



## **CORPORATION OF THE CITY OF VERNON**

### **ADVISORY PLANNING COMMITTEE**

**WEDNESDAY, OCTOBER 16, 2019**

**4:00 pm – OKANAGAN LAKE ROOM**

## **A G E N D A**

**1. ADOPTION OF AGENDA**

**2. ADOPTION OF MINUTES**

October 1, 2019 (attached)

**3. NEW BUSINESS**

a) **ZONING BYLAW TEXT AMENDMENT** – Accessible Parking

b) **ZONING BYLAW TEXT AMENDMENT** - Development Regulations for  
Emergency Shelters

**4. INFORMATION ITEMS**

a) The Staff Liaison reviewed APC related items discussed at the October 15,  
2019 Council meeting.

**5. NEXT MEETING**

The next meeting is tentatively scheduled for Tuesday, October 29, 2019.

**6. ADJOURNMENT**



## THE CORPORATION OF THE CITY OF VERNON

### MINUTES OF ADVISORY PLANNING COMMITTEE MEETING

HELD

TUESDAY, OCTOBER 1, 2019

**PRESENT:** VOTING

Mark Longworth, Chair  
Doug Neden, Vice-Chair  
Phyllis Kereliuk  
Bill Tarr  
Jamie Paterson  
Monique Hubbs-Michiel  
Larry Lundgren  
Harpreet Nahal (4:02 p.m.)

NON VOTING

Councillor Mund  
Mayor Cumming

**ABSENT:** Lisa Briggs  
Harpreet Nahal  
Don Schuster

**STAFF:** Craig Broderick, Manager, Current Planning/Staff Liaison  
Laurie Cordell, Manager, Long Range Planning & Sustainability  
Keltie Chamberlain, Economic Development Planner  
Ellen Croy, Transportation Planner  
Ed Stranks, Manager, Engineering Development Services  
Rushi Gadoya, Environmental Planning Assistant  
Janice Nicol, Legislative Committee Clerk

**ORDER**

The Chair called the meeting to order at 4:00 p.m.

**ADOPTION OF  
AGENDA**

Moved by Jamie Paterson, seconded by Larry Lundgren;

THAT the agenda of the Advisory Planning Committee meeting for October 1, 2019 be adopted.

**CARRIED.**

**ADOPTION OF  
MINUTES**

Moved by Doug Neden, seconded by Phyllis Kereliuk;

THAT the minutes for the Advisory Planning Committee meeting of September 4, 2019 be adopted.

**CARRIED.**

**NEW BUSINESS:****DEVELOPMENT  
VARIANCE PERMIT  
APPLICATION FOR  
#2 50 KESTREL  
PLACE**

The Environmental Planning Assistant reviewed development variance permit application DVP00459 for #2 50 Kestrel Place. The Committee noted the following:

- It was felt that the work has improved the property.
- The Committee felt it was difficult to access the property due to a coded gate - it is a bare-land strata, improvements will be made in the future when these type of developments are being considered by the APC.

Moved by Monique Hubbs-Michiel, seconded by Bill Tarr;

THAT the Advisory Planning Committee recommends that Council support development variance permit application DVP00459 to vary Section 4.13.2 of Zoning Bylaw #5000 by allowing construction works within 15m from the High Water Mark of Okanagan Lake to accommodate enclosing an existing second story balcony and construction of concrete base at LT 11 PL KAS2694 DL 297 ODYD (#2 – 50 Kestrel Place),

AND FURTHER, that Council's support of DVP00459 is subject to the following:

- a) that the Riparian Areas Regulation (RAR) assessment by Canyon Wren Consulting Inc. dated June 21, 2019, identifying compensation works to be completed by the applicant, be attached to and form part of DVP00459 as Schedule 'A', and
- b) that the Site Plan by Monashee Surveying and Geomatics dated July 6, 2019 be attached to and form part of DVP00459 as Schedule 'B'.
- c) that the applicant provide additional riparian compensation of native planting at the ratio of 3:1.

**CARRIED.**

**REZONING AND  
DEVELOPMENT  
VARIANCE PERMIT  
APPLICATIONS FOR  
3610 25 AVENUE**

The Economic Development Planner reviewed rezoning applications ZON00335 and DVP00455 for 3610 25 Avenue. The Committee noted the following concerns:

- Not enough permeable surfaces on site as the water table seems high in the area
- Seems there are a large number of four-bedroom units that may not be occupied
- Loss of a number of mature trees on site
- Parking could be reworked to make vehicle movement easier
- No sidewalk on 24<sup>th</sup> Avenue as there is high population on both sides of the street, there is need for a sidewalk on the north side of 24<sup>th</sup> Avenue
- If there are people residing in the development using scooters, there needs to be some path or sidewalk for them
- Companion piece to this rezoning is sidewalks and it should not be assumed that people using the sidewalk do not go south
- There is a missing assumption that if parking is limited, you will not use a vehicle or not live in the development
- A link between 24<sup>th</sup> and 25<sup>th</sup> Avenue through a walkway, would make pedestrian traffic travel easier
- If the walkway is required by the City, could it not be expropriated?
- Suggestions that a gate be installed linking the subject property to the partial walkway so pedestrians can access the site (without having the entire walkway constructed).

Moved by Doug Neden, seconded by Harpreet Nahal ;

THAT the Advisory Planning Committee recommends that Council support the Rezoning application #ZON00335 from RM1 – Row Housing Residential to RH1 – Low-Rise Apartment Residential on Lot AMD2, Plan 9095, District Lot 71, ODYD Except Plan M8066 & 20058, See DD272719F;

AND FURTHER, that the Advisory Planning Committee recommends that Council support of ZON00335 is subject to the following:

- a) That the owner is to provide a 1.5m dedicated road right of way for a walkway on the west side of the property to link 25<sup>th</sup> Avenue and 24<sup>th</sup> Avenue in the future;

- b) That the owner is to dedicate road frontage for a dedicated parking lane for on-street parking on 24<sup>th</sup> Avenue;
- c) That the owner enter into a Housing Agreement with the City to permit reductions in parking or loading requirements; and
- d) That the owner is to provide an additional bicycle parking stall beyond the minimum Zoning Bylaw #5000 requirement;

AND FURTHER, that the Advisory Planning Committee recommends that Council support Development Variance Permit application #DVP00445 to vary the following sections of Subdivision and Development Servicing Bylaw #3843 on Lot AMD2, Plan 9095, District Lot 71, ODYD Except Plan M8066 & 20058 (3610 25<sup>th</sup> Avenue):

- a) To vary Sections 3.5.3 and 3.5.4 to increase the maximum combined access width of 8m for two access points, and reduce the minimum stopping sight distance (MSSD).

**CARRIED, with Larry Lundgren and Mayor Cumming opposed.**

**DEVELOPMENT  
VARIANCE PERMIT  
APPLICATION FOR  
3603 PLEASANT  
VALLEY ROAD**

The Manager, Current Planning reviewed development variance permit application DVP00457 for 3603 Pleasant Valley Road. The Committee noted the following:

- Concern that the new lot will obscure the existing house
- Concern that the new lot owners will require a number of variances
- Variance for rear yard setback to 6.6m is incorrect, should 6.5m.

