;
- Hosting a welcome reception;
- Providing volunteer staff to work at the reception and workshop;
- Providing funding to a maximum of \$1,500; and
- Participation in the workshop when possible by the Mayor, Council and staff.

AND THAT the required financial contribution be funded from available surplus;

AND FURTHER THAT The General Manager of Infrastructure be authorized to execute the February 10, 2017 Memorandum as contained in Attachment "A".

Strategic priority objective

The recommendation supports the strategic pillars of Livable as the discussions that occur at the workshop will help improve transit for not only Penticton but all of BC.

Background

On February 09, 2017 staff received a phone call from the President of BC Transit asking if Penticton would consider hosting the 2017 Transit Workshop June 5 – 7, 2017. The event will bring approximately 200 delegates to the City in the shoulder season.

The City's contribution to the event involves having the Mayor provide a welcome delegates address, hosting the welcome delegates reception, providing volunteer staff to work at the workshop and reception and providing up to \$1,500 toward funding the welcome reception.

Having the BC Transit Workshop in Penticton is a great way to showcase our community and to allow Mayor, Council and staff to more easily participate in the information exchange that occurs at the workshop.

BC Transit has requested Councils consideration and endorsement to host the 2017 BC Transit Workshop.

Financial implication

The financial implications are up to \$1,500 toward a welcome reception and providing volunteer staff at the reception and workshop.

Analysis

Hosting the 2017 BC Transit Workshop will bring 200 delegates to the community for 3 days during the shoulder season and will provide an opportunity to showcase our community to other areas of the province. Benefits will be derived from elected officials and staff from being able to attend the workshop without the additional cost of transportation, accommodations or meals.

Alternatively Council could choose not to host the 2017 BC Transit Workshop.

Alternate recommendations

1. THAT Council decline to host the 2017 BC Transit Workshop.

Attachments

Attachment "A" – Memorandum of Understanding

Respectfully submitted,

Mitch Moroziuk P.Eng. MBA
General Manager of Infrastructure
City of Penticton

Approvals

CFO	CAO
	PW

Attachment "A" – Memorandum of Understanding

[2017 02 28 Host Agreement BC Transit Workshop 2017.pdf](#)



February 10, 2017

To: Mitch Moroziuk
General Manager of Infrastructure
City of Penticton
171 Main Street
Penticton, BC V2A 5A9

Re: 2017 BC Transit Annual Workshop, June 5-7, 2017

On behalf of our local government and transit operating partners, I am delighted to inform you that the City of Penticton has been selected as the host location for the 2017 BC Transit Annual Workshop.

This year's workshop, titled *Strengthening Our Core*, is an opportunity for local government officials and transit operating partners across the province to share ideas and consult on major transit initiatives. The annual workshop also provides an economic benefit to the host community by attracting approximately 200 delegates to the three-day event.

BC Transit is pleased to confirm that the Annual Workshop is funded through sponsorship and registration fees. As the host community, we are requesting the following support:

- Mayor Andrew Jakubeit to officially welcome delegates to the workshop opening address on the Monday morning.
- The City of Penticton to host a reception on the Monday evening to welcome all of the delegates. This may require some volunteer time.
- A financial commitment from the City of up to \$1500 is requested, but not required, to offset the cost of hosting Monday night's reception.
- Your occasional participation in the workshop committee meetings, via conference call.

The BC Transit Annual Workshop always leaves a legacy with the host community. Accordingly, each host community is asked to choose a local charity as the recipient.

Your signature below confirms your acceptance as host city for the 2017 BC Transit Annual Workshop. We look forward to the City of Penticton hosting this year's annual workshop.

City of Penticton

Mitch Moroziuk
General Manager of Infrastructure

BC Transit

A handwritten signature in blue ink, appearing to read "M. Sheehan".

Maureen Sheehan
Director of Marketing

Council Report

penticton.ca

Date: February 28, 2017
To: Peter Weeber, Chief Administrative Officer
From: Mitch Moroziuk, General Manager of Infrastructure
Subject: **Regional Transit Integration Project**

File No:

Staff Recommendation

THAT Council support moving to an integrated Regional Riders Guide for Conventional Transit as contained in Attachment "A";

AND THAT Council support a consistent Fare Strategy in the Region as contained in Table 4 of the Background section of this Council Report;

AND THAT Council support the Service Design Standards and Performance Guidelines as contained in Attachment "B";

AND THAT staff bring back an amendment to the Fees and Charges Bylaw at the appropriate time to support the new Fare Strategy;

AND FURTHER THAT Council authorize the General Manager of Infrastructure to execute the Memorandum of Understanding between the City of Penticton and BC Transit, as contained in Attachment "C", to facilitate the implementation of Regional Transit Guide and new Fare Strategy.

Strategic priority objective

The recommendation supports the strategic pillars of Livable and Smart as it will make it easier for transit customers to move around the region and will simplify the fare structure across the region.

Background

In April of 2015 BC Transit completed the Okanagan – Similkameen Transit Future Plan. Three of the key Short Term Priorities were:

1. Integration: Consolidate Riders Guides across the region to include all transit system;
2. Integration: Determine and adopt a comprehensive and consistent menu of fares and fare products for local, regional and inter-regional transit services; and
3. Adoption of service standards and route performance guidelines for transit services in Penticton and outside of Penticton.

In early 2016 a Transit Integration Working Group was established to deliver on the three key Short Term Priorities. The working group consisted of representatives from: BC Transit (4); Regional District of Okanagan Similkameen, RDOS (2); Penticton (1); Osoyoos (2); Princeton (2); Summerland (1); Keremeos (1); and Oliver (1). Over the year several drafts of a consolidated rider's guide, service standards and fare options were reviewed, discussed and updated. In early 2017 the group completed their work and the material is now ready for presentation and endorsement by the respective Boards and Councils.

Riders Guide

The key points of the new Regional Riders Guide are as follows:

- Shows the connectivity between the various communities within the RDOS;
- One guide presents information on five different transit systems;
- Information is presented in a standardized format;
- A 1 800 number has been established for customers can get the information they need on any transit system in the region;
- Minor changes made to schedules to improve service and remove service duplication; and
- A new regional fare structure has been incorporated into the guide.

A draft Riders Guide is contained in Attachment "A". Fine tuning will be made prior to implementation in July. In addition the Fare Structure may be revised depending on the support received from the member municipalities and the RDOS.

Fare Strategy

The purpose of developing a new regional fare strategy was to bring consistency to the five fare structures that currently exist, to minimize the change and to continue to reflect the needs of the region. The fare strategy was reviewed by Transit Integration Working Group over a six month period, was brought to the RDOS board for information on February 16, 2017 and is now being brought to the Council of each member municipality for endorsement. Once all member municipalities have provided a Council resolution the matter will return to the RDOS board for endorsement, scheduled for April 6, 2017.

There are currently five very different fare structures within the region with little commonality in the fare choices offered, fare zones, price discounts and age definitions.

A new fare structure was developed that:

- Introduces a Two Zone system: Local Routes and Regional Routes;
- Prices the regional monthly pass to reflect the strong regional travel characteristics across the network and to offset the regional cash fare increases;
- Follows BC Transit guidelines for ticket passes and local adult monthly passes;
- Deletes fare discounts on all products except monthly passes;
- Deletes the Semester Pass, Penticton only issued 6 per year over the last year.

The For Pentiction the current fare structure is as follows:

Fare Product	Audience	Current Fare
Cash	Adult/College Student	\$2.00
	Student/Senior	\$1.75
Tickets (10)	Adult/College Student	\$15.00
	Student/Senior	\$12.50
Day Pass	Adult/College Student	\$4.00
	Student/Senior	\$3.50
Monthly Pass	Adult	\$45.00
	Post-Secondary	\$38.00
	Student	\$27.00
	Senior	\$32.00
Semester Pass	Student	\$120.00

Table 1 – Existing Pentiction Fare Structure

The Transit Integration Working Group worked through several iterations of Regional Fare Structures and evaluated the following 5 options on January 31, 2017.

Fare Product	Audience	Option 1		Option 2		Option 3		Option 4		Option 5	
		Local	Regional	Local	Regional	Local	Regional	Local	Regional	Local	Regional
Cash	All	\$2.00	\$5.00	\$2.00	\$8.00	\$2.00	\$8.00	\$2.00	\$4.00	\$2.25	\$4.00
Tickets (10)	All	\$18.00	\$45.00	\$18.00	\$72.00	\$18.00	\$72.00	\$18.00	\$36.00	\$20.25	\$36.00
Monthly Pass	Adult	\$45.00	\$60.00	\$40.00	\$65.00	\$40.00	\$60.00	\$45.00	\$60.00	\$45.00	\$60.00
	Discount	\$35.00	\$40.00	\$35.00	\$50.00	\$30.00	\$40.00	\$30.00	\$40.00	\$35.00	\$40.00
Day Pass (Pentiction Only)	All	\$4.00	n/a	\$4.00	n/a	\$4.00	n/a	\$4.00	\$8.00	\$4.50	\$8.00

Table 2 – Proposed Fare Options Examined

The Impact of the five options evaluated on revenue and ridership is estimated as follows:

System	Option 1		Option 2		Option 3		Option 4		Option 5	
	Revenue	Ridership	Revenue	Ridership	Revenue	Ridership	Revenue	Ridership	Revenue	Ridership
Pentiction	\$24,444 (8%)	-11,032 (-4%)	\$27,714 (7%)	-9,961 (-4%)	\$14,437 (5%)	-4,883 (-2%)	\$24,444 (8%)	-11,032 (-4%)	\$41,940 (13%)	-16,040 (-6%)
Okanagan Similkameen	\$6,244 (28%)	-4,750 (-39%)	\$454 (2%)	-2,640 (-22%)	\$361 (2%)	-1,280 (-11%)	\$7,283(33%)	-3,235 (-26%)	\$7,294 (33%)	-3,272 (-27%)
Osoyoos	-\$380 (-2%)	-43 (-1%)	\$1,349 (7%)	-445 (-11%)	\$1,349 (7%)	-455 (-11%)	-\$2,033 (-10%)	112 (3%)	-\$1,960 (-10%)	87 (3%)
Princeton	\$3,721 (23%)	-621 (-14%)	\$5,774 (36%)	-1,709 (-37%)	\$5,774 (36%)	-1,709 (-37%)	\$1,509 (10%)	-259 (-6%)	\$1,563 (10%)	-282 (-6%)
Summerland	-\$154 (-2%)	95 (2%)	-\$248 (-3%)	153 (3%)	-\$248 (-3%)	153 (3%)	-\$306 (-4%)	113 (2%)	-\$16 (0%)	42 (1%)
Total	\$33,875 (9%)	-16,351 (-6%)	\$29,043 (8%)	-14,602 (-5%)	\$21,673 (6%)	-8,164 (-3%)	\$30,852 (8%)	-14,301 (-5%)	\$48,822 (13%)	-19,465 (-7%)

Table 3 – Estimated Impact of New Fare Structure

During discussions the Transit Integration Working Group eliminated Options 2 and 3 due to the high Regional cash and ticket fare. Option 1 was eliminated for similar reasons. Option 5 was selected over Option 4 due to the increase in the cash fare. It was thought that an increase in cash fares would drive customers to passes. It was also thought that an enhanced level of service, regionalization, was being offered and as such the timing was right to increase cash fares. Last it has been a very long time since cash fares were increased, in the case of Pentiction the last time a fare increase took place was 2010 when the cash fare went from \$1.75 to \$2.00.

The Transit integration Working Group unanimously supported taking Option 5 to their respective boards and council for endorsement, which would see the following Regional Fare Structure.

Fare Product	Audience	Proposed Fare	
		Local	Regional
Cash	All	\$2.25	\$4.00
Tickets (10)	All	\$20.25	\$36.00
Day Pass, Pentiction Only	All	\$4.50	\$8.00
Monthly Pass	Adult	\$45.00	\$60.00
	Discount	\$35.00	\$40.00

Table 4 Proposed Regional Fare Structure

Service Design Standards

The creation of Service Design Standards will deliver:

- Consistency in Transit Planning;
- Informed decision making;
- Evaluation of system performance;
- Efficient utilization of resources;
- Managed community expectations; and
- Rationale for service adjustments: Expansion; Contraction; and New areas.

The Service standards cover items such as:

- Population density to support different levels of transit service;
- Service frequency (Time between buses);
- Days and hours of operation;
- Standards for transit exchanges and bus stops;
- Transit vehicle types for the type of service being offered (Frequent Transit, Local Transit, Targeted Transit, Inter Regional Transit or Custom Transit);
- Performance Guidelines and targets system wide:
 - Operating cost per revenue hour (efficiency indicator);
 - Passenger trips per revenue hour (effectiveness indicator);
 - Operating cost per passenger trip (efficiency indicator);
 - Operating cost recovery (efficiency indicator); and
 - Passenger trips per capita (effectiveness indicator).
- Performance Guidelines and targets route level:
 - Average boardings per revenue hour; and
 - Cost per passenger trip and cost recovery.

Memorandum of Understanding

In order for work on the Regional Transit Guide and the new Fare Strategy to move forward BC Transit requires that the City of Penticton execute a Memorandum of Understanding, as contained in Attachment "C". BC Transit is fine with the document being executed at the staff level.

Financial implication

The financial implications apply only to the proposed Fare Strategy and this information is presented in the Background Section, Fare Strategy section above.

Analysis

Endorsing moving forward with a Regional Transit Guide, the Proposed Fare Strategy and Service Design Standards support the Strategic Pillars of Livable and Smart.

Should Council wish they could choose to not endorse proceeding with a Regional Transit Guide, the Proposed Fare Strategy and Service Design Standards or provide alternate direction to staff.

Alternate recommendations

1. THAT Council not endorse the proposed Regional Transit Guide, Proposed Fare Strategy and Service Design Standards;

OR

2. THAT Council provide alternate instructs to staff.

Attachments

Attachment "A" – Draft Regional Rider Guide

Attachment "B" – Service Design Standards and Performance Guidelines

Attachment "C" – Memorandum of Understanding

Respectfully submitted,

Mitch Moroziuk P.Eng. MBA
General Manager of Infrastructure
City of Penticton

Approvals

CAO
<i>PU</i>

Attachment "A" – Draft Regional Rider Guide

[2017.02 Draft Riders Guide.pdf](#)

Fares

subject to change

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	Local*	Regional*
Cash		
All fares	\$ 2.25	\$ 4.00
DayPASS		
All fares	4.50	8.00
Tickets (10)		
All fares	20.25	36.00
Monthly Pass		
Adult	45.00	60.00
Student/Senior*	35.00	40.00
handyDART (one way)	2.25	4.00
Child, 6 or under	free	free

90 Osoyoos/Kelowna

Cash (only) \$ 11.00

* Reduced fare with valid I.D. for persons 65 or over and students full-time attendance.

* **Local** refers to trips within a community.

* **Regional Connections** refers to trips between larger communities. Route numbers end in "0". See map on page 4.

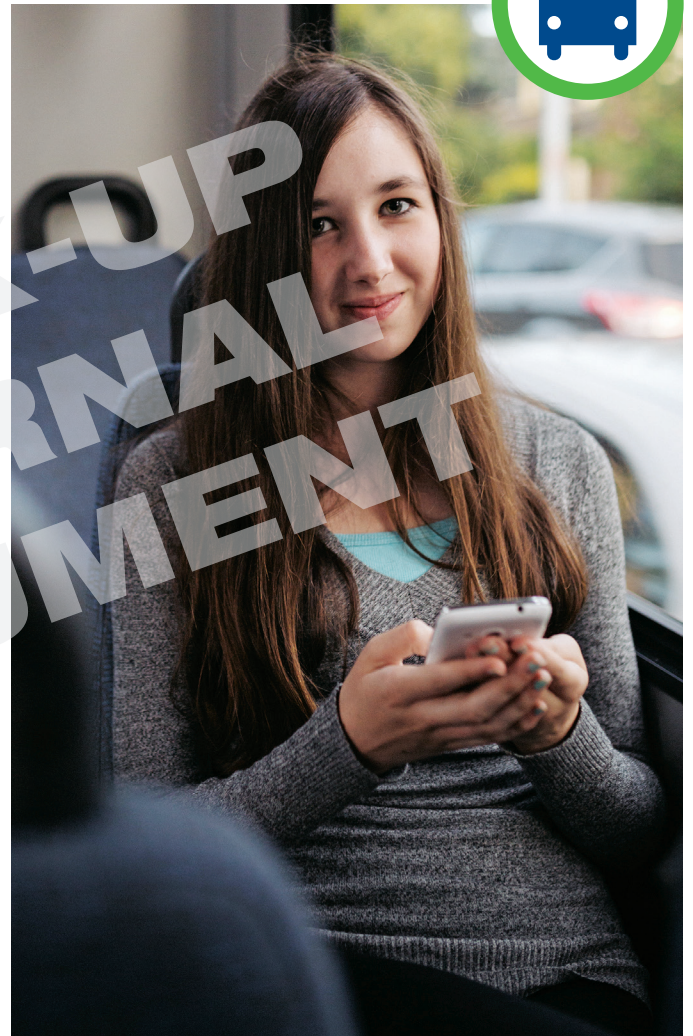
Transfers

A transfer allows travel on Penticton Transit, Okanagan-Similkameen Transit (Naramata and OK Falls) and Summerland Transit in any direction for up to 90 minutes. Request a transfer when you board and pay your fare. Show your transfer to the driver, face up, with time showing. Expiry time is final. Transfers are completed where possible. Route delays may prevent some connections from being made. No transfers to or within the Osoyoos or Princeton and Area systems.

South Okanagan-Similkameen Regional Transit

RIDER'S GUIDE

Effective TBC, 2017



Transit Info
1-800-XXX-XXXX
www.bctransit.com

City of Penticton
Regional District of
Okanagan-Similkameen
District of Summerland
Town of Osoyoos
Town of Princeton



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Welcome Aboard

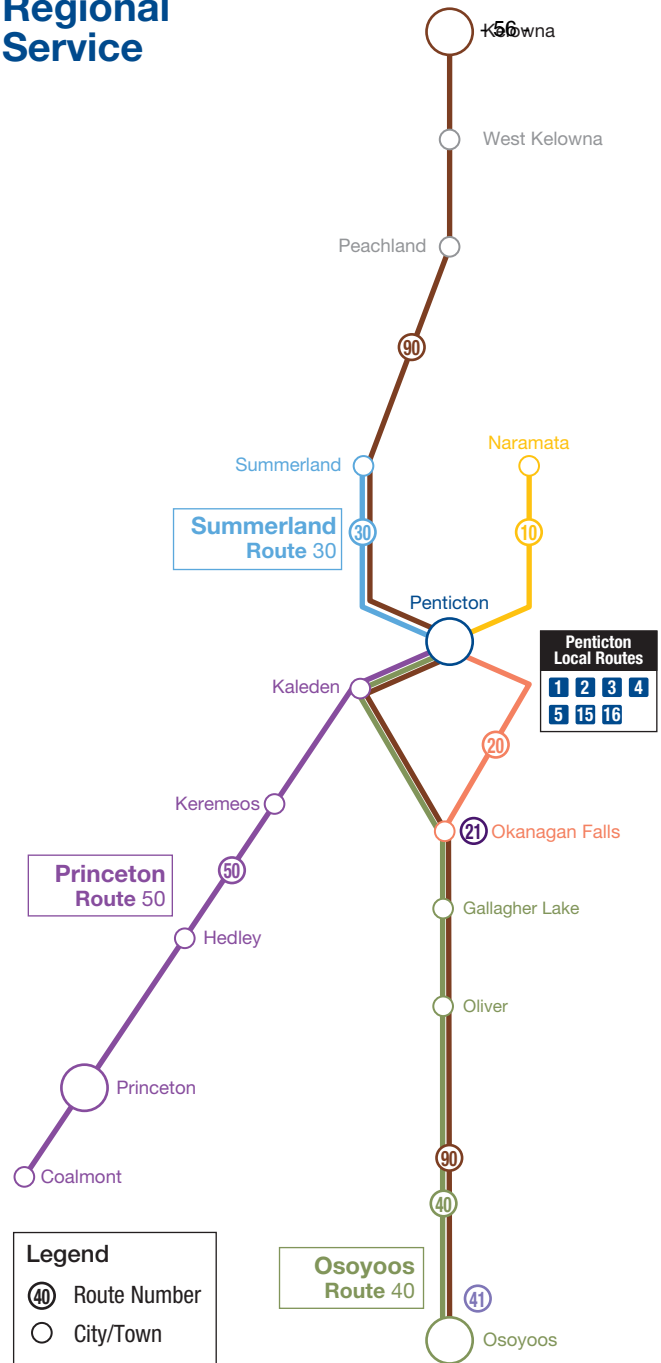
Fixed-route service – scheduled service to major destinations and residential areas. Low-floor buses make it easy for everyone to get on and off the bus.

handyDART – door-to-door, shared service for people who are unable to take the fixed-route service.

About Your Transit System

Funding for your local transit system is cost shared by local governments and BC Transit. Decisions about fares, routes and service levels are made by town councils and regional district boards, based on information and planning provided by BC Transit. Buses are operated by local operating companies. Operating costs are met by a combination of farebox revenues and joint regional district, municipal and provincial funding.

Regional Service



Penticton, Naramata and Okanagan Falls buses are operated by Penticton Transit Service Ltd. Summerland buses are operated by Penticton and District Community Resources Society. Osoyoos buses are operated by the South Okanagan Transit Society. Princeton buses are operated by Princeton & District Community Services.

Contact

1-800-XXX-XXXX

Press 1 for Penticton, 2 for Naramata and Okanagan Falls, 3 for Summerland, 4 for Osoyoos, or 5 for Princeton and Area.

If you have comments or suggestions for improvements please submit your message through the contact page on www.bctransit.com/rdos, call the number above or send an email to the applicable transit system.

Penticton

Customer Information 250-492-5602
handyDART 250-492-5814
Email bctransit.com/penticton/contact
Office hours Monday to Friday
8:00 a.m. – 4:30 p.m.

Naramata, Okanagan Falls and Osoyoos

Customer Information 250-492-5602
handyDART 250-492-5814
Email bctransit.com/penticton/contact

Summerland

Customer Information/ 250-492-5814
handyDART
Email info@pdcrs.com
Office hours Monday to Friday
9:00 a.m. – 12:00 noon

Osoyoos

Customer Information/ 250-495-8054
handyDART
Email bctransit.com/south-okanagan/contact
Office hours Monday to Friday
8:30 a.m. – 4:30 p.m.

Princeton and Area

Customer Information/ 250-295-6666
Booking Trips
Toll free 1-800-291-0911
Email mail@pdcss.com
Office hours Monday to Friday
8:30 a.m. – 12:00 p.m.
and 1:00 p.m. – 4:30 p.m.

Holiday Service

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X No service	Penticton	Penticton
✓Service available	16 Lake to Lake	(all other routes)
New Year's Day	✓	X
Family Day	✓	X
Good Friday	✓	X
Easter Monday	X	✓
Victoria Day	✓	X
Canada Day	✓	X
B.C. Day	✓	X
Labour Day	✓	X
Thanksgiving Day	✓	X
Remembrance Day	✓	X
Christmas Day	X	X
Boxing Day	✓	X

No service on holidays on all other routes in Naramata, Okanagan Falls, Summerland, Osoyoos or Princeton and Area.

Subject to change. Check www.bctransit.com for special event service.

Ticket and Pass Outlets

Penticton:

- London Drugs
- Okanagan College when in session
- Penticton City Hall
- Penticton Community Centre
- Penticton Transit office
- Shopper's Drug Mart (monthly passes only)
- On the bus (tickets & DayPASS only. DayPASS available for local Penticton routes only.)

Okanagan-Similkameen (Naramata and Okanagan Falls):

- Regional District office
- On the bus (tickets only)

Summerland:

- Summerland Municipal Hall
- Summerland Aquatic Centre

South Okanagan:

- Town of Osoyoos
- South Okanagan Transit Office
- Town of Oliver
- Regional District Office

Subject to change. For an updated list of vendor locations, visit www.bctransit.com

Pass Programs

Transit Pass Tax Credit

The Government of Canada offers a non-refundable tax credit if you use a monthly pass. Save your pass and receipt as proof of purchase. For more information visit www.cra.gc.ca

Government of BC Bus Pass Program

The BC Bus Pass Program is offered by the Ministry of Social Development and Social Innovation. The annual bus pass is valid for the eligible rider on any fixed-route transit service. The pass is non-transferable.

For information on criteria for eligibility, visit www.buspass.gov.bc.ca or call 1-866-866-0800.

How to Ride

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Bike Racks

Most bikes can be accommodated on BC Transit buses when their wheels fit properly in the rack. If you are considering travelling by bike and transit, instructions are posted on the bike racks.

Before your bus arrives, make sure that saddlebags, antennas, helmets, child carriers or any other item that could interfere with the driver's vision are removed from the bike. Electric bikes are only allowed on the bike rack when they weigh less than 25kg (55 lbs.), and the battery (lithium only) is removed from the bike and brought on board the bus with the customer.

Bike racks on community buses can only be used during daylight hours. Bikes block the headlights at night. Visit *Rider Info* at www.bctransit.com for an instructional video.

Safety

Request-a-Stop

Customers who feel that their personal safety is at risk can ask their driver to stop between regular bus stops. Ask your transit driver at least one bus stop ahead of where you wish to get off. You will be let off at a safe location closest to your request. Please contact your local transit office for details and any time restrictions.

Accessibility

Courtesy Seating

BC Transit serves everyone on a first-to-board basis. Courtesy seating is the front accessible area of the bus and is especially vital to:

- customers who use scooters, wheelchairs, pediatric strollers or other mobility aids
- customers with a disability or mobility issue
- customers with baby strollers

Your mobility aid must not exceed 2 feet by 4 feet (61 cm by 122 cm). If your mobility aid is larger, please contact your local transit office for an assessment.

Mobility aids include scooters, wheelchairs, baby strollers and pediatric strollers.

Baby Strollers and Walkers

- should be collapsible
- must be kept clear of the aisles
- must be positioned in an unoccupied wheelchair location with the brakes set
- must be held on to at all times.

When wheelchair positions are occupied or required by another customer or if the bus is not a low floor bus, please store your folded stroller or walker between seats. Hold onto your child at all times.

Attendants

Customers using wheelchairs or scooters, registered handyDART customers or CNIB pass holders may travel with an attendant. Please let your transit operator know if the person travelling with you is your attendant. Attendants travel free and must board and exit at the same stop as the customer requiring assistance and help to load and secure mobility aids on the bus. Your driver will ensure that the securements are properly fastened.

Accessible Stops

The accessible features on a bus can only be safely used at designated bus stops. These stops are identified by a white and blue decal featuring the International Symbol of Access. Customers using wheelchairs and scooters may board and exit from the bus only at accessible bus stops.

To check if a stop is accessible, call **1-800-XXX-XXXX**

Press 1 for Penticton, 2 for Naramata and Okanagan Falls, 3 for Summerland, 4 for Osoyoos, or 5 for Princeton and Area.

handyDART

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1-800-XXX-XXXX

Press 1 for Penticton, 3 for Summerland, or 4 for Osoyoos.

handyDART is a door-to-door, shared transit service for people unable to take fixed-route transit.

Customers must first register. Registration is free.

Hours of Operation

Monday to Friday: times vary between communities

Office Hours

Monday to Friday: hours vary between communities

Web

<https://bctransit.com/rdos/schedules-and-maps/handydart>

Booking a handyDART Trip

You can book subscription trips for regular appointments and programs, on one-time trips, such as shopping and social visits.

Cancelling a Trip

If your plans change, phone as soon as possible so we can schedule a trip for someone else.

Health Connections

Health Connections is a transit service providing communities with accessible transportation options to access non-emergency medical appointments. Although medical appointments have priority, everyone is eligible to use this service if space is available.

Service is available to any community along the route. You must phone 24 hours ahead to arrange your trip. Transit staff will let you know the location and time of pick up.

When scheduling medical appointments, let them know you will be using Health Connections.

Osoyoos to Penticton (see page 13)

Travel on Monday to Thursday (Friday)

250-495-8054

Osoyoos to Kelowna (see page 13)

Travel on Monday only

250-495-8054

Princeton to Penticton (see page 14)

Travel on Tuesday, Wednesday and Thursday

1-800-291-0911



RDOS

Regional Connections

- 10- Naramata to Penticton
- 20- Okanagan Falls to Penticton
- 30- Summerland to Penticton
- 40- Osoyoos to Penticton
- 50- Princeton to Penticton
- 90- Osoyoos to Kelowna

Local Routes

Penticton

- 1- Okanagan Lake / Wiltse
- 2- West Side / Penticton Ave.
- 3- Uplands / Skaha Lake
- 4- Westside / Duncan East
- 5- Main Street
- 15- Night Route
- 16- Lake to Lake (Sunday Service)

Okanagan Falls

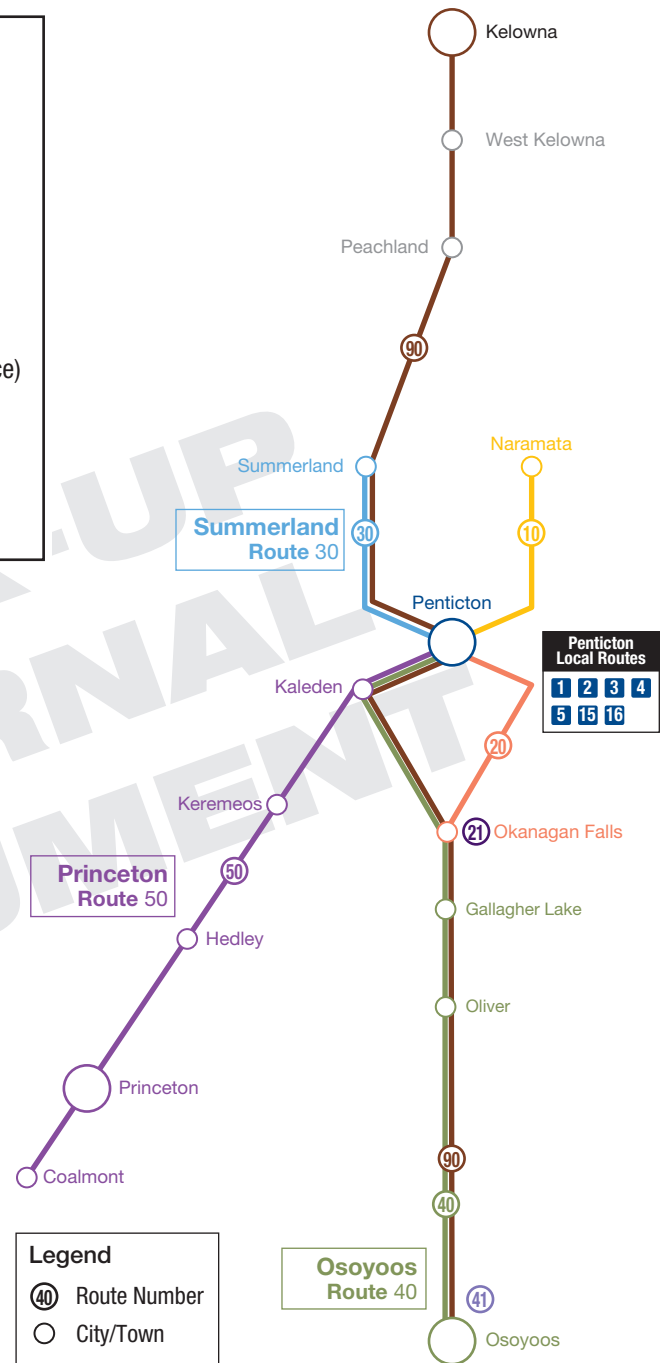
- 21- OK Falls Local

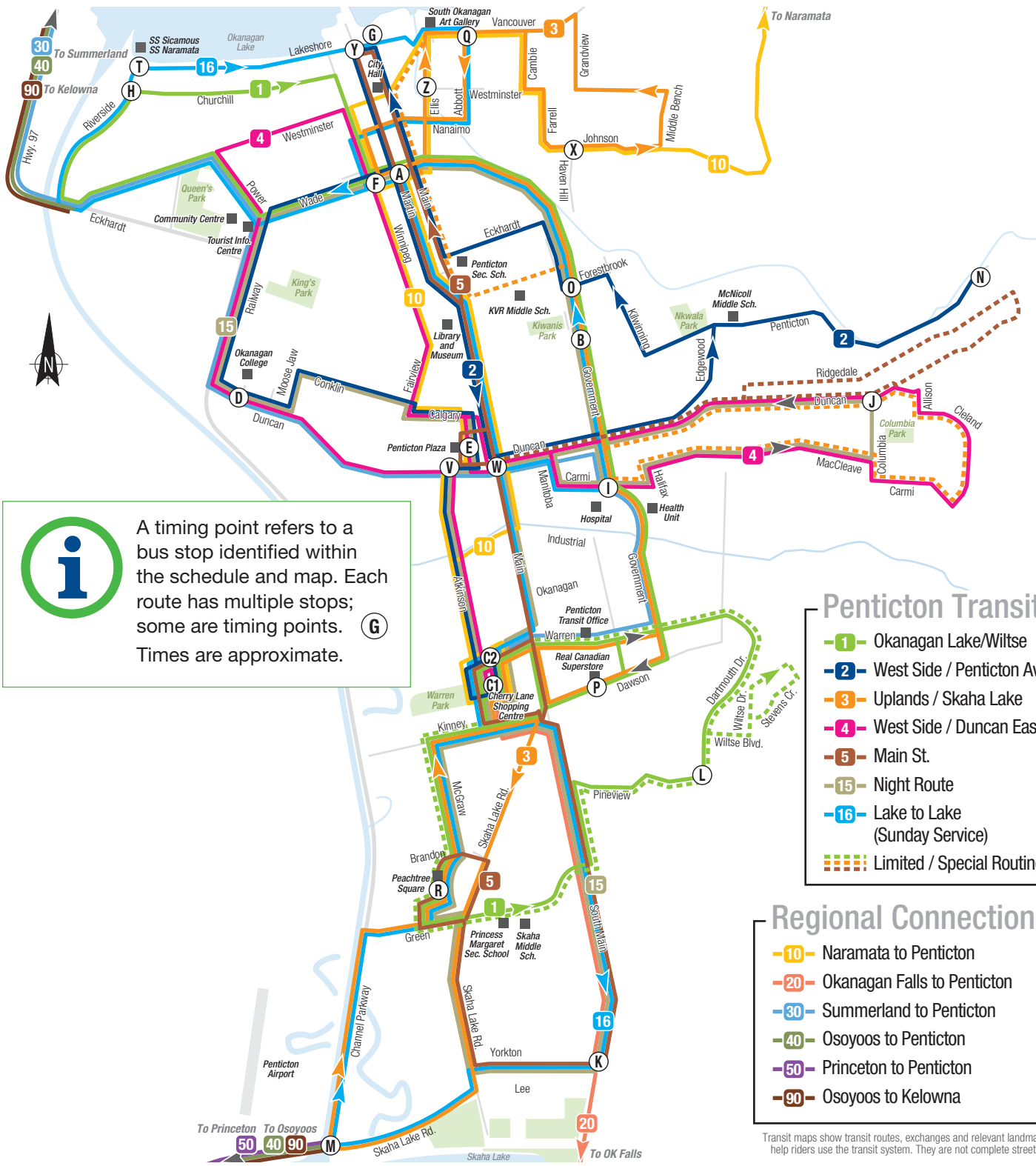
Osoyoos

- 41- Osoyoos

About This Rider's Guide

This integrated Rider's Guide is an action from the Transit Future Plan. It combines five transit systems in your region in to one guide to provide you information on regional connections between communities. The RDOS Transit Guide consists of Penticton Transit, Okanagan-Similkameen Transit, Summerland Transit, South Okanagan Transit and Princeton and Area Transit.





