Agenda

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Regular Council Meeting

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

Tuesday, June 20, 2023
at 1:00 p.m.

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

2. **Introduction of Late Items**

3. **Adoption of Agenda**

4. **Adoption of Minutes:**

	4.1	Minutes of the June 6, 2023 Regular Council Meeting	1-5	Adopt

5. **Consent Agenda:**

Recommendation:
THAT Council approve the Consent Agenda: 6-13
1. *Minutes of the June 6, 2023 Committee of the Whole Meeting;*
2. *Draft Minutes of the May 31, 2023 Parks and Recreation Advisory Committee Meeting; and*
3. *Draft Minutes of the June 14, 2023 Official Community Plan – Housing Task Force Meeting.*

Gilbert
Watt/Konanz

6. **Staff Reports:**

Haddad	6.1	OCP Housing Task Force Update *Staff Recommendation: THAT Council receive into the record the report dated June 20, 2023 titled "OCP Housing Task Force Update".*	14-19
Collyer	6.2	Official Community Plan Amendment – Application for 1704 Government Street *Staff Recommendation: THAT Council, following the Community Engagement for OCP Amendments Procedure, direct staff to commence public engagement for a proposed Official Community Plan amendment to change the future land use designation on 1704 Government Street from 'Industrial' to 'Mixed Use'.*	20-62
Capewell	6.3	Official Community Plan Amendment - Application for 791 and 799 Martin Street *Staff Recommendation: THAT Council, following the Community Engagement for OCP Amendments Procedure, direct staff to commence public engagement for an Official Community Plan amendment, to change the future land use designation from 'Detached Residential' to 'Ground Oriented Residential', for a proposed 14-unit townhouse development at 791 and 799 Martin Street.*	63-95

Collyer	6.4	UBCM Complete Communities Program – Grant Application *<u>Staff Recommendation:</u> THAT Council direct staff to submit a grant application seeking $80,000 from the 2023 UBCM Complete Communities Program, to be used to hire a consultant to complete design options work associated with the Official Community Plan housing review;* *AND THAT Council direct the Chief Financial Officer for the City of Penticton to sign and submit the application document on behalf of the City.*	96-105
Haddad	6.5	Community Centre – Facility Update & Maintenance Schedule *<u>Staff Recommendation:</u> THAT Council receive into the record the report dated June 20, 2023 titled "Community Centre – Facility Update & Maintenance Schedule";* *AND THAT Council approves a transfer from the Asset Emergency Reserve, up to a maximum of the reserve balance of $4.1M, to fund the Community Centre facility condition improvements and required upgrades.*	106-108
Haddad/Raposo	6.6	License to Use Agreement for Mundi 4 Points Enterprises Inc. Re: City Parking Lot – 907 Creston Avenue *<u>Staff Recommendation:</u> THAT Council approve the 3-year License to Use Agreement, which includes two (2) additional renewal terms, with Mundi 4 Points Enterprises Inc. for the use of the nine (9), dedicated parking spaces in the City parking lot located at 907 Creston Avenue for the purpose of hotel guest parking of the Four Points by Sheraton Penticton;* *AND THAT Council authorize Mayor and Corporate Officer to execute the License to Use Agreement and the two (2) additional License to Use Agreements for the renewal terms.*	109-156
Dixon	6.7	Disaster Mitigation and Adaptation Fund – Ellis #2 Dam Upgrades – Grant Application *<u>Staff Recommendation:</u> THAT Council direct staff to apply for the Disaster Mitigation and Adaptation Fund grant in the amount of $3.9 million (40% of the total estimated cost) for the purposes of rehabilitating the deficiencies that exist at the Ellis #2 Dam;* *AND THAT Council supports the project and commits to its share of (currently estimated at $5.9 million) of the project, as well as any cost overruns;* *AND FURTHER THAT Council authorize the Director of Finance and Administration to sign and submit the grant application.*	157-159
Coates/Plant	6.8	Updated Municipal Grant Policies *<u>Staff Recommendation:</u> THAT Council approve Municipal Grants Policy CP#2023-06, replacing Municipal Grants Policy CP#2020-02;* *AND THAT Council approve Municipal Special Events Grants Policy CP#2023-07, replacing Municipal Special Events Grants Policy CP#2020-04;* *AND THAT Council approve City Manager Grant Approval Policy CP#2023-08, replacing Chief Administrative Officer Grant Approval Policy CP#2020-03.*	160-198
Campbell	6.9	Growing Communities Fund Grant for 'Connected Community Capital Program' *<u>Staff Recommendation:</u> THAT Council approve and direct staff to implement the project program as outlined in this report dated June 20, 2023 titled "Growing Communities Fund Grant for 'Connected Community Capital Program'".*	199-238
Campbell	6.10	2022 Annual Report *<u>Staff Recommendation:</u> THAT Council receive into the record the 2022 Annual Report as circulated.*	239-338
Collyer	6.11	Development Variance Permit PL2023-9585 Re: 795 Westminster Avenue West *<u>Staff Recommendation:</u> THAT Council approve "Development Variance Permit PL2023-9585" for Lot 1 District Lot 2 Group 7 Similkameen Division Yale (Formerly Yale Lytton) District Plan EPP120592,*	339-349

located at 795 Westminster Avenue West, a permit to vary the following sections of Zoning Bylaw 2023-08 to allow the mixed-use development within the CD8 Comprehensive Development (795 Westminster Ave W) zone to be constructed in two phases:

- *Section 14.8.3.2: to reduce the minimum lot area from 3,200m^2 to 1,090m^2 (for phasing only), and*
- *Section 14.8.3.7: to reduce the minimum interior side yard from 3.0m to 0.0m (for phasing only);*

AND THAT Council direct staff to issue "Development Variance Permit PL2023-9585".

Tanguay 6.12 Development Variance Permit PL2023-9599 350-360

Re: 285 Dawson Avenue

Staff Recommendation: THAT Council approve "Development Variance Permit PL2023-9599" for Lot 8 District Lot 251 Similkameen Division Yale District Plan 11264 Except Plan KAP69961, located at 285 Dawson Ave, a permit to vary Section 12.1.2.6 of Zoning Bylaw 2023-08, to reduce the minimum exterior yard from 4.5 m to 0.0 m, in order to facilitate the construction of an accessory building, intended to hold equipment for the Penticton Fire Department;

AND THAT Council direct staff to issue the "Development Variance Permit PL2023-9599".

Capewell 6.13 Development Variance Permit PL2023-9557 361-466

Development Permit PL2023-9553

Re: 206 Marina Way, 201, 203, 225 and 247 Vancouver Avenue

Staff Recommendation: THAT Council approve "Development Variance Permit PL2023-9557" for:

1. *Lot A District Lot 202 Similkameen Division Yale District Plan KAP82861, located at 206 Marina Way,*
2. *That Part of Lot 1 Shown on Plan B5470 District Lot 202 Similkameen Division Yale District Plan 3218, located at 201 Vancouver Ave,*
3. *Lot 3 District Lot 202 Similkameen Division Yale District Plan 3219, located at 203 Vancouver Ave,*
4. *Lot 3 District Lot 202 Similkameen Division Yale District Plan KAP79185, located at 225 Vancouver Ave, and*
5. *Lot A District Lot 202 Similkameen Division Yale District Plan KAP85185, located at 247 Vancouver Ave (236 Marina Way),*

a permit to vary Zoning Bylaw No. 2023-08, Section 5.4.2.1, to increase the height of a retaining wall within a required yard (east) from 1.2m to 2.48m, above approved grade;

AND THAT Council direct staff to issue "Development Variance Permit PL2023-9557", subject to the consolidation of the 5 properties into one lot;

AND THAT Council, subject to approval of "Development Variance Permit PL2023-9557", approve "Development Permit PL2023-9553", for 206 and 236 Marina Way and 201, 203, 225 and 247 Vancouver Avenue, a permit to allow for the construction of a multi-residential development containing 29 residential units in the form of townhouse units.

Tanguay 6.14 Zoning Amendment Bylaw No. 2023-20 467-493

Development Permit PL2023-9544

Re: 732 Government Street

Staff Recommendation: THAT Council give first reading to "Zoning Amendment Bylaw No. 2023-20", for Lot 5 District Lot 249 Similkameen Division Yale District Plan 3578 Except Plan KAP68411, located at 732 Government Street, a bylaw to rezone the subject property from R2 (Small Lot Residential) to RM2 (Low Density Multiple Housing);

AND THAT Council forward "Zoning Amendment Bylaw No. 2023-20" to the July 18, 2023 Public Hearing;

AND THAT prior to adoption of "Zoning Amendment Bylaw No. 2023-20", the following condition be met:

1. *A 0.3 m wide road dedication along Government Street is registered with the Land Title Office.*

AND THAT Council, subject to adoption of "Zoning Amendment Bylaw No. 2023-20", consider and approve "Development Permit PL2023-9544", for Lot 5 District Lot 249 Similkameen Division Yale District Plan 3578 Except Plan KAP68411, located at 732 Government Street, a permit to approve the form and character of a four-unit townhouse.

Tanguay 6.15 Zoning Amendment Bylaw No. 2023-21 494-520
Development Permit PL2023-9551
Re: 720 Government Street

Staff Recommendation: THAT Council give first reading to "Zoning Amendment Bylaw No. 2023-21", for Lot A District Lot 249 Similkameen Division Yale District Plan KAP64083, located at 720 Government Street, a bylaw to rezone the subject property from R2 (Small Lot Residential) to RM2 (Low Density Multiple Housing);
AND THAT Council forward "Zoning Amendment Bylaw No. 2023-21" to the July 18, 2023 Public Hearing;
AND THAT Council, subject to adoption of "Zoning Amendment Bylaw No. 2023-21", approve "Development Permit PL2023-9551", for Lot A District Lot 249 Similkameen Division Yale District Plan KAP64083, located at 720 Government Street, a permit to approve the form and character of a four-unit townhouse.

7. **Public Question Period**

8. **Recess to a Closed Meeting:**

Resolution: THAT Council recess 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;
(d) the security of the property of the municipality;
(g) litigation or potential litigation affecting the municipality.

9. **Reconvene the Regular Council Meeting following the Public Hearing at 6:00 p.m.**

10. **Bylaws and Permits:**

Collison 10.1 Zoning Amendment Bylaw No. 2023-18 521-522 2nd/3rd/Adopt
Re: 60 Roy Avenue

Collison 10.2 Zoning Amendment Bylaw No. 2023-19 523-524 2nd/3rd
Re: 951 and 963 Dynes Avenue

11. **Staff Reports continued**

Tanguay 11.1 Change of Hours – Occupant Load Increase for Abandoned Rail Brewing Company 525-600
Re: 1220 Davenport Avenue

Staff Recommendation: THAT Council after hearing from the applicant choose one of the following alternatives:

1) Recommend to the Liquor and Cannabis Regulation Branch (LCRB) to support the change of hours for Abandoned Rail Brewing Company located at 1220 Davenport Avenue with restrictions of exterior patio service hours from 11:00am to 9:00pm Monday – Sunday and to increase the occupancy of their picnic area to 60.
2) Recommend to the Liquor and Cannabis Regulation Branch (LCRB) to support the change of hours for Abandoned Rail Brewing Company located at 1220 Davenport Avenue with restrictions of exterior patio service hours from 11:00am to 8:00pm Monday – Sunday and to increase the occupancy of their picnic area to 60.
3) Recommend to the Liquor and Cannabis Regulation Branch (LCRB) to not support the change of hours for Abandoned Rail Brewing Company located at 1220 Davenport Avenue but support the increase of their occupancy of their picnic area to 60.

12. **Notice of Motion**

13. **Business Arising**

14. **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'll 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.

15. **Council Round Table**

16. **Adjournment**

Minutes

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

Tuesday, June 6, 2023
at 1:00 p.m.

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

Staff: Donny van Dyk, Chief Administrative Officer
Angie Collison, Corporate Officer
Angela Campbell, Director of Finance & Administration
Kristen Dixon, General Manager of Infrastructure
Anthony Haddad, General Manager of Community Services
Blake Laven, Director of Development 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

220/2023 **It was MOVED and SECONDED**
THAT Council adopt the agenda for the Regular Council Meeting held on June 6, 2023 as presented.

CARRIED UNANIMOUSLY

4. Recess to Committee of the Whole

221/2023 **It was MOVED and SECONDED**
THAT Council recess to a Committee of the Whole meeting at 1:01 p.m.

CARRIED UNANIMOUSLY

5. Reconvene the Regular Council Meeting

Council reconvened the Regular Council Meeting at 1:40 p.m.

6. Adoption of Minutes:

6.1 Minutes of the May 16, 2023 Regular Meeting of Council

222/2023 **It was MOVED and SECONDED**
THAT Council adopt the Regular Council Meeting minutes of May 16, 2023 as presented.
CARRIED UNANIMOUSLY

7. Consent Agenda:

223/2023 **It was MOVED and SECONDED**
THAT Council approve the Consent Agenda:
1. Minutes of the May 16, 2023 Committee of the Whole Meeting;
2. Minutes of the May 16, 2023 Public Hearing;
3. Draft Minutes of the May 24, 2023 Accessibility Task Force Meeting;
4. Draft Minutes of the May 24, 2023 Official Community Plan – Housing Task Force Meeting; and
5. Release of Items from Closed Meeting:
   - THAT Council direct staff to advertise for applicants to the Agriculture Advisory Committee.
   - THAT Council accept the resignation of Amanda Lewis; AND THAT Council appoint James Ludvigson to the Accessibility Task Force.

CARRIED UNANIMOUSLY

8. Staff Reports:

8.1 Section 57 Notice on Title
Re: 41 Greenwood Drive

224/2023 **It was MOVED and SECONDED**
THAT the owners of 41 Greenwood Drive (the Property) be notified that Council will consider passing a resolution to place a notice on title, under section 57 of the Community Charter, with respect to contraventions of the City of Penticton Building Bylaw No. 2021-21 on Lot 18, District Lot 251 Similkameen Division Yale District, Plan 27075, located at 41 Greenwood Drive, stating the following: "Failure to complete a building permit, which is a violation of the City of Penticton Building Bylaw No. 2021-21. Further information about it may be inspected at the municipal hall."
AND THAT the owners be notified of the proposed notice on title report and be given the opportunity to speak to the matter at the regular Council meeting on July 18, 2023.
CARRIED UNANIMOUSLY

8.2 Zoning Amendment Bylaw No. 2023-18
Development Permit PL2023-9507
Re: 60 Roy Avenue

225/2023 **It was MOVED and SECONDED**
THAT Council give first reading to "Zoning Amendment Bylaw No. 2023-18", for Lot 8 District Lot 115 Similkameen Division Yale District Plan 9176, located at 60 Roy Avenue, a bylaw to amend the zoning for the subject property from R1 (Large Lot Residential) to RM2 (Low Density Multiple Housing);
AND THAT Council forward "Zoning Amendment Bylaw No. 2023-18" to the June 20, 2023 Public Hearing;

AND THAT Council, subject to adoption of "Zoning Amendment Bylaw No. 2023-18", approve "Development Permit PL2023-9507", a permit to approve the form and character of the proposed development of two side-by-side duplex buildings, totaling four dwelling units on the subject property.

CARRIED UNANIMOUSLY

8.3 Zoning Amendment Bylaw No. 2023-19
Development Variance Permit PL2022-9370
Development Permit PL2022-9369
Re: 951 and 963 Dynes Avenue

226/2023 **It was MOVED and SECONDED**

THAT Council give first reading to "Zoning Amendment Bylaw No. 2023-19", 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 bylaw to rezone the subject properties from R2 (Small Lot Residential) to RM3 (Medium Density Multiple Housing), with the following site specific provision:

1. Apartments shall not be a permitted use.

AND THAT Council forward "Zoning Amendment Bylaw. No. 2023-19" to the June 20, 2023 Public Hearing;

AND THAT Council, subject to adoption of "Zoning Amendment Bylaw No. 2023-19", consider denying the associated "Development Variance Permit PL2022-9370", 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 56.5%;
2. Section 10.10.2.7: to reduce the minimum interior side yard from 4.5 to 2.1m;
3. Section 10.10.2.9: to reduce the minimum rear yard from 6.0m to 1.5m; and
4. Section 5.2, Table 5.1 to waive the requirement for landscaping buffers along the east and west property line.

AND THAT Council, subject to consideration of "Development Variance Permit PL2022-9370", consider denying the associated "Development Permit PL2022-9369", a permit for the construction of 13 residential units in the form of two rows of townhouses.

THAT Council, in accordance with Section 507 of the *Local Government Act*, require the following excess and extended services:

- Upgrade of the existing 100mm water main from the development to Sydney Street.

CARRIED UNANIMOUSLY

8.4 Temporary Use Permit PL2023-9513
Re: 140-3547 Skaha Lake Road

Applicant: Steven Dahl, Owner/Operator, RPR Heating and Air Conditioning, spoke to application and answered questions of Council.

227/2023 **It was MOVED and SECONDED**

THAT Council approve ""Temporary Use Permit PL2023-9513", with a timeline of one (1) year, and a maximum floor area of 430m^2.

CARRIED UNANIMOUSLY

The Mayor recessed the meeting at 2:53 p.m. and reconvened at 3:03 p.m.

8.5 Development Variance Permit PL2022-9481
Development Permit PL2022-9421
Re: 1042, 1050 and 1060 Government Street

228/2023 **It was MOVED and SECONDED**
THAT Council approve "Development Variance Permit PL2022-9481" for Lot 1 District Lot 249 Similkameen Division Yale District Plan 3556 Except Plan KAP68129, Lot 2 District Lot 249 Similkameen Division Yale District Plan 3556 Except Plan KAP68130, and Lot 1 District Lot 250 Similkameen Division Yale District Plan 7798 Except Plan KAP68055, located at 1042, 1050 and 1060 Government Street, a permit to vary the following sections of Zoning Bylaw No. 2023-08 in order to facilitate the development of a five-storey, 35 unit apartment building:

1. Table 5.1: to waive the requirement for a landscape buffer (north).
2. Section 6.1.5.4: to increase the maximum percentage of off-street small car parking spaces from 25% to 41%.

AND THAT Council, subject to approval of "Development Variance Permit PL2022-9481", approve "Development Permit PL2022-9421", for Lot 1 District Lot 249 Similkameen Division Yale District Plan 3556 Except Plan KAP68129, Lot 2 District Lot 249 Similkameen Division Yale District Plan 3556 Except Plan KAP68130, and Lot 1 District Lot 250 Similkameen Division Yale District Plan 7798 Except Plan KAP68055, located at 1042, 1050 and 1060 Government Street, a permit to approve the form and character of a five-storey, 35-unit apartment building;
AND THAT Council direct staff to issue "Development Variance Permit PL2022-9481" and "Development Permit PL2022-9421" subject to consolidation of the three subject properties into one lot.

CARRIED UNANIMOUSLY

9. Bylaws and Permits

9.1 Safe Public Places Bylaw No. 2023-06

229/2023 **It was MOVED and SECONDED**
THAT Council adopt "Safe Public Places Bylaw No. 2023-06".

CARRIED UNANIMOUSLY

9.2 Zoning Amendment Bylaw No. 2023-16
Re: 517 Alexander Avenue

230/2023 **It was MOVED and SECONDED**
THAT Council adopt "Zoning Amendment Bylaw No. 2023-16".

CARRIED UNANIMOUSLY

9.3 Growing Communities Reserve Fund Bylaw No. 2023-17

231/2023 **It was MOVED and SECONDED**
THAT Council adopt "Growing Communities Reserve Fund Bylaw No. 2023-17".

CARRIED UNANIMOUSLY

10. Notice of Motion

11. Business Arising

12. Public Question Period

13. Council Round Table

14. Adjourn to a Closed Meeting:

232/2023 **It was MOVED and SECONDED**

THAT Council adjourn at 3:21 p.m. to a closed meeting of Council pursuant to the provisions of the *Community Charter* as follows: Section 90(1)

(d) the security of the property of the municipality;
(g) litigation or potential litigation affecting the municipality; and
(j) information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the *Freedom of Information and Protection of Privacy Act*.

Certified correct:

Angie Collison
Corporate Officer

Confirmed:

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 6, 2023
Recessed from the Regular Council Meeting at 1:00 p.m.

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

Staff: Donny van Dyk, Chief Administrative Officer
Angie Collison, Corporate Officer
Angela Campbell, Director of Finance & Administration
Kristen Dixon, General Manager of Infrastructure
Anthony Haddad, General Manager of Community Services
Blake Laven, Director of Development Services
Paula McKinnon, Deputy Corporate Officer

1. **Call to order**

The Mayor called the Committee of the Whole meeting to order at 1:01 p.m.

2. **Adoption of Agenda**

It was MOVED and SECONDED
THAT the agenda for the Committee of the Whole meeting held on June 6, 2023 be adopted as presented.

CARRIED UNANIMOUSLY

3. **Delegations:**

3.1 Proclamation "Pride Month" June 2023

Madeline Terbasket and Melisa Edgerly, South Okanagan Similkameen Pride Society, provided Council with a presentation on Pride Month and requested that Council proclaim June 2023 as "Pride Month".

Mayor Bloomfield read the proclamation proclaiming June 2023 as "Pride Month" in the City of Penticton.

3.2 Youth Engagement Strategy (YES) Program Presentation

Kieran Knoll, YES Penticton Program Facilitator, and Kristi Buttersworth, BGC Okanagan, provided Council with a presentation on Barrier-free youth opportunities.

3.3 Introduction of New Organization and Upcoming Event

Julia McKay, Community Captain, and Nicolas Stulberg, President, Penticton Neighbourhood Association, provided Council with a presentation on the newly established Penticton Neighbourhood Association and encouraged Council and residents to participate in their upcoming clothing swap event on June 11, 2023 at the Penticton Seniors' Drop-in Centre.

4. **Adjourn to Regular Meeting**

It was MOVED and SECONDED
THAT Council adjourn the Committee of the Whole meeting held June 6, 2023 at 1:40 p.m. and reconvene the Regular Meeting of Council.

CARRIED UNANIMOUSLY

Certified correct:

_____
Angie Collison
Corporate Officer

Confirmed:

_____
Julius Bloomfield
Mayor

Minutes

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Parks and Recreation Advisory Committee Meeting

held via Zoom
Monday, May 31, 2023
at 9:30 a.m.

Present: John Archer
Cameron Baughen
Juliana Buitenhuis
Brenda Clark
Joanne Grimaldi
Susan Fraser
Victoria Jaenig
Don Mulhall
Marc Tougas

Council Liaison: Isaac Gilbert, Councillor

Staff: Kristen Dixon, General Manager of Infrastructure
Anthony Haddad, General Manager of Community Services
Hayley Anderson, Legislative Assistant

1. **Call to Order**

The Staff Liaison called the Parks and Recreation Advisory Committee to order at 9:35 a.m.

2. **Adoption of Agenda**

It was MOVED and SECONDED
THAT the Parks and Recreation Advisory Committee adopt the agenda of May 31, 2023 as presented.

CARRIED UNANIMOUSLY

3. **New Business**

3.1 Committee Orientation

The Legislative Assistant provided a Committee Orientation presentation.

3.2 Appointment of Committee Chair and Vice Chair

The appointment of the Chair and Vice-Chair was moved to the next meeting.

Cameron Baughen joined the meeting at 9:58 am.

DRAFT

3.3 Adoption of Meeting Schedule

It was MOVED and SECONDED
THAT the Committee set the 2023 meeting schedule and time as follows; August 28 and November 27, 2023 at 9:30 am.

CARRIED UNANIMOUSLY

Brenda Clark joined the meeting at 10:10 am.

3.4 Upcoming Parks Priorities

The General Manager of Infrastructure and the General Manager, Community Services provided the Committee with an update on the upcoming priorities.

2023 priorities include:
- North Gateway Redevelopment and Investment Strategy
- Soccer Clubhouse: Kings Parks
- Skaha Lake Park East
- Skaha Boathouse
- Strategic Lands Review
- Licence and Lease Agreements
- Parks Capital Projects

2024 and beyond priorities include:
- Okanagan Lake Park East
- Three Blind Mice
- Lions Park

Committee members asked questions around specific projects and staff will provide further detail on each of these initiatives as they come forward to future meetings.

Joanne Grimaldi joined the meeting at 10:33 am.

3.5 Parks and Recreation Master Plan Overview

The General Manager, Community Services provided the Committee with an overview on what the Parks and Recreation Master Plan is, how it came to be and how it is used as a guiding document.

4. Next Meeting

The next Parks and Recreation Advisory Committee meeting is scheduled to be held on August 28, 2023 at 9:30 a.m.

5. **Adjournment**

It was MOVED and SECONDED
THAT the Parks and Recreation Advisory Committee adjourn the meeting held on May 31, 2023 at 10:52 a.m.

CARRIED UNANIMOUSLY

Certified Correct:

_____
Hayley Anderson
Legislative Assistant

Minutes

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Official Community Plan - Housing Task Force Meeting

To be held in-person in Council Chambers
City Hall, 171 Main Street
Wednesday, June 14, 2023
at 4:30 p.m.

Present: Nathan Little, Chair
Nicholas Hill, Vice-Chair
Drew Barnes
Ajeet Brar
Rod Ferguson
Dara Parker
Linda Sankey
Chris Schoenne
Richard Langfield
Loretta Ghostkeeper

Council Liaison: Helena Konanz, Councillor

Staff: Anthony Haddad, General Manager, Community Services
Blake Laven, Director of Development Services
Steven Collyer, Senior Planner
JoAnne Kleb, Communications and Engagement Manager
Hayley Anderson, Legislative Assistant

Regrets: Alison Gibson
Brian Menzies
Nicolas Stulberg
Campbell Watt, Councillor

1. **Call to Order**

The Chair called the Official Community Plan – Housing Task Force to order at 4:30 p.m.

2. **Adoption of Agenda**

It was MOVED and SECONDED
THAT the Official Community Plan - Housing Task Force adopt the agenda of June 14, 2023 as presented.

CARRIED UNANIMOUSLY

DRAFT

3. **Adoption of Minutes**

It was MOVED and SECONDED
THAT the Official Community Plan - Housing Task Force adopt the minutes of May 24, 2023 by amending item 4.3 to include the wording lack of availability in market housing units.

CARRIED
Ajeet Brar, Opposed

Loretta Ghostkeeper joined the meeting at 4:33 pm.

4. **New Business**

4.1 Community Engagement Strategy

The Communications and Engagement Manager provided the Task Force with an update on the engagement strategy for the OCP – Housing amendment.

The presentation included the need for engagement, who is affected, or interest in participating, some key challenges, the possibility for a 'People in your Neighbourhood' campaign and open houses in specific neighborhoods.

4.2 Short Term Rentals

The Director of Development Services provided the Task Force with an update on the completed Short-Term Rental Benefits and Impacts Study.

The Task Force had a number of questions around the program and will include the topic as part of the eventual policy recommendations that the Task Force will bring forward.

Nicholas Hill left the meeting at 5:18pm.

Loretta Ghostkeeper left the meeting at 5:41 pm.

4.3 Neighbourhood Charm Project

It was MOVED and SECONDED
THAT the Official Community Plan - Housing Task Force postpone item 4.3 Neighbourhood Charm Project to the August meeting.

CARRIED UNANIMOUSLY

5. **Next Meeting**

The next Official Community Plan - Housing Task Force meeting is scheduled to be held on June 28, 2023 at 4:30 p.m.

6. **Adjournment**

It was MOVED and SECONDED
THAT the Official Community Plan - Housing Task Force adjourn the meeting held on June 14, 2023 at 5:53 p.m.

CARRIED UNANIMOUSLY

Certified Correct:

_____

Hayley Anderson
Legislative Assistant

Council Report

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Date: June 20, 2023 File No: 6480-20
To: Donny van Dyk, Chief Administrative Officer
From: Anthony Haddad, GM Community Services
Subject: **OCP Housing Task Force Update**

Staff Recommendation

THAT Council receive into the record the report dated June 20, 2023 titled "OCP Housing Task Force Update".

Background

On February 28, 2023 Council endorsed moving ahead with the creation of a Task Force to oversee the Official Community Plan (OCP) Housing Update. The Official Community Plan – Housing Task Force was proposed to be formed in alignment with Council's Priority of Livable and Accessible. The Task Force is thirteen (13) voting members with the objective of recommending amendments to the Official Community Plan addressing housing needs and community growth.

Council appointed thirteen members to the Task Force, which included a range of experiences and interests in line with the Terms of Reference endorsed for this priority.

Strategic Priority

Livable and 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.

Discussion

Since being appointed by Council, the Task Force have begun meetings to commence the process for updating the Housing Policies of the OCP to better reflect the urgent need for the provision of more housing units in the City. The following provides Council and the community with an update of those meetings to date and the upcoming process upon which the community will see this priority move forwards.

- *Meeting 1 –May 3, 2023*

  At the first meeting, staff provided the Task Force with an update on the proposed plan and process for the Official Community Plan – Housing Task Force, the work that they would look to undertake and the roles and responsibilities of the Task Force and staff. Staff also provided a summary of the housing situation in Penticton, and the changes that have occurred related to housing and population growth since the 2019 OCP was adopted by Council, highlighting the significantly greater than anticipated growth part of the previous review.

  This initial meeting was a chance for Task Force Members to provided their individual backgrounds and reasons for applying to be on the Task Force, outlining their experiences as they relate to the objectives of the Task Force. Staff also outlined the scope of OCP Amendments that would be required as part of the Task Force's work, then explained that the Task Force would be focusing only on the Housing Sections of the OCP. Staff also summarized the process and technical expertise that would be required to assist with the Task Force's work.

  The process outlined for the Task Force's work is outlined in Attachment A, and will form a 4-Phased approach to working with the community through the planning process. The early phase of the process will be to inform the Task Force with as much of the background information as possible in preparation for moving forward with future recommendations. While the process will be subject to some change, an outlook from start to end of the process is important to keep things on track and aligned with the Task Force's mandate.

- *Meeting 2 – May 24, 2023*

  The main agenda item provided the Task Force with an overview of the non-market housing situation in Penticton. Kyler Woodmass from 100 More Homes and Jamie Lloyd-Smith, the City's Social Development Specialist, provided the Task Force with an update on the non-market continuum of housing and the different types of social housing options and needs throughout the City, as well as the inventory available within the City.

  The presentation outlined the range of non-market housing that has been invested into the City over recent years from Emergency housing, Transition Housing, Supportive Housing and Subsidized Housing. The gaps in affordable rental, workforce housing and market rental units were highlighted as the priority housing type that needs to be focused on for our community over the coming years. The presentation and data collected by Social Development and 100 Homes Penticton will be used to inform the Housing Needs Assessment that is currently underway.

  The committee also selected its chair and vice-chair for the term of the Task Force's work.

- *Meeting 3 – June 14, 2023*

  The most recent Task Force meeting provided an opportunity to present and develop the Community Engagement Strategy for the Process, which over the four phases of the project will

include a focus on identifying strategies to engage the community and impacted groups over the coming year. The strategy outlined those groups impacted and the Task Force provided comments on additional groups top include in the process. A range of interests, goals and strategies for the process as it relates to Council, the OCP Task Force, Partner and Interest Groups and the Community were presented for discussion. Challenges and opportunities were also identified, with the first round or wider community engagement beginning in the Fall of 2023.

Staff also began presenting on two important issues that Council has directed to the Task Force over the past year. In recognition of the OCP Housing priority coming forward, two housing related issues – the *Neighbourhood Charm Project* and *Short Term Rental Program Review* were provided with specific direction from Council to ensure the Task Force were informed on these initiatives as part of the OCP Housing policy review. The following Resolutions were passed by Council on these initiatives:

- *Short Term Rental Program Review – May 16, 2023 Council Resolution:*

  THAT Council receive into the record the report "Short Term Rental Benefits and Impacts Study" dated April 2023;

  AND THAT Council maintain the status quo approach, but work towards a new licensing classification system acknowledging home-share STRs, on-site operator STRs and off-site operator STRs;

  AND THAT Council give direction to Staff to increase enforcement efforts, including higher short term rental fines for non-compliance;

  AND THAT Council forward the report to the Official Community Plan Housing Task Force as a background document to inform future policy changes;

  AND THAT Council advocate to third party platforms such as VRBO to only allow properties that can provide a valid business license to advertise on their sites.

  CARRIED
  Councillor Miller, Opposed

  Staff presented on the Short Term Rental Review and had a number of questions around the program and its potential impact on future housing policy. Over the coming months as new policy begins to get developed, the information provided in the SHo9rt Term Rental Review will be included as part of eventual recommendations to Council.

- *Neighbourhood Charm Project – February 7, 2023 Resolution:*

  THAT Council direct staff to review the proposed character changes for residential areas of Lakeshore Drive W and the Cherryland Neighbourhood as part of a future Official Community Plan refresh.

  CARRIED
  Councillor Miller, Opposed

  Staff did not get to present this item and it will come forward at a meeting in July / August for the Task Force's review.

- *Upcoming Site Tour – June 21, 2023*

  The Task Force will undertake a tour of the City looking at a number of housing related projects that have been developed over the past few years. A variety of housing developments located in a range of different OCP Land Use Designations will be the focus of the tour to see the range of newer housing types in the City.

  As the Task Force looks at different housing typologies into the future to support our growing community, the existing development will provide for a good reference as new policy begins to be developed. A number of site visits and tours will be undertaken by the Task Force and through the upcoming engagement strategy, the Task Force will look to meet with a range of neighbourhood groups, as new draft policies begin to develop – bringing the conversation to our neighbourhoods as part of the wider engagement strategy.

- *Upcoming Meeting 4 – June 28, 2023*

  The Next Task Force meeting in June will focus on the Draft Housing Needs Assessment and CMHC Housing Accelerator Fund application. Both of these items will provide discussion and direction around the long term housing needs and actions that can be taken within the realm of the OCP to support the provision of new housing opportunities.

  The Housing Needs Assessment will provide direction on future growth scenarios for our community based on historical growth patterns and expected future population projections. This assessment will provide the OCP Task Force with a thorough understanding of housing need within the community, examine the diversity of the existing stock across the housing continuum, identify housing gaps and the factors causing them, through analysis of newly collected and existing data. The final report will look to prioritize areas of significant need and provide direction for development of the updated OCP housing policies. The Housing Needs Assessment complements the Housing Accelerator Fund application the city will be submitting this summer.

  The Housing Accelerator Fund Application, which was presented to Council, will identify a minimum of 7 Actions to be taken as part of the CMHC funding application. Staff have been working with our consultant and have met with a number of stakeholders in the community over the past few weeks to prepare the thorough application package. The Actions proposed will be presented to the OCP Housing Task Force and Council for review and inclusion into the OCP Housing process.

Analysis

The OCP Housing Task Force is leading one of Council's major priorities over the coming year. The first phase of the process ensures that the Task Force are knowledgeable about the housing issues facing our City, helping to inform the policy decisions Council have directed to the Task Force for review and affirm the role that the OCP plays in reviewing development applications from a housing perspective.

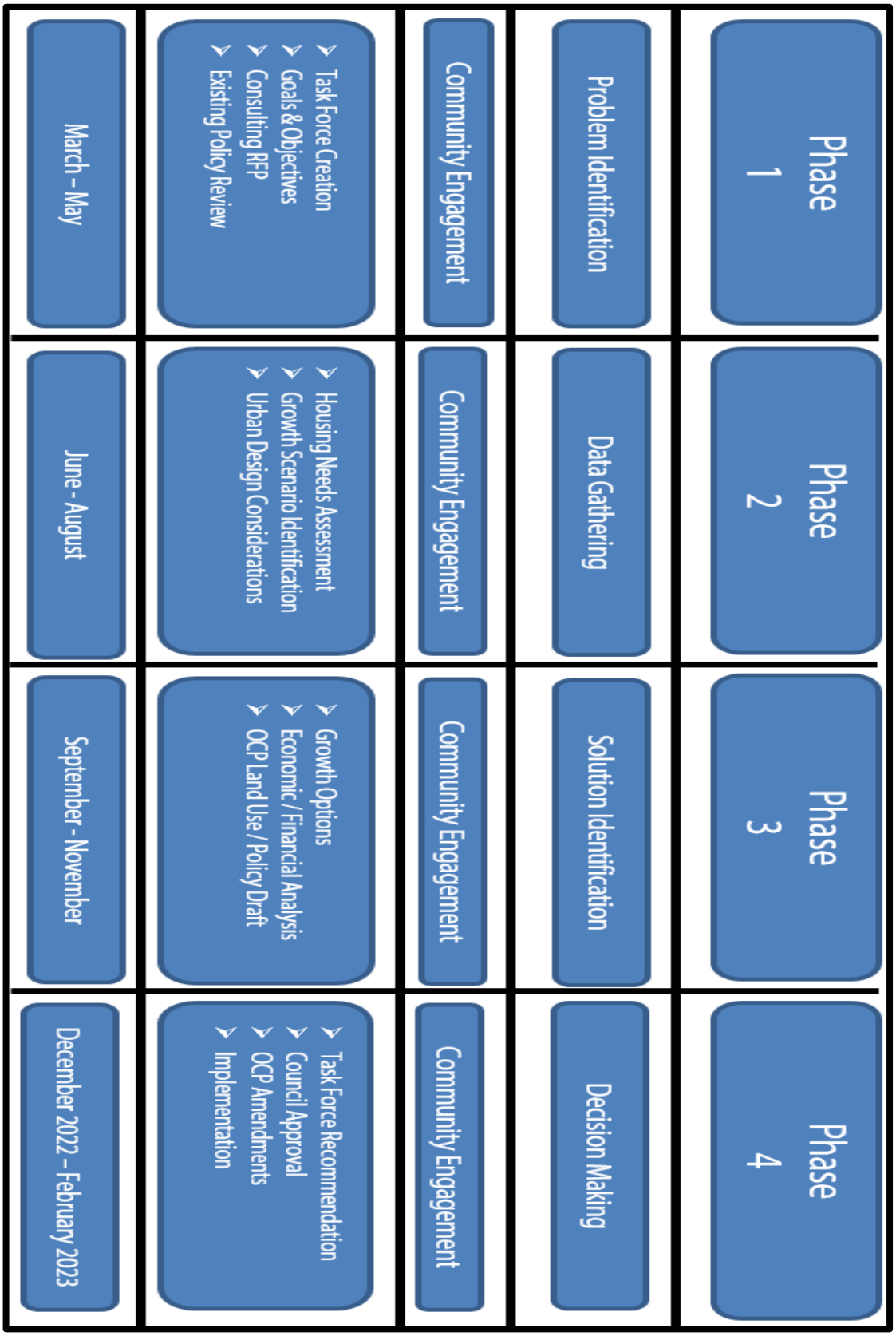
Engagement with the community will play an important role over the coming months and bring forward recommendations for staff to integrate into future housing policy work will be a focus of the next phase of the OCP Task Force's work, in line with the recommendations of the Housing Needs Assessment.

Respectfully submitted,

Anthony Haddad
GM Community Services

Chief Administrative Officer
DvD

Attachment A – OCP Housing Update Process



Council Report

penticton.ca

Date: June 20, 2023 File No: RMS/1704 Government St
To: Donny van Dyk, Chief Administrative Officer
From: Steven Collyer, Senior Planner
Address: 1704 Government Street

Subject: **Official Community Plan Amendment Application for 1704 Government Street**

Staff Recommendation

THAT Council, following the *Community Engagement for OCP Amendments Procedure*, direct staff to commence public engagement for a proposed Official Community Plan amendment to change the future land use designation on 1704 Government Street from 'Industrial' to 'Mixed Use'.

Strategic Priority Objective

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

Proposal

The City has received a proposal for a mixed-use development at 1704 Government Street (the 'subject property'). The applicants are proposing to change the Official Community Plan (OCP) future land use designation on the site from 'Industrial' to 'Mixed Use'. The applicant has submitted a Letter of Intent (Attachment 'A') and a preliminary plans package (Attachment 'B') which further explains their proposal for the subject property.

Figure 1 - Conceptual Rendering of Proposed Development

The preliminary proposal shows the development of approximately 11 buildings ranging from 6 to potentially 12 storeys (Figure 1). Between 1,200 and 1,500 residential apartments are proposed, with a mix of strata and rental tenures, in addition to office and retail uses in the buildings closest to Government Street. The development would be built in phases over several years. This concept is subject to some change and refinement as it proceeds through the engagement and Council process.

The applicants intend to submit a zoning amendment application for a Comprehensive Development zone in the near future, a zone that would be custom-made for the proposed development. The Official Community Plan Amendment Bylaw and Zoning Amendment Bylaw would be presented to Council for official readings following the engagement period for the OCP amendment.

The purpose of this report is to provide Council and the public with an engagement plan for the proposed OCP amendment.

Background

Site Context

The subject property is located on the east side of Government Street, across from Penticton Regional Hospital and north of Ellis Creek (Figure 2). The property is 10 acres is size and located at the edge of the industrial area. The property contains an industrial warehouse building, which is currently used for a bottle washing operation, according to business license records. The building previously contained a manufactured home and trailer operation. Surrounding uses include industrial operations (Peerless Trailer Manufacturer and self-storage) to the east, Ellis Creek and a multi-use pathway to the south, Penticton Regional Hospital across Government Street to the west, and an Interior Health office along with single detached homes on Carmi Avenue, upslope to the north.

Figure 2 - Property Location Map

Current OCP and Zoning

The OCP future land use designation on the subject property is 'Industrial' (Attachment 'C'). The Industrial designation supports areas of heavy and light industrial uses such as goods production, manufacturing, distribution and storage (Figure 3). The Industrial designation on the subject property aligns with the M1 (General Industrial) zoning on the majority of the property (Attachment 'D'). A smaller portion of the subject property is zoned C4 (General Commercial). That portion was rezoned in 1992 with the intent to accommodate a medical office building, which was never constructed.

Required Applications

Several planning applications are required for this proposed development, as summarized in the table below:

Application Required	Description	Approval Authority
Official Community Plan Amendment Bylaw	To change the OCP future land use designation on the subject property from 'Industrial' to 'Mixed Use', potentially with a site-specific statement.	Council
Zoning Amendment Bylaw	To change the zoning on the subject property from M1 (General Industrial) and C4 (General Commercial) to a CD (Comprehensive Development) zone that will be custom-built for this proposed development. Details of permitted uses and development regulations will be determined through the future review of the CD zone.	Council
Development Permits	To approve the form and character of the proposed development. Detailed development plans and landscaping plans are required for the development permit. A development permit will be required at each phase. Due to the size of the buildings in each phase it is expected these development permits will be decided by Council, as they would likely exceed staff's delegated authority.	Council
Phased Strata Subdivision	To approve the phased development of the site. A number of technical requirements are addressed in each phase.	Staff

Financial Implication

City staff will be leading the public engagement period. The applicant has paid the required application fees, which account for the required staff time to conduct the engagement for the proposed development.

Technical Review

This Official Community Plan amendment application was reviewed by the Technical Planning Committee, a group of internal city staff who review development applications. At an early stage, staff identified the need for a Traffic Impact Assessment (TIA) prepared by a qualified engineer. The applicant is required to submit the TIA to assess the proposed access points and any road upgrades needed to accommodate the additional demand resulting from the proposed development. Staff also provided high-level comments regarding servicing upgrades and landscaping requirements, which will guide the future refinement of the development plans. The Technical Planning Committee will review any future applications related to this development, including the rezoning, phased strata, and development permit applications.

Engagement Plan

Staff will follow the *Community Engagement for OCP Amendments Procedure* to ensure adequate and meaningful consultation with the community. The community engagement will be led by City staff through July.

The following list summarizes the main methods that will be used to raise awareness about this application and the opportunities for residents to provide feedback through the engagement period:

1. Project page on www.shapeyourcitypenticton.ca - central location to share information and gather feedback, including an email blast to the Shape Your City Penticton database advising of the engagement beginning,
2. Notices mailed to neighbours within a 100m buffer of the property,
3. Notice signs posted on the subject property,
4. Consult with targeted agencies and interest groups (i.e. Penticton Industrial Development Association, RDOS, Local First Nations, School District #67, etc.),
5. Media releases issued,
6. Newspaper advertisements, and
7. Information sessions (online and in-person) that allow for sharing of information and discussion on the proposed development.

Staff are recommending that Council give direction to carry out community engagement prior to staff presenting the complete development application package to Council for consideration and first reading of the bylaw(s).

Analysis

The applicant is proposing to change the OCP future land use designation on the subject property from 'Industrial' to 'Mixed Use'.

Industrial Designation

The industrial land use designation is described in the OCP as areas of light and heavy industrial uses characterized by goods production, manufacturing, distribution, and storage. This designation supports a wide variety of industrial uses, including those currently permitted under the M1 (General Industrial) zone (i.e. cannabis production facility, manufacturing, towing compounds, motor vehicle body repair, paint shop, outdoor storage, self-storage, etc.).

The 'Industrial' land use designation supports the current M1 zoning found on the majority of the site, as well as M2 or M3 zoning, which are more intense industrial zones that allow for heavy industrial uses such as concrete mixing plants, foundry, or wrecking yard, among others (Figure 3).

Land Use	Description	Building Type(s)	Uses	Height / Density	Zone(s)
Industrial	Areas of light and heavy industrial uses characterized by goods production, manufacturing, distribution, and storage	• Industrial buildings • Structures and lands	• General Industrial • Heavy Industrial (M2 zone only) • Wholesale, Storage and Warehouse • Vehicle and Equipment Repair	• Generally 1 or 2 storeys	• M1 • M2 • M3

Figure 3 - Industrial Future Land Use Designation

Mixed Use Designation

The question for the community and Council to consider is whether the 'Mixed Use' land use designation represents what we want to see at this location in the future. This change in land use designation would allow for the rezoning of the lands in support of intensive mixed-use development of active and vibrant retail or service uses at ground level with multi-family residential and/or office uses. This designation supports higher-density mixed-use buildings generally up to 10 storeys in height (Figure 4).

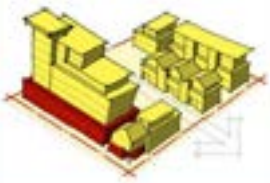
Land Use	Description	Building Type(s)	Uses	Height / Density	Zone(s)
Mixed Use 	A mixed-use area allowing for intensive development with active and vibrant retail or service uses at ground level and multi-family residential and/or office uses	• Higher-density mixed-use buildings	• Commercial (retail, service, office) • Residential	• Up to 10 storeys	• C3 • C5

Figure 4 - Mixed Use Future Land Use Designation

Initial Analysis

After initial review of the application package, staff consider that the application has merit for Council consideration given that:

1. The proposed development with 1,200 to 1,500 units, built-out in several phases, would contribute to the identified housing need in Penticton.
2. Proposed building heights are similar to that of the Penticton Regional Hospital across Government Street to the west, and designed to comply with the hospital helipad approach requirements. Particular attention must be given to the potential 12 storey structures and on-going conversations with Interior Health to ensure no height conflicts.
3. The development location across from the hospital could help support the retail and office uses envisioned, as there are currently few commercial uses in the immediately surrounding area.
4. The subject site has been underutilized as an industrial parcel since the manufactured home and trailer use ceased in late 2020/early 2021.
5. While located at the edge of the industrial area, the site has primary access from Government Street; an urban collector road. The subject property is the only industrial property with this access on the north side of Ellis Creek.
6. Traffic impacts will need to be mitigated where possible through upgrades identified by a qualified Traffic Engineer and required through the development build-out.
7. Balance between the housing needs and the policies for preserving industrial land in Penticton will need to be carefully considered as this proposal proceeds through consideration. The result of this application would be the loss of an industrial property in the city.

Staff's full analysis of the proposed development and its alignment with the OCP vision, goals, policy, and overall growth plan will be presented in future staff reports, following the engagement period.

Next Steps

Should Council support the staff recommendation to proceed to public engagement, staff would commence the engagement period. In moving to public engagement, this does not signify that Council has endorsed, supported or approved the proposed development. Rather, this indicates that Council would like to engage with residents and interest groups to see what the community's thoughts are for the proposal. Once engagement has been completed, staff will prepare a summary of the results that will be shared with the applicant, Council and the public. Staff would also prepare subsequent reports for Council to consider formal bylaws for the OCP amendment. As part of this process, a statutory Public Hearing would be held after first reading, where residents would be able to provide further comments on the proposed development directly to Council, prior to further consideration of the bylaws by Council.

When staff present back to Council with the OCP amendment bylaw, the staff report will include a complete analysis of the application package and a summary of the community engagement results for this proposed land use change.

Attachments

Attachment A – Letter of Intent (applicant)
Attachment B – OCP Amendment Plans Package (applicant)
Attachment C – Official Community Plan Map
Attachment D – Zoning Map

Respectfully submitted,

Steven Collyer, RPP, MCIP
Senior Planner

Concurrence

Director of Development Services	Chief Administrative Officer
BL	DvD

June 13, 2023 (UPDATED)

City of Penticton Planning Department
171 Main Street
Penticton, BC
V2A 5A9

Re: **1704 Government Street - OCP Amendment**

To whom it may concern:

Stryke (Okanagan) Investments Ltd is hereby submitting an application for an OCP Amendment of the property located at 1704 Government Street in Penticton.

From the attached package, you will see that Stryke is proposing to significantly improve the site, and the surrounding community through the redevelopment of this historically underutilized industrially zoned parcel of land, directly across from one of the city's most valuable assets and employment centres, Penticton Regional Hospital.

Vision

Our vision is to create an urban, mixed use master planned community which will deliver much needed housing, office, retail, and other uses (such as age care, hotel, and ancillary space) by the location adjacent to PRH. The project will re-envision this key site into a new "Health and Innovation District" which leverages this key location within Penticton and plays off the energy and employment of Penticton Regional Hospital (PRH).

Stryke seeks to create a comprehensive development that will combine medical oriented retail and office space, with residential uses including rental, market condo, and seniors housing, to deliver a complete community. This community will have its own energy, one that is based on a synergistic relationship of the uses on site.

Ultimately, Stryke sees the opportunity to redevelop the site into a community for all, which is unparalleled in the Okanagan. By creating world class opportunities in real estate, we believe we will attract users of the space that have not traditionally included Penticton in their search. It is this wider interest that we feel will truly set the development apart and ensure the long term success of the redevelopment.

STRYKE

Economic Benefits

The Stryke team has developed master planned developments across Western Canada, including Edmonton, Calgary, and Metro Vancouver. At a time in the world when all projects are challenged financially, we have designed a phased development that will be self-sustaining, and deliver more employment once completed, than has existed on the site for over a decade. This total build out is expected to take up to ten years to completion of the final buildings.

While we have a strong vision for the future of the site, we respect this is a large undertaking and are looking to build flexibility into the zoning to permit the optimal development of the site over time, ensuring that momentum once started, is maintained. The ratio of uses on site will be determined at each phase, to ensure Stryke is able to respond to market demands throughout the lifespan of the redevelopment.

The subject property is a unique parcel, which is at the interface of Penticton's important industrial lands, yet adjacent to PRH, which is one of the most significant infrastructure pieces in the City, and a key to long term, sustained growth of the local and regional economy. The subject property will play a key role in bridging the gap between the two zones, through its site planning and building design.

As an underperforming industrial property, the existing use is a drag on the local economy, providing minimal property taxes and few employment opportunities. Our vision is to create medical oriented retail, office space and other uses such as hotel and age care space that will provide not only valuable property tax revenue, but space for well paid jobs. Working within the parameters created by the OCP amendment, yet having the flexibility of uses is critical to maintaining momentum by delivering appropriate uses to the market, over time.

The existing warehouse will remain on site for sometime, protecting the industrial space for the time being and providing security for the existing warehouse tenant, a long term Okanagan logistics company. The interface between this, and the new uses will be carefully managed through analysis of overlook, landscaping, and other means to protect all users of the site. Such interfaces are not uncommon between properties of differing ownership (ie. in gentrifying neighbourhoods) and Stryke has been involved in dozens of projects with this adjacency, with positive results.

According to an employment analysis prepared by IBI, the retail spaces proposed for the site have the potential to create 90+ job opportunities, and the office spaces could host over 200 employees. At most, the current use has seen approx. 100 employees, and that was nearly 10

years ago based on our analysis. This was spread out over the entire site, so the density of employment will be far higher under the proposed redevelopment.

It's important to note that Stryke is committed to the financial help of the existing businesses operating on site, and we have engaged with several of them to ensure they are considered as a part of the proposed redevelopment, with many of them being offered to remain on site throughout the initial stages of construction of the site. We have also been in discussions with both Interior Health and UBC as major area employers, and we will engage with others as the site moves through the entitlement process.

Delivering Housing & the OCP

While built in phases, each phase will deliver housing, in response to the OCP, City's 2017/2020 Regional Housing Needs Assessment, along with the latest 2023 version, which we understand will be made available shortly. We look forward to utilizing this latest market data for the design of the project.

The design of the buildings on site will respond well to many aspects of the City's OCP. Here is a list (non-exhaustive):

- **Protection of Ecosystems**: the project will protect the adjacent buffer between the development and Ellis Creek to the south;
- **Infrastructure and Transportation**: the project will provide internal and external connections to the well established pedestrian, cycle, and transit networks in the area;
- **Energy Emissions & Climate Change**: by delivering compact housing in an established area of the city, the project will deliver sustainable housing. This will be coupled with superior construction methods and other sustainability targets for the project (ie. urban agriculture, reduced reliance on cars, EV charging);
- **Community Wellbeing**: By creating an urban village which is walkable, connected, and well amenitized with a variety of users and uses, the site will holistically deliver on the physical and mental wellbeing of all users; and
- **Economic Benefit**: By creating job space (retail, office, other) and greatly increasing the property tax base, the development will add significantly to the local economy.

Our architectural team at IBI are experienced in the design of such large scale communities, and have begun the thought process early with the Stryke team to ensure that the ultimate design will deliver the highest quality of livability for residents and visitors to the site. This livability will be delivered through high quality pedestrian realm, walkability, connectedness (internal and throughout), strong form and character, and many other embedded attributes of the master planned community.

Short term rentals will be included in the residential uses so that we build in flexibility of ownership, and so that these homes can be utilized year round to house residents and visitors in the community. Thankfully, the City of Penticton has been progressive in its application of this tenure of housing, as it recognizes its importance as per the recent council decision to continue to support this and improve it through enhanced policy.

In consideration of the design, we have requested of staff that the site receive a site-specific statement within the OCP that permits heights of up to 12 stories on the site, as opposed to the 10 which is typically permitted. With the Province's desire to promote the use of mass timber in construction, and Stryke's expertise and experience with this construction methodology, we feel this site is ideally suited for this. The use of mass timber, which is regionally harvested in the Kootenay region, quicker to construct, and more sustainable, would deliver on multiple initiatives of the city and province. If constructed, it would also lead the way to more sustainable buildings of this kind in the city.

If granted, this 12 storey height will be coordinated with Interior Health and other governing bodies to ensure there were no conflicts with the helicopter flight path to PRH.

Sustainability Initiatives

Through the design of the site, Stryke will design and employ many sustainability initiatives into both the site planning, and specific building design. From rainwater catchment systems and superior building envelope design, buildings designed to Fitwel standards, the goal will be to improve occupant and visitor health and wellness. "Fitwel has a vision for a healthier future where every building is enhanced to support the wellbeing of its occupants and support healthy communities."

Where feasible, sustainability initiatives such as solar panels, passive heating/cooling options, and even waste water heat recovery will be explored for the community. Financial feasibility of all options will be explored, and Stryke and our sustainability consultants will review the design of each phase individually, and the site overall, to ensure a holistic approach is maintained.

Our team is excited to work with the City of Penticton on this generational opportunity to re-envision this property from the current state, to one which will deliver greater community benefits for decades to come. Porosity of the site will ensure walkability for residents of the development, and those in the surrounding community.

Environmental and Riparian Management

Stryke has engaged Terrawest Environmental Consulting to review the site in detail. As there were no Schedule 2 activities on site, we have submitted a Site Disclosure Waiver for the application, which has been submitted and accepted by the City.

There is a riparian area to the south of the site along Ellis Creek and will be addressed through careful design of the buildings along the southern edge, so as to avoid infringing on this setback area. Stryke has engaged a biologist at Keystone Environmental to delineate and identify key elements. We anticipate that the construction will remain far outside of this setback area. Should there be any reason for construction to impact this area, a Qualified Environmental Professional (QEP) will be engaged to review the potential impacts, by phase.

Public Engagement

The project team has been involved in the delivery of thousands of homes across Western Canada, and has undertaken community engagement as a part of those efforts. While the City manages the public engagement process, we will work closely with City Planning and other departments to ensure a cohesive message and communication around the community benefits of the project, from housing to employment. One of the key items we have provided to city staff is a Transportation Impact Assessment (TIA) demonstrating the impact of the development and requirement for upgrades to mitigate traffic to and from the site. This outlines the staged delivery of upgrades, which will ensure the project is not unduly financially burdened at the outset, but ultimately delivers on important community benefits.

Whether it be the creation of construction sector employment, or permanent employment through the retail and other uses on site, there will be opportunities for the public to understand the benefits to the local economy, and why the proposed plan is superior to the existing use, on a community scale. With regards to housing, Stryke is committed to delivering homes which are designed for local residents, and those looking to call Penticton home. Affordability will be delivered through compact, urban homes, mixed tenure of housing and potentially working with the Province (or other levels of government) to deliver housing which is subsidized. The Province has shown initial support for the redevelopment, and we have already been engaged in meetings.

Thank you for your consideration and support of our proposal. Please contact the undersigned with any questions that you have in regards to this application.

STRYKE

Regards,

Rocky Sethi
Managing Director
Stryke (Okanagan) Investments Ltd.

STRYKE

Official Community Plan Amendment

Penticton Health and Innovation District

1704 Government Street, Penticton

STRYKE | ARCADIS

Submitted to City of Penticton
by Arcadis Architects (Canada) Inc.
June 2023

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Application Overview

Proposing rezoning from industrial to mixed use on a 10 acre site in central Penticton. The site will address Penticton's goal in increasing housing stock and residential density. The mixed-use site proposes ground level retail, a mid-rise office tower and between 1200-1500 units depending on housing demand, which will be assessed based upon need as the project progresses due to the long term nature of master planning and scale.

Not only will this new development support the City's goals in the Regional 2020 Housing Assessment, but also pair well with the adjacent Penticton Regional Hospital as both a community hub for retail amenities and live-work proximity improvements for staff. The goal of the development is to respond to the OCP vision of sustainable community growth. The timeline for redevelopment on this site will respond to that vision as informed in conjunction with market demand.

The rezoning proposes a minimum site density of 2.5 FAR with a max height that will respect the adjacent hospital flight paths, subject to review and approval with IH.

The site also looks to integrate with the adjacent Ellis Creek riparian zone by respecting this as a green belt and increasing pathway connectivity for all members of the community.

The development will respect the single family and industrial adjacencies through design measures including building design & orientation and acoustical treatment, as required by phase. Examples of this design treatment to separate use would align with the OCP's principles of functional use of landscapes, including screening and buffering using planting material and fencing that respects a natural palette to minimize visual impacts.

Project Vision

The project will re-envision this key site into a new Health and Innovation District which leverages this key location within Penticton and plays off the energy and employment of Penticton Regional Hospital (PRH). Stryke seeks to create a comprehensive development that will combine medical oriented retail and office space, with residential uses including rental, and market condo, to deliver a complete community. This community will have it's own energy, one that is based on a synergistic relationship of the uses on site.

Proposal Summary

Design Rationale

The site lends itself to Mixed-Use typologies with the opportunity to line Government Street with retail frontages, filling a current gap in the neighbourhood for a centralized, community and retail hub. The goal is also to introduce residential density to the area in place of the current industrial use and place retail and office uses close to the energy and employment of PRH.

The Ellis Creek riparian zone, directly south of this site, helps to inform building mass and orientation. By respecting the riparian zone, it allows the opportunity for the residential buildings to run parallel to this green space and take advantage of a southern exposure. Taller buildings are located to the southern bboundary of the site, to respect the flight path for the adjacent hospital.

Public Benefit

The Penticton Regional Hospital is directly across the street and had a recent $300m expansion, completed in 2022. The proposed mixed-use typology would not only provide potential housing options for hospital employees, but also retail options for employees and visitors alike. The retail spaces proposed for the site have the potential to create 90+ jobs opportunities, and the office spaces could host over 200 employees.

The retail and office nodes also help to create a more sustainable and walkable community for the residents of the site, and would create more jobs within the neighbourhood area.

This location can become a hub between Penticton's two lakes by creating a human scaled public realm on the western property border. It would bring connected paths and drought-resistant landscaping to a site that is current hardscaped and lacking pedestrian porosity. The site would provide additional public sidewalks, in particular widening the public realm where it interfaces with government street, and provide a tie in to the pathway system along Ellis Creek

Team

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Development Manager

Location and Policy Context

Location and Context

Site Description

The 10 acre site at 1704 Government Street is located between the Carmi neighbourhood to the north, Penticton Regional Hospital to the west, and industrial areas to the south and east. It is approximately 1.5 km south of downtown Penticton, in the centre of the city between Lake Okanagan and Skaha Lake. Ellis Creek and an associated walking trail run along the south edge of the site.

The site is currently comprised of a large industrial warehouse and surface parking lot. The site has a flat topography within the property boundaries, with a significant elevation gain outside the property line to the north, towards Carmi Ave, and an elevation drop to both the eastern and southern borders.

Penticton Airport Flight Path

The site does not fall under the Penticton Airport flightway.

Penticton Regional Hospital Flight Path

This site is directly across from the Penticton Hospital and will maintain that the top of all buildings will not interfere with the flight path, to be agreed upon with IH.

Site Location

Site Surroundings

As Penticton grows, new housing has been proposed, approved, and built in all areas including north and south of the site. The immediate surroundings include a stable residential neighbourhood in the central Carmi area.

Notably, the neighbouring community has evolved to include medical office space, housed within the residential community, particularly along Carmi Ave.

The adjacent hospital underwent a $300M expansion which was completed in November 2021.

View of Government St. facing Penticton Regional Hospital

View of the 740 Carmi Ave, fronting onto Government St.

View of the residences north of the subject site

Mountain view facing west from Carmi Ave north of the site

View of walking trail along Ellis Creek

View of the south edge of the subject site, Industrial Ave facing west

Policy Context - 2045 Official Community Plan

Overall Plan

Adopted in 2019, Penticton's Official Community Plan Bylaw 2019-08 guides land use and planning decisions.

Land Use

The subject site is currently designated as Industrial Land per the OCP land use plan. It is the northwest edge of the industrial area surrounding Ellis Creek at the centre of the city, with Institutional and Civic uses to the west and a mix of commercial and residential uses to the north.

The site does not fall within the Downtown Development Permit Guidelines areas or Hillside Development Permit Areas.

LEGEND

- Commercial
- Urban Residential
- Mixed Use
- Natural Conservation Areas
- Parks
- Institutional and Civic
- Ground Oriented Residential
- Detached Residential
- Industrial
- Subject Site

Penticton OCP Future Land Use Plan

Response to OCP

This application seeks to redesignate the designated land use from Industrial to Mixed Use using a Comprehensive Development zone in align with policy 4.1.3.1. encouraging a higher level of density around a high employment and service based area. The proposed uses are retail, residential, and office/healthcare.

The proposed direction will allow the site to continue its role as employment lands, and will complement the hospital site with nearby medical offices and healthcare services or research centers. This concentration of healthcare uses will enable efficiencies for the health related industries co-located here. Additionally bringing in retail spaces will allow for the reintroduction of plazas and green space connections for the residents and the general public aligning with policy 4.1.6.2 .

The large site permits a comprehensive, integrated land use plan that will expand the adjacent residential and nearby commercial uses onto the site. This will strengthen the urban fabric of the central area of Penticton, and provide a community node outside of downtown. The new commercial will offer shops and services to healthcare workers and nearby residents, as well as serving the new, growing population. The introduction of multi-unit residential housing in this area will create a compact, efficient use of land that promotes affordable living and offers a variety of housing choices including family housing, ground-oriented residences. Providing this diversity in housing options allows for first time home buyer options as well as options for downsizing as per policy 4.1.3.4.

Policy Context - Zoning Bylaw No. 2023-08

Schedule B - Land Use Classifications

Adopted in 2023, Penticton's zoning bylaw contains the following designations for the subject site:

- M1 General Industrial
- C4 General Commercial

Development Regulations

M1 General Industrial regulations
This zone provides for a mix of general and light industrial uses.

Height Max.	15m
Min. Front Setback	6.0m

C4 General Commercial regulations
This zone provides for shopping centres, large format retail, and strip commercial uses.

Height Max:	13m
Density Max:	1.0 FAR
Min. Front Setback:	3.0m

LEGEND

M1	General Industrial	C3	Mixed Use Commercial
C4	General Commercial	RD1	Duplex Housing
M2	Heavy Industrial	RSM	Mobile Home Park
P2	Parks and Recreation	RM2	Low Density Multiple Housing
P1	Public Assembly	RM3	Medium Density Multiple Housing
C1	Commercial Transition		No Zoning
			Subject Site

Penticton Zoning Bylaw Classifications

Rezoning Proposal

This application proposes to rezone to a Comprehensive Development site that will allow a mix of commercial, residential, retail, and open space uses on the site.

The form of development will follow precedents from the surrounding developments and fit the scale of a mid-town community hub. The setbacks will be consistent with General Commercial regulations. The additional height proposed on site is to support the need for mixed use development in this area, allowing for adequate residential to meet proposed housing needs. The overall addtion to building height allowance will have a low impact on the adjacent sites, and respect the neighbouring sites and hosptial flight path by concentrating 12 storey heights to the south.

Proposed heights: 4-8 Storeys Mixed across site with potential to build up to 12 Storeys - subject to discussion with IH.

Proposed density: 2.5 - 3.5 FAR

Housing Policy

2020 Housing Needs Assessment

The 2017 Housing Needs Assessment identifies a number of priority needs for the City of Penticton. A summary of these includes the need to create more affordable units, enhance the stock of rental housing, introduce more smaller units, and facilitate the development of under utilized lots for housing.

Per the data reported in the assessment, the neighbourhood (described as Killarney/Penticton Ave in the report) saw a decline of population from 2006-2011. The Pentiction median household income is around $54,000. There has been declared an extreme need for a wider range of housing options such as smaller type units offered within condo buildings. However, over 60% of homes in the neighbourhood are detached, and only 1/4 are apartments. Overall the neighbourhood has been fairly static for the past several decades, with over 75% of homes being built prior to 1980. These statistics indicate that the stock of housing available may not be best suiting the residents needs, and that more options including affordable units, rental tenure options, and different types of homes may better serve current and future residents.

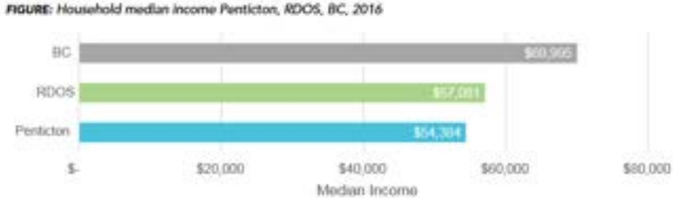
Plan Response

The 10-acre site is located in a central area in close proximity to transit and active transportation networks throughout Penticton. It is an ideal location to introduce much-needed housing that is well served by amenities and will enrich the neighbourhood.

The site will address the Housing needs by providing a mix of unit types. The addition of retail space will improve services and amenity available to residents of the site.

The development will provide between 1200-1500 residential units based on demand and assessment of housing needs as the project progresses.

***FIGURE:** Household median income Penticton, RDOS, BC, 2016*



Median income for all households in 2016 was around $54,000. This was slightly lower than the median for RDOS ($57,000) and the median for the province as a whole ($70,000).

OVERALL UNIT MIX	
UNIT TYPE	%
STUDIO	10.0%
1BR	45.0%
2BR	40.0%

Environmental and Riparian Development Permit Areas

Riparian and Environmental Guidelines

The subject site falls under the Riparian Development Permit Area, and the south edge borders the Environmental Development Permit Area.

Riparian Development Permit Area Objectives:

- Protect and enhance water quality and prevent contamination of water from land use and development activities
- Regulate development to protect aquatic habitat, enhance, conserve and restore watercourses in their riparian areas
- Regulate development activities and support riparian restoration to restore fish habitat, protect ecological, cultural, and public amenities

Development is not permitted within 30m of the high water mark or top of stream ravine bank within city boundaries, as mapped by the Riparian Development Permit Area.

A relatively consistent sliver of approximately 5m of the Riparian Development Permit Area crosses the site inside of the property line.

Response:

The proposed development aims to maintain the Riparian zone in accordance with the Penticton Bylaw guidelines and undertake the services of a Qualified Environmental Professional. The current design reflect a 30m setback from the watercourse boundary as noted on the City of Penticton GIS Property Viewer, however it is anticipated that this setback will be refined through the engagement process with the QEP. The review of the site is currently in progress and is expected to conclude shortly.

LEGEND

Riparian Development Permit Area

Environmental Development Permit Area

City of Penticton Easement

Ellis Creek Masterplan

The City of Penticton adopted the Ellis Creek Masterplan in 2019. The objectives are to:

- Stabilize Ellis Creek channel
- Improve ecological function
- Increase flood resilience
- Decrease infrastructure risk
- Increase aesthetic and park values

The site edge falls between Reaches 6 and 7. The condition of this area is defined as an incised, steep, straight channel. The design criteria for this area are to increase fish habitat, stabilize the bed and bank, and tie the channel grading downstream. Design measures to achieve this may include riparian planting, infrastructure changes, and bioengingeering. It is the highest priority reach in the masterplan for erosion and fish protection, and a high ranking priority for flood protection.

Neighbourhood Context

Connectivity Network

The site is located directly across from the Penticton Regional Hospital and directly north of the Ellis Creek Pathway.

The site is within a 20 min. walk to the Cherry Lane Exchange on the transit network, or also accessible via Route 1. It also provides frontage and connectivity to the standard bike route along Government Street that allows connection via Duncan Ave to the Lake to Lake bike route being completed in 2023.

The Ellis Creek pathway is directly to the south of the site, providing a buffer of Industrial Ave. for pedestrians.

Stryke will include bicycle oriented design encompassing amenities, bike repair and storage areas, as well as convenient and direct access to/from buildings.

LEGEND

- Separate Bike Lane, Existing
- Separate Bike Lane, Proposed
- Shared Bike Lane, Existing
- Shared Bike Lane, Proposed
- Standard Bike Lane, Existing
- Standard Bike Lane, Proposed

Cycling Network

LEGEND

- Transit Route 1
- Transit Route 2
- Transit Route 3 (School)
- Transit Route 4
- Transit Route 5
- Transit Stop

Transit Network

Neighbourhood Context

Local Amenities

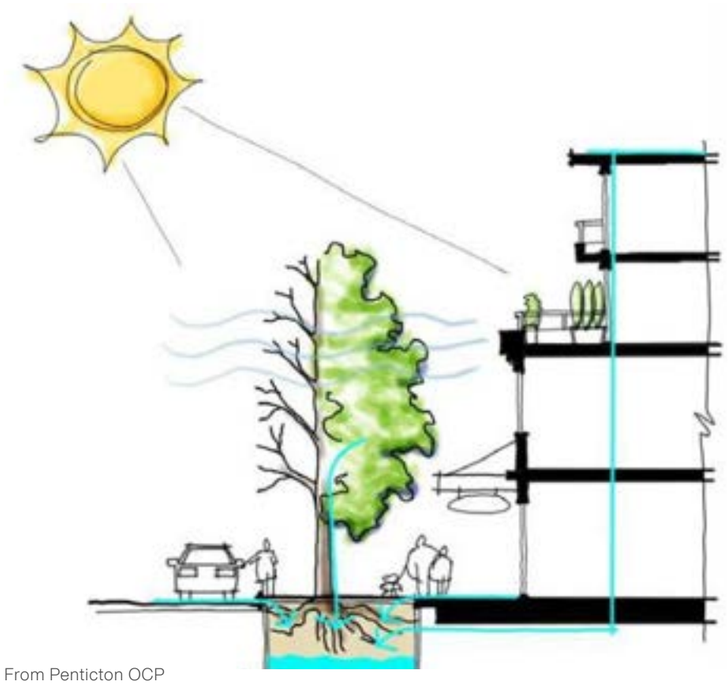
Located halfway between Okanagan and Skaha Lake in central Penticton, the site is well situated to both access and provide amenities and services.

The Penticton Regional Hospital, Carmi Elementary School, Leir House Cultural Centre, McLaren Park & Arena, as well as many other healthcare and food service businesses are within a 5-10 min walk of the site. These businesses can be further complimented with the addition of new retail and office spaces in the proposed typology mix.

Map Courtesy of penticton.ca

Response to OCP and Bylaw Guidelines

The Government Street site falls under the Commercial & Mixed-Use Development Permit area (5.3.3), an area with a high standard of urban design built on the following design objectives: produce streetscapes defined by attractive buildings and landscaping, transition parking to more pedestrian friendly and amenity rich zones, provide attractive and safe pedestrian and vehicular environments, establish built forms using quality urban design and reflect the multi-family design guidelines for mixed-use.



From Penticton OCP

GENERAL RESIDENTIAL & MIXED USE GUIDELINES

Relationship to the Street

- ✓ Development should activate the public realm and shared open shapes by placing active uses at street-level (CM1, CM3)
- ✓ Entries should be visible and clearly identifiable from the fronting public street (CM19, G28)
- ✓ Development should orient windows porches, balconies and patios toward the public realm, allowing for casual overlook of parks, open spaces, and parking areas (G29, CM3, CM4)
- ✓ Extensive blank walls along the street should be avoided (CM12, G30)
- ✓ Provide screening or visual interest on solid walls that exist as a function of an internal program (CM12, G31)

Scale and Massing

- ✓ Varied height and typology breaks up massing across site (G22, G23)
- ✓ Ground plane private patios will be used as natural buffer zones between public sidewalks and private residences to create a human scaled, activated and inviting pedestrian realm (G13, G27)

Site Planning

- ✓ The unique condition of retail frontage on Government Street and the stepped back office and residential is tailored to the surroundings and context (CM3)
- ✓ CPTED principles such as lighting, sight lines, clear entrances and natural surveillance are included in the design, with particular attention given to creating clear sight lines from the street realm at commercial frontages (G29, CM10)
- ✓ Traffic calming measures such as street narrowing at intersections with pedestrian crossings (4.2.7.4)
- ✓ Publicly accessible gathering spaces and retail plazas at the West boundary of the site to encourage community interaction (CM2)

Site Servicing, Access and Parking

- ✓ Garage access and back of house uses are consolidated and accessed from interior site streets to mitigate traffic impacts on adjacent roadways (G16, CM4)
- ✓ Parking will be a mix of below grade structures and selected on-street spaces to support retail business (G18)
- ✓ Each building will be equipped with bicycle parking facilities to encourage sustainable modes of transportation (G19)

Streetscapes, Landscapes, and Public Realm Design

- ✓ On-site open spaces are designed to be functional, engaging, and attractive through the positioning towards sunlight, centralized courtyard gathering spaces and comfortable amenities such as seating, planting, shade trees, lighting, and high quality materials (G21, CM2)
- ✓ Drought-resistant landscaping is used to soften the hardscape and provide on-site storm water management (G33, G37)
- ✓ Strategically placed and oriented exterior lighting promotes safety and visibility, and accents architectural features and walkways, while avoiding light pollution and illuminating neighbouring sites (G48. G49)

Use Buffering, Features and Materials

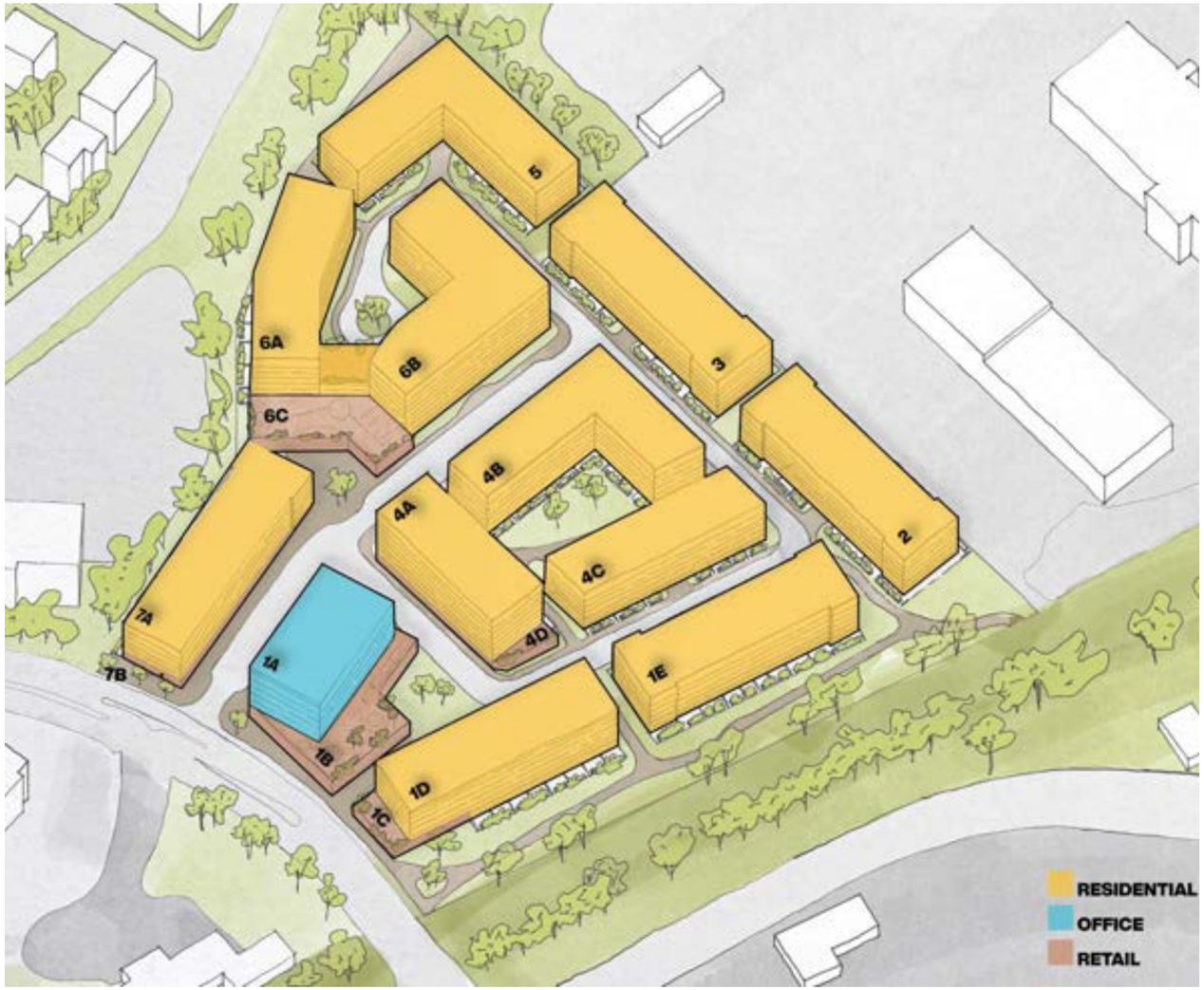
- ✓ The site will address respecting the neighbouring sites and screening adjacent uses by using landscape buffering via planting and fencing that respects natural materials and is not visually disruptive (G2, G38)
- ✓ Use of landscaping and surface materials to clearly delineate public and private realms and assist in wayfinding (G39)
- ✓ Contemporary, high quality materials intermixed with natural elements are a part of defining the Okanagan architectural style and will be used through the site (5.3.2.4.(3))

Precedent Community Imagery

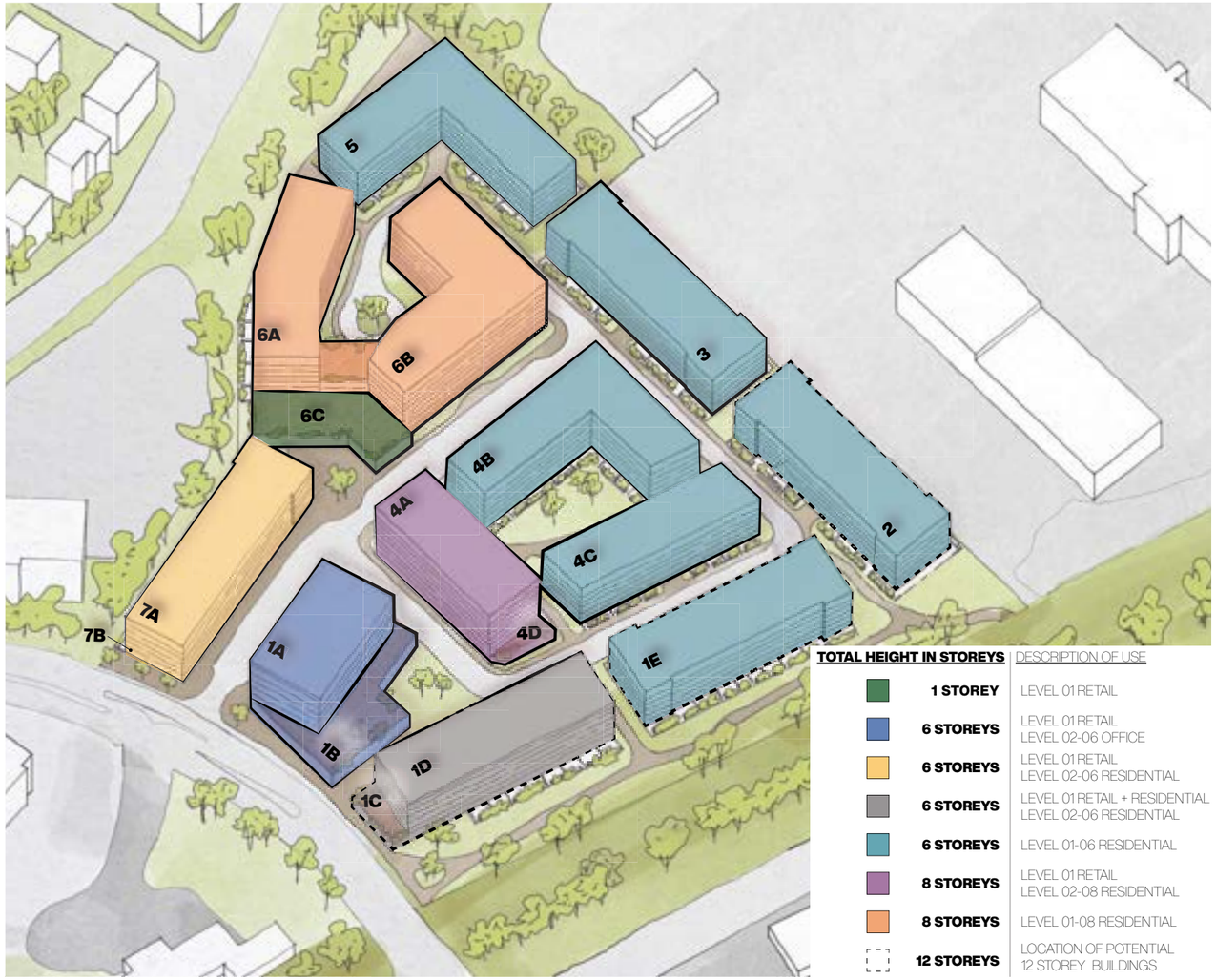
Proposed Development and Plans

Overall Site Plan

Basic Programmatic Massing + Typology

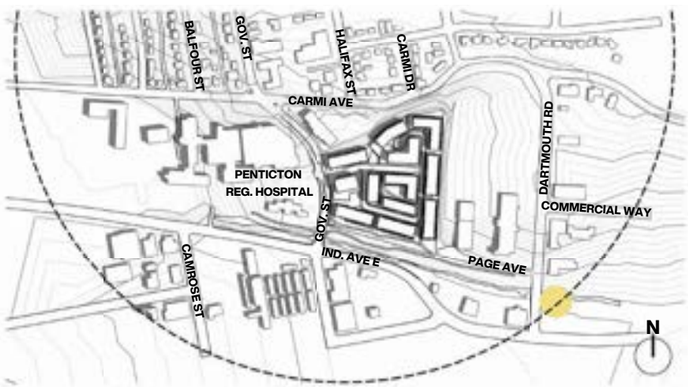


Basic Programmatic Height



*Heights shown schematically as 4-8 Storeys, however application is for 12 Storey overall height to allow for future flexibility to respond to housing demand pending flight path review

Preliminary Shadow Studies



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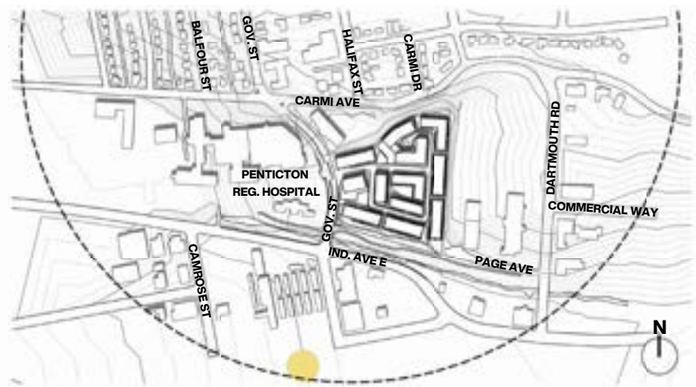
Scale: NTS



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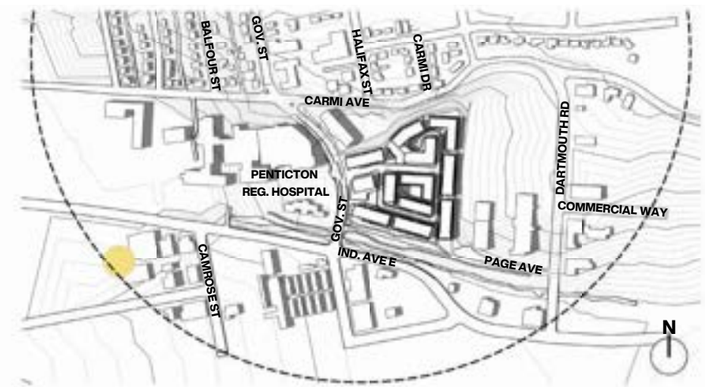

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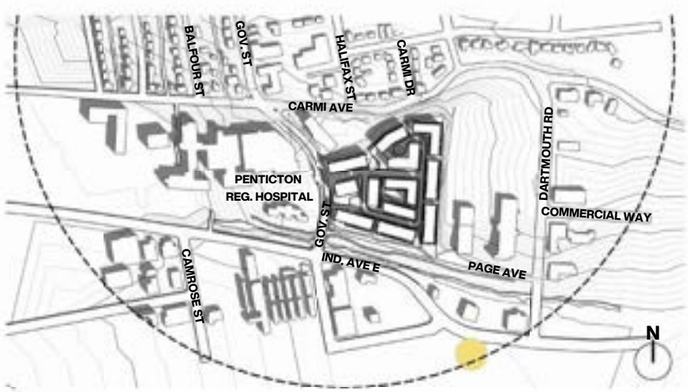
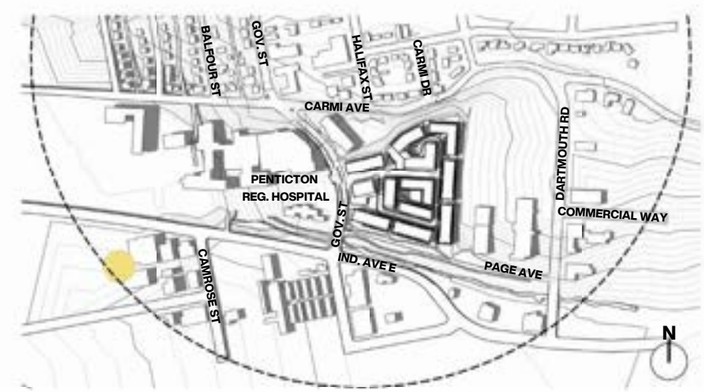


4 A5.0 FALL EQUINOX 9:30 AM
Scale: NTS

5 A5.0 FALL EQUINOX 12:30 PM
Scale: NTS



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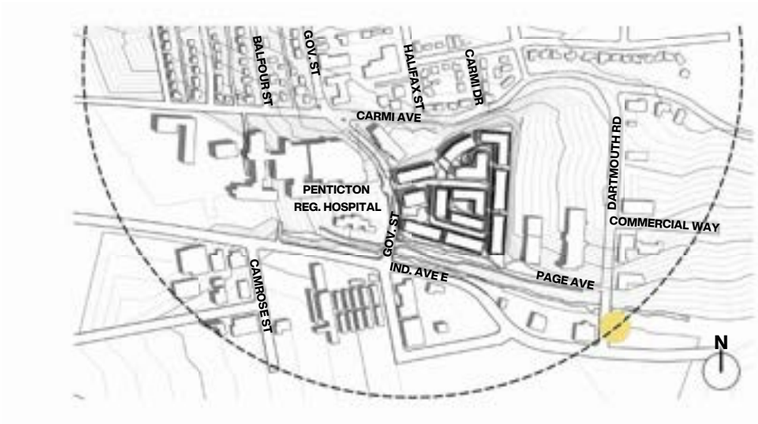
Preliminary Shadow Studies



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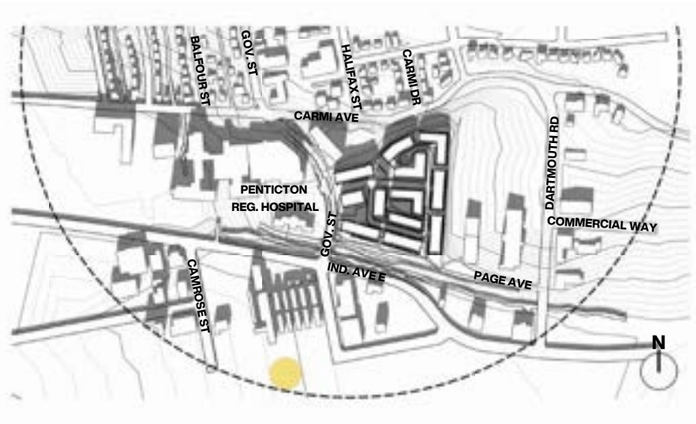

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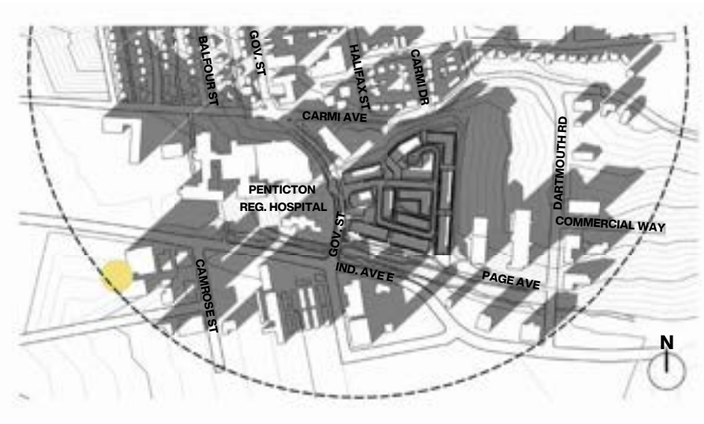

3 / A5.1 WINTER SOLSTICE 3:30 PM
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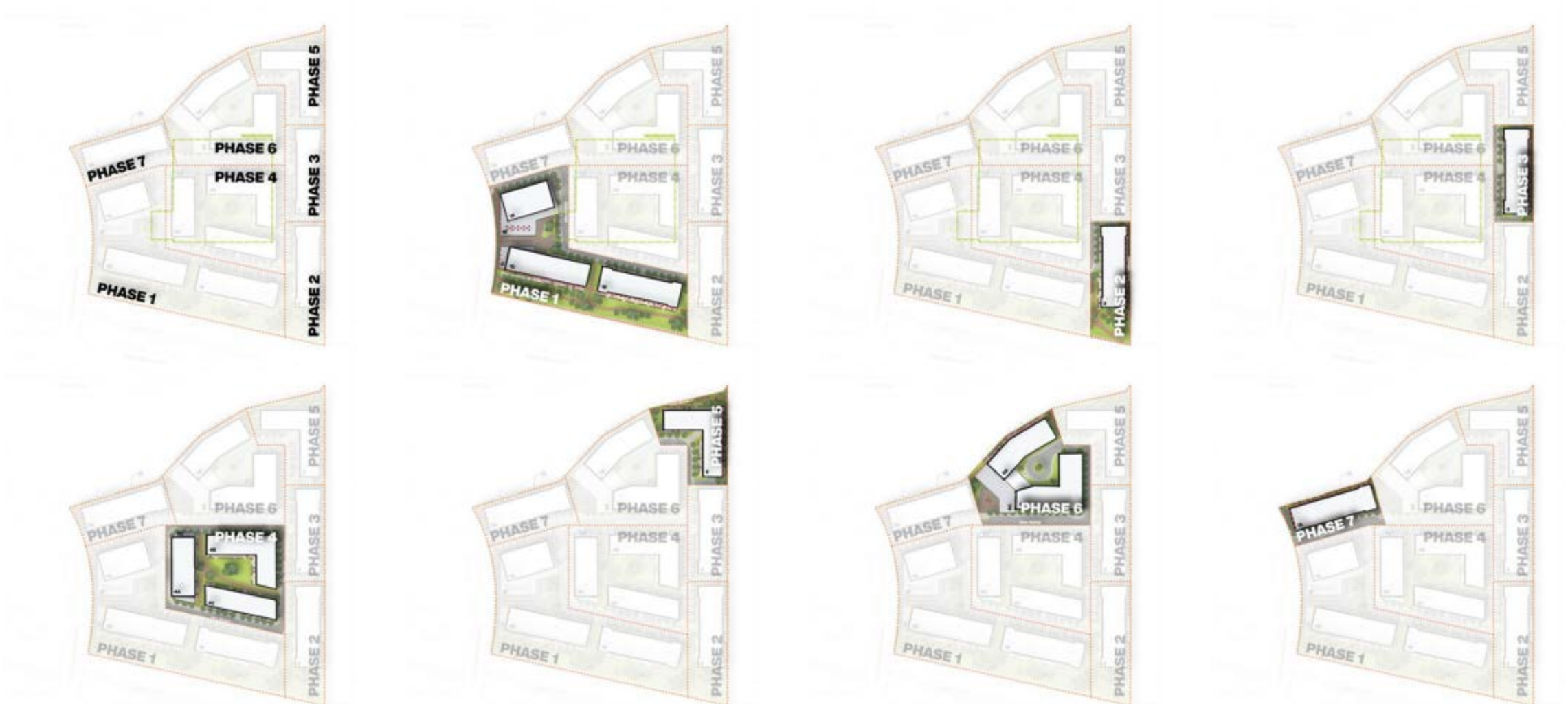
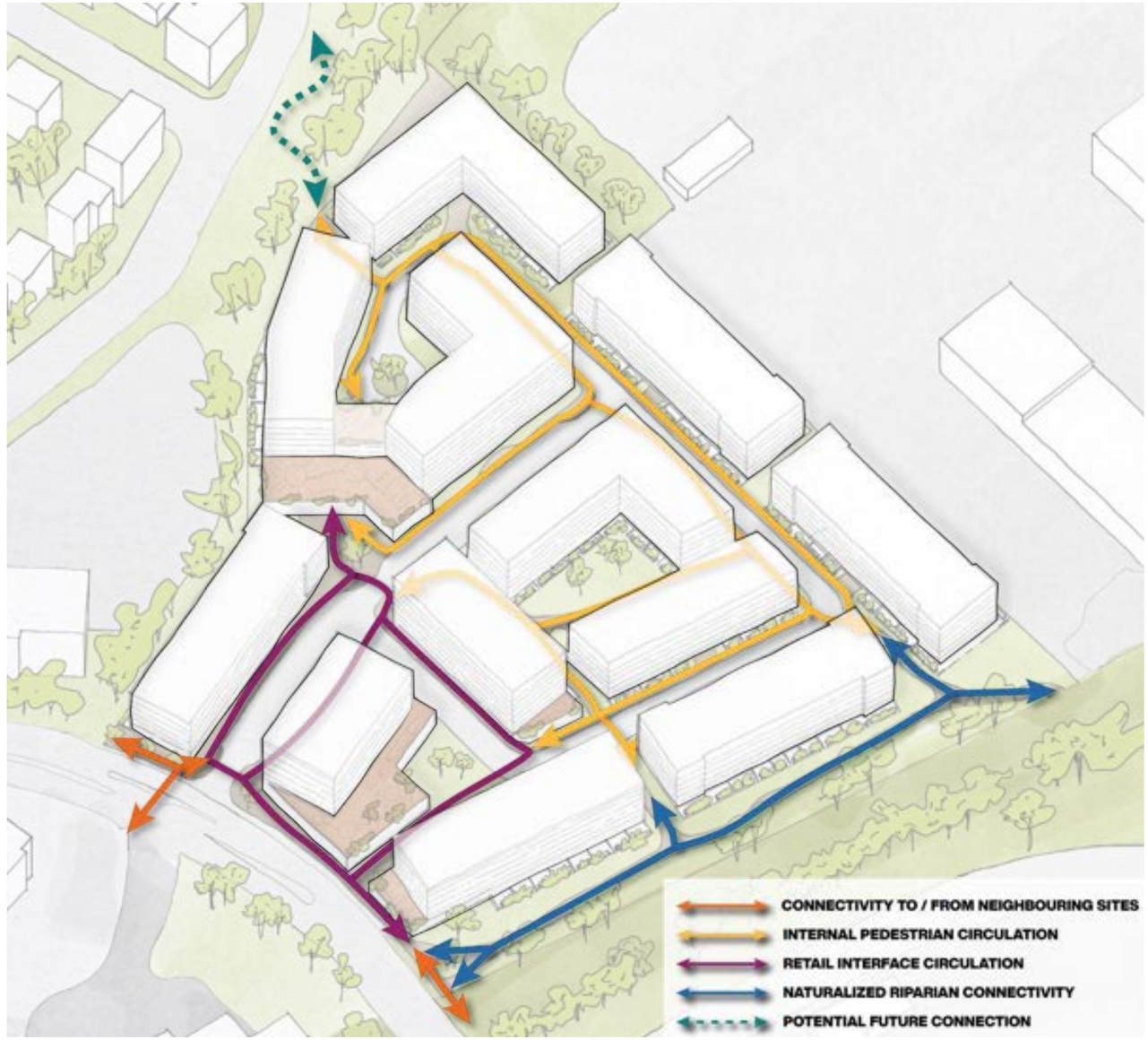
4 / A5.1 3D VIEW - FALL EQUINOX 3:30 PM
SCALE:

Site Phasing Plans



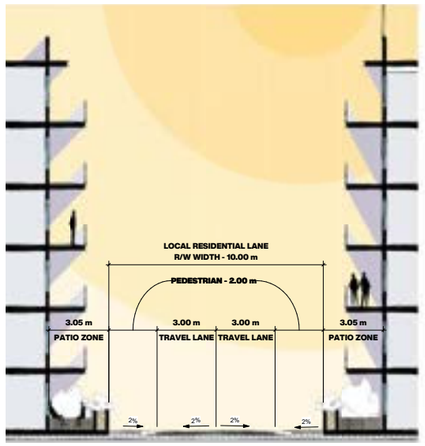
Note: Primary industrial/warehouse building is anticipated to be removed after Phase 3, prior to start of Phase 4. Smaller/ancillary buildings will be removed as required, by phase.

Pedestrian Connectivity

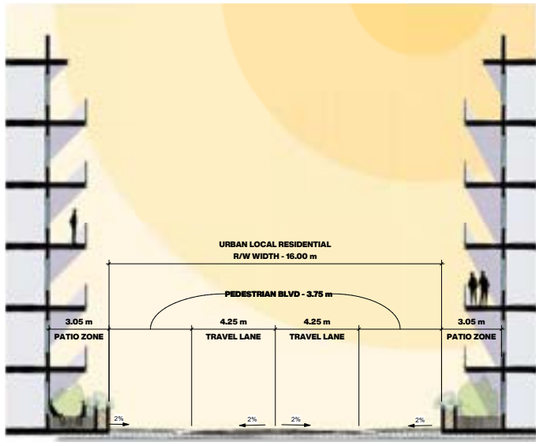


Traffic Circulation and Roads

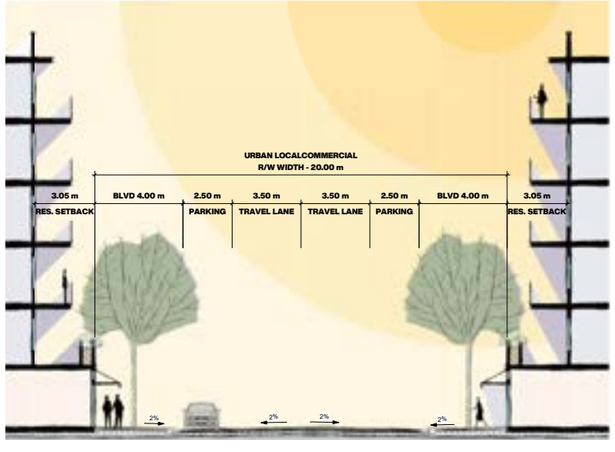
Traffic and Road Diagram



10m R/W WIDTH SECTION



16m R/W WIDTH SECTION



20m R/W WIDTH SECTION

Appendix

Preliminary Transportation Review - Under Separate Cover

ARCADIS www.arcadis.com

Attachment C - Official Community Plan Map

1704 Government Street

Official Community Plan Map

Legend

- Subject Parcel
- Site Specific Zoning

Future Land Use

- Detached Residential
- Institutional and Civic
- Commercial
- Urban Residential
- Industrial

N

Meters

0 25 50

1:2,000

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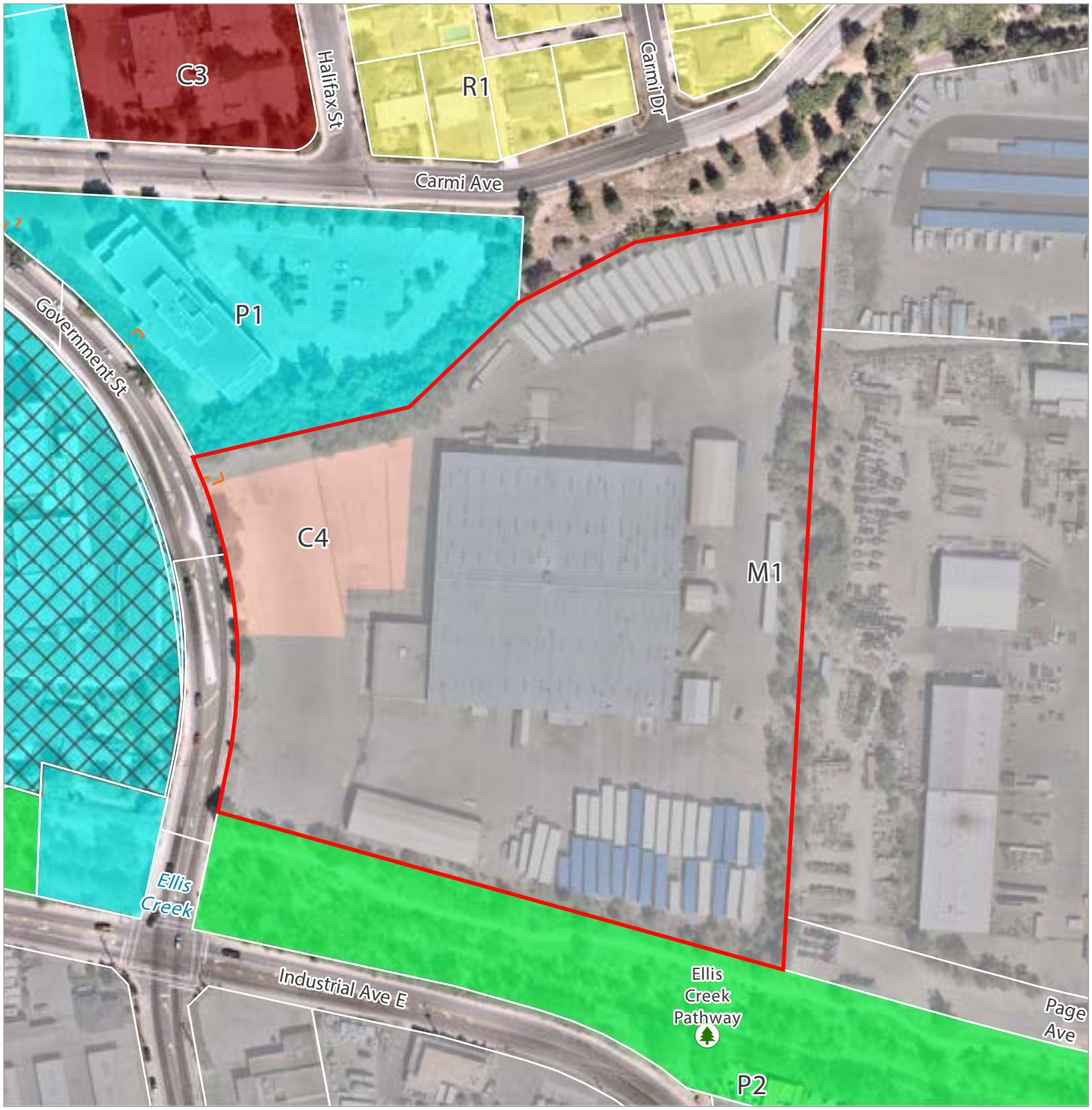
Thursday, June 8, 2023 8:38:54 AM

Attachment D - Zoning Map

1704 Government Street

Zoning Bylaw Map



Legend

- Subject Parcel
- Site Specific Zoning
- R1 - Large Lot Residential
- C3 - Mixed Use Commercial
- C4 - General Commercial
- M1 - General Industrial
- P1 - Public Assembly
- P2 - Parks and Recreation

N

Meters

0 25 50

1:2,000

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Thursday, June 8, 2023 8:39:40 AM

Council Report

penticton.ca

Date: June 20, 2023 File No: RMS/799 Martin St
To: Donny van Dyk, Chief Administrative Officer
From: Nicole Capewell, Planner II
Address: 791 & 799 Martin Street

Subject: **Official Community Plan Amendment Application for 791 and 799 Martin Street**

Staff Recommendation

THAT Council, following the *Community Engagement for OCP Amendments Procedure*, direct staff to commence public engagement for an Official Community Plan amendment, to change the future land use designation from 'Detached Residential' to 'Ground Oriented Residential', for a proposed 14-unit townhouse development at 791 and 799 Martin Street.

Strategic Priority Objective

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

Proposal

The applicant is proposing to construct a 14-unit townhouse development at 791 and 799 Martin Street (Figure 1). The development would allow 4 buildings in total (two 3-plex, and two 4-plex buildings), that are three storeys in height with private attached garages. The applicant has submitted their letter of intent, which outlines their proposal in more detail (Attachment 'D'). The preliminary development plans are also included in Attachment 'E'.

Figure 1 - Rendering of Proposed Development

In order to facilitate the proposed development, the applicants have applied to amend the Official Community Plan (OCP) future land use designation on the two properties from 'Detached Residential' to 'Ground Oriented Residential'. The purpose of this report is to outline an engagement plan for the proposed

OCP amendment to understand the public opinion of the proposed land use change before Council considers first reading of the OCP and Zoning Amendment Bylaws.

Background

The development consists of two properties located on the west side of Martin Street, south of Eckhardt Avenue West (Figure 2). The properties each currently contain an older stock single-family dwelling (1920s and 1940s construction). There are a variety of land uses in the area including low, medium and high density residential, institutional and commercial. The property is within walking distance of the downtown and has direct access to the Lake-to-Lake cycling route, which runs along the east side of this block of Martin St. The property is also within close proximity of the Penticton Library and Museum, Penticton Secondary School, and many shops, services and amenities in the downtown.

Figure 2 - Property Location Map

Both properties are currently designated 'Detached Residential' by the Official Community Plan. 791 Martin Street is zoned RD1 (Duplex Housing), and 799 Martin Street is zoned RM3 (Medium Density Multiple Housing) in the Zoning Bylaw.

Required Applications

The proposal is to allow for a townhouse development on the subject properties. The applicants have submitted the following applications: Official Community Plan (OCP) Amendment, Zoning Amendment, and Development Permit. At this time, staff are proposing the engagement plan for the OCP Amendment and analysis and further details on all applications will be brought forward to Council following the engagement period. The following table outlines the planning applications that are required for the proposed development to proceed (prior to any building permits being issued):

Application Required	Description	Approval Authority
Official Community Plan Amendment Bylaw	To amend the future land use designation on the subject properties from 'Detached Residential' to 'Ground Oriented Residential'	Council with community engagement. Public Hearing required.
Zoning Amendment Bylaw	To amend the zoning at 791 Martin Street from RD1 (Duplex Housing) to RM3 (Medium Density Multiple Housing)	Council Public Hearing required.
Development Permit	To approve the form and character of the mixed-use development	Council/staff delegated

Financial Implication

City staff will be leading the public engagement period. The applicant has paid the required application fees, which account for the required staff time to conduct the engagement for the proposed development.

Technical Review

The application package was reviewed by the Technical Planning Committee, a group of internal staff who review development applications. Staff identified minor adjustments necessary to the plans proposed, which were updated by the applicant. Other comments related to the future building permit application stage were provided to the applicant in the case that the land use change application is successful.

Road Dedication

A road dedication is required on each lot, which is typically handled at the time of Zoning Amendment, as a condition of adoption. However in this instance, staff are aware of a historic 'water agreement' on the title of 791 Martin Street, originally registered on the property in 1907. In similar road dedications in recently months, staff are aware that the process to complete the road dedication for properties with such a water agreement is significant. As such, staff are recommending that the road dedication be completed prior to issuance of the occupancy permit as opposed to zoning, in order to allow construction to proceed while the road dedication is being completed. This allows the application to begin construction if successful with the land use applications, and still ensures the road dedication is completed to facilitate the widening of the road right of way.

Development Statistics

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

	Zone Requirement	Provided on Plans
Minimum Lot Width*:	25.0 m	37.4 m
Minimum Lot Area*:	1,400 m^2	2,049 m^2
Maximum Lot Coverage:	50%	40%
Maximum Hard Surfacing:	60%	60%
Maximum Density:	1.6 Floor Area Ratio (FAR)	0.9 Floor Area Ratio (FAR)
Vehicle Parking:	1 space per unit 0.25 space per unit (visitor) Total required = 17 spaces, which includes 14 resident and 3 visitor	Total provided = 17 spaces *14 resident spaces* *3 visitor spaces*
Bicycle Parking	Required Class 1 is 0.5 per unit: Total required = 7 Class 1 spaces Required Class 2 is 0.1 per unit: Total required = 2 Class 2 spaces	Total Class 1 provided = 14 (provided inside garages) Total Class 2 provided = 2
Amenity Space:	20 m^2 per unit Total required = 280 m^2	Total provided = 576 m^2
Required Setbacks	3.0 m	3.0 m

	Zone Requirement	Provided on Plans
Front Yard (Martin St): Side Yard (north): Side Yard (south): Rear Yard (west):	4.5 m 4.5 m 6.0 m	4.5 m 6.4 m 6.0 m
Maximum Building Height	24 m	10.0 m
Other Information:	*Lot width and lot area are only applicable at the time of subdivision.	

Community Engagement

Staff will be following the *Community Engagement for OCP Amendments Procedure* to ensure adequate and meaningful consultation with the community. The community engagement will be led by City staff for a period of one month, starting at the end of June.

The following list summarizes the main methods that will be used to raise awareness about the application and the opportunities for residents to provide feedback through the community engagement period:

1. Project page on www.shapeyourcitypenticton.ca - central location to share information and gather feedback, including an email blast to the Shape Your City Penticton database advising of the engagement beginning,
2. Notices mailed to neighbours within a 100m buffer of the properties,
3. Notice signs posted on the subject properties,
4. Consult with targeted agencies and stakeholder groups (i.e. Province, RDOS, School District #67, etc.),
5. Refer proposal to the Penticton Indian Band,
6. Media release issued,
7. Newspaper advertisements, and
8. Information sessions that allow for sharing of information and discussion on the proposed development.

Staff will be proceeding with community engagement prior to presenting the complete development application package to Council for consideration. The complete development application package will consider the Official Community Plan Amendment Bylaw, Zoning Amendment Bylaw, and Development Permit.

Analysis

The applicant is proposing to amend the OCP future land use designation on the subject lands from 'Detached Residential' to 'Ground Oriented Residential' to support a 3-storey, 14-unit townhouse development. After initial review of the application package, staff consider that the application has merit for Council consideration given that:

1. The subject property is located within the periphery of the downtown.
2. The proposed development represents infill development, increasing density within an existing area of the City, without the need for infrastructure extensions to new areas that are not serviced.

3. There are other medium and high density developments within the surrounding area, including a 7-unit townhouse under construction on the lot immediately to the north (783 Martin St).

When considering an amendment to the OCP future land use designation, the City consults with the neighbouring residents, key stakeholders and the community, providing thoughtful opportunities for discussion and feedback. This report outlines the engagement process that will be completed and follows the procedure adopted by Council to ensure opportunities are provided for valuable community feedback before Council makes a decision on whether to proceed with the application(s).

Detached Residential Land Use Designation

The OCP future land use designation on the subject properties is currently 'Detached Residential' (Attachment 'B'). The 'Detached Residential' land use designation is described in the OCP as lower-density areas of single detached houses and/or duplexes in primarily residential neighbourhoods including single-detached bareland stratas. This includes building types such as single detached houses with secondary suites or carriage houses, duplexes, small-scale neighbourhood commercial buildings or manufactured homes (Figure 3).

Land Use	Description	Building Type(s)	Uses	Height / Density	Zone(s)
Detached Residential	Lower-density areas of single detached houses and/or duplexes in primarily residential neighbourhoods including single-detached bareland stratas	• Single detached houses with secondary suites or carriage houses • Duplexes • Small-scale neighbourhood commercial building (e.g., corner store, coffee shop) • Manufactured homes	• Residential • Limited retail/ service	• 1 or 2 units per lot • Generally up to 2 ½ storeys to reflect 30' maximum in Zoning Bylaw	• R1 • R2 • R3 • RD1 • RSM • C2
	Site-Specific Detached Residential Policy Statement: 375 Smythe Drive: a maximum of 27 detached single-family houses are permitted on this site. Houses may include secondary suites but not carriage houses				

Figure 3 - Detached Residential Land Use Designation

Ground Oriented Residential Land Use Designation

The designation that is being requested for the subject properties is the 'Ground Oriented Residential' designation to allow for a townhouse development. This designation envisions medium-density residential areas with multi-family developments where each door has an exterior door and construction is primarily wood frame, or bareland stratas (Figure 4). Building types supported in this designation include duplexes with suites, cluster housing, fourplexes, townhouses and bareland strata developments. This change would allow for the rezoning of one of the properties to support the proposed townhouse development.

Land Use	Description	Building Type(s)	Uses	Height / Density	Zone(s)
Ground Oriented Residential	Medium-density residential areas with multi-family developments where each unit has an exterior door and construction is primarily wood frame, or bareland stratas.	• Duplexes with suites • Cluster housing • Fourplexes higher-density rowhouses • Townhouses and stacked townhouses • Bareland strata developments	• Residential • Limited Service/ Retail	• Up to 3 ½ storeys	• RM2 • RM5 • C2

Figure 4 - Ground Oriented Land Use Designation

Next Steps

Should Council support the staff recommendation to proceed with public engagement, staff would commence the engagement period. In moving to public engagement, this does not signify that Council has endorsed, supported or approved the proposed development. Rather, this indicates that Council would like to engage with neighbours and stakeholders to see what the community's thoughts are for the proposal.

Once engagement has been completed, staff will prepare a summary of the engagement results that will be shared with the applicant, Council and the public. Should the applicant wish to proceed with their proposed development after the engagement has completed, staff would prepare subsequent staff reports for Council to consider formal bylaws for the OCP and Zoning Bylaw amendments. As part of this process, a legislated Public Hearing would be held after First Reading, where residents would have another opportunity to provide comments on the proposed development directly to Council, prior to further consideration of the bylaws by Council.

Attachments

Attachment A – Zoning Map
Attachment B – Official Community Plan Map
Attachment C – Photos of Property
Attachment D – Letter of Intent
Attachment E – Draft Development Plans

Respectfully submitted,

Nicole Capewell, RPP, MCIP
Planner II

Director of Development Services	Chief Administrative Officer
BL	DvD

Attachment A – Zoning Map

Attachment B – Official Community Plan Map

Attachment C – Photos of Property

Looking towards subject properties from Martin St

Looking towards subject properties from Martin St

GIROUX DESIGN GROUP
QUALITY HOME & BUILDING DESIGN SINCE 1950

March 2, 2023

Giroux Design Group Inc.

City of Penticton
171 Main Street
Penticton BC, V2A 5A9

Re: 791 & 799 Martin Street Development Permit Application

To City of Penticton Planning Department,

This letter is regarding the proposal to merge, rezone and develop the properties located at 791 and 799 Martin Street. 791 Martin requires an OCP amendment from Detached Residential to Ground Oriented Residential and rezoning from RD1 Duplex Housing to RM3 Medium Density Multiple Housing. 799 Martin is already zoned RM3 and has an approved application for a townhouse development. The merger of the properties into one lot will allow for a shared drive aisle providing more green space, more units, and better designed townhouses.

The development will provide 14 townhouse units, each with 3 bedrooms a den and a single car garage. The intention of the developer is to maintain ownership of the finished buildings as rental properties. While an OCP amendment is required for 791 Martin Street to allow for the development, this new OCP designation is consistent with most of the neighbouring properties which are predominately multi-family. The location of the development is also ideal for families as there are schools and library within walking distance, as well as shopping, parks, and downtown.

No variances are required for this application.

We believe the project meets the intent of providing modest densification to an area of town that has a mix of townhouses and high-density apartment buildings. In contrast to nearby apartment buildings, this development will provide much needed family housing in the area with private outdoor green areas and amenity space for families with children.

Thank you for considering our proposal.

Best regards,

Tony Giroux ASTTBC.CTech, RBC, BCABD
Owner/Registered Building Designer
Giroux Design Group Inc.

791 & 799 MARTIN STREET: DEVELOPMENT PERMIT ANALYSIS

PEDESTRIAN CONNECTIVITY

The development is on a road with pedestrian sidewalks and within walking and biking distance to the downtown business core and shopping. The location is central to parks and within blocks of both middle, and high schools. City Bus stops are also located nearby, allowing easy access to transit. The bike lane runs near the property making bicycle access convenient.

PARKING

Each unit has secured garage parking for one vehicle accessed by a two-way drive lane coming from Martin Street with three additional visitor parking spots. No variances are needed for parking as the number of spaces meets the COP requirements.

DESIGN FOR CLIMATE

The building will meet the requirements of Step 3 of the BC Building Code. Trees to be planted along three property lines are deciduous which will provide shade during the summer and sunlight during the winter as the leaves fall. Each property has its own private rear yard to allow for outdoor living.

ORIENTATION & MASSING

Each unit has its own entry door with a covered porch. The townhouses are three storeys tall and will nicely suit the neighbourhood which is comprised of duplexes, townhouses, and apartment buildings of varying size with some older single-family homes further down the street. At 9.7 meters tall the building is under the 12 m maximum height allowance. The style of the building is Modern style which will complement the neighbourhood and is in harmony with newer construction in the area as well as the older apartment buildings.

LANDSCAPING (ENHANCING THE URBAN FOREST)

The landscaping plan for the development includes the planting of 17 trees along the surrounding property lines. Along Martin Street a continuous planting bed borders the sidewalk providing pleasing aesthetics and increased curb-appeal. Three trees are to be planted along Martin Street and a grass area with surrounding planting beds containing low-maintenance plants will create a pleasing aesthetic and curb appeal for the development and a pleasant environment for occupants. In minimal selected areas, river rock is used to provide a clean, easily maintained utility spaces. A grass lawn at the front property line will provide a pleasant green accent for the property. Grassed rear yards will provide pleasant private areas for each unit and will contain accent planting beds and Korean Maples. A minimum 3.0 m landscape buffer is maintained around the property with the south and west property lines having up to 6.0 meter buffers.

WASTE MANAGEMENT

Garbage and recycling collection is provided by individual bins provided for each unit to be collected from in front of each garage door on collection day. The garbage and recycling bins will be stored within the unit garages on non-collection days.

FENCES

Six-foot-high wood privacy fences will be installed along the surrounding property lines excluding the front property line and will be stepped down to four feet within the front yard setback. Six-foot-high privacy fences will also be between each of the townhouse rear yards.

Attachment - E - Draft Development Plans

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HARMAN JOHAL

WP-5654

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ZONING COMPLIANCE TABLE (PROPOSED RM3)

REGULATION	REQUIRED	PROVIDED ON PLANS	VARIANCE REQUIRED
LOT AREA	1400 m2	2049.47 m.sq.	N/A
MINIMUM LOT WIDTH	25.0 m	37.39 m	N/A
MAXIMUM LOT COVERAGE	50%	40% (813.17 m.sq.)	NO
MAXIMUM HARD SURFACING	60%	60% (1228 m.sq.)	NO
MAXIMUM DENSITY	1.6 FAR	0.86 FAR (1762.7 m2)	NO
MAXIMUM HEIGHT	24 m	9.7 m	NO
MINIMUM FRONT YARD (WEST)	3.0 m	3.0 m	NO
MINIMUM INTERIOR SIDE YARD (NORTH)	4.5 m	4.5 m	NO
MINIMUM EXTERIOR SIDE YARD (SOUTH)	4.5 m	N/A	N/A
MINIMUM REAR YARD (EAST)	6.0 m	6.0 m	NO
PARKING SPACES (1 PER UNIT)	17	17	NO
BICYCLE PARKING (CLASS I/CLASS II)	7/2	7/2	NO
AMENITY AREA (20 m2 PER UNIT)	280 m2	576 m2	NO

LANDSCAPE SCHEDULE

PLANTINGS:

Asiatic Lilies (Asiatic Hybrid Lilies) 58 qty.
Black Mondo Grass (Ophiopogon planiscapus 'Nigrescens') 39 qty.
Bluebunch Wheatgrass (Pseudoregnerias Spicatum) 13 qty.
Blue Cushion Lavender (Lavandula angustifolia 'Blue Cushion') 10 qty.
Bulbous Oat Grass (Arrhenatherum bulbosum 'Variegatum') 25 qty.
Elijah Blue Fescue (Festuca glauca 'Elijah Blue') 38 qty.
Fire Ball Burning Bush (Euonymus alatus 'Fire Ball') 5 qty.
Foxy Lady Moss Phlox (Phlox 'Foxy Lady') 22 qty.
Grass Pink Pampas (Cortaderia selloana 'Rosea') 3 qty.
Hardy Pampas (Erianthus ravennae) 1 qty.
Indian Grass (Sorgastrum nutans 'Indian Steel') 4 qty.
Japanese Blood Grass (Imperata cylindrica 'Red Baron') 6 qty.
Japanese Forest Grass (Hakonechloa macra 'Fubuki') 32 qty.
Karl Foerster's Grass (Calamagrostis x acutiflora Karl Foerster) 30 qty.
Mexican Feather Grass (Stipa tenuissima) 5 qty.

TREES:

Amur Maple (Acer ginnala) 4 qty.
Korean Dogwood (Cornus kousa) 13 qty.

GARBAGE DISPOSAL:

Garbage Container Garbage Conatiner 14
Recycling Container Recycling Container 14
Yard Waste Container 2

GROUND COVER/HARD SURFACES:

Property Area (22,061 sq.ft.)
Asphalt (4661 sq.ft.)
Permeable Concrete-Fibercrete or Similar (
Gravel Driveway Base (4358 sq.ft.)
Grass (6030 sq.ft.)
Planting Beds-Bark Mulch (1944 sq.ft.)
River Rock-2" Rainbow (710 sq.ft.)
Landscape Fabric (2654 sq.ft.)
Sidewalks/Concrete Pads (162 sq.ft.)

FENCING:

4' High Wood Fence (30 lin.ft.)
6' High 'Good Neighbour' Privacy Fence (1007 lin.ft.)

EQUIPMENT:

Bike Ring Stand 2 qty.

LANDSCAPE NOTES:

SHRUBS SHALL BE A MIN OF No.2 POT SHRUBS

ALL TREES ARE TO BE A MINIMUM CALIPER OF 60mm WITH A CLEAR STEM HEIGHT OF 1.5 m

NO TREES, FENCES OR STRUCTURES WITHIN ROAD DEDICATION

NO RETAINING WALLS OVER 1.2 m IN HEIGHT ARE PERMITTED WITHIN ANY SETBACK AREA

LANDSCAPED AREAS TO BE EQUIPPED WITH UNDERGROUND IRRIGATION SYSTEM COMPLETE WITH MOISTURE SENSORS & TIMERS.

LANDSCAPING AND IRRIGATION TO EXTEND TO EDGE OF CITY SIDEWALKS, CURBS, ASPHALT. (INCLUSIVE OF LANDSCAPING ON CITY BOULEVARD)

DRIVEWAY ASPHALT TO EXTEND TO STREET AND LANE ASPHALT.

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Zoning Compliance Table

HARMAN JOHAL
791/799 MARTIN STREET
PENTICTON, BC.

DESIGN BY: AJG | DATE: 2023-06-02
DRAWN BY: AJG | REVISED:

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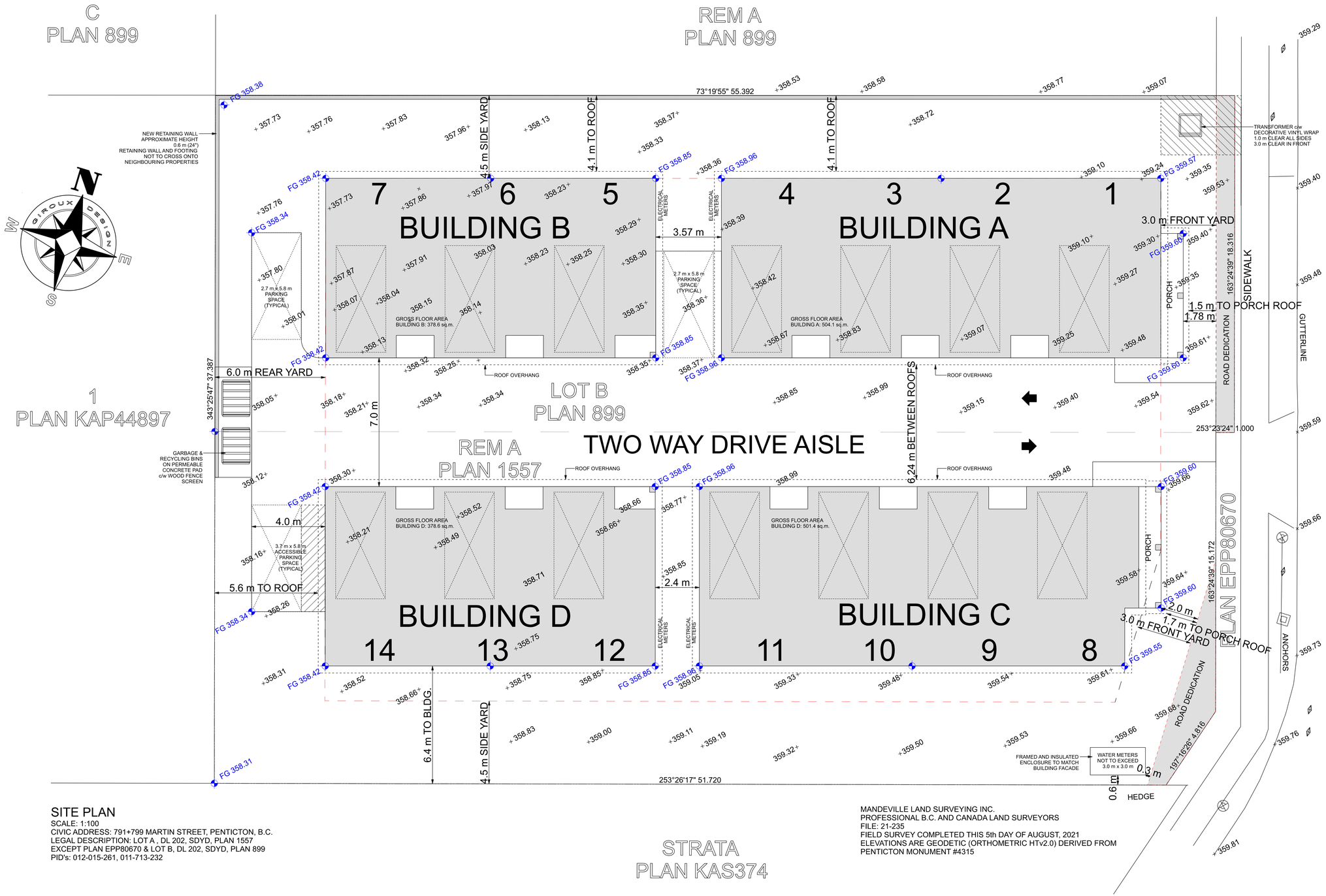

LEGEND

- POWER POLE
- FIRE HYDRANT
- WATER VALVE
- TREE
- SPOT ELEVATION
- IRON POST FOUND

SITE PLAN

SCALE: 1:100
CIVIC ADDRESS: 791+799 MARTIN STREET, PENTICTON, B.C.
LEGAL DESCRIPTION: LOT A , DL 202, SDYD, PLAN 1557
EXCEPT PLAN EPP80670 & LOT B, DL 202, SDYD, PLAN 899
PID's: 012-015-261, 011-713-232

MANDEVILLE LAND SURVEYING INC.
PROFESSIONAL B.C. AND CANADA LAND SURVEYORS
FILE: 21-235
FIELD SURVEY COMPLETED THIS 5th DAY OF AUGUST, 2021
ELEVATIONS ARE GEODETIC (ORTHOMETRIC HTv2.0) DERIVED FROM
PENTICTON MONUMENT #4315

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Site Plan

H. HAMANOHAL
791/799 MARTIN STREET
PENTICTON, BC.

DATE: 2023-06-02
DESIGN BY: AJG
DRAWN BY: AJG
REVISED:

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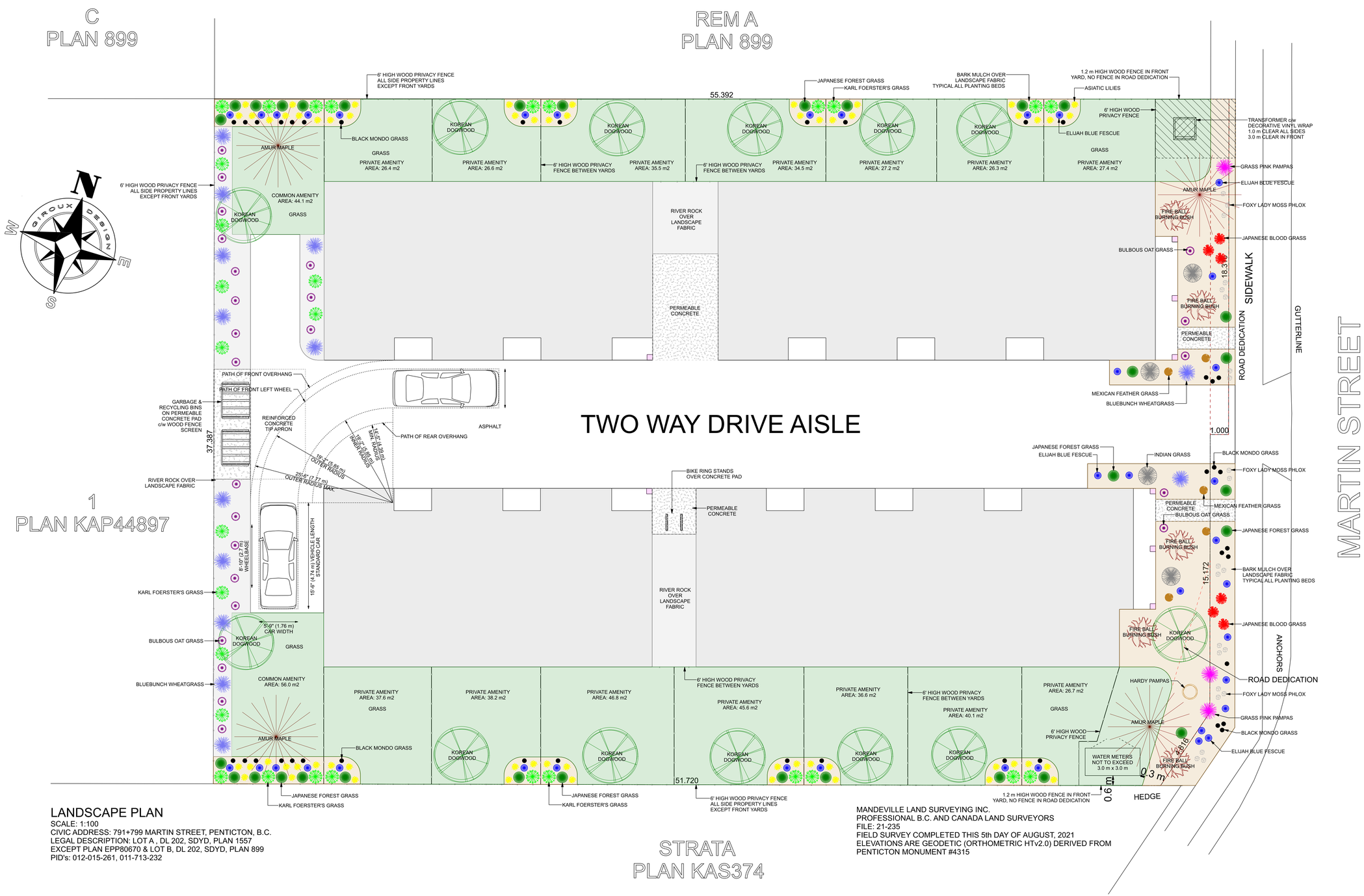

LANDSCAPE PLAN

SCALE: 1:100
CIVIC ADDRESS: 791+799 MARTIN STREET, PENTICTON, B.C.
LEGAL DESCRIPTION: LOT A , DL 202, SDYD, PLAN 1557
EXCEPT PLAN EPP80670 & LOT B, DL 202, SDYD, PLAN 899
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Landscape Plan

HARMAN JOHAL
791/799 MARTIN STREET
PENTICTON, BC.

DATE: 2023-06-02
DESIGN BY: AJG
DRAWN BY: AJG
REVISED:

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SITE PLAN SHOWING CERTAIN TOPOGRAPHIC FEATURES ON
1) LOT A , DL 202, SDYD, PLAN 1557 EXCEPT PLAN EPP80670
2) LOT B, DL 202, SDYD, PLAN 899

CIVIC ADDRESS: 791+799 MARTIN STREET, PENTICTON, B.C.
PID's: 012-015-261, 011-713-232

SCALE 1:200

NOTE: SUBJECT TO THE NON-FINANCIAL CHARGES AND INTERESTES WHICH MAY AFFECT THE PROPERTY SEE CERTIFICATE OF TITLE AND RELATED CHARGE DOCUMENTS FOR CONFIRMATION

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THIS PLAN IS PREPARED SOLELY FOR A LIMITED CONTRACTUAL USE BETWEEN MANDEVILLE LAND SURVEYING AND OUR CLIENT. IT IS NOT TO BE USED FOR THE LOCATION OF PROPERTY LINES. WE ACCEPT NO RESPONSIBILITY FOR ANY UNAUTHORIZED USE.

FIELD SURVEY COMPLETED THIS 5th DAY OF AUGUST, 2021

ELEVATIONS ARE GEODETIC (ORTHOMETRIC HTv2.0) DERIVED FROM PENTICTON MONUMENT #4315

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FILE: 21-235 DWG: 21-235

HARMAN JOHAL

791/799 MARTIN STREET
PENTICTON, BC,

DESIGN BY: AJG	DATE: 2023-06-02
DRAWN BY: AJG	REVISED:

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Surveyors Plan

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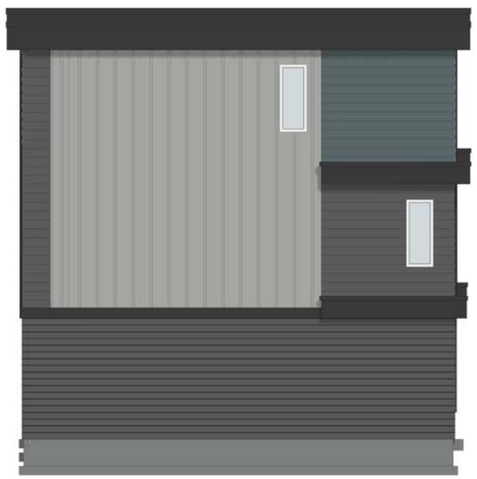
EAST ELEVATION
SCALE: 3/16" = 1'-0"

SOUTH ELEVATION
SCALE: 3/16" = 1'-0"

NOTE: COLOUR AND FINISHES TYPICAL ALL BUILDINGS



WEST ELEVATION
SCALE: 3/16" = 1'-0"

NORTH ELEVATION
SCALE: 3/16" = 1'-0"

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Colour Elevations (Typical Fourplex)

HARMAN JOHAL
791/799 MARTIN STREET
PENTICTON, BC.

DESIGN BY: AJG
DRAWN BY: AJG
DATE: 2023-06-02
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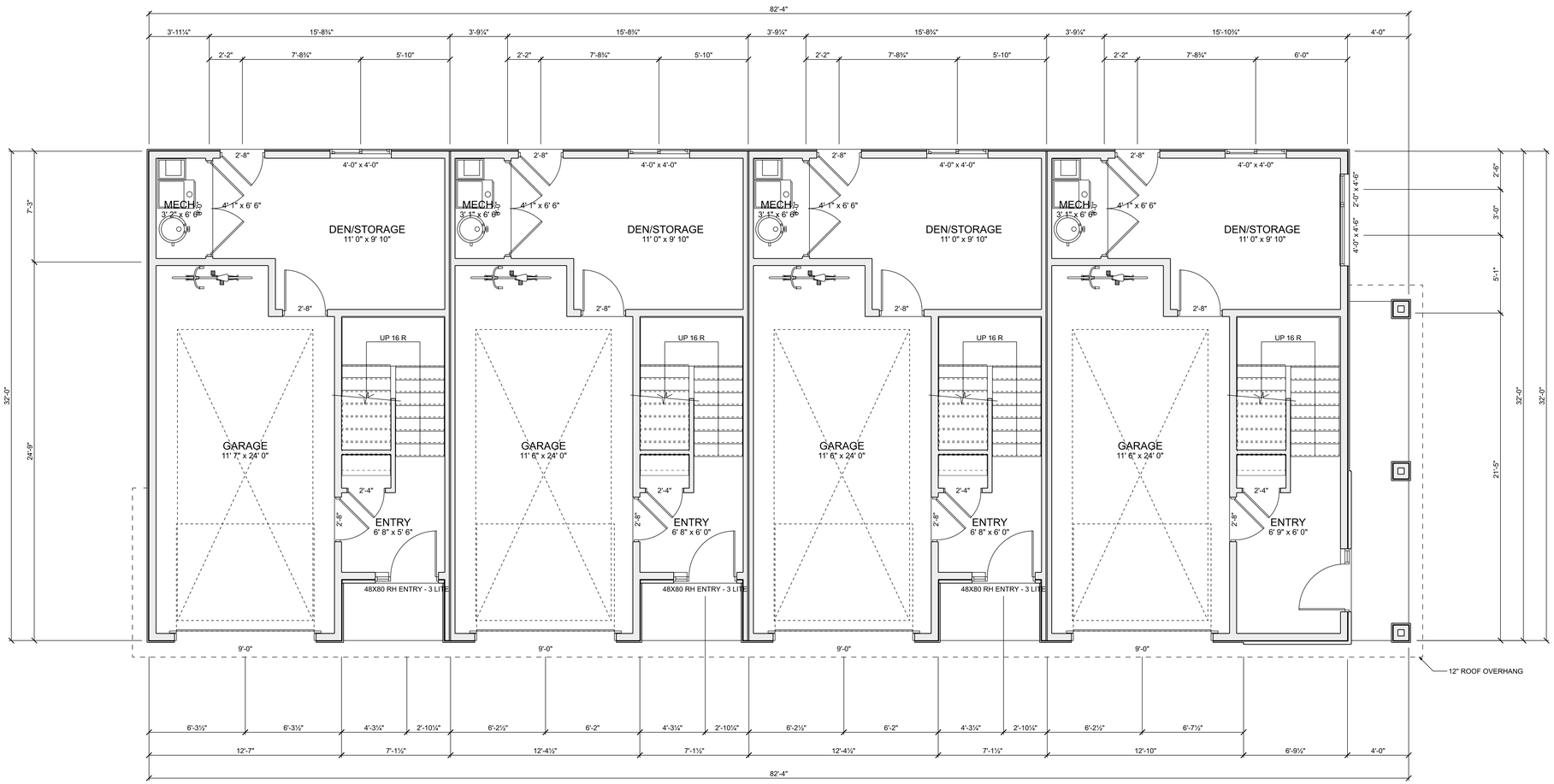

BUILDING A-LOWER FLOOR PLAN

SCALE: 1/4" = 1'-0"
TOTAL LOWER FLOOR AREA: 0.0 sq ft.
TOTAL GARAGE AREA: 1303.0 sq ft.
ANTICIPATED DEPTH OF FOOTINGS AND EXCAVATION FOR ALL BUILDINGS 0.6 m TO 1.2 m.

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Lower Floor Plan-Building A

HARMAN JOHAL
791/799 MARTIN STREET
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Due to local codes, regulations and building practices and/or because of specific design choices, we have not included all details in these drawings. Consequently, the construction of a building in all trades, from these drawings alone, is not possible. These drawings are not to be used as a guide for construction unless the builder has confirmed their suitability in all respects to the particular site and has satisfied himself as to the accuracy of the dimensions. Additionally, Giroux Design Group is unable to accept any liability for the accuracy or overall integrity of these drawings in excess of their original purchase price. Therefore, the builder assumes all responsibility for the accuracy of dimensions and details in these drawings and assume responsibility for the same.

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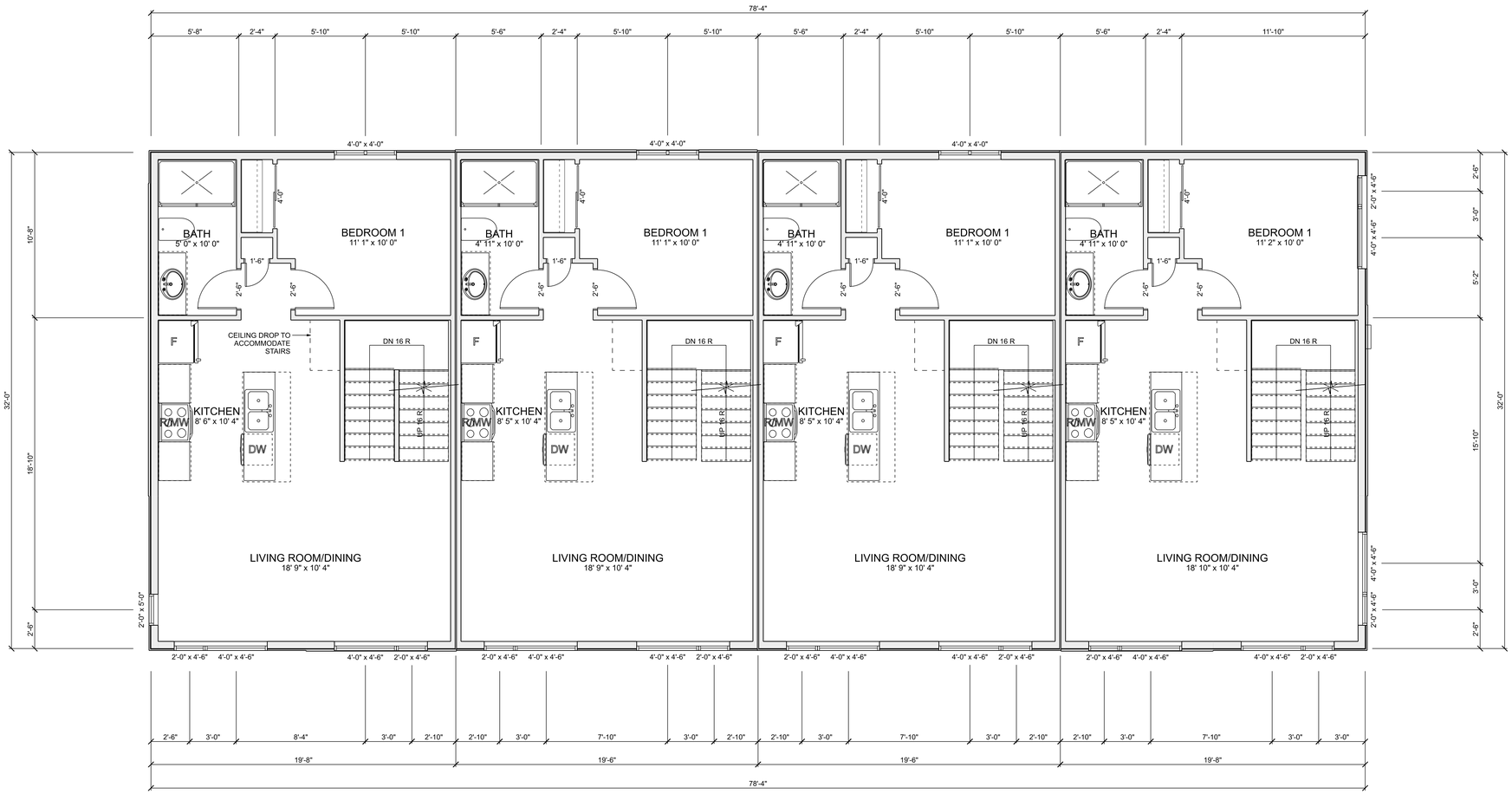

BUILDING A-MAIN FLOOR PLAN

SCALE: 1/4" = 1'-0"
TOTAL MAIN FLOOR AREA: 0.0 sq ft.

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Main Floor Plan-Building A

HARMAN JOHAL
791/799 MARTIN STREET
PENTICTON, BC,

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Due to local codes, regulations and building practices and/or because of specific owner requirements, it is the responsibility of the owner and/or his agent to review all drawings prior to construction of a building with all trades. Consultation with qualified professionals may be required. These drawings are not to be used as a guide for construction unless the builder has confirmed their suitability as part of the building permit process. The builder is responsible for the accuracy of all dimensions. Additionally, Giroux Design Group is unable to accept any liability for the accuracy or overall integrity of these drawings in excess of their original purchase price. The builder shall verify and be responsible for all dimensions and details in these drawings and assume responsibility for the same.

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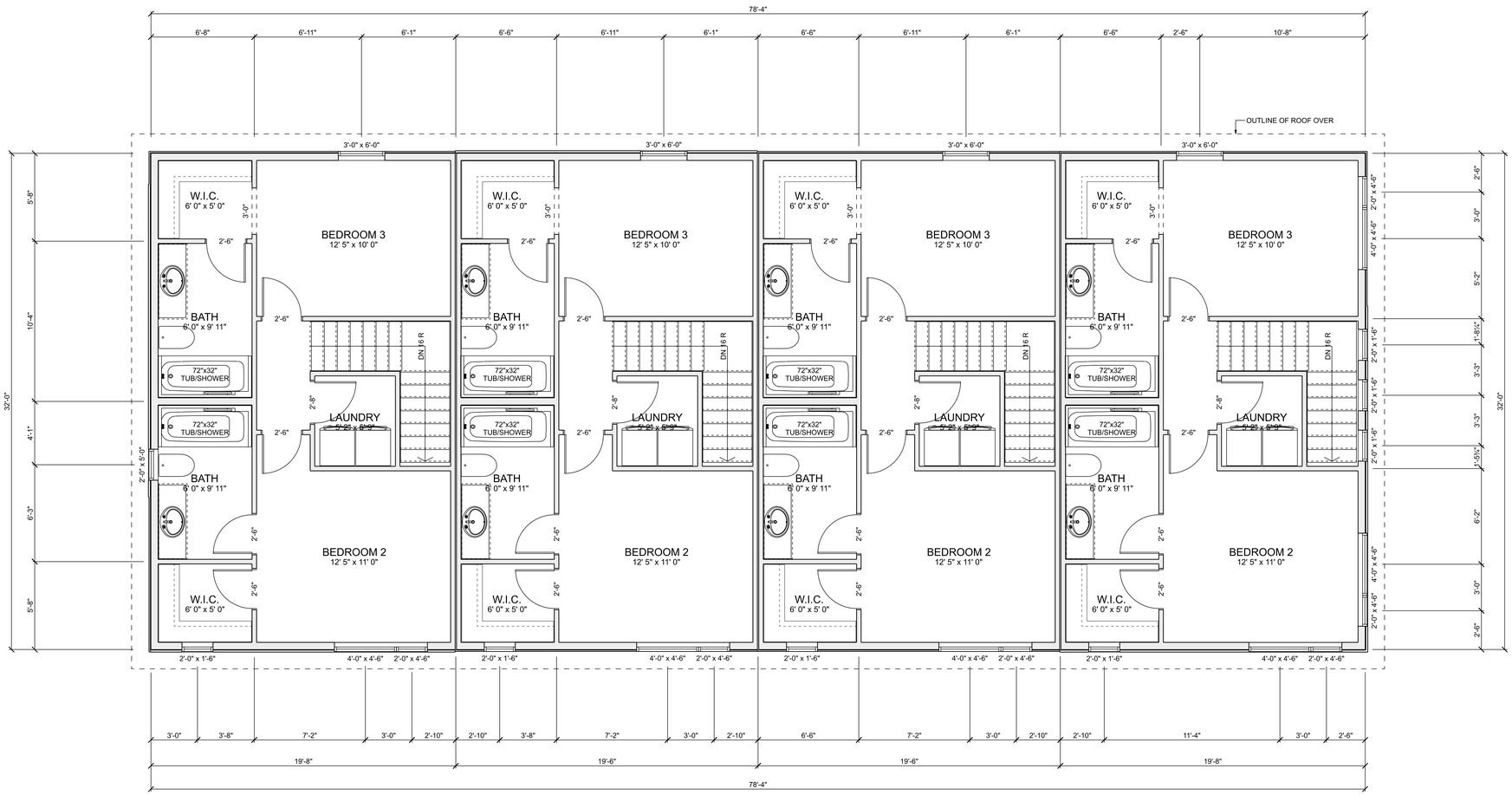

BUILDING A-UPPER FLOOR PLAN

SCALE: 1/4" = 1'-0"
TOTAL UPPER FLOOR AREA: 0.0 sq ft.

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Upper Floor Plan-Building A

HARMAN JOHAL
791/799 MARTIN STREET
PENTICTON, BC,

DESIGN BY: AJG
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Due to local codes, regulations and building practices and/or because of specific requirements, we do not include C.S.A. certified structural drawings as part of our construction of a building permit package. These drawings are not to be used as a guide for construction unless the builder has confirmed their suitability and of the structural integrity of the drawings with a qualified structural engineer. Additionally, Giroux Design Group is unable to accept any liability for the accuracy or overall integrity of these drawings
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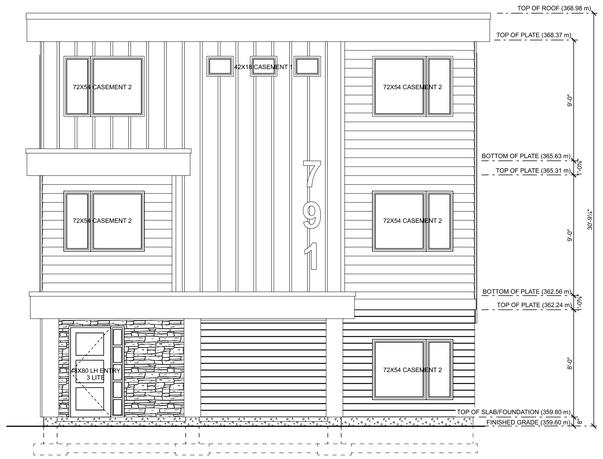
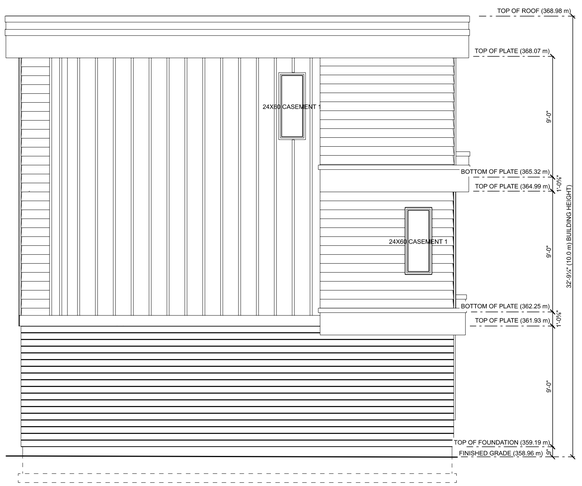
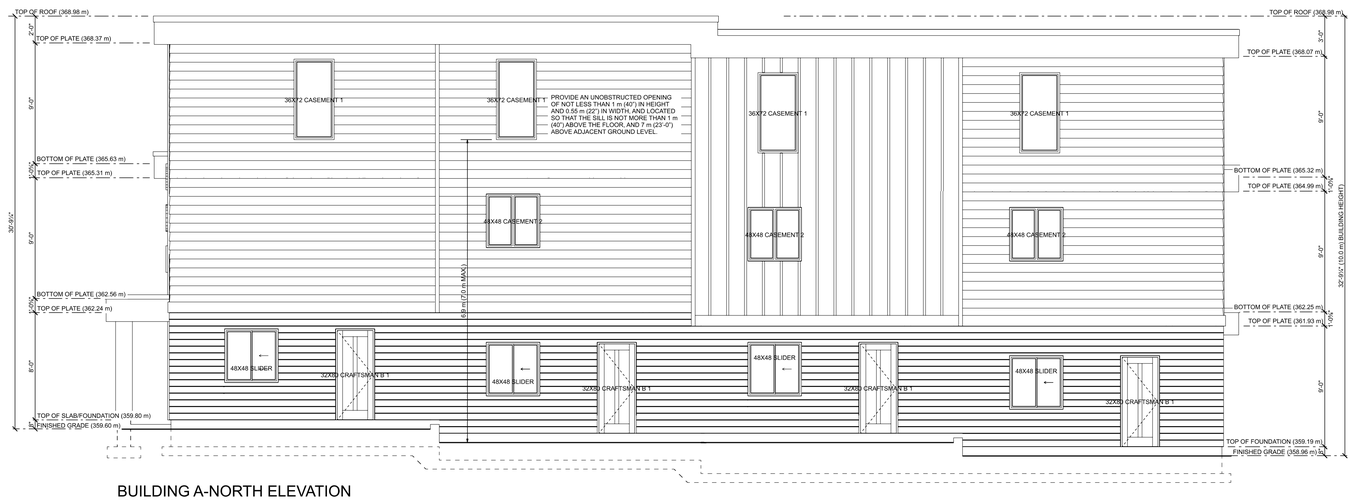


BUILDING A-WEST ELEVATION (FACING MARTIN ST.)
SCALE: 3/16" = 1'-0"

BUILDING A-SOUTH ELEVATION (FACING DRIVE AISLE AND BUILDING C)
SCALE: 3/16" = 1'-0"



BUILDING A-EAST ELEVATION (FACING BUILDING B)
SCALE: 3/16" = 1'-0"



BUILDING A-NORTH ELEVATION
SCALE: 3/16" = 1'-0"

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Exterior Elevations-Building A

HARMAN JOHAL
791/799 MARTIN STREET
PENTICTON, BC,

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DESIGN BY: AJG
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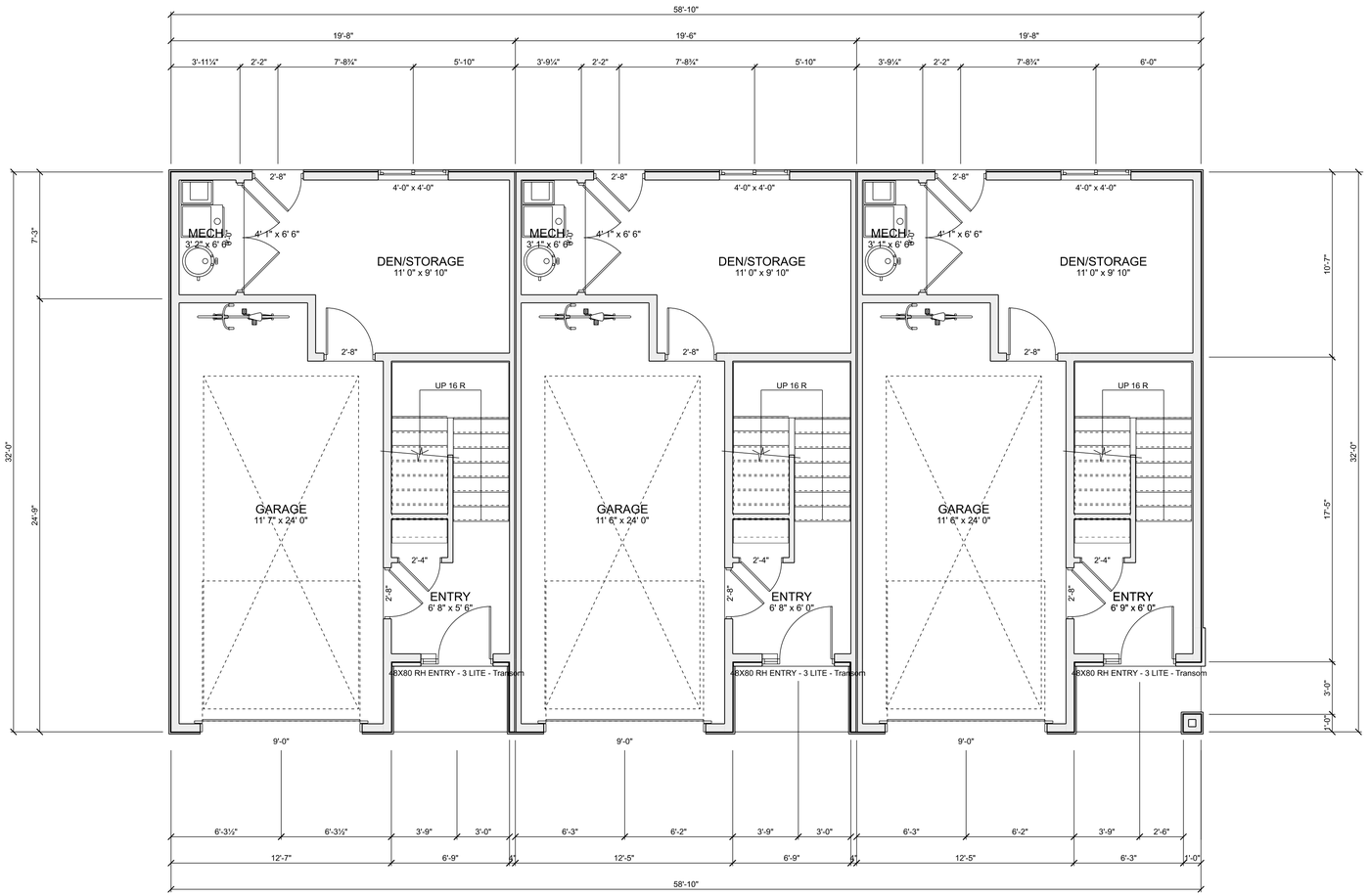

BUILDING B-LOWER FLOOR PLAN

SCALE: 1/4" = 1'-0"
TOTAL LOWER FLOOR AREA: 0.0 sq ft.
TOTAL GARAGE AREA: 978.7 sq ft.