Moved by Doug Neden , seconded by Monique Hubbs-Michiel;

THAT the Advisory Planning Committee recommends that Council support Development Variance Permit Application #DVP00457 to vary the following section of Zoning Bylaw #5000 in order to allow the further subdivision of Lot 4, Sec 2, Twp 8, ODYD, Plan 336 (3603 Pleasant Valley Road) which contains an existing residence:

- a) to vary Section 9.5.5. to reduce the rear yard setback for a 2 or 2.5 storey portion of the existing building from 7.5 m to ~~6.6 m.~~ 6.5 m.

AND FURTHER, that the Advisory Planning Committee recommends that Council support removal of Section 219 Covenant CA235256 which requires a rear yard setback of 7.5 m, currently registered on the title of Lot 4, Sec 2, Twp 8, ODYD, Plan 336.

**CARRIED.**

**INFORMATION ITEMS:**

**DRAINAGE CONCERNS**

At the September 4, 2019 meeting the Committee had concerns regarding the amount of paving and the impact on downstream storm systems for the development on the west side of 20<sup>th</sup> Street near Hunter’s Store and similar developments with a high degree of site coverage paving. The Manager, Engineering Development Services gave the following report:

- changes to the drainage bylaw do not allow hardpiping roof drainage into storm system.
- Current regulations require on-site systems to put minor storm events back into the ground.

The Manager, Current Planning reviewed the following APC related applications discussed at the September 16, 2019 Council meeting:

- **DVP00452 – 2005 28<sup>th</sup> Cres.** – issued, once all conditions are satisfied
- **OCP00079/ZON00374 – 1700 Polson Drive** – received first and second readings, PH scheduled for October 28
- **ZON00341 – 7497 & 7501 Brooks Lane** – received first and second readings, PH scheduled for October 28.

**NEXT MEETING**

The next meeting of the Advisory Planning Committee is tentatively scheduled for Wednesday, October 16, 2019.

**ADJOURNMENT**

The meeting of the Advisory Planning Committee adjourned at 4:59 p.m.

**CERTIFIED CORRECT:**

\_\_\_\_\_ **Chair**



# THE CORPORATION OF THE CITY OF VERNON REPORT TO COUNCIL

**SUBMITTED BY:** Ellen Croy  
Transportation Planner

**COUNCIL MEETING:** REG  COW  I/C   
**COUNCIL MEETING DATE:** October 28, 2019  
**REPORT DATE:** October 8, 2019  
**FILE:** 6450

**SUBJECT: REFINED ZONING BYLAW #5000 ACCESSIBLE PARKING AMENDMENTS**

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## **PURPOSE:**

To provide Council with proposed Zoning Bylaw #5000 amendments to refine accessible parking space requirements in off-street parking lots for consideration of First and Second Readings.

## **RECOMMENDATION:**

THAT Council endorse amendments to Zoning Bylaw #5000, as shown in red in Attachment 2 in the report titled "Refined Zoning Bylaw #5000 Accessible Parking Amendments" dated October 8, 2019 by the Transportation Planner, that would revise accessible off-street parking requirements to follow current best practice.

## **ALTERNATIVES & IMPLICATIONS:**

1. THAT Council receive the report titled "Refined Zoning Bylaw #5000 Accessible Parking Amendments" dated October 8, 2019 by the Transportation Planner, that would revise accessible off-street parking requirements to follow current best practice.

*Note: This alternative would mean that the existing accessible off-street parking requirements, based on the previous 2012 BC Building Code, would be retained and not refined further. The accessible parking requirements would not follow recommended best practice.*

## **ANALYSIS:**

### **A. Committee Recommendations:**

At its meeting of October 17, 2019 the Advisory Planning Committee passed the following resolution:

...

At its meeting of October 18, 2019 the Transportation Advisory Committee passed the following resolution:

...

### **B. Rationale:**

1. In fall 2018, the revision of the BC Building Code removed accessible off-street parking regulations which meant municipalities became responsible for implementing accessible off-street parking requirements for their communities. At its Regular Meeting of April 23, 2019, Council endorsed amendments to Zoning Bylaw #5000 (Attachment 1) that included accessible off-street parking regulations that aligned with the

2012 BC Building Code. This was intended as an interim measure until the regulations could be further refined to follow best practice. At its Regular Meeting of April 23, 2019, Council also directed Administration to complete further research to refine the new accessible off-street parking requirements (Attachment 2) to meet current best practice and to meet the needs of Vernon.

2. Administration conducted further research to determine appropriate accessible off-street parking regulations for Vernon. Administration reviewed other communities (including Kamloops, Kelowna, Penticton, West Kelowna, Lake Country, Richmond, New Westminster, and Surrey) and accessibility guidelines including the CSA Technical Standard B651 Accessibility in the Built Environment (2018) and SPARC BC's The Accessible Community Bylaws Guide (2009). Administration also retained a consultant to complete an overview of the proposed bylaw amendments.
3. As directed by Council, Administration brought the proposed amendments to the Advisory Planning Committee at its meeting of October 17, 2019, and the Transportation Advisory Committee at its meeting of October 18, 2019 for their review and comment. Their input is provided in Attachment 3.
4. The recommended amendments (Attachment 2) no longer follow the 2012 BC Building Code and include the following main changes:
  - **Increase the proportion of required accessible off-street parking spaces from 1% of all parking required to 4% of all parking required, for any parking areas requiring more than 10 parking spaces.** Note that the existing requirement for one accessible parking space for each accessible viewing space and accessible sleeping unit would remain in place. The increase from 1% to 4% is recommended due to existing demand and future need. As per the Official Community Plan, the proportion of residents aged 65 or older is anticipated to increase to 35.5% by year 2036, an increase from 24% in 2016. While it is anticipated that some land uses may have a higher need for accessible parking (e.g. medical offices), many of these developments would provide additional accessible parking spaces based on market demand.
  - **Change the accessible parking space width requirement from 3.7 m wide to 2.6 m wide plus a 2.0 m shared side access aisle.** Note that the total combined width of a single space would be 4.6 m, but when there are two spaces side-by-side, the average width per space is 3.6 m due to the ability to share the side access aisle. The addition of a shared side access aisle is in response to the growing need for side loading vans for loading and unloading mobility devices.
  - **Introduce a 2.0 m rear access aisle for parallel accessible parking spaces.** The intent of this provision is to again provide additional loading and unloading area in the rear of vehicles.
  - **Additional signage and pavement marking requirements.** The proposed amendments provide additional regulations regarding signage and pavement markings to ensure that accessible parking spaces are easily identifiable and that there is consistency in developments across the City.
  - **Introduce a minimum distance between required accessible parking spaces and a main building entrance.** The 30 m distance was provided to reduce walking distances for those with reduced stamina. The CSA Technical Standard B651 Accessibility in the Built Environment (2018) generally requires that accessible paths of travel that are longer than 30 m provide additional resting space, suggesting that 30 m is the recommended threshold.
  - **Introduce a minimum required vertical clearance of 2.75 m.** The existing required vertical clearance for standard parking spaces is 2.0 m, so the additional 0.75 m is intended to provide increased clearance for the loading and unloading of mobility devices.
5. The recommended amendments to Zoning Bylaw #5000 (Attachment 2) to improve accessible off-street parking provisions across the City are anticipated to better reflect the need across the City and better meet future demand.