Transit maps show transit routes, exchanges and relevant landmarks to help riders use the transit system. They are not complete street maps.

1 Okanagan Lake / Wiltse

Local

Okanagan Lake, Government, Wiltse, Government, Okanagan Lake

Monday to Saturday

(H)	(F)	(A)	(I)	(P)	(C1)	(R)	(L)	(P)	(C2)	(I)	(F)	(H)
Riverside and Churchill	Winnipeg and Wade	Wade and Martin	Penticton Regional Hospital	Real Canadian Superstore (on Dawson)	Cherry Lane Shopping Centre (north entrance to The Bay)	Peachtree Square	Dartmouth and Pineview	Real Canadian Superstore (on Dawson)	Cherry Lane Shopping Centre (Warren Ave.)	Penticton Regional Hospital	Winnipeg and Wade	Riverside and Churchill
—	—	—	—	—	6:12*	6:16*	6:21*	6:24*	6:30*	6:33*	6:44*	6:48*
6:48*	6:55*	7:00*	7:05*	7:07*	7:12*	7:16*	7:21*	7:24*	7:30*	7:33*	7:44*	7:48*
7:48*	7:55*	8:00*	8:05*	8:07*	8:10	R	R	—	8:30	8:33	8:44	8:48
8:48	8:55	9:00	9:05	9:07	9:12	9:16	9:21	9:24	9:30	9:33	9:44	9:48
9:48	9:55	10:00	10:05	10:07	10:12	10:16	10:21	10:24	10:30	10:33	10:44	10:48
10:48	10:55	11:00	11:05	11:07	11:12	11:16	11:21	11:24	11:30	11:33	11:44	11:48
11:48	11:55	12:00	12:05	12:07	12:12	12:16	12:21	12:24	12:30	12:33	12:44	12:48
12:48	12:55	1:00	1:05	1:07	1:12	1:16	1:21	1:24	1:30	1:33	1:44	1:48
1:48	1:55	2:00	2:05	2:07	2:12	2:16	2:21	2:24	2:30	2:33	2:44	2:48
2:48	2:55	3:00	3:05	3:07	3:12	3:16	3:21	3:24	3:30	3:33	3:44	3:48
3:48	3:55	4:00	4:05	4:07	4:12	4:16	4:21	4:24	4:30	4:33	4:44	4:48
4:48	4:55	5:00	5:05	5:07	5:12	5:16	5:21	5:24	5:30	5:33	5:44	5:48
5:48	5:55	6:00	6:05	6:07	6:12	6:16•	6:21•	6:24•	6:27•	6:30•	—	—

* Monday to Friday ONLY.

• Passengers transferring to Downtown or Duncan Avenue route can stay on the bus and notify the driver. For additional evening service, see **15 Night Route**.

R Reverse Routing: From Cherry Lane Shopping Centre (north entrance to The Bay, C1) at 8:10 a.m., trip routes in reverse direction via Dartmouth at Pineview at 8:16 a.m. and Peachtree Square at 8:24 a.m., to Cherry Lane Shopping Centre (Warren Ave., C2) and regular route.

2 West Side / Penticton Ave.

Local

Downtown, Cherry Lane, Downtown, Penticton, Downtown

Monday to Saturday

(A)	(D)	(E)	(C1)	(E)	(D)	(A)	(E)	(N)	(O)	(Y)	(A)
Wade and Martin	Okanagan College	Penticton Plaza	Cherry Lane Shopping Centre (north entrance to The Bay)	Penticton Plaza	Okanagan College	Wade and Martin	Penticton Plaza (on Main)	Pleasant Valley	Government and Forestbrook	Martin and Lakeshore	Wade and Martin
—	—	—	6:30*	6:33*	6:38*	6:44*	6:47*	6:54*	6:59*	7:06*	7:13*
7:13*	7:17*	7:22*	7:30*	7:33*	7:38*	7:44*	7:47*	7:54	7:59	8:06	8:13
8:13	8:17	8:22	8:30	8:33	8:38	8:44	8:47	8:54	8:59	9:06	9:13
9:13	9:17	9:22	9:30	9:33	9:38	9:44	9:47	9:54	9:59	10:06	10:13
10:13	10:17	10:22	10:30	10:33	10:38	10:44	10:47	10:54	10:59	11:06	11:13
11:13	11:17	11:22	11:30	11:33	11:38	11:44	11:47	11:54	11:59	12:06	12:13
12:13	12:17	12:22	12:30	12:33	12:38	12:44	12:47	12:54	12:59	1:06	1:13
1:13	1:17	1:22	1:30	1:33	1:38	1:44	1:47	1:54	1:59	2:06	2:13
2:13	2:17	2:22	2:30	2:33	2:38	2:44	2:47	2:54	2:59	3:06	3:13
3:13	3:17	3:22	3:30	3:33	3:38	3:44	3:47	3:54	3:59	4:06	4:13
4:13	4:17	4:22	4:30	4:33	4:38	4:44	4:47	4:54	4:59	5:06	5:13
5:13	5:17	5:22	5:30	5:33	5:38	5:44	5:47	5:54	5:59	6:06	6:13
6:13	6:17	6:22	6:30	—	—	—	—	—	—	—	—

* Monday to Friday ONLY.

For evening service, see **15 Night Route**.

3 Uplands / Skaha Lake

Local

Abbott, Government, Skaha Lake, Government, Abbott

Monday to Saturday

Q	F	A	I	P	C1	M	R	C2	I	Z	X	Q
Abbott and Vancouver	Winnipeg and Wade	Wade and Martin	Penticton Regional Hospital	Real Canadian Superstore (on Dawson)	Cherry Lane Shopping Centre (north entrance to The Bay)	Skaha Lk Rd and Channel Parkway	Peachtree Square	Cherry Lane Shopping Centre (Warren Ave.)	Penticton Regional Hospital	Ellis and Westminster E	Johnson and Haven Hill	Abbott and Vancouver
—	—	6:30*	6:35*	6:37*	6:42*	6:48*	6:52*	7:00*	7:03*	7:12*	7:16*	7:21*
7:21*	7:25*	7:30*	7:35*	7:37*	7:42*	7:48*	7:52*	8:00	8:03▲	—	—	8:21
8:21	8:25	8:30	8:35	8:37	8:42	8:48	8:52	9:00	9:03	9:12	9:16	9:21
9:21	9:25	9:30	9:35	9:37	9:42	9:48	9:52	10:00	10:03	10:12	10:16	10:21
10:21	10:25	10:30	10:35	10:37	10:42	10:48	10:52	11:00	11:03	11:12	11:16	11:21
11:21	11:25	11:30	11:35	11:37	11:42	11:48	11:52	12:00	12:03	12:12	12:16	12:21
12:21	12:25	12:30	12:35	12:37	12:42	12:48	12:52	1:00	1:03	1:12	1:16	1:21
1:21	1:25	1:30	1:35	1:37	1:42	1:48	1:52	2:00	2:03	2:12	2:16	2:21
2:21	2:25	2:30	2:35	2:37	2:42	2:48	2:52	3:00	3:03	3:12	3:16	3:21
3:21	3:25	3:30	3:35	3:37	3:42	3:48	3:52	4:00	4:03	4:12	4:16	4:21
4:21	4:25	4:30	4:35	4:37	4:42	4:48	4:52	5:00	5:03	5:12	5:16	5:21
5:21	5:25	5:30	5:35	5:37	5:42	5:48	5:52	6:00	6:03	6:12	6:16	6:21
6:21	6:25	—	—	—	—	—	—	—	—	—	—	—

* Monday to Friday ONLY. For evening service, see **15 Night Route**.

▲ From the Hospital at 8:03 a.m., the trip routes via Duncan and Columbia at 8:11 a.m. to Penticton Secondary School at 8:17 a.m. as shown on the map. The trip then continues to Downtown and Abbott and Vancouver, but does not route via Haven Hill and Johnson.

For PM service from Penticton Secondary School to Duncan East area, please see **Route 4** and **Route 5**.

4 West Side / Duncan East

Local

Downtown, Cherry Lane, Downtown, Columbia, Downtown

Monday to Saturday

F	D	V	C1	V	D	F	E	I	J	E	F
Winnipeg and Wade	Okanagan College	Atkinson and Duncan	Cherry Lane Shopping Centre (north entrance to The Bay)	Atkinson and Duncan	Okanagan College	Winnipeg and Wade	Penticton Plaza (on Main)	Penticton Regional Hospital	Duncan and Columbia	Penticton Plaza	Winnipeg and Wade
6:42*	6:48*	6:50*	7:00*	7:02*	7:05*	7:14*	7:18*	7:20*	7:28*	7:33*	7:42*
7:42*	7:48*	7:50*	8:00	8:02	8:05	8:14	8:18	8:20	8:28	8:33	8:42
8:42	8:48	8:50	9:00	9:02	9:05	9:14	9:18	9:20	9:28	9:33	9:42
9:42	9:48	9:50	10:00	10:02	10:05	10:14	10:18	10:20	10:28	10:33	10:42
10:42	10:48	10:50	11:00	11:02	11:05	11:14	11:18	11:20	11:28	11:33	11:42
11:42	11:48	11:50	12:00	12:02	12:05	12:14	12:18	12:20	12:28	12:33	12:42
12:42	12:48	12:50	1:00	1:02	1:05	1:14	1:18	1:20	1:28	1:33	1:42
1:42	1:48	1:50	2:00	2:02	2:05	2:14	2:18	2:20	2:28	2:33	2:42
2:42	2:48	2:50	3:00	3:02	3:05	3:14 ▲	3:18	3:20	3:28	3:33	3:42
3:42	3:48	3:50	4:00	4:02	4:05	4:14	4:18	4:20	4:28	4:33	4:42
4:42	4:48	4:50	5:00	5:02	5:05	5:14	5:18	5:20	5:28	5:33	5:42
5:42	5:48	5:50	6:00	6:02	6:05	6:14	—	—	—	—	—
—	—	—	—	—	—	6:24	6:28	6:30	6:38	6:43	6:48

* Monday to Friday ONLY. For evening service, see **15 Night Route**.

▲ Leaves Penticton Sec. School (Winnipeg at Scott) at 3:15 p.m. For AM school service from Duncan East area, see **Route 3** and **Route 5**.

5 Main St.

Local

Downtown, Penticton Plaza, Cherry Lane, Peachtree Square

Peachtree Square, Cherry Lane, Penticton Plaza, Downtown

Monday to Saturday

(Y)	(A)	(E)	(C2)	(K)	(R)	(R)	(K)	(C2)	(E)	(Y)
Martin and Lakeshore	Martin and Wade	Penticton Plaza (on Main)	Cherry Lane Shopping Centre (Warren Ave.)	Yorkton and South Main	Peachtree Square	Peachtree Square	Yorkton and South Main	Cherry Lane Shopping Centre (Warren Ave.)	Penticton Plaza	Martin and Lakeshore
To Skaha Lake						To Okanagan Lake				
—	6:48*	6:51*	7:00*	7:04*	7:11*	7:16*	7:20*	7:30*	7:33*	7:42*
—	7:18*	7:21*	7:30*	7:34*	7:41*	7:46*	7:50*	8:00*▲	—	8:16*▲
—	—	—	—	—	—	N7:46*	N7:50*	N8:00*	N8:03*	N8:12*
7:42*	7:48*	7:51*	8:00*	8:04*	8:11*	8:16*	8:20*	8:30*	8:33*	8:42*
N8:12*	N8:18*	N8:21*	N8:30*	N8:34*	8:41*	8:46*	8:50*	9:00*	9:03*	9:12*
8:16*▲	8:22*▲	8:25*▲	8:34*▲	8:38*▲	8:45*▲	—	—	—	—	—
8:42*	8:48	8:51	9:00	9:04	9:11	9:16	9:20	9:30	9:33	9:42
9:12*	9:18	9:21	9:30	9:34	9:41	9:46	9:50	10:00	10:03	10:12
9:42	9:48	9:51	10:00	10:04	10:11	10:16	10:20	10:30	10:33	10:42
10:12	10:18	10:21	10:30	10:34	10:41	10:46	10:50	11:00	11:03	11:12
10:42	10:48	10:51	11:00	11:04	11:11	11:16	11:20	11:30	11:33	11:42
11:12	11:18	11:21	11:30	11:34	11:41	11:46	11:50	12:00	12:03	12:12
11:42	11:48	11:51	12:00	12:04	12:11	12:16	12:20	12:30	12:33	12:42
12:12	12:18	12:21	12:30	12:34	12:41	12:46	12:50	1:00	1:03	1:12
12:42	12:48	12:51	1:00	1:04	1:11	1:16	1:20	1:30	1:33	1:42
1:12	1:18	1:21	1:30	1:34	1:41	1:46	1:50	2:00	2:03	2:12
1:42	1:48	1:51	2:00	2:04	2:11	2:16	2:20	2:30	2:33	2:42
2:12	2:18	2:21	2:30	2:34	2:41	2:46	2:50	3:00	3:03	3:12
2:42	2:48	2:51	3:00	3:04	3:11	3:16	3:20	3:30	3:33	3:42
3:12*▲	3:14*▲	3:17*▲	3:27*▲	3:32*▲	3:40*▲	3:46	3:50	4:00	4:03	4:12
N3:12	N3:18	N3:21	N3:30	N3:34	N3:41	—	—	—	—	—
3:42	3:48	3:51	4:00	4:04	4:11	4:16	4:20	4:30	4:33	4:42
4:12	4:18	4:21	4:30	4:34	4:41	4:46	4:50	5:00	5:03	5:12
4:42	4:48	4:51	5:00	5:04	5:11	5:16	5:20	5:30	5:33	5:42
5:12	5:18	5:21	5:30	5:34	5:41	5:46	5:50	6:00	6:03	6:12
5:42	5:48	5:51	6:00	6:04	6:11	6:16	6:20	6:30	6:33	6:42
6:12	6:18	6:21	6:30	6:34	6:41	—	—	—	—	—

* Monday to Friday ONLY

N Route on non-school days.

▲ Monday to Friday only (including PRO D days) when public school is in session. **AM Trip:** From Cherry Lane Shopping Centre at 8:00 a.m., trip routes via Duncan Ave. E. and Ridgedale at 8:05 then to Penticton Sec. Sch. at 8:17, finishing at Martin and Wade downtown. **PM Trip:** From Martin and Wade at 3:14 p.m., trip routes via Duncan Ave. E. and Columbia at 3:25.

Special Event Detours

If there is a special event, temporary bus stops will be in place on Ellis Street affecting **2 West Side / Penticton Ave.** and **5 Main St.**

15 Night Route

Local

Peachtree Square, Westside, Downtown, Eastside, Peachtree Square

Peachtree Square, Eastside, Downtown, Westside, Peachtree Square

Monday to Saturday

(R)	(C2)	(E)	(D)	(A)	(B)	(I)	(J)	(E)	(C1)	(K)	(R)	(R)	(K)	(C2)	(E)	(I)	(J)	(B)	(A)	(D)	(E)	(C1)	(R)
Peachtree Square	Cherry Lane Shopping Centre (Warren Ave.)	Penticton Plaza	Okanagan College	Wade and Martin, Downtown Eastside (ScotiaBank)	IGA at Government	Penticton Regional Hospital	Duncan and Columbia	Penticton Plaza (on Duncan at A&W)	Cherry Lane Shopping Centre (north entrance to The Bay)	Yorkton and South Main	Peachtree Square	Peachtree Square	Yorkton and South Main	Cherry Lane Shopping Centre (Warren Ave.)	Penticton Plaza (on Duncan at A&W)	Penticton Regional Hospital	Duncan and Columbia	IGA at Government	Wade and Martin, downtown Westside (Church stop)	Okanagan College	Penticton Plaza	Cherry Lane Shopping Centre (north entrance to The Bay)	Peachtree Square
—	—	—	—	6:50	6:52	6:55	6:58	7:01	7:05	7:09	7:13	7:14	7:18	7:25	7:28	7:30	7:33	7:35	7:40	7:44	7:48	7:52	7:56
9:20	9:24	9:29	9:33	8:14	8:16	8:19	8:22	8:25	8:29	8:33	8:37	8:38	8:42	8:49	8:52	8:54	8:57	8:59	9:04	9:08	9:12	9:16	9:20

16 Lake to Lake Local to Okanagan Lake

Sunday and Holidays

(M)	(R)	(C2)	(W)	(I)	(B)	(A)	(T)
Skaha Lake Rd and Channel Parkway	Peachtree Square	Cherry Lane Shopping Centre (Warren Ave.)	Duncan and Main	Penticton Regional Hospital	IGA at Government	Wade and Martin	Okanagan Lake (S.S. Sicamous)
—	—	9:00	9:04	9:06	9:07	9:11	9:18
9:49	9:54	10:00	10:04	10:06	10:07	10:11	10:18
10:49	10:54	11:00	11:04	11:06	11:07	11:11	11:18
11:49	11:54	12:00	12:04	12:06	12:07	12:11	12:18
12:49	12:54	1:00	1:04	1:06	1:07	1:11	1:18
1:49	1:54	2:00	2:04	2:06	2:07	2:11	2:18
2:49	2:54	3:00	3:04	3:06	3:07	3:11	3:18
3:49	3:54	4:00	4:04	4:06	4:07	4:11	4:18
4:49	4:54	5:00	5:04	5:06	5:07	5:11	5:18
5:49	5:54	6:00	6:04*	6:06*	6:07*	6:11*	6:18*
6:49*	6:54*	7:00*	—	—	—	—	—

* These trips operate every Sunday and holiday from the last Sunday in June to Labour Day in September, including Canada Day and BC Day.

16 Lake to Lake Local to Skaha Lake

Sunday and Holidays

(T)	(G)	(Q)	(A)	(E)	(C1)	(K)	(M)
Okanagan Lake (S.S. Sicamous)	Lakeside Hotel (on Lakeshore)	Abbott and Vancouver	Wade and Martin	Penticton Plaza (on Main)	Cherry Lane Shopping Centre (north entrance to The Bay)	Yorkton and South Main	Skaha Lake Rd and Channel Parkway
9:18	9:21	9:25	9:29	9:32	9:42	9:46	9:49
10:18	10:21	10:25	10:29	10:32	10:42	10:46	10:49
11:18	11:21	11:25	11:29	11:32	11:42	11:46	11:49
12:18	12:21	12:25	12:29	12:32	12:42	12:46	12:49
1:18	1:21	1:25	1:29	1:32	1:42	1:46	1:49
2:18	2:21	2:25	2:29	2:32	2:42	2:46	2:49
3:18	3:21	3:25	3:29	3:32	3:42	3:46	3:49
4:18	4:21	4:25	4:29	4:32	4:42	4:46	4:49
5:18	5:21	5:25	5:29	5:32	5:42	5:46	5:49
6:18*	6:21*	6:25*	6:29*	6:32*	6:42*	6:46*	6:49*

* These trips operate every Sunday and holiday from the last Sunday in June to Labour Day in September, including Canada Day and BC Day.

10 Penticton to Naramata Local/Regional

Monday to Saturday

C2	E	A	NM		NP
Cherry Lane Shopping Centre (Warren Ave.)	Penticton Plaza	Wade and Martin	McMillan and Upper Bench	City Limits	Naramata Post Office
6:40*	6:44*	6:48*	6:55*	7:03*	7:13*
8:00	8:04	8:08	8:13	8:23	8:33
9:20s	9:24s	9:28s	9:33s	9:43s	9:53s
12:30	12:34	12:40	12:45	12:55	1:05
4:37	4:41	4:47	4:52	5:02	5:12

* Monday to Friday ONLY.

s Operates JULY and AUGUST weekdays ONLY.

10 Naramata to Penticton Local/Regional

Monday to Saturday

NP	NJ		NM	A	E	C2
Naramata Post Office	Juniper Road	City Limits	McMillan and Upper Bench	Wade and Martin	Penticton Plaza	Cherry Lane Shopping Centre (Warren Ave.)
7:17*	7:25*	7:32*	7:38*	7:47*	7:51*	7:56*
8:41	8:49	8:56	9:02	9:13	9:17	9:23
10:00s	10:08s	10:15s	10:21s	10:30s	10:34s	10:40s
1:12	1:20	1:27	1:33	1:42	1:48	1:54
5:19	5:27	5:34	5:40	5:49	5:53	5:59

* Monday to Friday ONLY.

s Operates JULY and AUGUST weekdays ONLY.

Bus will stop in Penticton to pick up and drop off passengers.

10 Naramata



Transit maps show transit routes, exchanges and relevant landmarks to help riders use the transit system. They are not complete street maps.

20 Okanagan Falls

Regional

Monday to Friday

C1	HH	SE	OA	
Cherry Lane Shopping Centre (north entrance to The Bay)	Heritage Hills	Eastside at Devon	7th Ave and Birch	To Route
6:41	—	6:57	7:06	21
8:05	—	8:21	8:30	21
11:00	11:16	11:24	11:33	21
3:35	3:51	3:59	4:08	21
5:05	5:21	5:29	5:38	21

20 Penticton

Regional

Monday to Friday

	OA	SE	HH	C1
From Route	7th Ave and Birch	Eastside at Devon	Heritage Hills	Cherry Lane Shopping Centre (north entrance to The Bay)
21	7:20	7:27	7:35	7:54
21	8:50	8:57	9:05	9:24
21	11:50	11:57	12:05	12:24
21	4:27	4:34	—	4:52
21	5:57	6:04	—	6:22

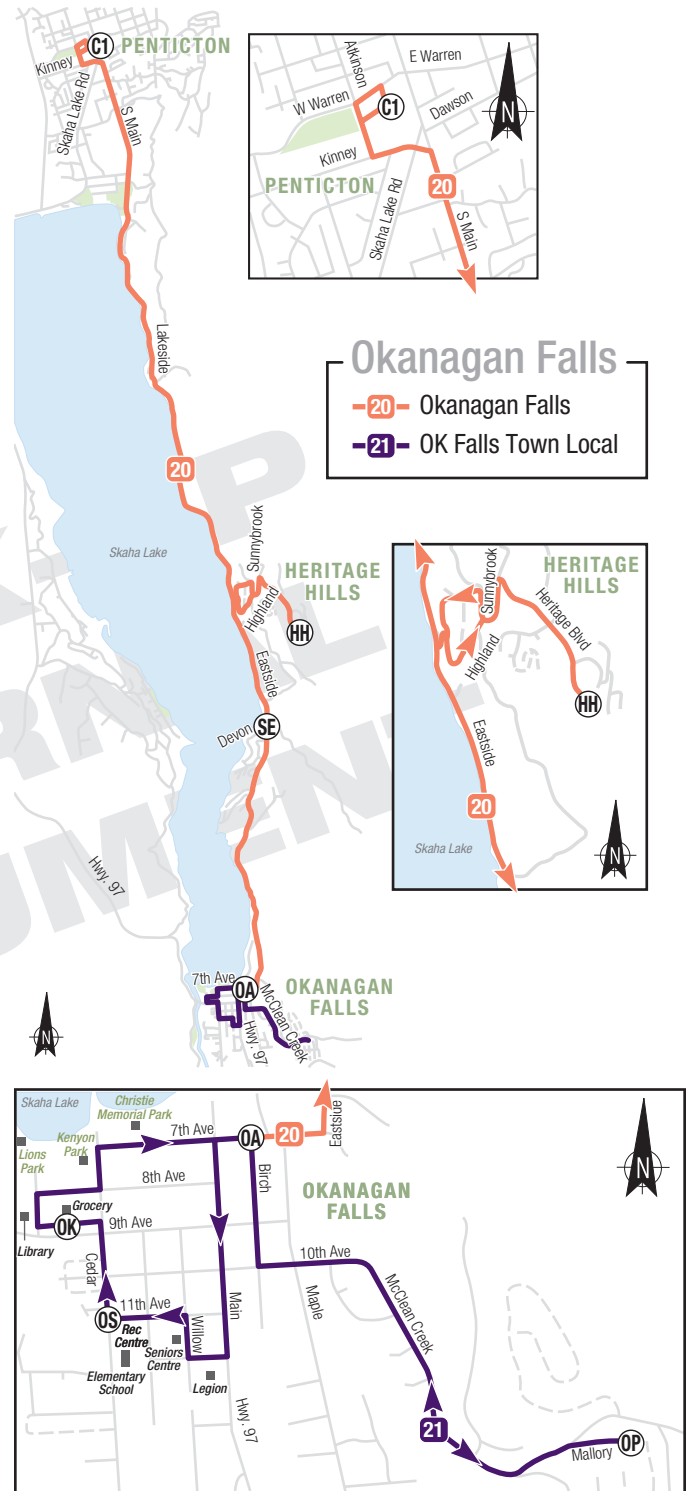
Bus will stop in Penticton to pick up and drop off passengers.

21 OK Falls Town Local

Local

Monday to Friday

OA	OP	OS	OK	OP	OA
7th Ave and Birch	Peach Cliff Estates	OK Falls Community Centre	OK Falls IGA	Peach Cliff Estates	7th Ave and Birch
7:09	—	7:12	7:15	—	7:20
8:35	8:38	8:42	8:45	—	8:50
11:35	11:38	11:42	11:45	—	11:50
4:08	—	4:11	4:14	4:19	4:22
5:38	—	5:41	5:44	5:49	5:52



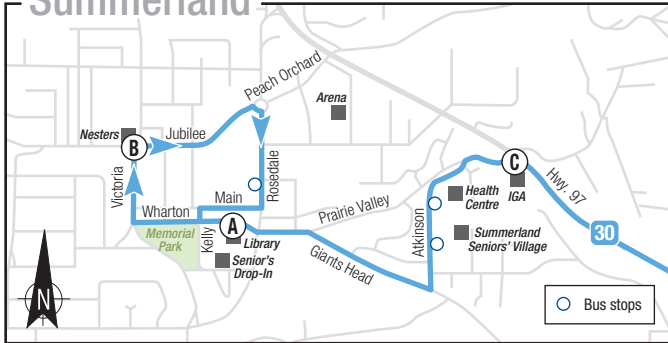
Transit maps show transit routes, exchanges and relevant landmarks to help riders use the transit system. They are not complete street maps.

30 Summerland to Penticton Local/Regional

Monday to Friday

Summerland			Trout Creek	Penticton		
(A)	(B)	(C)	(S)	(D)	(I)	(C1)
Summerland Library	Victoria and Jubilee	Summerfair Shopping Centre	Nixon and May	Okanagan College	Penticton Regional Hospital	Cherry Lane Shopping Centre
7:15	7:17	7:26	7:33	7:48	7:54	8:00
10:30	10:32	10:41	—	10:58	11:04	11:10
2:40	2:42	2:51	2:58	3:13	3:19	3:25
4:30	4:32	4:41	—	4:58	5:04	5:10

Summerland



Trout Creek



Penticton



30 Penticton to Summerland Local/Regional

Monday to Friday

Penticton			Trout Creek	Summerland		
(C1)	(I)	(D)	(S)	(C)	(B)	(A)
Cherry Lane Shopping Centre	Penticton Regional Hospital	Okanagan College	Nixon and May	Summerfair Shopping Centre	Victoria and Jubilee	Summerland Library
8:05	8:09	8:14	—	8:30	8:39	8:43
11:15	11:19	11:24	11:38	11:44	11:53	11:57
3:30	3:34	3:39	—	3:55	4:04	4:08
5:15	5:19	5:24	5:38	5:44	5:53	5:57



41 Osoyoos Local

	AA	BB	CC	DD	EE
	Lv. Cottonwood	Lv. Main at Cottonwood	Lv. 89th St. at Primrose	Lv. Jonagold Pl.	Ar. Main at 89th St.
M	7:00	7:04	7:15	7:20	7:30
T	12:00	12:04	12:15	12:20	12:30
M	Trip operates Monday to Thursday.				
T	Trip operates Tuesday, Wednesday and Thursday.				

40 Osoyoos to Penticton Regional

Tuesday, Wednesday, Thursday

To Penticton					
Lv. Osoyoos: Main at 89th	Lv. Oliver: Kootenay St. at Coop Ave.	Lv. Oliver: Hospital	Lv. OK Falls: IGA	Lv. Kaleden Community Hall	Ar. Penticton: Cherry Lane
7:30	7:47	7:55	8:15	8:25 R	8:45
12:30	12:47	12:55	1:15	1:25 R	1:45
Lv. Penticton: Cherry Lane	Lv. Penticton: Hospital	Lv. Penticton: Cherry Lane	Lv. Kaleden Community Hall	Lv. OK Falls: IGA	Lv. Oliver: Hospital
8:45	R	9:15 R	9:15 R	9:15 R	9:15 R
2:15 R	2:15 R	2:45	4:30	4:40 R	4:50

To Osoyoos					
Lv. Summerland Health Centre	Lv. Penticton Hospital	Ar. Penticton: Cherry Lane	Lv. Penticton: Cherry Lane	Lv. Kaleden Community Hall	Lv. OK Falls: IGA
9:15 R	R	9:45	10:15	10:25 R	10:35
2:15 R	R	2:45	4:30	4:40 R	5:05
Lv. Penticton: Hospital	Lv. Penticton: Cherry Lane	Lv. Kaleden Community Hall	Lv. OK Falls: IGA	Lv. Oliver: Hospital	Lv. Oliver: Kootenay St. at Coop Ave.
10:50	10:55	11:15	11:15	11:15	11:15
5:10	5:10	5:30	5:30	5:30	5:30

R By Request: For passengers needing pickup, book ahead by phoning 250-495-8054. Passengers already on board can ask the driver for a drop off.

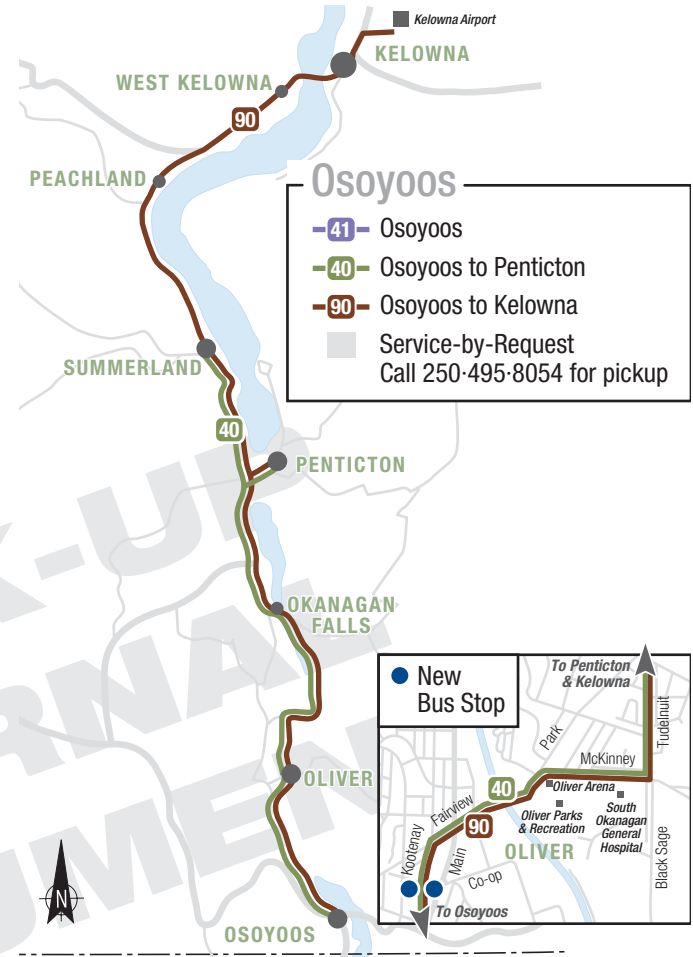
90 Osoyoos to Kelowna Regional

Monday

To Kelowna					
Lv. Osoyoos: Main at 89th	Lv. Oliver: Hospital	Lv. OK Falls: IGA	Lv. Kaleden Community Hall	Lv. Penticton: Cherry Lane	Lv. Penticton: Hospital
7:30	7:55	8:15	8:25 R	8:45	R
9:15 R	9:50	10:20 R	10:20 R	10:20 R	10:20 R
Lv. Penticton: Hospital	Lv. Penticton: Cherry Lane	Lv. Kaleden Community Hall	Lv. OK Falls: IGA	Lv. Oliver: Hospital	Ar. Summerland Health Centre
9:15 R	9:50	10:20 R	10:20 R	10:20 R	10:20 R
5:05	5:05	5:30	5:30	5:30	5:30

To Osoyoos					
Lv. Orchard Park Mall	Ar. Summerland Health Centre	Lv. Penticton: Hospital	Lv. Penticton: Cherry Lane	Lv. Kaleden Community Hall	Lv. OK Falls: IGA
3:00	3:45 R	R	4:30	4:40 R	4:50
5:05	5:05	5:30	5:30	5:30	5:30
Lv. Penticton: Hospital	Lv. Penticton: Cherry Lane	Lv. Kaleden Community Hall	Lv. OK Falls: IGA	Lv. Oliver: Hospital	Ar. Osoyoos: Main at 89th
5:30	5:30	5:30	5:30	5:30	5:30

R By Request: For passengers needing pickup, book ahead by phoning 250-495-8054. Passengers already on board can ask the driver for a drop off.



Transit maps show transit routes, exchanges and relevant landmarks to help riders use the transit system. They are not complete street maps.

- **Regular trips:** once a week or more, such as to and from work. Phone once with the information and the bus will pick you up every time. Phone only for changes, such as a cancellation.
- **One-time trips:** for appointments, shopping or other travel needs. Try to book 24 hours in advance. Same day requests may be accommodated.

There are two types of door-to-door service: regularly scheduled and one-time trips.

For several stops on the same trip, let the office know when booking.

If you need to cancel a trip, phone as soon as possible so others can be accommodated.

50 Princeton to Penticton Regional

Monday, Wednesday and Friday

Community	Location	Time
Princeton		8:00 a.m.
Hedley	Nickel Plate Restaurant	8:30 a.m.
Keremeos	OAP	8:50 a.m.
	Mountain View Manor	8:55 a.m.
	Hilltop Esso	9:00 a.m.
Cawston	Amber Light ^R	9:05 a.m.
Olalla	Century 21	9:15 a.m.
Penticton	Arrive	9:40 a.m.

^R By Request: For passengers needing pick up, book ahead by phoning 250-295-6666. Passengers already on board can ask the driver for a drop off.

