



REGIONAL DISTRICT OF CENTRAL OKANAGAN
REGULAR BOARD MEETING
AGENDA

Monday, July 27, 2020
7:00 p.m.
Woodhaven Board Room
1450 K.L.O. Road, Kelowna, BC

Pages

1. CALL TO ORDER

Chair Given acknowledged that this meeting is being held on the traditional territory of the syilx/Okanagan peoples.

2. ADDITION OF LATE ITEMS

3. ADOPTION OF THE AGENDA

(All Directors - Unweighted Corporate Vote - Simple Majority - LGA 208.1)

Recommended Motion:

THAT the agenda be adopted.

4. ADOPTION OF MINUTES

4.1 Regional Board Meeting Minutes - July 9, 2020

4 - 8

(All Directors - Unweighted Corporate Vote - Simple Majority - LGA 208.1)

Recommended Motion:

THAT the Regional Board meeting minutes of July 9, 2020 be adopted.

5. CORRESPONDENCE

5.1 Okanagan Basin Water Board Meeting Highlights

9

(All Directors - Unweighted Corporate Vote - Simple Majority - LGA 208.1)

Recommended Motion:

THAT the Okanagan Basin Water Board meeting highlights of July 9, 2020 be received for information.

6. FINANCIAL SERVICES

6.1 Purchase Commitments > \$100,000 during 2Q 2020

10 - 11

(All Directors - Unweighted Corporate Vote - Simple Majority - LGA 208.1)

Recommended Motion:

THAT the Regional Board, as per section 4.6 of the RDCO Purchasing Policy, receive for information the report dated July 20, 2020 on purchase commitments which exceeded \$100,000 made during the second quarter of 2020.

7. COMMUNITY SERVICES

7.1 Development Variance Permit (VP-20-02) for M. & L. Smith

12 - 40

9668 Houghton Road, Central Okanagan West Electoral Area

To allow a reduction of the minimum front setback and to allow an accessory building in the required front setback.

(Custom Vote - Electoral Areas - 1 Director, 1 Vote)

Chair to ask if there is anyone in the gallery affected by the variance.

Recommended Motion:

THAT the Regional Board approve Development Variance Permit Application VP-20-02 to vary the following provisions of Zoning Bylaw No. 871 based on the site plan by Advanced Surveying Ltd:

- Section 3.17.5 by allowing one accessory building in the required front setback.
- Section 6.5.4 by allowing a reduction of the minimum front setback from 6.0 m (19.7 ft.) to 1.0 m (3.28 ft.) to permit one accessory building.

8. PARK SERVICES

8.1 License of Occupation Agreement - City of Kelowna Transit Stops at Mission Creek Regional Park

41 - 57

(All Directors - Weighted Vote - Majority - LGA 210.2)

Recommended Motion:

THAT the Regional Board approves providing a 5-Year Licence of Occupation to the City of Kelowna for the renewal of an existing transit stop and construction and operation of 3 Transit/Shelters over 3 portions of Mission Creek Regional Park as identified in the attached license document along Springfield Road for a 5-Year term.

9. NEW BUSINESS

9.1 UBCM - Community Excellence Awards Application

58 - 64

(All Directors - Unweighted Corporate Vote - Simple Majority - LGA 208.1)

Recommended Motion:

THAT the Regional Board approves submitting an application under the Union of BC Municipalities – 2020 Community Excellence Awards under the category of Excellence in Sustainability for the Regional Floodplain Management Plan.

10. DIRECTOR ITEMS

11. ADJOURN

Minutes of the *REGIONAL BOARD MEETING* of the Regional District of Central Okanagan held at the Regional District offices, 1450 KLO Road, Kelowna, B.C. on Thursday, July 9, 2020

Directors: J. Baker (District of Lake Country)
M. Bartyik (Central Okanagan East Electoral Area)
C. Basran (City of Kelowna)
W. Carson (Central Okanagan West Electoral Area)
M. Singh, alternate for M. DeHart (City of Kelowna)
C. Fortin (District of Peachland) (*attended electronically*)
G. Given (City of Kelowna)
C. Hodge (City of Kelowna)
S. Johnston (City of West Kelowna)
G. Milsom (City of West Kelowna)
L. Stack (City of Kelowna) (*attended electronically*)
L. Wooldridge (City of Kelowna)
J. Coble (Westbank First Nation) (*attended electronically*)

Absent: B. Sieben (City of Kelowna)

Staff: B. Reardon, Chief Administrative Officer
J. Foster, Director of Communication & Information Services
M. Rilkoﬀ, Director of Financial Services (*attended electronically*)
M. Drouin, Manager-Corporate Services (recording secretary)

1. CALL TO ORDER

Chair Given called the meeting to order at 10:35 a.m.

The meeting is being held on the traditional territory of the syilx/Okanagan Peoples.

Roll call was taken as some board members were in attendance electronically due to physically distancing for COVID-19 pandemic.

2. ADDITION OF LATE ITEMS

There were no late items for the agenda.

3. ADOPTION OF THE AGENDA

(All Directors - Unweighted Corporate Vote - Simple Majority - LGA 208.1)

#115/20 BASRAN/MILSOM

THAT the agenda be adopted.

CARRIED Unanimously

4. ADOPTION OF MINUTES

- 4.1 Regional Board Meeting Minutes – June 22, 2020 (*All Directors - Unweighted Corporate Vote - Simple Majority - LGA 208.1*)

#116/20 BAKER/HODGE

THAT the Regional Board meeting minutes of June 22, 2020 be adopted.

CARRIED Unanimously

- 4.1 Public Hearing Minutes - June 22, 2020 (*All Directors - Unweighted Corporate Vote - Simple Majority - LGA 208.1*)

#117/20 WOOLDRIDGE/BAKER

THAT the Public Hearing minutes of June 22, 2020 be received.

CARRIED unanimously

5. CORPORATE SERVICES

- 5.1 North Westside Community Association - Request for Support (*All Directors - Unweighted Corporate Vote - Simple Majority - LGA 208.1*)

Staff report outlined the Board's discussion at the June 22, 2020 Regional Board meeting and their request to bring forward staff's report of January 15, 2018 – North Westside Services Community Issues Report – Next Steps.

A letter of support would go to the Community Association as it is the Association that would contact the Province to request a restructure grant.

#118/20 HODGE/BARTYIK

THAT the Regional Board receive the June 24, 2020 CAO report entitled NWCA Request for Letter of Support for a Provincial Restructure Planning Grant;

AND FURTHER THAT the Regional Board approve the North Westside Community Association request for a letter of support for a Provincial Restructure Planning Grant.

CARRIED unanimously

Discussion ensued regarding EcoPlan International report considerations regarding improved communication: One,

- Clarify expectations and constraints on information provided by RDCO staff and requested by the public;
- Clarify the role of the Electoral Area Director in community/regional district relations

Two,

- Establish a platform or channel for regular dialogue between North Westside residents and the RDCO.

#119/20 MILSOM/WOOLDRIDGE

THAT the Regional Board proceed with considerations 1 and 2 in the EcoPlan International report of October 13, 2017 and direct staff to formulate an approach to develop a communication strategy and advance workplans and budget submissions for 2021 and 2022.

CARRIED unanimously

6. FINANCIAL SERVICES

- 6.1 2019 Final RDCO Audit Report - M. Rilkoff, Director of Financial Services and BDO Auditor, Markus Schrott (*All Directors - Unweighted Corporate Vote - Simple Majority - LGA 208.1*)

Staff report outlined that the BDO auditors have completed their final audit for year ended December 31, 2019.

M. Schrott, BDO auditor, reviewed the audit opinion and report. The auditor noted that in their opinion, the financial statements present fairly, in all material respects, the financial position of the Regional District as at December 31, 2019 and the results of its operations, changes in its net financial assets, and its cash flows for the year then ended in accordance with Canadian Public Sector accounting standards.

#120/20 BAKER/MILSOM

THAT BDO's Regional District of Central Okanagan Final Audit Report for the year ended December 31, 2019 be received.

CARRIED unanimously

- 6.2 RDCO Financial Audited Statements - Year Ended December 31, 2019 – Approval - M. Rilkoff, Director of Financial Services and BDO Auditor, Markus Schrott (*All Directors - Unweighted Corporate Vote - Simple Majority - LGA 208.1*)

Staff report outlined the financial audited statements for year ended December 31, 2019 are presented for consideration. In the opinion of the auditors, the financial statements present fairly, in all material respects.

Director Hodge left the meeting at 11:25 a.m.

#121/20 BAKER/BASRAN

THAT the Regional District of Central Okanagan Financial Statements – year ended December 31, 2019 be approved.

CARRIED unanimously

- 6.3 RDCO 2020-2024 Financial Plan Amendment Bylaw No. 1460,
1st, 2nd and 3rd Reading and Adoption (All Directors -
Weighted Corporate Vote - LGA 210.1)-(LGA 214) 2/3 Majority)

Staff report dated June 29, 2020 outlined amendments to 14 cost centres. Staff outlined the various adjustments.

Director Hodge returned at 11:27 a.m.

Directors Basran & Johnston left the meeting at 11:30 a.m.

#122/20 BAKER/MILSOM

THAT Regional District of Central Okanagan 2020 – 2024 Financial Plan Amendment Bylaw No. 1460, 2020 be given first, second and third readings and adopted.

AND THAT the Regional Board approves the use of \$42,260 of Gas Tax – Community Works Funds to complete the Joe Rich & Ellison Community Hall roofing project as reflected in the RDCO 2020-2024 Five-Year Financial Plan Amendment Bylaw No. 1460, 2020.

CARRIED unanimously

7. NEW BUSINESS

- 7.1 Rise & Report - Governance & Services Committee Meeting - July 9, 2020

There were no issues to rise and report.

8. DIRECTOR ITEMS

There were no resolutions for Board consideration.

9. ADJOURN

There being no further business the meeting was adjourned at 11:45 a.m.

CERTIFIED TO BE TRUE AND CORRECT

G. Given (Chair)

Brian Reardon (Chief Administrative Officer)



Okanagan Basin
WATER BOARD

BOARD REPORT: July 9, 2020

1450 KLO Road, Kelowna, BC V1W 3Z4

P 250.469.6271 F 250.762.7011

www.obwb.ca

OBWB Directors

Sue McKortoff - Chair,
Regional District of Okanagan-Similkameen

Cindy Fortin - Vice-Chair,
Regional District of Central Okanagan

Victor Cumming, Regional
District of North Okanagan

Rick Fairbairn, Regional
District of North Okanagan

Bob Fleming, Regional District
of North Okanagan

James Baker, Regional
District of Central Okanagan

Colin Basran, Regional District
of Central Okanagan

Toni Boot, Regional District of
Okanagan-Similkameen

Rick Knodel, Regional District
of Okanagan-Similkameen

Chris Derickson, Okanagan
Nation Alliance

Bob Hrasko, Water Supply
Association of B.C.

Denise Neilsen, Okanagan
Water Stewardship Council

The next regular meeting of
the OBWB will be 10 a.m.
Friday, Sept. 4, 2020.
Location to be determined.

Okanagan Basin Water Board Meeting Highlights

Directors take deep dive into invasive mussel issue: OBWB's Board of Directors heard from the top placing B.C. AquaHacking Challenge team, Ozero, which has developed a ballast washing system to fight invasive zebra and quagga mussels. The challenge, hosted by the OBWB, was aimed at recruiting young professionals to help address critical B.C. water issues. The team will be piloting its program this summer in their home province of Quebec where the mussels are established and hope to roll it out in other regions soon after. Although, as far as we know, B.C. does not have the mussels, the project could be one more important tool in preventing and containing the spread of the mussels. Learn more about Ozero's project in this video <https://bit.ly/2ZNng9q> (clip start at 1:09:55). The board also agreed to send a letter to the B.C. government calling for 'pull-the-plug' legislation, and follow up with the federal government regarding efforts to contain and prevent the mussels' spread. Previous calls for action to both governments can be found at dontmoveamussel.ca/in-the-news/.

Don't Move A Mussel campaign goes virtual: In response to COVID-19 and with less in-person outreach, the OBWB's Okanagan WaterWise program has been developing online materials as part of its *Don't Move A Mussel* campaign, helping raise awareness and promote protection of B.C. waters. New posters, fact sheets, a 'Proud partner in Don't Move A Mussel' web badge, social media graphics, boat inspection checklist, postcards, and more are available at www.DontMoveAMussel.ca. The campaign is being promoted using online advertising, radio, billboards and buses. Water-recreation related businesses, yacht clubs, marinas and others will also be contacted directly.

Potential water pollution with development prompts Water Board letter: In response to a request for input from the Regional District of Okanagan Similkameen (RDOS), Directors agreed to send RDOS a letter regarding potential water issues arising from a lakefront development. Issues noted include potential nutrients from water and wastewater pollution stimulating aquatic weed and algae growth. They also noted risks from developing in a floodplain, raising issues around vehicle contaminants entering the lake if there is a flood.

OBWB - Okanagan Nation Alliance renew water monitoring partnership: The board approved a contract with Okanagan Nation Alliance to continue to provide hydrometric monitoring on nine streams identified as significant in the valley (Shorts, McDougall, Whiteman, Mission, Upper Vernon, Equisis, Nashwito, Coldstream and Darke Creeks). The work will include determining stream flow over time, providing valley water managers with better data to ensure the needs for domestic, agriculture, fish and other ecosystem needs.

Financial Statements adopted: Directors approved the OBWB's Audited Financial Statements for 2019-20. OBWB's programs include Aquatic Weed (milfoil) Control, Sewage Facilities Assistance Grants and the Water Management Program (WMP). The statements will be included in the Water Board's Annual Report to be released at the end of August.



Regional Board Report

TO: Regional Board

FROM: Marilyn Rilkoff
Director of Financial Services, Deputy CAO

DATE: July 20, 2020

SUBJECT: Information Report – Purchase Commitments >\$100,000 during 2Q 2020

Voting Entitlement: All Directors – Unweighted Corporate Vote – Simple Majority – LGA 208.1

Purpose: To report all purchase commitments exceeding \$100,000 during 2Q 2020 in accordance with section 4.6 of the Board's Purchasing Policy.

Executive Summary:

Those purchase commitments exceeding \$100,000 made during 2Q 2020 were as follows:

Contract:	Contract Awarded To:	Contract Value (excluding taxes):	Competitive Process Followed:
Major Bridge Maintenance (#R20-522)	Pacific Ropes Contracting Ltd	\$149,999	Public Request for Proposals
Picnic Shelter & Playground Replacements (Lots #1 & #2 - Westshore Estates, Traders Cove, and Raymer Bay Picnic Shelters) (#R20-523)	First Peak Contracting Ltd	\$235,150	Public Request for Proposals
Picnic Shelter & Playground Replacements (Lot #3 - Traders Cove and Bertram Creek Playgrounds) (#R20-523)	Cabin Forestry Services Ltd	\$142,986	Public Request for Proposals
Residential Hazardous Waste Services (R20-530)	Matichuk Holdings Ltd	\$1,166,148 (Total 5-Year Contract Price 2020-2025)	Public Request for Proposals

Note: details on all RDCO Purchasing public competitive processes are available publicly at our 'Bids&Tenders' purchasing portal: <http://rdco.bidsandtenders.ca>

RECOMMENDATION:

THAT the Regional Board, as per section 4.6 of the RDCO Purchasing Policy, receive for information the report dated July 20, 2020 on purchase commitments which exceeded \$100,000 made during the second quarter of 2020.

Respectfully Submitted/Approved for Board Consideration:



Marilyn Rilkoff
Director of Financial Services

Prepared by: Andy Brennan, Purchasing Consultant – The Interior Purchasing Office Inc.



Regional Board Report

TO: Regional Board

FROM: Todd Cashin
Director of Community Services

DATE: July 27, 2020

SUBJECT: Development Variance Permit (VP-20-02)
M. & L. Smith, 9668 Houghton Road
Central Okanagan West Electoral Area

Voting Entitlement: *Custom Vote – Electoral Areas & West Kelowna – 1 Director, 1 Vote*

Purpose: To consider issuance of a Development Variance Permit to allow a reduction of the minimum front yard setback and to allow an accessory building in the required front setback.

Executive Summary:

The proposed setback for the accessory building is less than permitted under Zoning Bylaw No. 871; therefore, a Development Variance Application has been submitted. Due to various site constraints and natural topography of the parcel, the owners rationalize that the variance is required in order to maximize the availability of the level portion of the property.

Letters of support have been received, and no concerns have been identified from agencies or RDCO staff regarding the application. The applicants have obtained the required permit to reduce building setback from Houghton Road from the Ministry of Transportation and Infrastructure. Should the Development Variance Permit be issued by the Regional Board, provisions of the Wildfire Interface Development Permit Area guidelines of the Rural Westside Official Community Plan will be applicable.

RECOMMENDATION:

THAT the Regional Board approve Development Variance Permit Application VP-20-02 to vary the following provisions of Zoning Bylaw No. 871 based on the site plan by Advanced Surveying Ltd:

- Section 3.17.5 by allowing one accessory building in the required front setback.
- Section 6.5.4 by allowing a reduction of the minimum front setback from 6.0 m (19.7 ft.) to 1.0 m (3.28 ft.) to permit one accessory building.

Respectfully Submitted:



Todd Cashin
Director of Community Services

Approved for Board's Approval



Brian Reardon, CAO

Prepared by: Danika Dudzik, Senior Planner

Implications of Recommendation:

Strategic Plan:	Development Variance Permits provide options/solutions to address building/location issues provided there are no negative impacts (visual, health and safety) to neighbouring residents which is supported the Regional Board Strategic Priorities 2019-2022 with respect to "Sustainable Communities".
Policy:	The application was submitted and processed in accordance with Requirements of RDCO Development Applications Procedures Bylaw No. 944.
Legal/Statutory Authority:	In accord with Section 498 of the <i>Local Government Act</i> , on application by an owner of land, a local government may, by resolution, issue a development variance permit that varies, in respect of the land covered in the permit, the provisions of a bylaw. A development variance permit must not vary the use or density of land from that specified in the bylaw and a local government may not delegate the Issuance of a permit.

Background:

The subject property is currently developed with a single detached house and various accessory structures which were constructed prior to the purchase of the parcel by the current owners in 2006.

The owners intend to construct a 67.6 m² (728 ft²) accessory building; garage with a second floor and wheelchair accessible bathroom. The proposed garage would replace the existing accessory structures including a shed, chicken coop, garden, temporary structure and dog run. A recent survey identified that a portion of the shed and area currently utilized is located within the road right-of-way.