**C. Attachments:**

- Attachment 1 – Adopted Amendments to Zoning Bylaw #5000 – June 18, 2019
- Attachment 2 – Proposed Refined Amendments to Zoning Bylaw #5000
- Attachment 3 – Comments from the Advisory Planning Committee and Transportation Advisory Committee

**D. Council’s Strategic Plan 2019 - 2022 Goals/Deliverables:**

The subject involves the following objectives in Council’s Strategic Plan 2019-2022:

- Work towards a sustainable Vernon – environmentally, economically and socially.
- Encourage sustainable infrastructure, agriculture and landscaping.

**E. Relevant Policy/Bylaws/Resolutions:**

1. The Official Community Plan (OCP) has the following applicable policies:

- 11.11 Ensure that Transportation Demand Management measures and initiatives take a high priority in transportation planning. A target of 20% for walking, cycling and transit mode share has been set for 2040 to further encourage the use of alternative forms of transportation. To achieve this, the City shall:
  - j. Review the parking regulations in the Zoning Bylaw regularly to ensure that parking required as part of new development is consistent with anticipated demand.

**BUDGET/RESOURCE IMPLICATIONS:**

None.

Prepared by:

Approved for submission to Council:

**X**

\_\_\_\_\_  
Signer 1

\_\_\_\_\_  
Will Pearce, CAO

Ellen Croy  
Transportation Planner

Date: \_\_\_\_\_

**X**

\_\_\_\_\_  
Signer 2

Kim Flick  
Director, Community Infrastructure and Development

**REVIEWED WITH**

- |   |   |  |
|---|---|--|
| <input type="checkbox"/> Corporate Services                                       | <input type="checkbox"/> Operations           | <input checked="" type="checkbox"/> Current Planning               |
| <input type="checkbox"/> Bylaw Compliance   | <input type="checkbox"/> Public Works/Airport | <input type="checkbox"/> Long Range Planning & Sustainability      |
| <input type="checkbox"/> Real Estate  | <input type="checkbox"/> Facilities           | <input checked="" type="checkbox"/> Building & Licensing           |
| <input type="checkbox"/> RCMP   | <input type="checkbox"/> Utilities            | <input type="checkbox"/> Engineering Development Services          |
| <input type="checkbox"/> Fire & Rescue Services                                   | <input type="checkbox"/> Recreation Services  | <input type="checkbox"/> Infrastructure Management                 |
| <input type="checkbox"/> Human Resources  | <input type="checkbox"/> Parks                | <input checked="" type="checkbox"/> Transportation                 |
| <input type="checkbox"/> Financial Services                                       |   | <input checked="" type="checkbox"/> Economic Development & Tourism |
| <input checked="" type="checkbox"/> COMMITTEE: APC (Oct.17/19)<br>TAC (Oct.18/19) |   |  |
| <input type="checkbox"/> OTHER:   |   |  |

THE CORPORATION OF THE CITY OF VERNON

BYLAW NUMBER 5744

A bylaw to amend the City of Vernon  
Zoning Bylaw Number 5000

WHEREAS the Council of The Corporation of the City of Vernon has determined to amend the City of Vernon Zoning Bylaw #5000 to add text amendments to Section 7 – Parking & Loading;

AND WHEREAS all persons who might be affected by this amendment bylaw have, before the passage thereof, been afforded an opportunity to be heard on the matters herein before the said Council, in accordance with the provisions of Section 464 of the Local Government Act, and all amendments thereto;

NOW THEREFORE the Council of The Corporation of the City of Vernon, in open meeting assembled, enacts as follows:

1. This bylaw may be cited as the "**Zoning Text (Accessible Parking & Loading) Amendment Bylaw Number 5744, 2019**"
2. The City of Vernon Zoning Bylaw Number 5000 be, and is hereby amended, as follows:
  - (i) **AMENDING Section 2 – Interpretation, Section 2.3 General Definitions to ADD a new definition of 'Accessible Viewing Position', 'Accessible Parking Space', and 'Accessible Sleeping Unit' as shown in RED on attached Schedule 'A';**
  - (ii) **AMENDING Section 7 – Parking & Loading, 7.1 On-site Vehicle Parking – 7.1.1, 7.1.7, 7.1.11 and Section 7.3 Development Standards, Vehicle Parking and Loading - 7.3.2 and 7.3.8 to REVISE accessible parking space requirements and terminology as shown in RED on attached Schedule 'B' to align with the 2012 BC Building Code.**
3. Zoning Bylaw Number 5000 is hereby ratified and confirmed in every other respect.

BYLAW NUMBER 5744

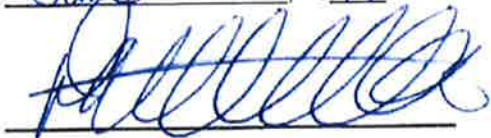
PAGE 2

READ A FIRST TIME this 23<sup>rd</sup> day of April, 2019.

READ A SECOND TIME this 23<sup>rd</sup> day of April, 2019.

PUBLIC HEARING held this 13<sup>th</sup> day of May, 2019.

READ A THIRD TIME this 13<sup>th</sup> day of May, 2019.

Approved pursuant to section 52(3)(a) of the *Transportation Act* this 18 day of  
June, 2019  
  
D. Lantzenhammer  
for Minister of Transportation & Infrastructure  
Bylaw 5744/MoTI 2019-02646

ADOPTED this 24<sup>th</sup> day of June, 2018.

  
Mayor

  
Dep. Corporate Officer

**SCHEDULE 'A'**

**Attached to and Forming Part of Bylaw 5744**  
**“Zoning Text (Parking & Loading) Amendment Bylaw Number 5744, 2019”**

**2.3 General Definitions**

**ABUT or ABUTTING** means immediately contiguous to, or physically touching, and when used with respect to lots or sites, means two that share a common property line.

**ACCESSIBLE VIEWING POSITION** means a space that is required to be designated for wheelchair use within rooms or areas with fixed seats as per the BC Building Code.

**ACCOUNTING SERVICES** means the provision of general bookkeeping and accounting services to the public in an office setting.

...

**PARKING SPACE** means an on-site space of the size and dimensions to park one vehicle in conformance with Section 7 of this Bylaw exclusive of driveways, aisles, ramps, or obstructions.

**PARKING SPACE, ACCESSIBLE** means an on-site parking space marked with the international symbol of access, and can only be used by people with a valid accessible parking permit issued to a person with disabilities under the Motor Vehicle Act.

**PARTICIPANT RECREATION SERVICES, INDOOR** means facilities within an enclosed building for sports, active recreation and performing and cultural arts where patrons are predominantly participants. Typical uses include but are not limited to athletic clubs, health and fitness clubs, swimming pools, rifle and pistol ranges, bowling alleys, and racquet clubs.

...

**PAR SLEEPING UNIT** means a sleeping room not equipped with self-contained cooking facilities, providing accommodation for guests, residents or employees.

**SLEEPING UNIT, ACCESSIBLE** means a sleeping room or bed space that is required to conform to accessible design provisions as per the BC Building Code.

