Agenda

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Regular Council Meeting

to be held at the City of Penticton, Council Chambers
171 Main Street, Penticton, B.C.
To view the live broadcast and recordings, visit www.penticton.ca

Tuesday, June 18, 2024
at 1:00 p.m.

1. **Call Regular Council Meeting to Order**

2. **Introduction of Late Items**

3. **Adoption of Agenda**

4. **Recess to Committee of the Whole**

5. **Reconvene the Regular Council Meeting**

6. **Adoption of Minutes:**

	6.1	Minutes of the June 4, 2024 Regular Council Meeting	1-4	Adopt

7. **Consent Agenda**

Recommendation: THAT Council approve the Consent Agenda: 5-22

1. *Minutes of the June 3, 2024 Public Hearings; and*
2. *Minutes of the June 4, 2024 Committee of the Whole Meeting.*

8. **Staff Reports:**

Campbell	8.1	2023 Annual Report *Staff Recommendation: THAT Council receive into record the 2023 Annual Report as circulated.*	23-131
Hardisty	8.2	2024 UBCM Community Excellence Awards Submission *Staff Recommendation: THAT Council authorizes staff to submit a Community Excellence Award application to UBCM for the "Books Recycling Turns a New Page" project in the 'Excellence in Service Delivery' and 'Excellence in Sustainability' categories.*	132-133
Raposo	8.3	License to Use Agreement: Interior Health Authority Re: 1701 Government Street *Staff Recommendation: THAT Council refer the five (5) year License to Use Agreement, with Interior Health Authority, for the use of a portion of the Ellis Creek Walkway located at 1701 Government Street (The Moog & Friends Hospice House) to the Parks & Recreation Advisory Committee for their review and recommendation.*	134-148

Raposo	8.4	License to Use Agreement: British Columbia Hockey Hall of Fame Society Re: 853 Eckhardt Avenue West *Staff Recommendation: THAT Council approve the renewal of the License to Use Agreement with the British Columbia Hockey Hall of Fame Society, for a five (5) year term with a five (5) year renewal clause for the use of a portion of the South Okanagan Events Centre located at 853 Eckhardt Avenue West for displaying artifacts, information, and memorabilia on inductees in the British Columbia Hockey Hall of Fame and for an existing exterior sign;* *AND THAT Council authorize the Director of Finance and Administration and Corporate Officer to execute the License to Use Agreement.*	149-164
Johnson/ Policicchio	8.5	Facilities Project Updates – Budget Requests *Staff Recommendation:* *1. THAT Council approves an increase to the 2024 Facilities operating budget of $133,000, to fund the rental and installation of a temporary chiller to provide cooling to City Hall throughout the summer months to be funded from general surplus.* *2. THAT Council approves a transfer from the Asset Emergency Reserve, up to $45,000, to fund the preliminary investigatory work to determine restoration costs for the SS Naramata;* *AND THAT the 2024-2028 Financial Plan be amended accordingly.* *3. THAT Council approves funding up to an additional $580,000, to fund the replacement of the Kings Park Sportsplex roof fabric including the purchase and installation of required insulation in the 2025 budget year to be included and funded in the 2025-2029 Financial Plan.*	165-239
Lloyd-Smith/ Czeck	8.6	Winter Shelter Planning for 2024-25 *Staff Recommendation: THAT Council direct staff to work with BC Housing and 100 More Homes on a Temporary Winter Shelter plan for 2024-25 winter season;* *AND THAT Council direct staff to report back to Council with Temporary Winter Shelter options for the 2024-25 winter season.*	240-288

Bylaws and Permits:

Collison	9.1	Zoning Bylaw No. 2024-22	289-420	Adopt

9. **Staff Reports Continued:**

Lloyd-Smith/ Collyer	10.1	City-Owned Properties for Affordable Housing *Staff Recommendation: THAT Council direct staff to pursue social housing development on the following City-owned sites to address workforce, seniors, and youth housing needs:* • *225, 231, 235, 241, 247, 251, 253, 271, 283 Ellis Street and 99 Nanaimo Avenue East (Ellis St North Block)* • *971, 977, 985, 999 Eckhardt Avenue West (Eckhardt Ave Block)* • *2509 South Main Street* *AND THAT Council direct staff to include those City-owned sites in the upcoming Social Housing Plan;*	421-433

10. **Notice of Motion**

11.1 Notice of Motion introduced by Councillor Miller for consideration on June 18, 2024:

THAT effective July 1, 2024, Council discontinue food service for Council and senior staff on meeting days and nights;
AND THAT staff present a costing estimate of dinners over the past 12 months;
AND THAT Council have a 45-minute break between Regular Council and in-camera meetings where we can go out, go home or bring a bagged lunch, and that coffee and water service remain.

11. Business Arising

12. Public Question Period

If you would like to ask Council a question with respect to items that are on the current agenda, please visit our website at www.penticton.ca to find the telephone number or Zoom link to ask your question before the conclusion of the meeting. Use the raise hand feature and you will be given the opportunity to turn on your camera and unmute your microphone and ask Council your questions. Please note that the meeting is streaming live and recorded, access to recordings can be found on the City's website.

13. Council Round Table

14. Adjournment

Minutes

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

Tuesday, June 4, 2024
at 1:00 p.m.

Present: Mayor Bloomfield
Deputy Mayor Watt
Councillor Boultbee
Councillor Gilbert
Councillor Graham
Councillor Konanz
Councillor Miller

Staff: Anthony Haddad, City Manager
Angie Collison, Corporate Officer
Angela Campbell, Director of Finance & Administration
Kristen Dixon, General Manager of Infrastructure
Blake Laven, Director of Development Services
Kelsey Johnson, Director of Community Services
Paula McKinnon, Deputy Corporate Officer

1. Call to Order

The Mayor called the Regular Council Meeting to order at 1:00 p.m.

2. Introduction of Late Items

3. Adoption of Agenda

157/2024 **It was MOVED and SECONDED**
THAT Council adopt the agenda for the Regular Council Meeting held on June 4, 2024 as presented.

CARRIED UNANIMOUSLY

4. Recess to Committee of the Whole

158/2024 **It was MOVED and SECONDED**
THAT Council recess to a Committee of the Whole meeting at 1:02 p.m.

CARRIED UNANIMOUSLY

5. Reconvene the Regular Council Meeting

Council reconvened the Regular Council Meeting at 1:26 p.m.

6. Adoption of Minutes:

6.1 Minutes of the May 21, 2024 Regular Council Meeting

159/2024 **It was MOVED and SECONDED**
THAT Council adopt the Regular Council Meeting minutes of May 21, 2024 as presented.

CARRIED UNANIMOUSLY

7. Consent Agenda:

160/2024 **It was MOVED and SECONDED**
THAT Council approve the Consent Agenda:
1. Minutes of the May 21, 2024 Committee of the Whole Meeting; and
2. Release of Item from Closed Meeting:
   THAT Council supports hosting the 2028 BC Summer Games in July 2028;
   AND THAT Council approves financial support of $55,000 in cash to the Host Society and $55,000 in additional in-kind to cover costs of City facilities and services to be included and funded in the 2028-2032 Financial Plan.

CARRIED UNANIMOUSLY

8. Staff Reports:

8.1 Postponed from May 21, 2024: RDOS Bylaw No. 2065.03, 2024
Re: Noxious Weed Control Service Establishment Amendment

161/2024 **It was MOVED and SECONDED**
THAT Council consent to the adoption of Regional District of Okanagan-Similkameen Bylaw No. 2065.03, 2024 (Noxious Weed Control Service Establishment Amendment) on behalf of the electors of the City of Penticton.

CARRIED UNANIMOUSLY

8.2 2023 Statement of Financial Information

162/2024 **It was MOVED and SECONDED**
THAT Council approves the Statement of Financial Information for the fiscal year ending December 31, 2023.

CARRIED UNANIMOUSLY

8.3 Cellular Tower Application – Request for Letter of Concurrence
Re: 3395 Valleyview Road
Delegation: Kristina Bell, Cypress Land Services

163/2024 **It was MOVED and SECONDED**
THAT Council, after hearing from the delegation from Cypress Land Services, and considering the contents of this report, direct staff to provide a letter of concurrence with no objections for the application for an 18m tall TELUS cellular communication tower at 3395 Valleyview Road, with the condition that the tower be treated as such to appear as a tree.

CARRIED
Councillor Konanz, Opposed

8.4 Development Variance Permit Pl2023-9706
Development Permit PL2023-9705
Re: 951 & 963 Dynes Avenue

164/2024 **It was MOVED and SECONDED**
THAT Council approve "Development Variance Permit PL2023-9706" for Lot B District Lot 3 Group 7 Similkameen Division Yale (Formerly Yale Lytton) District Plan EPP112534, located at 951 Dynes Avenue and Lot A District Lot 3 Group 7 Similkameen Division Yale (Formerly Yale Lytton) District Plan EPP112534, located at 963 Dynes Avenue, a permit to vary the following sections of Zoning Bylaw No. 2023-08:

1. Section 10.10.2.3: to increase maximum lot coverage from 50% to 53%;
2. Section 10.10.2.7: to reduce the minimum interior side yard from 4.5m to 2.1m; and
3. Section 10.10.2.9: to reduce the minimum rear yard from 6.0m to 1.5m;

AND THAT Council, subject to approval of "Development Variance Permit PL2023-9706", approve "Development Permit PL2023-9705", a permit to approve the form and character of a 12-unit townhouse development.

CARRIED UNANIMOUSLY

The Mayor recessed the meeting at 2:10 p.m. and reconvened at 2:20 p.m.

9. Bylaws and Permits

Councillor Boultbee declared a conflict of interest due to residing on Spiller Road and left the meeting at 2:19 p.m.

9.1 Official Community Plan Amendment Bylaw No. 2024-21

Main Motion:
It was MOVED and SECONDED
THAT Council give second and third reading to "Official Community Plan Amendment Bylaw No. 2024-21";
AND THAT Council adopt "Official Community Plan Amendment Bylaw No. 2024-21".

Amendment:
165/2024 **It was MOVED and SECONDED**
THAT Council remove the bullet point from Schedule C that reads "0.4 hectare minimum lot size may be considered if connected to the municipal treated water system".

DEFEATED
Mayor Bloomfield and Councillors Gilbert and Konanz, Opposed

Main Motion:
166/2024 **It was MOVED and SECONDED**
THAT Council give second and third reading to "Official Community Plan Amendment Bylaw No. 2024-21";
AND THAT Council adopt "Official Community Plan Amendment Bylaw No. 2024-21".

CARRIED
Councillor Graham and Miller, Opposed

Councillor Boultbee returned to the meeting at 3:08 p.m.

9.2 Zoning Bylaw No. 2024-22

167/2024 **It was MOVED and SECONDED**
THAT Council give second and third reading to "Zoning Bylaw No. 2024-22".

CARRIED UNANIMOUSLY

10. Notice of Motion

10.1 Notice of Motion introduced by Councillor Boultbee for consideration on June 4, 2024:

168/2024 **It was MOVED and SECONDED**
THAT Council impose a moratorium on rezoning or converting any existing industrial land until the end of this Council's term.

DEFEATED
Mayor Bloomfield and Councillors Gilbert, Graham, Konanz and Watt, Opposed

10.2 Notice of Motion introduced by Councillor Boultbee for consideration on June 4, 2024:

169/2024 **It was MOVED and SECONDED**
THAT Council direct staff to report back with options to advance and grow industrial lands.

CARRIED
Councillors Gilbert and Graham, Opposed

10.3 Notice of Motion introduced by Councillor Miller for consideration on June 18, 2024:

THAT effective July 1, 2024, Council discontinue food service for Council and senior staff on meeting days and nights;
AND THAT staff present a costing estimate of dinners over the past 12 months;
AND THAT Council have a 45-minute break between Regular Council and in-camera meetings where we can go out, go home or bring a bagged lunch, and that coffee and water service remain.

11. Business Arising

12. Public Question Period

13. Council Round Table

14. Adjourn to Closed Meeting:

170/2024 **It was MOVED and SECONDED**
THAT Council adjourn at 3:54 p.m. to a closed meeting of Council pursuant to the provisions of the *Community Charter* as follows: Section 90(1)

(a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality.

CARRIED UNANIMOUSLY

Certified correct:

Angie Collison
Corporate Officer

Confirmed:

Julius Bloomfield
Mayor

Minutes

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Public Hearing
held electronically and at City Hall, Council Chambers
171 Main Street, Penticton, B.C.

Monday, June 3, 2024
at 6:00 p.m.

Present:	Mayor Bloomfield Deputy Mayor Watt Councillor Gilbert Councillor Graham Councillor Konanz Councillor Miller
Absent:	Councillor Boultbee
Staff:	Anthony Haddad, City Manager Angie Collison, Corporate Officer Angela Campbell, Director of Finance & Administration Kristen Dixon, General Manager of Infrastructure Blake Laven, Director of Development Services Kelsey Johnson, Director of Community Services Paula McKinnon, Deputy Corporate Officer

1. Call to order

Mayor Bloomfield called the public hearing to order at 6:00 p.m. for "Official Community Plan Amendment Bylaw No. 2024-21".

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

"Official Community Plan Amendment Bylaw No. 2024-21" (Housing Update Amendment)

Purpose: To amend Official Community Plan Bylaw No. 2019-08 as follows:

Official Community Plan Amendment Bylaw No. 2024-21 is a housing-focused amendment to the Official Community Plan (OCP) to tactfully respond to faster than anticipated population growth, evolving housing

needs in the community, implement the local OCP Housing Task Force recommendations, and align with recent Provincial housing legislation.

This bylaw proposes new and updated housing policies in Section 4.1 of the OCP, new and updated land use designations, and replaces the future land use designations map and other growth areas maps with new versions.

This OCP amendment is one step of other work staff are carrying out to implement the OCP Housing Task Force's 18 recommendations, including the associated Zoning Bylaw update. Related upcoming work includes developing a Social Housing Plan, master infrastructure plan review, and Development Cost Charges (DCC) program review.

Official Community Plan Amendment Bylaw No. 2024-21 will:

- Replace the map titled "2019 OCP Growth Areas and Infill Areas", as referenced on page 3-44 of the Official Community Plan, with the version included as Schedule 'A' of this bylaw;
- Replace the map titled "Strategic Investment Areas" of the Official Community Plan, as referenced on page 3-45 of the Official Community Plan, with the version included as Schedule 'B' of this bylaw;
- Remove the words "and the Spiller Road" from Section 3, paragraph titled "New Hillside Neighbourhoods", as referenced on page 3-46 of the Official Community Plan;
- Repeal and replace the Land Use Designations table, as included on pages 3-48 to 3-52 of the Official Community Plan, with the version included as "Schedule C" of this bylaw;
- Repeal and replace the policies in Sections 4.1.1, 4.1.2, 4.1.3, 4.1.4, 4.1.5 and 4.1.6 of the Official Community Plan with the version included as 'Schedule 'D' of this bylaw; and
- Repeal and replace "Map 1: Future Land Use" with the updated map included as Schedule 'E' of this bylaw.

The Corporate Officer advised that seven letters have been received since the printing of the agenda and distributed to Council.

DELEGATIONS

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

- Bernard Cloutier, Brunswick Street, refereed to page 6 of document provided to Council, thanked staff for professional work during consultation, City has great systems and infrastructure, referring to page 6 will quadruple complex, unprecedented economic boom, simultaneous build of bench will lead to cost inflation. Staff says OCP is 20 years ahead, disconnect between land acknowledgement and future land use designation, Naramata bench development is a bad idea, why still looking at it, PIB have said no, easy no-go decision, simple business case, two nations in confrontation, history lesson judge ruled that warriors were not guilty of anything defending as a nation under attack, much easier to prevent than intervene. On-going PIB consultations, take seriously, OCP future

land map designation should be scrapped, if was Mayor would rally support of council and impose moratorium to stall OCP pending PIB consultation.

- Gil Szabo, Spiller Road, thanked staff and Council to get City water brought to Three Blind Mice and Spiller Road area as clear need for fire proofing northeast side of Penticton. Supports recommendation provided, ability for rural residential lots to be reduced to 1 acre with City water. Believes comments and feedback should be limited to residents of Penticton, much feedback from Naramata residents responsible for traffic complaints on Naramata Rd, complaints due to developments in Naramata, their own regional growth strategy suggests focusing development on Penticton, Spiller block has been designated future growth block for 40 years, anyone buying in area since that time knew or should've known of these plans to develop as residential neighbourhood. Three years ago staff recommended Canadian Horizons development for 300 units be approved and now reducing to Rural Residential neighbourhood with 1 acre lots with City water is a compromise that should be acceptable to everybody. People of Naramata attempting to designate Naramata as no growth area, if that's what they wish so be it, site is nearly 3 kms from Naramata boundary. Housing crisis is getting worse, caused in part by people against development and those who approve as long as not near them. Schools are closing without enough housing for young families, compromise that will bring roofs over people's heads and drive housing towards downtown core which provincial legislation is attempting to do, must have options, need more than one plan to accommodate acute need for more housing. Previous Council and City missed excellent opportunity for 180 units on Green Avenue due to pressure from neighbourhood, busy intersection with transit and shopping immediately available on street with other large condo buildings, don't make another mistake here.
- John Billido, Naramata Road, proud sustainable farmer, for some means we've devasted land but still proud to be farmer. Hoping people in room get same idea that when asked the same question repeatedly is very frustrating and aggravating, you've asked the same question every possible way and we've answered as clearly and concisely as possible, answer is no we do not want to develop Naramata bench, no more hillside subdivision, no urban sprawl, no more mansions built. People have said no, surveys have said no, open houses have said no, farmers drove tractors and parked them right outside here and have said no, tourists have said no and they spend a lot of money here. Environmentalists said no, our neighbours who share Naramata bench said no, Interior Health said no, First Things First said no, PIB said no, OCP Task Force said no. Please listen to these people, stakeholders, not five or six nimbys and we're not trying to cash in on anything, we care about Penticton, the Naramata bench and environment, please listen to us.
- Lori Goldman, Dauphin Avenue, aware of impacts from climate Penticton is facing, May 17, 2022 Council declared climate emergency threaten our city, region, Province and nation, humility and reaffirms its commitment to local climate action, endorsed community climate action plan on November 16, 2021 with commitment to reduce emissions. Community energy emissions plan also recommends climate solutions, council voted unanimously that Council supports immediate actions to safeguard against current and consequences of climate crisis by implementing goals and actions in 2021 CCAP and 2022 CEEP. Of 6 pillars of actions that have biggest impact on reducing emissions community transportation and buildings are largest, City has authority to make changes and decisions are long lasting decisions, if hundreds of homes allowed to be developed on very environmentally sensitive areas of hills beside landfill, emissions from cars and homes will never all City to meet obligation to reduce emissions by 42% by 2030. Can't reduce emissions be encouraging more fossil fuel use. Urban sprawl being abandoned by other municipalities in North America, bad growth decision. Water use is going up with lawns and people, drought is real threat in this area, need to think about

that. July 2022 former president of First Things First wrote letter to Council not to develop Spiller Road. Environmentally Penticton could visionary leader for whole Okanagan valley, Council could leave legacy of sustainability, Penticton could be spectacular destination for tourists. Do not allow Spiller Rd to be developed.

- Ingrid Shellberg, Naramata Road, 25 years lived in Penticton, people all over country devasted over this, am nimby and oppose this, understanding council was elected by residents of this city to protect us, not sure which members live in Penticton or have had dealings with any developers such as Canadian Horizons or accepted money from them, gets it is easier to ask for forgiveness, heard all the comments, why not protect what we have here, percentage of overwhelming comments against this, full house tonight, people not here think this has already been done a long time ago, we keep saying we don't want it and not just residents of Naramata but Penticton and tourists, everyone has a stake in the environment and what we do including PIB, we're supposed to be protecting all this, go up in those hills and see what you're talking about paving.

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

- Gjoa Taylor, Naramata Road, farmer and agro-tourism operator, September 2020 42 tractors parked in front of City Hall in public protest, 38-hand painted signs opposing densification, 92 letter to editor and counting largest attended public engagement City has ever had. September 2022 results 71% of public strongly opposed development and reducing density did not change people's minds, 54% against any development dur to environmental sensitivity of hillsides, traffic and local impact to economy. Council said how much louder and clear can public be, said zoning is in place but maybe time to review it, stated not in touch with climate action or truth and reconciliation. PIB are opposed, should be done right there. 80% of current public engagement said remove Spiller as growth area, all this fuss to remove to density land designations from 50 hectares of land in middle of bench that don't belong. Councillor Konanz said we have housing crisis and need to build here, staff said have enough inventory, no longer need bench as growth area, Reservoir Rd to Riddle Rd can be turned into .4 hectare lots and thousands of homes. Future land use designations of .4 hectares will trump existing zoning of 16 hectares Forestry Grazing and 2 hectares of Agriculture. Staff need to stop saying reducing rural residential to .4 hectares is similar to current zoning, it isn't and why Rural Residential is so important, character of neighbourhood is protected in OCP and so is farmland not ALR. Almost 100% of public engagement want large rural lots 1 hectare minimum regardless of hookups, remove future land use along east side of Naramata bench and keep zoning Forestry Grazing and Agriculture. Suzuki was in Kelowna and spoke passionately about unsustainable urban sprawl, quoted Suzuki, Suzuki questions why you don't see yourselves as protectors of our environment.
- Joseph Charvelle, Naramata Road, owns and operates cherry orchard, President of current Penticton Famers Market, economic major driver for Penticton, supports component of food security and destination tourist attraction, previously developed and built homes in Penticton, sympathetic to desire to find highly prized building sites. Addressing tonight as sustainable farmer, a concerned citizen and someone whose firsthand seen what can happen when community goals are short sighted with expansion and development. Grew up in agro peninsula of Ontario and saw systematic destruction of valuable farmland and now wall-to-wall housing, cannot allow to happen on bench. Densification of hillsides will have direct impact to famers below already seen by farmers north of us. Hillside forest and grass feed our fertile land, absorb water naturally whereas concrete and asphalt don't, lets manage issue of drought and flooding. Protecting environment and minimizing soil erosion, decreasing pollution, and promoting sounds state of health are not words but important concepts to practice,

concepts should be important to you too. May argue lands in question are not farmed now, not long-ago buying peaches from that property, it is productive farmland that needs to be put back in agriculture, needs to be protected for future generations. Many existing orchards on bench will be redeveloped if allowed to be rezoned rural residential. Current OCP states Agriculture lands are protected from non-agriculture development and not intended to accommodate urban growth, decision should not change. Housing and climate crisis among many issues we all face, hillside development not answer, more traffic on Naramata Rd adds congestion and safety problems. Recognize tourists come to see rolling farmlands, orchards and vineyards, world class agro tourism destination, respect natural beauty and not destroy it, continue to re-develop and densify lands that we've already lost, don't add to problem, protect bench.

- Brad Foster (via Zoom), support protection, restoration and preservation of unique and extremely at risk habitat along Naramata bench, started Okanagan Habitat Preservation, goal of organization to network, need to think of the valley as one ecosystem, all levels of government including indigenous and all conservation organizations need to make concrete plans to preserve all species that move and live throughout valley, consider environmental impacts of Naramata bench. Large landscape, protection of grasslands, connected corridors including hillside. We need economic stability and consideration of right places to add housing in our communities. Interface areas, need to start thinking of natural requirements first and design communities around these natural systems, moving forward with this planning we'll find our community will not be vulnerable to flooding, creek washouts and wildfires. Less urban sprawl reduces infrastructure costs and maintenance. Focus on Naramata bench, key area of the east-west corridor that links wildlife and plant species, protect greyback elk herd and area large enough to sustain their wintering grounds, please consider impact to environment.
- David Quake (via Zoom), Juniper Street, with Sierra Club BC, deep connection to Okanagan valley, speaking on behalf of environmental organization but also someone who relies on intact ecosystems to live, be healthy and thrive. Are we acting in harmony with natural world or pushing beyond limits and going deeper into debt? Pattern over decades has been very clear, since first Earth Day in 1970 we've lost over 70% of world's wildlife, mostly habitat destruction, being environmentalist is not radical but conservative, radical is altering systems that support life so much that becomes exhausted, altering these systems is an extreme action, no other species does this, indigenous people live in harmony with nature. Growth at all costs mindset or ecological bank account is way overdrawn. Decision makers need to be fixing debt with nature, nature is tapped out, greyback elk herd is a huge gift, no second chances with species at risk, we all pay huge price with our health and quality of life, when in a hole does it make sense to keep digging? Are we thinking of our grandkids and their right to clean water, blue skies and summers without smoke, in world where elk and other species exist alongside us. We are nature, have choice to conserve for us and generations to come to have good life, make the right choice.
- Tracey Davis (via Zoom), Lake Avenue, Kelowna, represents Okanagan Climate Club, stands behind PIB, City staff, Interior health, OCP Task Force and many others wishing to preserve bench, environment has no boundaries, have to preserve what we can, enough space and options to build sufficiently without devastating another environmentally sensitive area, shares sentiments of previous speaker, no time to lose, have to take care of environment, listen to PIB and sounds like so many people in alignment, standing with everyone else.
- Anette Ingle, Naramata Road, agro tourism business owner and operator, 80% people want to see further housing growth in build areas of Penticton and not on hillside, glad to see removed from designated growth area, OCP Task Force decided Spiller Rd area was not suitable for high density growth. Why add 0.4 hectares if connected to municipal

water system? Why increase building height to 3 storeys? If read diligently a fine printed note is opposite of OCP Task Force recommendation, City staff advised Council they have enough areas top build within buildup area of city, no longer need bench as growth area, why suddenly sneaky backdoor access for high density development of Naramata bench? Spiller Road is rocky, sensitive, agricultural land and to build houses would require rock blasting, clear cutting, dust and destruction of a tourist destination area. Think about future generation of this valley, threat this poses to agro-tourism as taxpayers, species at risk, migrating animals, revenue that comes from wine tourism, sports and outdoor activities. Think about climate change, heat, severe frost, atmospheric rivers, drought, landslides and water shortages that have already affected Penticton area, remove Spiller Road as growth area, retain current zoning of agriculture and forestry grazing.

- Lyndie Hill, Duncan Avenue, working long hours trying to save business from wildfires and floods, things out of our control but this is within our control, future of our kids and doors that are getting open that can't be shut, we have control over this as a community and we can all make decisions for each other for best of our future, wanted to show support of tourism and someone who has children that this will affect, hopes the things we can control that we do, and make decisions thinking about kids coming after us.
- Cameron Baughn, Penticton, opposed to development of Spiller Road for last 20 years, would like to point out RDOS submission report dated May 23, 2019 includes nuisance impact assessment of compost area perceived to be going in at that time, key advantages of not developing area for landfill and food wate compost potentials of the areas. Penticton property viewer there is no gazette road through that property, landfill does not have a legally gazetted road through it to access Spiller Road area, there is a road there but should be consideration that development of area may have issues servicing area in terms of roads and other infrastructure, one road in and out. Courage of OCP Task Force looking at parking restriction in downtown Penticton, parking is very personal and emotional issue for people, what OCP is considering now is very brave to allow for adjacency where people can park vehicles not on their property in multi-units stress as we move incorporation of provincial requirements to move up to four different dwellings on one parcel, parking will be major issue for this community. Hopefully in favour of looking how best to allow parking in area, some removal of parking restrictions both residential and multifamily will be very difficult to allow density that we need without looking at urban sprawl and fire in interface areas like Spiller Road, support removing parking restrictions in the downtown and residential areas.
- Philip Soloman, Caribou Street, comment earlier about development being good and nimbys opposed to this development, proud "yimby" yes in my back yard, no problem with city building taller buildings around my house if helping people find homes, doesn't mind if views are destroyed of hillsides but don't destroy my hillsides.
- Nicole Hackworth, Smethurst Road, Naramata, business owners in tourism industry, opposed to changing the areas on the hillside from Forestry and Grazing to smaller lot sizes, feels allowable space left in City is deemed reasonable to conduct building there instead of hillside, tourism draw to area and necessity to have tourists coming here to enjoy our serenity, rural hillside environment and beauty will be lost, for those reasons along pressures facing in agriculture and farming with climate change and removing trees id not the way to go, says no to changing zoning in those areas.
- Diane Brucey, Burnaby Avenue, issue of removing so many trees, Penticton has very low urban tree canopy cover, highest it's been estimated to be is17%, most of city other than hillsides has far less downtown core, industrial areas and malls at 8% that we allow to provide canopy cover for our city, canopy cover have a lot of impact that we're not accounting for, some affect Spiller Road specifically like maintaining soil density, not impacting movement and rockfall, flooding, cooling, health, trees offer protection for our

children with ADHD if given adequate exposure to natural areas, patients in hospitals do better if they can see trees, removing hillside trees is more detrimental than removing three or four more in Penticton, have seen report that indicated possible removal of trees for Spiller development would be in thousands. Encourages to support changes that we're suggesting because it's your health, children and community on the line.

- Duncan McCowan, Hillside Winery and Bistro, professional geologist for 45 years, speaking today as geologist, inclusion of Spiller Rd as growth area in OCP represents significant shift in land use, with negative widespread impacts. Geology of Spiller Road area is complex, considerable number of bedrock outcrops, near surface outcrops and glacial sediments in between, conditions can be very difficult and challenging to build without blasting and destruction of landscape. Blasting may also potentially open subterrain aquifers, present ground conditions affecting drainage, building foundations, roads and installation of other infrastructure that becomes difficult and expensive. Reviewed many technical studies for area, quoted statement from Interior Testing Services, critical statement, strongest argument for keeping Rural Residential designation as minimum of 1 hectare regardless of hookups, area not designed for urban development. In 2019 Tetra Tech was engaged by Province to review and provide interpretation on drainage related issues in Naramata vicinity and Kettle Ridge, developments are high density of large homes, warned in report about potential risks of flooding, geology similar Spiller Road growth areas and similar drainage disasters could happen if development proceeds. Strongly urges Council to retain current zoning of Agriculture at 2 hectares and Forestry Grazing at 16 hectares, keep current zoning along east side of Naramata Road.
- Bob Haywood Farmer (via Zoom), Chair of Grasslands Conservation Council of BC, roll is to see natural grasslands of BC are given protection they deserve, grasslands make up 1% of province's land base, critical habitat for 30% of red and blue listed endangered species, Okanagan Valley is largely a grassland ecosystem gradually being reduced by urban and agricultural development, any further reduction in this ecosystem should be avoided to avoid further loss of critical habitat. Naramata bench is one place where housing should be avoided. Keep housing open forest grassland interface to minimum for fire protection. Shouldn't have to remind how dangerous fires can be in complex interface areas, having houses extend into the ponderosa pine and grassland makes it impossible to do controlled burns to minimize risk. Housing should be confined to areas that already have significant housing and densification in areas that are true urban areas. Future generations will thank you for planning a more compact city with intact ecosystems near, seeing drastic reduction in bird population, build out not up.
- Miranda Haliday, Naramata Road, after numerous consultations and protests demonstrates the pressure of this area, wish to appeal to Council to take opportunity to leave a legacy and put issue to bed, bench has been described as napa north, read script from Forbes magazine, this is what happens with pressure, don't need to look to far up and down valley to see expression of this pressure, beyond value of agriculture and tourism urban sprawl is not sustainable way to growing cities. How many times have we seen residents of West Kelowna evacuated due to forest fires, can count three, how much has our property insurance in the valley from wildfire loss in forest interface zones, question comes down to council to be progressive and visionary, setup Penticton and Naramata bench to be a leader, strive to be celebrated in Forbes magazine in 50 years for our foresight and protecting our natural environments.
- Norbert Laces, lives above Naramata in Area E, wrestling whether has a place to speak here but after hearing speaker regarding geology decided to speak up. Lives on hillside and has seen significant drainage problems on hillside above Naramata. In 2018 there was a heavy rainfall event and issues below Outlook and Kettle Ridge, water from Kettle Ridge bypassed drainage works put in by developer and water went down KVR and

boulder size of car almost rolled through house. Water and mud went all sorts of places. Similar things happened to Outlook, there were lawsuits still ongoing, still investigating what resolution is, more engineering consultants have been hired, problem still not resolved. In 2022 Vista goes in, clearcutting and blasting, in September 2022 another heavy rainfall event resulted in water, mud and rock flowing through Vista to Stonebrook subdivision into garages, a torrent missed a trailer. Serious issues and complexities with developing on hillside, all developments had engineers and reputable firms, problems still arose. There are two investigations still ongoing whether engineers involved met their duty, complicated questions. Moral of story is developing on hillside and putting in more density has a lot of risk, strongly encourages to be very careful about increasing density, leave it the way it is.

- Lorraine Stephanson, Naramata bench presentation organized around concept of smart growth, smart growth tool kit manual says urban sprawl and taxpayers paying for infrastructure in rural areas is not smart growth, costly. Reminder when northeast sector plan was passed spoke in a room with around 400 others and nobody wanted it except one realtor, Council of day passed it, climate, social issues and geography have changed. Undertaking is related to top-down decisions from Province, took walk around Cherryland, astonishing to see large lot properties being let go because bought by somebody wanting to speculate on land, we have enough luxury condos, holding properties in future. Thanked staff for caveats presented on urban sprawl and reducing heights against recommendations for Task Force, in favour of increasing setbacks.
- Hugh Broban, Clark Road, Naramata, hillsides running along Okanagan Lake are unique and delicate environments, can't sustain population density, once lost it is gone. Wonders if it's sensible growth or real estate opportunity. A lot of areas that are not as steep or unique can be developed, could be beginning of shoe-horning people in, seen it has not worked out well in similar environments in California, do not repeat errors of past.
- Ian Hornby-Smith, Evans Avenue, Director of Save Naramata Bench Society, Society and residents are tired of being ignored, we are determined to make sure bench is not developed. Not aware of any public private surveys alluded to by Mayor at different meeting, 99% of people in this room share, after four years of opposition why are we constantly being ignored, argument is housing crisis but not for a million-dollar house for people who aren't residents of Penticton. Why should we entertain destruction of bench to line pockets of landowners and wealthy non-residents? Issues have not been responded to by council, a few responded by planning group.
- Ingrid Shellberg, Naramata Road, previous speaker mentioned at past meetings only realtor was in favour, same situation now, realtor also has property up there to develop. Have been harpist in this town, making a living doing this, people from all over world booking weddings because of the backdrop, now reluctant to book because they don't know if they will have the same backdrop, they don't know if Penticton is a tourist town anymore. Penticton is a place to stay forever but is it for our children? Going to have mansions on hills and people living in shopping carts downtown and nothing in between. My property is eroding, what will that be like when all the trees above me disappear? Todd Road already eroding. Canadian Horizons had contract with City when developed Sendero Canyon to keep tree canopy and now we want to give them keys to this side of city to do it again. Be the elected officials we elected to take care of all this.
- Anita Morelo, Naramata resident, speaking as former City planner, OCP very important document, staff put forward excellent plan to address housing needs in urban areas. Penticton suffers from lack of density along Main Street with walkable, liveable and healthy neighbourhoods, this is where Council should be focusing their efforts. One weakness is recommendation to continue to allow development along Naramata bench, by allowing growth and forcing infrastructure and services to expand and forcing people

into cars and eroding landscape, this is land exploitation of the natural environment. Not in favour of allowing 0.4-hectare sites, need better retention of sensitive landscapes. Once land becomes residential property, owners change use of land. If any change is made should be minimum Rural Residential of 1 hectare. Best solution is to limit to Agricultural or Forestry Grazing. Emphasizes that allowing housing on hillside does not serve broader community of Penticton or Okanagan Valley. All have important reasons for living in this area being beauty f natural environment, need to think of bigger picture. Do you want Penticton to be vibrant and diverse or one that will suffer from being car oriented, unwalkable and uninteresting with sprawling and disconnected neighbourhoods? Is your legacy to Continue urban sprawl? Need to keep lands agricultural forestry uses.

- Jeanette Beaven, Front Street, addressing urban area, the density changes, knows we need more density but concerned about change in parking. The new Slack Alley spot has 48 units but 22 parking spots, where are the rest going to park? Would be nice to think we don't need cars but or geography suggests otherwise. There is no grocery store downtown, getting on a bus after work and hauling groceries is unfeasible, add children and it's not going to happen. People that need rentals need to be able to park. Piece of legislation that suggests we don't need as much parking, we should make building smaller and smarter and hold on to as much parking. No where for tourists to park, we rely on those people. Please keep parking in mind.
- Stephanie Gail, Naramata resident, addressing why so many Naramata residents here, can't separate the two jurisdictions, we are linked to Penticton for all our services. We are a destination for all your tourists, bench lands are what attracts people to our area, its why so many Naramata residents here, we can't work in isolation on this and why so many have come to lobby again to do something about this issue. We've also seen what happens when development is contrary to best practices of planning, most recent being Vista, saw destruction that happened to our neighbours, can't predict what happens with blasting new areas. Issue going on for last four years, majority of people of Penticton and outlining areas have asked repeatedly to remove Spiller Road area from development, respect voices and opinions of citizens. If Council decides not to listen, tell us why.
- Brenda Clark, Lion Street, moved in late 70s, seen a lot of change over years good and bad, staff said we don't need to build on hillside, we can densify downtown and urban area, would like to ask if staff could bring trees into offset tree loss we've already suffered doe to densification we've undergone so far, development in last few years seems out of control here, take a look at as part of OCP planning changes figure out how to bring in more green spaces and trees to development instead of leaving it to developers. 3-30-300 rule is being looked at more by city planners, sets out that wherever you live you should be able to see three decent size trees from home, live in neighbourhood with at least 30% tree canopy cover with nearest public green space no more than 300 metres from their door.
- Richard Langfield, Lakeshore Drive, on OCP Task Force, surprised Spiller Road issue is up again, Committee did math on available land and didn't seem to be a need for this urban growth we're talking about because we're not meeting our targets for growth due to cost of money. Building bigger homes doesn't make sense for development for next few years but we have enough land available already. Moved here in 2018 and Spiller Road was issue then too, let it go.
- Lynn Green, Corbitt Drive, wondering how many people enjoyed high temperatures experienced last year? Can turn on AC and stay inside. If you like it we can keep developing and taking out more trees. If you don't like having problems trying to breathe hot, dense air and can't find trees to shelter. Parks are now lame, a lot could go in at Skaha and Lakeshore. If you want to breathe and have sustainable and comfortable

life, we need every tree we can get, shocks and saddens every time sees lots decimated, trees coming out. Birds, animals, flies, everybody needs it.

- Lee Shelkey, Penticton Avenue, providing construction worker perspective, currently working on home in Kettle Ridge and contractor stated they removed 200 dump loads of rock for one home, point is to show how invasive each home will be up there, no wonder there is drainage issues, except that subdivision if it goes through to look extremely similar to Kettle Ridge, those are not accessible to young families or renters, they will be accessible only to extremely wealthy.
- Moraine Ketchisan, Granite Court, mud from Vista landslide ended up in home, was biologist with expertise in vegetation, soil and drain mapping, sees the fragility of sites around Okanagan when materials are shallow and erodible, impact in building house is huge. Understands it's private land but it is supporting red and blue ecosystems protected when on public land, when it comes to private land governance falls short of protecting them. Supports growing up in Penticton with nice lakes, parks and hillsides. Keep hillside to 1-2 acre lots with country rural feel.
- Patty Lasis, Granite Court, witnessed destruction of our area, clearcut 40 acres on hillside, led to what many have experienced. Dynamite puts cracks in the rock, can't tell you where water is going and where it will come back up. Painted picture driving up bench and you're now where tourists want to be and you hit Spiller Road and see subdivision in country, going to be game changer for tourism, need to keep it rural, must not kill the very thing that feeds us which is tourism, for a lot of people.
- Jo Nichols, Evans Avenue, address zoning issues going on for at least past four years, no one seems to be listening, bar for development keeps being reduced, 1 hectare lots keeps being ignored, this is not a nimby issue, this is about overall character of our city, have attended numerous Shape Your City surveys, my opinion is just as valuable as yours and developers, elected to represent us, no obligation to developers, Penticton needs affordable housing for all age groups, why not focus energy and effort there.
- Nicole Hackworth, Smethurst Road, reviewing City website material and it says what is OCP plan? Reads description from website, looks like plan emerges from extensive community consultation processes, we've had many – Shape Your City, forums, public meetings, we should have our solutions to form OCP.
- Bernard Cloutier, Brunswick Street, prepared documents to help Council exercise land stewardship obligation, referred to slide 12 summarizing the case easily, makes no sense to still be taking about this. PIB rejected idea and felt very strongly about it, leading down path of confrontation with another nation, teachings are very clear. There are environmental risks, fire hazard, storm water and drainage problems, what will we do with all the sewage. This approach will lead to major investments in infrastructure. Don't destroy golden goose, makes no sense, let it go, PIB doesn't want it, if good diplomats with neighbours would vote for a moratorium to stop until we can look at what PIB says and redo land map designation to reflect what is being said, if can't see this don't deserve to be stewards of land.
- Fred Worm, Taber Road, moved here four years ago, didn't move to look at multimillion homes on hill, it's something precious and can't be recreated. BC has most endangered species of any province in Canada, prime habitat, once you open door there is no going back, we have very little of it left and need to respect it. Need to respect PIB, not heard to extent should be. So many downsides geology, water, transportation, makes no sense, tourism is a golden goose, there no going back.
- Patty Lasis, Granite Court, lives in Stonebrook, development was pretty good compared to others, 1-2 acres and left all trees, my street alone 2-3 mansions for sale, two owned by people from lower mainland who thought they could short-term rental, now for sale for millions, not helping housing problem for people who need it, this would be housing people won't be able to afford.

- John Bilodeau, currently 82 parcels represent 1251 acres all eastern Naramata Road from Reservoir Road to Riddle Road, majority currently zoned Agricultural or Forestry Grazing with small amount Rural Residential, currently average parcel size is 15.3 acres, if City allowed to rezone to Rural Residential those 82 parcels could become 1250 lots. Dig room for roads and access you're looking at 1100 1-acre lots. For those thinking it will never happen here, that's what they said in Abbotsford, Kelowna and Naramata. Every single day in Ontario 175 acres of agricultural land gets turned into car dependant sprawling suburbs. Developing bench will decimate the landscape, destroy natural environment and will forever change texture and beauty of bench. Setting dangerous precedence that bench from Penticton to Indian rock is open to development, devastation already begun, developers out there right now, tearing out trees, scraping natural vegetation and blasting hillsides. Bench is beautiful gift should be cherished through this and all future housing crisis, your gift to all future generations.

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

- Richard Langfield, Lakeshore Drive, made apparent being on Committee didn't have much discussion on Lakeshore Drive lumped in with other places, never specifically spoken about, now found out addresses involved to be designated urban residential without saying anything about rest which will be designated low density residential. Difference between two designations is one floor, one is three-storey and other is four-storey, we said six-storey west of Power Street where older hotels are to get more units in, six-storey was to help motel section so they could upgrade or redevelop. Rest of Lakeshore has gone from heritage to charm down to two designations, make it all one designation and see what comes, doesn't come overnight or all of a sudden, six-storey is a little too much shade, splitting designation is setting up for another OCP amendment and variance down the road, redundant that we are visiting this again.
- Bernard Cloutier, Brunswick Street, easy decision to make tomorrow, give it a rest, vote on a moratorium bylaw, if decide to go with what's on the agenda tomorrow it's going to be an uphill battle.
- Lynn Cresweller, Atkinson Street, everything has been said about the Naramata bench, every angle explained, every conceivable argument has been made, all facts laid before you, hundreds of people have said no. When you are looking at planning whether on hill or across street one decision doesn't change one thing, everything is connected. When you allow variance, only allow grass to be planted, no green space or parks, when allow that sort of development you are not being responsible to the taxpayers of Penticton. Time that councils and different levels of government start thinking about the future and not the vote that's coming next.
- Viv Lieskowsky, Lakeshore Drive, addressing parking issues on Lakeshore drive and surrounding neighbourhoods. 100 years ago Churchill Avenue was lane for Lakeshore Drive, 39.4 ft width classified as collector roadway, allows parking on both sides and part of bus route, one of most narrow streets for transit. Not near any shopping hubs and not all residents are able to walk or bike, need vehicles to get around and place to park. Where will they park? According to Penticton Fire Department first responders don't use any lanes in Penticton, during an event becomes next to impossible to access Lakeshore or Churchill lane way front doors, only matter of time before we lose someone due to congestion of area. Is this a liability concern for all new development? Taking into consideration all events that take place in this unique neighbourhood, Lakeshore-Churchill corridor was never intended to handle the recommended amount of development. Not impossible to fix Churchill and lane. Need to rethink strategies for this neighbourhood. Need smart, manageable growth.
- Ray, Penticton Avenue, no one has addressed that people want to come and live in

Penticton, doesn't see that changing., taking up affordable housing of local working residents. A lot of talk tonight about development for more affluent people. People and City might make more money but where is plan for affordable housing? With densification see the main problem will be parking, many residents require parking, can't use a bike, winter dealing with slush, doesn't work, bike lanes destroyed more trees and green space, has increased automobile congestion. Heard about how other countries are doing things, things that happen in other countries don't apply here. Would like to see more creativity and acknowledgement of things that we require. Doesn't think bike lanes were well thought out and doesn't want to see it happen again.

- Bernard Cloutier, Brunswick Street, affordable housing is left to wishful thinking discussion, it is a real crisis. Knows someone whose property is being sold, will need to find new place but can't find anything affordable, looking at prospect of living in car, need to fix that problem, what's happening with densification is good but must make sure policies are tweaked to generate affordable housing. Provincial housing plan will put more pressure on land in core, will make more difficult for regular people to achieve, going to have to put in serious work with province, affordable is not available, need to focus on this and not destroy beauty of Naramata, goes to bench every day to walk because trees heal hearts and soul, help stay healthy, need to preserve it and focus on affordability crisis.
- Cathy, Naramata Road, what is happening in Penticton is fantastic, growing in a positive way, agrees that shouldn't be changing zoning on Naramata bench, protect this community. Penticton has gained where many cities have lost, alleys have turned into wonderful coffee shops, lived in cities that don't function, can't bare going to Kelowna, thinks this is a great place and it's important to protect the bench.

The public hearing for "Official Community Plan Amendment Bylaw No. 2024-21" was terminated at 8:14 p.m. and no new information can be received on this matter.

Certified correct:

_____
Angie Collison
Corporate Officer

Confirmed:

_____
Julius Bloomfield
Mayor

Minutes

penticton.ca

Public Hearing
held electronically and at City Hall, Council Chambers
171 Main Street, Penticton, B.C.

Monday, June 3, 2024
at 6:00 p.m.

Present: Mayor Bloomfield
Deputy Mayor Watt
Councillor Boultbee
Councillor Gilbert
Councillor Graham
Councillor Konanz
Councillor Miller

Staff: Anthony Haddad, City Manager
Angie Collison, Corporate Officer
Angela Campbell, Director of Finance & Administration
Kristen Dixon, General Manager of Infrastructure
Blake Laven, Director of Development Services
Kelsey Johnson, Director of Community Services
Paula McKinnon, Deputy Corporate Officer

1. Call to order

Mayor Bloomfield called the public hearing to order at 8:30 p.m. for "Zoning Bylaw No. 2024-22".

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

"Zoning Bylaw No. 2024-22"

Purpose: A comprehensive update to the Zoning Bylaw is proposed to implement recent Provincial housing initiatives and the local Official Community Plan (OCP) Housing Task Force recommendations. Given the extent of the proposed updates, staff are proposing a new Zoning Bylaw to repeal and replace Zoning Bylaw No. 2023-08. The vast majority of regulations from the previous Zoning Bylaw No. 2023-08 are carried forward, with the following key changes proposed in the new Zoning Bylaw No. 2024-22:

- Implement Provincial small-scale multi-unit housing regulations (up to 4 units per lot)

    - Following requirements of Provincial Bill 44: Housing Statutes (Residential Development) Amendment Act
- Implement Provincial transit-oriented area regulations for the areas around Penticton Plaza and Peachtree Square
    - Following requirements of Provincial Bill 47 (Housing Statutes (Transit-Oriented Areas) Amendment Act
    - Including local initiative to designate the area around Cherry Lane Mall as a transit-oriented area
- Updated parking requirements:
    - Remove on-site residential parking requirements in the downtown
    - Remove on-site parking requirements for secondary suites and carriage houses
    - Reduce the residential visitor parking requirement from 0.25 spaces per unit to 0.20 spaces per unit
- Increase residential front yard setbacks along Lakeshore Drive West
- Increase allowable building heights along the 400-700 blocks of Main Street
- Rezone city-owned properties to allow residential uses:
    - 2509 South Main Street to RM3 (Medium Density Multiple Housing) zone
    - 971, 977, 985, 999 Eckhardt Avenue West to RM3 (Medium Density Multiple Housing) zone
- Rezone BC Housing owned property at 393 Winnipeg Street to C5 (Urban Centre Commercial) zone
- Remove RSM (Manufactured Home Park) zoning from 1050 Spiller Road
- Other minor updates, including:
    - Wording changes (i.e. changing “vacation rental” to “short term rental”)
    - Additional information and regulations for localized depressions, carriage house decks and balconies, pedestrian access paths
    - Expand definition of residential amenity space, and add definition for major high-occupancy short term rental
    - Formatting, wording and grammar changes

The Corporate Officer advised that six letters have been received since the printing of the agenda and distributed to Council.

DELEGATIONS

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

- Lynn Cresweller, Atkinson Street, if we don’t have enough parking we must get a better bus system, would need to stay overnight in Kelowna if wanted to visit friend for three hours in Kelowna. Not enough parking results in arguments and disagreements on streets. Not enough parking and no bus system and more people, how will people get around? Penticton is situated in a place where a car is necessary. Noticed Bylaw suggested smaller parking places, in one development someone bought condo and could get into their designated parking space but not out. If you change one thing it

changes more than one thing. Residential setbacks and bylaw changes - have a food insecurity problem coming and facing us, keep making smaller side yards and less places for people to garden, have to start thinking about building for people as opposed to variances.

- Cameron Baughn, Hansen Street, spoke positively about parking changes in Zoning Bylaw. Currently has house with illegal suite, sitting empty, illegal because does not have parking, number of people renting out illegally because of parking. Looking at current Zoning Bylaw parking is very entrenched, not looking at housing but parking for cars, concerned people will be opposed to downtown core, urges council to move this to third reading. Need to look a downtown parking issues, every resident and business may have valid reasons that need to be addressed but also need to look at how we can build multi-family downtown, everyone having two or one parking spots for density, not required to build into the hillsides, number of empty buildings and lots that could be developed easily especially when looking at parking adjacent to property or nearby. Thinks this is right direction for City. Requirements for setbacks should allow for air and light movement, going to be very important as we develop taller structures in City.
- Ray, Penticton Avenue, must consider visitor parking, have three or four vehicles as many others, tourism is this City's economy, should also consider cost of parking. The less parking for residents means less parking for visitors. We have summer festivals, people can't find parking and when do they are being ticketed for parking too long, unique thing we have here, should be considered.
- Lorraine Stephanson, Farrell Street, proposed larger setbacks for portion of Lakeshore are very important feature of this Bylaw. Beach area is front yard of all people who don't have a yard in Penticton. Important to have ambiance and spaciousness of that area has always had, remember that land was gifted to us by senator who requested it be a park-like ambiance and not be crowded with businesses and big buildings.

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

- Jeanette Beaven, Front Street, was part of the charm project, continue to keep heritage concept through zoning, part of that overlaps with Lakeshore, thanked for staff for looking at the setbacks. Not everyone needs to have a car, to get anywhere in our geography even with our bus routes they can't get everywhere, we don't have population to support a better bus route, majority of us still need a car. Parking already has got complaints about impossible apps on machines, puts money in for them to keep customers happy. Check into the parking, don't take it away, everyone that builds should include parking. Ask developers to design what fits within the area they want to build in, keep the character.
- Nicole Hackworth, Smethurst Road, hopeful decision will be made to protect areas around bench, thought about Reservoir Road zoning and wondering if we made a mistake, originally zoned 16-hectare Country Residential and now zoned 0.4, area is same ecosystem, height, steepness should also have same zoning as Spiller Road in the OCP. It was grazing, grassland 16-hectare and was moved to 0.4 hectare, asking to look at that and see that it is not a mistake and could be reverted to same as Spiller Road.
- Lynn Cresweller, Atkinson Street, can Council tell what revenue will be lost by changing parking bylaws? Developers have to pay to have less parking, if change bylaws and they can have no parking, you will lose money if you change parking bylaws.
- Viv Lieskowsky, Lakeshore Drive, thanked for setback recommendation, when on Heritage Advisory in 2001 this was on the agenda, great position to move that forward, Senator Shatford's wish was not have overwhelming building in that area of Penticton.

Mayor Bloomfield 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 Bylaw No. 2024-22" was terminated at 8:56 p.m. and no new information can be received on this matter.

Certified correct:

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Angie Collison
Corporate Officer

Confirmed:

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Julius Bloomfield
Mayor

Minutes

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

Tuesday, June 4, 2024
Recessed from the Regular Council Meeting at 1:00 p.m.

Present: Mayor Bloomfield
Deputy Mayor Watt
Councillor Boultbee
Councillor Gilbert
Councillor Graham
Councillor Konanz
Councillor Miller

Staff: Anthony Haddad, City Manager
Angie Collison, Corporate Officer
Angela Campbell, Director of Finance & Administration
Kristen Dixon, General Manager of Infrastructure
Blake Laven, Director of Development Services
Kelsey Johnson, Director of Community Services
Paula McKinnon, Deputy Corporate Officer

1. **Call to order**

The Mayor called the Committee of the Whole meeting to order at 1:02 p.m.

2. **Adoption of Agenda**

It was MOVED and SECONDED
THAT the agenda for the Committee of the Whole meeting held on June 4, 2024 be adopted as presented.

CARRIED UNANIMOUSLY

3. **Delegations:**

3.1 Proclamation: Pride Month June 2024

Madeline Terbasket, President, and Jess Wittman, Director at Large, South Okanagan Similkameen Pride Society, requested that Council proclaim June 2024 as "Pride Month".

Mayor Bloomfield read the proclamation proclaiming June 2024 as "Pride Month" in the City of Penticton.

3.2 PENSAR Update and Contribution of Service to CoP and Local Area

Norman Cole, President, SAR Manager, PENSAR, provided Council with a presentation on Search and Rescue in BC and an overview of our local Penticton Search and Rescue (PENSAR). Mr. Cole requested that the City of Penticton recognize PENSAR as a useful and valuable tool offered in the City.

4. **Adjourn to Regular Meeting**

It was MOVED and SECONDED
THAT Council adjourn the Committee of the Whole meeting held June 4, 2024 at 1:26 p.m. and reconvene the Regular Meeting of Council.

CARRIED UNANIMOUSLY

Certified correct:

_____
Angie Collison
Corporate Officer

Confirmed:

_____
Julius Bloomfield
Mayor

Council Report

penticton.ca

Date: June 18, 2024 File No: 1600 -2199
To: Anthony Haddad, City Manager
From: Angela Campbell, Director Finance and Administration

Subject: **2023 Annual Report**

Staff Recommendation

THAT Council receive into record the 2023 Annual Report as circulated.

Strategic Priority Objective

Organizational Excellence: The City of Penticton will support a culture of service excellence built on good governance, leadership, and sound financial decisions.

Background

In accordance with Section 98 of the *Community Charter,* each year the City must prepare an annual report. The purpose of the annual report is to provide the following:

- The audited financial statements for the previous year;
- A listing of the tax exemptions provided by Council;
- A report regarding municipal services and operations;
- A progress report regarding objectives and accomplishments of the previous year;
- A statement of municipal objectives and the measures that will be used to determine progress for those objectives in the current and future years; and
- Any other information that Council considers advisable.

Analysis

The 2023 Annual Report was publicly released on Tuesday, June 4, 2024, through the City's website at: www.penticton.ca > City Hall > Reports and Plans. Notice of the annual meeting at which Council will consider the annual report was advertised in accordance with the *Community Charter*. Additionally, printed copies of the 2023 Annual Report were made available for public viewing at City Hall.

The annual report provides the legislatively required financial information as well as a summary of achievements and key statistics for City departments and divisions.

Through Council's strategic planning, they identified the City's priorities for the community:

- Safe & Resilient
- Livable & Accessible
- Vibrant & Connected
- Organizational Excellence

City divisions and departments worked diligently over the past year to further Council's Priorities and to contribute to a vibrant, connected and livable Penticton.

Highlights from 2023 include:

- Safe & Resilient:
    - Strong campaign for the Integrated Crisis Response Team (Car 40), was undertaken and in early 2024 the program became operational.
    - Coordination of an Extreme Winter Response Shelter
    - Held the Ember Stomp to promote FireSmart practices
- Livable & Accessible:
    - The Official Community Plan Housing Task Force delivered 18 recommendations.
    - The new Edmonton Avenue Childcare Centre was opened.
    - Council endorsed the City's first-ever Accessibility Plan.
- Vibrant & Connected:
    - Council advocated for community group assistance by allocating 10-percent of the provincial government's community infrastructure grant towards creation of the City's Connected Community Capital Program.
    - Council adopted the first-ever Social Development Framework
    - In partnership with the Downtown Penticton Business Improvement Association, enriched the winter holiday experience
    - Began work on improving dog parks and approved an off-leash trial period
- Organizational Excellence:
    - The City, as well as several individual City employees, were recognized for their organizational excellence by both the British Columbia Municipal Safety Association and the BC Water & Waste Association.

Building on the successes of 2023, City staff will continue to drive innovation and modernize service delivery through Council's strategic priorities.

Attachments

Attachment A – 2023 Annual Report

Respectfully submitted,

Angela Campbell

Director Finance and Administration

Concurrence

City Manager

AK

CITY OF PENTICTON

Annual Report

2023



City of Penticton
2023 Annual Report

For the Year Ended
December 31, 2023

The Annual Report is prepared by the City of Penticton Finance and Administration Division, in cooperation with all civic departments and agencies.

Penticton, British Columbia, Canada



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Land Acknowledgment

Wai – Hello

We acknowledge that our community is located on the traditional territory of the Syilx Okanagan People. We are thankful for the opportunity to live, work and play in this beautiful environment.

Limləmt – Thank you

Our Vision

A connected, innovative, and healthy waterfront city focused on safety, livability and vibrancy.





Message from Mayor Julius Bloomfield

Communities are about character.

And every year, the City of Penticton reveals itself to be a community that thrives on challenges, welcoming new people and always working to become an even greater place to call home.

This document provides residents with a comprehensive look at the fiscal year 2023 – highlighting our successes and how we tackled our challenges. It also gives us a baseline that shows how the City of Penticton is moving forward.

Council laid out its priorities for the community at the start of 2023 and began the process of putting them into action. We set ambitious goals designed to ensure the City of Penticton remains a vibrant, resilient, and healthy community for all residents. These priorities are at the heart of all the work being done by City staff.

After two years of lobbying, Penticton welcomed the Integrated Crisis Response Team (ICRT) program, a strategy that pairs an RCMP officer with a nurse to respond to emergency calls. This is a significant step forward in allowing people in mental health crisis to be treated with a greater level of care and concern and connect them with the help they need.

We strengthened our public safety team by hiring Mike Larsson as our new Penticton Fire Chief, appointing Superintendent Beth McAndie to lead the RCMP, and appointing Julie Czeck as Director of Public Safety and Partnerships. There were positive trends in the crime rates and overdose rates this past year and we are committed to continuing doing what's needed to ensure we're safe and resilient.

Housing remains a significant challenge as we look for ways to address the growth of our community in a sustainable way. Council's Official Community Plan (OCP) Housing Task Force suggested 18 recommendations to make housing more attainable and accessible in Penticton. We're in the process of folding those ideas into our OCP and implementing the new changes introduced by the provincial government.

We saw the power of partnerships last year with the opening of the 54-unit Snp̓aʔx̌tantn supportive housing building. This partnership between ASK Wellness, the Ooknakane Friendship Centre and BC Housing was an important milestone and will provide a template for future developments.

Penticton is well-known and celebrated for the events that infuse the community with life and 2023 was no exception. From the weekly Farmers' Market to the Granfondo to Peach Fest, the calendar was jam-packed with activity. We also made a concerted effort in 2023 to expand our seasons: the Canuck's Young Stars Tournament, the BCHL all-star weekend, the first Frost Fest and the Canadian Sport School Hockey championships all helped to create a year-round vibrancy in the community.

It's important to take time to reflect on where you've been, so you can focus on where you're headed. The character of Penticton is not one to flinch in the face of challenges but rolls up its sleeves and gets to work. Over the next 12 months, we will continue to build on the accomplishments of 2023 and focus on our goal to create a vibrant, connected and livable Penticton.

Thank you for your interest in Penticton and our efforts to make this a place to call home, forever.



Mayor Julius Bloomfield
City of Penticton



Back Row (left to right): Councillor Ryan Graham, Councillor Isaac Gilbert, Councillor Campbell Watt, Councillor James Miller
Front Row (left to right): Councillor Amelia Boultbee, Mayor Julius Bloomfield, Councillor Helena Konanz

Your City Council

Council's Roles

City of Penticton's Council consists of a Mayor and six (6) Councillors serving a term of four years. The current Council was elected on October 15, 2022 and will serve residents for a four year term (2022 – 2026). Led by Mayor Bloomfield, Council is responsible for governing our city and promoting its economic, social and environmental well-being.

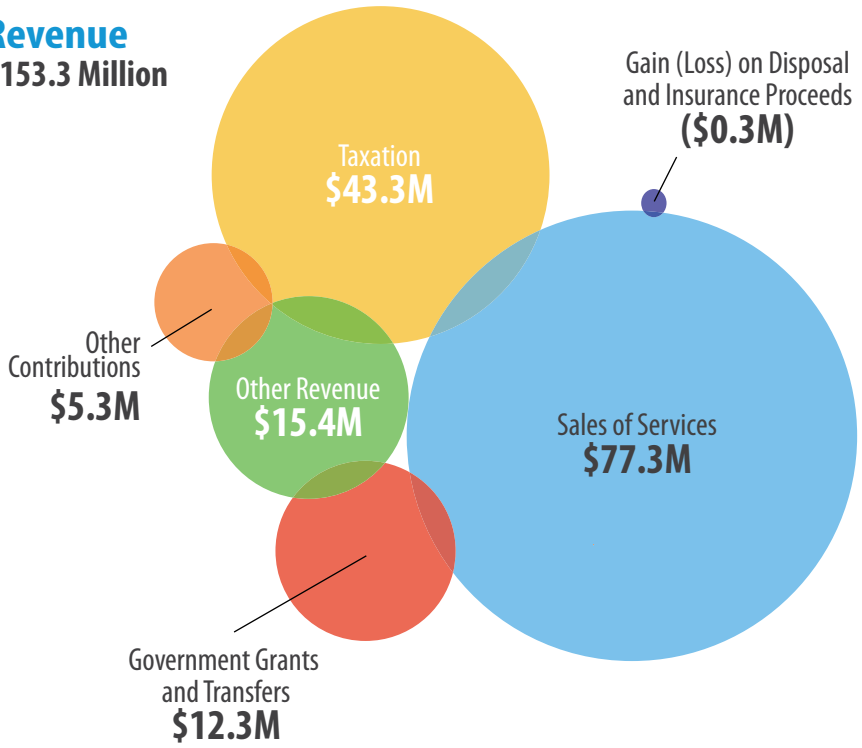
Learn more at **penticton.ca/council**



Mayor Bloomfield opened the renowned Farmer's Market in 2023 in style.

Your City by the Numbers

Revenue
$153.3 Million



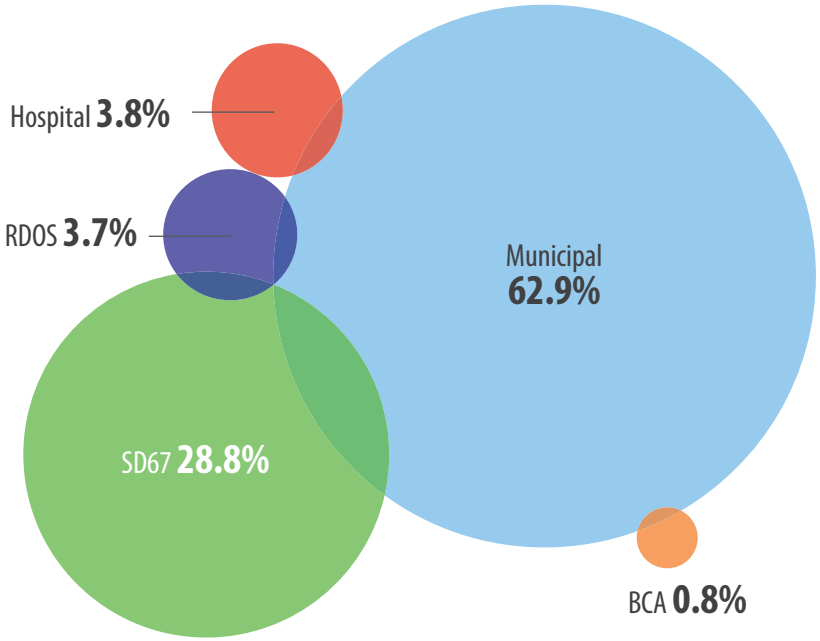
Where Does City Revenue Come From?

The City has a number of sources of revenue to fund the essential services it provides. Over 29% of City revenues come from the sale of electricity to residents, followed by 28% in taxes collected from residents and businesses. The sale of sewer and water services makes up a further 14% and 21% comes from user fees collected for various programs and services, including use of City facilities such as the recreation centre, garbage and recycling fees, building and licensing fees, transit and parking fees.

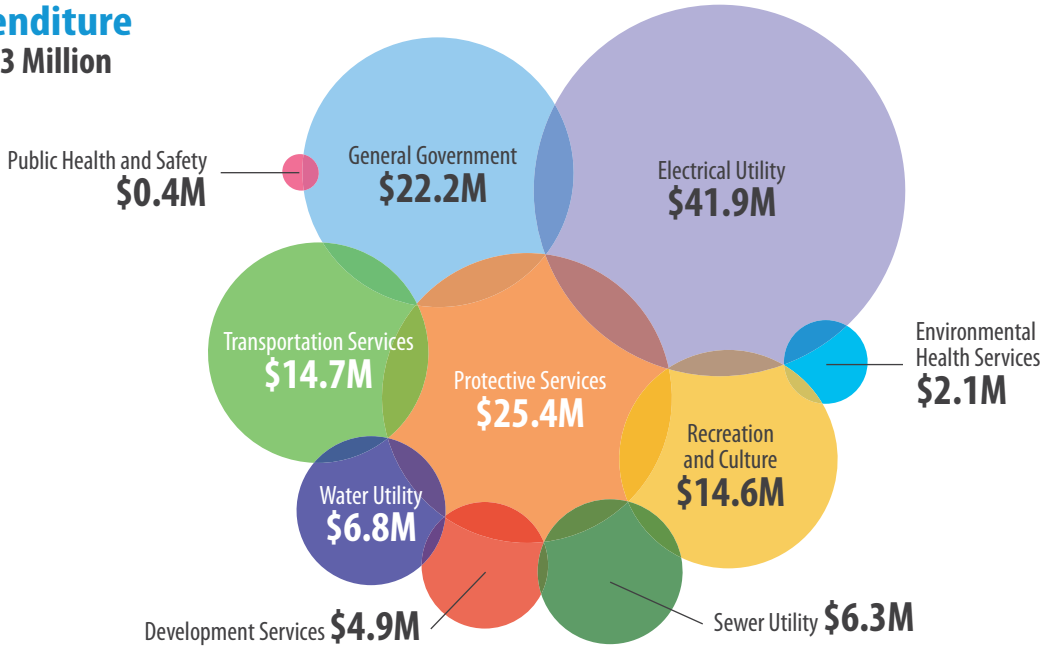
Taxes

Did you know that the City collects taxes on behalf of other levels of government? Only 62% of the amount on your annual tax notice goes to the City, with the remaining 38% going to the School District, BC Assessment, the Regional District of Okanagan-Similkameen and the Regional Hospital District.

2023 Overall Taxation Rates



Expenditure
$139.3 Million



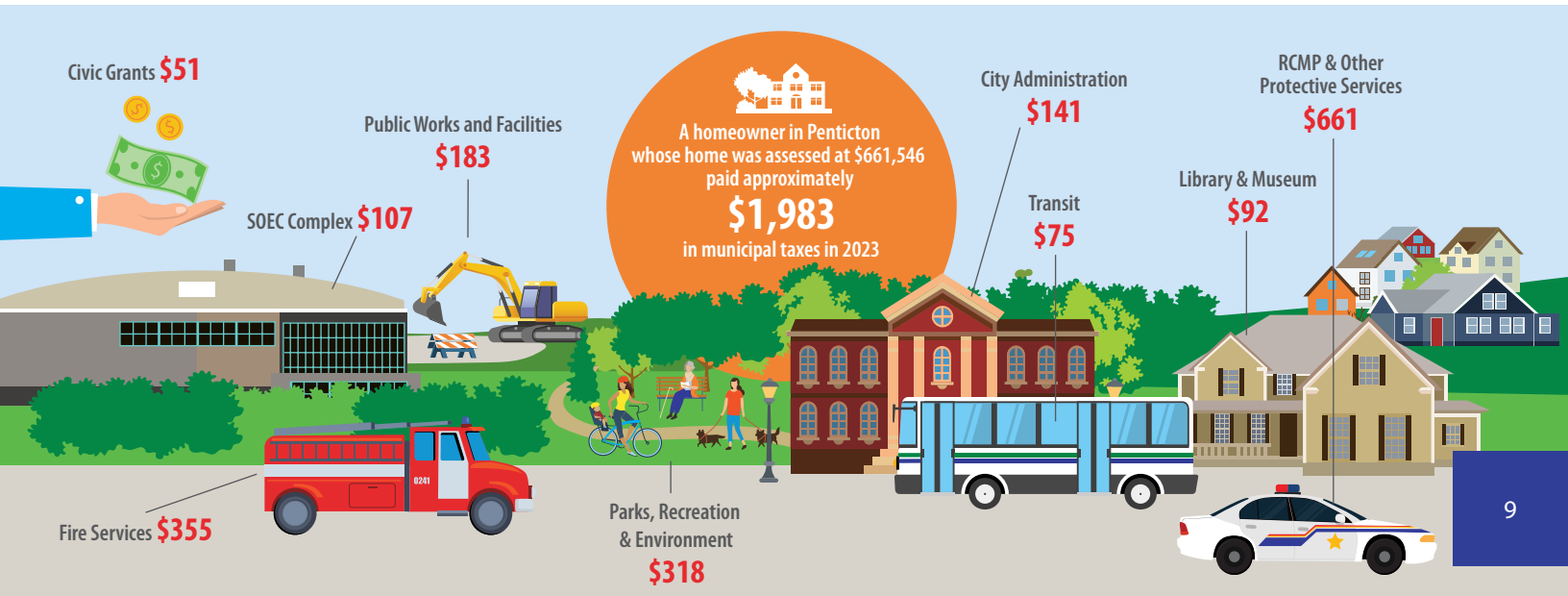
What Do Taxes and Utility Fees Fund?

The City provides a range of services to its citizens, including critical infrastructure like streets, water, sewer and electricity. The City is responsible to provide policing, fire and bylaw protective services as well as development services to assist businesses. The City operates cultural and recreational amenities that contribute to our unique and beautiful community character. The graphic below demonstrates how the City allocated 2023 taxes to provide services for residents.

What Your 2023 Taxes Funded

Your Total Property Taxes The City of Penticton, like all B.C. municipalities, collects property taxes on behalf of other provincial and regional authorities. *Calculated for a homeowner whose home is assessed at $661,546*





2022-2026

Council Priorities

VISION: PENTICTON IS A CONNECTED, RESILIENT AND HEALTHY WATERFRONT CITY FOCUSED ON SAFETY, LIVABILITY AND VIBRANCY.

MISSION: PENTICTON WILL SERVE ITS RESIDENTS, BUSINESSES AND VISITORS THROUGH ORGANIZATIONAL EXCELLENCE, PARTNERSHIP AND THE PROVISION OF EFFECTIVE AND COMMUNITY FOCUSED SERVICES.

Safe & Resilient

Enhance and protect the safety of all residents and visitors to Penticton.

AREAS OF FOCUS

- Advocate for **non-enforcement response** to social disorder issues specifically related to individuals experiencing homelessness, untreated mental health and substance use issues.
- Facilitative and **supportive role to not-for-profit sector** that supports vulnerable residents.
- Ensure Penticton is **prepared for emergencies**, both human made and natural disasters.
- Support strategies that **reduce crime** and increase a sense of **community safety**.

Livable & Accessible

Proactively plan for deliberate growth; focused on an inclusive, healthy, safe and desirable place to live.

AREAS OF FOCUS

- Support the provision of **attainable and accessible housing** across the entire housing spectrum while considering opportunities to leverage City owned assets.
- Growth includes **ensuring supports and services for Penticton's vulnerable populations**, including youth, seniors and unhoused residents.
- Committed to minimizing environmental impacts of new development and adapting to **climate change** in our community.

Organizational Excellence

Support a culture of service excellence around governance, leadership and sound financial decisions.

AREAS OF FOCUS

- Accountable, transparent and responsible financial management that **supports the needs of the community into the future**.
- **High performing, professional organization**.
- **Asset management** focused on long term sustainable service delivery.
- Targeted **advocacy** with other level of government to support priorities and long term interests.

Vibrant & Connected

Support vibrant and diverse activities creating opportunities for connection in community.

AREAS OF FOCUS

- Align internal processes and resources in support of a **diverse economy**.
- Support access to **recreational, arts and cultural amenities as key to a healthy, vibrant and connected** community.
- **Support community building partnerships** with Penticton Indian Band, other local governments and organizations, as well as inter-governmental partnerships with the Province and Federal Governments.



2024 Initiatives: Safe & Resilient

Enhance and protect the safety of all residents and visitors to Penticton.

- Advocate for non enforcement response to social disorder issues specifically related to individuals experiencing homelessness, untreated mental health and addictions issues.
- Facilitative and supportive role to not for profit sector that supports vulnerable residents.
- Ensure Penticton is prepared for emergencies, both human-made and natural disasters.
- Support strategies that reduce crime and increase a sense of community safety.

2024 Priorities

- Community Safety Building Detail and Design
- Dam Safety Compliance
- Pressure Reducing Valve (PRV) Replacement and Relocation
- Building Safer Communities Fund (BSCF) Implementation
- Operational Readiness Analysis for the Penticton Fire Department
- FireSmart Program Education Campaign

2023 Successes/Highlights

- Led a strong campaign for implementation of the **Integrated Crisis Response Team** (ICRT – Car 40) in Penticton
- Introduction of **new Director of Public Safety and Partnerships**
- Coordination of an **Extreme Winter Response Shelter**
- Continued promotion of **Project 529**, bike theft prevention program
- Held the **Ember Stomp** to promote FireSmart practices



After years of lobbying, the Integrated Crisis Response Team – also known as Car 40 – was announced and began operations in January.

2024 Initiatives: Livable & Accessible

Proactively plan for deliberate growth; focused on an inclusive, healthy, safe and desirable place to live.

- Support the provision of attainable and accessible housing across the entire housing spectrum, considering opportunities to leverage City owned assets.
- Growth includes ensuring supports and services for Penticton's vulnerable populations, including youth, seniors and unhoused residents.
- Committed to minimizing environmental impacts of new development and adapting to climate change in our community.

2024 Priorities

- Community Centre Energy Efficiency Upgrades
- Home Energy Loan Program (HELP) Revitalization
- Point Intersection and Kinney Avenue Improvements
- Advanced Waste Water Treatment Plant (AWWTP) Upgrades
- Housing Accelerator Fund (HAF) Project
- Accessibility Plan Leadership
- Implementation of Affordable Housing Reserve Pilot Funding Program

2023 Highlights/Successes

- Created the **Official Community Plan-Housing Task Force**, who delivered 18 recommendations
- Created the **Accessibility Task Force**, who delivered the City of Penticton Accessibility Plan
- Introduced **Welcome Packages** for new Penticton residents and associated data collected from newcomers
- Opened the new Edmonton Avenue **Child Care Centre**



As part of the City's Child Care Action Plan, the Edmonton Avenue – operated by OneSky Community Resources – officially opened its doors.

2024 Initiatives: Vibrant & Connected

Support vibrant and diverse activities creating opportunities for connection in community.

- Align internal processes and resources in support of a diverse economy.
- Support access to recreational, arts and culture amenities as key to a healthy, vibrant and connected community.
- Support community building partnerships with the Penticton Indian Band, other local governments and organizations, as well as intergovernmental partnerships with the Province and Federal Governments.

2024 Priorities

- Arena Feasibility Study
- Sports & Recreational Needs Assessment
- Maker Lab (Creative Solutions) Pilot Project at the Penticton Library
- Parks Improvement and Enhancement Projects
- CommuniTREE Plan
- Supporting Indigenous partners on community events to celebrate culture and promote awareness

2023 Successes/Highlights:

- Continued support of events such as **Canadian Sport School Hockey League championships and the Vancouver Canuck's Young Stars**
- In partnership with the Downtown Penticton Business Improvement Association, **enriched the winter holiday experience**
- Began work on **improving dog parks** and approved an off-leash trial period
- Creation of a new funding program, **Connected Community Capital Program**, to support community projects requested by third party organizations
- Council adopted the first-ever **Social Development Framework**



The first Tunnel of Lights at Gyro Park was a huge hit with people of all ages during the holidays.

2024 Initiatives: Organizational Excellence

Foster a culture of service excellence built on good governance, leadership and sound financial decisions.

- Accountable, transparent and responsible financial management that supports the needs of the community into the future.
- High performing, professional organization.
- Asset management focused on long term sustainable service delivery.
- Targeted advocacy with other levels of government to support priorities and long term interests.

2024 Priorities

- Business Continuity Planning for City Hall
- CIS Utility Billing System Upgrade
- Digital Transformation Project – Implementation of Microsoft 365
- Introduction of eScribe Meeting Management System
- City Yards Facility Upgrades
- Procurement of a New Waste Collection Contract
- Emergency Support Services (ESS) Program Enhancements

2023 Successes/Highlights

- The City was awarded the B.C. Municipal Safety Association's (BCMSA) **2023 Organization Safety Excellence Award**
- Jason Stevens (Electrical Utility Foreman), was named BCMSA **Occupational Health and Safety Employee of the Year**
- The Public Works Association of British Columbia also presented the City with the prestigious **Innovation and Community Celebration Award** for the Public Works Week event, which was held in May
- Gary Marsden, foreman for Penticton's Advanced Waste Water Treatment Plant, received the award for **Excellence in the Water and Water Industry: Victor M. Terry Operator Award** from the BC Water & Waste Association



The annual Public Works Week open house secured the team an award for innovation.

City Mission

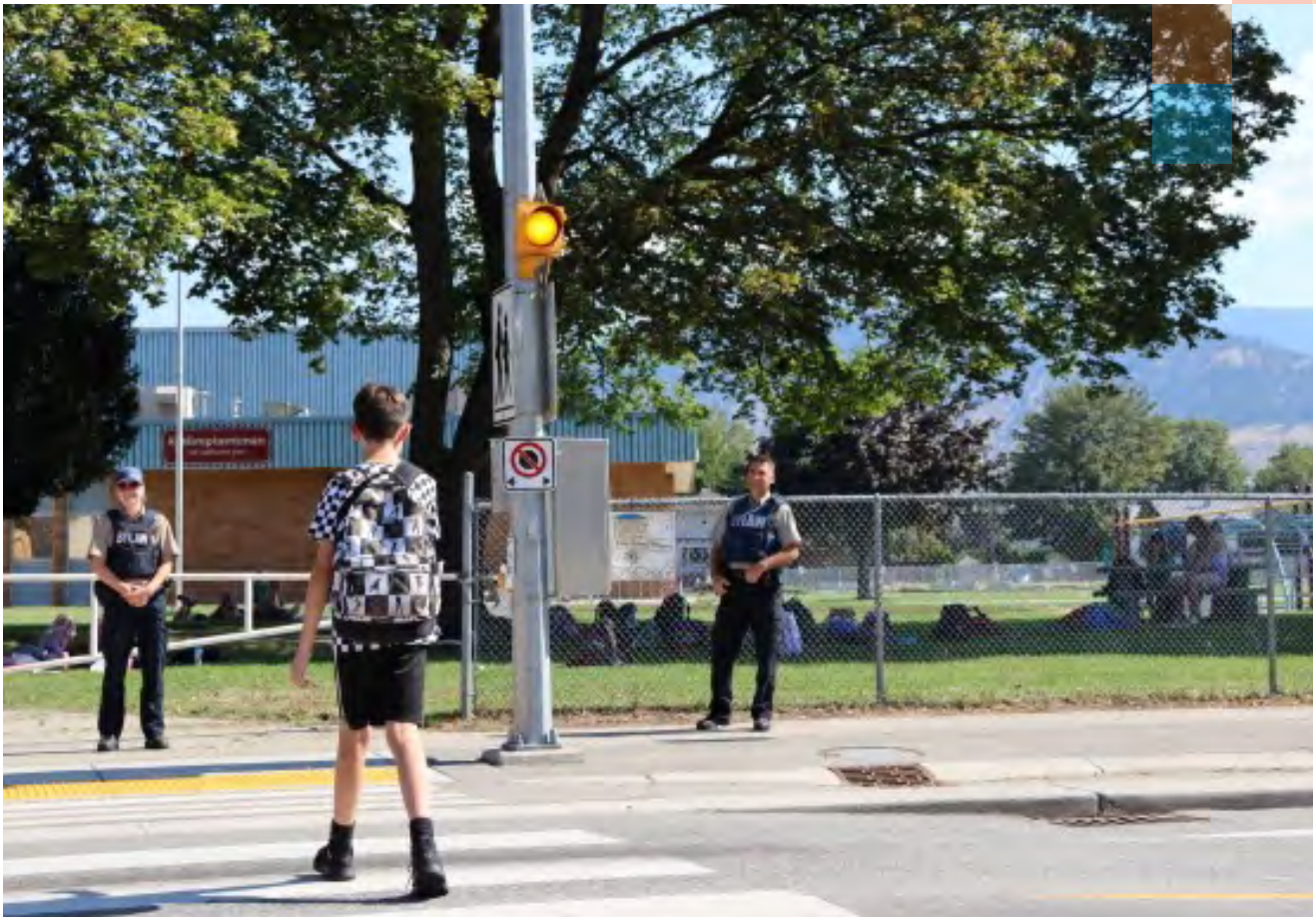
Penticton will serve its residents, businesses and visitors through organizational excellence, partnerships and the provision of effective and community focused services.

2024 Priorities

- Implementation of Expanded Customer Payment Options
- Partnership with School District 67 on Safe Routes to School Program
- Collaboration with ICBC, RCMP and City departments on the Transportation Safety Working Group

2023 Highlights/Successes

- Council and Senior Leadership participated in **strategic planning** sessions to guide City operations



Safe Routes to Schools is a program, in co-operation with School District 67, designed to give students a variety of ways to safely make it to class.

City Manager's Message



May 2024

It is my pleasure to present the 2023 Annual Report on behalf of all City staff.

Since accepting the role of City Manager in October, I have been impressed by the extraordinary level of professionalism, dedication and innovation within the City of Penticton.

This report lays out the details – big and small – that resulted in an exceptional 2023. It also provides a glimpse into how our staff took four of Council's priorities and turned their goals and ambitions into reality with completed objectives.

The four priorities ensure the City of Penticton remains:

Safe and Resilient: Enhancing and protecting the safety of all residents and visitors to Penticton.

Livable and Accessible: Proactively planning for deliberate growth by focusing on an inclusive, healthy, safe, and desirable place to live.

Vibrant and Connected: Supporting diverse activities that create opportunities for community connections.

Organizational Excellence: Fostering a culture of service excellence built on good governance, leadership, and sound financial decisions.

These four priorities have been at the forefront of staff's considerations as we move forward with our planning for the future. This report provides an update on completed projects and those underway to achieve these goals.

It is also important to highlight the work accomplished every day by employees to deliver the services you expect in a timely and effective way.

Our dedicated staff keep the parks clean and beautiful, are up early in the morning to clear the roads in a snowfall, ensure our drinking water is clean and healthy and work diligently to help people through the permitting process.

We know we still have work to do and are committed to building on the foundation laid in 2023. We have exciting opportunities ahead to create an even more vibrant Penticton and we cannot wait to take on the challenges of a new year.

Anthony Haddad
City Manager



Divisions & Departments

Corporate Administration
- Mayor & Council
- Office of the City Manager

Finance & Administration
- Finance
- Procurement & Inventory
- Communications & Engagement
- Legislative Services
- Information Technology & Geographic Information Systems (IT/GIS)
- Human Resources & Safety

Community Services
- Facilities
- Recreation, Arts & Culture
- Museum & Archives
- Land Management

Penticton Public Library

Infrastructure
- Energy & Environment (Electric, Sustainability and Solid Waste)
- Engineering (Design, Water & Wastewater Treatment)
- Public Works (Roads, Utilities, Parks & Fleet)

Development Services
- Planning & Licensing
- Building & Permitting
- Development Engineering
- Economic Development

Public Safety & Partnerships
- Social Development
- Bylaw Services

Penticton Fire Department

RCMP

Organizational Overview

City Council sets the direction for the City of Penticton through the development of their strategic priorities. The City Manager (Chief Administrative Officer), reporting to Council, ensures that divisions and departments support City Council's priorities and are meeting the needs of the community. The majority of services are provided by four major divisions while community safety is the responsibility of the Director Public Safety and Partnerships, Penticton Fire Department and the RCMP.





Corporate Administration

What We Do

- The City Manager leads this division, which provides a range of services that require close cooperation with internal and external customers to facilitate City initiatives.
- **Mayor and Council:** The City of Penticton Council is the local elected body responsible for governing our city and promoting its economic, social and environmental well-being. Council is accountable to our residents and provides direction to the City Manager to ensure the highest levels of service for our community.
- **Office of the City Manager:** The City Manager is appointed by, and is directly accountable to, Council. As Council's only employee, the City Manager is responsible for the day-to-day operations and administration of the City and oversight of its departments in accordance with the objectives, policies and plans approved by Council. The City Manager is also responsible for keeping Council up to date on corporate matters, providing advice to Council, and ensuring policies and bylaws are enforced.

2023 Achievements

- Council supported new **Senior Leadership position**: Director Public Safety & Partnerships during budget deliberations in November 2023. This position will lead the recommendations made in the City's Community Safety Review.
- **Demonstrated commitment to organizational excellence** through advocacy and training development opportunities, such as: Local Government Leadership Academy; Southern Interior Local Government Association; BC Legislature delegation; BC Housing Summit; Pacific Northwest Economic Region; Local Leadership United; and Union of British Columbia Municipalities.
- **Council attended over 100 events in 2023**, ranging from simple attendance invitations to speaking engagements and community events such as hosting the annual volunteer celebration. Each year, Council participates in educational opportunities and workshops for strategic planning and City governance.



Council got a first-hand look at the City's civic facilities, including the fire hall.



Finance and Administration

What We Do

Division

The Finance and Administration Division works as a strategic partner with departments throughout the City to ensure effective delivery of services and programs by providing financial, human resources, information technology, legislative, procurement and communication services. We are also responsible for the overall financial administration of the City and collection of all City revenues.

Director's Office

The Director is also the City's Chief Financial Officer and the Risk Manager responsible for administering the risk management and insurance program.

Finance

This department provides accounting, budgeting, financial analysis, and revenue and collections services for the City. Our team coordinates with every City department to establish a five-year financial plan and ensures spending compliance with the plan.

Service fees and taxes are collected and managed within this department, including the City's electricity, water and sewer charges and property taxes.

Procurement & Inventory

This department provides centralized procurement services for the acquisition of goods and services. The City's Procurement Policy, legislation and trade agreements establish the overall direction and general principles that the City follows in the procurement of goods and services. The established fair and transparent competitive process allows all suppliers an equal opportunity to do business with the City of Penticton. We manage the City's inventory through a consistent and effective service delivery model and ensures the appropriate disposal of City assets when they reach their end-of-life cycle.

Communications & Public Engagement

This department provides strategic communications and engagement services that are essential to achieving the City's business objectives while building employee engagement, building our reputation with our many audiences and connecting our work to the values and concerns of our community and Council priorities. This department is responsible for ensuring the City communicates with facts and clarity, acts with empathy, and provides truthful, unbiased and reliable information in a timely manner across all our channels.

Legislative Services

The Legislative Services Department carries out a wide variety of statutory responsibilities and ensures City decision-making processes maintain transparency, accountability, integrity and accessibility. We manage statutory notification processes, prepare, maintain and provide access to records of City business, including Council agendas, minutes, bylaws and policies and is responsible for the conduct of local government elections.

Information Technology & Geographic Information Systems (IT/GIS)

The IT department is responsible for providing technical support to all of our city departments. Our team helps maintain and manage the City's complex computer systems, networks, and software programs, which are essential for day-to-day operations. We also ensure that our data and information are protected from security threats and that we comply with various laws and regulations.

The GIS team within the IT department is responsible for managing and analyzing spatial data to support various functions within the municipality through specialized maps and apps. GIS is also critical to the effectiveness of our emergency operation centre.

Together, the IT department plays a crucial role in helping us to innovate and stay ahead of the curve. It helps us to identify new technologies and tools to be more efficient and effective in delivering services to our constituents.

Human Resources & Safety

The Human Resources and Safety Department is responsible for developing and managing corporate programs related to employee and labour relations, recruitment and selection, compensation, safety and employee well-being, training and development, benefits and payroll.

We provide comprehensive strategies, programs, policies, services and consultation to support the City's exceptional people resources and to meet organizational objectives. Human Resources and Safety is also responsible for overseeing four collective agreements and relationships with three union organizations representing City staff.



The City received the British Columbia's Municipal Safety Authority's 2023 Organization Safety Excellence Award.

2023 Achievements

- Legislative Services led the implementation of a **Privacy Management Program** for the City. The program is in accordance with the *Freedom of Information and Protection of Privacy Act* (FOIPPA).
- Information Technology worked through system architecture and product version **upgrades for the City's Geographical Information System (GIS)**.
- Occupational Health & Safety Team led a **Gas Awareness training day** for City staff and partner agencies. This event improves awareness of gas safety and offers advanced training for emergency situations.
- Recipient of British Columbia's Municipal Safety Authority (BCMSA) **2023 Organization Safety Excellence Award**.
- Supported the **2023 Pow Wow** between the Lakes, hosted at the South Okanagan Events Centre (SOEC).

Facts and Stats 2023

Finance & Administration

- Issued **1,147** accounts receivable invoices
- Accounts Payable processed over **16,000** invoices
- **10,277** cheques and EFT payments issued
- **224** Cemetery sales
- **49.5%** of utility accounts are e-billed
- **6,516** Utility customers moving in/out for 2023, approximately **543** each month
- Approximately **13,987** phone calls to Utility staff in 2023, an average of **1,166** each month
- **2,334** walk-in customers to City Hall each month for and approximately **677** drop box payments processed by Cashiers each month
- Over **21,000** payments received online each month

Procurement & Inventory

- **645** purchase orders issued, totalling **$9.3M**
- **86** contracts awarded
- **$23M** total value of contracts
- **45** public bid opportunities
- **4,721** total inventory withdrawals processed, for a total value of **$2.4M**
- **$2.4M** saved by obtaining quotes



Training to be ready for emergency, in this case a possible gas leak/explosion.