50 Penticton to Princeton Regional

Monday, Wednesday and Friday

Community	Location	Time
Penticton		1:30 p.m.
Olalla	Zacks (on highway)	2:00 p.m.
Cawston	Amber Light ^R	2:10 p.m.
Keremeos	Greyhound/Napa (604 7th Ave)	2:20 p.m.
Hedley	Nickel Plate Restaurant	2:40 p.m.
Princeton	Arrive	3:10 p.m.

^R By Request: For passengers needing pick up, book ahead by phoning 250-295-6666. Passengers already on board can ask the driver for a drop off.

1-800-XXX-XXXX and press 5 for Princeton.

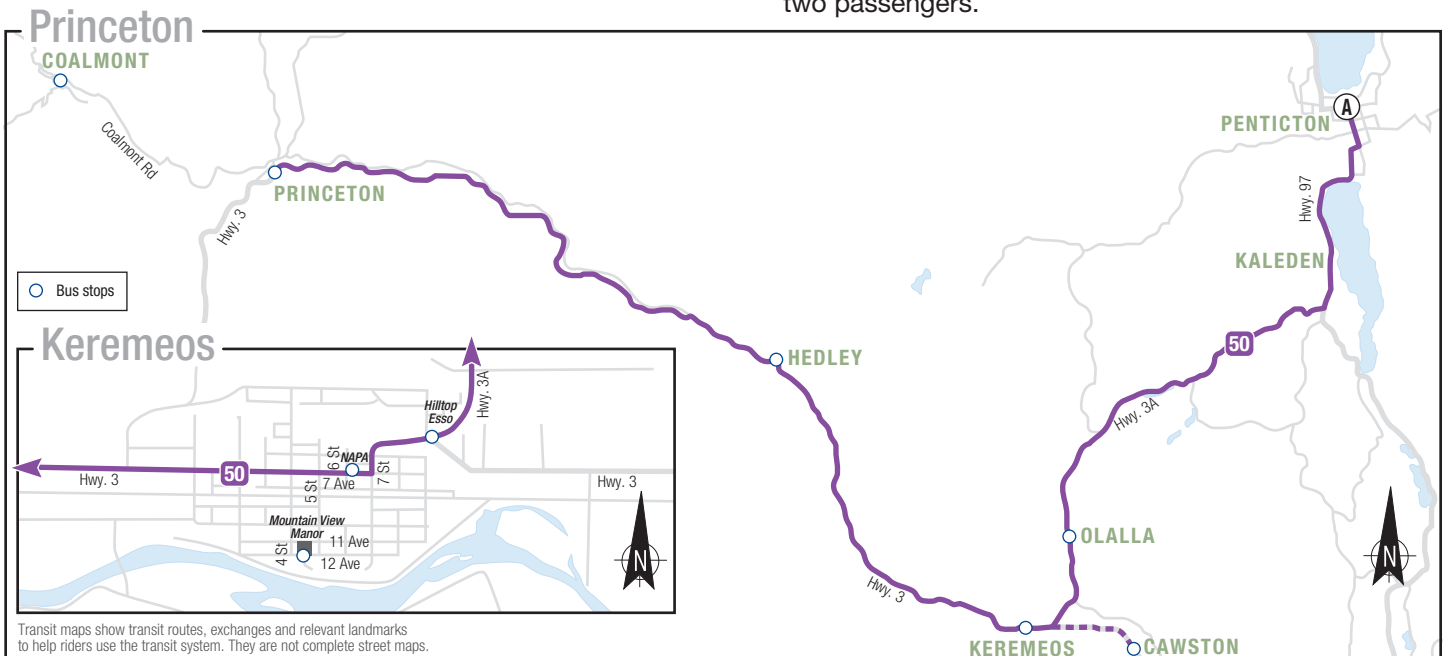
To Hedley*

Tuesday Phone for exact times.

To Coalmont*

Phone for exact times.

*Provided only if trips are booked with a minimum of two passengers.



Attachment "B" – Service Design Standards and Performance Guidelines

[2017 02 RDOS Service Standards Performance Guidelines_FINAL_Dec 2016.pdf](#)

Okanagan-Similkameen

Service Design Standards & Performance Guidelines

December 2016



City of Penticton Transit System

Okanagan-Similkameen Transit System

South Okanagan Transit System

Princeton and Area Transit System

Summerland Transit System

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1. Introduction

This draft Service Design Standards and Performance Guidelines document has been created based on BC Transit experience in other B.C. communities to date and industry best practices. It provides a suggested path for Service Design Standards and Performance Guidelines, and the draft document will be further refined through local government partner feedback before final endorsement by the respective Regional District transit system jurisdictions. The 2012 Independent Review of BC Transit included a recommendation that “BC Transit should work with local governments to set appropriate service standards for each transit system and provide annual data on system and route performance” (*BC Transit Independent Review*: Recommendation 12). Since the review, BC Transit has been working with local governments and transit partners to develop Service Design Standards and Performance Guidelines for transit systems as part of planning projects.

In the case of larger communities with over 25,000 residents—such as the combined population scope of communities covered in the 2015 Okanagan-Similkameen Transit Future Plan —these customized Service Design Standards and Performance Guidelines are being developed to align with their route networks and structures. In the case of smaller individual communities around B.C. that do not fall within this work, a more general approach to Service Design Standards and peer performance comparisons has been taken.

Service Design Standards and Performance Guidelines are developed as tools to facilitate future service planning decisions, whether making adjustments to existing service or planning additional service, and measure how the transit system is progressing towards achieving its goals. Service Standards and Performance Guidelines are defined as follows:

- **Service Design Standards** define minimum service levels, the service area, and when new service should be introduced to an area.
- **Performance Guidelines** measure service effectiveness, monitor how well the transit system is progressing towards achieving its goals, and determine whether change is required.

These measures are meant to ensure resources are used effectively and an acceptable level of service quality is provided to the customer.

Service Standards and Performance Guidelines should be reviewed periodically (every 5-10 years depending on the level of community development); since they evolve as the transit system develops and as community needs change.

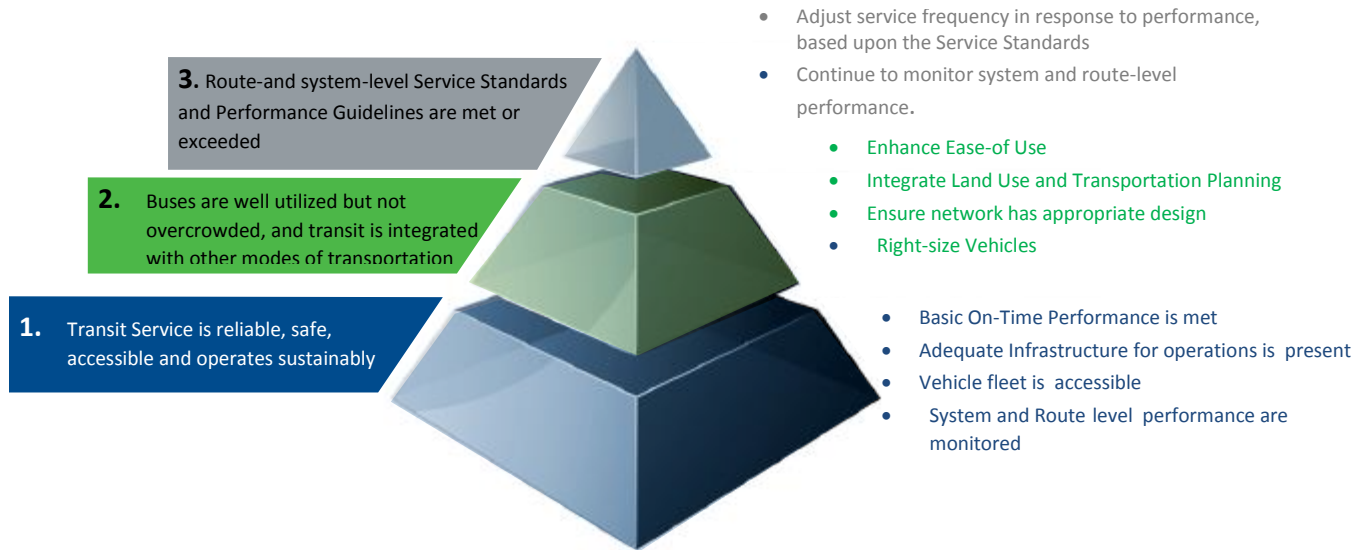
1.1. Background

The Okanagan-Similkameen Service Design Standards and Performance Guidelines builds on previous planning work for the systems of the region, including the 2016 Okanagan-Similkameen Area D Service review, but in particular the 2015 Okanagan-Similkameen Transit Future Plan which outlines strategic priorities for transit improvements and expansions across communities of the RDOS.

Why Service Design Standards matter: The key benefit of Service Design Standards is that they guide local governments and BC Transit staff in determining and managing community expectations regarding the level of transit service to be provided. They also provide principles for decision-making regarding system design, such as whether to provide new service or increase or decrease existing service

Service Design Standards and Performance Guidelines assume that the operational foundations of transit are provided and work to inform service changes in order to achieve goals. Figure 1 summarises the operational foundations and service planning approach.

Figure 1: Operation Foundations and Service Planning Guidelines



1.3. Scope

Transit in Okanagan-Similkameen as represented in Figure 2, is comprised of five transit systems:

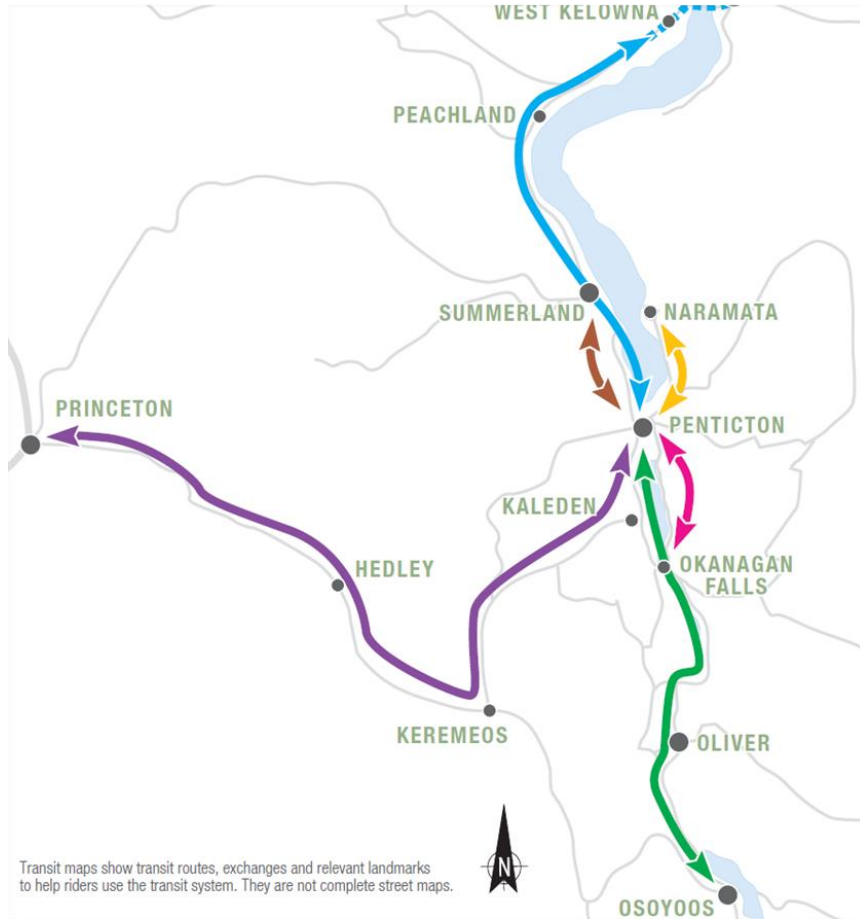
- City of Penticton Transit System
- Okanagan-Similkameen Transit System (Service within Areas E *Naramata* and D-2 *Eastside Road and Okanagan Falls*)
- Princeton and Area Transit System
- South Okanagan Transit System
- Summerland Transit System

Detailed service level maps are available at www.bctransit.com.

BC Transit partners with five local governments to provide the Okanagan- Similkameen service, the City of Penticton, the Regional District of Okanagan-Similkameen (RDOS), the Town of Osoyoos, Town of Princeton, and the District of Summerland.

Decisions on all fares and service levels are made separately within each of the five transit systems. Public input gathered through the 2015 Transit Future Plan indicated a strong need for a coordinated approach towards transit services, information and fares across the Okanagan-Similkameen. A working group composed of senior local government representatives from each of the transit systems is charged with supporting regional coordination efforts.

Figure 2: Transit Service Area Okanagan- Similkameen



The Regional District of Okanagan Similkameen is comprised of the following transit services:

- Conventional (fixed-route)

The Penticton Transit system is the only fully conventional system; it is complemented by a separate custom handyDART service offered for those who are unable to use the conventional system.

- Paratransit Services

Outside of Penticton, the remaining transit systems are classed as Paratransit. In these smaller, more rural areas, Paratransit fulfills the role of both conventional and custom service by offering blends of flexible and fixed service and includes Health Connections services.

- Custom Transit Service

The custom service area typically encompasses residences and destinations within a 1.5-kilometre distance from the existing fixed-route (conventional) systems. This service area definition draws from the Americans with Disabilities Act (ADA) legislation, which is commonly used as a technical source in Canada. Custom service functions in the City of Penticton and the District of Summerland

Table 1 summarises the transit the transit types within Okanagan-Similkameen

Table 1: Service Types and Operators RDOS Transit Systems

Transit System	Services Offered	BC Transit Category	Operator
Penticton	Conventional	Conventional	Penticton Transit Service (Berry & Smith)
	Custom* (handyDART)	Custom (handyDART)	Penticton & District Community Resources Society
Summerland	Conventional	Paratransit	Penticton & District Community Resources Society
	On-Request		
	Custom (handyDART)		
Okanagan-Similkameen (Naramata* & Okanagan Falls)	Conventional	Paratransit	Penticton Transit Service (Berry & Smith)
South Okanagan (Osoyoos)	Conventional	Paratransit	South Okanagan Transit Society
	On-Request		
Princeton & Area	Conventional	Paratransit	Princeton and District Community Services
	On-Request		

2. Network Design

2.1. Principle

Transit network should be designed to be easy to use and in dense urban communities competitive with automobile travel by improving the directness, reliability and frequency of the transit system. In order to match service to demand, and community design, the transit network should be composed of distinct layers of transit service which support one another and may be assigned different features and characteristics.

2.2. Standards

2.2.1. Structure of the Transit Service –Ease of Use

- Transit routes should connect residents to the local neighbourhood centre/closest town or village centre, and most transit trips between neighbourhood centres should be able to be made with no more than one transfer.
- In general, transit routes should be as direct as possible in denser areas and between major activity centres. Service may be less direct within rural neighbourhoods and smaller towns to improve service area coverage.
- Transit service should be operated on the arterial and collector road network and be very limited on the local road network in urban and suburban areas. Future arterial and collector roads should be designed to accommodate transit stops; local roads should be designed with pedestrian access pathways at regular intervals connecting to arterial and collector roads.
- Transit service should connect to other transportation systems to allow passengers to conveniently connect to other modes, including pedestrian and cycling networks, intercity busing and other regional transportation options as well as custom transit services.
- Customer information should be designed to be straightforward with simple route and schedule information.
- People with mobility and cognitive impairments should be provided with a range of transit services best suited to meet their needs, including custom service and fully accessible conventional transit vehicles and bus stop infrastructure.
- Bus stop infrastructure design and installation should follow the guidelines detailed under section 6 of this report.

2.2.2. Transit Layers

- **Rapid Bus** Fast, frequent, and direct (service every 5 to 15 minutes) Extensive Transit Priority or exclusive right-of-way Vehicle: High-capacity bus
- **Frequent Transit** Direct, frequent (service every 5 to 15 minutes) Routes in mixed traffic with some transit priority Vehicle: Standard or high-capacity bus
- **Local Transit** Frequency (15 minutes or greater) Connection to local destinations and frequent/rapid networks. Vehicle: standard or small buses
- **Paratransit** (Rural Transit) Frequency varies, and routing has variable degrees of flexibility. Used in small towns and rural communities where the rides per hour are very low, but where coverage is still wanted. Vehicles: Include a mix of minibuses, taxis, van



2.3. Network Layers for the Regional District Okanagan-Similkameen

Table 2 defines the Okanagan- Similkameen Transit system Network Layers and indicates the routes category today and the future transit category. A new route numbering system will inform the Okanagan-Similkameen integrated service. Appendix A describes the route number today and the proposed route renumber.

Table 2: Network Layers

Service Layer	Service Description	System and Bus Routes (Existing numbers)	System and Bus Routes (New numbers)
Frequent Transit	The Frequent Transit Network (FTN) provides medium-to high-density mixed land use corridors with a convenient, reliable, and frequent (15 minute service) transit service operating weekdays between 7:00 am and 6:00 pm. The goal of the FTN is to allow customers to spontaneously travel between major destinations and reach the inter-regional exchange without having to consult a transit schedule.	Does not yet exist.	Penticton Transit System <ul style="list-style-type: none"> • 5 Main Street
Local Transit	The Local Transit Network (LTN) is designed to connect neighbourhoods to local destinations and to the FTN. LTN services allow customers to plan a trip to work, school, or the local shopping centre. Frequency and vehicle types are selected based on demand, with LTN routes sub-categorized into either an Urban or Small Town LTN.	See below	See below
Local Urban Transit:	<ul style="list-style-type: none"> • Frequency 30 minutes or greater • Connection to local destinations , FTN • Conventional fixed-route, fixed-schedule service 	Penticton Transit System <ul style="list-style-type: none"> • 1 Okanagan Lake • 2 West Side • 3 Uplands Skaha • 4 West Side • 5 Main Street • 15 Night Route • 16 Lake to Lake 	Penticton Transit System <ul style="list-style-type: none"> • 1 Okanagan Lake • 2 West Side • 3 Uplands Skaha • 4 West Side • 15 Night Route • 16 Lake to Lake

Table 2 continues over the page

Service Layer	Service Description	System and Bus Routes (Existing numbers)	System and Bus Routes (New numbers)
Local Small Town Transit	<ul style="list-style-type: none"> • Frequency 60 minutes or greater • Connection to local destinations, FTN, or Regional/Inter-regional services • May include Paratransit options 	<p>Okanagan-Similkameen Transit System</p> <ul style="list-style-type: none"> • 21 OK Falls Local <p>South Okanagan Transit System</p> <ul style="list-style-type: none"> • 1 Osoyoos <p>Princeton and District</p> <ul style="list-style-type: none"> • Paratransit 	<p>Okanagan-Similkameen Transit System</p> <ul style="list-style-type: none"> • 21 OK Falls Local <p>South Okanagan Transit System</p> <ul style="list-style-type: none"> • 41 Osoyoos Local <p>Princeton and District</p> <ul style="list-style-type: none"> • 51 Allison Flats • 52 Hospital • 53 Similkameen Tunnel
Targeted Transit: Regional and Health Connections	<p>Regional transit services designed to provide access between communities of the region. The target market includes a mix of people travelling for health services, personal shopping, and for some communities, commuter services or post-secondary students and employees</p> <p>Health Connections service provides transportation options to access non-emergency medical appointments – although medical appointments have priority, everyone is eligible to use this service if space is available.</p>	<p>Okanagan-Similkameen Transit System</p> <ul style="list-style-type: none"> • 10 Naramata • 20 Okanagan Falls <p>Summerland Transit System</p> <ul style="list-style-type: none"> • 1 Summerland <p>South Okanagan Transit System</p> <ul style="list-style-type: none"> • 2 Penticton <p>Princeton and Area Transit System</p> <ul style="list-style-type: none"> • 1 Princeton 	<p>Okanagan-Similkameen Transit System</p> <ul style="list-style-type: none"> • 10 Naramata • 20 Okanagan Falls <p>Summerland Transit System</p> <ul style="list-style-type: none"> • 30 Summerland <p>South Okanagan Transit System</p> <ul style="list-style-type: none"> • 40 Osoyoos <p>Princeton and Area Transit System</p> <ul style="list-style-type: none"> • 50 Princeton • 60 Keremeos

Table 2 continues over the page

Service Layer	Service Description	System and Bus Routes (Existing numbers)	System and Bus Routes (New numbers)
Targeted Transit: Inter-Regional	Inter-regional services are designed to provide commuter connections for post-secondary students and employees working outside of the Okanagan- Similkameen, as well as access to advanced medical services and specialized shopping not available in Penticton or other regional hubs.	South Okanagan Transit System <ul style="list-style-type: none"> • 3 Kelowna 	Transit System To-Be-Determined <ul style="list-style-type: none"> • 90 Kelowna
Custom Transit (handyDART)	Demand-responsive service for people with disabilities who cannot use the regular accessible conventional transit system some or all of the time.	<ul style="list-style-type: none"> • Penticton Transit System • Summerland Transit System 	<ul style="list-style-type: none"> • Penticton Transit System • Summerland Transit System

3. Integrated Land Use

3.1. Principle

There is a strong relationship between transit and land use. Transit-supportive land use is critical for the success of the transit system and, conversely, transit (especially fixed-corridor, high-quality transit service) transportation must be integrated in order to best serve people, as illustrated in Figures 3.

In residential areas the size of the transit customer base comes from land use and neighbourhood form.

For example, traditional late 19th century town forms and higher-density development can better support transit because transit stops can be located within walking distance of greater number of potential transit users, thus maximizing the potential transit customer base and leading to increased ridership.

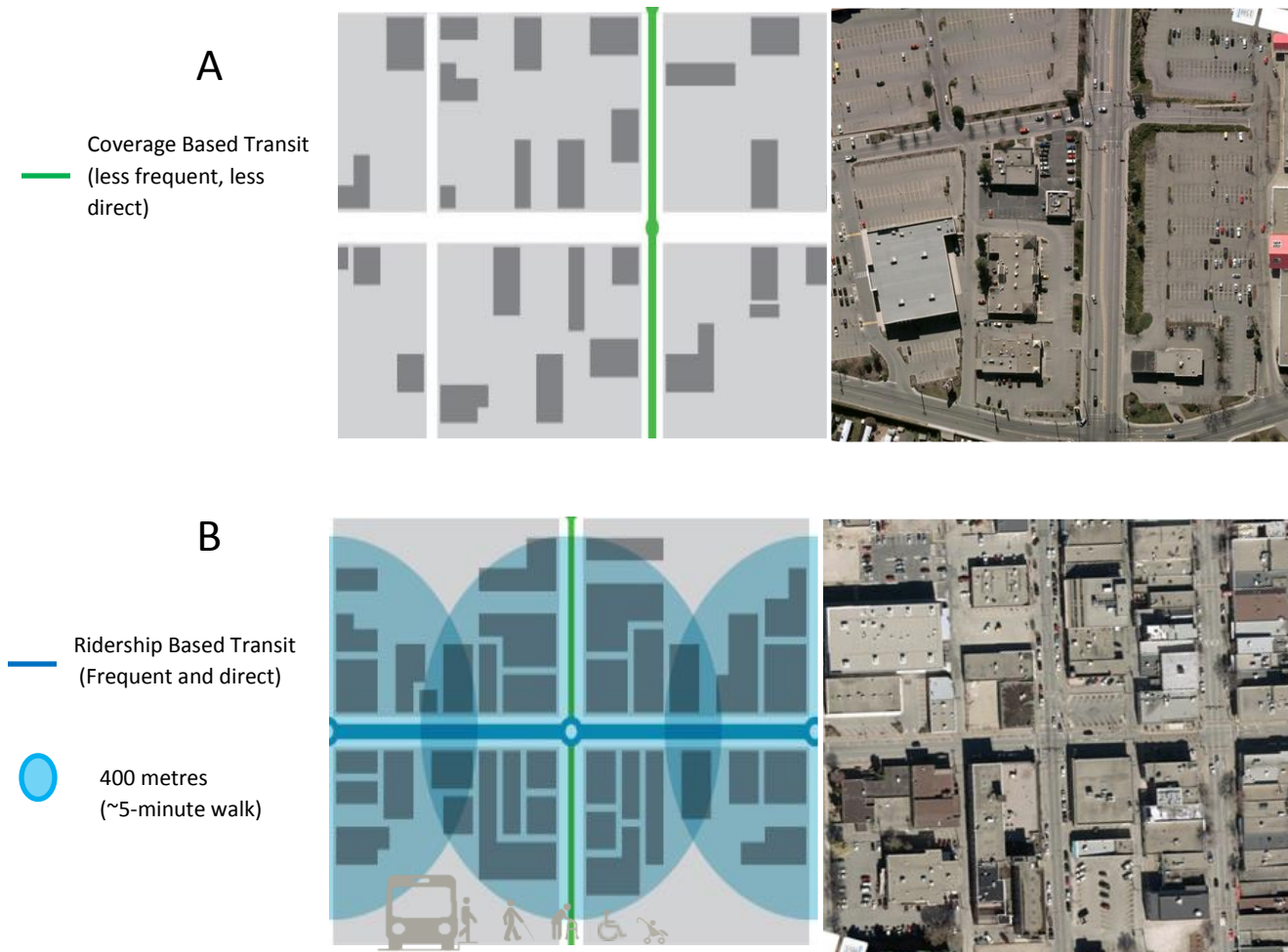
Figure 3: the older part of central Princeton is an excellent example of a compact traditional town – density is 25 units per hectare



In destination areas, the transit accessibility of employment and services that people travel to be determined by land use and urban form refer Figure 4. Areas with compact employment and service space draw more people – but the way in which those buildings are arranged also influences how convenient and attractive they may be to access for people using transit or travelling on foot.

Service levels for transit are determined based on these characteristics, with more direct and frequent transit recommended for high-demand destinations that are pedestrian-friendly, and coverage-based transit suggested for areas that have lower demand and less suitable design.

Figure 4: Transit based on density and urban form destinations



- In example A above, needing to travel from the sidewalk across large spaces to destinations/buildings makes transit and walking less convenient, particularly for transit users and pedestrians with mobility challenges, strollers, or large parcels.
- In example B above having destinations/buildings adjacent to the sidewalk (near to transit stops) makes it easier and safer for transit users and pedestrians of all abilities and ages.

3.2. Standard

3.2.1. Density

The recommended gross density of ten residents per hectare (1,000 residents per square kilometer) over a minimum developed area of ten hectares is generally considered the minimum to support local transit service with a one- to two-hour service frequency of conventional (fixed-route) service. These measurement areas are visualized in figure 5, below. Areas with lower population densities, typically smaller towns, would be provided with paratransit-type services.

Figure 5: Visualizing Density –Examples

a) High Density - Frequent and Local Transit Service Layer

Mobile Homes, Okanagan Falls – 20 units per Ha
Population Estimate - 40 residents per Ha



Townhouses, Penticton – 30 units per Ha
Population Estimate - 60 residents per Ha



b) Medium Density –Local Urban Transit and Local Small Town Transit Service Layers

Single-Family Homes, Osoyoos - 8 units per Ha

Population Estimate – 18 residents per Ha



c) Low Density – Limited Service Paratransit Service Layer

Rural Agricultural, Cawston - 0.5 units per Ha

Population Estimate – 1 resident per Ha



Rural Residential, West Bench – 2 units per Ha

Population Estimate – 5 residents per Ha



3.3. Standards for Integrating Transit and Land Use in Okanagan-Similkameen

- An extension of service coverage may be considered to areas with a minimum density of 10 residents per hectare (1,000 residents per km²) or 10 jobs per hectare (1,000 jobs per km²) measured over a minimum developed area of 10 hectares (e.g. suburban development of single-family homes). There should be road and pedestrian infrastructure in place that enables safe, direct access and efficient operation of transit service.
- Ensure new residential development in the region, including in smaller and non-urban communities, is medium- to high-density infill development, in order to be able to serve more people with transit more efficiently.
- Locate employment and other non-residential destinations together to ensure opportunities for effective transit service. Develop mixed-use sites: Combining people and amenities, especially in medium- and high density developments, will enable efficient access by preferred modes of transportation like transit, walking, and cycling. Providing transit access to and from these concentrated areas can reduce single-occupancy vehicle dependence in the Regional District of Okanagan-Similkameen.

Aligning Transit and Land Use: BC Transit Development Referral Program

BC Transit encourages collaboration with local governments and other stakeholders in land use planning exercises to offer a multimodal transportation lens. To this end, BC Transit recommends that the District of Summerland, City of Penticton, Town of Osoyoos, Town of Oliver, Town of Princeton and the Regional District of Okanagan-Similkameen participate in BC Transit's Development Referral program, which enables the local government to send development or rezoning applications to BC Transit for transportation-focused review and comment.

As part of this referral process, BC Transit reviews the proposal and provides local government with comments on how the proposed development fits within the existing transit network, the outlook for future transit service to the development area, and comments on active transportation links or transit amenities that would make the development more transit-friendly. The City of West Kelowna, in the neighbouring Central Okanagan Regional District, currently participates in this program to good effect.

More information on this program can be found by contacting developmentreferrals@bctransit.com.

4. Service Levels- Frequency and Span

4.1. Principle

Service levels define the time range or span of service and the frequency of service applicable to a route. The way a network is structured also has a large role in determining the frequency that should apply.

Service levels are designed in a way that secures a minimum standard of service while maintaining flexibility to improve service levels where needed. Coverage and trip times are considered on a route by route basis instead of applying a network wide standard.

4.2. Standards

Service frequency refers to how often there is an interval between two consecutive bus departures on the same route. When determining an appropriate frequency there are three different aspects to consider, frequency based on policy, demand or clock face¹.

The common practice is to have more frequent service during peak hours of demand and less frequent during off peak. A widely used policy frequency is 30 minutes during peak and 60 during off peak, and night and weekend frequency usually match off peak or may even be longer. Typically peak hour frequency will be less on rapid or frequent transit services.

Demand based frequency is typically used when service demand requires less than 30 minute service intervals.

¹ Clock face (headways) frequency refers to setting frequency to intervals that divide evenly by 60. Clock face frequency helps passengers better predict bus arrival times removes the need for complex schedules and riders guide. Delivering clock face headways in longer type routes servicing low density is often difficult to achieve.

Span of service is another measure that relates to the capacity of the system. Span of service is the number of hours and days when service operates, i.e., the start of the service day until the end of the service day, as well as weekdays, Saturday, and/or Sunday. The longer period of time that service is available, the greater is the capacity of the system. The span of service will usually vary by route depending on service type, the day of the week, and route performance. Generally, high-performing routes will have longer service spans, and weekday spans of service are longer than for Saturday and Sunday. Express routes generally operate a time-specific span of service (weekday AM and PM peak periods is standard), though demographic characteristics and work hours of the area may require a different span of service.

For determining span of service for new routes, the characteristics of the target market should be examined and compared to existing services.

The existing weekday and Saturday service spans and frequencies for the RDOS service layers are shown in Appendix B. While there are gaps in the span of service, and weekday service frequency varies from every 20-60 minutes to every three to five hours depending on the route, these service spans and frequencies are in line with existing levels of demand.

4.3. Standard for Service Frequency and Span in Okanagan-Similkameen

Service will be adjusted over time to meet target for operating hours per day and service frequency. A service span extension will be considered when the first or last hour of service has productivity greater than the average productivity on the route; a service frequency increase will be considered when a route’s average productivity exceeds 150% of the target productivity for the service layer in which it lies, or to meet other strategic investments identified as priorities.

Table 3 defines the proposed minimum service span and frequency for each service layer. Taking a long-term view, the provision of Sunday service has been added for the Regional Transit and Local or Connecting Transit – Ridership-Based service layers.

Table 3: Transit based on density and urban form destinations

Service Layer	Target Minimum Service Span	Target Minimum Service Frequency
Frequent Transit	Weekdays: 7:00 a.m. to 6:00 p.m. Saturdays: 9:00 a.m. to 6:00 p.m. Sundays: 10:00 a.m. to 5:00 p.m.	Weekdays: Every 15 minutes Saturdays: Every 30 minutes Sundays: Every 60 minutes
Local Transit: Urban	Weekdays: 6:00 a.m. to 7:00 p.m. Saturdays: 7:00 a.m. to 7:00 p.m. Sundays: 9:00 a.m. to 5:00 p.m.	Weekdays: Every 30 minutes to 1.5 hours Saturdays: Every 30 minutes to 1.5 hours Sundays: Every 2 to 3 hours
Local Transit: Small Town	Weekdays: 7:00 a.m. to 6:00 p.m. Saturdays: 8:00 a.m. to 6:00 p.m. Sundays: no service	Weekdays: Every 1.5 to 3 hours Saturdays: Every 2 to 4 hours Sundays: no service

Targeted Transit: Regional and Health Connections	Weekdays: 7:00 a.m. to 5:30 p.m. Saturdays: no service Sundays: no service	Weekdays: Every 2 to 4 hours Saturdays: no service Sundays: no service
Targeted Transit: Inter-Regional and Health Connections	Weekdays: 6:30 a.m. to 6:30 p.m. Saturdays: no service Sundays: no service	Weekdays: Every 2 to 4 hours Saturdays: no service Sundays: no service
Custom Transit	n/a (demand-based)	n/a (demand-based)

5. On-Time Performance

5.1. Principle

The on-time performance of transit service plays a key role in the success of the overall system. To customers, unreliable service affects their perception of service quality, transit utility compared to other modes, and value for money. To transit agencies, this can translate to loss of ridership and revenue.

Some factors contributing to on-time performance cannot be controlled, so the best strategy to deal with on-time performance issues is to schedule running times that are reflective of actual operating conditions. This means that schedules should be built in consideration of known delays, and with sufficient recovery time.

5.2. Standards

The customary target for scheduled transit is to have 95 percent of trips arriving within +/- three minutes of the scheduled time.

5.2.1. Techniques

- **Recovery time** Service reliability is maintained by adding “recovery” time to the trip. The recovery time is a planned time allowance for the bus (and driver) between the arrival time of a just completed trip and the departure time of the next trip. This additional time acts as a crucial buffer in order to allow the route to return to the “published” schedule if traffic, loading or other conditions have made the trip arrive late. This time may also be used by the driver for a (bathroom) break before departing on his/her next trip.

In similar sized transit systems, recovery time makes up approximately 12 to 15 per cent of the total revenue hours in the system. This is an industry standard to ensure reliable system performance.

- **Coordination of passenger loads** to avoid poor departure spacing of buses and overcrowding.

- **Road maintenance and construction** prioritize snow clearance for high-volume transit routes and improve communication between municipal public works departments and local transit operating companies regarding upcoming construction work and road closures
- **On-road supervision** On-Road supervision to monitor adherence to transit schedules
- **Transit priority** - In route segments where transit is often delayed by congestion, implementing treatments such as *queue-jumper lanes* – shoulder lanes in which a bus may “jump” past congestion, or *signal priority* in which an intersection light along a priority transit corridor is signaled by on-board transponders of approaching buses to remain green several seconds longer, or shorten a red cycle slightly to improve flow for transit vehicles.
- **Shortening boarding and alighting times** by improving infrastructure to make it easier for passengers to board and alight or make fare-payment faster.
- **Customer Information** In almost all circumstances, keeping transit customers informed of anticipated arrival times is helpful and lessens the impact of minor schedule deviations. For conventional transit, Automatic Vehicle Location (AVL) information may be placed at heavily used stops to update customers on anticipated transit arrival times, or in the instance of on-request Paratransit, operating companies may contact passengers awaiting pickup.