**SPECIAL NEEDS HOUSING** means housing under section 905 of the Local Government Act that is used for persons who need subsidized housing because of financial, personal, mental or physical disabilities.

## SCHEDULE 'B'

### Attached to and Forming Part of Bylaw 5744 "Zoning Text (Parking & Loading) Amendment Bylaw Number 5744, 2018"

#### 7.1 On-site Vehicle Parking

7.1.1 On-site parking requirements established prior to the adoption of this Bylaw shall deem to be the applicable parking requirements for existing **development** established prior to the City of Vernon Zoning Bylaw #5000. Where any new **development** is proposed, change of **use** of existing **development**, or enlargement of existing **development** after the adoption of this Bylaw, on-site **vehicle** parking (including **accessible parking spaces** and **visitor** parking ~~for the disabled and visitors~~) shall be provided by the property owner in accordance with Table 7.1 of this Bylaw.

7.1.7 ~~Parking spaces for the disabled~~ **Accessible parking spaces:**

- ~~shall be designated if the B.C. Building Code requires such parking spaces at a ratio of one accessible parking space per 100 parking spaces~~, when the total number of **parking spaces** provided on a property exceeds 50, and in addition, shall be designated at a rate of one for each **accessible viewing position** and **accessible sleeping unit** provided on a property;
- shall have a firm, slip-resistant, level, and hard surfaced area;
- shall be clearly marked as an **accessible parking space** ~~designated as parking space~~ using appropriate signage; ~~and,~~
- shall be provided with an accessible path of travel between the **accessible parking spaces** and the property's facility entrance as required in the *BC Building Code*; and,
- shall be included in the calculation of the applicable minimum parking requirement.

#### Size

7.1.11 Each required on-site **parking space** shall conform to the following provisions, as illustrated in Diagram 7.1:

- except as provided below, each required on-site **parking space** shall be a minimum of 2.5m in width with a minimum clear length of 6.0m exclusive of access drives or aisles, ramps, columns. **Parking spaces** shall have a vertical **clearance** of at least 2.0m. For parallel parking, the length of the **parking spaces** shall be increased to 7.0m, except that an end space with an open end shall be a minimum of 5.5m. For **parking spaces** other than parallel **parking spaces**, up to 40% of the required **parking spaces** may be of a length shorter than that required above, to a minimum of 5.0m.
- where the **use** of a **parking space** is limited on both sides by a wall or a column, the unobstructed width from face to face of the obstructions shall be 3.0m, and if in this case, a **building** door opens into the **parking space** on its long side, the unobstructed width shall be 3.3m. Where the **use** of a **parking space** is limited to one side by a wall or a column, the unobstructed width of the **parking space** shall be 2.7m, and if in this case, a **building** door opens into the **parking space** on its long side, the unobstructed width shall be 3.0m.
- **parking spaces** for oversized **vehicles** shall be a minimum of 4.0m in width with a minimum clear length of 12.0m exclusive of access drives or aisles, ramps, columns. Oversized **parking spaces** shall have a vertical **clearance** of at least 4.0m.
- ~~disabled~~**accessible** **parking spaces** shall be a minimum 3.7m in width and minimum 6.0m in length;
- boat launch **vehicle** and trailer **parking spaces** shall be a minimum of 3.0m in width and a minimum of 12.0m in length.

**SCHEDULE 'B'**  
**Attached to and Forming Part of Bylaw 5744**  
**“Zoning Text (Parking & Loading) Amendment Bylaw Number 5744, 2019”**

**7.3 Development Standards**

**Vehicle Parking and Loading**

- 7.3.2 Every on-site parking or loading area required by this Bylaw to accommodate 4 or more vehicles:
- shall clearly delineate individual **parking spaces, loading spaces, ~~spaces for the disabled accessible parking spaces~~**, maneuvering aisles, entrances, and exits with pavement markings, signs, and/or other physical means;
  - shall be designed to allow forward entry to and exit from the property on which the parking or loading area is located directly to a dedicated public **street or lane**, without encumbering any lands other than the subject property. This provision does not apply where parking or loading can be provided and accessed directly from an **abutting lane**;
  - shall direct surface drainage to the public storm sewer system, if available, or alternatively to approved planting areas or an approved on-site drainage system; and
  - shall be constructed with surface grades not exceeding 6%.
- 7.3.8 ~~Disabled parking~~ **Accessible parking spaces** shall be located close to a main **building** entrance. ~~and on a level hard surfaced area.~~

THE CORPORATION OF THE CITY OF VERNON

BYLAW NUMBER 5787

A bylaw to amend the City of Vernon  
Zoning Bylaw Number 5000

WHEREAS the Council of The Corporation of the City of Vernon has determined to amend the City of Vernon Zoning Bylaw #5000 to add text amendments for accessible parking;

AND WHEREAS all persons who might be affected by this amendment bylaw have, before the passage thereof, been afforded an opportunity to be heard on the matters herein before the said Council, in accordance with the provisions of Section 464 of the Local Government Act, and all amendments thereto;

NOW THEREFORE the Council of The Corporation of the City of Vernon, in open meeting assembled, enacts as follows:

1. This bylaw may be cited as the "**Zoning Text (Accessible Parking) Amendment Bylaw Number 5787, 2019**"
2. The City of Vernon Zoning Bylaw Number 5000 be, and is hereby amended, as follows:
  - (i) **AMENDING Section 2 – Interpretation, Section 2.3 General Definitions to ADD a new definition of ‘Accessible Path of Travel’ as shown in RED on attached Schedule ‘A’;**
  - (ii) **AMENDING Section 7 – Parking & Loading, 7.1 On-site Vehicle Parking – 7.1.7, 7.1.11, 7.1.14, Diagram 7.1 and Section 7.3 Development Standards, Vehicle Parking and Loading - 7.3.6 and 7.3.8 to REVISE accessible parking space requirements and terminology as shown in RED on attached Schedule ‘B’.**
  - (iii) **AMENDING Section 7 – Parking & Loading, 7.1 On-site Vehicle Parking – 7.1.2, 7.1.6 and Section 7.2 On-site Loading – 7.2.3, and 7.2.6 to REVISE the name of the Ministry of Transportation to the Ministry of Transportation and Infrastructure as shown in RED on attached Schedule ‘B’.**
3. Zoning Bylaw Number 5000 is hereby ratified and confirmed in every other respect.



**SCHEDULE 'A'**

**Attached to and Forming Part of Bylaw 5787**

**“Zoning Text (Parking & Loading) Amendment Bylaw Number 5787, 2019”**

**ABUT** or **ABUTTING** means immediately contiguous to, or physically touching, and when used with respect to lots or sites, means two that share a common property line.