Communications & Engagement

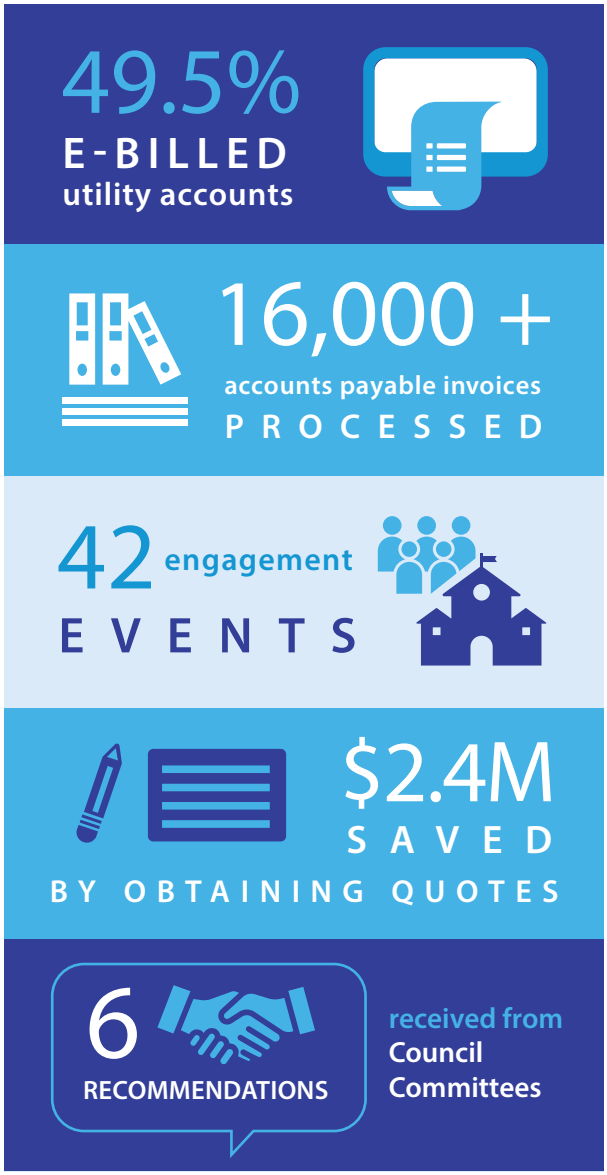
- **24** projects hosted through Shape Your City engagement
- **42** engagement events
- **22** completed community engagement projects
- Released **269** official announcements
- **5,112** engagement newsletter subscribers
- **537** PenTALKton podcast downloads in 2023
- **20,707** social media followers on Facebook, Instagram and Twitter combined

Legislative Services

- **22** Public Hearings
- Managed the process for Council meetings including **18** Regular, **10** Special, **14** Committee of the Whole
- Processed **51** Freedom of Information requests and **13** Privacy Impact Assessments
- **45** Bylaws Adopted
- **3** Council Committees active in 2023, logging **25** meetings
- **6** Recommendations were received from Council Committees

Human Resources & Safety

- Human Resources received **706** general resumes
- **120** external postings were issued and **3,876** applicants submitted a resume for consideration
- **135** positions filled by external applicants
- **50** internal postings were created and **115** applicants reviewed
- **42** positions filled by internal applicants
- **181** in-class training events held in 2023 with **818** classroom registrants. **314** online courses were completed in 2023
- Return to Work Program: **7** lost-time claims with **100%** Return to Work
- **8** health care only claims
- Claims Costs increased to **$154,035** in 2023 from **$26,463** in 2022
- WorkSafeBC experience rating decreased to **-29%** which resulted in a discount to the City valued at **$325,614**



Information Technology

- Service Desk processed **3,324** tickets
- Business Analyst Team completed **542** tasks
- **322** tasks were completed by the Geographic Information Services (GIS) Team in 2023
- Network Analyst team managed a total of **352** tasks



Community Services

What We Do

Division

The Community Services Division, led by the Director, takes a strategic approach to support all facets of community health and safety. Our work is focused on activities and actions that enable citizens to have a high quality of life. Our Facilities team ensures City-owned buildings operate at optimum efficiency for service and program delivery. The Recreation, Arts and Culture Department welcomes visitors to our many recreation facilities and parks, where we deliver a wide range of recreation, arts and culture programs and services for people of all ages. Rounding out this division is Land Administration, which is responsible for over 500 City-owned properties as well as facilitating land-related agreements and providing legal research title and company searches for all City departments. **Note: an organizational change was made following Council Deliberations in fall 2023. Economic Development now reports to the Director of Development Services. Please refer to that section of the Annual Report for information on Economic Development achievements and statistics.*

Facilities

Facilities is responsible for maintaining approximately 650,000 square feet of City-owned buildings, comprised of public use facilities, residential homes and office complexes. As outlined in the Civic Places and Spaces Asset and Amenity Management Plan, these assets are aging at an unsustainable rate and require significant investment or replacement in the coming years. The Facilities' team encompasses a broad spectrum of services and competencies required to assure the built environment performs the functions for which the facilities were designed and constructed. Our team is tasked with the day-to-day activities necessary to maintain buildings (including systems and equipment) so occupants and members of the public can utilize the facilities as they were intended.

Recreation, Arts & Culture

The Recreation, Arts and Culture Department promotes and contributes to a healthy community and enhances the quality of life for Penticton residents and visitors through planning, management and delivery of recreation, aquatics, events, and festivals as well as active living opportunities. We partner with volunteers, community members and private sector providers to support recreation and wellness opportunities in our city.

Penticton Museum & Archives

The Penticton Museum and Archives provides exhibits, displays and programs that interpret and showcase the unique history of Penticton and the surrounding area. Temporary exhibits bring a wide variety of topics to the Museum, while permanent exhibits tell the story of Penticton from its earliest days as an Indigenous village to the present day. The Museum also collects, catalogues and stores approximately 20,000 unique artifacts that bear witness to our collective past. The Archives is also a repository for documents, records and the administrative histories of community groups and organizations that have defined and shaped the community. It is a valuable source of engineering and land use maps and planning documents frequently referenced by local companies, individuals and other City departments.

Land Management

The Land Administration Department is responsible for more than 500 City-owned properties. We handle all land-related transactions including purchases and sales, regulatory land-use and various types of contractual agreements while ensuring that the legal requirements of the *Community Charter* are met.

The team prepares and manages agreements for 11 residential tenancies, 136 leases and licenses to use, 10 beach vendors in 23 locations, four concessions and four food trucks operating under the City's Mobile Vending program. These contracts and agreements are accomplished by way of a Lease, a License to Use Agreement or a BC Residential Tenancy Agreement.

We are also responsible for preparing and registering Right of Way agreements in the Land Title Office, Net Metering agreements for solar energy and Crown Leases/License of Occupation and legal research as well as title and company searches for all City departments.



Penticton is home to one of the largest skate parks in the province and skate camps are always a huge draw.

2023 Achievements

- Hosted the **60th Anniversary BCHL All-Star Weekend**.
- Worked in partnership with **South Okanagan Events Centre (SOEC)** Management for the return of the **Vancouver Canucks Young Stars Classic**.
- Advanced the Council Priority of Vibrant & Connected through completion of an **Arena Use Analysis Study** to understand current and projected demand for facilities.
- Facilities staff led the construction project to add a secondary apparatus building at **Fire Hall Number Two**.
- Land Management team celebrated the opening of the **Dragon Boat Pub**, as part of the **Skaha Marina Redevelopment Project**, as well as the opening of the **Four Points by Sheraton**, a key link to increase conference business for the Penticton Trade and Convention Centre.
- Land Management team worked closely with the City's Social Development Services team, along with **BC Housing and 100 More Homes**, to provide an emergency **Winter Shelter** lease during the cold weather season.
- Continue to work on **recreation services level recovery** post-COVID.



Our unique position between two lakes means twice the opportunity to take to the water and engage in paddling sports.

Facts and Stats 2023

Facilities

- Responsible for **36** major buildings
- Buildings range from **10** to **90** years in age, average age of **48** years
- Floor area of City buildings is approximately **650,000 square feet** in total

Recreation & Culture

- **150,282** swimming pool admissions
- **63,335** fitness room admissions
- Processed **97** event applications
- Issued **329** L.I.F.E. (Leisure Involvement For Everyone) Memberships

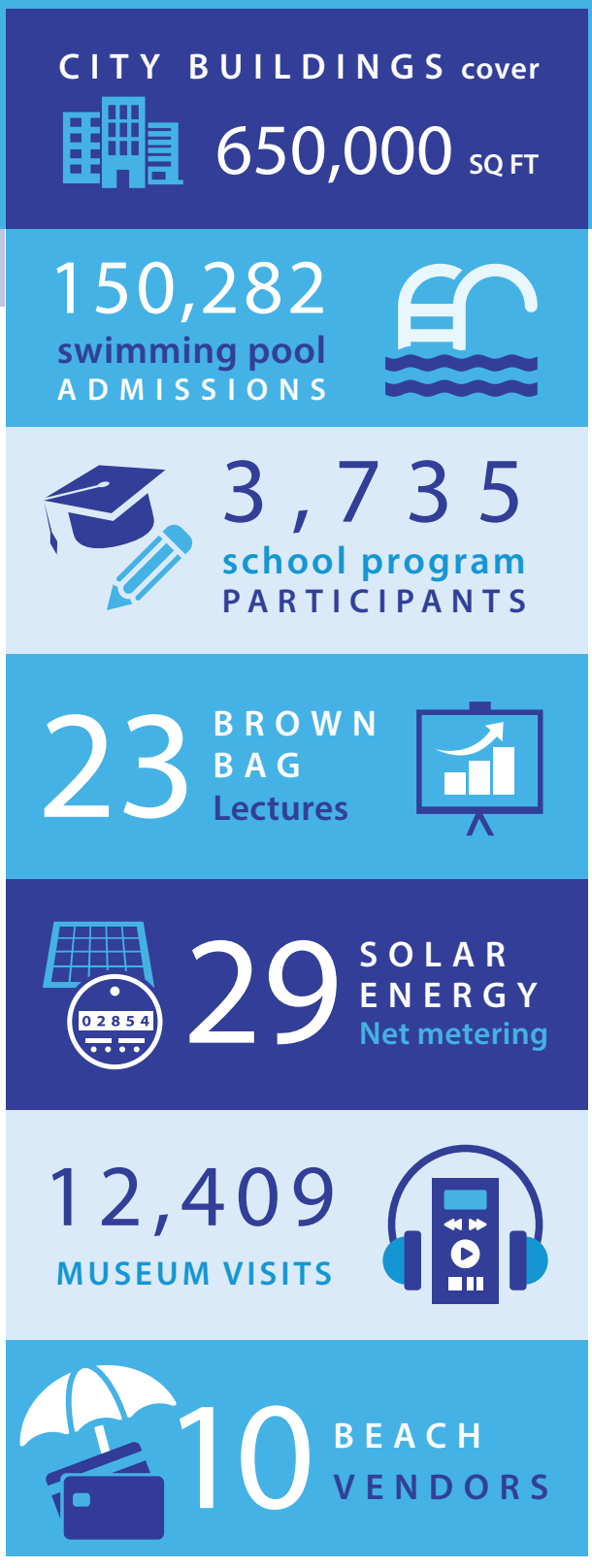
Museum & Archives

- **12,409** Museum visits
- **23** Brown Bag Lectures
- **334** Archive requests
- **3,735** school program participants

Land Administration

Total Number of Agreements administered for:

- **11** residential tenancies
- **136** leases and licenses-to-use
- **10** beach vendors
- **29** net metering for solar energy
- **20** Crown Leases/License of Occupation
- **30** Land Title Office documents registered
- **2** property purchases/land swaps





Penticton Public Library

What We Do

The Penticton Public Library provides free library services to City of Penticton residents, including, but not limited to, physical and digital collections for loan, literacy-based programming for all ages, research advisory services, public access computers and study space, and a delivery service for our homebound residents.

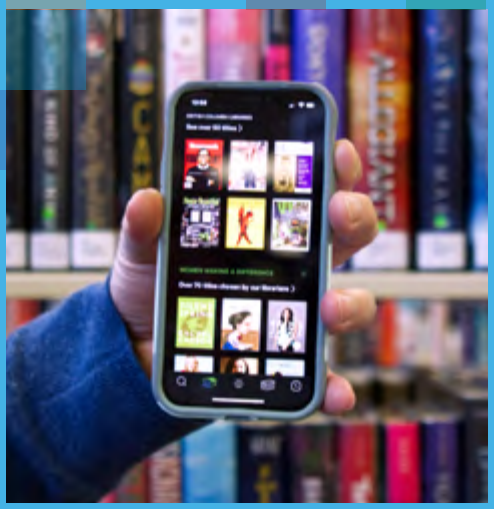
Day-to-day operations are led by the Chief Librarian with the strategic goals and priorities being governed by a Board, which consists of a City Councillor and eight to 10 citizens.

The library's collection contains over 100,000 items in print, digital and downloadable content. We provide programming and services to the young and the young-at-heart, including baby and toddler story time; LEGO club; Teen Summer Takeover Challenges; After Dark Book Club; and the Ultimate Book Nerd annual reading challenge.

We also proctor exams, offer reference services for research, and participate in province-wide initiatives including the inter-library loan program.

2023 Achievements

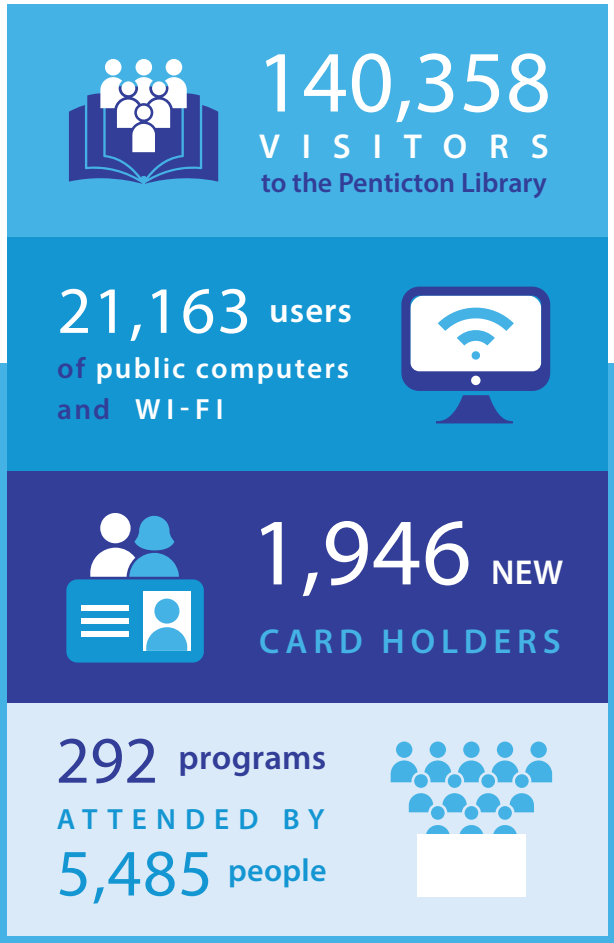
- **Completed "Leading with Empathy"** staff training to raise awareness of the various needs of patrons and learn how the library can better serve all patrons.
- **Supported Council's priority of Vibrant & Connected** through participation in marquee events throughout the summer, including welcoming residents and visitors to the free Summer Reading Club program for children.
- **Installed free period products** for the public in both public restrooms.
- **Piloted the first stages of the Creative Solutions** (Maker Lab) program, helping members of our community learn new creative technology, explore ideas, and create new things.
- **Partnered with other interior region libraries** to develop an **Accessibility Plan** and developed a feedback mechanism.
- **Engaged a consultant** to develop an emergency response plan.



Facts and Stats 2023

- **140,358** visitors* welcomed to the Penticton Library and **97,317** online
- **1,946** new card holders
- **316,291** items circulated, plus **92,140** digital items
- **24,727** reference questions answered
- **162** tech help sessions
- **21,163** users of public computers and wi-fi
- **292** programs (both in-person and online) attended by **5485** people (in-person and viewed)
- **2,490** items borrowed from or lent to other libraries

** The library's gate counter was not working correctly and had to be replaced mid year.*





Infrastructure

What We Do

Division

The Infrastructure division, led by the General Manager, is responsible for overseeing many of the City's operations that enable our residents to go about their daily lives. Our team is responsible for planning, designing, constructing, operating and maintaining City infrastructure assets. These assets include the electrical distribution system, roads, bridges, parks, beaches, water treatment and distribution networks, and sewer collection and treatment systems. We also collect garbage and recycling and set utility rates.

Energy and Environment

This department includes the Electric Utility and the Environmental Health Services Branch. The City of Penticton owns and operates the Electric Utility, providing service to residential, commercial, and industrial customers. The department is responsible for overseeing operations, maintenance, and ongoing improvements of the electrical distribution system. It also manages electrical meters, traffic signals, and street lighting. The Environmental Health Services Branch is responsible for sustainability initiatives such as the Community Climate Action Plan and Corporate Energy & Emissions Plan, as well as solid waste and recycling collection and outreach.

Engineering

The Engineering Department oversees the Water Treatment Plant and Advanced Waste Water Treatment Plant. Engineering is involved in any planned upgrades, expansions or required re-design work to the City's underground water system.
We are responsible for planning, designing and executing construction contracts for vehicle, bicycle and pedestrian transportation within Penticton. If there is an event or construction road closure within Penticton, Engineering is involved in the traffic management plan and issuance of a Road Closure Permit.

Public Works

The Public Works Department consists of the Utilities Branch, the Roads and Drainage Branch, the Parks Branch and the Fleet Branch. Together, we keep our community safe by providing clean, safe drinking water and a reliable sanitary sewer system and storm-water drainage system. We provide irrigation water to the agricultural areas and operate and maintain our City-owned dams. We also manage the road maintenance in our community, as well as the parks and cemeteries. To help support these services, we also manage the City's fleet of vehicles.

2023 Achievements

- **Point Intersection Construction Project** was successfully awarded and started in 2023. This $10.5M group of projects will address congestion and safety issues within an area where a large volume of traffic converges, including Kinney Avenue, Skaha Lake Road, South Main Street and Dawson Avenue. The project includes closure of Kinney Avenue to vehicle traffic, and a new signalized intersection at Galt Avenue and Skaha Lake Road. The project also completes a portion of the lake-to-lake bike route and will see Skaha Lake Road resurfaced from Warren to Galt Avenue. This multi-year project will conclude in summer 2024.
- **Completed the multi-year Penticton Creek Restoration Project**, which improves the flood protection qualities of the creek as well as fish habitat. Additional pedestrian safety improvements made through traffic calming and crosswalk improvements.
- **Successfully hosted Public Works' Week** in partnership with the City's Communications and Engagement Team to welcome local schools and community members to get a behind-the-scenes look at all things Public Works!
- **Advanced Waste Water Treatment Plant (AWWTP) demonstrated industry leadership** on two fronts: Granular Sludge Pilot Project was presented at the Water Environment Federation Conference and a virtual model of the AWWTP will be on tour with AECOM to promote best practices for operation and plant planning.
- **The Engineering department was recognized for multiple awards**, including BCMSA OH&S Employee of the Year, PWABC Innovation and Community Celebration Award, and BCWWA Excellence in Water and Waste.



The Water Treatment Plant team is responsible for our clean drinking water and also hosted students to show them first-hand how the system works.

Facts and Stats 2023

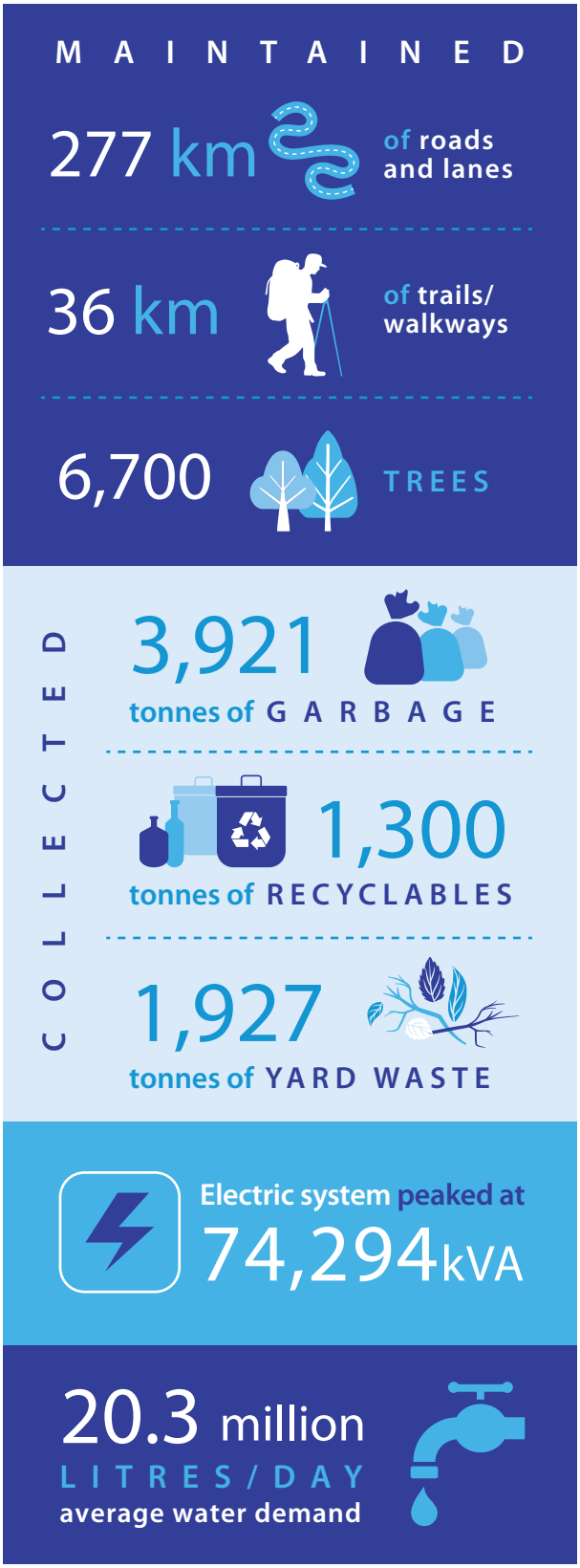
Public Works

- Maintained **277 km** of roads/lanes, **165 km** of sidewalks, **6 km** of separated bike lanes, **256 km** of water mains, **94** km of storm water mains and **172 km** of sewer mains
- Maintained and supported **208** mobile units, **120** pieces of small equipment, **53** RDOS fleet*, **28** Penticton Fire Department fleet, **19** generators and **40** RCMP fleet
- Fleet includes **3** electric vehicle, **4** hybrid vehicles and **6** E-bikes
- **4,420** tonnes of sewage waste compost produced
- Maintained **36 km** of trails/walkways,**110+ acres** turf, **6,700** trees owned and maintained, **16** sport fields and **10** playgrounds
- **8** beach locations and **6** off-leash dog areas

**RDOS Fleet contract ended September 30, 2023.*

Engineering

- **6.4 billion litres** of water pumped from Okanagan Lake station to the Penticton Water Treatment Plant
- **20.3 million litres/day** required for average daily water demand
- **1.6 billion litres** for irrigation and **1.1 billion litres** for domestic use drawn from Penticton Creek
- **4,492,100 m3** of wastewater received
- **334 litres/day** discharged per person into the sewer system on average
- The average cost to treat a cubic meter (**1,000 litres**) of wastewater was **$0.80**
- **7,497,282 kg** of bio solids produced and trucked to Campbell Mountain Landfill for composting
- **537,557 m3** of reclaimed water recycled for use as irrigation in City parks and golf courses



Energy and Environment

- System Peak of **74,294 kVA** in August 2023
- **20,770** total electrical customers, **18,568** residential and **2,202** commercial
- **4** substations feeding **21** distribution circuits
- **4,045** power poles (**2,625** wood and **1,420** steel)
- **2,797** distribution transformers
- **378 km** of overhead power lines
- **201 km** of underground cables
- **3,625** streetlights
- **42** traffic signals, **8** speed signs and **11** rapid flashing beacons
- **6** pedestrian crossing signals
- **3,921** tonnes of garbage, **1,300** tonnes of recycling and **1,927** tonnes of yard wasted collected through contract
- Corporate GHG Emissions: **2,643 tC02e**, Avoided Forest Conversion offset credits: **278 tC02e**
- **7,317 km** bicycle kilometers travelled by City staff (VKTs avoided)

Transit *

- Conventional passenger trips **384,570**
- Conventional service hours **23,080**
- Custom passenger trips **15,630**
- Custom service hours **4,030**

** Collected on behalf of the City of Penticton by BC Transit. BC Transit reporting period is March – March annually, these statistics represent data from March 2022 to March 2023*



Bucket rides during the open house at the Public Works Yard, which was attended by hundreds of students, were very popular.



Development Services

What We Do

Division

Development Services assists the community by supporting positive community growth. The Economic Development Department collaborates closely with businesses and key City partners to support economic growth, sports and events. We work with the public, business and development community, and governmental and not-for profit organizations, to guide growth according to the City's Official Community Plan (OCP).

Planning & Licensing

Planning and Licensing manages land use policy and regulations with the goal of achieving a livable city with a high quality of life for all residents. We are often the first point of contact for development in Penticton, and we ensure all development aligns with the City bylaws and policies, including the Official Community Plan and Zoning Bylaw. We also oversee the City's business, liquor and cannabis licensing programs.

Building & Permitting

Building and Permitting ensures all construction is done safely and meets consistent standards. We interact regularly with residents, local businesses, and other relevant groups, providing information and education on how to meet City and provincial regulations, and enforcing these requirements as needed through inspection and monitoring. We also oversee the City's Short Term Rental and Secondary Suite Program as well as civic file information systems.

Development Engineering

Working in close partnerships with the Planning, Building and Engineering departments, Development Engineering ensures infrastructure in new development meets established standards and conforms to City bylaws. Additionally, we serve as a liaison between Public Works and Penticton's development and design community.

Economic Development

Economic Development builds and enhances Penticton's economic well-being. We collaborate with local businesses, investors, organizations, agencies and community leaders to identify opportunities to support economic growth. We also support key City partnerships with the Downtown Penticton Business Improvement Association (DPBIA), Penticton & Wine Country Chamber of Commerce, Travel Penticton, Penticton Indian Band and YYF Penticton Airport. Our five-year strategic plan builds on our strengths and focuses on developing a prosperous community for the future. A priority focus for further investment is the City's North Gateway Redevelopment and Investment Strategy. We will continue to promote the city as an event destination and contribute to a healthy and vibrant community by attracting, developing and facilitating festivals and sporting events.

2023 Achievements

- Hosted **multiple education sessions** with the building community in 2023, including the new **Zero Step Code**.
- Successfully conducted a **Housing Needs Assessment**, which demonstrated the need to plan for approximately 20,000 new residents in the next 20 years.
- **Launched the OCP (Official Community Plan) Task Force** to review housing focus and direct projected future growth. The Task Force made 18 recommendations regarding housing policy, future land use designations, growth areas and other housing actions. Council received the recommendations at a December 12, 2023 meeting and will use them to shape upcoming OCP amendments



The Development Services team had a busy year, including finding new ways to expedite the permitting process.

Facts and Stats 2023

Development Engineering

- **145** work orders exceeding **$1.3M** of work in the installing and upgrading of services for new construction
- Approximately **49** new lots in both major and minor subdivisions

Planning & Licensing

- **227** new planning applications received
- **266** units proposed
- **7** lots proposed
- City Hall Reception answered **23,251** calls in 2023, an average of **1,938** per month

Building & Permitting

- **$122,400,688** in total construction value
- **638** building permits issued including **21** single family homes and **21** secondary suites
- **673** building permits closed
- **5,070** construction projects and business licence inspections
- **173** Building & Licensing enforcement case files
- **$1,162,046** in building permit revenue and **$826,553** in licensing revenue

Economic Development

- Hosted **13** major sporting events, **12** sporting events, **86** community events and **39** private events. IRONMAN Canada was cancelled in 2023 due to provincial travel restrictions due to wildfire threat.
- **3** Airlines at Penticton Airport
- **$252,315** grant funds to support non-profit special events and **$295,107** grant funds to support partnerships for special events.





Public Safety & Partnerships

What We Do

Director's Office

Council endorsed the creation of a new position to lead recommendations made in the City's Community Safety Review. The Director of Public Safety & Partnerships will oversee the Bylaw Services and Social Development departments as well as work with partners in the community and closely collaborate with RCMP and the Penticton Fire Department. This position reinforces Council's commitment to building a safe and resilient community.

Social Development

Social Development builds and enhances the social well-being of Penticton. We provide leadership for the City and the community on topics such as childcare, poverty reduction, health, substance use, housing and homelessness, truth and reconciliation, age friendliness and community safety.

Bylaw Services

Bylaw Services promotes and enhances community safety and cleanliness and acts as a complement to RCMP services. We are committed to delivering professional bylaw education and enforcement in a timely and effective manner in accordance with Council's direction. Bylaw Officers are committed to ongoing and continuous learning to maintain adherence with current best practices to best serve the community. Bylaw services manages the delivery of animal control services through contracted services.

2023 Achievements

- **Council adopted the City's first-ever Social Development Framework**, which provides a clear vision and set of guiding principles toward supporting equality and social well-being for Penticton.
- In response to provincial government legislation, the Social Development department led the creation of the **City's Accessibility Plan**. The Plan's focus is on how to achieve barrier-free, public access to all City services and facilities.
- Council established a new position for **Director of Public Safety and Partnerships**.
- Bylaw Services has a **collaborative partnership with School District 67**, in which officers conduct patrols of Penticton school grounds to promote safety for students and respond to reports of sharps or inappropriate access to school grounds.
- In March 2023, Council endorsed **recognizing Bylaw and Community Safety Officers** as Peace Officers through a municipal bylaw, which advances the Safe & Resilient Council Priority.
- Council adopted the **Safe Public Spaces Bylaw** in June 2023. This is another tool that Bylaw Services can utilize when responding to calls for social issues. The bylaw clearly lays out expected behaviours in public places and strives for a balanced approach for response to disorderly conduct, public nuisances and public substance use.
- Penticton's **Framework for Public Safety** was introduced in 2023, building upon recommendations laid out in the Community Safety Review. The Framework is the implementation of a long-term plan for public safety in Penticton with coordinated efforts focused on response; social and health; community action; and planning.

Facts and Stats 2023

Social Development

- **$2.4M** grant-funded initiatives/projects
- Supporting **8** community tables
- **25** Neighbourhood Small Grants issued
- **3** new community agreements
- **196** Net new childcare spaces in community (started or opened)
- **11** projects with other departments

Bylaw Services

- A total of **7,701** Calls for Service were completed in 2023. Of the total Calls for Service, Safe Public Spaces/Community Safety generated the highest number with **6,328** calls.





Penticton Fire Department

What We Do

The Penticton Fire Department (PFD) has been serving the community of Penticton and the Regional District of Okanagan-Similkameen since 1911. The PFD is a composite department with both career (full-time) and auxiliary (paid on-call) members working out of two stations at 250 Nanaimo Avenue (Fire Hall #1) and 285 Dawson Avenue (Fire Hall #2).

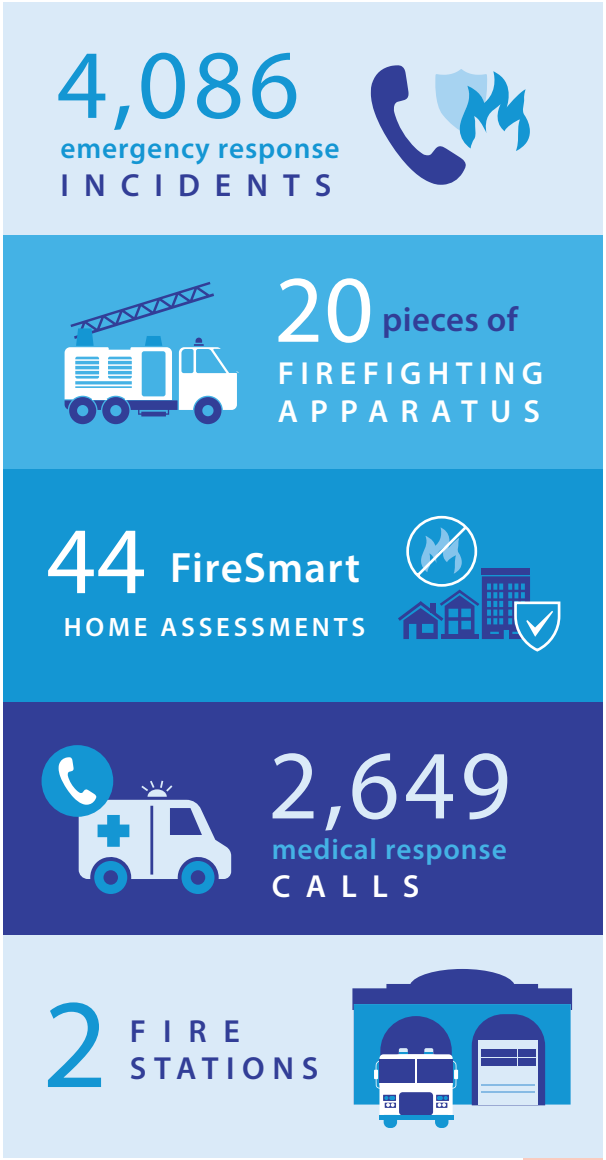
PFD provides a wide range of services to meet the expectations of the community and its many visitors, including fire suppression, pre-hospital medical emergency, and various rescues, including motor vehicle incidents, industrial accidents and technical rescue.

2023 Achievements

- **Assisted community safety and security** with the introduction of a new training series for the **City's Emergency Operations Centre (EOC)** staff.
- The FireSmart Team hosted the first-ever Penticton community event: **Ember Stomp** in May 2023.
- Penticton Emergency Support Services (ESS) received the **Emergency Management Exemplary Service Award**.
- Penticton Fire Department provided **key resources and support** to neighbouring communities impacted by the 2023 wildfire season.
- Community welcome reception held to unveil the **new rescue engine for Fire Hall #2**.

Facts and Stats 2023

- **2** Fire Stations and **1** Training Facility
- **20** pieces of firefighting apparatus
- **7,265** hours of firefighting training and **719** hours (estimated) of course work completed
- **4,086** emergency response incidents
- **2,649** medical response calls
- **1,495** fire and life safety inspections
- **44** FireSmart home assessments
- **722 kg+** of wildfire fuel removal by weight*
- **4,303** Emergency Support Services (ESS) volunteer hours



Incomplete statistics available in 2023 due to reporting available from subcontracted bin collection.



The Penticton Fire Department makes training and safety a top priority and uses on-site facilities for the work.



RCMP

What We Do

The core values of integrity, compassion, respect, and accountability are at the heart of our operations at the Penticton RCMP. Our mission is clear: to safeguard the public, uphold the rule of law, and maintain order in our community. Through vigilant investigations, proactive crime prevention measures, and empathetic assistance, we are dedicated to ensuring the security and welfare of all individuals. By fostering collaborative partnerships within the community, we strive to build trust and cultivate positive relationships. Whether conducting patrols, inquiries, engaging and supporting youth and a diverse community, or providing aid during crises, we remain steadfast in our commitment to uphold our values, ensuring that each action reflects our dedication to serving with integrity and distinction.

2023 Achievements

- Amalgamated two units to create a new **Crime Reduction Unit**, providing a more effective model utilizing one Corporal supervisor, six Constables, and a Crime Analyst. The team's mandate reflects the entirety of the work they are addressing in the community and region.
- **Crime statistics are trending downwards**, especially in property crime where some crime trends have decreased by over 30 percent.
- **A strong 2023 lobbying campaign** to the province resulted in an Integrated Crisis Response Team (ICRT) for the City of Penticton coming to fruition, with the announcement of an agreement between the City, the RCMP, and Interior Health. In early 2024, this team began operating and partners a psychiatric nurse with an RCMP member to serve the most vulnerable in the community.

- **Organized an array of engaging social/training events** designed to bolster well-being among members and staff and strengthen team bonds, fostering a vibrant and supportive workplace culture.
- Council saw remarkable success in its **Digital Forensic Technician (DFT) role** within the detachment. Created in 2021, the DFT extracts evidence from various digital devices. Over the past year they have processed over 100 devices. Our success is recognized by other RCMP Detachments, who are considering our model when designing their own program.



Superintendent Beth McAndie joined the Penticton RCMP in 2023.



Facts and Stats 2023

- **20,700** Calls for Service
- **857** Charges Forwarded
- **1167** Prisoners Lodged
- **174** Police Dog Service Interventions
- **104** Forensic Identification Files
- **408** Victim Services Referrals
- **106** Impaired Driving Investigations
- **242** Motor Vehicle Act Violation Tickets
- **362** Motor Vehicle Collision Investigations
- **39** Restorative Justice Referrals
- **677** Volunteer Hours
- **422** Mental Health Act Calls for Service
- **1745** calls with Mental Health Component

Financial Statements



Report from the Chief Financial Officer

May 2024



Mayor Bloomfield and members of Council,

I am pleased to present the City of Penticton's 2023 Annual Financial Report for the year ended December 31, 2023.

The purpose of this report is to publish The City's consolidated financial statements, Auditor's Report and provide an update on City services and projects, pursuant to Sections 98 and 167 of the *Community Charter*. The information presented in this document reflects the results of the past year's work on Council Priorities 2022-2026, which help guide how the City will deliver services to the community today and for years to come.

The City of Penticton is committed to our ability to manage a portfolio of financial and physical assets that meet the current and future needs of our community. In 2023, The City continued to strive to enhance financial sustainability, drive innovation, and modernize service delivery.

Demand for the City's services remains high, the population continues to grow, and inflation remains a concern for households and businesses alike. The City continues to manage these factors while working hard to support residents and businesses in a fiscally responsible manner.

In this Annual Report, Council and the public are provided with an update on the progress that has been made by all divisions within the City of Penticton for 2023. It highlights the work that has been completed, identifies projects that remain in development and notes new projects that have been added to the City's Financial Plan through the annual budget process. The City provides a number

of services to the community including public safety, transportation, infrastructure, recreation, development services, water, sewer and electrical services, parks and solid waste disposal. The estimated costs for providing those services are contained in the 2024 – 2028 Financial & Corporate Business Plan with actual results detailed in our 2023 Financial Statements.

These financial statements and supplementary financial schedules have been prepared by City staff in conformance with Generally Accepted Accounting Principles as prescribed by the Public Sector Accounting Standards (PSAS). The City maintains systems of internal budgetary and accounting controls that provide assurance for safeguarding of assets and the reliability of information.

The external auditor, BDO Canada LLP, conducted an independent audit of the 2023 Consolidated Financial Statements in accordance with Canadian auditing standards and, in their opinion, determined them to be presented fairly and not materially misstated.

Financial Highlights

Financial results from 2023 saw an increase in the City's net financial assets of $6.5 million bringing the total net financial assets to $82 million. This resulted in a 3.5% increase in the accumulated surplus for a total of $413 million for 2023.

Consolidated revenues for the City were $153 million in 2023, a 10.7% increase over 2022. The increase is attributed to higher taxation revenue, higher investment interest returns and a one-time grant from the Growing Communities Fund.

Consolidated expenditures were $139 million, an increase of 5.2% from 2022 which is mainly attributable to contractual wage increases, safety costs including Police, Fire and Bylaw, and inflationary increases in goods and services.

The general revenue fund saw an overall surplus of $215 thousand, with revenues coming in at $123 million, an increase of 12% from 2022. Revenues increased over the previous year due to an increase in taxation revenues, federal/provincial grant proceeds, the Growing Communities Grant and investment interest returns, which were higher than anticipated.

Expenditures in 2023 increased by 12%. The main drivers behind this increase relate to investment in natural assets for creek rehabilitation, which was 100% grant funded, contractual wage increases, policing costs and inflationary increases in goods and services.

Overall reserve funds have increased to $130 million, a change of 14% from 2022. The increase of funds can be attributed to receipt of the Growing Communities Fund as well as unexpended capital budgets being carried into subsequent years which resulted in higher than forecasted reserve balances. These reserves will be utilized in future years when those capital projects are completed.

Council Priorities

In 2023, the City continued to take steps to maintain services for the community while incorporating increases for past services enhancements for public safety. City Council approved a tax increase for 2023 of 9.5% which included a portion of the 10% tax deferral from 2022 into future years to address inflation and mitigate the impacts of COVID-19 on the public. This deferral of taxation was planned to be phased in over the years 2023-2025 while continuing to offset losses by using general surplus funds.

For 2023, the City's Financial Plan continued to be guided by community safety, which remains one of Council's main priorities. As such, City Council approved additional resources for both the RCMP and Fire Services with the intent to continue to improve

capacity for the City's protective services. The City of Penticton is committed to managing social issues proactively by creating a stronger presence for safety enforcement and improving the quality of life and experience in Penticton for residents and visitors alike.

Housing, sustainable growth and development remains paramount while at the same time addressing aging infrastructure and providing services the community requires. In 2024, the City will continue moving forward with the Asset and Amenity Management Project, "Civic Spaces and Places" by beginning the development and design of Public Safety Buildings.

The City's statements provide key financial information and results to keep taxpayers, residents, and business leaders informed on the financial performance and delivery of City programs and services. The vision for the City of Penticton to be a healthy, vibrant, and resilient waterfront community remains our north star and having a strong financial foundation allows us to accomplish this goal.

Under the guidance and direction of our Mayor and Council, the City of Penticton is financially well positioned to support the community and deliver quality services as we continue to evolve in a rapidly changing environment.

Respectfully submitted,



Angela Campbell
Director of Finance & Administration

> The City of Penticton is committed to our ability to manage a portfolio of financial and physical assets that meet the current and future needs of our community. In 2023, The City continued to strive to enhance financial sustainability, drive innovation, and modernize service delivery.

Management's Responsibility for Financial Reporting

The accompanying financial statements of the Corporation of the City of Penticton are the responsibility of management and have been approved by Mayor and Council.

The financial statements have been prepared by management in accordance with Canadian public sector accounting standards. Certain amounts used in preparation of the financial statements are based on management's best estimate and judgements. Actual results could differ as additional information becomes available in the future. When alternative accounting methods exist, management has chosen those it deems most appropriate in the circumstances, in order to ensure that the financial statements are presented fairly, in all material respects.

The Corporation of the City of Penticton maintains systems of internal accounting and administrative controls of reasonable quality, consistent with reasonable costs. Such systems are designed to provide reasonable assurance that the financial information is relevant, reliable and accurate and the entity's assets are appropriately accounted for and adequately safeguarded.

The Corporation of the City of Penticton is responsible for ensuring that management fulfills its responsibilities for financial reporting and is ultimately responsible for reviewing and approving the financial statements.

The Mayor and Council review the financial statements and recommend their approval. The Mayor and Council meet periodically with management, as well as the external auditors, to discuss internal controls over the financial reporting process, auditing matters and financial reporting issues, to satisfy themselves that each party is properly discharging their responsibilities, and to review the financial statements and external auditor's report. The Mayor and Council also consider the engagement of the external auditors.

The financial statements have been audited by BDO Canada LLP Chartered Professional Accountants in accordance with Canadian generally accepted auditing standards. The independent auditors report expresses their opinion on these statements. The auditors have full and free access to the accounting records as well as Mayor and Council.

Approved on behalf of Mayor and Council



Mayor

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Independent Auditor's Report

To the Mayor and Council of the Corporation of the City of Penticton

Opinion

We have audited the financial statements of the Corporation of the City of Penticton and its controlled entities (the "Consolidated Entity"), which comprise the consolidated statement of financial position as at December 31, 2023, and the consolidated statement of operations and accumulated surplus, the consolidated statement of change in net financial assets and the consolidated statement of cash flows for the year then ended, and notes to the consolidated financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying consolidated financial statements present fairly, in all material respects, the consolidated financial position of the Consolidated Entity as at December 31, 2023, and its consolidated results of operations, its consolidated change in net financial assets, and its consolidated cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Consolidated Financial Statements* section of our report. We are independent of the Consolidated Entity in accordance with the ethical requirements that are relevant to our audit of the consolidated financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Unaudited Information

We have not audited, reviewed or otherwise attempted to verify the accuracy or completeness of the unaudited schedules of the Consolidated Entity's financial statements.

Responsibilities of Management and Those Charged with Governance for the Consolidated Financial Statements

Management is responsible for the preparation and fair presentation of the consolidated financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the consolidated financial statements, management is responsible for assessing the Consolidated Entity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Consolidated Entity or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Consolidated Entity's financial reporting process.

BDO Canada LLP, a Canadian limited liability partnership, is a member of BDO International Limited, a UK District limited by guarantee, and forms part of the international BDO network of independent member firms.

Auditor's Responsibilities for the Audit of the Consolidated Financial Statements

Our objectives are to obtain reasonable assurance about whether the consolidated financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these consolidated financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the consolidated financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Consolidated Entity's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Consolidated Entity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the consolidated financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Consolidated Entity to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the consolidated financial statements, including the disclosures, and whether the consolidated financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Obtain sufficient appropriate audit evidence regarding the financial information of the entities or business activities within the Consolidated Entity to express an opinion on the consolidated financial statements. We are responsible for the direction, supervision and performance of the group audit. We remain solely responsible for our audit opinion.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

BDO Canada LLP

Chartered Professional Accountants

Penticton, British Columbia
May 7, 2024

THE CITY OF PENTICTON
CONSOLIDATED STATEMENT OF FINANCIAL POSITION
DECEMBER 31, 2023

	2023	2022
Financial Assets		
Cash	$ 8,812,569	$ 7,582,478
Investments (Note 2)	138,419,219	125,705,069
Accounts Receivable (Note 3)	15,860,222	15,799,143
Cash deposits and demand notes (Note 15)	2,794,555	2,469,052
	165,886,565	151,555,742
Financial Liabilities		
Accounts Payable and Accrued Liabilities	18,579,705	19,671,163
Development Cost Charges (Note 4)	17,504,483	18,760,686
Deferred Revenue (Note 5)	9,481,303	7,746,391
Deposits	7,155,893	6,191,646
Long Term Debt (Note 9)	25,017,514	20,767,185
Asset Retirement Obligations (Note 11)	2,887,942	-
MFA Debt Reserve (Note 15)	2,794,555	2,469,052
	83,421,395	75,606,123
Net Financial Assets	$ 82,465,170	$ 75,949,619
Non-Financial Assets		
Tangible Capital Assets (Note 12)	$ 322,992,179	$ 317,798,223
Inventory	4,598,029	4,314,642
Prepaid Expenses	2,572,025	571,597
	330,162,233	322,684,462
Accumulated Surplus	$ 412,627,403	$ 398,634,081

See accompanying notes to the Consolidated Financial Statements.

THE CITY OF PENTICTON
CONSOLIDATED STATEMENT OF OPERATIONS AND ACCUMULATED SURPLUS
YEAR ENDED DECEMBER 31, 2023

	2023 Budget (Note 16)	2023	2022
Revenue			
Taxation (Note 19)	43,227,018	$ 43,246,806	$ 39,122,903
Sales of Services	76,827,484	77,287,788	74,537,779
Government Grants and Transfers (Note 17)	5,835,115	12,327,831	7,431,582
Other Revenue	10,970,375	15,417,658	12,958,012
Other Contributions	4,093,758	5,250,290	3,862,155
Gain (loss) on Disposal and Insurance Proceeds	30,000	(266,206)	498,844
	140,983,750	153,264,167	138,411,275
Expenditure (Note 13)			
General Government	12,448,591	22,176,559	23,343,357
Protective Services	26,213,306	25,387,346	22,520,375
Transportation Services	7,027,944	14,699,310	14,475,233
Environmental Health Services	2,118,832	2,120,384	2,126,030
Public Health and Safety	383,104	383,857	423,727
Environmental Development Services	5,431,121	4,868,449	5,389,187
Recreation and Culture	13,807,807	14,571,658	12,601,593
Electrical Supply	38,683,216	41,946,231	39,162,231
Sewer System Utility	5,099,011	6,340,506	5,759,689
Water Utility Services	4,858,877	6,776,545	6,620,021
	116,071,809	139,270,845	132,421,443
Annual Surplus	24,911,941	13,993,322	5,989,832
Accumulated Surplus, Beginning of Year	398,634,081	398,634,081	392,644,249
Accumulated Surplus, End of Year	423,546,022	$ 412,627,403	$ 398,634,081

See accompanying notes to the Consolidated Financial Statements.

THE CITY OF PENTICTON
CONSOLIDATED STATEMENT OF CHANGE IN NET FINANCIAL ASSETS
YEAR ENDED DECEMBER 31, 2023

	2023 Budget	2023	2022
Annual surplus	24,911,941	$ 13,993,322	$ 5,989,832
Acquisition of Tangible Capital Assets (Note 12)	(27,855,015)	(19,485,640)	(14,641,140)
Amortization (Note 12)	-	16,347,169	14,496,922
Increase in tangible capital assets due to asset retirement obligation	-	(2,756,946)	-
Net Disposal of Tangible Capital Assets (Note 12)	-	362,534	1,542,179
Asset reclassification (Note 12)	-	338,926	648,810
	(2,943,074)	8,799,365	8,036,603
Change in Prepaid Expenses (Increase)	-	(2,000,428)	(4,719)
Acquisition of Supplies Inventories	-	(283,386)	(771,495)
	-	(2,283,814)	(776,214)
Increase in Net Financial Assets	(2,943,074)	6,515,551	7,260,389
Net Financial Assets, Beginning of Year	75,951,619	75,949,619	68,689,230
Net Financial Assets, End of Year	73,008,545	$ 82,465,170	$ 75,949,619

See accompanying notes to the Consolidated Financial Statements.

THE CITY OF PENTICTON
CONSOLIDATED STATEMENT OF CASH FLOWS
YEAR ENDED DECEMBER 31, 2023

	2023	2022
Operating Transactions		
Annual Surplus	$ 13,993,322	$ 5,989,832
Change in Non-Cash Operating Items		
Increase in Accounts Receivable	(61,077)	(5,370,589)
Increase (decrease) in Accounts Payable and Accrued Liabilities	(1,091,458)	4,385,987
Decrease in Development Cost Charges	(1,256,203)	(288,993)
Increase (decrease) in Deferred Revenues	1,734,912	(764,412)
Increase in Deposits	964,247	2,177,834
Increase in Prepaid Expenses	(2,000,428)	(4,719)
Increase in Inventory	(283,386)	(771,496)
Net Disposal of Tangible Capital Assets	362,534	1,542,180
Amortization	16,347,169	14,496,921
Accretion	130,993	-
Asset reclassification	338,931	648,813
	15,186,234	16,051,526
Cash Provided by Operating Activities	29,179,556	22,041,358
Capital Transactions		
Cash Used to Acquire Tangible Capital Assets	(19,485,641)	(14,641,140)
Financing Transactions		
Debt Proceeds	7,800,000	-
Debt Repayment	(3,549,671)	(3,425,948)
Cash Provided by Financing Transactions	4,250,329	(3,425,948)
Investing Transactions		
Increase in Investments	(12,714,150)	(809,777)
Change in Cash	1,230,094	3,164,493
Cash, Beginning of Year	7,582,475	4,417,985
Cash, End of Year	$ 8,812,569	$ 7,582,478

Supplemental Cash Flow Information	2023	2022
Interest Paid	$ 1,688,819	$ 1,206,888

Note: Investment income recognized includes an actuarial addition to the sinking fund

See accompanying notes to the Consolidated Financial Statements.

THE CITY OF PENTICTON
SIGNIFICANT ACCOUNTING POLICIES
DECEMBER 31, 2023

Management's Responsibility for the Financial Statements

The consolidated financial statements of the City are the responsibility of management. They have been prepared in accordance with Canadian generally accepted accounting principles established by the Public Sector Accounting Board. The Corporation of the City of Penticton ("the City") is a municipality in the Province of British Columbia and operates under the provisions of the Community Charter. The City provides municipal services such as fire, public works, planning, parks, recreation and other general government services.

Basis of Consolidation

The consolidated financial statements reflect the assets, liabilities, revenue and expenses of all municipal organizations, committees and Boards which are owned or controlled by the City. All inter-entity transactions and balances have been eliminated. The controlled organizations include:

Penticton Public Library

Deferred Revenue

Funds received for specific purposes which are externally restricted by legislation, regulation or agreement and are not available for general municipal purposes are accounted for as deferred revenue on the Consolidated Statement of Financial Position. The revenue is recognized in the Consolidated Statement of Operations in the year in which it is used for the specified purpose.

Investments

Investments include bank issued notes and bonds and provincial bonds and debentures maturing in the subsequent year.

Revenue Recognition

Taxation

Taxes are recorded at estimated amounts when they meet the definition of an asset, have been authorized and the taxable event occurs. For property taxes, the taxable event is the period for which the tax is levied. Taxes receivable are recognized net of an allowance for anticipated uncollected amounts.

Government Transfers

Government transfers are recognized as revenue in the consolidated financial statements when the transfer is authorized and any eligibility criteria are met, except to the extent that transfer stipulations give rise to an obligation that meets the definition of a liability. Transfers are recognized as deferred revenue when transfer stipulations give rise to a liability. Transfer revenue is recognized in the Consolidated Statement of Operations as the stipulation liabilities are settled.

Utilities

Charges for sewer and water usage are recorded as user fees. Connection fee revenues are recognized when the connection has been established. Conditional grant revenue is recognized to the extent the conditions imposed on it have been fulfilled.

THE CITY OF PENTICTON
SIGNIFICANT ACCOUNTING POLICIES
DECEMBER 31, 2023

Revenue Recognition continued

Fee for Service

Sales of service and other revenue is recognized on an accrual basis.

Financial Instruments

Cash and investments are measured at fair value (hierarchy level one – quoted market prices). All other financial instruments, are measured at cost or amortized cost. The carrying amount of each of these financial instruments is presented on the statement of financial position.

For financial instruments measured using amortized cost, the effective interest rate method is used to determine interest revenue or expense.

For investments measured at cost, the cost method records the initial investment at cost and earnings from such investments are recognized only to the extent received or receivable. When an investment is written down to recognize an impairment loss, the new carrying value is deemed to be the new cost basis for subsequent accounting purposes.

All financial assets are tested annually for impairment. When financial assets are impaired, impairment losses are recorded in the statement of operations.

Transaction costs are added to the carrying value for financial instruments measured using cost or amortized cost. Transaction costs are expensed for financial instruments measured at fair value.

Inventory

The City holds consumable inventory which is recorded at the lower of cost and replacement value. Cost is determined on a weighted average basis.

Non-Financial Assets

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations.

THE CITY OF PENTICTON
SIGNIFICANT ACCOUNTING POLICIES
DECEMBER 31, 2023

Non-Financial Assets continued

Tangible Capital Assets

Tangible capital assets are recorded at cost, net of capital asset disposals, write-downs and amortization. Cost includes all costs directly attributable to acquisition or construction of the tangible capital asset including transportation costs, installation costs, design and engineering fees, legal fees and site preparation costs. Amortization is recorded on a straight-line basis over the estimated life of the tangible capital asset commencing once the asset is available for productive use as follows:

Buildings	20 to 70 years
Roads and Sidewalks	25 to 75 years
Machinery and Equipment	5 to 20 years
Water Infrastructure	50 to 100 years
Sewer Infrastructure	10 to 100 years
Electrical Infrastructure	20 to 50 years
Parks and Recreation Infrastructure	10 to 50 years
Vehicles	10 to 20 years
Furniture and Equipment	10 to 20 years
Computer Hardware and Software	4 to 10 years
Books and Library Materials	5 to 13 years
Construction in progress	No amortization taken

Contributions of Tangible Capital Assets

Tangible capital assets received as contributions are recorded at their fair market value at the date of contribution, where fair value is reasonably determinable, with a corresponding amount recorded as revenue.

Works of Art and Historical Assets

The City holds several works of art and historic treasures that have not been included in the tangible capital assets, including displays at the museum and various works of art and decorations in the facilities.

THE CITY OF PENTICTON
SIGNIFICANT ACCOUNTING POLICIES
DECEMBER 31, 2023

Retirement and Employment Benefits

The City's retirement contributions due during the period to its multi-employer defined benefit plan are expensed as incurred.

City employees belonging to CUPE local 608 are eligible to accumulate sick leave until termination of employment. Unused sick leave is not eligible for payment upon retirement or termination and may not be used as vacation. Employees may accumulate a maximum of 10 days of sick leave.

Reserve for Future Expenditure

Reserves for future expenditure are non-statutory reserves which represent an appropriation of surplus for specific purposes. Transfers to reserves for future expenditure include funds to finance incomplete projects and accumulations for specific purposes.

Statutory Reserve Funds

The use of these funds is restricted by the Community Charter and associated Municipal Bylaws. Statutory reserve funds are funded 100% by cash and temporary investments.

Use of Estimates

The preparation of consolidated financial statements in accordance with Public Sector Accounting Standards requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from management's best estimates as additional information becomes available in the future. Adjustments, if any, will be reflected in the consolidated financial statements in the period that the change in estimate is made, as well as in the period of settlement if the amount is different.

Collection of Taxes on Behalf of Other Taxation Authorities

The City collects taxation revenue on behalf of other entities. Such levies, other revenues, expenses, assets and liabilities with respect to the operations of entities are not reflected in these consolidated financial statements.

Contaminated Sites

A liability for contaminated sites is recognized when an accidental contamination occurs and the following criteria are met:

a) An environmental standard exists
b) Contamination exceeds the environmental standard
c) The City is directly responsible or accepts responsibility for remediation
d) It is expected that future economic benefits will be given up; and
e) A reasonable estimate of the amount can be made.

The liability is recognized as management's estimate of the cost of post-remediation including operation, maintenance and monitoring that are an integral part of the remediation strategy for a contaminated site.

As at December 31, 2023 and 2022, the City has no liability for contaminated sites.

THE CITY OF PENTICTON
SIGNIFICANT ACCOUNTING POLICIES
DECEMBER 31, 2023

Asset Retirement Obligations

An asset retirement obligation is a legal obligation associated with the retirement of a tangible capital asset that the City will be required to settle. The City recognizes asset retirement obligations when there is a legal obligation to incur retirements costs in relation to a tangible capital asset, the past transaction or event giving rise to the liability has occurred, it is expected that future economic benefits will be given up, and a reasonable estimate of the amount can be made.

Asset retirement obligations are initially measured at the best estimate of the amount required to retire a tangible capital asset at the financial statement date. The estimate of a liability includes costs directly attributable to asset retirement activities.

Asset retirement obligations are recorded as liabilities with a corresponding increase to the carrying amount of the related tangible capital asset. Subsequently, the asset retirement costs are allocated to expenses over the useful life of the tangible capital asset. The obligation is adjusted to reflect period-to-period changes in the liability resulting from the passage of time and for revisions to either the timing or the amount of the original estimate of the undiscounted cash flows or the discount rate.

THE CITY OF PENTICTON
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
DECEMBER 31, 2023

1. Change in Accounting Policy

On January 1, 2023, the City adopted Public Accounting Standard PS 3280 Asset Retirement Obligations. This new standard establishes standards for recognition, measurement, presentation and disclosure of legal obligations associated with the retirement of tangible capital assets and replaces PS 3270 Solid Waste Landfill Closure and Post-closure Liability. This standard is effective for fiscal periods beginning on or after April 1, 2022. The City has chosen prospective application of this standard.

2. Investments

	Maturity Date	Effective Interest Rate (%)	2023	2022
Valley First	n/a	-	$ 3,213,007	$ 23,432,628
Valley First	Aug 27, 2024	1.60	5,161,280	5,080,000
Valley First	Mar 30, 2025	5.70	5,000,000	-
Valley First	Dec 14, 2025	5.80	10,000,000	10,000,000
Valley First	Feb 21, 2026	6.00	5,000,000	-
Canaccord	Feb 12, 2024	4.65	5,384,453	5,384,453
Canaccord	May 17, 2024	3.80	9,081,900	9,081,900
Canaccord	May 17, 2024	3.75	5,877,821	5,877,821
Canaccord	Aug 12, 2024	2.80	2,500,000	2,500,000
Canaccord	Aug 24, 2024	2.75	2,500,000	2,500,000
Canaccord	Feb 24, 2025	6.20	5,000,000	-
Canaccord	Apr 4, 2025	6.25	5,439,000	-
Canaccord	Sept 1, 2025	1.90	5,000,000	5,000,000
Canaccord	Mar 31, 2026	5.40	5,000,000	-
Canaccord	Aug 24, 2026	5.99	5,000,000	-
Canaccord	Aug 31, 2026	2.20	5,000,000	5,000,000
Canaccord	Aug 22, 2028	5.94	6,000,000	-
Scotiabank	Sep 22, 2025	6.16	5,000,000	-
National Bank Financial	n/a	-	43,261,758	41,067,055
Valley First Redemptions	n/a	-	-	5,638,937
Canaccord Redemptions	n/a	-	-	5,142,275
			$ 138,419,219	$ 125,705,069

THE CITY OF PENTICTON
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
DECEMBER 31, 2023

3. Accounts Receivable

	2023	2022
Property Taxes	$ 1,329,041	$ 1,269,952
Other Receivables	3,780,181	2,996,077
Federal Government	504,530	1,389,413
Provincial Government	1,140,010	3,646,615
Other Government Agencies	189,172	161,154
Utility Rates Receivable	5,045,964	4,976,929
Accrued Interest Receivable	3,960,604	1,427,983
Cemetery Trust Fund Receivable (Payable)	(89,280)	(68,980)
	$ 15,860,222	$ 15,799,143

4. Development Cost Charges (DCC)

The City collects development cost charges to pay for a proportionate share of infrastructure related to new growth. When the related costs are incurred, the DCCs are recognized as revenue.

	2023	2022
DCC by Type		
Roads DCC	$ 1,317,134	$ 2,070,651
Parks DCC	659,153	902,011
Drainage DCC	1,259,284	1,127,322
Waste Water DCC	10,750,154	10,985,760
Water DCC	3,518,758	3,674,942
	17,504,483	18,760,686
DCC Activity		
Balance, Beginning of Year	18,760,686	19,049,679
Return on Investments	881,065	527,549
DCCs Levied in the Year	1,035,955	1,356,681
Transfers	(3,173,223)	(2,173,223)
	$ 17,504,483	$ 18,760,686

4. Development Cost Charges (DCC) continued

In 2010, Council adopted Economic Incentive Zone Bylaw and in 2022 adopted an updated Development Cost Charge Bylaw. The purpose of these bylaws was to spur development in key areas of the City, promote sustainable development and promote the development of affordable rental housing. The bylaws also contain provisions to encourage high-end hotel development.

The Development Cost Charges and Economic Incentive tax exemption program have been implemented in accordance with the provisions of Section 933(1) of the Local Government Act and Section 226 of the Community Charter, respectively. In 2023, $296,871 (2022 - $295,504) of Economic Incentive tax exemptions were granted.

5. Deferred Revenue

Funds received for specific purposes which are externally restricted by legislation, regulation or agreement and are not available for general municipal purposes are accounted for as Deferred Revenue on the Consolidated Statement of Financial Position. The revenue is recognized in the Consolidated Statement of Operations in the year in which it is used for the specified purpose. Deferred Revenue is comprised of the following:

	Taxes	Recreation	Other	Total
Balance at December 31, 2022	$ 6,018,852	548,173	$ 1,179,366	$ 7,746,391
Collected	11,980,038	1,057,827	1,647,291	14,685,156
Recognized	(11,329,178)	(945,732)	(675,334)	(12,950,244)
Balance at December 31, 2023	$ 6,669,712	660,268	$ 2,151,323	$ 9,481,303

THE CITY OF PENTICTON
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
DECEMBER 31, 2023

6. Pension Liability

The City and its employees contribute to the Municipal Pension Plan (the Plan), a jointly trusteed pension plan. The Board of Trustees, representing plan members and employers, is responsible for administering the Plan, including investment of the assets and administration of benefits. The Plan is a multi-employer defined benefit pension plan. Basic pension benefits are based on a formula. As at December 31, 2022, the Plan has about 240,000 active members and approximately 124,000 retired members. Active members include approximately 43,000 contributors from local governments.

Every three years, an actuarial valuation is performed to assess the financial position of the plan and adequacy of plan funding. The actuary determines an appropriate combined employer and member contribution rate to fund the Plan. The actuary's calculated contribution rate is based on the entry-age normal cost method, which produces the long-term rate of member and employer contributions sufficient to provide benefits for the average future entrants to the plan. This rate may be adjusted for the amortization of any actuarial funding surplus and will be adjusted for the amortization of any unfunded actuarial liability.

The most recent actuarial valuation as at December 31, 2021 indicated a $3,761 million funding surplus for basic pension benefits on a going concern basis.

The City of Penticton paid $2,649,914 (2022 - $2,490,003) for employer contributions to the Plan in fiscal 2023.

The next valuation will be as at December 31, 2024.

Employers participating in the Plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the Plan records accrued liabilities and accrued assets for the Plan in aggregate, resulting in no consistent and reliable basis for allocating the obligation, assets and cost to individual employers participating in the Plan.

7. Contingent Liabilities

a. Regional District of Okanagan Similkameen

Under Section 836 of the Local Government Act, all monies borrowed by a Regional District, shall be upon its credit at large and shall, in the event of any default, constitute an indebtedness of the member municipalities for which they are jointly and severally liable. At December 31, 2023, the long term debt of the Regional District aggregated $80,684,489 (2022 - $81,042,444).

7. Contingent Liabilities continued

b. General Contingencies

From time to time there are potential claims against the City for incidents which arise in the ordinary course of business. In the opinion of management and legal counsel, the outcomes of the claims are not determinable at this time and cannot be estimated. Should any loss result from the resolution of these claims, such loss will be charged to operations in the year of resolution.

c. Municipal Insurance Association

The City is a participant in the Municipal Insurance Association of British Columbia. Should the Association pay out claims in excess of premiums received, it is possible the City along with other participants, would be required to contribute towards the deficit.

8. Letters of Credit

In addition to the performance deposits reflected in the Consolidated Statement of Financial Position, the City is holding irrevocable Letters of Credit in the amount of $963,353 which were received from depositors to ensure their performance of works to be undertaken within the City. These amounts are not reflected in the consolidated financial statements but are available to satisfy liabilities arising from non-performance by the depositors.

9. Long Term Debt

Long term debt reported on the Consolidated Statement of Financial Position is comprised of the following:

	2023	2022
Long Term Debt	$ 25,017,514	$ 20,767,185

Principal repayments relating to long term debt of $25,017,514 outstanding are due as follows (in thousands):

	2024	2025	2026	2027	2028	Thereafter	Sinking Fund
General Fund	$ 949	$ 862	$ 739	$ 578	$ 565	$ 505	$ 3,650
Sewer Fund	587	587	587	430	430	2,510	3,337
Water Fund	652	652	652	652	612	1,706	3,775
	$ 2,188	$ 2,101	$ 1,978	$ 1,660	$ 1,607	$ 4,721	$ 10,762

THE CITY OF PENTICTON
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
DECEMBER 31, 2023

9. Long Term Debt continued

Long term debt is secured by the assets of the City. The Long Term Debt is held by the Municipal Finance Authority. The principal payments are invested by the Municipal Finance Authority into a Sinking Fund. The principal repayments are currently estimated at between 3-3.75%. The 2023 earnings in the Sinking Fund were calculated to be $1,331,027 and are included in Other Revenue on the Consolidated Statement of Operations.

THE CITY OF PENTICTON
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
DECEMBER 31, 2023

10. Debt Issued and Outstanding

LIA B Law	S/1 B Law	Issue	Issue Date	Purpose	Issue Amount	Outstanding Amount	Term (Years)	Maturity	Rate (%)	2023 Payments Interest	2023 Payments Principal
General Fund											
2003-15	2268	81	22-Apr-04	Storm Sewer	$ 337,500	$ 25,792	20	2024	2.850	$ 9,619	$ 10,207
2004-16	859-2004	85	25-Oct-04	Parks - Land Acquisition	1,680,000	128,388	20	2024	2.250	37,800	50,807
2004-18	859/2004	85	25-Oct-04	Roads Works -S. Main St.	195,000	14,902	20	2024	2.250	4,388	5,897
2004-19	859/2004	85	15-Oct-04	Road Design-Main St.	150,000	11,463	20	2024	2.250	3,375	4,536
2004-20	859/2004	85	25-Oct-04	Integrated Waterfront	550,000	42,032	20	2024	2.250	12,375	16,633
2004-21	859/2004	93	25-Oct-04	Youth Park	50,000	3,821	20	2024	2.250	1,125	1,512
2004-11	1108/2004	93	06-Apr-05	Wine Information Centre	800,000	99,306	20	2025	5.100	6,284	47,809
2004-20	1108-2004	93	06-Apr-05	Integrated Waterfront	520,000	64,549	20	2025	5.100	4,084	31,073
2004-21	614/2005	95	13-Oct-05	Youth Park	150,000	20,306	20	2025	0.910	1,365	6,112
2005-18	615/2005	95	13-Oct-05	Integrated Waterfront	825,000	111,685	20	2025	0.910	7,508	33,618
2006-15	17/17/2006	99	07-Nov-06	Road Works-Fairview/Ind	1,595,000	325,693	20	2026	1.530	24,404	53,563
2006-17	17/17/2006	99	07-Nov-06	Sportsfields	3,200,000	653,427	20	2026	1.530	48,960	107,462
2006-33	273/2007	102	02-Nov-07	Integrated Waterfront '06	350,000	93,270	20	2027	3.900	13,650	13,143
2006-76	024/2008	103	23-Apr-08	Wellness Centre	3,000,000	982,719	20	2028	2.650	96,600	100,745
2007-41	333/2008	104	20-Nov-08	Cemetery-Columbarium	2,500,000	818,932	20	2028	2.900	72,500	83,954
2007-52	333/2008	104	20-Nov-08	Indoor Soccer Facility	1,000,000	327,573	20	2028	2.900	29,000	33,582
2007-57	333/2008	104	20-Nov-08	Integrated Waterfront	530,000	173,614	20	2028	2.900	15,370	17,798
2007-52	638/2009	106	13-Oct-09	Indoor Soccer Facility	415,000	160,076	20	2029	2.250	9,338	13,936
2007-52	15/30/2010	110	08-Apr-10	Indoor Soccer Ph2	586,000	257,131	20	2030	1.280	7,501	21,542
2009-14	15/30/2010	110	08-Apr-10	Pool Upgrades	7,400,000	3,247,047	20	2030	1.280	94,720	272,037
2007-52	B25/2011	116	04-Apr-11	Indoor Soccer Facility	135,000	66,594	20	2031	1.470	1,985	4,963
2009-43	B25/2011	116	04-Apr-11	Road Wrks-Smythe Dr	447,000	220,499	20	2031	1.470	6,571	16,432
26/2018				Downtown 300 Block Main Street	1,530,000	-	5		-	1,817	306,000
					27,945,500	7,848,819				510,339	1,253,361

THE CITY OF PENTICTON
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
DECEMBER 31, 2023

10. Debt Issued and Outstanding continued

LIA B Law	S/1 B Law	Issue	Issue Date	Purpose	Issue Amount	Outstanding Amount	Term (Years)	Maturity	Rate (%)	2023 Payments Interest	2023 Payments Principal
Water Fund											
2006-07	17/07/2006	99	07-Nov-06	Naramata Rd. Upgrade	4,670,000	953,596	20	2026	1.530	71,451	156,827
2007-83	333/2008	104	20-Nov-08	Water Filtration Plant	4,000,000	1,310,292	20	2028	2.900	116,000	134,327
2007-83	638/2009	106	13-Oct-09	Water Filtration Plant	3,900,000	1,504,330	20	2029	2.250	87,750	130,969
2022-33	394/2022	159	13-Jun-23	Ridgedale Reservoir	4,700,000	4,700,000	20	2043	4.150	97,525	-
					17,270,000	8,468,218				372,726	422,123
Sewer Fund											
2006-61	273/2007	102	02-Nov-07	Septage Handling Facility	1,050,000	279,811	20	2027	2.250	40,950	39,429
2008-10	332-2008	104	02-Nov-07	Sewer System Upgrade	8,000,000	2,620,583	20	2028	2.900	232,000	268,654
2008-10	638-2009	106	13-Oct-09	Sewer Plant Expansion	7,000,000	2,700,083	20	2029	2.250	157,500	235,072
2022-31	394-2022	159	13-Jun-2023	AWWTP	3,100,000	3,100,000	20	2043	4.150	64,325	-
					19,150,000	8,700,477				494,775	543,155
					$ 64,365,500	$ 25,017,514				$ 1,377,840	$ 2,218,639

11. Asset Retirement Obligations

The City owns and operates several assets that are known to have asbestos and lead paint, which represent a health hazard upon demolition or renovation of the assets. There is a legal obligation to remove and dispose of the hazardous materials. Following the adoption of Public Accounting Standard PS 3280 Asset Retirement Obligations, the City recognized an obligation relating to the removal of the hazardous materials in these assets as estimated at January 1, 2023. The transition and recognition of asset retirement obligations involved an accompanying increase to the Buildings and Land Infrastructure capital assets. The increase in capital assets is amortized on a straight-line basis over the remaining expected useful life of the related assets.

The City has adopted this standard prospectively. Estimated costs totalling $4,268,850 have been inflated using an inflation rate of 2.15% and discounted using the City's average borrowing rate of 4.73%. The timing of these expenditures is estimated to occur between 2023 and 2042 with the regular replacement renovation, or disposal of assets. No recoveries are expected at this time.

	2023
Initial recognition of expected discounted cash flows	$ 2,756,949
Increase due to accretion	130,993
	$ 2,887,942

THE CITY OF PENTICTON
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
DECEMBER 31, 2023

12. Tangible Capital Assets

The City of Penticton budgets for Tangible Capital Assets (TCA) as well as non-operating repairs and maintenance through the capital budget. During the year, the City incurred $28,020,608 of expenditures that fall within the Capital Budget. Of this amount, $19,438,295 met the TCA capitalization policy criteria while the remaining $8,582,313 was expensed due to the expenditure being outside the TCA capitalization policy criteria or they were related to repairs and maintenance.

	Land	Buildings	Equipment	Sewer Infrastructure	Water Infrastructure	Electrical Infrastructure	Roads	Construction in Progress	2023 Total
COST									
Opening Balance	$ 55,299,911	$ 171,586,366	$ 54,643,093	$ 58,983,856	$ 63,564,745	$ 85,985,307	$103,674,440	$ 8,449,807	$ 602,187,525
Add: Additions	47,388	631,929	3,893,799	1,874,882	1,576,033	47,572	1,628,759	9,785,278	19,485,640
Add: Additions due to ARO recognition (Note 11)	251,074	2,505,875	-	-	-	-	-	-	2,756,949
Add: Trsf to/from Construction in Progress	-	43,127	4,147,769	38,518	420,303	457,415	215,106	(5,323,238)	-
Less: Disposals	-	992,280	743,535	-	-	-	-	-	1,735,815
Re-classification	-	-	-	-	-	-	-	(338,930)	(338,930)
	55,598,373	173,775,017	61,941,126	60,897,256	65,561,081	86,490,294	105,518,305	12,572,917	622,355,369
ACCUMULATED AMORTIZATION									
Opening Balance	-	95,965,087	38,191,373	16,286,947	23,825,878	46,836,912	63,283,105	-	284,389,302
Add: Amortization	-	5,129,071	3,270,748	1,291,402	1,044,863	2,683,052	2,928,033	-	16,347,169
Less: Acc Amortization on Disposals	-	718,042	655,239	-	-	-	-	-	1,373,281
	-	100,376,116	40,806,882	17,578,349	24,870,741	49,519,964	66,211,138	-	299,363,190
Net Book Value for Year Ended Dec. 31, 2023	$ 55,598,373	$ 73,398,901	$ 21,134,244	$ 43,318,907	$ 40,690,340	$ 36,970,330	$ 39,307,167	$ 12,572,917	$ 322,992,179

THE CITY OF PENTICTON
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
DECEMBER 31, 2023

12. Tangible Capital Assets continued

	Land	Buildings	Equipment	Sewer Infrastructure	Water Infrastructure	Electrical Infrastructure	Roads	Construction in Progress	2022 Total
COST									
Opening Balance	$ 54,952,999	$ 171,245,111	$ 51,988,121	$ 58,359,846	$ 62,465,696	$ 84,605,031	$100,531,105	$ 5,952,267	$ 590,100,176
Add: Additions	1,848,176	167,480	2,954,977	558,379	1,046,744	1,167,841	3,030,309	3,867,234	14,641,140
Add: Trsf to/from Construction in Progress	-	173,774	103,711	65,632	52,304	212,435	113,026	(720,882)	-
Less: Disposals	1,501,263	-	403,718	-	-	-	-	-	1,904,981
Re-classification to Financial Assets	-	-	-	-	-	-	-	(648,810)	(648,810)
	55,299,912	171,586,365	54,643,091	58,983,857	63,564,744	85,985,307	103,674,440	8,449,809	602,187,525
ACCUMULATED AMORTIZATION									
Opening Balance	-	90,977,086	35,846,317	15,073,856	22,824,852	45,231,433	60,301,638	-	270,255,182
Add: Amortization	-	4,988,001	2,707,857	1,213,091	1,001,026	1,605,479	2,981,467	-	14,496,921
Less: Acc Amortization on Disposals	-	-	362,801	-	-	-	-	-	362,801
	-	95,965,087	38,191,373	16,286,947	23,825,878	46,836,912	63,283,105	-	284,389,302
Net Book Value for Year Ended Dec. 31, 2022	$ 55,299,912	$ 75,621,278	$ 16,451,718	$ 42,696,910	$ 39,738,866	$ 39,148,395	$ 40,391,335	$ 8,449,809	$ 317,798,223

THE CITY OF PENTICTON
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
DECEMBER 31, 2023

13. Reporting by Object

	2023	2022
Salaries and Benefits	$ 38,044,648	$ 35,654,039
Goods and Services	64,777,723	64,433,752
Interest	1,688,819	1,206,888
Amortization	16,347,170	14,496,921
Accretion	130,993	-
Other Expenses	2,963,548	3,069,854
Vehicle & Equipment Maintenance	5,158,426	4,939,604
Policing Agreement	10,159,518	8,620,385
	$ 139,270,845	$ 132,421,443

14. Credit Facilities

a. Line of Credit

The City holds a $5,000,000 line of credit with the Valley First Credit Union. This line of credit has a borrowing rate of prime 7.2% (2022 - 7.2%) and is secured by promissory note as indicated in the Revenue Anticipation Borrowing Bylaw 2011 No. 5003.

As of December 31, 2023 there was no balance outstanding (2022 - $NIL).

b. Bank Indebtedness

The City holds a $7,130,000 EFT limit.

15. Municipal Finance Authority

Cash Deposits and Demand Notes - The City issues the majority of its debt instruments through the Municipal Finance Authority. As a condition of these borrowings, a portion of the debt proceeds is withheld by the Municipal Finance Authority as a debt reserve fund. The City also executes demand notes in connection with each debt borrowing whereby the City may be required to loan certain amounts to the Municipal Finance Authority. These demand notes are contingent in nature.

Proceeds on loan requests are 98.40% of the gross amount of the loan. 1% is deducted by the MFA for security against loan default (this is held in trust by the MFA in its Debt Reserve Fund and will be refunded to clients, with interest, at loan expiry). The remaining 0.60% is deducted as an issue expense to cover the costs of administering the Debt Reserve Fund.

THE CITY OF PENTICTON
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
DECEMBER 31, 2023

15. Municipal Finance Authority continued

	2023	2022
Cash deposits	$ 2,794,555	$ 2,469,052

16. Budget

The Financial Plan (Budget) Bylaw No. 2023-09 adopted by Council on April 18, 2023 was not prepared on a basis consistent with that used to report actual results (Public Sector Accounting Standards). The budget figures anticipated use of reserves accumulated in previous years to reduce current year expenditures in excess of current year revenues to Nil. In addition, the budget expensed all tangible capital expenditures rather than including amortization expense. As a result, the budget figures presented in the Consolidated Statements of Operations and change in Consolidated Net Financial Assets represent the Financial Plan adopted by Council with adjustments as follows:

	2023
Financial Plan (Budget) Bylaw surplus for the year	$ -
Add:	
Transfer to Funds/Reserves	28,604,513
Debt Principal Repayments	2,218,646
Budgeted Capital Expenditures - General	15,195,450
Budgeted Capital Expenditures - Electric	5,294,740
Budgeted Capital Expenditures - Sewer	3,155,800
Budgeted Capital Expenditures - Water	4,209,025
Less:	
Budgeted Transfers from Surplus	33,766,233
Budget Surplus per Consolidated Statement of Operations	$ 24,911,941

THE CITY OF PENTICTON
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
DECEMBER 31, 2023

17. Transfers From Other Governments

	2023	2022
Community Building Fund (Gas Tax)	$ 1,610,446	$ 1,543,768
Capital Grants	2,193,637	2,981,727
Traffic fine revenue sharing	360,000	359,030
Edmonton Avenue Child Care Centre	38,675	1,565,671
Okanagan Basin Water Board grants	155,777	152,338
Local Government Climate Action Program	189,082	189,082
Growing Communities	7,177,000	-
Library	169,114	132,298
Miscellaneous	434,100	507,668
	$ 12,327,831	$ 7,431,582

18. Penticton Public Library

The establishment of a municipal public library in the City of Penticton Bylaw 2639 was passed December 8, 1969. The Bylaw indicates that the City exercises control over the Penticton Public Library and is required to fund its operations as per the Library Act. The Penticton Public Library assets as managed by the Library Board are recorded as assets of the City. The operations of the Penticton Public Library have been wholly consolidated by the City.

THE CITY OF PENTICTON
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
DECEMBER 31, 2023

19. Taxation

	Budget	2023	2022
Municipal Taxation			
Real Property	$ 42,647,018	$ 42,715,221	$ 38,575,222
Special Assessments	87,000	87,228	87,228
Grants in Lieu	493,000	444,357	460,453
Total municipal taxation	43,227,018	43,246,806	39,122,903
Collections For other Governments			
School	17,988,430	19,428,130	17,989,195
Regional District	2,521,751	2,498,768	2,358,940
Regional Hospital	2,530,000	2,573,998	2,529,865
BCAA	490,000	531,493	491,028
Total collections for other taxing authorities	23,530,181	25,032,389	23,369,028
Transfers to Other Governments	(23,530,181)	(25,067,633)	(23,353,375)
Supplemental Taxation Recovered (Remitted)	-	35,244	(15,653)
Net taxation for municipal purposes	$ 43,227,018	$ 43,246,806	$ 39,122,903

20. Comparative Figures

Certain comparative figures have been reclassified to conform with the current year presentation.

21. Contractual Rights

Contractual rights are rights to economic resources arising from contracts or agreements that will result in an asset in the future. The City's contractual rights arise because of contracts entered into for long-term land leases that grant rights to the City, upon termination of the lease, to any Building(s) the Tenant has constructed on the land. The following listing outlines the nature, amount, and timing for each of the City's contractual rights to future assets:

The Penticton Golf & Country Club

The Lease Agreement between The City of Penticton and The Penticton Golf & Country Club dated July 1, 2007, will generate an asset to the City upon expiry of the lease. The Lease Agreement grants the right of ownership of the Golf Clubhouse Building to the City; the current market value for this building is $1,669,000. This is a 26 year, 4 month Lease, due to expire in 2033.

Art Gallery of the South Okanagan (Inc. 9986)

The Lease Agreement between The City of Penticton and the Art Gallery of the South Okanagan (Inc, 9986) dated October 1, 1999, will generate an asset to the City upon expiry of the lease. The Lease Agreement grants the right of ownership of the Art Gallery Building to the City; the current market value for this building is $2,807,000. This is a 5 year Lease, due to expire in 2025.

Penticton Seniors' Drop-in Centre Society

The Lease Agreement between The City of Penticton and the Penticton Seniors' Drop-in Centre Society dated May 31, 2019, will generate an asset to the City upon expiry of the lease. The Lease Agreement grants the right of ownership of the Drop-In Centre Building to the City; the current market value for this building is $5,836,000. This is a 20 year Lease, due to expire in 2039.

Gateway Casinos & Entertainment Limited

The Lease Agreement between The City of Penticton and Gateway Casinos & Entertainment Limited dated May 4, 2016, will generate an asset to the City upon expiry of the lease. The Lease Agreement grants the right of ownership of the Casino Building to the City; the current market value for this building is $11,011,000. This is a 20 year Lease, due to expire in 2036 with two 10-year extension options.

One Sky Community Resources Society

The Lease Agreement between the City of Penticton and One Sky Community Resources Society dated October 1, 2021, will generate an asset to the City upon expiry of the lease. The Lease Agreement grants the right of ownership of the daycare to the City; the current market value for this building is $2,152,000. This is a 60 year Lease, due to expire in 2081.

22. Financial Instruments

Financial Instrument Risk Management

The City is exposed to credit risk, liquidity risk, and interest rate risk from its financial instruments. This note describes the City's objectives, policies, and processes for managing those risks and the methods used to measure them. Further qualitative and quantitative information in respect of these risks is presented below and throughout these financial statements.

There have not been any changes from the prior year in the City's exposure to above risks or the policies, procedures and methods it uses to manage and measure the risks.

Credit risk

Credit risk is the risk that one party to a financial instrument will cause a financial loss for the other party by failing to discharge an obligation. The City is exposed to credit risk through its cash, accounts receivable, and portfolio investments.

The City manages it credit risk by selecting only investments that ensure preservation of capital and leveraging portfolio diversification. The City measures its exposure to credit risk based on portfolio constraints, credit ratings and exposure to asset classes. The maximum exposure to credit risk at the financial statement date is the carrying value of its cash and accounts receivable as outlined in Notes 2 and 3. Accounts receivable arise primarily as a result of taxation, utilities, and grants receivable. Based on this knowledge, credit risk of cash and accounts receivable are assessed as low.

The City manages exposure to credit risk for portfolio investments by ensuring adequate diversification including maintaining investments in the Municipal Finance Authority which meets the investment requirements of Section 183 of the Community Charter of the Province of BC. As a result, the Municipality has reduced exposure to market or value risk.

Liquidity risk

Liquidity risk is the risk that the City will encounter difficulty in meeting obligations associated with financial liabilities. The City is exposed to liquidity risk through its accounts payable and accrued liabilities, long-term debt, and investments.

The City manages this risk by selecting maturity dates that correspond to cash flow requirements. Also to help manage the risk, the City has in place a planning, budgeting and forecasting process to help determine the funds required to support the normal operating requirements. The City's five-year financial plan is approved by the Mayor and Council, which includes operational activities and capital investments. The City measures its exposure to liquidity risk based on financial forecasting and extensive budgeting.

Interest rate risk

Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market interest rates. The City is exposed to interest rate risk through its long-term debt and the value of portfolio investments.

The City manages interest rate risk on its long-term debt by holding all debt through MFA at a fixed rate, with refinancing typically being completed at the ten or fifteen year mark. Therefore, fluctuations in market interest rates would not impact future cash flows and operations relating to long-term debt. See Note 10 for interest rates and maturity dates for long term debt.

22. Financial Instruments continued

Investments that are subject to interest rate risk are MFA pooled investment funds (see Note 2, National Bank Financial). The risk is caused by changes in interest rates. As interest rates rise, the fair value of the MFA pooled investment funds notes decrease and, as interest rates fall, the fair value of these investments increase.

As a result of diversification by security type, only a portion of the overall investment portfolio is exposed to interest rate risk. As at December 31, 2023 the amount of the investment portfolio exposed was $0 (2022 - $0) per Note 2.

23. Segmented Information

The City is a diversified municipal government institution that provides a wide range of services to its citizens such as transit, police, fire, water and electricity. Distinguishable functional segments have been separately disclosed in the segmented information. The nature of the segments and the activities they encompass are as follows:

General Government Services

General Government operations are primarily funded by property taxation. This segment includes all of the revenues and expenses that relate to the operations of the City itself and cannot be directly attributed to one of the other specific segments including administration, financial services, human resources, information technology, and revenue and collections.

Protective Services

Protection is comprised of police services, fire protection , bylaw services, dog control and building and licensing services. The police services work to ensure the safety and protection of the citizens and their property. The fire department is responsible to provide fire suppression service, fire prevention programs, training and education.

Transportation Services

Transportation is responsible for the delivery of municipal public works services related to the City's public transit services, roads and maintenance, bridges, drainage systems, public works, street lighting and traffic control.

Environmental Health Services

Environmental services consists of providing waste disposal to citizens.

Public Health and Safety

Health services are comprised of public health services; this segment includes the operation of the City's Cemeteries.

Environmental Development Services

This segment includes city planning, land management, economic development and ensures all property development and land use is in line with City Bylaw's and policies and is in the best interest of the community.

Recreation and Culture

This segment provides services meant to improve health and development of the City's citizens. Recreational programs and cultural programs like swimming and skating lessons are provided at the arenas, the aquatic centre and the community centre.

THE CITY OF PENTICTON
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
DECEMBER 31, 2023

23. Segmented Information continued

Recreation and Culture continued

centre. Also, the City provides library services to assist with its citizens' informational needs and a museum that houses collections and artifacts. The segment also includes parks, land administration and the City's net contribution to the operations of the South Okanagan Events Centre.

Electrical Utility

The electrical supply system is responsible for distribution of electricity to the City's citizens and businesses. This segment includes all of the operating activities related to the supply of the City's electricity.

Sewer Utility

The City's sanitary sewer system collects, conveys and treats and disposes of domestic and industrial wastewater. This segment includes all of the operating activities related to the collection and treatment of wastewater (sewage) throughout the City.

Water Utility

The water utility is responsible for planning, designing, building and operating and maintaining the City's water system and includes all of the operating activities related to the treatment and distribution of water throughout the City.

24. Cemetery Perpetual Trust Fund

The Cemetery Trust fund is established in accordance with the Cremation, Interment, and Funeral Services Act, to upkeep the cemetery grounds/facilities upon closure of the cemetery. As per legislation, current interest income earned on the Reserve balance may be used to offset cemetery operating and capital expenditures. Annual cemetery operating and capital expenditures are approved by Council through the annual budgeting process. The trust fund assets and liabilities are not included in the consolidated financial statements. At December 31, 2023, the balance of funds held in trust was $1,279,463 (2022 - $1,197,261).

