

City of Kelowna

Regular Council Meeting

AGENDA



Monday, June 10, 2019
1:30 pm
Council Chamber
City Hall, 1435 Water Street

Pages

1. Call to Order

I would like to acknowledge that we are gathered today on the traditional, ancestral, unceded territory of the syilx/Okanagan people.

This meeting is open to the public and all representations to Council form part of the public record. A live audio and video feed is being broadcast and recorded by CastaNet and a delayed broadcast is shown on Shaw Cable.

2. Confirmation of Minutes

5 - 15

Regular PM Meeting - May 27, 2019

3. Reports

3.1 2019 Association of Consulting Engineering Companies, BC(ACEC-BC) - Client of the Year Award

16 - 18

To provide Council an update on the City of Kelowna's recently received ACEC-BC, Client of the Year Award.

4. Development Application Reports & Related Bylaws

4.1 Coopland Cr 786, BL11724 (Z18-0068) - Miles and Lisa Lang

19 - 19

To adopt Bylaw No. 11724 in order to rezone the subject property from the RU6 – Two Dwelling Housing zone to the RM1 – Four Dwelling Housing zone.

4.2 Coopland Cr 786, DP18 0126 - Miles and Lisa Laing

20 - 32

To consider the form and character of a new semi-detached dwelling on the subject property.

4.3	Valley Road 244, 252, 260 & 268, OCP18-0008 & Z18-0042 - Vanmar Developments Ltd.	33 - 34
	To extend the deadline for adoption of the Official Community Plan Bylaw No. 11641 and Rezoning Bylaw No. 11642 to August 14, 2020.	
4.4	Leckie Road 1655, DP18-0018 - Canadian Tire Real Estate Limited	35 - 54
	To consider the form and character of a food primary establishment.	
4.5	Lougheed Rd 205, BL11681 (Z18-0016) - 1135177 BC Ltd.	55 - 55
	To adopt Bylaw No. 11681.	
4.6	Lougheed Rd 205, DP18-0039 - 1135177 BC Ltd	56 - 74
	To consider a Development Permit for the form and character of a 2 storey office/warehouse building.	
4.7	Hilltown 3220, DP19-0083 - 1186856 B.C Ltd.	75 - 94
	To consider a Development Permit Application related to the form and character of a proposed 24-unit multi-family development.	
5.	Bylaws for Adoption (Development Related)	
5.1	Begbie Rd 2025, Clifton Rd N 225 and (W of) Union Rd., BL11781 (OCP17-0023) - Glenwest Properties Ltd., Inc. No. Co889227	95 - 97
	Requires a majority of all members of Council (5). To adopt Bylaw No. 11781 in order to change the future land use designation of the subject properties as per Map A.	
5.2	Begbie Road 2025, BL11785 (Z17-0098) - Glenwest Properties Ltd., Inc. No. Co889227	98 - 100
	To adopt Bylaw No. 11785 in order to rezone the subject properties as per Map B.	
5.3	Kirschner Rd 1977, BL11817 (Z19-0023) - Lambert and Paul Construction Ltd, Inc No 80191	101 - 101
	To adopt Bylaw No. 11817 in order to rezone the subject property from the C10 - Service Commercial zone to the C10rcs - Service Commercial (Retail Cannabis Sales) zone.	

6. Non-Development Reports & Related Bylaws

- | | | |
|------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|
| 6.1 | Amendment No. 19 to the Subdivision, Development and Servicing Bylaw No. 7900 | 102 - 112 |
| | To amend the Subdivision, Development & Servicing Bylaw to provide greater clarity regarding residential driveway access as it relates to existing and future Active Transportation Corridors. | |
| 6.2 | BL11834 - Amendment No. 19 to the Subdivision, Development and Servicing Bylaw No. 7900 | 113 - 113 |
| | To give Bylaw No. 11834 first, second and third reading. | |
| 6.3 | Latecomer Agreement - Gore-Osprey Watermain | 114 - 115 |
| | For Council to endorse the execution of a Latecomer Agreement for the recovery of developer-funded costs for Excess or Extended Services, and to consider delegating authority for smaller Agreements. | |
| 6.4 | 2019 Deferred Revenue Project Package | 116 - 125 |
| | For Council's consideration to endorse the proposed 2019 Deferred Revenue Project Package to leverage funds accumulated for incomplete City works projects. | |
| 6.5 | Okanagan Rail Trail – Status Update | 126 - 146 |
| | To provide Council with a report on the status of the Okanagan Rail Trail and the activities of the Okanagan Rail Trail Committee. | |
| 6.6 | Active Living & Culture Grant Policies | 147 - 161 |
| | To establish new policies relating to Community and Event Support grants administered by the Active Living & Culture Division, and to rescind former policies. | |
| 6.7 | Council Procedures Bylaw No. 9200 | 162 - 164 |
| | To consider amendments to Council Procedures Bylaw No. 9200. | |
| 6.8 | BL11849 - Amendment No. 6 to Council Procedures Bylaw No. 9200 | 165 - 171 |
| | To give Bylaw No. 11849 first, second and third reading. | |

7. Bylaws for Adoption (Non-Development Related)

- | | | |
|------------|------------------------------------------------------------------|-----------|
| 7.1 | BL11835 - Amendment No. 1 to Sign Bylaw No. 11530 | 172 - 173 |
| | To adopt Bylaw No. 11835 in order to amend Sign Bylaw No. 11530. | |

8. Mayor and Councillor Items

9. Termination



City of Kelowna Regular Council Meeting Minutes

Date: Monday, May 27, 2019
 Location: Council Chamber
 City Hall, 1435 Water Street

Members Present Mayor Colin Basran, Councillors Maxine DeHart, Ryan Donn, Gail Given, Charlie Hodge, Brad Sieben, Mohini Singh, Luke Stack and Loyal Wooldridge

Staff Present Deputy City Manager, Joe Creron; City Clerk, Stephen Fleming, Divisional Director, Planning & Development Services, Ryan Smith*; Development Planning Department Manager, Terry Barton*; Suburban and Rural Planning Manager, Dean Strachan*; Planner Specialist, Adam Cseke*; Planner, Lydia Korolchuk*; Policy, Planning Development Department Manager, Danielle Noble-Brandt*; Long Range Policy Planning Manager, James Moore*; OCP Project Planner, Robert Miles*; Sustainability Coordinator, Tracy Guidi*; Energy Program Manager, Brydan Tollefson*; Parking Services Manager, Dave Duncan*; Planner, Lauren Sanbrooks*; Divisional Director, Infrastructure, Alan Newcombe*; Transit and Programs Manager, Jerry Dombowsky*; Legislative Coordinator (Confidential), Arlene McClelland

(* Denotes partial attendance)

1. Call to Order

Mayor Basran called the meeting to order at 1:36 p.m.

I would like to acknowledge that we are gathered today on the traditional, ancestral, unceded territory of the syilx/Okanagan people.

Mayor Basran advised that the meeting is open to the public and all representations to Council form part of the public record. A live audio and video feed is being broadcast and recorded by CastaNet and a delayed broadcast is shown on Shaw Cable.

Mayor Basran acknowledged that former City Councillor Joe Leask recently passed away and expressed condolences to his family.

2. Confirmation of Minutes

Moved By Councillor Hodge/Seconded By Councillor Wooldridge

R553/19/05/27 THAT the Minutes of the Regular Meetings of May 13, 2019 be confirmed as circulated.

Carried

3. Public in Attendance

3.1 PIBC Gold Award for Excellence in Planning

Staff:

- Informed Council of the PIBC Gold Award for Excellence in Planning for the City of Kelowna's Equity and Inclusion in Housing Needs Assessments.
- Presented the award to Mayor Basran.

Moved By Councillor Stack/Seconded By Councillor Sieben

R554/19/05/27 THAT Council receives, for information, the report from the Sustainability Coordinator and the Long Range Policy Planning Manager dated May 27, 2019, with respect to the Planning Institute of BC Gold Award for Excellence in Planning.

Carried

4. Development Application Reports & Related Bylaws

4.1 Retail Cannabis Sales Update

Staff:

- Displayed a PowerPoint Presentation summarizing the retail cannabis sales process and responded to questions from Council.

Moved By Councillor Donn/Seconded By Councillor Hodge

R555/19/05/27 THAT Council receives, for information, the report from the Community Planning Department dated May 27, 2019, with respect to an update on retail cannabis applications;

AND THAT Council endorses the recommendation of Staff to move forward with the standard rezoning process on retail cannabis applications, as outlined in the report from Community Planning Department dated May 27, 2019.

Carried

4.2 Clement Ave 816, BL11711 (TA18-0006), BL11712 (Z18-0059) - PC Urban Clement Holdings Ltd., Inc. No. BC1099980

Staff:

- Displayed a PowerPoint Presentation summarizing the application and responded to questions from Council.

Moved By Councillor Hodge/Seconded By Councillor Stack

R556/19/05/27 THAT the Rezoning (Z18-0059) and Text Amendment (TA18-0006) Bylaw be forwarded to a Public Hearing for further consideration;

Carried

4.3 Richter St 2125, BL11717 (DP18-00159) - 1140648 B.C. LTD., Inc. No. 1140648

Moved By Councillor Hodge/Seconded By Councillor Singh

R557/19/05/27 THAT Bylaw No. 11717 be amended at 3rd reading by deleting the legal description that reads:

- Lots 2 and 3, Section 19, Twp 26, ODYD, Plan 700, located on Richter Street, Kelowna, BC: and replacing with;
- Lot A, Section 19, Twp 26, ODYD, Plan EPP90678 located on Richter Street.

Carried

Moved By Councillor Hodge/Seconded By Councillor Singh

R558/19/05/27 THAT Bylaw No. 11717 as amended be adopted.

Carried

4.4 Richter St 2125, DP18-00159 - 1140648 B.C. LTD., Inc. No. 1140648

Staff:

- Displayed a PowerPoint Presentation summarizing the application and responded to questions from Council.

Moved By Councillor Sieben/Seconded By Councillor Given

R559/19/05/27 THAT Rezoning Bylaw No. 11717 be amended at third reading to revise the legal description of the subject properties from Lots 2 & 3 Section 19 Township 26 ODYD Plan 700 to Lot A Section 19 Township 26 ODYD Plan EPP90678;

AND THAT final adoption of Rezoning Bylaw No. 11717 be considered by Council;

AND THAT Council authorizes the issuance of Development Permit No. DP18-0159 for Lot A Section 19 Township 26 ODYD Plan EPP90678, located at 2125-2137 Richter Street, Kelowna, BC subject to the following:

1. The dimensions and siting of the building to be constructed on the land be in accordance with Schedule "A,"
2. The exterior design and finish of the building to be constructed on the land, be in accordance with Schedule "B";
3. Landscaping to be provided on the land be in accordance with Schedule "C";
4. The applicant be required to post with the City a Landscape Performance Security deposit in the form of a "Letter of Credit" in the amount of 125% of the estimated value of the landscaping, as determined by a Registered Landscape Architect;

AND THAT the applicant be required to complete the above noted conditions of Council's approval of the Development Permit Application in order for the permits to be issued;

AND FURTHER THAT this Development Permit is valid for two (2) years from the date of Council approval, with no opportunity to extend.

Carried

4.5 St. Paul St 1310, Z19-0024, Vibona Enterprises LTD., Inc. No. BCo458875

Staff:

- Displayed a PowerPoint Presentation summarizing the application.

Moved By Councillor Donn/Seconded By Councillor Hodge

R560/19/05/27 THAT Rezoning Application No. Z19-0024 to amend the City of Kelowna Zoning Bylaw No. 8000 by changing the zoning classification of Lot 12 District Lot 139 Osoyoos Division Yale District Plan 645, located at 1310 St. Paul St, Kelowna, BC from the I2 – General Industrial zone to the C7rcs – Central Business Commercial (Retail Cannabis Sales) zone be considered by Council;

AND THAT the Rezoning Bylaw be forwarded to a Public Hearing for further consideration;

AND THAT final adoption of the Rezoning Bylaw be considered in conjunction with Council's consideration of a Development Permit for the subject property.

AND FURTHER THAT if the Rezoning Bylaw is adopted, Council direct Staff to send a recommendation to

the British Columbia Liquor and Cannabis Regulation Branch that they support issuance of a non-medical

cannabis retail store license for this legal lot with the following comments:

- The proposed location meets local government bylaw requirements and as such, no negative impact is anticipated;
- The views of the residents were captured during a public hearing process for the rezoning of the property and Council meeting minutes summarizing those views are attached; and
- Local government recommends that the application be approved because of compliance with local regulations and policies.

Carried

4.6 St. Paul St 1310, BL11822 (Z19-0024), Vibona Enterprises LTD., Inc. No. BCo458875

Moved By Councillor Hodge/Seconded By Councillor Singh

R561/19/05/27 THAT Bylaw No. 11822 be read a first time.

Carried

4.7 Valley Rd 330, OCP19-0002 and Z19-0041 - Springdale Properties Ltd., Inc. No. BCo864963

Staff:

- Displayed a PowerPoint Presentation summarizing the application.

Moved By Councillor Stack/Seconded By Councillor Wooldridge

R562/19/05/27 THAT Official Community Plan Map Amendment Application No. OCP19-0002 to amend Map 4.1 in the Kelowna 2030 – Official Community Plan Bylaw No. 10500 by changing the Future Land Use designation of portions of Lot 2 Section 33 Township 26 ODYD Plan 4043 Except Parcel A (DD 130155F and Plan B6158), located at 330 Valley Road, Kelowna, BC from the MRL – Multiple Unit Residential (Low Density) designation to the MRM – Multiple Unit

Residential (Medium Density) designation, as shown on Map "A" attached to the Report from the Community Planning Department dated May 13, 2019, be considered by Council;

AND THAT the Official Community Plan Map Amending Bylaw be forwarded to a Public Hearing for further consideration;

AND THAT Council considers the Public Information Session public process to be appropriate consultation for the *Purpose* of Section 879 of the *Local Government Act*, as outlined in the Report from the Community Planning Department dated May 13, 2019;

THAT Rezoning Application No. Z19-0014 to amend the City of Kelowna Zoning Bylaw No. 8000 by changing the zoning classification of Lot 2 Section 33 Township 26 ODYD Plan 4043 Except Parcel A (DD 130155F and Plan B6158), located at 330 Valley Road, Kelowna, BC from the A1 – Agriculture 1 zone to the RM3 – Low Density Multiple Housing and RM5 – Medium Density Multiple Housing zone as shown on Map "B" attached to the Report from the Community Planning Department dated May 13, 2019, be considered by Council;

AND THAT the Rezoning Bylaw be forwarded to a Public Hearing for further consideration;

AND THAT final adoption of the Official Community Plan Map Amending Bylaw and the Rezoning Bylaw be considered subsequent to the outstanding conditions of approval as set out in Schedule "A" attached to the Report from the Community Planning Department dated May 13, 2019;

AND FURTHER THAT final adoption of the Official Community Plan Map Amending Bylaw and the Rezoning Bylaw be considered in conjunction with Council's consideration of a Development Permit and Development Variance Permit for the subject property.

Carried

4.8 Valley Rd 330, BL11830 (OCP19-0002) - Springdale Properties Ltd., Inc. No. BCo864963

Moved By Councillor Given/Seconded By Councillor Wooldridge

R563/19/05/27 THAT Bylaw No. 11830 be read a first time;

AND THAT the Bylaw has been considered in conjunction with the City's Financial Plan and Waste Management Plan.

Carried

4.9 Valley Rd 330, BL11831 (Z19-0041) - Springdale Properties Ltd., Inc. No. BCo864963

Moved By Councillor Wooldridge/Seconded By Councillor Given

R564/19/05/27 THAT Bylaw No. 11831 be read a first time.

Carried

4.10 Lawrence Ave 1100, LUC19-0001 Z19-0031 - M.R.D. Holdings Inc. No. BCo681200

Staff:

- Displayed a PowerPoint Presentation summarizing the application.

Moved By Councillor Donn/Seconded By Councillor Wooldridge

R565/19/05/27 THAT Application No. LUC19-0001 to discharge LUC73-65 from Lot A, District Lot 137, Osoyoos Division Yale District Plan 25293 located at 1100 Lawrence Avenue, Kelowna, BC, be considered by Council;

AND THAT Rezoning Application No. Z19-0031 to amend City of Kelowna Zoning Bylaw No. 8000 by changing the zoning classification of Lot A, District Lot 137, Osoyoos Division Yale District Plan 25293 located at 1100 Lawrence Avenue, Kelowna, BC from RM3 – Low Density Multiple Housing to C4rcs – Urban Centre (Retail Cannabis Sales) be considered by Council;

AND THAT the Land Use Contract Discharge and Zone Amending Bylaws be forwarded to a Public Hearing for further consideration;

AND THAT final adoption of the Rezoning Bylaw be considered subsequent to the outstanding conditions of approval as set out in Attachment "B" attached to the Report from the Community Planning Department dated June 4th, 2019;

AND THAT final adoption of the Rezoning Bylaw be considered subsequent to the approval of the Ministry of Transportation and Infrastructure;

AND FURTHER THAT if the Rezoning Bylaw is adopted, Council direct Staff to send a recommendation to the British Columbia Liquor and Cannabis Regulation Branch that they support issuance of a non-medical cannabis retail store license for this legal lot with the following comments:

- The proposed location meets local government bylaw requirements and as such, no negative impact is anticipated;
- The views of the residents were captured during a public hearing process for the rezoning of the property and Council meeting minutes summarizing those views are attached; and
- Local government recommends that the application be approved because of compliance with local regulations and policies.

Carried

4.11 Lawrence Ave 1100, BL11846 (LUC19-0001) - M.R.D. Holdings Inc. No. BCo681200

Moved By Councillor Hodge/Seconded By Councillor Wooldridge

R566/19/05/27 THAT Bylaw No. 11846 be read a first time.

Carried

4.12 Lawrence Ave 1100, BL 11847 (Z19-0031) - M.R.D. Holdings Inc. No. BCo681200

Moved By Councillor Stack/Seconded By Councillor DeHart

R567/19/05/27 THAT Bylaw No. 11847 be read a first time.

Carried

4.13 Hwy 33 W 105-115, BL11407 (Z16-0080) - Chi Quang Ly

Moved By Councillor Given/Seconded By Councillor Singh

R568/19/05/27 THAT Council receives, for information, the Report from the Community Planning Department dated May 9, 2019 with respect to Rezoning Application No. Z16-0080 for the property located 105-115 Hwy 33 W;

AND THAT Bylaw No. 11407 be forwarded for rescindment consideration and the file be closed.

Carried

4.14 Hwy 33 W 105-115 BL11407 (Z16-0080) - Chi Quang Ly

Moved By Councillor DeHart/Seconded By Councillor Stack

R569/19/05/27 THAT first, second and third reading of Bylaw No. 11407 be rescinded.

Carried

4.15 Radant Road 588, Z17-0080 - Craig B. Bulawka Professional Corporation

Moved By Councillor Given/Seconded By Councillor Donn

R570/19/05/27 THAT in accordance with Development Application Procedures Bylaw No. 10540, the deadline for the adoption of Rezoning Bylaw No. 11520, be extended from January 9, 2019 to January 9, 2020.

AND THAT Council directs Staff to not accept any further extension requests.

Carried

5. Bylaws for Adoption (Development Related)

5.1 Gordon Drive 3818, BL11782 (TA19-0008) - Save on Shoes Ltd Inc. No 397854

Moved By Councillor Donn/Seconded By Councillor DeHart

R571/19/05/27 THAT Bylaw No. 11782 be adopted.

Carried

5.2 Gordon Dr 3818, BL11783 (Z19-0013) - Save on Shoes Ltd Inc. No 397854

Moved By Councillor DeHart/Seconded By Councillor Donn

R572/19/05/27 THAT Bylaw No. 11783 be adopted.

Carried

5.3 Rutland Rd S 330, BL11794 (Z18-0115) - Keith Robertson

Moved By Councillor Stack/Seconded By Councillor DeHart

R573/19/05/27 THAT Bylaw No. 11794 be adopted.

Carried

6. Non-Development Reports & Related Bylaws

6.1 Amendments to the City of Kelowna Signage Bylaw No.11530

Staff:

- Displayed a PowerPoint Presentation summarizing the amendments to the sign bylaw and responded to questions from Council.

Moved By Councillor Given/Seconded By Councillor Singh

R574/19/05/27 THAT Sign Bylaw No. 11530 Text Amendment Application No. TA19-0012 as outlined in Schedule A, attached to the Report from the Community Planning Department dated May 23, 2019 be considered by Council;

AND THAT Sign Bylaw No. 11530 Text Amendment Application No. TA19-0012 be forwarded for reading consideration.

Carried

6.2 BL11835 - Amendment No. 1 to Sign Bylaw No. 11530

Moved By Councillor Donn/Seconded By Councillor Stack

R575/19/05/27 THAT Bylaw No. 11835 be read a first, second and third time.

Carried

6.3 2040 OCP Update: Land Use Plan Directions

Staff:

- Displayed a PowerPoint Presentation summarizing land use plan directions in the 2040 Official Community Plan and responded to questions from Council.

Moved By Councillor Donn/Seconded By Councillor Given

R576/19/05/27 THAT Council receives, for information, the summary of key directions of a new land use plan being drafted for the 2040 Official Community Plan (OCP) and the corresponding next steps.

Carried

6.4 2018 Climate Action Revenue Incentive Program Report

Staff:

- Displayed a PowerPoint Presentation regarding the climate progress made in 2018 and the plans for 2019 to meet the City's climate action goals and responded to questions from Council.

Moved By Councillor Donn/Seconded By Councillor Stack

R577/19/05/27 THAT Council receives, for information, the report from the Sustainability Coordinator and Energy Program Manager, dated May 27, 2019, with respect to the 2018 Climate Action Revenue Incentive Program Public Report;

AND THAT the 2019 Financial Plan be amended to increase both the revenue and the associated contribution to the Energy Management Rebate reserve budget as a result of the Climate Action Revenue Incentive Program grant.

Carried**6.5 Electric Vehicle Charging Stations Update**

Staff:

- Displayed a PowerPoint Presentation identifying the locations of the new electric vehicle charging stations and the opportunities to expand the network.
- Responded to questions from Council.

Moved By Councillor Hodge/Seconded By Councillor Given

R578/19/05/27 THAT Council receives, for information, the report from the Sustainability Coordinator and Parking Services Manager, dated May 27, 2019, with respect to Electric Vehicle Charging Stations Update.

Carried**6.6 Heritage Register Removal – 1730 Ethel Street**

Staff:

- Displayed photographs of the subject property on the ELMO and provided staff rationale for the removal from the heritage register and reconsideration.
- Responded to questions from Council.

Moved By Councillor Hodge/Seconded By Councillor Singh

R579/19/05/27 THAT Council receives, for information, the report from the Planner II, Policy and Planning Department dated May 27, 2019, with respect to the Kelowna Heritage Register;

AND THAT Council endorse the removal of 1730 Ethel Street from the Kelowna Heritage Register;

AND FURTHER THAT Council direct staff to re-evaluate the building under the new address of 1368 Ethel Street to determine if it should be re-added to the Kelowna Heritage Register.

Carried**6.7 Heritage Register Removal – 1927 Ethel Street**

Staff:

- Recommended the property be removed from the Heritage Register as the original house had been demolished.

Moved By Councillor DeHart/Seconded By Councillor Donn

R580/19/05/27 THAT Council receives, for information, the report from the Policy and Planning Department dated May 27, 2019, with respect to the Kelowna Heritage Register;

AND THAT Council endorse the removal of 1927 Ethel Street from the Kelowna Heritage Register.

Carried**6.8 Bylaw Exemptions for the Bikeshare Permit Program**

Staff:

- Provided rationale for the temporary use of e-scooters and e-bikes on three designated pathways and responded to questions from Council.

Moved By Councillor Wooldridge/Seconded By Councillor Donn

R581/19/05/27 THAT Council receives, for information, the report from the Transit and Programs Manager dated May 27, 2019 with respect to the Bylaw Exemptions for the Bikeshare Permit Program;

AND THAT Council approve the use of e-scooters and e-bikes on the Waterfront Walkway, Angel Way and Rails with Trails pathways as a temporary exemption until December 31st 2020 under Section 4.1 of the Parks and Public Spaces Bylaw No. 10680.

Carried

7. Mayor and Councillor Items

Councillor Stack:

- Made comments on direction given to staff in the AM meeting to review potential amendments to the construction noise provisions of the Good Neighbour Bylaw.

Councillor DeHart:

- Looking forward to attending the FCM Conference.

Councillor Donn:

- Looking forward to attending the FCM Conference.
- Spoke to his attendance, on behalf of the Mayor, at the Vesak Ceremony hosted by the Vietnamese Buddhist Community in celebration of the Buddha's birthday.

Councillor Sieben:

- Looking forward to attending the FCM Conference.

Councillor Hodge:

- Will be attending several events in Kelowna on behalf of Council.

Councillor Singh:

- Spoke to her attendance, on behalf of the Mayor, at the Asian Heritage Month event and MS Walk.

Councillor Wooldridge:

- Spoke to his participation in Bike to Work and School week.
- Spoke to his attendance at the PC Urban Properties kickoff event for the Clement Avenue purpose built rental building.
- Looking forward to attending the FCM Conference.

Councillor Given:

- Noted that it is Tourism Week for Canada and BC; provides an opportunity to celebrate the economic impact of tourism.

Mayor Basran:

- Spoke to the kick off of Bike to Work and School Week and noted the positive impacts such events have on the climate and encouraged participation.
- Advised there was no Council meeting next Monday due to the FCM Conference.

8. Termination

This meeting was declared terminated at 4:06 p.m.

Mayor Basran

/acm

City Clerk

DRAFT

Report to Council



Date: June 10, 2019

File: 0115-10

To: City Manager

From: Alan Newcombe, Divisional Director, Infrastructure

Subject: 2019 Association of Consulting Engineering Companies, BC(ACEC-BC) - Client of the Year Award

Recommendation:

THAT Council receives, for information, the report from the Divisional Director, Infrastructure dated June 10, 2019, with respect to the 2019 Association of Consulting Engineering Companies, BC (ACEC-BC) - Client of the Year Award.

Purpose:

To provide Council an update on the City of Kelowna's recently received ACEC-BC, Client of the Year Award.

Background:

The Awards for Engineering Excellence demonstrate the value that Professional Engineers and in particular, ACEC-BC member firms, offer to clients as they celebrate technical excellence and recognize innovation in engineering. The Awards have grown more prestigious since the inception of the program 30 years ago, raising the profile of the recipients. They provide ACEC-British Columbia members the opportunity to showcase their projects and their firm to the consulting engineering industry.

Awards are presented in the following categories:

- Buildings
- Municipal & Civil Infrastructure
- Transportation & Bridges
- Energy & Industry
- Natural Resource & Habitat
- Soft Engineering
- Projects Under \$2.5 Million

For each category one Award of Excellence and at least one Award of Merit are presented every year. A Lieutenant Governor's Award is also given to the submission that excels in all areas of the rated criteria, and is chosen from among the Award of Excellence recipients.

Client of the Year Award

In addition to the awards for excellence on behalf of the members, each year an award is presented to a Client that promotes best practices within the industry. Nominations are based on criteria that includes communication and relationship management, appropriate risk management, use of fair and balanced contracts and appropriate procurement and delivery methodology that leads to a definition of clear scope.

Internal Circulation:

Communications Consultant

Considerations not applicable to this report:

Legal/Statutory Authority:

Legal/Statutory Procedural Requirements:

Existing Policy:

Financial/Budgetary Considerations:

Personnel Implications:

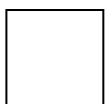
External Agency/Public Comments:

Alternate Recommendation:

Submitted by:

Alan Newcombe, Divisional Director, Infrastructure

Approved for inclusion:



Doug Gilchrist, City Manager

Attachment 1 - Award Notification Letter

cc: Divisional Director, Corporate Strategic Services



May 15, 2019

Mayor Colin Basran
City of Kelowna
City Hall – 1435 Water Street
Kelowna BC, V1Y 1J4

Dear Mayor Basran,

I am delighted to offer my personal congratulations to the City of Kelowna for receiving the Association of Consulting Engineering Companies – BC (ACEC-BC) Client of the Year award on April 6, 2019. The award was received by Alan Newcombe, P.Eng, Director, Infrastructure Planning, Design and Construction on behalf of the City at our annual gala in Vancouver.

The ACEC-BC Client of the Year award recognizes a client that promotes and encourages best practice including communication, dispute resolution, procurement and partnership. The City of Kelowna was nominated by WSP's Kelowna office, and the nomination noted the progressive implementation of best management practices to improve procurement, promote dialogue between city staff and consultants, and support a collaborative team environment that enhances the consultant's project delivery experience with the City.

For the past 4 years ACEC-BC member companies have engaged directly with Alan and his team through a joint liaison committee. The committee has a shared goal of improving engineering service delivery to the City, resulting in the implementation of a number of events and practices toward that goal. Principal among the actions was the implementation of a quality-based selection process for consulting services.

The thought leadership, collaborative approach and consistently high performance of Alan and his team are no doubt reflective of the City's overall culture.

Enclosed is a copy of the Business in Vancouver circular released after the event. The circular includes an overview of our project award nominees and winners for your reference.

Congratulations again, and thank you to the City for demonstrating leadership in procurement of consulting engineering services.

Kind regards,

Caroline Andrewes, P.Eng, CPA, CMA
President & CEO

CITY OF KELOWNA
BYLAW NO. 11724
Z18-0068 – 786 Coopland Crescent

A bylaw to amend the "City of Kelowna Zoning Bylaw No. 8000".

The Municipal Council of the City of Kelowna, in open meeting assembled, enacts as follows:

1. THAT City of Kelowna Zoning Bylaw No. 8000 be amended by changing the zoning classification of Lot 29 District Lot 135 ODYD Plan 22856, located on Coopland Crescent, Kelowna, BC from the RU6 – Two Dwelling Housing zone to the RM1 – Four Dwelling Housing zone.
2. This bylaw shall come into full force and effect and is binding on all persons as and from the date of adoption.

Read a first time by the Municipal Council this 10th day of December, 2018.

Considered at a Public Hearing on this 15th day of January, 2019.

Read a second and third time by the Municipal Council this 15th day of January, 2019.

Adopted by the Municipal Council of the City of Kelowna this

Mayor

City Clerk

REPORT TO COUNCIL



Date: June 10, 2019

RIM No. 0940-00

To: City Manager

From: Community Planning Department (LK)

Application: DP18-0126

Owner: Miles & Lisa Laing

Address: 786 Coopland Crescent

Applicant: Miles & Lisa Laing

Subject: Development Permit

Existing OCP Designation: MRL – Multiple Unit Residential (Low Density)

Existing Zone: RU6 – Two Dwelling Housing

Proposed Zone: RM1 – Four Dwelling Housing

1.0 Recommendation

THAT final adoption of Rezoning Bylaw No. 11724 be considered by Council;

AND THAT Council authorizes the issuance of Development Permit No. DP18-0126 for Lot 29 District Lot 135 ODYD Plan 22856, located at 786 Coopland Crescent, Kelowna, BC subject to the following:

1. The dimensions and siting of the building to be constructed on the land be in accordance with Schedule "A,"
2. The exterior design and finish of the building to be constructed on the land, be in accordance with Schedule "B";
3. Landscaping to be provided on the land be in accordance with Schedule "C";
4. The applicant be required to post with the City a Landscape Performance Security deposit in the form of a "Letter of Credit" in the amount of 125% of the estimated value of the landscaping, as determined by a Registered Landscape Architect;

AND THAT the applicant be required to complete the above noted conditions of Council's approval of the Development Permit Application in order for the permits to be issued;

AND FURTHER THAT this Development Permit is valid for two (2) years from the date of Council approval, with no opportunity to extend.

2.0 Purpose

To consider the form and character of a new semi-detached dwelling on the subject property.

3.0 Community Planning

Community Planning Staff are supportive of the Development Permit application as it meets many of the planning objectives and supporting policies of the Official Community Plan (OCP), as well as the applicable urban design guidelines, some of which include:

- Promote interesting, pedestrian friendly streetscape design and pedestrian linkages;
- Provide for a scale and massing of buildings that promotes a safe, enjoyable living, pedestrian and working experience;
- Incorporate architectural features and detailing of buildings and landscapes that define an area's character;
- Provide outdoor spaces, including rooftops, balconies, patios and courtyards;
- Mitigate the actual and perceived bulk of buildings by utilizing appropriate massing, including:
 - Architectural elements (e.g. balconies, bay windows, cantilevered floors, cupolas, dormers);
 - Step back upper floors to reduce visual impact;
 - Detailing that creates a rhythm and visual interest along the line of the building;
 - Wall projections and indentations, windows and siding treatments as well as varied material textures should be utilized to create visual interest and to articulate building facades.

4.0 Proposal

4.1 Project Description

The site as it exists today has one building with two units at the front of the property. The addition of a duplex dwelling to the rear of the site will see the property developed to its maximum potential of four units. The new building is oriented to have the main floor unit's entry door to the laneway along with the amenity space. The second unit is accessed via an external stairway on the east side of the building to the upper level. Amenity space is provided in the form of a balcony which overlooks the lane. The orientation of both units entry doors and amenity spaces will put eyes to the lane as well as protect the privacy of adjacent properties. As more laneway redevelopment occurs, this will add to increasing laneway appeal of these tend to be neglected spaces.

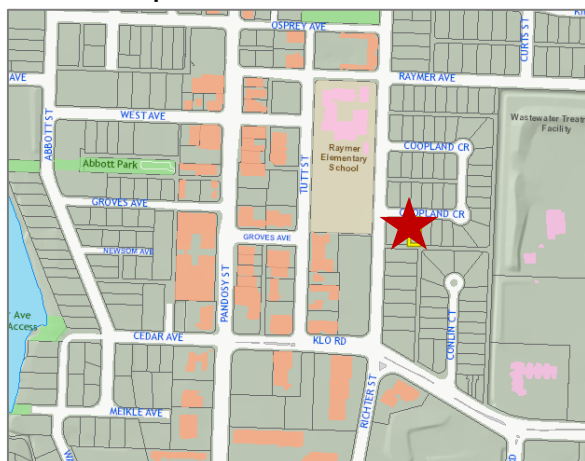
The proposed building is a modern design with two sloping roofs. The building finishes include stucco in two colours with horizontal cedar panels to provide visual interest and warmth to the building. The laneway elevation is predominantly windows and the main entry along with a single car garage access. The RM1 parking regulations require a total of six parking stalls. Five stalls are proposed across the width of the parcel with one stall in the garage.

4.2 Site Context

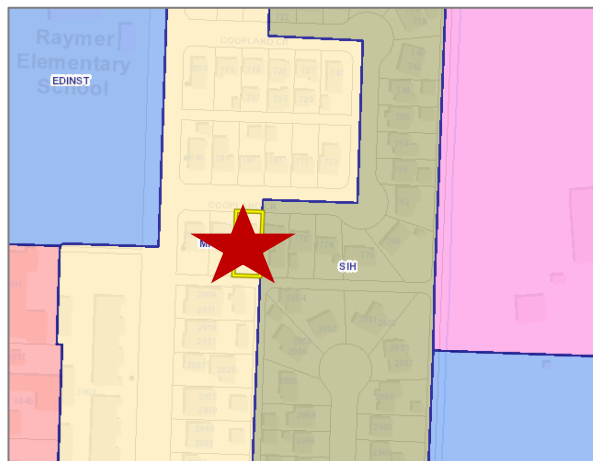
Specifically, adjacent land uses are as follows:

Orientation	Zoning	Land Use
North	RU6 – Two Dwelling Housing	Single Detached Dwellings
East	RU7 – Infill Housing	Single Detached Dwellings
South	RU6 – Two Dwelling Housing RU7 – Infill Housing	Duplex Dwellings Single Detached Dwellings
West	RU6 – Two Dwelling Housing	Single Detached Dwellings

Context Map:



Future Land Use:



Subject Property Map: 786 Coopland Crescent



4.3 Zoning Analysis Table

Zoning Analysis Table		
CRITERIA	RM1 ZONE REQUIREMENTS	PROPOSAL
Development Regulations		
Floor Area Ratio	0.60	0.58
Height	9.5 m or 2 ½ storeys	8.1 m & 2 storeys
Front Yard	4.5 m	8.17 m
Side Yard (east)	2.5 m	2.5 m
Side Yard (west)	2.5 m	2.5 m
Rear Yard	7.5 m	7.5 m
Other Regulations		
Minimum Parking Requirements	6 stalls	6 stalls
Private Open Space	100 m ²	+100 m ²

5.0 Current Development Policies

5.1 Kelowna Official Community Plan (OCP)

Development Process

Compact Urban Form.¹ Develop a compact urban form that maximizes the use of existing infrastructure and contributes to energy efficient settlement patterns. This will be done by increasing densities (approximately 75 - 100 people and/or jobs located within a 400-metre walking distance of transit stops is required to support the level of transit service) through development, conversion, and re-development within Urban Centres (see Map 5.3) in particular and existing areas as per the provisions of the Generalized Future Land Use Map 4.1.

Sensitive Infill.² Encourage new development or redevelopment in existing residential areas to be sensitive to or reflect the character of the neighbourhood with respect to building design, height and siting.

Housing Mix.³ Support a greater mix of housing unit size, form and tenure in new multi-unit residential and mixed-use developments.

6.0 Application Chronology

Date of Application Received:	June 11, 2018
Date of Amended Application Received:	November 20, 2018
Date Public Consultation Completed:	November 23, 2018

Report prepared by: Lydia Korolchuk, Planner

Approved for Inclusion by: Dean Strachan, Suburban and Rural Planning Manager

Attachments:

Schedule A: OCP Design Guidelines
 Schedule B: Draft Development Permit – DP18-0126
 Attachment A: Site Plan
 Attachment B: Elevations
 Attachment C: Landscape Plan

¹ City of Kelowna Official Community Plan, Policy 5.2.3 (Development Process Chapter).

² City of Kelowna Official Community Plan, Policy 5.22.6 (Development Process Chapter).

³ City of Kelowna Official Community Plan, Policy 5.27.11 (Development Process Chapter).

**DEVELOPMENT PERMIT GUIDELINES**Comprehensive Development Permit Area

Consideration has been given to the following guidelines as identified in Section 14.A. of the City of Kelowna Official Community Plan relating to Comprehensive Development Permit Areas:

COMPREHENSIVE DEVELOPMENT PERMIT AREA	YES	NO	N/A
Authenticity and Regional Expression			
Do landscaping and building form convey a character that is distinct to Kelowna and the Central Okanagan?	✓		
Are materials in keeping with the character of the region?	✓		
Are colours used common in the region's natural landscape?	✓		
Does the design provide for a transition between the indoors and outdoors?	✓		
Context			
Does the proposal maintain the established or envisioned architectural character of the neighbourhood?	✓		
Does interim development consider neighbouring properties designated for more intensive development?			✓
Are façade treatments facing residential areas attractive and context sensitive?	✓		
Are architectural elements aligned from one building to the next?		✓	
For exterior changes, is the original character of the building respected and enhanced?			✓
Is the design unique without visually dominating neighbouring buildings?	✓		
For developments with multiple buildings, is there a sense of architectural unity and cohesiveness?		✓	
Relationship to the Street			
Do buildings create the desired streetscape rhythm?			✓
Are parkade entrances located at grade?			✓
For buildings with multiple street frontages, is equal emphasis given to each frontage?	✓		
Massing and Height			
Does the design mitigate the actual and perceived mass of buildings?	✓		
Does the height consider shading and view impacts for neighbouring properties and transition to less intensive areas?	✓		
Human Scale			
Are architectural elements scaled for pedestrians?	✓		
Are façades articulated with indentations and projections?	✓		

COMPREHENSIVE DEVELOPMENT PERMIT AREA	YES	NO	N/A
Are top, middle and bottom building elements distinguished?	✓		
Do proposed buildings have an identifiable base, middle and top?			✓
Are building facades designed with a balance of vertical and horizontal proportions?	✓		
Are horizontal glazed areas divided into vertically proportioned windows separated by mullions or building structures?	✓		
Does the design incorporate roof overhangs and the use of awnings, louvers, canopies and other window screening techniques?	✓		
Is the visual impact of enclosed elevator shafts reduced through architectural treatments?			✓
Exterior Elevations and Materials			
Are buildings finished with materials that are natural, local, durable and appropriate to the character of the development?	✓		
Are entrances visually prominent, accessible and recognizable?	✓		
Are higher quality materials continued around building corners or edges that are visible to the public?			✓
Are a variety of materials used to create contrast, enhance the pedestrian environment and reduce the apparent mass of a building?	✓		
Are elements other than colour used as the dominant feature of a building?	✓		
Public and Private Open Space			
Does public open space promote interaction and movement through the site?			✓
Are public and private open spaces oriented to take advantage of and protect from the elements?	✓		
Is there an appropriate transition between public and private open spaces?			✓
Are amenities such as benches, garbage receptacles, bicycle stands and community notice boards included on site?			✓
Site Access			
Is the safe and convenient movement of pedestrians prioritized?	✓		
Are alternative and active modes of transportation supported through the site design?			✓
Are identifiable and well-lit pathways provided to front entrances?	✓		
Do paved surfaces provide visual interest?			✓
Is parking located behind or inside buildings, or below grade?	✓		
Are large expanses of parking separated by landscaping or buildings?	✓		
Are vehicle and service accesses from lower order roads or lanes?	✓		
Do vehicle and service accesses have minimal impact on the streetscape and public views?	✓		

COMPREHENSIVE DEVELOPMENT PERMIT AREA	YES	NO	N/A
Is visible and secure bicycle parking provided in new parking structures and parking lots?			✓
Decks, Balconies, Rooftops and Common Outdoor Amenity Space			
Are decks, balconies or common outdoor amenity spaces provided?	✓		
Does hard and soft landscaping enhance the usability of decks, balconies and outdoor amenity spaces?	✓		
Are large flat expanses of roof enhanced with texture, colour or landscaping where they are visible from above or adjacent properties?	✓		
Amenities, Ancillary Services and Utilities			
Are loading, garage, storage, utility and other ancillary services located away from public view?	✓		
Are vents, mechanical rooms / equipment and elevator penthouses integrated with the roof or screened with finishes compatible with the building's design?			✓
Landscape Development and Irrigation Water Conservation			
Does landscaping:	-	-	-
<ul style="list-style-type: none"> Compliment and soften the building's architectural features and mitigate undesirable elements? 			
<ul style="list-style-type: none"> Maintain the dominant pattern of landscaping along the street and surrounding properties? 	✓		
<ul style="list-style-type: none"> Enhance the pedestrian environment and the sense of personal safety? 			✓
<ul style="list-style-type: none"> Screen parking areas, mechanical functions, and garbage and recycling areas? 		✓	
<ul style="list-style-type: none"> Respect required sightlines from roadways and enhance public views? 			✓
<ul style="list-style-type: none"> Retain existing healthy mature trees and vegetation? 	✓		
<ul style="list-style-type: none"> Use native plants that are drought tolerant? 	✓		
<ul style="list-style-type: none"> Define distinct private outdoor space for all ground-level dwellings? 	✓		
Do any fences and retaining walls create visual interest and enhance the pedestrian environment?			✓
Do parking lots have one shade tree per four parking stalls?			✓

Development Permit & DP18-0126

ATTACHMENT B

This forms part of application

DP18-0126

Planner
Initials

LK

City of
Kelowna
COMMUNITY PLANNING



This permit relates to land in the City of Kelowna municipally known as

786 Coopland Crescent

and legally known as

Lot 26 District Lot 135 ODYD Plan 22856

and permits the land to be used for the following development:

Four Dwelling Housing

USE as per Zoning Bylaw

Duplex Dwelling

The present owner and any subsequent owner of the above described land must comply with any attached terms and conditions.

Date of Council Decision June 10, 2019

Decision By: COUNCIL

Development Permit Area: Comprehensive

This permit will not be valid if development has not commenced by June 10, 2021.

Existing Zone: RM1 Future Land Use Designation: MRL

This is NOT a Building Permit.

In addition to your Development Permit, a Building Permit may be required prior to any work commencing. For further information, contact the City of Kelowna, Development Services Branch.

NOTICE

This permit does not relieve the owner or the owner's authorized agent from full compliance with the requirements of any federal, provincial or other municipal legislation, or the terms and conditions of any easement, covenant, building scheme or agreement affecting the building or land.

Owner: Miles & Lisa Laing

Applicant: Miles & Lisa Laing

Terry Barton
Planning Department Manager
Planning & Development Services

Date

1. SCOPE OF APPROVAL

This Development Permit applies to and only to those lands within the Municipality as described above, and any and all buildings, structures and other development thereon.

This Development Permit is issued subject to compliance with all of the Bylaws of the Municipality applicable thereto, except as specifically varied or supplemented by this permit, noted in the Terms and Conditions below.

The issuance of a permit limits the permit holder to be in strict compliance with regulations of the Zoning Bylaw and all other Bylaws unless specific variances have been authorized by the Development Permit. No implied variances from bylaw provisions shall be granted by virtue of drawing notations that are inconsistent with bylaw provisions and that may not have been identified as required Variances by the applicant or Municipal staff.

2. CONDITIONS OF APPROVAL

- a) The dimensions and siting of the building to be constructed on the land be in accordance with Schedule "A";
- b) The exterior design and finish of the building to be constructed on the land be in accordance with Schedule "B";
- c) Landscaping to be provided on the land be in accordance with Schedule "C"; and
- d) The applicant be required to post with the City a Landscape Performance Security deposit in the form of a "Letter of Credit" in the amount of 125% of the estimated value of the landscaping, as determined by a Registered Landscape Architect.

This Development Permit is valid for two (2) years from the date of Council approval, with no opportunity to extend.

3. PERFORMANCE SECURITY

As a condition of the issuance of this Permit, Council is holding the security set out below to ensure that development is carried out in accordance with the terms and conditions of this Permit. Should any interest be earned upon the security, it shall accrue to the Developer and be paid to the Developer or his or her designate if the security is returned. The condition of the posting of the security is that should the Developer fail to carry out the development hereby authorized, according to the terms and conditions of this Permit within the time provided, the Municipality may use enter into an agreement with the property owner of the day to have the work carried out, and any surplus shall be paid over to the property own of the day. Should the Developer carry out the development permitted by this Permit within the time set out above, the security shall be returned to the Developer or his or her designate. There is filed accordingly:

- a) An Irrevocable Letter of Credit in the amount of **\$15,192.19**
- b) A certified cheque in the amount of **\$15,192.19**

Before any bond or security required under this Permit is reduced or released, the Developer will provide the City with a statutory declaration certifying that all labour, material, workers' compensation and other taxes and costs have been paid.

4. INDEMNIFICATION

Upon commencement of the works authorized by this Permit the Developer covenants and agrees to save harmless and effectually indemnify the Municipality against:

- a) All actions and proceedings, costs, damages, expenses, claims, and demands whatsoever and by whomsoever brought, by reason of the Municipality said Permit.

All costs, expenses, claims that may be incurred by the Municipality where the construction, engineering or other types of works as called for by the Permit results in damages to any property owned in whole or in part by the Municipality or which the Municipality by duty or custom is obliged, directly or indirectly in any way or to any degree, to construct, repair, or maintain.

**The PERMIT HOLDER is the CURRENT LAND OWNER.
Security shall ONLY be returned to the signatory of the
Landscape Agreement or their designates.**


$$\frac{1}{(3.01)}$$


SCHEDULE B

This forms part of application
DP18-0126



City of
Kelowna
COMMUNITY PLANNING

REV.	COMMENTS	DATE	BY
1			
PROJECT			
786 Copeland Crescent			
Plan 22836 Lot 29			
Kelowna			
British Columbia			
TITLE			
PROPOSED SECONDARY			
DWELLING SOUTH & WEST			
ELEVATIONS			
SCALE			
1/4" = 1'-0"			
DATE			
MAR 2018			
DRAWN BY			
DATE			

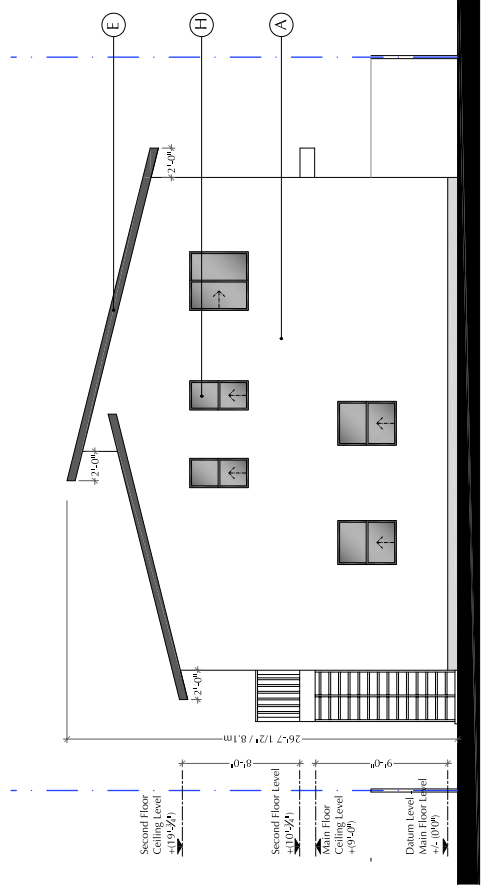
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Meiklejohn
t. 252 863 0608 e. andrew_meiklejohn@hotmail.com

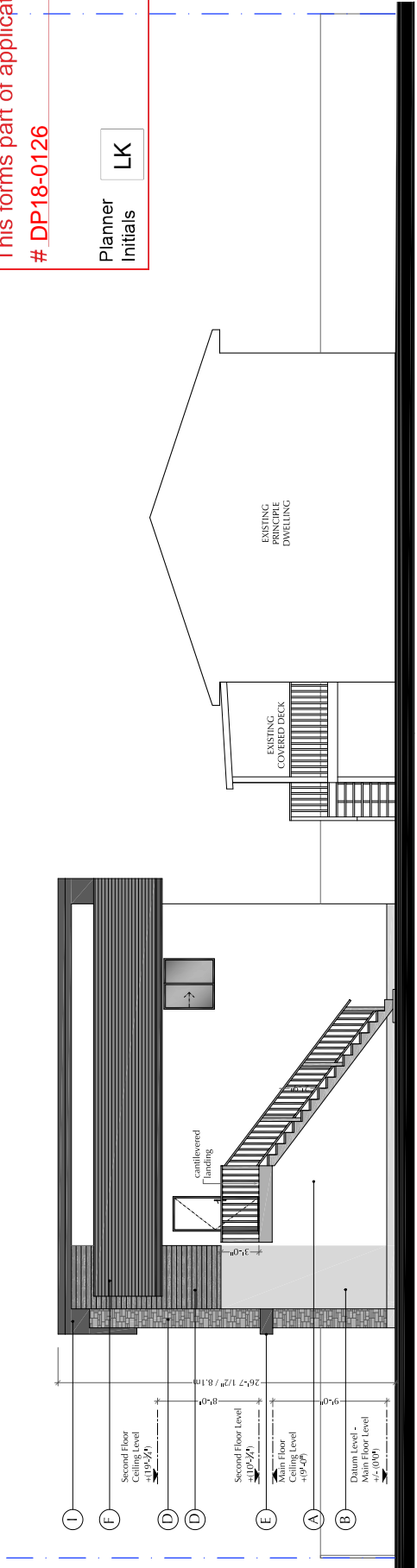




- FINISHES KEY**
- (A) Acrylic stucco tool ref. (h.c.c.)
 - (B) Acrylic stucco tool ref. (h.c.c.)
 - (C) Horizontal cedar boarding
 - (D) Stone veneer ref. (h.c.c.)
 - (E) Painted smart board (h.c.c.)
 - (F) Asphalt shingles (h.c.c.)
 - (G) Fibreglass exterior door
 - (H) Metal clad windows & doors (h.c.c.)
 - (I) Perforated aluminium soffits (h.c.c.)