**ACCESSIBLE PATH OF TRAVEL** has the meaning prescribed in the BC Building

**ACCESSIBLE VIEWING POSITION** means a space that is required to be designated for wheelchair use within rooms or areas with fixed seats as per the BC Building Code. (Bylaw 5744)

## **7.0 Parking & Loading**

### **7.1 On-site Vehicle Parking**

7.1.1 On-site parking requirements established prior to the adoption of this Bylaw shall deem to be the applicable parking requirements for existing **development** established prior to the City of Vernon Zoning Bylaw #5000. Where any new **development** is proposed, change of **use** of existing **development**, or enlargement of existing **development** after the adoption of this Bylaw, on-site **vehicle** parking (including **accessible parking spaces** and visitor parking) shall be provided by the property owner in accordance with Table 7.1 of this Bylaw.  
(Bylaw 5744)

#### **Number of Spaces**

7.1.2 The minimum number of on-site **vehicle parking spaces** required for each **use** is specified in the Parking Schedule (Table 7.1) except where additional parking is required by the *Ministry of Transportation and Infrastructure* if the **site** has direct access to a provincial highway. Where the total number of **parking spaces** on a property exceeds 15 **parking spaces**, the maximum number of **parking spaces** for each **use** class may be up to 125% of the minimum number of required **parking spaces**.

7.1.3 Where calculation of the total number of **parking spaces** yields a fractional number over decimal .5, the required number of spaces shall be the next highest whole number.

7.1.4 Where more than one calculation of **parking space** requirements is specified for a land use, the greater requirement shall be applied.

7.1.5 Where the Parking Schedule does not clearly define requirements for a particular **development**, the single **use** class or combination of **use** classes most representative of the proposed **development** shall be used to determine the parking requirements.

7.1.6 Where a **development** consists of a mix of **use** classes, the total on-site parking requirement shall be the sum of the on-site parking requirements for each **use** class, unless supported by a shared parking study endorsed by the authority having jurisdiction (City of Vernon or *Ministry of Transportation and Infrastructure*).

7.1.7 **Accessible parking spaces:**

- ~~shall be designated at a ratio of one accessible parking space per 100 parking spaces, when the total number of parking spaces provided on a property exceeds 50, and in addition, shall be designated at a ratio of 4% of all required parking spaces rounded upward to the nearest whole number when~~

## SCHEDULE 'B'

### Attached to and Forming Part of Bylaw 5787 "Zoning Text (Parking & Loading) Amendment Bylaw Number 5787, 2019"

on-site parking areas require 11 or more total **parking spaces**. In addition, when on-site parking areas require one or more total **parking spaces**, shall be designated at a rate of one for each **accessible viewing position** and **accessible sleeping unit** provided on a property;

- shall have a minimum height clearance of 2.75m;
- shall have a firm, slip-resistant, level, and hard surface area;
- shall be clearly marked as an **accessible parking space** using the International Symbol of Access painted on the parking surface appropriate signage;
- shall be clearly marked as an **accessible parking space** using a vertically mounted sign that is sized at least 0.3m wide by 0.45m high, incorporating the **International Symbol of Access**, mounted 2.0m above the parking surface or if there is an adjacent sidewalk, mounted 2.1m above the sidewalk;
- shall be provided with an **accessible path of travel** between the **accessible parking spaces** and the property's facility entrance ~~as required in the BC Building Code~~; and
- shall be included in the calculation of the applicable minimum parking requirement. (*Bylaw 5744*)

7.1.8 **Parking spaces** for visitors shall be provided in accordance with the Parking Schedule and this Bylaw.

#### **Location**

7.1.9 For residential **use** classes:

- all required on-site parking shall be located on the **site** of the **development** served by the parking;
- no on-site parking shall be located in the required **front yard** except that a maximum of two required spaces may be located on a driveway which provides access to a required on-site **parking space** that is not in the **front yard**;
- where access to a **lot** is not feasible from a rear **lane**, parking may be provided in the required **front yard** of the **lot**;
- except for **developments** with 2 or less **dwelling** units, no on-site parking shall be located within 1.5m of any side or rear **property line** or within 3.0m of any **flanking street**; and,
- all visitors parking are to be easily accessible to the access points of the corresponding **development** and/or **buildings**.

7.1.10 For non-residential **use** classes:

- some or all required on-site **parking spaces** may be provided on a **site** located remotely, but no further than 200m (for the C6 **zone**) or 120m (for all other **zones**), measured along the shortest public pedestrian route from the nearest point of the parking to the nearest point of the **site** of the **development** served by the parking;

## SCHEDULE 'B'

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- where required on-site parking is located on a **site** separate from the **site** of the **development**: the owner of the remote on-site parking **site** shall covenant with the City of Vernon by agreement that the remote lands required for on-site parking shall be so used as long as required by this Bylaw, and the owner shall consent to pay the full cost of the preparation and registration of a covenant under *Section 219 of the Land Title Act* on the title to the remote lands; and the remote parking shall be developed to the same standard as on-site parking.

#### **Size**

7.1.11 Each required on-site **parking space** shall conform to the following provisions, as illustrated in Diagram 7.1:

- except as provided below, each required on-site **parking space** shall be a minimum of 2.5m in width with a minimum clear length of 6.0m exclusive of access drives or aisles, ramps, columns. **Parking spaces** shall have a vertical **clearance** of at least 2.0m. For parallel parking, the length of the **parking spaces** shall be increased to 7.0m, except that an end space with an open end shall be a minimum of 5.5m. For **parking spaces** other than parallel **parking spaces**, up to 40% of the required **parking spaces** may be of a length shorter than that required above, to a minimum of 5.0m.
- where the **use** of a **parking space** or **accessible parking space** is limited on both sides by a wall or a column, the unobstructed width from face to face of the obstructions shall be ~~3.0m~~ **the width of the parking space or accessible parking space increased by 0.5m**, and if in this case, a **building** door opens into the **parking space** or **accessible parking space** on its long side, the unobstructed width shall be **the width of the parking space or accessible parking space increased by 0.8m**~~3.3m~~.
- Where the **use** of a **parking space** or **accessible parking space** is limited to one side by a wall or a column, the unobstructed width of the **parking space** or **accessible parking space** shall be **increased by 0.2m**~~2.7m~~, and if in this case, a **building** door opens into the **parking space** or **accessible parking space** on its long side, the unobstructed width shall be **increased by 0.5m**~~3.0m~~.
- **parking spaces** for oversized **vehicles** shall be a minimum of 4.0m in width with a minimum clear length of 12.0m exclusive of access drives or aisles, ramps, columns. Oversized **parking spaces** shall have a vertical **clearance** of at least 4.0m.
- **accessible parking spaces** shall be a minimum ~~3.7~~**2.6**m in width and minimum 6.0m in length ~~if perpendicular or angled, or 7.0 m in length if parallel;~~  
(Bylaw 5744)
- **Perpendicular or angled accessible parking spaces** shall provide a 2.0m side aisle that may be shared between two **accessible parking spaces** located beside each other, and shall be marked with diagonal pavement markings;
- **Parallel accessible parking spaces** shall provide a 2.0m rear access aisle marked with diagonal pavement markings;

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- boat launch **vehicle** and trailer **parking spaces** shall be a minimum of 3.0m in width and a minimum of 12.0m in length.