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Lower Floor Plan-Building B

HARMAN JOHAL
791/799 MARTIN STREET
PENTICTON, BC,

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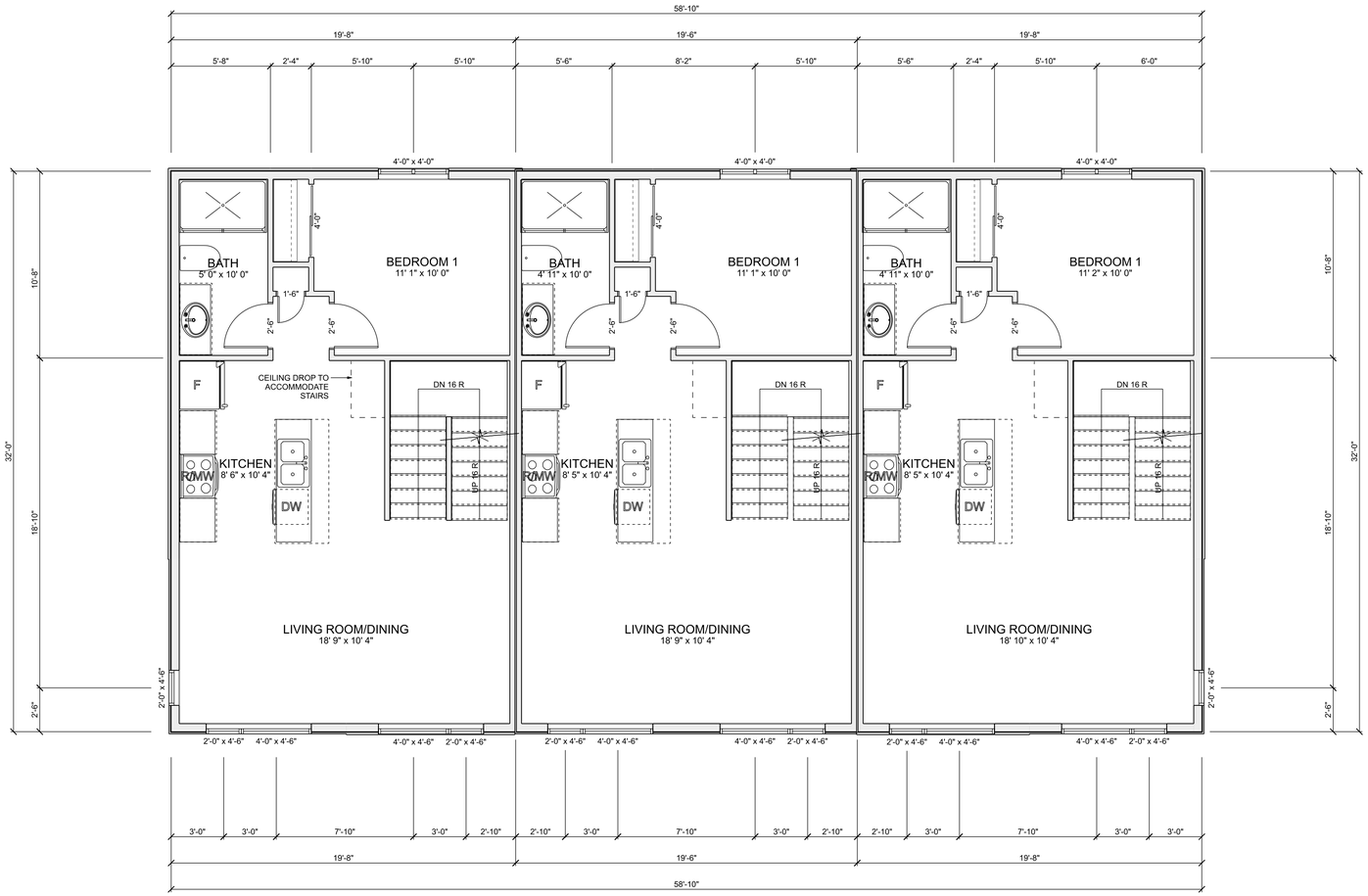

BUILDING B-MAIN FLOOR PLAN

SCALE: 1/4" = 1'-0"
TOTAL MAIN FLOOR AREA: 0.0 sq ft.

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Main Floor Plan-Building B

HARMAN JOHAL
791/799 MARTIN STREET
PENTICTON, BC,

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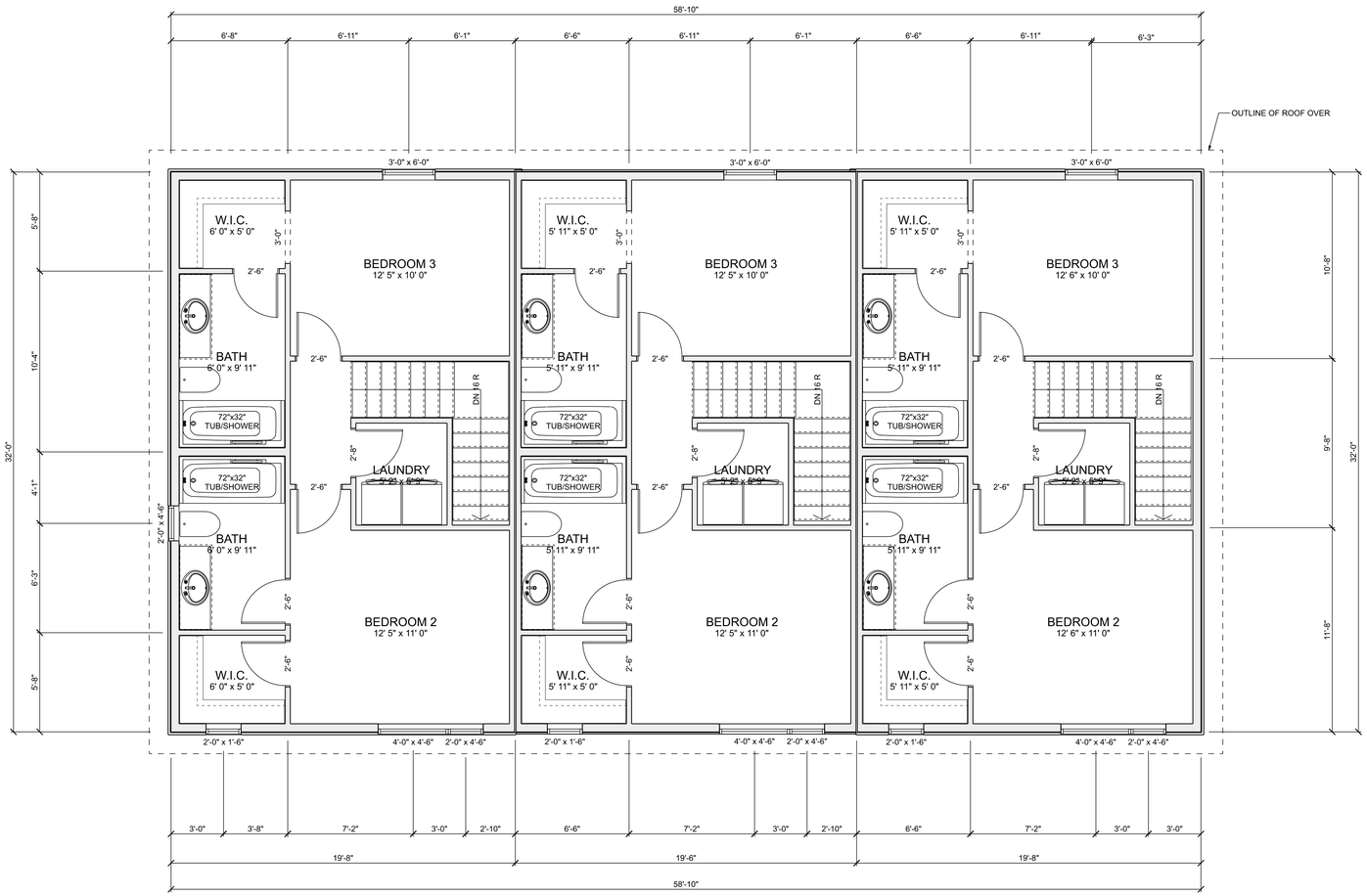

BUILDING D-UPPER FLOOR PLAN

SCALE: 1/4" = 1'-0"
TOTAL UPPER FLOOR AREA: 0.0 sq ft.

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Upper Floor Plan-Building B

HARMAN JOHAL
791/799 MARTIN STREET
PENTICTON, BC,

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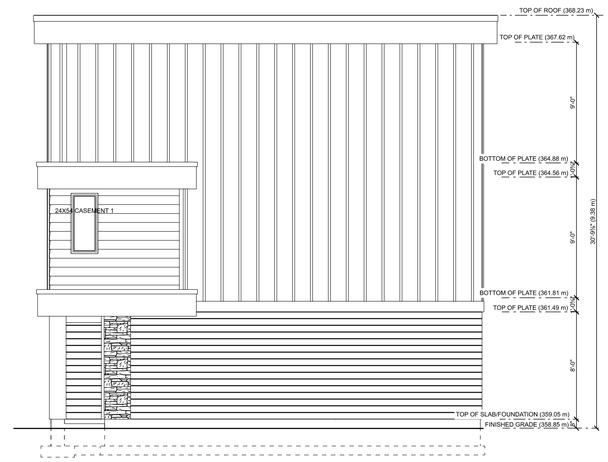
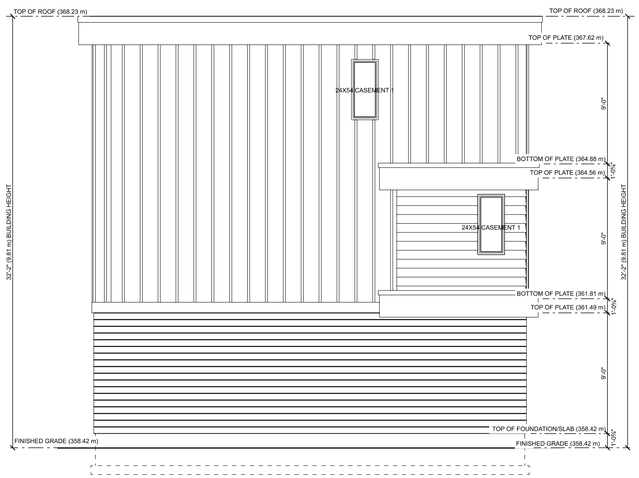
BUILDING B-SOUTH ELEVATION (FACING DRIVE AISLE AND BUILDING D)
SCALE: 3/16" = 1'-0"



BUILDING B-EAST ELEVATION (FACING BUILDING A)
SCALE: 3/16" = 1'-0"

BUILDING B-NORTH ELEVATION
SCALE: 3/16" = 1'-0"



BUILDING B-WEST ELEVATION
SCALE: 3/16" = 1'-0"

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Exterior Elevations-Building B

HARMAN JOHAL
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PENTICTON, BC,

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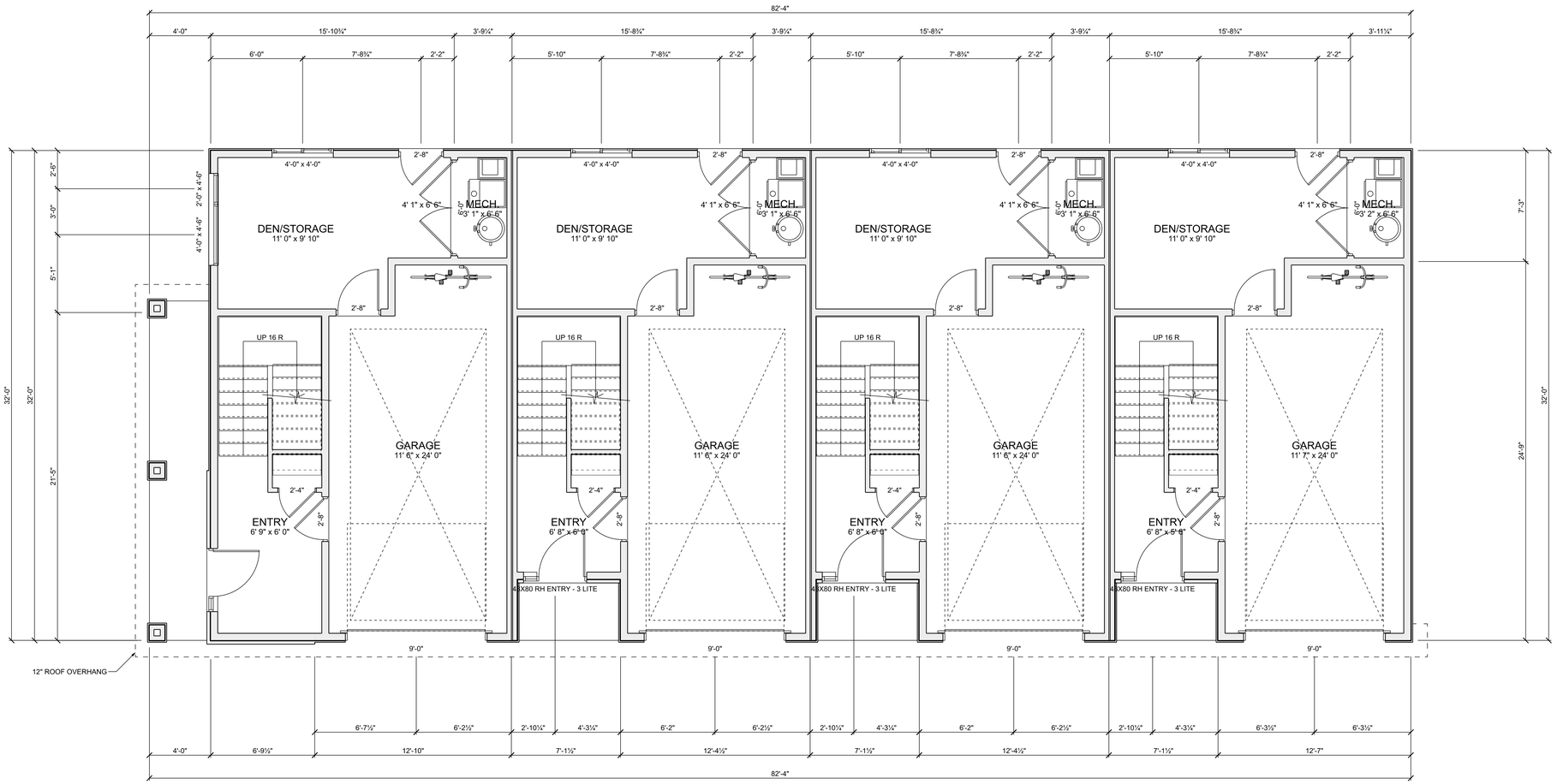

BUILDING C-LOWER FLOOR PLAN

SCALE: 1/4" = 1'-0"
TOTAL LOWER FLOOR AREA: 0.0 sq ft.
TOTAL GARAGE AREA: 1303.0 sq ft.

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Lower Floor Plan-Building C

HARMAN JOHAL
791/799 MARTIN STREET
PENTICTON, BC,

DESIGN BY: AJG
DRAWN BY: AJG
DATE: 2023-06-02
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Due to local codes, regulations and building practices and/or because of specific design choices, we do not warrant the suitability of the plans for your particular use. Construction of a building in all jurisdictions. Consequently, these drawings are not to be used as a guide for construction unless the builder has confirmed their suitability for use with the local authority having jurisdiction and has obtained all permits and approvals. Additionally, Giroux Design Group is unable to accept any liability for the accuracy or overall integrity of these drawings in excess of their original purchase price. Therefore, the builder and/or owner assumes all responsibility for the use of these drawings and assume responsibility for the same.

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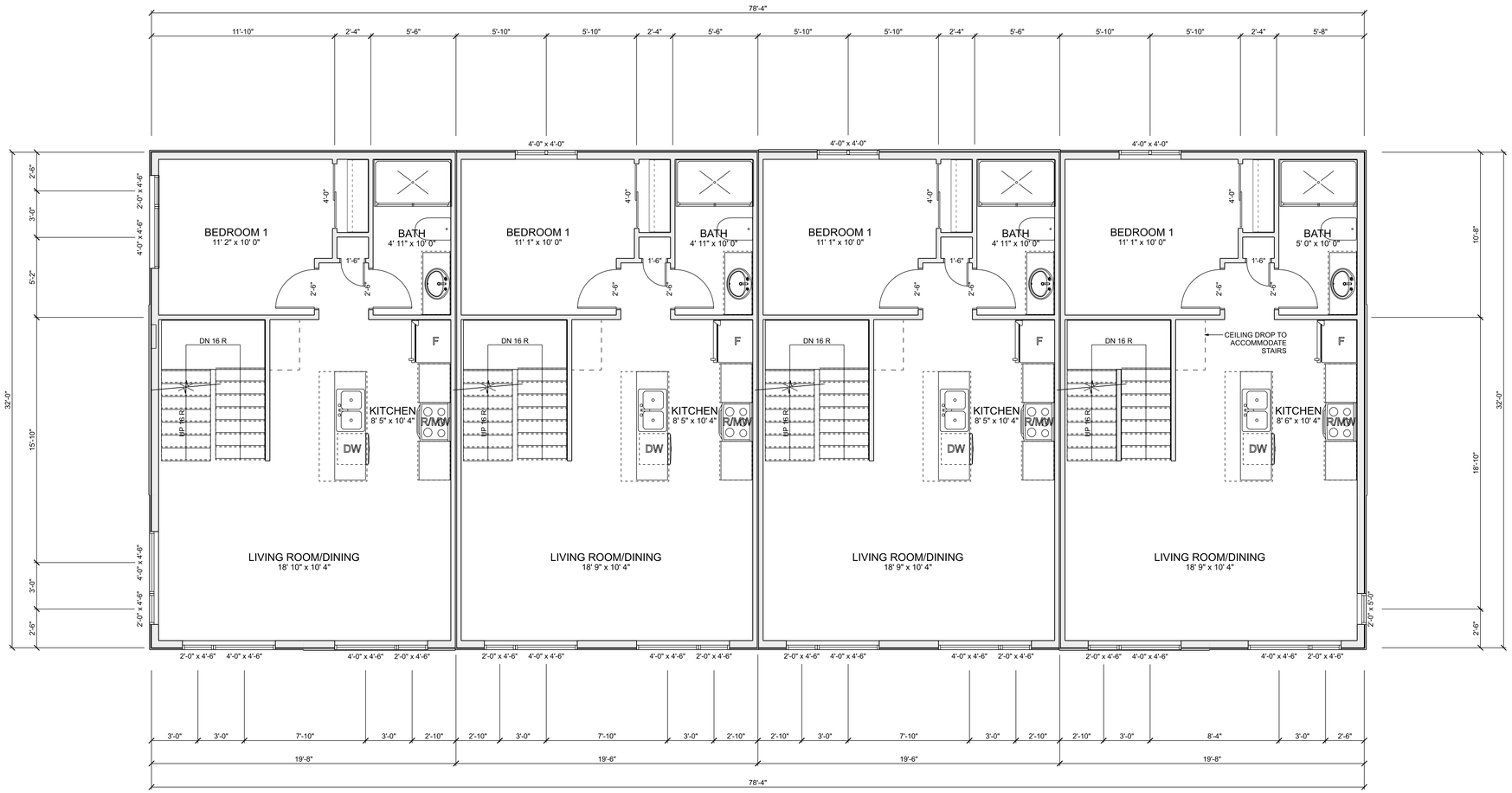

BUILDING C-MAIN FLOOR PLAN

SCALE: 1/4" = 1'-0"
TOTAL MAIN FLOOR AREA: 0.0 sq ft.

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Main Floor Plan-Building C

HARMAN JOHAL
791/799 MARTIN STREET
PENTICTON, BC,

DESIGN BY: AJG
DRAWN BY: AJG
DATE: 2023-06-02
REVISED:

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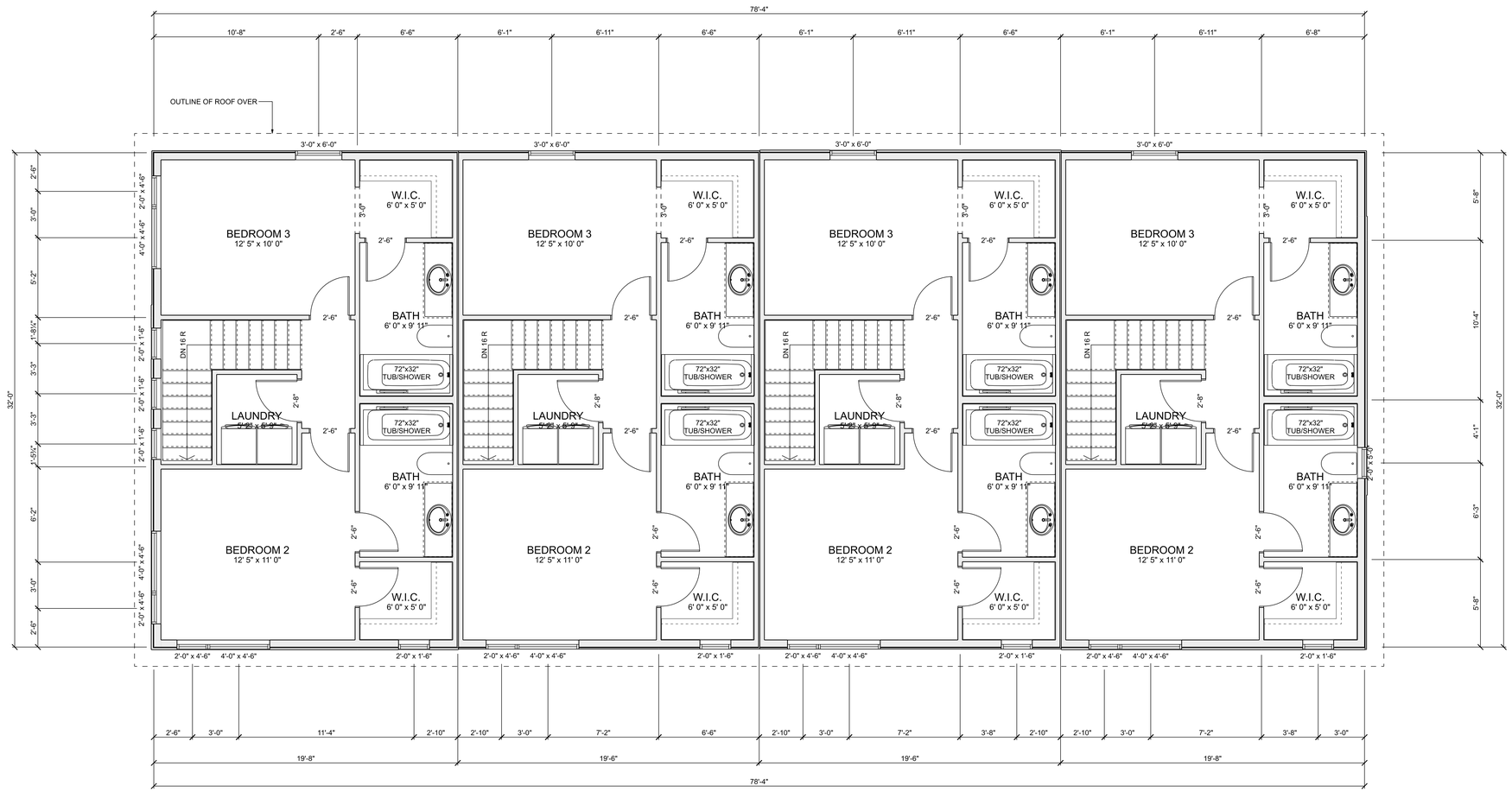

BUILDING C-UPPER FLOOR PLAN

SCALE: 1/4" = 1'-0"
TOTAL UPPER FLOOR AREA: 0.0 sq ft.

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Upper Floor Plan-Building C

HARMAN JOHAL
791/799 MARTIN STREET
PENTICTON, BC,

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DRAWN BY: AJG | REVISED:

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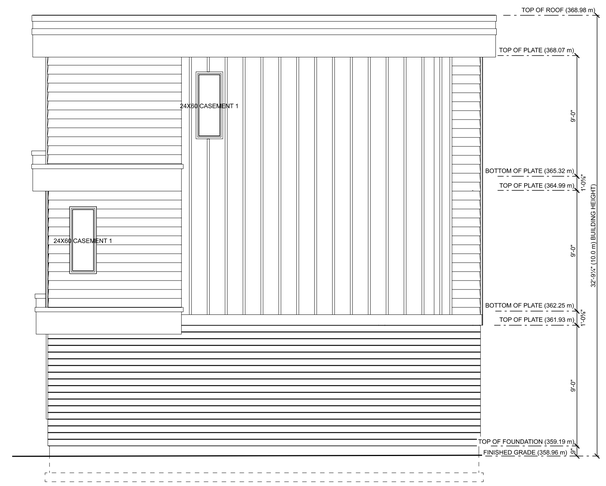
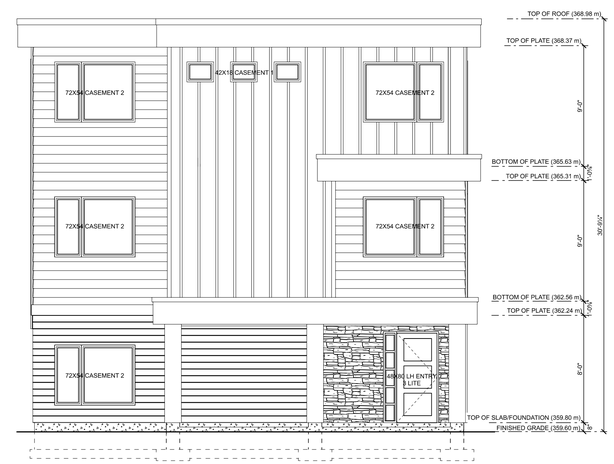
BUILDING C-NORTH ELEVATION (FACING DRIVE AISLE AND BUILDING A)
SCALE: 3/16" = 1'-0"



BUILDING C-EAST ELEVATION (FACING BUILDING D)
SCALE: 3/16" = 1'-0"

BUILDING C-SOUTH ELEVATION
SCALE: 3/16" = 1'-0"



BUILDING C-WEST ELEVATION (FACING MARTIN ST.)
SCALE: 3/16" = 1'-0"

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PENTICTON, BC,

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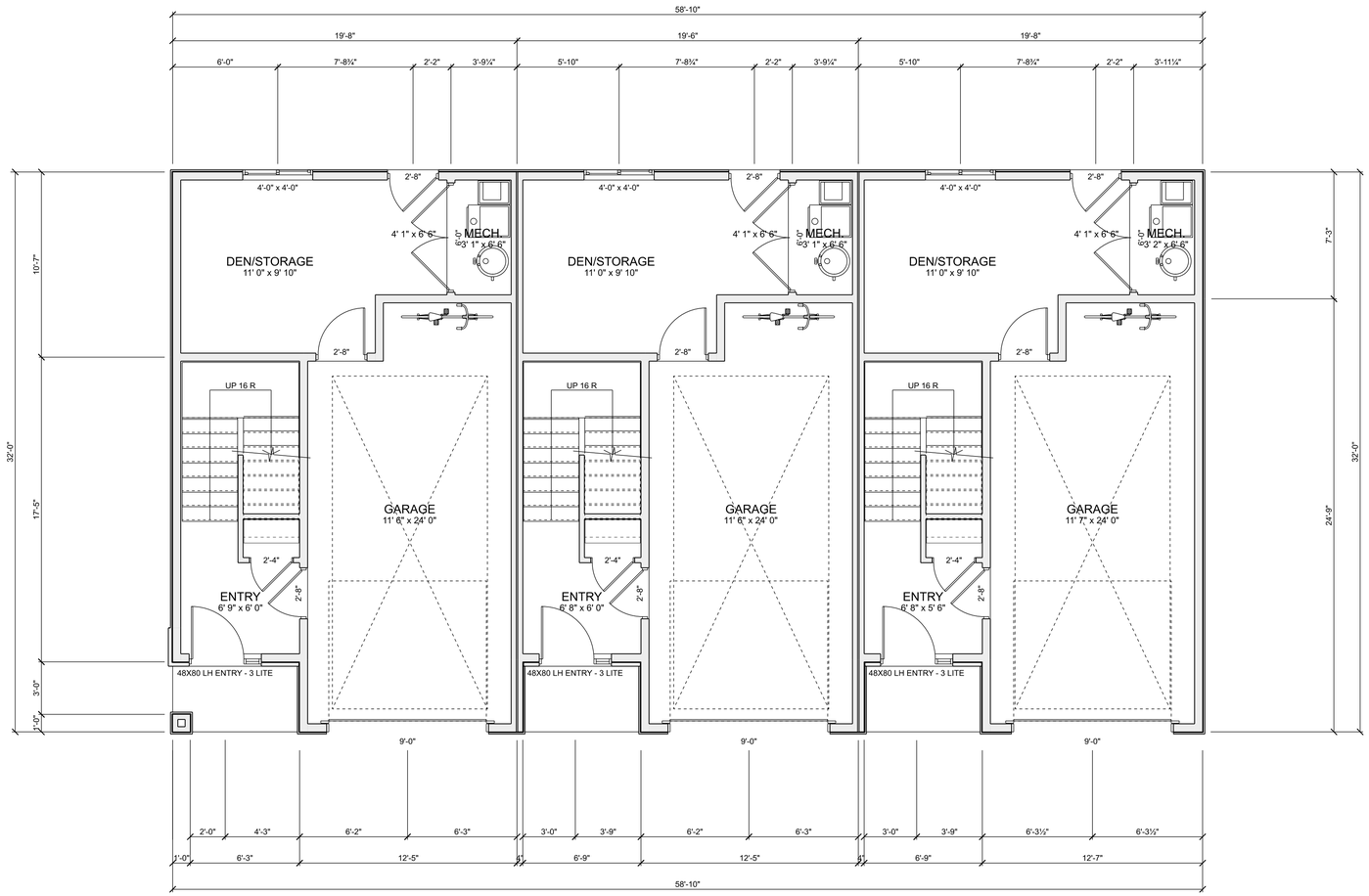
Exterior Elevations-Building C



BUILDING D-LOWER FLOOR PLAN

SCALE: 1/4" = 1'-0"
TOTAL LOWER FLOOR AREA: 0.0 sq ft.
TOTAL GARAGE AREA: 978.7 sq ft.

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Lower Floor Plan-Building D

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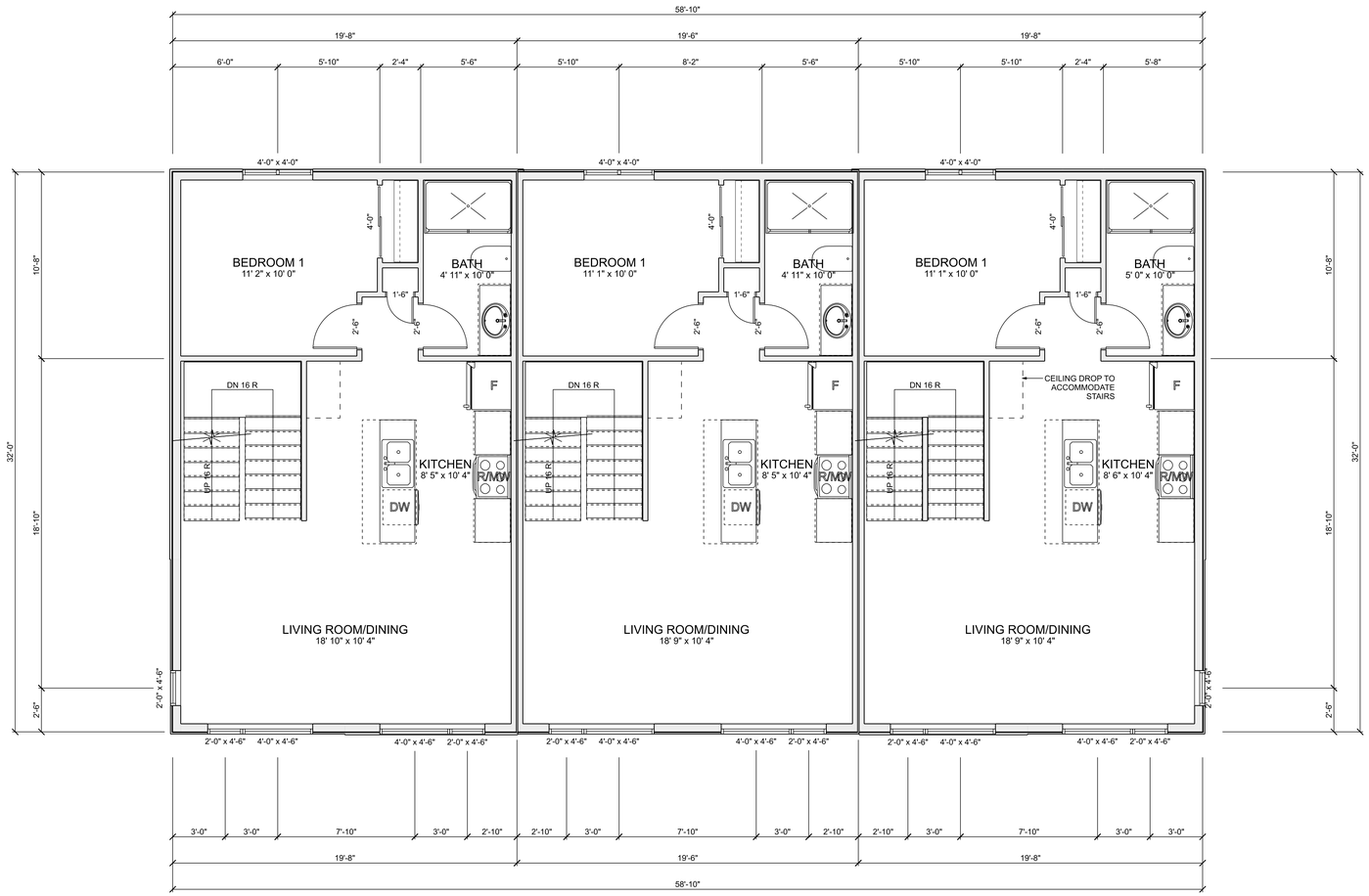

BUILDING D-MAIN FLOOR PLAN

SCALE: 1/4" = 1'-0"
TOTAL MAIN FLOOR AREA: 0.0 sq ft.

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Main Floor Plan-Building D

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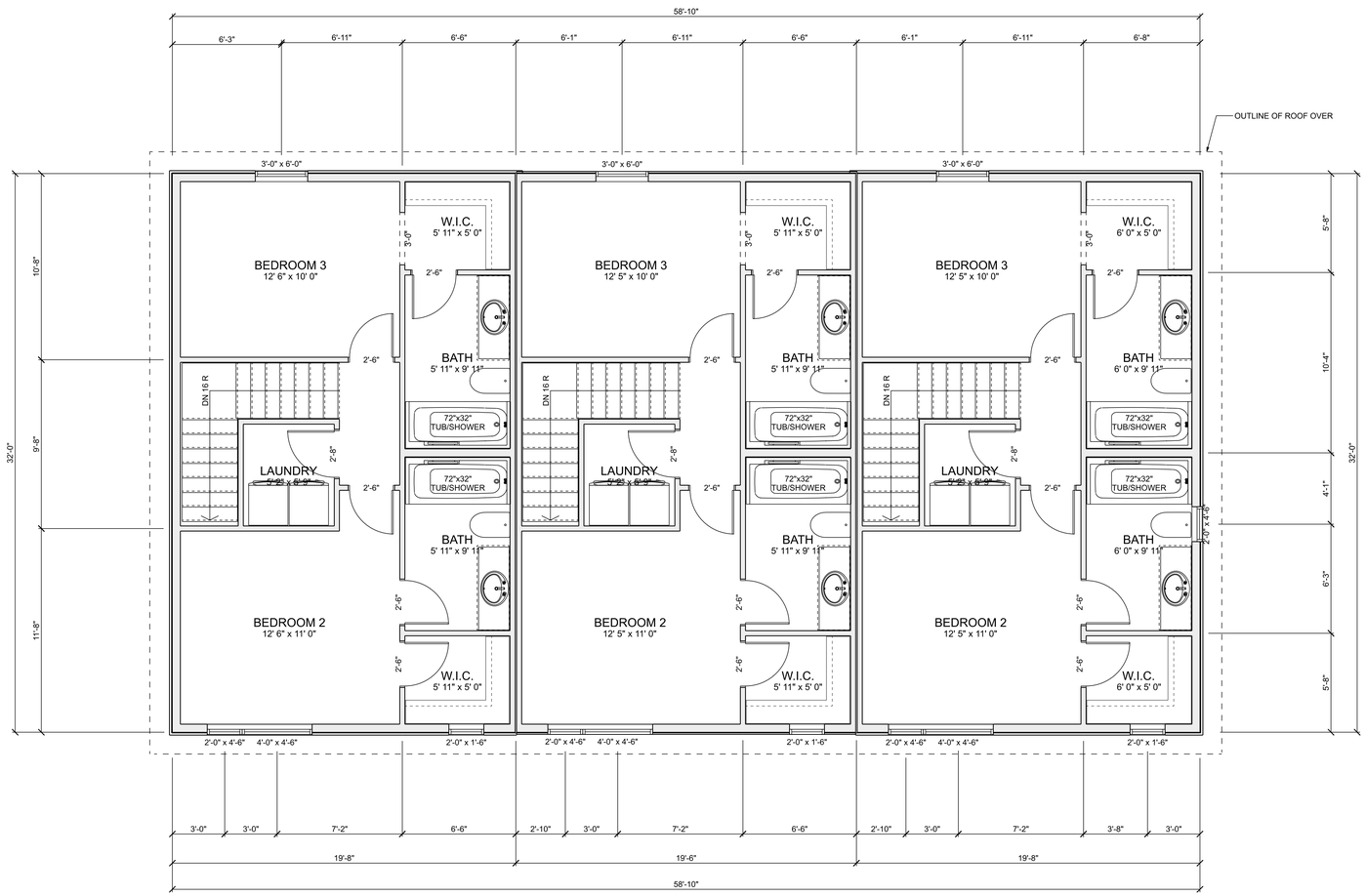

BUILDING D-UPPER FLOOR PLAN

SCALE: 1/4" = 1'-0"
TOTAL UPPER FLOOR AREA: 0.0 sq ft.

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Upper Floor Plan-Building D

HARMAN JOHAL
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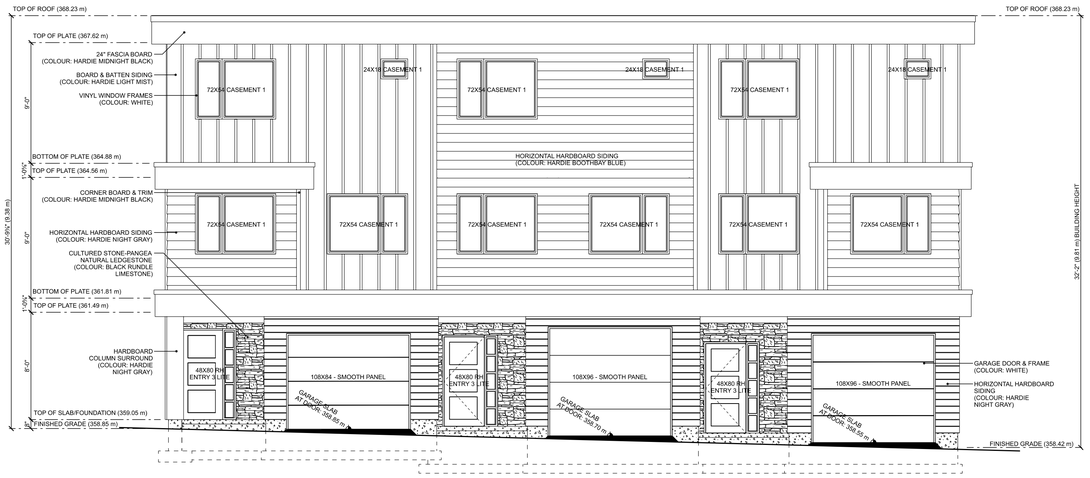
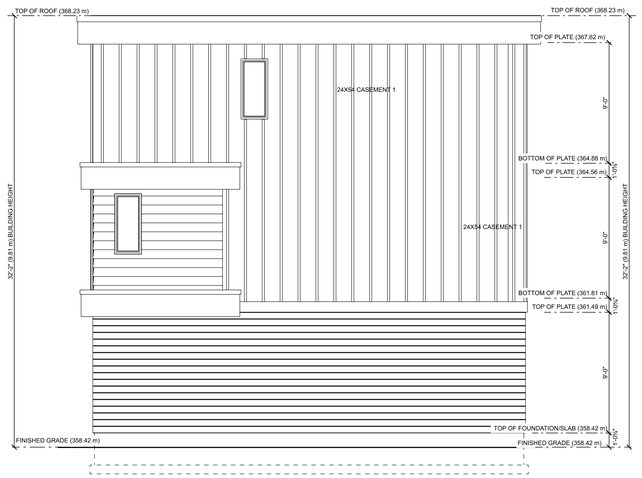
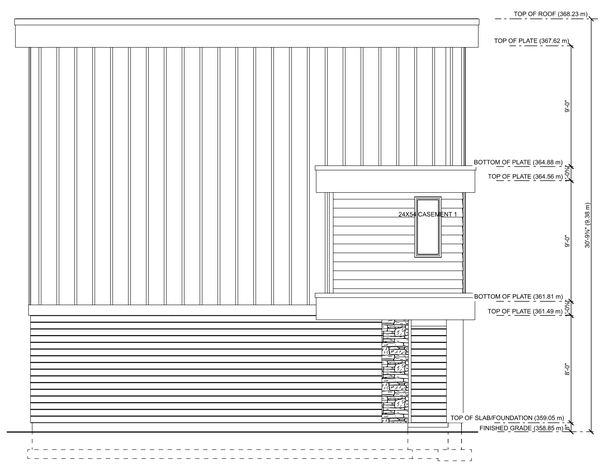


BUILDING D-NORTH ELEVATION (FACING DRIVE AISLE AND BUILDING B)
SCALE: 3/16" = 1'-0"



BUILDING D-WEST ELEVATION
SCALE: 3/16" = 1'-0"

BUILDING D-NORTH ELEVATION
SCALE: 3/16" = 1'-0"



BUILDING D-EAST ELEVATION (FACING BUILDING C)
SCALE: 3/16" = 1'-0"

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Exterior Elevations-Building D

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Council Report

penticton.ca

Date: June 20, 2023 File No: RMS/6480-20
To: Donny van Dyk, Chief Administrative Officer
From: Steven Collyer, Senior Planner
Subject: **UBCM Complete Communities Program**

Staff Recommendation

THAT Council direct staff to submit a grant application seeking $80,000 from the 2023 UBCM Complete Communities Program, to be used to hire a consultant to complete design options work associated with the Official Community Plan housing review;

AND THAT Council direct the Chief Financial Officer for the City of Penticton to sign and submit the application document on behalf of the City.

Strategic Priority Objective

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

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

Background

Complete Communities Program

The Complete Communities Program is a provincial grant opportunity for local governments and modern Treaty First Nations to advance community goals through the creation of more complete communities. The $10M fund is being administered by the Union of BC Municipalities (UBCM), with a maximum grant amount of $150,000 per successful community. The program supports communities to complete studies and plans to inform:

- land use decision-making, considering housing need, supply and location;
- transportation options including increased walkability; and
- infrastructure investment and servicing decisions.

A complete community is one where there is a diversity of suitable housing options for residents within close proximity of work, school, and amenities. Complete communities support growth through mixed use, infill development, with transportation options available while making an efficient use of infrastructure to

support people's daily needs. Every community has the opportunity to be more 'complete', especially as they grow and develop. The Ministry of Housing's *Complete Communities Guide* highlights how creating more complete communities can support a community's interrelated goals for housing, climate action, transportation, fiscal sustainability, servicing, and infrastructure. The guide demonstrates how different types of data can support evidence-based decision-making to improve housing diversity, transportation options, and other amenities considering efficient servicing and infrastructure costs. The Complete Communities Program grant opportunity supports local governments to complete that data gathering and analyzing work.

Eligibility

Eligible projects for this grant must cover at least three of four lenses identified by the Ministry of Housing's Complete Communities Guide: housing, transportation, daily needs, and infrastructure. The project must include a report that sets out key assessment findings, identifies strengths, opportunities, and challenges to increase community completeness, and includes an implementation plan setting out potential future actions.

Four 'lenses':
Housing
Transportation
Daily Needs
Infrastructure

This grant opportunity is for new activities or for a new phase of an existing project. Staff identified the future 'design options' phase of the OCP Housing Review project would be eligible for this grant.

OCP Housing Review – Design Options Work

The design options work is an upcoming step of the OCP Housing Review. The design options work involves a consultant working with staff and the OCP Housing Task Force to visualize different growth options and review existing design guidelines to inform efficient task force recommendations and Council decision-making about updated OCP policies and design guidelines. This work will include spatial analysis to understand where density is occurring in Penticton and in what forms it might occur in the future. The results will bring a visual element to OCP policies and guidelines while showing what different growth options might look like. The design options work consultant will have some direction from City staff and the OCP Housing Task Force about the locations in the city where more homes are envisioned and in what forms, based on housing need projections. The City does not have capacity to perform this 'design options' work in-house, therefore a consultant will assist at this stage of the project and staff are proposing to utilize the requested $80,000 from the Complete Communities Program grant for this purpose.

Financial Implication

Recently there have been many housing-related grant opportunities announced at both the provincial and federal level. If successful, staff propose this provincial grant be used towards some of the $150,000 cost already budgeted for the Official Community Plan Housing Review. During the 2023 budget deliberations, a commitment was made by staff to seek out all available grants to assist with the OCP update work. This is one of the opportunities being explored. The Complete Communities Program does not allow for retroactive reimbursement, so staff have set the grant request at $80,000, rather than the maximum $150,000, as the design options work represents a future phase of the review. Any grant money received for the OCP Housing Review would mean less of a direct cost incurred by the City to complete the work. No matching contributions are required for the grant application, however, the City has already committed funds for the OCP review, which should be looked upon favorably by the grant selection committee.

Analysis

Staff consider the upcoming design options work associated with the OCP Housing review is an eligible project for the Complete Communities Program grant, given that the design options work will support future recommendations and decision-making on any OCP updates.

Staff prepared and submitted the grant application for the UBCM Complete Communities Program prior to the June 16, 2023 deadline. Complete grant applications must include a Council resolution in support of the intended use of the grant, and an overall willingness for the City to manage the grant. UBCM recognizes that due to Council meeting timelines, the required Council resolution may follow shortly after the grant deadline.

With Council's support, staff will forward the resolution to UBCM as part of the city's Complete Communities Program grant application. If successful, staff will utilize the grant to offset costs of the overall OCP Housing Review work and coordinate meaningful design options work to help inform future decision-making about how changing growth patterns and housing policies could contribute to making Penticton an even more 'complete' community.

Attachments

Attachment A – Complete Communities 2023/24 Program & Application Guide

Respectfully submitted,

Steven Collyer, RPP, MCIP
Senior Planner

Concurrence

Director of Development Services	GM of Community Services	Director of Finance & Administration	Chief Administrative Officer
BL	SH	AMC	DvD

UBCM

Complete Communities

2023/24 Program & Application Guide

1. Introduction

The Complete Communities program supports local governments and modern Treaty First Nations in advancing identified community goals through the creation of more complete communities. The program supports communities in undertaking assessments to inform land use decision-making, considering housing need, supply, and location; providing transportation options including increased walkability; and making connections to infrastructure investment and servicing decisions.

The Complete Communities program aligns with commitments in the CleanBC Roadmap to 2030, the Province's plan to achieve its emissions reduction targets while building a cleaner economy that benefits everyone.

All local governments in BC are signatories to the Climate Action Charter and the program supports signatories in fulfilling their commitment to create more complete, compact, and energy efficient communities.

What is a 'complete community'?

Complete communities is a broad concept and can be defined in several different ways. For the purposes of the program, complete communities are communities – or areas within a community – which provide a diversity of housing to meet identified community needs and accommodate people at all stages of life, and provide a wider range of employment opportunities, amenities, and services within a 15-20 minute walk.

All communities have the potential to be more complete, regardless of their existing context and physical characteristics. In larger urban areas, creating more complete communities might focus on neighbourhoods within a municipality. In a small town, a town centre might form the main hub of daily needs, with most housing nearby. And in a regional district, complete communities could be the hubs that are part of a connected regional network.

Complete Communities Program

The intent of the Complete Communities program is to support local governments and modern Treaty First Nations to enhance their ability to make evidence-based land use planning decisions through assessments of their current community completeness; analysis and identification of strengths, opportunities, challenges and potential actions that align with identified community goals and support creating more complete communities; and an implementation plan.

To support alignment with the intent of the funding program, the Ministry of Housing *Complete Communities Guide* is available.

The Ministry of Housing has provided $10 million in funding and UBCM is administering the program.

BRITISH COLUMBIA

2. Eligible Applicants

All local governments (municipalities, regional districts, and the Islands Trust) and modern Treaty First Nations (as defined by the *Interpretation Act*) in BC are eligible to apply.

Eligible applicants can submit one application per intake, including regional applications or participation as a partnering applicant in a regional application.

3. Grant Maximum

The Complete Communities program can contribute a maximum of 100% of the cost of eligible activities to a maximum of $150,000.00.

In order to ensure transparency and accountability in the expenditure of public funds, all other financial contributions for eligible portions of the project must be declared and, depending on the total value, may decrease the value of the grant. This includes any other grant funding and any revenue that is generated from activities that are funded by the Complete Communities program.

4. Eligible Projects

To be eligible for funding, applicants must select a minimum of three of the four lenses identified in the Ministry of Housing's *Complete Communities Guide* to assess their community completeness:

- Housing
- Transportation
- Daily Needs
- Infrastructure

In addition, to qualify for funding, projects must:

- Produce a report that sets out: key assessment findings; identified strengths, opportunities, and challenges to increase community completeness; and an implementation plan that includes potential future actions.
- Include new activities or represent a new phase of an existing project (retroactive funding is not available).
- Be capable of completion by the applicant within one year of the date of grant approval.

Applicants must choose to apply as a single applicant (e.g., an individual local government as identified in Section 2) or as part of a regional project.

Regional Projects

Funding requests from two or more eligible applicants for regional projects may be submitted as a single application for eligible collaborative projects. In this case, the maximum funding available would be up to $150,000 in base funding plus up to an additional $50,000 for additional eligible applicants. It is expected that regional projects will demonstrate cost-efficiencies in the total grant request.

The total funding request for regional projects cannot exceed $500,000.

The primary applicant submitting the application for a regional project is required to submit a resolution as outlined in Section 7 of this guide. Each partnering applicant is required to submit a resolution that clearly states their approval for the primary applicant to apply for, receive, and manage the grant funding on their behalf.

5. Requirements for Funding

As part of the Approval Agreement, approved projects must meet the following requirements for funding:

- Any in-person activities, meetings, or events must meet public health orders or guidance.
- Activities must comply with all applicable privacy legislation under the *Freedom of Information and Protection of Privacy Act* in relation to the collection, use, or disclosure of personal information while conducting funded activities. Personal information is any recorded information about an identifiable individual other than their business contact information. This includes information that can be used to identify an individual through association or inference.

In addition, as part of both the development of the application package and the delivery of the approved project, local governments are encouraged to proactively engage with local First Nations and Indigenous organizations. Engagement by local governments both locally and regionally can help build relationships with First Nations, benefit both communities and enhance reconciliation. More information on engagement best practices is available here.

6. Eligible & Ineligible Costs & Activities

Eligible costs are direct costs that are approved for funding, properly and reasonably incurred, and paid by the applicant to carry out eligible activities. Eligible costs can only be incurred from the date of application submission until the final report is submitted.

Table 1 identifies examples of activities that are eligible for funding. Other activities that support the intent of the program may be considered for funding. Eligible activities must be cost-effective.

Table 1: Activities Eligible for Funding
1. Prepare (Ministry of Housing *Complete Communities Guide* - Phase 1)
• Review of community context and identified community goals that support complete communities. • Prepare scope of work (identification of team, resources, project goals, and engagement strategy, if applicable). • Data collection, compilation, and updates (e.g., spatial data/mapping/digitalization). Data may include, but is not limited to, that which supports measurement of the suggested indicators outlined in the Ministry of Housing *Complete Communities Guide*.
2. Assess (Ministry of Housing *Complete Communities Guide* – Phase 2)
• Spatial analysis of selected lenses (Housing, Transportation, Dailly Needs, and Infrastructure) individually and in relation to each other. • Assessment of strengths, opportunities, and challenges to becoming more complete. • Determine potential actions (e.g., extending cycling infrastructure, changes to zoning bylaw, complete street development). • Creation of scenarios to test potential actions. • Analysis of potential trade-offs for different potential actions and of how these actions may help achieve community goals.
3. Act (Ministry of Housing *Complete Communities Guide* – Phase 3)
• Development of implementation plan, based on identified actions.

Additional Eligible Costs & Activities

In addition to the activities identified in Table 1, the following expenditures are also eligible provided they relate directly to eligible activities:

- Incremental applicant staff and administration costs (e.g., creating a new position or adding new responsibilities to an existing position).
- Consultant/contractor costs. Please note: if you intend to hire a qualified professional to support proposed activities, professional consultant rates will only be considered for activities that represent respective professions. For other activities (e.g., planning events) consultant rates are expected to be commensurate with the type of activity being undertaken.
- Engagement with experts (e.g., knowledge keepers, health authorities), the community (e.g., equity-denied populations), Indigenous Nations, other local governments, or modern Treaty First Nations, etc.
- Honoraria for cultural leaders, Elders, Indigenous knowledge keepers, and/or cultural keepers when they are scheduled to speak, present, or teach. Note: these honoraria should reflect the role of Indigenous Peoples as subject matter experts and be equitable to consultant rates.
- Honoraria for equity-denied populations or service organizations that support equity-denied populations.
- Spatial/visual outputs to support decision-making (i.e., comparative growth and infrastructure costing over different time horizons).
- Translation costs and the development of culturally appropriate materials.
- Public engagement or workshops including preparation and events.

Ineligible Costs & Activities

The following expenditures are not eligible for funding:

- Implementation of recommended actions.
- Monitoring and associated reporting on implemented actions.
- Development or update of feasibility studies.
- Routine or ongoing operating costs or activities (e.g., heating, cooling and lighting costs; security; software or service subscriptions or membership fees).
- Routine or ongoing planning costs or planning activities (e.g., costs related to bylaw adoption).
- Legal, audit, or interest fees or fees to incorporate a society.
- Fundraising, lobbying, or sponsorship campaigns.
- Purchase of promotional items, door/raffle prizes, give-away items, and/or gifts for community members.
- Data that is already available at no cost, including data provided by the BC Proximity Measures Database and by the Province to support the completion of Housing Needs Reports.

7. Application Requirements & Process

Application Deadline

Funding permitting, two application deadlines are scheduled: June 16, 2023 and January 12, 2024. Applicants will be advised of the status of their applications within 90 days of the application deadline.

Required Application Contents

All applicants are required to submit an electronic copy of the complete application, including:

- Completed Application Form with all required attachments.
- Detailed budget that indicates the proposed expenditures from the Complete Communities program and other sources (if applicable) and that aligns with the proposed activities outlined in the application form. Although additional funding or support is not required, any other grant funding or in-kind contributions must be identified.
- Council, Board, Local Trust Committee or modern Treaty First Nation resolution, indicating support for the current proposed activities and willingness to provide overall grant management.
- For regional projects: Council, Board, Local Trust Committee, modern Treaty First Nation resolution from each partnering applicant that clearly states approval for the primary applicant to apply for, receive, and manage the grant funding on their behalf.

Resolutions from partnering applicants must include the language above.

Submission of Applications

Applications should be submitted as Word, Excel or PDF files. Total file size for email attachments cannot exceed 20 MB.

All applications should be submitted to:

Local Government Program Services, Union of BC Municipalities

E-mail: lgps@ubcm.ca

Review of Applications

UBCM will perform a preliminary review of all applications to ensure the required application contents have been submitted and to ensure that eligibility criteria have been met.

Following this, the Evaluation Committee will assess and score all eligible applications. Higher scores will be given to applications that:

- Demonstrate alignment with the intent of the Complete Communities program;
- Demonstrate evidence of engagement with First Nations and/or Indigenous organizations in advance of submitting the application and as part of the proposed project (e.g., collaborative planning tables; incorporating First Nation values and perspectives in proposed activities; existing outreach, plans, engagement reports or processes; including First Nation engagement costs in the budget; completion of Indigenous Cultural Safety and Cultural Humility Training);
- Effectively engage with neighbouring jurisdictions, and other impacted or affected parties as appropriate to the project;
- Demonstrate how the Complete Communities program supports or will be used to inform community goals (specifically, but not exclusively, related to housing, climate action, transportation, and fiscal sustainability), corporate plans (e.g., OCP updates, zoning bylaw updates, housing plans, climate action plans or transportation plans); and
- Demonstrate cost-effectiveness.

Point values and weighting will be established within each of these scoring criteria. Only those applications that meet a minimum threshold point value will be considered for funding. The Evaluation Committee will consider the population and provincial, regional, and urban/rural distribution of proposed projects. Recommendations will be made on a provincial priority basis. All funding decisions will be made by UBCM.

All application materials will be shared with the Province of BC.

8. Grant Management & Applicant Responsibilities

Grants are awarded to eligible applicants only and, as such, the applicant is responsible for completion of the project as approved and for meeting reporting requirements.

Applicants are also responsible for proper fiscal management, including maintaining acceptable accounting records for the project. UBCM reserves the right to audit these records.

Notice of Funding Decision & Payments

All applicants will receive written notice of funding decisions. Approved applicants will receive an Approval Agreement, which will include the terms and conditions of any grant that is awarded, and that is required to be signed and returned to UBCM.

Grants are awarded in two payments: 50% at the approval of the project and when the signed Approval Agreement has been returned to UBCM and 50% when the project is complete and UBCM has received and approved the required final report and a financial summary.

Please note that in cases where revisions are required to an application, or an application has been approved in principle only, the applicant has 30 days from the date of the written notice of the status of the application to complete the application requirements. Applications that are not completed within 30 days may be closed.

Progress Payments

To request a progress payment, approved applicants are required to submit:

- Description of activities completed to date;
- Description of funds expended to date; and
- Written rationale for receiving a progress payment.

Changes to Approved Projects (Amendment Requests)

Approved grants are specific to the project as identified in the approved application, and grant funds are not transferable to other projects. Generally speaking, this means funds cannot be transferred to an activity that was not included in the approved application or to a new or expanded location.

Approval from UBCM and/or the Evaluation Committee will be required for any variation from the approved project. Depending on the complexity of the proposed amendment, requests may take up to 90 days to review. To propose changes to an approved project, approved applicants are required to submit:

- Amended application package, including updated, signed application form, required attachments, and an updated resolution or motion.
- For regional projects only, evidence of support from partnering applicants for proposed amendments will be required.
- Written rationale for proposed changes to activities and/or expenditures.

Applicants are responsible for any costs above the approved grant unless a revised application is submitted and approved prior to work being undertaken.

Extensions to Project End Date

All approved activities are required to be completed within the time frame identified in the Approval Agreement and all extensions beyond this date must be requested in writing and be approved by UBCM.

The Interim Report Form will be required to be submitted for all extension requests over 6 months. Extensions will not exceed one year from the date of the original final report deadline.

9. Interim and Final Report Requirements and Process

All funded activities must be completed within one year of notification of funding approval and the final report is due within 30 days of project completion.

Interim Reports

The Interim Report Form will be required to be submitted in support of any extension requests over six months (see above).

Final Reports

Applicants are required to submit an electronic copy of the complete final report, including the following:

- Completed Final Report Form with all required attachments.
- Copy of the completed Complete Communities report that includes key assessment findings; identified strengths, opportunities, and challenges to increase community completeness; and an implementation plan that includes potential future actions.
- Detailed financial summary that indicates the actual expenditures from the Complete Communities Program funding and other sources (if applicable) and that aligns with the actual activities outlined in the final report form.
- Copies, excerpts and/or links to all materials produced with grant funding.
- Photos or media related to the funded project.

Submission of Final Reports

Final reports should be submitted as Word, Excel or PDF files. Total file size for email attachments cannot exceed 20 MB.

All final reports should be submitted to:

Local Government Program Services, Union of BC Municipalities

E-mail: lgps@ubcm.ca

Review of Final Reports

UBCM will perform a preliminary review of all final reports to ensure the required report elements have been submitted.

All final report materials will be shared with the Province of BC.

10. Additional Information

For enquiries about the application process or general questions regarding the program, please contact UBCM at lgps@ubcm.ca or 604-270-8226, extension 220.

Council Report

penticton.ca

Date: June 20, 2023 File No: 0810-20
To: Donny van Dyk, Chief Administrative Officer
From: Anthony Haddad, General Manager of Community Services
Subject: **Community Centre – Facility Update & Maintenance Schedule**

Staff Recommendation

THAT Council receive into the record the report dated June 20, 2023 titled "Community Centre – Facility Update & Maintenance Schedule";

AND THAT Council approves a transfer from the Asset Emergency Reserve, up to a maximum of the reserve balance of $4.1M, to fund the Community Centre facility condition improvements and required upgrades.

Background

As part of the implementation of the 2022 Asset and Amenity Management Plan (AAMP), staff within the City's Facilities Management department have commenced a detailed review across all facilities. Assessments undertaken seek to identify both immediate and long term needs to extend the life of our assets, to ensure we can continue to provide high quality services for our community and user groups.

As clearly outlined in the AAMP, capital investment and ongoing maintenance levels require a considerable increase over and above past practices. Over the past couple of years' staff have actively looked at how improvements can be made in the operations and maintenance of our facilities and brought forward budget requests to do so. With this review comes improved oversight and management of the City's facilities, to ensure their long term sustainability for our community.

In April 2023, Facilities staff undertook a review of the Community Centre mechanical room and in consultation with technical experts identified a number of high and medium priority items requiring attention and repair. These included:

- Upgrades to the HVAC system (safety improvements required)
- Replacement of pipework and hangers (safety improvements required)
- Replacement of electrical components (safety improvements required)
- Repair to existing floor hatches (safety improvements required)
- Investigation and remediation of leaking and water ingress

The Community Centre pools have had a number of historical issues going back to their original construction and while some of these issues may be attributed towards the original construction, the lower

than required annual maintenance and capital investment undertaken since it's opening has also been a contributing factor towards some of these issues arising as part of the recent review.

Staff are now requesting that these works be undertaken as part of the upcoming annual pool closure and that staff also take the opportunity to undertake a more detailed structural analysis of the condition of the existing pools to ensure that any required maintenance or upgrades be undertaken as efficiently as possible. Given the urgency of making these changes, staff are seeking Council approval to authorize funding from the City's Asset Emergency Reserve.

Community Centre Review & Findings

The assessment completed heighted the following improvements required to ensure the long term sustainability of the facility. These have been broken down into Infrastructure Upgrades and Structural Assessment:

The following ***infrastructure upgrades*** have been identified for investment and total approximately $600,000, all of which have been identified as a high or medium priority to be completed.

- Mechanical / HVAC
    - Engage consultant to complete a review and scope of work document for required HVAC upgrades to provide proper ventilation including implementation of a heat recovery ventilator system
    - Execution of required HVAC upgrades
    - Proper ventilation of sealed storage cabinets
    - Air rebalancing of ventilation system post repairs
- Plumbing & Piping Modifications
    - Replace pipe with pinhole leak
    - Remove and replace all corroded pipe hangers and piping
- Electrical Modifications
    - Replace visibly corroded grounding cables
    - Replace panel boards
- Other Required Repairs
    - Replacement of mechanical room hatch
    - Installation of new hatch door on sump pit
    - Sealing of concrete to prevent leaks and seepage

A ***structural assessment*** will also be undertaken during the pool closure, the costs to undertake the review are approximately $50,000. This work is required to look into historical water loss and take advantage of the extended closure to move forward with any recommended remedies and actions. Depending on the findings and solutions proposed to fix any issues identified, this cost will increase and upon the completion of the assessment and identification of resolution, staff will provide further updates at that time.

- Structural Review
    - Engage a structural engineer to perform integrity testing of the pool facilities
    - Radar penetration scan on the concrete elements of the pool design

Maintenance Schedule & Pool Closure

In order to undertake these works identified above, the regularly scheduled annual pool maintenance closure will require an extended period for the works to be completed. Depending upon the results of the scanning work to be completed, additional closure time may be required. The timeline is outlined below for the closure and works to be completed, including the infrastructure / maintenance upgrades.

- **August 12** – Pool Shut Down ***(Regularly scheduled & advertised time)***
- **August 14-21** – Draining of all three pools
- **August 21** – Pool base membrane leak test
- **August 28 – 31** – Scanning
- **September 7** – Report back from scan ***(Extended closure)***
- **September 11** – (assuming no issues requiring immediate attention), regular shutdown maintenance occurs
- **October 2** – Pool Re-opens
  *(**October 2** date may need to be adjusted based on findings of scan / pipe assessment)*

Financial Implication

The initial infrastructure upgrades required to be undertaken are estimated at approximately $600,000 and the structural review at approximately $50,000. With the potential for this to increase based on the findings of the structural review, staff are recommending that Council authorize staff to utilize the funds in the Asset Emergency Reserve up to it's maximum of $4.1M. Should additional funds be required, staff will provide additional details and information to Council.

Analysis

The Community Centre is one of the City's largest public assets and the investment in its long term sustainable operation is a priority for the community. Recognizing the complexity of running such facilities and the investment required to undertake the works being proposed, staff are recommending that Council support this work.

Staff have consulted with staff and user groups and are all aware of the challenges resulting from an extended closure. Ongoing dialogue with regards to timelines and operations will continue as the closure takes place and the results of the maintenance work and structural analysis are completed.

Anthony Haddad
General Manager, Community Services

Concurrence

Director of Finance and Administration	Chief Administrative Officer
AMC	DvD

Council Report

penticton.ca

Date: June 20, 2023 File No: 4320-80
To: Donny van Dyk, Chief Administrative Officer
From: Sheri Raposo, Land Administrator
Address: City parking lot – 907 Creston Avenue

Subject: **License to Use Agreement for Mundi 4 Points Enterprises Inc.**

Staff Recommendation

THAT Council approve the 3-year License to Use Agreement, which includes two (2) additional renewal terms, with Mundi 4 Points Enterprises Inc. for the use of the nine (9), dedicated parking spaces in the City parking lot located at 907 Creston Avenue for the purpose of hotel guest parking of the Four Points by Sheraton Penticton;

AND THAT Council authorize Mayor and Corporate Officer to execute the License to Use Agreement and the two (2) additional License to Use Agreements for the renewal terms.

Strategic Priority Objective

Vision: A vibrant, innovative, healthy waterfront city focused on sustainability, community and economic opportunity.

Background

The subject property is the City owned parking lot located at the corner of Alberni Street and Vernon Avenue adjacent to 903 Vernon Avenue and the Four Points by Sheraton Penticton Hotel. The parking lot serves primarily as overflow parking for the SOEC complex.

The original development application for this project had the hotel room capacity at 105 rooms, along with the restaurant, which required a total of 76 parking spaces, all of which were provided on-site. The hotel recently has submitted plans to the Planning Department to increase the room count from 105 to 121 (Attachment A). Based on the new 121 room capacity of the hotel plus the attached restaurant, the total number of required parking spaces is now 85. The total available spaces for parking within the hotel property at 903 Vernon Avenue is 76 spaces.

The property is currently zoned CT1 (Tourist Commercial) and has site-specific zoning in place with several regulations specific to the subject property. The site-specific zoning was put in place in 2005, and applied to the properties at 903, 954, 976 Vernon Ave and 910, 930, 938, 950 Westminster Ave W to support a hotel

development that ultimately did not proceed. The site-specific regulations include increased height and other regulations making this property unique from other CT1 zoned lands.

The site-specific regulations include specific parking requirements for the hotel under development. The regulations require 0.66 parking spaces per room for tourist accommodation (hotel) and 1 seat per 50m^2 of floor area for the restaurant. Therefore, the proposal is required the following parking spaces:

- Hotel: 0.66 spaces per room x 121 rooms = 79 spaces
- Restaurant: 1 space per 50m^2 floor area / 332.95m^2 floor area (restaurant) = 6 spaces
- Total required: 85 spaces
- Total provided: 76 spaces onsite; 9 spaces proposed at 907 Creston Ave

The Hotel has requested to utilize the City lot parking to the south of their property to accommodate the additional 9 required parking spaces. This will be accommodated through a License to Use Agreement (Attachment B). The proposed location of the 9 parking spaces is shown in Attachment C to this report.

Figure 1 - 907 Creston Ave and 903 Vernon Ave Location

Discussion

The revised development application has been submitted to the Development Services department for review. The Development permit is staff issuable and does not require Council approval, should the license to use agreement be supported.

The subject development is located within the North Gateway Redevelopment and Investment Strategy area, which provides for the long term policy direction for the future of this area. The increased residential, commercial and hotel densities proposed seek to create a more walkable, vibrant and actively focused entertainment and livable environment for our community. Policy direction within the Strategy looks to make efficient use of lands within the area and take advantage of share use opportunities for a range of future uses, including parking spaces.

Section 5.6.4 of the *North Gateway Redevelopment and Investment Strategy* speaks specifically to shared parking opportunities as follows:

> *To support sustainable transportation solutions within the area, a shared parking approach will be considered as part of the introduction of new facilities and uses to the North Gateway. In recognition of the varied use times for the facilities, the lack of available land to provide large areas of surface parking, and the goal of creating a more sustainable transportation model in the area, parking reductions will be considered as new facilities occur in association with the investment in transit and active transportation solutions.*

From a practical perspective it is also important to look at the utilization of the existing parking spaces around the SOEC complex and the occupancy levels of the new hotel. During the summer months, where peak occupancy of the hotel would exist, the utilization of the wide array of public parking is lower (July and

August). During the shoulder season, where the SOEC and PTCC look to increase economic activity and resultant use of the public parking spaces, the occupancy levels of the hotel are lower. While there may be some conflict in use of the space, staff believe that it will be minimal, especially with the 9 spaces being considered. Over time continued investment in active transportation and transit will contribute to enhancing access to the area for all users. The location of the spaces can be reviewed at the time the LTU comes for renewal.

Financial implication

The current amended Fees and Charges Bylaw No. 2014-07 Appendix 18 - Parking establishes a monthly fee of $51.00 a month for unreserved parking spaces. Therefore the annual rate of the license is established as 9 parking spaces x $51 = $459.00/month x 12 = $5,508.00 annual fee. This amount will be adjusted annually to reflect any changes to the amended Fees & Charges Bylaw. The 9 parking spaces in this instance will be reserved for the hotel.

The Licensee will be responsible for the cost of installation of parking signs for the designated spaces for hotel guests at an approximate one-time cost $250.00.

Analysis

The use of the parking lot is mainly overflow parking for events at the SOEC. The parking lot does not see significant use at non-event times and as outlined above, sharing the use of this parking lot creates additional occupancy of an otherwise underutilized parking lot throughout the majority of the year. As opposed to an issuance of a Development Variance Permit to reduce the number of parking spaces for the hotel, the License to Use Agreement will support this important investment in the North Gateway. As such, staff see no issue with the use of the lot for parking by the adjacent hotel.

Alternate recommendations

That Council direct staff not to enter into a 3-year License to Use Agreement with Mundi 4 Points Enterprises Inc.

Attachments

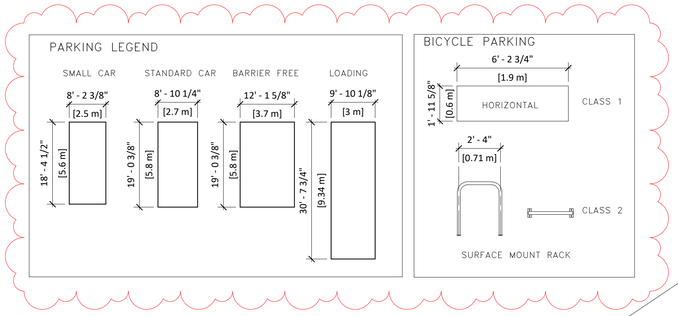
Attachment A – Amended Development Permit Plans
Attachment B – License to Use Agreement
Attachment C – View of parking lot and spaces

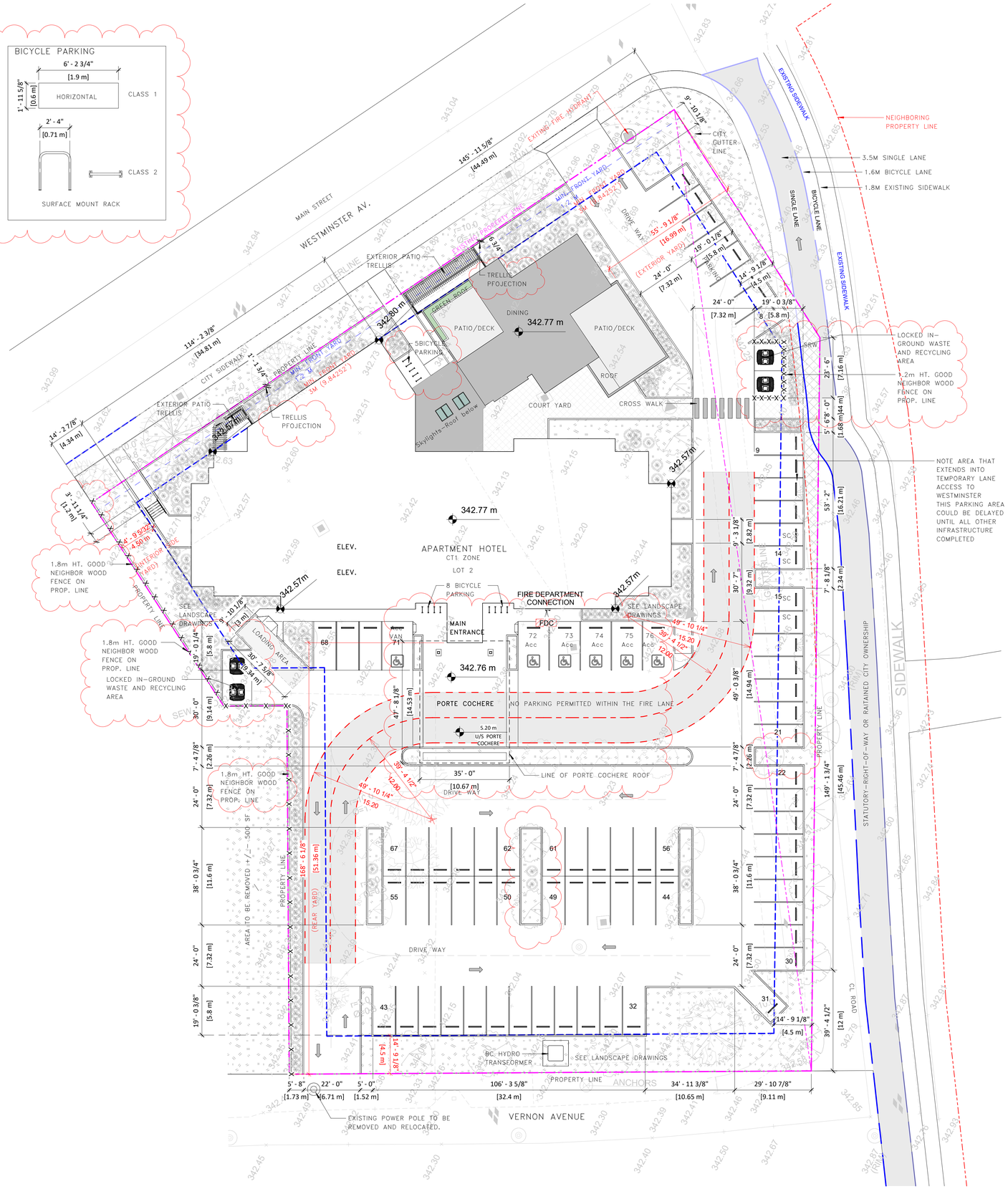
Respectfully submitted,

Sheri Raposo
Land Administrator

Director of Finance & Administration	General Manager, Community Services	Director of Development Services	Chief Administrative Officer
AMC	AH	BL	DvD

Attachment A – Amended Development Permit Plans





1 Site
1" = 20'-0"

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6	2022-02-22	RE-ISSUED FOR DP	WH
5	2022-02-14	RE-ISSUED FOR DP	WH
4	2021-12-29	RE-ISSUED FOR DP	WH
3	2021-09-08	ISSUED FOR DP	TJ
2	2021-05-07	ISSUED FOR DP - REV	HM
1	2021-07-29	ISSUED FOR DP	TJ

START DATE	2021-04-13
PROJECT No	2021-09
DR.	WH
CH.	JMM
SCALE	As indicated

Architects Seal

Project Name
FOUR POINTS by SHERATON

903 Vernon Avenue Penticton BC V2A 1P7

Client:
Mundi Hotel Enterprises Inc.

SITE PLAN

REV No.	Project No.	
04	2021-09	DP-100

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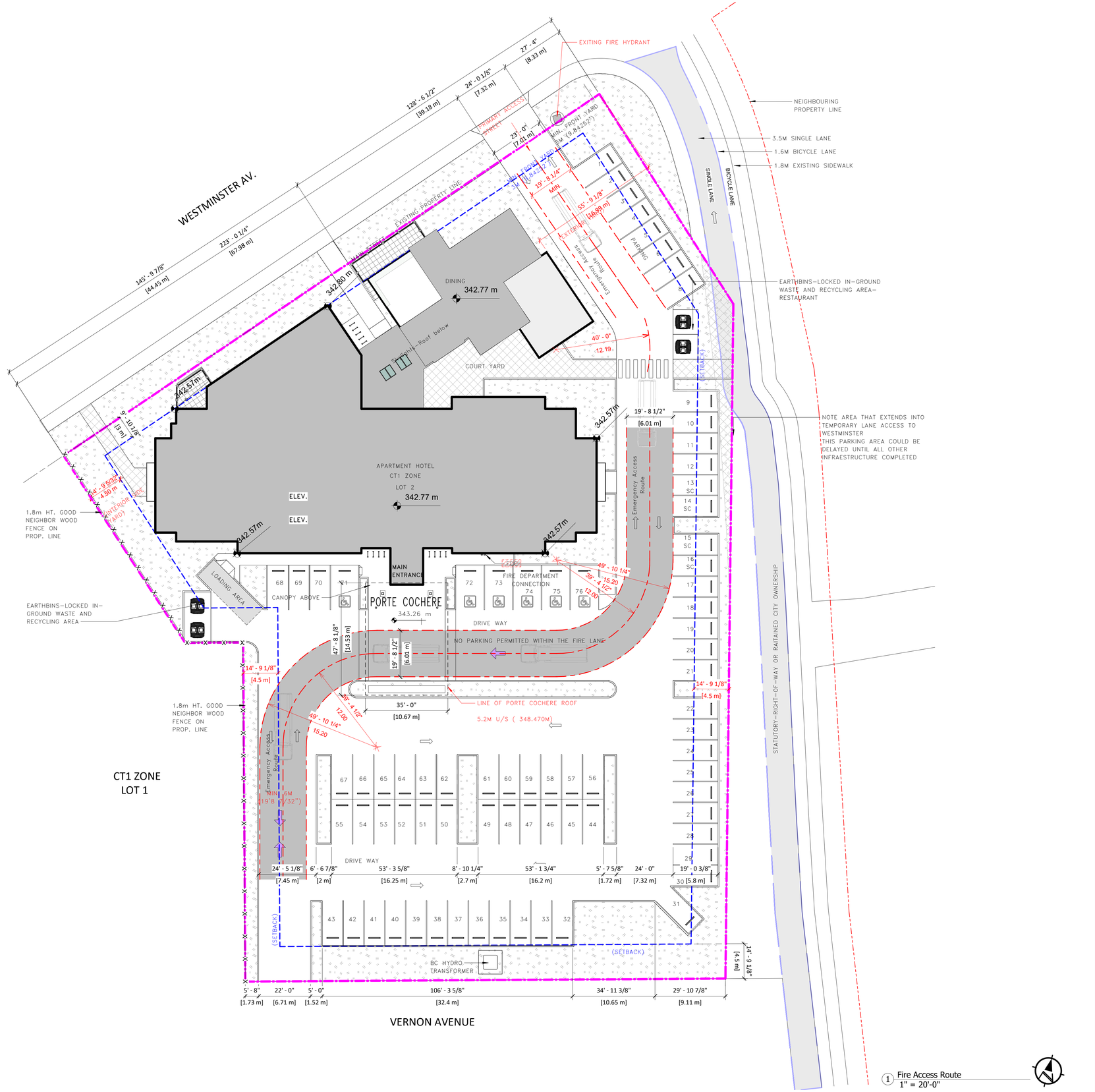

1 Fire Access Route
1" = 20'-0"

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1	2021-07-29	ISSUED FOR DP	TJ

START DATE	2021-04-13
PROJECT No	2021-09
DR.	WH
CH.	JMM
SCALE	1" = 20'-0"

Architects Seal

Project Name
FOUR POINTS by SHERATON

903 Vernon Avenue Penticton BC V2A 1P7

Client:
Mundi Hotel Enterprises Inc.

FDAR- Fire department Access route

REV No.	Project No.	
03	2021-09	DP-101

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1 MAIN FLOOR
1/8" = 1'-0"

DP PL2021-0095

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START DATE	2021-04-13
PROJECT No	2021-09
DR.	WH
CH.	JMM
SCALE	1/8" = 1'-0"

Architects Seal

Project Name
FOUR POINTS by SHERATON

903 Vernon Avenue Penticton BC V2A 1P7

Client:
Mundi Hotel Enterprises Inc.

MAIN FLOOR

REV No. | Project No. 2021-09 | DP-102

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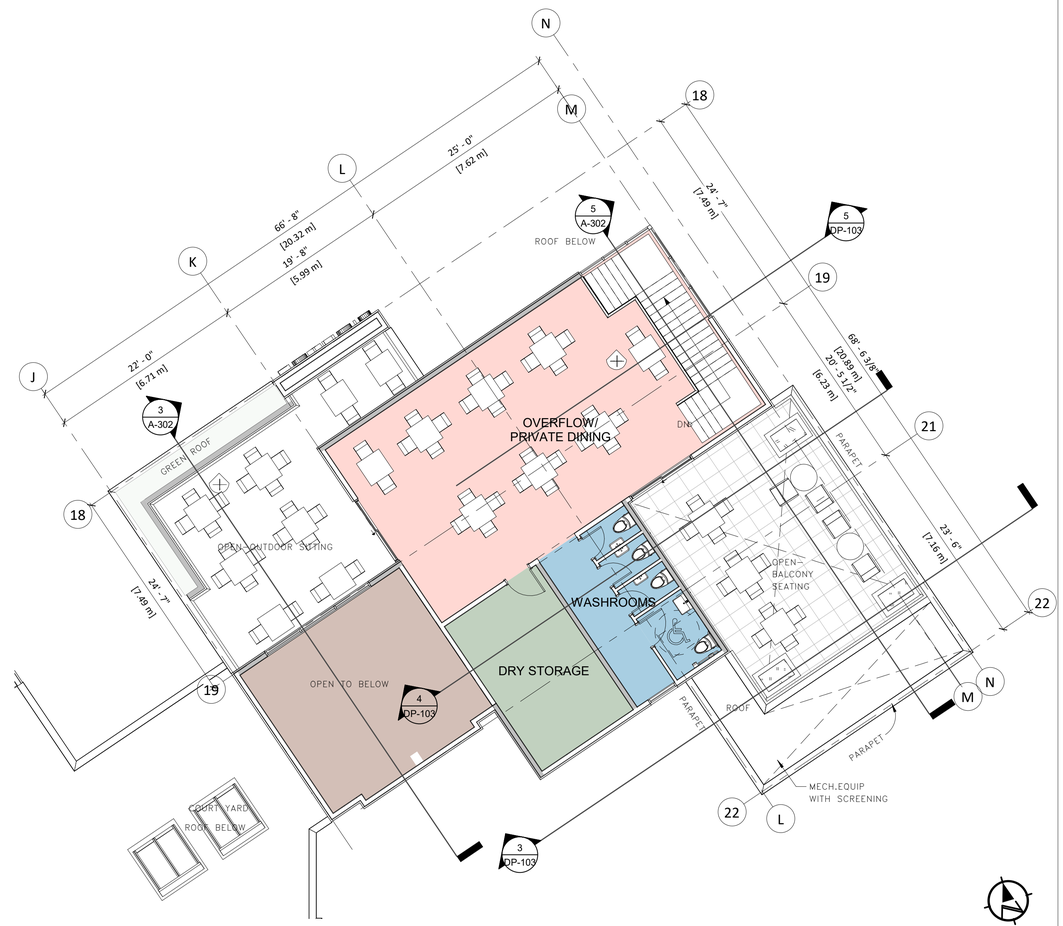

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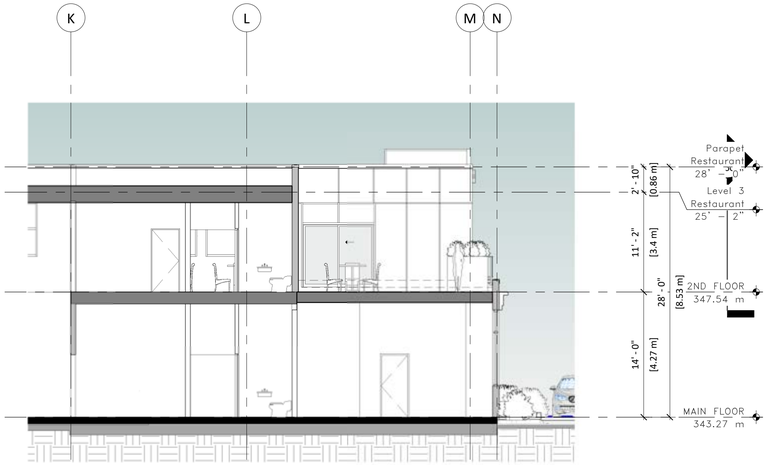

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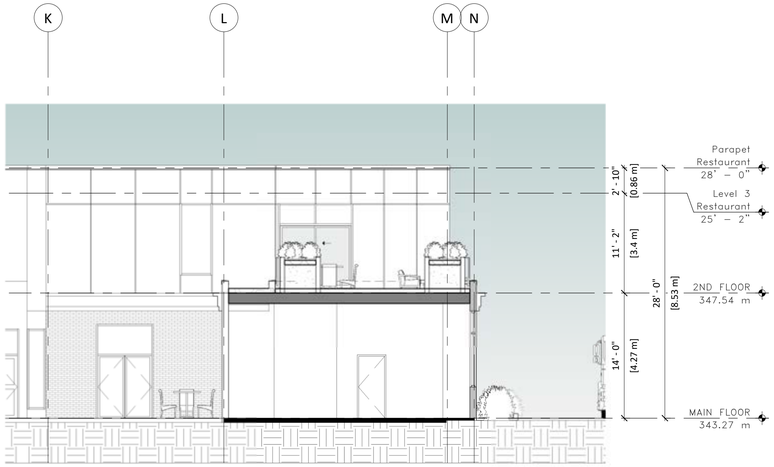

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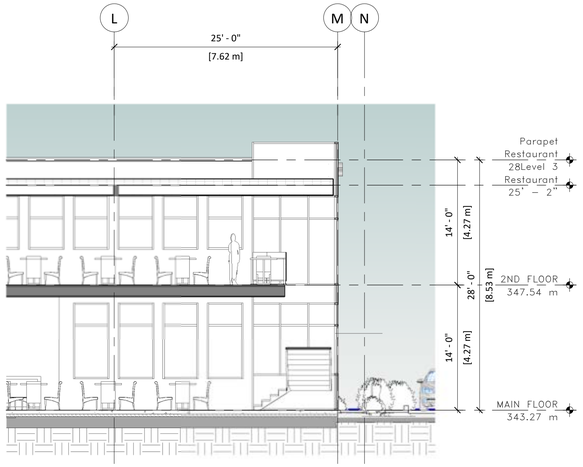

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1/8" = 1'-0"

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4	2021-12-29	RE-ISSUED FOR DP	WH
3	2021-09-08	ISSUED FOR DP	TJ
2	2021-05-07	ISSUED FOR DP - REV	HM
1	2021-07-29	ISSUED FOR DP	TJ

START DATE	2021-04-13
PROJECT No	2021-09
DR.	WH
CH.	JMM
SCALE	1/8" = 1'-0"

Architects Seal

Project Name
FOUR POINTS by SHERATON

903 Vernon Avenue Penticton BC V2A 1P7

Client:
Mundi Hotel Enterprises Inc.

MAIN & 2ND DINING AREA PLANS

REV No.	Project No.	
03	2021-09	DP-103

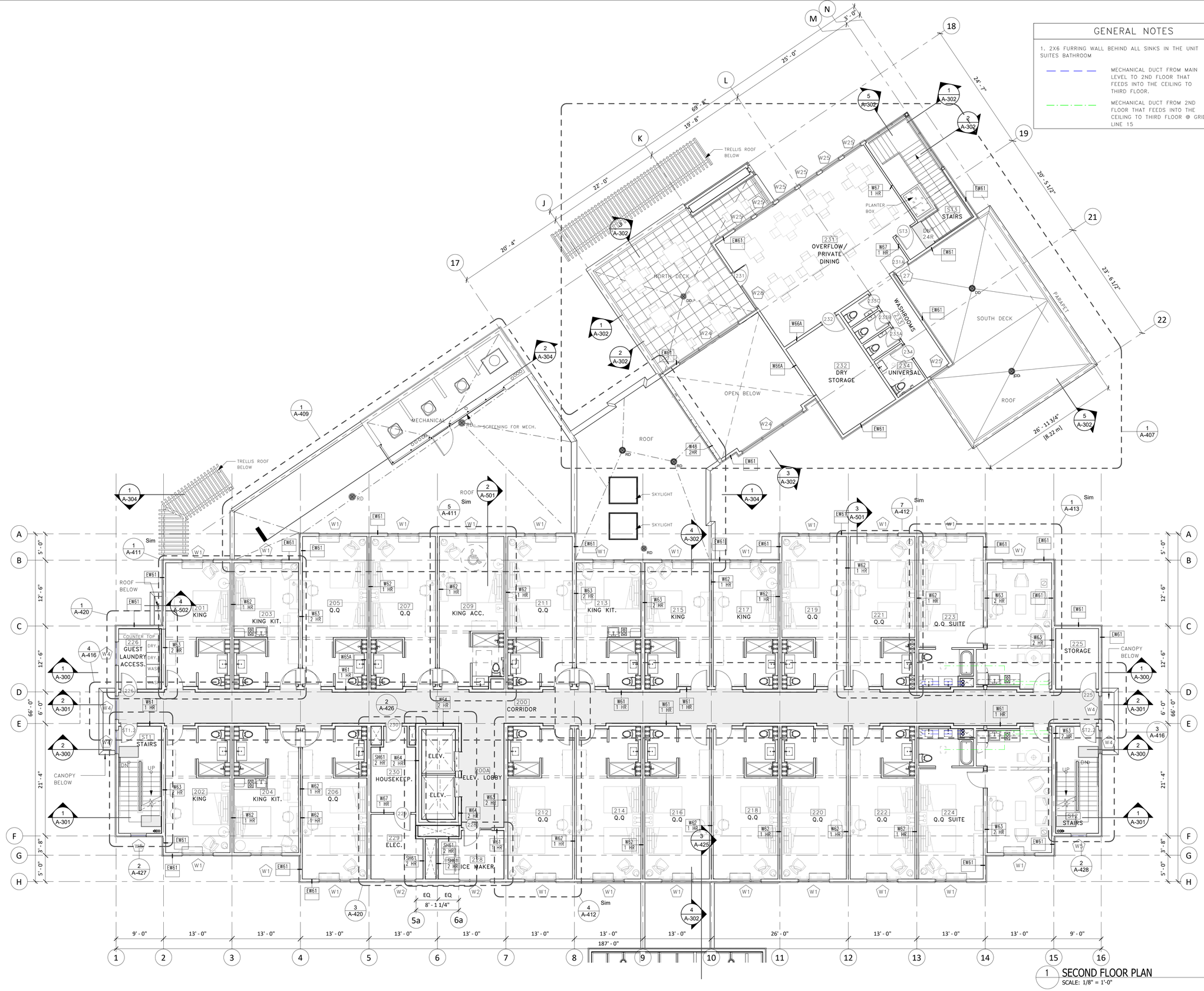
2/14/2022 10:32:41 AM

GENERAL NOTES

1. 2X6 FURRING WALL BEHIND ALL SINKS IN THE UNIT SUITES BATHROOM

— — — — MECHANICAL DUCT FROM MAIN LEVEL TO 2ND FLOOR THAT FEEDS INTO THE CEILING TO THIRD FLOOR.

—·—·— MECHANICAL DUCT FROM 2ND FLOOR THAT FEEDS INTO THE CEILING TO THIRD FLOOR @ GRID LINE 15



1 SECOND FLOOR PLAN
SCALE: 1/8" = 1'-0"

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REV	DATE	DESCRIPTION	BY
14	2022-11-08	LF FRANCHISE REVIEW 90%	WH
13	2022-10-24	ISSUED FOR CONSTRUCTION	WH
12	2022-10-13	ISSUED FOR CONSULTANT	WH
11	2022-10-12	ISSUED FOR IFC (FINAL)	WH
10	2022-08-18	ISSUED FOR CONSULTANT	WH
9	2022-07-12	ISSUED FOR COORDINATION	WH
8	2022-07-04	LF FRANCHISE REVIEW 30%	WH
7	2022-03-04	ISSUED FOR BP	WH
6	2022-02-22	RE-ISSUED FOR DP	WH
5	2022-02-14	RE-ISSUED FOR DP	WH
4	2021-12-29	RE-ISSUED FOR DP	WH
3	2021-09-08	ISSUED FOR DP	TJ
2	2021-05-07	ISSUED FOR DP - REV	HM
1	2021-07-29	ISSUED FOR DP	TJ

START DATE	2022-06-13
PROJECT No	2021-09
DR.	WH
CH.	JMM
SCALE	As indicated

Architects Seal

Project Name
FOUR POINTS by SHERATON

903 Vernon Avenue Penticton BC V2A 1P7

Client:
Mundi Hotel Enterprises Inc.

SECOND FLOOR PLAN

REV No. | Project No. 2021-09 | A-108

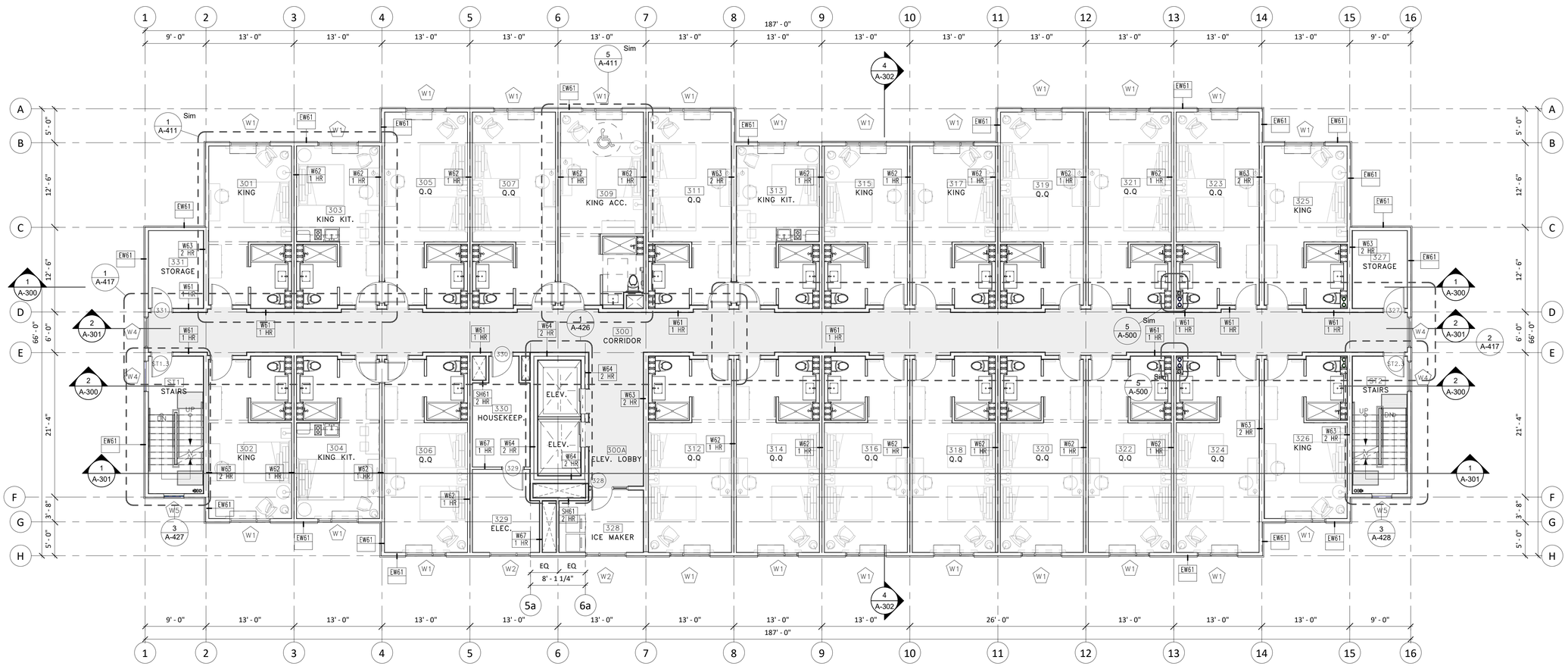
12/15/2022 11:28:10 AM

GENERAL NOTES

1. 2X6 FURRING WALL BEHIND ALL SINKS IN THE UNIT SUITES BATHROOM

— — — — MECHANICAL DUCT FROM MAIN LEVEL TO 2ND FLOOR THAT FEEDS INTO THE CEILING TO THIRD FLOOR.

— · — · — · — MECHANICAL DUCT FROM 2ND FLOOR THAT FEEDS INTO THE CEILING TO THIRD FLOOR @ GRID LINE 15



1 THIRD FLOOR PLAN
SCALE: 1/8" = 1'-0"

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12	2022-10-13	ISSUED FOR CONSULTANT	WH
11	2022-10-12	ISSUED FOR IFC (FINAL)	WH
10	2022-08-18	ISSUED FOR CONSULTANT	WH
9	2022-07-12	ISSUED FOR COORDINATION	WH
8	2022-07-04	LF FRANCHISE REVIEW 30%	WH
7	2022-03-04	ISSUED FOR BP	WH
6	2022-02-22	RE-ISSUED FOR DP	WH
5	2022-02-14	RE-ISSUED FOR DP	WH
4	2021-12-29	RE-ISSUED FOR DP	WH
3	2021-09-08	ISSUED FOR DP	TJ
2	2021-05-07	ISSUED FOR DP - REV	HW
1	2021-07-29	ISSUED FOR DP	TJ

START DATE	2022-06-13
PROJECT No	2021-09
DR.	WH
CH.	JMM
SCALE	As indicated

Architects Seal

Project Name
FOUR POINTS by SHERATON

903 Vernon Avenue Penticton BC V2A 1P7

Client:
Mundi Hotel Enterprises Inc.

THIRD FLOOR PLAN

REV No.	Project No.	
	2021-09	A-109

12/15/2022 11:28:18 AM

GENERAL NOTES

1. 2X6 FURRING WALL BEHIND ALL SINKS IN THE UNIT SUITES BATHROOM

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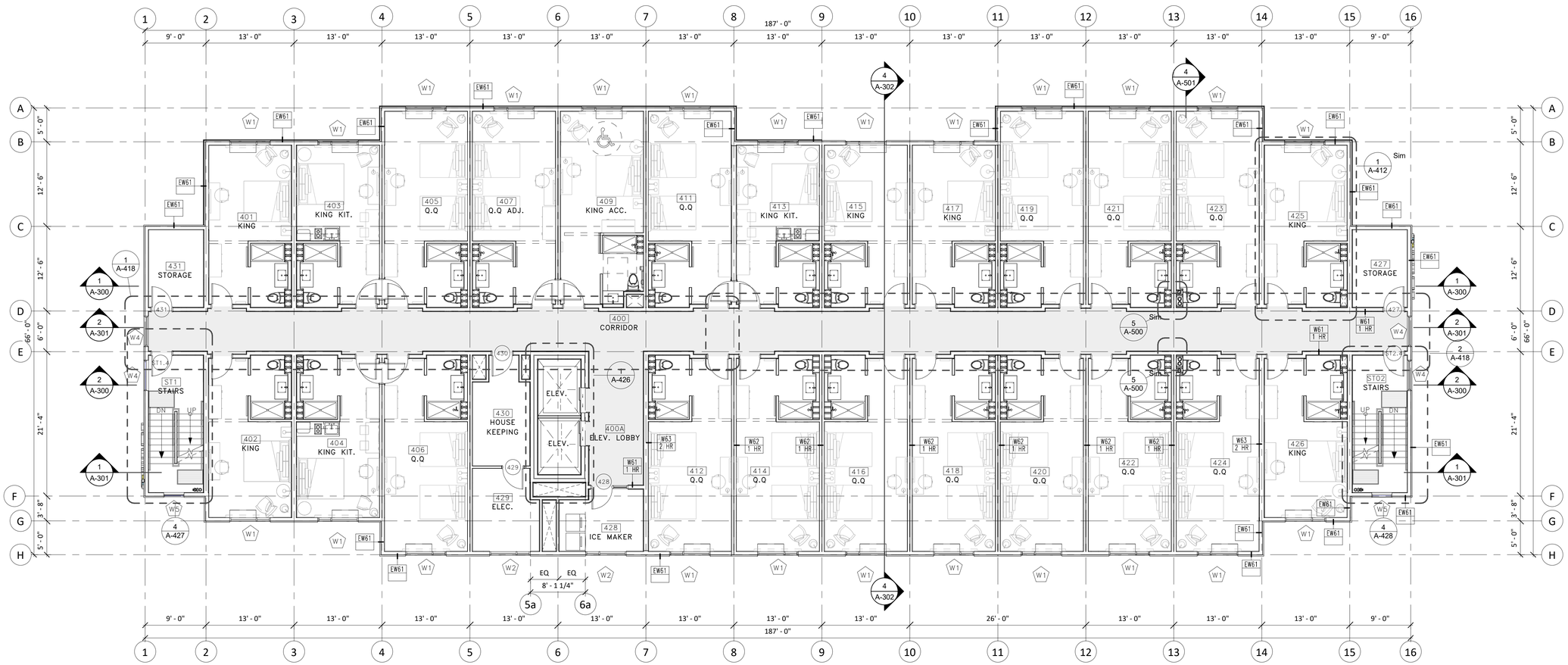

1 FOURTH FLOOR PLAN
SCALE: 1/8" = 1'-0"

REV	DATE	DESCRIPTION	BY
14	2022-11-08	LF FRANCHISE REVIEW 90%	WH
13	2022-10-24	ISSUED FOR CONSTRUCTION	WH
12	2022-10-13	ISSUED FOR CONSULTANT	WH
11	2022-10-12	ISSUED FOR IFC (FINAL)	WH
10	2022-08-18	ISSUED FOR CONSULTANT	WH
9	2022-07-12	ISSUED FOR COORDINATION	WH
8	2022-07-04	LF FRANCHISE REVIEW 30%	WH
7	2022-03-04	ISSUED FOR BP	WH
6	2022-02-22	RE-ISSUED FOR DP	WH
5	2022-02-14	RE-ISSUED FOR DP	WH
4	2021-12-29	RE-ISSUED FOR DP	WH
3	2021-09-08	ISSUED FOR DP	TJ
2	2021-05-07	ISSUED FOR DP - REV	HW
1	2021-07-29	ISSUED FOR DP	TJ

START DATE	2022-06-13
PROJECT No	2021-09
DR.	WH
CH.	JMM
SCALE	As indicated

Architects Seal

Project Name
FOUR POINTS by SHERATON

903 Vernon Avenue Penticton BC V2A 1P7

Client:
Mundi Hotel Enterprises Inc.

FOURTH FLOOR PLAN

REV No.	Project No.	
	2021-09	A-110

12/15/2022 11:28:27 AM

GENERAL NOTES

1. 2X6 FURRING WALL BEHIND ALL SINKS IN THE UNIT SUITES BATHROOM

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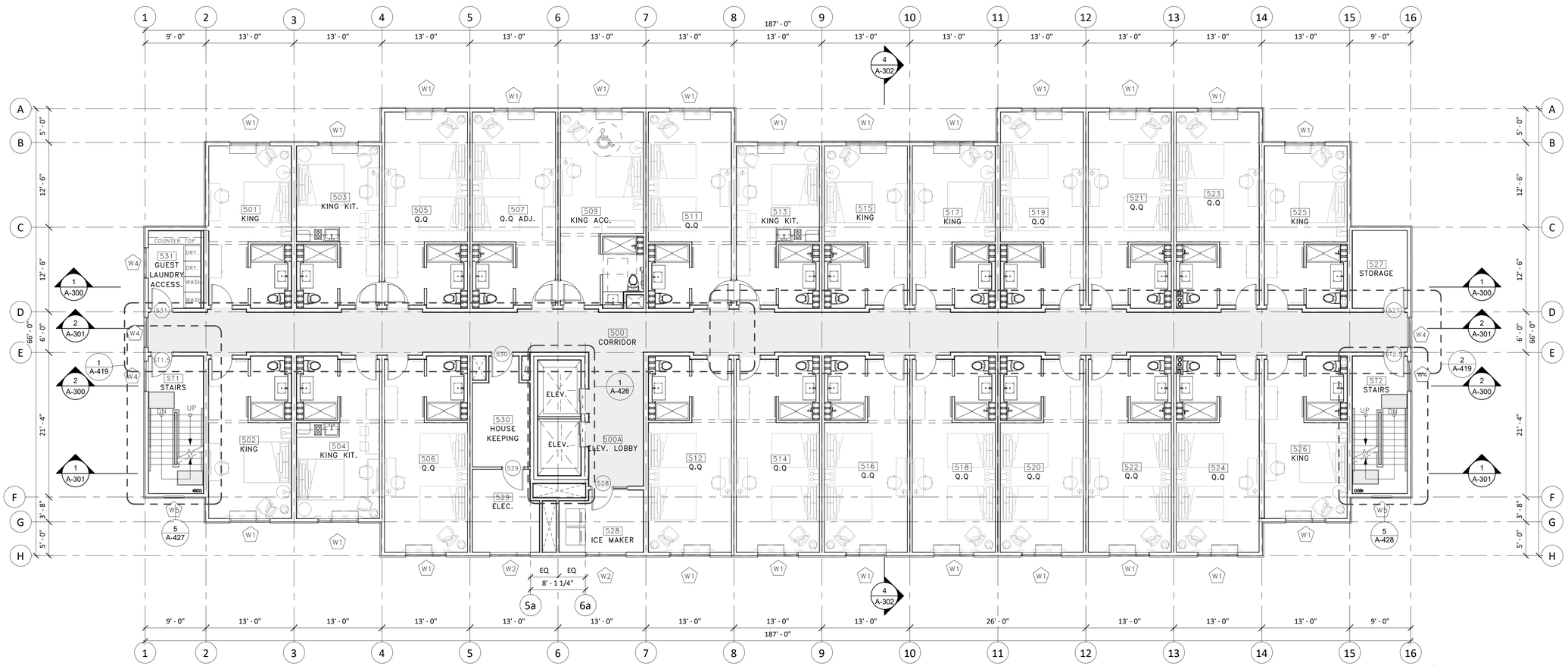


1 FIFTH FLOOR PLAN
SCALE: 1/8" = 1'-0"

REV	DATE	DESCRIPTION	BY
14	2022-11-08	LF FRANCHISE REVIEW 90%	WH
13	2022-10-24	ISSUED FOR CONSTRUCTION	WH
12	2022-10-13	ISSUED FOR CONSULTANT	WH
11	2022-10-12	ISSUED FOR IFC (FINAL)	WH
10	2022-08-18	ISSUED FOR CONSULTANT	WH
9	2022-07-12	ISSUED FOR COORDINATION	WH
8	2022-07-04	LF FRANCHISE REVIEW 30%	WH
7	2022-03-04	ISSUED FOR BP	WH
6	2022-02-22	RE-ISSUED FOR DP	WH
5	2022-02-14	RE-ISSUED FOR DP	WH
4	2021-12-29	RE-ISSUED FOR DP	WH
3	2021-09-08	ISSUED FOR DP	TJ
2	2021-05-07	ISSUED FOR DP - REV	HM
1	2021-07-29	ISSUED FOR DP	TJ

START DATE	2022-06-13
PROJECT No	2021-09
DR.	WH
CH.	JMM
SCALE	As indicated

Architects Seal

Project Name
FOUR POINTS by SHERATON

903 Vernon Avenue Penticton BC V2A 1P7

Client:
Mundi Hotel Enterprises Inc.

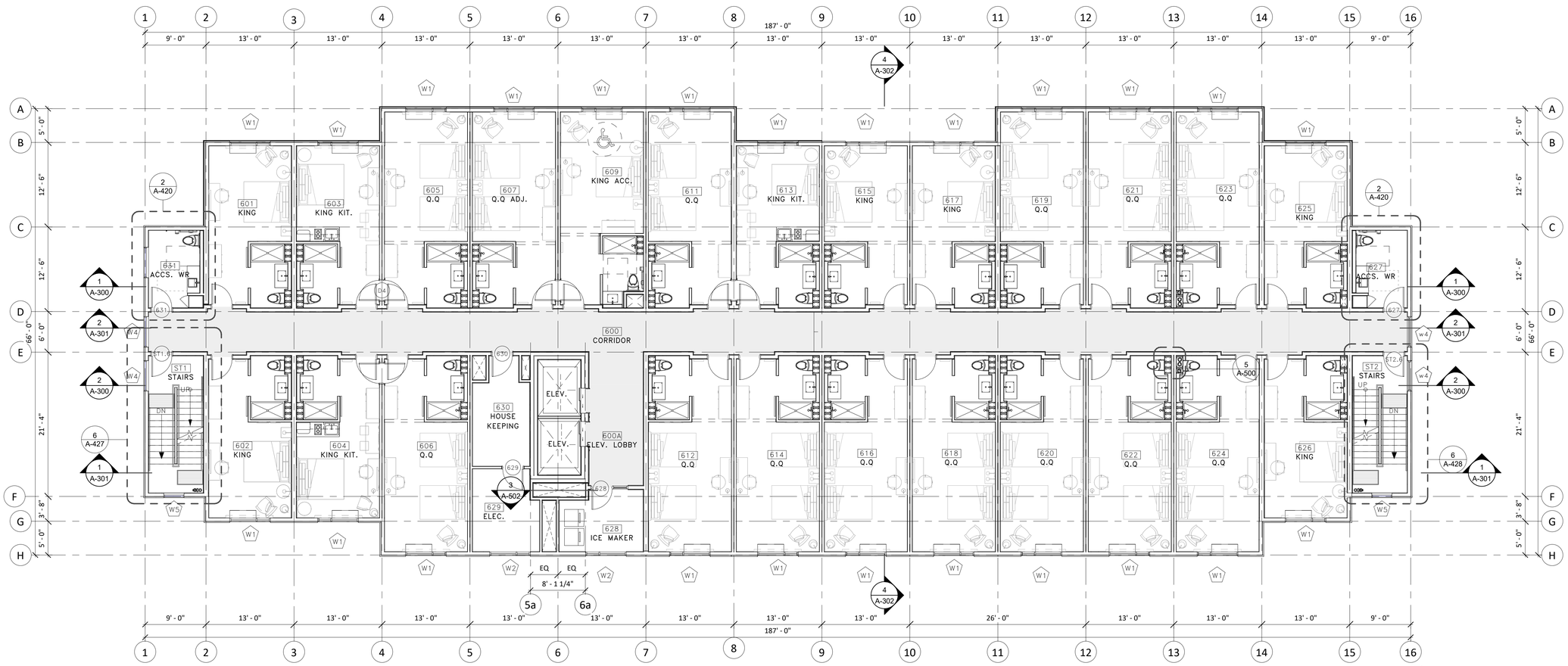
FIFTH FLOOR PLAN

REV No. | Project No. 2021-09 | A-111

12/15/2022 11:28:35 AM

GENERAL NOTES

1. 2X6 FURRING WALL BEHIND ALL SINKS IN THE UNIT SUITES BATHROOM



1 SIXTH FLOOR PLAN
SCALE: 1/8" = 1'-0"

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14	2022-11-08	LF FRANCHISE REVIEW 90%	WH
13	2022-10-24	ISSUED FOR CONSTRUCTION	WH
12	2022-10-13	ISSUED FOR CONSULTANT	WH
11	2022-10-12	ISSUED FOR IFC (FINAL)	WH
10	2022-08-18	ISSUED FOR CONSULTANT	WH
9	2022-07-12	ISSUED FOR COORDINATION	WH
8	2022-07-04	LF FRANCHISE REVIEW 30%	WH
7	2022-03-04	ISSUED FOR BP	WH
6	2022-02-22	RE-ISSUED FOR DP	WH
5	2022-02-14	RE-ISSUED FOR DP	WH
4	2021-12-29	RE-ISSUED FOR DP	WH
3	2021-09-08	ISSUED FOR DP	TJ
2	2021-05-07	ISSUED FOR DP - REV	HW
1	2021-07-29	ISSUED FOR DP	TJ

START DATE	2022-06-13
PROJECT No	2021-09
DR.	WH
CH.	JMM
SCALE	As indicated

Architects Seal

Project Name
FOUR POINTS by SHERATON

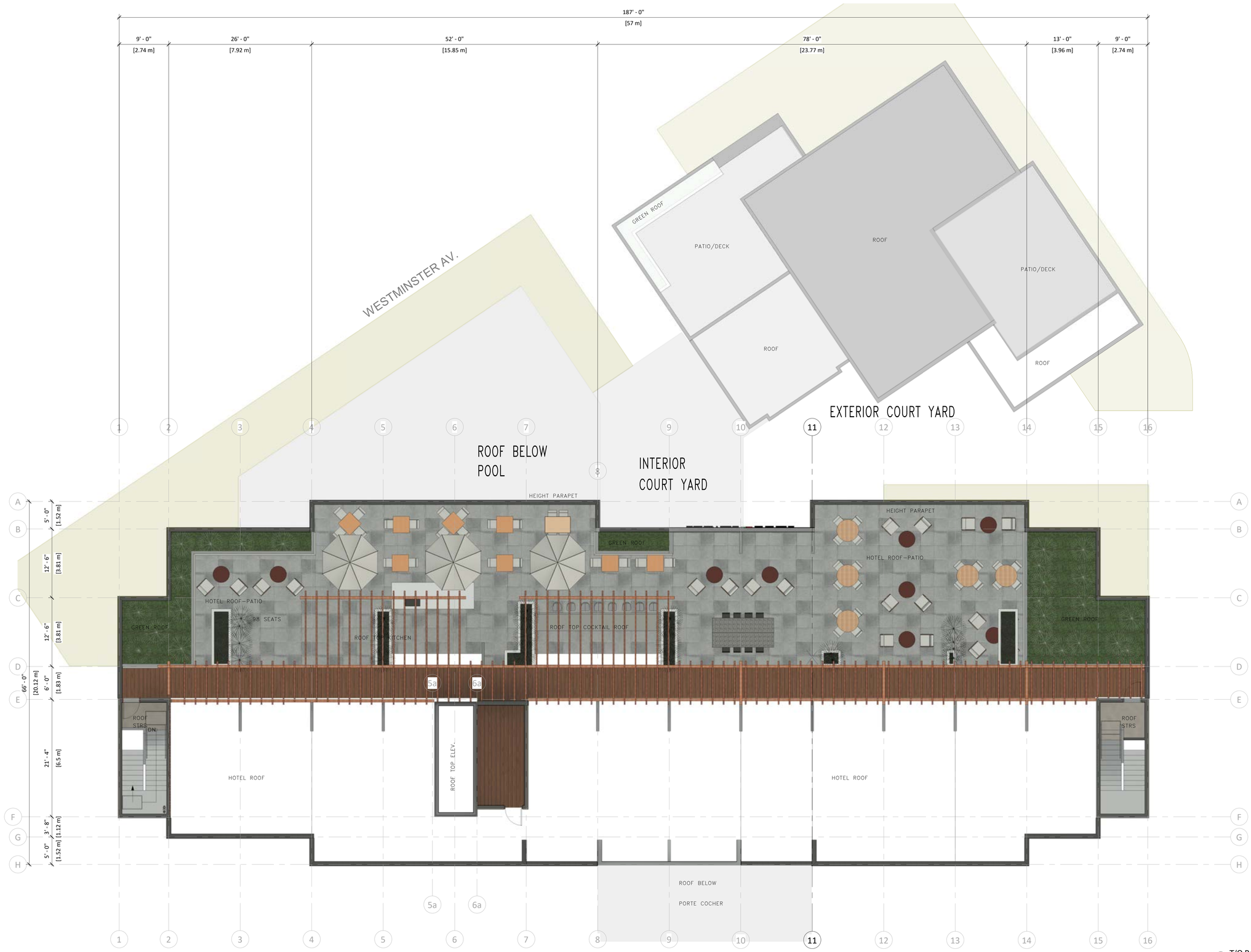
903 Vernon Avenue Penticton BC V2A 1P7

Client:
Mundi Hotel Enterprises Inc.

SIXTH FLOOR PLAN

REV No. | Project No. 2021-09 | A-112

12/15/2022 11:28:43 AM



1 T/O Roof
1/8" = 1'-0"

DP PL202190095

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REV	DATE	DESCRIPTION	BY
5	2022-02-14	RE-ISSUED FOR DP	WH
4	2021-12-29	RE-ISSUED FOR DP	WH
3	2021-09-08	ISSUED FOR DP	TJ
2	2021-05-07	ISSUED FOR DP - REV	HM
1	2021-07-29	ISSUED FOR DP	TJ

START DATE	2021-04-13
PROJECT No	2021-09
DR.	WH
CH.	JMM
SCALE	1/8" = 1'-0"

Architects Seal

Project Name
FOUR POINTS by SHERATON

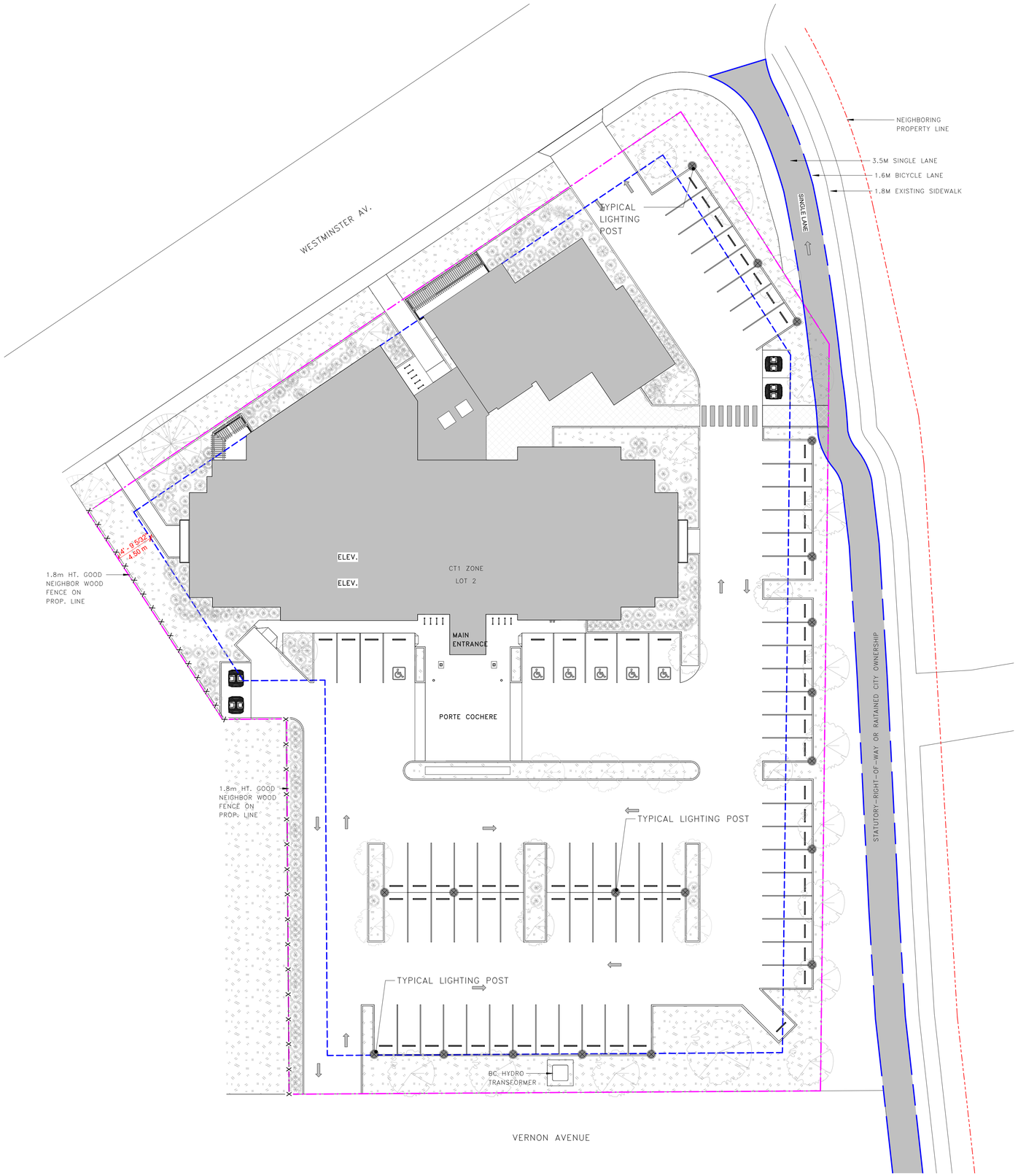
903 Vernon Avenue Penticton BC V2A 1P7

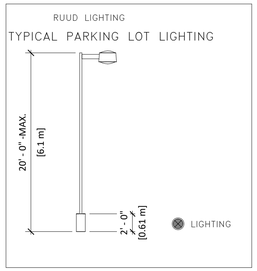
Client:
Mundi Hotel Enterprises Inc.

HOTEL ROOF FLOOR PLAN

REV No. 03 | Project No. 2021-09 | DP-109

2/14/2022 10:33:28 AM





1 Site - Lighting
1" = 20'-0"

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REV	DATE	DESCRIPTION	BY
5	2022-02-14	RE-ISSUED FOR DP	WH

START DATE	2021-04-13
PROJECT No	2021-09
DR.	Author
CH.	Checker
SCALE	As indicated

Architects Seal

Project Name
FOUR POINTS by SHERATON

903 Vernon Avenue Penticton BC V2A 1P7

Client:
Mundi Hotel Enterprises Inc.

SITE LIGHTING - PARKING

REV No. | Project No. 2021-09 | DP-110

2/14/2022 10:33:37 AM

1 East
3/32" = 1'-0"

COLOUR SCHEDULE

01 EIFS W-080-7E EIFS- ADEX MEDIUM TEXTURE	02 EIFS W-117-2E EIFS- ADEX MEDIUM TEXTURE	03 EIFS W-203-7E EIFS-ADEX MEDIUM TEXTURE	04 BRICK MEDORA-BRICK SIZE: MODULAR TEXTURE: RUSTIC	05 RAILING ALUMINUM ANODIZED	06 WINDOW FRAME ALUMINUM ANODIZED	07 CLEAR GLASS

2 West
3/32" = 1'-0"

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3	2021-09-08	ISSUED FOR DP	TJ
2	2021-05-07	ISSUED FOR DP - REV	HM
1	2021-07-29	ISSUED FOR DP	TJ

START DATE	2021-04-13
PROJECT No	2021-09
DR.	WH
CH.	JMM
SCALE	As indicated

Architects Seal

Project Name
FOUR POINTS by SHERATON

903 Vernon Avenue Penticton BC V2A 1P7

Client:
Mundi Hotel Enterprises Inc.

EAST & WEST ELEVATIONS / COLOR SCHEDULE

REV No. 03 | Project No. 2021-09 | DP-200

2/14/2022 10:34:13 AM

1 North
3/32" = 1'-0"

COLOUR SCHEDULE

01	02	03	04	05	06	07
EIFS	EIFS	EIFS	BRICK	RAILING	WINDOW FRAME	CLEAR GLASS
W-080-7E EIFS- ADEX MEDIUM TEXTURE	W-117-2E EIFS- ADEX MEDIUM TEXTURE	W-203-7E EIFS-ADEX MEDIUM TEXTURE	MEDORA-BRICK SIZE: MODULAR TEXTURE: RUSTIC	ALUMINUM ANODIZED	ALUMINUM ANODIZED	

2 South
3/32" = 1'-0"

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REV	DATE	DESCRIPTION	BY
5	2022-02-14	RE-ISSUED FOR DP	WH
4	2021-12-29	RE-ISSUED FOR DP	WH
3	2021-09-08	ISSUED FOR DP	TJ
2	2021-05-07	ISSUED FOR DP - REV	HM
1	2021-07-29	ISSUED FOR DP	TJ

START DATE	2021-04-13
PROJECT No	2021-09
DR.	WH
CH.	JMM
SCALE	As indicated

Architects Seal

Project Name
FOUR POINTS by SHERATON

903 Vernon Avenue Penticton BC V2A 1P7

Client:
Mundi Hotel Enterprises Inc.

NORTH & SOUTH ELEVATIONS

REV No.	Project No.	
03	2021-09	DP-201

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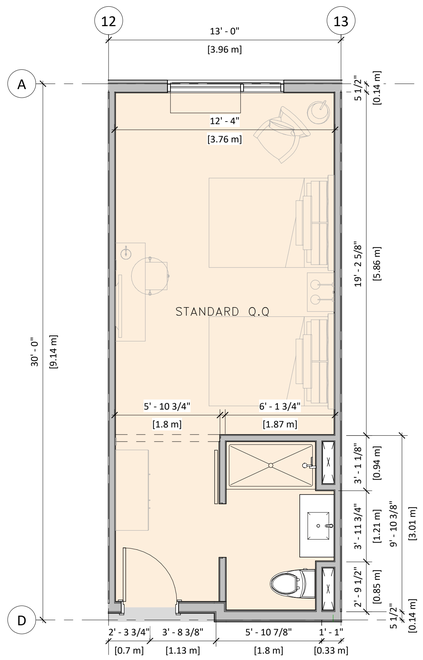

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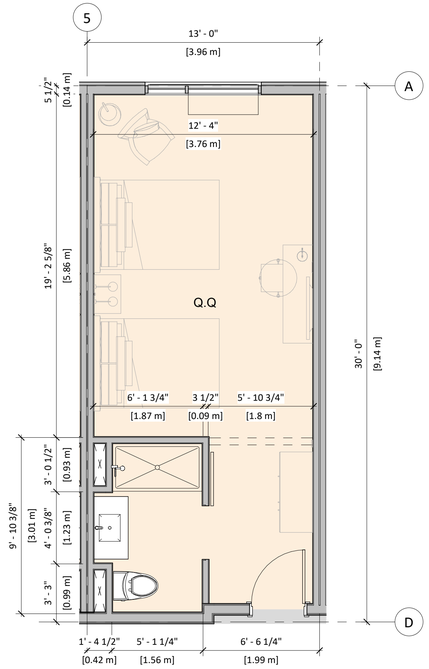

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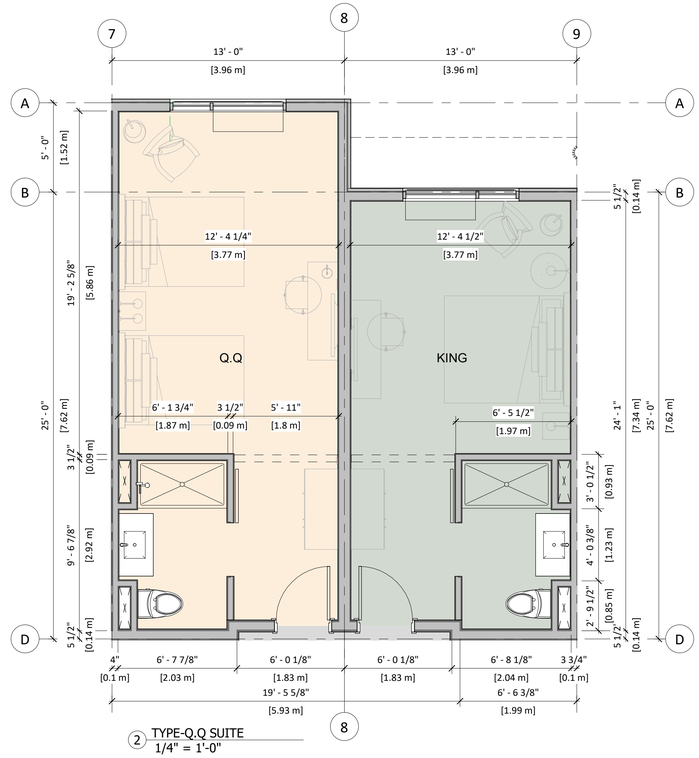

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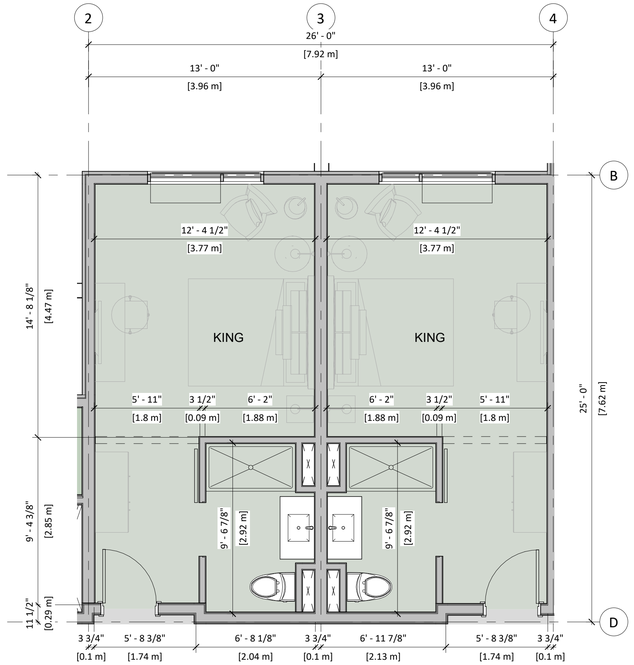

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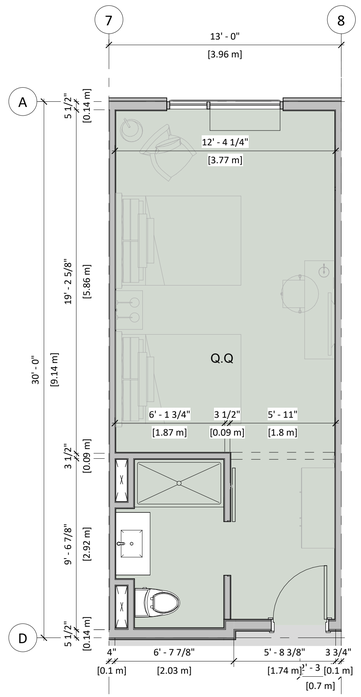

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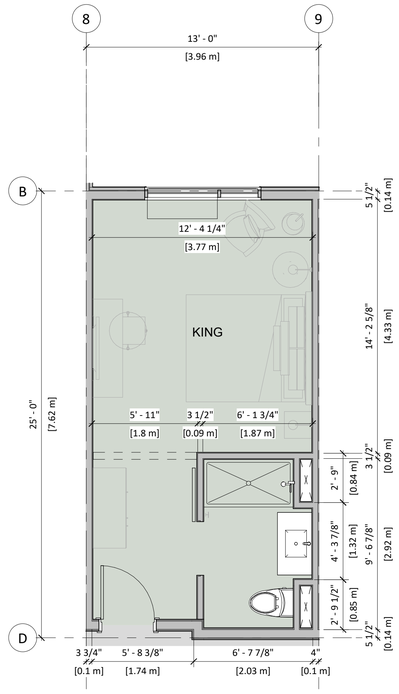

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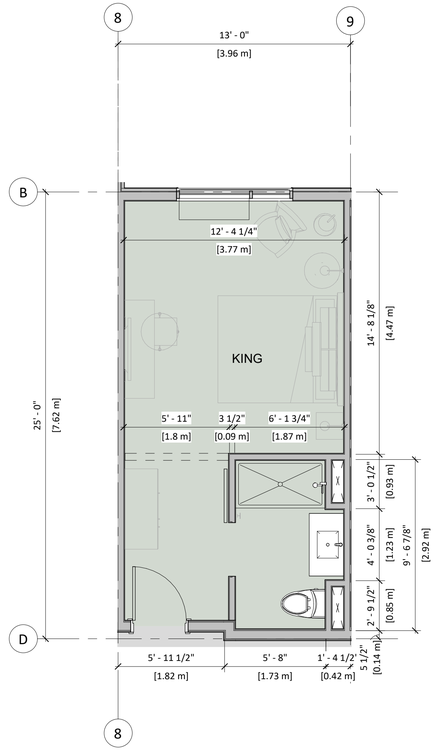
1/4" = 1'-0"



7 TYPE-STANDARD KING
1/4" = 1'-0"

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START DATE	2021-04-13
PROJECT No	2021-09
DR.	WH
CH.	JMM
SCALE	1/4" = 1'-0"

Architects Seal

[redacted]

Project Name
FOUR POINTS by SHERATON

903 Vernon Avenue Penticton BC V2A 1P7

Client:
Mundi Hotel Enterprises Inc.

ENLARGED GUESTROOM PLANS

REV No. 03 | Project No. 2021-09 | DP-400

2/14/2022 10:35:30 AM

(SEE SHT. L-2 FOR PLANTING PLAN)

PLANT LIST

QTY	KEY	BOTANICAL NAME	COMMON NAME	SIZE/SPACING
TREES				
03	AP	Acer palmatum 'Bloodgood'	Bloodgood Japanese Maple	30mm cal. Specimen
03	GB	Gingko biloba 'Princeton Sentry'	Princeton Sentry Ginkgo	50mm cal./ as shown
10	MS	Malus X 'Spring Snow'	Spring Snow Crabapple (fruitless)	40mm cal./ as shown
13	TC	Tilia flavesens 'Dropmore'	Dropmore Linden	60mm cal./ as shown
SHRUBS				
26	Bt	Berberis thunbergii 'Rose Glow'	Rose Glow Barberry	#2 pot/1.2M O.C.
96	Bx	Buxus sinica var. insularis 'Wintergreen'	Wintergreen Korean Boxwood	#2 pot/1.2M O.C.
17	Co	Cornus alba 'Bailhalo'	Ivory Halo Dogwood	#2 pot/1.5M O.C.
25	Ea	Euonymus alatus 'Compactus'	Compact Burning Bush	#2 pot/1.5M O.C.
23	Ha	Hydrangea arborescens 'Annabelle'	Annabelle Hydrangea	#2 pot/1.5M O.C.
17	Js	Juniperus scopulorum 'Medora'	Medora Juniper	#5 pot/1.5M O.C.
17	Jv	Juniperus horizontalis 'Prince of Wales'	Prince of Wales Juniper	#5 pot/1.5M O.C.
14	Tx	Taxus cuspidata 'Nana'	Dwarf Japanese Yew	#5 pot/1.5M O.C.
ORNAMENTAL GRASSES & PERENNIALS				
36	a	Astilbe 'Purple Rain'	Purple Rain Astilbe	#1 pot/0.6M O.C.
20	b	Bergenia 'Bressingham White'	Bressingham White Bergenia	#1 pot/0.6M O.C.
54	c	Calamagrostis x acutiflora 'Overdam'	Variegated Reed Grass	#1 pot/1.0M O.C.
50	g	Helictotrichon sempervirens	Blue Oat Grass	#1 pot/1.0M O.C.
201	h	Hemerocallis 'Happy Returns'	Happy Returns Daylily (yellow)	#1 pot/0.6M O.C.
16	s	Hosta 'Wide Brim'	Hosta Wide Brim - Variegated	#1 pot/0.6M O.C.
61	x	Nepeta X faassenii 'Dropmore Blue'	Dropmore Blue Catmint	#1 pot/0.6M O.C.
80	y	Pennisetum alopecuroides	Fountain Grass	#1 pot/0.6M O.C.

NOTE: Layout of all plant material in the field to be approved by Landscape Architect prior to planting.

LEGEND

- PROPOSED DECIDUOUS TREE
- PROPOSED DECIDUOUS SHRUBS
- PROPOSED CONIFEROUS SHRUBS
- PROPOSED PERENNIALS & ORNAMENTAL GRASSES
- TURF GRASS
- PAVING STONE OR STAMPED CONCRETE
- IRRIGATION SLEEVE (3 / L-3)
- DECORATIVE BOLDERS (2 / L-3)
- PORTABLE PLANTER POTS c/w ANNUALS BY OWNER

NOTE:
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NO.	REVISION	DATE
09.	REISSUED FOR DP	02-11-22
08.	NEW SITE PLAN & DESIGN REVS.	02-02-22
07.	REISSUED FOR DP	12-24-21
06.	NEW SITE PLAN & DESIGN REVS.	12-10-21
05.	REISSUED FOR DP	09-13-21
04.	REISSUED FOR DP	08-13-21
03.	TOPO SURVEY & NEW SITE PLAN	08-06-21
02.	ISSUED FOR DP	05-07-21
01.	ISSUED FOR REVIEW	05-06-21

CONSUL ANTS

L.A.West
Associates (Kamloops) Inc.
Landscape Architecture Environmental Planning
104 -147 Victoria Street, Kamloops, B.C. V2C 1Z4
TEL: (250) 374-9831 FAX: (250) 374-1294

PROJECT TITLE
FOUR POINTS BY SHERATON
903 VERNON AVE. PENTICTON, B.C.

MUNDI HOTEL ENTERPRISES INC.

SHEET TITLE
LANDSCAPE PLAN
OVERALL

DRAWN: RTV
DRAWING NO.: L-1
SCALE: 1"=16'
DATE DRAWN: MAY 2021
REPRODUCED/PLOTTED

GENERAL NOTES:

1. ALL LANDSCAPING SHALL CONFORM TO THE LATEST EDITION OF THE CANADIAN LANDSCAPE STANDARD, UNLESS OTHERWISE NOTED ON THE DRAWINGS.
2. ALL LANDSCAPING SHALL HAVE UNDERGROUND IRRIGATION INSTALLED.
3. LANDSCAPE GRADING SHALL CONFORM TO THE SITE GRADING & DRAINAGE PLAN PREPARED BY OTHERS, UNLESS OTHERWISE DIRECTED BY THE ARCHITECT / ENGINEER.
4. THIS PLAN WAS PREPARED FOR PERMIT APPLICATION ONLY AND SHALL NOT BE USED FOR CONSTRUCTION UNLESS APPROVED IN WRITING BY L.A. WEST ASSOCIATES INC. OR LABELLED AS 'ISSUED FOR CONST. (IFC)'.
5. SITE PLAN INFORMATION PROVIDED BY JMA ARCHITECTURE INC. AUG. 2021. SITE SURVEY INFORMATION PROVIDED BY MANDEVILLE LAND SURVEYING INC. - PENTICTON, BC., MAY 2021.
6. THE CONTRACTOR IS RESPONSIBLE FOR LOCATING ALL UTILITIES THAT MAY BE AFFECTED BY THE WORK AND MAKE GOOD ANY DAMAGE AT THE CONTRACTOR'S EXPENSE, TO THE SATISFACTION OF THE ARCHITECT/ENGINEER.

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PROJECT TITLE
FOUR POINTS BY SHERATON
903 VERNON AVE. PENTICTON, B.C.

MUNDI HOTEL ENTERPRISES INC.

SHEET TITLE
LANDSCAPE PLANTING PLAN

DRAWN: RTV
SCALE: 1"=16'
DATE DRAWN: MAY 2021
DRAWING NO.: L-2
REPRODUCED/PLOTTED:

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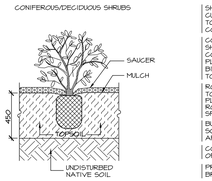


SHRUBS TO BE PLANTED IN CULTIVATED BEDS OF TOPSOIL TO SPECIFIED DEPTH. MULCH COVER AS SPECIFIED.

CONTAINER GROWN STOCK SHALL HAVE NON-BIODEGRADEABLE CONTAINERS REMOVED PRIOR TO PLANTING. IF CONTAINER IS BIODEGRADABLE, CUT AND REMOVE TOP 1/3.

ROOTBALL SET ON LIGHTLY COMPACTED TOPSOIL. KEEP ROOTBALL INTACT WHEN PLANTING AND ADD BONEMEAL OR ROOT-STARTER FERTILIZER AS SPECIFIED.

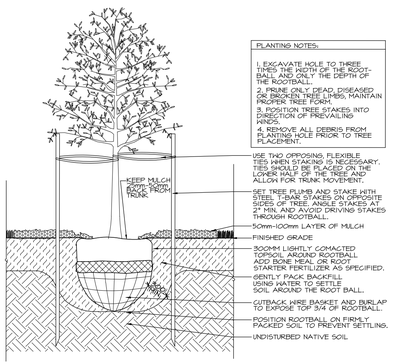
BUILD-UP SAUCER AROUND ROOTBALL. SOAK WITH WATER IMMEDIATELY AFTER PLANTING.

CONTRACTOR TO ALLOW FOR SETTLING OF PLANTS AND SOIL WHEN PLANTING.

PRUNE DEAD, BROKEN OR DISEASED BRANCHES TO MAINTAIN PROPER FORM.

TYPICAL SHRUB PLANTING IN PLANTING BED

NOT TO SCALE



PLANTING NOTES:

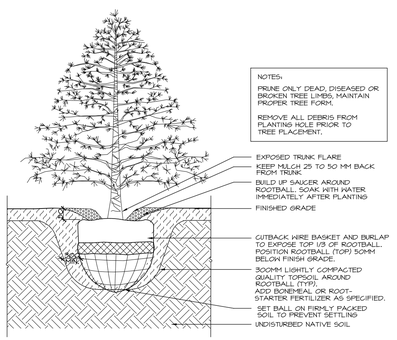
1. EXCAVATE HOLE TO THREE TIMES THE WIDTH OF THE ROOT-BALL, AND ONLY THE DEPTH OF THE ROOTBALL.
2. PRUNE ONLY DEAD, DISEASED OR BROKEN TREE LIMBS, MAINTAIN PROPER TREE FORM.
3. POSITION TREE STAKES INTO DIRECTION OF PREVAILING WINDS.
4. REMOVE ALL DEBRIS FROM PLANTING HOLE PRIOR TO TREE PLACEMENT.

USE TWO OPPOSING, FLEXIBLE TIES WHEN STAKING IS NECESSARY. ATTACH TIES TO THE TREE IN THE LOWER HALF OF THE TREE AND ALLOW FOR TRUNK MOVEMENT.

SET TREE PLUMB AND STAKE WITH STEEL T-BAR STAKES ON OPPOSITE SIDES OF TREE. ANGLE STAKES AT 75 MIN. AND AVOID DRIVING STAKES THROUGH ROOTBALL.

TYPICAL TREE PLANTING DETAIL (100MM CAL. OR LESS)

NOT TO SCALE



NOTES:

PRUNE ONLY DEAD, DISEASED OR BROKEN TREE LIMBS, MAINTAIN PROPER TREE FORM.

REMOVE ALL DEBRIS FROM PLANTING HOLE PRIOR TO TREE PLACEMENT.

TYPICAL CONIFEROUS TREE PLANTING DETAIL (3.0M HT. OR LESS)

NOT TO SCALE

TYPICAL PLANTING DETAILS

LANDSCAPE SPECIFICATIONS

GENERAL

1. All landscape work undertaken shall conform to the B.C. Landscape Standard, latest edition, unless otherwise specified.

2. The Contractor shall be responsible for locating all underground utilities which may be affected by the work and report any possible conflicts to the Architect prior to construction. Any damage to existing utilities or site services must be repaired immediately to the satisfaction of the Architect or the Owner's representative. The Contractor is responsible for all costs for damages.

3. The Contractor shall leave the site in a neat and tidy condition at the end of each working day and at the completion of the contract. The Contractor shall ensure public safety is maintained at all times during the contract.

4. Materials substitutions will only be considered after a written list is submitted to the Architect prior to installation.

5. The Contractor shall notify the Architect, in advance, at least 24 hours prior to requesting an on-site field review of the work.

A. TREE PROTECTION (FROM BC LANDSCAPE STANDARDS 7TH ED.)

1. Critical Protection Zones for trees should be determined by referencing Table 1: Determining Critical Protection Zones for Trees.

2. Physical protection barriers, silt fences, shade or erosion protection shall be erected at the edge of the Critical Protection Zones before clearing, grubbing, excavation, or grading, or any other work occurs on the site.

3. Physical protection barriers shall meet all applicable municipal bylaws and regulatory requirements.

4. As a minimum, protective fencing should be erected outside the drip-line or as shown in Table 1: Guidelines for Determining Critical Protection Zones for Trees.

5. Signage should be provided at regular intervals along protective fencing indicating the function of the fencing, i.e. 'Tree/Plants Protection Area - Do Not Enter'.

6. Protective fencing and signage should be well maintained for all element Critical Protection Zones throughout construction. Damaged fencing or signs shall be repaired or replaced immediately.

7. Areas of trees and vegetation Critical Protection Zones shall be fence off by means of:
   .1 Chain link fence of at least a 1.2m (4ft) height mounted on steel or sturdy wooden posts. Fence posts should be installed no farther than 2.4m (8ft) apart.
   .2 Solid plywood hoarding mounted securely to steel or sturdy wooden posts. Posts should be installed no farther than 2.4m (8ft) apart.
   .3 Board fencing consisting of posts minimum of 4cm by 8cm (2" by 4") set in securely in the ground and extending at least 1m (3ft) above the ground and minimum 4cm by 8cm (2in by 4in) top and bottom rail. Fence posts should be installed no farther than 2.4m (8ft) apart.
   .4 Plastic fencing (International orange polyethylene web fencing) securely mounted on a wooden framework consisting of posts minimum of 4cm by 8cm (2in by 4in) set securely in the ground and extending at least 1m (3ft) above the ground and with minimum 4cm by 8cm (2in by 4in) top and bottom rail. Fence posts should be installed no farther than 2.4m (8ft) apart.

8. Protective fencing shall be removed only when all construction is fully completed.

B. SITE PREPARATION

1. Rough/finish subgrade and have rough grading approved by the Architect prior to hauling and spreading topsoil. The Contractor is responsible for all survey.

2. Remove excess rocks, boulders, twigs, roots, stumps or other impediments not conducive to landscaping. dispose of these materials at an approved dumping location off-site unless otherwise directed by the Architect. Grade the site to drain away from buildings to comply with the Site Grading Plan or as directed by the Architect.

C. TOPSOIL & FINISH GRADING

1. Existing stockpiled or native topsoil shall be screened to remove rocks, weeds, grass and other deleterious material before being accepted for landscaping. Existing topsoil shall be amended with imported topsoil at a ratio of 1:1 and well blended by rototilling or other approved method. Testing existing topsoil will be paid for by the Contractor.

2. Imported topsoil shall be good quality, clean, loose well draining planting soil and shall be approved by the Architect prior to installation. The approved topsoil mix shall have the following characteristics:
   a) maximum 15% clay content and 30-50% sand content;
   b) pH of between 6.0 and 7.0 and a minimum organic content of 10%;
   Testing of imported topsoil may be requested by the Architect and shall be paid by the Contractor until the required specification is met.

3. Topsoil shall be spread over a loose, scarified subgrade to depths as specified:
   Dryland Grass/Wildflower (hydroseeded/seeded) areas: 75mm depth minimum;
   Lawn grass (seeded or turf) areas: 150mm depth minimum;
   Planting beds (shrub) areas: 400mm depth minimum;

   Finish grade topsoil areas to permit finish landscaping as shown on the drawings. Backfill tree pits with a minimum 300mm of topsoil around all sides of the rootball unless otherwise specified.

4. Finish grade by leveling and hand-raking topsoil while removing all roots, stones, twigs and other deleterious material to grades and slopes as shown on the drawings or as directed by the Architect. Remove all rocks over 25mm diameter. Grade away from buildings at a minimum of 2% for positive surface drainage. Finish grade topsoil for planting beds 50mm (2") below curbs, sidewalks or planters to permit installation of mulch. Hand rake and finish grade topsoil for grass areas flush with the tops of curbs, sidewalks and planting beds to permit installation of grass seed or turf. Roll topsoil with 50 kg. roller and have finish grading approved by the Architect prior to grass seeding, turfing, shrub planting or mulch installation.

D. PLANT MATERIAL

1. All plant material shall be healthy, free of disease, pests, showing good growth characteristics and shall be No. 1 grade.

2. Plant material shall be guaranteed for a period of one (1) year from date of final acceptance/contract completion.

3. All plant material delivered to the site must be individually labeled with botanical and common names and labels left in place until the Architect has inspected and approved planting.

4. The Contractor shall supply the necessary planting soil, fertilizers, bonemeal, insecticides and anti-desiccants as required to ensure proper planting procedure. The Contractor shall maintain the plant material until final acceptance of the work and to the satisfaction of the Architect.

5. The Contractor shall supply and install tree support according to the planting details.

6. Finish all planting beds with 75mm depth of medium grade, clean, fir bark mulch or shale rock mulch on landscape fabric to finished grade as shown or specified on the drawings.

7. Provide sample of mulch to Architect for approval prior to installation.

8. Avoid installing mulch in areas of groundcover or annual plantings, unless otherwise directed by the Architect.

E. TURFING

1. Grass sod (turf) shall be Canada No. 1 grade, cultured turf, composed of a minimum 50% Kentucky Bluegrass. Turf shall be healthy, free from weeds and disease and shall be installed on a smooth, even grade with tight joints in a running bond (brick laying) pattern. On slopes, install turf perpendicular to the direction of the slope. On steep slopes, secure turf with wooden pegs flush with top of turf.

2. Prior to laying turf, fertilize finish soil surface with a 16-32-6 turf-starter fertilizer (or approved equal) at the rate of 4kg/100m2. Roll turf lightly to obtain a smooth, uniform surface to be approved by the Architect prior to installation.

3. Water turf immediately after installation by underground irrigation or by manual methods, thoroughly soaking the turf and topsoil to a minimum depth of 75mm. Apply water as necessary to prevent drying-out and to ensure healthy turf development.

4. Protect new turf areas with appropriate signs, barriers or fencing to reduce damage. Repair all damaged areas immediately to the satisfaction of the Architect; repairs are the Contractor's responsibility until final acceptance.

5. Dead or discoloured turf will not be accepted and must be replaced at the direction of the architect.

6. Turf areas will only be accepted after:
   .1 Turfed areas are healthy, rooted and properly established.
   .2 Turf is free from open joints and dead spots and without weeds.
   .3 No soil is visible when turf has been cut to 38mm in height.
   .4 Turf areas have been mown at least twice.

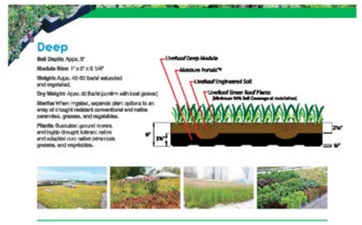
7. During establishment of turf areas, the Contractor is responsible for all landscape maintenance including watering, garbage pick-up, mowing, fertilizing, turf repair or replacement, topdressing and overseeding to the satisfaction of the Architect.

F. LANDSCAPE MAINTENANCE

1. The Contractor shall be responsible for providing all materials, equipment and labour required for the purpose of maintaining all new and existing landscaping during the course of the contract.

2. Maintenance of the landscaping by the Contractor shall include, but not limited to, the following:
   .1 The cutting of lawn areas to 38mm (1.5") height and at no time allowing the grass to exceed a height of 100mm (4"). All grass clippings shall be removed from the site;
   .2 Top dressing, fertilizing and weed control of all grass areas and planting areas to good horticultural practice;
   .3 Pruning, and the control of insects and diseases, for all plant material to good horticultural practice;
   .4 Operation and adjustment of the underground sprinkler system and/or manual watering such that all landscaped areas are watered adequately;
   .5 The nursing and protection of all seeded, hydroseeded, sodded or planted areas, as required to ensure adequate "catch" and growth of the plantings;
   .6 The cleanup and removal of garbage so that the site is left in a neat and tidy condition each day;
   .7 Topdressing of mulch to maintain the specified depth of cover.

3. All landscape maintenance procedures shall be to a high standard and shall be done to the satisfaction of the Architect.



NOTE: GREEN ROOF APPLICATIONS SHALL MEET STRUCTURAL ENGINEER'S APPROVAL PRIOR TO INSTALLATION.
CONTRACTOR SHALL SUBMIT SHOP DRAWINGS OF PRODUCT DETAILS FOR REVIEW AND APPROVAL PRIOR TO INSTALLATION.
GREEN ROOF PRODUCTS AVAILABLE FROM NATS NURSERY, LANGLEY, BC.

4 / L-3 GREEN ROOF SPECIFICATIONS - EXAMPLE ONLY

SCALE NTS

IRRIGATION SPECIFICATIONS (CONTRACTOR TO PROVIDE SHOP DRAWING FOR DESIGN APPROVAL BY LANDSCAPE ARCHITECT)

GENERAL

1. All irrigation work shall conform to the latest edition of the Irrigation Industry Association of British Columbia, "Standards for Landscape Irrigation Systems" unless otherwise specified herein.

2. The Contractor shall schedule installation of the underground sprinkler system in conjunction with the installation of landscape work in the contract. During the contract, the Contractor shall have a qualified foreman, well versed in all aspects of irrigation work, continuously on the job.

3. The Contractor shall be responsible for locating all underground services which may affect the work and immediately repair any damage to the satisfaction of the Owner's Representative at no cost to the Owner.

4. The Contractor is responsible for obtaining all necessary permits for electrical and plumbing connections as may be required. The Contractor shall be responsible for obtaining CSA approvals on parts or equipment if this is not provided by others.

5. The Contractor shall provide design and all the components of the irrigation system as specified on the approved shop drawings. Substitutions for alternative parts will only be considered if the Contractor submits a list of proposed equals to the Owner's Representative, in writing, prior to beginning work. Approval for design and/or rejection of substitutions will be provided to the Contractor in writing by the Owner's representative.

6. The Contractor shall guarantee the installation and operation of the irrigation system for a period of one (1) year from the date of final acceptance of the contract. This guarantee shall not override a manufacturer's guarantee on parts if it is for a longer period of time.

7. The Contractor shall be responsible for winterizing the system in the fall and starting the system the following spring as part of this contract.

8. The Contractor shall provide the Owner's Representative with an As-Built reproducible original drawing (equal in scale of the design drawing) of the completed system before final acceptance to the satisfaction of the Owner's Representative. The Contractor shall provide the Operations Manual for the controller(s) and any other information necessary for the regular operation or maintenance of the irrigation system.

A. PIPE AND FITTINGS

1. Irrigation main line pipe must be Sch. 40 PVC. Lateral lines 38mm (1.5") diameter and smaller shall be minimum Class 200 PVC pressure pipe, joined by solvent weld method or approved equal. All pipe shall be marked with manufacturer's name, material and pressure rating.

2. Irrigation fittings shall be minimum Schedule 40 PVC molded fittings.

3. Pipe for drip emitter zones or microjets shall be 100 psi. E.H.S. polyethylene irrigation tubing installed with stainless steel clamps as approved by the Owner's Representative. Completely flush entire piping system before installing emitters or microjets.