1 North Elevation
3.00' / 1.00" = 1'-0"



2 East Elevation
3.00' / 1.00" = 1'-0"

LEGEND

- Lot Boundary Line
- Site Easement
- Line of Fire Separation
- Existing Building
- PROPOSED SECTION MARKER
- SECTION IDENTIFICATION
- SECTION ELEVATION
- SECTION SCALE

SCHEDULE B

This forms part of application
DP18-0126

City of Kelowna
COMMUNITY PLANNING

Planner Initials
LK

PROPOSED SECONDARY DWELLING NORTH & EAST ELEVATIONS

7866 Copeland Crescent
Plan 22856 Lot 29
Kelowna
British Columbia

DATE: FEB 2018
SCALE: 1/4" = 1'-0"

3.02 /

Meiklejohn
1-239-883-1888 • info@meiklejohn.com



SCHEDULE A

This forms part of application

DP18-0126

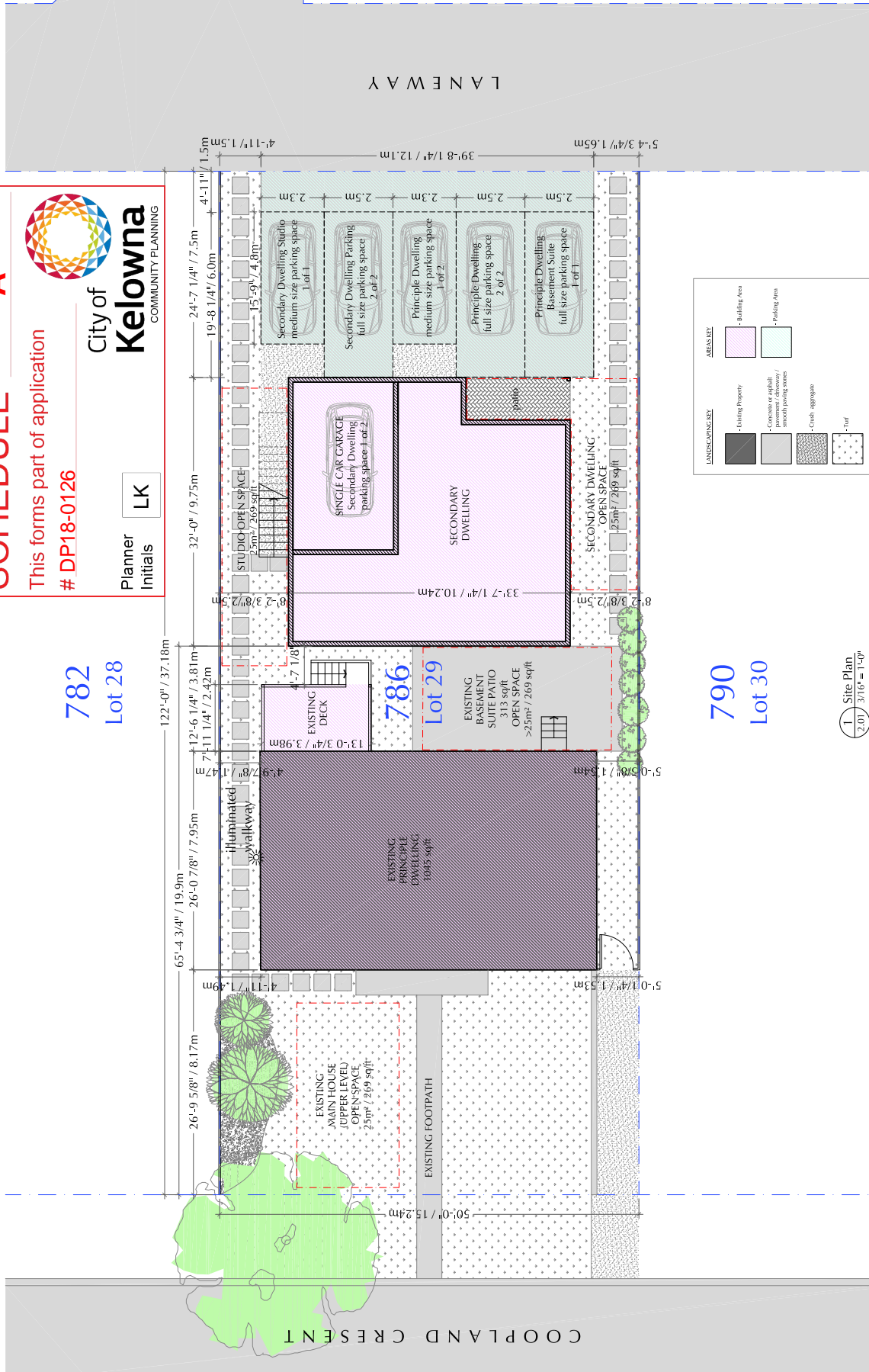


City of
Kelowna
COMMUNITY PLANNING

Planner
Initials **LK**

782

Lot 28



1 Site Plan
2.01 3716' = 1'-0"

Legend:
- Lot Boundary Line
- Line of Fire Separation
- Outline of Open Space Allocation
- Existing Building
- CRUSH: CRUSHED GRANITE
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Zoning: RM1

Site Details

Site Area: 566.7m² / 6100sqft

Lot Width: 15.24m / 50ft

Lot Depth: 37.2m / 122 ft

Floor Area Ratio: 0.6

Floor Area: 340m² / 3660sqft

Existing Principle Dwelling Details

Structure: 2.5m / 8'2"

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REPORT TO COUNCIL



Date: June 10, 2019

RIM No. 1250-30

To: City Manager

From: Development Planning Department (HB)

Application: OCP18-0008 & Z18-0042

Owner: Vanmar Developments 2 LTD., Inc.
No. BC1155488

Address: 244, 252, 260 & 268 Valley Road

Applicant: Vanmar Constructors Inc.

Subject: OCP Amendment & Rezoning Extension Report

Existing OCP Designation: S2RES – Single/ Two Unit Residential & EDINST – Education/Major Institutional

Proposed OCP Designation: MRL – Multiple Unit Residential (Low Density)

Existing Zone: RR3 – Rural Residential 3, RU2 – Medium Lot Housing & P2 – Education & Minor Institutional

Proposed Zone: RM3 – Low Density Multiple Housing

1.0 Recommendation

THAT in accordance with Development Application Procedures Bylaw No. 10540, the deadline for the adoption of Official Community Plan Bylaw No. 11641 and Rezoning Amendment Bylaw No. 11642, be extended from August 14, 2019 to August 14, 2020;

AND THAT Council directs Staff to not accept any further extension requests.

2.0 Purpose:

To extend the deadline for adoption of the Official Community Plan Bylaw No. 11641 and Rezoning Bylaw No. 11642 to August 14, 2020.

3.0 Community Planning

Official Community Plan Bylaw No. 11641 and Rezoning Bylaw No. 11642, received second and third readings at a Regular meeting of Council held on August 14, 2018. Final adoption of the zone amendment bylaw is subject to the applicant meeting the requirements for the Development Engineering Department. The applicant has made progress on the rezoning application but has not yet met all the of these requirements

and has requested additional time. Staff are recommending that Council supports extending the deadline for adoption by one year to August 14, 2020.

4.0 Subject Property Map: 2568, 260, 252, 244 Valley Road



5.0 Application Chronology

Date of Application Received: April 16, 2018

Date of Second and Third Readings: August 14, 2018

Date of Extension Received: May 27, 2019

Report prepared by: Heather Benmore, Administrative Clerk

Approved for Inclusion: Terry Barton, Development Planning Manager

REPORT TO COUNCIL



Date: June 10, 2018

RIM No. 0940-00

To: City Manager

From: Community Planning Department (AJ)

Application: DP19-0018

Owner: Canadian Tire Real Estate
Limited, Inc. No. A0090473

Address: 1655 Leckie Road

Applicant: Associated Engineering (BC)
Ltd.

Subject: Development Permit

Existing OCP Designation: MXR – Mixed Use (Residential / Commercial)
SC – Service Commercial

Existing Zone: C10 – Service Commercial

1.0 Recommendation

THAT Council authorizes the issuance of Development Permit No. DP19-0018 for Lot A District Lots 125 and 532 ODYD Plan EPP51237, located at 1655 Leckie Road, Kelowna, BC subject to the following:

1. The dimensions and siting of the building to be constructed on the land be in accordance with Schedule "A";
2. The exterior design and finish of the building to be constructed on the land be in accordance with Schedule "B";
3. Landscaping be provided on the land in accordance with Schedule "C";
4. The applicant be required to post with the City a Landscape Performance Security deposit in the form of a "Letter of Credit" in the amount of 125% of the estimated value of the landscaping, as determined by a Registered Landscape Architect;

AND FURTHER THAT this Development Permit is valid for two (2) years from the date of Council approval, with no opportunity to extend.

2.0 Purpose

To consider the form and character of a food primary establishment.

3.0 Community Planning

Community Planning staff are supportive of the development permit for form and character of the proposed food primary establishment with drive-in food services. The proposed Tim Hortons' restaurant is

in general accordance with the City of Kelowna's Comprehensive Development Permit Area Design Guidelines, as indicated in Attachment A.

This application proposes a food primary establishment with indoor and outdoor seating areas as well as drive-in food services. The proposed building design is typical of the Tim Hortons' corporate brand. Overall, the design is modern with visual interest added through variation in materials and architectural articulation. Materials include aluminum siding, porcelain tile, and brick, along with an accent colour used for signage and trim. Architectural definition is provided through awnings as well as accents around the entrance and the drive-through window. Signage is proposed on the front and side elevations of the building, and menu boards and directional signage are also proposed for the site. Screened garbage and recycling are located behind the proposed building.

Regarding landscaping, the applicant is proposing landscaping on the north, east, and west perimeter of the site, as well as within the site around the drive-through. The landscaping plan indicates that 20 trees will be planted, as well as a variety of shrubs and grasses. Landscaping fronting Highway 97 N is to be planted on a raised berm to add extra screening for the drive-through, and some existing trees and shrubs are to be retained north east of the proposed building. Overall, the proposal is compliant with the Zoning Bylaw as per the Zoning Analysis table below. A painted pathway is provided as a pedestrian safety measure and to link the proposed Tim Hortons to the existing Canadian Tire in the same complex. The proposal also includes an outdoor patio area with a bicycle rack.

4.0 Proposal

4.1 Background

The site for the proposed development is currently a surface parking lot serving the existing Canadian Tire on the subject property. The property is zoned C10, Service Commercial, which permits drive-in food services.

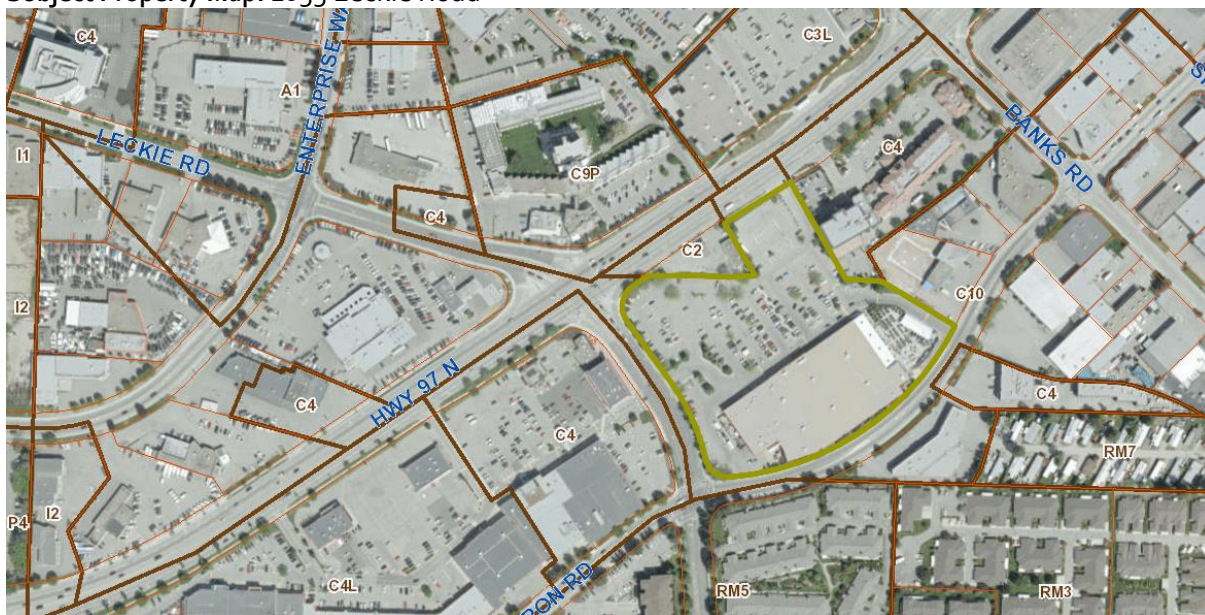
4.2 Project Description

The proposed food primary establishment is 250.4m², and is intended to be located on the north-eastern portion of the subject property fronting Highway 97 N. The proposed establishment will be accessed mainly from Highway 97 N; a Traffic Impact Analysis was conducted and accepted by the Ministry of Transportation and Infrastructure.

4.3 Site Context

The subject property is located on the South side of the Highway 97 N corridor in the Midtown Urban Centre. Specifically, adjacent land uses are as follows:

Orientation	Zoning	Land Use
North	C3rls – Community Commercial (Retail Liquor Sales)	Retail Stores, General
East	C4 – Urban Centre Commercial	Hotel
South	RM5 – Medium Density Multiple Housing	Multiple Dwelling Housing
West	C4 – Urban Centre Commercial	Retail Stores, General

Subject Property Map: 1655 Leckie Road**4.4 Zoning Analysis Table**

Zoning Analysis Table		
CRITERIA	C10 ZONE REQUIREMENTS	PROPOSAL
Existing Lot/Subdivision Regulations		
Lot Area	1000.0 m ²	30801.0 m ²
Lot Width	40.0 m	> 40.0 m
Lot Depth	30.0 m	>30.0 m
Development Regulations		
Floor Area Ratio	0.65	0.28
Height	12.0 m / 3 storeys	5.79 m / 1 storey
Front Yard	2.0 m	12.98 m
Side Yard (west)	4.5 m	7.92 m
Side Yard (east)	0.0 m	41.59 m
Rear Yard	0.0 m	153.96 m
Other Regulations		
Minimum Parking Requirements	383	391
Bicycle Parking	2	2

5.0 Current Development Policies**5.1 Kelowna Official Community Plan (OCP)****Development Process****Comprehensive Development Permit Area Objectives.¹**

- Convey a strong sense of authenticity through urban design that is distinctive for Kelowna;

¹ City of Kelowna Official Community Plan, Chapter 14 A. Comprehensive Development Permit Area.

- Promote a high urban design standard and quality of construction for future development that is coordinated with existing structures;
- Integrate new development with existing site conditions and preserve the character amenities of the surrounding area;
- Promote interesting, pedestrian friendly streetscape design and pedestrian linkages;
- Provide for a scale and massing of commercial buildings that promotes a safe, enjoyable living, pedestrian, working, shopping and service experience;
- Incorporate architectural features and detailing of buildings and landscapes that define an area's character; and
- Promote alternative transportation with enhanced streetscapes and multimodal linkages.

6.0 Technical Comments

6.1 Building & Permitting Department

1. Development Cost Charges (DCC's) are required to be paid prior to issuance of any Building Permit(s).
2. Placement permits are required for any sales or construction trailers that will be on site. The location(s) of these are to be shown at time of development permit application.
3. HPO (Home Protection Office) approval or release is required at time of Building Permit application.
4. A Hoarding permit is required and protection of the public from the staging area and the new building area during construction.
5. A Building Code analysis is required for the structure at time of building permit. applications, but the following items may affect the form and character of the building(s):
 - i. Any alternative solution must be accepted by the Chief Building Inspector prior to the release of the Building Permit.
 - ii. Location, Heights, Colors of mechanical systems and the required screening are to be determined at time of DP
 - iii. Any security system that limits access to exiting needs to be addressed in the code analysis by the architect.
 - iv. Hard surface exit paths should be defined as part of the Development Permit from the exit stairwells.
 - v. Access to the roofs are required per NFPA and guard rails may be required and should be reflected in the plans if required.
6. A Geotechnical report is required to address the sub soil conditions and site drainage at time of building permit application. Minimum building elevations are required to be established prior to the release of the Development Permit. If a soil removal or deposit permit is required, this must be provided at time of Development Permit application.
7. We strongly recommend that the developer have his professional consultants review and prepare solutions for potential impact of this development on adjacent properties. Any damage to adjacent properties is a civil action which does not involve the city directly. The items of potential damage claims by adjacent properties are items like settlement of foundations (preload), damage to the structure during construction, undermining & underpinning of

existing foundation, additional snow drift on neighbour roofs, excessive noise from mechanical units, vibration damage during foundation preparation work, water infiltration systems, etc.

8. Full Plan check for Building Code related issues will be done at time of Building Permit applications. Please indicate how the requirements of Radon mitigation and NAFS are being applied to this complex at time of permit application.

7.0 Application Chronology

Date of Application Received: November 11, 2018

Report prepared by: Arlene Janousek, Planner

Approved for Inclusion: Terry Barton, Development Planning Department Manager

Attachments:

Attachment A: Comprehensive Development Permit Area Design Guidelines Checklist

Attachment B: Draft Development Permit No. DP19-0081

Schedule A: Site Plan

Schedule B: Conceptual Elevations & Materials

Schedule C: Landscape Plan

Conceptual Renderings

DEVELOPMENT PERMIT GUIDELINES

Comprehensive Development Permit Area

Consideration has been given to the following guidelines as identified in Section 14.A. of the City of Kelowna Official Community Plan relating to Comprehensive Development Permit Areas:

COMPREHENSIVE DEVELOPMENT PERMIT AREA	YES	NO	N/A
Authenticity and Regional Expression			
Do landscaping and building form convey a character that is distinct to Kelowna and the Central Okanagan?		✓	
Are materials in keeping with the character of the region?	✓		
Are colours used common in the region's natural landscape?	✓		
Does the design provide for a transition between the indoors and outdoors?	✓		
Context			
Does the proposal maintain the established or envisioned architectural character of the neighbourhood?	✓		
Does interim development consider neighbouring properties designated for more intensive development?			✓
Are façade treatments facing residential areas attractive and context sensitive?			✓
Are architectural elements aligned from one building to the next?			✓
For exterior changes, is the original character of the building respected and enhanced?			✓
Is the design unique without visually dominating neighbouring buildings?	✓		
For developments with multiple buildings, is there a sense of architectural unity and cohesiveness?			✓
Relationship to the Street			
Do buildings create the desired streetscape rhythm?	✓		
Are parkade entrances located at grade?			✓
For buildings with multiple street frontages, is equal emphasis given to each frontage?		✓	
Massing and Height			
Does the design mitigate the actual and perceived mass of buildings?	✓		
Does the height consider shading and view impacts for neighbouring properties and transition to less intensive areas?			✓
Human Scale			
Are architectural elements scaled for pedestrians?	✓		
Are façades articulated with indentations and projections?	✓		

COMPREHENSIVE DEVELOPMENT PERMIT AREA	YES	NO	N/A
Are top, middle and bottom building elements distinguished?			✓
Do proposed buildings have an identifiable base, middle and top?			✓
Are building facades designed with a balance of vertical and horizontal proportions?	✓		
Are horizontal glazed areas divided into vertically proportioned windows separated by mullions or building structures?	✓		
Does the design incorporate roof overhangs and the use of awnings, louvers, canopies and other window screening techniques?	✓		
Is the visual impact of enclosed elevator shafts reduced through architectural treatments?			✓
Exterior Elevations and Materials			
Are buildings finished with materials that are natural, local, durable and appropriate to the character of the development?	✓		
Are entrances visually prominent, accessible and recognizable?	✓		
Are higher quality materials continued around building corners or edges that are visible to the public?	✓		
Are a variety of materials used to create contrast, enhance the pedestrian environment and reduce the apparent mass of a building?	✓		
Are elements other than colour used as the dominant feature of a building?	✓		
Public and Private Open Space			
Does public open space promote interaction and movement through the site?	✓		
Are public and private open spaces oriented to take advantage of and protect from the elements?		✓	
Is there an appropriate transition between public and private open spaces?	✓		
Are amenities such as benches, garbage receptacles, bicycle stands and community notice boards included on site?	✓		
Site Access			
Is the safe and convenient movement of pedestrians prioritized?	✓		
Are alternative and active modes of transportation supported through the site design?	✓		
Are identifiable and well-lit pathways provided to front entrances?	✓		
Do paved surfaces provide visual interest?	✓		
Is parking located behind or inside buildings, or below grade?		✓	
Are large expanses of parking separated by landscaping or buildings?	✓		
Are vehicle and service accesses from lower order roads or lanes?		✓	

COMPREHENSIVE DEVELOPMENT PERMIT AREA	YES	NO	N/A
Do vehicle and service accesses have minimal impact on the streetscape and public views?	✓		
Is visible and secure bicycle parking provided in new parking structures and parking lots?	✓		
Environmental Design and Green Building			
Does the proposal consider solar gain and exposure?		✓	
Are green walls or shade trees incorporated in the design?	✓		
Does the site layout minimize stormwater runoff?		✓	
Are sustainable construction methods and materials used in the project?		✓	
Are green building strategies incorporated into the design?	✓		
Decks, Balconies, Rooftops and Common Outdoor Amenity Space			
Are decks, balconies or common outdoor amenity spaces provided?	✓		
Does hard and soft landscaping enhance the usability of decks, balconies and outdoor amenity spaces?	✓		
Are large flat expanses of roof enhanced with texture, colour or landscaping where they are visible from above or adjacent properties?			✓
Amenities, Ancillary Services and Utilities			
Are loading, garage, storage, utility and other ancillary services located away from public view?	✓		
Are vents, mechanical rooms / equipment and elevator penthouses integrated with the roof or screened with finishes compatible with the building's design?	✓		
Landscape Development and Irrigation Water Conservation			
Does landscaping:	-	-	-
• Compliment and soften the building's architectural features and mitigate undesirable elements?	✓		
• Maintain the dominant pattern of landscaping along the street and surrounding properties?	✓		
• Enhance the pedestrian environment and the sense of personal safety?	✓		
• Screen parking areas, mechanical functions, and garbage and recycling areas?	✓		
• Respect required sightlines from roadways and enhance public views?	✓		
• Retain existing healthy mature trees and vegetation?	✓		
• Use native plants that are drought tolerant?	✓		
• Define distinct private outdoor space for all ground-level dwellings?			✓
Do any fences and retaining walls create visual interest and enhance the pedestrian environment?			✓

COMPREHENSIVE DEVELOPMENT PERMIT AREA	YES	NO	N/A
Do parking lots have one shade tree per four parking stalls?	✓		
Does the Landscape Architect's Landscape Water Conservation Report:	-	-	-
<ul style="list-style-type: none"> Meet the requirements for Landscape Water Budget calculations for the landscaped area? 	✓		
<ul style="list-style-type: none"> Indicate how the development complies with or varies from the Landscape Water Conservation Guidelines? 	✓		
<i>Landscape Water Conservation Guidelines</i>			
Are plants grouped into "hydro-zones" of high, medium and low or unirrigated / unwatered areas?		✓	
Does at least 25% of the total landscaped area require no irrigation / watering?		✓	
Does at least 25% of the total landscaped area require low water use?		✓	
Does at most 50% of the total landscaped area require medium or high water use?		✓	
Is mulch cover provided for shrubs and groundcover to reduce soil evaporation?	✓		
Do water features such as pools and fountains use recirculated water systems?			✓
Do landscape installation standards meet the requirements of the BC Landscape Standard and / or the Master Municipal Construction Document?	✓		
Are the required written declarations signed by a qualified Landscape Architect?	✓		
<i>Irrigation System Guidelines</i>			
Is the Irrigation Plan prepared by a Qualified Professional?	✓		
Are irrigation circuits grouped into "hydro-zones" of high, medium and low or unirrigated / unwatered areas consistent with the landscaping plan?		✓	
Is drip or low volume irrigation used?	✓		
Are the required written declarations signed by a qualified Certified Irrigation Designer?		✓	
Crime prevention			
Are CPTED practices as related to landscaping, siting, form and exterior design included in the design?	✓		
Are building materials vandalism resistant?		✓	
Universal Accessible Design			
Is access for persons with disabilities integrated into the overall site plan and clearly visible from the principal entrance?	✓		
Are the site layout, services and amenities easy to understand and navigate?	✓		
Signs			
Do signs contribute to the overall quality and character of the development?	✓		

COMPREHENSIVE DEVELOPMENT PERMIT AREA	YES	NO	N/A
Is signage design consistent with the appearance and scale of the building?	✓		
Are signs located and scaled to be easily read by pedestrians?	✓		
For culturally significant buildings, is the signage inspired by historical influences?			✓
Lighting			
Does lighting enhance public safety?	✓		
Is "light trespass" onto adjacent residential areas minimized?			✓
Does lighting consider the effect on the façade, neighbouring buildings and open spaces?	✓		
Is suitably scaled pedestrian lighting provided?	✓		
Does exterior street lighting follow the International Dark Sky Model to limit light pollution?			✓

Development Permit DP19-0081

ATTACHMENT B

This forms part of application

DP19-0081

Planner
Initials

AJ

City of
Kelowna
COMMUNITY PLANNING



This permit relates to land in the City of Kelowna municipally known as

1655 Leckie Road

and legally known as

Lot A District Lots 125 and 532 ODYD Plan EPP51237

and permits the land to be used for the following development:

Food Primary Establishment

The present owner and any subsequent owner of the above described land must comply with any attached terms and conditions.

Date of Council Decision:

Decision By:

Council

Development Permit Area:

Comprehensive Development Permit Area

This permit will not be valid if development has not commenced within two (2) years of permit approval.

Existing Zone: C10

Future Land Use Designation: MXR, SC

This is NOT a Building Permit.

In addition to your Development Permit, a Building Permit may be required prior to any work commencing. For further information, contact the City of Kelowna, Development Services Branch.

NOTICE

This permit does not relieve the owner or the owner's authorized agent from full compliance with the requirements of any federal, provincial or other municipal legislation, or the terms and conditions of any easement, covenant, building scheme or agreement affecting the building or land.

Owner: Canadian Tire Real Estate Limited, Inc. No. A0090473

Applicant: Associated Engineering (BC) Ltd.

Terry Barton
Development Planning Department Manager

Date

1. SCOPE OF APPROVAL

This Development Permit applies to and only to those lands within the Municipality as described above, and any and all buildings, structures and other development thereon.

This Development Permit is issued subject to compliance with all of the Bylaws of the Municipality applicable thereto, except as specifically varied or supplemented by this permit, noted in the Terms and Conditions below.

The issuance of a permit limits the permit holder to be in strict compliance with regulations of the Zoning Bylaw and all other Bylaws unless specific variances have been authorized by the Development Permit. No implied variances from bylaw provisions shall be granted by virtue of drawing notations that are inconsistent with bylaw provisions and that may not have been identified as required Variances by the applicant or Municipal staff.

2. CONDITIONS OF APPROVAL

- a) The dimensions and siting of the building to be constructed on the land be in accordance with Schedule "A";
- b) The exterior design and finish of the building to be constructed on the land be in accordance with Schedule "B";
- c) Landscaping to be provided on the land be in accordance with Schedule "C"; and
- d) The applicant be required to post with the City a Landscape Performance Security deposit in the form of a "Letter of Credit" in the amount of 125% of the estimated value of the landscaping, as determined by a Registered Landscape Architect.

This Development Permit is valid for two (2) years from the date of Council approval, with no opportunity to extend.

3. PERFORMANCE SECURITY

As a condition of the issuance of this Permit, Council is holding the security set out below to ensure that development is carried out in accordance with the terms and conditions of this Permit. Should any interest be earned upon the security, it shall accrue to the Developer and be paid to the Developer or his or her designate if the security is returned. The condition of the posting of the security is that should the Developer fail to carry out the development hereby authorized, according to the terms and conditions of this Permit within the time provided, the Municipality may use enter into an agreement with the property owner of the day to have the work carried out, and any surplus shall be paid over to the property own of the day. Should the Developer carry out the development permitted by this Permit within the time set out above, the security shall be returned to the Developer or his or her designate. There is filed accordingly:

- a) An Irrevocable Letter of Credit or certified cheque in the amount of **\$43,123.13**

Before any bond or security required under this Permit is reduced or released, the Developer will provide the City with a statutory declaration certifying that all labour, material, workers' compensation and other taxes and costs have been paid.

4. INDEMNIFICATION

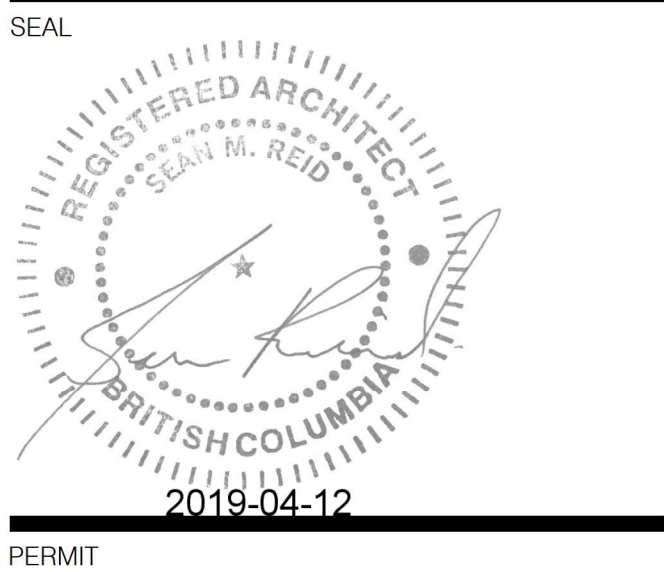
Upon commencement of the works authorized by this Permit the Developer covenants and agrees to save harmless and effectually indemnify the Municipality against:

- a) All actions and proceedings, costs, damages, expenses, claims, and demands whatsoever and by whomsoever brought, by reason of the Municipality said Permit.

All costs, expenses, claims that may be incurred by the Municipality where the construction, engineering or other types of works as called for by the Permit results in damages to any property owned in whole or in part by the Municipality or which the Municipality by duty or custom is obliged, directly or indirectly in any way or to any degree, to construct, repair, or maintain.

**The PERMIT HOLDER is the CURRENT LAND OWNER.
Security shall ONLY be returned to the signatory of the
Landscape Agreement or their designates.**

NO.	ISSUED FOR	DATE
1	CLIENT REVIEW	18/10/29
2	DEVELOPMENT PERMIT	18/11/16
3	RE-ISSUED FOR DP	18/04/10



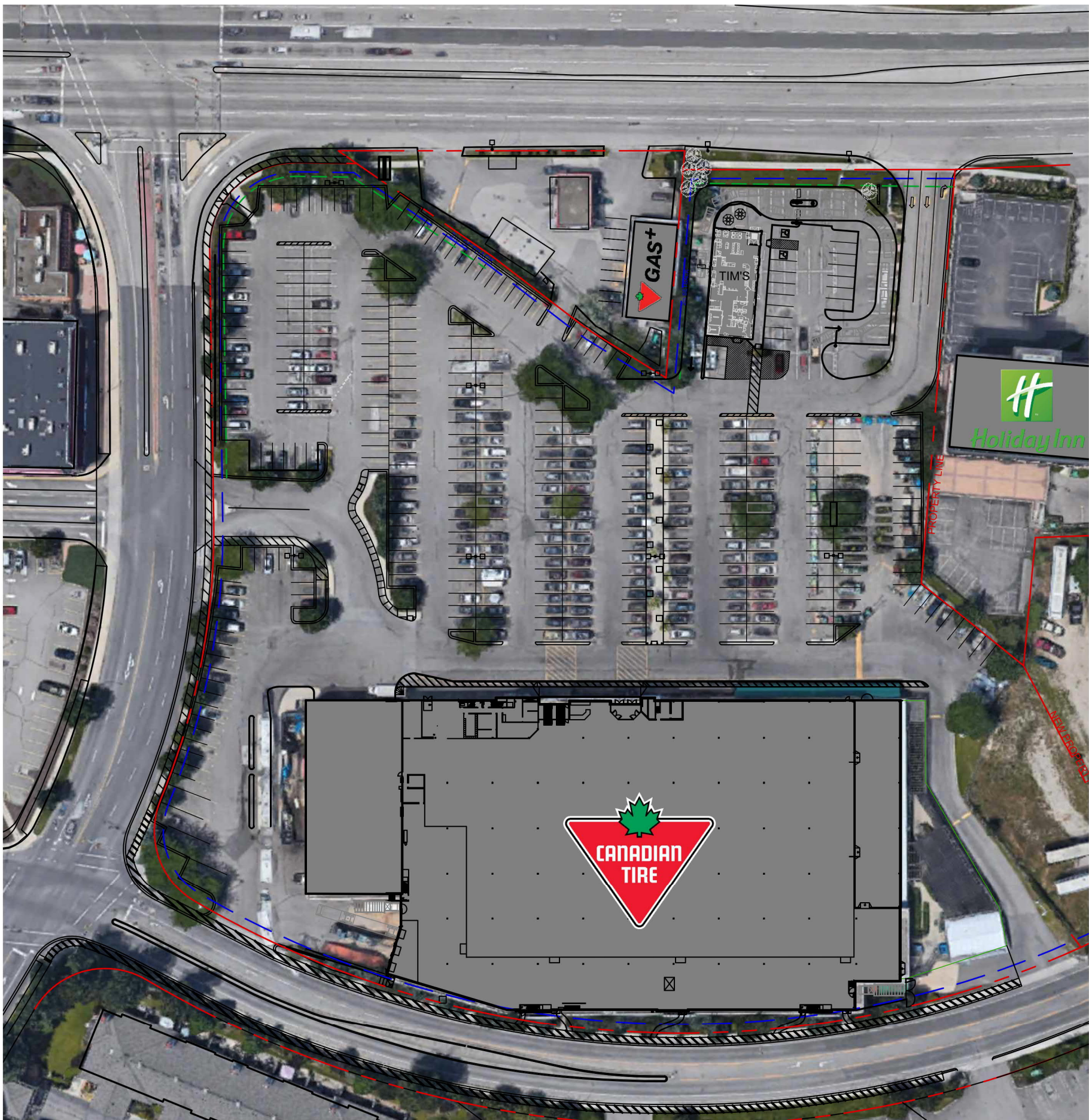
CONSULTANT

neoteric
● **architecture**

Suite #101, 224 - 11th Avenue SW Calgary, AB T2R 0C3
www.neoarch.ca P. 403.984.2882
info@neoarch.ca F. 403.452.2822

SITE PLAN

DATE	SCALE
APRIL 2019	AS SHOWN
PROJECT NO.	SHEET NO.
18-196	A1.0
DRAWN BY	
RR/BC	



2 OVERALL SITE PLAN
A1.0 SCALE: 1:1000

DATA SUMMARY			
SITE INFORMATION:			
ZONE	C10	MUNICIPAL SITE ADDRESS:	
SITE AREA	7.8 ACRES	1655 LECKIE RD, KELOWNA, BC V1X 6E4	
SITE COVERAGE	27%	PARKING REQUIREMENTS:	
F.A.R.	N/A	MIN 4.4 PER 100m ² OF GROSS LEASABLE AREA 378 STALLS	
MAX. BUILDING HEIGHT	12m or 3 STOREYS	CRU-A	
BUILDING INFORMATION:		DRIVE THROUGH (2.5 PER 100m ²) MIN 5 005 STALLS	
CANADIAN TIRE	IMPERIAL (sq.ft.) 89,785.0 sq.ft.	TOTAL REQUIRED PARKING: 383 STALLS	
CRU-A	METRIC (m ²) 8,341.2 m ²	TOTAL PROPOSED PARKING: 391 STALLS	
TOTAL GROUND FLOOR AREA	92,480 sq.ft. 8,591.6 m ²		

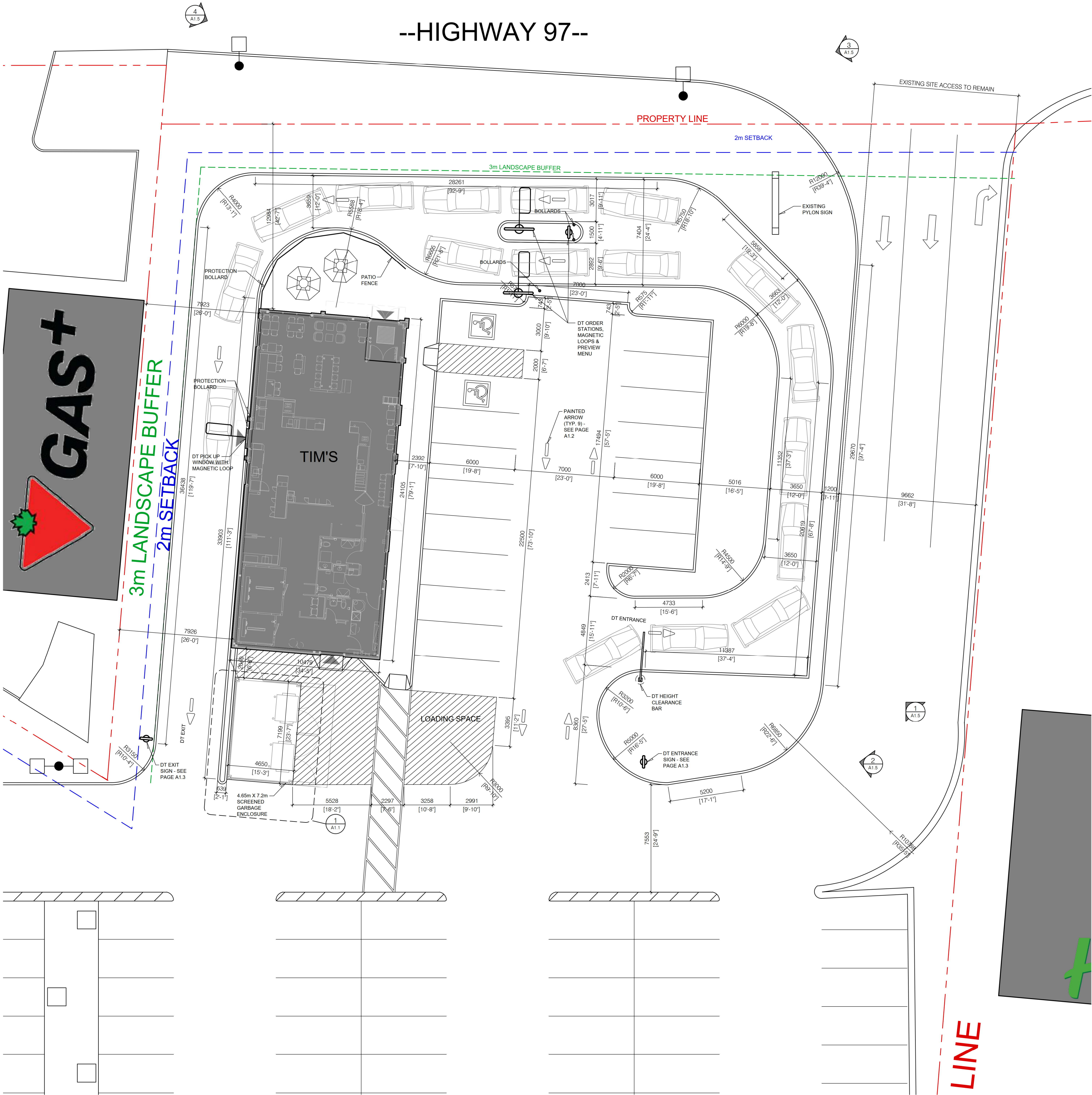
SCHEDULE A

This forms part of application
DP19-0018

Planner
Initials AJ

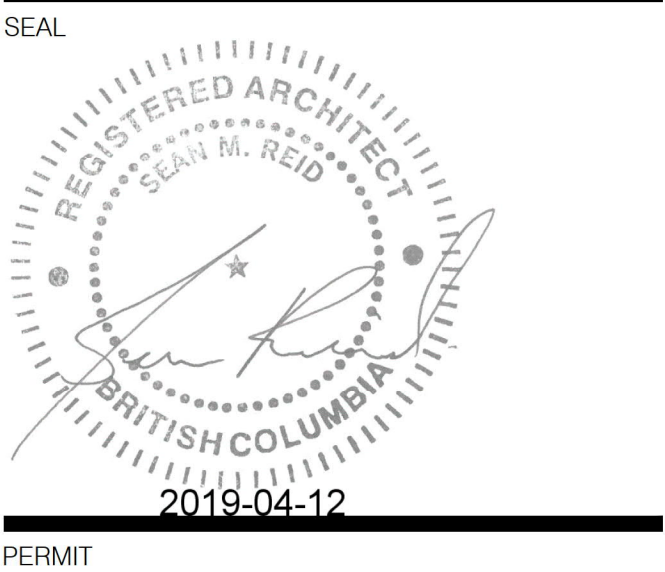


--HIGHWAY 97--



1 ENLARGED SITE PLAN
A1.0 SCALE: 1:150

NO.	ISSUED FOR	DATE
1	CLIENT REVIEW	18/10/29
2	DEVELOPMENT PERMIT	18/11/16
3	RE-ISSUED FOR DP	18/04/10



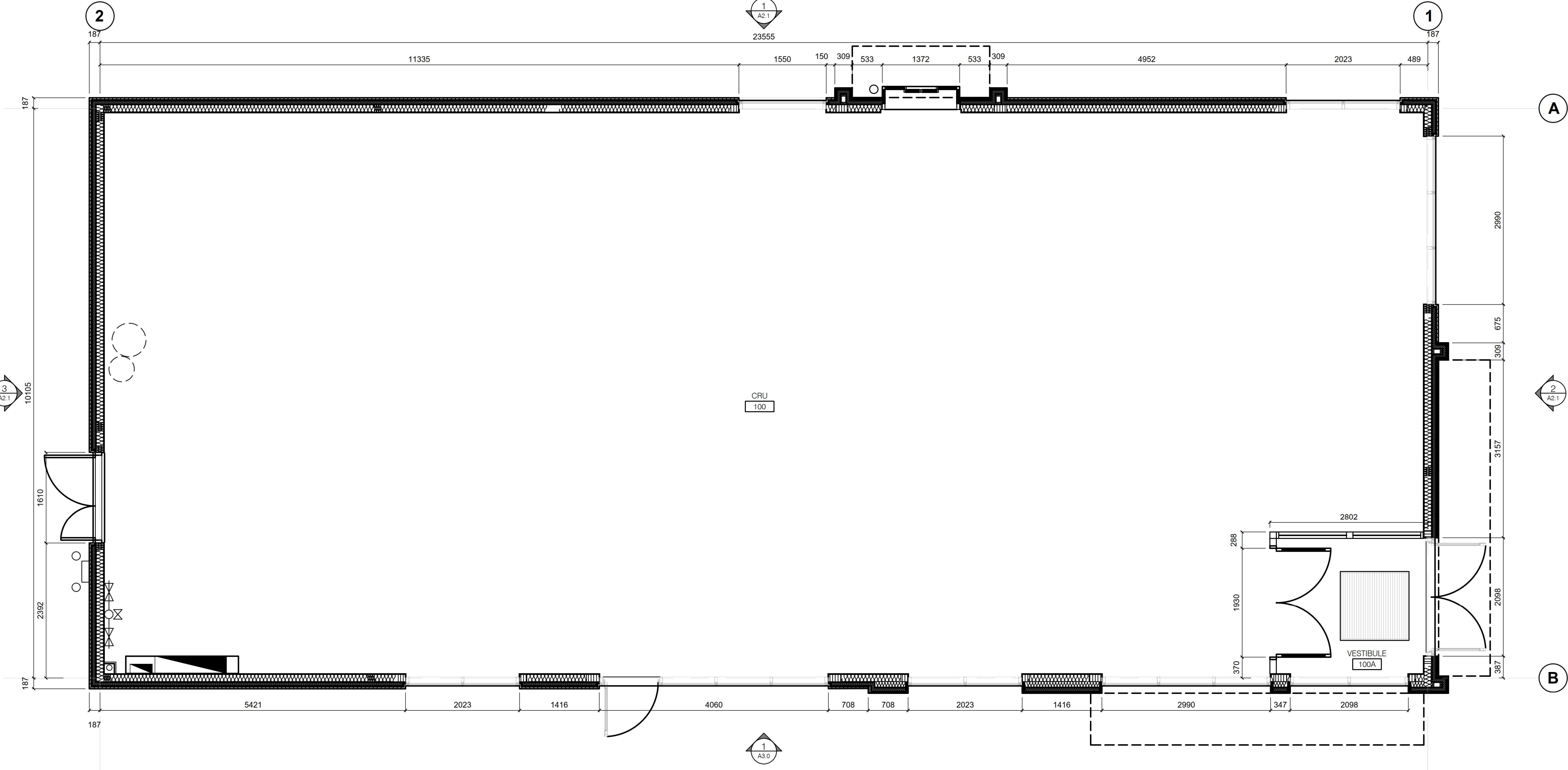
CONSULTANT

neoteric
● **architecture**

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FLOOR PLAN
AND
COLOUR ELEVATION

DATE APRIL 2019	SCALE AS SHOWN
PROJECT NO. 18-196	SHEET NO. A2.0
DRAWN BY RR/BC	



2 FLOOR PLAN
SCALE: 1:50

SCHEDULE B

This forms part of application
DP19-0018

Planner
Initials
AJ

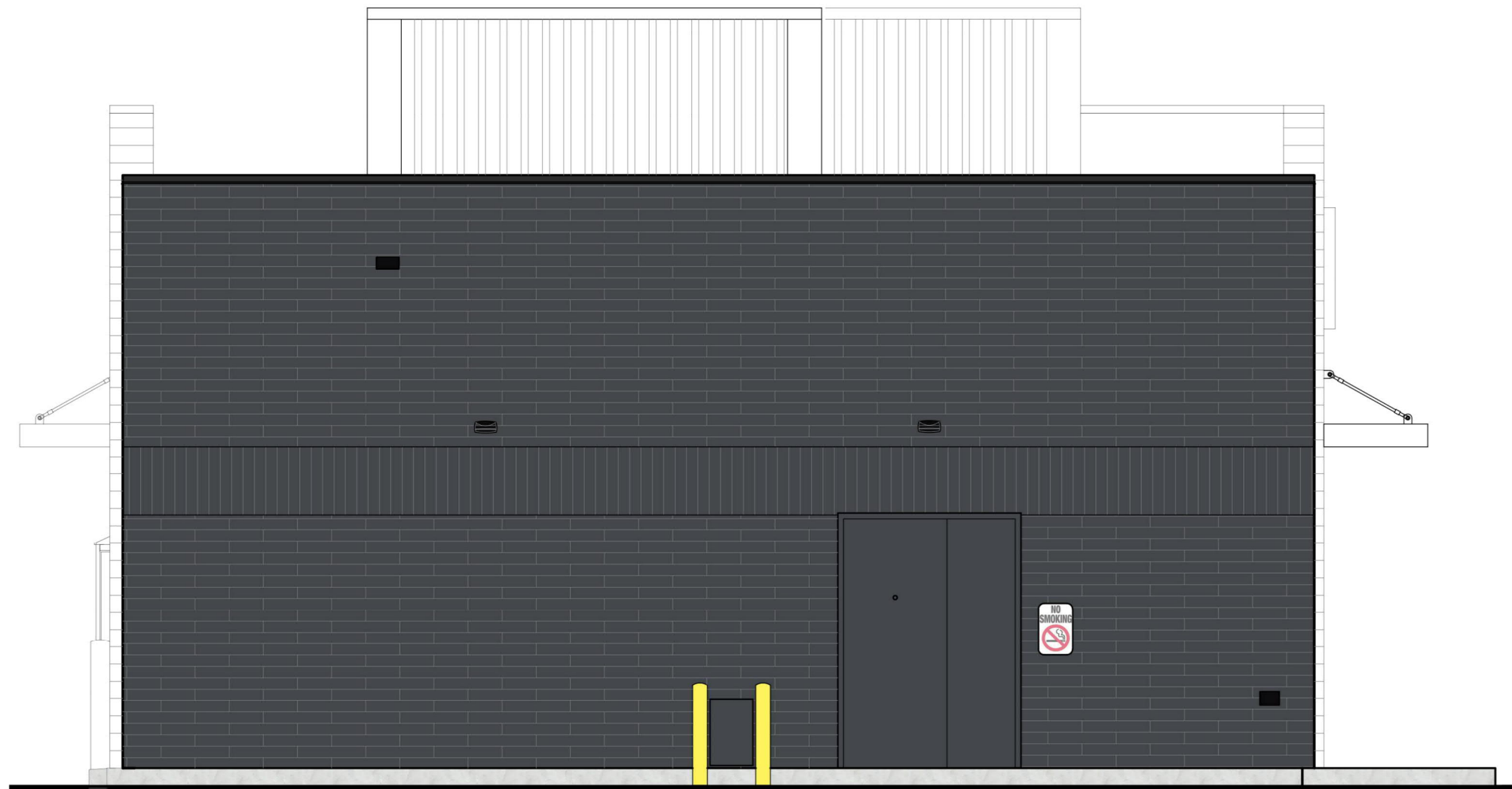


1 SIDE ELEVATION (COLOUR)
SCALE: 1:50

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2 FRONT ELEVATION (COLOURED)
A2.1 SCALE: 1:50



3 REAR ELEVATION (COLOURED)
A2.1 SCALE: 1:50

SCHEDULE

B

This forms part of application

DP19-0018

Planner Initials

AJ

City of Kelowna

COMMUNITY PLANNING

NO.	ISSUED FOR	DATE
1	CLIENT REVIEW	18/10/29
2	DEVELOPMENT PERMIT	18/11/16
3	RE-ISSUED FOR DP	18/04/10

SEAL

REGISTERED ARCHITECT

SEAN M. REID

BRITISH COLUMBIA

2019-04-12

PERMIT

CONSULTANT

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• architecture

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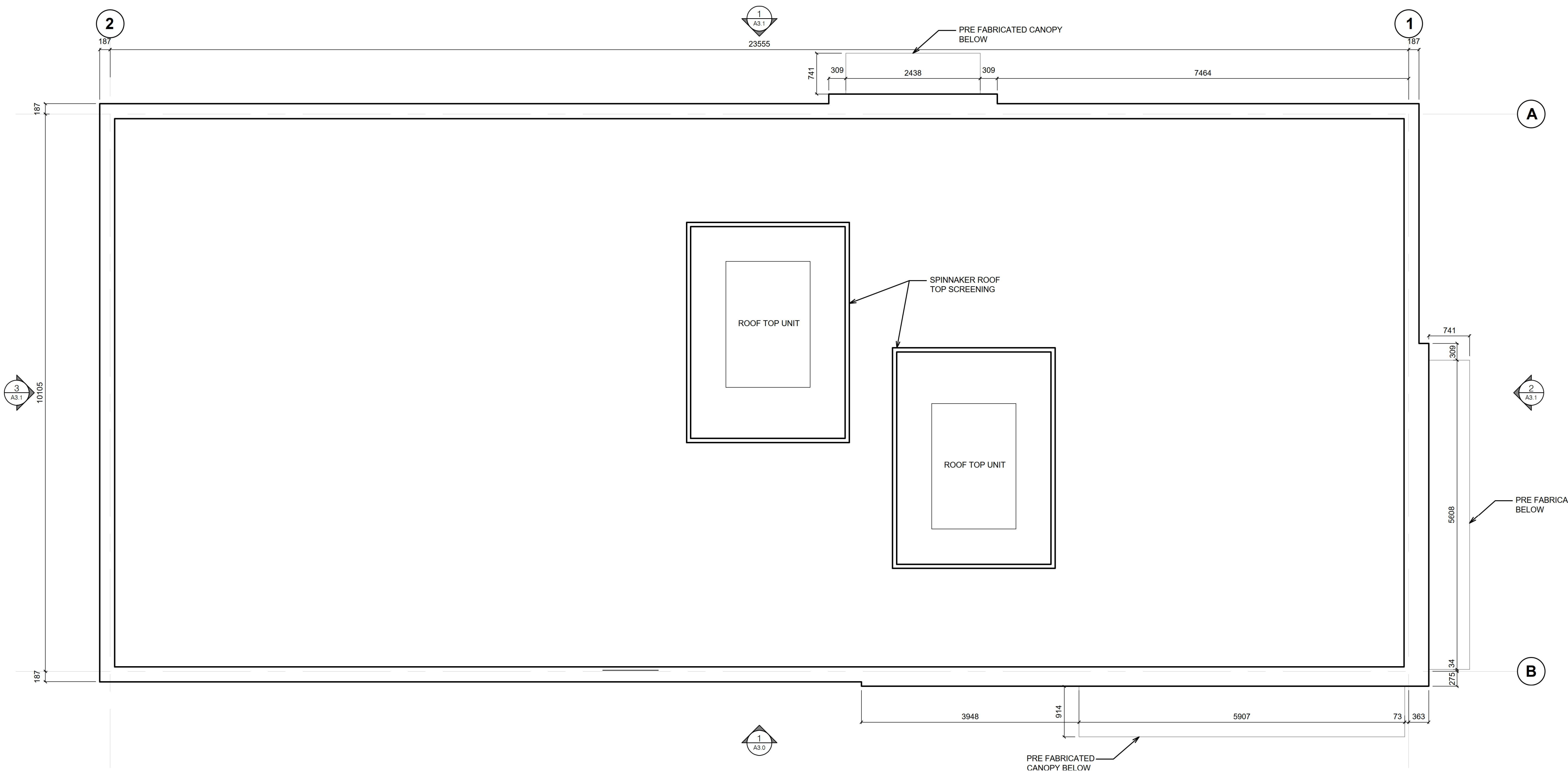
COLOURED
ELEVATIONS

1 D/T ELEVATION (COLOURED)
A2.1 SCALE: 1:50

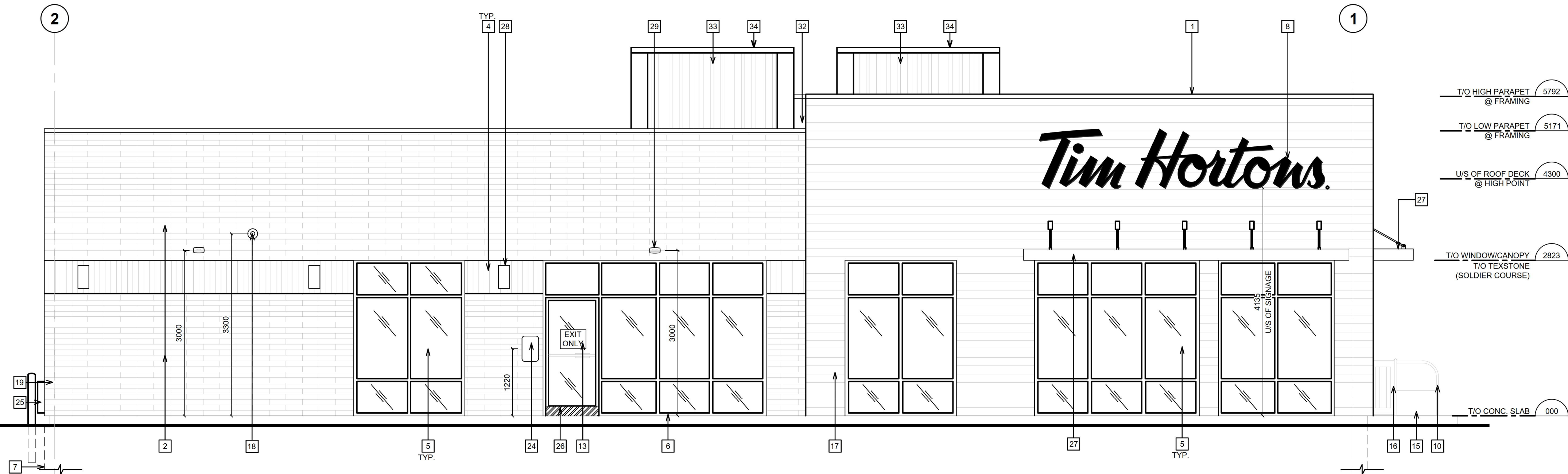


DATE	SCALE
APRIL 2019	AS SHOWN
PROJECT NO.	SHEET NO.
18-196	A2.1
DRAWN BY	
RR/BC	

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2 ROOF PLAN
A3.0 SCALE: 1:50



1 SIDE ELEVATION
A3.0 SCALE: 1:50

SCHEDULE

This forms part of application

DP19-0018

Planner Initials

AJ

City of Kelowna

COMMUNITY PLANNING

EXTERIOR FINISH SCHEDULE		
PRODUCT	MANUF.	TYPE AND COLOUR
PREFINISHED METAL FLASHING	FIRESTONE	FLASHING AT FIBER REINFORCED SIDING PARAPET: COLOUR: 'SIERRA TAN'. FLASHING AT BRICK PARAPETS: COLOUR: 'CHARCOAL GRAY'. FLASHING AT FOUNDATION: COLOUR: BLACK ANODIZED. ALL FLASHING AT WINDOWS IS TO BE BLACK ANODIZED.
ANODIZED ALUMINUM (WINDOW FRAMES, DOOR FRAMES, VESTIBULE FRAMES & DOORS, EXIT ONLY DOORS)	ALUMICOR LIMITED	ALUMINUM FINISH (CLASS 1, 7 MILS MIN.) ALUMINUM BLACK ANODIZED BY ALUMICOR. CAULKING BETWEEN WINDOW FRAMES & DOOR FRAMES & EXTERIOR CLADDING COLOUR TO MATCH WINDOW FRAMES (TREMCO DYNOMAC).
ANODIZED ALUMINUM (EXTERIOR STOREFRONT)	ALUMICOR LIMITED	7700 THERMAPORTE THERMALLY BROKEN DOOR SYSTEM (700A WIDE STYLE WITH NO MID RAIL) COLOUR: FINISH TO BE PANTONE: 1960 RED. HINGES AND DOOR FILL PUSH TO BE BLACK.
ANODIZED ALUMINUM (DRIVE THRU WINDOW)	NABCO OR HORTON AUTOMATICS	NABCO CONVENIENCE WINDOW QT1556 OR HORTON AUTOMATICS SERIES 8200TSX COLOUR: 'CHARE RED' (WINDOW) & BLACK ANODIZED (TOP & BOTTOM) PANEL) - (CLASS 1, 7 MILS MINIMUM ALUMINUM).
PORCELAIN TILE	STONEPEAK	ASTOR 600mm X 1200mm, COLOUR: VENUS, FINISH: HONED (G.C. TO CONFIRM SIZE SHOWN ON ELEVATIONS PRIOR TO INSTALLATION, GROUT 6mm, GROUT COLOUR: 'CHARCOAL' (SUPPLIED WITH MAPS INSTALLATION SYSTEM AS PER TTMAC DETAIL 301M). G.C. TO PROVIDE INSTALL. RAMONDI (RAI-FX) 8mm LTAT500 ANCHORS (2 PER TILE MIN.), DISTRIBUTED BY SAVARIA CANADA. NOTE: G.C. TO PRICE ALTERNATE: STONEPEAK PARKLAND COLLECTION SHENDOWAY (600mm X 1200mm).
FIBER REINFORCED SIDING (STAGGERED PLANKS)	TRU-GRAIN	6" FLAT SIDING PROFILE, PRE-FINISHED '1151 BURMA C-8Y', RESYSTA FVO C-88, G.C. TO TOUCH UP IN FIELD. FLANNERY ALUMINUM OUTSIDE/INSIDE CORNER PIECES TO BE PRIMED & PAINTED IN FIELD BY G.C. COLOUR: SHERWIN WILLIAMS SWW6102 PORTOBELLO.
TEXTONE (TIMSTONE)	SHOULDICE	TIMSTONE
PAINT - BOLLARDS	SHERWIN WILLIAMS	COLOUR: #SW 6903 'CHEERFUL'.
BLACK TURNBUCKLE CANOPIES	ALLEN INDUSTRIES	BLACK TURNBUCKLE CANOPIES.
WALLPACKS	SHERWIN WILLIAMS	VARIES - PAINTED TO MATCH ADJACENT FINISH.