5.3. Standard for On Time Performance Okanagan-Similkameen

For transit across the Okanagan-Similkameen the most common causes of service reliability issues in conventional transit (Penticton) are long boarding and alighting times due to passenger demographics and the use of mobility aids. In the smaller Paratransit systems, dominated by long-distance routes between communities, the on-request nature of many services creates broad timing variability. Table 4 details the on techniques for each Okanagan - Similkameen transit type for assisting in delivering the on time performance standard

Table 4: Recommended On time Performance Technique per Transit Type

	Recovery Time	Coordination of Passenger Loads	Road Maintenance and Construction	On-Road Supervision	Transit Priority	Shortening Boarding and Alighting Times	Customer Information
Frequent Transit	✓	✓	✓	✓	✓	✓	✓
Local Transit: Urban Transit	✓	✓	✓	✓	-	✓	✓
Local Transit: Small Town	✓	✓	✓	-	-	✓	-
Regional Transit	✓	-	✓	-	-	-	-
Inter-Regional Transit	✓	-	✓	-	-	-	✓

6. Infrastructure

6.1. Principle

Along with the vehicles themselves, transit infrastructure is the most visible aspect of transit service to the customer and non-user alike, and has a significant influence on how transit service is perceived by the local community and on the customer experience. Infrastructure elements can have an impact on safety and boarding and alighting ease and speed for passengers and as a result have an influence on the perception and the on-time performance.

6.2. Standard

6.2.1. Exchanges

- Transit exchanges should provide weather protection, lighting, and quality customer information (transit schedules and map information), and should be universally accessible.
- Transit exchanges should be located within the activity centres of the community, e.g. the downtown core, in order to reinforce the relationship between transportation and land use patterns.

6.2.2. Bus Stops – Location

- Bus stops should be located in areas where it is safe for passengers to board and alight – ideally near intersections, in order to minimize walking distance to transit.
- Bus stops should be provided at major activity points and scheduled timing points. In addition, the distance between bus stops should generally be about 400 metres in neighbourhood centres and further apart in areas with low population densities or rural areas.

6.2.3. Bus Stops - Amenities

- Bus stops should include a hard-surfaced landing/waiting area and be universally accessible in urban areas. In rural areas, universal accessibility should be based on request.
- Bus stops should be clearly designated with the appropriate signage (flag sign or strip sign).
- Over time, the number of shelters provided in the system should evolve to include all major activity points and at least one shelter in each residential neighbourhood served. Additionally, **a shelter should be considered for installation at a bus stop when any (or all) of the following criteria are met:**
 - the bus stop experiences a moderate to high volume of boardings (10 or more passenger boardings per weekday ²)
 - the bus stop is a major connection point to other modes of transportation
 - Shelter primarily serves a population that is more vulnerable to temperature extremes where the installation of a transit shelter could encourage increased ridership.

² Based on the BC Transit Shelter Program minimum type of shelter type 2 – expected 10-20 passenger boardings per weekday

- Ideally, stops with shelters should include a bench, schedule/transit system information, garbage can, and lighting.
- Transit infrastructure should be planned, designed, and constructed per CPTED (Crime Prevention through Environmental Design), as well as local, provincial, national, and industry standards and guidelines.

6.3. Standard for Transit Infrastructure in Okanagan-Similkameen

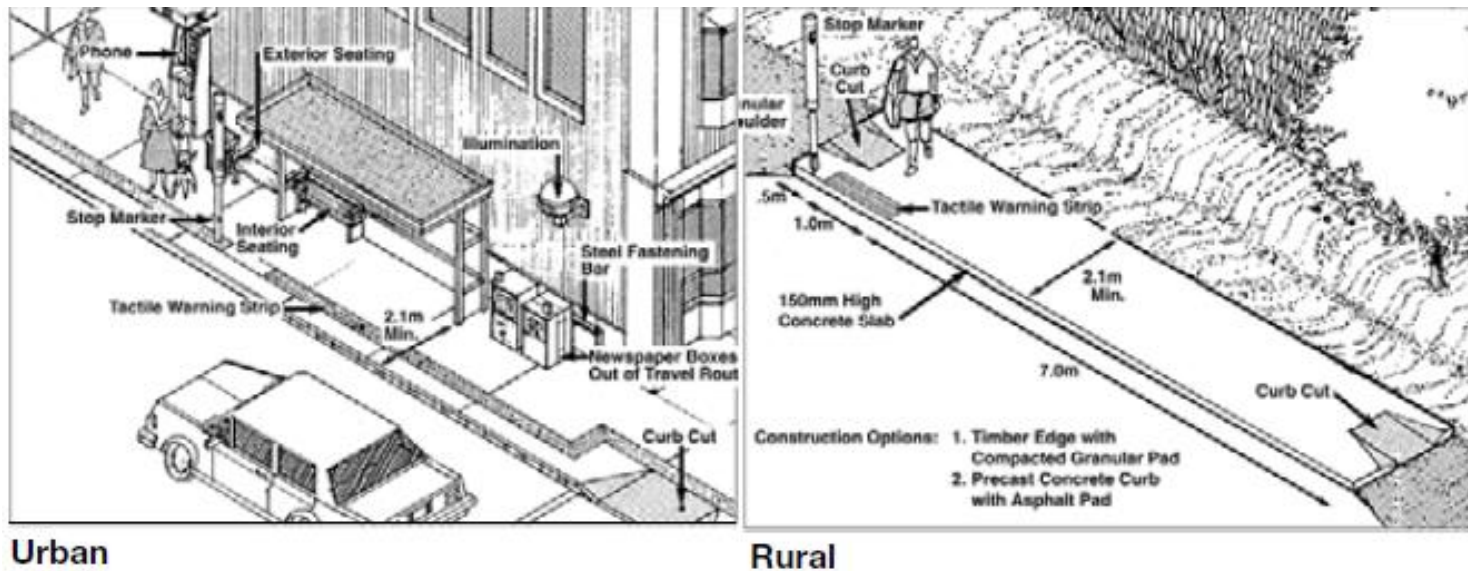
Table 5 defines the transit infrastructure for each transit layer type. Design principles for transit facilities should conform to the BC Transit Infrastructure and Design Guidelines as well as local, provincial, national and industry standards and guidelines. The extent of passenger amenities to be provided at each bus stop also depends on local context. Typical layouts of the passenger amenities provided in an urban area verses a rural area are illustrated in figure 5.

Table 5: Recommended Transit Infrastructure Standard per Transit layer

	Bus Stop & Schedule information	Pads or Sidewalks	Bench and Shelter	Lighting Garbage Can Bicycle Rack
Frequent Transit	All	ALL	Benches at moderate boarding locations Shelters installed at locations where high passenger volumes occur	Bike racks at high use transfer points Garbage bins and lighting in coordination with shelter and bench installation
Local Urban Transit	All	All	Benches at moderate boarding locations Shelters installed at locations where high passenger volumes occur	Bike racks at high use transfer points Garbage bins and lighting in coordination with shelter and bench installation
Local Small Town Transit	Select locations	Based on request.	Benches at moderate boarding locations Shelters installed at high passenger boarding locations	Bike racks at high use transfer points
Regional Transit	Select Locations	Based on request.	Benches at moderate boarding locations Shelters installed at high passenger boarding locations	Bike racks at high use transfer points Garbage bins and lighting in coordination with shelter and bench installation
Inter-Regional Transit	All designated stop locations	All	Benches at moderate boarding locations Shelters installed at high passenger boarding locations	Bike racks at high use transfer points Garbage bins and lighting in coordination with shelter and bench installation

),

Figure 5: Typical layouts of the passenger amenities provided in an urban area versus a rural area, BC Transit Infrastructure Guidelines



7. Transit Vehicle Types

7.1. Principle





Vehicle type is related to passenger loads during the peak service periods. On routes where bus capacity is exceeded, consideration should be given to operating vehicles with additional capacity or service with increased frequency. On routes where a small bus would accommodate passenger loads at peak times, consideration should be given to operating a smaller bus and maintaining existing service frequency. A typical approach is to allow standing passengers during peak periods but to provide sufficient capacity for seated passengers during the off-peak hours.

7.2. Standard

7.2.1. Fleet Options

Table 6 below describes various vehicle types within BC Transit’s fleet across the province. For the application of vehicle types specific to the Okanagan-Similkameen Regional District, see 4.3 Vehicle Type by Service Layer.

Table 6: BC Transit Vehicle Types

High-Capacity	Heavy-Duty	Medium-Duty	Light-Duty
			
<ul style="list-style-type: none"> • Double deck or articulated • Low floor • Minimum of 2 wheelchair positions • 35 or more seats, 95 passengers with standees • 20-year planned lifecycle • 40 feet or greater in length • 2 or more doors • 2,500 maximum annual operating hours • 75,000 maximum annual kms 	<ul style="list-style-type: none"> • Low floor • Minimum of 2 wheelchair positions • 30 or more seats, 70 passengers with standees • 13-year planned lifecycle • Greater than 35 feet in length • 2,500 maximum annual operating hours • 75,000 maximum annual kms 	<ul style="list-style-type: none"> • Low-floor / accessible • Minimum of 1 wheelchair position • Fewer than 25 seats 40 passengers with standees • 8- to 10-year planned lifecycle • 35 feet or less in length • 2,500 maximum annual operating hours • 75,000 maximum annual kms 	<ul style="list-style-type: none"> • Low floor or high floor accessible • Cutaway OEM chassis • Capable of having more than 2 wheelchair positions • 5-year planned lifecycle • Less than 35 feet in length, up to 20 seats • 2,000 maximum annual operating hours • 60,000 maximum annual kms (300,000km life) • Not componentized

7.2.2. Rightsizing Transit Vehicles

BC Transit has developed a vehicle rightsizing strategy. This includes standards, evaluation criteria and processes which are embedded into BC Transits ongoing business practices and guides procurement choices in vehicle expansion and replacement programs.

The rightsizing strategy formalises BC Transits vehicle selection methodology to ensure vehicle investment decisions support effective and efficient transit services. The following key objectives guide the vehicle rightsizing strategy and methodology to determine the appropriate vehicle size for each community:

- Vehicle decisions will meet the service needs of a community within a three year period
- Vehicle decisions will balance system effectiveness with system efficiency
- Is a standardised approach that has flexibility to respond to an individual systems opportunities and constraints

The detailed system evaluation process includes a combination of quantitative and qualitative factors, including existing fleet composition of the RDOS systems, ridership trends in comparison to vehicle capacity standards³, peak vehicle needs, spare ratios, interlining requirements and regional strategies where communities are close together which can share fleet resources such as maintenance support and parts supply. .

7.3. Vehicle Standards for the Okanagan-Similkameen Transit Fleet

Table 7: Okanagan- Similkameen Transit Layers and Vehicle Types

Service Layer	Preferred Vehicle Type
Frequent Transit	Heavy-Duty
Local Transit: Urban	Heavy-Duty and Medium-Duty
Local Transit: Small Town	Light-Duty
Targeted Transit: Regional and Health Connections	Light-Duty
Targeted Transit: Inter-Regional	Heavy-Duty and Medium-Duty
Custom Transit	Light-Duty Vehicles

³ BC Transit has established recommended Vehicle Capacity Standards; these ensure that on average, over the busiest hour during each period of the day, there is the right type of vehicle on the route, to comfortably accommodate all customers and mobility aids while still allowing for cost effective and operational efficiency.

8. Performance Guidelines

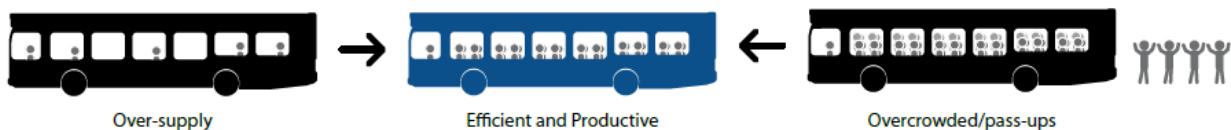
8.1. Principles

Performance Guidelines are unique evaluation tools that can be used to help plan new transit services, make adjustments to existing service, and measure how well the transit system is progressing towards achieving its goals. They define numerical thresholds and targets for a particular system and its routes and services.

Why they matter: Working in tandem with Service Design Standards, Performance Guidelines are a tool that can be used to evaluate existing services, identify trends in performance and, based on this evidence, determine how service and supporting features (fares, marketing, facilities, etc.) should be changed to improve the effectiveness and efficiency of the system. A number of processes can establish this equilibrium, such as:

- Altering service frequency
- Changing service span
- Reducing/Increasing coverage
- Changing bus stop spacing
- Changing vehicle type allocation
- Bus route changes

For a service to be efficient and productive a balance should be achieved between oversupply and overcrowding - service design guidelines assist to find this balance.



8.2. Standards

When system or route performance falls below or above the set guidelines, recommendations to local partners will focus on those tools above that help maximize efficiency

8.2.1. System Level Performance measures

Operating cost per revenue hour (efficiency indicator): measures the average cost to provide service per revenue hour. Calculated as the total operating cost less local contribution to lease fees (debt service) per total annual service hours provided.

Passenger trips per revenue hour (effectiveness indicator): measures the total volume of ridership as compared to the supply of transit service

Operating cost per passenger trip (efficiency indicator): measures the average cost to provide service per passenger trip generated. Calculated as total cost for the year less the local contribution to lease fees (debt service) per total passenger trips for the year.

Operating cost recovery (efficiency indicator): measures the financial performance of the transit system, usually expressed in terms of total revenue for a system for the year divided by total cost for the year less the local contribution to lease fees (debt service).

Passenger trips per capita (effectiveness indicator): measures the ratio between transit trips and the population of the service area. Total passenger trips for the year per the defined population of the area being served by the type of service. For Conventional systems this is the population that falls within 400m of the fixed route conventional service by linework. For Custom and Paratransit systems this is the

population within the defined limits of service. In systems that do not have defined limits of service this is the population that falls within the boundaries of the system as described in Schedule A of the Annual Operating Agreement (AOA).

8.2.2. Route Level Performance Measures

- **Average boardings per revenue hour** – measures the total volume of ridership as compared to the supply of transit service and is used as a route-level key performance indicator
This measure accounts for total passenger activity and considers the length of time a vehicle is in revenue service.
- **Cost per passenger trip and cost recovery route level** – there is no specified target or guideline for routes to be measured against. This information will show cost per passenger trip and cost recovery comparisons between routes in a system. Appendix C provide a summary of the estimated cost per passenger trip and cost recovery for each route.

8.3. Okanagan- Similkameen Performance Guidelines

8.3.1. System Level

Table 8 outlines the performance targets set for the Okanagan-Similkameen Transit at a system level, divided into the constituent systems. As well as monitoring existing performance against these guidelines, trends will be monitored over time to determine if a sub-system or routes are becoming more or less efficient.

The purpose of monitoring system wide performance is to identify trends in a system performance and compare the performance of the transit system with other peer transit systems. Appendix D provides a comparison of peer transit systems. BC Transit will work collaboratively with the local government partners to develop products and process to increase ridership and deliver more efficient transit service.

Table 8: System Level Performance Target

Metric	Penticton Conventional	Okanagan-Similkameen Paratransit	South Okanagan Paratransit	Princeton and Area Paratransit	Summerland Paratransit
Guideline Operating Cost per Hour	\$92.8	\$65.0	\$57.8	\$58.7	\$48.5
Guideline Passenger Trips per hour	20.0	4.0	3.5	3.3	7.0
Guideline Operating costs per passenger trip	\$4.8	\$16.7	\$17.2	\$18.2	\$10.1
Guideline Operating Cost Recovery	27%	10%	27%	12%	7%
Guideline Passenger Trips per capita	14.8	0.6	0.5	0.6	1.1

These system performance guidelines have been established using the base 2015/16 actual system performance metrics (see Appendix D) and applying a three per cent lift or reduction to the performance metric. Minimal evidence exists on the elasticity of patronage growth that occurs due to transit service and infrastructure improvements. In general service improvements may result in greater than a three percent increase in ridership and subsequent impact to systems overall performance measures. As transit service improvements occur throughout the provincial systems and improved ridership data is collected, BC Transit

will be able to monitor changes more directly and make more statistically correct assumptions about performance targets. These performance measures will be analysed and reported to Local Government partners each June as part of the Annual Performance Summaries.

8.3.2.Route Level

Route level performance guidelines have been classified into the RDOS Transit network categories (frequent transit, local, regional, and interregional) to acknowledge different performance expectations based on a routes objective.

Analysis on a route by route basis gives a high level indication of how individual components of the transit system are performing and the route by route analysis allows observations of the impact of service changes and investments made in the past identifying opportunities for strategic investment or reinvestment. Table 9 outlines the performance targets set for the Okanagan Similkameen Transit at the network category and route level. These targets are based on weekday service delivery. Route 15 Night Route and 16 Lake to lake in the Penticton transit system are not categorised within the specified service layers and will not be monitored under these targets.

Table 9: Route – level Weekday performance Targets performance Guidelines

Service Layer	Target Boardings per Hour
Frequent Transit	25
Local Transit - Urban	20
Local Transit - Small Town	4
Regional Transit	7
Inter-Regional Transit	15

Significant variance ($\pm 25\%$) from the target will place a sub-system or route on an action list for further investigation and will require more detailed analysis. For example, if efficiencies are required, then routes that fall below the 25% variance will be candidates for corrective action. Further, if expansion resources are available or if resource re-allocation is being pursued, then routes that rise above the 25% variance will be candidates for service enhancement

Table 10 shows each route within the Regional District of Okanagan and Similkameen transit system and how it is performing compared to the boardings per service hour targets and an estimation of the cost per boarded passenger. A routes actual annual performance metric is determined through the most recent reliable data source.

Route level data was obtained from electronic fare box data for the Penticton routes and from manual driver counts in the Okanagan and Similkameen, Princeton & Area, Summerland and South Okanagan systems.

Targets established for the Frequent Transit Route and the Inter regional transit route are based on the proposed future route design and expected ridership. Results express an average of non-peak as well as peak travel periods.

Table 10: Existing Route performance compared to targets

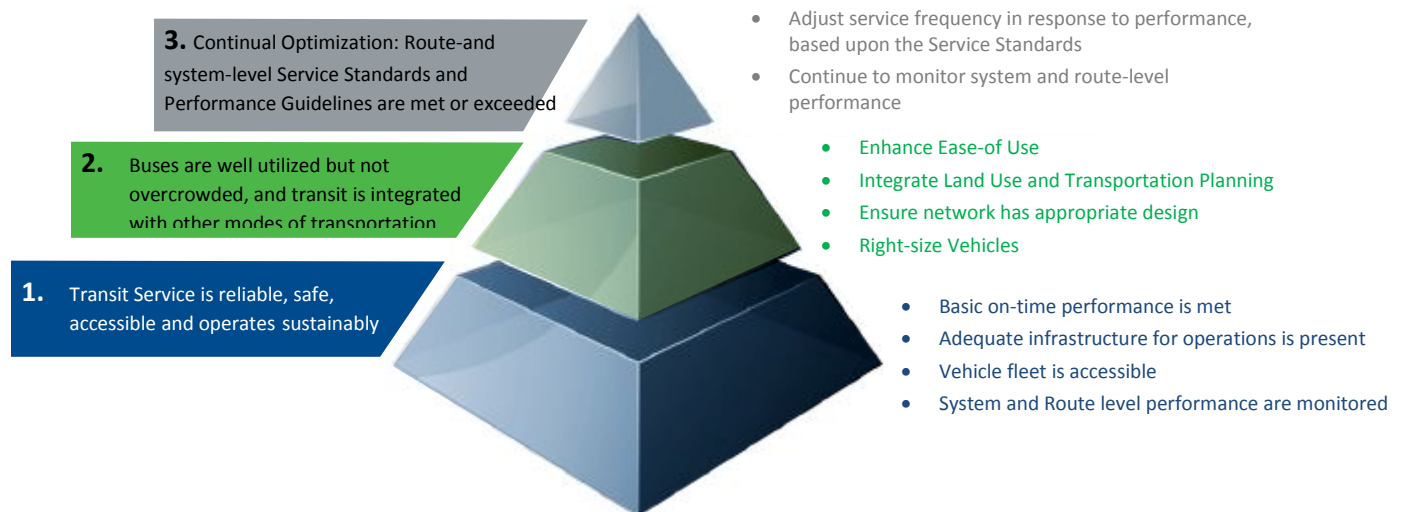
Service Layer	Transit System	Existing Route Number	Route Name	Average Daily Boardings per Hour	Estimated cost per boarded passenger
Frequent Transit	Target			25	n/a
	Service layer does not currently function in any RDOS network				
Local: Urban Transit ¹	Target			20	n/a
	Penticton	5	Main Street	20	\$4.79
	Penticton	1	Okanagan Lake	16	\$5.91
	Penticton	2	West Side	11	\$8.72
	Penticton	3	Uplands Skaha	16	\$5.93
	Penticton	4	West Side	15	\$6.54
	Penticton	15	Night Route ²	6	\$17.51
Local: Small Town Transit	Target			4	n/a
	Okanagan-Similkameen	21	OK Falls Local ³	2.0	\$15.78
	South Okanagan	1	Osoyoos Local ⁴	1.0	\$n/a
	Princeton and Area ⁴	Paratransit	Princeton and Area ⁵	3.2	\$18.80
Regional Transit	Target			7	n/a
	Okanagan-Similkameen	10	Naramata to Penticton ⁵	6.3	\$13.06
	Okanagan-Similkameen	20	Okanagan Falls To Penticton ³	3.2	\$5.24
	Summerland	1	Summerland to Penticton ⁶	6.8	\$10.04
	South Okanagan	2	Osoyoos to Penticton ⁴	3.9	\$20.00
	Princeton and Area ⁴	1	Princeton to Penticton	2.4	\$18.80
Inter-Regional Transit	Target			15	n/a
	South Okanagan	3	Osoyoos to Penticton ⁴	4.4	\$16.23

1. Penticton Transit Routes 1-5, passenger trips per hour based on 2014/15 GFI ridership data.
2. Penticton Night Route measure is considered at 30% margin of the weekday target. Night services do not attract the same level of commuter travel as would be expected on the regular weekday route services
3. Ridership data Okanagan and Similkameen 2016 Service review
4. South Okanagan Route 1, 2, & 3 drivers manifests April 2016 -June 2016
5. Princeton and Area drivers manifests
6. Drivers manifests 2016

9. Guidelines for Service Planning

The following guidelines have been developed to determine when it may be feasible to increase transit service or physically expand transit service to areas not currently served by transit. The following conditions should be considered before expansion resources are invested into increasing service or extending the existing transit network:

1. The existing transit system is operating at an acceptable standard. *Figure 9.1 below* summarizes the recommended hierarchy of investment for a transit system. Only when the bottom level is operating at a satisfactory rate should the next level up be considered as an area for resource investment. Therefore, prior to increasing transit service or extending the existing transit network, the existing service should first have satisfactory on-time performance, have minimal overcrowding or under-use issues, and meet existing Service Design Standards and Performance Guidelines for each service layer.



2. An extension of service coverage may be considered to areas with a minimum density of 10 residents per hectare (1,000 residents per km²) or 10 jobs per hectare (1,000 jobs per km²) measured over a minimum developed area of 10 hectares (e.g. suburban development of single-family homes). There should be road and pedestrian infrastructure in place that enables safe, direct access and efficient operation of transit service.
3. Achieving a transit system's vision, goals, and targets is partly dependent on continual optimization of the transit system. Service optimization includes assessing the existing transit system and finding qualitative and quantitative areas for improvement. Work can include reallocating resources from lower-performing routes to those that are higher performing, addressing service reliability and on-time performance, and enhancing the overall passenger experience. This is further captured in BC Transit's Annual Performance Reporting, which provides a foundation for evidence-based decision-making about transit service.

10. Monitoring

Going forward, BC Transit will provide analysis of how the RDOS Transit Systems are performing at both a system- and a route-level as part of its yearly, system-specific Annual Performance Summary reporting. This monitoring will be complemented as needed by additional detailed reviews of overall system performance and health through supporting planning work, such as service reviews and other related processes

APPENDIX A: Proposed Route Renumbering

Route re numbering convention / methodology: objective is to improve the ease of use for customers and remove duplication from numbering across the regions.

Penticton as the largest urban area and the key destination for the other regional centres within the RDOS will maintain the base numbering hierarchy for local routes 1 to 19.

All routes operating between regional centres and interregional boundaries will have a number ending in Zero. The leading regional numerical number will provide the basis for the Local Route single digit numbering, for example, OK Falls to Penticton is route 20 with the local route following the leading digit #2 and the first local route numbering follows as 1 resulting in the local route 21 OK Falls Local. All Penticton routes are local routes and therefore no Zeros will apply. This will change with the proposed future implementation of the Penticton to Kelowna Interregional Route (Route 90 Kelowna Connector).

The introduction of Local Service in Keremeos and a service operating between Keremeos and Princeton has been provided with the leading digit 6. With the introduction of service from /to the West Bench to Penticton this route will be Regional in nature and may be given the digit 70 to be determined at time of implementation

Transit System	Route Numbers 2016	Riders Guide April 2017 Proposed Route Number Local	Riders Guide April 2017 Proposed Route Number Regional	Local Route Numbers as Short Term expansion occurs	Regional Route Numbers as Short Term expansion occurs
Penticton	1- Okanagan Lake /Wilste	1- Okanagan Lake /Wilste		1- Okanagan Lake /Wilste	
	2- West Side/ Penticton Ave	2- West Side/ Penticton Ave		2- West Side/ Penticton Ave	
	3- Upland/Skaha lake	3- Upland/Skaha lake		3- Upland/Skaha lake	
	4 - West Side/ Duncan East	4 - West Side/ Duncan East		4 - West Side/ Duncan East	
	5 - Main Street	5 - Main Street		5 - Main Street (FTN)	
	15- Night Route	15- Night Route		5 - Main Street (FTN+ Night Service)	
	16- Lake to lake	16- Lake to lake		5 - Main Street (FTN+ Sunday Service)	
Okanagan Simikameen	10 - Naramata to Penticton		10 - Naramata to Penticton		10 - Naramata to Penticton
	20- Okanagan Falls to Penticton		20- Okanagan Falls to Penticton		20- Okanagan Falls to Penticton
	21- Ok Falls Local	21- Ok Falls Local		21- Ok Falls Local	70 - West Bench to Penticton
Summerland	1 -Summerland to Penticton		30- Summerland to Penticton		30- Summerland to Penticton
Princeton & Area	Princeton to Penticton (no number)	51 -Princeton Local (no riders guide schedule an on demand door to door service)	50 - Princeton to Penticton	51-Benches , 52-Alison Flats , 53-Tunnel	50 - Princeton to Penticton
				61 Keremeos Local	60 - Keremeos to Princeton
South Okanagan	1-Osoyoos	41 Osoyoos		41 Osoyoos	
	2- Osoyoos to Penticton		40 - Osoyoos to Penticton		40 - Osoyoos to Penticton
	3 -Osoyoos to Kelowna		90- Osoyoos to Kelowna		90- Penticton to Kelowna Connector

APPENDIX B: Existing Service Spans and Frequencies

Service Layer	Route	Existing Service Span	Target Minimum Service Span
Frequent Transit	5 Main Street		Weekdays: 7:00 a.m. to 6:00 p.m. Saturdays: 9:00 a.m. to 6:00 p.m. Sundays: 10:00 a.m. to 5:00 p.m.
Local Transit: Urban	1	Weekdays: 6:00 a.m. to 7:00 p.m.	Weekdays: 6:00 a.m. to 7:00 p.m. Saturdays: 7:00 a.m. to 7:00 p.m. Sundays: 9:00 a.m. to 5:00 p.m.
	2	Saturdays: 7:00 a.m. to 7:00 p.m.	
	3	Sundays: No Service	
	4		
	15		
	16	Sunday:	
Local Transit: Small Town	1 Osoyoos (<i>Future: 41 Osoyoos Local</i>)	Tuesday, Wednesday, and Thursday: 7:00 a.m. to 12:30 p.m. Monday: 7:00 a.m. Saturdays: no service Sundays: no service	Weekdays: 7:00 a.m. to 6:00 p.m. Saturdays: 8:00 a.m. to 6:00 p.m. Sundays: no service
	21 OK Falls Local	Weekdays: 7:00 a.m. to 6:00 p.m. Saturdays: no service Sundays: no service	
	Future Routes	NA	
Targeted Transit: Regional and Health Connections	10 Naramata	Weekdays: 7:00 a.m. to 5:30 p.m. Saturdays: 8:30 a.m. to 5:30 p.m. Sundays: no service	Weekdays: 7:00 a.m. to 5:30 p.m. Saturdays: no service Sundays: no service
	20 Okanagan Falls	Weekdays: 7:00 a.m. to 5:00 p.m. Saturdays: no service Sundays: no service	
	1 Summerland (<i>Future: 30 Summerland</i>)	Weekdays: 7:00 a.m. to 5:00 p.m. Saturdays: no service Sundays: no service	
	1 Osoyoos/Penticton (<i>Future: 40 Osoyoos</i>)	Tuesday, Wednesday, and Thursday: 7:30 a.m. to 5:00 p.m.	
Targeted Transit: Inter-Regional and Health Connections			Weekdays: 6:30 a.m. to 6:30 p.m. Saturdays: no service Sundays: no service

APPENDIX C:

Route Level -Estimated Cost per Passenger Trip and Cost Recovery

Cost per Passenger Trip -This is an estimate based on ridership data for each route divided by the estimated total operating cost of the route service.

Cost Recovery-This is the ratio of fare revenue to the estimated operating cost for each route. The cost recovery is based on the average system fare derived from the applicable Annual Performance Summary, multiplied by the total recorded boardings sampled for each route and divided by the estimated operating cost for each route for the same sampled period.

These metrics provide an overview of how a route is performing comparatively to each route within the system. It is important to note that routes function at a greater or lesser cost dependent on ridership within the catchment of the route. A lower performing route may be a feeder route for other better performing routes. Similarly night specific service such as the Penticton route 15 provides an important element to the holistic success of the system providing transit opportunity at non peak ridership time, which results in higher costs to deliver the service for this period.

System	Route # September 2016	Average system fare and APS period	Estimated Cost per Boarded Passenger \$	Estimated Cost Recovery %
City of Penticton ⁴	1 Okanagan Lake/Wiltse	\$1.25 (2014/15)	\$5.91	21%
	2 West Side/Penticton Ave		\$8.72	14%
	3 Uplands/Skaha Lake		\$5.93	21%
	4 West Side Duncan/ East		\$6.54	19%
	5 Main street		\$4.79	26%
	15 Night Route		\$17.51	7%
	16 Lake to Lake (Sunday)		\$3.17	39%
<hr/>				
⁵ Regional District Okanagan -Similkameen	10 Naramata	\$1.76 (2015/16)	\$13.06	13%
	21 Okanagan Falls Local		\$15.78	11 %
	20 Ok Falls		\$5.24	33%
<hr/>				
⁶ Town of Osoyoos	2 Penticton	\$4.74 (2015/16)	\$20.00	24%
	3 Kelowna		\$16.23	29%
<hr/>				
District Summerland	1 Summerland	\$0.73 (2015/16)	\$10.04	7%
<hr/>				
Town of Princeton	Princeton and Area	\$2.28 (2015/16)	\$18.80	12%

Note: These are high level estimates for each route and cost recovery based on data obtained from GFI fare box where available or through manual passenger counts provided by the operator. It is assessed that there is less than 85% accuracy in the catch of GFI ridership information.

⁴ This represents ridership analysis for the period Sept 2014 to April 2015

⁵ This represents ridership analysis for the period February 2016 to May 2016

⁶ This represents Ridership analysis for the period April 2016-June 2016

APPENDIX D: System Level Peer Performance Comparisons

	Approx. Service Area Population	Service Hours	# Fixed Routes	Ridership	Revenue (\$)	Rides per Hour	Cost per Ride (\$)	Cost per Hour (\$)	Rides per Capita	Cost Recovery %	Adult Cash Fare (\$)
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Summary of Conventional System Performance in Peer Communities

Penticton	30,296	22,751	8	440,087	\$570,207	19.4	\$4.90	\$95.64	14.4	26.3%	2.00
Vernon Regional	35,656	27,072	12	444,901	674,866	16.4	\$6.30	\$102.92	12.3	26.2%	2.00
Campbell River	14,536	23,773	9	604,030	643,128	25.4	\$3.40	\$87.42	41	30.9%	2.00
Chilliwack	56,365	32,519	8	604,325	838,183	18.6	\$4.30	\$80.80	10.5	31.9%	2.00
Comox Valley	44,174	28,643	12	585,826	682,453	20.5	\$4.88	\$91.16	13	26.1%	2.00
Cowichan Valley	37,296	26,184	13	355,978	491,108	13.6	\$7.10	\$96.24	9.3	19.5%	2.00
Average	36,387	26,824	10	505,858	\$649,991	18.98	\$5.15	\$92.36	17	26.82%	n/a

Source: 2015/16 Annual Performance Summaries

Summary of Paratransit System Performance within the RDOS

System	BC Transit Tier	Annual Service Revenue Hours	Passenger Trips	Revenue (\$)	Rides per Hour	Cost per Ride (\$)	Cost per Hour (\$)	Cost Recovery
Okanagan-Similkameen*	3	3,400	13,295	23,400	3.9	\$17.20	\$67.00	10.2%
Princeton and Area	3	2,376	7,641	17,400	3.2	\$18.80	\$60.50	12.1%
South Okanagan	3	1,932	6,474	30,688	3.4	\$17.80	\$59.59	26.6%
Summerland	3	3,860	20,286	14,756	4.2	\$10.04	\$50.04	7.0%
Average	n/a	2,892	11,925	\$21,561	3.7	\$15.96	\$59.28	14%

Source: 2015/16 Annual Performance Summaries

Attachment "C" – Memorandum of Understanding

[2017 02 City of Penticton Implementation MOU 2017.pdf](#)



Memorandum of Understanding: Implementation Agreement

Date	February 7, 2017
Implementation	RDOS Transit System Regional Integration
System	City of Penticton

Introduction

This is an Implementation Agreement that is to be signed for all service changes. The agreement outlines the objectives of the service change and defines the scope of work to be completed.

Background

On April 16, 2015 the Okanagan-Similkameen Transit Future Plan (TFP) was approved by the Regional District of Okanagan-Similkameen Board and BC Transit Board. The TFP, which was developed through a participatory planning process involving stakeholder advisory groups and broad community consultation across the Regional District, envisions what the transit network should look like 25 years from now, guiding transit investments and planning decisions in the short, medium and long-term.