4. Irrigation pipe shall be laid in straight lines wherever possible, minimizing bends to prevent stress and pipe cracking. Pipe layout will be at the discretion of the Owner's Representative.

5. Pipe shall be buried a minimum of 400mm (16") below finished grade and trenches must be backfilled with sand or approved non-abrasive material. Stones over 15mm diameter must be removed from trenches and shall not be used as backfill.

B. VALVES AND WIRES

1. Wire burial shall conform to the B.C. Electrical Code and local regulations. Valve wires shall be installed in the irrigation main line trench wherever possible.

2. Control wires from automatic valves to controller shall be direct burial type TWU-40 minimum 14 gauge. The common neutral wire shall be white. Wire sizing for proper operation of the irrigation valves shall be the responsibility of the Contractor.

3. All manual and remote control valves, double check/backflow preventers, pressure reducing valves, water meters, filters, drain valves and blow-out connections must be installed in valve boxes flush with the finished grade, unless otherwise noted on the plan. Lockable plastic valve boxes must be approved by the Owner's Representative prior to installation.

4. All double check valves/backflow preventers, pressure reducing valves and manual gate valves shall be bronze construction ('Watts') or approved equal to conform to the local plumbing code.

C. SPRINKLERS

1. Pop-up sprinklers shall be mounted on triple swing joints equal in size to the inlet diameter of the sprinkler assembly. Sprinkler heads shall be set flush with finish grade and adjusted by the Contractor for maximum efficiency and minimum overspray.

2. Spray sprinklers on risers shall be installed on swing joints and shall be set plumb, approximately 300mm (12") above finished grade unless otherwise directed by the Owner's Representative. Risers shall be minimum Schedule 40 PVC. All spray sprinklers must include a filter screen.

3. Drip emitters shall be pressure compensating , self-flushing, with a discharge of 2.0 GPH. Set emitters slightly above finished grade for visual conformation of operation and ease of maintenance, unless noted otherwise on the plans.

4. Microjets shall be installed on poly riser extensions set 150mm (6") above finished grade. The location, layout and spray pattern of microjet heads shall be as noted on the plans or as approved by the Owner's Representative on site. The Contractor shall be responsible for providing full, head to head coverage as directed.

5. All drip emitter zones and microjet zones shall include a 3/4" diameter y-strainer filter, 3/4" diameter pressure regulation valve and 3/4" diameter isolation valve in a valve box with the zone control valve.

D. CONTROLLER

1. Mount irrigation controller(s) in location as shown on the drawings, or as directed by the Owner's Representative. Use an approved fastening method when connecting to a building wall, either interior or exterior. Any damage to the building wall or interior fixtures must be repaired immediately, at the expense of the Contractor to the satisfaction of the Owner's Representative.

2. The controller shall be hard-wired directly into the nearest suitable electrical service panel or electrical outlet in accordance with the B.C. Electrical Code requirements, and to the satisfaction of the Owner's Representative. The Contractor shall obtain all necessary permits, inspections and approvals from the local approving authority.

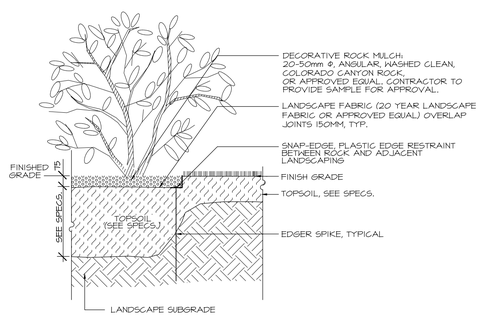
3. Interior Building Installation: mount the controller in a location as shown on the drawings and as approved by the Owner's Representative prior to installation.

4. Exterior Building Installation: mount the controller in a vandal proof, weatherproof, lockable, 3.2mm (1/8") steel box, of a suitable size for the irrigation controller. Finish the box with a minimum of 2 coats of rust inhibitive paint to match building colour or as directed by the Owner's Representative.

5. Exterior Remote Location: mount the controller in a vandal proof, weatherproof, lockable, painted pedestal cabinet or 3.2mm (1/8") steel box at a location as shown on the drawings. The Contractor shall provide a reinforced concrete pad on which to mount the controller, including suitable sized electrical conduits located through the pad for control wires.

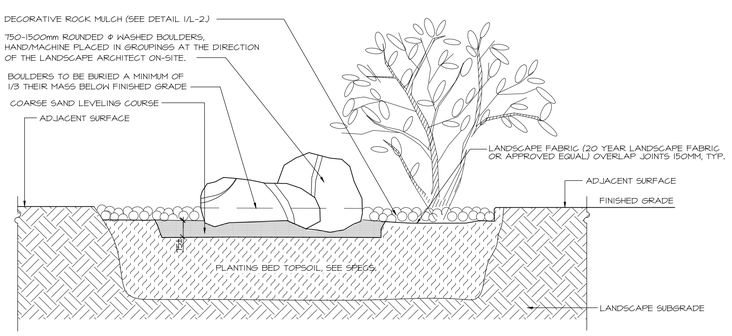
6. The Contractor shall prepare and submit shop drawings of any exterior controller installation, including the details of sizes, materials and construction methods for the weatherproof box to house the controller. Shop drawings must be approved by the Owner's Representative prior to construction or installation.

7. Connect valve wires to controller and provide approved electrical conduit fastened to the building wall to a minimum 450mm (18") below finished grade unless otherwise directed by the Owner's Representative.



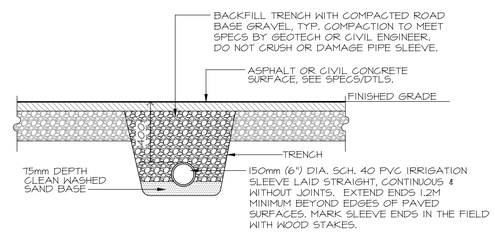
1 / L-3 DECORATIVE ROCK MULCH DETAIL

SCALE NTS



2 / L-3 BOULDER PLACEMENT & ROCK MULCH DETAIL

SCALE: N.T.S.



3 / L-3 IRRIGATION SLEEVE DETAIL

SCALE: N.T.S.

NO.	REVISION	DATE
09.	REISSUED FOR DP	02-11-22
08.	NEW SITE PLAN & DESIGN REVS.	02-02-22
07.	REISSUED FOR DP	12-24-21
06.	NEW SITE PLAN & DESIGN REVS.	12-10-21
05.	REISSUED FOR DP	09-13-21
04.	REISSUED FOR DP	08-13-21
03.	TOPO SURVEY & NEW SITE PLAN	08-06-21
02.	ISSUED FOR DP	05-07-21
01.	ISSUED FOR REVIEW	05-06-21

CONSULTANTS

L.A.West Associates (Kamloops) Inc.
Landscape Architecture Environmental Planning
104 -147 Victoria Street, Kamloops, B.C. V2C 1Z4
TEL: (250) 374-9831 FAX: (250) 374-1294

PROJECT TITLE

FOUR POINTS BY SHERATON
903 VERNON AVE. PENTICTON, B.C.

MUNDI HOTEL ENTERPRISES INC.

SHEET TITLE

LANDSCAPE DETAILS AND SPECIFICATIONS

DRAWN: RTV	DRAWING NO.: L-3
SCALE: SHOWN	
DATE DRAWN: MAY 2021	REPRODUCED/PLOTTED:

CropHealth Advising & Research
PO Box 28098, Kelowna BC
Office 250- 717-1898 www.crophealth.com

To:	Date:
TODD WHYTE **Parks Supervisor** **Penticton Parks Department**	**Friday February 18, 2022** *4 pages from Mario Lanthier*

RISK ASSESSMENT - WESTMINSTER AVE CORNER ALBERNI ST

Scope of work

A construction project may occur on a vacant property bordering city-owned trees on Westminster Avenue. The request was to inspect the trees and confirm they are worthy of preservation. The site was inspected on February 17.

Work conducted

Three trees were examined on February17. The trees are located on Westminster Avenue, starting at the intersection of Alberni Street and going west along the south side of Westminster Avenue towards “Hotel Penticton”.

The trees were visually examined from the ground using a Level 2 assessment, following procedures outlined in ANSI A300 - Part 9 “Tree Risk Assessment” (2011) and the International Society of Arboriculture “Best Management Practices: Tree Risk Assessment” (2011).

Observations

The trees are mature American elms in good condition. The part most likely to fail would be a mid-size branch breaking during a wind storm (under 15 cm diameter).

Risk rating is “Low” for hitting pedestrians on the sidewalk (occasional use) or vehicles on the road (frequent use but minor consequence from a branch falling).

Mario Lanthier
Certified arborist, International Society of Arboriculture (PN-0964A)
Tree Risk Assessment Qualification (TRAQ), International Society of Arboriculture, renewed 2019
Members of the B.C. Landscape Nursery Association
Western Canada Turfgrass Association - Canadian Nursery Landscape Association
International Society of Horticultural Sciences - International Society of Arboriculture

TREES EXAMINED: LOCATION AND HAZARDS

Above: Three trees were examined along Westminster Ave, going west from Alberni St. The trees were numbered during a previous inventory, a round metallic tag on the north side of the trunk, showing S14 (most west), S15 and S16 (closest to Alberni St).
To the left of the picture (south) is the vacant lot subject to construction activity.

Right: Targets include vehicles on the road (frequent use), pedestrians on the sidewalk (occasional use) and street lamp posts (constant use and under the tree canopy).

Above: Overall risk rating is “low”.

Left: All trees are American elms (*Ulmus americana*).
Failure is “probable” for branches falling during a wind storm, size < 15 cm diameter.

Right: Distance to target would be up to 5 metres.
Likelihood of impact would be “low” for pedestrians (few use this sidewalk, even during summer months) and “medium” for vehicle traffic (there is no parking on this street).
Consequences would be “significant” if hitting a pedestrian and “minor” for a vehicle.

TREES EXAMINED

Above left: Tree S14 (closer to Hotel Penticton).
The tree is 20 m tall, 77 cm diameter, crown spread of about 22 m, in good condition.
Right: Tree S16 (closest to Alberni Street).
The tree is 15 metres tall, 88 cm diameter, with a crown spread of about 12 metres.
The tree appears in good condition with normal growth for the species and age.

Above: Tree S15 on the south side of Westminster Ave West.
Left: The tree is 11 m tall, 71 cm diameter, spread about 10 m, in good condition.
The tree has a strong lean towards the south. Subsequent growth has self-corrected.
This condition has been present for numerous years. The condition appears stable.
Right: A ring of wood circling the trunk is visible on all elms on this street.
Cause unknown. This may be reaction wood from grafting at the time of propagation.

DETAILS ON THE RISK ANALYSIS

Risk rating is “Low” for pedestrians on the sidewalk and vehicles on the road.

Failure within 1 year	Likelihood of impacting target			
	Very low	Low	Medium	High
Imminent				
Probable		Pedestrians: Probable likelihood for branch breaking in wind	Car traffic: Probable likelihood branch breaking in wind	
Possible				
Improbable				

Failure + Impact	Consequences			
	Negligible	Minor	Significant	Severe
Very likely				
Likely				
Somewhat likely		Low risk for cars		
Unlikely			Low risk for pedestrians	

Definitions

Likelihood of failure is based on normal weather conditions in the coming year. Failure is “possible” when unlikely to occur and “probable” when it is expected to occur.

Likelihood of impact is based on use of the site. Likelihood is “low” when it is not likely the failed part will impact the target and “medium” when the failed part may or may not impact the target. “High” means the failed part “most likely” will impact the target.

Consequence is defined as personal injury, value of the damaged property or disruption to normal activities.

Limitations of report

Trees always present a certain level of risk. The “risk assessment” determines whether a tree failure would cause an unacceptable degree of damage. The site manager must determine what level of risk is acceptable.

There is a limitation to the merit of our observations. The assessment was done without root excavation or testing of underground conditions. Trees are living structures and conditions may change over time. A new assessment may be required after unusual weather. Trees not covered in this report were not examined.

CropHealth Advising & Research
PO Box 28098, Kelowna BC
Office 250- 717-1898 www.crophealth.com

To:	Date:
TODD WHYTE **Parks Supervisor** **Penticton Parks Department**	**Friday February 18, 2022** *7 pages from Mario Lanthier*

TREE PROTECTION DURING CONSTRUCTION ON WESTMINSTER AVE

Background

A construction project is proposed on a vacant property at the corner of Westminster Avenue and Alberni Street. This report documents steps to be taken during the project to protect the City-owned trees growing along Westminster Avenue.

On February 17, a risk assessment was conducted for three trees bordering the proposed construction on Westminster Avenue. The trees were found to be worthy of preservation.

Relevant standards

The City of Penticton "Tree Protection Bylaw" (2001-26) "*prohibits the removal, destruction, trimming or cutting of any City trees without the permission of the Parks Supervisor. This Bylaw requires that fencing be installed at the dripline of trees, as per the guidelines below, during excavation or construction of any building structure*". The property owner is responsible for the condition of the landscaped portion of the boulevard adjacent to the property.

This report follows procedures in the American National Standard ANSI A300 – Part 5 "Management of Trees and Shrubs During Site Planning, Site Development, and Construction" (2005), and the International Society of Arboriculture "Best Management Practices - Managing Trees During Construction" (2016).

More information on this topic can be found in a publication of Oregon State University at https://catalog.extension.oregonstate.edu/sites/catalog/files/project/pdf/em8994.pdf.

Mario Lanthier
Certified arborist, International Society of Arboriculture (PN-0964A)
Tree Risk Assessment Qualification (TRAQ), International Society of Arboriculture, renewed 2019
Member of the B.C. Landscape Nursery Association
Western Canada Turfgrass Association - Canadian Nursery Landscape Association
International Society of Horticultural Sciences - International Society of Arboriculture

TREE MANAGEMENT

A large number of mature elms create a tree corridor along Westminster Avenue West from Riverside Drive to Power Street, then extending south onto Power Street. The three mature elms in front of the proposed development are part of this corridor.

Safety

Tree maintenance should be conducted only by arborists or trainees following recognized industry practices for tree care and safe work practices.

Location

The subject trees are growing on City property between the existing sidewalk and the proposed development. The trees are located on the south side of Westminster Avenue West, between Alberni Street and the Hotel Penticton. The trees are affixed on the north side of the trunk with a round metallic tag showing numbers S14 (closest to Hotel Penticton), S15 and S16 (closest to Alberni Street).

The "Landscape Plan" prepared by L.A. West Associates (Kamloops) Inc., dated May 2021, shows the trees at their current location.

Description

All three trees are American elms (*Ulmus americana*).
This species has "moderate tolerance" to development impacts [1] and "high adaptability" to environmental changes [2].
- Tree S14 (closest to Hotel Penticton) is 20 metres tall and 77 cm trunk diameter.
- Tree S15 is 11 m tall and 71 cm trunk diameter. This tree shows a lean of the trunk but all growth is self-corrected and the condition appears stable.
- Tree S16 is 15 m tall and 88 cm diameter.

Conservation rating

All three trees have "good" suitability for conservation.
The trees show normal growth and health for the species and the age. There is no structural defect that would require abatement measures. Although fully mature, the trees have the potential for longevity at this site.

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[1] Matheny N. and J.R. Clark. 1998. Trees and Development – A Technical Gide to Preservation of Trees During Land Development. International Society of Arboriculture. Champaign IL. p178
[2] Dennis C. and W.R. Jacob. 2020. Protecting Trees During Construction. Colorado State University Extension. Fact Sheet NO 7.420. At https://extension.colostate.edu/topic-areas/yard-garden/protecting-trees-during-construction-7-420/

Limits of construction

Construction activities will impact the trees in the following ways.

- Removal of current paving material (asphalt) to the edge of the lawn area;
- Excavation of soil and construction of two buildings with walls that will be at the edge of the current canopy spread for trees S15 and S16;
- Construction of a paved driveway to the east of tree S16 to access the rear parking lot;
- Construction of a patio and/or pathway (with paving stone or stamped concrete) to the east of tree S14 and between trees S15 and S16, but outside of the tree driplines;
- Installation of landscape plantings (shrubs, perennials and ornamental grasses) on the private property but within the dripline of all City trees.

Effects on the trees

Based on the trunk diameter of the subject trees, the City of Penticton standard is to protect an area in a circle around the tree with a radius 4.5 to 5 metres from the trunk. For this project, this circle would interfere with construction activities. This report is recommending a protection zone in a rectangle shape that follows the current lawn area along the sidewalk, where tree roots are most likely currently found.

Construction effects on the subject trees should be minimal provided the current “Landscape Plan” is respected and no work activity is conducted close to the trees.

The plans reviewed do not specify grading, drainage or installation of irrigation. It is not possible to comment on roof overhead that may extend into the tree canopies.

Recommendations for the City

- The three American elms are recommended for retention.
- Prior to construction, remove lower branches that will interfere with building activity.
- During construction, the site should be visited regularly to review on-going concerns of contractors and to ensure the integrity of the “tree protection zone”.
- During dry periods of summer months, the trees should be washed with water to remove construction dust from the leaves that may impair photosynthesis.

Recommendations for the developer

- Prior to the start of construction, a “tree protection zone” must be installed to enclose the current lawn area. Details are found later in this report for the design of fencing.
- Sub-contractors must be informed that no activity is allowed within the “tree protection zone”’, including lunch tables, storage of materials or driving of machinery.
- No recommendation is made for changes to the submitted landscape plan.

SUBJECT TREES

Above left: The trees discussed in this report are mature elms along Westminster Ave. The planned construction is to the left on the picture, on the lot currently vacant.

Above right: The lawn area should be fenced to create a “tree protection zone”. The lawn area is 5.5 m wide, narrower than the tree canopy (12 to 20 m), but longer.

Above left: Person standing in the vacant lot next to the middle tree (S15).
Based on the submitted plan, the person is at the outside wall of the proposed building.

Right: Person standing in the lawn area, east of tree closest to Alberni St (S16).
Based on the submitted plan, the person is located at the edge of a proposed driveway.

TREE PROTECTION FENCE

Prior to the start of demolition or construction, a “tree protection fence” must be installed to prevent damage to trees during the construction project.

- The fence must be installed at the edge of the existing lawn area and enclose the three mature elm trees growing along Westminster Avenue.
- The fence must be made of study material such as chain link, wire mesh or wood with standard 2x4 pieces cross-braced with snow-type fencing.
- The fence must be 1.2 to 1.8 m high (4 to 6 feet) and solidly anchored to the ground.
- Signs must be installed on the fence, directed at construction workers, clearly stating “Tree Protection Area – Do Not Enter”, or words to that effect.
- The fence and the sign must remain in place for the duration of the construction.

Above: Examples of suitable fencing made from chain link, 4 to 6 feet high, anchored.

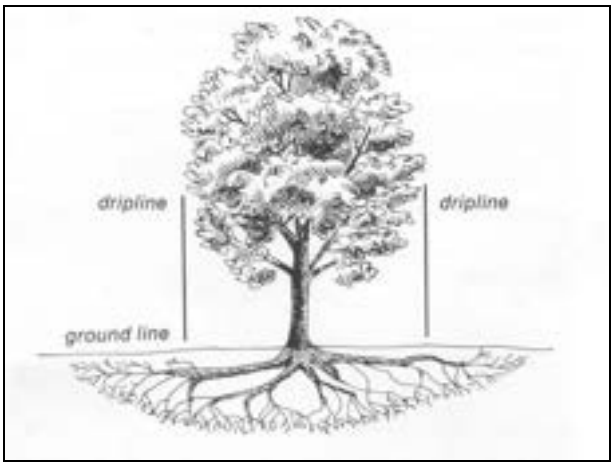
Above left: Example of suitable fencing made from 2x4 wood and snow-fencing.
Right: Example of sign to be installed on the fencing to instruct construction workers.

PROHIBITED ACTIVITIES NEAR THE TREES

The construction activities must limit damage to tree parts above-ground and below-ground. Any work within the fenced area, either above ground or below ground, must be discussed and approved in writing by a city representative.

- Construction workers must be instructed to avoid activities within the fenced area.
- The fenced area must be maintained clear of building materials, fill soil, equipment, not be used for storage of equipment and not to be used for tables and chairs.
- The construction activities must avoid direct injury to tree trunks; compaction of soil by driving equipment over the lawn area; lowering of the soil grade; accumulation of fill soil over the lawn area; or pruning of branches without direction by a city representative.

Above: Examples of activities not allowed inside the fenced area.
Left: Permanent storage of tools. Right: Use of area by workers.



Above left: Most tree roots important for uptake of water and food are found in the top 15 to 30 cm of soil and extend to an area just past the dripline from the tree canopy.
Right: Use of equipment close to the tree will cause soil compaction and root damage.

RECOMMENDATIONS TO THE CITY

All measures intended to protect the city trees should be written into the construction specifications and reviewed with the construction crews. Fines and penalties for violations should be built into the specifications. The severity of the fines should be proportional to the potential damage to the trees.

The trees proposed for protection are large mature elms. Such trees cannot be easily replaced. Removal and replanting would impact the tree corridor on this street.

Above left: Branches low on the trunk should be removed ahead of construction.
The branches are of minor importance for the trees and will interfere with construction.
Right: During dry periods of summer months, the trees should be washed with water.
The intent is to remove construction dust from the leaves that impair photosynthesis.

Above: Two insect pests will require maintenance in proximity of the proposed buildings.
Left: Elm leaf beetle adults feed on foliage during June, sometimes again in September.
The adults hide during winter months, either under rocks, debris or on building walls.
Right: European elm scale has been a problem on the subject trees.
When present in large number, honeydew drippings accumulate on the ground below.
Management requires spraying in June and July.

Parking plan

907 Creston Avenue for 9 parking spaces from 903 Vernon Avenue Tourist Accommodation

Attachment B – License to Use Agreement

penticton.ca

LICENSE TO USE AGREEMENT

Nature of Agreement:	License to Use	File No.: 4320-80
Particulars:	Use of 9 parking spaces at the City owned parking lot at 907 Creston Avenue, Penticton, for parking purposes of the hotel guest of the Four Points by Sheraton Penticton located at 903 Vernon Avenue, Penticton.	

THIS AGREEMENT dated for reference the 20 day of June, 2023.

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:

MUNDI 4 POINTS ENTERPRISES INC., BC1243298,
a company registered under the laws of the Province of
British Columbia with its registered and records office located at
300-350 Lansdowne Street, Kamloops, BC V2C 1Y1

(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 described in Schedule A attached hereto (hereinafter referred to as 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 enter onto the Licensed Area for the purposes described in the Management Plan attached hereto as Schedule B (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.

2. Duration

2.1 This agreement and the rights granted shall be for a term of **three (3)** years commencing on July 1, 2023 (the "**Commencement Date**") through to June 30, 2026 unless cancelled in accordance with the terms of this agreement.

2.2 This agreement includes a provision for renewal for two (2) additional terms, each term being three (3) years, upon mutual agreement by the City and the Licensee of the terms and conditions.

3. License Fee

3.1 The Licensee shall pay to the City a one-time documentation fee of **$250.00 plus GST**.

3.2 On the Commencement Date and annually thereafter, the Licensee shall pay to the City, the amount of **FIVE THOUSAND FIVE HUNDRED EIGHT 00/100 ($5,508.00) DOLLARS** plus **GST** (the "**License Fee**")**.**

3.3 On each and every anniversary date of the Commencement Date thereafter during the term of this agreement, the License Fee shall be adjusted by an amount equivalent to the change in the current amended City of Penticton Fees and Charges Bylaw no. 2014-07 Appendix 18 - Parking.

3.4 The Licensee shall be responsible for the City's cost of the installation of the signage designating the spaces in the parking lot.

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;

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.

i) to the extent necessary, this covenant shall survive the expiration or cancellation of this agreement;

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 **THREE MILLION ($3,000,000.00) 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.

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

l) notwithstanding subsection j) of paragraph 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 paragraph 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 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 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.

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.

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 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**:

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

To the **Licensee**:

Mundi 4 Points Enterprises Inc.
300-350 Lansdowne Street
Kamloops, BC V2C 1Y1

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.

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.

(*this space left intentionally blank)*

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:

_____
Julius Bloomfield, Mayor

_____
Angie Collison, Corporate Officer

MUNDI 4 POINTS ENTERPRISES INC.
by its authorized signatory(ies):

_____
Print Name:

_____
Print Name:

SCHEDULE A
LICENSED AREA

Use of 9 parking spaces at the City owned parking lot at 907 Creston Avenue, Penticton, for parking purposes as shown outlined in red below and legally described as:

Lot 1 District Lot 366 Similkameen Division Yale District Plan 4970 Except Plan KAP87244

SCHEDULE B
MANAGEMENT PLAN

1. **Purpose**

The Licensee shall have the use of the Licensed Area shown outlined in red and described in Schedule A for parking purposes of the hotel guest of the Four Points by Sheraton Penticton located at 903 Vernon Avenue, Penticton.

2. **Special Provisions**

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

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

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

2.4 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.

Attachment C – View of parking lot and spaces

Attachment C

903
30
Albemarle St

Council Report

penticton.ca

Date: June, 20, 2023 File No: 5605-30
To: Donny van Dyk, Chief Administrative Officer
From: Len Robson, Public Works Manager

Subject: **Disaster Mitigation and Adaptation Fund – Ellis #2 Dam Upgrades – Grant Application**

Staff Recommendation

THAT Council direct staff to apply for the Disaster Mitigation and Adaptation Fund grant in the amount of $3.9 million (40% of the total estimated cost) for the purposes of rehabilitating the deficiencies that exist at the Ellis #2 Dam;

AND THAT Council supports the project and commits to its share of (currently estimated at $5.9 million) of the project, as well as any cost overruns;

AND FURTHER THAT Council authorize the Director of Finance and Administration to sign and submit the grant application.

Strategic priority objective

Safe & Resilient: The City of Penticton will enhance and protect the safety of all residents and visitors to Penticton.

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

Background

The Ellis #2 Dam is situated at the head of the South Ellis Creek, and is used by the City of Penticton to supply and control water for the Ellis (south) Irrigation system as well as manage flows in Ellis Creek for flood protection purposes. The water retaining dam is several decades old and the original construction date is unknown. Remedial work to improve the dams structural stability and seepage concerns was undertaken in 1989 and again in 2004.

Following a Dam Safety Review undertaken in 2014, further upgrades are now required to address the possibility of failure that may result from earthquake vibrations, and to increase the discharge capacity for updated design floods. These upgrades are required by the Ministry, are not optional, and have been budgeted in the City's financial plans accordingly.

Staff have engaged a professional engineering firm to commence with the various studies and design processes required to develop a cost effective design to address the dam's deficiencies. The preliminary design is currently in the final stages and is being prepared for first review by the Ministry's Dam Safety Branch. Detailed designs and permitting will commence in 2023 / 24 with the goal of proceeding to construction in the fall of 2025.

While working through the preliminary design, staff became aware of a grant program through the Disaster Mitigation and Adaptation Fund that is well suited for this project, and this report brings forward the required Council resolution to submit an application to this grant fund.

Financial implication

The likely cost of this project is still unknown given the current design status. However, to ensure the City applies for the most appropriate amount of grant funding (if successful you cannot increase the estimated costs, but you can decrease them), staff are recommending using an estimated cost of $9.8 million for the Ellis 2 Dam rehabilitation. The City's 2023-2027 Financial Plan includes $4 million for this project, currently slated to be funded through debt financing. This updated cost would be included in the capital plan with a revised funding strategy and included during the 2024 budget deliberations. It will also be adjusted as the project details are refined, and as funding sources (including this, or other grant opportunities) are determined.

The Disaster Mitigation and Adaptation Fund will fund projects aimed at reducing the socio-economic, environmental and cultural impacts triggered by natural hazards and extreme weather events taking into consideration current and potential future impacts of climate change in communities and infrastructure at high risk.

In 2018, the Government of Canada launched the DMAF, committing $2 billion over 10 years to the program. In Budget 2021, an additional $1.375 billion in federal funding over 12 years was announced to renew the DMAF. As part of the National Adaptation Strategy, in November 2022, the DMAF received an additional $489.1 million over 10 years in funding, which will further support communities across Canada.

Should the City be successful, the funding arrangement for this grant is as follows:

- Government of Canada Up to 40%
- Local Government 60%

Climate Impact

The upgrade design for this dam takes into account the effects of Climate Change for both flooding and drought conditions and has been designed to address these impacts.

Analysis

Ellis #2 Dam is a critical part of the City of Penticton's flood control and agricultural water supply infrastructure. The most recent Dam Safety Review has identified that the dam is in need of an upgrade to ensure it meets the associated regulations as identified in the Dam Safety Regulation administered by the Province of BC.

Application for the Disaster Mitigation and Adaptation Fund grant could result in a cost sharing arrangement between the Federal Government and the City of Penticton for the funding for this project.

Alternate recommendations

N/A

Attachments

N/A

Respectfully submitted,

Len Robson, AScT

Public Works Manager

Concurrence

Director of Finance and Administration	GM of Infrastructure	Chief Administrative Officer
AMC	*KD*	DvD

Council Report

penticton.ca

Date: June 20, 2023 File No: 1850-01
To: Donny van Dyk, Chief Administrative Officer
From: Amber Coates, Financial Analyst & Jeff Plant, Sport and Event Supervisor

Subject: **Updated Municipal Grant Policies**

Staff Recommendation

THAT Council approve Municipal Grants Policy CP#2023-06, replacing Municipal Grants Policy CP#2020-02;

AND THAT Council approve Municipal Special Events Grants Policy CP#2023-07, replacing Municipal Special Events Grants Policy CP#2020-04;

AND THAT Council approve City Manager Grant Approval Policy CP#2023-08, replacing Chief Administrative Officer Grant Approval Policy CP#2020-03.

Strategic priority objective

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

Background

At the Regular Council Meeting on April 3, 2023, Council passed two resolutions regarding the City's municipal grant program. Resolution 158/2023 directed staff to conduct a comprehensive review of the grant funding process to identify areas for improvement. The goal is to enhance the quality of the grant application process and ensure that it aligns with the city's goals and objectives.

Resolution 160/2023 directed staff to provide an alternative to the yearly grant application process for organizations such as the city property use applicants, where the provision of longer term funding may be desirable. This process aims to streamline the grant application process while still meeting the City's objectives to improve the well-being and quality of life of the community and its residents through its grant program.

Financial implication

The proposed changes to the policies will not affect the City's overall funding for organizations under the municipal grant program. However, organizations participating in the long-term funding pilot program will

have their budget line item moved from the municipal grants schedule to the liaison department's schedule. The outcome of funding agreement discussions may lead to adjustments in previous funding levels, which will have an impact on the liaison department's budget schedule.

Analysis

Upon review of the overall municipal grant program and potential for the provision of longer term funding, the following changes to the City's municipal grant program are proposed:

Municipal Grants Policy:

- Terminology added requiring organizations demonstrating a surplus in prior year financial statements to provide additional information regarding the intended use of available surplus funds. This is in addition to the requirement to provide details on budgeted surplus for the current year operations.
- Terminology added to provide clarity in Council's discretion in the provision of grant funds that the provision may be approved on a one-time or seed funding basis.
- New section for the provision of longer-term funding agreements on a two-year pilot program basis for organizations occupying and providing maintenance to particular City-owned facilities or property as an alternative to the annual municipal grant process. During the pilot process, select organizations will be contacted to participate in the initial trial of the program.
    - At the conclusion of the pilot program, Council will evaluate the outcome and determine whether to continue with the implementation and if any adjustments to the program are needed.
- Housekeeping updates to City positions and departments as required.
- In-year intake program updated to two specific time frames, April and July of each grant year.

Municipal Special Events Grants Policy:

- Terminology added to include criteria that the event create opportunities for community engagement; resident accessibility inferred in the inclusive criteria.
- Terminology added to events and expenses ineligible for funding to reference charitable donations for other organizations.
- Housekeeping updates to City positions and departments as required.
- Terminology added to provide clarity in Council's discretion in the provision of grant funds that the provision may be approved on a one-time or seed funding basis.
- New section for the provision of longer-term funding agreements on a two-year pilot program basis for organizations conducting community events as an alternative to the annual municipal grant process. During the pilot process, select organizations will be contacted to participate in the initial trial of the program.
    - At the conclusion of the pilot program, Council will evaluate the outcome and determine whether to continue with the implementation and if any adjustments to the program are required.
- In-year intake program updated to two specific time frames, April and July of each grant year.

City Manager Grant Approval Policy:

- Housekeeping updates to City positions and departments as required.
- Increased flexibility in the approval of nominal time-sensitive grant requests.
- Match approval authorization levels for cash and in-kind to the City's current Procurement Policy so long as existing budgets are not impacted.

Alternate recommendations

THAT Council direct staff to continue with the current Municipal Grants Policy CP#2020-02;

AND THAT Council direct staff to continue with the current Municipal Special Events Grants Policy CP#2020-04;

AND THAT Council direct staff to continue with the current Chief Administrative Officer Grant Approval Policy CP#2020-03.

Attachments

Attachment A – Municipal Grants Policy CP#2023-06

Attachment B – Municipal Special Events Grants Policy CP#2023-07

Attachment C – City Manager Grant Approval Policy CP#2023-08

Attachment D – Municipal Grants Policy CP#2020-02

Attachment E – Municipal Special Events Grants Policy CP#2020-04

Attachment F – Chief Administrative Officer Grant Approval Policy CP#2020-03

Respectfully submitted,

Amber Coates
Financial Analyst

Jeff Plant
Sport and Event Supervisor

Concurrence

Director of Finance & Administration	General Manager of Community Services	Chief Administrative Officer
AMC	AH	DvD

Council Policy
CP#2023-06

penticton.ca

Category: **Finance**

Subject: **Municipal Grants Policy**

Purpose

The purpose of the municipal grant program is to improve the well-being and quality of life of the community and its residents, through financial assistance to non-profit community based organizations which provide meaningful programs and services in the arts, culture, heritage, recreation, sport, environment, health, and social services areas.

Scope

This policy applies to community based not for profit organizations seeking a municipal grant.

Policy Statement

The goal of this policy is to establish open and transparent guidelines for the evaluation and distribution of City of Penticton municipal grants, respecting the City's limited financial resources available for this purpose.

Eligibility Criteria

To be eligible for municipal grants from the City of Penticton, organizations must clearly demonstrate meeting the following criteria:

- Not-for-Profit Status (in good standing)
- Community Based
- Accessible to All Residents
- Additional Funding Sources Sought
- No Duplication of Existing Programs/Projects (without proof of excess demand)
- Financial need (as evidenced through budgeted surplus/deficit)

If the organization is forecasting a surplus, or demonstrates a prior surplus in their financial statements, the intended use of any surplus funds must be explained in the application.

Consideration will be given towards the nature of the service being provided to the community and the responsibility for funding the service. Council retains discretion to provide or decline funding to organizations that are considered to be a Provincial service, and to designate one-time or seed funding.

Categories

It is recognized that community organizations contribute significant value to the City. Given the wide variety of organizations and their missions, it is inappropriate to assess value using a "one-size-fits-all" approach. The City asks organizations applying for municipal grants to self-identify in one of the following categories:

- Arts, Culture & Heritage
- Health, Safety & Social Services
- Parks, Recreation & Sport

The City determines in its evaluation whether organizations are eligible for annual funding. Consideration for grants will be given to organizations that enhance community services.

Applications for Special Events can be made under the Municipal Special Events Grant Policy.

Longer-Term Funding Agreements (Two Year Pilot Program)

It is recognized that some community organizations are providing a service to the City by occupying and providing maintenance to particular City-owned facilities or property, where a longer-term funding agreement may be more appropriate than an annual municipal grant.

A two (2) year pilot program will be in effect for the 2024 and 2025 grant years, where select organizations may enter into two (2) year funding agreements with City administration in lieu of annual municipal grant applications. At the conclusion of the pilot program, Council will evaluate the outcome and determine whether to proceed with a full implementation.

Evaluation Criteria

Organizations requesting assistance will be evaluated by the following outcomes:

Community Value:
- Number of Participants/Residents and Volunteers
- Number of Partners (letters of support, list of donations)
- Number of Sponsors (total budget/total grant request)
- Demonstrated Need for This Service Within the Community

City Value:
- Alignment with City Priorities
- Past Performance
    - City Recognition
    - Report Submission

  Assistance (Lease/License, Maintenance, Rent, Tax) from City and/or to Partners

Category Value (Based on Organization-Identified Outcomes):
- Arts, Culture & Heritage
- Health, Safety & Social Services
- Parks, Recreation & Sport

The City may use additional criteria or other considerations during the evaluation process. The City reserves the right to award or decline municipal grants at its discretion.

Additional Assistance

Organizations must disclose in their application other forms of financial assistance they receive from the City, whether that assistance is in the form of cash, value in-kind, leases or licenses to use, maintenance, rent, tax exemptions or other forms. Organizations offering donations or other forms of financial assistance to partner organizations as a result of City-assisted programs or projects must provide a list of past or potential recipients as part of their application.

The City may adjust an award based on additional assistance when municipal grants are allocated.

Approvals

The application and reporting out forms must be submitted by the authorized representative of the organization acknowledging that the applicants have fully read and understand the policy conditions and agree to be bound by them and that the information included in the application or report is true and correct to the best of their knowledge and that all completed applications, reporting out forms, and correspondence must be completed in the City's grant software program.

Related Policies and Legislation

City Manager Grant Approval Policy CP#2023-08
Municipal Special Events Grant Policy CP#2023-07
Community Charter Section 25

Approval History			
Previous revisions/replaces: Municipal Grants Policy CP#2020-02			August 18, 2020
Approved by Council on:		Resolution No.:	

Certified Correct:

_____

Angie Collison, Corporate Officer

Attachments:

Attachment A: Policy Conditions
Attachment B: Procedural Considerations

Policy Conditions

By submitting an application through the grant process, applicants required to agree are agreeing to the following conditions:

1) Certification that, to the best of the applicant's knowledge, the information provided in this application is accurate and complete and endorsed by the organization he or she represents. If the organization receives a municipal grant it acknowledges and agrees to the conditions set out in the policy and to any other conditions approved by Council.

2) Applications for municipal grants must be submitted on the fully completed standard grant application forms using the City's grant software. At the discretion of the City, partially completed applications may be delayed or declined. This includes but is not limited to formal financial statements. In all cases where the application form is not fully completed, the applicant can provide an explanation for the incomplete application and the Chief Financial Officer will adjudicate whether the application will be accepted.

3) Public notification for municipal grants commences three weeks prior to the application deadline. The application deadline for municipal grants is September 30, or 4 pm on the last business day before September 30, of each calendar year and applications must be received by the deadline. The City reserves the right to change or extend the application deadline as required. Applications received after the deadline will not be considered.

4) Under paragraph 25(1) of the *Community Charter* assistance may not be granted by the City to an industrial, commercial or business undertaking except under a partnering agreement. **Applications for partnership agreements can be made from in the City's grant software program during the main intake period.**

5) The receipt of leases, licences to use, maintenance, permissive tax exemptions or rent may impact the amount an organization is eligible for in community grants. It is hereby understood that the organization has disclosed any lease, license to use, maintenance, permissive tax exemption or rent it or an affiliated organization has or is receiving from the City. Failure to disclose may result in disqualification of the applicant.
    a. Provided they have disclosed all assistance from the City, organizations in good standing may annually apply for a municipal grant to cover or offset a lease rate, license fee, maintenance costs or operating/rent costs.

6) In the event that grant funds are not used for the project/program indicated in the application the organization hereby acknowledges that:

    i) If all or part of the funds remains unspent, the funds must be returned to the City to the attention of the Grant Administrator.

    ii) Subject to the next paragraph, if funds have been expended inappropriately or for a purpose other than the program/project indicated in the application, Council may at its discretion disqualify the organization from all subsequent lease, license to use, rent, tax exemption, cash or in-kind assistance from the City.

7) In the event the organization makes changes to the program/project indicated on the application for which the grant has been provided, written notification must be forwarded prior to the change to the City of Penticton to the attention of the Grant Administrator.

8) The organization must make, and continue to make, attempts to secure funding from other sources as indicated in the application.

9) The organization will keep financial records which meet generally accepted standards of good business practice. For the purpose of this policy, the determination of those standards will be wholly at the discretion of the City of Penticton or its auditors. The organization's financial records must be made available to the City or its auditors as may be requested from time to time. If, upon examination of the financial records, they are deemed inadequate the City may at its discretion:

   i) Direct remedial action with respect to the financial record keeping;

   ii) Deem the grant to be void and demand the funds be returned immediately to the City of Penticton to the attention of the Grant Administrator.

10) i) Grant recipients must acknowledge funding support from the City of Penticton in all communications materials, media coverage, and verbal promotion pertaining to the program/project being supported by the grant. Evidence of acknowledgement must be included in the reporting out form.

    ii) Grant recipients agree that all related communications materials, including signs, websites, posters, etc. will contain a visible and current City of Penticton logo. Current logo files are available through the Communications & Engagement Department and must be used in accordance with the City's Visual Identity Standards manual. The City of Penticton logo should only be used in reference to the program/project supported by grant funding.

    iii) Grant recipients are encouraged to tag the City of Penticton in social media posts (Facebook, Instagram, Twitter) in recognition of grant support.

    iv) For all promotion, communications and acknowledgement of the City, the primary contact with the City is the Communications & Engagement Department.

11) Notwithstanding the previous section, the program/project may not be represented as program/project hosted by the City of Penticton, nor may the organization hold itself out as an agent of the City of Penticton in any way.

12) The City of Penticton reserves the right to use any information related to the organization and the grant assistance to the organization in its promotions and advertising. The use of any such information will be at the discretion of the City and may be done so upon notification to the organization by the City.

13) The organization will complete and submit a reporting out form no later than October 31, or 4 p.m. on the last business day before October 31, of the year in which grant assistance was provided. Organizations shall include a copy of externally prepared financial statements along with their reporting out form. If the program/project is not complete within six weeks of the deadline, the organization may before the deadline request an extension to the City of Penticton to the attention of the Grant Administrator.

14) Based on the results reported in the form, the City may at its discretion discontinue funding and any other assistance to the organization for any time period.

15) Advances of grant funds must be requested via the City's grant software program. **For greater certainty, cash grants will not be forwarded in the absence of a request by the organization that the funds be advanced or a reporting out form from prior years**. The City at its discretion may determine that funding will be forwarded by a series of two or more instalments.

16) With respect to value in-kind grants, where the value of facilities used by the organization exceeds the amount approved as the in-kind portion of the grant assistance, the organization hereby acknowledges that the City will invoice the organization for the difference and the organization is liable to pay the amount invoiced.

    a. Examples of in-kind grants include but are not limited to:
        i. Use of City facilities (Community Centre rooms, Library/Museum Auditorium, etc)
        ii. Rental of City parks including misc rentals (bleacher, tables, etc.)
        iii. City fees (Road closure permits, season licence fees, etc.)

    In-kind grants are valued either at actual cost (labour) or the value as set out in the City's current Fees and Charges Bylaw.

17) All grants are subject to all requirements specified in this policy and are also subject to the following additional guidelines:

    i) Consideration may be given to requests submitted by a non-Penticton community organization if its membership includes Penticton residents;

    ii) No consideration shall be given to requests to waive or reduce a development cost charge.

    iii) Requests for grants for subsequent years property taxes will be referred to the Permissive Tax Exemption process

    iv) In-Year Grant applicants are expected to apply during the annual intake for continued funding for subsequent grant requests. Applicants applying through the in-year intake for a second year may be delayed and referred to the main intake.

18) All documentation submitted to the City as part of the municipal grants process becomes the property of the City, will not be returned to the applicants and will be retained by the City at its discretion. The City acknowledges that information submitted may be proprietary to the applicants and is confidential. All submitted information shall be treated as confidential and retained securely as provided by in the Community Charter.

19) The City may at any time enter into an agreement with a qualified community foundation for the purpose of managing municipal grants on its behalf. Pursuant to any such agreement, this may be done for all or part of the funds the City has budgeted for grants as part of its annual budget for any particular year.

20) Where the value in-kind portion of a municipal grant includes facility or amenity, the City reserves the right at any time to substitute an appropriate alternative facility, amenity or dates at its sole discretion.

Procedural Considerations

How to Apply

The City will offer separate intakes for municipal grant applications, a main intake that will be approved in relation to the financial plan deliberation process and an in-year intake available for any grants that were not submitted during the main intake. All grant requests through the main intake will be for the upcoming calendar year. All grant requests made during the in-year intake will be for the City's current budget calendar year. Grant requests for future years will not be considered in advance. All cash grants and in-kind grant requests over $500 must be submitted through the formal grant application process. For in-kind grant requests under $500 please email grants@penticton.ca.

Main Intake:
Eligible community groups must complete an application form and submit with all required documentation by the deadline of September 30. **Incomplete or late applications may not be considered by the City**. The City reserves the right to change or extend the application deadline as required. Applications and documentation can be submitted electronically using the City's grant software.

The City notifies the public as to the availability of municipal grants at least three weeks prior to the application deadline. Questions about the application process can be directed to the City of Penticton Grant Administrator at (250) 490-2423.

In-Year Intake:
In-year grant requests must be initiated by submitting an application online with all required documentation using the City's grant software, unless they are for in-kind requests less than $500. In-year intake periods will be made available April and July of each year. **Incomplete applications may not be considered by the City.** Some cash and in-kind requests may be approved by the City Manager consistent with the City Manager Grant Approval Policy. All other requests will be approved by City Council. In-kind requests under $500 can be sent to grants@penticton.ca detailing the organization making the request, what in-kind is being requested and the dollar amount.

How to Report

The City requires all organizations receiving municipal grants to complete a reporting out form and submit with required documentation within six weeks of their program or project completion. All reporting out forms must be received by the annual deadline of October 31. If a program or project is not complete in time to meet the deadline, the organization must submit before the deadline a request for an extension to the attention of the City Grant Administrator. Reporting out forms are available through the City's grant software.

In order to be eligible for municipal grants in subsequent years or to receive funding from previously approved grants, all organizations are required to submit the reporting out form. Additional documentation can be submitted electronically to grants@penticton.ca or dropped off at:

City of Penticton
Attn: Grant Administrator
171 Main Street
Penticton, BC V2A 5A9

Questions about the reporting out process can be directed to the City of Penticton Grant Administrator at (250) 490-2423.

Council Policy
CP#2023-07

penticton.ca

Category: **Finance/Recreation**

Subject: **Municipal Special Events Grants Policy**

Purpose

The purpose of the municipal special event grant program is to provide financial assistance for non-profit community-based organizations to offer meaningful events that contribute to the community's economic health and social vibrancy.

Scope

This policy applies to non-profit community-based organizations seeking municipal funding for special events held in the City of Penticton.

Policy Statement

The goal of this policy is to establish open and transparent guidelines for the evaluation and distribution of City of Penticton municipal grants for special events, respecting the City's limited financial resources available for this purpose.

Eligibility Criteria

To be eligible for special event grants from the City of Penticton, organizations must clearly demonstrate meeting the following criteria:

- The organization must be a registered non-profit society in good standing.
- Preference will be given to events that take place (in whole or in part) at City venues and facilities.
- Events should celebrate Penticton and reflect the vision of a vibrant, innovative, healthy waterfront city
- The proposed event(s) should be diverse, inclusive and create opportunities for community engagement.
- Additional funding sources must be identified.
- Host organizations that are forecasting a surplus from their event must explain the intended use of any surplus funds in the application.

Events and expenses that are ineligible for funding include:

- Professional events hosted by for-profit organizations (commercial, business and private).
- Public institutions including schools, churches, hospital/medical facilities, all levels of government and all affiliated bodies.
- Events designed solely or primarily as fundraisers for other organizations (including charities).
- Grants cannot be used for the internal operations of a non-profit organization (i.e. salaries, rent, office expenses), capital costs (i.e. equipment, facility or software purchases) not necessitated by the proposed event or for direct charitable donations for other organizations.

- Funding for recreational activities, league games and regional/local tournaments are not eligible for funding. Organizers of Provincial, National or International competitions may contact the Sport and Event Supervisor directly by emailing event.hosting@penticton.ca
- Retroactive events, expenses or accumulated deficits.

Eligible Expenses:

- Grants may be used for expenses related to hosting the event including (but not limited to): facility/venue rentals, marketing and communications, transportation and accommodations, officials and/or adjudicators, entertainment fees and equipment rentals.
- Eligible in-kind expenses include:
    - City Parks and Facility Rental costs (does not include SOEC/PTCC)
    - City equipment rentals (i.e. barricades, garbage/recycling cans, picnic tables, etc.)
    - City services (Parks, Public Works, Events Department staffing and support – does not include Fire, Police or Transit services)
    - **NOTE: Event organizers must consult with the Events Department to determine eligible in-kind requests and costs of services before submitting a grant application.**

Non-profit community organizations seeking municipal grants for the provision of programs and services (not including special events) can be made under the Municipal Grants Policy.

For-profit organizations (commercial, business and/or private) who would like to pursue a Partnership Agreement with the City of Penticton should contact the Sport and Event Supervisor directly by emailing event.hosting@penticton.ca. Applications for Partnership Agreements are available through the City's grant software program.

Funding is limited; all organizations meeting the eligibility criteria may not be supported or receive the full requested amount. Council retains discretion to designate one-time or seed funding.

Longer-Term Funding Agreements (Two Year Pilot Program)

It is recognized that some community organizations are providing economic benefit and social vibrancy to the City by organizing community events, where a longer-term funding agreement may be more appropriate than an annual municipal special event grant.

A two (2) year pilot program will be in effect for the 2024 and 2025 grant years, where select events may enter into two (2) year funding agreements with City administration in lieu of annual municipal special event grant applications. At the conclusion of the pilot program, Council will evaluate the outcome and determine whether to proceed with a full implementation.

Evaluation

The City of Penticton recognizes that special events contribute significant value to the City and enhance the quality of life for the residents of Penticton by enhancing the vitality and vibrancy of the community. Applications for special event grants are evaluated separately from other municipal grant applications and with different evaluation and eligibility criteria.

The City determines in its evaluation whether organizations are eligible for annual funding. Organizations requesting assistance will be evaluated by the following criteria categories:

- Economic Value
    - Marketing Reach (targeted reach of marketing efforts, brand affiliation or reputational benefit)
    - Audience (number of out-of-town visitors, including participants and/or spectators, expected)
- Community Value

  - Identified Need (i.e. demographic, time of year, unique event, etc.)
  - Number of local participants, spectators and volunteers
  - Community engagement strategies (i.e. marketing, diverse outreach, etc.)

- Event Strategy
  - Reflects City's Vision and/or Sport and Event Tourism Strategy
  - Event Calendar (appropriate timing, venue, and type of event – avoids duplication)
- Event Sustainability
  - Environmental, volunteer, and legacy plans
  - Local partnerships and community support
  - Plan for growth and/or financial independence
- Financial Need
  - Value of organization's contribution toward the event
  - Value of partnerships/sponsorships and alternate funding sources
  - Value of in-kind and/or cash services requested as percentage of total event cost
  - Evidence of financial need or explanation of any projected surplus

The City may use additional criteria or other considerations during the evaluation process. Council reserves the right to award or decline municipal grants at its discretion.

Funding Requirements

- Funding is contingent upon:
  - Organization remains in good standing
  - If the event is cancelled or modified, any unused funds shall be returned to the City
- Marketing requirements:
  - City of Penticton logo on all promotional material (logo suite available upon request)
  - Social Media and website recognition for the City of Penticton
  - Verbal recognition at event and all promotional events
  - Pre- and Post-Event mail-out to all participants with City promotional information
  - Prominent display of City banner, tent, or promotional signage during the event (provided by City upon request)
- Final Reporting
  - Completion of Final Report and financial statements (see 'How to Report' section)

Additional Assistance

Organizations must disclose in their application other forms of financial assistance they receive from the City, whether that assistance is in the form of cash, value in-kind, leases or licenses to use, maintenance, rent, tax exemptions or other forms. Organizations offering donations or other forms of financial assistance to partner organizations as a result of City-assisted events, programs or projects must provide a list of past or potential recipients as part of their application.

An award may be adjusted based on additional assistance when municipal grants are allocated.

Approvals

The application and reporting out forms must be submitted by the authorized representative of the organization acknowledging that the applicants have fully read and understand the policy conditions and agree to be bound by them and that the information included in the application or report is true and correct to the best of their knowledge and that all completed applications, reporting out forms, and correspondence must be completed in the City's grant software program.

Related Policies and Legislation

City Manager Grant Approval Policy CP#2023-08
Municipal Grants Policy CP#2023-06
Community Charter Section 25

Approval History			
Previous revisions/replaces: Municipal Special Events Grant Policy CP#2020-04			August 18, 2020
Approved by Council on:		Resolution No.:	

Certified Correct:

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Angie Collison, Corporate Officer

Attachments:

Attachment A: Policy Conditions
Attachment B: Procedural Considerations

Attachment A: Policy Conditions

Policy Conditions

By submitting an application through the grant process, applicants are agreeing to the following conditions:

1) Certification that, to the best of the applicant's knowledge, the information provided in this application is accurate and complete and endorsed by the organization he or she represents. If the organization receives a municipal grant it acknowledges and agrees to the conditions set out in the policy and to any other conditions approved by Council.

2) Applications for municipal grants must be submitted on the fully completed standard grant application forms using the City's grant software. At the discretion of the City, partially completed applications may be delayed or declined. This includes but is not limited to formal financial statements. In all cases where the application form is not fully completed, the applicant can provide an explanation for the incomplete application and the Chief Financial Officer will adjudicate whether the application will be accepted.

3) Public notification for municipal grants commences at least three weeks prior to the application deadline. The application deadline for special event grants is September 30, or 4 pm on the last business day before September 30 of each calendar year and applications must be received by the deadline. The City reserves the right to change or extend the application deadline as required. Applications received after the deadline will not be considered.

4) Under paragraph 25(1) of the *Community Charter* assistance may not be granted by the City to an industrial, commercial or business undertaking except under a partnering agreement. **Applications for partnership agreements can be made from in the City's grant software program during the main intake period.**

5) The receipt of leases, licences to use, maintenance, permissive tax exemptions or rent may impact the amount an organization is eligible for in community grants. It is hereby understood that the organization has disclosed any lease, license to use, maintenance, permissive tax exemption or rent it or an affiliated organization has or is receiving from the City. Failure to disclose may result in disqualification of the applicant.

6) In the event that grant funds are not used for the project/program indicated in the application the organization hereby acknowledges that:

    i) If all or part of the funds remains unspent, the funds must be returned to the City to the attention of the Grant Administrator.

    ii) Subject to the next paragraph, if funds have been expended inappropriately or for a purpose other than the event indicated in the application, Council may at its discretion disqualify the organization from all subsequent lease, license to use, rent, tax exemption, cash or in-kind assistance from the City.

7) In the event the organization makes changes to the event indicated on the application for which the grant has been provided, written notification must be forwarded prior to the change to the City of Penticton to the attention of the Grant Administrator.

8) The organization must make, and continue to make, attempts to secure funding from other sources as indicated in the application.

9) The organization will keep financial records which meet generally accepted standards of good business practice. For the purpose of this policy, the determination of those standards will be wholly at the discretion of the City of Penticton or its auditors. The organization's financial records must be made available to the City or its auditors as may be requested from time to time. If, upon examination of the financial records, they are deemed inadequate the City may at its discretion:

   i) Direct remedial action with respect to the financial record keeping;

   ii) Deem the grant to be void and demand the funds be returned immediately to the City of Penticton to the attention of the Grant Administrator.

10) i) Grant recipients must acknowledge funding support from the City of Penticton in all communications materials, media coverage, and verbal promotion pertaining to the event being supported by the grant. Evidence of acknowledgement must be included in the reporting out form.

    ii) Grant recipients agree that all related communications materials, including signs, websites, posters, etc. will contain a visible and current City of Penticton logo. Current logo files are available through Communications & Engagement Department and must be used in accordance with the City's Visual Identity Standards manual. The City of Penticton logo should only be used in reference to the event supported by grant funding.

    iii) If grant funding is supporting an event, the recipient agrees to obtain a loan of the City banner, tent, or promotional signage for prominent display during the event and to recognize support from the City of Penticton through verbal acknowledgement during the event.

    iv) Grant recipients should tag the City of Penticton in website and social media posts (Facebook, Instagram, Twitter) in recognition of grant support.

    v) For all promotion, communications and acknowledgement of the City, the primary contact with the City is the Communications & Engagement Department.

11) Notwithstanding the previous section, the event may not be represented as an event hosted by the City of Penticton, nor may the organization hold itself out as an agent of the City of Penticton in any way.

12) The City of Penticton reserves the right to use any information related to the organization and the grant assistance to the organization in its promotions and advertising. The use of any such information will be at the discretion of the City and may be done so upon notification to the organization by the City.

13) The organization will complete and submit a reporting out form no later than six weeks after the conclusion of the event. Organizations shall include a copy of externally prepared financial statements along with their reporting out form. If the event is not complete within six weeks of the deadline, the organization may before the deadline request an extension to the City of Penticton to the attention of the Grant Administrator.

14) Based on the results reported in the form, the City may at its discretion discontinue funding and any other assistance to the organization for any time period.

15) Advances of grant funds must be requested via the City's grant software program. **For greater certainty, cash grants will not be forwarded in the absence of a request by the organization that the funds be advanced or a reporting out form from prior years**. The City at its discretion may determine that funding will be forwarded by a series of two or more instalments.

16) With respect to value in-kind grants, where the value of facilities used by the organization exceeds the amount approved as the in-kind portion of the grant assistance, the organization hereby acknowledges that the City will invoice the organization for the difference and the organization is liable to pay the amount invoiced.

    a. Eligible in-kind expenses include:
        i) City Parks and Facility Rental costs (does not include SOEC/PTCC)
        ii) City equipment rentals (barricades, garbage/recycling cans, picnic tables, etc.)
        iii) City services (Parks, Public Works, Events Department staffing and support – does not include Fire, Police or Transit services)
        iv) City fees (road closure permits, etc.)

    In-kind grants are valued either at actual cost (labor) or the value as set out in the City's current Fees and Charges Bylaw.

17) In-Year Grant applicants are expected to apply during the annual intake for continued funding for subsequent grant requests. Applicants applying through the in-year intake for a second year may be delayed and referred to the main intake.

18) All documentation submitted to the City as part of the municipal grants process becomes the property of the City and will not be returned to the applicants and will be retained by the City at its discretion. The City acknowledges that information submitted may be proprietary to the applicants and is confidential. All submitted information shall be treated as confidential and retained securely as provided by legislation.

19) The City may at any time enter into an agreement with a qualified community foundation for the purpose of managing municipal grants on its behalf. Pursuant to any such agreement, this may be done for all or part of the funds the City has budgeted for grants as part of its annual budget for any particular year.

20) Where the value in-kind portion of a municipal grant includes facility or amenity, the City reserves the right at any time to substitute an appropriate alternative facility, amenity or dates at its sole discretion.

Attachment B: Procedural Considerations

How to Apply

The City will offer a main intake for all municipal grant applications (including special events) that will be approved through the financial plan deliberation process. An in-year intake with less available funding will also be available for any grants that were not submitted during the main intake. All grant requests through the main intake will be for the upcoming calendar year. All grant requests made during the in-year intake will be for the City's current budget calendar year. Grant requests for future years will not be considered in advance. All cash grants and in-kind grant requests over $500 must be submitted through the formal grant application process. For in-kind grant requests under $500, please email grants@penticton.ca.

Main Intake:
Eligible community groups must complete an application form and submit with all required documentation by the deadline of September 30. **Incomplete or late applications may not be considered by the City**. The City reserves the right to change or extend the application deadline as required. Applications and documentation can be submitted electronically using the City's grant software.

The City notifies the public as to the availability of municipal grants at least three weeks prior to the application deadline. Questions about the application process can be directed to the City of Penticton Grant Administrator at (250) 490-2423.

In-Year Intake:
In-year grant requests must be initiated by submitting an application online with all required documentation using the City's grant software, unless they are for in-kind requests less than $500. In-year intake periods will be made available April and July of each year. **Incomplete applications may not be considered by the City.** Small in-kind requests may be approved by the City Manager consistent with City Manager Grant Approval Policy. All other requests will be approved by City Council. In-kind requests under $500 can be sent to grants@penticton.ca detailing the organization making the request, what in-kind services are being requested and the dollar amount.

How to Report

The City requires all organizations receiving municipal special event grants to complete a reporting out form and submit with required documentation within six weeks of the completion of their event. If an event is not complete in time to meet the deadline, the organization must submit before the deadline a request for an extension to the attention of the City Grant Administrator. Reporting out forms are available through the City's grant software.

In order to be eligible for municipal grants in subsequent years or to receive funding from previously approved grants, all organizations are required to submit the reporting out form. Additional documentation can be submitted electronically to grants@penticton.ca or dropped off at:

City of Penticton
Attn: City Grant Administrator
171 Main Street

Penticton, BC V2A 5A9

The City will notify the public as to the reporting out process at least three weeks prior to the deadline. Questions about the reporting out process can be directed to the City of Penticton Grant Administrator at (250) 490-2423.

Council Policy
CP#2023-08

penticton.ca

Category: **Finance**

Subject: **City Manager Grant Approval Policy**

Purpose

To allow the City Manager authority to approve grant requests. This will streamline the grant process, reduce workload and provide the requesting body funding in a timelier fashion.

Scope

This policy applies to not-for-profit community based organizations that are eligible for municipal grant funding and are requesting a small grant.

Policy Statement

1. The City Manager has the authority to approve in-kind and cash grant requests in alignment with the delegated procurement authority as provided in the current City of Penticton Procurement Policy.
2. This authority is extended as long as existing budgets are not impacted and service delivery impacts are not significant.
3. Should the request be denied by the City Manager, the applicant has the option of having their request considered by Council.

Related Policies and Legislation

Municipal Grants Policy CP#2023-06
Municipal Special Events Grant Policy CP#2023-07
Procurement Policy
Community Charter Section 25

Approval History			
Previous revisions/replaces: Chief Administrative Officer Grant Approval Policy CP#2020-03			August 18, 2020
Approved by Council on:		Resolution No.:	

Certified Correct:

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Angie Collison, Corporate Officer

Council Policy
CP#2020-02

penticton.ca

Category: Finance

Subject: **Municipal Grants Policy**

Purpose

The purpose of the municipal grant program is to improve the well-being and quality of life of the community and its residents, through financial assistance to non-profit community based organizations which provide meaningful programs and services in the arts, culture, heritage, recreation, sport, environment, health, and social services areas.

Scope

This policy applies to community based not for profit organizations seeking a municipal grant.

Policy Statement

The goal of this policy is to establish open and transparent guidelines for the evaluation and distribution of City of Penticton municipal grants, respecting the City's limited financial resources available for this purpose.

Eligibility Criteria

To be eligible for municipal grants from the City of Penticton, organizations must clearly demonstrate meeting the following criteria:

- Not-for-Profit Status (in good standing)
- Community Based
- Accessible to All Residents
- Additional Funding Sources Sought
- No Duplication of Existing Programs/Projects (without proof of excess demand)
- Financial need (as evidenced through budgeted surplus/deficit)

If the organization is forecasting a surplus, the intended use of any surplus funds must be explained in the application.

Consideration will be given towards the nature of the service being provided to the community and the responsibility for funding the service. Council retains discretion to provide or decline funding to organizations that are considered to be a Provincial service.

Categories

It is recognized that community organizations contribute significant value to the City. Given the wide variety of organizations and their missions, it is inappropriate to assess value using a "one-size-fits-all" approach. The City asks organizations applying for municipal grants to self-identify in one of the following categories:

- Arts, Culture & Heritage
- Health, Safety & Social Services
- Parks, Recreation & Sport

The City determines in its evaluation whether organizations are eligible for annual funding. Consideration for grants will be given to organizations that enhance community services.

Applications for Special Events can be made under the Municipal Special Events Grant Policy.

Evaluation Criteria

Organizations requesting assistance will be evaluated by the following outcomes:

Community Value:

- Number of Participants/Residents and Volunteers
- Number of Partners (letters of support, list of donations)
- Number of Sponsors (total budget/total grant request)
- Demonstrated need for this service within the community

City Value:

- Alignment with City Priorities
- Past Performance
    - City Recognition
    - Report Submission

  Assistance (Lease/License, Maintenance, Rent, Tax) from City and/or to Partners

Category Value (Based on Organization-Identified Outcomes):

- Arts, Culture & Heritage
- Health, Safety & Social Services
- Parks, Recreation & Sport

The City may use additional criteria or other considerations during the evaluation process. The City reserves the right to award or decline municipal grants at its discretion.

Additional Assistance

Organizations must disclose in their application other forms of financial assistance they receive from the City, whether that assistance is in the form of cash, value in-kind, leases or licenses to use, maintenance, rent, tax exemptions or other forms. Organizations offering donations or other forms of financial assistance to

partner organizations as a result of City-assisted programs or projects must provide a list of past or potential recipients as part of their application.

The City may adjust an award based on additional assistance when it allocates municipal grants.

Approvals

The application and reporting out forms must be submitted by the authorized representative of the organization acknowledging that the applicants have fully read and understand the policy conditions and agree to be bound by them and that the information included in the application or report is true and correct to the best of their knowledge and that all completed applications, reporting out forms, and correspondence must be completed in the City's grant software program.

Related Policies and Legislation

Chief Administrative Officer Grant Approval Policy CP#2020-03
Municipal Special Events Grant Policy CP#2020-04
Community Charter Section 25

Approval History			
Previous revisions/replaces: Municipal Grants Policy			July 16, 2019
Approved by Council on:	August 18, 2020	Resolution No.:	254/2020

Certified Correct:

Angie Collison, Corporate Officer

Attachments:

Attachment A: Policy Conditions
Attachment B: Procedural Considerations

Policy Conditions

By submitting an application through the grant process, applicants required to agree are agreeing to the following conditions:

1) Certification that, to the best of the applicant's knowledge, the information provided in this application is accurate and complete and endorsed by the organization he or she represents. If the organization receives a municipal grant it acknowledges and agrees to the conditions set out in the policy and to any other conditions approved by Council.

2) Applications for municipal grants must be submitted on the fully completed standard grant application forms using the City's grant software. At the discretion of the City, partially completed applications may be delayed or declined. This includes but is not limited to formal financial statements. In all cases where the application form is not fully completed, the applicant can provide an explanation for the incomplete application and the Chief Financial Officer will adjudicate whether the application will be accepted.

3) Public notification for municipal grants commences three weeks prior to the application deadline. The application deadline for municipal grants is September 30, or 4 pm on the last business day before September 30, of each calendar year and applications must be received by the deadline. The City reserves the right to change or extend the application deadline as required. Applications received after the deadline will not be considered.

4) Under paragraph 25(1) of the *Community Charter* assistance may not be granted by the City to an industrial, commercial or business undertaking except under a partnering agreement. **Applications for partnership agreements can be made from in the City's grant software program during the main intake period.**

5) The receipt of leases, licences to use, maintenance, permissive tax exemptions or rent may impact the amount an organization is eligible for in community grants. It is hereby understood that the organization has disclosed any lease, license to use, maintenance, permissive tax exemption or rent it or an affiliated organization has or is receiving from the City. Failure to disclose may result in disqualification of the applicant.
    a. Provided they have disclosed all assistance from the City, organizations in good standing may annually apply for a municipal grant to cover or offset a lease rate, license fee, maintenance costs or operating/rent costs.

6) In the event that grant funds are not used for the project/program indicated in the application the organization hereby acknowledges that:

    i) If all or part of the funds remains unspent, the funds must be returned to the City to the attention of the Controller.

    ii) Subject to the next paragraph, if funds have been expended inappropriately or for a purpose other than the program/project indicated in the application, Council may at its discretion disqualify the organization from all subsequent lease, license to use, rent, tax exemption, cash or in-kind assistance from the City.

7) In the event the organization makes changes to the program/project indicated on the application for which the grant has been provided, written notification must be forwarded prior to the change to the City of Penticton to the attention of the Controller.

8) The organization must make, and continue to make, attempts to secure funding from other sources as indicated in the application.

9) The organization will keep financial records which meet generally accepted standards of good business practice. For the purpose of this policy, the determination of those standards will be wholly at the discretion of the City of Penticton or its auditors. The organization's financial records must be made available to the City or its auditors as may be requested from time to time. If, upon examination of the financial records, they are deemed inadequate the City may at its discretion:

   i) Direct remedial action with respect to the financial record keeping;

   ii) Deem the grant to be void and demand the funds be returned immediately to the City of Penticton to the attention of the Controller.

10) i) Grant recipients must acknowledge funding support from the City of Penticton in all communications materials, media coverage, and verbal promotion pertaining to the program/project being supported by the grant. Evidence of acknowledgement must be included in the reporting out form.

    ii) Grant recipients agree that all related communications materials, including signs, websites, posters, etc. will contain a visible and current City of Penticton logo. Current logo files are available through Corporate Administration and must be used in accordance with the City's Visual Identity Standards manual. The City of Penticton logo should only be used in reference to the program/project supported by grant funding.

    iii) Grant recipients are encouraged to tag the City of Penticton in social media posts (Facebook, Instagram, Twitter) in recognition of grant support.

    iv) For all promotion, communications and acknowledgement of the City, the primary contact with the City is the Communications Department.

11) Notwithstanding the previous section, the program/project may not be represented as program/project hosted by the City of Penticton, nor may the organization hold itself out as an agent of the City of Penticton in any way.

12) The City of Penticton reserves the right to use any information related to the organization and the grant assistance to the organization in its promotions and advertising. The use of any such information will be at the discretion of the City and may be done so upon notification to the organization by the City.

13) The organization will complete and submit a reporting out form no later than October 31, or 4 p.m. on the last business day before October 31, of the year in which grant assistance was provided. Organizations shall include a copy of externally prepared financial statements along with their reporting out form. If the program/project is not complete within six weeks of the deadline, the organization may before the deadline request an extension to the City of Penticton to the attention of the Controller.

14) Based on the results reported in the form, the City may at its discretion discontinue funding and any other assistance to the organization for any time period.

15) Advances of grant funds must be requested via the City's grant software program. **For greater certainty, cash grants will not be forwarded in the absence of a request by the organization that the funds be advanced or a reporting out form from prior years**. The City at its discretion may determine that funding will be forwarded by a series of two or more instalments.

16) With respect to value in-kind grants, where the value of facilities used by the organization exceeds the amount approved as the in-kind portion of the grant assistance, the organization hereby acknowledges that the City will invoice the organization for the difference and the organization is liable to pay the amount invoiced.

    a. Examples of in-kind grants include but are not limited to:
        i. Use of City facilities (Community Centre rooms, Library/Museum Auditorium ,etc)
        ii. Rental of City parks including misc rentals (bleacher, tables, etc.)
        iii. City fees (Road closure permits, season licence fees, etc.)

    In-kind grants are valued either at actual cost (labour) or the value as set out in the City's current Fees and Charges Bylaw.

17) All grants are subject to all requirements specified in this policy and are also subject to the following additional guidelines:

    i) Consideration may be given to requests submitted by a non-Penticton community organization if its membership includes Penticton residents;

    ii) No consideration shall be given to requests to waive or reduce a development cost charge.

    iii) Requests for grants for subsequent years property taxes will be referred to the Permissive Tax Exemption process

    iv) In-Year Grant applicants are expected to apply during the annual intake for continued funding for subsequent grant requests. Applicants applying through the in-year intake for a second year may be delayed and referred to the main intake.

18) All documentation submitted to the City as part of the municipal grants process becomes the property of the City, will not be returned to the applicants and will be retained by the City at its discretion. The City acknowledges that information submitted may be proprietary to the applicants and is confidential. All submitted information shall be treated as confidential and retained securely as provided by in the Community Charter.

19) The City may at any time enter into an agreement with a qualified community foundation for the purpose of managing municipal grants on its behalf. Pursuant to any such agreement, this may be done for all or part of the funds the City has budgeted for grants as part of its annual budget for any particular year.

20) Where the value in-kind portion of a municipal grant includes facility or amenity, the City reserves the right at any time to substitute an appropriate alternative facility, amenity or dates at its sole discretion.

Procedural Considerations

How to Apply

The City will offer separate intakes for municipal grant applications, a main intake that will be approved through the financial plan deliberation process and an in-year intake available for any grants that were not submitted during the main intake. All grant requests through the main intake will be for the upcoming calendar year. All grant requests made during the in-year intake will be for the City's current budget calendar year. Grant requests for future years will not be considered in advance. All cash grants and in-kind grant requests over $500 must be submitted through the formal grant application process. For in-kind grant requests under $500 please email grants@penticton.ca.

Main Intake:
Eligible community groups must complete an application form and submit with all required documentation by the deadline of September 30. **Incomplete or late applications may not be considered by the City**. The City reserves the right to change or extend the application deadline as required. Applications and documentation can be submitted electronically using the City's grant software.

The City notifies the public as to the availability of municipal grants at least three weeks prior to the application deadline. Questions about the application process can be directed to the City of Penticton Controller at (250) 490-2413.

In-Year Intake:
In-year grant requests must be initiated by submitting an application online with all required documentation using the City's grant software, unless they are for in-kind requests less than $500. **Incomplete applications may not be considered by the City.** Small cash and in-kind requests may be approved by the City Manager consistent with Chief Administrative Officer Grant Approval Policy. All other requests will be approved by City Council. In-kind requests under $500 can be sent to grants@penticton.ca detailing the organization making the request, what in-kind is being requested and the dollar amount.

How to Report

The City requires all organizations receiving municipal grants to complete a reporting out form and submit with required documentation within six weeks of their program or project completion. All reporting out forms must be received by the annual deadline of October 31. If a program or project is not complete in time to meet the deadline, the organization must submit before the deadline a request for an extension to the attention of the City Controller. Reporting out forms are available through the City's grant software.

In order to be eligible for municipal grants in subsequent years or to receive funding from previously approved grants, all organizations are required to submit the reporting out form. Additional documentation can be submitted electronically to grants@penticton.ca or dropped off at:

City of Penticton
Attn: City Controller
171 Main Street
Penticton, BC V2A 5A9

Questions about the reporting out process can be directed to the City of Penticton Controller at (250) 490-2413.

Council Policy
CP#2020-04

penticton.ca

Category: Finance/Recreation

Subject: **Municipal Special Events Grants Policy**

Purpose

The purpose of the municipal special event grant program is to provide financial assistance for non-profit community-based organizations to offer meaningful events that contribute to the community's economic health and social vibrancy.

Scope

This policy applies to non-profit community-based organizations seeking municipal funding for special events held in the City of Penticton.

Policy Statement

The goal of this policy is to establish open and transparent guidelines for the evaluation and distribution of City of Penticton municipal grants for special events, respecting the City's limited financial resources available for this purpose.

Eligibility Criteria

To be eligible for special event grants from the City of Penticton, organizations must clearly demonstrate meeting the following criteria:

- The organization must be a registered non-profit society in good standing
- Preference will be given to events that take place (in whole or in part) at City venues and facilities
- Events should celebrate Penticton and reflect the vision of a vibrant, innovative, healthy waterfront city
- The proposed event(s) should be diverse, inclusive and accessible for all residents
- Additional funding sources must be identified
- Host organizations that are forecasting a surplus from their event must explain the intended use of any surplus funds in the application.

Events and expenses that are ineligible for funding include:

- Professional events hosted by for-profit organizations (commercial, business and private).
- Public institutions including schools, churches, hospital/medical facilities, all levels of government and all affiliated bodies.
- Events designed solely or primarily as fundraisers for other organizations (including charities).
- Grants cannot be used for the internal operations of a non-profit organization (i.e. salaries, rent, office expenses) or for capital costs (i.e. equipment, facility or software purchases) not necessitated by the proposed event.
- Funding for recreational activities, league games and regional/local tournaments are not eligible for funding. Organizers of Provincial, National or International competitions may contact the Sport and Event Project Manager directly by emailing event.hosting@penticton.ca.

- Retroactive events, expenses or accumulated deficits.

Eligible Expenses:

- Grants may be used for expenses related to hosting the event including (but not limited to): facility/venue rentals, marketing and communications, transportation and accommodations, officials and/or adjudicators, entertainment fees and equipment rentals.
- Eligible in-kind expenses include:
    - City Parks and Facility Rental costs (does not include SOEC/PTCC)
    - City equipment rentals (i.e. barricades, garbage/recycling cans, picnic tables, etc.)
    - City services (Parks, Public Works, Events Department staffing and support – does not include Fire, Police or Transit services)
    - **NOTE: Event organizers must consult with the Events Department to determine eligible in-kind requests and costs of services before submitting a grant application.**

Non-profit community organizations seeking municipal grants for the provision of programs and services (not including special events) can be made under the Municipal Grants Policy.

For-profit organizations (commercial, business and/or private) who would like to pursue a Partnership Agreement with the City of Penticton should contact the Sport and Event Project Manager directly by emailing event.hosting@penticton.ca. Applications for Partnership Agreements are available through the City's grant software program.

Funding is limited; all organizations meeting the eligibility criteria may not be supported or receive the full requested amount.

Evaluation

The City of Penticton recognizes that special events contribute significant value to the City and enhance the quality of life for the residents of Penticton by enhancing the vitality and vibrancy of the community. Applications for special event grants are evaluated separately from other municipal grant applications and with different evaluation and eligibility criteria.

The City determines in its evaluation whether organizations are eligible for annual funding. Organizations requesting assistance will be evaluated by the following criteria categories:

- Economic Value
    - Marketing Reach (targeted reach of marketing efforts, brand affiliation or reputational benefit)
    - Audience (number of out-of-town visitors, including participants and/or spectators, expected)
- Community Value
    - Identified Need (i.e. demographic, time of year, unique event, etc.)
    - Number of local participants, spectators and volunteers
    - Community engagement strategies (i.e. marketing, diverse outreach, etc.)
- Event Strategy
    - Reflects City's Vision and/or Sport and Event Tourism Strategy
    - Event Calendar (appropriate timing, venue, and type of event – avoids duplication)
- Event Sustainability
    - Environmental, volunteer, and legacy plans
    - Local partnerships and community support
    - Plan for growth and/or financial independence
- Financial Need
    - Value of organization's contribution toward the event
    - Value of partnerships/sponsorships and alternate funding sources
    - Value of in-kind and/or cash services requested as percentage of total event cost

- Evidence of financial need or explanation of any projected surplus

The City may use additional criteria or other considerations during the evaluation process. The City reserves the right to award or decline municipal grants at its discretion.

Funding Requirements

- Funding is contingent upon:
  - Organization remains in good standing
  - If the event is cancelled or modified, any unused funds shall be returned to the City
- Marketing requirements:
  - City of Penticton logo on all promotional material (logo suite available upon request)
  - Social Media and website recognition for the City of Penticton
  - Verbal recognition at event and all promotional events
  - Pre- and Post-Event mail-out to all participants with City promotional information
  - Prominent display of City banner, tent, or promotional signage during the event (provided by City upon request)
- Final Reporting
  - Completion of Final Report and financial statements (see 'How to Report' section)

Additional Assistance

Organizations must disclose in their application other forms of financial assistance they receive from the City, whether that assistance is in the form of cash, value in-kind, leases or licenses to use, maintenance, rent, tax exemptions or other forms. Organizations offering donations or other forms of financial assistance to partner organizations as a result of City-assisted events, programs or projects must provide a list of past or potential recipients as part of their application.

The City may adjust an award based on additional assistance when it allocates municipal grants.

Approvals

The application and reporting out forms must be submitted by the authorized representative of the organization acknowledging that the applicants have fully read and understand the policy conditions and agree to be bound by them and that the information included in the application or report is true and correct to the best of their knowledge and that all completed applications, reporting out forms, and correspondence must be completed in the City's grant software program.

Related Policies and Legislation

Chief Administrative Officer Grant Approval Policy CP#2020-03
Municipal Grants Policy CP#2020-02
Community Charter Section 25

Approval History			
Previous revisions/replaces: Municipal Grants Policy			July 16, 2019
Approved by Council on:	August 18, 2020	Resolution No.:	254/2020

Certified Correct:

Angie Collison, Corporate Officer

Attachments:

Attachment A: Policy Conditions
Attachment B: Procedural Considerations

Attachment A: Policy Conditions

Policy Conditions

By submitting an application through the grant process, applicants required to agree are agreeing to the following conditions:

1) Certification that, to the best of the applicant's knowledge, the information provided in this application is accurate and complete and endorsed by the organization he or she represents. If the organization receives a municipal grant it acknowledges and agrees to the conditions set out in the policy and to any other conditions approved by Council.

2) Applications for municipal grants must be submitted on the fully completed standard grant application forms using the City's grant software. At the discretion of the City, partially completed applications may be delayed or declined. This includes but is not limited to formal financial statements. In all cases where the application form is not fully completed, the applicant can provide an explanation for the incomplete application and the Chief Financial Officer will adjudicate whether the application will be accepted.

3) Public notification for municipal grants commences at least three weeks prior to the application deadline. The application deadline for municipal grants is September 30, or 4 pm on the last business day before September 30 of each calendar year and applications must be received by the deadline. The City reserves the right to change or extend the application deadline as required. Applications received after the deadline will not be considered.

4) Under paragraph 25(1) of the *Community Charter* assistance may not be granted by the City to an industrial, commercial or business undertaking except under a partnering agreement. **Applications for partnership agreements can be made from in the City's grant software program during the main intake period.**

5) The receipt of leases, licences to use, maintenance, permissive tax exemptions or rent may impact the amount an organization is eligible for in community grants. It is hereby understood that the organization has disclosed any lease, license to use, maintenance, permissive tax exemption or rent it or an affiliated organization has or is receiving from the City. Failure to disclose may result in disqualification of the applicant.

6) In the event that grant funds are not used for the project/program indicated in the application the organization hereby acknowledges that:

   i) If all or part of the funds remains unspent, the funds must be returned to the City to the attention of the Controller.

   ii) Subject to the next paragraph, if funds have been expended inappropriately or for a purpose other than the event indicated in the application, Council may at its discretion disqualify the organization from all subsequent lease, license to use, rent, tax exemption, cash or in-kind assistance from the City.

7) In the event the organization makes changes to the event indicated on the application for which the grant has been provided, written notification must be forwarded prior to the change to the City of Penticton to the attention of the Controller.

8) The organization must make, and continue to make, attempts to secure funding from other sources as indicated in the application.

9) The organization will keep financial records which meet generally accepted standards of good business practice. For the purpose of this policy, the determination of those standards will be wholly at the discretion of the City of Penticton or its auditors. The organization's financial records must be made available to the City or its auditors as may be requested from time to time. If, upon examination of the financial records, they are deemed inadequate the City may at its discretion:

   i) Direct remedial action with respect to the financial record keeping;

   ii) Deem the grant to be void and demand the funds be returned immediately to the City of Penticton to the attention of the Controller.

10) i) Grant recipients must acknowledge funding support from the City of Penticton in all communications materials, media coverage, and verbal promotion pertaining to the event being supported by the grant. Evidence of acknowledgement must be included in the reporting out form.

    ii) Grant recipients agree that all related communications materials, including signs, websites, posters, etc. will contain a visible and current City of Penticton logo. Current logo files are available through Corporate Administration and must be used in accordance with the City's Visual Identity Standards manual. The City of Penticton logo should only be used in reference to the event supported by grant funding.

    iii) If grant funding is supporting an event, the recipient agrees to obtain a loan of the City banner, tent, or promotional signage for prominent display during the event and to recognize support from the City of Penticton through verbal acknowledgement during the event.

    iv) Grant recipients should tag the City of Penticton in website and social media posts (Facebook, Instagram, Twitter) in recognition of grant support.

    v) For all promotion, communications and acknowledgement of the City, the primary contact with the City is the Communications Department.

11) Notwithstanding the previous section, the event may not be represented as an event hosted by the City of Penticton, nor may the organization hold itself out as an agent of the City of Penticton in any way.

12) The City of Penticton reserves the right to use any information related to the organization and the grant assistance to the organization in its promotions and advertising. The use of any such information will be at the discretion of the City and may be done so upon notification to the organization by the City.

13) The organization will complete and submit a reporting out form no later than six weeks after the conclusion of the event. Organizations shall include a copy of externally prepared financial statements along with their reporting out form. If the event is not complete within six weeks of the deadline, the organization may before the deadline request an extension to the City of Penticton to the attention of the Controller.

14) Based on the results reported in the form, the City may at its discretion discontinue funding and any other assistance to the organization for any time period.

15) Advances of grant funds must be requested via the City's grant software program. **For greater certainty, cash grants will not be forwarded in the absence of a request by the organization that**

the funds be advanced or a reporting out form from prior years. The City at its discretion may determine that funding will be forwarded by a series of two or more instalments.

16) With respect to value in-kind grants, where the value of facilities used by the organization exceeds the amount approved as the in-kind portion of the grant assistance, the organization hereby acknowledges that the City will invoice the organization for the difference and the organization is liable to pay the amount invoiced.
    a. Eligible in-kind expenses include:
        i) City Parks and Facility Rental costs (does not include SOEC/PTCC)
        ii) City equipment rentals (barricades, garbage/recycling cans, picnic tables, etc.)
        iii) City services (Parks, Public Works, Events Department staffing and support – does not include Fire, Police or Transit services)
        iv) City fees (road closure permits, etc.)

    In-kind grants are valued either at actual cost (labor) or the value as set out in the City's current Fees and Charges Bylaw.

17) In-Year Grant applicants are expected to apply during the annual intake for continued funding for subsequent grant requests. Applicants applying through the in-year intake for a second year may be delayed and referred to the main intake.

18) All documentation submitted to the City as part of the municipal grants process becomes the property of the City and will not be returned to the applicants and will be retained by the City at its discretion. The City acknowledges that information submitted may be proprietary to the applicants and is confidential. All submitted information shall be treated as confidential and retained securely as provided by legislation.

19) The City may at any time enter into an agreement with a qualified community foundation for the purpose of managing municipal grants on its behalf. Pursuant to any such agreement, this may be done for all or part of the funds the City has budgeted for grants as part of its annual budget for any particular year.

20) Where the value in-kind portion of a municipal grant includes facility or amenity, the City reserves the right at any time to substitute an appropriate alternative facility, amenity or dates at its sole discretion.

Attachment B: Procedural Considerations

How to Apply

The City will offer a main intake for all municipal grant applications (including special events) that will be approved through the financial plan deliberation process. An in-year intake with less available funding will also be available for any grants that were not submitted during the main intake. All grant requests through the main intake will be for the upcoming calendar year. All grant requests made during the in-year intake will be for the City's current budget calendar year. Grant requests for future years will not be considered in advance. All cash grants and in-kind grant requests over $500 must be submitted through the formal grant application process. For in-kind grant requests under $500, please email grants@penticton.ca.

Main Intake:
Eligible community groups must complete an application form and submit with all required documentation by the deadline of September 30. **Incomplete or late applications may not be considered by the City**. The City reserves the right to change or extend the application deadline as required. Applications and documentation can be submitted electronically using the City's grant software.

The City notifies the public as to the availability of municipal grants at least three weeks prior to the application deadline. Questions about the application process can be directed to the City of Penticton Controller at (250) 490-2413.

In-Year Intake:
In-year grant requests must be initiated by submitting an application online with all required documentation using the City's grant software, unless they are for in-kind requests less than $500. **Incomplete applications may not be considered by the City.** Small in-kind requests may be approved by the City Manager consistent with City Manager Grant Approval Policy. All other requests will be approved by City Council. In-kind requests under $500 can be sent to grants@penticton.ca detailing the organization making the request, what in-kind services are being requested and the dollar amount.

How to Report

The City requires all organizations receiving municipal special event grants to complete a reporting out form and submit with required documentation within six weeks of the completion of their event. If an event is not complete in time to meet the deadline, the organization must submit before the deadline a request for an extension to the attention of the City Controller. Reporting out forms are available through the City's grant software.

In order to be eligible for municipal grants in subsequent years or to receive funding from previously approved grants, all organizations are required to submit the reporting out form. Additional documentation can be submitted electronically to grants@penticton.ca or dropped off at:

City of Penticton
Attn: City Controller
171 Main Street
Penticton, BC V2A 5A9

The City will notify the public as to the reporting out process at least three weeks prior to the deadline. Questions about the reporting out process can be directed to the City of Penticton Controller at (250) 490-2413.

Council Policy
CP#2020-03

penticton.ca

Category: Finance

Subject: Chief Administrative Officer Grant Approval Policy

Purpose

To allow the Chief Administrative Officer (CAO) authority to approve small grant requests received in year. This will streamline the grant process, reduce workload and provide the requesting body funding in a timelier fashion.

Scope

This policy applies to not for profit community based organizations that are eligible for municipal grant funding and are requesting a small amount in the year.

Policy Statement

1. The CAO has the authority to approve through a mid year request:
    a. In-kind grant requests for City services or facilities, up to a maximum of $10,000 and/or;
    b. Cash grant requests up to a maximum of $1,000.
2. This authority is extended as long as existing budgets are not impacted and service delivery impacts are not significant.
3. Should the request be denied by the CAO, the applicant has the option of having their request considered by Council.

Related Policies and Legislation

Municipal Grants Policy CP#2020-02
Municipal Special Events Grant Policy CP#2020-04
Community Charter Section 25

Approval History			
Previous revisions/replaces: City Manager Grant Approval Policy			June 20, 2011
Approved by Council on:	August 18, 2020	Resolution No.:	254/2020

Certified Correct:

Angie Collison, Corporate Officer

Council Report

penticton.ca

Date: June 20, 2023 File No:
To: Donny van Dyk, Chief Administrative Officer
From: Angela Campbell, Director of Finance & Administration

Subject: **Growing Communities Fund Grant for 'Connected Community Capital Program'**

Staff Recommendation

THAT Council approve and direct staff to implement the project program as outlined in the report dated June 20, 2023 titled "Growing Communities Fund Grant for 'Connected Community Capital Program'".

Strategic priority objective

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.

Background

The Government of British Columbia announced on February 10, 2023 that $1 billion in new grants would be going to local governments to help build community infrastructure and amenities to meet the demands of unprecedented population growth. The City of Penticton was allocated $7,177,000 of funding through this program.

Direction from the Province on eligible costs include (for full listing see Attachment A):

- Park additions/maintenance/upgrades including washrooms/meeting space and other amenities; and
- Recreation-related amenities

On May 16, 2023, Council approved the strategy for expending the Growing Communities Funds, Resolution 207/2023:

207/2023 **It was MOVED and SECONDED**
THAT Council gives first, second and third reading to "Growing Communities Reserve Fund Bylaw No. 2023-17", a bylaw to establish a reserve fund for the Growing Communities Fund Grant in accordance with the *Community Charter*;
AND That Council authorize the transfer of $7.177M of grant funds from the Growing Communities Fund Grant into the Growing Communities Reserve Fund;
AND That approximately 20% of the funds be used to fund existing projects that may require amendments due to inflation;
AND That approximately 50% of the funds be used on community projects including, but not limited to Downtown, Okanagan and Skaha Lake decorative seasonal lighting displays, Riverside Park Skate Park and Basketball Court Lighting, Urban Forestry Master Plan Projects, and the Kiwanis Pier Replacement;
AND That the remaining 30% be allocated to the North Gateway with projects to be identified as they arise or through the budget process;
AND That Council direct staff to amend the 2023-2027 Financial Plan accordingly.

CARRIED
Councillor Miller, Opposed

This motion included a reallocation of 10% of the proposed funding from the North Gateway Projects to community projects not identified in the staff report. The purpose of the reallocated funds was to set aside some of the Growing Communities Fund for projects being requested by third party organizations (such as sporting or other community groups) that require capital funding for City owned amenities on City property.

Financial implication

Council approved directing 10% of the Growing Communities Grant of $7.177M towards community projects requested by third party organizations for a total of $717k. Staff time would need to be dedicated to providing assistance to organizations applying for projects, as well as time to evaluate applications.

Analysis

The City receives many requests from various community or sports user groups requesting various amenities throughout the community. Some recent examples include requests for additional pickelball courts, a new covered lacrosse facility, or a replacement dragon boathouse. Council has expressed an interest in understanding all of the requests throughout the community, such that the portion of the Growing Communities Grant that has been set aside for additional community amenities can be distributed fairly and equitably.

To that end, staff are proposing to launch a two phase process which will allow for organizations to apply for funding to be used on a capital project that will ultimately be owned by the City and located on City lands. The initial phase would scope and verify project eligibility and meet initial conditions; Phase 2 would include more comprehensive information for evaluation and feasibility of the project as outlined in the program guidelines below.

<u>Capital Program Guidelines – Phase 1</u>

To be eligible for funding, projects should meet the following criteria:

- Main use by user group is based in Penticton
    - May include regional groups with high use in Penticton

- Accessibility to residents through open use or non-exclusive membership
- Additional funding sources identified, as applicable
- Organizational contribution to the project
- Must utilize a City asset and/or be located on City property
- Historical and future growth within the organization
- Clear long term plan for the organization around how the project would be used into the future

Considerations for the project in Phase 1 would include:

- Previous investment in the program or activity
- Number of participants/residents benefiting from the service
- Demonstrated need for this service within the community
- Alignment with Council's Strategic Priorities and City's Master Plans
- Long term growth potential of those who would benefit from the project

Capital Program Guidelines – Phase 2

Considerations for the project in Phase 2 would include:

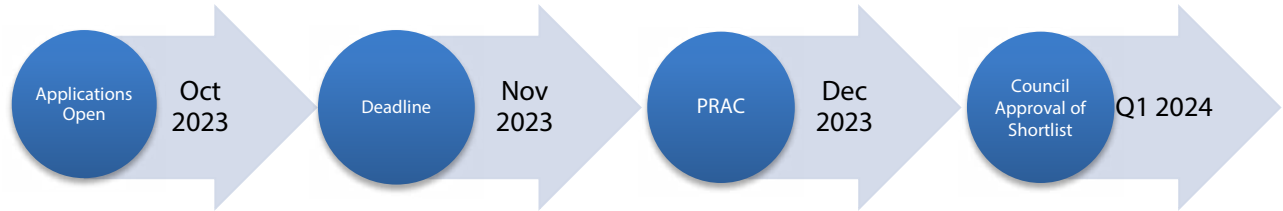
- Support from City Staff to properly scope and administer the project
- Project design and specifications
    - Comply with City building specifications
    - Support of existing City master plans
- Cost independently verified professionally or by City staff
- Confirmation of other project sponsors, partnerships and contributions

Program Timelines and Process

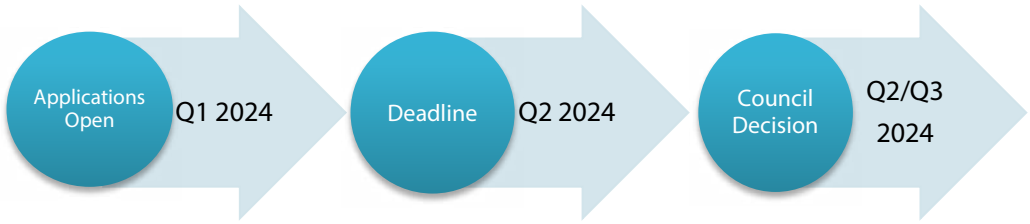
Staff are proposing a one-month window for applications into Phase 1 of the program. Applications would be reviewed by staff and presented back to Council for referral to the Parks and Recreation Advisory Committee (PRAC). The PRAC would then review the submitted projects and make a recommendation of short-listed projects to Council to proceed to Phase 2. Upon Council endorsement of the short listed projects, Phase 2 would consist of a four-month application window to allow the short-listed groups sufficient time to work with City staff to properly scope the work, estimate and verify costs, and have project designs prepared. As this application process will be extensive, applicant groups will be required to work with City staff to ensure all project considerations are met prior to submission.

Proposed timelines are as follows (subject to volume of applications):

Application Phase 1:



Application Phase 2:



Applications for both phases will be accepted only through the City's grant software, after the passing of the deadline all applications would be reviewed by applicable staff and subsequently brought back to Council for review.

Alternate recommendations

Alternate 1:

THAT Council provide alternate direction to staff.

Alternate 2:

THAT Council direct the use of 10% of the Growing Communities Fund to the Parks & Recreation Advisory Committee to recommend use of the funds back to Council.

Attachments

Attachment A – May 16, 2023 Council Report Titled 'Growing Communities Fund Grant'

Respectfully submitted,

Angela Campbell
Director of Finance & Administration

Concurrence

General Manager of Infrastructure	General Manager of Community Services	Chief Administrative Officer
KD		DvD

Council Report

penticton.ca

Date: May 16, 2023 File No:
To: Donny van Dyk, Chief Administrative Officer
From: Angela Campbell, Director of Finance and Administration
Kristen Dixon, General Manager of Infrastructure
Subject: **Growing Communities Fund Grant**

Staff Recommendation

THAT Council gives first, second and third reading to "Growing Communities Reserve Fund Bylaw No. 2023-17", a bylaw to establish a reserve fund for the Growing Communities Fund Grant in accordance with the *Community Charter*;

AND That Council authorize the transfer of $7.177M of grant funds from the Growing Communities Fund Grant into the Growing Communities Reserve Fund;

AND That approximately 20% of the funds be used to fund existing projects that may require amendments due to inflation;

AND That approximately 40% of the funds be used on community projects including Downtown, Okanagan and Skaha Lake decorative seasonal lighting displays, Riverside Park Skate Park and Basketball Court Lighting, Urban Forestry Master Plan Projects, and the Kiwanis Pier Replacement;

AND That the remaining 40% be allocated to the North Gateway with projects to be identified as they arise or through the budget process;

AND That Council direct staff to amend the 2023-2027 Financial Plan accordingly.

Strategic priority objective

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

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

Background

The Government of British Columbia announced on February 10, 2023 that $1 billion in new grants would be going to local governments to help build community infrastructure and amenities to meet the demands of unprecedented population growth.

On March 3, 2023, the Province announced the distribution of funds amongst communities which was based on an initial grant of $500k with further adjustments for population size and per-capita growth between 2016-2021. The City of Penticton was allocated $7,177,000 of funding through this calculation.

Further, on March 16, 2023, the City received a letter from the Province providing details on expected use and reporting of the funds. Guidance on use of the funds are to be limited to one-off costs needed to rebuild required infrastructure and amenities as opposed to use for operational activities. The funds are incremental to currently planned investments and are meant to accelerate anticipated delivery of capital projects. Eligible costs include:

- Public drinking water supply, treatment facilities and water distribution
- Local portion of affordable/attainable housing developments
- Childcare facilities
- Municipal or regional capital projects that service, directly or indirectly, neighboring First Nation communities
- Wastewater conveyance and treatment facilities
- Storm water management
- Solid waste management infrastructure
- Public safety/emergency management equipment and facilities not funded by senior level government
- Local road improvement and upgrades
- Sidewalks, curbing and lighting
- Active transportation amenities not funded by senior level government
- Improvements that facilitate transit service
- Natural hazard mitigation
- Park additions/maintenance/upgrades including washrooms/meeting space and other amenities; and
- Recreation-related amenities
- Other one off costs such as
    - Costs of feasibility studies
    - Early stage development work
    - Costs of designing, tending and acquiring land
    - Constructing eligible infrastructure projects
    - In limited situations, non-capital administrative costs where necessary

Other restrictions include that the grant must be placed in a segregated reserve fund established by Bylaw under Section 188 of the *Community Charter*. In addition, all local governments are required to report on the use of the funds in their annual audited financial statements. The Province anticipates that the funds will be expended within approximately 5 years of receipt.

Financial Implication

The City was awarded $7.177M through the Growing Community Fund Grant that is required to be placed into a segregated reserve until funds are drawn for use to fund eligible projects. Staff is proposing the funds will be split into three categories, one to fund existing projects that may require amendments due to inflation, another to fund community projects that are currently unfunded or not yet budgeted, and the third for the North Gateway project. For projects requiring inflationary adjustments, Council will be advised

of any amendments through the quarterly forecast reports. For the other two uses of the funds, Council approval will be required (through specific motions or through the budget process).

Analysis

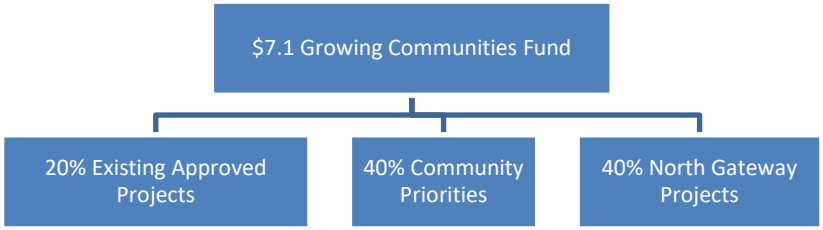
As the eligibility criteria for this grant covers a variety of options for capital projects, Staff started by reviewing existing funded capital projects, including carry forward projects, as well as unfunded projects that are detailed in the City's 2023-2027 Financial Plan and projects that are not yet included in the budget. A full listing of carried forward projects, 2023 capital projects, and unfunded projects are provided in Attachments, B, C and D.

In addition to reviewing the projects that could be funded, Staff also reviewed the various reserve balances that are primarily used for funding capital projects. Relative to the General Fund, the Utility Reserves are more appropriately positioned to fund both current and future capital needs. Therefore, staff took the next step of short listing projects that were funded by (or require funding by) the General Fund.

An initial short list was developed by staff, many that were the result of previous planning studies or plans, which quickly demonstrates that there is significant more need than there is available funding. Some of the short listed projects include:

- North Gateway Infrastructure
- Skaha Park East Master Plan
- Skaha Boathouse
- Soccer Clubhouse
- Kiwanis Pier replacement
- Downtown revites (400-600 blocks)
- Robinson Park MP Upgrades
- Lions Park (repurpose old bike park)
- Safety Village Refresh
- Esplanade/ Okanagan Marina
- Three Blind Mice Master Plan and development
- SS Sicamous Master Plan projects
- Dog Park Improvements
- Transportation priorities (cycling and pedestrian infrastructure)

Given the wide variety of projects that the City could consider funding, the intent of the funding, and the amount of funding provided, Staff are proposing the funds be divided in to three main categories, as follows:



1. Existing Approved Projects (20% of the funding):

   The City is facing the same inflationary pressures as are being experienced everywhere in the world, and the actual cost for already approved projects are in the 25%-40% higher than budgeted in some cases.

As a result, staff are recommending this first allocation of funding ensure that already approved projects can be proceed as planned.

Council would be advised of the use of these funds through the financial variance process, and the following are a list of projects that may require access to these funds:

- Facilities projects (Community Centre upgrades, SOEC sign, City Hall renovations, etc)
- Neighborhood rehabilitation projects (paving, road rehabilitation)
- Transportation projects (ex. sidewalk program, traffic calming)
- Parks projects (Skaha Splash Pad, Court upgrades, Decorative scrolls etc)

2. Strategic community projects identified by Council (40%):

   Through strategic planning and in discussions with Council over the first six months of their term, staff have heard interest in a number of projects that without this grant, might otherwise be on the "unfunded" list of City projects. The projects that have been identified to date include (with rough order of magnitude cost estimates):

   - Downtown, Okanagan and Skaha Lake decorative seasonal lighting displays ($350k)
   - Riverside Skate Park and Basketball Court Lighting ($350k – May 2, 2023 NOM for Skate Park only, staff recommend doing adjacent basketball court at the same time, for estimated total cost of $400k)
   - Urban Forestry Master Plan projects ($100k)
   - Kiwanis Pier replacement and park upgrades ($1.5-2M)

3. North Gateway (40%):

   The third proposed use of the fund is projects that align with the goals and objectives of the North Gateway. These projects are well suited to the funds objectives, as significant growth is anticipated in the North Gateway, and these funds can assist with expediting the completion of various projects that will support this growth. Staff are still working on the sequencing of the various projects and it is anticipated that these projects would flow through the City's regular budget process, with the funding identified at the time. Projects could include:

   - Westminster Avenue
   - City's contribution towards Highway 97 changes
   - Work associated with land exchanges or strategic purchases
   - Planning and design for an attached Convention Hotel, workforce housing opportunities or park land reinvestment.

By allocating a portion of the funds to each of these three categories, the City will be able to deliver the already approved capital program without having to struggle with inflationary costs on a project by project basis, can advance a key strategic initiative in the North Gateway that will result in a positive return to the community, and will see a portion of the funds be used to advance a number of community projects that Council has expressed an interest in completing.

From a process perspective, as noted above, projects that fall in to the first or second category (existing approved projects and the identified community projects) will be amended through the quarterly financial variance reports. For projects that fall in to the third category, further reports either independently, or through the budget process, will be brought forward to Council for individual decisions and authorizations.

Alternative

THAT Council gives first, second and third reading to "Growing Communities Reserve Fund Bylaw No. 2023-17" to establish a reserve fund for the Growing Communities Fund Grant in accordance with the *Community Charter*;

AND That Council authorize the transfer of $7.177M of grant funds from the Growing Communities Fund Grant into the Growing Communities Fund Reserve;

AND That the funds be used to fund projects as determined by Council;

AND That Council direct staff to amend the 2023-2027 Financial Plan accordingly.

Attachments

Attachment A –Growing Communities Reserve Fund Bylaw No. 2023-17

Attachment B – Letter from the Province dated March 16, 2023

Attachment C – Listing of Carry Forward Projects from 2022

Attachment D – Listing of 2023 Capital Projects

Attachment E – Listing of Unfunded Projects

Respectfully submitted,

Angela Campbell
Director of Finance and Administration

Kristen Dixon
General Manager of Infrastructure

General Manager of Community Services	Chief Administrative Officer
AH	DvD

The Corporation of the City of Penticton

Bylaw No. 2023-17

A Bylaw to Establish a Growing Communities Reserve Fund

WHEREAS the Province of British Columbia has provided one-time funding from the Growing Communities Fund to address the increasing need for infrastructure and amenities to serve population growth in a way that reflects each unique community;

AND WHEREAS Section 188 of the *Community Charter* authorizes Council to establish a reserve fund for a specified purpose and direct that money be placed to the credit of the reserve fund;

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

1. **Title:**

This bylaw may be cited for all purposes as "Growing Communities Reserve Fund Bylaw No. 2023-17".

2. **Purpose:**

2.1 The "Growing Communities Reserve Fund" is hereby established for the purpose of expenditures for or in respect to capital infrastructure.

2.2 Monies from the Government of BC Growing Communities Fund will be directed to the "Growing Communities Reserve Fund".

2.3 Any and all amounts in the "Growing Communities Reserve Fund", including any interest earned or accrued, must be used only for eligible capital and planning purpose expenditures as defined by the Province of British Columbia's Growing Communities Fund program.

2.4 If any section, subsection, paragraph, clause or phrase of this bylaw is for any reason held to be invalid by the decision of a court of competent jurisdiction, such decision does not affect the validity of the remaining portions of this bylaw.

READ A FIRST time this	day of	, 2023
READ A SECOND time this	day of	, 2023
READ A THIRD time this	day of	, 2023
ADOPTED this	day of	, 2023

Julius Bloomfield, Mayor

Angie Collison, Corporate Officer

BRITISH COLUMBIA

March 16, 2023

Ref: 271994

Their Worship Mayor Julius Bloomfield
City of Penticton
171 Main St
Penticton BC V2A 5A9

Dear Mayor Bloomfield:

The population of B.C. has increased consistently over the past decade and is projected to keep growing in the next 10 years. The provincial government understands the need to facilitate greater housing supply for our growing population. The province will support local governments in addressing the multiple funding and financing constraints to aid in the construction of infrastructure and amenities for all B.C. communities. Local governments' investment in core community infrastructure and amenities increases the amount of land that is ready to be developed to a higher density.

The Government of B.C. has invested considerable resources in infrastructure and amenities in the past 10 years and has strategically leveraged federal funding to that effect. More than $1.6 billion in federal and provincial funding have been invested in our communities since 2018 through the Investing in Canada Infrastructure Program. However, as there is still more to be done for infrastructure and amenities, the provincial government is pleased to provide the Growing Communities Fund (GCF) for local governments province-wide.

As a one-time grant, the GCF will provide up to $1 billion through direct grants to local governments to support all B.C. communities, with a focus on those communities that need to increase the pace and scale of housing supply. The principal objective of the GCF is to increase the local housing supply with investments in community infrastructure and amenities. Municipalities are encouraged to work closely with adjacent local First Nations, in recognition of the *Declaration on the Rights of Indigenous Peoples Act*, as this collaboration strengthens our communities and regions.

The funding provided through the GCF should be limited to one-off costs needed to build required infrastructure and amenities rather than funding ongoing or operational activities. These funds are to be incremental to currently planned investments and should accelerate the delivery of capital projects. Eligible costs are as follows:

- Public drinking water supply, treatment facilities and water distribution;
- Local portion of affordable/attainable housing developments;

.../2

Ministry of Municipal Affairs Office of the Minister

Mailing Address:
PO Box 9056 Stn Prov Govt
Victoria BC V8W 9E2
Phone: 250 387-2283
Fax: 250 387-4312

Location:
Parliament Buildings
Victoria BC V8V 1X4

http://www.gov.bc.ca/muni

- Childcare facilities;
- Municipal or regional capital projects that service, directly or indirectly, neighbouring First Nation communities;
- Wastewater conveyance and treatment facilities;
- Storm water management;
- Solid waste management infrastructure;
- Public safety/emergency management equipment and facilities not funded by senior level government;
- Local road improvements and upgrades;
- Sidewalks, curbing and lighting;
- Active transportation amenities not funded by senior level government;
- Improvements that facilitate transit service;
- Natural hazard mitigation;
- Park additions/maintenance/upgrades including washrooms/meeting space and other amenities; and
- Recreation-related amenities.

Further to the above-noted capital costs, one-off costs can include:

- Costs of feasibility studies (including infrastructure capacity assessment); other early-stage development work; costs of designing, tendering and acquiring land (where it is wholly required for eligible infrastructure projects); constructing eligible infrastructure projects; and, in limited situations, non-capital administrative costs where these are necessary, for example adding staff capacity related to development or to establish complementary financing for local government owned infrastructure or amenities.

I am pleased to advise you that the City of Penticton is the recipient of a $7,177,000 grant under the Growing Communities Fund. This amount will be directly transferred to your local government by March 31, 2023.

Under part 7 of the Local Government Grants Regulations, the amount of the grant to each local government is set by the Minister of Municipal Affairs. The determination of this amount was based on a formula that applies to all municipalities.

This formula is based on three components: a flat funding amount, an "adjusted population" amount and a "population growth" amount. The flat amount is $500,000. The "adjusted population" amount is $365 per adjusted population. The population adjustment ensures smaller municipalities get a higher per capita share of funding despite larger municipalities receiving more funding in absolute dollars. The "population growth" amount is $1,000 per capita population growth between 2016 and 2021.

.../3

As a condition of this funding, the grant must be placed in a segregated reserve fund established by bylaw under section 188 of the *Community Charter* for the Capital and Planning purposes of the GCF. This fund must be separate from other existing reserve funds. To ensure full transparency regarding the use of funds, your local government will be required to annually report on how it spends this grant. This will be part of the annual financial reporting required under section 167 of the *Community Charter*. Your local government will provide a schedule to the audited financial statements respecting the amount of funding received, the use of those funds and the year-end balance of unused funds. Your local government must continue to annually report on the use of grant money until the funds are fully drawn down.

Further to the financial reporting, an annual report that identifies work-related Housing Needs Reports and pre-zoning requirements, as applicable, is required. The province also encourages highlighting projects that align with provincial priorities such as CleanBC and childcare; as well as those that align with the province's Environmental, Social and Governance framework for capital projects.

Finally, requirements will include parameters for public recognition of the funding related to projects. The province must be consulted prior to any proactive media events or news releases related to the project. Funded projects must also acknowledge the province's contribution through temporary and permanent on-site signage. The provincial government anticipates that the funds will be expended within approximately five years of receipt.

If you have any questions or comments regarding this letter, please feel free to contact the Local Government Infrastructure and Finance Branch by email at: LGIF@gov.bc.ca. Further information on the program will be available on the following webpage: https://www2.gov.bc.ca/gov/content/governments/local-governments/grants-transfers/grants/bc-s-growing-communities-fund.

The province welcomes this opportunity to support the growth of the supply of housing throughout British Columbia. We believe that this funding will contribute to the capacity of B.C. local governments to provide critical services as our province and economy grows.

Sincerely,

Anne Kang
Minister

pc: Donny van Dyk, Chief Administrative Officer, City of Penticton
Angela Campbell, Chief Financial Officer, City of Penticton

Attachment with Example Calculation for a Municipality with 15,000 People

Population Range	From	To	Adjustment Factor
1. Very Small	0	2,000	100%
2. Small	2,001	5,000	80%
3. Small-Med	5,001	10,000	60%
4. Medium	10,001	20,000	40%
5. Large-Med	20,001	40,000	20%
6. Large	40,001	150,000	10%
7. Very Large	150,001	900,000	5%

To illustrate, for a city of 15,000 people, the adjusted population is:

- For this first 2,000 residents, adjustment of 100% = 2,000 x 100% = 2,000
- For the next 3,000 (up to 5,000), adjustment of 80% = 3,000 x 80% = 2,400
- For the next 5,000 (up to 10,000), adjustment of 60% = 5,000 x 60% = 3,000
- For the last 5,000 (up to 15,000), adjustment of 40% = 5,000 x 40% = 2,000

Thus, the city of 15,000 people has an adjusted population of 9,400 (=2,000 + 2,400 + 3,000 + 2,000).

If the city grew by 4,500 people between 2016-2021, the total grant amount is calculated as follows:

Component	Calculation	Result
Flat Funding	$500,000	$500,000
Adjusted Population	= 9,400 x $365	$3,431,000
Population Growth	= 4,500 x $1,000	$4,500,000
Total Grant		$8,431,000

2022 Capital Carry Forward to 2023 List

Project	2022 Carry Forward to 2023
Major Projects	
Aging Sanitary Sewer Infrastructure Replacements and Upgrades	1,219,164
AWWTP - Expansion & Upgrades	5,997,687
City Yards - Building Upgrades	1,488,945
Enhancement - Utility Scale Battery	1,700,000
Penticton Ave PRV Upgrade	2,803,643
WTP Pressure Reducing Station Equipment - Upgrade Penticton Ave PRV Control System	328,850
Penticton Creek Revitalization 3	512,920
Penticton Creek Revitalization Reach 3a(upper)/3b & Structure 3&4	765,019
Point Intersection Kinney & South Main - Re-Align Galt Avenue Engineering	3,036,528
Point Intersection Kinney & South Main - Re-Align Galt Avenue Electric Portion	1,118,750
Point Intersection Kinney & South Main - Re-Align Galt Avenue - Sewer Portion	192,313
Point Intersection Kinney & South Main - Re-Align Galt Avenue - Water Portion	192,500
Ridgedale Reservoir Upgrade	4,217,611
Total Major Projects	**23,573,930**
Engineering	
AAA Bike Network Plan	489,400
Alberni St Road Works - Design	7,978
City Parking Lots	34,633
Decorative Scroll Installation	184,630
Ellis Creek Reach 7 Design	200,000
Oxbow Drainage Improvements	112,000
Pavement Management: Rehabilitation	307,933
Penticton Creek Environmental Monitoring	39,262
Penticton Creek Revitalization Reach 2	449,533
Sidewalks, Curbs & Gutter Projects	189,257
Traffic Calming Program (Dividend)	43,000
Total Engineering	**2,057,626**
Facilities	
City Hall - Front Door Repairs	20,000
City Hall - Main Floor Washroom Upgrade	4,725
City Hall - Minor Renovations	15,448
City Wide Security - Audit & Upgrades	25,996
City Yards - Building Upgrades	287,545
City Yards - Mezzanine Stairway	20,000
Community Center - Cleland AV Upgrades	143,604
Community Centre - Front Counter Redesign	6,850
Curling Rink - Stair Upgrade	17,413
EV - Electric Vehicle Charging Stations	395,000

Fire Hall 2 - 2 Bay Garage	475,204
Fire Hall 2 - Central HVAC System	20,000
Fire Hall 2 - Concrete Pad at Rear of Station	50,000
Fire Hall 2 - Rear Paved Surfaces	35,000
Leir House - Miscellaneous Capital	23,146
Library/Museum - Circulation Desk Renovation	30,000
Library/Museum - HVAC Replacement	78,570
Library/Museum - Main Distribution Panel	126,256
Library/Museum - Miscellaneous Minor Capital	14,905
Memorial Arena - Ammonia Dump	25,000
OHTC - Mechanical	10,000
OHTC - Miscellaneous Capital	3,364
PTCC - Carpet Shampooer	25,000
PTCC - Dishpit	165,000
PTCC - Freezer Room Repair	70,017
PTCC - Generator	66,370
PTCC - Roof Access Deterrent	15,000
PTCC - Staging	10,000
Public Washrooms - Install New Gates & Locks	38,824
Public Washrooms - Okanagan Lake Park Washroom	182,092
Public Washrooms - Riverside Washroom	174,781
Rainfall Monitoring	9,274
RCMP - Building & External Upgrades	379,219
Re-key City Buildings	93,953
Skaha Marina Repairs	105,627
Soccer Facility - Cinderblock Building Demolition	150,000
SOEC - Bowl Seating Attic Stock	70,000
SOEC - Hallway Flooring	25,000
SOEC - Miscellaneous Minor Capital	11,397
SOEC - Ovens	50,000
SOEC - Readerboard sign	200,000
SOEC - Remote Ice Temperature Sensors	10,000
SS Sicamous - Repairs	73,992
Total Facilities	**3,753,573**
Fire Services	
Emergency Training Center Upgrades	13,674
Fire Services - Equipment Replacement	14,358
Total Fire Services	**28,032**
Information Technology	
GIS - Software/Hardware Purchases	12,558
Information Technology - Hardware	248,858
Information Technology - Infrastructure	278,295
SOEC - Capital IT/AV	126,814
Total Information Technology	**666,524**

Public Works - Cemetery	
Lakeview Cemetery Upgrades	80,123
Total Public Works - Cemetery	**80,123**
Public Works - Fleet	
1 Ton Pickup (Replace Unit 133)	75,000
1 Ton Pickup w/ Winch Crane (Replace Unit 41)	70,000
1/2 Ton Pickup Truck (Replace Unit 134)	40,000
A/C Machine	5,000
Aerator (Replace Unit 9430)	20,000
Auto Hoist	16,000
Boom Flail Mower for Municipal tractor	36,000
Brake Lathe	3,500
Bush Truck (Replace Unit B-201)	80,000
Cabinets/Benches	25,000
Digger Derrick Aerial (Replace Unit 64)	367,000
New BEO Vehicle	39,673
New CSO Vehicle	39,673
Pickup truck (Replace Unit 3)	34,000
Pickup truck (Replace Unit 31)	40,000
Pumper/Rescue Combination Truck (replacing #E203 & R202)	99,860
Shop Equipment	5,556
Single Dump (Replace Unit 53)	150,000
Small Lawn Tractor (replacing unit #9510)	3,500
SOEC - Ice Resurfacer (Replace Unit 335)	185,000
Spray Truck (Replace Unit 130)	50,000
Tandem Dump (replacing unit #43)	300,000
Utility Service Truck (replacing unit #51)	235,000
Total Public Works - Fleet	**1,919,763**
Public Works - Parks	
Kings Park - Entry Improvements	34,530
Skaha Park - Splash Pad Replacement	441,330
SS Sicamous - Irrigation and Landscaping	95,128
Sudbury Park - Parking Lot Landscaping	24,066
Total Public Works - Parks	**595,053**
Electric	
Electrical Hybrid or Electric Van	65,000
Electrical Inventory Storage racks (Utility poles & Spools, etc)	137,789
Enhancement - System Reliability Improvements	309,482
Expansion - Carmi Substation Feeders	561,309
Fiber Optic System Redundancy	121,390
Total Electric	**1,194,970**

Water	
100mm Water Main Replacement Program	871,864
Aging Water Main Replacement Program	804,856
Agricultural Irrigation Meter Program	55,132
Ellis 2 Dam - Consulting & Upgrades	249,727
Ellis 4 Dam Upgrades	52,695
Irrigation System - Infrastructure Renewals	638,000
Rainfall Monitoring	119,907
ROW - Right of Way Acquisitions	58,817
Skaha Marina - 2" Waterline/Fire Hydrant	20,000
Valleyview Road Improvements	130,000
WTP - Equipment Replacement	22,242
WTP - Roof Replacement	118,745
WTP - Rotork Valve Replacement	155,891
Total Water	**3,297,875**
Sewer	
1990 HVAC Replacement	46,541
Aging Water Main Replacement Program	85,000
Asset Management Renewal Assessment Waste Water Lift Stations	51,763
AWWTP - Asset Management Renewal	69,735
AWWTP - Bioreactor Gate Replacement	250,000
AWWTP - Chemscan	11,467
AWWTP - CMMS (Asset Management software)	60,000
AWWTP - Main Breaker PDC Replacement	50,000
AWWTP - PLC Upgrades	26,412
East Penticton Interceptor - Fairview Ave to Treatment Plant	95,000
LWMP review	39,998
Power Monitoring Efficiencies	25,017
Wilson & Marina Way Generators and Flow Meters	170,795
Total Sewer	**981,727**
Total 2022 Carry Forwards to 2023	**38,149,196**

City of Penticton

Financial Plan 2023-2027

Appendix A – Capital plan

Capital Budget Summary

	2023 Budget	2024 Budget	2025 Projection	2026 Projection	2027 Projection
FUNDED Capital					
General Capital Fund					
Engineering	3,986,600	3,303,700	3,348,100	3,455,400	4,116,300
Facilities	4,405,600	2,871,000	2,155,000	1,675,000	1,675,000
Fire Services	58,000	59,300	60,600	61,300	62,600
Information Technology	1,291,000	1,136,000	711,000	586,000	536,000
Planning	150,000	-	-	-	-
Public Works - Cemetery	149,000	60,000	60,000	70,000	70,000
Public Works - Fleet	4,315,250	1,421,100	851,050	2,054,750	1,645,450
Public Works - General	75,000	-	-	-	-
Public Works - Parks	441,000	1,708,000	1,774,000	3,171,460	3,315,900
Public Works - Traffic Control	127,000	131,425	135,886	141,383	62,917
Sustainability	197,000	-	-	-	-
Total General Capital Fund	**15,195,450**	**10,690,525**	**9,095,636**	**11,215,293**	**11,484,167**
Sewer Capital	3,155,800	6,398,000	3,092,300	8,406,000	3,170,000
Water Capital	4,209,025	14,808,250	8,547,775	4,268,328	3,999,150
Electric Capital	5,294,740	5,904,201	5,243,319	7,489,472	7,669,117
Total Funded Capital Projects	**$ 27,855,015**	**$ 37,800,976**	**$ 25,979,030**	**$ 31,379,093**	**$ 26,322,434**
UNFUNDED Capital					
Engineering	-	3,612,000	4,705,600	4,008,000	12,779,680
Facilities	900,000	26,205,000	4,842,000	35,000,000	-
Public Works - General	-	1,225,000	-	-	-
Public Works - Parks	-	-	898,000	-	-
Engineering	-	2,001,700	-	-	-
Total Unfunded Capital Projects	**$ 900,000**	**$ 33,043,700**	**$ 10,445,600**	**$ 39,008,000**	**$ 12,779,680**

General Capital Fund – Summary

	2023 Budget	2024 Budget	2025 Projection	2026 Projection	2027 Projection
FUNDED Capital					
Engineering	3,986,600	3,303,700	3,348,100	3,455,400	4,116,300
Facilities	4,405,600	2,871,000	2,155,000	1,675,000	1,675,000
Fire Services	58,000	59,300	60,600	61,300	62,600
Information Technology	1,291,000	1,136,000	711,000	586,000	536,000
Planning	150,000	-	-	-	-
Public Works - Cemetery	149,000	60,000	60,000	70,000	70,000
Public Works - Fleet	4,315,250	1,421,100	851,050	2,054,750	1,645,450
Public Works - General	75,000	-	-	-	-
Public Works - Parks	441,000	1,708,000	1,774,000	3,171,460	3,315,900
Public Works - Traffic Control	127,000	131,425	135,886	141,383	62,917
Sustainability	197,000	-	-	-	-
Total Funded General Capital Projects	**15,195,450**	**10,690,525**	**9,095,636**	**11,215,293**	**11,484,167**
Funding Sources & Transfers					
Electrical Dividend	(3,744,000)	(4,288,025)	(4,329,226)	(4,201,083)	(4,096,557)
Provincial Grant Funding	(2,218,600)	-	-	-	-
Federal Grant Funding	(840,000)	-	-	-	-
Donations	(50,000)	-	-	-	-
Transfer to/(from) Canada-Community Building Fund	(2,684,518)	(1,549,292)	(1,504,002)	(1,747,317)	(1,962,099)
Transfer to/(from) Climate Action Reserve	(167,000)	-	-	-	-
Transfer to/(from) DCC Reserve - Roads & Highways	(494,782)	(262,508)	(236,798)	(282,883)	(247,401)
Transfer to/(from) DCC Reserve - Parks	-	(346,500)	(310,860)	(1,290,960)	(1,716,660)
Transfer to/(from) Equipment Replacement Reserve	(4,266,250)	(2,677,300)	(1,082,450)	(2,261,350)	(1,827,250)
Transfer to/(from) Asset Sustainability Reserve	(403,000)	(874,000)	-	-	-
Transfer to/(from) Marina Reserve	(25,000)	-	-	-	-
Transfer to/(from) RCMP Reserve	(115,000)	(75,000)	-	-	-
Transfer to/(from) Storm Operating	(187,300)	(617,900)	(1,632,300)	(1,431,700)	(1,634,200)
Total Funding Sources	**(15,195,450)**	**(10,690,525)**	**(9,095,636)**	**(11,215,293)**	**(11,484,167)**
General Capital Fund	$ -	$ -	$ -	$ -	$ -
UNFUNDED Capital					
Engineering	-	3,612,000	4,705,600	4,008,000	12,779,680
Facilities	900,000	26,205,000	4,842,000	35,000,000	-
Public Works - General	-	1,225,000	-	-	-
Public Works - Parks	-	-	898,000	-	-
Total Unfunded General Capital Projects	**$ 900,000**	**$ 31,042,000**	**$ 10,445,600**	**$ 39,008,000**	**$ 12,779,680**

Facilities

	2023 Budget	2024 Budget	2025 Projection	2026 Projection	2027 Projection
FUNDED Capital					
Art Gallery - Structural Repairs	50,000	-	150,000	-	-
City Hall - Building Renovation	-	400,000	-	-	-
City Hall - Electrical Upgrades	40,000	-	-	-	-
City Hall - Minor Renovations	20,000	20,000	20,000	20,000	20,000
City Hall - Server Room Renovations	100,000	-	-	-	-
City Yards - Building Upgrades	100,000	-	500,000	-	-
City Yards - Fleet Shop Ventilation	75,000	-	-	-	-
City Yards - Minor Renovations	20,000	-	-	20,000	20,000
City Yards - Overhead & Man doors	15,000	15,000	-	-	-
City Yards - Renovate Washrooms	-	20,000	-	-	-
City Yards - Rooftop Units	30,000	-	-	-	-
City Yards - Salt Shed Extension & Enclosure	100,000	-	-	-	-
Community Center - Cleland Dressing Room Renovations	50,000	50,000	-	-	-
Community Center - Cleland Smoke Evacuation Hatches (CCBF)	75,000	-	-	-	-
Community Centre - BugabooU Renovation (Grant Expense)	2,218,600	-	-	-	-
Community Centre - Electrical	-	80,000	60,000	-	-
Community Centre - Front Counter Redesign (CCBF)	150,000	-	-	-	-
Community Centre - Mechanical	-	50,000	-	-	-
Community Centre - Minor Renovations	10,000	10,000	10,000	10,000	10,000
Community Centre - Office Renovation (CCBF)	40,000	-	-	-	-
Community Centre - Replace Boiler & Chiller	-	600,000	-	-	-
Community Safety Building - Site Analysis & Program Development	300,000	-	-	-	-
Curling Rink - Install Hybrid Elevator (CCBF)	125,000	-	-	-	-
Dog Kennel Building Improvements	35,000	-	-	-	-
Future Facilities Capital Projects	-	-	435,000	1,068,500	1,150,000
Jubilee Pavilion - Mechanical	-	20,000	-	-	-
Leir House - Miscellaneous Capital	-	125,000	125,000	100,000	-
Memorial Arena - Miscellaneous Capital	-	10,000	-	-	-
OHTC - Miscellaneous Capital	-	-	25,000	6,500	-
Property Acquisition Structure Demolitions	120,000	-	-	-	-
PTCC - Accessibility & Code Requirements	-	-	65,000	-	-
PTCC - Air Wall	-	200,000	-	-	-
PTCC - Carving Station	-	14,000	-	-	-
PTCC - Expo Lounge Renovation	-	-	-	65,000	-
PTCC - Lutron Controller	50,000	-	-	-	-
PTCC - Resurface Ballroom Floor	-	35,000	-	-	-
PTCC - Small Wares	-	35,000	-	-	-
PTCC - Walkway & Rear Entrance	-	600,000	200,000	-	-
PTCC - Wallpaper	-	250,000	-	-	-
Public Washrooms - Install New Gates & Locks	40,000	-	-	-	-
RCMP - Generator	125,000	-	-	-	-
RCMP - Internal Upgrades	-	-	75,000	75,000	75,000
RCMP - Internal Upgrades (RCMP Reserve)	115,000	75,000	-	-	-
RCMP - Main Distribution Panel	-	-	250,000	-	-
RCMP - Roof	-	-	-	-	400,000
Re-key City Buildings	-	60,000	-	-	-
Soccer Facility - Recover Roof Bubble (CCBF)	300,000	-	-	-	-
Soccer Facility - Turf Maintenance Equipment	12,000	-	-	-	-
Soccer Facility - Washroom	-	-	200,000	-	-
SOEC - Box Office HVAC	-	50,000	-	-	-
SOEC - Gate 1 Remodel	-	-	-	150,000	-
SOEC - Hallway Flooring	-	25,000	25,000	25,000	-
SOEC - Heat Pumps	50,000	50,000	-	-	-

Facilities cont'd

	2023 Budget	2024 Budget	2025 Projection	2026 Projection	2027 Projection
FUNDED Capital					
SOEC - LED Lighting	-	65,000	-	-	-
SOEC - Men's Room Facilities Replacement	-	-	-	35,000	-
SOEC - Miscellaneous Minor Capital	-	12,000	-	-	-
SOEC - Rooftop Units	20,000	-	-	-	-
SOEC - Suite Drapes	-	-	15,000	-	-
SOEC - Vault Remodel	-	-	-	100,000	-
Westminister Center - Mechanical	20,000	-	-	-	-
Total Funded Facilities Capital	**$ 4,405,600**	**$ 2,871,000**	**$ 2,155,000**	**$ 1,675,000**	**$ 1,675,000**
UNFUNDED Capital					
City Hall - Building Renovation (UNFUNDED)	-	-	4,000,000	-	-
Community Safety Building (UNFUNDED)	-	25,000,000	-	-	-
Skaha Park East - Boathouse Building (UNFUNDED)	-	455,000	-	-	-
SOEC - Jumbotron (UNFUNDED)	-	750,000	-	-	-
SS Sicamous - Repairs & Abatement (UNFUNDED)	900,000	-	-	-	-
Twin Arenas (UNFUNDED)	-	-	842,000	35,000,000	-
Total Unfunded Facilities Capital	**$ 900,000**	**$ 26,205,000**	**$ 4,842,000**	**$ 35,000,000**	**$ -**
Total Facilities Capital	**$ 5,305,600**	**$ 29,076,000**	**$ 6,997,000**	**$ 36,675,000**	**$ 1,675,000**

Engineering – General Capital Budget

	2024 Budget	2024 Budget	2025 Projection	2026 Projection	2027 Projection
FUNDED Capital					
Storm Drainage					
Churchill Avenue Storm Improvements (Storm)	-	617,900	-	-	-
Power Street North Storm Improvements (Storm)	-	-	-	-	1,634,200
Power Street South Storm Improvements (Storm)	-	-	-	1,431,700	-
Riverside Drive Storm Diversion (Storm)	-	-	1,632,300	-	-
Storm Drainage Projects - Budget (Storm)	112,300	-	-	-	-
Total Storm Drainage	**112,300**	**617,900**	**1,632,300**	**1,431,700**	**1,634,200**
Roads & Maintenance					
AAA Bike Network Plan (CCBF)	351,615	725,000	-	-	-
AAA Bike Network Plan (DCC)	308,385	-	-	-	-
AAA Bike Network Plan (Grant Expense)	840,000	-	-	-	-
Intersection & Road Marking Improvements (CCBF)	163,000	329,055	47,808	334,223	498,000
Intersection & Road Marking Improvements (DCC)	-	52,945	7,692	53,777	-
Lanes - Pavement Reconstruction	67,000	-	-	-	272,600
Lanes - Pavement Reconstruction (Storm)	75,000	-	-	-	-
Pavement Management: Rehabilitation (Asset Sustainability)	-	874,000	-	-	-
Pavement Management: Rehabilitation (CCBF)	902,500	-	922,600	898,000	943,000
Safe Routes to School	150,000	-	-	-	-
Sidewalks, Curbs & Gutter Projects (CCBF)	427,403	143,237	156,594	156,594	169,099
Sidewalks, Curbs & Gutter Projects (DCC)	186,397	209,563	229,106	229,106	247,401
Traffic Calming Program (Asset Sustainability)	403,000	-	-	-	-
Traffic Calming Program (CCBF)	-	352,000	352,000	352,000	352,000
Total Roads & Maintenance	**3,874,300**	**2,685,800**	**1,715,800**	**2,023,700**	**2,482,100**
Total Funded Engineering General Fund Capital	**$ 3,986,600**	**$ 3,303,700**	**$ 3,348,100**	**$ 3,455,400**	**$ 4,116,300**
UNFUNDED Capital					
AAA Bike Network Plan (UNFUNDED)	-	3,612,000	195,000	1,663,000	1,662,000
Ellis Creek Reach 7 (UNFUNDED)	-	-	200,000	35,000	3,841,000
Ellis Creek Reach 8 (UNFUNDED)	-	-	-	200,000	35,000
Ellis Creek Reach 9 (UNFUNDED)	-	-	-	-	200,000
Main Street 400 Block Infrastructure (UNFUNDED)	-	-	2,010,600	-	-
North Gateway Transportation (UNFUNDED)	-	-	-	-	3,790,080
Penticton Creek Revitalization Reach 2 (UNFUNDED)	-	-	2,300,000	1,985,000	-
Reservoir Road Reconstruction (UNFUNDED)	-	-	-	125,000	3,251,600
Total Unfunded Engineering Capital	**$ -**	**$ 3,612,000**	**$ 4,705,600**	**$ 4,008,000**	**$ 12,779,680**

Fire Services

	2023 Budget	2024 Budget	2025 Projection	2026 Projection	2027 Projection
FUNDED Capital					
Emergency Training Center Upgrades	12,000	12,500	13,000	13,500	14,000
Fire Hose Replacement	15,000	15,600	16,200	16,200	16,800
Fire Services - Equipment Replacement	31,000	31,200	31,400	31,600	31,800
Total Funded Fire Services Capital	**$ 58,000**	**$ 59,300**	**$ 60,600**	**$ 61,300**	**$ 62,600**

Fleet

	2023 Budget	2024 Budget	2025 Projection	2026 Projection	2027 Projection
FUNDED Capital					
1 Ton Pickup (Replace Unit 104)	-	85,000	-	-	-
1/2 Ton 4x4 Pickup (Replace Unit 29)	-	50,000	-	-	-
1/2 Ton Pickup (Replace Unit 138)	-	90,000	-	-	-
1/2 Ton Pickup (Replace Unit 17)	-	42,000	-	-	-
100' Platform Fire Truck (Replace Unit #L-202)	2,300,000	-	-	-	-
Aerator (Replace Unit 9429)	-	11,000	-	-	-
Auto Hoist (Replace Unit 151)	33,000	-	-	-	-
Brake Lathe	-	3,500	-	-	-
Car (Replace Unit 108)	42,000	-	-	-	-
Compressor (Replace Unit 80)	-	45,000	-	-	-
Concrete Crew Support Trailer	15,000	-	-	-	-
Digger Derrick Aerial (Replace Unit 50)	450,000	-	-	-	-
Double Cab Truck with Dump Box	180,000	-	-	-	-
Fertilizer Spreader (Replace Unit 9424)	-	6,000	-	-	-
Fire Investigation Trailer	20,000	-	-	-	-
Fleet Future Capital Purchases	-	-	851,050	2,054,750	1,645,450
Fume Extractor	10,000	-	-	-	-
Information Technology Van	45,000	-	-	-	-
Mini Pickup (Replace Unit 1)	-	42,000	-	-	-
Mini Van (Replace Unit 5)	-	42,000	-	-	-
Minivan (Replace Unit 107)	42,000	-	-	-	-
Overseeder (Replace Unit 9460)	-	11,000	-	-	-
Parks Equipment	14,750	20,600	-	-	-
Parks Tilt Trailer (Replace Unit 9210)	-	10,000	-	-	-
Pickup Truck (Replace Unit 129)	110,000	-	-	-	-
Pickup Truck (Replace Unit 2)	42,000	-	-	-	-
Pickup Truck (Replace Unit 23)	-	42,000	-	-	-
Pickup Truck (Replace Unit 33)	42,000	-	-	-	-
Pickup Truck (Replace Unit 4)	42,000	-	-	-	-
Pickup Truck (Replace Unit 83)	-	40,000	-	-	-
Pickup Truck (Replace Unit 96)	42,000	-	-	-	-
Puller Tensioner (Replace Unit 76)	-	230,000	-	-	-
Quad Trailer (Replace Unit 9205)	5,000	-	-	-	-
Rotary Mower (Replace Unit 773)	-	75,000	-	-	-
Rototiller (Replace Unit 9470)	5,000	-	-	-	-
Shop Equipment	7,500	7,500	-	-	-
Sign Maintenance Van (Replace Unit 4)	95,000	-	-	-	-
Single Dump (Replace Unit 54)	250,000	-	-	-	-
Small Sander (Replace Unit 90)	-	25,000	-	-	-
Snow Plows/Sanders/Blades (Replace Unit 86)	180,000	75,000	-	-	-
SPU Towing/Training Pickup	75,000	-	-	-	-
Steam Cleaner	-	10,000	-	-	-
Tractor (Replace Unit 69)	90,000	-	-	-	-
Truck (Replace Unit I-202)	-	42,000	-	-	-
Truck (Replace Unit I-203)	-	42,000	-	-	-
Tycrop Top Dresser (Replace Unit 403)	75,000	-	-	-	-

Fleet cont'd

	2023 Budget	2024 Budget	2025 Projection	2026 Projection	2027 Projection
FUNDED Capital					
Utility Technician Van	95,000	-	-	-	-
Van (Replace Unit 137)	-	65,000	-	-	-
Van (Replace Unit 6)	-	42,000	-	-	-
Van (Replace Unit I-201)	-	45,000	-	-	-
Water Tank (Replace Unit 9465)	-	7,500	-	-	-
Welder	8,000	-	-	-	-
Wheel Balancer	-	15,000	-	-	-
Zamboni (Replace Unit 331)	-	200,000	-	-	-
Total Funded Fleet Capital	**$ 4,315,250**	**$ 1,421,100**	**$ 851,050**	**$ 2,054,750**	**$ 1,645,450**

Information Technology

	2023 Budget	2024 Budget	2025 Projection	2026 Projection	2027 Projection
FUNDED Capital					
GIS - Software Upgrade	$ 500,000	$ -	$ -	$ -	$ -
Information Technology - Cleland Theatre Sound/Lighting Upgrades	10,000	10,000	10,000	10,000	10,000
Information Technology - Hardware - Audio Visual, Security Video	100,000	100,000	100,000	100,000	100,000
Information Technology - Hardware - Council Chambers	25,000	10,000	10,000	10,000	10,000
Information Technology - Hardware - Desktop/Cellular Telephone Hardware	100,000	10,000	10,000	10,000	10,000
Information Technology - Hardware - Desktops, Laptops, Tablets	125,000	125,000	125,000	125,000	125,000
Information Technology - Hardware - Printers, Pressure Sealer	6,000	6,000	6,000	6,000	6,000
Information Technology - Hardware - Servers, Appliances	100,000	500,000	75,000	50,000	25,000
Information Technology - Infrastructure - Local Area Network	100,000	50,000	50,000	50,000	50,000
Information Technology - Smart City Infrastructure	-	-	100,000	50,000	50,000
Information Technology - Software - Records Management	100,000	200,000	100,000	50,000	25,000
IT Strategy - System Reconfigurations	25,000	25,000	25,000	25,000	25,000
SOEC - Capital IT/AV	100,000	100,000	100,000	100,000	100,000
Total Funded IT Capital	**$ 1,291,000**	**$ 1,136,000**	**$ 711,000**	**$ 586,000**	**$ 536,000**
Allocation out to Utility					
IT - Billing Software Upgrade/Replacement - Electrical Portion	175,000	-	-	-	-
IT - Billing Software Upgrade/Replacement - Sewer Portion	87,500	-	-	-	-
IT - Billing Software Upgrade/Replacement - Water Portion	87,500	-	-	-	-
Total IT Allocation out to Utility Capital	**$ 350,000**	**$ -**	**$ -**	**$ -**	**$ -**
Total Information Technology Capital	**$ 1,641,000**	**$ 1,136,000**	**$ 711,000**	**$ 586,000**	**$ 536,000**

Parks

	2023 Budget	2024 Budget	2025 Projection	2026 Projection	2027 Projection
FUNDED Capital					
Beach Slides	$ -	$ 8,000	$ -	$ -	$ -
Campbell Mountain Trail Network - Design & Construction	80,000	-	93,000	-	-
Campbell Mountain Trail Network - Long Term Management Plan	-	80,000	-	-	-
Cinderblock Dugout Improvements - McLaren Park & Bambino Field	-	39,000	-	-	-
Community Parkland Acquisition	-	-	-	-	13,500
Community Parkland Acquisition (DCC)	-	-	-	-	1,336,500
Dog Park Improvements	-	-	-	146,000	-
Esplanade - Upgrades from Master Plan	-	-	16,640	72,800	-
Esplanade - Upgrades from Master Plan (DCC)	-	-	63,360	277,200	-
Gyro Park - Improvements	-	-	-	16,640	99,840
Gyro Park - Improvements (DCC)	-	-	-	63,360	380,160
Gyro Park - Revitalization	-	-	-	-	97,000
Irrigation Upgrades & System Replacement	86,000	86,000	178,000	258,960	192,000
KVR Trail Network - Master Plan & Improvements	-	26,000	26,000	-	-
KVR Trail Network - Master Plan & Improvements (DCC)	-	99,000	99,000	-	-
Lakawanna Park - Splash Pad Replacement	-	-	302,000	-	-
Lakawanna Park - Upgrades from Master Plan	-	-	500	2,040	-
Lakawanna Park - Upgrades from Master Plan (DCC)	-	-	49,500	201,960	-
Lions Park - Improvements	-	89,500	1,000	6,400	-
Lions Park - Improvements (DCC)	-	-	99,000	633,600	-
Miscellaneous Trails Improvements	-	50,000	-	-	-
Okanagan Fitness Equipment	-	89,500	-	-	-
Parks Recycling Infrastructure	-	-	-	69,000	-
Playground Equipment	50,000	660,000	146,000	545,500	88,500
Riverside Park - Site & Entry Improvements	-	-	133,000	-	-
Robinson Park - Improvements	-	2,500	-	-	-
Robinson Park - Improvements (DCC)	-	247,500	-	-	-
Robinson Park - Pickleball Courts	50,000	156,000	-	-	-
Rotary Point Site Improvements	-	-	113,000	-	-
Skaha Park - Upgrades from Skaha East Master Plan	-	75,000	-	-	-
Sportsfield Fencing Improvements	-	-	454,000	345,000	345,000
Tennis Court Upgrades	175,000	-	-	303,000	333,000
Three Blind Mice Trail Network - Management Plan	-	-	-	30,160	-
Three Blind Mice Trail Network - Management Plan (DCC)	-	-	-	114,840	-
Three Mile Beach - Upgrades to Parking, Site & Entry	-	-	-	85,000	430,400
Total Funded Parks Capital	**$ 441,000**	**$ 1,708,000**	**$ 1,774,000**	**$ 3,171,460**	**$ 3,315,900**
Allocation out to Utility					
Portable Water Supply Station (Water)	66,000	-	-	-	-
Total Parks Allocation out to Utility Capital	**$ 66,000**	**$ -**	**$ -**	**$ -**	**$ -**
Total Parks Capital	**$ 507,000**	**$ 1,708,000**	**$ 1,774,000**	**$ 3,171,460**	**$ 3,315,900**
UNFUNDED Capital					
Skaha Park - Upgrades from Skaha East Master Plan (UNFUNDED)	-	-	898,000	-	-
Total Unfunded Parks Capital	**$ -**	**$ -**	**$ 898,000**	**$ -**	**$ -**

Cemetery

	2023 Budget	2024 Budget	2025 Projection	2026 Projection	2027 Projection
FUNDED Capital					
Lakeview Cemetery Upgrades	$ 149,000	$ 60,000	$ 60,000	$ 70,000	$ 70,000
Total Funded Cemetery Capital	**$ 149,000**	**$ 60,000**	**$ 60,000**	**$ 70,000**	**$ 70,000**

Planning

	2023 Budget	2024 Budget	2025 Projection	2026 Projection	2027 Projection
FUNDED Capital					
Official Community Plan Review (CCBF)	$ 150,000	$ -	$ -	$ -	$ -
Total Funded Planning Capital	**$ 150,000**	**$ -**	**$ -**	**$ -**	**$ -**

Public Works General

	2023 Budget	2024 Budget	2025 Projection	2026 Projection	2027 Projection
FUNDED Capital					
Kiwanis Walking Pier - Design & Specifications	$ 50,000	$ -	$ -	$ -	$ -
Skaha Marina Repairs (Marina Reserve)	25,000	-	-	-	-
Total Funded Public Works General Capital	$ 75,000	$ -	$ -	$ -	$ -
UNFUNDED Capital					
Kiwanis Walking Pier (UNFUNDED)	-	1,225,000	-	-	-
Total Unfunded Public Works General Capital	$ -	$ 1,225,000	$ -	$ -	$ -

Sustainability

	2023 Budget	2024 Budget	2025 Projection	2026 Projection	2027 Projection
FUNDED Capital					
EV - Electric Vehicle Charging Stations	30,000	-	-	-	-
EV - Electric Vehicle Charging Stations (Climate Action Reserve)	167,000	-	-	-	-
Total Funded Sustainability Capital	$ 197,000	$ -	$ -	$ -	$ -

Traffic Control

	2023 Budget	2024 Budget	2025 Projection	2026 Projection	2027 Projection
FUNDED Capital					
New Traffic Detection Devices	$ 127,000	$ 131,425	$ 135,886	$ 141,383	$ 62,917
Total Funded Traffic Control Capital	**$ 127,000**	**$ 131,425**	**$ 135,886**	**$ 141,383**	**$ 62,917**

Sewer Fund

	2023 Budget	2024 Budget	2025 Projection	2026 Projection	2027 Projection
FUNDED Capital					
Engineering - Sewer Capital					
Aging Sanitary Sewer Infrastructure Replacements and Upgrades	864,300	944,200	1,943,300	2,336,000	2,295,000
SOEC Force Main Upsizing	-	345,800	-	-	-
SOEC Lift Station Wet Well Expansion	125,000	502,968	-	-	-
SOEC Lift Station Wet Well Expansion (DCC)	-	338,032	-	-	-
South Interceptor - AWWTP to Fairview Rd	-	-	-	-	125,000
Total Engineering Sewer Capital Projects	989,300	2,131,000	1,943,300	2,336,000	2,420,000
Advanced Waste Water Treatment Plant					
Asset Management Renewal Assessment Waste Water Lift Stations	30,000	200,000	30,000	-	-
AWWTP - Asset Management Renewal	910,000	980,000	850,000	750,000	750,000
AWWTP - Bioreactor Gate Replacement	300,000	-	-	-	-
AWWTP - Expansion & Upgrades	134,000	1,105,168	269,000	8,240	-
AWWTP - Expansion & Upgrades (DCC)	-	1,481,832	-	2,643,597	-
AWWTP - Expansion & Upgrades (Financed)	-	-	-	2,668,163	-
AWWTP - Headworks Concrete Replacement	625,000	-	-	-	-
Septage Screening Unit Replacement	80,000	-	-	-	-
Total Advanced Waste Water Treatment Plant Capital Projects	2,079,000	3,767,000	1,149,000	6,070,000	750,000
City Yards - Building Upgrades (Sewer)	-	500,000	-	-	-
IT - Billing Software Upgrade/Replacement - Sewer Portion	87,500	-	-	-	-
Total Funded Sewer Capital Expense	**$ 3,155,800**	**$ 6,398,000**	**$ 3,092,300**	**$ 8,406,000**	**$ 3,170,000**
UNFUNDED Capital					
North Interceptor - AWWTP to SOEC Lift Station (UNFUNDED)	-	2,001,700	-	-	-
Total Unfunded Sewer Capital	**$ -**	**$ 2,001,700**	**$ -**	**$ -**	**$ -**
Funding Sources & Transfers					
Debt Financing	-	-	-	(2,668,163)	-
Development Cost Charges	-	(1,819,864)	-	(2,643,597)	-
Sewer Equipment Replacement Reserve	(80,000)	-	-	-	-
Net Transfers from Sewer Operating Fund	(3,075,800)	(4,578,136)	(3,092,300)	(3,094,240)	(3,170,000)
Total Funding Sources	**(3,155,800)**	**(6,398,000)**	**(3,092,300)**	**(8,406,000)**	**(3,170,000)**
Sewer Utility Capital Fund	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

Water Fund

	2023 Budget	2024 Budget	2025 Projection	2026 Projection	2027 Projection
FUNDED Capital					
Engineering - Water Capital					
Aging Water Main Replacement Program	1,858,225	622,025	-	-	-
Hydrant Installation Program	113,000	123,000	126,000	130,000	132,000
Industrial Area Fire Flow Upgrades	135,000	1,715,225	1,223,275	729,027	-
Industrial Area Fire Flow Upgrades (DCC)	-	-	-	117,301	-
Irrigation System - Infrastructure Renewals	638,000	638,000	638,000	638,000	638,000
MacCleave PRV Upgrade	-	-	-	-	272,150
Raw Water Main Condition Assessment	78,000	-	-	-	-
Riddle Road Improvements - Water Service & Fire Protection	10,000	100,000	892,750	-	-
Riddle Road Improvements - Water Service & Fire Protection (LIA)	-	-	892,750	-	-
Valleyview Road Improvements	-	-	-	1,454,000	2,757,000
Woodstock Road - Water Main Replacement	135,300	-	-	-	-
Total Engineering Water Capital Projects	2,967,525	3,198,250	3,772,775	3,068,328	3,799,150
Water Treatment Plant Capital Projects					
Warren Avenue Well Decommissioning	75,000	-	300,000	-	-
WTP - Building Code Improvements	231,000	-	-	-	-
WTP - DAF Pump Retrofit	-	50,000	-	300,000	-
WTP - Electrical Main Switch Replacement	-	35,000	-	300,000	-
WTP - Equipment Replacement	60,000	60,000	60,000	60,000	60,000
WTP - Makeup Air Unit Replacement	200,000	200,000	-	-	-
WTP - Programmable Logic Controllers & Communications Equipment Replacement	120,000	200,000	-	-	-
WTP - Rotork Valve Replacement	199,000	-	-	-	-
Total Water Treatment Plant Capital Projects	885,000	545,000	360,000	660,000	60,000
Water Distribution System Capital Projects					
Agricultural Irrigation Meter Program	140,000	140,000	140,000	140,000	140,000
Ellis 2 Dam - Consulting & Upgrades	-	100,000	-	-	-
Ellis 2 Dam (Financed)	-	-	4,000,000	-	-
Ellis 4 Dam Upgrades	-	3,400,000	-	-	-
Ellis 4 Dam Upgrades (Grant Expense)	-	6,600,000	-	-	-
Ellis Creek Diversion Dam - Bridge Replacement	-	125,000	100,000	400,000	-
Miscellaneous Dam Projects	63,000	200,000	175,000	-	-
Total Water Distribution System Capital Projects	203,000	10,565,000	4,415,000	540,000	140,000
City Yards - Building Upgrades (Water)	-	500,000	-	-	-
Portable Water Supply Station (Water)	66,000	-	-	-	-
IT - Billing Software Upgrade/Replacement - Water Portion	87,500	-	-	-	-
Total Funded Water Capital Expense	$ 4,209,025	$ 14,808,250	$ 8,547,775	$ 4,268,328	$ 3,999,150
Funding Sources & Transfers					
Debt Financing	-	-	(4,000,000)	-	-
Grant Revenues	-	(6,600,000)	-	-	-
Development Cost Charges	-	-	-	(117,301)	-
Net Transfers from Water Operating Fund	(4,209,025)	(8,208,250)	(4,547,775)	(4,151,027)	(3,999,150)
Total Funding Sources	(4,209,025)	(14,808,250)	(8,547,775)	(4,268,328)	(3,999,150)
Water Utility Capital Fund	$ -	$ -	$ -	$ -	$ -

Electric Fund

	2023 Budget	2024 Budget	2025 Projection	2026 Projection	2027 Projection
FUNDED Capital					
25KV Conversion Study	-	50,000	-	-	-
Enhancement - System Reliability Improvements	792,327	1,155,030	499,565	524,543	550,770
Expansion - Carmi Substation Feeders	150,000	-	-	1,900,000	2,000,000
Fiber Optic System Redundancy	-	131,250	-	137,813	-
Huth Refurbishment	-	-	-	324,730	331,224
Main Street Underground Conversion	200,000	1,171,659	1,230,242	1,291,754	1,356,342
Non Discretionary - Estimated New/Upgrade Services	1,230,701	1,261,469	1,293,005	1,325,330	1,358,464
Non Discretionary - Flat Rate New/Upgrade Services	410,000	420,250	430,756	441,525	452,563
Non Discretionary - New UG Subdivision	177,922	186,818	196,159	205,967	216,265
Power Line Technician & Engineering Tools	45,020	46,146	47,299	48,482	49,694
SCADA Improvements & System Automation	59,876	62,870	66,013	69,314	72,780
South Main Underground Conversion - Kinney to Galt	1,000,000	-	-	-	-
Sustainment - Distribution System Rebuild	723,421	759,592	797,572	837,450	879,323
Sustainment - Distribution System Rebuild- UG Residential Subdivision	330,473	346,997	364,346	382,564	401,692
Waterford Refurbishment	-	312,120	318,362	-	-
Total Electric Capital Projects	5,119,740	5,904,201	5,243,319	7,489,472	7,669,117
IT - Billing Software Upgrade/Replacement - Electrical Portion	175,000	-	-	-	-
Total Funded Electric Capital Expense	**$ 5,294,740**	**$ 5,904,201**	**$ 5,243,319**	**$ 7,489,472**	**$ 7,669,117**
Funding Sources & Transfers					
Recoveries	(1,375,753)	(1,414,595)	(1,454,630)	(1,495,900)	(1,538,446)
Transfer from Electric Operating Fund	(3,918,987)	(4,489,606)	(3,788,689)	(5,993,572)	(6,130,671)
Total Funding Sources	**(5,294,740)**	**(5,904,201)**	**(5,243,319)**	**(7,489,472)**	**(7,669,117)**
Electric Utility Capital Fund	$ -	$ -	$ -	$ -	$ -

External Debt Projects - Capital

	2023 Budget	2024 Budget	2025 Projection	2026 Projection	2027 Projection
External Borrowing					
AWWTP - Expansion & Upgrades (Financed)	$ -	$ -	$ -	$ 2,668,163	$ -
Ellis 2 Dam (Financed)	-	-	4,000,000	-	-
Total External Borrowing	-	-	4,000,000	2,668,163	-
Total External Debt Projects - Capital	$ -	$ -	$ 4,000,000	$ 2,668,163	$ -

Development Cost Charges Funded Projects

	2023 Budget	2024 Budget	2025 Projection	2026 Projection	2027 Projection
Roads Development Cost Charges					
AAA Bike Network Plan (DCC)	308,385	-	-	-	-
Intersection & Road Marking Improvements (DCC)	-	52,945	7,692	53,777	-
Sidewalks, Curbs & Gutter Projects (DCC)	186,397	209,563	229,106	229,106	247,401
Engineering Services - Master Plans - Transportation (DCC)	-	-	-	148,500	-
Total Roads Development Cost Charges	494,782	262,508	236,798	431,383	247,401
Sewer Development Cost Charges					
AWWTP - Expansion & Upgrades (DCC)	-	1,481,832	-	2,643,597	-
SOEC Lift Station Wet Well Expansion (DCC)	-	338,032	-	-	-
Engineering Services - Master Plans - Sanitary Sewer (DCC)	-	-	148,500	-	-
Total Sewer Development Cost Charges	-	1,819,864	148,500	2,643,597	-
Water Development Cost Charges					
Industrial Area Fire Flow Upgrades (DCC)	-	-	-	117,301	-
Engineering Services - Master Plans - Domestic Water (DCC)	-	-	148,500	-	-
Total Water Development Cost Charges	-	-	148,500	117,301	-
Parks Development Cost Charges					
Community Parkland Acquisition (DCC)	-	-	-	-	1,336,500
Esplanade - Upgrades from Master Plan (DCC)	-	-	63,360	277,200	-
Gyro Park - Improvements (DCC)	-	-	-	63,360	380,160
KVR Trail Network - Master Plan & Improvements (DCC)	-	99,000	99,000	-	-
Lakawanna Park - Upgrades from Master Plan (DCC)	-	-	49,500	201,960	-
Lions Park - Improvements (DCC)	-	-	99,000	633,600	-
Robinson Park - Improvements (DCC)	-	247,500	-	-	-
Three Blind Mice Trail Network - Management Plan (DCC)	-	-	-	114,840	-
Total Parks Development Cost Charges	-	346,500	310,860	1,290,960	1,716,660
Storm Development Cost Charges					
Engineering Services - Master Plans - Storm Sewer (DCC)	-	-	-	148,500	-
Total Storm Development Cost Charges	-	-	-	148,500	-
Total Development Cost Charges Funded Capital	$ 494,782	$ 2,428,872	$ 844,658	$ 4,631,741	$ 1,964,061

UNFUNDED - Capital Budget

	2023 Budget	2024 Budget	2025 Projection	2026 Projection	2027 Projection
UNFUNDED Capital					
AAA Bike Network Plan (UNFUNDED)	-	3,612,000	195,000	1,663,000	1,662,000
City Hall - Building Renovation (UNFUNDED)	-	-	4,000,000	-	-
Community Safety Building (UNFUNDED)	-	25,000,000	-	-	-
Ellis Creek Reach 7 (UNFUNDED)	-	-	200,000	35,000	3,841,000
Ellis Creek Reach 8 (UNFUNDED)	-	-	-	200,000	35,000
Ellis Creek Reach 9 (UNFUNDED)	-	-	-	-	200,000
Kiwanis Walking Pier (UNFUNDED)	-	1,225,000	-	-	-
Main Street 400 Block Infrastructure (UNFUNDED)	-	-	2,010,600	-	-
North Gateway Transportation (UNFUNDED)	-	-	-	-	3,790,080
Penticton Creek Revitalization Reach 2 (UNFUNDED)	-	-	2,300,000	1,985,000	-
Reservoir Road Reconstruction (UNFUNDED)	-	-	-	125,000	3,251,600
Skaha Park - Upgrades from Skaha East Master Plan (UNFUNDED)	-	-	898,000	-	-
Skaha Park East - Boathouse Building (UNFUNDED)	-	455,000	-	-	-
SOEC - Jumbotron (UNFUNDED)	-	750,000	-	-	-
SS Sicamous - Repairs & Abatement (UNFUNDED)	900,000	-	-	-	-
Twin Arenas (UNFUNDED)	-	-	842,000	35,000,000	-
North Interceptor - AWWTP to SOEC Lift Station (UNFUNDED)	-	2,001,700	-	-	-
Total Unfunded Capital	**900,000**	**33,043,700**	**10,445,600**	**39,008,000**	**12,779,680**

Council Report

penticton.ca

Date: June 20, 2023 File No: 1600 - 2199
To: Donny van Dyk, Chief Administrative Officer
From: Angela Campbell, Director Finance and Administration

Subject: **2022 Annual Report**

Staff Recommendation

THAT Council receive into record the 2022 Annual Report as circulated.