- ### EXTERIOR ELEVATION NOTES

 - PREFINISHED METAL FLASHING. REFER TO EXTERIOR FINISH SCHEDULE.
 - TEXTSTONE (TIMSTONE). REFER TO EXTERIOR FINISH SCHEDULE.
 - FIBER REINFORCED SIDING. REFER TO EXTERIOR FINISH SCHEDULE.
 - SOLDIER COURSE VERTICAL TEXTSTONE (TIMSTONE). REFER TO EXTERIOR SCHEDULE.
 - ANODIZED ALUMINUM FRAMES. REFER TO WINDOW SCHEDULE.
 - EXPOSED FOUNDATION TO BE PARGED & FREE OF IMPERFECTIONS.
 - POURED CONCRETE PILE FOUNDATION. REFER TO STRUCTURAL DRAWINGS.
 - 1067mm (42") HIGH ILLUMINATED SIGN MOUNTED ON EQUITONE/ TRU-GRAIN SIDING. CONFIRM WITH PROJECT DESIGNER FOR SIZE AND SIGN PACKAGE. REFER TO ELECTRICAL DRAWINGS. G.C. TO ENSURE TO PROVIDE ADEQUATE WOOD BLOCKING/BACKING FOR SIGNAGE SUPPORT (COORDINATE WITH SIGN MANUFACTURER). G.C. TO COORDINATE TO USE VHM DRILL IT WHILE DRILLING FOR ELECTRICAL FEED LINES AND SIGNAGE FASTENERS (AT LOCATIONS OF EQUITONE TEXTONE PANELS) AND HOLES HAVE TO BE DRILLED LARGER THAN FASTENERS.
 - NA
 - METAL PIPE RAILING.
 - 150mm DIA. METAL BOLLARD FILL W/ CONCRETE C/W BOLLARD COVER.
 - DRIVE-THRU WINDOW WITH INSULATED PANEL. REFER TO DRIVE-THRU WINDOW SCHEDULE ON SHEET.
 - EXIT ONLY DECAL BY TDL GROUP CORP. SUPPLIED BY TDL AND INSTALLED BY G.C.
 - OVERFLOW SCUPPER.
 - CONCRETE SIDEWALK (BY OTHERS). REFER TO SITE PLAN.
 - EXTERIOR RECYCLING UNIT SUPPLIED BY TDL GROUP CORP. & INSTALLED BY G.C.
 - G.C. TP PROVIDE AND INSTALL PORCELAIN TILE. PORCELAIN TILE TO BE MECHANICALLY FASTENED TO WALL AS PER TTMAC DETAIL 301M). REFER TO EXTERIOR FINISHES SCHEDULE FOR COLOUR AND TYPE
 - HWT CONCENTRIC VENT TO BE INSTALLED PRIOR TO SIDING.
 - LOCATION OF GAS METER.
 - ANODIZED ALUMINUM (EXTERIOR STOREFRONT SWING DOORS). REFER TO EXTERIOR FINISH SCHEDULE FOR PAINT FINISH.
 - LOCATION OF REMOTE SUCTION FOR GREASE INTERCEPTOR.
 - BARRIER FREE DOOR OPERATOR SWITCH LOCATION. REFER TO ELECTRICAL DRAWINGS. COORDINATE LOCATION OF AUTOMATIC DOOR OPERATORS WITH SITE PLAN AND TDL GROUP CORP.
 - CAMP BOX.
 - PROVIDE AND INSTALL THREE (3) "NO SMOKING WITHIN 7.5M" SIGNAGE AT ENTRIES/EXITS. CONFIRM SIZE, COLOUR & REQUIREMENTS AS PER SPECIFIC LOCAL CODES AND BYLAWS.
 - 150mm METAL BOLLARD FILLED W/ CONCRETE.
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 - TPD ROOF MEMBRANE ON BACK OF PARAPET WALLS.
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 - G.C. TO PROVIDE MIN. 13mm MOVEMENT JOINT (CRITICAL) FILLED WITH FLEXIBLE SEALANT AT EVERY 2400mm - 3000mm IN BOTH DIRECTIONS AS PER TTMAC DETAIL 301M). FLEXIBLE SEALANT COLOUR TO MATCH MORTAR JOINT "CHARCOAL".

Tim Hortons
BASE BUILDING

1655 Leckie Rd Kelowna BC
Plan 3447

NO.	ISSUED FOR	DATE
1	CLIENT REVIEW	18/10/29
2	DEVELOPMENT PERMIT	18/11/16
3	RE-ISSUED FOR DP	18/04/10

SEAL

REGISTERED ARCHITECT
SEAN M. REID
BRITISH COLUMBIA
2019-04-12

PERMIT

CONSULTANT

neoteric

• architecture

Suite #101, 224 - 11th Avenue SW Calgary, AB T2R 0C3
www.neoarch.ca P. 403.984.2882
info@neoarch.ca F. 403.452.2822

ROOF PLAN
AND
SIDE ELEVATION

DATE APRIL 2019	SCALE AS SHOWN
PROJECT NO. 18-196	SHEET NO.
DRAWN BY RR/BC	A3.0

SCHEDULE B

This forms part of application
DP19-0018

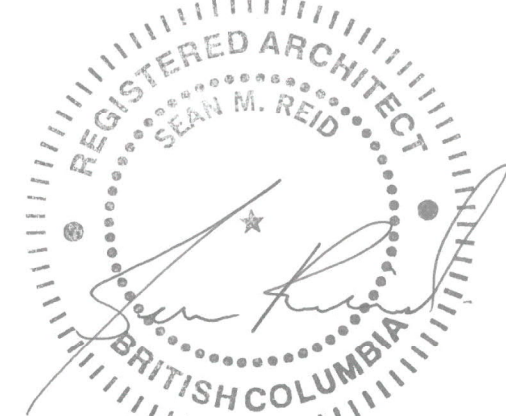
Planner
Initials AJ



City of
Kelowna
COMMUNITY PLANNING

NO.	ISSUED FOR	DATE
1	CLIENT REVIEW	18/10/29
2	DEVELOPMENT PERMIT	18/11/16
3	RE-ISSUED FOR DP	18/04/10

SEAL



PERMIT

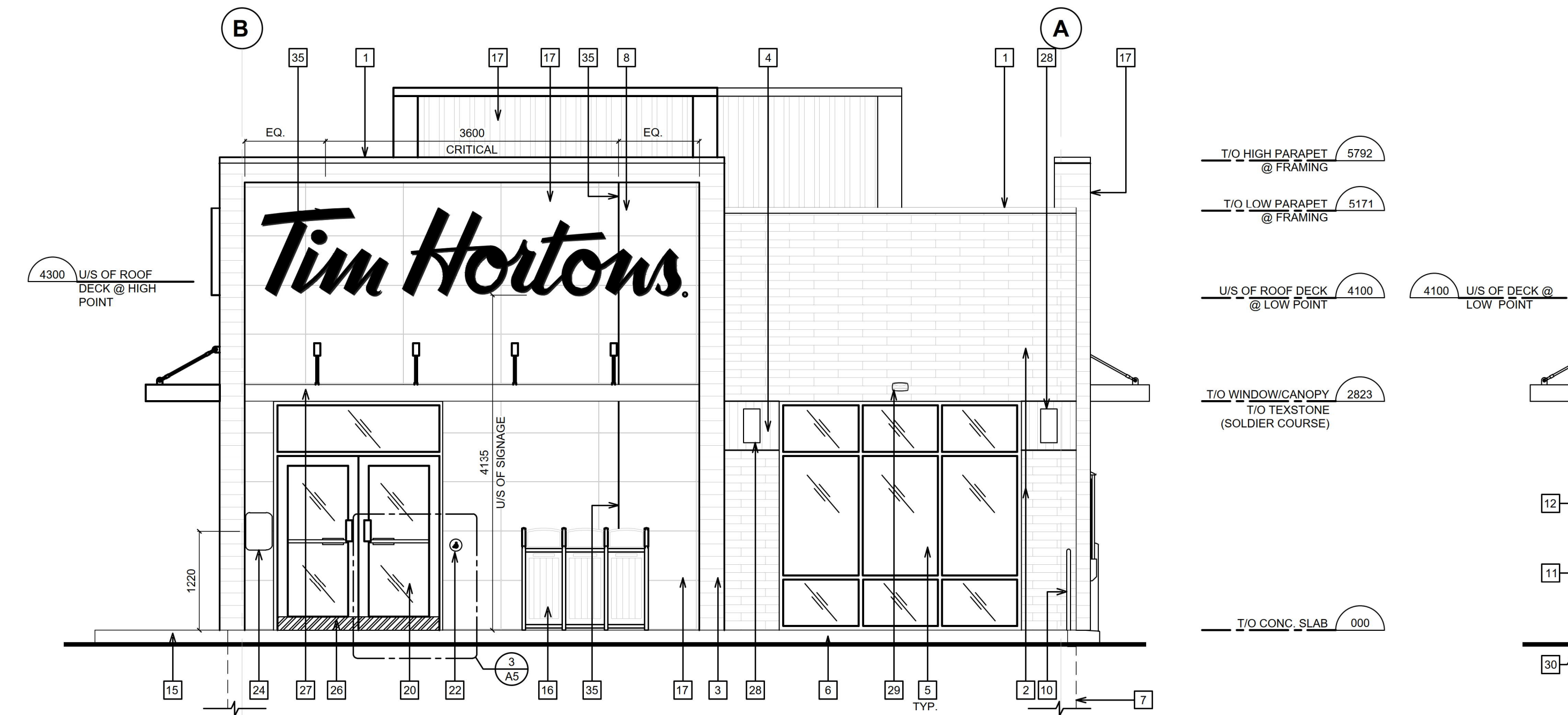
CONSULTANT

neoteric
• architecture

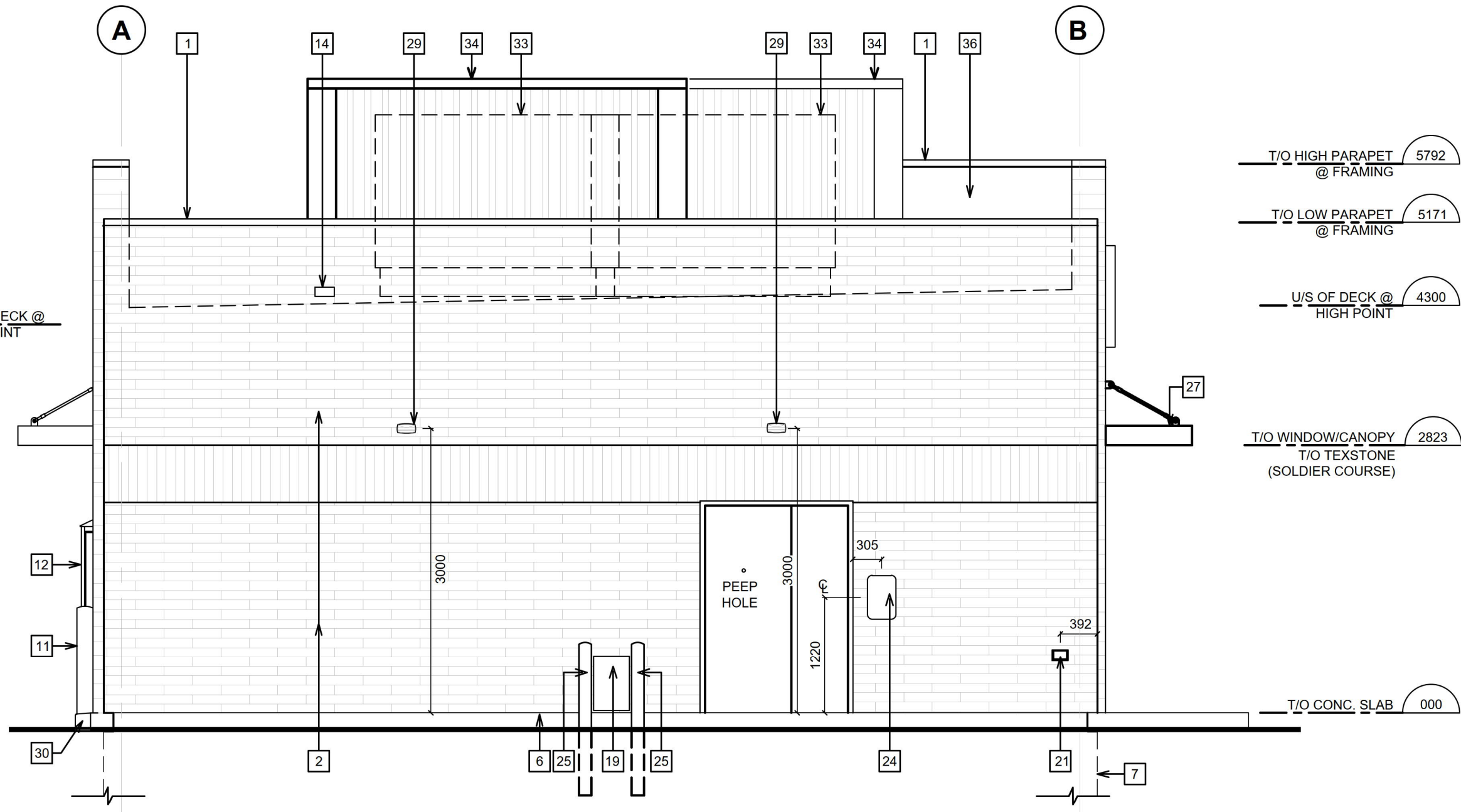
Suite #101, 224 - 11th Avenue SW Calgary, AB T2R 0C3
www.neoarch.ca P. 403.984.2882
info@neoarch.ca F. 403.452.2822

ELEVATIONS & NOTES

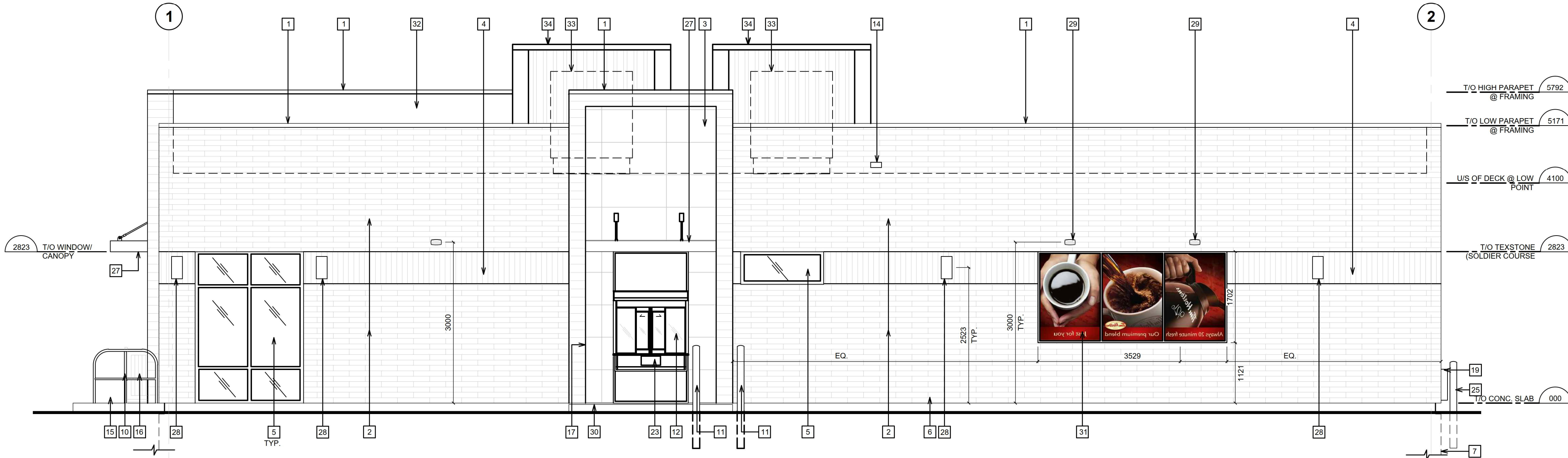
DATE APRIL 2019	SCALE AS SHOWN
PROJECT NO. 18-196	SHEET NO. A3.1
DRAWN BY RR/BC	



2 FRONT ELEVATION
A3.1 SCALE: 1:50



3 REAR ELEVATION
A3.1 SCALE: 1:50



1 D/T ELEVATION
A3.1 SCALE: 1:50

EXTERIOR FINISH SCHEDULE

PRODUCT	MANUF.	TYPE AND COLOUR
PREFINISHED METAL FLASHING	FIRESTONE	FLASHING AT FIBER REINFORCED SIDING PARAPET: COLOUR: 'SIERRA TAN'. FLASHING AT BRICK PARAPETS: COLOUR: 'CHARCOAL GRAY'. FLASHING AT FOUNDATION: COLOUR: BLACK ANODIZED. ALL FLASHING AT WINDOWS IS TO BE BLACK ANODIZED.
ANODIZED ALUMINUM (WINDOW FRAMES, DOOR FRAMES, VESTIBULE FRAMES & DOORS, EXIT ONLY DOOR)	ALUMICOR LIMITED	ALUMINUM FINISH (CLASS 1, 7 MILS MIN.) ALUMINUM BLACK ANODIZED BY ALUMICOR. CAULKING BETWEEN WINDOW FRAMES/DOOR FRAMES & EXTERIOR CLADDING COLOUR TO MATCH WINDOW FRAMES (TREMCO DYNOMIC).
ANODIZED ALUMINUM (EXTERIOR STOREFRONT)	ALUMICOR LIMITED	7700 THERMAPORTE THERMALLY BROKEN DOOR SYSTEM (1000A WIDE STYLE WITH NO MID RAIL) COLOUR: FINISH TO BE PANTONE: 196C RED, VINES AND DOOR PULL/PUSH TO BE BLACK.
ANODIZED ALUMINUM (DRIVE THRU WINDOW)	NABCO OR HORTON AUTOMATICS	NABCO CONVENIENCE WINDOW GT1505 OR HORTON AUTOMATICS SERIES 8200TSX COLOUR: 'CHARE RED' (WINDOW) & BLACK ANODIZED (TOP & BOTTOM PANEL) - (CLASS 1, 7 MILS MINIMUM ALUMINUM).
PORCELAIN TILE	STONEPEAK	ASTOR 600mm X 1200mm, COLOUR: VENUS, FINISH: HONED (G.C. TO CONFIRM SIZE SHOWN ON ELEVATIONS PRIOR TO INSTALLATION, GROUT 6mm, GROUT COLOUR: CHARCOAL (SUPPLIED WITH MAERS INSTALLATION SYSTEM AS PER TTMAC DETAIL 30104). G.C. TO PROVIDE/INSTALL RAMMONTI (RAI) F&K 8mm LT450 ANCHORS (2 PER TILE MIN.) (DISTRIBUTED BY SAVOIA CANADA). NOTE: G.C. TO PRICE ALTERNATE: STONEPEAK PARKLAND COLLECTION SHENANDOW (600mm X 1200mm).
FIBER REINFORCED SIDING (STAGGERED PLANKS)	TRU-GRAIN	4" FLAT SIDING PROFILE, PRE-FINISHED '1051 BURMA C-08' RESYSTA FVO C-08. G.C. TO TOUCH UP IN FIELD. FLANNERY ALUMINUM OUTSIDE/INSIDE CORNER PIECES TO BE PRIMED & PAINTED IN FIELD BY G.C. SHERWIN WILLIAMS SW96102 PORTOBELLO.
TEXTSTONE (TIMSTONE)	SHOULDICE	TIMSTONE
PAINT - BOLLARDS	SHERWIN WILLIAMS	COLOUR: #5W 6903 'CHEERFUL'.
BLACK TURNBUCKLE CANOPIES	ALLEN INDUSTRIES	BLACK TURNBUCKLE CANOPIES.
WALLPACKS	SHERWIN WILLIAMS	VARIES - PAINTED TO MATCH ADJACENT FINISH.

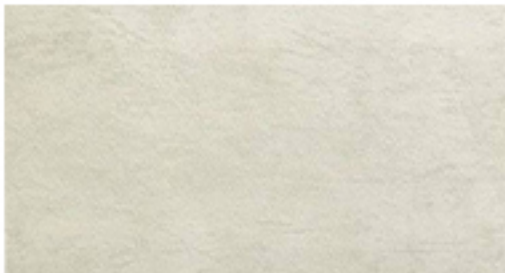
EXTERIOR ELEVATION NOTES

- 1 PREFINISHED METAL FLASHING. REFER TO EXTERIOR FINISH SCHEDULE.
- 2 TEXTSTONE (TIMSTONE). REFER TO EXTERIOR FINISH SCHEDULE.
- 3 FIBER REINFORCED SIDING. REFER TO EXTERIOR FINISH SCHEDULE.
- 4 SOLDIER COURSE VERTICAL TEXTSTONE (TIMSTONE). REFER TO EXTERIOR SCHEDULE.
- 5 ANODIZED ALUMINUM FRAMES. REFER TO WINDOW SCHEDULE.
- 6 EXPOSED FOUNDATION TO BE PARGED & FREE OF IMPERFECTIONS.
- 7 POURED CONCRETE PILE FOUNDATION. REFER TO STRUCTURAL DRAWINGS.
- 8 1507mm (4'7") HIGH ILLUMINATED SIGN MOUNTED ON EQUITONE/ TRU-GRAIN SIDING. CONFIRM WITH PROJECT DESIGNER FOR SIZE AND SIGN PACKAGE. REFER TO ELECTRICAL DRAWINGS. G.C. TO ENSURE TO PROVIDE ASSOCIATE WOOD BLOCKING/BACKING FOR SIGNAGE SUPPORT (COORDINATE WITH SIGN MANUFACTURER). G.C. TO COORDINATE TO USE VHM DRILL IT WHILE DRILLING FOR ELECTRICAL FEED LINES AND SIGNAGE FASTENERS (AT LOCATIONS OF EQUITONE TECTIVA PANELS) AND HOLES HAVE TO BE DRILLED LARGER THAN FASTENERS.
- 9 N/A
- 10 METAL PIPE RAILING.
- 11 150mm DIA. METAL BOLLARD FILL W/ CONCRETE C/W BOLLARD COVER.
- 12 DRIVE-THRU WINDOW WITH INSULATED PANEL. REFER TO DRIVE-THRU WINDOW SCHEDULE ON SHEET.
- 13 EXIT ONLY DECAL BY TDL GROUP CORP. SUPPLIED BY TDL AND INSTALLED BY G.C.
- 14 OVERFLOW EQUIPPER.
- 15 CONCRETE SIDEWALK (BY OTHERS). REFER TO SITE PLAN.
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- 23 CAMP BOX.
- 24 PROVIDE AND INSTALL THREE (3) 'NO - SMOKING WITHIN 7.5m' SIGNAGE AT ENTRIES/EXITS. CONFIRM SIZE, COLOUR & REQUIREMENTS AS PER SPECIFIC LOCAL CODES AND BYLAWS.
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- 31 EXTERIOR POP FRAME ITEM K201. SUPPLIED BY TDL GROUP AND INSTALLED BY G.C.
- 32 TPO ROOF MEMBRANE ON BACK OF PARAPET WALLS.
- 33 H.V.A.C. UNITS.
- 34 SPRINKLER ROOFTOP SCREENING.
- 35 G.C. TO PROVIDE MIN. 13mm MOVEMENT JOINT (CRITICAL) FILLED WITH FLEXIBLE SEALANT AT EVERY 2400mm - 3600mm IN BOTH DIRECTIONS AS PER TTMAC DETAIL 30104. FLEXIBLE SEALANT COLOUR TO MATCH MORTAR JOINT 'CHARCOAL'.

EXTERIOR



ALUMINUM SIDING
KNOTWOOD
'DRIFTWOOD'



PORCELAIN TILE
STONEPEAK
'ASTER VENUS'
600mm X 1200mm



BRICK
ENDICOTT CLAY PRODUCTS
MODULAR FACE BRICK
COLOUR: MANGANESE IRONSPOT



WALL PAINT/STAIN
SHERWIN WILLIAMS
'CYBERSPACE'



ANODIZED ALUMINUM
WINDOW AND DOOR FRAMES
ALUMINUM BLACK ANODIZED
BY ALUMICOR



ANODIZED ALUMINUM
STOREFRONT DOOR
PANTONE 186C RED

SCHEDULE

B

This forms part of application
DP19-0018

Planner
Initials

AJ

City of
Kelowna
COMMUNITY PLANNING



Tim Hortons®

NEW WELCOME STORE
108502 / NS. 005230
1655 LECKIE ROAD
KELOWNA, BC



SCHEDULE C

This forms part of application
DP19-0018

Planner
Initials AJ

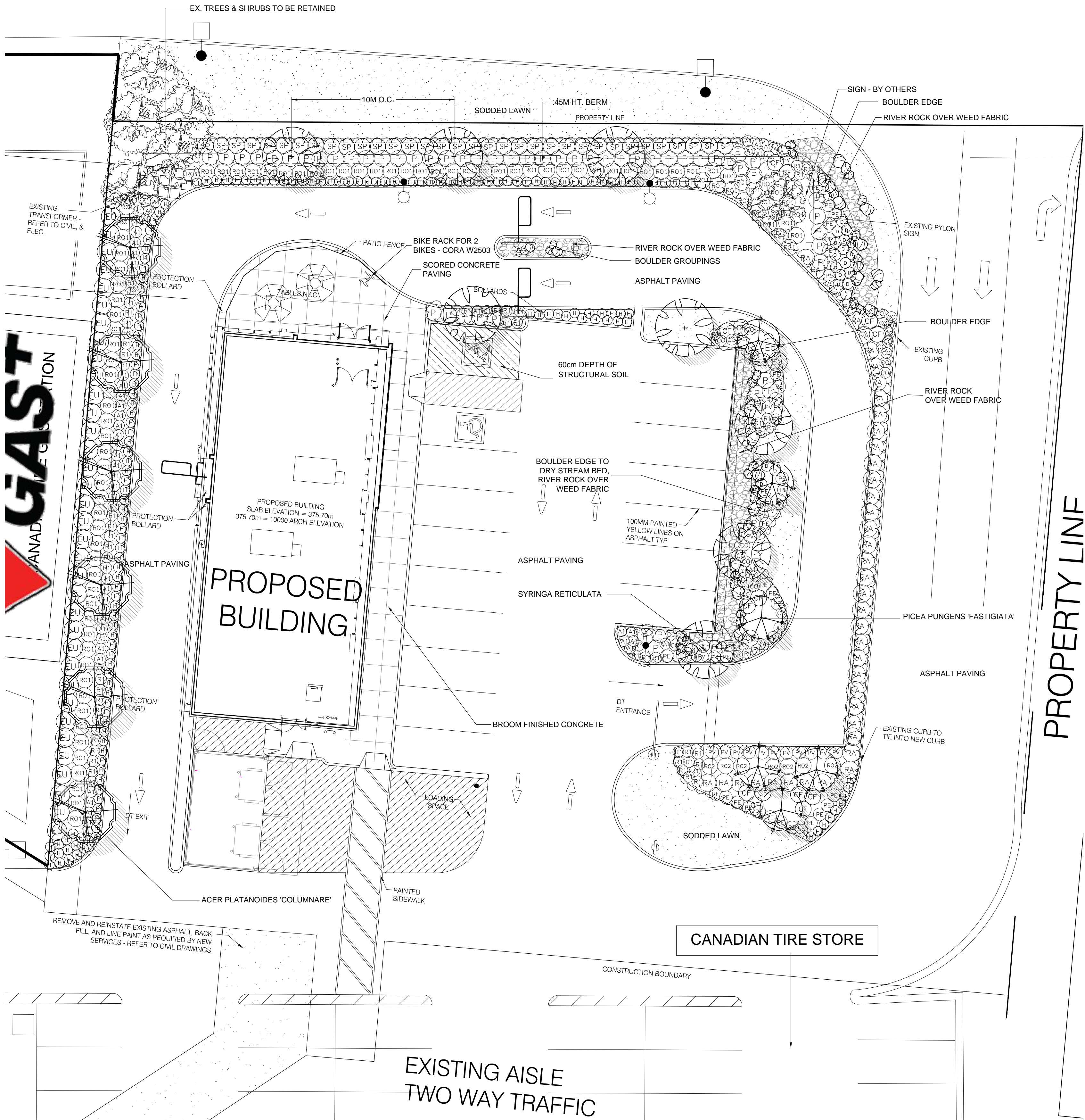
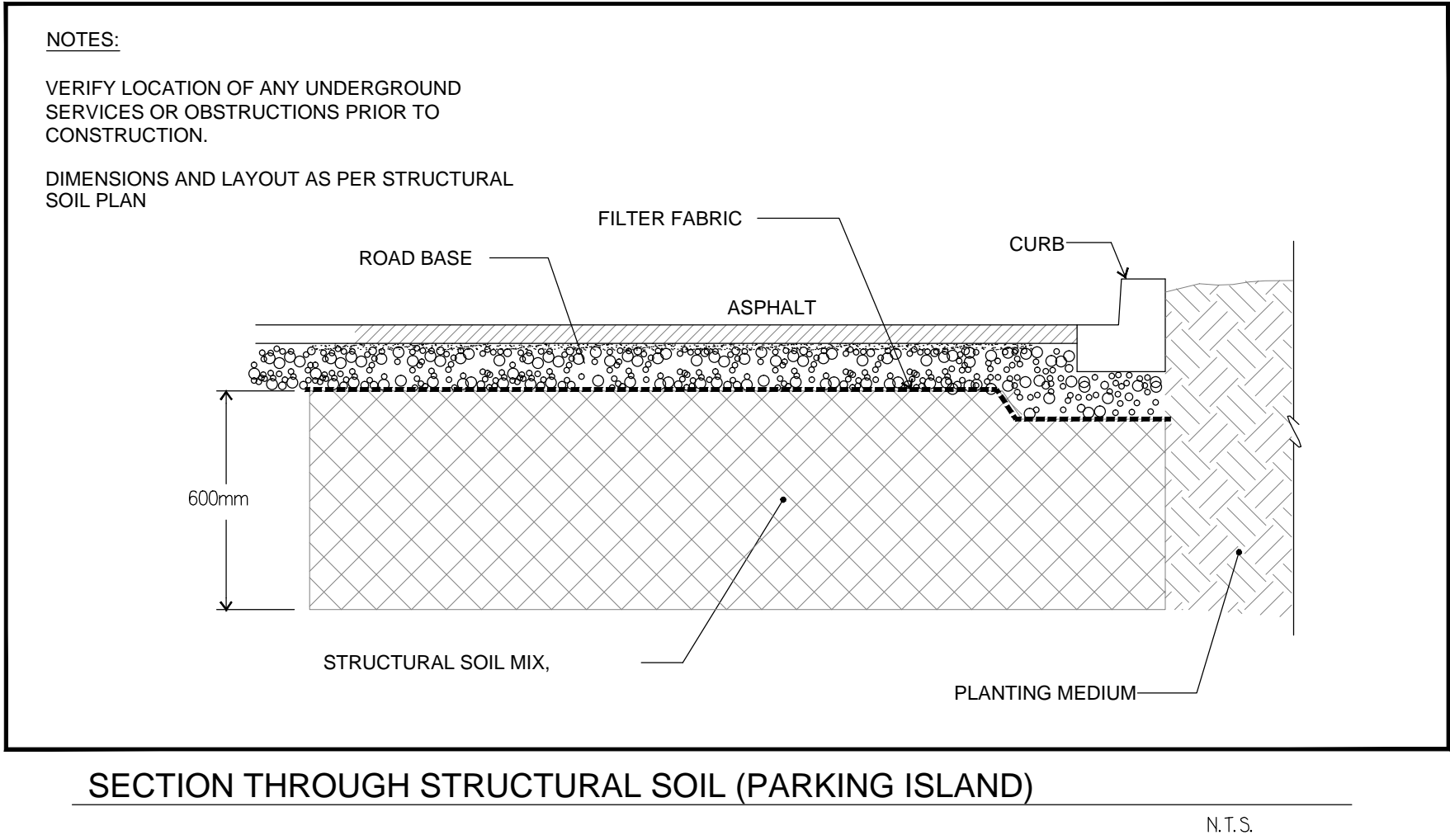


BIKE RACK FOR 2 BIKES - CORA W2503

PLANT SCHEDULE				PMG JOB NUMBER: 18-233
KEY	QTY	BOTANICAL NAME	COMMON NAME	PLANTED SIZE / REMARKS
TREE				
6		ACER PLATANOIDES 'COLUMNARE'	COLUMNAR NORWAY MAPLE	6CM CAL; 2M STD; B&B
6		PICEA PUNGENS 'FASTIGIATA'	COLUMNAR BLUE SPRUCE	2.5M HT; B&B
8		SYRINGA RETICULATA	JAPANESE LILAC TREE	6CM CAL, 1.5M MIN. STD; B&B
SHRUB				
39		EUONYMUS ALATA 'COMPACTUS'	COMPACT WINGED BURNING BUSH	#3 POT; 50CM
59		PINUS MUGO 'PUMILIO'	DWARF MUGO PINE	#2 POT; 25CM
43		RIBES ALPINUM	ALPINE CURRANT	#3 POT; 80CM
94		ROSA MEIDLAND 'RED'	MEIDLAND ROSE; RED; 0.9M MATURE HT	#2 POT; 40CM
7		ROSA RUGOSA 'ALBA'	RUGOSA ROSE; WHITE	#2 POT; 40CM
35		SPIRAEA JAPONICA 'MAGIC CARPET'	MAGIC CARPET SPIRAEA	#2 POT; 40CM
GRASS				
17		CALAMAGROSTIS A. 'KARL FORESTER'	FEATHER REED GRASS	#1 POT
159		HELICTOTRICHON SEMPERVIRENS	BLUE OAT GRASS	15CM POT
19		PANICUM VIRGATUM 'SHENANDOAH'	SHENANDOAH SWITCH GRASS	#1 POT
PERENNIAL				
54		ACHILLEA FILIPENDULA 'CLOTH OF GOLD'	FERNLEAF YARROW; YELLOW	15CM POT
26		COREOPSIS ROSEA	PINK COREOPSIS	15CM POT
19		HEMEROCALLIS 'STELLA D'ORO'	STELLA D'ORO DAYLILY	#1 POT; 1-2 FAN
37		PEROVSKIA ATRIPLICIFOLIA	RUSSIAN SAGE	15CM POT
68		RUDBECKIA F. S. 'GOLDSTURM'	GOLDSTURM RUDBECKIA	#1 POT

NOTES: * PLANT SIZES IN THIS LIST ARE SPECIFIED ACCORDING TO THE BC LANDSCAPE STANDARD AND CANADIAN LANDSCAPE STANDARD, LATEST EDITION. CONTAINER SIZES SPECIFIED AS PER CNLA STANDARD. BOTH PLANT SIZE AND CONTAINER SIZE ARE THE MINIMUM ACCEPTABLE SIZES. * REFER TO SPECIFICATIONS FOR DEFINED CONTAINER MEASUREMENTS AND OTHER PLANT MATERIAL REQUIREMENTS. * SEARCH AND REVIEW: MAKE PLANT MATERIAL AVAILABLE FOR OPTIONAL REVIEW BY LANDSCAPE ARCHITECT AT SOURCE OF SUPPLY. AREA OF SEARCH TO INCLUDE LOWER MAINLAND AND FRASER VALLEY. * SUBSTITUTIONS: OBTAIN WRITTEN APPROVAL FROM THE LANDSCAPE ARCHITECT PRIOR TO MAKING ANY SUBSTITUTIONS TO THE SPECIFIED MATERIAL. UNAPPROVED SUBSTITUTIONS WILL BE REJECTED. ALLOW A MINIMUM OF FIVE DAYS PRIOR TO DELIVERY FOR REQUEST TO SUBSTITUTE. SUBSTITUTIONS ARE SUBJECT TO BC LANDSCAPE STANDARD AND CANADIAN LANDSCAPE STANDARD - DEFINITION OF CONDITIONS OF AVAILABILITY. ALL LANDSCAPE MATERIAL AND WORKMANSHIP MUST MEET OR EXCEED BC LANDSCAPE STANDARD AND CANADIAN LANDSCAPE STANDARD LATEST EDITION. ALL PLANT MATERIAL MUST BE PROVIDED FROM CERTIFIED DISEASE FREE NURSERY

NOTE: SUPPLY AND INSTALL DESIGN BUILD DRIP IRRIGATION SYSTEM FOR ALL SHRUB BED AREAS AND SPRAY HEADS ON SEPARATE ZONE FOR LAWN AREAS. SYSTEM TO BE DESIGNED AND INSTALLED TO IIAEC STANDARDS BY CERTIFIED INSTALLER



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pmg
LANDSCAPE
ARCHITECTS

Suite C100 - 4185 Still Creek Drive
Burnaby, British Columbia, V5C 6G9
p: 604 294-0011 ; f: 604 294-0022

SEAL:

4	19.MAY.22	BIKE RACK ADDED	JR
3	19.APR.30	ISSUED FOR TENDER	MM
2	19.APR.10	RE-ISSUED FOR DP	MM
1	19.JAN.03	TREES ADDED	MM

NO. DATE REVISION DESCRIPTION DR.

CLIENT:

PROJECT:

TIM HORTON'S

HWY. 97
KELOWNA, B.C.

DRAWING TITLE:

LANDSCAPE
PLAN

DATE: 18.DEC.12 DRAWING NUMBER:
SCALE: 1:150
DRAWN: MM
DESIGN: MM
CHK'D: MCY

L1

OF 3

KELOWNA TIM HORTONS

RE-ISSUED FOR DEVELOPMENT PERMIT APPLICATION

APRIL 10, 2019

1655 LECKIE RD, KELOWNA, BC V1X 6E4

ARCHITECTURAL	
A0.0	Cover Sheet
A1.0	Site Plan
A1.1	Garbage Enclosure
A1.2	Drive Through Details
A1.3	Drive Through Sign Details
A1.4	Site Details
A1.5	Existing Site Photos
A2.0	Floor Plan and Coloured Elevation
A2.1	Coloured Elevations
A3.0	Roof Plan and Side Elevation
A3.1	Elevations and Notes
CIVIL	
SS00	Site Survey Plan
SS01	Site Grading Plan
SS02	Site Servicing Plan
SS03	Details
LANDSCAPING	
L1	Landscape Plan
L2	Landscape Specifications
L3	Structural Soil Specifications
SIGNAGE	
Steel Art Sign Page	



SAMPLE RENDERINGS ONLY. REFER TO ELEVATIONS



CIVIL: LANDSCAPING: PREPARED BY :



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Tel: (250) 763-3638
Fax: (250) 763-8880

Associated Engineering



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CITY OF KELOWNA
BYLAW NO. 11681
Z18-0016 – 205 Lougheed Road

A bylaw to amend the "City of Kelowna Zoning Bylaw No. 8000".

The Municipal Council of the City of Kelowna, in open meeting assembled, enacts as follows:

1. THAT City of Kelowna Zoning Bylaw No. 8000 be amended by changing the zoning classification of Lot A, Section 2, Township 23, ODYD, Plan KAP84518, located on Lougheed Road, Kelowna, BC from the CD25 – Light Industrial – Residential Mixed Use zone to the I2 – General Industrial zone.
2. This bylaw shall come into full force and effect and is binding on all persons as and from the date of adoption.

Read a first time by the Municipal Council this 17th day of September, 2018.

Considered at a Public Hearing on this 9th day of October, 2018.

Read a second and third time by the Municipal Council this 9th day of October, 2018.

Approved under the Transportation Act this 10th day of October, 2018.

Audrie Henry

(Approving Officer – Ministry of Transportation)

Adopted by the Municipal Council of the City of Kelowna this

Mayor

City Clerk

REPORT TO COUNCIL



Date: June 10, 2019

RIM No. 0940-00

To: City Manager

From: Community Planning Department (SS)

Application: DP18-0039 **Owner:** 1135177 BC Ltd.

Address: 205 Lougheed Rd **Applicant:** GTA Architecture Ltd.

Subject: Development Permit Application

Existing OCP Designation: IND-T – Industrial - Transitional

Existing Zone: CD25 – Light Industrial – Residential Mixed Use

Proposed Zone: I2 – General Industrial

1.0 Recommendation

THAT final adoption of Rezoning Bylaw No. 11681 be considered by Council;

AND THAT Council authorizes the issuance of Development Permit No. DP18-0039 for Lot A Section 2 Township 23 ODYD Plan KAP84518, located at 205 Lougheed Rd, Kelowna, BC subject to the following:

1. The dimensions and siting of the building to be constructed on the land be in accordance with Schedule "A,"
2. The exterior design and finish of the building to be constructed on the land, be in accordance with Schedule "B";
3. Landscaping to be provided on the land be in accordance with Schedule "C";
4. The applicant be required to post with the City a Landscape Performance Security deposit in the form of a "Letter of Credit" in the amount of 125% of the estimated value of the landscaping, as determined by a Registered Landscape Architect;

AND THAT Council's consideration of this Development Permit be considered subsequent to the outstanding conditions of approval as set out in Schedule "A" attached to the Report from the Community Planning Department dated June 10th, 2019.

AND THAT the applicant be required to complete the above noted conditions of Council's approval of the Development Permit Application in order for the permits to be issued;

AND FURTHER THAT this Development Permit is valid for two (2) years from the date of Council approval, with no opportunity to extend.

2.0 Purpose

To consider a Development Permit for the form and character of a 2 storey office/warehouse building.

3.0 Community Planning

Staff are recommending support for the proposed Development Permit due to the proposal's consistency with the majority of the Official Community Plan's (OCP) urban design guidelines. Overall the form and character of this industrial building is in keeping with the general context of the neighbourhood and consistent with all development regulations in the Zoning Bylaw. The development consists of a two storey building and its orientation onsite works well with the existing topography of the subject property.

4.0 Proposal

4.1 Project Description

The proposal is for a two storey, 700m² building which consists of approximately 200m² of office area and 500m² for shop/warehouse space. The design of the building will naturally fit into the existing Industrial Office building fabric in the industrial park.

The two storey project design provides a one-storey storefront along Lougheed Rd with vehicular access, to visitor parking, electrical/mechanical room and refuse area are provided onsite accessed off Lougheed Road.

Parking and ancillary functions will be in the company yard and parking lot. The facility office area has direct views of the entrance on Lougheed Rd helping to create 'eyes on the street' and site lighting along Hollywood Rd will help make the neighborhood safer.

The site landscaping surrounds the building frontage along Lougheed Rd and Hollywood Rd complete with trees, drought tolerant shrubs, perennials and grasses. The sloping topography of the site will be landscaped with a dryland seed & wildflower mix.

4.2 Site Context

Specifically, adjacent land uses are as follows:

Orientation	Zoning	Land Use
North	I1 – Business Industrial	Industrial Warehouse
East	I1 – Business Industrial	Office Building
South	RU5 – Bareland Strata Housing	Bareland Strata Subdivision
West	RU5 – Bareland Strata Housing/ Park	Bareland Strata Subdivision/ Park

Subject Property Map: 205 Loughheed Rd



5.0 Current Development Policies

5.1 Kelowna Official Community Plan (OCP)

Industrial Land Use Policies

Objective 5.28.¹ Focus industrial development to areas suitable for industrial use.

Public and private open space.² Design industrial developments to include outdoor break areas, green space, bicycle racks, skylights and windows in work areas, and linkages to recreational opportunities (e.g. linear parks).

Urban Design Objectives

Exterior elevations and materials.³

- Exterior building materials should be selected for their functional and aesthetic quality, and should exhibit qualities of workmanship, durability, longevity and ease of maintenance;
- Provide visually prominent, accessible, and recognizable entrances through attention to location, details, proportions, materials, and lighting that act to personalize or lend identity to a building;
- Continue higher quality materials used on the principal façade around any building corner or edge which is visible to the public;

¹ City of Kelowna Official Community Plan, Objective 5.28, Chapter 10 (Development Process Chapter).

² City of Kelowna Official Community Plan, Policy 7.5, Chapter 14 (Urban Design Development Permit Areas).

³ City of Kelowna Official Community Plan, Objective 6.0, Chapter 14 (Urban Design Development Permit Areas).

- Use materials in combination to create contrast, enhance human scale, and reduce the apparent bulk of a building;
- Colour should not be used as the predominant feature of a building.

6.0 Technical Comments

6.1 Building & Permitting Department

- Development Cost Charges (DCC's) are required to be paid prior to issuance of any Building Permit(s).
- Full Plan check for Building Code related issues will be done at time of Building Permit applications.

7.0 Application Chronology

Date of Application Received: February 20th, 2018

Prepared by: Sergio Sartori, Development Technician

Reviewed by: Dean Strachan, Suburban and Rural Planning Manager

Attachments:

Schedule "A" Site Plan

Schedule "B" Elevations

Schedule "C" Landscape Plan

Attachment "A" Applicant's Project Rationale

Attachment "B" Development Permit Guidelines

Draft Development Permit

SCHEDULE

A

This forms part of application
DP18-0039

Planner
Initials SS

City of Kelowna

COMMUNITY PLANNING

Notes:

- THIS DRAWING MUST NOT BE SCALED.
- VERIFY ALL DIMENSIONS AND DATUMS PRIOR TO COMMENCEMENT OF WORK. REPORT ALL ERRORS AND OMISSIONS TO THE ARCHITECT.
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ISSUED FOR
BUILDING
PERMIT

2	2019-05-06	ISSUED FOR BUILDING PERMIT
1	2019-04-25	ISSUED FOR DEVELOPMENT PERMIT

NO.	DATE	BY	DESCRIPTION
			DESIGN CONSULTANT

SEAL

gta

GTA ARCHITECTURE LTD.