THE CITY OF PENTICTON
SCHEDULE OF SEGMENT DISCLOSURE
DECEMBER 31, 2023

	General Government Services	Protective Services	Transportation Services	Environmental Health Services	Public Health and Safety	Environmental Development Services	Recreation and Culture	Electrical Utility	Sewer Utility	Water Utility	2023 Total
REVENUE											
Taxation	$ 43,246,806	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 43,246,806
Sales of Services	1,998,720	3,225,160	2,131,947	3,003,232	483,017	339,761	2,466,532	44,526,955	9,016,400	10,096,064	77,287,788
Government Grants and Transfers	9,214,693	128,607	2,223,921	-	-	177,825	427,008	-	155,777	-	12,327,831
Other Revenue	12,537,289	1,293,204	-	-	-	1,447,267	95,322	8,412	-	36,164	15,417,658
Other Contributions	426,712	19,825	1,590,829	-	-	-	-	918,038	1,406,752	888,134	5,250,290
Gain on Disposal	(274,238)	-	4,599	-	-	-	3,433	-	-	-	(266,206)
	67,149,982	4,666,796	5,951,296	3,003,232	483,017	1,964,853	2,992,295	45,453,405	10,578,929	11,020,362	153,264,167
EXPENDITURE											
Salaries and Benefits	6,491,149	12,963,521	2,194,344	90,580	29,340	1,843,854	7,296,381	2,530,213	2,080,187	2,525,079	38,044,648
Goods and Services	4,488,088	1,551,483	7,305,490	2,019,968	279,959	1,815,020	6,236,726	36,301,680	1,958,995	2,820,314	64,777,723
Interest	296,283	-	51,037	-	72,500	-	387,663	-	507,432	373,904	1,688,819
Amortization	8,902,547	-	2,928,033	-	-	-	-	2,683,052	1,121,422	712,116	16,347,170
Accretion	130,993	-	-	-	-	-	-	-	-	-	130,993
Other Expenses	1,440,525	101,411	16,352	145	-	1,205,220	75,728	71,528	5,290	47,349	2,963,548
Vehicle & Equipment Maintenance	426,974	611,413	2,204,054	9,691	2,058	4,355	575,160	359,758	667,180	297,783	5,158,426
Policing Agreement	-	10,159,518	-	-	-	-	-	-	-	-	10,159,518
	22,176,559	25,387,346	14,699,310	2,120,384	383,857	4,868,449	14,571,658	41,946,231	6,340,506	6,776,545	139,270,845
Excess (Deficiency) of Revenues Over Expenditures	$ 44,973,423	$ (20,720,550)	$ (8,748,014)	$ 882,848	$ 99,160	$ (2,903,596)	$ (11,579,363)	$ 3,507,174	$4,238,423	$ 4,243,817	$ 13,993,322

THE CITY OF PENTICTON
SCHEDULE OF SEGMENT DISCLOSURE
DECEMBER 31, 2022

	General Government Services	Protective Services	Transportation Services	Environmental Health Services	Public Health and Safety	Environmental Development Services	Recreation and Culture	Electrical Supply	Sewer System Utility	Water Utility Services	2022 Total
REVENUE											
Taxation	$ 39,122,903	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 39,122,903
Sales of Services	1,929,129	3,519,540	2,003,564	2,873,038	390,607	530,212	2,220,499	42,847,261	8,612,757	9,611,171	74,537,779
Government Grants and Transfers	3,523,541	369,390	2,754,732	-	-	207,399	424,182	-	152,338	-	7,431,582
Other Revenue	9,671,046	1,732,356	-	-	-	1,374,640	172,270	7,700	-	-	12,958,012
Other Contributions	544,338	-	533,652	-	-	-	-	663,803	1,318,042	802,320	3,862,155
Gain on Disposal	177,730	-	-	-	-	238,737	82,377	-	-	-	498,844
	54,968,687	5,621,286	5,291,948	2,873,038	390,607	2,350,988	2,899,328	43,518,764	10,083,137	10,413,491	138,411,275
EXPENDITURE											
Salaries and Benefits	6,195,854	11,716,716	2,016,035	207,052	45,227	1,992,643	6,602,374	2,594,734	1,872,727	2,410,677	35,654,039
Goods and Services	6,881,765	1,527,325	7,439,489	1,911,889	298,646	2,225,497	5,081,243	34,635,302	1,796,605	2,635,991	64,433,752
Interest	29,540	-	62,161	-	72,500	-	368,762	-	403,804	270,121	1,206,888
Amortization	8,103,450	-	2,573,875	-	-	-	-	1,605,479	1,213,091	1,001,026	14,496,921
Other Expenses	1,664,633	81,093	19,970	1,285	-	1,160,946	35,895	51,784	6,579	47,669	3,069,854
Vehicle & Equipment Maintenance	468,115	574,856	2,363,703	5,804	7,354	10,101	513,319	274,932	466,883	254,537	4,939,604
Policing Agreement	-	8,620,385	-	-	-	-	-	-	-	-	8,620,385
	23,343,357	22,520,375	14,475,233	2,126,030	423,727	5,389,187	12,601,593	39,162,231	5,759,689	6,620,021	132,421,443
Excess (Deficiency) of Revenues Over Expenditures	$ 31,625,330	$(16,899,089)	$ (9,183,285)	$ 747,008	$ (33,120)	$ (3,038,199)	$ (9,702,265)	$ 4,356,533	$4,323,448	$ 3,793,470	$ 5,989,832

THE CITY OF PENTICTON
GENERAL REVENUE FUND
STATEMENT OF OPERATIONS
YEAR ENDED DECEMBER 31, 2023
(UNAUDITED)

	2023 Budget	2023	2022
Revenue			
Taxation	$ 43,227,018	$ 43,246,806	$ 39,122,903
Sales of Services	18,372,562	19,635,322	19,335,456
Government Grants and Transfers	2,624,177	12,172,054	7,279,244
Transfer From Other Funds/Reserves	5,934,661	5,463,801	6,219,921
Other Revenue	10,960,075	15,373,082	12,950,313
Other Contributions	426,712	2,037,366	1,077,990
Sale of Assets	30,000	(266,206)	498,844
Collections For other Governments	23,530,181	25,032,389	23,369,027
	105,105,386	122,694,614	109,853,698
Expenditure			
Salaries and Benefits	31,229,541	31,617,697	29,428,381
Goods and Services	21,451,890	25,542,160	27,405,404
Interest	492,020	807,484	532,962
Principal Payments	1,253,368	1,253,366	1,250,015
Other Expenses	2,990,410	2,839,379	2,963,821
Vehicle & Equipment Maintenance	2,612,244	3,833,705	3,943,252
Policing Agreement	11,315,000	10,159,518	8,620,385
Transfer to Other Funds/Reserves	10,230,732	21,357,927	11,886,973
Transfers to Other Governments	23,530,181	25,067,633	23,353,375
	105,105,386	122,478,869	109,384,568
EXCESS OF REVENUES OVER EXPENDITURES	-	215,745	469,130
CHANGE IN FUND BALANCES	-	215,745	469,130
FUND BALANCES, BEGINNING OF YEAR	10,115,549	10,115,549	9,646,419
FUND BALANCES, END OF YEAR	$ 10,115,549	$ 10,331,294	$ 10,115,549

THE CITY OF PENTICTON
RESERVE FUNDS
STATEMENT OF FINANCIAL POSITION
YEAR ENDED DECEMBER 31, 2023
(UNAUDITED)

	2023	2022
Balance, Beginning of Year	$ 31,882,412	$ 30,069,059
Add		
Transfers from:		
Revenue Funds	21,315,576	6,110,128
Interest Earned	2,156,920	864,483
Non-Statutory Reserves	13,500,000	-
Deduct		
Transfers to:		
Capital Funds	4,162,968	5,161,258
	$ 64,691,940	$ 31,882,412
STATUTORY RESERVE FUND BALANCES		
Affordable Housing Reserve	273,132	260,175
Alternative Transportation Reserve	237,443	219,833
Asset Sustainability	9,637,874	7,377,259
Capital Reserve Fund	1,283,314	1,644,735
Community Works Reserve	3,133,266	3,064,694
Electric Capital Reserve Fund	8,231,959	5,400,752
Equipment Replacement Reserve	8,745,223	7,314,267
Growing Communities	7,276,715	-
Land Acquisition Reserve	1,304,258	1,235,553
Local Improvement Reserve	1,358,570	1,278,779
Off-Street Parking Reserve	171,753	144,568
Parkland Acquisition Reserve	270,756	221,301
Public Amenity Reserve	163,371	155,621
Sewer Capital Reserve	10,612,381	1,455,497
Tax Sale Lands Reserve	8,725	8,311
Water Capital Reserve	11,983,200	2,101,067
Balance, End of Year	$ 64,691,940	$ 31,882,412

THE CITY OF PENTICTON
RESERVE FUNDS
STATEMENT OF CHANGES IN FUND BALANCES
YEAR ENDED DECEMBER 31, 2023
(UNAUDITED)

	Balance, Beginning of Year	Transfer from General Revenue Fund	Interest Earned	Transfer to/from General Revenue/Capital Fund	2023 Total
Reserve					
Affordable Housing	$ 260,175	$ -	$ 12,957	$ -	$ 273,132
Alternate Transportation	219,833	6,500	11,110	-	237,443
Asset Sustainability	7,377,259	2,160,393	408,039	(307,817)	9,637,874
Capital	1,644,735	-	71,137	(432,558)	1,283,314
Community Works	3,064,694	1,610,446	150,580	(1,692,454)	3,133,266
Electric Capital	5,400,752	-	331,207	2,500,000	8,231,959
Equipment Replacement	7,314,267	2,693,518	390,503	(1,653,065)	8,745,223
Growing Communities	-	7,177,000	176,788	(77,073)	7,276,715
Land Acquisition	1,235,553	7,000	61,705	-	1,304,258
Local Improvement	1,278,779	15,716	64,075	-	1,358,570
Off-Street Parking	144,568	19,500	7,685	-	171,753
Parkland Acquisition	221,301	37,500	11,955	-	270,756
Public Amenity	155,621	-	7,750	-	163,371
Sewer Capital	1,455,497	2,935,000	221,884	6,000,000	10,612,381
Tax Sale Lands	8,311	-	414	-	8,725
Water Capital	2,101,067	4,653,000	229,133	5,000,000	11,983,200
	$ 31,882,412	**$ 21,315,573**	**$ 2,156,922**	**$ 9,337,033**	**$ 64,691,940**

THE CITY OF PENTICTON
RESERVES
STATEMENT OF CHANGES IN FUND BALANCES
YEAR ENDED DECEMBER 31, 2023
(UNAUDITED)

	Balance, Beginning of Year	Transfers In	Transfers Out	Interest	Inter-fund Borrowing	2023 Total
Non-Statutory						
Asset Emergency	$ 4,115,859	$ -	$ (415,883)	$ -	$ -	$ 3,699,976
Cemetery Land	133,000	-	-	-	-	133,000
Climate Action	668,510	226,902	(140,862)	-	-	754,550
Election	-	37,500	-	-	-	37,500
Electric Surplus	18,372,976	-	(3,543,216)	-	(1,963,106)	12,866,654
Financial Stabilization	2,743,108	150,388	-	-	-	2,893,496
Gaming	1,848,216	1,658,924	(1,760,791)	-	-	1,746,349
General Surplus	10,115,549	215,745	-	-	-	10,331,294
Investment Income	1,369,942	-	(1,369,942)	-	-	-
Marinas	432,404	72,691	(34,627)	-	-	470,468
Multi-Material BC	1,362,054	578,910	(287,500)	-	-	1,653,464
OAP	102,624	339,719	(40,000)	-	-	402,343
Parking & Revitalization	51,765	-	-	-	-	51,765
Public Art	76,771	-	(76,771)	-	-	-
RCMP	613,000	311,383	(82,874)	-	-	841,509
Sewer Equipment Replacement	350,000	-	-	-	-	350,000
Sewer Surplus	8,000,317	-	(4,463,983)	-	-	3,536,334
Storm Water	610,043	444,302	(128,663)	-	-	925,682
Urban Forest	10,800	2,950	-	-	-	13,750
Water Surplus	10,007,988	-	(4,647,452)	-	-	5,360,536
West Bench Capital	1,185,185	-	-	-	-	1,185,185
West Bench Water	1,253,376	-	(78,336)	-	-	1,175,040
	63,423,487	4,039,414	(17,070,900)	-	(1,963,106)	48,428,895
Statutory	31,882,412	21,315,573	9,337,033	2,156,922	-	64,691,940
DCC	18,760,686	1,035,955	(3,173,223)	881,065	-	17,504,483
	$ 114,066,585	$ 26,390,942	$ (10,907,090)	$ 3,037,987	$ (1,963,106)	$ 130,625,318

**inter-fund borrowing to be repaid by general fund (2023-2033)*

THE CITY OF PENTICTON
RESERVE
GROWING COMMUNITIES RESERVE FUND
YEAR ENDED DECEMBER 31, 2023
(UNAUDITED)

	2023	2022
GROWING COMMUNITIES RESERVE FUND		
Receipt of grant	$ 7,177,000	$ -
Interest	176,788	-
	7,353,788	-
Deduct Eligible Costs:		
Engineering Intersection Design	40,294	-
Decorative Seasonal Lighting	36,779	-
	77,073	-
Balance, End of Year	$ 7,276,715	$ -

THE CITY OF PENTICTON
SEWER REVENUE FUND
STATEMENT OF OPERATIONS
YEAR ENDED DECEMBER 31, 2023
(UNAUDITED)

	2023 Budget	2023	2022
Revenue			
Sales of Services	$ 9,053,057	$ 9,120,400	$ 8,716,757
Government Grants and Transfers	152,338	155,777	152,338
Other Contributions	1,258,132	1,406,752	1,318,043
Transfer From Other Funds/Reserves	543,155	2,544,890	1,152,102
	11,006,682	13,227,819	11,339,240
Expenditure			
Salaries and Benefits	2,144,346	2,080,188	1,872,727
Goods and Services	2,663,735	3,060,084	2,784,821
Interest	500,200	507,432	403,804
Principal Payments	543,155	543,155	538,987
Other Expenses	-	5,290	6,579
Vehicle & Equipment Maintenance	885,827	667,180	466,883
Transfer to Other Funds/Reserves	4,269,419	10,828,473	2,875,341
	11,006,682	17,691,802	8,949,142
EXCESS OF REVENUES OVER EXPENDITURES	-	(4,463,983)	2,390,098
CHANGE IN FUND BALANCES	-	(4,463,983)	2,390,098
FUND BALANCES, BEGINNING OF YEAR	8,000,317	8,000,317	5,610,219
FUND BALANCES, END OF YEAR	$ 8,000,317	$ 3,536,334	$ 8,000,317

THE CITY OF PENTICTON
WATER REVENUE FUND
STATEMENT OF OPERATIONS
YEAR ENDED DECEMBER 31, 2023
(UNAUDITED)

	2023 Budget	2023	2022
Revenue			
Sales of Services	$ 10,393,355	$ 10,153,064	$ 9,666,171
Transfer From Other Funds/Reserves	78,336	3,983,829	2,441,784
Other Revenue	-	36,164	-
Other Contributions	488,379	888,135	457,065
	10,960,070	15,061,192	12,565,020
Expenditure			
Salaries and Benefits	2,248,739	2,525,078	2,410,677
Goods and Services	2,895,567	3,935,624	3,643,271
Interest	380,951	373,904	270,121
Principal Payments	422,123	422,123	422,123
Other Expenses	34,320	47,349	47,669
Vehicle & Equipment Maintenance	408,617	297,783	254,537
Transfer to Other Funds/Reserves	4,569,753	12,106,783	6,057,314
	10,960,070	19,708,644	13,105,712
EXCESS OF REVENUES OVER EXPENDITURES	-	(4,647,452)	(540,692)
CHANGE IN FUND BALANCES	-	(4,647,452)	(540,692)
FUND BALANCES, BEGINNING OF YEAR	10,007,988	10,007,988	10,548,680
FUND BALANCES, END OF YEAR	$ 10,007,988	$ 5,360,536	$ 10,007,988

THE CITY OF PENTICTON
ELECTRIC REVENUE FUND
STATEMENT OF OPERATIONS
YEAR ENDED DECEMBER 31, 2023
(UNAUDITED)

	2023 Budget	2023	2022
Revenue			
Sales of Services	$ 45,355,703	$ 44,731,063	$ 43,049,370
Other Revenue	10,300	8,412	7,700
Other Contributions	-	918,038	663,803
Transfer From Other Funds/Reserves	2,458,778	5,976,827	4,316,109
	47,824,781	51,634,340	48,036,982
Expenditure			
Salaries and Benefits	2,215,229	2,530,213	2,594,734
Goods and Services	37,610,689	37,791,192	36,177,750
Other Expenses	88,577	71,528	51,784
Vehicle & Equipment Maintenance	251,100	359,758	274,932
Transfer to Other Funds/Reserves	7,659,186	14,424,865	11,095,590
	47,824,781	55,177,556	50,194,790
EXCESS OF REVENUES OVER EXPENDITURES	-	(3,543,216)	(2,157,808)
CHANGE IN FUND BALANCES	-	(3,543,216)	(2,157,808)
FUND BALANCES, BEGINNING OF YEAR	21,833,066	21,833,066	23,990,874
FUND BALANCES, END OF YEAR	$ 21,833,066	$ 18,289,850	$ 21,833,066

THE CITY OF PENTICTON
STORM WATER
STATEMENT OF REVENUE AND EXPENDITURE
YEAR ENDED DECEMBER 31, 2023
(UNAUDITED)

	2023 Budget	2023	2022
REVENUE			
Sales of Services	$ 1,197,958	$ 1,182,806	$ 957,387
EXPENDITURE			
Salaries and Benefits	313,111	311,029	264,069
Goods and Services	171,750	157,222	125,388
Vehicle & Equipment Maintenance	46,250	38,090	25,964
Transfer to Other Funds/Reserves	666,847	232,163	177,735
	1,197,958	738,504	593,156
EXCESS OF REVENUES OVER EXPENDITURES	$ -	$ 444,302	$ 364,231

THE CITY OF PENTICTON
CEMETERY PERPETUAL TRUST FUND
YEAR ENDED DECEMBER 31, 2023
(UNAUDITED)

	2023	2022
ASSETS		
Bank Term Deposits	$ 1,190,183	$ 1,128,282
Less:		
Due From General Revenue Fund	(89,280)	(68,980)
	$ 1,279,463	$ 1,197,262
SURPLUS		
Balance, Beginning of Year	$ 1,197,261	$ 1,152,141
Add:		
Care Fund Contributions	50,251	45,120
Interest Earned	61,951	29,420
	112,202	74,540
Deduct:		
Cemetery Maintenance	30,000	29,420
Balance, End of Year	$ 1,279,463	$ 1,197,261

Development Cost Charges

Development cost charges (DCCs) are fees that municipalities collect from new development to help pay for the cost of infrastructure services that are needed for community growth. DCC's are imposed by bylaw pursuant to the *Local Government Act* with the charges being intended to facilitate development by providing a method to fund capital projects related to roads, drainage (storm water), sewer, waterworks, and parkland. DCC funds can be expended either to fund projects fully at the time of project completion or can be used to offset debt servicing costs.

Local governments are permitted to temporarily lend available money from one DCC reserve fund to another. The money, along with appropriate interest, must be returned to the original reserve fund.

The City's DCC program supports community development and integrates with longer-term plans. Infrastructure requirements are based on the Official Community Plan (OCP). Per the July 2023 Housing Needs Assessment report, Penticton is growing at a rate of 1.9% per year and is expected to be home to 56,000 residents by 2046.

The last Development Cost Charge Review resulted in Development Cost Charges Bylaw No. 2022-38 and was adopted on October 18, 2022. This process follows local government best practices and reflects current development conditions in the community such as revised growth projections, changing construction costs, and new infrastructure capital works.

In the fall of 2023, the Province implemented changes to Development Cost Charge / Development Cost Levies (DCLs), which expanded the program to include fire protection, police, solid waste and recycling facilities and a new Amenity Cost Charges (ACCs) program, legislative framework that allows municipalities to collect ACC's for amenities such as community centers, recreational facilities, libraries, day care and public squares.

Municipal Assist Factors

The *Local Government Act* requires local governments to assist in the cost of new infrastructure. The municipal assist factor reflects Council and the community's support towards the financing costs of new infrastructure. The level of the assist, determined by City Council, reflects a benefit to the existing population while encouraging development and housing affordability.

City of Penticton current assist factor based on Council Resolution 230/2022

- Roads 1%
- Water Mains 1%
- Water Plants 1%
- Parks 1%
- Wastewater 1%
- Storm Water 1%



Development Cost Charges Reserve Funds

DCC by Type	Opening Balance	DCC's Levied	Expenditures*	Interest	2023 Balance
Roads	$ 2,070,651	$ 222,277	$ 1,058,099	$ 82,306	$ 1,317,134
Parks	902,011	87,826	368,613	37,929	659,153
Storm (Drainage)	1,127,322	73,978	0	57,983	1,259,284
Wastewater	10,985,760	494,451	1,258,132	528,075	10,750,154
Water	3,674,943	157,423	488,379	174,771	3,518,758
Total	**$ 18,760,686**	**$ 1,035,955**	**$ 3,173,223**	**$ 881,065**	**$ 17,504,483**

** Expenditures include project expenses, one time adjustments, annual transfers and debt financing costs*

Project Expenditures 2023

Roads

- $1.0M Point Intersection at Kinney Avenue and South Main Street
- $53k debt payments – Fairview Road and Industrial Avenue
- $5k debt payments – Main Street

Parks

- $154k debt payment and annual transfer - Munson Mountain Land Purchase
- $215k debt payment and annual transfer - New Playing Fields

Sewer

- $850k debt payment and annual transfer - Lee Avenue Lift Station, Forcemain and Inlet Sewer Upgrades
- $408k debt payment and annual transfer – Advanced Wastewater Treatment Plant Expansion from LWMP

Water

- $488k debt payments and annual transfer - Water Filtration Plant Upgrade

Planned DCC Spending

Total planned project expenses funded through DCCs for 2024 and 2025 are included below. Further information on planned DCC projects from 2026 – 2028 can be found in the City's 2024 – 2028 Financial and Corporate Business Plan on the Development Cost Charges Funded Project (page 239).

Roads

- $149k for Sidewalks, Curbs and Gutter Projects (carry forward from 2023)
- $440k AAA Bike Network Plan (carry forward from 2023)
- $185k for Sidewalks, Curbs and Gutter Projects (2024)
- $60k for Intersection and Road Marking Improvements (2025)
- $229k for Sidewalks, Curbs and Gutter Projects (2025)

Parks

- $99k each year KVR Trail Network Master Plan and Improvements (2024 & 2025)

Water

- $775k Ridgedale Reservoir Upgrade (carry forward from 2023)

Sewer

- $2.3M Advanced Wastewater Treatment Plant Upgrades (carry forward from 2023)
- $338k SOEC Lift Station Wet Well Expansion (2024)

Capital Project Highlights

In 2023, City divisions worked to achieve objectives of the City's capital program. Capital investments into the city include: **new assets** that provide a new service to the existing community; **renewal** through replacement of existing capital assets that have reached their end of life, in order to continue to provide existing services; new or renewed capital assets that service **community growth**.









2023 Capital Highlights:

- **Fire Hall #2** new apparatus storage building
- **Fire Hall #2** received a new 100' platform fire truck
- **Columbia Park** sports court upgrades
- **Penticton Creek** restoration project
- New **public washrooms** at Riverside Park
- **Point Intersection Construction** completed in 2023 included: sidewalk and traffic calming at Greenwood Drive and Dartmouth Drive and a new roundabout at South Main Street and Pineview Road. Work to complete the project continues in 2024.



2023 City of Penticton Grant Program

Penticton's vision is to become a "vibrant, innovative and adventurous waterfront city focused on sustainability, community and economic opportunity." To support this vision the City of Penticton provides municipal grants.

These grants are designed to improve the quality of life for Penticton residents, meet the needs of community organizations and fulfill the objectives of City Council in meaningful and measurable ways. Municipal grants may include cash funding and in-kind support, as well as partnering agreements.

Organization	Total Support **
British Columbia Hockey League (BCHL)	$48,267
Canadian Mental Health Association	$500
Canadian Sport School Hockey League (CSSHL)	$10,000
Community Foundation of the S.O.S. (Neighbourhood Small Grants)	$5,000
DPBIA (Alley Activations)	$15,000
DPBIA (Community Market)	$3,161
Dragonfly Pond Family Society	$623
Granfondo*	$100,000
Ha Ha Ha Kidzfest Society	$7,235
Hoodoo Adventures Company Ltd (Expedition Canada)*	$12,000
Hoodoo Adventures Company Ltd (Penticton Beer Run)*	$500
IRONMAN Triathlon*	$174,782
Jean Minguy Memorial Police Youth Academy	$3,000
Okanagan Fruit Tree Project Society	$3,500
Okanagan School of the Arts	$10,000
Okanagan Similkameen Conservation Alliance (Meadowlark Festival)	$3,500
Okanagan Trestles Tour*	$2,825
Okanagan Valley Music Festival Society	$5,000
Okanagan Valley Music Festival Society (PABC Event)	$20,717
Pathways Addictions Resource Centre	$10,000
Pentastic Jazz Festival Society	$9,700
Penticton & Area Access Society	$11,610
Penticton & Area Cycling Association (3BM Crew)	$5,500
Penticton & Area Cycling Association (Bike Valet)	$4,390
Penticton & Area Cycling Association (GoByBike)	$2,500

Organization	Total Support **
Penticton & District Community Arts Council	$12.312
Penticton & District Community Arts Council (Arts Walks)	$3.333
Penticton Art Gallery (Ignite the Arts Festival)	$14.596
Penticton Art Gallery Society	$125.000
Penticton BMX	$4.200
Penticton Concert Band	$600
Penticton Curling Club (Curling Classic)	$15.000
Penticton Elvis Festival	$5.184
Penticton Farmers´ Market	$5.406
Penticton Historic Automobile Society (Peach City Beach Cruise)	$8.742
Penticton Lawn Bowling Club	$1.500
Penticton Paddle Sports Association	$8.966
Penticton Paddle Sports Association (Event)	$10.382
Penticton Peach Festival Society	$22.353
Penticton Public Library*	$8.680
Penticton Recovery Resource Society (Discovery House)	$12.275
Penticton Regional Bridge Tournament (Dino District)	$5.000
Penticton Royalty Society	$1.500
Penticton Scottish Festival Society	$7.848
Penticton Seniors Drop-In Centre	$2.200
Penticton Triathlon Club	$4.029
Rotary Club of Penticton (Ribfest)	$6.869
Royal Canadian Legion Branch 40, Penticton	$3.792
Skaha Bluffs Park Watch Society	$15.000
South Okanagan Loss Society (SOLS)	$8.400
South Okanagan Seniors Wellness Society	$13.000
South Okanagan Seniors Wellness Society (Seniors Week)	$2.500
S.S. Sicamous Society	$65.000
The Penti-Con Association	$4.000
The Penticton Centre for Exceptional Learning	$1.706
Throwdown Series*	$5.000
United Way Emergency Transportation Assistance Program	$7.290
2023 Grand Total	**$880.973**

* Denotes Partnering Agreement
** All listed amounts are rounded to the closest dollar

2023 Permissive Tax Exemptions

Organization Name	Civic Address	Actual 2023 Municipal Taxes
Affordable Living for Today Society	245 Warren Ave. W.	$10,254
BC Wine Info Centre	101 - 553 Vees Dr.	$5,374
BPOE Penticton Elks Lodge #51	343 Ellis St.	$2,890
Canadian Mental Health Association - South Okanagan Similkameen Branch	102 & 103 - 1873 Main St.	$4,372
Community Foundation of the South Okanagan Similkameen	501 Main St.	$28,433
Community Foundation of the South Okanagan Similkameen	1001 Johnson Rd.	$0
Concordia Lutheran Church of Penticton BC	2800 South Main St.	$601
Fraternal Order Of Eagles #4281	1197 Main St.	$4,403
Good Samaritan Canada	270 Hastings Ave.	$50,801
Grace Mennonite Brethren Church	74 Penticton Ave.	$2,058
Green Mountain Congregation of Jehovah's Witnesses	52 Roy Ave.	$4,425
Hellenic Community of Penticton	1265 Fairview. Ave.	$1,870
Holy Cross School	1299 Manitoba St.	$14,346
Living Way Life Church	608 Winnipeg St.	$1,533
Luso Canadian Multicultural Society	135 Winnipeg St.	$2,988
Oasis United Church	2964 Skaha Lake Rd.	$17,304
Okanagan Boys & Girls Clubs	1295 Manitoba St.	$7,712
Okanagan Similkameen Neurological Society	103 - 550 Carmi Ave.	$0
OneSky Community Resources Society	847 Winnipeg St.	$2,302
OneSky Community Resources Society	470 Edmonton Ave.	$4,106
OneSky Community Resources Society	500 Edmonton Ave.	$998
OneSky Community Resources Society	2434 Baskin St.	$1,328
OneSky Community Resources Society	2450 Baskin St.	$1,328
OneSky Community Resources Society	150 McPherson Cres.	$3,078
OneSky Community Resources Society	154 McPherson Cres.	$3,078
OneSky Community Resources Society	101 - 208 Ellis St.	$2,648
OneSky Community Resources Society	330 Ellis St.	$15,265
OneSky Housing Society	107 - 285 Nanaimo Ave. W.	$697
OneSky Housing Society	108 - 285 Nanaimo Ave. W.	$894
OneSky Housing Society	110 - 285 Nanaimo Ave. W.	$736

2023 Permissive Tax Exemptions

Organization Name	Civic Address	Actual 2023 Municipal Taxes
OneSky Housing Society	111 - 285 Nanaimo Ave. W.	$735
OneSky Housing Society	112 - 285 Nanaimo Ave. W.	$1,034
OneSky Housing Society	113 - 285 Nanaimo Ave. W.	$860
OneSky Housing Society	114 - 285 Nanaimo Ave. W.	$1,268
OneSky Housing Society	115 - 285 Nanaimo Ave. W.	$1,153
OneSky Housing Society	101 - 285 Nanaimo Ave. W.	$658
OneSky Housing Society	102 - 285 Nanaimo Ave. W.	$891
OneSky Housing Society	103 - 285 Nanaimo Ave. W.	$891
OneSky Housing Society	104 - 285 Nanaimo Ave. W.	$1,171
OneSky Housing Society	105 - 285 Nanaimo Ave. W.	$916
OneSky Housing Society	106 - 285 Nanaimo Ave. W.	$1,386
OneSky Housing Society	207 - 285 Nanaimo Ave. W.	$710
OneSky Housing Society	208 - 285 Nanaimo Ave. W.	$910
OneSky Housing Society	209 - 285 Nanaimo Ave. W.	$910
OneSky Housing Society	210 - 285 Nanaimo Ave. W.	$1,199
OneSky Housing Society	211 - 285 Nanaimo Ave. W.	$1,206
OneSky Housing Society	212 - 285 Nanaimo Ave. W.	$709
OneSky Housing Society	213 - 285 Nanaimo Ave. W.	$1,421
OneSky Housing Society	214 - 285 Nanaimo Ave. W.	$1,162
OneSky Housing Society	201 - 285 Nanaimo Ave. W.	$738
OneSky Housing Society	202 - 285 Nanaimo Ave. W.	$910
OneSky Housing Society	203 - 285 Nanaimo Ave. W.	$910
OneSky Housing Society	204 - 285 Nanaimo Ave. W.	$1,196
OneSky Housing Society	205 - 285 Nanaimo Ave. W.	$935
OneSky Housing Society	206 - 285 Nanaimo Ave. W.	$1,414
OneSky Housing Society	307 - 285 Nanaimo Ave. W.	$726
OneSky Housing Society	308 - 285 Nanaimo Ave. W.	$928
OneSky Housing Society	309 - 285 Nanaimo Ave. W.	$928
OneSky Housing Society	310 - 285 Nanaimo Ave. W.	$1,224
OneSky Housing Society	311 - 285 Nanaimo Ave. W.	$1,231
OneSky Housing Society	312 - 285 Nanaimo Ave. W.	$721

2023 Permissive Tax Exemptions

Organization Name	Civic Address	Actual 2023 Municipal Taxes
OneSky Housing Society	313 - 285 Nanaimo Ave. W.	$1,449
OneSky Housing Society	314 - 285 Nanaimo Ave. W.	$1,190
OneSky Housing Society	301 - 285 Nanaimo Ave. W.	$712
OneSky Housing Society	302 - 285 Nanaimo Ave. W.	$928
OneSky Housing Society	303 - 285 Nanaimo Ave. W.	$928
OneSky Housing Society	304 - 285 Nanaimo Ave. W.	$1,218
OneSky Housing Society	305 - 285 Nanaimo Ave. W.	$953
OneSky Housing Society	306 - 285 Nanaimo Ave. W.	$1,446
OneSky Housing Society	407 - 285 Nanaimo Ave. W.	$741
OneSky Housing Society	408 - 285 Nanaimo Ave. W.	$947
OneSky Housing Society	409 - 285 Nanaimo Ave. W.	$947
OneSky Housing Society	410 - 285 Nanaimo Ave. W.	$1,249
OneSky Housing Society	411 - 285 Nanaimo Ave. W.	$1,256
OneSky Housing Society	412 - 285 Nanaimo Ave. W.	$737
OneSky Housing Society	413 - 285 Nanaimo Ave. W.	$1,480
OneSky Housing Society	414 - 285 Nanaimo Ave. W.	$1,212
OneSky Housing Society	401 - 285 Nanaimo Ave. W.	$725
OneSky Housing Society	402 - 285 Nanaimo Ave. W.	$947
OneSky Housing Society	403 - 285 Nanaimo Ave. W.	$947
OneSky Housing Society	404 - 285 Nanaimo Ave. W.	$1,243
OneSky Housing Society	405 - 285 Nanaimo Ave. W.	$975
OneSky Housing Society	406 - 285 Nanaimo Ave. W.	$1,474
Ooknakane Friendship Centre	146 Ellis St.	$4,917
Our Redeemer Lutheran Church of Penticton, B.C.	1370 Church St.	$2,103
Penticton & District Community Arts Council	220 Manor Park Ave.	$13,395
Penticton & District Minor Hockey Association	399 Power St.	$1,806
Penticton Alliance Church	197 Brandon Ave.	$5,246
Penticton and District Emergency Program Society	251 Dawson Ave.	$1,455
Penticton and District Multicultural Society	340 Ellis St.	$6,202
Penticton and District Society for Community Living	252 Conklin Ave.	$2,482
Penticton and District Society for Community Living	180 Industrial Ave. W.	$11,671

2023 Permissive Tax Exemptions

Organization Name	Civic Address	Actual 2023 Municipal Taxes
Penticton and District Society for Community Living	259 BackStreet Blvd. (up to 15 units)	$13,861
Penticton and District Society for Community Living	234 Van Horne St.	$2,970
Penticton and District Society for Community Living	1706 Main St.	$12,888
Penticton and District Society for Community Living	453 Winnipeg St. (Chestnut Place)	$3,585
Penticton and District Society for Community Living	146 & 150 Bruce Crt.	$13,233
Penticton Art Gallery	199 Marina Way	$22,617
Penticton Bethel Pentecostal Tabernacle	945 Main St.	$7,397
Penticton Bethel Pentecostal Tabernacle	65 Preston Ave.	$2,606
Penticton Bethel Pentecostal Tabernacle	973 Main St.	$5,636
Penticton BMX Society	630 Munson Mountain Rd.	$3,461
Penticton Christian School Society	1060 Main St.	$1,318
Penticton Community Gardens Society	480 Vancouver Ave.	$1,331
Penticton Curling Club	505 Vees Dr.	$14,133
Penticton Disc Golf Club	500 Marina Way	$8,624
Penticton First Baptist Church	1498 Government St.	$5,151
Penticton Free Presbyterian Church	120 Preston Ave.	$3,490
Penticton Golf & Country Club	600 Comox St.	$8,838
Penticton Golf & Country Club	852 Eckhardt Ave. W.	$14,400
Penticton Kiwanis Housing Society	101 - 150 Van Horne St.	$659
Penticton Kiwanis Housing Society	103 - 150 Van Horne St.	$575
Penticton Kiwanis Housing Society	105 - 150 Van Horne St.	$575
Penticton Kiwanis Housing Society	113 - 150 Van Horne St.	$575
Penticton Kiwanis Housing Society	115 - 150 Van Horne St.	$691
Penticton Kiwanis Housing Society	112 - 150 Van Horne St.	$688
Penticton Kiwanis Housing Society	104 - 150 Van Horne St.	$572
Penticton Kiwanis Housing Society	102 - 150 Van Horne St.	$684
Penticton Kiwanis Housing Society	201 - 150 Van Horne St.	$698
Penticton Kiwanis Housing Society	209 - 150 Van Horne St.	$585
Penticton Kiwanis Housing Society	211 - 150 Van Horne St.	$585
Penticton Kiwanis Housing Society	213 - 150 Van Horne St.	$585
Penticton Kiwanis Housing Society	215 - 150 Van Horne St.	$704

2023 Permissive Tax Exemptions

Organization Name	Civic Address	Actual 2023 Municipal Taxes
Penticton Kiwanis Housing Society	214 - 150 Van Horne St.	$695
Penticton Kiwanis Housing Society	212 - 150 Van Horne St.	$589
Penticton Kiwanis Housing Society	210 - 150 Van Horne St.	$585
Penticton Kiwanis Housing Society	204 - 150 Van Horne St.	$585
Penticton Kiwanis Housing Society	202 - 150 Van Horne St.	$695
Penticton Kiwanis Housing Society	301 - 150 Van Horne St.	$712
Penticton Kiwanis Housing Society	315 - 150 Van Horne St.	$719
Penticton Kiwanis Housing Society	314 - 150 Van Horne St.	$712
Penticton Kiwanis Housing Society	312 - 150 Van Horne St.	$601
Penticton Kiwanis Housing Society	310 - 150 Van Horne St.	$600
Penticton Kiwanis Housing Society	308 - 150 Van Horne St.	$693
Penticton Kiwanis Housing Society	304 - 150 Van Horne St.	$597
Penticton Kiwanis Housing Society	302 - 150 Van Horne St.	$712
Penticton Kiwanis Housing Society	401 - 150 Van Horne St.	$696
Penticton Kiwanis Housing Society	413 - 150 Van Horne St.	$613
Penticton Kiwanis Housing Society	415 - 150 Van Horne St.	$613
Penticton Kiwanis Housing Society	414 - 150 Van Horne St.	$727
Penticton Kiwanis Housing Society	412 - 150 Van Horne St.	$614
Penticton Kiwanis Housing Society	410 - 150 Van Horne St.	$613
Penticton Kiwanis Housing Society	408 - 150 Van Horne St.	$707
Penticton Kiwanis Housing Society	406 - 150 Van Horne St.	$609
Penticton Kiwanis Housing Society	404 - 150 Van Horne St.	$609
Penticton Kiwanis Housing Society	402 - 150 Van Horne St.	$727
Penticton Lawn Bowling Club	260 Brunswick St.	$5,509
Penticton Masonic Building Association	416 Westminster Ave. W.	$4,142
Penticton New Beginnings Christian Fellowship	101 - 96 Edmonton Ave.	$1,083
Penticton Recovery Resource Society	101 Edna Ave.	$2,551
Penticton Recovery Resource Society	633 Winnipeg St.	$0
Penticton Safety Village Society	490 Edmonton Ave.	$7,087
Penticton Seniors' Drop-In Centre Society	2905 South Main St.	$26,333
Penticton Sikh Temple and Indian Cultural Society	3290 South Main St.	$9,219
Penticton Tennis Club	675 Marina Way	$4,996

2023 Permissive Tax Exemptions

Organization Name	Civic Address	Actual 2023 Municipal Taxes
Penticton United Church	696 Main St.	$3,728
Penticton Vineyard Community Church	102 - 1825 Main St.	$9,857
Penticton Yacht Club	3895 Lakeside Rd.	$2,567
Penticton Yacht Club	124 South Beach Dr.	$777
Penticton Yacht Club	293 Marina Way	$12,123
Regional District of Okanagan-Similkameen	176 Main Street	$7,087
Regional District of Okanagan-Similkameen	153 Estabrook Ave.	$3,087
S.S. Sicamous Restoration Society	1099 Lakeshore Dr W.	$9,712
Seventh-day Adventist Church (British Columbia Conference)	290 Warren Ave. W.	$5,320
South Okanagan Similkameen Brain Injury Society	742 Argyle St.	$2,647
South Okanagan Similkameen Brain Injury Society	332 Eckhardt Ave. W.	$2,982
South Okanagan Women in Need Society	Hughes House	$0
South Okanagan Women in Need Society	Tamarack	$0
South Okanagan Women in Need Society	101 - 1027 Westminster Ave. W.	$633
South Okanagan Women in Need Society	102 - 1027 Westminster Ave. W.	$1,298
St. Andrew's Presbyterian Church	397 Martin St.	$1,546
St.Ann's Parish	1296 Main St.	$6,831
St. Ann's Parish (Penticton Recovery Resource Society)	397 Wade Ave. W.	$1,882
St. Ann's Parish (Pregnancy Support Program under OneSky Comm.)	200 Bennett Ave.	$1,885
St. Ann's Parish (St. John Vianney)	361 Wade Ave. W.	$2,863
St. Saviour's Anglican Church	150 Orchard Ave.	$4,789
The British Columbia Society for the Prevention of Cruelty to Animals	2200 Dartmouth Dr.	$18,405
The Care Closet	574 Main St.	$2,938
The Church of Jesus Christ of Latter-day Saints in Canada	2946 South Main St.	$6,867
The Penticton Church of the Nazarene	523 Jermyn Ave.	$3,807
The Penticton Horseshoe Pitchers Club	2905 South Main St.	$2,890
The Penticton Kinsmen Disability Resource Center Society	216 Hastings Ave.	$13,062
The Salvation Army Penticton	2399 South Main St.	$14,284
The Salvation Army Penticton	2469 South Main St.	$4,686
The Salvation Army Penticton	318 Ellis St.	$4,951
YMCA of Okanagan Association	630 Birch Ave.	$2,575
Total Permissive Tax Exemptions	**186 Properties**	**$685,591**

2023 Revitalization Tax Exemptions

Civic Address	2023 Municipal Taxes Forgone
192 Industrial Crt.	$3,345
198 Winnipeg St.	$5,550
361 Martin St.	$8,214
399 Main St.	$11,096
1000 Lakeshore Dr W.	$13,564
553 Vees Dr.	$4,704
21 Lakeshore Dr W.	$144,747
161 Ellis St.	$5,157
101 - 110 Ellis St.	$2,433
102 - 110 Ellis St.	$1,859
103 - 110 Ellis St.	$1,820
201 - 110 Ellis St.	$1,241
202 - 110 Ellis St.	$872
204 - 110 Ellis St.	$995
301 - 110 Ellis St.	$1,568
302 - 110 Ellis St.	$1,086
303 - 110 Ellis St.	$1,256
304 - 110 Ellis St.	$1,329
305 - 110 Ellis St.	$1,391
306 - 110 Ellis St.	$700
307 - 110 Ellis St.	$576
308 - 110 Ellis St.	$945
309 - 110 Ellis St.	$934
310 - 110 Ellis St.	$864
311 - 110 Ellis St.	$862
312 - 110 Ellis St.	$1,103
401 - 110 Ellis St.	$1,241
402 - 110 Ellis St.	$882
403 - 110 Ellis St.	$1,030
404 - 110 Ellis St.	$1,148

2023 Revitalization Tax Exemptions

Civic Address	2023 Municipal Taxes Forgone
405 - 110 Ellis St.	$1,210
406 - 110 Ellis St.	$599
407 - 110 Ellis St.	$599
408 - 110 Ellis St.	$974
409 - 110 Ellis St.	$973
410 - 110 Ellis St.	$851
411 - 110 Ellis St.	$819
412 - 110 Ellis St.	$1,030
501 - 110 Ellis St.	$1,289
502 - 110 Ellis St.	$916
503 - 110 Ellis St.	$1,070
504 - 110 Ellis St.	$1,192
505 - 110 Ellis St.	$1,170
506 - 110 Ellis St.	$621
507 - 110 Ellis St.	$621
508 - 110 Ellis St.	$1,009
509 - 110 Ellis St.	$1,008
510 - 110 Ellis St.	$882
511 - 110 Ellis St.	$846
512 - 110 Ellis St.	$1,067
601 - 110 Ellis St.	$2,740
602 - 110 Ellis St.	$2,476
603 - 110 Ellis St.	$2,491
604 - 110 Ellis St.	$2,543
605 - 110 Ellis St.	$2,101
606 - 110 Ellis St.	$1,891
198 Ellis St.	$6,321
351 Van Horne St.	$1,813
345 Van Horne St.	$1,813
325 Van Horne St.	$1,909

2023 Revitalization Tax Exemptions

Civic Address	2023 Municipal Taxes Forgone
331 Van Horne St.	$1,589
101 - 135 Front St.	$1,387
201 - 135 Front St.	$442
202 - 135 Front St.	$449
203 - 135 Front St.	$442
204 - 135 Front St.	$449
301 - 135 Front St.	$452
302 - 135 Front St.	$452
303 - 135 Front St.	$452
304 - 135 Front St.	$459
401 - 135 Front St.	$460
402 - 135 Front St.	$467
403 - 135 Front St.	$460
404 - 135 Front St.	$467
501 - 135 Front St.	$810
502 - 135 Front St.	$831
99 White Ave E.	$1,646
2147 Dartmouth Rd.	$6,122
647 Okanagan Ave E.	$5,386
117 - 2203 Dartmouth Dr.	$1,611
121 - 2203 Dartmouth Dr.	$1,441
125 - 2203 Dartmouth Dr.	$1,439
129 - 2203 Dartmouth Dr.	$1,803
Total Revitalization Tax Exemptions	**$296,871**

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Council Report

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Date: June 18, 2024
To: Anthony Haddad, City Manager
From: Cheryl Hardisty, Council & Executive Operations Manager
Subject: **2024 UBCM Community Excellence Awards Submission**

Staff Recommendation

THAT Council authorizes staff to submit a Community Excellence Award application to UBCM for the "Books Recycling Turns a New Page" project in the 'Excellence in Service Delivery' and 'Excellence in Sustainability' categories.

Strategic priority objective

Vision: A vibrant, resilient and healthy waterfront city focused on safety, livability and vibrancy.

Mission: Penticton will serve its residents, businesses and visitors through organizational excellence, partnership and the provision of effective and community focused services.

Vibrant & Connected: The City of Penticton will support vibrant and diverse activities creating opportunities for connection in community.

Organizational Excellence: The City of Penticton will support a culture of service excellence built on good governance, leadership and sound financial decisions.

Background

The annual Union of British Columbia Municipalities (UBCM) Community Excellence Awards recognize and celebrate member First Nations, regional districts and local governments that have implemented projects and programs that go above and beyond in meeting the purposes of local government in BC. The awards are designed to profile innovation and unique approaches to inspire other communities to implement them in their communities.

Pursuing awards is an opportunity to reflect on and celebrate the achievements of the City that deliver on Council's priorities and support our vision of a vibrant and resilient community. Further, receiving awards positions Penticton as a desirable place to live, work, play and invest to residents and senior levels of government. Award winners will be revealed in-person at the 2024 UBCM Convention in September in Vancouver.

Below highlights this year's submission:

Excellence in Sustainability and Excellence in Service Delivery

In late 2022, Penticton faced a recycling contamination rate of 13.3%, exceeding the acceptable threshold of 10%. Consequently, RecycleBC required the City to lower this rate or face financial penalties and potential service cuts for residents.

Waste audits revealed that books were a significant contaminant in recycling bins, leading to a campaign to educate residents on proper disposal methods. Due to limited options for convenient book recycling, a pilot project was initiated with a $6,000 budget to create accessible book recycling sites. This initiative not only aimed to inform residents about the prohibition of placing books in home recycling carts but also provided practical solutions.

By focusing on this major contaminant and offering viable alternatives, Penticton successfully reduced contamination rates, improved overall recycling efficiency, and avoided substantial financial penalties.

Respectfully submitted,

Cheryl Hardisty
Council & Executive Operations Manager

Concurrence

City Manager



Council Report

penticton.ca

Date: June 18, 2024 File No: 4320-80
To: Anthony Haddad, City Manager
From: Sheri Raposo, Land Administrator

Subject: **License to Use Agreement: Interior Health Authority – 1701 Government Street**

Staff Recommendation

THAT Council refer the five (5) year License to Use Agreement, with Interior Health Authority, for the use of a portion of the Ellis Creek Walkway located at 1701 Government Street (The Moog & Friends Hospice House) to the Parks & Recreation Advisory Committee for their review and recommendation.

Strategic priority objective

Vibrant & Connected: Support community building partnerships with Penticton Indian Band, other local governments, and organizations, as well as inter-governmental partnerships with the Province and Federal Governments.

Background

Moog & Friends Hospice opened on May 19, 1998. It is Okanagan's first stand-alone hospice, which was made possible by former NHL goalie Andy Moog, his foundation, and the community at large.

It has 12 single-bed rooms, which all look out onto a tranquil garden area on the south side of the single-storey building. The hospice house borders the Ellis Creek Walkway, and a portion of the hospice house gardens are located on City land. The use of the City land has been under a License to Use Agreement for a $1.00 nominal rate since 2004.

The License to Use Agreement was renewed in 2009, 2014 and 2019. The current agreement expires on June 30, 2024.

License to Use Summary

The proposed term of the LTU Agreement will be for a five (5) year term. Interior Health Authority will continue to be responsible for the maintenance and upkeep of the property and be responsible for property taxes.

Financial Implication

Under the proposed License to Use Agreement, Interior Health Authority will have a License to Use Agreement for the property for a $1.00 nominal rate. There are no cost implications to the City.

Park Land Protection and Use Policy References

As the land, that is being used is parkland, the Park Land Protection and Use Policy requires new agreements or renewal of agreements within our parkland follow the following procedure:

Step 1: Application to renew submitted to City staff
Step 2: Proposal brought forward to Open Council meeting
Step 3: Circulation of application to City departments and Parks & Recreation Advisory Committee
Step 4: City staff conduct License Review to confirm conditions of license met and license in good standing
Step 5: City staff review finding with Parks & Recreation Advisory Committee
Step 6: Parks & Recreation Advisory Committee review application and feedback from staff
Step 7: Parks & Recreation Advisory Committee would then make a recommendation to Council to approve or deny the renewal

If directed by Council, staff will present a report to the Parks & Recreation Advisory Committee at their next available meeting, and then will provide Council with the Committee's recommendation, at the next available Council meeting.

Council does have the discretion to consider the criteria of the Park Land Protection and Use Policy and to provide staff with alternative direction, including the option to waive the policy and direct staff to enter into License to Use Agreement with Interior Health Authority, without moving the LTU through the Committee process.

Analysis

The Moog & Friends Hospice House is dedicated to the care of terminally ill patients, their family and support persons. In consideration of this valuable service to the community, staff are supportive of this LTU arrangement continuing.

Alternate recommendation

As mentioned above, Council does have the authority to waive the Park Land Protection and Use Policy and direct staff to enter into a License to Use Agreement, without involving the Committee process. Considering this particular portion of land has been used for the hospice house gardens for the past 20 years, it does not conflict with public access or use of the walkway and there is no public benefit of removing it from its current use, Council may wish to consider the following alternate recommendation:

> THAT Council direct staff to enter into a five (5) year License to Use Agreement with Interior Health Authority for the use of a portion of the Ellis Creek Walkway located at 1701 Government Street (The Moog & Friends Hospice House);

AND THAT Council authorizes the Director of Finance and Administration and Corporate Officer to execute the License to Use Agreement.

Attachments

Attachment A – Licensed Area
Attachment B – Draft License to Use Agreement
Attachment C – Intent to Renew Letter

Respectfully submitted,

Sheri Raposo
Land Administrator

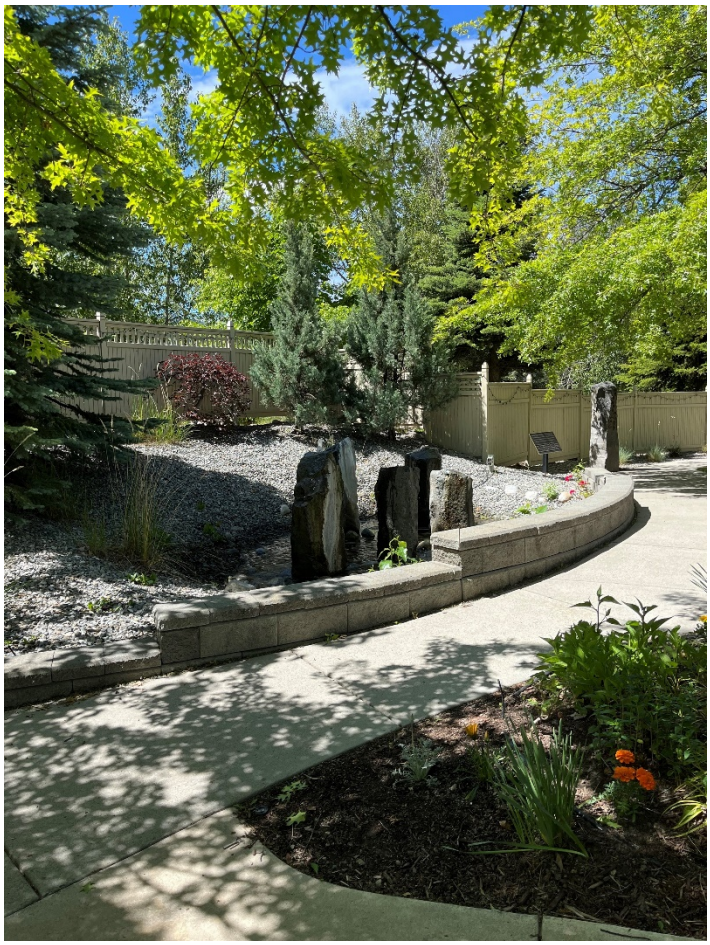
Concurrence

General Manager, Infrastructure	Director, Finance & Administration	Director, Community Services	City Manager
RD	AMC	KJ	SH

Attachment A
Licensed Area









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LICENSE TO USE AGREEMENT

Nature of Agreement:	License to Use	File No.: 4320-80
Particulars:	Use of the City owned land being a portion of Lot 3 Plan 19115 located at 1701 Government Street, Penticton, BC adjacent to Moog & Friends Hospice House for the purpose of quiet enjoyment.	

THIS AGREEMENT dated for reference the 18th day of June 2024.

BETWEEN:

THE CORPORATION OF THE CITY OF PENTICTON
a duly incorporated City Municipality under the laws of
the Province of British Columbia, located at
171 Main Street, Penticton, BC V2A 5A9

(the "**City**")

OF THE FIRST PART

AND:

INTERIOR HEALTH AUTHORITY
1440-14th Avenue
Vernon, BC V1B 2T1

(the "**Licensee**")

OF THE SECOND PART

WHEREAS, the City has agreed to grant a license to the Licensee to enter on that parcel of land land described in Schedule A attached hereto (hereinafter referred to as the "**Licensed Area**");

NOW THEREFORE, in consideration of the License Fee to be paid by, and the covenants of the Licensee, the parties agree as follows:

1. Grant of License

The City, on the terms set forth herein grants a license to the Licensee to enter onto the Licensed Area for the purposes described in the Management Plan attached hereto as Schedule B (herein called the "**Management Plan**") on an "as is" basis and the City makes no representations or warranties as to the suitability of the Licensed Area for the intended use.

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2. Duration

2.1 This Agreement and the rights granted shall be for a term of **FIVE (5)** years commencing on **July 1, 2024** (the "**Commencement Date**") through to **June 30, 2029**, unless cancelled in accordance with the terms of this agreement.

2.2 This agreement includes a provision for renewal for an additional negotiable term upon mutual agreement by the City and the Licensee of the terms and conditions.

3. License Fee

3.1 On the Commencement Date and annually thereafter, the Licensee shall pay to the City, the amount of **ONE ($1.00)** dollar for the term, the receipt of which is hereby acknowledged.

4. Covenants of the Licensee

The Licensee covenants and agrees with the City:

a) to pay the License Fee due at the address of the City or at such other place as the City may specify from time to time;

b) to pay and discharge when due all applicable property taxes, levies, charges and assessments which relate to the Licensed Area or any improvements thereon ("**Property Taxes**");

c) to observe, abide by and comply with all applicable laws, bylaws, orders, directions, ordinances and regulations of any competent governmental authority in any way affecting the Licensed Area and improvements situate thereon, or their use and occupation;

d) not to commit or suffer any willful or voluntary waste, spoil or destruction on the Licensed Area or do or suffer to be done thereon anything that may be or become a nuisance or annoyance to owners or occupiers of the property or the adjoining land;

e) to indemnify, save harmless, release and forever discharge the City, their elected and appointed officials and employees from and against all manners of actions, causes of actions, claims, debts, suits, damages demands and promises, at law or in equity, whether known or unknown, including without limitation for injury to persons or property including death, or any person directly or indirectly arising or resulting from, or attributable to, any act, omission, negligence or default of the Licensee in connection with or in a consequence of this agreement, save and except to the extent caused by any act, omission, negligence or default of the City, its elected and appointed officials and employees;

f) to keep the Licensed Area in a safe, clean, tidy and sanitary condition satisfactory to the City and to make clean, tidy and sanitary any portion of

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the Licensed Area or any improvement that the City may direct by notice in writing to the Licensee;

g) to use and occupy the Licensed Area in accordance with the provisions of this license including those provisions and requirements set forth in the Management Plan;

h) to permit the City, or its authorized representative, to enter upon the Licensed Area at any time, with 72 hours of notice to the Licensee, to test, inspect or perform such other work as the City may deem necessary or desirable;

i) that on the expiration or at the earlier cancellation of this agreement unless renewed:

i. to peaceably quit and deliver possession of the Licensed Area to the City;

ii. to remove all fixtures, structures, machinery, apparatus and all other things placed on the Licensed Area by the Licensee, leaving the Licensed Area in a clean and clear condition within **ONE HUNDRED AND EIGHTY (180)** days of the termination of this agreement and leave the Licensed Area in good repair, restoring the Licensed Area to a condition similar to that at the Commencement Date. One hundred and eighty (180) days after the expiration or cancellation of this license, any improvements or fixtures that remain on the Licensed Area shall be absolutely forfeited and become the property of the City and the City, at their sole discretion, may remove any or all of the improvements or fixtures that were requested to be removed, but left by the Licensee, from the Licensed Area and the Licensee shall, on demand, compensate the City for all costs incurred by the City respecting their removal and disposal; and

iii. to the extent necessary, this covenant shall survive the expiration or cancellation of the license;

j) To effect and keep in force during the term, insurance against claims for personal injury, death, property damage or third party or public liability claims arising from any accident or occurrence on the Licensed Area to an amount not less than **FIVE MILLION ($5,000,000.00) DOLLARS**, and to name the City as an additional insured on the policy with the inclusion of the following clauses:

"**Cross Liability" clause**:
"The insurance afforded by the insurance policy shall apply in the same manner to all insureds, as though separate policies were issued to each insured in the event an action is brought against any of the additional insured by or on behalf of any other additional insured."

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> "**Cancellation" clause**:
> "It is understood and agreed that the coverage provided by this policy will not be changed or amended in any way or cancelled (prior to thirty (30) days after written notice of such change or cancellation shall have been given or sent by registered mail to all additional insured)."

and deliver to the City written confirmation of the required insurance coverage upon execution of this Agreement;

k) the Licensee will provide the City with a new Certificate of Liability Insurance annually upon renewal.

l) notwithstanding subsection (j) of Section 4, the City may from time to time notify the Licensee that the amount of insurance posted by the Licensee pursuant to that subsection be changed and the Licensee shall, within sixty (60) days or receiving such notice, cause the amount of insurance posted, pursuant to subsection (j) of Section 4 to be changed to the amount specified in the notice and deliver to the City written confirmation of the change;

m) not to place any improvements on the Licensed Area other than those described elsewhere in this agreement, without prior written consent of the City;

n) not cause or permit any unusual or objectionable noises, or lights, to emanate from the Licensed Area;

o) not cause or permit any unusual or objectionable odours which may be noxious or offensive or which could constitute a public or private nuisance;

p) not cause or permit any waste or damage;

q) to observe and comply with any rules or regulations the City may make from time to time pertaining to the operation, reputation, safety, care or cleanliness of the Licensed Area and any use thereof as provided herein;

r) that if, as a consequence of any release of a Hazardous Substance resulting from the Licensees use of the Licensed Area in or on the Licensed Area by the Licensee or its servants, agents, or contractors or any person for whom the Licensee is in law responsible, any actions are required to be taken in order to comply with any Government Requirement applicable to the use, presence or removal of such Hazardous Substance on or from the Licensed Area (including any Governmental Requirement relating to testing for or identification of Hazardous Substances) and if the Licensee has received notice in writing of such Governmental Requirement from the relevant authority (whether the requirement is made of the City or Licensee), then the Licensee shall at its expense take such action as required by the

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Governmental Requirement (or alternatively such other action as may be acceptable to the relevant authority after discussing with the Licensee). For the purposes of this paragraph:

> **Governmental Requirement(s)** means all requirements made or imposed pursuant to law by federal, provincial, municipal or other governments including requirements of the Environmental Laws.
>
> **Hazardous Substances** means any substances that are defined as or regulated as being waste, contaminants, pollutants, fungicides, insecticides, herbicides, dangerous substances, industrial waste, special waste, toxic substances, hazardous waste, hazardous material, or hazardous substance whether or not defined as such or pursuant to any law, regulation or order.
>
> **Environmental Laws** means all applicable federal, provincial, municipal or local laws, statutes or ordinances, as they may be amended from time to time after the Commencement Date of the license relating to the environment, occupational safety and the transportation or regulations of Hazardous Substances.

s) that if, the Licensee fails to take any action required to be taken pursuant to any consequence of any release of a Hazardous Substance the City may (but not be obligated to) take such action after giving thirty (30) days written notice to the Licensee of its intention to do so, unless within such thirty (30) day period that Licensee has taken the required action or has commenced in and is continuing diligently to carry out such action, and the City shall for that purpose, be permitted to enter the Licensed Area with the appropriate equipment. The Licensee covenants to reimburse the City for all reasonable costs incurred by the City in taking such required action pursuant to the release of any Hazardous Substance within thirty (30) days after receiving from the City an invoice and reasonable supporting details relating to such costs.

5. Non-Exclusivity

5.1 The Licensee acknowledges and agrees that the license herein shall not entitle the Licensee to exclusive possession of the Licensed Area.

5.2 The Licensee covenants and agrees not to interfere with the activities of any other person to enter on and use the Licensed Area under any prior or subsequent license granted by the City.

5.3 The parties hereto acknowledge that the license granted to the Licensee herein is a license only and shall not, under any circumstances, constitute a partnership, lease or joint venture between the parties.

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6. Assignment

The License is not assignable.

7. Cancellation

7.1 In the event that:

a) the City requires the Licensed Area for its own use or in its sole discretion, considers that it is in the public interest to cancel the rights herein granted, in whole or in part;

b) the Licensee ceases to use the Licensed Area for the purposes permitted herein; or

c) the City, in its sole discretion, considers that it is no longer necessary for the Licensee to use the Licensed Area for the purposes permitted herein;

the City may on **ONE HUNDRED AND EIGHTY (180)** days written notice to the Licensee, cancel this license and the rights herein granted, in whole or in part and the Licensee agrees that the City shall not be responsible for payment of any costs, compensation, reimbursement or any monies whatsoever as a result of a notice pursuant to paragraph 7.1 a), b) or c) except repayment of the prorated portion of any prepaid License Fee if notice is pursuant to paragraph 7.1 a) or c).

7.2 If the Licensee is in default in the observance of any covenant, agreements, provisions or conditions contained herein and such failure continues for a period of thirty (30) days after the giving of written notice by the City to the Licensee of the nature of the failure the City may cancel this license without prejudice to any rights to which the City has accrued under this license before the said cancellation.

7.3 Thirty (30) days after expiration or cancellation of this license, any improvements or fixtures that remain unremoved from the Licensed Area shall be absolutely forfeited and become the property of the City and the City may remove them from the Licensed Area and the Licensee shall, on demand, compensate the City for all costs incurred by the City respecting their removal.

8. General

8.1 The terms and provisions of this agreement shall extend to, be binding upon and enure to the benefit of the parties, hereto and their successors and permitted assigns.

8.2 This license and all the terms and conditions of it may be inspected by the public at such times and at such places as the City may determine.

8.3 Time is of the essence in this agreement.

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8.4 The records of the City shall be conclusive evidence of the contents of any schedule referred to in this agreement.

8.5 In this agreement, unless the context otherwise requires, the singular includes the plural and the masculine includes the feminine gender and a corporation.

8.6 Where in this agreement there is a reference to Bylaws, that reference shall include a reference to any subsequent enactment of like effect, and unless the context otherwise requires all Bylaws referred to herein are enactments of the City of Penticton.

8.7 Any waiver or acquiescence by the City of or in any breach by the Licensee of any covenant or condition shall not be deemed to be a waiver of the covenant or condition of any subsequent or other breach of any covenant or condition of this license.

8.8 If the Licensee continues to exercise the license granted after the expiration of the term of it without objection by the City and without any written agreement providing otherwise, the Licensee shall be deemed to be a Licensee from month to month, and subject to the provisions of this license insofar as applicable, but it shall be lawful for the City to cancel and determine the license granted by delivering to the Licensee notice to that effect, and upon delivery of such notice the license shall cease without prejudice to any rights of the City under this license accrued before the cancellation.

9. **Notice**

Any notice required to be given by either party shall be deemed to have been well and sufficiently given if mailed, faxed, emailed or delivered:

To the City:

City of Penticton
171 Main Street
Penticton, BC V2A 5A9
Attn: Corporate Officer
Email: corpadmin@penticton.ca

To the Licensee:

Interior Health Authority
Business Integration & Development
1440 14th Avenue
Vernon, BC V1B 2T1
Attn: Leasing

or such other address as the Licensee may from time to time direct in writing, and any such notice by the City to the Licensee shall be deemed to have been received, if mailed, five (5) days after the time of mailing, or if faxed or emailed, seventy-two (72) hours after

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the time of fax or email and if hand delivered upon the date of delivery. If normal mail, fax or email service is interrupted by strike, slow down, force majeure or other cause, a notice sent by the impaired means of communication will not be deemed to have been received until actually received, and the City may utilize any such services which have not been so interrupted.

10. Payment of City's Expenses

If at any time an action is brought or the City is otherwise required to employ the services of a bailiff, an agent, or its solicitors because of a breach by an act or omission of any covenant herein contained on the part of the Licensee, the Licensee shall pay to the City all expenses incurred by the City in the enforcement of its rights and remedies hereunder (including the City's administrative costs and legal fees on a solicitor and his own client basis in connection therewith) together with interest thereon at the rate equivalent to the prime rate of Valley First Credit Union plus three percent (3%) per annum calculated monthly not in advance from the date due until paid. For the purposes of this paragraph the prime rate shall mean the annual percentage rate of interest established from time to time by Valley First Credit Union, Main Branch, Penticton, British Columbia as the base rate that will be used to determine rates of interest charged by it for Canadian Dollar loans to customers in Canada and designated by Valley First Credit Union as the prime rate.

IN WITNESS WHEREOF the parties hereto have hereunto executed this agreement on the following page as of the date and year first above written.

THE CORPORATION OF THE CITY OF PENTICTON
by its authorized signatories:

_____
Angela Campbell,
Director of Finance and Administration

_____
Angie Collison, Corporate Officer

INTERIOR HEALTH AUTHORITY
by its authorized signatory(ies):

_____
[Insert name]

_____
[Insert name]

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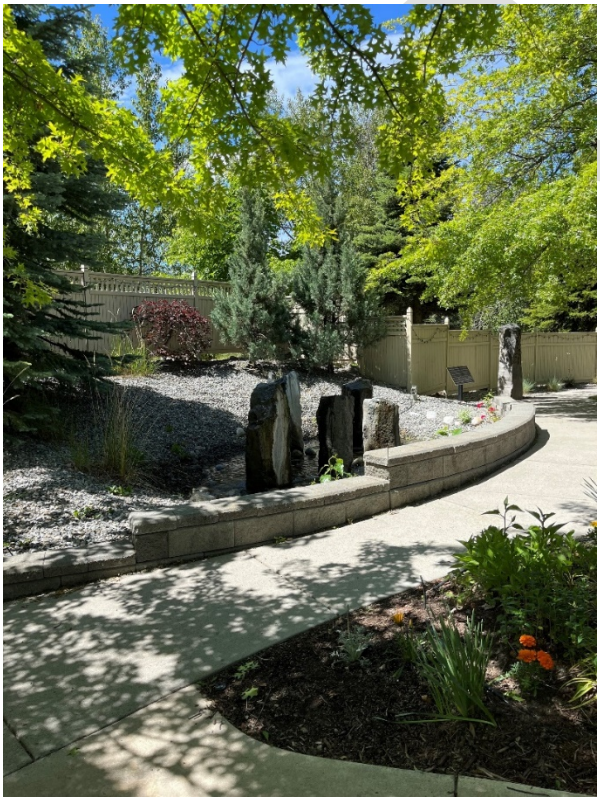
SCHEDULE A
LICENSED AREA

The Licensed Area as shown outlined in red below and described as:

That portion of land adjacent to 1701 Government Street, Penticton, BC.









SCHEDULE B
MANAGEMENT PLAN

1. **Purpose**

The Licensee shall have the use of the Licensed Area shown outlined on the aerial view in red and described in Schedule A for the purposes of quiet enjoyment.

2. **Special Provisions**

2.1 The Licensee shall not anchor or secure any additional buildings, structures or improvements on the Licensed Area.

2.2 The Licensee shall be responsible for all landscaping and maintenance within the Licensed Area.

2.3 This license does not grant authority for any existing permanent placements and is not to be construed as authorization or permission for those placements to remain in place outside of the terms of this agreement.

2.4 The Licensee is aware that if maintenance is required to the underground services that the fence structure may need to be temporarily dismantled while maintenance work is being completed.

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Interior Health

March 20th, 2024

The Corporation of the City of Penticton
171 Main Street
Penticton, BC, V2A 5A9

Attention: Heather MacDonald

Subject: License Between IHA and the City of Penticton for Land Located at 1701 Government St, Penticton, BC

Please accept this letter as intent to renew the current License Agreement between The Corporation of the City of Penticton and Interior Health Authority. Interior Health Authority has exercised all remaining renewal options from the current agreement. We would like to discuss the possibility of a new license term.

We appreciate your consideration of this renewal to assist Interior Health in providing the required health services to the residents of Penticton. If you have any questions, please feel free to contact me at 250-868-5200 ext. 11876 or Alexander.Werk@interiorhealth.ca

Sincerely yours,

Alexander Werk
Strategic Business Advisor
IH Facilities Management & Operations – Leasing

Council Report

penticton.ca

Date: June 18, 2024 File No: 4320-80
To: Anthony Haddad, City Manager
From: Sheri Raposo, Land Administrator

Subject: **License to Use Agreement: British Columbia Hockey Hall of Fame Society – 853 Eckhardt Avenue West**

Staff Recommendation

THAT Council approve the renewal of the License to Use Agreement with the British Columbia Hockey Hall of Fame Society, for a five (5) year term with a five (5) year renewal clause for the use of a portion of the South Okanagan Events Centre located at 853 Eckhardt Avenue West for displaying artifacts, information, and memorabilia on inductees in the British Columbia Hockey Hall of Fame and for an existing exterior sign;

AND THAT Council authorize the Director of Finance and Administration and Corporate Officer to execute the License to Use Agreement.

Strategic priority objective

Vision: A vibrant, resilient and healthy waterfront city focused on safety, livability and vibrancy.

Vibrant & Connected: Support access to recreational, arts and culture amenities as key to a healthy, vibrant and connected community.

Background

The British Columbia Hockey Hall of Fame Society (Hockey Hall of Fame Society) was founded in 1990 with the mission to preserve and celebrate the history of hockey in British Columbia. The first induction ceremony took place in 1992, recognizing the accomplishments of players, coaches, media, officials, and builders of the sport. The Hall of Fame Society continues to have annual induction ceremonies that celebrate new honorees. These events attract attention from the hockey community and fans, highlighting the enduring legacy of hockey in British Columbia. Many people come from out of town to this event and support our local hotel and restaurant industry.

In 1998 the Hockey Hall of Fame Society was initially located at the Memorial arena. In 2008, the Hockey Hall of Fame Society found a permanent home at the SOEC, providing a central and accessible location to display, exhibits and artifacts. In order to qualify for Grants from BC Gaming to help build the SOEC, gaming required a nonprofit to be included and attached to the build, the Hockey Hall of Fame Society was that nonprofit.

The Hockey Hall of Fame Society features a range of exhibits, including memorabilia, photographs, and interactive displays. Inductees include legendary players such as Steve Yzerman, Scott Niedermayer, Trevor Linden, and Joe Sakic, as well as notable builders and teams that have contributed to the growth of hockey in BC.

Beyond preserving history, the Hockey Hall of Fame Society engages in educational programs and community outreach to inspire new generations of hockey players and fans.

Since it's inception it has been a community leader donating tens of thousands of dollars to local breakfast and lunch programs in schools and covering ice costs so kids can experience the joy of hockey.

License to Use Summary

The proposed term of the License to Use agreement will be for a five (5) year term with a five (5) year renewal term.

Financial Implication

Under the renewal of the License to Use agreement, the British Columbia Hockey Hall of Fame Society will continue to have use of a portion of the SOEC as well as the placement of an existing exterior sign for a $1.00 nominal rate.

Analysis

Given the rich hockey history within the Province and City, the ongoing opportunity to house the Hockey Hall of Fame Society provides citizens, visitors, and hockey enthusiasts with an enriched experience while attending or participating in events at the SOEC. The alignment with the Hall of Fame and other significant hockey events such as the Vancouver Canucks Young Stars Tournament, the Canadian Sports School Hockey League Championships and of course the Penticton Vees, showcases to the whole country, what Penticton has to offer from a sporting perspective.

Together, the SOEC and the Hall of Fame play crucial roles in promoting sports, culture, and community spirit in Penticton and the broader region. Their histories are intertwined with the development of local infrastructure and the celebration of British Columbia's rich hockey heritage.

Alternate recommendation

THAT Council approve the renewal of the License to Use Agreement with British Columbia Hockey Hall of Fame Society, for a three (3) year term for the use of a portion of the South Okanagan Events Centre located at 853 Eckhardt Avenue West for displaying artifacts, information, and memorabilia on inductees in the British Columbia Hockey Hall of Fame and for an existing exterior sign.

Attachments

Attachment A – Licensed Area and existing Sign

Attachment B – Draft License to Use Agreement

Respectfully submitted,

Sheri Raposo
Land Administrator

Concurrence

Director, Finance & Administration	Director, Community Services	City Manager
AMC	KJ	SH

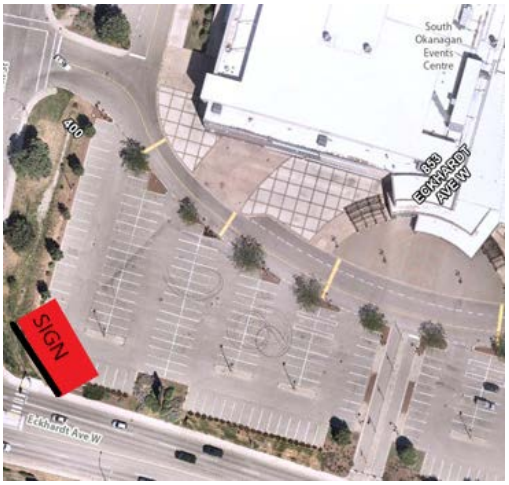
Attachment A
Licensed Area and Sign

Cabinet space currently located:
The galleria (the hallway leading to OHA), the end of the rink, north end, and main hallway.









penticton.ca

LICENSE TO USE AGREEMENT

Nature of Agreement:	License to Use	File No.: 4320-80
Particulars:	Use of that portion of the premises located at 853 Eckhardt Avenue West within the South Okanagan Events Centre for displaying artifacts, information, and memorabilia on inductees in the BC Hockey Hall of Fame shown on Schedule "A', and use of that portion of Lot 1 Plan KAP58604 for an exterior sign shown in Schedule "B".	

THIS AGREEMENT dated for reference the _____day of_____, 2024.

BETWEEN:

THE CORPORATION OF THE CITY OF PENTICTON
a duly incorporated City Municipality under the laws of
the Province of British Columbia, located at
171 Main Street, Penticton, BC V2A 5A9

(the "**City**")

OF THE FIRST PART

AND:

BRITISH COLUMBIA HOCKEY HALL OF FAME SOCIETY,
Inc. No. S-0027593, a Society incorporated under the laws of
the Province of British Columbia, having its registered and records
office at 203-383 Ellis Street, Penticton, BC V2A 4L8

(the "**Licensee**")

OF THE SECOND PART

WHEREAS, the City has agreed to grant a license to the Licensee to have access and use of the building described in Schedule A and to enter on that parcel of land described in Schedule B attached hereto (the "**Licensed Area**");

NOW THEREFORE, in consideration of the fee to be paid by, and the covenants of the Licensee, the parties agree as follows:

1. Grant of License

The City, on the terms set forth herein grants a license to the Licensee to have access and use of the Licensed Area for the purposes described in the Management Plan attached hereto as Schedule C (the "**Management Plan**") on an "as is" basis and the City

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makes no representations or warranties as to the suitability of the Licensed Area for the intended use.

2. Duration

This agreement and the rights granted shall be for a term of five **(5)** years commencing on Month Day, 2024 (the "**Commencement Date**") through to Month Day, 2029, unless cancelled in accordance with the terms of this agreement.

This agreement includes a provision for renewal for an additional five **(5)** year term upon mutual agreement by the City and the Licensee of the terms and conditions.

3. License Fee

On the Commencement Date and annually thereafter, the Licensee shall pay to the City the amount of ONE ($1.00) dollar for the term, the receipt of which is hereby acknowledged.

4. Covenants of the Licensee

The Licensee covenants and agrees with the City:

a) to pay the License Fee due at the address of the City or at such other place as the City may specify from time to time;

b) to observe, abide by and comply with all applicable laws, bylaws, orders, directions, ordinances and regulations of any competent governmental authority in any way affecting the Licensed Area and improvements situate thereon, or their use and occupation, and to ensure that parties permitted to utilize the Licensed Area by the Licensee comply with the terms of this agreement and will not jeopardize the Licensee's compliance with the terms and conditions of this agreement;

c) not to commit or suffer any willful or voluntary waste, spoil or destruction on the Licensed Area or do or suffer to be done thereon anything that may be or become a nuisance or annoyance to owners or occupiers of the property or the adjoining properties;

d) to indemnify, save harmless, release and forever discharge the City, their elected and appointed officials and employees from and against all manners of actions, causes of actions, claims, debts, suits, damages demands and promises, at law or in equity, whether known or unknown, including without limitation for injury to persons or property including death, or any person directly or indirectly arising or resulting from, or attributable to, any act, omission, negligence or default of the Licensee in connection with or in a consequence of this agreement, save and except to the extent caused by any act, omission, negligence or default of the City, its elected and appointed officials and employees;

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e) to keep the Licensed Area in a safe, clean, tidy and sanitary condition satisfactory to the City and to make clean, tidy and sanitary any portion of the Licensed Area or any improvement that the City may direct by notice in writing to the Licensee;

f) to use and occupy the Licensed Area in accordance with the provisions of this license including those provisions and requirements set forth in the Management Plan;

g) to permit the City, or its authorized representative, to enter upon the Licensed Area at any time, with 72 hours of notice to the Licensee, to test, inspect or perform such other work as the City may deem necessary or desirable;

h) that on the expiration or at the earlier cancellation of this agreement unless renewed:

i. to peaceably quit and deliver possession of the Licensed Area to the City;

ii. to remove all fixtures, structures, machinery, apparatus and all other things placed on the Licensed Area by the Licensee, leaving the Licensed Area in a clean and clear condition within one hundred and eighty (180) days of the termination of this agreement and leave the Licensed Area in good repair, restoring the Licensed Area to a condition similar to that at the Commencement Date. One hundred and eighty (180) days after the expiration or cancellation of this license, any improvements or fixtures that remain on the Licensed Area shall be absolutely forfeited and become the property of the City and the City, at their sole discretion, may remove any or all of the improvements or fixtures that were requested to be removed, but left by the Licensee, from the Licensed Area and the Licensee shall, on demand, compensate the City for all costs incurred by the City respecting their removal and disposal.

iii. to the extent necessary, this covenant shall survive the expiration or cancellation of this agreement.

i) to effect and keep in force during the term, insurance against claims for personal injury, death, property damage or third party or public liability claims arising from any accident or occurrence on the Licensed Area to an amount not less than **FIVE MILLION ($5,000,000.00) DOLLARS**, and to name the City as an additional insured on the policy with the inclusion of the following clauses:

"**Cross Liability"** clause:
"The insurance afforded by the insurance policy shall apply in the same manner to all insureds, as though separate policies were issued to each insured in the event an action is brought

against any of the additional insured by or on behalf of any other additional insured."

"**Cancellation"** clause:
"It is understood and agreed that the coverage provided by this policy will not be changed or amended in any way or cancelled (prior to thirty (30) days after written notice of such change or cancellation shall have been given or sent by registered mail to all additional insured)."

and deliver to the City written confirmation of the required insurance coverage upon execution of this agreement;

j) the Licensee will provide the City with a new Certificate of Liability Insurance annually upon renewal;

k) notwithstanding subsection i) of Section 4, the City may from time to time notify the Licensee that the amount of insurance posted by the Licensee pursuant to that subsection be changed and the Licensee shall, within sixty (60) days or receiving such notice, cause the amount of insurance posted, pursuant to subsection i) of Section 4 to be changed to the amount specified in the notice and deliver to the City written confirmation of the change;

l) not to place any improvements on the Licensed Area other than those described elsewhere in this agreement, without prior written consent of the City;

m) not cause or permit any unusual or objectionable noises, or lights, to emanate from the Licensed Area;

n) not cause or permit any unusual or objectionable odours which may be noxious or offensive or which could constitute a public or private nuisance;

o) not cause or permit any waste or damage;

p) to observe and comply with any rules or regulations the City may make from time to time pertaining to the operation, reputation, safety, care or cleanliness of the Licensed Area and any use thereof as provided herein;

q) that if, as a consequence of any release of a Hazardous Substance resulting from the Licensees use of the Licensed Area in or on the Licensed Area by the Licensee or its servants, agents, or contractors or any person for whom the Licensee is in law responsible, any actions are required to be taken in order to comply with any Government Requirement applicable to the use, presence or removal of such Hazardous Substance on or from the Licensed Area (including any Governmental Requirement relating to testing for or identification of Hazardous Substances) and if the Licensee has received notice in writing of such Governmental Requirement from the relevant authority (whether the requirement is made of the City or Licensee), then the Licensee shall at its expense take such action as required by the

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Governmental Requirement (or alternatively such other action as may be acceptable to the relevant authority after discussing with the Licensee). For the purposes of this paragraph:

> **Governmental Requirement(s)** means all requirements made or imposed pursuant to law by federal, provincial, municipal or other governments including requirements of the Environmental Laws.
>
> **Hazardous Substances** means any substances that are defined as or regulated as being waste, contaminants, pollutants, fungicides, insecticides, herbicides, dangerous substances, industrial waste, special waste, toxic substances, hazardous waste, hazardous material, or hazardous substance whether or not defined as such or pursuant to any law, regulation or order.
>
> **Environmental Laws** means all applicable federal, provincial, municipal or local laws, statutes or ordinances, as they may be amended from time to time after the Commencement Date of the license relating to the environment, occupational safety and the transportation or regulations of Hazardous Substances.

r) that if, the Licensee fails to take any action required to be taken pursuant to any consequence of any release of a Hazardous Substance the City may (but not be obligated to) take such action after giving thirty (30) days written notice to the Licensee of its intention to do so, unless within such thirty (30) day period that Licensee has taken the required action or has commenced in and is continuing diligently to carry out such action, and the City shall for that purpose, be permitted to enter the Licensed Area with the appropriate equipment. The Licensee covenants to reimburse the City for all reasonable costs incurred by the City in taking such required action pursuant to the release of any Hazardous Substance within thirty (30) days after receiving from the City an invoice and reasonable supporting details relating to such costs.

5. Non-Exclusivity

5.1 The Licensee acknowledges and agrees that this license herein shall not entitle the Licensee to exclusive possession of the Licensed Area.

5.2 The Licensee covenants and agrees not to interfere with the activities of any other person to enter on and use the Licensed Area under any prior or subsequent license granted by the City.

5.3 The parties hereto acknowledge that the license granted to the Licensee herein is a license only and shall not, under any circumstances, constitute a partnership, lease or joint venture between the parties.

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6. Assignment

The License is not assignable.

7. Cancellation

7.1 In the event that:

a) the City requires the Licensed Area for its own use or in its sole discretion, considers that it is in the public interest to cancel the rights herein granted, in whole or in part;

b) the Licensee ceases to use the Licensed Area for the purposes permitted herein; or

c) the City, in its sole discretion, considers that it is no longer necessary for the Licensee to use the Licensed Area for the purposes permitted herein;

the City may on one hundred and eighty (180) days written notice to the Licensee, cancel this agreement and the rights herein granted, in whole or in part and the Licensee agrees that the City shall not be responsible for payment of any costs, compensation, reimbursement or any monies whatsoever as a result of a notice pursuant to paragraph 7.1 a), b) or c) except repayment of the prorated portion of any prepaid License Fee if notice is pursuant to paragraph 7.1 a) or c).

7.2 If the Licensee is in default in the observance of any covenant, agreements, provisions or conditions contained herein and such failure continues for a period of thirty (30) days after the giving of written notice by the City to the Licensee of the nature of the failure the City may cancel this agreement without prejudice to any rights to which the City has accrued under this agreement before the said cancellation.

7.3 Thirty (30) days after expiration or cancellation of this agreement, any improvements or fixtures that remain unremoved from the Licensed Area, shall be absolutely forfeited and become the property of the City and the City may remove them from the Licensed Area and the Licensee shall, on demand, compensate the City for all costs incurred by the City respecting their removal.

8. General

8.1 The terms and provisions of this agreement shall extend to, be binding upon and enure to the benefit of the parties, hereto and their successors and permitted assigns.

8.2 This agreement and all the terms and conditions of it may be inspected by the public at such times and at such places as the City may determine.

8.3 Time is of the essence in this agreement.

8.4 The records of the City shall be conclusive evidence of the contents of any schedule referred to in this agreement.

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8.5 In this agreement, unless the context otherwise requires, the singular includes the plural and the masculine includes the feminine gender and a corporation.

8.6 Wherein this agreement there is a reference to Bylaws, that reference shall include a reference to any subsequent enactment of like effect, and unless the context otherwise requires all Bylaws referred to herein are enactments of the City of Penticton.

8.7 Any waiver or acquiescence by the City of or in any breach by the Licensee of any covenant or condition shall not be deemed to be a waiver of the covenant or condition of any subsequent or other breach of any covenant or condition of this agreement.

8.8 If the Licensee continues to exercise the license granted after the expiration of the term of it without objection by the City and without any written agreement providing otherwise, the Licensee shall be deemed to be a Licensee from month to month, and subject to the provisions of this agreement insofar as applicable, but it shall be lawful for the City to cancel and determine the license granted by delivering to the Licensee notice to that effect, and upon delivery of such notice the license shall cease without prejudice to any rights of the City under this agreement accrued before the cancellation.

9. **Notice**

Any notice required to be given by either party shall be deemed to have been well and sufficiently given if mailed, faxed, emailed or delivered:

To the **City**:

171 Main Street
Penticton, BC V2A 5A9
Attn: Corporate Officer
Email: corpadmin@penticton.ca

To the **Licensee**:

202-383 Ellis Street
Penticton, BC V2A 4L8

or such other address as the Licensee may from time to time direct in writing, and any such notice by the City to the Licensee shall be deemed to have been received, if mailed, five (5) days after the time of mailing, or if faxed or emailed, seventy-two (72) hours after the time of fax or email and if hand delivered upon the date of delivery. If normal mail, fax or email service is interrupted by strike, slow down, force majeure or other cause, a notice sent by the impaired means of communication will not be deemed to have been received until actually received, and the City may utilize any such services which have not been so interrupted.

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10. Payment of City's Expenses

If at any time an action is brought or the City is otherwise required to employ the services of a bailiff, an agent, or its solicitors because of a breach by an act or omission of any covenant herein contained on the part of the Licensee, the Licensee shall pay to the City all expenses incurred by the City in the enforcement of its rights and remedies hereunder (including the City's administrative costs and legal fees on a solicitor and his own client basis in connection therewith) together with interest thereon at the rate equivalent to the prime rate of Valley First Credit Union plus three percent (3%) per annum calculated monthly not in advance from the date due until paid. For the purposes of this paragraph the prime rate shall mean the annual percentage rate of interest established from time to time by Valley First Credit Union, Main Branch, Penticton, British Columbia as the base rate that will be used to determine rates of interest charged by it for Canadian Dollar loans to customers in Canada and designated by Valley First Credit Union as the prime rate.

IN WITNESS WHEREOF the parties hereto have hereunto executed this agreement on the following page as of the date and year first above written.

THE CORPORATION OF THE CITY OF PENTICTON
by its authorized signatories:

_____
Angela Campbell, Director of Finance and Administration

_____
Angie Collison, Corporate Officer

BRITISH COLUMBIA HOCKEY HALL OF FAME SOCIETY
by its authorized signatory(ies):

_____
Print Name:

_____
Print Name:

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SCHEDULE A
LICENSED AREA

The Licensed Area shown below:

Cabinet space is currently located: in the galleria (the hallway leading to OHA), the end of the rink, north end, and main hallway.

That portion of the premises located at 853 Eckhardt Avenue West within the South Okanagan Events Centre





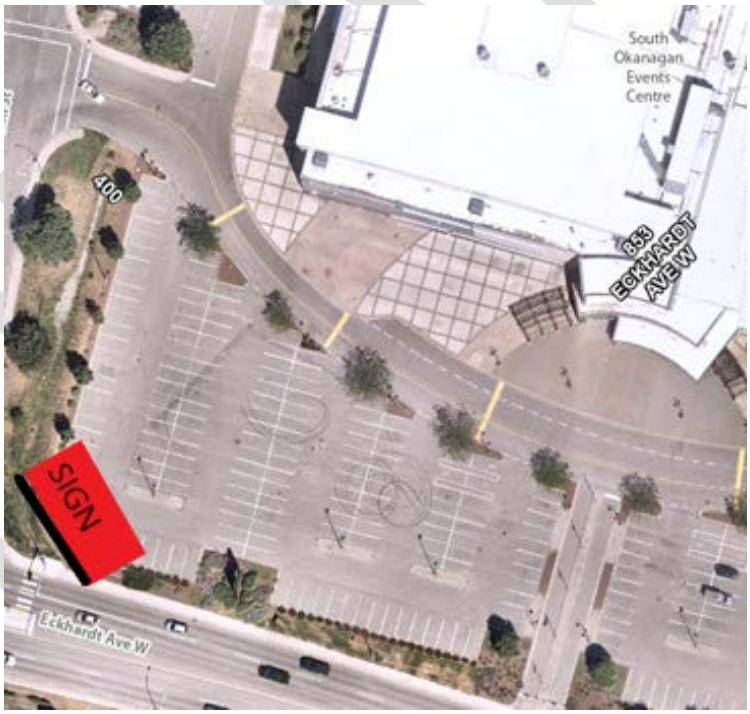




SCHEDULE B
LICENSED AREA

The Licensed Area shown below:





SCHEDULE
MANAGEMENT PLAN

1. Purpose

The Licensee shall have the use of the Licensed Area shown outlined in red and described in Schedule A for the purpose of displaying artifacts, information, memorabilia and for an existing exterior sign.

2. Vandalism

2.1 All incidents of vandalism shall be repaired within 48 hours of occurrence.

2.2 The Licensee is responsible for removal of graffiti from the Licensed Area.

3. Miscellaneous

3.1 The Licensee shall not utilize an area larger than the Licensed Area.

3.2 The Licensee shall not place signs outside of the Licensed Area without the consent of the City.

3.3 The Licensee shall not place any permanent structures on the Licensed Area without the consent of the City.

4. Safety/Protection

4.1 Any and all accidents or damages involving an employee or volunteer of the Licensee that occurs within the Licensed Area MUST be immediately reported to the City's Occupational Health & Safety Representative, Daniel York at 250-490-2553 or daniel.york@penticton.ca.

5. Special Provisions

This agreement does not grant authority for any future or existing permanent placements and is not to be construed as authorization or permission for those placements to remain in place outside of the terms of this agreement.

5.1 The City, on the terms set forth herein, hereby grants to the Licensee a License to enter onto the Land as outlined in the attached Schedule "A" for the purpose of providing space for the presentation of hockey related items in accordance with the mandate of the BC Hockey Hall of Fame Society.

5.2 The City will allow the BC Hockey Hall of Fame Society to continue with the current concept for the displays and that the Society will be entitled to all revenues generated.

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5.3 The Licensee shall be responsible for the maintenance and producing signage in compliance with the design elements pertaining to the South Okanagan Events Centre.

5.4 The License shall not anchor or secure any buildings, structures or improvements on the Premises, without the written permission of the City.

5.5 Any changes to signage and/ or sponsorship must have prior written approval by the City.

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Council Report

penticton.ca

Date: June 18, 2024 File No: 0710-01
To: Anthony Haddad, City Manager
From: Kelsey Johnson, Director of Community Services &
Anthony Policicchio, Facilities Manager

Subject: **Facilities Project Updates – Budget Requests**

Staff Recommendation

1. THAT Council approves an increase to the 2024 Facilities operating budget of $133,000, to fund the rental and installation of a temporary chiller to provide cooling to City Hall throughout the summer months to be funded from general surplus.

2. THAT Council approves a transfer from the Asset Emergency Reserve, up to $45,000, to fund the preliminary investigatory work to determine restoration costs for the SS Naramata;

   AND THAT the 2024-2028 Financial Plan be amended accordingly.

3. THAT Council approves funding up to an additional $580,000, to fund the replacement of the Kings Park Sportsplex roof fabric including the purchase and installation of required insulation in the 2025 budget year to be included and funded in the 2025-2029 Financial Plan.

Strategic Priority Objective

Vibrant & Connected: The City of Penticton will support vibrant and diverse activities creating opportunities for connection in the community.

Organizational Excellence: The City of Penticton will support a culture of service excellence built on good governance, leadership and sound financial decisions.

Background

The City of Penticton has completed an assessment of its assets and infrastructure (Asset & Amenity Management Plan – AAMP) in September of 2021, looking at its long term needs to ensure financial sustainability while ensuring high quality services are provided to the community. The assessment, updated in 2023, determined that the City had an asset replacement value of $1.4B, an infrastructure deficit of between $51-175M, and recommended an average annual life cycle investment of between $18.8-28.7M. These values have not been adjusted for inflation since the date of the assessment in 2021.

Following the adoption of the AAMP, the City embarked on the Civic Places and Spaces project to help prioritize facility capital investment. Coming out of that work the Facilities department have been actively working to address a number of mechanical, electrical, HVAC and building envelope assets currently beyond useful life and requiring lifecycle replacement within the approved capital replacement budgets, while also maintaining other beyond useful life equipment which has not yet been included within the current capital budget for replacement.