Strategic Priority Objective

Organizational Excellence: Support a culture of service excellence around 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 2022;
- A listing of the tax exemptions;
- A progress report regarding objectives and accomplishments of the previous year;
- A report regarding municipal services and operations;
- 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 the Council considers advisable.

Analysis

The 2022 Annual Report was released to the public on Monday, June 5, 2023 through the City's website at: www.penticton.ca under 'City Hall/Reports and Plans'. Per the 14-day notice period required by the *Community Charter* Section 99(2) advertisements were placed in the local media to notify the public of the 2022 Annual Report release. Printed copies were available for public viewing at City Hall as well as the Penticton Public Library.

2022 marked the beginning of our post-COVID environment and more normalcy for the City of Penticton. This included an active 2022 event season with the hosting of many events including IRONMAN Canada,

Peach Festival, Granfondo and the Elvis Festival. Further advancements of the community safety priority included completion of a Community Safety Resources Review, additional resources for both RCMP and Fire services, as well as proactively creating a stronger presence for safety enforcement.

2022 also saw a municipal election and the formation of a new City Council. Council's new strategic priorities will be at the heart of future decisions:

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

In addition to the required financial information, the annual report provides information about City departments' operations and responsibility and highlights the continued advancement of Council's priorities with notable achievements and key infographics documented throughout the report.

Attachments

Attachment A – 2022 Annual Report

Respectfully submitted,

Angela Campbell
Director Finance and Administration

Concurrence

Chief Administrative Officer
DvD

CITY OF Penticton

Annual Report

2022

City of Penticton
2022 Annual Report

For the Year Ended
December 31, 2022

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 Acknowledgement

way' – Hello

We acknowledge that our community is located on the
traditional and unceded territory of the Syilx Okanagan People.

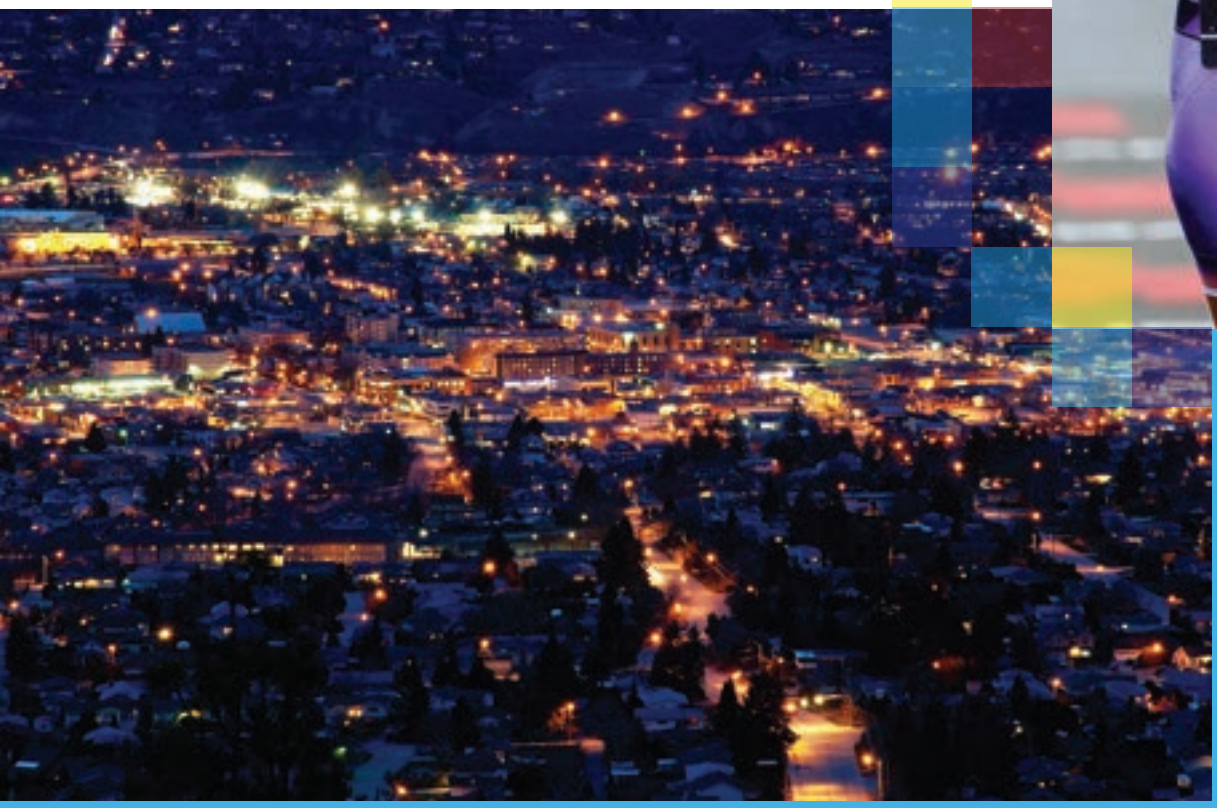
We are thankful for the opportunity to live, work and play in this beautiful environment.

limləmt – Thank You

CITY OF Penticton

Our Vision

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



Message from Mayor Julius Bloomfield

The year 2022 was a year of transition, renewal and growth in Penticton.

The purpose of this document is to provide residents with a comprehensive look back at the fiscal year 2022, highlighting the success at meeting strategic goals and priorities and also how challenges faced were addressed. This report covers the City's exit from the pandemic and a return to normalcy, it also provides a base from which the City of Penticton will continue to grow.

The return of events like the Elvis Festival, IRONMAN and Peach Fest injected energy back into our city and provided a major economic boost for businesses throughout our community. Council continued to ensure service levels stayed at an expected level and made commitments to improving public safety.

Sustainable growth remains a focus in Penticton, with the approval of the North Gateway Plan and the passing of the Corporate Energy and Emissions Plan in 2022. The City has received 650 applications for apartments and lots, a total of 1,060 townhomes, duplexes or apartments have been approved and are ready to build and there another 520 units under construction. The City will soon begin a review of the Official Community Plan, with a focus on housing. Additionally, engagement has begun on the Official CommuniTREE Plan that will help build and preserve our tree canopy.

The past year also saw a municipal election and the election of a new City Council. Council's four strategic priorities are at the heart of decisions moving forward: Safe and Resilient; Livable and Accessible; Vibrant and Connected; and Organization Excellence. The latest budget sees some of those priorities put into action, with more police and fire fighters added, task forces on housing and accessibility and a robust capital works program.

It is important to take a moment to pause and reflect on the accomplishments of the past year. There is much for all of to be proud of. Now, we continue to build on the hard work done and ensure that Penticton is a welcoming, vibrant and sustainable community.

Thank you for your interest in Penticton and our efforts to make our community a place to stay 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**

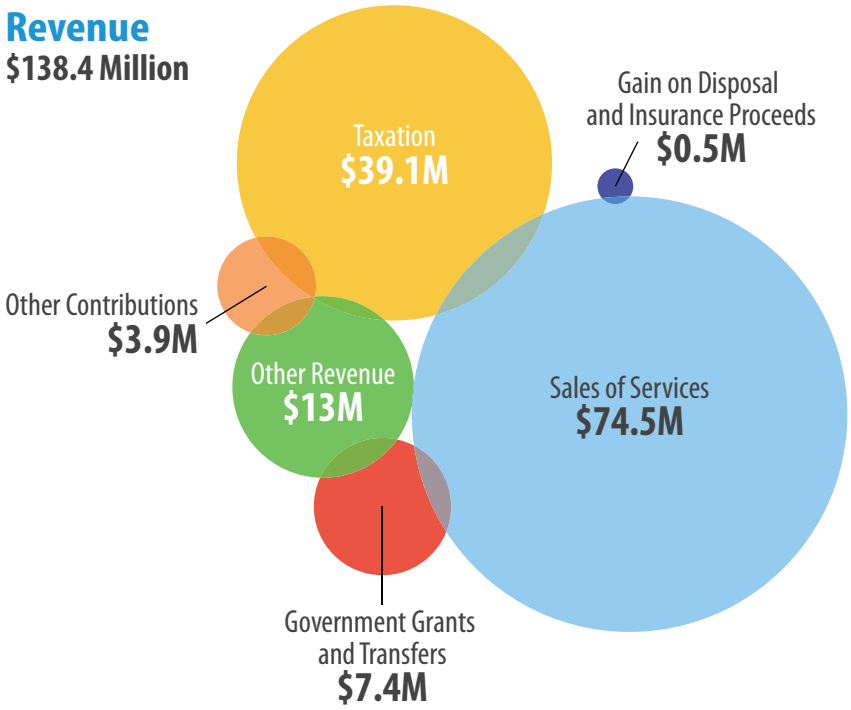
Council Highlights for 2022

- Community safety was the theme of the 2022 Budget which included funding for three additional RCMP officers, two Municipal RCMP staff and a Training Officer for the Penticton Fire Department. Additionally Bylaw Services received Council support for expanded hours and staffing levels. Community Safety and Bylaw Enforcement Officers responded to over 7,000 calls for service in 2022.
- The Community Safety Resources Review was completed and received by Council, providing a key component of the City's continued efforts to improve safety. The report detailed the City has provided significant resources but that it was not sustainable to continue to fill the gaps that are the responsibility of the provincial government. Council also continued its call for Interior Health to introduce a Car 40 program in Penticton.
- There was more good news for parents when it came to child care: the City of Penticton will sign a deal with the YMCA of the Southern Interior to explore the development of a new centre. After the MOU is signed, the next step will be to procure an architect to help finalize the design of the expanded/renovated Bugaboo University space.
- Following the adoption of the Community Climate Action Plan in 2021, City Council looked closer to home when it comes to reducing emissions by passing the Corporate Energy and Emissions Plan. This Plan tasks the City with reducing energy and emissions as a key component of daily operations. The new targets for corporate emissions include short-term and long-term goals: by 2025 the City is working to reduce emissions by 25 percent below 2009 levels; and by 2050 the City is working towards net zero emission levels.
- Council approved the new modernized Animal Control bylaw which replaces the Responsible Dog Owner bylaw. The bylaw provides more authority to give veterinarian orders, more tools to prevent reoccurrence of serious injuries and the ability to control the cat population.

- Council gave approval to external borrowing $12.9 million of the estimated total costs of $18.7 million to fund infrastructure projects including expanding the Advanced Waste Water Treatment Plant (AWWTP) and the Ridgedale Reservoir and to replace the Penticton Avenue Pressure Reducing Valve.
- Council approved the City's Food Security Strategy which through partnerships will implement 18 strategies to lead the community to a more food secure future. Some key strategies include: working together with local First Nations and Indigenous organizations; strengthening urban agriculture guidance and regulation; and improving access to charitable food programs for those who need it.
- Highlighting Penticton's heritage remained a focus for Council in 2022. Two initiatives led by the Museum were underway in 2022 which included a museum exhibit featuring Penticton's heritage as "Made Right Here" as well as the installation of heritage plaques throughout the City to bring awareness to Penticton's heritage registry.
- August 2022 was a busy month with the return of the first full Penticton Peach Festival since the COVID pandemic. Council was happy to celebrate Peach Fest's 75th anniversary. IRONMAN Canada also returned to Penticton with a busy race day on August 28, 2022. Council unveiled the IRONMAN Canada mural at 185 Lakeshore Drive to commemorate the history and of the event in our community and honor the partnership between the City and IRONMAN Canada.
- Council approved the Development Cost Charges (DCCs) bylaw setting fees which help provide City infrastructure. After not altering the rates for more than a decade, Council agreed that the DCC rates would place Penticton in the mid-range for the Okanagan region.
- A review of short-term rentals was requested by Council to investigate the growth in vacation rentals and explore the need for any potential restrictions. This review will help answer questions regarding the impact on the Penticton's housing supply, local motels and hotels and noise disruptions associated with vacation rentals.
- Council endorsed a new 10-year agreement with the City of Penticton and Penticton Curling Club as well as approval for a $100,000 loan for capital improvements.
- Council supported inclusivity in our community with the approval of two rainbow crosswalks. The Downtown Penticton Business Improvement Association, Travel Penticton and South Okanagan-Similkameen Pride Society made a request for a rainbow crosswalk at the intersection of Front Street and Lakeshore Drive. Additionally, the students at Queen's Park Elementary approached Council to support inclusion, diversity and equity at their school by adding a rainbow crosswalk at the pedestrian controlled crossing on Power Street.

Your City by the Numbers

Revenue
$138.4 Million



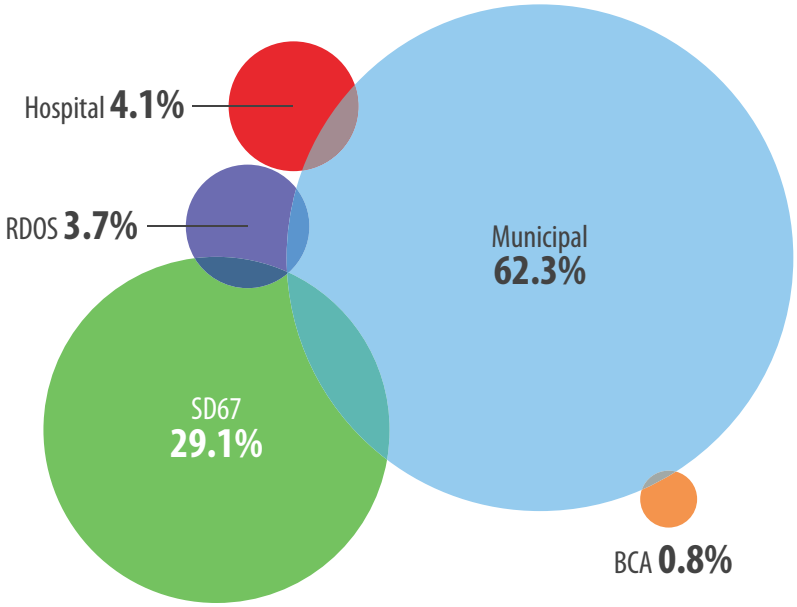
Where Does City Revenue Come From?

The City has a number of sources of revenue to fund the essential services it provides. Over 31% 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 15%, and 19% 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.

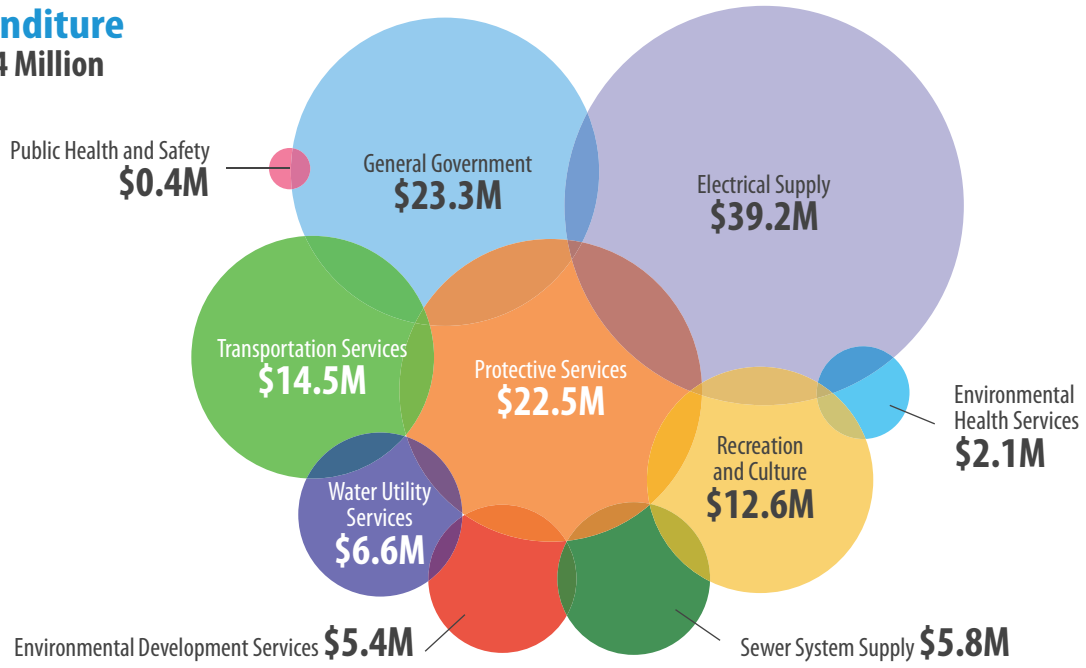
Taxes

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.

2022 Overall Taxation Rates



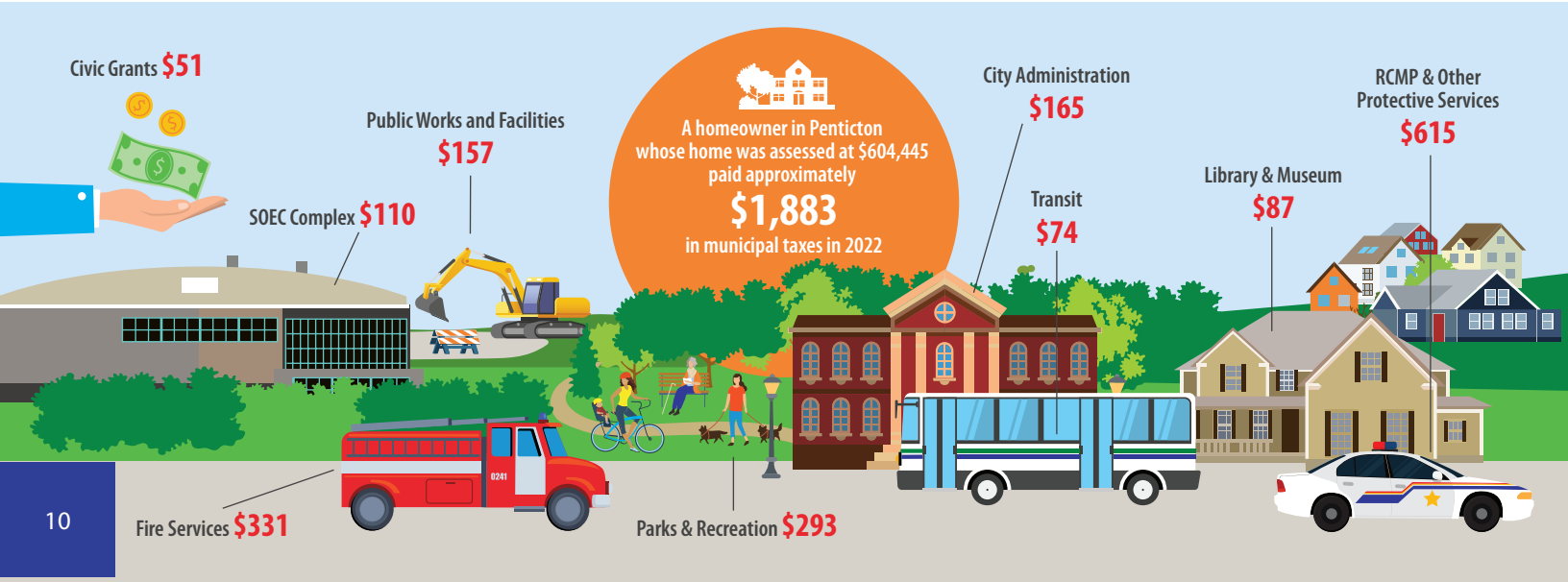
Expenditure
$132.4 Million



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 2022 taxes to provide services for residents.

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 $604,445*



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.

2023 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 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

2023 Priorities

- Community Safety Building Design Development
- Fire Hall #2 Renovations
- Dam Safety Compliance
- Increase Resiliency and Reliability of the Electric Utility
- Develop City Programs and Projects Using Building Safer Communities Fund (BSCF) Grant
- Increasing Officer Authority for Bylaw Services
- Improved Operational Readiness for Penticton Fire Department
- First Responder Program Analysis
- Establish a Community Safety Team Position for the Penticton RCMP
- Creation of a Municipal Staff Position for Serious Crimes Administrator
- Continued Advocacy for a Car40 Program in Penticton

2023 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

2023 Priorities

- Attainable and Affordable Housing Development
- Develop an Urban Forestry Master Plan – Official CommuniTREE Plan
- Sanitary Sewer Plant Residuals and Organics Waste Management
- Climate Action and Sustainability Initiatives
- Points Intersection and Lake-to-Lake All Ages and Abilities Bike Route Completion
- Advanced Waste Water Treatment Plant (AWWTP) Upgrades
- Transportation Safety and Choice
- Official Community Plan Review
- Refinement of Permit and Education Programs

2023 Initiatives: Vibrant & Connected

Support vibrant and diverse activities creating opportunities for connection in our 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

2023 Priorities

- Arena Use Analysis
- Sport & Event Strategy Update
- Museum & Archives Permanent Exhibit Revitalization
- Penticton Public Library Increase in Digital Collections
- Skaha Splash Pad Replacement
- Columbia Sports Court Upgrades
- Social Development Framework

2023 Initiatives: Organizational Excellence

Foster a culture of service excellence built on good governance, leadership and sound financial decisions, governance, partnership and the provision of effective and community focused services.

- 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

2023 Priorities

- Develop a Privacy Management Program
- Utility Benchmarking and Rate Review

City Manager's Message

May 2023

On behalf of City staff, I am pleased to present the 2022 Annual Report.

The Report outlines the exceptional work done by staff during 2022 and lays out goals and objectives as we move forward. Council lays out a vision and sets the priorities, staff then transform that into action to provide the highest possible level of service to residents.

Additionally, the report provides residents with a snapshot of the City's finances as of December 31, 2022.

The newly-elected Council has set out four priorities that will underpin all municipal planning moving forward. Council priorities provide clear direction to staff when developing initiatives and budgets.

The four priorities identified are:

- **Safe and Resilient:** Enhance and protect the safety of all residents and visitors to Penticton
- **Livable and Accessible:** Proactively plan for deliberate growth; focused on an inclusive, healthy, safe and desirable place to live
- **Vibrant and Connected Communities:** Support vibrant and diverse activities creating opportunities for connection in community
- **Organizational Excellence:** Supporting a culture of service excellence built on good governance, leadership and sound financial decisions

As we continue to meet the demands and expectations of Penticton residents, we start from an excellent foundation. The opportunities are boundless and we're ready to meet the challenges head on in 2023!

Donny van Dyk
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
- Economic Development
- Land Administration

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
- 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 protective services are led by the Penticton Fire Department and the RCMP.

Corporate Administration

What We Do

- The Division previously known as Chief Administrative Officer is now called Corporate Administration. 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. They are ultimately accountable to our residents and provide direction to the City Manager in order 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.

2022 Achievements

- In 2022, Council was invited to and are proud to attend and represent the City at over **100 events** throughout the year. These events include local homegrown talent as well as larger scale provincial and national events, such as **United Way Cram the Cruiser, Jazz Fest, Peach Fest, IRONMAN Canada, Granfondo, HaHaHa Kidzfest, Wildfire Symposium, Canucks Young Stars** and many, many more.
- Office of the City Manager coordinated and executed **Council's Strategic Planning sessions**, inauguration training and general Council orientation for elected officials. Orientation included professional seminars from industry experts, CivicInfoBC, Local Government Leadership Academy and senior staff.
- Hosted **inauguration celebration** for Mayor and Council and residents at the Penticton Trade and Convention Centre on November 1, 2022.
- Completed **Council Priority setting** for Council's elected term of 2022 – 2026. The endorsed priorities will guide all Council's strategic initiatives and governance for the City of Penticton.

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 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 for the City.

Finance

Led by the Manager of Finance, the department provides accounting, budgeting, financial analysis and revenue and collections services for the City. The Finance department coordinates with every City department to establish our 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

Led by the Procurement Manager, 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. This team manages 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 & Engagement

This department oversees how the City communicates information to staff, residents, visitors and the media. We lead the City's Community Engagement Framework with the purpose of gaining input from the community to provide Council with information about the public's opinion and interests to support decisions. The department is responsible for maintaining and updating shapeyourcitypenticton.ca as the central hub for City projects and providing opportunities for public participation. We also act as a central point of contact for media requests, maintain the City's website, issue news releases and service announcements and manage the City's social media feeds.

Legislative Services

Led by the Corporate Officer, this department is responsible for a wide variety of statutory duties. Legislative Services, formerly named Corporate Services, is responsible for conducting local elections, Council and Committee meeting minutes and agendas and maintaining City bylaws to name a few. Records management and carrying out the requirements under the *Freedom of Information and Protection of Privacy Act* is also coordinated and managed by the Legislative Services department.

Information Technology & Geographic Information Systems (IT/GIS)

The IT department is responsible for providing technical support to all of our City departments. IT maintains and manages our complex computer systems, networks and software programs, which are essential for our day-to-day operations. The IT team ensures that our data and information are protected from security threats and that with the City is in compliance 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 applications. GIS is also critical to the effectiveness of the City's Emergency Operations Centre (EOC).

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.

Human Resources and Safety provides 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.

2022 Achievements

- Conducted the **2022 General Local Election**. Three advance voting opportunities were held on October 5, 8 and 13 and General Voting day was on October 15 with two polling stations. The City of Penticton had **30,278 eligible voters** and a total of **10,115 votes** were cast in the election. **234 mail-in ballots** were issued and **460 new registrations** were processed at time of voting.
- Increased **information technology capacity** by expanding the team with specialized positions to prevent and protect the City from cyber security risks which are becoming more prevalent.
- Information Technology supported the Development Services department to launch two new software applications: **CloudPermit** and **Bluebeam**. These programs improve the City's services to homeowners and the development community in submitting, processing and receiving approval for permits and applications.
- The Human Resources and Safety team was recognized with the **BC Safety Association Safety Improvement Award** for creating and implementing a new return to work program, managing claims, early intervention and training of key personnel which resulted in a measurable reduction of claims and impacts on staff.
- The City's Communications and Engagement team completed several initiatives including the **introduction of SMS text system** to provide notifications to residents on emergencies within the City. The City's podcast, **PenTALKton** was launched which explores topics of community interest; Penticton is one of the only cities in Canada hosting its own podcast.
- Communications and Engagement leads **Shape Your City,** the City's online engagement portal. In 2022, key projects were supported including: **North Gateway Draft Plan**; **North Wiltse Block Development**; **Neighbourhood Charm Project**; and numerous other re-development proposals.

Facts and Stats 2022

Finance

- Over **20,000 active utility accounts** to bill and manage each month
- Property Taxes General Information line received **4,292 calls**, average **358 calls per month**
- Issued approximately **1,159** accounts receivable invoices
- Approximately **15,074** accounts payable invoices processed to issue approximately **6,015** cheques and **2,952** EFT payments
- Approximately **231** cemetery sales
- **46.5%** e-billed utility accounts, up **2.8%** from 2021
- On average **513** utility customers moving in and out of properties each month
- **17,529** phone calls to Utility staff an average of **1,461** per month
- **2,362** walk-in customers and **807** City Hall drop box payments processed by cashiers each month, on average
- **21,700+** payments received online each month

Procurement & Inventory

- **672** purchase orders issued, totalling **$7.6M**
- **45** contracts were awarded for a total of **$10.4M**
- **50** public bid opportunities were posted
- **4,374** inventory withdrawals processed, totalling **$1.7M**
- **$3.7M** saved by obtaining quotes

Legislative Services

- **31** Public Hearings
- Managed the process for Council meetings including **19** Regular meetings, **5** Special meetings and **12** Committee of the Whole meetings
- Processed **51** Freedom of Information Requests and **59** bylaws
- **8** active Council Committees logged **35** meetings
- **13** recommendations were received from Council Committees

Human Resources & Safety

- Human Resources received **3,078** resumes
- **113** external postings were issued and **2,737** applicants submitted a resume for consideration
- **135** positions were filled by external applicants
- **34** internal postings were created with **115** applicants reviewed
- **37** positions were filled by internal applicants
- **663** safety related forms were completed digitally through BIStrainer (this is a decrease from 2021 due to suspension of daily health screening forms)
- Hosted **147** in-class training events and **798** online courses were completed
- 2022 Wildfire Symposium utilized the BIS online registration and course delivery system with **17** classroom sessions and **347** online course completions
- Return to Work Program: **9** lost-time claims with **89%** Return to Work
- **11** health care only claims
- Claims costs increased to **$26,463** in 2022 up from **$16,449** in 2021

Information Technology

- The Service Desk processed **3,718** tickets
- Business Analyst Team completed **563** tasks
- **309** tasks were completed by the Geographic Information Services (GIS) Team
- Network Analyst managed a total of **455** requests and incidents

Communications & Engagement

- Completed **13** community engagement projects with **6,561** active community engagement members
- Released **289** official announcements
- Produced **11** episodes of the new PenTALKton podcast
- **18,208** social media followers on Facebook, Instagram and Twitter combined
- Video series to attract skilled labour played **327,693** times
- LinkedIn followers grew **250%** in 2022, to **3,795**

Community Services

What We Do

Division

The Community Services Division, led by the General Manager, takes a strategic approach to support all facets of community health, economic prosperity, 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 programs and services for people of all ages. Our Economic Development Department collaborates closely with businesses and key City partners to support economic growth, sports and events. 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.

Facilities

This team 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

This 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

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 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.

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 is focused 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.

Land Administration

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 14 residential tenancies, 122 leases and licenses to use, 16 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.

2022 Achievements

- Successful return of **IRONMAN Canada Event**. With **2,097** registered participants, **4,500+** spectators, the event brought in over **$7 million** in economic impact directly to Penticton.
- **Completion of Cleland Theatre** audio and electrical upgrades. This upgrade has increased attraction for performers and event organizers to book the Cleland Theatre. In 2022 the Theatre hosted **89** performances, events and rehearsals.
- **Continued investment** in public washrooms to prevent and address vandalism and safety concerns.
- **Completion of RCMP building** mechanical upgrades. These upgrades provide the required safety features for RCMP when handling toxic narcotics for investigation purposes.
- The **Community Safety Resource Review** was successfully completed and the Community Services team will take the lead on supporting Council to implement report recommendations as part of the City's new Public Safety Framework.
- Land Administration brought about successful conclusion to the **Skaha Lake Marina Request for Proposals** (RFP) process.
- Working with Bylaw Services, our division leads the partnership with the **Downtown Penticton Business Improvement Association (DPBIA**) on the Remote Guard Project for the downtown core.
- Facilities completed a total of **44** planned projects with a combined value of **$2.5 million** and **15** unplanned projects with a value of **$600,000** in 2022.

Facts and Stats 2022

Economic Development

- Hosted **12** major events, **15** sporting events, **53** community events, **26** private events and issued **2** film permits.
- **3** Airlines at Penticton Airport
- **$222,490** grant funds to support non-profit special events and **$431,491** grant funds to support partnerships for special events

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 ranges from **100** to **250,000** square feet. About **650,000** square feet in total

Recreation, Arts & Culture

- **108,539** program & activity registrations
- **8,508** hours of sport field rentals
- **1,905** hours of McLaren Arena rentals

Museum & Archives

- **10,062** Museum visits
- **24** Brown Bag Lectures
- **263** Archive requests
- **3,317** School Program participants

Land Administration

Total Number of Agreements administered for:

- **14** residential tenancies
- **122** leases and licenses-to-use
- **16** beach vendors in **23** locations as well as **4** concessions and **4** mobile food trucks

CITY BUILDINGS cover 650,000 SQ FT

ISSUED FILM PERMITS 2

108,539 program and activity REGISTRATIONS

24 BROWN BAG Lectures

3 AIRLINES Operating at the Penticton Airport

10,062 MUSEUM VISITS

16 BEACH VENDORS in 23 locations

- **27** net metering for solar energy
- **20** Crown Leases/License of Occupation
- **51** Land Title Office documents registered
- **3** property purchases/land swaps

Penticton Public Library

What We Do

The Penticton Public Library provides free library services to residents of the City of Penticton, including but not limited to physical and digital collections for loan, literacy based programing 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-ten citizens.

The library's collection of materials contains over 100,000 items in print, digital and downloadable content.

The Library provides programming and services for the very young to the young-at-heart including: baby and toddler story time; LEGO club; Teen Summer Takeover Challenge; After Dark Book Club; and the Ultimate Book Nerd annual reading challenge.

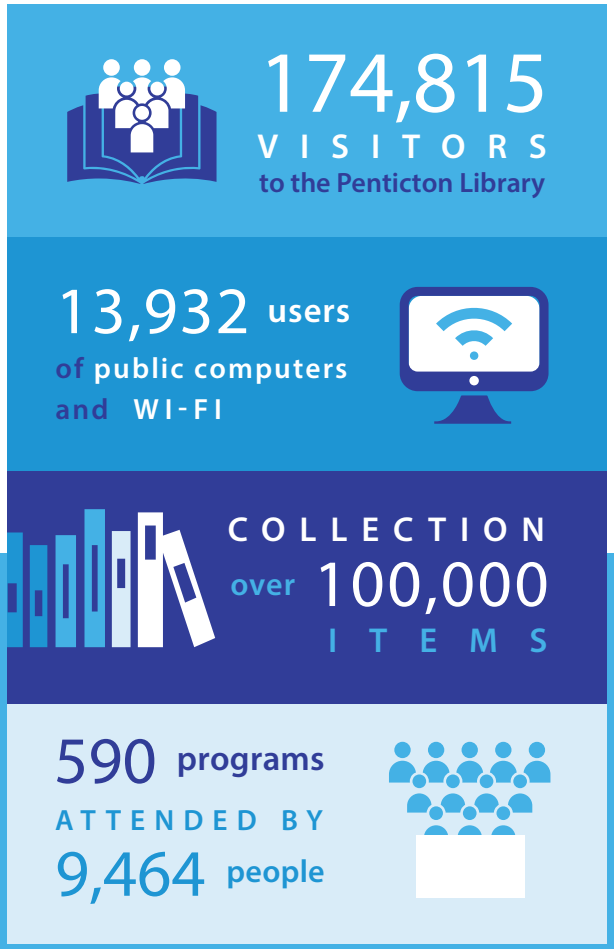
We also proctor exams, offer reference services for research and participate in several province-wide initiatives including the inter-library loan program.

2022 Achievements

- **Expansion of the Library Holds Program** to the Penticton Community Centre with the use of an electronic locker. The electronic locker is a secure repository for patrons to collect held items at a second location with different hours than the Penticton Library.
- **Digital services** continue to see increased and growing demand by patrons. The collection of electronic and digital content was expanded in 2022 to include high interest course content from music lessons to artificial intelligence.
- **In 2022, the Library went overdue fines free!** The Library recognizes that overdue fines present a financial and psychological barrier to library access that disproportionately impacts vulnerable populations and youth, we have not noticed a great difference between delinquent returns with the introduction of the fine free model. The Board has extended this pilot-program to June 2023.
- **We're continuing to grow** our physical collections including the Library of Things! This is a collection of non-traditional library materials like radon detectors and board games.

Facts and Stats 2022

- **174,815** visitors welcomed to the Penticton Library and **74,481** online visitors
- **15,339** active resident card holders
- **323,736** items circulated, plus **58,154** digital items
- Over **100,000** items in the collection
- **22,729** reference questions answered
- **46** exams proctored
- **13,932** users of public computers and Wi-Fi
- **590** programs (both in-person and online) attended by **9,464** people (in-person and viewed)
- **29.3%** average increase in database use
- **2,073** items borrowed from or lent to other libraries



Infrastructure Division

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 including 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

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. They also manage 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

Oversees the Water Treatment Plant and Advanced Waste Water Treatment Plant. Any planned upgrades, expansions or required re-design work to the City's underground water system involves Engineering. 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

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.

2022 Achievements

- Concept design work for **Advanced Waste Water Treatment Plant** expansion completed in 2022. This initiative also continues in 2023 with construction commencing this year and continuing into 2024. During concept design, consultation work occurred with the Penticton Indian Band for flows and design considerations.
- **The Penticton Creek Naturalization Reach 3A/3B** project made significant progress in 2022 and will continue in 2023, due to the limited construction opportunities within fish windows for Penticton Creek.
- The City continued to work with the **Regional District of Okanagan-Similkameen (RDOS)** on plans to introduce an organics & biosolids processing facility at the Campbell Mountain Landfill.
- In an effort to maintain and potentially expand the agricultural irrigation water supply for the south agricultural system and storm water retention for Ellis Creek, **dam safety upgrades** are required for the Ellis 4 Dam. In 2022, the detailed design for the upgrading of Ellis 4 Dam was completed, and submitted to the Ministry for approval. This initiative will continue in 2023, with upgrades expected to complete by winter 2024.
- **The Energy and Environment department** completed an electrical distribution resiliency study, which we be utilized to inform future projects and initiatives moving forward.
- We are closer to fully completing the **All Ages and Abilities Lake-to-Lake bike route**. In 2022, the route was constructed from Fairview Road/Duncan Avenue, along Atkinson Street, through to Kinney Avenue.
- **The Okanagan-Similkameen Transit Future Plan** and Network Restructure Plan was initiated in 2022 and will be completed in 2023. These Plans will shape the future of transit in our City and region.
- To further the **City's Corporate Energy & Emissions Plan**, a **fully-electric vehicle** was introduced to the fleet as well as e-cargo bikes in 2022. We expect more to be added in 2023 as part of our goal to reduce emissions associated with passenger transportation.
- We completed a significant amount of **storm system infrastructure repairs** and upgrades in 2022 as a result of the localized flooding event in Penticton on July 4, 2022 due to sudden and intense rainfall.
- Throughout 2022, improvements were completed at **Parkway Sports Field** to improve safety as well as enhancements to the Sudbury Beach entrance and parking area. Additionally, the City's Parks' team planted 120 new trees throughout Penticton last year.

Facts and Stats 2022

Public Works

- Maintained and supported **214** City fleet units, **53** Regional District units, **35** RCMP units, **19** Penticton Fire Department units, and **19** stationary generators.
- Fleet includes **1** electric vehicle, **4** hybrid vehicles and **6** E-bikes.
- Maintained **260 km** of roads/lanes, **161 km** of sidewalks, **4.1 km** of separated bike lanes, **257 km** of water mains, **94 km** of storm water mains and **173 km** of sewer mains
- **4,230 tonnes** of sewage waste compost produced
- **46 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
- **500+** pieces of furniture, **185** hanging baskets, **300+** litter receptacles and **130** irrigation systems

Engineering

- **4.7 billion litres** of water pumped from Okanagan Lake station to the Penticton Water Treatment Plant
- **19.1 million litres/day** required for average daily water demand
- **1.2 billion litres** for irrigation and **2.4 billion litres** for domestic use drawn from Penticton Creek
- **4,471,360 m3** of wastewater received
- **332 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 **$0.71**
- **8,005,319 kg** of biosolids produced and trucked to Campbell Mountain Landfill for composting
- **212,527 m3** of reclaimed water recycled for use as irrigation in City parks and golf courses

MAINTAINED

260km of roads and lanes

161km of sidewalks

4.1km of separated bike lanes

COLLECTED

4,242 tonnes of GARBAGE

1,458 tonnes of RECYCLABLES

1,882 tonnes of YARD WASTE

Electric system peaked at 80,329kVA

19.1 million LITRES/DAY average water demand

Energy and Environment

- System Peak of **80,329 kVA** in December 2022
- **15,464** residential customers
- **5,146** commercial customers
- **4** substations feeding **21** distribution circuits
- **4,040** power poles (**2,666** wood, **1,374** steel)
- **2,766** distribution transformers
- **386 km** of overhead power lines
- **199 km** of underground cables
- **3,561** streetlights
- **40** traffic signals, **8** speed signals and **9** rapid flashing beacons
- **6** pedestrian crossing signals
- Collected through contract: **4,242 tonnes** of garbage, **1,458 tonnes** of recyclables, and **1,882 tonnes** of yard waste

Transit *

- Conventional passenger trips **311,770**
- Conventional service hours **22,950**
- Custom passenger trips **14,200**
- Custom service hours **4,050**

** Collected on behalf of the City of Penticton by BC Transit. BC Transit reporting period is March – March of each year*

Development Services

What We Do

Division

Development Services, led by the Director, serves the City of Penticton by supporting positive community growth. We work with the public, the business and development community, and governmental and not-for profit organizations, to guide growth according to the City's Official Community Plan (OCP). Development Services also oversees Bylaw Enforcement and the City's Social Development commitments.

Planning & Licensing

Manages land use policies 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's 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

Ensures all construction is done safely and to consistent health and safety and energy efficient standards. We interact regularly with residents, local businesses and other stakeholders, 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 that 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.

Social Development

Works to build and enhance the social well-being of Penticton. We provide leadership for the City and in 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

Our team promotes and enhances community safety and cleanliness and acts as a complement to RCMP services. The department is committed to delivering professional bylaw education and enforcement in a timely and effective manner in accordance with Council direction. Bylaw services manages the City's parking program and the delivery of animal control services, through contracted services.

2022 Achievements

- 2022 was a year where we focused on the efficient processing of applications given the high application volume. Our team was recognized by an **independent third party review**, commissioned by the Canadian Home Builders Association, as having some of the most efficient development processing times in the province. We processed over **$180 million** in construction value in 2022, and over **1,000** development and building applications and processed over **3,900** licenses.
- A major achievement over the past year, which was delivered in collaboration with the IT Department, was **the planning and integration of two new software applications**. The first is **Cloudpermit**, an online application portal that tracks permits and gives builders up-to-the minute information on their application and acts as a central communication hub between City staff, developers and their professionals by removing many of the communication challenges of a typical application process. We are a model community for Cloudpermit being the second in the province to launch this industry leading software. The second application is **Bluebeam**, which is digital plan review software that is assisting our division with effective and efficient plan review and record keeping.
- **Bylaw Services** was supported by Council to expand hours of operation to seven days a week from 6AM to 11PM to satisfy public demand for bylaw response and enforcement. To accomplish this increased service level the Bylaw team was successful in hiring new personnel for the roles of Bylaw Intake Administrator, Community Safety Officers, Bylaw Enforcement Officers and relief officer positions.

Facts and Stats 2022

Planning & Licensing

- **233** new planning applications received
- **646** new business license applications received
- **691** units proposed
- **70** lots proposed
- **3,618** active business licenses (including **142** non-profit and **367** active short-term (vacation) rentals)
- City Hall Reception answered **26,721** calls in 2022, an average of **2,227** per month

Building & Permitting

- **$183,006,628** in total construction value
- **763** building permits issued including **55** single family homes and **53** secondary suites
- **721** building permits closed
- **4,849** construction projects and business licence inspections
- **180** Building & Licensing enforcement case files
- **$1,799,438** in Permit & Licensing revenue

Social Development

- **3,262** Emergency Support Services (ESS) Volunteer Hours
- **$5.04M** grant-funded initiatives/projects
- **25** Neighbourhood Small Grants issued
- **116** net new number of child care spaces in community (started or opened)

Bylaw Services

- **7,500** complaint files
- **8,881** Bylaw Offence notices/tickets issued
- **$279,420** in ticketing revenue
- **60** vehicles towed
- **3,000** sharps collected from public spaces

763 building permits ISSUED

646 new business license APPLICATIONS

$1,799,438 in Permit & Licensing REVENUE

8,881 Bylaw Offence Notices issued

$5.04M grant-funded INITIATIVES

3,262 Emergency Support Services (ESS) VOLUNTEER HOURS

Penticton Fire Department

What We Do

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

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

2022 Achievements

- **FireSmart Penticton program** continues, led by the FireSmart team. In 2022, the team was very active with community members participating in home evaluation and mitigation services as well as attending public events including the Downtown Penticton Market to raise awareness for the program's features and benefits.
- **The Wildfire Training Symposium** was held in Penticton from April 22 – 24, 2022. There were over 40 jurisdictions participating with over 300 firefighters in attendance. This Penticton-created symposium has been taken on by the BC Wildfire Service for 2023, and afterwards, as a provincial training event based on the Penticton model.
- **PFD made significant progress** on the **partnership program with the Justice Institute of British Columbia (JIBC)** to host Provincial training at the PFD training facility. The final agreement will be formalized and implemented in 2023.
- **Recruitment and training** were a significant focus in 2022 with **one additional full-time firefighter** and an **additional twelve auxiliary firefighters** completing the program and being added to the PFD roster.

Facts and Stats 2022

- **2** Fire Stations and **1** Training Facility
- **20** pieces of firefighting apparatus
- **6,996** hours of firefighting training and **1,300** hours (estimated) of course work completed
- **3,664** emergency response incidents
- **1,395** fire and life safety inspections
- **40** FireSmart home assessments
- **16,150 kg+** of wildfire fuel removed by weight

3,664 emergency response INCIDENTS

20 pieces of FIREFIGHTING APPARATUS

40 FireSmart HOME ASSESSMENTS

RCMP

What We Do

Our mission at Penticton RCMP detachment is to serve and protect the community, and work in partnership with the City to deliver a responsive and progressive police force. We promote respect for rights and freedoms, the law and democratic traditions and we treat all people equally and with respect in accordance with our core values.

2022 Achievements

- **The Prolific Offender Management program** targets repeat offenders in our community. Penticton RCMP continues to dedicate investigative efforts and energies to this program.
- The **continued progress in reducing property crime** and drugs saw a positive reduction in 2022 with **property crimes decreasing by five-percent**. This is an ongoing initiative for the Penticton detachment.
- Mental health, homelessness and substance use disorders are impacting our community and many communities across British Columbia. The **Mental Health Liaison Officer** works with community partners including Interior Health and the Penticton Community Action Team to connect vulnerable persons with supports for mental health and substance use disorders as well as lessening the social issues associated with unhoused residents.

- In 2022, the Penticton detachment was successful in hiring a **Detachment Support Clerk** who provided essential administrative support to Members. This position was instrumental in improving investigative capacity for the Penticton RCMP.

Facts and Stats 2022

- **20,706** calls for service
- **936** charges forwarded
- **1,284** prisoners lodged
- **231** police dog service interventions
- **137** forensic identification files
- **403** Victim Services referrals
- **115** impaired driving investigations
- **4** distracted driving investigations
- **280** Motor Vehicle Act violation tickets
- **376** motor vehicle collision investigations
- **15** Restorative Justice referrals
- **1,326** volunteer hours
- **2** COVID-19 tickets

20,706
calls for service

403
VICTIM SERVICES REFERRALS

936
CHARGES FORWARDED

1,326
VOLUNTEER HOURS

Financial Statements

Chief Financial Officer's Report

May 2023

Your Worship and Members of Council,

I am pleased to present the City of Penticton's 2022 Annual Financial Report for the year ended December 31, 2022 as required by Sections 98 and 167 of the *Community Charter*. The annual report is prepared and presented to Council and the City's residents to provide a summary of the City's financial activities, an update on the strategic goals and action plan, and other information that may be of interest. The report contains the 2022 audited consolidated financial statements, an update on Council's Strategic Priorities, and statistical information from each department as well as summaries of the year's achievements.

Each year the City updates it's Financial Plan and goes through a budget process to determine how much it will need to spend on an annual basis to maintain current levels of service, incorporate service enhancements, incorporate new initiatives and fund capital projects. This budget is presented to Council for their review and approval and once adopted becomes the measure of which the annual financial statements will be compared. 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 Financial Plan with actual results detailed in the annual financial statements.

The audited 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) of the Chartered Professional Accountants of Canada. The City maintains systems of internal budgetary and accounting controls that provide assurance for safeguarding of assets and the reliability of information.

These statements were audited by BDO Canada LLP, and their responsibility is to express an opinion as to whether or not the financial statements prepared by management present fairly the financial position of the City as at December 31, 2022. In their opinion, the "consolidated financial statements present fairly, in all material respects, the consolidated financial position of the City as at December 31, 2022."

Financial results from 2022 saw an increase in the City's net financial assets of $7.3 million bringing the total net financial assets to $76

million. This resulted in a 1.5% increase in the accumulated surplus for a total of $399 million for 2022.

Consolidated revenues for the City were $138 million in 2022, a 7.1% increase over 2021. The increase is attributed to higher taxation revenue, higher investment interest returns and a return to pre-pandemic gaming revenue levels.

Consolidated expenditures were $132.4 million, an increase of 13.5% from 2021 which is mainly attributable 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.

The general revenue fund saw an overall surplus of $469 thousand, with revenues coming in at $109.9 million, an increase of 16% from 2021. Revenues increased over the previous year due to an increase in taxation revenues, federal/provincial grant proceeds, and a return to pre-pandemic gaming revenues.

Expenditures in 2022 increased by 16.1%. 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 decreased to $114 million, a reduction of 2.8% from 2021. The reduction of funds can be attributed to use of the remainder of the COVID-19 Restart funds, deficits in the Electrical and Water funds, and use of Capital reserve funds.

In 2022, the City continued to take steps to maintain services for the community while keeping cost taxation increases down. City Council approved a tax increase for 2022 of 5.7% while deferring an additional 10% of taxes to future years to address inflation and COVID-19 impact mitigation for the public. The City saw partial recovery from COVID on revenue levels, however still continued to experience impacts from the pandemic. As such, Council approved the use of final reserve funds from the Provincial COVID-19 Safe Restart Grant as well as General Surplus funds to bridge remaining financial gaps as a short-term solution. This deferral of taxation was planned to be phased in over the years 2023-2025 while continuing to offset losses by use general surplus funds.

For 2023, the City's Corporate Business Plan continued to be guided by Community Safety, which has now been identified as one of Council's main priorities through their strategic planning. 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.

Like many other municipalities in the Okanagan, the City of Penticton continues to promote sustainable growth and development while at the same time addressing its aging infrastructure. In 2023, the City will continue moving forward with the Asset and Amenity Management Project, "Civic Spaces and Places" by beginning the development and design of a new Community Safety Building.

Overall through the difficult challenges of the past few years, the City has maintained a good financial position and continues to spend financial resources responsibility. With strong financial management and clear Council directives, the City will continue to provide excellent service and value to our residents.

Angela Campbell
Director of Finance & Administration

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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BDO Canada LLP
1631 Dickson Avenue, Suite 400
Kelowna, BC V1Y 0B5 Canada

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, 2022, 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, 2022, 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.

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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 2, 2023

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THE CITY OF PENTICTON
CONSOLIDATED STATEMENT OF FINANCIAL POSITION
DECEMBER 31, 2022

	2022	2021
Financial Assets		
Cash	$ 7,582,478	$ 4,417,985
Term Deposits (Note 1)	125,705,069	124,895,292
Accounts Receivable (Note 2)	15,799,143	10,428,556
Cash deposits and demand notes (Note 14)	2,469,052	2,451,025
	151,555,742	142,192,858
Financial Liabilities		
Accounts Payable and Accrued Liabilities	19,671,163	15,285,176
Development Cost Charges (Note 3)	18,760,686	19,049,679
Deferred Revenue (Note 5)	7,746,391	8,510,803
Deposits	6,191,646	4,013,812
Long Term Debt (Note 9)	20,767,185	24,193,133
MFA Debt Reserve (Note 14)	2,469,052	2,451,025
	75,606,123	73,503,628
Net Financial Assets	$ 75,949,619	$ 68,689,230
Non-Financial Assets		
Tangible Capital Assets (Note 11)	$317,798,223	$319,844,994
Inventory	4,314,643	3,543,147
Prepaid Expenses	571,597	566,878
	322,684,463	323,955,019
Accumulated Surplus	$398,634,082	$392,644,249

See accompanying notes to the Consolidated Financial Statements.

THE CITY OF PENTICTON
CONSOLIDATED STATEMENT OF OPERATIONS AND ACCUMULATED SURPLUS
YEAR ENDED DECEMBER 31, 2022

	2022 Budget (Note 15)	2022	2021
Revenue			
Taxation (Note 18)	$ 39,384,932	$ 39,122,903	$ 36,561,489
Sales of Services	73,719,679	74,538,279	71,429,332
Government Grants and Transfers (Note 16)	4,182,168	7,431,582	6,141,419
Other Revenue	8,080,381	12,958,012	8,884,115
Other Contributions	10,301,893	3,861,655	5,900,602
Gain on Disposal and Insurance Proceeds	30,000	498,844	265,000
Contributed Asset	-	-	11,335
	135,699,053	138,411,275	129,193,292
Expenditure (Note 12)			
General Government	14,683,878	23,343,357	20,002,040
Protective Services	24,108,187	22,520,374	20,021,970
Transportation Services	5,992,802	14,475,233	9,828,808
Environmental Health Services	2,036,550	2,126,030	1,982,591
Public Health and Safety	376,500	423,727	381,586
Environmental Development Services	5,059,469	5,389,187	3,859,262
Recreation and Culture	12,108,716	12,601,593	10,924,940
Electrical Supply	36,394,395	39,162,231	38,679,454
Sewer System Utility	4,524,019	5,759,689	5,511,624
Water Utility Services	3,971,358	6,620,021	5,420,536
	109,255,874	132,421,442	116,612,811
Annual Surplus	26,443,179	5,989,833	12,580,481
Accumulated Surplus, Beginning of Year	392,644,249	392,644,249	380,063,768
Accumulated Surplus, End of Year	$419,087,428	$398,634,082	$392,644,249

See accompanying notes to the Consolidated Financial Statements.

THE CITY OF PENTICTON
CONSOLIDATED STATEMENT OF CHANGE IN NET FINANCIAL ASSETS
YEAR ENDED DECEMBER 31, 2022

	2022 Budget	2022	2021
Annual surplus	$ 26,443,179	$ 5,989,833	$ 12,580,481
Acquisition of Tangible Capital Assets (Note 11)	(46,775,469)	(14,641,140)	(16,152,246)
Amortization (Note 11)	-	14,496,921	14,793,275
Net Disposal of Tangible Capital Assets (Note 11)	-	1,542,179	-
Contributed Tangible Capital Assets (Note 11)	-	-	(11,355)
Asset reclassification (Note 11)	-	648,810	14,989
	(20,332,290)	8,036,603	11,225,144
Change in Prepaid Expenses (Increase)	-	(4,719)	(78,188)
Acquisition of Supplies Inventories	-	(771,495)	(11,114)
	-	(776,214)	(89,302)
Increase in Net Financial Assets	(20,332,290)	7,260,389	11,135,842
Net Financial Assets, Beginning of Year	68,689,230	68,689,230	57,553,388
Net Financial Assets, End of Year	$ 48,356,940	$ 75,949,619	$ 68,689,230

See accompanying notes to the Consolidated Financial Statements.

THE CITY OF PENTICTON
CONSOLIDATED STATEMENT OF CASH FLOWS
YEAR ENDED DECEMBER 31, 2022

	2022	2021
Operating Transactions		
Annual Surplus	$ 5,989,833	$ 12,580,481
Change in Non-Cash Operating Items		
Increase in Accounts Receivable	(5,370,587)	(19,332)
Increase (decrease) in Trade Accounts Payable and Accrued Liabilities	4,385,988	(1,485,436)
Decrease in Development Cost Charges	(288,993)	(7,635)
Increase (decrease) in Deferred Revenues	(764,412)	2,494,283
Increase in Deposits	2,177,834	654,625
Increase in Prepaid Expenses	(4,719)	(78,188)
Increase in Inventory	(771,496)	(11,114)
Net Disposal of Tangible Capital Assets	1,542,179	-
Amortization	14,496,921	14,793,275
Contributed Tangible Capital Assets	-	(11,355)
Asset reclassification	648,810	15,187
	16,051,525	16,344,310
Cash Provided by Operating Activities	22,041,358	28,924,791
Capital Transactions		
Cash Used to Acquire Tangible Capital Assets	(14,641,140)	(16,152,246)
Financing Transactions		
Debt Repayment	(3,425,948)	(3,306,989)
Investing Transactions		
Increase in Term Deposits	(809,777)	(33,289,452)
Change in Cash	3,164,493	(23,823,896)
Cash, Beginning of Year	4,417,985	28,241,881
Cash, End of Year	$ 7,582,478	$ 4,417,985

Supplemental Cash Flow Information	2022	2021
Interest Paid	$ 1,206,888	$ 1,178,773

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, 2022

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 of the Chartered Professional Accountants of Canada. 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.

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.

Revenue Recognition continued

Fee for Service

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

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.

Tangible Capital Assets

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

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. Contributed tangible capital assets are recorded at fair value at the time of the donation, with a corresponding amount recorded as revenue. 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. 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

Retirement and Employee 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 a site is not in productive use 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, 2022 and 2021, the City has no liability for contaminated sites.

THE CITY OF PENTICTON
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
DECEMBER 31, 2022

1. Term Deposits

	Maturity Date	Effective Interest Rate (%)	2022	2021
Valley First	n/a	-	$ 23,432,628	$ 15,270,196
Valley First	Aug 17, 2023	3.05	5,638,937	5,472,039
Valley First	Aug 27, 2024	1.60	5,080,000	5,000,000
Valley First	Dec 14, 2025	5.80	10,000,000	-
Canaccord	Sep 12, 2023	4.45	5,142,275	-
Canaccord	Feb 12, 2024	4.65	5,384,453	-
Canaccord	May 17, 2024	3.80	9,081,900	-
Canaccord	May 17, 2024	3.75	5,877,821	-
Canaccord	Aug 12, 2024	2.80	2,500,000	2,642,157
Canaccord	Aug 12, 2024	2.75	2,500,000	2,500,000
Canaccord	Sept 25, 2025	1.90	5,000,000	5,000,000
Canaccord	Aug 31, 2026	2.20	5,000,000	5,000,000
National Bank Financial	n/a	-	41,067,055	40,210,024
Valley First Redemptions	n/a	-	-	8,212,444
Canaccord Redemptions	n/a	-	-	35,588,432
			$ 125,705,069	$ 124,895,292

2. Accounts Receivable

	2022	2021
Property Taxes	$ 1,269,952	$ 1,187,213
Other Receivables	2,996,077	3,281,652
Federal Government	1,389,413	273,137
Provincial Government	3,646,615	391,049
Other Government Agencies	161,154	119,797
Utility Rates Receivable	4,976,929	4,695,834
Accrued Interest Receivable	1,427,983	532,905
Cemetery Trust Fund Receivable (Payable)	(68,980)	(53,031)
	$ 15,799,143	$ 10,428,556

3. Development Cost Charges (DCC)

The City collects development cost charges to pay for a proportionate share of infrastructure related to new growth. In accordance with the Local Government Act of BC, these funds must be deposited into a separate reserve fund. When the related costs are incurred, the DCCs are recognized as revenue.

	2022	2021
DCC by Type		
Roads DCC	$ 2,070,651	$ 1,952,843
Parks DCC	902,011	1,122,459
Drainage DCC	1,127,322	962,925
Waste Water DCC	10,985,760	11,153,100
Water DCC	3,674,942	3,858,352
	18,760,686	19,049,679
DCC Activity		
Balance, Beginning of Year	19,049,679	19,057,314
Return on Investments	527,549	296,810
DCCs Levied in the Year	1,356,681	3,451,464
Transfers	(2,173,223)	(3,755,909)
	$ 18,760,686	$ 19,049,679

4. Development Cost Charges Reductions

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 2022 $295,504 (2021 - $310,897) 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, 2021	$ 5,367,750	$ 390,276	$ 2,752,777	$ 8,510,803
Collected	10,173,991	988,823	376,475	11,539,289
Recognized	(9,522,888)	(830,927)	(1,949,886)	(12,303,701)
Balance at December 31, 2022	$ 6,018,853	$ 548,172	$ 1,179,366	$ 7,746,391

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, 2021, the Plan has about 227,000 active members and approximately 118,000 retired members. Active members include approximately 42,000 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 $2,490,003 (2021 - $2,423,278) for employer contributions to the Plan in fiscal 2022.

The next valuation will be as at December 31, 2024 with results available in 2025.

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, 2022, the long term debt of the Regional District aggregated $81,042,444 (2021 - $68,123,927).

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.

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 $1,726,136 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:

	2022	2021
Long Term Debt	$ 20,767,185	$ 24,193,133

Principal repayments relating to long term debt of $20,767,185 outstanding are due as follows (in thousands):

	2023	2024	2025	2026	2027	Thereafter	Sinking Fund
General Fund	$ 1,253	$ 949	$ 862	$ 739	$ 578	$ 1,232	$ 4,121
Sewer Fund	543	543	543	543	543	740	3,066
Water Fund	422	422	422	422	265	397	2,162
	$ 2,218	$ 1,914	$ 1,827	$ 1,704	$ 1,386	$ 2,369	$ 9,349

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 2022 earnings in the Sinking Fund were calculated to be $1,214,823 and are included in Other Revenue on the Consolidated Statement of Operations.

THE CITY OF PENTICTON
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
DECEMBER 31, 2022

10. Debt Issued and Outstanding

LIA B Law	S/1 B Law	Issue	Issue Date	Purpose	Issue Amount	Outstanding Amount	Term (Years)	Maturity	Rate (%)	2022 Payments Interest	2022 Payments Principal
General Fund											
2003-15	2268	81	22-Apr-04	Storm Sewer	$ 337,500	$ 50,356	20	2024	2.850	$ 9,619	$ 10,207
2004-16	859-2004	85	25-Oct-04	Parks - Land Acquisition	1,680,000	250,662	20	2024	2.250	37,800	50,807
2004-18	859/2004	85	25-Oct-04	Roads Works -S. Main St.	195,000	29,095	20	2024	2.250	4,388	5,897
2004-19	859/2004	85	15-Oct-04	Road Design-Main St.	150,000	22,381	20	2024	2.250	3,375	4,536
2004-20	859/2004	85	25-Oct-04	Integrated Waterfront	550,000	82,062	20	2024	2.250	12,375	16,633
2004-21	859/2004	93	25-Oct-04	Youth Park	50,000	7,460	20	2024	2.250	1,125	1,512
2004-11	1108/2004	93	06-Apr-05	Wine Information Centre	800,000	147,115	20	2025	5.100	8,692	46,620
2004-20	1108-2004	93	06-Apr-05	Integrated Waterfront	520,000	95,625	20	2025	5.100	5,650	30,303
2004-21	614/2005	95	13-Oct-05	Youth Park	150,000	30,018	20	2025	0.910	1,365	6,112
2005-18	615/2005	95	13-Oct-05	Integrated Waterfront	825,000	165,099	20	2025	0.910	7,508	33,618
2006-15	17/17/2006	99	07-Nov-06	Road Works-Fairview/Ind	1,595,000	426,015	20	2026	1.530	24,404	53,563
2006-17	17/17/2006	99	07-Nov-06	Sportsfields	3,200,000	854,701	20	2026	1.530	48,960	107,462
2006-33	273/2007	102	02-Nov-07	Integrated Waterfront '06	350,000	114,651	20	2027	2.250	7,875	11,754
2006-76	024/2008	103	23-Apr-08	Wellness Centre	3,000,000	1,157,180	20	2028	2.650	79,500	100,745
2007-41	333/2008	104	20-Nov-08	Cemetery-Columbarium	2,500,000	964,314	20	2028	2.900	72,500	83,954
2007-52	333/2008	104	20-Nov-08	Indoor Soccer Facility	1,000,000	385,726	20	2028	2.900	29,000	33,582
2007-57	333/2008	104	20-Nov-08	Integrated Waterfront	530,000	204,435	20	2028	2.900	15,370	17,798
2007-52	638/2009	106	13-Oct-09	Indoor Soccer Facility	415,000	183,281	20	2029	2.250	9,338	13,936
2007-52	15/30/2010	110	08-Apr-10	Indoor Soccer Ph2	586,000	289,066	20	2030	1.280	7,501	21,542
2009-14	15/30/2010	110	08-Apr-10	Pool Upgrades	7,400,000	3,650,323	20	2030	1.280	94,720	272,037
2007-52	B25/2011	116	04-Apr-11	Indoor Soccer Facility	135,000	73,702	20	2031	1.470	1,985	4,963
2009-43	B25/2011	116	04-Apr-11	Road Wrks-Smythe Dr	447,000	244,036	20	2031	1.470	6,571	16,432
26/2018				Downtown 300 Block Main Street	1,530,000	306,000	5		-	12,406	306,000
					27,945,500	9,733,303				502,027	1,250,013

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 (%)	2022 Payments Interest	2022 Payments Principal
Water Fund											
2006-07	17/07/2006	99	07-Nov-06	Naramata Rd. Upgrade	4,670,000	1,247,329	20	2026	1.530	71,451	156,827
2007-83	333/2008	104	20-Nov-08	Water Filtration Plant	4,000,000	1,542,902	20	2028	2.900	116,000	134,327
2007-83	638/2009	106	13-Oct-09	Water Filtration Plant	3,900,000	1,722,403	20	2029	2.250	87,750	130,969
					12,570,000	4,512,634				275,201	422,123
Sewer Fund											
2006-61	273/2007	102	02-Nov-07	Septage Handling Facility	1,050,000	343,951	20	2027	2.250	23,625	35,261
2008-10	332-2008	104	02-Nov-07	Sewer System Upgrade	8,000,000	3,085,805	20	2028	2.900	232,000	268,654
2008-10	638-2009	106	13-Oct-09	Sewer Plant Expansion	7,000,000	3,091,492	20	2029	2.250	157,500	235,072
					16,050,000	6,521,248				413,125	538,987
					$ 56,565,500	$ 20,767,185				$ 1,190,353	$ 2,211,123

THE CITY OF PENTICTON
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
DECEMBER 31, 2022

11. 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 $20,916,677 of expenditures that fall within the Capital Budget. Of this amount, $14,641,140 met the TCA capitalization policy criteria while the remaining $6,275,537 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	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	-	-	-	-	-	-	-	(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

11. Tangible Capital Assets continued

	Land	Buildings	Equipment	Sewer Infrastructure	Water Infrastructure	Electrical Infrastructure	Roads	Construction in Progress	2021 Total
COST									
Opening Balance	$ 53,892,359	$ 169,950,122	$ 48,775,083	$ 57,442,536	$ 60,880,419	$ 83,701,837	$ 96,612,562	$ 2,760,055	$ 574,014,973
Add: Additions	1,060,640	1,290,893	3,216,229	917,310	1,585,277	889,004	3,523,688	3,669,205	16,152,246
Add: Trsf to/from Construction in Progress	-	11,841	41,114	-	-	14,190	394,855	(462,000)	-
Add: Contributed Assets	-	-	11,355	-	-	-	-	-	11,355
Less: Disposals	-	7,745	55,660	-	-	-	-	-	63,405
Re-classification to Financial Assets	-	-	-	-	-	-	-	(14,993)	(14,993)
	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
ACCUMULATED AMORTIZATION									
Opening Balance	-	85,997,491	33,322,415	13,887,058	21,860,213	43,015,311	57,442,824	-	255,525,312
Add: Amortization	-	4,987,340	2,579,562	1,186,798	964,639	2,216,122	2,858,814	-	14,793,275
Less: Acc Amortization on Disposals	-	7,745	55,660	-	-	-	-	-	63,405
	-	90,977,086	35,846,317	15,073,856	22,824,852	45,231,433	60,301,638	-	270,255,182
Net Book Value for Year Ended Dec. 31, 2021	$ 54,952,999	$ 80,268,025	$ 16,141,804	$ 43,285,990	$ 39,640,844	$ 39,373,598	$ 40,229,467	$ 5,952,267	$ 319,844,994

12. Reporting by Object

	2022	2021
Salaries and Benefits	$ 35,654,039	$ 31,273,173
Goods and Services	64,433,751	55,303,328
Interest	1,206,888	1,178,773
Amortization	14,496,921	14,793,275
Other Expenses	3,069,854	2,047,029
Vehicle & Equipment Maintenance	4,939,604	4,180,720
Policing Agreement	8,620,385	7,836,513
	$ 132,421,442	$ 116,612,811

13. 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 and is secured by the Revenue Anticipation Borrowing Bylaw 2011 No. 5003.

As of December 31, 2022 there was no balance outstanding.

b. Bank Indebtedness

The City holds a $5,930,000 EFT limit.

14. 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.

	2022	2021
Cash deposits	$ 2,469,052	$ 2,451,025

15. Budget

The Financial Plan (Budget) Bylaw No. 2021-45 adopted by Council on December 14, 2021 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:

	2022
Financial Plan (Budget) Bylaw surplus for the year	$ -
Add:	
Transfer to Funds/Reserves	20,497,554
Debt Principal Repayments	2,211,126
Budgeted Capital Expenditures - General	16,133,300
Budgeted Capital Expenditures - Electric	8,190,169
Budgeted Capital Expenditures - Sewer	11,004,000
Budgeted Capital Expenditures - Water	11,448,000
Less:	
Budgeted Transfers from Surplus	43,040,970
Budget Surplus per Consolidated Statement of Operations	$ 26,443,179

16. Transfers From Other Governments

	2022	2021
Community Building Fund (Gas Tax)	$ 1,543,768	$ 3,020,636
Capital Grants	2,981,727	1,886,436
Traffic fine revenue sharing	359,030	425,601
Edmonton Avenue Child Care Centre	1,565,671	349,903
Okanagan Basin Water Board grants	152,338	152,338
Local Government Climate Action Program	189,082	-
Library	132,298	160,285
Miscellaneous	507,668	146,220
	$ 7,431,582	$ 6,141,419

17. 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.

18. Taxation

	Budget	2022	2021
Municipal Taxation			
Real Property	$ 38,720,932	$ 38,575,222	$ 35,980,141
Special Assessments	171,000	87,228	86,106
Grants in Lieu	493,000	460,453	495,242
Total municipal taxation	39,384,932	39,122,903	36,561,489
Collections For other Governments			
School	17,100,000	17,989,195	17,055,692
Regional District	2,166,600	2,358,940	2,137,160
Regional Hospital	2,650,000	2,529,865	2,603,596
BCAA	450,000	491,028	451,069
Total collections for other taxing authorities	22,366,600	23,369,028	22,247,517
Transfers to Other Governments	(22,366,600)	(23,353,375)	(22,275,645)
Supplemental Taxation Recovered (Remitted)	-	(15,653)	28,128
Net taxation for municipal purposes	$ 39,384,932	$ 39,122,903	$ 36,561,489

19. Comparative Figures

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

20. 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 owenership 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.

21. 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. 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.

21. Segmented Information continued

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.

22. 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, 2022, the balance of funds held in trust was $1,197,261 (2021 - $1,152,141).

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 Utility	Sewer Utility	Water Utility	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	2,220,999	42,847,262	8,612,757	9,611,171	74,538,279
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	544,339	-	533,651	-	-	-	(500)	663,803	1,318,042	802,320	3,861,655
Gain on Disposal	177,730	-	-	-	-	238,737	82,377	-	-	-	498,844
	54,968,688	5,621,286	5,291,947	2,873,038	390,607	2,350,988	2,899,328	43,518,765	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	1,872,726	2,410,678	35,654,039
Goods and Services	6,881,765	1,527,324	7,439,489	1,911,889	298,646	2,225,497	5,081,243	34,635,302	1,796,606	2,635,990	64,433,751
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	22,520,374	14,475,233	2,126,030	423,727	5,389,187	12,601,593	39,162,231	5,759,689	6,620,021	132,421,442
Excess (Deficiency) of Revenues Over Expenditures	$ 31,625,331	$(16,899,088)	$ (9,183,286)	$ 747,008	$ (33,120)	$ (3,038,199)	$ (9,702,265)	$ 4,356,534	$ 4,323,448	$ 3,793,470	$ 5,989,833

THE CITY OF PENTICTON
SCHEDULE OF SEGMENT DISCLOSURE
DECEMBER 31, 2021

	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	2021 Total
REVENUE											
Taxation	$ 36,561,489	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 36,561,489
Sales of Services	1,073,945	2,876,286	1,890,377	2,730,999	371,484	621,563	1,189,972	42,056,153	8,577,763	10,040,790	71,429,332
Government Grants and Transfers	3,824,437	3,220	1,886,436	-	-	93,031	181,957	-	152,338	-	6,141,419
Other Revenue	5,309,986	2,194,149	896	-	-	1,184,765	172,960	9,359	-	12,000	8,884,115
Other Contributions	1,142,033	-	166,276	-	-	-	-	868,259	1,292,072	2,431,962	5,900,602
Gain on Disposal	265,000	-	-	-	-	-	-	-	-	-	265,000
Contributed Asset	11,335	-	-	-	-	-	-	-	-	-	11,335
	48,188,225	5,073,655	3,943,985	2,730,999	371,484	1,899,359	1,544,889	42,933,771	10,022,173	12,484,752	129,193,292
EXPENDITURE											
Salaries and Benefits	6,027,389	10,268,300	1,307,819	132,079	28,757	1,607,419	5,582,678	2,367,168	1,856,777	2,094,787	31,273,173
Goods and Services	4,467,956	1,335,755	4,268,570	1,843,374	278,422	1,534,645	4,445,243	33,734,239	1,548,064	1,847,060	55,303,328
Interest	(26,388)	-	64,740	-	72,500	-	393,331	-	396,054	278,536	1,178,773
Amortization	7,972,574	-	2,453,142	-	-	-	-	2,216,122	1,186,798	964,639	14,793,275
Other Expenses	1,145,237	43,514	13,110	-	-	707,647	19,482	89,632	2,097	26,310	2,047,029
Vehicle & Equipment Maintenance	415,272	537,888	1,721,427	7,138	1,907	9,551	484,206	272,293	521,834	209,204	4,180,720
Policing Agreement	-	7,836,513	-	-	-	-	-	-	-	-	7,836,513
	20,002,040	20,021,970	9,828,808	1,982,591	381,586	3,859,262	10,924,940	38,679,454	5,511,624	5,420,536	116,612,811
Excess (Deficiency) of Revenues Over Expenditures	$ 28,186,185	$(14,948,315)	$ (5,884,823)	$ 748,408	$ (10,102)	$ (1,959,903)	$ (9,380,051)	$ 4,254,317	$ 4,510,549	$ 7,064,216	$ 12,580,481

THE CITY OF PENTICTON
GENERAL REVENUE FUND
STATEMENT OF OPERATIONS
YEAR ENDED DECEMBER 31, 2022
(UNAUDITED)

	2022 Budget	2022	2021
Revenue			
Taxation	$ 39,384,932	$ 39,122,903	$ 36,561,489
Sales of Services	18,217,654	19,335,956	16,134,107
Government Grants and Transfers	3,619,830	7,279,244	5,989,081
Transfer From Other Funds/Reserves	2,951,838	6,219,921	3,343,881
Other Revenue	8,070,381	12,950,313	8,862,756
Other Contributions	456,712	1,077,490	1,308,309
Sale of Assets	30,000	498,844	265,000
Collections For other Governments	22,366,600	23,369,027	22,247,518
	95,097,947	109,853,698	94,712,141
Expenditure			
Salaries and Benefits	28,177,454	29,428,381	25,696,683
Goods and Services	23,678,641	27,405,404	19,870,200
Interest	495,617	532,962	504,183
Principal Payments	1,250,016	1,250,015	1,246,252
Other Expenses	2,576,723	2,963,821	1,928,989
Vehicle & Equipment Maintenance	1,441,229	3,943,252	3,177,388
Policing Agreement	10,388,000	8,620,385	7,836,513
Transfer to Other Funds/Reserves	4,723,667	11,886,973	11,664,748
Transfers to Other Governments	22,366,600	23,353,375	22,275,645
	95,097,947	109,384,568	94,200,601
EXCESS OF REVENUES OVER EXPENDITURES	-	469,130	511,540
CHANGE IN FUND BALANCES	-	469,130	511,540
FUND BALANCES, BEGINNING OF YEAR	9,646,419	9,646,419	9,134,879
FUND BALANCES, END OF YEAR	$ 9,646,419	$ 10,115,549	$ 9,646,419

THE CITY OF PENTICTON
RESERVE FUNDS
STATEMENT OF FINANCIAL POSITION
YEAR ENDED DECEMBER 31, 2022
(UNAUDITED)

	2022	2021
Balance, Beginning of Year	$ 30,069,059	$ 27,862,842
Add		
Transfers from:		
Revenue Funds	6,110,128	9,121,090
Interest Earned	864,483	436,597
Deduct		
Transfers to:		
Capital Funds	5,161,258	7,039,217
Revenue Funds	-	312,253
	$ 31,882,412	$ 30,069,059
STATUTORY RESERVE FUND BALANCES		
Affordable Housing Reserve	260,175	224,043
Alternative Transportation Reserve	219,833	210,578
Asset Sustainability	7,377,259	5,628,860
Capital Reserve Fund	1,644,735	3,276,175
Community Works Reserve	3,064,694	3,292,166
Electric Capital Reserve Fund	5,400,752	5,252,117
Equipment Replacement Reserve	7,314,267	6,584,966
Land Acquisition Reserve	1,235,553	551,116
Local Improvement Reserve	1,278,779	1,227,141
Off-Street Parking Reserve	144,568	130,974
Parkland Acquisition Reserve	221,301	101,793
Public Amenity Reserve	155,621	122,365
Sewer Capital Reserve	1,455,497	1,415,440
Tax Sale Lands Reserve	8,311	8,082
Water Capital Reserve	2,101,067	2,043,243
Balance, End of Year	$ 31,882,412	$ 30,069,059

THE CITY OF PENTICTON
RESERVE FUNDS
STATEMENT OF CHANGES IN FUND BALANCES
YEAR ENDED DECEMBER 31, 2022
(UNAUDITED)

	Balance, Beginning of Year	Transfer from General Revenue Fund	Interest Earned	Transfer to/from General Revenue/Capital Fund	2022 Total
Reserve					
Affordable Housing	$ 224,043	$ 29,376	$ 6,756	$ -	$ 260,175
Alternate Transportation	210,578	3,250	6,005	-	219,833
Asset Sustainability	5,628,860	1,886,061	181,469	(319,131)	7,377,259
Capital	3,276,175	-	68,659	(1,700,099)	1,644,735
Community Works	3,292,166	1,543,768	88,694	(1,859,934)	3,064,694
Electric Capital	5,252,117	-	148,635	-	5,400,752
Equipment Replacement	6,584,966	1,201,872	194,031	(666,602)	7,314,267
Land Acquisition	551,116	1,275,000	24,929	(615,492)	1,235,553
Local Improvement	1,227,141	16,674	34,964	-	1,278,779
Off-Street Parking	130,974	9,750	3,844	-	144,568
Parkland Acquisition	101,793	115,000	4,508	-	221,301
Public Amenity	122,365	29,377	3,879	-	155,621
Sewer Capital	1,415,440	-	40,057	-	1,455,497
Tax Sale Lands	8,082	-	229	-	8,311
Water Capital	2,043,243	-	57,824	-	2,101,067
	$ 30,069,059	**$ 6,110,128**	**$ 864,483**	**$ (5,161,258)**	**$ 31,882,412**

THE CITY OF PENTICTON
RESERVES
STATEMENT OF CHANGES IN FUND BALANCES
YEAR ENDED DECEMBER 31, 2022
(UNAUDITED)

	Balance, Beginning of Year	Transfers In	Transfers Out	Interest	Inter-fund Borrowing	2022 Total
Non-Statutory						
Asset Emergency	$ 4,249,145	$ -	$ (133,286)	$ -	$ -	$ 4,115,859
Cemetery Land	133,000	-	-	-	-	133,000
Climate Action	560,147	189,082	(80,719)	-	-	668,510
COVID -19 Restart	2,392,938	-	(2,392,938)	-	-	-
Election	90,000	-	(90,000)	-	-	-
Electric Surplus	23,990,874	-	(2,157,808)	-	(3,460,090)	18,372,976
Financial Stabilization	2,743,108	-	-	-	-	2,743,108
Gaming	1,275,583	1,675,594	(1,102,961)	-	-	1,848,216
General Surplus	9,646,419	469,130	-	-	-	10,115,549
Investment Income	1,369,942	-	-	-	-	1,369,942
Marinas	508,254	44,523	(120,373)	-	-	432,404
Multi-Material BC	1,062,831	549,223	(250,000)	-	-	1,362,054
OAP	-	102,624	-	-	-	102,624
Parking & Revitalization	51,765	-	-	-	-	51,765
Public Art	76,771	-	-	-	-	76,771
RCMP	688,000	-	(75,000)	-	-	613,000
Sewer Equipment Replacement	350,000	-	-	-	-	350,000
Sewer Surplus	5,610,219	2,390,098	-	-	-	8,000,317
Storm Water	344,548	364,230	(98,735)	-	-	610,043
Urban Forest	9,450	1,350	-	-	-	10,800
Water Surplus	10,548,680	(540,692)	-	-	-	10,007,988
West Bench Capital	1,185,185	-	-	-	-	1,185,185
West Bench Water	1,331,712	-	(78,336)	-	-	1,253,376
	68,218,571	5,245,162	(6,580,156)	-	(3,460,090)	63,423,487
Statutory	30,069,059	6,110,128	(5,161,258)	864,483	-	31,882,412
DCC	19,049,679	1,356,681	(2,173,223)	527,549	-	18,760,686
	$117,337,309	$ 12,711,971	$ (13,914,637)	$ 1,392,032	$ (3,460,090)	$114,066,585

**inter-fund borrowing to be repaid by general fund (2022-2032)*

THE CITY OF PENTICTON
RESERVE
COVID19 RESTART GRANT
YEAR ENDED DECEMBER 31, 2022
(UNAUDITED)

	2022	2021
COVID19 RESTART GRANT FUND		
Balance, Beginning of Year	$ 2,392,938	$ 3,748,276
Deduct:		
COVID impacts on revenue and expenses	2,392,938	1,355,338
Balance, End of Year	$ -	$ 2,392,938

THE CITY OF PENTICTON
SEWER REVENUE FUND
STATEMENT OF OPERATIONS
YEAR ENDED DECEMBER 31, 2022
(UNAUDITED)

	2022 Budget	2022	2021
Revenue			
Sales of Services	$ 8,611,580	$ 8,716,757	$ 8,672,873
Government Grants and Transfers	152,338	152,338	152,338
Other Contributions	1,258,133	1,318,043	1,292,072
Transfer From Other Funds/Reserves	-	1,152,102	707,624
	10,022,051	11,339,240	10,824,907
Expenditure			
Salaries and Benefits	1,972,367	1,872,727	1,856,777
Goods and Services	2,308,768	2,784,821	2,456,421
Interest	413,125	403,804	396,054
Principal Payments	538,987	538,987	538,987
Other Expenses	-	6,579	2,097
Vehicle & Equipment Maintenance	816,377	466,883	521,834
Transfer to Other Funds/Reserves	3,972,427	2,875,341	2,053,923
	10,022,051	8,949,142	7,826,093
EXCESS OF REVENUES OVER EXPENDITURES	-	2,390,098	2,998,814
CHANGE IN FUND BALANCES	-	2,390,098	2,998,814
FUND BALANCES, BEGINNING OF YEAR	5,610,219	5,610,219	2,611,405
FUND BALANCES, END OF YEAR	$ 5,610,219	$ 8,000,317	$ 5,610,219

THE CITY OF PENTICTON
WATER REVENUE FUND
STATEMENT OF OPERATIONS
YEAR ENDED DECEMBER 31, 2022
(UNAUDITED)

	2022 Budget	2022	2021
Revenue			
Sales of Services	$ 10,262,600	$ 9,666,171	$ 10,099,380
Transfer From Other Funds/Reserves	78,336	2,441,784	2,823,881
Other Revenue	-	-	12,000
Other Contributions	488,379	457,065	2,444,324
	10,829,315	12,565,020	15,379,585
Expenditure			
Salaries and Benefits	2,054,749	2,410,677	2,094,787
Goods and Services	2,261,433	3,643,271	2,773,324
Interest	275,201	270,121	278,536
Principal Payments	422,123	422,123	422,123
Other Expenses	31,200	47,669	26,310
Vehicle & Equipment Maintenance	354,457	254,537	209,204
Transfer to Other Funds/Reserves	5,430,152	6,057,314	7,389,558
	10,829,315	13,105,712	13,193,842
EXCESS OF REVENUES OVER EXPENDITURES	-	(540,692)	2,185,743
CHANGE IN FUND BALANCES	-	(540,692)	2,185,743
FUND BALANCES, BEGINNING OF YEAR	10,548,680	10,548,680	8,362,937
FUND BALANCES, END OF YEAR	$ 10,548,680	$ 10,007,988	$ 10,548,680

THE CITY OF PENTICTON
ELECTRIC REVENUE FUND
STATEMENT OF OPERATIONS
YEAR ENDED DECEMBER 31, 2022
(UNAUDITED)

	2022 Budget	2022	2021
Revenue			
Sales of Services	$ 42,567,253	$ 43,049,370	$ 42,233,342
Other Revenue	10,000	7,700	9,359
Other Contributions	-	663,803	868,259
Transfer From Other Funds/Reserves	12,274,758	4,316,109	73,028
	54,852,011	48,036,982	43,183,988
Expenditure			
Salaries and Benefits	1,984,030	2,594,734	2,367,168
Goods and Services	35,601,583	36,177,750	35,171,514
Other Expenses	84,228	51,784	89,632
Vehicle & Equipment Maintenance	265,100	274,932	272,293
Transfer to Other Funds/Reserves	16,917,070	11,095,590	4,168,931
	54,852,011	50,194,790	42,069,538
EXCESS OF REVENUES OVER EXPENDITURES	-	(2,157,808)	1,114,450
CHANGE IN FUND BALANCES	-	(2,157,808)	1,114,450
FUND BALANCES, BEGINNING OF YEAR	23,990,874	23,990,874	22,876,424
FUND BALANCES, END OF YEAR	$ 23,990,874	$ 21,833,066	$ 23,990,874

THE CITY OF PENTICTON
STORM WATER
STATEMENT OF REVENUE AND EXPENDITURE
YEAR ENDED DECEMBER 31, 2022
(UNAUDITED)

	2022 Budget	2022	2021
REVENUE			
Sales of Services	$ 966,000	$ 957,387	$ 763,377
Transfer from Other Funds/Reserves	56,173	-	-
EXPENDITURE			
Salaries and Benefits	269,523	264,069	221,197
Goods and Services	161,150	125,388	125,125
Vehicle & Equipment Maintenance	41,500	25,964	21,171
Transfer to Other Funds/Reserves	550,000	177,735	155,904
	1,022,173	593,156	523,397
EXCESS OF REVENUES OVER EXPENDITURES	$ -	$ 364,231	$ 239,980

THE CITY OF PENTICTON
CEMETERY PERPETUAL TRUST FUND
YEAR ENDED DECEMBER 31, 2022
(UNAUDITED)

	2022	2021
ASSETS		
Bank Term Deposits	$ 1,128,282	$ 1,099,110
Less:		
Due From General Revenue Fund	(68,980)	(53,031)
	$ 1,197,262	$ 1,152,141
SURPLUS		
Balance, Beginning of Year	$ 1,152,141	$ 1,108,545
Add:		
Care Fund Contributions	45,120	43,513
Interest Earned	29,420	10,883
	74,540	54,396
Deduct:		
Cemetery Maintenance	29,420	10,800
Balance, End of Year	$ 1,197,261	$ 1,152,141

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, is required to be returned to the original reserve fund.

The City's DCC program supports community development and integrates with longer-term plans. DCCs support local government best practices in reflecting current development conditions in the community such as revised growth projections, fluctuating construction costs and new infrastructure capital works. Infrastructure requirements are based on the Official Community Plan (OCP) that estimates a resulting population of 41,900 by the end of 2046.

In 2022 Development Cost Charges Bylaw No. 2007-79 and the amendments were repealed. Following the 2021 Development Cost Charge Review, Development Cost Charges Bylaw No. 2022-38 was adopted by Council on October 18, 2022. Following local government best practices and to reflect current development conditions in the community such as revised growth projections, changing construction costs and new infrastructure capital works. This process included significant public engagement prior to the adoption of the Bylaw. The revised Bylaw included significant changes including the revising of municipal assist factors, as shown below, update of all DCC project lists, and a recalculation of rates including revised costs and inflationary impacts.

Municipal Assist Factors

The *Local Government Act* requires local governments to assist in the cost of new infrastructure. The municipal assist factor signifies Council's 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	2022 Balance
Roads	$ 1,952,843	$ 119,769	$ 58,099	$ 56,138	$ 2,070,651
Parks	1,122,459	119,918	368,613	28,247	902,011
Storm (Drainage)	962,925	135,233	0	29,164	1,127,322
Wastewater	11,153,100	781,898	1,258,132	308,894	10,985,760
Water	3,858,352	199,863	488,379	105,106	3,674,943
Total	**$ 19,049,679**	**$ 1,356,681**	**$ 2,173,223**	**$ 527,549**	**$ 18,760,686**

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

Project Expenditures 2022

Roads

- $53k debt payments – Fairview & Industrial
- $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

Storm Water

- No project expenditures

Sewer

- $850k debt payment and annual transfer - Lee Avenue Lift Station, Forcemain & Inlet Sewer Upgrades
- $408k debt payment and annual transfer - 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 2023 and 2024 are included below. Further information on planned DCC projects from 2025–2027 can be found in the City's 2023–2027 Financial and Corporate Business Plan on the Development Cost Charges Funded Projects (page 226).

Roads

- $308k for the AAA Bike Network Plan (2023)
- $186k for Sidewalks, Curbs and Gutter Projects (2023)
- $53k for Intersection & Road Marking Improvements (2024)
- $210k for Sidewalks, Curbs and Gutter Projects (2024)

Sewer

- $1.5M AWWTP Expansion & Upgrades (2024)
- $338k SOEC Lift Station Wet Well Expansion (2024)

Parks

- $99k KVR Trail Network Master Plan & Improvements
- $247k Robinson Park Improvements

2022 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 **
Activate Penticton Ice Rink (Bathrooms)*	$240
Canadian Mental Health Association	$5,000
Canadian Sport School Hockey League (CSSHL)	$10,000
Cat's Paw Productions Society	$500
Community Arts Council	$12,312
Community Foundation of the South Okanagan (ie. Neighbourhood Small Grants)	$4,650
Community Market (Farmer´s Market)	$5,252
Downtown Penticton Business Improvement Association	$3,537
Dragonfly Pond Family Society	$500
First Things First Okanagan	$1,080
Granfondo*	$48,890
Ha Ha Ha Kidzfest Society	$8,821
Hoodoo Adventures Company Ltd*	$6,285
IRONMAN Triathlon*	$272,322
Miss Penticton Royalty	$9,150
Okanagan Fest of Ale Society	$3,675
Okanagan Fruit Tree Project Society	$3,500
Okanagan School of the Arts	$10,000
Okanagan Similkameen Conservation Alliance (MeadowLark Festival)	$3,500
Okanagan Trestle Tours*	$2,825
Pathways Addictions Resource Centre	$10,000
Peach Festival Society	$47,579
Pentastic Jazz Festival	$9,700
Penticton Art Gallery Society	$125,000
Penticton Art Gallery Society (Ignite the Arts Festival)	$29,191

Organization	Total Support **
Penticton BMX	$4,200
Penticton Curling Club (Nufloors Classic)	$13,367
Penticton Cycling Association	$14,028
Penticton Dragonboat Festival Society	$19,296
Penticton Elvis Festival	$19,541
Penticton Historic Automobile Association	$7,775
Penticton Kiwanis Music Festival	$5,000
Penticton Recovery Resource Society	$12,275
Penticton Regional Bridge Tournament	$5,000
Penticton Scottish Festival Society	$8,000
Penticton Senior´s Drop in Centre	$2,200
RCMP Youth Academy	$3,000
Rotary Club of Penticton	$9,320
S.S. Sicamous Society	$80,000
Salvation Army	$20
Skaha Bluffs Park Watch Society	$15,000
South Okanagan Seniors Wellness Society	$15,500
The Penti-Con Association	$4,000
The Penticton Centre for Exceptional Learning	$2,100
Tri 1 Events Ltd.*	$2,879
United Way Emergency Transportation Assistance Program	$8,100
2022 Grand Total	**$884,110**

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

2022 Permissive Tax Exemptions

Organization Name	Civic Address	Actual 2022 Municipal Taxes
Affordable Living for Today Society	245 Warren Ave. W.	$7,290
BC Wine Info Centre	101 - 553 Vees Dr.	$4,268
BPOE Penticton Elks Lodge #51	343 Ellis St.	$2,690
Community Foundation of the South Okanagan Similkameen	501 Main St.	$26,512
Concordia Lutheran Church of Penticton BC	2800 South Main St.	$5,200
Fraternal Order Of Eagles #4281	1197 Main St.	$3,642
Good Samaritan Canada	270 Hastings Ave.	$48,603
Grace Mennonite Brethren Church	74 Penticton Ave.	$1,749
Green Mountain Congregation of Jehovah's Witnesses	52 Roy Ave.	$3,793
Hellenic Community of Penticton	1265 Fairview Ave.	$1,543
Holy Cross School	1299 Manitoba St.	$17,490
Living Way Life Church	608 Winnipeg St.	$1,294
Luso Canadian Multicultural Society	135 Winnipeg St.	$2,796
Oasis United Church	2964 Skaha Lake Rd.	$15,079
Okanagan Boys & Girls Clubs	1295 Manitoba St.	$8,103
Okanagan Similkameen Neurological Society	103 - 550 Carmi Ave.	$0
OneSky Community Resources Society	847 Winnipeg St.	$1,863
OneSky Community Resources Society	470 Edmonton Ave.	$3,592
OneSky Community Resources Society	500 Edmonton Ave.	$978
OneSky Community Resources Society	2434 Baskin St.	$1,084
OneSky Community Resources Society	2450 Baskin St.	$1,087
OneSky Community Resources Society	150 McPherson Cres.	$2,719
OneSky Community Resources Society	154 McPherson Cres.	$2,719
OneSky Community Resources Society	101 - 208 Ellis St.	$2,144
OneSky Community Resources Society	330 Ellis St.	$14,261
OneSky Housing Society	107 - 285 Nanaimo Ave. W.	$548
OneSky Housing Society	108 - 285 Nanaimo Ave. W.	$713
OneSky Housing Society	110 - 285 Nanaimo Ave. W.	$582
OneSky Housing Society	111 - 285 Nanaimo Ave. W.	$583
OneSky Housing Society	112 - 285 Nanaimo Ave. W.	$826

2022 Permissive Tax Exemptions

Organization Name	Civic Address	Actual 2022 Municipal Taxes
OneSky Housing Society	113 - 285 Nanaimo Ave. W.	$685
OneSky Housing Society	114 - 285 Nanaimo Ave. W.	$1,028
OneSky Housing Society	115 - 285 Nanaimo Ave. W.	$935
OneSky Housing Society	101 - 285 Nanaimo Ave. W.	$538
OneSky Housing Society	102 - 285 Nanaimo Ave. W.	$713
OneSky Housing Society	103 - 285 Nanaimo Ave. W.	$713
OneSky Housing Society	104 - 285 Nanaimo Ave. W.	$944
OneSky Housing Society	105 - 285 Nanaimo Ave. W.	$732
OneSky Housing Society	106 - 285 Nanaimo Ave. W.	$1,131
OneSky Housing Society	207 - 285 Nanaimo Ave. W.	$560
OneSky Housing Society	208 - 285 Nanaimo Ave. W.	$729
OneSky Housing Society	209 - 285 Nanaimo Ave. W.	$729
OneSky Housing Society	210 - 285 Nanaimo Ave. W.	$975
OneSky Housing Society	211 - 285 Nanaimo Ave. W.	$975
OneSky Housing Society	212 - 285 Nanaimo Ave. W.	$558
OneSky Housing Society	213 - 285 Nanaimo Ave. W.	$1,159
OneSky Housing Society	214 - 285 Nanaimo Ave. W.	$944
OneSky Housing Society	201 - 285 Nanaimo Ave. W.	$584
OneSky Housing Society	202 - 285 Nanaimo Ave. W.	$729
OneSky Housing Society	203 - 285 Nanaimo Ave. W.	$729
OneSky Housing Society	204 - 285 Nanaimo Ave. W.	$963
OneSky Housing Society	205 - 285 Nanaimo Ave. W.	$748
OneSky Housing Society	206 - 285 Nanaimo Ave. W.	$1,156
OneSky Housing Society	307 - 285 Nanaimo Ave. W.	$571
OneSky Housing Society	308 - 285 Nanaimo Ave. W.	$741
OneSky Housing Society	309 - 285 Nanaimo Ave. W.	$741
OneSky Housing Society	310 - 285 Nanaimo Ave. W.	$997
OneSky Housing Society	311 - 285 Nanaimo Ave. W.	$994
OneSky Housing Society	312 - 285 Nanaimo Ave. W.	$569
OneSky Housing Society	313 - 285 Nanaimo Ave. W.	$1,181
OneSky Housing Society	314 - 285 Nanaimo Ave. W.	$963

2022 Permissive Tax Exemptions

Organization Name	Civic Address	Actual 2022 Municipal Taxes
OneSky Housing Society	301 - 285 Nanaimo Ave. W.	$560
OneSky Housing Society	302 - 285 Nanaimo Ave. W.	$741
OneSky Housing Society	303 - 285 Nanaimo Ave. W.	$741
OneSky Housing Society	304 - 285 Nanaimo Ave. W.	$984
OneSky Housing Society	305 - 285 Nanaimo Ave. W.	$763
OneSky Housing Society	306 - 285 Nanaimo Ave. W.	$1,178
OneSky Housing Society	407 - 285 Nanaimo Ave. W.	$583
OneSky Housing Society	408 - 285 Nanaimo Ave. W.	$754
OneSky Housing Society	409 - 285 Nanaimo Ave. W.	$754
OneSky Housing Society	410 - 285 Nanaimo Ave. W.	$1,016
OneSky Housing Society	411 - 285 Nanaimo Ave. W.	$1,013
OneSky Housing Society	412 - 285 Nanaimo Ave. W.	$581
OneSky Housing Society	413 - 285 Nanaimo Ave. W.	$1,206
OneSky Housing Society	414 - 285 Nanaimo Ave. W.	$984
OneSky Housing Society	401 - 285 Nanaimo Ave. W.	$571
OneSky Housing Society	402 - 285 Nanaimo Ave. W.	$754
OneSky Housing Society	403 - 285 Nanaimo Ave. W.	$754
OneSky Housing Society	404 - 285 Nanaimo Ave. W.	$1,003
OneSky Housing Society	405 - 285 Nanaimo Ave. W.	$776
OneSky Housing Society	406 - 285 Nanaimo Ave. W.	$1,203
Ooknakane Friendship Centre	146 Ellis St.	$4,621
Our Redeemer Lutheran Church of Penticton, B.C.	1370 Church St.	$1,768
Penticton & District Community Arts Council	220 Manor Park Ave.	$14,814
Penticton & District Minor Hockey Association	399 Power St.	$1,434
Penticton Alliance Church	197 Brandon Ave.	$4,470
Penticton and District Emergency Program Society	251 Dawson Ave.	$1,684
Penticton and District Multicultural Society	340 Ellis St.	$5,786
Penticton and District Society for Community Living	252 Conklin Ave.	$2,252
Penticton and District Society for Community Living	180 Industrial Ave. W.	$13,069
Penticton and District Society for Community Living	259 Backstreet Blvd. (up to 15 units)	$12,658
Penticton and District Society for Community Living	234 Van Horne St.	$2,608

2022 Permissive Tax Exemptions

Organization Name	Civic Address	Actual 2022 Municipal Taxes
Penticton and District Society for Community Living	1706 Main St.	$7,038
Penticton and District Society for Community Living	453 Winnipeg St. (Chestnut Place)	$3,548
Penticton and District Society for Community Living	146 & 150 Bruce Crt.	$12,159
Penticton Art Gallery	199 Marina Way	$18,622
Penticton Bethel Pentecostal Tabernacle	945 Main St.	$6,371
Penticton Bethel Pentecostal Tabernacle	65 Preston Ave.	$2,139
Penticton Bethel Pentecostal Tabernacle	973 Main St.	$4,887
Penticton BMX Society	630 Munson Mountain Rd.	$3,310
Penticton Christian School Society	1060 Main St.	$932
Penticton Community Gardens Society	480 Vancouver Ave.	$1,564
Penticton Curling Club	505 Vees Dr.	$12,591
Penticton Disc Golf Club	500 Marina Way	$7,447
Penticton First Baptist Church	1498 Government St.	$5,794
Penticton Free Presbyterian Church	120 Preston Ave.	$3,023
Penticton Golf & Country Club	600 Comox St.	$5,228
Penticton Golf & Country Club	852 Eckhardt Ave. W.	$13,904
Penticton Kiwanis Housing Society	101 - 150 Van Horne St.	$592
Penticton Kiwanis Housing Society	103 - 150 Van Horne St.	$493
Penticton Kiwanis Housing Society	105 - 150 Van Horne St.	$493
Penticton Kiwanis Housing Society	113 - 150 Van Horne St.	$493
Penticton Kiwanis Housing Society	115 - 150 Van Horne St.	$600
Penticton Kiwanis Housing Society	112 - 150 Van Horne St.	$593
Penticton Kiwanis Housing Society	104 - 150 Van Horne St.	$491
Penticton Kiwanis Housing Society	102 - 150 Van Horne St.	$593
Penticton Kiwanis Housing Society	201 - 150 Van Horne St.	$602
Penticton Kiwanis Housing Society	209 - 150 Van Horne St.	$503
Penticton Kiwanis Housing Society	211 - 150 Van Horne St.	$503
Penticton Kiwanis Housing Society	213 - 150 Van Horne St.	$503
Penticton Kiwanis Housing Society	215 - 150 Van Horne St.	$610
Penticton Kiwanis Housing Society	214 - 150 Van Horne St.	$603
Penticton Kiwanis Housing Society	212 - 150 Van Horne St.	$507

2022 Permissive Tax Exemptions

Organization Name	Civic Address	Actual 2022 Municipal Taxes
Penticton Kiwanis Housing Society	210 - 150 Van Horne St.	$503
Penticton Kiwanis Housing Society	204 - 150 Van Horne St.	$501
Penticton Kiwanis Housing Society	202 - 150 Van Horne St.	$603
Penticton Kiwanis Housing Society	301 - 150 Van Horne St.	$617
Penticton Kiwanis Housing Society	315 - 150 Van Horne St.	$622
Penticton Kiwanis Housing Society	314 - 150 Van Horne St.	$614
Penticton Kiwanis Housing Society	312 - 150 Van Horne St.	$515
Penticton Kiwanis Housing Society	310 - 150 Van Horne St.	$514
Penticton Kiwanis Housing Society	308 - 150 Van Horne St.	$601
Penticton Kiwanis Housing Society	304 - 150 Van Horne St.	$512
Penticton Kiwanis Housing Society	302 - 150 Van Horne St.	$614
Penticton Kiwanis Housing Society	401 - 150 Van Horne St.	$627
Penticton Kiwanis Housing Society	413 - 150 Van Horne St.	$525
Penticton Kiwanis Housing Society	415 - 150 Van Horne St.	$632
Penticton Kiwanis Housing Society	414 - 150 Van Horne St.	$625
Penticton Kiwanis Housing Society	412 - 150 Van Horne St.	$526
Penticton Kiwanis Housing Society	410 - 150 Van Horne St.	$522
Penticton Kiwanis Housing Society	408 - 150 Van Horne St.	$613
Penticton Kiwanis Housing Society	406 - 150 Van Horne St.	$519
Penticton Kiwanis Housing Society	404 - 150 Van Horne St.	$519
Penticton Kiwanis Housing Society	402 - 150 Van Horne St.	$625
Penticton Lawn Bowling Club	260 Brunswick St.	$4,953
Penticton Masonic Building Association	416 Westminster Ave. W.	$3,808
Penticton New Beginnings Christian Fellowship	101 - 96 Edmonton Ave.	$933
Penticton Recovery Resource Society	633 Winnipeg St.	$0
Penticton Recovery Resource Society	101 Edna Ave.	$2,178
Penticton Safety Village Society	490 Edmonton Ave.	$6,159
Penticton Seniors' Drop-In Centre Society	2905 South Main St.	$23,826
Penticton Sikh Temple and Indian Cultural Society	3290 South Main St.	$7,935
Penticton Tennis Club	675 Marina Way	$2,658
Penticton United Church	696 Main St.	$3,179

2022 Permissive Tax Exemptions

Organization Name	Civic Address	Actual 2022 Municipal Taxes
Penticton Vineyard Community Church	102 - 1825 Main St.	$8,243
Penticton Yacht Club	293 Marina Way	$9,500
S.S. Sicamous Restoration Society	1099 Lakeshore Dr. W.	$8,387
Seventh-day Adventist Church (British Columbia Conference)	290 Warren Ave. W.	$4,568
South Okanagan Similkameen Brain Injury Society	742 Argyle St.	$2,125
South Okanagan Similkameen Brain Injury Society	332 Eckhardt Ave. W.	$2,664
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.	$586
South Okanagan Women in Need Society	102 - 1027 Westminster Ave. W.	$1,206
St. Andrew's Presbyterian Church	397 Martin St.	$1,327
St. Andrew's Presbyterian Church	157 Wade Ave. W.	$0
St. Ann's Parish	1296 Main St.	$5,851
St. Ann's Parish (Penticton Recovery Resource Society)	397 Wade Ave. W.	$1,673
St. Ann's Parish (Pregnancy Support Program under OneSky Communities)	200 Bennett Ave.	$1,732
St. Ann's Parish (St. John Vianney)	361 Wade Ave. W.	$2,618
St. Saviour's Anglican Church	150 Orchard Ave.	$4,193
The British Columbia Society for the Prevention of Cruelty to Animals	2200 Dartmouth Dr.	$15,333
The Care Closet	574 Main St.	$2,746
The Church of Jesus Christ of Latter-day Saints in Canada	2946 South Main St.	$5,881
The Penticton Church of the Nazarene	523 Jermyn Ave.	$3,237
The Penticton Horseshoe Pitchers Club	2905 South Main St.	$2,437
The Penticton Kinsmen Disability Resource Center Society	216 Hastings Ave.	$11,778
The Salvation Army Penticton	2399 South Main St.	$12,196
The Salvation Army Penticton	2469 South Main St.	$4,055
The Salvation Army Penticton	318 Ellis St.	$4,634
YMCA of Okanagan Association	630 Birch Ave.	$2,452
2022 Permissive Tax Exemptions		**$595,288**

2022 Revitalization Tax Exemptions

Civic Address	2022 Municipal Taxes Forgone
192 Industrial Crt.	$3,236
198 Winnipeg St.	$766
361 Martin St.	$10,947
399 Main St.	$9,268
1000 Lakeshore Dr.	$3,970
553 Vees Dr.	$68,536
21 Lakeshore Dr. W.	$90,854
161 Ellis St.	$4,308
101 - 110 Ellis St.	$4,108
102 - 110 Ellis St.	$2,655
103 - 110 Ellis St.	$2,962
201 - 110 Ellis St.	$1,237
202 - 110 Ellis St.	$614
204 - 110 Ellis St.	$807
301 - 110 Ellis St.	$1,112
302 - 110 Ellis St.	$629
303 - 110 Ellis St.	$872
304 - 110 Ellis St.	$1,103
305 - 110 Ellis St.	$941
306 - 110 Ellis St.	$542
307 - 110 Ellis St.	$542
308 - 110 Ellis St.	$969
309 - 110 Ellis St.	$994
310 - 110 Ellis St.	$717
311 - 110 Ellis St.	$679
312 - 110 Ellis St.	$1,022
401 - 110 Ellis St.	$1,115
402 - 110 Ellis St.	$614
403 - 110 Ellis St.	$860
404 - 110 Ellis St.	$1,103

2022 Revitalization Tax Exemptions

Civic Address	2022 Municipal Taxes Forgone
405 - 110 Ellis St.	$972
406 - 110 Ellis St.	$542
407 - 110 Ellis St.	$542
408 - 110 Ellis St.	$966
409 - 110 Ellis St.	$994
410 - 110 Ellis St.	$707
411 - 110 Ellis St.	$660
412 - 110 Ellis St.	$991
501 - 110 Ellis St.	$1,115
502 - 110 Ellis St.	$614
503 - 110 Ellis St.	$860
504 - 110 Ellis St.	$1,103
505 - 110 Ellis St.	$960
506 - 110 Ellis St.	$542
507 - 110 Ellis St.	$542
508 - 110 Ellis St.	$966
509 - 110 Ellis St.	$994
510 - 110 Ellis St.	$707
511 - 110 Ellis St.	$660
512 - 110 Ellis St.	$991
601 - 110 Ellis St.	$1,499
602 - 110 Ellis St.	$1,511
603 - 110 Ellis St.	$1,470
604 - 110 Ellis St.	$1,611
605 - 110 Ellis St.	$1,284
606 - 110 Ellis St.	$1,156
198 Ellis St.	$5,870
325 Van Horne St.	$5,122
331 Van Horne St.	$4,595
101 - 135 Front St.	$1,192

2022 Revitalization Tax Exemptions

Civic Address	2022 Municipal Taxes Forgone
201 - 135 Front St.	$492
202 - 135 Front St.	$502
203 - 135 Front St.	$492
204 - 135 Front St.	$502
301 - 135 Front St.	$502
302 - 135 Front St.	$502
303 - 135 Front St.	$502
304 - 135 Front St.	$511
401 - 135 Front St.	$511
402 - 135 Front St.	$520
403 - 135 Front St.	$511
404 - 135 Front St.	$520
501 - 135 Front St.	$857
502 - 135 Front St.	$872
409 Ellis St.	$846
99 White Ave. E.	$3,119
232 Rosetown Ave.	$3,136
2060 Government St.	$2,483
2147 Dartmouth Rd.	$6,818
647 Okanagan Ave. E.	$7,459
117 - 2203 Dartmouth Dr.	$1,095
121 - 2203 Dartmouth Dr.	$901
125 - 2203 Dartmouth Dr.	$901
129 - 2203 Dartmouth Dr.	$1,135

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Council Report

penticton.ca

Date: June 20, 2023 File No: RMS/795 Westminster Ave W
To: Donny van Dyk, Chief Administrative Officer
From: Steven Collyer, Senior Planner
Address: 795 Westminster Avenue West

Subject: **Development Variance Permit PL2023-9585**

Staff Recommendation

THAT Council approve "Development Variance Permit PL2023-9585" for Lot 1 District Lot 2 Group 7 Similkameen Division Yale (Formerly Yale Lytton) District Plan EPP120592, located at 795 Westminster Avenue West, a permit to vary the following sections of Zoning Bylaw 2023-08 to allow the mixed-use development within the CD8 Comprehensive Development (795 Westminster Ave W) zone to be constructed in two phases:

- Section 14.8.3.2: to reduce the minimum lot area from 3,200m^2 to 1,090m^2 (for phasing only), and
- Section 14.8.3.7: to reduce the minimum interior side yard from 3.0m to 0.0m (for phasing only);

AND THAT Council direct staff to issue "Development Variance Permit PL2023-9585".

Strategic Priority Objective

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

Proposal

The applicant is proposing to build their approved mixed-use development in two phases (Figure 1). The full development was approved by Council in July 2022 through Development Permit PL2022-9281. The applicant requires two variances to the CD8 zone regulations to allow one phase of the development to be completed before the other. The applicant is requesting that the minimum lot area be reduced from 3,200m^2 to 1,090m^2 and that the minimum interior side yard setback between the phases be reduced from 3.0m to 0.0m on a temporary basis to allow phasing to occur.

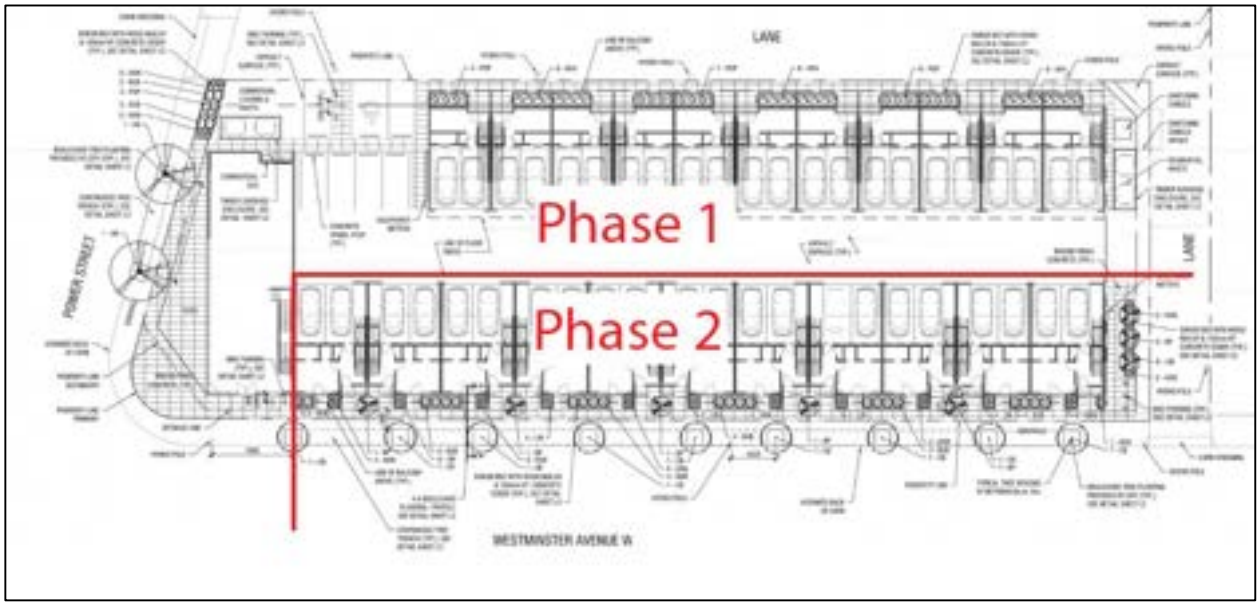


Figure 1 - Development plan showing proposed phasing

Background

The subject property is located at the northeast corner of Westminster Ave W and Power St at the edge of the North Gateway area. In July 2022, Council adopted Zoning Amendment Bylaw No. 2022-25 which rezoned the subject property to CD8, a Comprehensive Development zone specifically created for this mixed use development. The development consists of a 183m^2 (1,970ft^2) commercial unit at the corner of Westminster and Power St, with 11 live/work townhomes along Westminster Ave W and 11 townhomes along the rear lane (north). When adopting the Zoning Amendment Bylaw, Council also approved the related Development Permit (DP PL2022-9281) for the form and character of the proposed development.

Since that approval, staff have worked with the applicant on the building permit application requirements. The applicants are requesting to build the development in two phases, rather than all at once, as they have outlined in the letter of intent included with this application (Attachment 'A').

Technical Review

The Phased Strata Subdivision and Development Variance Permit applications were reviewed by the Technical Planning Committee, a group of internal city staff who review development applications. There were no technical concerns raised with the requested variances needed to facilitate the phased development of this project. Staff will prepare the detailed list of conditions for the Phased Strata Subdivision, if the Development Variance Permit is approved. The applicant is aware of these upcoming phasing requirements.

Analysis

The reason for phasing a strata development is to allow some units to be sold and occupied while the rest of the development is being constructed. For larger strata projects, phasing can be required for financing, and is also beneficial to allow housing units that are built to come onto the market and be occupied sooner. Many multi-family strata developments in Penticton are built in phases, including the Riverside Townhomes

at 201 Wylie Street (7 phases), Skaha Lake Towers at 3388 Skaha Lake Road (3 phases), and the upcoming Sokana development at 270 Riverside Drive (2 phases), among others.

Phased strata applications are processed at the staff level, provided that each phase of the development meets the applicable Zoning Bylaw regulations on its own. In this case, a Development Variance Permit is required to allow for the Phased Strata Subdivision to proceed because the lot area of each phase and the building setbacks between the phasing line do not meet the Zoning Bylaw requirements given that the custom CD8 zone regulations were developed based on the entire site.

The proposed use, form and character of the development has already gone through technical review, public hearing, and received Council approval. The requested phasing variances are considered minor in nature and will not affect the overall outcome of the development's form and character. The applicant has outlined in the Letter of Intent (Attachment 'A') that they intend to phase the project in response to changing economic conditions over the last year, and that they have much experience working on other phased townhouse projects and will ensure access to occupied units is maintained while the second phase is being constructed.

The proposed phasing plan ensures the full width of the internal driveway is constructed in Phase 1, which ensures those units have access into their garages off the internal lane while Phase 2 is under construction. This is the main reason staff support the requested 0.0m interior side yard setback between the two phases of this development. The full build-out will maintain all required setbacks outlined in the CD8 zone and shown on the already approved development permit plans (DP PL2022-9281).

Given the reasons above, staff recommend that Council approve the requested variances to reduce the minimum lot area from 3,200m^2 to 1,090m^2 and to reduce the minimum interior side yard from 3.0m to 0.0m, to allow the project to be constructed in two phases.

Attachments

Attachment A – Letter of Intent (applicant)
Attachment B – Proposed Phasing Plan and Approved Site Plan
Attachment C – Draft Development Variance Permit PL2023-9585

Respectfully submitted,

Steven Collyer, RPP, MCIP
Senior Planner

Concurrence

Director of Development Services	Chief Administrative Officer
BL	DvD

CANTIRO

17511 108 Ave NW
Edmonton AB
April 27, 2023

FAO Mayor and Council
City of Penticton

Re. 795 Westmin, City of Penticton – Letter of Intent
22 Homes in 2 Phases - Phased Construction and sequencing strategy

Dear Mayor and Council,

Cantiro wish to further explain their preferred phasing in the development of the CRU and these 22 residential units, given Cantiro's background and experience in managing such phased construction. During early pre-construction, Cantiro were faced with escalated pricing, as we were coming out of the pandemic, through the spring and summer of 2022. The recent rise in interest rates, after a period of relative stability, meant that the housing sector had to proceed carefully in managing their housing inventory, not getting stock too far ahead of the market demand. Cantiro chose to begin construction on the CRU and the smaller City Lane units first, tracking demand due to the general market drop-off in pre-sales, and following interest rate rises. When sales and market demand are deemed to be improving, Cantiro will commence the 11 Westmin Avenue townhomes, within, if not before, timelines indicated in our disclosure documents.

The utility incomers and distribution for all the Townhomes depends on the electrical and mechanical rooms attached to the north end of the CRU. Therefore, we decided to proceed with the CRU along with the North City Lane units. During construction, we will leave the parking curbs between the CRU and the North Lane units open, giving options on access to the drive aisle until the South Avenue units are nearing completion.

Cantiro have previous experience of building homes with phases separated by a drive aisle, but not yet in the City of Penticton. For example, we have 2 projects (See Appendix A) running concurrently and finishing this June, having over 90+ townhomes in each site, over 5 phases. During construction in our Keswick site, we have for instance had Phase 2 adjacent Phase 3, with phase 3 adjacent Phase 4 and more recently Phase 3 adjacent Phase 5 – all across a 7m drive aisle when both occupancy and ongoing building are concurrent. Our Superintendents have successfully managed the safe access for both residents and trades during these last 3 years (See Appendix B). Cantiro believe that we have the experience to safely manage these 2 phases as shown in the submittals and if market conditions improve, there may be opportunity to finish earlier than those documented dates. Please contact me for further detail as needed.

Yours sincerely

Stephen Coyne

Director, Integrated Projects
O.780-406-6195
M.587-984-2208
17511 108 Avenue NW Edmonton, AB T5S 1G2

CANTIRO

Amazing Lives Happen Here

HOMES|COMMUNITIES|COMMERCIAL|RESIDENTIAL RENTALS

Appendix A Plans of existing / ongoing developments

Keswick, Edmonton – 93 Townhomes

Emerald Hills, Sherwood Park – 96 Townhomes

Appendix B Photo of existing / ongoing drive aisle scenario

Keswick, Edmonton – 7m drive aisle between different building phases

This recent photo above shows completed townhomes on the left, with ongoing construction at cladding stage on the right. This shows similar construction, building height, separation and drive aisle to proposed Westmin Townhomes.

Some of these units on the left have been sold and occupied, while construction continues on the right. The drive aisle is maintained across the 7m full width, with traditional temporary safety fencing to define the limit of construction. Our Superintendents maintain excellent working relationships with their home purchasers; if any special issues arise with access, we expect our Superintendent to liaise with the homeowners directly and quickly to address their safety or access concerns. Cantiro are aware of the possibility of delivery and trades vehicles from restricting the width of the drive aisle and are on guard for such a situation. No Parking signs on the temporary fence are part of the access safety. Both the Keswick and Emerald Hills projects have been running for about 3 years, with both projects completing their phasing in June this year.

The background of the photo shows another Townhouse building underway at framing stage – this will have similar staging to the 2 buildings in the foreground.

SKETCH PLAN TO ACCOMPANY PROPOSED VARIANCE OF A PHASED STRATA DEVELOPMENT OF LOT 1 DISTRICT LOT 2 GROUP 7 SIMILKAMEEN DIVISION YALE (FORMERLY YALE LYTTON) DISTRICT PLAN EPP120592

SCALE 1 : 300

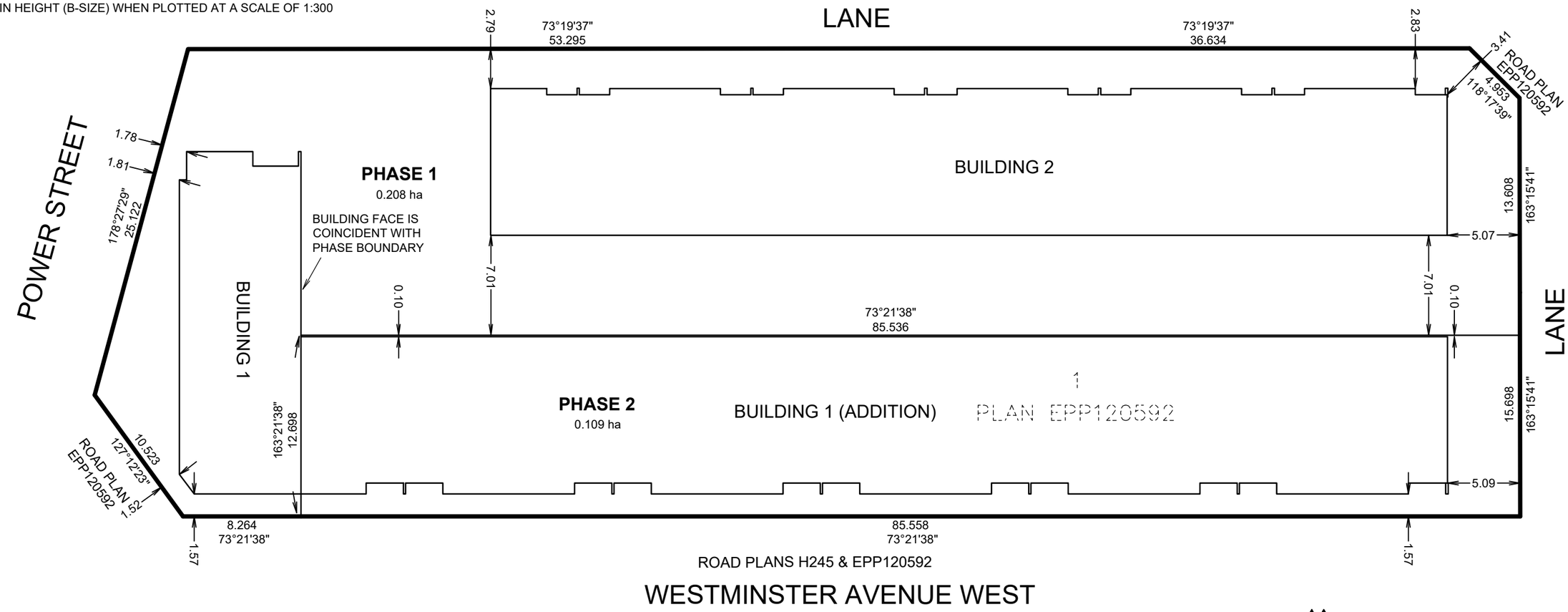
0 10 20 30 m

ALL DISTANCES ARE IN METRES AND DECIMALS THEREOF

THE INTENDED PLOT SIZE OF THIS PLAN IS 432 mm IN WIDTH BY 280 mm IN HEIGHT (B-SIZE) WHEN PLOTTED AT A SCALE OF 1:300

CIVIC ADDRESS:

713 WESTMINSTER AVENUE,
PENTICTON, BC.



LEGEND:

GRID BEARINGS ARE DERIVED FROM PLAN EPP120592

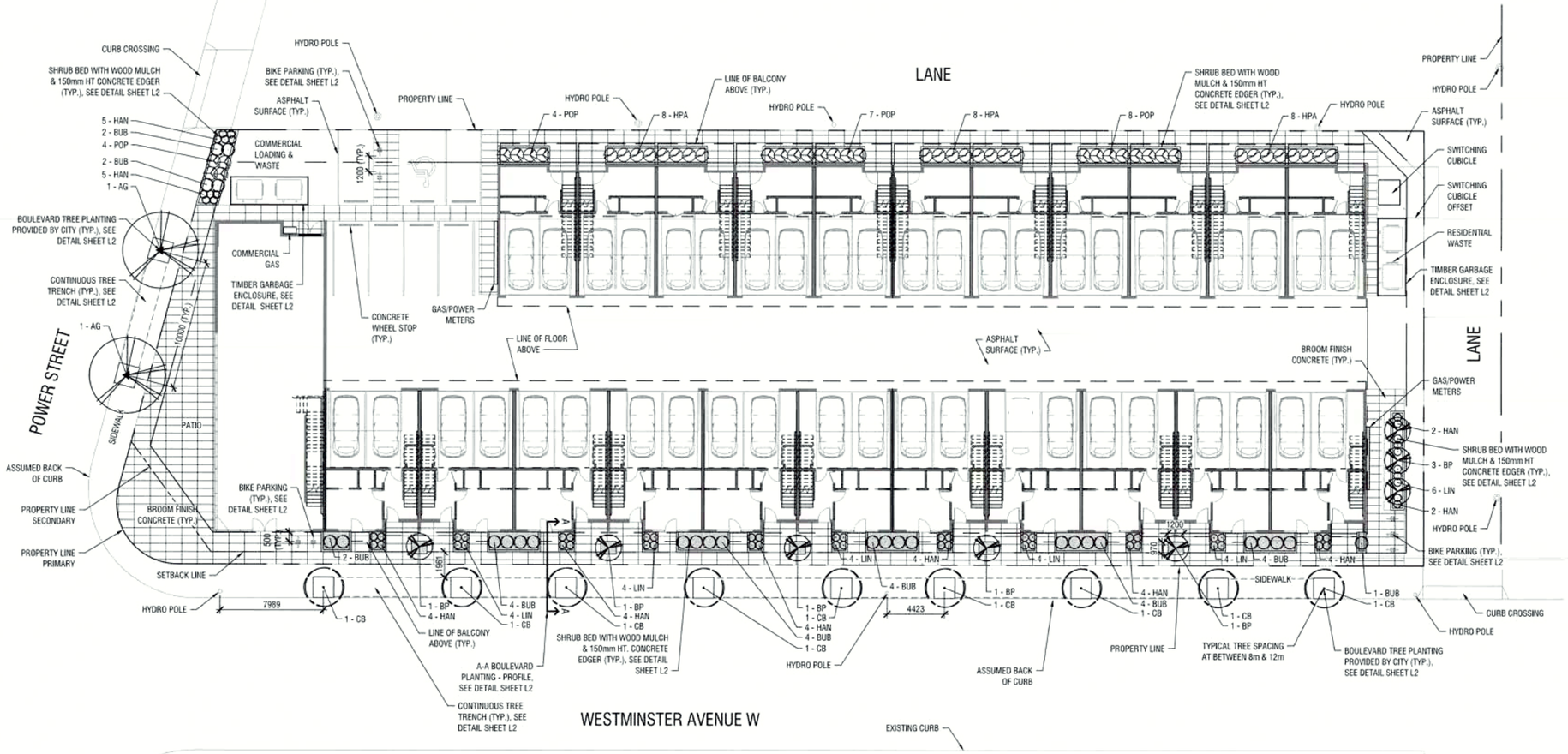
THIS PLAN LIES WITHIN THE CITY OF PENTICTON.

THIS PLAN LIES WITHIN THE REGIONAL DISTRICT OF OKANAGAN SIMILKAMEEN.

McElhanney

McELHANNEY ASSOCIATES
LAND SURVEYING LTD.
290 Nanaimo Ave. W
Penticton BC
Canada V2A 1N5
Tel 250 492 7399

FILE NO. 2422-03888-00
DRAWING NO. 3888-00-V-STRP_R4-VARIANCE.DWG



LANDSCAPE PLAN

SCALE 1:200

PLANT SCHEDULE

TREES	QTY	BOTANICAL NAME	COMMON NAME	SIZE	ROOT TREATMENT
AG	2	Acer glabrum	Rocky Mountain Maple	60mm Cal Min	Full and Uniform
BP	8	Betula platyphylla 'Jefpark' TM	Parkland Pillar Asian White Birch	60mm Cal Min	Full and Uniform
CB	9	Carpinus betulus 'Frans Fontaine'	Frans Fontaine Hornbeam	60mm Cal Min	Full and Uniform

SHRUBS	QTY	BOTANICAL NAME	COMMON NAME	SIZE	ROOT TREATMENT
BUB	27	Buddleja x 'Blue Chip' TM	Lo & Behold Blue Chip Butterfly Bush	400mm Ht Min	Full and Uniform
HPA	24	Hydrangea paniculata 'Bombshell'	Bombshell Panicle Hydrangea	400mm Ht Min	Full and Uniform
POP	24	Physocarpus opulifolius 'Donna May' TM	Little Devil Dwarf Ninebark	400mm Ht Min	Full and Uniform

PERENNIALS	QTY	BOTANICAL NAME	COMMON NAME	SIZE	ROOT TREATMENT
HAN	38	Hemerocallis x 'Anzac'	Anzac Red Daylily	400mm Ht Min	Full and Uniform
LIN	26	Lavandula x intermedia 'Grosso'	Grosso Lavender	400mm Ht Min	Full and Uniform

LEGEND

PROPERTY LINE

DECIDUOUS TREE

SHRUB PLANTING

GENERAL NOTES

1. IRRIGATION TO BE PROVIDED FOR ALL LANDSCAPED AREAS AND BOULEVARD PLANTING FROM PRIVATE PROPERTY.

NO.	DESCRIPTION	DATE
9	-	-
8	-	-
7	-	-
6	AS BUILT	-
5	APPROVED FOR CONSTRUCTION	-
4	TENDERED	-
3	FINAL REVIEW	2022-05-10
2	SECOND SUBMISSION	-
1	FIRST SUBMISSION	2022-02-25

ISSUE DATES (YYYY-MM-DD)

BRITISH COLUMBIA SOCIETY OF LANDSCAPE ARCHITECTS REGISTERED MEMBER MARK D. HOLLAN 678

NO.	DATE	DESCRIPTION	BY	APPROVED
9	-			
8	-			
7	-			
6	-			
5	-			
4	-			
3	-			
2	-			
1	YYYY MM DD	-	-	-

REVISIONS TO APPROVED DRAWINGS

IBI GROUP PROFESSIONAL SERVICES (CANADA) INC
300 – 10830 Jasper Avenue
Edmonton AB T5J 2B3 Canada
tel 780 428 4000 fax 780 426 3256
ibigroup.com

DATE FEBRUARY, 2022
DESIGNED BY LJD
DRAWN BY AAC
CHECKED BY MDN
SCALE AS SHOWN

PENTICTON

WESTMINSTER AVENUE
MULTI FAMILY

DEVELOPMENT PERMIT LANDSCAPE PLAN

APPROVED

FILE NO. EO-137097

DRAWING NO. 137097-L1

SHEET L1 OF L2

C:\Users\allen.carpenter\CneDrive - IBI Group\Desktop\137097-penticton files\137097_DP_Landscape Plan_2022-03-25 - Copy.dwg 2022-05-10 10:01:46 AM

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

Development Variance Permit

Permit Number: DVP PL2023-9585

Owner Name
Owner Address

Conditions of Permit

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

2. This permit applies to:

Legal:	Lot 1 District Lot 2 Group 7 Similkameen Division Yale (Formerly Yale Lytton) District Plan EPP120592
Civic:	795 Westminster Avenue West
PID:	031-721-605

3. This permit has been issued in accordance with Section 498 of the *Local Government Act*, to vary the following sections of Zoning Bylaw 2023-08 to allow for the phased construction of a mixed-use development, as shown in the plans attached in Schedule 'A':
   a. Section 14.8.3.2: to reduce the minimum lot area from 3,200m^2 to 1,090m^2 (for phasing only).
   b. Section 14.8.3.7: to reduce the minimum interior side yard from 3.0m to 0.0m (for phasing only).

General Conditions

4. In accordance with Section 501 of the *Local Government Act*, the lands subject to this permit shall be developed in general accordance with this permit and the plans attached as Schedule 'A'.

5. In accordance with Section 504 of the *Local Government Act*, if the holder of this permit does not commence the development authorized by this permit within 2 years of the date of this permit, this permit shall lapse.

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

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

8. This permit does not include off-site infrastructure costs that may be required at the building permit stage, such as Development Cost Charges (DCC's), road improvements and electrical servicing. There may be substantial infrastructure and servicing costs payable at a later date. For more information on servicing and infrastructure requirements please contact the Development

DRAFT

Engineering Department at (250) 490-2501. For more information on electrical servicing costs, please contact the Electric Utility at (250) 490-2535.

Authorized by City Council, the ____ day of _____, 2023.

Issued this ____ day of _____, 2023.

_____

Angela Collison
Corporate Officer

DRAFT

SKETCH PLAN TO ACCOMPANY PROPOSED VARIANCE OF A PHASED STRATA DEVELOPMENT OF LOT 1 DISTRICT LOT 2 GROUP 7 SIMILKAMEEN DIVISION YALE (FORMERLY YALE LYTTON) DISTRICT PLAN EPP120592

SCALE 1 : 300

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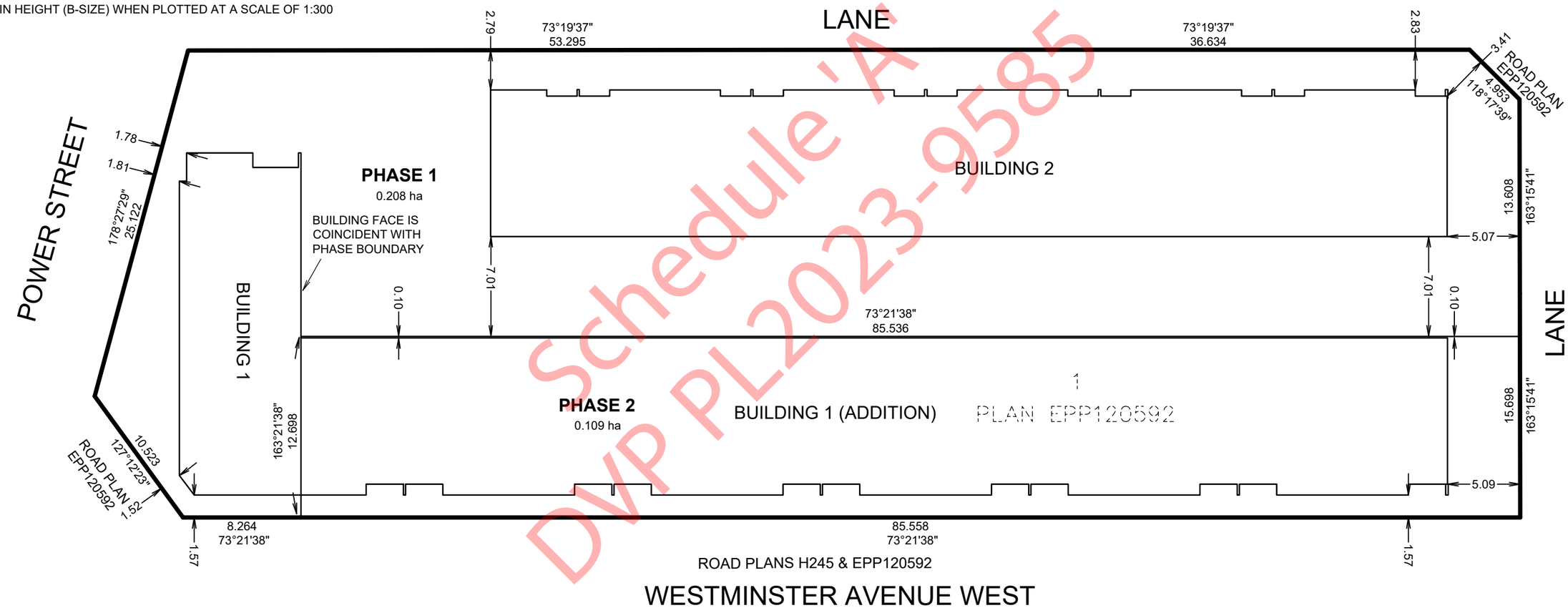


Schedule 'A'
DVP PL2023-9585

LEGEND:

GRID BEARINGS ARE DERIVED FROM PLAN EPP120592

THIS PLAN LIES WITHIN THE CITY OF PENTICTON.

THIS PLAN LIES WITHIN THE REGIONAL DISTRICT OF OKANAGAN SIMILKAMEEN.

McElhanney
McELHANNEY ASSOCIATES
LAND SURVEYING LTD.
290 Nanaimo Ave. W
Penticton BC
Canada V2A 1N5
Tel 250 492 7399

FILE NO. 2422-03888-00
DRAWING NO. 3888-00-V-STRP_R4-VARIANCE.DWG

Item 6.11 - Late Submission -
Development Variance Permit PL2023-9585
re 795 Westminster Avenue West

From: RJ HUNT
Sent: Friday, June 16, 2023 8:57 PM
To: corpadmin
Subject: public comments on proposed development variance permit at 795 Westminster Ave W

Follow Up Flag: Follow up
Flag Status: Flagged

Caution! This message was sent from outside your organization. Allow sender | Block sender

To Penticton City Council
My home is immediately across the laneway from the proposed development and I expect that there will be considerable disruption to quiet enjoyment during the construction phase. However, I do not object to the development in general and, in fact, I am very pleased that a phased development has been proposed.
As I understand it, phase one will be directly across from my home and that phase two will not be commenced before phase one is more or less completed. If that is the case, the disruption from phase one would balance or mitigate the continued disruption during the construction of phase two.
If that is the case, I am in support of the phased construction process that has been proposed.
Richard Hunt
166 Power St
Penticton

Council Report

penticton.ca

Date: June 20, 2023 File No: RMS/285 Dawson Ave
To: Donny van Dyk, Chief Administrative Officer
From: Jordan Hallam, Planner I
Address: 285 Dawson Avenue

Subject: **Development Variance Permit PL2023-9599**

Staff Recommendation

THAT Council approve "Development Variance Permit PL2023-9599" for Lot 8 District Lot 251 Similkameen Division Yale District Plan 11264 Except Plan KAP69961, located at 285 Dawson Ave, a permit to vary Section 12.1.2.6 of Zoning Bylaw 2023-08, to reduce the minimum exterior yard from 4.5 m to 0.0 m, in order to facilitate the construction of an accessory building, intended to hold equipment for the Penticton Fire Department;

AND THAT Council direct staff to issue the "Development Variance Permit PL2023-9599".

Strategic Priority Objective

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

Proposal

The applicant is proposing to construct an accessory building that is approximately 418 m^2 (4500 ft^2) in size to use for vehicle storage space for the Penticton Fire Department. Due to the turning radius of fire department vehicles, the accessory building needs to be located at 0.0 m setback on the exterior (east) property line to allow entry and exit into the building. As such, the applicant has requested a variance to reduce the minimum exterior setback from 4.5 m to 0.0 m to allow for the construction of an accessory building.

Figure 1 – Property Location Map

Background

The subject property is located on the north side of Dawson Ave, in a primarily industrial and commercial area (Figure 1). The property is zoned 'M1 – General Industrial' by Zoning Bylaw 2023-

08. The Official Community Plan (OCP) designation is 'Institutional and Civic'. The subject property is the location of City of Penticton Fire Hall #202, and where the Fire Department conducts training.

Development Statistics

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

	M1 Zone Requirement	Provided on Plans
Minimum Lot Width*:	20.0 m	82.4 m
Minimum Lot Area*:	1000 m^2	14,006.2 m^2
Required Setbacks Front Yard (Dawson Ave): Exterior Side Yard (east): Interior Side Yard (west): Rear Yard (north):	 6.0 m 4.5 m 6.0 m 0.0 m	 > 10.0 m 0.0 m – variance requested >10.0 m > 3.0 m
Maximum Building Height	15 m	8.2 m – height of accessory building
Other Information:	*Lot width and lot area are only applicable at the time of subdivision.	

Analysis

Development Variance Permit

When considering a variance to a City bylaw, staff encourage Council to consider whether approval of the variance would cause a negative impact on neighbouring properties; and, if the variance request is reasonable. Staff have reviewed the requested variance to reduce the exterior (east) yard setback from 4.5 m to 0.0 m and are recommending support for the following reasons:

1. *Location of subject property*

   The subject property is within the industrial area of the City of Penticton, and most properties in this area are zoned 'M1 – General Industrial' (Attachment A). The two properties most affected across Camrose St (300 Warren Ave and 2250 Camrose St) both operate as industrial businesses and they are large sites. As Camrose Street bisects those properties, staff consider that the requested variance to reduce the exterior side yard from 4.5 m to 0.0 m will not have a negative impact on neighbouring properties.

2. *Exterior Setback*

   The proposed setback reduction is for an exterior setback, where a property line is immediately adjoining a street. If the proposed accessory building was on the other side of the property, and if the subject property was adjoining another industrial zoned property, the interior setback requirements would be 0.0 m as per the Zoning Bylaw. Additionally, the proposed accessory building will not be impeding the sightlines of traffic turning onto Camrose St from Warren Ave E, or

Dawson Ave. There will be no direct access from the street to the building. All access to the new building will come from on site, utilizing existing driveways.

Given the reasons above, staff consider the variance request is reasonable in this instance. As such, staff are recommending that Council approve the variance and direct staff to issue the permit.

Should Council approve the variance, staff would proceed with proceeding with the Building Permit.

Alternate Recommendations

Council may consider the requested variance is undesirable and that the applicants should build within the Zoning Bylaw regulations. If this is the case, Council should deny "Development Variance Permit PL2023-9599". If this decision is made, the applicant would need to update their plans and redesign to meet the Zoning Bylaw regulations. Staff are recommending against this option, as the requested variance is considered reasonable in this instance and the letter of intent indicates that there will be minimal impacts on surrounding properties.

1. THAT Council deny "Development Variance Permit PL2023-9599".

Attachments

Attachment A – Zoning Map
Attachment B – Official Community Plan Map
Attachment C – Photos of Property
Attachment D – Draft Development Variance Permit PL2023-9599

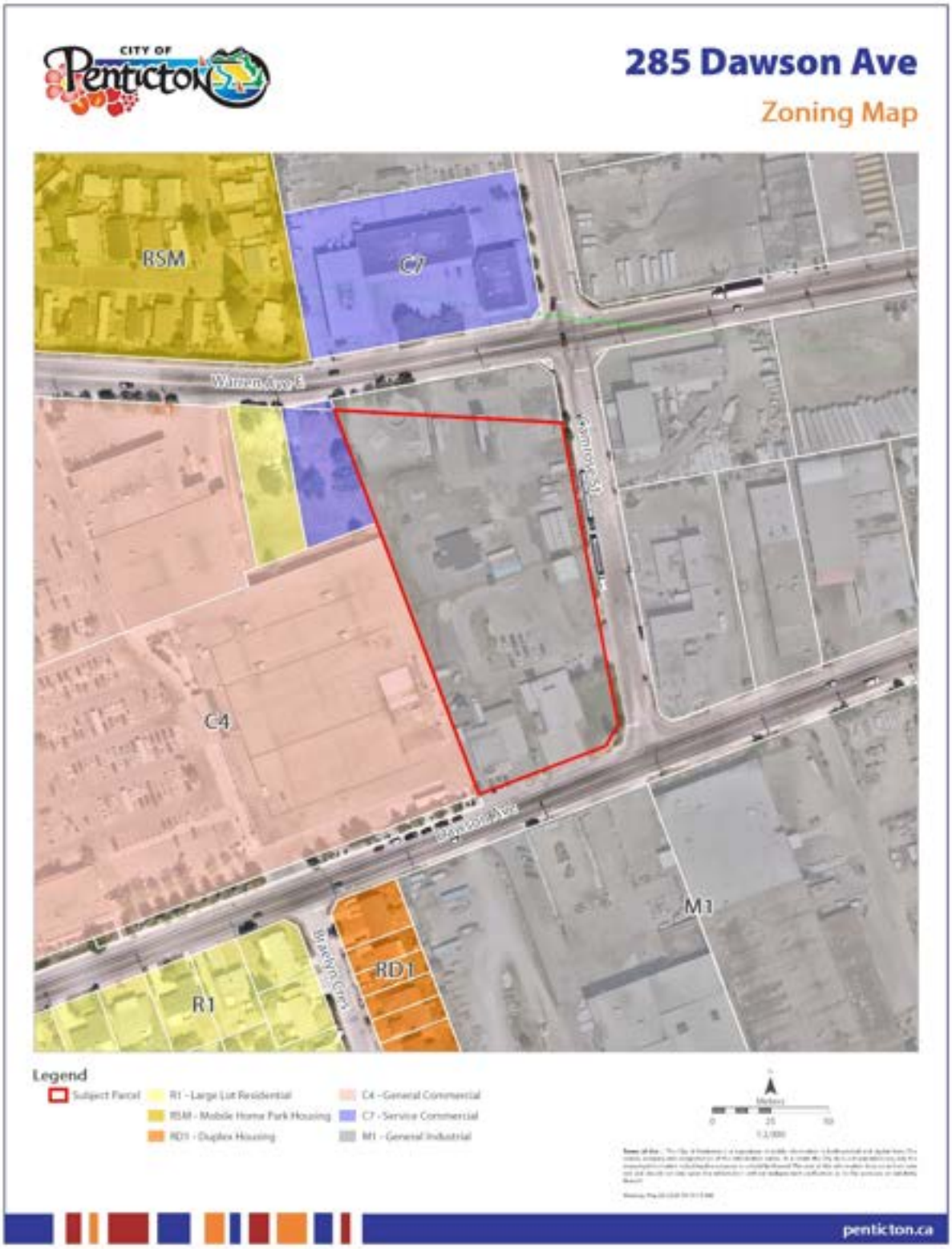
Respectfully submitted,

Jordan Hallam
Planner I

Concurrence

Director of Development Services	General Manager of Community Services	Chief Administrative Officer
BL	SH	DvD

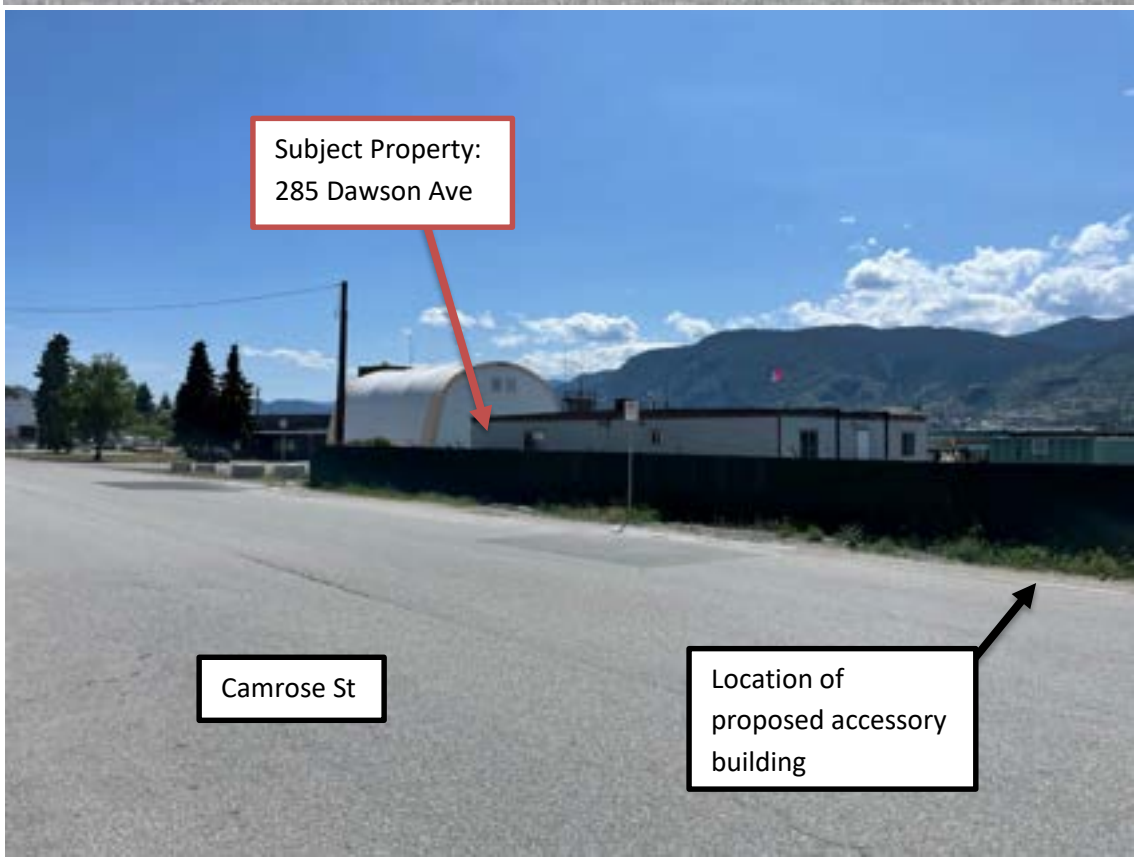
Attachment A – Zoning Map

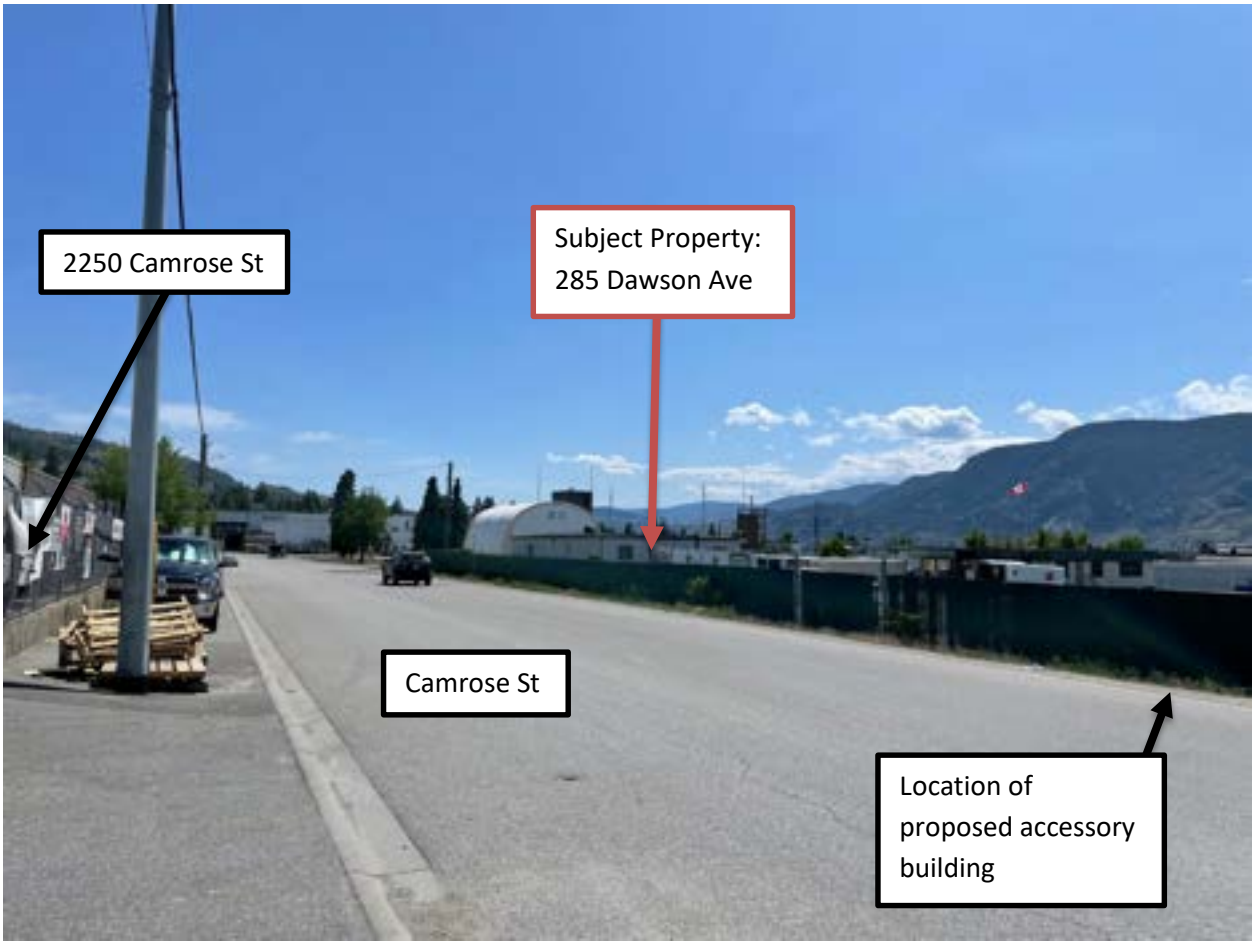


Attachment B – Official Community Plan Map

Attachment C – Photos of Property

Subject Property:
285 Dawson Ave
Location of
proposed accessory
building
Camrose St


Subject Property:
285 Dawson Ave
Camrose St
Location of
proposed accessory
building


2250 Camrose St
Subject Property:
285 Dawson Ave
Camrose St
Location of
proposed accessory
building

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

Development Variance Permit

Permit Number: DVP PL2023-9599

Owner Name
Owner Address

Conditions of Permit

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

2. This permit applies to:

Legal:	Lot 8 District Lot 251 Similkameen Division Yale District Plan 11264 Except Plan KAP69961
Civic:	285 Dawson Avenue
PID:	009-493-557

3. This permit has been issued in accordance with Section 498 of the *Local Government Act*, to vary the following sections of Zoning Bylaw 2023-08 to allow for the construction of an accessory building, as shown in the plans attached in Schedule 'A':
    a. Section 12.1.2.6: to reduce exterior side yard from 4.5 m to 0.0 m.

General Conditions

4. In accordance with Section 501 of the *Local Government Act*, the lands subject to this permit shall be developed in general accordance with this permit and the plans attached as Schedule 'A'.

5. In accordance with Section 504 of the *Local Government Act,* if the holder of this permit does not commence the development authorized by this permit within 2 years of the date of this permit, this permit shall lapse.

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

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

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

DRAFT

Authorized by City Council, the 20th day of June, 2023.