With the information from the survey, the owners plan to locate the proposed garage entirely on private property however, in order to permit the siting of the accessory building, a Development Variance Permit is required. The applicants have obtained the required permit to reduce the building setback from Houghton Road from the Ministry of Transportation and Infrastructure

The owners rationalize that the variance is required due to various site constraints and natural topography of the parcel. The area behind the current driveway is steep and does not present a suitable build site. The location of the proposed building would allow for a walkout second floor; allowing ease of access to the entrance of the house. The owners require extra space and have indicated that the house is not suitable for an addition. They also believe that the proposal will improve the overall appearance of the property.

Historically, setback variances have been evaluated and assessed based on site specific conditions and on input received from affected neighbouring property owners. From 2009-2019, the Regional Board approved seven Development Variance Permits to allow reductions in the minimum front setback at various locations within Killiney Beach; along Winchester Road. Similar to the properties along Winchester Road, hillside constraints impact the development potential of the subject property.

Site Context:

The subject property is located adjacent to Houghton Road, in the vicinity of Killiney Beach within Central Okanagan West Electoral Area. The parcel is affected by provisions of the Rural Westside Official Community Plan (OCP) and a number of Development Permit Areas. The landowners will be required to address applicable Development Permit provisions of the OCP in conjunction with the building permit process.

Additional Information:

Owners/Applicants:	M. & L. Smith
Legal Description:	Lot 72, District Lot 3910, ODYD, Plan 21925
Address:	9668 Houghton Road
Lot Size:	+/- 0.46 acres
Zoning:	RU5 Small Lot Country Residential
OCP Designation:	Residential – Low Density
Sewage Disposal:	Septic System
Water Supply:	Killiney Beach
Existing Use:	Rural Residential
Surrounding Uses:	North: Crown land South: Rural Residential East: Houghton Road / Rural Residential West: Rural Residential (Vacant)
A.L.R.:	Not within the A.L.R.
Fire Protection:	North Westside Road Fire Protection Area

RDCO TECHNICAL COMMENTS:

Planning Services staff advise that the subject property is affected by Development Permit Areas (DPAs) for the protection of the natural environment or protection of development from hazardous conditions, including Wildfire Hazard, Rural Hillside, and Sensitive Aquatic.

As per the 2016 Killiney Beach Environmental Assessment (EA) completed by Ecoscape Environmental Consultants Ltd., the north-western portion of the parcel is recommended as a sensitive terrestrial area consisting of coniferous woodlands and broadleaf forest ecosystems. The EA also concluded that the watercourse identified on the Terrain Resource Inventory Mapping (TRIM) along the north-eastern portion of the subject property is not physically present and no aquatic resources were noted.

As the proposed development will remain outside of the sensitive areas and away from the hillside, a Development Permit is not required. However, to address the provisions of the Wildfire Interface DPA, plans for construction must show compliance with the “*Wildfire Interface Development Permit Design Guidelines*” of the Rural Westside OCP. Further, a restrictive covenant must be registered on the title of the property in conjunction with the building permit

process in order to ensure that future property owners are aware of, and obligated to the wildfire hazard reduction measures.

Inspection Services staff advise that should a Development Variance Permit be approved; a building permit is required for the proposed garage which must conform to the Building Bylaw and BC Building Code and is to include details on proposed servicing.

Inspections staff further advise:

- The existing accessory structures meet applicable RDCO bylaws.
- Based on the size or temporary nature of the existing accessory structures, a demolition permit prior to the removal of these structures will not be required.
- Based on the definition of height in Zoning Bylaw No. 871, the proposed accessory building will comply with the maximum building height for the RU5 Small Lot Country Residential zone as the subject property slopes upward from Houghton Road.
- The RU5 Small Lot Country Residential zone does not permit a secondary suite or accessory home. Further, there is no provision in Zoning Bylaw No. 871 for a carriage home. The accessory building shall not be used for residential purposes.

Central Okanagan West Advisory Planning Commission (APC) recommends that the application be supported as presented.

Anecdotal Comments:

- Concern with excessive size of the proposed accessory building and support a smaller footprint that potentially would eliminate the need for a variance.
- Subsequent to the development of the accessory building, Building Inspector to conduct ongoing site inspections to ensure compliance with the use (6 months to 1 year later). Concerns that the building will become an additional dwelling unit.
- Consider relocation of the garage doors to access off of the existing gravel driveway instead of Houghton Road.
- Concerns regarding potential drainage issues. Ensure proper drainage is installed through the development of the accessory building (ie: drain tile).

Unaffected RDCO Departments include Fire Services, Engineering Services, and Parks Services.

AGENCY REFERRAL COMMENTS:

Ministry of Transportation and Infrastructure staff advises that there are no concerns with the proposal, and have issued a Permit to Reduce Building Setback Less Than 4.5 Metres from the Property Line Fronting a Provincial Public Highway (Permit No. 2020-02668).

Interior Health Authority staff advises site constraints are also restrictive regarding the area available for onsite sewage disposal. There are no concerns with the proposal however, it is recommended that prior to the construction of the proposed building, the applicant confirm that it will not interfere with the existing onsite septic system and future backup septic area.

Unaffected Agencies include Fortis B.C.

External Implications:

In accord with the *Local Government Act* and the Development Applications Procedures Bylaw No. 944, a Notice of Application sign was posted on the property and written notices were

mailed to all registered property owners of land situated within 100 metres of the subject property. A total of 19 letters were mailed to neighbouring property owners.

Further to the notification process, at time of writing this report, seven letters of support have been received for this application; two of these are from owners of adjacent properties. The remainder of the letters of support were from residents throughout Killiney Beach.

In consideration of the Development Variance Application, the Regional Board may approve the Development Variance Permit, not approve the Development Variance Permit or defer a decision pending more information or clarification. Should the Board choose not to support the staff position, the following alternate recommendation is provided.

Alternative Recommendation:

THAT Development Variance Permit Application VP-20-02 for 9668 Houghton Road be denied.

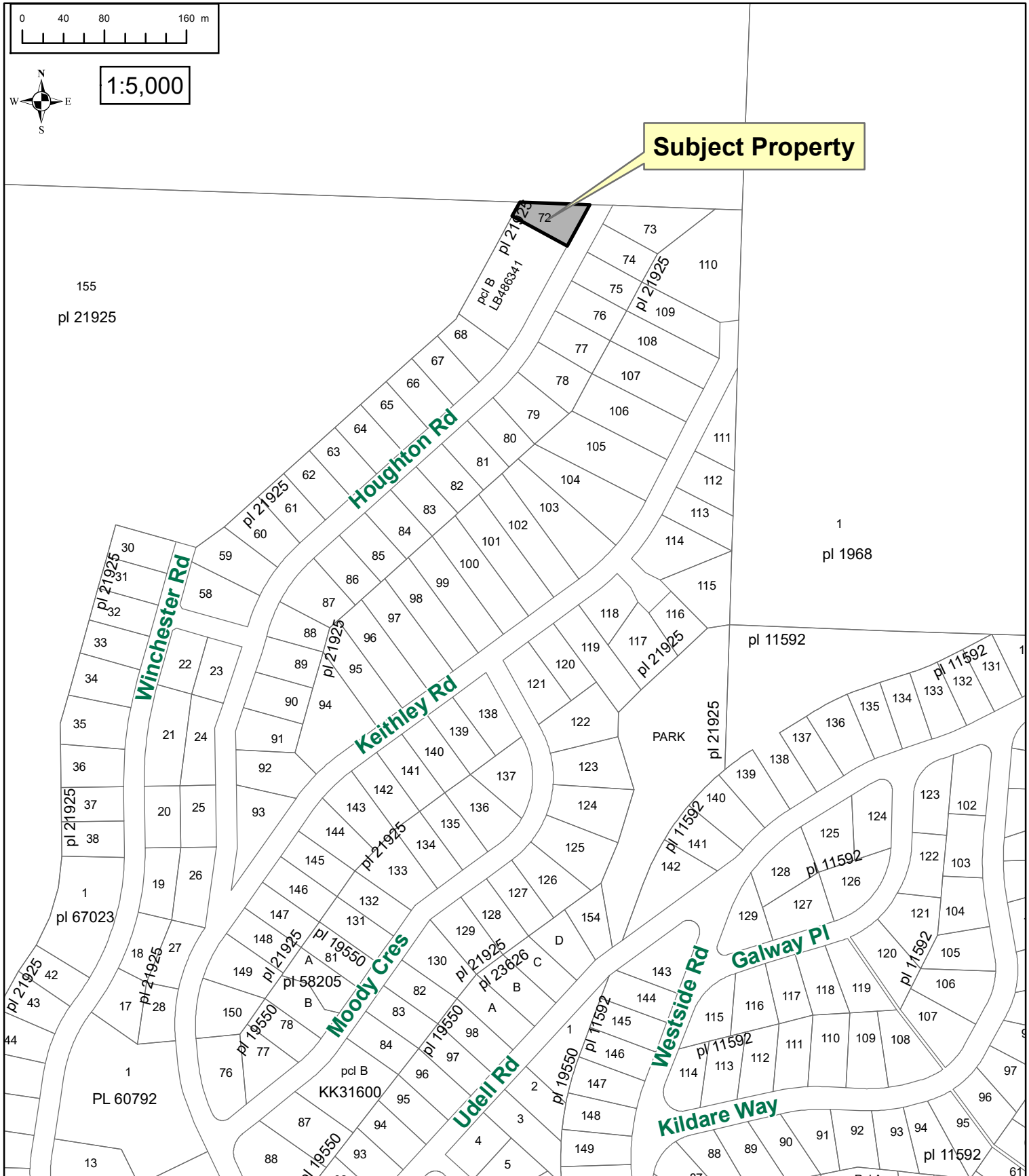
Considerations not applicable to this report:

- *General*
- *Organization*
- *Financial*

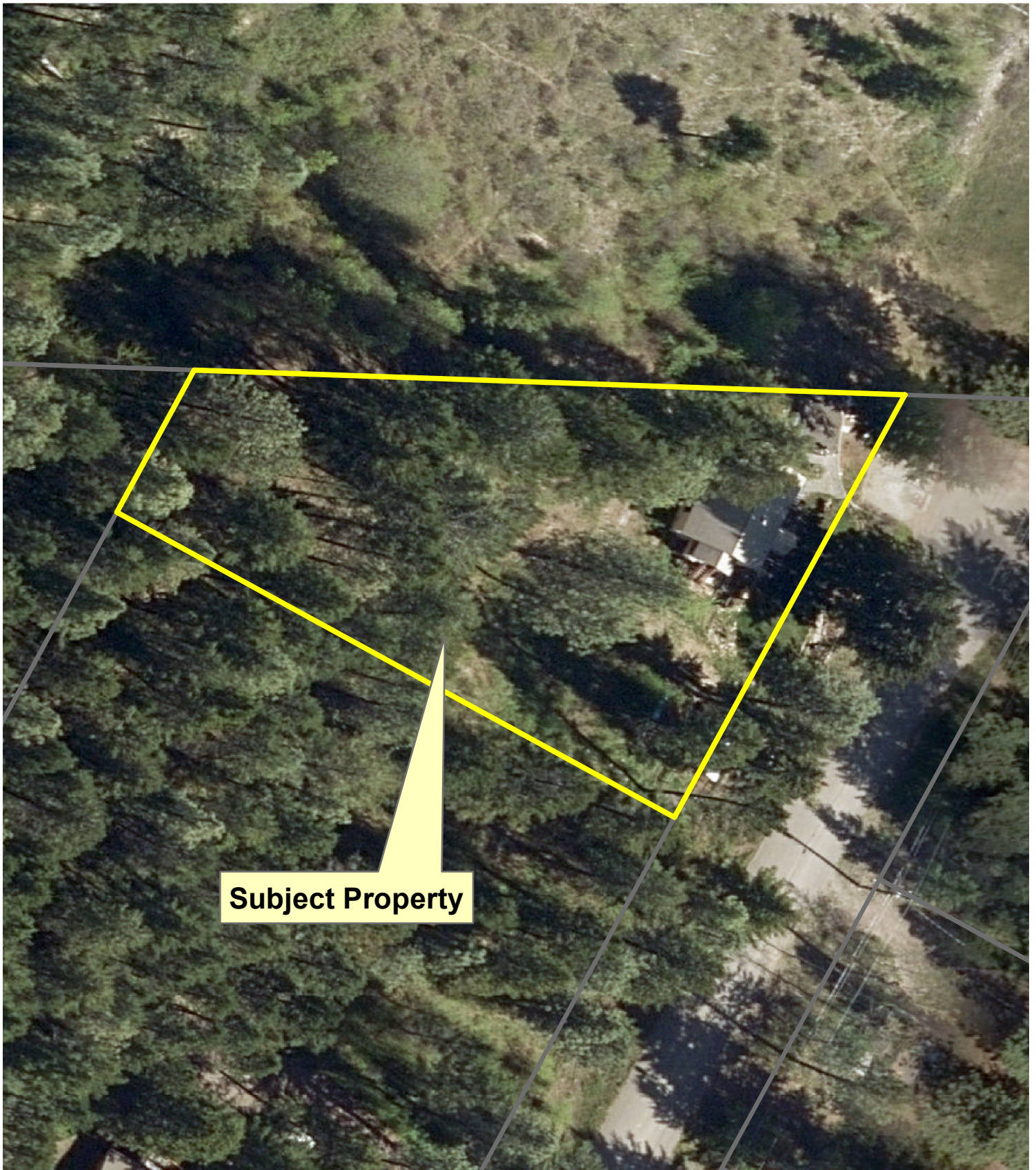
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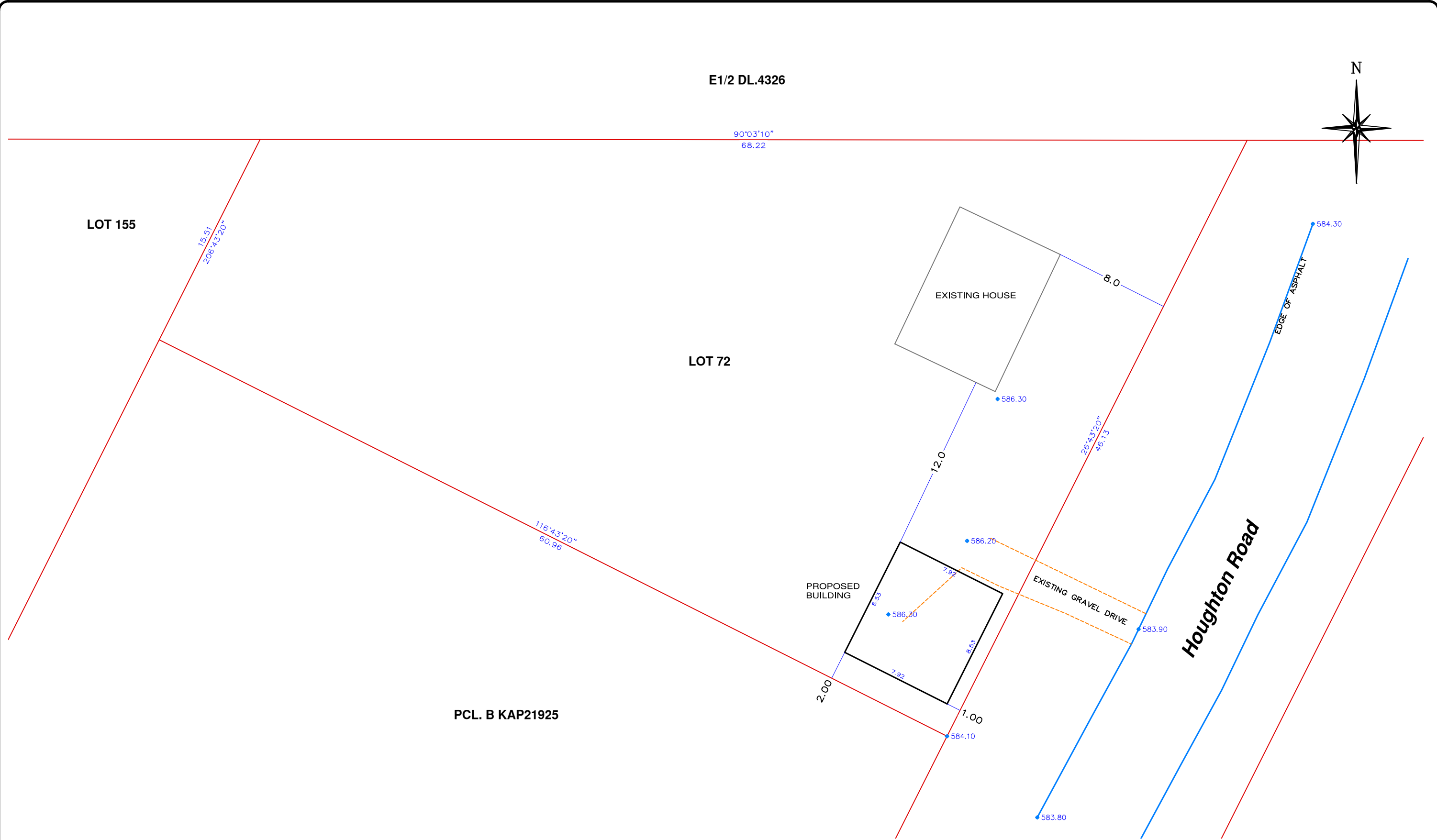
- Subject Property and Orthophoto Maps
- June 17, 2020 Site Plan prepared by Advanced Surveying Ltd.
- Site Plan Current and Proposed
- Building and Elevation Drawings
- Letters of Support

SUBJECT PROPERTY



ORTHOPHOTO





LEGEND

CABLE TV

GAS

SAN. SEWER

STORM SEWER

U.G. ELECTRICAL

U.G. TELEPHONE

CB

HYD

WV

LS

CATCH BASIN

HYDRANT

WATER VALVE

LAMP STANDARD

MANH

PP

CS

IC

MANHOLE

POWER POLE

CURB STOP – WATER SHUT OFF

SANITARY INSPECTION CHAMBER

02	06/17/20	BMC	SHOWING DISTANCES TO EX. HOUSE	
01	06/05/20	BMC	REVISED PROPOSED BUILDING LOCATE	
00	05/31/20	BMC	ISSUED TO CLIENT	
No.	MM/DD/YY DATE	BY	REVISION	Chk'd

2.5

0

1.25

2.5

5

7.5

10

12.5

1 : 250

LEGAL:

LOT 72, DISTRICT LOT 3910, O.D.Y.D.,

PLAN KAP21925

PID NO. 007-156-499

9668 HOUGHTON ROAD, VERNON, BC

DRAWN	BMC
JOB NO.	20-191
FILE	20-191C3D
DATE	MAY 2020
SCALE	1:250

ADVANCED SURVEYING LTD.

3396 SEXSMITH ROAD, KELOWNA

TEL 250.765.4600

bret@advancedsurveying.ca

LARA SMITH

9668 HOUGHTON ROAD

SITE PLAN

DRAWING NO.