The 2024 Facilities Capital budget included a total of $5.7M of planned new work and carryover of approximately $8.0M of project work from the 2023 fiscal period. The combined total capital works of nearly $13.7M include a number of various projects throughout the Facilities portfolio.

The 2024 Facilities Operating budget of $4.4M for day-to-day operational expenses includes a line item for City Hall HVAC maintenance and repairs with a total value of $18,280.

Staff are bringing forward the following three projects of note that have an unplanned impact on both the Facilities operating and capital budgets.

1. City Hall - Chiller Replacement – 2024 Operational Budget Impact
2. SS Naramata Vessel Lift and Repair – 2024 Capital Budget Impact
3. Sportsplex Facility – Recover Roof – 2025 Capital Budget Impact

City Hall Chiller Replacement – 2024 Operational Budget Impact

In May 2023, the City Hall chiller experienced a failure leading to loss of cooling throughout City Hall. At the time of the chiller failure while temporary cooling measures were being put into place inside office temperatures were being recorded between 32 and 38 degrees Celsius, significantly outside the American Society of Heating, Refrigerating and Air Conditioning Engineers, (ASHRAE), guidelines of 22–27-degree indoor office space temperatures during summer months. As the chiller was beyond useful life it was unable to be permanently repaired and staff issued a tender to receive pricing for replacement while a temporary repair was conducted to provide partial cooling in the interim.

Upon receipt of pricing, at the October 3, 2023, Regular Council meeting, Council approved the transfer of $600,000 from the Asset Emergency Fund for the replacement of the chiller in addition to the temporary repairs to provide partial cooling while replacement was underway. Staff immediately began the tendering and procurement process with the successful proponent placing the order for the replacement chiller with the manufacturer. The manufacturer lead time upon ordering of the equipment estimated arrival of the equipment in September 2024.

With the new chiller not slated to arrive until post cooling season, staff began exploring options to ensure the continued functioning of the existing chiller to provide partial cooling through the 2024 cooling season. As the chiller is currently operating on one out of four compressors, staff investigated installing an additional compressor on the existing chiller to provide a level of redundancy in the event of a failure to the sole compressor. After contractor review, it was determined that the overall condition of the existing chiller could not support the addition of a new compressor and the likelihood of catastrophic failures would increase. This review further confirmed that due to the condition of the existing chiller, no viable options exist to ensure the continued functioning of the unit.

With that, staff began to look at alternative cooling solutions starting with a review to determine if the existing chiller located at the nearby Activate Penticton rink could be utilized. However, because the rink chiller operates on a Brine system versus the City Hall chiller which operates on a water system, the lead time on required parts and materials to make this a viable solution would not have been available in time to meet the cooling season timelines. The possibility of bypassing the Brine system and running temporary hoses from the existing rink chiller to the rooftop of City Hall was also explored as an alternative option however several challenges with this scenario including a secure path of travel for the hoses, lead-time to source and secure required materials and contractor availability to perform the work required made this an unviable option to meet the cooling season needs. The option of relocating the rink chiller to City Hall roof was also considered however as that chiller was designed and specified for the rink a number of professional reviews would be required to be undertaken to ensure suitability and fitment for City Hall which would not allow for a timely solution.

In lieu of providing a temporary cooling solution for the facility, alternate working accommodations for City Hall staff was also considered in the event of a failure with the existing chiller during the cooling season. While some of the approximately 75 staff could potentially be temporarily relocated and/or work remotely, a number of public facing functions including tax and utility payments, permitting, council meetings, etc., require onsite staffing and functional space availability making this a non-viable solution as the required indoor temperatures for a suitable work environment would not be achieved. Furthermore, other City-owned facilities cannot currently accommodate these public facing functions and there would be an impact in service levels.

Most recently the chiller experienced another failure in May 2024 with a complete loss of freon. Staff were able to source freon, a refrigerant that has been phased out of production, and have temporary measures in place to mitigate future leaks. This most recent failure has underscored the vulnerability of the equipment and the importance of moving forward with a solution to ensure business continuity and a safe working environment.

After reviewing all options, rental of a temporary chiller was determined to be the only timely solution to ensure continued cooling of City Hall throughout the summer months. It is estimated that from the time of order placement for delivery and setup will be approximately 3-4 weeks. Decommissioning and removal of the existing failed chiller from city hall can also commence upon delivery and setup of the temporary chiller thereby allowing for immediate installation of the new chiller upon arrival.

Due to the time sensitivity, staff have proceeded with rental of a portable chiller unit for the summer months at an approximate operating budget cost of $133,000, in order to ensure continued cooling of the City Hall facility during the 2024 cooling season.

SS Naramata Vessel Lift & Repair – 2024 Capital Budget Impact

The SS Naramata is a city-owned asset originally built in 1914. It is a registered historic site currently located aground west of the SS Sicamous. The SS Sicamous Marine Heritage Society is the caretaker of the vessel.

In February of 2024 the SS Sicamous Marine Heritage Society forwarded a copy of a Marine Survey Condition Report which they had commissioned for the SS Naramata. The report completed by a marine surveyor advised that the below ground exterior hull, hull sides and hull frames including riveting shows extreme corrosion requiring repair as soon as possible. The report further states that, based on the current condition

of the below ground hull, repair is still currently possible however in fewer than two years if repairs are not completed the vessel will be beyond repair. The report further concludes that the hull cannot be restored in the vessels current position, and it must be lifted onto a land-based platform not less than 1 meter above ground level, secured by helical piles that are affixed into the bedrock below capable of supporting the vessel weight of approximately 150 metric tons.

Post receipt of the above-mentioned report staff have worked with the Heritage Society to investigate the options available and potential associated costs. In addition, with the vessel registered as a heritage site, the Society and staff have consulted with the BC Heritage Branch. Following these discussions, staff engaged Hillside Engineering for an initial site visit to provide an opinion on the option of lifting the boat and placing it on a structure.

In order to properly scope and price the work required, engagement of a structural engineer, geotechnical engineer and environmental biologist will be required to determine potential options for the vessel lift, design and construction options for a cradle for the vessel to be permanently placed on and issuance of all required notices and permits associated with work performed within the proximity of Okanagan Lake.

Preliminary pricing has been received by all required trade professionals with an estimated cost of approximately $50,000 to complete the initial investigatory work with final repair costs to be determined once the preliminary work has been completed. Initial rough order of magnitude estimated final repair costs are thought to be between $1M - $3M. The SS Sicamous Society has committed to contributing $5,000 towards the preliminary work.

While considering the possibility of future investment into the SS Naramata, it is important that there are other heritage assets on this site that also require funding to continue preservation. It has been identified that the SS Sicamous, the feature vessel of this site, needs to be repainted in order to provide adequate protection against the elements. Staff estimate the cost for this project, which includes hazardous material abatement, is approximately $1.2 – 1.5M. This project is also currently unfunded. The SS Sicamous Area Master Plan, developed in 2014, also includes roughly $6.5M (2014 $ value) of projects that have largely remained unfunded. Since then, the City has also completed a master plan for Skaha Park East, with projects valued at roughly $3.2M (2021 order of magnitude estimates), most of which also remains unfunded.

Should council direct staff to proceed with the preliminary design and engineering work, staff will have a better understanding of the full project scope and cost, and a funding strategy can then be developed and presented to Council for consideration and direction.

Alternatively, Council may decide to direct staff to not proceed with the required design and engineering work and begin exploring the options for decommissioning and disposal of the SS Naramata vessel. Should Council wish to explore this option, staff will bring back a report outlining associated costs and steps to complete the work for final direction.

Kings Park Sportsplex - Recover Roof – 2025 Capital Budget Impact

As part of the 2023-2027 Financial Plan, capital funding in the amount of $300,000 was allocated for the replacement of the fabric cover of the Sportsplex facility based on a number of leaks in the previous year and an assessment conducted by a third party advising the roof was at end of life. Staff engaged a roofing contractor, who specializes in this type of roof structure, to design, manufacture and install the fabric roof

cover. In Q1, the fabric material was ordered at a cost of $220,000, with costs associated with the installation in addition to this. In Q2, staff received updated pricing estimates for the installation of the material and costs exceeded the $80,000 remaining in the budget. Following this, Council approved the allocation of $222,000 from the Growing Communities Fund to the Sportsplex roof recover project to complete the installation of the fabric roof.

In Q3, several issues arose with the contractor, including a failure to attend the scheduled delivery and installation, which lead to legal intervention. This resulted in the fabric being delivered to the City and the City looking to find a new contractor to provide the installation of the material. Additionally, as the initial contractor would no longer be completing the material installation no warranty for the roofing material would be provided by the contractor in the event of premature failure.

Staff reached out to a total of six qualified companies requesting pricing to have the materials installed with four of the six of companies advising they would not install material not provided by them and were unwilling to consider the project. Two companies agreed to visit the site to complete a review and determine if they would be willing to complete the installation. Of the two, one company advised they would not take on the project after site review and the second company provided proposals for completion.

Upon inspection of the roof, both contractors advised that the initial build was not completed properly back in 2008 with no insulation being added between the inner fabric and outer roofing material. The lack of insulation was a contributing factor to the premature failure of the existing roofing fabric as the fluctuation between the internal temperature of the indoor field and exterior temperature creates an atmospheric river effect between the two fabric layers leading to water buildup and fabric deterioration. The lack of insulation also provides insight into the difficulty in maintaining a comfortable indoor temperature during cold months and high energy consumption, with heating for the facility costing approximately $30,000 annually.

The pricing proposals received by the contractor willing to complete the work are as follows:

1. Installation of City owned fabric - $290,000.
   With this option no warranty would be provided on the fabric and the contractor cannot guarantee proper fitment of the material until installation commences.
2. Supply and installation of new fabric - $412,000
   This option comes with a 15-year warranty.
3. Supply and Installation of insulation - $468,000
   Pricing of the supply and installation of the insulation is in addition to options 1 & 2.

Based on the investigations undertaken and discussions with various contractors and manufacturers, it is recommended that supply and installation of new fabric cover in addition to installation of insulation be undertaken to ensure the longevity of this important community asset. After reviewing the recently completed Facility Condition Index (FCI) report, which determined there are no significant issues with the structure itself, staff estimate that the installation of new fabric and insulation, as recommended, should allow for a minimum 15-20 years of continued use. The total cost to complete the work as recommended is estimated at $880,000.

Staff have undertaken an exercise to obtain rough order of magnitude costing to fully replace the existing structure with costs for a standard building structure estimated at approximately $4.5M. While looking at the option to fully replace the structure, it is important to note that there is still approximately $800K of debt

owing on the original build and there are a number of other City facilities that will require major upgrades or replacement in the coming years. In consideration of this, staff are suggesting through the recommendation, an appropriate level of investment be made into the existing facility to ensure another 15-20 years of continued use.

There is currently $300,000 remaining in the capital budget for this project and staff are seeking an additional $580,000 to complete this work in 2025. If approved, these funds would be included and funded within the 2025-2029 Financial Plan.

Staff are currently reviewing options to re-purpose the already purchased roofing fabric should Council endorse the staff recommendation.

Financial implication

The additional funding required for all three of these projects was not anticipated and therefore was not included in the financial plan. As such, staff are proposing the following funding sources for Council's consideration:

City Hall Chiller - Staff are proposing that the $133,000 operating expense associated with the chiller rental to provide temporary cooling for City Hall be funded from General Operating Surplus.

SS Sicamous – Should Council wish to proceed with the preservation of the SS Naramata, staff are recommending that Council direct $50,000 from the Asset Emergency Reserve to fund the preliminary work. As at December 31, 2023 the Asset Emergency Fund had $3.7M, although there are several other ongoing projects being funded from this reserve, there are adequate funds to cover this project.

Kings Park Sportsplex – Recover Roof – The following costs options reflect the various proposals provided:

Option A: New fabric, with insulation = $880,000
Option B: New fabric, no insulation = $415,000
Option C: City-owned fabric, with insulation = $757,000
Option D: City-owned fabric, no insulation = $290,000

Staff recommend proceeding with Option A at a total cost of $880,000. There is currently $300,000 remaining in the capital budget for the replacement of the fabric cover roof. Staff are recommending that Council approve $580,000 for the purchase and installation of new fabric material and insulation to be included and funded in the 2025-2029 Financial Plan.

As at December 31, 2023 the City still owes $811k in debt for the original build of the Sportsplex, these debt issues will expire between 2028-2031.

Council may wish to direct staff to proceed with a different option for the Sportsplex project.

Analysis

City Hall Chiller Replacement – Upon learning of the anticipated September delivery of the newly ordered chiller, Facilities engaged with our qualified contractor reviewed the existing City Hall chiller to seek cost effective recommendations to ensure continued cooling throughout the summer months while we await the arrival of the new chiller. After exhausting all options and based on the current fragility of the existing

chiller, the staff have proceeded with securing a rental unit and are seeking Council's approval of the required budget amendment.

SS Naramata Vessel Lift & Repair – Based on the information provided within the Marine Survey Report dated February 2024, should Council wish to continue preservation of this historical asset, staff recommend that Council approve the transfer of up to $45,000 from the Asset Emergency Reserve so that engineering and design work can be undertaken to determine the full extent of the work required along with associated estimated costing. As outlined within the report, failure to address these issues, within a maximum period of 24 months will lead to further deterioration likely beyond repair of the vessel.

Should Council decide not to proceed with the continued preservation of this asset, staff recommend that Council direct staff to begin exploring the options and costs assisted with decommissioning and disposal of the SS Naramata vessel and provide the findings to Council at a future meeting for further direction.

Kings Park Sportsplex - Recover Roof– After careful consideration of the available options, staff recommend the procurement of new fabric cover in addition to the supply and installation insulation. The recommendation is being made in consideration of overall asset lifecycle and risk review and mitigation. Procurement of a new fabric provided by the installer will provide a 15-year warranty on the materials and installation while completion of the required insulation will further extend the lifecycle of the roofing material while reducing heat loss and improving energy efficiencies within the building.

While option 1, utilizing existing City owned fabric, is the lowest upfront cost, the absence of warranty exposes the City to potential unbudgeted costs in the event of premature failure with no recourse available to seek remedy from the original supplier. Additionally, as there is no feasible method of inspecting the fabric prior to installation, in the event of a fitment or quality issue during installation the project would need to be put on pause with the indoor facility potentially exposed until such time as the issue is resolved with the original contractor from which the material was purchased.

Attachments

Attachment A – Marine Survey Report

Attachment B – Sportsplex Roof Replacement Quote

Respectfully submitted,

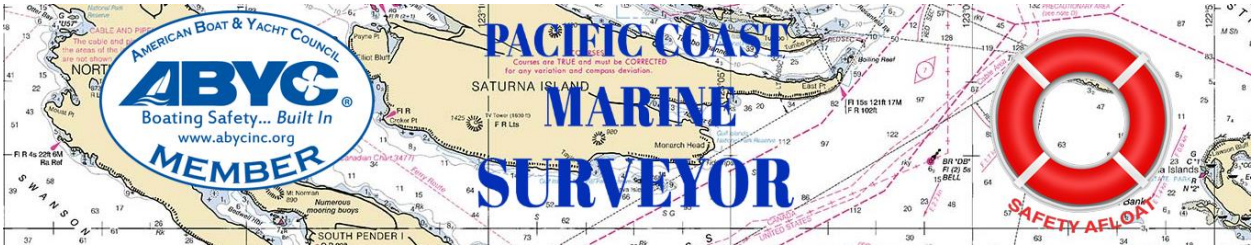
Kelsey Johnson
Director of Community Services

Anthony Policicchio
Facilities Manager

Concurrence

Director of Finance & Administration	General Manager of Infrastructure	City Manager
AMC	KD	

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MARINE SURVEY & CONDITION REPORT

SS Naramata

1914 SS Tugboat CPR Vessel



Prepared for: SS Sicamous Society

Prepared by: Victor Fairholm
Pacific Coast Marine Surveyor
www.pacificcoastmarinesurveyor.ca
Local: 250-893-2839

Report #: 20240201-SSN
Date: February 5, 2024
American Boat & Yacht Council
Member # 57376751

Canada Toll Free: 1-833-893-2839
Email: victor@pacificcoastmarinesurveyor.ca

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Survey Reporting

This report is issued without prejudice and solely for the use of the person who initiated the report. The information contained herein I certify to the best of my knowledge and belief.

The statements of facts are true and correctly noted. The report Analysis and Opinions are limited to the scope of my personal and professional conclusions without bias; I have made a full inspection of the unit including the subject material contained within this report. This report is a full and wholly contained analysis of the structure and cannot be used in part or separate from the full report.

This report is a professional opinion and does not constitute a warranty, expressed or implied. It is a statement of my professional opinion as viewed at the time and place of my inspection. This inspection is limited to the accessibility of certain areas of the structure.

Pacific Coast Marine does not assume any liability for damages, defects or deterioration not discovered in this inspection. Pacific Coast Marine does not assume any liability for repairs or any costs resulting from this analysis or any actions by others.



Inspected by:	**Victor Fairholm - Marine Surveyor/Consultant**
Survey address:	**1099 Lakeshore Drive West, Penticton, B.C.**
Survey requested by:	**SS Sicamous Society – Katie Pereira**
Names of Owners:	**SS Sicamous Society**
Customer emails:	**laven.jessie@gmail.com – info@sssicamous.ca**
Customer phones:	**Katie Pereira office 250-492-0403 cell 250-496-9318**
Customer address:	**1099 Lakeshore Drive West, Penticton, B.C.**
Parties present:	**Surveyor, Assistant, Multiple Volunteers**

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Document Information in this Report

Photo gallery of each category attached to the section of the vessel reported

Vessel overview by number header sequencing by page numbers as follows:

1 – Page 1_____ Marine Survey and Condition Report cover
2 – Page 2_____ Survey reporting outline and request
3 – Page 3-4_____Index of reporting
4 – Page 4_____ Engagement to Survey Reporting
5 – Pages 5-10 _____ General Description of Vessel including Cathodic System ICCP
6 – Pages 10-14 _____ General Specifications of Vessel
7 – Pages 15-18 _____ Hull Deck and Structure
8 – Pages 18-19_____ Propulsion and machinery
9 – Pages 19-20_____Tankage and line system
10- Pages 20-21_____Through hull fittings
11- Pages 21-22_____Under waterline inspection
12- Page 22-23_____On board amenities
13- Page 24_____ Ground tackle
14- Pages 24-27_____Onboard electrical systems AC
15- Pages 27-28_____Navigation aids and controls
16- Pages 29_____ Interior Spaces
16- Pages 29-31_____Galley
16 -Pages 31-34_____Crews' quarters
16- Pages 34-38_____Boiler room
16- Pages 38-40_____Cross members framing and keel supports
16- Pages 41-42_____Coal bunkers
16- Pages 43-48_____Main steam engine room
16- Page 48_____ Shower room
16- Page 49_____ Enclosed head
16- Page 49-50_____Stowage room aft starboard side
16- Pages 50-51_____Steam engine access starboard side
16- Page 51 _____Coal bunker loading starboard with access to boiler room
16- Pages 52-54_____Officers' quarters and deck level
16- Pages 54-56_____Pilot house bridge
17- Pages 56-58 _____Outer main deck equipment
18- Pages 58-59 _____ Safety equipment and accessories
19- Page 60 _____Recommendations
20- Page 61_____ Surveyors Notes
21- Page 62_____ Historical significance of the SS Naramata
22- Page 62_____ Preservation benefit
23- Page 63_____ Recommendations for lifting vessel
24- Page 63_____ Scope of Survey Report
25- Page 64_____ CONCLUSIONS OF SURVEY
26- Page 65_____ Sites used as reference information
27- Page 66_____ End of Report information

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Engagement to Reporting

January 27, 2024

Victor Fairholm
Pacific Coast Marine Surveyor/Consultant
Box 288
Brentwood Bay, B.C. Canada V8M 1R3
Canada toll free: 1-833-893-2839
Local: 250-893-2839
Email: victor@pacificcoastmarinesurveyor.ca

Directors: SS Sicamous Society

Pacific Coast Marine Surveyor was authorized by Katie Pereira in 2023 to complete a Survey & Condition Inspection with reporting on the SS Naramata, a 1914 SS Tugboat currently aground at Lake Okanagan south in Penticton, B.C.

The inspection was scheduled for 4 days with full access for 6 hours per day. Approximately 160 photos were taken during the inspection, with the Surveyor investigating all the areas accessible to the vessel, with some restrictions below the fore and aft decks. This inspection was completed late January 2024, with the Surveyor and his assistant taking notes of documentation during the inspection process.

The vessel is in a state of refitting with multiple recommendations sited and Surveyor's notes attached to the following report. Primary and secondary goals of the SS Sicamous Society were more clearly defined once the surveyor was on site, which resulted in a more expansive inspection and reporting with comments included below. The grounding system was inspected with the data on this system attached in the bound report.

During the inspection dates the SS Sicamous was toured. Clearly the quality of restoration on the SS Sicamous is impressive. If this is any reflection of how the SS Naramata will be refit and restored, the SS Sicamous Society and its members are to be congratulated on their efforts of restoration and historical representation. A complete ring bound 105 page document published by the US Secretary of the Interior of Standards for Historic Vessel Preservation Projects, with guidelines for Applying the Standards, is included with the bound copies sent to the SS Sicamous Society.

Authorization was completed and signed by Katie Pereira, General Manager of the SS Sicamous Society. The surveyor engaged several volunteers for information relating to the reconditioning and ongoing efforts of the SS Sicamous Society.

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General Description

The SS Naramata is a steel-hulled Tugboat originally built for the Canadian Pacific Railway. The exterior has a recent coat of paint in the original CPR company colors of green hull with top gunnel white strip, buff (yellow) decks and sides with black trim. The construction is riveted steel panels with a vertical plumb bow steel plated, with 3/8" x 3" side rub rails riveted. The four main decks are riveted plate steel with deckhead and steel cross members as supporting frames. The main deck is steel plated with raised bulwarks, constructed as part of the hull sides, with steel top caps, steel tube riveted bulwark supports (with after OEM: *original equipment manufacture),* side welded gussets, and multiple framed hawse pipes adjacent to the large, riveted steel deck cleats. Other side areas have steel twin bollards and vertical rollers inset in the bulwarks.

The foredeck has a twin style capstan horizontal windlass with dual gear attached dog locks each. There appear to be steam lines leading to the capstan with no sited controls. The steam lines appear to be capped off, and although reported by a volunteer that this is a manual style winch, this machinery could not be operated manually and would require steam power. On the forward deck are several framed hawse pipes through the raised bulwarks for mooring lines and ahead of the vessel for towing line attachments. Access to the main deck requires stepping over the bulwarks with no side boarding doors sited.

The galley is located from the port side outer main deck and has the only intake air ventilation system sited aboard. Exhausting burnt coal is from the galley stove, which is directed through the galley aft bulkhead. Directly below the galley are the crews' quarters. The crews' quarters have bunks for 9 persons including the single forward berth for a senior officer. Abaft of the galley is the boiler room as described above.

The main Scotch boiler room (two decks in height) is located amidships with twin coal bunkers abaft, with the next compartment aft being the main steam engine. Within the steam engine room (two decks of height) is the steam AC generator. The original AC electrical panel is located on the aft starboard bulkhead. There are other workshop materials and equipment sited in this room.

Aft along the port side through a wood framed hinged single door is access to the lower deck crews' quarters. The next two side entrance doors lead to the forward boiler area. The coal loading room pocket sliding doors on each side are from the upper level. The main steam engine room door is abaft of the sliding coal loading pocket doors. The shower stall door is the seventh door from the port side main deck and the last door is access to the single enclosed head with a direct discharge sanitation device.

On the rear deck is a 1M (meter) drum style steam driven winch with estimated over 100M of steel cable. Vertical roller blocks astern were sited for use of the main winch cable during towing operations.

On the starboard side of the aft deck is a mounted, dated ERA style multiple door cooler. Deck cleats as described in this report are also riveted to the decks. Steering cables were sited running across the top of the main deck starboard side, in a U-shaped steel channel leading through a series of snatch blocks. The continuous steering system reverts to cable and tensioners connecting the steering mechanism to the rudder stock, which is sited above the aft deck. The steering is currently not connected to the rudder.

The top of the rudder stock is squared for the attachment of an emergency tiller, not sited. There is a steel ladder leading from the aft deck port side to the raised tender deck above the boiler and steam engine rooms. Leading from the aft deck on the starboard side, the first door gives access to a stowage room approximately 2M x 3M. This compartment, with metal bulkheads, has wood cladding of tongue and groove softwood. Two of the four walls have been renewed; the forward bulkhead has what appears to be the original wood cladding. There are multiple opening ventilation wood framed windows along each side of the vessel.

Some of the window frames are restored, some remain in a condition to be restored and one is missing along the starboard side and covered in sheet plexiglass. Ahead of the starboard stowage room is a door leading to direct access to the steam engine room, aft starboard side. There are opening windows around the vessel to each interior space. The next door is a sliding pocket type 1.15M for access to the top deck of the steam boiler for coal loading, below removeable deck plates to the coal bunkers below. The final door opens to access to the pilothouse, captain's quarters and the first officers' quarters. A steel staircase, with the original bronze bullnose and kickplates, leads to a landing that has opening doors to the tender deck each side, and around the bow area ahead and below the pilothouse. Abaft from this landing are the captain's and first officers' quarters, which also have additional exterior deck access to the outer boat deck with private doors opening. The soles and bulkheads of this area are wood clad and finished.

The upper boat deck is enclosed with steel tube railings on metal stanchions, with an intermediate horizontal rail midpoint between the top rail and the deck. The exterior railings and upper boat deck extend abaft from the stern ladder from the rear deck around the officers' quarters to around forward of the pilothouse. The stanchions are riveted and rail tangs were used for this construction. The hinged twin steel tubing launching davits are steel poles each side with riveted foots to the deck walls (re-enforced with stops). The deck material is riveted steel with some overhang over the main deck from the sole of the boat for weather cover over the main walkaround.

The decks above the officers' quarters and the pilothouse steam tubes were sited with the ship's sound signal system. There is a grown main mast with twin deckhead lights, navigation panels (red/green) and other lights compliant to collision regulations and navigation lighting requirements to the ERA. On the bow is a grown flag staff. The only intake air horn is on the forward boat deck ahead of the pilothouse for air intake directly into the galley. There are minimal exterior railings extending from the boat deck around the bow of the main deck in steel tubing.

Measuring the interior depth of the hull and transposing this height to the outer side of the vessel, it is determined that the vessel sits in 1.3M (4’ 6”) of sand below the hull sides, midships tapering off to lessor ground depths at the bow and stern. The grounding system as sited and inspected appears to be adequate for the size of this vessel, and the grounding cable (6 gauge) is a single attachment. The corrosion and erosion of the metal interior would indicate that the impressed *Current Cathodic Protection* (ICCP) grounding is correct and will inhibit further electrolysis deterioration. Installed by Southwest Corrosion Control Ltd.































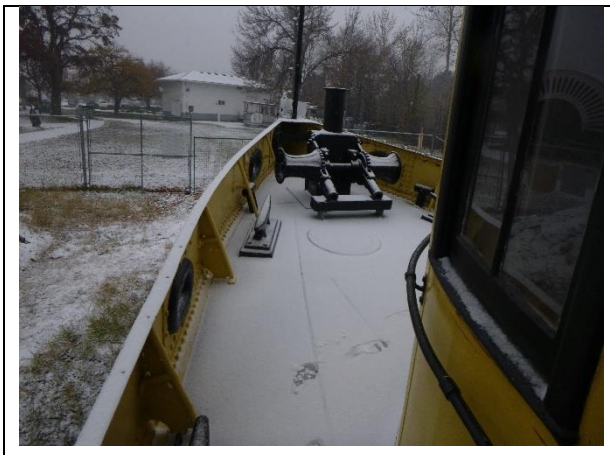
GENERAL EXTERIOR CONDITION:
The exterior of the hull above ground is in reasonably good condition. Along the starboard side amidships, the lower angle iron rub rail is broken and detached from the hull sides. The hull and deck sides have been recently painted to protect the metal from further deterioration and rusting. The painted condition of the hull is good.

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General Specifications

Original Ownership:	**Canadian Pacific Railway Company**
Type of Vessel:	**Steel Tugboat powered by steam**
Vessel Name:	**SS Naramata**
Vessel Model & Year:	**Tugboat Commissioned April 23, 1914**
Vessel Builder:	**Pre-assembly fabrication in Port Arthur, Ontario (Thunder Bay) by Western Dry Dock and Shipbuilding Company**
Vessel Assembly:	**Final assembly completed at Okanagan Landing, B.C. 1914**
Main Construction:	**Riveted steel plating with wood cladding in supporting areas**
Dates of Construction:	**September 1913 completed and commissioned April 23, 1914 at Okanagan Landing, B.C. after final assembly**
Original Cost Canadian:	**$ 43,000 Canadian**
Main Color:	**Green hull, white gunnel stripe with buff yellow superstructure with black accents**
Hull Type:	**Tugboat with minimal deadrise plumb bow (flat style bottom as sited) from interior spacing**

Hull ID#:	**Not sited**
Transport Canada Reg. #:	**Not sited**
Length Overall (LOA):	**30M (98‘ 0”) Reported**
Registered LOA:	**27.4M (89‘ 9.5”) Reported**
Maximum Beam:	**5.9M (19‘ 6”) Reported**
Draft:	**1.7M (5’ 6”) Reported**
Depth:	**2.4M (8‘ 0”) Reported**
Dry Weight:	**149.94 GT Per registry**
Registered Tonnage:	**73.67 T Per registry**
Power:	**Steam, Scotch Marine Boiler fore-and-aft, compound jet condensing at 150 ihp**
Main Engine:	**150 ihp (110 Kw) steam 2 piston type, although 4 steam rams were sited, likely only 2 propulsion rams to the steam engine with 2 fore/aft guiding rams - unknown**
Propulsion Propeller:	**1.96M (6’ 5”) four blade screw type (not measured) reported**
Exhaust Smokestack:	**Extending from the top of the boiler through the upper decks with ½” steel rod stays (See Surveyors Notes)**
Operating Speed:	**11 Kilometers per hour (while towing) reported**
Maximum Speed:	**19 Kilometers per hour reported**
Generator:	**Steam powered piston 27.3 Hp (20.4 Kw nominal) reported**
Auxiliary Tender Vessels:	**Sited one life vessel starboard side, grown lap strake design. Missing one launch style vessel (auxiliary lifeboat) port side**
Davit System:	**Dual hinged tube steel block with tackle arms each side from boat deck one level above main deck over boiler and engine rooms. Side hinged steel connected for multiple block and tackle style launching not sited**
Extended Boat Deck Sole:	**The steel plated boat deck sole is extended over the aft deck windlass, acting as a weather cover to the windlass machinery. The access steel staircase from the port side leads from the aft deck, with railings to the upper boat deck above the main deck walkway. Side overhangs were also sited**

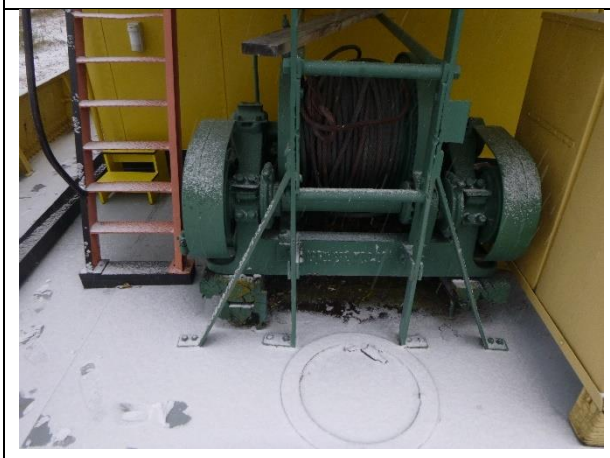
















GENERAL CONDITION:

The exterior bulwarks and supports, including the deck plates, are in reasonably good condition and protected with recent paint covering. As sited in the two photos above, the bulwarks have been additionally supported from OEM with steel gussets welded to the sides. The exterior steering system on deck is disconnected from the rudder sited during the inspection. The 6" x 6" wood deck mounting for the rear winch has deteriorated with rot and will require replacing by lifting of the winch and re-bedding the machinery, secured by bolting with new lumber. The roller snatch blocks for steering and towing are all intact and in good condition. The deck cleats are 24" cast iron type riveted to mounting plates through the main deck on ¾" plate steel panels. The underside framing and connections were not sited during the inspection and these cleats should not be used during the lifting of the vessel from her grounding, considering the age and current structural condition of their mounting.

Additional precautions should be taken to support the hull when lifting the vessel not to compromise the sides of the bulwarks from collapse, including the hull bottom when lifting. The lifting sling arms should be astride (outboard) of the hull. The condition of the Bulwarks and their supports will not take the weight of the lifting required for this vessel without possible collapsing and serious exterior damage resulting.

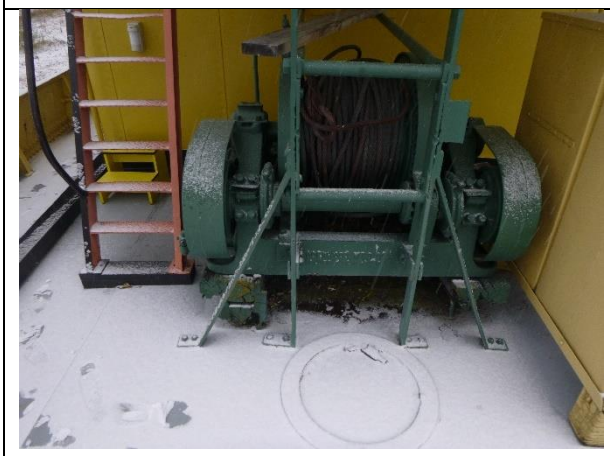
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Hull, Decks & Structure

Hull:	**Steel riveted (See Recommendations 1)**
Rub Rails:	**(3) Each side 3/8" x 3" steel riveted steel angle iron**
Decks Exterior:	**Steel plates riveted with 1" steel hand railings around bow**
Bulwarks:	**Continuation of hull sides 24" above main deck height with top steel combing caps, riveted steel tubing stanchions 1.25" diameter supports, with welded ¾" steel triangle style gussets supporting bulwarks. Not by the original design most likely added from OEM**
Decks Interior:	**Mix of steel plates, bar type welded and metal sheathing over wood soles with lower framed steel angle iron gussets**
Superstructure:	**Steel plates riveted to steel angle framing**
Finish Condition:	**Painted in original CPR colors.**
Hull & Decks Joint:	**Riveted plate steel**
Stringers/Frames:	**Steel riveted cross members and deckheads**
Keel:	**Riveted sheet steel over every raised interior keel support spaced approximately 24"**
Rudder:	**Steel internally mounted (buried in sand) and topsides only inspected**
Keel Shoe:	**Not sited (buried in sand) and likely supports lowest point of the keel connection via an extension steel rib to the lower keel**
Bulkheads:	**Sheet steel riveted and fixed with some interior wood cladding and deck supported 4" x 4" beams as sited in photo gallery**
Vessel Boarding:	**No specific access doors sited, step over gunnel sides**
Main Decks Access Hatches:	**Not sited as hatches have been removed and replaced with firm fitting plywood (round plates) foredeck and abaft on stern deck**
Cabins Access Below Deck:	**Through wood framed wood hinged doors from main deck down steel vertical step ladders to boiler and steam engine room**

Cabins Access Upper Deck:	**Through wood framed wood hinged doors to steel fixed staircase on forward starboard side to Captain's/First Officers' quarters and pilothouse**
Exterior Ladder:	**From aft deck to auxiliary tender deck steel stairs port side aft**
Windows:	**Multiple wood framed sliding glass plated all opening all decks**
Port Holes:	**Multiple non-ferrous round type**
Railings & Decks Enclosure:	**Upper boat deck steel tubing type riveted stanchions steel rails**
Deck Drainage Scuppers:	**Multiple sited through bulwarks from main deck for water drain**
Masts:	**Foremast flagpole (grown), main mast forward of exhaust stack grown, with exterior lighting fixture and navigation lighting**
Stays:	**Steel ½" rod type non adjustable supporting only smokestack**
Exhaust Stack:	**Continuous from topside of boiler through upper structure rising to approximately 3M above pilothouse deckhead with steel rod stays not adjustable (See Recommendations 2)**
Forward Windlass:	**Dual vertical capstans with forward hawse pipes each side. Capstans twin mechanical dog type locking each side. A Society member suggested that this was a mechanical type windlass. It is the opinion of the surveyor that this machinery would have been steam powered as there is evidence of possible steam pipes capped off around the windlass. Access to the underside of the foredeck was impeded by weather and solidly secured round plywood covers were fixed over the original inspection hatches to see below decks at the foc'sle ahead of the crews' quarters**
Aft Deck Cable Winch:	**Steam driven drum type with ¾" wire cable through bulwark rollers vertical type each side through stern (See Recommendations 3)**
Mooring Bollards:	**Steel multiple double vertical type sited abaft on main deck**
Deck Cleats:	**Iron deck riveted flange type, multiple located forward and aft deck riveted through mounting plates to interior framing 31"**
Hawse Pipes:	**Through bulwark sides with welded steel tube framing around each opening of hawse pipes**
Cooler Food Cabinet:	**Common ERA four drawer cooler/ice box mounted on the stern deck starboard, metal framed insulated for use with ice blocks for food stuffs used aboard**












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Propulsion & Machinery

Main Engine:	**150 ihp (110 Kw) Steam 2 piston type, although 4 steam rams were sited, likely only 2 connected to steam engine propulsion**
Fuel Type:	**Coal to main Scotch boiler for steam power via fresh water fore-and-aft, compound jet condensing**
Coal Bunkers:	**(2) With loading through each side, one on each side of the vessel accessed through the upper aft boiler deck sliding pocket doors with lift out deck plates for access to lower boiler loading**
Sea Water Intakes:	**Sited on port side in main engine space**
Sea Water Strainers:	**Not sited**
Main Engine Mounting(s):	**Fixed no anti vibration system sited**
Engine Controls:	**Steam valve controlled from the machinery spaces not sited**
Propeller Type:	**4 blade right hand gland through keel (half buried in sand)**
Propeller Shaft:	**Sited with substantial drive shaft supporting glands**
Rudder:	**Steel spade type internally mounted, likely has keel shoe not sited as the vessel is buried in sand 1.25M**
Engine Cooling:	**Sea water flow rate controlled by valves**
Boiler Machinery Space:	**Midships two decks internal height 4.5M (estimated)**
Steam Engine Space:	**Abaft of the boiler space two decks internal height 4.5M (estimated)**

Bilge Pumping:	**Original pump not sited, currently a small 120V AC bilge pump**
Steering System:	**Multiple gear reduction helm from forward pilothouse on pedestal with 42" grown wheel center non-ferrous hub, with ¾" chain via rollers to wire cable. Roller snatch blocks for direction change to stern. Sited on deck, chain to cables exposed to snatch blocks, wire cable transitioning from chain to aft chain again at the rear on main deck through starboard exterior side. Cable running across main deck in channel steel to rudder post sited above aft rear deck. Rudder post squared for an emergency tiller application. Adjustment shackling sited**
Steam Generator:	**Sited on starboard side of engine machinery bay, in a state of disassembly and refitting. Most dials from the main engine and the steam generator have been removed and stored for refinishing and repairs**

GENERAL CONDITION:
Clearly the boiler, main engine and steam generator will no longer function as an operational propulsion system. The machinery is, however, in a solid enough exterior state to be restored and refinished for display purposes as the intended museum. The lower side sections of hull and lower bilges around the keel supports are heavily corroded and eroded.

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Tankage & Line Systems

Fresh Water Tank Material:	**Sited in engine room aft starboard bulkhead**
Fresh Water Tank Capacity:	**Unknown**
Fresh Water Pressure:	**Unknown, likely steam driven freshwater pump(s)**
Hot Water Tank:	**Steel estimated at 40 Imperial gallons aft bulkhead starboard side of steam room space**
Sanitation Device:	**Direct discharge porcelain manual flush toilet eighth door (rear) access from exterior deck (last door alongside from the bow)**
Black Water Discharge:	**Unconfirmed direct overboard discharge**
Shower System:	**Pressure water stall exterior deck access through wood framed hinge door seventh from bow with direct overboard drain of grey water**

GENERAL CONDITION:
The tanks and lines sited appear to be in restorable condition with no corrosion through the pipes and tanks as sited. The steel water lines appear to be intact as does the shower stall and the enclosed head area

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Thru Hull Fittings

Main Engine Intake(s):	**Sited starboard side amidships steel piping for water**
Boiler Exhaust:	**Stack at top of boiler extending through all decks and approximately 4M above vessel boat deck**
Propeller Shaft Gland(s):	**Not sited due to vessel buried in sand, through keel gland**
Sanitation Device Intake:	**Gate valve not sited, through hull at stern unknown**
Sanitation Device Exhaust:	**Direct overboard discharge unknown, no access**
Bilge Pump Exhaust(s):	**Original pumping system not sited, currently 120V pump**
Grey Water (sinks) Drain(s):	**Direct overboard gravity discharge unknown, no access**
Engine Space Venting:	**Ambient air**
Mooring Hawse Pipes:	**Multiple sited through bulwarks**
Ambient Air Intake:	**Horn style on forward pilothouse deck above galley intake to forward pantry of galley**
Exhausting Galley Stove:	**Sited through piping starboard side of galley to atmosphere.**
Interior Space Venting:	**Multiple wood framed drop-down plate-glass windows**









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Under Waterline Inspection

Condition of bottom:	**Not sited from exterior; interior condition shows a leak at the forward starboard side under the steam boiler**
Keel:	**Covered in sheet steel with riveted U-shaped supports between each cross member 24“ apart (See Photo Gallery)**
Bottom Coating:	**Unknown, vessel buried in 1.25M of sand aground**
Chines:	**Unknown**
Electrolysis Protection:	**Onshore system connected with SS Sicamous single cable supplied and installed by Northwest Corrosion Control Systems**
Starboard Rub Rail:	**Sited broken away from hull side with advanced corrosion on starboard side amidships, see photo lower right below**





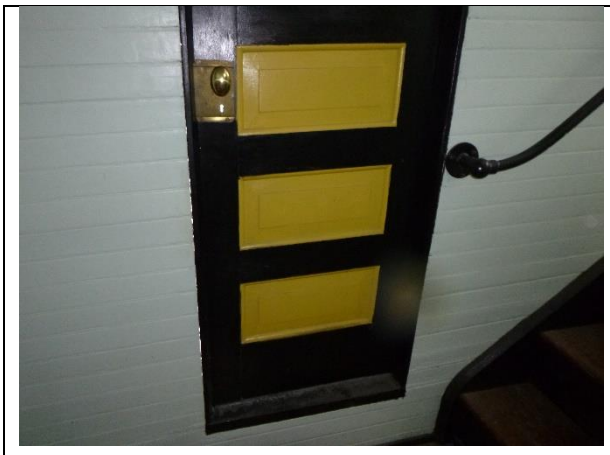




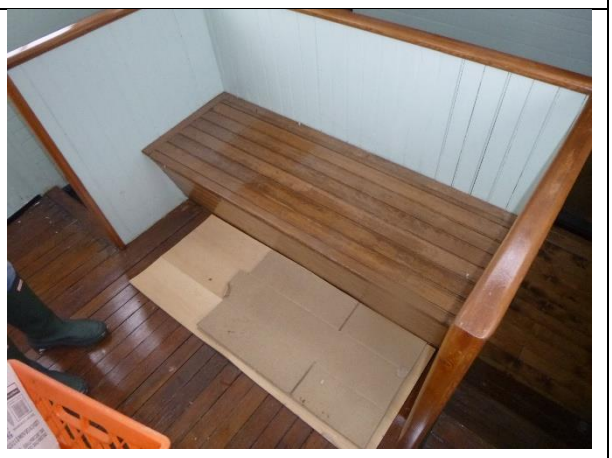
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On Board Amenities

Interior Handrails:	**Multiple sited along staircase to crews' station, from the starboard side entrance up the pilothouse staircase, from the officers' quarters deck leading to the pilothouse**
Deckhead Hand Holds:	**Not sited**
Exterior Handrails:	**Along the exterior main deck around the forward bulkhead attached to the structure, deck enclosure around the boat deck and the surrounding deck forward of the pilothouse**
Pressure Water:	**Pumps not sited, there are pressure water systems in the fresh water/hot water system to the shower and galley sinks**
Hot Water System:	**Multiple ERA hot water lines from hot water tank located and identified in steam engine room space bulkhead mounted**
Sanitation Device:	**One single gravity drop direct discharge porcelain toilet**
Enclosed Head:	**Sited aft rear door entry port side, single stall port eighth door**
Vanity Sinks:	**Galley sinks only sited**
Cabin Heating:	**ERA type water fed, cast water heaters, common to ERA, gate valved at heater for hot water from tank in steam engine room**
Deck Soles Upper Decks:	**Wood tongue/groove over steel plated decks upper officers' quarters deck and pilothouse deck**





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Ground Tackle

Anchor Type & Size Main: **Not sited**

Anchor Mounting: **Not sited**

Foredeck Windlass: **Twin horizontal capstans with dual dog locks each side with bollard style top mounted steel welded to windlass**

Anchor Chain: **Not sited**

Anchor Rode: **Not sited**





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Onboard Electrical Systems AC

AC System Voltage: **120V AC with current Industrial Siemens (new), serial # 2013383AC, panel with breakers located on the aft bulkhead of the upper boiler room level. The original AC wiring runs through 1" ID pipes throughout the vessel with solid insulated copper wire of four colors (black, red, green, white), with connection points for outlets with fittings for duplex outlets or wire leads joining to AC systems. Current vessel wiring for a vessel in service would require multi-strand copper/tinned. As a structure/museum the current re-wiring must be cleared by the local compliance authority for use of solid copper insulated wire.**

AC Panel Distribution: **Breakers on current ERA 100 amp AC panel (reported 70 amp feed)**

Main Breakers:	**One single main shut off at panel with multiple breakers**
Shore Power:	**Sited wired directly to AC panel with 50 amp breaker leading from panel to vessel to the north in water (diesel Tugboat)**
Duplex Outlets:	**Multiple sited in galley, mostly with BX cable non GFCI installed later dated than OEM (See Recommendations 4)**
Generator AC Supply OEM:	**Steam Powered AC generator in steam room machinery space**
AC Panel Outlets:	**Via breakers in panel aft bulkhead coal bunker loading level, plus 30 amp stove style 3 prong outlet on BX cable**
Timer System:	**Graffin brand system by Intermatic GM40 with key lock including phone box system**

















GENERAL CONDITION:

The current AC panel and operational duplexes are added to the original systems. The original AC wiring is fed through 1" ID pipes to various areas of the vessel, with inline access components as sited in the photo gallery above right. The use of industrial solid copper insulated wiring is likely compliant to the current codes of restoration and not compliant with current MOT or ABYC codes for onboard AC wiring, which must be insulated multi strand copper/tinned wire with GFCI shielded outlets at each duplex.

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Navigation Aids and Controls

Magnetic Compass:	**Not sited at helm**
Engine Instrumentation:	**All removed from steam engine and boiler room; in storage**
Steering:	**Single pedestal twin gear type with ¾" chain down to 5/8" wire cable. Snatch blocks for directional changing sited, which lead abaft all the way from the pilothouse via the main deck below the pilothouse starboard side, along the deck in U framed steel. The steel steering cable reverts to chain at the stern deck to attach to the on-deck steering system (currently not attached)**
Below Pilothouse Stowage:	**A space of 1M height and 3M width exists below the pilothouse deck for stowage with access to the steering system. Accessible from the Officers' deck forward under pilothouse deck**













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Interior Spaces

The interior spaces of the vessel are noted by access starting at each wooden door, wood framed 22" wide x 63" tall (all doors) from the port side bow numerically, down the port side, around the rear deck and forward from the rear deck leading to the bow. All doors are key locked with bronze locks and hinges. The vessel has (4) horizontal decks including the outer main deck, which is level to the second deck up from the lowest interior spaces.

GALLEY:

Using the first wood framed hinged wooden door from the port bow leading aft down the port side is the galley entrance, directly above the crews' quarters. This area is the only internally vented area sited. The intake is from a horn style intake above the galley forward of the pilothouse on the boat deck, leading through to the interior pantry area of the galley on the forward bulkhead. On the starboard side are the cupboards, sinks and food preparation area. The counter tops have been after OEM covered with SS sheets. On the aft of the galley is a large coal burning stove (original from the ERA) exhausting to atmosphere out the rear bulkhead piped. On the forward center of the large galley is a picnic style bench seat for 6 adults (likely not original). The sole is plywood covered over the metal sole plates; the deckhead is exposed and painted with rib style construction of riveted angle iron. There are multiple wood framed sliding opening windows for ambient air ventilation. There are multiple cupboards and pantry areas of wood construction around the galley with some wood cladding on the bulkheads.

Sited in the galley shelving are many artifacts of the ERA including bottles, tin cannisters and other galley related equipment. What lies in storage was not sited. The aft bulkhead wall behind the stove appears to be covered insulated metal sheets likely attached to the original steel riveted bulkheads. There is a counter sink with hot and cold piped water outlets. The OEM electrical is supplied via piping with the electrical wires enclosed, with occasional steel round outlets currently removed, original duplexes. Some BX added wiring was sited with duplex 120V outlets, no GFCI type sited.

















CREWS QUARTERS:

The crews' quarters are located directly under the galley to the lowest deck. Using the second wood framed door from the bow port side leads directly to a steep ladder down 8' 6"to the crews' quarters. The bulkheads are riveted flat plate steel fore and aft. The deckhead is supported by some 3" steel posts, sole to deckhead mounted, and cross members of 3/8" x 3" angle iron on the deckhead riveted and bolted. On each side of this space are a set of upper/lower bunk beds steel framed for a total of eight crew.

Forward of this space is a metal framed metal door leading to a single enclosed cabin for the senior crew member with bunk and stowage cabinets. The only visible stowage remaining in this area is steel hanging cabinets and some vacant areas for chests deck mounted. The main crew area is quite open towards the stern, which would indicate at one point this was used for individual crews' chest lockers. There is no direct ventilation of this area sited other than opening style round non-ferrous port holes.























GENERAL CONDITION:

The crews' quarters are for the most part intact, with original box spring supports (8) for the mattresses not sited. The bulkheads are steel riveted with overhead deck struts every 16" riveted with steel angle iron and some bolted fixed ribs. The lift out steel sole deck plates expose the rib construction of steel riveted cross members and longitudinal stringers. The condition of the stringers and exterior hull in this area is poor, and will require more inspection prior to supporting the vessel during the lifting out of the grounding

BOILER ROOM:

The third and fourth wood framed hinged doors leading aft are for direct access to the port side of the boiler. This side of the boiler, which extends a total height of two decks of the interior, has a metal gangway along the port side for boiler access. The fifth door is a large pocket style sliding wood door which is twice the width of the hinged doors forward and abaft. This door on the port side is for coal loading and access to an upper deck view of the boiler room. The sole of this upper deck at the large sliding doors, at the height of the main deck entry, is about 6' of decking fore/aft with removeable sole plates leading to the port and starboard side coal bunkers below, one of two. Against the rear bulkhead is the current added main AC panel and other outlets wired to the AC panel. The forward side of this platform has a steel ladder on the port side to access the lower boiler room sole, coal bunkers and companionway leading abaft between the side coal bunkers to the main steam engine. The entire upper deck has steel ¾" railings with steel stanchions and top rail. There are multiple wood framed drop down windows (grown) in this space for ambient ventilation. The sole of the boiler room has removeable plates for visual inspection access to the keel. The structural aspects of the keel and longitudinal supports are covered in sheet steel, riveted at 24" centers to the metal cross members extending to the interior hull plates. The asbestos insulation and all coal remnants have been removed from the boiler area, exposing all the metal components and structure. The boiler is fixed mounted with the exhaust stack at the top of the boiler leading through the upper boat deck and above the vessel. There are multiple original or dated pulleys of grown tackle blocks with lines of 3 strand rope with metal hooks and shackles.

The aft bulkhead of the main boiler room has a companionway (center of vessel) leading directly to the main steam engine abaft, to be reported and noted under the Steam Engine Room. There are port and starboard coal bunkers on each side of the companionway. The bulkheads are riveted sheet steel with riveted angle iron in their construction.

The vessel bottom was exposed to the surveyor, and the water egress from the ground water seeping into this area starts under the forward starboard side of the boiler. It was inferred that when removal of the buildup of coal dust and asbestos was completed, the tools used pierced the hull in this area, which is where the main water egress into the bilge starts. It is a slow leak with a 15" path of moisture draining to the center of the vessel lower bilge area under the coal bunkers, to be described in the Coal Bunkers description to follow.

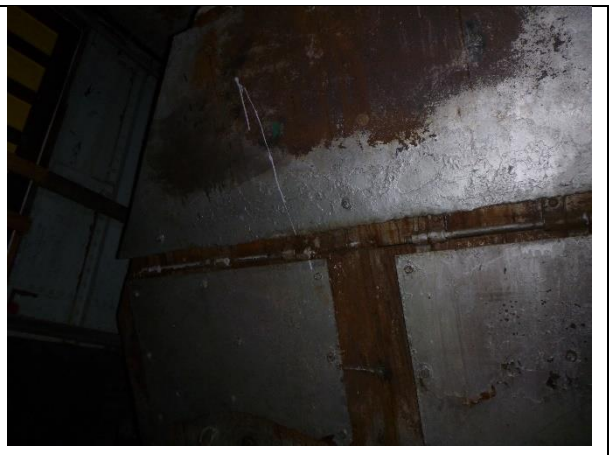
The water lines and compressed steam lines are all tubular steel, which appear in good condition. Percussion testing with a metal ball peen hammer indicated the lines, the boiler and machinery are still in good condition with minimal corrosive activity.







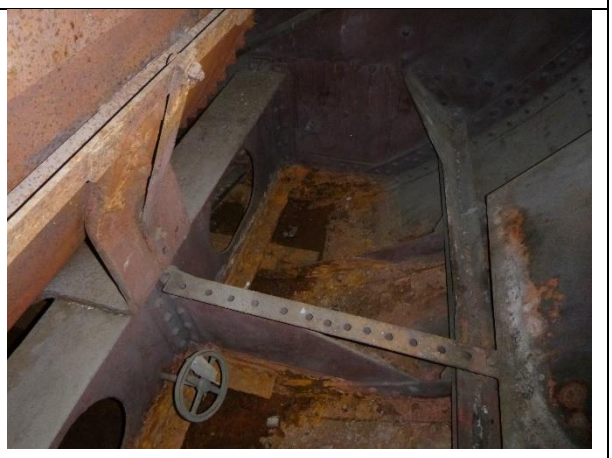














GENERAL CONDITION OF THE BOILER AND RELATED PIPING:

The main boiler has had all the coal dust buildup and the asbestos removed from the piping insulation to expose the metal work. It appears in good condition for restoration purposes and is not deteriorated from corrosion. The lower deck plates on the sole of the boiler room expose the hull side cross members and longitudinal supports and main keel. This area of the hull and supporting frames is heavily corroded and it was reported that a shovel caused the leak sited on the forward starboard hull plate. The egress of water is draining down the main bilge with collection of water under the coal bunker soles, which are for the most part eroded and missing.

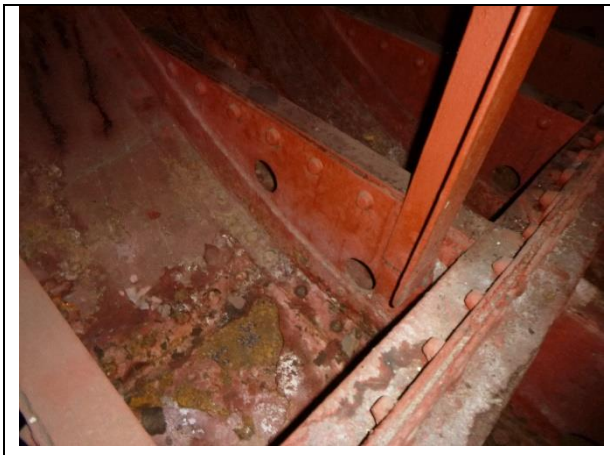
An attempt was made to clear the iron deposits in the bilge to access the outer hull under this area and it was determined that this may start more leaks and was abandoned in the attempts by the surveyor.

The hull sides from above grounding level down have severe erosion on the rivets and side plates. Further grinding and inspection must be done prior to attempting the lifting of this vessel from her grounding. Before any lifting plan is completed, the interior midship must have a comprehensive inspection regarding the hull plating and side supports. Due to the gross weight and lifting resistance which will add to the overall weight of the pull, this midship area, which has the main hull corrosion, must be further inspected.

CROSS MEMBERS FRAMING AND KEEL SUPPORTS:

Cross members are riveted steel supports to 4" diameter steel framed caps, with limber holes in each cross member to accommodate bilge drainage. The cross members are spaced by average 24" fore/aft, hull fitted with vertical supports attached to longitudinal keel frames, metal covered sectional steel riveted supporting. The cross member deckhead supports range from 47"to 51" spacing, and appear to be in good condition. The hull bottom amidships shows extreme deterioration with multiple levels of flaking of the steel bottom, deteriorating rivet connections to the exterior hull and egress of water from the outer hull to the interior of the inner bilge. The lower portion of the keel connection and the framework are deteriorating with much corrosion sited. Many of these frames and deck frames will require replacing.

There are some wood framed members in the deck sole above the boiler as sited in the photo gallery. As stated earlier, it appears the hull sides from ahead of the boiler room to abaft about the steam engine room, the lower hull plates and sides have serious corrosion and deterioration of the original metal framing and hull sides. The photo gallery shows this deterioration, and no conclusions can be determined prior to further inspection of the hull plating and cross members in the midships area. It is advised in this report that the company(s) that will attempt the lifting do their own investigative work before any attempts are made to lift this 150 T vessel from the grounding condition as sited.











GENERAL CONDITION OF HULL, CROSS MEMBERS AND SUPPORTS MIDSHIPS UNDER BOILER:

The sole of the boiler room has lift-out sole plating to inspect the lower bilge and hull access. There are multiple uses of 3” x 3/8” steel angle iron riveting the connections for support of the weight of the boiler and equipment. This area as sited above has extreme corrosion and requires further investigation of certified metal workers and companies that retrieve vessels from a grounding situation like this one.

COAL BUNKERS:

There are port and starboard coal bunkers amidships abaft of the boiler room rear bulkhead. The open space access to these bunkers, approximately 4M square, is located directly below each side opening sliding pocket door from the main deck. There are bunk chutes on each side forward of the coal bunkers. Ahead of the coal bunkers are vertical bulkheads with chutes leading to an exit area, indicating the coal was driven forward from the bunker by hand to these forward chutes for closer access to load the boiler fire doors (2). The original doors enclosing the main coal bunkers for coal shifting out of the bunkers are missing. If they were ever there it would be for rough sea state conditions spilling the coal from the bunkers.

The soles of the coal bunkers are completely rotted. The remaining port coal bunker sole has enough metal to bend back to gain access to the outer hull below. The starboard side is completely gone and the below area is contaminated with many cm of fragmented metal debris. There is up to 6 cm of rotted metal above the bilge and this area is the main collection area of the ship's center bilge water, currently being pumped by an inadequate bilge pump, 120V AC. It is no doubt that the outer hull plates, with a width of not less than 3 M side to side and estimated 15 M long, will require hull deck plate replacing. A steel percussion test was performed on all exposed bilge areas, excepting the lower area below the coal bunkers, which is too contaminated to access the outer hull for a proper sounding. Forward of this collection area the hull was exposed close to the keel, and this inspection did not penetrate the hull, nor were bore scopes performed at this time. Prior to lifting the vessel bore holes will have to be performed by whoever is contracted to lift the hull.

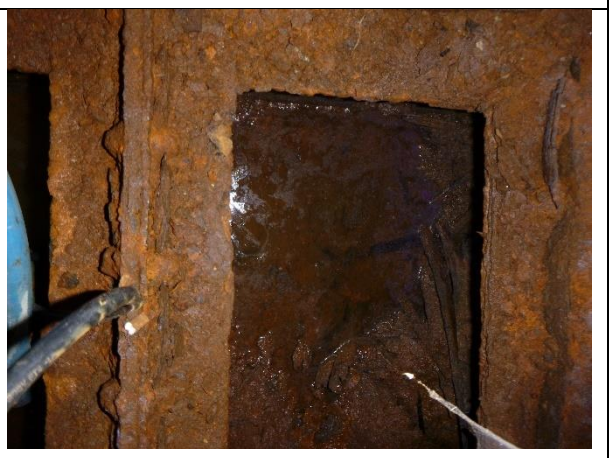
The short companionway from the boiler room through to the steam engine is an open companionway, 1.5M in height and about 1 M in width with steel sides. The bulkheads and deckhead in this companionway tested sound. It is specifically in this area that the lower interior structure will have to be exposed before any lifting attempts are made.









GENERAL CONDITION:

The condition of the exterior hull, hull sides and frames, including the riveting in this area of the vessel, shows extreme corrosion and will require further inspection by the lifting company to determine exactly how to support the vessel on its removal from grounding site.

MAIN STEAM ENGINE ROOM ACCESS FROM THE PORT SIDE MAIN DECK:

Access from the main deck to this area is two wood framed doors, the sixth wood framed hinged door leading aft port from the foredeck. This access door is the same as most of the wood framed wood hinged doors, with the exception of the sliding pocket doors forward of this entrance each side. The four piston steam engine is abaft directly behind the coal bunkers and is sited in the middle of this twin deck vertical space, with full walk arounds above the lower sole steam engine mounting. This entrance is above the steam engine, two stories high, with 1" welded bar grate lift out panels for the sole all around on the decking, above the steam engine, for visual and physical access from this upper deck platform. Access to the steam engine is also via the boiler room companionway leading abaft from the boiler room, or from the port side main deck door to the steam engine space, with a steel ladder leading down to the main steam engine mounting, which stands about 2 M in height. The lower sole of the steam engine room is plate steel with lift out panels for direct access to the lower bilges.

The sea cocks for water entry to supply the engine are through hulls with steel tubing and sea water cocks on the starboard side of the engine room. The manifold system is complicated beyond what the surveyor can describe without more detailed drawings of the system. The steam generator is located on the starboard side, abaft of the ladder along the starboard side leading down from the main deck. A large electrical panel is located on the aft bulkhead more to the starboard to midships abaft of the generator. All the monitoring pressure gauges and controls have been removed and are in storage. The surveyor was not given access to this storage shed to document the inventory of parts but was advised the instruments are all available and complete as the original equipment inventory suggests.

For the most part the main engine is intact as sited in the following photo gallery. This area also has a fix mounted mechanical gear driven drill press, work bench area and some cabinet stowage (some original some later dated). The upper floor of the main engine area also has multiple wood framed drop down ventilation style windows requiring reconditioning.

The main drive shaft from the engine leading abaft to the propeller and gland had limited access and appeared to be intact. All access abaft of the steam engine room was not available for inspection due to closed-in framework and solid plywood aft deck hatch covers, which could not be removed by the surveyor.

The steam generator was in a state of disassembly and no comments regarding the complexity of the generator, its function or the power generated could be determined. No DC systems were sited aboard. The conclusion is that the steam generator runs on steam power from the boiler producing AC current as required.

Maintenance Equipment and Steam Engine Room: A manual drill press was sited on the port side fix mounted to the sole. Additional stowage cabinets and benches with vises fix mounted to these benches were sited. Most equipment commonly used in this area is no longer in view and likely stowed in the warehouse compound on the property.







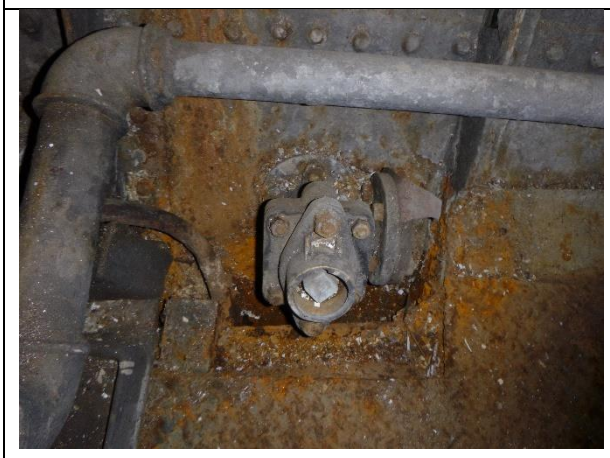


























GENERAL CONDITION OF THE STEAM ROOM AND EQUIPMENT:

The gauges and instruments have all been removed to storage. The main engine lower deck has much corrosion; however, the metal appears to be intact well enough for refinishing after a great deal of grinding with wire wheel equipment and others for repairs and prep work, prior to sealing and painting restoration work.

SHOWER ROOM:

Located through the seventh wood framed hinged door down the port side from the bow, this is a single stall shower with spigot and water taps. Discharge unknown, however is likely direct overboard gravity drain for the grey water.

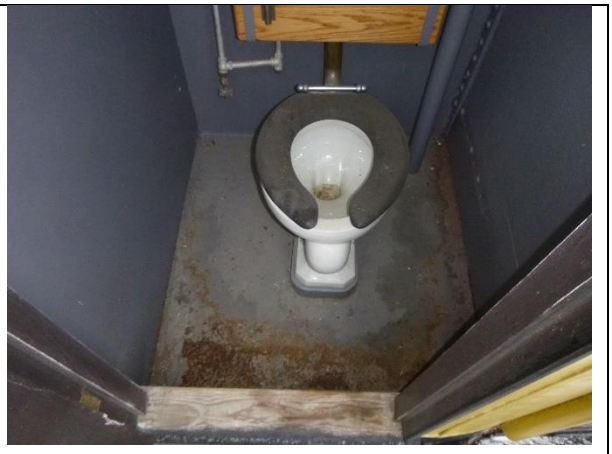
Shower room water supply pipes sited, a topside spigot with riveted side walls of plate steel. Drainage was unable to be inspected due to the closures of the aft deck inspection hatches. The room measures about 1.2 M x 1.5 M in depth and is painted



GENERAL CONDITION: This room is in good condition with steel plate riveted bulkheads.

ENCLOSED HEAD:

Located through the eighth and final wood framed hinged door down the port side from the bow, this is a single stall enclosed head with a porcelain toilet. Discharge unknown however it is likely direct overboard gravity drain for the black water.

The sanitation device is a porcelain style toilet with a wood boxed above the toilet flush type tank. It is determined that the head is a direct discharge, although not able to be inspected as the underside decks were closed off by the aft deck inspection hatches	

GENERAL CONDITION:

The enclosed head is in good condition regards the steel riveted bulkhead walls and steel plate sole. The sanitation device could not be dated; the wood water tank behind the toilet to activate direct overboard flushing has been somewhat restored. The steel piping for water and the gate valves was sited and intact.

Leading from the aft deck going forward along the starboard side, the wood framed hinged doors give access to the inner spaces of the vessel.

STOWAGE ROOM AFT STARBOARD SIDE:

First wood hinged door from the stern on the starboard side leading forward to the bow, to a storage room measuring 1.25 M x 2 M, this room is not vented. Behind the wood cladding tongue and groove pine walls are steel bulkheads. Two of the original sides have been recovered with the forward bulkhead appearing to be original wood covering. This room likely served as mail delivery, supplies or cargo being transported. The sole of the room remains riveted plate steel. There is a single wood framed drop-down glass-plate window framed.







Restoration of the original wood clad bulkheads has been started in this room. It appears the room was used for onboard storage of food stuffs, transportation of fruit products or other freight. There is one single opening window in this room for ambient ventilation

GENERAL CONDITION:

The stowage room is rectangular with more depth than width. Some of the interior walls have had the original wood cladding removed, over steel riveted bulkheads, with tongue and groove softwood. The forward bulkhead remains intact with the original wood cladding, and it is noted that if rot is not found, or just in pockets, the restoration process should retain as much of the original cladding as possible. The sole of this room has iron deck plates with over covered wood planking.

STEAM ENGINE ACCESS STARBOARD SIDE SECOND DOOR LEADING FORWARD FROM AFT DECK:

Through the second wood framed wood hinged door from the stern going forward is access to the steam engine room upper deck. There is a wood framed window abaft of this entry to provide ambient air flow in this space. The ladder to the lower deck is directly inside this entrance with removeable sole plates. The upper deck walk around is part of this deck level entrance overlooking the steam engine with grate bar flooring, removeable.





COAL BUNKER LOADING STARBOARD WITH STARBOARD ACCESS TO THE BOILER ROOM:

This pocket wood framed wood door, 1.15 M in width x 1.9 M high, is on the starboard side loading access to the coal bunkers, with sole lift up plates for loading coal access. The upper decking extends around the starboard side of the boiler at the upper level to the side entry door ahead of this main pocket sliding door. The wood framed hinged door is the third inner access door to the interior spaces of the vessel from the main deck.



Side pocket door for the coal loading is sited in this photo on the third door on the right hand side, a pocket sliding door just ahead of the second steam room engine framed door, between the two dinghy hinged davits sited as black painted 3” steel tubing. The door ahead of the pocket door is the forward boiler entrance starboard side.





CAPTAIN'S QUARTERS AND FIRST OFFICERS' QUARTERS:

The fourth and final exterior wood framed hinge wood door from the starboard side forward is the main access from the main deck to the intermediate deck. This entrance gains access to the Captain's private stateroom on the starboard side and the First Officers' quarters on the port side. Forward of the Officers' quarters is a wood sole deck side to side with doors leading to the outer boat deck. In the two Officers' quarters are also two wood framed opening windows and doors that open to the outer boat deck.

The staircase leading from the main deck through this access door is steel constructed with steel hand railing, with the original bronze bull nose and kick plates on the stair steps. The staircase terminates at an upper level that has direct access port and starboard through wood framed, wood hinged doors to the outer tender deck. The outer deck is fully enclosed with steel tubing with top rails and an intermediate steel railing on the metal stanchions. An aft steel ladder is located from this deck to the rear stern main deck with railing hand holds.

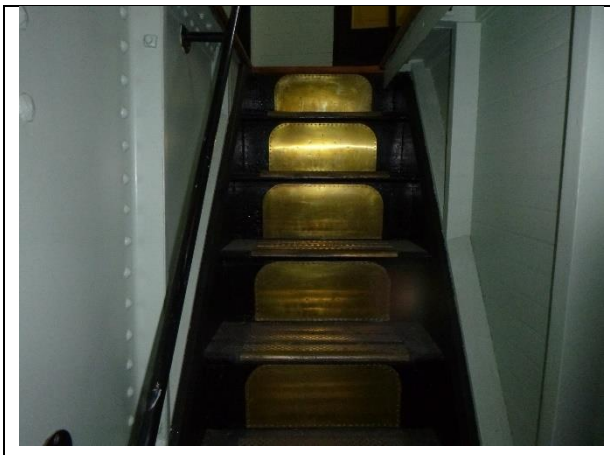
In this space the bulkheads are steel framed plate, with wood tongue and groove wood wall cladding and hardwood finished soles. A wood framed bed with navigation table and stowage drawers below the mattress was sited in the starboard side Captain's cabin. This room also has a wood framed hinged wooden door to the outer deck with a sliding opening window.

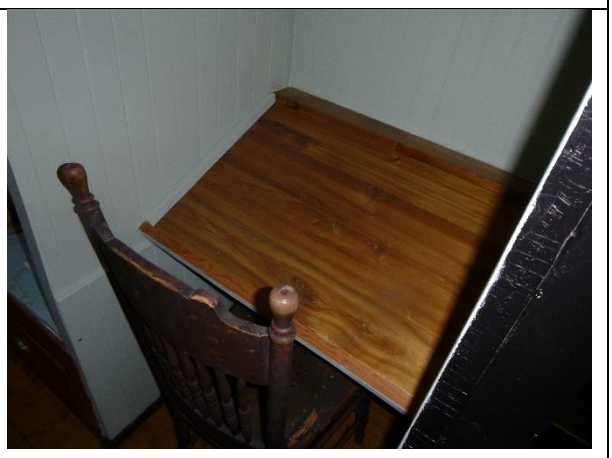
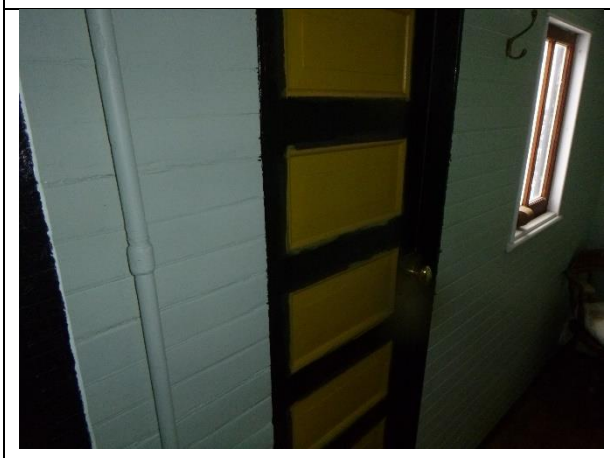
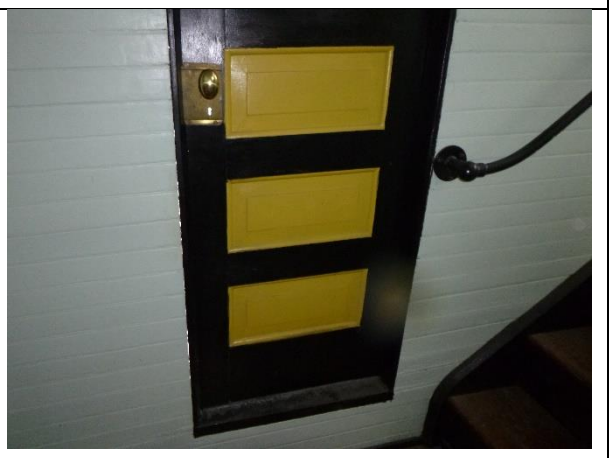
On the port side is a First Officers' cabin, similar in size and construction to the Captain's berthing, with a single bed and an exterior wood framed wood hinged escape door. From this upper level landing are also doors on each side leading to the outer decks abaft and forward. The tender vessel deck is enclosed with steel tube railing all around.

Access to this outer deck, as discussed above, are also wood framed wood doors on the port side and starboard sides of this intermediate deck to the tender deck, which is fully enclosed by steel railings with intermediate steel lower rail on the steel stanchions, riveted to the deck. This deck supplies access all around to the front of the pilothouse area and around the tender boat deck. These doors were locked at the point of inspection, and due to weather cover and snow the surveyor did not enter out onto these decks for safety reasons.












PILOTHOUSE BRIDGE:

Accessed from port and starboard from the officers' quarters deck are four steps each side of the pilothouse, level wood framed, leading to the center pilothouse helm, with steel hand rails and rear wood framed settee aft of the helm. All around the pilothouse are opening wood framed sliding windows (8). The main steering wheel (48" grown with non-ferrous hub), mounted on a fixed pedestal helm with a twin steel gear system, is located amidships and covered in the propulsion system documented above. Forward of the intermediate deck leading to the captain's and first officers' quarters, below the pilothouse helm, is a large stowage void space. The original metal ball style compass has been removed for reconditioning. There appears to be steam pipes around the lower sole of the pilothouse, deadheaded, which may have supplied heating to the pilothouse area.

















GENERAL CONDITION:

The interior spaces from the entrance of the outer deck, through the quarters and the pilothouse, are all wood clad soles over steel riveted deck plates. The window frames, exit doors (4) and sole appear in good condition, better than most of the lower decks. The steering is intact as are the main helm station and steering wheel. There is a two-person wood framed settee center of the pilothouse just aft of the steering station.

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Outer Main Deck Equipment

Foredeck Capstan Windlass: **Twin capstan horizontal type on bow with forward hawse pipes**

Aft Deck Steam Winch: **Built in New York, name plate hidden from view**

Common Era Cooler: **(4) Drawer insulated cooler aft starboard deck**

Boat Deck Escape Hatch: **Twin window peaked room glass with metal framed type sited on the upper boat deck between the life boats**

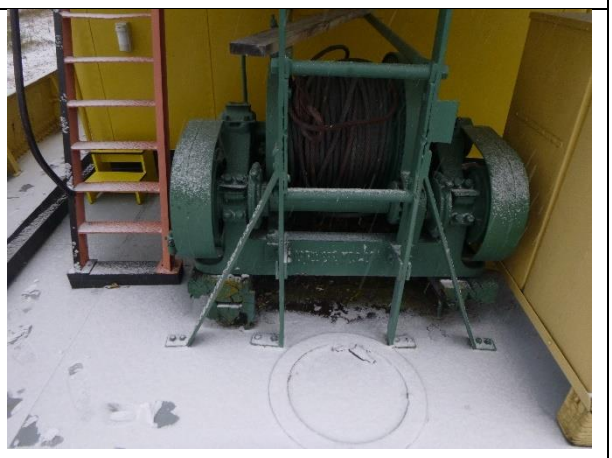




















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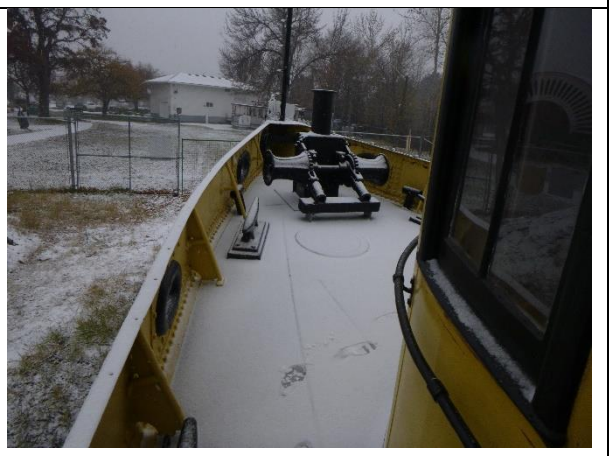
Safety Equipment & Accessories

Sound Signal:	**Not sited, likely a steam driven signal horn device**
Boarding Ladders:	**Not sited**
Current Bilge Pumping:	**Inadequate 120V bilge pumping system (See Recommendations 5)**
Interior Ventilation:	**Only the galley area was vented to atmosphere, original equipment. During the restoration, ventilation will be required to maintain the vessel interior for compliance as a museum (See Recommendations 6)**
CO Alarms:	**Not sited or required for the period when this vessel was in service. (See Recommendations 7)**
Smoke Alarms:	**Not sited (See Recommendations 8) Original first aid kit sited**
Fire Extinguishers:	**(1) Out of date 20 lb ABC dry chemical (See Recommendations 9)**
Fire Suppression System:	**Not sited, likely a steam drive sea water fire pump**
Fire Axes:	**(2) Sited fix mounted to forward exterior bulkhead on bow**
Exterior Lighting:	**(2) Covered lights on main mast forward of smokestack with large spotlight sited on pilothouse deckhead exterior AC**
Navigation Lighting:	**Red/Green panels with corresponding lighting sited, no 360 degree white lights sited**
Life Rings:	**(2) Sited not exterior mounted in pilothouse no heaving lines**
Ship's Bell:	**Sited on forward exterior bulkhead below pilothouse.**


VICTORIA







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Recommendations

1/ The interior exposed deck sides, frames and longitudinal stringers were exposed and should be immediately coated with an anti-rust agent to reduce further erosion.

2/ The topside of the main exhaust stack is exposed to elements and water egress by means of rainfall, snow and possible bird nesting. The top of this stack should be securely capped with a small portable ventilation fan set up to reduce corrosive activity and dry any moisture accumulating down to the boiler.

3/ The stern winch cable is deteriorating excessively on the cables and exposed metal on the winch itself. The cable and outer winch should have a large deposit of liquid anti rust fluid applied to the entire area, including the cable, to avoid further deterioration. It is certain that this winch will never turn the drum in the future, and the external metals should be protected at the earliest convenience.

4/ All 120V AC supply from the current ERA AC panel located on the aft bulkhead of the coal loading deck should be confirmed correct BX cable wiring appropriately grounded and mounted, with all live 120V AC outlets changed to GFCI type immediately.

5/ The current bilge pump from the lower bilge under the coal bunkers is inadequate. Recommend a more insulated pump with a float switch attached to activate. The exhaust line is garden hose and rises up approximately 2M; likely the pump could not remove the water adequately. The exhaust line should be insulated and checked on a regular basis. Recommend a ceramic style dedanker type heater around the pump to ensure it does not freeze. Regular checks should be made in this area to confirm the water buildup is not more the 35 cm in depth. As per item 4 above the outlet for 120V AC should be directly wired to a 15 amp breaker with a GFCI duplex

6/ Going forward with the refit, all interior areas and especially those below decks should be wired to exhausting fans, perhaps on timers to reduce the draw and power use, to a GFCI outlet designated for the boiler room, engine space and crews' quarters specifically. The surveyor ventilated the area prior to inspection, and was equipped with oxygen supply. No one should go below decks without a support person above them on deck with a tether rope tied to the person going below decks, until the air quality is confirmed.

7/ CO Alarms, portable if necessary, should be installed in every enclosed area of the interior areas. Air quality is crucial when entering enclosed interior spaces especially of a retired coal burning vessel.

8/ Smoke alarms, portable again are acceptable with monthly 9V battery checks; they should be installed in every interior space excepting the shower, head and stowage room aft which has no AC power.

9/ In the event of fire, there should be clearly marked 8 lb ABC dry chemical fire extinguishers. On entry to the vessel a laminated diagram of the location of each of the fire extinguishers should be identified by location aboard by master signage.

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Surveyors Notes:

The vessel was accessed by the surveyor on the upper decks; in lower vessel compartments the surveyor applied ambient air ventilation to these areas. In lower decks the surveyor used a 3,000 CFM air intake with exhausting to atmosphere ventilation system, after 30 minutes of ventilation in each lower section. The surveyor also used a tank oxygen system on the initial inspection, including a lifeline supported to the upper decks. Determining after the initial inspection and venting, the ventilation system was used only on the last day of inspection. Safety in this situation was required by compliance for the surveyor inspection.

It is determined that the lower decks currently do not propose air quality contamination. The restoration process will require ventilation of the below deck spaces from the low points of the interior hull to atmosphere with a filtrations system at the exhaust to atmosphere. It is estimated that not less than 200 kilograms of dust and debris will be ground from the interior spaces, and to avoid exterior contamination a system should be purchased during renovations. The artisans performing these grinding, painting and cleaning restorations should be equipped with dual cartridge approved WCB masks, eye protection and hand protection while wearing disposable outer suit garments.

The AC panel and distribution of AC power to the tools required during restoration should be wired to the main AC panel in the boiler room and wired and installed by a permitted licensed technician with GFCI outlets at each AC connection. The current wiring is not to permit code and it is recommended this must be completed before restoration begins.

CO Meters should be installed in each compartment, along with smoke detectors, and no person should be working below decks without attached life lines and an associate worker above decks with constant communications. 8 Lb minimum ABC Fire Extinguishers should be marked as to location and be placed in each compartment of the vessel during the restoration process.

Restriction gates should be installed at each ladder and staircase entranceway from the interior to the outer decks. The decks not sited by the inspector in the bow and stern should be fully vented before any access and restoration of the missing deck hatches.

Multiple safety equipment packages should be available at every deck confirming St. John's Ambulance quality and those that are Worksafe approved.

Artisans should be vetted and have oversite advanced licensed technicians onboard during all work progress.

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HISTORICAL SIGNIFICANCE OF SS NARAMATA

The SS Naramata was commissioned by the CPR on July 23rd, 1913 as a steam tugboat. Built by the Western Drydock and Shipbuilding Company, the SS Naramata was launched on April 20th, 1914 and put into use as a transportation link for passengers, shipping of goods and transport of the local economic agricultural industries that thrived in the Okanagan Valley. During the early part of the 20th century roads and general access to the Okanagan Valley were restricted, which favored the construction and application of the SS Naramata as a resolution to these restrictions for trade and commerce. The SS Naramata functioned in public and commercial services work from April 1914 until she was retired on August 29th, 1967.

During extreme winter conditions on Lake Okanagan ice did form at various thicknesses, restricting travel of most vessels with wood or lesser bow frames than that of the SS Naramata. With a vertical steel riveted plumb bow likely engineered for this capacity, the vessel engaged as a barge towing system, which was ultimately used as an ice breaker to clear the waters for the steam ships and others still operating in winter conditions. These other vessels that used the cleared pathways created by the SS Naramata would not have been able to depart without a clearing and breaking up of the ice sheets.

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PRESERVATION BENEFIT

The SS Naramata is the only surviving interior waterway steam tugboat in B.C. It is located in Penticton aground at the southern end of Lake Okanagan alongside the SS Sicamous. The vessel for the most part is in a condition that can be saved for current and future generations to come. It is not too late to approach this restoration, and considering the original boiler, steam engine, steam generator and most of the ship is intact, it is important to act sooner than later so that the vessel does not deteriorate further.

Once restored and operated by the SS Sicamous Society, the Naramata will be one of the jewels of the interior waterways.

-23-

RECOMMENDATIONS FOR LIFTING VESSEL

To be investigated by the surveyor at the request of the SS Sicamous Society. The surveyor has knowledge and contacts within the marine industry to assist the SS Sicamous Society in lifting the vessel and is willing, on approval in writing by the SS Sicamous Society, to share this document with the companies potentially able to comment and assist in this aspect of the restoration of the SS Naramata.

It is the surveyor's opinion that the vessel is structurally sound enough to lift from the grounding, raise to a fixed above ground level decking and be supported for use as a museum. The smokestack should be firmly fixed with not less than six additional lines to support this equipment during the lifting process. The current condition of the smokestack and the original stays currently in place are not adequate to support this component.

The surveyor is prepared to investigate the process of how it should be lifted and by whom, to the benefit of the requirements sited, with approval to continue this reporting by the SS Sicamous Society.

-24-

Scope of this Survey Report

The purpose of this survey is to report on the structure and equipment within, inspected on the date, time & location indicated above. This report is submitted with the understanding there are physical barriers to accessibility to the inspection as noted. Comments & recommendations are made in consideration of the Standards of converting this aground vessel to a museum structure AGL (above ground level). Surveyor's comments are in support of the SS Sicamous Society.

-25-

Conclusions of Survey Report

It is my professional opinion that if is this vessel is not lifted soon from the grounding in the sand beach at the south end of Lake Okanagan, with the rate of deterioration sited in the lower hull plates, this vessel will not be able to be lifted from her grounding without costs that will outweigh the value of the vessel. Not only will it outweigh the costs, it may become impossible to lift the vessel without collapsing the vessel sides and breaking the back of the main keel stem. If the vessel is lifted soon, the refurbishing and effective restoration of the vessel is still possible. In its current condition, I am very clear that the vessel can be saved by experts in this field of recovery. In fewer than two years, this may not be possible. The alkaline rich waters of the Okanagan Lake are taking a huge toll on the corrosive action on the lower hull plates below the water table. The current sacrificial anode protection system is inadequate to maintain its current condition, and the vessel will continue to deteriorate rapidly if not addressed immediately.

The hull cannot be restored in her current position in an underground situation; she must be lifted onto a land-based platform not less than 1M above ground level, secured by pylons that are fixed into the bedrock below the vessel to support the weight of 150 MT.

To not refurbish the vessel by inactivity to rescue her from this position in the sand grounding would be a major loss to the history of British Columbia.

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SITES USED AS REFERENCE INFORMATION

Steamboats of Okanagan Lake (http://en.wikipedia.org/wiki/steamboats of Lake Okanagan
SS Sicamous (http://en.wikipedia.org/wiki/Sicamous (sternwheeler))
Okanagan Landing (http://en.wikipedia.org/wiki/Okanagan Landing)
Kettle Valley Railroad (http://en.wikipedia.org/wiki/Kettle Valley Railroad)
Canadian Pacific Railroad (http://en.wikipedia.org/wiki/Candian Pacific Railway in B C)
John Moore Robinson (http:en.wikipedia.org.wiki/John Moore Robinson)
Harlow Marine International Inc. Marine Brokers & Consultants SS Naramata
SS Sicamous Marine Heritage Society Website
Western Drydock and Shipbuilding Company
http://www.okanaganlanding.com/index.html
Western Canadian Heritage
Official Heritage Registry (Web Line)
Turner, Robert (1995). The Sicamous & the Naramata
US Secretary of the Interior Standards for Historic Vessel Preservations Projects
Office of the Secretary, National Parks Service
Government of Canada, Canadian Conservations Institute. CCI (Canadian Conservation)
125773-0178 125773-0184 125773-0185 125773-0186
Government of Canada Basic requirements of preventive conservation by Stefan Michalski
Running a Museum: Practical Handbook Version 181 KB International council of Museums UNESCO
City of Penticton official Environmental reports and listings regards the SS Naramata
Shutterstock.com . 1900290250
Original scale drawings of the SS Naramata supplied to the writer by the SS Sicamous Society
https://cbra.library.utoronto.ca/items/show/37886 HISTORY OF STERNWHEELS AND STEAM TUGS CPR RAILWAY
https://en.wikipedia.org/wiki/SS_Naramata
HistoricPlaces.ca
https://www.historicplaces.ca › rep-reg › place-lieu
https://www.facebook.com/groups/museumships/posts/928577511083465/
https://en.wikipedia.org/wiki/SS_Naramata#Manufacture
https://www.ccg-gcc.gc.ca/contact/index-eng.html
Point Hope Maritime Shipyard – Victoria BC General Manager CEO
https://www.canoecovemarina.com/ Kelly 250-656-5566
https://mmbc.bc.ca/ MARITIME MUSEUM VICTORIA BC 250-385-4222
Steve Almen 778-512-8731 attached to the Maritime Victoria Museum
Adam Coolidge Cold Water Divers diving@coldwaterdivers.com 250-888-2601

The above sites have been reviewed, downloaded, and read by the surveyor. Those with personal contacts attached have been discussed by phone without submitting this report to them. They are potential contacts that could assist in the next phase of how to lift this vessel. This information will be shared with others only by the authority of the SS Sicamous Society

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End of Report

Report #: **20240201SSN**
Date: **February 1, 2024**
Surveyor: **Victor Fairholm; Marine Surveyor/Consultant**
Assistant/Editor: **Robin Rasmussen BA; MA**



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ABYC MEMBER # 5737675

GUIDELINES AND REGULATIONS, MINISTRY of TRANSPORT
Small Vessel Regulations published by the Ministry of Justice
http:laws-lois.justice.gc.ca;tc.gc.ca/eng/marinesafety/tp-tp1332-menu-521.htm#wb104 and THE STANDARDS MANUAL OF ABYC 2023-2024 with consideration inclusive of the Canadian Coast Guard REGULATIONS

Standards for Preserving a Historical Vessel – Department of the Interior USA

ex-inno INSTALLATIONS INC.

4028 Caves Court, Abbotsford, B.C., V3G-0A1
www.ex-inno.com
(778) 241-5022
Stephen@ex-inno.com

Fabric Re-cover Quote
City of Penticton – 144'x210'

April 11, 2024

To: City Of Penticton
Jared Spencer
Jared.spencer@penticton.ca

Option 1
Supply and Installation of a 144' x 210' fabric cover on existing building.
To install a new 144' x 210' fabric cover on existing building. This includes material, supplies, and the new cover.

Supply and install Main covers $412180.00
Plus applicable Tax

Option 2
Installation of a 144' x 210' fabric cover on existing building.
To install a new 144' x 210' fabric cover on existing building. Customer to supply covers. *Covers need to have full lead ropes. Quality if welds and fabric needs to be acceptable

Install Main cover $289680.00
Plus applicable Tax

Option 3
Supply and install Batt Insulation
To supply and install Batt insulation during the installation of the exterior fabric.

Supply and install of R20 $ 468210.00
Supply and install of R30 $ 529600.00
Plus applicable Tax

Summary/Notes
Equipment included.
All material including finishing materials included.
Price includes mob/demob/travel/hotel
Pricing is subject to site conditions, site constraints, and/or additional engineering requirements.
It is assumed that we will have full access to the exterior of the building upon install.
Washrooms and disposal by customer
Crews are CSTS, CSO, and AWP Certified.
Install Warranted.