243 1889 SPRINGFIELD ROAD
Kelowna, British Columbia
V1Y 5V5
TELEPHONE: (250)979-1068
www.gtarch.ca

DEVELOPED BY:

PROJECT

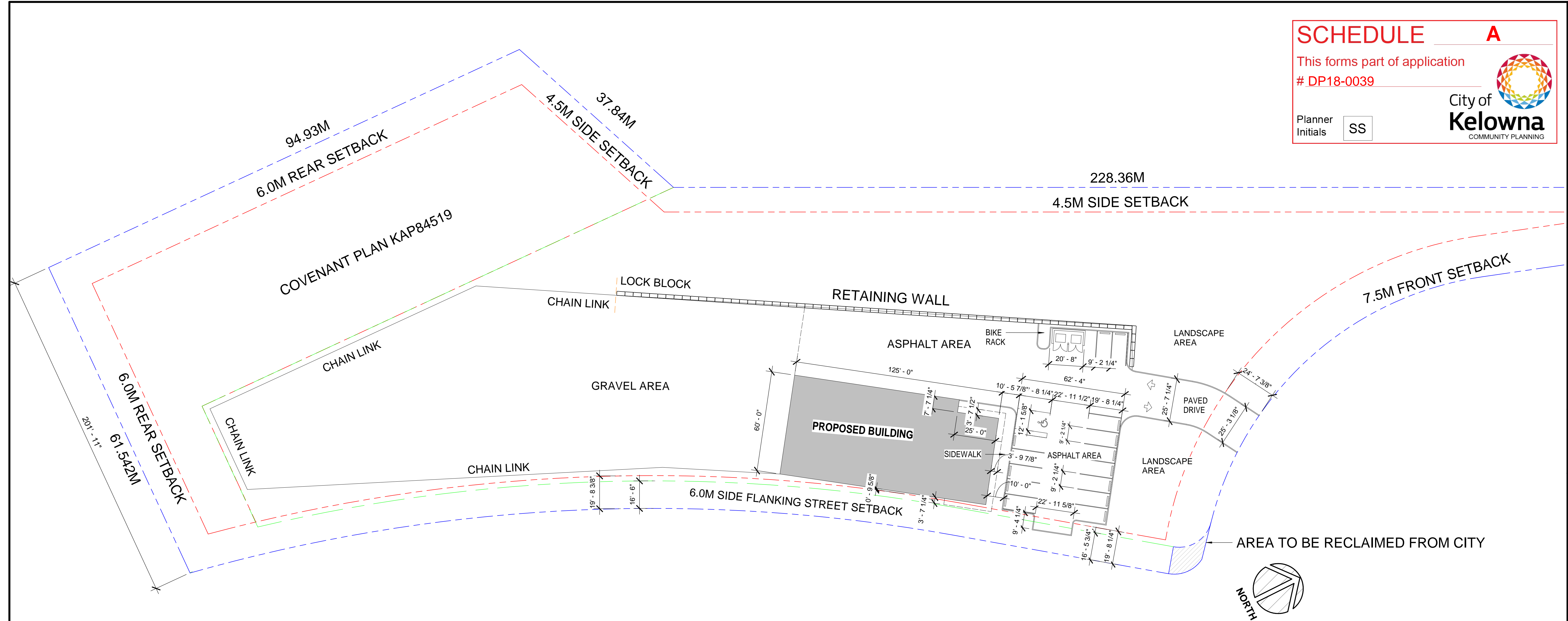
SHOP FACILITY

205 LOUGHEED ROAD, KELOWNA, BC

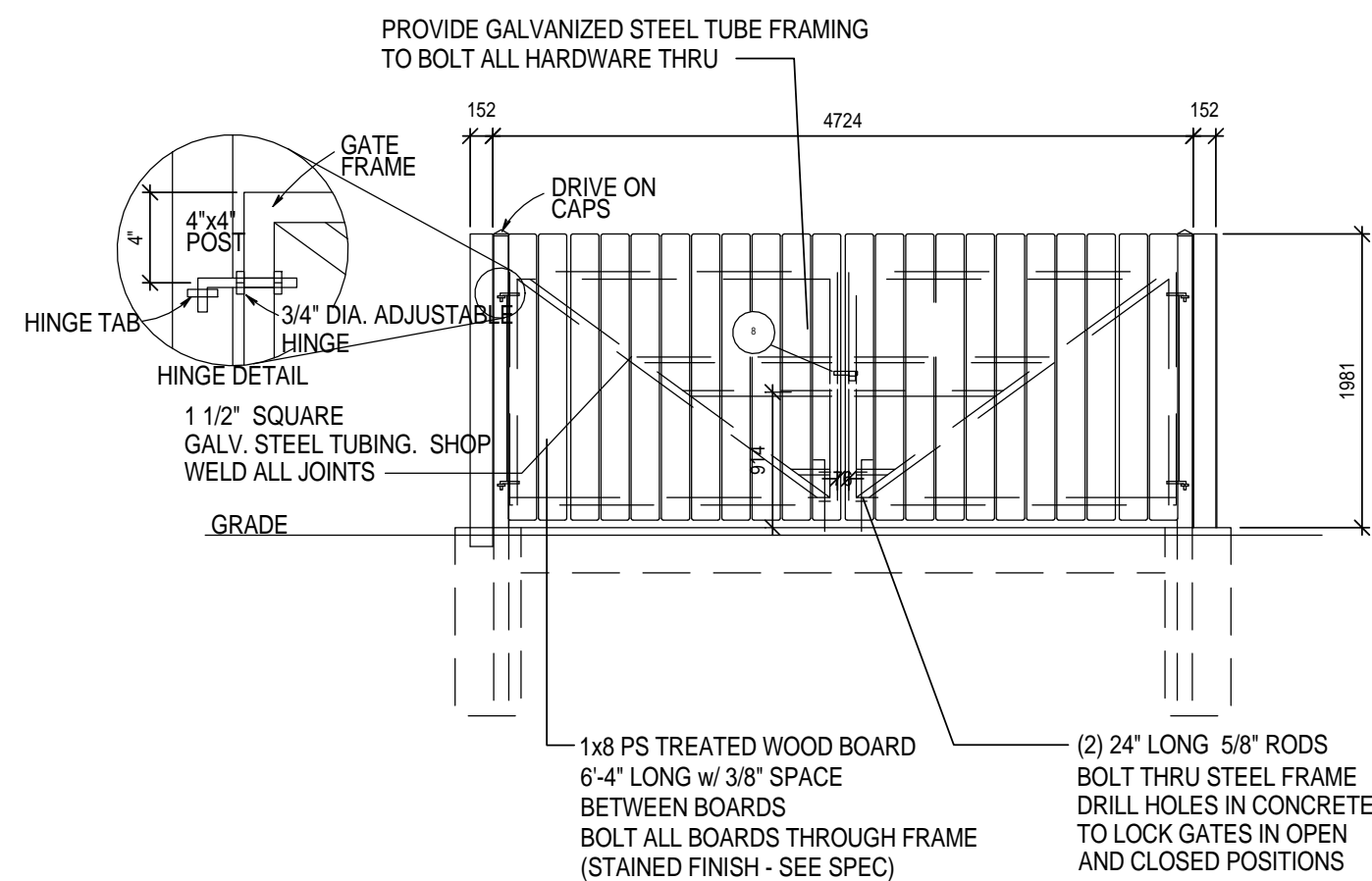
SHEET TITLE

SITE PLAN & DETAILS

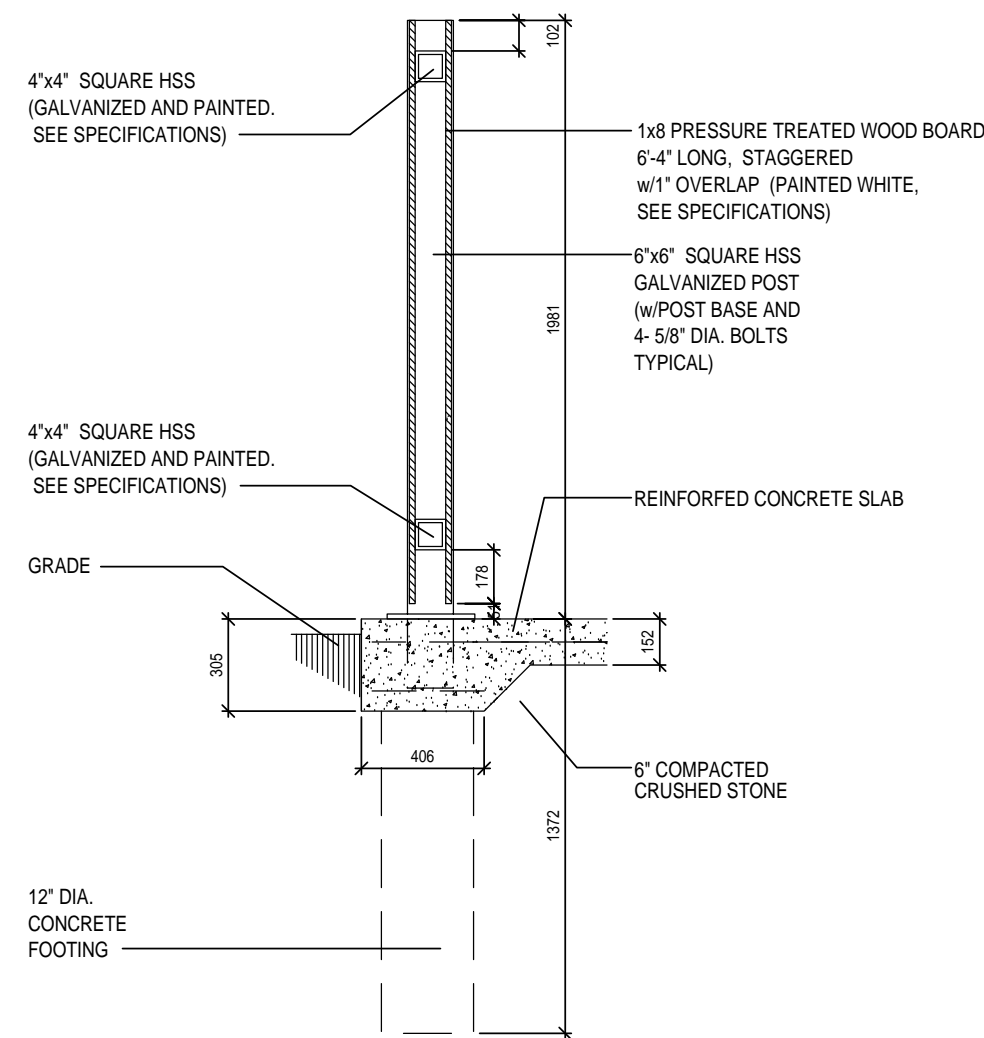
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DESIGNED BY:	MA		A1.01
SCALE:	As indicated		
DATE:	2019.05.06	FILE:	A19-09



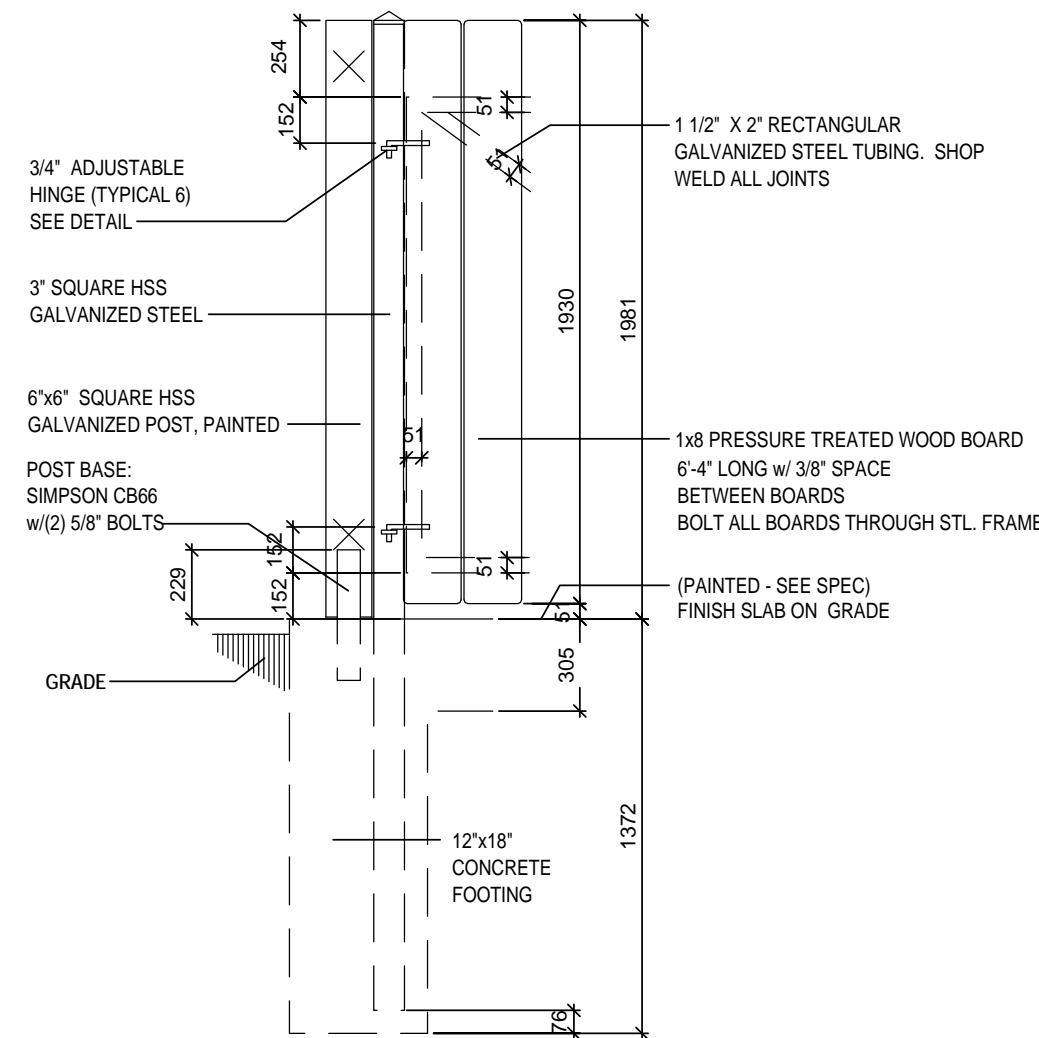
1 00.SITE PLAN
A1.01 1" = 30'-0"



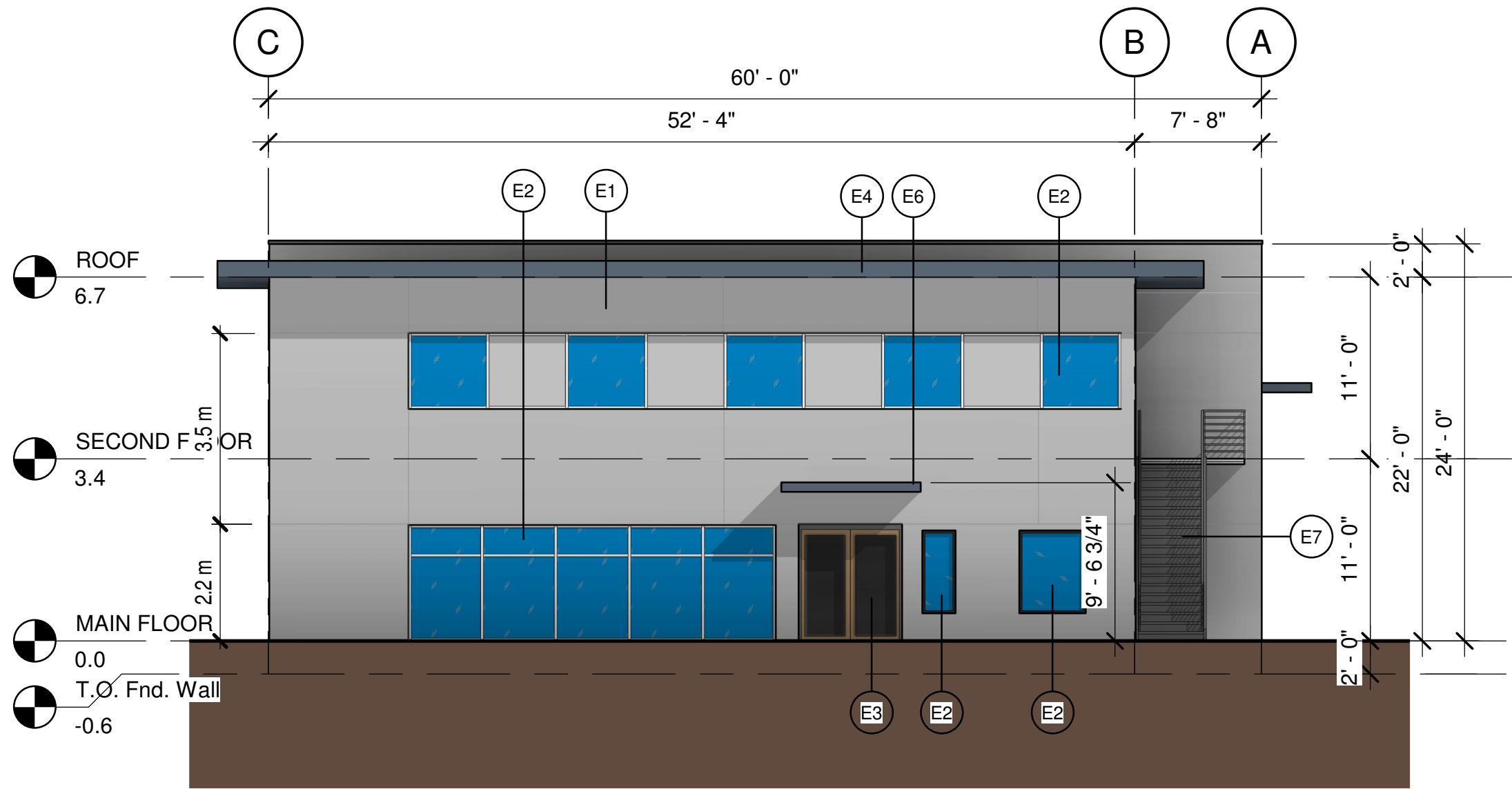
2 ELEVATION ENCLOSURE
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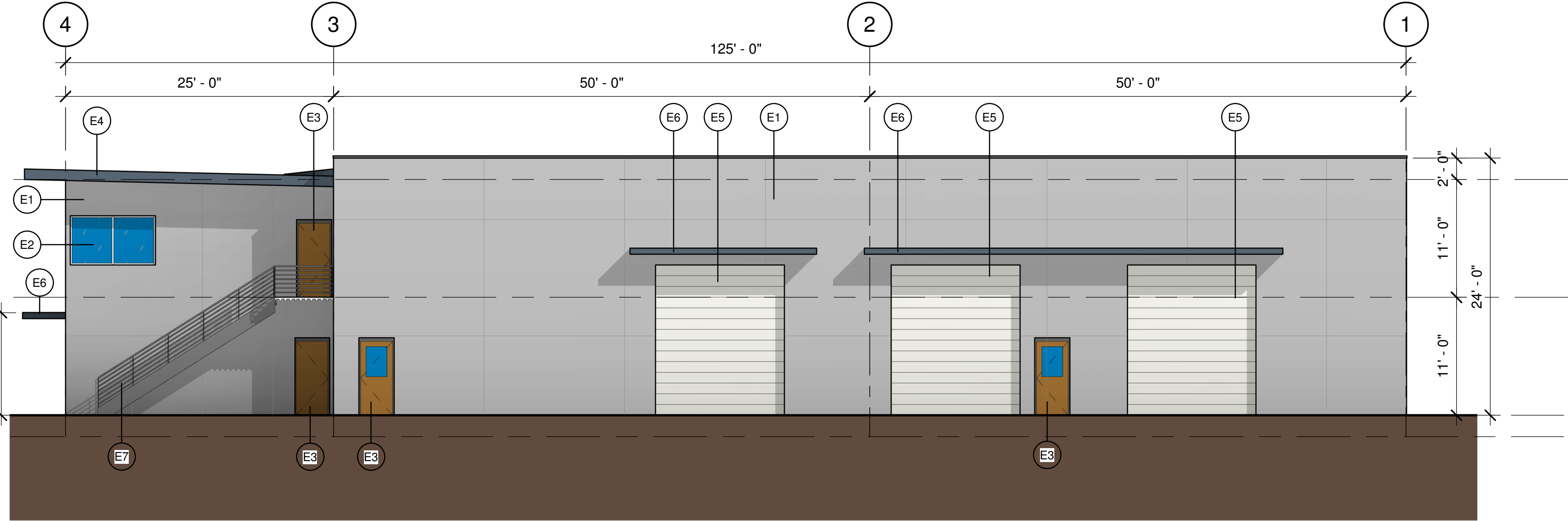
3 ENCLOSURE DETAIL
A1.01 1:25



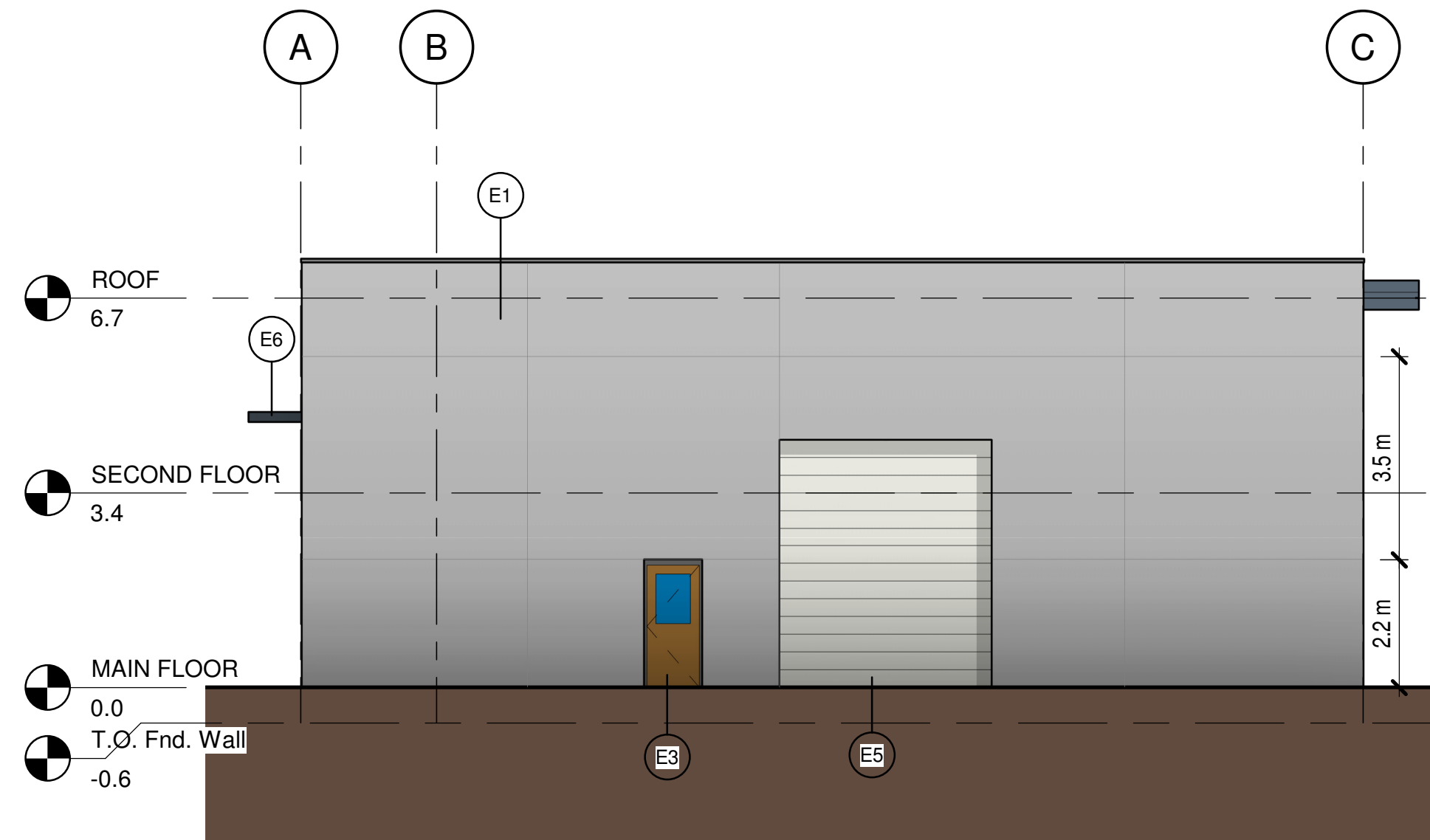
4 ENCLOSURE POST DTL
A1.01 1:25



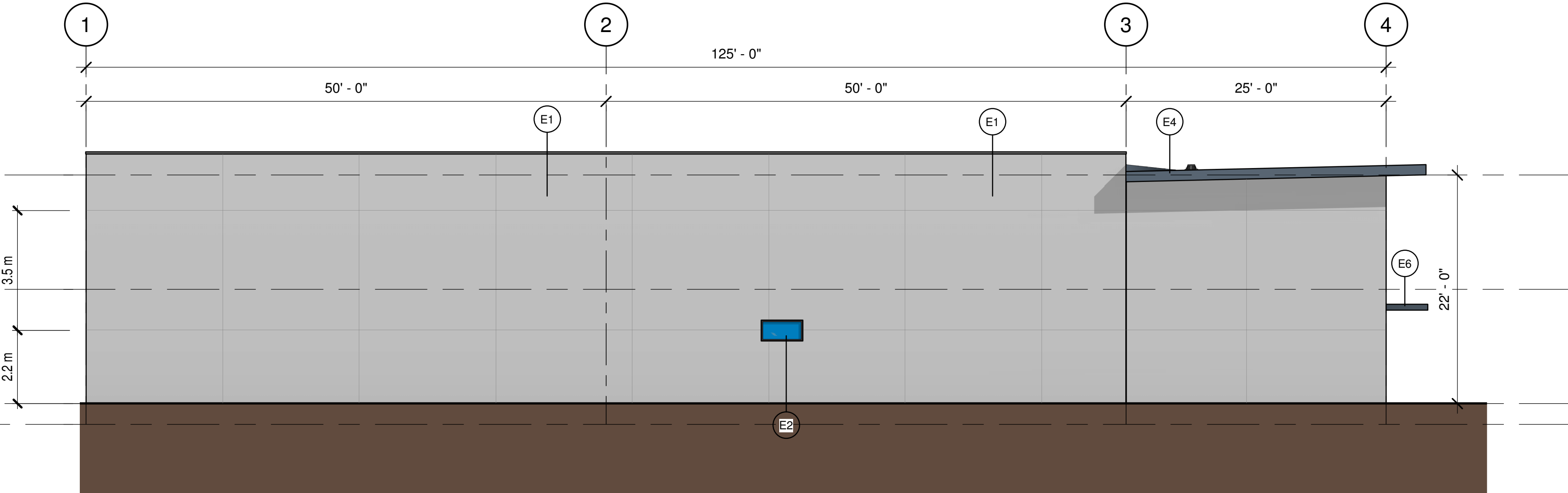
1 NORTH ELEVATION
A3.01 1:96



2 EAST ELEVATION
A3.01 1:96



4 SOUTH
A3.01 1:96



3 WEST
A3.01 1:96



TYPICAL OVERHEAD CANOPY

MATERIAL SCHEDULE	
Key Value	Keynote Text
E1	BROOMED FINISHED INSULATED CONCRETE PANEL
E2	ANODIZED ALUMINUM WINDOW & WINDOW FRAME/GLASS TYPE: SOLAR BAN 60
E3	ALUMINUM DOOR & DOOR FRAME/DARK GREY
E4	PAINTED METAL FASCIA/GREY
E5	PAINTED OVERHEAD METAL DOOR/GREY
E6	PAINTED METAL CANOPY/BLACK
E7	PAINTED METAL EXIT STAIR/BLACK

SCHEDULE

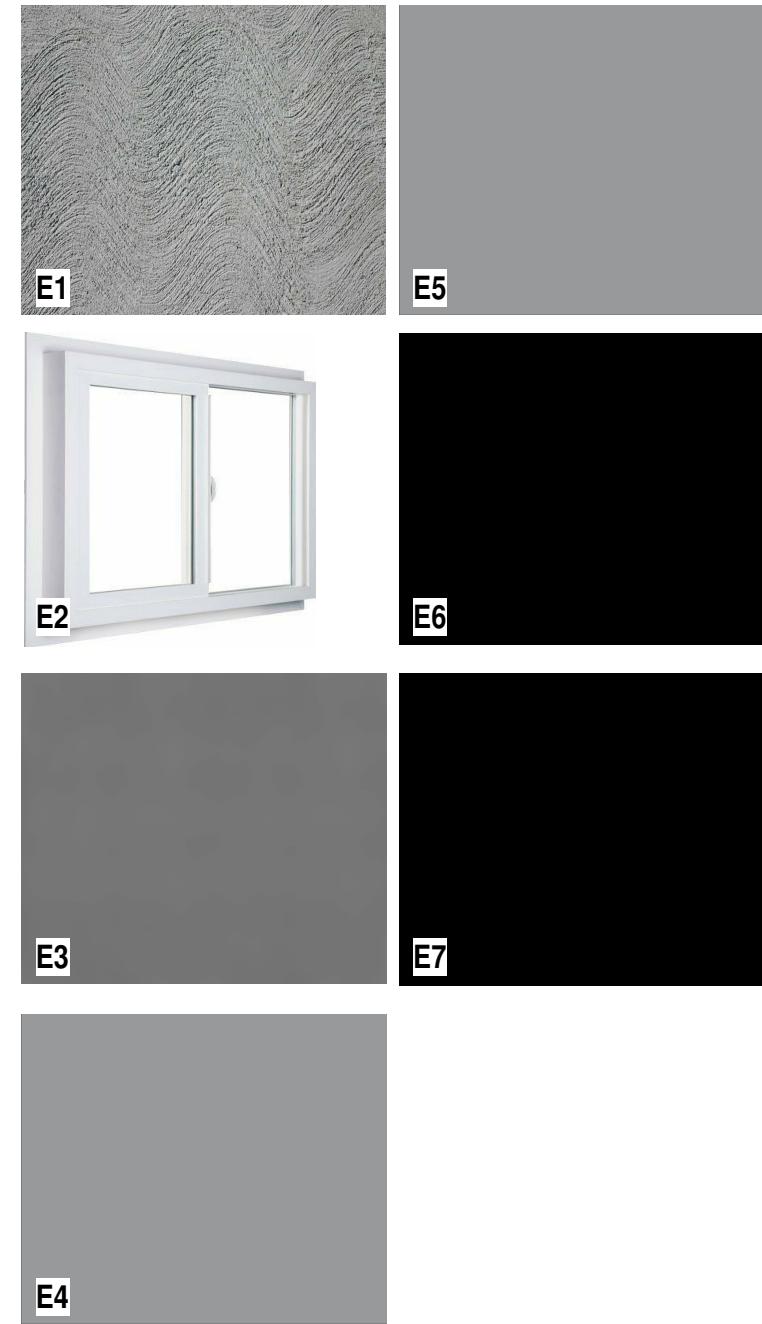
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DP18-0039

Planner
Initials

SS

City of
Kelowna
COMMUNITY PLANNING

MATERIAL LEGEND



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ISSUED FOR
DEVELOPMENT
PERMIT

1 2019-04-25 ISSUED FOR DEVELOPMENT PERMIT

NO.	DATE	BY	DESCRIPTION
1	2019-04-25		ISSUED FOR DEVELOPMENT PERMIT

DESIGN CONSULTANT

SEAL

gta

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243 1889 SPRINGFIELD ROAD
Kelowna, British Columbia
V1Y 5V6
TELEPHONE: (250) 879-1668
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DEVELOPED BY:

PROJECT

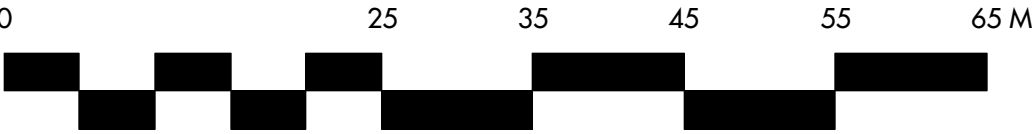
SHOP FACILITY

205 LOUGHEED ROAD, KELOWNA, BC

SHEET TITLE

ELEVATIONS

DRAWN BY:	AW	DRAWING NO.	A3.01
DESIGNED BY:	MA	SCALE:	As indicated
DATE:	25/04/2019	FILE:	A19-09



SCHEDULE

C

This forms part of application
DP18-0039

Planner
Initials

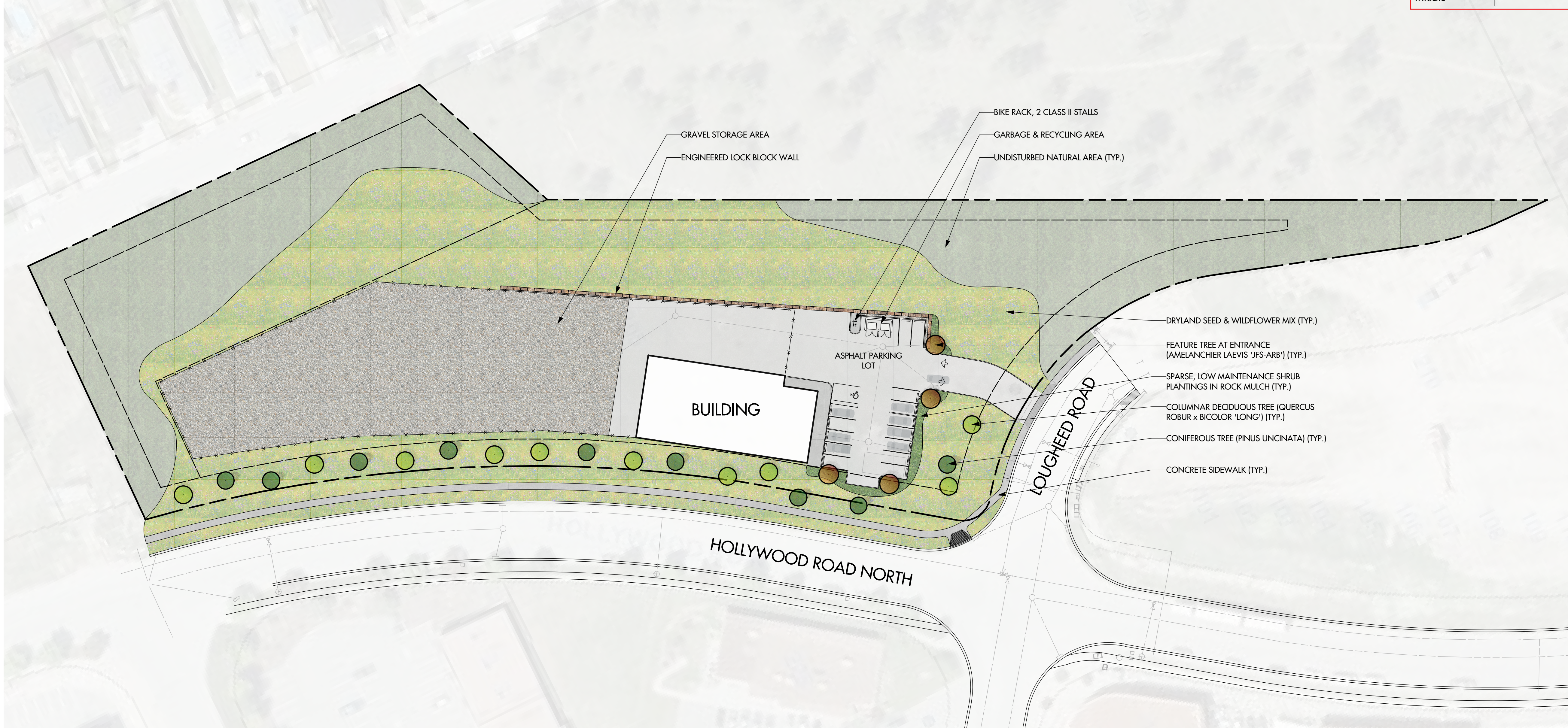
SS

City of
Kelowna

COMMUNITY PLANNING

OUTLAND DESIGN
LANDSCAPE ARCHITECTURE

303 - 590 KLO Road
Kelowna, BC V1Y 7S2
T (250) 868-9270
www.outlanddesign.ca



- NOTES
1. PLANT MATERIAL AND CONSTRUCTION METHODS SHALL MEET OR EXCEED CNLA STANDARDS. ALL OFFSITE LANDSCAPE IMPROVEMENT TO MEET CITY OF KELOWNA BYLAW 7900.

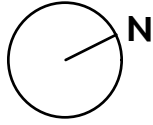
2. ALL SOFT LANDSCAPE AREAS SHALL BE WATERED BY A FULLY AUTOMATIC TIMED UNDERGROUND IRRIGATION SYSTEM. ALL TREES WITHIN THE DRYLAND SEED AREAS SHALL BE WATERED BY A PERMANENT UNDERGROUND IRRIGATION SYSTEM. DRYLAND SEED AREAS TO RECEIVE TEMPORARY, MANUAL IRRIGATION UNTIL FULLY ESTABLISHED.

3. TREE AND SHRUB BEDS TO BE DRESSED IN A MINIMUM 75mm ROCK MULCH.

4. TREE AND SHRUB BEDS TO RECEIVE A MINIMUM 300mm DEPTH TOPSOIL PLACEMENT. DRYLAND SEED AREAS TO RECEIVE A MINIMUM 50mm DEPTH TOPSOIL PLACEMENT.

5. TURF AREAS FROM SOD SHALL BE NO. 1 GRADE GROWN FROM CERTIFIED SEED OF IMPROVED CULTIVARS REGISTERED FOR SALE IN B.C. AND SHALL BE TOLERANT OF DROUGHT CONDITIONS. A MINIMUM OF 150mm DEPTH OF GROWING MEDIUM IS REQUIRED BENEATH TURF AREAS. TURF AREAS SHALL MEET EXISTING GRADES AND HARD SURFACES FLUSH.

PLANT LIST				
BOTANICAL NAME	COMMON NAME	QTY.	SIZE / SPACING & REMARKS	
TREES				
AMELANCHIER LAEVIS 'JFS-ARB'	SPRING FLURRY SERVICEBERRY	4	5cm CAL.	
PINUS UNCINATA	MOUNTAIN PINE	9	1.5m HT.	
QUERCUS ROBUR x BICOLOR 'LONG'	REGAL PRINCE OAK	10	5cm CAL.	
SHRUBS, ORNAMENTAL GRASSES & PERENNIALS				
CORNUS ALBA 'BAILHALO'	IVORY HALO DOGWOOD	7	#01 CONT. / 1.8m SPACING	
PANICUM VIRGATUM 'ROSTRALBUSCH'	RED SWITCH GRASS	7	#01 CONT. / 1.8m SPACING	
PINUS STROBUS 'MERRIMACK'	MERRIMACK EASTERN WHITE PINE	3	#01 CONT. / 2.5m SPACING	
PHYSOCAPUS OPULIFOLIUS 'SEWARD'	SUMMER WINE NINEBARK	5	#01 CONT. / 2.0m SPACING	
SPIRAEA BUMALDA 'ANTHONY WATERER'	ANTHONY WATERER SPIREA	10	#01 CONT. / 1.5m SPACING	
SYRINGA MEYERI 'PALIBIN'	DWARF KOREAN ULAC	7	#01 CONT. / 1.8m SPACING	



PROJECT TITLE

205 LOUGHEED ROAD

Kelowna, BC

DRAWING TITLE

CONCEPTUAL
LANDSCAPE PLAN

ISSUED FOR / REVISION		
1	18.09.18	Review
2	18.10.26	Development Permit
3	19.04.17	Development Permit
4	19.05.22	Development Permit
5		

PROJECT NO.	18-004
DESIGN BY	KM
DRAWN BY	NG/SR
CHECKED BY	FB
DATE	MAY 22, 2019
SCALE	1:250

SEAL



DRAWING NUMBER

L1/2

ISSUED FOR REVIEW ONLY

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DEVELOPMENT PERMIT APPLICATION / DESIGN RATIONALE



Prepared For:

Brantal Contracting Ltd
 Chantal Frey/ Brad Frey

To be Submitted to:

City of Kelowna
 Development Services

A19-09
 Brantal Contracting Ltd
 Kelowna, B.C.

April 2019

Architecture
 Interior Design and Planning
 Building Envelope Consulting



ARCHITECTURE

Garry Tomporowski Architect Ltd
 Kelowna, B.C. 250.976.1668



ARCHITECTURE

ATTACHMENT

A

This forms part of application

DP18-0039

Planner
Initials

SS

City of

Kelowna
COMMUNITY PLANNING



Garry Tomporowski

Architect Ltd

243 – 1889 Springfield Road

Kelowna, BC Canada V1Y 5V5

Phone: 250. 979.1668 Fax: 250.979.4366

Email: gtaoffice@gtarch.ca

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6.0	SUSTAINABILITY	ERROR! BOOKMARK NOT DEFINED.
7.0	CRIME PREVENTION	1
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10.0	APPENDIX AND TYPICAL ATTACHMENTS	2

1.0 PROJECT OVERVIEW

Brantal Contracting Ltd is proposing an Office / Warehouse building in Kelowna, BC. The layout, scale and appearance will add to and reinforce the areas Industrial / Office design in this area.

2.0 PROJECT DESCRIPTION

The building site is located centrally at the intersection of Lougheed Road and Hollywood Road. The site is flanked by existing commercial buildings, with other similar buildings which are located directly across Hollywood Road.

The project will be designed to fit in with the character, form and nature of the area and the existing buildings in the industrial park.

The building will be 2 stories in height with a shop / warehouse facility for the operations of the business.

Construction will consist of precast concrete construction for the shop/warehouse with non combustible concrete panels. The proposed gross building area is 700 m². Which consists of approximately 200 m² of office area, and 500 m² is for the shop spaces. Parking and ancillary functions will be in the company yard and parking lot.

The site coverage is under 23% of the total site area. Total Site area is 171, 382 sq.ft. and the building footprint is 7300 sq.ft.

3.0 VARIANCES REQUESTED

No variances are required with this project. The property is being rezoned from from the CD25 to I2.

4.0 SITE AND PARKING ACCESS

The main entrance to the Site & building will be located on Lougheed Road.

Visitor parking and access to the electrical/mechanical room and refuse area are also provided on site accessed off Lougheed Road.

5.0 URBAN CONNECTIVITY

The project is located within the existing Industrial District. In addition, the style, form and character of the project will naturally fit into the existing Industrial Office building fabric.

6.0 CRIME PREVENTION

The intentions of Brantal Contracting is to have a well-maintained entrance and frontage that promote pride amongst the businesses.

Site lighting along Hollywood Road, this will be balanced to provide enough illumination to ensure there are no high contrast areas that could conceal potential offenders, but not so much that the site is excessively contributing to local light pollution.

7.0 LANDSCAPING

While site coverage does not allow an abundance of open landscape areas, Outland Landscape Architects have created interesting and aesthetically pleasing landscape solution that responds to the architectural style of the project. This will also compliment the character of the surrounding neighborhood. A number of annual and perennial shrubs have been selected for along the planters throughout the site, and in special groupings in the courtyard.

Trees will be planted on the roof, and also in the courtyard. Given enough time to mature, these trees will help the project blend with the existing neighborhoods numerous established and mature trees.

8.0 SUMMARY

Brantal Contracting Ltd and the GTA design team feel that the combination of a high level design coupled with modern building materials will provide for a very functional and highly desirable building to the existing neighbourhood.

We look forward to your support for all this project brings to our community, and this unique opportunity for the increasing need for industrial office spaces.

9.0 APPENDIX AND TYPICAL ATTACHMENTS

- Letter of Agency / Owner's Authorization Form
- Development Permit Application Documents and cheque for the fee of \$1,700
- State of Title Certificate
- Site Profile
- Small and large scale drawings
- Geotechnical report (*will be forthcoming*)

DEVELOPMENT PERMIT GUIDELINES

Comprehensive Development Permit Area

Consideration has been given to the following guidelines as identified in Section 14.A. of the City of Kelowna Official Community Plan relating to Comprehensive Development Permit Areas:

COMPREHENSIVE DEVELOPMENT PERMIT AREA	YES	NO	N/A
Authenticity and Regional Expression			
Do landscaping and building form convey a character that is distinct to Kelowna and the Central Okanagan?	✓		
Are materials in keeping with the character of the region?	✓		
Are colors used common in the region's natural landscape?	✓		
Does the design provide for a transition between the indoors and outdoors?	✓		
Context			
Does the proposal maintain the established or envisioned architectural character of the neighbourhood?	✓		
Does interim development consider neighbouring properties designated for more intensive development?			✓
Are façade treatments facing residential areas attractive and context sensitive?			✓
Are architectural elements aligned from one building to the next?	✓		
For exterior changes, is the original character of the building respected and enhanced?			✓
Is the design unique without visually dominating neighbouring buildings?	✓		
For developments with multiple buildings, is there a sense of architectural unity and cohesiveness?			✓
Relationship to the Street			
Do buildings create the desired streetscape rhythm?			✓
Are parkade entrances located at grade?			✓
For buildings with multiple street frontages, is equal emphasis given to each frontage?			✓
Massing and Height			
Does the design mitigate the actual and perceived mass of buildings?			✓
Does the height consider shading and view impacts for neighbouring properties and transition to less intensive areas?			✓
Human Scale			
Are architectural elements scaled for pedestrians?	✓		
Are façades articulated with indentations and projections?	✓		

COMPREHENSIVE DEVELOPMENT PERMIT AREA	YES	NO	N/A
Are top, middle and bottom building elements distinguished?	✓		
Do proposed buildings have an identifiable base, middle and top?	✓		
Are building facades designed with a balance of vertical and horizontal proportions?			✓
Are horizontal glazed areas divided into vertically proportioned windows separated by mullions or building structures?			✓
Does the design incorporate roof overhangs and the use of awnings, louvers, canopies and other window screening techniques?	✓		
Is the visual impact of enclosed elevator shafts reduced through architectural treatments?			✓
Exterior Elevations and Materials			
Are buildings finished with materials that are natural, local, durable and appropriate to the character of the development?	✓		
Are entrances visually prominent, accessible and recognizable?	✓		
Are higher quality materials continued around building corners or edges that are visible to the public?		✓	
Are a variety of materials used to create contrast, enhance the pedestrian environment and reduce the apparent mass of a building?	✓		
Are elements other than colour used as the dominant feature of a building?	✓		
Public and Private Open Space			
Does public open space promote interaction and movement through the site?			✓
Are public and private open spaces oriented to take advantage of and protect from the elements?			✓
Is there an appropriate transition between public and private open spaces?			✓
Are amenities such as benches, garbage receptacles, bicycle stands and community notice boards included on site?			✓
Site Access			
Is the safe and convenient movement of pedestrians prioritized?	✓		
Are alternative and active modes of transportation supported through the site design?	✓		
Are identifiable and well-lit pathways provided to front entrances?			✓
Do paved surfaces provide visual interest?			✓
Is parking located behind or inside buildings, or below grade?		✓	
Are large expanses of parking separated by landscaping or buildings?	✓		
Are vehicle and service accesses from lower order roads or lanes?	✓		

COMPREHENSIVE DEVELOPMENT PERMIT AREA	YES	NO	N/A
Do vehicle and service accesses have minimal impact on the streetscape and public views?	✓		
Is visible and secure bicycle parking provided in new parking structures and parking lots?	✓		
Environmental Design and Green Building			
Does the proposal consider solar gain and exposure?		✓	
Are green walls or shade trees incorporated in the design?		✓	
Does the site layout minimize stormwater runoff?	✓		
Are sustainable construction methods and materials used in the project?	✓		
Are green building strategies incorporated into the design?		✓	
Decks, Balconies, Rooftops and Common Outdoor Amenity Space			
Are decks, balconies or common outdoor amenity spaces provided?			✓
Does hard and soft landscaping enhance the usability of decks, balconies and outdoor amenity spaces?			✓
Are large flat expanses of roof enhanced with texture, colour or landscaping where they are visible from above or adjacent properties?		✓	
Amenities, Ancillary Services and Utilities			
Are loading, garage, storage, utility and other ancillary services located away from public view?	✓		
Are vents, mechanical rooms / equipment and elevator penthouses integrated with the roof or screened with finishes compatible with the building's design?			✓
Landscape Development and Irrigation Water Conservation			
Does landscaping:	-	-	-
• Compliment and soften the building's architectural features and mitigate undesirable elements?	✓		
• Maintain the dominant pattern of landscaping along the street and surrounding properties?	✓		
• Enhance the pedestrian environment and the sense of personal safety?	✓		
• Screen parking areas, mechanical functions, and garbage and recycling areas?			✓
• Respect required sightlines from roadways and enhance public views?	✓		
• Retain existing healthy mature trees and vegetation?			✓
• Use native plants that are drought tolerant?	✓		
• Define distinct private outdoor space for all ground-level dwellings?			✓
Do any fences and retaining walls create visual interest and enhance the pedestrian environment?		✓	

COMPREHENSIVE DEVELOPMENT PERMIT AREA	YES	NO	N/A
Do parking lots have one shade tree per four parking stalls?	✓		
Does the Landscape Architect's Landscape Water Conservation Report:	-	-	-
<ul style="list-style-type: none"> Meet the requirements for Landscape Water Budget calculations for the landscaped area? 	✓		
<ul style="list-style-type: none"> Indicate how the development complies with or varies from the Landscape Water Conservation Guidelines? 	-	-	-
<i>Landscape Water Conservation Guidelines</i>			
Are plants grouped into "hydro-zones" of high, medium and low or unirrigated / unwatered areas?	✓		
Does at least 25% of the total landscaped area require no irrigation / watering?	✓		
Does at least 25% of the total landscaped area require low water use?	✓		
Does at most 50% of the total landscaped area require medium or high water use?	✓		
Is mulch cover provided for shrubs and groundcover to reduce soil evaporation?	✓		
Do water features such as pools and fountains use recirculated water systems?			✓
Do landscape installation standards meet the requirements of the BC Landscape Standard and / or the Master Municipal Construction Document?	✓		
Are the required written declarations signed by a qualified Landscape Architect?	✓		
<i>Irrigation System Guidelines</i>			
Is the Irrigation Plan prepared by a Qualified Professional?	✓		
Are irrigation circuits grouped into "hydro-zones" of high, medium and low or unirrigated / unwatered areas consistent with the landscaping plan?	✓		
Is drip or low volume irrigation used?	✓		
Are the required written declarations signed by a qualified Certified Irrigation Designer?	✓		
Crime prevention			
Are CPTED practices as related to landscaping, siting, form and exterior design included in the design?			✓
Are building materials vandalism resistant?	✓		
Universal Accessible Design			
Is access for persons with disabilities integrated into the overall site plan and clearly visible from the principal entrance?	✓		
Are the site layout, services and amenities easy to understand and navigate?	✓		
Lakeside Development			
Are lakeside open spaces provided or enhanced?			✓

COMPREHENSIVE DEVELOPMENT PERMIT AREA	YES	NO	N/A
Are lake views protected?			✓
Does lakeside development act as a transition between the lake and inland development?			✓
Signs			
Do signs contribute to the overall quality and character of the development?	✓		
Is signage design consistent with the appearance and scale of the building?			✓
Are signs located and scaled to be easily read by pedestrians?			✓
For culturally significant buildings, is the signage inspired by historical influences?			✓
Lighting			
Does lighting enhance public safety?	✓		
Is "light trespass" onto adjacent residential areas minimized?			✓
Does lighting consider the effect on the façade, neighbouring buildings and open spaces?			✓
Is suitably scaled pedestrian lighting provided?	✓		
Does exterior street lighting follow the International Dark Sky Model to limit light pollution?	✓		

Development Permit DP18-0039



This permit relates to land in the City of Kelowna municipally known as

205 Lougheed Rd

and legally known as

LOT A SECTION 2 TOWNSHIP 23 OSOYOOS DIVISION YALE DISTRICT PLAN KAP84518,

and permits the land to be used for the following development:

2 storey office/warehouse building

and permits the land to be used for the following development

1. The dimensions and siting of the building to be constructed on the land be in accordance with Schedule "A,"
2. The exterior design and finish of the building to be constructed on the land, be in accordance with Schedule "B";
3. Landscaping to be provided on the land be in accordance with Schedule "C";
4. The applicant be required to post with the City a Landscape Performance Security deposit in the form of a "Letter of Credit" in the amount of 125% of the estimated value of the landscaping, as determined by a Registered Landscape Architect;

AND FURTHER THAT the Development has been approved subject to any attached terms and conditions, and to full compliance with the approved plans bearing the stamp of approval and the above described development permit number.

The present owner and any subsequent owner of the above described land must comply with any attached terms and conditions.

AND FURTHER THAT the Development Permit be valid for two (2) years from the date of Council approval, with no opportunity to extend.

Date of Council Decision June 10, 2019

Decision By: CITY COUNCIL

Issued Date: June 11, 2019

Development Permit Area: Industrial

This permit will not be valid if development has not commenced by June 10, 2021.

Existing Zone: I2-General Industrial Future Land Use Designation: Industrial

This is NOT a Building Permit.

In addition to your Development Permit, a Building Permit may be required prior to any work commencing. For further information, contact the City of Kelowna, Development Services Branch.

NOTICE

This permit does not relieve the owner or the owner's authorized agent from full compliance with the requirements of any federal, provincial or other municipal legislation, or the terms and conditions of any easement, covenant, building scheme or agreement affecting the building or land.

Owner: 1135177 B.C.LTD.

Applicant: GTA Architecture Ltd.

Dean Strachan
Suburban and Rural Planning Manager
Community Planning & Strategic Investments

Date

1. SCOPE OF APPROVAL

This Development Permit applies to and only to those lands within the Municipality as described above, and any and all buildings, structures and other development thereon.

This Development Permit is issued subject to compliance with all of the Bylaws of the Municipality applicable thereto, except as specifically varied or supplemented by this permit, noted in the Terms and Conditions below.

The issuance of a permit limits the permit holder to be in strict compliance with regulations of the Zoning Bylaw and all other Bylaws unless specific variances have been authorized by the Development Permit. No implied variances from bylaw provisions shall be granted by virtue of drawing notations that are inconsistent with bylaw provisions and that may not have been identified as required Variances by the applicant or Municipal staff.

2. CONDITIONS OF APPROVAL

- a) The dimensions and siting of the building to be constructed on the land be in accordance with Schedule "A";
- b) The exterior design and finish of the building to be constructed on the land be in accordance with Schedule "B";
- c) Landscaping to be provided on the land be in accordance with Schedule "C"; and
- d) The applicant be required to post with the City a Landscape Performance Security deposit in the form of a "Letter of Credit" in the amount of 125% of the estimated value of the landscaping, as determined by a Registered Landscape Architect.

This Development Permit is valid for two (2) years from the date of June 10, 2019, with no opportunity to extend.

3. PERFORMANCE SECURITY

As a condition of the issuance of this Permit, Council is holding the security set out below to ensure that development is carried out in accordance with the terms and conditions of this Permit. Should any interest be earned upon the security, it shall accrue to the Developer and be paid to the Developer or his or her designate if the security is returned. The condition of the posting of the security is that should the Developer fail to carry out the development hereby authorized, according to the terms and conditions of this Permit within the time provided, the Municipality may use enter into an agreement with the property owner of the day to have the work carried out, and any surplus shall be paid over to the property own of the day. Should the Developer carry out the development permitted by this Permit within the time set out above, the security shall be returned to the Developer or his or her designate. There is filed accordingly:

- a) An Irrevocable Letter of Credit in the amount of **\$64,182.50** or
- b) A certified cheque in the amount of **\$64,182.50**

Before any bond or security required under this Permit is reduced or released, the Developer will provide the City with a statutory declaration certifying that all labour, material, workers' compensation and other taxes and costs have been paid.