Public consultation during the TFP process demonstrated a growing demand from residents for improved regional service and connections to provide a more user-friendly environment. The goal of the service change is to proceed with the implementation of an integrated system, with local networks integrated seamlessly into the regional connections. The objectives are one regional schedule, a regional Rider’s Guide and a simplified fare structure to enable greater connectivity between transit services with the aim of growth in transit ridership.

Objectives and Deliverables

Currently the five separate systems operating in the Okanagan-Similkameen are operated as distinct service areas under separate agreements and are run by four different transit operating companies. Although there are some commonalities across systems, transit services across the region have been developed in isolation resulting in separate schedules and fares.

The existing transit systems located in the Okanagan-Similkameen were considered relevant for integration into one regional cohesive transit system for a number of reasons:

- Improving the level of integration could substantially improve the effectiveness, efficiency and customer experience of existing transit services and enable better future transit development
- Providing transit users with a seamless journey that operates as one system dramatically improves each customer’s experience and ultimately builds ridership
- Coordinated marketing efforts will more effectively grow ridership.
- With integration the need for a comprehensive, simple and understandable zone-based fare system was identified to create consistency across the region, be easy to understand, marketable and maximize revenue and ridership.

Revenue Hours These service enhancements are forecasted to require no additional revenue hours of service

Fleet Considerations These service enhancements will work within the scope of the existing peak fleet

Service Changes to be implemented

- Single Rider’s Guide for all transit services across the RDOS
- Region-wide marketing campaign to promote new service and fare structure
- New Regional Fare Structure as approved by the RDOS Integration Working Committee (see Table 1.1)

Table 1.1 New Regional Fare Structure (As agreed by the RDOS Transit Integration Working Group)

Fare Product	Applicable Systems	Audience	Option 5	
			Local	Regional
Cash	All	All	\$2.25	\$4.00
Tickets (10)	All (if desired)	All	\$20.25	\$36.00
Monthly Pass	All (if desired)	Adult	\$45.00	\$60.00
		Discount	\$35.00	\$40.00
Day Pass	Penticton only	All	\$4.50	\$8.00

Timeline

This timeline outlines the steps to be completed for implementing the Service Implementation Plan. The approval of this Implementation Agreement is required to proceed with this work. The timeline considers only the service changes noted above. Significant alterations to the service changes outlined in this agreement could result in delays or a need to re-initiate a new Implementation Agreement and timeline.

Date	Deliverable
February - March	Signed MOU from Local Government Partner
April	Approval of final Schedules and draft Rider’s Guide
June	Delivery of promotional campaign and Rider’s Guide
July	Proposed Service Change Implementation

Recommendation

That the **City of Penticton** agrees to the Implementation of Service Enhancements noted in this Agreement and requests BC Transit to proceed with the implementation of service changes within the timeline noted.

On behalf of the **City of Penticton**

Name _____

Position _____

Signature _____

Date _____

On behalf of the BC Transit

Name: Daniel Pizarro

Position: Snr Regional Transit Manager

Signature: 

Date: February 07, 2017

Council Report

penticton.ca

Date: February 28, 2017 File No:
To: Peter Weeber, CAO
From: Dana Schmidt, Corporate Officer
Subject: **Downtown Business Improvement Area Bylaw No. 2017-12**

Staff Recommendation

THAT Council direct staff to proceed with the renewal process for the Business Improvement Area (BIA) for a further five year period;

AND THAT Council approve the initiative petition process whereby Council gives notice of its intention to adopt the Business improvement Area bylaw unless it is objected to by a majority of the owners representing at least one-half of the value of the properties in the specified area;

AND THAT Council approve the notice which will be published March 3rd and 8th and sent to each affected property owner;

AND THAT Council give three readings to "Downtown Business Improvement Area Bylaw No. 2017-12.

Financial implication

The fee that will be levied on Class 5 and Class 6 taxable land and improvements within the specified area is \$1.10 per \$1,000 of general purpose assessments, subject to a maximum levy per roll of \$2,888 and a minimum levy per roll of \$288. The cost to the City remains \$28,000 per year for 50% of the cost of the graffiti program.

Analysis

Established under Section 215 of the Community Charter, a BIA allows Council to grant money to the applicant for the purpose of planning and implementing a business promotion scheme as identified within the bylaw.

At the request of the Downtown Penticton Association (DPA) and the Front Street Business Association, both business associations were amalgamated into one Business Improvement Area in 2012. Staff met with the DPA to seek input on whether they wished to renew the BIA, expand the boundaries or change the business promotion scheme. The DPA has expressed its interest in renewing with the same boundaries, and rolling the graffiti removal fee into the BIA. The graffiti fee accounts for the \$88 increase for the minimum and maximum charges.

Alternate recommendations

That Council decline to renew the Downtown Business Improvement Area.

That Council decline to fund 50% of the graffiti removal program and refer the BIA back to staff with direction.

Attachments

Attachment A – DPA Request for Renewal

Attachment B – Advertisement

Attachment C – Downtown Business Improvement Area Bylaw No. 2017-12.

Respectfully submitted,

Dana Schmidt

Corporate Officer

Approvals

Chief Administrative Officer
PW



City of Penticton
171 Main Street
Penticton BC V2A5A9

Friday February 17, 2017

Re: BIA Renewal Process:

To Mayor Jakubeit and Council,

The Downtown Penticton Association is providing this letter of intent to ask the City of Penticton to assist us with a renewal process of the current bylaw governing our Business Improvement Area. The current bylaw 2012-5017 will expire on April 30th 2017, however, the Downtown Penticton Association would prefer to renew for this year's tax role.

The DPA has been consulting with city staff to determine the feasibility of a 2017 timeline and staff have confirmed they are able to meet the necessary deadlines. Once confirmed by council, the DPA will work collaboratively with city staff to ensure all communication is extended to our membership.

A few changes are recommended by the DPA for this renewal:

- Increase of the levy minimum from \$200 to \$288 and a maximum increase from \$2800 to \$2888
- The Schedule B of Bylaw 2012-5017 Business Promotion Scheme to include d) Graffiti Removal maintenance in the business improvement area

The DPA's recommendation of this very slight financial increase will bring the 2017 BIA Levy to a total of \$206750, which includes this \$28000 increase to cover 50% of the graffiti removal program by the property owners.

Kind regards,

A handwritten signature in black ink, appearing to read "Lynn Allin", is written over a light blue horizontal line.

Lynn Allin
Executive Director
Downtown Penticton Association

Cc – Peter Weeber, Chief Administration Officer
Jim Bauer, Chief Financial Officer
Dana Schmidt, Corporate Officer

Penticton Business Improvement Area – Bylaw No. 2012-17

TAKE NOTICE THAT the Downtown Penticton Association has requested that City Council establish (pursuant to Section 215 of the *Community Charter*) a Business Improvement Area, and to designate properties therein as a specified area for the purpose of raising funds to enable the said Association to implement a Business Promotion Scheme within the said Business Improvement Area. Pursuant to Section 215 of the *Community Charter*, a Business Promotion Scheme may include (a) the carrying out of studies or making reports, (b) the improvement, beautification or maintenance of streets, sidewalks or municipally owned land, buildings or structures, (c) the removal of graffiti, (d) the encouragement of business in a business improvement area.

It is the intention of the Municipal Council of the Corporation of the City of Penticton to establish a Business Improvement Area and to designate a specified area (as described below) for the purposes of imposing an annual levy for a period of five (5) years commencing May 1, 2017. The maximum amount to be raised in each of the five (5) years will be determined by the imposition of a levy in the amount of \$1.10 per \$1,000.00 of assessed value levy on Class 5 and Class 6 taxable land and improvements within the specified area on the basis of general purpose assessments subject to a maximum levy per roll of \$2,888.00 and a minimum levy per roll of \$288.00. It should be noted that any change in assessed value will vary the amount of the levy.

All funding raised by the imposition of the levy will be expended only by the Downtown Penticton Association and only for projects provided for in the Association’s annual budget, which in each of the five (5) years must be approved by the members of the Association at its annual general meeting prior to submission to the City Council for approval.

It is estimated that the sum of \$206,750.00 will be raised in the year 2017 based on the total 2017 assessed value of land and improvements of class 5 and 6 properties within the specified area.

Description of Specified Area

Generally lying South of Lakeshore Drive East between Ellis Street and Martin Street to Eckhardt Avenue to the South with some properties also on Haynes, Brunswick, and Winnipeg Street.

AND TAKE NOTICE that the City Council intends to proceed with the adoption of “Business Improvement Area Bylaw No. 2017-12”, UNLESS a majority of the owners representing at least one-half of the assessed value of the parcels which are liable to be specially charged petition the Council not to proceed and are received by the Corporate Officer at the City of Penticton, 171 Main Street, Penticton B.C. **on or before April 7, 2017 at 4:30pm.**

Please take note that where there are two or more owners of a property, both must sign a petition for the vote to be effective. If there are more than two owners of a property, the majority are required to sign the petition. Where the owner is a corporation, the corporate seal must be affixed and witnessed by the duly authorized signing officers.

Dana Schmidt,
Corporate Officer

Bylaw No. 2017-12

A Bylaw to Renew the Business Improvement Area established by Bylaw 2012-5017

WHEREAS the Council may, by majority vote, grant money to an applicant under Section 215 of the *Community Charter* for the purpose of planning and implementation of a Business Promotion Scheme;

AND WHEREAS the Council has received an application from the Downtown Penticton Association for a grant of money under Section 215 of the *Community Charter*;

AND WHEREAS before a Council grants money for a Business Promotion Scheme, the Council shall pass a bylaw as required by Section 215 of the *Community Charter*;

AND WHEREAS a notice of the intention of Council to establish a specified area for the purpose of funding the "Downtown Penticton Association", (known hereafter as the Applicant) to do certain works and services and to market and promote business within the BIA area, has been advertised, and served upon the owners of the parcels liable to be specially charged;

THEREFORE BE IT RESOLVED that the Municipal Council of the Corporation of the City of Penticton in open meeting assembled hereby enacts as follows:

1. **Title:**

This bylaw may be cited for all purposes as the "Downtown Business Improvement Area Bylaw No. 2017-12."

2. **Designation of Area:**

For the purposes of this bylaw, the Downtown Business Improvement Area to which this Bylaw is applicable shall be comprised of those tracts of land shown shaded in green on Schedule "A" attached hereto and forming part of this bylaw.

3. **Grant/Tax Levy:**

For the purpose of this Bylaw, the maximum amount of money to be raised annually to fund the applicant is \$1.10 per \$1,000.00 of assessed value levy on Class 5 and Class 6 taxable land and improvements within the specified area on the basis of general purpose assessments subject to a maximum levy of \$2,888.00 and a minimum levy per roll of \$288.00.

These monies shall be paid to the Applicant on or before the first day of August in each year of the grant.

4. **Term:**

For the purpose of this Bylaw the term of the grant shall be five (5) years commencing May, 2017.

5. **Expenditure:**

For the purposes of this bylaw the money granted under Section 215 of the *Community Charter* pursuant to this Bylaw shall be expended only; (1) by the Applicant; (2) in accordance with the conditions and limitations set out in this bylaw; (3) for the Downtown Business Promotion Scheme set out in Schedule "B" attached hereto and forming part of this bylaw.

SCHEDULE A

[Schedule A of Bylaw 2017-12 Downtown Penticton Association Business Improvement Area.pdf](#)

SCHEDULE "B"

BUSINESS PROMOTION SCHEME

The Business Promotion Scheme to be undertaken by the Downtown Penticton Association pursuant to the provisions of this bylaw shall encompass the following activities:

- a) Carrying out studies or making reports respecting the business area;
- b) The improvement, beautification or maintenance of streets, sidewalks or municipally owned land, buildings or structures in the business improvement area;
- c) The removal of graffiti from buildings and other structures in the business improvement area;
- d) The encouragement of business in the more business improvement area.



Schedule A to Downtown Business Improvement Area

Bylaw No. 2017-12

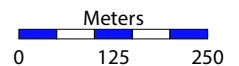
Legend

- Business Improvement Area (2017)
- Legal Parcel



Terms of Use : The City of Penticton is a depository of public information in both printed and digital form. The source, accuracy and completeness of this information varies. As a result, the City does not warrant in any way the mapping information including the accuracy or suitability thereof. The user of this information does so at their own risk and should not rely upon the information without independent verification as to the accuracy or suitability thereof.

1:10,000
February-23-17
9:03:57 AM



February 8, 2017

Ken Kunka
City of Penticton
171 Main St
Penticton, BC V2A 5A9

RE: BSI Technical Statement

To meet the requirements of both the City of Penticton and the Province of British Columbia, BSI Online will be hosted on www.bsionlinetracking.ca.

Cogeco Peer 1 Hosting provides all the hosting and server management for all data. Cogenco Peer 1 is headquartered in Vancouver, BC with servers throughout Canada. The servers are running RHEL 6, and have both Cristie Bare metal and Tivoli daily incremental backups. The firewall is a Juniper SSG 5.

Our Canadian office is located in Burnaby, BC. All customer service and administrative activities are performed from that office. BSI adheres to the privacy laws of Canada. All personal information is hosted, accessed and maintained from our Coquitlam, BC office. There are no data transfers to alternative BSI offices.

Thank you,

Michelle Bever
Marketing Manager

Bylaw No. 2017-05

A bylaw to amend the Fees and Charges Bylaw No. 2014-07

WHEREAS the Council of the City of Penticton has adopted a Fees and Charges Bylaw pursuant to the *Community Charter*;

AND WHEREAS the Council of the City of Penticton wishes to amend the "Fees and Charges Bylaw No. 2014-07";

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 "Fees and Charges Amendment Bylaw No. 2017-05".

2. **Amendment:**

2.1 Amend "Fees and Charges Bylaw No. 2014-07" by adding the following to Appendix 4 – Building Department Fees:

	Effective May 1, 2017
Annual Backflow test filing fee per device	\$14.45

READ A FIRST time this 7 day of February, 2017

READ A SECOND time this 7 day of February, 2017

READ A THIRD time this 7 day of February, 2017

ADOPTED this day of , 2017

Andrew Jakubeit, Mayor

Dana Schmidt, Corporate Officer

**The Corporation of the City of Penticton
Bylaw No. 2017 -01**

A Bylaw to close and remove highway dedication for a portion of Government Street east of the Hospital

WHEREAS Section 40 of the *Community Charter* provides that a council may, by bylaw, permanently close all or part of a highway that is vested in the municipality to all or some types of traffic and remove the dedication of a highway;

AND WHEREAS the Council of the Corporation of the City of Penticton deems it necessary and expedient to close a portion of Government Street to the east of the Penticton Regional Hospital to facilitate the land swap with Interior Health for required road widening;

AND WHEREAS before adopting this bylaw, the Council has given notice of its intention in accordance with section 94 of the *Community Charter*;

AND WHEREAS before adopting this bylaw, Council has provided an opportunity for persons who consider themselves affected by the bylaw to make representation to Council;

AND WHEREAS before adopting the bylaw, Council has delivered notice of its intention to the operators of utilities whose transmission or distribution facilities or works will be affected by the closure;

AND WHEREAS upon adoption of the bylaw, the bylaw will be filed in accordance with section 120 of the *Land Title Act*;

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 "Road Closure Bylaw (Government Street) No. 2017-01."

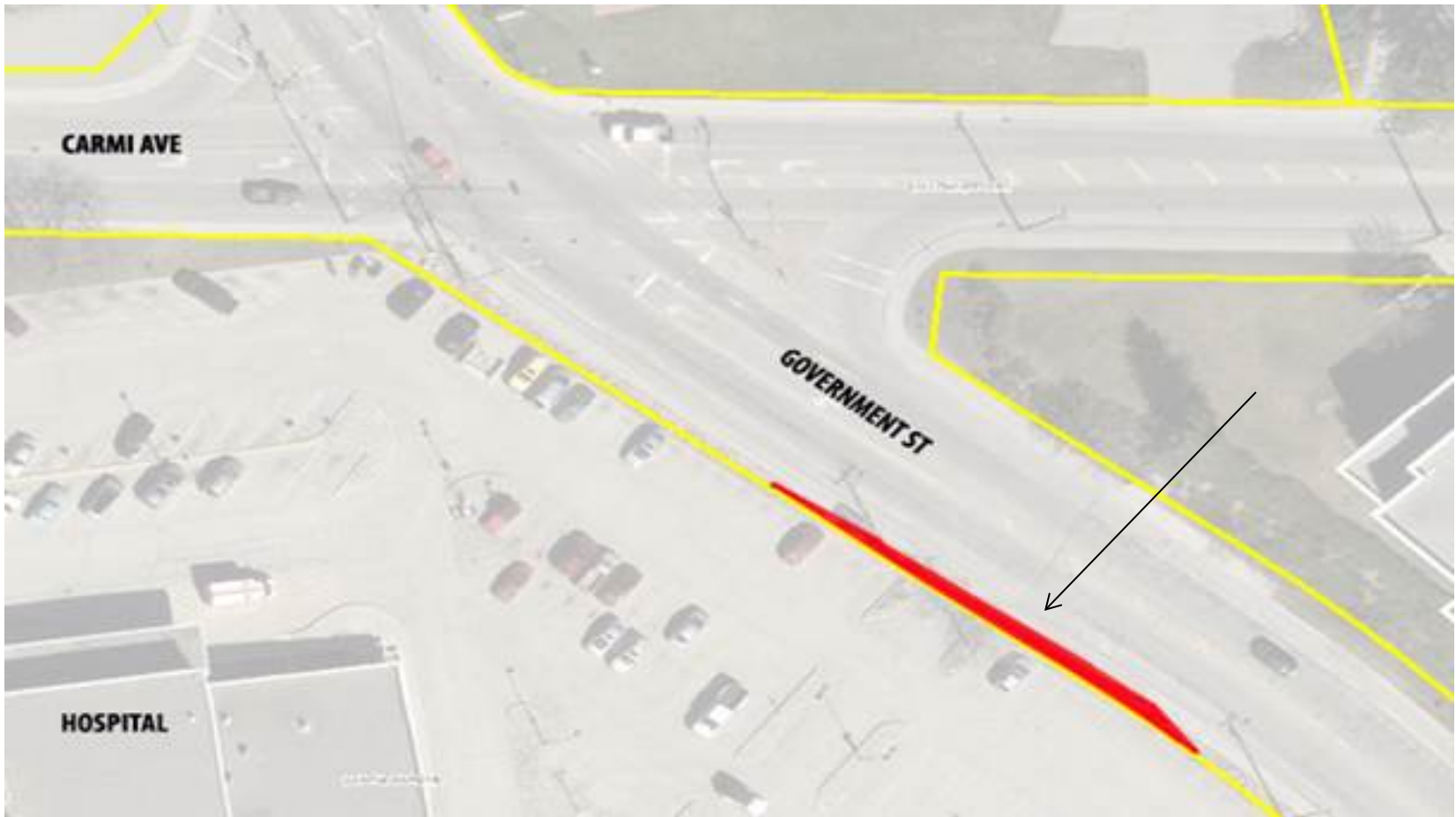
2. **Purpose:**
Authority is hereby given to the Corporation of the City of Penticton to close a portion of the road and remove the highway dedication for approximately 20 sq. m. portion of road known as Government Street on the west side of Government Street starting about 30 m. southeast of the traffic light standard at the south west corner of Government Street and Carmi Avenue and extending to approximately 85m. from the traffic light standard with an average width of about 1m. as shown on Schedule 'A' attached hereto and forming part of this bylaw.

READ A FIRST time this	7	day of	February, 2017
READ A SECOND time this	7	day of	February, 2017
READ A THIRD time this	7	day of	February, 2017
ADOPTED this		day of	, 2017

Notice of intention to proceed with this bylaw was published on the 27 day of January, 2017 and the 3 day of February, 2017 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’

Road Closure Bylaw (Government Street) No. 2017-01

Date: _____

Corporate Officer: _____

Council Report

penticton.ca

Date: February 28, 2017
To: Peter Weeber, Chief Administrative Officer
From: Randy Houle, Planner 1
Address: 1685 Carmi Avenue

File No: DVP PL2016-7808

Subject: Development Variance Permit PL2016-7808

Staff Recommendation

THAT Council approve "Development Variance Permit PL2016-7808" for Lot 1 District Lot 3821S Similkameen Division Yale District Plan KAP51022, located at 1685 Carmi Avenue, a permit to increase the maximum permitted height of a fence from 1.2m to 2.3m and to increase the maximum permitted height of a retaining wall within the front yard from 1.2m to 2.5m.

Strategic priority objective

N/A

Background

The subject property (Attachment 'A') is designated by the Official Community Plan (OCP) as A (Administration/Institutional) and is currently zoned P1 (Public Assembly). Photos of the site are included as Attachment 'D'. The adjacent properties are zoned residential and agricultural.

Proposal

Fortis BC is upgrading infrastructure and is proposing to construct a 2.3m security fence on top of a 2.5m retaining wall within the front yard. The Zoning Bylaw states that the maximum allowable height for a fence is 1.2m. As such, a variance to that section of the bylaw is required. The Zoning Bylaw states that retaining walls located within any required yards must not exceed a height of 1.2m above the lesser of natural grade and building grade. The proposed retaining wall is within the front yard and is 2.5m in height. As such, a variance to that section of the bylaw is required.

The applicant is requesting a development variance permit to vary the following sections of Zoning Bylaw No. 2011-23:

- Section 6.5.1.1.1: to increase the maximum permitted height of a fence from 1.2m to 2.3m.
- Section 6.5.2.1: to increase the maximum permitted height of a retaining wall within the front yard from 1.2m to 2.5m.

Technical Review

This application was reviewed by the City's Technical Planning Committee. Engineering concerns were raised pertaining to storm water management and the new driveway access along Holden road, but will be addressed at the building permit stage. If the request for the variance is supported, BC Building Code and City bylaw provisions will apply.

Financial implication

N/A

Analysis

Support Variance

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

Section 6.5.1.1.1: to increase the maximum permitted height of a fence from 1.2m to 2.3m.

- As the proposed fence is located within the front yard, the bylaw does not allow for more than a 1.2m (4ft) fence. This does not provide the necessary height for security measures. The National Electrical Safety Code states that metal fences, when used to enclose electric supply stations having energized electric conductors or equipment, shall have a height not less than 2.13m (7 ft). The proposed fence will also provide additional screening from the properties to the west of the substation. This variance will enable Fortis to upgrade infrastructure and provide adequate security measures.

Section 6.5.2.1: to increase the maximum permitted height of a retaining wall within the front yard from 1.2m to 2.5m.

- Due to the topography on-site, a 2.5m retaining wall is necessary to provide adequate security and increase public safety around the substation. As shown in *Figure 7*, the elevation of the proposed building area drops off towards the road, thus requiring the need for a larger retaining wall. If the retaining wall was not located in the front yard setback, there would be no requirement for a variance. Since the proposed retaining wall is along a street, and not an interior or rear yard, the effect on the neighbours is minimal.

Given the above, staff feel that the variances requested are sensible and recommend that Council support the application.

Deny/Refer

Council may consider that the variances are not justified and will negatively affect the neighbourhood. If this is the case, Council should deny the variances.

Alternate Recommendations

1. THAT Council support "DVP PL2016-7808" with conditions.
2. THAT "DVP PL2016-7808" be referred back to staff.


Attachments

- Attachment A: Subject Property Location Map
- Attachment B: OCP Map
- Attachment C: Zoning Map
- Attachment D: Images of Subject Property
- Attachment E: Site Plan
- Attachment F: Elevations
- Attachment G: Letter of Intent
- Attachment H: "DVP PL2016-7808"

Respectfully submitted,

Randy Houle
Planner I

Approvals

DDS 	CAO PW
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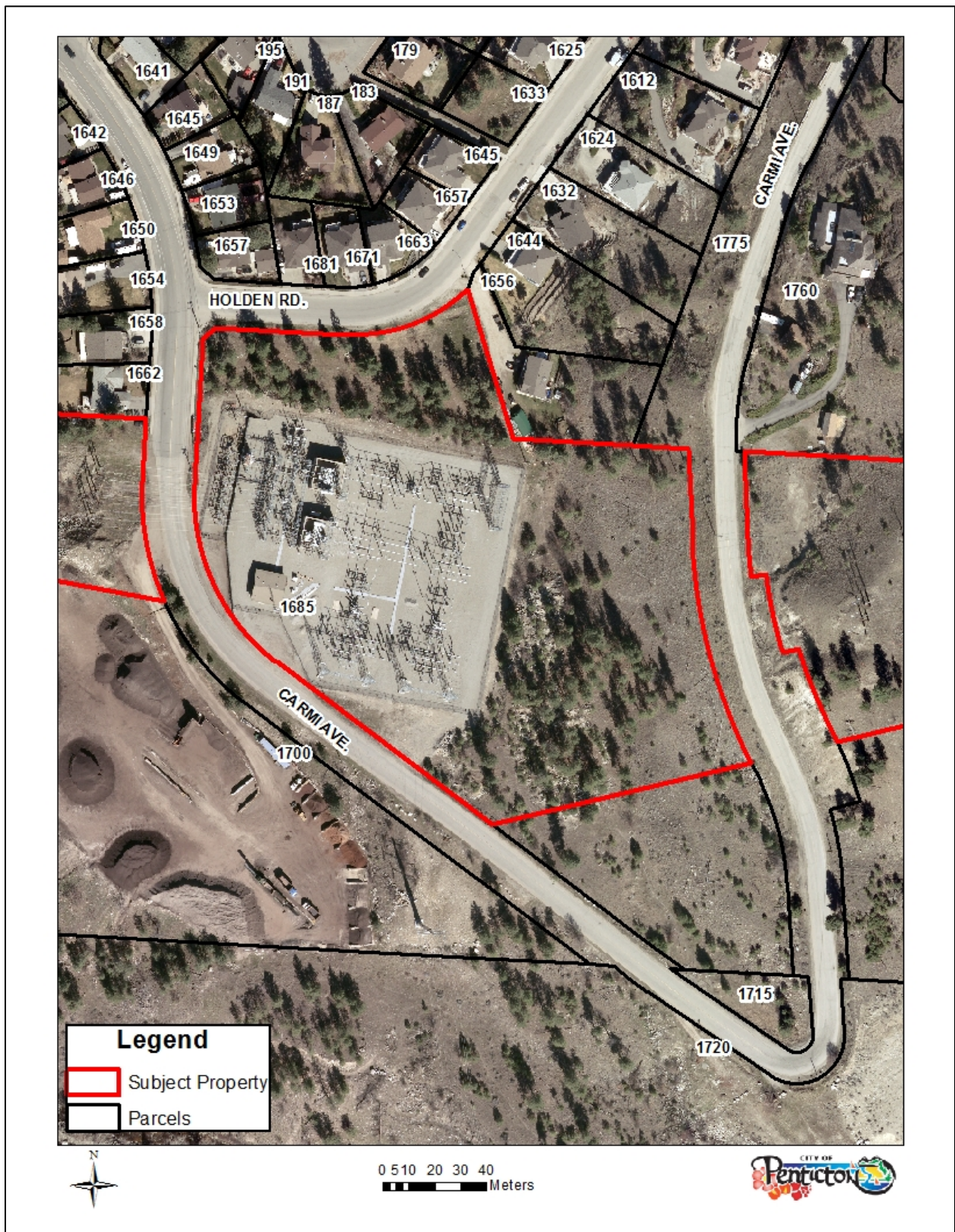


Figure 1: Subject Property

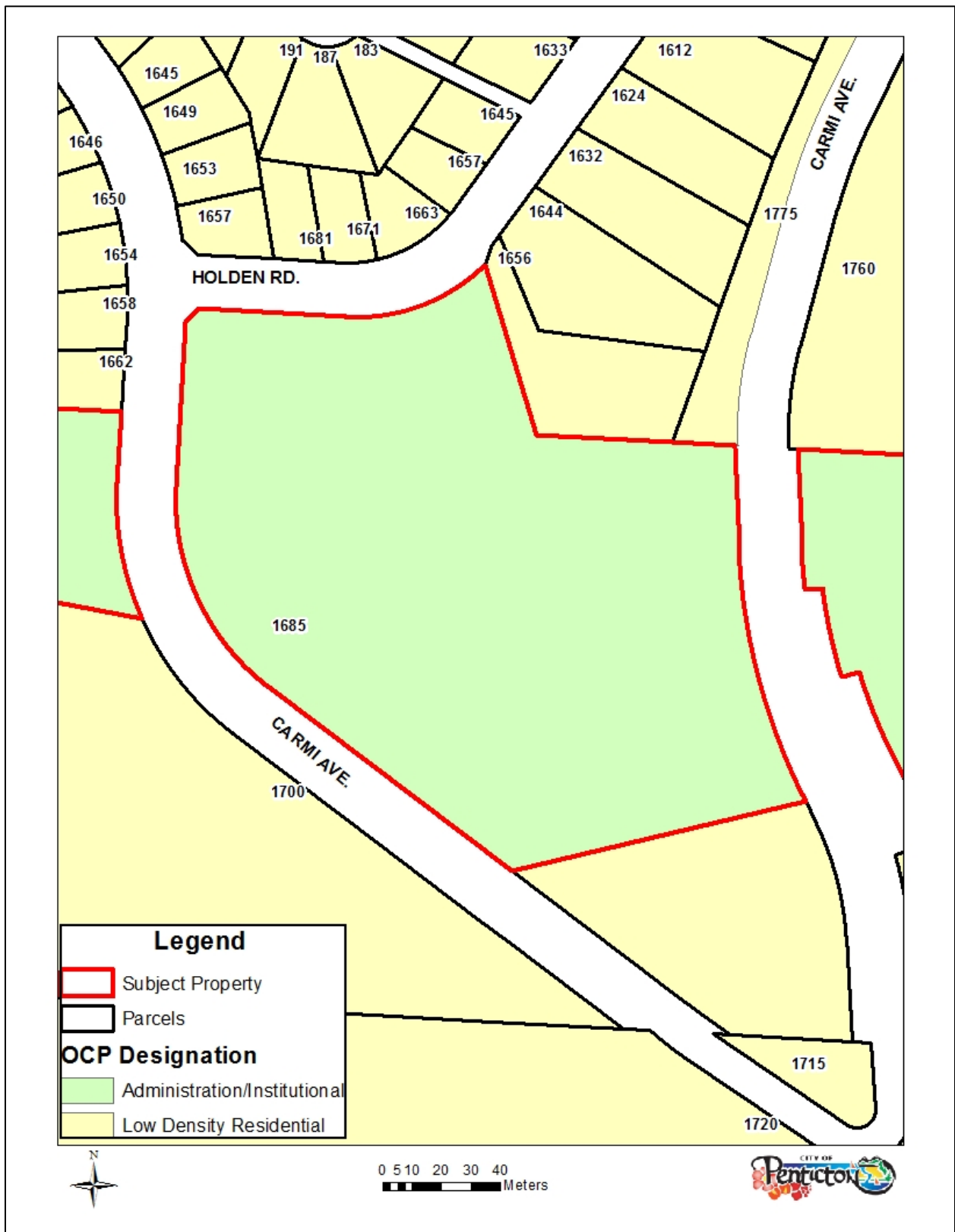


Figure 2: OCP Map

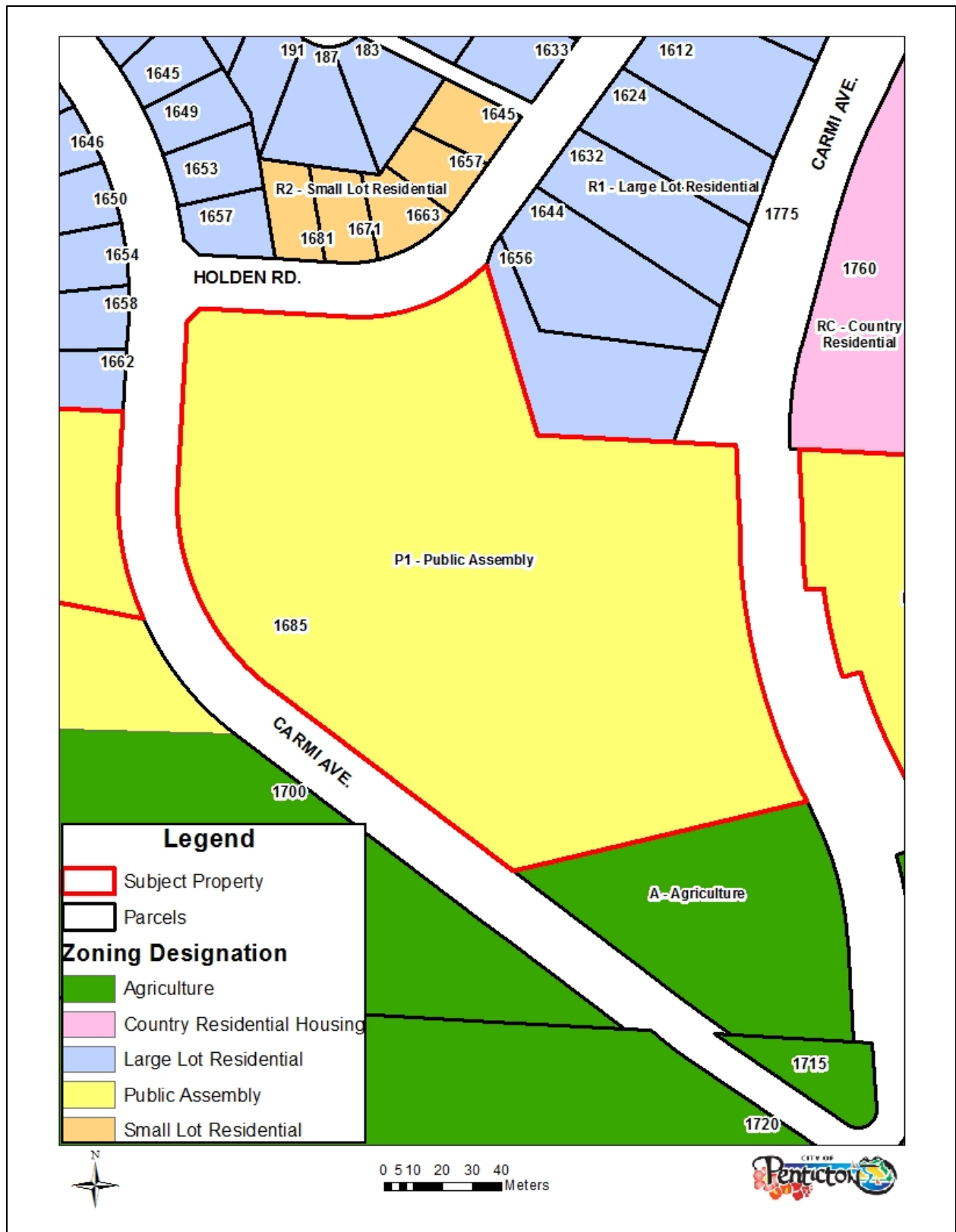


Figure 3: Zoning Map



Figure 4: View from Carmi Ave



Figure 5: View from Holden Road

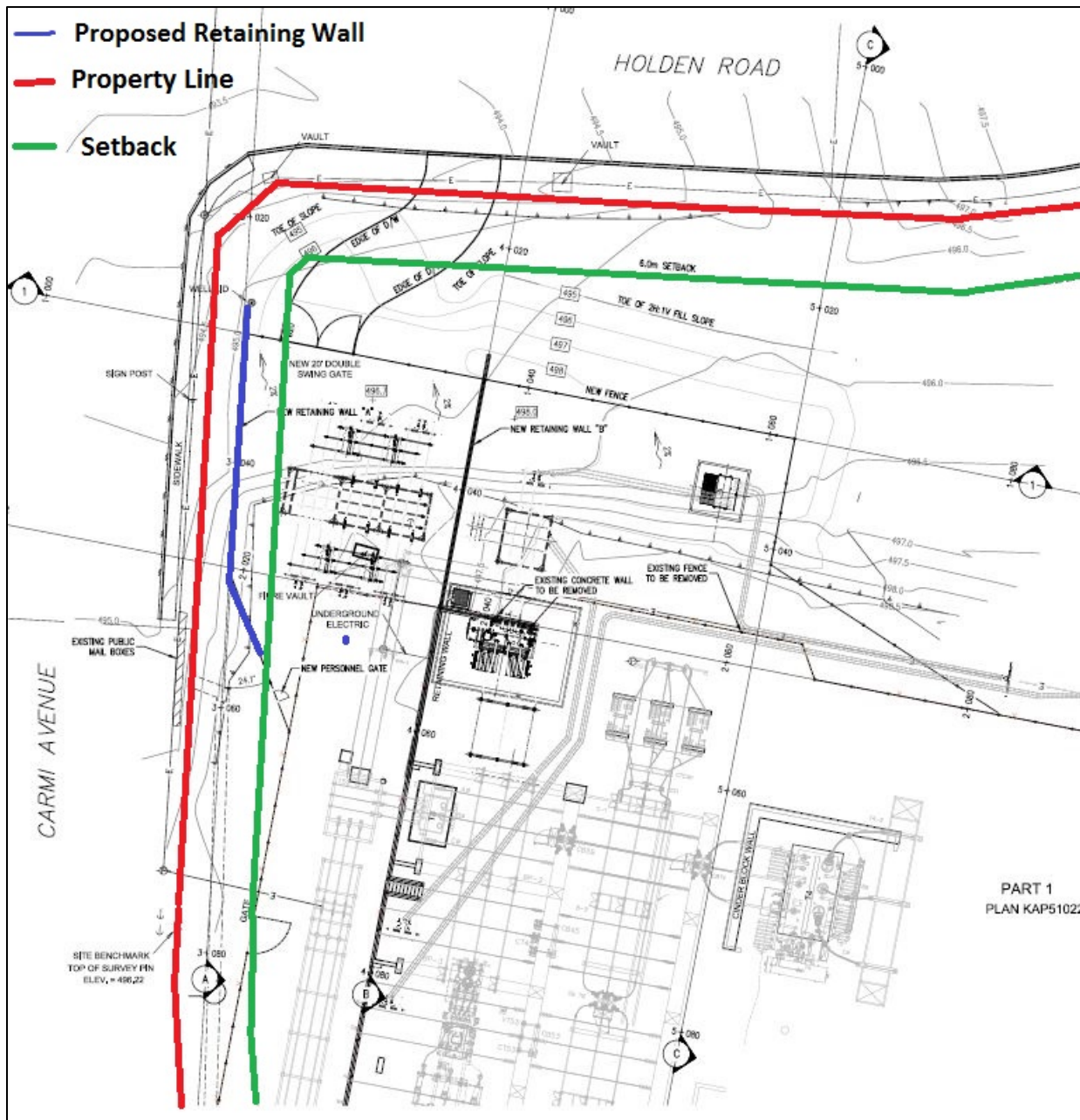



Figure 6: Site Plan



Figure 7: Proposed Fence & Retaining Wall along Carmi Avenue



Figure 8: Cross Section of Proposed Fence & Retaining Wall



Development Variance Permit Application
1685 Carmi Ave
Penticton, BC

Letter of Intent – Retaining Wall Height Variance

Fortis BC, at the request of the City of Penticton, is upgrading infrastructure at the Carmi Ave substation, located at 1685 Carmi Ave in Penticton, BC.