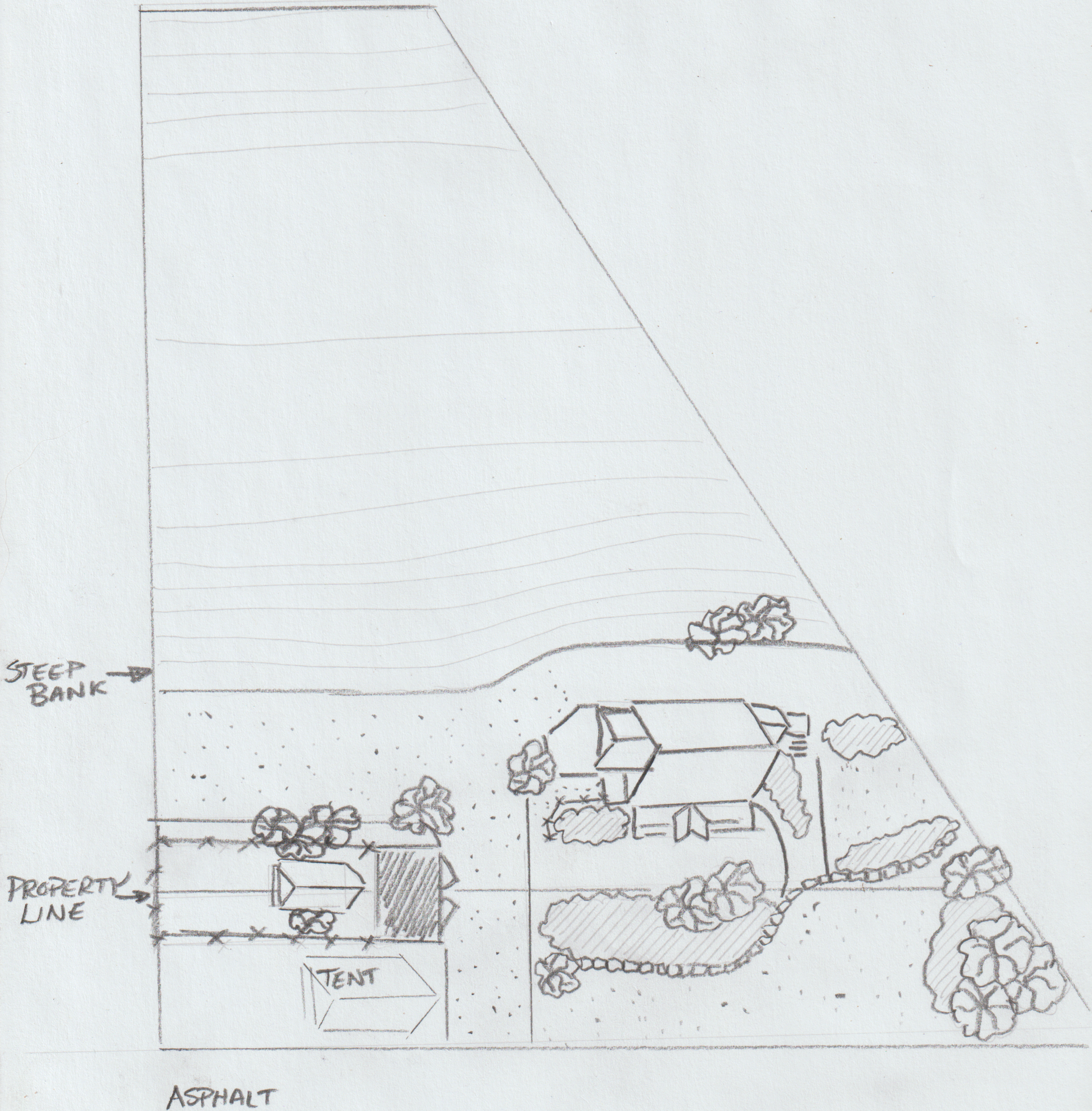
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REV. NO.

02

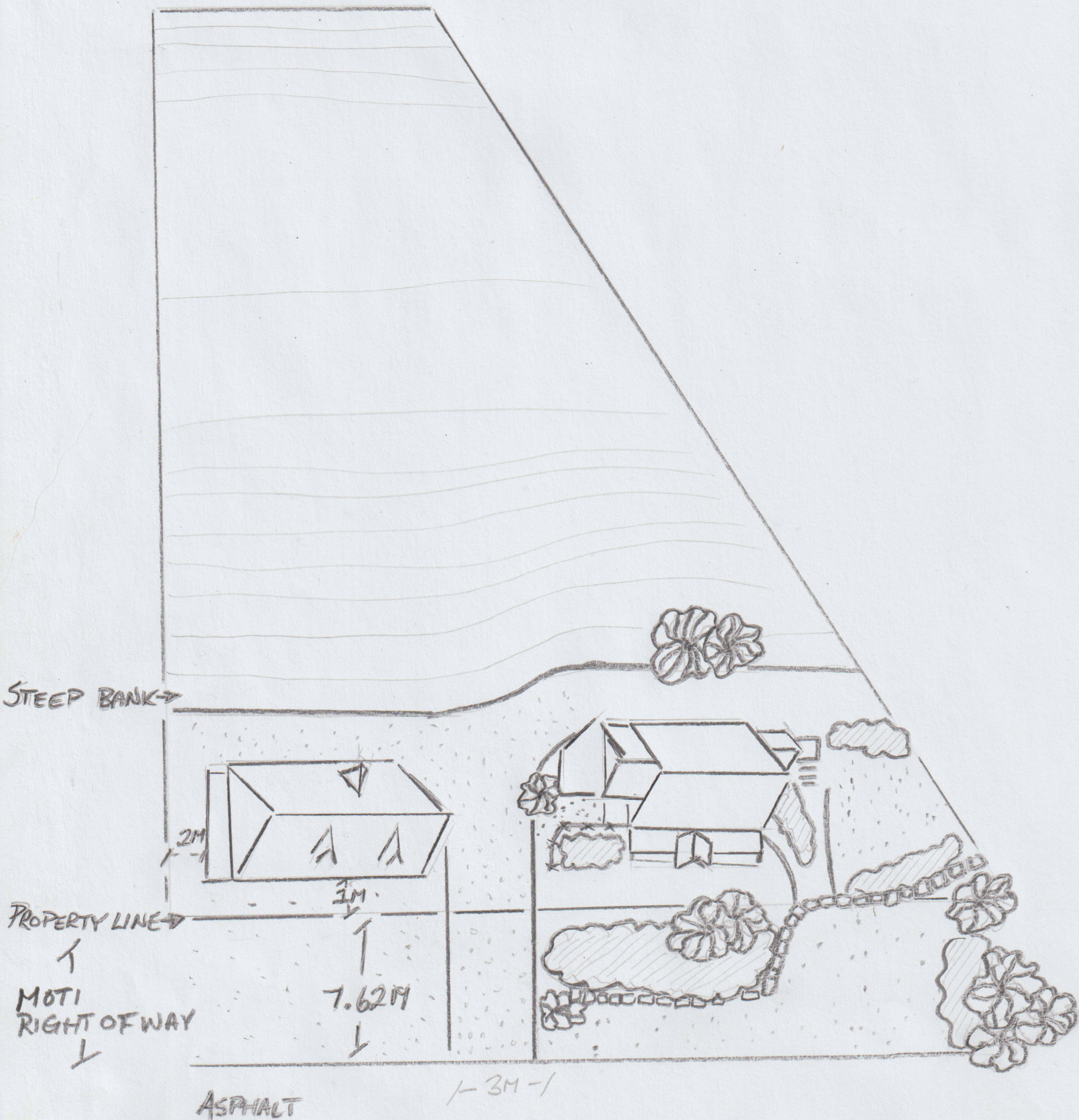
CURRENT

9668 HOWGHTON RD
VERNON BC



PROPOSED

9668 HOUGHTON RD
VERNON BC





TWO-CAR LOFT GARAGE 28' X 26'



Free Standing Garage with Loft

28' W x 26' D x 8'-1" H

Standard Package Includes:

All framing materials, engineered roof trusses, asphalt shingles, sectional steel overhead doors, windows, insulated walk-in doors with locksets, and all hardware. Cutting and assembly required.

Concrete not included. Check with local building official prior to construction.

Shown with optional vinyl siding, rain goods and soffit and fascia packages.

Plans are in accordance to National Building Code Requirements

Special Drawings and approvals to suit local municipal by-law remain the responsibility of the owner

These plans could show components or product that may not be included in your material package.

Product may vary due to regional availability. See local dealer for details.



Home

building centre

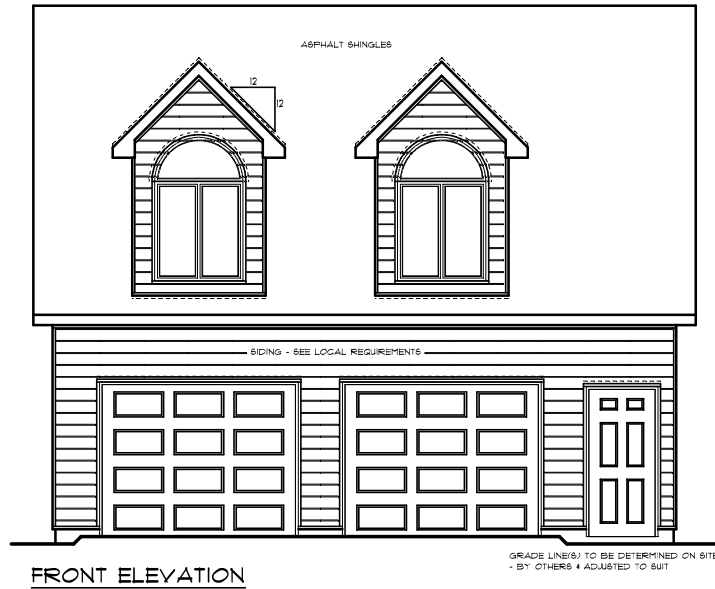
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Here's How.

DISCLAIMER

Disclaimer: All DIY projects involve risk. Your tools, materials, and skills will vary, as will the conditions at your project site. Home Hardware has made every effort to be complete and accurate in the working drawings and instructions provided. Home Hardware denies any responsibility or liability for damages or losses sustained or incurred in the course of your project or in the use of the item you create. Always follow the manufacturer's operating instructions in the use of tools, check and follow your local building codes, and observe all commonly accepted safety precautions. Check with your local building official and by-law office before purchase. Special drawings and approvals to suit local municipal by-laws remain the responsibility of the owner. Project pricing may vary due to local conditions, by-laws and building code requirements. Projects include basic materials, fasteners and plans and require some cutting and assembly. Concrete, light fixtures and accessories are not included. Products may not be exactly as shown. Sizes for all products are approximate. We install at participating stores. See Home Store Owner or store staff for details.



IMPORTANT NOTE

HOME HARDWARE STORES LIMITED DOES NOT ASSUME LIABILITY FOR ANY ERRORS OR OMISSIONS ON THIS PLAN, UNLESS SUBMITTED IN WRITING IN CONJUNCTION WITH THE "BLUEPRINT FREEDOM INSPECTION" FORM DESCRIBING SUCH ERRORS OR OMISSIONS PRIOR TO COMMENCEMENT OF CONSTRUCTION.

HOME HARDWARE STORES LIMITED SHALL NOT BE RESPONSIBLE FOR ANY DEPARTURE FROM THESE DRAWINGS ADVISED BY ANY BUILDING CONTRACTOR OR PROFESSIONAL CONSULTANT AT ANY TIME PRIOR TO OR DURING CONSTRUCTION. FURTHER, ANY SUCH DEVIATION OR CHANGES TO THESE PLANS NULLIFIES ANY RESPONSIBILITY THAT HOME HARDWARE STORES LIMITED MAY HAVE WITH RESPECT TO THIS PLAN OR CONSEQUENT CONSTRUCTION. RESALE OF THESE DRAWINGS ARE STRICTLY PROHIBITED.

BUILDING CONTRACTOR TO VERIFY ALL DIMENSIONS BEFORE PROCEEDING. DIMENSIONS ALWAYS TAKE PRECEDENCE OVER SCALED DIMENSIONS. ALL CONSTRUCTION SHALL COMPLY WITH PART 9 OF THE NATIONAL BUILDING CODE OF CANADA.

DESIGN LOADS

FLOOR LOADS:
 LIVE LOAD • 40 P.S.F.
 DEAD LOAD • 12 P.S.F.
 TOTAL FLOOR LOAD • 52 P.S.F.

ROOF LOADS:
 LIVE LOAD • 45 P.S.F.
 DEAD LOAD • 15 P.S.F.
 TOTAL ROOF LOAD • 60 P.S.F.

SOIL BEARING CAPACITY:
 MINIMUM ALLOWABLE SOIL BEARING CAPACITY TO BE 15 KPA (10.9 PSF)

BY OWNER

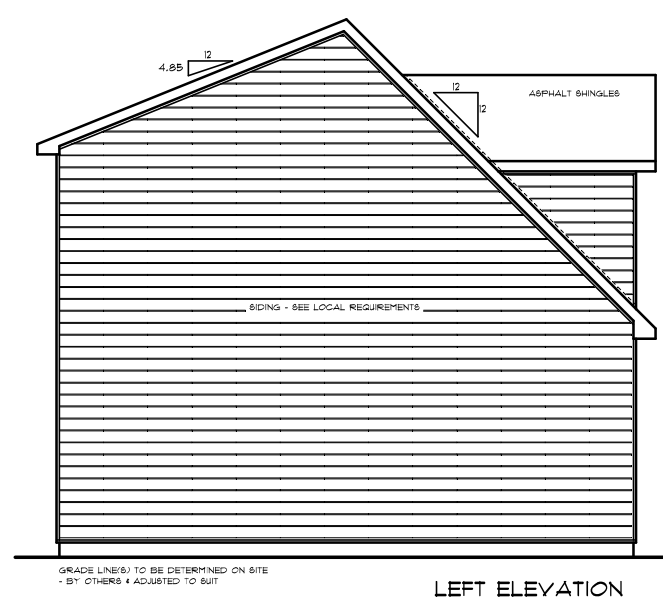
- ALL CONCRETE & IRON RAILINGS
- PARKING
- BRICK FACE & ACCESSORIES
- MECHANICAL SYSTEMS
- ELECTRICAL SYSTEMS
- FOUNDATION DRAINAGE LAYER (AS REQUIRED)


DRIP CAP FLASHING

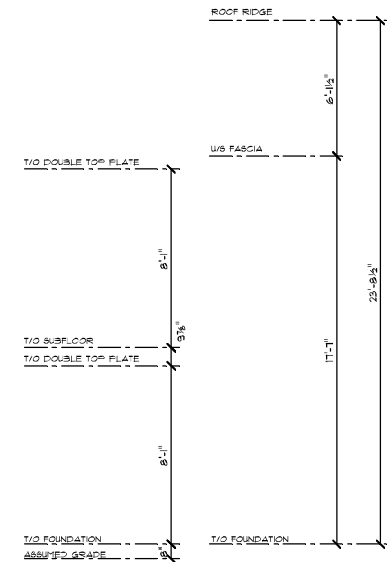
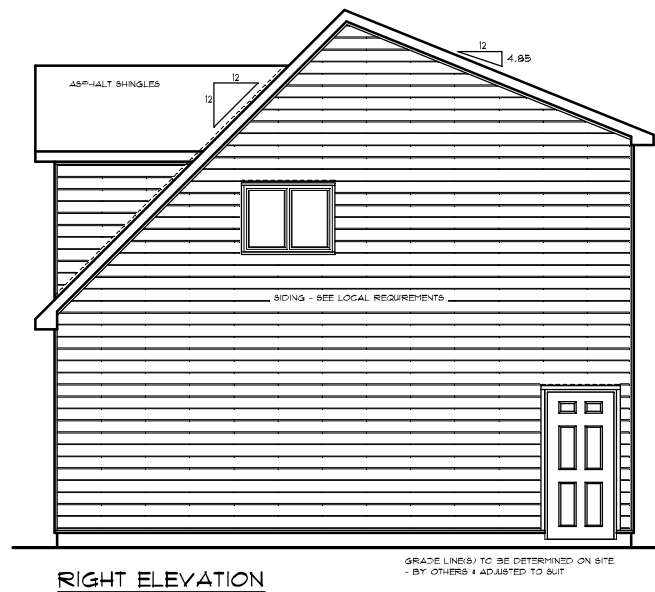
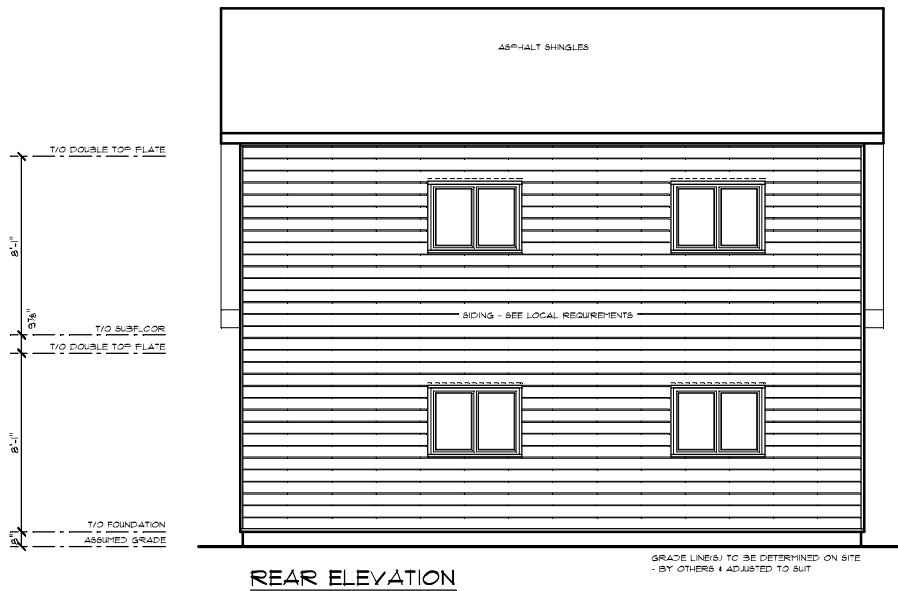
DRIP CAP FLASHING ABOVE EXTERIOR WINDOW & DOOR OPENINGS IN SIDING APPLICATIONS.

SIDING NOTE:

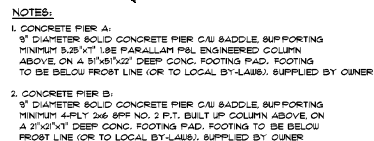
CHECK WITH LOCAL AUTHORITIES ON REQUIREMENTS FOR EXTERIOR CLADDING SUCH AS SIDING. SIDING AND AIR BARRIER IS NOT INCLUDED IN THE BASE PACKAGE PRICE.