4. INDEMNIFICATION

Upon commencement of the works authorized by this Permit the Developer covenants and agrees to save harmless and effectually indemnify the Municipality against:

- a) All actions and proceedings, costs, damages, expenses, claims, and demands whatsoever and by whomsoever brought, by reason of the Municipality said Permit.

All costs, expenses, claims that may be incurred by the Municipality where the construction, engineering or other types of works as called for by the Permit results in damages to any property owned in whole or in part by the Municipality or which the Municipality by duty or custom is obliged, directly or indirectly in any way or to any degree, to construct, repair, or maintain.

**The PERMIT HOLDER is the CURRENT LAND OWNER.
Security shall ONLY be returned to the signatory of the
Landscape Agreement or their designates.**

REPORT TO COUNCIL



Date: June 10th 2019

RIM No. 0940-00

To: City Manager

From: Community Planning Department (AK)

Application: DP19-0083

Owner: 1186856 B.C LTD.

Address: 3220 Hilltown Drive

Applicant: Matthew Isabelle

Subject: Development Permit Application

Existing OCP Designation: MXT – Mixed Use Tourism

Proposed Zone: CD18 – McKinley Beach Comprehensive Resort Development

1.0 Recommendation

THAT Council authorizes the issuance of Development Permit No. DP19-0083 for Lot 13, Section 28, Township 23, ODYD Plan EPP76020, located at 3220 Hilltown, Kelowna, BC subject to the following:

1. The dimensions and siting of the building to be constructed on the land be in accordance with Schedule "A,"
2. The exterior design and finish of the building to be constructed on the land, be in accordance with Schedule "B";
3. Landscaping to be provided on the land be in accordance with Schedule "C";
4. The applicant be required to post with the City a Landscape Performance Security deposit in the form of a "Letter of Credit" in the amount of 125% of the estimated value of the landscaping, as determined by a Registered Landscape Architect;

AND THAT Council's consideration of this Development Permit be considered subsequent to the outstanding conditions of approval as set out in Schedule "A" attached to the Report from the Community Planning Department dated June 10th 2019;

AND THAT the applicant be required to complete the above noted conditions of Council's approval of the Development Permit Application in order for the permits to be issued;

AND FURTHER THAT this Development Permit is valid for two (2) years from the date of Council approval, with no opportunity to extend.

2.0 Purpose

To consider a Development Permit Application related to the form and character of a proposed 24-unit multi-family development.

3.0 Community Planning

Community Planning is recommending that the Development Permit Application for a 24-unit multi-family development be approved. The application meets the Official Community Plan (OCP) Comprehensive Development Permit Area design guidelines and the proposal is compliant with the regulation of the CD18-McKinley Beach Comprehensive Resort Development zone.

The proposed 24-unit development contains 10 duplex buildings and one four-plex. The 1.9 acre hillside site has been designed to maximize lake views to the north and west of the 24 dwellings. The dwellings at the top of the sloping site are two stories and have a walkout basement with garages. The proposed units located on the lower areas of the site are one level in height as measured from the internal lane with garages and living areas located on this main level and also have walkout basements. Outdoor living space is provided through the use of at grade patio areas and deck space.

The streetscapes within the application are designed to have a distinct variety of home types, color schemes, material palettes, garage door styles and street landscaping in order to create unique and identifiable homes for residents. The exterior design of the homes is modernist with flat roofs or low sloped roofs. Exterior materials are stucco, brick, fiber cement and metal panels. There are 9 color and materials combinations for the 11 buildings. Each color palette uses natural colors found on the site – the blond grasses, the greys of the natural granite stone and the browns of the tree trunks were the inspiration for all the 9 building color palettes.

4.0 Proposal

4.1 Background

The subject property is a vacant lot recently created by subdivision as part of the 'Hilltown' phase of the McKinley Beach development. The property owner is applying to develop 24 units of semi-detached housing on the vacant lot. The property is located within the Comprehensive Development Permit Area which means development on the site is subject to the urban design development permit guidelines found in Chapter 14 of the Official Community Plan.

4.2 Project Description

The proposed development consists of one fourplex and 10 duplexes. The size of the dwellings range from 1500sqft 2 bedroom units to 1780 sqft 3 bedroom units.

The proposed fourplex is three storeys in height including the walk-out basement. The front facade of the building provides a range of depth and mix of building materials. The materials used for the fourplex and duplexes include a variety of hardie panels, metal panels, brick, and asphalt shingles. The chosen materials offer consistency in design with the existing development of McKinley Beach.

The proposed duplexes have four main designs; all of the duplexes have a modern design with slight variations meant to create diversity to the project. The duplex known as building type A is two storeys in height plus a walkout basement, it has a large deck located above the double car garage and a flat roof. The type B duplex has one storey plus walk-basement and a 'butterfly' style roof. The type C duplex is two storeys in height plus walkout basement with a low sloped roof. The type D duplex is one storey as

measured from the internal road plus a walkout basement and has a shed style roof. All units have double garages, a large amount of windows, decks or patios, and various building articulations.

The buildings are proposed to be terraced into the hillside and accessed by internal laneways. Retaining walls varying in height from 1.2m to 4.0m are required to create level building areas. The proposed retaining walls are located near the west property line which is adjacent the natural sloped area therefore the retaining walls will not be highly visible from the surrounding street or private properties.

The total proposed building footprint covers 30% of site, the overall lot coverage including lanes and hard surfaced walkways and patios is 66 % the remaining 34% of the property is proposed to be landscaped. The proposed landscaping meets the requirements for the city of Kelowna and landscaping standards. The landscaping plan includes a combination of 83 trees, 144 shrubs, 195 perennials and native grass throughout the site.

The proposed development meets the parking requirements as each dwelling unit has a total of two parking spaces, with the development as a whole providing a total of ten visitor stalls located off the internal laneways. There is pedestrian access to the park/natural area to the west the site via the internal roadway. A rendering showing the proposed building types is attached below:



4.3 Site Context

The subject property is located on Hilltown Drive in the McKinley Beach neighbourhood. The subject property and the surrounding area are designated Mixed Use Tourism (MXT) in the OCP. The subject property and the surrounding area are zoned CD18. The purpose of this zone is meant to provide for a development of comprehensively planned multifaceted destination community having a variety of commercial and accommodation uses organized around a central lifestyle village. The adjacent area to the

west of the site designated as Park in the OCP and Zoned P3 and has been retained as a naturally treed slope with trail potential.

Specifically, adjacent land uses are as follows:

Orientation	Zoning	Land Use
North	CD18 - McKinley Beach Comprehensive Resort Development	MXT- Mixed Use Tourism
East	CD18 - McKinley Beach Comprehensive Resort Development	MXT- Mixed Use Tourism
South	CD18 - McKinley Beach Comprehensive Resort Development	MXT- Mixed Use Tourism
West	P3 – Parks and Open Space	PARK - Park

Subject Property Map:



5.0 Current Development Policies

5.1 Kelowna Official Community Plan (OCP)

The proposed development is compatible with the objectives of the Comprehensive Development Permit area and meets the Development Permit Guidelines found in Section 14 of the OCP. Specifically, the development provides for a high urban design standard. The development incorporates many of the design guidelines found in Section 14.3 of the OCP including incorporating materials that relate to the character and context of the surrounding neighborhood; provides outdoor spaces through the use of large balconies; is sensitive to and compatible with the massing of the future streetscape; includes wall projections and indentations, windows and siding treatments as well as varied material textures to create visual interest and to articulate building facades; and uses exterior building materials selected for their functional and aesthetic quality.

Technical Comments Technical Comments

5.2 Building & Permitting Department

- 1) Development Cost Charges (DCC's) are required to be paid prior to issuance of any Building Permit(s).
- 2) Placement permits are required for any sales or construction trailers that will be on site. The location(s) of these are to be shown at time of development permit application.
- 3) HPO (Home Protection Office) approval or release is required at time of Building Permit application.
- 4) A Hoarding permit may be required and protection of the public from the staging area and the new building area during construction.
- 5) Permit is required for the over height retaining walls since the walls support the townhomes/ roads if not done as part of the subdivision design.
- 6) The Geotechnical Engineer / Civil Engineers of record must design and inspect to accommodate the roof water and perimeter drainage for each dwelling as part of the building permit. Please provide drawings and schedules at time of building permit application.
- 7) A Building Code analysis is required for the structure at time of building permit applications, but the following items may affect the form and character of the building(s):
 - a. Any alternative solution must be accepted by the Chief Building Inspector prior to the release of the Building Permit
 - b. Location, Heights, Colors of mechanical systems and the required screening are to be determined at time of DP
 - c. Furnace & Hot water tanks must be located in conditioned space / frost protected and not in the unprotected garage space. Floor plans and frost walls to be redesigned to accommodate. Please provide at time of building permit application.
 - d. Glass panel garage doors and all other garage doors to meet the requirements of BCBC 18 for minimum rsi values. Please provide at time of building permit application
 - e. Glass guardrails will require structural engineering from supplier at time of building permit application
- 8) A Geotechnical report is required to address the sub soil conditions and site drainage at time of building permit application. Minimum building elevations are required to be established prior to the release of the Development Permit. If a soil removal or deposit permit is required, this must be provided at time of Development Permit application.
- 9) Full Plan check for Building Code related issues will be done at time of Building Permit applications. Please indicate how the requirements of Radon mitigation and NAFS are being applied to this complex at time of permit application.

5.3 Development Engineering Department

- 1) All the offsite infrastructure and services upgrades are addressed in the Rezoning Engineering Report under S17-0014.

6.o Application Chronology

Date of Application Received: March 19th 2019

Date Public Consultation Completed: N/A

Prepared by: Alex Kondor, Planning Specialist

Approved for Inclusion: Dean Strachan, Suburban and Rural Planning Manager

Attachments:

Draft Development Permit DP19-0083

Schedule A – Site Plan

Schedule B – Elevations

Schedule C – Landscape Plan

Schedule D – Site Renderings

Attachment 1: Hilltown Dr, 3220, DP19-0083

Development Permit DP19-0083



This permit relates to land in the City of Kelowna municipally known as:

3220 Hilltown Drive

and legally known as:

Lot 13, Section 28, Township 23, ODYD Plan EPP76020

and permits the land to be used for the following development:

Multiple dwelling housing

The present owner and any subsequent owner of the above described land must comply with any attached terms and conditions.

Date of Council Decision June 10th 2019

Decision By: COUNCIL

Development Permit Area: Comprehensive Development Permit Area

This permit will not be valid if development has not commenced by June 10th, 2021.

Existing Zone: CD18 Future Land Use Designation: MXT – Mixed use Tourism

This is NOT a Building Permit.

In addition to your Development Permit, a Building Permit may be required prior to any work commencing. For further information, contact the City of Kelowna, Development Services Branch.

NOTICE

This permit does not relieve the owner or the owner's authorized agent from full compliance with the requirements of any federal, provincial or other municipal legislation, or the terms and conditions of any easement, covenant, building scheme or agreement affecting the building or land.

Owner: 1186856 B.C LTD.

Applicant: Matthew Isabelle

Terry Barton
Development Planning Department Manager

Date

1. SCOPE OF APPROVAL

This Development Permit applies to and only to those lands within the Municipality as described above, and any and all buildings, structures and other development thereon.

This Development Permit is issued subject to compliance with all of the Bylaws of the Municipality applicable thereto, except as specifically varied or supplemented by this permit, noted in the Terms and Conditions below.

The issuance of a permit limits the permit holder to be in strict compliance with regulations of the Zoning Bylaw and all other Bylaws unless specific variances have been authorized by the Development Permit. No implied variances from bylaw provisions shall be granted by virtue of drawing notations that are inconsistent with bylaw provisions and that may not have been identified as required Variances by the applicant or Municipal staff.

2. CONDITIONS OF APPROVAL

- a) The dimensions and siting of the building to be constructed on the land be in accordance with Schedule "A";
- b) The exterior design and finish of the building to be constructed on the land be in accordance with Schedule "B";
- c) Landscaping to be provided on the land be in accordance with Schedule "C"; and
- d) The applicant be required to post with the City a Landscape Performance Security deposit in the form of a "Letter of Credit" in the amount of 125% of the estimated value of the landscaping, as determined by a Registered Landscape Architect.

This Development Permit is valid for two (2) years **from the date of Council approval**, with no opportunity to extend.

3. PERFORMANCE SECURITY

As a condition of the issuance of this Permit, Council is holding the security set out below to ensure that development is carried out in accordance with the terms and conditions of this Permit. Should any interest be earned upon the security, it shall accrue to the Developer and be paid to the Developer or his or her designate if the security is returned. The condition of the posting of the security is that should the Developer fail to carry out the development hereby authorized, according to the terms and conditions of this Permit within the time provided, the Municipality may use enter into an agreement with the property owner of the day to have the work carried out, and any surplus shall be paid over to the property own of the day. Should the Developer carry out the development permitted by this Permit within the time set out above, the security shall be returned to the Developer or his or her designate. There is filed accordingly:

- a) An Irrevocable Letter of Credit in the amount of **125% of the estimate landscape costs (TBD)**

Before any bond or security required under this Permit is reduced or released, the Developer will provide the City with a statutory declaration certifying that all labour, material, workers' compensation and other taxes and costs have been paid.

5. INDEMNIFICATION

Upon commencement of the works authorized by this Permit the Developer covenants and agrees to save harmless and effectually indemnify the Municipality against:

- a) All actions and proceedings, costs, damages, expenses, claims, and demands whatsoever and by whomsoever brought, by reason of the Municipality said Permit.

All costs, expenses, claims that may be incurred by the Municipality where the construction, engineering or other types of works as called for by the Permit results in damages to any property owned in whole or in part by the Municipality or which the Municipality by duty or custom is obliged, directly or indirectly in any way or to any degree, to construct, repair, or maintain.

**The PERMIT HOLDER is the CURRENT LAND OWNER.
Security shall ONLY be returned to the signatory of the
Landscape Agreement or their designates.**



Consultant

Issue		
No.	Date	Revisions

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Project
McKINLEY BEACH
COMMUNITY
LOT 13
By MJJ Contracting
KELOWNA, BRITISH COLUMBIA

Project Number
1708

Drawing

SITE SECTIONS

Draw By: _____ Date: _____
MB Feb. 4, 2019
Checked By: _____ Date: _____
Scale: _____ Plot Scale: _____
As Shown 1:1

Drawing No

A1.1

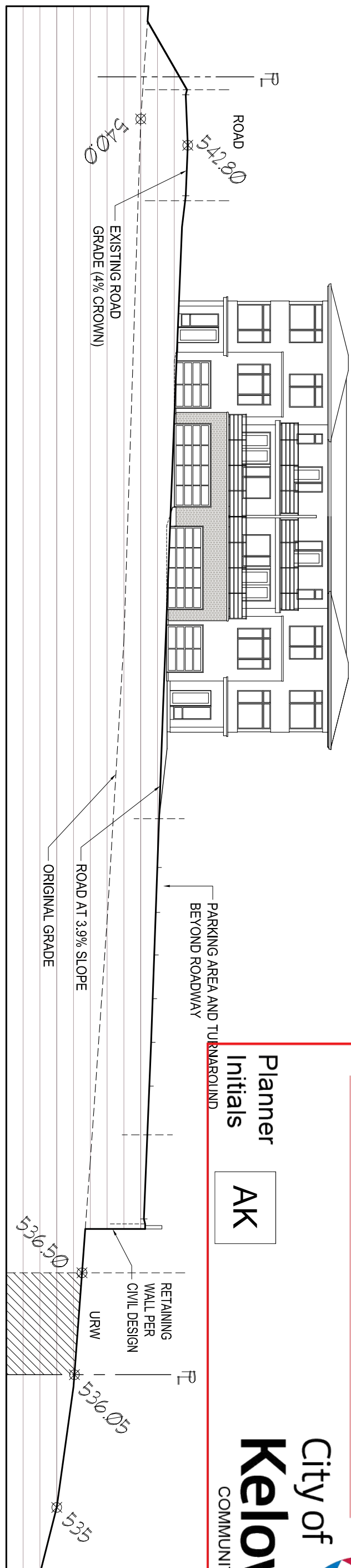
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DP19-0083

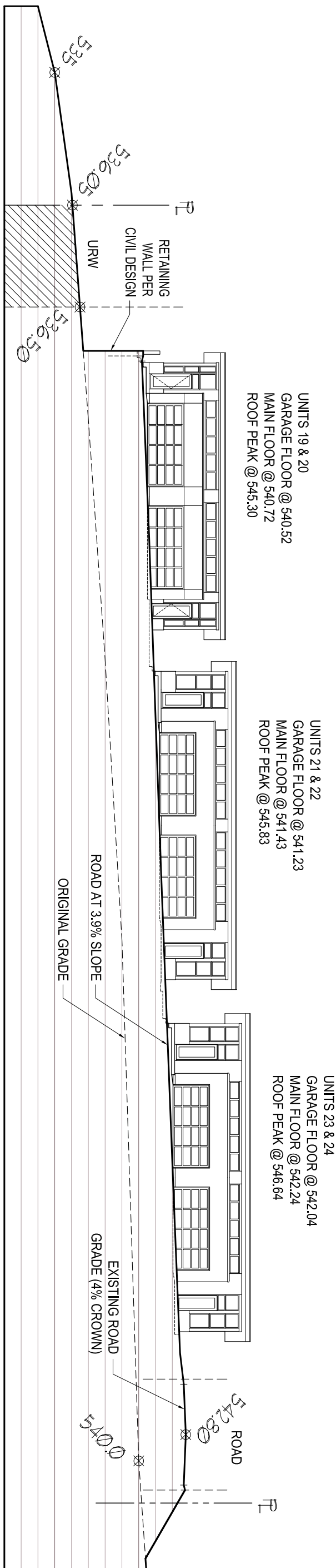
Planner Initials
AK



City of Kelowna
COMMUNITY PLANNING



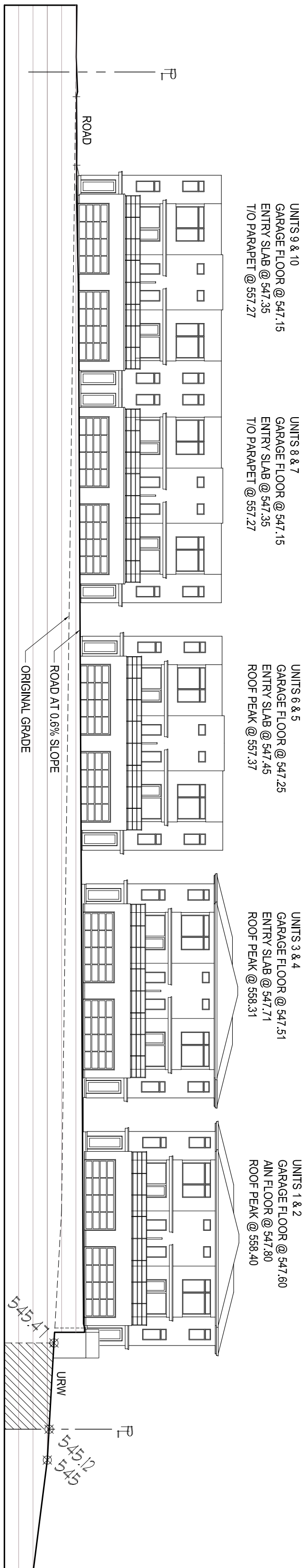
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NORTH ROAD - R2 (LOOKING TO THE NORTH)

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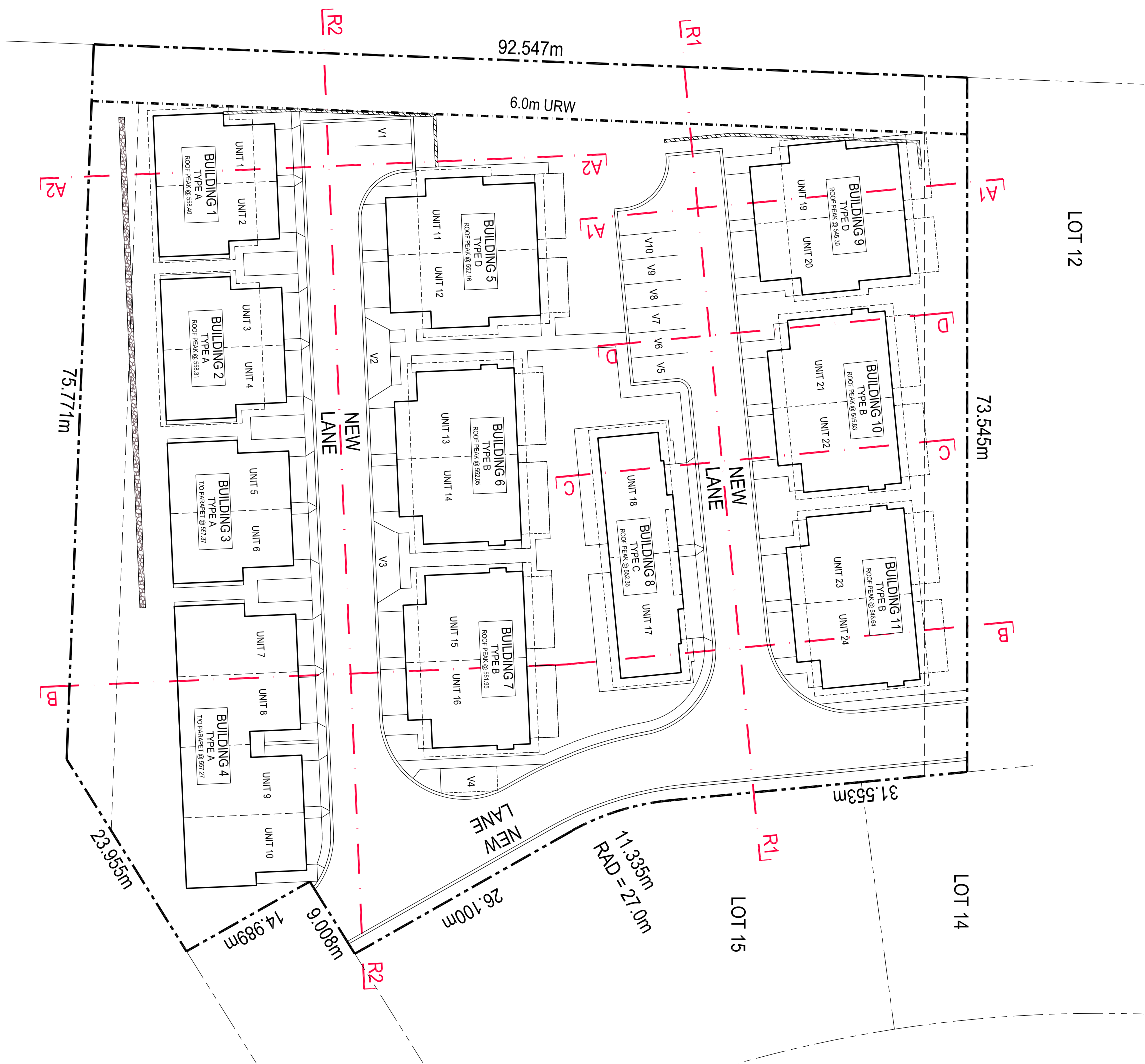
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SOUTH ROAD - R1 (LOOKING TO THE SOUTH)

1 SITE SECTION KEY PLAN

A1.1 SCALE = 1 : 400



3 SITE SECTIONS THROUGH SOUTH ROAD - EAST / WEST

A1.1 SCALE = 1 : 250

SCHEDULE

B

This forms part of application
DP19-0083

City of Kelowna

COMMUNITY PLANNING

Planner Initials

AK

JENKINS ARCHITECTURE

200, 100 - 1 AVENUE NE

CALDER, ALBERTA, CANADA T2M 1P7

PHONE (403) 255-0605



Consultant		
No.	Date	Revision
1	Feb. 28/19	DP Application

Issue		
No.	Date	Revision
1	Feb. 28/19	DP Application

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McKINLEY BEACH COMMUNITY

LOT 13

By MJF Contracting

KELOWNA, BRITISH COLUMBIA

Project Number

1708

Drawing

EXTERIOR ELEVATIONS BLDG TYPE A (SLOPED ROOF)

Drawn By: RK

Checked By:

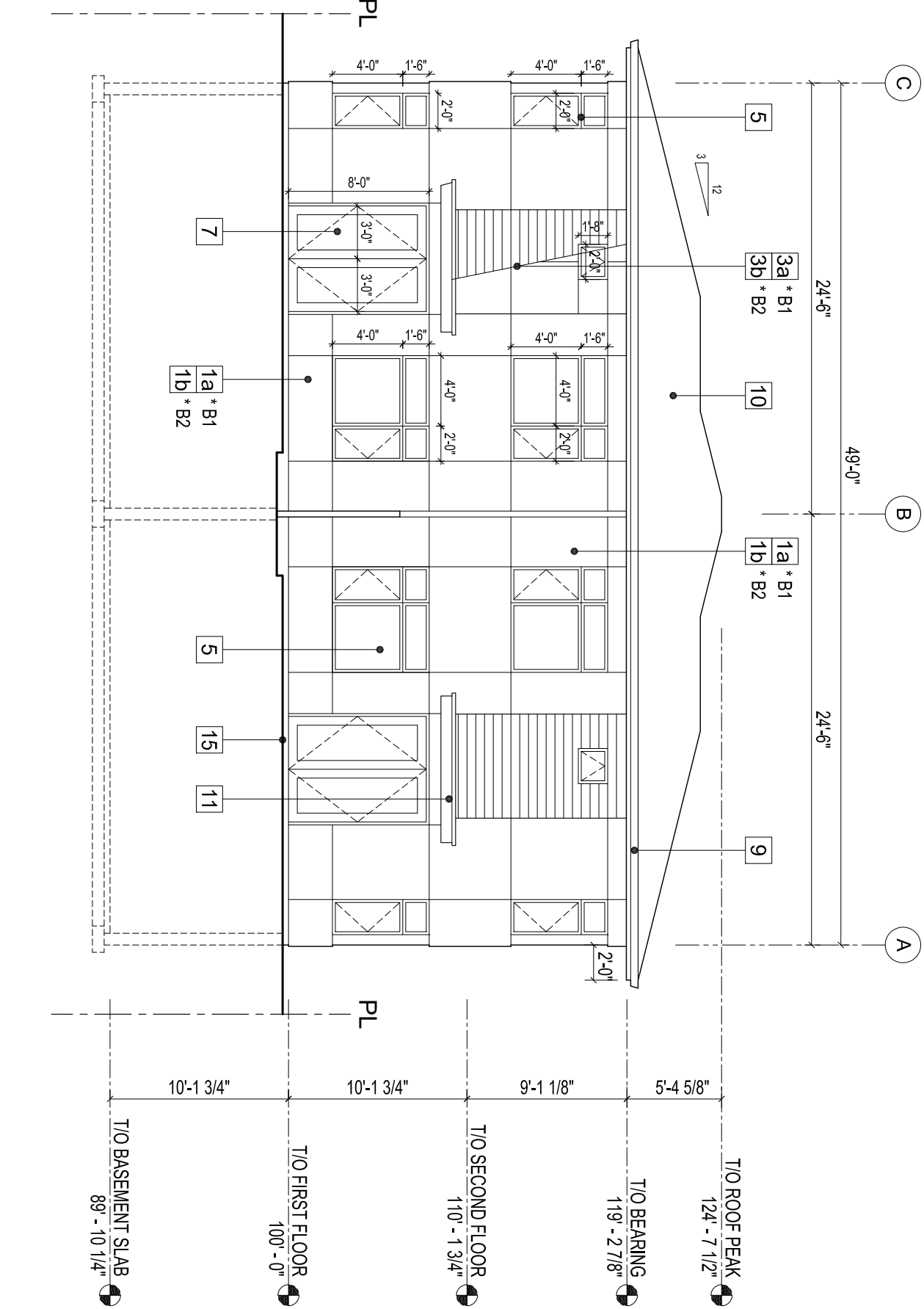
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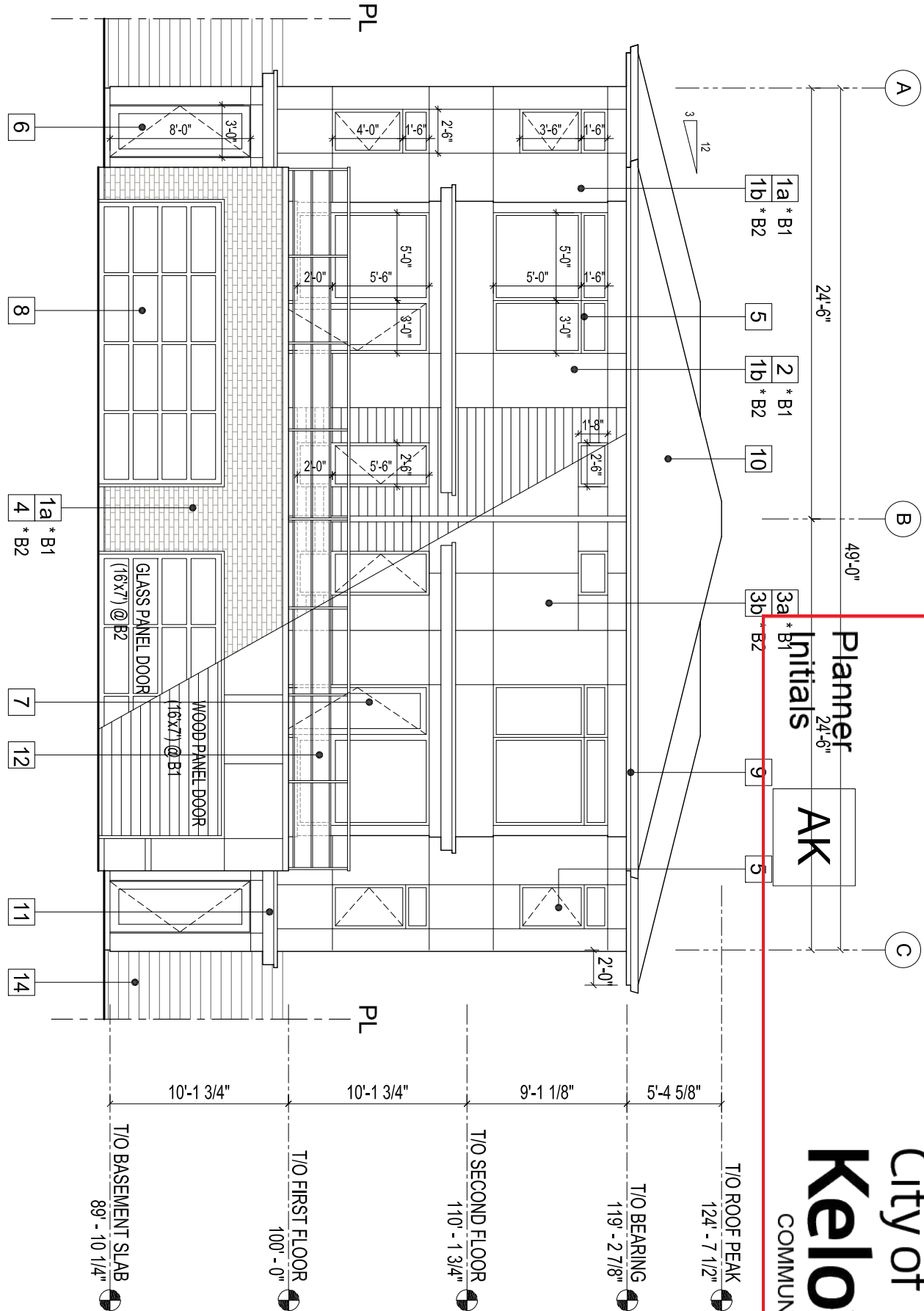
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Drawing No.

A4.1a



2 BLDG TYPE A - SLOPED ROOF
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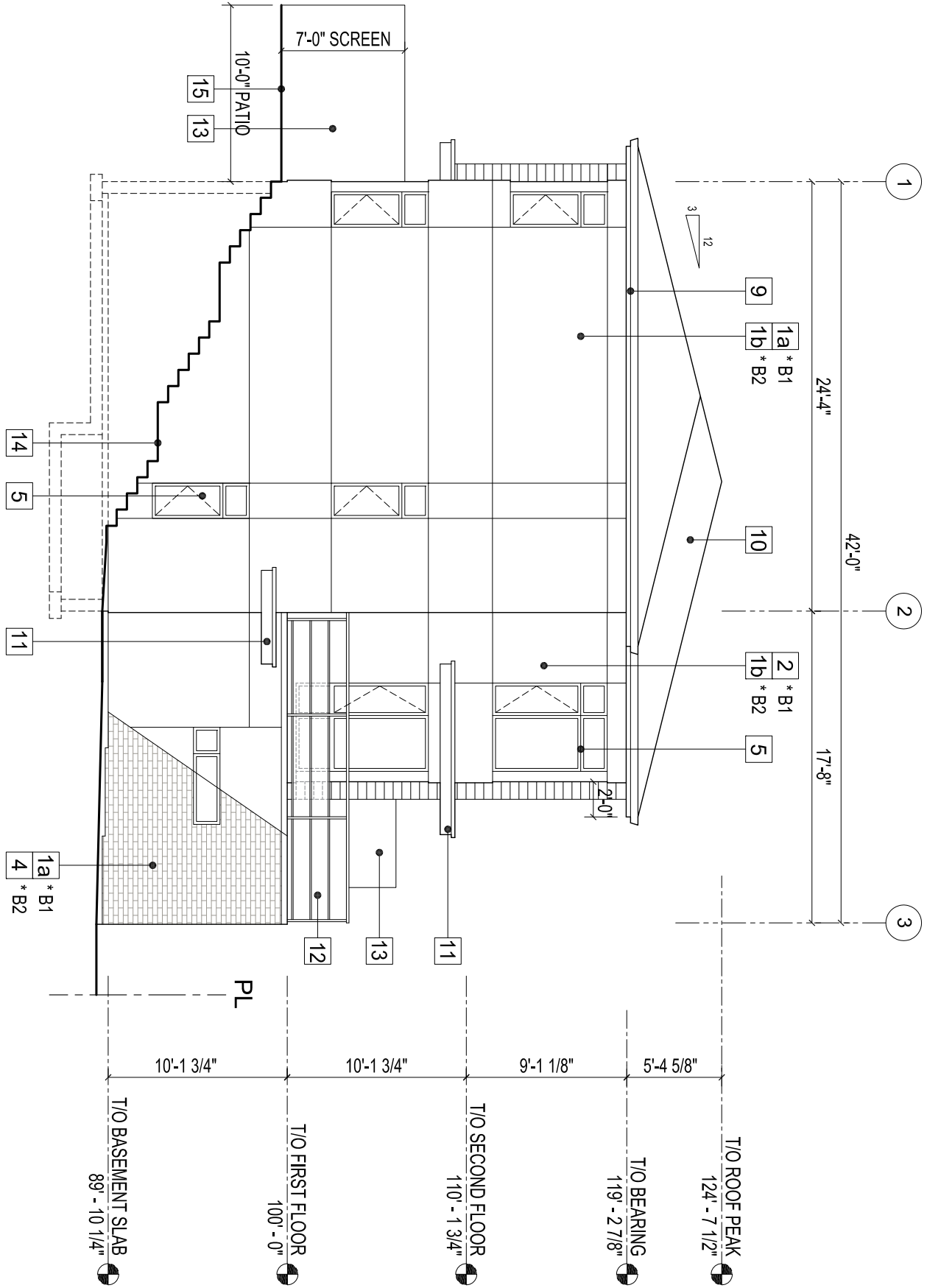
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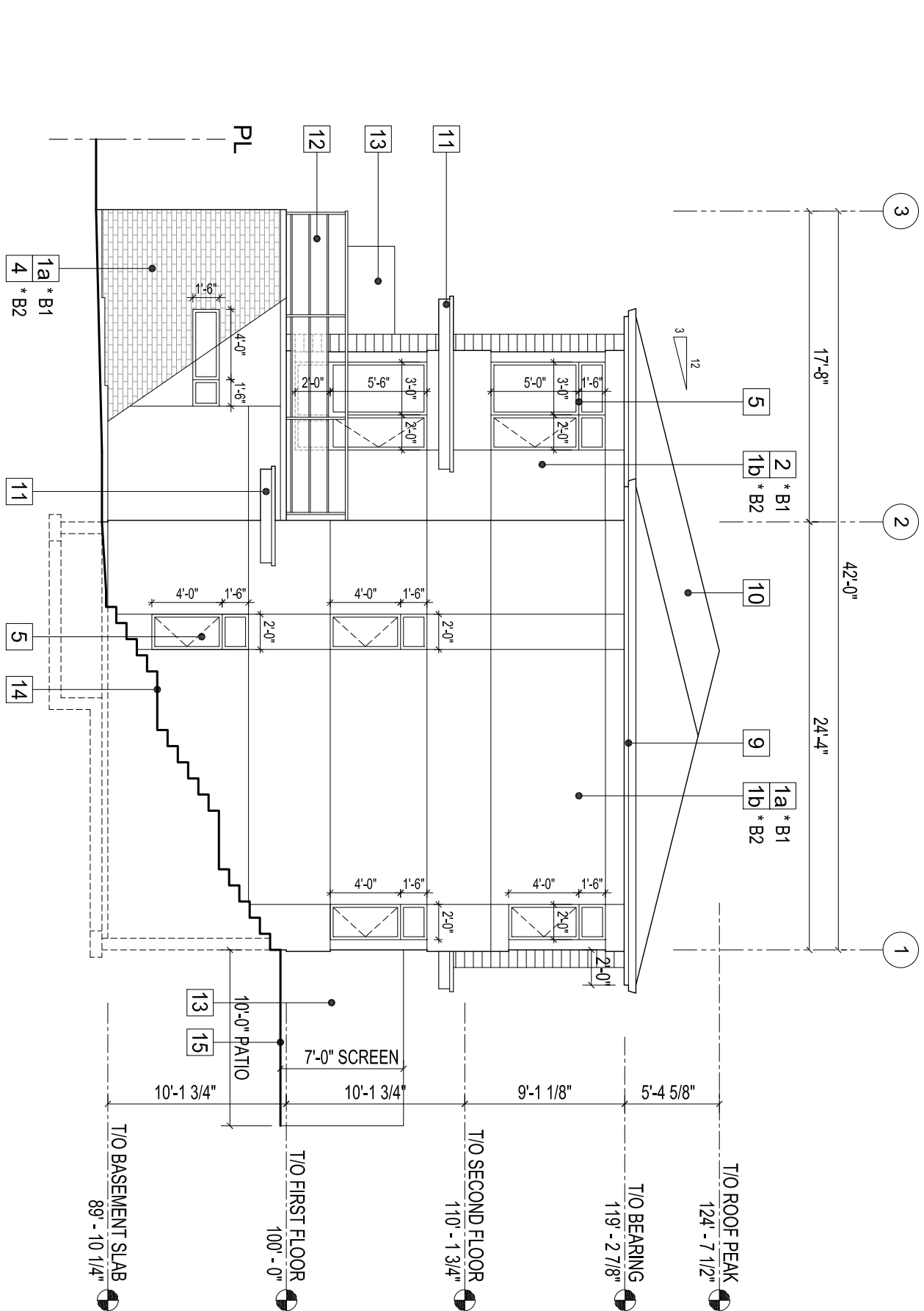
5 BLDG TYPE A - SLOPED ROOF
3D MODELS
A4.1a NTS



Exterior Finish Schedule	
1a	PRE-FINISHED CEMENT FIBRE PANELS - AGED PEWTER
1b	PRE-FINISHED CEMENT FIBRE PANELS - COBBLE STONE
2	ACRYLIC STUCCO - BM 2140-90 GRAY HORSE
3a	PRE-FINISHED METAL PANELS - DARK CHARCOAL GREY
3b	WOOD FINISHED METAL CLADDING - MEDIUM BROWN
4	METALLIC WASHED BRICK - HEBRON "OPUS"
5	METAL CLAD VINYL WINDOWS
6	INSULATED ENTRY DOOR W/ GLAZING
7	INSULATED PATIO DOORS W/ GLAZING
8	INSULATED OVERHEAD DOOR
9	8" PRE-FINISHED METAL FASCIA - GREY
10	ASPHALT SHINGLES - DUAL GREY (SOFFIT TO MATCH SIDING)
11	ENTRY CANOPY (SOFFIT TO MATCH SIDING)
12	GLASS GUARD RAIL
13	WOOD CLAD PRIVACY SCREEN
14	SITE RISERS PER LANDSCAPE DRAWINGS
15	AT GRADE PATIO
16	BALCONY



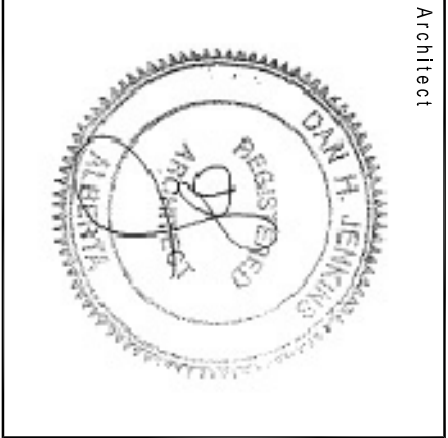
4 BLDG TYPE A - SLOPED ROOF
EAST SIDE ELEVATION
A4.1a SCALE: 1/8" = 1'-0"



3 BLDG TYPE A - SLOPED ROOF
WEST SIDE ELEVATION
A4.1a SCALE: 1/8" = 1'-0"

JENKINS ARCHITECTURE

20A, 100 - 1 AVENUE NE
CALGARY, ALBERTA, CANADA T2E 2Y7
PHONE: (403) 255-0665



Consultant

Issue	Date	Revisions
1	Feb. 28/19	1P Application

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Project

McKINLEY BEACH
COMMUNITY
LOT 13
By MJT Contracting
KELOWNA, BRITISH COLUMBIA

Project Number

1708

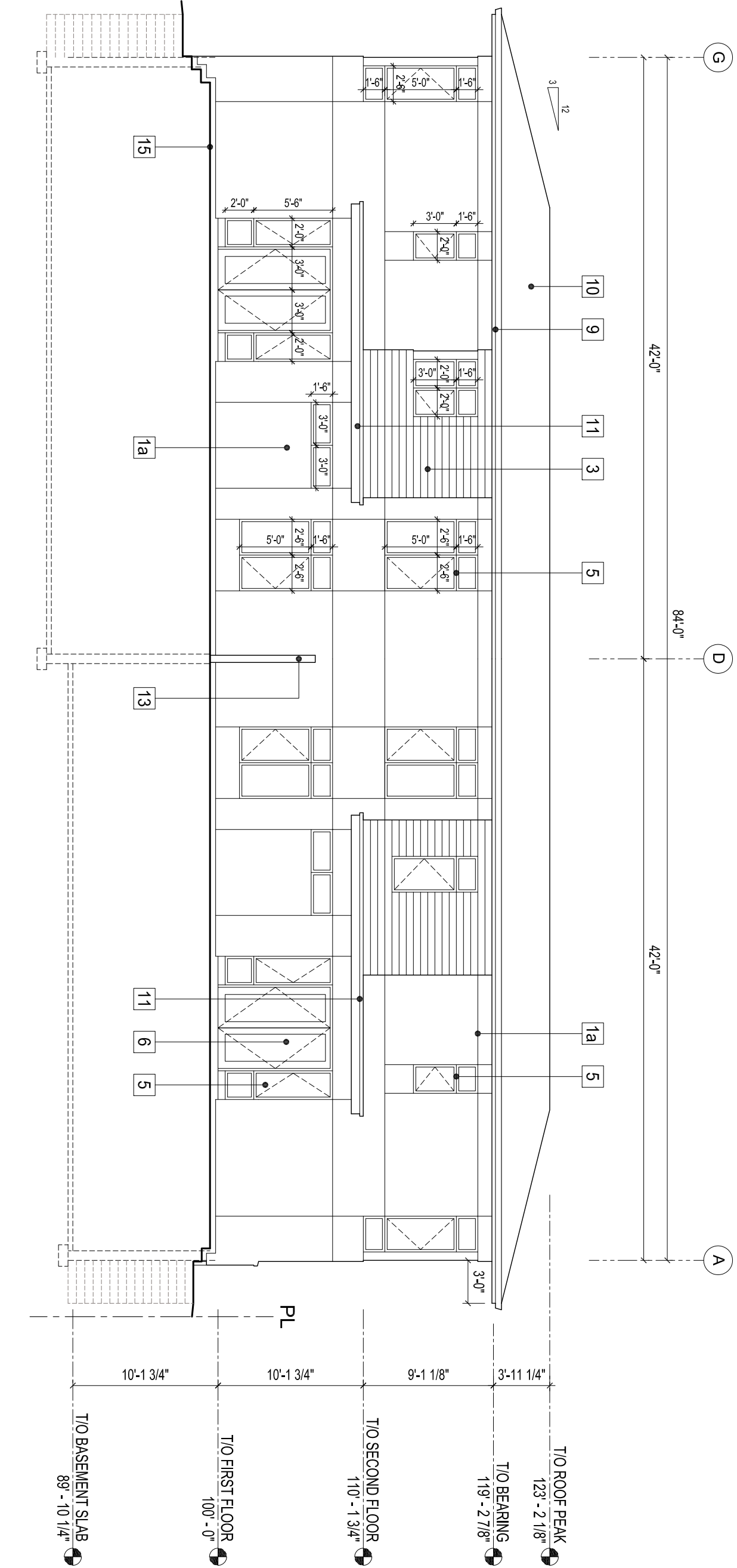
Drawing

EXTERIOR
ELEVATIONS
BUILDING
TYPE C

Drawn By: RK
Checked By: Date: Feb. 28, 2019
Scale: Plot Scale: 1:1
As Shown

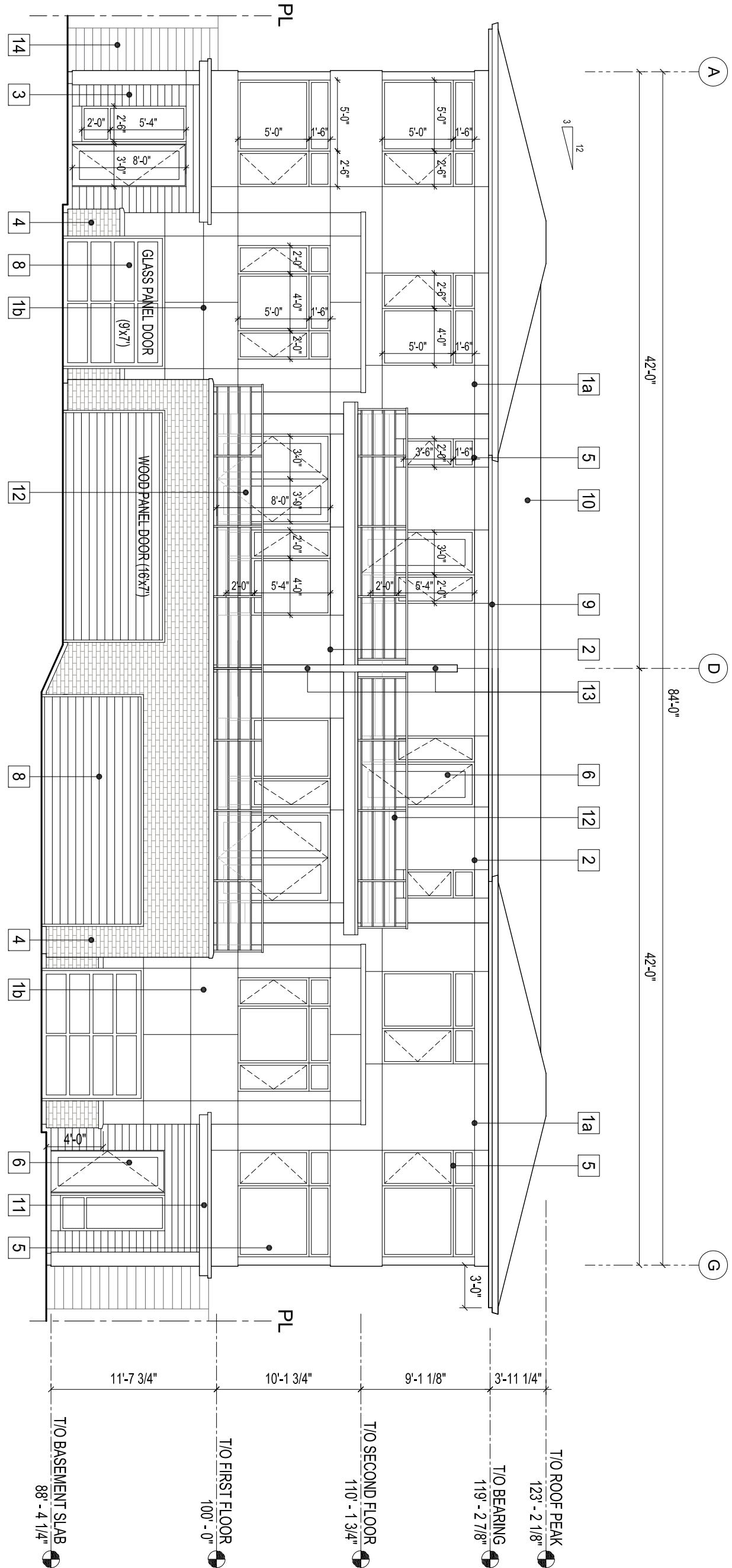
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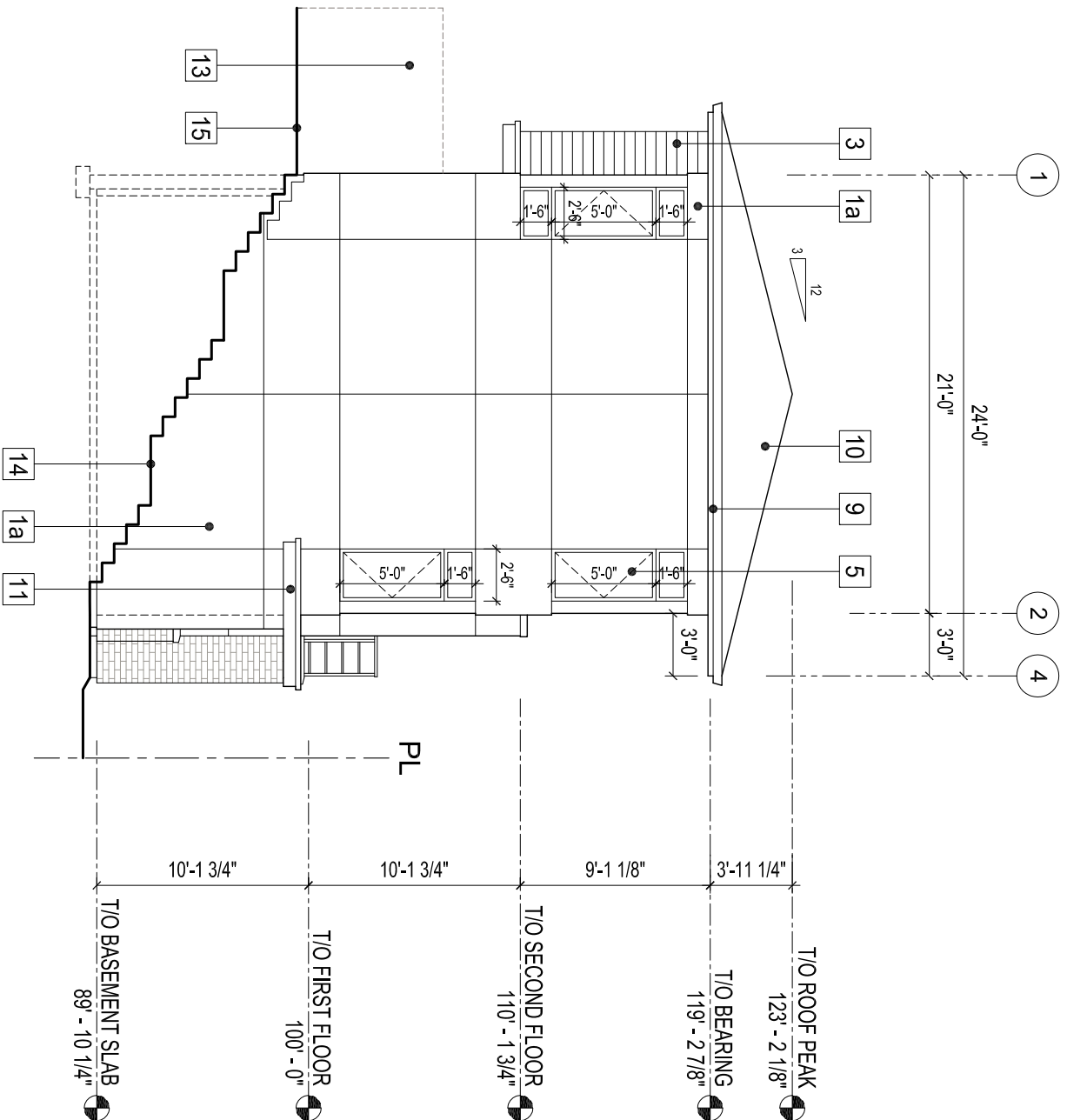
BUILDING TYPE C
FRONT ELEVATION

