



# City of Kelowna Adaptive Re-use Guidelines for Residential Heritage Buildings

---

The Kelowna Official Community Plan recommends the use of Heritage Revitalization Agreements to allow for the adaptive re-use and continuing protection of heritage buildings. Entering into a Heritage Revitalization Agreement with the City of Kelowna allows owners of heritage buildings to use their building for purposes that would not otherwise be allowed. The additional revenue obtained from these adaptive re-uses can then be used to help restore and maintain their heritage building. In turn, the community benefits from the conservation of Kelowna's built heritage.

***Please note: changing a residential building to a commercial use may require modifications so as to meet the requirements of the BC Building Code.***

## Objectives related to permitting the adaptive re-use of residential heritage buildings:

- To conserve Kelowna's residential **heritage buildings listed in the Kelowna Heritage Register** by enhancing their appearance and viability as functional buildings;
- To retain the desirable qualities of older residential neighbourhoods such as heritage houses, mature landscaping and pedestrian oriented street environments;
- To favourably consider a limited range of uses which would achieve the adaptive re-use of heritage buildings and at the same time, would preserve the prevailing character of neighbourhoods by limiting impacts such as high amount of traffic, noise, smell, etc.;
- To ensure that allowing adaptive re-uses within heritage buildings does not have a negative impact on the viability of existing commercial areas within Town Centre areas.

The following guidelines reinforce that there is an essential relationship between the proposed use in a heritage building and the location of the heritage property relative to the surrounding streets and the character of the neighbourhood. The type and intensity of a proposed adaptive re-use will be assessed according to which category of roadway will best be able to accommodate that particular use. The roadway categories are based on the Official Community Plan 20 Year Major Road Network Plan.

On major roads, a greater variety and intensity of uses can be supported without affecting the character of the area given the existing impacts of prevailing traffic volumes. The potential exists in these locations to allow adaptive re-uses normally considered not appropriate within residential locations, provided controls are in place to limit scale and concentration of adaptive re-uses within a given area.

For the purpose of these guidelines, roads not identified as major roads on the 20 Year Major Road Network Plan will be considered local roads. Adaptive re-uses that can be supported along local roads also include those uses that would typically be permitted in residential zones, such as home based businesses, bed and breakfast homes, care centres, secondary suites and group homes. The difference would be that the scale and conditions of such uses

could be expanded, to a lesser degree than on major roads, under a Heritage Revitalization Agreement.

### Site Specific Criteria

After consideration has been given to location, each adaptive re-use proposal must be assessed on its own merits as to whether the proposal would be appropriate within the context of the heritage building, the surrounding neighbourhood and adjacent property characteristics. In this regard, the following factors should be considered:

#### 1. Neighbourhood Resident Concerns

The concerns of neighbouring property owners should be considered. Identifying and, wherever possible, resolving these issues when developing the terms and conditions specific to an application is important. Applicants are encouraged to discuss their proposed adaptive reuse with neighbouring property owners.

#### 2. Residential Component

A residential component (secondary suite, principal dwelling, etc.) **is mandatory** in conjunction with a non-residential use in order to minimize impacts on the residential character of a neighbourhood. For security purposes, incorporating a residential component is particularly important where a high concentration of adaptive re-uses occurs along a particular block. **However, a residential component may not be desirable for all properties where a residential component may impact the heritage character negatively.**

#### 3. Concentration of Adaptive Re-Uses

Careful consideration must be given to avoid a concentration of adaptive re-uses in any given area. In this regard, consideration should be given to maintaining the existing neighbourhood character. In addition, consideration should be given to whether or not permitting an adaptive re-use or a concentration of adaptive re-uses would limit the ability to redevelop the area to higher density uses supported in the OCP.

#### 4. Design Standards

Any heritage building restorations, renovations or alterations must respect the heritage character of the building and its surrounding area. Reference should be made to the character-defining elements for the property as detailed in the Heritage Register record.

#### 5. Scale

The size and intensity of the adaptive re-use component should be compatible with the surrounding neighbourhood and able to be readily accommodated within an existing heritage building. The requirements of a specific use and the available floor area in the existing building will limit the extent and nature of the adaptive re-use proposal.

It is recommended that the number of employees not exceed four non-resident employees at any given time for adaptive re-uses along major roads and two non-resident employees at any given time for adaptive re-uses along local roads. **In addition to this, it is recommended that, as a guideline, the non-residential floor area not exceed 60% to a maximum of 232 sq. m (2500 sq. ft) for adaptive re-uses along major roads, and 40% to a maximum of 139 sq. m (1500 square feet) for adaptive re-uses along local roads.**

## 6. Signage

Signage should be limited to one non-illuminated nameplate not to exceed 0.23 sq. m. (2.5 sq. ft.) in area and shall be placed within, flat against or hanging from the dwelling unit. Along major roads, signs of this size and dimension may be hung from a free standing post.

## 7. Parking / Access

Consideration must be given to on-site parking, access and traffic generation associated with adaptive re-use proposals. In order to limit the impact on adjacent properties, the required number of on-site parking spaces should conform to the Parking Schedule of the Zoning Bylaw.

## 8. Hours of Operation

No generation of vehicular traffic or parking of vehicles in excess of that permitted for the zone in which the adaptive re-use is located should be permitted during non-regular working hours. Generally, working hours should be limited to daytime hours, Monday through Friday.

## 9. Screening

Screening helps lessen the impact of an adaptive re-use in a residential area. In this regard, outdoor storage and parking areas associated with an adaptive re-use should be well screened with fencing and landscaping which are compatible in design with the heritage building and which form a year round dense screen.