As part of this upgrade, additional security fencing is being erected around the substation. A portion of this fencing will need to sit on a retaining wall over 1.2 meters in height (the proposed retaining wall is designed to be 2.5 meters in height), in order to accommodate the topography on site and provide the adequate security and increase public safety around the substation.

The proposed variances are for:

- Section 6.5.1.1.1: vary the maximum permitted height of a fence from 1.2m to 2.3m
- Section 6.5.2.1: vary the maximum permitted height of a retaining wall within the front yard from 1.2m to 2.5m.

Fortis BC, as per the City of Penticton Planning Department, is required to apply for a Development Variance Permit to accommodate the increased height of the retaining wall and fence.

The application associated with this letter, is for that purpose.

Sincerely,

Jeff Hancock

Principal

Tradecraft Consulting
#8-730 Stremel Road
Kelowna, B.C.
V1X 5E7
250-575-0537
www.tradecraftconsulting.ca




Figure 9: Letter of Intent



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

Development Variance Permit

Permit Number: PL2016-7808

Name:

Address:

Conditions of Permit

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

Legal: Lot 1 District Lot 38215 Similkameen District Yale District Plan KAP51022
 Civic: 1685 Carmi Avenue
 PID: 018-512-585
3. This permit has been issued in accordance with Section 498 of the *Local Government Act*, to vary the following sections of Zoning Bylaw 2011-23 to allow for the construction of a fence on top of a retaining wall, as shown in the plans attached in Schedule 'A'.
 - Section 6.5.1.1.1: to increase the maximum permitted height of a fence from 1.2m to 2.3m.
 - Section 6.5.2.1: to increase the maximum permitted height of a retaining wall within the front yard from 1.2m to 2.5m.

General Conditions

4. In accordance with Section 501 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 504 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 21st day of February, 2017

Issued this _____ day of _____, 2017

Dana Schmidt,
Corporate Officer

Council Report

penticton.ca

Date: February 28, 2017
To: Peter Weeber, Chief Administrative Officer
From: Randy Houle, Planner 1
Address: 369 Douglas Avenue
Subject: **Development Variance Permit PL2017-7821**

File No: DVP PL2017-7821

Staff Recommendation

THAT Council approve "Development Variance Permit PL2017-7821" for That Part of Lot 7 Shown on Plan B5486; District Lot 1 Group 7 Similkameen Division Yale (Formerly Yale-Lytton) District Plan 932, located at 369 Douglas Avenue, a permit to increase the maximum building footprint of a carriage house from 90m², or 60% of the building footprint area of the principal residence, whichever is less to 100m² and to decrease the minimum west interior side yard from 1.5m to 0.95m;

AND THAT staff be directed to issue "Development Variance Permit PL2017-7821."

Strategic priority objective

N/A

Background

The subject property (Attachment 'A') is designated by the Official Community Plan (OCP) as LR (Low Density Residential) and is currently zoned R2 (Small Lot Residential). The subject site is 507.6m² (5464.8ft²) and features an older single family dwelling and a detached garage built in 1998. Photos of the site are included as Attachment 'D'. The adjacent properties are zoned RD2 (Duplex Housing: Lane), with the remainder of surrounding properties zoned R1 (Large Lot Residential) and R2 (Small Lot Residential).

Proposal

The applicant is proposing to utilize the existing garage and foundation to construct a carriage house. The neighbouring properties have undergone duplex development. Increasing density on the subject property through infill development is aligned with the vision of the City.

The proposed carriage house will have a building footprint of 100m². According to the Zoning Bylaw, the maximum building footprint of a carriage house is 90m², or 60% of the building footprint area of the principal residence, whichever is less. As such, a variance to that section of the bylaw is required to allow for the additional 10m². The proposed carriage house will result in a 0.95m interior yard on the west property line. The Zoning Bylaw requires a minimum 1.5m interior yard. As such, a variance to that section of the bylaw is required.

The applicant is requesting a development variance permit to vary the following sections of Zoning Bylaw No. 2011-23:

- Section 8.8.4.3: To increase the maximum building footprint of a carriage house from 90m², or 60% of the building footprint area of the principal residence, whichever is less to 100m².
- Section 10.2.2.6.i: To decrease the minimum west interior side yard from 1.5m to 0.95.

Technical Review

This application was reviewed by the City's Technical Planning Committee. Several concerns were raised pertaining to building code requirements with the close proximity to the west property line as well as the state of the existing foundation. These issues will be addressed at the building permit stage. If the request for the variances are supported, BC Building Code and City bylaw provisions, such as height restrictions, will apply.

Financial implication

N/A

Analysis

Support Variance

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

Section 8.8.4.3: To increase the maximum building footprint of a carriage house from 90m², or 60% of the building footprint area of the principal residence, whichever is less to 100m².

- The definition of building footprint includes the area under the horizontal projection of a deck. The building footprint of the living area of the carriage house is 90m², with the deck being an additional 10m². The carriage house won't span across the entire width of the property and the deck will project to the south of the property, which will help to reduce the visual impact on the lane. Given the above, it is reasonable to increase the maximum building footprint to 100m² to accommodate the deck.

Section 10.2.2.6.i: To decrease the minimum west interior side yard from 1.5m to 0.95m.

- The west interior yard setback of the existing garage is 0.95m. The proposed carriage house will add a 2nd floor and a 3.0m addition on the south side of the garage. The proposal will not reduce the interior side yard any further than the current 0.95m. There are no openings proposed on the west side of the carriage house, thus having minimal impact on privacy for the adjacent neighbours. As seen in the pictures in Attachment D, a 3.0m addition on the south side of the existing garage will still leave adequate distance from any openings on the adjacent duplexes. The proposed carriage house will be 3.0m from the east property line and will have little impact on the neighbours as their

dwelling is on the south side of the property. Enabling the applicant to build on the existing garage¹³⁶ footprint is cost effective and aligned with the City's vision of encouraging infill development.

Given the above, staff view the variances requested as reasonable and recommend that Council support the application.

Deny/Refer

Council may consider that the variances are not justified and will negatively affect the neighbourhood. If this is the case, Council should deny the variances.

Alternate Recommendations

1. THAT Council support "DVP PL2017-7821" with conditions.
2. THAT "DVP PL2017-7821" be referred back to staff.

Attachments

- Attachment A: Subject Property Location Map
- Attachment B: OCP Map
- Attachment C: Zoning Map
- Attachment D: Images of Subject Property
- Attachment E: Site Plan
- Attachment F: Elevations
- Attachment G: Letter of Intent
- Attachment H: "DVP PL2017-7821"

Respectfully submitted,

Randy Houle
Planner 1

Approvals

DDS <i>AH</i>	CAO <i>PW</i>
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Figure 1: Subject Property



Figure 2: OCP Map

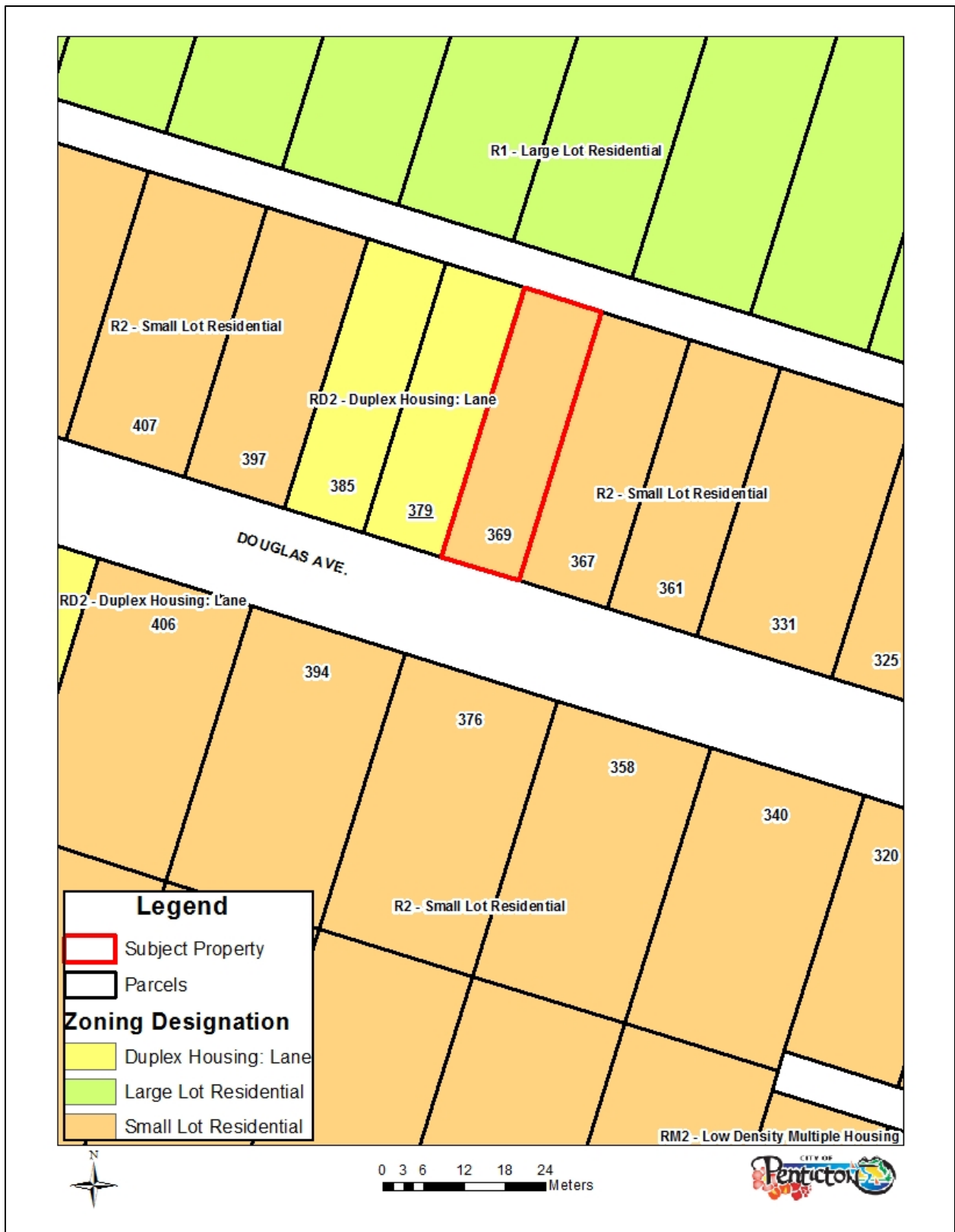


Figure 3: Zoning Map



Figure 4 North View of Subject Property (from Lane)



Figure 5: South View (from Douglas Avenue). Subject Property is on the right



Figure 6 South View of Existing Garage



Figure 7: West View of Garage (behind Truck)

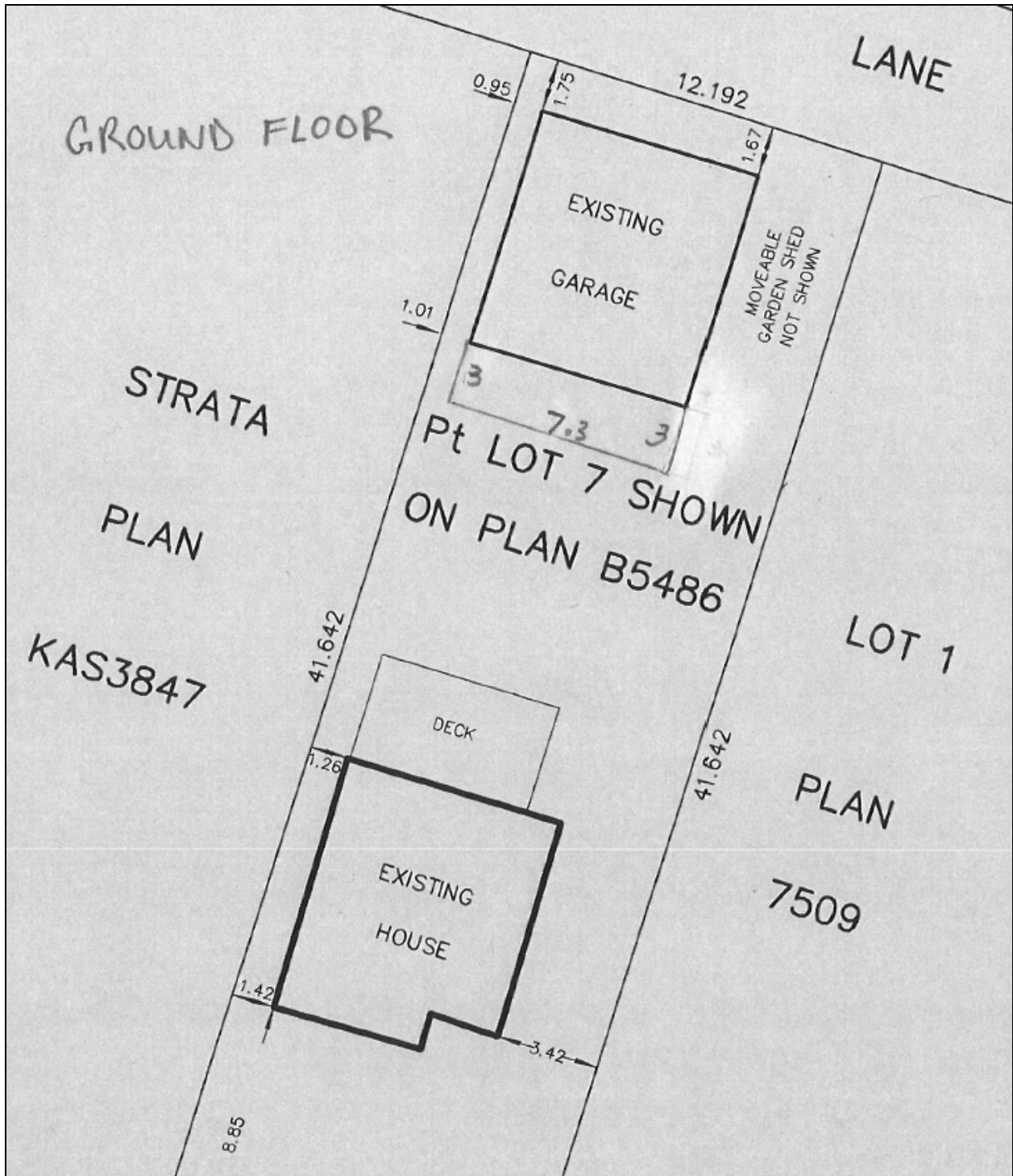


Figure 8: Site Plan

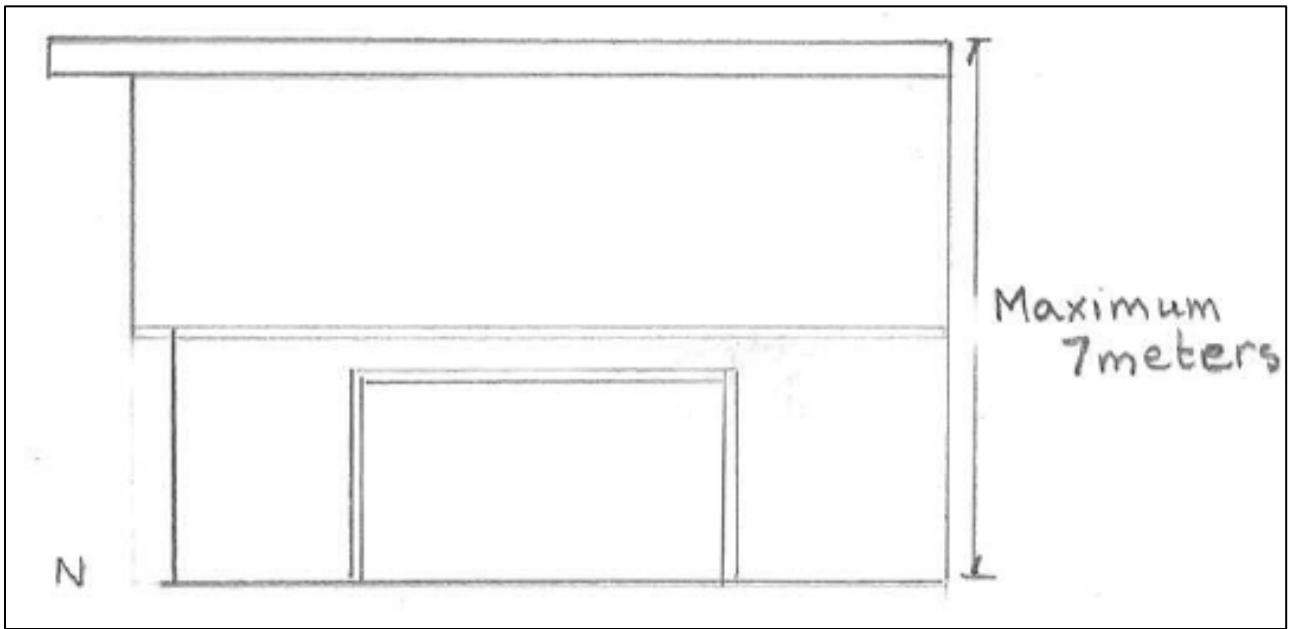


Figure 9: North Elevation (from Lane)

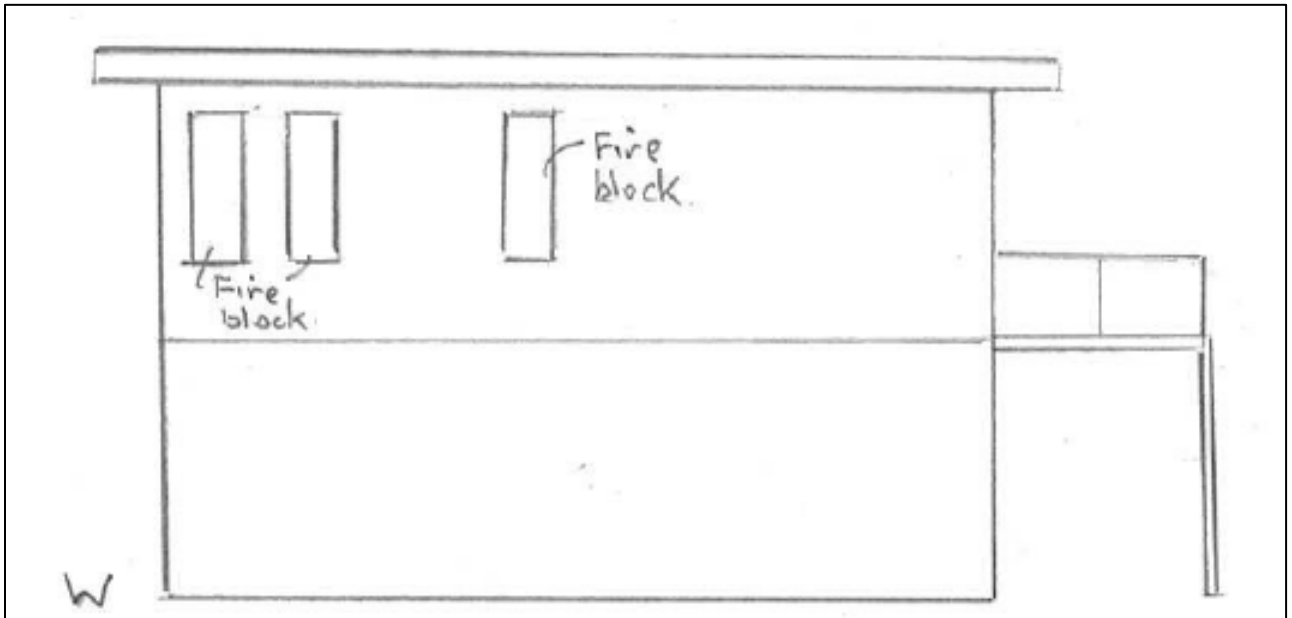


Figure 10: West Elevation

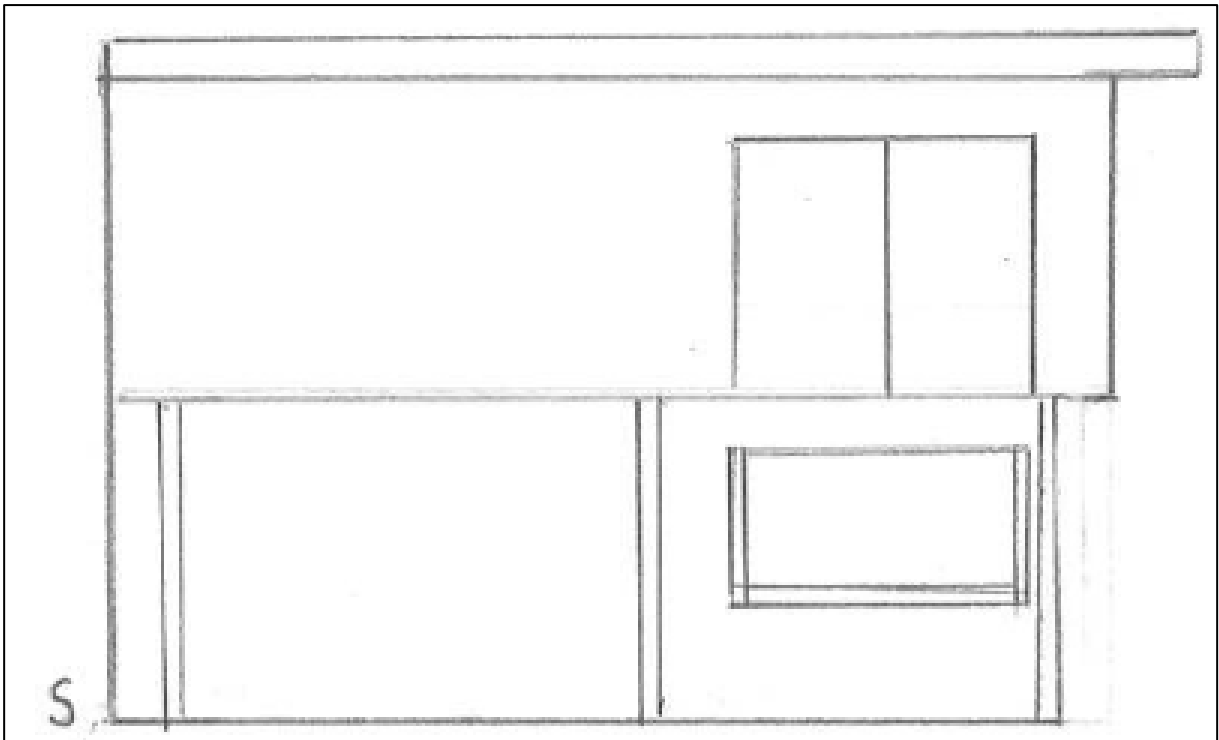


Figure 11: South Elevation (from Street)

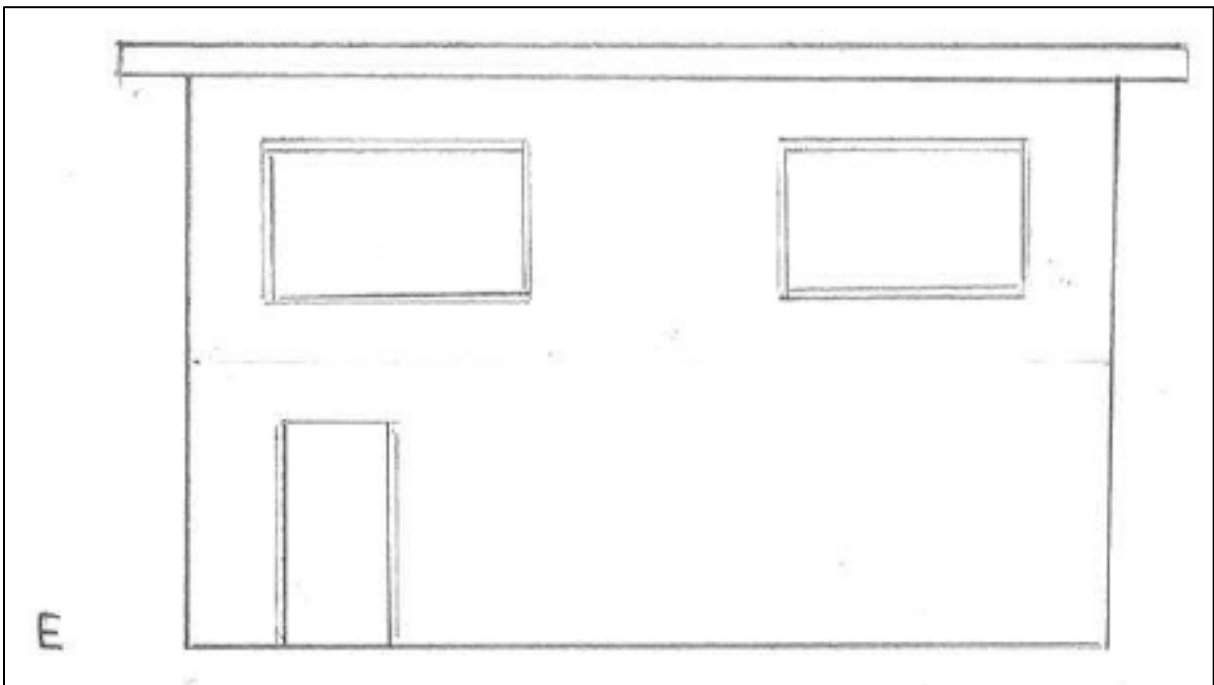


Figure 12: East Elevation

LETTER OF INTENT FOR VARIANCE APPLICATION

Date: December 28, 2016

To: City of Penticton
Planning Department-Development Services Division

Re: Variance Application for the property at
Civic Address: 369 Douglas Avenue, Penticton, B.C
PID: 011-864-079
Legal Description: That part of Lot 7 shown on Plan B5486; District Lot 1 Group 7 Similkameen Division Yale (Formerly Yale-Lytton) District Plan 932

This application requests to vary the following Sections of the City of Penticton Zoning Bylaw No. 2011-23 at 369 Douglas Avenue, Penticton, B.C. These variances are requested for the intent of converting the existing garage on the property to a carriage house and to maintain 3 parking spaces on the subject lot.

1. Section 8.8.4.3: to vary the maximum building footprint of a carriage house from 90 square meters, or 60% of the building footprint area of the principal residence, whichever is less, to the 100 square meters (90 square meter footprint + 10 square meter deck).
2. Section 8.8.4.5: to vary the setback on the west interior side yard of the carriage house with garage from 1.5 meters to the existing distances on the survey certificate of the existing garage: 1.01 meters on the southwest end of the building and 0.95 meters on the northwest end of the building.

Reasons for the variance:

The reason for the variances are to maintain the existing double car garage and an extra on lot lane access parking space for the principle residence at the front of the property, while building a carriage house above the existing garage with a ground floor entrance. By using the existing garage foundation this would be more economical and also comply with section 8.8.4 for developmental regulations for carriage houses on residential property with the exception of section 8.8.4.5 described above. The carriage house would provide an extra accommodation for aging family and the potential for rental that is within close proximity for monitoring.

This intended plan conforms with properties in the Douglas Avenue area that are changing from single family dwelling properties to duplexes or principal dwellings with carriage homes.

Thank you for considering my application for variances to 369 Douglas Avenue.

Sincerely,

Marlene Kearsley
369 Douglas Avenue,
Penticton, B.C V2A 2V1

Figure 13: Letter of Intent



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

Development Variance Permit

Permit Number: PL2017-7821

Name:

Address:

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: That Part of Lot 7, Shown on Plan B5486; District Lot 1, Group 7, Similkameen Division Yale (Formerly Yale-Lytton) District, Plan 932
 Civic: 369 Douglas Avenue
 PID: 011-864-079
3. This permit has been issued in accordance with Section 498 of the *Local Government Act*, to vary the following sections of Zoning Bylaw 2011-23 to allow for a carriage house, as shown in the plans attached in Schedule 'A'.
 - Section 8.8.4.3: To increase the maximum building footprint of a carriage house from 90m², or 60% of the building footprint area of the principal residence, whichever is less to 100m².
 - Section 10.2.2.6.i: To decrease the minimum West interior side yard from 1.5m to 0.95.

General Conditions

4. In accordance with Section 501 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 504 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 _____, 2017

Issued this ____ day of _____, 2017

Dana Schmidt,
Corporate Officer

360 Conklin Ave & 376 Conklin Ave
Penticton BC
V2A 2T4

FEB 22 2017

February 21, 2017

ATTN Corporate Officer
City of Penticton
171 Main Street
Penticton, BC
V2A 5A9

Greetings

We write in connection with the Application for Development Variance Permit PL2017-7821 at 369 Douglas Ave., Penticton, BC.

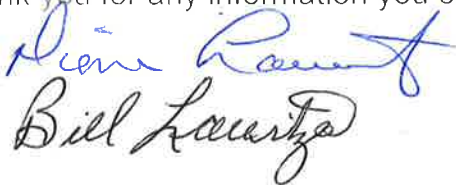
Our main concern is that the garage, which is the subject of the variance, has been a residence of the property owner for a number of years (maybe 10 years?) and the main residence has been rented out during this time.

- 1.) Will this new structure become 2 residences, with one on the main floor and one on the top floor, or will it be a single dwelling?
- 2.) The other concern is the revised decreased setback from the west property line will set a precedent for other developments on surrounding lots and may pose potential fire hazards.

The applicant did ask our (Bill & Diane Lauritzen's) opinion on this situation a number of months ago and at that time we were generally in agreement as we understand there will be a lot of in-filling in this neighbourhood, although our preference would be for single story carriage houses. Upon further reflection we are not totally against the project but are concerned about the possibility of 2 residences in the proposed building and also wondering about the fire safety as more developments are added to the neighbourhood.

- 3.) One other thought is the deterioration that the back alley has developed since we have had a number of new back yard residences in the last few years.

Thank you for any information you can give us on these concerns.



Bill Lauritzen & Diane Lauritzen
360 Conklin Ave
Penticton BC



Gladys Crossley
376 Conklin Ave
Penticton, BC

Council Report

penticton.ca

Date: February 28, 2017
To: Peter Weeber, Chief Administrative Officer
From: Randy Houle, Planner I
Address: 408 Waterloo Avenue
Subject: **Development Variance Permit PL2016-7815**

File No: DVP PL2016-7815

Staff Recommendation

THAT Council approve "Development Variance Permit PL2016-7815" for Lot A District Lot 196S AND Penticton Indian Reserve No. 1, Similkameen Division Yale District Plan KAP78278, located at 408 Waterloo Avenue, a permit to decrease the minimum west and north interior side yard when abutting a public zone from 6.0m to 3.0m;

AND THAT staff be directed to issue "Development Variance Permit PL2016-7815."

Strategic priority objective

N/A

Background

The subject lot (Attachment 'A') is designated by the Official Community Plan (OCP) as I (Industrial) and is currently zoned M1 (General Industrial). The area of the subject lot is approximately 7014m² (75,500ft²) and is currently used as bulk lumber storage for Home Hardware. An existing storage building has been demolished. Photos of the site are included as Attachment 'D'. The adjacent property to the north is the City's Waste Water Treatment Plant which is zoned P3 (Major Utilities). The remaining properties are zoned M1 (General Industrial).

