



IN YOUR COMMUNITY

PUBLIC NOTICES

NOTICE OF PUBLIC HEARING - SHORT TERM ACCOMMODATIONS

The City of West Kelowna will hold a Public Hearing **Tuesday, June 8 at 5:00 p.m. in Council Chambers** at 2760 Cameron Road to consider:

ZONING AMENDMENT BYLAW NO. 154.99

Location: Throughout the City of West Kelowna
File Number: Z 20-16
Purpose: Council is considering amendments to the Zoning Bylaw to regulate short term accommodations in residential areas.
Contact: Hailey Rilkoﬀ, Planner II, 778-797-8830

The proposed Zoning Bylaw amendments to regulate short term accommodations include:

- Allowing principal residents to rent a portion of their primary residence as a short term accommodation for periods of less than one month;
- Requiring operators of short term accommodations to be the principal resident of the property;
- Permitting short term accommodations in all zones which currently permit bed and breakfasts: Agricultural (A1), Rural (RU1-RU5), Residential (R1, R1L), and CD-1(E) Zones;
- Allowing a short term accommodation use to only be conducted within a single detached dwelling, secondary suite or carriage house; and, permitting only one dwelling per property to be used for the purpose of a short term accommodation;
- Not permitting short term accommodations on a parcel that contains a bed and breakfast;
- Restricting the occupancy of short term accommodations to a maximum of two adults per bedroom; and, permitting no more than four bedrooms to be used for a short term accommodation;
- Requiring one off-street parking space per one to two bedrooms or two off-street parking spaces per three to four bedrooms;
- Allowing no exterior indication that a short term accommodation is in operation on any parcel, except for permitted signage and required parking; and,
- Only permitting with a connection to a community sewer system.

The City will webcast the meeting live at westkelownacity.ca/webcasts. Go to calendar.westkelownacity.ca to view copies of the bylaws and related materials online. Select June 8 Public Hearing.

HOW TO MAKE SUBMISSIONS

Submit in writing

Make all submissions **Attn: City Clerk, include the file number and your name and address and submit before 4:00 p.m. Monday, June 7.** Written submissions can be provided to Council in advance of the scheduled Public Hearing date via:

1. **Mail** – Address your submission to City Clerk, Municipal Hall, 2760 Cameron Road, West Kelowna, BC V1Z 2T6
2. **Email** – Send your submission to submissions@westkelownacity.ca
3. **In-Person** - Leave your submission with reception or in the drop box outside the main doors of the Municipal Hall, 2760 Cameron Road.

Written submissions received before 4:00 p.m. Monday, June 7 will be provided to Council as part of the publicly posted agenda. All submissions received before the Public Hearing closes are provided to Council and **become part of the public record. Council cannot receive submissions after the Public Hearing closes.**

Register to speak by phone during the public hearing

In accordance with the Provincial Health Order on Gatherings and Events, the public is restricted from attending in person; however, the City will provide participation in the Public Hearing by phone as follows:

1. Register to speak at the Public Hearing by phoning Legislative Services at 778-797-2250 between 8:30 a.m. and 4:30 p.m., Monday to Friday.
2. Once registered, staff will phone you during the Public Hearing June 8 to provide your opportunity to address Council. Staff will not be in a position to provide a specific time-slot, so you must be available to address Council by phone for the duration of the Public Hearing starting at 5:00 p.m.

If you did not pre-register and wish to participate, phone 778-797-2250 during the Public Hearing to be added to the list.

NEW - CLAIM YOUR HOME OWNER GRANT WITH PROVINCE OF BC

The City of West Kelowna can no longer accept Home Owner Grant claims.

Claim your Home Owner Grant with the Province of BC before the 2021 property tax deadline of 4:30 p.m. July 2 to avoid a late charge on any unclaimed amounts:

1. Visit gov.bc.ca/homeownergrant; or,
2. Call 1-888-355-2700.

After claiming your Home Owner Grant, remember to record your confirmation number and the date. The Province will send your confirmation to the City for you, so you do not need to follow up with us on the Home Owner Grant after you claim it. Many customers stand in line for a stamp as proof of claiming the Home Owner Grant; however, the City can no longer provide this service as the grant is now claimed and administered through the provincial government.

Regardless of how you pay taxes to the City, for example, through a mortgage company, bank or the City's property tax prepayment plan, you must still ensure that you claim your Home Owner Grant separately with the Province of BC before the July 2 property tax deadline using one of the two methods provided above.

PROPERTY TAXES ARE DUE BY 4:30 P.M. JULY 2

Pay 2021 property taxes online before the due date to avoid a 10 per cent late charge on any amounts owing; the late charge is applied July 3 and it is statutory, meaning staff cannot reverse the penalty. We ask that you do not pay in person at Municipal Hall, due to COVID-19 protocols. The best way to pay your taxes is through one of the following methods:

1. Pay online through most financial institutions

- a. Select West Kelowna - Taxes as the payee.
- b. Your account number is your 11 digit roll number; do not include the period/dot or spaces.
- c. Allow sufficient time for electronic transfer of funds as we must receive payment with a transaction date of July 2, 2021 or earlier.
- d. Canada Day, July 1, is a holiday and may affect transfer times.
- e. Record your payment confirmation number.
- f. Remember to claim the Home Owner Grant separately through the Province of BC before the tax due date.

2. Pay by cheque

- a. Make cheques payable to the City of West Kelowna.
- b. Include your roll number in the memo line; remit with the payment stub.
- c. If submitting the cheque by mail, send C/O Taxes, City of West Kelowna, 2760 Cameron Road, West Kelowna, BC V1Z 2T6.
- d. Allow enough time for mail delivery as we must receive payment at Municipal Hall by 4:30 p.m. July 2 to avoid penalty.
- e. Postmarks are not considered payment dates.
- f. Cheques and other non-cash payments can also be submitted 24/7 via the drop box next to Municipal Hall's main entrance; place non-cash payments and remittance stubs in an envelope before depositing.
- g. Returned cheques will constitute non-payment and are subject to penalties, interest and a \$30.00 service fee.

If you must pay in person, masks are mandatory inside Municipal Hall for the safety of customers and staff; if you are medically exempt from wearing a mask, please pay online. If paying in person, expect lines, and be prepared for weather and wait times, as only two customers can be inside Municipal Hall at one time and staff must sanitize stations between customers.

In-person payment options are cheque, money order or debit card. We can accept cash; however, we ask that you consider all other methods first, as cash is unsanitary. Credit cards are not accepted, but you can research third party services that offer payment by debit or credit card, for a fee. Plastiq and PaySimply are examples.

Call volumes are extremely high this time of year. If you need to reach us, we recommend e-mailing us at taxes@westkelownacity.ca; include your account number and property tax address and a brief description of your inquiry.