A4.3 SCALE: 1/8" = 1'-0"



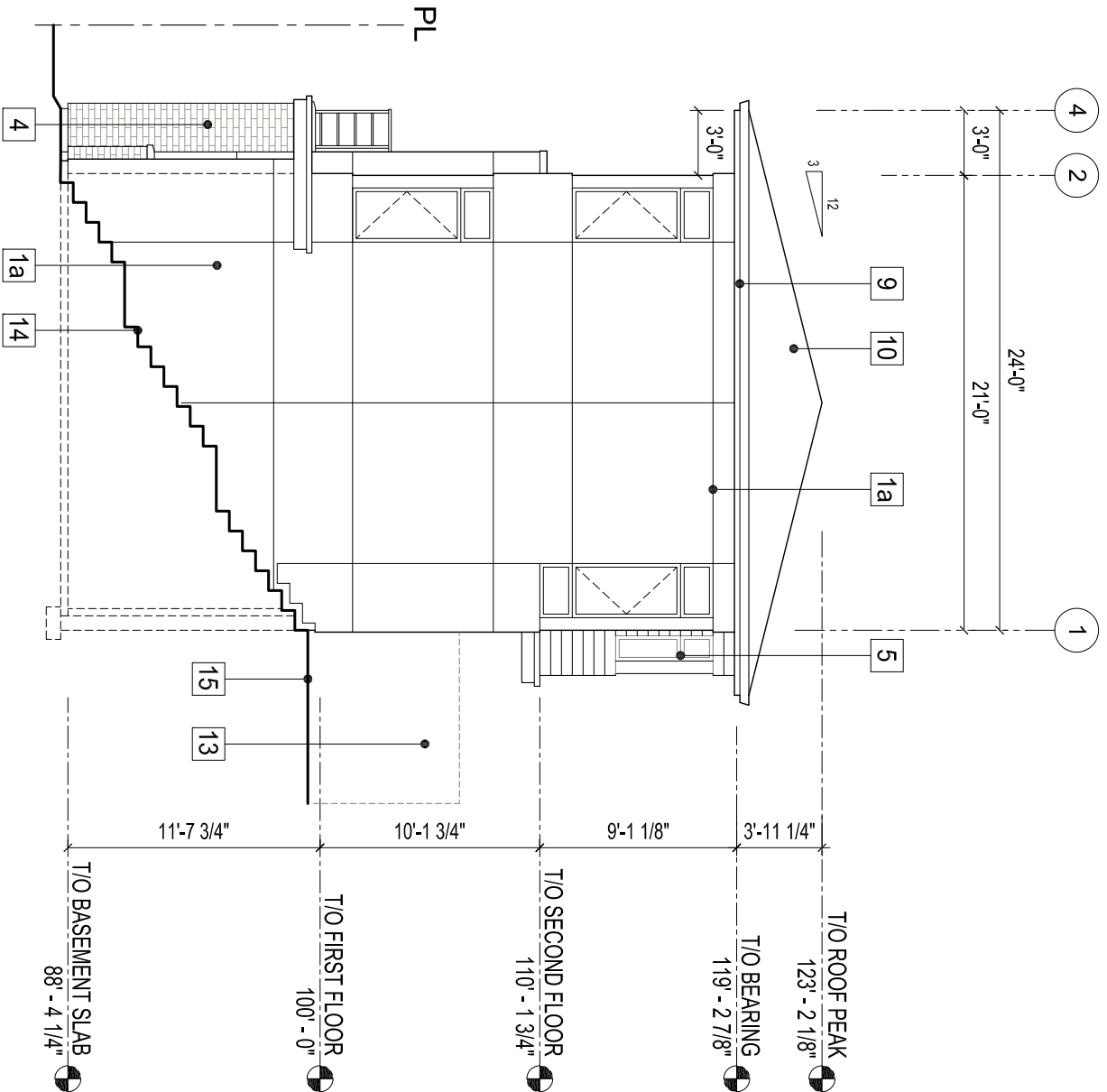
BUILDING TYPE C
3D MODEL

A4.3 NTS



BUILDING TYPE C
EAST SIDE ELEVATION

A4.3 SCALE: 1/8" = 1'-0"



BUILDING TYPE C
WEST SIDE ELEVATION

A4.3 SCALE: 1/8" = 1'-0"

Exterior Finish Schedule	
1a	PRE-FINISHED CEMENT FIBRE PANELS - COBBLE STONE
1b	PRE-FINISHED CEMENT FIBRE PANELS - ARCTIC WHITE
2	ACRYLIC STUCCO - BM OC-544 OVERCOAT
3	WOOD FINISHED METAL CLADDING - MEDIUM BROWN
4	METALLIC WASHED BRICK - HEBRON 'OPUS'
5	METAL CLAD VINYL WINDOWS
6	INSULATED ENTRY DOOR W/ GLAZING
7	INSULATED PATIO DOORS W/ GLAZING
8	INSULATED OVERHEAD DOOR
9	8" PRE-FINISHED METAL FASCIA - GREY
10	ASPHALT SHINGLES - DUAL GREY (SOFFIT TO MATCH SIDING)
11	ENTRY CANOPY (SOFFIT TO MATCH SIDING)
12	GLASS GUARD RAIL
13	WOOD CLAD PIV/AC SCREEN
14	SITE RISERS PER LANDSCAPE DRAWINGS
15	AT GRADE PATIO
16	BALCONY

* COLOURS PER COLOUR BOARDS



Issue		
No.	Date	Revisions
1	Feb. 28/19	DP Application

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Project
MCKINLEY BEACH
COMMUNITY

By MJI Contracting
KELOWNA, BRITISH COLUMBIA

Project Number
1708

Drawing

EXTERIOR
ELEVATIONS
BUILDING
TYPE D

Draw By:	Date:
RK	Feb. 28, 201
Checked By:	Date:

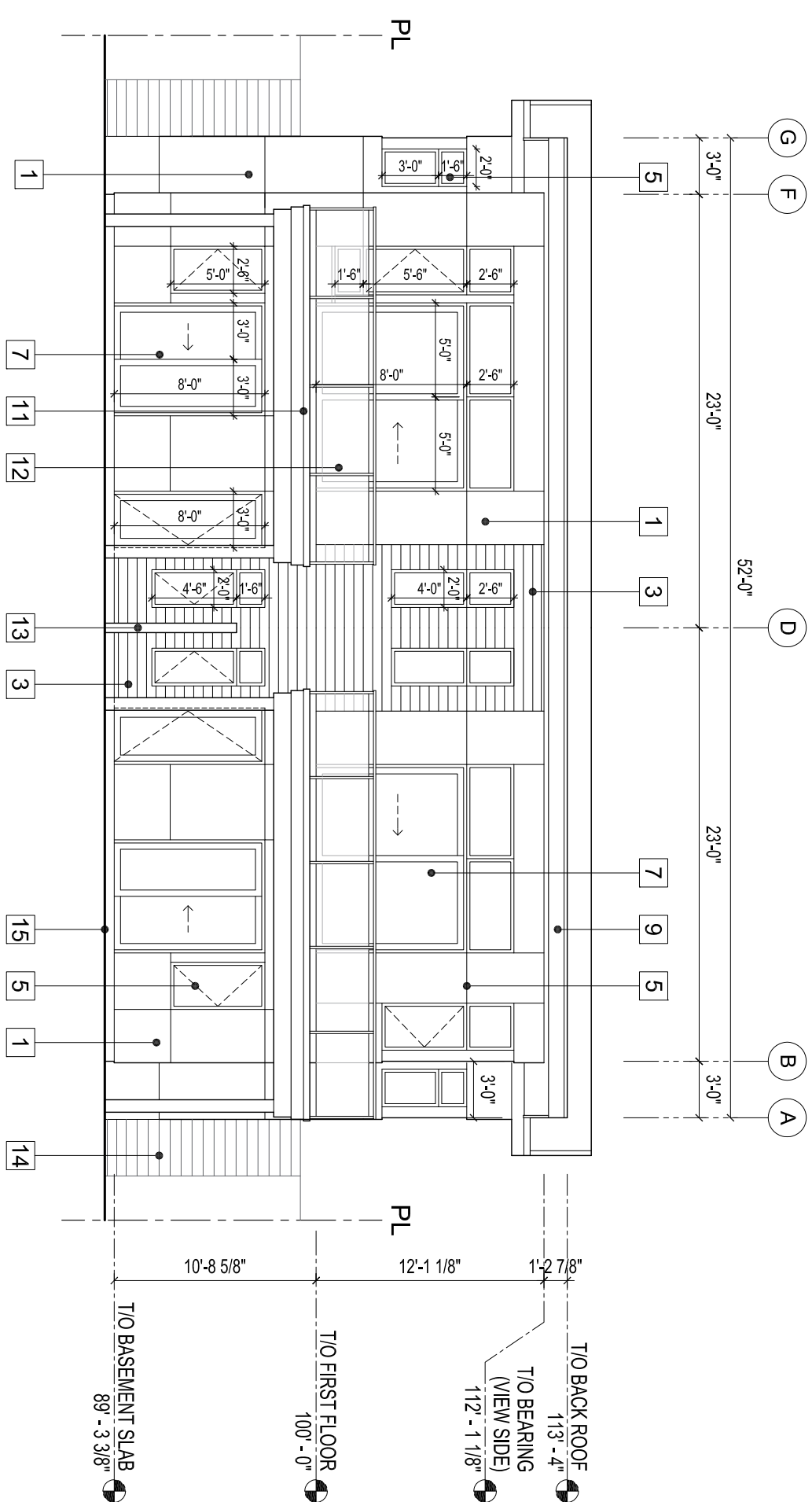
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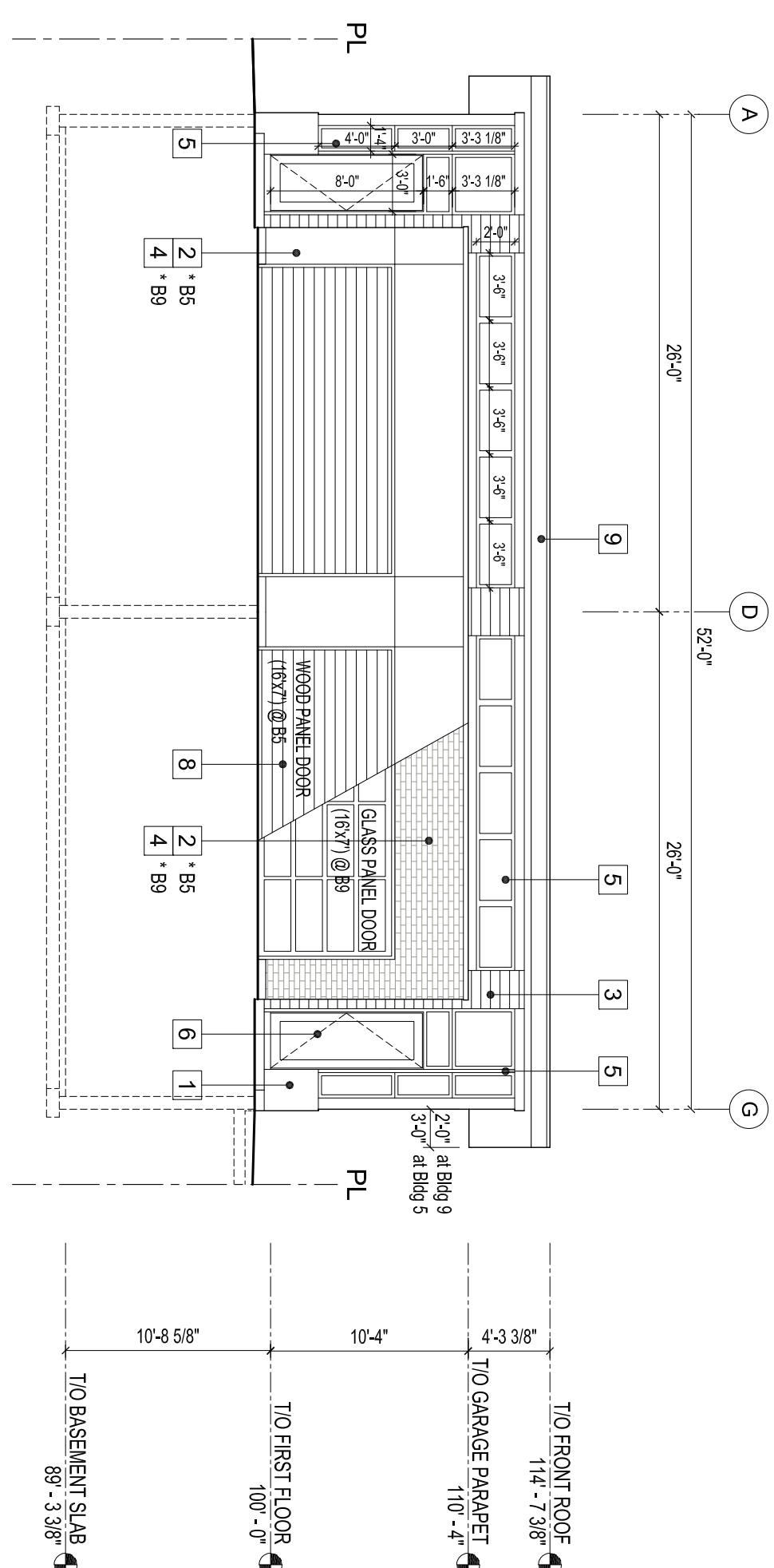


5	BUILDING TYPE D 3D MODELS
A4.4	NTS



2
**BUILDING TYPED
REAR ELEVATION**

A4.4
SCALE: 1/8" = 1'-0"



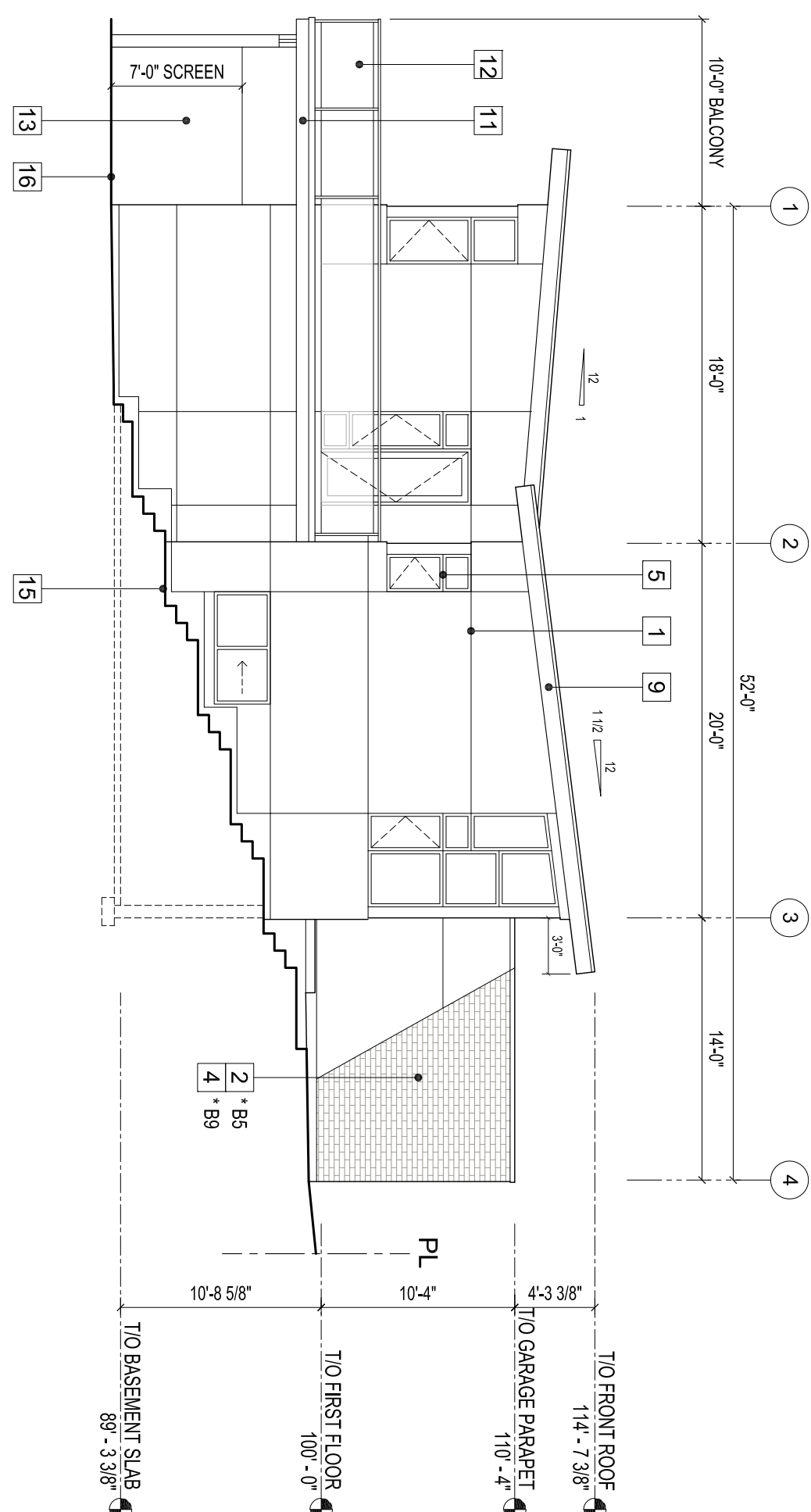
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BUILDING TYPE D
FRONT ELEVATION

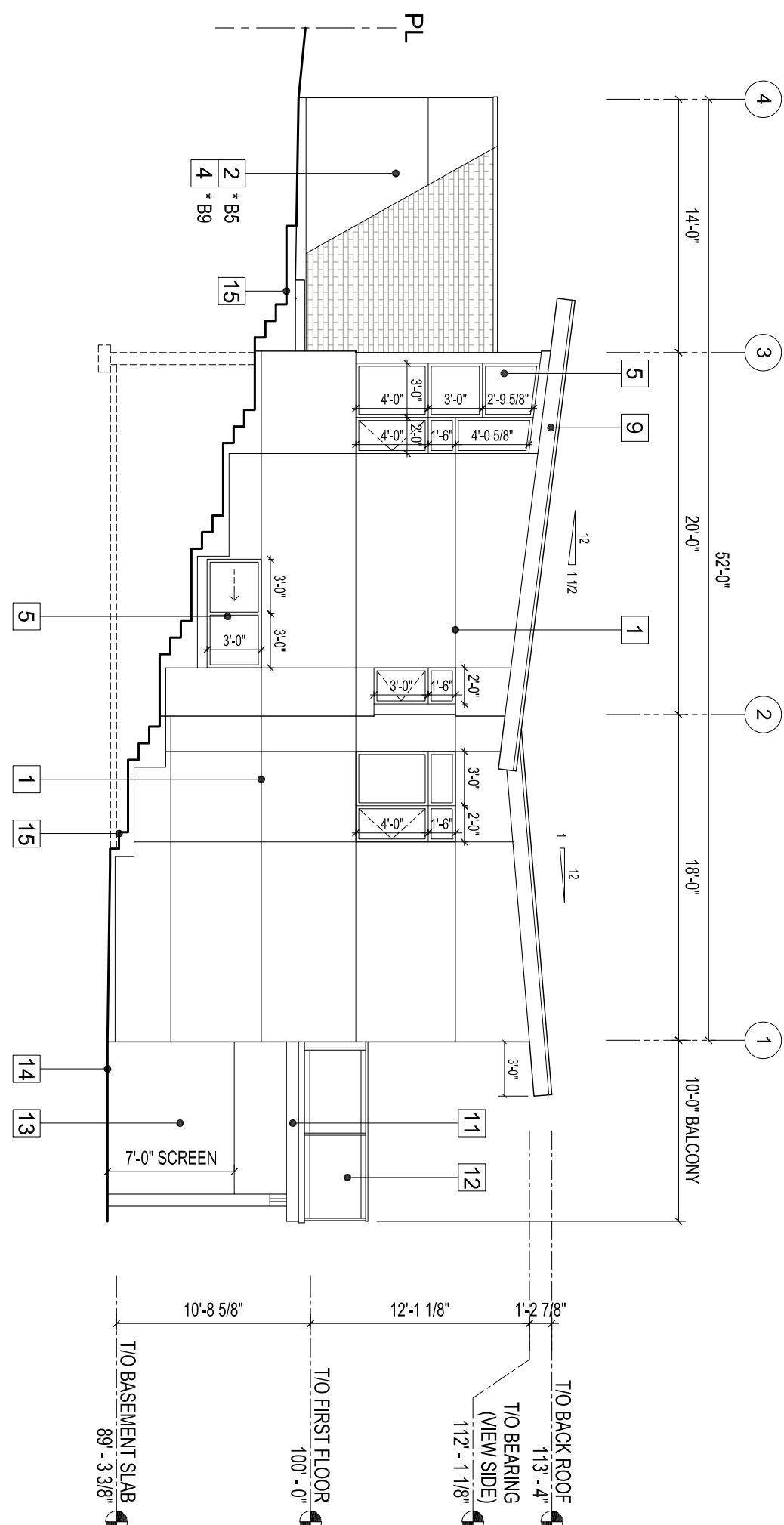
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Exterior Finish Schedule	
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2	ACRYLIC STUCCO - BM CC-544 OVERCOAT
3	WOOD FINISHED METAL CLADDING - MEDIUM BROWN
4	METALLIC WASHED BRICK - "HEBRON OPUS"
5	METAL CLAD VINYL WINDOWS
6	INSULATED ENTRY DOOR W/ GLAZING
7	INSULATED PATIO DOORS W/ GLAZING
8	INSULATED OVERHEAD DOOR
9	8" PRE-FINISHED METAL FASCIA - GREY
10	ASPHALT SHINGLES - DUAL GREY (SOFFIT TO MATCH SIDING)
11	ENTRY CANOPY (SOFFIT TO MATCH SIDING)
12	GLASS GUARD RAIL
13	WOOD CLAD PVI/AC SCREEN
14	SITE RISERS PER LANDSCAPE DRAWINGS
15	AT GRADE PATIO
16	BALCONY

* COLOURS PER COLOUR BOARDS



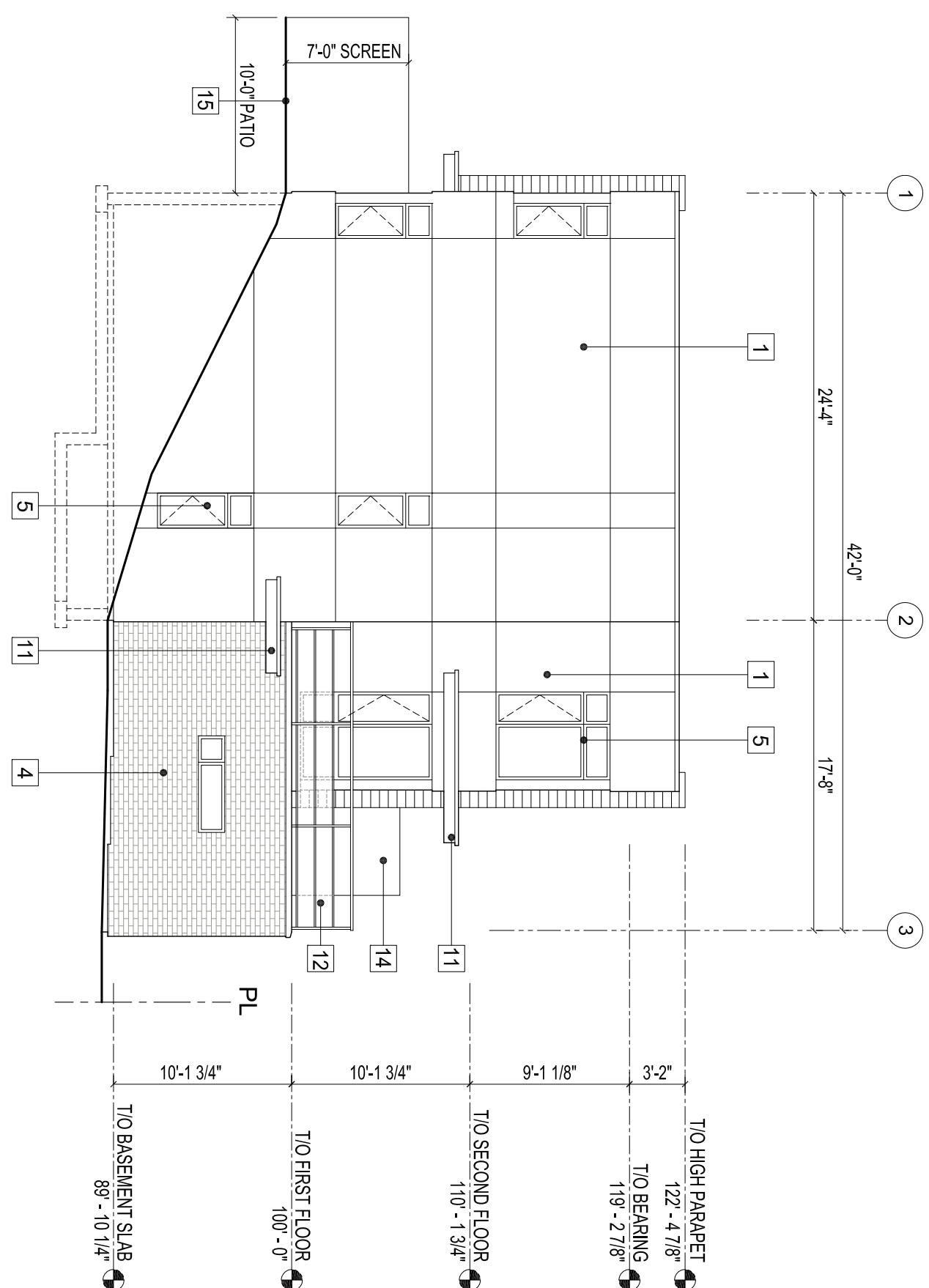
**BUILDING TYPE D
WEST SIDE ELEVATION**



3
A4.4

BUILDING TYPE D
EAST SIDE ELEVATION

SCALE: 1/8" = 1'-0"

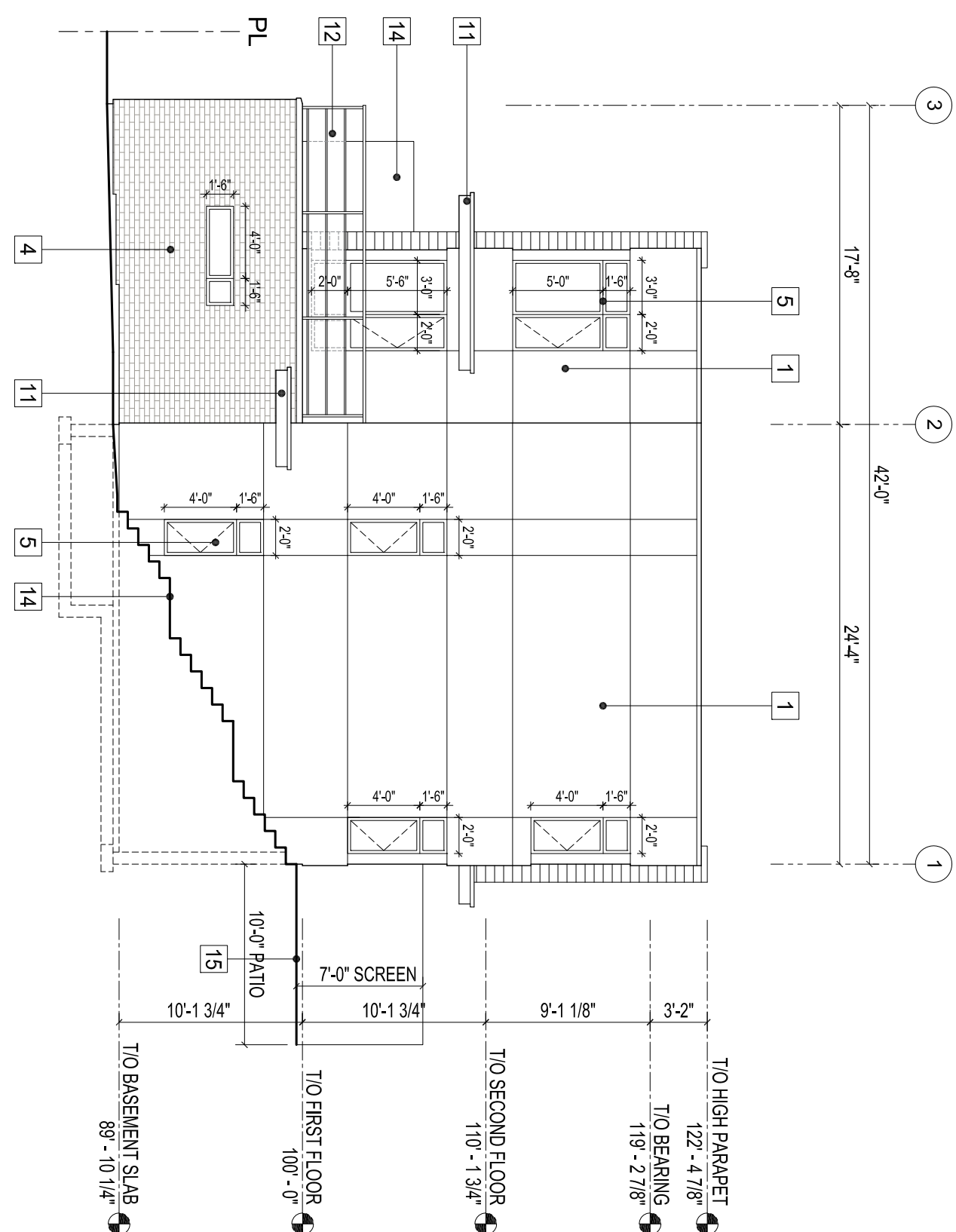


2 BUILDING TYPE A 4-PLEX
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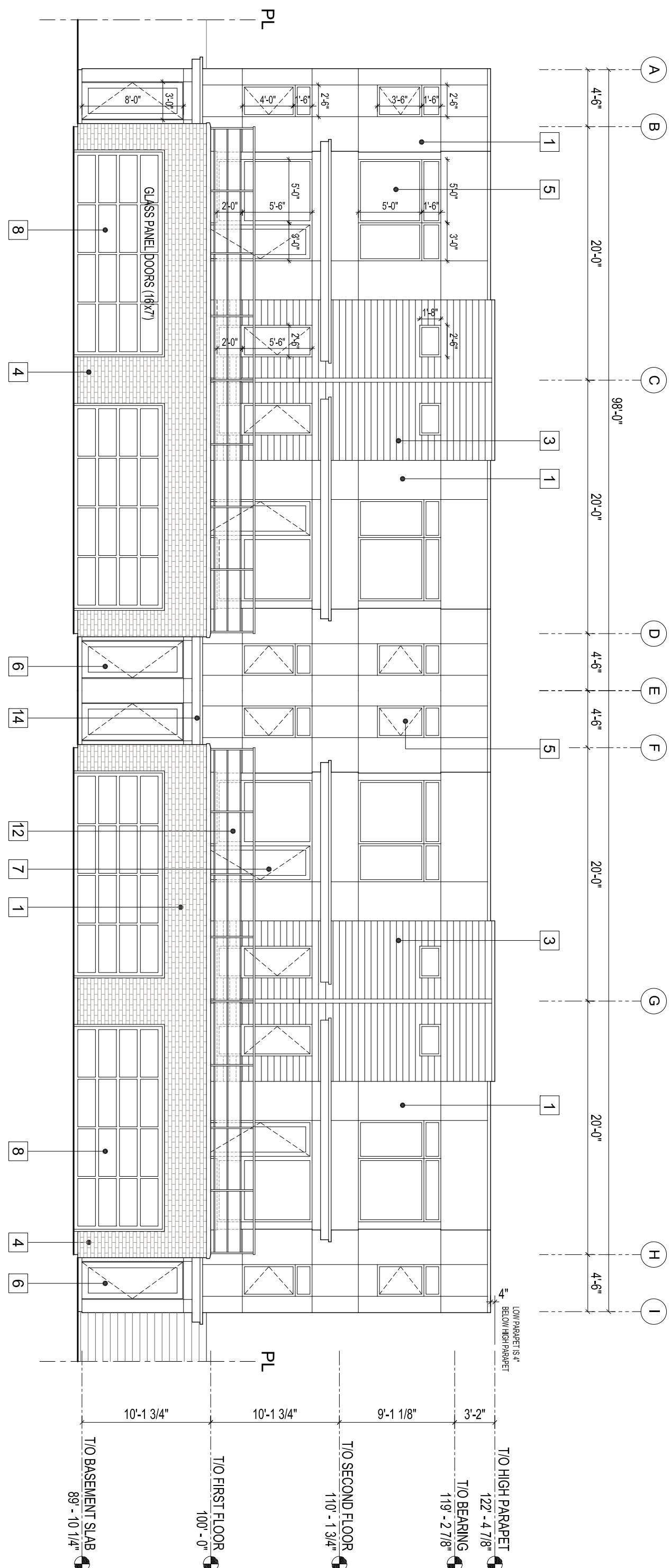


< 5	BLDG TYPE A 4-PLEX 3D MODEL - BUILDING 4
A4.5	NTS



4 BUILDING TYPE A 4-PLEX
WEST SIDE ELEVATION

44.5 SCALE: 1/8" = 1'-0"

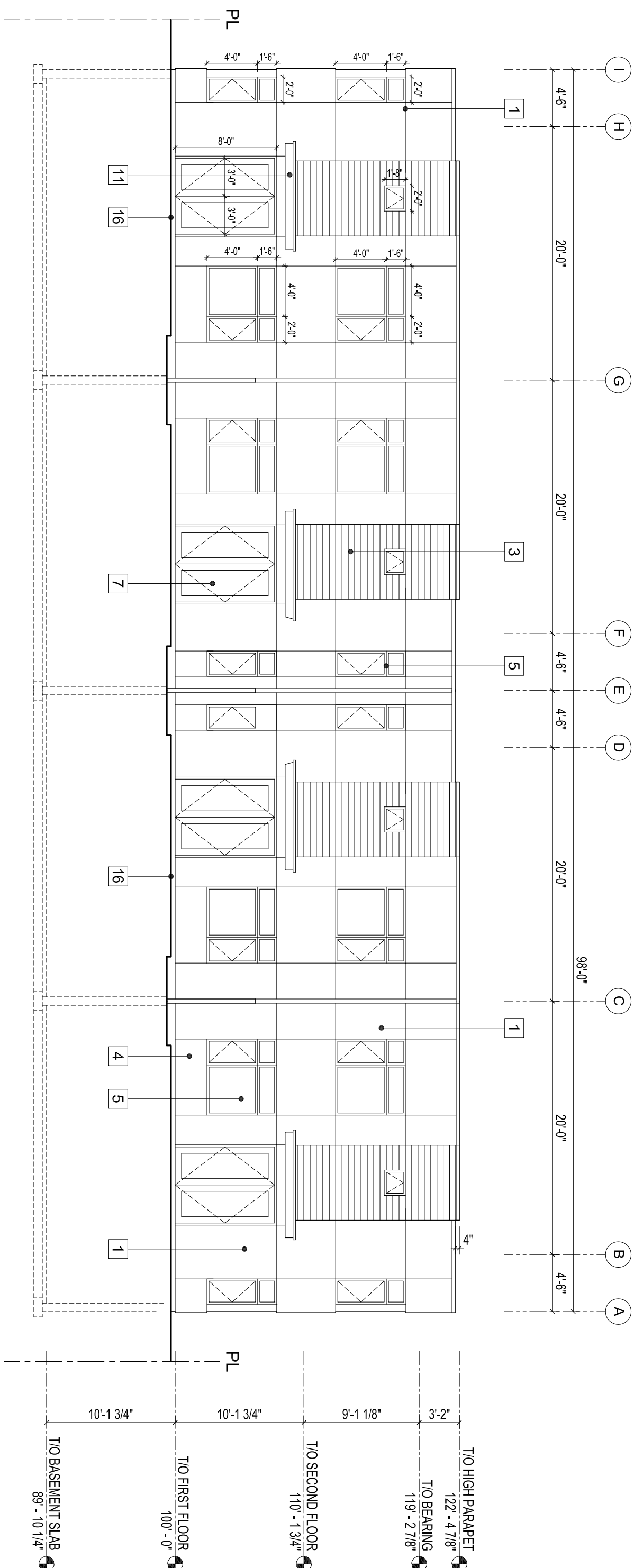


**BUILDING TYPE A 4-PLEX
FRONT ELEVATION**

1

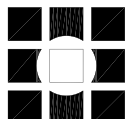
A4.5

SCALE: 1/8" = 1'-0"



3
BUILDING TYPE A 4-PLEX
REAR ELEVATION

SCALE: 1/8" = 1'-0"



JENKINS ARCHITECTURE
• • •
204, 1010 - 1 AVENUE NE
CALGARY, ALBERTA, CANADA T2E 7W7
PHONE: (403) 259-0606



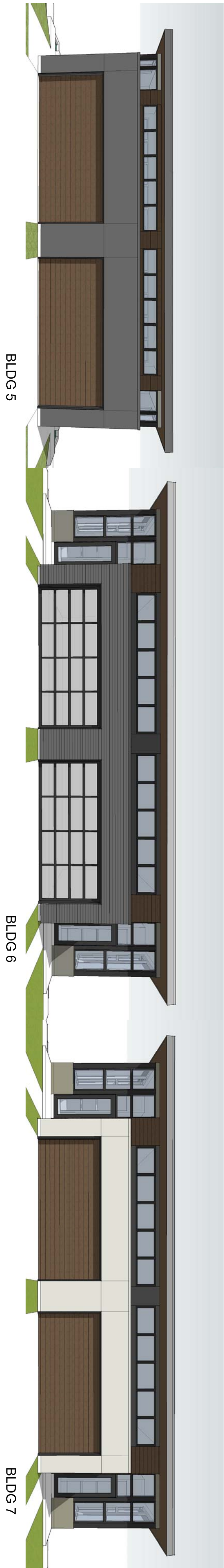
Architect

Consultant

1 NORTH ROAD STREETSCAPE - LOOKING NORTH



A4.6 NTS



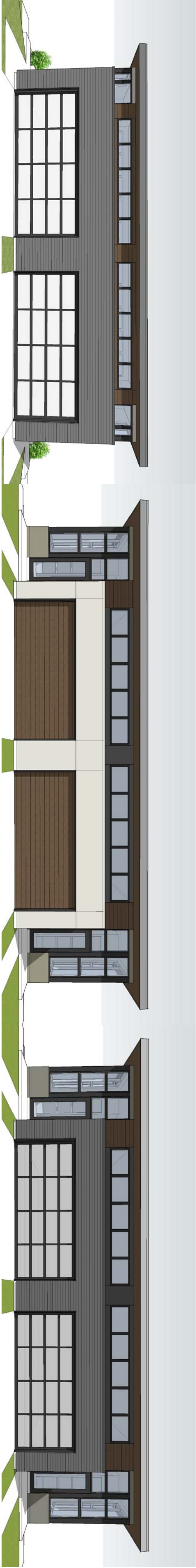
2 NORTH ROAD STREETSCAPE - LOOKING SOUTH

A4.6 NTS



3 SOUTH ROAD STREETSCAPE - LOOKING NORTH

A4.6 NTS



4 SOUTH ROAD STREETSCAPE - LOOKING SOUTH

A4.6 NTS

THIS DRAWING IS NOT A 3D SOLUTION
The Contractor shall verify all dimensions, details and levels prior to commencement of work and is to be responsible for any errors or omissions. This drawing is the exclusive property of JENKINS ARCHITECTURE and shall remain the property of JENKINS ARCHITECTURE. No reproduction or use of this drawing is permitted without the written permission of JENKINS ARCHITECTURE. In which case, the reproduction must bear the name JENKINS ARCHITECTURE LTD.

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Project:

McKINLEY BEACH
COMMUNITY
LOT 13
By MJL Contracting
KELOWNA, BRITISH COLUMBIA

Project Number:

1708

Drawing:

CONCEPTUAL
STREETSCAPE

Drawn By: RK Date: Feb. 28, 2019

Checked By: Date:

Scale: Plot Scale: 1:1

As Shown

Drawing No.

A4.6



LEGEND

- CONCRETE PAVING
FINISH: BROOM
JOINT TYPE: SAW CUT
JOINT LAYOUT: AS SHOWN

CONCRETE PAVING WALKWAY
FINISH: EXPOSED AGGREGATE
JOINT TYPE: SAW CUT
JOINT LAYOUT: AS SHOWN

ROUND ROCK MULCH
SIZE: 6" - 18" Ø

CRUSHED GRANULAR WALKWAY

CONCRETE ENGINEERED RETAINING WALL

CONCRETE WALL WITH GUARDRAIL

BOULDER RETAINING SIZE: Ø 1m
LOCATED FROM SITE

DECORATIVE WOOD PRIVACY
SCREEN W/ GATE HT: 1.8m (6')

CONCRETE STEPS W/ HANDRAIL

C.I.P. CONCRETE STEPPING SLABS
SIZE: 0.9m x 0.9m (3' x 3')
- NATIVE GRASS HYDROSEED

SHEEP FESCUE HYDROSEED

ORNAMENTAL + NATIVE PLANT MATERIAL
SOIL DEPTH: 450mm
IRRIGATION: ALL AREAS
MULCH: ORGANIC 75mm DEPTH

PROPOSED TREES
SOIL DEPTH: 900mm PIT
- XX.XX

XX.XX

tw/bwXX.XX

tc/bcXX.XX

ts/btXX.XX

→

EXISTING OR GIVEN ELEVATION

PROPOSED ELEVATION

TOP OF WALL/BOTTOM OF WALL

TOP OF CURB/BOTTOM OF CURB

TOP OF STAIR/BOTTOM OF STAIR

WATER DRAINAGE DIRECTION
- GRADING NOTE:
Refer to Civil Engineering Drawing for further site
grading. All grades to be read in meters.

LANDSCAPE NOTES

- 1 | Plant material and construction methods shall conform to minimum standards established in the latest edition of the Canadian landscape standards, published by the C.N.L.A. and the C.S.L.A. as well as the city of Kelowna landscape standards.
- 2 | The landscape design designated herein reflects the minimum city of Kelowna form and character requirements.
- 3 | Final planting selections may vary depending upon availability at the time of construction. Substitutions to be reviewed and approved by project landscape architect + developer prior to installation.
- 4 | A high efficiency irrigation system shall be installed for all ornamental + native planting areas and shall conform to the city of Kelowna's irrigation standards in bylaw 7900.
- 5 | Root barrier to be used if trees are within 1.5m (5') of hardscape, and to have a minimum length of 2m (6.5') on either side of trunk.
- 6 | Organic mulch, Better Earth Douglas Red Fir or pre-approved equal, shall be used in all shrub beds with a depth of 75mm (3").
- 7 | Decorative rock mulch used in accent beds as noted on the plan to be 50MM Kettle Valley Granite, at a depth of 75mm (3") with landscape fabric installed below.
- 8 | Hydroseed shall be a grade 'A' premium seed mix, installed on a soil depth of 150mm, during the spring or fall weather window (march - may, or october - november) to allow for proper establishment and limit the need of temporary irrigation.
- 9 | Minimum slope of 2% for all hard and soft landscape areas to ensure positive drainage away from buildings. Refer to Geo-technical, and Civil Engineering plans for drainage information. Elevations indicated on landscape plan for reference only.

SCHEDULE C

This forms part of application
DP19-0083

Planner Initials AK



revision . issue		
revised	Mar 18	07
McKinley review	Mar 05	06
issued client review	Jan 18	05
client meeting	Jan 16	04
client meeting	Jan 03	03
DESCRIPTION	DATE	NO.

CLIENT
MJI Contracting Inc.
Mathew Isabelle

PROJECT
Mckinley Beach
Community - Lot 13
Kelowna BC

SHEET TITLE
Landscape Plan
Materials + Grading

Design by . Sarah Enns
Project Number . 18010
Date . March 2019

NORTH
SCALE
1: 200
PAGE
24" x 36"

SHEET NUMBER

L-1.0

LEGEND

- CONCRETE PAVING
FINISH: BROOM
JOINT TYPE: SAW CUT
JOINT LAYOUT: AS SHOWN
- CONCRETE PAVING WALKWAY
FINISH: EXPOSED AGGREGATE
JOINT TYPE: SAW CUT
JOINT LAYOUT: AS SHOWN
- ROUND ROCK MULCH
SIZE: 6" - 18" Ø
- CRUSHED GRANULAR WALKWAY
- CONCRETE ENGINEERED RETAINING WALL
- CONCRETE WALL WITH GUARDRAIL
- BOULDER RETAINING SIZE: Ø 1m
LOCATED FROM SITE
- DECORATIVE WOOD PRIVACY
SCREEN W/ GATE HT: 1.8m (6')
- CONCRETE STEPS W/ HANDRAIL
- C.I.P. CONCRETE STEPPING SLABS
SIZE: 0.9m x 0.9m (3' x 3')
- NATIVE GRASS HYDROSEED
- SHEEP FESCUE HYDROSEED
- ORNAMENTAL + NATIVE PLANT MATERIAL
SOIL DEPTH: 450mm
IRRIGATION: ALL AREAS
MULCH: ORGANIC 75mm DEPTH
- PROPOSED TREES
SOIL DEPTH: 900mm PIT

PLANT LIST

TREES

KEY	QTY	BOTANICAL NAME	COMMON NAME	PLANT SIZE	SPACING
CM	6	Crataegus mordonensis 'Snowbird'	Snowbird hawthorn	5cm Cal/B+B	As Shown
PP	1	Pinus ponderosa	Ponderosa pine	1.5m Ht.	As Shown
Pin	33	Pinus ponderosa	Ponderosa pine	2.5m Ht.	1.5 - 3.0m O.C.
PT	10	Populus tremuloides	Quacking aspen	#5 Pot	As Shown
Pse	33	Pseudotsuga menziesii	Douglas fir	2.5m Ht.	1.5 - 3.0m O.C.

SHRUBS

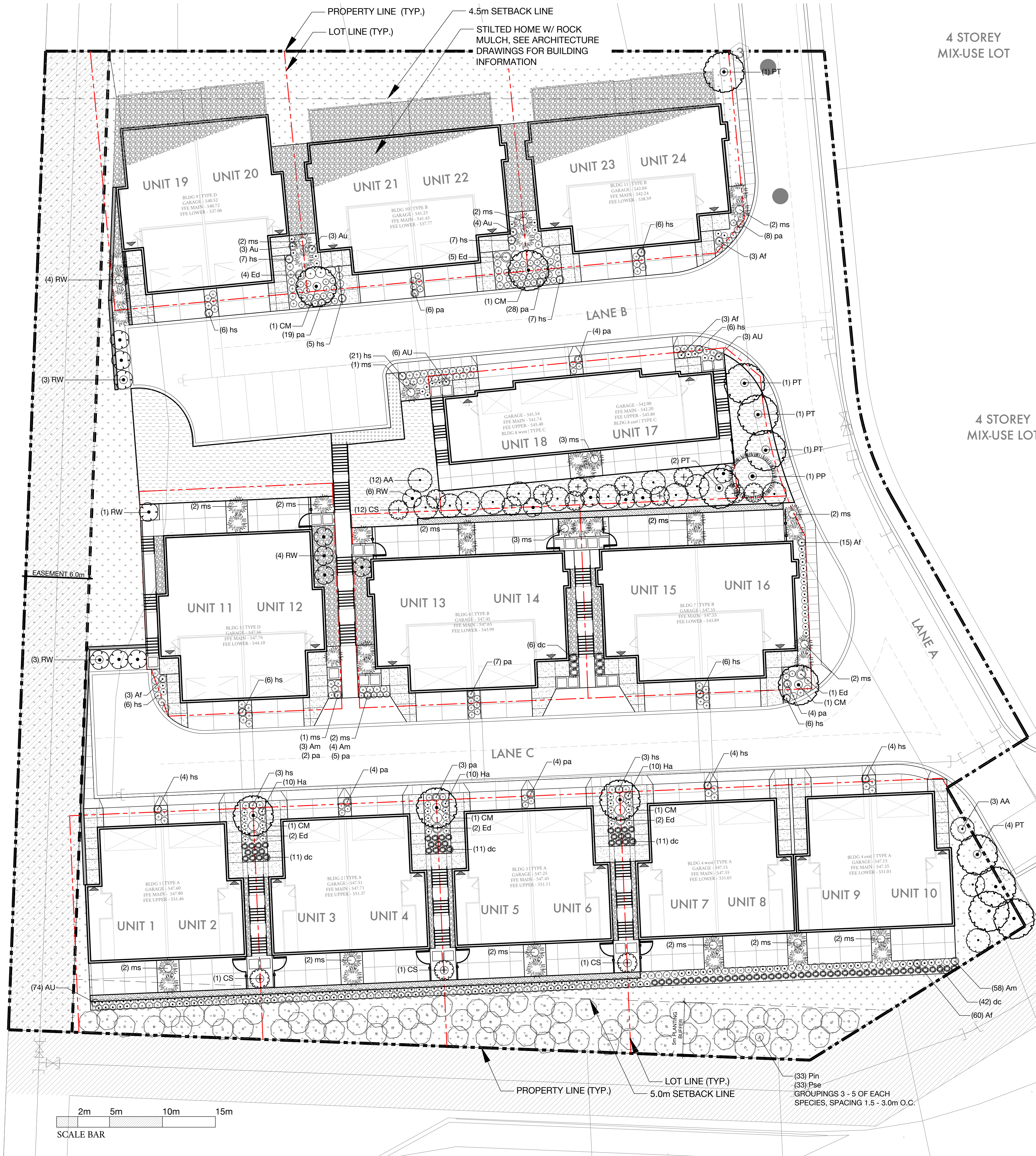
KEY	QTY	BOTANICAL NAME	COMMON NAME	PLANT SIZE	SPACING
AU	93	Arctostaphylos uva-ursi	Kinnickinnick	#1 Pot	0.6m (2') O.C.
AA	15	Amelanchier alnifolia	Saskatoon	#5 Pot	1.8m (6') O.C.
CS	15	Cornus sericea 'Bud's Yellow'	Bud's yellow twig dogwood	#2 Pot	1.8m (6') O.C.
RW	21	Rosa woodsii	Prairie rose	#2 Pot	1.8m (6') O.C.

PERENNIALS

KEY	QTY	BOTANICAL NAME	COMMON NAME	PLANT SIZE	SPACING
Am	65	Achillea millefolium 'Lavender Lady'	Lavender lady yarrow	#1 Pot	0.6m (2') O.C.
Af	84	Aster x frikartii 'Monch'	Frikart's aster	#1 Pot	0.6m (2') O.C.
Ed	16	Eupatorium dubium 'Little Joe'	Little joe dwarf joe pye	#1 Pot	0.9m (3') O.C.
Ha	30	Heuchera americana 'Green Spice'	Green spice coral bells	#1 Pot	0.6m (2') O.C.

GRASSES

KEY	QTY	BOTANICAL NAME	COMMON NAME	PLANT SIZE	SPACING
dc	81	Deschampsia cespitosa 'Goldtau'	Gold dew tufted hair grass	#1 Pot	0.6m (2') O.C.
hs	107	Helictotrichon sempervirens	Blue oat grass	#1 Pot	0.6m (2') O.C.
ms	42	Miscanthus sinensis 'Gracillimus'	Maiden grass	#2 Pot	1.8m (6') O.C.
pa	94	Pennisetum alopecuroides	Fountain grass	#1 Pot	0.6m (2') O.C.



revision . issue

revised	Mar 18	07
McKinley review	Mar 05	06
issued client review	Jan 18	05
client meeting	Jan 16	04
client meeting	Jan 03	03
DESCRIPTION	DATE	NO.

CLIENT

MJI Contracting Inc.
Mathew Isabelle

PROJECT

Mckinley Beach
Community - Lot 13
Kelowna BC

SHEET TITLE

Landscape Plan
Planting

Design by . Sarah Enns

Project Number . 18010

Date . March 2019

NORTH	SCALE 1: 200 PAGE 24" x 36"
-------	--------------------------------------

SHEET NUMBER

L-1.1

Entry Perspective



McKinley Beach Community Renderings
Final Perspectives

SCHEDULE D

This forms part of application
DP19-0083

Planner Initials **AK**

City of **Kelowna**
COMMUNITY PLANNING



Parkland Perspective



CITY OF KELOWNA

BYLAW NO. 11781

Official Community Plan Amendment No. OCP17-0023 2025 Begbie Road, 225 Clifton Road N & (W of) Union Road

A bylaw to amend the "*Kelowna 2030* – Official Community Plan Bylaw No. 10500".