<p>REVISIONS</p> <p>DATE</p>	<p> A B C </p> <p> A DETAIL NUMBER B SHEET NUMBER - WHERE DETAIL REQUIRED C SHEET NUMBER - WHERE DETAILED </p> <p> NOTES 1. PLANS ARE IN ACCORDANCE TO NATIONAL BUILDING CODE REQUIREMENTS 2. SPECIAL DRAWING AND APPROVALS TO SUIT LOCAL CONDITIONS AND TO CONFORM TO LOCAL MUNICIPAL BY-LAWS REMAINS THE RESPONSIBILITY OF THE OWNER 3. DO NOT SCALE - DIMENSIONS GOVERN </p>	<p>MODEL</p> <p>LOFT GARAGE 28' x 26'</p> <p>CUSTOMER</p> <p>STORE</p>	<p>DRAWING</p> <p>FRONT & LEFT ELEVATIONS</p> <p>SCALE 1/4"=1'-0"</p> <p>DATE JANUARY, 2009</p> <p>DRAWN BY CJM</p> <p>CHECKED BY</p> <p>DATE</p>	<p>  </p> <p>THIS DESIGN AND CONSTRUCTION DRAWING IS THE PROPERTY OF HOME HARDWARE STORES LIMITED AND IS NOT TO BE COPIED OR REPRODUCED WITHOUT WRITTEN PERMISSION</p>	<p>PROJECT NUMBER</p> <p>SHEET NUMBER</p> <p>1 7</p>
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REVISIONS	DATE	<div data-bbox="451 1388 514 1453"> <div>A</div> <div>B</div> <div>C</div> </div> <div data-bbox="525 1388 724 1461"> <p>A DETAIL NUMBER</p> <p>B SHEET NUMBER - WHERE DETAIL REQUIRED</p> <p>C SHEET NUMBER - WHERE DETAILED</p> <p>NOTES</p> <ul style="list-style-type: none"> PLANS ARE IN ACCORDANCE TO NATIONAL BUILDING CODE REQUIREMENTS SPECIAL DRAWINGS AND APPROVALS TO REF. LOCAL CONDITIONS ARE TO CONFORM TO LOCAL MUNICIPAL BYLAWS REGARDING THE RESPONSIBILITY OF THE OWNER DO NOT SCALE - DIMENSIONS GOVERN </div>	<p>MODEL</p> <p>LOFT GARAGE 28' x 26'</p> <p>CUSTOMER</p> <p>STORE</p>	<p>DRAWING</p> <p>REAR & RIGHT ELEVATIONS</p> <p>SCALE N.T.S.</p> <p>DATE JANUARY, 2009</p> <p>DRAWN BY C.J.M.</p> <p>CHECKED BY</p> <p>DATE</p>	<div data-bbox="1596 1396 1869 1477"> </div> <p>THIS DESIGN AND CONSTRUCTION DRAWING IS THE PROPERTY OF HOME HARDWARE STORES LIMITED AND IS NOT TO BE COPIED OR REPRODUCED WITHOUT WRITTEN PERMISSION</p> <p>PROJECT NUMBER</p> <p>2849503</p> <p>SHEET NUMBER</p> <p>2 7</p>
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[illegible]

FOUNDATION NOTE

ALL CONCRETE FOUNDATION WORKS & REIN -
FORCING TO BE RESPONSIBILITY OF OWNER
& MUST COMPLY TO LOCAL BUILDING CODES
AND OR BY-LAWS.

FOUNDATION DRAINAGE LAYER (AS REQUIRED)
SHALL BE BY OWNER.

CONCRETE DESIGN

CONCRETE SHALL BE DESIGNED, MIXED, PLACED, CURED & TESTED IN ACCORDANCE WITH CAN3-A438-M, "CONCRETE CONSTRUCTION FOR HOUSING AND SMALL BUILDINGS".

AFTER 28 DAYS NON-REINFORCED CONCRETE SHALL HAVE A COMPRESSIVE STRENGTH OF NOT LESS THAN:

(2) 25 MPa (3600 psi) FOR FLOOR-ON-GRADE WHERE DAMP-PROOFING WILL NOT BE PROVIDED.

(3) 20 MPa (2900 psi) FOR ALL OTHER APPLICATIONS UNLESS NOTED OTHERWISE

CONCRETE BLOCK SHALL CONFORM TO CAN/CBSA-465.1, "CONCRETE MASONRY UNITS" AND SHALL HAVE A COMPRESSIVE STRENGTH OVER THE NET AREA OF THE BLOCK OF NOT LESS THAN 15 MPa (2200psi).

OR AS SPECIFIED BY LOCAL BUILDING CODE
AND / OR BY-LAWS.

STRUCTURAL FRAMING NOTES

ALL STRUCTURAL LOAD BEARING FRAMING LUMBER USED FOR STUDS, PLATES, JOISTS, RAFTERS, LINTELS & BUILT-UP BEAMS SHALL BE GRADE STAMPED; S-P-F #2 OR BETTER, S-DRY OR LUMBER OF EQUAL OR BETTER QUALITIES

LINTELS:
ALL EXTERIOR LINTELS TO BE MIN.
(2) PLY 2X10 C/W 2X4 DRYWALL NAILER
& PLYWOOD FILLERS BETWEEN EACH
PLY, UNLESS NOTED OTHERWISE

POSTS:
ALL BUILT-UP STUD POSTS SHOWN,
TO BE MIN. (3) PLY 2x6 OR 2x4
RESPECTIVE TO WALL SIZE UNLESS
OTHERWISE NOTED.

JACK STUDS FOR OPENINGS TO BE
MIN. SINGLE PLY UNLESS SHOWN
4 NOTED OTHERWISE

FLOOR SYSTEM:
ALL FLOOR JOISTS ARE 2x10, NO. 2 S-P-F
(OR BETTER), CONTINUED @ 16" O/C,
UNLESS OTHERWISE NOTED.

5/8" T&G SUB-FLOOR TO BE GLUED (WHERE POSSIBLE) AND NAILED TO JOISTS.

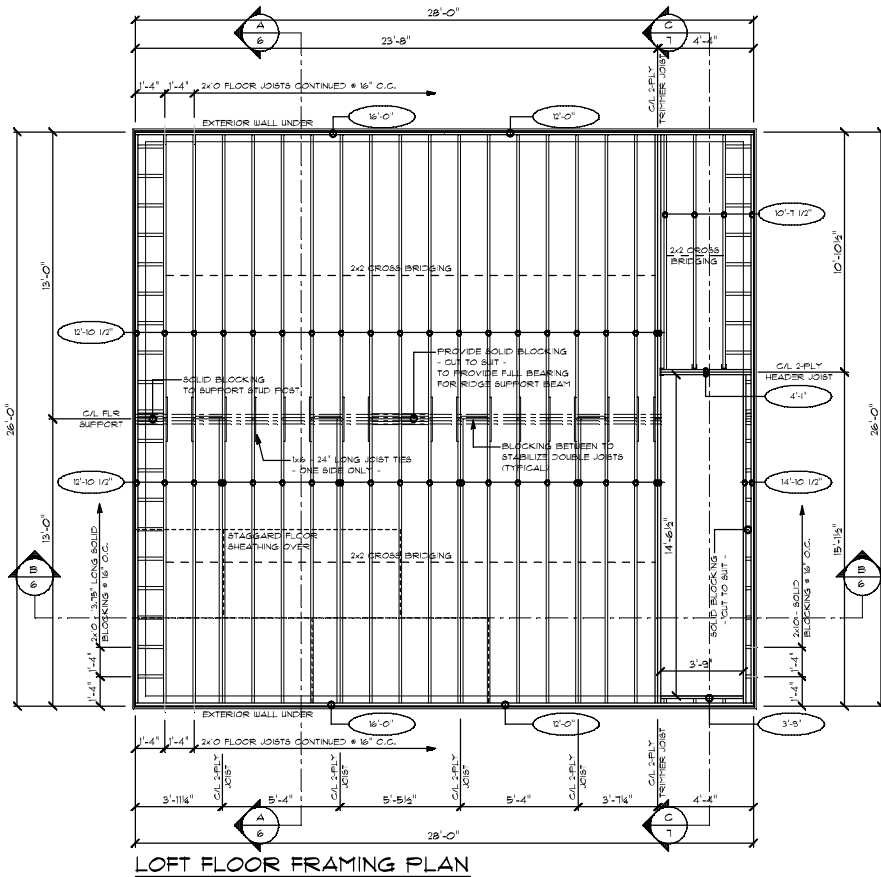
FLOOR OPENINGS:
ALL HEADER & TRIMMER JOISTS TO
BE DOUBLED FOR ALL FLOOR
OPENINGS UNLESS NOTED OTHERWISE

NOTCHING & DRILLING:
ALL NOTCHING & DRILLING OF FRAMING
MEMBERS TO CONFORM TO NATIONAL &
LOCAL BUILDING CODES

BLOCKING:
PROVIDE SOLID BLOCKING BTWN
FLOORS FOR LOADS ABOVE

INTERIOR WALLS:
ALL INTERIOR WALLS ARE 2x4 WOOD
STUDS EXCEPT WHERE NOTED OTHERWISE

REVISIONS	DATE	<div><div><div>A</div><div>B</div><div>C</div></div><div>NOTES</div><div><div>1. PLANS ARE TO BE SUBMITTED TO NATIONAL BUILDING CODE REQUIREMENTS.</div><div>2. SPECIAL DRAWING AND APPENDIX TO ALL LOCAL ORDINANCES AND TO CONFORM TO THE NATIONAL BUILDING ACT AND BY-LAWS. THE RESPONSIBILITY OF THE OWNER.</div><div>3. GET THE DESIGN, APPROVAL AND PERMIT.</div></div></div>	<div><div>A. DETAIL NUMBER</div><div>B. SHEET NUMBER - WHERE DETAIL REQUIRED</div><div>C. SHEET NUMBER - WHERE DETAIL</div></div>	<table><tr><td>MODEL</td><td colspan="3">LOFT GARAGE 28' x 26'</td></tr><tr><td>CUSTOMER</td><td colspan="3"></td></tr><tr><td>STORE</td><td colspan="3"></td></tr></table>	MODEL	LOFT GARAGE 28' x 26'			CUSTOMER				STORE				<table><tr><td>DRAWING</td><td colspan="3">FOUNDATION & LOFT FLOOR FRAMING PLANS</td></tr><tr><td>SCALE</td><td>N.T.S.</td><td>CHECKED BY</td><td></td></tr><tr><td>DATE</td><td>JANUARY, 2009</td><td>DATE</td><td></td></tr><tr><td>DRAWN BY</td><td>CJM</td><td></td><td></td></tr></table>	DRAWING	FOUNDATION & LOFT FLOOR FRAMING PLANS			SCALE	N.T.S.	CHECKED BY		DATE	JANUARY, 2009	DATE		DRAWN BY	CJM			<div><div><div><div></div></div><div>Home</div><div>building centre</div></div><div>THIS DRAWING AND CONTENTS ARE THE PROPERTY OF HOME BUILDING CENTRE LIMITED AND IS NOT TO BE COPIED OR REPRODUCED WITHOUT WRITTEN PERMISSION</div></div>	<table><tr><td>PROJECT NUMBER</td><td colspan="3"></td></tr><tr><td>SHEET NUMBER</td><td>3</td><td>7</td><td></td></tr></table>	PROJECT NUMBER				SHEET NUMBER	3	7	
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PROJECT NUMBER																																											
SHEET NUMBER	3	7																																									



WINDOW SCHEDULE

PRODUCT CODE	SIZE	MANUFACTURER'S R.S.O.	COUNT
CS2-4854	4'-0" x 4'-6"		2
H52-4836	4'-0" x 3'-0"		5
1/2 ROUND	4'-0" x 2'-0"		2

CONFIRM ALL EXTERIOR WINDOW AND DOOR ROUGH STUD OPENING SIZES TO ENSURE ACCURACY PRIOR TO CONSTRUCTION.

STRUCTURAL LUMBER

ALL STRUCTURAL (LOAD BEARING) FRAMING LUMBER USED FOR STUDS, PLATES, JOISTS, RATTERS, LINTELS & BUILT-UP BEAMS SHALL BE GRADE STAMPED, SPRUCE-PINE-FIR (S-P-F) NO. 2 S-P-F, (OR BETTER), & DRY OR LUMBER OF EQUAL OR BETTER QUALITIES.

INTERIOR RAILINGS

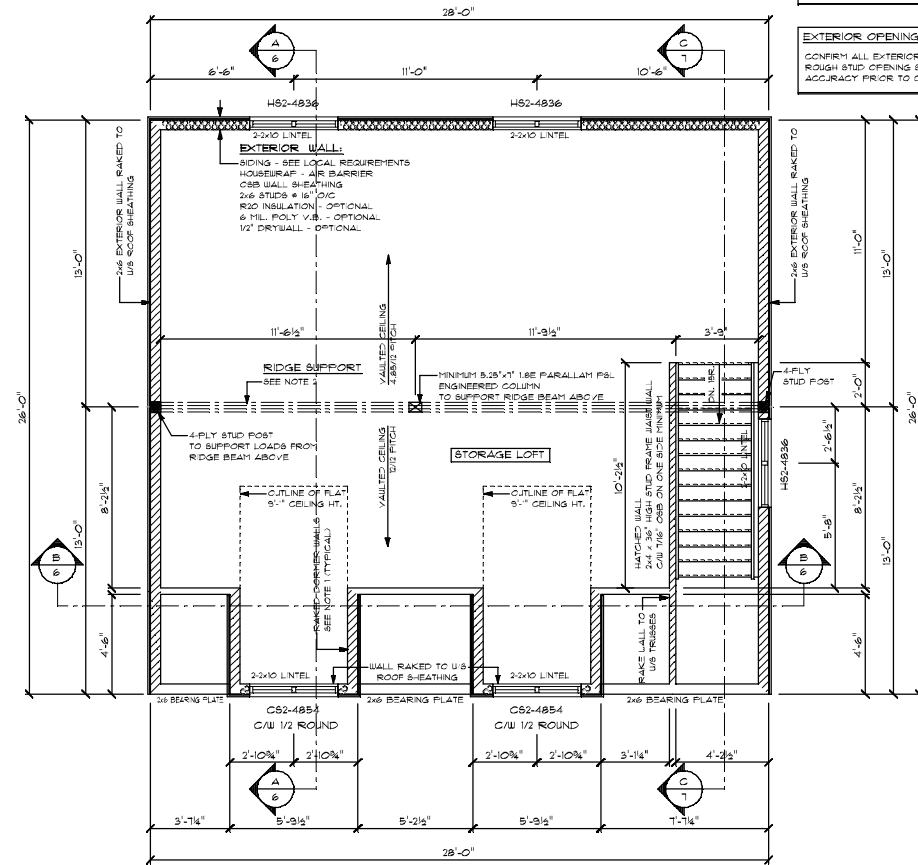
STAIR RAILING NOT SHOWN FOR CLARITY. ALL INTERIOR RAILINGS SHALL BE BY OWNER.

EXTERIOR LINTELS

ALL EXTERIOR LINTELS SHALL BE 2 FLY - 2x10 OR 2x4 DRYWALL NAILER & 1/2" PLYWOOD FILLER BETWEEN FLYS, TYPICAL UNLESS OTHERWISE NOTED.

EXTERIOR OPENINGS

CONFIRM ALL EXTERIOR WINDOW AND DOOR ROUGH STUD OPENING SIZES TO ENSURE ACCURACY PRIOR TO CONSTRUCTION.



NOTES:

1. RAKED EXTERIOR FORMER WALLS. DORMER WALLS TO BE FRAMED OVER 4 UNDER DOUBLE TRUSS. 7/8" O.S.B. WALL SHEATHING, 2x6 STUDS @ 16" C.C. VINYL SIDING (OPTIONAL), AIR BARRIER (OPTIONAL), R-20 BATT INSULATION (OPTIONAL), 6 MIL POLY V.B. (OPTIONAL), 1/2" DRYWALL (OPTIONAL).
2. RIDGE SUPPORT. MINIMUM 3-PLY 1" x 8" x 18" LVL BEAM BEARING ON MINIMUM 4-PLY 2x6 STUD POSTS OR AS SPECIFIED ON PLAN.

REVISIONS

DATE



NOTES

- FURNISH ACCORDANCE TO NATIONAL BUILDING CODE REQUIREMENTS.
- SPECIAL DRAWING AND APPROVALS TO RUT LOCAL CONDITIONS AND TO CONFORM TO LOCAL NATIONAL BUILDING DEPARTMENT'S RESPONSIBILITY OF THE OWNER.
- DO NOT SCALE - DIMENSIONS GOVERN.

A DETAIL NUMBER
B SHEET NUMBER - WHERE DETAIL REQUIRED
C SHEET NUMBER - WHERE DETAILED

MODEL

LOFT GARAGE 28' x 26'

CUSTOMER

STORE

DRAWING

LOFT FLOOR FRAMING & LOFT PLANS

SCALE

N.T.S.