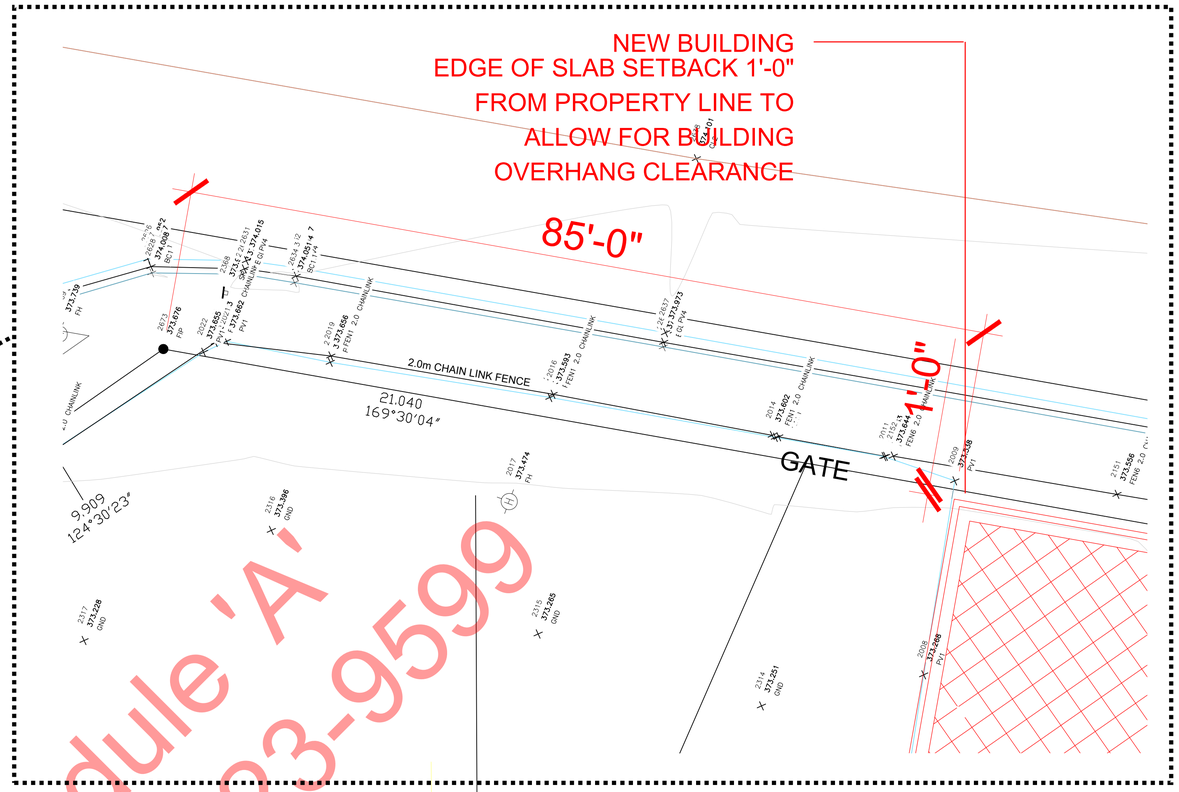
Issued this _____ day of June, 2023.

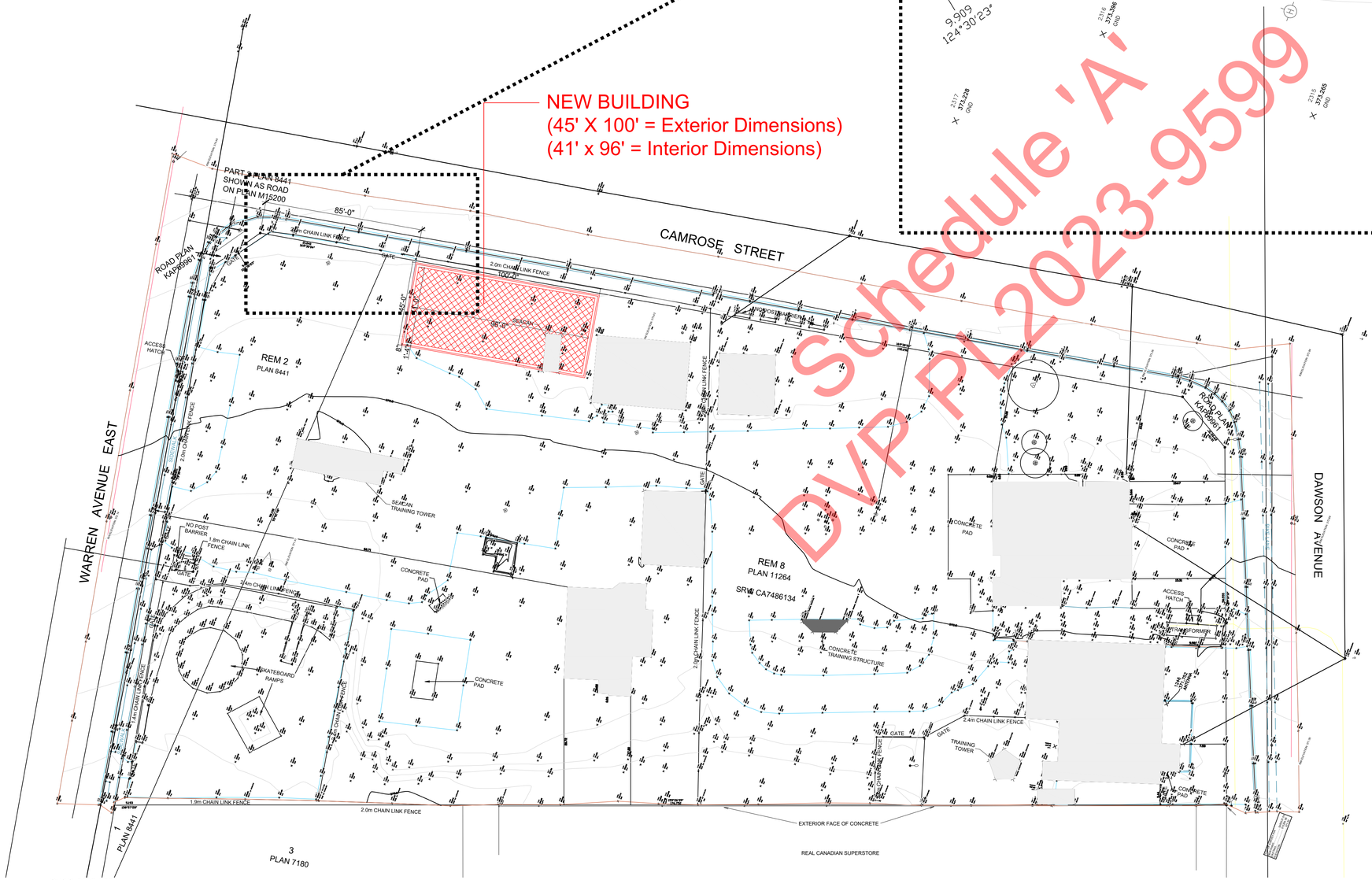
_____

Angela Collison
Corporate Officer

DRAFT

MAD
MEIKLEJOHN ARCHITECTURAL DESIGN STUDIO INC
104 - 259 BACKSTREET BLVD, PENTICTON, BC, V2A 0G4
TEL: 250.492.3143 EMAIL: OFFICE@MADSTUDIO.CA
C O P Y R I G H T R E S E R V E D





Schedule 'A'
DVP PL2023-9599

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No.	DATE	REVISION
01	2023.06.06	PROPOSED BUILDING LOCATION

PROJECT TITLE

602 LAKESHORE DRIVE
PENTICTON, BC

DRAWING NUMBER

A201

DRAWINGS ARE NOT TO BE SCALED.
ALL DIMENSIONS SHALL BE VERIFIED ON SITE

DRAWING TITLE

PROPOSED
BUILDING SITE
LOCATION

DATE	2023.06.06
JOB NO.	23.220
SCALE	AS NOTED
DRAWN	RJA
CHECKED	CM

Council Report

penticton.ca

Date: June 20, 2023 File No: RMS/206 Marina Way
To: Donny van Dyk, Chief Administrative Officer
From: Nicole Capewell, Planner II
Address: 206 Marina Way, 201, 203, 225 and 247 Vancouver Avenue

Subject: **Development Variance Permit PL2023-9557**
Development Permit PL2023-9553

Staff Recommendation

THAT Council approve "Development Variance Permit PL2023-9557" for:

1. Lot A District Lot 202 Similkameen Division Yale District Plan KAP82861, located at 206 Marina Way,
2. That Part of Lot 1 Shown on Plan B5470 District Lot 202 Similkameen Division Yale District Plan 3218, located at 201 Vancouver Ave,
3. Lot 3 District Lot 202 Similkameen Division Yale District Plan 3219, located at 203 Vancouver Ave,
4. Lot 3 District Lot 202 Similkameen Division Yale District Plan KAP79185, located at 225 Vancouver Ave, and
5. Lot A District Lot 202 Similkameen Division Yale District Plan KAP85185, located at 247 Vancouver Ave (236 Marina Way),

a permit to vary Zoning Bylaw No. 2023-08, Section 5.4.2.1, to increase the height of a retaining wall within a required yard (east) from 1.2m to 2.48m, above approved grade;

AND THAT Council direct staff to issue "Development Variance Permit PL2023-9557", subject to the consolidation of the 5 properties into one lot;

AND THAT Council, subject to approval of "Development Variance Permit PL2023-9557", approve "Development Permit PL2023-9553", for 206 and 236 Marina Way and 201, 203, 225 and 247 Vancouver Avenue, a permit to allow for the construction of a multi-residential development containing 29 residential units in the form of townhouse units.

Strategic Priority Objective

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

Proposal

The applicant is proposing to construct a multi-family residential development, which will include 29 townhouse units on an area including the following properties, which will ultimately be consolidated into one development site: 206 Marina Way, 201, 203, 225 and 247 Vancouver Avenue (236 Marina Way) (Figure 1). The proposed development has been designed to front onto both Marina Way and Vancouver Avenue while fitting within the challenging topography of the site.

Figure 1 - Rendering of Proposed Development

To facilitate the development, the applicant has requested a variance to Zoning Bylaw No. 2023-08, Section 5.4.2.1, to increase the height of a retaining wall within a required yard from 1.2m to 2.48m above approved grade.

The proposed development is within the Multifamily Residential and Downtown Development Permit Areas and development permit approval is required from Council prior to construction.

Background

There are five legal properties that make up the 'subject site', including 206 Marina Way, 201, 203, 225 and 247 Vancouver Avenue (236 Marina Way), which will be consolidated prior to construction. The subject site is located at the north end of Penticton (Figure 2), adjacent to the downtown and in close proximity to the Penticton Art Gallery, Marina Way Beach, Penticton Yacht Club, and the Esplanade linear park. The subject site is over 53,000 sq. ft. (4,951 m^2) in area, with frontage onto both Vancouver Ave and Marina Way. The site is also unique in that the topography significantly slopes down from the south to the north, as well down the Vancouver Ave frontage from east to west.

Figure 2 - Property Location Map

The properties are currently zoned C9 (Marina Way Commercial), however the properties at 201, 203, 225 and 247 Vancouver Avenue (236 Marina Way) also contain a site-specific zoning, which allows single detached housing as a permitted use, which was put in place to recognize the single detached homes which existed on these lots prior to recently being demolished. The Official Community Plan (OCP) future land use designations on the subject site include a large area of Downtown Mixed Use, as well as Ground Oriented Residential along Vancouver Ave (see Attachment 'B').

Previous Applications

In 2006, 206 Marina Way received permits to construct a 4-storey mixed-use development fronting onto Marina Way. Work began on the development, including site preparation and beginning foundation works, however works stopped in 2008, leaving the lands undeveloped.

In 2017, a proposal was brought forward for the properties at 201, 203, 225 and 247 Vancouver Avenue (236 Marina Way). The application at the time proposed a 7 storey, 13-unit apartment building. The proposal required review and redesign to ensure the concerns from the neighbouring development (Lakeview Terraces) were alleviated. Although the application received approval from Council in 2018, that 7-storey development was never built out. As such, the lands have remained undeveloped since.

In 2022, a new developer made a proposal for a 10-storey 99-unit development (Figure 3) that featured both townhouse and apartment style units for the properties at 206 Marina Way, 201, 203, 225 and 247 Vancouver Avenue (236 Marina Way). The proposal required a variance because the tower portion of the development exceeded the allowable height within the C9 zone (35m proposed, 24m permitted). While the development was supported by staff, there were concerns from the neighbouring Lakeview Terraces apartments (250 Marina Way) regarding the parkade wall that would face directly east and partially block views from the west facing units. Those concerns were shared by Council and the application was not supported by Council. Ultimately, Council directed the applicants to redesign the development to mitigate the concerns from the neighbouring building.

Figure 3 - Rendering of 2022 Development

Current Application

In the spring of 2023, the applicant resubmitted a new development package. The current development has been significantly scaled back in density from the previous 99-unit proposal with apartment and townhouse units, to a 29-unit townhouse only development.

In addition to approval for the form and character of this revised plan, the applicant also requires a variance permit for a retaining wall along the east property line. The wall, due to the significant slope changes on the lot, exceeds the maximum allowable height under the zoning bylaw, requiring consideration from Council for the variance.

Climate Impact

The City of Penticton Community Climate Action Plan (CCAP) outlines a path towards a low carbon future: A future where City residents experience the benefits of a connected, healthy and economically prosperous community while taking action on climate change and adapting to climate impacts. The proposed development is helping to achieve this Plan by completing the following:

The proposed development proposes to offer EV ready spaces for all 29 proposed units. This represents 29 new EV-ready stations, allowing prospective residents to consider purchasing EV.

The development is representative of smart growth, adding housing in an area of the community without the need for infrastructure extensions and that is well serviced by amenities, sidewalks, and transit and bicycle routes. This aligns with Shift 1.1 of the CCAP to optimize policies and bylaws for compact growth. The proposal encourages active transportation by providing 34 Class 1 bicycle parking and 4 Class 2 bicycle parking spaces.

Technical Review

This application was reviewed by the City's Technical Planning Committee. Servicing and building code requirements have been identified to the applicant and will be addressed as part of the building permit process. It is the responsibility of the property owner(s) to provide service and/or upgrade existing services as required. The applicants have worked diligently with the various City departments to ensure all items were resolved in order to proceed. This includes protection of boulevard trees along Marina Way, location of electrical pad mount transformer, garbage and recycling collection, servicing requirements, and zoning requirements.

Development Statistics

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

	Zone Requirement	Provided on Plans
Minimum Lot Width*:	30 m	88.6 m
Minimum Lot Area*:	550 m^2	4,950 m^2
Maximum Lot Coverage:	60%	32%
Maximum Density:	1.75 Floor Area Ratio (FAR)	1.08
Vehicle Parking:	1 per unit 0.25 per unit for visitor Total required = 36 (1.25 per unit)	Total provided = 47 (1.6 per unit) *Includes 8 visitor spaces, 2 accessible spaces and 10 small car spaces (21%)*
Bicycle Parking	Class 1 = 0.5 per unit Total Class 1 Required = 15 spaces Class 2 = 0.1 per unit Total Class 2 Required = 3 spaces	Total Class 1 provided = 29 spaces, *provided in garages* Total Class 2 provided = 4 spaces
Required Setbacks Marina Way Front Yard (north): Side Yard (east): Side Yard (west): Vancouver Ave Front Yard (north): Side Yard (east): Side Yard (west):	 Marina Way 1.0 m 0 m 0 m Vancouver Ave 4.0 m 2.0 m 2.0 m	 Marina Way 1.45 m 7.36 m 1.38 m Vancouver Ave 4.0 m 2.0 m 4.86 m

	Zone Requirement	Provided on Plans
Maximum Building Height	24 m	16.8 m
Amenity Space	$5m^2$ per unit = $495m^2$ Maximum 20% may be indoor	Total provided = $1505m^2$ Each unit has a private rooftop patio
Other Information:	*Lot width and lot area are only applicable at the time of subdivision.	

Analysis

Development Variance Permit

When considering a variance to a City bylaw, staff encourage Council to consider whether approval of the variance would cause a negative impact on neighbouring properties and if the variance request is reasonable. The following variance is being requested.

Section 5.4.2.1, to increase the height of a retaining wall within a required yard from 1.2m to 2.48m above approved grade.

Staff have reviewed the requested variance and are recommending support for the following reasons:

1. The retaining wall is required to provide adequate landscape buffering between the subject site and the property to the east.
    a. The applicant has prepared their application with a retaining wall along the east property line. The purpose of this retaining wall is to handle the significant grade change. The applicants are proposing a tiered retaining wall at this location, which allows more landscaping to be provided in each tier, and also allows larger trees to be installed at the upper section (Figure 4).
    b. Without the retaining wall, this property line would have a portion of the foundation wall associated with the middle block of townhouse units exposed and landscaping along the side would be limited to natural grasses. The applicant has included an option showing what this would look like, as this would be the result if the variance is not approved (Figure 5).

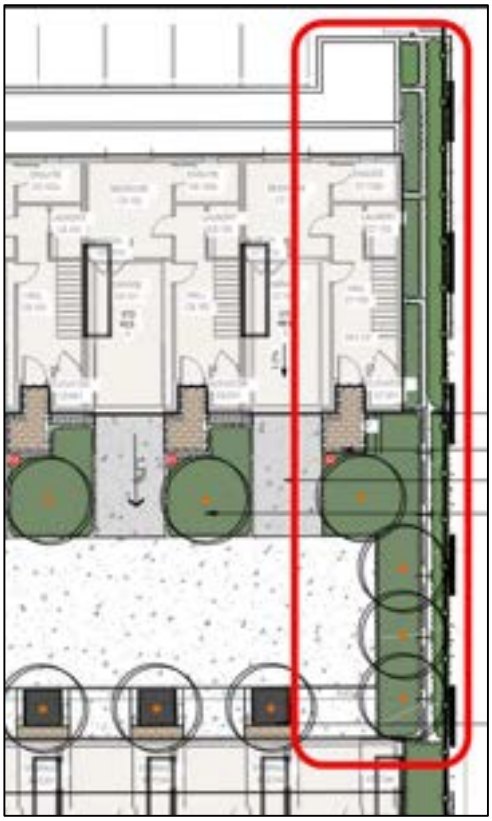

Figure 4 - Tiered Walls Allow More Landscaping, including Larger Trees at Southern End

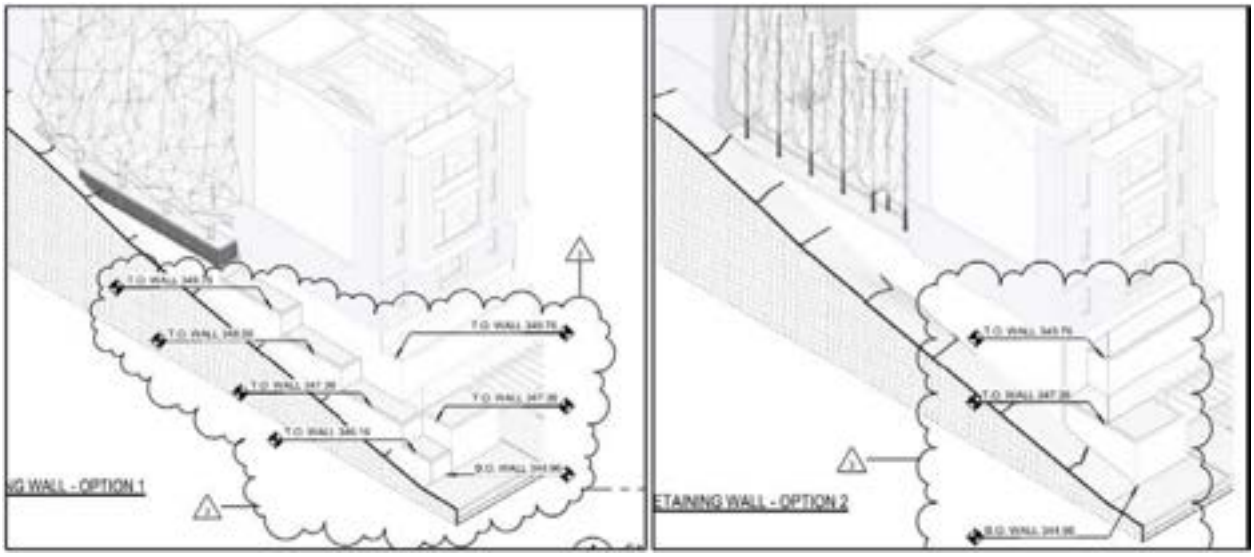

Figure 5 - Option 1 with variance in Left Image; Option 2 in Right Image

c. Staff consider that the variance provides a benefit, by allowing more landscaping to be provided along this side yard, creating a natural buffer between the properties with appropriate landscaping and plantings.

2. Consideration was given to the location and height of the retaining wall.
   a. The location and height of the retaining wall is proposed to line up with the parkade of the neighbouring property. The applicants were cautious in the design of the retaining wall to limit the impact on the neighbouring property. When the wall was being designed, the applicant tried to ensure this wall faced primarily towards the parkade of the neighbouring property to avoid any residential units looking directly at the proposed wall (Figure 6).
   b. This reduces the impact of the wall on residents of the neighbouring property.

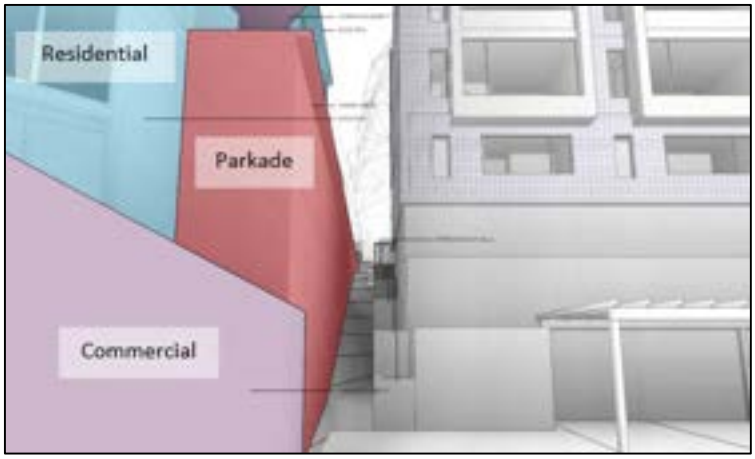

Figure 6 - View of wall in relation to neighbouring property

4. The property has significant slope challenges.
    a. As mentioned, the property has significant grade changes from south to north (~11m or 36 ft. grade change) and from east to west (~3.5m or 11.5 ft. grade change along Vancouver Ave) (Figure 7). The need for retaining walls on this site is inevitable. The current proposal has many retaining walls, which have been designed and adjusted through staff's review to be within the Zoning Bylaw height regulations, except for this one eastern section of walls. All retaining walls on site have attractive landscaping and/or materials or colours to reduce their impact.
    b. The applicant has been able to use the buildings and their foundations to retain a lot of the grading over the site, but retaining walls are still required.

Figure 7 - 1m Contours over Subject Site

Staff consider that the applicant has worked to reduce the impact of the variance to the neighbouring property, with the location and height of the retaining wall and by using tiers and landscaping to reduce the impact. The entire development includes retaining walls, however the applicant has been able to utilize tiers throughout the development to avoid larger retaining walls and have incorporated landscaping throughout the site (Figure 8). Further, the primary reason for the variance is to allow a retaining wall that serves to provide an area of landscaping between the two properties. Given this information, staff consider that the applicant's request to increase the height of a retaining wall is warranted in this instance and staff recommend that Council consider approval of the Development Variance Permit.

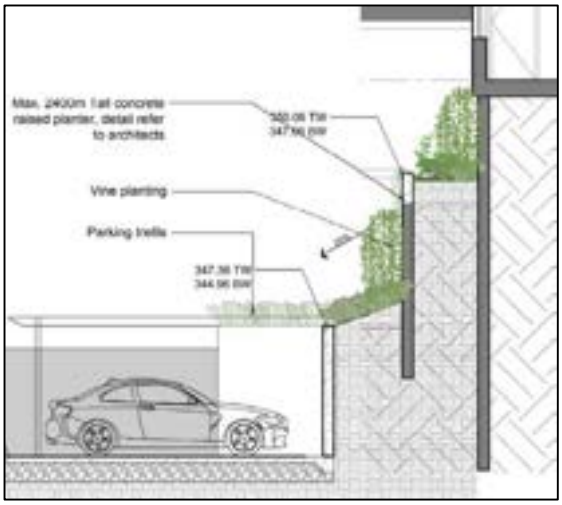

Figure 8 - Example of Tiered Retaining Wall on the Site (outside of setbacks) with Landscaping

Development Permit

The subject property is considered within the Multifamily Residential and Downtown Development Permit Areas. Staff have analyzed the guidelines from these development permit areas. An in-depth analysis of how the proposed development conforms to the guidelines has been attached as Attachment 'D'. The applicants have also provided an analysis of how they meet the guidelines, which is attached as Attachment 'G'.

In addition, staff consider that the proposed development is supported through the following OCP Policies:

Goal 4.1.1	Managing Residential Growth Ensure that Penticton retains its compact 'footprint' to help protect natural areas and environmental values and agricultural lands, avoid excessive infrastructure costs and hazard lands, and help create conditions that support transit and active modes of transportation. • The proposed development is located within an established area of the City. This utilizes existing services, rather than extending services to new areas. • The location of the subject site supports transit and active modes of transportation, as it is near transit routes and within appropriate distances of desired amenities and services for walking or cycling options.
OCP Policy 4.1.1.1	Focus new residential development in or adjacent to existing developed areas. • The proposed development is within an existing developed area. • The subject property is a 'brownfield' development, utilizing an existing area, rather than disturbing new lands to accommodate development. • The applicants have also completed a considerable amount of work to ensure the proposed development is considerate of the neighbouring properties and users.
OCP Policy 4.1.1.2	Avoid development in environmentally-sensitive areas, geological hazard and flood hazard areas, on steep slopes, in agricultural areas and in areas not readily served by transit. • The proposed development is within an existing developed area and does not place pressure on hazard lands.
OCP Policy 4.1.3.5	Ensure through the use of zoning that more-intensive forms of residential development are located close to transit and amenities, such as parks, schools and shopping. • The subject property is within a high amenity area, within walking distance of the downtown, located along a transit route, and easy park access and lake views.
OCP Goal 4.1.6	Provide opportunities to live, work and play in all of Penticton's neighbourhoods. • The subject site is located in such a location that allows for users to live, work and play in this area of the City. • Home occupations are permitted (subject to Zoning Bylaw regulations) to allow residents the ability to work from home. • Okanagan Lake is located directly across Marina Way to allow residents the ability to easily enjoy the nearby beach and parks.
OCP Policy 4.2.3.8	Require adequate levels of secure bike parking in new multi-family, mixed-use and commercial development. • The plans provide adequate amounts of secure biking throughout the development within the garages for each unit. • Bicycle parking is also provided for visitors of the development at both entrances (Marina Way and Vancouver Ave).
OCP Policy 4.2.5.2	Encourage land use planning that results in neighbourhoods that can be easily serviced by transit. • The subject site is located along transit routes that run along Vancouver Ave, providing connections to other areas of the City, as well as other transit routes at larger exchanges.

OCP Policy 4.2.7.8	Ensure new residential developments provide an appropriate amount of parking for residents and their guests. • The applicant has proposed more parking than required by the Zoning Bylaw. While the Zoning Bylaw requires 1.25 parking spaces per unit (total 36 spaces), the applicant has exceeded this and provided 47 spaces (1.62 per unit)

The proposed development has been designed with the OCP policies and development permit area guidelines in mind. As such, staff recommend that Council approve the Development Permit, subject to approval of the Development Variance Permit.

Alternate Recommendations

Council may consider that the variance request is unreasonable and is not warranted in this instance. If this is the case, Council should deny the development variance permit. Staff are not recommending this option, as the proposed development and variance is supported through various OCP Policy. Further, the subject property has significant grade changes, posing a challenge for any building on the site without the use of retaining walls.

Should Council not support the variances, staff have included an alternative that allows a Development Permit to still be issued. The applicant has prepared a plan that demonstrates an alternative (Option 2), which shows a portion of the foundation wall from the middle building, and a large retaining wall with some tiers to stay within the allowable retaining wall heights. However, with this option, there is less landscaping provided along the property line, which is only natural grasses as the slope drops down. There are also smaller trees proposed at the upper end of the middle building, as the trees must fit between the buildings (Figure 9).

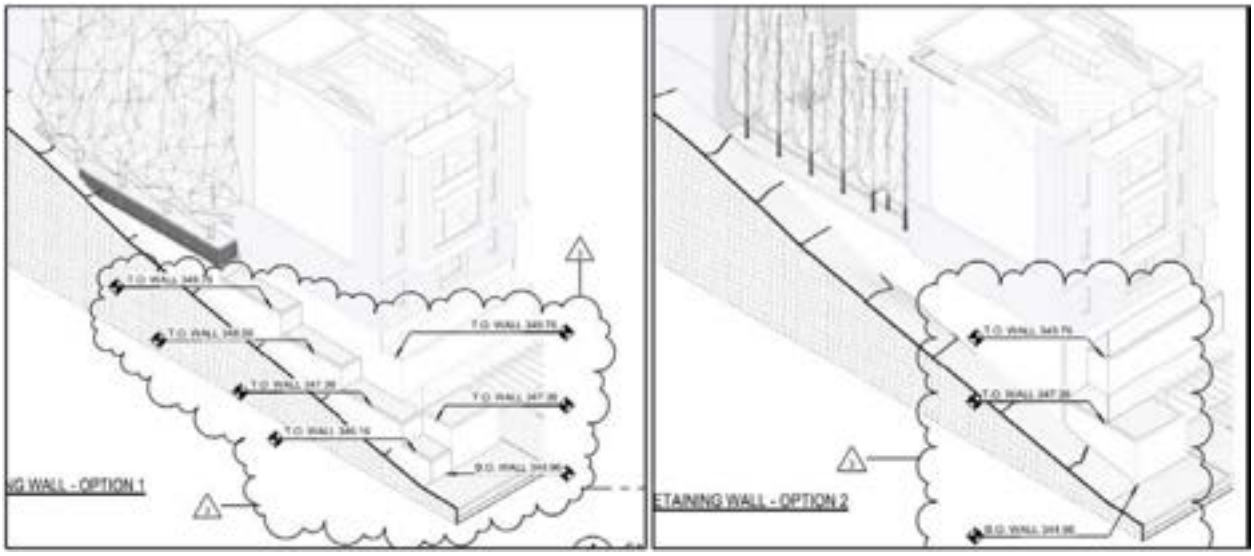

Figure 9 - Option 1 with variance in Left Image; Option 2 in Right Image

If Council does not feel the variance is warranted, they may consider alternative recommendation No. 1, which allows a development permit to be issued with the alternate grading solution on the eastern side, and allows construction to begin on the property. Staff are not recommending this option, as staff consider the variance is a benefit to the site by providing more adequate landscaping.

1. THAT Council deny "Development Variance Permit PL2023-9557" and approve "Development Permit PL2023-9553" as amended, to not allow a retaining wall over 1.2m height within the east interior side yard.

Attachments

Attachment A – Zoning Map
Attachment B – Official Community Plan Map
Attachment C – Photos of Subject Property
Attachment D – Development Permit Analysis (staff)
Attachment E – Letter of Intent (applicant)
Attachment F – Variance Justification (applicant)
Attachment G – Development Permit Analysis (applicant)
Attachment H – Draft Development Variance Permit PL2023-9557
Attachment I – Draft Development Permit PL2023-9553

Respectfully submitted,

Nicole Capewell, RPP, MCIP
Planner II

Concurrence

Director of Development Services	General Manager of Infrastructure	Chief Administrative Officer
BL	*KD*	DvD

Attachment A – Zoning Map

Attachment B – Official Community Plan Map

Attachment C – Photos of Subject Property

Looking south at subject sites from Marina Way

Looking towards subject properties from Marina Way

Looking towards subject properties from Marina Way

Looking towards subject properties from Vancouver Ave

Looking towards subject properties from Vancouver Ave

Looking towards subject properties from Vancouver Ave

Attachment D – Development Permit Analysis (staff)

Development Permit Analysis

The proposed development is located within the Multifamily Residential and Downtown Development Permit Areas. The following analysis demonstrates how the proposal is aligned with this development permit area.

Guideline G1 *Prior to site design, analysis shall be undertaken to identify significant on-site and off-site opportunities and constraints, including built and natural elements (e.g., structures, slopes and drainage, significant landscape features, etc.).*

- The site has significantly sloping from the south to north, as well from the east to the west along Vancouver Ave. The proposed development has been designed to fit within the contours and utilize the foundations of the buildings and retaining walls to retain the grade.
- The applicants also considered built elements, such as the electrical infrastructure and existing right of way infrastructure in their design (i.e. sidewalk locations, boulevard plantings on Marina Way).
- There are exterior features on an existing development directly adjacent (250 Marina Way) to the subject properties that intruded onto the subject property. As such, the design team increased the buffer along this property line (east) to allow adequate room for buffering and not requiring removal or consideration of placement of those features.

Guideline G2 *Applications shall include a comprehensive site plan – considering adjacent context for building and landscape architectural design and neighbourhood character analysis – to demonstrate that the development is sensitive to and integrated within its context and surrounding uses and neighbours.*

- The proposal has been considerate of the surrounding areas considering scale of existing buildings.

Guideline G3 *Private and semi-private open spaces should be designed to optimize solar access.*

- Each unit includes a private rooftop patio, which provides adequate solar access. The development steps down with the natural grading of the property, which will assist with maintaining sunlight exposure to all areas of the site.

Guideline G4 *Views through to the mountains and the lakes should be carefully considered and incorporated into the design of new development*

- The proposed buildings step with the natural grading of the property, which help to ensure a view is maintained for all proposed units.
- The applicants have also considered the views of the neighbouring property in their design, by staying well within the 24m height regulation that is permitted. The plans proposed a maximum height of 16.8m.

Guideline G5 *Siting of buildings should support strong street definition by minimizing front yard setbacks while sensitively transitioning to neighbouring building setbacks.*

- Both the Vancouver Ave building and Marina Way buildings are located very close to the front yard setbacks. The setbacks on each side also include considerable landscaping through surfacing, shrubs and trees.

Guideline G6 *Building placement and orientation should respect significant public water, mountain and ridgeline views.*

- The proposed buildings were placed and oriented on the property to be able to retain and respect views of the development itself and neighbouring properties.

Guideline G11 *Barrier-free pedestrian walkways to primary building entrances must be provided from*
Guideline G13 *municipal sidewalks, parking areas, storage, garbage and amenity areas*

- There are walkways provided connecting unit front doors that face either towards Vancouver Ave or Marina Way to their fronting street.
- Connections have also been provided through the site from north to south, with pedestrian walkways.

Guideline G16 *Site and building access must prioritize pedestrian movement, minimize conflict between various modes of transportation and optimize use of space…*

- Pedestrian access has been prioritized in this development, by providing (private) walkways from the north to south end of the site.

Guideline G18 *Attached parking structures, their access and associated components (doorways, ramps, etc.) should be architecturally integrated into the building so as to minimize visual impact to the public realm.*

- The majority of the required parking has been provided within attached garages to each unit. There is some visitor parking provided at surface, however it is located towards the rear of structures, limiting the visual impact of a parking area.

Guideline G19 *All multifamily developments should accommodate sustainable modes of transportation through…*

- Bicycle parking has been provided in accordance with the Zoning Bylaw requirements. This has been provided securely within the garage of each unit.
- The applicant has also committed to provided 1 Electric Vehicle (EV) ready parking space per unit, totaling 29 EV ready parking spaces.

Guideline G21 *Orientation of buildings should face public spaces (e.g., street and lane) with a preference for ground-oriented types (e.g., a front door for everyone or every business).*

- The development faces towards the public realm along both Marina Way and Vancouver Ave.

Guideline G23 *Articulation of building mass should include horizontal (minor) setbacks and stepbacks (along upper storeys) to provide visual interest and enrich the pedestrian experience. Balconies and/or cantilevered upper floors may be considered as a means to breaking up massing while promoting overlook and/or weather protection.*

- The proposed development has incorporated stepbacks throughout to assist in breaking up massing.
- The design also utilizes four separate buildings to provide smaller masses on the site.

Guideline G24 *Street-facing units should utilize a layering of elements – including but not limited to street-facing entries, stairs, stoops, porches, patios and landscape elements – to create transitions between the public (e.g., street, sidewalk), semi-public (e.g., walkway, ramp, stair), semi-private (e.g., stoop, balcony) and private areas.*

- The design of the townhouses facing towards Marina Way and Vancouver Ave include elements that help to transition from the public sidewalk to the private areas including landscaping

Guideline G27 *Development should activate the public realm (e.g., sidewalks) and shared open spaces by placing active uses at street level.*

- The townhouse units fronting onto the streets are designed with active uses (entrances) at the street level to increase activation opportunities.

Guideline G28 *Entries should be visible and clearly identifiable from the fronting public street.*

- The two main entries to the site are from Marina Way and Vancouver Avenue. The design will utilize addressing signage to clearly delineate the addresses and unit number accessed from each street.
- Units fronting onto Marina Way or Vancouver Ave will have a doorway facing the street, providing a clear entrance point.

Guideline G29 *Development should orient windows, porches, balconies and patios toward the public realm, allowing for casual overlook of parks, open spaces, and parking areas.*

- As mentioned in previous guidelines, the development overlooks towards the public realm, and utilizes the views available at this location.

Guideline G33 *Water Conservation and Plant Maintenance: Xeriscaping, Irrigation & Mulching*

- All landscaping areas will be watered with a drip system that helps to prevent runoff and provides water directly to the root zone. This helps to limit overwatering in hot summer months.

Guideline G34 *Tree retention…*

- A substantial number of new trees will be planted throughout the development. Including those that would be planted with the proposed retaining wall that requires the requested variance.

Guideline G35 *Tree planting…*

- Trees will be provided along both Marina Way and Vancouver Ave, as well as throughout the site.

Guideline G38 *Screening and Buffering…*

- The proposed design includes screening and buffering in compliance with the Zoning Bylaw. This includes landscaping along required property lines, meeting the required number and size of trees and shrubs.

Guideline G39 *Defining the Public- and Private Realms…*

- As mentioned within previous comments, the proposed design offers many opportunities for defining between the public and private realms.
- The proposal also ensure activation and engagement between the two realms.

Guideline G40 *Energy…*

- The landscaping plans support passive cooling provided by shading from landscaping plants (trees and shrubs).

Guideline G41 *Softscapes…*

- The applicant speaks to meet the BCNLA standards and ensure all planting materials are selected for the ability to support pollinators, support passive cooling, and ensure seasonal variety.

Guideline G48 *Lighting shall be provided for all building entrances, walkways, driveways, parking areas and loading areas and should be sufficient to provide clear orientation, personal safety and site security, including allowing for overlook from adjacent buildings.*

- Exterior lighting will be provided for safety and security at the entrances of all buildings, as well as at ground level homes and to accent and feature landscape areas.

Guideline G54 *Mechanical/Utility cabinets and transformer pads (units) shall be located at the rear of the property, behind the building.*

- The applicant has worked diligently to accommodate the large pad mount transformer that is required to service the development.
- Due to limitations, the pad mount transformer was required to be located outside of the building. To reduce the impact, the pad mount transformer has been located to the rear of the buildings, not visible from any streets.

Guideline G60 *Clear access to refuse/recycling areas must be provided*

- Garbage and recycling areas are located in two locations on the property to service tenants in the upper buildings, or lower buildings.

Guideline G62 *Fencing along the street edge should be supplemented with low profile landscape plantings.*

- All fenced areas at street level are complemented with varying types of layered plantings.

Guideline MF1 *All multifamily developments should incorporate community amenity spaces that provide opportunity for recreation and play and address the needs of all age groups likely to reside within the development.*

- The proposed development includes roof top patios for each unit provided.
- The property is also across the street from one of Penticton's public beach and park.

Guideline MF4 *Visitor parking…*

- Parking will not be clearly visible from the street. All parking is accessed through the rear of the units to promote the pedestrian experience.
- Visitor parking will be clearly marked.

Guideline MF5 *Electric vehicle charging stations should be provided in larger developments.*

- Electrical vehicle ready spaces are provided at a ratio of 1 per unit within the garages.

Guideline MF7 *Minimize shadowing on adjacent parks, public and private open spaces and priority pedestrian facilities*

- Shadow impacts on adjacent public areas are lessened as the structures proposed (max 16.8m) are well under the maximum 24m height allowed within the C9 zone.

Guideline MF8 *Pay special attention to preserving or enhancing public views by:*

- As mentioned in previous comments, the applicants have considered views throughout the design process to ensure views are preserved and maintained.

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March 27, 2023

City of Penticton
Planning Department
171 Main Street
Penticton, BC V2A 5A9

To whom it may concern:

Subject: DP Analysis – 236 Marina Way, Penticton "BEACH HOUSE"

PROJECT OVERVIEW

The proposed development branded as "BEACH HOUSE" is designed to appeal to a diverse cross section of individuals by including the amenities, functionality and aesthetics that enrich a residential offering while being deeply embedded within the South Okanagan context and the lifestyle offered by the area. The project has been carefully planned to respect its unique and steeply sloping site that provides a street-oriented exposure on Vancouver Avenue to the south as well as virtual lakefront exposure on Marina Way to the north. The objective of the project is to develop a highly livable community of luxury townhomes. Common to all homes, regardless of their location within the development, will be access to mountain and/or lake views in the surrounding area. Other development objectives include being a considerate neighbour by the preservation of existing views to the greatest degree possible, an iconic architectural design that is worthy of this special location, providing connectivity to the lakefront for all residents as well as an enjoyable public realm that is seen as a positive contribution to the community of Penticton.

SITE & ZONING

Located at 236 Marina Way the proposed development is unique in its siting as it stretches from the southern frontage along Vancouver Avenue northward to the southern edge of Marina Way along the lakefront. The zoning for this site is C9, a zone whose purpose is to direct development along the Okanagan Lake waterfront. This zone permits uses such as apartment, townhome development and vacation rentals.

The site slopes down approximately 11m from Vancouver Avenue towards Marina Way. The proposed development incorporates slope adaptive design by nestling three tiers of homes into the slope and leverages this approach to provide lake and mountain views for most homes.

Beach House consists of 29 homes distributed across three residential blocks. The lower tier consists of two blocks of 3 story homes facing Marina Way, with a 3 story block situated in the middle tier of the site. The upper tier consists of a block of 4 story homes facing Vancouver Avenue at the south side of the site. This upper block is built into the slope so that only 3 stories are visible from Vancouver Ave. Combined, the project proposes an FAR of 1.08 as permitted in the C9 zone.

The site is covered by two differing sections of Penticton's Official Community Plan (OCP). The northern portion falls under the Downtown Mixed Use future land use zone and the southern portion falls under the Ground Oriented Residential future land use zone.

DEVELOPMENT VARIANCE

While nearly all bylaw requirements have been met or exceeded, a height variance is requested for the retaining wall of the planting bed within the side yard (east) setback to allow for planting coniferous trees which will serve as a visual break between the property and the neighboring balconies. Due to the existing slope, and the proximity of the neighboring building, the yard is not able to be re-graded to avoid exceeding the retaining wall height limit of 1.2m above approved grade.

DEVELOPMENT ANALYSIS

A comprehensive development analysis has been included with the development application – some of the highlights of the analysis include:

- The low-rise nature of the development and the spacing between the blocks serves to reduce the impact on the views from the neighbouring property to the east. Furthermore, the buildings are set back generously from the west property line in consideration of any future development to the west.
- The tiered nature of the development allows views to the lake for most homes within the proposed development. The homes at the higher tiers will have lake views from the upper floors as well as from their roof top amenity spaces. A view corridor from Vancouver Avenue towards the lake has been provided and serves as a pathway to the lake for residents.
- Low rise, slope adaptive design, allows for pedestrian friendly human-scaled development along both Marina Way and Vancouver Avenue.
- Ground oriented homes at both the Vancouver Avenue and the Marina Way sides are sensitively designed to enrich and activate the public realm and have outdoor space that uses gentle terracing and landscaping to support the transition from public realm to private space.
- A site-specific design approach includes light, reflective cladding accented by wood toned and masonry elements set within landscaping that incorporates native or adaptive plant species, all of which are appropriate to the South Okanagan area.

Sincerely,

Kasian Architecture Interior Design and Planning Ltd

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Architect AAA, Architect AIBC, NSAA, MRAIC, B.Arch
Managing Principal, Calgary

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Toronto
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March 27, 2023

City of Penticton
Planning Department
171 Main Street
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To whom it may concern:

Subject: Development Permit Landscape Variances

Our property, located at 230 Marina Way, Penticton BC, falls under the C9 – Marina Way Commercial category within The Corporation of the City of Penticton Zoning Bylaw No. 2021-01. As such, 'BEACH HOUSE' has been carefully planned out to follow all general and zone-specific regulations, including those related to building placement, while also respecting its steeply sloping site that provides a street-oriented exposure on Vancouver Avenue to the south and Marina Way to the north. With the site set between these two thoroughfares, Beach House is subject to two separate 'interior side yard' setback requirements: 0m for Marina Way and 2m for Vancouver Avenue. The townhouse blocks facing each road adhere to the corresponding yard setbacks; however, the regulations guiding the setback requirements for the middle block of townhomes are less clear.

Beach House has been developed with the assumption that because the upper and middle tier blocks of townhomes are accessed off Vancouver Avenue, they are bound to the 2m 'interior side yard' requirements. While this should theoretically leave a 4m yard between Beach House and face of the neighboring building, the existing building at 250 Marina Way was built against the property line, leaving only Beach House's 2m side yard to establish some level of visual and aural separation.

Beach House proposes the use of a series of tiered, extensively vegetated planting beds in the east yard setback to achieve this type of separation for our residents and the residents of the neighboring building. This approach also helps soften the east edge of our development by diffusing any change in elevation across multiple levels of planters, in place of a monolithic foundation wall.

As a result of the site's natural slope and Beach House's tiered development, the east edge of Block C sits 6.5m above the existing grade at the setback line. This difference in elevation requires the proposed planting beds to be raised to a height that corresponds with the elevations of both our Block C units and the neighboring development's units, well above the 1.2m maximum height laid out in chapter 5 of The City of Penticton's Zoning Bylaw. Due to the size of the yard, it is difficult to create a series of adequately spaced, stepped retaining walls that achieve the heights necessary to provide the desired effect, while still adhering to the bylaw's interior side yard regulations.

We believe that, due to the proximity of the neighbouring building, creating some type of separation is essential for the sake of all residents. We have reviewed this need for separation and propose the use of planting, within the framework of Penticton's Zoning Bylaw. We request consideration to deal with this existing hardship condition as a component of the standard development permit application, as permitted under section

5.1.4 of the Penticton OCP 2045 Official Community plan, rather than as a separate development variance permit.

Attached, we have provided our proposed concept which addresses the separation between our development and the neighbouring building through the use of tiered planting beds.

Sincerely,

Kasian Architecture Interior Design and Planning Ltd

Katherine Robinson,
Architect AAA, Architect AIBC, NSAA, MRAIC, B.Arch
Managing Principal, Calgary

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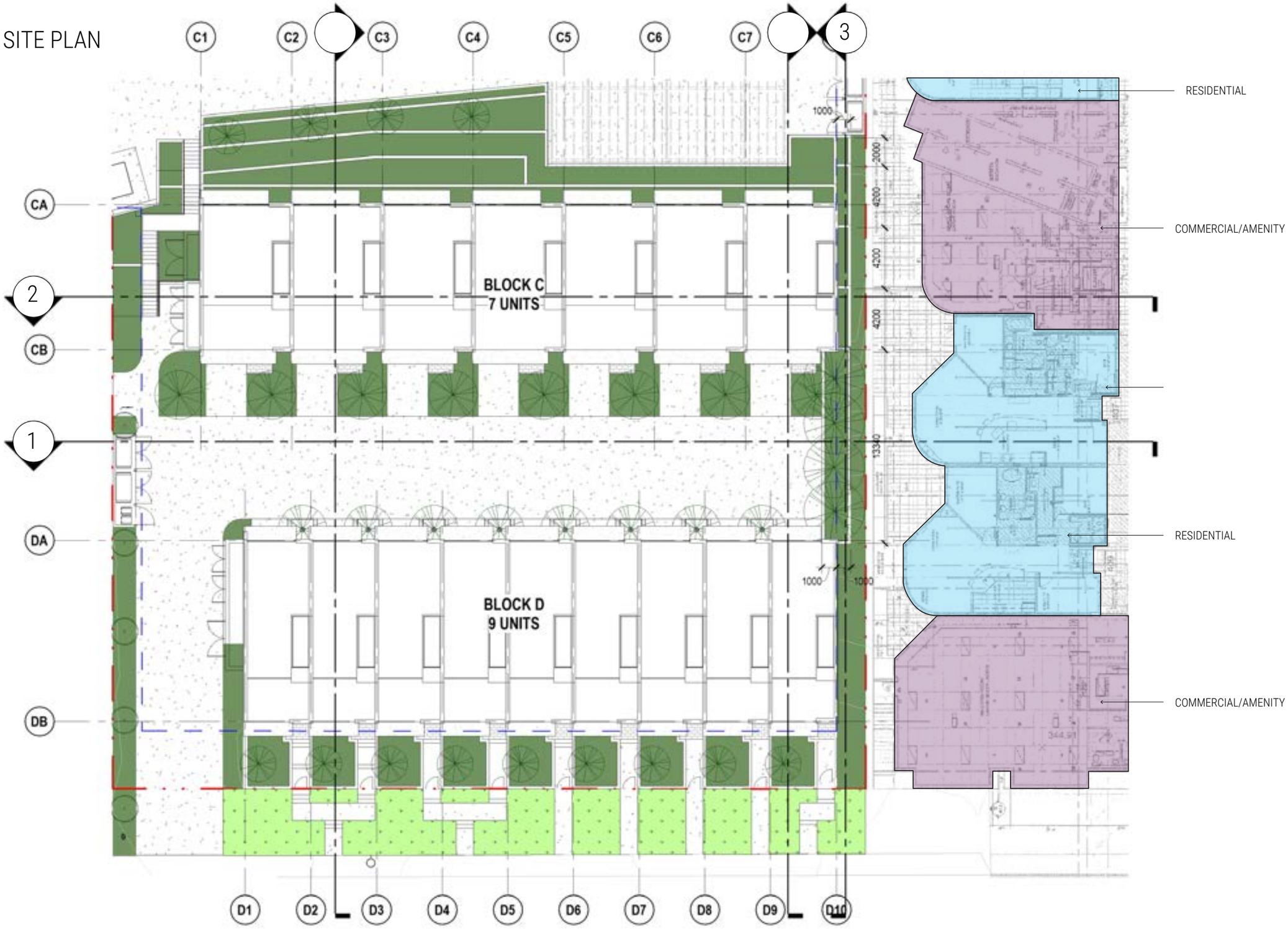
SITE PLAN
NTS

ENLARGED SITE PLAN
NTS



SECTION 1
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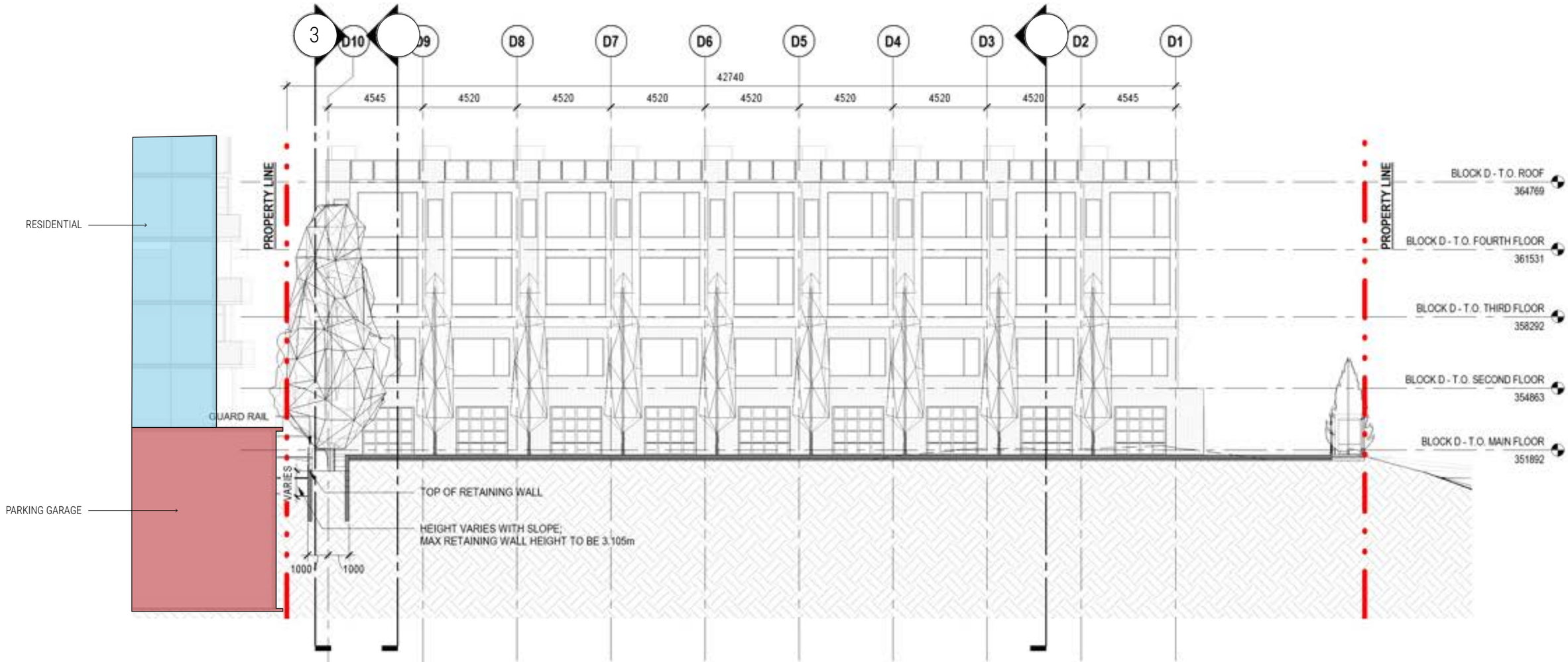

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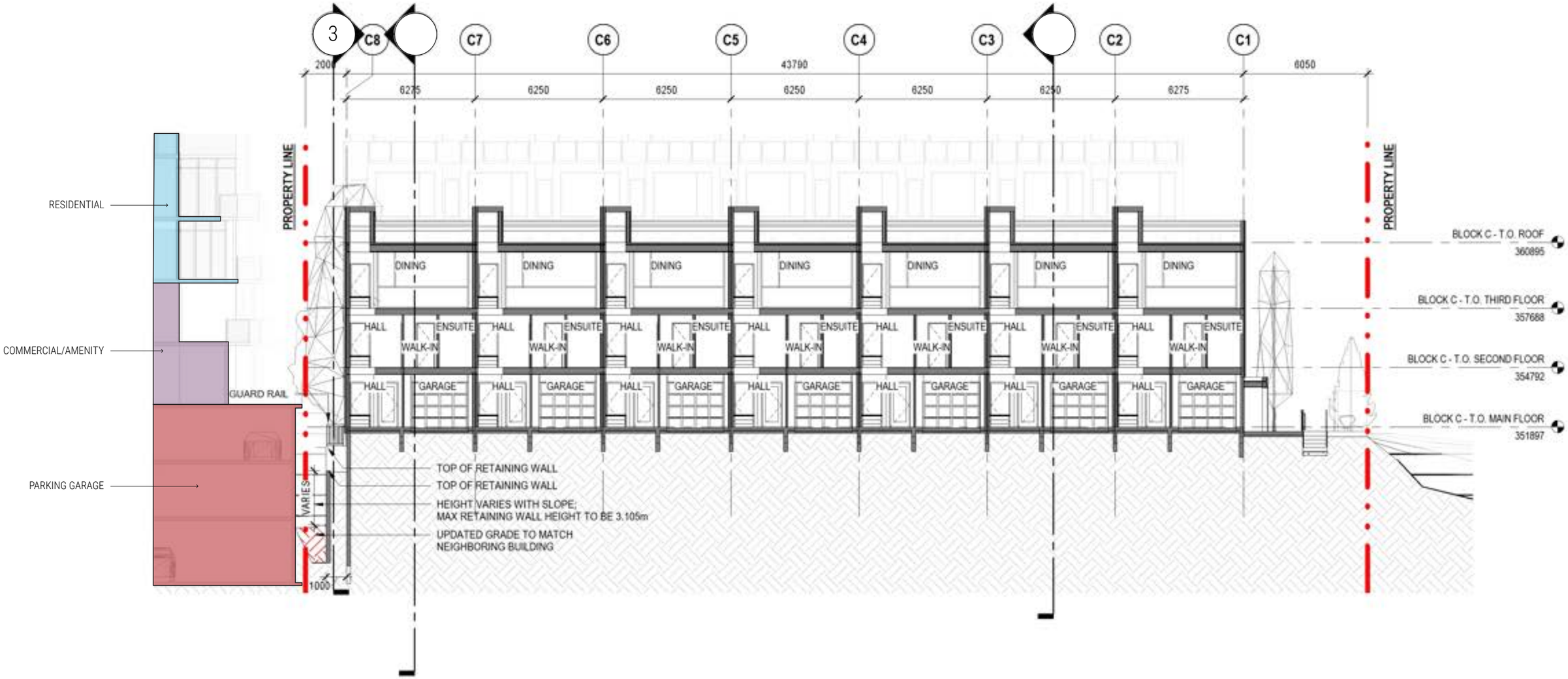

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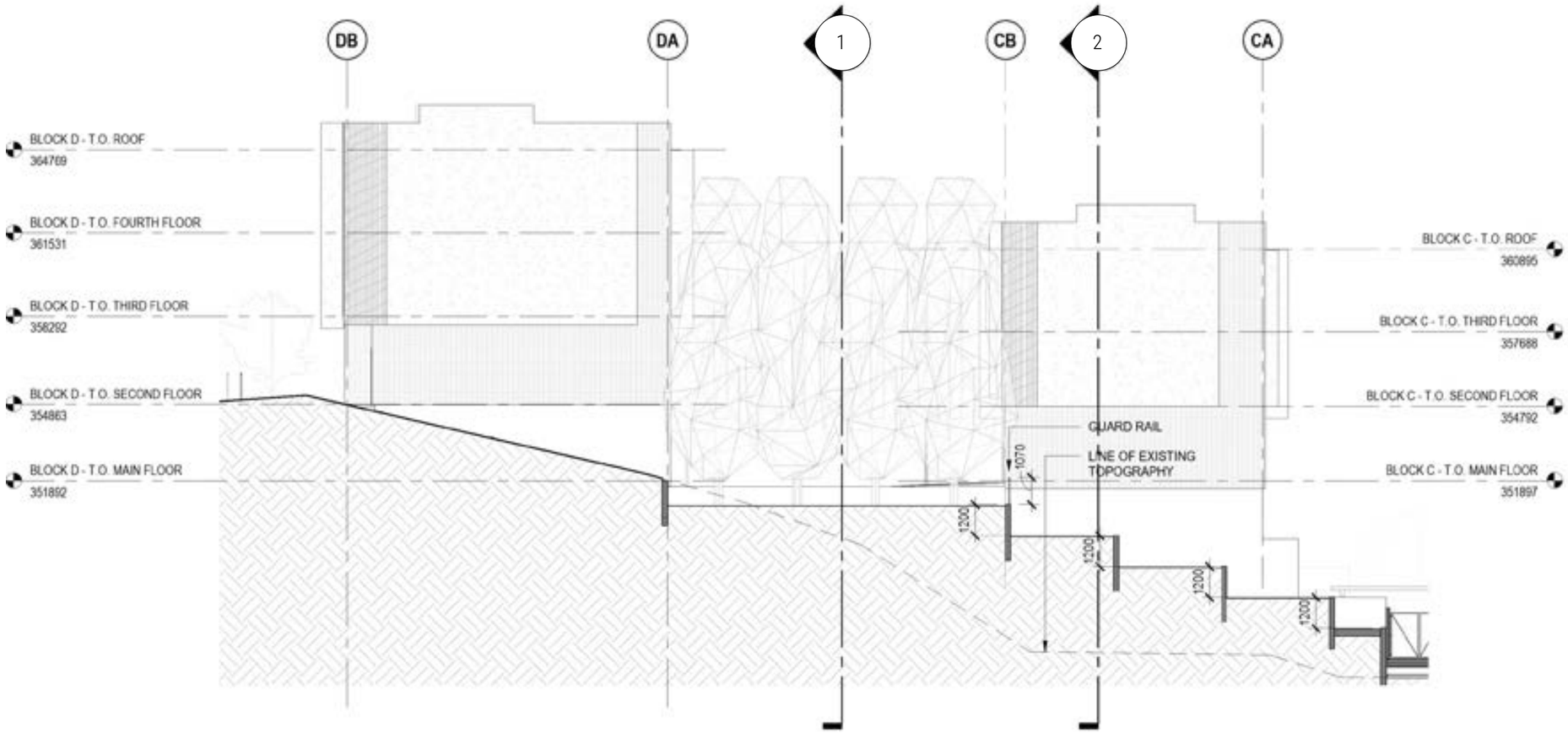
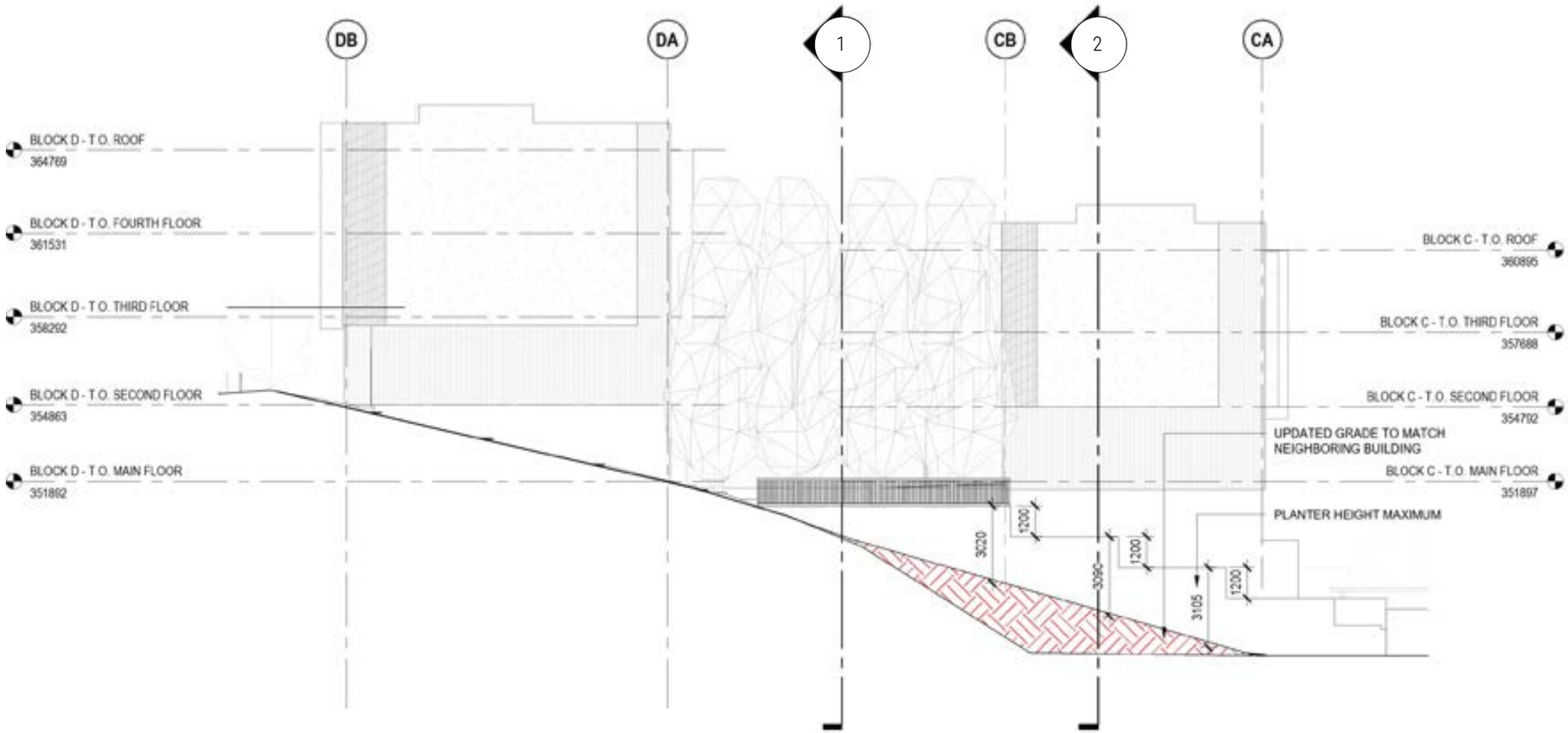


EAST ELEVATION
NTS



NW AXONOMETRIC
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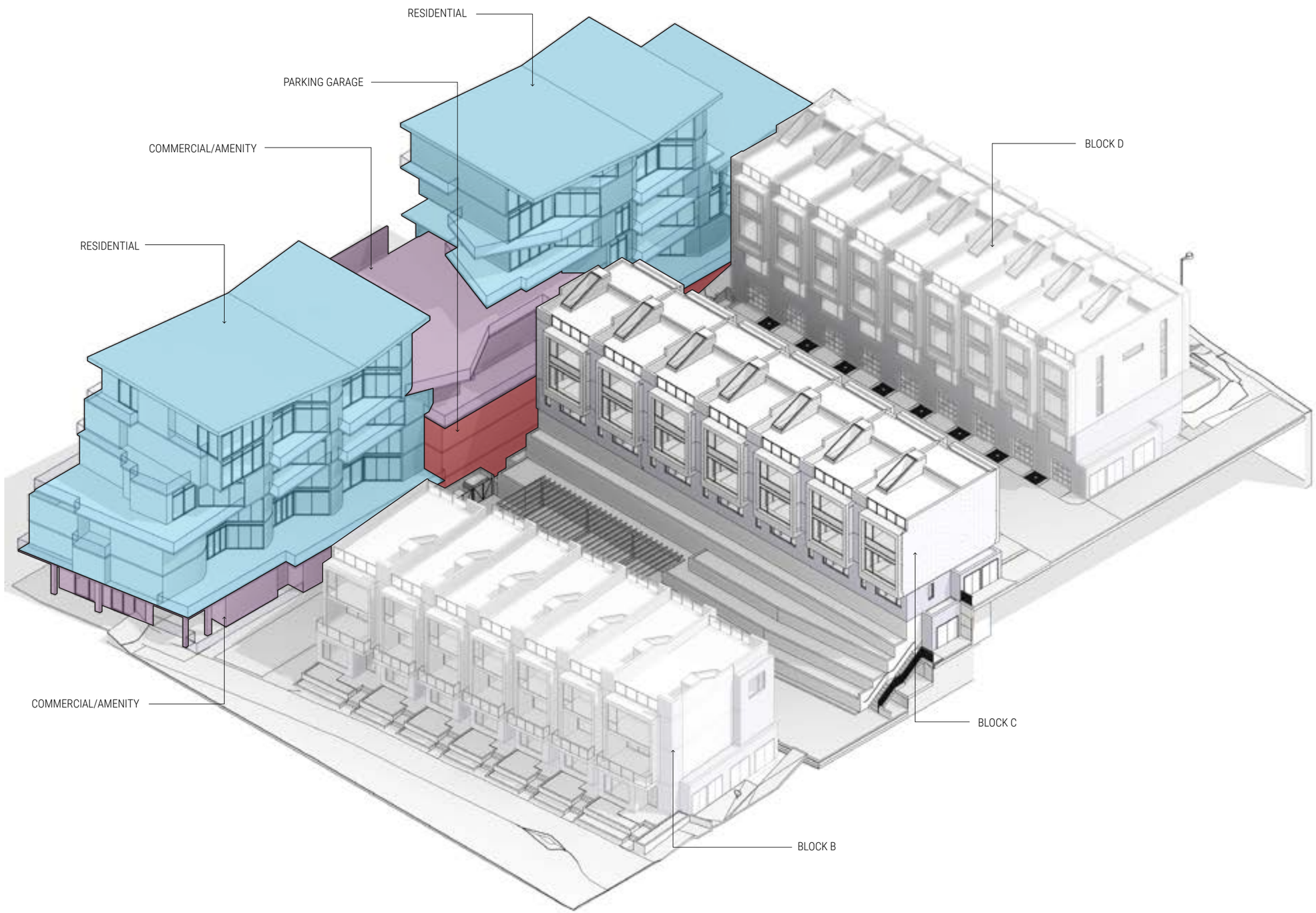

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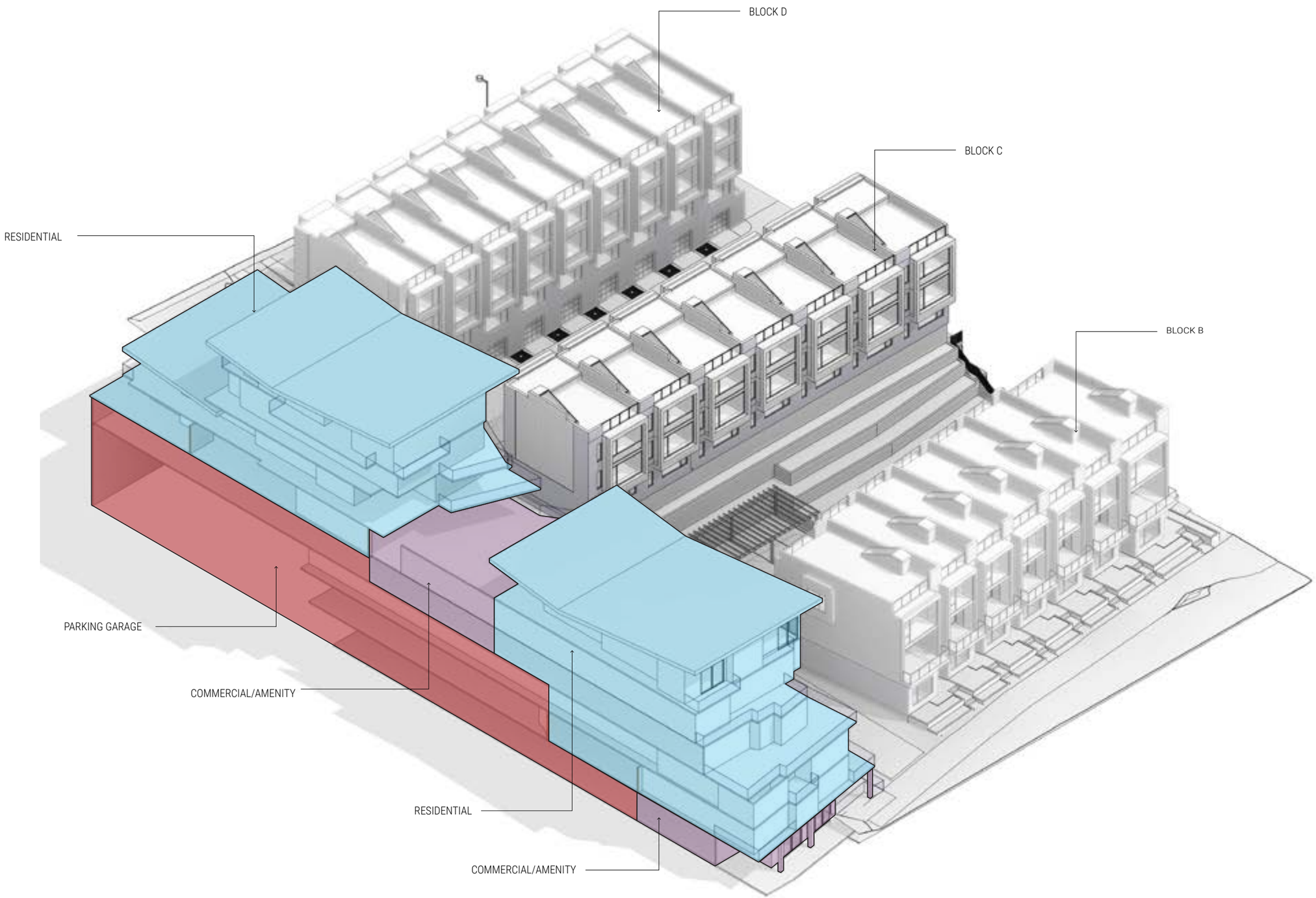

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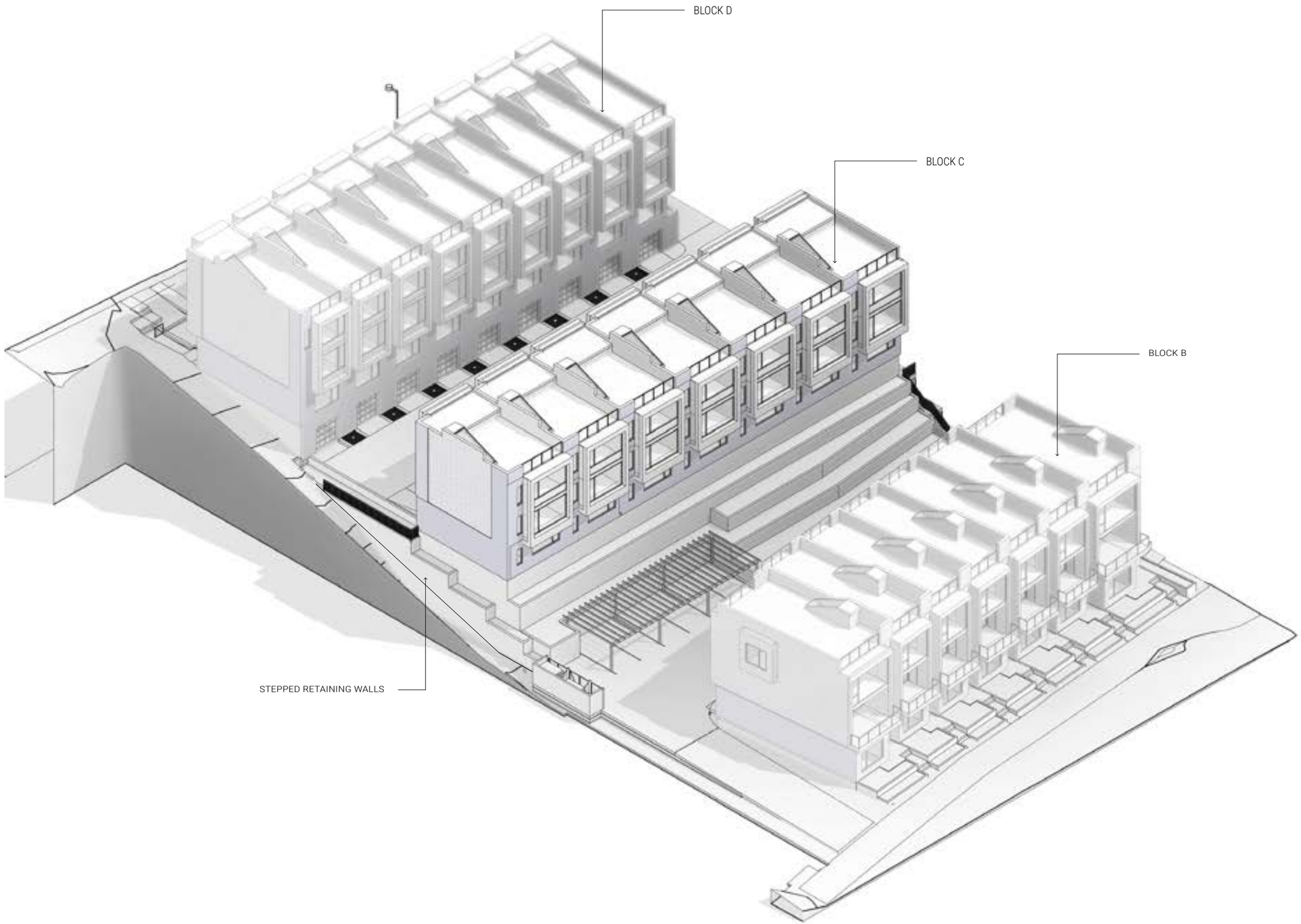

EAST YARD FROM MARINA WAY ACCESS
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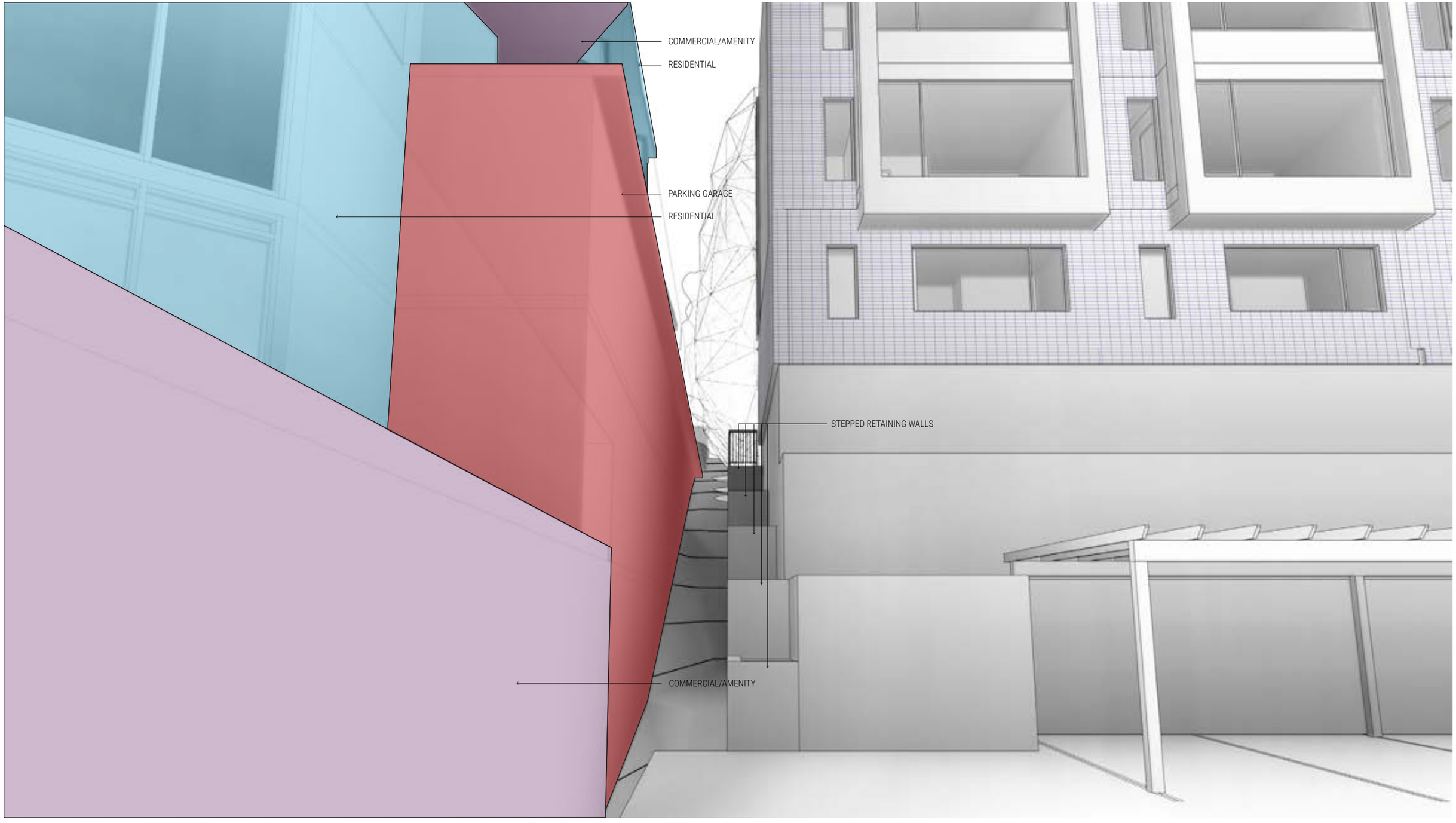

BLOCK C & D DRIVE AISLE
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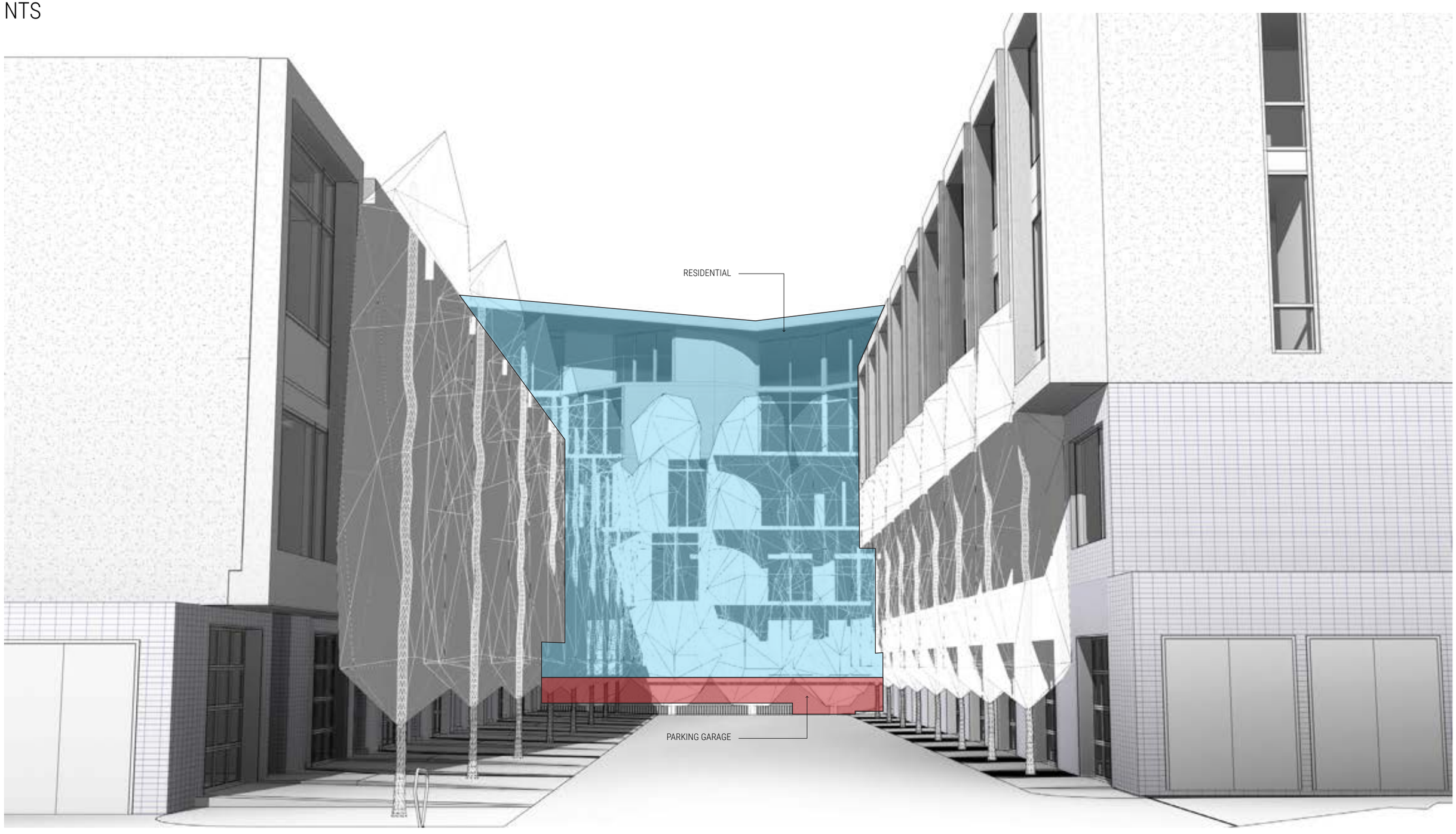

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March 27, 2023

City of Penticton
Planning Department
171 Main Street
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To whom it may concern:

Subject: DP Analysis – 236 Marina Way, Penticton "BEACH HOUSE"

PROJECT OVERVIEW

The proposed development has been branded as "BEACH HOUSE" and is designed to appeal to a wide cross section of individuals by including the amenities, comforts, functionality and aesthetics that enrich a residential offering while being deeply embedded within the South Okanagan context and the lifestyle that living there offers. The project has been carefully considered to respect its unique and steeply sloping site that provides a street-oriented exposure on Vancouver Avenue to the south as well as virtual lakefront exposure on Marina Way to the north. The objective of the project is to develop a highly livable community of luxury townhomes. Common to the majority of homes, regardless of their location within the development, will be access to mountain and lake views in the surrounding area.

SITE & ZONING

Located at 236 Marina Way the proposed development is unique in its siting as it stretches from the southern frontage along Vancouver Avenue northward to the southern edge of Marina Way along the lakefront. The zoning for this site is C9, a zone whose purpose is to direct development along the Okanagan Lake waterfront. This zone permits uses such as apartment, townhome development and vacation rentals. No variances requiring Council approval are being sought with this proposal.

The site slopes down approximately 11m from Vancouver Avenue towards Marina Way. The proposed development incorporates slope adaptive design by nestling three tiers of homes into the slope and leverages this approach to provide lake and mountain views for most homes.

Beach House consists of 29 homes distributed across four residential blocks arranged in 3 tiers. The lower tier consists of two blocks of 3 story homes facing Marina Way, with a 3 story block situated in the middle tier of the site. The upper tier consists of a block of 4 story homes facing Vancouver Avenue at the south side of the site. This upper block is built into the slope so that only 3 stories are visible from Vancouver Ave. Combined, the project proposes an FAR of 1.08 as permitted in the C9 zone.

The site is covered by two differing sections of Penticton's Official Community Plan (OCP). The northern portion falls under the Downtown Mixed Use future land use zone and the southern portion falls under the Ground Oriented Residential future land use zone.

DEVELOPMENT PERMIT ANALYSIS

The following summary demonstrates how the Design Guidelines of Penticton's Official Community Plan have been addressed in the design of the proposed development.

SITE PLANNING

DESIGNING IN CONTEXT

G1. Prior to site design, analysis shall be undertaken to identify significant on-site and off-site opportunities and constraints, including built and natural elements (e.g., structures, slopes and drainage, significant landscape features, etc.)

The site slopes down approximately 11m from Vancouver Avenue towards Marina Way. The proposed development incorporates slope adaptive design by nestling three tiers of homes into the slope. The slope is further leveraged to conceal the garages of the upper block of homes – they are not visible from Vancouver Avenue.

G2. Applications shall include a comprehensive site plan – considering adjacent context for building and landscape architectural design and neighbourhood character analysis – to demonstrate that the development is sensitive to and integrated within its context and surrounding uses and neighbours.

• *All site / landscape plans should incorporate the boulevard.*

The low-rise nature of the development as well as the spacing between the blocks of homes serves to reduce the impact on the views from the neighbouring property to the east. Furthermore, the buildings are set back generously from the west property line in consideration of any future development to the west.

Landscaping is used as a buffer to the properties on either side.

G3. Private and semi-private open spaces should be designed to optimize solar access.

All homes have been provided with individual roof top amenity areas to allow for solar access.

G4. Views through to the mountains and the lakes should be carefully considered and incorporated into the design of new development.

The tiered nature of the development allows views to the lake for most homes within the proposed development. The homes at the higher tiers will have lake views from the upper floors as well as from their roof top amenity spaces. A view corridor from Vancouver Avenue towards the lake has been provided and serves as a pathway to the lake for residents. The low-rise nature of the development reduces the impact on the views from the neighboring property to the east as well as from properties south of the site.

FRAMING SPACE

G5. Siting of buildings should support strong street definition by minimizing front yard setbacks while sensitively transitioning to neighbouring building setbacks.

The Vancouver Avenue Block D is located right on the front setback line to maintain the street definition of this more urban side of the site and the scale and proportions of this building relate well to surrounding low rise properties. These homes are designed with landscaped outdoor spaces and connected by stairs to the sidewalk when the grade starts to fall on the west side of the site. The Marina Way face has a generous zone of landscaping between the front of the townhomes and the street to echo the park like setting of that side of the site.

G6. Building placement and orientation should respect significant public water, mountain and ridgeline views.

The townhome blocks on the site have been placed in tiers and are oriented so that each block has views over the one below it. The homes at the higher tiers will have lake views from the upper floors as well as from their roof top amenity spaces. A view corridor from Vancouver Avenue towards the lake has been provided and serves as a pathway to the lake for residents. The low-rise nature of the development reduces the impact on the views from the neighboring property to the east as well as from properties south of the site.

G7. All designs shall consider Crime Prevention Through Environmental Design (CPTED) principles and balance the reduction of crime and nuisance opportunities with other objectives to maximize the enjoyment of the built environment.

The design incorporates the following measures in alignment with CPTED principles:

- **Ground oriented homes on both Marina Way and Vancouver Avenue provide "eyes on the street" to lessen incidents of vandalism and graffiti.**
- **An exterior stair that provides a connection from Vancouver Avenue down to the lake encourages pedestrian activity throughout the site.**
- **Lighting will be provided at outdoor areas and building entrances.**
- **The outdoor site areas benefit from visual surveillance from all townhome blocks.**
- **All faces of each town home block are provided with windows to further enhance visual surveillance of the site.**

PRIORITIZING PEDESTRIANS

G11. Barrier-free pedestrian walkways to primary building entrances must be provided from municipal sidewalks, parking areas, storage, garbage and amenity areas.

Barrier free access has been designed to all areas noted.

G12. Where feasible, indicate pedestrian ways with continuity of paving treatments/paving materials.

The ground floor of the street facing homes are connected to city boulevard spaces with individual entries. Pedestrian connectivity through the site has been provided from Vancouver Ave down to Marina Way via a series of terraces and steps.

G13. Entry to ground-level residential units should be no more than 1.8m (6.0 ft.) above the grade of adjacent public sidewalks and walkways.

The entries to the townhomes facing Marina Way are no higher than the limit indicated. Because of the steeply sloping east-west sidewalk on Vancouver Avenue, the entry of the western-most townhome in this block is above this limit; however, the entry is set back 8.5m from the public sidewalk with a tiered approach to help maintain a human scale and diffuse the difference in elevation.

G14. The outdoor space of a residential unit should be raised no more than 1.2m (3.9 ft.) above adjacent public sidewalks and a "front stair" pedestrian connection shall be provided (see Figure 5-2).

The outdoor space of the townhomes facing Marina Way are no higher than the limit indicated, and front stairs have been provided. An exterior stair connection to the sidewalk has been provided to all lower-level homes along Vancouver Avenue as well, but because of the sidewalk's steep east-west slope, the outdoor space of the three western-most townhomes in this block are above the limit; however, these raised outdoor spaces extend only to the property line, which is set back 4.5m from the sidewalk. The public right of way will retain its existing slope up from the sidewalk so that the retaining wall enclosing these raised spaces is no more than 1.2m high.

G15. Fencing facing an active public realm should be lowered and transparent or semi-transparent.

All fencing will be permeable and limited to spaces that require clear separation or have a grade issue. Non-combustible picket fence or glass rail is contemplated for these areas where fencing may be required. Privacy fencing between adjacent properties will be a solid wood fence of strong construction.

CARS AND PARKING

G16. Site and building access must prioritize pedestrian movement, minimize conflict between various modes of transportation and optimize use of space:

• Off-street parking and servicing access should be provided from the rear lane (where one exists) to free the street for uninterrupted pedestrian circulation and boulevard landscaping (see Figure 5-4).

• *Where possible, shared automobile accesses should be considered to optimize land use, and to reduce impermeable surface coverage and sidewalk crossings.*

Pedestrians are prioritized in this development. One access point is located on the lowest part of the Vancouver Avenue side of the site and one access point is located on the Marina Way side of the site.

G17. On-site parking location and design should minimize visual impact and provide safe connections for pedestrians:

• *Parking between the front of buildings and the street is not permitted.*

• *Parking should be located at the rear of buildings/sites.*

• *Shared parking (where varying uses have parking demands that peak at different times of the day) is encouraged to reduce parking requirements.*

• *Outdoor surface parking areas should incorporate pathways that provide safe, accessible and comfortable pedestrian connections to entries/destinations.*

All parking for this development is concealed from view from the streets. Each home is provided with enclosed parking and 15 visitor and resident surface parking spots are located outside behind Blocks A and B on Marina Way. Pedestrian connections are provided from the visitor parking area to the entries of the homes via the central stair that connects all tiers.

G18. Attached parking structures, their access and associated components (doorways, ramps, etc.) should be architecturally integrated into the building so as to minimize visual impact to the public realm.

All garage doors face internally onto the site. The public realm is prioritized as there are no garage doors facing Marina Way or Vancouver Avenue.

G19. All multifamily developments should accommodate sustainable modes of transportation through:

• *Provision of bike parking and/or safe storage of alternative transportation/ mobility equipment (bikes, mobility scooters, etc.).*

• *Provision of electric vehicle charging stations.*

• *Internal circulation and/or upgrades to adjacent rights-of-way to accommodate alternative transportation (e.g., multi-use pathways, separated bike lanes, etc.).*

The garage of each home will allow for storage of bicycles and visitor bike racks have been provided as required by the by-law. The development will also include 2 electric vehicle charging stations and purchasers will have the opportunity to add EV charging as an upgrade.

ARCHITECTURE

DESIGN FOR CLIMATE

G20. Designs should respond to Penticton's setting and climate through use of:

- *passive solar strategies;*
- *optimized placement of windows to maximize natural light;*
- *energy-efficient building design;*
- *passive solar principles;*
- *landscape design and plantings that provide cooling through shade in summer months;*
- *selecting roof materials to minimize heat loading and increase reflectivity; and,*
- *strategies for cross-ventilation.*

The architectural design for the Beach House development places a focus on indoor / outdoor living to support healthy lifestyles. Every home has a generous balcony or roof terrace.

The homes are designed with extensive glazing in order to support access to natural light and views, while deep balconies provide weather protection and shading that will support passive cooling in the summer months.

Each home will be provided with operable windows for natural ventilation.

The mechanical and electrical systems include a number of energy saving features:

- **Highly efficient split heat pumps will provide heating and cooling throughout each suite using state of the art heat pump technology.**
- **Each suite will be equipped with Energy Recovery Ventilator(s) to pre-temper the fresh air entering the building.**
- **Low flow plumbing fixtures will be utilized throughout to reduce water use and water heating requirements.**
- **An individual electric water heater will be provided in each suite allowing users to control the cost of energy bills based on usage.**
- **Energy efficient LED lighting will be used throughout the project.**

Planting will be irrigated, and excess water captured in a 'nilex j-drain' system that preserves 25mm of stormwater or irrigation run-off for additional root access for plant materials.

Plant materials will include Native and adaptive materials available in the southern Okanagan.

Careful placement of trees has been considered for all homes and this will provide passive shading for outdoor spaces.

Native or adaptive species will be used in combination with attractive gravel materials to create a landscape that is appropriate to the Southern Okanagan.

Roofing and cladding materials will be selected in lighter tones to increase reflectivity.

FRIENDLY FACES, FRIENDLY NEIGHBOURS

G21. Orientation of buildings should face public spaces (e.g., street and lane) with a preference for ground-oriented types (e.g., a front door for everyone or every business).

The buildings on the site are oriented to public streets with street facing pedestrian entrances to each home on both Marina Way and Vancouver Avenue.

G22. Massing of larger buildings should be composed of multiple volumes to reduce visual impact on the pedestrian realm.

The development consists of multiple low rise blocks with minimal visual impact on the pedestrian realm.

G23. Articulation of building mass should include horizontal (minor) setbacks and stepbacks (along upper storeys) to provide visual interest and enrich the pedestrian experience. Balconies and/or cantilevered upper floors may be considered as a means to breaking up massing while promoting overlook and/or weather protection.

The townhomes facing Marina Way are set back at the second floor and provide visual interest. A small overhang at the upper levels of Block D facing Vancouver Ave breaks up the mass and provides weather protection.

G24. Street-facing units should utilize a layering of elements – including but not limited to street-facing entries, stairs, stoops, porches, patios and landscape elements – to create transitions between the public (e.g., street, sidewalk), semi-public (e.g., walkway, ramp, stair), semi-private (e.g., stoop, balcony) and private areas.

The design of the townhouses facing Marina Way and Vancouver Avenue include elements that support the transition from the public to the private realm. Walkways for each home connect to the sidewalk before rising a few steps to the private outdoor patio. Each elevated patio is surrounded by a low wall or fence and is buffered with landscaping to create semi-privacy for residents but also visual interest for passersby. The front entrance to each townhome facing Vancouver Avenue is set back from the patio under a second floor overhang that creates a porch. The second floor of the Marina Way townhomes have balconies facing the street that enhances the street level activation and visual interest for passersby.

G25. Where appropriate, stepped massing should be utilized to transition and improve the relationship between developments of differing scale. In areas where there is an OCP Land Use Designation change, adjacent building heights should not be greater than one-and-a-half storeys higher than existing adjacent development with additional storeys terraced back with a minimum stepback of 3.0 metres. (see Figure 5-6).

The low-rise form of this development is compatible with the surrounding properties and so there isn't a need to step the massing within each block.

G26. Building designs should minimize impacts on the privacy of adjacent dwellings, including private open spaces.

The location of the buildings on the site optimizes views for residents in that one building does not block the views of the other. The low rise form of the buildings also preserves as much of the lake view as possible for the neighbouring building to the east. Planting and screening along the eastern edge of the development will support the privacy of west facing homes of the neighbouring property.

EYES ON THE STREET

G27. Development should activate the public realm (e.g., sidewalks) and shared open spaces by placing active uses at street-level.

The Marina Way side of the development is designed with active uses at street level for virtually its full length. Thirteen townhomes are situated facing the street with front doors, porches, and patios to provide visual interest. An exterior stair for residents provides connectivity through the site from the Vancouver Avenue to Marina Way and the beach and park beyond. The Vancouver Avenue side of the site is designed in a similar fashion with town homes facing the street. Due to the grade sloping down steeply from east to west the lowest level homes are set above the sidewalk but terraced landscaping and a stair will be provided to each home to encourage further activation.

G28. Entries should be visible and clearly identifiable from the fronting public street.

The entries are legible and visible from the adjacent streets.

G29. Development should orient windows, porches, balconies and patios toward the public realm, allowing for casual overlook of parks, open spaces, and parking areas (see Figure 5-7).

There is no part of the public realm adjacent to this development that is not intended to be visible from the homes within this development.

G30. Extensive blank walls (over 5m in length, and including retaining walls) along the street should be avoided.

There are no blank walls over 5m in length facing the street.

G31. Provide screening (e.g., varied materials/textures, murals, greenwalls or vines) on solid walls that exist as a function of an internal program (e.g., for privacy, merchandising, etc.).

Screening in the form of planting or cladding with varied textures will be provided at the referenced locations as required.

LANDSCAPE ARCHITECTURE

DESIGN WITH NATURE

G32. Stream and Riparian Protection (see Riparian DPA section) • Sites adjacent to creeks, lakes and wetlands should retain or enhance fish and/or riparian habitat, through: » Retention, enhancement and restoration of trees and shrubs that shade streams and stabilize soil, with a preference for native species; » Management of post-development total yearly flow, magnitude (in individual events), and duration to mimic pre-development conditions; and, » Management/restriction of access to protect stream banks and meet Riparian Area Regulations (RAR).

This project is across from Lake Okanagan. Because we are neighbouring a developed and disturbed riparian zone, our project will be designed to match more of the urban realm of the city of Penticton. That said – care will be taken to include pollinator species of plant materials to support birds and insects through the perimeter plantings and podium level. Landscape areas will be designed in a way that promotes low water use and utilizes drip irrigation to help prevent evapotranspiration at heightened rates during the summer months.

G33. Water Conservation and Plant Maintenance: Xeriscaping, Irrigation & Mulching • Employ xeriscaping principles (see Glossary) in landscape design that reduce the need for supplemental water from irrigation. • Employ strategies such as stormwater management reuse (including rain gardens and water reclamation) to minimize impact on infrastructure and the use of potable water. • Encourage landscaping using native drought-tolerant plant species rather than water-hungry varieties. • All trees and vegetated landscaping should be irrigated using a sub-surface irrigation system, programmed to maximize efficient water use (e.g., drip irrigation). • Where appropriate, increased depth of top soil is recommended as a means to retain water and ensure more drought-tolerant landscapes. • Trees should be planted to provide shading for shrubs and grasses and south and west faces of buildings. • Where appropriate, mulching may further reduce irrigation demand by retaining soil moisture.

All landscaped areas will be watered through a drip system that prevents major runoff and provides water directly to the root zone. This helps prevent water loss in summer months.

ENHANCE THE URBAN FOREST

G34. Tree retention • New development should retain, where possible, existing mature and native trees and protect their root systems; • Pre- and post-development tree surveys are required must be undertaken.

A substantial number of new trees will be planted on this development. The strategy is to preserve views to the lake, whilst allowing for passive shading of outdoor spaces with larger deciduous and coniferous trees.

G35. Tree planting • Where space permits, landscaped areas, boulevards and setback areas adjacent to streets should be planted with trees with appropriate soil volumes to ensure longevity. • All areas with planted trees must be irrigated • All development fronting a public street shall plant a landscaped area fronting the public road with regularly spaced street trees no further than 10 metres apart, and at least 2.5 meters tall at the time of planting. • The planting of additional trees is strongly encouraged, particularly if existing trees cannot be preserved, in order to maintain and expand the urban forest canopy.

Trees will be provided both at grade along Vancouver Ave. and Marina Way and also within the site. See landscape plans for further elaboration of the tree/urban forestry strategy.

FUNCTIONAL USE OF LANDSCAPES

G36. Habitat: designs should provide for and/or enhance habitat value (e.g., birds, pollinators, etc.) through the use of selected plant material (food & nutrients) and/or structural/grading improvements (e.g., hibernacula, pools, etc.).

Care in plant selection will allow for necessary support to pollinator species throughout the year. This will be done through consideration for bloom schedule, and foliage structure of plant materials.

G37. Stormwater management: mitigate impacts of runoff by diverting stormwater to infiltration galleries or other appropriate green infrastructure.

A substantial depth of soil in landscape buffer spaces will allow for significant stormwater detention within landscape spaces. In addition a "j-drain" system over waterproof membranes will capture and store/detain an additional 25mm of stormwater that cannot be absorbed in soil zones. This drainage mat installation will occur on rooftop amenities for each unit.

G38. Screening & Buffering

• Where appropriate (and in consideration of FireSmart principles and native ecosystems), screen walls and/ or landscape buffers (e.g., berms, shrub beds, hedges and/or trees) should be used to manage transitions and/or conflict between incompatible uses (e.g., industrial uses and/or parking);

• Buffer design should complement neighbourhood character and landscape setting (refer to "Materials Selection – Hardscapes and Softscapes")

• Notwithstanding the screening regulations in the Zoning Bylaw , landscape buffers should be utilized to reduce the visual impact of service areas and surface parking, including:

» Planting between internal collectors (not used for direct access to parking stalls) and aisles that provide direct access to parking stalls;

» Planting at the end of aisles;

» Planting between each block of 4 parking spaces; and,

» Planting around utility kiosks, containers and/or dumpsters

Care and attention will be given to screening utilities and other functional aspects of the development. Visual impacts to residents and surrounding properties are being taken into consideration. All landscape zones will be (drop) irrigated and will allow for planned - easy access by fire department. Adjacent or edge spaces between properties will be treated with non-combustible landscape elements.

G39. Defining the Public- and Private Realms

• Clearly signaled transitions between the public (e.g., street, sidewalk), semi-public (e.g., walkways, ramp, stair), semi-private (e.g., stoop, balcony) and private (e.g., entry) realms shall be clearly defined to enhance both the privacy of residences and the pedestrian experience, and may include:

» Landscape terracing (e.g., grading, retaining);

» Structures (e.g., fences, pergolas, trellises),

» Planting (e.g., low hedges) and/or

» Changes in surfacing materials.

The design of the project has been done to subtly indicate the transition between public and private realm. The ground oriented homes have a grade separation and landscape buffer. In addition gates and low permeable fence is provided so that there is no ambiguity between public and private domain. Pedestrian access through the site made through the portal in the centre of the project and connects all the levels with a series of terraces and steps.

G40. Energy

• Landscape designs should support shading strategies (passive cooling) with deciduous plantings that allow increased solar gain in winter months;

• *Landscape designs should accommodate windbreaks (perpendicular to the direction of winter prevailing winds) to reduce heat loss in winter.*

Landscape designs do support passive cooling through shading. Privacy screens and prevailing wind has been acknowledged through the placement of deciduous and evergreen plant materials.

MATERIALS SELECTION – SOFTSCAPES AND HARDSCAPES

G41. Softscapes

• *Plant materials (size) and planting densities should be designed to meet and exceed the British Columbia Landscape and Nursery Association (BCLNA) Standards;*

• *Landscape designs should consider opportunities for seasonal interest (e.g., colourful foliage and/or flowering at various times of the year).* • *Structural diversity in plant palette composition – including combinations of groundcovers, shrubs of various heights and trees – is encouraged.*

• *Landscape design shall consider aesthetic qualities, plant suitability and soil volumes to ensure "right plant, right place" and to maximize growth to maturity of plants and trees.*

• *Plant selection should emphasize local/native plants and/or similarly hardy/well-adapted plants to Penticton's desert climate.*

• *Invasive species are prohibited.*

• *Synthetic turf is prohibited.*

All plant materials are in conformance with BCNLA standards and have been selected for ability to support pollinators, promote passive cooling, and ensure seasonal variety. A variety of plant materials are anticipated for colour, structure and seasonal interest: Fall, Winter, Spring, Summer. Plant material have also been selected for hardiness to zone 4 in keeping with the somewhat long and cold winter months. Prevailing winds also affect plant desiccation and therefore – overly leafy materials have been avoided unless proven to be successful in this climatic zone.

G42. Hardscapes

• *Material selection should reflect an extension of overall functional design and should emphasize local, natural, climate appropriate materials.*

• *Landscape construction should prioritize robust, durable and easily-maintained materials.*

• *Retaining walls should use natural-looking textures and natural colours.*

• *Colours should complement Penticton's natural setting and associated palette.*

• *Minimize the use of impervious surfaces and/or incorporate rainwater management strategies where surface runoff is captured.*

• *Where feasible, minimize the use of low albedo (heat-absorbing) surfacing materials to reduce heat island effect (i.e., use lighter-coloured, more reflective materials).*

All hardscape materials are in muted colour tones and compliment the building architecture. Many hard surfaces are drained through direction to soft landscape and then to a redundant mechanical drainage system. All materials are selected for low albedo characteristics to reduce urban heat island effects.

SPECIAL CONSIDERATIONS

LIGHTING

G48. Lighting shall be provided for all building entrances, walkways, driveways, parking areas and loading areas and should be sufficient to provide clear orientation, personal safety and site security, including allowing for overlook from adjacent buildings.

• *The scale and intensity of lighting should be adapted to its setting and application:*

• *Lighting design shall prioritize pedestrian-scaled lighting while ensuring vehicular access and parking is sufficiently lit for safe maneuvering;*

• *Light fixtures should utilize "cut-off" (zero intensity at or above an angle of 90°) luminaries to minimize glare;*

• *Warmer light sources (<4000k) are strongly encouraged.*

Exterior lighting will be provided at all entrances, (pedestrian and vehicular) at ground level homes and to feature certain landscape areas. Lighting design is not complete but will follow the principles noted.

G49. Minimize light pollution through the use of full cut-off lighting, avoiding light reflectance, and directing lighting downwards. Exceptions may be made for signage and architectural lighting (e.g., enhancing special features or aesthetic qualities).

Lighting design is not yet complete, however, these principles will be followed.

G50. Avoid lighting that illuminates streams, wetlands, lakes and other natural areas.

Lighting design is not yet complete, however, these principles will be followed.

G51. Avoid negative light impacts on neighbours.

Lighting design is not yet complete, however, these principles will be followed.

SIGNAGE

Signage design is not yet complete, but will be minimal and complement the precedents established by the architectural and landscape design.

UTILITIES, MECHANICAL SERVICES AND SERVICING

G54. Mechanical/Utility cabinets and transformer pads (units) shall be located at the rear of the property, behind the building.

The transformer has been located by the City of Penticton and is internal to the site.

G55. Where this is unachievable, units may be located at the edge of the front yard and must be incorporated into landscaped areas and screened from the street.

We do not anticipate screening the transformer as it is not visible from the street.

G56. Units shall not obstruct private views onto public space that might otherwise provide safety through passive surveillance.

Although the design of the mechanical and electrical systems is not yet complete, there are no plans to locate any equipment where it will obstruct private views onto public space.

G57. Units shall not be installed in in riparian setbacks (SPEA) and Environmental Protection areas.

N/A for this development.

WASTE MANAGEMENT

G58. Garbage/recycling areas and other similar structures should be located out of public view in areas that mitigate noise impacts and which do not conflict with pedestrian traffic.
G59. Garbage and recycling bins should be contained within screened enclosures that are coordinated with the overall design.

Garbage and recycling bins are located internal to the site in a screened area and bins will be moved to the street temporarily on pick up day.

G60. Clear access to refuse/recycling areas must be provided.

Garbage and recycling bins will be located in an exterior enclosure and moved to the street temporarily on pick up day. This approach has been reviewed with a local waste management service provider.

FENCES

G61. Fencing located along a street edge should be low and/or not create a solid barrier (i.e. it should be visually transparent).

Fencing and enclosures are anticipated to be permeable – vertical picket in aluminium, or glass rail where appropriate. Where possible – barriers are provided through grade change to limit the need for railings and fencing. The design concept is one of overall "flow" from space to space and vertical impediments are removed where possible.

G62. Fencing along the street edge should be supplemented with low profile landscape plantings.

All fenced areas at street level are complimented with layered plantings of broad-leafed evergreens, deciduous shrubs, ground cover, and trees. Subtle lighting will be incorporated at key points to accentuate dramatic effects of planting in evening hours. All light is dark sky compliant and directed interior to the property.

G63. All plans should show intended fencing.

Please see attached landscape plans for fencing locations and character.

MULTI-FAMILY RESIDENTIAL DEVELOPMENT PERMIT AREA

FRAMING SPACE

MF1. All multifamily developments should incorporate community amenity spaces that provide opportunity for recreation and play and address the needs of all age groups likely to reside within the development.

The central terraced walkway is a community amenity that connects the upper and lower site. It has been designed to enhance the journey from Vancouver Ave and the upper units to the beach environment, capturing views and encouraging interaction between neighbours.

MF2. In an effort to promote community and social sustainability, multifamily developments should exhibit a preference for courtyard forms with views into them from ground-oriented ground floor units.

The upper amenity stair connector – provides much needed access across the site and encourages social interaction, and appreciation of views.

MF3. Amenity spaces should incorporate vegetation for the purposes of active and passive recreation and/or visual interest, and incorporate safe play areas in interior courtyards

The outdoor amenity spaces provide a 'landing point' for residents who venture to the beach area. There will be areas for washing off beach sand, sitting and socializing, as well as parking a bike, or engaging in board games in a wind sheltered environment.

PARKING

MF4. Visitor parking should be:

- *in public view,*
- *easily accessible near the main entry to the site, and*
- *clearly indicated by pavement markings and/or signs*

Visitor parking will not be in public view from the street but will be easily accessible once drivers have entered the site from Marina Way, Visitor parking spaces will be marked with line painting and/or signage.

MF5. Electric vehicle charging stations should be provided in larger developments.

2 electric vehicle charging stations will be provided – homeowners will have the option of upgrading with individual charging stations in their garages.

ATTRACTIVE ENTRIES

MF6. Entrances to apartment lobbies should be connected to adjacent sidewalks and provide seating, as well as clear pedestrian-oriented signage. Public art is also encouraged.

N/A for this development.

TALL BUILDINGS

MF7. Minimize shadowing on adjacent parks, public and private open spaces and priority pedestrian facilities.

N/A for this development.

MF8. Pay special attention to preserving or enhancing public views by:

- *providing public places with significant views that are visible and accessible from adjacent streets and sidewalks;*
- *minimizing impacts on adjacent public streets and open spaces by:*

» maintaining public, and – where feasible – existing private views (outlooks to the lakes and hillsides), and

» reducing perceived building bulk, e.g., by shaping towers so they read as 'point' towers rather than 'slab' towers.

N/A for this development.

MF9. To increase their attractiveness, taller buildings should demonstrate:

• high-quality cohesive design of form, materials and colour.

N/A for this development

MF10. To create a positive street presence and contribution to the public realm:

• Tall buildings will be designed with podiums of ground-oriented residential or commercial uses at grade and point towers above. This will provide continuous frontage along the street and ensure active uses at the ground level.

• Building masses of podiums should be substantially broken up at least every 48m (160 ft.) to vary the spatial experience for a passer-by every 30 seconds at normal walking speed.

N/A for this development.

MF11. In cases where there are multiple tall buildings in one area, a minimum distance of 9m (29.5 ft) between them is required to permit open amenity space uses. Allow for the future development of a tower on an adjacent site (if appropriate) by providing a sufficient setback from an interior property line to address separation between towers.

N/A for this development.

DOWNTOWN DEVELOPMENT PERMIT AREA GUIDELINES

SITE PLANNING

FRAMING SPACE

DT1. Public spaces should be designed to accommodate various needs for seasonal use and for all times of the day and night with appropriate consideration of public safety and health.

The architectural and landscape design enhances the pedestrian experience of the adjacent public areas and lighting and CPTED design principles have been employed in consideration of public safety.

DT2. Temporary parks are encouraged to animate vacant areas of the Downtown.

This item is not applicable to the proposed development.

DT3. Pocket parks and plazas in the downtown are encouraged to increase social spaces and vegetation in the Downtown. • New pocket parks and plazas should be encouraged as part of future development wherever appropriate, such as:

» In sidewalk upgrades for multifamily or mixed-use developments.

» In parking spaces, to allow temporary summer seating to be built and operated by the fronting business.

This item is not applicable to the proposed development.

WEATHER PROTECTION

DT4. Awnings and canopies are encouraged on all buildings with street-oriented retail at grade to form a sheltered environment for pedestrians. Other commercial, and multifamily apartment residential uses shall have awnings overtop of main entrances.

N/A for this development.

DT5. Awnings and canopies should be designed an extension of the architectural expression of the building façade.

N/A for this development.

DT6. Canopies should have a minimum vertical clearance of 2.75m measured from the sidewalk. Canopies should preferably extend out over the sidewalk by at least 1.8m while maintaining a minimum 0.6 m setback from the outer face of the curb.

N/A for this development.

DT7. Placement of awnings and canopies should balance weather protection with daylight penetration. Opaque canopies that run the full length of façades should be avoided.

N/A for this development.

SIGNAGE, LIGHTING, FURNITURE, PUBLIC ART

DT8. Incorporate branding for Downtown character areas (see Penticton's Downtown Plan) through design of signage, lighting, furniture, public art designs / standards.

This item is not applicable to the proposed development as it is located outside of the Downtown character area.

DT9. Lighting, signage, furniture and public art should be designed and located to enhance the entertainment experience and safety of the Downtown at night.

Many aspects of the design including lighting, will enhance the safety of the site area at all times of day or night.

DT10. Wayfinding signage orienting pedestrians to specific amenities and areas of interest (features, attractions and businesses) should be incorporated into larger/ corner lot developments and in public places.

N/A for this development.

Sincerely,

Kasian Architecture Interior Design and Planning Ltd

Katherine Robinson,
Architect AAA, Architect AIBC, NSAA, MRAIC, B.Arch
Managing Principal, Calgary

KR:kr

City of Penticton
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Development Variance Permit

Permit Number: DVP PL2023-9557

Owner Name
Owner Address

Conditions of Permit

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

2. This permit applies to:

   Legal: Legal description to be updated after lot consolidation

   Civic: Civic address to be updated after lot consolidation

   PID: PID to be updated after lot consolidation

3. This permit has been issued in accordance with Section 498 of the *Local Government Act*, to vary the following sections of Zoning Bylaw 2023-08 to allow for the construction of a 29-unit townhouse development, as shown in the plans attached in Schedule 'A':

   a. Section 5.4.2.1: to increase the height of a retaining wall within a required yard (east) from 1.2m to 2.48m, above approved grade.

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DVP PL2023-9557

General Conditions

4. In accordance with Section 501 of the *Local Government Act*, the lands subject to this permit shall be developed in general accordance with this permit and the plans attached as Schedule 'A'.

5. In accordance with Section 504 of the *Local Government Act*, if the holder of this permit does not commence the development authorized by this permit within 2 years of the date of this permit, this permit shall lapse.

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

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

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

Authorized by City Council, the ____ day of June, 2023.

Issued this ____ day of June, 2023.

_____

Angela Collison
Corporate Officer

DRAFT
DVP PL2023-9557

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Interrobang ?

Wildstone CONSTRUCTION GROUP

REV.	YYYY-MM-DD	REVISION / DRAWING ISSUE	REVIEW
13	2023-06-07	REISSUED FOR DEVELOPMENT PERMIT	
12	2023-06-02	ISSUED FOR REVIEW	
11	2023-06-01	REISSUED FOR DEVELOPMENT PERMIT	
10	2023-05-31	ISSUED FOR REVIEW	
9	2023-05-10	REISSUED FOR REVELOPMENT PERMIT	
8	2023-03-24	ISSUED FOR DEVELOPMENT PERMIT	
7	2023-03-10	ISSUED FOR REVIEW	
6	2023-02-10	ISSUED FOR REVIEW	
5	2023-01-27	ISSUED FOR REVIEW	
4	2023-01-17	ISSUED FOR REVIEW	
3	2022-06-04	ISSUED FOR DESIGN DEVELOPMENT	
2	2022-06-03	RE-DP	
1	2022-04-25	DEVELOPMENT PERMIT APPLICATION	

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PERMIT STAMP

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PROJECT

BEACH HOUSE
ON OKANAGAN LAKE

Marina Way, Penticton, BC

DRAWING TITLE

OVERALL SITE PLAN

DRAWING ISSUE

REISSUED FOR DEVELOPMENT PERMIT

PROJECT NO.	PLOT DATE	DRAWN
230122	2023-06-07	Author
	SCALE 1 : 200	REVIEWED Checker

DRAWING NO.	REVISION
A-1.02	13

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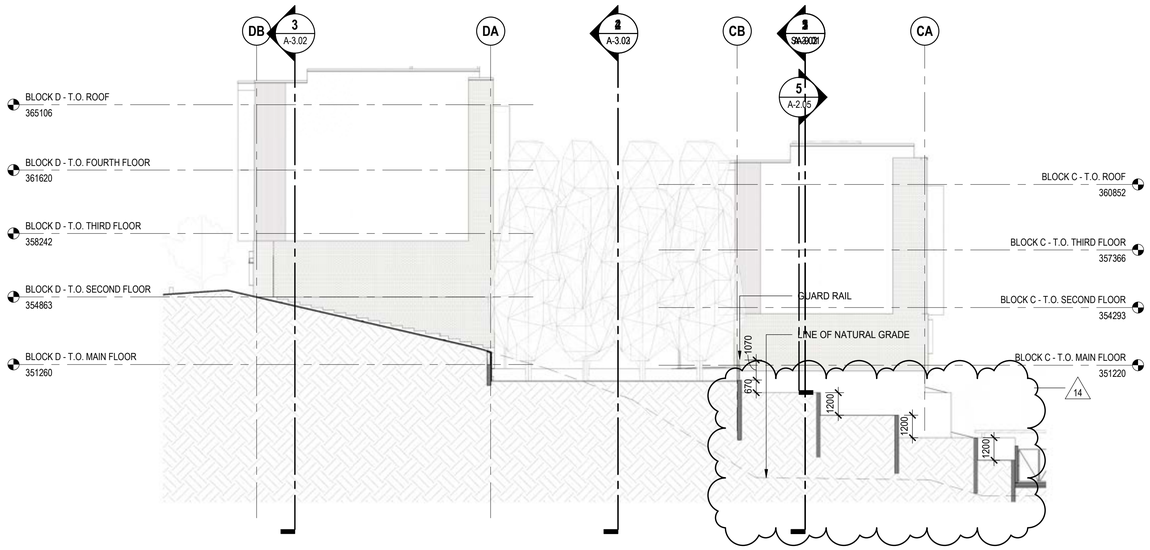

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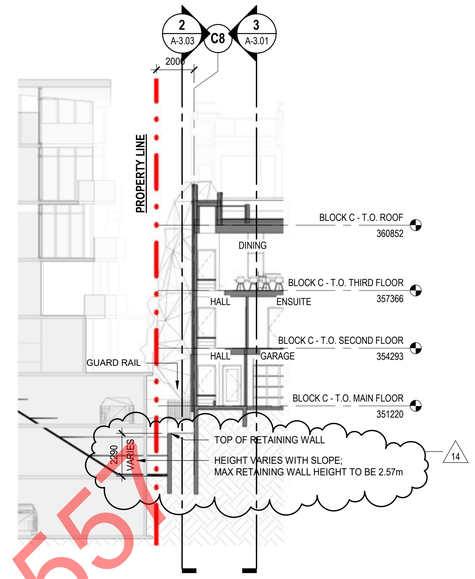

3 A-1.02 EAST WEST SECTION 1 RW
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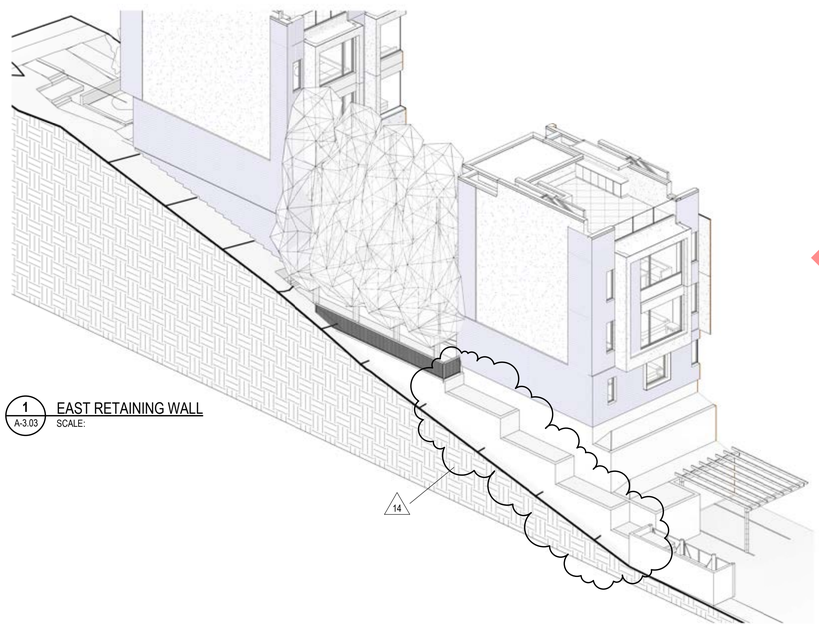

1 A-3.03 EAST RETAINING WALL
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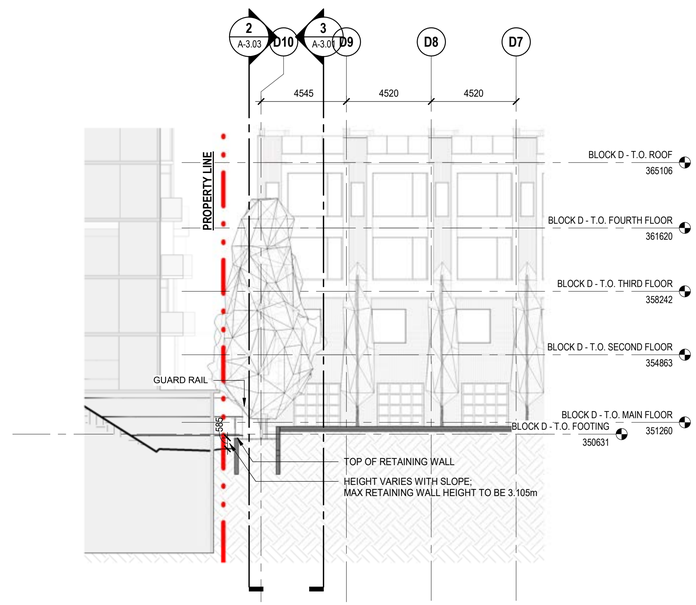

4 A-1.02 EAST WEST SECTION 2 RW
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PROJECT

BEACH HOUSE
ON OKANAGAN LAKE

Marina Way, Penticton, BC

DRAWING TITLE

SITE SECTIONS

DRAWING ISSUE

REISSUED FOR DEVELOPMENT PERMIT

PROJECT NO.	PLOT DATE	DRAWN
230122	2023-06-07	Author
	SCALE 1 : 150	REVIEWED Checker

DRAWING NO. A-3.03

REVISION 14

PAPERSIZE @ 100% SCALE: ARCH D (24 x 36 in.)
Autodesk Docs://230054 Marina Way/A_Marina Way Townhomes_230054_V22.rvt

1 A-1.04 BUILDING C - ELEVATION A NORTH
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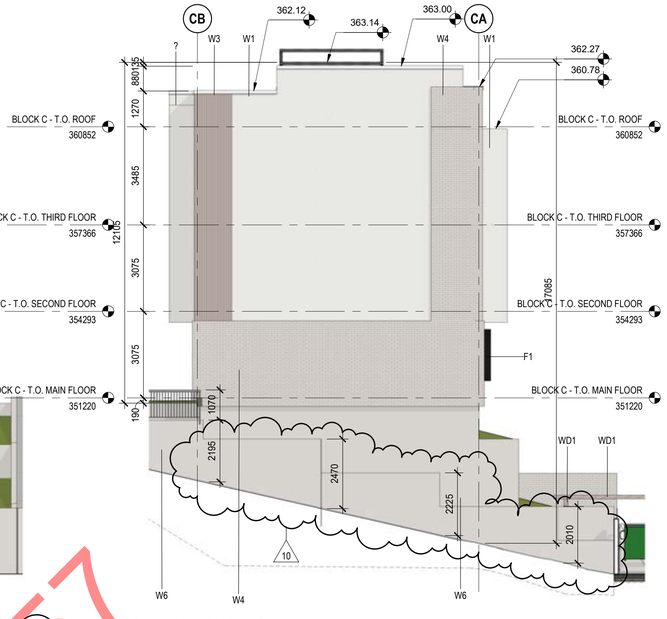
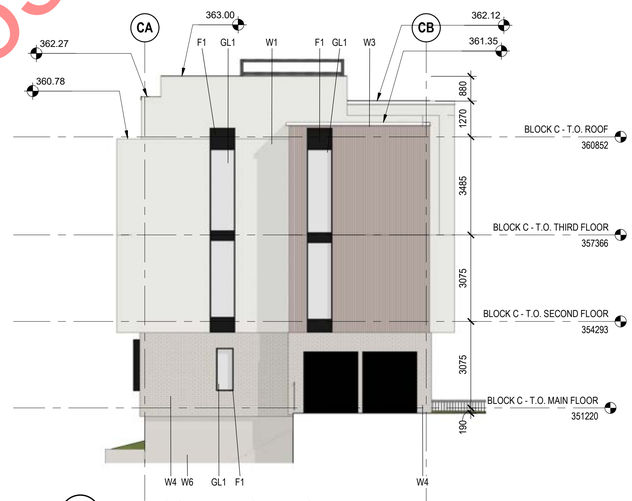


2 A-1.04 BUILDING C - ELEVATION B EAST
SCALE: 1 : 100

3 BUILDING C - ELEVATION C SOUTH
SCALE: 1 : 100



4 A-4.26 BUILDING C - ELEVATION D WEST
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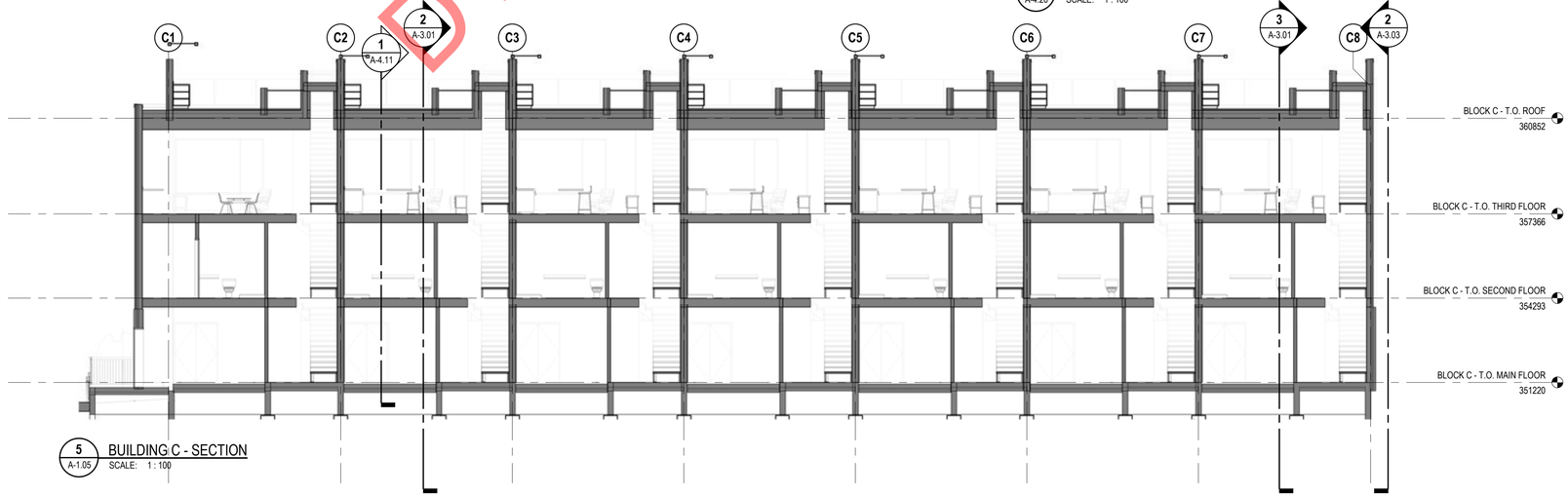

5 A-1.05 BUILDING C - SECTION
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MATERIAL LEGEND

W3	VERTICAL METAL PLANK - GREY FIR FINISH
W4	STACKED BOND BRICK MASONRY FINISH
W5	EXPOSED CONCRETE
W6	PAINTED CONCRETE
WD1	VERTICAL WOOD PLANK - GREY FIR
F1	WINDOW FRAME - BLACK ANODIZED ALUMINUM
GL1	GLAZING - LIGHT GREY
GL-2	GLAZING - FROSTED
D1	PAINTED METAL - MATTE BLACK
R2	RAILING FRAME - BLACK ANODIZED ALUMINUM

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Interrobang ?

Wildstone CONSTRUCTION GROUP

REV.	YYYY-MM-DD	REVISION / DRAWING ISSUE	REVIEW
10	2023-06-07	REISSUED FOR DEVELOPMENT PERMIT	
9	2023-06-02	ISSUED FOR REVIEW	
8	2023-06-01	REISSUED FOR DEVELOPMENT PERMIT	
7	2023-05-31	ISSUED FOR REVIEW	
6	2023-05-10	REISSUED FOR REVELOPMENT PERMIT	
5	2023-03-24	ISSUED FOR DEVELOPMENT PERMIT	
4	2023-03-10	ISSUED FOR REVIEW	
3	2023-02-10	ISSUED FOR REVIEW	
2	2023-01-27	ISSUED FOR REVIEW	
1	2023-01-17	ISSUED FOR REVIEW	

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PROJECT
BEACH HOUSE
ON OKANAGAN LAKE
Marina Way, Penticton, BC

DRAWING TITLE
ENLARGED ELEVATIONS / SECTION - BUILDING C

DRAWING ISSUE
REISSUED FOR DEVELOPMENT PERMIT

PROJECT NO.	PLOT DATE	DRAWN
230122	2023-06-07	Author
	SCALE: 1 : 100	REVIEWED: Checker

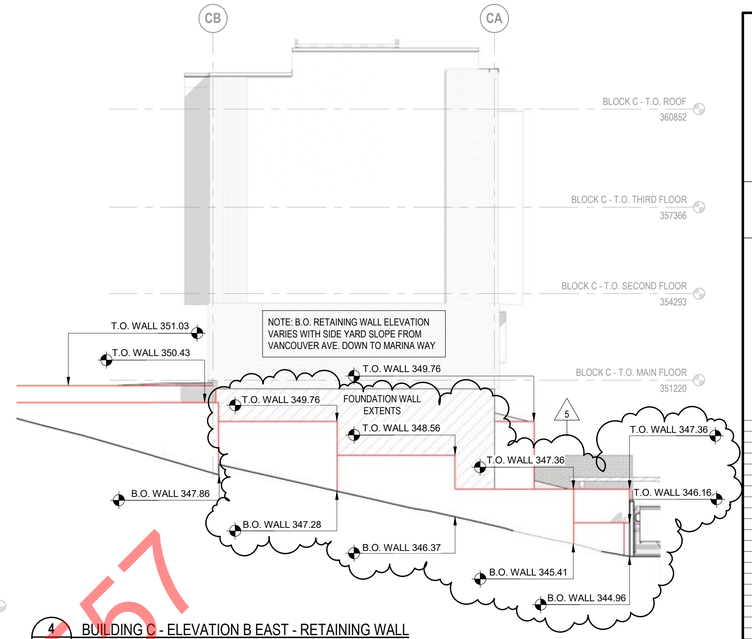
DRAWING NO. A-4.05
REVISION 10

PAPERSIZE @ 100% SCALE: ARCH D (24 x 36 in.)
Autodesk Docs://230054 Marina Way/A_Marina Way Townhomes_230054_V22.rvt

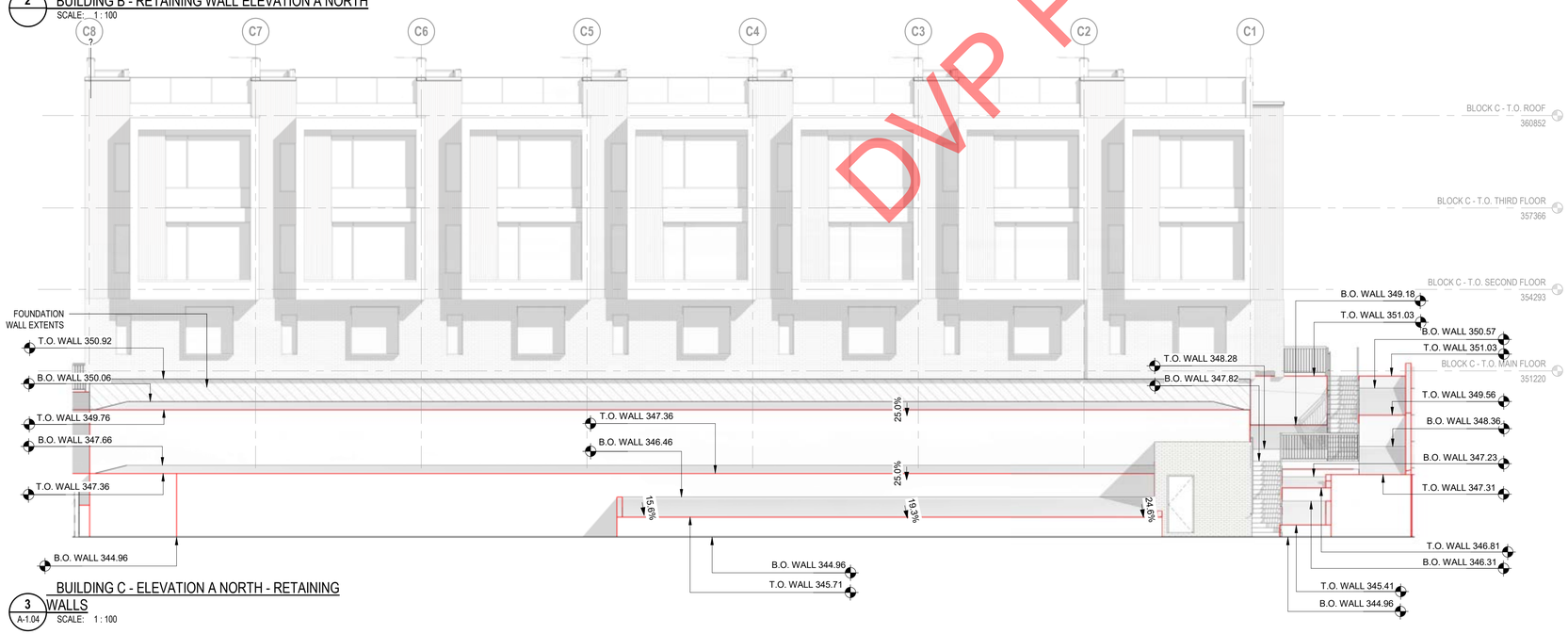
PAPERSIZE @ 100% SCALE ARCH D (24 x 36 in.)

1 BUILDING A - RETAINING WALL ELEVATION A NORTH
SCALE: 1 : 100

2 BUILDING B - RETAINING WALL ELEVATION A NORTH
SCALE: 1 : 100



4 A-1.04 BUILDING C - ELEVATION B EAST - RETAINING WALL
SCALE: 1 : 100

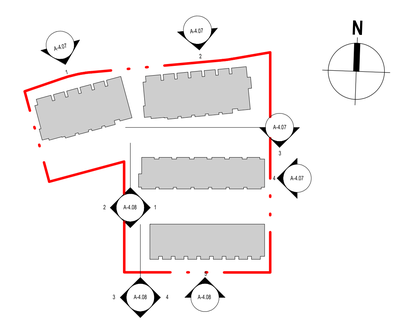


3 A-1.04 BUILDING C - ELEVATION A NORTH - RETAINING WALLS
SCALE: 1 : 100

LEGEND

	RETAINING WALL
T.O. WALL	TOP OF RETAINING WALL ELEVATION
B.O. WALL	BOTTOM OF RETAINING WALL ELEVATION

NOTE:
ALL RETAINING WALLS TO BE PAINTED FINISH (W6) UNLESS NOTED OTHERWISE



RETAINING WALL ELEVATION KEY PLAN
SCALE: 1 : 1000

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4	2023-06-02	ISSUED FOR REVIEW	
3	2023-06-01	REISSUED FOR DEVELOPMENT PERMIT	
2	2023-05-31	ISSUED FOR REVIEW	
1	2023-05-10	REISSUED FOR REVELOPMENT PERMIT	

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PROJECT
BEACH HOUSE
ON OKANAGAN LAKE
Marina Way, Penticton, BC

DRAWING TITLE
RETAINING WALL ELEVATIONS

DRAWING ISSUE
REISSUED FOR DEVELOPMENT PERMIT

PROJECT NO.	PLOT DATE	DRAWN
230122	2023-06-07	Author
	SCALE: As indicated	REVIEWED: Checker

DRAWING NO. A-4.07
REVISION 5

Autodesk Docs://230054 Marina Way/A_Marina Way Townhomes_230054_V22.rvt

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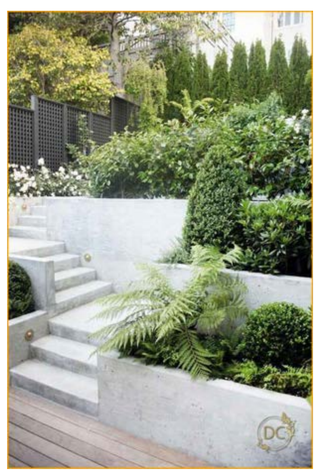
LANDSCAPE LEGEND

KEY	REF.	DESCRIPTION
	6,7 / LD-01	CONCRETE PAVING
7cm	5 / LD-01	FEATURE PAVERS
	8 / LD-01	HYDRAPRESSED SLAB
		DRIP STRIP
	1 / LD-01	PROPOSED TREE Refer to tree schedule
	2 / LD-01	SHRUB PLANTING
		PATH LIGHT
		WOOD PRIVACY FENCE



PLANT SCHEDULE

TREES	BOTANICAL / COMMON NAME	CONT	CAL	SIZE	QTY
	Acer palmatum / Japanese Maple	B&B	6cm		3
	Fagus sylvatica `Dawyck Gold` / European Beech	B&B	6cm		21
	Magnolia stellata / Star Magnolia	B&B	6cm		4
	Picea glauca / White Spruce	B&B		3.0m ht	4

IRRIGATION UTILITIES

KEY	REF.	DESCRIPTION
IR		IRRIGATION STUB-OUT Quick Coupler Location for Water/Washing To be Coordinated with Mechanical

1:150 0 1.5m 3 4.5 6 7.5 9 10.5 12 13.5 15 16.5 18 19.5 21 22.5

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MOUNT PLEASANT STUDIO
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Vancouver, BC
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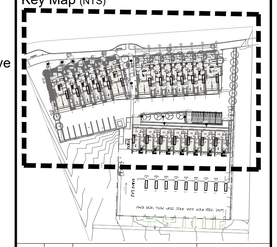
Key Map (NTS)



No.	By:	Description	Date
3	PC	Issued for DP resubmission	2023-05-31
2	PC	Issued for DP resubmission	2023-05-04
1	PC	Issued for DP	2023-03-27

REVISIONS TABLE FOR DRAWINGS

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No.	By:	Description	Date
1	PC	DP Resubmission Revision	June 6, 2023

REVISIONS TABLE FOR SHEET

Project:
Beach House Penticton

Location:
230 Marina way,
Penticton, B.C.

Drawn: DZ
Checked: PC
Approved: MVDZ
Scale: 1:150
Stamp:
Original Sheet Size: 24"x36"

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Drawing Title: LANDSCAPE PLAN-P1&L1

NORTH

VDZ Project #: DP2023-04

Drawing #: L-02

Z:\PROJECTS\DEVELOPMENT PERMIT\ACTIVE\DP2023-04 BEACH HOUSE PENTICTON\5. DWG\SHEETS\L-02 LANDSCAPE PLAN - P1.DWG

LANDSCAPE LEGEND

KEY	REF.	DESCRIPTION
	6,7 / LD-01	CONCRETE PAVING
Charcoal	5 / LD-01	FEATURE PAVERS
	8 / LD-01	HYDRAPRESSED SLAB
		DRIP STRIP
	1 / LD-01	PROPOSED TREE Refer to tree schedule
	2 / LD-01	SHRUB PLANTING
		GUARD RAIL
		WOOD PRIVACY FENCE

NOTE
Steps to follow grade and to provide access to ground units with no fall heights greater than 600mm

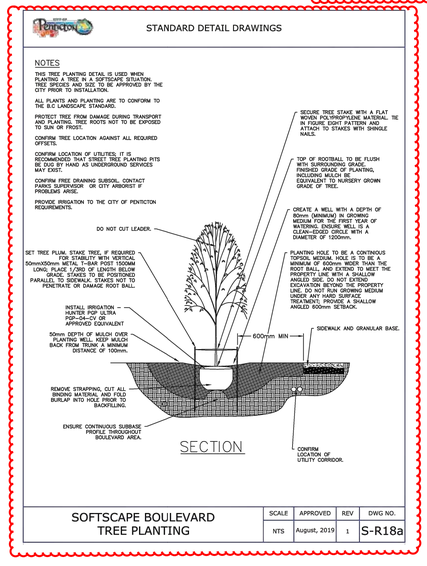
IRRIGATION UTILITIES

KEY	REF.	DESCRIPTION
IR		IRRIGATION STUB-OUT Quick Coupler Location for Water/Washing To be Coordinated with Mechanical

PLANT SCHEDULE

TREES	BOTANICAL / COMMON NAME	CONT	CAL	SIZE	QTY
	Fagus sylvatica `Dawyck Gold` / European Beech	B&B	6cm		20
	Magnolia stellata / Star Magnolia	B&B	6cm		9
	Picea glauca / White Spruce	B&B		3.0m ht	5

STREET TREE	BOTANICAL / COMMON NAME	CONT	CAL	SIZE	QTY
	Street Tree	B&B	6cm cal		1



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Vancouver, BC
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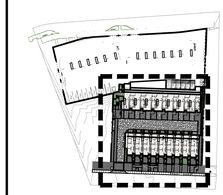
www.vdz.ca
604-882-0024

Key Map (NTS)



No.	By:	Description	Date
3	PC	Issued for DP resubmission	2023-05-31
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1	PC	Issued for DP	2023-03-27

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1	PC	DP Resubmission Revision	June 6, 2023

REVISIONS TABLE FOR SHEET

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NORTH

Drawing Title: LANDSCAPE PLAN-P1&L1

VDZ Project #: DP2023-04

Drawing #: L-03

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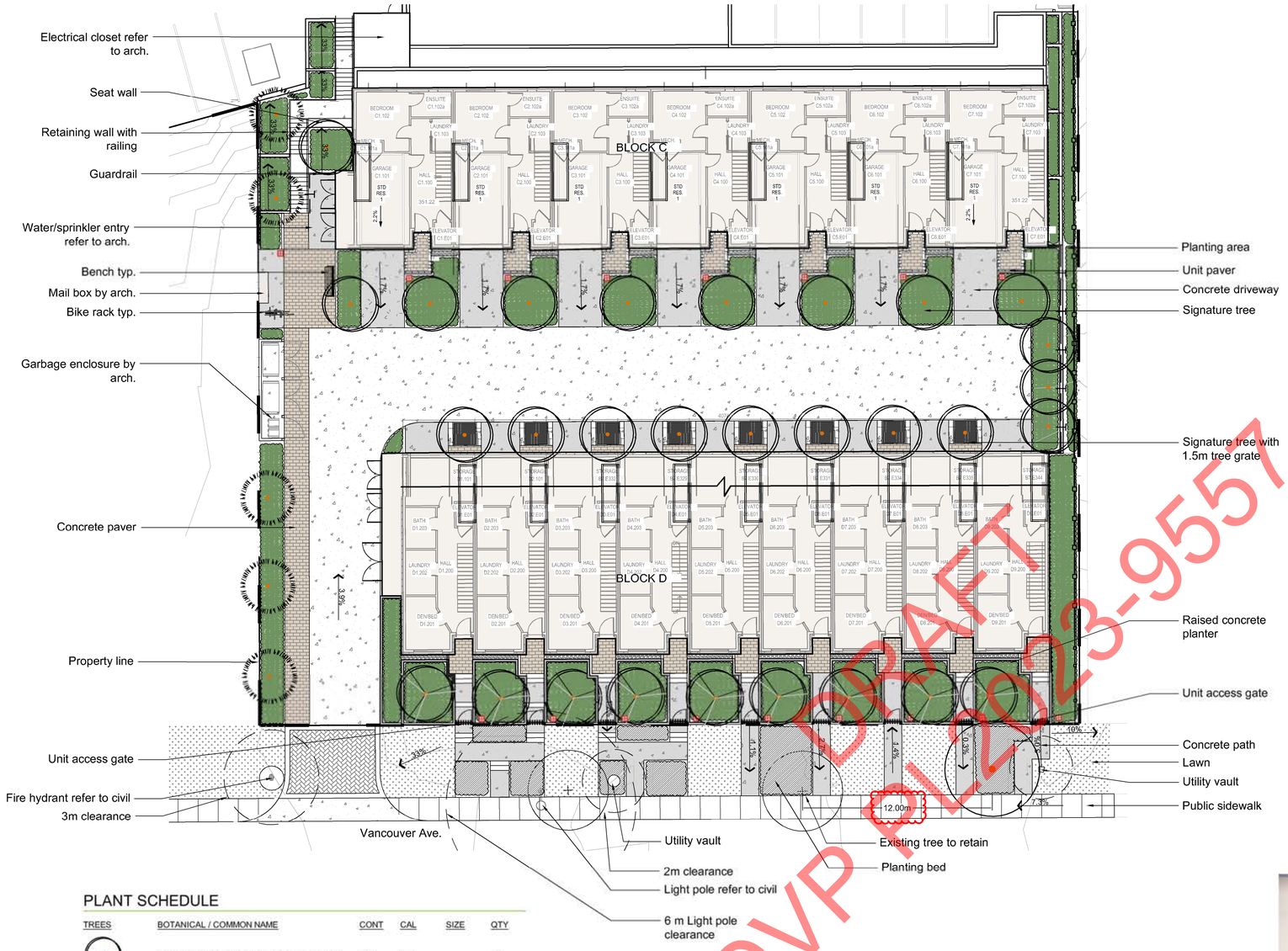

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LANDSCAPE LEGEND

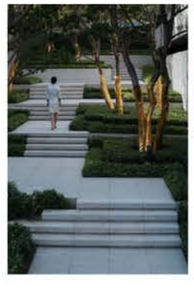
KEY	REF.	DESCRIPTION
	6,7 / LD-01	CONCRETE PAVING
Charcoal / Tan	5 / LD-01	FEATURE PAVERS
	8 / LD-01	HYDRAPRESSED SLAB
		DRIP STRIP
	1 / LD-01	PROPOSED TREE Refer to tree schedule
	2 / LD-01	SHRUB PLANTING
		GUARD RAIL
		WOOD PRIVACY FENCE

NOTE
Steps to follow grade and to provide access to ground units with no fall heights greater than 600mm

PLANT SCHEDULE

TREES	BOTANICAL / COMMON NAME	CONT	CAL	SIZE	QTY
	Fagus sylvatica 'Dawyck Gold' / European Beech	B&B	6cm		20
	Magnolia stellata / Star Magnolia	B&B	6cm		9
	Picea glauca / White Spruce	B&B		3.0m ht	5

STREET TREE	BOTANICAL / COMMON NAME	CONT	CAL	SIZE	QTY
	Street Tree	B&B	6cm cal		1



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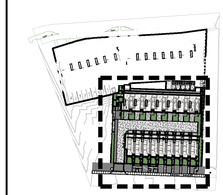
Key Map (NTS)



No.	By:	Description	Date
3	PC	Issued for DP resubmission	2023-05-31
2	PC	Issued for DP resubmission	2023-05-04
1	PC	Issued for DP	2023-03-27

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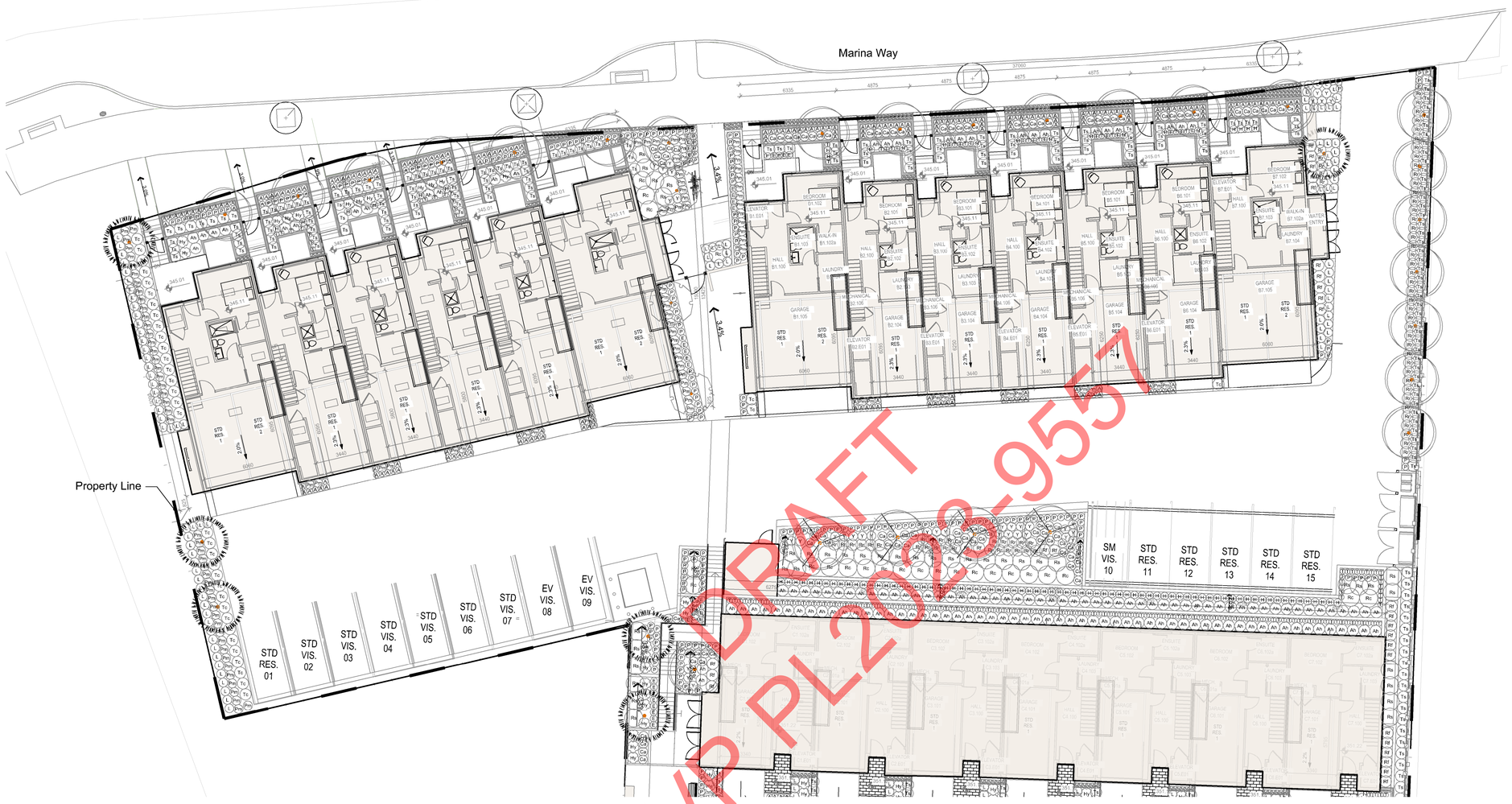
Drawing Title: LANDSCAPE PLAN-P1&L1

NORTH

VDZ Project #: DP2023-04

Drawing #: L-03

Z:\PROJECTS\DEVELOPMENT PERMIT\ACTIVE\DP2023-04 BEACH HOUSE PENTICTON\5. DWG\SHEETS\L-03 LANDSCAPE PLAN-L1.DWG



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1 PLANTING PLAN-P1
Scale 1:150

PLANT SCHEDULE PLANTING-P1

SHRUBS	BOTANICAL / COMMON NAME	CONT	SPACING	QTY
Ah	Azalea x 'Hino-white' / Hino White Kurume Azalea	#2	0,75m	140
Hy	Hydrangea paniculata `Limelight` / Limelight Panicle Hydrangea	#2	0,75m	14
L	Lavandula x intermedia `Phenomenal` / Lavender 'Phenomenal'	#2	0,6m	98
Pm	Pinus mugo 'Pumilio' / Dwarf Mugo Pine	#2	0,6m	112
Rc	Rhododendron catawbiense `Album` / White Catawba Rhododendron	#5	1,2m	23
Rf	Rhododendron x `Honey Butter" / Honey Butter Rhododendron	#3	0,75m	18
Rs	Ribes sanguineum / Red Flowering Currant	#2	1,2m	28
Rr	Rosa rugosa 'Alba' / White Rugosa Rose	#2	0,75m	72
Tc	Taxus cuspidata `Densiformis` / Dense Japanese Yew	#2	0,75m	36
Ts	Thuja occidentalis `Smaragd` / Emerald Green Arborvitae	1.5 m ht	0,75m	178
Y	Yucca recurvifolia / Spineless Yucca	#2	0,6m	35

GRASSES	BOTANICAL / COMMON NAME	CONT	SPACING	QTY
Ca	Calamagrostis x acutiflora 'Karl Foerster' / Karl Foerster Feather Reed Grass	#2	0,6m	88
P	Pennisetum alopecuroides 'Little Bunny' / Fountain Grass	#1	0,45m	192

PERENNIALS	BOTANICAL / COMMON NAME	CONT	SPACING	QTY
A	Armeria maritima 'Alba' / White Sea Thrift	#1	0,4m	228
E	Echinacea purpurea / Coneflower	#1	0,45m	28
H	Hosta x 'Catherine' / Catherine Hosta	#1	0,5m	97
T	Tiarella x `Sugar and Spice` / Sugar and Spice Foamflower	#1	0,35m	187

1:150 0 1.5m 3 4.5 6 7.5 9 10.5 12 13.5 15 16.5 18 19.5 21 22.5

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No.	By:	Description	Date
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2	PC	Issued for DP resubmission	2023-05-04
1	PC	Issued for DP	2023-03-27

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Checked: PC

Approved: MVDZ

Scale: 1:150

Stamp:

Original Sheet Size: 24"x36"

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Drawing Title: PLANTING PLAN-P1

NORTH

VDZ Project #: DP2023-04

Drawing #: L-06A

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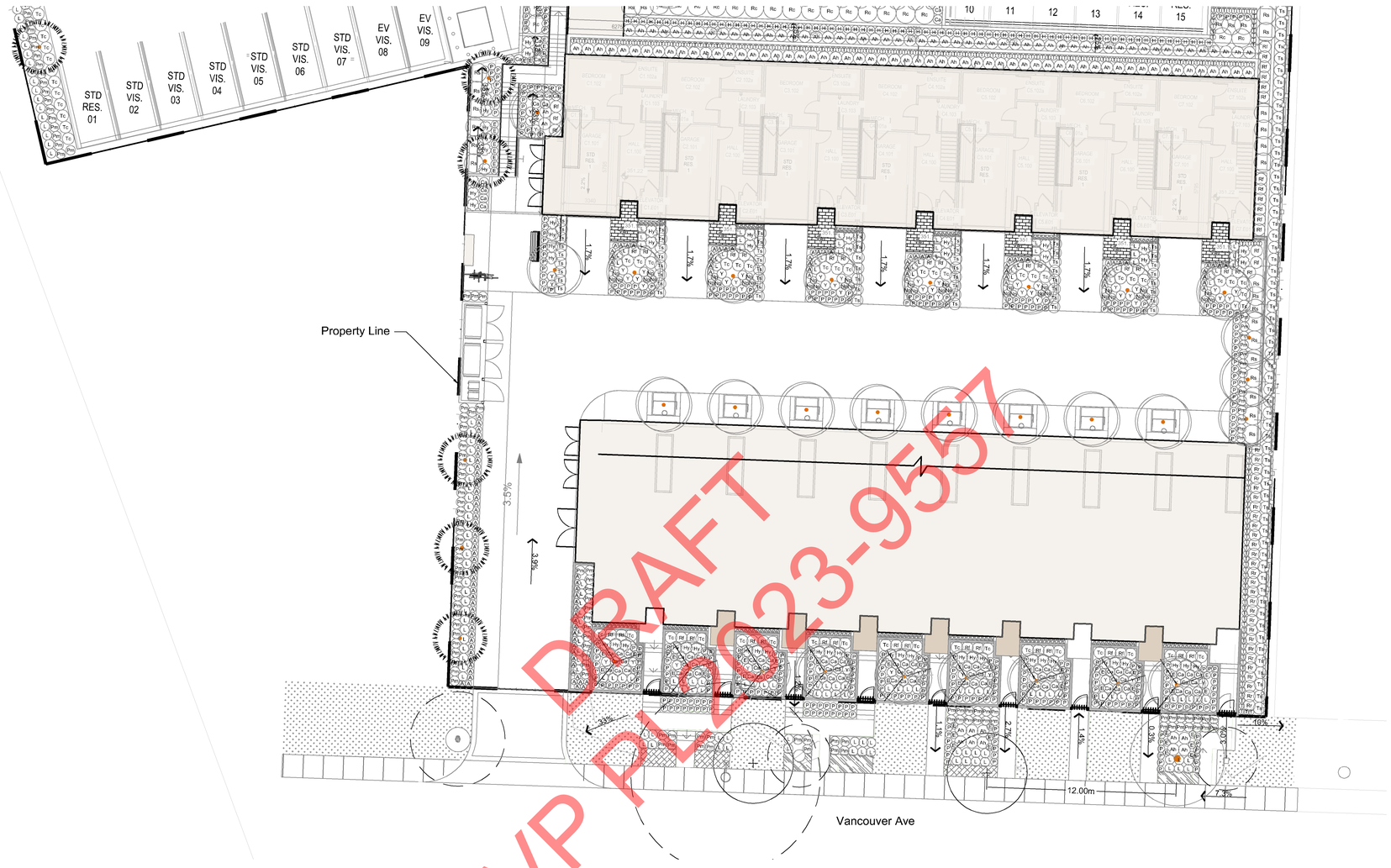

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1 PLANTING PLAN-L1
Scale 1:150

PLANT SCHEDULE PLANTING-L1

SHRUBS	BOTANICAL / COMMON NAME	CONT	SPACING	QTY
Ah	Azalea x 'Hino-white' / Hino White Kurume Azalea	#2	0,75m	2
Hy	Hydrangea paniculata 'Limelight' / Limelight Panicle Hydrangea	#2	0,75m	55
L	Lavandula x intermedia 'Phenomenal' / Lavender 'Phenomenal'	#2	0,6m	97
Np	Nandina domestica 'Fire Power' / Firepower Nandina	#2	0,45m	39
Pm	Pinus mugo 'Pumilio' / Dwarf Mugo Pine	#2	0,6m	62
Rf	Rhododendron x 'Honey Butter' / Honey Butter Rhododendron	#3	0,75m	46
Rs	Ribes sanguineum / Red Flowering Currant	#2	1,2m	20
Rr	Rosa rugosa 'Alba' / White Rugosa Rose	#2	0,75m	28
Tc	Taxus cuspidata 'Densiformis' / Dense Japanese Yew	#2	0,75m	41
Ts	Thuja occidentalis 'Smaragd' / Emerald Green Arborvitae	1.5 m ht	0,75m	109
Y	Yucca recurvifolia / Spineless Yucca	#2	0,6m	58
GRASSES	**BOTANICAL / COMMON NAME**	**CONT**	**SPACING**	**QTY**
Ca	Calamagrostis x acutiflora 'Karl Foerster' / Karl Foerster Feather Reed Grass	#2	0,6m	82
P	Pennisetum alopecuroides 'Little Bunny' / Fountain Grass	#1	0,45m	311
PERENNIALS	**BOTANICAL / COMMON NAME**	**CONT**	**SPACING**	**QTY**
A	Armeria maritima 'Alba' / White Sea Thrift	#1	0,4m	123
E	Echinacea purpurea / Coneflower	#1	0,45m	44
T	Tiarella x 'Sugar and Spice' / Sugar and Spice Foamflower	#1	0,35m	55

PLANT SCHEDULE OFFSITE

SHRUBS	BOTANICAL / COMMON NAME	CONT	SPACING	QTY
Ah	Azalea x 'Hino-white' / Hino White Kurume Azalea	#2	0,75m	10
L	Lavandula x intermedia 'Phenomenal' / Lavender 'Phenomenal'	#2	0,6m	30
Pm	Pinus mugo 'Pumilio' / Dwarf Mugo Pine	#2	0,6m	41
GRASSES	**BOTANICAL / COMMON NAME**	**CONT**	**SPACING**	**QTY**
P	Pennisetum alopecuroides 'Little Bunny' / Fountain Grass	#1	0,45m	56
PERENNIALS	**BOTANICAL / COMMON NAME**	**CONT**	**SPACING**	**QTY**
E	Echinacea purpurea / Coneflower	#1	0,45m	12
GROUND COVERS	**BOTANICAL / COMMON NAME**	**CONT**	**SPACING**	**QTY**
	Erica carnea 'Springwood Pink' / Springwood Pink Winter Heath	#1		7,7 m²
	Erica carnea 'Springwood White' / White Spring Winter Heath	#1		6,8 m²

1:150 0 1.5m 3 4.5 6 7.5 9 10.5 12 13.5 15 16.5 18 19.5 21 22.5

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LANDSCAPE ARCHITECTURE | CIVIL ENGINEERING | URBAN FORESTRY
FORT LANGLEY STUDIO
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Fort Langley, BC
V1M 2R8
MOUNT PLEASANT STUDIO
102-355 Kingsway
Vancouver, BC
V5T 3J7
www.vdz.ca 604-882-0024

No.	By:	Description	Date
3	PC	Issued for DP resubmission	2023-05-31
2	PC	Issued for DP resubmission	2023-05-04
1	PC	Issued for DP	2023-03-27

REVISIONS TABLE FOR DRAWINGS

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No.	By:	Description	Date

REVISIONS TABLE FOR SHEET

Project:
Beach House Penticton

Location:
230 Marina way,
Penticton, B.C.