The Municipal Council of the City of Kelowna, in open meeting assembled, enacts as follows:

1. THAT Official Community Plan Map Amendment Application No. OCP17-0023 to amend Map 4.1 in the Kelowna 2030 – Official Community Plan Bylaw No. 10500 by changing the Future Land Use designation of portions of:

- a) Lot A Sections 4, 5, 8 and 9 Township 23 ODYD Plan KAP69724 Except Plans KAP71944, KAP73768, KAP75949, KAP78547, KAP80107, KAP81912, KAP85278, KAP86750 and EPP24895, located on Begbie Road, Kelowna, BC;
- b) Lot D Section 8 Township 23 ODYD Plan KAP75116 Except Plans EPP24895, EPP24897, EPP64871 and EPP77782, located on Clifton Road N, Kelowna, BC;
- c) That Part Closed Road Lying Within Sections 8 and 9 Township 23 ODYD Shown as Parcel 2 on Plan KAP86749, located at (W of) Union Road, Kelowna, BC; and
- d) The North East 1/4 of Section 8 Township 23 ODYD Except Plan KAP69724, located at (W of) Union Road, Kelowna, BC

from the S2RES – Single / Two Unit Residential, S2RESH – Single / Two Unit Residential – Hillside, MRC – Multiple Unit Residential – Cluster Housing, MRL – Multiple Unit Residential (Low Density), MRM – Multiple Unit Residential (Medium Density), EDINST – Educational / Major Institutional, and PARK – Major Park / Open Space (Public) designations to the MRL – Multiple Unit Residential (Low Density), MRM – Multiple Unit Residential (Medium Density), COMM – Commercial, EDINST – Educational / Major Institutional, and PARK – Major Park / Open Space (Public) designations as shown on Map "A" attached to the bylaw.

2. This bylaw shall come into full force and effect and is binding on all persons as and from the date of adoption.

Read a first time by the Municipal Council this 11th day of March, 2019.

Considered at a Public Hearing on the 26th day of March, 2019.

Read a second and third time by the Municipal Council this 26th day of March, 2019.

Adopted by the Municipal Council of the City of Kelowna this

Mayor

City Clerk

CITY OF KELOWNA

BYLAW NO. 11785

Z17-0098 – 2025 Begbie Rd, 225 Clifton Road N & (W of) Union Road

A bylaw to amend the "City of Kelowna Zoning Bylaw No. 8000".

The Municipal Council of the City of Kelowna, in open meeting assembled, enacts as follows:

1. THAT City of Kelowna Zoning Bylaw No. 8000 be amended by changing the zoning classification of portions of:

- a) Lot A Sections 4,5,8 and 9 Township 23 ODYD Plan KAP69724 Except Plans KAP71944, KAP73768, KAP75949, KAP78547, KAP80107, KAP81912, KAP85278, KAP86750 and EPP24895, located at 2025 Begbie Road, Kelowna, BC;
- b) Lot D Section 8 Township 23 ODYD Plan KAP75116 Except Plans EPP24895, EPP24897, EPP64871 and EPP77782, located at 225 Clifton Road N, Kelowna, BC;
- c) That Part Closed Road Lying Within Sections 8 and 9 Township 23 ODYD Shown as Parcel 2 on Plan KAP86749, located at (W of) Union Road, Kelowna, BC; and
- d) The North East 1/4 of Section 8 Township 23 ODYD Except Plan KAP69724, located at (W of) Union Road, Kelowna, BC

from the RU2h – Medium Lot Housing (Hillside Area), RU3h – Small Lot Housing (Hillside Area), RM2h – Low Density Row Housing (Hillside Area), RM3 – Low Density Multiple Housing, C2 – Neighbourhood Commercial, P2 – Education and Minor Institutional, and P3 – Parks and Open Space zones to the RU2h – Medium Lot Housing (Hillside Area), RU4 – Low Density Cluster Housing, RM3 – Low Density Multiple Housing, RM5 – Medium Density Multiple Housing, C3 – Community Commercial, P2 – Education and Minor Institutional, and P3 – Parks and Open Space zones as shown on Map "B" attached to the bylaw.

2. This bylaw shall come into full force and effect and is binding on all persons as and from the date of adoption.

Read a first time by the Municipal Council this 11th day of March, 2019.

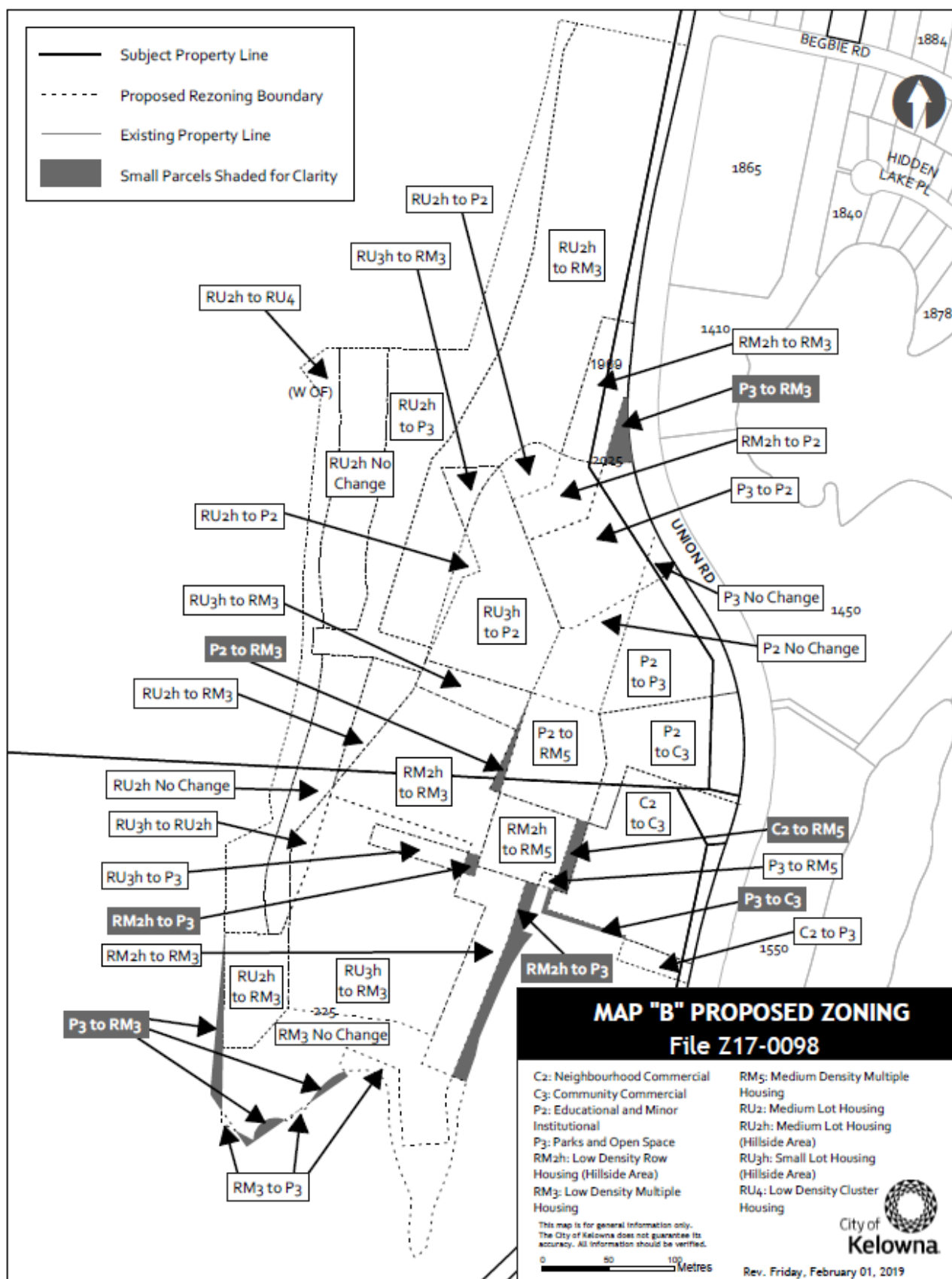
Considered at a Public Hearing on the 26th day of March, 2019.

Read a second and third time by the Municipal Council this 26th day of March, 2019.

Adopted by the Municipal Council of the City of Kelowna this

Mayor

City Clerk



CITY OF KELOWNA
BYLAW NO. 11817
Z19-0023 – 1977 Kirschner Road

A bylaw to amend the "City of Kelowna Zoning Bylaw No. 8000".

The Municipal Council of the City of Kelowna, in open meeting assembled, enacts as follows:

1. THAT City of Kelowna Zoning Bylaw No. 8000 be amended by changing the zoning classification of Lot A, District Lot 129 Osoyoos Division Yale District Plan 22769, located on Kirschner Road, Kelowna, BC from the C10 – Service Commercial zone to the C10rcs – Service Commercial (Retail Cannabis Sales) zone.
2. This bylaw shall come into full force and effect and is binding on all persons as and from the date of adoption.

Read a first time by the Municipal Council this 29th day of April, 2019.

Considered at a Public Hearing on the 21st day of May, 2019 .

Read a second and third time by the Municipal Council this 21st day of May, 2019 .

Approved under the Transportation Act this 31st day of May, 2019.

Blaine Garrison

(Approving Officer – Ministry of Transportation)

Adopted by the Municipal Council of the City of Kelowna this

Mayor

City Clerk

REPORT TO COUNCIL



Date: June 10, 2019

RIM No. 1250-04

To: City Manager

From: Community Planning Department

Subject: BL11834 – Amendment No. 19 to the Subdivision, Development and Servicing Bylaw No. 7900

1.0 Recommendation

THAT Council, receives, for information, the Report from the Urban Planning Manager dated Jun 10, 2019 recommending that Council give reading consideration to BL11834 – Amendment No. 19 to the Subdivision, Development and Servicing Bylaw No. 7900.

AND THAT Bylaw No. 11834 – Amendment No. 19 to the Subdivision, Development and Servicing Bylaw No. 7900 be forwarded for reading consideration.

2.0 Purpose

To amend the Subdivision, Development & Servicing Bylaw to provide greater clarity regarding residential driveway access as it relates to existing and future Active Transportation Corridors.

3.0 Community Planning

The aim of the text amendment proposed in this report is to provide staff with more direction when considering the location of residential driveway access, as well as the ability to formally consider ATCs when evaluating residential driveway access. The text amendment is a policy update that promotes consistent, safety-oriented decision making and is relevant to numerous properties across Kelowna.

4.0 Proposal

4.1 Background

The development of an Active Transportation Corridor (ATC) from Clement Avenue to Raymer Avenue is currently underway as part of the Ethel Street Active Transportation Corridor project. Phase 5 of this project extends the ATC from Cadder Avenue to Rose Avenue. As part of Phase 5, ATC safety as well as access to properties along the impacted section of Ethel Street are being considered, including the property located at 88g Cadder Avenue.

Based on current regulations, which do not consider ATCs, 88g Cadder is required to access onto Ethel Street; however, staff are concerned about the potential for conflict between Ethel Street ATC users and 88g Cadder Avenue driveway access. To resolve this conflict, staff propose that it would be more appropriate to locate driveway access from 88g Cadder Avenue onto Cadder Avenue rather than onto Ethel Street but this is not permitted under current regulations. A text amendment is necessary to resolve this

situation for 889 Cadder Avenue and to address similar situations for other properties across Kelowna as they arise in the future.

Currently, residential driveway access is addressed in Schedule 4 of the Subdivision, Development & Servicing Bylaw, Section 4.6: Curb and Gutter, Sidewalks and Bike Lanes. Existing regulations state that residential driveways shall access onto lower classification roads, and that residential driveways are not to access onto arterial or Class 1 collector roads unless alternate access is impossible.

4.2 Project Description

The amendment to the Subdivision, Development & Servicing Bylaw proposed in Schedule "A" is intended to allow residential driveway access in a manner that prioritizes safety for all modes of transportation. Inclusion of more guidance regarding residential driveway access is particularly important given the expected expansion of the City of Kelowna's active transportation network and increase in residential and infill development^{1,2}.

5.0 Current Development Policies

5.1 Kelowna Official Community Plan (OCP)

Infrastructure

General Transportation Policies, Objective 7.6.³ Place increased emphasis on sustainable modes of transportation (walking, cycling, transit) while maintaining automobile, commercial goods and emergency vehicle mobility.

6.0 Application Chronology

Date of Application Received: April 1, 2019

Report prepared by: Arlene Janousek, Planner

Approved for Inclusion: Terry Barton, Urban Planning Manager

Attachments:

Schedule "A" – Summary Table of Proposed Text Amendments to Subdivision, Development & Servicing Bylaw No. 7900

¹ Pedestrian and Bicycle Master Plan. Chapter 3: Active Transportation Vision (Future Active Transportation Network).

² Official Community Plan. Chapter 3: Growth Projections (Housing Projections).

³ Official Community Plan. Chapter 7: Infrastructure (General Transportation Policies).

Schedule A – Subdivision, Development & Servicing Bylaw No. 7900

Table

No.	Section	Existing	Proposed	Explanation
1.	Schedule 4, Section 4.6	<p>Where a lot abuts a lane or road of different classification, the driveway shall be located to access the lane or road of the lower classification.</p> <p>Residential driveway access onto an arterial or Class 1 collector road, is not permitted unless alternate access is impossible. Wherever physically possible, alternate local road or lane access shall be dedicated to preclude residential driveways accessing directly onto major roads.</p>	<p>Where a lot abuts a lane or multiple roads of different classifications, the driveway shall be located to access the lane or road of the lower classification.</p> <p>Residential driveway access onto Class 1 collector roads, existing or planned Active Transportation Corridors, or arterial roads is not permitted unless alternate access is impossible, in which case access should be prioritized in the following order: Class 1 collector, existing or planned Active Transportation Corridor, arterial road.</p>	<p>Add that in addition to residential driveways not accessing onto arterial or Class 1 collector roads, they shall also not access onto existing/planned Active Transportation Corridors. Add clarification that if alternate access is impossible, the first priority is to access onto a Class 1 collector road, the second priority is to access onto an existing/planned ATC, and the lowest priority is to access onto an arterial road.</p>



Amendment No. 19 to the Subdivision, Development and Servicing Bylaw No



Proposal

- ▶ To amend the Subdivision, Development & Servicing Bylaw to provide greater clarity regarding residential driveway access as it relates to existing and future Active Transportation Corridors (ATCs).

Development Process

April 1, 2019

Application Initiated

Staff Review & Circulation

June 10, 2019

Council Consideration

Council
Approvals

Background

- ▶ ATC being developed along Ethel Street, impacting access to property at 889 Cadder Avenue
- ▶ Current regulations require access onto Ethel Street – concern for conflict between driveway access and ATC users
- ▶ Text Amendment necessary to resolve

Technical Details

- ▶ Provide staff with more direction when considering the location of residential driveway access
- ▶ Allow staff to formally consider ATCs when assessing driveway location
- ▶ File triggered by 889 Cadder Avenue situation but applicable to numerous properties across Kelowna

Proposed Changes

Existing Text, Schedule 4, Section 4.6	Proposed Text
<p>Where a lot abuts a lane or road of different classification, the driveway shall be located to access the lane or road of the lower classification.</p> <p>Residential driveway access onto an arterial or Class 1 collector road, is not permitted unless alternate access is impossible. Wherever physically possible, alternate local road or lane access shall be dedicated to preclude residential driveways accessing directly onto major roads.</p>	<p>Where a lot abuts a lane or multiple roads of different classifications, the driveway shall be located to access the lane or road of the lower classification.</p> <p>Residential driveway access onto Class 1 collector roads, existing or planned Active Transportation Corridors, or arterial roads is not permitted unless alternate access is impossible, in which case access should be prioritized in the following order: Class 1 collector, existing or planned Active Transportation Corridor, arterial road.</p>

Staff Recommendation

- ▶ Staff recommend **support** of the proposed Amendment
 - ▶ Consistent with OCP General Transportation Policy: place increased emphasis on sustainable modes of transportation while maintaining automobile, commercial goods and emergency vehicle mobility.



Conclusion of Staff Remarks

CITY OF KELOWNA

BYLAW NO. 11834

Amendment No. 19 to Subdivision, Development and Servicing Bylaw No. 7900

The Municipal Council of the City of Kelowna, in open meeting assembled, enacts that the City of Kelowna Subdivision, Development and Servicing Bylaw No. 7900 be amended as follows:

1. **THAT SCHEDULE 4 – DESIGN STANDARDS, 4. HIGHWAY, Section 4.6 Curb and Gutter, Sidewalks and Bike Lanes** be amended by deleting the following:

“Where a lot abuts a lane or road of different classification, the driveway shall be located to access the lane or road of the lower classification.

Residential driveway access onto an arterial or Class 1 collector road, is not permitted unless alternate access is impossible. Wherever physically possible, alternate local road or lane access shall be dedicated to preclude residential driveways accessing directly onto major roads.”

And replacing it with:

“Where a lot abuts a lane or multiple roads of different classifications, the driveway shall be located to access the lane or road of the lower classification.

Residential driveway access onto Class 1 collector roads, existing or planned Active Transportation Corridors, or arterial roads is not permitted unless alternate access is impossible, in which case access should be prioritized in the following order: Class 1 collector, existing or planned Active Transportation Corridor, arterial road.”

2. This bylaw may be cited for all purposes as "Bylaw No.11834, being Amendment No. 19 to Subdivision, Development and Servicing Bylaw No. 7900."
3. This bylaw shall come into full force and effect and is binding on all persons as and from the date of adoption.

Read a first, second and third time by the Municipal Council this

Adopted by the Municipal Council of the City of Kelowna this

Mayor

City Clerk

Report to Council



Date: June 10, 2019

File: 0920-20 Individual Properties

To: City Manager

From: Development Services (MB)

Subject: Latecomer Agreement - Gore-Osprey Watermain

Report Prepared by: James Kay, P.Eng, Development Engineering Manager

Recommendation:

THAT Council endorse the Latecomer Agreement – Gore-Osprey Watermain between the City and the owner of Lot 11, D.L.14, Land District 41, Plan KAP792743720276319 which was redeveloped and required to provide excess and extended services;

AND THAT Council impose Latecomer charges for excess or extended services, the lesser of those shown in Appendix C or actual construction costs, on the benefitting lands listed in Appendix B;

AND THAT the Mayor and Clerk be authorized to execute this Latecomer Agreement;

AND FURTHER THAT for smaller Latecomer Agreements (the lesser of \$1.5m or \$50k/property), Council delegate authority to authorize and prepare the Latecomer Agreements to the Development Engineering Manager, and authority to execute to the Mayor and Clerk.

Purpose:

For Council to endorse the execution of a Latecomer Agreement for the recovery of developer-funded costs for Excess or Extended Services, and to consider delegating authority for smaller Agreements.

Background:

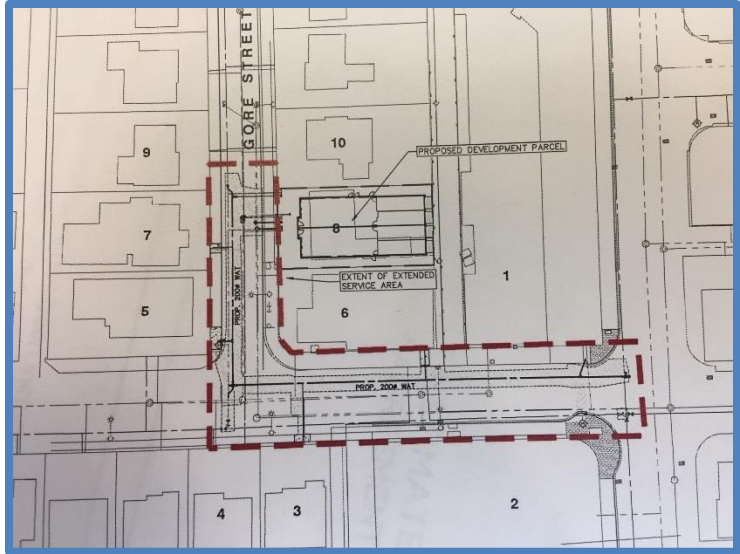
The City of Kelowna Latecomers Policy and Guidelines outlines the framework, which has been followed, and the City's standard Latecomer Agreement has been utilized.

The owner at 2673 Gore Street applied to redevelop their parcel and our Development Engineering Manager directed the proponent to upsize the existing public watermain with the capacity/ability to provide adequate fire flows to service this and adjacent properties should they choose to redevelop at a future date.

Summary

The proponent undertook the civil engineering design, and will install the watermain this summer at an estimated cost of \$138,817.

The consultant has identified 10 benefitting lots, resulting in a Latecomer Connection Fee of \$633/m of frontage, with costs up to \$31,000 per lot. This cost is only payable by the adjacent owners if they choose to connect to this sewer, within the duration of this agreement.



Further, Staff request Council consider delegating authority for small Latecomer Agreements that are consistent with our Standard Agreement, under \$1.5m in total value, and under \$50,000/lot, so as to streamline authorization and execution.

Legal/Statutory Authority:

Local Government Act, Sections 507 & 508

Existing Policy:

Latecomer Policy and Guidelines

Submitted by:

James Kay, P.Eng, Development Engineering Manager

Approved for inclusion:



Mo Bayat, Dept. Manager, Development Services

Attachments:

- 1) Latecomer Agreement - Gore-Osprey Watermain

cc:

Acting Divisional Director, Community Planning & Strategic Investments
Divisional Director, Infrastructure
Divisional Director, Financial Services
Infrastructure Engineering Manager

Report to Council



Date: June 10th, 2019

File: 2019 Deferred Revenue Project Package

To: City Manager

From: Development Services Department (MB)

Subject: 2019 Deferred Revenue Project Package

Report Prepared by: James Kay, P.Eng, Development Engineering Manager

Recommendation:

THAT Council receives for information the Report from the Development Engineering Manager dated June 10, 2019, regarding the 2019 Deferred Revenue Project Package;

AND FURTHER THAT the 2019 Financial Plan be amended to include up to \$267,900 from accumulated Deferred Revenue Accounts and up to \$106,780 be reallocated from previously approved 2019 Off Site and Oversized budget to complete the 2019 Deferred Revenue Project.

Purpose:

For Council to endorse the proposed 2019 Deferred Revenue Project Package to leverage funds accumulated for incomplete City works projects.

Background:

Deferred Revenue is an important tool in ensuring development funds critical infrastructure upgrades while ensuring fairness, equitable contributions, and coordinated construction. The City of Kelowna is currently holding nearly 500 Deferred Revenue accounts with an average collection date of 2007 and an average value of \$26,455. With fixed funds in an inflationary construction market, it is important to utilize these funds as soon as feasible and support a strategy to incorporate these opportunities into the City's Capital Infrastructure.

Development Engineering has undertaken to evaluate, utilize and deploy these funds in order to realize infrastructure projects where appropriate and practical. While these projects reflect commitments from previous developments, and leverage funds approved in the 2019 budget, a package of projects has been prepared for Council to review.

Current practices

When a development would otherwise pay to design and construct infrastructure that is only a portion of the larger upgrade required, or premature relative to future City infrastructure improvements, Development Engineering reviews the Developer's Consulting Engineer's cost estimate for the proposed works and charges the Developer 125% (100% of cost estimate + 25% for Engineering and Contingency Allowance) of the estimated cost of the works. These funds are collected as Deferred Revenue and held until continued adjacent development has resulted in sufficient funding for City infrastructure to be constructed. It is important to note that Deferred Revenue funds can only be used to construct specified works for a specific frontage. As a result of the limitations on use of Deferred Revenue funds, projects can take years (sometimes decades) to fund, resulting in funds gaining small amounts of interest and not nearly keeping pace with inflation of construction and material costs.

Staff are currently re-evaluating practices with regards to the infrastructure requirements, fund collection, and transfer procedures that will attempt to make collected Deferred Revenue funds available for broader project delivery. Simultaneously, Staff are evaluating partnering and return protocols in order to reduce the funds collected or held for projects that are unlikely to be realized.

Goals and Initiatives

The adoption of the recommendations in this Report to Council will enable the City to continue to work toward the goal of reducing accumulated Deferred Revenue funds over the next 10 years via the following actions:

- Deliver, return, or transfer ~20 Deferred Revenue Agreements each year for 25 years.
- \$150,000 per year from an Off-site/Oversize budget will be used to fill funding gaps.
- Update the Development Engineering Branch's procedures and best practices for collecting Deferred Revenue for future development (emphasizing a desire for developer-built infrastructure).
- Have Council approve the 2019 Deferred Revenue Delivery Package.

Outcomes

The adoption of the recommendations in this Report to Council will result in six projects being funded by 10 Deferred Revenue accounts and the Off-site and Oversize reserve. The delivery of these six projects will result in the deployment of \$267,900 of accumulated Deferred Revenue and the use of \$106,780 from the Development Engineering Branch's Offsite and Oversize accounts to deliver \$374,680 worth of public infrastructure. Prioritization of Deferred Revenue projects was determined using a prioritization ranking scheme developed internally to assess potential projects. The prioritization scheme considers multiple project variables related to the Pedestrian and Bicycle Master Plan, Official Community Plan, funding and financial considerations, and project coordination. A delivered Priority 1 Capital Project was assessed using the developed prioritization scheme to establish a baseline for project selection. Deferred Revenue projects requiring additional funding had to score at least 75% of the Priority 1 Capital Project's score before being considered for this project package.

Table 1: 2019 Deferred Revenue Project Package summary

Project description	Project Name	Cost estimate
Sidewalk project	Penno Rd at Hwy 97 N	\$28,550
Sidewalk project	Barnaby Rd from Paret Rd to Drummond Ct	\$104,470
Sidewalk project	Rutland Ct north of Commercial Dr	\$48,010
Urbanization project	Anhalt Rd cul-de-sac	\$49,760
Sidewalk project	Guy St between Bay Ave and Manhattan Dr	\$37,950
Sidewalk project	Field Rd south of McCulloch Rd	\$105,940
TOTAL		\$374,680

Internal Circulation To

As the proposed package of projects has implications for multiple department team members, the following individuals have reviewed and are in agreement with this Report to Council:

- Stephen Fleming (City Clerk)
- Ryan Smith (Divisional Director – Planning & Development Services)
- Mo Bayat (Development Services Director)
- Alan Newcombe (Divisional Director, Infrastructure)
- Brian Beach (Infrastructure Delivery Department Manager)
- Joel Shaw (Infrastructure Engineering Manager)
- Rafael Villarreal Pacheco (Integrated Transportation Department Manager)
- Jackie Dueck (Controller - Financial Services)
- George King (Financial Planning Manager)

Legal/Statutory Authority:

Community Charter, Section 19 (3)

Local Government Act, Sections 506

Subdivision, Development & Servicing Bylaw 7900 - Part 4 – City to Perform Work

Subdivision, Development & Servicing Bylaw 7900 - Schedule 1 – Works and Services Requirements

Financial/Budgetary Considerations

The *Development Engineering Branch* has been working with *Purchasing* and *Financial Planning* Departments to ensure that appropriate budgetary and fund transfer considerations have been made to support the delivery of the 2019 Deferred Revenue Project Package. To deliver on the 2019 Deferred Revenue Project Package 1, the Financial Plan will need to be amended to include up to \$267,900 from accumulated Deferred Revenue Accounts and up to \$106,780 will need to be reallocated from previously approved 2019 Off Site and Oversized projects.

The Development Engineering Branch continues to work with Financial Services to develop a long-term funding solution for future annual Deferred Revenue Project Package.

Personnel Implications

While the proposed program leverages inter-departmental resources and involves collaboration between the *Development Engineering Branch; Operations, Utility Planning & Infrastructure Delivery; Purchasing*, and *Financial Planning*, key personnel from these departments are supportive. Design and construction services may be outsourced as needed. No further resources will be required.

External Agency/Public Comments

As per City of Kelowna practice, residents, and businesses within the areas surrounding the proposed works will be contacted prior to any construction to ensure the least amount of disruption possible to the residents and businesses of Kelowna.

Alternate Recommendation(s)

1. If the project delivery package is not approved, it is recommended that a greater emphasis be placed on returns of collected Deferred Revenue funds.

Submitted by:

James Kay, P.Eng, Development Engineering Manager

Approved for inclusion:



Mo Bayat, Director, Development Services

Attachments:

- 1) Presentation - 2019 Deferred Revenue Project Package.pptx

cc:

Divisional Director, Planning & Development Services

Divisional Director, Infrastructure

Financial Planning Manager

Infrastructure Engineering Manager

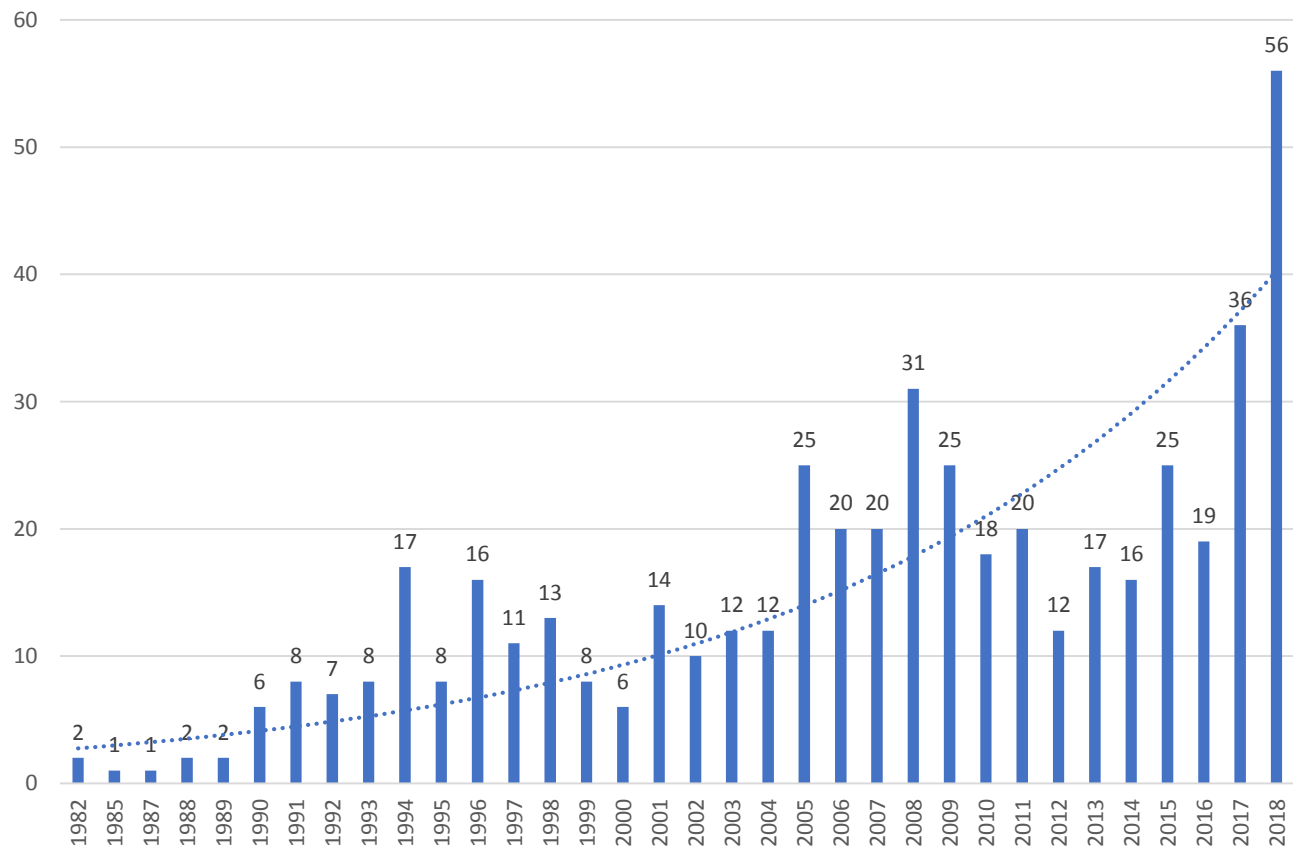


2019 Deferred Revenue Project Package

City of Kelowna

Current snapshot of deferred revenue accounts

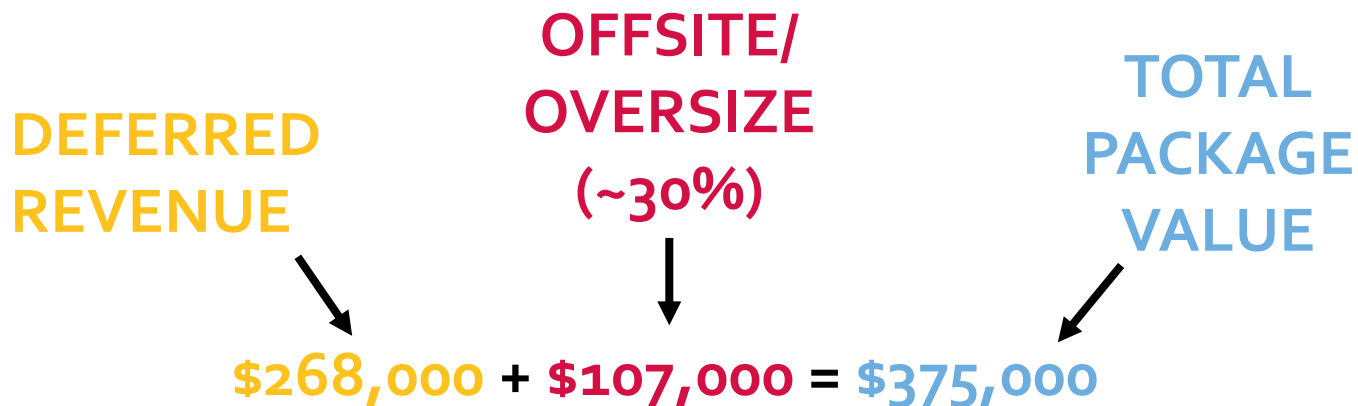
Total Number of Deferred Revenue Files by Year





Outcomes of project package

- ▶ Should Council approve the 2019 Deferred Revenue Project Package...
 - ▶ Six projects (from 10 DR accounts) worth \$375,000 will be delivered in 2019, relying on \$268,000 of Deferred Revenue and \$107,000 from Off-site & Oversize accounts





Projects summary

Table 1: 2019 Deferred Revenue Project Package summary

Project description	Project Name	Cost estimate
Sidewalk project	Penno Rd at Hwy 97 N	\$28,550
Sidewalk project	Barnaby Rd from Paret Rd to Drummond Ct	\$104,470
Sidewalk project	Rutland Ct north of Commercial Dr	\$48,010
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TOTAL		\$374,680

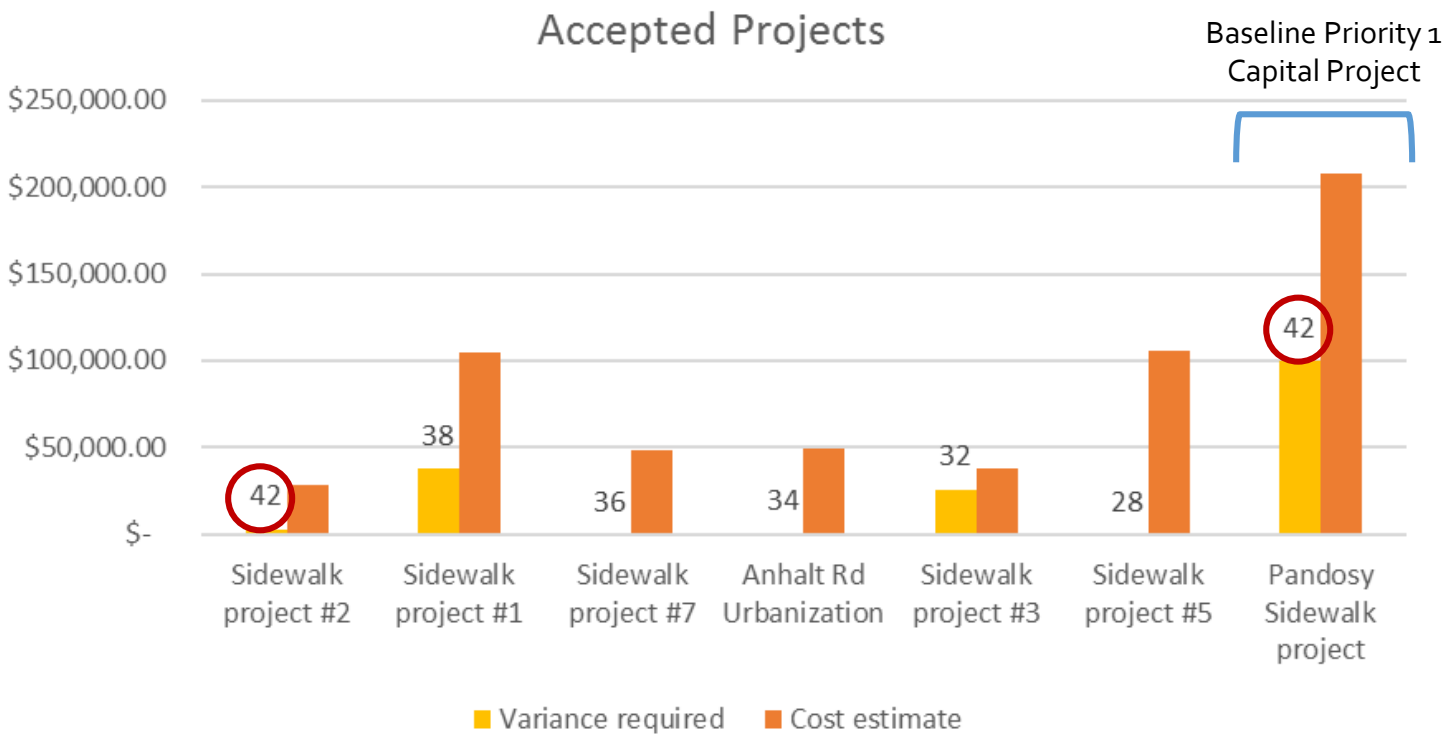


Prioritization scheme

Criteria	Status
Pedestrian and Bicycle Master Plan	
Gap closure	No, Yes
Primary Network Route	>1 km, 200 m to 1 km, <200 m
Connectivity to Schools	>1 km, 200 m to 1 km, <200 m
Connectivity to Transit	>1 km, 100 m to 1 km, <100 m
Geographic Area (Priority)	No, Yes
OCP	
20-year roads	No, Adjacent, Yes
Within Permanent Growth Boundary	No, Yes
Funding/financial considerations	
Age	1-5 years, 5-10 years, >10 years
Percent funded	<50%, 50-75%, >75%
Project implementation cost	>\$75k, \$25k to 75k, <\$25k
Additional considerations	
Drainage improvements	None, prevents future issues, addresses known issues
Project coordination	Initiation, coordination w/ other projects
Point scheme: 1, 3, 5	
Max possible points: 60	
Minimum possible points: 12	



Prioritization scheme results



Report to Council



Date: June 10, 2019

File: 1840-20

To: City Manager

From: Michelle Kam, Sustainability Coordinator and James Kay, Development Engineering Manager

Subject: Okanagan Rail Trail – Status Update

Report Prepared by: Michelle Kam, City of Kelowna and Matt Vader, District of Lake Country

Recommendation:

THAT Council receives, for information, the report from the Sustainability Coordinator and the Development Engineering Manager, dated June 10, 2019, with respect to the Okanagan Rail Trail – Status Update;

AND THAT Council receives, for information, the presentation from the Chair of the Okanagan Rail Trail Committee (ORTC);

AND THAT the Mayor and City Clerk be authorized to execute all documents associated with the interpretive facility at Carney Pond, including, if necessary, any land tenure applications for the construction of trails on Crown land;

AND THAT Council approves the principles of the Okanagan Rail Trail Events Guidelines.

Purpose:

To provide Council with a report on the status of the Okanagan Rail Trail and the activities of the Okanagan Rail Trail Committee.

Background:

The Okanagan Rail Trail Committee (ORTC) was established in July 2018 by the Councils and Board of the participating jurisdictions (i.e. Okanagan Indian Band, City of Kelowna, District of Lake Country, Regional District of North Okanagan, District of Coldstream, City of Vernon). ORTC is responsible for the joint coordination of activities related to the planning, development, maintenance and use of the corridor. The establishment of this committee is the function of the natural progression from the Interjurisdictional Acquisition Team (IAT) through to the Interjurisdictional Development Team (IDT).

The efforts undertaken by the Okanagan Rail Trail Committee in collaboration with community partners will further assist in achieving the vision of the collective Councils and Board as established in the Okanagan Rail Trail Committee Terms of Reference:

- Develop and manage a world class rail trail that links the communities of the valley.
- Provide a range of recreational, transportation, tourism, and event opportunities in the communities through which it passes.
- Optimize the enjoyment of the rail trail experience for all.
- Manage uses to minimize conflicts between users.
- Integrate community and other regional level trails with the rail trail.
- Provide for the enjoyment, convenience, and safety of users by developing and managing and well-designed facilities along the route.
- Coordinate development, management, maintenance, and governance of the rail trail between owner jurisdictions
- Protect the long term opportunity to develop a multi-modal transportation corridor linking the communities along the corridor.
- Ensure owner jurisdictions retain decision-making authority for all matters within their legislated mandate, bylaws and adopted official policies.

STATUS REPORT ON COMMITTEE RESPONSIBILITIES

The Councils and Board endorsed Terms of Reference for the Committee and identified a number of specific responsibilities, or tasks, of the Committee. As tasks are successfully completed they will be recommended to the Councils/Board for consideration as appropriate.

1) Event Management

Okanagan Rail Trail Event Guidelines have been developed and include overarching principles to ensure a balanced approach is taken for recreational, commuting and residential enjoyment in conjunction with event usage on the Okanagan Rail Trail.

The Event Guideline principles include the following highlights:

- *Uses:* All events taking place on the Okanagan Rail Trail (ORT) network must ensure that the ORT remains open to the general public. This will ensure that the primary uses of recreation and commuting are not impeded by events.
- Events can only include uses that are approved permitted uses of the ORT.
- To ensure a balanced approach of recreational, commuting and residential enjoyment with event usage, cross-jurisdictional events of 100 or more participants will not be considered during July or August.
- *Process and permits:* Event organizers are responsible for determining which event process that they need to follow. Event organizers are responsible for complying with each owner jurisdiction's event policies and procedures that the event is taking place.
- *Event-related activities:* Staging and other event-related items are not permitted on the ORT and must be located so they do not impede public access to the ORT. Each owner jurisdiction is responsible to determine off-trail issues including staging, parking, liquor licenses, road crossings, and other event-related activities and to work with other owner or stakeholder jurisdictions when required.
- *Liquor and cannabis:* Liquor and cannabis are not permitted on the ORT. Event organizers can apply to the owner jurisdiction for a permit for liquor/cannabis

consumption for the staging area at the end of the event only. The owner jurisdiction has the right to approve or deny these requests.

- *Maintenance:* Each owner jurisdiction is responsible to ensure appropriate maintenance is completed prior to and after an event.

In order to hold an event on the Okanagan Rail Trail, event organizers are also responsible for coordinating and complying with each of the owner jurisdiction's event policies and procedures and must work with each of the owner jurisdictions directly for approvals.

The Event Guidelines will be implemented in 2019 and will be reviewed with ORTC and updated, when required.

2) Interpretive Facilities

In addition to the donated funds they raised that enable the construction of the trail, the Okanagan Rail Trail Initiative (ORTI) received an additional donation for an interpretive strategy to develop facilities that will focus on the natural and cultural history of the region as it relates to the surroundings along the trails route. In consultation with the Committee, a community group offshoot of ORTI has taken on the task of developing the interpretive program and implementing the initial phase of onsite and web-based interpretive program. The program ideas and content for the program are being developed in consultation with related agencies and community members with pertinent subject expertise.

In 2019, three sites have been selected along the trail for restoration and interpretation. These sites include the following:

1. Regional District of the North Okanagan – View site at km 3.7
2. District of Lake Country – Ribblesworth site at km 23.0
3. Kelowna – Carney Pond site at km 40

For additional details and site design, please refer to Attachment A, Rail Trail Interpretive Project Overview.

3) Branding

A consultant has been retained to work with the Committee to create a brand strategy for the rail trail corridor and to develop a logo. As part of this process a workshop was held with stakeholders in the valley who have an interest in the corridor and/or who have brand and marketing expertise relevant to the corridor (e.g. tourism agencies, university, fundraisers, local governments). The intent is to establish consistency among all owners, partners, stakeholders and users and to create a common understanding for use on communications pieces like signage, brochures and website. The visual identity is an essential part of a planned approach to building the Rail Trail's reputation and raising awareness about its facilities, services and programs. This brand identification program will provide a unified character to create a consistent experience for users.

As per the Okanagan Rail Trail Council Report dated February 11, 2019, Council approved the principles of the Okanagan Rail Trail Brand Identity and logo attributes and directed City of Kelowna ORTC rep(s) to work with ORT to finalize a logo that meets the ORT brand attributes.

For the final version of the Okanagan Rail Trail logo, please refer to Attachment B, Logo and Narrative.

4) Wayfinding and Trail Etiquette Signage

The production of wayfinding and trail etiquette signs is underway. Installation of signs on completed sections of trail is scheduled for late June 2019 and a plan is in place for the installation of wayfinding and trail etiquette signs for those sections of trail that are not yet constructed, for installation when ready. The wayfinding strategy provides users with trailside wayfinding signage at key access points to the rail trail, and to provide directions regarding both the trail and key destinations within each community that are accessible via the trail. The design, materials and graphic language for the wayfinding signs is consistent for all jurisdictions. Additionally, the intent is that this signage is to be used solely for the rail trail and not for other local trails that connect to the rail trail.

Internal Circulation:

Senior Project Manager
Project Manager
Communications Consultant
Development Engineering Manager
Event Development Supervisor

Submitted by:

M. Kam, Sustainability Coordinator

Approved for inclusion:



Danielle Noble-Brandt, Policy & Planning Department Manager

Attachments:

- Attachment A, Rail Trail Interpretive Program Overview
- Attachment B, Logo and Narrative

cc:

ORTC Rep's
Senior Project Manager
Project Manager
Urban Forestry Supervisor
Communications Consultant
Development Engineering Manager
Community Planning Supervisor
Event Development Supervisor
Community & Neighbourhood Services Manager
Suburban and Rural Planning Manager
Integrated Transportation Department Manager

Active Transportation Coordinator
Urban Forestry Supervisor
Parks, Beaches & Sportfields Supervisor
Roadways Operations Supervisor
Parks & Buildings Planning Manager
Park and Landscape Planner
Senior Airport Development Manager

Rail Trail Interpretive Project (Attachment A)

Project Overview:

The Weatherill family foundation has provided a donation for the purposes of enhancing the trail user's experience by restoring and improving areas along the trail and interpreting nature and the culture/history of the area.

Project Outcomes: These are the intended outcomes and their effect on the trail.

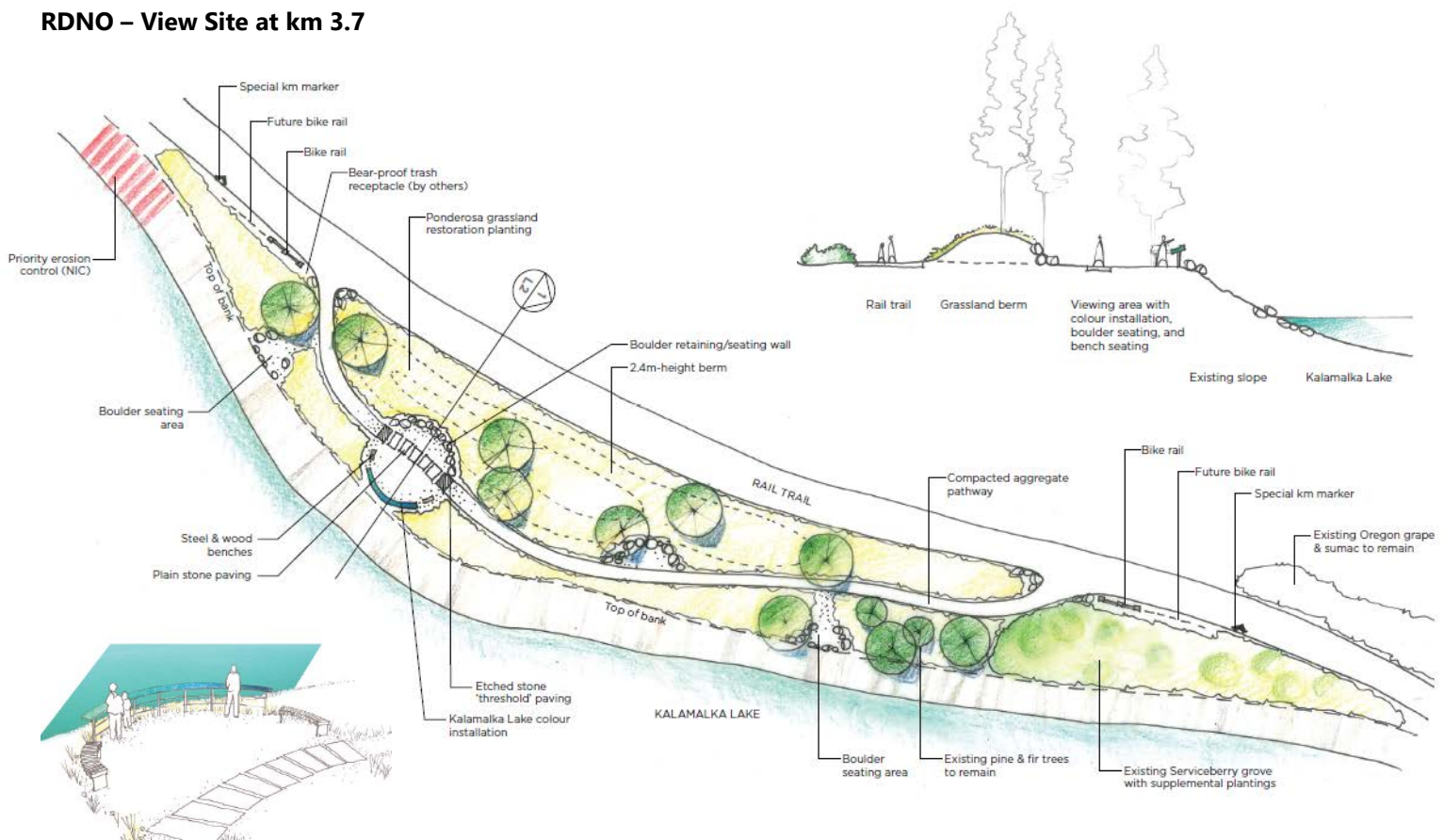
1. Project enhances the natural beauty of the trail and the users experience.
2. Project leaves users with a unique experience that connects them with nature and history along the trail.

Guiding Principles: These will guide the project to achieving the outcomes.

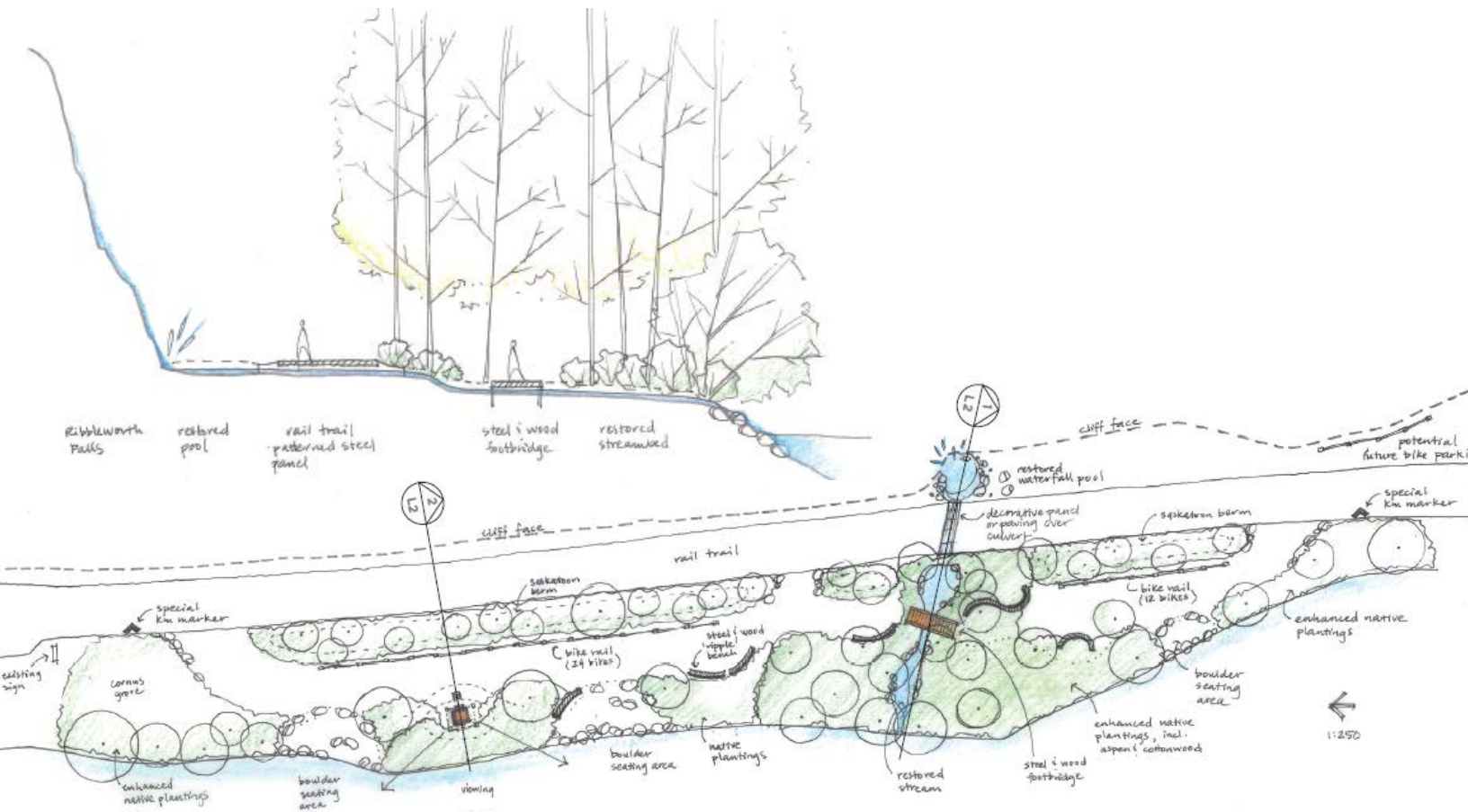
1. Effectively use and improve the natural beauty of the trail.
2. Simple and natural. Keep the feeling along the trail as 'natural' as possible with design and content.
3. Engage/educate through design, art and stories.
4. Durable, high quality, environmentally responsible design and construction.
5. Engage the experts in determining what and how to interpret.