DATE

JANUARY, 2008

DRAWN BY

CJM

CHECKED BY

DATE

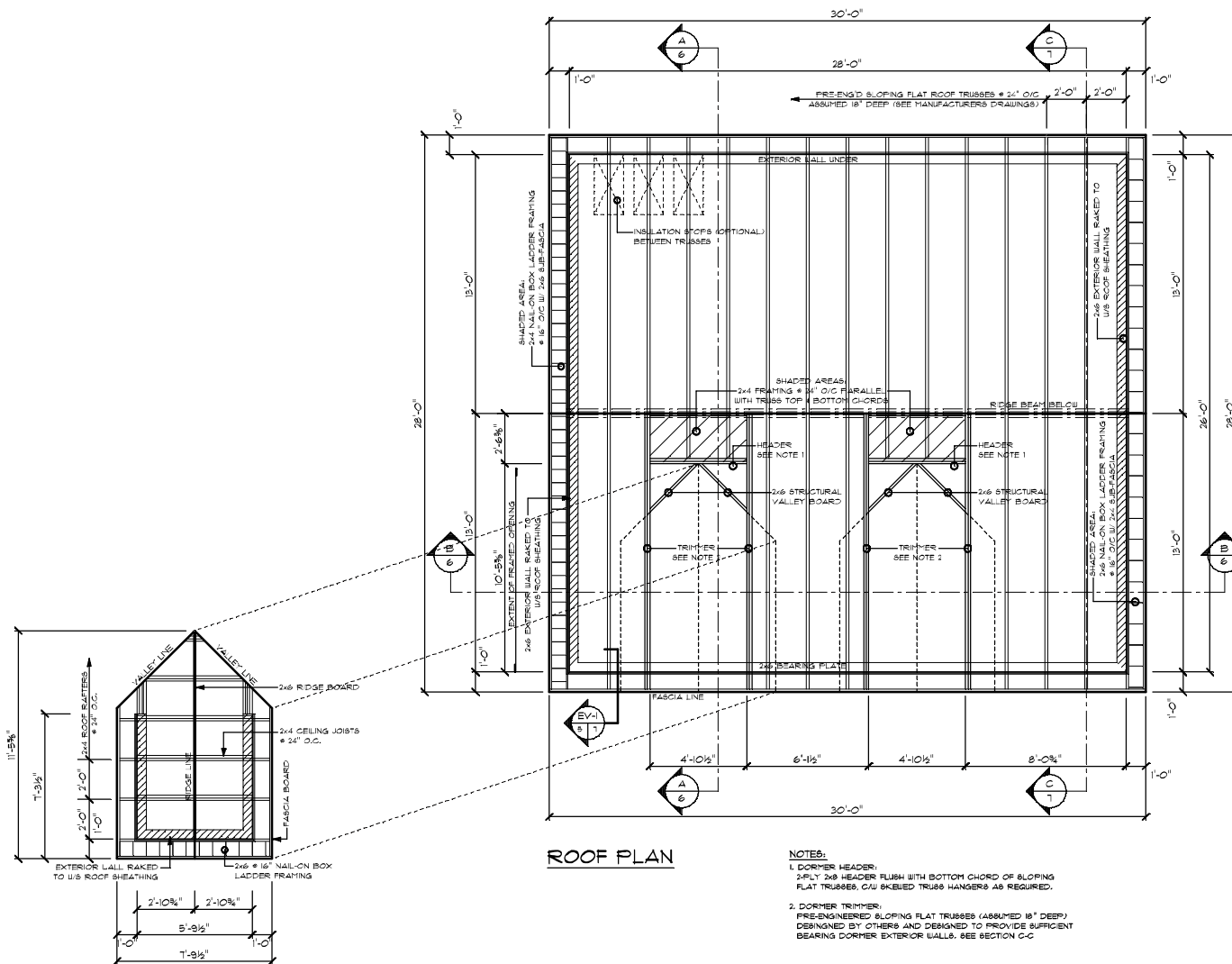


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PROJECT NUMBER

SHEET NUMBER

4 | 7



<p>TRUSS NOTE</p> <p>THIS DRAWING IS FOR REFERENCE ONLY. TRUSS MANUFACTURER TO SUPPLY DRAWINGS & LAYOUT WHICH WILL SUPERSEDE ALL ROOF FRAMING S-HOWN.</p> <p>FOLLOW TRUSS SPACING APPLICABLE TO YOUR HOME.</p> <p>ATTIC ACCESS (MIN. 21.5"x24") PLACED IN HALLWAY & BEDROOM PORTION OF HOME OR TO S-HOWN MEASURE.</p> <p>2x4 BLOCKING IN TRUSSES & RAFTERS OR FLY CLIPS ARE REQUIRED FOR ROOF SHEATHING SUPPORTS ON ALL 24" O/C SPACING OF SAME.</p> <p>FOR TRUSS SPACING AT CHIMNEY & ATTIC ACCESS SEE TRUSS LAYOUT. NEVER CUT A TRUSS TO OBTAIN SPACE.</p> <p>8-DOOR FLYS MAY VARY FROM THOSE SHOWN DEPENDING UPON GROUND SNOW LOAD.</p>
<p>TRUSS HEEL HEIGHTS</p> <p>HEEL HEIGHTS INDICATED ON DRAWINGS ARE FOR REFERENCE ONLY. HEEL HEIGHTS ARE TO THE DISCRETION OF THE TRUSS MANUFACTURER AS INDICATED ON TRUSS MANUFACTURER'S DRAWINGS.</p>
<p>ROOF OVERHANGS</p> <p>ALL OVERHANGS SHALL BE 1'-0" FROM OUTSIDE FACE OF FRAMING MEMBERS UNLESS OTHERWISE NOTED ON DRAWINGS. (TYPICAL)</p>
<p>VENTILATION REQUIREMENTS</p> <p>ALL ROOFS TO BE EQUALLY VENTILATED BETWEEN SOFFIT AND TOP OF ROOF SPACE WITH VENTED SOFFITS, ROOF OR GABLE VENTS.</p> <p>ATTICS OR ROOF SPACES TO BE VENTED A MIN. 1:300 OF INSULATED ROOF AREA.</p>

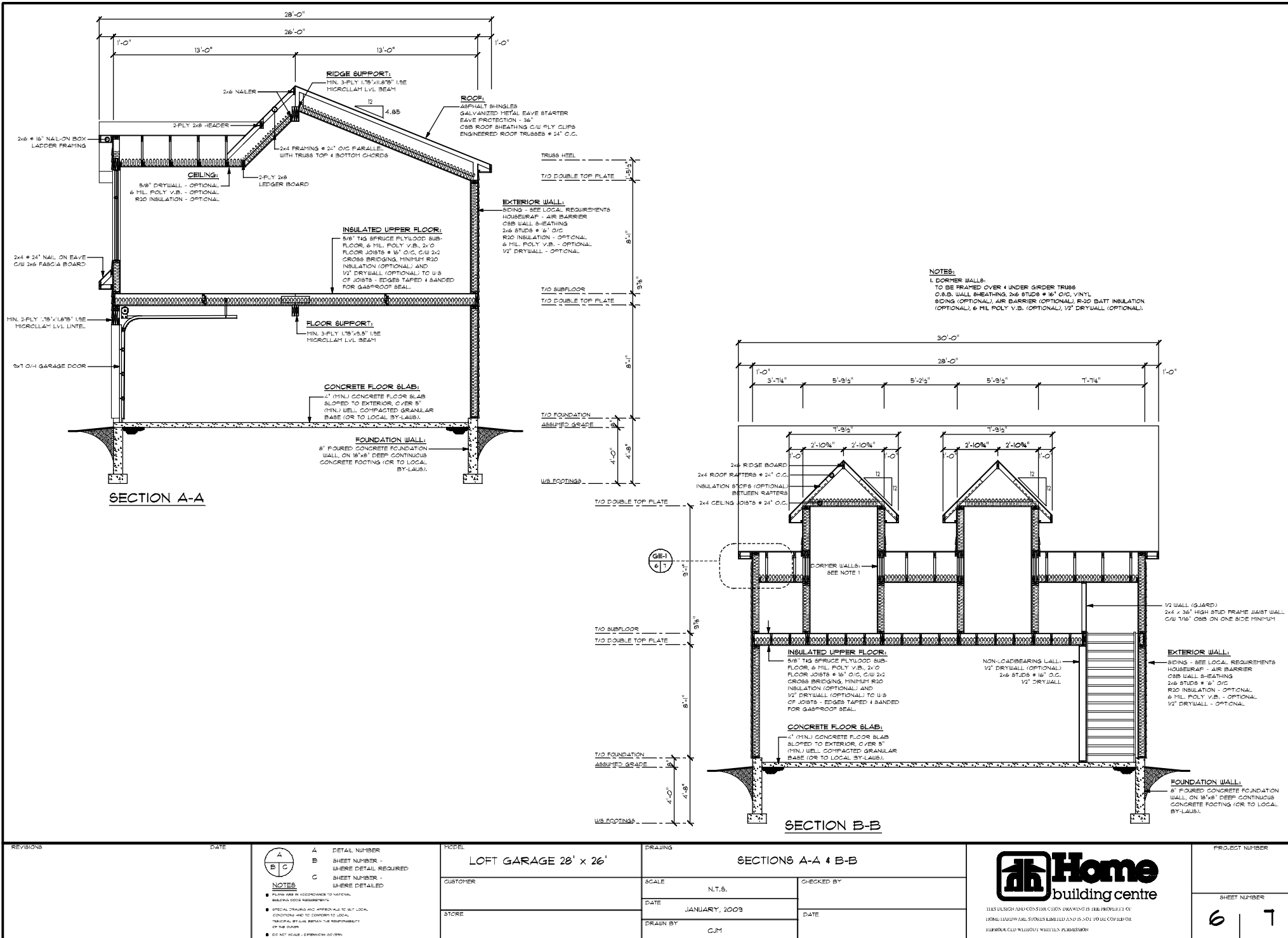
REVISIONS	DATE	DETAIL NUMBER	MODEL
A		DETAIL NUMBER	LOFT GARAGE 28' x 26'
B		SHEET NUMBER - WHERE DETAIL REQUIRED	
C		SHEET NUMBER - WHERE DETAILED	

CUSTOMER	SCALE	CHECKED BY
	N.T.S.	
DATE	JANUARY, 2008	DATE
DRAWN BY	CJM	

PROJECT NUMBER	5 7
SHEET NUMBER	5 7

Home building centre

THIS DESIGN AND CONSTRUCTION DRAWING IS THE PROPERTY OF HOME HARDWARE STORES LIMITED AND IS NOT TO BE COPIED OR REPRODUCED WITHOUT WRITTEN PERMISSION



Letter of community support for the requested variance application by M and L Smith for the property located at 9668 Houghton Rd, Lot 72, Plan KAP21925, District Lot 3910, ODYD

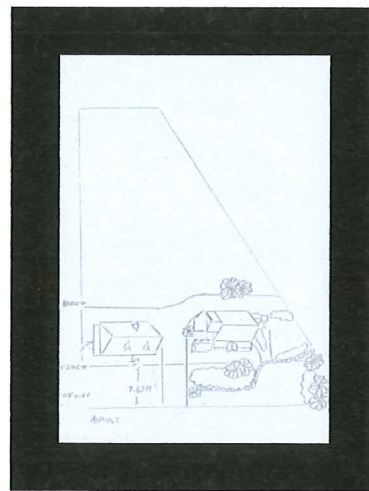
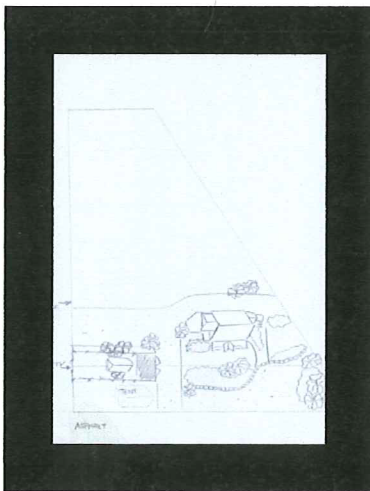
I, DALE AGAR

am an owner on title of the property located

at: [REDACTED] HOUGHTON RD VERNON BC

I am in support of the front setback variance from 4.5 meters to 1 meter for the construction of a two story garage to be built at 9668 Houghton Rd, Vernon BC.

I understand that the current lot line is 25 feet (7.62 meters) from the edge of the asphalt on the roadway.



Signed: [REDACTED]

Date: JUL 2/2020



Letter of community support for the requested variance application by M and L Smith for the property located at 9668 Houghton Rd, Lot 72, Plan KAP21925, District Lot 3910, ODYD

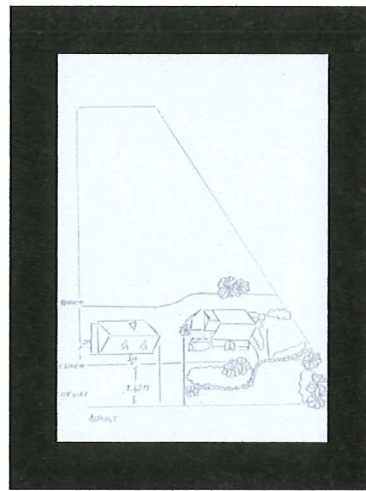
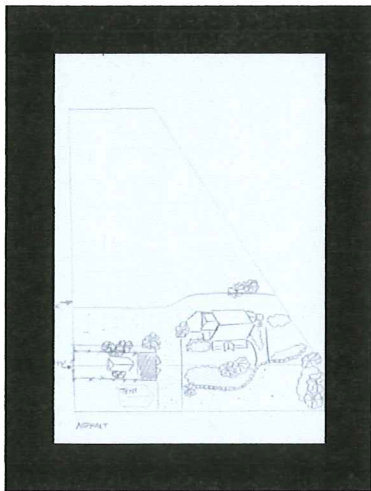
I, KEVIN HARVATH

am an owner on title of the property located

at: [REDACTED] WINCHESTER RD

I am in support of the front setback variance from 4.5 meters to 1 meter for the construction of a two story garage to be built at 9668 Houghton Rd, Vernon BC.

I understand that the current lot line is 25 feet (7.62 meters) from the edge of the asphalt on the roadway.



Signed: [REDACTED]

Date: JULY 2/2020



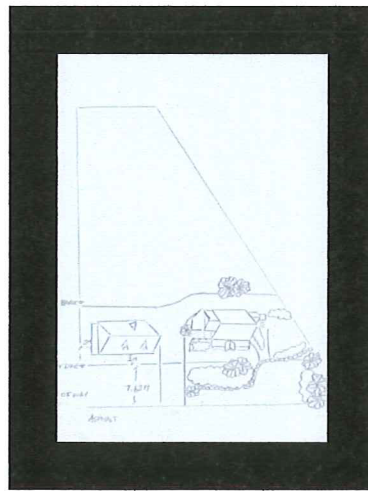
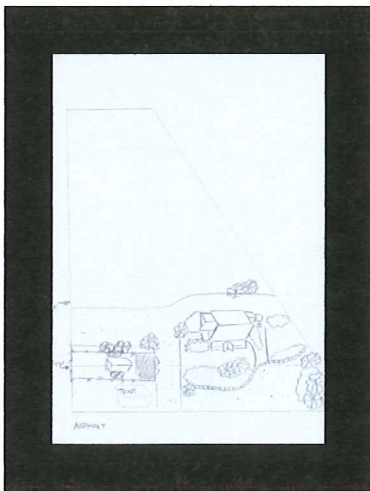
Letter of community support for the requested variance application by M and L Smith for the property located at 9668 Houghton Rd, Lot 72, Plan KAP21925, District Lot 3910, ODYD

I, Jennifer Dalla Riva

am an owner on title of the property located at: [REDACTED] Houghton Rd.

I am in support of the front setback variance from 4.5 meters to 1 meter for the construction of a two story garage to be built at 9668 Houghton Rd, Vernon BC.

I understand that the current lot line is 25 feet (7.62 meters) from the edge of the asphalt on the roadway.



Signed: [REDACTED]

Date: July 2 / 20



Letter of community support for the requested variance application by M and L Smith for the property located at 9668 Houghton Rd, Lot 72, Plan KAP21925, District Lot 3910, ODYD

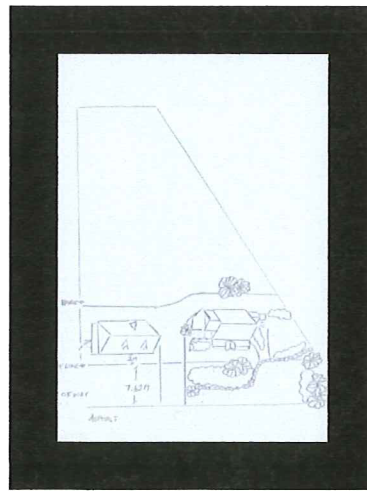
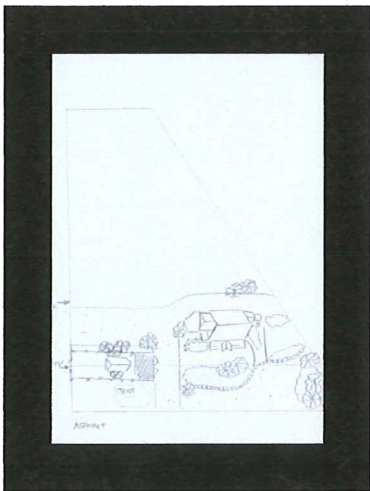
I, WARREN CARPENTER

am an owner on title of the property located

at: [REDACTED] HOUGHTON RD VERNON BC [REDACTED]

I am in support of the front setback variance from 4.5 meters to 1 meter for the construction of a two story garage to be built at 9668 Houghton Rd, Vernon BC.

I understand that the current lot line is 25 feet (7.62 meters) from the edge of the asphalt on the roadway.



Signed: [REDACTED]

Date: July 2/2020



Letter of community support for the requested variance application by M and L Smith for the property located at 9668 Houghton Rd, Lot 72, Plan KAP21925, District Lot 3910, ODYD

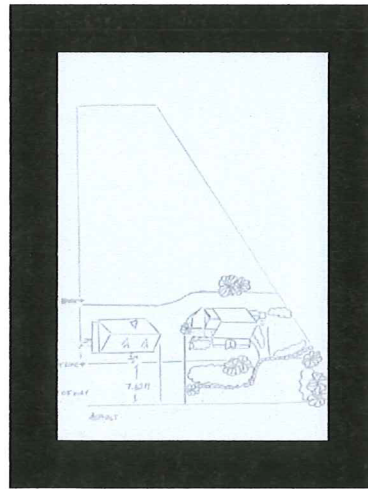
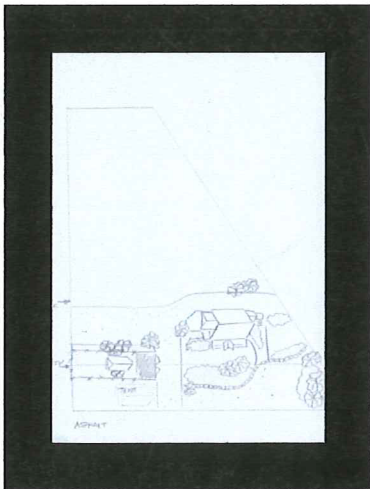
I, DON WILLIAMSON

am an owner on title of the property located

at: [REDACTED] WESTSIDE RD

I am in support of the front setback variance from 4.5 meters to 1 meter for the construction of a two story garage to be built at 9668 Houghton Rd, Vernon BC.

I understand that the current lot line is 25 feet (7.62 meters) from the edge of the asphalt on the roadway.