Drawn: DZ

Checked: PC

Approved: MVDZ

Scale: 1:150

Stamp:

Original Sheet Size: 24"x36"

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Drawing Title: PLANTING PLAN-L1

NORTH

VDZ Project #: DP2023-04

Drawing #: B

Z:\PROJECTS\DEVELOPMENT PERMIT\ACTIVE\DP2023-04 BEACH HOUSE PENTICTON\3. DWG\SHEETS\L-06A PLANTING TEMPLATE.DWG

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

Development Permit

Permit Number: DP PL2023-9553

Owner Name
Owner Address

Conditions of Permit

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

2. This permit applies to:

   Legal: Legal description to be updated after lot consolidation

   Civic: Civic address to be updated after lot consolidation

   PID: PID to be updated after lot consolidation

3. This permit has been issued in accordance with Section 489 of the *Local Government Act*, to permit the construction of a 29-unit townhouse development as shown in the plans attached in Schedule 'A'.

4. In accordance with Section 502 of the Local Government Act a deposit or irrevocable letter of credit, in the amount of $_____ must be deposited prior to, or in conjunction with, an application for a building permit for the development authorized by this permit. The City may apply all or part of the above-noted security in accordance with Section 502 of the Local Government Act, to undertake works or other activities required to:

   a. correct an unsafe condition that has resulted from a contravention of this permit,

   b. satisfy the landscaping requirements of this permit as shown in Schedule 'A' or otherwise required by this permit, or

   c. repair damage to the natural environment that has resulted from a contravention of this permit.

5. The holder of this permit shall be eligible for a refund of the security described under Condition 4 only if:

   a. The permit has lapsed as described under Condition 8, or

   b. A completion certificate has been issued by the Building Inspection Department and the Director of Development Services is satisfied that the conditions of this permit have been met.

6. Upon completion of the development authorized by this permit, an application for release of securities (Landscape Inspection & Refund Request) must be submitted to the Planning Department. Staff may carry out inspections of the development to ensure the conditions of this permit have been met. Inspection fees may be withheld from the security in accordance with the City of Penticton Fees and Charges Bylaw (as amended from time to time).

DRAFT
DP PL2023-9553

General Conditions

7. In accordance with Section 501(2) of the *Local Government Act*, the lands subject to this permit shall be developed in general accordance with this permit and the plans attached as Schedule 'A'.

8. In accordance with Section 504 of the *Local Government Act,* if the holder of this permit does not commence the development authorized by this permit within 2 years of the date of this permit, this permit shall lapse.

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

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

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

Authorized by City Council, the _____ day of June, 2023.

Issued this _____ day of June, 2023.

_____

Angela Collison
Corporate Officer

DRAFT
DP PL2023-9553

BEACH HOUSE

PENTICTON, BC

2023-06-07

REISSUED FOR DEVELOPMENT PERMIT

THE AIREY GROUP

Wildstone CONSTRUCTION GROUP

WILDSTONE CONSTRUCTION GROUP

kasian

KASIAN ARCHITECTURE, INTERIOR DESIGN AND PLANNING

PAPERSIZE @ 100% SCALE: ARCH D (24 x 36 in.)

DRAWING LIST

ARCHITECTURAL	
A-0.00	COVER PAGE
A-0.03	PROJECT STATISTICS
A-0.04	BUILDING CODE REVIEW
A-0.05	CONTEXTUAL SITE IMAGES
A-0.06	PROJECT RENDERINGS - SHEET 1
A-0.07	PROJECT RENDERINGS - SHEET 2
A-0.08	PROJECT RENDERINGS - SHEET 3
A-0.09	CONSTRUCTION ASSEMBLIES
A-1.01	CONTEXT/LOCATION PLAN
A-1.02	OVERALL SITE PLAN
A-1.03	SITE SURVEY
A-1.05	RETAINING WALL PLAN
A-2.01	FLOOR PLAN - BLOCK A
A-2.02	FLOOR PLAN - BLOCK B, LEVELS 1-2
A-2.03	FLOOR PLAN - BLOCK B, LEVELS 3-ROOF
A-2.05	FLOOR PLAN - BLOCK C, LEVELS 1-2
A-2.06	FLOOR PLAN - BLOCK C, LEVELS 3-ROOF
A-2.07	FLOOR PLAN - BLOCK D, LEVELS 1-2
A-2.08	FLOOR PLAN - BLOCK D, LEVELS 3-ROOF
A-3.01	SITE SECTIONS
A-3.02	SITE SECTIONS
A-3.03	SITE SECTIONS
A-4.01	OVERALL ELEVATION - NORTH & SOUTH
A-4.03	ENLARGED ELEVATIONS / SECTION - BUILDING A
A-4.04	ENLARGED ELEVATIONS / SECTION - BUILDING B
A-4.05	ENLARGED ELEVATIONS / SECTION - BUILDING C
A-4.06	ENLARGED ELEVATIONS / SECTION - BUILDING D
A-4.07	RETAINING WALL ELEVATIONS
A-4.08	RETAINING WALL ELEVATIONS
A-7.04	AMENITY FLOOR
A-9.01	EAST YARD RETAINING WALL OPTIONS
A-9.02	BLOCK C RETAINING WALL OPTIONS
A-9.03	BLOCK D RETAINING WALL

PROJECT INFORMATION

PROJECT ADDRESS: **230 MARINA WAY DEVELOPMENT, PENTICTON, BC**

LEGAL ADDRESS:
- LOT 1 SHOWN ON PLAN B5470 DISTRICT LOT 202 SIMILKAMEEN DIVISION YALE DISTRICT PLAN 3218 - GROUND ORIENTED RESIDENTIAL
- LOT 3 DISTRICT LOT 202 SIMILKAMEEN DIVISION YALE DISTRICT PLAN KAP79185 - GROUND ORIENTED RESIDENTIAL
- LOT 3 DISTRICT LOT 202 SIMILKAMEEN DIVISION YALE DISTRICT PLAN 3219 - DOWNTOWN MIXED USE
- LOT A DISTRICT LOT 202 SIMILKAMEEN DIVISION YALE DISTRICT PLAN KAP85185 - DOWNTOWN MIXED USE
- LOT A DISTRICT LOT 202 SIMILKAMEEN DIVISION YALE DISTRICT PLAN KAP82861 - DOWNTOWN MIXED USE

PROPOSED ZONING: **C9**

PROPOSED USES: **APARTMENT/TOWNHOUSE**

PROPOSED STOREYS:
BLOCK A - 3 STOREYS - 12.7m
BLOCK B - 3 STOREYS - 12.6m
BLOCK C - 3 STOREYS - 17.2m
BLOCK D - 4 STOREYS - 16.4m

SITE AREA: **4,951m²**

BLOCK A

UNIT TYPE AND AREA (m2)	LEVEL 1	LEVEL 2	LEVEL 3	UNIT AREA (m2)	# OF UNITS	FLOOR AREA (m2)
PLAN A1	48.1	78.3	91.3	217.7	1	217.7
PLAN A2	47.8	75.0	89.7	212.5	1	212.5
PLAN B	38.8	62.5	71.1	172.6	4	690.3
TOTAL					**6**	**1120.44**

BLOCK B

UNIT TYPE AND AREA (m2)	LEVEL 1	LEVEL 2	LEVEL 3	UNIT AREA (m2)	# OF UNITS	FLOOR AREA (m2)
PLAN A1	47.8	78.3	91.2	217.3	1	217.3
PLAN A2	47.8	75.0	89.7	212.5	1	212.5
PLAN B	38.7	62.5	71.1	172.3	5	861.3
TOTAL					**7**	**1291.08**

BLOCK C

UNIT TYPE AND AREA (m2)	LEVEL 1	LEVEL 2	LEVEL 3	UNIT AREA (m2)	# OF UNITS	FLOOR AREA (m2)
PLAN D	69.2	41.5	7.0	117.6	7	823.3
TOTAL					**7**	**823.25**

BLOCK D

UNIT TYPE AND AREA (m2)	LEVEL 1	LEVEL 2	LEVEL 3	LEVEL 4	UNIT AREA (m2)	# OF UNITS	FLOOR AREA (m2)
PLAN E	57.0	61.1	54.2	61.3	233.5	9	2101.4
TOTAL						**9**	**2101.37**

FAR CALCULATION	
NET FLOOR AREA	5336.14
LOT AREA	4951.22
FAR	**1.08**

# OF UNITS	
29	

AMENITY SPACE			
AREA PER UNIT (m2)	# OF UNITS	REQ. AREA (m2)	PROPOSED AREA (m2)
5.00	29	145.00	1504.67

DEVELOPMENT REGULATIONS

PENTICTON ZONING BYLAW 11.9.2

		PERMITTED/REQ.	PROPOSED			
MINIMUM LOT WIDTH		30m	51.6m			
MINIMUM LOT AREA		550m²	4,951m²			
MAXIMUM LOT COVERAGE		60%	**51%**			
MAXIMUM DENSITY		1.75 FAR	**1.08 FAR**			
MAXIMUM HEIGHT		24m	**17.2m**			
MINIMUM FRONT YARD						
	MARINA WAY	1m	**1m**			
	VANCOUVER AVE	4m	**4m**			
MINIMUM SIDE YARD						
	MARINA WAY		EAST		WEST	
	INTERIOR	0m	**1.20m**		**6.57m**	
	VANCOUVER AVE		BLOCK C		BLOCK D	
			EAST	WEST	EAST	WEST
	INTERIOR	2m	**2.00m**	**4.86m**	**2.00m**	**7.60m**
MINIMUM REAR YARD		0m	**N/A**			

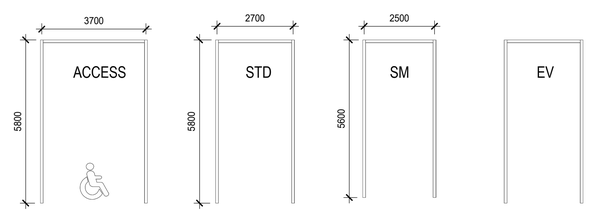
PENTICTON ZONING BYLAW 11.9.3

A MINIMUM AREA OF 5.0 M² OF AMENITY SPACE SHALL BE PROVIDED PER DWELLING UNIT.	505m² REQUIRED	**1505m²** PROPOSED PRIVATE AMENITY SPACE

PENTICTON ZONING BYLAW 6.5 REQUIREMENT

	STALLS PER UNIT	# OF UNITS	REQUIRED		PROPOSED
RESIDENT PARKING	1	29	29		**48**
VISITOR PARKING	0.25	29	8		**8**
		TOTAL	37		**56**
ACCESSIBLE PARKING	21-50 TOTAL REQUIRED PARKING...		2		**2**
C1 BICYCLE PARKING	0.5	29	15		**34**
C2 BICYCLE PARKING	0.1	29	3		**4**
		TOTAL	18		**38**

PARKING SYMBOL LEGEND



PERSON WITH DISABILITY STALL SIZE | **STANDARD STALL** | **SMALL CAR STALL** | **STALLS WITH EV CHARGING**

DRAFT
DP PL2023-9553

Kasian
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1500 West Georgia Street, Suite 1685
Vancouver, BC Canada V6G 2Z6
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www.kasian.com

Interrobang?

Wildstone CONSTRUCTION GROUP

REV.	YYYY-MM-DD	REVISION / DRAWING ISSUE	REVIEW
12	2023-06-02	ISSUED FOR REVIEW	
11	2023-06-01	REISSUED FOR DEVELOPMENT PERMIT	
10	2023-05-31	ISSUED FOR REVIEW	
9	2023-05-10	REISSUED FOR REVELOPMENT PERMIT	
8	2023-03-24	ISSUED FOR DEVELOPMENT PERMIT	
7	2023-03-10	ISSUED FOR REVIEW	
6	2023-02-10	ISSUED FOR REVIEW	
5	2023-01-27	ISSUED FOR REVIEW	
4	2023-01-17	ISSUED FOR REVIEW	
3	2022-06-04	ISSUED FOR DESIGN DEVELOPMENT	
2	2022-06-03	RE-DP	
1	2022-04-25	DEVELOPMENT PERMIT APPLICATION	

CONSULTANT

PERMIT STAMP

SEAL

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PROJECT
BEACH HOUSE
ON OKANAGAN LAKE
Marina Way, Penticton, BC

DRAWING TITLE
PROJECT STATISTICS

DRAWING ISSUE
ISSUED FOR REVIEW

PROJECT NO.	PLOT DATE	DRAWN
230122	2023-06-02	Author
	SCALE: As indicated	REVIEWED: Checker

DRAWING NO. **A-0.03**
REVISION 12

Autodesk Docs://230054 Marina Way/A_Marina Way Townhomes_230054_V22.rvt

PAPERSIZE @ 100% SCALE ARCH D (24 x 36 in.)

BUILDING CODE REVIEW BC BUILDING CODE 2018								
BUILDING NAME		**BLOCK A**		**BLOCK B**		**BLOCK C**		**BLOCK D**
HEIGHT, AREA AND OCCUPANCY CLASSIFICATION								
CLASSIFICATION	9.10.2.1	GROUP C, RESIDENTIAL OCCUPANCY (PART 9)	9.10.2.1	GROUP C, RESIDENTIAL OCCUPANCY (PART 9)	9.10.2.1	GROUP C, RESIDENTIAL OCCUPANCY (PART 9)	9.10.2.1	GROUP C, RESIDENTIAL OCCUPANCY (PART 9)
NUMBER OF STOREYS		ABOVE GRADE: THREE (3) BELOW GRADE: ZERO (O)		ABOVE GRADE: THREE (3) BELOW GRADE: ZERO (O)		ABOVE GRADE: THREE (3) BELOW GRADE: ZERO (O)		ABOVE GRADE: FOUR (4) BELOW GRADE: ZERO (O)
PROPOSED BUILDING AREA		466 m2; 5016 sqft (TOTAL OF 6 UNITS)		536m2; 5,770 sqft (TOTAL OF 7 UNITS)		485 m2; 5216 sqft (TOTAL OF 7 UNITS)		550 m2; 5918 sqft (TOTAL OF 9 UNITS)
BUILDING HEIGHT		THREE STOREYS - 12.08m		THREE STOREYS - 12.08m		THREE STOREYS - 12.00m	9.10.4.3.(1).	FOUR (4) STOREYS - 16.44 m
MEZZANINES		NO		0 NO		NO		NO
GENERAL CONSTRUCTION REQUIREMENTS								
CONSTRUCTION TYPE		COMBUSTIBLE						
SPRINKLER SYSTEM		PROVIDED (NOT REQUIRED)						
STANDPIPE SYSTEM		NOT REQUIRED						
FIRE ALARM SYSTEM		NOT REQUIRED						
BASEMENT STORAGE GARAGES		NOT REQUIRED					9.10.4.3.(1)	WHERE A BASEMENT IS USED PRIMARILY AS A STORAGE GARAGE, THE BASEMENT IS PERMITTED TO BE CONSIDERED AS A SEPARATE BUILDING FOR THE PURPOSES OF THIS SECTION PROVIDED THE FLOOR ABOVE THE BASEMENT AND THE EXTERIOR WALLS OF THE BASEMENT ABOVE THE ADJOINING GROUND LEVEL ARE CONSTRUCTED AS FIRE SEPARATIONS OF MASONRY OR CONCRETE HAVING A FIRE-RESISTANCE RATING OF NOT LESS THAN 2 H, EXCEPT AS PERMITTED BY SENTENCES 3.2.1.2.(2) AND (3)
FLOOR RESISTANCE RATING	9.10.8.10.(a) 3.2.2.54.(4)	NOT REQUIRED					9.10.4.3.(1)	2 HR BETWEEN BASEMENT AND MAIN FLOOR
LOADBEARING STRUCTURES FIRE RESISTANCE RATING	9.10.8.3	EQUAL TO SUPPORTED ASSEMBLY						
ROOF FIRE RESISTANCE RATING	9.10.8.7	45 min WHERE ROOF HAS OCCUPANCY						
INERIOR FIRE SEPARATION								
BETWEEN DWELLING UNITS	9.10.9.14.(3)	1 HOUR						
MECH. RM SERVING ENTIRE BLDG	9.10.10.4.(2)	NOT REQUIRED						
EGRESS AND EXITING								
TRAVEL DISTANCE	9.9.8.2.(1)(C)	30m						
EGGRESS FROM DWELLING UNITS	9.9.9.1.(2)	WHERE NO DWELING UNIT IS LOCATED ABOVE OR BELOW ANOTHER SUITE, TRAVEL LIMIT IN DWELLING UNIT TO EXIT MAY EXCEED 1 STOREY WHERE THAT FLOOR LEVEL IS SERVED BY OPENABLE WINDOW NOT LESS THAN 1m HIGH BY 0.55m WIDE, AND NOT LOCATED MORE THAN 1m ABOVE FLOOR AND NOT MORE THAN 7m ABOVE ADJACENT GROUND LEVEL						
	9.9.9.1.(3)	TRAVEL LIMIT FROM FLOOR LEVEL TO AN EXIT MAY EXCEED 1 STOREY WHERE THAT FLOOR LEVEL HAS DIRECT ACCESS TO BALCONY.						
NUMBER OF EXITS	9.9.8.2.(1)	2 EXITS PER DWELLING						
EXIT DOOR CLEARANCE	9.8.2.1.(2)	STAIRS: 860mm						
	9.9.6.3.(2)	EXIT/ENTRANCE DOORS: 800mm						
TREAD AND RISERS	9.8.4.1	STEPS REQUIRE MINIMUM RISE 125mm AND MAXIMUM RISE 200mm						
		STEPS REQUIRE MINIMUM RUN OF 255mm AND A MAXIMUM RUN OF 355mm						
LANDING	9.8.6.3	WIDTH AND LENGTH OF A LANDING IS REQUIRED TO BE AT LEAST THE SAME WIDTH AS THE STAIRS						
BEDROOM EGRESS WINDOWS	9.9.10.1	EACH BEDROOM WILL BE PROVIDED WITH AN EGRESS WINDOW: A. UNOBSTRUCTED OPENING OF AT LEAST 0.35M2 WITH NO DIMENSION LESS THAN 380mm B. WINDOW MAINTAINS THE REQUIRED OPENING DURING AN EMERGENCY WITHOUT THE NEED FOR ADDITIONAL SUPPORT C. WINDOWS THAT OPEN INTO WINDOW WELLS WILL HAVE A CLEARNCE OF AT LEAST 760mm IN FRONT OF THE WINDOW						
SOFFITS	9.10.14.5.12	WHERE ROOF SOFFITS PROJECT TO LESS THAN 1.2m FROM THE PROPERTY LINE, THEY SHALL HAVE NO OPENING AND BE PROTECTED BY: A. 0.38mm SHEET STEEL OR B. UNVENTED ALUMINUM PER CAN/CGSB- 93.2-M OR C. 12.7mm GYPSUM SOFFIT BOARD PER CSA A82.31-M, OR D. 11mm THICK PLYWOOD, OR E. 12.5mm THICK OSB OR WAFERBOARD, OR F. 11mm THICK LUMBER						
BARRIER- FREE ACCESSIBILITY								
	3.8.2.1. (1)(a)	NOT REQUIRED						
SPATIAL SEPARATIONS								
OPENING IN EXPOSING BUILDING FACE	9.10.15.4	UNPROTECTED OPENINGS ARE PERMITTED TO CONFORM TO SUBSECTION 3.2.3.1.-D WITH CALCULATIONS BASED ON TABLE 3.2.3.1.-D						

BLOCK A
BASED ON TABLE 3.2.3.1.-D

BLDG FACE	EXPOSING BLDG FACE AREA (m2)	LIMITING DISTANCE - LD (m)	PERMITTED UNPROTECTED OPENINGS (%)	ACTUAL UNPROTECTED OPENINGS (%)	REQUIRED FRR	CONSTRUCTION REQUIREMENTS	CLADDING REQUIRED
A1	69.21	17.32	100.0%	44.2%	-	COMBUSTIBLE OR NON-COMBUSTIBLE	COMBUSTIBLE OR NON-COMBUSTIBLE
A2	48.20	16.58	100.0%	46.5%	-	COMBUSTIBLE OR NON-COMBUSTIBLE	COMBUSTIBLE OR NON-COMBUSTIBLE
A3	74.25	13.20	100.0%	44.1%	-	COMBUSTIBLE OR NON-COMBUSTIBLE	COMBUSTIBLE OR NON-COMBUSTIBLE
A4	140.69	1.51	14.4%	2.8%	-	COMBUSTIBLE OR NON-COMBUSTIBLE	COMBUSTIBLE OR NON-COMBUSTIBLE
A5	76.86	14.15	100.0%	43.3%	-	COMBUSTIBLE OR NON-COMBUSTIBLE	COMBUSTIBLE OR NON-COMBUSTIBLE
A6	50.04	13.49	100.0%	39.8%	-	COMBUSTIBLE OR NON-COMBUSTIBLE	COMBUSTIBLE OR NON-COMBUSTIBLE
A7	73.30	14.12	100.0%	39.2%	-	COMBUSTIBLE OR NON-COMBUSTIBLE	COMBUSTIBLE OR NON-COMBUSTIBLE
A8	146.04	1.20	14.0%	10.3%	-	COMBUSTIBLE OR NON-COMBUSTIBLE	COMBUSTIBLE OR NON-COMBUSTIBLE

BLOCK B
BASED ON TABLE 9.10.15.4

BLDG FACE	EXPOSING BLDG FACE AREA (m2)	LIMITING DISTANCE - LD (m)	PERMITTED UNPROTECTED OPENINGS (%)	ACTUAL UNPROTECTED OPENINGS (%)	REQUIRED FRR	CONSTRUCTION REQUIREMENTS	CLADDING REQUIRED
B1	69.21	13.27	100.0%	44.2%	-	COMBUSTIBLE OR NON-COMBUSTIBLE	COMBUSTIBLE OR NON-COMBUSTIBLE
B2	48.20	14.21	100.0%	46.5%	-	COMBUSTIBLE OR NON-COMBUSTIBLE	COMBUSTIBLE OR NON-COMBUSTIBLE
B3	74.25	13.60	100.0%	44.1%	-	COMBUSTIBLE OR NON-COMBUSTIBLE	COMBUSTIBLE OR NON-COMBUSTIBLE
B4	140.69	5.81	52.5%	2.8%	-	COMBUSTIBLE OR NON-COMBUSTIBLE	COMBUSTIBLE OR NON-COMBUSTIBLE
B5	76.86	7.06	100.0%	43.3%	-	COMBUSTIBLE OR NON-COMBUSTIBLE	COMBUSTIBLE OR NON-COMBUSTIBLE
B6	50.04	6.29	100.0%	39.8%	-	COMBUSTIBLE OR NON-COMBUSTIBLE	COMBUSTIBLE OR NON-COMBUSTIBLE
B7	73.30	7.06	100.0%	39.2%	-	COMBUSTIBLE OR NON-COMBUSTIBLE	COMBUSTIBLE OR NON-COMBUSTIBLE
B8	146.04	1.89	15.7%	10.3%	-	COMBUSTIBLE OR NON-COMBUSTIBLE	COMBUSTIBLE OR NON-COMBUSTIBLE

BLOCK C
BASED ON TABLE 9.10.15.4

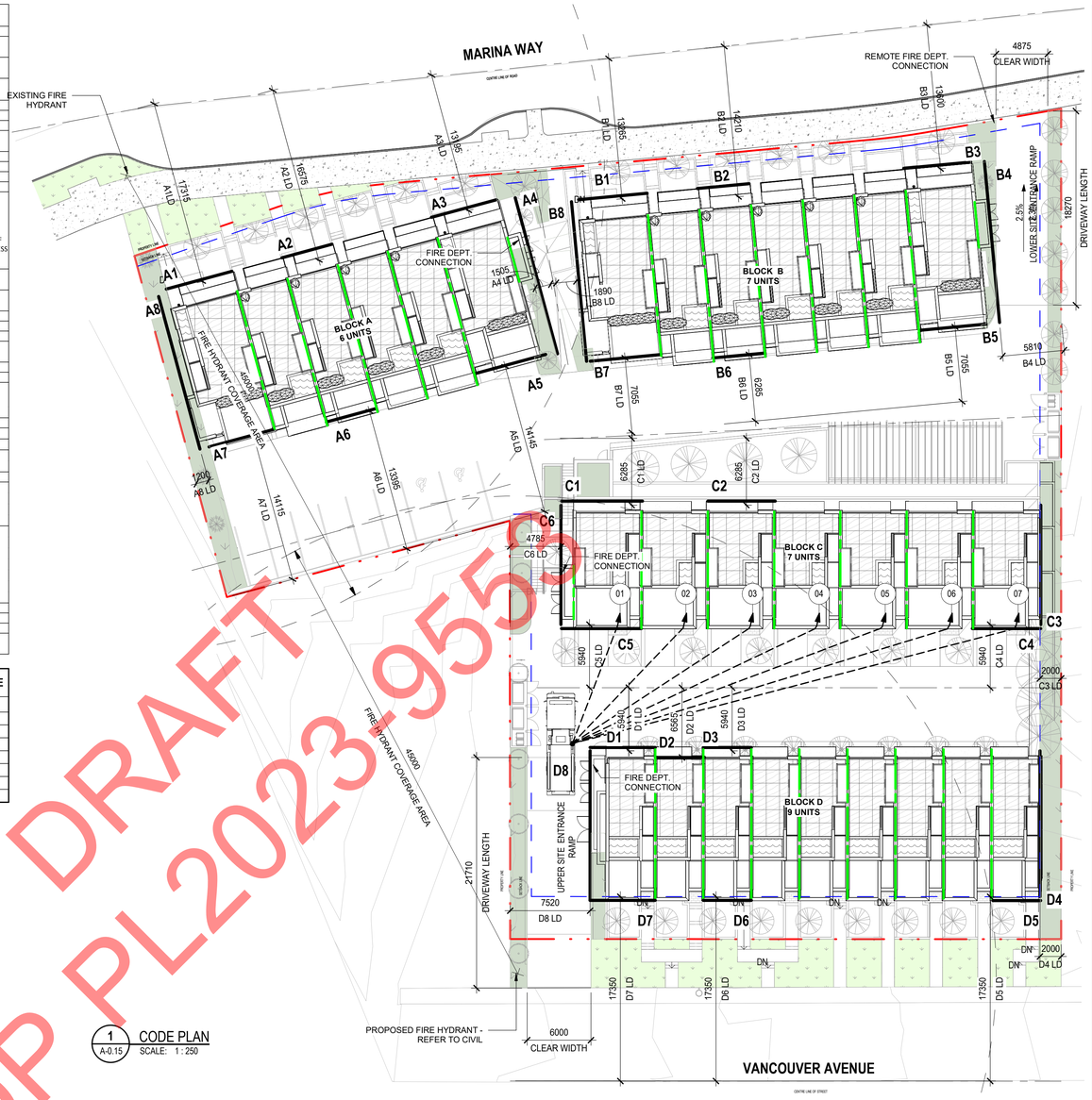
BLDG FACE	EXPOSING BLDG FACE AREA (m2)	LIMITING DISTANCE - LD (m)	PERMITTED UNPROTECTED OPENINGS (%)	ACTUAL UNPROTECTED OPENINGS (%)	REQUIRED FRR	CONSTRUCTION REQUIREMENTS	CLADDING REQUIRED
C1	70.51	6.29	91.9%	28.5%	-	COMBUSTIBLE OR NON-COMBUSTIBLE	COMBUSTIBLE OR NON-COMBUSTIBLE
C2	59.59	6.29	98.6%	33.8%	-	COMBUSTIBLE OR NON-COMBUSTIBLE	COMBUSTIBLE OR NON-COMBUSTIBLE
C3	111.32	2.00	17.5%	0.0%	-	COMBUSTIBLE OR NON-COMBUSTIBLE	COMBUSTIBLE OR NON-COMBUSTIBLE
C4	63.28	5.94	93.5%	41.4%	-	COMBUSTIBLE OR NON-COMBUSTIBLE	COMBUSTIBLE OR NON-COMBUSTIBLE
C5	75.15	5.94	83.0%	43.0%	-	COMBUSTIBLE OR NON-COMBUSTIBLE	COMBUSTIBLE OR NON-COMBUSTIBLE
C6	102.87	4.79	46.5%	12.3%	-	COMBUSTIBLE OR NON-COMBUSTIBLE	COMBUSTIBLE OR NON-COMBUSTIBLE

BLOCK D
BASED ON TABLE 9.10.15.4

BLDG FACE	EXPOSING BLDG FACE AREA (m2)	LIMITING DISTANCE - LD (m)	PERMITTED UNPROTECTED OPENINGS (%)	ACTUAL UNPROTECTED OPENINGS (%)	REQUIRED FRR	CONSTRUCTION REQUIREMENTS	CLADDING REQUIRED
D1	53.69	5.94	98.0%	31.1%	-	COMBUSTIBLE OR NON-COMBUSTIBLE	COMBUSTIBLE OR NON-COMBUSTIBLE
D2	17.33	6.57	100.0%	33.6%	-	COMBUSTIBLE OR NON-COMBUSTIBLE	COMBUSTIBLE OR NON-COMBUSTIBLE
D3	46.65	5.94	99.2%	100.0%	-	COMBUSTIBLE OR NON-COMBUSTIBLE	COMBUSTIBLE OR NON-COMBUSTIBLE
D4	142.00	2.00	16.3%	0.0%	-	COMBUSTIBLE OR NON-COMBUSTIBLE	COMBUSTIBLE OR NON-COMBUSTIBLE
D5	50.32	17.35	100.0%	44.5%	-	COMBUSTIBLE OR NON-COMBUSTIBLE	COMBUSTIBLE OR NON-COMBUSTIBLE
D6	48.71	17.35	100.0%	45.9%	-	COMBUSTIBLE OR NON-COMBUSTIBLE	COMBUSTIBLE OR NON-COMBUSTIBLE
D7	55.80	17.35	100.0%	46.9%	-	COMBUSTIBLE OR NON-COMBUSTIBLE	COMBUSTIBLE OR NON-COMBUSTIBLE
D8	136.02	8.40	92.2%	11.5%	-	COMBUSTIBLE OR NON-COMBUSTIBLE	COMBUSTIBLE OR NON-COMBUSTIBLE

FIRE DEPARTMENT TRAVEL DISTANCE SCHEDULE

PATH	TRAVEL DISTANCE
01	13.05 m
02	16.48 m
03	21.32 m
04	26.78 m
05	32.48 m
06	38.44 m
07	44.47 m



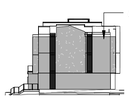
1 A-0.15 CODE PLAN
SCALE: 1 : 250

DRAFT
DP PL2023-9555

2 BUILDING A - A NORTH
SCALE: 1 : 500

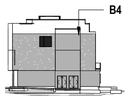
3 A-4.22 BUILDING A - B EAST
SCALE: 1 : 500

4 BUILDING A - C SOUTH
SCALE: 1 : 500



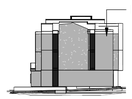
5 A-4.20 BUILDING A - D WEST
SCALE: 1 : 500

6 BUILDING B - A NORTH
SCALE: 1 : 500



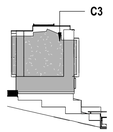
7 BUILDING B - B EAST
SCALE: 1 : 500

8 BUILDING B - C SOUTH
SCALE: 1 : 500



17 BUILDING B - D WEST
SCALE: 1 : 500

9 A-1.04 BUILDING C - A NORTH
SCALE: 1 : 500



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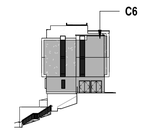
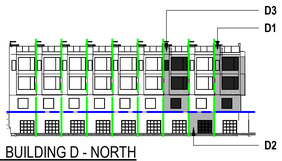
SCALE: 1 : 500

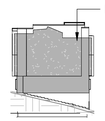
11 BUILDING C - C SOUTH
SCALE: 1 : 500



12 A-4.26 BUILDING C - D WEST
SCALE: 1 : 500



14 BUILDING D - NORTH
SCALE: 1 : 500



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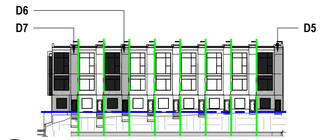
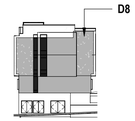
SCALE: 1 : 500



15 BUILDING D - SOUTH
SCALE: 1 : 500



16 BUILDING D - WEST
SCALE: 1 : 500

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Interrobang ?

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REV.	YYYY-MM-DD	REVISION / DRAWING ISSUE	REVIEW
10	2023-06-02	ISSUED FOR REVIEW	
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8	2023-05-31	ISSUED FOR REVIEW	
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6	2023-03-24	ISSUED FOR DEVELOPMENT PERMIT	
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4	2023-02-10	ISSUED FOR REVIEW	
3	2023-01-27	ISSUED FOR REVIEW	
2	2023-01-23	ISSUED FOR REVIEW	
1	2023-01-17	ISSUED FOR REVIEW	

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PROJECT
BEACH HOUSE
ON OKANAGAN LAKE
Marina Way, Penticton, BC

DRAWING TITLE
BUILDING CODE REVIEW

DRAWING ISSUE
ISSUED FOR REVIEW

PROJECT NO.	PLOT DATE	DRAWN
230122	2023-06-02	Author
	SCALE: As indicated	REVIEWED: Checker
DRAWING NO. A-0.04		REVISION 10

PAPERSIZE @ 100% SCALE ARCH D (24 x 36 in.)

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13	2023-06-07	REISSUED FOR DEVELOPMENT PERMIT	
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9	2023-05-10	REISSUED FOR REVELOPMENT PERMIT	
8	2023-03-24	ISSUED FOR DEVELOPMENT PERMIT	
7	2023-03-10	ISSUED FOR REVIEW	
6	2023-02-10	ISSUED FOR REVIEW	
5	2023-01-27	ISSUED FOR REVIEW	
4	2023-01-17	ISSUED FOR REVIEW	
3	2022-06-04	ISSUED FOR DESIGN DEVELOPMENT	
2	2022-06-03	RE-DP	
1	2022-04-25	DEVELOPMENT PERMIT APPLICATION	

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PROJECT

BEACH HOUSE
ON OKANAGAN LAKE

Marina Way, Penticton, BC

DRAWING TITLE

OVERALL SITE PLAN

DRAWING ISSUE

REISSUED FOR DEVELOPMENT PERMIT

PROJECT NO.	PLOT DATE	DRAWN
230122	2023-06-07	Author
	SCALE 1 : 200	REVIEWED Checker

DRAWING NO. **A-1.02** REVISION 13

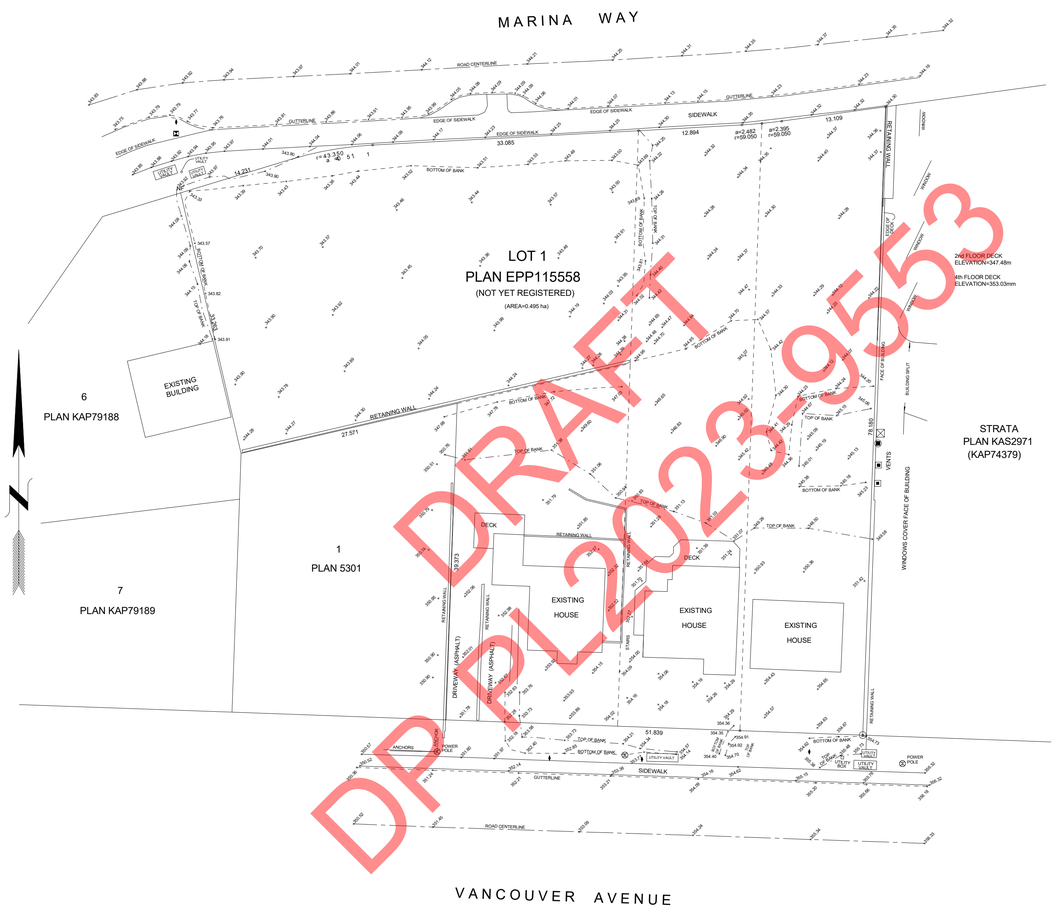
PAPERSIZE @ 100% SCALE ARCH D (24 x 36 in.)

SITE PLAN OF LOT 1, DL 202, SDYD, PLAN EPP115558 (NOT YET REGISTERED)

SCALE 1:250

5 2.5 0 5 10 15 metres

CIVIC ADDRESS: 206 AND 236 MARINA WAY & 201, 203, 225 AND 247 VANCOUVER AVENUE, PENTICTON, B.C.
CURRENT PID's: 026-945-711, 027-280-128, 026-443-911, 010-875-531, 010-875-859



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DP PL2023-9553

OTHER SMALL RETAINING WALLS EXIST WHICH ARE NOT SHOWN

NOTE: SUBJECT TO THE NON-FINANCIAL CHARGES AND INTERESTS WHICH MAY AFFECT THE PROPERTY, SEE SECTION 23 OF THE TITLE AND RELATED CHARGE DOCUMENTS FOR CONFIRMATION

THIS PLAN IS BASED ON LAND TITLE AND SURVEY AUTHORITY RECORDS AND A FIELD SURVEY UNLESS OTHERWISE NOTED OR SHOWN AS CONSIDERED.

LAND SURVEYING COMPANY AND SURVEYOR ACCEPT NO RESPONSIBILITY AND DO HEREBY DISCLAIM ALL OBLIGATIONS AND LIABILITIES FOR DAMAGES INCLUDING, BUT NOT LIMITED TO, DIRECT, INDIRECT, SPECIAL, AND CONSEQUENTIAL DAMAGES ARISING OUT OF OR IN CONNECTION WITH ANY DIRECT OR INDIRECT USE

THIS PLAN IS PREPARED SOLELY FOR A LIMITED CONTRACTUAL USE BETWEEN MANDEVILLE LAND SURVEYING AND OUR CLIENT. IT IS NOT TO BE USED FOR THE LOCATION OF PROPERTY LINES. WE ACCEPT NO RESPONSIBILITY FOR ANY UNAUTHORIZED USE.

FIELD SURVEY COMPLETED THIS 7th DAY OF OCTOBER, 2021

ELEVATIONS ARE GEODETIC (ORTHOMETRIC HTv2.0) DERIVED FROM PENTICTON MONUMENT 84H0129

ALL DIMENSIONS ARE IN METRES AND DECIMALS THEREOF UNLESS OTHERWISE NOTED

LEGEND

- IRON POST FOUND
- 343.33 - SPOT ELEVATION
- POWER POLE
- WATER VALVE
- FIRE HYDRANT

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PROFESSIONAL B.C. AND CANADA LAND SURVEYORS
582 MARTIN STREET, PENTICTON, B.C.
PH: 250-488-6377 WEB: MSURVEYING.COM

FILE: 19-149 DWG: 19-149C

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Interrobang ?

Wildstone CONSTRUCTION GROUP

REV.	YYYY-MM-DD	REVISION / DRAWING ISSUE	REVIEW
4	2023-06-02	ISSUED FOR REVIEW	
3	2023-06-01	REISSUED FOR DEVELOPMENT PERMIT	
2	2023-05-31	ISSUED FOR REVIEW	
1	2023-05-10	REISSUED FOR REVELOPMENT PERMIT	

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PROJECT

BEACH HOUSE
ON OKANAGAN LAKE

Marina Way, Penticton, BC

DRAWING TITLE

SITE SURVEY

DRAWING ISSUE

ISSUED FOR REVIEW

PROJECT NO.	PLOT DATE	DRAWN
230122	2023-06-02	Author
	SCALE 1 : 350	REVIEWED Checker
DRAWING NO. A-1.03		REVISION 4

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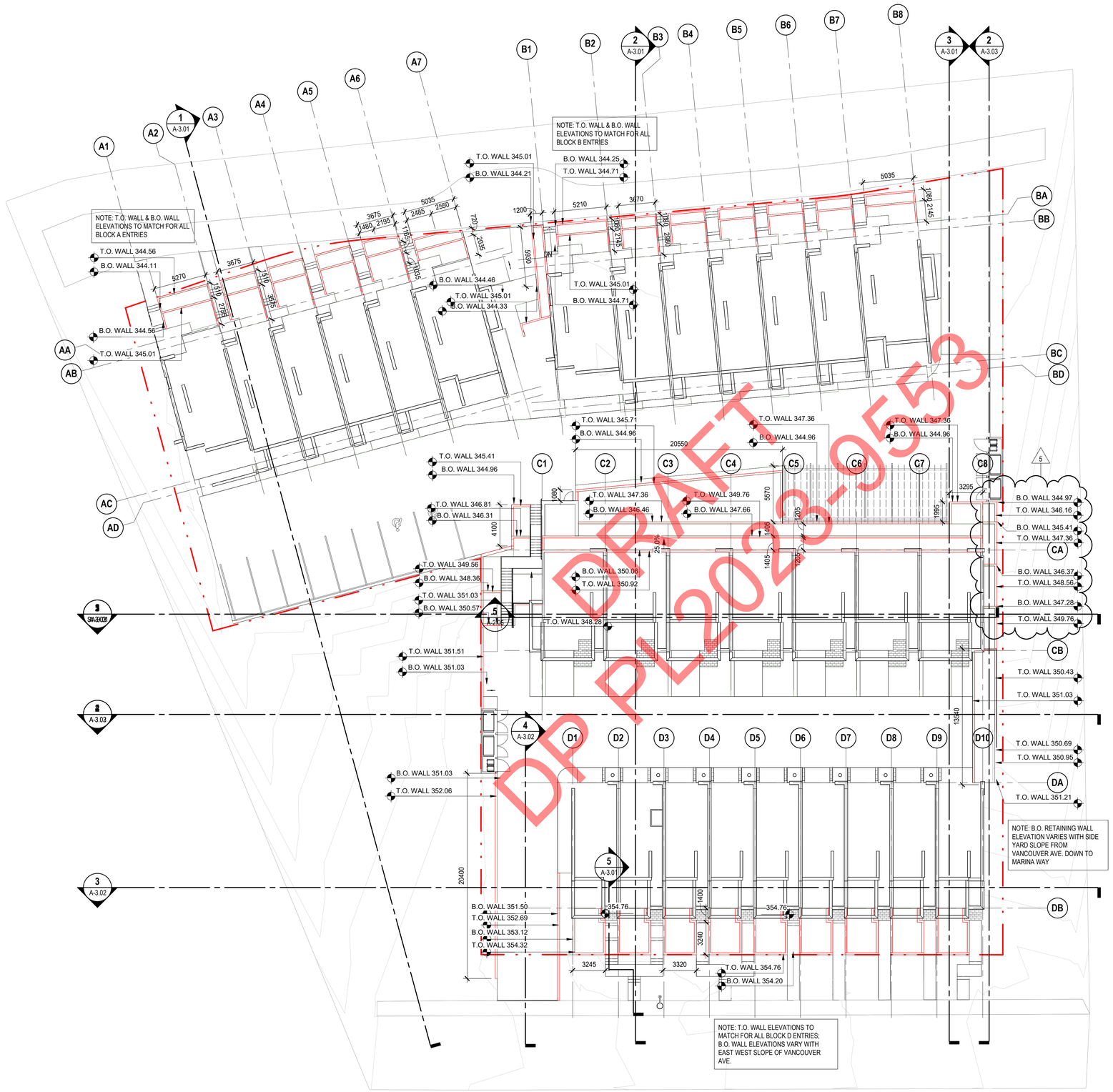

LEGEND

	RETAINING WALL
T.O. WALL	TOP OF RETAINING WALL ELEVATION
B.O. WALL	BOTTOM OF RETAINING WALL ELEVATION

N

1 A-0.15 SITE PLAN - RETAINING WALL PLAN
SCALE: 1 : 200

Autodesk Docs://230054 Marina Way/A_Marina Way Townhomes_230054_V22.rvt

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REV.	YYYY-MM-DD	REVISION / DRAWING ISSUE	REVIEW
5	2023-06-07	REISSUED FOR DEVELOPMENT PERMIT	
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PROJECT

BEACH HOUSE
ON OKANAGAN LAKE

Marina Way, Penticton, BC

DRAWING TITLE

RETAINING WALL PLAN

DRAWING ISSUE

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PROJECT NO.	PLOT DATE	DRAWN
230122	2023-06-07	Author
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DRAWING NO.		REVISION
A-1.05		5

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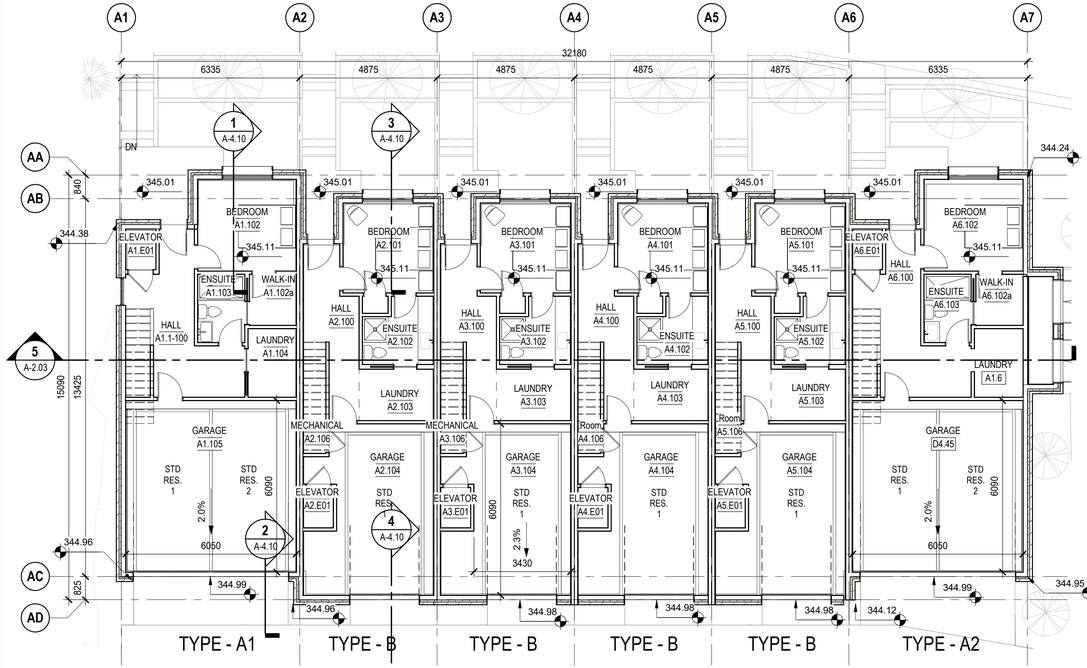

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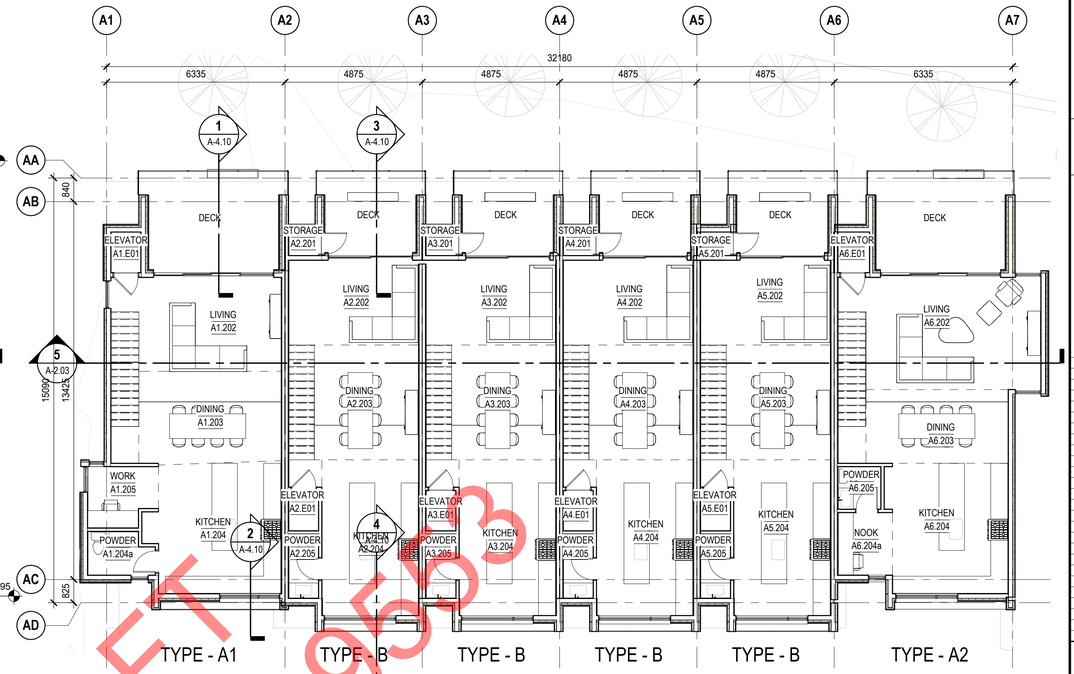
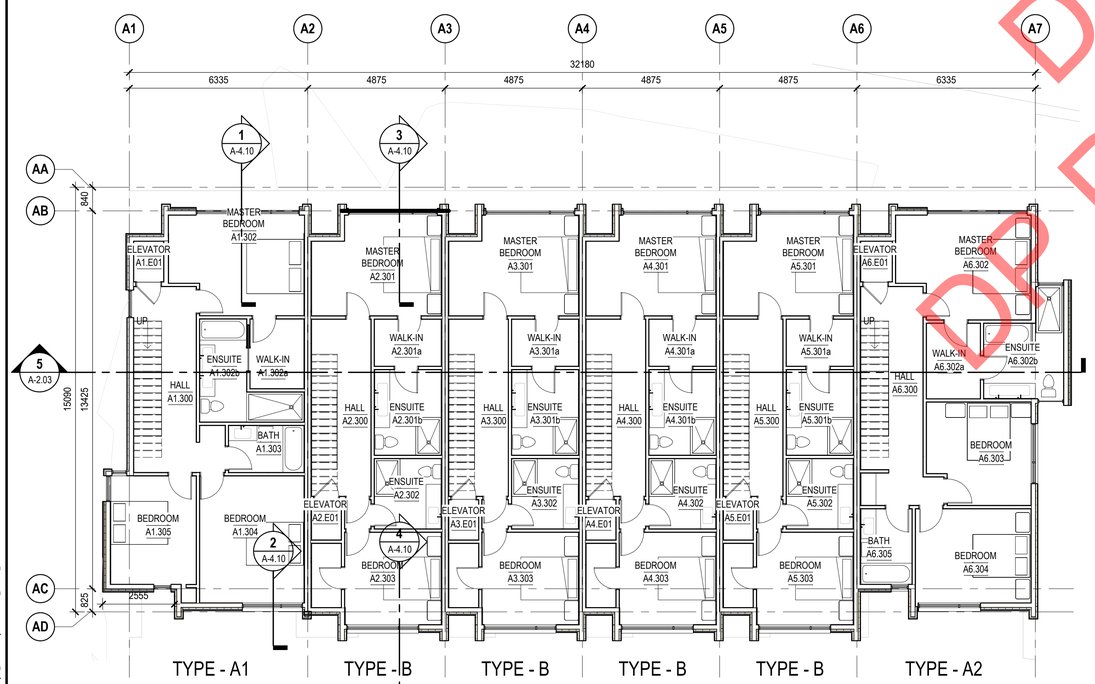
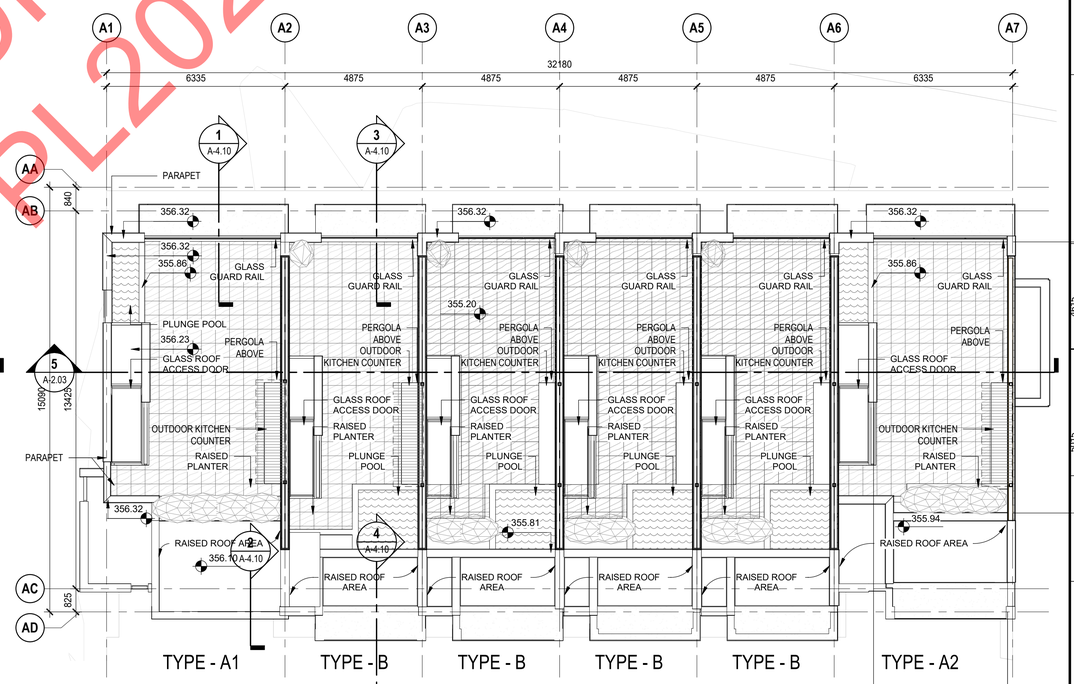
SCALE: 1 : 100



2 A-0.15 BLOCK A - T.O. SECOND FLOOR
SCALE: 1 : 100



3 A-0.15 BLOCK A - T.O. THIRD FLOOR
SCALE: 1 : 100



4 A-0.15 BLOCK A - T.O. ROOF
SCALE: 1 : 100

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PROJECT
BEACH HOUSE
ON OKANAGAN LAKE
Marina Way, Penticton, BC

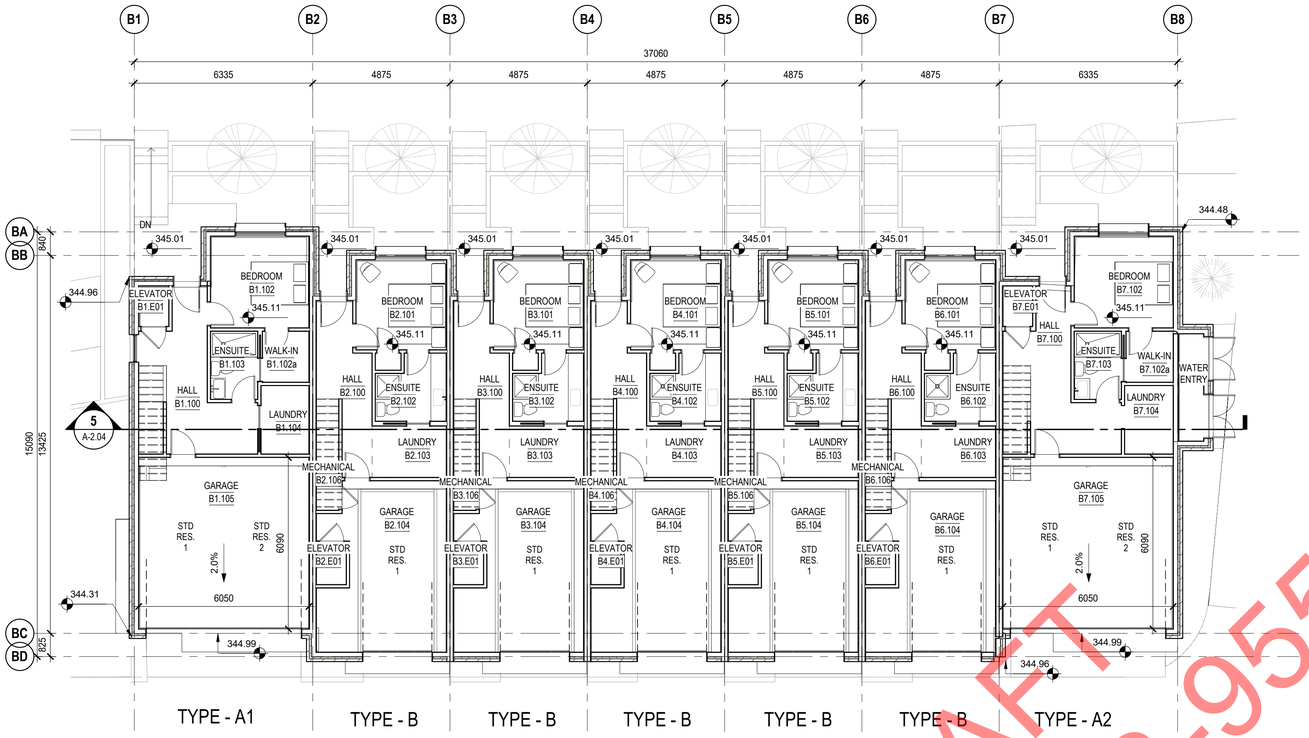
DRAWING TITLE
FLOOR PLAN - BLOCK A

DRAWING ISSUE
ISSUED FOR REVIEW

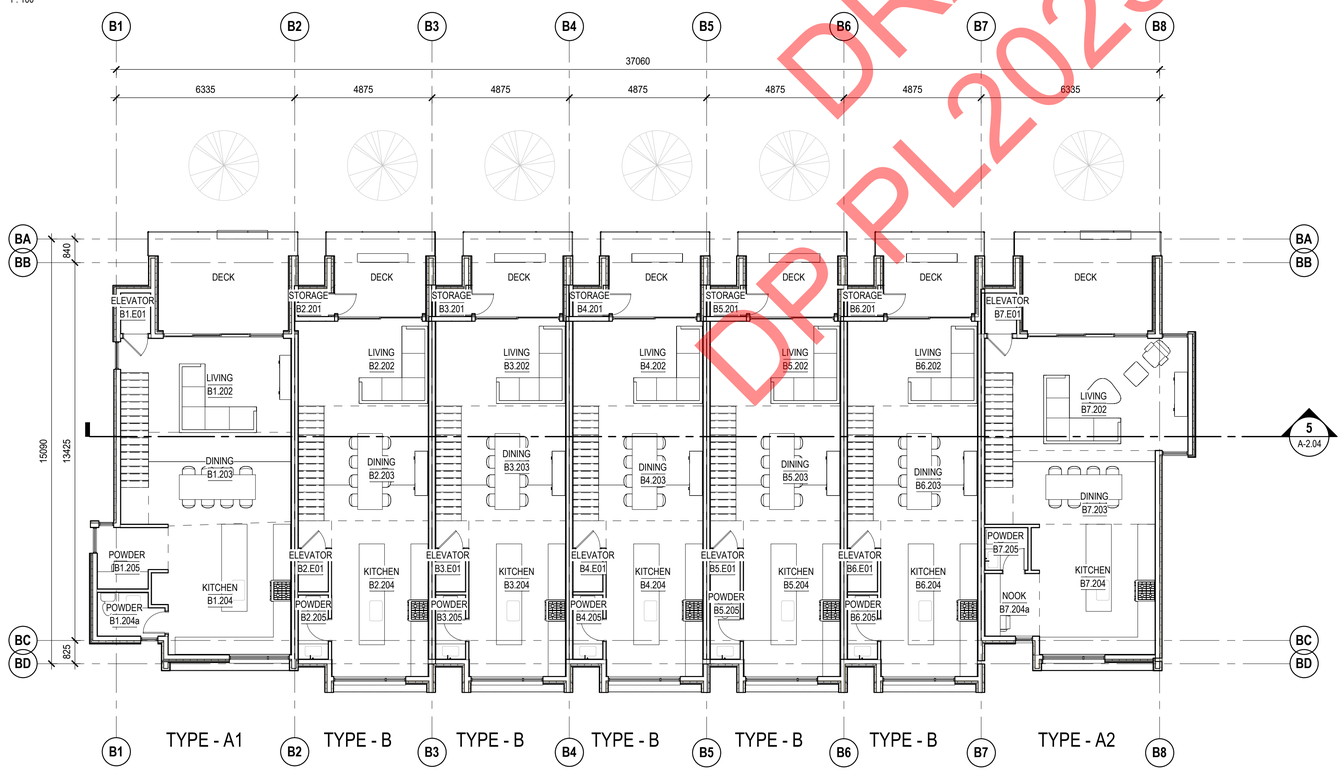
PROJECT NO.	PLOT DATE	DRAWN
230122	2023-06-02	Author
	SCALE 1 : 100	REVIEWED Checker

DRAWING NO. A-2.01
REVISION 12

Autodesk Docs://230304 Marina Way/A_Marina Way Townhomes_23054_V22.rvt



1 A-0.15 BLOCK B - T.O. MAIN FLOOR
SCALE: 1 : 100



2 A-0.15 BLOCK B - T.O. SECOND FLOOR
SCALE: 1 : 100

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DP PL2023-9553

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1	2022-04-25	DEVELOPMENT PERMIT APPLICATION	

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PROJECT

BEACH HOUSE
ON OKANAGAN LAKE

Marina Way, Penticton, BC

DRAWING TITLE

FLOOR PLAN - BLOCK B, LEVELS 1-2

DRAWING ISSUE

ISSUED FOR REVIEW

PROJECT NO.	PLOT DATE	DRAWN
230122	2023-06-02	Author
	SCALE 1 : 100	REVIEWED Checker

DRAWING NO. **A-2.02**

REVISION 12

PAPERSIZE @ 100% SCALE: ARCH D (24 x 36 in.)
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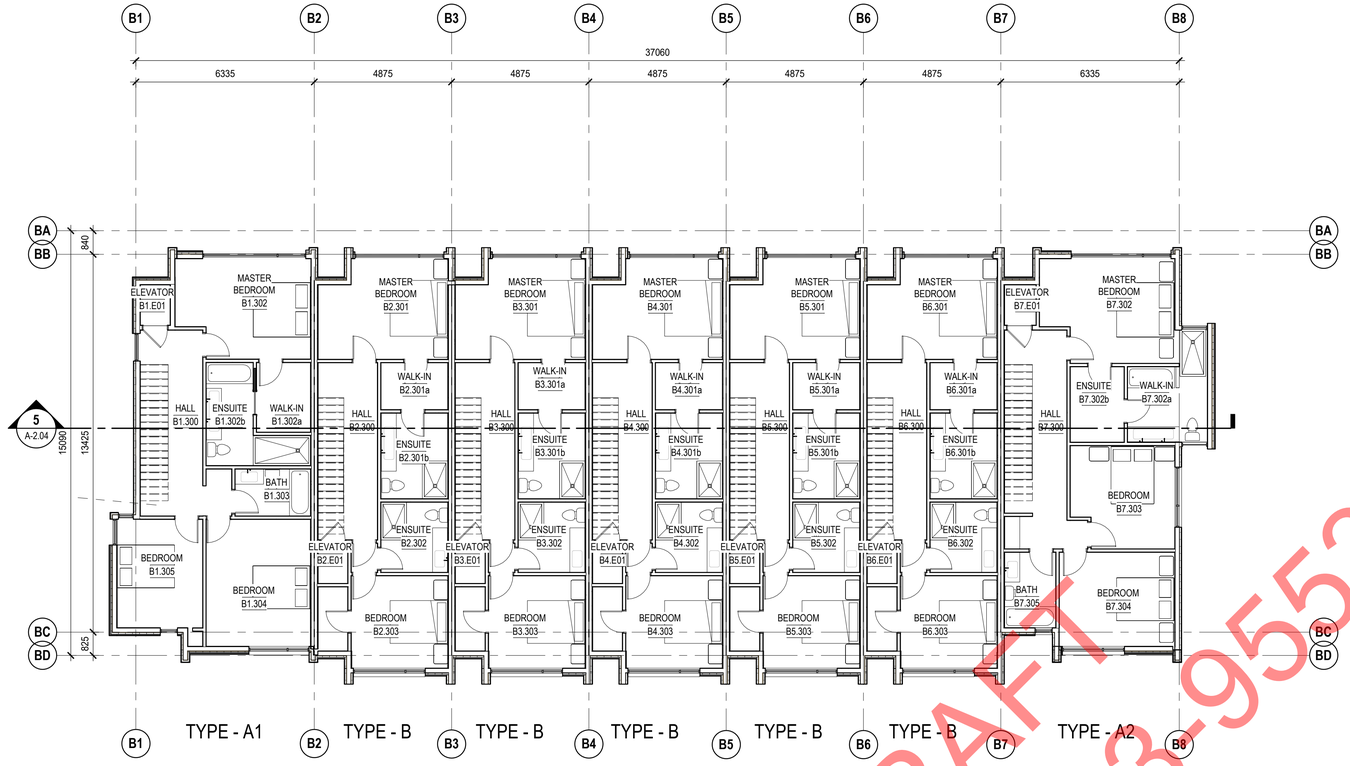
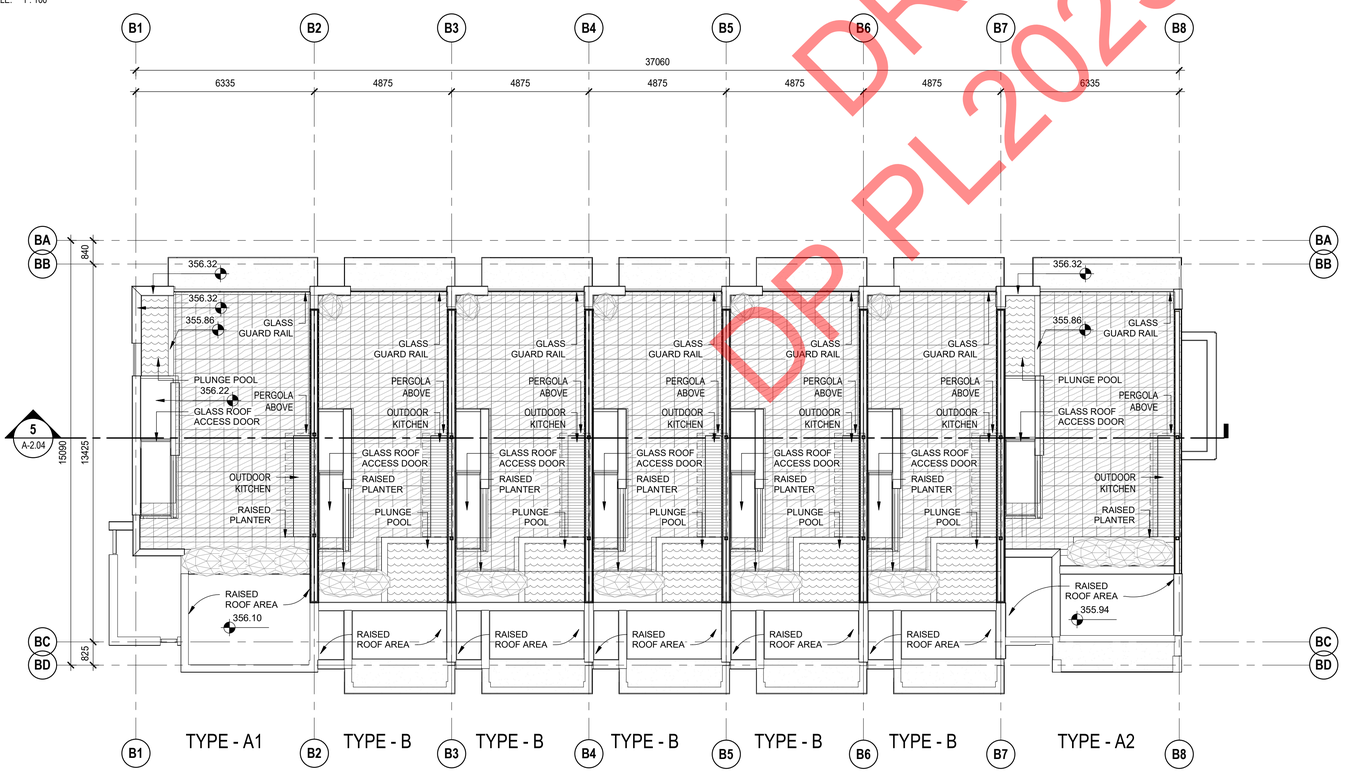


1 A-0.15 BLOCK B - T.O. THIRD FLOOR
SCALE: 1 : 100



2 A-0.15 BLOCK B - T.O. ROOF
SCALE: 1 : 100

DP DRAFT
PL2023-9553

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9	2023-06-02	ISSUED FOR REVIEW	
8	2023-06-01	REISSUED FOR DEVELOPMENT PERMIT	
7	2023-05-31	ISSUED FOR REVIEW	
6	2023-05-10	REISSUED FOR REVELOPMENT PERMIT	
5	2023-03-24	ISSUED FOR DEVELOPMENT PERMIT	
4	2023-03-10	ISSUED FOR REVIEW	
3	2023-02-10	ISSUED FOR REVIEW	
2	2023-01-27	ISSUED FOR REVIEW	
1	2023-01-17	ISSUED FOR REVIEW	

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PROJECT

BEACH HOUSE
ON OKANAGAN LAKE

Marina Way, Penticton, BC

DRAWING TITLE

FLOOR PLAN - BLOCK B, LEVELS 3-ROOF

DRAWING ISSUE

ISSUED FOR REVIEW

PROJECT NO.	PLOT DATE	DRAWN
230122	2023-06-02	Author
	SCALE: 1 : 100	REVIEWED: Checker
DRAWING NO.		REVISION
A-2.03		9

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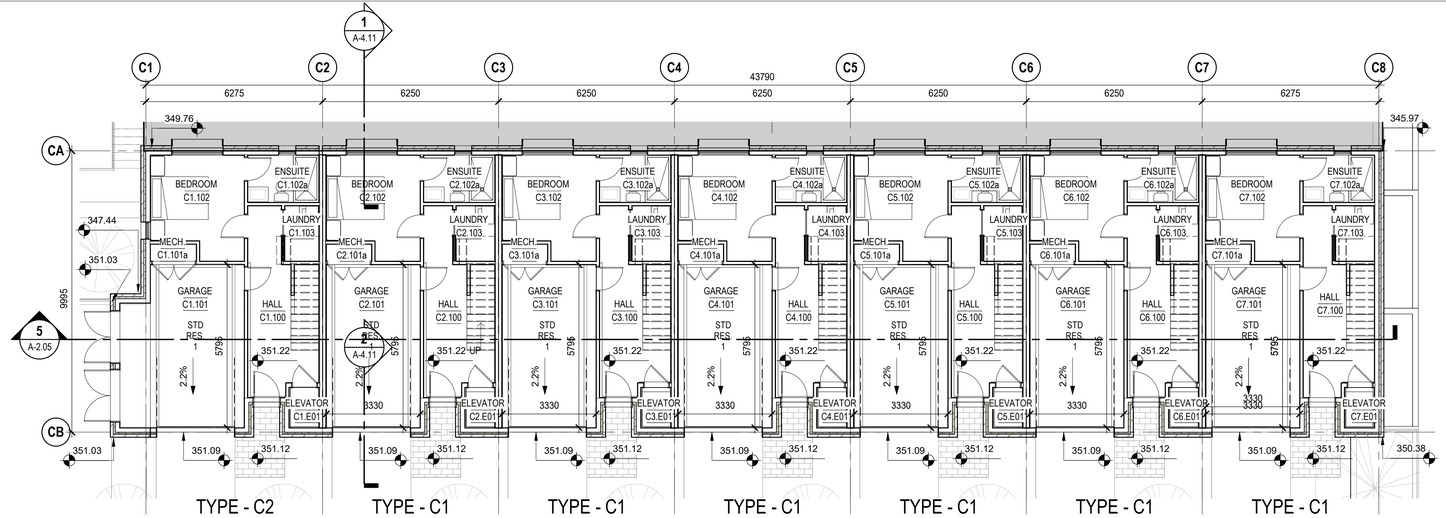

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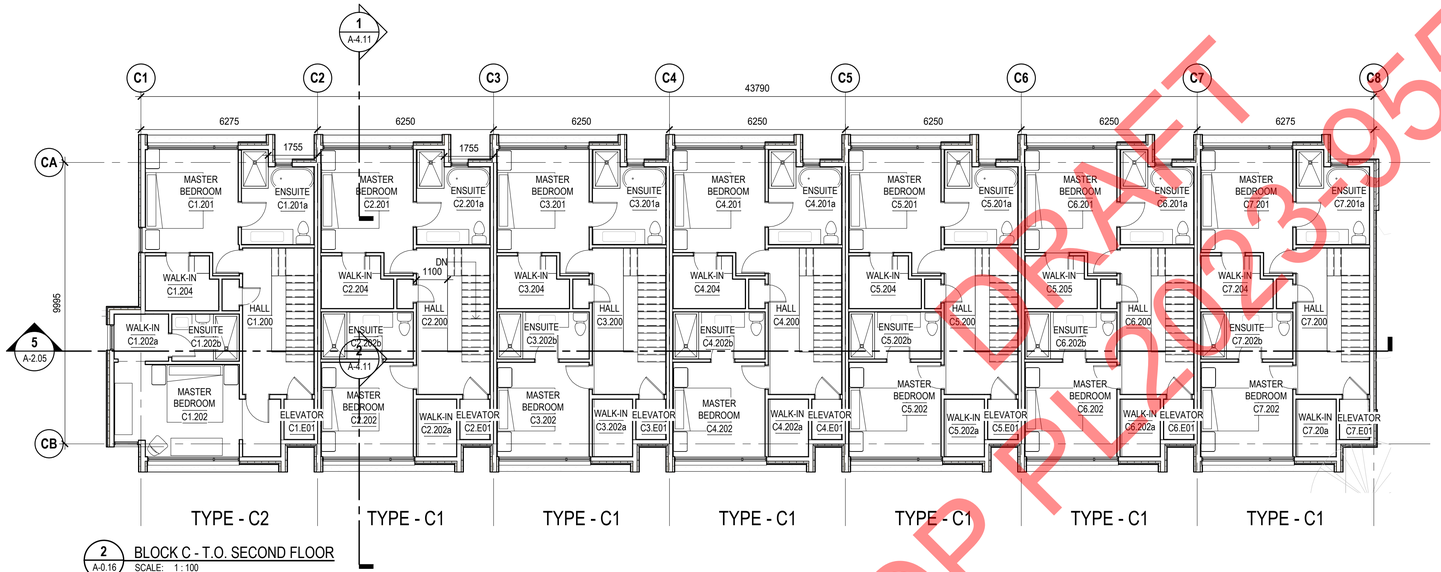
SCALE: 1 : 100



2 A-0.16 BLOCK C - T.O. SECOND FLOOR
SCALE: 1 : 100

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Interrobang ?

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REV.	YYYY-MM-DD	REVISION / DRAWING ISSUE	REVIEW
12	2023-06-02	ISSUED FOR REVIEW	
11	2023-06-01	REISSUED FOR DEVELOPMENT PERMIT	
10	2023-05-31	ISSUED FOR REVIEW	
9	2023-05-10	REISSUED FOR REVELOPMENT PERMIT	
8	2023-03-24	ISSUED FOR DEVELOPMENT PERMIT	
7	2023-03-10	ISSUED FOR REVIEW	
6	2023-02-10	ISSUED FOR REVIEW	
5	2023-01-27	ISSUED FOR REVIEW	
4	2023-01-17	ISSUED FOR REVIEW	
3	2022-06-04	ISSUED FOR DESIGN DEVELOPMENT	
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1	2022-04-25	DEVELOPMENT PERMIT APPLICATION	

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PROJECT

BEACH HOUSE
ON OKANAGAN LAKE

Marina Way, Penticton, BC

DRAWING TITLE

FLOOR PLAN - BLOCK C, LEVELS 1-2

DRAWING ISSUE

ISSUED FOR REVIEW

PROJECT NO.	PLOT DATE	DRAWN
230122	2023-06-02	Author
	SCALE 1 : 100	REVIEWED Checker
DRAWING NO. A-2.05		REVISION 12

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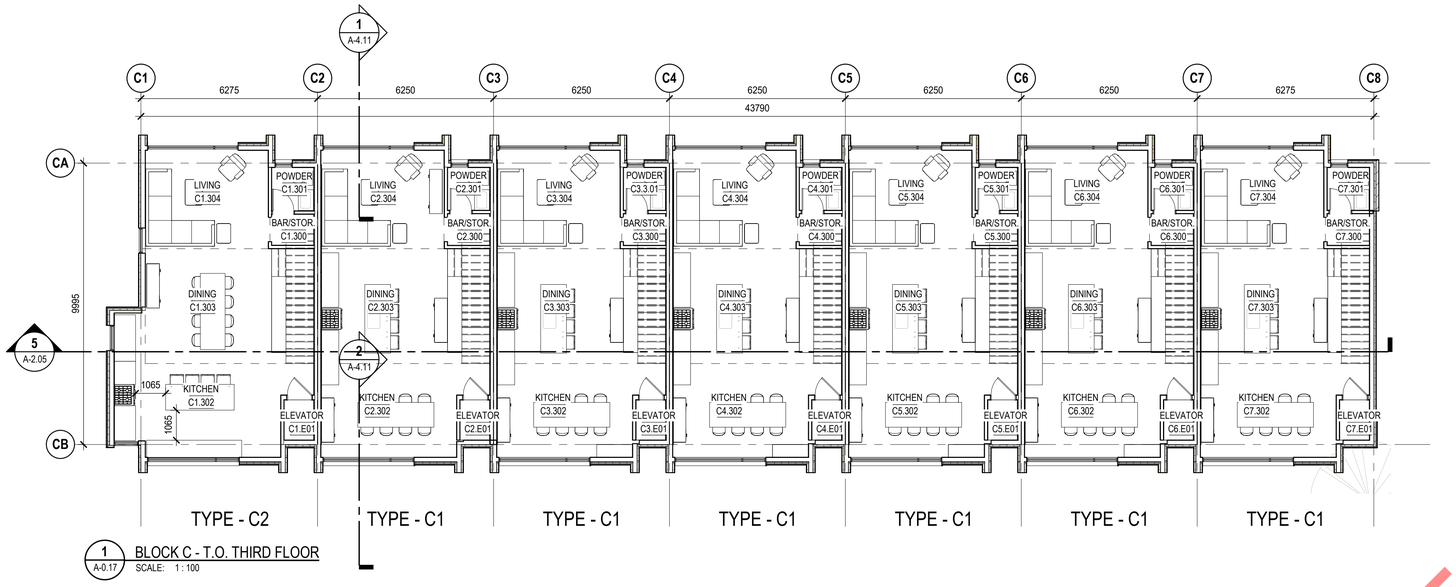

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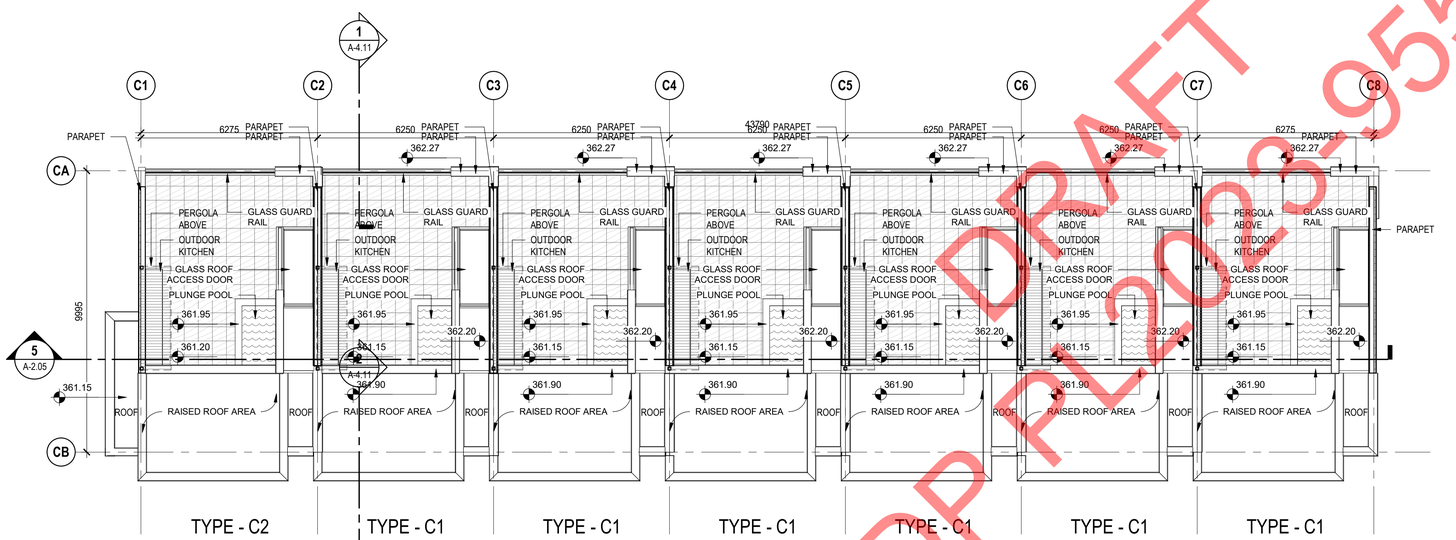

2 A-0.17 BLOCK C - T.O. ROOF
SCALE: 1 : 100

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9	2023-06-02	ISSUED FOR REVIEW	
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4	2023-03-10	ISSUED FOR REVIEW	
3	2023-02-10	ISSUED FOR REVIEW	
2	2023-01-27	ISSUED FOR REVIEW	
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PROJECT

BEACH HOUSE
ON OKANAGAN LAKE

Marina Way, Penticton, BC

DRAWING TITLE

FLOOR PLAN - BLOCK C, LEVELS 3-ROOF

DRAWING ISSUE

ISSUED FOR REVIEW

PROJECT NO.	PLOT DATE	DRAWN
230122	2023-06-02	Author
	SCALE: 1 : 100	REVIEWED: Checker

DRAWING NO.	REVISION
A-2.06	9

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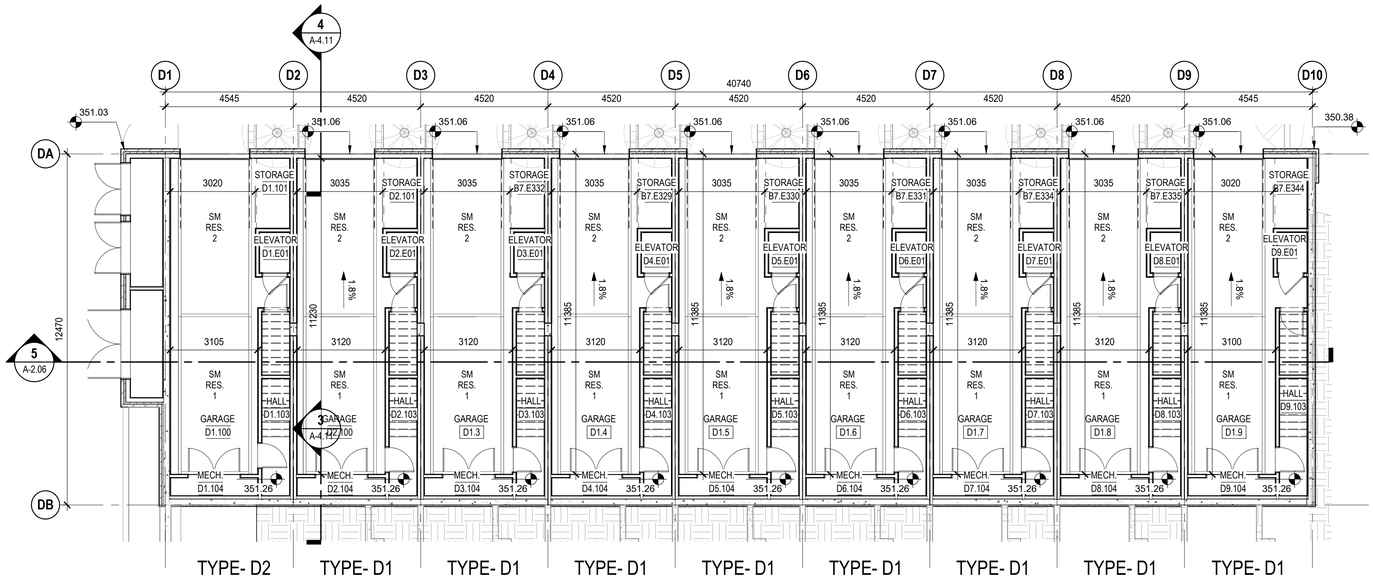

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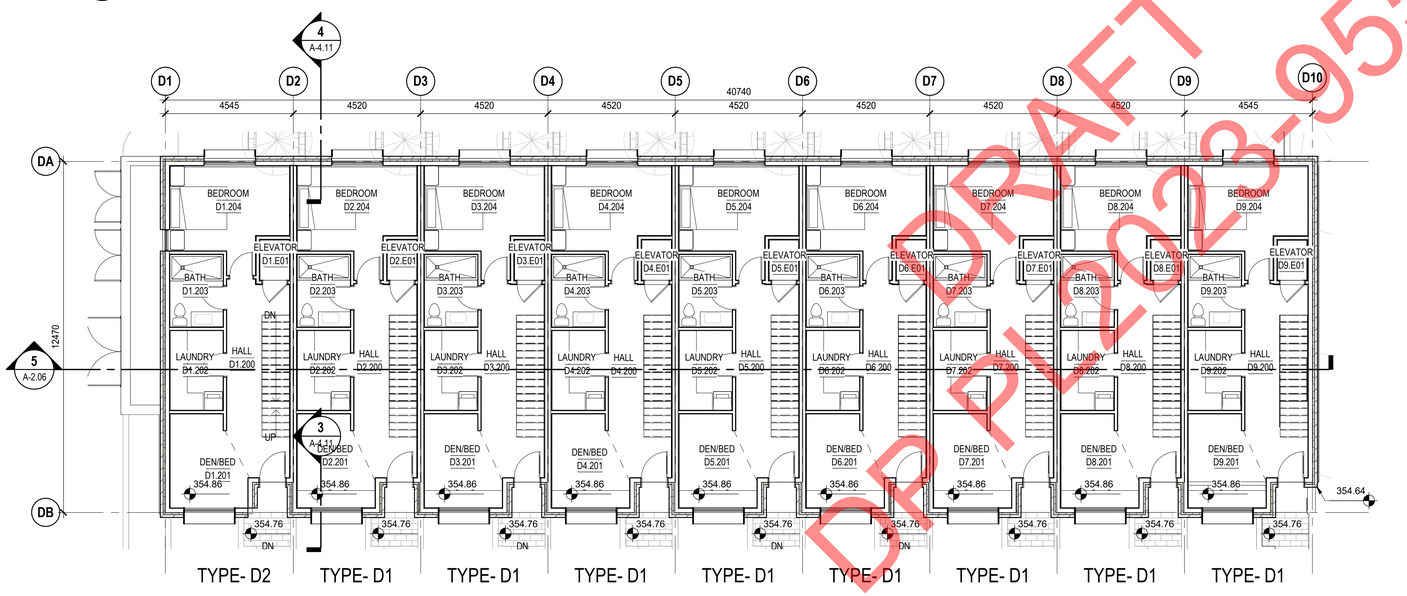

2 A-0.18 BLOCK D - T.O. SECOND FLOOR
SCALE: 1 : 100

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1	2022-04-25	DEVELOPMENT PERMIT APPLICATION	

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PROJECT
BEACH HOUSE
ON OKANAGAN LAKE
Marina Way, Penticton, BC

DRAWING TITLE
FLOOR PLAN - BLOCK D, LEVELS 1-2

DRAWING ISSUE
ISSUED FOR REVIEW

PROJECT NO.	PLOT DATE	DRAWN
230122	2023-06-02	Author
	SCALE 1 : 100	REVIEWED Checker
DRAWING NO. A-2.07		REVISION 12

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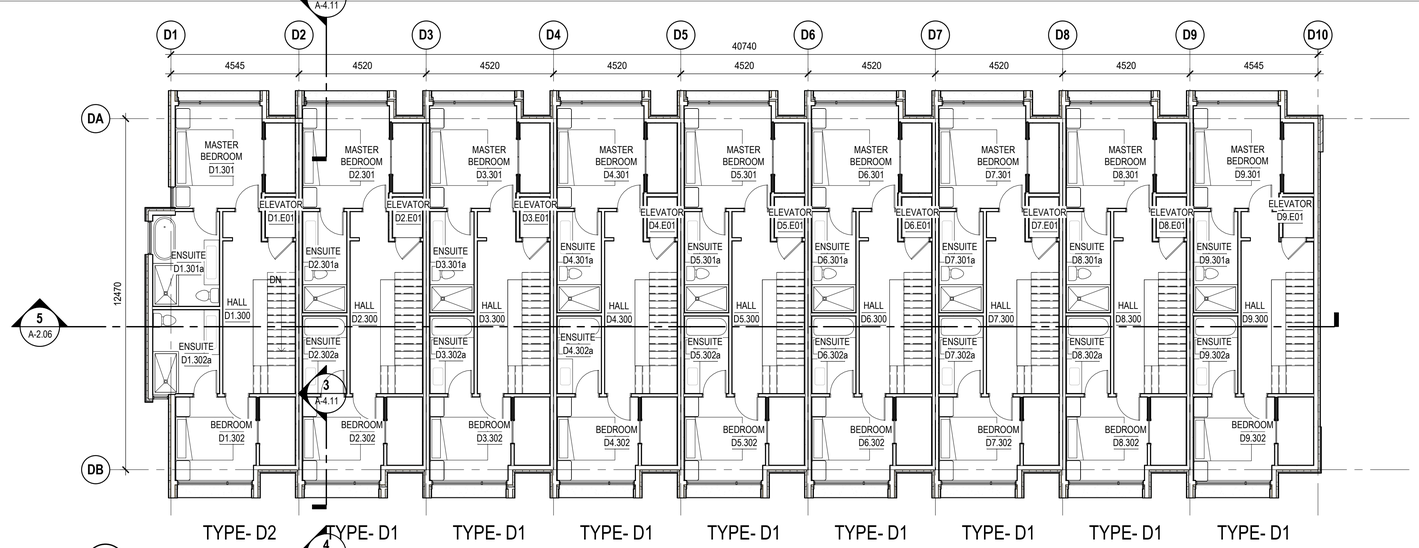

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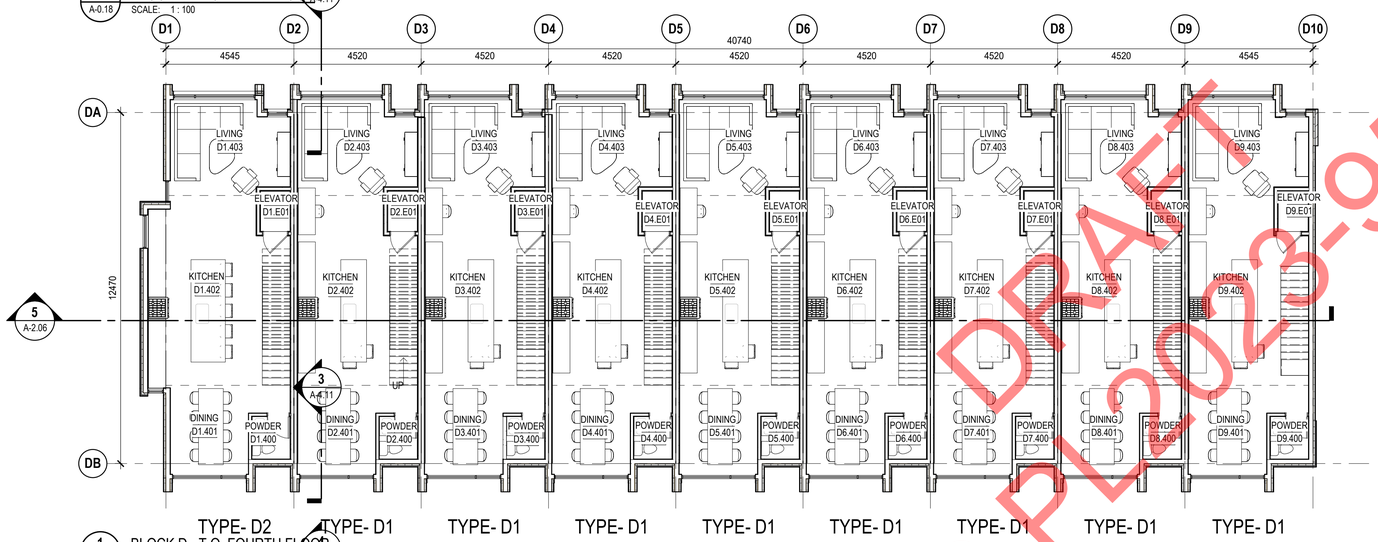

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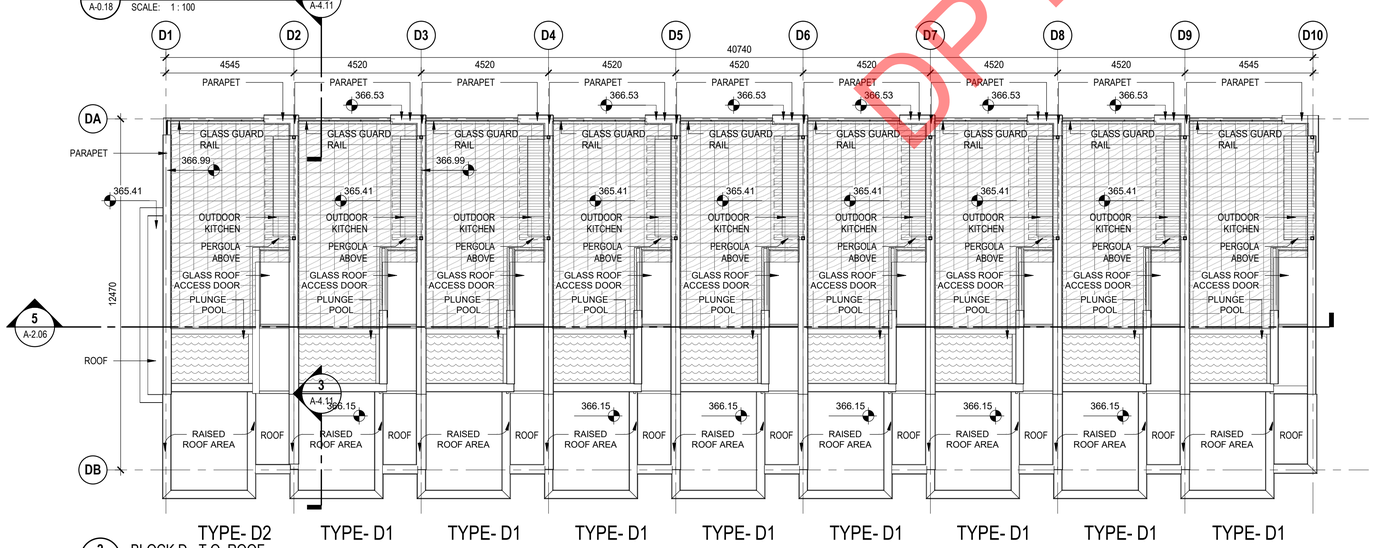

2 A-0.18 BLOCK D - T.O. ROOF
SCALE: 1 : 100

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PROJECT

BEACH HOUSE
ON OKANAGAN LAKE

Marina Way, Penticton, BC

DRAWING TITLE

FLOOR PLAN - BLOCK D, LEVELS 3-ROOF

DRAWING ISSUE

ISSUED FOR REVIEW

PROJECT NO.	PLOT DATE	DRAWN
230122	2023-06-02	Author
	SCALE: 1 : 100	REVIEWED: Checker

DRAWING NO. **A-2.08**

REVISION 9

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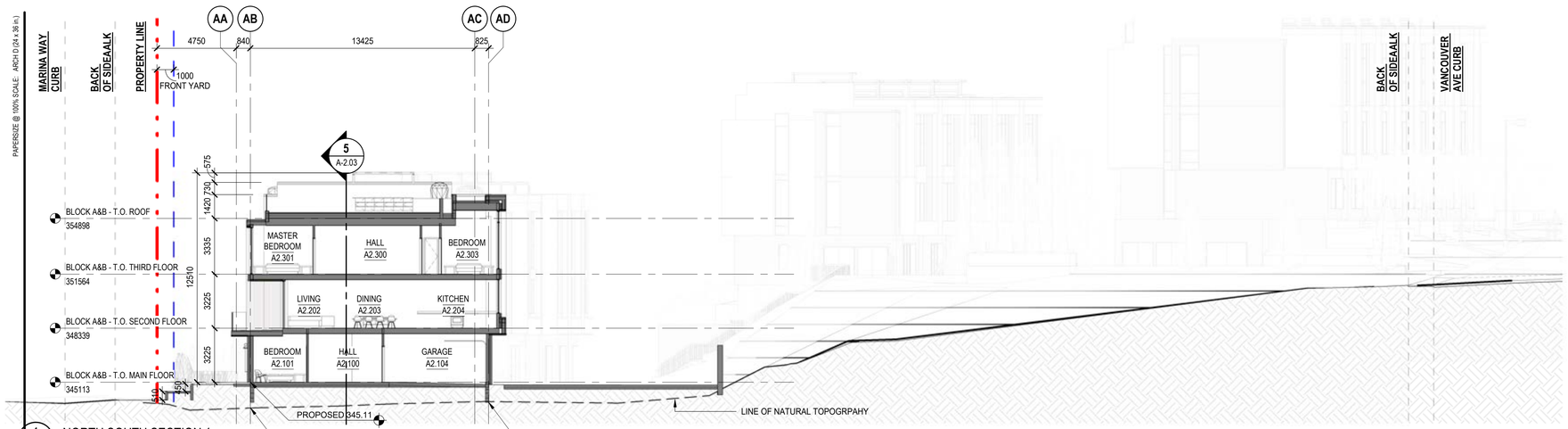

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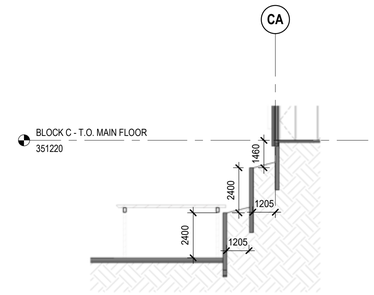

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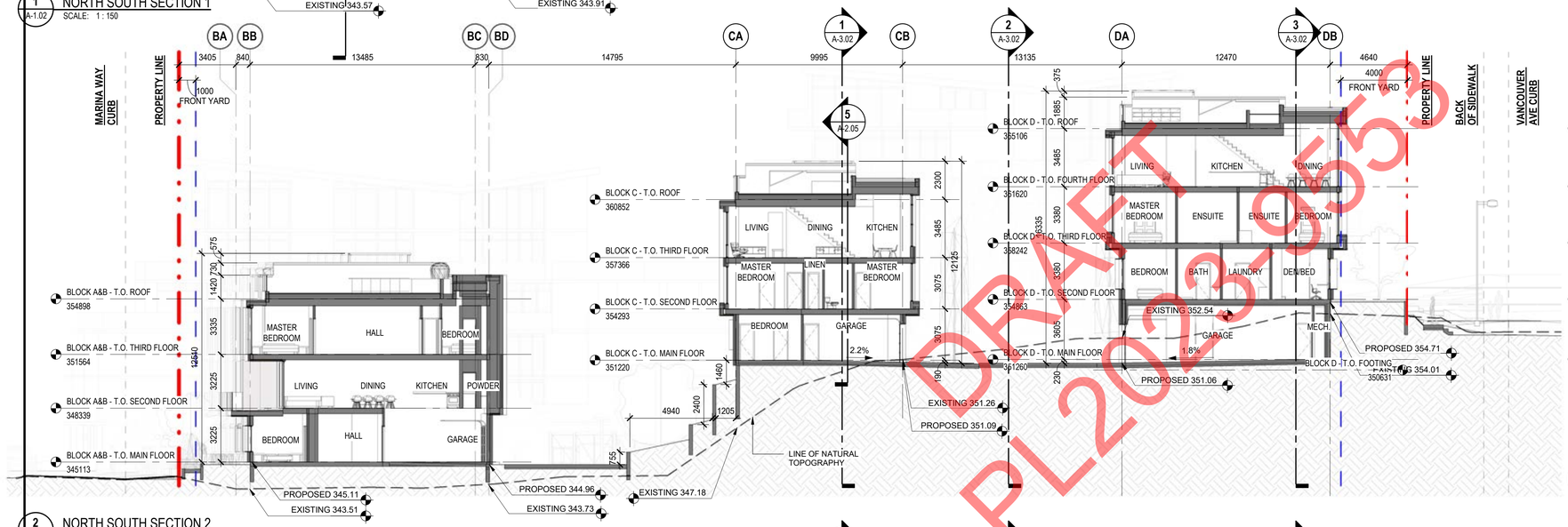

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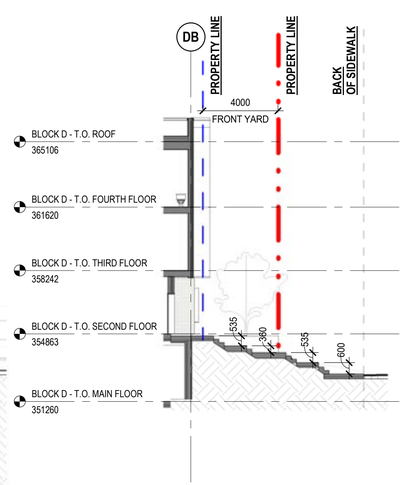

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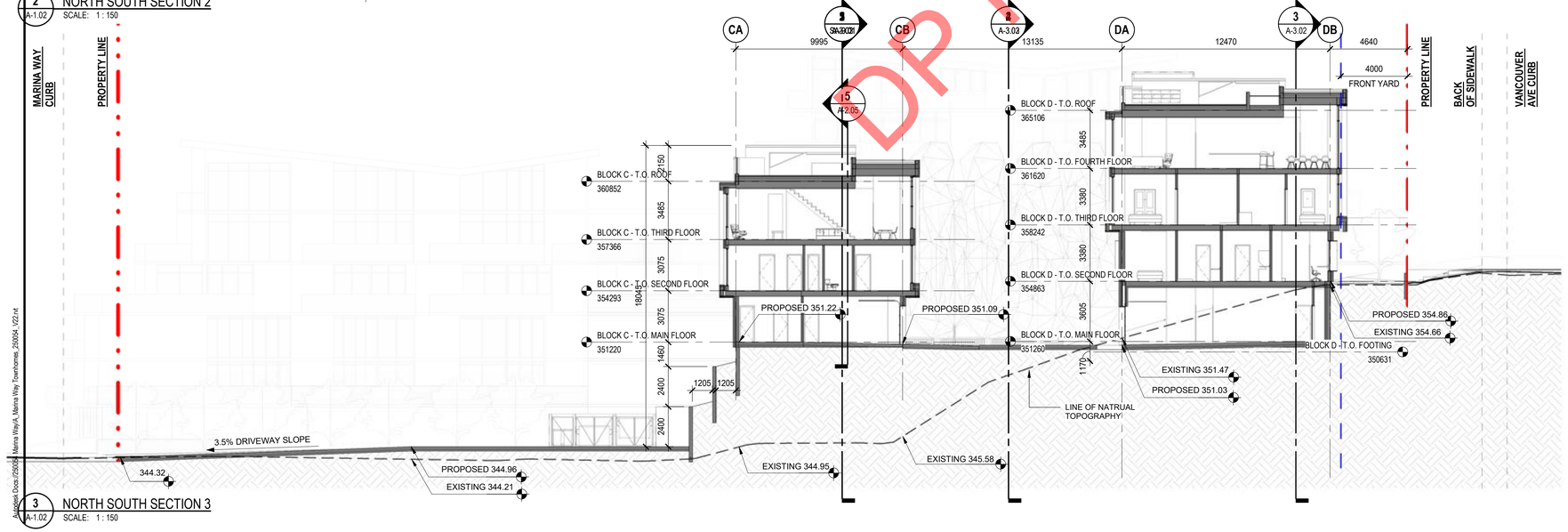

3 A-1.02 NORTH SOUTH SECTION 3
SCALE: 1 : 150

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3	2023-02-10	ISSUED FOR REVIEW	
2	2023-01-27	ISSUED FOR REVIEW	
1	2022-06-03	RE-DP	

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PROJECT
BEACH HOUSE
ON OKANAGAN LAKE
Marina Way, Penticton, BC

DRAWING TITLE
SITE SECTIONS

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ISSUED FOR REVIEW

PROJECT NO.	PLOT DATE	DRAWN
230122	2023-06-02	Author
	SCALE 1 : 150	REVIEWED Checker
DRAWING NO. A-3.01		REVISION 9

PAPERSIZE @ 100% SCALE: ARCH D (24 x 36 in.)
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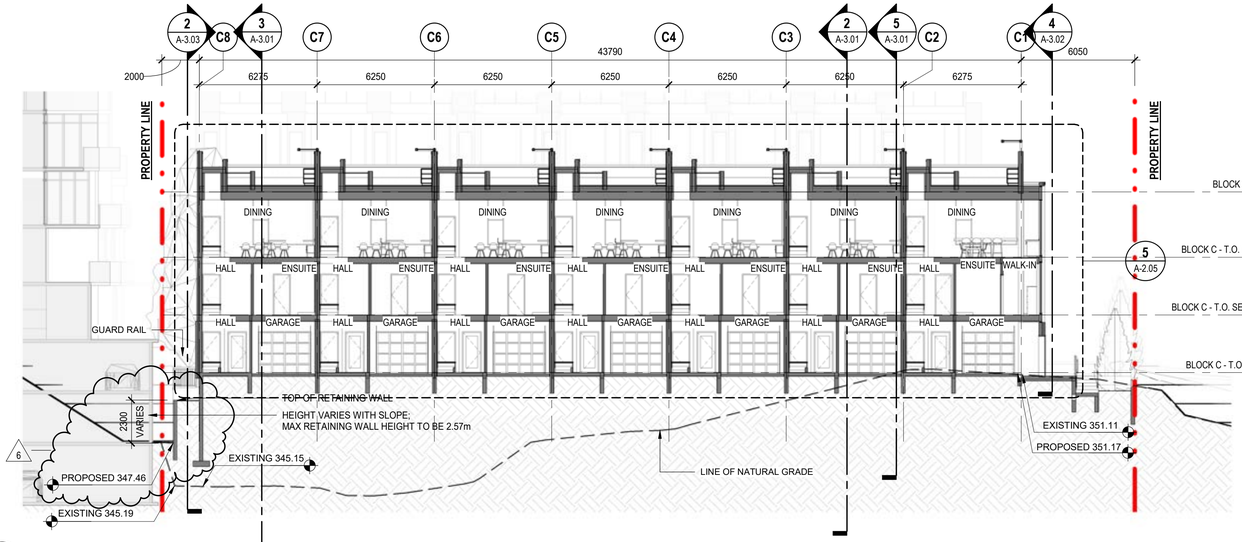

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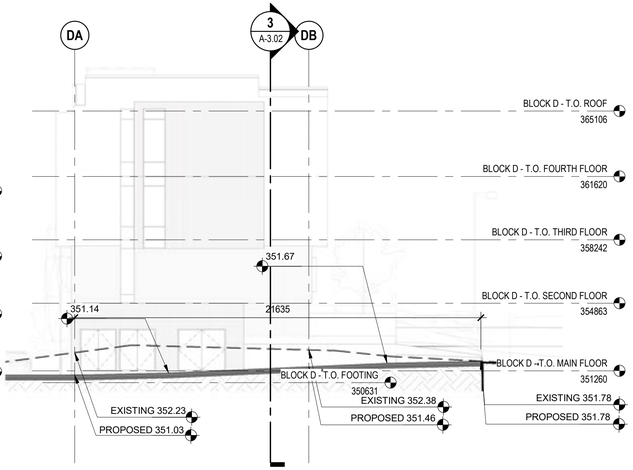

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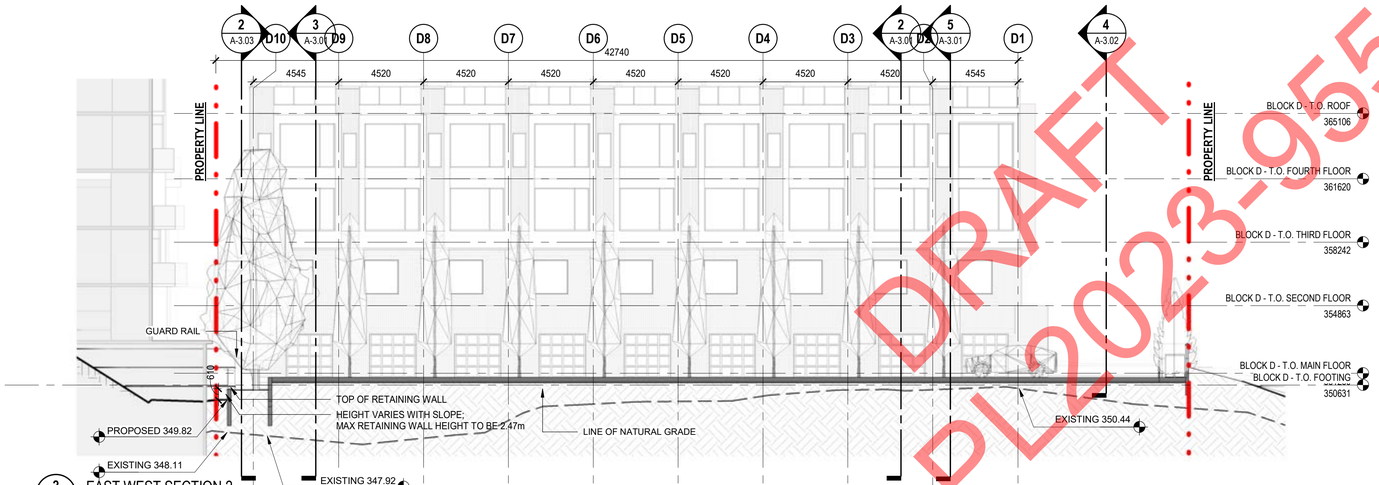

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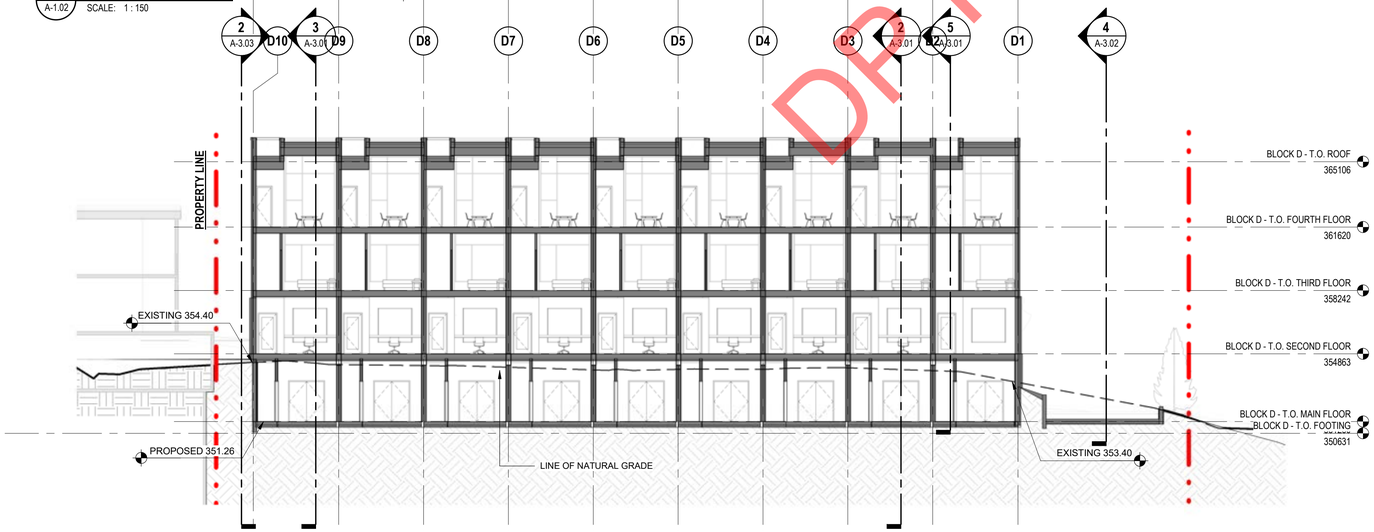

3 A-1.02 EAST WEST SECTION 3
SCALE: 1 : 150

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Wildstone CONSTRUCTION GROUP

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6	2023-06-07	REISSUED FOR DEVELOPMENT PERMIT	
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PROJECT
BEACH HOUSE
ON OKANAGAN LAKE
Marina Way, Penticton, BC

DRAWING TITLE
SITE SECTIONS

DRAWING ISSUE
REISSUED FOR DEVELOPMENT PERMIT

PROJECT NO.	PLOT DATE	DRAWN
230122	2023-06-07	Author
	SCALE 1 : 150	REVIEWED Checker

DRAWING NO. A-3.02
REVISION 6

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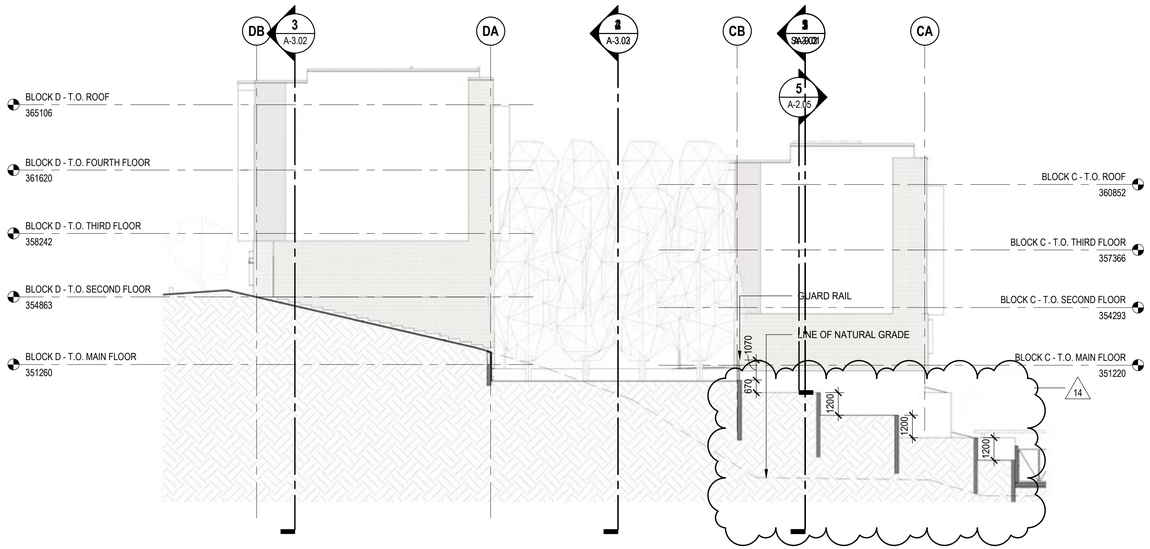

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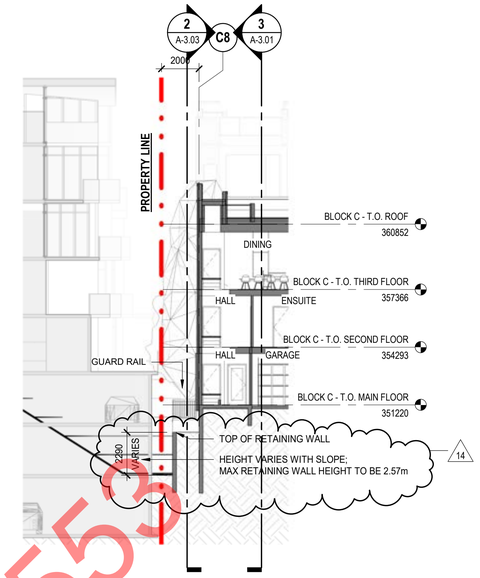

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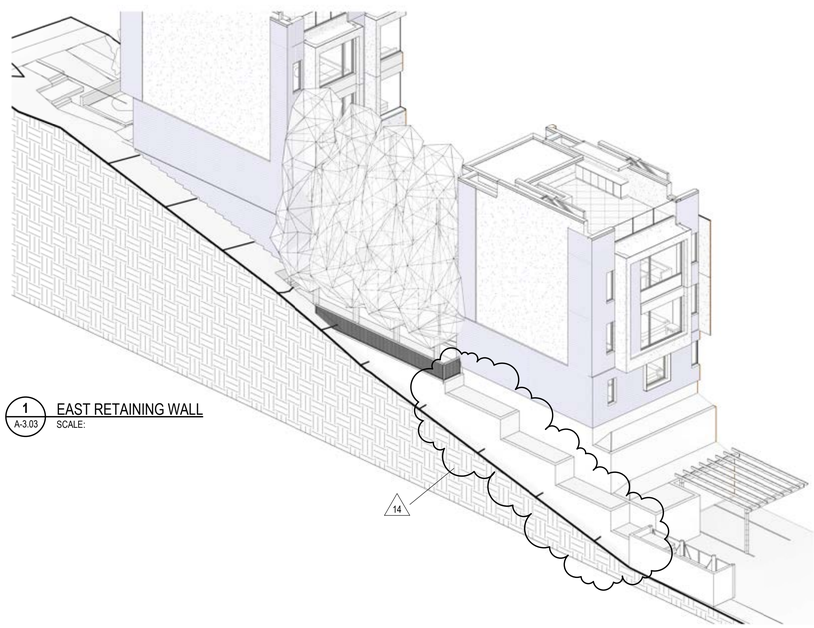

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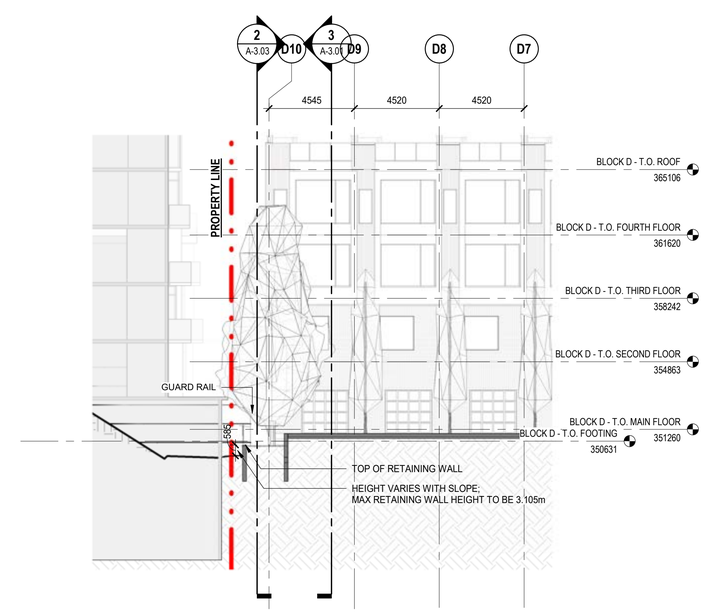

4 A-1.02 EAST WEST SECTION 2 RW
SCALE: 1 : 150

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DP PL2023-9559

PAPERSIZE @ 100% SCALE: ARCH D (24 x 36 in.)

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Interrobang ?

Wildstone CONSTRUCTION GROUP

REV.	YYYY-MM-DD	REVISION / DRAWING ISSUE	REVIEW
14	2023-06-07	REISSUED FOR DEVELOPMENT PERMIT	
13	2023-06-02	ISSUED FOR REVIEW	
12	2023-06-01	REISSUED FOR DEVELOPMENT PERMIT	
11	2023-05-31	ISSUED FOR REVIEW	
10	2023-05-10	REISSUED FOR REVELOPMENT PERMIT	
9	2023-03-24	ISSUED FOR DEVELOPMENT PERMIT	
8	2023-03-10	ISSUED FOR REVIEW	
7	2023-02-10	ISSUED FOR REVIEW	
6	2023-01-27	ISSUED FOR REVIEW	
5	2023-01-23	ISSUED FOR REVIEW	
4	2023-01-17	ISSUED FOR REVIEW	
3	2022-06-04	ISSUED FOR DESIGN DEVELOPMENT	
2	2022-06-03	RE-DP	
1	2022-04-25	DEVELOPMENT PERMIT APPLICATION	

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PROJECT
BEACH HOUSE
ON OKANAGAN LAKE
Marina Way, Penticton, BC

DRAWING TITLE
SITE SECTIONS

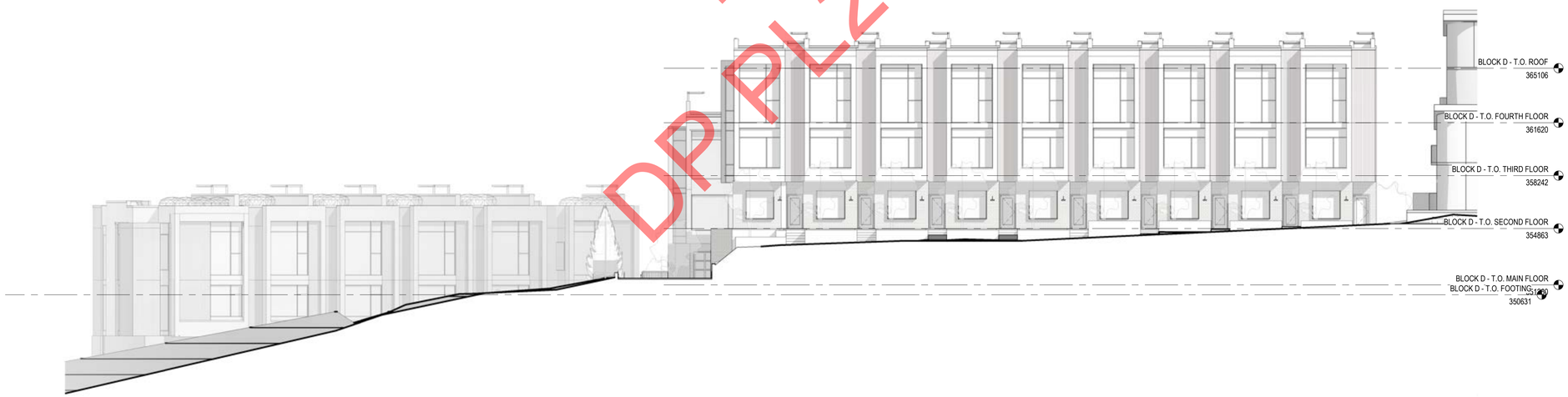
DRAWING ISSUE
REISSUED FOR DEVELOPMENT PERMIT

PROJECT NO.	PLOT DATE	DRAWN
230122	2023-06-07	Author
	SCALE: 1 : 150	REVIEWED: Checker

DRAWING NO. A-3.03
REVISION 14

PAPERSIZE @ 100% SCALE: ARCH D (24 x 36 in.)

1 OVERALL ELEVATIONS - NORTH
SCALE: 1 : 150



2 OVERALL ELEVATION - SOUTH
SCALE: 1 : 150

DRAFT
DP PL2023-9553

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REV.	YYYY-MM-DD	REVISION / DRAWING ISSUE	REVIEW
11	2023-06-02	ISSUED FOR REVIEW	
10	2023-06-01	REISSUED FOR DEVELOPMENT PERMIT	
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5	2023-02-10	ISSUED FOR REVIEW	
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1	2022-04-25	DEVELOPMENT PERMIT APPLICATION	

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PROJECT

BEACH HOUSE
ON OKANAGAN LAKE

Marina Way, Penticton, BC

DRAWING TITLE

OVERALL ELEVATION - NORTH & SOUTH

DRAWING ISSUE

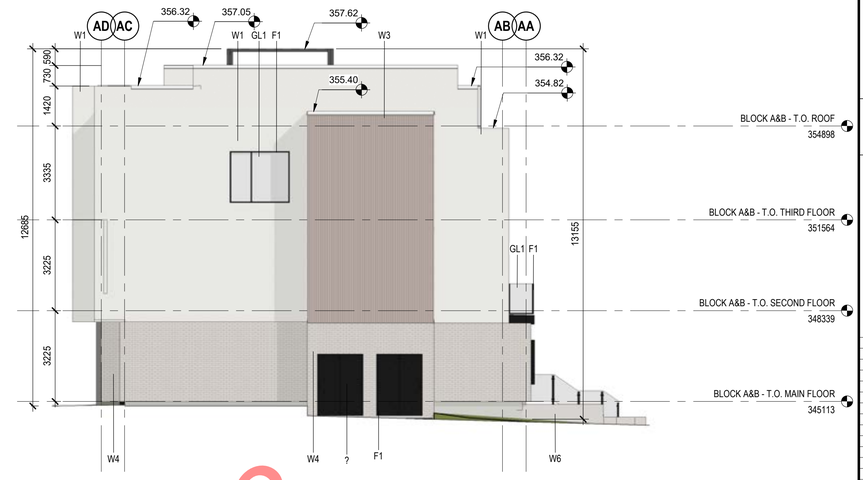
ISSUED FOR REVIEW

PROJECT NO.	PLOT DATE	DRAWN
230122	2023-06-02	Author
	SCALE 1 : 150	REVIEWED Checker

DRAWING NO.	REVISION
A-4.01	11

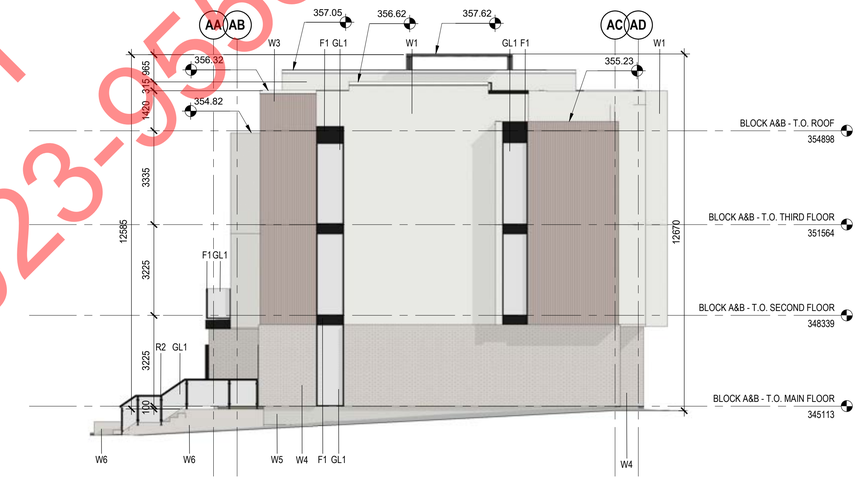
Autodesk Docs://230054_Marina Way/A_Marina Way Townhomes_230054_V22.rvt

1 BUILDING A - ELEVATION A NORTH
SCALE: 1 : 100

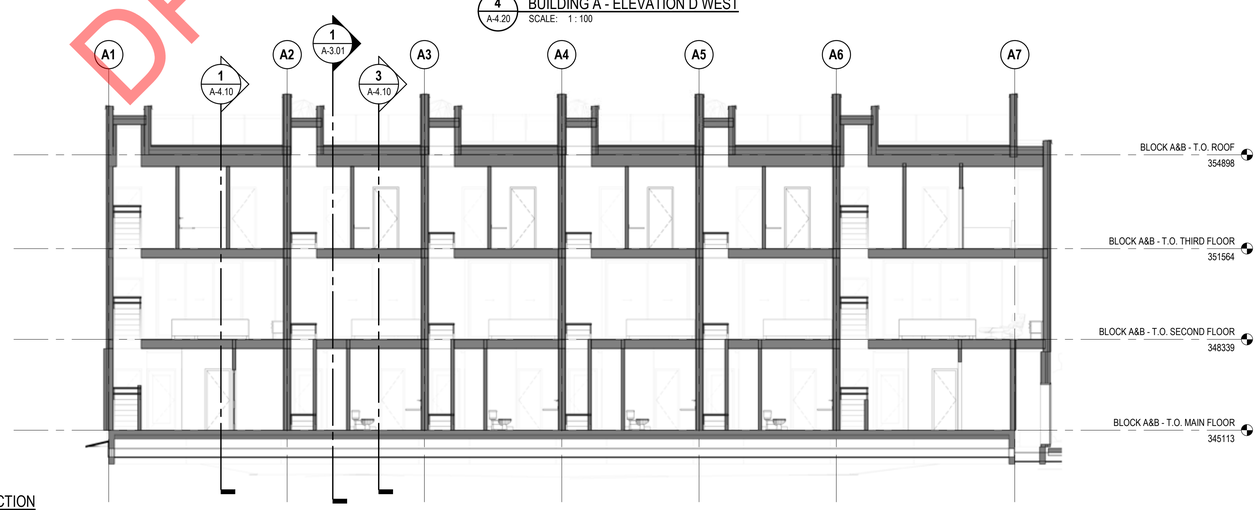


2 A-4.23 BUILDING A - ELEVATION B EAST
SCALE: 1 : 100

3 BUILDING A - ELEVATION C SOUTH
SCALE: 1 : 100



4 A-4.20 BUILDING A - ELEVATION D WEST
SCALE: 1 : 100



5 A-1.10 BUILDING A - SECTION
SCALE: 1 : 100

MATERIAL LEGEND

W3	VERTICAL METAL PLANK - GREY FIR FINISH
W4	STACKED BOND BRICK MASONRY FINISH
W5	EXPOSED CONCRETE
W6	PAINTED CONCRETE
WD1	VERTICAL WOOD PLANK - GREY FIR
F1	WINDOW FRAME - BLACK ANODIZED ALUMINUM
GL1	GLAZING - LIGHT GREY
GL-2	GLAZING - FROSTED
D1	PAINTED METAL - MATTE BLACK
R2	RAILING FRAME - BLACK ANODIZED ALUMINUM

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DP PL2023-9553

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Interrobang ?

Wildstone CONSTRUCTION GROUP

REV.	YYYY-MM-DD	REVISION / DRAWING ISSUE	REVIEW
12	2023-06-02	ISSUED FOR REVIEW	
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PROJECT
BEACH HOUSE
ON OKANAGAN LAKE
Marina Way, Penticton, BC

DRAWING TITLE
ENLARGED ELEVATIONS / SECTION - BUILDING A

DRAWING ISSUE
ISSUED FOR REVIEW

PROJECT NO.	PLOT DATE	DRAWN
230122	2023-06-02	Author
	SCALE: 1 : 100	REVIEWED: Checker

DRAWING NO. A-4.03
REVISION 12

PAPERSIZE @ 100% SCALE: ARCH D (24 x 36 in.)
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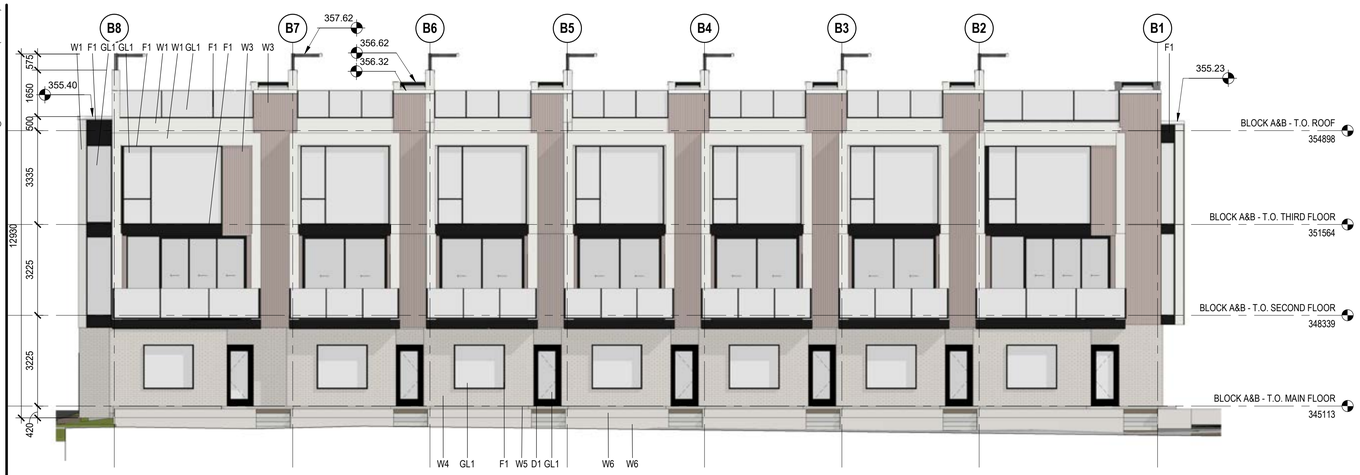

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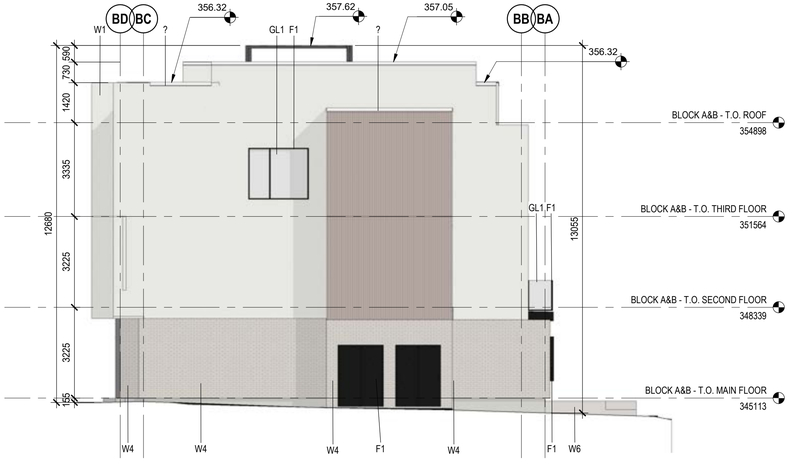
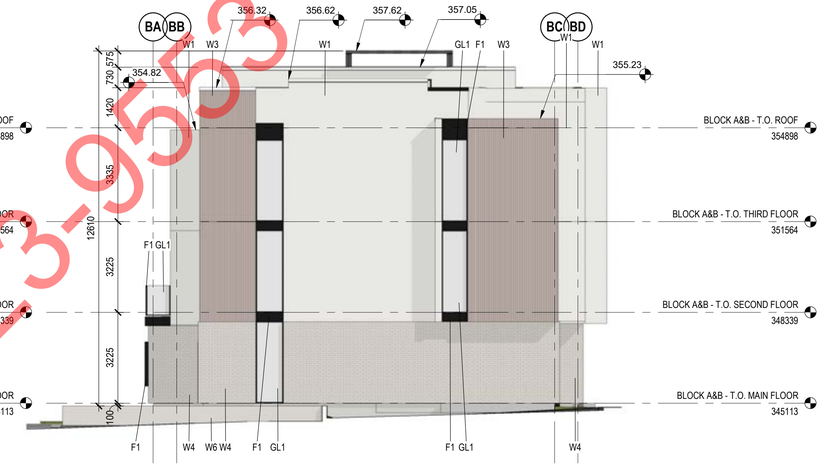
SCALE: 1 : 100

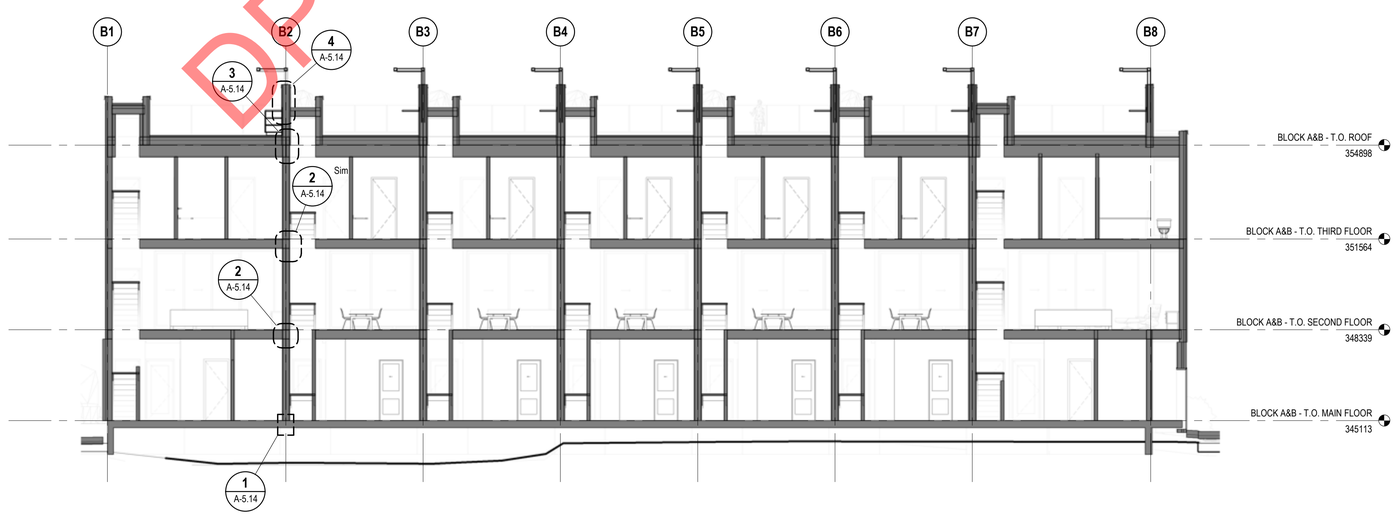


2 BUILDING B - ELEVATION B EAST
SCALE: 1 : 100

3 BUILDING B - ELEVATION C SOUTH
SCALE: 1 : 100



4 BUILDING B - ELEVATION D WEST
SCALE: 1 : 100



5 A-1.11 BUILDING B - SECTION
SCALE: 1 : 100

MATERIAL LEGEND

W3	VERTICAL METAL PLANK - GREY FIR FINISH
W4	STACKED BOND BRICK MASONRY FINISH
W5	EXPOSED CONCRETE
W6	PAINTED CONCRETE
WD1	VERTICAL WOOD PLANK - GREY FIR
F1	WINDOW FRAME - BLACK ANODIZED ALUMINUM
GL1	GLAZING - LIGHT GREY
GL-2	GLAZING - FROSTED
D1	PAINTED METAL - MATTE BLACK
R2	RAILING FRAME - BLACK ANODIZED ALUMINUM

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6	2023-02-10	ISSUED FOR REVIEW	
5	2023-01-27	ISSUED FOR REVIEW	
4	2023-01-17	ISSUED FOR REVIEW	
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PROJECT
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ON OKANAGAN LAKE
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DRAWING TITLE
ENLARGED ELEVATIONS / SECTION - BUILDING B

DRAWING ISSUE
ISSUED FOR REVIEW

PROJECT NO.	PLOT DATE	DRAWN
230122	2023-06-02	Author
	SCALE 1 : 100	REVIEWED Checker

DRAWING NO. A-4.04
REVISION 12

PAPERSIZE @ 100% SCALE ARCH D (24 x 36 in.)
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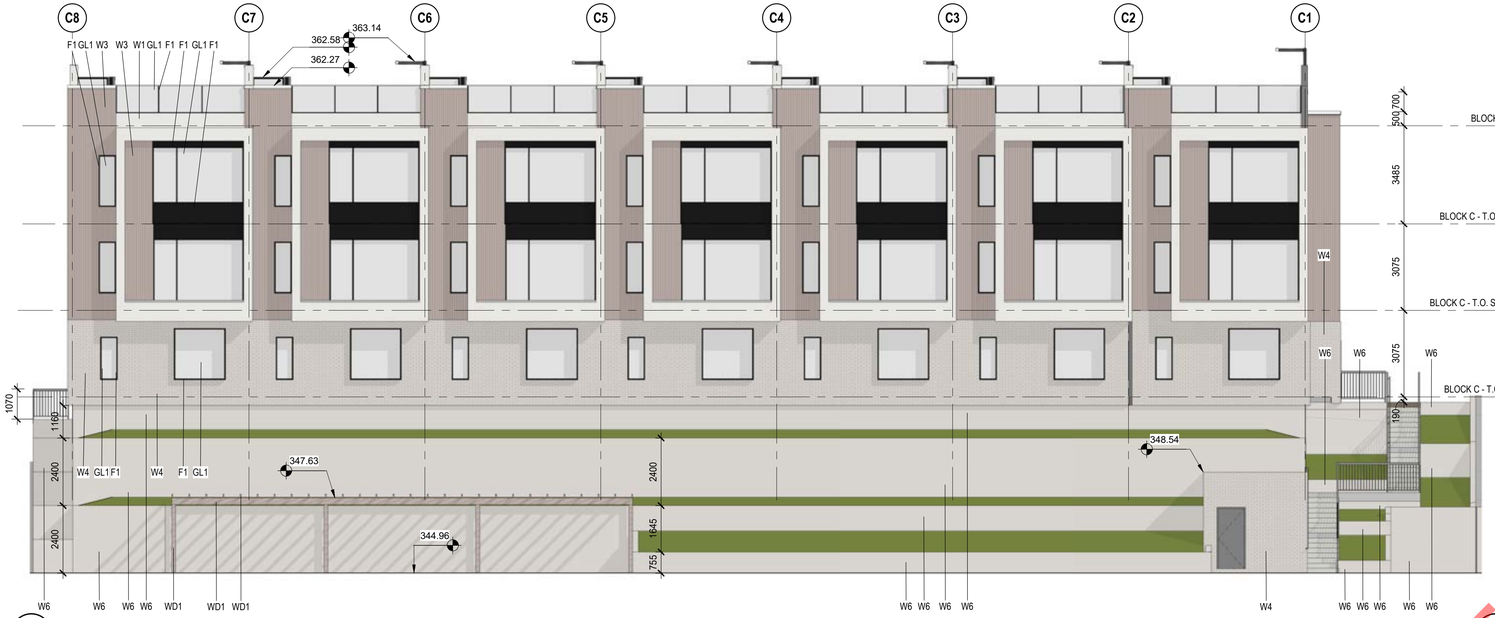
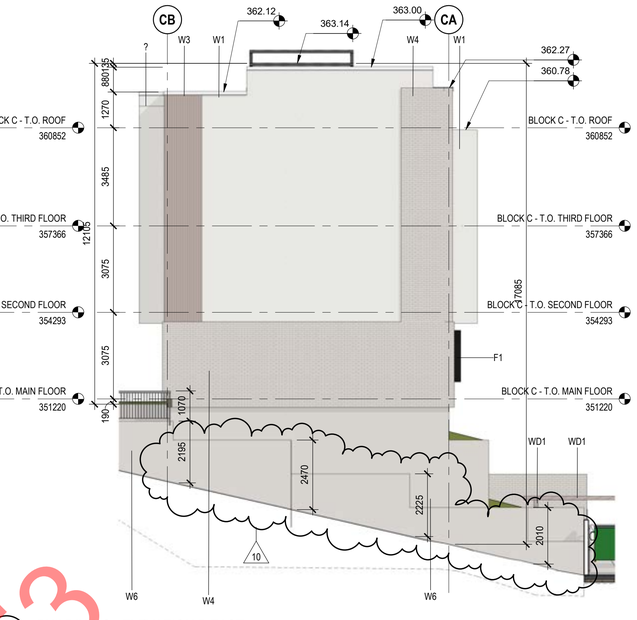
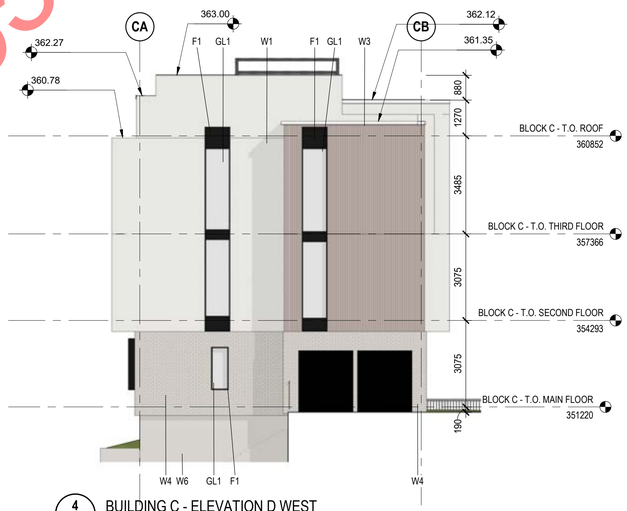


1 A-1.04 BUILDING C - ELEVATION A NORTH
SCALE: 1 : 100



2 A-1.04 BUILDING C - ELEVATION B EAST
SCALE: 1 : 100

3 BUILDING C - ELEVATION C SOUTH
SCALE: 1 : 100



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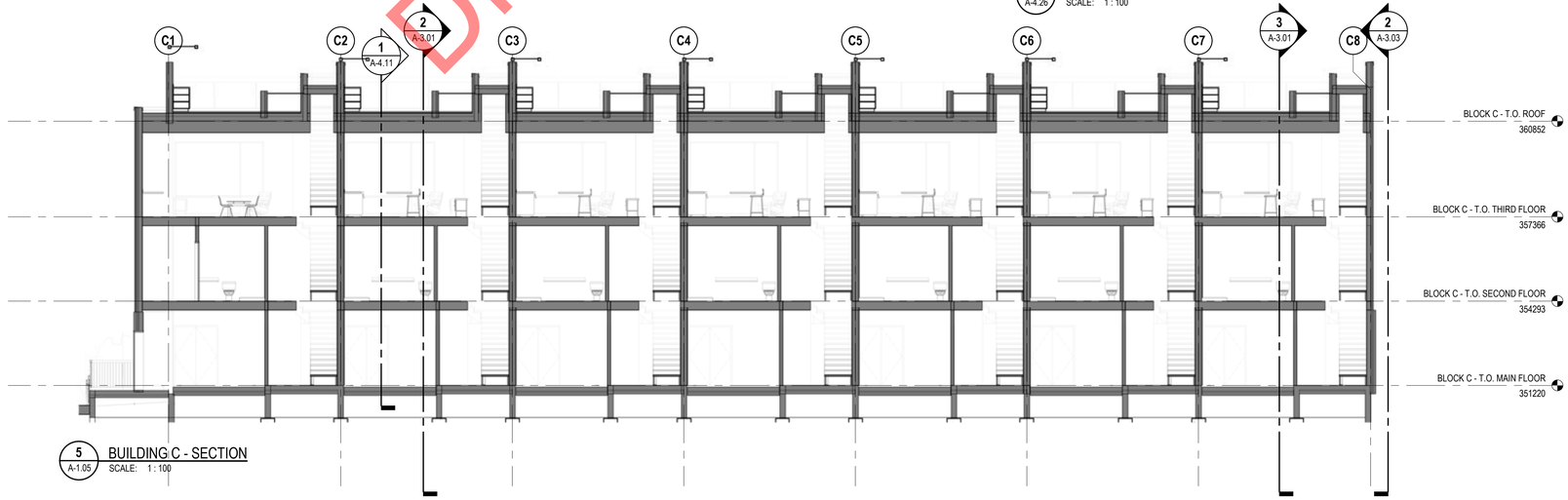

5 A-1.05 BUILDING C - SECTION
SCALE: 1 : 100

MATERIAL LEGEND

W3	VERTICAL METAL PLANK - GREY FIR FINISH
W4	STACKED BOND BRICK MASONRY FINISH
W5	EXPOSED CONCRETE
W6	PAINTED CONCRETE
WD1	VERTICAL WOOD PLANK - GREY FIR
F1	WINDOW FRAME - BLACK ANODIZED ALUMINUM
GL1	GLAZING - LIGHT GREY
GL-2	GLAZING - FROSTED
D1	PAINTED METAL - MATTE BLACK
R2	RAILING FRAME - BLACK ANODIZED ALUMINUM

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5	2023-03-24	ISSUED FOR DEVELOPMENT PERMIT	
4	2023-03-10	ISSUED FOR REVIEW	
3	2023-02-10	ISSUED FOR REVIEW	
2	2023-01-27	ISSUED FOR REVIEW	
1	2023-01-17	ISSUED FOR REVIEW	

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PROJECT
BEACH HOUSE
ON OKANAGAN LAKE
Marina Way, Penticton, BC

DRAWING TITLE
ENLARGED ELEVATIONS / SECTION - BUILDING C

DRAWING ISSUE
REISSUED FOR DEVELOPMENT PERMIT

PROJECT NO.	PLOT DATE	DRAWN
230122	2023-06-07	Author
	SCALE 1 : 100	REVIEWED Checker
DRAWING NO. A-4.05		REVISION 10

PAPERSIZE @ 100% SCALE: ARCH D (24 x 36 in.)
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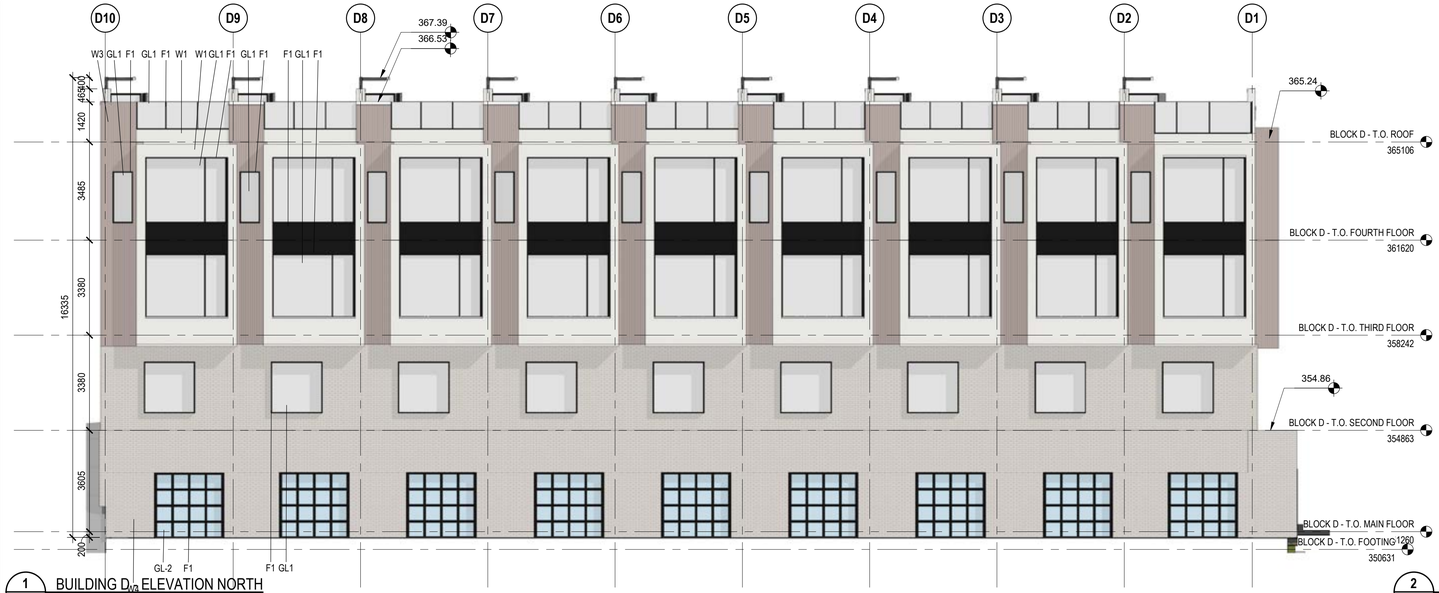

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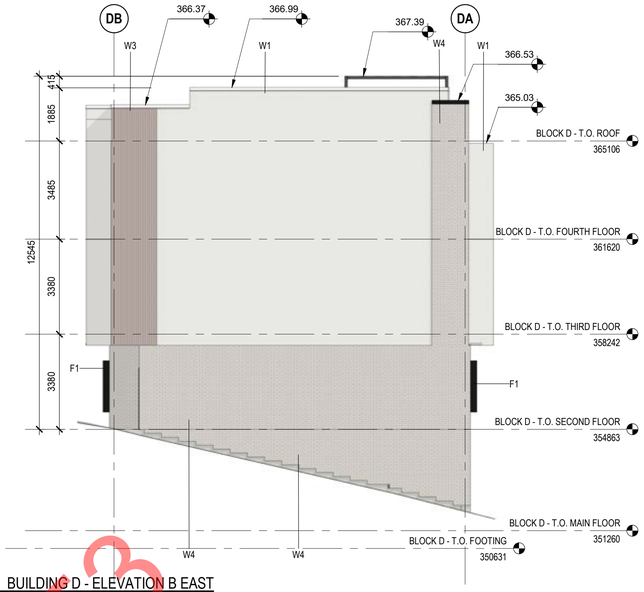
SCALE: 1 : 100



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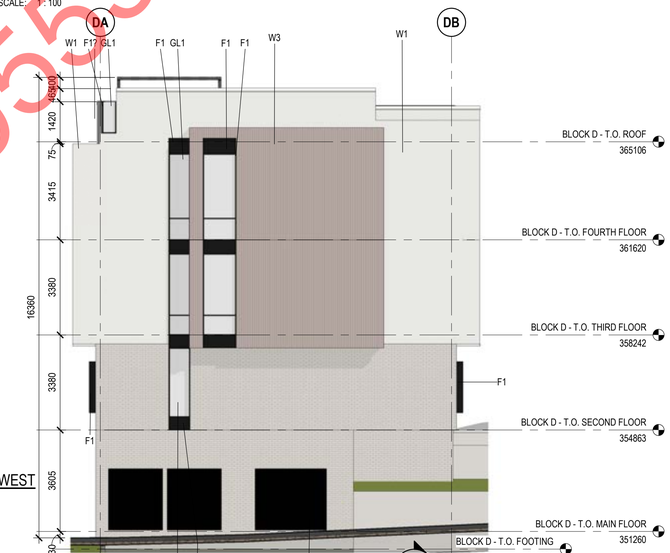
SCALE: 1 : 100

3 BUILDING D - ELEVATION C SOUTH
SCALE: 1 : 100



4 BUILDING D - ELEVATION D WEST
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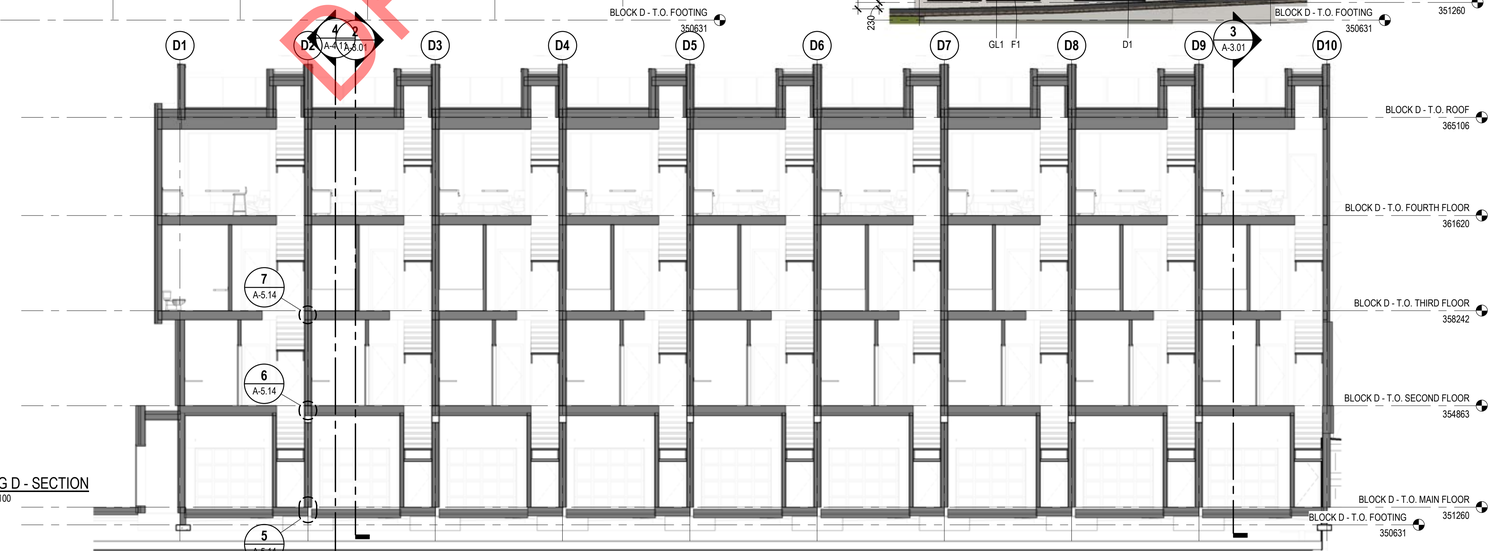

5 BUILDING D - SECTION
A-1.15 SCALE: 1 : 100

MATERIAL LEGEND

W3	VERTICAL METAL PLANK - GREY FIR FINISH
W4	STACKED BOND BRICK MASONRY FINISH
W5	EXPOSED CONCRETE
W6	PAINTED CONCRETE
WD1	VERTICAL WOOD PLANK - GREY FIR
F1	WINDOW FRAME - BLACK ANODIZED ALUMINUM
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Interrobang ?