Proposal

The applicant intends to construct a 375m² (4,032ft²) pre-engineered 'Britespan' storage building. The addition will result in a 3.0m setback on the north and west interior property lines. The Zoning Bylaw requires a 6.0m minimum interior side yard when abutting a public zone. As such, a variance to that section of the bylaw is required prior to construction.

The applicant is requesting a development variance permit to vary the following sections of Zoning Bylaw No. 2011-23:

- Section 12.1.2.5.i.a: To decrease the minimum west and north interior side yard when abutting a public zone from 6.0m to 3.0m.

Technical Review

This application was reviewed by the City's Technical Planning Committee. Concerns pertaining to storm water maintenance were raised, but will be addressed at the building permit stage. If the requests for the variances are supported, BC Building Code and City bylaw provisions, such as height restrictions, will apply.

Financial implication

N/A

Analysis

Support Variances

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

Section 12.1.2.5.i.a: To decrease the minimum west and north interior side yard when abutting a public zone from 6.0m to 3.0m.

The proposed building will be 3.0m from the north and west property line. In an industrial zone, the typical minimum interior yard is 0m and 3.5m. Since the subject property abuts a public zone, a 6.0m minimum interior yard is required. The City's Waste Water Treatment Plant is adjacent to the development and their staff have no issues with the proposal. The proposed construction will enable the storage of material out-of-sight, which will improve the aesthetic value of the property. Staff feel that a 3.0m setback is still adequate in this situation. It is reasonable to reduce the minimum north and west interior side yard from 6.0m to 3.0m.

Given the above, staff view the variance request as reasonable and recommend that Council support the application.

Deny/Refer

Council may consider that the variances are not justified and will negatively affect the neighbourhood. If this is the case, Council should deny the variances.

Alternate Recommendations

1. THAT Council support "DVP PL2016-7815" with conditions.
2. THAT "DVP PL2016-7815" be referred back to staff.

Attachments

- Attachment A: Subject Property Location Map
- Attachment B: OCP Map
- Attachment C: Zoning Map
- Attachment D: Images of Subject Property
- Attachment E: Site Plan
- Attachment F: Elevations
- Attachment G: Letter of Intent
- Attachment H: "DVP PL2016-7815"

Respectfully submitted,

Randy Houle
Planner I

Approvals

DDS <i>AH</i>	CAO <i>PH</i>
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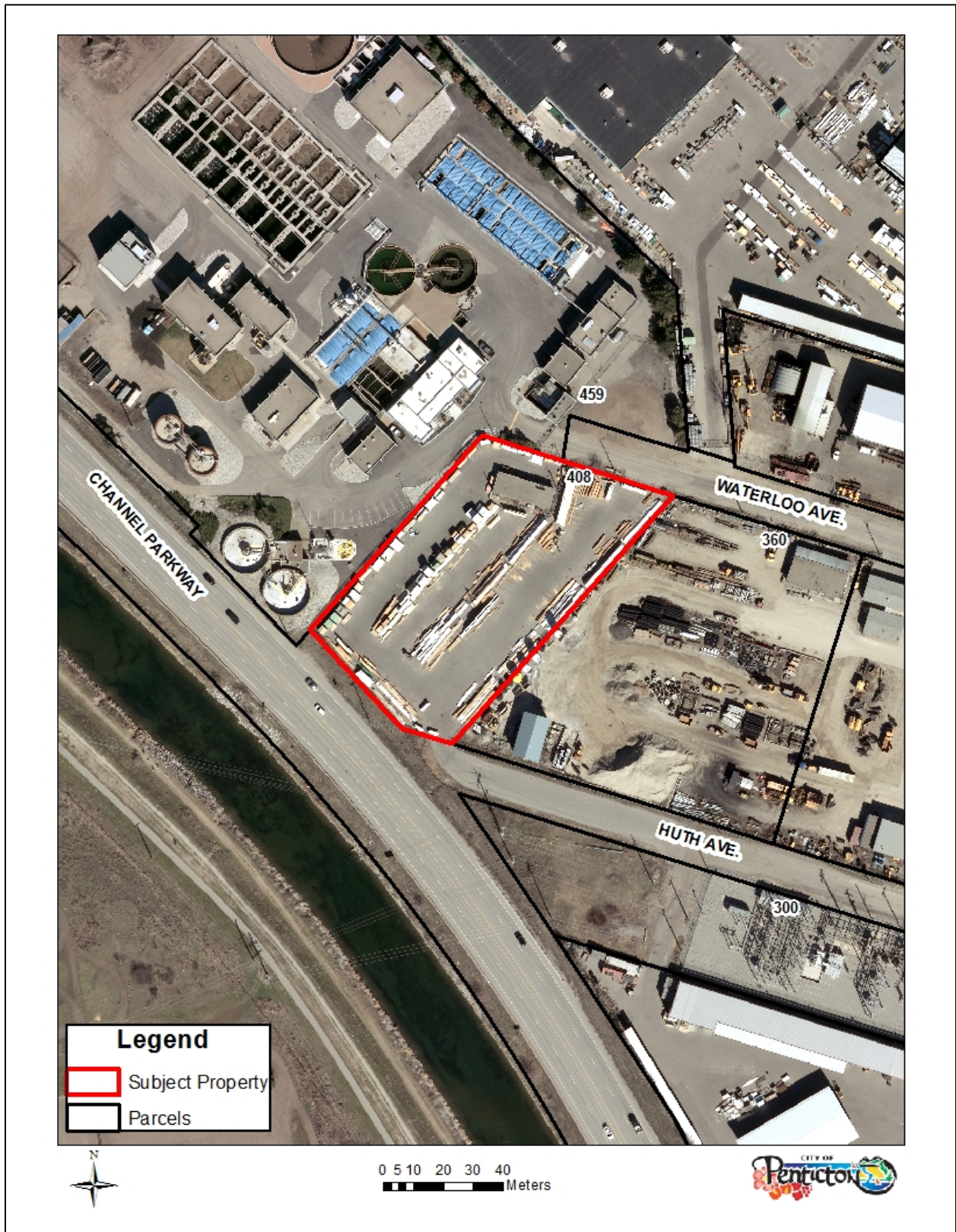


Figure 1: Subject Property

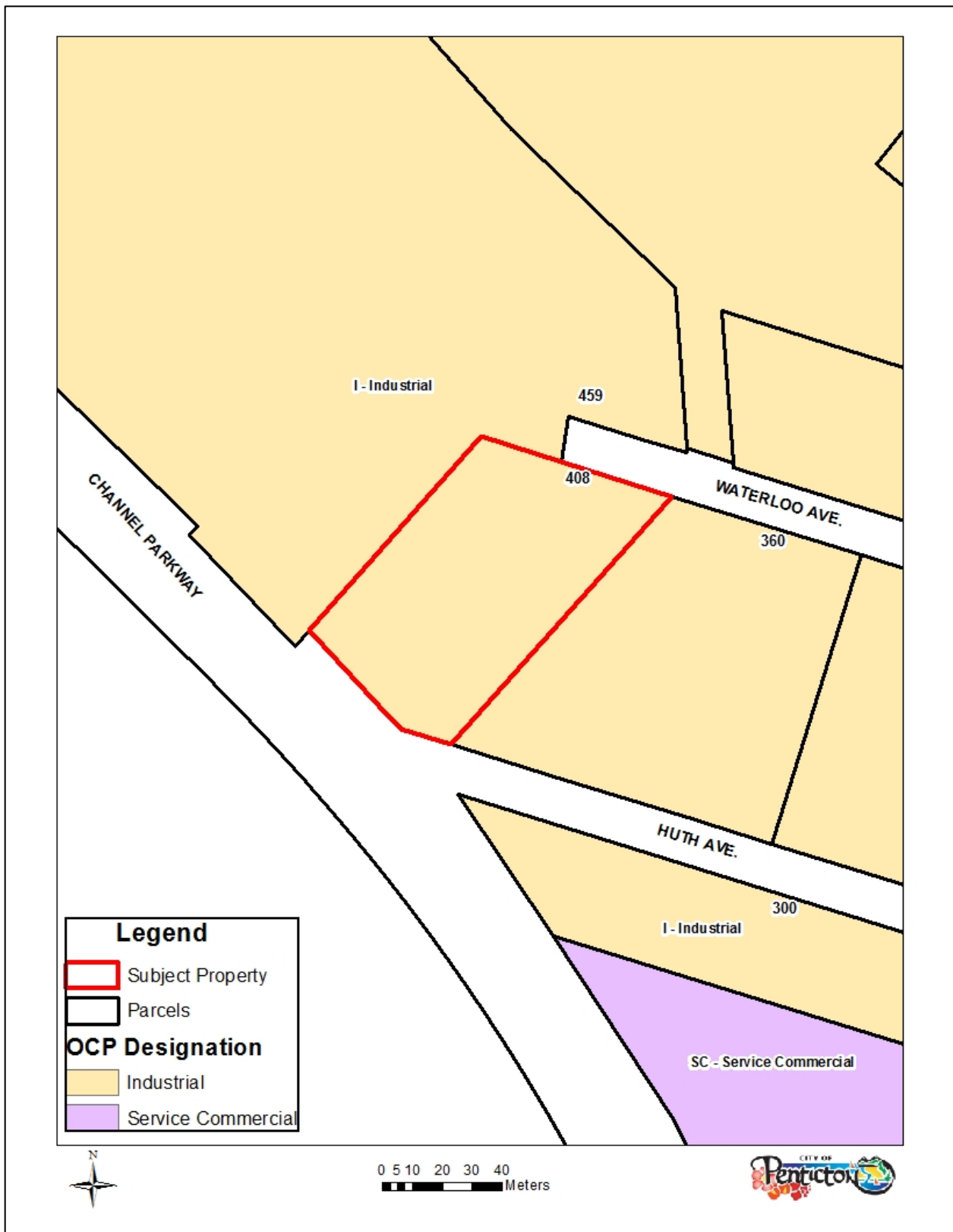


Figure 2: OCP Map

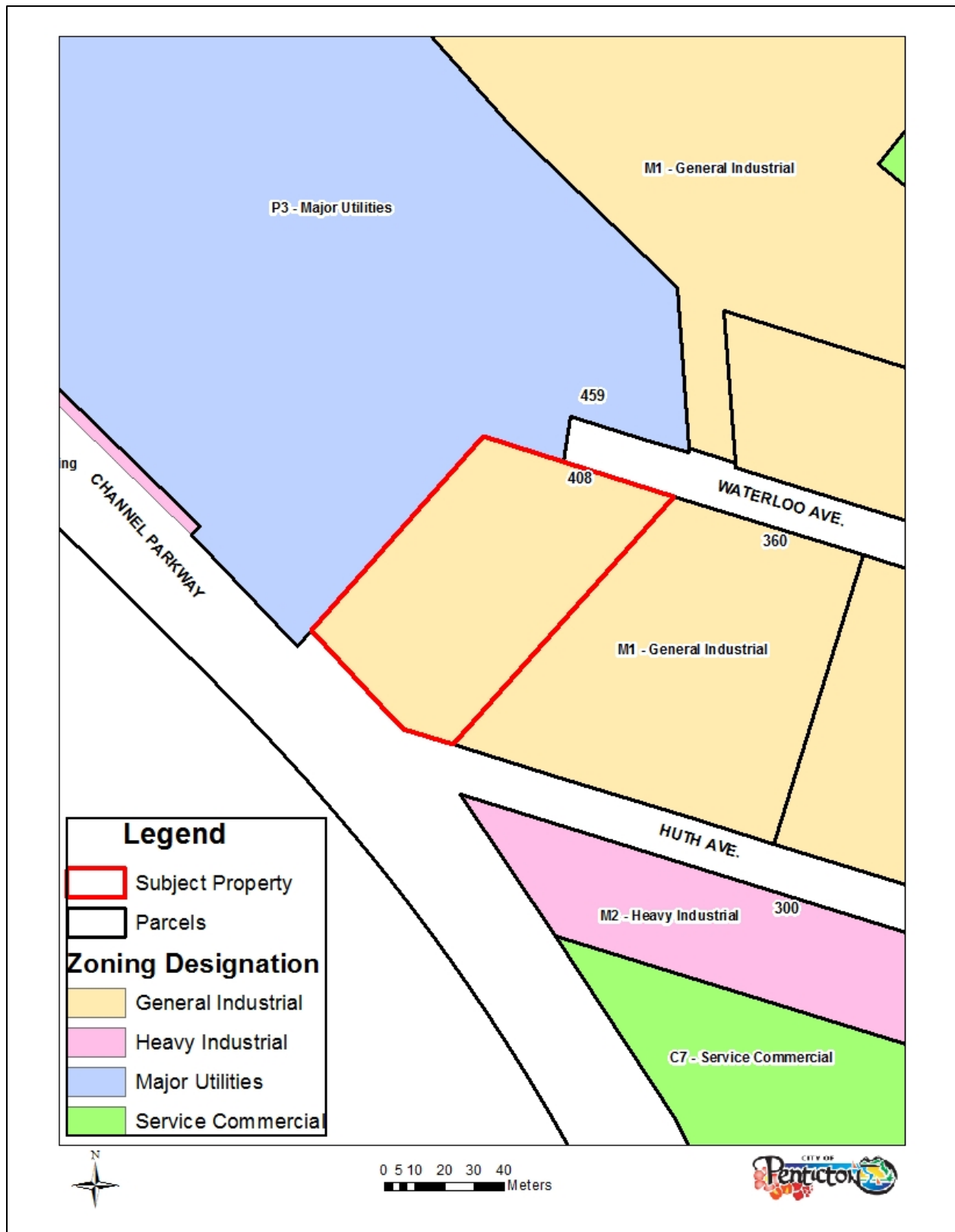


Figure 3: Zoning Map



Figure 4: Proposed Building Location (North East View)



Figure 5: North View of Subject Property (from the Waste Water Treatment Plant)



Figure 6: Site Plan

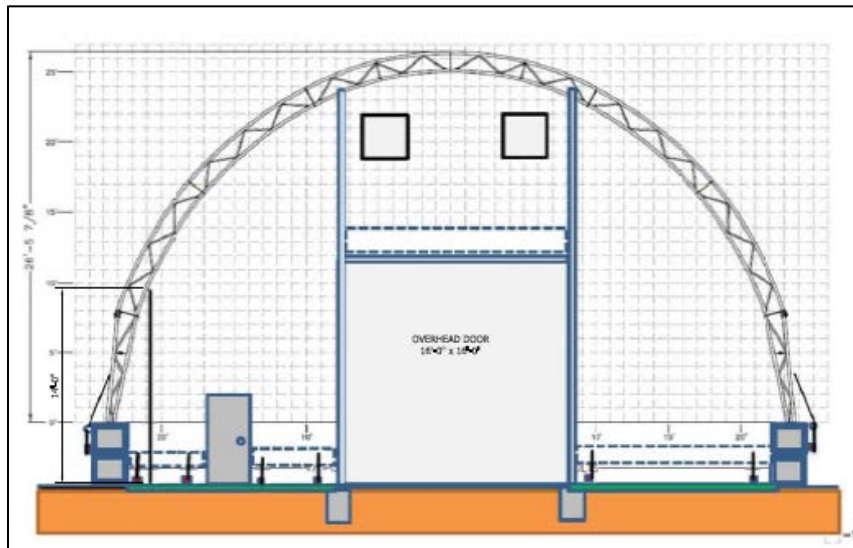


Figure 7: South Elevation

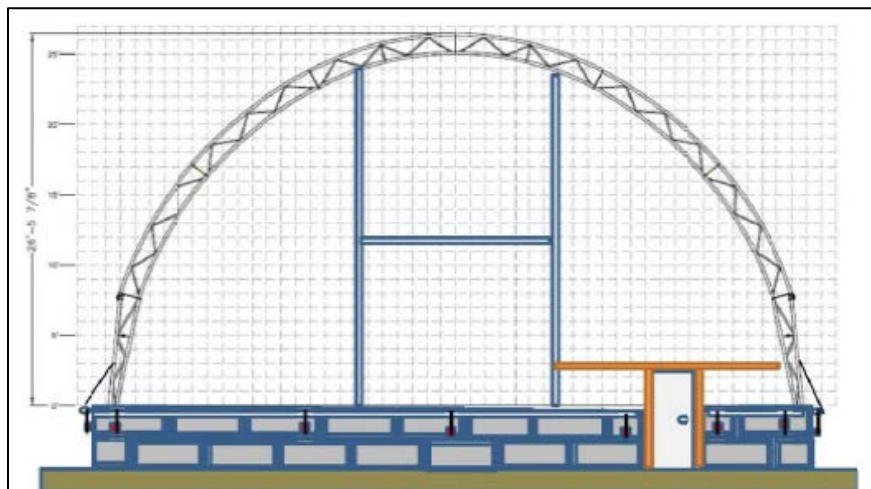


Figure 8: North Elevation



Figure 9: Similar Britespan Building

No. 101 – 365 Van Horne Street
Penticton, BC V2A 8S4
ph. 250.488.4367
construction@chasevalley.ca



December 20, 2016

LETTER OF INTENT

Attn: City of Penticton, Staff and Council

Re: 408 Waterloo Avenue

We submit this letter to inform Council and Staff that we would like to erect a pre-engineered 'Britespan' building at 408 Waterloo Avenue.

The proposed building location would require a variance to reduce the set back of the North and West property lines from 6m to 3m.

The property is owned by Home Hardware and is currently used as bulk lumber storage. The building would replace the old Cut Shack that was demolished earlier this year.

Respectfully Yours,

A handwritten signature in black ink, appearing to be "Scott Mayhew", written over a horizontal line.

Scott Mayhew

Vice President
Chase Valley Construction Inc.

Figure 10: Letter of Intent



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

Development Variance Permit

Permit Number: PL2016-7815

Name:
 Address:

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 A District Lot 1965 And Penticton Indian Reserve No. 1 Similkameen Division Yale District Plan KAP78278
 - Civic: 408 Waterloo Avenue
 - PID: 026-315-530
3. This permit has been issued in accordance with Section 498 of the *Local Government Act*, to vary the following section of Zoning Bylaw 2011-23 to allow for the construction of a storage building.
 - Section 12.1.2.5.i.a: To decrease the minimum west and north interior side yard when abutting a public zone from 6.0m to 3.0m.

General Conditions

4. In accordance with Section 501 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 504 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 _____, 2017

Issued this _____ day of _____, 2017

Dana Schmidt,
Corporate Officer

Council Report

penticton.ca

Date: February 28, 2017
To: Peter Weeber, Chief Administrative Officer
From: Audrey Tanguay, Senior Planner
Address: 611/619 Van Horne Street

File No: DVP PL2016-7733

Subject: Development Variance Permit PL2016-7733

Staff Recommendation

THAT Council approve Development Variance Permit PL2016-7733 for Lot 18 and Lot 19, Block 32, District Lot 202, Similkameen Division Yale District, Plan 269, located at 611 and 619 Van Horne Street, a permit to reduce the minimum lot width from 13m to 9.3m; reduce the minimum lot area from 390m² to 285m²; reduce the front yard setback from 4.5m to 3.5m, increase the height of a retaining wall from 1.2m to 1.65m and allow a reduction of the parking requirement from 1 stall to 0 for the secondary suite;

AND THAT staff be directed to issue Development Variance Permit PL2016-7733.

Strategic priority objective

N/A

Background

611 and 619 Van Horne Street are designated as HR – High Density Residential by the City's Official Community Plan and are currently zoned RD2 - Duplex Housing: Lane by Zoning Bylaw 2011-23. 611 Van Horne Street features a single detached dwelling and 619 Van Horne Street is presently vacant. The properties are bordered by a duplex to the South and by a single family dwelling to the North. Photos of the site are included as Attachment 'D'.

This is an area of the city that is currently under a lot of development pressure with several infill housing projects complimenting the existing older single family houses and low rise apartment buildings. Several of the new buildings are duplexes. The site is located on the periphery of the downtown core and the proposed development will assist in achieving increased residential densities in a sustainable location, bordering downtown.

It is the ultimate intention of the applicant to adjust the lot lines between the two parcels to create an additional lot and construct three front-to-back duplex buildings with secondary suites. In order to create an additional lot, the applicant needs a variance to the minimum lot size and width prior to subdivision approval. The applicant also requires a variance to the front yard setback for each building and a parking reduction for one suite on each lot.

If Council approves the Development Variance Permit application, the applicant will be pursuing a subdivision to facilitate a new infill parcel.

Proposal

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

- Section 10.6.2.1 : To reduce the minimum lot width from 13m to 9.5m
- Section 10.6.2.2 : To reduce the minimum lot area from 390m² to 365m²
- Section 10.6.2.6: To decrease the minimum front yard setback from 4.5m to 3.5m
- Section 7.6: To reduce the parking requirement from 1 stall to 0 for secondary suites
- Section 6.5.2: To increase the height of a retaining wall from 1.2m to 1.65m

Development engineering review

The Engineering Department has reviewed the proposed variances and do not have any concerns at this time. A complete and comprehensive analysis of the proposed development will be completed as part of the subdivision process.

Development Statistics

The following table outlines the proposed development statistics for the proposal.

Item	Requirement RD2 Zoning	Provided on Plans
Minimum Lot Size:	390 m ²	285m ² (Variance Required)
Minimum Lot Width	13m	9.35m (Variance Required)
Maximum Lot Coverage:	40%	39.95%
Maximum Density:	0.95 FAR	0.79FAR
Vehicle Parking:	4 spaces required	3 spaces provided (Variance Required)
Required Setbacks		
Front yard:	4.5m	3.5m (Variance required)
Side yard (north):	1.5m	1.5m
Side yard (south):	1.5m	1.5m
Rear yard (Lane):	6.0m	8.37m
Maximum Building Height:	10.5m	7.85m
Other Information:	The property is in the High Density Development Permit Area and a development permit will be required	

Financial implication

This project will significantly increase the taxable value of the property, creating three parcels out of two and creating three new duplex buildings, each with an estimated construction value of over \$450,000 each.

Analysis

Approve

When considering a variance to a City bylaw, staff encourages Council to be mindful of any hardship on the property that makes following the bylaw challenging; whether approval of the variance would cause undesirable impact on neighboring properties and if the variance request is sensible.

Section 10.6.2.1: To vary the minimum lot width from 13m to 9.5m

The applicant is requesting a minimum lot width reduction to facilitate the development of three buildable duplex lots. In the downtown area, similar sized lots have been developed successfully with single family and duplex dwellings. The lot width being proposed is common in the core area of Penticton where most duplex lots have 9.1m width. The reduction in lot width will not have an undesirable impact on the existing neighbourhood and, given the approval of similar sized parcels, is considered reasonable.

Section 10.6.2.2: To vary the minimum lot area from 390m² to 285m²

The applicant is requesting a minimum lot area reduction to create three buildable lots under the RD2 zoning instead of two. A lot area of 295m² can support a duplex, including the provision of yard space and adequate parking but furthermore will necessitate two variances including front yard lessening and parking reduction as indicated below. In considering this request for a variance, staff has concluded that the reduction in lot area will facilitate the development of 3 duplex lots, while utilizing an area with existing services available without compromising the character of the neighborhood. The assessment is that this does not create an undesirable impact on nearby land uses or the City's existing infrastructure.

Section 10.6.2.6: To vary the minimum front yard setback from 4.5m to 3.5m

The applicant is requesting a 1.0m front setback reduction. As with other infill projects in the City, it is challenging to build within required setbacks on lots that were originally intended for a different form of development, in this case single family. The reduced setback is requested in order to place the parking at the rear. Similar variances have been recently granted on Braid Street in order to facilitate other duplex developments, allowing buildings to be closer to the sidewalk. Staff does not consider that, given the magnitude of the variance requested, that there will have an adverse impact on neighbouring properties.

Section 7.6: Parking Requirement from 1 stall to 0 for the secondary suite

One onsite parking space is required for each secondary suite in addition to those spaces required for the duplex. There is no room on the property to install additional parking for one of the secondary suite as three stalls have been provided for each duplex. There is suitable parallel parking on the street in the area. The City has implemented a "Resident Parking Only" program in designated downtown areas including Van Horne Street to improve the availability of parking for residences surrounding the downtown core. The subject property is also located in Penticton's Downtown where residential intensification is desired. The site's close proximity to the downtown core also supports alternative transportation measures and the ability for the residents to walk to a variety of services, without the need for a vehicle. Staff does not consider that, given the scale of the variance requested, that there will have an adverse impact on neighbouring properties.

Section 6.5.2: To increase the height of a retaining wall from 1.2m to 1.65m

To facilitate the construction of the basement suite on proposed Lot 1, a concrete cast-in-place retaining wall up to 1.65m is proposed to assist with the access of the unit on one side. The increase in the wall height is only recommended for the building located on proposed Lot 1. Staff does not consider that, given the magnitude of the variance requested, that there will have an adverse impact on neighbouring properties.

Before final approval of a subdivision application, a number of requirements will need to be addressed, as indicated in Subdivision and Development Bylaw 2004-81. A development permit will also need to be granted.

The OCP designation for the site is for higher density development and would support a taller building than what is proposed, however considering the size of the parcels that exist there are limitations to achieving a larger development. What is being proposed however is a significant increase in density over and above what currently exists on the site, which considering its location on the periphery of the downtown core and the vision of the OCP, is a positive result for the future of the downtown. The density proposed is similar to what would be achieved with a four storey apartment building, however this proposal provides a variety of living environments with the duplex units and smaller suites that are proposed.

Staff considers that the development will make an overall positive contribution to the surrounding neighborhood and respects the character of the existing area while accommodating higher density, as directed by the Official Community Plan. Given the above, staff considers that the request is reasonable and recommend that Council support the variances and direct issuance of the permit.

Deny/Refer

Should Council consider that the proposed variances represent an adverse impact on the residential character of the area it should deny the Development Variance Permit. If this is the case, the property will be restricted to two duplex buildings instead of the three proposed. Alternatively, Council may refer the application back to staff with further instructions.

Alternate Recommendations

1. THAT Council support DVP PL2016-7733 with other conditions that Council finds are appropriate.
2. THAT DVP PL2016-7733 be referred back to staff.

Attachments

Attachment A:	Subject Property Location Map
Attachment B:	OCP Map
Attachment C:	Zoning Map
Attachment D:	Images of Subject Property
Attachment E:	Letter of Intent
Attachment F:	Site Plan
Attachment G:	Building Rendering
Attachment H:	Subdivision Plan
Attachment I:	DVP

Respectfully submitted,

Audrey Tanguay, MCIP
Senior Planner

Approvals

Director <i>AH</i>	CAO <i>PW</i>
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Attachment A - Subject Property



Figure 1: Location Map

Attachment B - OCP Map



Figure 2: OCP Map

Attachment C - Zoning Map

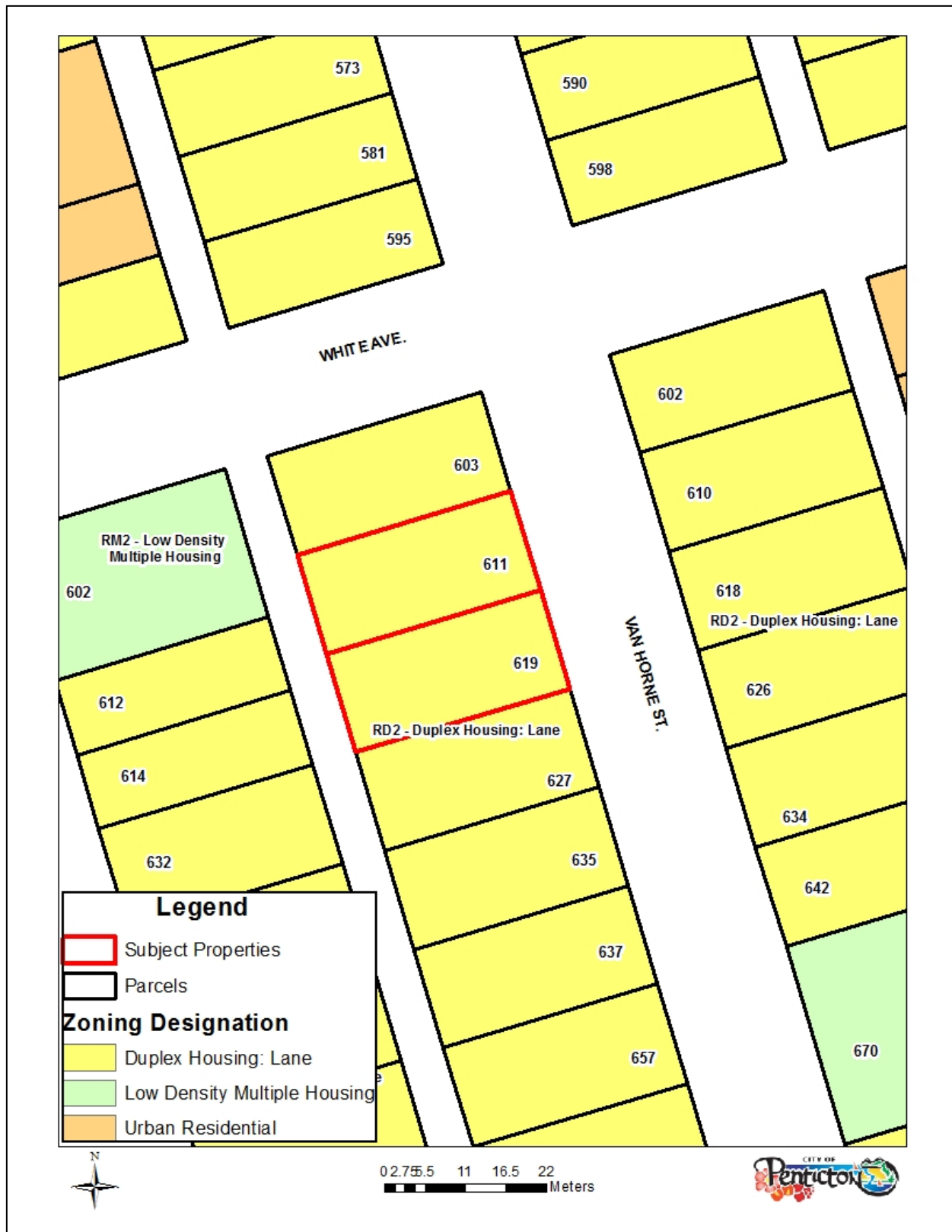


Figure 3: Zoning Map

Figure

Attachment D - Image of the Subject Property



Figure 4: View on Vanhorn Street

Attachment E –Letter of Rationale

611, and 619 Van Horne Street Subdivision Application

The intent of the development is to provide front to back duplex zoning consistent with many of the new developments in the area and some of the older developments on the same block of Van Horne Street to create continuity within the neighbourhood.

In order to come into line with the look and feel of the direction the neighbourhood is headed the decision was made to reduce the lot dimensions as the existing lot size is too large to provide single front to back duplex units, but too small to provide 4 plex housing.

Furthermore the OCP bylaw encourages the increased densification of the area, which is our intent, while ensuring the finished product also has curb appeal, and is consistent with the developments in the neighbourhood.

While the subdividing of the two properties reduces the RD2 allowable lot size below the bylaw size of 390m² the proposed lots are still larger than many of the lots in the area as the lot depth remains consistent across multiple blocks and the proposed 9.358m which is still above many of the existing 9.1m lot widths in the neighbourhood.

We also intend to provide basement suites in each of the front and back units of the duplex's, with separate side entrances to improve the affordability of development for those that are to be sold, and to provide a reasonable return on investment for those units which will be kept for rentals. Furthermore, the addition of basement suites provides affordable units in the downtown core which at this time is in extremely high demand (and has been in a critical shortage for sometime). Also, the addition of basement suites provides a finished product that is more in-line with the current OCP bylaw as this area is slated for 'High Density' - ignoring the potential for basement units would under utilize the space.

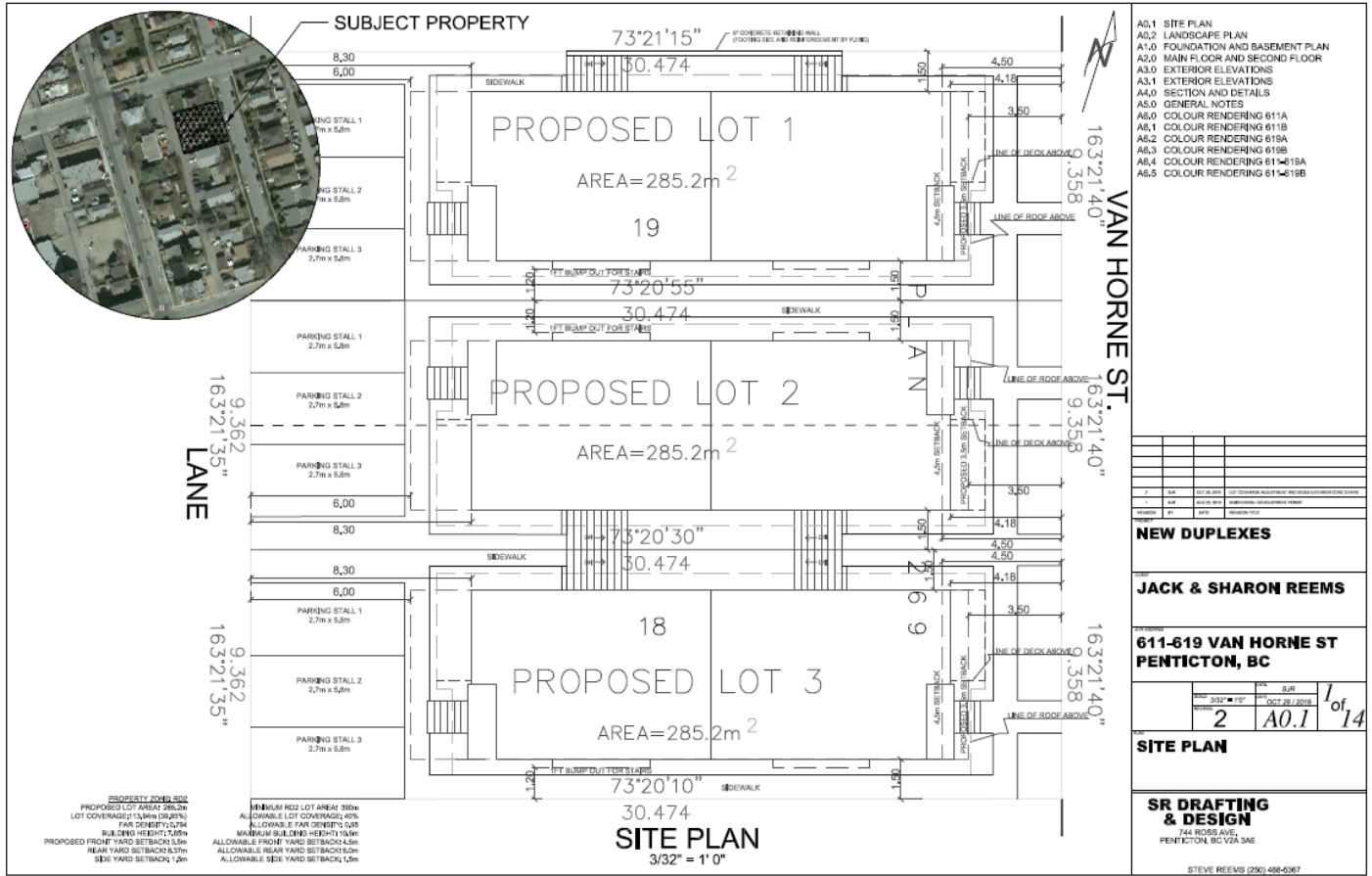
Access to the basements is to be located at the side of the units to reduce the overall building height, and to reach an aesthetically pleasing height to width ratio when viewed from street level. Furthermore locating the access to the basements at the side of the building allows for a larger green belt between the entrance of the units and the street / rear parking. Having the entrance at the sides also ensures the main units in both the front and back feel more like detached dwellings for the owners and/or tenants.