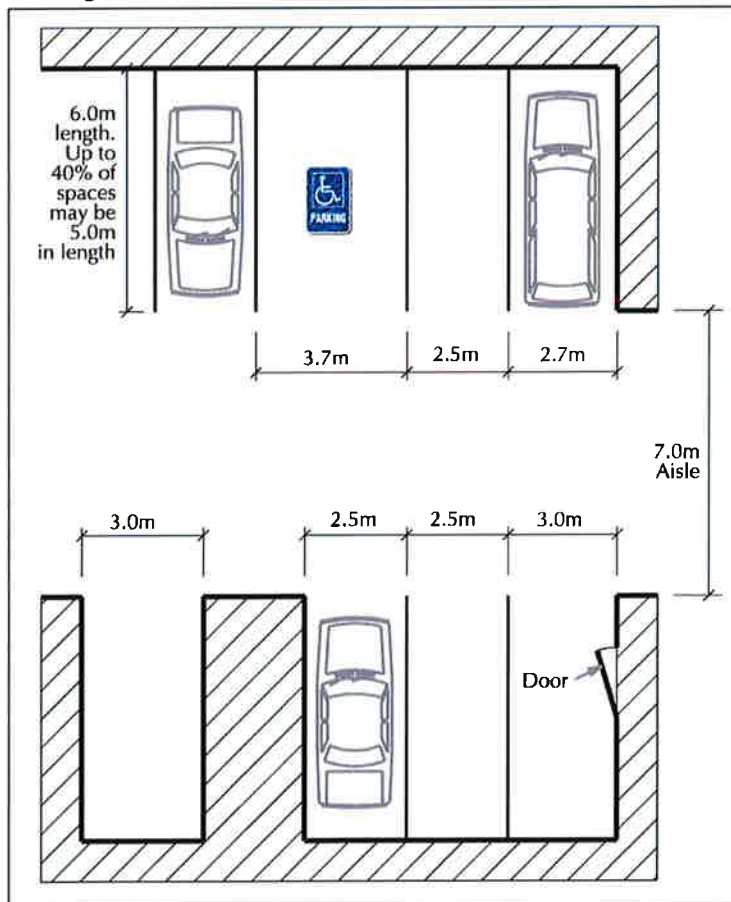
7.1.12 Aisles shall be a minimum of 7.0m wide for all two-way aisles and for all 90° parking. One-way aisles shall be 5.5m wide for 60° parking, and 3.6m wide for 45° parking and 3.5m wide for parallel parking. For aisles associated with the RST1 and RST2 – Residential Single and Two Family zones the minimum aisle width shall be a minimum of 6.0m for all 90° parking.

**Tandem parking**

7.1.13 **Parking spaces** may be configured in tandem for each **single detached housing, semi-detached housing, three-plex housing, four-plex housing, row housing and duplex housing** including are tourist housing use equivalents. *(Bylaw 5339)*

7.1.14 In housing **development** containing four or more **dwellings, tandem parking** may be allowed provided each **dwelling** has one **directly accessible parking space that is directly accessible** and guest parking that is not in tandem.

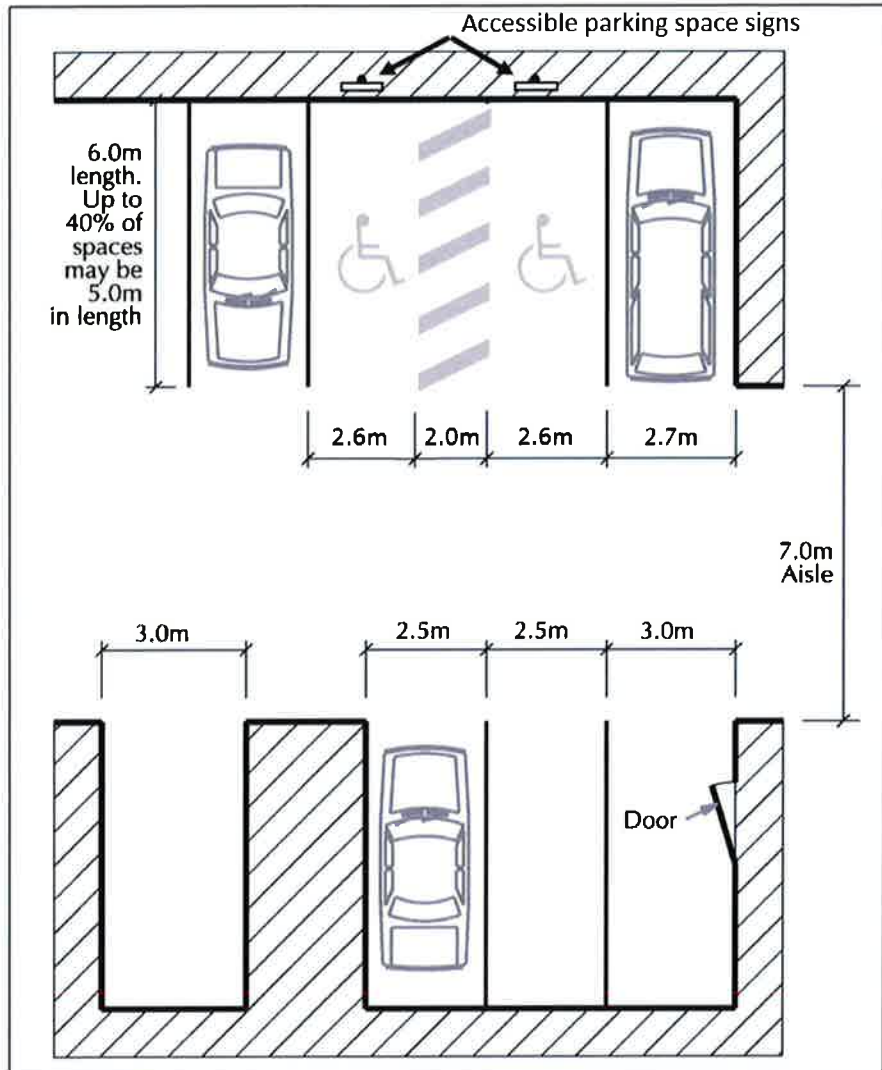
Diagram 7.1: Size of off-street parking spaces



**(REMOVED)**

**Attached to and Forming Part of Bylaw 5787  
 "Zoning Text (Parking & Loading) Amendment Bylaw Number 5787, 2019"**

**Diagram 7.1: Size of off-street parking spaces**



**(NEW)**

**7.2 On-site Loading**

7.2.1 On-site loading requirements established prior to the adoption of this Bylaw shall deem to be the applicable loading requirements for existing **development** established prior to the *City of Vernon Zoning Bylaw #5000*. Where any new **development** is proposed, change of **use** of existing **development**, or enlargement of existing **development** after the adoption of this Bylaw, on-site **loading spaces** shall be provided by the property owner in accordance with Table 7.2 of this Bylaw. **Detention and correction services** located within a security **fence** are exempt from providing on-site **loading spaces**.

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#### Number of Spaces

- 7.2.2 The number of on-site **loading spaces**, including bus **loading spaces**, required for each **use** is specified in the Loading Schedule (Table 7.2).
- 7.2.3 Where more than one calculation of **loading space** requirements is specified for a land use, the greater requirement shall be applied, unless supported by a shared parking study endorsed by the authority having jurisdiction (City of Vernon or *Ministry of Transportation and Infrastructure*).
- 7.2.4 Where calculation of the total number of **loading spaces** yields a fractional number over decimal .5, the required number of spaces shall be the next highest whole number.
- 7.2.5 Where the Loading Schedule does not clearly define requirements for a particular **development**, the single **use** class or combination of **use** classes is most representative of the proposed **development** shall be used to determine the **loading space** requirement.
- 7.2.6 Where a **development** consists of a mix of **use** classes, the total on-site loading requirement shall be the sum of the on-site loading requirements for each **use** class, unless there is a complementary demand or differences in periods of **use** for loading that warrants a different requirement and is supported by a shared **use** parking study endorsed by the authority having jurisdiction (City of Vernon and *Ministry of Transportation and Infrastructure*).

