

ADMINISTRATIVE REPORT



TO: Board of Directors

FROM: J. Zaffino, Chief Administrative Officer

DATE: September 18, 2025

RE: Zoning Bylaw Amendment – Electoral Area “D” (D2025.006-ZONE)

Administrative Recommendation:

THAT the Okanagan Valley Zoning Amendment Bylaw No. 2800.55, 2025, be read a third time.

Purpose:

The purpose of proposed Zoning Bylaw amendment is to introduce a series of text amendments to the current Zoning Bylaw that would allow for exemptions to the current off-street parking requirements for a select number of parcels front Highway 97 in Okanagan Falls.

Specifically, it is being proposed to amend the Zoning Bylaw by:

- Revising the method in which off-street or loading spaces are calculated, where if the calculation to determine the number of off-street parking or loading spaces does not result in a whole number, the resulting number would be rounded down to the nearest whole number, rather than the current method of rounding up;
- Despite the current required number off-street vehicle parking spaces, no off-street parking spaces shall be required for a change of use or alteration of a building on a parcel within the subject plan area, provided there is no increase in gross floor area; and,
- No off-street parking spaces that existed as of April 21, 2022, would be permitted to be removed, re-purposed, or rendered unusable.

Strategic Priorities:

Operational

Background & Analysis:

At its meeting of June 19, 2025, the Planning & Development Committee resolved that the Okanagan Valley Zoning Bylaw Amendment Bylaw No 2800.55 be initiated.

At its meeting of August 7, 2025, the Regional District Board resolved to approve first and second reading of the Amendment Bylaw No. 2800.55, 2025, and scheduled a public hearing ahead of its meeting of September 4, 2025.

At the public hearing on September 4, 2024, the Regional District Board resolved to recess the public hearing and reconvene ahead of its meeting on September 18, 2025.

All comments received to date in relation to this application are included as a separate item on the Board Agenda.

Approval from the Ministry of Transportation and Transport (MoTT) is required prior to adoption as the proposed amendments involve lands within 800 metres of a controlled access highway (i.e. Highway 97 & 3).

Analysis:

Through the day-to-day use of the zoning bylaw and processing of various application types, including building permits (e.g. zone checks), Administration has identified an issue with the current zoning requirements for off-street vehicle parking.

More specifically, a four-block section of parcels fronting Highway 97 on its south and west side as it passes through Okanagan Falls (see Attachment No. 1 below).

The Okanagan Falls “townsite” was originally surveyed and subdivided in approximately 1893 and, as a result, there remain a number of small and narrow parcels that were subsequently developed prior to the introduction of zoning and with large building footprints (e.g. >80% parcel coverage).

This has resulted in the provision of on-site vehicle parking on these parcels being challenging and problematic when applications are received by the Regional District related to a change of use, particularly, when this change of use generates a vehicle parking demand that is greater than the use that previously occurred on the parcel.

In recognition that the built form and that many of these parcels *may* not be capable of providing off-street parking spaces, it is being recommended that a new exemption be introduced.

Specifically, it is being proposed that any change of use (e.g. a business changing from retail to a restaurant) or any alterations that do not result in additional floor area being created be exempt from the requirement to provide additional off-street vehicle parking spaces.

In support of this, Administration recognizes that there is on-street parking that already functions as a shared public resource along these blocks of Highway 97 and that this supports multiple businesses and users throughout the day.

Importantly, the proposed amendments would not apply to re-development proposals in which additional floor area – whether commercial or residential – is being proposed on a parcel. In these situations, a property owner would be required to provide required on-site vehicle parking in accordance with the requirements of the zoning bylaw.

Alternative:

Conversely, the option to maintain the status quo is available to the Board, but Administration is cognizant that the challenges of providing parking spaces on parcels in these blocks may discourage new business startups.

Financial Implications:

Financial implications have been considered and none were found.

Communication Strategy:

The proposed bylaw amendment(s) have been notified in accordance with the requirements of the *Local Government Act* as well as the Regional District’s Development Procedures Bylaw No. 2500, 2011.

Alternatives:

1. THAT first and second readings of the Okanagan Valley Zoning Amendment Bylaw No. 2800.55, 2025, be rescinded and the bylaws be abandoned.