Plus applicable Tax

Thank you.
Vince Mulville
Terms 50% Down Payment – Balance due upon completion – 2 % per month (24% per annum) Interest on Overdue accounts)

ex-inno



Council Report

penticton.ca

Date: June 18, 2024 File No: 5080-01
To: Anthony Haddad, City Manager
From: Julie Czeck, Director of Public Safety & Partnerships and Jamie Lloyd-Smith, Social Development Specialist

Subject: **Winter Shelter Planning for 2024-25**

Staff Recommendation

THAT Council direct staff to work with BC Housing and 100 More Homes on a Temporary Winter Shelter plan for 2024-25 winter season;

AND THAT Council direct staff to report back to Council with Temporary Winter Shelter options for the 2024-25 winter season.

Executive Summary

Staff are recommending a Temporary Winter Shelter (TWS) plan for the 2024-25 winter season, and that Council direct staff to bring back a TWS plan for Council's consideration at a future meeting. Previous winter years utilized an Emergency Weather Response (EWR) model that was periodically activated by temperature. Based on 2023-24 learnings, staff are recommending the adoption of a TWS model, which would be open 24/7 throughout the 2024-25 winter in order to enhance operational execution, lessen community impact and maximize health outcomes for Penticton's unhoused residents during the winter months.

Strategic priority objective

Vision: A vibrant, resilient and healthy waterfront city focused on safety, livability and vibrancy.

Mission: Penticton will serve its residents, businesses and visitors through organizational excellence, partnership and the provision of effective and community focused services.

Safe & Resilient: The City of Penticton will enhance and protect the safety of all residents and visitors to Penticton.

Livable & Accessible: The City of Penticton will proactively plan for deliberate growth; focused on an inclusive, healthy, safe and desirable place to live.

Background

For the past two winter seasons, community partners have faced challenges establishing a winter shelter for unhoused residents to align with what the City would support, and what BC Housing would fund. Given these barriers, partners at 100 More Homes have spent many months in advance of winter over the past two years searching for a location, operator and funding. In 2023-24 when they were unable to find a location, 100 More Homes penned letters to both the City and to BC Housing seeking support. The reason for the challenges in finding a space were attributed to City restrictions around shelter locations (Attachment A) and misalignment with BC Housing funding opportunities with two streams of funding for the Emergency Weather Response (EWR) and Temporary Winter Shelter (TWS) models.

Penticton's Year-Round Shelter

The primary shelter in Penticton is located at 1706 Main Street ("Compass") and operated by the Penticton and District Society for Community Living (PDSCL). This shelter provides a total of 73 shelter beds that operate year-round. This includes Compass Centre with 42 dorm style rooms and Compass House with another 30 shelter beds, both are intended as temporary emergency shelter.

Also onsite is Compass Court which is a 20-unit supportive housing building (these units have an intake mechanism separate from emergency accommodations) that provide permanent long-term housing, with supports (life skills, education, health etc.). 100 More Homes, hearing from its partners that the shelter is consistently at full capacity, sought to implement a winter plan early this spring.

When Compass Court was first taken to Council for approval in 2017, the intention was to design and approve the facility as the primary emergency shelter for Penticton. Given the lack of second stage and supportive housing for residents, the current Compass property is consistently at maximum capacity due to the increasing numbers of people experiencing homelessness with no next step of housing to move into. The addition of Compass House in 2022 due to the closing of Victory Shelter, has meant that increased security and 24/7 staffing supports are paramount and needed to meet client needs and for prompt neighbourhood engagement.

Emergency Winter Response (EWR) and Temporary Winter Shelters (TWS)

BC Housing provides two separate streams of funding for temporary shelters: Emergency Winter Response (EWR) funds and Temporary Winter Shelter (TWS) funds (Figure 1). EWR funding is time-limited funding provided to a community organization(s) to help provide temporary shelter beds during extreme weather conditions when there is insufficient emergency bed capacity. EWR funds do not cover any capital costs (i.e. rental leases, cots, etc.), but will cover costs for shelter staff, food and other operational costs. EWR shelters are only activated overnight when temperatures hit a certain threshold as determined by the community. More simply put, BC Housing uses these funds to provide some additional supports to communities but are not intended to fund full-scale shelter operations. In addition, because these funds do not cover capital leases, it relies on having an in-kind facility (i.e. a church basement) or other larger-scale locations in the community to be utilized.

In contrast, the TWS funding stream provides consistent funding for a temporary shelter that is typically open 24/7 from November 1 to March 30, regardless of temperature. While it is not required, sometimes BC Housing relies on municipalities to provide City space/land for the provision of a TWS. TWS funding will cover all capital

and operational costs and secure a non-profit organization to provide the service, including any leases or servicing costs. Examples of communities that have opted for a TWS model in recent years with City land/facilities are: Kelowna, Salmon Arm, Nanaimo, Chilliwack, Vernon, Victoria and Kamloops.

Figure 1. Differences between EWR and TWS.

Emergency Winter Response (EWR)	Temporary Winter Shelter (TWS)
• BC Housing funds community-based services to provide temporary emergency beds for periods as needed • Community determines temperature threshold in the response plan • Community Representative calls an extreme weather event which then activates the Response Plan • Will only fund auxiliary costs and not capital costs including any leases, cots, etc. • Shelter stayers are only permitted access overnight (generally 8 PM to 9 AM) and rely on other community services for daytime shelter/warming or during periods when the temperature threshold is not met. • Because of the erratic nature of the EWR, service providers (outreach nurses, housing support workers etc.) often have a hard time finding individuals	• Temporary shelter that runs every night between November 1st – March 31st • Open 24/7 • No temperature threshold • BC Housing to lead the operations • BC Housing will procure operator • BC Housing funds operational and capital costs • Must comply with City's Shelter and Supportive Housing Guidelines (Attachment A)

While the EWR has been the model for the past two winters in Penticton, 2023-24 showed how difficult it was for 100 More Homes to rely on the goodwill of community partners to offer up free space for this operation. Given the complexity of individuals currently unhoused and the increased demand, there were concerns from many landlords about the liability of offering up free space with incurred damage. In addition to the increased complexity of individuals staying in shelters compared to previous years, the new Interior Health guidelines, setting the temperature threshold at 0 degrees Celsius as opposed to the previous years, where the temperature was set at -5 or -10 Celsius, the shelter is open many more days than in previous years (67% of days in the winter in 2023/24). To accommodate an EWR model with appropriate space, Council directed the City to fund a lease for 2023-24 while BC Housing used EWR funds to cover operational expenses.

An additional challenge for the EWR, in contrast to the TWS, is finding an operator. As seen in the past year, the shelter could be open for 15 straight days and then opened intermittently for months at a time. This makes staffing and scheduling a significant challenge. Given the complexity of individuals staying in the shelter, relying on volunteers is not feasible at it may have been in previous years. Given these challenges, the EWR operator from last winter has stated they are not interested in operating an EWR model shelter again. A group of non-profit operators in the region sent an open letter to BC Housing with the challenges of the EWR model

and all signatories stated they would not run an EWR. Staff consider that there are likely no operators that would operate that style of shelter in Penticton for next winter.

Shelter and Supportive Housing Guidelines

The City's Shelter and Supportive Housing Guidelines (Attachment A), endorsed by Council in 2021, establishes criteria for the location of shelters under the Temporary Winter Shelter (TWS) model, where it operates 24/7 from November to April. These criteria exist to ensure that a suitable site for the TWS is found with minimal impact to neighbourhoods and sensitive uses, such as schools. The TWS model also requires a Temporary Use Permit to operate.

The Emergency Winter Response shelters, which are only activated as needed, are exempt under these guidelines with the caveat that: "Shelters established for extreme weather for 20 persons and under, shall be exempted from the requirement for a Temporary Use Permit with notification to the City of the location and expected duration that the facility will remain open / active."

Safety and Security

The creation of a robust safety plan is imperative for the seamless operation of a TWS for unhoused individuals, involving collaboration among the RCMP, Fire Department, Bylaw Enforcement, and the non-profit operator. This comprehensive plan must extend beyond ensuring the safety of shelter residents and staff and also prioritize the wellness of community residents. By addressing potential hazards and emergency situations proactively, such as fire risks or medical crises, the safety plan mitigates any potential disruptions to the surrounding neighborhood. Moreover, it fosters a sense of security among local residents, assuring them that measures are in place to maintain order and address any concerns promptly. Through effective communication and coordination among stakeholders, the safety plan not only safeguards the residents within the shelter but also promotes well-being within the broader community.

Winter 2024-25 Approach

Given the reasons listed above including, demand and frequency of shelter activation based on IH weather guidelines, lack of an EWR operator and the recommendations of 100 More Homes Penticton, staff are recommending a TWS for the 2024-25 season. While there is little data to understand the impact of Penticton being the primary community with a winter shelter in the South Okanagan-Similkameen region, future work in partnership with RDOS could look at what a regional response may include to meet winter sheltering needs. In May 2024, representatives from 100 More Homes presented to the RDOS Board on their leadership role in establishing the 2023-24 EWR, and overall success of its implementation, in hopes that there are future opportunities to collaborate on winter shelter responses to ensure that unhoused populations are able to get the supports they need in their home communities.

100 More Homes, in the April 16th, 2024 Committee of the Whole recommendation, suggested that Council opt for a TWS model over an EWR model. For clarity, there are a number of reasons for this direct ask:

- *Procurement of Operator:* Penticton Overdose Prevention Society, the winter shelter operator over the past two years, has indicated they will no longer operate an EWR model given how challenging staffing is given it is temperature threshold dependent.

- *Activation Thresholds:* Guidance from the Medical Health Officer has suggested that there is threat to health and safety for unhoused people at 0 degrees Celsius. Considering that this temperature threshold would be activated for a majority of time over the winter anyways, it is economically more feasible to keep the winter shelter open 24/7 for consistency. This also allows for reliable access to health services like wound care and mental health/substance use supports with IH consistently able to operate from the facility.

- *Neighborhood Impact:* Because the establishment of an EWR is exempt from the shelter and supportive housing guidelines, they are often established quickly and with little opportunity for community engagement. A TWS model also allows for advanced planning to help ensure the best possible location is found in advance. Last year, BC Housing provided 24/7 security to support the community with the EWR. While this is not always included in the EWR model, BC Housing played a supportive role in making that happen. A TWS model typically incorporates additional funding for security, in addition to operating 24/7 which reduces complex behaviors that can emerge when unhoused residents are moving in and out of shelter. This additional funding will be integral to supporting a coordinated safety plan between all key stakeholders.

- *Advanced Planning:* endorsement on a TWS model will eliminate community partners from having to rely on the goodwill of others to offer up free space. Instead, partners can focus energies on finding the appropriate location in community for full-time winter shelter operations. The unknown frequency of an EWR operation, in addition to absence of capital funding for leasing costs, makes it challenging to find an appropriate space.

- *Funding:* Capital and operating funding for a TWS will be fully covered by BC Housing.

In addition, 100 More Homes suggested that long-term planning remain a key priority, including:

- Collaborating on a local youth-housing focused project to ensure that we prioritize the prevention of adult homelessness;
- Working together on a Social Housing Plan to not only identify social housing targets, but also alignment where city assets can be leveraged and aligned with local housing provider interest;
- Working together to find opportunities to access funds with the new BC Builds program, Community Housing Fund, and other capital grant funding programs.

100 More Homes is also exploring the possibilities of regional collaboration, and are scheduled to present to the RDOS in July to urge other communities in the South Okanagan Similkameen area to add shelter capacity in the winter months to help meet the regional need.

Long Term Social and Affordable Housing Plan

Ultimately, shelters are not the solution to homelessness and only one component of the housing continuum. Anecdotally it is confirmed that shelter guests at Compass are staying at the shelter for many months and years, creating a backlog in the shelters with a lack of transitional housing for shelter stayers to move into, meaning people that need to access shelter are unable. One of the consequences of this is that people become trapped in homelessness for an extended period of time. Services that were meant to provide short-term and temporary "band-aids" to a problem become institutionalized, long-term solutions to the homelessness crisis.

The current lack of supportive housing continuum in Penticton means that the current shelter is stretching its original function. Until adequate social housing is available to reduce the strain on Compass, a temporary winter shelter will be necessary as an emergency intervention. Staff intend to continue working with partners at 100 More Homes, including BC Housing, on a long-term Social Housing Plan to address and serve a range of non-market housing needs, in addition to initiatives that reduce the demand for shelters in the first place through prevention.

Nevertheless, there are several non-profit housing developments in various stages of approval across the city to help address the housing affordability challenge and support Penticton residents avoid homelessness. A major development which is expected to go through the rezoning process this year is the BC Housing 'Skaha Assembly', which is focused on affordable housing with rent geared to income and replacing existing low-income subsidized housing on several older motel sites on Skaha Lake Road, across from Peachtree Square Plaza. The initial plans are for approximately 500-600 units in that development, which will be phased in over several years. While these units are not supportive housing, they are necessary to provide housing for those who have "graduated" from supportive housing and need the next stage of permanent affordable housing, which ultimately relieves tension on existing shelter and supportive housing. Additional affordable housing is also crucial for the prevention of homelessness in the first place.

In addition, the City, as part of its long-term Social Housing Plan, is reviewing City-owned land opportunities for affordable housing projects, given that land costs are typically a major factor in ultimate affordability of any project and the City owns several parcels already which eliminate the cost associated with land. These include 2509 South Main Street, which the City applied for Community Housing Fund with a 56-unit apartment proposal, and while unsuccessful with the last intake will continue to explore funding opportunities for below-market housing on that site.

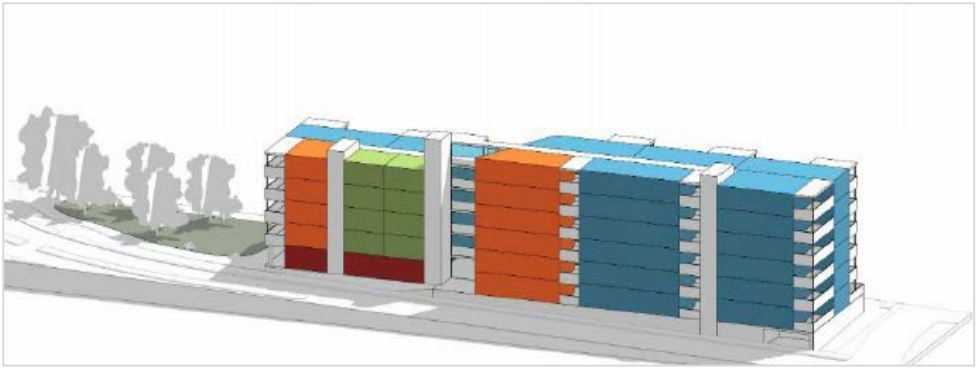


Figure 3. Conceptual Drawings for 2509 South Main St.

Ultimately, permanent housing and supports are needed to address homelessness, and shelters should remain as a stop gap emergency measures. Nevertheless, so long as there are people experiencing homelessness outside, there is a remaining need to erect shelters during the winter to preserve life and safety of the unhoused. Staff at this time are not recommending the addition of another permanent year-round shelter, and instead suggest that the implementation of a TWS balances the immediate need while staff work with the Province on long-term housing solutions. While shelter spaces will always be necessary as an emergency response, the majority of staff efforts should focus on housing and not shelters.

Financial Implication

There are no current financial implications to what staff are recommending. While typically a TWS is funded in-full by BC Housing, any future financial implications will be brought back for Council's consideration.

Climate Impact

Climate change is deeply intertwined with social development, as social crises disproportionately challenge vulnerable populations as it relates to extreme heat and winter events and provision of housing and shelter. Providing shelter to all residents will help protect the environment and build climate resiliency.

Analysis

Given the rise in homelessness numbers and challenges of an EWR model, staff are recommending that Council direct staff to pursue options for a TWR model, and bring back a plan and recommendations to Council. A TWR model will see BC Housing procure a suitable operator to run the shelter from November 1 – April 1. Should Council endorse staff's recommendation, staff will then work with BC Housing to find an appropriate location for a TWS to bring options back for Council's consideration, including a safety plan. In addition to working with BC Housing, staff will work with the partners of 100 More Homes and engage with neighbours to ensure any TWS location is safe, suitable and in alignment with the Shelter and Supportive Housing Guidelines (Attachment A).

Ultimately, staff acknowledge the need for immediate interventions to provide refuge for Penticton's unhoused residents until appropriate social housing is available to meet the increasing demand. Shelters are an emergency intervention to homelessness and not a housing solution. Adding shelter beds during extreme weather helps keep people alive and provides an opportunity for unhoused residents to be connected to health and social services and supports. While this report is focused on winter shelter services, staff have identified that a TWS will address emergency winter needs as staff work on strategic planning with BC Housing and other 100 More Homes partners to bring more social and affordable housing and slowly reduce the need for more shelters.

Alternate Recommendations

That staff bring back further information.

Attachments

Attachment A – Shelter and Supportive Housing Guidelines

Respectfully submitted,

Julie Czeck
Director of Public Safety & Partnerships

Jamie Lloyd-Smith
Social Development Specialist

Concurrence

Director of Development Services	GM of Infrastructure	City Manager
BL	*KD*	*AH*

Shelter and Supportive Housing Location Selection Guidelines

The following guidelines are intended to be used for identifying locations for shelters and supportive housing with the goal that the facilities minimize conflicts with other nearby land uses.

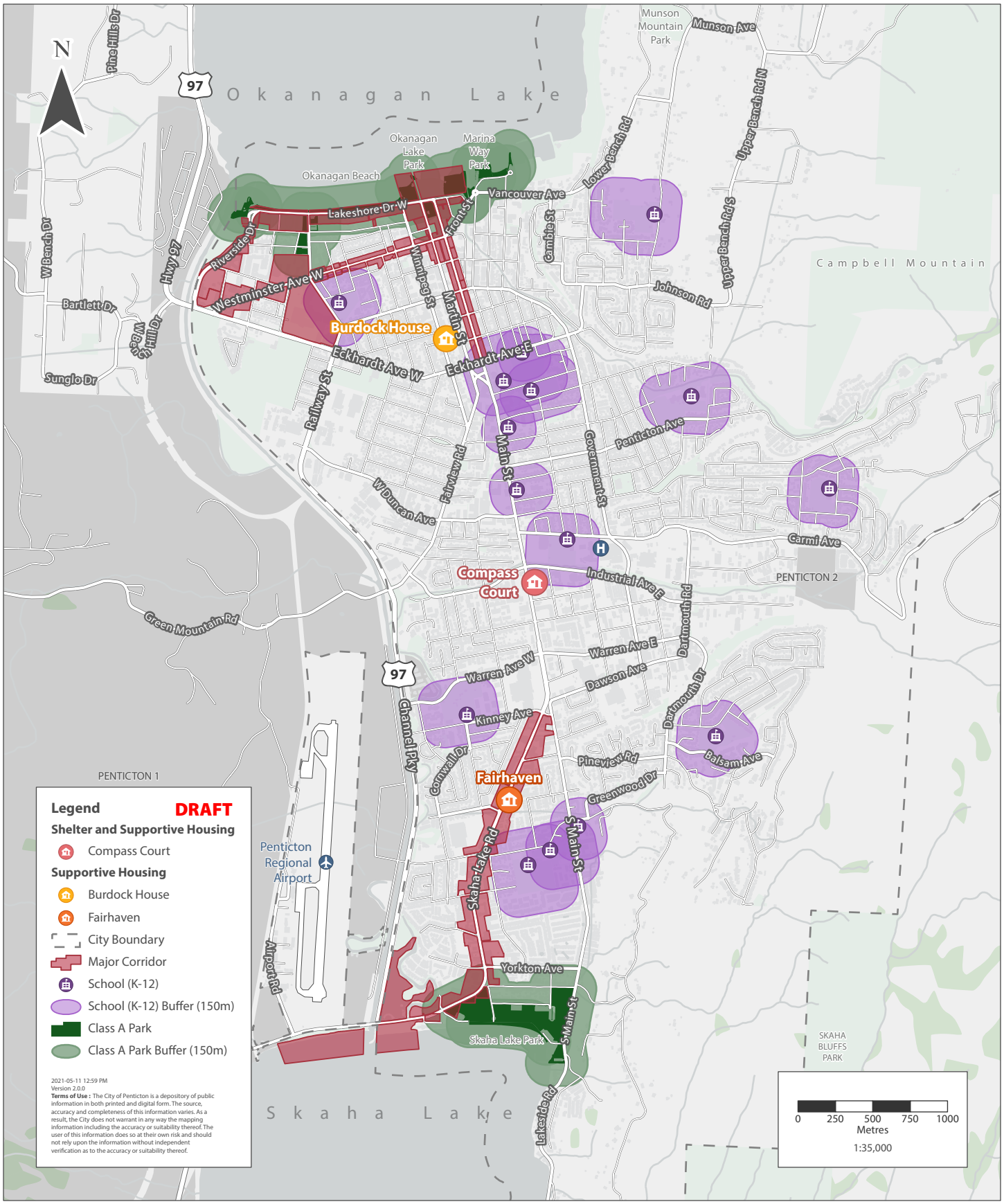
Proposed shelter of supportive housing facilities shall be located according to the following siting criteria, with the acknowledgment that the existing shelter at 1706 Main Street is the City's main homeless shelter and all homelessness services should flow from that location:

1. Shelters shall be developed and follow the BC Housing Shelter Design Guidelines (see Appendix B). Applications for shelters should provide documentation showing how the proposed facility meets the guidelines.
2. Shelters and supportive housing units must be a minimum of 150 m from K-12 private and public schools and 150m from Marina Way Beach, Okanagan Beach, Skaha Beach, Gyro Park, Lakawanna Park, Marina Way Park, Okanagan Lake Park, Rose Garden, Skaha Lake Park, and SS Sicamous
3. Shelter and supportive housing units must not front any of the following highways: Lakeshore Drive, Main Street (100-700 blocks), Martin Street (100-300 blocks), Riverside Drive, Skaha Lake Road, and Westminster Avenue.
4. Where possible, shelters shall not to be near businesses that rely on foot traffic, and residences/homes for older adults/seniors, and should be near health/medical services.
5. Where possible, shelter and supportive housing facilities shall not be within 400m of another shelter / supportive housing facility.
6. Shelter and supportive housing services should generally not be co-located, unless designed for separate access and amenity space.
7. Abstinence based / recovery focused facilities may be exempted from the above noted guidelines, subject to their being less than 12 persons in size.
8. Shelter services focused on women / children fleeing violence or abuse are exempt from these guidelines and their locations shall remain confidential.
9. The City's Zoning Bylaw shall apply to all new proposed shelter and supportive housing facilities. Generally, new shelter services should look to obtain a temporary use permit for land use approval as opposed to permanent rezoning of the land.
10. Other shelter facilities / services, with the exception of shelter services for women and children fleeing violence and/or shelters with an abstinence focus, shall host a maximum of 12 individuals at one location and generally be temporary in nature and operating only when required to provide additional capacity to the main shelter facility at 1706 Main Street.
11. Shelters established for extreme weather for 20 persons and under, shall be exempted from the requirement for a Temporary Use Permit with notification to the City of the location and expected duration that the facility will remain open / active.

Appendix A: Map
Appendix B: BC Housing Shelter Design Guidelines (as updated)

City of Penticton

Emergency Shelter and Supportive Housing Siting Guidelines



SHELTER DESIGN GUIDELINES

September 2017



BC HOUSING

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Facility images and plans provided by:

3030 Gordon (Coquitlam)
Raincity Housing & Support Society, dys architecture

Our Place (Victoria), *Our Place Society*

Powell Place Women's Emergency Shelter (Vancouver), *The Bloom Group, NSDA Architects (covers), Kinetic Construction (Bob Matheson, Photographer)*

Rock Bay Landing Shelter (Victoria)
Victoria Cool Aid Society, Jensen Group Architects

Yukon Shelter (Vancouver)
Lookout Emergency Aid Society

Overview

BC Housing has prepared this guide to assist non-profit societies and development teams with the planning, design, and development processes for upgrading existing shelters, or constructing new emergency shelters. In BC, shelters vary significantly by size, building type, layout, and types of spaces they include – many are created through the conversion of existing buildings. Although these guidelines represent best practices, each new or upgraded shelter may involve some design compromises, reflecting the availability of an appropriate building and/or location.

These guidelines focus on space requirements and layout. Societies and development teams should also use BC Housing's most current version of *Design Guidelines & Construction Standards*, which provides more detailed building specifications, and is available at the BC Housing website. In considering the design of new or upgraded emergency shelters, integration with sound, comprehensive operating policies and procedures, and appropriate staff training is essential.

In BC, emergency shelters operate under the *Emergency Shelter Program*, which is administered by BC Housing. Emergency shelters and outreach workers are part of a housing continuum that helps people move from homelessness to permanent accommodation and, provide with supports as necessary. In considering the development of a new shelter, or upgrades to an existing one, reference should be made to the most current version of BC Housing's *Emergency Shelter Program Framework*, which also provides definitions for terms used in the planning and operations of shelters.



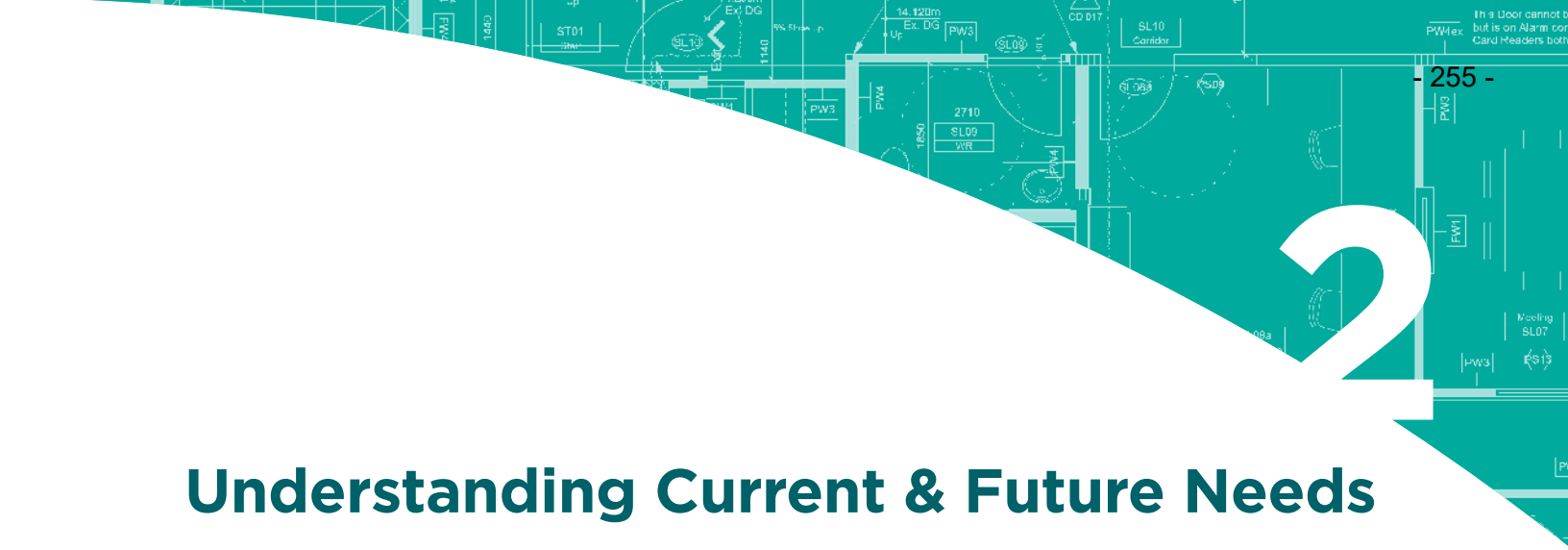
Figure 1: Powell Place, Vancouver. This 52-bed shelter involved a major renovation of an existing shelter.

Gateways to permanent housing, shelters provide supports, and must include the following:

- Emergency accommodation – a safe, secure place to sleep;
- Facilities for hygiene;
- The provision of nutritious food;
- Office and meeting spaces to enable case planning and programming for clients; and
- Where possible, space for primary health provision.

Where a new or upgraded shelter will be the only one in a community, the facility should be designed and operated as a minimal barrier shelter, which accommodates those who:

- Are dealing with addictions and/or mental health issues;
- Require harm reduction supplies, including clean needles, access to safe disposal (sharps containers), condoms, etc.;
- Require access to primary health care;
- Cannot be refused service unless extenuating health/safety issues present;
- Require physical accessibility;
- Require appropriate sized and secure storage facility for their belongings, including a cart, bike, etc; and
- Have a pet.



Understanding Current & Future Needs

2.1 NEEDS ANALYSIS

To support the proposition of a new or renovated shelter, an analysis should be undertaken to determine the client group(s) to be served, and ensure their needs are fully understood. Where possible, the analysis should identify current and future needs, the required scale of the project, and the best location to provide these services.

Projecting shelter bed need is an inexact process. Conducting an analysis does not need to be a large and complex activity, but should draw on core housing need within the community and age group, population trends, existing shelter use information, homeless counts, and discussions with local agencies, including the health authority and municipality. Analyzing the number of subsidized housing units in the community or within the regional district, average rents and rental vacancies should be considered for understanding market conditions. The role outreach workers play within shelters shelters and community, as well as that of any existing or proposed shelters in the community (if applicable), should be taken into account. BC Housing is also a useful source of information for a needs analysis. Refer to *BC Housing Need and Demand Study*.

Where a new or upgraded shelter will be the only one in a community serving all or a single gender client group, the facility should be designed and operated as a minimal barrier shelter.

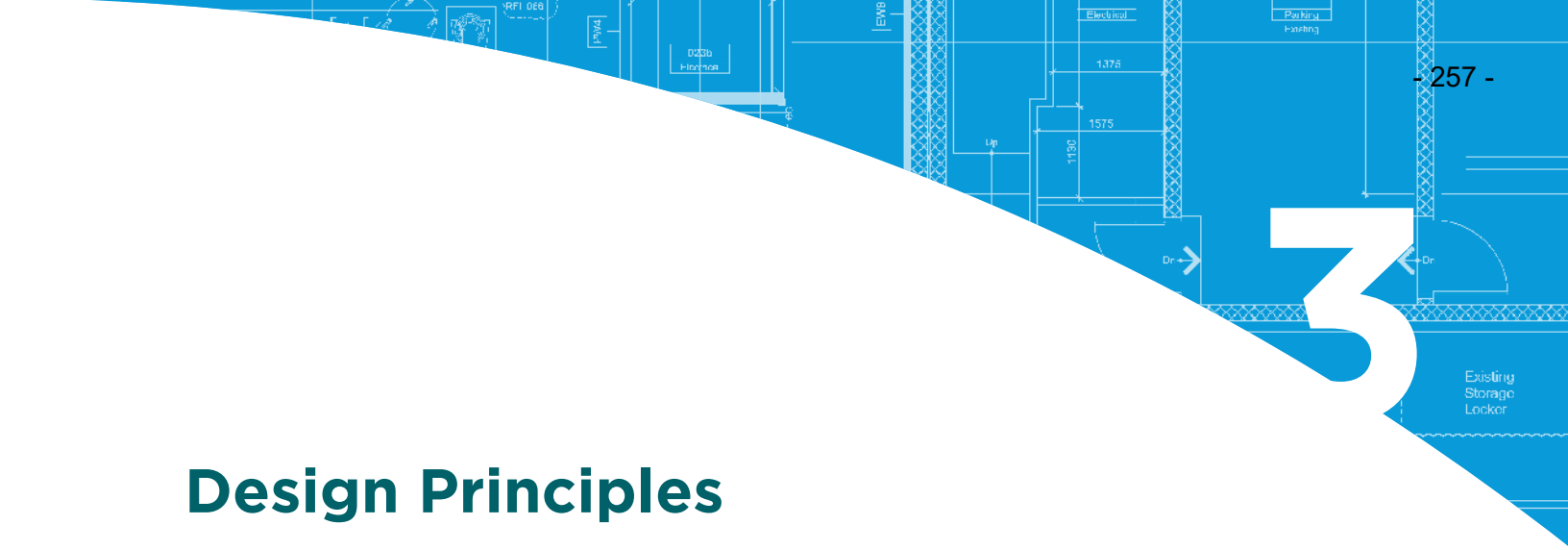
2.2 FUNCTIONAL PROGRAM

Following the completion of a needs analysis, an architect should be contracted to develop a preliminary functional program that responds to the identified needs, and how the shelter will be operated. Shelters may not always be needed permanently, and so should be designed with flexibility to allow conversion into permanent housing or to meet needs of changing population groups within the shelter, where possible. The functional program will determine site needs, building layout, design order of

magnitude capital and operating budgets, funding requirements, and efficiency of the building design. Operating policies and budgets for the shelter must also be taken into account. In understanding a functional program, the design team should consider the efficiency of common and circulation areas to the shelter sleeping areas based on operational needs.

2.3 CONSULTATION WITH STAKEHOLDERS

BC Housing is the primary funder for both the capital and operating costs of most shelters in the province. If anticipating funding from BC Housing, sponsoring groups should review BC Housing's *Emergency Shelter Program Framework*, and *Design Guidelines & Construction Standards*, as well as this document and other related requirements. Completed needs analysis, functional programs, and consultation with the local agencies should be done prior to finalizing any plans. The design team should also consult with operations staff in the early design phase to ensure decisions consider the operator's capacity and staffing levels to efficiently run the facility.



Design Principles

3.1 SHELTER USERS ARE DIVERSE

Those who are homeless often have diverse and complex needs. In particular, clients experiencing mental illness and addiction issues provide significant challenges for shelters and their staff. The complex, and often multiple, needs of homeless individuals require design details and operating policies that respond appropriately. Homeless populations include:

- Women, and women fleeing violence;
- Seniors experiencing age-related conditions, such as diabetes, Alzheimer's, and dementia, as well as older adults with mobility impairments;
- Families, such as single mothers with children, single fathers, and couple-led families;
- Youth who are homeless or at risk of homelessness, such as those aging out of provincial care;
- Aboriginal populations, the share of Aboriginal shelter users varies considerably from one region to another;
- Individuals of all ages who are substance users;
- LGBTQ2S individuals, a primary concern in serving this group is the availability of appropriate spaces, such as gender neutral washrooms, etc.;
- Individuals with mental health conditions;
- Couple;
- Working poor;
- Transient populations and new immigrants, such as transient workers from other provinces in Canada, new immigrants to Canada, etc.
- People with varying levels of physical abilities, such as those with physical disabilities, mobility issues, or developmental disabilities.

Some locations may also be influenced by the proximity of situations that generate particular needs, such as communities adjacent to institutions (e.g., jails), or rural areas with seasonal employment.

3.2 SAFETY & THE CLIENT MIX

Safety is important for all shelter users, staff, and visitors. Because there are so many varying needs, sponsors should carefully consider the proposed mix of client groups to be contained within one building. Women with children, women fleeing violence, those who are active in survival sex work, and unattached youth (up to the age of 19) are particularly at risk, and should not be accommodated in the same shelters as single men. For shelters and emergency housing intended for women with children, it is recommended that consideration be given to the development of programs which solely target this population in order to avoid safety issues associated with client mix.

When men, women, and transgendered individuals are to be accommodated in the same shelter, design features should be incorporated to ensure safety throughout the building, including secure and separate sleeping quarters, as well as separate lounge and washroom facilities.

In addition to safety protocols for harm reduction, shelter design needs to provide some separation for people with challenging behaviours, easy access to harm reduction supplies, and safe disposal of sharps/bio hazard containers. These shelters often require appropriate staffing, clear staff sightlines, or video monitoring.

3.3 INCORPORATING SHELTERS WITH TRANSITIONAL OR OTHER HOUSING

It is a common strategy to incorporate shelters into other housing forms builds capacity and options for flow, usually transitional housing. This integration can often make the best use of a site, provide economies of construction and staffing, and offer opportunities for sharing certain facilities and services. This approach also enables residents to build on existing relationships with support staff when they transition from the shelter into transitional housing. The residents get a consistent approach to support services, and the staff get to know the residents better, and are able provide more effective supports.

However, proximity of a shelter can be challenging for some transitional housing residents as they are attempting to move away from the street, and towards permanent housing and independence. Transitional housing that accommodates children should not share entrances or elevators, or other facilities, with a shelter.

3.4 CONVERSION, RENOVATION, OR NEW CONSTRUCTION

The need for a new shelter, or additional capacity for an existing shelter, can often arise quickly, requiring a timely response. Finding a site or building suitable to the scale of need, that is appropriately located, and that will secure community and municipal support for rezoning and other approvals, is often a major challenge. In site planning, opportunities for outdoor space to accommodate bikes, buggies, carts, smoking areas, and delivery access for food are important. Depending on circumstances, appropriate responses may include modifications to an existing shelter, converting a building from an entirely different use, modular housing, or new construction. Modular or pre-fabricated buildings can provide an especially quick response to community need for a shelter. However, for new buildings, especially for those using modular units, it is important to determine site servicing ability.

3.5 CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

Site planning and building design should consider CPTED strategies, e.g., territoriality, natural surveillance activity support, and access control, as well as other recognized CPTED principles. For more information, see BC Housing's *Design Guidelines & Construction Standards 2014: Section 4 Crime Prevention Through Environmental Design*.



Design Objectives

Certain objectives should guide building layout and choice of materials when designing or upgrading a shelter. The objectives listed below are key when considering a building's functional quality, long-term operational efficiency, and outcomes related to user satisfaction. Refer to the most current version of BC Housing's *Design Guidelines & Construction Standards* for more detailed building specifications.

4.1 MEETING PROGRAM NEEDS

New shelters must provide spaces that align with BC Housing's *Emergency Shelter Program*, specifically including:

- Emergency accommodation – a safe, secure place to sleep;
- Facilities for hygiene;
- The provision of nutritious food;
- Office and meeting spaces to enable case planning and programming for clients;
- Where possible, space for primary health provision; and
- Provision of accommodation with as few barriers as possible to allow more people access to services.

If the proposed shelter is the only shelter in the community, design and operations must meet minimal shelter barrier requirements, as per the *Emergency Shelter Program*.

4.2 DURABILITY, OPERATIONAL NEEDS & OPERATING COSTS

Design decisions should consider cost effective building operations, which can be impacted by the number of beds per floor, ease of supervision, and sightlines for common spaces. Consideration of required staffing levels is also important.

Operational costs are also impacted by the durability of materials used in the building's construction, and their ease of maintenance, as well as the various fixtures, fittings, and furniture. Durable design should consider:



Figure 2: Examples of durable flooring & door hardware, Rock Bay Landing

- Flooring materials that are durable and easy to maintain;
- Wall surfaces that accommodate impacts in critical locations;
- Door and closet hardware that are easily operable by persons with limited strength and dexterity;
- Plumbing and electrical fixtures and accessories that are durable and easily replaceable;
- Bathroom fixtures that are to be easily replaceable and floor drains to avoid flooding;
- Infestation control to maintain the health and hygiene of the clients;
- Furniture selection that is vandal and abuse resistant and bed-bug proof;
- Access for shelter users is to be designed with consolidation of maintenance and ease of operation. For example card readers, electric strikes, or suitable locksets where required, with consideration of maintenance and ease of operation.
- Elevator controls and buttons are to be heavy duty for durability to withstand abuse.

4.3 EFFICIENCY IN DESIGN & AREA LAYOUT

Design and layout should provide a building that is spatially efficient, with amenity and support service spaces that maximize efficiency of circulation for both shelter users and staff. It is recommended that program spaces be centrally located close to staff sightlines, and grouped for efficiency.

4.4 DESIGN FOR ACCESSIBILITY

All emergency shelters must be accessible to those with mobility impairments. This accessibility may not always involve wheelchair use, but an increasing number of individuals are using walking aids, e.g., walkers. Storage space, additional grab bars, roll-in showers, and resilient, non-slip floors are a few examples of building details that will assist this group. Accessibility requirements should be designed in accordance with the BC Building Code, and reference shall also be made to BC Housing's *Design Guidelines & Construction Standards.*

Design should consider the following, but is not limited to:

- All exterior and interior common areas intended for shelter users (including landscaped open space, outdoor recreation areas, walkways and program spaces) should be universally accessible to persons of all ages and degrees of ability.
- Stairs and ramps must be easily usable by people with reduced mobility and impaired vision.
- The design should consider rough-in wiring in the building entry/lobby for future automatic door opener.
- Accessible washrooms must have resilient, non-slip floors, knee clearance under the sink, ADA-compliant toilets with seats at 430 mm – 480 mm (1'-4" to 1'-7") from the floor, solidly backed grab bars, and clear door openings as specified in BC Building Code.
- Roll-in showers should be provided for wheelchair accessible showering.
- All doors, faucets, and showerheads should have lever handles rather than knobs.
- Light switches, thermostats, other controls, and storage should be mounted at a height accessible for a person in a wheelchair.
- Outdoor seating area is to be durable, low maintenance, and universally designed.



Figure 3: Example of accessible washroom, 3030 Gordon



Figure 4: Example of roll-in shower, 3030 Gordon

- Install low resistance, delayed action closers for all doors on accessible routes, including suite entrance doors in accessible sleeping area.

4.5 SAFETY & SECURITY FOR CLIENTS, STAFF & COMMUNITY

Safety and security are extremely important design factors for shelter staff, visitors, and users. These factors must also be matched by, and integrated with, operational policies. When designing a building to accommodate men, women, couples and transgendered individuals, it is a requirement that women-only sleeping accommodation and washroom facilities are securely separated from the men's accommodation areas. A women-only lounge/meeting room should also be provided.

Some key considerations for safety and security include, but are not limited to:

- Good exterior lighting for entrances and outside spaces;
- Adequate interior lighting for hallways, elevator and staircases;
- Reception area at the main entrance;
- Security mechanisms for staff, including alarms;
- Avoidance of entrapment spaces, and incorporation of surveillance alarms;
- Adequate circulation/gathering areas to avoid spaces that could aggravate tensions;
- For staff supervision, ensure good sightlines for all building spaces that involve outdoor areas, entrance(s), circulation, gathering, or programs;
- Resilient, non-slip floors in critical areas, such as entrances, washrooms, and kitchens;
- Surveillance cameras in selected locations such as hallway, staircase, elevator, entrance and common areas;
- Secure storage and/or lockers for client belongings; and
- Maximum glazing common area doors to improve security where appropriate.



Figure 5: Examples of shelter entrances, left: Powell Place & right: Rock Bay Landing, The latter also provides oversight to the exterior courtyard

4.6 FLEXIBILITY FOR SHORT & LONG-TERM USE

Flexibility is important in emergency shelter design to ensure changing needs (both short and long term) are met to avoid functional inadequacy, and to minimize the costs of change. Designing with flexibility in mind is not an easy task, but is possible:

- Layouts, plumbing, and electrical components should be designed to permit amalgamation of two shelter sleeping rooms into one small apartment; and
- Flexible support spaces should be designed to convert/change to different functions over time, as required.

4.7 NEIGHBOURHOOD INTEGRATION

No matter where they are located, or proposed to be located, shelters are usually controversial. When designing new buildings, or upgrading existing ones, sponsors should anticipate concerns from the neighbourhood, and local authorities having jurisdiction as they go through the rezoning process. While it will be important to demonstrate that the proposed shelter will be designed to be a good neighbour, it will be equally important to commit to operational protocols that will help meet this objective, such as communications protocols, regular meetings with neighbours, and monitoring and maintenance of the public areas immediately adjacent to the shelter.

The following design features should be considered for neighbourhood integration:

- Adequate interior spaces, and operating procedures to avoid sidewalk line-ups for access;
- Adequate on-site parking/storage for buggies/trolleys, and bikes;
- Windows and surveillance cameras that provide staff with sightlines onto the street;
- Off-street areas for smoking, sitting, and pets;



Figure 6: Example off-street area, 3030 Gordon Project

- Exterior design that integrates into the neighbourhood by using residential materials and colours to avoid an institutional appearance; and
- Adequate, but non-intrusive, exterior lighting.

4.8 WARM, WELCOMING SPACES

Shelters are meant for short-term emergency accommodation. However, consideration should still be given to creating a warm, welcoming and safe environment. This concept is important for clients, but also valuable for staff members who work in these spaces on a longer-term basis. Design considerations will vary according to the clients served in the shelter, but may include:

- Colour choices for floors, walls, and furniture for people with visual impairments;
- First Nations art for shelters serving Aboriginal individuals;
- Choices of outdoor and indoor common area furniture types to accommodate accessibility;
- Activity space facilities for training, art work, etc.;
- Women-only programming spaces in mixed-gender shelters to allow privacy;
- For shelters that accommodate women and children, a play/toy area, and space that accommodates strollers for small children;
- Inclusivity for LGBTQ2S through universal bathroom signage and art; and
- Bulletin board for the notices, shelter facility policies, job postings, and to display art work.



Figure 7: Example of gender neutral washroom signage, 3030 Gordon

4.9 DESIGNING FOR MINIMAL BARRIER SHELTERS

Minimal barrier shelters are designed to accommodate all homeless people, including those with challenging behaviours that may be disruptive or difficult for other shelter users and staff. Such shelter users are not expected to abstain from alcohol/drugs. Addictions are viewed as health conditions, and the shelter will have harm reduction practices and procedures in place, including provision of information, safe injection and smoking supplies, and safe options for syringe disposal.

Minimal barrier shelters will have the design features identified in this guide, and those of particular importance include:

- Secure and accessible storage space for harm reduction supplies;
- Opportunities for accommodating individuals with disruptive behaviours, e.g., through a proportion of single rooms, and sitting areas outside of sleeping rooms;
- Secure outdoor storage for buggies, and bikes;
- Adequate indoor storage space for shelter users belongings, such as designated bins or lockers for valuables;
- A medical room for visiting medical professionals to serve shelter clients; and
- Opportunities for accommodating individuals have pets.



Figure 8: 3030 Gordon examples, left: outdoor storage, and right: harm reduction supply storage.

5

Program Area Design Features

Provision for program area spaces will depend on design principles and objectives outlined earlier in these Guidelines, the level of support services to be provided for the shelter residents, project size, location, and budget parameters. For renovation or conversion projects, it is recognized that existing conditions, or user considerations may override the recommendations contained in these Guidelines. If such is the case, approval from BC Housing should be obtained at the schematic or preliminary design stage of the project.

5.1 RECEPTION/ENTRY

- The lobby reception area should be sufficiently scaled to the size of the shelter and the flow of people. There should be adequate space for client intake, including those with mobility impairments, to avoid crowding and lining up on the street. This space should provide seating areas and a drinking water fountain;
- The entrance should have a vestibule, and surveillance cameras monitored 24 /7 by staff. The staff shall the ability to control opening/closing of both sets of entry doors from the front office for the visitors. The design should consider rough-in wiring at the entrance for a future automatic door opener;
- The reception office should be a secure space, with good staff sightlines to the street, the entrance/vestibule, circulation, gathering and program spaces, and elevators, if provided; and
- Where a shelter is combined with transitional housing, consider access control, client flow, and security in the design process. Transitional housing that accommodates children should not share the same entrances with the shelter.

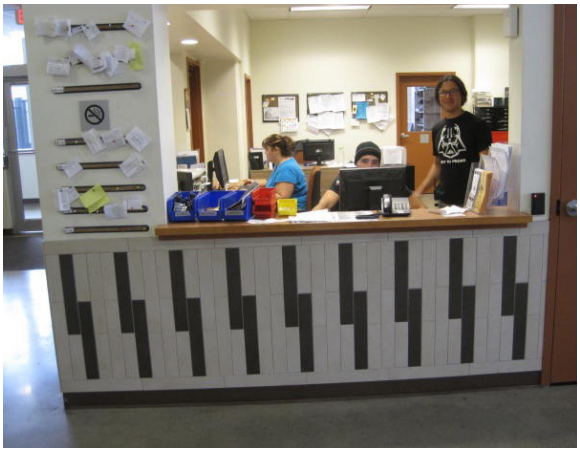


Figure 9: Example of reception area, Rock Bay Landing

5.2 GATHERING PLACE/DAY ACTIVITY ROOM

The gathering place/day activity room allows clients to remain in the shelter during the day. This space may be co-located with the dining room, where there are space restraints, and should not seat less than 50% of the building's bed capacity.

This area may include a TV or recreational games. Furniture should be comfortable, durable, and easily maintained. Manoeuvring space for mobility-impaired individuals should also be a consideration when determining furniture layout.



Figure 10: Example of gathering place, Yukon Shelter

5.3 HEALTH & MEDICAL SUPPORT

A ground floor space for visiting medical professionals should be a minimum of 14 m^2 (150 sf), and be equipped with an examination bed, lockable cabinet, small desk, washbasin, countertop, and paper towel dispenser. A second access is required to allow unimpeded exit from this room. For minimum barrier shelters, provide spaces for shelter users to access harm reduction supplies.



Figure 11: Example of medical room, 3030 Gordon



Figure 12: Example of medical supply storage, 3030 Gordon

5.4 COUNSELLING & SUPPORT SERVICE

Counselling services are an important part of a shelter's services. The number of counselling or case worker offices, together with administration office spaces, will vary according to the size of the shelter, and its associated programs. Access to a counselling office should not be through an administration office.



Figure 13: Example of case worker office, Powell Place

COUNSELLING ROOM/CASE WORKER OFFICES

This space should anticipate the increasing age and potential mobility impairment of clients, and at least one space should be sized to handle wheelchairs, scooters, and walkers. Design, via furniture configuration or a second access, should allow staff to exit the room unimpeded. Partition walls between offices, corridors or adjacent spaces should be insulated for sound reduction, and have a sound rating of STC 55. Glazed (tempered or safety glass) doors should be provided to improve security.

ADMINISTRATIVE SUPPORT SPACES

Office support areas will vary with shelter size. These spaces should be a minimum 10.5 m^2 (113 sf) and secure, and have adequate space for desks, lockers, cabinets, staff seating area, files, and office equipment. A telephone, cable, and data outlets should also be provided. The staff washroom should be convenient to the office location.

5.5 FOOD SERVICES

COMMERCIAL KITCHEN

A commercial kitchen may be necessary, depending on shelter size. A commercial kitchen, when provided, shall have appropriate receiving/loading area and serve one full hot meal a day per resident. Other options include a servery for food prepared elsewhere, or a small kitchen. To determine the correct option, size, design, and required equipment for a kitchen relative to the planned size of the shelter and operating budget, a commercial kitchen designer should be engaged early in the process. Kitchens should include a small office/nook, as well as dry goods and cold storage. For easy service and loading dock access, kitchens should ideally be located on the ground floor.

For family shelters, it is also recommended to have a shared space for shelter users to cook their own meals, or participate in life-skills training activities.

COMMON DINING AREA

Shelters should contain seating opportunities with two, four, and six-seat tables, and could include some high tops. Dining room seating should be sized to accommodate the capacity of the shelter in one sitting, but larger shelters may need to have multiple sittings. Provisions should be made for a small countertop area, and a microwave for shelter users to heat up food.



Figure 14: Example of commercial kitchen, Powell Place



Figure 15: Example of dining room, Rock Bay Landing





Figure 16: Example of dining room and kitchen area for shelter users, Powell Place

5.6 HYGIENE

WASHROOM/BATHROOM FACILITIES

Washroom/bathroom design should consider safety, inclusion, and flow of users. Washroom facilities are required to be divided into three types: 1) for clients newly arrived at shelter, 2) for existing shelter residents, and 3) for staff.

Common Washrooms for Newly Arrived Clients

Ground floor washrooms and showers are required for use by clients newly arrived at a shelter, and should be located near staff sightlines and close to the reception area for ease of monitoring. At least two (2) individual washrooms should be gender neutral, and one of these should also be wheelchair accessible and include a shower. The accessible washroom should be designed to the requirements of the BC Building Code, and be equipped with grab bars to facilitate transfers.

Common Washrooms for Shelter Residents

For the washrooms for clients already living in the shelter, there are three main configuration options: 1) private (within a single-bed room), 2) semi-private (within rooms as per the three-bed configuration shown in Figure 24), or 3) shared washrooms. The advantage of private or semi-private washrooms should be weighed against operations and maintenance costs, as well as possible security problems that may arise.

The minimum standards for shared washrooms are:

- One washbasin per four beds;
- One shower stall per four beds. Shower stalls should each have a door;
- One toilet stall per four beds; and
- For women's shelter spaces, include sinks in bedrooms where possible. For shared washrooms, consider providing one or more bathtubs, depending on shelter size.

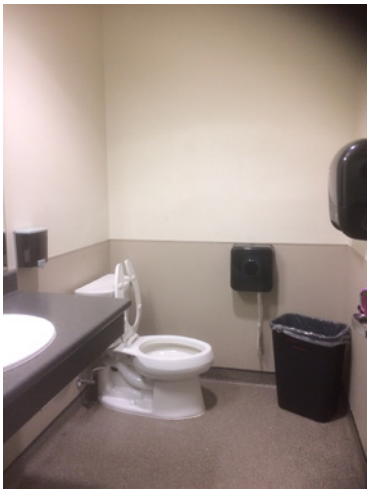


Figure 17: Example of individual washroom, 3030 Gordon



Figure 18: Example of a shower stall, 3030 Gordon



Figure 19: Example of toilet stalls, 3030 Gordon

Washroom(s) for Staff

Provision should be made for a separate ground floor staff washroom(s), including a shower close to reception or administrative support spaces. The staff washroom should be designed with non-slip flooring, a floor drain, toilet, sink, vanity, shower, and common washroom accessories, such as a toilet paper holder, soap dispenser, and towel dispenser.

Overall Washroom Design

Designing washrooms for existing shelter residents (Type 2) depends on the specific need and intended function of the shelter. Facilities can be designed as either multi-stall common washrooms, gender-neutral individual washrooms, or a combination of both. Designation of individual gender-neutral washrooms may increase flexibility, and reduce waiting time and flow of users through the facilities. Provision of shower rooms separate from toilet rooms could also be considered.

Washroom design for newly arrived clients and existing shelter residents (Type 1 and 2) should follow the requirements below, and be adjusted as appropriate for those receiving services within a facility:

- Washrooms need to have inclusive signage for transgender and gender diverse individuals that include function-based icons instead of gender figures;
- To allow for privacy, stall doors should have minimal gaps on the sides. Toilet doors need to have a space between the bottom of the door and the floor to allow staff to see if a user is in distress;
- It is recommended that the main door to a multi-stall washroom be provided with glazing to provide staff sightline in case of emergency. It is also recommended that locks be avoided in these doors to ensure access at all times. Design that allow for door-less entrance while providing privacy should be considered where possible.
- Stall door in common washroom or door in individual washroom locks should be secure, and have a safety mechanism that allows staff or emergency responders to open from the outside. If approved by the municipalities and authority having jurisdiction, washroom stall doors should open outward to allow easy access for emergency responders. Also, allow for an emergency panic button where necessary;
- Ceiling and wall tiles or panelling, as well as ventilation covers, should be securely affixed to eliminate spaces for concealing or discarding syringes, or other items;
- Washrooms should include resilient, non-slip sheet flooring with flash cove and floor drains;

- Provide general washroom accessories, including paper towels, soap, toilet tissue and dispensers, clothes hooks, safety mirrors, towel grab bars, high velocity electric handdryers and, in women's washrooms, feminine napkin disposal bins. Sharps containers need to be securely affixed to walls;
- Sufficient mechanical ventilation and exhaust should be provided for odour control;
- Provide tamper proof toilet tanks (tanks with bolt down lids) or tankless toilet to eliminate spaces for discarding syringes;
- Where possible, shutoff valves should be located outside of the bathrooms or in accessible location; and
- Floor drains should be installed in all washrooms.

LAUNDRY FACILITIES

Shelters should typically provide two laundry rooms – a commercial laundry to wash bed linens, towels, and donated clothing items for shelter provider, and a smaller laundry for shelter users' personal use. Both laundries should be located on the ground floor, well ventilated to avoid moisture problems, and close to exterior walls to minimize the length of dryer duct runs. Other provisions to include are non-slip flooring with cove base, floor drains, glazed (safety or tempered glass) access doors to avoid entrapment, and disabled access.

Shelter Provider Laundry

Washers and dryers should be commercial grade, Energy Star rated, and front-loading on raised platforms. A stainless steel laundry sink, shelves, and significant countertop space (minimum 2.4 m or 7.8 ft) should be provided for folding clean laundry. One commercial washer and dryer for up to 15 beds is recommended, and two of each for 16 to 40 beds.

Shelter Users Laundry

A wheelchair accessible common laundry room should be provided at a ground floor location, preferably close to a gathering space, with clear staff sightlines. The space should include a small commercial grade washer and dryer, a counter for folding clean laundry, a small seating area, and an accessible height sink with open knee space underneath. Doorways, millwork heights,



Figure 20: Example of shelter provider laundry, Rock Bay Landing

location of outlets and type of laundry equipment must be suitable for use those with mobility or visual impairments. The shelter provider can determine if the laundry equipment should be coin operated, card access, etc.

5.7 INDOOR STORAGE

Types of shelter storage should mainly consist of the following:

CLIENT STORAGE

Many individuals who are chronically homeless, or who are "coming indoors" for the first time in a long time may well have many belongings. Adequate and secure storage space in the ground floor area is a requirement for a minimal barrier service provision, including space for carts, buggies, pet carriers, and bikes. The availability of this space can mean a better chance of engaging individuals to come indoors, and work towards accessing appropriate housing. This space may be created within the building, but may also be provided in outdoor areas.

A separate pet kennel is not usually recommended due to the risk of spreading of infections among pets, and because of limited operational services. Consultation with local authorities is required for having any outside storage areas for pets.

STAFF STORAGE

Provide a conveniently located area for staff to store furniture, mattresses, maintenance materials, equipment, and other miscellaneous items.

CLOTHING STORAGE & DISTRIBUTION

Many operators provide clean, donated clothing for shelter clients, and space for storage and distribution is best provided on the ground floor. Fittings should include clothing hangers, and shelving for folded goods. A countertop and small change room, as well as a separate space for receiving and sorting clothing (preferably with vehicle parking access) are desirable. In larger shelters, this space can be provided within a basement, and may be associated with underground parking.



Figure 21: Example of donated clothing storage space, Rock Bay Landing

5.8 ACTIVITY SPACE/TEMPORARY BED

SPACES

Where space permits, the following rooms should be included in the shelter design, and sized appropriately:

COMPUTER AREA/LIBRARY ROOM

This space would allow shelter users to charge personal electronic devices, and/or use a shared computer for employment searches and training purposes.

MULTI-PURPOSE ROOM

The facility may provide for a multi-purpose room, which can be used for meetings, training classroom, social services programs, activities/art space, or temporary bed spaces in extreme weather. This area may also be used as a family meeting space for parents and children in a mixed gender shelter, or as a quiet area for people to relieve stress caused by the noise and crowded conditions associated with shelter operations – this is particularly important for elderly persons, people with mental health illnesses, and parents with young children.

Design, via furniture configuration or a second access, should allow staff to exit the room unimpeded.

6

Shelter Sleeping Accommodation

Sleeping accommodation is the central service of a shelter. Many of the shelters proposed for upgrading currently accommodate clients through bunk beds in multiple rooms. This has, in part, arisen out of necessity, as shelters have sought to increase accommodation to meet demand within existing buildings. However, large rooms containing bunk beds are not recommended for new shelters. Sleeping accommodations should be provided through multiple rooms with single, rather than bunk, beds. This strategy provides the following advantages:

- Mobility-impaired individuals have easier access to beds, and in between beds;
- Potential for conflict is reduced by the provision of more space;
- Accommodation is more dignified because it recognizes the value of the individuals, and avoids the perception of warehousing.



Figure 22: Example of women's 3-bed room with sink & lockers, Rock Bay Landing

6.1 MULTI-BED CONFIGURATIONS

The preferred format for sleeping accommodations in new shelters is single beds in small rooms. Large shelters, with multiple single bedrooms, will require extensive corridor space, necessitating the need to consider multi-bed sleeping accommodation where available space is limited. The number of beds per room will, in part, be determined by shelter size, community need, and the diversity of the clients in the shelter. To accommodate clients, such as families or couples, single rooms should be provided.

The recommended maximum number of beds per room is four, efficiently accommodating individuals without overcrowding (see Figure 25).

The four-bed format can also be reconfigured as a three-bed layout that includes a shower and toilet, with a separate sink in the location of the fourth bed. The three and four-bed configurations offer the design opportunity for two rooms to be combined into a small apartment in the future. Shelters may also include one and two-bed configurations – one-bed spaces can accommodate individuals with couples, single parents with children, individuals with disruptive sleeping patterns, or other behavioral issues. The minimum required floor area for each bed space is 4.6 m^2 (50 sf).



Figure 23: Example of women's 2-bed room with sink & lockers, Powell Place

Minimum recommended floor areas are:

- Single bed – Minimum 3.0 m x 3.9 m (9.8 ft x 12.8 ft), with or without washroom
- Single bed – Minimum 3.9 m x 4.0 m (12.8 ft x 13 ft), with disabled access, with or without washroom
- Two-bed – Minimum 2.8 m x 4.3 m (9.2 ft x 14.1 ft), without washroom
- Three-bed – Minimum 3.5 m x 5.3 m (11.5 ft x 17.4 ft), with washroom
- Four-bed – Minimum 3.5 m x 5.3 m (11.5 ft x 17.4 ft), with no washroom

Other recommended features to include:

- A locker and small side table, as well as a durable wall mounted light fixture, should be provided for each bed in multi-room configurations;
- Wall, floor, and ceiling assemblies between bedrooms should target an STC rating of 50;
- Provide awning or casement type opening windows;
- For storage in the rooms, provide additional closet area or shelves if required.

6.2 DORMITORY ROOM CONFIGURATIONS

In upgraded shelters, where space is limited and a dormitory configuration is selected, the recommendation is a maximum of eight single beds per room, with a minimum of 4.6 m² (50 sf) per bed.

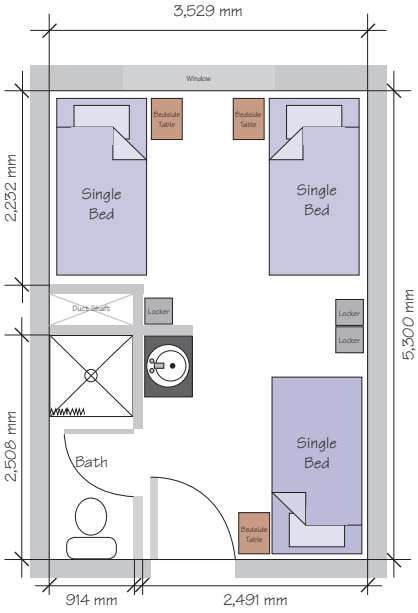


Figure 24: Typical 3-bed women's sleeping space (18.7 m²), Rock Bay Landing (based on original drawings from Jensen Group Architects)

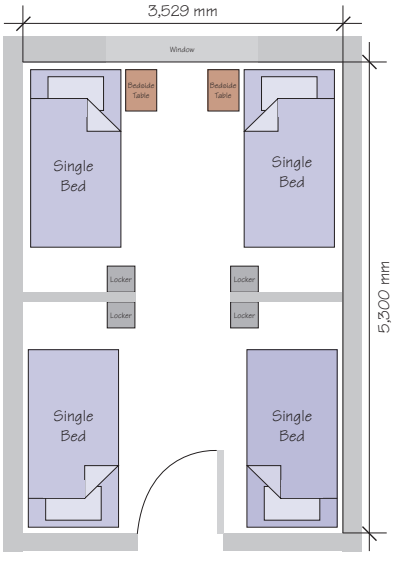


Figure 25: Typical 4-bed men's sleeping space (18.7 m²), Rock Bay Landing (based on original drawings from Jensen Group Architects)

6.3 CONFIGURATIONS FOR GENDER

When a shelter provides accommodation for a mix of genders, the proportion of beds for each can be difficult, given that numbers can vary significantly. Sleeping areas must be separate and secure. Designing sleeping accommodations to be flexible and easily varied for different gender proportions can be done, but is difficult. To create this opportunity, issues of security, fire exiting, and washroom access must be considered.

6.4 FLEXIBLE TEMPORARY BED SPACES

Where possible, shelters should consider providing flexible space for extreme weather conditions, and the provision of an overflow area for sleeping mats. The square footage of the space will depend on shelter size, but the space should include storage cupboards for sleeping mats. A multi-purpose room, the main dining room, or a women-only meeting room may offer opportunities for this type of temporary space.



7 Ancillary & Utility Services

7.1 JANITORIAL ROOMS

A janitorial room should be provided on the ground floor, and include a precast, slip-resistant floor, floor-mounted mop sink, and wall-mounted faucet, with provision for a hose end. In larger shelters with multiple floors, additional janitorial rooms should be provided on the upper floors (e.g., one every third floor), as required for efficient access, and should be located close to elevators.

In addition to a floor drain, each room should have appropriate fixtures and fittings for cleaning equipment storage, including commercial grade shelving. Sufficient mechanical ventilation is required in these areas.

7.2 MECHANICAL/ELECTRICAL ROOMS

Mechanical and electrical rooms should be located as close as possible to the entry point for utilities to allow for efficient distribution, including space and access for servicing. Where these service rooms are located adjacent to shelter sleeping areas, additional noise and vibration measures must be incorporated to ensure these systems do not disrupt residents. Refer to BC Housing's *Design and Construction Standards*.

7.3 RECEIVING/LOADING DOCK

Easy access for transporting food supplies from the street to the kitchen should be provided. The size of the receiving/loading area should be relative to a shelter's overall size.

7.4 GARBAGE & RECYCLING

A contained, easily accessible exterior area is needed for regular garbage and recycling pick-up. Ideally, constructed with a high impact concrete floor and walls, and a floor drain, this space should have adequate room to house a garbage skip, recycling bins, hose bib, and a hose with a hand sprayer. If required, mechanical ventilation could be included for odour control.

7.5 HEAT TREATMENT ROOM

The provision of a heat treatment room will be project specific. Shelters will need to provide a heat treatment (or bed bug treatment) room within their facilities, or in an outside area to prevent and manage bed bug infestations for shelter users' belongings or furnishings. See BC Housing's *Design Guidelines and Construction Standards, Section 5* for further specifications for this type of space.



Figure 26: Example of "bed bug" room, 3030 Gordon

8

Outdoor Spaces

Outdoor shelter space provides the opportunity for a range of important functions, and avoids impacting public sidewalks. Interior courtyards, or areas screened by the building or wall/fencing, should be considered. Outdoor spaces can include:

8.1 SMOKING AREAS

Smoking remains common among shelter users, so a smoking area is important. This area must comply with provincial legislation, or local authorities having jurisdiction, that prohibits smoking within three metres (9.8 ft) of windows and doorways. Where there is a conflict, the more stringent legislation will apply.



Figure 27: Example of outdoor courtyard, Our Place

8.2 STORAGE

Many shelter users require a secure outdoor space for parking of shopping carts and bikes.

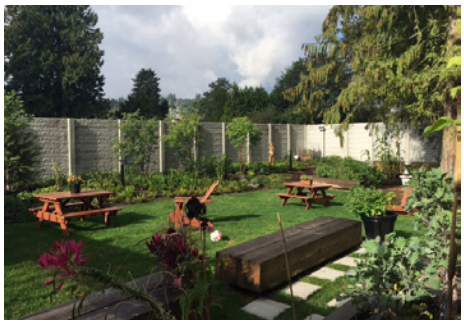


Figure 28: Example of outdoor space, 3030 Gordon

8.3 AMENITY SPACE

Consider a weather-protected area – an awning, gazebo, or similar – for outdoor seating, and a sorting space. Within staff sightlines, this area should be universally accessible from the main building, and provide seating that is universally designed.

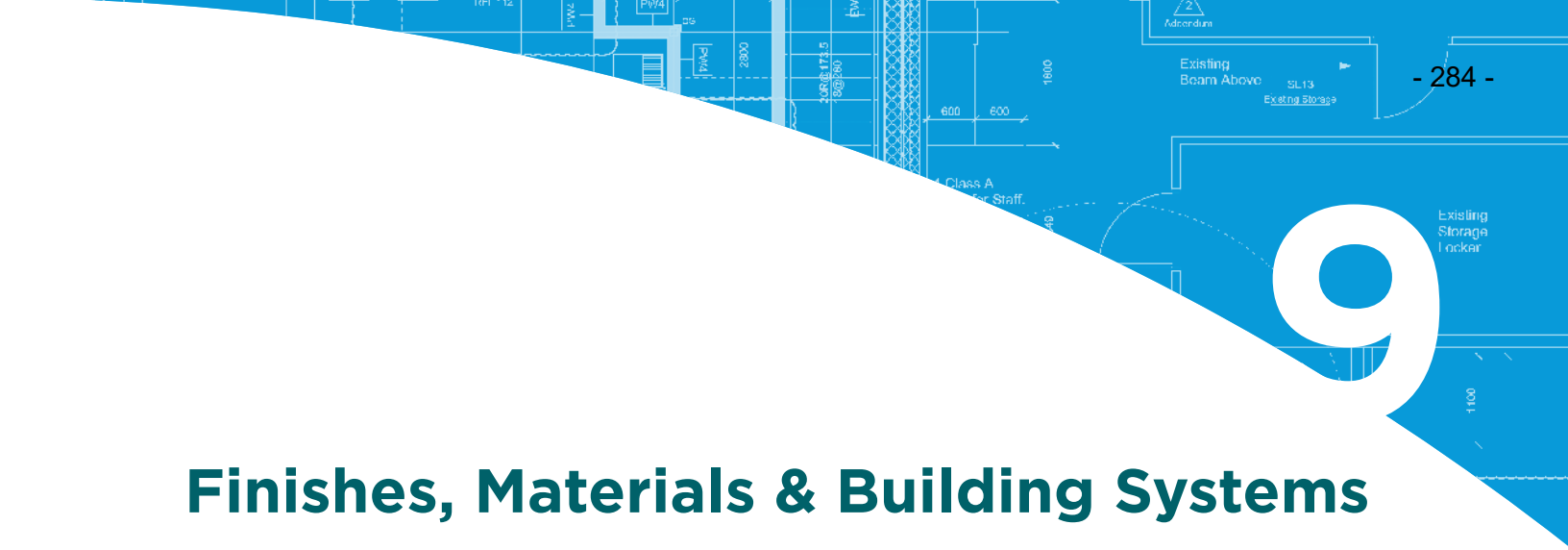
Where required by the operator, a common garden area can be provided for shelter residents to have the experience of planting and producing food, as well as for therapeutic effects.



Figure 29: Example of outdoor garden area, 3030 Gordon

8.4 ADEQUATE PARKING FOR STAFF & VISITORS

Municipalities usually recognize parking needs for shelters will be limited, depending on the building's location and staffing levels. In accordance with municipal requirements, parking for staff and visitors will need to be provided. The area should be secure, well lit, and subject to security camera surveillance.



Finishes, Materials & Building Systems

9.1 MATERIALS & FINISHINGS

Material selection and finishes should reflect client type, durability, ease of maintenance, and local availability. Material choices reduce the opportunity for vandalism or abuse. Refer to BC Housing's *Design Guidelines and Construction Standards, Section 5* for detailed requirements of interior and exterior finishes. A few highlights include:

- **Flooring.** Use resilient sheet flooring with flash cove base throughout. For bathrooms, laundry, and common kitchen areas, slip-resistant sheet flooring with flash cove base is recommended. Low maintenance, no-wax, and non-glare finishes are required.
- **Doors.** For renovation and conversion projects, the configuration of existing doors, and opener sizes, should be reviewed to ensure they meet current Building Code requirements. All exterior doors and interior common area doors should have clear openings of 900 mm (3'-0") with level or roll-over thresholds for accessibility, and lever handles for ease of operation.
- **Glazing.** Maximize glazing (using safety glass) for doors into public areas, laundry rooms, fire separations, and exit stairs, as permitted by the Building Code, to enhance security.
- **Windows.** Utilize awning or casement windows, and consider security when determining size, location, and style. For renovation projects, review the configuration of existing windows, opener sizes, and sill heights to ensure they meet current Building Code requirements. When design permits, provide windows in stairways and corridors to introduce natural lighting.
- **Hardware.** For all doors, windows and millwork, hardware should be easily operable by those with limited strength and dexterity. The design team should consult with the operator and maintenance personnel before choosing these products.

- **Drywall & Paint.** Abuse-resistant drywall should be considered for areas of potentially high damage. Walls and ceilings in common and sleeping areas should be finished with painted gypsum board. Suspended ceiling tiles should be avoided.
- **Infestation Control.** To prevent insects and bed bugs from getting behind baseboards and walls, provide a continuous bead of sealant along:
  - The joint between the finished floor and the bottom of the wall sheathing; and
  - The top edge and underside of the baseboard.

  For existing buildings, diatometious earth can also be used as a natural pesticide behind baseboards and walls.
- **Millwork.** It is recommended that commercial kitchen, bathroom, and common laundry cabinetry be located on legs so wet floors do not degrade the product.
- **Furniture.** Common area furniture, shelter beds, and furniture in sleeping areas should be made from durable, bed-bug proof, vandal-resistant materials, and secured by sturdy anchor points, if required.

9.2 BUILDING SYSTEMS

SECURITY SYSTEM

Building security system design should correspond with operational capacity and staffing levels. Security measures may include access control, camera surveillance systems, security alarms, emergency call buttons, etc., and be based on a risk assessment of a facility, and an operator's requirements. When planning these systems, it is advisable to engage security experts to assess the types of technology available, and possible locations for installation in consultation with operational staff.

A few things to consider are:

- In general, avoid entrapment spaces (e.g., in elevators, stairwells, and long hallways);
- Elevators, stairwells, and hallways should be well lit and subject to camera surveillance;
- At a minimum provide cameras at main entry points into the building, including all exit and entry doors, all common hallways, staircase, elevator, exterior parking area, common rooms, and any exterior storage areas (but not in the sleeping areas or washrooms);
- Provide delayed egress/alarmed fire exit doors;
- Shelter users should only have access to their own floors, rooms, and designated common areas that include tamper-proof electric strikes, card readers, or suitable

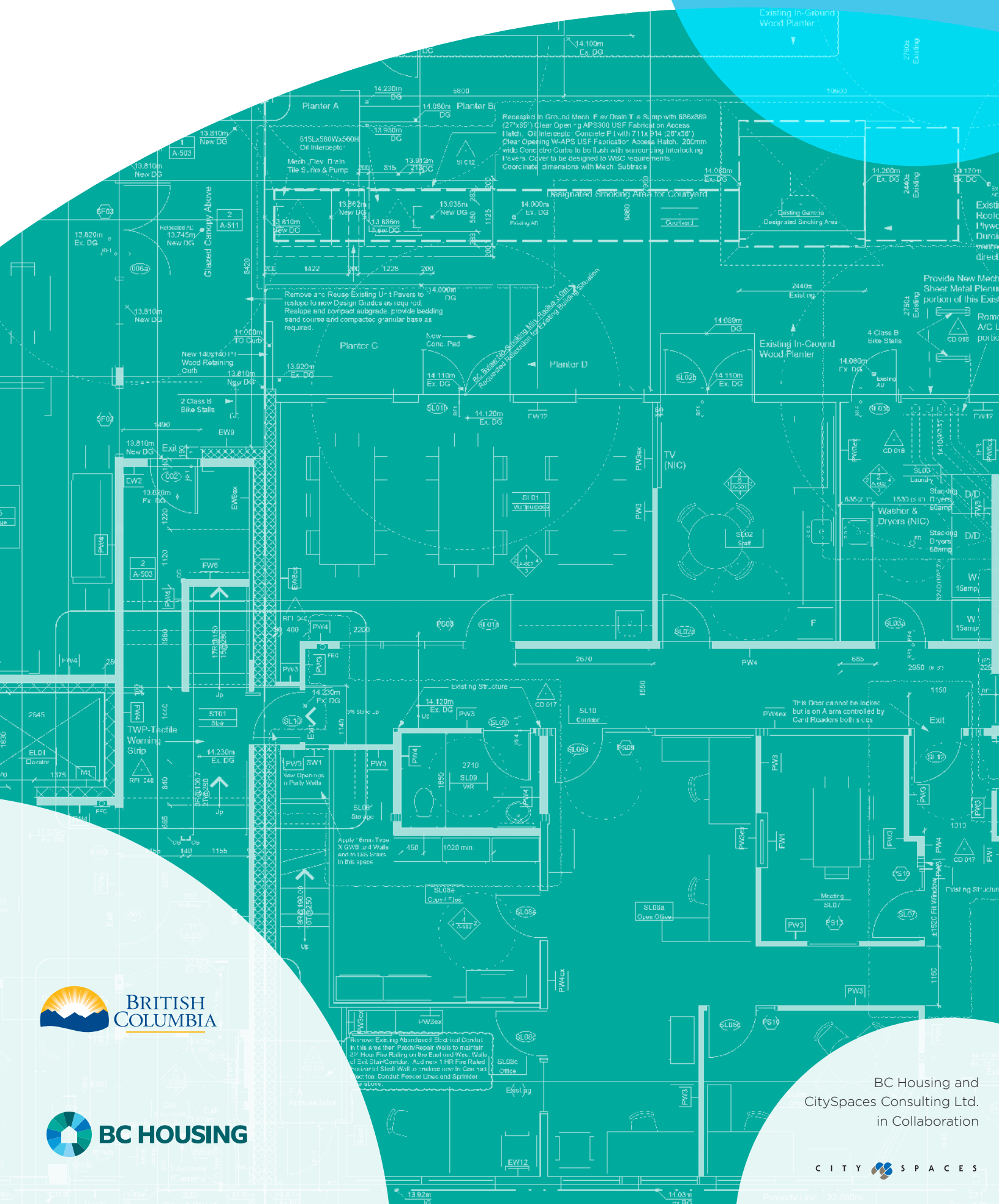
locksets where required (e.g., in co-ed shelters, women-only areas are accessible only by women);

- In order to respond to emergencies, installation of intercoms or emergency call buttons in sleeping rooms, medical rooms, and washrooms can be considered.

MECHANICAL & ELECTRICAL SYSTEMS

- In addition to considering a building's energy requirements, mechanical and electrical system design should optimize reductions in greenhouse gas emissions, and the total life-cycle costs of the building and consider passive design strategies as outlined in Section 3 - Energy and Environmental Design, BC Housing Design Guidelines and Construction Standards;
- A central boiler and storage tank system is the preferred option for multi-unit projects due to maintenance accessibility and serviceability;
- Hot water temperature must not exceed 49°C (120°F) at points of use by residents. Hot water storage tank shall not be below 60°C (140°F) to control the propagation of Legionella bacteria. Provide hot water distribution to common kitchen areas and for janitor sinks at 60°C (140°F);
- All showers shall be provided with thermostatic mixing valves and all other faucets shall be provided with temperature limit stops. The shower valves and faucets shall be set to maximum hot water temperature of 49°C (120°F);
- Indoor air quality is especially important for shelters, and must be considered when designing mechanical and ventilation systems;
- Adjustable lighting levels will enhance efficiency. Light fixtures in multi-bed configurations should be adjustable, and controlled by shelter users;
- A sprinkler protection system is required for all shelters. For renovation and conversion projects, installation of a sprinkler system can impact other fire detection and alarm systems, so a system review should be completed prior to undertaking any sprinkler installation;
- A fire detection, alarm system, and fire plan should be prepared, as required by the BC Building Code and local authorities having jurisdiction. Fire alarms, with flashing strobe lights for residents with hearing impairments, are also required;
- Choice of plumbing fixtures, shower heads, water closets, light fixtures, and sprinkler heads should consider ease of maintenance, supplier availability, and consistency of the application within the facility.

- In areas susceptible to damage, all equipment and wiring devices (including light fixtures, pull stations, exit lights, etc.) should be protected by wire guards or polycarbonate boxes. These locations include storage, janitorial, mechanical, electrical, and similar places.
- Depending on the type of clients and the size of the facility, new shelter design may consider incorporating an emergency back-up generator.



BRITISH COLUMBIA

BC HOUSING

BC Housing and
CitySpaces Consulting Ltd.
in Collaboration

CITY SPACES

The Corporation of the City of Penticton

Bylaw No. 2024-22

A Bylaw to establish zones and regulate within the zones

WHEREAS Section 479 of the *Local Government Act* provides that a local government may adopt a Zoning Bylaw;

AND WHEREAS the Municipal Council is desirous of replacing the City of Penticton Zoning Bylaw No. 2023-08;

AND WHEREAS this bylaw has been considered in conjunction with The City of Penticton Official Community Plan Bylaw No. 2019-08;

NOW THEREFORE 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 "Zoning Bylaw No. 2024-22".

2. **Application**

The following schedules attached hereto are hereby made part of this bylaw and adopted as the Zoning Bylaw for the City of Penticton:

.1 Schedule A (Zoning Bylaw Text)

.2 Schedule B (Zoning Bylaw Map)

.3 Schedule C (Penticton Plaza Transit-Oriented Area Map)

.4 Schedule D (Peachtree Square Transit-Oriented Area Map)

.5 Schedule E (Cherry Lane Mall Transit-Oriented Area Map)

3. **Consultation**

This bylaw has been referred to the Ministry of Transportation prior to adoption.

4. **Repeal**

City of Penticton "Zoning Bylaw No. 2023-08" and the amendments thereto are hereby repealed upon the adoption of this Bylaw.

READ A FIRST time this	21	day of	May, 2024
A PUBLIC HEARING was held this	3	day of	June, 2024
READ A SECOND time this	4	day of	June, 2024
READ A THIRD time this	4	day of	June, 2024
RECEIVED the approval of the Ministry of Transportation on the	6	day of	June, 2024
ADOPTED this		day of	, 2024

Notice of intention to proceed with this bylaw was published on the 24th day of May, 2024 and the 31st day of May, 2024 in an online news source and the newspaper, pursuant to Section 94.2 of the *Community Charter*.

Approved pursuant to section 52(3)(a) of the *Transportation Act*
this 6th day of June, 2024

Robert Bitte
for Minister of Transportation & Infrastructure

Julius Bloomfield, Mayor

Angie Collison, Corporate Officer

Schedule A – Zoning Bylaw Text

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Chapter 1 – General Administration

1.1 Short Title

This Bylaw may be cited as the Zoning Bylaw.

1.2 Purpose

The purpose of this Bylaw is to provide a clear and efficient system of land use regulation for the orderly, economic, beneficial, equitable and environmentally sensitive use, development, and redevelopment of the ***City*** of Penticton having regard for the provisions of the ***City*** of Penticton's ***Official Community Plan.***

1.3 Severability

A declaration by a court of competent jurisdiction that a chapter, clause or provision of this Bylaw, including anything shown on Schedules to the Bylaw is invalid, shall not affect the validity of the Bylaw or any part of the Bylaw other than the chapter, clause or provision, or part of the Schedule declared to be invalid.

1.4 Compliance with Other Legislation

1.4.1 Other Municipal Bylaws, Provincial and Federal Statutes and Regulations

In addition to this Bylaw, a person is responsible for ascertaining and complying with the requirements of all other applicable municipal bylaws, or Provincial or Federal statutes and regulations.

1.4.2 Official Community Plan and Development Permits

The provisions of the development permit system included within the ***Official Community Plan*** apply in addition to the regulations in this Bylaw.

1.5 Applying Zoning Regulations

1.5.1 Administrators of Zoning Bylaw

The ***Director of Development Services***, Building Officials, Bylaw Enforcement Officers, and Planning Department staff shall administer this Bylaw.

1.5.2 Areas Subject to the Bylaw, Existing Uses and Variance Orders

Except for legal non-conforming uses or developments approved by a Development Variance Permit or a Board of Variance order, or another agreement or permit as authorized by the *Local Government Act*, or other provincial legislation and subject to Section 528 of the *Local Government Act*, the ***use***, ***buildings*** and ***structures*** in each ***zone*** or area shall be in accordance with the ***uses*** listed in the ***zone*** and in accordance with all the appropriate regulations and requirements of this Bylaw.

1.6 Exclusions

This Bylaw does not apply to the following:

1.6.1 ***Mobile vending units***, subject to compliance with all ***City*** regulations and bylaws, shall be permitted on all ***City*** owned land. ***Mobile vending units*** are permitted on privately owned land in commercial ***zones***.

1.6.2 A ***building*** or ***structure*** for a ***residential sales centre*** for the sales of units of a ***building*** under construction or ***lots*** for sale in a subdivision shall be permitted in all ***zones*** for as long as it is necessary for the construction and sales in progress to be completed.

1.6.3 The ***use*** of non-residential ***zones*** for activities such as amusement ***carnivals***, religious gatherings, and music festivals for less than 7 days in any six-month period, provided approval has been issued under the City's Business Licence and Permit requirements.

1.7 Development Applications in Process

1.7.1 A completed application for a building permit, Development Permit or Development Variance Permit that is received prior to the effective date of this Bylaw shall be processed in accordance with the regulations of ***City*** of Penticton's Zoning Bylaw No. 2023-08, as amended. Such applications will have one year from the effective date of this Bylaw to be issued and after which time they must comply with this Bylaw.

1.8 Enforcement

1.8.1 The ***Director of Development Services***, Building Officials and Bylaw Enforcement Officers and Planning Department staff are authorized to enforce the provisions of this Bylaw.

1.8.2 No person shall interfere with or obstruct the entry of a Bylaw Enforcement Officer or any authorized ***City*** representative onto any land or into any ***building*** to which entry is made or attempted pursuant to the provisions of this Bylaw.

1.9 Prohibitions

1.9.1 No person shall contravene, cause, suffer, or permit a contravention of this Bylaw.

1.9.2 No person shall commence or undertake a ***use*** that is not permitted by this Bylaw.

1.9.3 No person shall construct, make an addition to, or alter a ***building*** or ***structure***, which is not permitted by this Bylaw.

1.9.4 No person shall modify any description, specifications, or plans that were the basis for the issuance of any permit by the ***Director of Development Services*** or by a Building Inspector.

1.9.5 No person shall authorize or do any construction that is at variance with the description, specifications or plans that were the basis for the issuance of a building permit if such variance contravenes this Bylaw.

1.10 Penalties

1.10.1 Every person who violates a provision of this Bylaw commits an offence and is liable on summary conviction to a penalty not exceeding Ten Thousand Dollars ($10,000.00) and the costs of prosecution. Each day a violation of the provisions of this Bylaw exists or is permitted to exist shall constitute a separate offence.

Chapter 2 - **Interpretation**

2.1 Interpretation of Words and Terms

2.1.1 Words used in the present tense include the other tenses and derivative forms; words used in the singular include the plural and vice versa.

2.1.2 The words "shall" and "is" require mandatory compliance except where a variance has been granted pursuant to the *Local Government Act*.

2.1.3 The phrase "used for" includes "arranged for", "designed for", "maintained for", or "occupied for".

2.1.4 Words, phrases, and terms neither defined in Chapter 3 – Definitions of this Bylaw nor in the *Local Government Act* or other provincial statutes shall be given their usual and customary meaning.

2.1.5 Where a regulation involves two (2) or more conditions, provisions, or events connected by the conjunction:

.1 "and" means all the connected items shall apply in combination;

.2 "or" indicates that the connected items may apply singly or in combination; and

.3 "either-or" indicates the items shall apply singly but not in combination.

2.1.6 Where a term or phrase is shown in bold type, it is subject to interpretation using the definitions contained within Chapter 3 – Definitions of this Bylaw.

2.2 Illustrations

2.2.1 Examples and illustrations are for the purposes of clarification and convenience. Where there is a direct conflict between an illustration and the text of this bylaw, the text shall prevail.

2.3 References to Legislation

2.3.1 Any enactments referred to herein are a reference to an enactment of British Columbia law and regulations thereto, as amended, revised, consolidated or replaced from time to time, and any bylaw referred to herein is a reference to an enactment of the ***Council*** of the ***City*** of Penticton, as amended, revised, consolidated or replaced from time to time.

2.4 Zone Boundaries

The ***zone*** boundaries on the Zoning Map shall be interpreted as follows:

2.4.1 Where a ***zone*** boundary follows a ***street***, ***lane***, railway, pipeline, power line, utility right-of-way, or easement, it follows the centreline, unless otherwise clearly indicated on the Zoning Map.

2.4.2 Where a ***zone*** boundary is shown as approximately following the ***City*** boundary, it follows the ***City*** boundary.

2.4.3 Where a ***zone*** boundary is shown as approximately following the edge, shoreline, or high water mark of a river, lake, or other water body, it follows that line.

2.4.4 Where a ***zone*** boundary is shown as approximately following a ***property line***, it follows the ***property line***.

2.4.5 Where a ***zone*** boundary is shown as approximately following a topographic contour line or a top-of-bank line, it follows that line.

2.4.6 Where a ***zone*** boundary is shown as being generally parallel to or as an extension of any of the features listed above, it shall be so.

2.5 Street Closings

2.5.1 When any ***street*** or ***lane*** is closed or the dedication has been removed in accordance with Section 40 of the *Community Charter*, the roadway lands have the same zoning as the ***abutting*** land. When ***abutting*** lands are governed by different ***zones***, the centre of roadway is the ***zone*** boundary unless the ***zone*** boundary is shown clearly following the edge of the roadway.

2.6 Schedules

2.6.1 The Schedules attached to this Bylaw form part of this Bylaw.

2.7 Lots Containing More than One Zone

2.7.1 Where a ***lot*** is divided into more than one ***zone***, each zoned portion of the ***lot*** shall be considered as a separate ***lot*** for the purpose of determining ***zone*** provisions.

2.7.2 For the purpose of determining ***interior side yard setbacks*** for each zoned portion of the lot, the ***zone*** boundary separating ***uses*** on the same legal ***lot*** shall be considered to be the ***interior side yard*** line for the ***abutting uses***.

Chapter 3 - **Definitions**

3.1 Undefined Uses

3.1.1 The following guidelines shall be applied in interpreting the ***use*** definitions:

.1 Typical ***uses*** listed in the definitions as examples are not intended to be exclusive or restrictive; and

.2 Where a specific ***use*** does not conform to the wording of any ***use*** definition or generally conforms to the wording of two (2) or more definitions, the ***use*** is deemed to conform to and is included in that ***use*** which is most similar in functional purpose or physical characteristics.

3.2 Definitions

A

ABUT or ***ABUTTING*** means immediately contiguous to, or physically touching, and when used with respect to ***lots***, means two (2) ***lots*** that share a common ***property line***.

ACCESSORY BUILDING or ***STRUCTURE*** means a ***building*** or ***structure***, normally ancillary to, incidental, subordinate to and dedicated exclusively to, and located on the same ***lot*** as, the principal ***building*** or ***structure***.

ACCESSORY SUITE means a self-contained ***dwelling unit*** located within a ***dwelling unit*** or an ***accessory building***.

ACCESSORY USE means a ***use*** which is normally ancillary to, incidental to subordinate to, dedicated exclusively to and located on the same ***lot*** as the ***permitted use***. Parking may be an ***accessory use*** when it serves the ***permitted use***. An ***accessory use*** is permitted at the same time or after the permitted principal use is established on a parcel.

ADJACENT means land that ***abuts*** and is contiguous to a ***lot***, and also includes land that would be contiguous if not for a ***street***, ***lane***, ***walkway***, stream, utility ***lot***, underground pipeline, power line, drainage ditch, ***watercourse***, or similar feature.

AGRICULTURAL FARM HELP DWELLING means any ***dwelling unit*** on an agricultural zoned property that is used to house necessary full-time permanent or seasonal farm workers employed on the same site as the agricultural operation only. This may include but is not limited to ***single detached dwellings***, ***manufactured homes***, or bunkhouses.

AGRICULTURAL STRUCTURE means a ***building*** or ***structure*** used for agriculture or ***intensive impact agriculture***, and may include irrigation works.

AGRICULTURAL USE means the primary production of ***farm*** products such as dairy products, poultry products, cattle, hogs, sheep or other animals, wheat or other grains, and vegetables, orchards, vineyards or other field crops, and any other activity designated as ***farm use*** by the *Agricultural Land Commission Act,* and its regulations, and farm operations as defined in the *Farm Practices Protection*

(Right to Farm) Act. This ***use*** may include the processing and marketing of on-farm products and those off-farm products permitted by the Agricultural Land Commission (ALC) as well as a ***winery***.

AGRI-TOURISM ACCOMMODATION means the provision of short term sleeping accommodations for tourists, on a property classified as ***farm*** under the *Assessment Act*, up to a maximum of 10 ***sleeping units***. Typical uses include but are not limited to ***farm*** inns and seasonal ***farm*** cabins.

AIRPORT means any area designed, prepared, equipped or set aside for the arrival, departure, movement or servicing of aircraft, and includes any associated ***buildings***, installations, ***open space***, and equipment in connection therewith. This includes ancillary services including but not limited to gift shops, car rentals, ***restaurants*** and ***personal service establishment uses***. It may include temporary residential ***uses*** for emergency personnel.