#### Location

- 7.2.7 Except for in the C7 and C8 **zones**, on-site **loading space** shall be provided entirely within the property of the **development** being served, and shall be subject to all **setbacks** and **yard** requirements specified elsewhere in this Bylaw. In the C7 and C8 **zones**, loading can be provided from a public **lane**, but not from a **city street**.
- 7.2.8 On-site **loading space** shall be oriented away from residential **development**.

#### Size and Access

- 7.2.9 Each on-site **loading space** shall be of adequate size and accessibility to accommodate the **vehicles** expected to load and unload, but in no case shall a **loading space** be less than 28m<sup>2</sup> in area, less than 3.0m in width, or have less than 4.0m in overhead **clearance**.
- 7.2.10 Each on-site **car loading space** shall be of adequate size and accessibility to accommodate the **vehicles** expected to drop-off and pick-up people, but in no

## SCHEDULE 'B'

### **Attached to and Forming Part of Bylaw 5787 "Zoning Text (Parking & Loading) Amendment Bylaw Number 5787, 2019"**

case shall a **car loading space** be less than 15m<sup>2</sup> in area, less than 2.5m in width, or have less than 2.0m in overhead **clearance**.

7.2.11 Each required bus **loading space** shall be a minimum of 3.6m in width, a minimum of 12.2m in length, and have a minimum **clearance** of 4.6m.

7.2.12 Access to any loading area shall be provided, wherever possible, internally to the **development** or from a **lane abutting the development**.

7.2.13 Access to any loading area shall be arranged such that no backing or turning movement of **vehicles** going to or from the **site** causes interference with traffic on the **abutting streets** or **lanes**.

### **7.3 Development Standards**

#### **Vehicle Parking and Loading**

7.3.1 Every on-site parking or loading area required by this Bylaw to accommodate 3 or more **vehicles**, and every access road to such required parking or loading, shall have durable **hard surfacing** of concrete, asphalt or similar material, constructed such that surface drainage is directed to an approved drainage system or is contained on-site. Any requirement for concrete or asphalt does not apply to agricultural **zones**, the **RR zone**, or public parks and open space **uses**; such parking and loading areas shall be constructed in a dust free surface.

7.3.2 Every on-site parking or loading area required by this Bylaw to accommodate 4 or more **vehicles**:

- shall clearly delineate individual **parking spaces, loading spaces, accessible parking spaces**, maneuvering aisles, entrances, and exits with pavement markings, signs, and/or other physical means; (*Bylaw 5744*)
- shall be designed to allow forward entry to and exit from the property on which the parking or loading area is located directly to a dedicated public **street** or **lane**, without encumbering any lands other than the subject property. This provision does not apply where parking or loading can be provided and accessed directly from an **abutting lane**;
- shall direct surface drainage to the public storm sewer system, if available, or alternatively to approved planting areas or an approved on-site drainage system; and
- shall be constructed with surface grades not exceeding 6%.

7.3.3 No public **street** shall be used for the required aisle access to **parking spaces**, except for residential uses with access directly at ground level. Where a **lane** is used for aisle access, either the **parking spaces** or **lane** width shall be increased a minimum of 1.2m in length and the **lane** shall be **hard surfaced**.

**SCHEDULE 'B'**

**Attached to and Forming Part of Bylaw 5787**

**“Zoning Text (Parking & Loading) Amendment Bylaw Number 5787, 2019”**

- 7.3.4 Where a parking or loading area is associated with a commercial or industrial **use**, and the **development** property **abuts** property in a **residential zone**, a **park zone**, an **institutional zone** or an **abutting** road right-of-way, the parking or loading area shall have a landscaped screen as required by Section 6.
- 7.3.5 Every on-site parking or loading area, required by this Bylaw to accommodate 50 or more **vehicles** at-grade, shall incorporate landscaped open space within the parking area calculated on the basis of 1.0m<sup>2</sup> of landscaped island area per required parking and **loading space**. This shall be landscaped in accordance with Section 6.
- 7.3.6 Every on-site parking or loading area, and access thereto, shall have fencing, curbs, or secured wheel stops to prevent **vehicles** from encroaching upon **property lines**, **except where openings are needed for an accessible path of travel**.
- 7.3.7 Every on-site parking or loading area which is illuminated shall have all lighting positioned in such a manner that light falling onto **abutting** properties is minimized.
- 7.3.8 **Accessible parking spaces, where required**, shall be located **within 30m of** ~~of~~ a main **building** entrance. *(Bylaw 5744)*
- 7.3.9 Any Refuse and/or Recycling Bins co-existing with any parking or loading area:
- shall be clearly delineated as separate and in addition to required parking and **loading spaces**;
  - shall be located such that collection **vehicles** can gain access without undue interference with the operation of the parking and loading area; and,
  - shall have a **fenced** or landscaped screen as required by Section 6.



# THE CORPORATION OF THE CITY OF VERNON REPORT TO COUNCIL

**SUBMITTED BY:** Keltie Chamberlain, Economic  
Development Planner

**COUNCIL MEETING:** REG  COW  I/C   
**COUNCIL MEETING DATE:** October 28, 2019  
**REPORT DATE:** October 10, 2019  
**FILE:** 6460-01

**SUBJECT: ZONING BYLAW #5000 AMENDMENT - DEVELOPMENT REGULATIONS  
FOR EMERGENCY SHELTERS**

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## **PURPOSE:**

To propose amendments to Zoning Bylaw #5000 to include development regulations for emergency shelters.

## **RECOMMENDATION:**

THAT Council support the proposed amendments to Zoning Bylaw #5000 as outlined in the report titled "Zoning Bylaw #5000 Amendment – Development Regulations for Emergency Shelters", dated October 10, 2019 and respectfully submitted by the Economic Development Planner.

## **ALTERNATIVES & IMPLICATIONS:**

1. THAT Council receive the proposed amendments to Zoning Bylaw #5000 as outlined in the report titled "Zoning Bylaw #5000 Amendment – Development Regulations for Emergency Shelters", dated October 10, 2019 and respectfully submitted by the Economic Development Planner.

*Note: Should Council endorse this alternative, no additional development regulations would be incorporated into Zoning Bylaw #5000.*

## **ANALYSIS:**

### **A. Committee Recommendations:**

N/A

### **B. Rationale:**

1. At its Regular Meeting of Monday August 19, 2019 Council directed Administration to prepare a Zoning Bylaw #5000 amendment to include additional development regulations for emergency shelters, specifically with respect to screened outdoor storage, setbacks to reduce congregation on or near the sidewalk, designated on-site smoking areas and receptacles, and exterior lighting.
2. Zoning Bylaw #5000 defines emergency shelters as "Temporary shelter services means the provision of communal, transient accommodation sponsored or supervised by a public authority or non-profit agency intended to provide basic lodgings for persons requiring immediate shelter and assistance for a short period of time. Typical uses include but are not limited to hostels and over-night shelters" (Attachment 1). Zoning Bylaw #5000 lists temporary shelter services as a Primary Use in six zoning districts (C2, C3, C4, C5, C6, and C8). I1 (light industrial) lists temporary shelter services as a Primary Use where active use existed prior to July 1, 2010.