Signed: [REDACTED]

Date: 07/02/20



Letter of community support for the requested variance application by M and L Smith for the property located at 9668 Houghton Rd, Lot 72, Plan KAP21925, District Lot 3910, ODYD

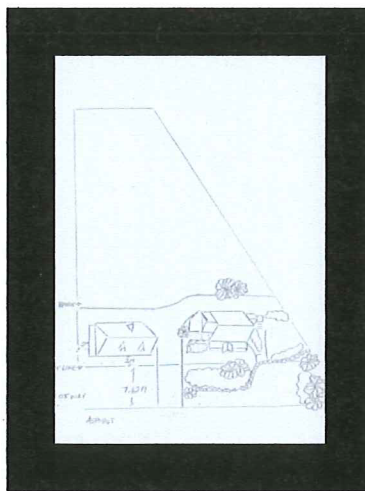
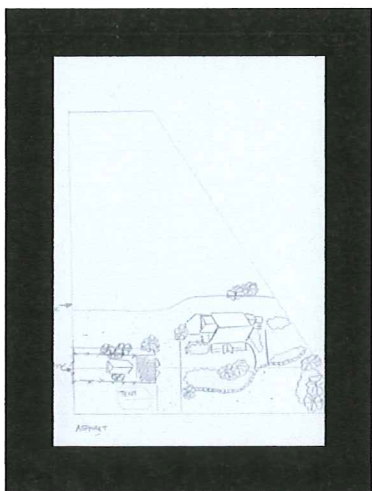
I, Doug CHRISTIEN

am an owner on title of the property located

at: [REDACTED] MOODY CRESCENT.

I am in support of the front setback variance from 4.5 meters to 1 meter for the construction of a two story garage to be built at 9668 Houghton Rd, Vernon BC.

I understand that the current lot line is 25 feet (7.62 meters) from the edge of the asphalt on the roadway.



Signed: [REDACTED]

Date: JULY 25TH 2020



Letter of community support for the requested variance application by M and L Smith for the property located at 9668 Houghton Rd, Lot 72, Plan KAP21925, District Lot 3910, ODYD

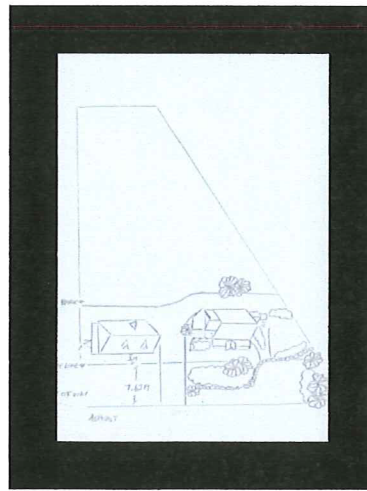
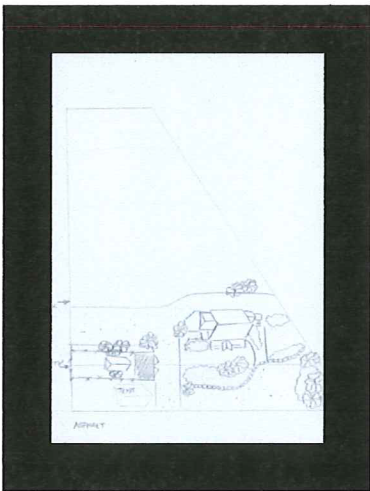
I, WAYNE THOMSON

am an owner on title of the property located

at: BRANT RD.

I am in support of the front setback variance from 4.5 meters to 1 meter for the construction of a two story garage to be built at 9668 Houghton Rd, Vernon BC.

I understand that the current lot line is 25 feet (7.62 meters) from the edge of the asphalt on the roadway.



Signed: [Redacted Signature]

Date: JUL 2 / 2020



2020 July 23

Regional District of Central Okanagan
Planning Department

planning@rdco.com

RE: File VP-20-02
9668 Houghton Road, Vernon, BC

This is our formal response to the letter received from the RDCO regarding the above mentioned File VP-20-02 to be discussed at a meeting tentatively set for July 27, 2020 at 1900 Hours. The property in question is located directly beside our property, to our North. It is our understanding that a large garage structure is planned, along with additional outside parking, and a reduction from the front setback is formally requested.

Of utmost concern is the adherence to all property lines involved, as well as proper road turnaround access in that end. To date, after several years of ownership by these same individuals, the integrity of adherence to basic regulations has been non-existent or optically completely ignored. This property is located at the end of Houghton Road, and there is a natural turn-around at the road's end. For several years, because of this party's encroachment of vehicles, recreational vehicles and boats, the natural turnaround has been eroded to the point that many do not use the turnaround as it exists, but choose to use driveways, including ours, to turn around to avoid utilizing the designated one. Often, due to the congestion, it is impossible to make a proper turnaround, depending on the size of the vehicle. The fact that the occupants' dogs run free, against RDCO bylaws, have also discouraged both vehicular and pedestrian traffic.

As an adjacent property, the 2 meter allotment from the sidepin/property line has been out rightly ignored and violated. Currently the fencing attached to the chicken coop at 9668 Houghton Road sits directly on the property line. The occupant has even been discovered digging with a small utility digger well onto our property without consent. Boats, RV's and vehicles have been stored in the ditch for several years without recourse – it is only within the last year or so that the ditch has been vacant. In short, this property has been an eyesore to the road's end, and to be frank, people avoid it at all costs. Junk piles of boards and tires have appeared on our property, and in conducting our own cleanup, we placed these items back on the proper side. Attempts to work with these people have been unpleasant and difficult, at best, from the beginning, with the gentleman shouting slurs at the very first encounter.

We are concerned – the blatant encroachment by this occupant on all levels over the years without recourse leaves much to the imagination when dealing with a larger new structure complete with additional parking. It is concerning that the RDCO does not look into these matters more closely before giving approval – we appreciate this opportunity to voice concerns. We remain adamant that ALL regulatory statutes be adhered to – the integrity of property lines, the restoral of the 2 meter distance from the pin in all structures, fences, driveways, etc., and that the RDCO, if they should grant this approval, please restore the turnaround at the road's end as it was intended to be, and maintain such, as this occupant has taken egregious privilege since taking ownership. The turnaround was severely

compromised and eroded with the standard 6 meters allotment - can the 1 meter clearance request truly be recognized and honoured?

In looking at the turnarounds at the end of other roads within the immediate area in this community, there has been a large erosion of any kind of area in which to complete a proper turn (Winchester, and in particular, Keithly, as two) as one finds themselves amid personal garages and other property materials. It denotes private property as opposed to a public access to turn around and does much to discourage both vehicular and pedestrian traffic. At this point, we would implore the Region to physically examine these areas to ensure compliance and movement.

Respectfully submitted,

Marlene and Joseph Korzeniowski
[REDACTED] Houghton Road, Vernon BC)

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

Mary Jane Drouin

From: RDCO Planning Services
Sent: Thursday, July 23, 2020 8:09 AM
To: Mary Jane Drouin; Sandi Horning
Cc: Todd Cashin
Subject: FW: File VP-20-02 - 9668 Houghton Road

Good morning, Mary Jane & Sandi:
Please see the letter regarding RDCO File: VP-20-02.

Sincerely,

Christopher Alexander
250-469-6227 | planning@rdco.com
Connect with us | rdco.com | rdcogis.com

From: Ursula Bragg [REDACTED]
Sent: July 22, 2020 9:13 PM
To: RDCO Planning Services <planning@rdco.com>
Cc: 'Mike/Vanessa Pollard' [REDACTED] 'Maureen Bragg' [REDACTED]
Subject: RE: File VP-20-02 - 9668 Houghton Road

CAUTION: This message was sent from outside the organization. Please do not click links, open attachments, or respond unless you recognize the source of this email and know the content is safe.

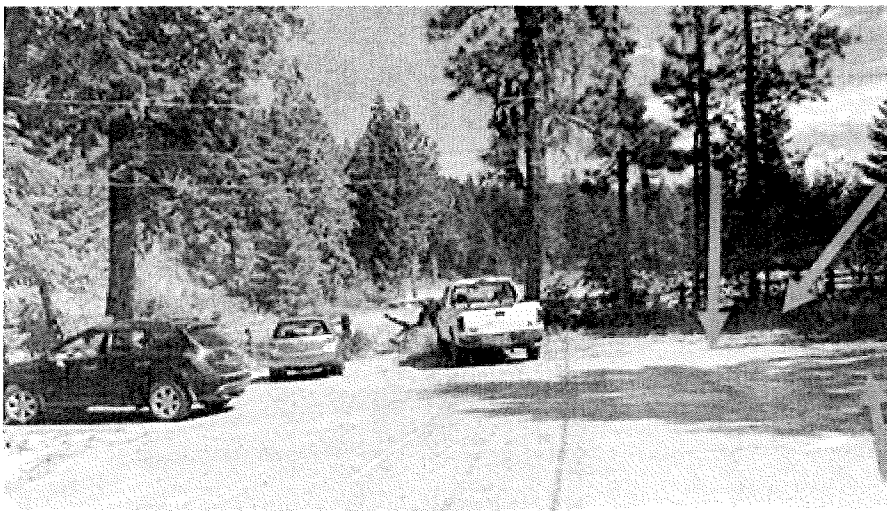
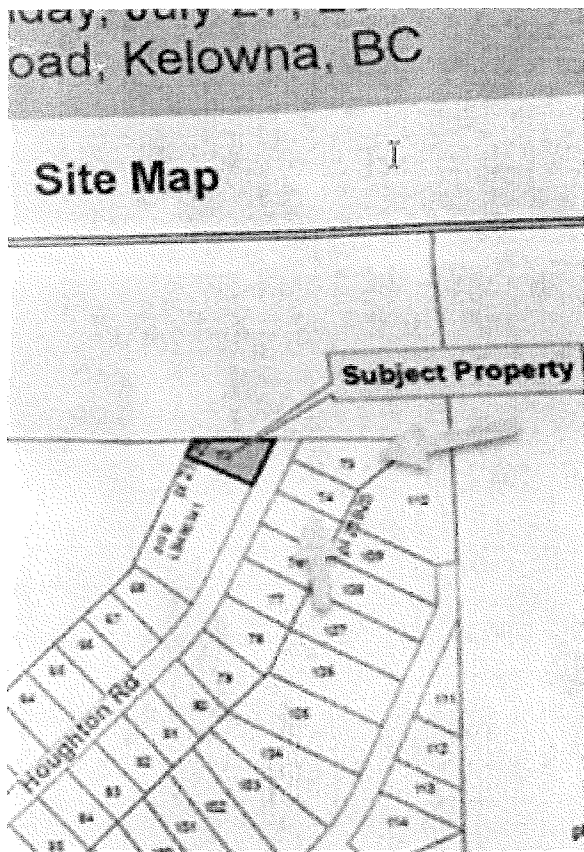
To Whom it May Concern,

RE: Regional District of Central Okanagan Lot 72, DISTRICT LOT 3910, ODYD, PLAN21925 - 9668 Houghton Road, application for a minimal front setback and an accessory building.

I am responding to the letter that was sent from the Regional District regarding a public meeting about the above noted property. We are unable to attend the meeting scheduled for Monday, July 27, 2020 as we live in North Vancouver.

We would like to bring to your attention that the property is already non-conforming and at a minimal setback from the house. The house was placed there by the prior owners. The lack of setback has caused the District trucks, snowplows and all vehicles travelling to the end of Houghton Road to encroach on the property opposite, Lot 73, PLAN KAP21925, DISTRICT LOT 3910, OSOYOOS DIV OF YALE LAND DISTRICT PID:007-156-5357 - 9693 Houghton Road (which we own). When the owners and their visitors park at the end of the street in front of lot 72, the minimal setback and the lack of a turnaround results in our property being used as the public turnaround. You can see where the U-turn occurs by the erosion in front of our property (see image attached)

As owners of lot 73, 9693 Houghton Road (we also own lot 74) we are requesting you consider having your planning department inspect both properties in order to **come up with a solution for a proper turnaround** at the end of Houghton Road before or after the public hearing.



Ursula Bragg

Vanessa Bragg

Maureen and Terry Bragg



Regional Board Report

TO: Regional Board

FROM: Murray Kopp
Director - Parks Services Department

DATE: July 9, 2020

SUBJECT: License of Occupation Agreement – City of Kelowna Transit Stops at Mission Creek Regional Park

Voting Entitlement: All Directors - Weighted Vote - Simple Majority - LGA 210.2

Purpose: The purpose of this report is to seek approval for a 5-year Licence of Occupation with the City of Kelowna to permit the construction and operation of 4 Transit Stops/Shelters over portions of Mission Creek Regional Park along Springfield Road.

Executive Summary:

The City of Kelowna is requesting approval of a 5-year License of Occupation with the Regional District to permit encroachment into Mission Creek Regional Park for the relocation of the Leckie Road transit stop, the improvement of the Durnin Road transit stop, and the creation of a new transit stop at the North/West corner of Ziprick and Springfield Roads. In addition, the new 5-year License of Occupation will renew the license at the South/West corner of Ziprick and Springfield Roads. The improvements and changes to these transit stops are important to improve transit rider accessibility and access to Mission Creek Regional Park.

RECOMMENDATION:

THAT the Regional Board approves providing a 5-Year Licence of Occupation to the City of Kelowna for the renewal of an existing transit stop and construction and operation of 3 Transit/Shelters over 3 portions of Mission Creek Regional Park as identified in the attached license document along Springfield Road for a 5-Year term.

Respectfully Submitted:

A handwritten signature in black ink, appearing to read "Murray Kopp", written over a light blue grid background.

Murray Kopp,
Director – Parks Services

Approved for Board's Consideration

A handwritten signature in black ink, appearing to read "Marilyn Rilkoff", written over a light blue grid background.

Marilyn Rilkoff, Deputy CAO

Prepared by: Wayne Darlington, Manager – Park Planning & Capital Projects

Implications of Recommendation:

Strategic Plan:	The completion of a 5-year License of Occupation agreement with the City of Kelowna for transit stops fronting Mission Creek Regional Park improves accessibility for transit and park users and meets the following Regional Board Strategic Priorities: Transportation and Mobility; Sustainable Communities, Economic Development; and Environment.
Financial:	There are no financial implications for entering into a 5-year License of Occupation agreement with the City of Kelowna. The city is bearing all costs for improvements and development of the transit facilities.
Policy:	Bylaw #884 Official Regional Parks Plan and the Regional Parks and Greenways Plan for the Central Okanagan (2008-2020) provides the overall general guidance for the delivery of Regional Parks.
Legal/Statutory Authority:	<i>Local Government Act</i> Section 191; Regional Parks and Regional Trails Regulation (B.C. Reg. 361/2004, O.C. 772/2004).

Background:

In 2015, parks staff brought forward a report to the Regional Board for support of a License of Occupation for improvements to the transit stop locations at the South/West corner of Leckie and Springfield Roads and at the South/West corner of Ziprick and Springfield Roads. In both locations a small area of Mission Creek Regional Park was required to ensure that both transit stops could meet accessibility requirements and directly support improved accessibility to the park. The Regional Board unanimously supported this initiative.

Now, in 2020, further improvements to the transit stops are being sought by the City of Kelowna and will require slight encroachment into Mission Creek Regional Park requiring a purpose of these new improvements is to accommodate better access to transit, improve accessibility and to accommodate future road improvements. The City is proposing the following projects for inclusion within the 5-year license of occupation:

- 1) Relocate the transit stop from the South/West corner to the South/East corner of Springfield and Leckie Roads. This will permit future improvements to the intersection of Leckie and Springfield Roads and improve access into Mission Creek Regional Park. This transit stop will encroach into the park covering 302.12 m² (Attachment 2),
- 2) Reconstruct the existing transit stop at Durnin Road and Mission Creek Regional Park to improve accessibility for transit users and access to the park. The existing transit stop does not meet current accessibility requirements. This transit stop will encroach into the park covering 11.16 m² (Attachment 2),
- 3) Construct a new transit stop at the North/West corner of Ziprick and Springfield Roads to improve accessibility for transit users. This transit stop is located on a strip of undeveloped Mission Creek Regional Park land on the North side of Springfield Road that has no park amenities and is primarily used by Rutland Water Works for their water infrastructure. This transit stop will encroach into the park covering 111.50 m² (Attachment 2), and

- 4) Renewal of the transit stop at the South/West corner of Ziprick and Springfield Roads that was approved by the board in the 2015. This transit stop encroaches into the park by 44.4 m² (Attachment 2).

The total encroachment into Mission Creek Regional Park and covered by this License of Occupation for the completion and operation of these 4 transit stops is 469.18m².

In conclusion, the improvements to the transit stop locations along Springfield Road in front of Mission Creek Regional Park will improve access for transit users and improve access into Mission Creek Regional Park and be more inclusive. In addition, these locations will support regional initiatives towards reducing vehicle travel and encourage residents to access the park via transit. Therefore, staff request that the Regional Board consider approving entering into a 5-year Licence of Occupation agreement with the City of Kelowna to complete these necessary improvements to transit at Mission Creek Regional Park.

External Implications:

The Central Okanagan region will benefit through the inclusion of accessible transit stops at Mission Creek Regional Park and will assist to encourage alternate forms of transportation for park users to access the park.

Alternative Recommendation:

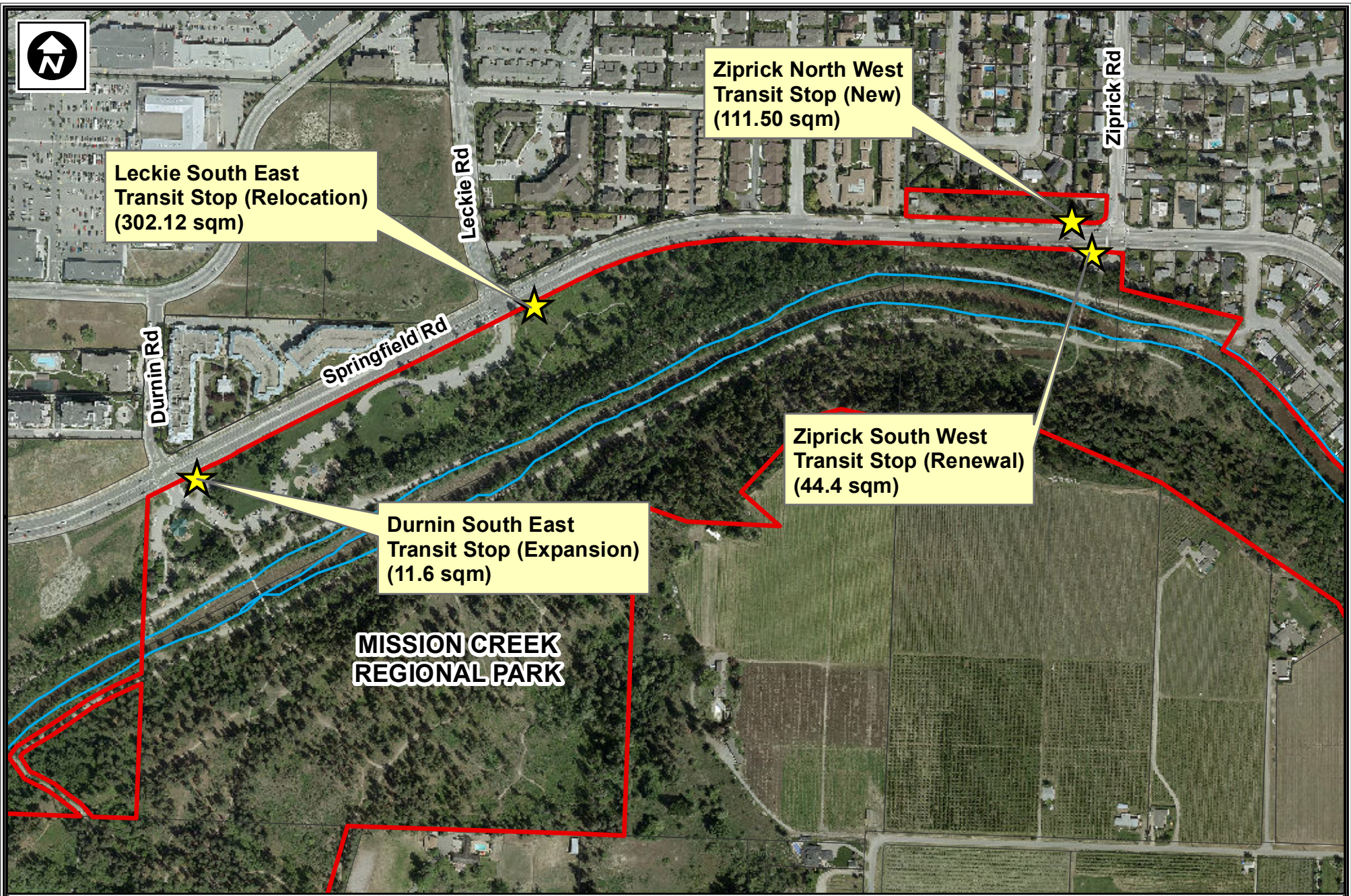
THAT the Regional Board does not approve providing a 5-Year Licence of Occupation to the City of Kelowna for the renewal of an existing transit stop and construction and operation of 3 Transit/Shelters over 3 portions of Mission Creek Regional Park as identified in the attached license document along Springfield Road for a 5-Year term.