Will a PowerPoint presentation be presented at the meeting? No

Respectfully submitted:

Jerritt Cloney

Jerritt Cloney
Planner I

Endorsed By:



C. Garrish
Senior Manager of Planning

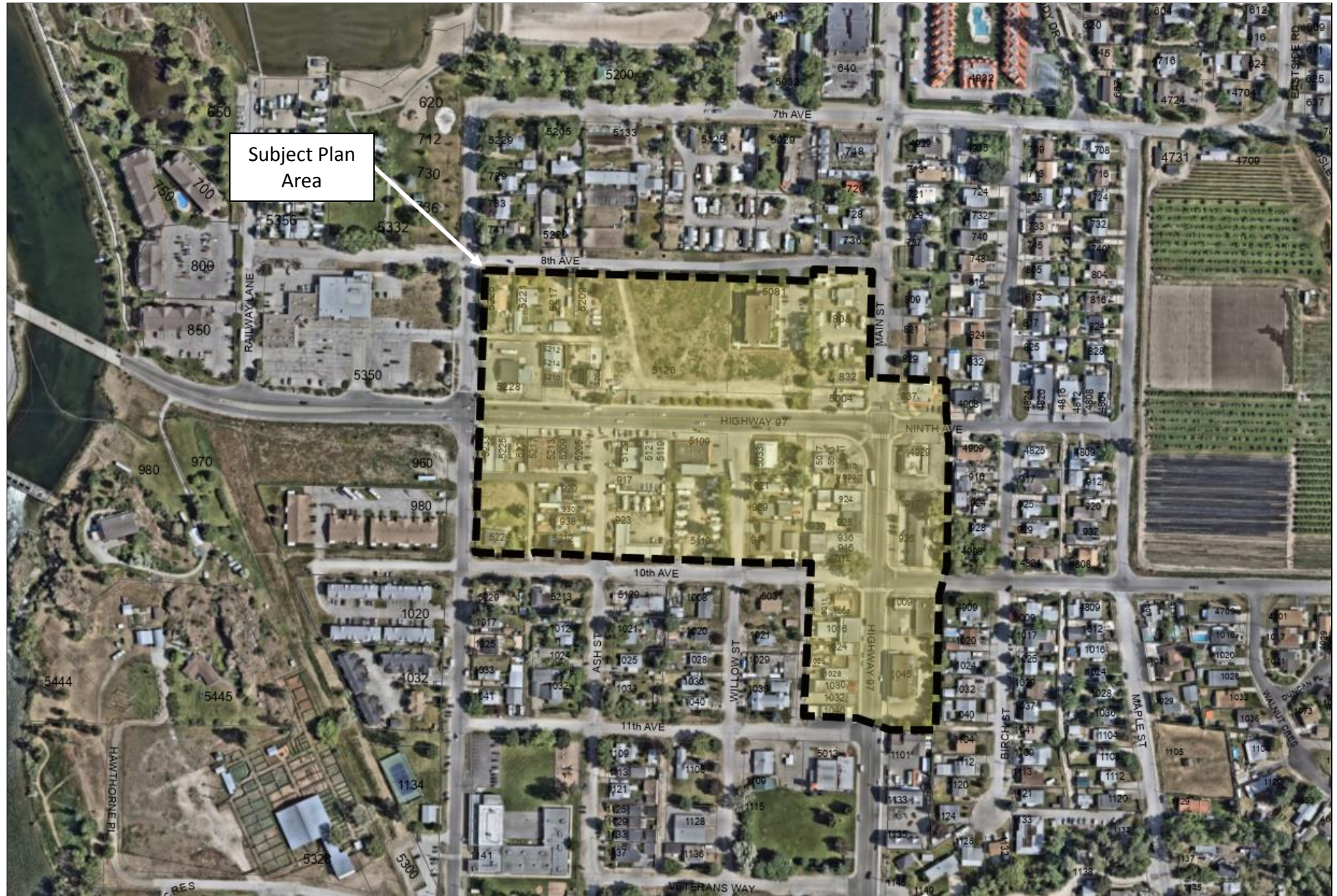
Endorsed By:



A. Fillion
Managing Director, Dev. & Infrastructure

Attachments: No. 1 – Okanagan Falls Parking Area
No. 2 – Site Photos
No. 3 – Site Photos

Attachment No. 1 – Okanagan Falls Parking Area



Attachment No. 2– Site Photos



Attachment No. 3 – Site Photos