Wildstone CONSTRUCTION GROUP

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5	2023-03-24	ISSUED FOR DEVELOPMENT PERMIT	
4	2023-03-10	ISSUED FOR REVIEW	
3	2023-02-10	ISSUED FOR REVIEW	
2	2023-01-27	ISSUED FOR REVIEW	
1	2023-01-17	ISSUED FOR REVIEW	

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PROJECT

BEACH HOUSE
ON OKANAGAN LAKE

Marina Way, Penticton, BC

DRAWING TITLE

ENLARGED ELEVATIONS / SECTION - BUILDING D

DRAWING ISSUE

ISSUED FOR REVIEW

PROJECT NO.	PLOT DATE	DRAWN
230122	2023-06-02	Author
	SCALE 1 : 100	REVIEWED Checker

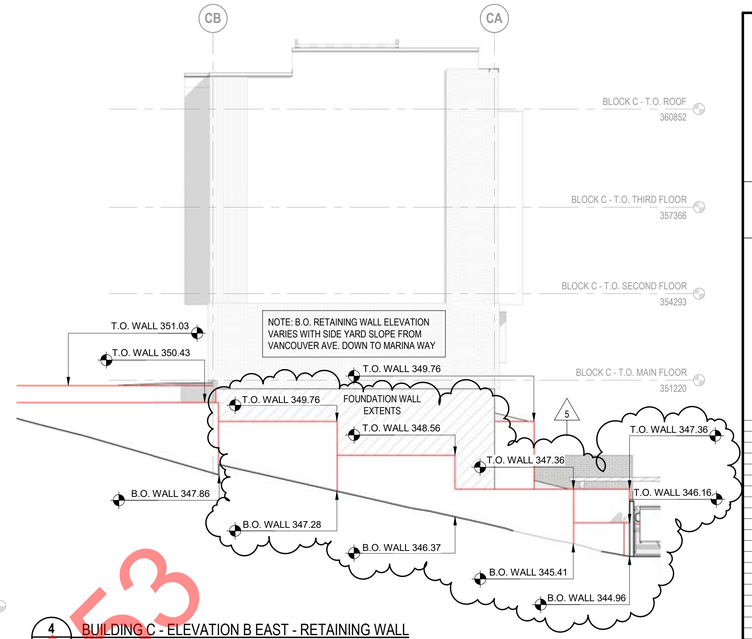
DRAWING NO. A-4.06

REVISION 9

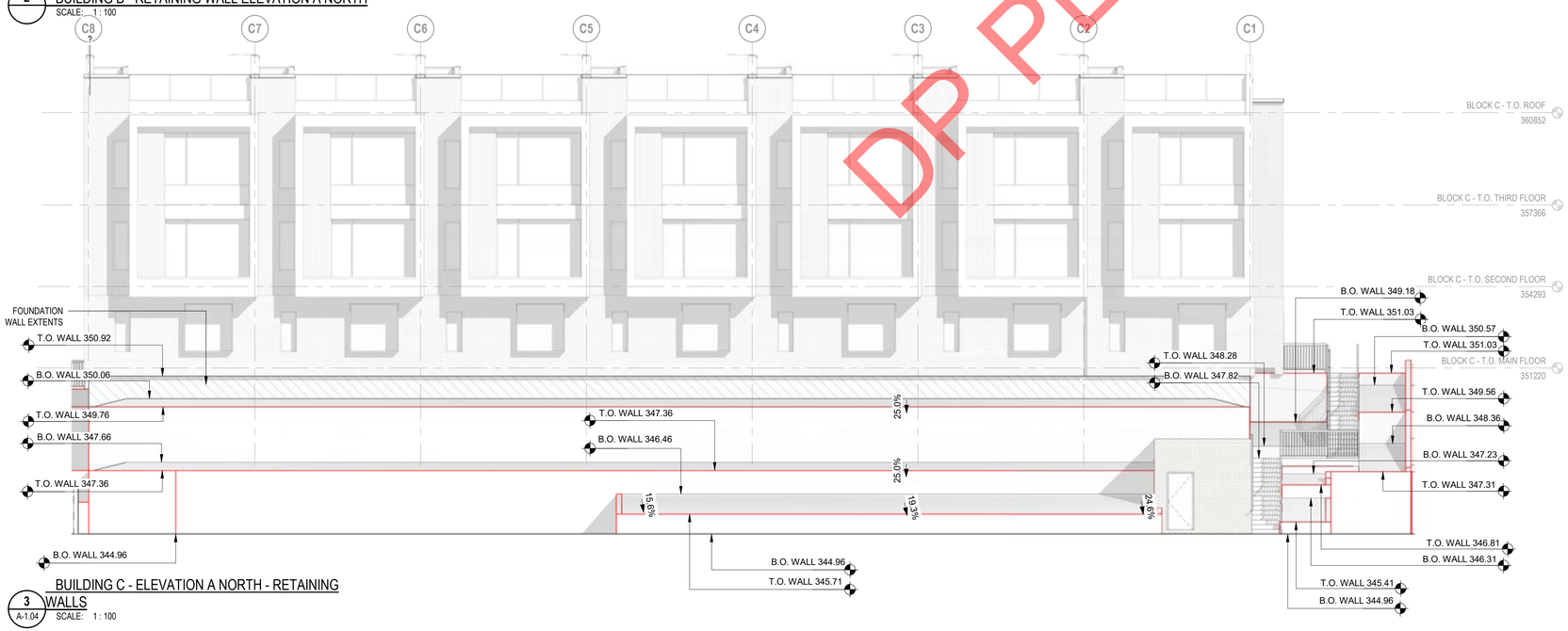
PAPERSIZE @ 100% SCALE: ARCH D (24 x 36 in.)
Autodesk Docs://230304 Marina Way/A_Marina Way Townhomes_23054_V22.rvt

1 BUILDING A - RETAINING WALL ELEVATION A NORTH
SCALE: 1 : 100

2 BUILDING B - RETAINING WALL ELEVATION A NORTH
SCALE: 1 : 100



4 A-1.04 BUILDING C - ELEVATION B EAST - RETAINING WALL
SCALE: 1 : 100

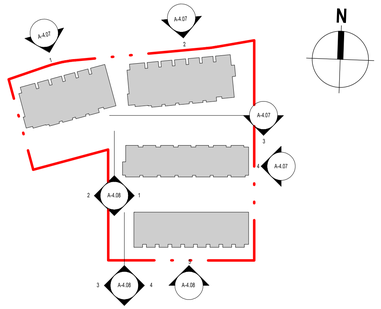


3 A-1.04 BUILDING C - ELEVATION A NORTH - RETAINING WALLS
SCALE: 1 : 100

LEGEND

	RETAINING WALL
T.O. WALL	TOP OF RETAINING WALL ELEVATION
B.O. WALL	BOTTOM OF RETAINING WALL ELEVATION

NOTE:
ALL RETAINING WALLS TO BE PAINTED FINISH (W6) UNLESS NOTED OTHERWISE



RETAINING WALL ELEVATION KEY PLAN
SCALE: 1 : 1000

DRAFT
DP PL2023-9553

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Interrobang ?

Wildstone CONSTRUCTION GROUP

REV.	YYYY-MM-DD	REVISION / DRAWING ISSUE	REVIEW
5	2023-06-07	REISSUED FOR DEVELOPMENT PERMIT	
4	2023-06-02	ISSUED FOR REVIEW	
3	2023-06-01	REISSUED FOR DEVELOPMENT PERMIT	
2	2023-05-31	ISSUED FOR REVIEW	
1	2023-05-10	REISSUED FOR REVELOPMENT PERMIT	

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PROJECT
BEACH HOUSE
ON OKANAGAN LAKE
Marina Way, Penticton, BC

DRAWING TITLE
RETAINING WALL ELEVATIONS

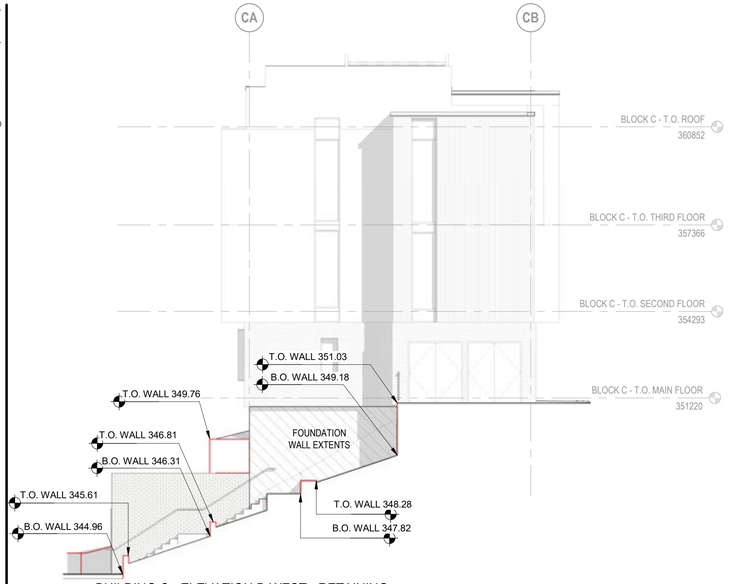
DRAWING ISSUE
REISSUED FOR DEVELOPMENT PERMIT

PROJECT NO.	PLOT DATE	DRAWN
230122	2023-06-07	Author
	SCALE: As indicated	REVIEWED: Checker

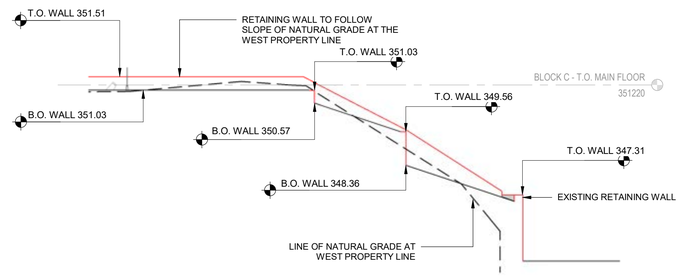
DRAWING NO. A-4.07
REVISION 5

PAPERSIZE @ 100% SCALE: ARCH D (24 x 36 in.)
Autodesk Docs://230054_Marina Way/A_Marina Way Townhomes_230054_V22.rvt

PAPERSIZE @ 100% SCALE ARCH D (24 x 36 in.)



1 A-4.26 BUILDING C - ELEVATION D WEST - RETAINING WALLS
SCALE: 1 : 100

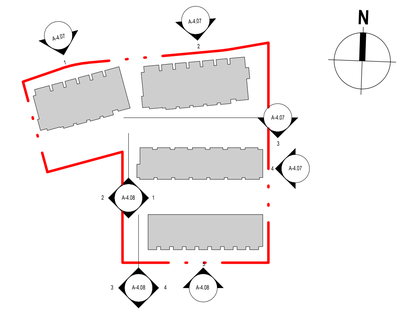


2 SITE - ELEVATION B EAST - STAIR RETAINING WALL
SCALE: 1 : 100

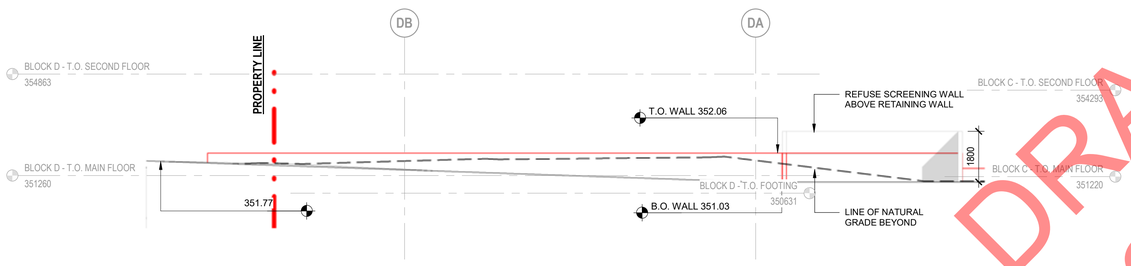
LEGEND

	RETAINING WALL
T.O. WALL	TOP OF RETAINING WALL ELEVATION
B.O. WALL	BOTTOM OF RETAINING WALL ELEVATION

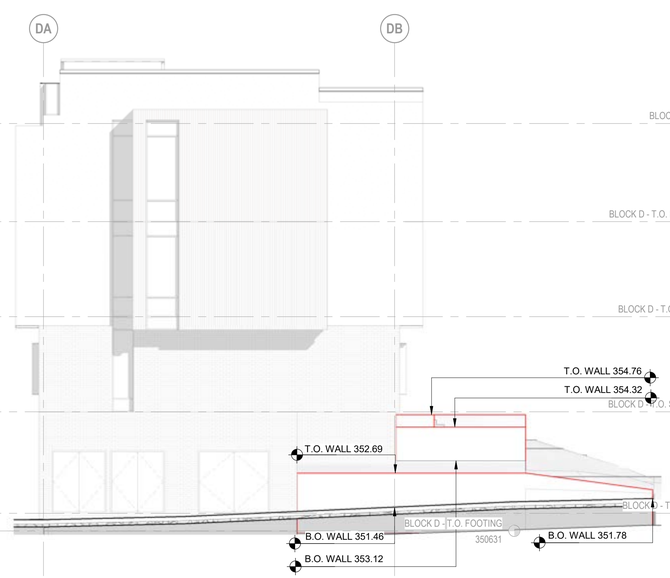
NOTE:
ALL RETAINING WALLS TO BE PAINTED FINISH (W6) UNLESS NOTED OTHERWISE



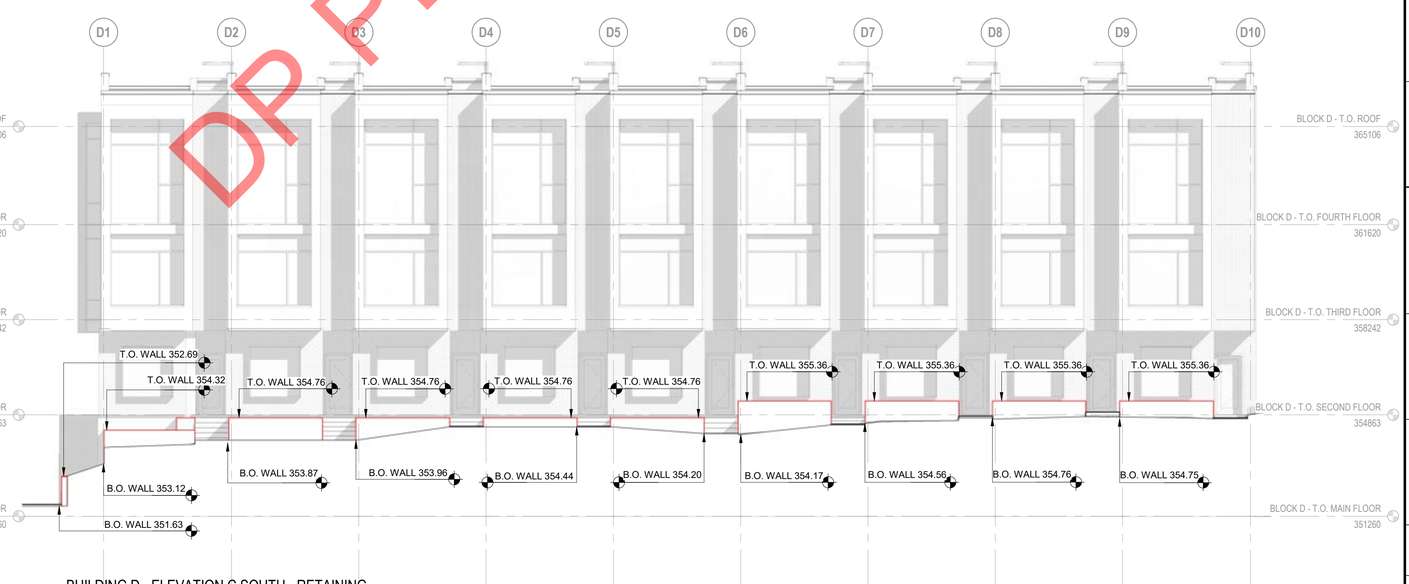
RETAINING WALL ELEVATION KEY PLAN
SCALE: 1 : 1000



3 SITE - ELEVATION A EAST - RETAINING WALL
SCALE: 1 : 100



4 BUILDING D - ELEVATION D WEST - RETAINING WALL
SCALE: 1 : 100



5 BUILDING D - ELEVATION C SOUTH - RETAINING WALL
SCALE: 1 : 100

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Interrobang ?

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REV.	YYYY-MM-DD	REVISION / DRAWING ISSUE	REVIEW
4	2023-06-02	ISSUED FOR REVIEW	
3	2023-06-01	REISSUED FOR DEVELOPMENT PERMIT	
2	2023-05-31	ISSUED FOR REVIEW	
1	2023-05-10	REISSUED FOR REVELOPMENT PERMIT	

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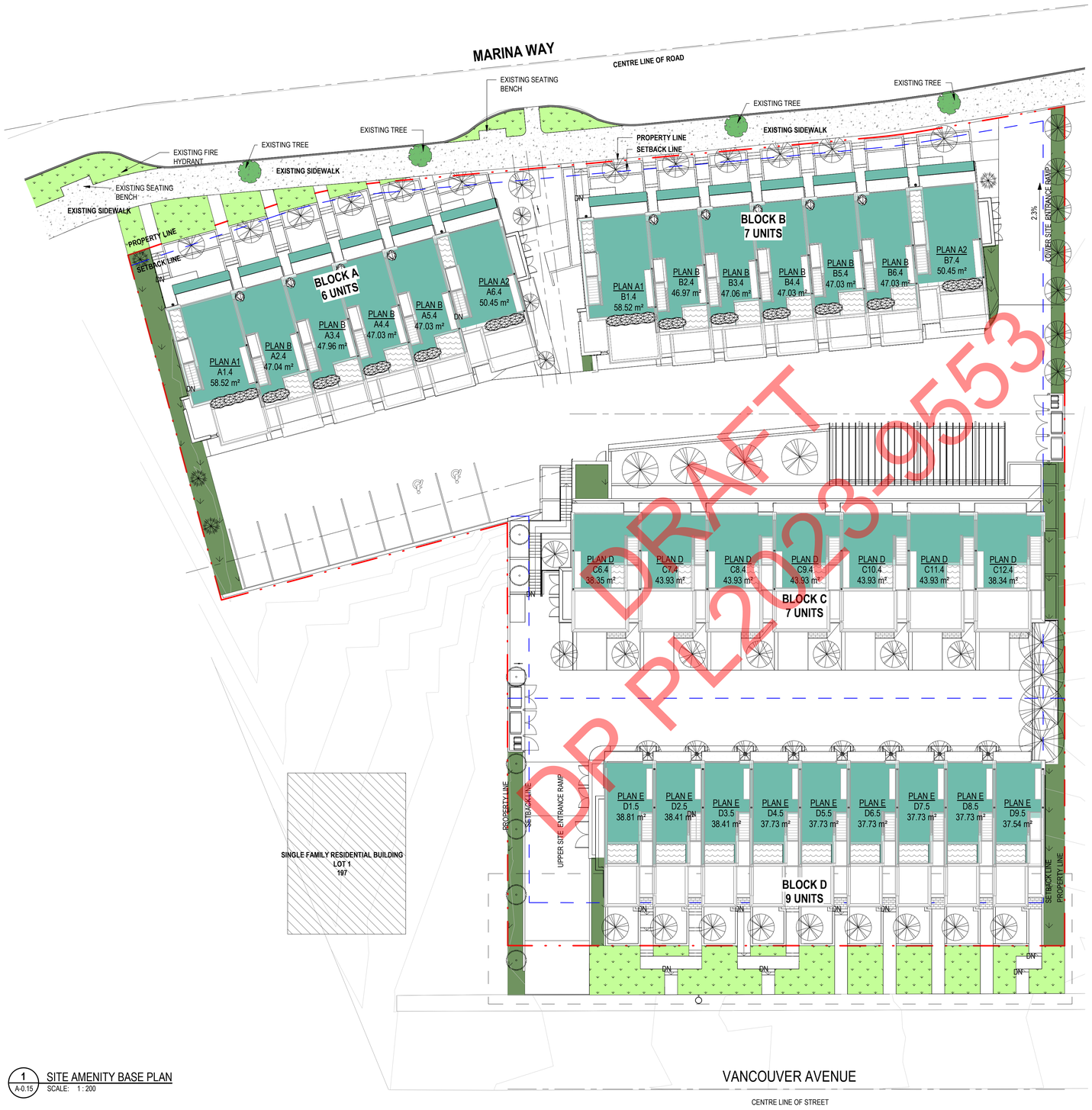
PROJECT
BEACH HOUSE
ON OKANAGAN LAKE
Marina Way, Penticton, BC

DRAWING TITLE
RETAINING WALL ELEVATIONS

DRAWING ISSUE
ISSUED FOR REVIEW

PROJECT NO.	PLOT DATE	DRAWN
230122	2023-06-02	Author
	SCALE: As indicated	REVIEWED: Checker

DRAWING NO. A-4.08
REVISION 4



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1 A-0.15 SITE AMENITY BASE PLAN
SCALE: 1 : 200

PRIVATE OUTDOOR AMENITY AREA

PRIVATE OUTDOOR AMENITY AREA

Area - Block	Area - Plan Type	Area
BLOCK A	PLAN A1	18.83 m²
BLOCK A	PLAN A1	58.52 m²
BLOCK A	PLAN A2	18.94 m²
BLOCK A	PLAN A2	50.45 m²
BLOCK A	PLAN B	11.49 m²
BLOCK A	PLAN B	189.08 m²
BLOCK A: 12		347.31 m²
BLOCK B	PLAN A1	18.59 m²
BLOCK B	PLAN A1	58.52 m²
BLOCK B	PLAN A2	18.68 m²
BLOCK B	PLAN A2	50.45 m²
BLOCK B	PLAN B	0.00 m²
BLOCK B	PLAN B	235.14 m²
BLOCK B: 14		381.38 m²
BLOCK C	PLAN D	296.33 m²
BLOCK C: 7		296.33 m²
BLOCK D	PLAN E	341.82 m²
BLOCK D: 9		341.82 m²
OVERALL AREA		1366.83 m²

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4	2023-06-01	REISSUED FOR DEVELOPMENT PERMIT	
3	2023-05-10	REISSUED FOR REVELOPMENT PERMIT	
2	2023-03-24	ISSUED FOR DEVELOPMENT PERMIT	
1	2023-03-10	ISSUED FOR REVIEW	

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PROJECT

BEACH HOUSE
ON OKANAGAN LAKE

Marina Way, Penticton, BC

DRAWING TITLE

AMENITY FLOOR

DRAWING ISSUE

REISSUED FOR DEVELOPMENT PERMIT

PROJECT NO.	PLOT DATE	DRAWN
230122	2023-06-01	Author
	SCALE: As indicated	REVIEWED: Checker

DRAWING NO. A-7.04

REVISION 4

PAPERSIZE @ 100% SCALE: ARCH D (24 x 36 in.)
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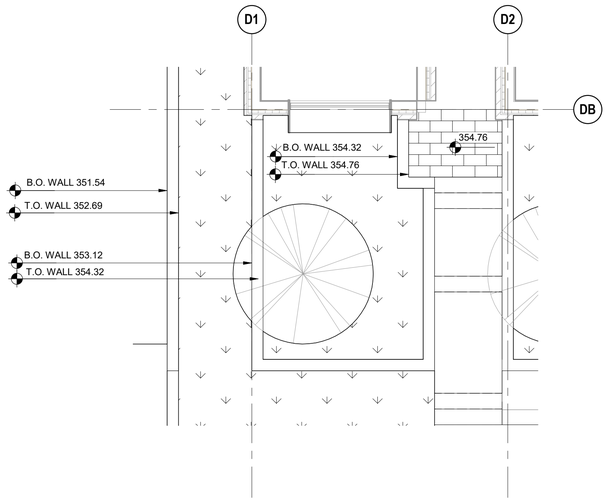
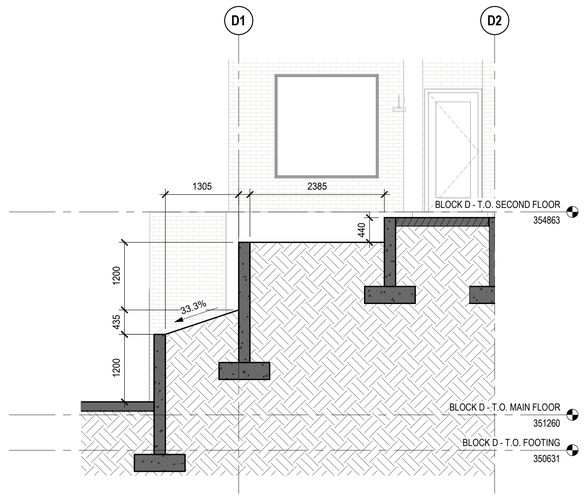
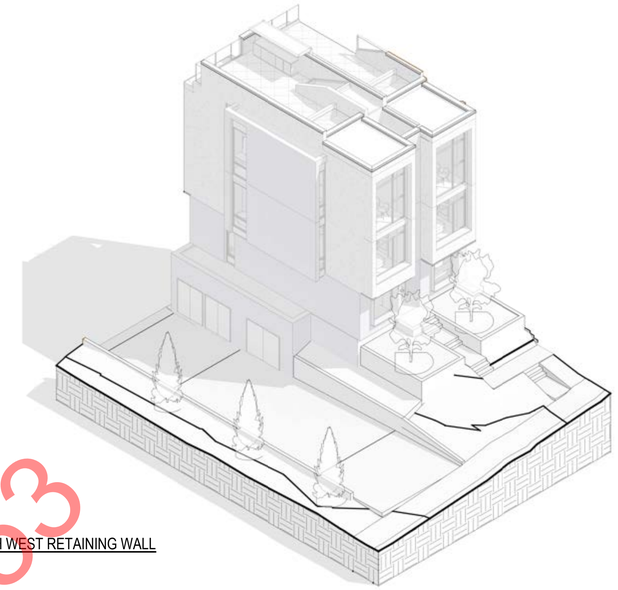


5 BLOCK D - SOUTH WEST RETAINING WALL
SCALE: 1 : 50



4 BLOCK D - SOUTH WEST RETAINING WALL
SCALE: 1 : 50



6 BLOCK D - SOUTH WEST RETAINING WALL
SCALE:

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DP PL2023-9553

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Interrobang ?

Wildstone CONSTRUCTION GROUP

REV.	YYYY-MM-DD	REVISION / DRAWING ISSUE	REVIEW
2	2023-06-01	REISSUED FOR DEVELOPMENT PERMIT	
1	2023-05-10	REISSUED FOR REVELOPMENT PERMIT	

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PROJECT

BEACH HOUSE
ON OKANAGAN LAKE

Marina Way, Penticton, BC

DRAWING TITLE

BLOCK D RETAINING WALL

DRAWING ISSUE

REISSUED FOR DEVELOPMENT PERMIT

PROJECT NO.	PLOT DATE	DRAWN
230122	2023-06-01	Author
	SCALE: 1 : 50	REVIEWED: Checker

DRAWING NO.	REVISION
A-9.03	2

PAPERSIZE @ 100% SCALE: ARCH D (24 x 36 in.)
Autodesk Docs://230054_Marina Way/A_Marina Way Townhomes_230054_V22.rvt

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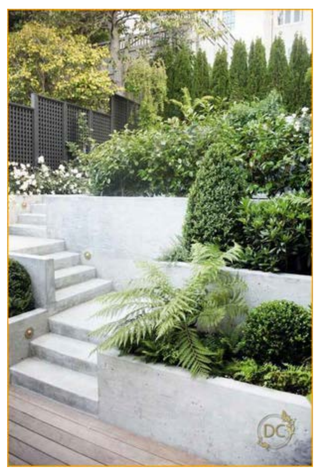
DP PL2023-9553

LANDSCAPE LEGEND

KEY	REF.	DESCRIPTION
	6,7 / LD-01	CONCRETE PAVING
Tan	5 / LD-01	FEATURE PAVERS
	8 / LD-01	HYDRAPRESSED SLAB
		DRIP STRIP
	1 / LD-01	PROPOSED TREE Refer to tree schedule
	2 / LD-01	SHRUB PLANTING
		PATH LIGHT
		WOOD PRIVACY FENCE



PLANT SCHEDULE

TREES	BOTANICAL / COMMON NAME	CONT	CAL	SIZE	QTY
	Acer palmatum / Japanese Maple	B&B	6cm		3
	Fagus sylvatica `Dawyck Gold` / European Beech	B&B	6cm		21
	Magnolia stellata / Star Magnolia	B&B	6cm		4
	Picea glauca / White Spruce	B&B		3.0m ht	4

IRRIGATION UTILITIES

KEY	REF.	DESCRIPTION
IR		IRRIGATION STUB-OUT Quick Coupler Location for Water/Washing To be Coordinated with Mechanical

1:150 0 1.5m 3 4.5 6 7.5 9 10.5 12 13.5 15 16.5 18 19.5 21 22.5

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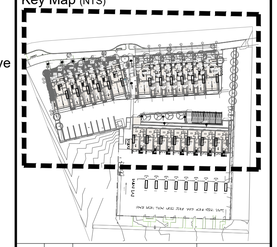
MOUNT PLEASANT STUDIO
102-355 Kingsway
Vancouver, BC
V5T 3J7
www.vdz.ca 604-882-0024

Key Map (NTS)



No.	By:	Description	Date
3	PC	Issued for DP resubmission	2023-05-31
2	PC	Issued for DP resubmission	2023-05-04
1	PC	Issued for DP	2023-03-27

REVISIONS TABLE FOR DRAWINGS

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No.	By:	Description	Date
1	PC	DP Resubmission Revision	June 6, 2023

REVISIONS TABLE FOR SHEET

Project:
Beach House Penticton

Location:
230 Marina way,
Penticton, B.C.

Drawn: DZ
Checked: PC
Approved: MVDZ
Scale: 1:150
Stamp:
Original Sheet Size: 24"x36"

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Drawing Title: LANDSCAPE PLAN-P1&L1

NORTH

VDZ Project #: DP2023-04

Drawing #: L-02

Z:\PROJECTS\DEVELOPMENT PERMIT\ACTIVE\DP2023-04 BEACH HOUSE PENTICTON\5. DWG\SHEETS\L-02 LANDSCAPE PLAN - P1.DWG

LANDSCAPE LEGEND

KEY	REF.	DESCRIPTION
	6,7 / LD-01	CONCRETE PAVING
Charcoal	5 / LD-01	FEATURE PAVERS
	8 / LD-01	HYDRAPRESSED SLAB
		DRIP STRIP
	1 / LD-01	PROPOSED TREE Refer to tree schedule
	2 / LD-01	SHRUB PLANTING
		GUARD RAIL
		WOOD PRIVACY FENCE

NOTE
Steps to follow grade and to provide access to ground units with no fall heights greater than 600mm

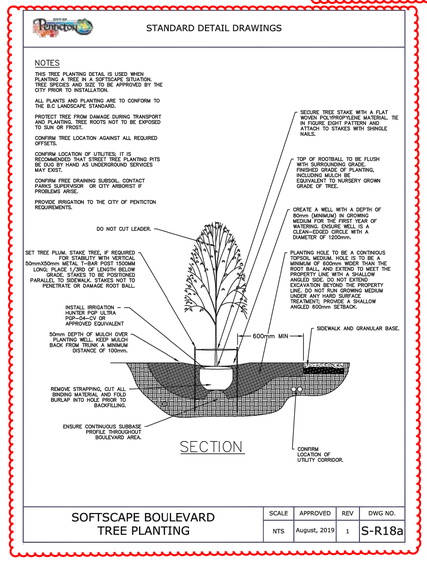
IRRIGATION UTILITIES

KEY	REF.	DESCRIPTION
IR		IRRIGATION STUB-OUT Quick Coupler Location for Water/Washing To be Coordinated with Mechanical

PLANT SCHEDULE

TREES	BOTANICAL / COMMON NAME	CONT	CAL	SIZE	QTY
	Fagus sylvatica `Dawyck Gold` / European Beech	B&B	6cm		20
	Magnolia stellata / Star Magnolia	B&B	6cm		9
	Picea glauca / White Spruce	B&B		3.0m ht	5

STREET TREE	BOTANICAL / COMMON NAME	CONT	CAL	SIZE	QTY
	Street Tree	B&B	6cm cal		1



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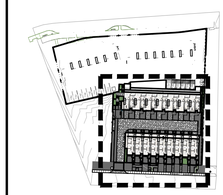
Key Map (NTS)



No.	By:	Description	Date
3	PC	Issued for DP resubmission	2023-05-31
2	PC	Issued for DP resubmission	2023-05-04
1	PC	Issued for DP	2023-03-27

REVISIONS TABLE FOR DRAWINGS

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No.	By:	Description	Date
1	PC	DP Resubmission Revision	June 6, 2023

REVISIONS TABLE FOR SHEET

Project:
Beach House Penticton

Location:
230 Marina way,
Penticton, B.C.

Drawn: LD
Checked: PC
Approved: MVDZ
Scale: 1:150
Stamp:
Original Sheet Size: 24"x36"

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NORTH

Drawing Title: LANDSCAPE PLAN-P1&L1

VDZ Project #: DP2023-04

Drawing #: L-03

Z:\PROJECTS\DEVELOPMENT PERMIT\ACTIVE\DP2023-04 BEACH HOUSE PENTICTON\5. DWG\SHEET\L-03 LANDSCAPE PLAN-L1.DWG

DRAFT
DP PL2023-9553

LANDSCAPE LEGEND

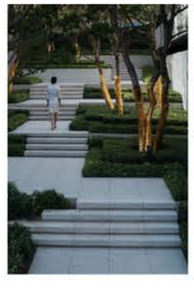
KEY	REF.	DESCRIPTION
	6,7 / LD-01	CONCRETE PAVING
Charcoal / Tan	5 / LD-01	FEATURE PAVERS
	8 / LD-01	HYDRAPRESSED SLAB
		DRIP STRIP
	1 / LD-01	PROPOSED TREE Refer to tree schedule
	2 / LD-01	SHRUB PLANTING
		GUARD RAIL
		WOOD PRIVACY FENCE

NOTE
Steps to follow grade and to provide access to ground units with no fall heights greater than 600mm

PLANT SCHEDULE

TREES	BOTANICAL / COMMON NAME	CONT	CAL	SIZE	QTY
	Fagus sylvatica 'Dawyck Gold' / European Beech	B&B	6cm		20
	Magnolia stellata / Star Magnolia	B&B	6cm		9
	Picea glauca / White Spruce	B&B		3.0m ht	5

STREET TREE	BOTANICAL / COMMON NAME	CONT	CAL	SIZE	QTY
	Street Tree	B&B	6cm cal		1



1:150 0 1.5m 3 4.5 6 7.5 9 10.5 12 13.5 15 16.5 18 19.5 21 22.5

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MOUNT PLEASANT STUDIO
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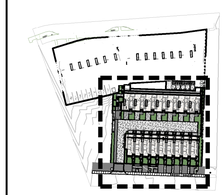
www.vdz.ca 604-882-0024

Key Map (NTS)



No.	By:	Description	Date
3	PC	Issued for DP resubmission	2023-05-31
2	PC	Issued for DP resubmission	2023-05-04
1	PC	Issued for DP	2023-03-27

REVISIONS TABLE FOR DRAWINGS

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No.	By:	Description	Date

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230 Marina way,
Penticton, B.C.

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Drawing Title: LANDSCAPE PLAN-P1&L1

NORTH

VDZ Project #: DP2023-04

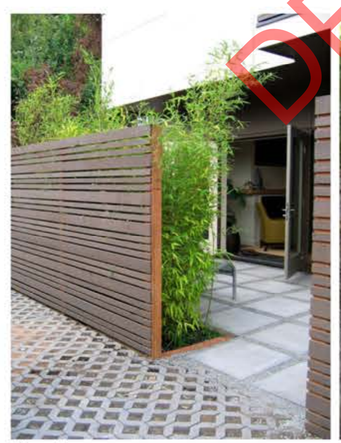
Drawing #: L-03

Z:\PROJECTS\DEVELOPMENT PERMIT\ACTIVE\DP2023-04 BEACH HOUSE PENTICTON\5. DWG\SHEETS\L-03 LANDSCAPE PLAN-L1.DWG

DRAFT
DP PL2023-9553

FENCING AND WALL LEGEND

KEY	REF.	DESCRIPTION
		WOOD PRIVACY FENCE 1.8m height
		ACCESS GATE 0.9M height



Privacy fence

1:150 0 1.5m 3 4.5 6 7.5 9 10.5 12 13.5 15 16.5 18 19.5 21 22.5

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Key Map (NTS)

No.	By:	Description	Date
3	PC	Issued for DP resubmission	2023-05-31
2	PC	Issued for DP resubmission	2023-05-04
1	PC	Issued for DP	2023-03-27

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No.	By:	Description	Date

REVISIONS TABLE FOR SHEET

Project:
Beach House Penticton

Location:
230 Marina way,
Penticton, B.C.

Drawn: DZ

Checked: PC

Approved: MVDZ

Scale: 1:150

Stamp:

Original Sheet Size: 24"x36"

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Drawing Title: GRADING AND FENCING PLAN-P1

NORTH

VDZ Project #: DP2023-04

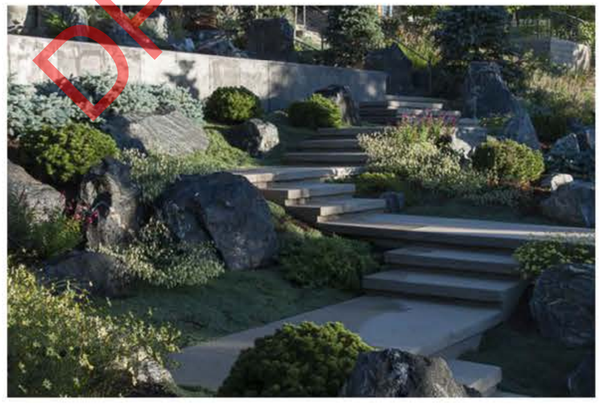
Drawing #: L-04A

Z:\PROJECTS\DEVELOPMENT PERMIT\ACTIVE\DP2023-04 BEACH HOUSE PENTICTON\5. DWG\SHEETS\L-04 GRADING AND FENCING PLAN-P1.DWG

DRAFT
DP PL2023-9553

FENCING AND WALL LEGEND

KEY	REF.	DESCRIPTION
		WOOD PRIVACY FENCE 1.8m height
		HAND RAIL by architecture
		GUARDRAIL 1.1m height by architecture
		ACCESS GATE 0.9m height



Steps along Vancouver ave.

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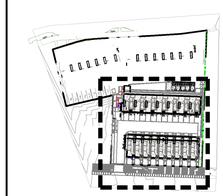
Key Map (NTS)



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Drawing Title: GRADING AND FENCING PLAN-L1

NORTH

VDZ Project #: DP2023-04

Drawing #: L-04B

Z:\PROJECTS\DEVELOPMENT PERMIT\ACTIVE\DP2023-04 BEACH HOUSE PENTICTON\5. DWG\SHEETS\L-05 GRADING AND FENCING PLAN-L1.DWG

DRAFT
DP PL2023-9553

LIGHTING

KEY	REF.	DESCRIPTION
		WALL LIGHT
		PATH LIGHT

Bollard Light
Model: 15602BZ-LED (Atlantis Square Large LED Bollard)
Finish: Bronze
Mount: as per Manufacturer's specifications
Manufacture: Hinkley
Supplier: TerraDek Outdoor Lighting
Sales Representative: Gerry De La Vega
gerryd@terradek.com

Lower Wall Light
Product: SL-60-LEDMBLT
Finish: Chrome powdercoat
Manufacturer: Focus Industries

1:150 0 1.5m 3 4.5 6 7.5 9 10.5 12 13.5 15 16.5 18 19.5 21 22.5

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Drawing Title: LIGHTING PLAN-P1

NORTH

VDZ Project #: DP2023-04

Drawing #: L-05A

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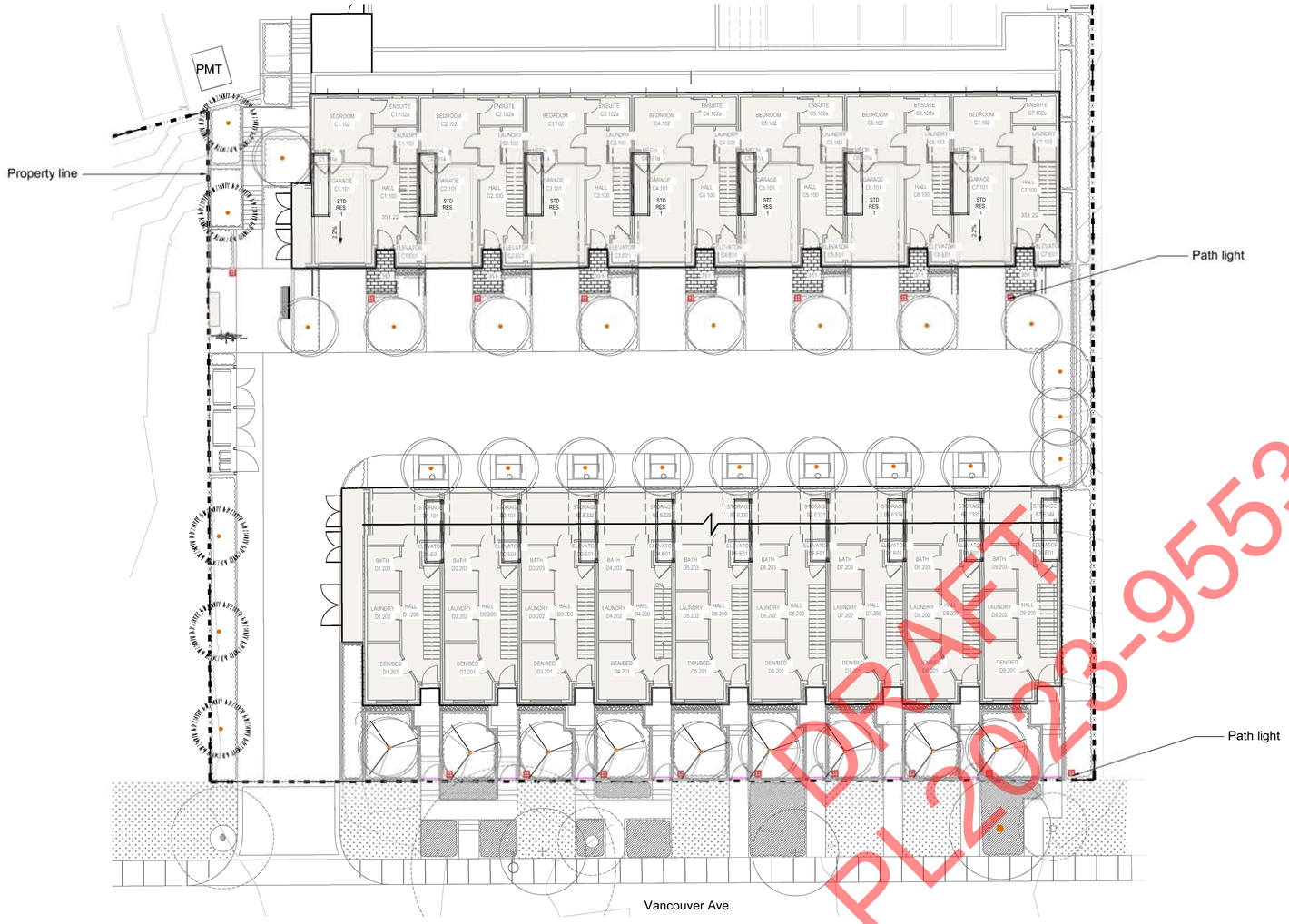

DRAFT
DP PL2023-9553

LIGHTING

KEY	REF.	DESCRIPTION
		PATH LIGHT

Bollard Light
Model: 15602BZ-LED (Atlantis Square Large LED Bollard)
Finish: Bronze
Mount: as per Manufacturer's specifications
Manufacture: Hinkley
Supplier: TerraDek Outdoor Lighting
Sales Representative: Gerry De La Vega
gerryd@terradek.com

1:150 0 1.5m 3 4.5 6 7.5 9 10.5 12 13.5 15 16.5 18 19.5 21 22.5

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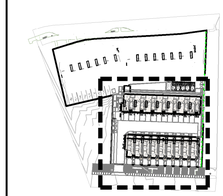

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Drawing Title: LIGHTING PLAN-L1

NORTH

VDZ Project #: DP2023-04

Drawing #: L-05B

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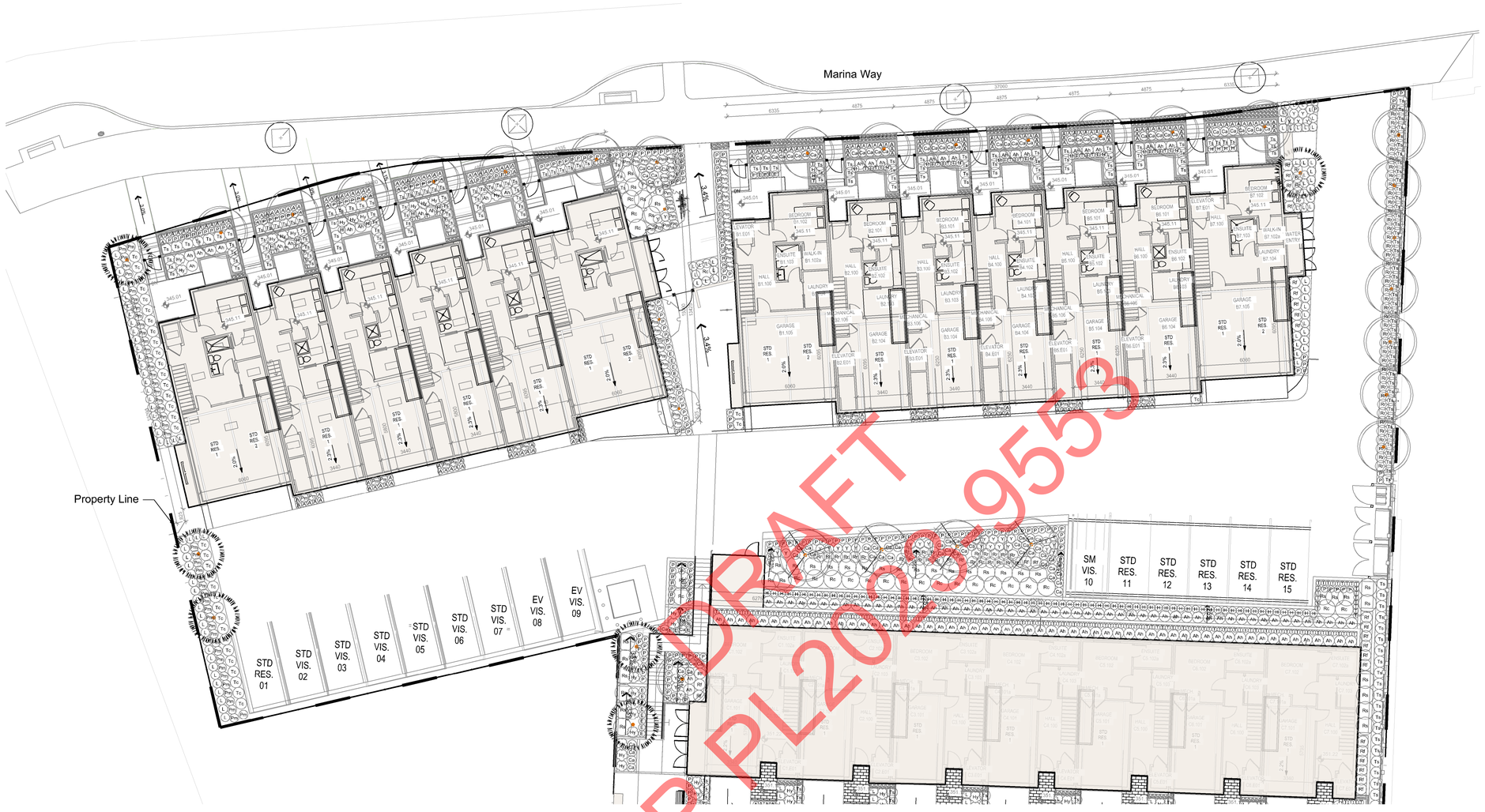

DRAFT
DP PL2023-9555

1 PLANTING PLAN-P1
Scale 1:150

PLANT SCHEDULE PLANTING-P1

SHRUBS	BOTANICAL / COMMON NAME	CONT	SPACING	QTY
Ah	Azalea x 'Hino-white' / Hino White Kurume Azalea	#2	0,75m	140
Hy	Hydrangea paniculata `Limelight` / Limelight Panicle Hydrangea	#2	0,75m	14
L	Lavandula x intermedia `Phenomenal` / Lavender `Phenomenal`	#2	0,6m	98
Pm	Pinus mugo 'Pumilio' / Dwarf Mugo Pine	#2	0,6m	112
Rc	Rhododendron catawbiense `Album` / White Catawba Rhododendron	#5	1,2m	23
Rf	Rhododendron x `Honey Butter" / Honey Butter Rhododendron	#3	0,75m	18
Rs	Ribes sanguineum / Red Flowering Currant	#2	1,2m	28
Rr	Rosa rugosa 'Alba' / White Rugosa Rose	#2	0,75m	72
Tc	Taxus cuspidata `Densiformis` / Dense Japanese Yew	#2	0,75m	36
Ts	Thuja occidentalis `Smaragd` / Emerald Green Arborvitae	1.5 m ht	0,75m	178
Y	Yucca recurvifolia / Spineless Yucca	#2	0,6m	35

GRASSES	BOTANICAL / COMMON NAME	CONT	SPACING	QTY
Ca	Calamagrostis x acutiflora 'Karl Foerster' / Karl Foerster Feather Reed Grass	#2	0,6m	88
P	Pennisetum alopecuroides 'Little Bunny' / Fountain Grass	#1	0,45m	192

PERENNIALS	BOTANICAL / COMMON NAME	CONT	SPACING	QTY
A	Armeria maritima 'Alba' / White Sea Thrift	#1	0,4m	228
E	Echinacea purpurea / Coneflower	#1	0,45m	28
H	Hosta x 'Catherine' / Catherine Hosta	#1	0,5m	97
T	Tiarella x `Sugar and Spice` / Sugar and Spice Foamflower	#1	0,35m	187

1:150 0 1.5m 3 4.5 6 7.5 9 10.5 12 13.5 15 16.5 18 19.5 21 22.5

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Stamp:

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Drawing Title: PLANTING PLAN-P1

NORTH

VDZ Project #: DP2023-04

Drawing #: L-06A

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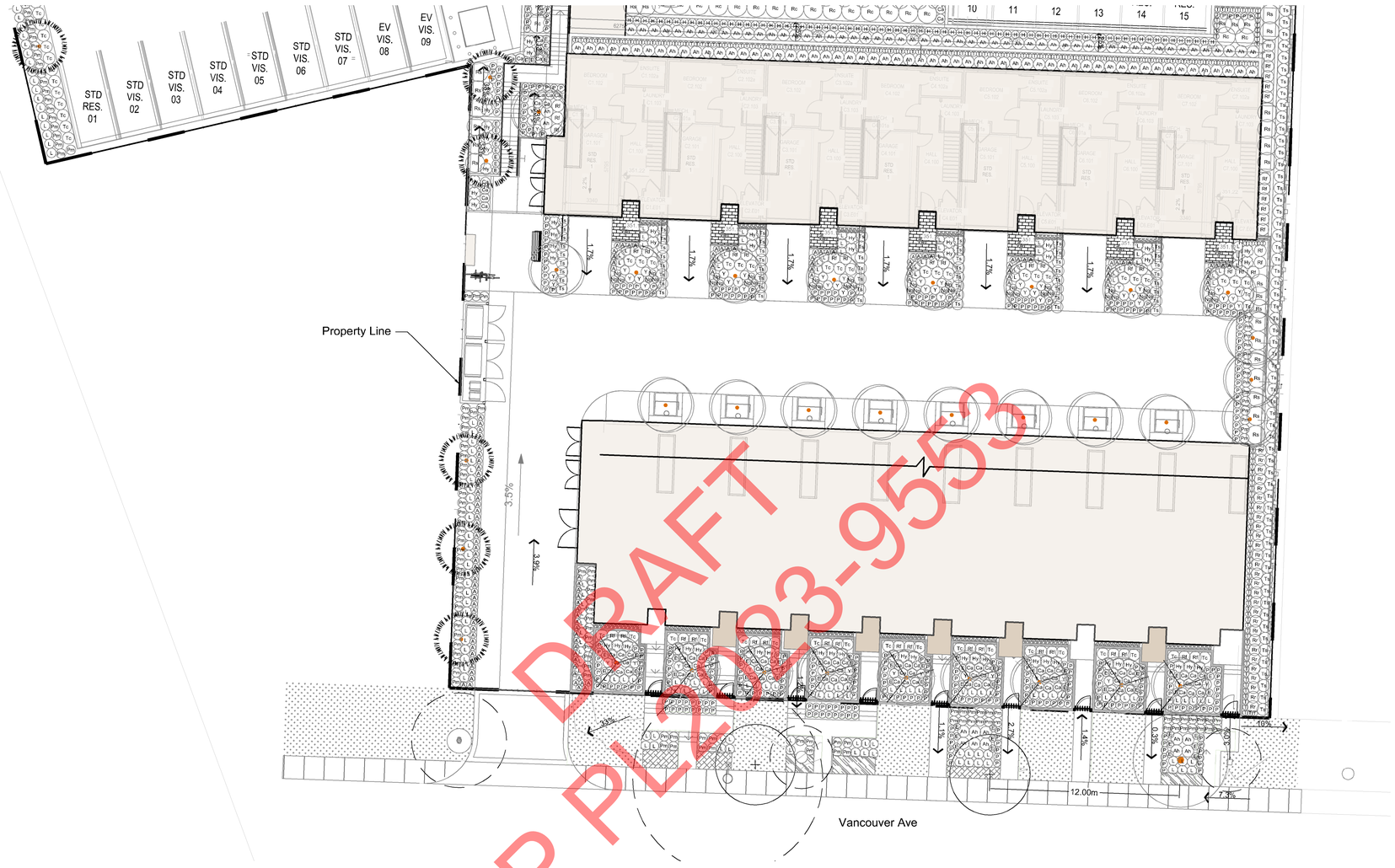

DRAFT
DP PLE 023-9553

1 PLANTING PLAN-L1
Scale 1:150

PLANT SCHEDULE PLANTING-L1

SHRUBS	BOTANICAL / COMMON NAME	CONT	SPACING	QTY
Ah	Azalea x 'Hino-white' / Hino White Kurume Azalea	#2	0,75m	2
Hy	Hydrangea paniculata 'Limelight' / Limelight Panicle Hydrangea	#2	0,75m	55
L	Lavandula x intermedia 'Phenomenal' / Lavender 'Phenomenal'	#2	0,6m	97
Np	Nandina domestica 'Fire Power' / Firepower Nandina	#2	0,45m	39
Pm	Pinus mugo 'Pumilio' / Dwarf Mugo Pine	#2	0,6m	62
Rf	Rhododendron x 'Honey Butter' / Honey Butter Rhododendron	#3	0,75m	46
Rs	Ribes sanguineum / Red Flowering Currant	#2	1,2m	20
Rr	Rosa rugosa 'Alba' / White Rugosa Rose	#2	0,75m	28
Tc	Taxus cuspidata 'Densiformis' / Dense Japanese Yew	#2	0,75m	41
Ts	Thuja occidentalis 'Smaragd' / Emerald Green Arborvitae	1.5 m ht	0,75m	109
Y	Yucca recurvifolia / Spineless Yucca	#2	0,6m	58
GRASSES	**BOTANICAL / COMMON NAME**	**CONT**	**SPACING**	**QTY**
Ca	Calamagrostis x acutiflora 'Karl Foerster' / Karl Foerster Feather Reed Grass	#2	0,6m	82
P	Pennisetum alopecuroides 'Little Bunny' / Fountain Grass	#1	0,45m	311
PERENNIALS	**BOTANICAL / COMMON NAME**	**CONT**	**SPACING**	**QTY**
A	Armeria maritima 'Alba' / White Sea Thrift	#1	0,4m	123
E	Echinacea purpurea / Coneflower	#1	0,45m	44
T	Tiarella x 'Sugar and Spice' / Sugar and Spice Foamflower	#1	0,35m	55

PLANT SCHEDULE OFFSITE

SHRUBS	BOTANICAL / COMMON NAME	CONT	SPACING	QTY
Ah	Azalea x 'Hino-white' / Hino White Kurume Azalea	#2	0,75m	10
L	Lavandula x intermedia 'Phenomenal' / Lavender 'Phenomenal'	#2	0,6m	30
Pm	Pinus mugo 'Pumilio' / Dwarf Mugo Pine	#2	0,6m	41
GRASSES	**BOTANICAL / COMMON NAME**	**CONT**	**SPACING**	**QTY**
P	Pennisetum alopecuroides 'Little Bunny' / Fountain Grass	#1	0,45m	56
PERENNIALS	**BOTANICAL / COMMON NAME**	**CONT**	**SPACING**	**QTY**
E	Echinacea purpurea / Coneflower	#1	0,45m	12
GROUND COVERS	**BOTANICAL / COMMON NAME**	**CONT**	**SPACING**	**QTY**
	Erica carnea 'Springwood Pink' / Springwood Pink Winter Heath	#1		7,7 m²
	Erica carnea 'Springwood White' / White Spring Winter Heath	#1		6,8 m²

1:150 0 1.5m 3 4.5 6 7.5 9 10.5 12 13.5 15 16.5 18 19.5 21 22.5

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Drawing Title: PLANTING PLAN-L1

NORTH

VDZ Project #: DP2023-04

Drawing #: B

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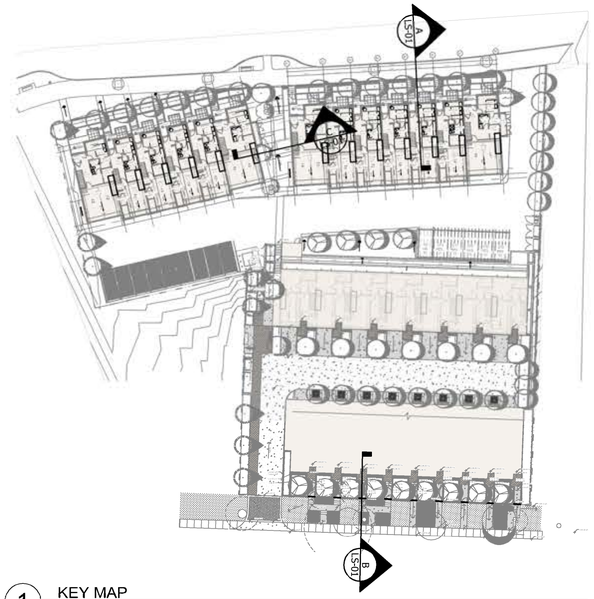
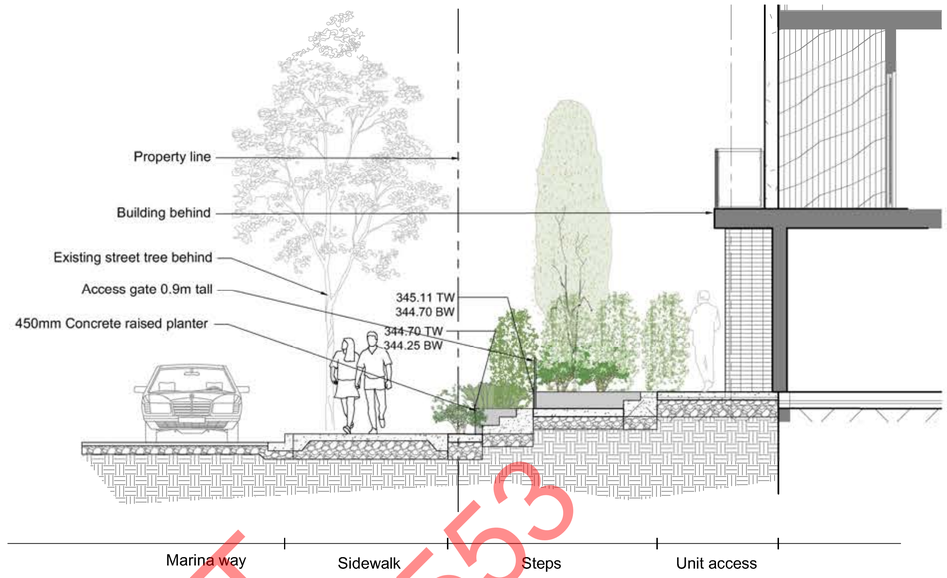


1 KEY MAP
Scale 1:500



2 SECTION A
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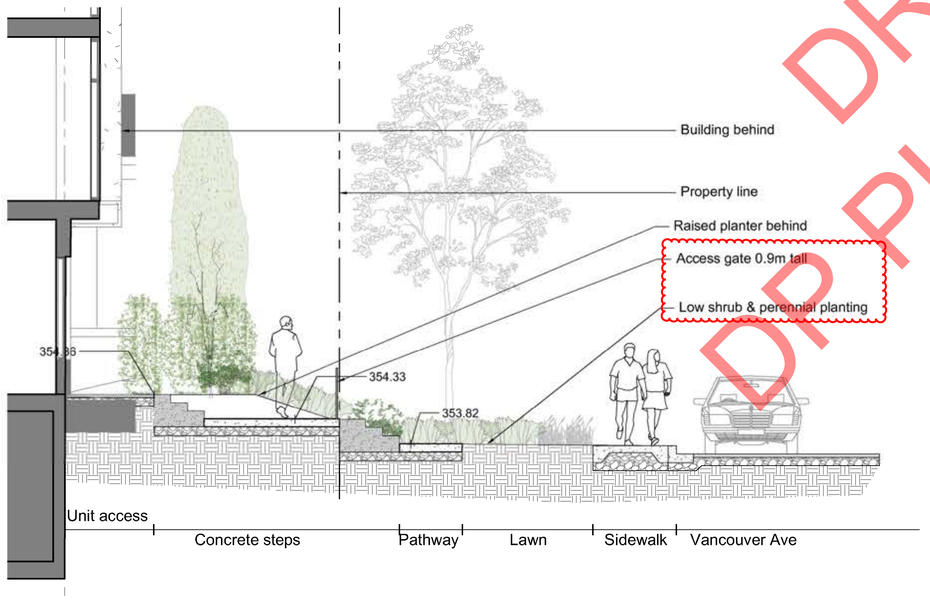

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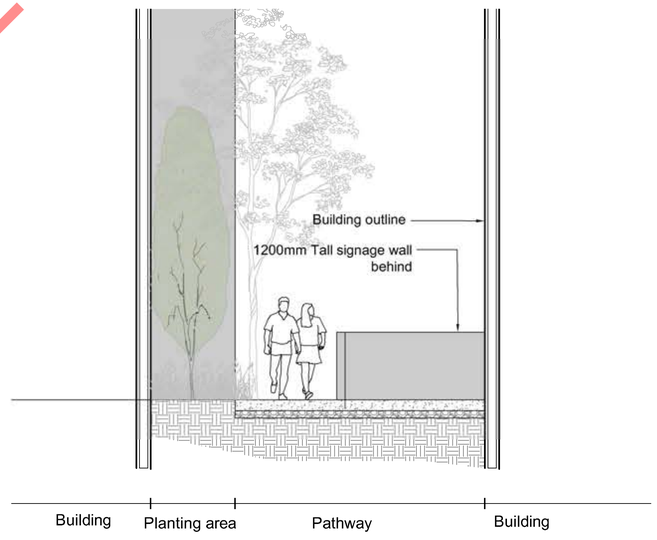

4 SECTION C
Scale 1:50

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DP PL2023-9553

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Drawing Title: SECTIONS

NORTH

VDZ Project #: DP2023-04

Drawing #: LS-01

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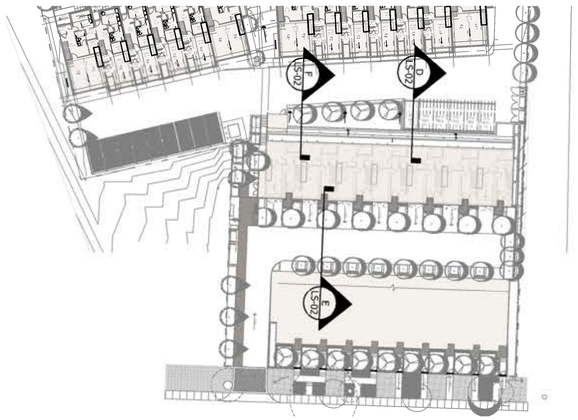
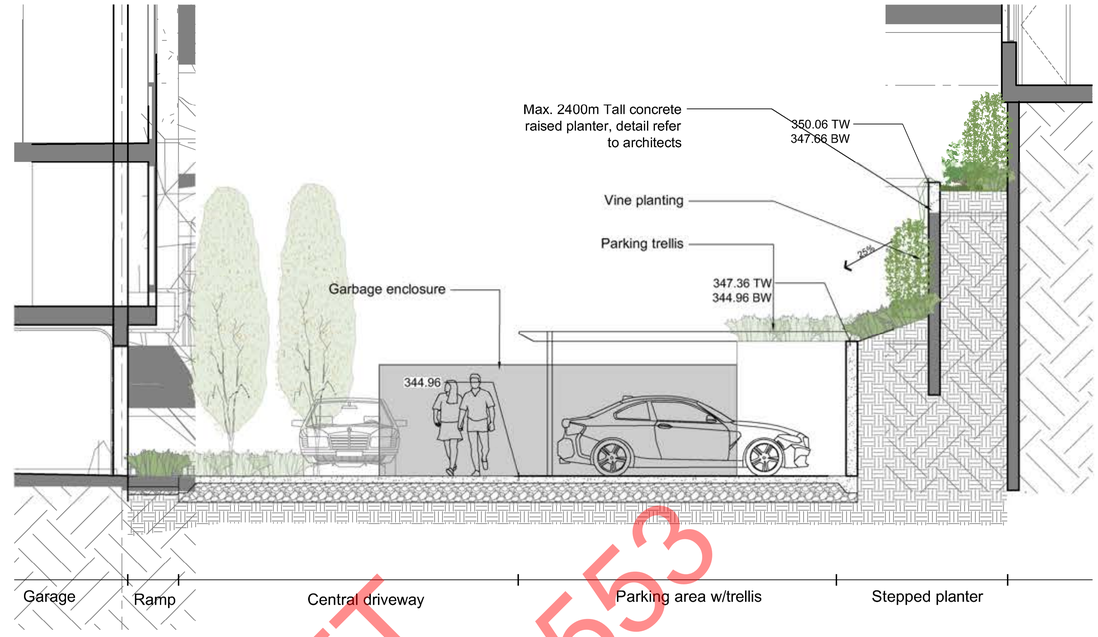
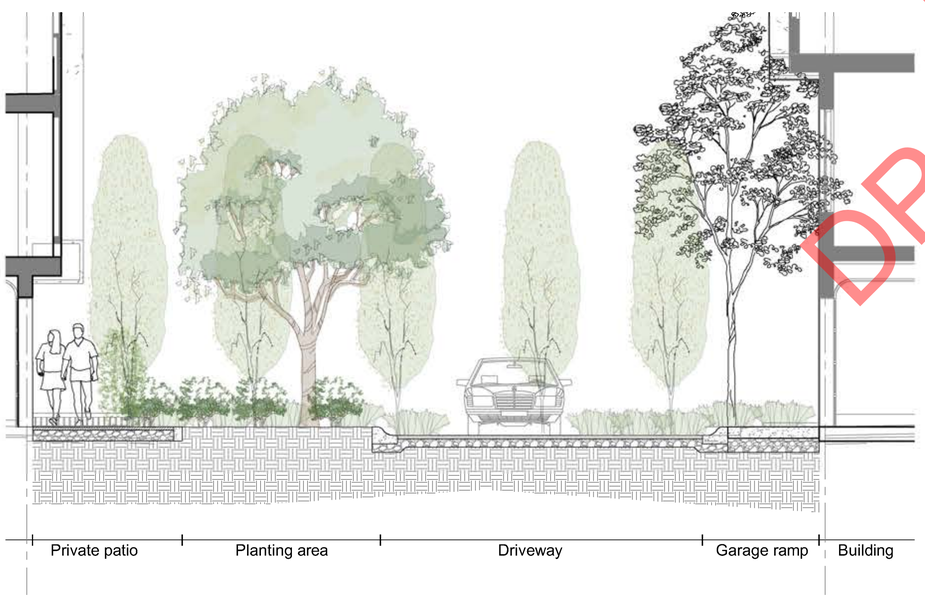


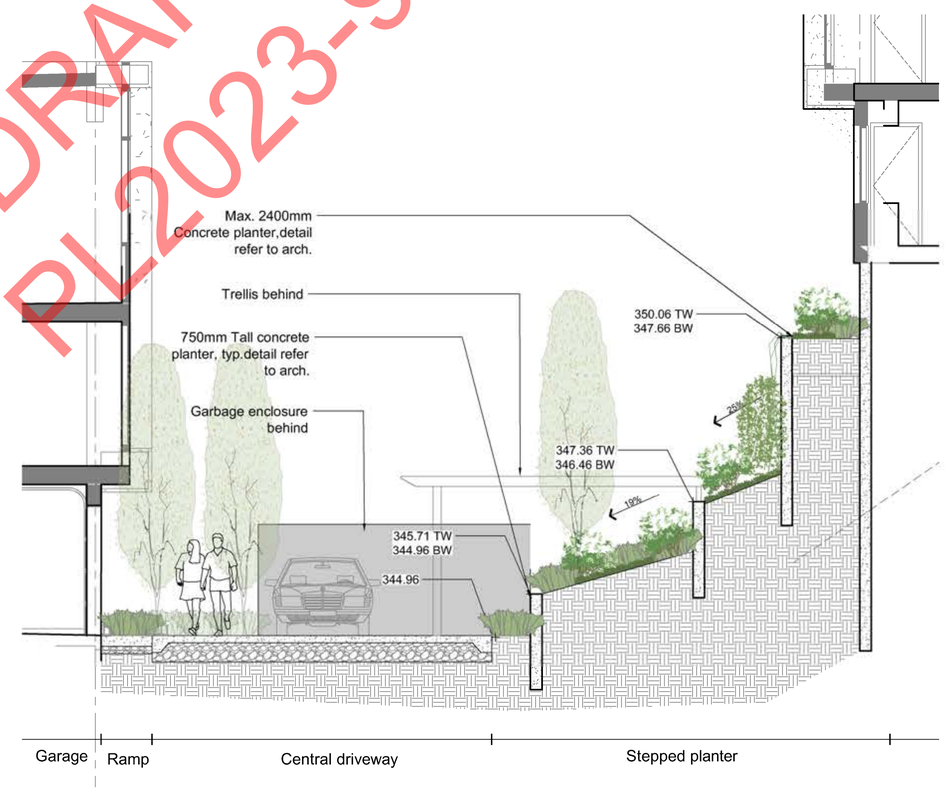
1 KEY MAP- L1
Scale 1:500



2 SECTION D
Scale 1:50



3 SECTION E
Scale 1:50



4 SECTION F
Scale 1:50

DRAFT
DP PL2023-9553

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102-355 Kingsway
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Key Map (NTS)

No.	By:	Description	Date
3	PC	Issued for DP resubmission	2023-05-31
2	PC	Issued for DP resubmission	2023-05-04
1	PC	Issued for DP	2023-03-27

REVISIONS TABLE FOR DRAWINGS

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No.	By:	Description	Date

REVISIONS TABLE FOR SHEET

Project:
Beach House Penticton

Location:
230 Marina way,
Penticton, B.C.

Drawn: DZ

Checked: PC

Approved: MVDZ

Scale: 1:___

Stamp:

Original Sheet Size: 24"x36"

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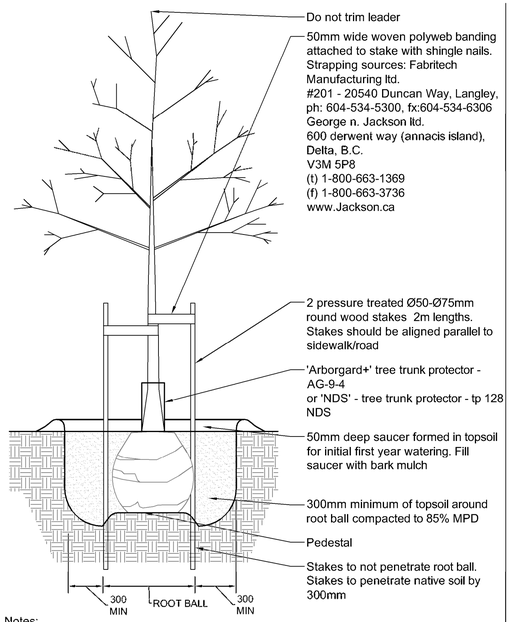
Drawing Title: SECTIONS

NORTH

VDZ Project #: DP2023-04

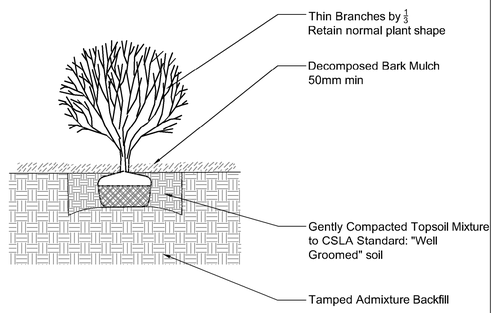
Drawing #: LS-02

Z:\PROJECTS\DEVELOPMENT PERMIT\ACTIVE\DP2023-04 BEACH HOUSE PENTICTON\5. DWG\SHEETS\LS-01 SECTIONS.DWG



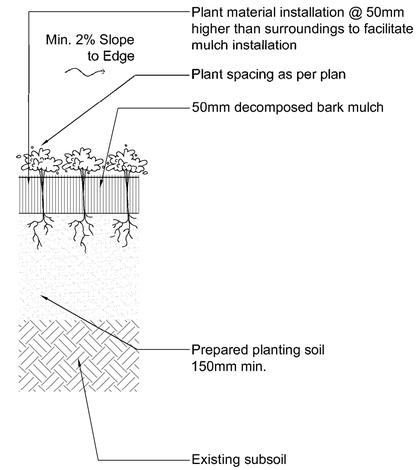
Notes:
1. Sacking/burlap to be loosened and dropped to the bottom of the planting hole. all string, twine, etc.to be removed.
2. All wire baskets shall have the top 1/3 of the wire removed prior to planting.
3. All trees shall be single stem
4. Tree pit to be 2x roots all diameter
5. Medium sized trees within 2.5m of hard surface to have root barrier 5m long centre on tree

1 DECIDUOUS TREE
Scale 1:25

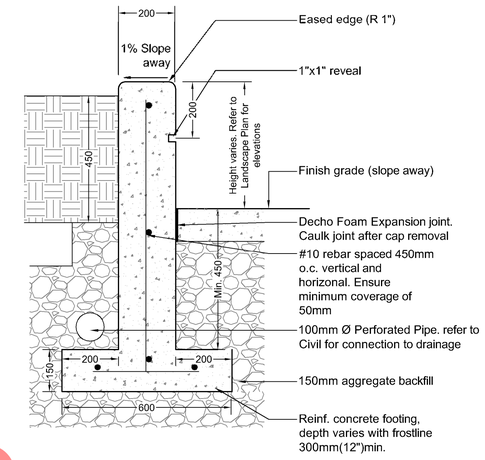


NOTES:
1. Remove all string, twine, pots, tags from plant.
2. All soil, mulch and plant material to meet latest Canadian Landscape Standard.
3. O.C. spacing per planting plan.

2 SHRUB PLANTING DETAIL
Scale 1:25

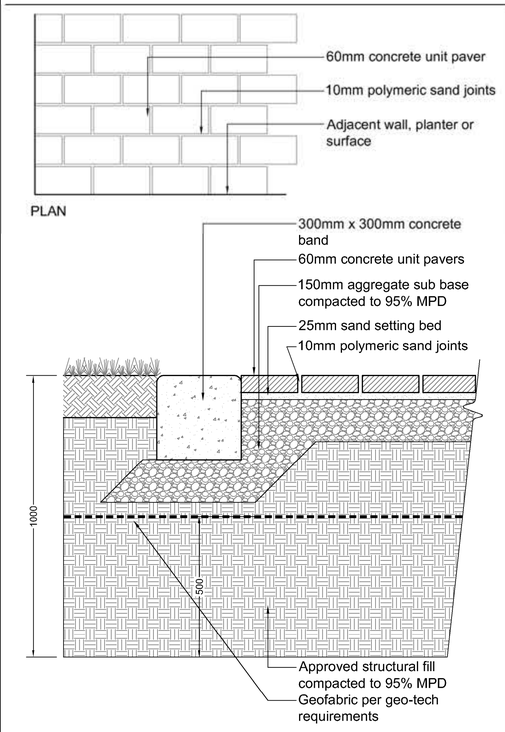


3 GROUNDCOVER PLANTING DETAIL
Scale 1:10

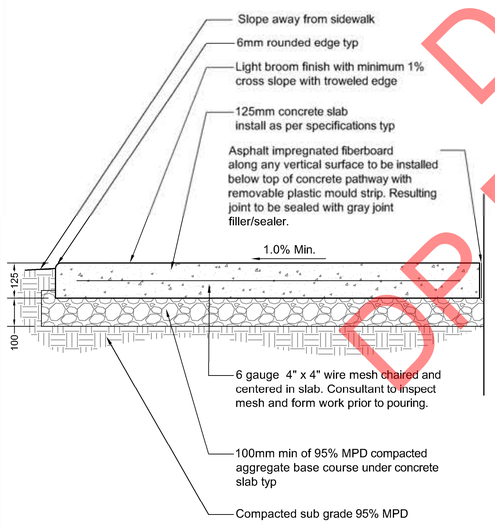


Note:
1. This detail applies to concrete walls under 1.2m
2. Refer to Geo-Technical report for concrete subbase requirements.
3. Drainage to be coordinated with Civil Engineer.
4. Growing medium to be 25mm below top of edger wall.

4 CONCRETE PLANTER WALL
Scale 1:10

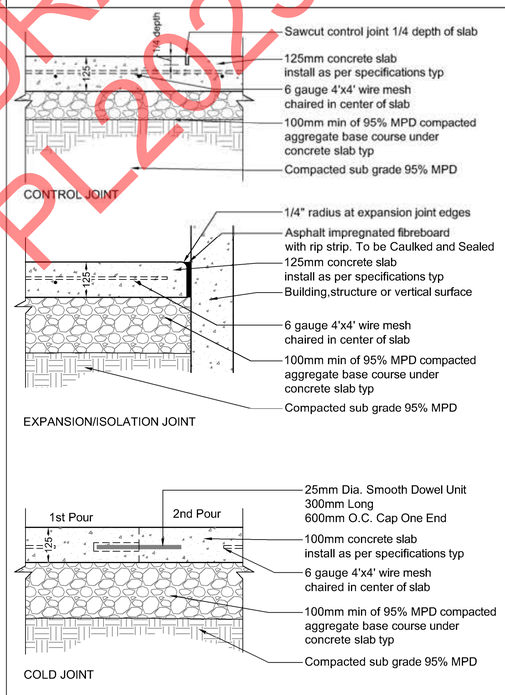


5 UNIT PAVERS
Scale 1:10

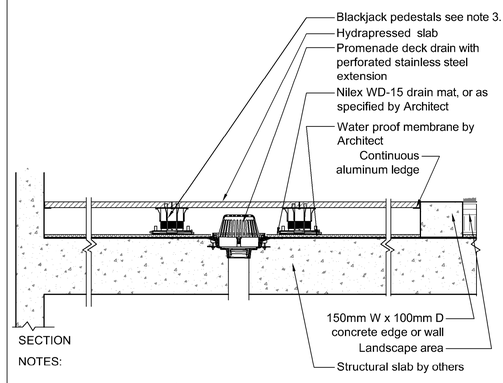


Notes:
1. Contractor to provide expansion joints where concrete meets all vertical structures.
2. Horizontal scorelines at 1500mm o.c. both ways unless shown otherwise. Refer to plans.
3. Center scoreline on 150mm smooth finish or to match existing concrete pathway.
4. All components as specified or approved alternate.
5. Concrete to slope to drain.
6. Expansion joint every 8000mm o.c. both ways.
7. Contractor to contact Landscape Architect for scoreline approval prior to cutting.

6 CONCRETE PAVING
Scale 1:10



7 CONCRETE JOINTS
Scale 1:10



SECTION

NOTES:
1. All components as specified or approved alternate.
2. Contractor to provide cut sheets of all components for Landscape Architect approval.
3. Blackjack Screwjack or OneStep system depending on depth to slab.
4. Aluminum ledge to be secured to wall/curb with concrete screws.

8 HYDRAPRESSED SLAB
Scale 1:10

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DP PL2023-9553

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1	PC	Issued for DP	2023-03-27

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Project:
Beach House Penticton

Location:
230 Marina way,
Penticton, B.C.

Drawn: DZ

Checked: PC

Approved: PC

Scale: AS SHOWN

Stamp:

Original Sheet Size: 24"x36"

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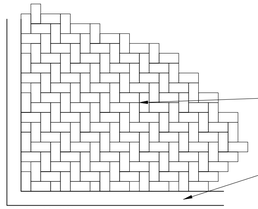
Drawing Title: DETAILS

VDZ Project #: DP2023-04

Drawing #: LD-01

Z:\PROJECTS\DEVELOPMENT PERMIT\ACTIVE\DP2023-04 BEACH HOUSE PENTICTON\5. DWGS\SHEETS\LD-01 DETAILS.DWG

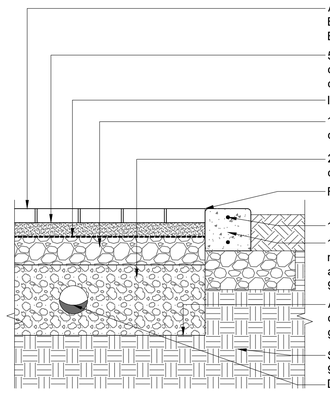


Unit Paver Details:
Type: AquaPave Standard
Size: L225 X W112.5 X T80mm min.
Colours: Natural, Brown
Manufacturer: Abbotsford Concrete
www.pavingstones.com
1-800-663-4091

PERMEABLE PAVER
Produce: AquaPave Standard
Pattern: Herringbone 45°; Charcoal
Size: 221.5 x 110 x 80 mm
Manufacturer: Abbotsford Concrete

150 x 150 concrete edge restraint with 150mm 19mm aggregate base compacted to 95% MPD

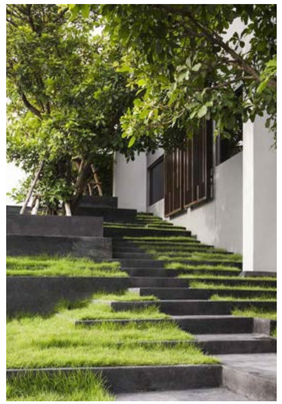
PLAN VIEW
Scale 1:30



AquaPave: Old Country Stone, Block Type 1, Charcoal colour. By Abbotsford Concrete
50mm depth of 5mm clear crush open graded bedding course
Inbitex Geotextile
100mm depth of 20mm clear crush open grade aggregate
250mm depth of 63mm clear crush open graded aggregate
Flush with concrete curb
10M rebar
150 x 150 concrete edge restraint with 150mm 19mm aggregate base compacted to 95% MPD
APSC1000 woven geotextile on bottom and sides of open graded base
Subgrade compacted to 95% MPD
Drain tile, refer to Civil drawings

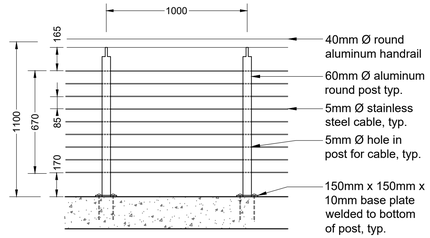
Notes:
1. Install all components as per manufacturer's specifications.
2. AquaPave - Part Exfiltration System
3. Running bond pattern.
4. Concrete curb control joint every 3m.

1 PERMEABLE PAVING
Scale 1:10



2 FEATURE STEPS
Scale NTS

3 SIGNAGE WALL
Scale NTS



NOTES:
1. All hardware to be hot dip galvanized.
2. Fence to receive a matt silver finish.

4 PICKET FENCE
Scale 1:20

5 BENCH
Scale NTS

BIKE RACK
Product: Ride Bike Rackl
Colour: Silver
Mount: Surface Mount
Manufacturer: Landscapeforms
www.landscapeforms.com
or Approved Equal

6 BIKE RACK
Scale NTS

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DP PL2023-9553

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No.	By:	Description	Date
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1	PC	Issued for DP	2023-03-27

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Approved: PC
Stamp:
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Drawing Title: DETAILS
VDZ Project #: DP2023-04
Drawing #: LD-02

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Item 6.13 - Late Submissions -
Development Variance Permit PL2023-9557/ Development Permit PL2023-9553
re 206 Marina Way, 201, 203, 225 and 247 Vancouver Avenue

From: terry kemp
Sent: Monday, June 19, 2023 9:24 AM
To: corpadmin
Subject: Development Variance Permit PL2023-9557
Attachments: Development Variance Permit PL2023-9557.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

Caution! This message was sent from outside your organization. Allow sender | Block sender

Please find attached my petition to Development Variance Permit PL2023-9557 and Development Permit PL2023-9553.

Regards

Terry Kemp

Attention: Corporate Officer, City of Penticton
171 Main Street, Penticton B.C. V2A 5A9
Email: corpadmin@penticton.ca

Subject: Development Variance Permit PL2023-9557 and Development Permit PL2023-9553

1. I am owner of Unit 603-250 Marina Way. I am directly impacted by the Development Variance Permit PL2023-9557 and Development Permit PL2023-9553 and have standing in this matter.
2. Both the City and the Developer failed to recognize and take into consideration specific technical issues with both the retaining wall and setback of the development and related impacts to the adjacent building. With some simple amendments to the design the developer could address these issues. Until such time as these issues are reconciled by the Developer, the City should not approve a permit to vary Bylaw No. 2023-98, Section 5.4.2.1, "to increase the height of a retraining wall within a required yard (east) from 1.2 m to 2.48m, above approved grade;" or to approve Development Permit PL2023-9553 in any form.

First, I would like to commend the Developer on the new approach for the revised design and planning for 236 Marina Way. The single-family townhome approach vs high rise buildings is a much more appropriate fit for this parcel of land.

When the City approved and permitted the Lakeview Terraces (LVT) building they set out/created Abbott Street as an eastern property line set back for the building. The building design was then approved and a precedent set by the City to build up to and along the western side property line as a consequence of this eastern property line setback. The City has created this precedent which should be carried through in the 236 Marina Way developments design and layout. Now without an appropriate setback on the eastern boundary for the development, a number of interrelated issues are being created. These issues include;

- The end units of Block C &D completely block all sunlight exposure for up to 8 LVT units. They also block visible view of the Okanagan Lake. As natural view, solar exposure, and natural air flow are essential health issues consideration for these impact should be part of the design.
- The retaining wall is situated in front of 4 large air intake openings for car exhausts from the LVT parkades. These cannot be blocked or have air low impeded as would happen in the current design as it will impact the safe operations in the LVT parkades.
- The LVT building was also permitted with utility exhaust out the west side of the complex. These outlets pose risks if blocked and risk to owners in the 236 Marina Way Development Units adjacent to the retaining wall.

Possible options to create an appropriate setback is for the developer to eliminate the eastern units of block C and block D and shift the retraining wall to the West. Another alternate is to eliminate the block C eastern end unit and shift the access road off Vancouver Hill to the east end of Block D. Either option would help create the necessary setbacks. In block B of the 236 Marina Way development, the Developer has provided a ground level road access off Marina Way. This is an example showing that a modest set back for the LVT building can be accommodated in the design.

We believe these options are reasonable and should be consider by the City prior to issues a Development Variance Permit or a Development Permit for the 236 Marina Way complex.

Lakeview Terraces Strata Council
c/o 1521 Main Street
Penticton, BC V2A 5G7

June 19, 2023

City Council
171 Main Street
Penticton, BC
V2A 5A9

Dear Sirs and Mesdames:

Re: 206 Marina Way and 201, 203, 225, 247 Vancouver Avenue
Development Variance Permit PL2023-9557

The Strata Council at 250 Marina Way K2971, as a neighbouring property, has an interest in the Development Variance PL 203-9557 regarding a retaining wall located at 206 Marina Way, 201,203,225 and 247 Vancouver Avenue. At present, there are both necessary utility vents and breeze block areas of the existing 250 Marina Way building, creating airflow for the parkade. It is essential that the new construction not interfere with the safe operation of these existing systems.

We request that construction avoid any risks to the safe operation of any of this ventilation.

Sincerely,

Beverlee Miller
President
KAS2971 Lakeview Terraces Strata Council

Council Report

penticton.ca

Date: June 20, 2023 File No: RMS/732 Government St
To: Donny van Dyk, Chief Administrative Officer
From: Jordan Hallam, Planner I
Address: 732 Government Street

Subject: **Zoning Amendment Bylaw No. 2023-20**
Development Permit PL2023-9544

Staff Recommendation

THAT Council give first reading to "Zoning Amendment Bylaw No. 2023-20", for Lot 5 District Lot 249 Similkameen Division Yale District Plan 3578 Except Plan KAP68411, located at 732 Government Street, a bylaw to rezone the subject property from R2 (Small Lot Residential) to RM2 (Low Density Multiple Housing);

AND THAT Council forward "Zoning Amendment Bylaw No. 2023-20" to the July 18, 2023 Public Hearing;

AND THAT prior to adoption of "Zoning Amendment Bylaw No. 2023-20", the following condition be met:

1. A 0.3 m wide road dedication along Government Street is registered with the Land Title Office.

AND THAT Council, subject to adoption of "Zoning Amendment Bylaw No. 2023-20", consider and approve "Development Permit PL2023-9544", for Lot 5 District Lot 249 Similkameen Division Yale District Plan 3578 Except Plan KAP68411, located at 732 Government Street, a permit to approve the form and character of a four-unit townhouse.

Strategic Priority Objective

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

Proposal

The applicant is proposing to construct a four unit, three-storey townhouse on the subject property (Figure 1). In order to proceed with the proposed development, the applicant has requested to rezone the property from R2 (Small Lot Residential) to RM2 (Low Density Multiple Housing).

Further, the applicant requires Development Permit approval for the form and character of the building, which has been included for Council's consideration.

Figure 1 – Conceptual Rendering of Proposed Development

Background

The subject property (Figure 3) is currently zoned R2 (Small Lot Residential) and is designated as 'Ground Oriented Residential' (Figure 2) by the Official Community Plan (OCP). The subject property contains a single family home that was constructed in the 1950's.

Land Use	Description	Building Type(s)	Uses	Height / Density	Zone(s)
Ground Oriented Residential	Medium-density residential areas with multi-family developments where each unit has an exterior door and construction is primarily wood frame, or bareland stratas.	• Duplexes with suites • Cluster housing • Fourplexes higher-density rowhouses • Townhouses and stacked townhouses • Bareland strata developments	• Residential • Limited Service/ Retail	• Up to 3 ½ storeys	• RM2 • RM5 • C2

Figure 2 – OCP Land Use Designation

The surrounding area is a mixture of uses, including mostly single family dwellings directly adjacent, infill development, single family, duplex, townhouses, and apartments. The property's proximity to the variety of uses make it appropriate for increased density. The property is within walking distance of Penticton Secondary School and KVR Middle School, providing green space for future tenants and residents. The property is also located within close proximity of the downtown area and grocery stores. This area is also well serviced by pedestrian, cycling and transit networks.

Climate Impact

The proposed development proposes four units, increasing density in an area close to services, employment, school and well served by transit. Two Class 2 Bicycle parking spaces are provided for visitors and each dwelling unit has ample space in their garages to provide Class 1 bicycle parking spaces, resulting in 4 Class 1 spaces.

Each dwelling unit is required to provide 1 (4 total) Level 2 Electric Vehicle ready space.

This building will be required to meet Step 3 of the BC Energy Step Code. Step 3 requires new builds to be at minimum 20% more efficient, with a goal of being Net Zero Ready for new construction by 2032.

Financial Implication

The applicant is responsible for all development costs, including any service upgrades and the payment of Development Cost Charges (DCC's) to help offset the added demand on City services from the proposed development.

Figure 3 – Property Location Map

Technical Review

This application was reviewed by the City's Technical Planning Committee (TPC). The TPC raised comments regarding landscaping and boulevard trees. Staff worked with the applicant to address these concerns, and 3 boulevard trees were provided on the landscape plan. The original proposal had driveways onto Government St, this was not desirable and staff worked with the applicant to have vehicle access from the rear only. Typical servicing requirements have been identified for the Building Permit stage of the project, if the rezoning and development permit applications are supported by Council. These items have been communicated to the applicant.

Road Dedication

A 0.3 road dedication is required in order to have enough room for the planting of boulevard trees along Government St. Staff worked with the applicant to ensure 3 boulevard trees are planted on along the front of the property.

Development Statistics

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

	RM2 Zone Requirement	Provided on Plans
Minimum Lot Width*:	18 m	18.28 m
Minimum Lot Area*:	540 m^2	845.79 m^2
Maximum Lot Coverage:	40%	32.3%
Maximum Density:	0.8 Floor Area Ratio (FAR)	.64 FAR
Vehicle Parking:	Total Required: 1 per dwelling unit plus 0.25 spaces/unit for visitors **Total Required: 5 spaces**	**Total Per Dwelling: 8 spaces** **Total Visitor: 2 spaces** **Total Provided: 10 spaces**
Level 2 Electric Vehicle (EV) Ready Chargers:	Total Required: 1 per dwelling unit **Total Required: 4 chargers**	**Total EV Ready Chargers Provided: 4 chargers**
Bicycle Parking:	Total Class 1: 0.5 per unit **Total Class 1 Required: 2** Total Class 2: 0.1 per unit **Total Class 2 Required: 1 space**	**Total Class 1 Provided: 4 spaces (1 in each garage)** **Total Class 2 Provided: 2 spaces**
Landscape Buffer:	Total Required: Minimum 3.0 m wide and one tree for every 10.0 m buffer area. One shrub for every meter of buffer area. **Total Required: Minimum 3.0 m wide, 9 trees, and 110 shrubs.**	**Total Provided: 1.0 m wide (Variance through Development Permit), 16 trees, and 158 shrubs.**
Required Setbacks Front Yard (Government St): Interior Side Yard (north): Interior Side Yard (south): Rear Yard (lane):	 3.0 m 3.0 m 3.0 m 6.0 m	 5.0 m 3.0 m 8.0 m 6.55 m
Maximum Building Height	12 m	9.66 m
Other Information:	*Lot width and lot area are only applicable at the time of subdivision.	

Analysis

Zoning Amendment

The Official Community Plan (OCP) designation for the subject property is 'Ground Oriented Residential', which supports medium density residential areas with multi-family developments where each unit has an exterior door and construction is primarily wood frame, or bareland stratas (Figure 2). Duplexes with suites, cluster housing and fourplexes are some of the building types envisioned in this designation. The applicant is proposing to construct a four unit townhouse on the subject property. The development and density proposed on the property are aligned with the vision of properties designated within the 'Ground Oriented Residential' designation.

In addition to alignment with the future land use designation, staff consider that the proposed zoning amendment will also allow for a development that is supported through the following OCP Goals and Policies:

OCP Policy 4.1.1.1	Focus new residential development in or adjacent to existing developed areas.
OCP Policy 4.1.3.1	Encourage more intensive "infill" residential development in areas close to the Downtown, to employment, services and shopping, through zoning amendments for housing types compatible with existing neighbourhood character, with form and character guided by Development Permit Area Guidelines.
OCP Policy 4.1.3.5	Ensure through the use of zoning that more-intensive forms of residential development are located close to transit and amenities, such as parks, schools and shopping.
OCP Policy 4.1.4.1	Work with the development community – architects, designers and buildings – to create new residential developments that are attractive, high-quality, energy efficient, appropriately scaled and respectful of their context.
OCP Policy 4.1.5.1	Recognize that some traditionally single-family neighbourhoods will see intensification as the city grows, but ensure that new forms of residential development are compatible with the neighbourhood in scale and design, and are appropriately located (e.g., greater density closer to collector roads, services and amenities).
OCP Policy 4.2.5.2	Encourage land use planning that results in neighbourhoods that can be easily serviced by transit.

Staff consider that the application proposes an appropriately scaled development in an area of the city that has been identified for increased residential density by the OCP. The proposed rezoning to RM2 to allow a total of 4 dwelling units on the property is consistent with the increased density and building forms envisioned by the 'Ground Oriented Residential' designation.

Given that there is adequate policy through the OCP to support the proposed development, staff recommend that Council give first reading to "Zoning Amendment Bylaw No. 2023-20", and forward the bylaw to the July 18, 2023 Public Hearing to gather comments and feedback from the public.

Support Development Permit

The proposed development is considered within the Multifamily Residential Development Permit Area of the OCP, which is established to enhance neighbourhoods and create sensitive transitions in scale and density by addressing issues such as privacy, landscape retention and neighbourliness. The proposed development has been designed with the OCP design guidelines in mind.

Staff have completed a development permit analysis (Attachment 'D') that shows how the development conforms to the applicable design guidelines. The applicant has also provided an analysis within their letter of intent (Attachment 'E'), which outlines the project and its conformance to the OCP design guidelines.

As such, staff recommend that Council consider approving the Development Permit after adoption of the Zoning Amendment Bylaw.

Development Permit Variance

The OCP Section 5.1.4 allows for minor variances through a development permit in certain instances. The applicant is proposing a reduced landscaping buffer along the southern property line (Figure 4). Section 5.1.4 of the OCP allows for variances to landscaping buffers in cases where "the proposed building locations make establishment of a buffer difficult or impossible or where trees will not thrive. In cases where the buffer is reduced, compensatory planning elsewhere on the site or in adjacent public realm is required". In this instance, the south property line is reduced in width from 3.0 m to 1.0 m, as a result of the drive aisle providing access to each unit's garage. Staff are supporting this variance, as the landscaping plan still provides the required number of trees and shrubs along all property lines. As no plantings are reduced, staff are not requiring any compensatory plantings.

Landscaping buffers assist with providing a natural buffer between properties and uses. They also help to increase the urban forest inventory throughout the City. In this instance, the drive aisle between the proposed buildings and the south property line is 7.0 m, which reduces the overlook into the southern property. Staff considers that the added distancing between the property and the proposed buildings, as well as the proposed landscaping plan, which incorporates adequate plantings and species, make this a suitable variance through the Development Permit.

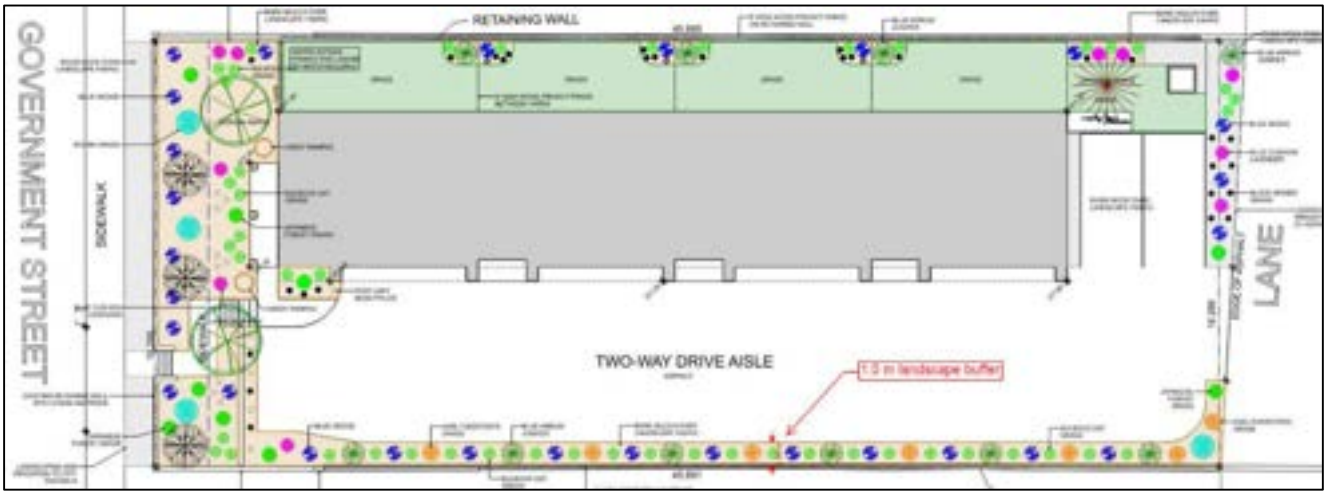


Figure 4 – Landscape Buffer

Alternate Recommendations

Council may consider that while the zoning amendment is aligned with the OCP by increasing density in a desirable area of the city, the development as proposed does not fit the character of the neighbourhood. If this is the case, Council may choose the alternate recommendation.

1. THAT Council deny first reading to "Zoning Amendment Bylaw No. 2023-20".

Attachments

Attachment A – Zoning Map
Attachment B – Official Community Plan Map
Attachment C – Photos of Property
Attachment D – Development Permit Analysis (staff)
Attachment E - Letter of Intent and Development Permit Analysis (applicant)
Attachment F – Draft Development Permit PL2023-9544
Attachment G – Zoning Amendment Bylaw No. 2023-20

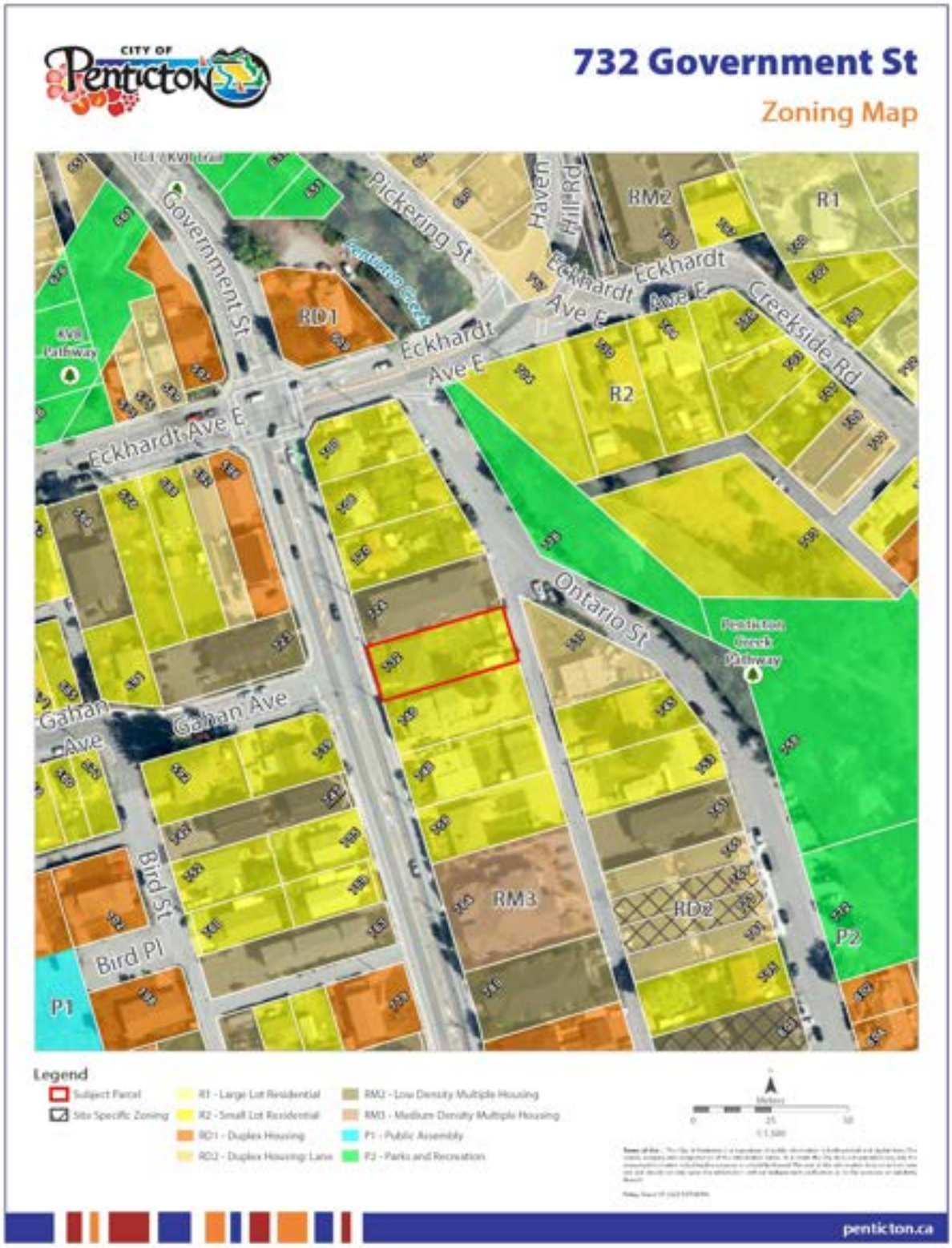
Respectfully submitted,

Jordan Hallam
Planner I

Concurrence

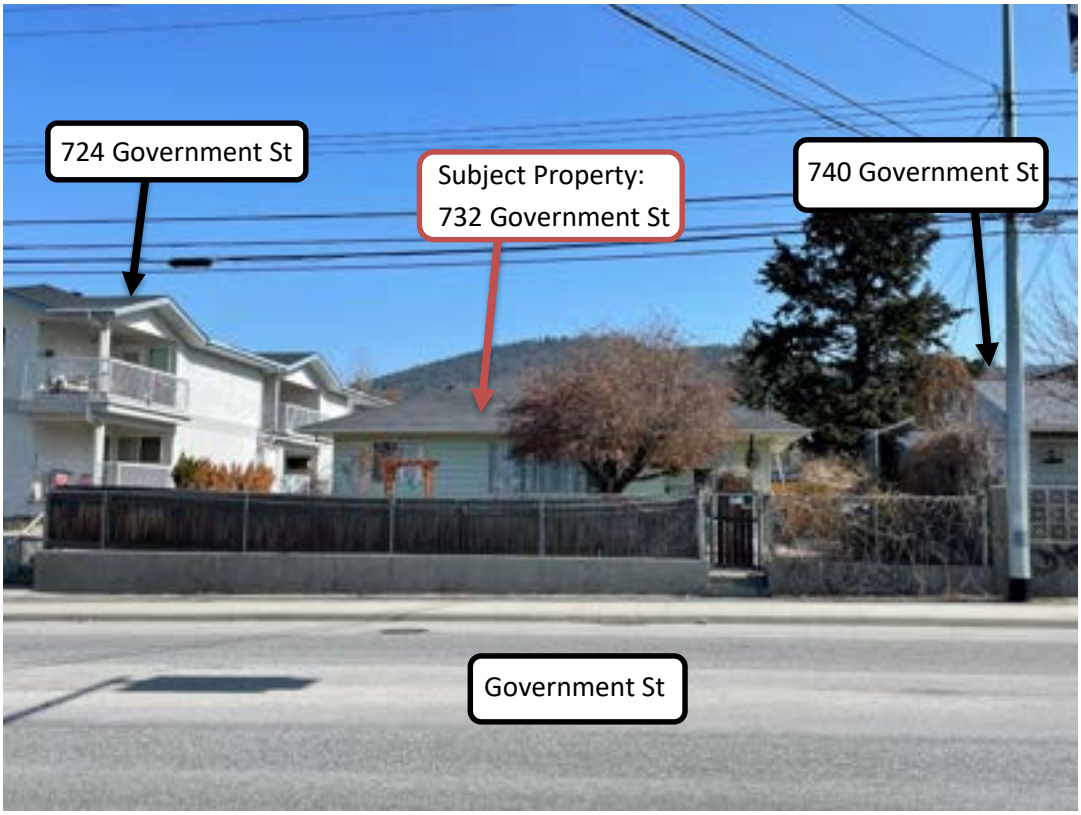
Director of Development Services	General Manager of Infrastructure	Chief Administrative Officer
BL	KD	DvD

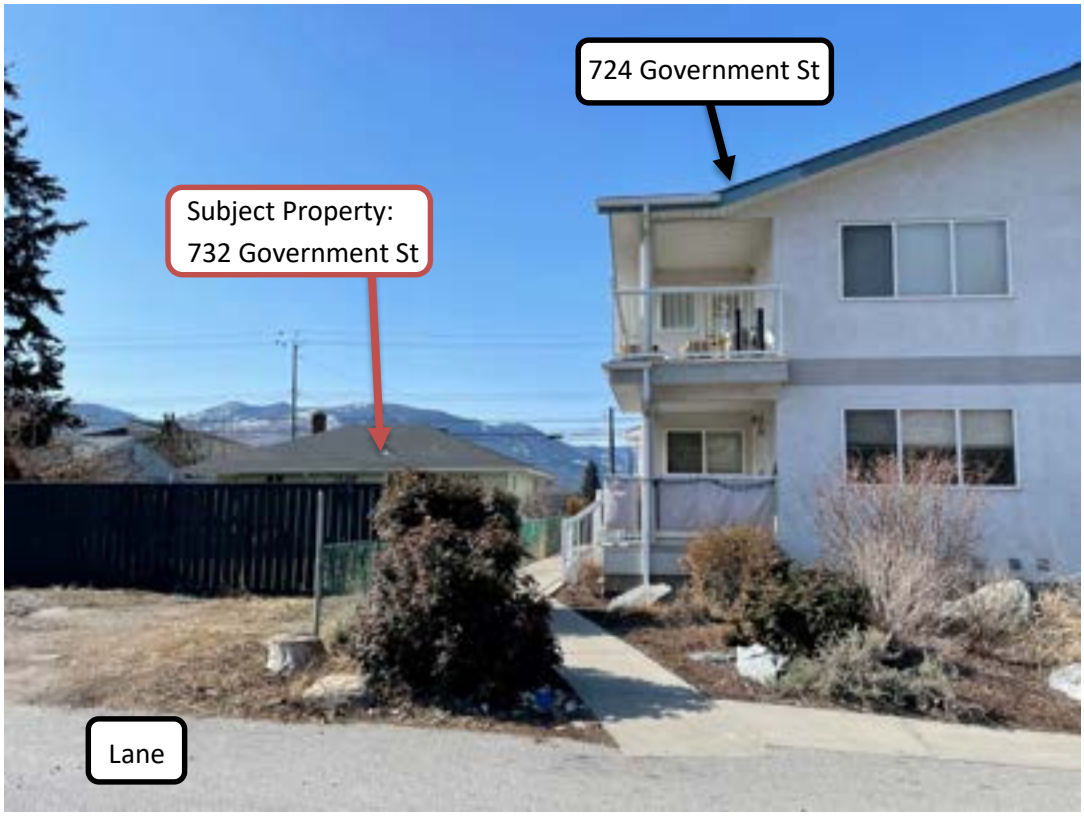
Attachment A – Zoning Map



Attachment B – Official Community Plan Map

Attachment C – Photos of Property





724 Government St
Subject Property:
732 Government St
Lane

740 Government St
Subject Property:
732 Government St
Lane

Attachment D – Development Permit Analysis (staff)

Development Permit Analysis

The proposed development is located within the Multifamily Residential Development Permit Area. The following analysis demonstrates how the proposal is aligned with the applicable design guidelines.

Guideline G1 *Applications shall include a comprehensive site plan – considering adjacent context for building and landscape architectural design and neighbourhood character analysis - to demonstrate that the development is sensitive to and integrated within its context and surrounding uses and neighbours.*

- The applicant has labelled geodetic elevations on the site plan, to show they have reviewed the topography of the property, which is relatively flat.

Guideline G5 *Siting of buildings should support strong street definition by minimizing front yard setbacks while sensitively transitioning to neighbouring building setbacks.*

- The applicant has located the proposed building at 5.0 m from the front yard, the minimum required is a 3.0m front yard setback, which helps to maintain a connection with the street. They have proposed a front door on the unit closest to Government Street that faces the street to add a pedestrian scale to the development.

Guideline G7 *All designs shall consider Crime Prevention Through Environmental Design (CPTED) principles and balance the reduction of crime and nuisance opportunities with other objectives to maximize the enjoyment of the built environment.*

- The proposed front yard fencing is limited to 1.2m (4ft.) in height, which is aligned with the Zoning Bylaw requirements and also helps to retain 'eyes on the street' by keeping sightlines open from private property to the public streetscape.

Guideline G11 *Barrier-free pedestrian walkways to primary building entrances must be provided from municipal sidewalks, parking areas, storage, garbage and amenity areas.*

- Government Street to the west side of the development provides pedestrian access to the development.
- The proposed development has a sidewalk access from Government Street to allow barrier-free pedestrian access to all building unit entrances.

Guideline G21 *Orientation of buildings should face public spaces (e.g., street and lane) with a preference for ground-oriented types (e.g., a front door for everyone or every business).*

- The proposed development provides private outdoor amenity area to the north behind each dwelling unit.
- Each dwelling unit has a front door for access from the drive aisle, Government St, and the rear lane.

Guideline G33 *Water Conservation and Plant Maintenance: Xeriscaping, Irrigation & Mulching*

- The proposed development includes a landscaping plan that provides adequate and appropriate designs.
- The plans indicate a fully automatic underground irrigation system, which helps to reduce overwatering and utilizes a drip system.

Guideline G35 *Tree planting…*

- Trees and shrubs have been provided at the front of the property as well along the north, east, and south property line with the landscape buffer.

Guidline MF1 *All multifamily developments should incorporate community amenity spaces that provide opportunity for recreation and play and address the needs of all age groups likely to reside within the development.*

- The proposed development includes approximately 25.0 m^2 of outdoor grass amenity space for each unit. Each amenity space is separated by a fence to allow privacy for every unit.

Guideline MF3 *Amenity spaces should incorporate vegetation for the purposes of active and passive recreation and/or visual interest, and incorporate safe play areas in interior court yards.*

- The proposed development has a tree proposed in the yard for each unit and multiple shrubs. This creates visual interest for the residents or tenants living in the units, and provides area of shade during the summer months.

Guideline MF4 *Visitor parking should be:*

- *In public view,*
- *Easily accessible near the main entry to the site, and*
- *Clearly indicated by pavements markings and/or signs*

- The proposed development has two visitor parking spaces off the lane.
- The visitor parking spaces are in good public view from the lane for drivers who come to visit residents or tenants of the proposed development.

Attachment E – Letter of Intent and Development Permit Analysis (applicant)

GIROUX DESIGN GROUP
QUALITY HOME & BUILDING DESIGN SINCE 1950

March 2, 2023

Giroux Design Group Inc.

City of Penticton
171 Main Street
Penticton BC, V2A 5A9

Re: 732 Government Street Development Permit Application

To City of Penticton Planning Department,

This letter is regarding the proposal to rezone and develop the property located at 732 Government Street. The Official Community Plan for the property is Ground Oriented Residential and the current zoning is R2 Small Lot Residential. The proposed development is consistent with the OCP designation but requires rezoning to RM2 Low Density Multiple Housing. A 2.4 m road dedication from the Government Street side has been allowed for on the plans. The ten parking spaces provided on site is twice the City requirement. No variances are required for this application.

The proposal is to build four townhouse units, the building will be three storeys in height, each dwelling will have 3 bedrooms and a two car garage. The location of the development is ideal for families as there are schools within walking distance, as well as shopping, parks, and the downtown core. Access to the property is provided from Government Street and the lane.

We believe the project meets the intent of providing modest densification to an area of town that has a mix of townhouses and high-density apartment buildings. In contrast to nearby apartment buildings, this development will provide much needed family housing in the area with private outdoor green areas and amenity space for families with children.

Thank you for considering our proposal.

Best regards,

Tony Giroux ASTTBC.CTech, RBD, BCABD
Owner/Registered Building Designer
Giroux Design Group Inc.

732 GOVERNMENT STREET: DEVELOPMENT PERMIT ANALYSIS

PEDESTRIAN CONNECTIVITY

The development is on a road with pedestrian sidewalks and within walking and biking distance to the downtown business core and shopping. The location is central to parks and within blocks of both middle, and high schools. City Bus stops are also located nearby, allowing easy access to transit.

PARKING

Each unit has secured garage parking for two vehicles accessed by a two-way drive lane coming from Government Street with two additional visitor parking spots. No variances are needed for parking as the number of spaces exceeds the COP requirements.

DESIGN FOR CLIMATE

The building will meet the requirements of Step 3 of the BC Building Code. Each property has its own private rear yard to allow for outdoor living.

ORIENTATION & MASSING

Each unit has its own entry door with a covered entry. The townhouses are three storeys tall and will nicely suit the neighbourhood which is comprised of houses, duplexes, townhouses, and apartment buildings of varying size. At 9.7 meters tall the building is under the 12 m maximum height allowance. The style of the building is a modern style which will complement the neighbourhood and is in harmony with newer construction in the area as well as the older apartment buildings.

LANDSCAPING (ENHANCING THE URBAN FOREST)

The landscaping plan for the development includes the planting of 12 trees along the surrounding property lines. Along Government Street a continuous planting bed borders the sidewalk providing pleasing aesthetics and increased curb-appeal. Two trees are to be planted along Government Street and a grass area with surrounding planting beds containing low-maintenance plants will create a pleasing aesthetic and curb appeal for the development and a pleasant environment for occupants. In minimal selected areas, river rock is used to provide a clean, easily maintained utility spaces. A grass lawn at the front property line will provide a pleasant green accent for the property. Grassed rear yards will provide pleasant private areas for each unit and will contain accent planting beds and Blue Arrow junipers.

WASTE MANAGEMENT

Garbage and recycling collection is provided by individual bins provided for each unit to be collected from in front of each garage door on collection day. The garbage and recycling bins will be stored within the unit garages on non-collection days.

FENCES

Six-foot-high wood privacy fences will be installed along the surrounding property lines excluding the front property line and will be stepped down to four feet within the front yard setback. Six-foot-high privacy fences will also be between each of the townhouse rear yards.

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

Development Permit

Permit Number: DP PL2023-9544

Owner Name
Owner Address

Conditions of Permit

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

2. This permit applies to:

Legal:	Lot 5 District Lot 249 Similkameen Division Yale District Plan 3578 Except Plan KAP68411
Civic:	732 Government Street
PID:	010-843-205

3. This permit has been issued in accordance with Section 489 of the *Local Government Act*, to permit the construction of a four unit townhouse as shown in the plans attached in Schedule 'A'.

4. In accordance with Section 502 of the Local Government Act a deposit or irrevocable letter of credit, in the amount of $20,000.00 must be deposited prior to, or in conjunction with, an application for a building permit for the development authorized by this permit. The City may apply all or part of the above-noted security in accordance with Section 502 of the Local Government Act, to undertake works or other activities required to:
   a. correct an unsafe condition that has resulted from a contravention of this permit,
   b. satisfy the landscaping requirements of this permit as shown in Schedule 'A' or otherwise required by this permit, or
   c. repair damage to the natural environment that has resulted from a contravention of this permit.

5. The holder of this permit shall be eligible for a refund of the security described under Condition 4 only if:
   a. The permit has lapsed as described under Condition 8, or
   b. A completion certificate has been issued by the Building Inspection Department and the Director of Development Services is satisfied that the conditions of this permit have been met.

6. Upon completion of the development authorized by this permit, an application for release of securities (Landscape Inspection & Refund Request) must be submitted to the Planning Department. Staff may carry out inspections of the development to ensure the conditions of this permit have been met. Inspection fees may be withheld from the security in accordance with the City of Penticton Fees and Charges Bylaw (as amended from time to time).

DRAFT

General Conditions

7. In accordance with Section 501(2) of the *Local Government Act*, the lands subject to this permit shall be developed in general accordance with this permit and the plans attached as Schedule 'A'.

8. In accordance with Section 504 of the *Local Government Act,* if the holder of this permit does not commence the development authorized by this permit within 2 years of the date of this permit, this permit shall lapse.

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

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

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

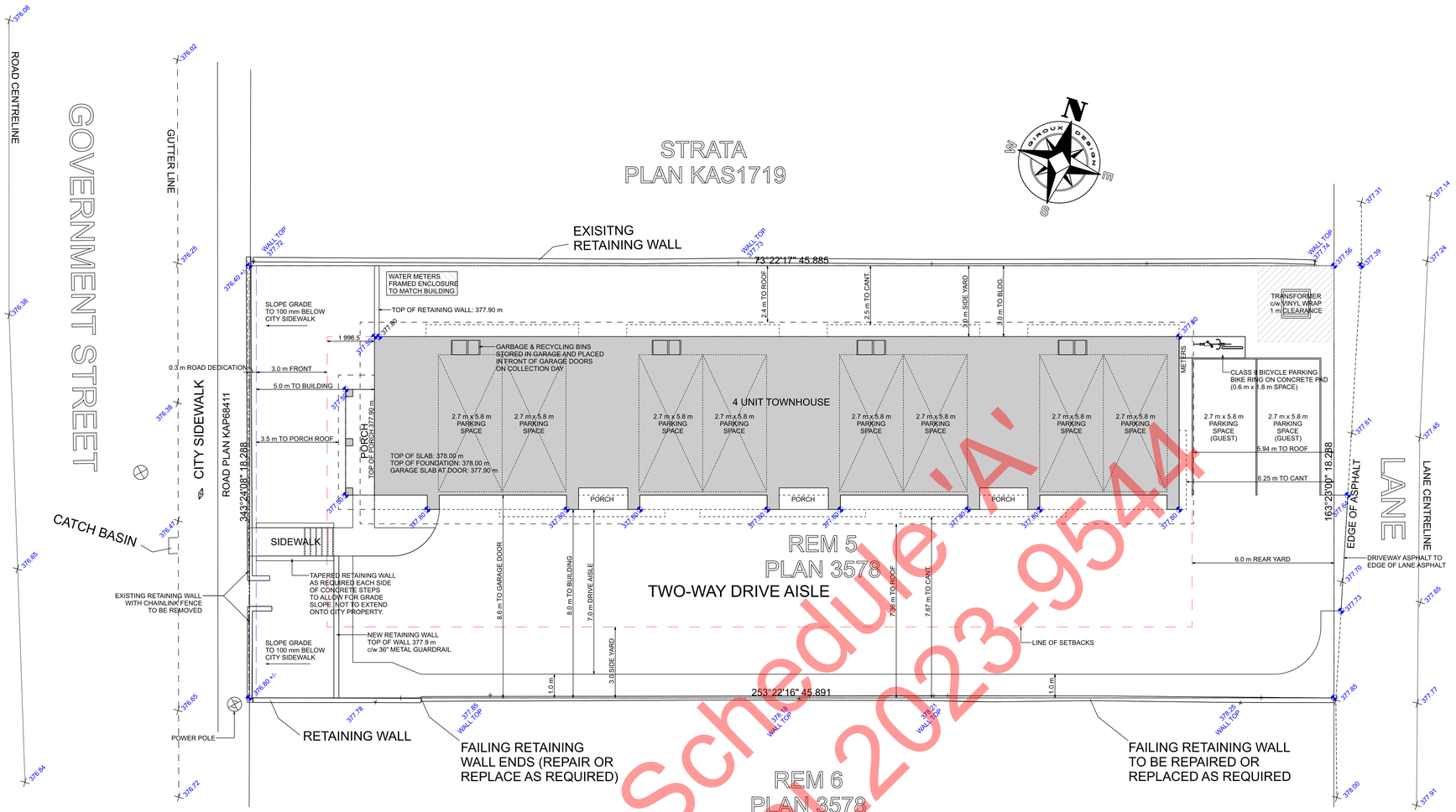
Authorized by City Council, the 18th day of July, 2023.

Issued this ____ day of July, 2023.

_____

Angela Collison
Corporate Officer

DRAFT



SITE PLAN

SCALE: 1:100
CIVIC ADDRESS: 732 GOVERNMENT STREET, PENTICTON, BC
LEGAL DESCRIPTION: LOT 5, DL 249, SDYD, PLAN 3578, EXCEPT PLAN KAP68411
PID: 010-843-205

BASED ON SURVEY BY MANDEVILLE LAND SURVEYING INC.
PROFESSIONAL B.C. AND CANADA LAND SURVEYORS
FIELD SURVEY COMPLETED THIS 1st DAY OF APRIL, 2022.
FILE NO.: 22-086
ELEVATIONS ARE GEODETIC (ORTHOMETRIC CGVD28 HTv2.0) DERIVED FROM
GNSS OBSERVATION AND PENTICTON MONUMENT #4890

ZONING COMPLIANCE TABLE (CURRENT ZONING R2-PROPOSED RM2)

REGULATION	REQUIRED	PROVIDED ON PLANS	VARIANCE REQUIRED
OCP DESIGNATION	G.O.R.	G.O.R.	NO
LOT AREA (SUBDIVISION ONLY)	540 m2	839.19 m2	N/A
MINIMUM LOT WIDTH (SUBDIVISION ONLY)	18.0 m	18.29 m	N/A
MAXIMUM LOT COVERAGE	40%	31% (256.0 m2)	NO
MAXIMUM DENSITY	0.80 FAR	0.73 FAR (613.1 m2)	NO
MAXIMUM HEIGHT	12 m	9.71 m	NO
MINIMUM FRONT YARD (WEST)	3.0 m	3.0 m	NO
MINIMUM INTERIOR SIDE YARD (NORTH)	3.0 m	3.0 m	NO
MINIMUM INTERIOR SIDE YARD (SOUTH)	3.0 m	3.0 m	NO
MINIMUM REAR YARD (EAST)	6.0 m	6.0 m	NO
PARKING SPACES (1 PER UNIT+GUEST)	5	10	NO
BICYCLE PARKING (CLASS I/CLASS II)	GARAGE/1	GARAGE/1	NO
AMENITY AREA (20 m2 PER UNIT)	80 m2	123 m2	NO

LEGEND

- GAS SERVICE HOOKUP
- CLEANOUT
- MANHOLE
- WATER VALVE
- POWER POLE
- 377.85 SPOT ELEVATION

ELECTRIC VEHICLE READY REQUIREMENTS
IN ACCORDANCE WITH ZONING BYLAW NO. 2023-08

TO ENSURE NEW HOMES ARE BUILT WITH READY ACCESS TO A POWER SUPPLY CAPABLE OF PROVIDING LEVEL 2 EV CHARGING, THE FOLLOWING REQUIREMENTS MUST BE MET:

-MINIMUM NUMBER OF ENERGIZED OUTLETS FOR LEVEL 2 CHARGING: 1 PER DWELLING UNIT.
-CONSTRUCTION REQUIREMENTS THAT INCLUDE: ELECTRICAL PANEL CAPACITY, WIRING, AND CONTINUOUS CONDUIT OR RACEWAY (AS APPLICABLE) FROM THE PANEL, TERMINATING AT AN ENERGIZED OUTLET NEAR THE DESIGNATED EV PARKING SPACE(S). ADDITIONAL ELECTRICAL AND EV CHARGING INFRASTRUCTURE IS REQUIRED TO ENERGIZE THE CIRCUIT AND TO SUPPLY POWER TO FUTURE LEVEL 2 EVSE AND EVEMS (IF APPLICABLE).
-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 CITY OF PENTICTON ELECTRIC UTILITY MANAGER.
-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.

Schedule 'A'
DP PL2023-9544

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Site Plan & Zoning Compliance Table

GURJANT GILL
732 GOVERNMENT STREET
PENTICTON, BC

DATE: 2023-06-07
DESIGN BY: AJG
DRAWN BY: AJG
REVISED:

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Giroux Design Group Inc.
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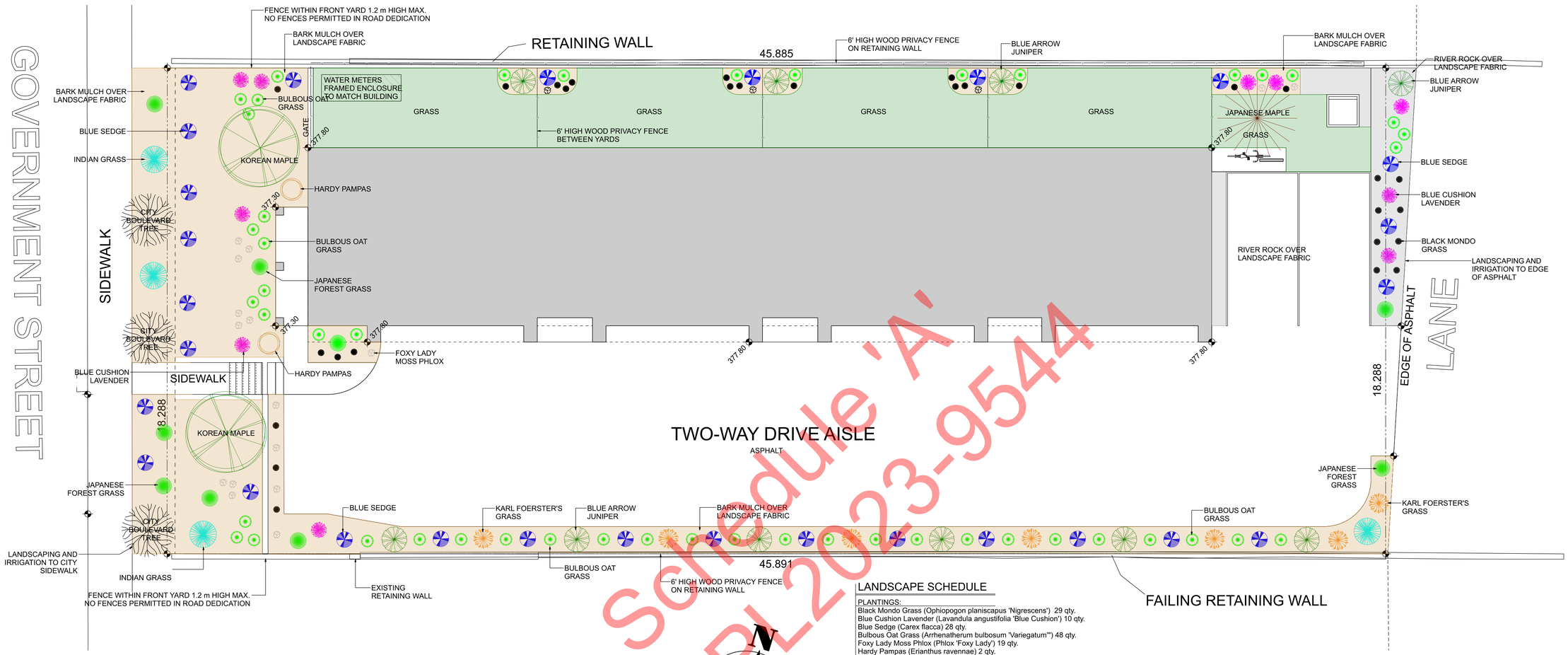
web: www.giroux designgroup.com

PLAN NO.
WP-5675
SLAB
SHEET NO.
A1

www.giroux designgroup.com - www.westhomeplanners.com - www.houseplanhunters.com



LANDSCAPE PLAN

SCALE: 1:75
CIVIC ADDRESS: 732 GOVERNMENT STREET, PENTICTON, BC
LEGAL DESCRIPTION: LOT 5, DL 249, SDYD, PLAN 3578, EXCEPT PLAN KAP68411
PID: 010-843-205

LANDSCAPE SCHEDULE

PLANTINGS:
Black Mondo Grass (Ophiopogon planiscapus 'Nigrescens') 29 qty.
Blue Cushion Lavender (Lavandula angustifolia 'Blue Cushion') 10 qty.
Blue Sedge (Carex flacca) 28 qty.
Bulbous Oat Grass (Arrhenatherum bulbosum 'Variegatum"') 48 qty.
Foxy Lady Moss Phlox (Phlox 'Foxy Lady') 19 qty.
Hardy Pampas (Erianthus ravennae) 2 qty.
Indian Grass (Sorgastrum nutans 'Indian Steel) 4 qty.
Japanese Forest Grass (Hakonechloa macra 'Fubuki') 11 qty.
Karl Foerster's Grass (Calamagrostis x acutiflora Karl Foerster) 7 qty.

TREES:
Bloodgood Japanese Maple (Acer palmatum var. atropurpureum 'Bloodgood') 1 qty.
Blue Arrow Juniper (Juniperus scopulorum 'Blue Arrow') 10 qty.
Korean Maple (Acer pseudosieboldianum) 2 qty.
Boulevard Tree (As per City Specs) 3 qty.

GARBAGE DISPOSAL:
Garbage Container Garbage Conatiner 4 qty.
Recycling Container Recycling Container 4 qty.
Yard Waste Container 1 qty.

GROUND COVER/HARD SURFACES:
Property Area (9046 sq.ft.)
Asphalt (3657 sq.ft.)
Grass (1139 sq.ft.)
Planting Beds-Bark Mulch (1615 sq.ft.)
River Rock-2" Rainbow (219 sq.ft.)
Landscape Fabric (1834 sq.ft.)
Sidewalks/Patios (200 sq.ft.)

FENCING:
4' High Wood Fence (20 lin.ft.)
6' High 'Good Neighbour' Privacy Fence (243 lin.ft.)

LANDSCAPE NOTES:

SHRUBS SHALL BE A MIN OF No.2 POT SHRUBS

ALL TREES ARE TO BE A MINIMUM CALIPER OF 60mm WITH A CLEAR STEM HEIGHT OF 1.5 m

NO TREES, FENCES OR STRUCTURES WITHIN ROAD DEDICATION

NO RETAINING WALLS OVER 1.2 m IN HEIGHT ARE PERMITTED WITHIN ANY SETBACK AREA

LANDSCAPED AREAS TO BE EQUIPPED WITH UNDERGROUND IRRIGATION SYSTEM COMPLETE WITH MOISTURE SENSORS & TIMERS.

LANDSCAPING AND IRRIGATION TO EXTEND TO EDGE OF CITY SIDEWALKS, CURBS, ASPHALT. (INCLUSIVE OF LANDSCAPING ON CITY BOULEVARD)

DRIVEWAY ASPHALT TO EXTEND TO STREET AND LANE ASPHALT.

Schedule 'A'
DP PL2023-9544

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Landscape Plans

GURJANT GILL
732 GOVERNMENT STREET
PENTICTON, BC

DATE: 2023-06-07
DESIGN BY: AJG
DRAWN BY: AJG
REVISED:

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Due to local codes, regulations and building practices and/or because of specific site conditions, we must advise you that the information shown on these drawings may not be suitable for your specific application. These drawings are not to be used as a guide for construction unless the builder has confirmed their suitability in writing with the appropriate authorities and has obtained the required permits. Additionally, Giroux Design Group is unable to accept any liability for the accuracy or overall integrity of these drawings in excess of their original purchase price. Therefore, the builder and/or purchaser should double check all dimensions and details in these drawings and assume responsibility for the same.

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web: www.giroux designgroup.com

PLAN NO.
WP-5675
SLAB
SHEET NO.
A3

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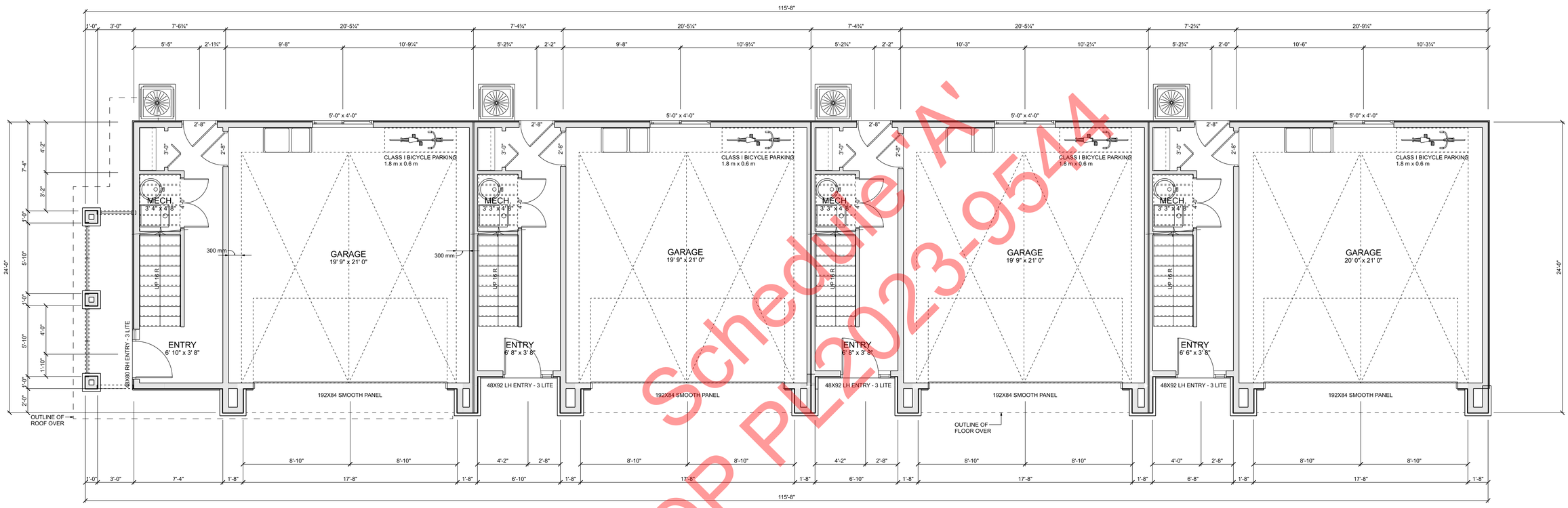

LOWER FLOOR PLAN

SCALE: 1/4" = 1'-0"
LOWER FLOOR LIVING AREA: 447 sq ft.
GARAGE AREA: 1826 sq ft.

Scheduled
DP PL2023-9544

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Lower Floor Plan

GURJANT GILL
732 GOVERNMENT STREET
PENTICTON, BC

DESIGN BY: AJG
DRAWN BY: AJG
DATE: 2023-06-07
REVISED:

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Due to local codes, regulations and building practices and/or because of specific site conditions, we have not included structural details in these drawings. Consequently, the construction of a building in high risk Seismic Zone, Exposure, Snow Load or Wind Load may be used as a guide for construction unless the builder has confirmed their suitability in such a case. The dimensions shown are not to be used as a guide for construction unless the builder has confirmed their suitability in such a case. Additionally, Giroux Design Group is unable to accept any liability for the accuracy of overall integrity of these drawings in excess of their original purchase price. Therefore, the builder and/or owner assumes all responsibility for the same.

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web: www.girouxdesigngroup.com

PLAN NO.
WP-5675
SLAB
SHEET NO.
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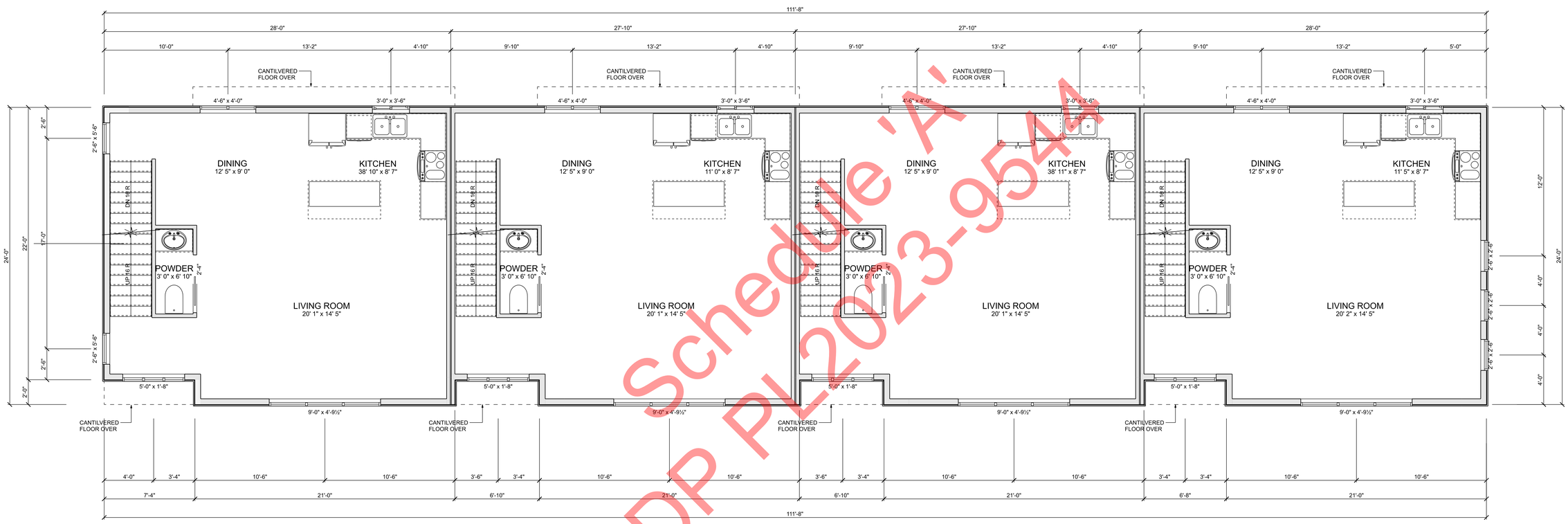

MAIN FLOOR PLAN

SCALE: 1/4" = 1'-0"
MAIN FLOOR LIVING AREA: 2463 sq ft.

Schedule 'A'
DP PL2023-9544

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Main Floor Plan

GURJANT GILL
732 GOVERNMENT STREET
PENTICTON, BC

DESIGN BY: AJG
DRAWN BY: AJG
DATE: 2023-06-07
REVISED:

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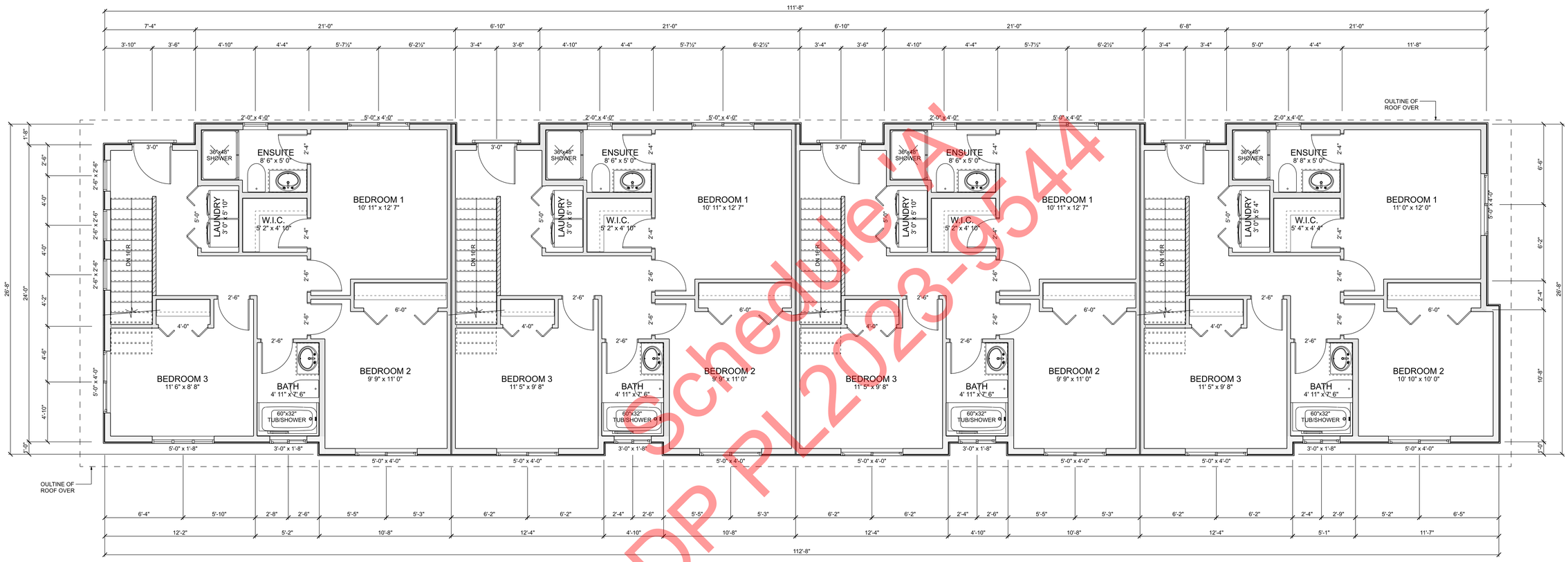

UPPER FLOOR PLAN

SCALE: 1/4" = 1'-0"
UPPER FLOOR LIVING AREA: 2766 sq ft.

Scheduled
DP PL2023-9544

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Upper Floor Plan

GURJANT GILL
732 GOVERNMENT STREET
PENTICTON, BC

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WEST ELEVATION (FACING GOVERNMENT ST.)
SCALE: 1/4" = 1'-0"

SOUTH ELEVATION (FACING DRIVE AISLE)
SCALE: 1/4" = 1'-0"

Schedule A
DP PL2023-9544

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Exterior Elevations (West and South)

GURJANT GILL
732 GOVERNMENT STREET
PENTICTON, BC

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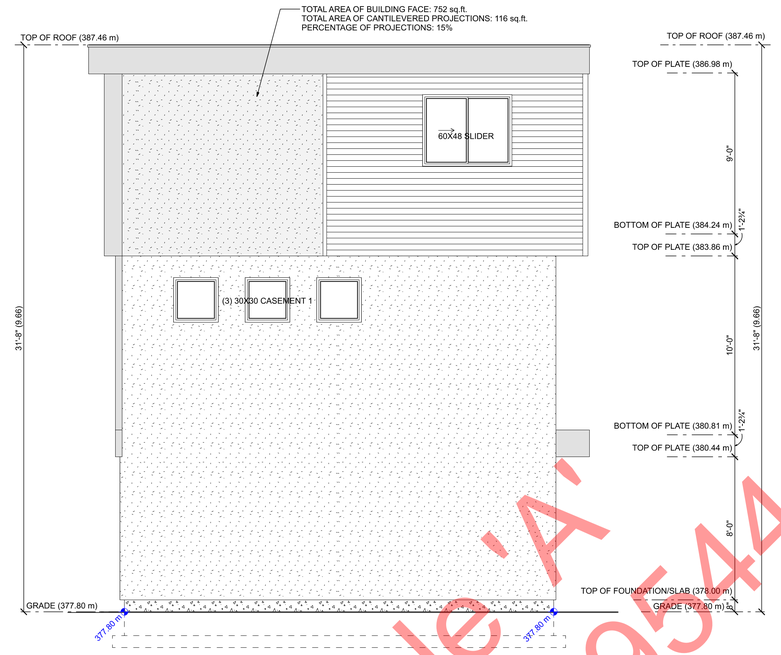
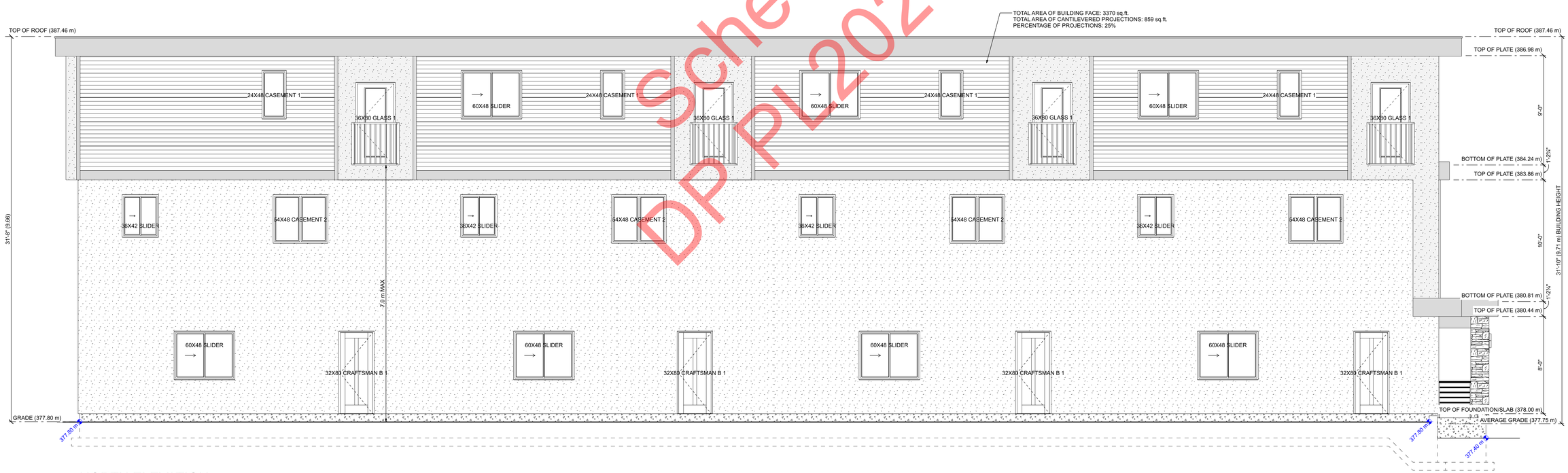


EAST ELEVATION (FACING LANE)
SCALE: 1/4" = 1'-0"



NORTH ELEVATION
SCALE: 1/4" = 1'-0"

Schedule 'A'
DP PL2023-9544

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Exterior Elevations (East and North)

GURJANT GILL
732 GOVERNMENT STREET
PENTICTON, BC

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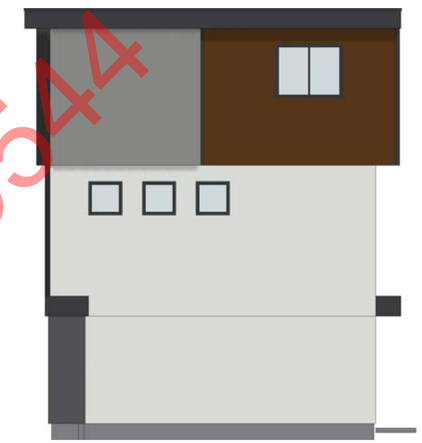
SOUTH ELEVATION (FACING DRIVE AISLE)
SCALE: 3/16" = 1'-0"

WEST ELEVATION (FACING GOVERNMENT STREET)
SCALE: 3/16" = 1'-0"



EAST ELEVATION (FACING LANE)
SCALE: 3/16" = 1'-0"

NORTH ELEVATION
SCALE: 3/16" = 1'-0"

Schedule 'A'
DP PL2023-9544

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Colour Elevations

GURJANT GILL
732 GOVERNMENT STREET
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The Corporation of the City of Penticton

Bylaw No. 2023-20

A Bylaw to Amend Zoning Bylaw 2023-08

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

AND WHEREAS the Council of the City of Penticton wishes to amend Zoning Bylaw No. 2023-08;

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

1. **Title:**

This bylaw may be cited for all purposes as "Zoning Amendment Bylaw No. 2023-20".

2. **Amendment:**

2.1 Zoning Bylaw No. 2023-08 is hereby amended as follows:

Rezone Lot 5 District Lot 249 Similkameen Division Yale District Plan 3578 Except Plan KAP68411, located at 732 Government Street, from R2 (Small Lot Residential) to RM2 (Low Density Multiple Housing) as shown on Schedule 'A'.