To facilitate access to the side of the unit planned for the proposed Lot 1 a temporary concrete cast-in-place retaining wall up to 5'6" is proposed to be constructed along the property line between the existing 611 and 603 properties - we are the current owners of 603 Van Horne Street - and are prepared to plan for construction access for this area of 603 Van Horne St. as may be required to facilitate the construction of the retaining wall. The final height of the retaining wall is to be determined, but we cannot construct the basements any deeper than 5'6" below existing grade (as shown on the elevations - which were determined with laser level) as this would cause issues with positive grade to the sewer line in the alley. A wall height of 5'6" exceeds the current zoning bylaw which stipulates that walls exceeding 4' in height require a variance. NOTE: Site grading and building elevations may be adjusted to facilitate the 4' max retaining wall height requirement - we're just looking for the option of going up to 5'6" to allow for increased building functionality and to reduce the wood stair risers at the front and

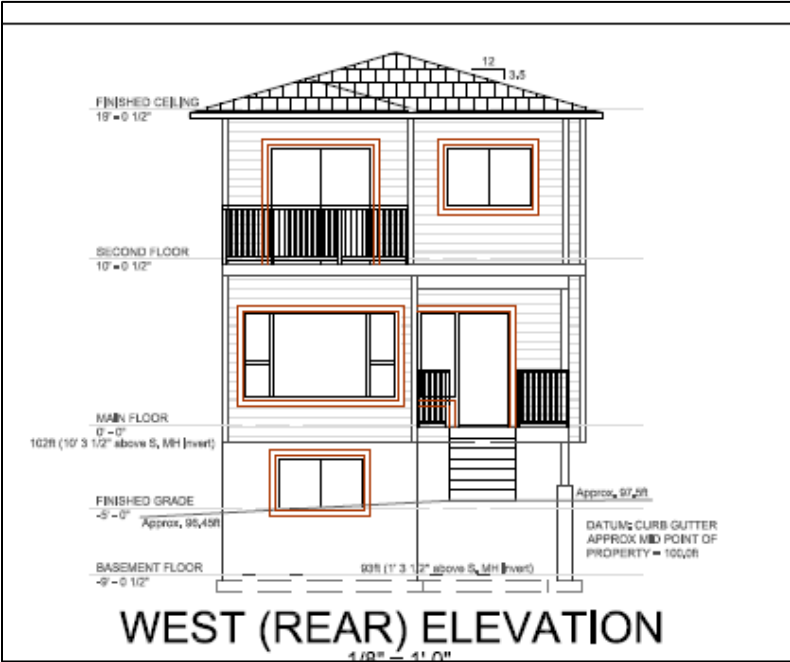
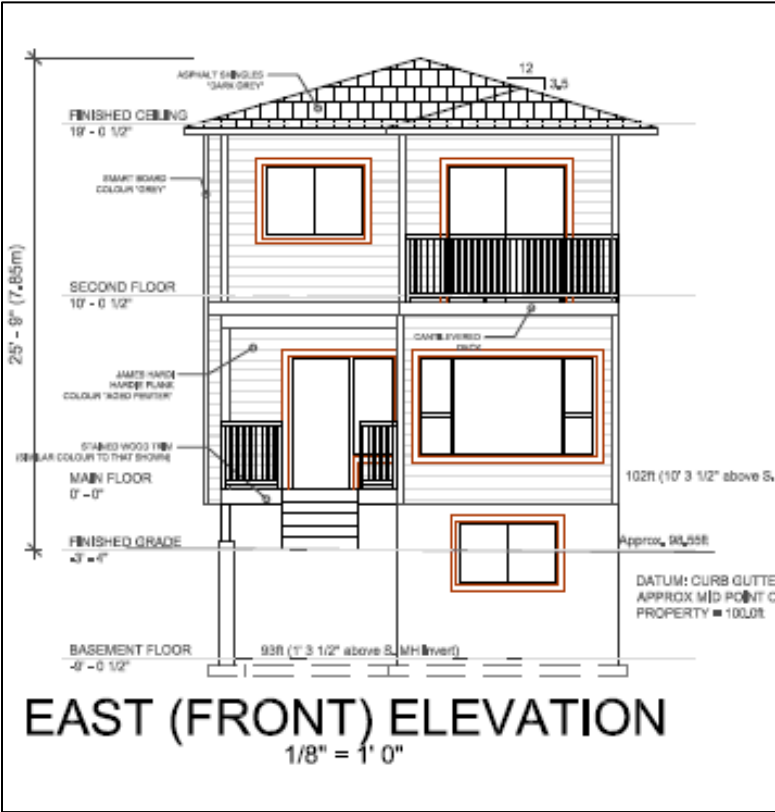
back of the property for the main unit access. If the retaining wall exceeds 4' backfill height it will be designed by a qualified, registered professional as is required by the BC Building Code.

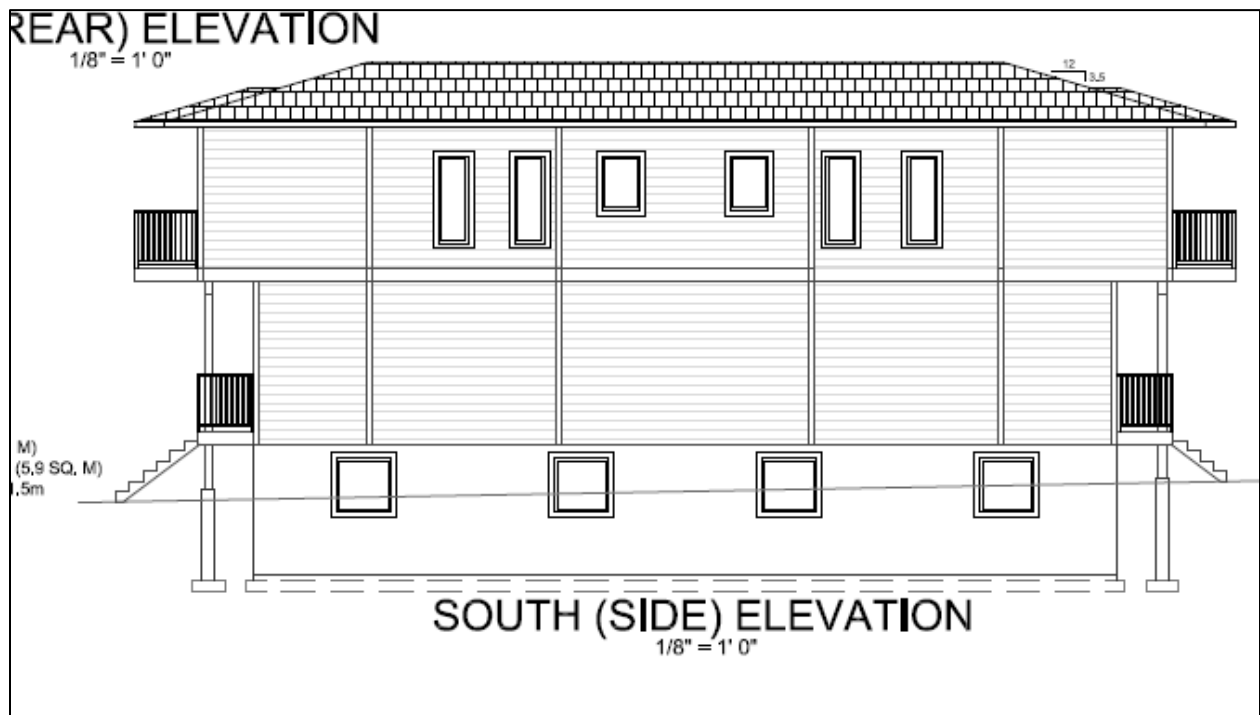
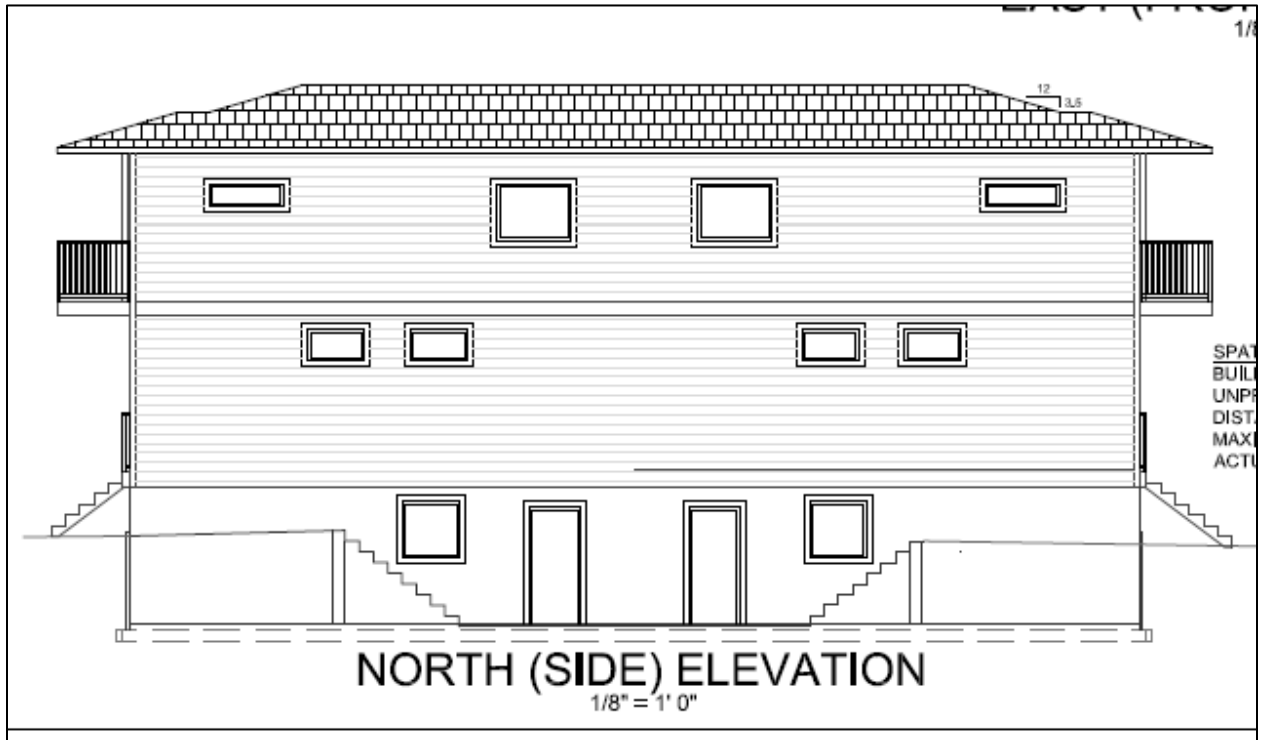
Three parking spaces are to be provided at the rear of the property, while we acknowledge this is one less than 1 space / unit we believe ample parking space is available on-street on both Van Horne street directly in front of the units with additional space available on White Ave should the occupants of the buildings have visitors. Furthermore it appears as though the City has already anticipated on-street parking as this area is designated 'residence only' parking to ensure ample parking spaces are available in this neighbourhood.

Attachment F – Site Plan



Attachment G – Building Rendering





Attachment I –DVP



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

Development Variance Permit

Permit Number: DVP PL2016-7733

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 18 and Lot 19, Block 32, District Lot 202, Similkameen Division Yale District, Plan 269
Civic: 611 and 619 Van Horne Street
PID: 002-284-197, 005-234-794
3. This permit has been issued in accordance with Section 498 of the *Local Government Act* to vary the following sections of Zoning Bylaw 2011-23 as shown in the plan attached in Schedule "A":
4.
 - Section 10.6.2.1 : To vary the minimum lot width from 13m to 9.5m
 - Section 10.6.2.2 : To vary the minimum lot area from 390m² to 365m²
 - Section 10.6.2.6: Decrease the minimum front yard setback from 4.5m to 3.5m
 - Section 7.6 Reduce the parking requirement from 1 stall to 0 for secondary suites

General Conditions

5. In accordance with Section 501 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.
6. In accordance with Section 504 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.
7. 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.
8. 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.

9. 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 20th day of December, 2016

Issued this ____ day of _____, 2016

Dana Schmidt,
Corporate Officer

Council Report

penticton.ca

Date: February 28, 2017
To: Peter Weeber, Chief Administrative Officer
From: Blake Laven, Planning Manager
Subject: Zoning Amendment Bylaw No. 2017-07

File No: PRJ2016-101

Staff Recommendation

THAT "Zoning Amendment Bylaw No. 2017-07" be amended as follows:

- Replace the image "Proposed Zoning" on Schedule A of Bylaw No. 2017-07, with the new image attached as Attachment A to this report, which changes the proposed zoning of the multifamily site adjacent to Sendero Park from RM3 to RM2;

AND THAT Council give second reading as amended to "Zoning Amendment Bylaw No. 2017-07";

AND THAT Council give third reading to "Zoning Amendment Bylaw No. 2017-07".

Background

A Public Hearing was held on February 7th, 2017 as part of the consideration of a 110 lot mixed use residential subdivision called 'the Ridge'. The land use plan proposed a multiple family zone for a parcel adjacent to the existing Sendero Canyon Park. At the Public Hearing several neighbours expressed concern over the heights permitted in the proposed multifamily zone (RM3) as well as the impact that the multi-family buildings would have on the views of their newly constructed houses and the impact on the park. The preference of the neighbouring residents was to have the multi-family site limited in height, or ideally moved elsewhere.

It is noted that while the intent is to build townhouses of 2.5 - 3.0 storeys that the RM3 zone permits heights up to 6 storeys.

With the comments from the public in mind, Council ultimately deferred third reading of the zoning amendment bylaw and referred the file back to staff to bring more clarity to what the developer intended for the property and to provide more clarity on the grades between the existing development and where the multi-family site is being proposed. Staff have had the chance to confer with the developer and has attended the site on two occasions and can provide the following:

- The intent of the developer is for the eventual construction of townhouse blocks on the property not apartments

- The RM2 zone, provides enough height and density to satisfy what the developer is trying to achieve
- The developer is willing to have the lands zoned RM2 rather than RM3
- As was discussed at the Public Hearing, the developer did look at shifting the multifamily site with the park site, but ultimately felt it would impact the design negatively. The multi-family site is in a bit of a depression compared to the park. The park is designed to work with the existing Sendero Park to create a large flat area for recreation and there are a number of existing mature trees that the developer intends to keep and integrate into the park.

Staff have attached a sketch lot layout that meets the development regulations of the RM2 zone. Staff have also included photos of the site and adjacent residences for Councils reference.

As no new information is coming forward, just clarification, and there is no proposed increase in height or density with the change in zoning from RM3 to RM2 a second Public Hearing is not required by the Local Government Act.

Comparison between RM2 and RM3 zones

The following table compares the RM2 to the RM3 zone:

Item	RM2	RM3
Height	12 m (three storeys)	24m (6 storeys)
Density	0.8 FAR	1.6 FAR
Lot coverage	40%	50%
Required yards:		
– Front	3.0m	3.0m
– Side	3.0m	4.5m
– Rear	6.0m	6.0m
Uses	Apartment Townhouse Congregate housing Day care Cluster housing	Apartment Townhouse Congregate housing Day care Extended care residence

Staff note that the townhouses currently under construction at Sendero Canyon are zoned RM1, and needed to have a variance to increase their height to the 12m that is allowed under the RM2 zone.

Analysis

Support amendment to Zoning Amendment Bylaw

Given the greater density and height in the RM3 zone, and the uncertainty relayed by the neighbouring residents, the developer has agreed to propose the RM2 zone rather than the RM3 zone for the eastern multifamily site.

Staff concede that this change may not satisfy all of the neighbouring residents' concerns regarding the location of this multifamily site, but consider that it does provide greater certainty around what is being built.

City policy and good planning practice promotes the mix of uses in neighbourhoods. Often though, conflict in land use applications arises when alternative land forms are not planned in advance. In this case, the zoning of these as RM2 will provide certainty moving forward. The heights, setbacks and site coverage of the RM2 zone is in line with what the neighbouring single family zones will see. While the form of development will be multi family, the development will fit-in with the rest of the neighbourhood.

Furthermore, staff note that the property is included in the General Multi-Family Development Permit Area (DPA). The guidelines for the DPA will give staff and Council the ability to have *design oversight* of the development of these multifamily buildings. The guidelines require development to lend continuity to existing development. This should further bring comfort that the multifamily site will integrate well with the existing neighbourhood.

Given the above, staff recommend that Council support the amendment to the zoning amendment bylaw and give third reading to the bylaw. All other conditions outlined in staff's original report to Council would still apply and need to be satisfied prior to ultimate adoption of the bylaw.

Deny / Refer Zoning Bylaw

Council may still feel that multi-family buildings are not appropriate for this site. If that is the case, Council should refer the bylaw back to staff to work with the developer on an alternative zoning designation for the lands. Alternatively, Council may wish to hold a second public hearing on this matter.

Alternatives

THAT "Zoning Amendment Bylaw 2017-07" be referred back to staff with instructions that Council considers appropriate.

THAT the proposed changes to "Zoning Amendment Bylaw 2017-07" be referred to the March 21, 2017 Public Hearing.

Attachments

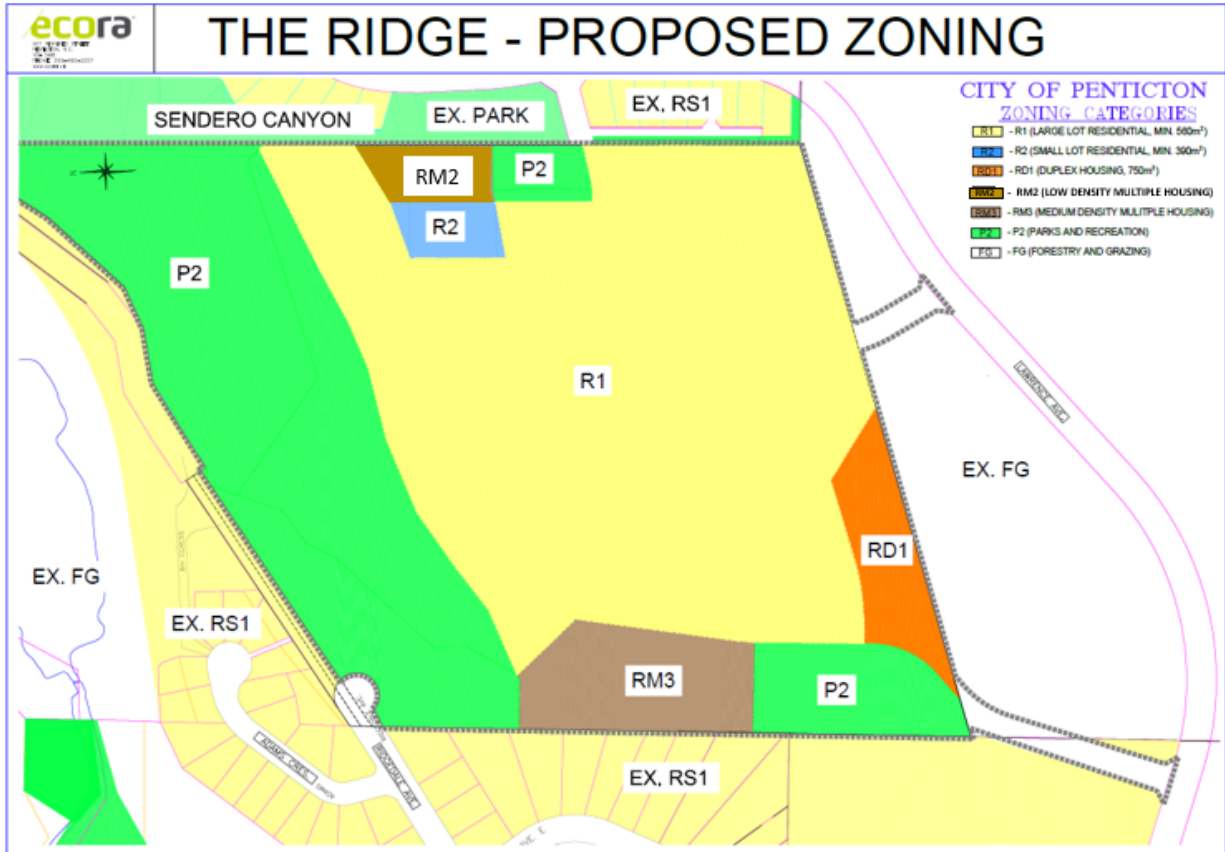
- Attachment A – Amended Bylaw Schedule
- Attachment B – Images
- Attachment C – Possible site plan for multi-family townhouses
- Attachment D – Grades from Sendero Canyon to the Ridge

Respectfully submitted,

Blake Laven, RPP, MCIP
Planning Manager

Director	CAO
<i>AL</i>	PW

Attachment A
Amended Bylaw Schedule



Attachment B
Images



Figure 1: Aerial image showing existing lots at Sendero and proposed location of new park and multifamily site



Figure 2: Image of existing Sendero Canyon tot-lot. proposed multifamily site would be on the other side of the park



Figure 3: Photo taken from Lawrence Avenue between 2061 Lawrence Avenue and the park



Figure 4: Image taken from proposed multifamily site, looking east towards Sendero Park and Lawrence Avenue



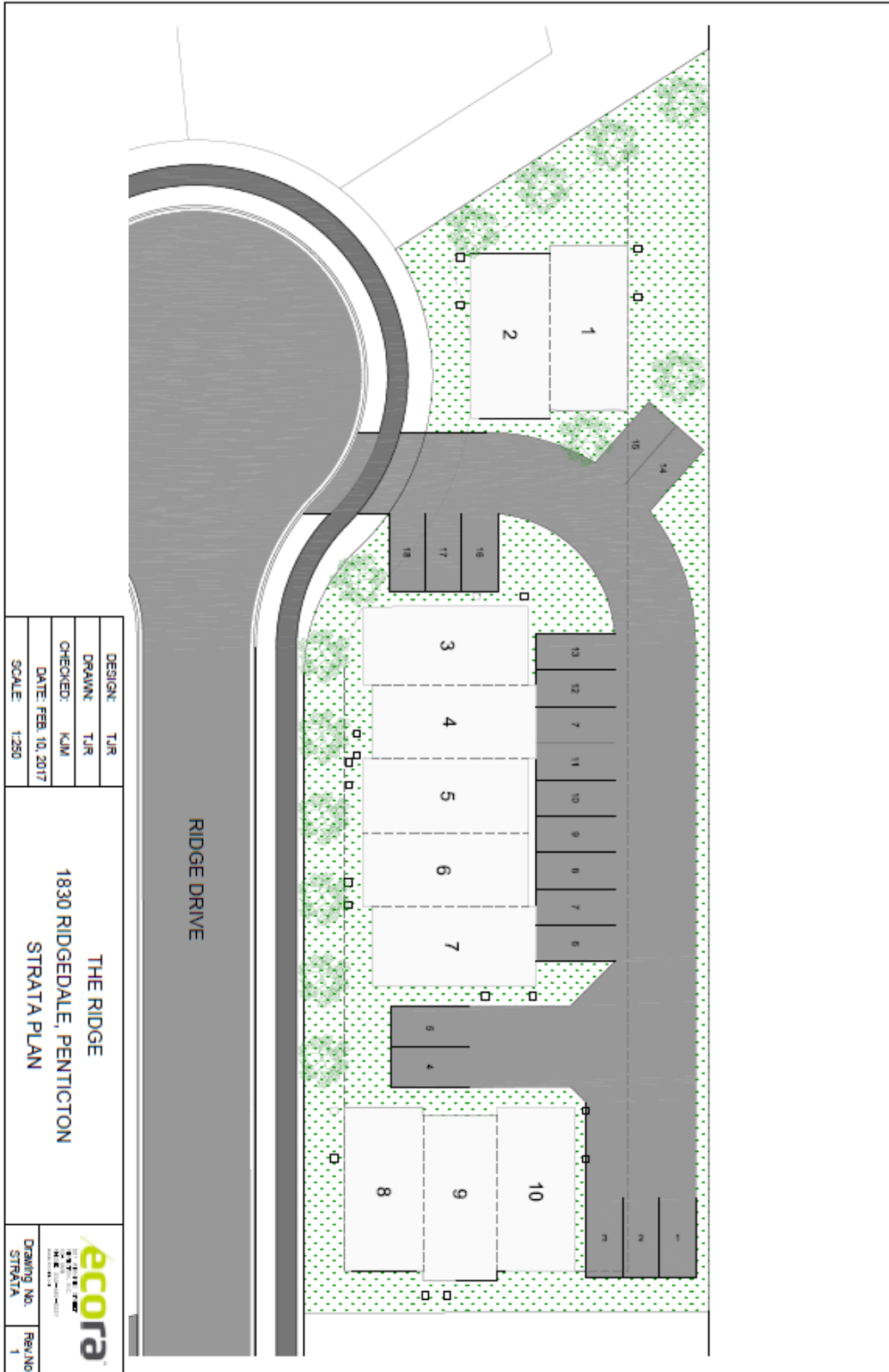
Figure 5: Image taken from proposed multifamily site, looking east towards Sendero Park and Lawrence Avenue



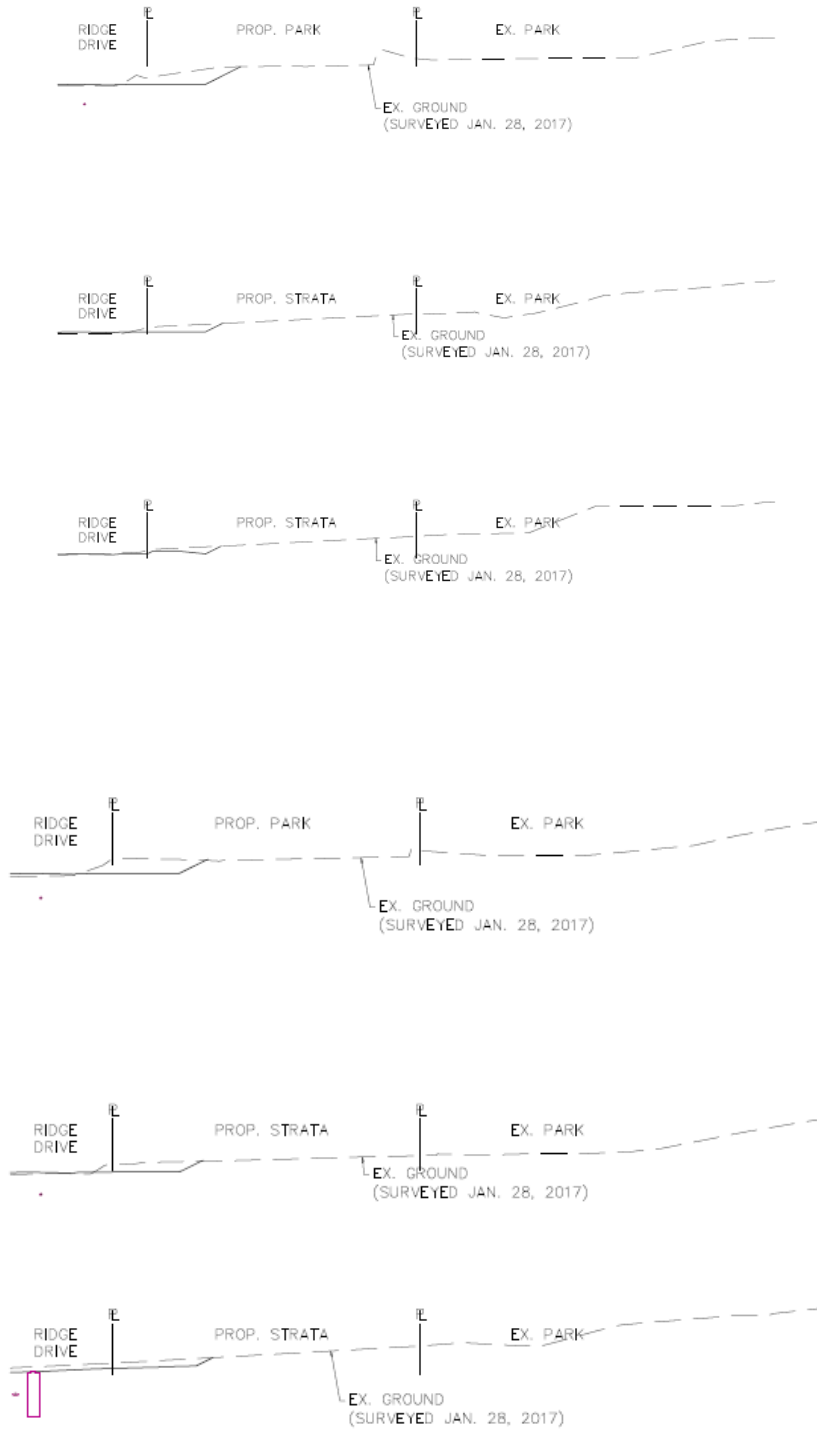
Figure 6: Townhouses currently under construction at Sendero Canyon

Attachment C

Possible townhouse site plan



Attachment D Grades between Sendero Canyon and the Ridge



Bylaw No. 2017-07

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. 2017-07".

2. **Amendment:**

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

Change the zoning designations for Lot 1, District Lot 2710, Similkameen Division Yale District, Plan 21103, located at 1830 Ridgedale Avenue, in accordance with Schedule "A" attached hereto and forming part of this bylaw.

READ A FIRST time this	17	day of	January, 2017
A PUBLIC HEARING was held this	7	day of	February, 2017
READ A SECOND time AS AMENDED this		day of	, 2017
READ A THIRD time this		day of	, 2017
ADOPTED this		day of	, 2017

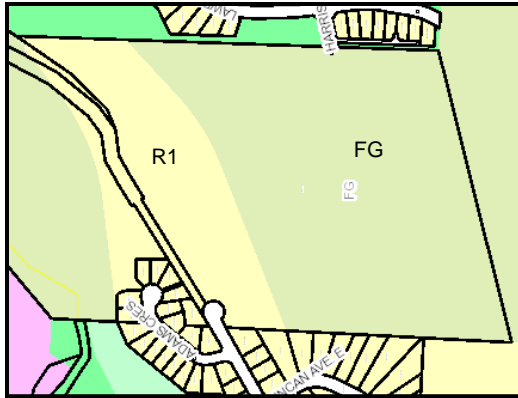
Notice of intention to proceed with this bylaw was published on the 27 day of January, 2017 and the 1 day of February, 2017 in the Penticton Western newspaper, pursuant to Section 94 of the *Community Charter*.

Andrew Jakubeit, Mayor

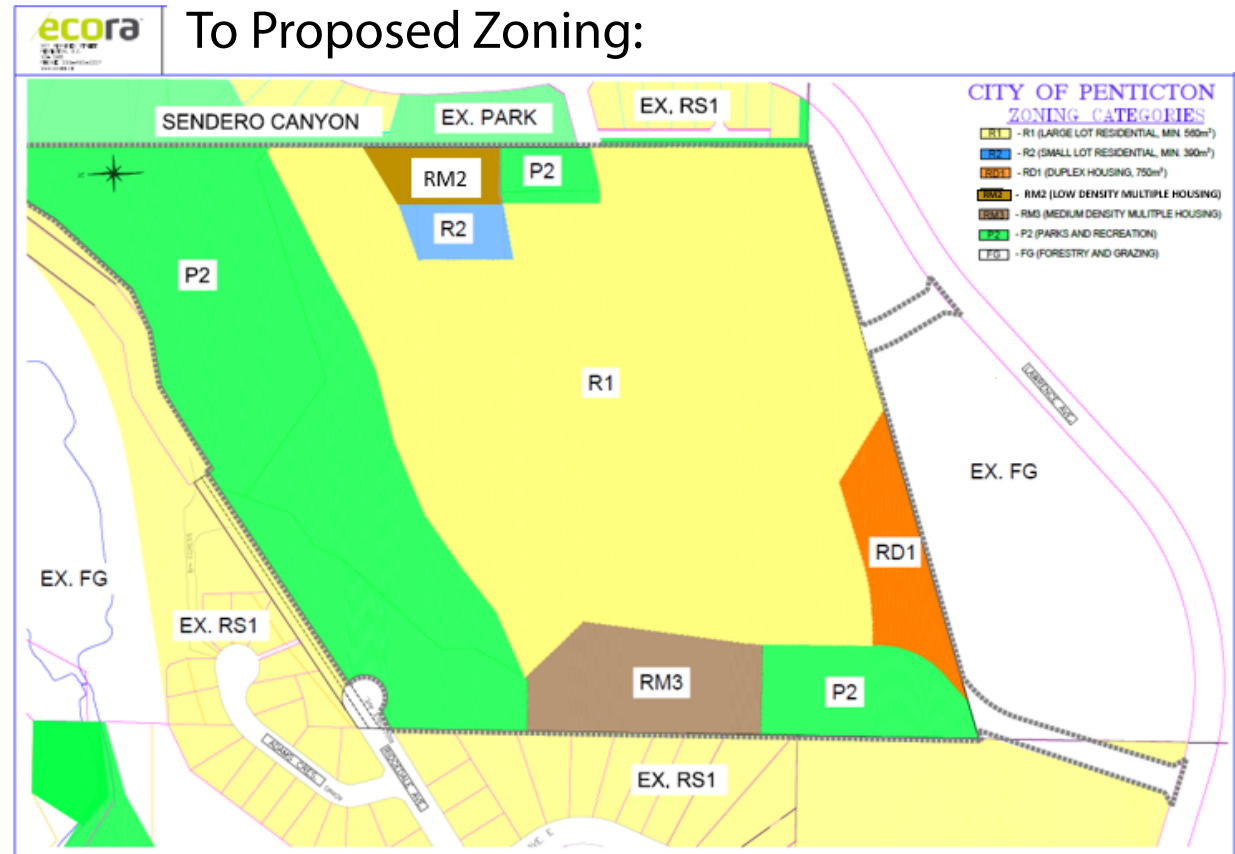
Dana Schmidt, Corporate Officer

1830 Ridgedale Avenue - Rezone

From
(Current Zoning)



To Proposed Zoning:



City of Penticton – Schedule 'A'

Zoning Amendment Bylaw No. 2017-07

Date: _____

Corporate Officer: _____