AMENITY SPACE, INDOOR means a common area located within a building, which is developed for the recreational ***use*** of the residents. Typical ***uses*** include, but are not limited to, children's play area, games room, swimming pool, indoor gym or hobby room.

AMENITY SPACE, OUTDOOR means a useable ***open space*** area (common or individual) which is developed for the recreational ***use*** of the residents of a residential ***dwelling unit***, and may include ***balconies***, ***patios***, ***decks*** and level landscaped recreation areas. ***Amenity space, outdoor*** does not include parking areas, required access paths or ***walkways***, and xeriscaping.

ANIMAL CLINIC means those premises where domestic pets, animals and birds are treated inside a ***building*** and kept for medical or surgical purposes and are directly or indirectly under the care of a veterinarian, but does not include an ***animal shelter***.

ANIMAL KENNELS AND STABLE means premises used for the buying, selling, breeding or overnight boarding of animals including individual dogs, cats, horses, and other domesticated animals but excluding livestock other than horses.

ANIMAL SHELTER means a ***lot*** and/or ***building*** or part thereof, used for the temporary care of lost, abandoned or neglected animals.

APARTMENT means a residential ***building*** consisting of three (3) or more ***dwelling units*** on a ***lot***, where each ***dwelling unit*** has its principal access from a common entrance or hallway. Ground level ***dwelling units*** may have the principal access from a common entrance or hallway or may have direct ground level access to the outside.

APPROVED GRADE (see *GRADE, APPROVED*)

ARTISAN CRAFTS means the production and retail sale of crafts. Typical ***uses*** include but are not limited to pottery, wood crafts, metal crafts, textile crafts, glass crafts, custom stone crafts or native crafts; this may also include art, audio visual or a photographic studio.

ASSEMBLY means a ***building*** wherein people assemble for public, non-profit, fraternal, ***business***, private group or religious purposes. Typical ***uses*** include but are not limited to conference and convention facilities, social clubs, non-profit organizations and churches. ***Uses*** may include rooms for eating, drinking and general ***assembly*** and may hold a Liquor Primary License.

AWNING means a retractable or non-retractable covering of non-rigid materials such as canvas or similar fabric projecting from the exterior wall of a ***building***.

B

BACHELOR DWELLING UNIT means a ***dwelling unit*** in which the sleeping and living areas are combined and which is not capable of containing a separate bedroom or bedrooms.

BAKERY means any ***building*** or ***structure*** or part of a ***building*** or ***structure*** where bread, biscuits, ice cream cones, cakes, pies, buns, or any other ***bakery*** product of which flour or meal is the principal ingredient, are manufactured for sale and/or consumption on or off premises.

BALCONY means an unenclosed platform, attached to and projecting from the face of a ***building*** with or without a supporting ***structure*** above the ***first storey***, normally surrounded by a railing and used as an outdoor porch or sun-deck with access only from within the ***building***.

BARELAND STRATA LOT (see *LOT, BARELAND STRATA*)

BASEMENT means a ***storey*** or ***storeys*** of a ***building*** located below the ***first storey***, that is 1.8 m or greater in ***height***, but shall not include a ***cellar***.

BED AND BREAKFAST HOME means the ***use*** of a residence in which temporary overnight accommodation and breakfast is provided to tourists.

BED AND BREAKFAST INN means the ***use*** of a ***building*** containing ***dwelling units*** within which not more than 10 ***sleeping units*** may be rented for the temporary accommodation of the travelling public and where the room rate may include meals served on the premises.

BICYCLE PARKING, CLASS 1 means bicycle parking spaces that are provided for residents, students, or employees of a ***permitted use***. It is intended for the long-term secure parking of bicycles and includes bicycle lockers, compounds or rooms specifically provided and equipped for bicycle storage, considerations for electric bicycle charging, and individual ***garages*** or ***carports*** for each ***dwelling unit***.

BICYCLE PARKING, CLASS 2 means bicycle parking spaces that are provided for patrons or visitors of a ***permitted use***. It is intended for the short-term parking of bicycles and includes racks, lockers, or other structurally sound devices designed to secure one (1) or more bicycles in an orderly fashion located at ***street*** level or ***grade***.

BOARDER means a non-family member who is a lodger, roomer, or person who pays for and takes regular lodging, with or without meals.

BOARDING HOUSE means a ***building*** in which the ***owner*** or manager supplies accommodation and/or ***sleeping unit*** accommodation for remuneration. It may or may not include meal service. It includes lodges for senior citizens but does not include hotels, motels, temporary shelter services, ***congregate housing***, or ***bed and breakfast homes***.

BOULEVARD AREA means the area between the edge of an asphalt ***street*** and a ***property line***.

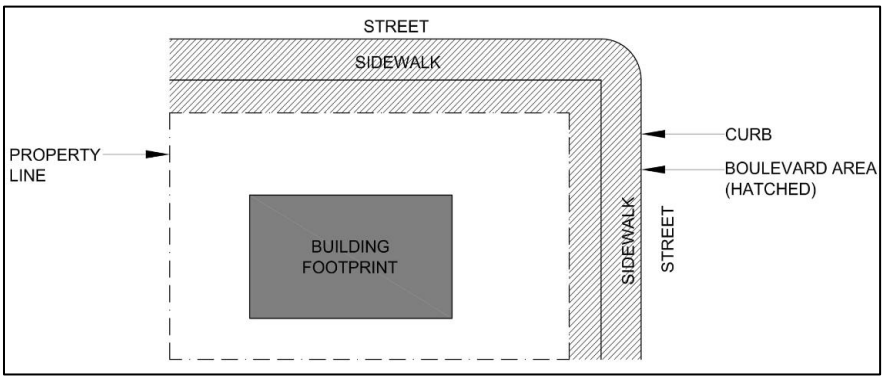


Figure 1 - Boulevard Definition

BUILDING means a temporary or permanent ***structure*** having a roof supported by columns or walls for the shelter or enclosure of persons, animals, materials, chattels and/or equipment.

BUILDING AND GARDEN SUPPLY means the retail sale or wholesale of ***building*** material, fixtures, or hardware, garden furniture, construction and home improvement equipment or supplies, animal feed, farm supplies, and includes a lumber yard, ***building*** supply outlet, home improvement centre, and may include ***accessory*** rental of home construction, maintenance or repair equipment.

BUILDING ENVELOPE means that area of the ***lot*** that may be used for the footprint of a possible ***building*** or ***structure*** after ***yard*** requirements have been accounted for. The ***building envelope*** may be further restricted by other regulations such as ***lot coverage*** or ***amenity space*** requirements.

BUILDING FACE OR FACADE means that portion of any exterior elevation of a ***building*** exposed to public view extending from the ***building grade*** to the soffit or the top of the ***parapet wall*** and the entire length of the ***building*** elevation.

BUILDING FOOTPRINT means the area of a ***lot*** that is surrounded by the exterior walls of a ***building*** and in the absence of walls the area under the horizontal projection of a roof extending more than 0.6 m from the outside of the exterior wall, ***deck*** or ***balcony*** over 0.6 m in ***height***.

BUILDING FRONTAGE means the measurement of the length of a ***building*** wall, which directly faces a ***street***.

BUILDING GRADE (see *GRADE, BUILDING*)

BUSINESS means an establishment for carrying on a commercial or industrial undertaking of any kind or nature, or the providing of professional, personal, or other service for gain or profit. This includes a ***home occupation***.

BUSINESS SUPPORT SERVICE means a ***use*** providing support services to a ***business***. Typical ***uses*** include but are not limited to minor equipment for printing, duplicating, binding or photographic processing, ***office*** maintenance or custodial services, ***office*** security, ***office*** equipment sales, and rentals, testing laboratories, locksmiths, sign shops and other similar ***uses***.

C

CALL CENTRE means a ***building*** or a portion of a ***building*** in which workers provide support services to offsite customers primarily via telephone interactions. Services to customers are not typically available on a walk-in or over-the-counter basis. ***Call centres*** are distinct from ***office*** uses on the bases of multiple-shift operations.

CALIPER means the trunk diameter of a tree measured at a point 300 mm above the top of the root ball.

CAMPGROUND means land which has been planned and improved for the seasonal short term ***use*** of holiday trailers, motor homes, tents, campers and similar ***recreational vehicles,*** for a period not to exceed 240 days in one (1) year, and is not used as year round storage or accommodation for residential ***use***. Typical ***uses*** include but are not limited to ***tourist*** trailer parks, campsites, and tenting grounds.

CANNABIS PRODUCTION FACILITY means a federally licensed facility through the *Cannabis Act*, as amended from time to time, where cannabis products are grown, processed and packaged.

CANNABIS RETAIL STORE means a business selling cannabis products through a storefront with a cannabis retail store license issued from the BC Liquor and Cannabis Regulation Branch.

CANOPY means a covering of rigid material or a marquee which projects from the wall of a ***building***. It does not include an ***awning***, projecting roof, roof eaves, or enclosed ***structure***.

CANTILEVERED BALCONY means a ***balcony*** that protrudes from the face of the ***building*** without any visible supports other than the fixing to the face of the ***building***. The weight and imposed loads are supporting by cantilevering the structure off the wall.

CARRIAGE HOUSE means an ***accessory dwelling unit*** located on a residential ***lot***. A ***carriage house*** may be a purpose-built ***structure***, or a renovated ***garage*** or ***accessory building***.

CARNIVALS means a temporary ***use*** providing a variety of shows, games and amusement rides in which the patrons take part, for a period of less than 30 days.

CARPORT means a roofed ***structure*** with less than 60% of the perimeter enclosed, used by the building occupants to shelter parked ***vehicles***. It can be either free standing or attached to the ***principal building***, but cannot be enclosed on the front.

CELLAR means that portion of a ***building*** between two (2) or more floor levels that is completely underground. A ***cellar*** does not include a walkout ***basement***.

CEMETERY means those areas of land that are set aside for the burial of human remains.

CITY means the ***City*** of Penticton.

CLEARANCE means the unobstructed vertical distance between the ***building grade*** or finished floor and the underside of a ***canopy***, ***awning***, ceiling, or ***structure***.

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

COMMERCIAL SCHOOL means a specialty school facility used for training, instruction, and certification in a specific trade, skill, or service for the financial gain of the individual or company owning the school. Typical ***uses*** include but are not limited to secretarial, ***business***, hairdressing, automotive and construction trades, dancing, art, martial arts or music schools.

COMMUNITY GARDEN means the ***use*** of land for cultivating or growing plants. The garden must be operated by a registered organization such as a community association, strata corporation or non-profit group.

CONCRETE MIXING PLANT means the processing, manufacturing, recycling, and sales of concrete and/or the accessory manufacturing and sales of products made from concrete.

CONGREGATE HOUSING means a residential development in the form of multiple ***sleeping*** or ***dwelling units*** where residents are provided with common living facilities, meal preparation, laundry services and room cleaning. ***Congregate housing*** may also include other services such as personal services, transportation for routine medical appointments and counselling for the residents of the facility.

CONSERVATION means a use providing for the preservation of natural resources.

CONTRACTOR SERVICES, AGRICULTURAL means development used for the provision of off-site agricultural services, such as vineyard maintenance, ***farm*** labour, agricultural earthworks and includes the storage and warehousing of materials and equipment used for agricultural purposes.

CONTRACTOR SERVICES, GENERAL means development used for the provision of ***building*** and road construction services including ***landscaping***, concrete, electrical, excavation, drilling, heating and plumbing or similar services of a construction nature, which require on-site ***storage and warehouse*** space. Any sales, display, ***office*** or technical support service areas shall only be permitted as an ***accessory use***.

CONTRACTOR SERVICES, LIMITED means development used for the provision of electrical, plumbing, heating, painting and similar contractor services and the accessory sale of goods normally associated with the contractor services where all materials are kept within an enclosed ***building***, and there are no accessory manufacturing activities.

CONVENIENCE STORE means the retail sale of those goods required by area residents or employees on a day-to-day basis, from ***business*** premises which do not exceed 250 m^2 in ***gross floor area***. Typical ***uses*** include but are not limited to small food stores selling confectionery, tobacco, groceries, beverages, pharmaceutical and personal care items, printed matter, or the rental of videos. This ***use*** does not include the sale of alcoholic beverages.

COOKING EQUIPMENT means equipment, devices or appliances that can be utilized to prepare a meal and includes but is not limited to a gas or electric range or stove, countertop cooking unit, hot plate, wall oven, microwave oven, convection oven, toaster oven, electric frying pan, electric wok, pressure cooker, crock pot, or any other such culinary facility or any combination of such culinary facilities.

CO-OPERATIVE VEHICLE means an automobile, van, or pick-up truck, owned and operated by an organization that permits scheduled, temporary ***use*** of the ***vehicle*** by its members.

CORNER LOT (see *LOT, CORNER*)

CORNER VISIBILITY TRIANGLE means the triangular space formed by the ***street*** lines of a ***corner lot*** and a line drawn from a point in one (1) ***street*** line to a point in the other ***street*** line, each such point being 4.5 m from the point of intersection of the ***street*** lines (measured along the ***street*** lines).

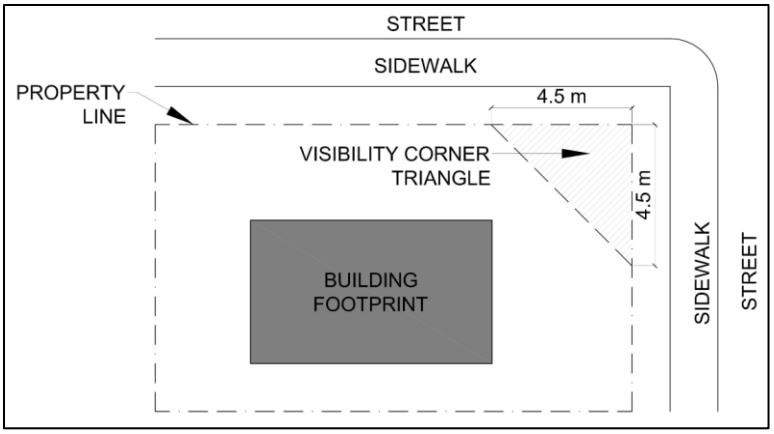


Figure 2 - Corner Visibility Triangle Definition

COUNCIL means the Municipal ***Council*** of the ***City*** of Penticton.

CRAFT BREWERY/DISTILLERY means a ***building*** used for production of alcoholic beverages including beer, ale, cider, wine or spirits, with a maximum ***gross floor area*** of 1,000 m^2. The use must also include a retail and/or restaurant component, of at least 25% of the total ***gross floor area*** of the ***craft brewery/distillery***.

CRAWL SPACE means the space between the underside of the joists of the floor above and the ground floor slab or ground surface where no slab exists, having a vertical clear ***height*** of less than 1.8 metres (5.9 feet).

CSA means Canadian Standards Association.

CUSTOM INDOOR MANUFACTURING means development used for small-scale on-site indoor production of goods by hand, manufacturing primarily involving the ***use*** of hand tools. Typical ***uses*** include but are not limited to jewellery, toy and musical instrument manufacturing, specialty food products, gunsmiths, and pottery and sculpture studios. Any sales, display, or ***office*** space shall only be permitted as an ***accessory use***.

D

DAY CARE CENTRE, MAJOR means a premise that is licensed and regulated by the *Community Care and Assisted Living Act: Child Care Licensing Regulation*, which provides care for more than eight (8) children, for not more than thirteen (13) hours per day.

DAY CARE CENTRE, MINOR means a premise that is licensed and regulated by the *Community Care and Assisted Living Act: Child Care Licensing Regulation*, which provides care for not more than eight (8) children, for not more than thirteen (13) hours per day.

DECK means a ***structure*** more than 0.6 m above ***grade*** without a roof or walls, except for visual partitions and railings.

DENSITY means a measure of the intensity of a ***building*** or ***buildings*** to the area of the site, including the number of units on a site measured in units/area, or ***floor area ratio (FAR)***, as the case may be.

DIRECTOR OF DEVELOPMENT SERVICES means the person appointed by ***City Council*** to administer and enforce the provisions of this Bylaw.

DOUBLE FRONTING LOT (see ***LOT, DOUBLE FRONTING***)

DUPLEX means a ***building*** designed exclusively to accommodate two (2) ***households*** living independently in separate ***dwelling units*** above, below, beside each other or back-to-back to each other.

DUPLEX, BACK-TO-BACK means a ***duplex*** dwelling that is configured such that one unit faces the front of the ***lot*** and the other faces the back of the ***lot***. Both units share a common back wall.

DUPLEX, SIDE-BY-SIDE means a ***duplex*** dwelling that shares a common side wall.

DUPLEX, STACKED means a ***duplex*** dwelling that is configured such that one unit is on top of the other.

DUPLEX SUITE means a self-contained ***accessory dwelling unit*** located within a ***duplex***, which has its own entrance, kitchen, bathroom and living area.

DWELLING UNIT means accommodation providing interconnected, free flowing space including bedroom(s), washroom and a ***kitchen*** intended for domestic ***use***, and used or intended to be used permanently for a ***household***. A ***dwelling unit*** includes only one (1) room containing ***cooking equipment***, and which, due to its design, plumbing, equipment, and furnishings, may be used primarily as a ***kitchen***. A ***dwelling unit*** may include a maximum of one (1) ***wet bar***, in addition to one (1) ***kitchen***.

E

EDUCATION SERVICE means a ***use*** that involves public ***assembly*** for education, training or instruction purposes, and includes the administration ***offices*** and maintenance/storage facilities required for the daily operation of the facility on the same site or within the same school district. Typical ***uses*** include but are not limited to public schools; private elementary and secondary schools; community colleges; universities; and technical and vocational schools, and their administrative ***offices***.

ELECTRIC VEHICLE ENERGY MANAGEMENT SYSTEM means a system used to control electric vehicle supply equipment loads through the process of connecting, disconnecting, increasing, or reducing electric power to the loads and consisting of any of the following: a monitor(s), communications equipment, a controller(s), a timer(s), and other applicable device(s).

EMERGENCY SHELTER means a ***boarding home*** operated by non-profit society or government agency which provides temporary emergency accommodation, meals and support services for individuals who are in a housing crisis.

ENERGIZED OUTLET means a point connected to a source of voltage in an electrical wiring installation at which current is taken and can be connected to supply utilization equipment. An outlet includes a covered termination box, NEMA 14-50R receptacle, or NEMA 6-50R receptacle. Additional termination means may be approved by the ***Director of Development Services***.

EXTENDED CARE RESIDENCE means a facility providing room, board, and limited medical treatment for the elderly and infirm including accessory staff residences. Typical ***uses*** include but are not limited to nursing homes with health care for dependent residents.

EXTERIOR SIDE YARD (see ***YARD, EXTERIOR SIDE***)

F

FARM means an area of land classified as a "farm" under the *Assessment Act*, and may be comprised of one (1) or several contiguous or non-contiguous ***lots*** owned or operated for the principal purpose of a ***farm business***.

FARM GARDEN STAND means an ***accessory building*** or ***structure*** used for retailing agricultural products produced on the ***farm***.

FARM RETAIL SALES means on-farm retail sale to the public of products grown or raised on a ***farm***, and may include the sale of non-farm products in a portion of the retail sales area that does not exceed 50% of the total ***farm retail sales*** area.

FARM RETAIL SALES AREA means the floor area or dedicated outside area on which the ***farm retail sales*** are taking place and includes areas used for retail purposes indoors and outdoors. It does not include parking, driveways, ***office*** space, washrooms or areas for processing or product storage.

FENCE means a ***structure*** used as an enclosure or for ***screening*** purposes, but excludes ***retaining walls***, gates, pergolas, and trellises.

FINANCIAL SERVICE means the provision of financial and investment services by a bank, trust company, investment dealer, credit union, mortgage broker, insurance company or related ***business***. Insurance companies that cater to a specific sector of the commercial or industrial ***business*** community and do not offer personal, financial, investment or insurance services to the general public are not included in this definition.

FIRST STOREY (see ***STOREY, FIRST***)

FLANKING STREET (see ***STREET, FLANKING***)

FLEX UNIT means a purpose built designated area within a multiple residential ***dwelling unit*** that may be used as either a small-scale commercial space, an additional ***dwelling unit*** or incorporated into the larger ***dwelling unit***.

FLEET SERVICE means a collection of ***vehicles*** for the delivery of people, goods or services, where such ***vehicles*** are not available for sale or long-term lease. Typical ***uses*** include but are not limited to ambulance services, taxi services, bus lines, storage of a fleet of rental ***vehicles***, and messenger and courier services. This does not include moving or cartage firms involving trucks or buses with a gross ***vehicle*** weight of more than 3,000 kg.

FLOOR AREA, CARRIAGE HOUSE (CHFA) means the total floor area in a ***carriage house***, measured from the outside face of the exterior wall. ***CHFA*** does not include ***decks***, ***balconies*** and covered ***patios*** or ***garages*** and other enclosed or open parking areas.

FLOOR AREA, GROSS (***GFA***) means the total floor area of all ***storeys*** of all ***buildings*** or ***structures*** with a clear ceiling ***height*** of 1.8 m or more, measured from the outside face of the exterior walls. This does not include ***balconies***, ***decks*** or ***patios***.

FLOOR AREA, NET (***NFA***) means the total usable floor area in a ***building*** and ***accessory building***, measured from the outside face of the exterior walls. ***NFA*** does not include the following sub-areas:

.1 ***Garages***, other enclosed or open parking areas
.2 ***balconies***, ***decks*** and ***patios***
.3 Garbage or loading rooms
.4 Floor area devoted exclusively to mechanical or electrical equipment
.5 ***Basements***
.6 Lofts
.7 Stairwells and elevator shafts
.8 ***Amenity space, indoor,*** up to the maximum 20% permitted as required amenity space.

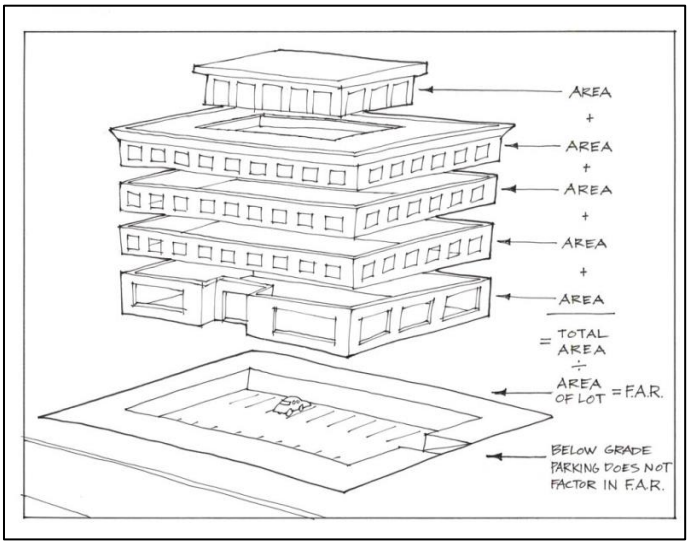


Figure 3 - Floor Area Ratio (FAR) Definition

FLOOR AREA RATIO (***FAR***) means the numerical value of the ***floor area, net (NFA)*** divided by the area of the ***lot***. ***Floor area ratio*** may be referred to as "***FAR***" in this Bylaw.

FORESTRY means extraction, storage, sorting and grading of primary forest materials. This use does not include ***natural resource processing***.

FOUNDRY means a factory that produces metal castings.

FRONT LOT LINE (see *LOT LINE, FRONT*)

FRONT YARD (see *YARD, FRONT*)

FUNERAL SERVICE means premises used for the care and preparation of human remains for interment or cremation. The ***use funeral service*** may also include holding of bereavement rites and ceremonies and associated retail sales of funeral products as ***accessory uses***.

G

GARAGE means an ***accessory building*** or part of a ***principal building*** designed and used for the shelter or storage of ***vehicles*** and includes a ***carport***. For the purpose of calculating ***yard setbacks*** and ***lot coverage*** requirements, an attached ***garage*** is deemed to be part of the ***principal building***.

GARDEN CENTRE means a location used primarily for the raising, storage and sale of produce, bedding, ornamental plants and related materials such as tools, soil, and fertilizers intended for ***use*** by ***household*** customers.

GENERAL CONTRACTOR SERVICES (see *CONTRACTOR SERVICES, GENERAL*)

GENERAL INDUSTRIAL (see *INDUSTRIAL, GENERAL*)

GOVERNMENT SERVICE means a location for Crown Corporation, municipal, provincial or federal governments to provide services directly to the public that is primarily conducted indoors. This includes exhibition and convention facilities, protective and emergency services by fire protection, police, ambulance, or other such services as a base of operations, courthouse, city hall, government ***offices*** and ***public libraries and cultural exhibits***, museums, community services, and similar public ***government services***.

GRADE, APPROVED means the ground surface elevation level after man-made re-grading in accordance with an engineered site grading plan approved by the ***City***. For determination of ***building heights***, ***approved grade*** shall mean the average level across the lowest side of the building, except that ***localized depressions*** need not be considered in the determination of average levels of grade.

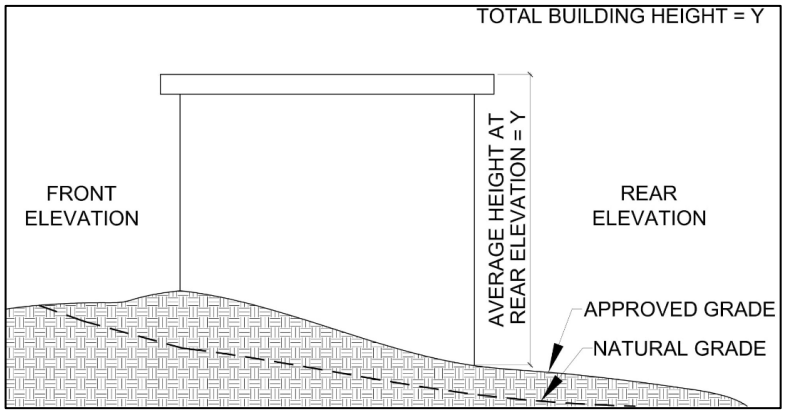


Figure 4 - Grade Definitions

GRADE, BUILDING means the lowest of the average levels of finished ground adjoining each exterior wall of a ***building***, excluding ***localized depressions*** need not be considered in the determination of average levels of grade.

GRADE, NATURAL means the elevation of the ground surface in its state before man made alteration.

GROCERY STORE means a retail outlet with a ***floor area, net (NFA)*** of at least 929 m^2 (10,000 sq. ft.), including storage space, primarily retailing in a general line of foods, including canned, dry and frozen foods, fresh fruit and vegetables, fresh and prepared meats, fish and poultry, dairy products, baked products, snack foods, non-liquor beverages and general ***household*** products and pharmaceuticals. This ***use*** can include retail liquor sales with a store-within-a-store model as licensed by the BC Liquor and Cannabis Regulation Branch (LCRB) or the sale of 100% BC wine, with a wine-on-the-shelf model, as licensed by the LCRB, but not both in the same location.

GROSS FLOOR AREA (see *FLOOR AREA, GROSS (GFA)*)

H

HARD-SURFACING means a durable ground surface, constructed of cast-in-place concrete, brick, or concrete unit pavers, turfstone, stone, asphalt, or similar material but excluding gravel and clay.

HEALTH SERVICE means the provision of physical or mental ***health services*** on an out-patient basis. Services may be of a preventative, diagnostic, treatment, therapeutic, rehabilitative, or counselling nature. Typical ***uses*** include but are not limited to medical and dental ***offices***, chiropractors, massage therapists, acupuncture clinics, health clinics, and counselling services.

HEAVY INDUSTRIAL (see *INDUSTRIAL, HEAVY*)

HEIGHT means, with respect to a ***building***, the maximum vertical distance between ***natural grade*** or ***approved grade*** and the highest point of the ***structure*** of a non-sloping roof, or the mid-point between the intersection point of the ***building*** wall and roof ***structure*** and ridge of a sloping roof excluding dormers.

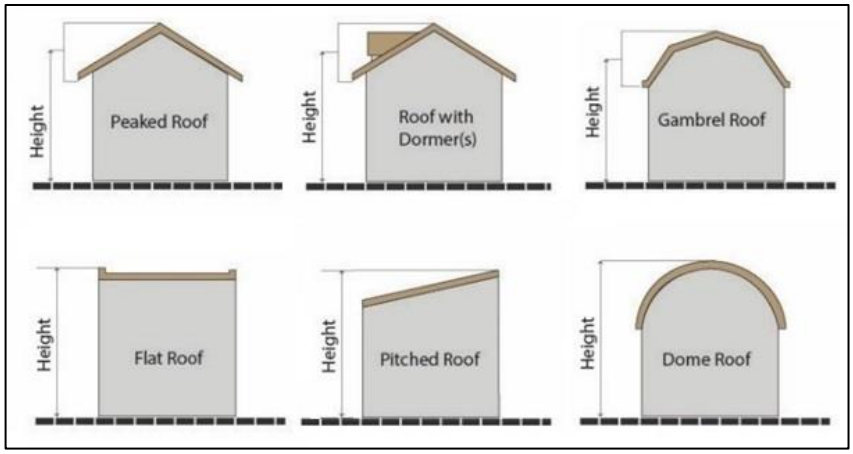


Figure 5 - Height Definition

HIGH TECHNOLOGY SERVICE means an ***office use*** for aeronautics, biochemistry, computer ***assembly***, computer design, communications, data processing, electronics, precision engineering, health care research, internet services, robotics, software development, telecommunications, web development, and related industries and including accessory customer support services.

HOME OCCUPATION means an occupation or profession carried out as an ***accessory use*** incidental to the residential ***use*** of a ***dwelling unit***.

HOSPITAL AND PATIENT CARE SERVICE means a facility providing room, board, and surgical or other medical treatment for the sick and injured including out-patient services and accessory staff residences. Typical ***uses*** include but are not limited to hospitals, mental care health facilities, and rehabilitation and recovery facilities.

HOUSEHOLD means:

.1 a person;

.2 two (2) or more persons related by blood, marriage, or adoption; or associated through foster care, all living together in one (1) ***dwelling unit*** as a single ***household*** using common ***cooking facilities***; or

.3 a group of not more than five (5) persons, including ***boarders***, who are not related by blood, marriage, or adoption, or associated through foster care, all living together in one (1) ***dwelling unit*** as a single ***household*** using common ***cooking facilities***.

In addition to the above, this may include one (1) housekeeper or nanny.

HOUSEHOLD REPAIR SERVICE means the repair of goods, equipment and small appliances normally found within the home. Typical ***uses*** include but are not limited to radio, television, computer and appliance repair, furniture refinishing, drapery shops, and upholstery shops.

I

INDOOR AMUSEMENT, ENTERTAINMENT AND RECREATION means facilities within an enclosed ***building*** intended for leisure activities where patrons are predominantly participants or spectators. Typical ***uses*** include but are not limited to amusement arcades, bingo halls, health and fitness centres, athletic facilities and ice rinks, billiard and pool halls, swimming pools, bowling alleys, motion picture

theatres, concert or music halls and casinos. Such ***permitted uses*** may be licensed by the BC Liquor and Cannabis Regulation Branch (LCRB) to sell alcoholic beverages as an ***accessory use***.

INDOOR ANIMAL DAYCARE AND GROOMING means an establishment intended to provide care and grooming for domesticated animals excluding livestock, during the day or evening but not overnight, to a maximum limit of ten (10) animals at any given time.

INDUSTRIAL, GENERAL means the ***use*** of land principally for one (1) or more of the following:

.1 recycling used goods and materials,

.2 manufacturing or assembling of semi-finished or finished goods, products or equipment,

.3 preparation of printed and film materials,

.4 storing, cleaning, servicing, renting, repairing or testing of materials, goods and equipment normally associated with industrial, ***business*** or ***household use***,

.5 terminals for the storage or transhipping of materials, goods and equipment,

.6 the towing and compounding of ***vehicles*** (not including salvage) and storage of tow trucks,

.7 distribution and sale of materials, bulk goods and equipment to institutions, industrial, ***farm*** or commercial ***businesses*** for their direct ***use*** or to ***retail stores*** or other uses for resale to individual customers, or

.8 training in general industrial operations, trades, occupational first aid, emergency response or industrial health and safety.

This ***use*** does not include gravel crushers or asphalt plants.

INDUSTRIAL, HEAVY means processing, manufacturing, fabricating or assembling semi-finished or finished goods, products or equipment from raw materials, or storing, cleaning, servicing, repairing or testing materials, goods and equipment normally associated with industrial or ***business use***. This ***use*** typically has area, intensity and land ***use*** impacts with greater magnitude and significance than ***industrial, general***. Typical ***uses*** include sawmills, wood processing, manufacturing of manufactured homes, ***vehicles*** or heavy equipment.

IRREGULAR LOT (see *LOT, IRREGULAR*)

INTENSIVE IMPACT AGRICULTURE means the ***use*** of a livestock confinement area, feedlots, ***buildings*** or ***structures*** for:

.1 the confinement of poultry, livestock or fur bearing animals, or

.2 the production of mushrooms in combination with a compost facility or a managed organic matter ***use***.

INTERIOR LOT (see *LOT, INTERIOR*)

INTERIOR SIDE YARD (see *YARD, INTERIOR SIDE*)

J

K

KITCHEN means facilities for the preparation or cooking of food, and includes any room containing ***cooking equipment***, counters, plumbing, or wiring, which, may be intended or used for the preparation, or cooking of food.

L

LANDSCAPE BUFFER means a landscaped or natural area intended to visibly separate and ***screen*** one (1) ***use*** from another. This also refers to the ***use*** of vegetation and other ***screening*** or separation methods to separate non-farming and agricultural land ***uses***.

LANDSCAPING means changing, modifying or enhancing the visual appearance of a site including reshaping the earth, planting lawns, shrubs, trees or preserving the original natural vegetation, adding walkways, ***fences***, ***patios*** and other ornamental features for the purpose of beautifying or ***screening*** the appearance of a ***lot,*** or returning it to an original environmental condition.

LANE means a highway under the *Local Government Act* of more than 3.0 m but not greater than 8.0 m in width.

LEVEL 2 CHARGING means electric vehicle charging at 208 V or 240 V through supply utilization equipment that meets the definition of Level 2 by the standard "SAE Electric Vehicle and Plug in Hybrid Electric Vehicle Conductive Charge Coupler", J1772, as amended from time to time.

LIMITED CONTRACTOR SERVICES (see ***CONTRACTOR SERVICES, LIMITED***)

LIQUOR PRIMARY LICENSED PREMISE means a location where alcoholic beverages are offered for sale to the public for consumption on the premises. Typical ***uses*** include but are not limited to beverage rooms, neighbourhood pubs, cocktail lounge, cabarets and nightclubs. The ***use*** must hold a Liquor Primary License with the BC Liquor and Cannabis Regulation Branch (LCRB).

LIVE-WORK UNIT means a purpose-built or purpose-renovated space that combines a permitted commercial ***use*** with a ***dwelling unit.***

LOADING SPACE means an on-site space reserved for temporary parking for the purpose of loading or unloading goods and materials.

LOCALIZED DEPRESSION means a depression below the ***approved grade***, created for the purpose of providing a vehicle or pedestrian entrance to a ***building*** or for the provision of a window well.

LOT means a parcel of land, including Crown Land, which is legally defined either by registered plan or legal description.

LOT AREA means the total horizontal area within the ***lot line***s of a ***lot***.

LOT, BARELAND STRATA means the smallest unit of land defined on a horizontal plane according to a bareland strata plan under the provisions of regulations pursuant to the *Strata Property Act*.

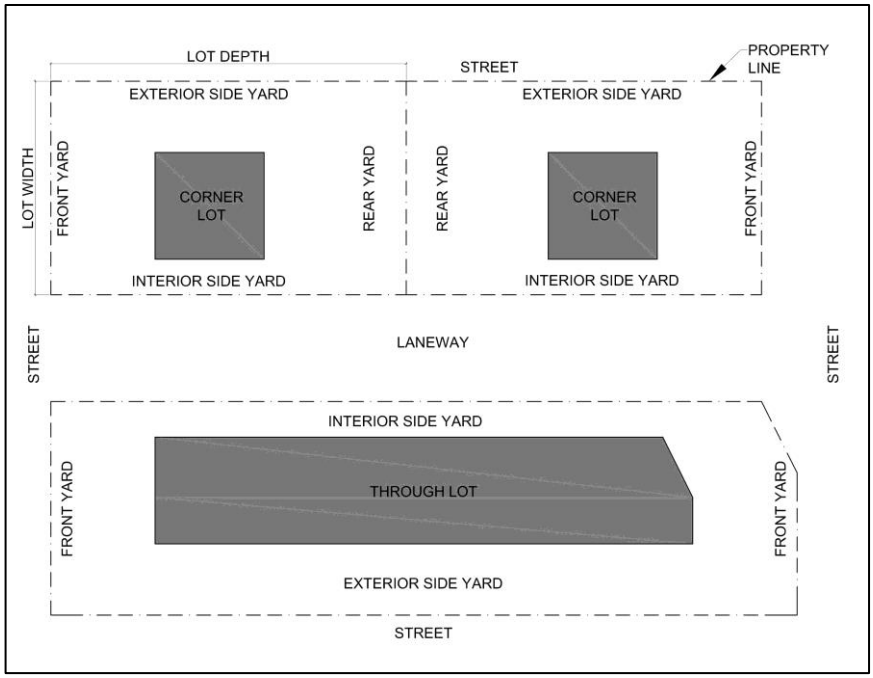


Figure 6 - Lot Definition

LOT, CORNER means a ***lot*** situated at the intersection of two (2) or more ***streets***.

LOT COVERAGE means the percentage of the total horizontal area of a ***lot*** or ***lots*** that may be built upon with ***buildings***, ***accessory buildings*** or ***structures***, including ***carports***; covered ***patios*** larger than 23 m^2; and ***decks*** over 0.6 m in height. ***Lot coverage*** excludes uncovered steps, cornices, porticos, pergolas, ***cantilevered balconies*** and similar projections permitted in accordance with Table 4.1 of this Bylaw.

LOT, DOUBLE FRONTING (or ***THROUGH***) means a ***lot*** which ***abuts*** two (2) ***streets*** which are parallel or nearly parallel to the ***lot***. This does not include a ***lot*** with a second frontage on a rear ***lane***.

LOT, INTERIOR means a ***lot*** other than a ***corner lot***.

LOT, IRREGULAR means a ***lot*** that does not fall into one of the other ***lot*** definitions.

LOT, PANHANDLE means a ***lot***, which has its primary legal access from a ***street*** through a narrow strip of land, which is an integral part of the ***lot***. This narrow strip is referred to as the panhandle. The panhandle portion of the ***lot*** is not included in the calculation of minimum ***lot*** size.

LOT, STRATA means a ***lot*** shown on a strata plan according to the *Strata Property Act*.

LOT LINE means the legally defined boundary of any ***lot*** or ***property line***.

LOT LINE, FRONT means the ***street*** frontage onto which the primary façade or ***front yard*** of the ***building*** faces. In the case of ***through lots***, or ***double fronting lots***, two ***front lot lines*** are possible.

LOT LINE, REAR means either the ***lot line*** opposite to, and most distant from, the ***front lot line***, or, where there is no such ***property line***, the point of intersection of any ***property lines*** other than a ***front lot line*** which is furthest from and opposite the ***front lot line***.

LOT LINE, SIDE means any ***lot*** boundary line, which is not a ***front*** or ***rear lot line***.

LOT WIDTH means:

.1 where a ***lot*** has parallel ***side lot lines***, the distance between the ***side lot lines*** at the ***front yard setback*** line;

.2 where a ***lot*** is an ***irregular lot***, the average between the horizontal distance between the ***side lot lines*** at the ***rear*** and the ***front yard setback lines***;

.3 where a ***lot*** is a ***panhandle lot***, the average distance between the ***rear setback lines*** and from the top of the panhandle where the panhandle meets the larger portion of the ***lot***, not including the panhandle itself.

M

MAJOR DAY CARE CENTRE (see *DAY CARE CENTRE, MAJOR*)

MAJOR HOME OCCUPATION means the ***use*** of a ***dwelling unit*** or ***accessory building*** for a ***business*** by a resident who resides at that ***dwelling unit***. The ***business*** must be secondary to the residential ***use*** of the ***building*** and shall not change the residential character of the ***dwelling unit*** or ***accessory building***.

MARINA means a commercial or government establishment or premise, containing docking or mooring facilities where boats and other water vessels and their accessories are berthed, stored, serviced, repaired, constructed or kept for sale or for rent.

METAL STORAGE CONTAINER means a shipping or cargo container, being a prefabricated metal container or box specifically constructed for the transportation of goods by rail, ship or ***transport truck***.

MINOR DAY CARE CENTRE (see *DAY CARE CENTRE, MINOR*)

MINOR HOME OCCUPATION means the ***use*** of a ***dwelling unit*** or ***secondary suite*** for a **business** by a resident who resides at that ***dwelling unit***. The ***business*** must be secondary to the residential ***use*** of the ***building*** and no aspects of ***business*** operations shall be detectable from outside the property.

MOBILE CATERING FOOD SERVICE means the delivery and sale of food to the public using a fleet of ***vehicles***.

MANUFACTURED HOME means a single or multiple section ***single detached dwelling unit*** built to ***CSA*** Z240 MH Standards for residential occupancy and may be transported on wheels.

MANUFACTURED HOME PARK means a ***lot*** for the placement of two (2) or more ***manufactured homes***. This does not include the situation where an additional agricultural ***dwelling unit*** is located on a ***lot*** where the principal ***dwelling unit*** is a ***manufactured home***.

MANUFACTURED HOME SPACE means an area of land for the installation of one (1) ***manufactured home*** situated within a ***manufactured home park***.

MOBILE VENDING UNIT means a self-contained mobile unit not exceeding 20 m^2 in ground coverage, intended to be moved from location to location, for the purpose of offering for sale food or retail products.

MODULAR HOUSING means a factory-built ***dwelling unit*** built to ***CSA*** 277 Standards that is transportable and designed to be used by itself or to be incorporated with similar units at a ***building*** site into a modular ***structure*** and intended for year-round habitation. The term is intended to apply to

major assemblies and does not include prefabricated panels, trusses, plumbing trees, and other prefabricated sub-elements, which are to be incorporated into a ***structure*** at the site.

MOTOR VEHICLE AND EQUIPMENT REPAIR SHOP means the servicing and mechanical repair of automobiles, motorcycles, boats, snowmobiles, and similar ***vehicles*** and small equipment or the sale, installation, or servicing of related accessories and parts. This includes but is not limited to transmission shops, muffler shops, small engine repairs, tire shops, auto glass shops, and upholstery shops and excludes ***vehicle body repair and paint shop***.

MOTOR VEHICLE AND EQUIPMENT SERVICES, INDUSTRIAL AND AGRICULTURE means the sale, rental, service, or repair of heavy ***vehicles***, machinery or mechanical equipment typically used in ***building***, roadway, pipeline, oil field and mining construction, manufacturing, assembling and processing operations and agricultural production. This does not include automobiles and recreation vehicle sales/rentals.

MOTOR VEHICLE BODY REPAIR AND PAINT SHOP means those premises where automobiles, trucks, and other ***vehicles*** undergo body repair and painting.

MOTOR VEHICLE SALES AND RENTAL means the retail sale or rental of new or used automobiles, boats, motorcycles, snowmobiles and light trucks and similar ***vehicles*** and small equipment, together with incidental maintenance services, storage, fuelling, washing, and sales of parts. It includes automobile dealerships but does not include dealerships for the sale or rental of ***vehicles*** with a gross ***vehicle*** weight of more than 4100 kg or the sale of motorhomes with a gross ***vehicle*** weight rating of more than 5500 kg or a length of more than 6.7 m.

MOTOR VEHICLE SERVICE STATIONS means the routine washing, servicing or repair of ***vehicles*** within a ***building*** containing not more than three (3) service bays, and for the sale of gasoline, petroleum products, and a limited range of auto parts and accessories. ***Accessory uses*** may include ***restaurants***, single-bay ***vehicle*** wash, and ***convenience stores***.

MULTIPLE HOUSING means housing that contains three (3) or more ***dwelling units***, excluding ***accessory suites***, and may include ***townhouses*** and ***apartments***.

MUNICIPAL SOLID WASTE FACILITY means a facility designed, constructed and operated for the collection, processing, transferring or disposal of the solid waste stream or components thereof, including but not limited to, transfer stations, material recycling facilities, composting facilities and disposal facilities.

N

NATURAL BOUNDARY means the visible high water mark, as established by a BC Land Surveyor, of any lake, river, stream or other body of water where the presence and action of the water are so common and usual, and so long continued in all ordinary years, as to mark the soil of the bed of the body of water a character distinct from that of its banks, in vegetation, as well as in the nature of the soil itself. In the case of Okanagan Lake, the ***natural boundary*** shall correspond to an elevation of 342.18 m G.S.C. (1122.63 if). In the case of Skaha Lake, the ***natural boundary*** shall correspond to an elevation of 337.76 m G.S.C. (1108.13 if).

NATURAL GRADE (see *GRADE, NATURAL*)

NATURAL RESOURCE PROCESSING means the quarrying, extraction, removal and off-site sale of sand, gravel, earth or mineralised rock found on or under the ***lot***. Typical ***uses*** include but are not limited to quarries, gravel pits, and stripping of topsoil. This does not include processing of raw materials transported to the site.

NET FLOOR AREA (see *FLOOR AREA, NET (NFA)*)

O

OFFICE means a ***building*** primarily used for conducting the affairs of ***business***, including the provision of administrative, ***business***, clerical and secretarial agencies, consulting, financial, ***government services***, ***health services***, ***high technology services***, insurance, legal, management, professional, and real estate services. This ***use*** excludes ***businesses*** providing the servicing and repair of goods, the sale of goods to the customer on the site, the manufacture or handling of a product, and retail ***uses***.

OFFICIAL COMMUNITY PLAN (***OCP***) means the Penticton ***Official Community Plan***, as amended from time to time.

ON-SITE BEER/WINE MAKING means an establishment that provides goods, facilities or services to persons producing or manufacturing, wine, beer or cider in the establishment for their own consumption or consumption at no charge by others.

OPEN SPACE means that portion of a ***lot*** not occupied by parking or ***vehicle*** areas or ***buildings*** that is accessible and suitable for gardens, ***landscaping***, and recreational ***use*** by ***building*** tenants or residents.

OUTDOOR AMUSEMENT, ENTERTAINMENT and ***RECREATION*** means facilities which are available to the public at large for sports and active recreation conducted outdoors. Typical ***uses*** include but are not limited to golf courses, ball fields, and riding stables.

OUTDOOR MARKET means a temporary ***use*** where groups of individual sellers offer new and used goods, crafts or produce for sale directly to the public. This may consist of vendors that include liquor sales and/or tasting within an outdoor market in accordance with the requirements of the BC Liquor and Cannabis Regulation Branch (LCRB).

OUTDOOR STORAGE means the storage of equipment, goods, and materials in the open air where such storage of goods and materials does not involve the erection of permanent ***structures*** or the material alteration of the existing state of the land. Typical ***uses*** include but are not limited to ***vehicle*** or heavy equipment storage compounds.

OWNER means the person(s) or organization listed as the titleholder on a property's legal certificate of title.

P

PANHANDLE LOT (see *LOT, PANHANDLE*)

PARAPET or ***PARAPET WALL*** means that portion of a perimeter ***building*** wall that rises above the roof.

PARENT PARCEL means the original parcel of land that was or is proposed to be the subject of a plan of subdivision.

PARKING LOT means a ***lot*** or part of a ***lot*** or a ***building*** available to be used for the temporary parking of more than one (1) ***vehicle***.

PARKING LOT, PUBLIC means providing vehicular parking which is intended for public ***use*** and not primarily intended for the ***use*** of residents, employees, or clients of a particular ***permitted use*** and may include the collection of a fee.

PARKING SPACE means an off-***street*** space of the size and dimensions to park one (1) ***vehicle*** in conformance with the parking provisions of this Bylaw, exclusive of driveways, aisles, ramps, or obstructions.

PARKING STRUCTURE means a ***structure*** designed for the parking of motor ***vehicles*** in tiers or floors, which may be constructed above, below or at ***building grade***, available to be used for the temporary parking of more than one (1) ***vehicle*** by residents, customers, employees and the public at large.

PARKING, TANDEM means two (2) ***parking spaces***, one (1) behind the other, with a common or shared point of access to a manoeuvring aisle, ***lane*** or ***street***.

PARTY WALL means a wall jointly owned and jointly used by two (2) parties under easement agreement or by right in law, and erected at or upon a line separating two (2) ***lots*** each of which is, or is capable of being, a separate real estate entity.

PASSIVE RECREATION means a ***use*** providing for non-motorized recreational activity including trails, environmentally sensitive areas, forest reserve, green belts, conservation areas and natural areas. It may include ***accessory uses*** and ***buildings*** that are consistent with passive recreational activities. Typical uses include walking, canoeing, biking and wildlife observation.

PATIO means any solid ***structure*** at ***building grade*** meant for support of people or materials outdoors and less than 0.6 m in ***height***.

PERMITTED USE means the main or primary ***use*** of land, ***buildings*** or ***structures*** that is provided for in the list of ***permitted uses*** in the ***zones*** of this Bylaw.

PERSONAL SERVICE ESTABLISHMENT means a ***use***, which provides personal services to an individual, which are related to the care and appearance of the body or the cleaning and repair of personal effects. Typical ***uses*** include but are not limited to barber shops, hairdressers, manicurists, tailors, dress makers, shoe repair shops, tanning, photography studios, dry cleaners or laundries, dry cleaner pick-up depots, tanning beds, and similar ***uses***, but does not include ***health services***, laundromats or body rub business.

PRINCIPAL BUILDING means the main ***building*** or ***structure*** on a ***lot*** that accommodates a ***permitted use.***

PROPERTY LINE means a legal boundary of a ***lot***.

PUBLIC LIBRARIES AND CULTURAL EXHIBITS means the collection of literary, artistic, musical and similar reference materials in the form of books, manuscripts, recordings and films for public ***use***; or the collection, preservation and public exhibition of works or objects of historical, scientific or artistic value. Typical ***uses*** include but are not limited to libraries, museums, and art galleries.

PUBLIC PARK means any publically accessible land designated specifically for passive or active recreation.

PUBLIC PARKING LOT (see ***PARKING LOT, PUBLIC***)

Q

R

REAR LOT LINE (see ***LOT LINE, REAR***)

REAR YARD (see ***YARD, REAR***)

RECREATION EQUIPMENT SALE, SERVICE AND RENTALS means the retail sale or rental of new or used bicycles, motorcycles, snowmobiles, tent trailers, boats, travel trailers or similar light recreational equipment, together with maintenance services, storage, and sales of parts. It does not include dealerships for the sale of motorhomes with a gross ***vehicle*** weight rating of more than 5500 kg or a length of more than 6.7 m.

RECREATIONAL VEHICLE means a transportable conveyance intended as a temporary accommodation for travel, vacation, or recreational ***use*** and includes travel trailers, motorized homes, slide-in campers, chassis-mounted campers, boats, all-terrain ***vehicles***, snowmobiles and tent trailers but not including ***manufactured homes***.

RESIDENTIAL SALES CENTRE means a temporary ***building*** or ***structure*** used for a limited period of time for the purpose of marketing residential land or ***buildings***.

RESORT RESIDENTIAL means a ***multiple housing building***:

.1 in which every unit is occupied as a residential ***dwelling unit***,

.2 for the temporary accommodation of the travelling public under a rental pool scheme operated by a strata corporation, or

.3 approved through a strata plan and owned by any person or family member under a time share ***use*** plan or time share ownership plan as defined in the *Real Estate Act* of British Columbia.

RESTAURANT means a location where prepared food and beverages are offered for sale to the public.

RETAIL STORE means premises where goods, merchandise and other materials are offered for retail sale to the general public. It may include limited on-site storage or limited seasonal outdoor sales to support the retail operation, and may also include the manufacturing of products to be sold on site, provided the ***gross floor area*** used for manufacturing does not exceed 25% of the ***gross floor area*** of the ***retail stores***. Typical ***uses*** include but are not limited to: food, hardware, pharmaceutical, retail liquor sales, clothing, pawnshops, thrift store, auctioneer establishments and sporting goods stores, but does not include ***grocery stores***.

RETAINING WALL means a ***structure*** constructed to hold back, stabilize or support an earthen bank.

RURAL HOME OCCUPATION means the ***use*** of a ***dwelling unit*** or ***accessory building*** for a ***business*** by a resident who resides at that ***dwelling unit***. The ***business*** must be secondary to the residential ***use*** of the ***building*** and shall not change the residential character of the ***dwelling unit*** or ***accessory building***.

S

SCREENING or ***SCREEN*** means a fence, ***building***, ***structure*** or other device, which provides a visual barrier sufficient to conceal parking areas, garbage collection areas and storage areas.

SECONDARY SUITE means a self-contained, ***accessory dwelling unit*** located within a ***single detached dwelling unit*** which has one (1) or more habitable rooms (used or intended for ***use*** as a residence by one (1) or more persons living as a ***household***), with self-contained sleeping, living, cooking, and sanitary facilities, and direct access to the open air, without passing through any part of the ***principal building***.

SECURITY/OPERATOR DWELLING UNIT means a portion of a ***building*** or detached ***building*** used to provide on-site accommodation by the employer for persons employed on the property, a residence for the site caretaker or operator of a commercial or industrial establishment, or for the on-duty security personnel at a storage facility when permitted in a ***zone***.

SELF-STORAGE means a self-contained ***building*** or group of ***buildings*** containing lockers available for rent for the storage of personal goods or a facility used exclusively to store bulk goods of a non-hazardous nature.

SETBACK means the horizontal distance separating a ***building***, ***structure*** or ***use*** from a specified location.

SHOPPING CENTRE means one (1) or more ***buildings*** containing a minimum ***gross floor area*** of 1000 m^2 and containing a group of ***retail stores*** and other ***businesses***, which share common services, parking, and other facilities on one (1) or more ***lots***.

SHORT TERM RENTAL means the rental of a portion or entire ***dwelling unit*** to the vacationing public for a period of 90 days or less.

SHORT TERM RENTAL, HIGH OCCUPANT means a ***short term rental*** in which more than six (6) persons are accommodated. ***SIDE LOT LINE*** (see *LOT LINE, SIDE*)

SIDE YARD (see *YARD, SIDE*)

SINGLE DETACHED DWELLING means housing that contains one (1) single ***household*** in a ***dwelling unit***. This ***use*** includes ***modular housing*** that conforms to the ***CSA*** A277 Standards, but does not include a ***manufactured home*** conforming to ***CSA*** Z240 MH Standards.

SLEEPING UNIT means a habitable room not equipped with a ***kitchen***, providing accommodation for guests.

STORAGE AND WAREHOUSE means the storage and distribution of goods, wares, merchandise, substances, articles or things, whether or not the storage is contained in separately occupied, secured storage areas or lockers.

STOREY means the habitable volume between the floors of a ***building*** or between its floor and ceiling, that is 1.8 m or greater.

STOREY, FIRST means the uppermost ***storey*** having its floor level not more than 1.2 m above ***building grade***.

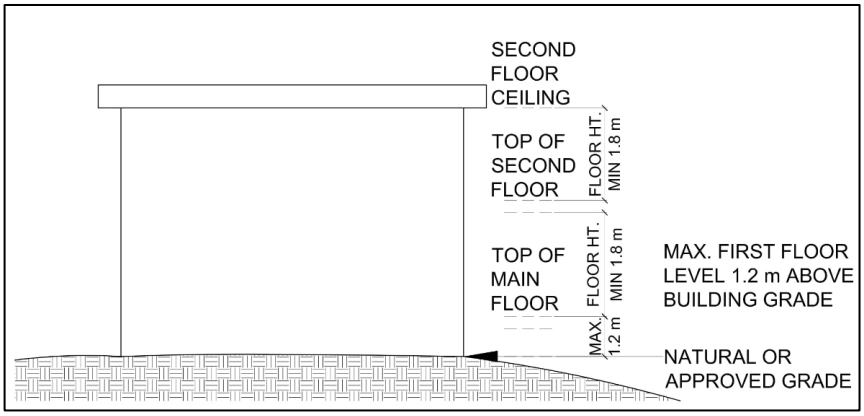


Figure 7 - Storey Definition

STRATA LOT (see ***LOT, STRATA***)

STREET means a highway as defined under the *Local Government Act* over 8.0 m in width, which affords the principal access to ***abutting*** properties.

STREET, FLANKING means a ***street***, which ***abuts*** a ***side lot line***.

STRUCTURE means a construction of any kind whether fixed to or supported by or sunk into land or water including towers, flagpoles, swimming pools, docks, signs and tanks, and excludes areas of ***hard surfacing***.

T

TANDEM PARKING (see ***PARKING, TANDEM***)

THROUGH LOT (see ***LOT, DOUBLE FRONTING***)

TOWNHOUSE means a ***building*** containing three (3) or more ***dwelling units*** that share common ***party walls***, floors or ceilings with ***adjacent dwelling units***, with each ***dwelling unit*** having a separate exterior entrance.

TOURIST ACCOMMODATION means a ***building*** or part thereof, which provides a management ***office*** and sleeping accommodation for tourists, and may include public facilities such as banquet, beverage, conference, meeting and convention rooms and recreation facilities.

TRANSIT-ORIENTED AREA means an area within a 400m radius of a prescribed bus exchange and are intended to be higher-density, mixed-use neighbourhoods. The Province may prescribe specific ***transit-oriented areas*** and applicable development regulations on ***lots*** partially or fully within them. ***Transit-oriented areas*** are delineated on Schedule C, Schedule D, and Schedule E of this bylaw and are split in two categories: "Area 1" includes ***lots*** less than 200m from a prescribed bus exchange, and "Area 2" includes ***lots*** between 200m and 400m from a prescribed bus exchange.

TRANSPORT TRUCK AND MOTORHOME SALES AND RENTALS means the sale or rental of new or used transport trucks, motor homes, ***manufactured homes***, and automobiles together with maintenance services and the sale of parts and accessories. Typical ***uses*** include but are not limited to truck dealerships, ***recreation vehicle*** sales, and ***manufactured home*** and motor home dealerships.

U

URBAN AGRICULTURE means the cultivation of a portion of a parcel for the production of food including fruits, vegetables, nuts and herbs for human consumption. Cultivation can be done by the property ***owner*** or off-site resident, provided the ***owner*** has given her/his permission. Production activities should not be noxious or an unreasonable nuisance to surrounding properties.

URBAN AREA BOUNDARY means the boundary separating an agricultural ***zone*** from those lands designated in the ***City's Official Community Plan*** and/or zoned in the ***City's*** Zoning Bylaw for non-agricultural ***uses***.

USE means the purposes for which land, a ***building*** or a ***structure*** is arranged or intended, or for which either land, a ***building***, or a ***structure*** is, or may be, occupied and maintained.

UTILITY SERVICES means development for utility infrastructure purposes that provides for the essential utility servicing of the ***City*** with water, sanitary sewer, storm sewer, electrical, natural gas, cable TV, internet, fiber optics, telephone and/or similar utilities where such utilities are established by the ***City***, by another government body or by a company operating under the *Public Utilities Act*. This ***use*** does not include storage yards.

V

VEHICLE means any motor ***vehicle*** as defined in the *Motor Vehicle Act*.

W

WALKWAY means a ***street*** intended to carry pedestrian and non-motorized traffic only, except that a ***walkway*** may be designed to accommodate mobility scooters and/or afford emergency ***vehicle use***.

WALL FACE means any portion of a vertical wall that is uninterrupted by a horizontal break of less than 1.2 m.

WATERCOURSE means any natural depression, as established by a BC Land Surveyor, with visible banks, which contains water at some time, and includes any lake, river, stream, creek, spring, ravine, swamp, gulch, coulee, wetland, or surface source of water, whether containing fish or not, including intermittent streams, and drainage works which contain fish.

WET BAR means a small facility that is used exclusively to prepare beverages and other items that do not require cooking. Exhaust fans, 220-volt wiring, natural gas rough in and permanent cooking facilities of any type are not permitted. The provision of wet bars in no way permits an additional ***dwelling unit*** to be established.

WHOLESALE BUSINESS means an establishment acting as agents or brokers and buying merchandise for, or selling merchandise to retail users, industrial users, commercial users, institutional users or wholesale users.

WINERY and ***CIDERY*** means a ***farm winery***, estate ***winery***, urban ***winery***, or a ***cidery*** that is licensed under the BC Liquor and Cannabis Regulation Branch (LCRB). It may include processing, storage, retail sales, tours, wine tasting, and may include a ***restaurant***.

WRECKING YARD means any land or ***building*** used for the collection, demolition, dismantlement, storage, salvage, recycling or sale of waste materials including scrap metal, ***vehicles***, machinery, and other discarded materials.

X

Y

YARD means an area created by a ***setback***.

YARD, EXTERIOR SIDE means a ***side yard*** immediately adjoining a ***street***.

YARD, FRONT means the area between ***side lot lines*** extending from the ***front lot line*** to the nearest above finished grade wall or supporting member of a ***building*** or ***structure*** other than a ***retaining wall***.

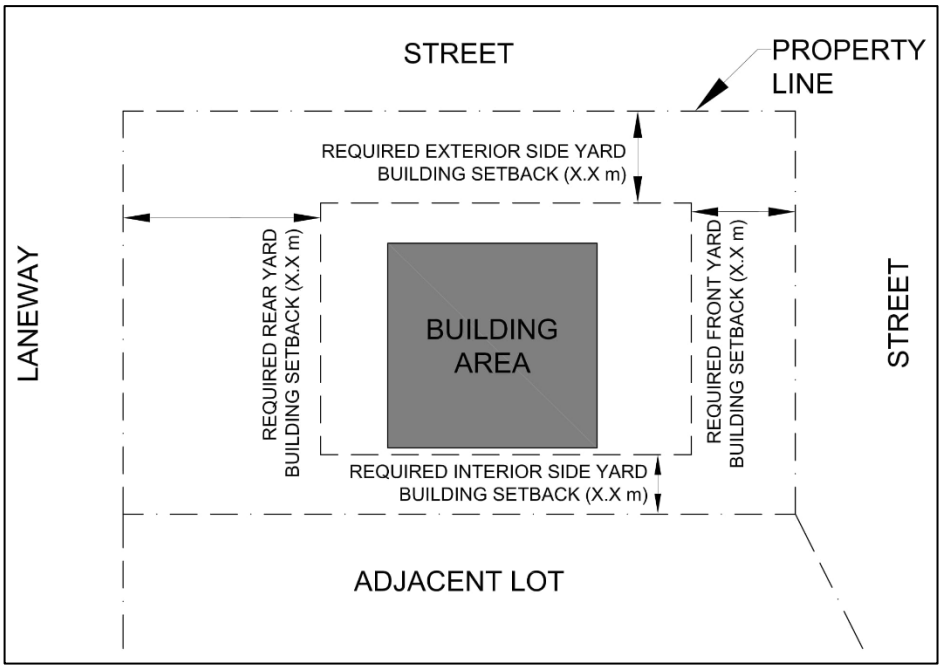


Figure 8 - Yard Definitions

YARD, INTERIOR SIDE means a ***side yard*** other than an ***exterior side yard***.

YARD, REAR means the area between the ***side lot lines*** extending from the ***rear lot line*** to the nearest above finished grade wall or supporting member of a ***building*** or ***structure*** other than a ***retaining wall***.

YARD, SIDE means that part of the ***lot***, which extends from a ***front yard*** to the ***rear yard*** between the ***side lot line*** and the nearest above finished grade wall or supporting member of a ***building*** or ***structure***.

Z

ZONE means the areas into which the ***City*** is divided in accordance with the maps attached as Schedule 'A' of this Bylaw and for which specific regulations are outlined herein for each area.

Chapter 4 – General Development Regulations

4.1 Applicability of General Development Regulations

Except as otherwise specified in this Bylaw, the following regulations apply to all ***zones*** established in this Bylaw.

4.2 Accessory Buildings, Structures, Garages and Carports

All ***accessory buildings***, ***structures***, ***garages*** and ***carports*** are subject to the following regulations:

4.2.1 An ***accessory building*** or structure shall not be used as a ***dwelling unit***, unless permitted in accordance with Section 8.2 of this Bylaw.

4.2.2 An ***accessory building*** or structure shall not be situated on a ***lot*** unless the principal building, to which it is accessory, has already been constructed or will be constructed simultaneously.

4.2.3 Notwithstanding any ***yard*** requirements of this bylaw, any ***accessory building*** or ***structure*** with a ***building footprint*** of 10.0 m^2 or less, may be erected anywhere on a ***lot***, provided that it is situated behind the front face of the ***principal building***.

4.2.4 The following are permitted anywhere on a ***lot***:

.1 ***fences***, in accordance with Section 5.4 of this Bylaw,

.2 ***retaining walls***, in accordance Section 5.4 of this Bylaw,

.3 trellises, pergolas, or

.4 children's play equipment.

4.2.5 All ***structures*** connected by foundation, roofline or roof ***structure*** (including but not limited to pergolas or trellises) to the ***principal building*** are deemed to be a portion of the ***principal building***.

4.2.6 Where a ***garage*** or ***carport*** has driveway access from the ***front yard*** or ***exterior side yard*** to the ***street***, the minimum required distance from the ***garage*** or ***carport*** to the back of the curb or sidewalk shall be 6.0 m.

4.2.7 Where a driveway gate exceeds 1.2 m in height, the minimum required distance from the driveway gate to the back of the curb or sidewalk shall be 6.0 m.

4.3 Corner Visibility Triangle

4.3.1 No hedge, planting, tree, ***fence***, sign, or other ***structure*** shall be erected, placed, or maintained within the ***corner visibility triangle*** to a ***height*** greater than 1.2 m.

4.3.2 Notwithstanding the ***corner visibility triangle*** requirements listed in Section 4.3.1 of this Bylaw, the ***corner visbility triangle*** may be reduced to the area created by the actual ***setback*** of the ***building*** or ***structure***.

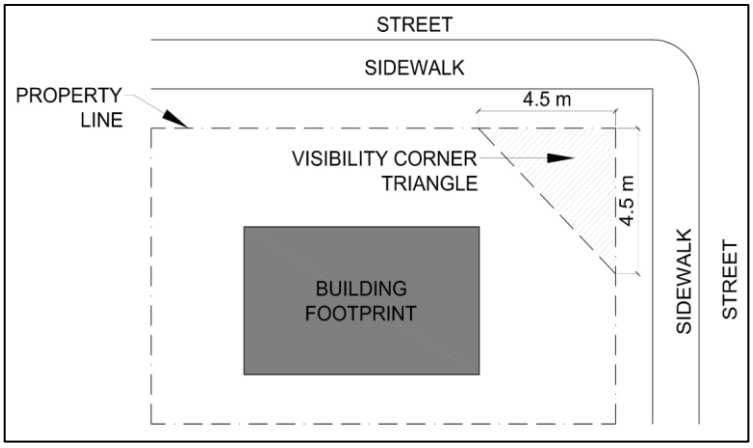


Figure 9 - Corner Visibility Triangle Diagram

4.4 Height and Grade

4.4.1 The following ***structures*** shall not exceed twice the maximum allowable ***height*** permitted by the zone: chimneystacks, aerials, antennae, water towers, wind machines, monuments, observation and transmission towers, steeples, solar thermal collectors or flagpoles.

4.4.2 Any mechanical or structural appurtenance such as elevator housings, roof stairway entrances, ventilating equipment and skylights, constituting not more than ten percent (10%) of the total roof area of a ***building***, may exceed the ***height*** limitations specified for each ***zone*** provided that the appurtenance is screened from view.

4.4.3 ***Localized depressions*** are not included in the calculation of ***height*** and are subject to the following requirements:

.1 A ***localized depression*** for a pedestrian entrance shall not exceed 40% of the corresponding wall length or 7 m^2 measured in plan view.

.2 A ***localized depression*** for a window well shall not extend more than 0.9 m from the ***building*** wall face and not exceed 25% of the corresponding ***wall face*** length in total, for one or more light wells.

4.5 Airport Regulations

4.5.1 Notwithstanding Section 4.4 of this Bylaw, in no case shall the ***height*** of any ***building***, ***structure*** or appurtenance, including temporary assemblies for construction purposes, such as cranes, exceed the Horizontal Surface elevation as described in the federal *Penticton Airport Zoning Regulations, C.R.C., c. 101* as amended, unless approved to do so by the appropriate federal authorities.

4.6 Highway Setbacks and Future Road Right-of-Way

4.6.1 A ***setback*** from a highway shall be measured from the ***lot*** boundary ***abutting*** to that highway, provided that where a highway is designated as a Collector or Arterial in the ***City*** of Penticton ***Official Community Plan*** Bylaw, as amended from time to time, the ***setback*** shall be measured from where the boundary of the Collector or Arterial would meet the ***lot*** if that highway was constructed.

4.6.2 No ***buildings*** or ***structures*** shall be constructed on land that is located within an existing or future right-of-way of any Collector or Arterial highway as designated within the ***City*** of Penticton ***Official Community Plan*** Bylaw.

4.6.3 Notwithstanding the minimum ***lot area*** and ***width*** requirements of this bylaw, the Subdivision Approving Officer may approve:

.3 A road dedication, required by the ***City***, where the dedication:

.a reduces the area or ***width*** of the ***lot*** to less than the required minimum ***lot area***, or

.b reduces the area or ***width*** of an existing undersized ***lot***.

4.7 Swimming Pools and Hot Tubs

All ***lots*** with exterior swimming pools or hot tubs are subject to the following regulations:

4.7.1 Swimming pools and hot tubs shall not be located in a required ***front yard***.

4.7.2 Above ground swimming pools and hot tubs shall meet the siting requirements of ***accessory buildings***.

4.7.3 At grade swimming pools shall be located at a minimum of 1.0 m from ***side*** and ***rear property lines*** and 3.0 m from any ***street***.

4.8 Temporary Uses and Buildings

Any ***lots*** with temporary ***uses*** and/or ***buildings*** are subject to the following regulations:

4.8.1 Fabric Covered Metal Frame Buildings

The ***use*** of fabric-covered metal frame ***buildings*** over 10 m^2, is limited to ***industrial, agricultural,*** and ***institutional uses***.

4.8.2 Tents, Recreational Vehicles and Similar Structures

.1 A temporary ***use*** located partially or totally in a tent, trailer, ***manufactured home***, motor home or ***building*** or ***structure*** not permanently fixed to the site is prohibited, except for temporary ***uses*** accessory to a permitted ***campground***, industrial ***use*** or public ***use***.

.2 Notwithstanding section 4.8.2.1 of this bylaw, occupancy of a recreational vehicle in a residential or rural ***zone*** is permitted for no more than 10 days in one period of 30 consecutive days.

4.8.3 Outdoor Temporary Uses

Where a ***use*** is permitted in a zone, the ***use*** may, on a temporary basis, be carried on out-doors and may occupy required ***parking spaces***.

4.8.4 Metal Storage Containers

Notwithstanding Section 4.8.2 of this Bylaw, ***metal storage containers*** are permitted in the M1, M2, M3, C4, C6, C7, P1, P2 and A ***zones*** under the following conditions:

.1 ***Metal storage containers*** may only be stacked one (1) on top of the other in the M1, M2, and M3 ***zones***, to a maximum of two (2) containers high.

.2 ***Metal storage containers*** shall be sited according to the siting regulations for ***buildings*** in the ***zones*** listed. In the C4, C6, and C7 ***zones***, ***metal storage containers*** shall not be located between the ***principal building*** and any ***street*** frontage, except a ***lane***.

.3 ***Metal storage containers*** shall not be located on a required ***parking space***, on parking drive aisles, within driveway accesses or on fire ***lanes***;

.4 On ***lots*** within the C4, C6, C7, P1 and P2 ***zones***, the maximum number of ***metal storage containers*** shall be two (2) containers per ***lot*** for the first 0.2 ha or less of ***lot area*** plus 2 additional containers for each 0.2 ha of additional ***lot area, to a maximum*** *of 5 containers*;

.5 On lots within the A ***zone***, the maximum number of ***metal storage containers*** shall be one (1) container per ***lot***.

.6 Notwithstanding Section 4.8.4.2 of this Bylaw, a ***metal storage container*** may be used as temporary storage for a permitted seasonal ***garden centre*** and may be located between the ***principal building*** and the ***street***;

.7 ***Metal storage containers*** shall only be used to store materials or products that are incidental to the operation of the ***business*** or facility located on the ***lot***; and

.8 Notwithstanding Sections 4.8.4.2 to 4.8.4.7 of this Bylaw, a ***metal storage container*** may be used as temporary storage during construction in any ***zone*** provided that a valid ***building*** permit has been issued authorizing the construction. The ***metal storage container*** must be removed upon completion of the construction.

4.9 Yards and Projections

All developments are subject to the following regulations:

4.9.1 Certain types of architectural features are permitted to project from a ***building*** or a ***structure*** in a required ***yard*** in accordance with Table 4.1.

Table 4.1 – Permitted Projections

Feature	Maximum Projection in to Required Yards
Chimney, chimney box and fireplace box	0.6 m in any ***yard***
Eaves, eave-troughs and gutters	0.6 m ***interior side yard*** 1.5 m ***front yard*** 1.5 m ***exterior yard*** 3.0 m ***rear yard*** *except ***accessory buildings*** or ***structures***, including ***carriage houses***, which shall be 0.6m in any ***yard***
Ornamental elements such as sills, belt courses, cornices, ***parapets*** and pilasters	0.6 m in any ***yard***
Canopies and ***awnings***	0.6 m ***interior side yard*** 1.5 m ***front yard*** 1.5 m ***exterior yard*** 3.0 m ***rear yard***

	*except ***accessory buildings*** or ***structures***, including ***carriage houses***, which shall be 0 m in any ***yard***
Fire escapes, open stairways, landings, steps, ramps and patios	1.5 m ***front yard*** 1.5 m ***exterior yard*** 3.0 m ***rear yard*** If features is less than 0.6 m from grade then not subject to regulations *except ***accessory buildings*** or ***structures***, including ***carriage houses***, which shall be 0 m in any ***yard*** Wheelchair ramps have no limit
Covered or uncovered ***balcony***, porch, ***deck***, platform and veranda	1.5 m ***front yard*** 1.5 m ***exterior yard*** 3.0 m ***rear yard*** *except ***accessory buildings*** or ***structures***, including ***carriage houses***, which shall be 0 m in any ***yard***
Any cantilevered, architectural projection that constitutes less than 25% of the wall face to which the projection is attached	0.6 m in any ***yard***
Window wells below ***approved grade*** and not more than 3.0m in length	0.9 m in any ***yard***

4.9.2 In ***zones*** allowing more than two (2) ***dwelling units***, projections, utilities, underground parking and similar ***structures*** constructed entirely beneath the surface of the ground can encroach into required ***yards***, provided such underground encroachments do not result in a grade inconsistent with ***abutting*** properties, and the encroachments are covered by sufficient soil depth or surface treatment to foster ***landscaping***.

4.9.3 A concrete exterior staircase to access a ***basement*** area below grade may project into any ***setback*** area.

4.9.4 Notwithstanding buffer or landscape requirements, ***patio*** seating for ***restaurants*** may encroach into any ***yard setbacks*** in the CT1 ('Tourist Commercial') ***zone***.

4.10 Refuse and Recycling Bins

All ***multiple housing***, commercial or industrial ***permitted uses*** shall provide refuse and recycling bins subject to the following regulations:

4.10.1 When any ***multiple housing*** residential, commercial or industrial ***permitted use*** is proposed, provisions for garbage storage, recycling and collection shall be made for these facilities on the same site as the ***permitted use***.

4.10.2 All site refuse, recycling bins, utility kiosks, and containers in ***zones*** other than agricultural ***zones***, including all other large receptacles used for the temporary storage of materials, shall require ***screening*** by way of ***fencing*** and/or ***landscaping*** from ***adjacent lots*** and ***streets***.

4.10.3 ***Screening*** required in Section 4.10 of this Bylaw shall consist of ***landscaping*** and/or ***fencing*** that is a minimum of 1.2 m in ***height*** to a maximum ***height*** of 2.0 m.

4.10.4 Refuse or recycling bins, rooms or enclosures designed for ***vehicle*** access shall be located to provide unobstructed access with a minimum width of 3.0 m and a minimum vertical ***clearance*** of 4.6 m.

4.10.5 Any refuse and recycling areas co-existing with any parking or loading area:

.1 Shall be clearly delineated as separate and in addition to required ***parking*** and ***loading spaces***, and

.2 Shall not be located in any public Right-of-Way.

4.11 Drive-through Facilities

4.11.1 Where drive-through facilities are installed, there shall be adequate queuing ***lanes*** provided on the property to accommodate six (6) ***vehicles*** between the ***property line*** and the ordering station. These queuing spaces shall be exclusive of any other ***parking space*** and aisle requirements contained in this Bylaw.

4.11.2 The drive-through facilities shall not be visible from the ***street***. If the drive-through facilities are visible from the ***street*** or neighbouring properties, ***landscape screening*** or ***fencing***, a minimum of 1.2 m in ***height***, shall be required.

4.12 Uses Permitted in All Zones

4.12.1 The following uses shall be a permitted use in all zones:

.1 ***Public parks*** shall be a permitted use in all zones

.2 ***Utility services*** shall be a permitted use in all zones.

.3 ***Urban agriculture*** shall be permitted in all zones.

.4 Cultural exhibits shall be permitted in all zones.

.5 ***Day care centre, minor*** shall be permitted in all zones.

4.13 Agricultural Land Reserve

4.13.1 Notwithstanding any other provisions of this Bylaw, all lands within the Agricultural Land Reserve (ALR) are subject to the Agricultural Land Commission Act (ALCA), the Agricultural Land Reserve Use, Subdivision and Procedure Regulation (the Regulation), as amended from time to time, and any Orders of the Agricultural Land Commission (ALC). The ALCA and Regulations generally prohibit or restrict non-farm ***use*** and subdivision of ALR lands, unless permitted or exempted.

4.14 Streamside Protection

4.14.1 Development must not occur within 30.0 m of a ***watercourse*** boundary or a distance determined by a Qualified Environmental Professional (QEP), whichever is less, in accordance with the *Riparian Area Protection Act*, *Riparian Area Protection Regulation*, and the Development Permit Area requirements identified within the ***City*** of Penticton's Official Community Plan Bylaw, as amended from time to time.

4.15 Energy Efficient Buildings

4.15.1 Achieving a low-energy, high-efficiency ***building*** through high quality thermal envelope design and better insulation will result in thicker wall and roof insulation than a typical building, which may affect floor area, ***lot coverage***, ***setbacks*** and ***height***. For the purposes of

creating a more efficient ***building*** the following may be applied, at the discretion of the ***Director of Development Services*** or delegate:

.1 Floor area calculation: calculation of ***gross floor area*** and ***net floor area*** may exclude exterior wall thickness in excess of 0.165m up to a maximum exclusion of 0.305m provided that the wall thickness is utilized for the provision of insulating material and/or protection against wind, water and vapour.

.2 ***Lot coverage*** calculation: calculation of ***lot coverage*** may exclude exterior wall thickness in excess of 0.165m up to a maximum exclusion of 0.305m provided that the wall thickness is utilized for the provision of insulating material and/or protection against wind, water and vapour.

.3 ***Setbacks***: where the exterior wall thickness is in excess of 0.165m, provided that the wall thickness is utilized for the provision of insulating materials and/or protection against wind, water and vapour, the minimum distance to an abutting lot line as permitted elsewhere in this Bylaw may be reduced by 0.25m.

.4 ***Height***: the ***height*** of ***buildings*** and ***structures*** permitted elsewhere in this Bylaw may be exceeded for roof thickness in excess of 0.3m provided that the excluded roof thickness is required to achieve compliance with the BC Energy Step Code Passive House energy standard or other enhanced energy performance standard.

4.16 Transit-Oriented Areas

4.16.1 ***Transit-oriented areas*** are delineated on Schedule C, Schedule D and Schedule E of this bylaw.

4.16.2 In lieu of the applicable regulations elsewhere in this bylaw, the regulations in Table 4.2 apply to all residential and mixed-use developments with at least 50% residential ***gross floor area*** within ***transit-oriented areas***.

Table 4.2 – *Transit-Oriented Areas* Development Regulations

Regulation	*Transit-Oriented Area*: Area 1	*Transit-Oriented Area*: Area 2
Minimum vehicle ***parking spaces***	No vehicle ***parking spaces*** are required for ***dwelling units***.	
Minimum accessible ***parking spaces***	Accessible ***parking spaces*** shall be provided in accordance with Table 6.8 of this bylaw, based on the corresponding number of ***dwelling units*** on the ***lot***.	
Maximum ***height***	6 ***storeys*** above ***approved grade****	4 ***storeys*** above ***approved grade****
Maximum ***density***	2.5 ***Floor Area Ratio (FAR)****	1.5 ***Floor Area Ratio (FAR)****
* If the ***lot*** is within a ***zone*** which permits greater ***height*** and/or ***density*** than noted in Table 4.2, then the greater ***height*** and/or ***density*** regulation applies.		

Chapter 5 – Landscaping and Screening

5.1 General Landscaping Requirements

The minimum ***landscaping*** requirements shall be in accordance with the following regulations:

5.1.1 For the purposes of Chapter 5 of this Bylaw, all areas without ***buildings***, ***structures***, driveways, approved parking or garbage and recycling collection areas or natural areas, shall be deemed to be ***landscape*** areas.

5.1.2 ***Boulevard areas*** are deemed to be part of the ***landscape*** area of a property.

5.1.3 All ***landscape*** areas are required to be kept in a clean, tidy and well-maintained state.

5.1.4 ***Landscape*** areas for all new construction in ***duplex***, ***multiple housing*** and commercial ***zoned*** properties are required to be appropriately irrigated, with a fully automated, underground irrigation system.

5.1.5 Irrigation systems may encroach onto ***City*** owned ***boulevard areas***.

5.1.6 In cases where a property is to be developed in phases, temporary ***landscaping*** shall be required until the remainder of the property is developed.

5.1.7 Synthetic turf is prohibited.

5.2 Landscape Buffers Separating Uses

5.2.1 All ***landscape buffers*** shall be provided in accordance with the regulations outlined in Table 5.1 and shall consist of:

.1 One (1) tree for every 10.0 linear meters of required buffer area, including ***walkway***s and driveways. Deciduous trees shall be a minimum ***caliper*** of 60 mm and a minimum clear stem height of 1.5 m. Coniferous trees shall be a minimum 2.5 m in height, and

.2 One (1) shrub for every linear meter of required buffer area, including ***walkway***s and driveways. The shrubs shall be a minimum No. 2 pot shrub.

5.2.2 Required ***landscape buffers*** shall be continuous along the affected property boundaries, interrupted only by ***walkways*** and driveways providing access to the property.

5.2.3 All required ***landscape buffer*** areas shall be watered by a fully automatic, underground, irrigation system.

Table 5.1 – Required Landscape Buffers

Standard	Residential – 5 or more *dwelling units*	Commercial (excluding C5 zone)	Industrial
Minimum width of ***landscape buffer abutting*** a residential ***zone***	3.0 m	3.0 m	3.0 m
Minimum visual screen ***height abutting*** a residential ***zone***	1.2 m	1.2 m	1.8 m

Minimum width of ***landscape buffer*** along highway	3.0 m	3.0 m	N/A

5.2.4 Notwithstanding the ***landscape buffer*** requirements listed in Table 5.1, buffer widths may be reduced to the width of the actual ***setback*** of the ***building*** or ***structure*** if the actual ***setback*** of any ***building*** or ***structure*** is less than the buffer specified in Table 5.1.

5.2.5 Where ***landscape buffers*** are being reduced in accordance with Section 5.2.4 of this Bylaw, cash-in-lieu of each tree not planted, in accordance with the ***City's*** Fees and Charges Bylaw, as amended, must be submitted to the ***City*** to be deposited in the Urban Forest Reserve Fund to be used for tree infilling in the ***City***.

5.2.6 Where a visual ***screen*** is required, it may consist of either vegetation or decorative ***fence*** or wall.

5.2.7 ***Wrecking yard uses*** shall have a ***landscape buffer*** to include solid wall or fence with design consistent with the ***principal building***, between 2.5 m and 3.5 m in ***height***, and no material may be stacked higher than the top of the solid wall or ***fence***.

5.3 Tree Requirement and Protection

5.3.1 Trees are required to be planted for all new residential development in accordance with the following regulations:

.1 For new developments in the R4-L or R4-S ***zones***, a minimum one (1) tree per ***dwelling unit***, not including ***secondary suites*** or ***duplex suites***, is required to be planted on the property, with a minimum of one (1) tree being located in the ***front yard***.

.2 Tree species must be selected from the official document "Approved and Suggested Trees in the City of Penticton" prepared by the City of Penticton Parks Department, as amended from time to time.

5.3.2 Trees required in accordance with Section 5.3.1 of this Bylaw are required to be either a deciduous tree with a minimum ***caliper*** of 60 mm and a clear stem height of 1.5 m or a coniferous tree with a minimum height of 2.5 m.

5.4 Fences and Retaining Walls

5.4.1 Fencing

.1 Subject to the ***corner visibility triangle*** regulations in Section 4.3 of this Bylaw, the following ***height*** limitations shall apply to ***fences***, decorative (non-retaining) walls and hedges in all ***zones***:

.a 1.2 m;

.b 1.8 m if situated behind the ***front yard setback***;

.c 1.8 m if situated within the ***interior, exterior,*** and ***rear yard setback;***

.d 2.4 m if situated ***adjacent*** to a controlled access highway; and

.e 2.4 m if in an agricultural or industrial ***zone***.

.2 Barbed wire and electric fencing is prohibited in all ***zones*** except for A, M1 M2 and M3.

.3 Razor wire is prohibited in all ***zones***.

.4 Temporary ***fencing***, construction ***fencing*** or other ***fencing*** that is not permanently affixed to the ground, is only permitted on properties currently holding a valid building

or demolition permit or for special events. Upon completion of the works outlined in the permit or conclusion of the event, any temporary ***fencing*** must be removed.

.5 Notwithstanding Section 5.4.1.1 of this Bylaw, for all properties located in a commercial or residential ***zone***, where a property is vacant, a powder coated chain link ***fence*** or solid wooden ***fence*** may be constructed to 1.8m in ***height*** in any ***yard*** with the following requirements:

.a Powder coated chain link ***fence*** containing ***screening*** along all ***street*** frontages that has either:

.i A weather resistant banner containing art work that would not be considered offensive by the public; or

.ii A mix of small and medium sized trees and shrubs planted along all ***street*** frontages and located behind the powder coated chain link ***fence***; or

.b Solid wooden ***fencing*** that contains artwork that would not be considered offensive by the public on all visible ***street*** frontages.

5.4.2 Retaining walls

.1 ***Retaining walls*** that are located within any required ***yards*** must not exceed a ***height*** of 1.2 m above ***approved grade***.

.2 ***Retaining walls*** that are located outside of any required ***yards*** must not exceed a ***height*** of 2.4 m above ***approved grade***.

.3 ***Retaining walls*** approved as a condition of subdivision may exceed the maximum ***heights*** specified within Sections 5.4.2.1 and 5.4.2.2 of this Bylaw.

.4 Multiple parallel ***retaining walls*** must be spaced to provide at least a 1.2 m horizontal separation between them, as shown in Figure 10.

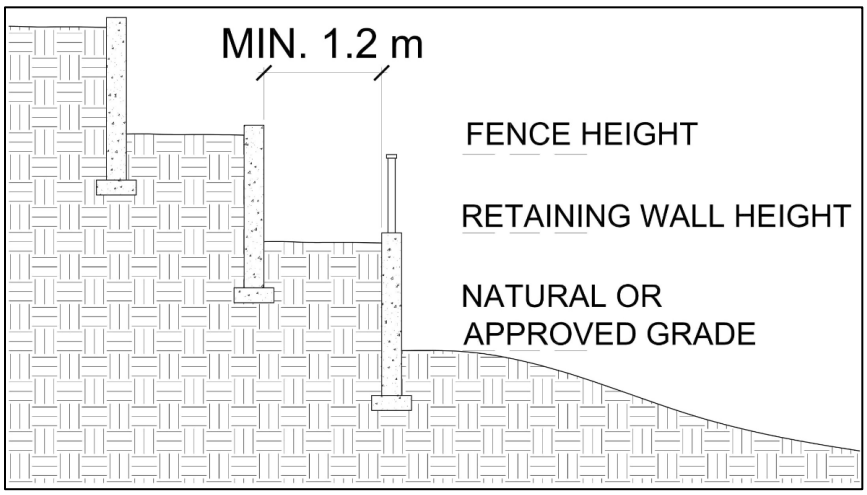


Figure 10 – Multiple Retaining Walls

.5 Notwithstanding Section 5.4.2.1 of this Bylaw, in the case of a retaining wall constructed on a property zoned M1, M2 or M3, the retaining wall must not exceed a ***height*** of 2.4 m above ***approved grade***.

.6 Notwithstanding Section 5.4.2.1 of this Bylaw, a retaining wall may be higher than 1.2 m, measured from ***approved grade***, where the ***natural grade*** of the subject property is lower than the ***abutting*** property, to a maximum of 2.4 m, as shown in Figure 11.

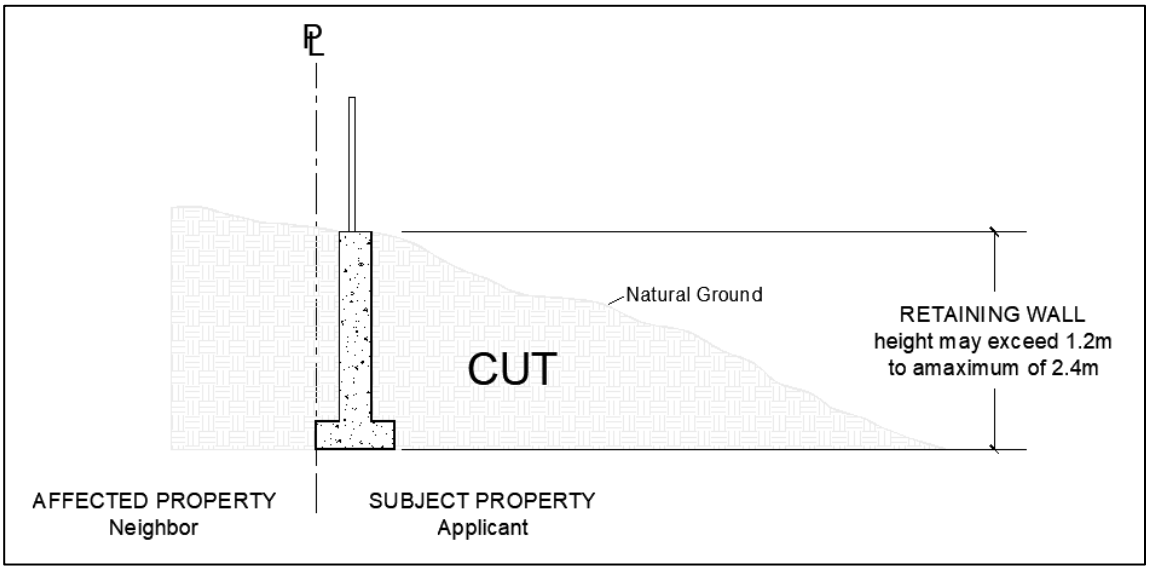


Figure 11 – Height of Retaining Walls

5.4.3 Fences on retaining walls

.1 In the case where a ***fence*** is built on top of a ***retaining wall***, the ***height*** of the ***fence*** and the ***height*** of the ***retaining wall*** shall be measured separately according to their respective regulations.

Chapter 6 – **Parking and Loading**

6.1 Off-Street Vehicle Parking

6.1.1 General Requirements

.1 ***Parking spaces*** shall be provided in accordance with the Table 6.6 and shall be located on the same ***lot*** as the ***use*** serviced by the parking.

.2 Where the calculation of the required number of ***parking spaces*** yields a fractional number, the required number of spaces shall be rounded down to the nearest whole number.

.3 Where Table 6.6 does not clearly define requirements for a particular ***permitted use***, the single ***use*** or combination of ***uses*** most representative of the proposed ***permitted use*** shall be used to determine the parking requirements.

.4 Where a proposal consists of a mix of ***uses***, the total number of spaces shall be the sum of the space requirements for each ***use*** as calculated using Table 6.6.