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

READ A FIRST time this	day of	, 2023
A PUBLIC HEARING was held this	day of	, 2023
READ A SECOND time this	day of	, 2023
READ A THIRD time this	day of	, 2023
ADOPTED this	day of	, 2023

Notice of intention to proceed with this bylaw was published on the __ day of ____, 2023 and the __ day of ____, 2023 in an online news source and the newspaper, pursuant to Section 94.2 of the *Community Charter*.

Julius Bloomfield, Mayor

Angie Collison, Corporate Officer

Schedule A: Zoning Amendment Bylaw 2023-20

Date: Corporate Officer:

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June 12, 2023 11:33:24 AM

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Coordinate System: NAD 1983 CSRS UTM Zone 11N

Council Report

penticton.ca

Date: June 20, 2023 File No: RMS/720 Government St
To: Donny van Dyk, Chief Administrative Officer
From: Jordan Hallam, Planner I
Address: 720 Government Street

Subject: **Zoning Amendment Bylaw No. 2023-21**
Development Permit PL2023-9551

Staff Recommendation

THAT Council give first reading to "Zoning Amendment Bylaw No. 2023-21", for Lot A District Lot 249 Similkameen Division Yale District Plan KAP64083, located at 720 Government Street, a bylaw to rezone the subject property from R2 (Small Lot Residential) to RM2 (Low Density Multiple Housing);

AND THAT Council forward "Zoning Amendment Bylaw No. 2023-21" to the July 18, 2023 Public Hearing.

AND THAT Council, subject to adoption of "Zoning Amendment Bylaw No. 2023-21", approve "Development Permit PL2023-9551", for Lot A District Lot 249 Similkameen Division Yale District Plan KAP64083, located at 720 Government Street, a permit to approve the form and character of a four-unit townhouse.

Strategic Priority Objective

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

Proposal

The applicant is proposing to construct a four unit, three-storey townhouse on the subject property (Figure 1). In order to proceed with the proposed development, the applicant has requested to rezone the property from R2 (Small Lot Residential) to RM2 (Low Density Multiple Housing).

Further, the applicant requires Development Permit approval for the form and character of the building, which has been included for Council's consideration.

Figure 1 – Conceptual Rendering of Proposed Development

Background

The subject property is currently zoned R2 (Small Lot Residential) and is designated as 'Ground Oriented Residential' (Figure 2) by the Official Community Plan (OCP). The subject property contains a single family home that was constructed in the 1940's (Figure 3).

Land Use	Description	Building Type(s)	Uses	Height / Density	Zone(s)
Ground Oriented Residential	Medium-density residential areas with multi-family developments where each unit has an exterior door and construction is primarily wood frame, or bareland stratas	• Duplexes with suites • Cluster housing • Fourplexes higher-density rowhouses • Townhouses and stacked townhouses • Bareland strata developments	• Residential • Limited Service/ Retail	• Up to 3 ½ storeys	• RM2 • RM5 • C2

Figure 2 – OCP Land Use Designation

The surrounding area is a mixture of uses, including mostly single family dwellings directly adjacent, infill development, single family, duplex, townhouses, and apartments. The property's proximity to the variety of uses make it an ideal location for increased density. The property is within walking distance of Penticton Secondary School and KVR Middle School, providing green space for future tenants and residents. The property is also located within close proximity of the downtown area and grocery stores. This area is also well serviced by pedestrian, cycling and transit networks.

Climate Impact

The development proposes four townhouse style dwelling units on the property, increasing density in a core area of the City of Penticton, well served by transit and in close proximity to services, employment, schools and recreational areas.

The plans show two Class 2 Bicycle parking spaces for visitors and each dwelling unit has a Class 1 bicycle parking space, resulting in 4 Class 1 spaces.

Each dwelling unit is required to provide 1 (4 total) Level 2 Electric Vehicle ready space.

This building will be required to meet Step 3 of the BC Energy Step Code. Step 3 requires new builds to be at minimum 20% more efficient, with a goal of being Net Zero Ready for new construction by 2032.

Figure 3 – Property Location

Financial Implication

The applicant is responsible for all development costs, including any service upgrades and the payment of Development Cost Charges (DCC's) to help offset the added demand on City services from the proposed development.

Technical Review

This application was reviewed by the City's Technical Planning Committee (TPC). The TPC raised comments regarding landscaping and boulevard trees. Staff worked with the applicant to address these concerns, and 3 boulevard trees were provided on the landscape plan. The original proposal had driveways onto Government St, this was not desirable and staff worked with the applicant to have vehicle access from the rear only. Typical servicing requirements have been identified for the Building Permit stage of the project, if the rezoning and development permit applications are supported by Council. These items have been communicated to the applicant.

Road Dedication

The City of Penticton is not taking any road dedication for this subject property. There is currently 1.6 m from the sidewalk to the property line which provides enough room for boulevard trees. Staff worked with the applicant to provide three boulevard trees along Government St.

Development Statistics

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

	RM2 Zone Requirement	Provided on Plans
Minimum Lot Width*:	18 m	18.29 m
Minimum Lot Area*:	540 m^2	793.12 m^2
Maximum Lot Coverage:	40%	31.8%
Maximum Density:	0.8 Floor Area Ratio (FAR)	.66 FAR
Vehicle Parking:	Total Required: 1 per dwelling unit plus 0.25 spaces/unit for visitors **Total Required: 5 spaces**	**Total Per Dwelling: 4 spaces** **Total Visitor: 2 spaces** **Total Provided: 6 spaces**
Level 2 Electric Vehicle (EV) Ready Chargers:	Total Required: 1 per dwelling unit **Total Required: 4 chargers**	**Total EV Ready Chargers Provided: 4 chargers**
Bicycle Parking:	Total Required: 0.5 per unit **Total Class 1 Required: 2** Total Class 2: 0.1 per unit **Total Class 2 Required: 1 space**	**Total Class 1 Provided: 4 spaces (1 in each garage)** **Total Class 2 Provided: 2 spaces**
Landscape Buffer:	Total Required: Minimum 3.0 m wide and one tree for every 10.0 m buffer area. One shrub for every meter of buffer area. **Total Required: Minimum 3.0 m wide, 9 trees, and 104 shrubs.**	**Total Provided: 1.55 m wide (Variance to width through Development Permit), 17 trees, and 160 shrubs.**
Required Setbacks Front Yard (Government St): Interior Side Yard (north): Interior Side Yard (south): Rear Yard (Ontario St):	 3.0 m 3.0 m 3.0 m 3.0 m	 5.3 m 7.96 m 3.0 m 5.7 m
Maximum Building Height	12 m	9.98 m
Other Information:	*Lot width and lot area are only applicable at the time of subdivision.	

Analysis

Zoning Amendment

The Official Community Plan (OCP) designation for the subject property is 'Ground Oriented Residential', which supports medium density residential areas with multi-family developments where each unit has an exterior door and construction is primarily wood frame, or bareland stratas (Figure 2). Duplexes with suites,

cluster housing and fourplexes are some of the building types envisioned in this designation. The applicant is proposing to construct a four unit townhouse on the subject property. The development and density proposed on the property are aligned with the vision of properties designated within the 'Ground Oriented Residential' designation.

In addition to alignment with the future land use designation, staff consider that the proposed zoning amendment will also allow for a development that is supported through the following OCP Goals and Policies:

OCP Policy 4.1.1.1	Focus new residential development in or adjacent to existing developed areas.
OCP Policy 4.1.3.1	Encourage more intensive "infill" residential development in areas close to the Downtown, to employment, services and shopping, through zoning amendments for housing types compatible with existing neighbourhood character, with form and character guided by Development Permit Area Guidelines.
OCP Policy 4.1.3.5	Ensure through the use of zoning that more-intensive forms of residential development are located close to transit and amenities, such as parks, schools and shopping.
OCP Policy 4.1.4.1	Work with the development community – architects, designers and buildings – to create new residential developments that are attractive, high-quality, energy efficient, appropriately scaled and respectful of their context.
OCP Policy 4.1.5.1	Recognize that some traditionally single-family neighbourhoods will see intensification as the city grows, but ensure that new forms of residential development are compatible with the neighbourhood in scale and design, and are appropriately located (e.g., greater density closer to collector roads, services and amenities).
OCP Policy 4.2.5.2	Encourage land use planning that results in neighbourhoods that can be easily serviced by transit.

Staff consider that the application proposes an appropriately scaled development in an area of the city that has been identified for increased residential density by the OCP. The proposed rezoning to RM2 to allow a total of 4 dwelling units on the property is consistent with the increased density and building forms envisioned by the 'Ground Oriented Residential' designation.

Given that there is adequate policy through the OCP to support the proposed development, staff recommend that Council give first reading to "Zoning Amendment Bylaw No. 2023-21", and forward the bylaw to the July 18, 2023 Public Hearing to gather comments and feedback from the public.

Support Development Permit

The proposed development is considered within the Multifamily Residential Development Permit Area of the OCP, which is established to enhance neighbourhoods and create sensitive transitions in scale and density by addressing issues such as privacy, landscape retention and neighbourliness. The proposed development has been designed with the OCP design guidelines in mind.

Staff have completed a development permit analysis (Attachment 'D') that shows how the development conforms to the applicable design guidelines. The applicant has also provided an analysis within their letter of intent (Attachment 'E'), which outlines the project and its conformance to the OCP design guidelines.

As such, staff recommend that Council consider approving the Development Permit after adoption of the Zoning Amendment Bylaw.

Development Permit Variance

The OCP Section 5.1.4 allows for minor variances through a development permit in certain instances. The applicant is proposing a reduced landscaping buffer along the southern property line (Figure 4). Section 5.1.4 of the OCP allows for variances to landscaping buffers in cases where "the proposed building locations make establishment of a buffer difficult or impossible or where trees will not thrive. In cases where the buffer is reduced, compensatory planning elsewhere on the site or in adjacent public realm is required". In this instance, the south property line is reduced in width from 3.0 m to 1.55 m, as a result of the drive aisle providing access to each unit's garage. Staff are supporting this variance, as the landscaping plan still provides the required number of trees and shrubs along all property lines. As no plantings are reduced, staff are not requiring any compensatory plantings.

Landscaping buffers assist with providing a natural buffer between properties and uses. They also help to increase the urban forest inventory throughout the City. In this instance, the drive aisle between the proposed buildings and the north property line is 6.4 m, which reduces the overlook into the northern property. Staff considers that the added distancing between the property and the proposed buildings, as well as the proposed landscaping plan, which incorporates adequate plantings and species, make this a suitable variance through the Development Permit.

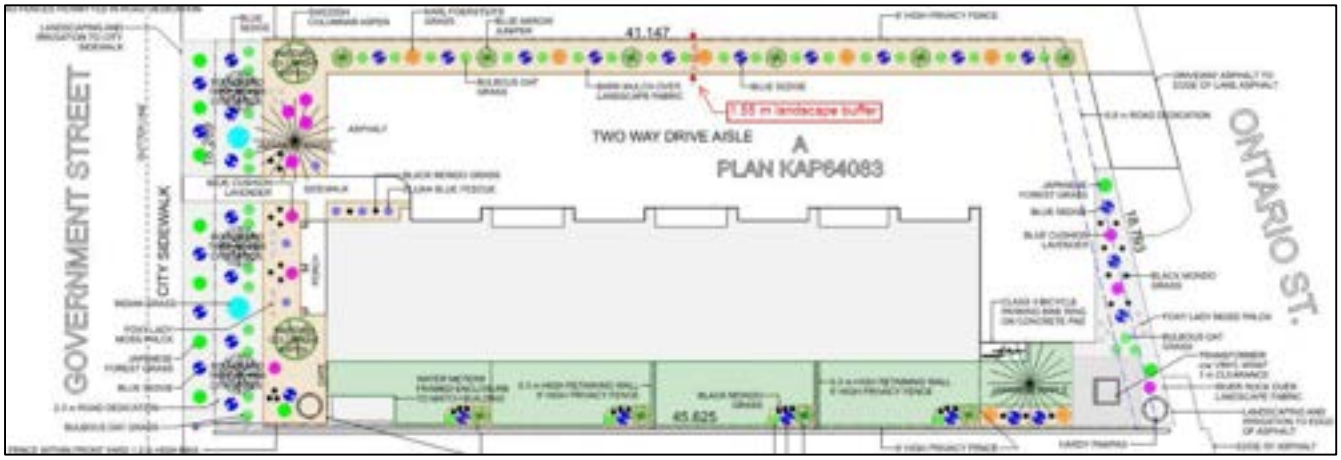


Figure 4 – Landscape Buffer

Alternate Recommendations

Council may consider that while the zoning amendment is aligned with the OCP by increasing density in a desirable area of the city, the development as proposed does not fit the character of the neighbourhood. If this is the case, Council may choose the alternate recommendation.

1. THAT Council deny first reading to "Zoning Amendment Bylaw No. 2023-21".

Attachments

Attachment A – Zoning Map
Attachment B – Official Community Plan Map
Attachment C – Photos of Property
Attachment D – Development Permit Analysis (staff)
Attachment E - Letter of Intent and Development Permit Analysis (applicant)
Attachment F – Draft Development Permit PL2023-9551
Attachment G – Zoning Amendment Bylaw No. 2023-21

Respectfully submitted,

Jordan Hallam
Planner I

Concurrence

Director of Development Services	General Manager of Infrastructure	Chief Administrative Officer
BL	KD	DvD

Attachment A – Zoning Map

Attachment B – Official Community Plan Map

Attachment C – Photos of Property

724 Government St
Subject Property:
720 Government St
Ontario St

Subject Property:
720 Government St
708 Government St
Ontario St

Development Permit Analysis

The proposed development is located within the Multifamily Residential Development Permit Area. The following analysis demonstrates how the proposal is aligned with the applicable design guidelines.

Guideline G1 *Applications shall include a comprehensive site plan – considering adjacent context for building and landscape architectural design and neighbourhood character analysis - to demonstrate that the development is sensitive to and integrated within its context and surrounding uses and neighbours.*

- The applicant has labelled geodetic elevations on the site plan, to show they have reviewed the topography of the property, which is relatively flat.

Guideline G5 *Siting of buildings should support strong street definition by minimizing front yard setbacks while sensitively transitioning to neighbouring building setbacks.*

- The applicant has located the proposed building at 5.3 m from property line, the minimum is 3.0m front yard setback, which helps to maintain a connection with the street. They have proposed a front door on the unit closest to Government Street that faces the street to add a pedestrian scale to the development.

Guideline G7 *All designs shall consider Crime Prevention Through Environmental Design (CPTED) principles and balance the reduction of crime and nuisance opportunities with other objectives to maximize the enjoyment of the built environment.*

- The proposed front yard fencing is limited to 1.2m (4ft.) in height, which is aligned with the Zoning Bylaw requirements and also helps to retain 'eyes on the street' by keeping sightlines open from private property to the public streetscape.

Guideline G11 *Barrier-free pedestrian walkways to primary building entrances must be provided from municipal sidewalks, parking areas, storage, garbage and amenity areas.*

- Government Street to the west side of the development provides pedestrian access to the development. Ontario Street to the east side of the development also provides pedestrian access to the development.
- The proposed development has a sidewalk access from Government Street to allow barrier-free pedestrian access to all building unit entrances.

Guideline G21 *Orientation of buildings should face public spaces (e.g., street and lane) with a preference for ground-oriented types (e.g., a front door for everyone or every business).*

- The proposed development provides private outdoor amenity area to the south behind each dwelling unit.
- Each dwelling unit has a front door for access from the drive aisle, Government St, and Ontario St.

Guideline G33 *Water Conservation and Plant Maintenance: Xeriscaping, Irrigation & Mulching*

- The proposed development includes a landscaping plan that provides adequate and appropriate designs.
- The plans indicate a fully automatic underground irrigation system, which helps to reduce overwatering and utilizes a drip system.

Guideline G35 *Tree planting…*

- Trees and shrubs have been provided at the front of the property as well along the north, east, and south property line with the landscape buffer.

Guidline MF1 *All multifamily developments should incorporate community amenity spaces that provide opportunity for recreation and play and address the needs of all age groups likely to reside within the development.*

- The proposed development includes approximately 23.0 m^2 of outdoor grass amenity space for each unit. Each amenity space is separated by a fence to allow privacy for every unit.

Guideline MF3 *Amenity spaces should incorporate vegetation for the purposes of active and passive recreation and/or visual interest, and incorporate safe play areas in interior court yards.*

- The proposed development has a tree proposed in the yard for each unit and multiple shrubs. This creates visual interest for the residents or tenants living in the units, and provides area of shade during the summer months.

Guideline MF4 *Visitor parking should be:*

- *In public view,*
- *Easily accessible near the main entry to the site, and*
- *Clearly indicated by pavements markings and/or signs*

- The proposed development has two visitor parking spaces off of Ontario St.
- The visitor parking spaces are in good public view from Ontario St for drivers who come to visit residents or tenants of the proposed development.

Attachment E - Letter of Intent and Development Permit Analysis (applicant)

GIROUX DESIGN GROUP
QUALITY HOME & BUILDING DESIGN SINCE 1950

May 18, 2023

Giroux Design Group Inc.

City of Penticton
171 Main Street
Penticton BC, V2A 5A9

Re: 720 Government Street Development Permit Application

To City of Penticton Planning Department,

This letter is regarding the proposal to rezone and develop the property located at 720 Government Street. The Official Community Plan for the property is Ground Oriented Residential and the current zoning is R2 Small Lot Residential. The proposed development is consistent with the OCP designation but requires rezoning to RM2 Low Density Multiple Housing. A 2.3 m road dedication from the Government Street side and a 0.8 m road dedication from the Ontario Street side has been allowed for on the plans. No variances are required for this application.

The proposal is to build four townhouse units, the building will be three storeys in height, each dwelling will have 3 bedrooms and a one car garage. The location of the development is ideal for families as there are schools within walking distance, as well as shopping, parks, and the downtown core. Access to the property is provided from Government Street and the lane.

We believe the project meets the intent of providing modest densification to an area of town that has a mix of townhouses and high-density apartment buildings. In contrast to nearby apartment buildings, this development will provide much needed family housing in the area with private outdoor green areas and amenity space for families with children.

Thank you for considering our proposal.

Best regards,

Tony Giroux ASTTBC CTech, RBD, BCABD
Owner/Registered Building Designer
Giroux Design Group Inc.

720 GOVERNMENT STREET: DEVELOPMENT PERMIT ANALYSIS

PEDESTRIAN CONNECTIVITY

The development is on a road with pedestrian sidewalks and within walking and biking distance to the downtown business core and shopping. The location is central to parks and within blocks of both middle, and high schools. City Bus stops are also located nearby, allowing easy access to transit.

PARKING

Each unit has secured garage parking for one vehicles accessed by a two-way drive lane coming from Government Street and Ontario Street as well as two additional visitor parking spots. No variances are needed for parking as the number of spaces exceeds the COP requirements.

DESIGN FOR CLIMATE

The building will meet the requirements of Step 3 of the BC Building Code. Each property has its own private rear yard to allow for outdoor living.

ORIENTATION & MASSING

Each unit has its own entry door with a covered entry. The townhouses are three storeys tall and will nicely suit the neighbourhood which is comprised of houses, duplexes, townhouses, and apartment buildings of varying size. At 10.0 meters tall the building is under the 12 m maximum height allowance. The style of the building is a modern style which will complement the neighbourhood and is in harmony with newer construction in the area as well as the older apartment buildings.

LANDSCAPING (ENHANCING THE URBAN FOREST)

The landscaping plan for the development includes the planting of 15 trees along the surrounding property lines. Along Government Street a continuous planting bed borders the sidewalk providing pleasing aesthetics and increased curb-appeal. Two trees are to be planted along Government Street and a grass area with surrounding planting beds containing low-maintenance plants will create a pleasing aesthetic and curb appeal for the development and a pleasant environment for occupants. In minimal selected areas, river rock is used to provide a clean, easily maintained utility spaces. A grass lawn at the front property line will provide a pleasant green accent for the property. Grassed rear yards will provide pleasant private areas for each unit and will contain accent planting beds and Blue Arrow junipers.

WASTE MANAGEMENT

Garbage and recycling collection is provided by individual bins provided for each unit to be collected from in front of each garage door on collection day. The garbage and recycling bins will be stored within the unit garages on non-collection days.

FENCES

Six-foot-high wood privacy fences will be installed along the surrounding property lines excluding the front property line and will be stepped down to four feet within the front yard setback. Six-foot-high privacy fences will also be between each of the townhouse rear yards.

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

Development Permit

Permit Number: DP PL2023-9551

Owner Name
Owner Address

Conditions of Permit

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

2. This permit applies to:

   Legal: Lot A District Lot 249 Similkameen Division Yale District Plan KAP64083

   Civic: 720 Government Street

   PID: 024-465-771

3. This permit has been issued in accordance with Section 489 of the *Local Government Act*, to permit the construction of a four unit townhouse as shown in the plans attached in Schedule 'A'.

4. In accordance with Section 502 of the Local Government Act a deposit or irrevocable letter of credit, in the amount of $20,000.00 must be deposited prior to, or in conjunction with, an application for a building permit for the development authorized by this permit. The City may apply all or part of the above-noted security in accordance with Section 502 of the Local Government Act, to undertake works or other activities required to:

   a. correct an unsafe condition that has resulted from a contravention of this permit,

   b. satisfy the landscaping requirements of this permit as shown in Schedule 'A' or otherwise required by this permit, or

   c. repair damage to the natural environment that has resulted from a contravention of this permit.

5. The holder of this permit shall be eligible for a refund of the security described under Condition 4 only if:

   a. The permit has lapsed as described under Condition 8, or

   b. A completion certificate has been issued by the Building Inspection Department and the Director of Development Services is satisfied that the conditions of this permit have been met.

6. Upon completion of the development authorized by this permit, an application for release of securities (Landscape Inspection & Refund Request) must be submitted to the Planning Department. Staff may carry out inspections of the development to ensure the conditions of this permit have been met. Inspection fees may be withheld from the security in accordance with the City of Penticton Fees and Charges Bylaw (as amended from time to time).

DRAFT

General Conditions

7. In accordance with Section 501(2) of the *Local Government Act*, the lands subject to this permit shall be developed in general accordance with this permit and the plans attached as Schedule 'A'.

8. In accordance with Section 504 of the *Local Government Act,* if the holder of this permit does not commence the development authorized by this permit within 2 years of the date of this permit, this permit shall lapse.

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

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

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

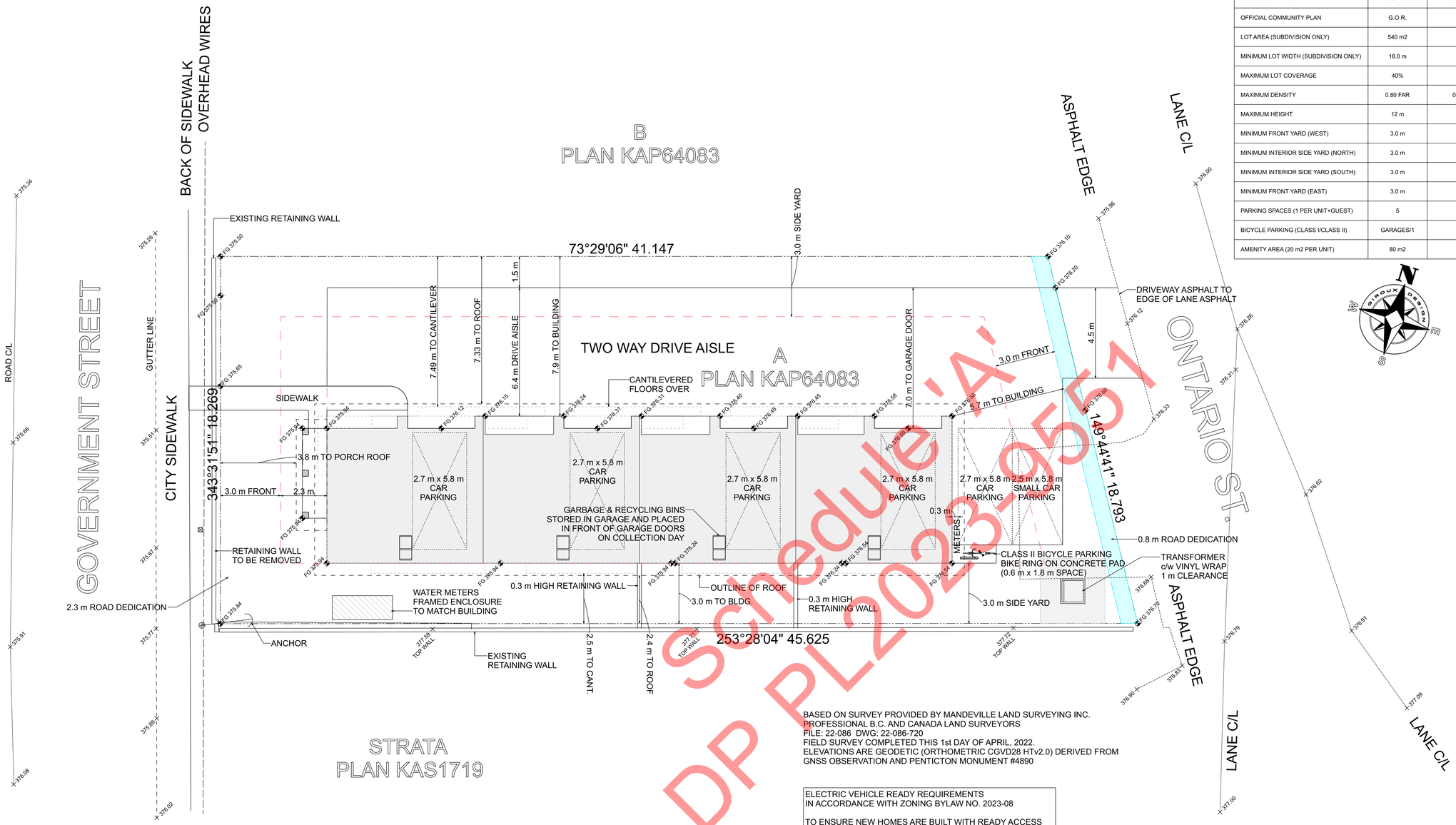
Authorized by Authority, the 18th day of July, 2023.

Issued this ____ day of July, 2023.

_____

Angela Collison
Corporate Officer

DRAFT



Scheduled
DP PL2023-9551

BASED ON SURVEY PROVIDED BY MANDEVILLE LAND SURVEYING INC.
PROFESSIONAL B.C. AND CANADA LAND SURVEYORS
FILE: 22-086 DWG: 22-086-720
FIELD SURVEY COMPLETED THIS 1st DAY OF APRIL, 2022.
ELEVATIONS ARE GEODETIC (ORTHOMETRIC CGVD28 HTv2.0) DERIVED FROM GNSS OBSERVATION AND PENTICTON MONUMENT #4890

ELECTRIC VEHICLE READY REQUIREMENTS
IN ACCORDANCE WITH ZONING BYLAW NO. 2023-08

TO ENSURE NEW HOMES ARE BUILT WITH READY ACCESS TO A POWER SUPPLY CAPABLE OF PROVIDING LEVEL 2 EV CHARGING, THE FOLLOWING REQUIREMENTS MUST BE MET:

-MINIMUM NUMBER OF ENERGIZED OUTLETS FOR LEVEL 2 CHARGING: 1 PER DWELLING UNIT.
-CONSTRUCTION REQUIREMENTS THAT INCLUDE: ELECTRICAL PANEL CAPACITY, WIRING, AND CONTINUOUS CONDUIT OR RACEWAY (AS APPLICABLE) FROM THE PANEL, TERMINATING AT AN ENERGIZED OUTLET NEAR THE DESIGNATED EV PARKING SPACE(S). ADDITIONAL ELECTRICAL AND EV CHARGING INFRASTRUCTURE IS REQUIRED TO ENERGIZE THE CIRCUIT AND TO SUPPLY POWER TO FUTURE LEVEL 2 EVSE AND EVEMS (IF APPLICABLE).
-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 CITY OF PENTICTON ELECTRIC UTILITY MANAGER.
-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.

LEGEND

- GAS SERVICE HOOKUP
- CLEANOUT
- WATER VALVE
- POWER POLE
- 375.66 SPOT ELEVATION
- OVERHEAD WIRES
- POWER POLE ANCHOR

SITE PLAN

SCALE: 1:100
CIVIC ADDRESS: 720 GOVERNMENT STREET, PENTICTON, BC
LEGAL DESCRIPTION: LOT A, DL 249, SDYD, PLAN KAP64083
PID: 024-465-771

ZONING COMPLIANCE TABLE (CURRENT ZONING R2-PROPOSED RM2)

REGULATION	REQUIRED	PROVIDED ON PLANS	VARIANCE REQUIRED
OFFICIAL COMMUNITY PLAN	G.O.R.	G.O.R.	NO
LOT AREA (SUBDIVISION ONLY)	540 m2	792.32 m2	N/A
MINIMUM LOT WIDTH (SUBDIVISION ONLY)	18.0 m	18.27 m	N/A
MAXIMUM LOT COVERAGE	40%	30% (237.4 m2)	NO
MAXIMUM DENSITY	0.80 FAR	0.66 FAR (521.6 m2)	NO
MAXIMUM HEIGHT	12 m	10.0 m	NO
MINIMUM FRONT YARD (WEST)	3.0 m	3.0 m	NO
MINIMUM INTERIOR SIDE YARD (NORTH)	3.0 m	3.0 m	NO
MINIMUM INTERIOR SIDE YARD (SOUTH)	3.0 m	3.0 m	NO
MINIMUM FRONT YARD (EAST)	3.0 m	3.0 m	NO
PARKING SPACES (1 PER UNIT+GUEST)	5	5	NO
BICYCLE PARKING (CLASS I/CLASS II)	GARAGES/1	GARAGES/1	NO
AMENITY AREA (20 m2 PER UNIT)	80 m2	92 m2	NO

GURJANT GILL
720 GOVERNMENT STREET
PENTICTON, BC

DESIGN BY: AJG
DRAWN BY: AJG
DATE: 2023-06-07
REVISED:

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Due to local codes, regulations and building practices and/or because of specific site conditions, we do not warrant the suitability of the attached drawings for construction of a building on a particular site. Consequently, these drawings are not to be used as a guide for construction unless the builder has confirmed their suitability in writing with the designer. Dimensions are to be verified on site before construction. Additionally, Giroux Design Group is unable to accept any liability for the accuracy of their original purchase price.
Please note that the dimensions of walls, exterior dimensions and dimensions of garages are to the outside of exterior sheathing and details in these drawings and assume responsibility for the same.

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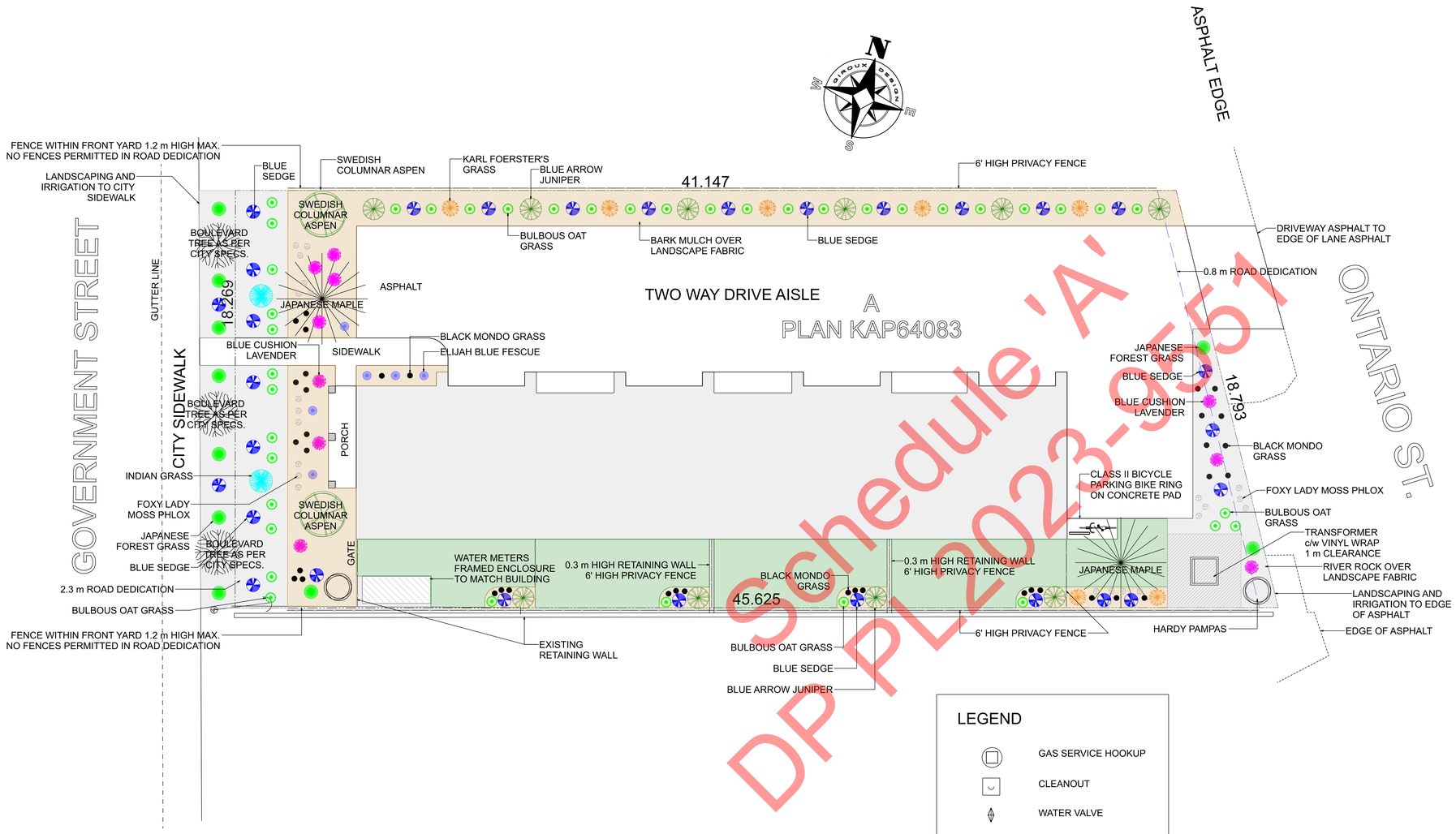
Site Plan & Zoning Compliance Table



Schedule 'A'
DP PL2023-9551

LANDSCAPE SCHEDULE

PLANTINGS:
Black Mondo Grass (Ophiopogon planiscapus 'Nigrescens') 34 qty.
Blue Cushion Lavender (Lavandula angustifolia 'Blue Cushion') 6 qty.
Blue Sedge (Carex flacca) 29 qty.
Bulbous Oat Grass (Arrhenatherum bulbosum 'Variegatum'") 40 qty.
Elijah Blue Fescue (Festuca glauca 'Elijah Blue') 5 qty.
Foxy Lady Moss Phlox (Phlox 'Foxy Lady') 22 qty.
Hardy Pampas (Erianthus ravennae) 2 qty.
Indian Grass (Sorgastrum nutans 'Indian Steel) 2 qty.
Japanese Forest Grass (Hakonechloa macra 'Fubuki') 10 qty.
Karl Foerster's Grass (Calamagrostis x acutiflora Karl Foerster) 7 qty.

TREES:
Bloodgood Japanese Maple (Acer palmatum var. atropurpureum 'Bloodgood') 2 qty.
Blue Arrow Juniper (Juniperus scopulorum 'Blue Arrow') 10 qty.
Swedish Columnar Aspen (Populus tremula 'Erecta') 2 qty.
Boulevard Trees (As per City Specs) 3 qty.

GARBAGE DISPOSAL:
Garbage Container Garbage Conatiner 4 qty.
Recycling Container Recycling Container 4 qty.
Yard Waste Bin 1 qty.

GROUND COVER/HARD SURFACES:
Property Area (8,528 sq.ft.)
Asphalt (2,931 sq.ft.)
Grass (980 sq.ft.)
Planting Beds-Bark Mulch (1,245 sq.ft.)
River Rock-2" Rainbow (1048 sq.ft.)
Landscape Fabric (2,409 sq.ft.)
Sidewalks/Patios (201 sq.ft.)

FENCING:
4' High Wood Fence (20 lin.ft.)
6' High 'Good Neighbour' Privacy Fence (292 lin.ft.)

LANDSCAPE NOTES:

SHRUBS SHALL BE A MIN OF No.2 POT SHRUBS

ALL TREES ARE TO BE A MINIMUM CALIPER OF 60mm WITH A CLEAR STEM HEIGHT OF 1.5 m

NO TREES, FENCES OR STRUCTURES WITHIN ROAD DEDICATION

NO RETAINING WALLS OVER 1.2 m IN HEIGHT ARE PERMITTED WITHIN ANY SETBACK AREA

LANDSCAPED AREAS TO BE EQUIPPED WITH UNDERGROUND IRRIGATION SYSTEM COMPLETE WITH MOISTURE SENSORS & TIMERS.

LANDSCAPING AND IRRIGATION TO EXTEND TO EDGE OF CITY SIDEWALKS, CURBS, ASPHALT. (INCLUSIVE OF LANDSCAPING ON CITY BOULEVARD)

DRIVEWAY ASPHALT TO EXTEND TO STREET AND LANE ASPHALT.

LEGEND

- GAS SERVICE HOOKUP
- CLEANOUT
- WATER VALVE
- POWER POLE
- + 375.66 SPOT ELEVATION
- OVERHEAD WIRES
- POWER POLE ANCHOR

LANDSCAPE PLAN

SCALE: 1:100
CIVIC ADDRESS: 720 GOVERNMENT STREET, PENTICTON, BC
LEGAL DESCRIPTION: LOT A, DL 249, SDYD, PLAN KAP64083
PID: 024-465-771

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Landscape Plan

GURJANT GILL
720 GOVERNMENT STREET
PENTICTON, BC

DESIGN BY: AJG	DATE: 2023-06-07
DRAWN BY: AJG	REVISED:

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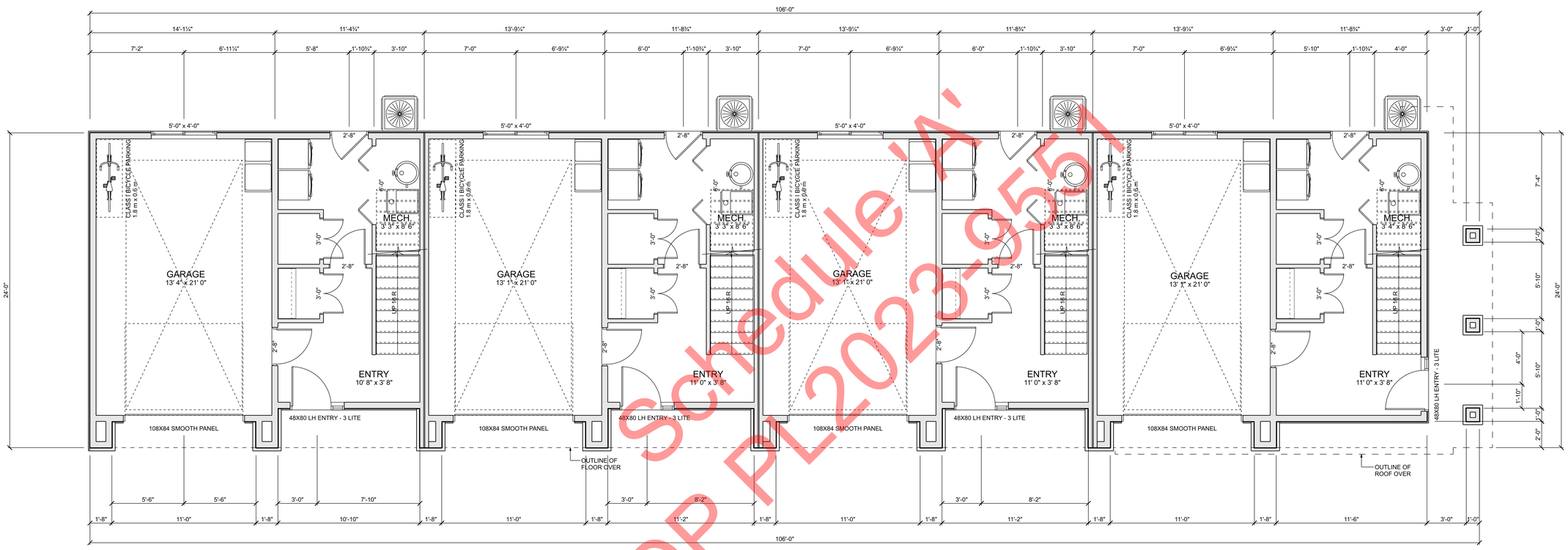

LOWER FLOOR PLAN

SCALE: 1/4" = 1'-0"
LOWER FLOOR LIVING AREA: 808 sq ft.
GARAGE AREA: 1239 sq ft.

Schedule 'A'
DP PL2023-9551

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Lower Floor Plan

GURJANT GILL
720 GOVERNMENT STREET
PENTICTON, BC

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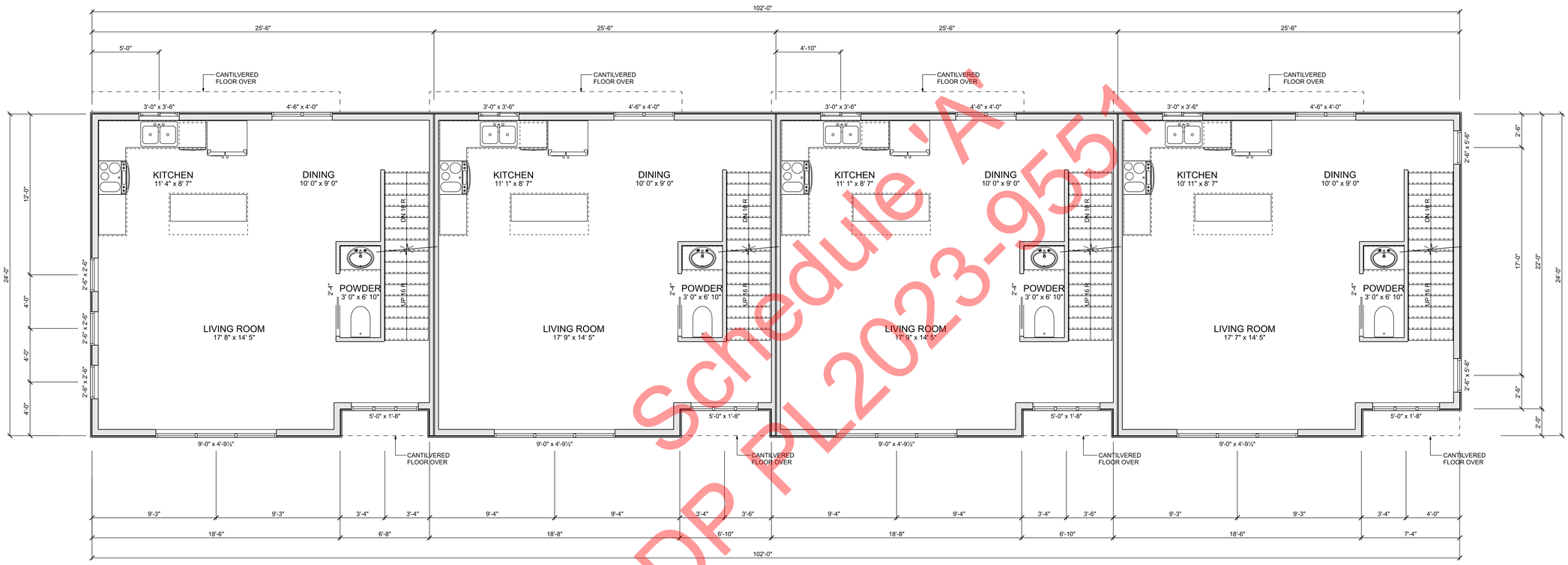

MAIN FLOOR PLAN

SCALE: 1/4" = 1'-0"

MAIN FLOOR LIVING AREA: 2231 sq ft.

Schedule 'A'
DP PL2023-9551

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Main Floor Plan

GURJANT GILL
720 GOVERNMENT STREET
PENTICTON, BC

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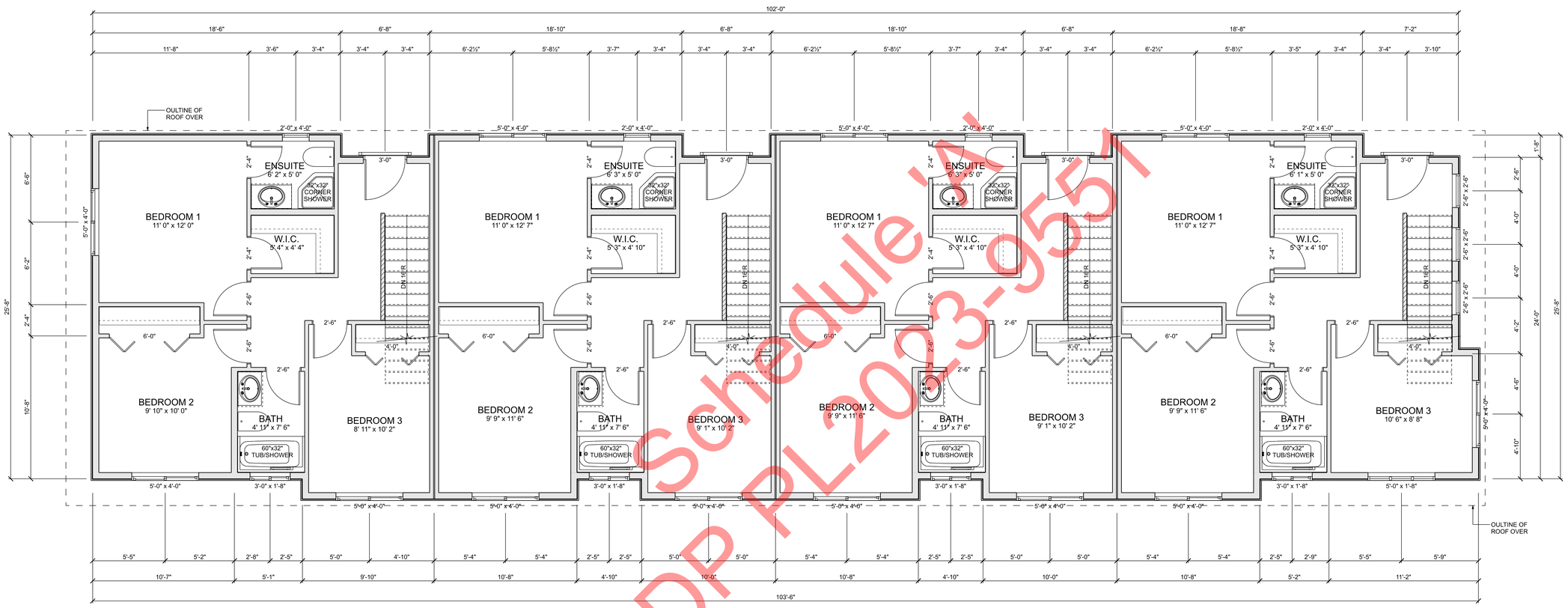

Schedule 'A'
DP PL2023-9551

UPPER FLOOR PLAN

SCALE: 1/4" = 1'-0"
UPPER FLOOR LIVING AREA: 2575 sq ft.

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Upper Floor Plan

GURJANT GILL
720 GOVERNMENT STREET
PENTICTON, BC

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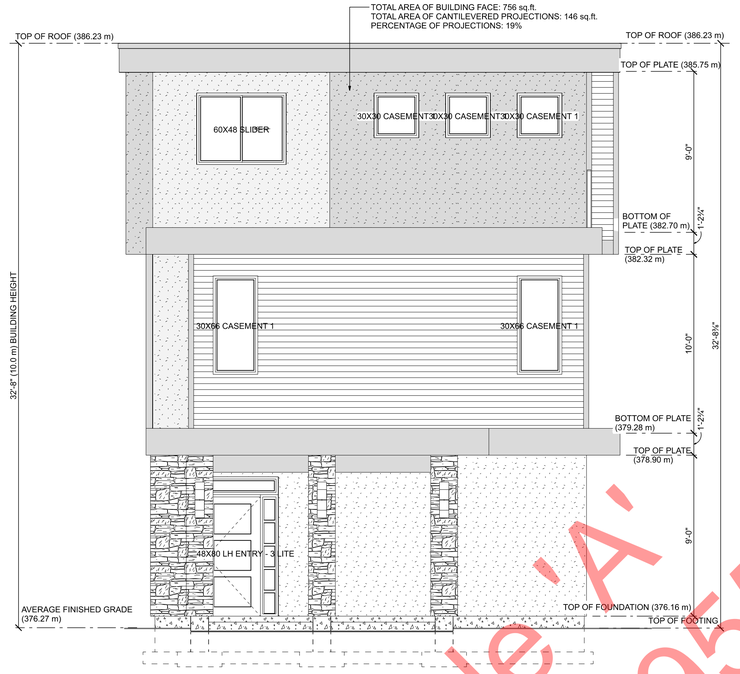

WEST ELEVATION (FACING GOVERNMENT ST.)
SCALE: 1/4" = 1'-0"

NORTH ELEVATION (FACING DRIVE AISLE)
SCALE: 1/4" = 1'-0"

Schedule 'A'
DP PL2023-9551

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Exterior Elevations (West & North)

GURJANT GILL
720 GOVERNMENT STREET
PENTICTON, BC

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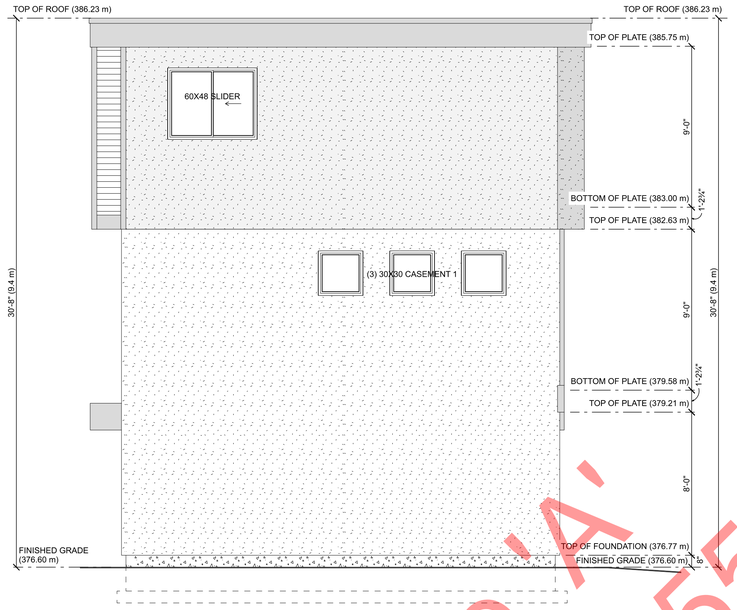

EAST ELEVATION (FACING LANE)
SCALE: 1/4" = 1'-0"

SOUTH ELEVATION
SCALE: 1/4" = 1'-0"

Schedule 'A'
DP PL2023-9551

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Exterior Elevations (East & South)

GURJANT GILL
720 GOVERNMENT STREET
PENTICTON, BC

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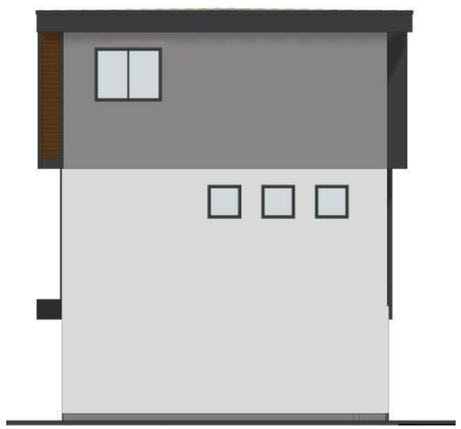
SOUTH ELEVATION
SCALE: 3/16" = 1'-0"



WEST ELEVATION
SCALE: 3/16" = 1'-0"

WEST ELEVATION (FACING GOVERNMENT STREET)
SCALE: 3/16" = 1'-0"

NORTH ELEVATION
SCALE: 3/16" = 1'-0"

Schedule 'A'
DP PL2023-9551

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Colour Elevations

GURJANT GILL
720 GOVERNMENT STREET
PENTICTON, BC

DESIGN BY: AJG
DRAWN BY: AJG
DATE: 2023-06-07
REVISED:

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The Corporation of the City of Penticton

Bylaw No. 2023-21

A Bylaw to Amend Zoning Bylaw 2023-08

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

AND WHEREAS the Council of the City of Penticton wishes to amend Zoning Bylaw No. 2023-08;

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

1. **Title:**

This bylaw may be cited for all purposes as "Zoning Amendment Bylaw No. 2023-21".

2. **Amendment:**

2.1 Zoning Bylaw No. 2023-08 is hereby amended as follows:

Rezone Lot A District Lot 249 Similkameen Division Yale District Plan KAP64083, located at 720 Government Street, from R2 (Small Lot Residential) to RM2 (Low Density Multiple Housing) as shown on Schedule 'A'.

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

READ A FIRST time this	day of	, 2023
A PUBLIC HEARING was held this	day of	, 2023
READ A SECOND time this	day of	, 2023
READ A THIRD time this	day of	, 2023
ADOPTED this	day of	, 2023

Notice of intention to proceed with this bylaw was published on the __ day of ____, 2023 and the __ day of ____, 2023 in an online news source and the newspaper, pursuant to Section 94.2 of the *Community Charter*.

Julius Bloomfield, Mayor

Angie Collison, Corporate Officer

Schedule A: Zoning Amendment Bylaw 2023-21

Date: Corporate Officer:

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N

1:720

June 12, 2023 11:36:53 AM

Meters

0 25 50

Coordinate System: NAD 1983 CSRS UTM Zone 11N

The Corporation of the City of Penticton

Bylaw No. 2023-18

A Bylaw to Amend Zoning Bylaw 2023-08

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

AND WHEREAS the Council of the City of Penticton wishes to amend Zoning Bylaw No. 2023-08;

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

1. **Title:**

This bylaw may be cited for all purposes as "Zoning Amendment Bylaw No. 2023-18".

2. **Amendment:**

2.1 Zoning Bylaw No. 2023-08 is hereby amended as follows:

Rezone Lot 8 District Lot 115 Similkameen Division Yale District Plan 9176, located at 60 Roy Avenue, from R1 (Large Lot Residential) to RM2 (Low Density Multiple Housing) as shown on Schedule 'A'.

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

READ A FIRST time this	6	day of	June, 2023
A PUBLIC HEARING was held this	20	day of	June, 2023
READ A SECOND time this		day of	, 2023
READ A THIRD time this		day of	, 2023
ADOPTED this		day of	, 2023

Notice of intention to proceed with this bylaw was published on the 9th day of June, 2023 and the 14th day of June, 2023 in an online news source and the newspaper, pursuant to Section 94.2 of the *Community Charter*.

Julius Bloomfield, Mayor

Angie Collison, Corporate Officer

Schedule A: Zoning Amendment Bylaw 2023-18

Date: Corporate Officer:

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

N

1:960

May 29, 2023 8:48:23 AM

Meters

0 30 60

Coordinate System: NAD 1983 CSRS UTM Zone 11N

The Corporation of the City of Penticton

Bylaw No. 2023-19

A Bylaw to Amend Zoning Bylaw 2023-08

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

AND WHEREAS the Council of the City of Penticton wishes to amend Zoning Bylaw No. 2023-08;

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

1. **Title:**

This bylaw may be cited for all purposes as "Zoning Amendment Bylaw No. 2023-19".

2. **Amendment:**

Zoning Bylaw No. 2023-08 is hereby amended as follows:

2.1 Rezone 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 from R2 (Small Lot Residential) to RM3 (Medium Density Multiple Housing) as shown on Schedule 'A'.

2.2 Add section 10.10.5.4: "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."

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

READ A FIRST time this	6	day of	June, 2023
A PUBLIC HEARING was held this	20	day of	June, 2023
READ A SECOND time this		day of	, 2023
READ A THIRD time this		day of	, 2023
RECEIVED the approval of the Ministry of Transportation on the		day of	, 2023
ADOPTED this		day of	, 2023

Notice of intention to proceed with this bylaw was published on the 9th day of June, 2023 and the 14th day of June, 2023 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 _____ day of _____, 2023

_____
for Minister of Transportation & Infrastructure

_____
Julius Bloomfield, Mayor

_____
Angie Collison, Corporate Officer

Schedule A: Zoning Amendment Bylaw 2023-19

Date: Corporate Officer:

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

N

1:528

May 29, 2023 2:49:00 PM

Meters

0 15 30

Coordinate System: NAD 1983 CSRS UTM Zone 11N

Council Report

penticton.ca

Date: June 20, 2023 File No: RMS/ Address
To: Donny van Dyk, Chief Administrative Officer
From: Audrey Tanguay, Planning and Licencing Manager
Address: 1220 Davenport Avenue

Subject: **Change of Hours – Occupant Load Increase for Abandoned Rail Brewing Company**

Staff Recommendation

THAT Council after hearing from the applicant choose one of the following alternatives:

1) Recommend to the Liquor and Cannabis Regulation Branch (LCRB) to support the change of hours for Abandoned Rail Brewing Company located at 1220 Davenport Avenue with restrictions of exterior patio service hours from 11:00am to 9:00pm Monday – Sunday and to increase the occupancy of their picnic area to 60.
2) Recommend to the Liquor and Cannabis Regulation Branch (LCRB) to support the change of hours for Abandoned Rail Brewing Company located at 1220 Davenport Avenue with restrictions of exterior patio service hours from 11:00am to 8:00pm Monday – Sunday and to increase the occupancy of their picnic area to 60.
3) Recommend to the Liquor and Cannabis Regulation Branch (LCRB) to not support the change of hours for Abandoned Rail Brewing Company located at 1220 Davenport Avenue but support the increase of their occupancy of their picnic area to 60.

Strategic Priority Objective Livable and Accessible: Proactively plan for deliberate growth; focused on an inclusive, healthy, safe and desirable place to live.

Proposal

Abandoned Rail Brewing Company has submitted an application to the Liquor Cannabis Regulation Branch to increase their hours of service and to increase the occupancy of their picnic area as follows:

- Current Hours of Service: 11am-7pm (7 days/ week)
- Proposed Hours: 11am-9pm (7days/week)
- Proposed Occupant Loads: Picnic Area (60 Persons)

The intention is to:

- Change existing closing hours of service from 7:00pm to 9:00pm Monday to Sunday.
- Increase their Picnic Area Occupant Load from 30 to 60

Background

The property (Figure 1) is zoned A – Agriculture as per Zoning Bylaw 2023-08 and the use as a craft brewery is in accordance with the zoning regulations. The property is also located in the ALR. The current uses near the property include agriculture and residential.

Figure 1 - Property Location Map

Liquor & Cannabis Regulation Branch (LCRB) Legislation, Policy and Bylaw Review

The Liquor and Cannabis Regulation Branch (LCRB) has the overall responsibility for licensing liquor establishments in British Columbia. This responsibility includes establishments for on premise consumption as well as retail liquor sales, including breweries and wineries. The Liquor and Cannabis Regulation Branch requests that local governments review applications and provide a resolution related to the following criteria:

- The location of the establishment, person capacity and hours of liquor service of the establishment;
- The impact of noise on nearby residents;
- The impact on the community if the application is approved (example - public nuisance (RCMP), traffic issues, etc.); and
- Public input from the community in the immediate vicinity of the proposed service area(s) and how the input was gathered.

City of Penticton Liquor Licensing Policy

The City has a Liquor Licensing Policy that establishes a framework and process for responding to LCRB requests for local government input regarding the sale, service and consumption of liquor in the City. The Policy sets out the procedure that will be followed by the City in the processing of the various types of liquor licensing applications, whether it is a new license or a proposed change to an existing licensed establishment-such is the case here with an application for extended hours and an increase in occupancy.

The LCRB requires significant applications such as applications for a new liquor license or a change to an existing liquor license to go through public consultation. The City's Policy outlines how that consultation is to occur and includes signage on the property, newspaper ads and notification to owners and occupants within a prescribed distance of the subject property (i.e. 150m for rural properties). The results of the public consultation process typically is included in the staff report to Council for their consideration. According to the policy, most types of applications are processed at the staff level. Applications with greater public interest, as is the case with the subject application, are referred to Council for their consideration.

When reviewing liquor applications, the Policy requires a resolution to be sent to the LCRB on the following principles:

- Impact of potential noise in the community from the proposed establishment
- Impact on traffic and parking
- Other community and residential impacts

Financial implication

Mandatory public consultation notification costs are offset through the City's Liquor Application review fees.

Analysis

In the spring of 2023, the City received an application from Abandoned Rail Brewing Company to increase their hours of operation and occupancy in their picnic area. The public notifications on the application resulted in a significant amount of public feedback. As part of the LCRB requirements and the City's Liquor Licensing Policy, the City has conducted an assessment of the technical criteria as well as a review of the public response. The application was also reviewed by the internal Liquor Review Panel, a group of City staff from various departments that are involved in the review of liquor applications and/ or are impacted by the sale and consumption of liquor in the community.

The following is an analysis of the areas the City is required to provide comment on:

Location of establishment, person capacity and hours of service:

The location of the brewery is mainly surrounded by agricultural properties including wineries and residential homes. Although permitted under the agriculture use within the (A) Agriculture zone, breweries are different from wineries with a different customer base and traffic – whereas winery patrons generally attend to taste wine, with an intent to purchase bottles, brewery patrons generally tend to go to consume the beer on premise, staying longer. The brewery use has more in common with a food and beverage use than a winery tasting room. This has impacts on parking, the length that patrons stay at the establishment and the number of people at the establishment at any given time.

With regard to parking, there are 13 onsite parking spaces on the property and additional on-street parking along Davenport Avenue. There is bike parking provided for cyclists coming from the KVR.

The proposed increase in hours may, in Staff's opinion, increase the issues regarding parking and noise. The City's Bylaw Department has received some complaints regarding parking and noise from the brewery and of patrons staying well past the required 7 PM end of service time. An extension to the hours could exacerbate these already occurring issues.

Most wineries in the area operate from 11:00 AM to 6:00-7:00 PM. The proposed increase in hours and occupant load is deemed to create a negative impact on the larger neighbouring area based on the location.

Alternatively, many people that responded to the notification cited their support for the business and its unique location. While the most immediate neighbours generally did not support the extension of the hours or increase in patron load, there were many Naramata Bench residents that did support the extended hours.

The impact of noise on nearby residents:

Given the feedback from the immediate neighbours and through the review of previous Bylaw Department complaints on the business, staff do foresee additional noise and nuisance impacting the residential properties located nearby with the increase in hours seven days of week. Any potential impact to the surrounding neighborhood will be governed by the City's existing regulations including the Good Neighbour Bylaw. An extension of the hours may potentially increase the number of calls to the City's Bylaw Department.

Impact on Traffic and Parking

The Zoning Bylaw has a limited amount of parking requirements in the Agriculture area. Currently during peak times, customers are using the on-street parking on Davenport Avenue. More traffic is expected with the increase in hours and increase in occupant load.

Overall impact on the community if the application is approved:

Given the above noted concerns and information shared through the public notification responses, staff and the Liquor Review Panel (LRP) do foresee an impact to the surrounding residential community.

Public Consultation

As this application is for a change of hours and an increase to the occupant load in the picnic area, public notification was undertaken. Input from local residents and business owners allow staff to engage with the applicant to address any concerns and provide mitigation measures prior to final recommendation to Council for endorsement of support or not to support.

A notice of the application and request for comment was mailed to owners and residents within 150m of the subject property (Attachment "C"). Two public notice signs were placed - one along the KVR and one on Davenport Avenue. A public notice was also published in the local newspaper. Residents were provided the opportunity to comment on the application and many letters were received.

In summary, the main concerns are:

- Noise
- Live Music/Amplified music
- Negative impacts on the residents (Disruptive)
- Occupancy too high
- Proposed hours too long
- Lack of parking
- Increase traffic

Many letters of support were also received from individuals who live on the Naramata Bench and from the wider community.

Liquor Review Panel (LRP) Recommendation:

The LRP's review process took into consideration the concerns and comments from staff and the public. Staff and the LRP do foresee impacts on the surrounding residential and agricultural community, if an extension of the closing hours were supported and the size of the picnic area occupancy was supported. The following options have been prepared for Council to consider in making their recommendation:

Alternative 1

1) Recommend to the Liquor and Cannabis Regulation Branch (LCRB) to support the change of hours for Abandoned Rail Brewing Company located at 1220 Davenport Avenue with restrictions of exterior patio service hours from 11:00am to 9:00pm Monday – Sunday and to increase the occupancy of their picnic area to 60.

This alternative will allow the business to operate from 11:00am to 9:00pm Monday -Sunday. Responsible consumption in designated public places allow the public to drink responsibly from 12:00pm to 9:00pm in designated public parks in Penticton. Although this is private property, the 9pm closure is in line with this

approach. The increase in hours will support the brewery operation and add to the vitality of the Naramata Bench area.

Alternative 2

2) Recommend to the Liquor and Cannabis Regulation Branch (LCRB) to support the change of hours for Abandoned Rail Brewing Company located at 1220 Davenport Avenue with restrictions of exterior patio service hours from 11:00am to 8:00pm and to increase the occupancy of their picnic area to 60.

This option was previously supported by staff in 2021 (Attachment G). Council's final decision was to allow the operation until 7pm only. This option would allow an increase of hours without a significant change. By allowing the additional hour, the potential negative impacts on the community and surrounding neighbors may be reduced.

Alternative 3

3) Recommend to the Liquor and Cannabis Regulation Branch (LCRB) to not support the change of hours for Abandoned Rail Brewing Company located at 1220 Davenport Avenue but support the increase of their occupancy of their picnic area to 60.

Many letters have been received from the direct residents not in support of the change of hours. The main concerns are noise, lack of parking on the site and the potential traffic increase. In the last year, a number of wineries have applied to the LCRB to increase their hours of operation to 9:00pm to allow the business to have the ability to host special events without requiring additional license(s). The LRP's recommendation has been to allow the increase of hours on Saturdays only, with the expectation that Saturday evenings were the evenings that special events were most likely to occur and that if neighbouring residents knew that Saturday evenings were the only night that later events were occurring they can plan accordingly, with the expectation that every other night during the week closures would be earlier.

Attachments

Attachment A – Zoning Map
Attachment B – ALR Map
Attachment C – Photos
Attachment D – Letter of Intent
Attachment E – Letters received
Attachment F – Liquor Licensing Policy CP#2021-03
Attachment G – Council Report dated May 18, 2021

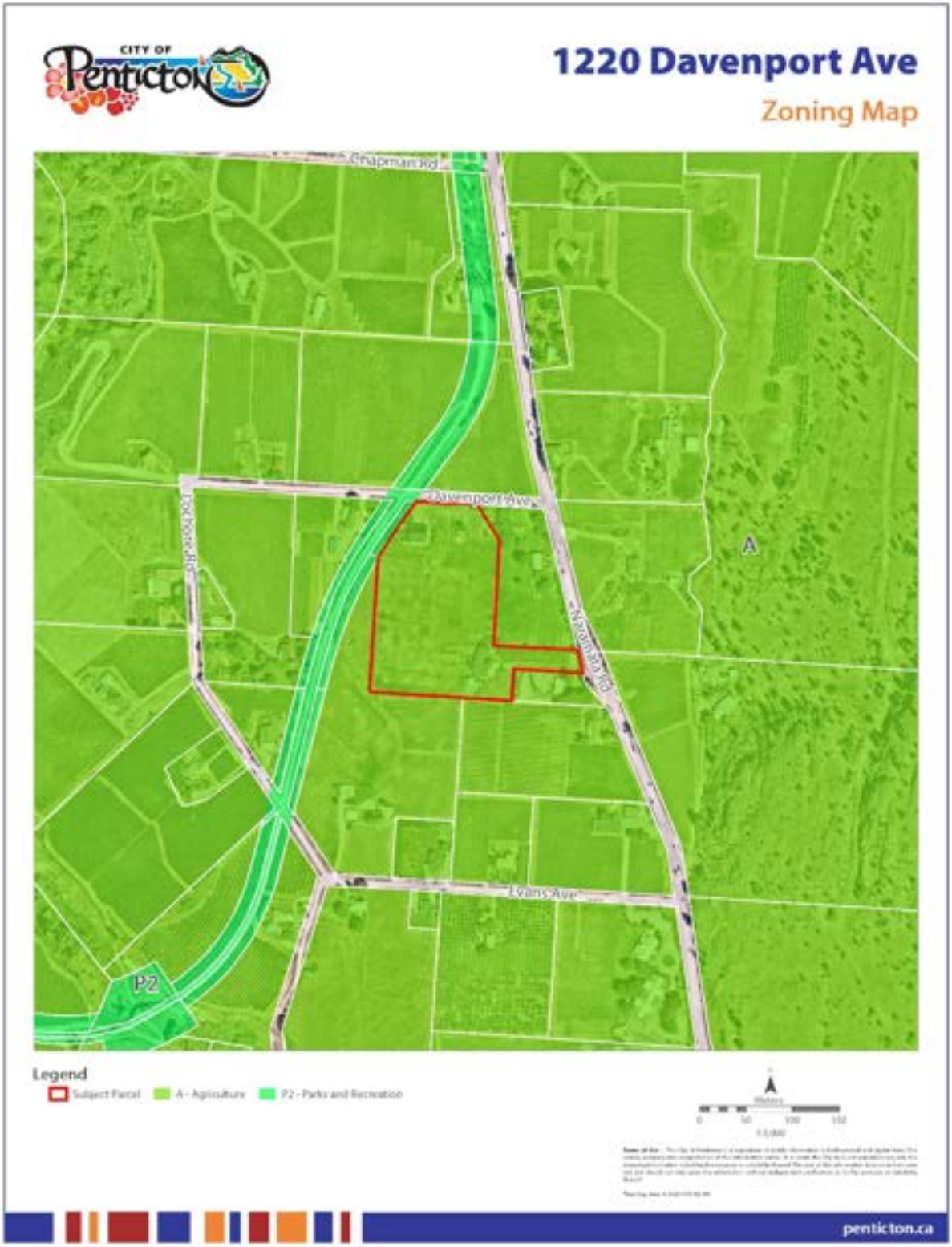
Respectfully submitted,

Audrey Tanguay
Planning and Licensing Manager

Concurrence

Director of Development Services	Chief Administrative Officer
BL	DvD

Attachment A – Zoning Map



Attachment B – ALR Map

Attachment C – Photos

Looking towards KVR on Davenport Avenue

View from KVR

Scott Breier
Facility Address:
1220 Davenport Ave.
Penticton, BC
V2A 8V1

Change to Hours of Liquor Service – Letter of Intent

We are applying to extend our hours of liquor service in our lounge areas from 7pm to 9pm, Monday through Sunday.

On March 26th, 2023 the brewery tasting room and patio will have been open for a full year. After chatting with many of our customers and neighbours, one of the most common comments we receive is that we're not open late enough. Many of our neighbours work in the wine industry, and after long days in the vineyard want to enjoy a beverage at our brewery, but are let down to find that we are closed by the time they're finished work.

There are several local mountain biking clubs that regularly use the 3 blind mice trails, not far from us. We've been told by their members that after coming down the trails, our location is perfect for continuing down the KVR trail for a post-ride drink. They start their ride after a typical day's work (5pm), and by the time they're finished, we are again, closed. The same is true for the local disc golf league that plays at 3 Blind Mice.

We are also in the midst of also expanding our food offering to cater more to our patron's needs. This would go hand in hand with the hours extension and having the ability to have a comfortable, not rushed, dinner at the brewery. Furthermore, being the only family orientated space on the KVR, we're providing a community service outside of just an alcoholic beverage. These hours would provide further hydration and nourishment to cyclists, runners, dog walkers and families walking the trail after working hours.

This minor increase in hours will have a large impact on what were able to offer and who we are able to offer it to. Being a small family-run business, this is not something we take lightly, as this change could make the difference in our success. We have found that many people would rather not come to us knowing that with our limited hours, they will have to go elsewhere afterwards. Instead, they end up just going to that other establishment altogether. We have attached nearly 300 signatures, including those of neighbors, who are in support of this change.

ABANDONED RAIL BREWING CO

Scott Breier
Facility Address:
1220 Davenport Ave.
Penticton, BC
V2A 8V1

Amendment to Picnic Area Occupancy – Letter of Intent

We are applying to increase our Picnic Area Occupancy from 30 people to 60 people.

Prior to the opening of the brewery, we were approved by the city to have an occupancy of 60 people in the picnic area, at which time was solely on the northside (Picnic Area Site Plan – Picnic Area 1), under the cherry trees. When the final inspection was conducted, the policy had changed within the city, that required an additional application and public consultation for anything over 30 people. At the time, we were approaching peak season and couldn't afford the time required to keep the occupancy at 60. Since then, we have been approved for the additional picnic area on the southside (Picnic Area Site Plan – Picnic Area 2) of the tasting room, where our customers sat last summer. This 30 person occupancy is currently divided between the two areas.

The additional 30 people would allow some flexibility and space in seating between the two picnic areas, as well allow for more family enjoyment for kids to play and additional lawn games. We have, in the past, turned away families due to occupancy limits in the picnic area. Any additional seating added would be on the northside, under the cherry trees.

Attachment E –Letters received

Audrey Tanguay

From: John Bilodeau
Sent: Friday, March 17, 2023 1:24 PM
To: Business Licences
Subject: Abandoned Rail Brewing Company Application

Caution! This message was sent from outside your organization.

Hi Audrey,

My home is a short walk away from Abandoned Rail Brew Pub.
I understand there have been a handful of outspoken neighbours complaining about the noise and the drunks. In the 20 or so times I visited the pub and the 100 or so times I have walked by the pub on the KVR I have never heard excess noise or encountered one drunk or obnoxious customer. Not once.

Having said that I do not agree with 2023-PL009523 Abandoned Rail extending their patio or 2023-PL009531 increasing their occupancy. Also, I do not agree with 2023-PL009524 Abandoned Rail increasing their hours of operation.

I believe Scott & Nicole Caleb run a very good, clean respectful business and have done a great job adding diversity to the Naramata Bench. But in my conversations with Scott before their initial application was approved I questioned their intent. I specifically asked them if they could seriously have a financially feasible business plan based on the numbers they were presenting to council for approval. As a neighbour I questioned the viability of the business, the aesthetics of the building and the potential noise and disruption that often comes with a neighbourhood pub. I supported their application based on those business hours and capacity. I would not have supported the application based on the increased hours or increased capacity.

Too many times good intentioned neighbours are rewarded with a "now that we've got our foot in the door .." attitude. I believe that Scott & Nicole have good intentions but a promise is a promise and the city based its approval on that promise. The city has kept their promise, the neighbours (for the most part) have supported them so please vote no to them changing the rules we all agreed to.

John Bilodeau
1215 Poplar Grove Road

1

Audrey Tanguay

From: Lisa Spalleck
Sent: Friday, March 17, 2023 2:14 PM
To: Business Licences
Subject: Public Notice - Abandoned Rail Brewing Company

Caution! This message was sent from outside your organization.

I would like to voice our support for Abandoned Rail Brewing Company's application to increase their hours of service and occupancy.

Abandoned Rail is an amazing addition to our area for both residents and visitors. As residents, we would like to see them have every opportunity for success!

Thank you.
Steve & Lisa Spalleck
2393 Wiltse Drive
Penticton

Audrey Tanguay

From: Bill Laven
Sent: Sunday, March 19, 2023 10:14 AM
To: Business Licences
Subject: Abandoned Rail extended hours

Warning! This message was sent from outside your organization and we are unable to verify the sender.

Re: Abandoned Rail Brewery request to expand hours of operation and numbers of patrons. I would suggest a compromise time of 8:00 pm given the nature of the brew-pub and the rural nature of the neighbourhood.

With regard to the numbers of patrons, I am sure those numbers are already being approached and there seems to be no problem so far…

Bill Laven

1

Audrey Tanguay

From: Rita Laven
Sent: Monday, March 20, 2023 9:36 AM
To: Business Licences
Subject: Abandon Rail Brewery permit application

Caution! This message was sent from outside your organization.

Dear Reader,
I want to voice my opposition to the application put forward by "Abandon Rail" to extend their capacity and hours of operation. I live above the said establishment on Naramata road and have to date been ok with the current operations. I am however very concerned about the increase in noise , traffic and congestion this new application will inevitabley cause. Also there is a home directly across this establishment to which the owner, who already feels overwhelmed with the current operations, will become even more negatively impacted by this change. One doesn't move to a country location to be bombarded by a loud drinking establishment within their front yard. This is an agriculture area of the city and as such should be treated that way. For this reason I am not supportive of this new application.
Sincerely, Rita Laven

1

Audrey Tanguay

From: Ashley DeFrancesco
Sent: Monday, March 20, 2023 10:22 AM
To: Business Licences
Subject: Abandoned Rail Brewery Hours

Caution! This message was sent from outside your organization.

Hello,
Please consider and approve the ARB hours extension.
We love going to the brewery but would highly appreciate them staying open until 9PM.

Thank you for your consideration,
Ashley

1

Audrey Tanguay

From: Kelly Douglas
Sent: Monday, March 20, 2023 5:46 PM
To: Business Licences
Subject: Abandoned Rail hours extension until 9pm

Caution! This message was sent from outside your organization.

My friends, family and I enjoy this establishment. It's human and K9 friendly, cozy, clean and most of all it serves great beer. It isn't always possible to make it there due to the earlier closing time. I think that a 9pm closing time would help the brewery to better serve their clients

Regards,

Kelly Douglas

1

Audrey Tanguay

From: Shannyn Sobolewski
Sent: Monday, March 20, 2023 11:17 AM
To: Business Licences
Subject: Extended Hours

Hi there!!

I just wanted to email in support of Abandoned Rail Brewing expanding their hours. Its a great spot for the community and for incoming visitors!!

Thank you,
Shannyn sobolewski

1

Audrey Tanguay

From: jutta wiseman
Sent: Monday, March 20, 2023 11:04 AM
To: Business Licences
Subject: Abandoned Rail

To whom it may concern,

One of the new brewery additions to Penticton has been awesome, abandoned rail. The only disadvantage is limited hours to enjoy after work. Especially with the upcoming summer and later sunsets. It's an amazing place to stop after a bike ride or walk as well. In my humble opinion, I believe they deserve the same luxuries & courtesy of being open till 9pm .

Thank you for your consideration, jutta wiseman

Sent from my iPhone

1

Audrey Tanguay

From: Kara Pritchard
Sent: Monday, March 20, 2023 10:00 PM
To: Business Licences
Subject: Abandon Rail hours

Hello all ☺

Just sending a friendly message here to bring awareness to the application for extension of hours at abandon rail brewery that is being discussed at the moment. Im wanting to share our positive vote in favour and support in allowing the extended hours.

Kind Regards and hoping for the best outcome for a wonderful establishment!

Sent from my iPhone

1

Audrey Tanguay

From: Lindsey Richardson
Sent: Monday, March 20, 2023 2:48 PM
To: Business Licences
Subject: Abandoned Rail Hour Extension - In Favour

Caution! This message was sent from outside your organization.

I'm writing to express my support for Abandoned Rail's application to extend their hours until 9 p.m.

Their current hours do not allow sufficient time for my patronage. They are a business that promotes community and are a valued hub for both Penticton as well as along the Naramata Bench.

--
Lindsey Richardson

1

Audrey Tanguay

From: Megan McComb
Sent: Monday, March 20, 2023 2:21 PM
To: Business Licences
Subject: Abandoned Rail Brewco - Extend Hours

Caution! This message was sent from outside your organization.

Hello,

Id like to send a message in support of the extension of business hours and seating area for Abandoned Rail Brewco. They are such a lovely family run brewery and everyone should have the opportunity to enjoy their brewery through the week/weekend (even the after work crowd who may work 9 to 5 or 10 to 6 or 11 to 7).

They are a staple in the Naramata bench!

It's also the perfect timing for the extension going into the summer season.

Cheers,

Megan (a loyal Abandoned Rail Brewco customer).

1

Audrey Tanguay

From: Patrick Quigley
Sent: Monday, March 20, 2023 12:04 PM
To: Business Licences
Subject: Abandoned Rail Brewery

Caution! This message was sent from outside your organization.

To whom it may concern.

I would like to take this opportunity to request your approval to extend the business hours of Abandoned Rail Brewery.

I believe that this would be in the best interest of your community and tourism.

Thank you for your time

Patrick Quigley

1

Audrey Tanguay

From:
Sent: Monday, March 20, 2023 6:50 PM
To: Business Licences
Subject: Support for Abandoned rail extended hours

Caution! This message was sent from outside your organization.

Hello!

I am just writing to voice my support for the application that Abandoned Rail brewing has put in for extended evening hours.

We live very close by and have never had an issue with noise from customers at the brewery. The owners and staff seem very professional and responsible.

They are a great asset to our community and we value having such a quality place to go nearby.

The proposed extended hours would be so great for the working crowd!

Thank you for your time

Rebekah
--
Sent from Outlook Email App for Android

1

Audrey Tanguay

From: Ron Humeny
Sent: Monday, March 20, 2023 6:32 PM
To: Business Licences
Cc:
Subject: Abandoned Rail Brewing Company

Caution! This message was sent from outside your organization.

Hello

We live adjacent to the Abandoned Rail Brewery, at 961 Naramata Road. The Brewery and Tasting Room have been fantastic neighbours, we have never experienced any problems with their regular business days nor with any of the special events that occurred during the past year. This family friendly Brewery is a fantastic addition to Penticton's tourism industry.

We have also enjoyed the opportunity of using the food trucks when they were available for the occasional dinner.

The Tasting Room servers and the service they provide have been exceptional and without a doubt, responsible.

Extending the hours of service and additional seating amongst the trees is a great idea. The setting is below the KVR Trail and is very pleasant and disturbance free. Abandoned Rail has provided outdoor games and activities that families enjoy, it is wonderful place for both locals and tourists to come together and socialize.

Thank you,

Ron Humeny and Daisy Kapusta
961 Naramata Road
Penticton BC, V2A 8V1

1

Audrey Tanguay

From: Sierra Bharmal
Sent: Monday, March 20, 2023 4:22 PM
To: Business Licences
Subject: Abandoned Rail Brewery

Caution! This message was sent from outside your organization.

Hello!
I am writing to support the application for extended hours of Abandoned Rail Brewery.
It is a wonderful spot that 1. Encourages people to use the rail trail and 2. Has many great events for families and dogs!

Being open until 9 would allow myself and many others to finish our day there.
Additionally, tourists would be able to make a whole day of Naramata by finishing at the brewery.

The people who work there are wonderful, they support other local businesses and have become an integral part of the Naramata and Penticton community.

Thanks!

Sierra

1

Audrey Tanguay

From: Shane Houlihan
Sent: Monday, March 20, 2023 10:54 PM
To: Business Licences

Caution! This message was sent from outside your organization.

Hi,

I'd like to lend my voice in support of the extension of hours of operation of Abandoned Rail Brewing.

This community focused business offers a unique dining experience to locals, and will be a draw to tourists especially given its location on the KVR trail.

Cheers,
Shane

1

Audrey Tanguay

From: Samantha woodward
Sent: Monday, March 20, 2023 12:41 PM
To: Business Licences
Subject: Abandoned Rail Brewery extending hours

Hello City if Penticton

Just trying to enjoy a beverage after work at my newest favourite brewery and I can't due to their limited operating hours. PLEASE allow an extension of business hours. My coworkers/friends & I would all be forever grateful!

Greatly appreciate your consideration,
S.Woodward

1

Audrey Tanguay

From: Nathalie Heath
Sent: Tuesday, March 21, 2023 5:13 PM
To: Business Licences
Subject: Abandoned Rail Brewery

Hi There,

I am writing as a customer of Abandoned Rail Brewing Company. We frequent the establishment and we LOVE the relaxed atmosphere.

As a visitor the longer hours they are working towards would allow us to enjoy other spots on the bench and still be able to check out the brewery.

We know the staff and never experience a loud or obnoxious clientele; the folks joining us are usually there for a pint or a flight and then home nothing crazy!

Please consider this email when discussing the opportunity for this small business on the bench to thrive and accommodate the clientele of breweries.

Thank you for your consideration.

Nathalie Enns

Audrey Tanguay

From: Kathleen Deobald
Sent: Tuesday, March 21, 2023 8:45 AM
To: Business Licences
Subject: 1220 Davenport Ave

Caution! This message was sent from outside your organization.

Hello,
I saw this proposal on a drive a few days ago. I grew up on that loop and spent about 27 years there. I just want to say how wonderful of an idea this is. I feel this would be a great addition to the neighbourhood. The brewery sits in a hollow so it shouldn't bother neighbours with sound. I think the hours are reasonable by requesting 9pm. Pubs have changed a lot over the years. People don't go "party" like they use to and the crowd the pub most likely will get are the people who've been wine tasting and want a good hearty meal. I'm sure the locals who live in the area will take advantage of it as well. With the new Trolly driving right past it makes a perfect opportunity for people to not drink and drive.

Kathleen Garcia Deobald

1

Audrey Tanguay

From: OKGN Co.
Sent: Tuesday, March 21, 2023 9:43 AM
To: Business Licences
Subject: Abandoned Rail Brewing Co.

Caution! This message was sent from outside your organization.

Cheers,

I am writing to voice my support for the application for extended hours and seating at Abandoned Rail Brewing Co. on the Naramata Bench. While I might not reside in Penticton, I am a frequent traveler to your city for business and my experiences at the brewery have been nothing less than a perfect representation of everything I love about the area. Not only do they serve food and drink that showcase local flavours, they're such great ambassadors and spokespeople for the local community and other experiences in the area.

Their presence on the Naramata Bench is such a welcome addition to our time spent in the area, and has introduced us to so many beautiful experiences we probably would have never paid attention to like the rail trail, 3 Mile Beach and even some of the smaller wineries on the drive. Being able to partake in a variety of activities is such a key part of the agri-tourism experience in the Okanagan and one I think is important to foster and grow rather than stifel with (somewhat ridiculous) hours. It's near impossible as a working person to commute from work to home and then to the brewery with sufficient time to enjoy our time on the Bench. And that's without other commitments like kids and pets and general life.

Having extended hours to visit the brewery would be such a welcome relaxation on an already stressed schedule and would allow us more time to not only frequent Abandoned Rail more, but other vendors in the area.

Thank you for taking the time to consider this support, if you need any additional comments or want to talk further I would love to chat!

Beth

--

OKGN MARKETING

Beth Taylor (Quirie)
Owner & Creative Director

okgnco.com

1

Audrey Tanguay

From: Bobby Ercego
Sent: Tuesday, March 21, 2023 8:08 AM
To: Business Licences
Subject: 1220 davenport

Caution! This message was sent from outside your organization.

Hello,

I am writing to you in support of the liquor licence changes for abandon rail brewing. I live within walking distance of the brewery and often visit this family friendly establishment with my wife and child, or with colleagues after a hard day's work. Supporting Local small businesses is important to me as I work for one on the Naramata bench and I see how difficult it is to start one up. Living within earshot of the brewery has never been a problem. Their owners are respectable and really pay attention to the needs of their patrons and neighbours in the area. Parking issues are much more of a problem at the poplar grove parking lot at peak times during the spring/summer seasons.

I support this application.

Thank you, Bobby

1

Audrey Tanguay

From: Aldo Castagna
Sent: Thursday, March 23, 2023 10:14 AM
To: Business Licences
Subject: Abandoned Rail Brewing Company - Liquor Review

Caution! This message was sent from outside your organization.

Good Morning,

With regard to the Public Notice - Change of Hours/Occupant Load Increase for Abandoned Rail Brewing.

I would like to submit my support for this request based on several key points. The Penticton/Naramata Bench has benefited greatly by the addition of this brewery a year ago. People coming off the KVR trail had very little options for stopping right off the trail that would provide food and drink. The only other option available that is right off the KVR was the Bistro at Hillside Winery. The addition of Abandoned Rail Brewing provides a much needed stop area for bicyclers, runners and walkers along the trail.

I support the extension of the hours and occupancy increase, because it's a truly wonderful place to meet friends and family that have kids and pets. It's an awesome venue providing not only their own product, but support of cideries and wineries in the neighbourhood. I know there are countless wineries, cideries and distilleries in the area that benefit from their occupancy load and extended hours, so I feel it wouldn't be fair if Abandoned Rail was denied these same rights.

The owners are a young family who care about their community, hire local staff and work to ensure their existence doesn't cause concern or strife for their neighbours. They don't play loud music, they are respectable about the liquor laws, have highly trained and certified "Serving it Right" staff and in general are a welcomed entity in the community.

Please allow Abandoned Rail Brewing to extend their occupant load and hours...it is a gift to the community and we would love to have a place that fills the void when other establishments in the area are closed for the day.

Aldo Castagna
121 View Rd
Penticton, BC

Thank you for your consideration of this matter!
Aldo Castagna

1

Audrey Tanguay

From:	Brent
Sent:	Friday, March 24, 2023 11:24 AM
To:	Blake Laven; Audrey Tanguay
Cc:	Business Licences
Subject:	Opposition to proposed hours and capacity increase at Abandoned Rail on Davenport Ave
Attachments:	Abandoned Rail Opposition to Extention.pdf

Caution! This message was sent from outside your organization.

We are in strong opposition to the proposed increase in occupancy and extension of operating hours at Abandoned Rail Brewery. **We DO NOT support the extension of operating hours and the increased capacity limits.** We are the closest neighbor, with the patio and picnic area being 30M from our house. Our home is significantly closer to the business than the owners themselves, who live up the hill and out of direct earshot of the pub. I will not refer to this business as a brewery, as it is not. Breweries sell what they themselves produce. Abandoned Rail sells mixed cocktail drinks, wine, and other alcohol – this is not even consistent with definition of a craft brewery.

In the year that the pub has been open, we have endured the following:

1) Noise. With the pub being open until 7:00 PM with a 30-minute grace period, the noise coming from the pub and patio has already negatively impacted the peaceful enjoyment of our property. At present, we are unable to enjoy our front patio and back deck until after all patrons have left. I have sent multiple complaints to the city and have asked for enforcement regarding patrons using the patio past the grace period, and in some occurrences, it was the owners themselves that were the delinquents. People do not get quieter as they continue to consume alcoholic drinks up to closing time. The games area is located as close to our property as it can possibly be, with the constant thud of bean bags and shrieks of joy or sorrow when a goal is scored or missed. Despite City Council's specific mandate that there be no amplified music on the patio, there have been events with live music. Further, the music played in the pub is loud enough that I can hear it in my yard on most days.

2) Trespass: We have put up gates, and we keep them locked, to deter people from entering our property looking for the pub, sometimes ringing our doorbell to find out what time we open. I have put up security cameras now all around our property as before construction of the pub began, we did not have these specific kinds of issues. People think it is funny to steal fruit from our orchard after a few drinks, or park their bikes and let their dogs run loose on our property.

3) Parking: On any given day in the summertime Davenport Avenue is lined with vehicles on both sides of a very narrow road, with no middle or shoulder markings. On occasion our driveway has been blocked, and many use our lawn to turn their vehicles around. The farmers along Davenport in some cases can not access their entire properties for mowing and spraying operations. Vehicles linger for hours sometimes, which begs the question, should they be driving down the already busy Naramata Road after sitting at the pub for extended periods of time. The no parking zone at the KVR crosswalk is often crammed with vehicles and while bylaw does patrol

sometimes, we often call bylaw to ask them to come out and ticket illegally parked vehicles. We fear that one day there will be an accident at the KVR crossing on Davenport as an inattentive driver misses stopping. We have seen many near misses with vehicles barely avoiding cyclists or pedestrians using the crosswalk. Alternatively, someone with lowered reaction time after consuming on an e-bike leaving the pub may not have the reaction time to stop for vehicles. We have also on many occasions had to stop and wait for cyclists leaving the brewery to remember that they are operating their bikes on a public roadway.

4) Traffic: Naramata Road is a narrow two lane road with narrow shoulders and heavy traffic and road/e-bikes in the summertime. Additional patrons going to the pub will increase that traffic, and most may consume "a couple" of pints. Using www.therightamount.ca , a couple of pints at 6.5 ABV is 3.9 standard drinks, which will put most people over the .05 limit for a suspension, and will impair reaction time. If people are treating Abandoned Rail as their last stop of the day, who will be doing roadside checks to ensure sobriety?

5) Loud drunks. As the afternoons drag on to evenings, patrons who have overconsumed get loud. Many of them linger on the KVR in front of our house while they shout at each other, and slowly walk away towards town. We have observed numerous people riding e-bikes away from the pub, some nearly crashing in to walkers.

6) Last drinkers: the pub is already open 2-3 hours after most wineries have closed for the day on the Naramata Bench. People who have been consuming all day congregate at the pub to have their final drinks before closing. Most of these people should not be served due to liquor service laws.

7) No police enforcement: Despite being one of the latest establishments open on the Naramata Bench, I have not one-time observed police doing spot checks as people leave at closing time. Knowing that there is little if any enforcement of DUI laws may prompt patrons to consume just one more pint. I'm sure the city works department can tell you the number of times the stop sign, and street sign have been knocked over on Davenport Ave.

8) Over Capacity. On a busy weekend or during an event, it is not uncommon to count 30+ bikes or e-bikes, have the parking lot full of cars, and both sides of Davenport lined with vehicles. I have complained to the city about this and with the help of sent a joint complaint to the Liquor & Cannabis Regulation Branch. Interestingly, I found out that the very next day after this complaint was submitted by the City of Penticton, was no longer employed by the city. I tried to speak with shortly after the complaint was filed and was informed that was no longer employed with the City. I wonder if there is any correlation.

9) Consuming outside the licenced area: On numerous occasions I have seen and have photos of people walking the KVR and the parking lot of the pub with drinks. We also have observed people walking through the area where they are supposedly growing barley. During events such as Ironman, patrons walked up to the KVR trail with their beers in hand, well outside of the licensed service areas. They even posted photos on Social Media of themselves serving beer in their parking lot during the "beer run" last spring. If a brewery in downtown did not monitor serving areas for alcohol, they would have complaints daily. On any given day, standing at our kitchen window while doing dishes or making dinner, we're faced with barrage of infractions that consistently happen at this pub.

10) Commercial Vehicles: What used to be a quiet street is now littered with delivery trucks and vans, garbage trucks, septic pump out trucks, and the odd semi truck that takes out a main power pole on Davenport Ave.

When this project was pitched to the neighborhood, it was proposed to us directly by Scott and Nicole Breier as a "small farmhouse brewery" with a patron load of "not much more than the apple slushie patio", with a tasting room with no canning or liquor store distribution, and opening/operating hours consistent with the wineries in the area, which is generally no later than 6:00pm except for those with full service restaurants. These were Scott Breier's words to us directly as well as to the community. Once the building started to go up, we quickly realized we had been absolutely lied to. I was the only one vocal about it the discrepancy. If you look back at the original rezoning council meeting from 2019, you will see me address Brier while I spoke at the meeting, saying that we were not opposed to his project and diversification of agriculture in the ALR, if it stayed within the boundaries that he proposed.

Irresponsible ownership of a liquor establishment should not be rewarded with additional hours and patrons.

We are absolutely opposed to this project now and as the closest and most impacted property owners in the neighborhood we will continue to oppose changes and will continue to report every ongoing infraction.

The peaceful enjoyment of our property has been severely compromised, and should this extension be granted, it will be completely obliterated. This pub and commercial alcohol manufacturing facility has turned our neighborhood into a commercial zone. We purchased our property in the Ag Land Reserve specifically because this type of development was not zoned. As a further bit of information, the project as built was rejected by the ALR. We are still not sure that this project is legal as my complaint to he ALR has not been closed.

When the lounge endorsement was applied for, I asked the city council and planners how many drunk people you each would like your closest neighbor to have over every night, all summer long. Not one of them gave me a number. You can send me your number to the contact information at the end of this letter.

I invite each one of you to come to my house on a Friday or Saturday afternoon, stand on my deck, and experience living next to a pub, not downtown, not in a commercial area but on the Naramata Bench, on a quiet narrow street that isn't built for the traffic, or to handle the safety issues associated with extended liquor hours. I have added an extra security camera to watch my front gate and the KVR crosswalk on the anticipation that footage will need to be used for evidence at some point. Already on one occasion, one city department has asked me for video from my cameras.

I have spoken with many neighbors about this, and the majority are not in favor of this extension. While you may receive letters of support from the pub's patrons, make note of the addresses on the letters. Also consider that I was not notified of the Chain Reaction lounge application, because I fall outside of the 150-meter zone.

This application must be voted down.

Brent Tarasoff, P. Ag.
1166 Davenport Ave.
Penticton, BC
V2A 8V1

Attention: Licencing Department
City of Penticton
171 Main Street, Penticton, B.C. V2A 5A9

Subject: Abandoned Rail Brewing Company - Liquor Review
Sent via email to: businesslicences@penticton.ca

I am writing on behalf of the BC Craft Brewers Guild to support Abandoned Rail Brewing Company's applications for extended hours of service and for an extended picnic area. As the industry association that represents over 225 craft breweries across B.C., the Guild believes these applications, if approved, will advantage the local Penticton economy, as well as promote the cultural and community benefits of our province's vibrant craft beer industry

As you may know, Abandoned Rail is a proudly family run brewery running alongside the Kettle Rail Trail. It has created thirteen distinct beers from its own locally farmed barley and is proud to be a staple for both tourists and locals when they come to visit Penticton. Like many of the Guild's members, Abandoned Rail was hit extremely hard by the COVID-19 pandemic. As part of their economic recovery and long-term planning, Abandoned Rail has identified two key changes - extended hours and expanded patio seating - that would help maintain and build their business. These changes would also ensure that Penticton's craft beer scene remains a major draw for tourists and locals.

Despite their location being removed from the other breweries downtown, Abandoned Rail continues to see significant demand, which they have had trouble meeting due to current operating hours. **Extending operating hours from 7:00pm to 9:00pm** would not only allow tourists to stay longer and enjoy the Okanagan sunset but would also allow local workers to enjoy a drink at Abandoned Rail once they are finished their workday. Lastly, by extending operating hours, Abandoned Rail could add to their food program, which will be crucial to supporting their business in the off season.

Abandoned Rail has also noted that they have had to turn away families in the summer who are looking to use their picnic space due to not having sufficient space. As even greater demand is forecasted this year, **expanding the existing picnic area** would ensure that this would not be the case again this year.

Penticton has been doing a remarkable job in supporting the tourism and hospitality industry recover from the impacts of the pandemic. We urge you to continue these efforts by granting the two changes that Abandoned Rail Brewing is requesting. These changes will continue to show the city's commitment to our industry, as well as ensuring that more people are able to enjoy all the city has to offer.

Sincerely,

Ken Beattie

Executive Director, BC Craft Brewers Guild

1771 Kilkenny Road, North Vancouver BC V7J 1T8

Audrey Tanguay

From: Graham Allen
Sent: Saturday, March 25, 2023 5:57 PM
To: Business Licences
Subject: Re: Abandoned Rail application to extend hours of service and picnic area

Caution! This message was sent from outside your organization.

The following was sent to Aubrey Tanguay on 24 March:

Hi Audrey

I am writing to the City of Penticton to support the application made by Abandoned Rail to the city to extend their hours of service and to extend their picnic area. Having called the City Planning Department earlier this morning, they gave me your email address as the correct person to send it to.

I am fully in support of the proposed extensions. Abandoned Rail is a great asset to people in the Penticton area, with both locals and tourists able to enjoy food and drink in a wonderful setting near to the KVR trail and the mountain biking/disc golf at Three Blind Mice. For many people, these recreational activities often go well into the evening – especially in the longer days of spring and summer - and the proposed later closing time of 9 pm would be much more suitable to enable people to relax at the pub afterwards and to make the most of their evenings. Extension of the picnic area also makes a lot of sense to accommodate people comfortably, and to make sure that there is space for folk who have ventured out there from town. Both these changes would also enable an expanded food offering, which would feed back into the overall improvement for everyone.

Denial of these extensions would put Abandoned Rail at a disadvantage to other pubs and restaurants in town, which seems unfair. It would also restrict people's potential enjoyment of this great Penticton location.

I sincerely hope that the proposed extensions are approved.

Best regards
Graham

Graham Allen

1

Audrey Tanguay

From: Gjöa Taylor
Sent: Monday, March 27, 2023 10:53 AM
To: Business Licences
Subject: 1220 Davenport Ave

Caution! This message was sent from outside your organization.

March 27, 2023

Business licences Penticton,

This is in response to the Abandoned Railways' request to increase their hours to 9:30 pm and to increase their capacity limits.

We are neighbours who support this business regularly. We run a vacation rental business and operate a vineyard. We attend the Abandoned Rail Brewery often and love the addition to the Bench. We send our clientele there throughout the summer and tell everyone we know what a great establishment this is.

However, I do not support the change to the hours of the brewery or the capacity increase for the following reasons:

Yesterday, they celebrated their **one-year** anniversary and traffic was lined up from Naramata Road to the bottom of Davenport, way more than the load limit and parking and traffic was horrendous. People totally ignored the posted "do not park" signs, and this is a regular occurrence. This will be even more of a regular occurrence if the hours are extended and this is not what the neighbours agreed to when they supported this business. This is not the setting for a full-time public house.

When AR's original licence was supported by neighbours, we asked, do you really have enough parking set aside? The answer was, absolutely. This is not accurate, and most often, the required overflow parking is needed along both sides of Davenport. That is not fair to people who use the road, to adjoining neighbours, or to the KVR trail users. It is an "accident" waiting to happen. If the capacity limits are increased, traffic will increase, noise will increase, and disruption to the rural community will increase. It will bring more traffic to Naramata Road in the evening, when we all finally get a break from the growing traffic concerns along the Naramata Bench.

Nicole and Scott run a great addition to the Bench, but, after one year, they are changing the promises on why neighbours supported their original application. Even in its current state, the traffic for attendants of the brewery is not supported by the parking they have available.

I look forward to confirmation of receipt of my response.

Thank you

Gjöa Taylor
1227 Naramata Road
Penticton, AB
V2A 8T6

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Audrey Tanguay

From: Chris Little
Sent: Sunday, March 26, 2023 4:32 PM
To: Business Licences
Subject: Abandon Railway Brewery

Caution! This message was sent from outside your organization.

Fully support the application to extend the hours of this establishment. Excellent business. Family friendly and cultivating a sense of community. It should be able to operate as any other brewery within city limits.

Regards,
Chris Little and Ashley Reddy
1273 Killarney Street , Penticton BC
--
Chris W. Little, MD, FRCPC
General Internal Medicine and Cardiovascular Medicine
Penticton Regional Hospital, British Columbia
Clinical Assistant Professor, UBC Division of Community Internal Medicine
Associate Member Division of Critical Care Medicine

Audrey Tanguay

From: Sinead Burns
Sent: Monday, March 27, 2023 1:17 PM
To: Business Licences
Subject: Abandoned Rail Brewing Company - Liquor Review

Caution! This message was sent from outside your organization.

Dear Licencing Department, City of Penticton,

I am writing in support of Abandoned Rail Brewing Company's application to extend its liquor license and increase its capacity both in its Picnic Area and Interior Lounge.

Over the last year, Abandoned Rail Brewing Company has quickly become a gathering spot for our community, bringing together locals and tourists alike to enjoy quality beer and conversation. Their inclusive atmosphere has created a positive social environment for those of us who work in the hospitality & agricultural industry, fostering camaraderie and a sense of community between us.

The brewery's location on the trail provides a safe and convenient option for locals and visitors alike to enjoy a day out, knowing there are safe options to get home. This is especially important in our community, where we are committed to responsible drinking and reducing the risk of accidents along our roads.

Abandoned Rail has quickly become a beloved spot for socializing, relaxing, and enjoying a well-crafted beer after a hard day's work. The owners and staff are genuinely kind and hospitable, making everyone feel welcome and valued.

I strongly support Abandoned Rail Brewing Company's application to extend its liquor license and increase its capacity. Their presence has been a positive force in our community, and we are lucky to have them.

Thank you for your time,

Sinéad Burns

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Audrey Tanguay

From: Leon Farthing-Nichol
Sent: Monday, March 27, 2023 1:03 PM
To: Business Licences
Subject: Support for Abandoned Rail Brewery

Caution! This message was sent from outside your organization.

Hello and good afternoon,

Emailing today to indicate my strong support for the change in hours and capacity at Abandoned Rail Brewery. It a responsible and highly enjoyable operator taking advantage and adding to a great local resource-the KVR trail.

As a resident and home owner in Penticton as well as the operator or a short term vacation rental on the Naramata bench, this is the kind of business that should be supported as it adds much to our community.

Thank you,

Leon Farthing-Nichol

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Audrey Tanguay

From: Tom K
Sent: Monday, March 27, 2023 8:45 AM
To: Business Licences
Subject: Abandoned Rail Brewing Company - Liquor Review

Caution! This message was sent from outside your organization.

Good morning Audrey.

Please accept the following support letter. Thanks for all you do to keep Penticton great!

Tom Keilty

The Keilty Family

1243 Evans Avenue

Penticton BC V2A 8V1

March 27, 2023

Dear Licensing Department, City of Penticton

Subject: Abandoned Rail Brewing Company – Liquor Review

We are writing to express our full support for the Abandoned Rail Brewing Company's planning applications, including 2023-PL009524, 2023-PL009523, and 2023-009531. As the next-door adjacent property owners to the south of the brewery, we can confidently say that our experiences with the owners, staff, and patrons have been nothing but positive.

The proposed increase in hours and capacity is entirely reasonable for this type of business to be successful in our opinion. This type of amenity is precisely what makes Naramata Bench such a treasure, and we believe that the long-term successful operations of abandoned Rail Brewing Company will only enhance Penticton.

The owners and staff of the brewery have proven to be conscientious, open, and hard-working people who are focused on providing a quality product and service experience that is inclusive to all neighbors and visitors. As such, we urge you to approve their applications, confident that they will continue to operate responsibly and respectfully within our community.

Thank you for your consideration.

Sincerely,

The Keilty Family

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Audrey Tanguay

From:	starshine
Sent:	Tuesday, March 28, 2023 11:03 AM
To:	Business Licences
Subject:	RE: Attention: Licensing Department, City of Penticton re: Abandoned Rail Brewery - Liquor Review

Caution! This message was sent from outside your organization.

Further to our letter of March 23 this past weekend there was a first anniversary celebration at Abandoned Rail Brewery on Davenport Road. Sunday (Mar 26) saw a massive amount of traffic parked along Davenport Ave as there are not enough parking spaces within the brewery's grounds to accommodate large crowds. One neighbor's house in rather close proximity was disturbed by vehicles parked around his property. Parked cars were blocking farm machinery access to the vineyard rows on the other side of the street. Patio load capacity was over capacity with no one policing this. Granted this was a one-time anniversary which is okay but we can't imagine this ongoing throughout the summer months when it will only get busier with the tourist hordes and winery traffic in addition to the locals. Expanding hours and load for their patio/tasting room would further impact our neighborhood, especially as no one polices this, is this also not a fire hazard with over-crowding in a rather cramped seating area?

Thank you for allowing us our say,

Joh Nichols & DL McKenzie 1261 Evans Ave., Penticton

From: starshine
Sent: Thursday, March 23, 2023 5:23 PM
To:
Subject: Attention: Licensing Department, City of Penticton re: Abandoned Rail Brewery - Liquor Review

Dear Penticton Licensing Department and BC Liquor Review Board,

We are writing to voice our opposition to extending the hours and patio capacity for Abandoned Rail Brewery at 1220 Davenport Avenue, in Penticton. We are neighbours to this establishment, were supportive of their original application and give them our custom, but we are very concerned that their request for additional hours of operation and increased patio size will result in an undesirable increase in noise and traffic in our neighborhood. We have already experienced and increase in noise from their operations, especially during the summer months when we are all outside and are concerned a change to their current operations would have a further negative impact on the ability of all the neighbours to enjoy our beautiful and usually peaceful rural surroundings.

Prior to the original approval for this establishment, we met with the owners, Scott and Nicole Brier, to discuss the hours and load capacity of their proposed establishment and they assured us they would not be seeking any further increases to the capacity or hours of operation beyond their original application. Situated in the ALR, this is a quiet, rural farming neighbourhood, where all the other winery businesses close between 5pm to 6 pm, unlike the brewery district in the town centre. Also, while their establishment is situated along the popular KVR walking/biking trail, the main mode of travel for patrons is by car. Their parking lot is often crowded, even in the off-season and street parking is not adequate nor appropriate.

Our understanding from the onset of this venture was that Abandoned Rail was to be primarily a brewery with a tasting room and small patio with no kitchen. Our meeting with the owners indicated that their intention was to sell their beers

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through other retail outlets in BC and not depend on local sales from the brewery. Is it a brewery or a public house (pub)? While we are happy to see their business being a success, perhaps they should look for a secondary location in town with adequate capacity and parking to accommodate the growing requirements of their business and not expand their operations in this neighbourhood setting.

Thank you for your consideration.

Joh Nichols, Darrell-Lee McKenzie, 1261 Evans Ave, Penticton.

Audrey Tanguay

From: Linda Chamaschuk
Sent: Tuesday, March 28, 2023 8:22 AM
To: Business Licences
Subject: Abandoned Rail application

Caution! This message was sent from outside your organization.

We are writing in response to Abandoned Rail's request to increase operating hours and capacity. We do like what Scott and Nicole have developed and brought to the neighborhood. It is a nice facility and a great place for people to gather and enjoy a beverage during the day. We do however have concerns about the requested changes to hours and capacity.

Currently many vehicles are parking on Davenport Rd as the Abandoned Rail parking lot is full, and we are concerned that the road was not designed for offstreet parking and it could be a safety issue. We also understand that this is designated tractor headland that the owners require for their vineyard operations. Could they expand their parking area on the property?

We feel that the current hours of 7pm are reasonable given the rural farming neighborhood. It is not the same as a brewery in town in a commercial area. There are residents who live within a softball throws distance from the brewery, and increasing hours and capacity is likely to result in additional noise disturbances. There are many farmers in the area who like to get to bed early so they can rise before dawn, and they shouldn't have to contend with potentially noisy patrons exiting a liquor establishment after 9pm. Noise travels far in this area – we can hear actual conversations on the KVR trail or in the Abandoned Rail parking lot and we live on the upper side of Naramata Rd. We live next door to a dog kennel and have to listen to this noise all day and night (apparently this business didn't have to have a public application and doesn't have to abide by any daytime noise bylaws) and we would hate for other neighbors to have to be in our shoes on a daily basis.

Joel & Linda Chamaschuk, 980 Naramata Rd

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Council Policy
CP#2021-03

penticton.ca

Category: Planning/Licensing

Subject: Liquor Licensing Policy

Purpose

The Liquor and Cannabis Regulation Branch (LCRB) regulates the licensing of all liquor establishments and the retail sale of alcohol in British Columbia. Local Government comment is a key component of the LCRB's licensing decision. This policy is intended to guide all future liquor license applications and is replacing the City's 2005 Liquor Policy.

Scope

This policy establishes a framework and process for consideration of liquor applications regarding the sale, service and consumption of liquor in the City of Penticton through various liquor licensed venues. It also sets out the procedure that will be followed by the City in the processing of the various types of liquor licensing applications whether it is a new licence application or proposed changes to an existing licensed establishment. The policy provides vital information to applicants for new liquor licences or changes to existing liquor licensed establishments.

Administration

The Director of Development Services (the Director) or, in his/her absence, the Planning Manager (the Manager), shall be responsible for the administration of the policy and will have authority to oversee the processing of all Liquor License applications. This responsibility includes:

- Receiving all applications submitted to the City for both new applications as well as license change applications (including temporary changes) to an existing liquor licensed establishment.
- Deciding the level and required City review of a liquor application based on the merit and potential implications and potential impacts on the community and whether the application conforms to the City policy guidelines.
- Deciding which City departments and other agencies, such as RCMP, ALC, should be consulted and provide an opportunity for comment or "No objection".
- In order to expedite applications requiring public input, staff will coordinate the public notification and input to occur at the same time that the various City departments and outside agencies (RCMP, ALC) are assessing the application.

- The Director or the Manager may convene a meeting (in-person or virtual) with an applicant of a particular application.
- Deciding on the details of the public notification process, if required.
- Deciding if the City should "opt-out" of an application, which means the City would not be involved in the application and the application would proceed through to the LCRB process with the LCRB conducting the required public notification. The City policy will be to "opt-out" on applications for establishments located on City owned property to avoid the appearance of a conflict of interest.
- Deciding if the City of Penticton will support or not support a specific application and communicate that decision to the LCRB.
- Liquor licence applications that are deemed to be significant to the City, will go through a comprehensive review when it is an application for a new liquor licence or change to an existing liquor licence. This may require public input.
- An applicant that has been refused by staff at the City has the right to submit for an Appeal before City Council to hear the appeal.
- The results of the public consultation process conducted by the Director or Manager will be included in any Staff report on the application and forwarded to Council for their consideration for significant or controversial applications.
- The Director or Manager, in addition to receiving all applications, will sign for the receipt of the application referred by the LCRB or the applicant.
- The Director or the Manager may assign a specific staff member to be the designated "point of contact" on incoming applications.
- The Director or the Manager will be the primary contact for all applications and will communicate with officials of the LCRB, RCMP, other government agencies, and the public when it relates to community input.

1. Types of Liquor License Applications

The City receives a variety of applications for both new licenses and changes to existing licenses and has a duty to consider these applications in a fair, efficient, and prompt manner. The LCRB sets a 90 day timeframe for completion of local government involvement. The City strives to stay within this time frame for the completion of the local government consideration of an application. The following is a summary of the various types of applications received by the City and what the general City review process will essentially consist of while the application is before the City for the input that is required by the LCRB.

1.1 New Liquor Primary and Liquor Primary Private Club Licenses

A liquor primary licence is issued to a business which is primarily engaged in the selling of liquor rather than food. The establishments commonly licensed with a Liquor Primary Licence are pubs, lounges,

night clubs, private clubs, hotels, casinos, recreation centres (including golf courses, tennis clubs, and bowling alleys), stadiums, conference and convention centres, theatres, as well as spas, salons, and galleries. A Liquor Primary Licensed establishment, such as a pub or lounge can apply to have a LCRB approved Family Food Service endorsement. This endorsement allows minors to be in a liquor primary licensed establishment accompanied by a parent or guardian up to 10:00 pm when food service is available. This primarily applies to pubs and lounges with operating kitchens and there must not be any entertainment which may be considered as offensive to minors.

The following review process will apply:

- Intake by the Director or the Manager.
- Staff technical review by appropriate City Department and the RCMP.
- Required public notification of the application to the surrounding area
- Review of the results will include consideration of:
    - Impact of potential noise in the community from the proposed establishment.
    - Impact on traffic and parking.
    - Other community and residential impacts.
- Referral to Council for a resolution if the application is of significant size and/or the public notification generates considerable concerns from neighbourhood residents and businesses.
- The Director will notify the LCRB of the City's decision.

1.2 New Food Primary Licence applications

New food primary licence applications do not require formal review by the City since the primary focus of the business is on the sale and service of food. These applications are sent directly to the LCRB by the applicant unless the applicant is requesting extended hours or patron participation entertainment endorsement.

If an applicant for a new food primary licence is seeking hours of licensing beyond midnight and/or a Patron Participation Entertainment Endorsement (PPE), the application will be reviewed by the Director or the Manager who will decide upon the application and the level of City input required, depending on the location of the proposed establishment and the application details.

Review of the application is also required from a technical perspective to review compliance with zoning and Fire & Building regulations including confirmation by the City of occupant loads and building permits.

A Council resolution is not required for basic food primary applications provided zoning and building requirements are satisfied.

1.3 Applications for Changes to an Existing Food Primary Licence

An existing food primary licensed establishment can apply, at any time, for changes to their existing licence. These include:

a) A structural change application to expand or decrease the licensed area and/or capacity which would also include the addition or expansion of a patio.

b) An extension of hours of liquor service beyond the LCRB standard hours of 9 am to 12 midnight, seven days a week.

c) A patron participation entertainment endorsement to permit dancing, karaoke or other types of entertainment that involve patron participation in the service area.

The following review process will apply:

- Confirmation that the proposed hours are consistent with the City policy on hours of operation for food licensed establishments.
- Checking for compliance or enforcement issues that have arisen in the previous six months with the City, the LCRB and the RCMP.
- Public notification may be required for outdoor patios, patron participation entertainment (i.e dancing) and extension of hours for liquor sales past midnight if the proposed change may impact on nearby residents and businesses considering the following factors:
    - Impact of potential noise in the community in the immediate vicinity of the establishment.
    - General impact on traffic and parking.
    - Other community and residential impacts.

Following a review of the application by relevant City departments and completion of the results of any public input, the Director or the Manager will determine if the City supports, denies, or requires further consideration of the application and will advise the LCRB of the final decision.

1.4 Applications for Changes to an Existing Liquor Primary Licence

An existing liquor primary or liquor primary club licensed establishment can apply for changes to their licence. These include:

a) A structural change to expand or decrease the size of the licensed area.

b) A structural change for the addition of or an expansion of an existing outdoor patio.

c) An extension of hours for liquor sales and service.

The following review process will apply:

- Intake of the application by the Director or the Manager.
- Technical review of the application by appropriate City departments and the RCMP.
- Required public notification of the application to the surrounding area if the application proposes to increase the person capacity of the establishment, extend the hours of liquor service past midnight and the addition or expansion of an outdoor patio.
- Following the Technical Review and the results of the public notification process, the Director or the Manager will notify the applicant and the LCRB of the City's decision. The review of the results will include consideration of:
    - Impact of potential noise in the community from the proposed establishment.
    - Impact on traffic and parking.
    - Other community and residential impacts.
- If the proposed change has significant implications for the City or generates strong community concerns as a result of public notification, the Director or the Manager may forward the application to Council for a resolution to either approve or deny the application.

1.5 New Manufacturing Licenses for Breweries, Wineries and Distilleries

New applications for liquor manufacturing establishments also provide the applicant with the option of applying for several license endorsements that may have an impact on the community or the area where the establishment is located. These endorsements include:

a) A retail area to sell to the public the liquor products produced on site.

b) A tasting area, which is usually in close proximity to the retail area, where the public can consume a small tasting sample of the product produced.

c) An outdoor picnic area where the public can consume liquor products purchased in the retail area. The picnic area is an open air space.

d) An interior lounge area (including a possible outdoor patio area) which operates similar to a liquor primary establishment for the sale and service of full size drinks as well as the option of serving other liquor products. Food service is also involved either in house or by association to other food retailers in the area.

e) One or more special event areas which are usually outdoors and are associated with receptions, banquets, concerts, and other celebratory events.

The City review process for a liquor manufacturing application will vary depending on the licence endorsement or endorsements being requested by the applicant and the location of the establishment in relation to residential development and if it is located on ALR property.

The following review process will apply:

- Intake by the Director or the Manager.
- Staff technical review of the application by the appropriate City department and the RCMP as well as the ALC if the establishment is on ALR land.
- Approval from the ALC is only required if the proposed Lounge endorsement applications exceeds 125m2 total for interior areas and 125m2 total for exterior areas (patios). Lounges (that hold a Manufacturer licence) are a permitted use on ALR land if the square footage is less than or equal to 125m2 for either interior or patio applications.
- If the application is for a manufacturing establishment without any endorsements, (ie: Tasting room, Lounge, Retail area, Special Event Area or Picnic area) the City does not have a role in approving or denying the application from a liquor licensing perspective. However, rezoning, building permits and a business licence will be required.
- Tasting rooms are a permitted use in a manufacturing licensed establishments, as long as they meet the local government zoning requirements. The LCRB is the approving body to permit tasting rooms in a manufacturing establishment. Tasting rooms are not specifically given an occupancy by the LCRB and only the City will have occupant loads for these areas which is usually part of the building permit process.
- Per the LCRB, a picnic endorsement does not require Council approval, but only a comment from local government advising of "Objection" or "No Objection", if the capacity is less than or equal to 30 persons and the application would only require the approval of the Director or the Manager. However, a picnic endorsement application which is requesting a capacity of greater than 30 persons or an overall increase in capacity will be required to go through the Council review process before proceeding to the LCRB for final approval.
- If the application proposed is to have one or more of the above noted licence endorsements including an interior lounge area or special events, the applicant will be required to undergo a public notification process. The review of the results will include consideration of:
    - Impact of potential noise in the community from the proposed endorsement area.
    - Impact on traffic and parking.
    - Other community and residential impacts.
- Following the Technical Review and the results of the public notification process, the Director or the Manager will notify the Applicant and the LCRB of the City's decision.

- If the proposed change has significant implications for the City or generates strong community concerns as a result of public notification, the Director or the Manager may forward the application to Council for a resolution to either approve or deny the application.

1.6 Applications for Changes to an Existing Liquor Manufacturing Licensed Establishment

An existing licensed liquor manufacturer may apply (after they have been licensed) for a change to their licence with an endorsement application to permit one or all of the following added amenities:

a) Retail sales area.

b) Tasting room for sampling product produced.

c) Lounge area, which can also include a patio.

d) Picnic area.

e) Special event area or areas.

f) Structural changes to the layout of the licensed area and/or an increase in the capacity.

The following review process will apply:

- The Director or the Manager will receive and review all applications for changes to a manufacturer licence and refer them to the appropriate City departments and the RCMP for their review and comments.
- For a Retail Sales area associated with a manufacturing establishment, the City will review Zoning and Building Requirements to ensure compliance.
- The Director or the Manager may involve consideration by the ALC if the licensed establishment is located on ALR property.
- The Director will coordinate a public notification approach for applications involving a Lounge and/or Special Event Area(s). The Special Event Area(s) at a manufacturing establishment are usually (but not always) outdoors and often involve musical entertainment and/or a significant number of attendees. Generally, the Director or the Manager will decide on an application after public input and comments are received from the various City departments.
- If an application generates concerns or significant public opposition comments, the Director or the Manager may choose to refer it to Council for further consideration.

1.7 Applications for Relocation or Structural Change of a Retail Liquor Store, Wine Store

The Province of British Columbia currently has a moratorium in place on the issuance of any Retail Liquor Store Licenses including Wine Stores. This moratorium is due to expire in July 2022 however, the government has announced an intent to extend this moratorium after July 2022 for a further five years

(until July 2027). Therefore, the City will not be receiving any applications for new Retail Liquor Stores or Wine Stores. In addition, the LCRB has a regulation that prohibits the relocation of a Government or Privately run Liquor Store to within 1km of an existing Liquor Store.

The Policy for Relocation of an existing Liquor or Wine Store is to ensure zoning and building permits are reviewed and compliant with City requirements.

For a VQA Wine Store, Independent Wine store (including those in grocery stores) the City will review the site to ensure zoning and building requirements are compliant.

1.8 Special Event Permits and Temporary Changes to an Existing Licence

The City administers the review of Special Event Permit applications as well as the Temporary Change applications from existing Licensees. The Temporary Change application usually involves a Food Primary, Liquor Primary or Manufacturer Licensed establishment and involves changes to the following:

- Extend the hours of licensing.
- Increase occupant load by increasing the size of a service area either inside or outside.
- These applications will be reviewed by the Director or the Manager and other appropriate city departments who will determine if the application will be supported by local government.
- For major concerts and festivals, the Director or the Manager will conduct a comprehensive review involving various City departments and the RCMP.

2. General Policy Guidelines on Public Notification

For applications requiring notification to the public, as required by the Liquor and Cannabis Regulation Branch and the City of Penticton, the general policy will be as follows:

- One or two site notification signs per business frontage depending on the location and size of the proposed or existing establishment.
- Two consecutive newspaper insertions.
- A mailout would be circulated as follows:
    - 50 meters in an urban area
    - 150 meters for a rural area
- If in the opinion of the Director or Manager, a small or larger notification area is warranted, the Development Officer may establish a larger or smaller notification area.
- The Director or the Manager will determine the wording of the signage, advertisement, mailout and social media. The City will design a sign template in accordance with City requirements.

- The notification will give the public two weeks to respond to the notification.
- The Director or the Manager will determine results of the notification and decide to either approve or refuse the application.
- The Director or the Manager may refer an application to Council if it results in significant negative public response or for any other reasons.

3. Hours of Liquor Sales and Service

The City has determined it will support the following general policy for hours of liquor service and sales at a liquor licensed establishment:

The City has determined that these hours will ensure that there are no late night or early morning challenges in the community:

Establishment Type	Hours of Liquor Service
Nightclubs and Casinos	9 am to 2 am, Monday – Sunday
Lounges or Pubs Brewery Lounge or Special Event Area Distillery Lounge or Special Event Area Winery Lounge or Special Event Area	9 am to 1 am, Monday – Sunday (liquor service between 9 am and 1 am is subject to maintaining a fully operational kitchen and breakfast food service)
Restaurants, cafes	9 am to 1 am, Monday – Sunday
Event Driven Licensed Establishments Includes conference centres, cultural centres, live event, and movie theatres	9 am to 1 am, Monday – Sunday (liquor service is event driven only with service hours up to one hour prior to, during and one hour after an event)
Dual Licensed Establishment: Food Primary Liquor Primary	 9 am to 10 pm, Monday – Sunday 10 pm to 1 am, Monday – Sunday
Non-traditional businesses holding a food primary or liquor primary licence but not primarily engaged in food, hospitality, entertainment, or beverage service	9 am to 10 pm, Monday – Sunday (hours of liquor service not to extend beyond the operating hours of the primary business)

- Establishments that have existing hours of service that are beyond the general range for their establishment type are grandfathered.
- Establishments that have existing hours of service that are less than the general range for their establishment type are eligible to apply for an extension of hours to the limits of the range.
- Establishments shall be permitted the benefit of 3 am closures on New Year's Eve without an application to the City. This does not apply to non-traditional businesses holding a food primary or liquor primary licence but not primarily engaged in food, hospitality, entertainment, or beverage service.
- The City supports permitting minors in appropriate liquor primary licensed establishments and brewery, distillery and winery lounges and special event areas until 10:00 pm when accompanied by a parent or guardian, provided that applicable provincial licensing requirements are met.
- In some cases, it may be to the benefit of the City to support temporary extension of hours beyond those specified by the guidelines above for each establishment type. Proposed extensions are subject to application to the City.

4. Liquor Licensing of Non-Traditional Businesses

The BC Liquor Policy now permits businesses other than those primarily engaged in the service of food to apply for a food primary licence, and businesses other than those primarily engaged in beverage service, entertainment, or hospitality to apply for a liquor primary licence. These businesses include spas, barber shops, hair salons and retail stores. The following guidelines will be considered in the review of applications from non-traditional businesses for a food primary or liquor primary licence:

- The service of liquor and service areas must be complementary and subordinate to the primary business.
- Liquor service may be provided only when the primary business is operating, and the hours of liquor service may not extend beyond the hours of the primary business. Hours of liquor service hours between 9:00 am to 10:00 pm will be considered.
- Food primary licence applications will be evaluated in accordance with normal City processes.
- Licence holders, managers and those who serve liquor must have LCLB required "Serving It Right" ("SIR") certification.
- In reviewing an application for a liquor primary licence, the following must be considered:
    - The type and location of the business applying for a liquor licence.
    - How the service of liquor will enhance or detract from the customer experience.
    - The impacts on public health and safety.
    - The location of the business relative to other businesses with a liquor licence.

- The history of the business including compliance with municipal bylaws.
- If the business employs minors.
- If minors are a significant part of the customer base.
- The availability of food when liquor is being served.
- Then location, size, and capacity of the service area to be licensed.
- The washroom facilities available to customers.
- The level of community support.

These establishments are licensed under a liquor primary licence as they do not offer a substantial food service component or have significant kitchen facilities.

5. Sale of Packaged Liquor from a Government or Private Retail Liquor Store or Wine Store

Retail package liquor sales are recognized as a significant part of the overall distribution of liquor within the community and have the potential to significantly impact community character and liquor related issues that are of concern to the community.

Applications for the Retail Packaged Liquor Sales shall be considered relative to the guiding principles and review criteria contained herein. All such applications, weather for a relocation, or temporary sales location, have been determined to be of high impact and the Director or the Manager may require public input. A relocation of a liquor retail store, government liquor store or wine store may require a public input process.

Due to the current number of Liquor Retail Stores and Wine Stores in the City, the 1km distancing policy of the LCRB, and the fact that there is a moratorium on the issuance of new Liquor Retail Store licenses, there will not be many applications for new retail store licenses to be considered in the near future.

6. Occupant Load Determination for Licensed Establishments

The Building and Permitting Manager shall be responsible for the determination of the occupant load for a licensed establishment in recognition of the City bylaw requirements, as well as the provincial regulatory requirements. This determination applies to indoor establishments, patios and special event and outdoor areas.

Applicants seeking occupant load approval for an application for either a new licensed establishment or structural changes to an existing licensed establishment will need to provide the building and permitting manager with the following documents:

a) Plans required: Three 11"x 17" scaled floor plan drawings.

b) Content: The plan drawings must satisfy LCRB floor plan requirements and include:

- All liquor service areas, interior and patio, showing the area of each in meters squared.
- Kitchen, liquor service bars.

- Structural features such as full and partial height walls, stairs and planters.
- Furniture layout, tables, chairs.
- Dance floor, stage, DJ booth bracket (if applicable).
- All entrances and exits, with dimensions.
- Washrooms.
- Calculation of total exit width.
- Calculation of occupant load of service areas using municipal requirements.
- Calculation of the total occupant load of the establishment.
- Calculation of washroom requirements.
- The plan may need to sealed and signed by an architect.

**NOTE: Per the LCRB, the Occupant Load is the maximum number of people (patrons plus staff) permitted in a service area. The occupant load must be stamped or written, dated and signed on the floor plan by the appropriate local authority. (Appropriate authority is building department or Fire department)

7. Good Standing Requirement and Review Process

The City's review process takes into consideration the compliance and enforcement history of the licensee and operator of the establishment. For the municipality to consider an application requesting a temporary or a permanent change to a licence, the applicant must be in "Good Standing" with respect to the compliance and enforcement history of the establishment. This is determined as follows:

- The determination of good standing is based primarily on the compliance history and the number and severity of any contraventions an enforcement action. Consideration will also be given to the applicant's previous history and any corrective measures that have been undertaken and or are proposed.
- The severity of any contraventions of the Liquor Control and Licensing Act and Regulations will be considered.
- The City policy will be to reward good business but be very cautious to grant additional licensing benefits to Licensees with a poor enforcement and compliance record with the LCRB and the city.

8. Policy Review

This policy should be reviewed within a 2 year period to determine if it is serving adequately the interest of the community.

Related Policies

Previous Policies	
New Liquor Primary Licences	Council Resolution 628/2003
Amended Licences	Council Resolution 628/2003, 574/2005
Winery Licence Endorsements	Council Resolution 628/2003

Approval			
Approved by Council on:	June 15, 2021	Resolution No.:	206/2021

Certified Correct:

Angie Collison, Corporate Officer

Council Report

penticton.ca

Date: May 18, 2021 File No: RMS/ Address
To: Donny van Dyk, Chief Administrative Officer
From: Audrey Tanguay, Planning Manager
Address: 1220 Davenport Avenue

Subject: **Manufacturing Brewery Facility and Lounge Endorsement**

Staff Recommendation

THAT Council recommend to the Liquor and Cannabis Regulation Branch (LCRB) to support the request for the proposed brewery manufacturing facility and lounge endorsement application for Abandoned Rail Brewing Company located at 1220 Davenport Avenue with restrictions of exterior patio service hours from 11:00 am to 8:00 pm.

Strategic Priority Objective

Community Vitality: The City of Penticton, guided by the Official Community Plan, will promote the economic wellbeing and vitality of the community.

Figure 1 - Property Location Map

Proposal

The purpose for the lounge endorsement is to be able to provide patrons and the community a unique atmosphere whereby they can enjoy a beverage (alcoholic or non-alcoholic) from the manufacturing facility. A complete outline has been provided in the applicant's Letter of Intent (Attachment C). Additional information (Attachment D) has been provided since the application was presented to Council on April 20, 2021.

The Lounge Endorsement is proposed to have the following total occupant loads:

- Interior – Tasting = 20 persons
- Exterior – Patios = 85 persons (up to 40 people during Covid restrictions

The proposed hours of operation Monday to Sunday are:

- Monday through Sunday 11:00 am-8:00 pm

- Peak Season: 11-8
- Off Season: Weekdays 2-6 and Weekends 12-6

Analysis

On April 20, 2021 Council directed staff to commence public notification for the proposed brewery lounge endorsement with restrictions of exterior patio service hours to 8pm and no amplified music. A public notice sign was posted on site and local residents and business owners within 150m of the property boundaries of the proposed brewery lounge were notified by mail. One public notice was placed in the local newspaper. One letter of support has been received and one letter of nonsupport received prior to the public notification commencing.

As per the provincial Liquor and Cannabis Regulation Branch (LCRB), the City is to review and provide a resolution related to the following criteria:

- Gather public input from the community within the immediate vicinity of the establishment,
- The location of the establishment, person capacity and hours of liquor service of the establishment,
- The impact of noise on nearby residents,
- The impact on the community if the application is approved, and
- The view of residents and a description of the method used to gather views.

A technical review has been completed by staff and the Liquor Licensing Technical Review Committee (LLTRC) and is supportive of the application with the following comments for Councils' consideration:

Location of establishment, person capacity and hours of service:

- There are13 onsite parking spaces and the possibility for additional on-street parking along Davenport Avenue. Staff parking will be located offsite.
- Plenty of bike parking will be provided for cyclists coming from the KVR.
- Proposed occupant loads have been approved in relation to BC Building Code requirements.
- The occupant loads were reduced based on the applicants consultation with the neighbors.
- The proposed hours of service (interior and exterior) match hours of similar local drinking establishments and will be reduced during the off season.

The impact of noise on nearby residents:

- Amplified music (speakers) on the exterior patio areas will not be permitted.
- The applicant has outlined an action plan to have staff assess and control patron noise and any potential nuisances to the surrounding neighborhood governed by the City's existing Bylaw regulations.
- The main patio is located on the North side of the tasting room, in a sunken area with tall banks and fruit trees surrounding which provides a natural sound barrier and will dampen noise transfer (Attachment B)

The impact on the community if the application is approved:

- The Brewery operations will continue to add to the vitality of the Naramata Bench area. The owners are highly aware of the restrictions and responsibilities that come with this type of endorsement.

The applicant has worked closely with the neighbors to mitigate any impacts on the surrounding area. Since the application was presented to Council, a reduction in occupant loads has occurred from 113 to 85 on the

patios. Based upon the comments received from the LLTRC members and consultation with staff and public, it is recommended that the proposed application be supported.

Alternate Recommendations

1. THAT Council not support the Abandoned Rail Brewing Company Endorsement application.

Attachments

Attachment A – Photos of Property
Attachment B – Site Plan
Attachment C – Letter of Intent
Attachment D – Additional information
Attachment E – Letters received

Respectfully submitted,

Audrey Tanguay
Planning Manager

Director Development Services	Chief Administrative Officer
BL	DvD

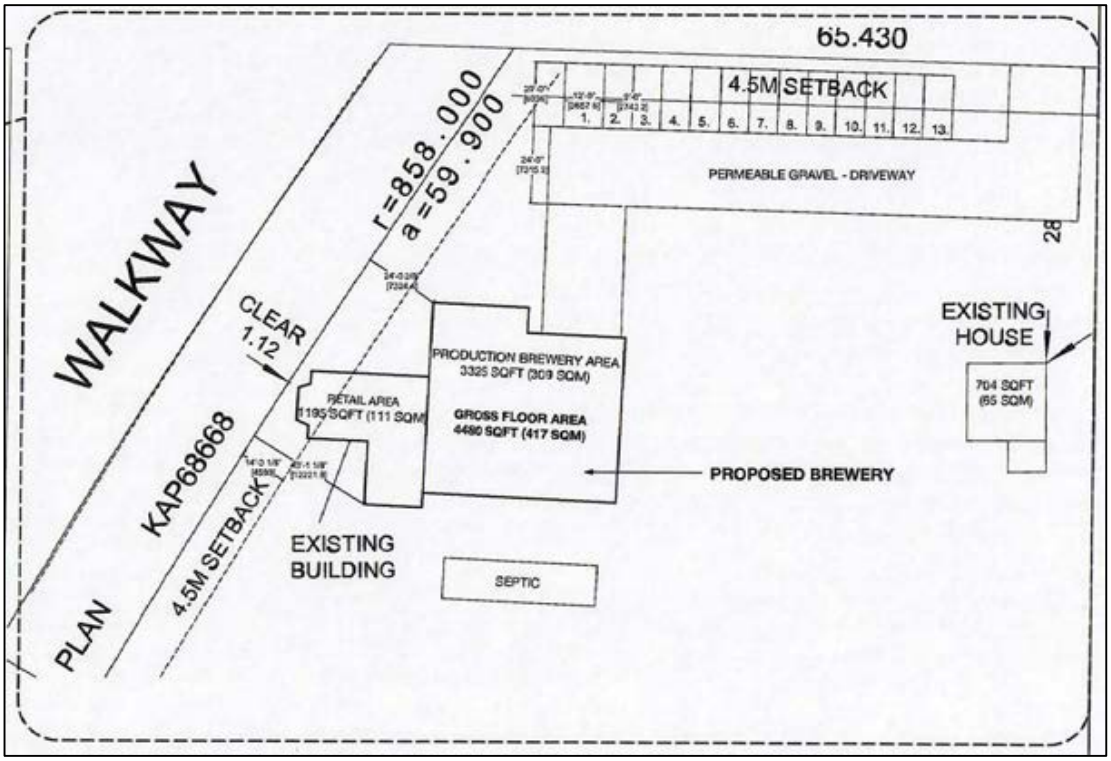
Attachment A – Photos of Property

Looking towards property from the KVR Trail

Looking towards KVR and Davenport Avenue

View looking towards KVR

Attachment B – Site Plan



Proposed Site Plan

Attachment C – Letter of Intent

Proposed Establishment Description

Abandoned Rail Brewing Company's goal is to provide high quality beer, made from estate grown barley, to customers in a setting that will showcase what Penticton and the Okanagan has to offer. We've kept the inside tasting room small, but maximized the outdoor patio space on both the north and south sides of the brewery. The north side will offer some shade from those hot sunny days while being in amongst the cherry, plum and peach trees (which we plan to use the fruit for 'specialty' beers). As well as a heated covered portion of the patio for those odd rainy days or cooler days to be out of the elements. The south side patio will be within feet of the barley growing that's used to make the beer, providing views of neighbouring vineyards, Munson Mountain, Mount Nkwala and beyond. With our location on the KVR Trail, we will provide a refreshing stop for cyclists, walkers, joggers, and general outdoor enthusiasts alike. We also want to provide a comfortable and relaxing space for families, with an activity area for kids as well as the option to bring your dog on the spacious patio areas.

The main purpose though, of our Lounge Endorsement application, is having the ability to serve an actual glass of beer. The Manufacturers License only allows us to serve a sample size, being a maximum of 125ml. An added benefit of the Lounge Endorsement is the ability to serve other types of alcohol. Although these would only be a small percentage of what we would offer, we could serve some of the fine wines and ciders from other establishments that surround the brewery. On top of these products, we've kept a small number of our Ambrosia apple trees that we plan to juice and serve as our renowned apple slushies that has put the former Trail Store on the map.

During peak season we plan to open from 11am until 8pm, in hopes to grab a glimpse of those famous Okanagan sunsets, but at the same time, not staying open too late. In the off season we will reduce those hours to 11am - 7pm on weekends and holidays, with weekday hours from 3pm – 7pm.

We also plan to have a local food truck on site for delicious pairings with our beer. With few options on the Naramata Bench, and especially the KVR Trail, we believe this will be a huge benefit to the area. Many of the cyclists and trail-goers we've spoken with are looking for a quick and tasty option that's easily accessible. Also, after talking with several wine tour companies, they've told us that they don't usually have enough time to stop for the dine-in options that are currently available on the Naramata Bench and that something on the quicker side would fit in well with the tours they offer.

Community Impact Statement

With our location on the KVR Trail and the Naramata Bench, we will provide a refreshing stop for cyclists, joggers, walkers and outdoor enthusiasts. We want to be a destination for families, providing an activity area for kids, and with all the outdoor patio space, a place that will be comfortable to bring your dog. In addition to our beer, we plan to have a food truck to provide quick and delicious nourishment that is needed, and currently not provided, for the trail users and wine touring folk.

The setting of the brewery and patio spaces sits approximately 10 feet below the KVR Trail. This creates a natural sound barrier to our nearest neighbor that is 150 feet from the brewery, with whom we have spoken with about any concerns they may have. The next two nearest neighbors are about 500 feet from the brewery. In addition, the latest we plan to open at any point in the year will be 8pm with opening at 11am. We don't plan on having large events, bands or loud music. We've also provided far more parking than required by the city, on site. While we plan on having adequate vehicle parking, we also believe a fair amount of traffic will be on foot or bike – we will have multiple bike racks to encourage this mode of transport.

As with any agricultural alcohol production facilities, there will be byproduct that needs proper disposal. In our case, we will have spent grain (a nutritious barley mash that is left over after we have brewed) that we have arranged with a neighbouring farmer to feed to their animals.

- Max outdoor seating: Applied for 85 to leave a buffer, but with the intentions of up to 40 people during covid restrictions & up to 65 people afterwards
- Hours of operation: (subject to change but no later than 8pm)
    - Peak Season: 11-8
    - Off Season: Weekdays 2-6 & Weekends 12-6
- Parking:
    - Staff won't use customer parking area
    - Despite only being required to have 3 spaces, we currently plan to have 13 – we are trying to leave as much agricultural land for agricultural purposes as possible, but can add more spaces if demand requires
    - There will be plenty of bike parking on site (not on the KVR) and believe a large portion of our customer base will be people coming off of the KVR
- Noise:
    - The main patio is located on the North side of the tasting room, it is a sunken area with tall banks and fruit trees surrounding it which provides a natural sound barrier and will dampen noise transfer (photos attached).
    - There will be no outdoor speakers.
- Waste generated on site: We are finalizing an agreement with a local farmer to provide our spent grain and yeast as livestock feed
- Septic/Waste water:
    - We will have two separate and oversized systems for both the front of house and the manufacturing area.
    - Where applicable venting is required, a carbon filter will be used to remove odors.

Please let us know if there is anything else we can help clarify, we are available and happy to discuss any concerns that come up. We've been working on this project for three years and have put a lot of thought into every aspect in hopes of making this a successful, efficient and sustainable business that brings value to the area. Up until now, we have had nothing but support from neighbours that we've met and have been open with them about our plans. As with all business plans, some aspects have changed throughout the planning process but it was always done with good intentions or out of necessity – not trying to pull a fast one on anyone. We have a lot of respect for our neighbours and hope this space can be one they look forward to enjoying one day too. We have always planned to be a small, family-run and family-oriented brewery and still plan to keep it that way.

Scott & Nicole Breier

Attachment E – Letters received

From: Brent [redacted]
Sent: May 10, 2021 12:35 PM
To: corpadmin
Cc: Planning Generic
Subject: 1220 Davenport Ave.

Warning! This message was sent from outside your organization and we are unable to verify the sender.

Good morning.

I am writing with concern regarding the Abandoned Rail Brewing Company brewery that is being built meters from our residence at 1166 Davenport Avenue.

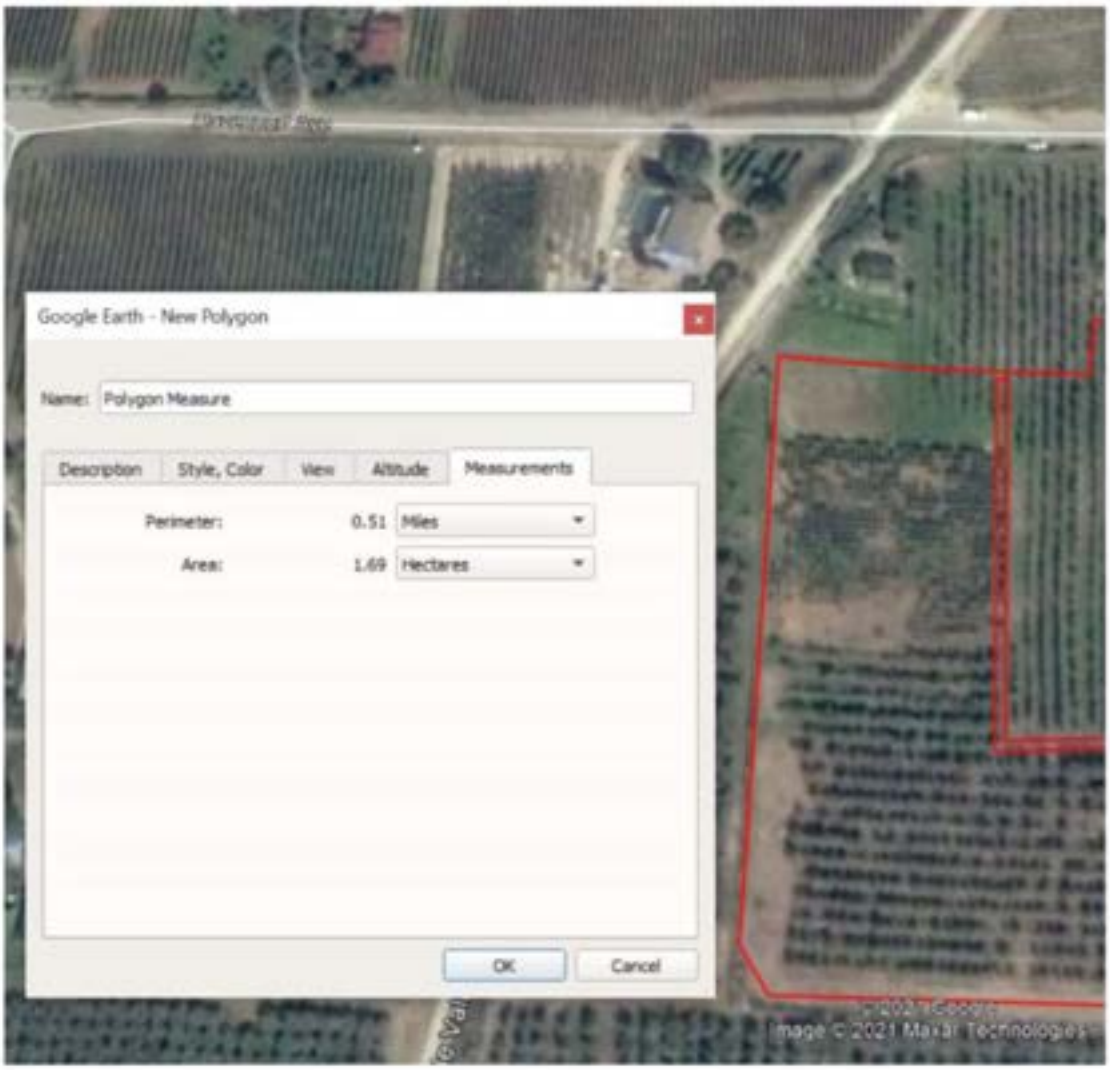
At the April 20 Council meeting I submitted comments regarding the variance proposal for the patio and lounge. It was noted that we were out of the country and had little notice to respond to that application.

We have just returned to Canada and Penticton late Saturday evening. Upon opening our mail we discovered that the comment period ended on May 7. I am submitting comments to this in hope that they will be reviewed prior to this lounge application.

I have reviewed the ALC decision from December 2, 2019. While I understand that now the Brelers have circumvented the hurdle of 2ha of barley planted, I have a few questions regarding their recent application for a lounge endorsement from the City of Penticton. A satellite image of the property and the area where they have their barley planted does not equate to 2 Ha. Further, last year when the 2Ha was supposedly planted there were still 20 rows of apples on the east side of their property with an average length of about 100m, which would have further reduced the planted acreage. I wonder how this project has even gotten this far? Please see the attached satellite measurement. Even today, there is not 2 ha of barley planted as required under 13(2) of the ALR use Regulations.

It is my understanding that they must grow 50%+ of their ingredients. Will this be monitored and audited? Based on calculations (we are former brewery owners ourselves) and knowing what their approximate yields are, the amount of beer they will be able to brew by using only their 50% and purchasing another 50% will be woefully inadequate for the patron load they plan to maintain. Forget if they have a crop failure. Also being a Professional Agrologist working with broadacre crops throughout Western Canada, I question how they propose to maintain a monoculture of barley on their lands, without any view to rotating crops? It's not a sustainable or recommended agricultural practice for various reasons which I would be pleased to discuss.

1



To the lounge endorsement.

First, is there a current liquor license? And if not why is a lounge endorsement even being considered?

In the original ALC application there was a small tasting room (20 people) and some parking (7 stalls). We did not oppose this.

That has now ballooned to 2 patios, a kids recreation area, lounge and as I understand it potential for a kitchen, food trucks, with proposed 20 person indoor occupancy and 85 person patio capacity. They have just been granted a variance to extend their patio 2.1 M closer to our house. If they get their lounge endorsement, they plan to serve other brewery's beer, local wine, and cider. Is this consistent with the ALR land use guidelines? Guest beer, wine and cider are not produced on their land. How is this justified?

2

With the hours of operation incongruent with the other local wineries, staying open 2-3 hours past closing of most of the tasting rooms, I fear that this will be a congregation point for people who have been tasting wine, spirits and ciders through the day and will stop at the brewery for their final libations of the day. Being a venue a 50-60 minute walk but a quick 5-10 minute drive down Naramata road, the incidence of driving under the influence should be strongly considered.

The proposed area for the outdoor patio cannot exceed 125 M2 under section 13(1) of the ALR land use regulations. Does this include the kids recreation area as well as the space that the food trucks will take up? On food truck days when the onsite parking stalls will be in use by those trucks, it will be likely that the street parking in front of our property will be in full use, likely blocking our driveways and limiting visual access to the KVR crosswalk by vehicular traffic.

Further, I don't see any reapplication to the ALC for a reversal of the December 2019 decision. How has this been approved as a go forward with not the required 2 Ha of produce?

I would like to understand how when we purchased our quiet property in 2014 with the hopes of living in the country in peaceful existence, and have worked tirelessly to improve it, with all lands in the area zoned Agricultural within the ALR, has now turned into an large production facility, pub, and food truck strip mall. Had this project continued along its original intended path consistent with the wineries in the area (size, hours) as was positioned to us, you would not be receiving this email.

All of this is proposed to be within 30 M of our home.

We are strongly opposed to the lounge endorsement.

We are strongly opposed to the hours of operation not consistent with the other taste rooms in the area.

We are and remain strongly opposed to the building of the patio near to our home.

We are strongly opposed to the lack of parking for the number of patrons being proposed.

We are strongly opposed to the noise and additional traffic that this will create in our neighborhood, and the likelihood of intoxicated drivers.

We strongly oppose any amplified music that would disrupt our peaceful existence at our residence.

Brent Tarasoff, P. Ag.
1166 Davenport Ave.
Penticton, BC
[redacted]

3

From: Tom Keilty [redacted]
Sent: Monday, April 26, 2021 8:34 AM
To: corpadmin <corpadmin@penticton.ca>; Planning Generic <planning@penticton.ca>
Subject: Support for Abandoned Rail Applications PL008946 and PL2021-8964

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Attention: Corporate Officer, City of Penticton
171 Main Street, Penticton, B.C. V2A 5A9
Email: corpadmin@penticton.ca

Re: 1220 Davenport Avenue
Abandoned Rail Brewing Company
PL008946 Manufacturing Brewery Facility and Lounge Endorsement
PL2021-8964 Side yard setback variance

We, Tom and Jeni Keilty of 1243 Evans Avenue, Penticton, V2A 8V1 are the neighbours residing immediately south of the subject property. We are writing to register our support for the applications as proposed.

The lounge endorsements and variance requests, we believe, are not only reasonable but fundamentally necessary to a viable business. We fully support the applicant's endeavour to establish a brewery on the bench and feel strongly that a successful business there is in the best interests of the City of Penticton and the surrounding neighborhood.

We would like to thank the applicant for their vision, courage, and investment in our community and wish them great success.

Thank you

1

Tom and Jeni Keilty
1243 Evans Avenue
Penticton BC V2A 8V1

From: starshine[redacted]
Sent: May 11, 2021 12:02 PM
To: corpadmin <corpadmin@penticton.ca>
Cc: Council <Council@penticton.ca>
Subject: 1220 Davenport Ave. Lounge Endorsement

Caution! This message was sent from outside your organization.

I have left messages for Blake Laven and Audrey Tanguay within the last 2 weeks which have not been returned. I did have an initial conversation with Blake but then wished to have a follow-up call to ask a few more questions regarding the proposed patio size at 1220 Davenport Ave.

As neighbors, we are enclosing the attached to be considered before the Liquor Board and Council at the May 18, 2021 regular meeting. Thank-you for your time and attention – Jo Nichols

RE: 1220 Davenport Patio Size Request

We are neighbors within a close proximity to the new brewery at 1220 Davenport Road and we wish Scott and Nicole success with their new brewery enterprise.
Our initial understanding was that the existing Trail Store was to be an outlet for brewery tastings and to sell product with only a few tables outside, like the surrounding wineries and distillery. We were surprised at the proposal that was posted and as such, we have a few concerns, but hope they can be addressed as follows:

1. **Noise** – we moved here to enjoy the peaceful rural setting. Scott and Nicole indicated to us their intent was to only have a 45 seat capacity patio which we are okay with, so we support an official limit of a 45 seat patio. Without that limit, we are concerned a future owner could increase it to a larger capacity patio that would generate enough noise to affect our enjoyment of our property.
2. **Parking** - there is not enough parking on site to support the maximum capacity of 85 patio plus 20 tasting room patrons. The amount of available on-site parking should determine capacity limits, as Davenport is a steep, narrow street with little spare room for overflow parking on the shoulders of the road and without enforcement, we worry the "No Parking " signs would not be effective. Also, it is not appropriate to pave over ALR land for a large parking lot.
3. **Traffic & Safety** – 1220 Davenport is located where the KVR Trail and Davenport intersect. We are concerned about trail users and the increase in vehicle traffic on Davenport if the 85 plus 20 seat capacity is approved. Many users are families with young children and seniors.
4. **Hours of Operations** – we would like to see the hours of operation be in-line with those of the surrounding winery businesses within ALR lands, which close no later than 6pm with the exception of the occasional special event. As mentioned earlier, this is a peaceful, rural neighborhood. We like to enjoy our rural properties and as such, support business permits that limit the amount of street congestion and noise generated by nearby agri-food businesses.

Therefore, we support the application for the new brewery if appropriate reduced limits to capacity and hours of operation, similar to those of nearby winery businesses, are implemented.

Jo Nichols and Darrell-Lee McKenzie

From: Daisy Kapusta
Sent: Wednesday, May 12, 2021 5:01 PM
To: corpadmin
Subject: Abandoned rail brewing company

Hello
We're just writing a confirmation of our continued support of the new Abandoned Rail Craft Brewery being built along the KVR Trail. We live just above the owners (we are at 961 Naramata Rd., Penticton) The building is looking great and blends into the existing landscape very well! Our views are unaffected! We believe it will be a wonderful alternative/addition to the winery's surrounding the area and tourists and locals will be able to stop along the trail for a beverage and enjoy the scenery! We've lived on the Naramata bench a long time and feel the vibe changing positively!
Kind regards
Ron Humeny
Daisy Kapusta
961 Naramata Rd. Penticton, BC
Sent from my iPad

From: Chris Holler
Sent: Wednesday, May 12, 2021 9:48 PM
To: corpadmin
Subject: Brewery on davenport

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Hello my name is Chris Holler from Poplar Grove Winery. I live at 109 Davenport rd.

I am a neighbour and business owner in the area of the new brewery being built at the trail store. I am in support of this new business and an very excited to have it on the bench.

My only concern is parking up davenport Avenue so our tractors have access to the vineyard. We pay annual lease payment to use the area around the KVR and we don't want that restricted due to increased vehicles parked inhibiting our access to the areas we pay money to access.

Sincerely,

Chris Holler

Subject: 1220 Davenport Road

From: Brent
Sent: May 13, 2021 12:02 PM
To: Audrey Tanguay <audrey.tanguay@penticton.ca>
Cc: Blake Laven <Blake.Laven@penticton.ca>; Nicole Capewell <Nicole.Capewell@penticton.ca>; Kari Tarasoff
Subject: RE: 1220 Davenport Road

Hi Audrey.

After reflecting on our Wednesday zoom meeting, I would like a few more comments included in the council notes please.

I attach a paragraph from the Community impact statement. I want council to know, in writing, that the last time there was any discussion regarding the size and scope of the project with Scott Breier, was in the Fall of 2019 when his proposal was for a small 20 person tasting room and a small patio.

To include this as a current community impact statement that very much implies that we are on board with what the size and scope of the project has become, is false, and we'd like that on record. Also, the distance from my front patio and kitchen window to his 85 person patio is 30m. Scott's measurements, much like his planted acreage, are exaggerated.

Secondly, at the end of the meeting Blake asked us how many patrons we thought is reasonable for the lounge endorsement. I would ask you, Blake, Nicole and each of the councillors to send me their acceptable number of alcohol consuming people (and the resulting traffic and issues) that they would want lingering and lounging in their neighbor's back yard, every day and evening, all summer long.

Blake also mentioned that we should "just go talk to our neighbour" about our concerns. I have spoken to Scott several times over the past year about random neighbourly things, wine tasting, hops, beer, even growing barley. We are literally in our yard all summer long, visible and available. At no time since the Fall of 2019 has Scott taken the initiative to update us on any of his evolving plans. To suggest that the onus should be on us to be neighbourly at this point, is audacious.

I look forward to those responses.

Regards,

Community Impact Statement

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Brent Tarasoff, P.Ag.