3 Sites have been selected along the trail for restoration/improvement and interpretation. Site selection was based on 1) safety, 2) enhancement/restoration benefit to trail user, and 3) durability/maintenance of site.

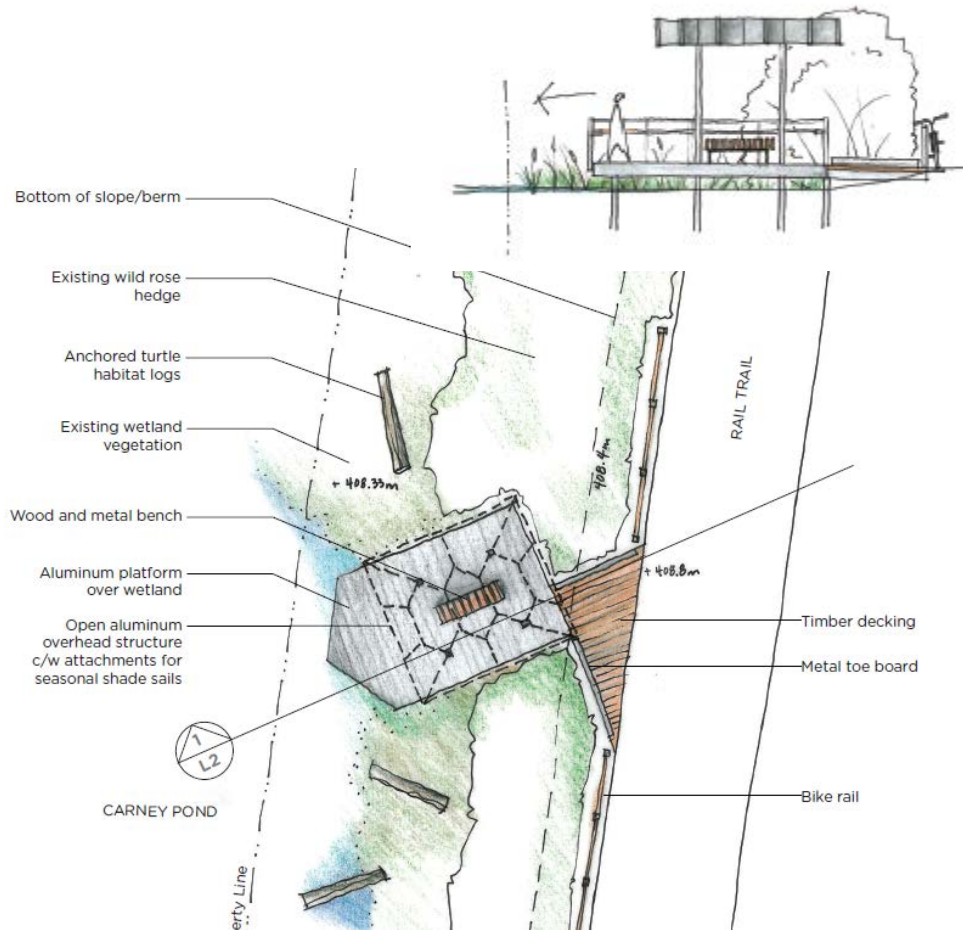
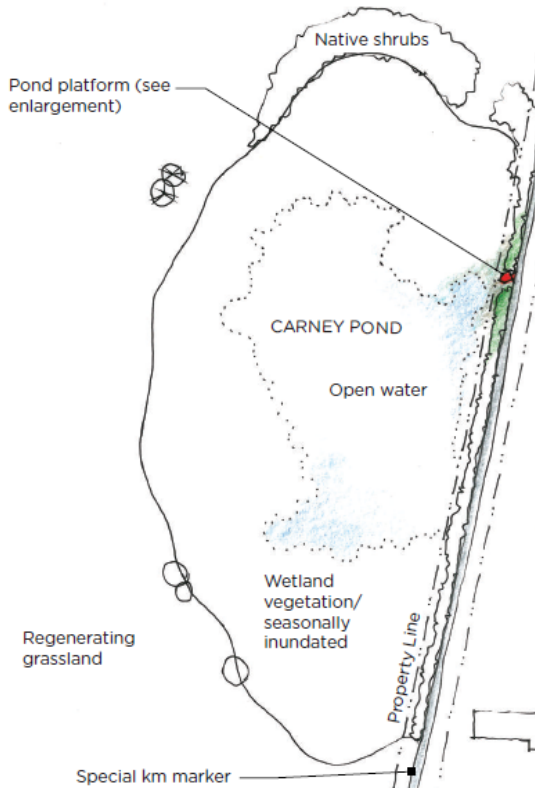
RDNO – View Site at km 3.7



District of Lake Country – Ribbleworth Site at km 23.0



Kelowna – Carney Pond Site at km 40.



Next Steps:

- 1) Spring 2019:** Preliminary work at RDNO and Ribblesworth sites. Includes environmental management work (installation of silt fencing, etc). Site preparation including clearing and grubbing designated areas. Rough grading and non-native plants and basic shaping of site. Importing of landscape berm materials. Application of required permits for all sites.
- 2) Spring/Summer 2019:** Pre-purchase and/or fabricate all installations and plants for each site.
- 3) Fall 2019:** Completion of all sites.

Mission:

To create opportunities for communities to celebrate the Okanagan lifestyle, together.

Vision:

The essential link to experience the Okanagan.

The Logo

The Okanagan Rail Trail logo encapsulates the many benefits and experiences the trail has to offer its users and communities. The containing shape is an 'O' representing the Okanagan as well as an oval train track. The graphic elements combine in a cohesive way to signify the connection of communities, environment, history, heritage, and future of the Okanagan Rail Trail.

Heritage and History

The traditional and continuing use of the land by the syilx Okanagan people has created a history that is synonymous with the land. The logo design is inspired by traditional syilx pictographs. Kilowna (grizzly) claws are representative of the traditional syilx name for the Kelowna area. Rail way ties represent the history of railway that visually transforms into the trail. These two elements work in unison and signify the partnership and the transformation to the Okanagan Rail Trail.

Connection & Future

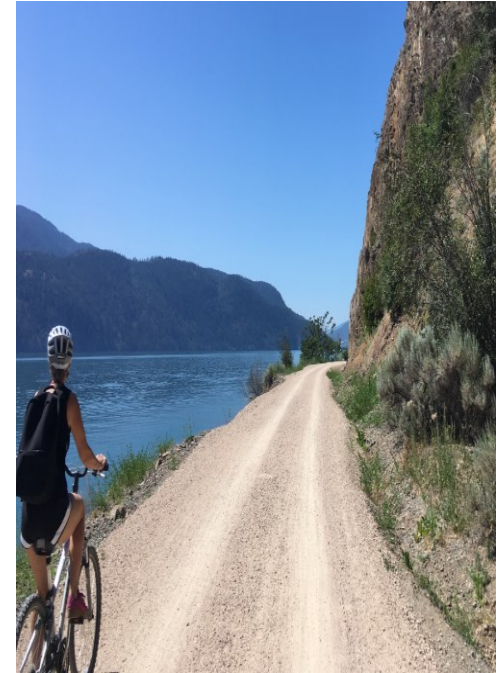
The trail winds through the mountains/valley serving as a conduit for recreation, commuting and connecting communities. The trail leads the eye through the environment and in to the sunny horizon signifying a positive and bright future.

Environment

Mountains /Valley, Wildlife, Trees, Lakes, Beach, Sky, Sun



Okanagan Rail Trail Update



At a rail trail strategy session of elected leaders held in November 2017, participants identified a number of issues that they felt should be coordinated moving forward, including:

- Oversight, monitoring, and management
- Planning for long term development of the ORT
- Design and construction of future improvements and infrastructure
- Regulation of uses and activities on the ORT
- Maintenance and operations
- Wayfinding and interpretive facilities
- External communications and public relations
- Programming and special events
- Marketing and branding
- Fundraising



For Consideration...

Event Guidelines

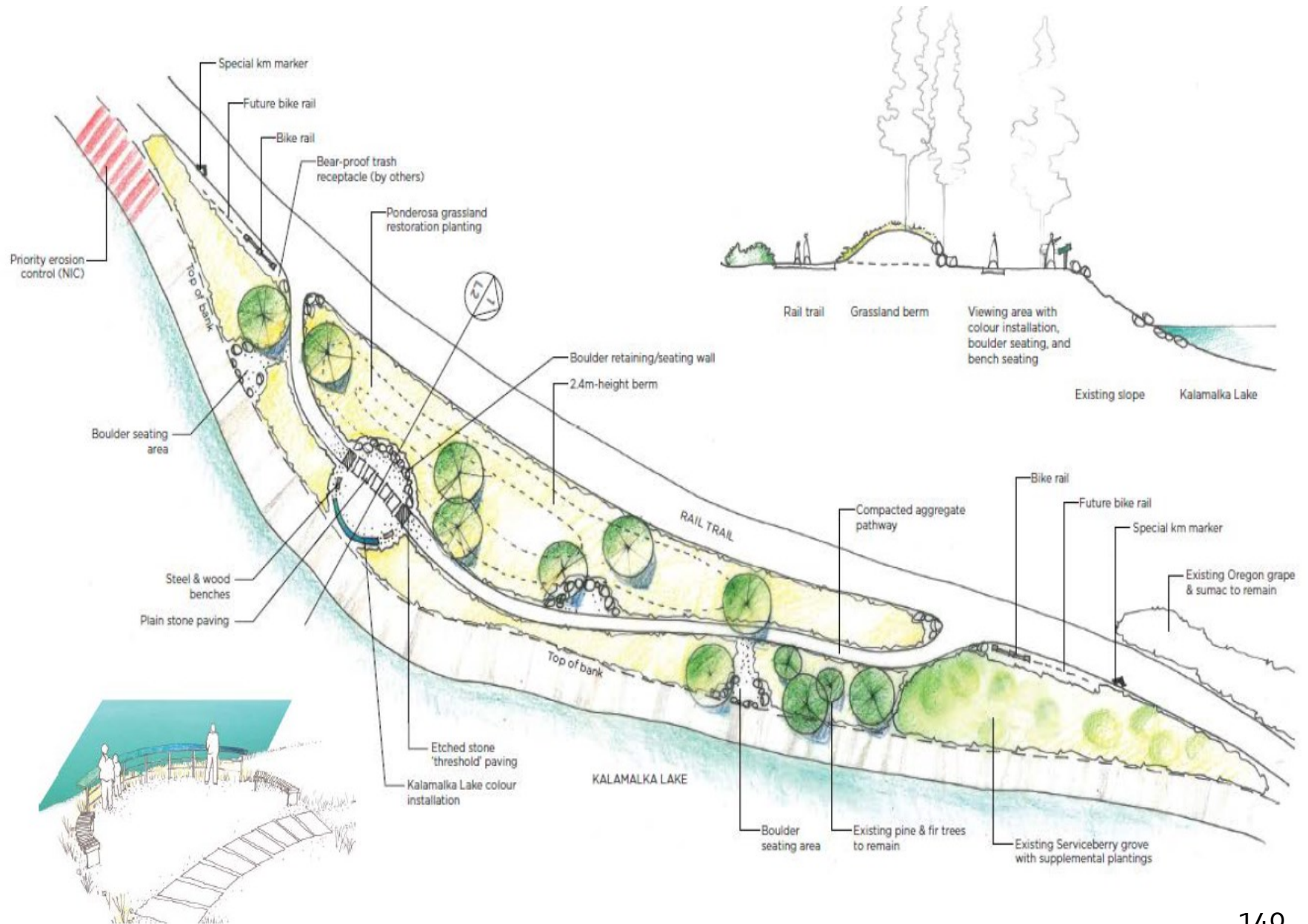
- The Event Guidelines includes overarching principles to ensure a balanced approach is taken for recreational, commuting and residential enjoyment in conjunction with event usage on the Okanagan Rail Trail.
- In order to hold an event on the Okanagan Rail Trail, event organizers are also responsible for coordinating and complying with each of the owner jurisdiction's event policies and procedures.

For Information...

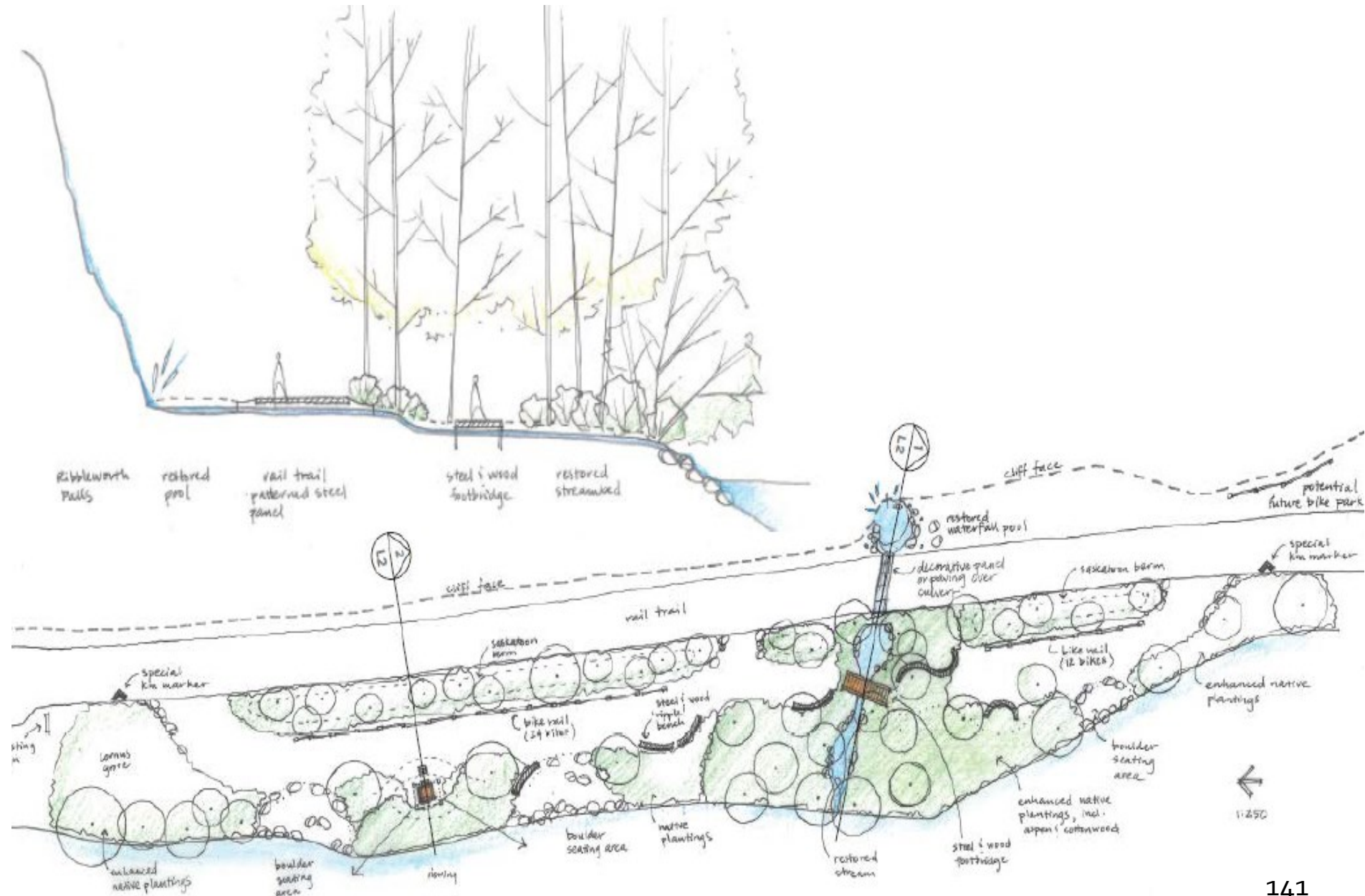
Interpretive Project Strategy

- Intended to develop facilities that will focus on the natural and cultural history of the region as it relates to the surroundings along the route of the Okanagan Rail Trail.
- In 2019, three sites have been selected along the trail for restoration and interpretation. These sites include the following:
 1. Regional District of the North Okanagan – View site at km 3.7
 2. District of Lake Country – Ribbleworth site at km 23
 3. Kelowna – Carney Pond site at km 40

Regional District of the North Okanagan – View site at km 3.7



District of Lake Country – Ribbleworth site at km 23



Kelowna – Carney Pond site at km 40



For Information...

Branding and Logo

- A consultant was retained to work with the Committee to create a brand strategy for the Okanagan Rail Trail and to develop a logo.
- As part of this process a workshop was held with local stakeholders who have an interest in the corridor and/or who have brand and marketing expertise relevant to the corridor (e.g. tourism agencies, university, fundraisers, local governments).
- The intent of this brand strategy initiative is to establish consistency among all owners, partners and stakeholders for use on communications pieces such as signage, brochures and websites.
- The visual identity is an essential part of a planned approach to building the Okanagan Rail Trail's reputation and raising awareness about its facilities, services and programs. This brand identification program will help to provide a uniform identity and support a consistent user experience.

Brand Values

Welcoming We are committed to ensuring open and inclusive access for all. Safe, respectful amenities that are accessible to everyone is a key pillar of our brand.

Community Born out of the pride of our local communities, our partnership has made this possible. Working together we will ensure the best interests of all communities in the region are respected and represented.

Experience We will deliver a unique way to experience the beauty of the Okanagan. Diverse, active experiences for residents and visitors to enjoy the history and beauty of the region will set our experience apart from others in the region.

Environment Preservation of the natural environment – and everything within it – is key. Decisions will be made with sustainability in mind, ensuring future generations to come will have the same accessible opportunities that we have today.

History We will celebrate the rich cultural history of our region. We will educate residents and visitors on the importance of this geographic link and its role throughout history.

The Logo

The Okanagan Rail Trail logo encapsulates the many benefits and experiences the trail has to offer its users and communities. The containing shape is an 'O' representing the Okanagan as well as an oval train track. The graphic elements combine in a cohesive way to signify the connection of communities, environment, history, heritage, and future of the Okanagan Rail Trail.

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The trail winds through the mountains/valley serving as a conduit for recreation, commuting and connecting communities. The trail leads the eye through the environment and in to the sunny horizon signifying a positive and bright future.

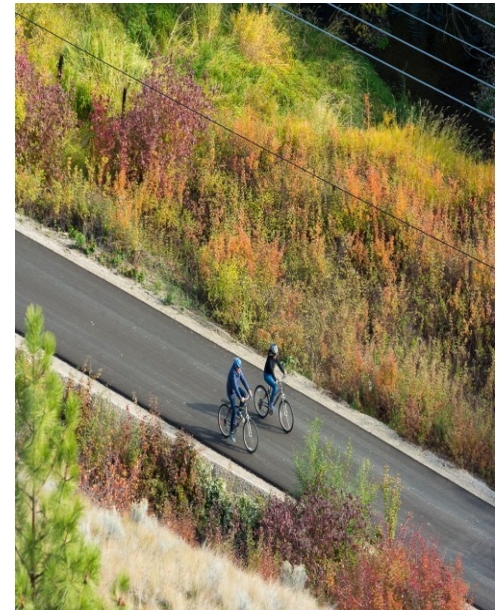
Environment

Mountains/Valley, Wildlife, Trees, Lakes, Beach, Sky, Sun



Thank you...

The Okanagan Rail Trail Committee



Report to Council



Date: June 10, 2019
File: 0160-20
To: City Manager
From: Sandra Kochan, Partnership Manager
Subject: Active Living & Culture Grant Policies

Recommendation:

THAT Council receives for information the June 10, 2019 report of the Partnership Manager regarding Active Living & Culture grant policies;

AND THAT Council Policy 380, Community Grant Policy, as attached to the report of the Partnership Manager dated June 10, 2019, be approved;

AND THAT Council Policy 381, Event Support Policy, as attached to the report of the Partnership Manager dated June 10, 2019, be approved;

AND THAT Council Policy 218, Community Social Development Grants, be rescinded as outlined in the report from the Partnership Manager dated June 10, 2019;

AND THAT Council Policy 298, Sports Event Development Grant, be rescinded as outlined in the report from the Partnership Manager dated June 10, 2019;

AND THAT Council Policy 333, Athletic Excellence Grant Policy, be rescinded as outlined in the report from the Partnership Manager dated June 10, 2019;

AND FURTHER THAT Council Policy 349, Sport Education Grant, be rescinded as outlined in the report from the Partnership Manager dated June 10, 2019.

Purpose:

To establish new policies relating to Community and Event Support grants administered by the Active Living & Culture Division, and to rescind former policies.

Background:

The Active Living & Culture Division administers a wide range of grant programs. These programs support individuals and organizations that enrich Kelowna's quality of life through social service, arts and culture, sport and events.

In order to maximize the impact of these grant programs, and improve administrative effectiveness, the Division conducted a review of various grant policies. As a result of this review, staff formulated new frameworks for Community Grants and Event Support Grants. These frameworks were approved by Council during the Regular AM meeting on April 8, 2019.

The new frameworks enable a streamlined policy structure which clarifies the respective roles of Council and staff, and establishes Council-approved focus areas as priorities for the City's investment in grant programs. Administrative guidelines assist staff in grant program development and evaluation, and establish a standard set of values for good grantmaking practice.

Staff are proposing two new policies. Each policy has a number of focus areas, and a range of programs within each focus area. The grant programs currently encompassed within each focus area are listed for reference. Each program has separate guidelines, consistent with an established template.

Policy	Focus Areas & Budget*	Grant Programs
Community Grant Policy 380	Community & Social Development 2019 budget: \$192,000	-Neighbourhood -Social Development -Youth Development & Engagement
	Arts, Culture & Heritage 2019 budget: \$339,300	-General Arts Operating -Arts Project -Professional Arts Operating -Community Art -Heritage Building
	Capacity Building 2019 budget: \$30,000	-Organization Development -Grants-in-Aid -Emergency Grants
	Community Sport Delivery 2019 budget: \$36,000	-Athletic Excellence -Sport Education -Community Sport Delivery
Event Support Policy 381	Attract & Assist 2019 budget: \$110,000	Major Events Program (Tiers 1 and 2)
	Sustain & Retain 2019 budget: \$50,000	Event Hosting Program
	Authentic Local Legacy (future phase)	To be developed: -Civic Event Program -Signature Event Program
	*current ALC base budget – carryovers and reserves excluded	

Staff recommend that the following policies be rescinded:

[Council Policy 218, Community Social Development Grants](#) – the grant program will continue within the Community & Social Development focus area (Community Grant Policy). Program guidelines will replace the Council Policy.

[Council Policy 333, Athletic Excellence Grant Policy](#) – the grant program will continue within the Community Sport Delivery focus area (Community Grant Policy). Program guidelines will replace the Council Policy.

[Council Policy 349, Sport Education Grant](#) – the grant program will continue within the Community Sport Delivery focus area (Community Grant Policy). Program guidelines will replace the Council Policy.

[Council Policy 298, Sports Event Development Grant](#) – the grant program has been replaced by new programs within the scope of Event Support Policy 381. New program guidelines have been developed.

Separate reports will be forthcoming regarding revisions to:

- Cultural Policy 274, which will incorporate reference to the new Community Grant Policy, and include other changes arising from the Cultural Plan update.
- Grants-in-Aid Policy 058 which provides for various types of Council-approved support funded through Council contingency.

Internal Circulation:

Communications Advisor
Deputy City Clerk
Active Living & Culture Management Team
Payroll & Internal Controls Manager

Financial/Budgetary Considerations:

The 2019 base budget for existing programs in each focus area is indicated, excluding carryovers and reserves. Each policy provides that unspent funding in any focus area will be carried over for use in that focus area in future years.

Considerations not applicable to this report:

Legal/Statutory Authority
Legal/Statutory Procedural Requirements
Existing Policy
Personnel Implications
External Agency/Public Comments
Communications Comments
Alternate Recommendation

Submitted by:

S. Kochan, Partnership Manager

Approved for inclusion: Jim Gabriel, Division Director, Active Living & Culture

Appendices:

Community Grant Policy 380
Event Support Policy 381

cc:

Communications Advisor
Deputy City Clerk
Active Living & Culture Management Team
Payroll & Internal Controls Manager



City of Kelowna
1435 Water Street
Kelowna, BC V1Y 1J4
250 469-8500
kelowna.ca

Council Policy

COMMUNITY GRANT POLICY

ESTABLISHED: 2019-xx-xx

Contact Department: Active Living and Culture

Guiding Principle

Community development is a shared responsibility of government, the private sector, the non-profit sector and individuals, recognizing that financial support through grants can leverage additional support and enable the delivery of necessary and desirable services.

Purpose

To establish a framework for grant funding to individuals and non-profit organizations through a variety of programs.

Application

All individuals and non-profit organizations seeking support from City of Kelowna community grant programs as established and defined in this Policy.

This policy does not apply to:

- Direct funding provided to a non-profit organization or a private sector enterprise pursuant to a Lease and Operating Agreement, Partnership Agreement or Service Agreement;
- Funding provided to a non-profit or private sector event producer through programs encompassed within Event Support Policy No. 381;
- Financial support, sponsorship, philanthropic donations, reimbursement, refunds or other benefit provided to an external organization, cause or individual through a discretionary vote of Council or as a result of standard budget and accounting practices.

Policy Statements

1.0 Community Grant Framework:

1.1 Council establishes the following focus areas as a framework for community grant programs:

- Community & Social Development
- Arts, Culture & Heritage
- Capacity Building
- Community Sport Delivery

1.2 The Active Living & Culture Division will:

- a) Establish administrative guidelines, and develop and administer community grant programs in the focus areas in accordance with those guidelines; and
- b) Provide regular reports to council and the community regarding community grant programs in the established focus areas.

2.0 Budget:

2.1 Council will establish base operating funding allocations for each focus area.

2.2 Funds not expended in a focus area in any given year will be automatically carried over and retained for use in the same focus area in the subsequent year(s).

2.3 Council may, through the annual budget process, increase or decrease funding allocations in any of the focus areas.

2.4 Funds in each focus area will be allocated to various programs in response to trends, priority needs, and maximizing benefit and impact.

Definitions:**Focus area(s):**

Thematic category for a cluster of grant programs which supports a specific area of interest or activity. Eligibility, funding levels and processes vary between focus areas.

Grant:

A one-time, annual or multi-year allocation of funds provided by the City to a specific recipient, for a specific purpose which, through objective evaluation, meets the criteria in a specific program as expressed in that program's published guidelines.

Guidelines:

A published document containing comprehensive information about a specific grant program, or a document describing administrative practices and processes. Guidelines function as terms of reference, and guide the work of staff, contractors, applicants and evaluators in program administration and determination of grant awards. Guidelines may be amended from time to time.

Individual(s):

A person or group of persons who are not formally incorporated or registered as a non-profit organization, corporation, company, partnership, cooperative or any other legal entity.

Non-profit organization:

Includes a Society incorporated pursuant to the BC Societies Act (or the previous Society Act) and an organization which is registered as a charity pursuant to the Income Tax Act. (Note: some program guidelines may limit eligibility to only registered charities.)

Program:

A funding opportunity provided by the City, governed by published guidelines. Eligibility, funding levels and processes vary between programs. Programs may be one-time, temporary or ongoing, and are subject to change. Program funding may be fully or partially provided by other agencies in partnership with the City.

Legal Authority

Pursuant to Section 8 (2) of the *Community Charter*, a municipality 'may provide any service that Council considers necessary or desirable, and may do this directly or through another public authority or another person or organization.'

Amendments



City of Kelowna
1435 Water Street
Kelowna, BC V1Y 1J4
250 469-8500
kelowna.ca

Council Policy

EVENT SUPPORT POLICY

ESTABLISHED: 2019-xx-xx

Contact Department: Active Living & Culture

Guiding Principle

A range of sport, culture and entertainment festivals and events will enhance the vibrancy and quality of life in Kelowna and generate a positive impact in the local economy, including tourism and hospitality.

Purpose

To establish a framework for providing financial and service support to organizations and businesses which deliver or seek to deliver festivals and events in Kelowna.

Application

All non-profit organizations and private sector enterprises seeking support from City of Kelowna Event Support Programs as established and defined in this Policy.

This policy does not apply to:

- Direct funding provided to a non-profit organization or a private sector enterprise pursuant to a Lease and Operating Agreement, Partnership Agreement or Service Agreement;
- Grant funding provided to an individual or non-profit organization through a program encompassed within Community Grant Policy No. 380;
- Any existing permit process relating to filming or outdoor events. The requirement for these permits will not be adjusted or affected by this policy; and
- Financial support, sponsorship, philanthropic donations, reimbursement, refunds or other benefit provided to an external organization, cause or individual through a discretionary vote of Council or as a result of standard budget and accounting practices.

Policy Statements

1.0 Events Support Framework:

1.1 Council establishes the following focus areas as a framework for Event Support programs:

- Attract & Assist – attracting and supporting new, unique events which are aligned with the City's Event & Festival Framework, and civic objectives and priorities;
- Sustain & Retain – support events for continued success and event retention;
- Authentic Local Legacy – recognize and support long-standing annual events which have significant history, appeal and impact in the community.

1.2 The Active Living & Culture Division will:

- a) Establish administrative guidelines, and create and administer event support programs in the focus areas in accordance with those guidelines;
- b) Seek Council approval for:
 - Grants of \$25,000 or more in the Attract & Assist Focus Area (Major Events Program Tier 1); and
 - Establishment of programs and budget in the Authentic Local Legacy Focus Area
- c) Provide regular reports to council and the community regarding event support programs in the established focus areas.

2.0 Budget:

2.1 Council will establish base operating funding allocations for each focus area.

- 2.2** Funds not expended in a focus area in any given year will be automatically carried over and retained for use in the same focus area in the subsequent year(s).
- 2.3** Council may, through the annual budget process, increase or decrease funding allocations in any of the focus areas.
- 2.4** Funds in each focus area will be allocated to various programs in response to trends, priority needs, and maximizing benefit and impact.

Definitions:

Contribution agreement:

A contract between the City of Kelowna and an event organizer to document roles, responsibilities and obligations regarding the provision of financial and/or service support for an event.

Event or Festival

An organized activity (community, sporting, cultural or other) available to the public and occurring for a limited or fixed duration (i.e. one-time/annual), held over one or more days; may occur indoors or outdoors, on private or public property.

Event organizer:

A non-profit organization or private sector enterprise which exercises management and/or control over the planning and delivery of an event or festival.

Focus area(s):

Thematic category for a cluster of event support programs which fulfill a specific objective. Eligibility, funding levels and processes vary between focus areas.

Guidelines:

A published document containing comprehensive information about a specific support program, or a document describing administrative practices and processes. Guidelines function as terms of reference, and guide the work of staff, contractors, applicants and evaluators in program administration and investment decisions. Guidelines may be amended from time to time.

Non-profit organization:

Includes a Society incorporated pursuant to the BC Societies Act (or the previous Society Act) and an organization which is registered as a charity pursuant to the Income Tax Act. (Note: some program guidelines may limit eligibility to only registered charities.)

Private sector enterprise:

An incorporated or other entity which operates on a 'for-profit' basis.

Program:

A support opportunity provided by the City, governed by published guidelines. Eligibility, funding levels and processes vary between programs. Programs may be one-time, temporary or ongoing, and are subject to change. Program funding may be fully or partially provided by other agencies in partnership with the City.

Support:

Includes monetary, in-kind and staff support provided by the City of Kelowna in accordance with program guidelines.

Legal Authority

Pursuant to Section 8 (2) of the *Community Charter*, a municipality 'may provide any service that Council considers necessary or desirable, and may do this directly or through another public authority or another person or organization.'

Related Council Policies and Bylaws:

Outdoor Events Bylaw No. 8358; Parks and Public Spaces Bylaw No. 10680

Active Living & Culture Fees and Charges Bylaw No. 9609

Amendments



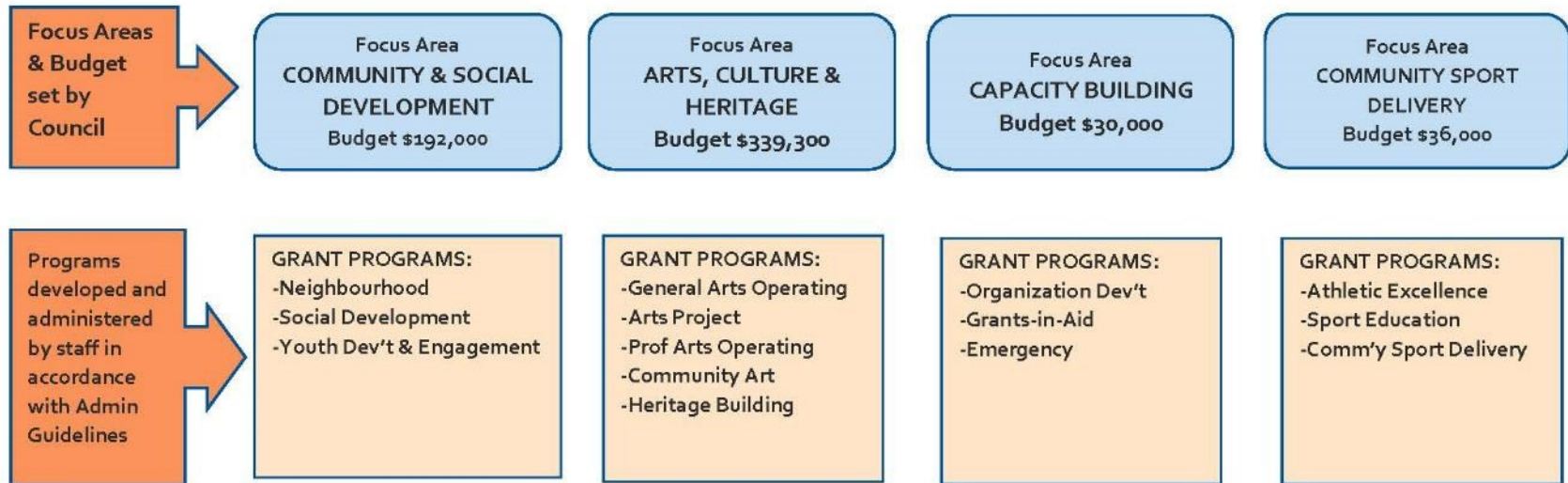
Active Living & Culture Grant Policies

June 10, 2019

COMMUNITY GRANT POLICY FRAMEWORK*

Council Policy will be accompanied by Administrative and Program Guidelines

Budget is current ALC base budget re-allocated between Focus Areas



Budget excludes carryovers, reserves and programs funded by other agencies or departments

Community Grant Policy

- ▶ Definitions
- ▶ Focus areas & budget set by Council
- ▶ Grant programs administered by staff
- ▶ Unspent budget carries over
- ▶ Admin guidelines for staff & contractors
- ▶ Program guidelines for applicants

EVENT SUPPORT POLICY FRAMEWORK*

Council Policy will be accompanied by Administrative and Program Guidelines

Budget is current ALC base budget re-allocated between Focus Areas, and excludes carryovers, reserves and programs funded by other agencies or departments



Event Support Policy

- ▶ Definitions
- ▶ Focus areas & budget set by Council
- ▶ Council approval for:
 - ▶ grants of \$25,000+ in Major Events Program Tier 1
 - ▶ (future) establishment of programs and budget in Authentic Local Legacy Focus Area
- ▶ Unspent budget carries over
- ▶ Admin guidelines for staff & contractors
- ▶ Program guidelines for applicants

Policies to be rescinded

Community

Policies replaced by new guidelines; programs remain:

- Policy 218
- Policy 333
- Policy 349

Event Support

Policy replaced by new program and new guidelines:

- Policy 298

Reporting – in transition

- ▶ Comprehensive report to Council and community
- ▶ Covers activity in all ALC grant programs
- ▶ May also include other funded partnerships
- ▶ Frequency and format TBC





Questions?

For more information, visit kelowna.ca.

Report to Council



Date: June 10, 2019

File: 0600-10

To: City Manager

From: City Clerk

Subject: Amendments to Council Procedures Bylaw No. 9200

Report Prepared by: [Clint McKenzie, Legislative Coordinator (Confidential)]

Recommendation:

THAT Council, receives, for information, the report from the City Clerk dated June 10, 2019 regarding amendments to Council Procedures Bylaw No. 9200;

AND THAT Bylaw No. 11849, being Amendment No. 6 to Council Procedures Bylaw No. 9200 be forwarded for reading consideration.

Purpose:

To consider amendments to Council Procedures Bylaw No. 9200.

Background:

The Council Procedures Bylaw was adopted by Council in 2005, with the most recent amendments in 2012. The Procedures Bylaw is a requirement under the legislation to establish the general procedures to be followed by Council and Council committees in conducting their business.

A Council Procedure Bylaw must, at a minimum, do the following:

- Establish rules of procedure for both Council and Committee meetings;
- Provide for the taking of minutes of Council/Committee meetings;
- Provide for public notice of meetings, and establish the procedures for giving notice;
- Establish the procedure for designating a member to act in place of the Mayor;
- Establish the first regular Council meeting date following a general local election.

Proposed Amendments:

During the review at the AM meeting on May 8, 2019, Council discussed amendments related to legislative changes and conducted an overall review of their meeting procedures.

Based on the discussion, staff are recommending the following key changes to Council Procedures Bylaw No.9200:

- All sections:
 - updating gender references
 - Deleting the wording "true copy" to simply copy
- Part 2 – Schedule and Notice of Council Meetings
 - Part 2.1 Inaugural Meeting Date to be held in November
 - To be compliant with the Local Government Act due to the change in Election Date.
 - text corrections – numbering
- Part 4 – Public Attendance at Council Meetings
 - Proceedings at Regular Meetings (afternoon)
 - Owner or their representative for applications of non-support, increase the time allotted to address Council to a maximum of 15 minutes.
 - Proceedings at Regular Meetings (public hearings)
 - Delete section 4.16 - time allotted to representative of a Residents Associations to be the same as given members of the public at 5 minutes
- Part 5 – Rules of Procedures at Council Meetings
 - Agenda Preparation and Order of Proceedings
 - Add Territorial Acknowledgement to Monday PM Meeting and Public Hearing agendas;
 - update Tuesday PM meeting to current practice of Council affirming the Oath of Office
 - Update the order of agenda items and headings
- Part 9 – Council Committees – deleting and revising sections covered in the legislation and those established through the Terms of Reference for each Council Committee

The accompanying amending Bylaw No. 11849 reflects the updates to the sections outlined above.

Legal/Statutory Authority: *Community Charter s.124(1)*

Legal/Statutory Procedural Requirements: *Community Charter s.124(3) – notification of bylaw amendment once per week for two consecutive weeks (Friday, June 14th and June 21st in the City in Action newspaper notice in the Kelowna Daily Courier).*

Existing Policy: Council Procedures Bylaw 9200

Considerations not applicable to this report:

Internal Circulation:

Financial/Budgetary Considerations:

Personnel Implications:

External Agency/Public Comments:

Communications Comments:

Alternate Recommendation:

Submitted by:

S. Fleming, City Clerk

Approved for inclusion:



CITY OF KELOWNA

BYLAW NO. 11849

Amendment No. 6 to Council Procedures Bylaw No. 9200

The Municipal Council of the City of Kelowna, in open meeting assembled, enacts that the City of Kelowna Council Procedures Bylaw No. 9200 be amended as follows:

1. THAT all references to the words "he", "his", "himself", "she", "her" and "herself" be deleted and replaced with "they", "their" and "themselves".
2. AND THAT all references to the words "a true copy" be deleted and replaced with "copy".
3. AND THAT all references to "Land Use Management Department" be deleted and replaced with "Planning and Development Services Division".
4. AND THAT PART 2 – **SCHEDULE AND NOTICE OF COUNCIL MEETINGS, Schedule of Meetings** be amended as follows:

a) Deleting sub-section 2.1 in its entirety that reads:

"An inaugural Council meeting shall be held on the first Monday in December following a general election of Council, unless a quorum of Council has not yet taken office in which case the inaugural Council meeting shall be called as soon as reasonably possible after a quorum has taken office"

And replacing it with:

"An inaugural Council meeting shall be held on the first Monday in November following a general election of Council, unless a quorum of Council has not yet taken office in which case the inaugural Council meeting shall be called as soon as reasonably possible after a quorum has taken office."

5. AND THAT **PART 2 – SCHEDULE AND NOTICE OF COUNCIL MEETINGS, Notice of Regular Council Meetings and Public Hearings** be amended as follows:

a) Adding a sub-section 2.9 (d) that reads

"posting agendas on the City's internet website."

b) Deleting subsection 2.10 in its entirety that reads:

"The Office of the City Clerk shall also endeavour to post agendas on the City's internet web site."

6. AND THAT **PART 2 – SCHEDULE AND NOTICE OF COUNCIL MEETINGS, Notice of Special Council Meetings** be amended as follows:

a) Deleting that part of sub-section 2.13 that reads:

"Notwithstanding sections 2.10 and 2.11"

And replacing it with:

"Notwithstanding sections 2.11 and 2.12"

7. **AND THAT PART 4 – PUBLIC ATTENDANCE AT COUNCIL MEETINGS, Proceedings at Regular Meetings (afternoon)** be amended as follows:

a) Deleting sub-section 4.8 in its entirety that reads:

"The following person(s) shall be permitted the opportunity to make a presentation to Council, to a maximum of five (5) minutes, to express their views regarding an application under consideration by Council on a Regular Monday meeting agenda:

(a) the owner or applicant, or their representative, whose Land Use development application has received a negative recommendation by staff, or

(b) any tenant(s) or their representative who deem their interest to be affected by a multiple housing strata conversion application."

And replacing it with:

"The following person(s) shall be permitted the opportunity to make a presentation to Council to express their views regarding an application under consideration by Council on a Regular Monday meeting agenda:"

(a) the owner or applicant, or their representative, whose Land Use development application has received a negative recommendation will have a maximum of fifteen (15) minutes to express their views, or

(b) any tenant(s) or their representative who deem their interest to be affected by a multiple housing strata conversion application will have a maximum of five (5) minutes to express their views."

8. **AND THAT PART 4 – PUBLIC IN ATTENDANCE AT COUNCIL MEETINGS, Proceedings at Public Hearings** be amended as follows:

a) Deleting sub-section 4.16 in its entirety that reads:

"Presentations by representatives of Resident Associations shall be limited to a maximum of ten (10) minutes each. If a person has additional information that he is unable to provide within that time frame, he shall be given further opportunities to address Council after all other interested members of the public have been heard a first time. Without limiting the opportunity provided for in section 4.11 of this bylaw, speakers shall be encouraged to confine their comments to new information."

9. **AND THAT PART 5 – RULES OF PROCEDURE AT COUNCIL MEETINGS, Agenda Preparation and Order of Proceedings** be amended by:

- a) Deleting the phrase in sub-section 5.2 that reads:

"must be delivered to the City Clerk prior to 12:00 pm (noon) on the Wednesday preceding a Monday or Tuesday meeting."

And replacing it with:

"must be delivered to the City Clerk prior to 12:00 pm (noon) on the Wednesday preceding a Monday meeting."

- b) Deleting subsection 5.4 (a) in its entirety that reads:

"Monday Regular Meeting (morning)

- Call to Order
- Issues Arising from Correspondence & Community Concerns
- Reports
- Resolution to approve those items on the agenda proposed for a closed meeting pursuant to the *Community Charter* and to close the meeting to the public
- Closed session
- Termination"

And replacing it with:

"Monday Regular Meeting (morning)

- Call to Order
- Confirmation of Minutes
- Reports
- Resolution closing meeting to the public pursuant to the Community Charter
- Closed Session
 - Convene Closed Session
 - Confirmation of Minutes
 - Reports
 - Issues Arising from Correspondence & Community Concerns
- Reconvene to Open Session
- Issues Arising from Correspondence & Community Concerns
- Termination"

- c) Adding under sub-section 5.4 (b) Monday Regular Meeting (afternoon) following "Call to Order":

- Territorial Acknowledgement

- d) Deleting sub-section 5.4 (c) in its entirety that reads

"Tuesday Regular Meeting (following Public Hearing, if applicable)

- Call to Order
- Prayer
- Confirmation of Minutes
- Bylaws considered at public hearing
- Liquor license application reports
- Development permit, development variance permit and Provincial Referral Reports
- Reports

- Resolutions
- Reminders
- Termination

And replacing it with:

“Tuesday Regular Meeting (following Public Hearing, if applicable)

- Call to Order
- Reaffirmation of Oath of Office
- Confirmation of Minutes
- Bylaws considered at public hearing
- Liquor license application reports
 - Summary of correspondence received (number and type)
- Development permit, development variance permit and Provincial Referral Reports
 - Summary of correspondence received (number and type)
- Reports
- Resolutions
- Reminders
- Termination”

e) Deleting sub-section 5.4 (d) in its entirety that reads:

“Public Hearing

- Reading or summarizing the notice of public hearing
- Staff presentation
- Summarizing any correspondence received in relation to the item being heard
- Presentation by owner or applicant
- Call for any person to speak or to present a written submission in relation to the item being heard
- Applicant to respond to concerns raised by speakers or Council
- Termination”

And replacing it with:

“Public Hearing

- Call to Order
- Territorial Acknowledgement
- Staff presentation
- Summarizing the number and type of correspondence received (number in support, number in opposition) in relation to the item being heard
- Presentation by owner or applicant
- Call for any person to speak in relation to the item being heard
- Owner or applicant to respond to concerns raised by speakers or Council
- Termination”

f) Deleting sub-section 5.4 (e) in its entirety that reads:

“Committee of the Whole Meeting

- Call to Order
- Unfinished Business
- Public Input/Staff presentation

- Resolution to approve those items on the agenda proposed for a closed meeting to the Community Charter and to close the meeting to the public
 - Closed Session
 - Terminations”

And replacing it with:

“Committee of the Whole Meeting

- Call to Order
- Confirmation of Minutes
- Resolution closing meeting to the public pursuant to the Community Charter
- Closed Session
 - Convene Closed Session
 - Confirmation of Minutes
 - Reports
 - Issues Arising from Correspondence & Community Concerns
- Reconvene to Open Session
- Termination”

g) Deleting sub-section 5.6 in its entirety that reads:

“During the agenda item “Mayor and Councillor Items” members of Council may make motions, introduce new business, pose inquiries and make suggestions upon being recognized by the presiding member. Items of new business which are not included in the agenda and are of a complex nature or that may affect existing City bylaws or policies shall be introduced as a “Notice of Motion” for placement on an agenda for a future meeting. Other items of new business which are not of a complex nature may be accepted as verbal reports from any member of Council. Members of Council who request that a letter of appreciation be sent on behalf of the Council shall be responsible for preparing a draft of the letter for signature by the Mayor.”

And replacing it with:

“During the agenda item “Mayor and Councillor Items” members of Council may make motions, introduce new business, pose inquiries and make suggestions upon being recognized by the presiding member as follows:

- (a) Notice of Motion: new business of a complex nature that may affect existing City bylaws or policies that will be placed on an agenda for a future meeting.
- (b) Other Items: new business which is not of a complex nature will be accepted as verbal reports from any member of Council.”

10. AND THAT **PART 9 – COUNCIL COMMITTEES, Duties of Standing Committees** be deleted in its entirety as follows:

“9.3 Standing Committees must consider, inquire into, report on, and make recommendations to Council about any of the following:

- (a) matters that are related to the general subject indicated by the name of the committee;
- (b) matters that are assigned by Council;
- (c) matters that are assigned by the Mayor

9.4 Standing Committees must report and make recommendations to Council as required by Council or the Mayor.”

And replacing with:

9.3 “Standing Committees are established by the Mayor, for matters considered best dealt with by committee:

- At least half of the members must be Councillors appointed by the Mayor
- Duties will be defined by a terms of reference established by the Mayor for that committee”

11. AND THAT **PART 9 – COUNCIL COMMITTEES, Duties of Select Committees** be deleted in its entirety as follows:

“9.5 Select Committees must consider, inquire into, report on, and make recommendations to Council about matters referred to the committee by Council.

9.6 Select Committees must report and make recommendations to Council as soon as possible, unless a date and time is established by Council.”

And replacing with:

9.5 “Select Committees are established by Council to consider or inquire into a matter and report their findings and recommendations back to Council:

- At least one member must be a member of Council
- The duration, duties and reporting requirements will be defined by a terms of reference established by Council for that committee”

12. AND THAT **PART 9 – COUNCIL COMMITTEES, Duties of Other Committees** be amended as follows:

a) Delete sub-section 9.8 in its entirety that reads:

“**Other Committees** must report and make recommendations to Council at least annually as specified by the Terms of Reference or at the request of Council.”

13. AND THAT **PART 9 – COUNCIL COMMITTEES, Notice of Committee Meetings** be amended as follows:

a) Delete section 9.12 in its entirety that reads: “After a committee has established a regular schedule of meetings, including times, dates and places, notice of the schedule shall be given to each member of the committee.”

14. AND THAT **PART 9 – COUNCIL COMMITTEES, Attendance non-Committee Members at Committee Meetings** be amended as follows:

a) Delete section 9.15 in its entirety that reads: “Council members who are not members of the committee may attend the meetings of the committee.”

15. AND THAT PART 9 – COUNCIL COMMITTEES, Minutes of Committee Meetings be amended as follows:
- a) Delete that portion of sub-section 9.19 that reads:
- “Section 9.17 of this bylaw”
- And replacing it with:
- “Section 9.18 of this bylaw”
16. AND THAT **PART 9 – COUNCIL COMMITTEES, Conduct and Debate** be amended as follows:
- a) Delete sub-section 9.25 in its entirety that reads:
- “Section 5.11 of this bylaw applies to a Council member’s conduct and debate at a committee meeting, in the same manner as it does in relation to a Council meeting.”
- And replacing it with:
- “Section 5.10 of this bylaw applies to a Council member’s conduct and debate at a committee meeting, in the same manner as it does in relation to a Council meeting.”
17. This bylaw may be cited for all purposes as “Bylaw No. 11849 being Amendment No. 6 to Council Procedures Bylaw No.9200”
18. This bylaw shall come into full force and effect and is binding on all persons as and from the date of adoption.

Read a first, second and third time by the Municipal Council this

Adopted by the Municipal Council of the City of Kelowna this

Mayor

City Clerk

CITY OF KELOWNA

BYLAW NO. 11835

Amendment No. 1 to Sign Bylaw No. 11530

The Municipal Council of the City of Kelowna, in open meeting assembled, enacts that the City of Kelowna Sign Bylaw No. 11530 be amended as follows:

1. THAT **Section 4 – SIGNS REQUIRING A PERMIT**, be amended by:
 - a) deleting in **Section 4.4 Entrance Feature Sign, 4.1.2 Regulations** sub-paragraph (a) “Shall not be permitted over utility rights-of-way or easements.” and replacing it with “Shall not be located closer than 1.5 m to a lot line.”; and
 - b) adding the word “fences” before the words “free-standing walls and walls enclosing the perimeter of a property.” in **Section 4.12 Wall Sign, 4.12.1**, sub-paragraph (a);
2. AND THAT **Section 7 – MULTIFAMILY RESIDENTIAL ZONES, 7.4 Zone Specific Regulations** sub-paragraph (a) be amended by adding the following in its appropriate location;
“e. Freestanding Sign”
3. AND THAT **Section 9 – URBAN COMMERCIAL ZONES, 9.3 Signage Regulations**; sub-paragraph(b)h. be deleted that reads “One (1) Illuminated **Fascia Sign** per business” and replace it with “One (1) Illuminated **Fascia Sign** per business. If a business has double frontage, a maximum of two (2) illuminated **Fascia Signs** per business.”
4. AND THAT **Section 10 – MAJOR COMMERCIAL ZONES, 10.3 Signage Regulations** (b), sub-paragraph (g) be deleted that reads “One (1) Illuminated **Fascia Sign**.” And replace it with “One (1) Illuminated **Fascia Sign**. If a business has double frontage, maximum of two (2) illuminated **Fascia Signs** per business.”
5. AND THAT **Section 12 – PUBLIC AND INSTITUTIONAL ZONES, Section 12.3 Signage Regulations** (b), Sub-paragraph (i) be deleted that reads “One (1) Illuminated **Fascia Sign**.” And replace it with “One (1) Illuminated **Fascia Sign**. If a business has double frontage, a maximum of two (2) illuminated **Fascia Signs** per business.”

6. This bylaw may be cited as "Bylaw No. 11835, being Amendment No. 1 to the Sign Bylaw No. 11530".

Read a first, second and third time by the Municipal Council this 27th day of May, 2019.

Adopted by the Municipal Council of the City of Kelowna this

Mayor

City Clerk