.5 Visitor parking locations are to be clearly marked as "VISITOR PARKING".

.6 In any residential or ***multiple housing zone***, no ***vehicle*** or equipment having a gross ***vehicle*** weight in excess of 5600 kg shall be parked or stored on the property unless stored such that the ***vehicle*** or equipment is entirely enclosed within a ***building***.

.7 In residential or ***multiple housing zones***, no more than one (1) ***recreational vehicle*** may be parked per ***dwelling unit***. Additional ***recreational vehicles*** may be parked or stored on the property such that the ***vehicle*** is entirely enclosed within a ***building.***

.8 When any new development is commenced or when any existing development is enlarged or ***use*** changed, for properties having or proposing direct access to Highway 97, ***vehicle*** parking and ***loading spaces*** shall be provided and maintained by the property owner in accordance with the Ministry of Transportation & Infrastructure standards.

6.1.2 Parking Reductions

.1 **Bicycle Parking**

.a Where five (5) additional ***Class 1*** or ***Class 2 bicycle parking spaces*** are provided on site, the ***vehicle parking space*** requirement can be reduced by a maximum of one (1) ***parking space***.

.b Section 6.1.2.1.a of this Bylaw may only be applied where the proposed development requires ***Class 1*** or ***Class 2 bicycle parking spaces***, in accordance with Section 6.4 of this Bylaw.

.2 **Cash-in-Lieu**

.a Cash-in-lieu may only be provided for the following zones, in accordance with Table 6.1:

.i Multi-family residential: RM2, RM3, RM4 and RM5,

.ii Commercial: C1, C2, C3, C4, C7, C8 and C9,

.iii Industrial: M1, M2 and M3, or

.iv Bicycle parking: C5 and C6.

.b A property ***owner*** may provide the ***City*** a sum of money equal to the number of ***parking spaces*** not provided, multiplied by the applicable cash-in-lieu amount, as identified in Table 6.1. The sum of money will be deposited into the Off-Street Parking Reserve and Alternative Transportation Infrastructure Reserve at the rate of 75% to the Off Street Parking Reserve and 25% to the Alternative Transportation Infrastructure Reserve.

.c In the case of the RM2 and RM3 zones, the cash-in-lieu provision shall not lower the total number of ***parking spaces*** to below one (1) ***parking space*** per ***dwelling unit***.

Table 6.1 – Cash in Lieu

Existing floor area converted to residential dwelling unit	New commercial, industrial and/or high density residential floor area	Class 1 bicycle parking space for commercial uses
$13,000	$13,000	$1,000

6.1.3 Shared Parking Provisions

.1 Shared ***use*** of off-***street parking spaces*** is permitted under the following conditions:

.a Notwithstanding Section 6.1.1.4 of this Bylaw, shared off-***street*** parking areas for two (2) or more ***uses*** in a ***building*** or on a parcel may be permitted when the maximum parking demand of such ***uses*** occurs at different periods of the day.

6.1.4 Off-site Parking

.1 Notwithstanding Section 6.1.1.1 of this Bylaw, for some or all of the required off-***street parking spaces*** for residential ***uses*** within the C5 and C6, and any non-residential ***zone***, the required parking may be provided on another ***lot*** or property, provided the required ***parking spaces*** are no further than 150 m measured along a public pathway or sidewalk route from the nearest point of the parking to the nearest point of the site of the ***permitted use*** served by the parking.

.2 Where off-***street*** parking is located on a site separate from the ***permitted use***:

.a The ***owner*** of the separate site of the off-***street parking lot*** shall covenant with the ***City***, by agreement, that the remote lands required for off-***street*** parking and access thereto shall be so used as long as required by this Bylaw, and

.b The remote parking shall be developed to the same standard as on-site parking.

6.1.5 Parking Space Dimensions

All off-***street parking spaces*** shall conform to the following provisions:

.1 ***Parking spaces*** shall be developed in accordance with Tables 6.2 and 6.3, and Figures 12 and 13:

Table 6.2 – Standard Car Parking Dimensions					
Stall Angle	Standard Stall Width (m)	Accessible Stall Width (m)	Stall Length(m)	Drive Isle (m) (one-way)	Drive Isle (m) (two-way)
90°	2.7	3.7	5.8	6.0	7.0
60°	2.7	3.7	6.4	5.5	6.6
45°	2.7	3.7	6.0	4.0	6.6
30°	2.7	3.7	5.25	3.6	6.6
Parallel	2.7	-	7.0	-	-

.2 Where a ***parking space*** adjoins a ***fence***, wall or other ***structure*** of greater than 0.3 m in ***height***, the width of the ***parking space*** shall be increased by 0.3 m to enable the convenient opening of ***vehicle*** doors.

.3 Where a ***parking space*** is located parallel with a ***property line***, the width of the ***parking space*** shall be increased by 0.5 m to enable the convenient opening of ***vehicle*** doors.

.4 Notwithstanding Table 6.6, up to 25% of off-***street parking spaces*** may be designed as small car ***parking spaces*** in accordance with Table 6.3. Such spaces shall be clearly marked with "small car".

.5 ***Parking spaces*** shall have a vertical ***clearance*** of at least 2.0 m.

Table 6.3 – Small Car Parking Dimensions				
Stall Angle	Small Car Width (m)	Stall Length (m)	Drive Isle (m) (one-way)	Drive Isle (m) (two-way)
90°	2.5	5.6	6.0	7.0
60°	2.5	5.1	5.5	6.6
45°	2.5	4.8	4.0	6.6
30°	2.5	4.2	3.6	6.6

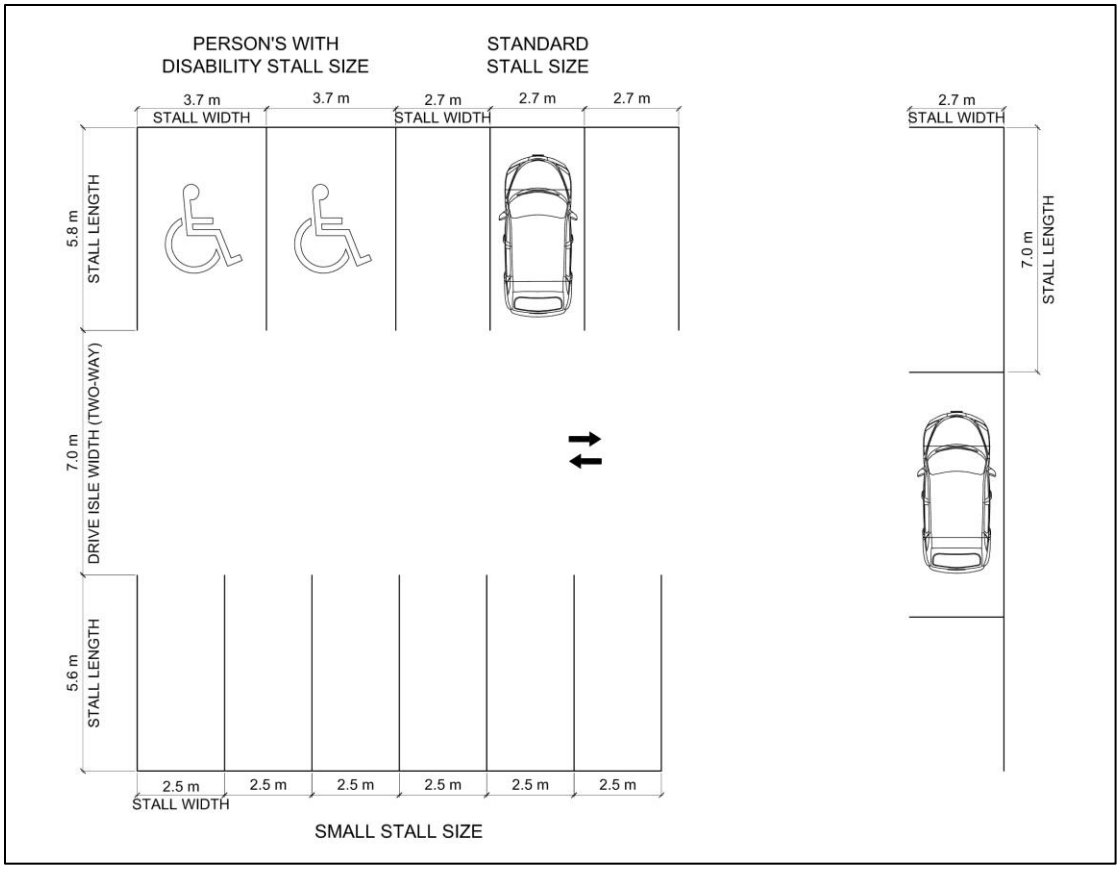


Figure 12 - Stall Size

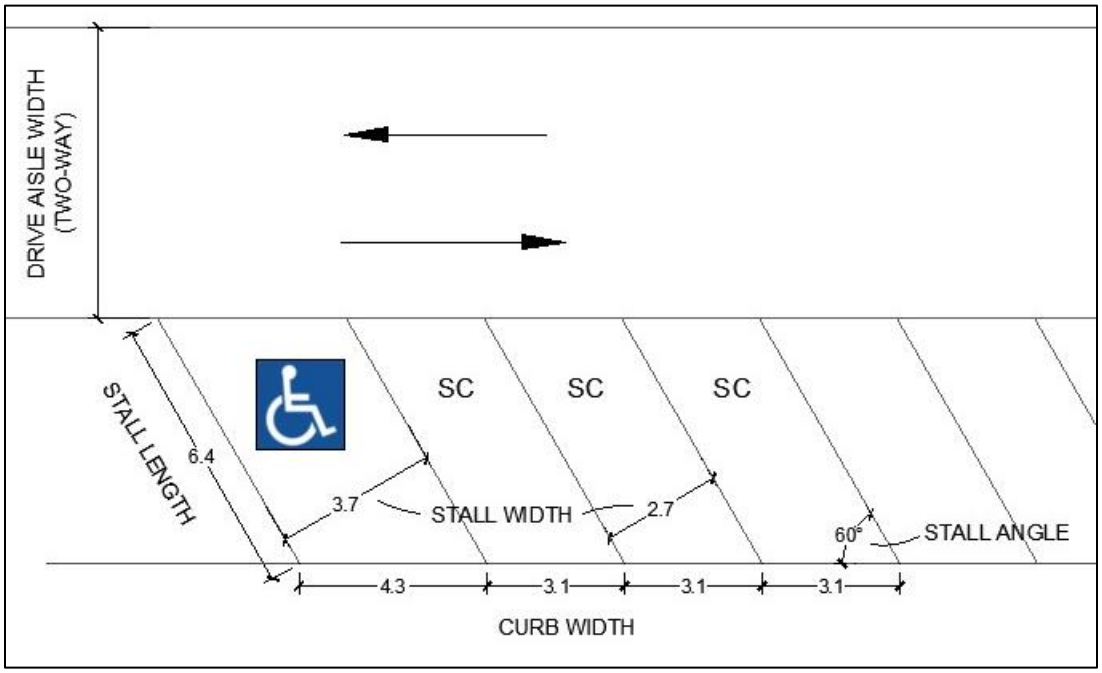


Figure 13 - Stall Size

6.1.6 Tandem Parking

.1 Required ***parking spaces*** may only be configured as ***tandem parking*** for ***single detached dwellings.***

.2 ***Secondary suites, carriage houses, and multiple housing*** developments, including ***duplex*** housing, ***cluster housing***, ***townhouses,*** and ***apartment*** buildings:

.a Any ***parking spaces*** that are provided in excess of the requirement per ***dwelling unit*** may be configured as ***tandem parking***.

.3 Required visitor ***parking spaces*** shall not be configured as ***tandem parking***.

6.2 Off-Street Loading Spaces

All developments requiring a loading ***zone*** shall be subject to the following regulations:

6.2.1 Number of Spaces for Single and Shared Uses

.1 Where a proposal is for new ***building***, or enlargement of existing ***building***, off-***street loading spaces*** shall be provided by the property ***owner*** in accordance with the requirements of this Bylaw.

.2 The number of off-***street loading spaces***, required for each ***use*** is specified in Table 6.6.

.3 The ***loading space*** requirements for more than one (1) ***use*** on a single ***lot*** or for a ***building*** containing more than one (1) ***use***, shall be the sum total of the ***loading space*** requirements for each of the component uses.

6.2.2 Size and Access

.1 ***Loading spaces*** shall be of adequate size and accessibility to accommodate the ***vehicles*** expected to load and unload, but in no case shall a ***loading space*** be less than 28 m^2 in area, less than 3.0 m in width, or have less than 4.0 m in overhead ***clearance***.

.2 Access to any ***loading spaces*** shall be provided on the ***lot*** or from a ***lane abutting*** the ***lot***, and arranged such that no backing or turning movement of ***vehicles*** going to or from the ***lot*** causes interference with traffic on the ***abutting streets*** or ***lanes***.

6.3 Development Standards for Parking and Loading Areas

All off-street ***parking spaces*** shall be subject to the following regulations:

6.3.1 Every off-***street*** parking or loading area containing five (5) or more ***parking spaces***:

.1 Shall clearly delineate individual ***parking spaces***, ***loading spaces***, accessible spaces, manoeuvring aisles, entrances, and exits with pavement markings, signs, and/or other physical means.

.2 Shall direct surface drainage to approved planting areas or an approved on-site drainage system or to the public storm system in accordance with the Subdivision and Development Bylaw.

.3 Shall, except in the case of agricultural zones, ***public parks*** and ***open space use***, consist of a durable, dust-free hard surface of concrete, asphalt, grasscrete, or similar material.

.4 Shall locate concrete wheel stops where ***parking spaces abut*** sidewalks, ***buildings***, ***streets*** or landscaped areas.

.5 Shall be constructed with surface grades not exceeding 6%.

6.3.2 Every outdoor off-***street*** parking or ***loading space*** accommodating ten (10) or more ***spaces*** shall incorporate ***landscaping*** within the parking area calculated on the basis of 2.0 m^2 of landscaped island area per ***parking*** and ***loading space***. This shall be landscaped in accordance with Chapter 5.

6.3.3 Every off-***street*** parking or loading area which is illuminated shall have all lighting positioned towards the ground and in such a manner that light falling onto ***abutting*** properties is minimized.

6.4 Off-Street Bicycle Parking

6.4.1 Bicycle Parking Requirements

The number of bicycle parking spaces required for uses shall be calculated in accordance with the standards set out in Table 6.4 below.

Table 6.4 – Bicycle Parking Requirements

Use	Class 1	Class 2
Office	1 per 150 m^2 ***NFA***	1 per 400 m^2 ***NFA***
Restaurant and ***Liquor Primary Licensed Premise***	1 per 400 m^2 ***NFA***	1 per 100 m^2 ***NFA***
Grocery Store	1 per 200 m^2 ***NFA***	1 per 200 m^2 ***NFA***
Retail	Minimum of 5, plus 1 per 200 m^2 ***NFA***, to a maximum requirement of 25	Minimum of 5, plus 1 per 200 m^2 ***NFA***, to a maximum requirement of 30
Any commercial ***uses*** not otherwise listed	1 per 300 m^2 ***NFA***, to a maximum requirement of 25	1 per 300 m^2 ***NFA***, to a maximum requirement of 30
Public ***Assembly*** and Organizations	Minimum 4	Minimum 4
Residential ***Uses*** (***Multiple Housing***)	0.5 per ***dwelling unit***	0.1 per ***dwelling unit***

6.4.2 General Requirements

.1 Where a proposal is for a new ***building***, or an increase in floor area of an existing ***building*** off-***street*** bicycle ***parking spaces*** shall be provided for the total ***building*** in accordance with Table 6.4.

.2 Where calculation of the total number of bicycle ***parking spaces*** yields a fractional number, the required number of spaces shall be rounded to the nearest whole number.

.3 Where more than one calculation of bicycle ***parking space*** requirements is specified for a land ***use***, the greater requirement shall be applied.

.4 Where Table 6.4 does not clearly define requirements for a particular ***permitted use*** the single ***use*** or combination of ***uses*** most representative of the proposed ***permitted use*** shall be used to determine the parking requirement.

6.4.3 Development Standards for Bicycle Parking

.1 ***Bicycle Parking, Class 1*** shall be located in bicycle lockers, compounds or rooms with lockable doors specifically provided and equipped for bicycle storage.

.2 ***Bicycle Parking, Class 2*** shall consist of bicycle parking racks constructed of theft-resistant material, shall be securely anchored to the floor, ***building,*** or ground, supporting the bicycle frame above the centre of gravity, and enabling the bicycle frame and front or rear wheel to be locked; and

.3 Bicycle racks shall be located in a convenient, well-lit location that is easily located and accessible by visitors and subject to casual surveillance by occupants of the ***building*** served by the bicycle rack.

.4 Bicycle parking spaces shall be located on a hard surface.

.5 For multiple housing developments, where a dwelling unit is designed with and has access to its own garage space, no Class 1 bicycle parking shall be required for that dwelling unit.

6.4.4 Bicycle Parking Space Dimensions

.1 Bicycle parking stalls shall be provided in accordance with Table 6.5.

.2 Aisles between bicycle racks shall be a minimum of 1.2 m in width.

Table 6.5 – Bicycle Parking Dimensions

	Width	Length	Clearance
Horizontal Bicycle Parking	0.6 m	1.8 m	1.9 m
Vertical Bicycle Parking	0.6 m	1.0 m	1.9 m

6.5 Parking Requirements

The number of ***parking spaces*** required for ***uses*** shall be calculated in accordance with the standards set out below (i.e. 1 per ***dwelling unit*** means 1 ***parking space*** per ***dwelling unit***):

Table 6.6 – Parking Requirements

Use	Minimum Parking Space Requirement	Loading Space Requirement
Agricultural		
Agri-Tourism	4 per ***business***	0
Alcohol Production Facility	1 per 30 m^2 ***NFA*** of retail sales/tasting area	0
Commercial		
Any ***use*** in the C5 and C6 zone	No parking or loading required	
Any commercial ***uses*** not otherwise listed	1 per 50 m^2 ***NFA***	0
Major and ***Rural Home Residential Occupation***	1 per business	0
Health Service	1 per 30 m^2 ***NFA***	0
Marina	1 per 2 boat slips	0
Office	1 per 30 m^2 ***NFA***	0
Personal Service Establishment	1 per 30 m^2 ***NFA***	0
Restaurant	1 per 50 m^2 ***NFA***	1
Grocery Store	1 per 30 m^2 NFA	1
Tourist Accommodation	1 per sleeping room	1
Convention Facility	1 per 50 m^2 ***NFA***	1
Industrial		
General Industrial Uses or Uses on Industrial Zoned Property	1 per 200 m^2 ***NFA***	0
Self Storage and Storage and Warehouse	Minimum 5	0
Public Assembly and Organizations		
Assembly	1 per 50 m^2 ***NFA***	0

Day Care Centre, Minor or Major	1 per 50 m^2 ***NFA***	0
Extended Care Residence	1 per 4 beds	0
Hospital and Patient Care Service	1 per 4 beds	1
Residential Uses		
Dwelling Unit in C5 or C6 ***zone*** ***Dwelling Unit*** in RM5 ***zone*** with frontage on Ellis Street	0 per ***dwelling unit***	0
Dwelling Unit in a commercial building (excluding C5 or C6 zones)	1 per ***dwelling unit***	0
Apartment, Townhouse, Cluster Housing	1 per ***dwelling unit*** plus 0.2 spaces/unit for visitors	0
Duplex, Live-Work unit	1 per ***dwelling unit***	0
Bed and Breakfast Home	1 per bedroom to a maximum of 3 plus 1 for the required corresponding ***dwelling unit***	0
Boarding House	1 per 2 sleeping rooms plus 2 for the required corresponding principal ***dwelling unit***	0
Congregate Housing	1 per staff dwelling plus 1 per 5 bed spaces	0
Manufactured Home Park	1 per ***manufactured home*** space	0
Secondary Suite or Carriage House	0 per ***accessory suite***	0
Security / Operator Dwelling	1 per ***dwelling unit***	0
Single Detached Dwelling	1	0
Residential Sales Centre	2 per centre	0
Short Term Rental, High Occupant	1 per licensed bedroom, up to a maximum requirement of 4 parking spaces	0

6.6 Electric Vehicle (EV) Ready Charging Requirements

6.6.1 ***Energized Outlets*** provided pursuant to this section shall be clearly labelled for their intended future use as electric vehicle charging locations.

6.6.2 The minimum number of required ***Energized Outlets*** for ***Level 2 Charging*** parking spaces is set out in Table 6.7:

Table 6.7 *Level 2 Charging* Parking Requirements	
Use/Zone	Number of *Level 2 Charging* Spaces to be Included
Single Detached Dwelling, ***Carriage House,*** ***Duplex,*** ***Cluster Housing,*** ***Multiple Housing*** and ***Dwelling Units*** in Commercial Zones	1 per ***dwelling unit***
Commercial, Industrial, Public and Institutional ***zones***	Minimum 2, plus 1 for every 5 ***parking spaces*** over 10 ***parking spaces***

6.6.3 Despite Section 6.6.2, no ***Energized Outlet*** for ***Level 2 Charging*** is required when constructing a new ***dwelling unit*** within an existing ***building***.

6.6.4 Where one or more accessible ***parking spaces*** are required by this bylaw, a minimum 50% of the accessible ***parking spaces*** shall feature ***Energized Outlets*** for ***Level 2 Charging*** or higher.

6.6.5 The ***Director of Development Services*** may specify requirements for technical matters, including but not limited to metering and performance standards for ***Electric Vehicle Energy Management Systems.***

6.7 Accessible Parking Requirements

6.7.1 The number of accessible ***parking spaces*** required for ***uses*** shall be calculated in accordance with Table 6.8, and are considered as part of the required number of ***parking spaces***.

6.7.2 Every subsequent owner or occupier of the property shall maintain the required accessible parking spaces.

6.7.3 Accessible parking spaces shall be as level as practicable, as near as practicable to the building entrance(s) and designed to service those with mobility challenges, including curb ramps.

6.7.4 Every accessible parking space shall be clearly identified with signage.

6.7.5 Accessible parking requirements shall not be eligible for any parking reductions.

Table 6.8 Accessible Parking Requirements	
Total Number of Parking Spaces Required	Number of Accessible Spaces to be Included
0 – 9	0
10 – 20	1
21 – 50	2
51 – 100	3
Over 101	3 + 2% of total spaces over 100 spaces

Chapter 7 - Specific Use Regulations

7.1 Applicability of Specific Use Regulations

7.1.1 The specific ***use*** regulations shall apply to all ***zones*** unless otherwise exempted in this Chapter.

7.1.2 Where these regulations may be in conflict with any ***zone*** regulations or general regulations, these specific ***use*** regulations shall take precedence.

7.2 Bed and Breakfast Home

All ***bed and breakfast homes*** shall be subject to the following regulations:

7.2.1 A ***bed and breakfast home***, where permitted in a zone shall only be operated as an ***accessory use*** within a ***single detached dwelling***, with a maximum 4 ***sleeping units*** with accommodation for a maximum of two (2) guests per ***sleeping unit***.

7.2.2 A ***bed and breakfast home*** shall not change the residential character or external appearance of the ***dwelling*** involved.

7.2.3 The licensed operator of a ***bed and breakfast home*** must reside in the ***dwelling*** in which the bed and breakfast operation is located.

7.2.4 A ***bed and breakfast home*** that has only one (1) ***sleeping unit*** for accommodating guests shall be considered as a ***minor home occupation***.

7.3 Minor Home Occupation

A ***minor home occupation*** shall be subject to the following regulations:

7.3.1 A ***minor home occupation***, where permitted in a zone, shall only be an ***accessory use***.

7.3.2 ***A minor home occupation*** may only be conducted within a principal ***dwelling unit, secondary suite, Carriage House***, or accessory building.

7.3.3 No exterior storage or operation of equipment shall be permitted in conjunction with a ***minor home occupation***.

7.3.4 No variation from the residential character and appearance of land or ***buildings*** shall be permitted.

7.3.5 No nuisance from noise, vibration, smoke, dust, odours, heat, glare, electrical or radio disturbance shall be produced by the ***minor home occupation*** and, at all times, the privacy and enjoyment of ***adjacent dwelling***s shall be preserved and the amenities of the neighbourhood shall not be adversely affected.

7.3.6 A ***minor home occupation*** shall not generate more than one (1) client visit to the site from which the ***business*** is being operated on any given day. Additionally, no more than one (1) commercial ***vehicle*** visit per day is permitted. The permitted commercial ***vehicle*** visit must be between the hours of 8:00 a.m. and 6:00 p.m.

7.3.7 This ***use*** does not include the repair or painting of ***vehicles***, trailers or boats, tow-truck operations, manufacturing and industrial ***uses***, social escort services, cabinet making, welding or machine shops, ***major care centre***, meat cutting, commercial animal breeding, parking or storage of industrial or construction equipment or materials.

7.3.8 No person other than residents of the property on which the ***minor home occupation*** is being carried out shall be engaged in the ***minor home occupation***.

7.3.9 The total area of a ***minor home occupation*** shall not exceed 25% of the floor area of the ***dwelling*** up to a maximum area of 20 m^2.

7.3.10 General retail sales or display of products not produced on the premises shall not be permitted in a ***minor home occupation***, except for products incidental to the service, agricultural products, mail order sales, telephone or internet sales, goods which the customer does not enter the premises to inspect or pick up.

7.3.11 A ***minor home occupation*** sign is permitted according to the provisions of the ***City*** Sign Bylaw, as amended from time to time.

7.4 Major Home Occupation

A ***major home occupation*** shall be subject to the regulations of ***minor home occupations*** above, except the following shall apply:

7.4.1 The doors to the ***accessory building*** or ***structure*** in which the ***business*** is located must be closed when the ***business*** is being conducted.

7.4.2 A ***major home occupation*** shall not exceed 25% of the floor area of the ***dwelling unit***, and in no case shall the combined area of the residence used for the ***business*** and an ***accessory building*** used for the ***business*** exceed 50 m^2.

7.4.3 One employee who is not a resident of the primary ***dwelling unit*** where the ***major home occupation*** is located may work at that location

7.4.4 A ***major home occupation*** shall not generate more than two (2) client visits at any given time

7.4.5 No more than one major home occupation is permitted per property.

7.5 Rural Home Occupation

A ***rural home occupation*** shall be subject to the regulations of ***major home occupation*** above, except the following shall apply:

7.5.1 Two (2) employees who are not residents of the principal residence may work at that location.

7.5.2 A ***rural home occupation*** shall not occupy more than 25% of the floor area of the ***dwelling unit***, and in no case shall the combined area of the ***principal residence*** used for the ***business*** and the ***accessory building*** or ***structure*** used for the ***business*** exceed 100 m^2 of floor area.

7.5.3 If there is more than one (1) ***dwelling*** on a ***lot***, there may be a ***rural home occupation use*** in each ***dwelling unit*** provided the total number of clients, employees or floor area permitted for the combined ***home occupations*** does not exceed the limits outlined in Section 7.5 of this Bylaw.

7.5.4 A ***rural home occupation*** shall not generate more than six (6) client visits at any given time.

7.6 Short Term Rentals

7.6.1 Ownership

.1 A ***short term rental*** shall not be operated without a valid business license issued by the City of Penticton.

.2 A residential ***dwelling unit*** subject to Section 7.6 of this Bylaw shall only be rented out by the principal resident of the property in question.

7.6.2 Development Regulations

.1 No structural alteration or addition to a ***dwelling unit*** to facilitate a ***short term rental*** shall be undertaken that alters the existing residential character and form of the dwelling.

.2 No exterior signage advertising the ***short term rental*** is permitted.

.3 In the case of a property containing a ***single detached dwelling*** with an approved ***secondary suite*** or approved ***carriage house,*** only one dwelling may be used for the purpose of a ***short term rental***.

7.6.3 Operation of Short Term Rental

.1 The ***owner*** shall ensure that renters do not create any form of nuisance for surrounding residents, including, but not limited to noise, light or traffic that is disruptive to the surrounding residents' quiet enjoyment of their property.

.2 A maximum of two (2) persons per bedroom is permitted per ***short term rental dwelling unit***.

7.6.4 Parking Requirements

.1 ***Vehicle*** parking for high occupancy ***short term rentals*** shall be provided in accordance with Chapter 6, and shall meet the following regulations:

.a The property ***owner*** shall ensure that renters park all ***vehicles*** within the allocated parking areas on the property.

7.7 Urban Hens

The keeping of urban hens shall be subject to the following regulations:

7.7.1 Urban hens are restricted to properties with one ***single detached dwelling***.

7.8 Live Work Units

7.8.1 Live work units may only mix a residential dwelling ***use*** with a commercial ***use*** listed as a ***permitted use*** within the zone that the unit is located

7.8.2 Notwithstanding 7.8.1, the storage or use of toxic, flammable or otherwise harmful materials that would be prohibited in a residential ***dwelling unit*** under the BC Fire Code or BC ***Building*** Code, is prohibited in a live work unit.

7.8.3 For live work units located at ground level, the commercial component shall make up at least one third (1/3) of the ***building frontage***

7.8.4 The business operated in a **live-work unit** must be owned and operated by a person living in the dwelling unit portion of the **live work unit**.

7.8.5 In accordance with Section 55 of the *Community Charter,* the Chief Building Inspector may require certification from a professional Engineer or Architect that a proposed live-work unit and the building in which the live-work unit is to be located, complies with the BC Building Code and Fire Code.

Chapter 8 - Accessory Suites Regulations

8.1 Secondary Suite

All ***single detached dwellings*** with a ***secondary suite*** shall be subject to the following regulations:

8.1.1 Limitation of Suites

.1 No more than one (1) ***secondary suite*** shall be permitted in a ***single detached dwelling.***

8.1.2 Sewer Service

.1 No ***secondary suite*** will be allowed without connection to a community sewer system unless the ***lot*** of at least 830 m^2 and meets the requirements of the sewage system regulation under the *Public Health Act*.

8.1.3 Strata Titles

.1 A ***secondary suite*** may not be sited or located on a separate titled parcel from the principal residence or be created as a ***strata lot*** within the ***single detached dwelling***.

8.1.4 Amenity Space

.1 A minimum of 15 m^2 of ***amenity space, outdoor*** shall be provided individually for each the principal residence and the ***secondary suite***.

8.2 Carriage Houses

8.2.1 Limitation of Carriage Houses

.1 In the A, FG, and RC ***zones*** only one (1) ***carriage house*** shall be permitted per property and shall not be allowed in conjunction with a ***secondary suite*** in a principal dwelling.

.2 A ***carriage house*** shall not be situated on a ***lot*** unless the principal dwelling, to which it is accessory, has already been constructed or will be constructed simultaneously.

8.2.2 Strata Titles

.1 A ***carriage house*** shall not be sited or located on a separate titled parcel from the principal residence or be created as a strata lot.

8.2.3 Development Regulations

.1	Minimum ***lot area***:	370 m^2, regardless of zoning; or 1 ha for ***lots*** without connection to a municipal sewer system.
.2	Maximum ***building footprint*** for rural zones: .a FG (Forestry/Grazing) .b A (Agriculture) .c RC (Country Residential)	150 m^2, or 15% of the ***lot area***, whichever is less.
.3	Maximum ***building footprint*** for urban residential zones:	90 m^2, or 15% of the ***lot area***, whichever is less.

	.a R4-L (Small-Scale Multi-Unit Residential: Large Lot) .b R4-S (Small-Scale Multi-Unit Residential: Small Lot)	
.4	Maximum ***height*** for rural zones: .a FG (Forestry/Grazing) .b A (Agriculture) .c RC (Country Residential)	7.0 m and two ***storeys***.
.5	Maximum ***height*** for urban residential zones: .a R4-L (Small-Scale Multi-Unit Residential: Large Lot) .b R4-S (Small-Scale Multi-Unit Residential: Small Lot)	.i Where a ***carriage house*** is accessed from a ***lane*** or is located on a ***double fronting lot***, maximum height is 7.0 m and two ***storeys***. .ii Where no ***lane*** exists, the maximum height is 5.0 m and one ***storey***.
.6	***Setbacks***	The ***setbacks*** for a ***carriage house*** shall meet the ***setback*** provisions for a principal ***dwelling*** for the zone in which the subject property is located, except the ***rear yard setback*** shall be 1.5 m in all ***zones***.
.7	Siting in rural zones: .a FG (Forestry/Grazing) .b A (Agriculture) .c RC (Country Residential)	A ***carriage house*** may be located anywhere on the parcel, subject to ***setback*** requirements.
.8	Siting in urban residential zones: .a R4-L (Small-Scale Multi-Unit Residential: Large Lot) .b R4-S (Small-Scale Multi-Unit Residential: Small Lot)	A carriage house shall be located no closer to the front lot line than the principal ***dwelling***.
.9	Minimum ***amenity space, outdoor***	15 m^2 shall be provided individually for both the principal ***dwelling*** and the ***carriage house***.
.10	Overlook in urban residential zones: .a R4-L (Small-Scale Multi-Unit Residential: Large Lot) .b R4-S (Small-Scale Multi-Unit Residential: Small Lot)	A ***carriage house*** shall not include any ***decks***, ***balconies***, or roof top patios.
.11	Maximum ***Carriage House Floor Area*** for rural zones: .a FG (Forestry/Grazing) .b A (Agriculture) .c RC (Country Residential)	150 m^2
.12	Maximum ***Carriage House Floor Area*** for urban residential zones:	135 m^2

	.a R4-L (Small-Scale Multi-Unit Residential: Large Lot) .b R4-S (Small-Scale Multi-Unit Residential: Small Lot)	
.13	Privacy	In the case of a carriage house having windows on a side yard within 1.5 m of another property, all windows on that building face must be opaque.

8.2.4 Conversion of Pre-Existing Buildings

.1 Notwithstanding Section 8.2.3.6 of this Bylaw, in the case of a pre-existing, legally constructed ***accessory building*** being converted into a carriage house, the ***setbacks*** shall be the existing ***setbacks***.

.2 Any additions or alterations to the ***building*** shall comply with the setbacks as listed in Section 8.2.3.6 of this Bylaw.

8.2.5 Parking and Access Requirements

.1 One on-site ***parking space*** is required for the ***carriage house*** in addition to those spaces required for the principal residence.

.2 All required ***parking spaces*** shall be located on the subject ***lot***.

.3 Where a rear lane is provided, vehicular access to the ***carriage house*** must be from the rear lane.

.4 If a structure containing a ***carriage house*** also contains a garage, workshop or other non-habitable space, dedicated separate exterior accesses are required from the habitable and non-habitable spaces

8.2.6 Access

.1 At a minimum, a dedicated, unobstructed, hard surfaced path of 1.2 m in width must be provided, linking the carriage house to the street frontage on the property.

8.3 Duplex Suite

8.3.1 Limitation of Suites

.1 No more than one (1) ***accessory suite*** shall be permitted in a ***duplex unit***.

8.3.2 Strata Titles

.1 An ***accessory suite*** may not be sited or located on a separate titled parcel from the principal ***dwelling*** unit or be created as a ***strata lot*** within the ***duplex***.

8.3.3 Amenity Space

.1 A minimum of 15m^2 of ***amenity space, outdoor*** shall be provided individually for each of the principal residence and the ***duplex suite***.

8.3.4 Parking and Access Requirements

.1 One on-site ***parking space*** is required for the ***accessory suite*** in addition to those spaces required for the duplex.

.2 All required ***parking spaces*** shall be located on the subject ***lot***.

8.4 Flex Units

8.4.1 Limitation of Suites

.1 ***Flex units*** are limited to a maximum floor area of 40% of the total ***net floor area*** of the principal residence, up to a maximum of 150m^2.

8.4.2 Strata Title

.1 A ***flex unit*** may not be sited or located on a separate titled parcel from the principal unit or be created as a strata lot within the principal unit.

8.4.3 Notwithstanding Section 4.9 of this Bylaw, stairs, ***balconies*** and architectural projections that do not constitute greater than 25% of the face of the front elevation, may project 2.5 m into the required ***front yard*** or ***exterior side yard***.

8.5 Security Operator Dwelling Units

8.5.1 A ***security/operator dwelling unit*** shall not exceed a ***gross floor area*** of 100 m^2.

Chapter 9 – **Rural Zones**

9.1 FG - Forestry and Grazing

PURPOSE

The purpose of this ***zone*** is to provide for ***forestry*** and grazing areas.

9.1.1 PERMITTED USES

The ***permitted uses*** in this ***zone*** are:

.1 ***accessory use, building*** or ***structure***
.2 ***agricultural farm help dwelling***
.3 ***agricultural use***
.4 ***animal clinic***
.5 ***animal kennels and stable***
.6 ***carriage house*** (subject to accessory suites regulation 8.2)
.7 ***forestry***
.8 ***municipal solid waste facility***
.9 ***one single detached dwelling***
.10 ***rural home occupation*** (subject to specific use regulation 7.5)
.11 ***secondary suite*** (subject to accessory suites regulation 8.1)
.12 ***short term rental*** (subject to specific use regulation 7.6)

9.1.2 SUBDIVISION AND DEVELOPMENT REGULATIONS

Subdivision Regulations:		
.1	Minimum ***lot width***:	N/A
.2	Minimum ***lot area***:	16 ha
Development Regulations:		
.3	Maximum ***lot coverage***:	10%
.4	Maximum ***height***:	
	.a ***principal building***	12.0 m
	.b ***accessory building*** or ***structure***	13.5 m
.5	Minimum ***front yard***:	10.0 m
.6	Minimum ***side yard***:	
	.a ***interior side yard***	4.5 m
	.b ***exterior side yard***	4.5 m
.7	Minimum ***rear yard***:	9.0 m

9.1.3 OTHER REGULATIONS

.1 Where a parcel is zoned FG and is less than 0.4 ha in area, the ***lot coverage***, ***setbacks*** and ***height*** requirements of the RC ***zone*** shall apply in place of those contained in Section 9.1.2 of this Bylaw.

.2 Necessary ***agricultural farm help dwellings*** are limited to one (1) unit on a property of at least 2 ha or more.

9.1.4 SITE SPECIFIC PROVISIONS

.1 In the case of Lot 1, District Lots 190 and 2710, Similkameen Division Yale District Plan KAP74449, Except Plans EPP88237, EPP106349 and EPP106355, located at 3228

Evergreen Drive, two single family residences and a 20 room ***tourist accommodation*** resort with a maximum floor area of 1850m^2 shall be permitted.

9.2 A – Agriculture

PURPOSE

The purpose of this ***zone*** is to provide for appropriate development within rural areas and to allow ***agricultural uses*** as well as other complementary ***uses*** suitable in an agricultural setting, while protecting these ***uses*** from intrusion of ***uses*** not compatible with ***farm*** operations.

9.2.1 PERMITTED USES

The ***permitted uses*** in this ***zone*** are:

.1 ***accessory use, building*** or ***structure***
.2 ***agricultural use***
.3 ***agricultural farm help dwelling***
.4 ***animal kennels and stable***
.5 ***bed and breakfast home*** (subject to specific use regulation 7.2)
.6 ***cannabis production facility***
.7 ***carriage house*** (subject to accessory suites regulation 8.2)
.8 ***forestry***
.9 ***indoor animal daycare and grooming***
.10 ***rural home occupation*** (subject to specific use regulation 7.5)
.11 ***secondary suite*** (subject to accessory suites regulation 8.1)
.12 ***one single detached dwelling***
.13 ***short term rental*** (subject to specific use regulation 7.6)

9.2.2 SUBDIVISION AND DEVELOPMENT REGULATIONS

Subdivision Regulations:		
.1	Minimum ***lot width***:	20% of ***lot*** depth
.2	Minimum ***lot area***:	2.0 ha
Development Regulations:		
.3	Maximum ***lot coverage***:	
	.a residential ***buildings***	10%
	.b including ***agricultural structures***	35%
	.c including agricultural greenhouses with closed wastewater and storm water management, and re-circulating irrigation systems	75%
.4	Maximum ***height***:	
	.a ***principal building***	12.0 m
	.b ***accessory building***	13.0 m
	.c ***agricultural structure***	16.0 m
.5	Minimum ***front yard***:	9.0 m
.6	Minimum ***interior side yard***:	4.5 m
.7	Minimum ***exterior side yard***:	9.0 m
.8	Minimum ***rear yard***:	9.0 m
.9	Maximum combined ***building footprint*** of all residential ***accessory buildings***:	200 m^2

9.2.3 MINIMUM SEPARATION DISTANCES

.1 Minimum distance between ***agricultural structures*** and ***uses*** and a natural ***watercourse*** boundary, domestic water supply or well, on or off site, shall be 15.0 m, unless required otherwise below*:*

	Separation Distances	***Urban Area Boundary***	Natural Watercourse	***Property Line***
.a	Intensive impact agriculture	60.0 m	30.0 m	30.0 m
.b	All farm structures using exhaust fans	N/A	15.0 m	15.0 m
.c	On-farm composting	30.0 m	30.0 m	30.0 m
.d	Agricultural waste storage	30.0 m	30.0 m	30.0 m
.e	Tree, vine, field and forage crops	7.5 m	15.0 m	N/A
.f	Apiculture	15.0 m	15.0 m	N/A
.g	Chemical storage structure	15.0 m	15.0 m	N/A
.h	Field storage	N/A	30.0 m	N/A

9.2.4 MAXIMUM GROSS FLOOR AREAS FOR SPECIFIC USES

.1 The following uses are subject to maximum gross floor areas:

.a	***farm garden stand***:	150 m^2
.b	***farm retail sales*** area:	300 m^2
.c	***winery*** and ***cidery*** the area devoted to food and beverage service shall not exceed:	125 m^2 indoors, and 125 m^2 outdoors

9.2.5 OTHER REGULATIONS

.1 Necessary ***agricultural farm help dwellings*** are limited to one (1) unit on a property of at least 2 ha or more.

.2 Temporary ***dwelling unit***: A second ***dwelling unit***, in addition to the existing ***single detached dwelling unit***, may be constructed on the same ***lot***, subject to the following:

.a The parcel must have a minimum area of 0.4ha;

.b The ***owner*** of the ***lot*** must first grant and register a restrictive covenant to the ***City*** stating that the original (existing) ***single detached dwelling*** must be demolished and removed, made uninhabitable or moved from the ***lot***.

.3 ***Recreational Vehicle*** Storage: Only ***recreational vehicles*** belonging to the ***owner*** or occupier of the principal ***single detached dwelling unit*** on a ***lot*** may be stored on the same ***lot***.

.4 Where a lot legally exists at the time of adoption of this Zoning Bylaw and is zoned A and is less than 0.4 ha in area, the lot coverage, setbacks and height requirements of the RC zone shall apply in place of A zone.

.5 Where a parcel is situated within an Agricultural Land Reserve (ALR) and a subdivision has been approved by the Agricultural Land Commission which does not increase the number of land registry parcels for the land concerned, the parcel is exempt from the minimum ***lot area*** requirement.

.6 Where a ***lot*** is situated within an Agricultural Land Reserve (ALR) and a subdivision has been approved by the Agricultural Land Commission, creating no more than one (1) additional ***lot*** in the ALR, both parcels are exempt from the minimum ***lot area*** requirement.

9.2.6 SITE SPECIFIC PROVISIONS

In addition to the ***permitted uses*** above:

.1 In the case of Lot 1, Plan 29729, DL 190, LD 54, SDYD, located at 4560 Valleyview Road, a ***farm*** inn, being a self-contained ***building*** with a maximum of 4 sleeping rooms, intended to provide temporary accommodation to the travelling public, shall be permitted.

.2 In the case of Lot 1, DL 369, Plan 22517, located at 1379 Riddle Road, a vacation cottage, being a self-contained ***building*** with a maximum size of 82 m^2 that is intended for short-term ***short term rental*** by the travelling public, shall be permitted.

.3 In the case of Lot 104A, DL 199, 205, 672, Plan 307, except Plan B487, Pcl B on Plan A 203, located at 1175 Chapman Road, ***tourist accommodation***, being the ***use*** of a ***single detached dwelling*** for the accommodation of the travelling public in a maximum of 4 suites, without cooking equipment, where the room rate includes breakfast served on the premises, shall be permitted.

.4 In the case of a portion of the remainder of DL 196 except plans B6706, M9351, 3980, 6394, 8025, 8529, 9167, 11805, 14079, 14454 and 20784, located at 4650 Lakeside Road as shown as the hatched area in the drawing below, a ***public parking lot*** shall be permitted and where the parking area is not required to be hard surfaced, lighted nor drained.

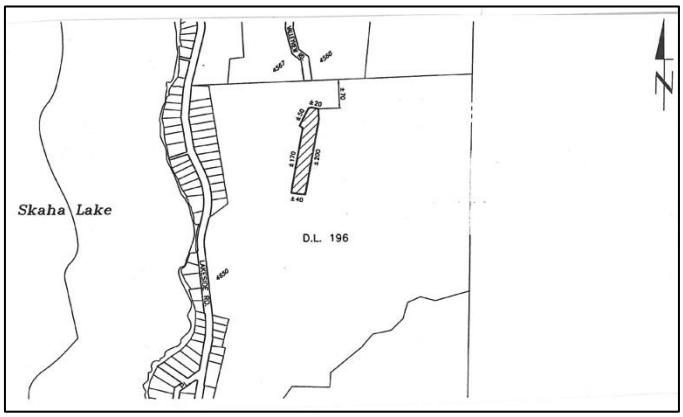


Figure 14 - Location of Public Parking Lot at 4650 Lakeside Road

.5 In the case of Lot 148, District Lot 187, SDYD, Plan 450 located at 1056 Corbishley Avenue, ***agri-tourism accommodation*** on a ***farm***, shall be permitted.

.6 In the case of Lot 128, District Lot 204, SDYD, Plan 450 located at 1291 Corbishley Avenue, ***agri-tourism accommodation*** on a ***farm***, shall be permitted.

.7 In the case of Lot 3, District Lot 187, SDYD, Plan 23377, located at 468 Lower Bench Road, an additional ***short term rental*** suite, shall be permitted.

.8 In the case of Lot 6, District Lot 155, SDYD, Plan 306, Except Plan 21731 located at 398 Upper Bench Rd. South, ***Contractor Services, General***, shall be permitted subject to the following conditions:

.a That the non-farm use be limited to a landscaping business; and

.b That the storage of heavy machinery be limited to not more than 5% of the property and be screened from view from Upper Bench Rd. and neighbouring properties.

(Please also refer to site specific provision 9.2.6.13)

.9 In the case of Parcel B (DD28224F), Plan B1152 of Block C DL204, Similkameen Division Yale District, Plan 305 Except Part on Plan 35371, located at 948 Naramata Road, a ***Craft Brewery/Distillery,*** shall be permitted.

.10 In the case of Lot 3, District Lot 187, Similkameen Division Yale District, Plan 23377, located at 468 Lower Bench Road, a 20 suite hotel and operator dwelling unit shall be permitted and, notwithstanding section 9.2.2 Subdivision and Development Regulations, a maximum parcel coverage of 35% for all buildings is permitted.

.11 In the case of Lot 206, DL587, SDYD, Plan 466, located at 3550 Valleyview Road, ***agri-tourism accommodation*** shall be permitted.

.12 In the case of Lot B, DL187, SDYD, Plan 38091, located at 856 Carder Road, agri-tourism accommodation, with a maximum of six (6) ***sleeping units***, shall be permitted.

.13 In the case of Lot 6, District Lot 155 Similkameen Division Yale District Plan 306 Except Plan 21731, located at 398 Upper Bench Road South, a ***carriage house*** and ***a bed and breakfast home*** shall be permitted. (Please also refer to site specific provision 9.2.6.8)

.14 In the case of Lot 2 District Lot 587 Similkameen Division Yale District Plan 15877 Except Plans 20013 and 20826, located at 3810 Valleyview Road, ***agri-tourism accommodation*** is a permitted use with a maximum of three (3) ***sleeping units***.

9.3 RC – Country Residential Housing

PURPOSE

The purpose is to provide a zone for low-***density*** single detached housing on large rural ***lots***.

9.3.1 PERMITTED USES

The ***permitted uses*** in this ***zone*** are:

.1 ***accessory use, building*** or ***structure***
.2 ***agricultural use***
.3 ***bed and breakfast home*** (subject to specific use regulation 7.2)
.4 ***carriage house*** (subject to accessory suites regulation 8.2)
.5 ***major home occupation*** (subject to specific use regulation 7.4)
.6 ***minor home occupation*** (subject to specific use regulation 7.3)
.7 ***one single detached dwelling***
.8 ***rural home occupation*** (subject to specific use regulation 7.5)
.9 ***secondary suite*** (subject to accessory suites regulation 8.1)
.10 ***short term rental*** (subject to specific use regulation 7.6)

9.3.2 SUBDIVISION AND DEVELOPMENT REGULATIONS

Subdivision Regulations:		
.1	Minimum ***lot width***:	45 m
.2	Minimum ***lot area***:	0.4 ha
Development Regulations:		
.3	Maximum ***lot coverage***:	15%
.4	Maximum ***height***:	
	.a ***principal building***	10.5 m
	.b ***accessory building*** or ***structure***	5.0 m
.5	Minimum ***front yard***:	9.0 m
.6	Minimum ***side yard***:	
	.a ***interior side yard***	4.0 m
	.b ***exterior side yard***	6.0 m
.7	Minimum ***rear yard***:	6.0 m
.8	Maximum combined ***building footprint*** of all residential ***accessory buildings***:	200 m^2

9.3.3 SITE SPECIFIC PROVISIONS

In addition to the ***permitted uses*** above:

.1 In the case of Lots 1 – 10, Plan KAS2711, located at 112 Penrose Court and **Lot** 1 KAP 73860:

.a Instead of the ***uses*** and regulations listed within the RC zone, the following ***uses*** are permitted and the following regulations apply:

.i ***single detached dwelling***
.ii ***major home occupation*** (subject to specific use regulation 7.4)
.iii ***accessory use, building*** or ***structure***

.b ***SUBDIVISION AND DEVELOPMENT REGULATIONS***

.i	Minimum ***lot width***:	45 m
.ii	Minimum ***lot area***:	0.4 ha

.iii	Maximum ***lot*** coverage:	15%
.iv	Maximum ***height***:	
	i. ***principal building***	10.5 m
	ii. ***accessory building*** or ***structure***	5.0 m
.v	***Parent parcel*** requirements:	
	i. mini***mum front yard***	10.0 m
	ii. ***mini***mum ***side yard***	
	a. ***interior side yard***	4.0 m
	b. ***exterior side yard***	6.0 m
	iii. ***minimum rear yard***	7.5 m

.2 In the case of Sub Lot 10 District Lot 2711 Similkameen Division Yale District Plan 1190, located at 1530 Reservoir Road, notwithstanding section 9.3.2.5, the minimum front yard shall be 4.5m.

Chapter 10 – **Urban Residential Zones**

10.1 R4-L – Small-Scale Multi-Unit Residential: Large Lot

PURPOSE

The purpose is to provide a ***zone*** for small-scale, multi-unit residential developments including ***single detached dwellings, secondary suites, carriage houses, duplexes, townhouses*** and small ***apartments*** allowing up to 4 units on larger-sized urban serviced ***lots***.

10.1.1 PERMITTED USES

The ***permitted uses*** in this ***zone*** are:

.1 ***accessory use, building*** or ***structure***
.2 ***apartment***
.3 ***carriage house*** (subject to accessory suites regulation 8.2)
.4 ***congregate housing***
.5 ***one or more back-to-back duplexes, side-by-side duplexes, or stacked duplexes***
.6 ***duplex suite*** (subject to accessory suites regulation 8.3)
.7 ***major home occupation*** (subject to specific use regulation 7.4)
.8 ***minor home occupation*** (subject to specific use regulation 7.3)
.9 ***one or more single detached dwellings***
.10 ***secondary suite*** (subject to accessory suites regulation 8.1)
.11 ***short term rental*** (subject to specific use regulation 7.6)
.12 ***townhouse***

10.1.2 SUBDIVISION AND DEVELOPMENT REGULATIONS

Subdivision Regulations:		
.1	Minimum ***lot width***:	
	.a *standard lot*	16 m
	.b ***corner lot***	18 m
.2	Minimum ***lot area***:	560 m^2
Development Regulations:		
.3	Maximum ***lot coverage***:	40%
.4	Maximum ***density***:	4 ***dwelling units***
.5	Maximum ***height***:	
	.a ***principal building***	11.0 m and 3 ***storeys*** above ***approved grade***
	.b ***accessory building*** or ***structure***	4.5 m
.6	Minimum ***front yard*** (subject to general development regulation 4.2.6):	4.5 m
	.a except ***lots*** fronting Lakeshore Drive West:	9.0 m
.7	Minimum interior ***side yard***:	
	.a ***principal building***	1.5 m
	.b ***accessory building or structure***	1.2 m
.8	Minimum exterior ***side yard***:	
	.a ***principal building***	3.0 m
	.b ***accessory building or structure***	1.2 m

.9	Minimum ***rear yard***:		
	.a	***principal building***	6.0 m
	.b	***accessory building*** or ***structure***	1.5 m
.10	Maximum combined ***building footprint*** of all ***accessory buildings***:		75 m^2

10.1.3 OTHER REGULATIONS

.1 Where a rear ***lane*** is provided, vehicular access must be from the rear ***lane***.

.2 A clear, unobstructed, hard-surfaced, and maintained pedestrian access at least 1.2 m in width, must be provided from the front of the ***lot*** to the main entry of each ***dwelling unit***.

.3 A ***major home occupation*** shall only be permitted within a ***single detached dwelling*** or ***accessory building*** and on ***lots*** containing no more than two ***dwelling units***.

10.1.4 AMENITY SPACE

.1 ***Amenity space*** shall be provided at the rate of 20 m^2 for each ***dwelling unit***.

.2 25% of required ***amenity space*** must be provided at the ground floor level.

.3 A maximum of 20% of the required ***amenity space*** may be provided as ***amenity space, indoor.***

10.1.5 SITE SPECIFIC PROVISIONS

In addition to the ***permitted uses*** above:

.1 A ***bed and breakfast home*** shall be permitted on the following ***lots***:

- .a Lot 2, Plan 26294, located at 185 Middle Bench Road South;
- .b Lot 1, Plan 31303, located at 2510 Dartmouth Drive;
- .c Lot 1, District Lot 116 SDYD Plan 19512 Except Plan 29643, located at 168 Kirkpatrick Avenue;
- .d Lot A, District Lot 3 Group 7 SDY (Formerly Yale-Lytton) District Plan KAP74500, except Plan KAP89094, located at 1050 Churchill Avenue.

.2 In the case of Lot 10 DP 196 SDYD Plan 25110, located at 4596 Lakeside Road, the keeping of not more than 3 horses, shall be permitted.

.3 In the case of Lot A, District Lot 3, SDYD, Plan KAP74500, located at 1050 Churchill Avenue, an ***Emergency Shelter***, shall be permitted.

.4 In the case of Lot 1, District Lot 189 Similkameen Division Yale District, Plan 18867, located at 96 Yorkton Avenue, a ***day care centre, major,*** shall be permitted and hours of operation are restricted to 6:00 a.m. – 7:00 p.m.

.5 In the case of Lot 2, District Lot 115, SDYD, Plan 14604, located at 1786 Fairford Drive, a ***carriage house*** with vehicular access from a ***street*** is permitted in conjunction with a ***secondary suite*** in the principal ***dwelling***.

.6 In the case of Lot 2 District Lot 202 Similkameen Division Yale District Plan 6240 and That Portion of Closed Road in District Lot 202 Similkameen Division Yale District Adjoining Lot 2 District Lot 202 Similkameen Division Yale District Plan 6420 As Shown on Plan B7815, located at 174 and 176 Jermyn Avenue, a ***major day care centre*** shall be permitted.

10.2 R4-S – Small-Scale Multi-Unit Residential: Small Lot

PURPOSE

The purpose is to provide a ***zone*** for small-scale, multi-unit residential developments including ***single detached dwellings, secondary suites, carriage houses, duplexes, townhouses*** and small ***apartments*** allowing up to 4 units on smaller-sized urban serviced ***lots***.

10.2.1 PERMITTED USES

The ***permitted uses*** in this ***zone*** are:

.1 ***accessory use, building*** or ***structure***
.2 ***apartment***
.3 ***carriage house*** (subject to accessory suites regulation 8.2)
.4 ***congregate housing***
.5 ***one or more back-to back duplexes, side-by-side duplexes, or stacked duplexes***
.6 ***duplex suite*** (subject to accessory suites regulation 8.3)
.7 ***major home occupation*** (subject to specific use regulation 7.4)
.8 ***minor home occupation*** (subject to specific use regulation 7.3)
.9 ***one or more single detached dwellings***
.10 ***secondary suite*** (subject to accessory suites regulation 8.1)
.11 ***short term rental*** (subject to specific use regulation 7.6)
.12 ***townhouse***

10.2.2 SUBDIVISION AND DEVELOPMENT REGULATIONS

Subdivision Regulations:		
.1	Minimum ***lot width***:	
	.a standard lot	9.1 m
	.b ***corner lot***	10.5 m
.2	Minimum ***lot area***:	280 m^2
Development Regulations:		
.3	Maximum ***lot coverage***:	50%
.4	Maximum ***density***:	4 ***dwelling units***
.5	Maximum ***height***:	
	.a ***principal building***	11.0 m and 3 ***storeys*** above ***approved grade***
	.b ***accessory building*** or ***structure***	4.5 m
.6	Minimum ***front yard*** (subject to general development regulation 4.2.6):	4.5 m
.7	Minimum interior ***side yard***:	
	.a ***principal building***	1.5 m
	.b ***accessory building or structure***	1.2 m
.8	Minimum exterior ***side yard***:	
	.a ***principal building***	3.0 m
	.b ***accessory building or structure***	1.2 m
.9	Minimum ***rear yard***:	
	.a ***principal building***	6.0 m
	.b ***accessory building*** or ***structure***	1.5 m
.10	Maximum combined ***building footprint*** of all ***accessory buildings***:	75 m^2

10.2.3 Other Regulations

.1 Where a rear ***lane*** is provided, vehicular access must be from the rear ***lane***.

.2 A clear, unobstructed, hard-surfaced, and maintained pedestrian access, at least 1.2m in width, must be provided from the front of the ***lot*** to the main entry of each ***dwelling unit***.

.3 A ***major home occupation*** shall only be permitted within a ***single detached dwelling*** or ***accessory building*** and on ***lots*** containing no more than two ***dwelling units***.

10.2.4 Amenity Space

.1 ***Amenity space*** shall be provided at the rate of 20 m^2 for each ***dwelling unit***.

.2 25% of required ***amenity space*** must be provided at the ground floor level.

.3 A maximum of 20% of the required ***amenity space*** may be provided as ***amenity space, indoor***.

10.2.5 Site Specific Provisions

In addition to the ***permitted uses*** above:

.1 A ***bed and breakfast home*** shall be permitted on the following ***lots***:

.e Lot 1, District Lot 4, Group 7, SDY (Formerly Yale-Lytton) District, Plan 26701, located at 396 Lakeshore Drive West;

.f Lot 1 District Lot 4 Group 7 Similkameen Division Yale (Formerly Yale-Lytton) District Plan 35081, located at 434 Lakeshore Drive West.

.2 In the case of Lot B, District Lot 115, Similkameen Division Yale District, Plan KAP49954, located at 187 Wyles Crescent, a ***day car centre, major*** up to 25 children, shall be permitted, with hours of operation restricted to 7:00 a.m. to 6:00 p.m.

.3 In the case of Lot 10, Block 32, District Lot 202, SDYD, Plan 269 located at 125 Eckhardt Avenue East, ***assembly*** and ***office*** uses, shall be permitted.

.4 In the case of Lot 3, District Lot 4 Similkameen Division Yale (Formerly Yale-Lytton) Plan 2580, located at 264 Wade Avenue West, an ***office***, shall be permitted.

.5 In the case of Lot 6, District Lot 202, Similkameen Division Yale District, Plan 804, located at 633 Winnipeg Street, ***congregate housing***, subject to conformance with the *Community Care and Assisted Living Act* for a maximum of 12 residents, excluding staff, shall be permitted.

.6 In the case of Strata Plans EPS5000, EPS4999, EPS5614 and EPS5613, located at 765 Ontario Street, 769 Ontario Street, 777 Ontario Street, and 781 Ontario Street, two ***dwelling units***, with vehicular access from the street shall be permitted.

10.3 RM1 – Bareland Strata Housing

PURPOSE

The purpose is to provide a ***zone*** for residential single-family bareland strata developments on urban services.

10.3.1 PERMITTED USES

The ***permitted uses*** in this ***zone*** are:

.1 ***accessory use, building*** or ***structure***
.2 ***duplex suite*** (subject to accessory suites regulation 8.3)
.3 ***minor home occupation*** (subject to specific use regulation 7.3)
.4 ***one or more duplexes***
.5 ***one or more single-family dwellings***
.6 ***secondary suite*** (subject to accessory suites regulation 8.1)
.7 ***short term rental*** (subject to specific use regulation 7.6)
.8 ***townhouse***

10.3.2 SUBDIVISION AND DEVELOPMENT REGULATIONS

Subdivision Regulations:		
.1	Minimum ***parent parcel*** width:	40 m
.2	Minimum ***parent parcel*** area:	6000 m^2
Development Regulations:		
.3	Maximum ***parent parcel density***:	40 ***dwellings***/ha
.4	***Parent parcel*** requirements:	
	.a Minimum ***front yard***	4.5 m
	.b Minimum ***side yard***	
	.i ***interior side yard***	4.5 m
	.ii ***exterior side yard***	4.5 m
	.c Minimum ***rear yard***	4.5 m
.5	Maximum ***strata lot coverage***:	
	.a single ***storey building***	50%
	.b two (2) ***storey building***	40%
.6	Maximum ***height***:	
	.a ***principal building***	8.5 m
	.b ***accessory building*** or ***structure***	5.0 m

10.3.3 SITE SPECIFIC PROVISIONS

.1 In the case of Lot 2, District Lots 2710 and 3821S, Similkameen Division Yale District, Plan 26850, located at 1760 Carmi Avenue, ***townhouses*** are not permitted.

.2 In the case of Lot A District Lot 2710 Similkameen Division Yale District Plan EPP108577, located at 2990 Partridge Drive (formerly known as 2990, 2995 and 3000 Partridge Drive), duplexes and townhouses shall not be permitted, and the maximum building height for principal buildings shall be 10.5m.

.3 In the case of Lot B District Lot 2710 Similkameen Division Yale District Plan 43260 Except Plans KAP72732 and EP74771 and Lot A District Lot 2710 Similkameen Division Yale District Plan KAP70035, located at 850 Wiltse Boulevard and 160 Crow Place, townhouses and duplexes shall not be permitted, and the maximum building height for principal buildings shall be 10.5m.

10.4 RM2 – Low Density Multiple Housing

PURPOSE

The purpose is to provide a ***zone*** for low ***density multiple housing*** up to three (3) ***storeys*** above grade on urban services.

10.4.1 PERMITTED USES

The ***permitted uses*** in this ***zone*** are:

.1 ***accessory use, building*** or ***structure***
.2 ***apartment***
.3 ***cluster housing***
.4 ***congregate housing***
.5 ***day care centre, major***
.6 ***minor home occupation*** (subject to specific use regulation 7.3)
.7 ***short term rental*** (subject to specific use regulation 7.6)
.8 ***townhouse***

10.4.2 SUBDIVISION AND DEVELOPMENT REGULATIONS

Subdivision Regulations:		
.1	Minimum ***lot width***:	
	.a standard ***lot***	18 m
	.b ***corner lot***	19.5 m
.2	Minimum ***lot area***:	540 m^2
Development Regulations:		
.3	Maximum ***lot coverage***:	40%
.4	Maximum ***density***:	0.8 ***FAR***
.5	Maximum ***height***:	
	.a ***principal building***	12 m
	.b ***accessory building*** or ***structure***	4.5 m
.6	Minimum ***front yard*** (subject to general development regulations 4.2.6):	3.0 m
	.a except ***lots*** fronting Lakeshore Drive West:	9.0 m
.7	Minimum ***interior side yard***:	
	.a ***principal building***	3.0 m
	.i When less than 8.0 m in height and not exceeding two (2) storeys	1.5 m
	.b ***accessory building*** or ***structure***	1.2 m
.8	Minimum ***exterior side yard***	
	.a ***principal building***	4.5 m
	.b ***accessory building*** or ***structure***	1.2 m
.9	Minimum ***rear yard***	6.0 m

10.4.3 OTHER REGULATIONS

.1 In cases where a ***dwelling unit*** faces the back of the ***lot***, a clear, unobstructed and maintained access from the front of the property to the back unit at least 1.2 m in width, must be provided.

10.4.4 AMENITY SPACE

.1 ***Amenity space*** shall be provided at the rate of 20 m^2 for each ***dwelling unit***.

.2 25% of the required ***amenity space*** must be provided at the ground floor level.

.3 A maximum of 20% of the total required ***amenity space*** may be provided as ***amenity space, indoor.***

10.4.5 SITE SPECIFIC PROVISIONS

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

.2 In the case of Lot 1, District Lot 4, Group 7, Similkameen Division Yale District, Plan 2689, located at 476 Lakeshore Drive West, the maximum density shall be 0.85 ***FAR.***

.3 In the case of Lot 24, Group 7, Similkameen Division Yale (Formerly Yale-Lytton) District, Plan 932, located at 337 Hastings Avenue, the following regulations shall apply:

.a Minimum ***lot width*** of 14.6m;

.b Maximum Density, ***Floor Area Ratio (FAR)*** of 0.90;

.c Maximum ***Lot Coverage*** of 48%;

.d Maximum ***Building Height*** of 7.0m;

.e Minimum ***Interior Side Yard*** of 1.6m; and

.f Waive the requirement for one (1) visitor ***parking space.***

.4 In the case of Lot 1 District Lot 4 Group 7 Similkameen Division Yale (Formerly Yale-Lytton) District Plan 2444, located at 452 Lakeshore Drive West, a maximum of four (4) ***dwelling units*** are permitted.

.5 In the case of Lot 3 District Lots 202 and 249 Similkameen Division Yale District Plan 3350, located at 533 Forestbrook Drive, a maximum of four (4) ***dwelling units*** shall be permitted.

.6 In the case of Lot B District Lot 2710 Similkameen Division Yale District Plan 43260 Except Plans KAP72732 and EP74771 and Lot A District Lot 2710 Similkameen Division Yale District Plan KAP70035, located at 850 Wiltse Boulevard and 160 Crow Place (adjacent to Hawthorn Drive cul-de-sac), apartments shall not be permitted, and principal building height is limited to three (3) storeys.

10.5 RM3 – Medium Density Multiple Housing

PURPOSE

The purpose of this ***zone*** is to provide a zone for **medium density multiple housing** up to six (6) **storeys** above grade on urban services.

10.5.1 PERMITTED USES

The ***permitted uses*** in this ***zone*** are:

.1 ***accessory use, building*** or ***structure***
.2 ***apartment***
.3 ***congregate housing***
.4 ***day care centre, major***
.5 ***extended care residence***
.6 ***minor home occupation*** (subject to specific use regulation 7.3)
.7 ***short term rental*** (subject to specific use regulation 7.6)
.8 ***townhouse***

10.5.2 SUBDIVISION AND DEVELOPMENT REGULATIONS

Subdivision Regulations:		
.1	Minimum ***lot width***:	25 m
.2	Minimum ***lot area***:	1400 m^2
Development Regulations:		
.3	Maximum ***lot coverage***:	50%
.4	Maximum ***density***:	1.6 ***FAR***
.5	Maximum ***height***:	
	.a ***principal building***	24 m
	.b ***accessory building*** or ***structure***	4.5 m
.6	Minimum ***front yard*** (subject to general development regulation 4.2.6)**:**	3.0 m
	.a except ***lots*** fronting Lakeshore Drive West:	9.0 m
.7	Minimum ***interior side yard***:	4.5m
.8	Minimum ***exterior side yard***:	4.5 m
.9	Minimum ***rear yard***:	6.0 m

10.5.3 AMENITY SPACE

.1 ***Amenity space*** shall be provided at the rate of 20 m^2 for each ***dwelling unit***.

.2 25% of the required ***amenity space*** must be provided at the ground floor level.

.3 A maximum of 20% of the total required ***amenity space*** may be provided as ***amenity space, indoor.***

10.5.4 OTHER REGULATIONS

.1 A maximum of 60% of the ***lot*** shall be covered with ***hard surfacing***, including ***buildings***, ***structures***, parking areas, driveways, ***walkways***, ***patios*** and similar construction.

10.5.5 SITE SPECIFIC PROVISIONS

.1 In the case of Lot A, District Lot 4, Group 7, Similkameen Division Yale (Formerly Yale Lytton) District, Plan KAP77551, located at 453 Winnipeg Street, ***office***, shall be permitted.

.2 In the case of Lot E, District Lot 4, Group 7, Similkameen (Formerly Yale Lytton) Division Yale District, Plan 502, Except Plan B4474, located at 232 Wade Avenue, parking shall be permitted.

.3 In the case of consolidated Lot C District Lot 3 Group 7 Similkameen Division Yale (Formerly Yale-Lytton) District Plan 3072, located at 914 Churchill Avenue, Lot 5 District Lot 3 Group 7 Similkameen Division Yale (Formerly Yale-Lytton) District Plan 929, located at 920 Churchill Avenue, and Lot 6 District Lot 3 Group 7 Similkameen Division Yale (Formerly Yale-Lytton) District Plan 929, located at 926 Churchill Avenue, the maximum density shall be 1.98 FAR.

.4 In the case of Lot B District Lot 3 Group 7 Similkameen Division Yale (Formerly Yale Lytton) District Plan EPP112534, located at 951 Dynes Avenue, and Lot A District Lot 3 Group 7 Similkameen Division Yale (Formerly Yale Lytton) District Plan EPP112534, located at 963 Dynes Avenue, apartments shall not be a permitted use.

10.6 RM4 – High Density Multiple Housing

PURPOSE

The purpose is to provide a ***zone*** for high-***density*** mid-rise ***apartments*** up to eight (8) ***storeys*** above grade on urban services.

10.6.1 PERMITTED USES

The ***permitted uses*** in this ***zone*** are:

.1 ***accessory use, building*** or ***structure***
.2 ***apartment***
.3 ***congregate housing***
.4 ***daycare centre, major***
.5 ***extended care residence***
.6 ***minor home occupation*** (subject to specific use regulation 8.4)
.7 ***short term rental*** (subject to specific use regulation 7.6)

10.6.2 SUBDIVISION AND DEVELOPMENT REGULATIONS

Subdivision Regulations:		
.1	Minimum ***lot width***:	30 m
.2	Minimum ***lot area***:	2000 m^2
Development Regulations:		
.3	Maximum ***lot coverage***:	75%
.4	Maximum ***density***:	2.0 ***FAR***
.5	Maximum ***height***:	
	.a ***principal building***	27 m
.6	Minimum ***front yard***:	3.0 m
	.a except ***lots*** fronting Lakeshore Drive West:	9.0 m
.7	Minimum ***interior side yard***:	4.5m
.8	Minimum ***exterior side yard***:	6.0 m
.9	Minimum ***rear yard***:	6.0 m

10.6.3 AMENITY SPACE

.1 ***Amenity space*** shall be provided at the rate of 20 m^2 for each ***dwelling unit***.

.2 A maximum of 20% of the total required ***amenity space*** may be provided as ***amenity space, indoor***.

10.6.4 OTHER REGULATIONS

.1 ***Townhouse*** units within an ***apartment*** use may be permitted on the first floor along a ***street*** frontage.

.2 A maximum of 85% of the ***lot*** shall be covered with ***hard surfacing***, including ***buildings***, ***structures***, parking areas, driveways, ***walkways***, ***patios*** and similar construction.

10.6.5 SITE SPECIFIC PROVISIONS

Instead of the ***uses*** and regulations listed above:

.1 In the case of Strata Plan KAS2716, located at 100 Lakeshore Drive West, 160 Lakeshore Drive West, and 75 Martin Street, the following regulations apply:

SUBDIVISION AND DEVELOPMENT REGULATIONS

.a	Maximum ***height***:	
	.i ***principal building***	46.0m

.b	Minimum ***front yard***:	6.0 m
.c	Minimum ***rear yard***:	9.0 m

.2 In the case of Strata Plan KAS3830, located at 2113 Atkinson Street and 2125 Atkinson Street, the following regulations apply:

.a	Maximum ***height***:		
	.i	***principal building***	30.5 m
	.ii	***accessory building*** or ***structure***	5 m
.b	***Street setbacks***:		
	principal building		
	.i	Atkinson Street	7.6 m
	.ii	Warren Avenue	7.6 m
	accessory building		
	.i	Atkinson Street	4.2 m
	.ii	Warren Avenue	6.1 m
.c	***Yard setbacks***:		
	principal building		
	.i	west ***side yard***	7.6 m
	.ii	south ***side yard***	7.6 m
	accessory building		
	.i	west ***side yard***	5.0 m
	.ii	south ***side yard***	5.0 m
.d	Notwithstanding Chapter 6, off street parking requirements are as follows::		
	.i	***bachelor dwelling unit***	1.0 per unit
	.ii	1 *bedroom* ***dwelling unit***	1.5 per unit
	.iii	2 *bedroom* ***dwelling unit***	1.5 per unit
	.iv	3 *bedroom* ***dwelling unit*** and greater	2.0 per unit
	.v	Up to 25% of total required ***parking spaces*** may be designated for small car ***use***	

.e An ***accessory building*** containing common facilities for private ***use*** by residents shall conform to the ***setback*** requirements identified in Section 10.11.5.2.b and 10.11.5.2.c of this Bylaw.

10.7 RM5 – Urban Residential

PURPOSE

The purpose is to provide a ***zone*** for ***medium*** to ***high density multiple housing*** with lock-off ***flex units*** accommodating small scale commercial space or additional ***dwelling units***, up to four (4) ***storeys*** above grade on urban services around the periphery of the downtown.

10.7.1 PERMITTED USES

The ***permitted uses*** in this zone are:

.1 ***accessory use, building or structure***
.2 ***apartment***
.3 ***duplex***
.4 ***dwelling unit***
.5 ***flex unit*** (subject to accessory suites regulation 8.4)
.6 ***minor home occupation*** (subject to specific use regulation 7.3)
.7 ***short term rental*** (subject to specific use regulation 7.6)
.8 ***townhouse***

Only the following commercial ***uses*** are permitted in a ***flex-unit***:

.9 ***artisan craft***
.10 ***office***
.11 ***personal service establishment***

10.7.2 SUBDIVISION AND DEVELOPMENT REGULATIONS

Subdivision Regulations:		
.1	Minimum ***lot width***:	10 m
.2	Minimum ***lot area***:	275 m^2
Development Regulations:		
.3	Maximum ***lot coverage***:	100%
.4	Maximum ***density***:	2.0 ***FAR***
.5	Maximum ***height***:	15 m
.6	Minimum ***front yard***	2.5 m
.7	Minimum ***interior side yard***:	0.0 m
.8	Minimum ***exterior side yard***:	2.5 m
.9	Minimum ***rear yard***:	0.0 m

10.7.3 OTHER REGULATIONS

.1 Where a ***lane*** is provided, vehicular access must be from the ***lane***.

.2 ***Flex units*** are limited to a maximum ***floor area*** of 40% of the total ***net floor area*** of the principal ***dwelling***, up to a maximum of 150 m^2 and may not be separately titled from the principal ***dwelling*** or be strata titled separately from the principal ***dwelling***.

.3 Notwithstanding Section 10.12.2.6 and 10.12.2.8 of this Bylaw, stairs, ***balconies*** and architectural projections that do not constitute greater than 25% of the ***building face*** of the front elevation, may project a maximum of 2.5 m into the required ***front yard*** or ***exterior side yard***.

10.8 RSM – Manufactured Home Park Housing

PURPOSE

The purpose is to provide a ***zone*** for ***manufactured homes*** on individual ***manufactured home spaces*** within a ***manufactured home park***.

10.8.1 PERMITTED USES

The ***permitted uses*** in this ***zone*** are:

.1 ***accessory use, building*** or ***structure***
.2 ***minor home occupation*** (subject to specific use regulation 7.3)
.3 ***manufactured home park***
.4 ***manufactured home*** for the ***owner*** or caretaker
.5 ***one single detached dwelling***
.6 ***short term rental*** (subject to specific use regulation 7.6)

10.8.2 SUBDIVISION AND DEVELOPMENT REGULATIONS

Subdivision Regulations:		
.1	Minimum ***manufactured home park lot width***:	50.0 m
.2	Minimum ***manufactured home park lot*** depth:	50.0 m
.3	Minimum ***manufactured home park lot area***:	2.0 ha
.4	Minimum ***manufactured home space*** area	280 m^2
.5	Minimum ***manufactured home space*** width	11.0 m
Development Regulations:		
.6	Maximum ***density***:	25 ***dwelling***s / ha
.7	Maximum ***manufactured home park lot coverage***:	45%
.8	Maximum ***height***:	
	.a ***principal building***	lesser of 6.0 m or 1 ***storey***
	.b ***accessory building*** or ***structure***	4.5 m
.9	Minimum ***setbacks*** for ***manufactured home park***:	
	.a ***front yard***	6.0 m
	.b ***interior side yard***	6.0 m
	.c ***exterior side yard***	6.0 m
	.d ***rear yard***	6.0 m
.10	Minimum ***manufactured home space interior side yard***	1.5 m and 3.0 m
.11	Minimum ***manufactured home space exterior side yard***	3.5 m
.12	Maximum ***lot coverage*** for ***manufactured home space***	45%

10.8.3 OTHER REGULATIONS

.1 Each ***manufactured home space*** shall be permitted a maximum of one (1) detached storage shed or ***accessory building*** or ***structure***, subject to the following:

.a Maximum ***building footprint*** of 10 m^2,

.b Maximum ***height*** of 2.5 m,

.c Located to the rear of the ***manufactured home*** on the ***manufactured home space***,

.d Be located no closer than 1.5 m of the boundary of the ***manufactured home space***, and

.e Be located no closer than 1.2 m from the ***manufactured home***.

10.8.4 LANDSCAPING BUFFER

.1 A ***landscape buffer*** shall be provided around the boundary of a ***manufactured home park*** in accordance with the ***landscape buffer*** standards identified in Section 5.2 of this Bylaw.

.2 In a required buffer area, the following shall apply:

.a No recreation, ***amenity*** or service areas shall be located,

.b No ***building*** or ***structures*** shall be located, and

.c No garbage disposal areas or other use shall be located.

10.8.5 AMENITY SPACE REQUIREMENTS

.1 ***Amenity space*** shall be provided in the amount of 900.0 m^2 for every 25 ***manufactured home spaces*** provided.

.2 ***Amenity space, indoor*** and ***amenity space, outdoor*** may be used to provide the total required ***amenity space***.

Chapter 11 – **Commercial Zones**

11.1 C1 –Commercial Transition

PURPOSE

This ***zone*** provides for limited, small scale, commercial development in mostly residential areas.

11.1.1 PERMITTED USES

The ***permitted uses*** in this zone are:

.1 ***accessory use, building*** *or* ***structure***
.2 ***artisan crafts***
.3 ***bed and breakfast home*** (subject to specific use regulation 8.2)
.4 ***boarding house***
.5 ***convenience store***
.6 ***day care centre, major***
.7 ***one duplex***
.8 ***health service***
.9 ***high technology service***
.10 ***live-work unit*** (subject to specific use regulation 7.8)
.11 ***minor home occupation*** (subject to specific use regulation 7.3)
.12 ***major home occupation*** (subject to specific use regulation 8.4)
.13 ***office***
.14 ***personal service establishment***
.15 ***one single detached dwelling***
.16 ***restaurant***
.17 ***short term rental*** (subject to specific use regulation 7.6)

11.1.2 SUBDIVISION AND DEVELOPMENT REGULATIONS

Subdivision Regulations:		
.1	Minimum ***lot width***:	13.0 m
.2	Minimum ***lot area***:	550 m^2
Development Regulations:		
.3	Maximum ***lot coverage***:	40%
.4	Maximum ***height***:	10.5 m
.5	Minimum ***front yard***:	3.0 m
.6	Minimum ***interior side yard***:	1.5 m
.7	Minimum ***exterior side yard***:	4.5 m
.8	Minimum ***rear yard***:	6.0 m

11.1.3 OTHER REGULATIONS

.1 A ***restaurant*** shall not exceed a maximum ***gross floor area*** of 100 m^2.

.2 The commercial component of the ***live-work unit*** must have an area of at least 40% of the ***dwelling unit***.

11.2 C2 – Neighbourhood Commercial

PURPOSE

This ***zone*** provides for a limited range of neighbourhood convenience services.

11.2.1 PERMITTED USES

The ***permitted uses*** in this ***zone*** are:

.1 ***accessory use, building*** *or* ***structure***
.2 ***artisan crafts***
.3 ***convenience store***
.4 ***day care centre, major***
.5 ***dwelling unit***
.6 ***minor home occupation*** (subject to specific use regulation 8.4)
.7 ***personal service establishment***
.8 ***restaurant***
.9 ***short term rental*** (subject to specific use regulation 7.6)

11.2.2 SUBDIVISION AND DEVELOPMENT REGULATIONS

Subdivision Regulations:		
.1	Minimum ***lot width***:	15.0 m
.2	Minimum ***lot area***:	550 m^2
Development Regulations:		
.3	Maximum ***lot coverage***:	40%
.4	Maximum ***height***:	10.5 m
.5	Minimum ***front yard***:	3.0 m
.6	Minimum ***interior side yard***:	2.4 m
.7	Minimum ***exterior side yard***:	3.0 m
.8	Minimum ***rear yard***:	3.5 m
	.a except where the ***lot abuts*** a ***residential zone***	6.0 m

11.2.3 OTHER REGULATIONS

.1 Commercial ***uses*** shall not exceed a maximum ***gross floor area*** of 125 m^2***.***

.2 A maximum of one (1) ***dwelling unit*** within a commercial ***building*** with a separate entrance to the outside shall be permitted.

11.3 C3 – Mixed Use Commercial

PURPOSE

This ***zone*** provides areas for a mix of medium-***density*** residential, ***office*** and limited retail or personal service commercial ***uses*** within a ***building***.

11.3.1 PERMITTED USES

The ***permitted uses*** in this ***zone*** are:

.1 ***accessory use, building*** *or* ***structure***
.2 ***artisan crafts***
.3 ***assembly***
.4 ***business support service***
.5 ***commercial school***
.6 ***congregate housing***
.7 ***day care centre, major***
.8 ***dwelling unit***
.9 ***funeral service***
.10 ***grocery store***
.11 ***health service***
.12 ***high technology service***
.13 ***indoor animal daycare and grooming***
.14 ***indoor recreation***
.15 ***live work unit*** (subject to specific use regulation 7.8)
.16 ***minor home occupation*** (subject to specific use regulation 8.4)
.17 ***office***
.18 ***personal service establishment***
.19 ***restaurant***
.20 ***retail store***
.21 ***short term rental*** (subject to specific use regulation 7.6)

11.3.2 SUBDIVISION AND DEVELOPMENT REGULATIONS

Subdivision Regulations:		
.1	Minimum ***lot width***:	18.0 m
.2	Minimum ***lot area***:	1000 m^2
Development Regulations:		
.3	Maximum ***lot coverage***:	50%
.4	Maximum ***density***:	2.0 ***FAR***
.5	Maximum ***height***:	18 m
.6	Minimum ***front yard***:	3.0 m
.7	Minimum ***interior side yard***:	4.5 m
.8	Minimum ***exterior side yard***:	4.5 m
.9	Minimum ***rear yard***:	6.0 m

11.3.3 OTHER REGULATIONS

.1 A minimum area of 10.0 m^2 of ***amenity space*** shall be provided per ***dwelling unit***.

.2 A maximum of 20% of the total required ***amenity space*** may be provided as ***amenity space, indoor***.

.3 A ***dwelling unit*** must be within the same ***building*** of a permitted commercial ***use***.

11.3.4 SITE SPECIFIC PROVISIONS

In addition to the ***uses*** listed above:

.1 In the case of ***Lot*** 4, DL. 3, Group 7, SDYD, Plan 8666 except Plan KAP 71490, located at 1070 Lakeshore Drive West, ***recreation equipment sales/rentals*** including motor scooters not exceeding engine displacement of 50cc and other motorized ***vehicles,*** and a ***bed and breakfast inn*** within a ***building*** with more than one ***dwelling unit,*** shall be permitted.

.2 In the case of Lot 1, District Lot 2, Group 7, Similkameen Division Yale (Formerly Yale-Lytton) District, Plan EPP82665, located at 697 Wade Avenue West, "public parking" and "***storage and warehousing***" shall be permitted uses.

11.4 C4 –General Commercial

PURPOSE

This ***zone*** provides for ***shopping centres,*** large format retail, and strip commercial ***uses***.

11.4.1 PERMITTED USES

The ***permitted uses*** in this ***zone*** are:

.1 ***accessory use, building*** or ***structure***
.2 ***animal clinic***
.3 ***artisan crafts***
.4 ***assembly***
.5 ***bakery***
.6 ***business support service***
.7 ***cannabis retail store***
.8 ***commercial school***
.9 ***day care centre, major***
.10 ***dwelling units***
.11 ***financial service***
.12 ***funeral service***
.13 ***government service***
.14 ***grocery store***
.15 ***health service***
.16 ***high technology service***
.17 ***household repair service***
.18 ***indoor amusement, entertainment and recreation***
.19 ***indoor animal daycare and grooming***
.20 ***liquor primary licensed premise***
.21 ***minor home occupation*** (subject to specific use regulation 7.3)
.22 ***office***
.23 ***on-site beer/wine making***
.24 ***outdoor markets***
.25 ***personal service establishment***
.26 ***public parking lot***
.27 ***restaurant***
.28 ***retail store***
.29 ***tourist accommodation***
.30 ***short term rental*** (subject to specific use regulation 7.6)

11.4.2 SUBDIVISION AND DEVELOPMENT REGULATIONS

Subdivision Regulations:		
.1	Minimum ***lot width***:	18.0 m
.2	Minimum ***lot area***:	1000 m^2
Development Regulations:		
.3	Maximum ***lot coverage***:	50%
.4	Maximum ***density***:	1.0 ***FAR***
.5	Maximum ***height***:	13 m
.6	Minimum ***front yard***:	3.0 m

.7	Minimum ***interior side yard***:	0 m and 4.5 m
.a	except when a lot ***abuts***, or is ***adjacent*** to, a residential or institutional ***zone***	6.0 m
.8	Minimum ***exterior side yard***:	4.5 m
.9	Minimum ***rear yard***:	3.0 m
.a	except when ***lot abuts,*** or is ***adjacent*** to, a residential or institutional ***zone*** or ***abuts*** a ***lane*** that is ***adjacent*** to a residential or institutional ***zone***	6.0 m

11.4.3 Other Regulations

.1 ***Dwelling units*** shall be restricted to second or higher ***storeys.***

.2 When outdoor seating is provided as part of a ***restaurant***, the seating area is exempt from the ***front*** and ***side yard*** requirements, provided that the area contains no permanent roofs and is surrounded by a perimeter fence, wall or hedge a minimum of 1.0 m and a maximum of 1.3 m in ***height***.

.3 Temporary ***uses*** including but not limited to ***vehicle*** and light equipment sales, ***carnivals***, retail sales within a tent, and similar ***uses*** are permitted for not more than ten (10) consecutive days in any in any six month period.

.4 ***Outdoor markets*** and similar ***uses*** are permitted not more than 4 days per month.

.5 A minimum of 5.0 m^2 of ***amenity space*** shall be provided per ***dwelling unit***.

.6 A maximum of 20% of the total required ***amenity space*** may be provided as ***amenity space, indoor***.

11.4.4 Site Specific Provisions

In addition to the ***uses*** permitted above:

.1 In the case of Strata ***Lot*** 1, DL 366, Plan KAS 1711 located at 1027 Westminster Ave. West, a residential ***use*** shall be permitted on the main floor.

.2 On ***Lot*** 1, District Lot 115 and 116, Similkameen Division Yale District, Plan 53757, located at 2111 Main Street, ***motor vehicle and equipment repair shop*** shall be permitted.

11.5 C5 – Urban Centre Commercial

PURPOSE

This ***zone*** provides for development of the financial, retail, entertainment, governmental and cultural core of the ***City*** by way of high-***density*** commercial and residential ***uses.***

11.5.1 PERMITTED USES

The ***permitted uses*** in this ***zone*** are:

.1 ***accessory use, building*** or ***structure***
.2 ***animal clinic***
.3 ***artisan crafts***
.4 ***assembly***
.5 ***auctions***
.6 ***bakery***
.7 ***bed and breakfast home*** (subject to specific use regulation 7.2)
.8 ***business support service***
.9 ***cannabis retail store***
.10 ***commercial school***
.11 ***community garden***
.12 ***convenience store***
.13 ***craft brewery/distillery***
.14 ***cultural exhibits***
.15 ***custom indoor manufacturing***
.16 ***day care centre, major***
.17 ***dwelling units***
.18 ***financial service***
.19 ***funeral service***
.20 ***government service***
.21 ***grocery store***
.22 ***health service***
.23 ***high technology service***
.24 ***household repair service***
.25 ***indoor amusement, entertainment and recreation***
.26 ***indoor animal daycare and grooming***
.27 ***liquor primary licensed premise***
.28 ***minor home occupation*** (subject to specific use regulation 7.3)
.29 ***office***
.30 ***on-site beer/wine making***
.31 ***outdoor market***
.32 ***personal service establishment***
.33 ***public parking lot***
.34 ***restaurant***
.35 ***retail store***
.36 ***short term rental*** (subject to specific use regulation 7.6)
.37 ***tourist accommodation***

11.5.2 SUBDIVISION AND DEVELOPMENT REGULATIONS

Subdivision Regulations:

.1	Minimum ***lot width***:	9.0 m

.2	Minimum ***lot area***:	275 m^2
Development Regulations:		
.3	Maximum ***lot coverage***:	100%
.4	Maximum ***density***:	6.0 ***FAR***
.5	Maximum ***height***:	36.6 m
	.a except Main ***Street*** – 100 Block up to and including 300 Block; and	15 m
	.b Front ***Street***	15 m
.6	Minimum ***front yard***:	0 m
.7	Minimum ***interior side yard***:	0 m
.8	Minimum ***exterior side yard***:	0 m
.9	Minimum ***rear yard***:	0 m

11.5.3 Other Regulations

.1 ***Dwelling units*** are restricted to second or higher ***storeys***.

.2 Notwithstanding Section 4.9 of this Bylaw, decorative ***building*** features such as cornices, ***balconies***, secured planters and wall and window trim may project up to 0.4 m from the ***building***, provided that the projection has a ***clearance*** above grade of at least 2.8 m from a public ***street*** and 4.5 m from a public ***lane***.

.3 Notwithstanding Section 4.9 of this Bylaw, canopies and **awnings** may project up to 1.5 m from a ***building***, provided that the projection has a ***clearance*** of 2.8 m from the established ***building grade*** of a sidewalk and 4.5 m above a public ***lane.***

.4 Notwithstanding Chapter 6 – Parking Regulations of this Bylaw, any commercial ***use*** identified in this ***zone*** shall not be required to provide any required ***vehicle parking*** or ***loading spaces***.

11.5.4 Site Specific Provisions

In addition to the ***uses*** permitted above:

.1 In the case of ***Lots*** 1-11, Block A, District ***Lot*** 4, Group 7,and on ***Lot*** A, Plan KAP49367, SDYD, Plan 373, located at 333 Martin Street, above the ground floor and on the ground floor in the areas designated on Schedules A and B to Bylaw 2003-67, ***congregate housing***, shall be permitted.

.2 In the case of ***Lot*** B, Plan 36574, located at 56 Forbes Street (Veterans Way), any portion of a ***building*** located 3.0m above grade and ***abutting*** the north ***property line*** shall have a ***setback*** of 6.0 m.

.3 In the case of ***Lot*** 1, Plan KAP 56198, located at 123 Nanaimo Avenue East, an ***emergency shelter,*** shall be permitted.

.4 In the case ***Lots*** A and B, District Lots 202 and 4, Group 7, Similkameen Division Yale District, Plan EPP106220, located at 260 Martin Street and 270 Martin Street, ***craft brewery/distillery,*** shall be permitted.

.5 In the case ***Lot*** 1, District Lot 4, Group 7, Similkameen Division Yale (Formerly Yale-Lytton) District, Plan EPP63826, located at 361 Martin Street, ***winery,*** shall be permitted.