Considerations not applicable to this report:

- *General*
- *Organizational*

Attachment(s):




- 1) General Location Map – City of Kelowna Transit Stops – Mission Creek Regional Park
- 2) City of Kelowna-RDCO MCP Transit Stops - License of Occupation Agreement
- 3) Maps of the Transit Stops in Mission Creek Regional Park



**MISSION CREEK REGIONAL PARK
GENERAL LOCATION MAP
TRANSIT STOP LOCATIONS**



Legend

-  Mission Creek Regional Park
-  Streams
-  Regional Parks

July 20, 2020

LICENCE OF OCCUPATION

THIS AGREEMENT dated for reference the ____ day of _____, 2020.

BETWEEN:

REGIONAL DISTRICT OF CENTRAL OKANAGAN,
a regional district having offices at
1450 KLO Road
Kelowna, BC V1W 3Z4

(the "District")

OF THE FIRST PART

AND:

CITY OF KELOWNA, a municipal corporation having its office at 1435
Water Street, Kelowna, BC., V1Y 1J4

(the "Licensee")

OF THE SECOND PART

WHEREAS:

- A. The District is the owner of the properties located in the City of Kelowna, legally known as: Mission Creek Regional Park:

Parcel Identifier for 2345-2363 Springfield Road

Sec 21 Twn 26 Parcel A, Part SE ¼, Except Plan KAP56718, (Plan H12895), Lease/Permit/Licence # 332310, ODYD T at part of the fractional southeast 1.4 Sec 1, Twn 26 ODYD. PID 013-577-174 (the "Property");

Parcel Identifier for 2445 Springfield Rd

Plan KAP3617 Lot 23 Sec 22 Twn 26 Except Plan H12895 KAP59007, Lease/Permit/Licence #3466/1205, ODYD. PID 002-095-823 (the "Property");

- B. The Licensee wishes to construct and maintain three BC Transit Bus Stop Shelters on the Property (the "Works") which will be within District-owned property (known as the "Licence Area");
- C. The Licence Area is as described and located in "Schedule A";
- D. The District is prepared to grant the Licensee a Licence of Occupation pursuant to Section 35(11) of the *Community Charter*, S.B.C. 2003, c.26 for a term of 5 years (the "Term") over the Licence Area to enable the Licensee to complete and maintain the Works.

NOW THEREFORE in consideration of the payment of \$1.00 and other good and valuable consideration, from the Licensee to the District, the receipt and sufficiency is hereby acknowledged, the District and the Licensee covenant and agree as follows:

1. **Grant** – The District grants to the Licensee the non-exclusive right and licence to enter onto and use that portion of the Licence Area shown in bold on **Schedule A** which is attached hereto for the purposes of the agreement.
2. **Additional Rights** – For the purposes outlined in Section 1, the Licensee shall have the right to bring onto the Licence Area all necessary materials, vehicles, machinery and equipment.
3. **Term** – The duration of this Agreement and Licence herein granted shall be for a term of 5 years (the "Initial Term") commencing on the 28th day of July 2020, unless earlier terminated in accordance with Section 18.
4. **Extension** – The term of this Licence of Occupation may be renewed for a further 5 year period (the "Renewal Term") at the sole discretion of the District. Compensation to the District by the Licensee for the Renewal Period shall be no less than the Initial Term.
5. **State of Licence Area at Termination** – In the event that this Agreement terminates or expires for any reason, the Licensee will cease all occupation of the Licence Area and will remove all equipment, chattels, fixtures, buildings and other improvements, including the concrete pad and fixture infrastructure from the Licence Area. The Licensee will leave the Licence Area in a safe, clean and tidy condition and clear of contamination occurring since the date of commencement of this Agreement. In the event that the Licensee fails to remove any equipment or chattels upon termination of this Agreement then the District may do so and recover the expense thereof from the Licensee. All buildings, improvements and fixtures remaining on the Licence Area become the sole property of the District upon termination of this Agreement, without any compensation whatsoever to the Licensee.
6. **Non-exclusive Use** – The Licensee agrees that:
 - (a) the rights granted under this Agreement do not constitute any interest in the Licence Area or entitle the Licensee to exclusive possession of the Licence Area;
 - (b) the Licensee's rights under this Agreement are at all times subject to the rights and interest of the District as owner and possessor of the Licence Area.
7. **No Waste or Nuisance** – The Licensee will not do or permit anything that may become a nuisance to occupiers or invitees on adjoining lands.
8. **Terms and Conditions** – The Licensee will comply with all the terms, conditions, rules or regulations that the District may from time to time impose in respect of the use and administration of the Licence Area. The Licensee acknowledges that the fact that the Licence is granted by the District does not excuse the Licensee from obtaining building permits, development permits, business licences and other required permissions.
9. **Maintenance** – The Licensee will at its own expense keep the Licence Area in a safe, clean and tidy condition, and will erect boarding and fencing around the Licence Area prior to any construction.
10. **Compliance with Laws** – The Licensee will comply with all laws and regulations pertaining to its use and occupation of the Licence Area.
11. **Inspection by the District** – The District may review and inspect the Licence Area and the work which the Licensee is undertaking pursuant to this Agreement to determine if the Licensee is in compliance with the terms of this Agreement.
12. **No Transfer** – The rights granted to the Licensee under this Agreement may not be sub-licensed, assigned or otherwise transferred.

13. **Risk** – The Licensee accepts the Licence Area on an as-is basis and agrees that it will use the Licence Area at its own risk, and the District will not be liable in respect of any loss of life, personal injury, damage to property, loss of property or other loss or damage suffered by the Licensee, its contractors, subcontractors, agents, invitees, employees or any other person arising out of this Agreement or the use and occupation of the Licence Area except in the case of negligence or wilful act or omission by the District, its employees, agents or invitees.
14. **Indemnity** – The Licensee will indemnify and save harmless the District and its elected and appointed officials, officers, employees, agents and others from and against any claim, action, damage, liability, cost and expense in connection with loss of life, personal injury, loss of property, damage to property or other loss or damage arising from this Licence or any occurrence on or around the Licence Area during the term of this Licence, or by use or occupancy of the Licence Area by the Licensee or any default of the Licensee under this Agreement or any wrongful act, omission or negligence of the Licensee or its officers, employees, contractors, agents or others for whom the Licensee is responsible. This indemnity will survive the expiry or sooner termination of this Agreement.
15. **Release** – The Licensee hereby releases and forever discharges the District, its elected officials, officers, employees, agents and invitees, of and from any claim, causes of action, suit, demand, expense, cost, legal fees and compensation of whatever kind, whether known or unknown, at law or in equity, including without limitation any claim under the *Property Law Act* (collectively “Claims”), which the Licensee may have, sustain or suffer, as the case may be, now or in the future arising from the Works, other improvements in the Licence Area, the expiry or termination of this Licence, the exercise by the District of any of its rights under this Licence or from or in any way connected with the Licensee’s use of the Licence Area, except claims arising from the exclusive negligence of the District.
16. **Insurance** – During the term of this Agreement, the Licensee will carry public liability insurance, in a form and with an insurer acceptable to the District, insuring the Licensee and the District under this Agreement in an amount not less than \$5,000,000.00 per occurrence as set out in Schedule B, and any other type of insurance that the District may reasonably require. The Licensee will provide the District with proof of insurance at the time of execution of this Agreement and at other times upon request.
17. **Termination** – The District reserves the right to terminate this Agreement if the Licensee breaches any of its obligations under this Agreement and fails to remedy the breach with thirty (30) business days of receiving written notice from the District. The District will not be liable to compensate the Licensee for damages, costs or losses resulting from the exercise of this right of termination or any termination of this Licence.
18. **Early Termination** – The District reserves the right to terminate the Agreement at any time with thirty (30) days written notice to the Licensee, without liability to compensate the Licensee for damages, costs or losses resulting from the exercise of this right of termination.
19. **Notices** – Any notice given pursuant to this Agreement will be sufficiently given if it is in writing and delivered by hand or mailed by prepaid registered mail or sent by facsimile transmission to the intended party at its address set out on page 1 of this Agreement or to such other address as either party may provide in writing to the other pursuant to the provisions of this paragraph.

All notices to the District must be marked to the attention of the Director of Parks Services.

A notice will be deemed to be received on the day it is delivered, if delivered by hand, on the day of transmission, if sent by facsimile, or 3 days after the date it was mailed or if that day is not a business day, the next day that is a business day. If mailed, should there be at the time of mailing or between the time of mailing and the deemed receipt of the notice, a mail strike or slowdown, labour or other dispute which might affect the delivery of such notice by the mails, then such notice will only be effective if delivered by hand or sent by facsimile transmission.

20. **No Effect on Laws or Powers** – Nothing contained or implied herein prejudices or affects the District's rights and powers in the exercise of its functions pursuant to the *Local Government Act* or its rights and powers under any enactment to the extent the same are applicable to the Licence Area, all of which may be fully and effectively exercised in relation to the Licence Area as if this Agreement had not been fully executed and delivered.
21. **Severance** – If any portion of this Agreement is held invalid by a Court of competent jurisdiction, the invalid portion shall be severed and the decision that it is invalid must not affect the validity of the remainder of the Agreement.
22. **Further Actions** – Each of the parties hereto shall from time to time hereafter and upon any reasonable request of the other, execute and deliver, make or cause to be made all such further acts, deeds, assurances and things as may be required or necessary to more effectually implement and carry out the true intent and meaning of this Agreement.
23. **Waiver or Non-action** – Waiver by the District of any breach of any term, covenant or condition of this Agreement by the Licensee must not be deemed to be a waiver of any subsequent default by the Licensee. Failure by the District to take any action in respect of any breach of any term, covenant or condition of this Agreement by the Licensee must not be deemed to be a waiver of such term, covenant or condition.
24. **Reference** – Every reference to a party is deemed to include the heirs, executors, administrators, successors, servants, employees, agents, contractors and officers of such party wherever the context so requires or allows.
25. **General** –
 - (a) This Agreement will bind and benefit each party to this Agreement, and its respective corporate successors;
 - (b) The Schedules attached to this Agreement form part of this Agreement;
 - (c) This Agreement constitutes the entire agreement between the parties and may not be amended except by agreement in writing signed by all parties to this Agreement;
 - (d) Time is of the essence of this Agreement;
 - (e) This Agreement must be construed according to the laws of the Province of British Columbia.
 - (f) This License may be subject to approval of the RDCO Board Chair and Chief Administrative Officer.

As evidence of their agreement to be bound by the above terms and conditions, the parties have executed this Agreement below on the dates written below.

CITY OF KELOWNA by its authorized
Signatory:

REGIONAL DISTRICT OF CENTRAL OKANAGAN
by its authorized signatory:

Property Manager

Signature

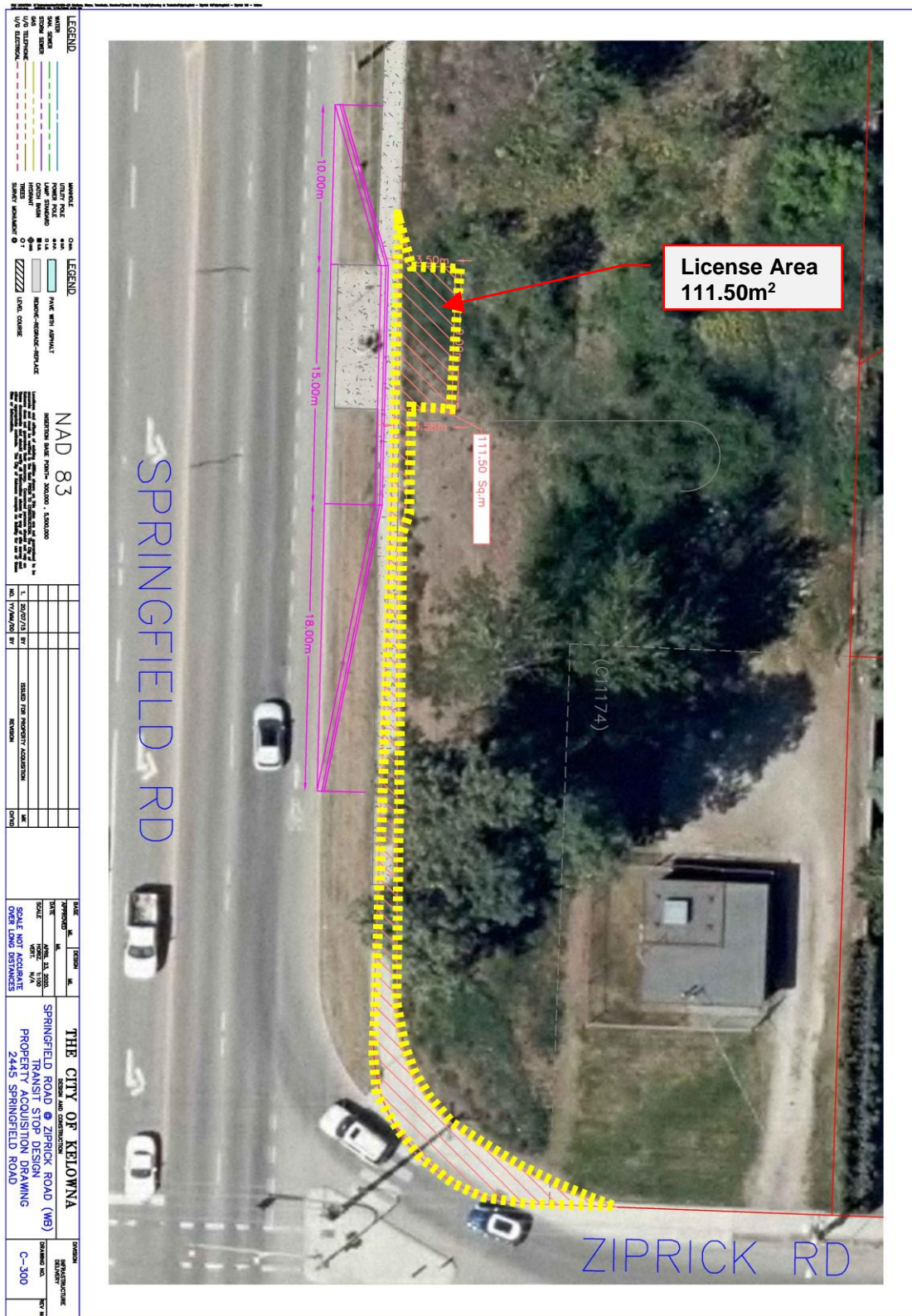
Print Name

Print Name

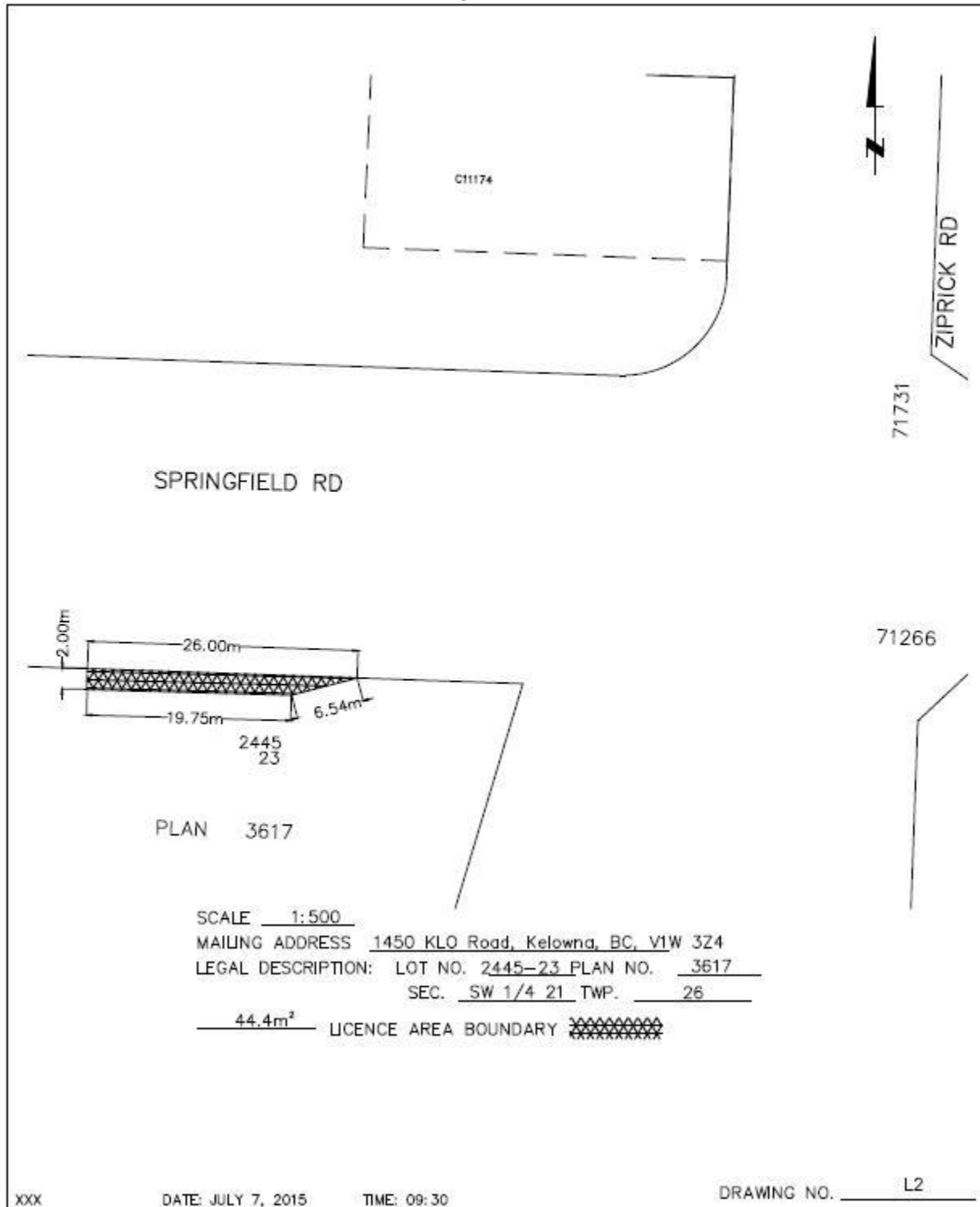
2 of 4 BC Transit Bus Stop Shelter Area Springfield Rd/Leckie Rd, Southeast