3. The Development Regulations for each zone that permits temporary shelters include reference to “Other Regulations” which identify that there are additional regulations that may apply: “These include the general development regulations of Section 4 (secondary development, yards, projections into yards, lighting, agricultural setbacks, etc.); the specific use regulations of Section 5; the landscaping and fencing provisions of Section 6; and, the parking and loading regulations of Section 7.” (Attachment 2).
4. In Section 5 of Zoning Bylaw #5000 an amendment to add regulations for emergency shelters to address screened outdoor storage, setbacks to reduce congregation on or near the sidewalk, designated on-site smoking areas and receptacles, and exterior lighting can be found in Attachment 1.
5. The requirement of storage areas would ensure that adequate outdoor and indoor storage space is available within the building and in an internal courtyard to create an “off the street” outdoor space where clients can spend time without blocking the sidewalks or disrupting neighbouring properties. A minimum space per shelter bed provides an area for large items such as bicycles and carts. Those in need of emergency shelter services often carry all of their personal belongings with them at all times. If the belongings cannot be accommodated in a shelter, individuals may choose not to stay at the facility.
6. Lobbies and / or intake areas in emergency shelters would allow for an area large enough that clients would have an indoor or sheltered outdoor area on-site to stand or sit. This minimizes the indignity and street impact of line ups, and provides the opportunity for the service provider to have on-going communication with clients. The requirement would be for entry areas or on-site exterior spaces with weather protection and front yard setbacks that provide space to receive clients.
7. The exterior entry areas would have maximum glazing that would allow the facility’s staff to have unimpeded views into the space, which provides the opportunity for observation and natural surveillance as a Crime Prevention Through Environmental Design solution.
8. A designated on-site smoking area must comply with provincial legislation that prohibits smoking within six metres of doorways, air intakes and windows. A weather protected, outdoor designated smoking area within staff sightlines would require adequate ventilation and be well lit, but not intrusive to adjacent properties.
9. The additional regulations for emergency shelters includes screened outdoor storage, setbacks to reduce congregation on or near the sidewalk, designated on-site smoking areas and receptacles, and exterior lighting. In addition the regulations address CPTED principles and opportunity for interior design solutions for storage and the intake of clients to a facility. Should Council approve the amendment, a public hearing would be scheduled as part of the process.

**C. Attachments:**

Attachment 1: Zoning Bylaw #5000 Excerpts

Attachment 2: Zoning Bylaw #5000 proposed amendment

**D. Council’s Strategic Plan 2019 – 2022 Goals/Action Items**

The topic involves the following goals in Council’s Strategic Plan 2019 – 2022:

- Address safety concerns including drug use, vagrancy, communicating role of Bylaw Services and Increased RCMP presence.
- Work towards a sustainable Vernon – environmentally, economically and socially.

**E. Relevant Policy/Bylaws/Resolutions:**

1. At its Regular Meeting of February 25, 2019 Council declassified the following resolution:

“THAT Council direct Administration to prepare a policy and/or Zoning Bylaw #5000 amendments for new temporary shelter uses to require community consultation and enhanced development requirements, to include temporary shelters, overdose prevention and safe injection sites”.


**BUDGET/RESOURCE IMPLICATIONS:**

N/A

Prepared by:

Oct 11 2019 10:13 AM

Approved for submission to Council:

X  ✓  
Keltie Chamberlain  
DocuSign

Will Pearce, CAO

Keltie Chamberlain  
Economic Development Planner

Date: \_\_\_\_\_

**REVIEWED WITH**

- |   |   |  |
|---|---|--|
| <input type="checkbox"/> Corporate Services     | <input type="checkbox"/> Operations           | <input checked="" type="checkbox"/> Current Planning                     |
| <input type="checkbox"/> Bylaw Compliance       | <input type="checkbox"/> Public Works/Airport | <input checked="" type="checkbox"/> Long Range Planning & Sustainability |
| <input type="checkbox"/> Real Estate            | <input type="checkbox"/> Facilities           | <input type="checkbox"/> Building & Licensing                            |
| <input type="checkbox"/> RCMP                   | <input type="checkbox"/> Utilities            | <input type="checkbox"/> Engineering Development Services                |
| <input type="checkbox"/> Fire & Rescue Services | <input type="checkbox"/> Recreation Services  | <input type="checkbox"/> Infrastructure Management                       |
| <input type="checkbox"/> Human Resources        | <input type="checkbox"/> Parks                | <input type="checkbox"/> Transportation                                  |
| <input type="checkbox"/> Financial Services     |   | <input checked="" type="checkbox"/> Economic Development & Tourism       |
| <input type="checkbox"/> COMMITTEE:             |   |  |
| <input type="checkbox"/> OTHER:                 |   |  |

**Excerpt from Zoning Bylaw #5000, Section 2.3 General Definitions**

**TEMPORARY SHELTER SERVICES** means the provision of communal, transient accommodation sponsored or supervised by a public authority or non-profit agency intended to provide basic lodgings for persons requiring immediate shelter and assistance for a short period of time. Typical **uses** include but are not limited to hostels and over-night shelters.

**Excerpt from Zoning Bylaw #5000 in  
C2, C3, C4, C5, C6, and C8 and I1 zones with text amendment.**

- In addition to the regulations listed above, other regulations may apply. These include the general **development** regulations of Section 4 (secondary **development**, **yards**, projections into **yards**, lighting, agricultural setbacks, temporary emergency shelters, etc.); the specific use regulations of Section 5; the **landscaping** and fencing provisions of Section 6; and, the parking and loading regulations of Section 7.

### 5.18 Temporary Emergency Shelters

Temporary Emergency Shelters shall comply with the following regulations:

- Adequate outdoor and indoor storage space shall be provided as follows:
  - A minimum of 1.5 m<sup>2</sup> per shelter bed to a maximum of is required.
    - If storage is located outdoors, it shall be screened from public view/streets.
    - The secure outdoor space shall be well lit (but not intrusive to adjacent properties) with natural surveillance from within the building.
    - Secure indoor storage lockers shall be provided.
- Adequate interior spaces and operating procedures to avoid sidewalk line-ups for access shall be provided as follows:
  - Lobby/Intake areas shall be 1m<sup>2</sup> per shelter bed, to a maximum of 20 m<sup>2</sup> to receive clients.
  - Front yard setbacks for new construction shall be 4.5m and include an on-site exterior entrance area.
  - Maximum glazing to provide windows and surveillance to support adequate sightlines onto the street.
- Designated on-site smoking areas and receptacles are required as follows:
  - Outdoor designated smoking areas shall comply with the Provincial regulations and be six metres from doorways, air intakes and open windows
  - Outdoor designated smoking area shall include weather protection and adequate ventilation.
  - Outdoor amenity, storage, and designated smoking areas shall be well lit (but not intrusive to adjacent properties), including the use of motion detecting lighting, with natural surveillance.