.6 In the case of ***Lot*** 1, District Lot 4, Group 7, Similkameen Division Yale (Formerly Yale-Lytton) District, Plan EPP57755, located at 285 Nanaimo Ave W, residential ***uses*** shall be permitted on the first floor.

.7 In the case of ***Lot*** 5, Block 19, District Lot 202, Similkameen Division Yale District Plan 269, located at 532/536 Main Street, ***dwelling units*** on the ***first storey*** behind commercial spaces shall be permitted.

.8 In the case of ***Lots*** 1 and 2, DL 4, Group 7, SDYD (Formerly Yale Lytton), Plan EPP99696, located at 249 Westminster Avenue West and 285 Westminster Avenue West, a ***craft brewery/distillery*** and cidery shall be permitted.

.9 In the case of ***Lot*** 9, Block 15, DL 202, SDYD, Plan 269, located at 456 Main Street, one dwelling unit on the ***first storey*** behind the commercial space shall be permitted.

.10 In the case of ***Lot*** A District Lot 4 Group 7 Similkameen Division Yale (Formerly Yale-Lytton) District plan KAP49367, located at 352 Winnipeg Street, the use '***self-storage***' shall be permitted, limited to a maximum ***gross floor area*** of 505 m^2.

.11 In the case of ***Lot*** B District Lot 4 Group 7 Similkameen Division Yale (Formerly Yale-Lytton) District Plan 574, located at 461 Martin Street, a maximum of two ***dwelling units*** on the ***first storey*** shall be permitted.

11.6 C6 – Urban Peripheral Commercial

PURPOSE

This ***zone*** provides for mix of residential, commercial, ***office*** and retail or personal service commercial ***uses*** within a ***building*** located in the periphery of the downtown core.

11.6.1 PERMITTED USES

The ***permitted uses*** in this ***zone*** are:

.1 ***accessory use, building*** or ***structure***
.2 ***animal clinic***
.3 ***artisan crafts***
.4 ***assembly***
.5 ***bakery***
.6 ***business support service***
.7 ***call centre***
.8 ***cannabis retail store***
.9 ***commercial school***
.10 ***contractor service, limited***
.11 ***craft brewery/distillery***
.12 ***custom indoor manufacturing***
.13 ***day care centre, major***
.14 ***dwelling unit***
.15 ***financial service***
.16 ***funeral service***
.17 ***government service***, including ***outdoor storage***, works yards
.18 ***grocery store***
.19 ***health service***
.20 ***high technology service***
.21 ***home and on-site beer and/or wine making and supply centre***
.22 ***household repair service***
.23 ***indoor amusement, entertainment and recreation***
.24 ***indoor animal daycare and grooming***
.25 ***live work unit*** (subject to specific use regulation 7.8)
.26 ***motor vehicle and equipment repair shop***
.27 ***office***
.28 ***personal service establishment***
.29 ***restaurant***
.30 ***retail store***
.31 ***short term rental*** (subject to specific use regulation 7.6)
.32 ***wholesale business***

11.6.2 SUBDIVISION AND DEVELOPMENT REGULATIONS

Subdivision Regulations:		
.1	Minimum ***lot width***:	20.0 m
.2	Minimum ***lot area***:	650 m^2
Development Regulations:		
.3	Maximum ***lot coverage***:	100%
.4	Maximum ***height:***	21 m
.5	Minimum ***front yard***:	0.0 m

.6	Minimum ***interior side yard:***	0.0 m
	.a except when ***abutting*** a residential, public or institutional ***zone***	3.0m
.7	Minimum ***exterior side yard:***	0.0 m
.8	Minimum ***rear yard***:	
	.a except when ***abutting*** a ***residential, public*** or ***institutional zone***	0.0 m 6.0 m

11.6.3 OTHER REGULATIONS

.1 ***Dwelling units*** are restricted to second or higher ***storeys***.

.2 Notwithstanding Section 4.9 of this Bylaw, decorative ***building*** features such as cornices, ***balconies***, secured planters and wall and window trim may project up to 0.4 m from the ***building***, provided that the projection has a ***clearance*** above grade of at least 2.8 m from a public ***street*** and 4.5 m from a public ***lane***.

.3 Notwithstanding Section 4.9 of this Bylaw, canopies and **awnings** may project up to 1.5 m from a ***building***, provided that the projection has a ***clearance*** of 2.8 m from the established ***building grade*** of a sidewalk and 4.5 m above a public ***lane.***

.4 Notwithstanding Chapter 6 – Parking Regulations of this Bylaw, any commercial ***use*** identified in this ***zone*** shall not be required to provide any required motor ***vehicle*** parking or ***loading spaces*** for properties fronting onto Westminster Avenue West, Westminster Avenue East and Estabrook Avenue in the downtown.

11.6.4 SITE SPECIFIC PROVISIONS

.1 In the case of ***Lot*** 1, District Lot 4, Group 7, Similkameen Division Yale (Formerly Yale-Lytton) District, Plan EPP44206, located at 380 Westminster Avenue West, dwelling units on the **first storey**, shall be permitted.

.2 In the case of ***Lot*** 14, District Lot 4, Group 7, Similkameen Division Yale (Formerly Yale Lytton) District Plan 871, located at 230 Brunswick Street, indoor millwork, shall be permitted.

11.7 C7 – Service Commercial

PURPOSE

This ***zone*** provides for certain auto-oriented commercial ***uses***, commercial ***uses*** requiring large ***building*** floor space for non-retail purposes and a lesser area for sales, light industrial service industries, and accessory ***office uses***. Auto-related ***uses*** involving ***vehicle*** servicing and sales with outside storage and parking are permitted in this ***zone***.

11.7.1 PERMITTED USES

The ***permitted uses*** in this ***zone*** are:

.1 ***accessory use, building*** or ***structure***
.2 ***animal clinic***
.3 ***artisan crafts***
.4 ***assembly***
.5 ***bakery***
.6 ***building and garden supply***
.7 ***business support service***
.8 ***call centre***
.9 ***commercial school***
.10 ***contractor service, general***
.11 ***contractor service, limited***
.12 ***craft brewery/distillery***
.13 ***custom indoor manufacturing***
.14 ***day care centre, major***
.15 ***fleet service***
.16 ***funeral service***
.17 ***garden centre***
.18 ***government service***, including ***outdoor storage***, works yard
.19 ***grocery store***
.20 ***health service***
.21 ***high technology service***
.22 ***household repair service***
.23 ***indoor amusement, entertainment and recreation***
.24 ***indoor animal daycare and grooming***
.25 ***live work unit*** (subject to specific use regulation 7.8)
.26 ***motor vehicle and equipment repair shop***
.27 ***motor vehicle body repair and paint shop***
.28 ***motor vehicle sales and rentals***
.29 ***office***
.30 ***personal service establishment***
.31 ***recreation equipment sales, service and rentals***
.32 ***restaurant***
.33 ***retail store***
.34 ***one security/operator dwelling unit*** (subject to accessory suites regulation 8.5)
.35 ***self-storage***
.36 ***storage and warehouse***
.37 ***transport truck and motorhome sales, service, and rentals***
.38 ***wholesale business***

11.7.2 SUBDIVISION AND DEVELOPMENT REGULATIONS

Subdivision Regulations:		
.1	Minimum ***lot width***:	20.0 m
.2	Minimum ***lot area***:	650 m^2
Development Regulations:		
.3	Maximum ***lot coverage***:	50%
.4	Maximum ***height:***	12 m
.5	Minimum ***front yard***:	4.5 m
.6	Minimum ***interior side yard:***	0.0m and 4.5m
	.a except when ***abutting*** a ***residential, public or institutional zone***	6.0m
.7	Minimum ***exterior side yard***	4.5 m
.8	Minimum ***rear yard***:	0.0 m
	.a except when ***abutting*** a ***residential, public*** or ***institutional zone***	7.5 m

11.7.3 Other Regulations

.1 In the case of ***transport truck and motorhome sales, service, and rental***, overnight RV parking shall be considered an ***accessory use*** up to a maximum of 3 nights.

11.7.4 Site Specific Provisions

In addition to the ***permitted uses*** above:

.1 In the case of ***Lot*** 10 DL 1997S, Plan KAS 1732, located at 126-197 Warren Avenue East, a hair salon, shall be permitted.

.2 ***Tourist accommodation*** shall be permitted on the following properties:

.a ***Lots*** 1-16, Plan KAS 1384, District Lot 366, Similkameen Division Yale District, located at 998 Creston Avenue;

.b ***Lot*** 1, Plan KAP3443, District Lot 250, Similkameen Division Yale District, Except Plan KAP596641, located at 1485 Main Street;

.c ***Lot*** 8, Plan KAP4762, Similkameen Division Yale District, located at 1706 Main Street;

.d ***Lot*** 7, Plan KAP4762, District Lot 1997S, Similkameen Division Yale District, located at 1742 Main Street;

.e ***Lot*** 1, Plan KAP70710, District Lot 116, Similkameen Division Yale District, located at 2406 Skaha Lake Road;

.f ***Lot*** A, Plan KAP13370, District Lot 116, Similkameen Division Yale District, located at 2387 Skaha Lake Road;

.g ***Lot*** 6, Plan KAP10827, District Lot 116, Similkameen Division Yale District, Except Plan 13370, located at 2307 Skaha Lake Road;

.h ***Lot*** 1, Plan 5472, District Lot 250, Similkameen Division Yale District, Except Plans 39932 and KAS59641, located at 1473 Main Street.

.3 In the case of ***Lot*** A, District Lots 1997S and 3237S, Similkameen Division Yale District, Plan EPP75769, located at 1706 Main Street, the following uses shall be permitted: ***dwelling units***, ***congregate housing***, transitional housing and ***emergency shelter***.

.4 In the case of ***Lot*** 2, District Lot 2, Group 7, Similkameen Division Yale (Formerly Yale-Lytton) District Plan EPP82665, located at 645 Wade Avenue West, ***public parking lot*** and ***storage and warehousing*** shall be permitted uses.

.5 In the case of ***Lot*** 15, DL 5, Group 7, Similkameen Division Yale (Formerly Yale Lytton) District Plan 28077, located at 1652 Fairview Road, ***cannabis retail store*** shall be permitted.

11.8 C8 – Vehicle Service Station

PURPOSE

This ***zone*** provides for ***motor vehicle service stations***, auto gas bars and similar compatible ***uses***.

11.8.1 PERMITTED USES

The ***permitted uses*** in this ***zone*** are:

.1 ***accessory use, building*** or ***structure***
.2 ***motor vehicle service station***

11.8.2 SUBDIVISION AND DEVELOPMENT REGULATIONS

Subdivision Regulations:		
.1	Minimum ***lot width***:	30 m
.2	Minimum ***lot area***:	1000 m^2
Development Regulations:		
.3	Maximum ***lot coverage***:	35%
.4	Maximum ***height:***	10.5 m
.5	Minimum ***front yard***:	4.5 m
.6	Minimum ***interior side yard***:	4.5 m
.7	Minimum ***exterior side yard***	4.5 m
.8	Minimum ***rear yard***:	4.5 m
	.a except when ***abutting***, or ***adjacent*** to, a ***residential*** or ***institutional zone*** or ***abutting*** a ***lane*** that ***abuts*** a ***residential*** or ***institutional zone***	6.0 m

11.9 C9 - Marina Way Commercial

PURPOSE

This ***zone*** provides for residential and commercial ***use*** development on the Okanagan Lake waterfront for lands bounded by Vancouver Street, Marina Way and Abbott Street.

11.9.1 PERMITTED USES

The ***permitted uses*** in this ***zone*** are:

.1 ***accessory use, building*** or ***structure***
.2 ***apartment***
.3 ***minor home occupation*** (subject to specific use regulation 7.3)
.4 ***short term rental*** (subject to specific use regulation 7.6)
.5 ***townhouse***

In addition to the above, along Marina Way, and at 200 Marina Way, the following ***uses*** are permitted on the first and second floor:

.6 ***accessory use, building*** or ***structure***
.7 ***artisan crafts***
.8 ***business support service***
.9 ***commercial school***
.10 ***custom indoor manufacturing***
.11 ***dwelling unit***
.12 ***health service***
.13 ***high technology service***
.14 ***indoor amusement, entertainment and recreation***
.15 ***live-work unit*** (subject to specific use regulation 7.8)
.16 ***office***
.17 ***outdoor market***
.18 ***personal service establishment***
.19 ***restaurant***
.20 ***retail store***

11.9.2 SUBDIVISION AND DEVELOPMENT REGULATIONS

Subdivision Regulations:		
.1	Minimum ***lot width***:	30 m
.2	Minimum ***lot area***:	550 m^2
Development Regulations:		
.3	Maximum ***lot coverage***:	60%
.4	Maximum ***density***	1.75 ***FAR***
.5	Maximum ***height***:	24 m
.6	Minimum ***front yard***:	
	.a Marina Way	1.0 m
	.b Vancouver Avenue	4.0 m
.7	Minimum ***side yard***	
	Marina Way	
	.a ***interior side yard***:	0 m
	.b ***exterior side yard***:	2.0 m
.8	Minimum ***side yard***	

Vancouver Avenue

.a	***interior side yard***:	2.0 m
.b	***exterior side yard***:	2.0 m
.9	Minimum ***rear yard***:	0 m

11.9.3 OTHER REGULATIONS

.1 A minimum area of 5.0 m^2 of ***amenity space*** shall be provided per ***dwelling unit***.

.2 A maximum of 20% of the total required ***amenity space*** may be provided as ***amenity space, indoor***.

.3 ***A custom indoor manufacturing*** and ***artisan crafts*** shall have a minimum 10% floor space dedicated to ***retail*** and/or display area in the front portion of the ***business***

11.9.4 SITE SPECIFIC PROVISIONS

.1 In the case of Proposed ***Lots*** 2, 3 and 4 located at 203, 225 and 247 Vancouver Avenue, single detached housing is a permitted use as identified on Schedule 'B' of Bylaw No. 2018-49.

11.10 CT1 – Tourist Commercial

PURPOSE

This ***zone*** provides for commercial visitor accommodation, entertainment and services.

11.10.1 PERMITTED USES

The ***permitted uses*** in this ***zone*** are:

.1 ***accessory use, building*** or ***structure***
.2 ***day care centre, major***
.3 ***indoor amusement, entertainment and recreation***
.4 ***liquor primary licensed premise***
.5 ***outdoor amusement, entertainment and recreation***
.6 ***outdoor market***
.7 ***personal service establishment***
.8 ***recreation equipment sales, service and rentals***
.9 ***restaurant***
.10 ***retail store***
.11 ***security/operator dwelling unit*** (subject to accessory suites regulation 8.5)
.12 ***tourist accommodation***

11.10.2 SUBDIVISION AND DEVELOPMENT REGULATIONS

Subdivision Regulations:		
.1	Minimum ***lot width*** :	20.0 m
.2	Minimum ***lot area:***	930 m^2
Development Regulations:		
.3	Maximum ***density:***	1.2 ***FAR***
.4	Maximum ***lot coverage:***	40%
.5	Maximum ***height:***	12.0 m
.6	Minimum ***front yard:***	3.0 m
.7	Minimum ***interior side yard:***	0 m and 4.5 m
.8	Minimum ***exterior side yard***	4.5 m
.9	Minimum ***rear yard:***	4.5 m
	.a except when ***abutting*** a ***residential*** or ***institutional zone***	6.0 m

11.10.3 OTHER REGULATIONS

.1 The ***gross floor area*** for a ***personal service establishment*** or for a ***retail store*** shall not exceed 100 m^2.

.2 ***Recreation and equipment sales, service and rentals*** shall be limited to bicycles, watercraft, sports equipment and motor scooters not exceeding a fifty-(50) cc engine.

.3 No more than one (1) ***security/operator dwelling unit*** is permitted on a site with a maximum ***gross floor area*** of 100 m^2.

11.10.4 SITE SPECIFIC PROVISIONS

In addition to the ***uses*** and regulations above:

.1 In the case of ***Lot*** A, KAP 63701, known as 21 Lakeshore Drive West, the following regulations shall apply:

.a	Maximum ***height***:	24m

.b	Minimum ***front yard***:	6.0 m
.c	Minimum ***side yard***:	
	i. ***interior side yard***	6.0 m
	ii. ***exterior side yard***	6.0 m
.d	Minimum ***rear yard***:	9.0 m
.e	Minimum ***building*** separation from internal ***streets***, surface ***parking spaces*** or ***walkways***	3.0 m
.f	Maximum casino games	
	i. Slot machines	300
	ii. Gaming tables	30

.2 In the case of ***Lots*** 8 and 9, District Lot 366, Plan 5419, located at 970 and 976 Vernon Ave.; Lot 8, District Lot 366, SDYD, Plan 3413 located at 954 Vernon Ave.; Lot A, District Lot 366, SDYD, Plan KAP84491 located at 950 Westminster Ave. W.; and Lot B, District Lot 366, SDYD, Plan KAP84491 located at 903 Vernon Ave.;

.a Hotel use

.b A use for the temporary accommodation of the travelling public under a rental pool scheme operated by a strata corporation; and/or in a strata plan by any person or family member under a time share use plan or time share ownership plan as defined in the Real Estate Act.

.c Residential use – up to 50% of the hotel floor area occupied by hotel rooms.

.d Eating and drinking establishments, indoor entertainment, recreation and amusement.

.e Retail trade and personal services to a maximum of 100m^2 in floor area.

.f Recreational equipment rentals including motor scooters not exceeding 55cc engine displacement, but excluding other motorized vehicles.

.g Conference facilities, including meeting rooms and kitchen facilities.

.h Professional offices, not to exceed 10% of the building in which they are located not to exceed 900m^2 (9,690 sq. ft.).

.i Notwithstanding the Subdivision and Development Regulations in Section 11.10.2, the following regulations apply to these properties:

.i Maximum Lot Coverage: 40%

.ii Maximum Floor Area Ratio: 1.75

.iii Minimum Parcel Size: 0.4ha

.iv Maximum Height: 40m (subject to Penticton Airport Zoning Regulations.

.j Notwithstanding the Parking Requirements in Section 7.6, the following regulations apply to these properties:

USES	REQUIRED PARKING SPACES	REQUIRED LOADING SPACES
Hotels	0.66 spaces per room	1

11.11 CT2 – Campground Commercial

PURPOSE

This ***zone*** provides for ***campground*** accommodation and ***accessory uses***.

11.11.1 PERMITTED USES

The ***permitted uses*** in this ***zone*** are:

.1 ***accessory use, building*** or ***structure***
.2 ***campground***
.3 ***convenience store***
.4 ***indoor amusement, entertainment and recreation***
.5 ***recreation equipment sales, service and rentals***
.6 ***security/operator dwelling unit*** (subject to accessory suites regulation 8.5)

11.11.2 SUBDIVISION AND DEVELOPMENT REGULATIONS

Subdivision Regulations:		
.1	Minimum ***lot width***:	30.0 m
.2	Minimum ***lot area***:	0.4 ha
Development Regulations:		
.3	Maximum ***height***:	10.5 m
.4	Minimum ***front yard***:	6.0 m
.5	Minimum ***interior side yard***:	4.5 m
	.a except when ***abutting*** a ***residential*** or ***institutional zone***	6.0 m
.6	Minimum ***exterior side yard***:	4.5 m
.7	Minimum ***rear yard***:	4.5 m
	.a except when ***abutting*** a ***residential*** or ***institutional zone***	6.0 m

11.11.3 OTHER REGULATIONS

.1 ***Campgrounds*** are subject to the regulations of the ***City's*** Campsite and Tourist Accommodation Bylaw.

.2 ***Indoor amusement entertainment and recreation*** is limited to an ***accessory use*** for ***campground*** guests.

.3 ***Recreation equipment sales, service and rentals*** are limited to bicycles, watercraft, sports equipment and motor scooters not exceeding a fifty-(50) cc engine.

.4 ***Convenience store*** shall be limited to 100 m^2 ***gross floor area.***

11.12 CT3 – Hotel Resort

PURPOSE

This ***zone*** provides for high-***density*** hotel and resort development.

11.12.1 PERMITTED USES

The ***permitted uses*** in this ***zone*** are:

.1 ***accessory use, building*** or ***structure***
.2 ***indoor amusement, entertainment and recreation***
.3 ***liquor primary licensed premise***
.4 ***personal service establishment***
.5 ***recreation equipment sales, service and rentals***
.6 ***resort residential***
.7 ***retail store***
.8 ***restaurant***
.9 ***short term rental*** (subject to specific use regulation 7.6)
.10 ***tourist accommodation***

11.12.2 SUBDIVISION AND DEVELOPMENT REGULATIONS

Subdivision Regulations:		
.1	Minimum ***lot width***:	50 m
.2	Minimum ***lot area***:	0.4 ha
Development Regulations:		
.3	Maximum ***lot coverage***:	50%
.4	Maximum ***density***:	1.2 ***FAR***
.5	Maximum ***height***:	18 m
.6	Minimum ***front yard***:	3.0 m
.7	Minimum ***interior side yard***:	6.0 m
.8	Minimum ***exterior side yard***:	6.0 m
.9	Minimum ***rear yard***:	9.0 m
.10	Minimum ***building*** separation from internal ***streets***, surface ***parking spaces*** or ***walkways***	2.0 m, or 3.0 m ***adjacent*** ground floor habitable room windows unless such ***streets*** or ***walkways*** are giving private exclusive access to those ***dwelling units***
.11	Notwithstanding Chapter 6, off street parking requirements are as follows:	
	.a Studio	0.75 spaces
	.b 1 or 2 bedroom ***sleeping unit***	0.75 spaces
	.c bedroom unit with lock-off unit	1.3 spaces
	.d 3 or more bedroom ***sleeping unit***	2 .0 spaces

11.12.3 OTHER REGULATIONS

.1 ***Resort residential building*** must include a minimum of 450 m^2 of resort ***amenity*** facilities, including outdoor pools, indoor games, recreation, fitness and health rooms, pools and spas, guest lounges, meeting rooms and similar amenities.

.2 In addition to the General Regulations Chapter of this Bylaw dealing with projections, utilities, underground parking and similar ***structures*** constructed entirely beneath the

surface of the ground may encroach into required yards provided such underground encroachments do not result in a grade inconsistent with ***abutting*** properties and the encroachments are covered by sufficient soil depth or surface treatment to foster ***landscaping***.

.3 Within 60 m of the front ***lot line abutting*** Skaha Lake Road, the following ***uses*** shall be permitted: ***restaurant***, ***liquor primary licensed premise***, ***retail store, personal service establishment, indoor entertainment, recreation and amusement***, professional ***office***, ***dwelling units*** above the first floor and under the same roof of the ***building*** within which the ***permitted use*** is carried out, provided that a separate entrance from ground level is provided.

.4 ***Recreation equipment sales, service and rentals*** shall be limited to bicycles, watercraft, sports equipment and motor scooters not exceeding to fifty-(50) cc capacity.

.5 ***Personal service establishments*** and ***retail store uses*** shall be limited to 100 m^2 of ***gross floor area***.

Chapter 12 – **Industrial Zones**

12.1 M1 –General Industrial

PURPOSE

This ***zone*** provides for mix of general and light industrial ***uses.***

12.1.1 PERMITTED USES

The ***permitted uses*** in this ***zone*** are:

.1 ***accessory use, building*** or ***structure***
.2 ***animal clinic***
.3 ***animal shelter***
.4 ***artisan crafts***
.5 ***building and garden supply***
.6 ***business support service***
.7 ***call centre***
.8 ***cannabis production facility***
.9 ***contractor service, general***
.10 ***contractor service, limited***
.11 ***fleet service***
.12 ***funeral service***
.13 ***garden centre***
.14 ***general industrial use***
.15 ***government service*** including ***outdoor storage***
.16 ***high technology service***
.17 ***household repair service***
.18 ***indoor animal daycare and grooming***
.19 ***mobile catering food service***
.20 ***motor vehicle body repair and paint shop***
.21 ***motor vehicle and equipment repair shops***
.22 ***motor vehicle and equipment services, industrial and agriculture***
.23 ***motor vehicle sales and rental***
.24 ***outdoor storage***, excluding ***wrecking yard***
.25 ***restaurant***
.26 ***one security/operator dwelling unit*** (subject to accessory suites regulation 8.5)
.27 ***self- storage***
.28 ***storage and warehouse***
.29 ***utility service, major***
.30 ***wholesale business***

12.1.2 SUBDIVISION AND DEVELOPMENT REGULATIONS

Subdivision Regulations:		
.1	Minimum ***lot width***:	20.0 m
.2	Minimum ***lot area***:	1000 m^2
Development Regulations:		
.3	Maximum ***height***:	15 m
.4	Minimum ***front yard***:	6.0 m

.5	Minimum ***interior side yard***:	0 m and 3.5 m
	.a when ***abutting*** a ***residential, commercial, public*** or ***institutional zone***	6.0 m
	.b when ***abutting*** a ***lane***	3.0 m
.6	Minimum ***exterior side yard***:	4.5 m
.7	Minimum ***rear yard***:	0 m
	.a when ***abutting*** a ***residential, commercial, public*** or ***institutional zone***	7.5 m

12.1.3 Other Regulations

.1 An ***accessory use*** may include an indoor display, ***office*** and technical training and/or retail sales area for products assembled or manufactured on site.

.2 The floor area devoted to ***accessory uses*** shall not exceed 25% of the ***gross floor area*** of a building.

.3 A ***security/operator dwelling unit*** shall not exceed a ***gross floor area*** of 100 m^2.

.4 A ***restaurant*** shall be limited to 100 m^2 ***gross floor area.***

.5 In the case of a business servicing or repairing ***recreational vehicles***, overnight parking of RVs shall be considered an ***accessory use***.

.6 A **funeral service** shall be limited to 250m^2 ***gross floor area***.

12.1.4 Site Specific Provisions

.1 In the case of ***Lot*** 2, Plan 6155 located at 201 Okanagan Avenue East a Fitness centre and food take out delivery shall be a ***permitted use***.

.2 In the case of ***Lot*** A, DL 3821S, SDYD, Plan KAP51916, located at 1363 Commercial Way an ***indoor amusement, entertainment and recreation*** facility in a ***building*** with a minimum floor area of 230 m^2.

.3 In the case of ***Lot*** 1, District Lot 251 Similkameen Division Yale District Plan 12353, located at 2250 Camrose Street, the use of the premises by a non-profit society:

.a Providing family service operations to include life skills training (may include cooking, budgeting, first aid), employment skills training, and work experience facilitation; and

.b Operating a second hand store which primarily sells donated used merchandise; and

.c Operating a food bank for the purposes of storing and distributing food products for non-profit and charitable purposes; and

.d Operating administrative offices shall be permitted.

.4 In the case of Lot 1 District Lots 250, 2710, 3429S and 3821S Similkameen Division Yale District Plan 37288, located at 1641 Dartmouth Road, indoor recreation with a maximum building footprint of 1,300m2 (14,000 square feet) shall be permitted.

12.2 M2 – Heavy Industrial

PURPOSE

This ***zone*** provides for general and heavy industrial ***uses*** that are incompatible with non-industrial ***uses.***

12.2.1 PERMITTED USES

The ***permitted uses*** in this ***zone*** are:

.1 all ***uses*** permitted in the M1 ***zone***
.2 ***accessory use, building*** or ***structure***
.3 ***concrete mixing plant***
.4 ***foundry***
.5 ***industrial, heavy***

12.2.2 SUBDIVISION AND DEVELOPMENT REGULATIONS

Subdivision Regulations:		
.1	Minimum ***lot width***:	30.0 m
.2	Minimum ***lot area***:	2000 m^2
Development Regulations:		
.3	Maximum ***height***:	15 m
.4	Minimum ***front yard***:	6.0 m
.5	Minimum ***interior side yard***:	6.0 m
.6	Minimum ***exterior side yard***:	4.5 m
.7	Minimum ***rear yard***:	6.0 m
	.a when ***abutting*** a ***residential, commercial, public*** or ***institutional zone***	10.0 m

12.2.3 OTHER REGULATIONS

.1 All ***uses*** in the M1 ***zone*** that are permitted in the M2 ***zone*** shall be subject to the regulations contained within the M1 ***zone***.

.2 An ***accessory use*** may include an indoor display, ***office*** and technical training and/or retail sales for products assembled or manufactured on site.

.3 The floor area devoted to ***accessory uses*** shall not exceed 25% of the ***gross floor area*** of the industrial ***use***.

12.2.4 SITE SPECIFIC PROVISIONS

In addition to the regulations listed above:

.1 In the case of Plan M-489, SDYD located at 4001 Skaha Lake Road, the following regulations apply:

.a *PERMITTED USES*

.1 ***airport***
.2 ***tourist accommodation***
.3 ***accessory use, building*** or ***structure***

.b *SUBDIVISION AND DEVELOPMENT REGULATIONS*

.1	Minimum ***lot width***:	20 m
.2	Minimum ***lot area***:	1000 m^2
.3	Maximum ***height***:	50.0 m

.4	Minimum ***front yard***:	6.0 m
.5	Minimum ***interior side yard***:	4.5m
.6	Minimum ***exterior side yard***:	6.0 m
.7	Minimum ***rear yard***:	7.5 m

12.3 M3 –Wrecking Yard

PURPOSE

This ***zone*** provides for outdoor wrecking and salvage storage activities.

12.3.1 PERMITTED USES

The ***permitted uses*** in this ***zone*** are:

.1 all ***uses*** permitted in the M1 ***zone***
.2 ***accessory use, building*** or ***structure***
.3 ***wrecking yard***

12.3.2 SUBDIVISION AND DEVELOPMENT REGULATIONS

Subdivision Regulations:		
.1	Minimum ***lot width***:	30.0 m
.2	Minimum ***lot area***:	2000 m^2
Development Regulations:		
.3	Maximum ***height***:	15 m
.4	Minimum ***front yard***:	6.0 m
.5	Minimum ***interior side yard***:	6.0 m
.6	Minimum ***exterior side yard***:	4.5 m
.7	Minimum ***rear yard***:	6.0 m
	.a when ***abutting*** a ***residential, commercial, public*** or ***institutional zone***	10.0 m

12.3.3 OTHER REGULATIONS

.1 All ***uses*** in the M1 ***zone*** that are permitted in the M3 ***zone*** shall be subject to the regulations contained within the M1 ***zone***.

.2 An ***accessory use, building*** or ***structure*** may include an indoor display, ***office***, technical training, and retail sale of products salvaged on the site.

.3 The floor area devoted to ***accessory uses*** shall not exceed 25% of the ***gross floor area*** of the industrial ***use***.

Chapter 13 – Public Assembly and Recreation Zones

13.1 P1 –Public Assembly

PURPOSE

This ***zone*** provides for governmental and institutional ***uses*** including, educational, health and recreational ***uses***, and civic or cultural gatherings.

13.1.1 PERMITTED USES

The ***permitted uses*** in this ***zone*** are:

.1 ***accessory use, building*** or ***structure***
.2 ***assembly***
.3 ***carnival***
.4 ***cemetery***
.5 ***commercial school***
.6 ***congregate housing***
.7 ***day care centre, major***
.8 ***education service***
.9 ***government service***
.10 ***hospital and patient care service***
.11 ***indoor amusement, entertainment and recreation***
.12 ***office***
.13 ***outdoor amusement, entertainment and recreation***
.14 ***outdoor market***
.15 ***public parking lot***
.16 ***restaurant***
.17 ***retail store***
.18 ***security/operator dwelling unit*** (subject to accessory suites regulation 8.5)

13.1.2 SUBDIVISION AND DEVELOPMENT REGULATIONS

Subdivision Regulations:		
.1	Minimum ***lot width***:	15.0 m
.2	Minimum ***lot area***:	560 m^2
Development Regulations:		
.3	Maximum ***lot coverage***:	40%
.4	Maximum ***density***:	1.2 ***FAR***
.5	Maximum ***height***:	12 m
.6	Minimum ***front yard***:	6.0 m
.7	Minimum ***interior side yard***:	4.5 m
.8	Minimum ***exterior side yard***:	6.0 m
.9	Minimum ***rear yard***:	7.5 m

13.1.3 SITE SPECIFIC PROVISIONS

.1 In the case of ***Lot*** A, District Lots 1997S, 3237S and 3429S, Similkameen Division Yale District, Plan KAP62140, located at 550 Carmi Avenue, the maximum ***height*** of a ***principal building*** is 45 m.

13.2 P2 – Parks and Recreation

PURPOSE

This ***zone*** provides for parks, recreation and ***open space***.

13.2.1 PERMITTED USES

The ***permitted uses*** in this ***zone*** are:

.1 ***accessory use, building*** or ***structure***
.2 ***carnival***
.3 ***community garden***
.4 ***government service***
.5 ***indoor amusement, entertainment and recreation***
.6 ***marina***
.7 ***outdoor amusement, entertainment and recreation***
.8 ***outdoor market***
.9 ***public parking lot***
.10 ***restaurant***

13.2.2 SUBDIVISION AND DEVELOPMENT REGULATIONS

Subdivision Regulations:		
.1	Minimum ***lot width***:	15.0 m
.2	Minimum ***lot area***:	560 m^2
Development Regulations:		
.3	Maximum ***lot coverage***:	40%
.4	Maximum ***height***:	16 m
.5	Minimum ***front yard***:	6.0 m
.6	Minimum ***interior side yard***:	4.5 m
.7	Minimum ***exterior side yard***:	6.0 m
.8	Minimum ***rear yard***:	7.5 m

13.2.3 OTHER REGULATIONS

.1 A ***security/operator dwelling unit*** shall not exceed a ***gross floor area*** of 100 m^2.

.2 A ***restaurant*** shall be limited to 100 m^2 ***gross floor area.***

13.2.4 SITE SPECIFIC PROVISIONS

.1 In the case of ***Lot*** A District Lots 202, 249 and 250 Similkameen Division Yale District, Plan EPP111114, located at 470 Edmonton Avenue, '***day care centre, major***', shall be permitted.

13.3 P3– Major Utilities

PURPOSE

This ***zone*** provides for the establishment of private and public utilities.

13.3.1 PERMITTED USES

The ***permitted uses*** in this ***zone*** are:

.1 ***accessory use, building*** or ***structure***
.2 ***outdoor storage***
.3 ***utility service, major***

13.3.2 DEVELOPMENT REGULATIONS

.1	Maximum ***height***: There is no maximum ***height*** for mechanical ***structures***	15.0 m
.2	Minimum ***front***, ***side*** and ***rear yards***:	6.0 m

13.3.3 OTHER REGULATIONS

.1 In the case where ***utility service, major*** is ***abutting*** or ***adjacent*** to a residential ***zone***, ***landscaping*** shall be required in accordance with the ***landscape buffer*** specification outlined in Section 5.2 of this Bylaw.

13.4 P4– Environmental Reserve

PURPOSE

This ***zone*** provides for the protection and conservation of natural areas.

13.4.1 PERMITTED USES

The ***permitted uses*** in this ***zone*** are:

.1 ***accessory use, building*** or ***structure***
.2 ***conservation***
.3 ***passive recreation***

Chapter 14 - Comprehensive Development

14.1 CD1 – Repealed

14.2 CD2 – Comprehensive Development (270 Riverside Drive)

14.2.1 PURPOSE

This ***zone*** provides for the comprehensive design of a residential development on Lot A, District Lot 366, SDYD, PL KAP91771 located at 270 Riverside Dr., (Formerly Lot 2 District Lot 366 Similkameen Division Yale District Plan 9991 Except Plan 15522 and Lot 1 District Lot 366 Similkameen Division Yale District Plan 15522 (270 Riverside Dr. & 271 Wylie St) that is consistent with the intent of Official Community Plan Bylaw 2002-20.

14.2.2 PERMITTED USES

.1 ***accessory use, building*** or ***structure***
.2 ***apartment***
.3 ***campground*** with maximum 30 campsites
.4 commercial ***uses*** as part of a ***live-work unit,***
.5 ***convenience store*** in conjunction with a ***campground*** or ***motel use***
.6 ***live-work unit***
.7 ***mobile vending unit***
.8 ***motel*** with a maximum of 19 units and one dwelling unit for a caretaker
.9 seniors' boarding home
.10 ***short term rental*** (subject to specific use regulation 7.6)
.11 ***townhouse***

14.2.3 SUBDIVISION AND DEVELOPMENT REGULATIONS

Subdivision Regulations:		
.1	Minimum ***lot width***:	60.0 m
.2	Minimum ***lot area***:	9000 m^2
Development Regulations:		
.3	Maximum ***lot coverage***:	65%
.4	Maximum ***density***:	2.0 FAR
.5	Maximum ***height***:	44 m and 15 stories
.6	Minimum ***front yard*** (Riverside Drive):	4.5 m
.7	Minimum ***interior side yard***:	2.5 m
.8	Minimum ***exterior side yard***:	2.5 m
.9	Minimum ***rear yard*** (Wylie Street):	2.5 m

14.2.4 LIMITATIONS FOR LIVE WORK STUDIOS

.1 A ***live work unit*** shall contain a minimum of 23 square meters (250 square feet) of permitted commercial space to a maximum of 28 square meters (300 square feet).

.2 Permitted commercial space must occupy the entire front portion of the bottom floor of the strata unit with an entrance facing riverside drive.

.3 A permitted commercial use in a ***live-work unit*** shall not generate any commercial vehicle trips.

.4 A permitted commercial use in a ***live-work unit*** shall have a valid business license.

.5 A permitted commercial use in a ***live-work unit*** shall not involve the use of power tools, amplified sound equipment, or manufacturing equipment, including industrial photography, photo processing, or painting equipment.

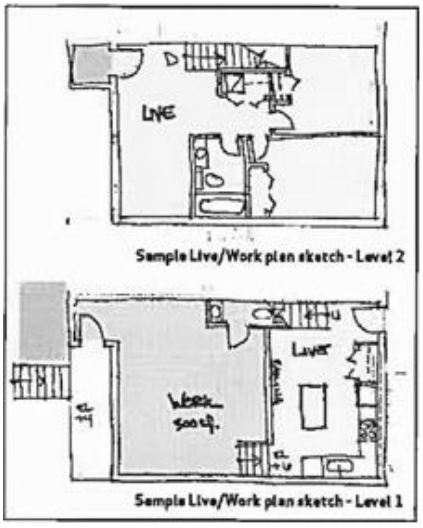


Figure 15 - Live Work CD2

.6 A permitted commercial ***use*** in a ***live-work unit*** shall not produce any nuisance from noise, vibration, smoke, dust, odours, heat, glare, electrical or radio disturbance.

.7 Notwithstanding the permitted commercial uses under Section 14.2.4 of this Bylaw, the storage or use of toxic, flammable or otherwise harmful materials, in manner or quantity that would otherwise be prohibited in a residential dwelling under the BC Fire Code, is prohibited in a live-work studio.

.8 No on-site parking shall be provided for a commercial use in a ***live-work unit***.

.9 No person other than residents of the ***live-work unit*** shall be engaged in a permitted commercial use. However, there is no limit to the number of employees who work off site of the ***live-work unit***.

14.2.5 OTHER REGULATIONS

.1 Commercial ***uses*** as part of a ***live-work unit*** are subject to the limitations of use under Subsection 14.2.4 and no more than 28 square meters (300 square feet) in floor area, including:

.a ***office*** uses

.b studio for and artist, artisan, sculptor, photographer, or musician.

.c retail sale and display of items produced on the premises

.d mail, telephone, or internet sales of goods produced off-site, provided goods are not stored on the premises and the customer does not enter the premises to inspect or pick up the goods purchased

.2 ***Live-work unit*** shall only front Riverside Drive.

.3 Notwithstanding Section 4.9 of this Bylaw, unenclosed stairwells, balconies, porches, canopies and similar architectural projections may project up to 2.0 m into all ***yards***.

.4 The maximum density specified in Section 14.2.3.4 of this Bylaw may be increased to a maximum floor area of 2.5 if the owner provides the following:

.a A cash payment in the amount of $200,000,

.b Dedication of a statutory right of way over the lands lying to the south of the property to the City for the purpose of public open space as shown on the attached specifications,

.c Construction of the improvements within the dedicated open space shown on attached specifications.

.5 Amenities contributions described in Section 14.2.5.4 shall be deliverable upon application for a building permit authorizing construction of any part of the development.

14.3 CD3 – Comprehensive Development (2784 Skaha Lake Road)

14.3.1 PURPOSE

This ***zone*** provides areas for a mix of residential and compatible commercial ***uses*** within the same building on key sites along Skaha Lake Road.

14.3.2 PERMITTED USES

The ***permitted*** uses in this ***zone*** are:

.1 care centre
.2 commercial and professional ***business offices***
.3 ***commercial school***
.4 ***day care centres***, kindergartens, nurseries and community care facilities
.5 dry cleaning
.6 eating and drinking establishment
.7 health and fitness facilities
.8 high tech services (#2001-29)
.9 household repair
.10 ***personal service establishment***
.11 residential dwellings in conjunction with the above uses provided a separate entrance to the dwelling units from ground level is maintained
.12 ***retail store*** and service
.13 senior citizens' boarding homes
.14 thrift store
.15 ***utility services***

14.3.3 SUBDIVISION AND DEVELOPMENT REGULATIONS

Subdivision Regulations:		
.1	Minimum lot width:	30.0 m
.2	Minimum ***lot area***:	1500 m^2
Development Regulations:		
.3	Maximum ***lot coverage***:	70%
.4	Maximum ***density***	2.0 ***FAR***, subject to the Density Bonus provisions below
.5	Maximum ***height:***	46.0 m
.6	Minimum ***front yard***:	3.0 m
.7	Minimum ***interior side yard***:	4.5 m
.8	Minimum ***exterior side yard***:	4.5 m
.9	Minimum ***rear yard***:	4.5 m
.10	Parking Requirements	
	.a Commercial	1 per 28 m^2
	.b Residential	
	.i Bachelor	1.0 spaces per unit
	.ii 1 Bedroom	1.25 spaces per unit
	.iii 2 or more Bedrooms	1.5 spaces per unit

14.3.4 PROJECTIONS INTO YARD SETBACKS

.1 Notwithstanding Section 4.9 of this Bylaw:

.a Entrance canopies or awnings may project no more than 2.5 m into a front setback or an exterior side yard or no closer than 1.5 m to a side lot line.

.b Balconies may project no more than 2.0m into the minimum setbacks and may be partially or totally enclosed where the enclosure consists of clear glazing

14.3.5 DENSITY BONUS

.1 The maximum density specified in Section 14.3.3.4 of this Bylaw may be increased, to a maximum floor area ratio of 2.5 where the owner voluntarily provides a cash payment of $15.00 for every .09 m^2 (1 square foot) of bonus density to the City of Penticton to be placed in a reserve fund for affordable and special needs housing or public amenities off the site. This payment is due at the time of issuance of any building permit authorizing the construction of a building whose construction results in the FAR exceeding 2.0 by any amount, and to the extent that the building permit authorizes construction exceeding that density.

14.3.6 OTHER REGULATIONS

.1 A minimum area of 6.0 m^2 of ***amenity space*** shall be provided per bachelor dwelling or group home bedroom, 10.0 m^2 of ***amenity space*** shall be provided per 1 bedroom dwelling, and 15.0 m^2 of ***amenity space*** shall be provided per dwelling with more than 1 bedroom.

.2 A mixed use building incorporating residential and other uses shall provide functional commercial space on the first floor which must occupy a minimum of 90% of all Skaha Road ***street*** frontages. Access driveways or other portions of the street frontage not used as building will not be considered for the purpose of this calculation.

14.3.7 SITE SPECIFIC PROVISIONS

.1 In the case of Lot 1, District Lot 116, SDYD, Plan 30067 known as 2964 Skaha Lake Rd. town house units are permitted at grade level along Wilson St. frontage with a minimum setback of 3.5m. In the case of Lots 2 and 3 Plan 21548 and Lot A Plan 27251, District Lot 116 known respectively as 2784 Skaha Lake Road, 2824 Skaha Lake Road, and 2730 Skaha Lake Road including consolidations thereof, the follow additional regulations shall apply:

.a Frontages along public streets must be screened by active commercial or retail uses with a minimum height of two storeys and a 3.0 m step back for any uses above the active frontage. An “active frontage” includes commercial, retail or residential units with glazing covering at least 50 percent of the street-fronting facade and at least one entrance every 20 m;

.b All passive uses at or above grade must be fully screened by an active frontage with a minimum depth of 8.0 m. A “passive use” includes parking, service and utility spaces of a building or areas without regular human occupation;

.c Where a building permit application is made for phased development, the Density Bonus specified in Section 14.3.5 of this Bylaw shall be based on Table 14.1. The Area 1, 2 and 3 boundaries are shown on Figure 16 below.

Figure 14.1 – CD3 Density		
Land Area	**Base FAR**	**Bonus FAR**
Total @ 12,710m^2	2.0	2.5
Land Area 1 @ 4236 m2	2.0	2.5
Land Area 2 @ 4236 m2	2.0	2.5
Land Area 3 @ 4236 m2	2.0	2.5

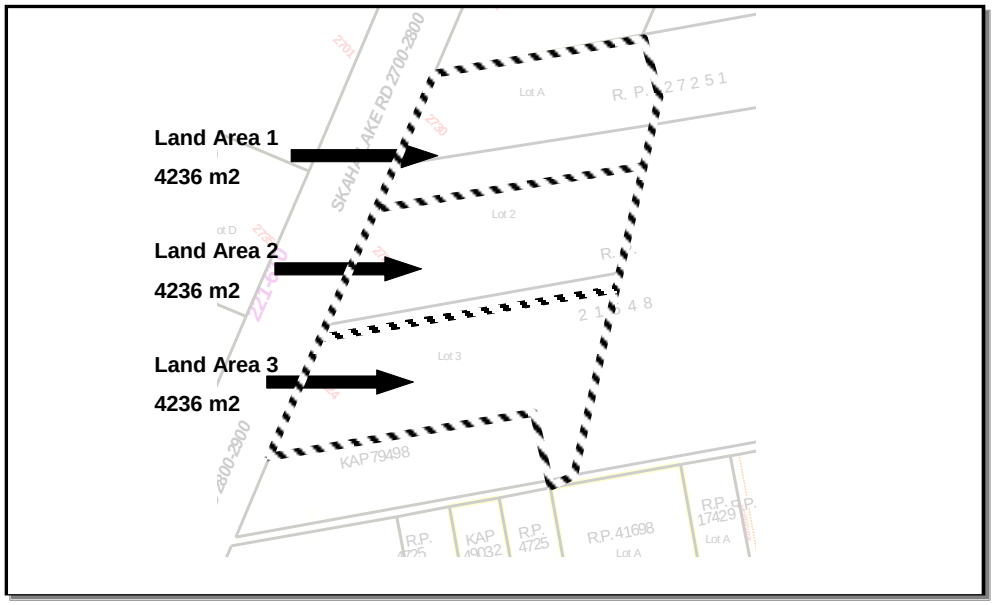


Figure 16 - Phasing and Density Bonus - 2784 Skaha Lake Road

14.4 CD4 – Repealed

14.5 CD5 – Comprehensive Development (3388 Skaha Lake Road)

14.5.1 PURPOSE

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

14.5.2 PERMITTED USES

The ***permitted uses*** in this ***zone*** are:

.1 ***accessory use, building*** or ***structure***
.2 ***apartment***
.3 ***congregate housing***
.4 ***day care centre, major***
.5 ***extended care residence***
.6 ***minor home occupation*** (subject to specific use regulation 7.3)
.7 ***short term rental*** (subject to specific use regulation 7.6)

14.5.3 SUBDIVISION AND DEVELOPMENT REGULATIONS

Subdivision Regulations:		
.1	Minimum ***lot area***:	4000 m^2
Development Regulations:		
.2	Maximum ***lot coverage***:	60%
.3	Maximum ***density***: (without density bonus)	2.0 ***FAR***
.4	Minimum ***height*** of residential tower:	20.0 m and 6 storeys
.5	Maximum ***height***:	45 m and 14 storeys
.6	Minimum ***front yard***:	4.5 m
.7	Minimum ***side yard:***	0.0 m
.8	Minimum ***rear yard***:	3.0 m

14.5.4 OTHER REGULATIONS

.1 Notwithstanding Section 6.5 of this Bylaw, in the case of the ***use apartment vehicle parking*** shall be provided at the following rate:

.a 1 space per dwelling unit,

.b 5 guest spaces per residential building.

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

.a 5.0 m^2 per unit.

14.5.5 DENSITY BONUS

.1 Notwithstanding Section 14.5.3.3 of this Bylaw, the maximum ***density*** on this property may be increased to 3.05 ***FAR***, with a contribution of $15.00 per square meter for any ***density*** above 2.0 FAR, to be deposited into a fund to support housing affordability in the City of Penticton.

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

14.6 CD6 – Comprehensive Development (962 Churchill Avenue)

14.6.1 Purpose

This ***zone*** provides for the comprehensive development of a residential site for *Lot 1, DL 3, SDYD (Formerly Yale Lytton), Plan 24763*, located at 962 Churchill Avenue.

14.6.2 Permitted Uses

The ***permitted uses*** in this ***zone*** are:

.1 ***accessory use, building*** or ***structure***
.2 ***apartment***
.3 ***minor home occupation*** (subject to specific use regulation 7.3)
.4 ***short term rental*** (subject to specific use regulation 7.6)

14.6.3 Subdivision and Development Regulations

Subdivision Regulations:		
.1	Minimum ***lot width***:	21.0 m
.2	Minimum ***lot area***:	700 m^2
Development Regulations:		
.3	Maximum ***lot coverage***:	55%
.4	Maximum ***density***:	1.9 ***FAR***
.5	Maximum ***height***:	
	.a ***principal building***	19.0 m
	.b ***accessory building*** or ***structure***	4.5 m
.6	Minimum ***front yard***:	3.0 m
.7	Minimum ***interior side yard:***	
	.a ***principal building***	2.5 m
	.b ***accessory building*** or ***structure***	1.5 m
.8	Minimum ***rear yard***:	
	.a ***principal building***	6.0 m
	.b ***accessory building or structure***	1.5 m

14.6.4 Amenity Space

.1 ***Amenity space*** shall be provided at the rate of 20.0 m^2 for each ***dwelling unit***.

14.6.5 Other Regulations

.1 In addition to the projections permitted in Table 4.1 of this Bylaw, the maximum projection into a required side yard for a deck is 0.2 m.

.2 The minimum width of a landscape buffer ***abutting*** a residential zone shall be 2.0 m.

14.7 CD7 – Comprehensive Development (154 Brunswick Street)

14.7.1 PURPOSE

This ***zone*** provides for the comprehensive development of a residential site for *Lot 1, DL 4, SDYD (Formerly Yale Lytton), Plan KAP49946*, located at 154 Brunswick Street.

14.7.2 PERMITTED USES

The ***permitted uses*** in this ***zone*** are:

.1 ***accessory use, building*** or ***structure***
.2 ***apartment***
.3 ***minor home occupation*** (subject to specific use regulation 7.3)
.4 ***office***
.5 ***short term rental*** (subject to specific use regulation 7.6)

14.7.3 SUBDIVISION AND DEVELOPMENT REGULATIONS

Subdivision Regulations:		
.1	Minimum ***lot width***:	31.0 m
.2	Minimum ***lot area***:	1,700 m^2
Development Regulations:		
.3	Maximum ***lot coverage***:	65%
.4	Maximum ***density***:	2.0 ***FAR***
.5	Maximum ***height***:	
	.a ***principal building***	23.0 m
	.b ***accessory building*** or ***structure***	4.5 m
.6	Minimum ***front yard***:	3.0 m
.7	Minimum ***interior side yard:***	
	.a ***principal building***	4.5 m
	.b ***accessory building*** or ***structure***	1.5 m
.8	Minimum ***rear yard***:	
	.a ***principal building***	4.5 m
	.b ***accessory building*** or ***structure***	1.5 m

14.7.4 AMENITY SPACE

.1 ***Amenity space*** shall be provided at the rate of 20.0 m^2 for each ***dwelling unit***.

14.7.5 OTHER REGULATIONS

.1 A landscaping buffer to be provided along property lines ***abutting*** a residential zone and highway shall not apply.

.2 An ***office*** shall not exceed a maximum ***gross floor area*** of 100 m^2.

14.7.6 ALLOWABLE PROJECTIONS

.1 In addition to the projections permitted in Table 4.1 of this Bylaw, the following projections apply:

Table 14.2 – CD7 Projections	
Feature	**Maximum projection in to Require Yards**
Roof features including roof projection, eaves, eave-troughs and gutters	1.7 m ***interior side yard*** 0.5 m ***front yard***
Open stairways, landings, steps	1.2 m ***interior side yard***, provided that 1.5 m is still maintained between the feature and the property line 1.5 m ***front yard***
Covered or uncovered ***balcony***, porch, and ***deck***	1.6 m ***interior side yard (northern)*** 0.8 m ***interior side yard (southern)***

14.7.7 PARKING REGULATIONS

.1 Off-street ***vehicle parking*** shall comply with the standards and regulations established in Chapter 6 of this Bylaw.

.2 Notwithstanding Section 14.7.7.1, up to 44% of the required off-street ***parking*** spaces may be designed as small car ***parking spaces***, in accordance with Table 6.3 of this Bylaw. Such spaces shall be clearly marked with "small car".

.3 Cash-in-lieu: in lieu of providing the required number of off-***street vehicular parking spaces***, the property ***owner*** may provide the City with a sum of money equal to the number of ***parking spaces*** not provided multiplied by the applicable cash-in-lieu amount as identified in Table 6.1 of this Bylaw. The sum of money will be deposited in the Off-Street Parking Reserve and Alternative Transportation Infrastructure Reserve at the rate of 75% to the Off-Street Parking Reserve and 25% to the Alternative Transportation Infrastructure Reserve.

14.8 CD8 – Comprehensive Development (795 Westminster Ave W)

14.8.1 PURPOSE

This ***zone*** provides for the comprehensive development of a medium-density, 3 storey, mixed-use development site for *Lot 1 District Lot 2 Group 7 Similkameen Division Yale (Formerly Yale Lytton) District Plan 3979*, located at 713 Westminster Ave W, *Lot 2 District Lot 2 Group 7 Similkameen Division Yale (Formerly Yale Lytton) District Plan 3979*, located at 737 Westminster Ave W, and *Parcel A (KK20280) District Lot 2 Group 7 Similkameen Division Yale (Formerly Yale-Lytton) District Plan 3979,* located at 795 Westminster Ave W.

14.8.2 PERMITTED USES

The ***permitted uses*** in this ***zone*** are:

.1 ***accessory use, building*** or ***structure***
.2 ***apartment***
.3 ***artisan crafts***
.4 ***bakery***
.5 ***business support service***
.6 ***cannabis retail store***
.7 ***craft brewery/distillery***
.8 ***day care centre, major***
.9 ***dwelling unit***
.10 ***financial service***
.11 ***flex unit***
.12 ***health service***
.13 ***indoor animal daycare and grooming***
.14 ***indoor amusement, entertainment and recreation***
.15 ***liquor primary licensed premise***
.16 ***live work unit*** (subject to specific use regulation 7.8)
.17 ***minor home occupation*** (subject to specific use regulation 7.3)
.18 ***office***
.19 ***on-site beer/wine making***
.20 ***personal service establishment***
.21 ***recreation equipment sale, service and rentals***
.22 ***restaurant***
.23 ***retail store***
.24 ***short term rental*** (subject to specific use regulation 7.6)
.25 ***townhouse***

14.8.3 SUBDIVISION AND DEVELOPMENT REGULATIONS

.1	Minimum ***lot width***:	90.0 m
.2	Minimum ***lot area***:	3,200 m^2
.3	Maximum ***lot coverage***:	56%
.4	Maximum ***density***:	1.1 ***FAR***
.5	Maximum ***height***:	13.0 m

.6	Minimum ***front yard***:	1.5 m
.7	Minimum ***interior side yard:***	3.0 m
.8	Minimum ***exterior side yard***	1.5 m
.9	Minimum ***rear yard***:	2.5 m

14.8.4 AMENITY SPACE

.1 ***Amenity space*** shall be provided at the rate of 10.0 m^2 for each ***dwelling unit***.

.2 All ***amenity space*** may be provided above ***approved grade.***

14.8.5 OTHER REGULATIONS

.1 Commercial ***uses*** shall be limited to the ***first storey*** of the ***buildings***.

.2 In addition to the regulations in Section 7.8, ***live work units*** shall be limited to the first two ***storeys*** of the ***buildings***.

14.8.6 PARKING REGULATIONS

.1 Notwithstanding Table 6.6, the minimum number of ***parking spaces*** for ***uses*** shall be as follows:

a. Minimum 44 ***parking spaces*** for ***dwelling units*** and ***live-work units***;

b. Minimum 4 ***parking spaces*** for visitor parking; and

c. Minimum 3 ***parking spaces*** for commercial ***uses***.

City of Penticton

Schedule 'B'
Zoning Bylaw

N

0 0.25 0.5 1

Kilometres

Scale: 1:12,500

Legend

- Road
- Stream
- City of Penticton Municipal Boundary
- Penticton Indian Band
- Waterbody

Zoning Bylaw

No Zoning

- No Zoning - No Zoning

Rural Zones

- FG - Forestry and Grazing
- A - Agriculture
- RC - Country Residential Housing

Urban Residential Zones

- R4-S - Small-Scale Multi-Unit Residential - Small Lot
- R4-L - Small-Scale Multi-Unit Residential - Large Lot
- RSM - Mobile Home Park Housing
- RM1 - Bareland Strata Housing
- RM2 - Low Density Multiple Housing
- RM3 - Medium Density Multiple Housing
- RM4 - High Density Multiple Housing
- RM5 - Urban Residential

Commercial Zones

- C1 - Commercial Transition
- C2 - Neighborhood Commercial
- C3 - Mixed Use Commercial
- C4 - General Commercial
- C5 - Urban Centre Commercial
- C6 - Urban Peripheral Commercial
- C7 - Service Commercial
- C8 - Vehicle Service Station
- C9 - Marina Way Commercial
- CT1 - Tourist Commercial
- CT2 - Campground Commercial
- CT3 - Hotel Resort

Industrial Zones

- M1 - General Industrial
- M2 - Heavy Industrial
- M3 - Wrecking Yard

Public Assembly & Recreation Zones

- P1 - Public Assembly
- P2 - Parks and Recreation
- P3 - Major Utilities
- P4 - Environmental Reserve

Comprehensive Development

- CD2- Comprehensive Development (270 Riverside Drive)
- CD3 - Comprehensive Development (2784 Skaha Lake Road)
- CD5 - Comprehensive Development (3388 Skaha Lake Road)
- CD6 - Comprehensive Development (962 Churchill Avenue)
- CD7 – Comprehensive Development (154 Brunswick Street)
- CD8 - Comprehensive Development (795 Westminster Ave W)

2024-05-08 4:12 PM

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Okanagan Lake

Skaha Lake

Pearson Rd
Naramata Rd
Maynard Rd
Wiltsie Rd
Fleet Rd
Three Mile Rd
Johnson Spring Creek
Penn Rd
Strutt Creek
Power Rd
Penn Grove Rd
Todd Rd
Chapman Rd
Davenport Ave
Naramata Rd
Headwaters Rd
Evans Ave
Garnet Ave
Gorbitsky Ave
Sundance Rd
Upper Bench Rd N
Randolph Creek
Munson Ave
McMillan Ave
Middle Bench Rd N
Upper Bench Rd S
Tupper Ave
Lower Bench Rd
Mutch Ave
Hillside Ave
Middle Bench Rd S
Lower Bench Rd S
Penticton Creek
Green Mountain Rd
Steward Creek
Yancouver Ave
Lakeshore Dr W
Churchill Ave
Alexander Ave
Riverside Dr
Burnaby Ave
Victoria St W
Nanaimo Ave W
Wade Ave W
Eckhardt Ave W
Main St
Westminster Ave W
Nanaimo Ave E
Wade Ave E
Eckhardt Ave E
Warren Ave E
Warren Ave W
Industrial Ave W
Industrial Ave E
Commercial Way
Okanagan Ave E
Carmi Ave
Duncan Ave
Granby Ave
Ellis Creek
Skaha Bluffs Park
Kinney Ave
Brandon Ave
Green Ave W
Green Ave E
Waterford Ave
Yorkton Ave
Skaha Lake Rd
South Main Dr
Penticton Ave
Nelson Ave
Edmonton Ave
Calgary Ave
Winnipeg St
Ontario St
Victoria Rd
Lakeshore Dr
Sunglo Dr
Shingle Creek
Okanagan River
Channel Pkwy
Airport Rd
Gillies Creek
Matheson Creek
Smythe Dr
Richter St
Lakeshore Rd
Lakeside Rd
Lakeview Rd
Lakeview Cres
Lakeview Ct
Lakeview Heights Dr
Lakeview Heights Cres
Lakeview Heights Ct
Lakeview Heights Pl
Lakeview Heights Rd
Lakeview Heights Ave
Lakeview Heights Way
Lakeview Heights Blvd
Lakeview Heights Terrace
Lakeview Heights Crescent
Lakeview Heights Court
Lakeview Heights Place
Lakeview Heights Road
Lakeview Heights Avenue
Lakeview Heights Drive
Lakeview Heights Boulevard
Lakeview Heights Circle
Lakeview Heights Lane
Lakeview Heights Trail
Lakeview Heights Path
Lakeview Heights Walk
Lakeview Heights Mews
Lakeview Heights Gate
Lakeview Heights Square
Lakeview Heights Plaza
Lakeview Heights Park
Lakeview Heights Garden
Lakeview Heights Grove
Lakeview Heights Hill
Lakeview Heights Valley
Lakeview Heights Ridge
Lakeview Heights View
Lakeview Heights Vista
Lakeview Heights Point
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Lakeview Heights Harbour
Lakeview Heights Marina
Lakeview Heights Beach
Lakeview Heights Shore
Lakeview Heights Waterfront
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Lakeview Heights Region
Lakeview Heights District
Lakeview Heights Municipality
Lakeview Heights City
Lakeview Heights Town
Lakeview Heights Village
Lakeview Heights Hamlet
Lakeview Heights Settlement
Lakeview Heights Community
Lakeview Heights Neighborhood
Lakeview Heights Subdivision
Lakeview Heights Development
Lakeview Heights Project
Lakeview Heights Plan
Lakeview Heights Scheme
Lakeview Heights Proposal
Lakeview Heights Application
Lakeview Heights Permit
Lakeview Heights License
Lakeview Heights Approval
Lakeview Heights Rejection
Lakeview Heights Appeal
Lakeview Heights Hearing
Lakeview Heights Meeting
Lakeview Heights Agenda
Lakeview Heights Minutes
Lakeview Heights Report
Lakeview Heights Recommendation
Lakeview Heights Decision
Lakeview Heights Resolution
Lakeview Heights Motion
Lakeview Heights Vote
Lakeview Heights Quorum
Lakeview Heights Chair
Lakeview Heights Secretary
Lakeview Heights Clerk
Lakeview Heights Mayor
Lakeview Heights Councillor
Lakeview Heights Alderman
Lakeview Heights Trustee
Lakeview Heights Director
Lakeview Heights Manager
Lakeview Heights Supervisor
Lakeview Heights Coordinator
Lakeview Heights Planner
Lakeview Heights Engineer
Lakeview Heights Surveyor
Lakeview Heights Architect
Lakeview Heights Designer
Lakeview Heights Builder
Lakeview Heights Contractor
Lakeview Heights Developer
Lakeview Heights Owner
Lakeview Heights Resident
Lakeview Heights Citizen
Lakeview Heights Taxpayer
Lakeview Heights Voter
Lakeview Heights Elector
Lakeview Heights Candidate
Lakeview Heights Campaign
Lakeview Heights Election
Lakeview Heights Referendum
Lakeview Heights Plebiscite
Lakeview Heights Petition
Lakeview Heights Survey
Lakeview Heights Census
Lakeview Heights Statistics
Lakeview Heights Data
Lakeview Heights Information
Lakeview Heights Record
Lakeview Heights Archive
Lakeview Heights Library
Lakeview Heights Museum
Lakeview Heights Gallery
Lakeview Heights Theatre
Lakeview Heights Cinema
Lakeview Heights Arena
Lakeview Heights Stadium
Lakeview Heights Park
Lakeview Heights Playground
Lakeview Heights Trail
Lakeview Heights Path
Lakeview Heights Walk
Lakeview Heights Road
Lakeview Heights Street
Lakeview Heights Avenue
Lakeview Heights Drive
Lakeview Heights Boulevard
Lakeview Heights Circle
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Lakeview Heights Terrace
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Lakeview Heights Ct
Lakeview Heights Pl
Lakeview Heights Cres
Lakeview Heights Terr
Lakeview Heights Hwy
Lakeview Heights Pkwy
Lakeview Heights Sq
Lakeview Heights Mews
Lakeview Heights Gate
Lakeview Heights Plaza
Lakeview Heights Park
Lakeview Heights Garden
Lakeview Heights Grove
Lakeview Heights Hill
Lakeview Heights Valley
Lakeview Heights Ridge
Lakeview Heights View
Lakeview Heights Vista
Lakeview Heights Point
Lakeview Heights Bay
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Lakeview Heights Hamlet
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Lakeview Heights Neighborhood
Lakeview Heights Subdivision
Lakeview Heights Development
Lakeview Heights Project
Lakeview Heights Plan
Lakeview Heights Scheme
Lakeview Heights Proposal
Lakeview Heights Application
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Lakeview Heights License
Lakeview Heights Approval
Lakeview Heights Rejection
Lakeview Heights Appeal
Lakeview Heights Hearing
Lakeview Heights Meeting
Lakeview Heights Agenda
Lakeview Heights Minutes
Lakeview Heights Report
Lakeview Heights Recommendation
Lakeview Heights Decision
Lakeview Heights Resolution
Lakeview Heights Motion
Lakeview Heights Vote
Lakeview Heights Quorum
Lakeview Heights Chair
Lakeview Heights Secretary
Lakeview Heights Clerk
Lakeview Heights Mayor
Lakeview Heights Councillor
Lakeview Heights Alderman
Lakeview Heights Trustee
Lakeview Heights Director
Lakeview Heights Manager
Lakeview Heights Supervisor
Lakeview Heights Coordinator
Lakeview Heights Planner
Lakeview Heights Engineer
Lakeview Heights Surveyor
Lakeview Heights Architect
Lakeview Heights Designer
Lakeview Heights Builder
Lakeview Heights Contractor
Lakeview Heights Developer
Lakeview Heights Owner
Lakeview Heights Resident
Lakeview Heights Citizen
Lakeview Heights Taxpayer
Lakeview Heights Voter
Lakeview Heights Elector
Lakeview Heights Candidate
Lakeview Heights Campaign
Lakeview Heights Election
Lakeview Heights Referendum
Lakeview Heights Plebiscite
Lakeview Heights Petition
Lakeview Heights Survey
Lakeview Heights Census
Lakeview Heights Statistics
Lakeview Heights Data
Lakeview Heights Information
Lakeview Heights Record
Lakeview Heights Archive
Lakeview Heights Library
Lakeview Heights Museum
Lakeview Heights Gallery
Lakeview Heights Theatre
Lakeview Heights Cinema
Lakeview Heights Arena
Lakeview Heights Stadium

Amended By Bylaw No.

City of Penticton

Schedule 'C' – Penticton Plaza Transit-Oriented Area Map

N

0 25 50 100

Metres

Scale: 1:1,500

Legend

- Road
- Stream
- City of Penticton Municipal Boundary
- Penticton Indian Band
- Waterbody
- Bus Exchange
- 200 metre radius
- 400 metre radius
- Area 1 (0 - 200m)
- Area 2 (200 - 400m)

2024-05-10 9:24 AM

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City of Penticton

Schedule 'D' – Peachtree Square Transit-Oriented Area Map

N

0 25 50 100

Metres

Scale: 1:1,500

Legend

- Road
- Stream
- City of Penticton Municipal Boundary
- Penticton Indian Band
- Waterbody
- Bus Exchange
- 200 metre radius
- 400 metre radius
- Area 1 (0 - 200m)
- Area 2 (200 - 400m)

2024-05-10 9:57 AM

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City of Penticton

Schedule 'E' – Cherry Lane Mall Transit-Oriented Area Map

N

0 25 50 100

Metres

Scale: 1:1,500

Legend

- Road
- Stream
- City of Penticton Municipal Boundary
- Penticton Indian Band
- Waterbody
- Bus Exchange
- 200 metre radius
- 400 metre radius
- Area 1 (0 - 200m)
- Area 2 (200 - 400m)

2024-05-10 10:01 AM

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Council Report

penticton.ca

Date: June 18, 2024 File No: RMS/6440-01
To: Anthony Haddad, City Manager
From: Steven Collyer, Housing and Policy Initiatives Manager and Jamie Lloyd-Smith, Social Development Specialist

Subject: **City-Owned Properties for Affordable Housing**

Staff Recommendation

THAT Council direct staff to pursue social housing development on the following City-owned sites to address workforce, seniors, and youth housing needs:

- 225, 231, 235, 241, 247, 251, 253, 271, 283 Ellis Street and 99 Nanaimo Avenue East (Ellis St North Block)
- 971, 977, 985, 999 Eckhardt Avenue West (Eckhardt Ave Block)
- 2509 South Main Street

AND THAT Council direct staff to include those City-owned sites in the upcoming Social Housing Plan.

Strategic Priority Objective

Livable and Accessible: Proactively plan for deliberate growth; focused on an inclusive, healthy, safe and desirable place to live.

Proposal

The 2023 Housing Needs Assessment identified a range of housing needs for various demographics including seniors, youth, and workers. Making progress on the full range of housing needs is critical to support a livable, inclusive, and vibrant community. Utilizing public and City-owned lands for the development of affordable housing is part of the solution to meet the affordability needs of seniors, youth and workers who reside and contribute to the community.

This report seeks Council's direction to support the use of three City-owned sites with near-term development potential for social housing development, inclusion in the Social Housing Plan, and an associated communications plan. The term 'Social Housing,' according to the Province, refers to "housing development that government subsidizes and that either government or a non-profit housing partner owns and/or

operates."[1] While the City is in the process of developing a Social Housing Plan, the following three sites have strong potential for near-term housing developments while the larger planning process occurs.

The Social Housing Plan will be a tactical plan that goes beyond identifying social housing targets. The Social Housing Plan will also provide a more comprehensive list of potential housing sites on 'community land', including sites owned by the City along with sites owned by non-profit partners, faith-based groups, and other levels of government and their agencies, which may be suitable for social housing development, with linkage to potential capital funding sources to build on the identified sites.

The three City-owned sites with near-term housing development potential are:

- Ellis Street Block:
  - 225, 231, 235, 241, 247, 251, 253, 271, 283 Ellis Street and 99 Nanaimo Avenue East
- Eckhardt Ave Block:
  - 971, 977, 985, 999 Eckhardt Avenue West
- 2509 South Main St

Background

City-Owned Land and 'Community Land' Assets

The City owns many parcels of land in Penticton. These lands are mostly committed to various uses (i.e. roads, parks, municipal buildings, etc.), with a few undeveloped and uncommitted sites having more near-term development potential. The City has been reviewing its land holdings under Council's direction to find opportunity sites for housing developments through a December 2022 resolution:

	13.4 Notice of Motion from Mayor Bloomfield
407/2022	**It was MOVED and SECONDED** WHEREAS affordable housing was a prominent topic in the recent municipal election; AND WHEREAS most of the providers of social care in Penticton are expressing a need for affordable housing; AND WHEREAS the City owns undeveloped land in various locations; AND WHEREAS there is a recognized need for affordable housing throughout the Province; THEREFORE BE IT RESOLVED THAT Council direct staff to prepare a report focused on the possibility of the City providing land for workforce and affordable housing projects, potential locations and types of housing needs and approximate costs; AND THAT the report be brought to Council for their consideration at a future Council meeting. **CARRIED UNANIMOUSLY**

This report is a next step in moving towards making specific City-owned sites available for social housing development. While the City is a major landowner, there are many other community groups which own land suitable for a range of affordable housing as well. 100 More Homes Penticton, the lead local entity of non-profit organizations, have a strong history of working collaboratively through consensus over competition and have indicated a strong desire to bring together community assets and create a Social Housing Plan that eliminates non-profits competitively applying for funding. Instead, the Social Housing Plan envisions a

[1] British Columbia – Social Housing: https://www2.gov.bc.ca/gov/content/housing-tenancy/affordable-and-social-housing/social-housing

consensus-led process that aligns different organization's mandate and interest, with the best assets and funding opportunities to ensure all housing needs are met. The City will come to the table with opportunity sites and work closely with community groups on opportunity sites they own as well. Work on the Social Housing Plan is underway and the work plan is included as Attachment A.

City-Owned Site: Ellis Ave Block

The Ellis Ave block is located adjacent to the downtown. Bounded by Ellis St. Nanaimo Ave E, Backstreet Blvd and Penticton Creek, this 0.9 acre City-owned site currently contains an undeveloped gravel parking lot (Attachment B).

With frontage on three streets and its proximity to downtown amenities and the Okanagan Lake waterfront, this site is highly desirable for mixed-use development, with ground floor commercial uses and residential on upper floors. This site was, at one time, envisioned for a performing arts centre; however, no substantial progress has been made on this vision in recent years. Recognizing the local housing need and potential for downtown development, staff consider this site well-suited for a social housing project.

The site is zoned C5 (Urban Centre Commercial), which supports a mix of commercial/service uses at grade and residential or office space above. The zoning allows for building heights up to 10 storeys and 100% lot coverage, reflecting the dense built form around the downtown.

City-Owned Site: Eckhardt Ave Block

The Eckhardt Ave Block is located in the North Gateway at the corner of Eckhardt Ave (Highway 97) and Comox Street (Attachment C). The site is vacant but used as overflow parking during events at the South Okanagan Events Centre and previously contained single detached homes which have been demolished.

This site was rezoned from single-detached to RM3 (Medium Density Multiple Housing) through Zoning Bylaw No. 2024-22 to support future high-density housing development. This area of the North Gateway between Comox and Alberni Streets is expected to redevelop with higher density residential uses over time, reflected by the North Gateway Plan and the updated OCP future land use designations in that area.

The Eckhardt Ave Block represents a lot consolidation of 4 properties which could set an example for future lot consolidations and denser developments in that area. The RM3 zoning allows for apartment buildings up to 6 storeys and up to 50% lot coverage. Housing on this site would contribute towards the 2,200 units anticipated in the North Gateway over the next two decades.

City-Owned Site: 2509 South Main Street

This City-owned lot at the corner of South Main St and Galt Ave previously contained the Sheilings Motel. The site was purchased in 2020 to facilitate the 'Points Intersection' project, including the upgrades to Galt Avenue and installation of a roundabout at South Main/Galt/Pineview. The remainder portion of this site is envisioned for residential development (Attachment D).

In 2023, Council directed staff to use money from the Affordable Housing Reserve to complete pre-development work assessing the feasibility of housing on the site. In late 2023, the City applied to the provincial Community Housing Fund for capital funding to build a 6 storey, non-market 56-unit apartment

building on the site. Unfortunately, that application was not successful, in part because of the highly competitive nature of the grant.

Through Zoning Bylaw No. 2024-22, the site was rezoned from CT1 (Tourist Commercial) to RM3 (Medium Density Multiple Housing) to better reflect the intended residential use of the site. This zoning supports apartments up to 6 storeys and up to 50% lot coverage.

Housing Needs Assessment

The most recent Housing Needs Assessment was completed in July 2023. Key findings include:

- More Penticton renter households are spending 30% or more of their income on housing than Vancouver and Victoria households;
- More family-oriented housing options are needed to support growth, attract residents, and address declining school enrollment;
- There is a need for more workforce housing for middle-income households in Penticton to attract new workers;
- Limited affordable rental housing is a barrier to academic student enrollment;
- While the city's aging population may lead to a greater demand for affordable housing that is appropriate for older individuals, more housing that attracts working age people and families to the City is also needed to support local economic wellbeing.

The Housing Needs Assessment notes the range of housing needs in Penticton, including those for seniors, youth, and workers. The importance of progressing on those needs was highlighted in key interest group interviews conducted as part of the Housing Needs Assessment. Major local employers and industry representatives shared their housing-related challenges with retaining youth in the community, attracting workers, and supporting the local economy as the population ages and balancing the needs of an increasingly aging population.

Senior and Youth Housing

Council recently affirmed their interest in exploring housing opportunities for seniors and youth. On May 21, 2024, Council passed resolution 155/2024:

	9.3	Notice of Motion introduced by Councillor Graham for consideration on May 21, 2024:
155/2024		**It was MOVED and SECONDED** THAT Council direct staff to bring back options to facilitate potential sites in the community for senior and youth housing. **CARRIED** **Councillors Miller and Watt, Opposed**

In the Council meeting, the need to address senior and youth housing was discussed in context of other housing needs, including those for the workforce. There was a desire by Council to investigate opportunity sites for housing, and this report identifies three City-owned sites with near-term potential for housing development. Staff note that these sites are limited to only those owned by the City. There are likely many other opportunity sites for non-market housing which could suit seniors and youth. Through the Social Housing Plan, staff will lead collaborative discussions with non-profit partners and external agencies to

identify other 'community land' opportunities for housing. This work will expand the number of housing opportunity sites.

Non-market housing developments are usually constructed with funding support from higher levels of government through a variety of funding programs. Currently, BC Housing has two main programs aimed at increasing affordable housing for workers, youth and seniors in the province - the Community Housing Fund (CHF) and BC Builds. These two programs complement several other housing funding streams offered by BC Housing geared towards other underserved groups, such as the emergency shelter program, supportive housing program, Indigenous housing program and women's housing program. In addition to these, BC Housing also directly funds the construction of housing, for example with the upcoming Skaha Assembly project on Skaha Lake Road.

The CHF has a broad scope to fund new housing projects for a range of residents and needs. Youth and seniors housing would be eligible through the CHF program, and is in fact priority populations for those funding programs. It is expected the next round of CHF applications will open in early 2025, following the fall 2024 provincial election. The CHF program also provides for significant pre-development funding for sites that are deemed suitable for the program. The City, in early 2024, did apply to the CHF fund for the 2509 South Main Street site, but was not successful given the fact that the program was oversubscribed, and that the application did not include an operator or builder. BC Housing has provided feedback that the site is suitable for a future funding call and that pre-development funding may be available for a stronger application in the next intake.

BC Builds is a new provincial funding program with a rolling intake window and is focused on workforce housing (more details below).

At the federal level, the Canadian Mortgage and Housing Corporation (CMHC) has several capital funding opportunities as well, such as the Affordable Housing Fund and Community (Social) Housing Fund. While CMHC grants are largely more competitive than provincial funding, most of them have a rolling intake which could allow for future applications.

These timelines allow for the Social Housing Plan to be created in advance to prepare comprehensive capital funding applications for well-aligned non-market housing proposals, putting Penticton-based applications in a much stronger position for these competitive and limited provincial and federal capital funds. These capital funding programs support community partnerships around applications and the Social Housing Plan will demonstrate that collaborative effort.

Workforce Housing - BC Builds Program

Discussion on workforce housing emerged through the 2021 North Gateway Plan and continues through recent Council discussions. BC Builds is a new Provincial housing program to support the development of middle-income housing for working households finding it challenging to access market-rate rental or ownership housing. The project goal is to achieve middle-income households spending no more than 30% of their income on rent and having at least 20% of the units with rent at least 20% below market rate, for projects in partnership with non-profits.

The BC Builds program relies on low-cost land offered by government, non-profit, and community landowners including municipalities, First Nations, federal and provincial governments, faith-based groups, legions and

others. The housing may be standalone or located above another use or civic facility. The land must already be zoned for the intended residential use to help speed up the development process. The process involves bringing together the BC Builds team, landowners, non-profits, and developers to get alignment, resolve any issues quickly, and speed up project development timelines (Figure 1). The goal of the program is to go from concept to construction in 12-18 months.

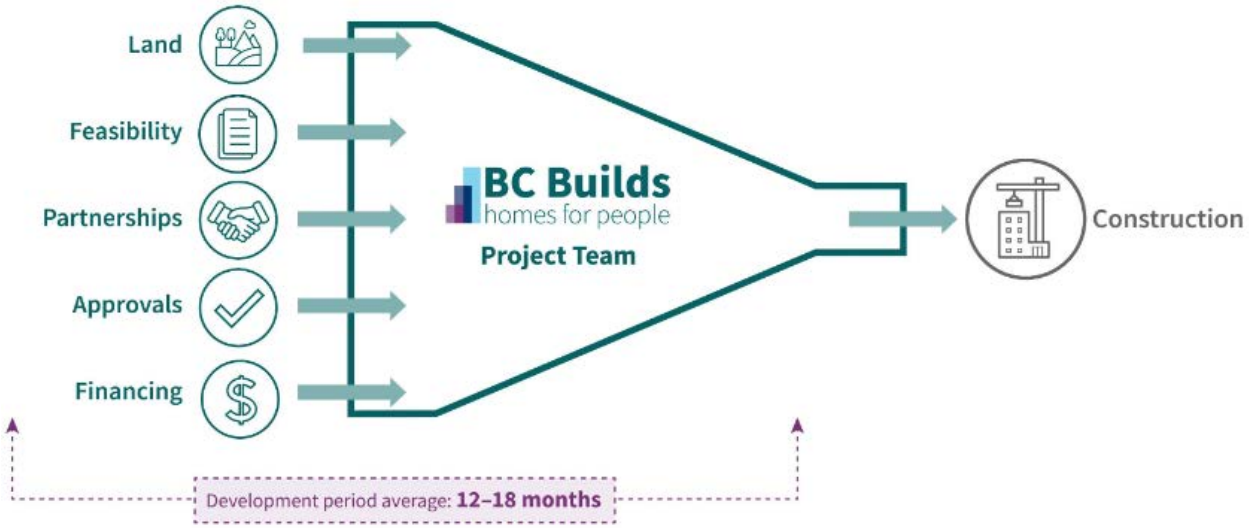


Figure 1 - Visual representation of the BC Builds project method to support short development timelines.

For approved BC Builds projects, low-interest financing and grants are available to achieve the desired affordability. BC Builds does not provide ongoing operating subsidies to buildings or build supportive or low-income housing. Other funding programs are designed to meet those needs.

Funding Alignment with City-Owned Sites

The three City-owned sites discussed in this report are well aligned with several funding programs listed above. Given Council's focus on senior, youth, and workforce housing, BC Builds and CHF are the most well-aligned programs to apply for. Staff will continue working with community partners and evaluating all available programs with suitable funding alignment. Given the various funding streams available, it is likely that projects on these three properties will be funded under different funding programs and come forward at different times. The benefit of having three available properties identified for different uses gives the ability to be ready for any type of funding program.

Climate Impact

The OCP guides new development into the built-up areas of the City, on land close to employment, services, shops, schools and transit. The three City-owned sites being considered for housing opportunities are well-located to meet this criteria and support a more climate-friendly form of development by increasing density in the built-up area of the city, supporting alternate modes of transportation for some trips, and making the most efficient use of existing city infrastructure. Alignment with the Community Climate Action Plan will be assessed when development proposals proceed on these sites. Staff will ensure through future approval processes that active transportation amenities, electric vehicle infrastructure, and energy efficiency requirements are met.

External Engagement & Communication

Should Council support staff's recommendation, letters will be sent to neighbouring properties within 100 m of each property and signage will be placed on the three separate sites to advertise the fact that the sites will be used for the intended purpose of social housing. A QR code and the web address directing the public to ShapeYourCityPenticton.ca for more information will be included in all correspondence.

ShapeYourCityPenticton.ca will be the hub for information related to this project, where reports, draft plans and other documents will be available. A separate public engagement opportunity will be launched for the Social Housing Plan once the document is ready for review and feedback and other processes for the disposition of lands into any funding program or any zoning or development processes will likely involve further public notification and consultation.

The goal is to provide early notice to the community of the intent for the properties in question to be used for social housing, intended for workforce, youth, and senior housing, so that when other processes occur on the lands the public will be prepared to participate in a meaningful way.

Analysis

Staff are seeking Council's direction to utilize three City-owned sites for social housing, which will help align the site, operator capacity, and demographic suitability for each project.

Official Community Plan Alignment

The Official Community Plan (OCP) sets out the broad vision and goals for the community over the next two decades, including direction on growth and housing. The OCP was recently updated in response to the identified housing needs in Penticton. This work aligns with several OCP policies which encourage the City to work collaboratively with partners to address housing needs, including:

OCP Policy 4.1.2.1	Where the need is demonstrated, collaborate and partner with senior governments, Interior Health, the non-profit housing sector and the development community to facilitate the retention and development and operation of housing projects across the housing spectrum including shelters, transitional housing, complex care, supportive housing, non-market housing, co-op housing, and affordable rental and ownership housing for singles, families, youth and seniors with the goal of expanding the amount of non-market units in the city.
OCP Policy 4.1.2.2	Maximize the housing potential of existing land assets (sites and buildings) owned by non-profits and governments, including the City, through strategic partnerships and knowledge sharing.
OCP Policy 4.1.2.3	Recognize that while senior governments play the primary role in fostering funding and delivering affordable housing, the City will provide support through technical assistance, supportive regulations, partnerships, community consultation, project facilitation and implementing policies that encourage new housing development across Penticton.
OCP Policy 4.1.2.5	Engage in robust community consultation and work with community partners to gain support for affordable housing projects and to refine projects to reflect community input.

Social Development Framework Alignment

The Council endorsed Social Development Framework establishes six key priorities for the Social Development Department, two of which focus on both homelessness and housing, with specific mention of the creation of a Social Housing Plan. Beyond that, the Social Development Framework embeds principles of collaboration and consensus in how the department operates, in recognizing that non-profit, government and community partners are paramount in operating and funding the necessary housing. This process also seeks more opportunities for consensus-led decision making to enable better and more strategic community action.

Priority	*Strategy*
Homelessness	Explore the Development of a Social Housing Plan.
Homelessness	Work with the Youth Homelessness Action Table to develop options to address and prevent youth becoming unhoused.
Housing	Work with 100 More Homes to access funding support via BC Housing.
Housing	Find opportunities to work with the social services sector on affordable housing opportunities with City owned land.
Governance	Building off the Success of the Building Safer Communities Fund process, explore opportunities for consensus-led decision-making opportunities with community partners.

Summary

This report seeks Council's direction to utilize three City-owned sites for affordable housing projects, inclusion in the Social Housing Plan, and support for the communication plan. The progression of these sites into housing will occur concurrently to the development of the Social Housing Plan. Council will have multiple future decisions on each of these sites as they proceed through various capital funding applications, agreements, and land use approvals.

These three City-owned sites will help support the housing needs, but do not go far enough on their own to solve Penticton's housing challenges. Staff intend to utilize the Social Housing Plan to clearly demonstrate to funders that the community has come together to not only identify housing needs, but to identify specific sites and specific operators to address the range of housing needs. Through this work, the City has an opportunity to develop an action-focused plan by leveraging the strategic relationships with community partners to create strategic alignment and support future capital funding applications to build the affordable housing needed in the community.

Attachments

Attachment A – Social Housing Plan work plan
Attachment B – Ellis Block property report
Attachment C – Eckhardt Block property report
Attachment D – 2509 South Main St property report

Respectfully submitted,

Steven Collyer, RPP, MCIP
Housing and Policy Initiatives Manager

Jamie Lloyd-Smith
Social Development Specialist

Concurrence

Director of Development Services	Director of Public Safety & Partnerships	Director of Finance & Administration	General Manager of Infrastructure	Director of Community Services	City Manager
BL	JC	AMC	KD	KJ	SH

Attachment A – Social Housing Plan work plan

WHEN	WHAT
May 2024	• Set general project approach, framework ideas, and scope • Conduct research into similar social housing plans in other communities • Begin compiling relevant data to identify social and other infrastructure targets • Review City Lands Strategy
June 2024	• Develop a framework for the Social Housing Plan outlining the sections of the document • Seek Council direction on three City-owned sites with near-term development potential for inclusion in the Social Housing Plan
June/July 2024	• Prepare and conduct interviews/questionnaires with partners to gather information about their land assets, current capacity, and future plans for housing
August 2024	• Compile the interview/questionnaire responses and consolidate information • Prepare for facilitated session with community partners • Create map of all community land opportunity sites for facilitated session
September 2024	• City and community partners meet in a facilitated session to set goals, opportunities, and practical actions to include in the plan
September/October 2024	• Staff draft the content of the plan • Draft plan is presented to Council, requesting to launch public engagement
October 2024	• Public engagement on draft plan
November 2024	• Draft document is brought forward to a second meeting with City and community partners to review public engagement feedback, update, and endorse the draft plan
December 2024	• Social Housing Plan is finalized and brought forward to Council for endorsement

Attachment B – Ellis Block property report

Property Information	
Property Owner:	Penticton (City)
Civic Address:	225, 231, 235, 241, 247, 251, 253, 271, 283 Ellis Street; 99 Nanaimo Ave E
Parcel Size:	3,723 m2; 0.92 ac

Land Use Information	
Zoning: C5 Urban Centre Commercial	
Maximum **lot coverage:**	100%
Maximum **density:**	6.0 Floor Area Ratio
Maximum **height:**	36.6 m
Minimum **front yard:**	0.0 m
Minimum **side yards:**	0.0 m
Minimum **rear yard:**	0.0 m
Official Community Plan – Future Land Use: Downtown Mixed Use	

Transit Oriented Area:	No
Site Specific Zoning:	No
Downtown Development Permit Area:	Yes
Hillside Development Permit Area:	No
Riparian Development Permit Area:	Yes (portion)
Environmental Development Permit Area:	Yes (portion)
Floodplain Area:	No
Wildfire Area:	No
Geotechnical Assessment:	Standard



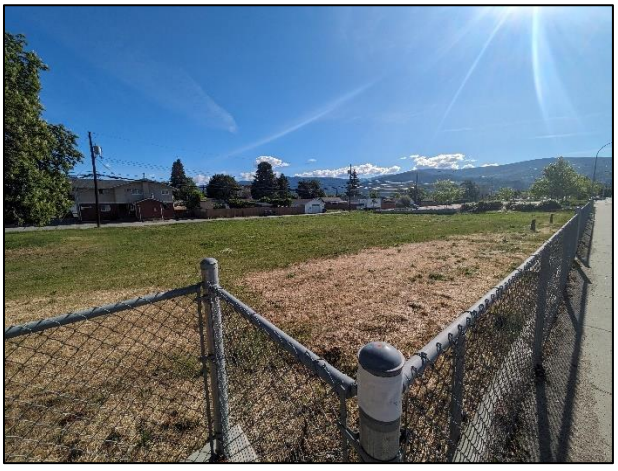


Attachment C – Eckhardt Block property report

Property Information	
Property Owner:	Penticton (City)
Civic Address:	999, 985, 977, 971 Eckhardt Ave W
Parcel Size:	3,958 m2; 0.987 ac

Land Use Information	
Current Zoning: RM3 – Medium Density Multiple Housing	
Maximum **lot coverage:**	50%
Maximum **density:**	1.6 Floor Area Ratio
Maximum **height:**	24 m
Minimum **front yard:**	3.0 m
Minimum **side yard:**	4.5 m
Minimum **rear yard:**	6.0 m
Official Community Plan – Future Land Use: High Density Residential	
Transit Oriented Area:	No
Site Specific Zoning:	No
Downtown Development Permit Area:	No
Hillside Development Permit Area:	No
Riparian Development Permit Area:	No
Environmental Development Permit Area:	No
Floodplain Area:	No
Wildfire Area:	No
Geotechnical Assessment:	Standard





Attachment D – 2509 South Main St property report

Property Information	
Property Owner:	Penticton (City)
Civic Address:	2509 South Main St
Parcel Size:	2390 m2; 0.59 ac (after intersection improvements)

Land Use Information	
Current Zoning: RM3 – Medium Density Multiple Housing	
Maximum **lot coverage:**	50%
Maximum **density:**	1.6 Floor Area Ratio
Maximum **height:**	24 m
Minimum **front yard:**	3.0 m
Minimum **side yard:**	4.5 m
Minimum **rear yard:**	6.0 m
Official Community Plan – Future Land Use: High Density Residential	
Transit Oriented Area:	No
Site Specific Zoning:	No
Downtown Development Permit Area:	No
Hillside Development Permit Area:	No
Riparian Development Permit Area:	No
Environmental Development Permit Area:	No
Floodplain Area:	No
Wildfire Area:	No
Geotechnical Assessment:	Standard