3 of 4 BC Transit Bus Stop Shelter Area Springfield Rd/Ziprick Rd, Northwest



4 of 4 BC Transit Bus Stop Shelter Area Springfield Rd/Ziprick Rd, Southwest (Renewal)



Schedule "B"

INSURANCE REQUIREMENTS

**CERTIFICATE OF INSURANCE**

City Dept.: City staff to complete prior to circulation
 Dept. Contact: _____
 Project/Contract/Event: _____

Insured

Name: _____
 Address: _____

Broker

Name: _____
 Address: _____

Location and nature of operation and/or contract reference to which this Certificate applies:

--

Type of Insurance	Company & Policy Number	Policy Dates		Limits of Liability/Amounts
		Effective	Expiry	
Section 1 Comprehensive General Liability including: <ul style="list-style-type: none"> • Products/Completed Operations; • Blanket Contractual; • Contractor's Protective; • Personal Injury; • Contingent Employer's Liability; • Broad Form Property Damage; • Non-Owned Automobile; • Cross Liability Clause. 				Bodily Injury and Property Damage \$ <u>5,000,000</u> Inclusive \$ _____ Aggregate \$ _____ Deductible
Section 2 Automobile Liability				Bodily Injury and Property Damage \$ <u>5,000,000</u> Inclusive

It is understood and agreed that the policy/policies noted above shall contain amendments to reflect the following:

1. Any Deductible or Reimbursement Clause contained in the policy shall not apply to the City of Kelowna and shall be the sole responsibility of the Insured named above.
2. The City of Kelowna is named as an Additional Insured.
3. 30 days prior written notice of material change and/or cancellation will be given to the City of Kelowna.

Print Name _____

Title _____

Company (Insurer or Broker) _____

Signature of Authorized Signatory _____

Date _____



LEGEND	
WATER	---
SAN. SEWER	---
STORM SEWER	---
GAS	---
U/G TELEPHONE	---
U/G ELECTRICAL	---

MANHOLE	○ M.H.
UTILITY POLE	● P.P.
POWER POLE	□ L.S.
LAMP STANDARD	⊗ C.B.
CATCH BASIN	⊕ H.D.
HYDRANT	⊙ T
TREES	⊙
SURVEY MONUMENT	⊙

LEGEND	
PAVE WITH ASPHALT	▨
REMOVE-REGRADE-REPLACE	▨
LEVEL COURSE	▨

NAD 83
INSERTION BASE POINT= 300,000 , 5,500,000

Locations and offsets of existing utilities shown on this plan are not guaranteed to be accurate and must be verified in the field PRIOR TO CONSTRUCTION. The City of Kelowna does not guarantee their accuracy. Concerned persons should not rely on these documents and should verify all information shown by way of site survey and other appropriate methods. The City of Kelowna accepts no liability for use of these files or information.

1.	20/07/17	BY	ISSUED FOR PROPERTY ACQUISITION	MK
NO.	YY/MM/DD	BY	REVISION	CH'KD

BASE	ML	DESIGN	ML
APPROVED	MK		
DATE	JULY 17, 2020.		
SCALE	HORIZ. 1:150		
	VERT. N/A		
SCALE NOT ACCURATE OVER LONG DISTANCES			

THE CITY OF KELOWNA		DIVISION	
DESIGN AND CONSTRUCTION		INFRASTRUCTURE DELIVERY	
SPRINGFIELD ROAD @ LECKIE RD (EB)		DRAWING NO.	REV NO.
TRANSIT BAY DESIGN		C-500	
PROPERTY ACQUISITION			
2345 - 2363 SPRINGFIELD ROAD			



NOT TO SCALE
NAD 83
DATE: 20/07/15
BY: CHYK
REVISION: 50
ISSUED FOR PROPERTY ACQUISITION
MK
CHYK

LEGEND

WATER
SAN. SEWER
STORM SEWER
GAS
U/G TELEPHONE
U/G ELECTRICAL

MANHOLE
UTILITY POLE
POWER POLE
LAMP STANDARD
CATCH BASIN
HYDRANT
TREES
SURVEY MONUMENT

○ M.H.
● U.P.
● P.P.
□ L.S.
■ C.B.
⊕ H.D.
○ T

LEGEND

PAVE WITH ASPHALT
REMOVE-REGRADE-REPLACE
LEVEL COURSE

NAD 83
INSERTION BASE POINT= 300,000 , 5,500,000

Locations and offsets of existing utilities shown on this plan are not guaranteed to be accurate and must be verified to the field PRIOR TO CONSTRUCTION. The City of Kelowna does not guarantee their accuracy. Concerned persons should not rely on these documents and should verify all information shown by way of site survey and other appropriate methods. The City of Kelowna accepts no liability for use of these files or information.

BASE	ML	DESIGN	ML
APPROVED	ML		
DATE	APRIL 23, 2020.		
SCALE	HORIZ. 1:100 VERT. N/A		
SCALE NOT ACCURATE OVER LONG DISTANCES			

THE CITY OF KELOWNA
DESIGN AND CONSTRUCTION

SPRINGFIELD ROAD @ ZIPRICK ROAD (WB)
TRANSIT STOP DESIGN
PROPERTY ACQUISITION DRAWING
2445 SPRINGFIELD ROAD

DIVISION	INFRASTRUCTURE DELIVERY
DRAWING NO.	REV NO.
C-300	



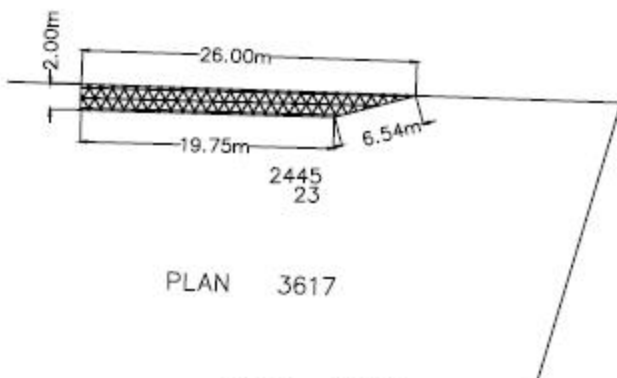
ZIPRICK RD

71731

C11174

SPRINGFIELD RD

71266



SCALE 1:500

MAILING ADDRESS 1450 KLO Road, Kelowna, BC, V1W 3Z4

LEGAL DESCRIPTION: LOT NO. 2445-23 PLAN NO. 3617

SEC. SW 1/4 21 TWP. 26

44.4m² LICENCE AREA BOUNDARY



Regional Board Report

TO: Regional Board

FROM: Todd Cashin
Director of Community Services

DATE: July 27, 2020

SUBJECT: UBCM – Community Excellence Awards Application

Voting Entitlement: *All Directors – Unweighted Corporate Vote – Simple Majority- LGA 208.1*

Purpose: To request Board support for a UBCM – Community Excellence Awards Application under the Sustainability category.

Executive Summary:

Since 2004, through the Community Excellence Awards, the Union of BC Municipalities (UBCM) recognizes its members that have implemented projects or programs that demonstrate excellence in meeting the purposes of local government in BC. Staff is currently preparing an application to submit for consideration in the 2020 Community Excellence Awards under the category of Sustainability for the Regional Floodplain Management Plan.

A Board resolution supporting RDCO's application is required as part of the application package. Accordingly, this matter is now before the Board for its consideration and approval.

RECOMMENDATION:

THAT the Regional Board approves submitting an application under the Union of BC Municipalities – 2020 Community Excellence Awards under the category of Excellence in Sustainability for the Regional Floodplain Management Plan.

Respectfully Submitted:

A handwritten signature in black ink, appearing to read "Todd Cashin".

Todd Cashin
Director of Community Services

Prepared by: Brittany Lange, Environmental Planner

Approved for Board's Consideration

A handwritten signature in black ink, appearing to read "M. Rilkoff".

Marilyn Rilkoff, Deputy CAO

Implications of Recommendation:

Strategic Plan:	Supporting the award application achieves the Regional Board Strategic Priorities 2019-2022 as follows: <ul style="list-style-type: none"> • Values: Collaboration, Regional Perspective, Resiliency, Good Governance. • Strategic Priorities: Sustainable Communities, Environment.
Policy:	Supporting the grant application complies with the Regional Growth Strategy: <ul style="list-style-type: none"> • Our Water Resources, Our Health, Our Climate.

Background:

Community Excellence Awards

The Community Excellence Awards recognize and celebrate UBCM members that have implemented projects or programs that demonstrate excellence in meeting the purposes of local government in BC. The purpose of the awards is to showcase projects or programs that demonstrate excellence in a selected category, and to encourage local governments to learn from the success of other members in order to implement changes in their own communities.

The awards are only open to UBCM members, including local government and First Nation members. There are four different categories, including:

1. Excellence in Governance
2. Excellence in Service Delivery
3. Excellence in Asset Management
4. Excellence in Sustainability

This application is focused on profiling the works completed under the Regional Floodplain Management Plan. The deadline for submissions is July 10, 2020, however, UBCM has granted the RDCO an extension and the Board's resolution can be received up until August 14, 2020.

Regional Floodplain Management Plan:

The RDCO represents one of the fastest growing areas in Canada over the past 20 years, and growth shows no signs of slowing down. The RDCO is a "waterfront community", characterized not only by many kilometres of lake shoreline, but also numerous watercourses that mostly originate in the upland forested watersheds around the region. The proximity to water means that flooding of developed areas can occur due to a combination of natural conditions and land use activity, and more flooding is to be expected with climate change. As such, the RDCO is committed to proactive management of flood hazards.

In response to this risk, the three-phase Regional Floodplain Management Plan (RFMP) has been initiated with the purpose of reducing flood risk, improving emergency response, and increasing resiliency to climate change. The overall objective of this framework was to develop a better understanding of flood risk within the RDCO in order to reduce the likelihood of damage from flooding. The three phases are as follows:

Phase 1 included the development of a Regional Floodplain Management Plan, finalized in 2016, that identified flood hazards and established the scope and priorities of Phase 2 and 3.

Phase 2 is nearing completion and focused on delineation and confirmation of the flood-prone streams and floodplains identified in Phase 1. Through funding from RDCO, OBWB, UBCM and NDMP, plus partnerships with local government agencies, the following projects have been completed or are currently underway:

- LiDAR and Aerial Image Acquisition for the Okanagan Valley Watershed.
- Okanagan Mainstem Flood Mapping.
- Dam Inundation Studies for Ideal (Belgo) Lake Dam and Crooked Lake Dam.
- Peachland / Trepanier Creeks Floodplain Mapping Project.
- Mill Creek Flood Mitigation Planning & Mapping Project.
- Mission Creek Flood Mitigation Planning & Mapping Project.
- Okanagan Lake Protection Strategy.
- Climate Projections report for the Okanagan.
- The proposed joint initiative by RDCO and City of West Kelowna to complete the dam inundation study for Rose Valley Reservoir.
- The joint RDCO and Okanagan Basin Water Board initiative to engage a multi-stakeholder committee (Okanagan Flood Mapping Project Coordination) that participated in the Okanagan Lakes Flood Level Mapping project.

Phase 3 seeks to use the information collected through Phases 1 and 2 to create mitigation strategies. Mitigation strategies may include:

1. avoidance and non-structural mitigation through development of stream-specific bylaws, watershed-specific development permit areas, policies for allowing exceptions to flood bylaws or Development Permit Areas, and rezoning; and
2. warning systems, education and public awareness. The project will include an extensive outreach component to gain input from member local governments, Syilx communities in the region, stakeholders and the public to ensure that the proposed mitigation options are acceptable and supported.

This final phase was recently awarded \$150,000.00 in grant funding through the UBCM Community Emergency Response Fund under the stream Flood Risk Assessment, Flood Mapping & Flood Mitigation Planning.

Further, in May the RDCO was awarded the Southern Interior Local Government Association (SILGA) Award for Community Excellence in Environmental Sustainability for the Okanagan Flood Mapping Project Coordination (see Appendix 'A').

Demonstrating Excellence in Environmental Sustainability

Through each Phase completed under the RFMP, the RDCO has demonstrated the importance of this program in meeting the RDCO's purpose as a local government by focusing on good governance, providing stewardship of public assets, and fostering environmental sustainability. This is shown through proactively planning to better prepare for and adapt to future changes in climate and the associated impacts that flooding has on the community.

Taking a proactive and regional approach offers the benefit of strengthening and building on the foundation of regional and provincial knowledge sharing and consistency. The RDCO has demonstrated exceptional leadership by bringing partners together from up and down the valley to focus policy and planning efforts on identifying potential flood hazards.

Works completed to date will assist with future land use decisions, mitigation planning, future flood risk assessment, or other flood-related works.

Furthermore, this project has incorporated a long-term sustainability approach by considering the cultural, social, economic, and environmental impacts associated with flood hazards and risks. This work is critical to maintaining wellbeing, including robust ecosystems, a thriving community, and a vibrant economy. Early efforts to prepare infrastructure and communities to the impacts climate change, such as increased precipitation and flooding, will reduce regional reliance on continued emergency management activations and support the ability of the region to thrive over time.

Conclusion:

It is recognized that the RDCO is somewhat ahead of the other regional districts and some of their member municipalities with respect to flood planning and readiness for mitigation planning. We believe that the work completed under this project, as an example, pilot and template, will be of significant benefit to other communities in the Okanagan Valley, the BC Interior, and the Province where there are few examples of comprehensive floodplain management frameworks as well as non-structural flood mitigation planning.

Alternative Recommendation:

THAT the Regional Board receive the report regarding the UBCM – Community Excellence Awards for information.

Considerations not applicable to this report:

- *Financial*
- *Organizational*
- *Legal/Statutory Authority*
- *External*

Attachment(s):

- Appendix 'A' – SILGA Community Excellence Award

2020 SILGA COMMUNITY EXCELLENCE AWARD WINNERS

NEWS RELEASE

The SILGA Board of Directors are pleased to announce the following winners of the 2020 SILGA Community Excellence Awards in the following categories:

Social Responsibility

City of Vernon

Partners in Action

Environmental Sustainability

RD Central Okanagan

Okanagan Flood Collaboration

Economic Development

City of Revelstoke

Food Security

The award ceremonies will be done virtually at an upcoming council/board meeting of the winning local government. To view these submissions please go to the SILGA website at <https://www.silga.ca/convention/excellence/>.

The SILGA board would like to thank all the local governments that submitted nominations; as in the past, the quality of the submissions this year made their selections difficult to make.



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January 31, 2020

Email: yoursilga@gmail.com

Dear SILGA Executive Director:

Re: 2020 SILGA Community Excellence Awards – Okanagan Flood Collaboration Project
Category: Environmental Sustainability

The Regional District of Central Okanagan respectfully submits its Okanagan Flood Collaboration project to the 2020 SILGA Community Excellence Awards under the Environmental Sustainability category.

Following the dramatic flooding in 2017, there was a desire by Okanagan local governments, First Nations, and the Province of BC to undertake risk assessments and flood mapping, and make the Okanagan more resilient to extreme precipitation. In partnership with the Okanagan Basin Water Board (OBWB), in 2018 the Regional District of Central Okanagan formed a collaborative multi-stakeholder committee (Okanagan Flood Mapping Project Coordination Committee) to engage stakeholders involved in Okanagan flood risk assessments, mapping and mitigation planning.

The RDCO's main responsibility with the Committee has been to coordinate and inform. In collaboration with OBWB, regular emails are distributed which outline the status of major projects, upcoming flood funding opportunities, and project coordination meetings. Meetings are jointly organized with OBWB while RDCO manages the Committee contact list, meeting invitations, and attendance.

In addition to OBWB and RDCO, the Committee is comprised of staff from:

- City of Armstrong
- City of Vernon
- Village of Lumby
- District of Coldstream
- City of West Kelowna
- District of Lake Country
- City of Kelowna
- District of Peachland
- District of Summerland
- Town of Osoyoos
- Okanagan Indian Band
- Westbank First Nation
- Osoyoos Indian Band,
- Penticton Indian Band
- Okanagan Nation Alliance
- Okanagan Collaborative Conservation Program
- Regional District of North Okanagan
- Regional District of Okanagan-Similkameen
- City of Penticton

The Province, represented by Ministry of Forests, Lands, Natural Resource Operations and Rural Development plus Emergency Management BC, has also been included as external participants.

Beneficial outcomes of this project include the following:

- Strengthen the foundation of regional and provincial knowledge-sharing and consistency.
- Staff resources have been leveraged and efficiencies realized.
- Collaborative projects have been initiated, such as:
 - LiDAR and Aerial Image Acquisition for the Okanagan Valley Watershed: With multiple funding partners, OBWB and GeoBC teamed up to manage the capture of LiDAR and digital aerial imagery for the Okanagan watershed.
 - Okanagan Mainstem Flood Mapping: A joint project with RDCO, OBWB, Regional District of Okanagan-Similkameen and Regional District of North Okanagan for flood modeling and mapping for the Okanagan mainstem lakes shorelines and reaches of the Okanagan river.

The Regional District of Central Okanagan is proud of our region's ongoing accomplishment; the Okanagan Flood Collaboration is a fantastic project to share with SILGA's members.

Sincerely,

A handwritten signature in black ink, appearing to read "Brian Reardon". The signature is fluid and cursive, with the first name "Brian" and last name "Reardon" clearly distinguishable.

Brian Reardon

Chief Administrative Officer